

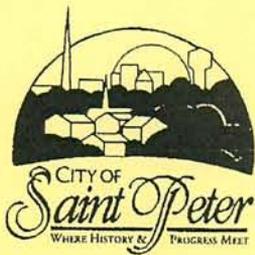
**CITY OF SAINT PETER, MINNESOTA
AGENDA AND NOTICE OF MEETING**

Regular City Council Meeting of Monday, February 10, 2014
Community Center Governors' Room - 7:00 p.m.

- I. **CALL TO ORDER**
- II. **APPROVAL OF AGENDA**
- III. **APPROVAL OF MINUTES**
- IV. **VISITORS**
 - A. Scheduling of Visitor Comments on Agenda Items
 - B. General Visitor Comments
- V. **APPROVAL OF CONSENT AGENDA ITEMS**
- VI. **UNFINISHED BUSINESS**

None scheduled.
- VII. **NEW BUSINESS**
 - A. Welco West Purchase and Development Agreements
 - B. Employee Anniversary Program Modification
- VIII. **REPORTS**
 - A. **MAYOR**
 - B. **CITY ADMINISTRATOR**
 1. President's Day Closures
 2. Day Care Study Group
 3. Others
- IX. **ADJOURNMENT**

Office of the City Administrator
Todd Prafke



I. **CALL TO ORDER**

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

II. **APPROVAL OF AGENDA**

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

III. **APPROVAL OF MINUTES**

A copy of the minutes of the January 27, 2014 regular Council meeting is attached for approval. A MOTION is in order.

IV. **VISITORS**

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

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

B. **General Visitor Comments**

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

V. **APPROVAL OF CONSENT AGENDA ITEMS**

The consent agenda, including approval of the schedule of disbursements for January 23, 2014 through February 5, 2014 are attached. Please see the attached staff reports and RESOLUTION.

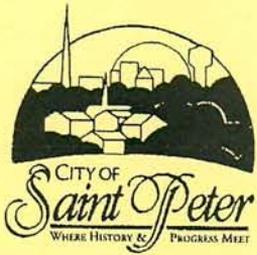
VI. **UNFINISHED BUSINESS**

None scheduled.

VII. **NEW BUSINESS**

A. **ADOPTION OF A RESOLUTION AUTHORIZING EXECUTION OF PURCHASE AGREEMENT AND DEVELOPMENT AGREEMENT FOR WELCO WEST SUBDIVISION**

Pursuant to previous Council discussion, a purchase agreement and a development agreement with Drummer Corporation for development of the remaining portion of Welco West Subdivision. Please see the attached staff report and RESOLUTION.



B. ADOPTION OF RESOLUTION MODIFYING EMPLOYEE PERSONNEL POLICY RELATED TO ANNIVERSARY RECOGNITION PROGRAM

Following City Council discussion at a workshop session, modifications have been proposed to the employee anniversary program. Please see the attached staff report and RESOLUTION.

VIII. REPORTS

A. MAYOR

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

B. CITY ADMINISTRATOR

1. REPORT ON PRESIDENT'S DAY CLOSURES

A report will be provided at this time on closure of City offices for President's Day (February 17th).

2. REPORT ON DAY CARE STUDY GROUP

A report will be provided at this time on establishment of a day care study group.

3. OTHERS

Any further reports by the City Administrator 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
JANUARY 27, 2014**

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Saint Peter was conducted in the Governors' Room of the Community Center on January 27, 2014.

A quorum present, Mayor Strand called the meeting to order at 7:02 p.m. The following members were present: Councilmembers Grams, Zieman, Kvamme, Brand, Parras and Mayor Strand. Absent was Councilmember Carlin. The following officials were present: City Administrator Prafke, City Attorney Brandt, and City Engineer Domras.

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

Approval of Minutes – A motion was made by Kvamme, seconded by Parras, to approve the minutes of the January 13, 2014 regular City Council meeting. With all in favor, the motion carried and the minutes were approved. A complete copy of the minutes of the January 13, 2014 regular City Council meeting is contained in the City Administrator's book entitled Council Proceedings 18.

Consent Agenda – In motion by Kvamme, seconded by Brand, Resolution No. 2014-09 entitled "Resolution Approving Consent Agenda" was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2014-09 is contained in the City Administrator's book entitled Council Resolutions 20.

Refuse Hauling Bid Award – City Administrator Prafke recommended awarding the bid for a five-year residential refuse hauling contract to low bidder LJP Enterprises Waste Recycling LLC in the amount of \$6.52 per month per customer for the base bid which provided for collection of recyclables on an every other week basis. Prafke noted that while there was only a two cent (\$0.02) difference between the LJP bid and the Waste Management bid (\$6.54), the bid process made it a business decision and the recommendation was to award to the low bidder.

Waste Management officials Gary Heinzig and Paul Copeland addressed the Council to ask that the bid be awarded to Waste Management. Mr. Heinzig expressed his belief that residents would not think a two cent difference was worth changing vendors and that Waste Management did not want to lose the City's contract. Mr. Copeland commented that Waste Management had worked hard to provide additional green options like fluorescent bulb and battery recycling as part of their service to the City. Heinzig questioned whether the two proposals were "apples to apples" and cited Waste Management's provision of 96 gallon curbies and extra curbies to customers at no additional cost. City Administrator Prafke indicated LJP Enterprise would be providing the same and the proposals were indeed "apples to apples".

Councilmember Zieman questioned whether the transition would be an inconvenience to customers and expressed concerns about a contract with LJP should something happen to the owner.

Councilmember Grams asked if the contract contained any provisions should LJP's service not be satisfactory. City Administrator Prafke reported the contract contained a 120 day provision to discontinue the contract under certain conditions. Prafke also noted that should that occur, the City was in a position to get into the business within that 120 day timeframe if necessary.

In motion by Grams, seconded by Kvamme, Resolution No. 2014-10 entitled "Resolution Awarding Bid For Refuse Hauling Contract", was introduced. Upon roll call, Councilmembers Grams, Kvamme, Brand, Parras and Mayor Strand voting aye, Councilmember Zieman voting nay, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2014-10 is contained in the City Administrator's book entitled Council Resolutions 20.

City of Nicollet Building Inspection Contract – Director of Building Busse addressed the Council to request authorization for execution of a renewal contract for the City of Saint Peter to provide building inspection services to the City of Nicollet. Busse reported that the services are able to be provided with the existing staffing levels in the Building Department and working with the small contracting companies in Nicollet allows them to learn the regulations followed in Saint Peter when they do business here. Busse estimated there were approximately 25 building permits each year in Nicollet. Busse reported that the first year the contract was in place he experienced a problem with a contractor in Nicollet who was building a multi-family unit with many violations and the building was eventually removed. Busse said providing the inspection services eliminates non-licensed contractors and evens the playing field for all contractors. In motion by Brand, seconded by Zieman, Resolution No. 2014-11 entitled "Resolution Approving Execution Of 2014 Contract To Provide Building Inspection Services to The City of Nicollet", was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2014-11 is contained in the City Administrator's book entitled Council Resolutions 20.

Nicollet County Senior Services Contract – Recreation and Leisure Services Director Timmerman requested authorization for execution of a renewal contract between the City and Nicollet County for provision of part-time senior services through the Recreation and Leisure Services Department. Timmerman reported the contract began 15 years ago when the City's part-time Senior Coordinator retired and sharing the services of the Nicollet County employee was seen as a way to continue the services. Timmerman noted the contract was for a two-year period and the expected cost was \$28,000 per year. In motion by Zieman, seconded by Brand, Resolution No. 2014-12 entitled "Resolution Authorizing Execution Of Contract Between The City and Nicollet County For The Provision of Senior Services", was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2014-12 is contained in the City Administrator's book entitled Council Resolutions 20.

Nicollet County Library Services Contract – City Administrator Prafke recommended execution of a renewal contract with Nicollet County for the City to provide library services to County residents living outside of the City limits. Prafke noted that State law prohibits libraries from restricting service to city residents and the County was required to expend a "minimum maintenance of effort" amount each year which turned into the County brokering with the City for services. Prafke noted the expected revenues from the contract were already built into the library budget and if the contract was not approved, the Library budget would experience a significant shortfall. In motion by Parras, seconded by Zieman, Resolution No. 2014-13 entitled "Resolution Authorizing Execution Of Library Services Contract", was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of

Resolution No. 2014-13 is contained in the City Administrator's book entitled Council Resolutions 20.

2014 Equipment Certificate Purchase: Street Sweeper – Public Works Director Giesking requested authorization to purchase a replacement Elgin Pelican three wheel mechanical sweeper from MacQueen Equipment for the state bid price of \$185,829 which includes trade-in of the existing Pelican sweeper valued at \$16,402. Giesking reviewed the mechanical issues with the existing sweeper and the features and benefits of the proposed replacement sweeper. Giesking also noted the Elgin model was being recommended over a model from Global Sweeping Solutions because the Global unit was a rear dump model, did not provide the options available on the Elgin, and servicing for the Global unit was not available in Minnesota. City Administrator Prafke noted an error on the proposed resolution which indicated the Global price included trade-in of the existing sweeper. Prafke recommended the resolution be modified to show no trade-in value included on the Global price.

In motion by Kvamme, seconded by Parras, Resolution No. 2014-14 entitled "Resolution Authorizing 2014 Equipment Certificate Purchase: Mechanical Street Sweeper", was introduced with the change to the resolution. Upon roll call, with all in favor, the Resolution was declared passed and adopted as modified. A complete copy of Resolution No. 2014-14 is contained in the City Administrator's book entitled Council Resolutions 20.

Reports

Mayor's Report – Mayor Strand reported on his recent activities which included attending Region Nine Development Commission meetings; a Coalition of Greater Minnesota Cities board meeting with Councilmember Parras; a hospital focus group meeting; and KNUJ "St. Peter Day" broadcast.

Office Closure – City Administrator Prafke reported non-emergency City offices will be closed on Tuesday, February 4th until 1:30 p.m. while staff attends a training session.

Winterfest Medallion Hunt – City Administrator Prafke asked those participating in the hunt for the Winterfest medallion to remember that the medallion will not be underground so no digging is required and it will not be within a restricted or locked area. Prafke also noted that the Chamber of Commerce had publically stated the medallion was not at Jefferson Fields where a water pipe burst and flooded a large area.

Councilmember Zieman thanked those who had been feeding deer in town for stopping and indicated he had received no further reports of deer sightings.

Closed Session: Land Sale Negotiations – City Administrator Prafke requested a closed session as allowed under State Statutes for discussion of land sale negotiations. In motion by Kvamme, seconded by Brand, Resolution No. 2014-15 entitled "Resolution Calling For Closed Session", was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2014-15 is contained in the City Administrator's book entitled Council Resolutions 20.

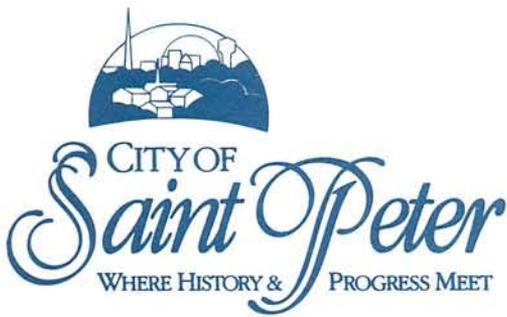
The Council adjourned to closed session in the Traverse des Sioux room of the Community Center at 8:12 p.m. The Council returned to open session at 8:41 p.m.

There being no further business, a motion was made by Brand, seconded by Parras, to adjourn. With all in favor, the motion carried and the meeting adjourned at 8:42 p.m.

Timothy Strand
Mayor

ATTEST:

Todd Prafke
City Administrator



Memorandum

TO: Todd Prafke
City Administrator

DATE: 2/7/14

FROM: Lewis Giesking
Director of Public Works

RE: Emissions Testing

ACTION/RECOMMENDATION

Accept the quote for formal emissions testing at the Broadway Generation Plant from Compliance Services of Edgewood, Iowa, in the amount of \$15,300.

BACKGROUND

The City is under a mandate from the Environmental Protection Agency to install catalysts at the Broadway Generation Plant to reduce the carbon dioxide emissions. The work must be completed by May 3, 2014 to meet the mandated requirements. The City Council purchased the catalysts materials in the summer of 2013, and awarded the installation work to Prestige Manufacturing in November 2013. The structural work to install new beams and reinforce the roof joists has been completed and installation of the catalyst equipment will begin next week and will take about 2 to 3 weeks.

