

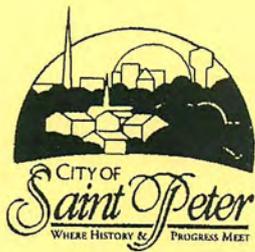
**CITY OF SAINT PETER, MINNESOTA  
AGENDA AND NOTICE OF MEETING**

Regular City Council Meeting of Monday, July 14, 2014  
Community Center Governors' Room - 7:00 p.m.

- I. CALL TO ORDER**
- II. APPROVAL OF AGENDA**
- III. APPROVAL OF MINUTES**
  - 1. June 23, 2014 regular meeting
  - 2. June 30, 2014 special meeting
- IV. VISITORS**
  - A. Scheduling of Visitor Comments on Agenda Items
  - B. General Visitor Comments
    - 1. Veteran's Memorial Committee
    - 2. Others
- V. APPROVAL OF CONSENT AGENDA ITEMS**
- VI. UNFINISHED BUSINESS**

None scheduled
- VII. NEW BUSINESS**
  - A. 2013 Equipment Certificate Purchase
  - B. MS/GS Enterprises Revolving Loan Modification
  - C. Stelter Revolving Loan Applications
  - D. City Assistance Request: The Ride Across Minnesota (TRAM)
  - E. City Assistance Request: Rock Bend Folk Festival
  - F. Public Infrastructure Improvement Acceptance
  - G. Business License Applications
  - H. Unbudgeted Electric Equipment Purchase
- VIII. REPORTS**
  - A. **MAYOR**
  - B. **CITY ADMINISTRATOR**
    - 1. Mosquito Spraying
    - 2. Others
- IX. ADJOURNMENT**

Office of the City Administrator  
Todd Prafke



I. **CALL TO ORDER**

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

II. **APPROVAL OF AGENDA**

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

III. **APPROVAL OF MINUTES**

Copies of the minutes of the June 23, 2014 regular meeting and the June 30, 2014 special meeting are attached for approval. MOTIONS are in order.

IV. **VISITORS**

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

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

B. **General Visitor Comments**

1. **VETERANS MEMORIAL COMMITTEE**

Members of the Veterans Memorial Committee have asked for time to address the Council at this meeting.

2. **OTHERS**

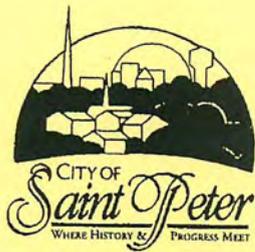
Members of the audience wishing to address the Council concerning items not on the agenda may do so at this time.

V. **APPROVAL OF CONSENT AGENDA ITEMS**

The consent agenda, including approval of the schedule of disbursements for June 19, 2014 through July 9, 2014 are attached. Please see the attached staff reports and RESOLUTION.

VI. **UNFINISHED BUSINESS**

None scheduled.



**VII. NEW BUSINESS**

**A. ADOPTION OF A RESOLUTION APPROVING 2013 EQUIPMENT CERTIFICATE PURCHASE**

The 2013 Equipment Certificate included funding for the replacement of the TASER units utilized by the Police Department. The manufacturer of the current units has indicated the products are no longer supported and must be removed from service and be destroyed. Staff recommends approval be provided for purchase of replacement units to be funded by the equipment certificate. Please see the attached staff report and RESOLUTION.

**B. ADOPTION OF A RESOLUTION APPROVING MODIFICATION TO REVOLVING LOAN PREVIOUSLY PROVIDED FOR MS/GS ENTERPRISES**

The Economic Development Authority recommends approval of a request by MS/GS Enterprises to extend the date of a balloon payment and reduce the interest rate on an existing revolving loan. Please see the attached staff report and RESOLUTION.

