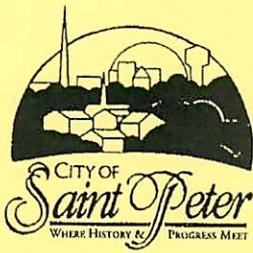


**CITY OF SAINT PETER, MINNESOTA
AGENDA AND NOTICE OF MEETING**

Regular City Council Meeting of Monday, February 11, 2013
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. SMMPA Power Sales Contract Modification
 - B. AT&T Cell Tower Lease Extension
 - C. 2013 Equipment Certificate Purchases
- VIII. **REPORTS**
 - A. **MAYOR**
 - B. **CITY ADMINISTRATOR**
 - 1. Community Meeting: Hospital CEO Recruitment
 - 2. City Office Closure
 - 3. ISO Rating Update
 - 4. Others
- IX. **ADJOURNMENT**

Office of the City Administrator
Todd Prafke



I. CALL TO ORDER

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

II. APPROVAL OF AGENDA

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

III. APPROVAL OF MINUTES

A copy of the minutes of the January 28, 2013 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**

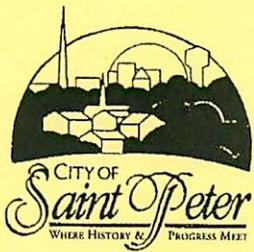
Members of the audience wishing to address the Council concerning items not on the agenda may do so at this time.

V. APPROVAL OF CONSENT AGENDA ITEMS

The consent agenda, including approval of the schedule of disbursements for January 24, 2013 through February 6, 2013, is attached. Please see the attached staff reports and RESOLUTION.

VI. UNFINISHED BUSINESS

None scheduled.



VII. NEW BUSINESS

A. **ADOPTION OF A RESOLUTION APPROVING MODIFICATION TO SOUTHERN MINNESOTA MUNICIPAL POWER ASSOCIATION POWER SALES CONTRACT**

Staff recommends approval be provided for execution of a modification to Schedule A of the City's power sales contract with SMMPA. The modification will reflect the new point of delivery added to the system with the construction of the Sunrise Substation. Please see the attached staff report and RESOLUTION.

B. **ADOPTION OF A RESOLUTION APPROVING EXECUTION OF LEASE AMENDMENT WITH AT&T MOBILITY CORPORATION (dba NEW CINGULAR WIRELESS PCS, LCC)**

Staff recommends adoption of a modified lease with AT&T for cell phone service on the Broadway Water Tower. Please see the attached staff report and RESOLUTION.

C. **ADOPTION OF A RESOLUTION APPROVING PURCHASE OF EQUIPMENT FUNDED BY 2013 EQUIPMENT CERTIFICATE**

Staff recommends authorization be provided for purchase of two electric all-terrain vehicles and a surplus property declaration for an existing vehicle. Please see the attached staff report and RESOLUTION.

VIII. REPORTS

A. **MAYOR**

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

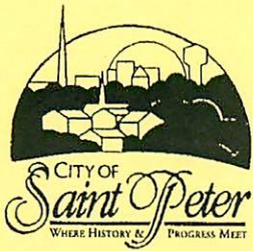
B. **CITY ADMINISTRATOR**

1. **REPORT ON HOSPITAL CEO RECRUITMENT COMMUNITY MEETING**

A report will be provided at this time on the community meeting regarding the Hospital CEO recruitment process which is scheduled for February 21st.

2. **REPORT ON CITY OFFICE CLOSURE**

City offices will be closed on Monday, February 18th for the President's Day holiday. The workshop that would normally take



place that evening has been rescheduled to Tuesday, February 19th. A report will be provided at this time.

3. REPORT ON ISO RATING

A report will be provided at this time on the most recent ISO ratings for the City of Saint Peter and surrounding rural areas.

4. 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 28, 2013

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Saint Peter was conducted in the Governors' Room of the Community Center on January 28, 2013.

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

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

Approval of Minutes – A motion was made by Eichmann, seconded by Zieman, to approve the minutes of the January 14, 2013 regular City Council meeting. With all in favor, the motion carried and the minutes were approved. A complete copy of the minutes of the January 14, 2013 regular City Council meeting is contained in the City Administrator's book entitled Council Proceedings 18.

Consent Agenda – In motion by Pfeifer, seconded by Carlin, Resolution No. 2013-11 entitled "Resolution Approving Consent Agenda" was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2013-11 is contained in the City Administrator's book entitled Council Resolutions 19.

2012 Miscellaneous Sidewalk Project – City Administrator Prafke and Public Works Director Giesking recommended authorization be provided for payment in the amount of \$105,897.25 to Nielsen Blacktopping for miscellaneous sidewalk work in the downtown area during 2012. Giesking reported the project, which began with repairs to City owned sidewalks, was expanded to include private properties and the alley entrances abutting those private properties. Giesking indicated the project would be funded with a combination of General, Electric and Water Funds, as well as direct billing to certain private properties and assessment of costs for other private properties. Giesking and Prafke indicated that staff would undertake more command and control of the budget in future projects to avoid going substantially over budget as this project had done with the inclusion of the private property work. Giesking also noted completion of the punch list for the project would be done in spring after the weather warmed up. In motion by Carlin, seconded by Zieman, Resolution No. 2013-12 entitled "Resolution Authorizing Payment To Nielsen Blacktopping For Multiple Sidewalk And Right-of-Way Improvement Projects", was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2013-12 is contained in the City Administrator's book entitled Council Resolutions 19.

Hallett Pond Addition Final Plat Approval – Community Development Director Wille presented the Planning and Zoning Commission recommendation for approval of the final plat for the Hallett Pond Addition. Wille noted the plat contained approximately 15 acres of property which was divided into one 3.76 acre lot (Block 1 Lot 1) and several outlots which would be developed at a later date. Wille pointed out the plat approval was contingent upon Northern Con-Agg, LLP entering into a development agreement with the City. Finally, Wille reported the Department of Natural Resources had established the "ordinary high water mark" for Hallett's Pond at 754.5 feet, which is two feet (2') lower than the mark established by the City's

engineers and which would reduce the setback needed from the pond for development on the property. Councilmember Brand questioned whether changes could be made to the development agreement. Wille reported the developers had already signed the agreement and suggested that if the Council wished to make changes to the agreement, action on the plat should be tabled until further negotiation could take place. Councilmember Zieman questioned if it was premature to accept the plat without a firm commitment from Shopko. Wille and City Administrator Prafke noted that other development could take place on the property if Shopko did not build and the existing lot would be marketed further by the land owner. In motion by Eichmann, seconded by Kvamme, Resolution No. 2013-13 entitled "Resolution Providing Conditional Approval For Hallett Pond Addition Final Plat", was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2013-13 is contained in the City Administrator's book entitled Council Resolutions 19.

Northern Con-Agg Development Agreement – Community Development Director Wille requested approval of the development agreement with Northern Con-Agg LLP. Wille indicated the agreement had been reviewed by staff including City Attorney Brandt, and staff felt it addressed all concerns and adequately protected the City. Wille noted the development agreement required Northern Con-Agg to construct a temporary stormwater pond before a certificate of occupancy would be issued for any developments and the agreement also served as Northern Con-Agg's petition for vacation of the North Third Street right-of-way (Exhibit C). Wille also reported the parkland dedication requirements for the Hallett Pond Addition had been satisfied as part of the 1998 purchase agreement between the City and Northern Con-Agg. Councilmember Kvamme questioned the language that requires any future developments to be done in accordance with "City standards" and asked if those were standards in place at the time the agreement was executed or at the time the future development occurred. City Administrator Prafke indicated the standards would be those in place at the time of future development. Councilmember Brand questioned when taxes would begin to accrue on the property. City Administrator Prafke indicated that taxes are currently being paid, but taxes on any new development will be collected in the year following construction. In motion by Zieman, seconded by Eichmann, Resolution No. 2013-14 entitled "Resolution Authorizing Execution Of Development Agreement By And Between The City And Northern Con-Agg, LLP For The Construction Of Private Utilities And Stormwater Detention", was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2013-14 is contained in the City Administrator's book entitled Council Resolutions 19.

Tax Increment Financing District Plan Approval – Shannon Sweeney of David Drown Associates, addressed the Council to review the proposed Tax Increment Financing District No. 1-18 plan. Sweeney indicated the plan would be in place for up to twenty-six (26) years, included thirty (30) parcels, and would be used to capture new taxes generated by development or re-development in the area. Sweeney indicated the increments generated would be used to fund public infrastructure improvements associated with the new development and would not change the taxes of the properties within the district. City Administrator Prafke reported Tax Increment Financing is a tool utilized by municipalities to fund public improvements associated with specific developments so that the general property tax base of the community does not have to bear the costs. Sweeney also noted the City has five years from creation of the district to incur obligations and when the debt for those obligations is paid, the district will cease to exist. In motion by Eichmann, seconded by Pfeifer, Resolution No. 2013-15 entitled "Resolution Approving Creation Of Tax Increment Financing District No. 1-18 And Adoption Of Tax Increment Financing Plan Relating Thereto", was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2013-15 is contained in the City Administrator's book entitled Council Resolutions 19.

Safe Routes To School Program Grant Application – Public Works Director Giesking requested authorization to submit a joint application with School District #508 for the Safe

Routes To School program in the amount of \$200,000 for a project to install sidewalks and pedestrian crossing equipment in and around the School District building at 101 Davis Street. Giesking indicated the grant program was expected to be much more competitive and if funded, the grant would be for 100% of the project cost. Giesking also pointed out that the City would take the lead on project design, bidding, and submission of the grant application if approved by the City Council and School District. In motion by Brand, seconded by Zieman, Resolution No. 2013-16 entitled "Resolution Authorizing And Supporting Safe Routes To School Grant Application", was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2013-16 is contained in the City Administrator's book entitled Council Resolutions 19.

Washington Avenue Link Project Design Engineering – Public Works Director Giesking recommended Bolton and Menk, Inc. be retained to provide design engineering services for the Washington Avenue Link Project for a time and expenses not to exceed fee of \$168,000. City Administrator Prafke noted the engineering costs for the project were 13% of the total project cost and 25% of the construction costs. Giesking also reported staff would continue to invite neighboring property owners to meetings as the design work continued and staff expected to meet on an individual basis with some of the property owners. In motion by Eichmann, seconded by Kvamme, Resolution No. 2013-17 entitled "Resolution Retaining Engineers For Engineering Design For Washington Avenue Link Project", was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2013-17 is contained in the City Administrator's book entitled Council Resolutions 19.

Fire Truck Surplus Property Declaration – City Administrator Prafke recommended the #501 pumper truck, which is being replaced by a new truck which will be delivered in the spring, be declared as surplus upon delivery of the new truck. Prafke indicated the resolution was developed at the direction of the Council and included a provision to donate the used truck to the City of Petatlan Mexico, which is Saint Peter's "sister city". Prafke stated he had been in touch with Petatlan officials who indicated they were happy to accept the truck and would pay all costs involved in transporting the truck to Mexico. Prafke cautioned that the actual cost of the transportation had not yet been determined. In motion by Carlin, seconded by Kvamme, Resolution No. 2013-18 entitled "Resolution Declaring Fire Truck As Surplus Property And Authorizing Donation Of The Vehicle To Saint Peter's Sister City Petatlan, Mexico", was introduced. Councilmember Pfeifer left the meeting room at 7:50 p.m. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2013-18 is contained in the City Administrator's book entitled Council Resolutions 19.

Councilmember Pfeifer returned to the meeting at 7:54 p.m.

Washington Avenue Link Project Property Acquisition Process – City Administrator Prafke outlined the proposed process to be followed for acquisition of properties associated with the Washington Avenue Link Project which consisted of Wilson Development Services negotiating the purchase based on appraisals determined by MNDOT certified appraisers and review appraisers; offers being approved by the City Administrator; summaries of the actions provided to the City Council every two months; and placing \$10,000 in the Wilson Development Trust account to be used for time sensitive relocation costs for property owners. Prafke reminded Councilmembers that not all of the trailers would be changing hands and some would simply be moved elsewhere. In motion by Pfeifer, seconded by Zieman, Resolution No. 2013-19 entitled "Resolution Establishing Process For Purchase Of Summit Park Properties Associated With The Washington Avenue Link Project ", was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2013-19 is contained in the City Administrator's book entitled Council Resolutions 19.

Employee Life Insurance Modification – City Administrator Prafke recommended the term life insurance benefit provided to all full-time regular employees be increased to \$12,500. Prafke noted the benefit had not been increased in over 25 years and would only result in an additional cost to the City of only \$432. In motion by Eichmann, seconded by Carlin, Resolution No. 2013-20 entitled “Resolution Modifying Life Insurance Benefit Provided To City Employees”, was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2013-20 is contained in the City Administrator’s book entitled Council Resolutions 19.