Two tasks need to be completed. One is to confirm the back pressure limit on the engines is not exceeded due to the installation of the catalysts. Ziegler, Inc. has been retained to verify back pressure on the engines do not exceed engine standards. The second is required by the Environmental Protection Agency (EPA) and includes compliance testing of the final installation to certify that emission requirements are met. A certified testing company must be retained to conduct the compliance testing. DGR Engineers, the City's electrical engineering firm, has received proposals for this work as follows:

<u>COMPANY</u>	<u>PROPOSAL</u>
American Engineering Testing, Inc.	No proposal submitted
Compliance Services	\$15,300.00
Comprehensive Emission Services	\$16,700.00
Interpoll Laboratories	No proposal submitted

Compliance Services conducted the preliminary testing on the City's engines for this project and have performed other work for DGR engineering successfully. Their scope of work includes conducting the tests and filing the appropriate certification of the results with EPA.

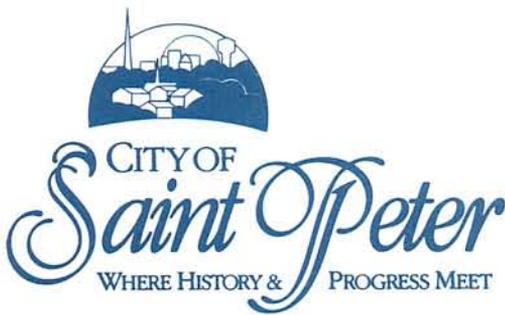
The inclusive budget for this project remains as follows:

Informal Emissions Testing (Compliance Services, Inc.)	\$ 2,467.12
Major Materials (Ziegler Power Systems)	\$ 185,892.00
Construction Contract (Pending)	\$ 248,750.00
Inspection – Welds (estimated)	\$ 4,000.00
Inspection – Ziegler (estimated)	\$ 4,500.00
Formal Emissions Testing (estimated)	\$ 22,000.00
Engineering (estimated)	\$ 49,000.00
Contingencies	\$ 15,000.00
TOTAL	\$ 531,609.12

I recommend acceptance of the proposal from Compliance Services. The proposal is under the original budget of \$22,000 and the work will be funded from the Electric Utility fund.

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

LGG/amg



Memorandum

TO: Todd Prafke
City Administrator

DATE: 02/07/14

FROM: Jane Timmerman
Recreation and Leisure Services Director

RE: Community Center Purchase

ACTION/RECOMMENDATION

Approve the purchase of twenty 2.5 x 8 foot tables and table cart from Mity-Lite in the amount of \$4,530 plus shipping.

BACKGROUND

The 2014 Community Center budget includes funding to reupholster 100 chairs for approximately \$7,000. After reviewing the status of our furniture, it is my recommendation that it would be more beneficial for the Community Center and staff to purchase additional light weight sturdy tables rather than recovering all the chairs. If approved, I would plan on splitting the funds available and purchasing 20 tables and reupholstering approximately 20 chairs.

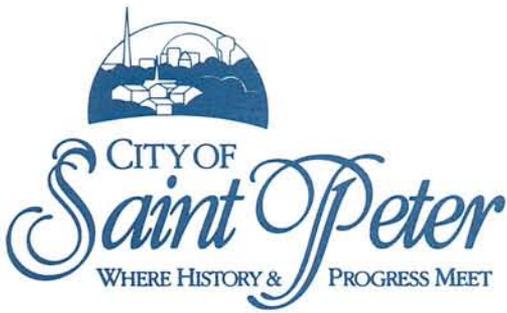
More and more the Community Center is used for various programs and events that need 20-30 long tables (e.g. Senior Expo, Chill Out/Mental Health Fair, Relay for Life, etc.). To have enough tables for some of these events, we have had to borrow tables from the Armory. The Armory tables are the Mity-Lite tables which are significantly lighter weight yet sturdy. Purchasing Mity-Lite tables will be more efficient for us so we don't have to borrow tables, and because more people will be able to carry the lighter weight tables and be responsible for moving them where they need them. Purchasing the cart to move the Mity-Lite tables will also save time as well as possible damage to the floors due to dragging or dropping the heavier tables.

The current tables were purchased in 2002. Because they are heavy and well-made they have lasted and are in good shape. We will still use those tables, but will supplement them with lighter weight tables which gives us more flexibility and makes us more efficient.

Please include purchase of these tables and table cart on the consent agenda for the February 10th regular meeting.

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

JT/



Memorandum

To: Todd Prafke
City Administrator

Date: February 5, 2014

Fr: Cindy Moulton *Cindy*
Administrative Secretary

Re: License

ACTION/RECOMMENDATION

Provide approval of license.

BACKGROUND

Francis Weber dba City Grille & Pub, has submitted a Show License application in order to have entertainment at his establishment located at 814 North Minnesota Avenue. The license became effective February 1, 2014 contingent upon City Council approval.

Please place this item on the February 10, 2014 City Council consent agenda.

FISCAL IMPACT:

None other than receipt of the permit fees.

ALTERNATIVES/VARIATIONS:

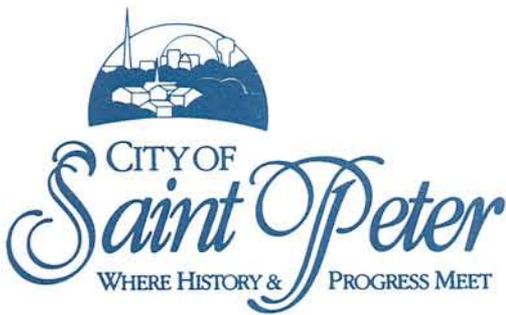
Do Not Act: No further action will be taken without Council direction.

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: Honorable Mayor Strand
Members of the City Council

DATE: 2/6/2014

FROM: Todd Prafke
City Administrator

RE: Donation Acceptance

ACTION/RECOMMENDATION

Accept a donation from the Carl and Verna Schmidt Foundation.

BACKGROUND

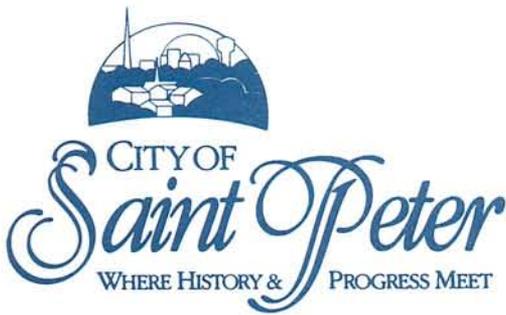
The City has adopted a donation policy which stipulates that donations with an estimated value of \$5,000 or higher must be accepted by the City Council during a regular Council meeting.

Staff recommends the Council formally accept a donation from the Carl and Verna Schmidt Foundation in the amount of \$47,000 to be used for operations at the Saint Peter Public Library.

Please include acceptance of this donation on the consent agenda for the February 10, 2014 regular meeting.

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

TP/bal



Memorandum

TO: Honorable Mayor Strand
Members of the City Council

DATE: 2/6/2014

FROM: Todd Prafke
City Administrator

RE: Highway 169 Coalition Representation

ACTION/RECOMMENDATION

Appoint Councilmember Grams as the elected official alternate to the Highway 169 Coalition.

BACKGROUND

The City Council has previously taken action to appoint elected and appointed officials to the Highway 169 Coalition. The elected official designation included former Councilmember Pfeifer who is no longer on the Council and staff recommends the Council appoint a new alternate.

Mayor Strand recommends the appointment of Councilmember Grams as the City's elected official alternate to the Highway 169 Coalition. Action to approve this appointment is included on the consent agenda for the February 10, 2014 regular meeting.

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

TP/bal

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
AMAZON	ink cartridge	GENERAL FUND	FINANCE	36.48
	ink cartridge	GENERAL FUND	ECONOMIC DEVMT	89.99
	library materials	LIBRARY FUND	LIBRARY	307.25
	ink cartridge	WATER	ADMIN AND GENERAL	9.12
	ink cartridge	WASTE WATER FUND	ADMIN AND GENERAL	9.12
	ink cartridge	ENVIRON SERVICES F	ADMIN AND GENERAL	9.11
	ink cartridge	ELECTRIC FUND	ADMIN AND GENERAL	9.12
			TOTAL:	470.19
BOLTON & MENK INC	staff mtg	GENERAL FUND	STREETS	190.31
	srts trail-traverse	GENERAL FUND	STREETS	236.25
	295 turnback st vacations	GENERAL FUND	STREETS	300.00
	staff mtg	GENERAL FUND	PARKS	152.25
	ramsey,vets,hwy22	GENERAL FUND	PARKS	2,231.00
	wash ave link thru 12/20/1	PERM IMPROVMENT RE	STREETS	14,000.00
	nrth end opt thru 12/20/13	PERM IMPROVMENT RE	STREETS	7,022.00
	old mn/st julien thru 12/2	PERM IMPROVMENT RE	STREETS	62,543.00
	n3rd st imprv thru 12/20/1	WATER	CAPITAL-WATER DISTRIBU	151.67
	staff mtg	WATER	ADMIN AND GENERAL	76.13
	st julien filter,watermain	WATER	ADMIN AND GENERAL	2,910.20
	n3rd st imprv thru 12/20/1	WASTE WATER FUND	CAPITAL-COLLECTOR SYST	151.67
	union/st j/old mn/std	WASTE WATER FUND	CAPITAL-COLLECTOR SYST	3,375.00
	staff mtg	WASTE WATER FUND	ADMIN AND GENERAL	76.13
	staff mtg	ENVIRON SERVICES F	ADMIN AND GENERAL	76.12
	staff mtg	ELECTRIC FUND	ADMIN AND GENERAL	190.31
	n3rd st imprv thru 12/20/1	STORMWATER FUND	CAPITAL-COLL SYS/LIFT	151.66
	brn st basin thru 12/20/13	STORMWATER FUND	CAPITAL-COLL SYS/LIFT	8,629.50
	storm basin sizing,coord	STORMWATER FUND	CAPITAL-COLL SYS/LIFT	3,590.00
	chatham/n 4th thru 12/20/1	STORMWATER FUND	CAPITAL-COLL SYS/LIFT	940.00
			TOTAL:	106,993.20
C & S SUPPLY CO INC	clothing allowance rick w	GENERAL FUND	PARKS	184.97
	clothing allowance jeff f	WASTE WATER FUND	ADMIN AND GENERAL	46.78
	clothing allowance dan k	ENVIRON SERVICES F	ADMIN AND GENERAL	62.99
			TOTAL:	294.74
CARQUEST AUTO PARTS STORES	grease	WATER	PURIFICATION AND TREAT	72.80
	min bulb	WASTE WATER FUND	COLLECTOR/LIFT STAT	21.05
	red lamp bar	ELECTRIC FUND	POWER DISTRIBUTION	37.83
			TOTAL:	131.68
CDW GOVERNMENT, INC.	ms office 2013	ELECTRIC FUND	ADMIN AND GENERAL	2,177.30
			TOTAL:	2,177.30
CREATIVE PLAY PLACE	monster dash part'1 procee	RESTRICTED CONTRIB	RECREATION/LEISURE SER	1,228.00
			TOTAL:	1,228.00
DAVE'S ELECTRONIC SERVICE	spare new 2-way	GENERAL FUND	STREETS	680.53
	#48&33radio repair ant,mic	GENERAL FUND	STREETS	361.29
	#44rad repair microphone&l	GENERAL FUND	STREETS	138.40
			TOTAL:	1,180.22
DGR ENGINEERING	2013 distr design	ELECTRIC FUND	CAPITAL-DISTRIBUTION S	405.00
	brdwy gen constr&final	ELECTRIC FUND	CAPITAL-DISTRIBUTION S	2,539.72
			TOTAL:	2,944.72

