

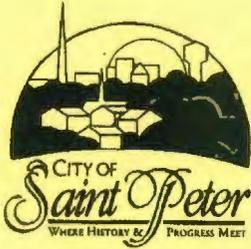
**CITY OF SAINT PETER, MINNESOTA  
AGENDA AND NOTICE OF MEETING**

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

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

None scheduled
- VII. NEW BUSINESS**
  - A. Housing Subdivision Annexation
  - B. Request for City Assistance: St. Patrick's Day Parade
  - C. Business License Applications
  - D. Parks Section Staffing Levels
  - E. Construction Standard Detail #7004 Modification
- VIII. EXECUTIVE SESSION**
  - A. Resolution Calling For Closed Session  
**ADJOURN TO CLOSED SESSION**
  - B. Union Negotiations
    - 1. 2016-2017 Streets Union Contract Negotiations
    - 2. 2016-2017 Parks Union Contract Negotiations
    - 3. 2016-2017 Utilities Union Contract Negotiations**RETURN TO OPEN SESSION**
- IX. NEW BUSINESS (continued)**
  - F. 2016-2017 Streets Union Contract
  - G. 2016-2017 Parks Union Contract
  - H. 2016-2017 Utilities Union Contract
- X. REPORTS**
  - A. **MAYOR**
  - B. **CITY ADMINISTRATOR**
    - 1. Special City Council Meeting
    - 2. Goal Session Schedule
    - 3. Revolving Loan Update
    - 4. Others
- XI. ADJOURNMENT**

Office of the City Administrator  
Todd Prafke



I. **CALL TO ORDER**

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

II. **APPROVAL OF AGENDA**

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

III. **APPROVAL OF MINUTES**

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

IV. **VISITORS**

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

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

B. **General Visitor Comments**

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 February 4, 2016 through February 17, 2016, is attached. Please see the attached staff reports and RESOLUTION.

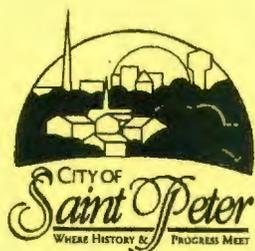
VI. **UNFINISHED BUSINESS**

None scheduled.

VII. **NEW BUSINESS**

A. **ADOPTION OF AN ORDINANCE ANNEXING LAND TO BE USED FOR HOUSING SUBDIVISION**

In order to continue the process for development of a housing subdivision, staff recommends action be taken to provide for annexation of the property. Please see the attached staff report and ORDINANCE.



**B. ADOPTION OF A RESOLUTION APPROVING REQUEST FOR CITY ASSISTANCE FOR ST. PATRICK'S DAY PARADE**

The St. Peter Ambassadors have submitted a request for City assistance for their annual St. Patrick's Day parade. Approval is recommended. Please see the attached staff report and RESOLUTION.

**C. ADOPTION OF A RESOLUTION APPROVING BUSINESS LICENSE APPLICATION**

Following a background investigation, staff recommends approval of a Tobacco License application. Please see the attached staff report and RESOLUTION.

**D. ADOPTION OF A RESOLUTION MODIFYING AUTHORIZED STAFFING LEVELS FOR PARKS SECTION OF THE PUBLIC WORKS DEPARTMENT**

Staff recommends the addition of one Groundskeeper position to the authorized staff levels for the Parks Section of the Public Works Department. Please see the attached staff report and RESOLUTION.

**E. ADOPTION OF A RESOLUTION MODIFYING CONSTRUCTION STANDARD DETAIL #7004**

Staff recommends modification to the City's construction standard detail for "concrete valley gutter". Please see the attached staff report and RESOLUTION.

**VIII. EXECUTIVE SESSION**

**A. ADOPTION OF A RESOLUTION CALLING FOR CLOSED SESSION TO DISCUSS UNION CONTRACT NEGOTIATIONS**

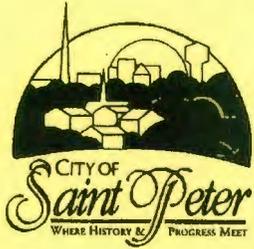
State law allows for public meetings to be closed to discuss union contract negotiations. Staff recommends the meeting be closed at this time to discuss negotiations with the Streets, Parks, and Utilities Unions. Please see the attached RESOLUTION.

**ADJOURN TO CLOSED SESSION**

**B. DISCUSSION OF UNION CONTRACT NEGOTIATIONS**

Discussion will take place at this time regarding negotiations with the Streets, Parks, and Utilities Unions.

**RETURN TO OPEN SESSION**



**IX. NEW BUSINESS (continued)**

**F. ADOPTION OF A RESOLUTION APPROVING 2016-2017 UNION CONTRACT WITH THE INTERNATIONAL UNION OF OPERATING ENGINEERS LOCAL 70 (STREETS)**

Following the closed session the Council may wish to consider approval of the updated union contract with the Streets Union.

**G. ADOPTION OF A RESOLUTION APPROVING 2016-2017 UNION CONTRACT WITH THE INTERNATIONAL UNION OF OPERATING ENGINEERS LOCAL 70 LAW ENFORCEMENT LABOR SERVICES (PARKS)**

Following the closed session the Council may wish to consider approval of the updated union contract with the Parks Union.

**H. ADOPTION OF A RESOLUTION APPROVING 2016-2017 UNION CONTRACT WITH THE INTERNATIONAL UNION OF OPERATING ENGINEERS LOCAL 70 LAW ENFORCEMENT LABOR SERVICES (UTILITIES)**

Following the closed session the Council may wish to consider approval of the updated union contract with the Utilities Union.

**X. REPORTS**

**A. MAYOR**

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

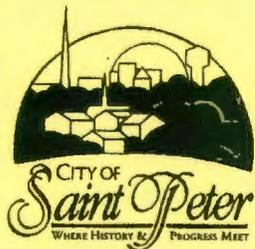
**B. CITY ADMINISTRATOR**

**1. REPORT ON SPECIAL CITY COUNCIL MEETING**

A report will be provided at this time on a special City Council meeting that will be held at 3:00 p.m. on February 29th.

**2. REPORT ON CITY COUNCIL GOAL SESSION SCHEDULE**

A report will be provided at this time on the schedule for the February 29th City Council goal session.



**3. REPORT ON REVOLVING LOAN FUND PROGRAM**

A report will be provided at this time on the City's revolving loan fund program.

**4. OTHERS**

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

**X. ADJOURNMENT**

Office of the City Administrator  
Todd Prafke

**CITY OF SAINT PETER, MINNESOTA**

**OFFICIAL PROCEEDINGS**

**MINUTES OF THE CITY COUNCIL MEETING**

**FEBRUARY 8, 2016**

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Saint Peter was conducted in the Governors' Room of the Community Center on February 8, 2016.

A quorum present, Mayor Zieman called the meeting to order at 7:00 p.m. The following members were present: Councilmembers Parras, Kvamme, Brand, Pfeifer and Mayor Zieman. Absent were Councilmembers Carlin and Grams. 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 Brand, seconded by Kvamme, 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 25, 2016 regular City Council meeting. With all in favor, the motion carried and the minutes were approved. A complete copy of the minutes of the January 25, 2016 regular City Council meeting is contained in the City Administrator's book entitled Council Proceedings 19.

**Consent Agenda** – In motion by Pfeifer, seconded by Parras, Resolution No. 2016-29 entitled, "Resolution Approving Consent Agenda" was introduced. With all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2016-29 is contained in the City Administrator's book entitled Council Resolutions 21.

**Revolving Loan Fund Request: River Rock Bakery & Kitchen, LLC** – Community Development Director Wille presented the Economic Development Authority recommendation for approval of a \$40,000 revolving loan to Christine Rasmussen, dba River Rock Bakery & Kitchen, LLC., for the start-up of a commercial bakery and catering business. Wille noted the original loan request had been rejected by the EDA and subsequent to that, River Rock Coffee owner Tamika Bertram had assumed 61.6% of the Bakery debt and the majority of the risk. Wille noted the loan was being recommended at 3.5% interest, amortized over 10 years with a balloon payment due at five years; and secured by a lien in second position behind a First National Bank claim against fixtures, furnishings, equipment, inventory, accounts receivables and general intangibles. Wille also noted the recommendation was for further security in the form of a subordinate mortgage against the applicant's personal residence, personal guarantees by Rasmussen and her spouse, a promissory note and security agreement, and Rasmussen maintaining a life insurance policy naming the City as the beneficiary in an amount at least equal to the balance of the loan.

Councilmember Pfeifer objected to the City loan of \$40,000 being subordinate to the bank loan of \$20,000 and expressed his opinion that the "banks are not stepping up where they should be" and the process is "not fair to the people of Saint Peter". Mayor Zieman encouraged Pfeifer to work on changing the Economic Development Authority loan guidelines to address his concerns.

Councilmember Parras also indicated his belief that the banks were not accepting much of the risk. Parras also questioned the status of the revolving loan fund to which Wille indicated over \$1,000,000 was on deposit in the revolving loans and the funds were whole. Wille also pointed out that the equipment securing the loans for both the bank's \$20,000 loan and the City's \$40,000 were valued at \$61,500.

In motion by Brand, seconded by Parras, Resolution No. 2016-30 entitled "Resolution Approving \$40,000 Revolving Loan To River Rock Bakery & Kitchen, LLC To Partially Finance The Start-Up Of A Commercial Bakery And Catering Business", was introduced. Upon roll call, Councilmembers Kvamme, Brand, Parras and Mayor Ziemann voting aye, Councilmember Pfeifer voting nay, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2016-30 is contained in the City Administrator's book entitled Council Resolutions 21.

**2016 Street Maintenance Plan** – City Administrator Prafke recommended approval of the 2016 street maintenance program which included seal coating 113 blocks, 8 blocks of full depth asphalt replacement, curb and gutter improvements, sign replacement, materials purchases, sidewalk and handicap access improvements, and crack sealing. In motion by Pfeifer, seconded by Brand, Resolution No. 2016-31 entitled "Resolution Approving 2016 Street Maintenance Program", was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2016-31 is contained in the City Administrator's book entitled Council Resolutions 21.

**City of Nicollet Building Inspection Contract Renewal** – City Administrator Prafke and Building Official Busse requested authorization for execution of a renewal contract with the City of Nicollet for building inspection services performed by City of Saint Peter staff. Prafke noted that the work had been done successfully for many years with little to no impact on services provided in Saint Peter. In motion by Kvamme, seconded by Parras, Resolution No. 2016-32 entitled "Resolution Approving Execution Of 2016 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. 2016-32 is contained in the City Administrator's book entitled Council Resolutions 21.

**Donation Policy Modifications** – City Administrator Prafke recommended adoption of an updated donation acceptance policy. Prafke noted that the policy had been developed to complement the City's purchasing policy and a change to the purchasing policy to allow purchases under \$7,500 without Council approval had not been incorporated into the donation policy to reflect authorization for staff to accept donations valued at up to \$7,500. Prafke recommended the change in the donation policy and pointed out that the exclusion to that policy which required Council acceptance for all real estate donations regardless of the value, would still be in place. In motion by Parras, seconded by Brand, Resolution No. 2016-33 entitled "Resolution Approving Modification To The City's Donation Acceptance Policy", was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2016-33 is contained in the City Administrator's book entitled Council Resolutions 21.

**City Assistance Request: "Luck Of The Irish" Fun Run** – City Administrator Prafke recommended approval of a request by the John Ireland Catholic School Fun Run organizers for City assistance for their event on March 19th. In motion by Kvamme, seconded by Parras, Resolution No. 2016-34 entitled "Resolution Approving Request For City Assistance For John Ireland Catholic School 'Luck Of The Irish' Fun Run Event", was introduced. Upon roll call, with

all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2016-34 is contained in the City Administrator's book entitled Council Resolutions 21.

**City Council Out-Of-State Travel Request** – City Administrator Prafke recommended approval of a resolution authorizing out-of-state travel by Councilmember Parras to attend the American Public Power Association legislative rally and the National League of Cities congressional congress in March in Washington, D.C. Prafke reminded Councilmembers that Council approval is required under the City's travel policy and State law. In motion by Pfeifer, seconded by Brand, Resolution No. 2016-35 entitled "Resolution Authorizing Elected Official Travel", was introduced. Upon roll call, Councilmembers Pfeifer, Kvamme, Brand and Mayor Zieman voting aye, Councilmember Parras abstaining, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2016-35 is contained in the City Administrator's book entitled Council Resolutions 21.

**Reports**

**Mayor's Report** – Mayor Zieman reported he had attended several community events and Winterfest activities. Zieman also reminded the Council of the upcoming forum on homelessness sponsored by the League of Women Voters which takes place on February 9th and that February 18th was "St. Peter Day" on KNUJ radio and the radio station would be broadcasting from Jake's Pizza.

**Community Information Distribution** – City Administrator Prafke provided a report on the various ways the City provides information to the community on topics such as snow emergency declarations. Prafke encouraged the public to sign up for the free community notification system used by the City (Nixle), subscribe to the City's newsletter, like the City on Facebook, and/or check out the City's website. Prafke also indicated he and other staff are happy to visit with service organizations and others to provide presentations on the state of the City.

There being no further business, a motion was made by Pfeifer, seconded by Parras, to adjourn. With all in favor, the motion carried and the meeting adjourned at 7:42 p.m.

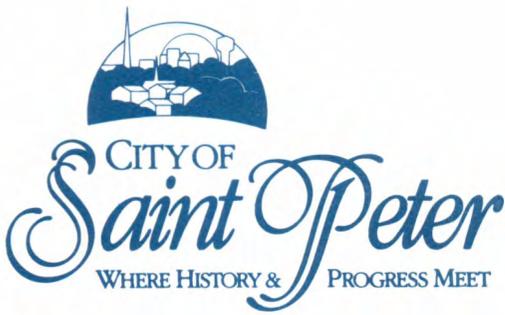
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Charles Zieman  
Mayor

ATTEST:

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Todd Prafke  
City Administrator



## Memorandum

**TO:** Todd Prafke  
City Administrator

**DATE:** 2/12/2016

**FROM:** Pete Moulton  
Director of Public Works

**RE:** 2016 Street Maintenance Program - Quartzite Stone

### **ACTION/RECOMMENDATION**

Authorize the purchase of 1,000 tons of FA2 Quartzite Modified Seal Coat Chip Stone (5822) 19/64 from Southern Minnesota Construction of Mankato in the amount of \$23,300 (including sales tax).