Pay Equity Report Approval – City Administrator Prafke recommended the City Council accept the pay equity report which was prepared as of December 31, 2012 and authorize submission of the report to the Minnesota Department of Employee Relations. In motion by Zieman, seconded by Brand, Resolution No. 2013-21 entitled “Resolution Adopting Pay Equity Report”, was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2013-21 is contained in the City Administrator’s book entitled Council Resolutions 19.

Reports

“Congenital Heart Defect Awareness Week” Proclamation - Mayor Strand proclaimed February 7-14, 2013 as “Congenital Heart Defect Awareness Week” in the City.

Mayor’s Reports - Mayor Strand reminded residents of the upcoming Ambassadors dinner/dance and the ongoing Winterfest activities. Strand also cautioned those hunting for the medallion to be respectful of City property and not do any damage.

Fire Department Four-Wheeler Purchase – Fire Chief Quade reported the four wheel tracked vehicle which had previously been authorized for purchase would no longer be purchased. Quade indicated that a portion (\$8,000) of the funding for the vehicle was from a Department of Natural Resources (DNR) grant which had been provided to the Nicollet County Sheriff’s Department and the DNR had notified the County that the grant funds could not be used for the vehicle purchase. Quade also noted that the Fire Department had submitted several unsuccessful grant applications for replacement funding, and the purchase would no longer move forward.

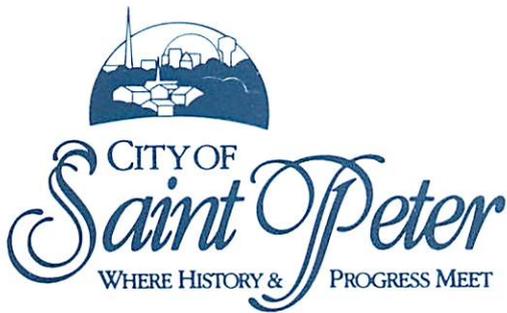
Chief Quade also noted that the new pumper truck would not be delivered until April-May and the Department would like to maintain the existing pumper for an additional one-two months until training on the new truck was completed.

There being no further business, a motion was made by Pfeifer, seconded by Brand, to adjourn. With all in favor, the motion carried and the meeting adjourned at 8:16 p.m.

Timothy Strand
Mayor

ATTEST:

Todd Prafke
City Administrator



Memorandum

TO: Todd Prafke
City Administrator

DATE: January 29, 2013

FROM: Lewis Giesking *Lew*
Public Works Director

RE: 2013 John Deere Select Series X540 Multi-Terrain Tractor/Mower with Attachments

Action/Recommendation

Authorize 'Ag Power Enterprises' from Belle Plaine, Minnesota to furnish and deliver a John Deere Select Series X540 Multi-Train Mowing Tractor with 54X Edge Xtra Deck and attachments in the amount of \$10,444.89.

Background/History

The stormwater utility staff has been working hard to improve the grounds at the Broadway Water Plant, the Wastewater Plant and the Public Works facility. Staff has been actively involved in mowing, aerating, weed control and thatching. The equipment used ranges from rental of thatchers and aerating equipment to using existing mowers and sprayers. An upgrade is needed in order to maintain the facilities.

Staff has received written proposals from three companies that distribute John Deere lawn and garden equipment. Staff has identified this equipment as having the ability to keep our facilities looking nice and well maintained. Equipment specified includes a John Deere mower with a 54" mowing deck, a bagger for grass and leaf collection, a 48" Core aerator, a pull behind 175 lbs. capacity fertilizer spreader, a manual lift thatcher and a 90" swath liquid chemical sprayer.

Most of our maintenance work is performed by summer seasonal help and this equipment will be operated mainly by this summer staff.

Attached are three formal written proposals that coincide with the public notice previously posted on the City's website. Upon City Council approval Ag Power Enterprises will have until April 15, 2013 to deliver the mower. Written proposals were received from:

Ag Power Enterprises, Belle Plaine	\$10,444.89
Mankato Implement, Mankato	\$10,746.28
Zins Implement, Nicollet	\$11,702.81

Attached is purchase order #3908 in the amount of \$10,444.89. This amount includes delivery and tax.

Fiscal Impact: Funds are allocated in the Water, Wastewater and Stormwater Budgets.

S:\PublicWorks\Amy\Memos & Letters\2013\John Deere Select Series X540 Tractor
PO#3908.doc



Memorandum

To: Todd Prafke
City Administrator

Date: February 5, 2013

Fr: Cindy Moulton *Cindy*
Administrative Secretary

Re: Temporary License

ACTION/RECOMMENDATION

Provide approval of a temporary license.

BACKGROUND

The Knights of Columbus will be holding their annual fish boil on March 22, 2013 at the Church of St. Peter, 1801 West Broadway. They have applied for a temporary On Sale Beer License in order to sell 3.2 beer at the event.

Please place this item on the February 11, 2012 City Council consent agenda.

FISCAL IMPACT:

None other than receipt of the permit fee.

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 this agenda item.

CKM

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
4 THE TEAM, LLC	wayne p clothing allowance	COMMUNITY CENTER	COMMUNITY CENTER	13.00
			TOTAL:	13.00
AMAZON	keyboard & mousepad	GENERAL FUND	FINANCE	16.84
	ink cartridge	GENERAL FUND	POLICE	126.49
	keyboard & mousepad	GENERAL FUND	STREETS	5.87
	keyboard & mousepad	GENERAL FUND	PARKS	4.69
	keyboard & mousepad	LIBRARY FUND	LIBRARY	0.00
	library materials	LIBRARY FUND	LIBRARY	175.83
	keyboard & mousepad	WATER	ADMIN AND GENERAL	2.35
	keyboard & mousepad	WATER	ADMIN AND GENERAL	4.21
	keyboard & mousepad	WASTE WATER FUND	ADMIN AND GENERAL	2.35
	keyboard & mousepad	WASTE WATER FUND	ADMIN AND GENERAL	4.21
	keyboard & mousepad	ENVIRON SERVICES F	ADMIN AND GENERAL	2.33
	keyboard & mousepad	ENVIRON SERVICES F	ADMIN AND GENERAL	4.20
	keyboard & mousepad	ELECTRIC FUND	ADMIN AND GENERAL	5.87
	keyboard & mousepad	ELECTRIC FUND	ADMIN AND GENERAL	4.21
			TOTAL:	359.45
AUDIO EDITIONS	adult audio & cd supplies	LIBRARY FUND	LIBRARY	53.24
			TOTAL:	53.24
COPIER BUSINESS SOLUTIONS	contract overage	GENERAL FUND	RECREATION/LEISURE SER	25.44
	contract overage	COMMUNITY CENTER	COMMUNITY CENTER	25.44
			TOTAL:	50.88
DGR ENGINEERING	12/31/12 sub imp	ELECTRIC FUND	CAPITAL-DISTRIBUTION S	385.00
	12/31/12 broadway gen plan	ELECTRIC FUND	CAPITAL-DISTRIBUTION S	2,549.90
			TOTAL:	2,934.90
LAGER'S INC	fan motor & labor	GENERAL FUND	POLICE	312.82
			TOTAL:	312.82
MADDEN, GALANTER, HANSEN, LLP	12/1-12/31 labor relatio	GENERAL FUND	CITY ADMINISTRATION	23.60
			TOTAL:	23.60
MARCO, INC.	quarterly copies	GENERAL FUND	CITY CLERK	12.29
	quarterly copies	GENERAL FUND	BUILDING INSPECTOR	12.29
	quarterly copies	GENERAL FUND	ECONOMIC DEVMT	12.28
			TOTAL:	36.86
MATHESON TRI-GAS INC	welding shop cylinder rent	GENERAL FUND	STREETS	23.10
	welding shop cylinder rent	GENERAL FUND	PARKS	18.48
	welding shop cylinder rent	WATER	ADMIN AND GENERAL	9.24
	welding shop cylinder rent	WASTE WATER FUND	ADMIN AND GENERAL	9.24
	welding shop cylinder rent	ENVIRON SERVICES F	ADMIN AND GENERAL	9.23
	welding shop cylinder rent	ELECTRIC FUND	ADMIN AND GENERAL	23.10
			TOTAL:	92.39
NELSON PRINTING COMPANY	2 calendars	GENERAL FUND	POLICE	49.35
	returned boots	WATER	ADMIN AND GENERAL	20.00
	ups returned camera	WASTE WATER FUND	COLLECTOR/LIFT STAT	23.54
	chain of custody	WASTE WATER FUND	SOURCE/TREATMENT	185.05
	ups cooler	WASTE WATER FUND	SOURCE/TREATMENT	53.01
	ups metering	ELECTRIC FUND	POWER DISTRIBUTION	15.34
	ups	ELECTRIC FUND	ADMIN AND GENERAL	19.84

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	ups	ELECTRIC FUND	ADMIN AND GENERAL	17.23
			TOTAL:	383.36
NICOLLET COUNTY TREASURER	elections postage	GENERAL FUND	ELECTIONS	840.37
			TOTAL:	840.37
NICOLLET COUNTY SENIOR SERVICES	senior volunteer luncheon	GENERAL FUND	SENIOR COORDINATOR	64.13
			TOTAL:	64.13
NIELSEN BLACKTOPPING, LLC	sidewalk imrovements	GENERAL FUND	STREETS	34,858.45
	sidewalk imrovements	ELECTRIC FUND	POWER DISTRIBUTION	3,399.00
			TOTAL:	38,257.45
RYAN PLUMBING & HEATING	cc water heater	COMMUNITY CENTER	COMMUNITY CENTER	6,496.00
			TOTAL:	6,496.00
SEBCO BOOKS	juvenile books	LIBRARY FUND	LIBRARY	69.92
			TOTAL:	69.92
VISA	meals	GENERAL FUND	CITY ADMINISTRATION	68.92
	funeral flowers	GENERAL FUND	CITY ADMINISTRATION	67.61
	portable soccer goals	GENERAL FUND	RECREATION/LEISURE SER	449.90
	waste water spare power su	WASTE WATER FUND	ADMIN AND GENERAL	154.95
	books	RESTRICTED CONTRIB	LIBRARY	17.64
			TOTAL:	759.02
WILSON DEVELOPMENT SERVICES, LLC	acq&reloc svcs wash ave li	PERM IMPROVMENT RE	STREETS	3,387.61
	acq&reloc svcs wash ave li	PERM IMPROVMENT RE	STREETS	3,472.01
			TOTAL:	6,859.62

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

101	GENERAL FUND	36,992.92
211	LIBRARY FUND	298.99
217	COMMUNITY CENTER	6,534.44
401	PERM IMPROVMENT REVOLVING	6,859.62
601	WATER	35.80
602	WASTE WATER FUND	432.35
603	ENVIRON SERVICES FUND	15.76
604	ELECTRIC FUND	6,419.49
820	RESTRICTED CONTRIBUTIONS	17.64