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
FASTENAL COMPANY	pallet jack,adj wrench	WATER	PURIFICATION AND TREAT	477.64
	std dead blow hammer	WATER	DISTRIBUTION AND STORA	30.65
	screws,washers,nuts	WATER	DISTRIBUTION AND STORA	3.75
	cotter pins	WATER	DISTRIBUTION AND STORA	1.14
			TOTAL:	513.18
HAWKINS, INC.	sulfuric acid	WASTE WATER FUND	BIOSOLIDS	52.09
	sulfuric acid	WASTE WATER FUND	SOURCE/TREATMENT	121.55
			TOTAL:	173.64
IMPACT	dec bills printing	WATER	CUSTOMER ACCOUNTS	138.00
	dec bills postage	WATER	CUSTOMER ACCOUNTS	360.40
	dec bills printing	WASTE WATER FUND	CUSTOMER ACCOUNTS	138.00
	dec bills postage	WASTE WATER FUND	CUSTOMER ACCOUNTS	360.40
	dec bills printing	ENVIRON SERVICES F	CUSTOMER ACCOUNTS	138.00
	dec bills postage	ENVIRON SERVICES F	CUSTOMER ACCOUNTS	360.38
	dec bills printing	ELECTRIC FUND	CUSTOMER ACCOUNTS	137.98
	dec bills postage	ELECTRIC FUND	CUSTOMER ACCOUNTS	360.40
	dec bills flyer	ELECTRIC FUND	CUSTOMER ACCOUNTS	172.27
			TOTAL:	2,165.83
JAVENS MECHANICAL CONTRACTING CO.	pm heating boiler#3,mua#4	WASTE WATER FUND	SOURCE/TREATMENT	620.35
			TOTAL:	620.35
KIND VETERINARY CLINIC PA	sept & oct svc	GENERAL FUND	COMMUNITY SERVICE	300.00
			TOTAL:	300.00
NIELSEN BLACKTOPPING, LLC	226 nassau sidewlk&handica	GENERAL FUND	STREETS	6,203.00
			TOTAL:	6,203.00
RIVER'S EDGE HOSPITAL & CLINIC	2nd half pera aid 2013	GENERAL FUND	NON-DEPARTMENTAL	14,375.00
	clinic fees	GENERAL FUND	FIRE	180.00
			TOTAL:	14,555.00
RYAN ELECTRIC OF ST PETER	com center ballast work	COMMUNITY CENTER	COMMUNITY CENTER	280.00
	comm ctr ballasts	COMMUNITY CENTER	COMMUNITY CENTER	105.00
	library ballasts	COMMUNITY CENTER	COMMUNITY CENTER	105.00
			TOTAL:	490.00
ST PETER FIREFIGHTERS RELIEF	2nd half tax levy	FIREMANS RELIEF	FIRE	2,506.00
			TOTAL:	2,506.00
STAPLES ADVANTAGE	name badges&plates	GENERAL FUND	MAYOR & COUNCIL	56.43
			TOTAL:	56.43
STREICHER'S	uniform allowance	GENERAL FUND	POLICE	368.13
			TOTAL:	368.13
TIGERDIRECT.COM	generation plant monitor	ELECTRIC FUND	ADMIN AND GENERAL	140.64
			TOTAL:	140.64
VISA	dept head retreat meal	GENERAL FUND	CITY ADMINISTRATION	90.23
	transformer school meals	ELECTRIC FUND	ADMIN AND GENERAL	66.67
			TOTAL:	156.90
WILSON DEVELOPMENT SERVICES, LLC	out of contr,reimbursable	PERM IMPROVMENT RE	STREETS	456.13
			TOTAL:	456.13

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
===== FUND TOTALS =====				
101	GENERAL FUND			26,174.26
211	LIBRARY FUND			307.25
217	COMMUNITY CENTER			490.00
234	FIREMANS RELIEF			2,506.00
401	PERM IMPROVMENT REVOLVING			84,021.13
601	WATER			4,231.50
602	WASTE WATER FUND			4,972.14
603	ENVIRON SERVICES FUND			646.60
604	ELECTRIC FUND			6,237.24
606	STORMWATER FUND			13,311.16
820	RESTRICTED CONTRIBUTIONS			1,228.00

	GRAND TOTAL:			144,125.28

TOTAL PAGES: 3

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
AUDIO EDITIONS	replacement sound disc	LIBRARY FUND	LIBRARY	8.00
			TOTAL:	8.00
BEST WESTERN	mn rural water conf hotel	WATER	ADMIN AND GENERAL	100.01
	mn rural water conf hotel	WASTE WATER FUND	ADMIN AND GENERAL	200.02
	mn rural water conf hotel	STORMWATER FUND	ADMINISTRATION AND GEN	100.01
			TOTAL:	400.04
BOBCAT OF MANKATO	filter	GENERAL FUND	PARKS	22.69
	#908 bristles	GENERAL FUND	PARKS	609.84
	#908 wheel	GENERAL FUND	PARKS	150.32
			TOTAL:	782.85
SUSAN BRUNZ	mileage to oakdale mtg	GENERAL FUND	BUILDING INSPECTOR	98.56
			TOTAL:	98.56
C & S SUPPLY CO INC	heater for jefferson field	PROPERTY INSURANCE	INSURANCE-UNALLOCATED	199.99
			TOTAL:	199.99
CENTERPOINT ENERGY MINNEGASCO	gac jan '14	GENERAL FUND	FIRE	811.14
	gac jan '14	GENERAL FUND	STREETS	802.32
	gac jan '14	GENERAL FUND	SWIMMING POOL	45.10
	gac jan '14	GENERAL FUND	PARKS	641.86
	gac jan '14	LIBRARY FUND	LIBRARY	1,675.84
	gac jan '14	COMMUNITY CENTER	COMMUNITY CENTER	3,927.58
	dec-jan gas@1724 n 5th	PERM IMPROVMENT RE	STREETS	44.21
	gac jan '14	WATER	PURIFICATION AND TREAT	2,065.85
	gac jan '14	WATER	PURIFICATION AND TREAT	217.79
	gac jan '14	WATER	ADMIN AND GENERAL	320.93
	gac jan '14	WASTE WATER FUND	COLLECTOR/LIFT STAT	12.59
	gac jan '14	WASTE WATER FUND	SOURCE/TREATMENT	11,174.51
	gac jan '14	WASTE WATER FUND	ADMIN AND GENERAL	320.93
	gac jan '14	ENVIRON SERVICES F	ADMIN AND GENERAL	320.92
	gac jan '14	ELECTRIC FUND	ADMIN AND GENERAL	802.32
			TOTAL:	23,183.89
CINTAS FIRST AID & SAFETY	sanicloth,tweezer	GENERAL FUND	STREETS	3.06
	first aid supplies	GENERAL FUND	RECREATION/LEISURE SER	51.86
	sanicloth,tweezer	GENERAL FUND	PARKS	2.45
	first aid supplies	COMMUNITY CENTER	COMMUNITY CENTER	51.86
	sanicloth,tweezer	WATER	ADMIN AND GENERAL	1.23
	sanicloth,tweezer	WASTE WATER FUND	ADMIN AND GENERAL	1.23
	sanicloth,tweezer	ENVIRON SERVICES F	ADMIN AND GENERAL	1.22
	sanicloth,tweezer	ELECTRIC FUND	ADMIN AND GENERAL	3.06
			TOTAL:	115.97
COLE PAPERS INC	urinal mats	GENERAL FUND	STREETS	4.75
	center pull towels	GENERAL FUND	STREETS	51.30
	cleaner,towels	GENERAL FUND	STREETS	87.44
	knife&forks	GENERAL FUND	STREETS	31.43
	urinal mats	GENERAL FUND	PARKS	4.75
	center pull towels	GENERAL FUND	PARKS	51.30
	cleaner,towels	GENERAL FUND	PARKS	87.44
	knife&forks	GENERAL FUND	PARKS	31.43
	cleaning supplies	LIBRARY FUND	LIBRARY	104.48
	cleaning supplies	COMMUNITY CENTER	COMMUNITY CENTER	30.73

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	cleaning supplies	COMMUNITY CENTER	COMMUNITY CENTER	417.94
	urinal mats	WATER	DISTRIBUTION AND STORA	2.37
	center pull towels	WATER	DISTRIBUTION AND STORA	25.65
	cleaner,towels	WATER	DISTRIBUTION AND STORA	43.72
	knife&forks	WATER	DISTRIBUTION AND STORA	15.71
	urinal mats	WASTE WATER FUND	SOURCE/TREATMENT	2.37
	center pull towels	WASTE WATER FUND	SOURCE/TREATMENT	25.65
	cleaner,towels	WASTE WATER FUND	SOURCE/TREATMENT	43.72
	knife&forks	WASTE WATER FUND	SOURCE/TREATMENT	15.71
	urinal mats	ENVIRON SERVICES F	REFUSE DISPOSAL	2.37
	center pull towels	ENVIRON SERVICES F	REFUSE DISPOSAL	25.65
	cleaner,towels	ENVIRON SERVICES F	REFUSE DISPOSAL	43.72
	knife&forks	ENVIRON SERVICES F	REFUSE DISPOSAL	15.71
	urinal mats	ELECTRIC FUND	POWER DISTRIBUTION	4.75
	center pull towels	ELECTRIC FUND	POWER DISTRIBUTION	51.30
	cleaner,towels	ELECTRIC FUND	POWER DISTRIBUTION	87.44
	knife&forks	ELECTRIC FUND	POWER DISTRIBUTION	31.43
	urinal mats	STORMWATER FUND	TREATMENT	2.37
	center pull towels	STORMWATER FUND	TREATMENT	25.63
	cleaner,towels	STORMWATER FUND	TREATMENT	43.72
	knife&forks	STORMWATER FUND	TREATMENT	15.72
			TOTAL:	1,427.70
CREDIT RIVER TOOLS	wrench sets	GENERAL FUND	STREETS	91.64
	micro torch kit	GENERAL FUND	STREETS	16.98
	retractable utility knife	GENERAL FUND	STREETS	4.80
	wrench sets	GENERAL FUND	PARKS	91.64
	micro torch kit	GENERAL FUND	PARKS	16.98
	retractable utility knife	GENERAL FUND	PARKS	4.80
	wrench sets	WATER	DISTRIBUTION AND STORA	45.82
	micro torch kit	WATER	DISTRIBUTION AND STORA	8.49
	retractable utility knife	WATER	DISTRIBUTION AND STORA	2.40
	wrench sets	WASTE WATER FUND	SOURCE/TREATMENT	45.82
	micro torch kit	WASTE WATER FUND	SOURCE/TREATMENT	8.49
	retractable utility knife	WASTE WATER FUND	SOURCE/TREATMENT	2.40
	wrench sets	ENVIRON SERVICES F	REFUSE DISPOSAL	45.82
	micro torch kit	ENVIRON SERVICES F	REFUSE DISPOSAL	8.49
	retractable utility knife	ENVIRON SERVICES F	REFUSE DISPOSAL	2.40
	wrench sets	ELECTRIC FUND	POWER DISTRIBUTION	91.64
	micro torch kit	ELECTRIC FUND	POWER DISTRIBUTION	16.98
	retractable utility knife	ELECTRIC FUND	POWER DISTRIBUTION	4.80
	wrench sets	STORMWATER FUND	TREATMENT	45.82
	micro torch kit	STORMWATER FUND	TREATMENT	8.49
	retractable utility knife	STORMWATER FUND	TREATMENT	2.40
			TOTAL:	567.10
DEMCO, INC.	processing supplies	LIBRARY FUND	LIBRARY	249.00
			TOTAL:	249.00
EMERGENCY RESPONSE SOLUTIONS	couplings	GENERAL FUND	FIRE	98.57
	lift bag	GENERAL FUND	FIRE	1,177.05
			TOTAL:	1,275.62
FASTENAL COMPANY	mh bulbs	GENERAL FUND	STREETS	19.43
	mh bulbs	GENERAL FUND	PARKS	19.43
	mh bulbs	WATER	DISTRIBUTION AND STORA	9.72

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	mh bulbs	WASTE WATER FUND	SOURCE/TREATMENT	9.72
	mh bulbs	ENVIRON SERVICES F	REFUSE DISPOSAL	9.72
	mh bulbs	ELECTRIC FUND	POWER DISTRIBUTION	19.43
	yellow paint marker pen	ELECTRIC FUND	POWER DISTRIBUTION	2.86
	mh bulbs	STORMWATER FUND	TREATMENT	9.70
			TOTAL:	100.01
FORMS & SYSTEMS OF MINNESOTA	citation forms	GENERAL FUND	POLICE	1,215.81
			TOTAL:	1,215.81
FOUR SEASONS OVERHEAD DOOR, LLC	pw overhead door #1	GENERAL FUND	STREETS	65.00
	pw overhead door #1	GENERAL FUND	PARKS	52.00
	pw overhead door #1	WATER	ADMIN AND GENERAL	26.00
	pw overhead door #1	WASTE WATER FUND	ADMIN AND GENERAL	26.00
	pw overhead door #1	ENVIRON SERVICES F	ADMIN AND GENERAL	26.00
	pw overhead door #1	ELECTRIC FUND	ADMIN AND GENERAL	65.00
			TOTAL:	260.00
GENESIS	credit	GENERAL FUND	NON-DEPARTMENTAL	2,807.20-
	january fuel	GENERAL FUND	FIRE	299.69
	january fuel	GENERAL FUND	STREETS	7,871.17
	january fuel	GENERAL FUND	PARKS	1,282.59
	january fuel	WATER	DISTRIBUTION AND STORA	54.49
	january fuel	WASTE WATER FUND	COLLECTOR/LIFT STAT	88.02
	january fuel	ENVIRON SERVICES F	REFUSE DISPOSAL	209.57
	january fuel	ELECTRIC FUND	POWER DISTRIBUTION	585.13
	january fuel	STORMWATER FUND	TREATMENT	251.91
	january fuel	HEARTLAND TRANSIT	TRANSIT/TRANSPORTATION	753.21
			TOTAL:	8,588.58
GOPHER STATE ONE-CALL INC	locates for feb '12	WATER	DISTRIBUTION AND STORA	33.33
	locates for feb '12	WASTE WATER FUND	COLLECTOR/LIFT STAT	33.33
	locates for feb '12	ELECTRIC FUND	POWER DISTRIBUTION	33.34
			TOTAL:	100.00
GRAINGER	stopwatches	GENERAL FUND	FIRE	102.47
			TOTAL:	102.47
HAWKINS, INC.	sodium hyd,sodium metab	WATER	PURIFICATION AND TREAT	2,775.00
	sulfuric acid	WASTE WATER FUND	BIOSOLIDS	98.52
	sulfuric acid	WASTE WATER FUND	SOURCE/TREATMENT	229.88
			TOTAL:	3,103.40
HILLYARD/HUTCHINSON	vacuum exhaust filter	GENERAL FUND	STREETS	8.37
	vacuum exhaust filter	GENERAL FUND	PARKS	8.37
	vacuum bags	LIBRARY FUND	LIBRARY	29.51
	vacuum bags	COMMUNITY CENTER	COMMUNITY CENTER	118.04
	spring	COMMUNITY CENTER	COMMUNITY CENTER	41.63
	vacuum exhaust filter	WATER	DISTRIBUTION AND STORA	4.19
	vacuum exhaust filter	WASTE WATER FUND	SOURCE/TREATMENT	4.19
	vacuum exhaust filter	ENVIRON SERVICES F	REFUSE DISPOSAL	4.19
	vacuum exhaust filter	ELECTRIC FUND	POWER DISTRIBUTION	8.37
	vacuum exhaust filter	STORMWATER FUND	TREATMENT	4.19
			TOTAL:	231.05
HOLIDAY COMMERCIAL	january fuel	GENERAL FUND	POLICE	182.98