### **BACKGROUND**

The 2016 Streets Maintenance Program includes funding for the purchase of additional Quartzite stone to be added to the existing streets inventory. This type of Quartzite stone, which is 19/64 diameter and has a higher grade of durability, is only available from the New Ulm Quarry.

Formal written proposals were publically requested through inclusion on the City's website as required by the City's purchasing policy. Only one proposal was received as follows:

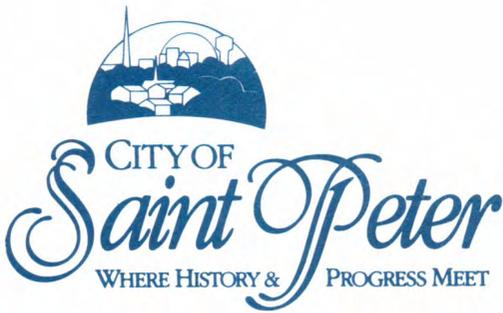
<u>Vendor</u>	<u>Per Ton Including Tax</u>	<u>Total</u>
Southern Minnesota Construction	\$23.30	\$23,300

Staff recommends acceptance of the proposal from Southern Minnesota Construction in the amount of \$23,300 from Southern Minnesota Construction of Mankato, MN.

Please include this purchase on the consent agenda for the February 22, 2016 regular meeting.

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

PTM/TM/amg



## Memorandum

**TO:** Todd Prafke  
City Administrator

**DATE:** February 16, 2016

**FROM:** Pete Moulton  
Director of Public Works

**RE:** 1/0 Primary Electrical Wire for Inventory

### **ACTION/RECOMMENDATION**

Approve the purchase of 1/0 primary electric wire from WESCO of Des Moines, Iowa in the amount of \$1.702 per foot for a total cost with delivery of \$25,530.

### **BACKGROUND**

Formal written proposals were obtained from vendors capable of supplying and delivering 15,000' of 1/0 power cable (wire). This is primary underground wire which will be used to expand our electrical distribution system this summer as the need arises. Formal written proposals were requested and evaluated on a per foot basis because the wire will come in variable lengths on spools with each varying in length from 2,500' to 2,750'.

This wire will be used to replenish the inventory used during the 2016 calendar year.

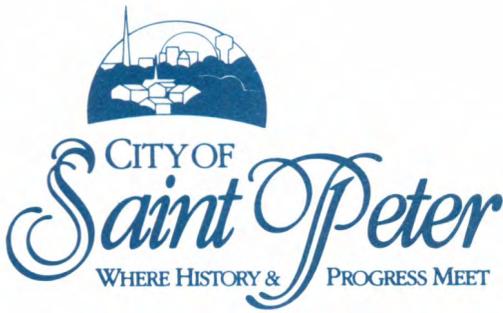
The proposals received were as follows:

<b><u>Vendor:</u></b>	<b><u>Price / Foot:</u></b>	<b><u>Length/Feet:</u></b>	<b><u>Total Cost with Delivery:</u></b>
WESCO	\$1.702	15,000	\$25,530.00
Border States	\$1.727	15,000	\$28,495.50
Southwire	\$1.802	15,000	\$29,733.00

Staff recommends that the wire be purchased from WESCO of Des Moines, Iowa.

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

PM/amg



## Memorandum

To: Todd Prafke  
City Administrator

Date: 2/17/16

Fr: Cindy Moulton *Cindy*  
Administrative Secretary

Re: 2016 Licenses

The City has received two applications for City Council approval.

Creative Play Place will be holding their Annual Duck Race fundraiser on May 14, 2016 at the Mill Pond. In order to conduct the Duck Race, they are required to obtain a Gambling license.

The Nicollet County Agricultural Society has submitted renewal of their Consumption and Display Permit for Johnson Hall, 400 Union Street. The license period is April 1, 2016 – May 31, 2017.

Please place this item on the February 22, 2016 City Council consent agenda.

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
I & S GROUP	front st. substation	ELECTRIC FUND	CAPITAL-DISTRIBUTION S	<u>450.00</u>
			TOTAL:	450.00
THE RETROFIT COMPANIES, INC.	recycling	COMMUNITY CENTER	COMMUNITY CENTER	<u>156.11</u>
			TOTAL:	156.11
ST PETER HERALD	holiday greetings	GENERAL FUND	CITY ADMINISTRATION	189.60
	employment ads	COMMUNITY CENTER	COMMUNITY CENTER	89.00
	employment ads	WATER	CUSTOMER ACCOUNTS	22.25
	employment ads	WASTE WATER FUND	CUSTOMER ACCOUNTS	22.25
	employment ads	ENVIRON SERVICES F	CUSTOMER ACCOUNTS	22.25
	employment ads	ELECTRIC FUND	CUSTOMER ACCOUNTS	<u>22.25</u>
			TOTAL:	367.60
STAPLES ADVANTAGE	post its	GENERAL FUND	CITY ADMINISTRATION	5.62
	post its	GENERAL FUND	CITY CLERK	5.62
	stamper	GENERAL FUND	CITY CLERK	59.03
	post its	GENERAL FUND	FINANCE	3.75
	paper rolls	GENERAL FUND	FINANCE	74.50
	post its	GENERAL FUND	POLICE	3.00
	post its	GENERAL FUND	BUILDING INSPECTOR	1.50
	post its	GENERAL FUND	PUBLIC WORKS ADMIN	0.75
	marker board & markers	GENERAL FUND	PARKS	91.76
	post its	GENERAL FUND	ECONOMIC DEVMT	0.37
	screen	COMMUNITY CENTER	COMMUNITY CENTER	209.00
	wrong screen/ returned	COMMUNITY CENTER	COMMUNITY CENTER	149.99-
	post its	WATER	ADMIN AND GENERAL	3.37
	paper rolls	WATER	ADMIN AND GENERAL	18.63
	post its	WASTE WATER FUND	ADMIN AND GENERAL	3.36
	paper rolls	WASTE WATER FUND	ADMIN AND GENERAL	18.63
	paper rolls	ENVIRON SERVICES F	ADMIN AND GENERAL	18.61
	post its	ELECTRIC FUND	ADMIN AND GENERAL	10.11
	paper rolls	ELECTRIC FUND	ADMIN AND GENERAL	<u>18.63</u>
			TOTAL:	396.25
WEB CONSTRUCTION, INC.	front st. substation impro	ELECTRIC FUND	CAPITAL-DISTRIBUTION S	<u>57,435.10</u>
			TOTAL:	57,435.10



VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
AFFILIATED CREDIT SERVICES	jan. collections	ELECTRIC FUND	CUSTOMER ACCOUNTS	179.30
			TOTAL:	179.30
ALPHA WIRELESS COMMUNICATIONS CO	batterie & antenna replace	GENERAL FUND	STREETS	142.90
	batterie & antenna replace	GENERAL FUND	PARKS	142.90
	batterie & antenna replace	WATER	DISTRIBUTION AND STORA	71.45
	batterie & antenna replace	WASTE WATER FUND	SOURCE/TREATMENT	71.45
	batterie & antenna replace	ENVIRON SERVICES F	REFUSE DISPOSAL	71.45
	batterie & antenna replace	ELECTRIC FUND	POWER DISTRIBUTION	142.90
	radio	ELECTRIC FUND	POWER DISTRIBUTION	953.66
	batterie & antenna replace	STORMWATER FUND	TREATMENT	71.45
			TOTAL:	1,668.16
ARROW ACE HARDWARE INC	great stuff, tape, bulbs,	GENERAL FUND	CITY ADMINISTRATION	19.27
	great stuff, tape, bulbs,	GENERAL FUND	CITY CLERK	19.27
	great stuff, tape, bulbs,	GENERAL FUND	FINANCE	12.85
	great stuff, tape, bulbs,	GENERAL FUND	POLICE	10.28
	tie cable	GENERAL FUND	POLICE	9.99
	bulbs, face piece, batteri	GENERAL FUND	FIRE	75.50
	great stuff, tape, bulbs,	GENERAL FUND	BUILDING INSPECTOR	5.14
	great stuff, tape, bulbs,	GENERAL FUND	PUBLIC WORKS ADMIN	2.57
	chiselwood, thermostat, ex	GENERAL FUND	STREETS	26.76
	chiselwood, thermostat, ex	GENERAL FUND	STREETS	9.00
	caster plates-welding shop	GENERAL FUND	STREETS	9.99
	#86 paint	GENERAL FUND	STREETS	3.59
	#614 screws	GENERAL FUND	PARKS	5.20
	chiselwood, thermostat, ex	GENERAL FUND	PARKS	26.76
	chiselwood, thermostat, ex	GENERAL FUND	PARKS	7.20
	caster plates-welding shop	GENERAL FUND	PARKS	9.99
	great stuff, tape, bulbs,	GENERAL FUND	ECONOMIC DEVMT	1.28
	new cart tire	COMMUNITY CENTER	COMMUNITY CENTER	8.59
	spcc supplies	COMMUNITY CENTER	COMMUNITY CENTER	85.41
	bits, screwdrivers, extrat	WATER	PURIFICATION AND TREAT	38.75
	caulk	WATER	PURIFICATION AND TREAT	9.99
	chiselwood, thermostat, ex	WATER	DISTRIBUTION AND STORA	13.38
	caster plates-welding shop	WATER	DISTRIBUTION AND STORA	5.00
	great stuff, tape, bulbs,	WATER	ADMIN AND GENERAL	11.56
	chiselwood, thermostat, ex	WATER	ADMIN AND GENERAL	3.60
	lock deicer	WATER	CUSTOMER ACCOUNTS	2.24
	chiselwood, thermostat, ex	WASTE WATER FUND	SOURCE/TREATMENT	13.38
	caster plates-welding shop	WASTE WATER FUND	SOURCE/TREATMENT	5.00
	tape	WASTE WATER FUND	SOURCE/TREATMENT	6.59
	cm bolts	WASTE WATER FUND	SOURCE/TREATMENT	22.40-
	great stuff, tape, bulbs,	WASTE WATER FUND	ADMIN AND GENERAL	11.55
	chiselwood, thermostat, ex	WASTE WATER FUND	ADMIN AND GENERAL	3.60
	lock deicer	WASTE WATER FUND	CUSTOMER ACCOUNTS	2.24
	chiselwood, thermostat, ex	ENVIRON SERVICES F	REFUSE DISPOSAL	13.38
	chainsaw bar/pegboard	ENVIRON SERVICES F	REFUSE DISPOSAL	29.99
	chainsaw bar/pegboard	ENVIRON SERVICES F	REFUSE DISPOSAL	16.58
	caster plates-welding shop	ENVIRON SERVICES F	REFUSE DISPOSAL	5.00
	chiselwood, thermostat, ex	ENVIRON SERVICES F	ADMIN AND GENERAL	3.58
	lock deicer	ENVIRON SERVICES F	CUSTOMER ACCOUNTS	2.25
	paint, torch, gfic cover	ELECTRIC FUND	POWER DISTRIBUTION	45.58
	paint, torch, gfic cover	ELECTRIC FUND	POWER DISTRIBUTION	4.99
	chiselwood, thermostat, ex	ELECTRIC FUND	POWER DISTRIBUTION	26.76
	caster plates-welding shop	ELECTRIC FUND	POWER DISTRIBUTION	9.99

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	great stuff, tape, bulbs,	ELECTRIC FUND	ADMIN AND GENERAL	34.68
	chiselwood, thermostat, ex	ELECTRIC FUND	ADMIN AND GENERAL	9.00
	lock deicer	ELECTRIC FUND	CUSTOMER ACCOUNTS	2.24
	chiselwood, thermostat, ex	STORMWATER FUND	TREATMENT	13.39
	caster plates-welding shop	STORMWATER FUND	TREATMENT	4.99
	extension cord	TRANSIT	TRANSIT/TRANSPORTATION	9.99
	led lights	TRANSIT	TRANSIT/TRANSPORTATION	9.99
	led lights	TRANSIT	TRANSIT/TRANSPORTATION	2.70
			TOTAL:	698.20
BEST WESTERN	hotel stay for training	WATER	ADMIN AND GENERAL	204.52
	hotel stay for training	WASTE WATER FUND	ADMIN AND GENERAL	204.52
			TOTAL:	409.04
BGMN, INC	power flush & fluid exch.	GENERAL FUND	STREETS	1,943.58
	trans cleaner & grease	GENERAL FUND	STREETS	66.04
	power flush & fluid exch.	GENERAL FUND	PARKS	1,554.86
	trans cleaner & grease	GENERAL FUND	PARKS	66.04
	power flush & fluid exch.	WATER	CAPITAL-GENERAL PLANT	777.43
	trans cleaner & grease	WATER	DISTRIBUTION AND STORA	33.02
	power flush & fluid exch.	WASTE WATER FUND	CAPITAL-GENERAL PLANT	777.43
	trans cleaner & grease	WASTE WATER FUND	SOURCE/TREATMENT	33.02
	power flush & fluid exch.	ENVIRON SERVICES F	CAPITAL-GENERAL PLANT	777.43
	trans cleaner & grease	ENVIRON SERVICES F	REFUSE DISPOSAL	33.02
	power flush & fluid exch.	ELECTRIC FUND	CAPITAL-GENERAL PLANT	1,943.57
	trans cleaner & grease	ELECTRIC FUND	POWER DISTRIBUTION	66.04
	trans cleaner & grease	STORMWATER FUND	TREATMENT	33.02
			TOTAL:	8,104.50
RAOUL BLACKMAN	patagonia nano air hoody	ENVIRON SERVICES F	REFUSE DISPOSAL	209.00
			TOTAL:	209.00
BOBCAT OF MANKATO	#908a bristles	GENERAL FUND	PARKS	696.96
	#210a bristles	GENERAL FUND	PARKS	696.96
	#116 speakers radio	GENERAL FUND	PARKS	273.98
	#210 & #908 skid, bilt, &	GENERAL FUND	PARKS	251.04
			TOTAL:	1,918.94
CARQUEST AUTO PARTS STORES	blades, chain, oil, carb m	GENERAL FUND	STREETS	38.68
	blades, chain, oil, carb m	GENERAL FUND	PARKS	68.95
	#908 bulb	GENERAL FUND	PARKS	29.97
	hyd fluid	WASTE WATER FUND	SOURCE/TREATMENT	56.99
			TOTAL:	194.59
CDW GOVERNMENT, INC.	p.w. printer replacement	GENERAL FUND	STREETS	389.58
	p.w. printer replacement	GENERAL FUND	PARKS	311.66
	p.w. printer replacement	WATER	ADMIN AND GENERAL	155.83
	p.w. printer replacement	WASTE WATER FUND	ADMIN AND GENERAL	155.83
	p.w. printer replacement	ENVIRON SERVICES F	ADMIN AND GENERAL	155.83
	p.w. printer replacement	ELECTRIC FUND	ADMIN AND GENERAL	389.58
			TOTAL:	1,558.31
CENTERPOINT ENERGY MINNEGASCO	gas bill	GENERAL FUND	FIRE	516.45
	gas bill	GENERAL FUND	STREETS	396.08
	gas bill	GENERAL FUND	SWIMMING POOL	90.86
	gas bill	GENERAL FUND	PARKS	316.87