	GRAND TOTAL:	57,607.01

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
A. H. HERMEL WHOLESAL	vending	COMMUNITY CENTER	COMMUNITY CENTER	226.45
	vending	COMMUNITY CENTER	COMMUNITY CENTER	<u>280.92</u>
			TOTAL:	507.37
ABM EQUIPMENT & SUPPLY, INC.	dimensions power inverter	ELECTRIC FUND	POWER DISTRIBUTION	<u>2,358.73</u>
			TOTAL:	2,358.73
AMERICAN EXPRESS	carlin ticket change fee	ELECTRIC FUND	ADMIN AND GENERAL	<u>13.98</u>
			TOTAL:	13.98
AMERICAN EXPRESS TRAVEL	rewards pts carlin ticket	GENERAL FUND	NON-DEPARTMENTAL	20.73-
	rewards pts carlin ticket	WATER	NON-DEPARTMENTAL	55.04-
	rewards pts carlin ticket	WASTE WATER FUND	NON-DEPARTMENTAL	60.25-
	rewards pts carlin ticket	ENVIRON SERVICES F	NON-DEPARTMENTAL	131.77-
	d.c. ticket carlin	ELECTRIC FUND	ADMIN AND GENERAL	342.79
	rewards pts carlin ticket	ELECTRIC FUND	ADMIN AND GENERAL	<u>75.00-</u>
		TOTAL:	0.00	
ROBERT ANDREE	election assistance	GENERAL FUND	ELECTIONS	<u>105.00</u>
			TOTAL:	105.00
ARROW ACE HARDWARE INC	glue	GENERAL FUND	FINANCE	6.40
	bulbs, filters	GENERAL FUND	MUNICIPAL BUILDING	94.52
	batteries,wipes	GENERAL FUND	POLICE	17.39
	wire,paint,grommet,battery	GENERAL FUND	FIRE	175.12
	plug in extension cord	GENERAL FUND	RECREATION/LEISURE SER	8.52
	rid ice	LIBRARY FUND	LIBRARY	133.03
	rid ice	COMMUNITY CENTER	COMMUNITY CENTER	133.03
	rid ice, bolts	COMMUNITY CENTER	COMMUNITY CENTER	<u>85.02</u>
			TOTAL:	653.03
BAKER & TAYLOR INC	annual lease program	LIBRARY FUND	LIBRARY	<u>5,130.30</u>
			TOTAL:	5,130.30
BATTERIES PLUS	batteries-ups boxes (compu	GENERAL FUND	FIRE	<u>46.92</u>
			TOTAL:	46.92
BORDER STATES ELECTRIC SUPPLY	wood shop lights	GENERAL FUND	STREETS	94.18
	wood shop lights	GENERAL FUND	PARKS	94.18
	wood shop lights	WATER	DISTRIBUTION AND STORA	47.08
	wood shop lights	WASTE WATER FUND	SOURCE/TREATMENT	47.14
	wood shop lights	ENVIRON SERVICES F	REFUSE DISPOSAL	47.08
	wood shop lights	ELECTRIC FUND	POWER DISTRIBUTION	94.18
	wood shop lights	STORMWATER FUND	TREATMENT	<u>47.13</u>
			TOTAL:	470.97
CENTERPOINT ENERGY MINNEGASCO	gas jan '13	GENERAL FUND	FIRE	584.57
	gas jan '13	GENERAL FUND	STREETS	499.05
	gas jan '13	GENERAL FUND	SWIMMING POOL	19.24
	gas jan '13	GENERAL FUND	PARKS	399.24
	gas jan '13	LIBRARY FUND	LIBRARY	1,267.99
	gas jan '13	COMMUNITY CENTER	COMMUNITY CENTER	3,270.36
	gas jan '13	WATER	PURIFICATION AND TREAT	1,718.76
	gas jan '13	WATER	PURIFICATION AND TREAT	409.82
	gas jan '13	WATER	ADMIN AND GENERAL	199.62
	gas jan '13	WASTE WATER FUND	COLLECTOR/LIFT STAT	13.48

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	gas jan '13	WASTE WATER FUND	SOURCE/TREATMENT	8,698.68
	gas jan '13	WASTE WATER FUND	ADMIN AND GENERAL	199.62
	gas jan '13	ENVIRON SERVICES F	ADMIN AND GENERAL	199.63
	gas jan '13	ELECTRIC FUND	ADMIN AND GENERAL	499.05
			TOTAL:	17,979.11
CINTAS FIRST AID & SAFETY	safety cabinet supplies	GENERAL FUND	STREETS	14.11
	first aid supplies	GENERAL FUND	RECREATION/LEISURE SER	23.03
	safety cabinet supplies	GENERAL FUND	PARKS	11.29
	first aid supplies	COMMUNITY CENTER	COMMUNITY CENTER	23.04
	safety cabinet supplies	WATER	ADMIN AND GENERAL	5.64
	safety cabinet supplies	WASTE WATER FUND	ADMIN AND GENERAL	5.64
	safety cabinet supplies	ENVIRON SERVICES F	ADMIN AND GENERAL	5.64
	safety cabinet supplies	ELECTRIC FUND	ADMIN AND GENERAL	14.11
			TOTAL:	102.50
COLE PAPERS INC	roll towel,tissue,bags	GENERAL FUND	CITY ADMINISTRATION	53.11
	roll towel,tissue,bags	GENERAL FUND	CITY CLERK	53.11
	roll towel,tissue,bags	GENERAL FUND	FINANCE	35.40
	roll towel,tissue,bags	GENERAL FUND	POLICE	28.32
	roll towel,tissue,bags	GENERAL FUND	BUILDING INSPECTOR	14.16
	roll towel,tissue,bags	GENERAL FUND	PUBLIC WORKS ADMIN	7.08
	roll towel,box towel.,tt,p	GENERAL FUND	STREETS	84.52
	roll towel,box towel.,tt,p	GENERAL FUND	PARKS	84.52
	roll towel,tissue,bags	GENERAL FUND	ECONOMIC DEVMT	3.54
	cleaning supplies	LIBRARY FUND	LIBRARY	289.81
	bsw 28" sweeper	LIBRARY FUND	LIBRARY	2,637.54
	cleaning supplies	LIBRARY FUND	LIBRARY	88.86
	cleaning supplies	COMMUNITY CENTER	COMMUNITY CENTER	1,159.26
	cleaning supplies	COMMUNITY CENTER	COMMUNITY CENTER	355.47
	roll towel,box towel.,tt,p	WATER	DISTRIBUTION AND STORA	42.26
	roll towel,tissue,bags	WATER	ADMIN AND GENERAL	31.86
	roll towel,box towel.,tt,p	WASTE WATER FUND	SOURCE/TREATMENT	42.31
	roll towel,tissue,bags	WASTE WATER FUND	ADMIN AND GENERAL	31.87
	roll towel,box towel.,tt,p	ENVIRON SERVICES F	REFUSE DISPOSAL	42.26
	roll towel,box towel.,tt,p	ELECTRIC FUND	POWER DISTRIBUTION	84.52
	roll towel,tissue,bags	ELECTRIC FUND	ADMIN AND GENERAL	95.59
	roll towel,box towel.,tt,p	STORMWATER FUND	TREATMENT	42.30
			TOTAL:	5,307.67
COMPUTER TECHNOLOGY SOLUTIONS, INC.	computer for counter repla	WATER	CUSTOMER ACCOUNTS	153.63
	computer for counter repla	WASTE WATER FUND	CUSTOMER ACCOUNTS	153.63
	computer for counter repla	ENVIRON SERVICES F	CUSTOMER ACCOUNTS	153.64
	computer for counter repla	ELECTRIC FUND	CUSTOMER ACCOUNTS	153.63
			TOTAL:	614.53
COP STOP SHOP	stremlight,taser,tie clip	GENERAL FUND	POLICE	191.26
	3 vests,carrier,speed plat	GENERAL FUND	POLICE	2,410.00
			TOTAL:	2,601.26
COURT SPORTS AND MORE	clothing allowance jim n	GENERAL FUND	FIRE	28.80
	clothing allowance dave g	GENERAL FUND	PUBLIC WORKS ADMIN	80.00
	clothing allowance simmy	GENERAL FUND	STREETS	222.00
	clothing allowance jared h	GENERAL FUND	PARKS	61.00
	clothing allowance scott z	GENERAL FUND	PARKS	228.00
	clothing allowance mike k	GENERAL FUND	PARKS	20.00

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	clothing allowance rick w	GENERAL FUND	PARKS	260.00
	clothing allowance jim n	GENERAL FUND	PARKS	7.20
	uniform allowance wayne	COMMUNITY CENTER	COMMUNITY CENTER	146.00
	clothing allowance scot p	WASTE WATER FUND	ADMIN AND GENERAL	198.00
	clothing allowance john h	WASTE WATER FUND	ADMIN AND GENERAL	50.00
	clothing allowance jen t	WASTE WATER FUND	ADMIN AND GENERAL	166.00
	clothing allowance amy k.	STORMWATER FUND	ADMINISTRATION AND GEN	70.00
	clothing allowance jacob y	STORMWATER FUND	ADMINISTRATION AND GEN	84.00
			TOTAL:	1,621.00
CULLIGAN	muni bldg softener rental	GENERAL FUND	MUNICIPAL BUILDING	28.05
	solar salt delivered	COMMUNITY CENTER	COMMUNITY CENTER	20.52
			TOTAL:	48.57
DEMCO, INC.	materials processing suppl	LIBRARY FUND	LIBRARY	294.36
			TOTAL:	294.36
ECONO FOODS	staff training supplies	GENERAL FUND	CITY ADMINISTRATION	29.98
	cleaning supplies	GENERAL FUND	FIRE	11.19
	freeze your buns fun run	GENERAL FUND	SENIOR COORDINATOR	10.03
	dance	GENERAL FUND	SENIOR COORDINATOR	36.50
	freeze your buns run	GENERAL FUND	RECREATION/LEISURE SER	18.92
	vinegar, peroxide	WATER	PURIFICATION AND TREAT	32.11
	bleach, peroxide	WATER	PURIFICATION AND TREAT	60.73
	retirement cake	WATER	CUSTOMER ACCOUNTS	8.75
	fabric softener & detergent	WASTE WATER FUND	SOURCE/TREATMENT	59.83
	retirement cake	WASTE WATER FUND	CUSTOMER ACCOUNTS	8.75
	retirement cake	ENVIRON SERVICES F	CUSTOMER ACCOUNTS	8.74
	retirement cake	ELECTRIC FUND	CUSTOMER ACCOUNTS	8.75
			TOTAL:	294.28
ED'S PLUMBING	pw restroom	GENERAL FUND	STREETS	29.92
	pw restroom	GENERAL FUND	PARKS	23.94
	pw restroom	WATER	ADMIN AND GENERAL	11.97
	pw restroom	WASTE WATER FUND	ADMIN AND GENERAL	11.97
	pw restroom	ENVIRON SERVICES F	ADMIN AND GENERAL	11.97
	pw restroom	ELECTRIC FUND	ADMIN AND GENERAL	29.92
			TOTAL:	119.69
FASTENAL COMPANY	terminals	GENERAL FUND	STREETS	1.76
	bulbs & batteries	GENERAL FUND	STREETS	150.19
	terminals	GENERAL FUND	PARKS	1.76
	carriage bolts, lock washrs,	GENERAL FUND	PARKS	27.51
	carriage bolts	GENERAL FUND	PARKS	15.49
	bulbs & batteries	GENERAL FUND	PARKS	150.19
	screwdriver, air hndlr grea	COMMUNITY CENTER	COMMUNITY CENTER	16.02
	terminals	WATER	DISTRIBUTION AND STORA	0.88
	bulbs & batteries	WATER	DISTRIBUTION AND STORA	75.09
	1000w outside light	WATER	DISTRIBUTION AND STORA	79.22
	terminals	WASTE WATER FUND	SOURCE/TREATMENT	0.88
	bulbs & batteries	WASTE WATER FUND	SOURCE/TREATMENT	75.18
	cap screws, hex nuts	WASTE WATER FUND	SOURCE/TREATMENT	136.05
	terminals	ENVIRON SERVICES F	REFUSE DISPOSAL	0.88
	bulbs & batteries	ENVIRON SERVICES F	REFUSE DISPOSAL	75.09
	terminals	ELECTRIC FUND	POWER DISTRIBUTION	1.76
	bulbs & batteries	ELECTRIC FUND	POWER DISTRIBUTION	150.19

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	terminals	STORMWATER FUND	TREATMENT	0.88
	bulbs & batteries	STORMWATER FUND	TREATMENT	75.16
			TOTAL:	1,034.18
GOLDER ASSOCIATES INC.	1/11/13 air permit app	ELECTRIC FUND	ADMIN AND GENERAL	229.52
			TOTAL:	229.52
GREATER MANKATO GROWTH	1st qtr econ dvlp agreemen	GENERAL FUND	ECONOMIC DEVMT	6,273.75
			TOTAL:	6,273.75
GUSTAVUS ADOLPHUS COLLEGE-DINING	cake	GENERAL FUND	POLICE	42.75
			TOTAL:	42.75
HACH COMPANY	reagents sensor cap replac	WASTE WATER FUND	SOURCE/TREATMENT	115.43
			TOTAL:	115.43
JOHN HANK	john h biosolids app, cert	WASTE WATER FUND	ADMIN AND GENERAL	30.00
			TOTAL:	30.00
HAWKINS CHEMICAL	caustic soda	WATER	PURIFICATION AND TREAT	2,031.18
	sulfuric acid	WASTE WATER FUND	BIOSOLIDS	119.65
	ferric chloride	WASTE WATER FUND	SOURCE/TREATMENT	5,192.64
	sulfuric acid	WASTE WATER FUND	SOURCE/TREATMENT	279.19
			TOTAL:	7,622.66
HILLTOP FLORIST AND GREENHOUSE	funeral flowers	GENERAL FUND	POLICE	63.06
			TOTAL:	63.06
HILLYARD/HUTCHINSON	versamatic vacuum, filters	LIBRARY FUND	LIBRARY	710.99
	repair vacuum	LIBRARY FUND	LIBRARY	117.16
	cover dome, gasket	COMMUNITY CENTER	COMMUNITY CENTER	193.90
	repair rider carpet cleane	COMMUNITY CENTER	COMMUNITY CENTER	762.22
			TOTAL:	1,784.27
HOLIDAY COMMERCIAL	jan fuel	GENERAL FUND	POLICE	175.82
	jan fuel	GENERAL FUND	BUILDING INSPECTOR	158.13
	jan fuel	GENERAL FUND	STREETS	206.34
	jan fuel	GENERAL FUND	PARKS	275.10
	jan fuel	WATER	SOURCE OF SUPPLY	23.38
	jan fuel	WATER	PURIFICATION AND TREAT	35.06
	jan fuel	WATER	DISTRIBUTION AND STORA	175.31
	jan fuel	WATER	CUSTOMER ACCOUNTS	68.86
	jan fuel	WASTE WATER FUND	COLLECTOR/LIFT STAT	98.98
	jan fuel	WASTE WATER FUND	CUSTOMER ACCOUNTS	68.86
	jan fuel	ENVIRON SERVICES F	REFUSE DISPOSAL	153.19
	jan fuel	ELECTRIC FUND	POWER DISTRIBUTION	214.93
	jan fuel	ELECTRIC FUND	CUSTOMER ACCOUNTS	68.87
	jan fuel	STORMWATER FUND	TREATMENT	164.41
			TOTAL:	1,887.24
INFRATECH	4 gas monitor	WASTE WATER FUND	NON-DEPARTMENTAL	100.00-
	4 gas monitor	WASTE WATER FUND	CAPITAL-GENERAL PLANT	686.86
			TOTAL:	586.86
INGRAM BOOK COMPANY	library materials	LIBRARY FUND	LIBRARY	11.66
	library materials	LIBRARY FUND	LIBRARY	15.31