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	january car wash	GENERAL FUND	POLICE	8.55
	january fuel	GENERAL FUND	BUILDING INSPECTOR	170.75
	january car wash	GENERAL FUND	BUILDING INSPECTOR	9.56
	cat food	GENERAL FUND	COMMUNITY SERVICE	2.12
	january fuel	GENERAL FUND	PUBLIC WORKS ADMIN	74.52
	january fuel	GENERAL FUND	STREETS	117.31
	january fuel	GENERAL FUND	PARKS	201.24
	january fuel	WATER	CUSTOMER ACCOUNTS	56.68
	january fuel	WASTE WATER FUND	CUSTOMER ACCOUNTS	56.68
	january fuel	ENVIRON SERVICES F	REFUSE DISPOSAL	139.72
	january fuel	ELECTRIC FUND	POWER DISTRIBUTION	219.47
	january fuel	ELECTRIC FUND	CUSTOMER ACCOUNTS	56.70
			TOTAL:	1,296.28
INGRAM BOOK COMPANY	new library materials	LIBRARY FUND	LIBRARY	502.18
			TOTAL:	502.18
JAVENS MECHANICAL CONTRACTING CO.	pulled damper shut labor	WASTE WATER FUND	SOURCE/TREATMENT	62.00
			TOTAL:	62.00
JETTER CLEAN, INC.	430 ritt st service	TORNADO DISASTER R	ECONOMIC DEVMT	261.50
			TOTAL:	261.50
THE JOURNAL	1 year renewal	LIBRARY FUND	LIBRARY	186.00
			TOTAL:	186.00
KWIK TRIP INC	january fuel	GENERAL FUND	POLICE	1,805.98
	january fuel	GENERAL FUND	FIRE	128.59
	january fuel	GENERAL FUND	PARKS	353.14
	january fuel	WATER	ADMIN AND GENERAL	21.86
	january fuel	WASTE WATER FUND	ADMIN AND GENERAL	21.86
	january fuel	ENVIRON SERVICES F	REFUSE DISPOSAL	61.01
	january fuel	HEARTLAND TRANSIT	TRANSIT/TRANSPORTATION	2,910.14
			TOTAL:	5,302.58
LEAGUE OF MN CITIES INSURANCE TRUST	leadership conf roger p	GENERAL FUND	MAYOR & COUNCIL	315.00
	1st qtr workers comp	GENERAL FUND	MAYOR & COUNCIL	18.19
	1st qtr workers comp	GENERAL FUND	CITY ADMINISTRATION	140.54
	1st qtr workers comp	GENERAL FUND	CITY CLERK	60.49
	1st qtr workers comp	GENERAL FUND	FINANCE	166.01
	1st qtr workers comp	GENERAL FUND	MUNICIPAL BUILDING	243.10
	1st qtr workers comp	GENERAL FUND	POLICE	6,378.26
	1st qtr workers comp	GENERAL FUND	FIRE	4,162.75
	1st qtr workers comp	GENERAL FUND	FIRE	198.08
	1st qtr workers comp	GENERAL FUND	BUILDING INSPECTOR	135.31
	1st qtr workers comp	GENERAL FUND	COMMUNITY SERVICE	304.05
	1st qtr workers comp	GENERAL FUND	PUBLIC WORKS ADMIN	178.29
	1st qtr workers comp	GENERAL FUND	STREETS	4,459.12
	1st qtr workers comp	GENERAL FUND	RECREATION/LEISURE SER	1,057.24
	1st qtr workers comp	GENERAL FUND	SWIMMING POOL	769.11
	1st qtr workers comp	GENERAL FUND	SKATING RINKS	18.19
	1st qtr workers comp	GENERAL FUND	PARKS	2,526.11
	1st qtr workers comp	GENERAL FUND	ECONOMIC DEVMT	87.78
	volunteer insurance premiu	GENERAL FUND	INSURANCE-UNALLOCATED	893.00
	1st qtr workers comp	LIBRARY FUND	LIBRARY	283.81
	1st qtr workers comp	PUBLIC ACCESS	PUBLIC ACCESS	8.64

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT	
	1st qtr workers comp	COMMUNITY CENTER	COMMUNITY CENTER	667.94	
	1st qtr workers comp	WATER	SOURCE OF SUPPLY	178.06	
	1st qtr workers comp	WATER	PURIFICATION AND TREAT	1,262.60	
	1st qtr workers comp	WATER	DISTRIBUTION AND STORA	737.27	
	1st qtr workers comp	WATER	ADMIN AND GENERAL	145.32	
	1st qtr workers comp	WATER	CUSTOMER ACCOUNTS	20.69	
	1st qtr workers comp	WASTE WATER FUND	BIOSOLIDS	133.04	
	1st qtr workers comp	WASTE WATER FUND	COLLECTOR/LIFT STAT	1,340.60	
	1st qtr workers comp	WASTE WATER FUND	SOURCE/TREATMENT	1,629.87	
	1st qtr workers comp	WASTE WATER FUND	ADMIN AND GENERAL	190.12	
	1st qtr workers comp	WASTE WATER FUND	CUSTOMER ACCOUNTS	20.69	
	1st qtr workers comp	ENVIRON SERVICES F	REFUSE DISPOSAL	1,124.79	
	1st qtr workers comp	ENVIRON SERVICES F	ADMIN AND GENERAL	91.42	
	1st qtr workers comp	ENVIRON SERVICES F	CUSTOMER ACCOUNTS	11.60	
	1st qtr workers comp	ELECTRIC FUND	POWER PRODUCTION	88.01	
	1st qtr workers comp	ELECTRIC FUND	POWER DISTRIBUTION	2,129.95	
	1st qtr workers comp	ELECTRIC FUND	ADMIN AND GENERAL	474.61	
	1st qtr workers comp	ELECTRIC FUND	CUSTOMER ACCOUNTS	87.55	
	1st qtr workers comp	STORMWATER FUND	COLLECTIONS/LIFT STATI	318.61	
	1st qtr workers comp	STORMWATER FUND	TREATMENT	91.65	
	1st qtr workers comp	STORMWATER FUND	ADMINISTRATION AND GEN	1,115.23	
	1st qtr workers comp	STORMWATER FUND	CUSTOMER ACCOUNTS	11.60	
	1st qtr workers comp	HEARTLAND TRANSIT	TRANSIT/TRANSPORTATION	1,553.46	
			TOTAL:	35,827.75	
LOCATORS & SUPPLIES, INC.	vests	GENERAL FUND	STREETS	22.65	
	vests	GENERAL FUND	PARKS	18.12	
	vests	WATER	ADMIN AND GENERAL	9.06	
	jim g vests	WATER	ADMIN AND GENERAL	43.30	
	vests	WASTE WATER FUND	ADMIN AND GENERAL	9.06	
	vests	ENVIRON SERVICES F	ADMIN AND GENERAL	9.07	
	vests	ELECTRIC FUND	ADMIN AND GENERAL	22.65	
	pat m arc-flame resist ves	ELECTRIC FUND	ADMIN AND GENERAL	71.85	
			TOTAL:	205.76	
MARCO, INC.	12/23-1/22 contract	GENERAL FUND	CITY ADMINISTRATION	7.60	
	12/23-1/22 contract	GENERAL FUND	CITY CLERK	7.60	
	12/23-1/22 contract	GENERAL FUND	FINANCE	5.07	
	12/23-1/22 contract	GENERAL FUND	POLICE	4.06	
	12/23-1/22 contract	GENERAL FUND	BUILDING INSPECTOR	2.03	
	12/23-1/22 contract	GENERAL FUND	PUBLIC WORKS ADMIN	1.01	
	12/23-1/22 contract	GENERAL FUND	ECONOMIC DEVMT	0.51	
	12/23-1/22 contract	WATER	ADMIN AND GENERAL	4.56	
	12/23-1/22 contract	WASTE WATER FUND	ADMIN AND GENERAL	4.56	
	12/23-1/22 contract	ELECTRIC FUND	ADMIN AND GENERAL	13.69	
			TOTAL:	50.69	
METRO SALES INC	b/w and color printer char	GENERAL FUND	POLICE	40.50	
			TOTAL:	40.50	
MIKE'S COUNTRYSIDE BODY SHOP INC	paint #37a trailer	ELECTRIC FUND	POWER DISTRIBUTION	500.00	
	#12 repair accident damage	HEARTLAND TRANSIT	TRANSIT/TRANSPORTATION	3,109.61	
			TOTAL:	3,609.61	
MISC VENDOR	GALLERY 19	digital imaging	GENERAL FUND	FIRE	100.00
			TOTAL:	100.00	

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
MN COALITION AGAINST SEXUAL ASSAULT	sex offender grids	GENERAL FUND	POLICE	9.00
			TOTAL:	9.00
MN DEPT OF COMMERCE	2014 lec utility assessmen	ELECTRIC FUND	ADMIN AND GENERAL	163.63
			TOTAL:	163.63
MN DEPT OF TRANSPORTATION	jeff k contrct admin clas	STORMWATER FUND	ADMINISTRATION AND GEN	125.00
			TOTAL:	125.00
MN PIPE & EQUIPMENT	#256 6" dip	WATER	NON-DEPARTMENTAL	410.00
	#200 6"repair clamp	WATER	NON-DEPARTMENTAL	154.32
	16"powrmax couplng w/core	WATER	PURIFICATION AND TREAT	738.63
			TOTAL:	1,302.95
MN RURAL WATER ASSOCIATION	mn rural water conf 3/4-6	WATER	ADMIN AND GENERAL	200.00
	mn rural water conf 3/4-6	WASTE WATER FUND	ADMIN AND GENERAL	400.00
	mn rural water conf 3/4-6	STORMWATER FUND	ADMINISTRATION AND GEN	200.00
			TOTAL:	800.00
MN VALLEY REGIONAL FIRE FIGHTERS ASSOC	2014 dues	GENERAL FUND	FIRE	100.00
			TOTAL:	100.00
MN WASTEWATER OPERATORS ASSOCIATION	mwoa sw section meeting	WATER	ADMIN AND GENERAL	20.00
	mwoa sw section meeting	WASTE WATER FUND	ADMIN AND GENERAL	20.00
	mwoa sw section meeting	STORMWATER FUND	ADMINISTRATION AND GEN	20.00
			TOTAL:	60.00
PETE MOULTON	1/1/-1/17/14mileage	WATER	ADMIN AND GENERAL	28.56
	3rd qtr lions dues	WATER	ADMIN AND GENERAL	80.00
	1/1/-1/17/14mileage	WASTE WATER FUND	ADMIN AND GENERAL	25.76
	includes smmpa mileage	ELECTRIC FUND	ADMIN AND GENERAL	118.72
	1/1/-1/17/14mileage	STORMWATER FUND	ADMINISTRATION AND GEN	45.92
			TOTAL:	298.96
MTI DISTRIBUTING CO	pto tension shaft asm	GENERAL FUND	PARKS	222.26
			TOTAL:	222.26
MVTL LABORATORIES INC	testing	WASTE WATER FUND	SOURCE/TREATMENT	645.00
	testing	WASTE WATER FUND	SOURCE/TREATMENT	358.00
	salty disc testing	WASTE WATER FUND	SOURCE/TREATMENT	320.00
			TOTAL:	1,323.00
NAPA AUTO PARTS OF ST PETER	oil filters	GENERAL FUND	NON-DEPARTMENTAL	20.28
	cleaners	GENERAL FUND	POLICE	15.94
	#312sway bar frame bushing	GENERAL FUND	POLICE	16.80
	lighting,gloves,wsshr flui	GENERAL FUND	STREETS	24.53
	core deposit	GENERAL FUND	STREETS	37.00-
	lighting,gloves,wsshr flui	GENERAL FUND	PARKS	24.53
	#6 core deposit	GENERAL FUND	PARKS	89.03-
	lighting,gloves,wsshr flui	WATER	DISTRIBUTION AND STORA	12.27
	filter	WASTE WATER FUND	COLLECTOR/LIFT STAT	67.08
	lighting,gloves,wsshr flui	WASTE WATER FUND	SOURCE/TREATMENT	12.27
	lighting,gloves,wsshr flui	ENVIRON SERVICES F	REFUSE DISPOSAL	12.27
	lighting,gloves,wsshr flui	ELECTRIC FUND	POWER DISTRIBUTION	24.53
	#66reman steer gear,htr co	ELECTRIC FUND	POWER DISTRIBUTION	439.31
	lighting,gloves,wsshr flui	STORMWATER FUND	TREATMENT	12.25