**C. ADOPTION OF RESOLUTIONS APPROVING A FAÇADE RENOVATION LOAN AND A CONVENTIONAL REVOLVING LOAN FOR KEITH AND CARRIE STELTER**

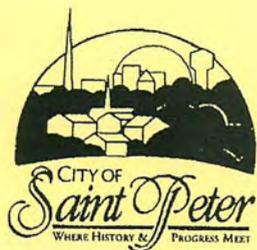
The Economic Development Authority recommends approval of applications for a \$5,000 façade renovation loan and a revolving loan in the amount of \$20,000 for renovation and acquisition of furnishings and fixtures for a new business to be located at 213 South Minnesota Avenue. Please see the attached staff report and RESOLUTION.

**D. ADOPTION OF A RESOLUTION APPROVING CITY ASSISTANCE FOR THE RIDE ACROSS MINNESOTA (TRAM)**

Staff recommends approval of a request for City assistance for the TRAM event in Minnesota Square Park on July 16, 2014. Please see the attached staff report and RESOLUTION.

**E. ADOPTION OF A RESOLUTION APPROVING CITY ASSISTANCE FOR ROCK BEND FOLK FESTIVAL**

Staff recommends approval of a request for City assistance for the Rock Bend Folk Festival in Minnesota Square Park September 6-7, 2014. Please see the attached staff report and RESOLUTION.



**F. ADOPTION OF A RESOLUTION ACCEPTING CONSTRUCTION OF PUBLIC INFRASTRUCTURE (SANITARY SEWER MAIN EXTENSION) IN ORCHARD RIDGE SUBDIVISION**

Following consultation with City staff and after approval from the Minnesota Pollution Control Agency, Drummer Development constructed a sanitary sewer main extension in Orchard Ridge Subdivision. The project has been completed and staff recommends the public improvements be formally accepted by the City. Please see the attached staff report and RESOLUTION.

**G. ADOPTION OF A RESOLUTION APPROVING BUSINESS LICENSE APPLICATIONS**

Staff recommends approval of several business license applications. Please see the attached staff report and RESOLUTION.

**H. ADOPTION OF A RESOLUTION APPROVING UNBUDGETED PURCHASE OF ELECTRIC VAULT SWITCHGEAR EQUIPMENT**

Staff recommends approval of the proposed unbudgeted purchase of electric vault switchgear equipment to be installed at the intersection of North Washington Avenue and Davis Street. The purchase would be made using a previously bid price of \$45,958 from WESCO and would be funded by Electric Fund reserves. Please see the attached staff report and RESOLUTION.

**VIII. REPORTS**

**A. MAYOR**

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

**B. CITY ADMINISTRATOR**

**1. REPORT ON MOSQUITO SPRAYING**

A report will be provided at this time on the City's policy regarding mosquito spraying.

**2. OTHERS**

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

**IX. ADJOURNMENT**

Office of the City Administrator  
Todd Prafke

**CITY OF SAINT PETER, MINNESOTA**

**OFFICIAL PROCEEDINGS**

**MINUTES OF THE CITY COUNCIL MEETING  
JUNE 23, 2014**

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Saint Peter was conducted in the Governors' Room of the Community Center on June 23, 2014.

A quorum present, Mayor Strand called the meeting to order at 7:03 p.m. The following members were present: Councilmembers Grams, Zieman, Kvamme, Brand, Parras, and Mayor Strand. Absent was Councilmember Carlin. The following officials were present: City Administrator Prafke and City Attorney Brandt.

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

**Approval of Minutes** – A motion was made by Kvamme, seconded by Grams, to approve the minutes of the June 9, 2014 regular City Council meeting. With all in favor, the motion carried and the minutes were approved. A complete copy of the minutes of the June 9, 2014 regular City Council meeting is contained in the City Administrator's book entitled Council Proceedings 18.

**Consent Agenda** – In motion by Kvamme, seconded by Brand, Resolution No. 2014-91 entitled "Resolution Approving Consent Agenda" was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2014-91 is contained in the City Administrator's book entitled Council Resolutions 20.