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	library materials	LIBRARY FUND	LIBRARY	5.39
	adult n fic	LIBRARY FUND	LIBRARY	45.00
	adult fic	LIBRARY FUND	LIBRARY	179.89
	adult fic and reference	LIBRARY FUND	LIBRARY	137.59
			TOTAL:	394.84
LOREN JANSEN	gun vault	GENERAL FUND	POLICE	84.83
	camera battery	GENERAL FUND	FIRE	4.97
			TOTAL:	89.80
JAVENS MECHANICAL CONTRACTING CO.	water fill stn repl rpz&fi	GENERAL FUND	STREETS	230.91
	water fill stn repl rpz&fi	GENERAL FUND	PARKS	184.73
	water fill stn repl rpz&fi	WATER	ADMIN AND GENERAL	92.37
	water fill stn repl rpz&fi	WASTE WATER FUND	ADMIN AND GENERAL	92.37
	water fill stn repl rpz&fi	ENVIRON SERVICES F	ADMIN AND GENERAL	92.36
	water fill stn repl rpz&fi	ELECTRIC FUND	ADMIN AND GENERAL	230.91
			TOTAL:	923.65
JLS DISTRIBUTING, INC	induct kit,inject clnr, ap	GENERAL FUND	STREETS	129.29
	induct kit,inject clnr, ap	GENERAL FUND	PARKS	129.29
	induct kit,inject clnr, ap	WATER	DISTRIBUTION AND STORA	64.64
	induct kit,inject clnr, ap	WASTE WATER FUND	SOURCE/TREATMENT	64.72
	induct kit,inject clnr, ap	ENVIRON SERVICES F	REFUSE DISPOSAL	64.64
	induct kit,inject clnr, ap	ELECTRIC FUND	POWER DISTRIBUTION	129.29
	induct kit,inject clnr, ap	STORMWATER FUND	TREATMENT	64.72
			TOTAL:	646.59
THE JOURNAL	1 year renewal	LIBRARY FUND	LIBRARY	180.00
			TOTAL:	180.00
K.R. SCHOELER ENTERPRISES, INC.	10 strike bowl clnr	GENERAL FUND	STREETS	53.47
	10 strike bowl clnr	GENERAL FUND	PARKS	53.47
	10 strike bowl clnr	WATER	DISTRIBUTION AND STORA	26.73
	10 strike bowl clnr	WASTE WATER FUND	SOURCE/TREATMENT	26.77
	10 strike bowl clnr	ENVIRON SERVICES F	REFUSE DISPOSAL	26.73
	10 strike bowl clnr	ELECTRIC FUND	POWER DISTRIBUTION	53.47
	10 strike bowl clnr	STORMWATER FUND	TREATMENT	26.76
			TOTAL:	267.40
THOMAS LEONHARDT	special election judge	GENERAL FUND	ELECTIONS	119.00
			TOTAL:	119.00
MARCO, INC.	12/23 to 1/22 contract	GENERAL FUND	CITY ADMINISTRATION	17.15
	12/23 to 1/22 contract	GENERAL FUND	CITY CLERK	17.15
	12/23 to 1/22 contract	GENERAL FUND	FINANCE	11.43
	12/23 to 1/22 contract	GENERAL FUND	POLICE	9.14
	12/23 to 1/22 contract	GENERAL FUND	BUILDING INSPECTOR	4.57
	12/23 to 1/22 contract	GENERAL FUND	PUBLIC WORKS ADMIN	2.29
	12/23 to 1/22 contract	GENERAL FUND	ECONOMIC DEVMT	1.14
	12/23 to 1/22 contract	WATER	ADMIN AND GENERAL	10.29
	12/23 to 1/22 contract	WASTE WATER FUND	ADMIN AND GENERAL	10.29
	12/23 to 1/22 contract	ELECTRIC FUND	ADMIN AND GENERAL	30.86
			TOTAL:	114.31
MENARDS	seaqls, bushings, hubs&plu	GENERAL FUND	STREETS	5.81
	clock	GENERAL FUND	STREETS	3.42

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT	
	thermostat	GENERAL FUND	STREETS	20.56	
	mailboxes	GENERAL FUND	STREETS	70.93	
	compressor 80 gal cast iro	GENERAL FUND	STREETS	181.44	
	seaqls, bushings, hubs&plu	GENERAL FUND	PARKS	5.81	
	clock	GENERAL FUND	PARKS	3.42	
	thermostat	GENERAL FUND	PARKS	16.45	
	compressor 80 gal cast iro	GENERAL FUND	PARKS	181.44	
	seaqls, bushings, hubs&plu	WATER	DISTRIBUTION AND STORA	2.91	
	clock	WATER	DISTRIBUTION AND STORA	1.71	
	compressor 80 gal cast iro	WATER	DISTRIBUTION AND STORA	90.71	
	thermostat	WATER	ADMIN AND GENERAL	8.22	
	seaqls, bushings, hubs&plu	WASTE WATER FUND	SOURCE/TREATMENT	2.91	
	clock	WASTE WATER FUND	SOURCE/TREATMENT	1.71	
	compressor 80 gal cast iro	WASTE WATER FUND	SOURCE/TREATMENT	90.83	
	thermostat	WASTE WATER FUND	ADMIN AND GENERAL	8.22	
	seaqls, bushings, hubs&plu	ENVIRON SERVICES F	REFUSE DISPOSAL	2.91	
	clock	ENVIRON SERVICES F	REFUSE DISPOSAL	1.71	
	compressor 80 gal cast iro	ENVIRON SERVICES F	REFUSE DISPOSAL	90.71	
	thermostat	ENVIRON SERVICES F	ADMIN AND GENERAL	8.22	
	seaqls, bushings, hubs&plu	ELECTRIC FUND	POWER DISTRIBUTION	5.81	
	clock	ELECTRIC FUND	POWER DISTRIBUTION	3.42	
	compressor 80 gal cast iro	ELECTRIC FUND	POWER DISTRIBUTION	181.44	
	thermostat	ELECTRIC FUND	ADMIN AND GENERAL	20.56	
	seaqls, bushings, hubs&plu	STORMWATER FUND	TREATMENT	2.90	
	clock	STORMWATER FUND	TREATMENT	1.70	
	compressor 80 gal cast iro	STORMWATER FUND	TREATMENT	90.80	
			TOTAL:	1,106.68	
METRO JANITORIAL SUPPLY INC.	bathroom cleaner	COMMUNITY CENTER	COMMUNITY CENTER	112.98	
			TOTAL:	112.98	
METRO SALES INC	photoconductor	GENERAL FUND	POLICE	261.76	
			TOTAL:	261.76	
MISC VENDOR	GILBERT, JOE	refund duplicate pmt	GENERAL FUND	NON-DEPARTMENTAL	16.00
	JT REPAIR & TOWING	winch out car	GENERAL FUND	POLICE	100.00
	KAISERSATT, MICHELLE	wheeled storage cart	GENERAL FUND	RECREATION/LEISURE SER	80.00
	KRUEGER, HAROLD	KRUEGER, HAROLD: entertain	GENERAL FUND	SENIOR COORDINATOR	125.00
				TOTAL:	321.00
NELSON PRINTING COMPANY	thank you cards	GENERAL FUND	CITY ADMINISTRATION	225.29	
	envelopes	GENERAL FUND	CITY ADMINISTRATION	127.02	
	p.o. 4001-4500	GENERAL FUND	FINANCE	200.26	
	hughes business cards	GENERAL FUND	POLICE	56.64	
	ups	GENERAL FUND	FIRE	18.10	
	transparencies	GENERAL FUND	RECREATION/LEISURE SER	38.10	
	p.o. 4001-4500	WATER	ADMIN AND GENERAL	50.06	
	p.o. 4001-4500	WASTE WATER FUND	ADMIN AND GENERAL	50.06	
	p.o. 4001-4500	ENVIRON SERVICES F	ADMIN AND GENERAL	50.07	
	p.o. 4001-4500	ELECTRIC FUND	ADMIN AND GENERAL	50.06	
	labels	HEARTLAND TRANSIT	TRANSIT/TRANSPORTATION	3.82	
			TOTAL:	869.48	
NICOLLET SOIL & WATER CONSERV. DIST.	2013 trees	ENVIRON SERVICES F	REFUSE DISPOSAL	160.31	
			TOTAL:	160.31	

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
NORTH CENTRAL INTERNATIONAL	filters	GENERAL FUND	NON-DEPARTMENTAL	<u>31.59</u>
			TOTAL:	31.59
NORTH KATO SUPPLY LLC	ceiling tile	COMMUNITY CENTER	COMMUNITY CENTER	<u>205.11</u>
			TOTAL:	205.11
NUTTER CLOTHING CO	uniform allowance jim n	GENERAL FUND	FIRE	148.00
	uniform allowance jim n	GENERAL FUND	PARKS	<u>37.00</u>
			TOTAL:	185.00
PAULA O'CONNELL	humidifier	WATER	CUSTOMER ACCOUNTS	16.08
	humidifier	WASTE WATER FUND	CUSTOMER ACCOUNTS	16.08
	humidifier	ENVIRON SERVICES F	CUSTOMER ACCOUNTS	16.06
	humidifier	ELECTRIC FUND	CUSTOMER ACCOUNTS	<u>16.08</u>
			TOTAL:	64.30
OFFICEMAX	ups for waste water	WASTE WATER FUND	ADMIN AND GENERAL	42.70
	3 ring binders	WASTE WATER FUND	ADMIN AND GENERAL	<u>8.60</u>
			TOTAL:	51.30
PEPSI-COLA OF MANKATO INC	pop	COMMUNITY CENTER	COMMUNITY CENTER	<u>286.50</u>
			TOTAL:	286.50
MATTHEW PETERS-PETTY CASH	vehicle tabs	GENERAL FUND	POLICE	24.00
	postage	GENERAL FUND	POLICE	22.04
	postage	GENERAL FUND	POLICE	<u>74.30</u>
			TOTAL:	120.34
RONALD D. QUADE	mileage	GENERAL FUND	FIRE	81.36
	meeting per diem, meeting	GENERAL FUND	FIRE	34.00
	fedex wrong shirts back	RESTRICTED CONTRIB	FIRE	<u>14.98</u>
			TOTAL:	130.34
QUARTERMASTER	clothing allowance	GENERAL FUND	POLICE	<u>127.48</u>
			TOTAL:	127.48
RDO EQUIPMENT CO.	ww jd loader #68 bulbs	WASTE WATER FUND	COLLECTOR/LIFT STAT	<u>34.50</u>
			TOTAL:	34.50
GREG SEITZER	special election judge	GENERAL FUND	ELECTIONS	<u>119.00</u>
			TOTAL:	119.00
SHORTY'S TIRE ONE	#910 tire service	GENERAL FUND	PARKS	<u>78.00</u>
			TOTAL:	78.00
SOUTHERN MN CONSTRUCTION CO INC	blighted demo summit #11	HOUSING PROJECT200	ECONOMIC DEVMT	<u>360.00</u>
			TOTAL:	360.00
SPECIAL OPERATIONS TRAINING ASSOCIATIO	sota conf reg,paul h mike	GENERAL FUND	POLICE	<u>530.00</u>
			TOTAL:	530.00
SPRINT SOLUTIONS, INC.	cell phone svc 12/23-1/22/	GENERAL FUND	POLICE	<u>453.81</u>
			TOTAL:	453.81
ST PETER AREA CHAMBER OF COMMERCE	2013 annual membership	GENERAL FUND	MAYOR & COUNCIL	<u>1,162.00</u>
			TOTAL:	1,162.00