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	#9 filter	HEARTLAND TRANSIT	TRANSIT/TRANSPORTATION	10.26
	#9brake pads	HEARTLAND TRANSIT	TRANSIT/TRANSPORTATION	120.78
			TOTAL:	687.07
JAMES NEARY	mileage to pioneer pwr mtg	GENERAL FUND	FIRE	16.80
			TOTAL:	16.80
NICOLLET COUNTY TREASURER	#913 trailer tabs	ELECTRIC FUND	POWER DISTRIBUTION	28.00
	#817 license tabs	HEARTLAND TRANSIT	TRANSIT/TRANSPORTATION	16.00
			TOTAL:	44.00
NORTH CENTRAL INTERNATIONAL	led marker lights	GENERAL FUND	STREETS	12.73
	led marker lights	GENERAL FUND	PARKS	12.73
	led marker lights	WATER	DISTRIBUTION AND STORA	6.36
	led marker lights	WASTE WATER FUND	SOURCE/TREATMENT	6.36
	led marker lights	ENVIRON SERVICES F	REFUSE DISPOSAL	6.36
	led marker lights	ELECTRIC FUND	POWER DISTRIBUTION	12.73
	#21 drain valve for air dr	ELECTRIC FUND	POWER DISTRIBUTION	63.75
	led marker lights	STORMWATER FUND	TREATMENT	6.37
			TOTAL:	127.39
NORTH CENTRAL LABORATORIES	lab reagents	WASTE WATER FUND	SOURCE/TREATMENT	189.05
			TOTAL:	189.05
NORTHEAST WISCONSIN TECHNICAL COLLEGE	taser training ryan e	GENERAL FUND	POLICE	175.00
			TOTAL:	175.00
NUTTER CLOTHING CO	janet t, jay l, al m	GENERAL FUND	POLICE	143.00
			TOTAL:	143.00
PRESTIGE MANUFACTURING, INC.-	pay est 1 brdwy eq upgrade	ELECTRIC FUND	CAPITAL-DISTRIBUTION S	97,473.47
			TOTAL:	97,473.47
PROFESSIONAL WATER TECHNOLOGIES	low ph lavasol 1 liq memb	WATER	PURIFICATION AND TREAT	581.00
	hi ph lavasol 2 liq memb c	WATER	PURIFICATION AND TREAT	797.00
			TOTAL:	1,378.00
QUILL	printer&ink cartridge	GENERAL FUND	FINANCE	85.83
	ink cartridge	GENERAL FUND	STREETS	71.31
	ink cartridge	GENERAL FUND	PARKS	57.05
	ink cartridge	WATER	ADMIN AND GENERAL	28.52
	printer&ink cartridge	WATER	ADMIN AND GENERAL	21.46
	ink cartridge	WASTE WATER FUND	ADMIN AND GENERAL	28.52
	printer&ink cartridge	WASTE WATER FUND	ADMIN AND GENERAL	21.46
	ink cartridge	ENVIRON SERVICES F	ADMIN AND GENERAL	28.53
	printer&ink cartridge	ENVIRON SERVICES F	ADMIN AND GENERAL	21.45
	ink cartridge	ELECTRIC FUND	ADMIN AND GENERAL	71.31
	printer&ink cartridge	ELECTRIC FUND	ADMIN AND GENERAL	21.46
			TOTAL:	456.90
RADISSON HOTEL	pay with points	GENERAL FUND	NON-DEPARTMENTAL	14.45-
	annual institute trng dean	GENERAL FUND	BUILDING INSPECTOR	180.60
	pay with points	WATER	NON-DEPARTMENTAL	37.93-
	pay with points	WASTE WATER FUND	NON-DEPARTMENTAL	39.73-
	pay with points	ENVIRON SERVICES F	NON-DEPARTMENTAL	88.49-
			TOTAL:	0.00

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
ROYAL TIRE, INC	truck tire valve stems	GENERAL FUND	STREETS	40.00
			TOTAL:	40.00
SIRCHIE FINGER PRINT LAB	evidence supplies	GENERAL FUND	POLICE	84.86
			TOTAL:	84.86
SPECIAL OPERATIONS TRAINING ASSOCIATIO	tactical conf paul h,mike	GENERAL FUND	POLICE	540.00
			TOTAL:	540.00
ST PETER GREENHOUSE & FLORAL	funeral plant	WASTE WATER FUND	ADMIN AND GENERAL	50.00
			TOTAL:	50.00
STAPLES ADVANTAGE	post its,lamp,tape,calenda	GENERAL FUND	RECREATION/LEISURE SER	104.91
			TOTAL:	104.91
STREICHER'S	clothing allowance	GENERAL FUND	POLICE	51.23
	ammunition	GENERAL FUND	POLICE	836.73
			TOTAL:	887.96
THE CARETAKERS, INC	430 ritt st carpet cleanin	TORNADO DISASTER R	ECONOMIC DEVMT	100.00
			TOTAL:	100.00
CURTIS THOMPSON	boiler license&applicatin	WATER	ADMIN AND GENERAL	75.00
			TOTAL:	75.00
VISA	mscic conf meals	GENERAL FUND	POLICE	104.23
	uniform allowance	GENERAL FUND	POLICE	159.96
	ann institute meals dean b	GENERAL FUND	BUILDING INSPECTOR	33.10
	parallel card for ass't co	GENERAL FUND	BUILDING INSPECTOR	55.88
	green expo meals todd,jare	GENERAL FUND	PARKS	36.41
	flooding pants jared h	GENERAL FUND	PARKS	339.99
	spdc mtg meal	GENERAL FUND	ECONOMIC DEVMT	14.62
	staff training meal	LIBRARY FUND	LIBRARY	84.05
	lost&found containers	COMMUNITY CENTER	COMMUNITY CENTER	18.77
	mnwarn conf hotel	WATER	ADMIN AND GENERAL	118.70
	meal - exit interview	WASTE WATER FUND	ADMIN AND GENERAL	16.00
	green expo meals dan,raoul	ENVIRON SERVICES F	ADMIN AND GENERAL	36.41
	tree lopper parts	ENVIRON SERVICES F	ADMIN AND GENERAL	58.02
	smmpa conf hotel	ELECTRIC FUND	ADMIN AND GENERAL	70.54
			TOTAL:	1,146.68
CHRIS VOELTZ	clothing allowance 1/21/14	WATER	ADMIN AND GENERAL	80.49
			TOTAL:	80.49
VOYAGEUR WEB	retainer cntrct for websit	GENERAL FUND	CITY ADMINISTRATION	212.75
	retainer cntrct for websit	GENERAL FUND	CITY CLERK	185.00
	retainer cntrct for websit	GENERAL FUND	FINANCE	111.00
	retainer cntrct for websit	GENERAL FUND	POLICE	111.00
	retainer cntrct for websit	GENERAL FUND	BUILDING INSPECTOR	111.00
	retainer cntrct for websit	GENERAL FUND	STREETS	55.50
	retainer cntrct for websit	GENERAL FUND	RECREATION/LEISURE SER	212.75
	retainer cntrct for websit	GENERAL FUND	PARKS	55.50
	retainer cntrct for websit	GENERAL FUND	ECONOMIC DEVMT	55.50
	retainer cntrct for websit	LIBRARY FUND	LIBRARY	111.00
	retainer cntrct for websit	WATER	ADMIN AND GENERAL	111.00
	retainer cntrct for websit	WASTE WATER FUND	ADMIN AND GENERAL	74.00

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	retainer cntrct for websit	ENVIRON SERVICES F	ADMIN AND GENERAL	37.00
	retainer cntrct for websit	ELECTRIC FUND	ADMIN AND GENERAL	185.00
	retainer cntrct for websit	STORMWATER FUND	ADMINISTRATION AND GEN	111.00
	retainer cntrct for websit	HEARTLAND TRANSIT	TRANSIT/TRANSPORTATION	111.00
			TOTAL:	1,850.00
WESCO DISTRIBUTION INC	#420 4pt junction elbow	ELECTRIC FUND	NON-DEPARTMENTAL	377.25
	#420 4pt junction elbow	ELECTRIC FUND	NON-DEPARTMENTAL	377.25
	#608 15a fuses#609 30a fus	ELECTRIC FUND	NON-DEPARTMENTAL	133.94
	meter covers	ELECTRIC FUND	POWER DISTRIBUTION	107.50
			TOTAL:	995.94
WIGEN COMPANIES, INC.	v band o-ring	WATER	PURIFICATION AND TREAT	353.76
	v band clamp	WATER	PURIFICATION AND TREAT	914.26
			TOTAL:	1,268.02
WOLF MOTOR COMPANY, INC.	#9 front coil springs	HEARTLAND TRANSIT	TRANSIT/TRANSPORTATION	248.18
			TOTAL:	248.18
XCEL ENERGY	hwy 22 bridge lights	GENERAL FUND	STREETS	43.12
			TOTAL:	43.12
ZIEGLER INC	sample tubing	GENERAL FUND	STREETS	1.20
	sample tubing	GENERAL FUND	PARKS	1.20
	sample tubing	WATER	DISTRIBUTION AND STORA	0.60
	sample tubing	WASTE WATER FUND	SOURCE/TREATMENT	0.60
	sample tubing	ENVIRON SERVICES F	REFUSE DISPOSAL	0.60
	sample tubing	ELECTRIC FUND	POWER DISTRIBUTION	1.20
	sample tubing	STORMWATER FUND	TREATMENT	0.59
			TOTAL:	5.99

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

101	GENERAL FUND	43,208.49
201	PROPERTY INSURANCE	199.99
211	LIBRARY FUND	3,233.87
213	PUBLIC ACCESS	8.64
217	COMMUNITY CENTER	5,274.49
240	TORNADO DISASTER REV LOAN	361.50
401	PERM IMPROVMENT REVOLVING	44.21
601	WATER	12,926.10
602	WASTE WATER FUND	18,005.95
603	ENVIRON SERVICES FUND	2,265.54
604	ELECTRIC FUND	105,141.92
606	STORMWATER FUND	2,568.18
610	HEARTLAND TRANSIT	8,832.64

 GRAND TOTAL: 202,071.52

COUNCIL BILL LIST TOTAL
FOR 12/26/13 & 2/10/14

FUND TOTALS

101	GENERAL FUND	69,382.75
201	PROPERTY INSURANCE	199.99
211	LIBRARY FUND	3,541.12
213	PUBLIC ACCESS	8.64
217	COMMUNITY CENTER	5,764.49
234	FIREMANS RELIEF	2506
401	PERM IMPROVEMENT REVOLVING	84,065.34
601	WATER	17,157.60
602	WASTE WATER FUND	22,978.09
603	ENVIRON SERVICES FUND	2,912.14
604	ELECTRIC FUND	111,379.16
606	STORMWATER FUND	15,879.34
610	HEARTLAND TRANSIT	8,832.64
820	RESTRICTED CONTRIBUTIONS	1,228.00

GRAND TOTAL: \$ 345,835.30

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2014 –

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

RESOLUTION APPROVING CONSENT AGENDA

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

1. The following purchase in excess of \$7,500 is hereby approved:

<u>VENDOR</u>	<u>ITEM</u>	<u>PRICE</u>	<u>FUNDING</u>
Compliance Services	Emissions testing	\$15,300.00	Electric
Mity-Lite	Tables and table cart	\$4,854.14	Community Center

2. The following license renewal is hereby approved subject to compliance with City Code regulations and payment of the license fee:

<u>Show License</u>		
City Grille & Pub	814 N MN	2/1/14 – 12/31/14

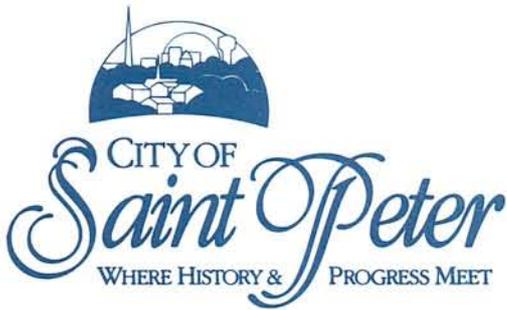
3. The donation from the Carl and Verna Schmidt Foundation in the amount of \$47,000 for library operations funding is hereby accepted.
4. The City's alternate elected official representative on the Highway 169 Coalition shall be Councilmember Grams.
5. The schedule of disbursements for January 24, 2014 through February 5, 2014 is hereby approved.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota this 9th day of February, 2014.