**2013 Audit Acceptance** – Auditor James Eichten of MMKR, the City's audit firm, presented his findings for the City's 2013 audit. Eichten issued a clean, "unmodified" audit that showed no findings. Eichten reported that the financial audits of the Housing Authority (Parkview Manor) and River's Edge Hospital and Clinic, which were completed by different auditing firms, had been incorporated into the City's audit based on their position as component units of the City. Eichten reviewed the General Fund financial report as well as that of the individual enterprise funds and reported the Water fund stands out because of significant debt services. Eichten cautioned the Council to have an "awareness factor" regarding the fund balance in the water fund, to continually monitor the financial health of the fund, and to rely on the information being provided by staff to make decisions. Eichten also distributed an analysis comparing the outstanding debt per capita for the General Fund and the Enterprise funds for the city and state-wide. In motion by Zieman, seconded by Brand, Resolution No. 2014-92 entitled "Resolution Accepting 2013 Financial Statements Together With Independent Auditor's Report", was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2014-92 is contained in the City Administrator's book entitled Council Resolutions 20.

**2014 Equipment Certificate Proposals** – Finance Director O'Connell recommended accepting the proposal for \$345,000 in equipment certificates from Nicollet County Bank (NCB). O'Connell indicated the interest cost from the NCB proposal (\$17,595) was the lowest of the three proposals. In motion by Grams, seconded by Kvamme, Resolution No. 2014-93 entitled "Resolution Awarding The Sale Of \$345,000 General Obligation Equipment Certificates Of

Indebtedness Of 2014; Fixing The Form And Specifications Thereof; And Providing For Their Payment”, was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2014-93 is contained in the City Administrator’s book entitled Council Resolutions 20.

**Request For City Assistance: Fourth of July** – City Administrator Prafke recommended approval be provided for City assistance for the Fourth of July community event organized by the Chamber of Commerce. Prafke reviewed the request and the recommendation for approval. In motion by Zieman, seconded by Brand, Resolution No. 2014-94 entitled “Resolution Authorizing City Assistance For Fourth Of July Event”, was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2014-94 is contained in the City Administrator’s book entitled Council Resolutions 20.

**Request For City Assistance: All School Reunion** – City Administrator Prafke recommended approval be provided for City assistance for the All School Reunion that would occur over the Fourth of July weekend in Saint Peter. In motion by Brand, seconded by Parras, Resolution No. 2014-95 entitled “Resolution Approving Request For City Assistance For All School Reunion”, was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2014-95 is contained in the City Administrator’s book entitled Council Resolutions 20.

**Unbudgeted Copier Purchase** – City Administrator Prafke recommended approval be provided for the unbudgeted purchase of a replacement copier for the Recreation and Leisure Services Department from Metro Sales in the amount of \$7,753. Prafke noted the current copier needed frequent repairs resulting in down time and indicated funding for the unbudgeted purchase was available in the General and Community Center reserve funds. In motion by Grams, seconded by Kvamme, Resolution No. 2014-96 entitled “Resolution Approving Unbudgeted Purchase Of Replacement Copier For Recreation and Leisure Services Department”, was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2014-96 is contained in the City Administrator’s book entitled Council Resolutions 20.

**Land Purchase: 213 West Nassau Street** – City Administrator Prafke and City Attorney Brandt presented the proposed purchase agreement for the property at 213 West Nassau Street in the amount of \$3,000. Prafke noted the purchase agreement contained terms discussed during the recent closed sessions of the Council. In motion by Kvamme, seconded by Zieman, Resolution No. 2014-97 entitled “Resolution Approving Purchase Of Land”, was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2014-97 is contained in the City Administrator’s book entitled Council Resolutions 20.

## **Reports**

**Mayor’s Report** – Mayor Strand reported on his recent activities which included attending a meeting about expansion of Regional Treatment Center services; attending the funeral for long time School District #508 teacher Rosemary Mickelson; and attending the League of Minnesota Cities annual conference.

Councilmembers Grams and Kvamme also provided comments on their attendance at the League of Minnesota Cities conference.

**City/County Meeting Discussion** – City Administrator Prafke reported discussion topics at the June 11th City/County meeting included roads, transportation, stormwater pilot project, the new County building, and ongoing planning issues.