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
ST PETER LUMBER CO	4-11/16 square box	GENERAL FUND	FIRE	6.19
	brass knobset	GENERAL FUND	FIRE	11.21
	square box exchanged refun	GENERAL FUND	FIRE	2.46-
	boards for sidewalk block	COMMUNITY CENTER	COMMUNITY CENTER	<u>26.80</u>
			TOTAL:	41.74
ST PETER RENTAL CENTER	forestry drive sprocket	ENVIRON SERVICES F	REFUSE DISPOSAL	8.82
	weed eater oil	STORMWATER FUND	TREATMENT	<u>16.02</u>
			TOTAL:	24.84
STATE INDUSTRIAL PRODUCTS	floor cleaner	COMMUNITY CENTER	COMMUNITY CENTER	<u>262.96</u>
			TOTAL:	262.96
STREICHER'S	pins	GENERAL FUND	POLICE	19.22
	pins	GENERAL FUND	POLICE	64.09
	pins	GENERAL FUND	POLICE	<u>42.73</u>
			TOTAL:	126.04
TIGERDIRECT.COM	office pro for finance	GENERAL FUND	FINANCE	344.26
	backup hard drive for clon	GENERAL FUND	FINANCE	94.25
	office pro for rec	GENERAL FUND	RECREATION/LEISURE SER	344.25
	headphones for children's	LIBRARY FUND	LIBRARY	40.77
	backup hard drive for clon	WATER	ADMIN AND GENERAL	23.56
	backup hard drive for clon	WASTE WATER FUND	ADMIN AND GENERAL	23.56
	backup hard drive for clon	ENVIRON SERVICES F	ADMIN AND GENERAL	23.57
	backup hard drive for clon	ELECTRIC FUND	ADMIN AND GENERAL	<u>23.56</u>
			TOTAL:	917.78
MIKE TORKELSON	special election judge	GENERAL FUND	ELECTIONS	148.75
	special election judge	GENERAL FUND	ELECTIONS	<u>9.61</u>
			TOTAL:	158.36
TROJAN TECHNOLOGIES	lamps,seal kit,sleeves,bal	WASTE WATER FUND	CAPITAL-COLLECTOR SYST	<u>32,250.24</u>
			TOTAL:	32,250.24
VISA	no receipt	GENERAL FUND	NON-DEPARTMENTAL	4.78
	meals	GENERAL FUND	CITY ADMINISTRATION	44.89
	pc card	GENERAL FUND	FINANCE	47.08
	toaster oven	GENERAL FUND	MUNICIPAL BUILDING	249.95
	meal	GENERAL FUND	POLICE	13.69
	uniform shoes	GENERAL FUND	POLICE	109.95
	meals at annual training-	GENERAL FUND	BUILDING INSPECTOR	24.43
	meals at annual training-	GENERAL FUND	BUILDING INSPECTOR	37.79
	meals green expo	GENERAL FUND	STREETS	85.63
	parking green expo	GENERAL FUND	STREETS	7.50
	ship frz your buns bib #s	GENERAL FUND	RECREATION/LEISURE SER	4.99
	warm hse supplies	GENERAL FUND	SKATING RINKS	14.30
	christmas lights	GENERAL FUND	PARKS	75.03
	meals green expo	GENERAL FUND	PARKS	85.63
	parking green expo	GENERAL FUND	PARKS	7.50
	spdc meals	GENERAL FUND	ECONOMIC DEVMT	21.13
	christmas decor, markers	COMMUNITY CENTER	COMMUNITY CENTER	10.86
	sky genie rope w/ bag	ENVIRON SERVICES F	ADMIN AND GENERAL	163.66
	hotel,parking,bag fee smmp	ELECTRIC FUND	ADMIN AND GENERAL	733.48
	appa rally registration	ELECTRIC FUND	ADMIN AND GENERAL	520.00
	meals--grading & base 1 co	STORMWATER FUND	ADMINISTRATION AND GEN	62.79

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	meals--swppp recert	STORMWATER FUND	ADMINISTRATION AND GEN	10.51
	arm conf reg	STORMWATER FUND	ADMINISTRATION AND GEN	380.00
	paint samples	RESTRICTED CONTRIB	LIBRARY	59.40
			TOTAL:	2,774.97
VOYAGEUR WEB	annual web hosting fee	GENERAL FUND	CITY ADMINISTRATION	32.20
	annual web hosting fee	GENERAL FUND	CITY CLERK	28.00
	annual web hosting fee	GENERAL FUND	FINANCE	16.80
	annual web hosting fee	GENERAL FUND	POLICE	16.80
	annual web hosting fee	GENERAL FUND	BUILDING INSPECTOR	16.80
	annual web hosting fee	GENERAL FUND	STREETS	8.40
	annual web hosting fee	GENERAL FUND	RECREATION/LEISURE SER	32.20
	annual web hosting fee	GENERAL FUND	PARKS	8.40
	annual web hosting fee	GENERAL FUND	ECONOMIC DEVMT	8.40
	annual web hosting fee	LIBRARY FUND	LIBRARY	11.20
	annual web hosting fee	WATER	ADMIN AND GENERAL	16.80
	annual web hosting fee	WASTE WATER FUND	ADMIN AND GENERAL	11.20
	annual web hosting fee	ENVIRON SERVICES F	ADMIN AND GENERAL	5.60
	annual web hosting fee	ELECTRIC FUND	ADMIN AND GENERAL	33.60
	annual web hosting fee	STORMWATER FUND	ADMINISTRATION AND GEN	33.60
			TOTAL:	280.00
WESCO DISTRIBUTION INC	400w mh	ELECTRIC FUND	NON-DEPARTMENTAL	314.21
			TOTAL:	314.21
XCEL ENERGY	hwy 22 bridge lights	GENERAL FUND	STREETS	63.79
			TOTAL:	63.79
ZARNOth BRUSH WORKS INC	poly wafer broom refill	GENERAL FUND	PARKS	595.61
			TOTAL:	595.61

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

101	GENERAL FUND	22,231.06
211	LIBRARY FUND	11,296.85
217	COMMUNITY CENTER	7,577.42
450	HOUSING PROJECT2000 #10	360.00
601	WATER	5,560.25
602	WASTE WATER FUND	49,065.15
603	ENVIRON SERVICES FUND	1,281.72
604	ELECTRIC FUND	6,632.27
606	STORMWATER FUND	1,173.68
610	HEARTLAND TRANSIT	3.82
820	RESTRICTED CONTRIBUTIONS	74.38

 GRAND TOTAL: 105,256.60

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2013 –

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

RESOLUTION APPROVING CONSENT AGENDA

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

1. The following budgeted purchases in excess of \$5,000 are hereby approved:

<u>VENDOR</u>	<u>ITEM</u>	<u>PRICE</u>	<u>FUNDING</u>
Ag Power Enterprises	JD Multi-Train Mowing Tractor	\$10,444.89	Water, Wastewater and Stormwater

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

<u>Temporary On Sale Beer</u>		
Knights of Columbus	1801 Broadway Ave.	3/22/13

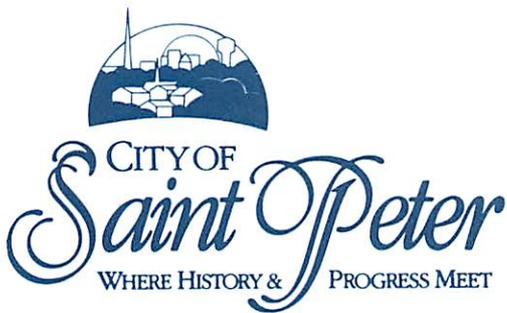
3. The schedule of disbursements for January 24, 2013 through February 6, 2013 is hereby approved.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota this 11th day of February, 2013.

Timothy Strand
Mayor

ATTEST:

Todd Prafke
City Administrator



Memorandum

TO: Todd Prafke
City Administrator

DATE: 2/8/13

FROM: Lewis Giesking
Director of Public Works

RE: SMMPA Power Sales Contract Modification

ACTION/RECOMMENDATION

Authorize execution of amendment to schedule A of the Power Sales Contract between Southern Minnesota Municipal Power Agency and the City of Saint Peter.

BACKGROUND

The City has a power sales contract with Southern Minnesota Municipal Power Agency (SMMPA). The City Electric Utility receives all electrical power and energy needs from SMMPA. The contract was last amended in 2009 to extend the end date 2051. The contract has always included, without modification, a "Schedule A" which identifies the delivery points for electricity and information related to the delivery points.

The original contract identified two delivery points located in the City's main substation that we now call the Front Street Electric Substation.

Since that original contract, there have been changes to the physical points where electricity comes on to the City owned distribution system. In 1998, a third delivery point was added with the completion of the Broadway Electric Substation. In 2003, the Broadway Generation Plant was placed in to service and a fourth delivery point and was added to Schedule A of the contract. Over the last three years, the City has been coordinating with SMMPA, to construct a new underground transmission line extending west from the City and to construct a new electrical substation on Sunrise Drive. The new Sunrise Electric Substation was placed in service in 2012, and has one transformer adding an additional delivery point. (Work on the project is still underway pending the completion of a monitoring telephone line at the Front Street Electrical Substation.). Each of the delivery points have an electric meter that is monitored by both SMMPA and the City Electric Utility, the sum of which identifies the total energy and power (demand) usage by the City.

SMMPA has prepared a new Schedule A to the Power Sales Contract identifying the five points of delivery and is requesting the City take action to execute this amendment. Staff has reviewed the proposed document and finds that everything is in order.

This action is good for the community in that accurate delineation of delivery points is appropriate and clearly defines responsibilities for equipment and measurement by both SMMPA and the City.

FISCAL IMPACT:

There is no direct fiscal impact related to this action. There is no change to pricing or other terms as a part of this modification. This Schedule A reaffirms that all potential delivery points for electric power and energy are monitored by SMMPA.

ALTERNATIVES/VARIATIONS:

Do not act: Staff will seek City Council direction.

Negative Votes: Staff will seek City Council direction

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

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

LGG/vwt

AMENDMENT TO SCHEDULE A
TO THE
POWER SALES CONTRACT
BETWEEN
SOUTHERN MINNESOTA MUNICIPAL POWER AGENCY
AND
THE CITY OF ST. PETER, MINNESOTA

AMENDMENT TO SCHEDULE A, dated as of January 1, 2013, to Power Sales Contract dated as of April 1, 1981, as amended to the date hereof (the "Power Sales Contract"), between SOUTHERN MINNESOTA MUNICIPAL POWER AGENCY (the "Agency") and the CITY OF SAINT PETER, MINNESOTA (the "Member").

The Agency and the Member have agreed to amend Schedule A to the Power Sales Contract to update the identity and locations of the Points of Delivery and Points of Measurement, at which electric power and energy are delivered and metered under the Power Sales Contract and to provide for a specific loss factor for certain new points of delivery.

1. New Schedule A. Schedule A to the Power Sales Contract is hereby amended in its entirety to be identical to the Schedule A dated January 7, 2013, attached hereto.

2. Effective Date. This Amendment shall be effective (a) from and after the date hereof and (b) retroactively, with respect to the new points of delivery and points of measurement, from and after the date or dates when such points of delivery and measurement became active.

3. Effect on Power Sales Contract. Except as amended hereby the Power Sales Contract shall remain in full force and effect.

IN WITNESS WHEREOF, the Agency and the Member have caused this Amendment to Schedule A to be executed by duly authorized officers, all as of the date first set forth above.