Timothy Strand
Mayor

ATTEST:

Todd Prafke
City Administrator



Memorandum

TO: Todd Prafke
City Administrator

DATE: 02/07/14

FROM: Russ Wille
Community Development Director

RE: WELCO West Redevelopment

ACTION/RECOMMENDATION

Approve execution of a Purchase Agreement and Development Agreement with Mike and Julie Drummer for the redevelopment of the WELCO West Subdivision.

BACKGROUND

In 2004, the City of Saint Peter entered into a Development Agreement for the platting, construction and development of WELCO West Subdivision. The construction of WELCO West Subdivision was begun and a total of eleven (11) residential dwelling units have been developed and sold by WELCO West Development, LLC.

WELCO West Development, LLC has subsequently been dissolved due to bankruptcy and the undeveloped portion of WELCO West Subdivision was declared to be forfeited for non-payment of real estate taxes.

As a result of the tax forfeiture, Nicollet County, on behalf of the State of Minnesota, was charged with the disposition of the land as per the regulations contained in Minnesota State Statutes, §282.01.

Prior to Nicollet County's public auction of the land, the City of Saint Peter requested that the Nicollet County Board of Commissioners delay the sale or lease of the forfeited property for a period of six (6) months as per the conditions of Minnesota State Statutes, §282.01, Subd. 1(a). Subject to the six (6) month hold, the City solicited requests for proposals from area realtors, contractors and land developers seeking the redevelopment of the tax forfeited property.

The City received two (2) responses to our request for redevelopment proposals which were reviewed and analyzed by the City Council. Following such review, the City Council determined that the redevelopment proposal submitted by Drummer Development, Inc. would be most advantageous in that the construction and housing mixture contemplated in the Drummer proposal addresses the housing needs of the community as identified in the City of Saint Peter Housing Study completed in July, 2012.

The Nicollet County Board of Commissioners has endorsed and approved the City's plans for the transfer of the property to the City and the subsequent sale of the land to Drummer Development, Inc. for redevelopment. Additionally, the Minnesota Department of Revenue has reviewed the solicitation process and proposed redevelopment of the property by the City and Drummer Development, Inc. and approved the transfer of property as per Minnesota State Statutes, §282.01.

Subsequent to the approval of the Nicollet County Board of Commissioners and Minnesota Department of Revenue, it is appropriate for a purchase agreement and development agreement to be entered into by and between the City and the Drummers for the redevelopment of the WELCO West Subdivision.

As per the Drummer proposal, the property is to be sold to Mike and Julie Drummer at a price of \$468,000. The Drummer's will also deposit \$50,000 in escrow with the City to ensure that the development meets certain performance standards and timelines. If the developer meets the performance standards prior to December 31, 2016, the \$50,000 will be reimbursed to the Drummers.

The Drummers will be required to re-plat the subdivision to allow for construction of an additional 11 townhouse units, 32 single family homes and a 40 unit multi-family dwelling. The terms of the Development Agreement require that Drummer obtain building permits for the above mentioned construction prior to December 31, 2016 to compel the reimbursement of the escrowed \$50,000.

In addition to the 40 multi-family units to be constructed north of Meridian Street, a second 40 unit residential dwelling can be constructed on the adjoining site once the City is able to establish a regional stormwater basin serving the WELCO West Subdivision. Once a regional basin is sited and constructed, Drummer may abandon the existing basin north of Meridian Street and redevelop the site for a second multi-family dwelling.

The Development Agreement also requires Drummer to remove the water and sewer service lines which are to be abandoned. The services must be removed at the water or sewer main as per previously adopted City standards. No Certificates of Occupancy for any of the residential units will be issued by the Building Official until all such water and sewer lines have been successfully abandoned as per policy.

To address the perceived needs of the community, Drummer has consented to providing certain design enhancements which will increase the accessibility of the residential units. Drummer has agreed that such enhancements will be provided to at least one townhouse unit and one of the thirty-two single family homes. Additionally, Drummer has pledged that a minimum of six of the eighty multi-family units will be developed to the full standards for accessibility included in the American with Disabilities Act.

Finally, the Development Agreement establishes minimum design criteria for the exterior presentation of the single family homes and minimum landscaping requirements for the single family and townhouse units.

FISCAL IMPACT:

The City will receive \$468,000 for the purchase and an additional \$50,000 as a surety. Estimates indicate that the City will also receive an additional \$240,000 in building permit fees

as a result of the activities that are committed. We also anticipate an increase in market value of over \$9,500,000 in the first four years of the development. The money received at closing will cover outstanding assessments and allow the City to close out that fund.

ALTERNATIVES/VARIATIONS:

Do not act: No action will be taken.

Negative Votes: The Community Development Director will attempt to renegotiate the terms of the development agreement as per the direction of the City Council.

Modification of the Resolution: This is always an option of the Council, but any changes would need to be acceptable to Mike and Julie Drummer.

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

RW

PURCHASE AGREEMENT

1. PARTIES. This Purchase Agreement is made on Jan. 28, 2014, by and between the City of Saint Peter, a municipal corporation, **SELLER**, and Michael A. Drummer and Julie K. Drummer, husband and wife, **BUYER**.

2. OFFER/ACCEPTANCE. **BUYER** offers to purchase and **SELLER** agrees to sell real property legally described as follows, to-wit:

INSERT LEGAL DESCRIPTION

located at Meridan Street and Pratt Circle, City of St. Peter, County of Nicollet, State of Minnesota.

3. ACCEPTANCE DEADLINE. This offer to purchase, unless accepted sooner, shall be null and void at 11:59 p.m. Feb 10, 2014, and in such event all earnest money shall be refunded to **BUYER**.

4. PERSONAL PROPERTY AND FIXTURES INCLUDED IN SALE. The following items of personal property and fixtures owned by **SELLER** and currently located on the property are included in this sale: garden bulbs, plants, shrubs, trees.

5. PRICE AND TERMS. The price for the real and personal property included in this sale is Four Hundred Sixty-eight Thousand and no/100ths Dollars (\$468,000.00) which **BUYER** shall pay as follows:

Earnest money in the sum of \$1,000.00 to be held in the Brandt Law Office Trust Account until closing.

\$467,000.00, cash on or before April 1, 2014, the DATE OF CLOSING.

6. DEED/MARKETABLE TITLE. Upon performance by **BUYER**, **SELLER** shall execute and deliver a Quit Claim Deed, conveying title the **SELLER** obtained from Nicollet County pursuant to a real estate tax forfeiture.

7. REAL ESTATE TAXES AND SPECIAL ASSESSMENTS. Real estate taxes due and payable in and for the year of closing shall be prorated between **SELLER** and **BUYER** on a calendar year basis to the actual date of closing.

SELLER SHALL PAY on Date of Closing all installments of special assessments certified for payment with the real estate taxes due and payable in the year of closing.

SELLER SHALL PAY ON DATE OF CLOSING all other special assessments levied as of the date of this agreement.

BUYER shall pay real estate taxes due and payable in the year following closing and thereafter. **SELLER** warrants that taxes due and payable in the year 2013 will be non-homestead classification. **SELLER** makes no representation concerning the amount of future real estate taxes or of future special assessments.

8. SELLER'S BOUNDARY LINE, ACCESS, RESTRICTIONS AND LIEN WARRANTIES. **SELLER** warrants that there is a right of access to the real property from a public right of way. **SELLER** warrants that there has been no labor or material furnished to the property for which payment has not been made. **SELLER** warrants that there are no present violations of any restriction relating to the use of improvement of the property. These warranties shall survive the delivery of the deed.

9. CONDITION OF PROPERTY. **SELLER** warrants that the property is connected to city sewer and city water. **SELLER** shall remove all debris and all personal property not included in this sale from the property before possession date. **SELLER** has not received any notice from any governmental authority as to the existence of any dutch elm disease, oak wilt, or other disease any trees on the property.

SELLER'S warranties and representations contained in this paragraph 10 shall survive the delivery of the Deed, provided that any notice of a defect or claim of breach of warranty must be in writing and given by **BUYER** to **SELLER** within six (6) months of the date of closing or be deemed waived.

10. DISCLOSURE OF NOTICES. **SELLER** has not received any notice from any governmental authority as to violation of any law, ordinance or regulation, if the property is subject to restrictive covenants, **SELLER** has not received any notice from any person as to a breach of the covenants.

11. POSSESSION. **SELLER** shall deliver possession of the property not later than immediately after closing.

12. EXAMINATION OF TITLE. Within a reasonable time after acceptance of this Agreement **SELLER** shall furnish **BUYER** with an Abstract of Title certified to date including proper searches covering bankruptcies and State and Federal judgments, liens, and

levied and pending special assessments **BUYER** shall have ten (10) business days after receipt of the Abstract of Title either to have **BUYER'S** attorney examine the title at **BUYER'S** own expense, to make an application for a Title Insurance Policy and notify **SELLER** of the application. **BUYER** shall have ten (10) business days after receipt of the Commitment for Title Insurance to provide **SELLER** with a copy of the Commitment.

13. TITLE CORRECTIONS AND REMEDIES. Any title corrections must be done by the **BUYER** at the **BUYER'S** cost.

TIME IS OF THE ESSENCE FOR ALL PROVISIONS OF THIS CONTRACT.

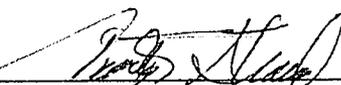
14. NOTICES. All notices required herein shall be in writing and delivered personally or mailed to the address as shown at Paragraph 1, above and if mailed, are effective as of the date of mailing.

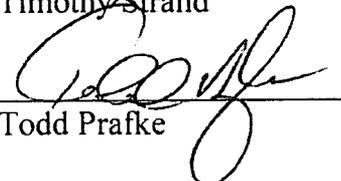
15. MINNESOTA LAW. This contract shall be governed by the laws of the State of Minnesota.

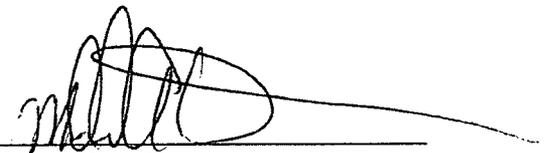
16. DEVELOPMENT AGREEMENT. The Purchase Agreement is contingent upon the **SELLER** and **BUYER** entering into a Development Agreement, attached hereto as Exhibit A, for the development of this property.

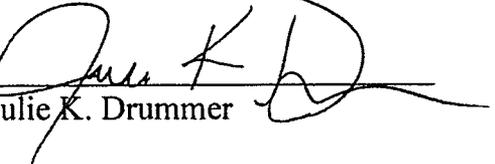
Dated: 1-28, 2014

CITY OF SAINT PETER

SELLER 
Timothy Strand

SELLER 
Todd Prafke

BUYER 
Michael A. Drummer

BUYER 
Julie K. Drummer

Closing shall be at the office of:

BRANDT LAW OFFICE
Attorneys at Law
219 W. Nassau, Box 57
St. Peter, MN 56082
Tel: (507) 931-6940

DEVELOPMENT AGREEMENT

BY AND BETWEEN

THE CITY OF SAINT PETER

AND

DRUMMER CONSTRUCTION, INC.