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	gas bill	LIBRARY FUND	LIBRARY	1,164.52
	gas bill	COMMUNITY CENTER	COMMUNITY CENTER	2,760.92
	gas bill	WATER	PURIFICATION AND TREAT	1,304.60
	gas bill	WATER	PURIFICATION AND TREAT	120.85
	gas bill	WATER	ADMIN AND GENERAL	158.43
	gas bill	WASTE WATER FUND	COLLECTOR/LIFT STAT	15.85
	gas bill	WASTE WATER FUND	SOURCE/TREATMENT	7,149.20
	gas bill	WASTE WATER FUND	ADMIN AND GENERAL	158.43
	gas bill	ENVIRON SERVICES F	ADMIN AND GENERAL	158.44
	gas bill	ELECTRIC FUND	ADMIN AND GENERAL	396.08
			TOTAL:	14,707.58
CENTRAL FIRE PROTECTION INC	co2 extg	GENERAL FUND	FIRE	40.00
			TOTAL:	40.00
CINTAS FIRST AID & SAFETY	first aid supplies	GENERAL FUND	RECREATION/LEISURE SER	16.26
	first aid supplies	LIBRARY FUND	LIBRARY	1.98
			TOTAL:	18.24
COLE PAPERS INC	skin lotion	GENERAL FUND	STREETS	17.49
	skin lotion	GENERAL FUND	PARKS	13.99
	supplies	LIBRARY FUND	LIBRARY	52.05
	supplies	COMMUNITY CENTER	COMMUNITY CENTER	52.06
	skin lotion	WATER	ADMIN AND GENERAL	7.00
	skin lotion	WASTE WATER FUND	ADMIN AND GENERAL	7.00
	skin lotion	ENVIRON SERVICES F	ADMIN AND GENERAL	6.98
	skin lotion	ELECTRIC FUND	ADMIN AND GENERAL	17.49
			TOTAL:	174.06
COMPUTER TECHNOLOGY SOLUTIONS, INC.	ami/ filber connectors/ sw	WATER	CAPITAL-WATER DISTRIBU	362.00
	ami/ filber connectors/ sw	WASTE WATER FUND	CAPITAL-GENERAL PLANT	363.00
	ami/ filber connectors/ sw	ELECTRIC FUND	CAPITAL-GENERAL PLANT	725.00
			TOTAL:	1,450.00
CONSOLIDATED COMMUNICATIONS	phones	GENERAL FUND	CITY ADMINISTRATION	86.24
	phones	GENERAL FUND	CITY CLERK	17.06
	phones	GENERAL FUND	FINANCE	134.26
	phones	GENERAL FUND	MUNICIPAL BUILDING	7.97
	phones	GENERAL FUND	POLICE	387.96
	phones	GENERAL FUND	FIRE	151.54
	phones	GENERAL FUND	BUILDING INSPECTOR	50.06
	phones	GENERAL FUND	PUBLIC WORKS ADMIN	87.43
	phones	GENERAL FUND	STREETS	58.02
	phones	GENERAL FUND	SENIOR COORDINATOR	6.69
	phones	GENERAL FUND	RECREATION/LEISURE SER	208.35
	phones	GENERAL FUND	SWIMMING POOL	31.34
	phones	GENERAL FUND	PARKS	96.81
	phones	GENERAL FUND	ECONOMIC DEVMT	33.00
	phones	LIBRARY FUND	LIBRARY	101.42
	phones	PUBLIC ACCESS	PUBLIC ACCESS	17.06
	phones	COMMUNITY CENTER	COMMUNITY CENTER	121.10
	phones	WATER	ADMIN AND GENERAL	174.23
	phones	WASTE WATER FUND	ADMIN AND GENERAL	198.57
	phones	ENVIRON SERVICES F	ADMIN AND GENERAL	36.86
	phones	ELECTRIC FUND	ADMIN AND GENERAL	163.15
	phones	TRANSIT	TRANSIT/TRANSPORTATION	51.95

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
			TOTAL:	2,221.07
CREDIT RIVER TOOLS	shop trans line tools	GENERAL FUND	STREETS	25.90
	shop trans line tools	GENERAL FUND	PARKS	25.90
	shop trans line tools	WATER	DISTRIBUTION AND STORA	12.95
	shop trans line tools	WASTE WATER FUND	SOURCE/TREATMENT	12.95
	shop trans line tools	ENVIRON SERVICES F	REFUSE DISPOSAL	12.95
	shop trans line tools	ELECTRIC FUND	POWER DISTRIBUTION	25.90
	shop trans line tools	STORMWATER FUND	TREATMENT	12.95
			TOTAL:	129.50
CUMMINS NPOWER, LLC	annual maint. on generator	GENERAL FUND	MUNICIPAL BUILDING	2,390.14
	annual maint. on generator	COMMUNITY CENTER	COMMUNITY CENTER	2,855.69
	annual maint. on generator	WATER	PURIFICATION AND TREAT	3,896.88
	annual maint. on generator	WATER	PURIFICATION AND TREAT	1,920.92
	annual maint. on generator	WATER	PURIFICATION AND TREAT	3,286.34
	annual maint. on generator	WATER	DISTRIBUTION AND STORA	1,920.92
	annual maint. on generator	WASTE WATER FUND	COLLECTOR/LIFT STAT	2,165.54
	annual maint. on generator	WASTE WATER FUND	COLLECTOR/LIFT STAT	3,107.12
	annual maint. on generator	WASTE WATER FUND	COLLECTOR/LIFT STAT	1,555.68
	annual maint. on generator	WASTE WATER FUND	COLLECTOR/LIFT STAT	1,800.92
	annual maint. on generator	WASTE WATER FUND	SOURCE/TREATMENT	5,721.45
	annual maint. on generator	ELECTRIC FUND	POWER PRODUCTION	5,068.64
	annual maint. on generator	ELECTRIC FUND	POWER PRODUCTION	5,068.64
	annual maint. on generator	ELECTRIC FUND	POWER PRODUCTION	5,068.64
	annual maint. on generator	ELECTRIC FUND	POWER PRODUCTION	5,068.64
	annual maint. on generator	ELECTRIC FUND	POWER PRODUCTION	5,068.64
	annual maint. on generator	ELECTRIC FUND	POWER PRODUCTION	5,068.64
			TOTAL:	61,033.44
DANCE CONSERVATORY	dance instructor program f	GENERAL FUND	RECREATION/LEISURE SER	550.00
			TOTAL:	550.00
DON'S APPLIANCE & TV	tv bracket	GENERAL FUND	POLICE	69.99
			TOTAL:	69.99
EMERGENCY RESPONSE SOLUTIONS	new helmets for fire dept	GENERAL FUND	FIRE	6,666.00
	helmet	GENERAL FUND	FIRE	225.68
	hud transmitter scba #1	GENERAL FUND	FIRE	490.02
			TOTAL:	7,381.70
EMERGENT NETWORKS	failed back up system repl	GENERAL FUND	FINANCE	1,021.60
	consulting for failed back	GENERAL FUND	FINANCE	200.00
	failed back up system repl	WATER	ADMIN AND GENERAL	255.40
	consulting for failed back	WATER	ADMIN AND GENERAL	50.00
	failed back up system repl	WASTE WATER FUND	ADMIN AND GENERAL	255.40
	consulting for failed back	WASTE WATER FUND	ADMIN AND GENERAL	50.00
	failed back up system repl	ENVIRON SERVICES F	ADMIN AND GENERAL	255.40
	consulting for failed back	ENVIRON SERVICES F	ADMIN AND GENERAL	50.00
	failed back up system repl	ELECTRIC FUND	ADMIN AND GENERAL	255.40
	consulting for failed back	ELECTRIC FUND	ADMIN AND GENERAL	50.00
			TOTAL:	2,443.20
FAMILY FRESH MARKET	monthly staff meeting supp	GENERAL FUND	STREETS	7.49
	sr. center supplies	GENERAL FUND	SENIOR COORDINATOR	15.37
	sr. center supplies	GENERAL FUND	SENIOR COORDINATOR	19.34

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	sr. center supplies	GENERAL FUND	SENIOR COORDINATOR	24.82
	monthly staff meeting supp	GENERAL FUND	PARKS	5.99
	supplies	COMMUNITY CENTER	COMMUNITY CENTER	6.27
	monthly staff meeting supp	WATER	ADMIN AND GENERAL	2.99
	water and bleach	WASTE WATER FUND	SOURCE/TREATMENT	15.95
	water and bleach	WASTE WATER FUND	SOURCE/TREATMENT	14.90
	monthly staff meeting supp	WASTE WATER FUND	ADMIN AND GENERAL	2.99
	monthly staff meeting supp	ENVIRON SERVICES F	ADMIN AND GENERAL	2.99
	monthly staff meeting supp	ELECTRIC FUND	ADMIN AND GENERAL	7.49
			TOTAL:	126.59
FASTENAL COMPANY	batteries	GENERAL FUND	STREETS	9.83
	batteries	GENERAL FUND	PARKS	9.83
	#908 & 210 bolts & nuts	GENERAL FUND	PARKS	14.37
	batteries	WATER	DISTRIBUTION AND STORA	4.91
	batteries	WASTE WATER FUND	SOURCE/TREATMENT	4.91
	batteries	ENVIRON SERVICES F	REFUSE DISPOSAL	4.91
	batteries	ELECTRIC FUND	POWER DISTRIBUTION	9.83
	batteries	STORMWATER FUND	TREATMENT	4.92
			TOTAL:	63.51
FLEETPRIDE	#607f wiper, rings, & seal	GENERAL FUND	STREETS	330.81
			TOTAL:	330.81
FORESTRY SUPPLIERS INC	longboy & pole saw	ENVIRON SERVICES F	REFUSE DISPOSAL	239.95
			TOTAL:	239.95
FREEDOM VALUE CENTERS, INC.	fuel	GENERAL FUND	POLICE	76.57
	fuel	WATER	SOURCE OF SUPPLY	3.63
	fuel	WATER	PURIFICATION AND TREAT	5.44
	fuel	WATER	DISTRIBUTION AND STORA	27.19
	fuel	WASTE WATER FUND	SOURCE/TREATMENT	85.75
	fuel	TRANSIT	TRANSIT/TRANSPORTATION	54.91
			TOTAL:	253.49
GOODTIMES MANUFACTURING	t-shirts	COMMUNITY CENTER	COMMUNITY CENTER	180.00
			TOTAL:	180.00
GOPHER STATE ONE-CALL INC	jan. gopher state one call	WATER	DISTRIBUTION AND STORA	6.76
	jan. gopher state one call	WASTE WATER FUND	COLLECTOR/LIFT STAT	6.76
	jan. gopher state one call	ELECTRIC FUND	POWER DISTRIBUTION	6.78
			TOTAL:	20.30
GRAYBAR ELECTRIC COMPANY INC	c12 detector	WATER	PURIFICATION AND TREAT	22.72
			TOTAL:	22.72
HAWKINS, INC.	sodium bisulfite	WATER	PURIFICATION AND TREAT	3,625.00
			TOTAL:	3,625.00
HD SUPPLY FACILITIES MAINTENANCE	plumbing parts for restroo	COMMUNITY CENTER	COMMUNITY CENTER	143.31
	plumbing parts	COMMUNITY CENTER	COMMUNITY CENTER	258.70
			TOTAL:	402.01
HD SUPPLY WATERWORKS, LTD.	lead meter seals	WATER	DISTRIBUTION AND STORA	53.35
			TOTAL:	53.35