SOUTHERN MINNESOTA MUNICIPAL POWER
AGENCY

By _____
David P. Geschwind, Executive Director and CEO

Attest

CITY OF ST. PETER, MINNESOTA

Its City Clerk

By _____
Its Mayor

And _____
Its Finance Director

And _____
Its City Administrator

SOUTHERN MINNESOTA MUNICIPAL POWER AGENCY
SERVICE SPECIFICATIONS

MEMBER: City of Saint Peter, Minnesota

1. **Applicability.** These service specifications are applicable to the Power Sales Contract dated as of April 1, 1981 (as heretofore amended), covering the supply and delivery of electric power and energy by the Agency to the City of St. Peter, Minnesota, Member.
2. **Points of Delivery.** The Agency is obligated to deliver electric power and energy contracted for by the Member at the following points and voltages as shown in the diagram under paragraph 6 hereof:

Delivery Point Identity and Location	Delivery Voltage
(1) The Member's Main Substation, located in the City of Saint Peter, MN, on the high side of each (2) of the 69,000 / 13,800 volt transformers.	69,000 V
(2) The Member's Broadway Substation, located in the City of Saint Peter, MN, on the high side of the 69,000 / 13,800 volt transformer.	69,000 V
(3) The Member's Broadway Substation, located in the City of Saint Peter, MN at the point of intersection between the Member's Quick-Start Diesel Generating Units #1, #2, #3, #4, #5 and #6 and the Saint Peter Public Utility's electrical distribution system.	13,800 V
(4) The Member's Sunrise Substation, located in the City of Saint Peter, MN, on the high side of the 69,000 / 13,800 volt transformer.	69,000 V

3. **Points of Measurement.** The Agency shall meter electric power and energy delivered to the Member as follows and as shown in the diagram under paragraph 6 hereof:

Metering Point Identity and Location	Metering Voltage
(1) The Member's Main Substation, located in the City of Saint Peter, MN, on the low side of each (2) of the 69,000 / 13,800 volt transformers.	13,800 V
(2) The Member's Broadway Substation, located in the City of Saint Peter, MN, on the low side of the 69,000 / 13,800 volt transformer.	13,800 V
(3) Total Net Output of all (6) of the Quick-Start Diesel Generating Units #1, #2, #3, #4, #5, #6, located in the Member's Broadway Substation.	13,800 V

(4) The Member's Sunrise Substation, located in the City of Saint Peter, MN, on the low side of the 69,000 / 13,800 volt transformer.	13,800 V
---	----------

4. **Power Factor.** In any billing period beginning on or after November 1, 1982 and before November 1, 1984, the Member shall maintain its system power factor between 95% lagging and 95% leading as measured at its Point or Points of Delivery. In any billing period beginning on or after November 1, 1984, the Member shall maintain its system power factor between 98% lagging and 98% leading as measured at its Point or Points of Delivery.

5. **Adjustments.** (a) If electric power and energy are metered on the low side of the transformer at any Point of Delivery, meter readings for all electric power and energy supplied by the Agency at such metering point will be increased by 1% to compensate for transformer losses between the delivery voltage level and the metering voltage.

If there are other losses between any Point of Measurement and any Point of Delivery, an appropriate loss factor will be used to compensate for losses.

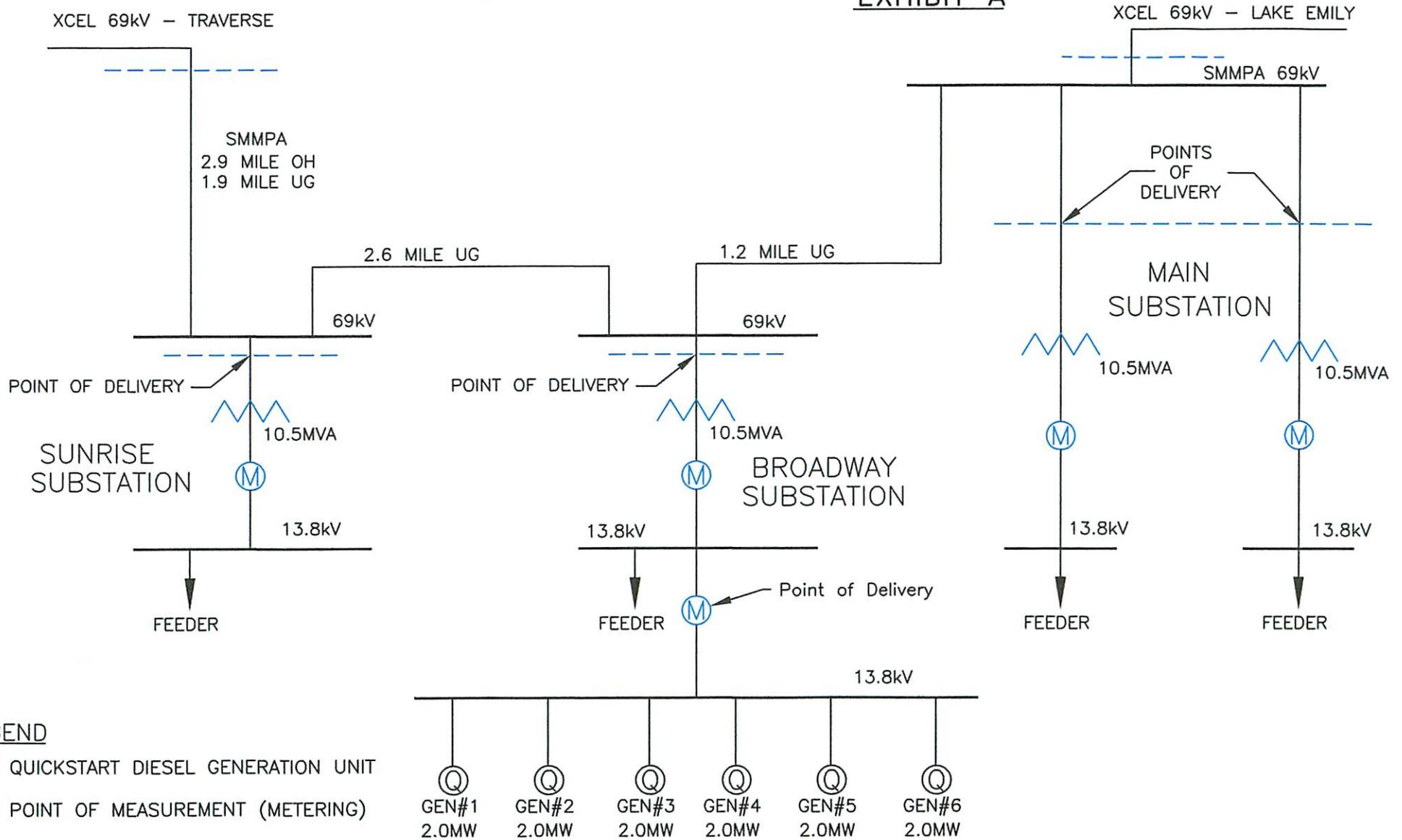
(b) If the Agency delivers electrical power and energy to the Member at a Point of Delivery at a voltage less than 69,000 volts, the charges for such service shall be surcharge added to the Billing Rates shown in Schedule B hereof to compensate the Agency for owning, maintaining and operating transformation facilities necessary to provide service below 69,000 volts.

6. **Diagrams.** Following is a one-line diagram of the facilities at each Point of Delivery and Point of Measurement.

ST PETER, MN

EXHIBIT A

27



- LEGEND**
- Ⓚ QUICKSTART DIESEL GENERATION UNIT
 - Ⓜ POINT OF MEASUREMENT (METERING)
 - ⚡ TRANSFORMER
 - CHANGE OF OWNERSHIP OF FACILITY

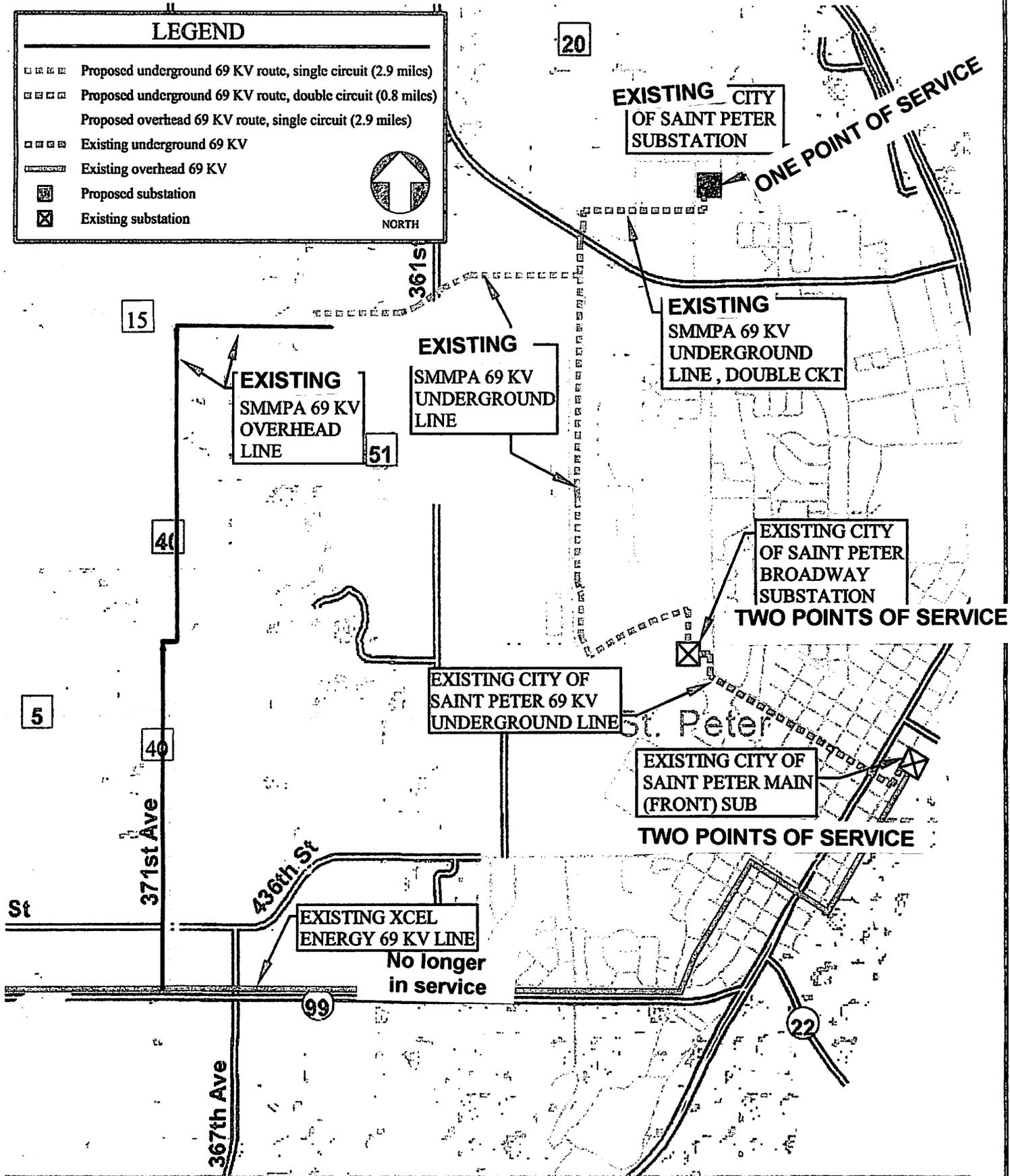
POWER SALES CONTRACT
 JANUARY 7, 2013
 SMMPA ENGINEERING

PROJECT MAP

LEGEND

- ▣▣▣▣ Proposed underground 69 KV route, single circuit (2.9 miles)
- ▣▣▣▣ Proposed underground 69 KV route, double circuit (0.8 miles)
- ▣▣▣▣ Proposed overhead 69 KV route, single circuit (2.9 miles)
- ▣▣▣▣ Existing underground 69 KV
- ▣▣▣▣ Existing overhead 69 KV
- ⊞ Proposed substation
- ⊞ Existing substation


 NORTH



CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2013 -

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

**RESOLUTION AUTHORIZING EXECUTION OF AN AMENDMENT TO SCHEDULE A OF THE
POWER SALES CONTRACT BETWEEN SOUTHERN MINNESOTA MUNICIPAL POWER
AGENCY (SMMPA) AND THE CITY OF SAINT PETER**

WHEREAS, the City has coordinated with the Southern Minnesota Municipal Power Agency (SMMPA), to construct a new underground transmission line through the city and to construct a new electric substation on Sunrise Drive; and

WHEREAS, the Power Sales Contract with SMMPA includes Schedule A which defines the points of delivery of power and electricity from SMMPA to the City; and

WHEREAS, the Power Sales Contract Schedule A has previously been amended when the new Broadway Electric Substation was constructed and when the Broadway Generation Plant was constructed; and

WHEREAS, the new electric substation on Sunrise Drive has added a new point of delivery for wholesale electricity to the City's electric distribution system; and

WHEREAS, SMMPA requires that all delivery points for wholesale electricity be identified and monitored.

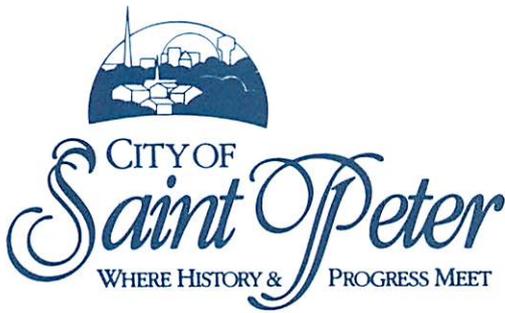
NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SAINT PETER, NICOLLET COUNTY, MINNESOTA, THAT: the City Council hereby authorizes the Mayor and City Administrator to execute an amendment to Schedule A of the SMMPA Power Sales Contract to identify all five of the delivery points for wholesale electricity to the City's electric distribution system.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 11th day of February, 2013.