This document drafted by:

City of Saint Peter
227 South Front Street
Saint Peter, MN 56082

DEVELOPMENT AGREEMENT

THIS AGREEMENT, made of the _____ day of January, 2014, by and between the City of Saint Peter, Minnesota (the "CITY"), a municipal corporation organized and existing under the laws of the State of Minnesota and Michael A. Drummer and Julie K. Drummer, husband and wife, (the "DEVELOPER"),

WITNESSETH:

WHEREAS, in 2004, the City of Saint Peter entered into a Development Agreement by and between the City and WELCO Development, LLC for the construction and development of WELCO West Subdivision; and

WHEREAS, the construction of WELCO West Subdivision was begun and a total of eleven (11) residential dwelling units have been developed and sold by WELCO West Development, LLC; and

WHEREAS, WELCO West Development, LLC has subsequently been dissolved due to bankruptcy and the undeveloped portion of WELCO West Subdivision has been declared to be forfeited for non-payment of real estate taxes; and

WHEREAS, as a result of the tax forfeiture, Nicollet County, on behalf of the State of Minnesota, is charged with the disposition of the land as per the regulations contained in Minnesota State Statutes, §282.01; and

WHEREAS, prior to the Nicollet County's public auction of the land, the City of Saint Peter requested that the Nicollet County Board of Commissioners delay the sale or lease of the forfeited property for a period of six (6) months as per the conditions of Minnesota State Statutes, §282.01, Subd. 1a; and

WHEREAS, subject to the six (6) month hold, the City of Saint Peter solicited request for proposals from area realtors, contractors and land developers seeking the redevelopment of the tax forfeited property; and

WHEREAS, the City received two (2) responses to its request for redevelopment proposals which were reviewed and analyzed by the Saint Peter City Council; and

WHEREAS, the City Council determined that the redevelopment proposal submitted by Drummer Development, Inc. would be most advantageous in that the construction and housing mixture contemplated in the Drummer proposal addresses the housing needs of the community as identified in the City of Saint Peter Housing Study completed in July, 2012; and

WHEREAS, the Nicollet County Board of Commissioners has endorsed and approved the City of Saint Peter plans for the transfer of the property to the City of Saint Peter and the subsequent sale of the land to Drummer Development, Inc. for redevelopment; and

WHEREAS, the Minnesota Department of Revenue has reviewed the solicitation process and proposed redevelopment of the property by the City of Saint Peter and Drummer Development, Inc. and has approved the transfer of property as per Minnesota State Statutes, §282.01; and

WHEREAS, subsequent to the approval of the Nicollet County Board of Commissioners and Minnesota Department of Revenue, it is necessary and appropriate for a development agreement to be entered into by and between the City of Saint Peter and Drummer Development, Inc. for the redevelopment of the WELCO West Subdivision.

NOW, THEREFORE, in consideration of the mutual obligations of the parties hereto, each of them does hereby covenant and agreement with the other as follows:

ARTICLE 1

DEFINITIONS

Section 1.1 Definitions. All capitalized terms used and not otherwise defined herein shall have the following meanings unless a different meaning clearly appears from the context:

Agreement means this Agreement, as the same may be from time to time modified, amended or supplemented;

Business Day means any day except a Saturday, Sunday or a legal holiday or a day on which banking institutions in the City are authorized by law or executive order to close;

City means the City of Saint Peter, Minnesota;

County means Nicollet County, Minnesota;

Developer means Michael A. Drummer and Julie K. Drummer, husband and wife, their successors and assigns;

Development Property means the real property described in Exhibit A attached to this Agreement;

Event of Default means any of the events or circumstances described in Article 4 hereof;

Project means the replatting of the undeveloped portions of WELCO West Subdivision, the construction of eleven (11) residential townhouses, the construction of thirty-two (32) residential single family homes, the construction of an eighty (80) multi-family residential dwelling units north of Meridian Street and the elimination and removal of the abandoned water and sewer service lines within the subdivision; and

Termination Date means no later than December 31, 2016; and

Unavoidable Delays means delays, outside of the control of the party claiming its occurrence, which are the direct result of strikes, or other labor trouble, unusually severe or prolonged bad weather, acts of God, fire or other casualty to the Project, litigation commenced by third parties which, by injunction or other similar judicial action or by the exercise of reasonable discretion, directly results in delays, or acts of any federal, state or local governmental unit (other than the City) which directly results in delays.

ARTICLE 2

REPRESENTATIONS AND WARRANTIES

Section 2.1 Representations and Warranties of the City. The City makes the following representations and warranties:

- (A) The City is a municipal corporation and has the power to enter into this Agreement and carry out its obligations hereunder.
- (B) The development contemplated by this Agreement is in conformance with the goals and policies of the Saint Peter Comprehensive Plan.
- (C) The City makes no representation or warranty, either express or implied, as to the Development Property or its condition or the soil conditions thereon, or that the Development Property shall be suitable for the Developer's purposes or needs.
- (D) The City has possession of the Development Property under the terms and conditions of Minnesota State Statute, §282.01..

Section 2.2 Representations and Warranties of the Developer. The Developer makes the following representations and warranties:

- (A) The Developer has the power to enter into this Agreement and to perform its obligations hereunder and is not in violation of any provision of the laws of the State of Minnesota.
- (B) The Developer will provide for the replatting of the undeveloped portion of WELCO West Subdivision to provide the necessary layout of lots and blocks to allow for construction to occur upon the Development Property as regulated by this Agreement.
- (C) The Developer will cause the project to be constructed in accordance with the terms of this agreement and all applicable local, state and federal laws and regulations.
- (D) The Developer is able to secure or has secured the project financing necessary to carry out its obligations hereunder.
- (E) The Developer will obtain all required permits, licenses and approvals.
- (F) The Developer will cooperate fully with the City with respect to any litigation commenced by a third party with respect to the project.
- (G) The Developer will comply with all City regulations concerning traffic, parking, trash removal, site lighting and public safety.

ARTICLE 3

UNDERTAKINGS BY DEVELOPER AND CITY

Section 3.1 Land Acquisition. The City of Saint Peter has acquired the property from the State of Minnesota via tax forfeiture and in accordance with the provision of Minnesota State Statues, §282.01.

Section 3.2 Sale of Development Property to Developer. The City shall sell the Development Property to Drummer Development, Inc. at the price of Four Hundred Sixty-Eight Thousand Dollars and 00/100ths (\$468,000.00).

Section 3.3 Replatting. The Developer shall submit the necessary materials and pay the established fee or consideration of a replatting of the Development Property to allow for the anticipated redevelopment of the property. Such materials shall be submitted to the Community Development Director no later than February 15, 2014.

Section 3.4 Development Plan. The Developer shall submit a plan for the comprehensive redevelopment of the Development Property.

- (A) The submitted plan shall depict the construction of eleven (11) townhouse units generally located within the southeast corner of the Development Property and substantially similar in scale and design to the townhome units previously constructed within WELCO West Subdivision.
- (B) The plan shall include the construction of a minimum of thirty-two (32) detached, single family homes.
- (C) The plan shall include the staged construction of a minimum of eighty (80) residential dwelling units located within multi-family residential dwelling(s).
- (D) The Development Plan shall indicate which water and sewer service lines shall be abandoned and removed by the Developer.
 - (i) The removal of water and sewer services shall be accomplished at the sole expense of the Developer.
 - (ii) The abandonment and removal of services shall be accomplished to the standards adopted by the City Council.
 - (iii) No certificate of occupancy shall be issued for a new residential dwelling unit until each multiple water and sewer service line to that unit has been properly abandoned and removed by the Developer.
- (E) The Development Plan shall provide for, and the Developer shall construct a sidewalk generally located within the southeast corner of the Development Property to provide pedestrian access to and from the sidewalk constructed within the western right-of-way of Nicollet Avenue. Once constructed, the sidewalk shall be maintained by the City.

Section 3.5 No Future Assessments. The City shall make no assessments against the property for the existing improvements installed prior to October 1, 2013 as may be contemplated and provided by Minnesota State Statues, §429.

Section 3.6 Project Constructing Timing. The Developer and City agree that the timing of the construction project shall be established as follows:

- (A) The Developer shall submit a building permit and pay all appropriate fees prior to constructing any residential unit. Construction of residences shall commence as soon as weather conditions would allow, but in no case later than May 15, 2014.
- (B) The Developer shall submit a building permit application(s) for the construction of eighty (80) dwelling units to be located within one or two multi-family structures.
 - (i) The Developer shall cause the construction of a minimum of forty (40) multi-family units upon Outlot D and a second 40 multi-family units upon Outlot C.
 - (ii) Outlot C currently serves as a stormwater basin for the WELCO West Plat. In the event the City develops a regional stormwater basin which includes the WELCO West Plat, Developer shall, at Developer's sole expense, fill the temporary basin on Outlot C and construct the forty (40) multi-family units upon Outlot C. Construction of the forty (40) multi-family units shall be completed within three (3) years of the City's completion of the regional stormwater basin and the City's abandonment of the temporary stormwater basin on Outlot C.
 - (iii) The Developer further acknowledges that a timeline for the construction of a regional stormwater basin which would allow for the discontinuation of the temporary basin upon Outlot C has not been established.
- (C) Building Permit applications and the appropriate fees for the eleven (11) townhomes, thirty-two (32) single family homes and at least forty (40) multi-family dwelling units upon Outlot D shall be submitted to the Saint Peter Building Official prior to December 31, 2016.

Section 3.7 Performance Security. In order to secure the issuance of building permits for eleven (11) townhomes, thirty-two (32) single family homes and forty (40) multi-family dwelling units on Outlot D prior to December 31, 2016, Developer shall place the sum of \$50,000.00 with the City, which sum the City may commingle with its other accounts.

- (A) The Developer shall make application and pay the appropriate fees for Building Permits for a minimum of eleven (11) townhomes, thirty-two (32) single family homes and forty (40) multi-family dwelling units prior to December 31, 2016.
- (B) Upon the issuance of the last Building Permit required in paragraph (A) of this section, the City shall refund \$50,000.00 to the Developer.
- (C) Should the Developer fail to obtain the Building Permits required in paragraph (A) of this section, the \$50,000.00 deposited with the City shall be forfeited to the City.

Section 3.8 Certificates of Occupancy. The Developer shall obtain Certificates of Occupancy for a minimum of eleven (11) townhomes, thirty-two (32) single family homes and a forty (40) unit multi-family dwelling prior to December 31, 2017.

Section 3.9 Parkland Dedication. The City acknowledges that parkland dedication fees were appropriately paid upon the platting of WELCO West Subdivision and no further parkland dedication fees shall be assessed upon the replatting of the Development Property.

Section 3.10 Enhanced Accessibility Requirements. In recognition of existing and future needs of the community, the Developer shall cause the construction of housing units accessible to those who are handicapped or those with limited mobility.

- (A) One (1) of the eleven (11) townhouse units to be developed shall be constructed in a manner that allows for handicapped access to living, bathing, sleeping, kitchen and garage space.
- (B) One (1) of the thirty-two (32) single family homes to be developed shall be constructed in a manner that allows for handicapped access to living, bathing, sleeping, kitchen and garage space.
- (C) When fully developed, Six (6) of the eighty (80) apartments units shall be constructed to meet the handicapped accessibility standards of the Americans with Disability Act and contain a minimum of two (2) bedrooms.

Section 3.11 Exterior Design Standards. Each of the thirty-two (32) single family homes shall display at least three (3) colors on the roof, siding, accent siding and trim of the exterior. The roof color shall be considered if it is a color other than black or gray.

Section 3.12 Landscaping. Each of the thirty-two (32) single family lots and each of the eleven (11) townhouses shall contain at least two (2) trees which have a trunk with a minimum diameter of two (2) inches at the time that they are established. The landscaping must be established within the earlier of 30 days of the issuance of a certificate of occupancy.

ARTICLE 4

EVENTS OF DEFAULT

Section 4.1 Events of Default Defined. The following shall be "Events of Default" under this agreement and the terms "Events of Default" shall mean whenever it is used in this Agreement any one or more of the following events:

- (A) Failure by the Developer to submit an application for the replatting of the property prior to March 1, 2014.
- (B) Failure of the Developer to make application to the Saint Peter Building Official for building permits as required in Section 3.6 (C).
- (C) Failure of the Developer to observe or perform any other covenant, condition, obligation or agreement on its part to be observed or performed under this Agreement.

- (D) The holder of any mortgage on the Development Property or any improvements thereon, or any portion thereof, commences foreclosure proceedings as a result of any default under the applicable mortgage documents.
- (E) If the Developer shall
 - (i) file any petition in bankruptcy or for any reorganization, arrangement, composition, readjustment, liquidation, dissolution, or similar relief under the United States Bankruptcy Act of 1978, as amended or under any similar federal or state law; or
 - (ii) make an assignment for the benefit of its creditors; or
 - (iii) admit in writing its inability to pay its debts generally as they become due; or
 - (iv) be adjudicated as bankrupt or insolvent; or if a petition or answer proposing the adjudication of the Developer, as a bankrupt or its reorganization under any present or future federal bankruptcy act or any similar federal or state law shall be filed in any court and such petition or answer shall not be discharged or denied within sixty (60) days after the filing thereof; or a receiver, trustee or liquidator of the Developer or of the Project, or part thereof, shall be appointed in any proceeding brought against the Developer, and shall not be discharged within sixty (60) days after such appointment, or if the Developer, shall consent to or acquiesce in such appointment.

Section 4.2 Remedies of Default. Whenever any Event of Default referred to in Section 4.1 occurs and is continuing, the City, as specified below, may take any one or more the following actions after the giving of thirty (30) day's written notice to the Developer citing with specificity the item or items of default and notifying the Developer that it has thirty (30) days within which to cure said Event of Default. If the Event of Default has not been cured within said thirty (30) days:

- (A) The City may suspend its performance under this Agreement until it receives assurances from the Developer, deemed adequate by the City, that Developer will cure the default and continue its performance under this Agreement.
- (B) The City may cancel and rescind the Agreement.
- (C) The City may take any action, including legal or administrative action, in law or equity, which may appear necessary or desirable to enforce performance and observance of any obligation, agreement, or covenant of the Developer under this Agreement.