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
HOLIDAY COMMERCIAL	fuel	GENERAL FUND	POLICE	126.53
	fuel	GENERAL FUND	BUILDING INSPECTOR	64.40
	fuel	GENERAL FUND	STREETS	108.07
	fuel	GENERAL FUND	PARKS	75.51
	fuel	WATER	SOURCE OF SUPPLY	14.41
	fuel	WATER	PURIFICATION AND TREAT	21.62
	fuel	WATER	DISTRIBUTION AND STORA	108.09
	fuel	WATER	CUSTOMER ACCOUNTS	34.03
	fuel	WASTE WATER FUND	SOURCE/TREATMENT	19.59
	fuel	WASTE WATER FUND	SOURCE/TREATMENT	64.49
	fuel	WASTE WATER FUND	CUSTOMER ACCOUNTS	34.03
	fuel	ENVIRON SERVICES F	REFUSE DISPOSAL	57.24
	fuel	ELECTRIC FUND	POWER DISTRIBUTION	198.70
	fuel	ELECTRIC FUND	CUSTOMER ACCOUNTS	34.05
	fuel	STORMWATER FUND	TREATMENT	163.99
	fuel	TRANSIT	TRANSIT/TRANSPORTATION	<u>1,435.16</u>
		TOTAL:	2,559.91	
JEFFERSON FIRE & SAFETY INC	new fire gloves	GENERAL FUND	FIRE	3,204.00
	afg personal protective eq	GENERAL FUND	FIRE	935.22
	afg personal protective eq	GENERAL FUND	FIRE	<u>978.18</u>
		TOTAL:	5,117.40	
JOHN HENRY FOSTER	filters	WATER	PURIFICATION AND TREAT	<u>290.75</u>
			TOTAL:	290.75
JOHNSON AGGREGATES	sand	GENERAL FUND	STREETS	<u>1,224.82</u>
			TOTAL:	1,224.82
KIND VETERINARY CLINIC PA	animal care	GENERAL FUND	COMMUNITY SERVICE	145.40
	paws animal care	RESTRICTED CONTRIB	COMMUNITY SERVICE	<u>65.60</u>
			TOTAL:	211.00
KULLY SUPPLY, INC.	plumbing parts	COMMUNITY CENTER	COMMUNITY CENTER	<u>213.51</u>
			TOTAL:	213.51
KWIK TRIP INC	fuel	GENERAL FUND	POLICE	797.91
	fuel	GENERAL FUND	BUILDING INSPECTOR	35.68
	fuel	GENERAL FUND	PARKS	<u>228.00</u>
		TOTAL:	1,061.59	
LEAGUE OF MINNESOTA CITIES	stormwater coalition contr	STORMWATER FUND	ADMINISTRATION AND GEN	<u>760.00</u>
			TOTAL:	760.00
LJP ENTERPRISES INC	jan. waste & recycle	COMMUNITY CENTER	COMMUNITY CENTER	444.46
	jan. waste & recycle	WATER	PURIFICATION AND TREAT	99.43
	jan. waste & recycle	WASTE WATER FUND	SOURCE/TREATMENT	218.29
	jan. waste & recycle	ENVIRON SERVICES F	REFUSE DISPOSAL	586.01
	january 2016 refuse pickup	ENVIRON SERVICES F	REFUSE DISPOSAL	<u>19,331.80</u>
		TOTAL:	20,679.99	
LOCATORS & SUPPLIES, INC.	gloves & rain suit	GENERAL FUND	STREETS	158.76
	gloves & rain suit	GENERAL FUND	PARKS	127.01
	gloves & rain suit	WATER	ADMIN AND GENERAL	63.50
	gloves & rain suit	WASTE WATER FUND	ADMIN AND GENERAL	63.50
	gloves & rain suit	ENVIRON SERVICES F	ADMIN AND GENERAL	63.51

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	gloves & rain suit	ELECTRIC FUND	ADMIN AND GENERAL	158.76
			TOTAL:	635.04
LUBRICATION TECHNOLOGIES, INC.	oil drums	GENERAL FUND	STREETS	248.05
	oil drums	GENERAL FUND	PARKS	248.05
	oil drums	WATER	DISTRIBUTION AND STORA	124.03
	oil drums	WASTE WATER FUND	SOURCE/TREATMENT	124.03
	oil drums	ENVIRON SERVICES F	REFUSE DISPOSAL	124.03
	oil drums	ELECTRIC FUND	POWER DISTRIBUTION	248.05
	oil drums	STORMWATER FUND	TREATMENT	124.01
			TOTAL:	1,240.25
MANKATO CLINIC LTD	pre employment exams	GENERAL FUND	FIRE	373.18
	pre employment exams	STORMWATER FUND	ADMINISTRATION AND GEN	99.89
			TOTAL:	473.07
MARCO, INC.	contract overage charge	GENERAL FUND	CITY ADMINISTRATION	37.76
	toner	GENERAL FUND	CITY ADMINISTRATION	19.98
	copier maint.	GENERAL FUND	CITY ADMINISTRATION	24.75
	contract overage charge	GENERAL FUND	CITY CLERK	37.76
	toner	GENERAL FUND	CITY CLERK	19.98
	copier maint.	GENERAL FUND	CITY CLERK	24.75
	contract overage charge	GENERAL FUND	FINANCE	25.18
	toner	GENERAL FUND	FINANCE	13.32
	copier maint.	GENERAL FUND	FINANCE	16.50
	contract overage charge	GENERAL FUND	POLICE	20.14
	toner	GENERAL FUND	POLICE	10.66
	copier maint.	GENERAL FUND	POLICE	13.20
	contract overage charge	GENERAL FUND	BUILDING INSPECTOR	10.07
	toner	GENERAL FUND	BUILDING INSPECTOR	5.33
	copier maint.	GENERAL FUND	BUILDING INSPECTOR	6.60
	contract overage charge	GENERAL FUND	PUBLIC WORKS ADMIN	5.04
	toner	GENERAL FUND	PUBLIC WORKS ADMIN	2.66
	copier maint.	GENERAL FUND	PUBLIC WORKS ADMIN	3.30
	contract overage charge	GENERAL FUND	ECONOMIC DEVMT	2.52
	toner	GENERAL FUND	ECONOMIC DEVMT	1.33
	copier maint.	GENERAL FUND	ECONOMIC DEVMT	1.65
	contract overage charge	WATER	ADMIN AND GENERAL	22.66
	toner	WATER	ADMIN AND GENERAL	11.99
	copier maint.	WATER	ADMIN AND GENERAL	14.85
	contract overage charge	WASTE WATER FUND	ADMIN AND GENERAL	22.65
	toner	WASTE WATER FUND	ADMIN AND GENERAL	11.98
	copier maint.	WASTE WATER FUND	ADMIN AND GENERAL	14.85
	contract overage charge	ELECTRIC FUND	ADMIN AND GENERAL	67.97
	toner	ELECTRIC FUND	ADMIN AND GENERAL	35.96
	copier maint.	ELECTRIC FUND	ADMIN AND GENERAL	44.55
			TOTAL:	549.94
MENARDS	new shop door opener	GENERAL FUND	PUBLIC WORKS ADMIN	677.20
	nailer & nails	GENERAL FUND	STREETS	26.73
	new shop garage door opene	GENERAL FUND	STREETS	135.44
	nailer & nails	GENERAL FUND	PARKS	26.73
	new shop garage door opene	GENERAL FUND	PARKS	135.44
	nailer & nails	WATER	DISTRIBUTION AND STORA	13.36
	new shop garage door opene	WATER	DISTRIBUTION AND STORA	67.72
	nailer & nails	WASTE WATER FUND	SOURCE/TREATMENT	13.36

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT	
	new shop garage door opene	WASTE WATER FUND	SOURCE/TREATMENT	67.72	
	nailer & nails	ENVIRON SERVICES F	REFUSE DISPOSAL	13.36	
	new shop garage door opene	ENVIRON SERVICES F	REFUSE DISPOSAL	67.72	
	nailer & nails	ELECTRIC FUND	POWER DISTRIBUTION	26.73	
	new shop garage door opene	ELECTRIC FUND	POWER DISTRIBUTION	135.44	
	nailer & nails	STORMWATER FUND	TREATMENT	13.37	
	new shop garage door opene	STORMWATER FUND	TREATMENT	67.72	
			TOTAL:	1,488.04	
METERING & TECHNOLOGY SOLUTIONS	#828 residential meter nee	WATER	NON-DEPARTMENTAL	939.12	
	meter	WATER	DISTRIBUTION AND STORA	65.00	
			TOTAL:	1,004.12	
METRO SALES INC	copier maint. agreement	GENERAL FUND	RECREATION/LEISURE SER	83.19	
	copier maint. agreement	COMMUNITY CENTER	COMMUNITY CENTER	83.19	
			TOTAL:	166.38	
MEYER SIGNWORKS	city logo's #116	GENERAL FUND	PARKS	25.00	
	city logo's #815	WASTE WATER FUND	SOURCE/TREATMENT	25.00	
			TOTAL:	50.00	
MISC VENDOR	BRACKEY, JOANNE	BRACKEY, JOANNE: DRIVER TR	TRANSIT	TRANSIT/TRANSPORTATION	175.32
	MINNEAPOLIS MARRIOTT N	hotel stay for training	WASTE WATER FUND	ADMIN AND GENERAL	617.54
	SIMONS BOLT, LISA M.	author book signing event	RESTRICTED CONTRIB	LIBRARY	44.28
	SKILLPATH/NST SEMINARS	SKILLPATH/NST SEMINARS: 4	GENERAL FUND	FINANCE	268.48
	SKILLPATH/NST SEMINARS	SKILLPATH/NST SEMINARS: 4	WATER	ADMIN AND GENERAL	67.13
	SKILLPATH/NST SEMINARS	SKILLPATH/NST SEMINARS: 4	WASTE WATER FUND	ADMIN AND GENERAL	67.13
	SKILLPATH/NST SEMINARS	SKILLPATH/NST SEMINARS: 4	ENVIRON SERVICES F	ADMIN AND GENERAL	67.13
	SKILLPATH/NST SEMINARS	SKILLPATH/NST SEMINARS: 4	ELECTRIC FUND	ADMIN AND GENERAL	67.13
			TOTAL:	1,374.14	
MN IRON & METAL COMPANY	alum	GENERAL FUND	STREETS	13.69	
	alum	GENERAL FUND	PARKS	13.69	
	alum	WATER	DISTRIBUTION AND STORA	6.84	
	alum	WASTE WATER FUND	SOURCE/TREATMENT	6.84	
	alum	ENVIRON SERVICES F	REFUSE DISPOSAL	6.84	
	alum	ELECTRIC FUND	POWER DISTRIBUTION	13.69	
	alum	STORMWATER FUND	TREATMENT	6.85	
			TOTAL:	68.44	
MN POLLUTION CONTROL AGENCY	wastewater operations conf	WASTE WATER FUND	ADMIN AND GENERAL	1,200.00	
	wastewater training regist	WASTE WATER FUND	ADMIN AND GENERAL	300.00	
			TOTAL:	1,500.00	
MN RURAL WATER ASSOCIATION	tech conf registration	WATER	ADMIN AND GENERAL	450.00	
	tech conf registration	WASTE WATER FUND	ADMIN AND GENERAL	450.00	
			TOTAL:	900.00	
MN WASTE PROCESSING	jan disposal	ENVIRON SERVICES F	REFUSE DISPOSAL	26,854.80	
			TOTAL:	26,854.80	
PETE MOULTON	parks development lunch pe	GENERAL FUND	PARKS	21.45	
			TOTAL:	21.45	
NAPA AUTO PARTS OF ST PETER	oil filter	GENERAL FUND	NON-DEPARTMENTAL	373.05-	
	disc pad, rotors	GENERAL FUND	POLICE	271.31	

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	bulb, seat cover, wipers,	GENERAL FUND	FIRE	40.32
	washer fluid	GENERAL FUND	STREETS	5.45
	fuel filters, air filters,	GENERAL FUND	STREETS	225.37
	windshield wiper	GENERAL FUND	STREETS	2.70
	washer fluid	GENERAL FUND	PARKS	5.45
	nuts & bolts	COMMUNITY CENTER	COMMUNITY CENTER	11.54
	washer fluid	WATER	DISTRIBUTION AND STORA	2.72
	retainer & seat belt stop	WATER	DISTRIBUTION AND STORA	13.14
	air filters and oil filter	WATER	CUSTOMER ACCOUNTS	4.42
	filters	WASTE WATER FUND	COLLECTOR/LIFT STAT	58.04
	washer fluid	WASTE WATER FUND	SOURCE/TREATMENT	2.72
	air filters and oil filter	WASTE WATER FUND	CUSTOMER ACCOUNTS	4.42
	washer fluid	ENVIRON SERVICES F	REFUSE DISPOSAL	2.72
	air filters and oil filter	ENVIRON SERVICES F	CUSTOMER ACCOUNTS	4.42
	washer fluid	ELECTRIC FUND	POWER DISTRIBUTION	5.45
	air filters and oil filter	ELECTRIC FUND	CUSTOMER ACCOUNTS	4.42
	washer fluid	STORMWATER FUND	TREATMENT	2.73
	oil filter	STORMWATER FUND	TREATMENT	3.05
	washer fluid	TRANSIT	TRANSIT/TRANSPORTATION	13.62
	air filter	TRANSIT	TRANSIT/TRANSPORTATION	8.78
			TOTAL:	319.74
NELSON PRINTING COMPANY	office supplies	GENERAL FUND	POLICE	49.18
	binders and dividers	GENERAL FUND	FIRE	24.05
	library name tags	LIBRARY FUND	LIBRARY	141.30
	ups	WATER	ADMIN AND GENERAL	12.95
	ups	WASTE WATER FUND	SOURCE/TREATMENT	4.84
	ups	ENVIRON SERVICES F	ADMIN AND GENERAL	40.22
	ups	ELECTRIC FUND	ADMIN AND GENERAL	15.37
			TOTAL:	287.91
NICOLLET CTY PUBLIC HEALTH	jan. senior center coord	GENERAL FUND	SENIOR COORDINATOR	2,535.65
			TOTAL:	2,535.65
NICOLLET COUNTY TREASURER	mortgage registration tax	REVOLVING LOAN FUN	ECONOMIC DEVMT	92.00
			TOTAL:	92.00
NICOLLET COUNTY BANK	jan. ach entries	GENERAL FUND	FINANCE	6.88
	jan. ach entries	WATER	ADMIN AND GENERAL	1.73
	jan. ach entries	WATER	CUSTOMER ACCOUNTS	13.36
	jan. ach entries	WASTE WATER FUND	ADMIN AND GENERAL	1.73
	jan. ach entries	WASTE WATER FUND	CUSTOMER ACCOUNTS	13.36
	jan. ach entries	ENVIRON SERVICES F	ADMIN AND GENERAL	1.73
	jan. ach entries	ENVIRON SERVICES F	CUSTOMER ACCOUNTS	13.36
	jan. ach entries	ELECTRIC FUND	ADMIN AND GENERAL	1.73
	jan. ach entries	ELECTRIC FUND	CUSTOMER ACCOUNTS	13.37
			TOTAL:	67.25
NORTH CENTRAL LABORATORIES	lab probe meter	WASTE WATER FUND	SOURCE/TREATMENT	2,127.80
			TOTAL:	2,127.80
NUSS TRUCK & EQUIPMENT	#112 valve	GENERAL FUND	STREETS	212.43
			TOTAL:	212.43
NUTTER CLOTHING CO	2 jeans	GENERAL FUND	FIRE	92.80
	alteration on pants	RESTRICTED CONTRIB	FIRE	32.00