**Highway 169/Old MN Avenue Utility Improvements Project** – Public Works Director Giesking reported no bids had been received for the improvement project at the intersection of Old Minnesota Avenue and St. Julien Street and the project would be restructured into a project that included two proposal sections and two formal bid sections.

**Flood Update** – Public Works Director Giesking and Water Utilities Superintendent Moulton provided an update on flooding issues in Saint Peter and assistance City staff provided to other communities through MNWARN.

**Goal Session** – City Administrator Prafke reminded Councilmembers there would be no workshop on June 30th and the Council would instead meet in a goal session.

There being no further business, a motion was made by Parras, seconded by Brand, to adjourn. With all in favor, the motion carried and the meeting adjourned at 8:45 p.m.

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Timothy Strand  
Mayor

ATTEST:

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Todd Prafke  
City Administrator

CITY OF SAINT PETER, MINNESOTA

OFFICIAL PROCEEDINGS

MINUTES OF THE SPECIAL CITY COUNCIL MEETING  
JUNE 30, 2014

Pursuant to due call and notice thereof, a special meeting of the City Council of the City of Saint Peter was conducted in the Governors' Room of the Community Center on June 30, 2014.

A quorum present, Mayor Strand called the meeting to order at 3:03 p.m. The following members were present: Councilmembers Grams, Kvamme, Brand, Parras, and Mayor Strand. Absent were Councilmembers Zieman and Carlin. The following officials were present: City Administrator Prafke and City Engineer Domras.

**Acceptance Of Proposals: St. Julien Avenue Utility Project** – City Administrator Prafke recommended acceptance of the lowest submitted proposals from Chard Tiling and Excavating for Phase 1 in the amount of \$33,760 and Phase 2 in the amount of \$57,115.25 for the St. Julien Avenue Utility Project. Prafke noted the project had originally been bid as part of the much larger Highway 169/Old MN Avenue Utility Improvements Project, but no bids were received for the larger project and staff had redesigned the project to be in smaller segments that would allow additional contractors to consider the work and still stay ahead of the work the Minnesota Department of Transportation (MnDOT) was doing on the Highway 169 project. Prafke reported that accepting the proposals would eliminate the need for the City to re-do a portion of the roadway work on West St. Julien Street after MnDOT completed their work. Water Utilities Superintendent Moulton indicated a portion of each Phase would be completed by City staff including bypass pumping, traffic control and coordination with the MnDOT project contractor.

Councilmember Zieman arrived at 3:11 p.m.

Councilmember Parras asked if the project was related in any way to construction of a roundabout at the St. Julien/Old Minnesota Avenue intersection. Prafke responded that the work was only related to the MnDOT Highway 169 project and the need to change the elevation of the sanitary sewer in the area.

In motion by Grams, seconded by Brand, Resolution No. 2014-98 entitled "Resolution Accepting Proposals For Old Minnesota Avenue/West St. Julien Street Sanitary Sewer Phase 1 And Phase 2 Project" was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2014-98 is contained in the City Administrator's book entitled Council Resolutions 20.

There being no further business, a motion was made by Parras, seconded by Brand, to adjourn. With all in favor, the motion carried and the meeting adjourned at 3:20 p.m.

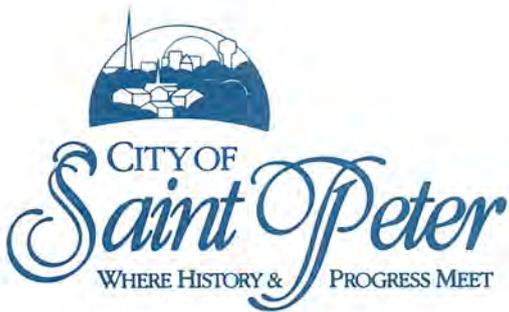
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Timothy Strand  
Mayor

ATTEST:

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Todd Prafke  
City Administrator



## Memorandum

To: Todd Prafke  
City Administrator

Date: July 11, 2014

Fr: Cindy Moulton *Cindy*  
Administrative Secretary

Re: Temporary Licenses

### ACTION/RECOMMENDATION

Provide approval of temporary licenses.