Section 4.3 No Remedy Exclusive. No remedy herein conferred upon or reserved to the City is intended to be exclusive of any other available remedy or remedies, but each and every such remedy shall be cumulative and shall be in addition to every other remedy given under this Agreement or now or hereafter existing at law or in equity or by statute. No delay or omission to exercise any right or power accruing upon any default shall impair any such right or power or

shall be construed to be a waiver thereof, but any such right and power may be exercised from time-to-time and as often as may be deemed expedient.

Section 4.4 No Implied Waiver. In the event any agreement contained in this Agreement should be breached by any party thereafter waived by any other party, such waiver shall be limited to the particular breach so waived and shall not be deemed to waive any other concurrent or subsequent breach hereunder.

Section 4.5 Agreement to Pay Attorney's Fees and Expenses. Whenever any Event of Default occurs and the City shall employ attorneys or incur other expenses for the collection of payments due or to become due or for the enforcement or performance or observance of any obligation or agreement on the part of the Developer herein contained, the Developer agrees that they shall, on demand therefore, pay to the City the reasonable fees of such attorney's and such other expenses so incurred by the City.

Section 4.6 Indemnification of City.

- (A) The Developer releases from and covenants and agrees that the City, its governing body members, officers, agents, including the independent contractors, consultants and legal counsel, servants and employees thereof (hereinafter, for the purposes of this Section, collectively the "Indemnified Parties") shall not be liable for and agrees to indemnify and hold harmless the Indemnified Parties against any loss or damage to property or any injury to or death of any person occurring at or about or resulting from any defect in the Project, provided that the foregoing indemnification shall be effective for any actions of the Indemnified Parties that are not contemplated by this Agreement.
- (B) Except for any willful misrepresentation or any willful or wanton misconduct of the Indemnified Parties, the Developer agrees to protect and defend the Indemnified Parties, not and forever, and further agrees to hold the aforesaid harmless from any claim, demand, suit, action or other proceedings whatsoever by any person or entity whatsoever arising or purportedly arising from the actions or inactions of the Developer (or if other persons acting on its behalf or under its direction or control) under this Agreement, or the transactions contemplated hereby or the acquisition, construction, installation, ownership and operation of the Project; provided, that this indemnification shall not apply to the warranties made or obligations undertaken by the City in this Agreement or to any actions undertaken by the City which are not contemplated by this Agreement but shall, in any event, apply to any pecuniary loss or penalty.
- (C) All covenant, stipulations, promises, agreements and obligation of the City contained herein shall be deemed to be the covenants, stipulation, promises, agreements and obligation of the City and not of any governing body member, officer, agent, servant or employee of the City.

ARTICLE 5

ADDITIONAL PROVISIONS

Section 5.1 Conflicts of Interest. No member of the governing body or other official of the City shall have any financial interest, direct or indirect, in this Agreement, the Development

Property or the Project, or any contract, agreement or other transaction contemplated to occur or be undertaken hereunder or with respect thereto, nor shall any such member of the governing body or other official participate in any decision relating to the Agreement which affects his or her personal interest or the interests of any corporation, partnership or association in which he or she is directly or indirectly interested. No member, official or employee of the City shall be personally liable to the City in the event of any default or breach by the Developer or successors or on any obligations under the terms of this Agreement.

Section 5.2 Titles of Articles and Sections. Any titles of the several parts, articles and sections of this Agreement are inserted for convenience of reference only and shall be disregarded in construing or interpreting any of its provisions.

Section 5.3 Notices and Demands. Except as otherwise expressly provided in this Agreement, a notice, demand or other communication under this Agreement by any party to any other shall be sufficiently given or delivered if it is dispatched by registered or certified mail, postage prepaid, return receipt requested, or delivered personally, and

(A) in the case of the Developer is addressed to or delivered personally to:

Michael A. Drummer and Julie K. Drummer
c/o Mike Drummer
30 Map Drive
Mankato, MN 56001

(B) in the case of the City is addressed to or delivered personally to:

City of Saint Peter
c/o City Administrator
227 South Front Street
Saint Peter, MN 56082

Or at such other address with respect to any such party as that party may, from time-to-time, designate in writing and forward to the other, as provided in this Section.

Section 5.4 Law Governing. This Agreement will be governed and construed in accordance with the laws of the State of Minnesota.

Section 5.5 Assignability. This Agreement may be assigned only with the written consent of the City.

Section 5.6 Validity. If any portion, section, subsection, sentence, clause, paragraph or phrase of this Agreement is for any reason held to be invalid, such decision shall not affect the validity of the remaining portions of the Agreement.

Section 5.7 Amendments, Changes and Modifications. This Agreement may be amended or any of its terms modified only by written amendment authorized and executed by the City and Developer.

Section 5.8 No Business Subsidy. This Agreement does not constitute a business subsidy within the meaning of Minnesota State Statutes, Section 116J.993 to 116J995.

IN WITNESSETH WHEREOF, the parties have hereunto set their hands and seals the day and year first written above.

DEVELOPER

CITY OF SAINT PETER

Michael A. Drummer

Timothy Strand
Mayor

Julie K. Drummer

Todd Prafke
City Administrator

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

ACKNOWLEDGEMENT BY CITY

On the ____ day of January, 2014, before me a notary public within and for said County, personally appeared Timothy Strand and Todd Prafke to me personally known, each by me duly sworn, and each did say that they are respectively the Mayor and City Administrator of the City of Saint Peter.

Notary Public

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

ACKNOWLEDGEMENT BY DEVELOPER

On the ____ day of January, 2014, before me a notary public within and for said County, personally appeared Michael A. Drummer and Julie K. Drummer, husband and wife.

Notary Public

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2014 -

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

**RESOLUTION AUTHORIZING EXECUTION OF PURCHASE AND DEVELOPMENT
AGREEMENTS with MIKE AND JULIE DRUMMER FOR REDEVELOPMENT OF WELCO
WEST SUBDIVISION**

WHEREAS, in 2004 the City entered into a Development Agreement with WELCO Development, LLC for the platting, construction and development of WELCO West Subdivision; and

WHEREAS, the construction of WELCO West Subdivision was begun and a total of eleven (11) residential dwelling units have been developed and sold by WELCO West Development, LLC.; and

WHEREAS, WELCO West Development, LLC has subsequently been dissolved due to bankruptcy and the undeveloped portion of WELCO West Subdivision was declared to be forfeited for non-payment of real estate taxes; and

WHEREAS, as a result of the tax forfeiture, Nicollet County, on behalf of the State of Minnesota, was charged with the disposition of the land as per the regulations contained in Minnesota State Statutes, §282.01; and

WHEREAS, prior to Nicollet County's public auction of the land, the City requested that Nicollet County delay the sale or lease of the forfeited property for a period of six (6) months as per the conditions of Minnesota State Statutes, §282.01, Subd. 1(a); and

WHEREAS, subject to the six (6) month hold, the City solicited requests for proposals from area realtors, contractors and land developers seeking the redevelopment of the tax forfeited property; and

WHEREAS, the City received two (2) responses to its request for redevelopment proposals which were reviewed and analyzed by the City Council; and

WHEREAS, following such review, the City Council determined that the redevelopment proposal submitted by Drummer Development, Inc. would be most advantageous in that the construction and housing mixture contemplated in the Drummer proposal addresses the housing needs of the community as identified in the City of Saint Peter Housing Study completed in July, 2012; and

WHEREAS, the Nicollet County Board of Commissioners has endorsed and approved the City's plans for the transfer of the property to the City and the subsequent sale of the land to Drummer Development, Inc. for redevelopment; and

WHEREAS, the Minnesota Department of Revenue has reviewed the solicitation process and proposed redevelopment of the property by the City and Drummer Development, Inc. and approved the transfer of property as per Minnesota State Statutes, §282.01; and

WHEREAS, subsequent to the approval of the Nicollet County Board of Commissioners and Minnesota Department of Revenue, it is appropriate for a purchase agreement and development agreement to be entered into by and between the City and the Drummers for the redevelopment of the WELCO West Subdivision.

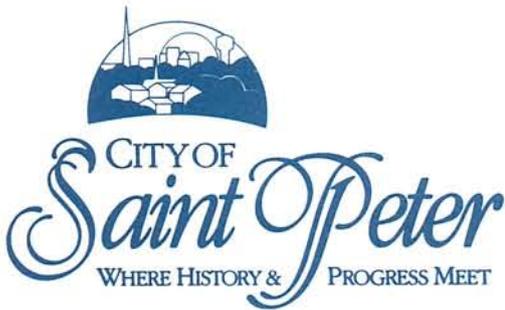
NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SAINT PETER, NICOLLET COUNTY, MINNESOTA, THAT: the Mayor and City Administrator are authorized to execute a purchase agreement and development agreement by and between the City of Saint Peter and Mike and Julie Drummer for the redevelopment of WELCO West Subdivision.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 10th day of February, 2014.

Timothy Strand
Mayor

ATTEST:

Todd Prafke
City Administrator



Memorandum

TO: Honorable Mayor Strand
Members of the City Council

DATE: 2/6/14

FROM: Todd Prafke
City Administrator

RE: Employee Anniversary Recognition Program

ACTION/RECOMMENDATION

Provide for approval of a modification to Section XXVI of the Personnel Policy "Employee Anniversary Recognition Program".

BACKGROUND

In 2002 the City Council established an employee anniversary recognition program. The program, which is part of the City's Personnel Policy manual, is recommended to be changed as follows to provide employees an additional option to shop locally:

XXVI. EMPLOYEE ANNIVERSARY RECOGNITION PROGRAM

The City of Saint Peter has chosen to recognize the excellence and longevity of its full-time, regular employees through an "Anniversary Recognition Program". As an employee reaches their 1, 5, 10, 15, 20, 25 years and up work anniversaries, they will be provided with a recognition award from the City.

As an employee approaches his/her work anniversary, the appropriate Department Director will provide the employee a copy of the City's Anniversary Program Brochure from which to make a selection. The employee would be able to choose one item from a selection of items provided at each anniversary level. Should the employee choose, they may select an item from a lower level. In lieu of an item from the Anniversary Program Brochure, the employee may choose similarly valued Chamber Bucks (Chamber of Commerce Gift Certificates). The City Administrator's office will then order the recognition award and when received, the City Administrator or a member of the City Council will present the article to the employee with the City's appreciation for years of service.

Employees will not be allowed to receive the cash equivalent of the recognition award in lieu of the award.

FISCAL IMPACT:

This modification will not change the cost of this program. It only expands the program to allow a gift of Chamber Bucks. The total cost of the program varies from year to year dependent on the number of qualifying anniversaries and employee longevity, but generally the program costs about \$1,800 across all funds.

ALTERNATIVES/VARIATIONS:

Do Not Act: Should the Council choose to not take action on the proposed changes, the current policy will remain in effect.

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 on this agenda item.

TP/bal

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2014 -

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

RESOLUTION MODIFYING EMPLOYEE PERSONNEL POLICY SECTION XXVI – “EMPLOYEE ANNIVERSARY RECOGNITION PROGRAM”

WHEREAS, the City Council created an Employee Anniversary Recognition Program in 2002; and

WHEREAS, the program provides for recognition of employees at the year one anniversary and at every five year increment; and

WHEREAS, the City Administrator recommends modification to the program to provide different options for employees that would allow them to shop locally; and

WHEREAS, providing Chamber Bucks as an option to clothing or other items is a good alternative.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SAINT PETER, NICOLLET COUNTY, MINNESOTA, THAT: the City's Personnel Policy Manual Section XXVI "Employee Anniversary Recognition Program" is hereby modified as follows effective January 1, 2014:

XXVI. EMPLOYEE ANNIVERSARY RECOGNITION PROGRAM

The City of Saint Peter has chosen to recognize the excellence and longevity of its full-time, regular employees through an "Anniversary Recognition Program". As an employee reaches their 1, 5, 10, 15, 20, 25 years and up work anniversaries, they will be provided with a recognition award from the City.

As an employee approaches his/her work anniversary, the appropriate Department Director will provide the employee a copy of the City's Anniversary Program Brochure from which to make a selection. The employee would be able to choose one item from a selection of items provided at each anniversary level. Should the employee choose, they may select an item from a lower level. In lieu of an item from the Anniversary Program Brochure, the employee may choose similarly valued Chamber Bucks (Chamber of Commerce Gift Certificates). The City Administrator's office will then order the recognition award and when received, the City Administrator or a member of the City Council will present the article to the employee with the City's appreciation for years of service.

Employees will not be allowed to receive the cash equivalent of the recognition award in lieu of the award.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 10th day of February, 2014.

Timothy Strand
Mayor

ATTEST:

Todd Prafke
City Administrator