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
			TOTAL:	<u>124.80</u>
OFFICEMAX	substation speakers	ELECTRIC FUND	POWER PRODUCTION	<u>16.99</u>
			TOTAL:	<u>16.99</u>
AL PASSON	replace pins in snow blowe	LIBRARY FUND	LIBRARY	<u>41.50</u>
	replace pins in snow blowe	COMMUNITY CENTER	COMMUNITY CENTER	<u>41.50</u>
			TOTAL:	<u>83.00</u>
PEPSI-COLA OF MANKATO INC	pop	COMMUNITY CENTER	COMMUNITY CENTER	<u>620.03</u>
			TOTAL:	<u>620.03</u>
PROFESSIONAL WATER TECHNOLOGIES	opticlean #45	WATER	PURIFICATION AND TREAT	<u>918.80</u>
			TOTAL:	<u>918.80</u>
RONALD D. QUADE	south central regional mee	GENERAL FUND	FIRE	<u>242.85</u>
			TOTAL:	<u>242.85</u>
QUICK MART ST PETER	fuel	GENERAL FUND	POLICE	<u>472.16</u>
	fuel	GENERAL FUND	FIRE	<u>136.04</u>
			TOTAL:	<u>608.20</u>
QUILL	ink cartridges	GENERAL FUND	STREETS	39.21
	ink cartridges	GENERAL FUND	STREETS	30.60
	ink cartridges	GENERAL FUND	PARKS	31.37
	ink cartridges	GENERAL FUND	PARKS	24.48
	ink cartridges	GENERAL FUND	ECONOMIC DEVMT	81.50
	ink cartridges	WATER	ADMIN AND GENERAL	15.68
	ink cartridges	WATER	ADMIN AND GENERAL	12.24
	ink cartridges	WASTE WATER FUND	ADMIN AND GENERAL	15.68
	ink cartridges	WASTE WATER FUND	ADMIN AND GENERAL	12.24
	ink cartridges	WASTE WATER FUND	CUSTOMER ACCOUNTS	81.49
	ink cartridges	ENVIRON SERVICES F	ADMIN AND GENERAL	15.68
	ink cartridges	ENVIRON SERVICES F	ADMIN AND GENERAL	12.24
	ink cartridges	ELECTRIC FUND	ADMIN AND GENERAL	39.21
	ink cartridges	ELECTRIC FUND	ADMIN AND GENERAL	<u>30.60</u>
			TOTAL:	<u>442.22</u>
RED WING SHOE STORE	conner boots	WASTE WATER FUND	ADMIN AND GENERAL	216.74
	hank boots	WASTE WATER FUND	ADMIN AND GENERAL	<u>169.99</u>
			TOTAL:	<u>386.73</u>
ROCHESTER MIDLAND CORPORATION	monthly restroom supplies	COMMUNITY CENTER	COMMUNITY CENTER	<u>76.01</u>
			TOTAL:	<u>76.01</u>
ROYAL TIRE, INC	#308 tires	STORMWATER FUND	TREATMENT	<u>442.96</u>
			TOTAL:	<u>442.96</u>
NICOLE RUHLAND	lifeguard recertification	GENERAL FUND	SWIMMING POOL	<u>27.00</u>
			TOTAL:	<u>27.00</u>
RYAN ELECTRIC OF ST PETER	overhead wiring	GENERAL FUND	STREETS	100.72
	overhead wiring	GENERAL FUND	PARKS	80.58
	repair lights on blbg, par	LIBRARY FUND	LIBRARY	117.83
	repair lights on blbg, par	COMMUNITY CENTER	COMMUNITY CENTER	471.31
	drawdown controls	WATER	SOURCE OF SUPPLY	75.00

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	overhead wiring	WATER	ADMIN AND GENERAL	40.29
	overhead wiring	WASTE WATER FUND	ADMIN AND GENERAL	40.29
	overhead wiring	ENVIRON SERVICES F	ADMIN AND GENERAL	40.29
	overhead wiring	ELECTRIC FUND	ADMIN AND GENERAL	100.72
	north lift reconnect pump	STORMWATER FUND	TREATMENT	75.00
			TOTAL:	1,142.03
SCHWICKERT'S, INC.	fixed and replaced thermos	GENERAL FUND	MUNICIPAL BUILDING	2,626.00
			TOTAL:	2,626.00
SOUTHERN MN MUNICIPAL POWER AGENCY	smmpa purchased power	ELECTRIC FUND	POWER SUPPLY	572,070.69
			TOTAL:	572,070.69
ST PETER HERALD	public access	PUBLIC ACCESS	PUBLIC ACCESS	89.00
	transit	TRANSIT	TRANSIT/TRANSPORTATION	73.20
			TOTAL:	162.20
ST PETER LUMBER CO	steel wool, light bulbs	GENERAL FUND	CITY ADMINISTRATION	7.41
	steel wool, light bulbs	GENERAL FUND	CITY CLERK	7.41
	steel wool, light bulbs	GENERAL FUND	FINANCE	4.94
	steel wool, light bulbs	GENERAL FUND	POLICE	3.95
	steel wool, light bulbs	GENERAL FUND	BUILDING INSPECTOR	1.98
	steel wool, light bulbs	GENERAL FUND	PUBLIC WORKS ADMIN	0.99
	cutting blade	GENERAL FUND	STREETS	12.59
	cutting blade	GENERAL FUND	STREETS	108.55
	cutting blade	GENERAL FUND	PARKS	12.59
	steel wool, light bulbs	GENERAL FUND	ECONOMIC DEVMT	0.49
	poly scoop	WATER	PURIFICATION AND TREAT	28.99
	cutting blade	WATER	DISTRIBUTION AND STORA	6.30
	steel wool, light bulbs	WATER	ADMIN AND GENERAL	4.45
	plywood	WASTE WATER FUND	SOURCE/TREATMENT	57.87
	cutting blade	WASTE WATER FUND	SOURCE/TREATMENT	6.30
	steel wool, light bulbs	WASTE WATER FUND	ADMIN AND GENERAL	4.46
	cutting blade	ENVIRON SERVICES F	REFUSE DISPOSAL	6.30
	cutting blade	ELECTRIC FUND	POWER DISTRIBUTION	12.59
	steel wool, light bulbs	ELECTRIC FUND	ADMIN AND GENERAL	13.35
	cutting blade	STORMWATER FUND	TREATMENT	6.28
	tranist garage shelving	TRANSIT	TRANSIT/TRANSPORTATION	204.98
			TOTAL:	512.77
STAPLES ADVANTAGE	binders, post its, pens, t	GENERAL FUND	CITY ADMINISTRATION	121.13
	pens	GENERAL FUND	CITY ADMINISTRATION	52.24
	binders, post its, pens, t	GENERAL FUND	CITY CLERK	121.13
	pens	GENERAL FUND	CITY CLERK	52.24
	binders, post its, pens, t	GENERAL FUND	FINANCE	80.76
	pens	GENERAL FUND	FINANCE	34.82
	binders, post its, pens, t	GENERAL FUND	POLICE	64.60
	pens	GENERAL FUND	POLICE	27.86
	binders, post its, pens, t	GENERAL FUND	BUILDING INSPECTOR	32.30
	pens	GENERAL FUND	BUILDING INSPECTOR	13.93
	binders, post its, pens, t	GENERAL FUND	PUBLIC WORKS ADMIN	16.15
	pens	GENERAL FUND	PUBLIC WORKS ADMIN	6.96
	stamp, stickies, & tape	GENERAL FUND	STREETS	13.21
	office supplies	GENERAL FUND	RECREATION/LEISURE SER	53.36
	stamp, stickies, & tape	GENERAL FUND	PARKS	10.57
	binders, post its, pens, t	GENERAL FUND	ECONOMIC DEVMT	8.08

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	pens	GENERAL FUND	ECONOMIC DEVMT	3.48
	stamp, stickies, & tape	WATER	ADMIN AND GENERAL	5.29
	binders, post its, pens, t	WATER	ADMIN AND GENERAL	72.68
	pens	WATER	ADMIN AND GENERAL	31.34
	stamp, stickies, & tape	WASTE WATER FUND	ADMIN AND GENERAL	5.29
	binders, post its, pens, t	WASTE WATER FUND	ADMIN AND GENERAL	72.68
	pens	WASTE WATER FUND	ADMIN AND GENERAL	31.35
	stamp, stickies, & tape	ENVIRON SERVICES F	ADMIN AND GENERAL	5.28
	stamp, stickies, & tape	ELECTRIC FUND	ADMIN AND GENERAL	13.21
	binders, post its, pens, t	ELECTRIC FUND	ADMIN AND GENERAL	218.04
	pens	ELECTRIC FUND	ADMIN AND GENERAL	94.02
			TOTAL:	1,262.00

TIRE ASSOCIATES	#140 tire mounting	TRANSIT	TRANSIT/TRANSPORTATION	82.00
			TOTAL:	82.00

VERIZON WIRELESS	cell phones	GENERAL FUND	POLICE	341.96
	jet packs	GENERAL FUND	BUILDING INSPECTOR	70.06
	jetpacks	GENERAL FUND	STREETS	8.76
	jetpacks	GENERAL FUND	PARKS	7.01
	jetpacks	WATER	ADMIN AND GENERAL	3.50
	jetpacks	WATER	ADMIN AND GENERAL	35.03
	jetpacks	WASTE WATER FUND	ADMIN AND GENERAL	3.50
	jetpacks	ENVIRON SERVICES F	ADMIN AND GENERAL	3.50
	jetpacks	ELECTRIC FUND	ADMIN AND GENERAL	8.76
			TOTAL:	482.08

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

101	GENERAL FUND	40,973.97
211	LIBRARY FUND	1,620.60
213	PUBLIC ACCESS	106.06
217	COMMUNITY CENTER	8,433.60
230	REVOLVING LOAN FUND	92.00
601	WATER	22,261.72
602	WASTE WATER FUND	30,263.36
603	ENVIRON SERVICES FUND	49,404.17
604	ELECTRIC FUND	609,566.80
606	STORMWATER FUND	1,906.57
610	TRANSIT	2,122.60
820	RESTRICTED CONTRIBUTIONS	141.88
-----		
	GRAND TOTAL:	766,893.33
-----		

COUNCIL BILL LIST TOTAL  
FOR 12/28/15 & 02/22/16

0

FUND TOTALS

101	GENERAL FUND	41,409.47
201	PROPERTY INSURANCE	-
211	LIBRARY FUND	1,620.60
213	Public Access	106.06
217	COMMUNITY CENTER	8,737.72
230	REVOLVING LOAN FUND	92.00
240	TORNADO DISASTER REV LOAN	
368	2008B BHS EQUIP CERT	-
379	2002 INDUST PARK IMPROV #13	
381	VOLMARY TWNHOMES TIF #9	
401	PERM IMPROVEMENT REVOLVING	-
404	PARK LAND DEDICATION	-
432	2013 B TIF #1-18 N THIRD	
459	WAS TERRACE HOUSING #15	
460	HOUSING DISTRUCT #20	-
473	2013 EQUIP CERT	
474	2014 EQUIPMENT CERTIFICAT	-
475	2015 EQUIPMENT CERTIFICAT	-
476	2016 EQUIPMENT CERTIFICAT	-
601	WATER	22,305.97
602	WASTE WATER FUND	30,307.60
603	ENVIRON SERVICES FUND	49,445.03
604	ELECTRIC FUND	667,502.89
606	STORMWATER FUND	1,906.57
610	HEARTLAND TRANSIT	2,122.60
627	MEDICAL CAMPUS	-
820	RESTRICTED CONTRIBUTIONS	141.88
824	YOUTH CENTER GRANT	-

-----  
GRAND TOTAL:                   \$ 825,698.39  
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CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2016 –

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

**RESOLUTION APPROVING CONSENT AGENDA**

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

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

<u>VENDOR</u>	<u>ITEM</u>	<u>PRICE</u>	<u>FUNDING</u>
Southern MN Construction	Chip stone	\$23,300	General
Wesco	Primary wire for inventory	\$25,530	Electric

2. The following license applications are approved subject to payment of the licensing fee and compliance with the City Code:

**Temporary Gambling License**

Creative Play Place                      Mill Pond/Riverside Park                      5/14/16

**Consumption And Display Permit**

Nicollet County Agricultural Society                      400 Union Street                      4/1/16 – 5/31/17

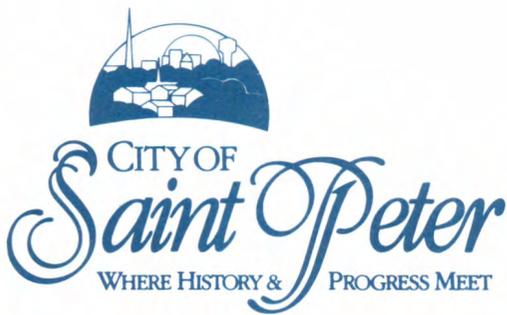
3. The schedule of disbursements for February 4, 2016 through February 17, 2016 is hereby approved.

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

\_\_\_\_\_  
Charles Zieman  
Mayor

ATTEST:

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



## Memorandum

**TO:** Todd Prafke  
City Administrator

**DATE:** 02/19/16

**FROM:** Russ Wille  
Community Development Director

**RE:** Annexation – Building Better Neighborhoods Site

### **ACTION/RECOMMENDATION**

Adopt the attached ordinance providing for the annexation of 62.72 acres of land wholly owned by the City of Saint Peter and immediately adjoining the City limits.

### **BACKGROUND**

As per the terms of a November 2, 2015 Purchase Agreement, the City has recently purchased a 62.72 acre parcel of land from Independent School District #508. The City would intend to develop the property utilizing the principles of the Building Better Neighborhoods program authored by the Greater Minnesota Housing Fund.

To that end, it would be necessary and appropriate to annex the undeveloped property so that development can be undertaken by the City.