### BACKGROUND

Several events have taken place since the last City Council meeting or will be taking place in Saint Peter. City Administrator Todd Prafke has approved the following temporary license applications contingent upon City Council approval; Doc E's BBQ, Somali Community Org., Inc., St. Peter All School Reunion.

The St. Peter Chamber of Commerce has applied for a Temporary Beer and Temporary Soft Drink license in order to sell these beverages in Minnesota Square on July 16, 2014. The TRAM will be making its way to St. Peter on Wednesday and the Chamber would like to provide these options for the bikers.

Please place these items on the July 14, 2014 City Council consent agenda.

### FISCAL IMPACT:

None other than receipt of the permit fee.

### ALTERNATIVES/VARIATIONS:

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

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

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

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

CKM

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
ADOLPH KIEFER AND ASSOCIATES	rescue tube,umbrella	GENERAL FUND	SWIMMING POOL	80.51
			TOTAL:	80.51
ALPHA WIRELESS COMMUNICATIONS CO	4 battery packs	GENERAL FUND	FIRE	59.20
			TOTAL:	59.20
AMERICAN PUBLIC POWER ASSOCIATION	appa dues for 2014	ELECTRIC FUND	ADMIN AND GENERAL	5,456.85
			TOTAL:	5,456.85
AUDIO EDITIONS	new adult audio	LIBRARY FUND	LIBRARY	163.58
			TOTAL:	163.58
B & L UTILITY MAINTENANCE, LLC	rework cement poles	ELECTRIC FUND	POWER DISTRIBUTION	800.00
			TOTAL:	800.00
BACHMAN'S, INC.	champlain rose	ENVIRON SERVICES F	REFUSE DISPOSAL	173.88
			TOTAL:	173.88
BARNES & NOBLE INC	summer reading materials	LIBRARY FUND	LIBRARY	95.20
			TOTAL:	95.20
BATTERIES PLUS	#75 storm pump battery	STORMWATER FUND	COLLECTIONS/LIFT STATI	15.95
			TOTAL:	15.95
BINFORD & ASSOCIATES, INC.	painting primer	WATER	DISTRIBUTION AND STORA	286.54
			TOTAL:	286.54
BOBCAT OF MANKATO	#614 filters	GENERAL FUND	PARKS	101.06
	#614 blades	GENERAL FUND	PARKS	44.43
	hustler tractor w/cab	2014 EQUIPMENT CER	PARKS	35,220.00
			TOTAL:	35,365.49
BOLTON & MENK INC	staff mtgs	GENERAL FUND	STREETS	150.00
	msa	GENERAL FUND	STREETS	240.00
	std detail council apprvl	GENERAL FUND	STREETS	56.88
	2014 crack seal map	GENERAL FUND	STREETS	260.00
	staff mtgs	GENERAL FUND	PARKS	120.00
	std detail council apprvl	GENERAL FUND	PARKS	45.50
	ramsey park mods	GENERAL FUND	PARKS	520.00
	4/12-5/9/14	PERM IMPROVMENT RE	STREETS	26,728.00
	th169 4/12-5/9	PERM IMPROVMENT RE	STREETS	942.00
	old mn/st julien4/12-5/9	PERM IMPROVMENT RE	STREETS	18,593.17
	n3rd 4/12-5/9	2013B TIF #1-18 N	ECONOMIC DEVELOPMENT	880.00
	n 4th vacation	WATER	CAPITAL-WATER DISTRIBU	130.00
	staff mtgs	WATER	ADMIN AND GENERAL	60.00
	std detail council apprvl	WATER	ADMIN AND GENERAL	22.75
	green valley	WATER	ADMIN AND GENERAL	907.50
	n 4th vacation	WASTE WATER FUND	CAPITAL-COLLECTOR SYST	130.00
	staff mtgs	WASTE WATER FUND	ADMIN AND GENERAL	60.00
	std detail council apprvl	WASTE WATER FUND	ADMIN AND GENERAL	22.75
	lk jeff san sewer	WASTE WATER FUND	ADMIN AND GENERAL	130.00
	staff mtgs	ENVIRON SERVICES F	ADMIN AND GENERAL	60.00
	std detail council apprvl	ENVIRON SERVICES F	ADMIN AND GENERAL	22.74
	staff mtgs	ELECTRIC FUND	ADMIN AND GENERAL	150.00
	std detail council apprvl	ELECTRIC FUND	ADMIN AND GENERAL	56.88
	br st bsn4/12-5/9	STORMWATER FUND	CAPITAL-COLL SYS/LIFT	1,773.00