Timothy Strand
Mayor

ATTEST:

Todd Prafke
City Administrator



Memorandum

TO: Todd Prafke
City Administrator

DATE: January 22, 2013

FROM: Lewis Giesking
Director of Public Works

RE: Equipment Lease Modification between AT&T and the City of Saint Peter

ACTION/RECOMMENDATION

Authorize execution of an amended lease agreement with New Cingular Wireless PCS, LLC (dba AT&T Mobility Corporation) to modify the lease pertaining to AT&T assets and infrastructure on the Broadway Water Tower and ground structure.

BACKGROUND

The City has previously provided for a lease of equipment that is located on the Broadway Water Tower. The initial lease was with Minnesota Southern Wireless Company, dba Hickory Tech and that lease was assigned to AT&T Mobility Corporation. AT&T has now formed a limited liability corporation called "New Cingular Wireless PCS, LLC".

Staff has been working with AT&T to come to an agreement on their request to make modifications to equipment, antennas and infrastructure at the Broadway Water Tower site. AT&T is proposing to upgrade this facility to serve additional customers by installing a new fiber optic cable linking their communication systems in southern Minnesota to the Broadway Tower, upgrading the equipment inside their shed located at the base of the tower and installing an additional antenna on the tower.

Prior to approval of lease modification, City staff required AT&T to provide additional information including:

1. Completion of an interference study through the City's representative (Owl Engineering). The study and report were completed last fall and no problems with interference were detected.
2. Submit plans to the City which identified structural impacts. Staff reviewed the proposed improvements with our consultant from Scandia Consulting for structural and painting impacts and found no basis for denial or impacts from their improvements.
3. Modify the lease to cover additional monthly fees for the improvements and to add language to the lease in areas of contract termination and language to clarify maintenance requirements during a tank painting project.

Changes discussed include:

Section 1.7 "Renewal Terms" - Change to four (4) additional five (5) year renewal periods. - Staff recommends acceptance of the extension of the terms under the existing agreement. The original agreement ran from 2002 to 2022. AT&T is asking that this language be deleted and the new language state a change to four (4) additional five (5) year terms which extends the contract through 2032. The new language also gives the lessee a 60-day notice of termination provision prior to the end of each renewal period.

Section 1.8 "Initial Term Rent" – Increases the monthly lease amount - Beginning on January 1, 2013 through June 30, 2013: \$1,327.91 per month. Plus an annual increase thereafter on July 1st for the term of the contract based on Section 1.9 "Renewal Term Rent". The fee is an increase on the existing payment of \$1,027.91, plus the increase of \$100.00 per additional antenna installed as per the original calculation for the "Initial Term Rent".

Section 7. "Termination" - New Section 7.10: Upon sale or transfer of assets currently located at the above address, the Lessee agrees to pay the City a "transfer of agreement fee" in the amount of \$2,000 upon completion of a sale of the assets or when the new owner submits notification of transfer.

Section 9. "Maintenance" - New Section 9.3 - The owner may perform scheduled or emergency maintenance on the site and water tower, both structural and cosmetic at intervals that the owner deems appropriate. Owner shall endeavor to complete any maintenance within a reasonable period of time. Owner is not responsible for any damage to the equipment caused by maintenance or painting at the site or water tower, provided that owner shall provide lessee with with no less than sixty (60) days notice, except in the case of emergency, of the intended work and the opportunity to install a temporary transmitter such as a Cell on Wheels (COW), or relocate to a temporary facility during maintenance work.

Installation of telecommunications equipment increases the costs of maintenance work including steel repair, containment, sandblasting and painting. These additional costs are incurred when contractors have to remove or protect equipment or when telecom equipment causes interference with normal construction procedures. Lessee shall reimburse owner for all expenses associated with the increased costs of maintenance due to addition of lessee's equipment. Owner may require lessee to temporarily remove equipment during maintenance to prevent damage.

Easement Agreement – The upgrades to the tank will require a new fiber optic feed being installed from the Broadway Avenue right-of-way to the AT&T building located south of the tower. A conduit will be installed and a new fiber line pulled inside the conduit. An easement agreement has been prepared by the City Attorney and staff is recommending authorization be provided for execution of the easement agreement in addition to the lease modification.

Staff recommends approval of these lease modifications and the easement agreement.

FISCAL IMPACT:

An additional \$100 in monthly revenue will be collected if the agreement is approved. In addition, the lease calls for annual increases of 4% on July 1st of each year the lease is active.

ALTERNATIVES/VARIATIONS:

Do not act: Staff will seek further direction.

Negative Votes: Staff will seek further direction.

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

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

LGG/t

Market: MN
Cell Site Number: MNL0758
Cell Site Name: St. Peter WT
Fixed Asset Number: 10138507

SECOND AMENDMENT TO EQUIPMENT LOCATION LEASE

THIS SECOND AMENDMENT TO EQUIPMENT LOCATION LEASE (“**Second Amendment**”), made and entered into as of the latter of the signature dates below, is by and between the City of Saint Peter, having a mailing address of 405 West Saint Julien Street, St. Peter, MN 56082 (“**Owner**”) and New Cingular Wireless PCS, LLC, a Delaware limited liability company, having a mailing address of 12555 Cingular Way, Suite 1300, Alpharetta, GA 30004, successor in interest to Minnesota Southern Wireless Company, dba Hickory Tech (“**Lessee**”).

WHEREAS, Owner and Lessee, or Lessee’s predecessor in interest, entered into that certain Equipment Location Lease dated August 1, 2007, as amended by that certain First Amendment to Equipment Location Lease dated October 9, 2007, (collectively the “**Lease**”) whereby Owner leased to Lessee a portion of Owner’s property, consisting of approximately 216 square feet, located at 1300 West Broadway Avenue, Saint Peter, 56082, County of Nicollet, State of Minnesota, legally described therein (the “**Site**”); and

WHEREAS, Owner and Lessee, in their mutual interest, wish to amend the Lease as set forth below accordingly.

Based on the planned improvement to the Broadway Water Tower located at the Site, Lessee which has purchased the assets located at this premises agrees to the following:

1. Subsection 1.7 of the Lease shall be deleted in its entirety and replaced as follows:

“Renewal Terms”: Four (4) additional five (5) year renewal periods, each commencing on the day following the termination date of the prior term. Each Renewal Term shall commence automatically without further action on the part of Owner, unless Lessee gives Owner a written notice of nonrenewal at least 60 days before the end of the month of the current term, whereupon this Lease shall terminate at the end of the current term.

2. Exhibit B-1 to this Second Amendment shall supplement Exhibit B to the Lease.

3. Subsection 1.8 of the Lease shall be amended to include the following language:

Beginning on January 1, 2013 thru June 30, 2013: \$1327.91 per month. Plus an annual increase thereafter on July 1st for the term of the contract based on Section 1.9 “Renewal Term Rent”. The fee is an increase on the existing payment of \$1027.91 plus the increase of \$100.00 per additional antenna installed as per the original calculation for the “Initial Term Rent”.

4. Section 7 of the Lease shall be amended to include the following additional subsection:

7.10. Upon sale or transfer of assets currently located at the above address, the Lessee agrees to pay the City a "Transfer of Lease Fee" in the amount of \$2,000 upon completion of a sale of the assets or when the new owner submits notification of transfer.

5. Section 9 of the Lease shall be amended to include the following additional subsection:

9.3: The Owner may perform scheduled or emergency maintenance on the Site and water tower, both structural and cosmetic at intervals that the owner deems appropriate. Owner shall endeavor to complete any maintenance within a reasonable period of time. Owner is not responsible for any damage to the equipment caused by maintenance or painting at the site or water tower, provided that Owner shall provide Lessee with no less than sixty (60) days notice, except in the case of emergency, of the intended work and the opportunity to install a temporary transmitter, such as a Cell on Wheels ("COW"), or relocate to a temporary facility during maintenance work.

Installation of telecommunications equipment increases the cost of maintenance work including steel repair, containment, sandblasting and painting. These additional costs are incurred when contractors have to remove or protect equipment or when telecom equipment causes interference with normal construction procedures. Lessee shall reimburse Owner for all expenses associated with the increased costs of maintenance due to addition of lessee's equipment. Owner may require Lessee to temporarily remove equipment during maintenance to prevent damage.

[SIGNATURES ON FOLLOWING PAGE]

[THE REST OF THIS PAGE IS INTENTIONALLY LEFT BLANK]

Agreed to, the undersigned have executed this amendment,

IN WITNESS WHEREOF, the parties have caused their properly authorized representatives to execute and seal this Second Amendment on the dates set forth below.

“Owner”

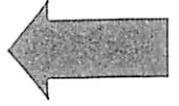
Todd Prafke

BY: _____

Name: _____

Title: City Administrator

Date: _____



“Lessee”

New Cingular Wireless PCS, LLC

By: AT&T Mobility Corporation

Its: Manager

By: *Ronald C. Mather*

Name: Ronald C. Mather

Title: Real Estate & Construction Manager

Date: 1/17/13

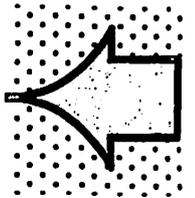
OWNER ACKNOWLEDGEMENT

STATE OF _____)

)SS:

COUNTY OF _____)

The foregoing lease was acknowledged before me on the ____ day of _____ 20____, by _____, the _____ of the City of Saint Peter a municipal corporation.



Notary Public: _____
My Commission Expires: _____

LESSEE ACKNOWLEDGEMENT

STATE OF Minnesota)

)SS:

COUNTY OF Ramsey)

The foregoing lease was acknowledged before me on the 17 day of January 2013, by Ronald Mitchell, as the Real Estate and Construction Manager of AT&T Mobility Corporation, as Manager of New Cingular Wireless PCS, LLC on behalf of the company.



Kathy Leners

Notary Public
My Commission Expires:

EXHIBIT B-1
(SEE ATTACHED)

EASEMENT AGREEMENT

THIS AGREEMENT entered into this ____ day of _____, 2013, by and between the City of Saint Peter, a Minnesota municipal corporation, its assigns and successors, (“City”), as Grantor and New Cingular Wireless PCS, LLC, a Delaware limited liability company, its assigns and successors, (“ New Cingular”), as Grantee.

WITNESS:

WHEREAS, City owns and is in possession of certain property in Nicollet County, legally described as follows:

A 5.00 foot wide strip of real estate in the Southwest Quarter of the Northeast Quarter of the Southeast Quarter of Section 17, Township 110 North, Range 26 West, Nicollet County, Minnesota, the centerline of said strip is described as follows:

Commencing at the northeast corner of the Southeast Quarter of said Section 17; thence South 0 degrees 22 minutes 20 seconds East along the East line of said Southeast Quarter, a distance of 1035.72 feet; thence South 89 degrees 36 minutes 17 seconds West, a distance of 741.62 feet to the Point of Beginning of the centerline to be described; thence North 89 degrees 36 minutes 17 seconds East, a distance of 71.15 feet; thence North 0 degrees 23 minutes 30 seconds West, a distance of 344.60 feet to the South right of way line of Broadway Avenue and said centerline there terminating.

The sidelines of said easement shall be shortened or lengthened to terminate at said South right of way line of Broadway Avenue;

WHEREAS, New Cingular desires to obtain an easement for electrical and fiber utilities under said property for electrical and fiber lines; and

WHEREAS, City is agreeable to having the easement through its property.

NOW, THEREFORE, both parties covenant and agree as follows:

1. Grant of Easement. The Easement to be granted is a perpetual, permanent Easement and temporary construction principally digging and trenching Easement for electrical and fiber utility lines under and across the property legally described as:

A 5.00 foot wide easement for utility purposes over, under and across the Southwest Quarter of the Northeast Quarter of the Southeast Quarter of Section 17, Township 110 North, Range 26 West, Nicollet County, Minnesota, the centerline of said easement is described as follows:

Commencing at the northeast corner of the Southeast Quarter of said Section 17; thence South 0 degrees 22 minutes 20 seconds East along the East line of said Southeast Quarter, a distance of 1035.72 feet; thence South 89 degrees 36 minutes 17 seconds West, a distance of 741.62 feet to the Point of Beginning of the centerline to be described; thence North 89 degrees 36 minutes 17 seconds East, a distance of 71.15 feet; thence North 0 degrees 23 minutes 30 seconds West, a distance of 344.60 feet to the South right of way line of Broadway Avenue and said centerline there terminating.

The sidelines of said easement shall be shortened or lengthened to terminate at said South right of way line of Broadway Avenue;

reserving, however, to the Grantor all rights not inconsistent with the Easement use.

2. Easement Purpose. The Easement is for the construction, installation and maintenance of underground electrical and fiber utility lines and related equipment.
3. Construction. The utilities shall be constructed and installed at the sole cost of New Cingular, which will also obtain all permits or other approvals necessary for the construction and installation.

New Cingular shall give City two (2) days notice before commencing any work, and it shall complete the work within two (2) days after commencement, causing no unreasonable interference or obstruction with the business operations of City.