Minnesota Statutes §414.033 provides the process for annexation by ordinance. The Statute allows the City Council to annex the property by ordinance given that the City is the sole owner of the subject property

An annexation ordinance has been prepared for City Council consideration. To move the Building Better Neighborhoods project forward, it would be necessary to undertake the annexation by ordinance.

### **FISCAL IMPACT:**

A nominal fee will be incurred to file the annexation with the appropriate state agency. A fee will also be incurred to provide for publication as may be required.

### **ALTERNATIVES/VARIATIONS:**

Do not act: Staff will wait for additional direction from the Council and the annexation could be considered at a later date.

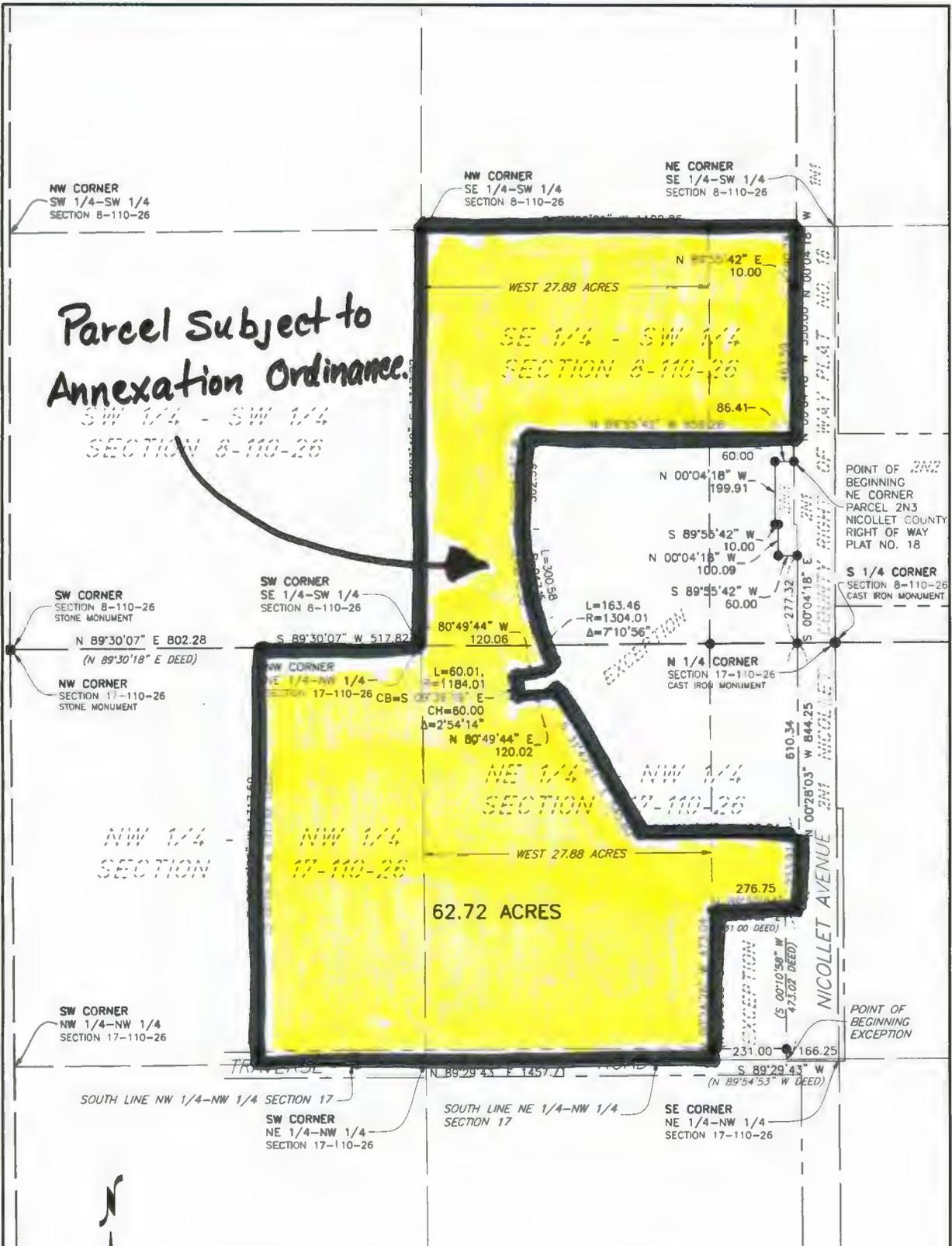
Negative Votes: This will effectively end the BBN planning process without further direction from the Council.

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.

RJW

**Parcel Subject to Annexation Ordinance.**



Horizontal Datum: HARN 2011 County Coordinate System  
Vertical Datum: NAVD 1988

- LEGEND**
- 3/4" IRON PIPE MONUMENT SET MARKED BY REG. NO. 26748
  - MONUMENT FOUND
  - STONE MONUMENT FOUND
  - ⊙ CAST IRON MONUMENT FOUND

**SHEET 1 OF 2**

<p><b>CERTIFICATE OF SURVEY</b> SAINT PETER, NICOLLET COUNTY, MINNESOTA</p>		<p>THE SE 1/4-SW 1/4, SECTION 8-110-26 &amp; PART OF THE N 1/2-NW 1/4, SECTION 17-110-26</p>
<p><b>BOLTON &amp; MENK, INC.</b> Consulting Engineers &amp; Surveyors 1960 PREMIER DRIVE MANKATO, MINNESOTA 56001 (507) 625-4171</p>		
		<p>FOR: CITY OF SAINT PETER</p>

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ORDINANCE NO. \_\_\_\_\_, THIRD SERIES

**AN ORDINANCE OF THE CITY OF SAINT PETER, MINNESOTA ANNEXING LAND OWNED BY THE CITY OF SAINT PETER, MINNESOTA LOCATED WITHIN THE TOWN OF TRAVERSE TOWNSHIP, NICOLLET COUNTY, MINNESOTA PURSUANT TO MINN. STAT. 414.033, SUBD. 1, PERMITTING ANNEXATION BY ORDINANCE**

WHEREAS, the territory described below is not presently within the corporate limits of any incorporated city and abuts the corporate limits of the City of Saint Peter, Minnesota; and

WHEREAS, this territory is deemed to be urban or suburban in character; and

WHEREAS, this territory is wholly owned by the City of Saint Peter, Minnesota which has petitioned annexation of the territory; and

WHEREAS, the territory to be annexed is not currently served by municipal water or sanitary sewer services; and

WHEREAS, the territory to be annexed contains 62.72 acres of land; and

WHEREAS, there are no human inhabitants residing within the land subject to annexation; and

WHEREAS, given that the property had been owned by Independent School District #508 prior to purchase by the City of Saint Peter, the property has been, and will remain, exempt from real estate taxation; and

WHEREAS, based on the recommendation of the Planning and Zoning Commission, the City Council finds that the annexation of the subject territory is in conformance with the Comprehensive Plan of the City of Saint Peter.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SAINT PETER, NICOLLET COUNTY, MINNESOTA DOES HEREBY ORDAIN:

Section 1. Territory Annexed: Pursuant to Minnesota Statute 414.033, Subd. 1 the corporate limits of the City of Saint Peter are hereby extended by annexation of the property described as follows:

Parcel 1 - All that part of the Southeast Quarter of the Southwest Quarter of Section 8, Township 110 North, Range 26 West, Nicollet County, Minnesota lying west of NICOLLET COUNTY RIGHT OF WAY PLAT NO. 18, according to the recorded plat thereof, and lying east of the West 27.88 acres of said Southeast Quarter of the Southwest Quarter of Section 8.

Parcel 2 - All that part of the Northeast Quarter of the Northwest Quarter of Section 17, Township 110 North, Range 26 West, Nicollet County, Minnesota lying west of NICOLLET COUNTY RIGHT OF WAY PLAT NO. 18, according to the recorded plat thereof, excepting therefrom the following described parcel:

All that part of the Northeast Quarter of the Northwest Quarter (NE ¼ NW ¼) of Section 17, Township 110 North, Range 26 West, described as: Commencing at the Southeast corner of the Northeast Quarter of the Northwest Quarter of said

Section 17; thence North 89 degrees 54 minutes 53 seconds West (assumed bearing) on the south line said Northeast Quarter of the Northwest Quarter a distance of 166.25 feet to the point of beginning; thence continuing North 89 degrees 54 minutes 53 seconds West on said South line, 231.00 feet; thence North 00 degrees 10 minutes 58 seconds East on said line 473.04 feet; thence South 89 degrees 54 minutes 32 seconds East, 231.00 feet; thence South 00 degrees 10 minutes 58 seconds West, 473.02 feet to the point of beginning.

Parcel 3 - All that part of the Northwest Quarter of the Northwest Quarter of Section 17, Township 110 North, Range 26 West, Nicollet County, Minnesota, lying East of the following described line; Commencing at the Northwest Corner of Section 17; thence North 89 degrees 30 minutes 18 seconds East (bearings based on Nicollet County Coordinates System, NAD83 1996 adjustment) on the North line of said Northwest Quarter of the Northwest Quarter, a distance of 802.28 feet to the point of beginning of the line to be described; thence South 00 degrees 16 minutes 36 seconds West, a distance of 1317.66 feet to the South line of said Northwest Quarter of the Northwest Quarter and there terminating.

Parcel 4 - The West 27.88 acres of the Southeast Quarter of the Southwest Quarter of Section 8, Township 110 North, Range 26 West, Nicollet County, Minnesota.

EXCEPTING from the above described four Parcels, the following described Tract:

All that part of the Southeast Quarter of the Southwest Quarter of Section 8, Township 110 North, Range 26 West and all that part of the Northeast Quarter of the Northwest Quarter of Section 17, Township 110 North, Range 26 West, Nicollet County, Minnesota, described as: Beginning at the Northeast corner of Parcel 2N3, NICOLLET COUNTY RIGHT OF WAY PLAT NO. 18, according to the recorded plat thereof; thence North 00 degrees 04 minutes 18 seconds West (bearings based on Nicollet County Coordinates System, NAD83 2011 adjustment) on the west line of Parcel 2N1 of said NICOLLET COUNTY RIGHT OF WAY PLAT NO. 18, a distance of 86.41 feet; thence North 89 degrees 55 minutes 42 seconds West, a distance of 859.26 feet; thence South 00 degrees 04 minutes 18 seconds West, a distance of 302.59 feet; thence southerly a distance of 300.58 feet along a tangential curve to the left having a radius of 947.15 feet and a central angle of 18 degrees 10 minutes 58 seconds to a point of reverse curvature; thence continuing southerly a distance of 163.46 feet along said reverse curve to the right having a radius of 1304.01 feet and a central angle of 7 degrees 10 minutes 56 seconds; thence South 80 degrees 49 minutes 44 seconds West, not tangent to said curve, a distance of 120.06 feet; thence southerly a distance of 60.01 feet along non-tangential curve to the left having a radius of 1184.01 feet, a central angle of 2 degrees 54 minutes 14 seconds and a 60.00 foot chord which bears South 09 degrees 39 minutes 19 seconds East; thence North 80 degrees 49 minutes 44 seconds East, not tangent to said curve, a distance of 120.02 feet; thence South 31 degrees 47 minutes 21 seconds East, a distance of 545.80 feet; thence North 89 degrees 29 minutes 43 seconds East, a distance of 490.04 feet to the west line of said NICOLLET COUNTY RIGHT OF WAY PLAT NO. 18; thence northerly along the west lines of Parcel 2N1 and

Parcel 2N3 of said NICOLLET COUNTY RIGHT OF WAY PLAT NO. 18 to the point of beginning.

Section 2. Filing: The City Administrator is directed to file certified copies of this ordinance with the Secretary of State, the County Auditor of Nicollet County, the Town Clerk of Traverse Township and Minnesota Planning Boundary Adjustments.

Section 3. Effective Date of Annexation. This ordinance takes effect upon its passage, publication and the filing of certified copies as directed in Section 2, and its approval by the Minnesota Planning Municipal Boundary Adjustments.

Section 4. Official Map. The Community Development Director is directed to change the Official Zoning Map to reflect the new boundary of the City resulting from annexation of the property and to depict its zoning classification as (R-3) Multi-family Residential District.

Section 5. Adoption of General Provisions: All the provisions of Chapter 1, of the Saint Peter City Code are made a part hereof and applicable to this Ordinance.

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

ATTEST:

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

\_\_\_\_\_  
Charles Ziemann  
Mayor

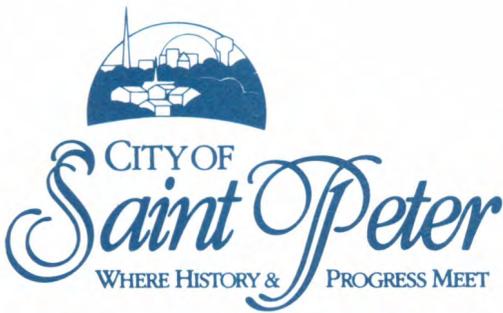
The foregoing Ordinance was adopted by the following votes:

Ayes:

Nays:

Absent:

Published in the *Saint Peter Herald* on March 3, 2016.



## Memorandum

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

**DATE:** 2/19/2016

**FROM:** Todd Prafke  
City Administrator

**RE:** Request For City Assistance

### **ACTION/RECOMMENDATION**

Provide authorization for City assistance associated with the St. Patrick's Day parade.

### **BACKGROUND**

The Saint Peter Ambassadors have requested City assistance for the annual St. Patrick's Day parade on Monday, March 17, 2016. The requested assistance includes:

- Traffic control along the parade route from approximately 5:00 p.m. until the parade has ended.
- Use of South Third Street from one block north of Broadway Avenue for parade line-up and then south to Mulberry Street for the parade itself.
- City staff putting up "No Parking" signs on South Third Street from Broadway Avenue to Mulberry Street prior to the parade.

As is our practice for community events such as this, staff has requested from the Ambassador's a certificate of insurance naming the City as an additional insured in the amount of \$1,500,000 per occurrence. This is the amount of the City's Statutory tort liability.

### **FISCAL IMPACT:**

The fiscal impact for approval of this request would be minimal. Police Reserves will be used to supplement licensed Officers providing traffic control.