4. Drainage. Any and all cuts, fills, excavations or embankments necessary in the construction, maintenance or future alteration of any utility or related equipment shall be made and maintained to provide adequate drainage of and from the property owned by City.
5. Ingress-Egress. New Cingular agrees that ingress-egress to the City facility shall not be disrupted without the prior written permission of City.
6. Damage and Destruction. If New Cingular, its contractors, subcontractors or agents damage or destroy any of the property or any personal property of City or others, as a result of the construction, installation or maintenance of the utility or related equipment, such damage or destruction shall be corrected by New Cingular in the event the responsible party fails to repair, restore or otherwise remedy the damage or destruction.
7. Quality of Title. City does not warrant its title to the property subject to the Easement, nor undertake to defend New Cingular in its use, and the grant made by the Easement is subject to all outstanding rights or interest of others, including but not limited to other utility easements. City does warrant that it does have corporate

authority to issue this easement and has passed all necessary corporate resolutions authorizing this easement.

New Cingular has prepared the Section 1 legal description and New Cingular represents and warrants that the legal description in Section 1 matches up with the color coded site plan (which New Cingular prepared) of the described area, attached as Exhibit 2.

8. **Indemnification.** New Cingular shall defend, indemnify and hold harmless City, their directors, officers, employees and agents from and against any and all claims, demands, judgments, lawsuits, costs and expenses arising from or growing out of the entry upon, construction, use or occupancy of the property subject to the Easement.
9. **Limited Grant.** Nothing provided in this Agreement shall be construed to be a grant or conveyance by City to New Cingular of any kind of property right or easement except within the area legally describing the property subject to the Easement.
10. **Termination of Easement.** The Easement granted shall be perpetual and shall run with the land, inuring to the benefit of successors and assigns of City.
11. **Entire Understanding.** This Agreement contains the entire understanding between the parties, and all prior understandings or other agreements, whether written or oral, are both merged into this Agreement and have no further force or effect to the extent they may conflict with the terms of this Agreement or expand upon them.
12. **Waiver.** None of the conditions of this Agreement shall be considered waived by City unless given in writing, and no such written waiver shall be a waiver of any past or future (i) default, or (ii) breach; nor shall it be considered a modification of any of the conditions of this Agreement, unless expressly stipulated in the waiver.
13. **Amendment.** Any amendment or modification to this Agreement must be in writing and signed by all parties, and any purported amendment or modification not both in writing and signed shall be void.

IN WITNESS WHEREOF, all parties hereto have set their hands and seals the day and year above written.

CITY OF SAINT PETER

By _____
Timothy Strand, Mayor

ATTEST:

Todd Prafke, City Administrator

STATE OF MINNESOTA)
) ss
COUNTY OF NICOLLET)

On this ____ day of _____, 2013, before me the undersigned, a Notary Public in and for the State of Minnesota, personally appeared Timothy Strand and to me personally known, who being by me duly sworn, did say that he is the Mayor of the City of Saint Peter, which is executing the within and foregoing instrument to which this is attached, that the seal affixed thereto is the seal of the corporation; that said instrument was signed and sealed on behalf of the corporation by authority of its Board of Directors; and that he, as an officer acknowledges the execution of the foregoing instrument to be the voluntary act and deed of the corporation, by him voluntarily executed.

Notary Public

NEW CINGULAR WIRELESS PCS, LLC

By _____

Its _____

STATE OF _____)
) ss
COUNTY OF _____)

On this ____ day of _____, 2013, before me the undersigned, a Notary Public in and for the State of _____, personally appeared _____ and to me personally known, who being by me duly sworn, did say that he is the _____ of the New Cingular Wireless PCS, LLC, which is executing the within and foregoing instrument to which this is attached, that the seal affixed thereto is the seal of the corporation; that said instrument was signed and sealed on behalf of the corporation by authority of its Board of Directors; and that he, as an officer acknowledges the execution of the foregoing instrument to be the voluntary act and deed of the corporation, by him voluntarily executed.

Notary Public

This Instrument Drafted by:
James W. Brandt
219 W. Nassau, P.O. Box 57
Saint Peter, MN 56082

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2013 –

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

**RESOLUTION AUTHORIZING EXECUTION OF LEASE AMENDMENT WITH) AT&T
MOBILITY CORPORATION (dba NEW CINGULAR WIRELESS PCS, LLC) AND EXECUTION
OF EASEMENT AGREEMENT**

WHEREAS, the City has previously entered into an agreement with AT&T related to their infrastructure and telecommunication equipment located on the City's Broadway Water Tower; and

WHEREAS, AT&T wishes to make improvements to their equipment; and

WHEREAS, the City has evaluated the impact of the improvements; and

WHEREAS, the City wishes to continue working with AT&T to accommodate these improvements; and

WHEREAS, the improvements could be completed through an amendment to the existing lease agreement; and

WHEREAS, execution of the proposed amendment would also provide for an extension of the lease terms which will provide additional revenue for the City; and

WHEREAS, an easement agreement allowing for installation of a fiber optic feed from the Broadway Avenue right-of-way to the AT&T building is also necessary for the upgrade to the AT&T equipment; and

WHEREAS, the City Attorney has prepared an easement agreement.

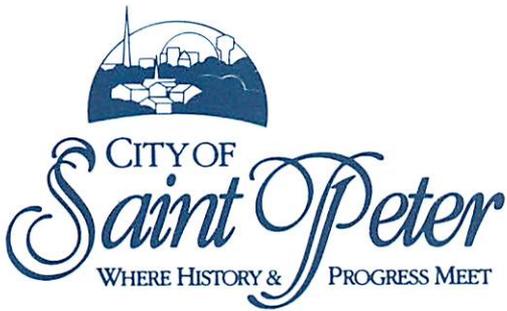
NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SAINT PETER, NICOLLET COUNTY, MINNESOTA, THAT: The City Administrator is hereby authorized to execute a lease amendment and an easement agreement with AT&T Mobility Corporation dba New Cingular Wireless PCS LLC.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 28th day of January 2013.

Timothy Strand
Mayor

ATTEST:

Todd Prafke
City Administrator



Memorandum

TO: Todd Prafke
City Administrator

DATE: 2/8/13

FROM: Lewis Giesking
Director of Public Works

RE: 2013 Equipment Certificate Purchases

ACTION/RECOMMENDATION

Authorize purchase of two Polaris Ranger EV (electric) all-terrain vehicles from Vetter Sales of Kasota, MN in the amount of \$21,244.75.

BACKGROUND

City staff is proposing the purchase of two electric all-terrain vehicles, one of which would replace an existing all-terrain vehicle and the second would be an additional service vehicle.

The Parks Section of Public Works has utilized small gas/diesel powered vehicles, (which are sometimes referred to as "gators"), for park maintenance for years. The current all-terrain vehicle (gator) has had the engine and transmission replaced, is costly to operate, and staff suspects engine problems are occurring again. The vehicle, a 2005 gas powered Kawasaki Mule (1,689 hours) is used exclusively to perform park maintenance. The vehicle can carry two people and has a roll bar cage with no top or windshield. The style of vehicle has been very effective in providing service to the parks with minimal damage to park turf. It is proposed to declare the Kawasaki Mule vehicle surplus and offer it up for auction on the State website. It is estimated the City would recoup \$1,500 from sale of this vehicle.

Electric all-terrain vehicles have been available for several years and one company, Polaris, has had them available since 2010. A local company has been using one for over a year and electric all-terrain vehicles were used effectively as service vehicles for the national gun show that was held in the area last year. City staff has heard good reports about the reliability and effectiveness of the vehicles. A life cost comparison of the electric all-terrain vehicles compared to the City's Kawasaki Mule vehicle is as follows:

SPECIFICATIONS:

FEATURES

Transmission
Dump Box Capacity
Ground Clearance

KAWASAKI MULE

Variable with high and low ranges
400 lbs.
6.7 inches

ELECTRIC RANGER POLARIS 4 X 4 ROAD READY VEHICLE

On demand- True All Wheel Drive
500 lbs.
10 inches

Wheel Base	70 inches	72 inches
Average Life of Vehicle	7 to 10 years	10 to 15 years
Engine HP	30 HP	30 HP
Towing Capacity	1,100 lbs.	1,250 lbs.
Top Speed	25 mph	25 mph

OPERATION COMPARISON

<u>MAINTENANCE ITEM</u>	<u>KAWASAKI MULE (10 YEAR)</u>	<u>ELECTRIC POLARIS (15 YEAR)</u>	<u>RANGER</u>
Base cost (without tax or registration)	\$8,000.00	\$9,940.00	
Estimated cost of oil and fuel – life of vehicle	\$6,500.00	0	
Cost of electricity	0	\$930.00	
Batteries	\$300.00	\$2,800.00	
Replacement engine	\$2,500.00	0	
Replacement transmission	\$1,800.00	0	
TOTAL COST OVER LIFE OF VEHICLE	\$19,100.00	\$13,670.00	

This electric vehicle can operate for up to 10 hours or a 40-mile range on one charge. Charging is done through a standard 110-volt electric outlet for approximately eight hours to reach full recharge. Each vehicle contains eight flooded lead acid 12-volt batteries so the eight hour charging is actually charging all eight batteries. The electric vehicle would work well in the normal Public Works operation.

Based on our analysis, the electric vehicle appears significantly less expensive to operate over a ten-year life cycle. The analysis includes the replacement of batteries that may be needed over that ten-year cycle. The electric vehicle has a larger payload, heavier towing capacity, and higher clearance than the Mule that is currently in use.

The Mule was projected to have a ten-year life; however, at seven years, it appears the engine is failing for a second time. This electric vehicle is projected to have a 15 year life but, even if it is only 10 years, it is still appears to be better value for the City.

City staff is proposing to replace the Mule with an electric all-terrain vehicle and purchase a second electric all-terrain vehicle for general use. The second electric all-terrain vehicle would be utilized to perform a variety of duties such as cleaning catch basin tops in the streets after rainstorms, spraying weeds in the curb line and street cracks, spraying weeds in sidewalks, volunteer tree removal in the boulevards, maintenance of sidewalk planters and providing other service functions in lieu of using a full-size pick-up truck, or one ton truck.

The electric all-terrain vehicles are available through Vetter Sale in Kasota through the State bid program. The total cost for two Polaris electric all-terrain vehicles would be \$19,883.50 or with sales tax, a total cost of \$21,244.75.

Maintenance Superintendent Tim Mayo assisted with the preparation of this memo.

This action is good as it allows for continuing services in a more cost effective way. In addition, this equipment might be viewed as more environmentally friendly as compared to the small gas or diesel vehicles we use now.

FISCAL IMPACT:

The purchase of these two electric all-terrain vehicles would be funded through the 2013 equipment certificate.

ALTERNATIVES/VARIATIONS:

Do not act: The vehicles will not be purchased.

Negative Votes: City staff will seek City Council direction.

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

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

LGG/TM/vwt

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2013 –

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

**RESOLUTION APPROVING 2013 EQUIPMENT CERTIFICATE PURCHASE OF ELECTRIC
ALL TERRAIN VEHICLES AND DECLARING A VEHICLE SURPLUS**

WHEREAS, the City uses an all-terrain vehicle for park maintenance and other activities; and

WHEREAS, one of those vehicles is in need of replacement; and

WHEREAS, electric all-terrain vehicles are a cost-effective option, compared to the diesel fuel all-terrain vehicles, for providing service to the City's park system; and

WHEREAS, over the lifetime of the vehicle the cost of oil and fuel for the diesel all-terrain vehicle exceeds the cost of electricity to operate the electric all-terrain vehicle; and

WHEREAS, the normal less than twelve hours of continuous use by the City fits well with the electric all-terrain vehicles need for recharging; and

WHEREAS, the electric all-terrain vehicle can provide hauling, towing and general use requirements that equal or exceed those of the diesel all-terrain vehicle; and

WHEREAS, the second all-terrain vehicle would be used to assist in park maintenance and to perform a variety of other duties such as cleaning catch basin grates after rainstorms, spraying weeds in the curblines and street cracks, spraying weeds in sidewalks, and maintaining boulevards and sidewalk planters; and

WHEREAS, these vehicles are available for purchase through the State bid system; and

WHEREAS, funding for these purchases has been included in the 2013 equipment certificate budget.

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

1. Staff is directed to proceed with purchase of two electric all-terrain vehicles, Polaris Ranger EV, from Vetter Sales of Kasota, Minnesota in the amount of \$21,244.75.
2. Funding for the purchase shall be from the 2013 equipment certificate.
3. The existing Kawasaki Mule all-terrain vehicle is hereby declared as surplus property and staff is authorized to provide for public sale of the equipment through the Minnesota Department of Administration online auction.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 11th day of February 2013.

Timothy Strand
Mayor

ATTEST:

Todd Prafke
City Administrator