### **ALTERNATIVES/VARIATIONS:**

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

Denial: No further action will be taken without additional direction from the Council. The Ambassadors will be notified of the Council's decision.

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 on this agenda item.

TP/bal

**ST. PETER AMBASSADORS, INC.  
P. O. BOX 301  
ST. PETER, MN 56082**

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February 10, 2016

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



Re: St. Patrick's Day Parade

Dear Todd:

The St. Peter Ambassadors would, again, request the assistance of, and permission of, the City of St. Peter to hold the annual St. Patrick's Day Parade on March 17, 2016, at 5:30 p.m. The lineup would be scheduled to start at 5 p.m. at the corner of Third and Broadway, with the parade proceeding down Third Street to Mulberry Street at that time. If the City could possibly assist us, again, in providing "no parking" signs on Third Street from Third and Broadway to Mulberry for that afternoon, we would greatly appreciate it.

Should you need anything further, please feel free to contact me. I, again, wish to thank your office and that of the Police Department and the City Council for their past cooperation in making this an appropriate family event.

ST. PETER AMBASSADORS PARADE COMMITTEE

Michael K. Riley, Sr.

John Mayer

Joe Kienlen

Dan Welp

Greg Borchert

Chad DeBlicke

Mike Volk

Arlo Lehtinen

Matt Brostrom

Mike Bresnahan

**CITY OF SAINT PETER, MINNESOTA**

**RESOLUTION NO. 2016 -**

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

**RESOLUTION AUTHORIZING CITY ASSISTANCE FOR ST. PATRICK'S DAY PARADE**

WHEREAS, a request has been submitted by the St. Peter Ambassadors, Inc., requesting City assistance for the St. Patrick's Day parade on March 17, 2016; and

WHEREAS, the St. Patrick's Day parade is an event that provides entertainment for community members and brings others the community; and

WHEREAS, the City has assisted the St. Patrick's Day parade organizers in past years; and

WHEREAS, the St. Patrick's Day parade continues to be a successful event in the community.

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

1. The City will provide assistance to the Saint Peter Ambassadors, Inc. for the St. Patrick's Day parade contingent upon receipt of a certificate of insurance naming the City as an additional insured in the amount of not less than \$1,500,000 per occurrence.
2. The authorized assistance shall include the following:
  - Police Officers and Police Reserves will assist with traffic control.
  - Traffic control will be provided from approximately 5:00 p.m., on March 17th until the parade has ended.
  - "NO PARKING" designations shall be provided for the following areas on March 17th:
    - Along the parade staging area along North Third Street from Broadway Avenue to West Madison Street.
    - Along the parade route from West Broadway Avenue to West Mulberry Street from 12:00 noon until the conclusion of the parade.
  - The Public Works Department will provide traffic direction cones and "No Parking" signs as needed.

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

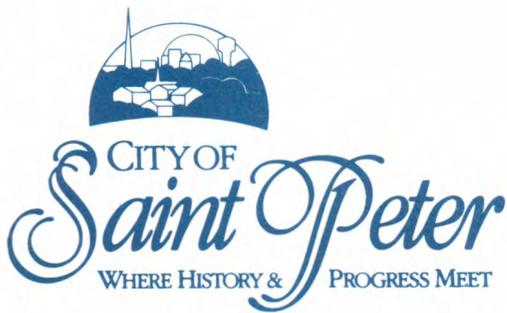
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Charles Zieman  
Mayor

ATTEST:

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Todd Prafke  
City Administrator



## Memorandum

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

**DATE:** 2/18/2016

**FROM:** Todd Prafke  
City Administrator

**RE:** Business License Application

### **ACTION/RECOMMENDATION**

Provide approval of new business license application.

### **BACKGROUND**

The City has received a new business license application from Jenna Rydeen, co-owner of Professor's 2.0 Tobacco Boutique. The new business will be located at 208 South Minnesota Avenue.

An extensive background investigation has been completed on Rydeen and co-owner Daniel Fischer, and nothing was found that would prohibit them from obtaining the above mentioned license. The licensing period will be in effect from February 23, 2016 through December 31, 2016.

### **FISCAL IMPACT:**

None other than receipt of the license fee.

### **ALTERNATIVES/VARIATIONS:**

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

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

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

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

TP/

**CITY OF SAINT PETER, MINNESOTA**

**RESOLUTION NO. 2016 -**

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

**RESOLUTION APPROVING BUSINESS LICENSE APPLICATION**

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SAINT PETER, NICOLLET COUNTY, MINNESOTA, THAT: the following business license application be approved subject to compliance with all requirements of the City Code and payment of the licensing fee:

**Tobacco License**

Professor's 2.0 Tobacco Boutique                      208 South Minnesota Ave      2/23/16–12/31/16

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

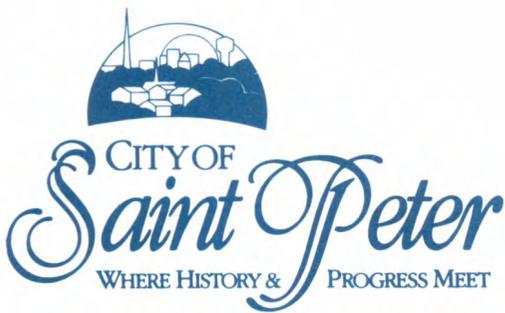
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Charles Zieman  
Mayor

ATTEST:

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Todd Prafke  
City Administrator



## Memorandum

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

**DATE:** 2/19/2016

**FROM:** Todd Prafke  
City Administrator

**RE:** Parks Section Staffing Levels

### **ACTION/RECOMMENDATION**

Approve the attached resolution that modifies staffing levels in the Parks section of your Public Works Department.

### **BACKGROUND**

A recent resignation has afforded us the opportunity to contemplate organizational modifications in your Parks section. The goal of this change is to provide for higher productivity and versatility. This would be done by not filling your Maintenance Engineer position and increasing the Council allowed staffing by one position in the Groundskeeper job classification. Currently the Council has allocated two Groundskeepers and we hope to increase this number to three. This is not a change in overall staffing levels.

I am required under your rules to ask for any modifications to staffing levels.

This will have a small impact on your overall cost that we hope will be compensated for by an increase in productivity and versatility within the department.

### **FISCAL IMPACT:**

The immediate cost of this change based on current Union contract pay would be an increase of about \$1,100 per year and, with a maximum pay differential in about five years the increase would be about \$5,900.

### **ALTERNATIVES/VARIATIONS:**

Do not act. Staff will wait for further direction. A prolonged delay may mean being down one total staff person as spring comes which could be a substantial impediment to getting your parks ready at that time.

Negative Vote. Staff will hire under the current staffing levels. In other words we would hire a Maintenance Engineer rather than a Groundskeeper.

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

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

TP/bal

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2016 -

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

**RESOLUTION APPROVING MODIFICATION TO AUTHORIZED STAFFING LEVELS IN THE  
PARKS SECTION OF THE PUBLIC WORKS DEPARTMENT**

WHEREAS, the City Council establishes the authorized the number of employees allocated for each Department of the City; and

WHEREAS, the Council believes that greater efficiency may be achieved by a change in the number of employees in the Parks Section of the Public Works Department; and

WHEREAS, due to a resignation in the Parks Section, a review has been done and an increase to the number of Groundskeepers is recommended by staff.

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

1. The number of Groundskeepers will be established at three (3) within the Parks Section of the Public Works Department.
2. Staff is further directed to start the recruitment process for that position at the earliest opportunity.

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

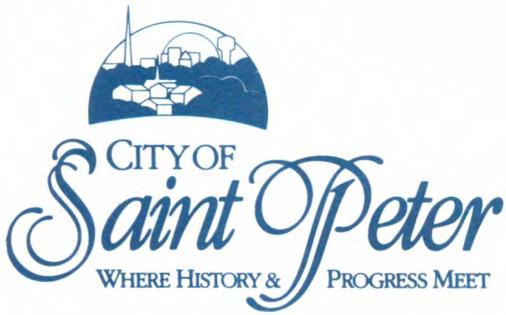
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Charles Zieman  
Mayor

ATTEST:

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Todd Prafke  
City Administrator



## Memorandum

**TO:** Todd Prafke  
City Administrator

**DATE:** 02/19/16

**FROM:** Pete Moulton  
Director of Public Works

**RE:** Standard Detail Updates for 2016

### **ACTION/RECOMMENDATION**

Authorize the language revision to Standard Detail #7004.

### **BACKGROUND**

The City has standard details that are used for construction of public infrastructure throughout the City. In reviewing this standard detail a modification to the language was needed for compliance.

#### **Standard Detail Number**

#### **Modification**

7004 – Concrete Valley Gutter

Replace Language in Notes 2: For entrances to private property, the roadway pavement inside the valley gutter shall be 7" concrete. Extend to the right-of-way line and be poured separate from the valley gutter. If a public road entrance, the roadway pavement inside the valley gutter shall be bituminous.

#### **FISCAL IMPACT:**

There is no fiscal impact from these changes to the City. In some instances changes in the strands could increase or decrease cost to the constructor.

#### **ALTERNATIVES AND VARIATIONS**

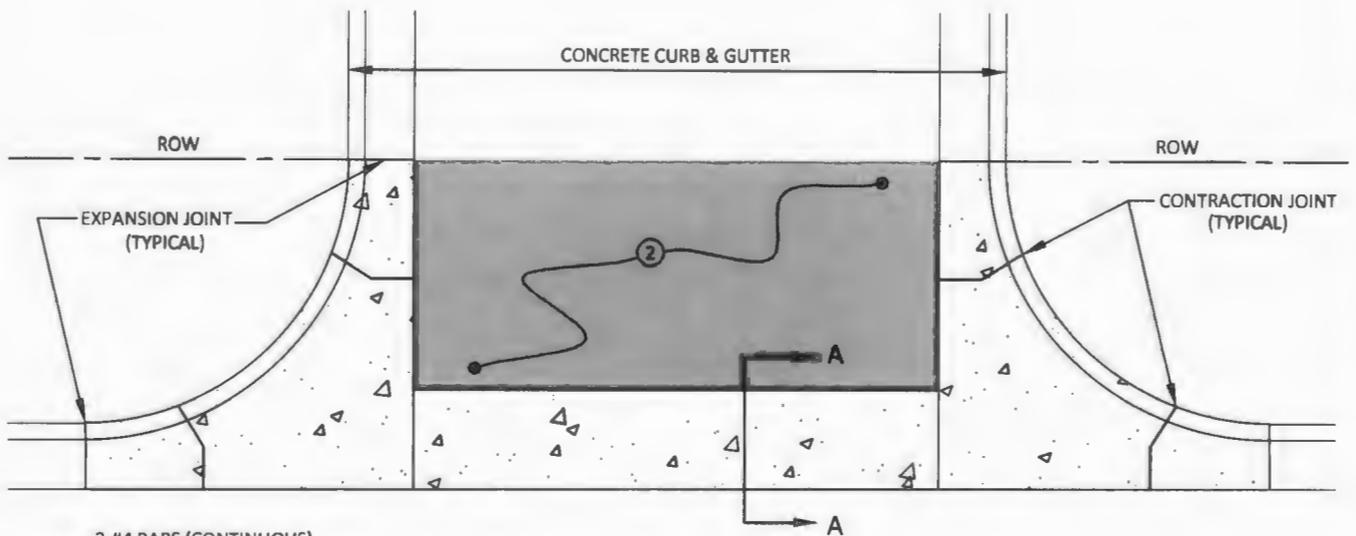
Do no act. Staff will wait for further direction. This is a great time of year to contemplate a change of this type as it is prior to the start of the construction season.

Negative vote. Staff will wait for further direction. Please know that this change is recommended to match State standards..

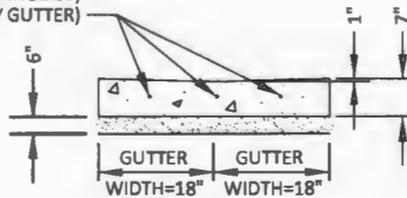
Modification of the resolution. This is always an option of the City Council.

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

PT/JK/amg



3-#4 BARS (CONTINUOUS)  
(INCIDENTAL TO VALLEY GUTTER)



**SECTION A**

**NOTES:**

1. THE CONCRETE VALLEY GUTTER SHALL BE CONSTRUCTED ON 6" AGGREGATE BASE, CL. 5 (2211) (100% CRUSHED LIMESTONE) (INCIDENTAL TO VALLEY GUTTER)

2. FOR ENTRANCES TO PRIVATE PROPERTY, THE ROADWAY PAVEMENT INSIDE THE VALLEY GUTTER SHALL BE 7" THICK CONCRETE WITH A MINIMUM 6" AGGREGATE BASE, EXTEND TO THE RIGHT-OF-WAY LINE AND BE POURED SEPARATE FROM THE VALLEY GUTTER. IF A PUBLIC ROAD ENTRANCE, THE ROADWAY PAVEMENT INSIDE THE VALLEY GUTTER SHALL BE BITUMINOUS.

**CONCRETE VALLEY GUTTER**

NOT TO SCALE

SAINT PETER STANDARD  
PLATE 7004

**CONCRETE VALLEY GUTTER**

STANDARD DETAIL  
PLATE NO:  
**7004**

APPROVED: ADOPTED BY CITY COUNCIL ON JANUARY 12, 2004

REVISED: REVISION ADOPTED BY CITY COUNCIL ON APRIL 13, 2015

REMARKS:

**SAINT PETER UTILITY STANDARD DETAIL**



**CITY OF SAINT PETER, MINNESOTA**

**RESOLUTION NO. 2016 -**

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

**RESOLUTION APPROVING STANDARD DETAIL #7004 UPDATE**

WHEREAS, the Americans with Disabilities Act (ADA) requirements have been revised and updated; and

WHEREAS, additional language is recommended in Plate #7004 to ensure compliance with the ADA requirements.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SAINT PETER, NICOLLET COUNTY, MINNESOTA, THAT: City Standard plate #7004 "Concrete Valley Gutter" is hereby approved as modified.

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

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Charles Zieman  
Mayor

ATTEST:

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Todd Prafke  
City Administrator

**CITY OF SAINT PETER, MINNESOTA**

**RESOLUTION NO. 2016 -**

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

**RESOLUTION CALLING FOR CLOSED SESSION**

WHEREAS, Minnesota Statutes allow for closed sessions of the Council for discussion of specific issues including union contract negotiations; and

WHEREAS, the City is in negotiations with the International Union of Operating Engineers Local No. 70, (Streets, Parks, and Utilities); and

WHEREAS, the City Administrator recommends a closed session be called to provide information to the City Council on the negotiations.

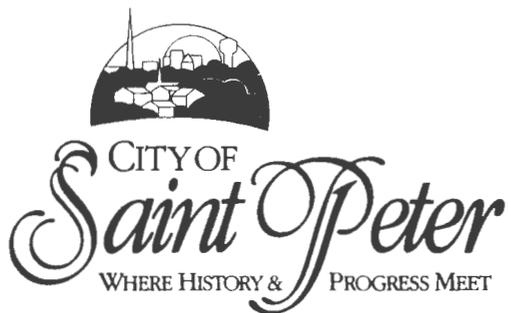
NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SAINT PETER, NICOLLET COUNTY, MINNESOTA, THAT: the City Council will meet in closed session as provided for under Minnesota Statutes for discussion of union contract negotiations with International Union of Operating Engineers Local No. 70 (Streets, Parks, and Utilities).

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

\_\_\_\_\_  
Charles Zieman  
Mayor

ATTEST:

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



## Memorandum

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

**DATE:** 2/19/2016

**FROM:** Todd Prafke  
City Administrator

**RE:** Local 70 Streets Contract

### **ACTION/RECOMMENDATION**

Approve the attached resolution providing for a Collective Bargaining agreement with the International Union of Operating Engineers, Local No. 70, AFL-CIO (Streets) for the 2016 and 2017 years.

### **BACKGROUND**

As the Council is aware, Staff and "Streets" have been in negotiations on a collective bargaining agreement. Council previously discussed the offers and responses as a part of that process in closed session.

The Union has voted to approve a contract with the most significant changes being:

- An increase in wage of 3% across the board in 2016 and 3% in 2017.
- Compression of the wage scales related to Equipment Operators from a 91 month scale to a 67 month scale.
- Modification and update of education requirements within those steps.
- Miscellaneous wage modification in specific job classifications to meet market conditions.
- The addition of language to modify call out pay during snow removal to include a first day call out pay on the second day of the cycle if a first day was not worked.
- Removing the Assistant Forester and Fire Engineer/Maintenance Worked from the operator scale and placing them on the fixed pay grid.
- Removal of the Construction Maintenance Worker for the classified positions in the contract.
- The addition of a mediation process within the grievance procedure steps.
- Technical changes related to dates and typos.

### **FISCAL IMPACT:**

This impact of this agreement is within the budget parameters set for the 2016 budget.

**ALTERNATIVES/VARIATIONS:**

Do not act. Staff will wait for further direction from the Council. A lengthy delay may cause the Union to reconsider its' position.

Negative vote. Staff will wait for further direction. The Union may request arbitration.

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

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

TP/bal

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2016 -

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

**RESOLUTION APPROVING CONTRACT BY AND BETWEEN THE CITY OF SAINT PETER  
AND INTERNATIONAL UNION OF OPERATING ENGINEERS, LOCAL 70, AFL-CIO  
(STREETS) FOR CALENDAR YEARS 2016-2017**

WHEREAS, the City has previously entered into a contract with International Union of Operating Engineers Local 70, AFL-CIO (Streets); and

WHEREAS, the current contract expired on December 31, 2015; and

WHEREAS, staff has entered into negotiations with representatives of Local No. 70; and

WHEREAS, the discussion has reached a proposed settlement; and

WHEREAS, the terms of the contract fall within the budget parameters for the 2016 general fund budget.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SAINT PETER, NICOLLET COUNTY, MINNESOTA, THAT: the contract for years 2016-2017 between the City of Saint Peter and with International Union of Operating Engineers Local 70, AFL-CIO (Streets) is hereby approved.

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

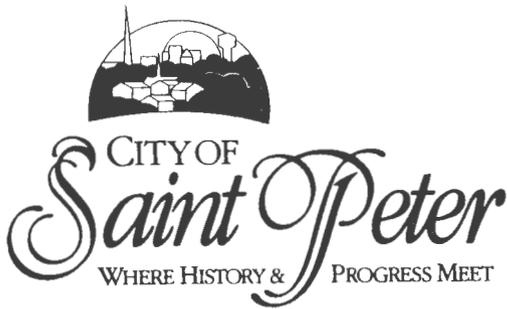
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Charles Zieman  
Mayor

ATTEST:

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Todd Prafke  
City Administrator



## Memorandum

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

**DATE:** 2/19/2016

**FROM:** Todd Prafke  
City Administrator

**RE:** Local 70 Parks Contract

### ACTION/RECOMMENDATION

Approve the attached resolution providing for a Collective Bargaining agreement with the International Union of Operating Engineers, Local No. 70, AFL-CIO (Parks) for the 2016 and 2017 years.

### BACKGROUND

As the Council is aware, Staff and "Parks" have been in negotiations on a collective bargaining agreement. Council previously discussed the offers and responses as a part of that process in closed session.

The Union has voted to approve a contract with the most significant changes being:

- An increase in wage of 3% across the board in 2016 and 3% in 2017.
- Compression of the wage scales related to Construction Maintenance Worker from a 91 month scale to a 67 month scale.
- Wage modification in the Foreman's pay to meet market conditions in the first year of the contract.
- The addition of language modifying call out pay during snow removal to include a first day call out pay on the second day of the cycle if a first day was not worked.
- The addition of a mediation process within the grievance procedure steps.
- Technical changes related to dates and typos.

### FISCAL IMPACT:

This impact of this agreement is within the budget parameters set for the 2016 budget.

### ALTERNATIVES/VARIATIONS:

Do not act. Staff will wait for further direction from the Council. A lengthy delay may cause the Union to reconsider its' position.

Negative vote. Staff will wait for further direction. The Union may request arbitration.

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

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

TP/bal

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2016 -

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

**RESOLUTION APPROVING CONTRACT BY AND BETWEEN THE CITY OF SAINT PETER  
AND INTERNATIONAL UNION OF OPERATING ENGINEERS, LOCAL 70, AFL-CIO  
(PARKS) FOR CALENDAR YEARS 2016-2017**

WHEREAS, the City has previously entered into a contract with International Union of Operating Engineers Local 70, AFL-CIO (Parks); and

WHEREAS, the current contract expired on December 31, 2015; and

WHEREAS, staff has entered into negotiations with representatives of Local No. 70; and

WHEREAS, the discussion has reached a proposed settlement; and

WHEREAS, the terms of the contract fall within the budget parameters for the 2016 general fund budget.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SAINT PETER, NICOLLET COUNTY, MINNESOTA, THAT: the contract for years 2016-2017 between the City of Saint Peter and with International Union of Operating Engineers Local 70, AFL-CIO (Parks) is hereby approved.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 22<sup>th</sup> day of February, 2016.

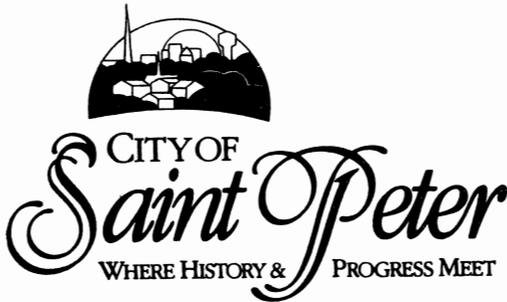
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Charles Zieman  
Mayor

ATTEST:

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Todd Prafke  
City Administrator



## Memorandum

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

**DATE:** 2/19/2016

**FROM:** Todd Prafke  
City Administrator

**RE:** Local 70 Utilities Contract

### **ACTION/RECOMMENDATION**

Approve the attached resolution providing for a Collective Bargaining agreement with the International Union of Operating Engineers, Local No. 70, AFL-CIO (Utilities) for the 2016 and 2017 years.

### **BACKGROUND**

As the Council is aware, Staff and "Utilities" have been in negotiations on a collective bargaining agreement. Council previously discussed the offers and responses as a part of that process in closed session.

The Union has voted to approve a contract with the most significant changes being:

- An increase in wage of 3% across the board in 2016 and 3% in 2017.
- Modification of the steps within the wage scales related to all four sections of Electric, Wastewater, Water and Infrastructure.
- Specific increase in relative pay in the Electric section in both years of the contract.
- Wage modification in specific job classifications within the Electric section to meet market conditions.
- Specific increases in pay to Foreman in first year of contract only.
- Increase in On-Call pay of \$10 per week.
- Reduction in Utility Equipment Operator pay to match similar positions in Streets Union.
- The addition of language modifying call out pay during snow removal to include a first day call out pay on the second day of the cycle if a first day was not worked.
- Removal of Construction Operator from the schedule.
- The addition of a mediation process within the grievance procedure steps.
- Clarification on who determines what is considered catastrophic leave.
- Technical changes related to location of specific job classifications within the contract, dates and typos.

**FISCAL IMPACT:**

This impact of this agreement is within the budget parameters discussed previously by the Council.

**ALTERNATIVES/VARIATIONS:**

Do not act. Staff will wait for further direction from the Council. A lengthy delay may cause the Union to reconsider its' position.

Negative vote. Staff will wait for further direction. The Union may request arbitration.

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

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

TP/bal

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2016 -

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

**RESOLUTION APPROVING CONTRACT BY AND BETWEEN THE CITY OF SAINT PETER  
AND INTERNATIONAL UNION OF OPERATING ENGINEERS, LOCAL 70, AFL-CIO  
(UTILITIES) FOR CALENDAR YEARS 2016-2017**

WHEREAS, the City has previously entered into a contract with International Union of Operating Engineers Local 70, AFL-CIO (Utilities); and

WHEREAS, the current contract expired on December 31, 2015; and

WHEREAS, staff has entered into negotiations with representatives of Local No. 70; and

WHEREAS, the discussion has reached a proposed settlement; and

WHEREAS, the terms of the contract fall within the budget parameters for the 2016 general fund budget.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SAINT PETER, NICOLLET COUNTY, MINNESOTA, THAT: the contract for years 2016-2017 between the City of Saint Peter and with International Union of Operating Engineers Local 70, AFL-CIO (Utilities) is hereby approved.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 22<sup>th</sup> day of February, 2016.

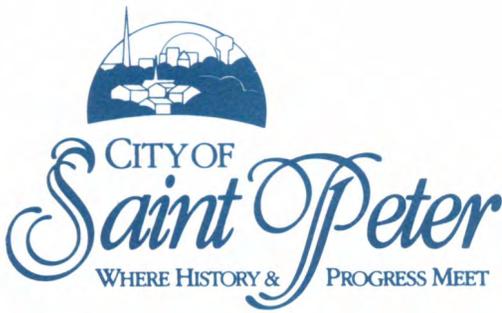
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Charles Zieman  
Mayor

ATTEST:

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Todd Prafke  
City Administrator



## Memorandum

**TO:** Todd Prafke  
City Administrator

**DATE:** 02/19/16

**FROM:** Russ Wille  
Community Development Director

**RE:** EDA – Revolving Loan Status/Performance Update

### **ACTION/RECOMMENDATION**

No action required. For Council information only.

### **BACKGROUND**

As part of Monday evening's Council meeting, I will provide information and data regarding the status and financial performance of the established Revolving Loan Accounts administered by the Economic Development Authority (EDA). The original revolving loan fund goes back decades when it was started with personal donations from members of the Development Corporation. Since that time, the Revolving Loan funds which are maintained and administered by the Economic Development Authority (EDA), have received additional funding through federal disaster funds provided to the City of Saint Peter to be loaned to eligible businesses negatively impacted by Minnesota River flooding and then the 1998 tornado.

As the businesses repaid the loans, the City was allowed to keep the repaid principle and interest and expand the revolving loan program to assist the general business community through issuance of below market-rate loans.

The current liquidity of the revolving loan funds are as follows:

\$1,508,330	On Deposit
<u>\$2,017,426</u>	Loans Principle
\$3,525,756	TOTAL RLF FUNDS

The \$2,017,426 in outstanding principle is composed of 24 individual loans with original principle amounts of between \$5,000 and \$500,000. The vast majority of the loans are current as to the repayment schedule and are expected to be repaid in full as per the established promissory note.

Three EDA loans were satisfied in full in 2015. The first was a loan made to Sweat Equity, LLC to partially finance building improvements at the River Rock Coffee building and the construction of the Sticks n Stones property. The second loan repayment was provided by 4 the Team and was made in anticipation of their relocation to a new location at the southwest corner of the

Minnesota Avenue and Broadway Avenue intersection. Finally, MSLH, LLC repaid its loan which was provided to purchase the real estate assets of the Snyder Dental Office and Hulsebus Chiropractic.

In 2016, there are a total of five EDA loans that are scheduled to be repaid via balloon payment. In review of those loans I would anticipate that four will be successfully closed as per the promissory note. I would anticipate that the fifth loan recipient will ask for another extension of the scheduled balloon payment as per established EDA policy.

This past month, the final Construction Mitigation Micro-Loans were to be paid in full. These loans were made to Highway 169 frontage businesses to assist with cash flow needs during the 2009 downtown improvement project.

A total of 24 Construction Mitigation loans were provided to eligible businesses. The maximum loan amount under this program was capped at \$6,000. A total of approximately \$130,000 in loans were provided as not all accepted the maximum loan amount.

All but two of the Construction Mitigation loans have been paid in full. The loan made to P.J.'s Pizza entered default immediately upon initiation of the repayment period. The business closed. The City pursued and was granted a judgement by the court. In spite of the judgement, it is highly unlikely that the City would receive any compensation.

One other loan remains in repayment status. The loan made to Total Entertainment is being repaid by the borrower on a regular basis. The current balance of this loan is \$2,100 and regular monthly payments are being submitted to repay the note in full.

The revolving loan fund remains sufficiently capitalized. Monthly receivables average approximately \$20,000 in principle and interest payments.

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

RJW