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	n 4th vacation	STORMWATER FUND	CAPITAL-COLL SYS/LIFT	130.00
			TOTAL:	52,191.17
BRANDT LAW OFFICE	civil	GENERAL FUND	LEGAL SERVICES	2,295.00
	criminal	GENERAL FUND	LEGAL SERVICES	9,696.50
	jari	TORNADO DISASTER R	ECONOMIC DEVMT	116.00
	roundabout	PERM IMPROVMENT RE	STREETS	1,870.50
	green valley	WATER	ADMIN AND GENERAL	609.00
			TOTAL:	14,587.00
BRANDT LAW OFFICE TRUST	213 w nassau property	GENERAL FUND	ECONOMIC DEVMT	3,042.61
			TOTAL:	3,042.61
BUREAU OF CRIMINAL APPREHENSION	cdjn connect	GENERAL FUND	POLICE	270.00
			TOTAL:	270.00
C & S SUPPLY CO INC	wader suspenders	GENERAL FUND	PARKS	16.95
	boots grant g	WATER	ADMIN AND GENERAL	149.95
	boots reed b,clothing john	WASTE WATER FUND	ADMIN AND GENERAL	171.74
	dan k clothing	ENVIRON SERVICES F	ADMIN AND GENERAL	51.98
			TOTAL:	390.62
CENTERPOINT ENERGY MINNEGASCO	gas june '14	GENERAL FUND	FIRE	61.79
	gas june '14	GENERAL FUND	STREETS	45.12
	gas june '14	GENERAL FUND	SWIMMING POOL	1,432.46
	gas june '14	GENERAL FUND	PARKS	36.09
	gas june '14	LIBRARY FUND	LIBRARY	593.68
	gas june '14	COMMUNITY CENTER	COMMUNITY CENTER	1,415.15
	gas june '14	WATER	PURIFICATION AND TREAT	162.85
	gas june '14	WATER	PURIFICATION AND TREAT	33.41
	gas june '14	WATER	ADMIN AND GENERAL	18.05
	gas june '14	WASTE WATER FUND	COLLECTOR/LIFT STAT	12.59
	gas june '14	WASTE WATER FUND	SOURCE/TREATMENT	738.42
	gas june '14	WASTE WATER FUND	ADMIN AND GENERAL	18.05
	gas june '14	ENVIRON SERVICES F	ADMIN AND GENERAL	18.04
	gas june '14	ELECTRIC FUND	ADMIN AND GENERAL	45.12
			TOTAL:	4,630.82
CHEMSEARCH	spill guard cut thru aeros	GENERAL FUND	STREETS	57.56
	spill guard cut thru aeros	GENERAL FUND	PARKS	57.56
	spill guard cut thru aeros	WATER	DISTRIBUTION AND STORA	28.78
	spill guard cut thru aeros	WASTE WATER FUND	SOURCE/TREATMENT	28.78
	spill guard cut thru aeros	ENVIRON SERVICES F	REFUSE DISPOSAL	28.78
	spill guard cut thru aeros	ELECTRIC FUND	POWER DISTRIBUTION	57.56
	spill guard cut thru aeros	STORMWATER FUND	TREATMENT	28.78
			TOTAL:	287.80
CINTAS FIRST AID & SAFETY	first aid cabinet	GENERAL FUND	STREETS	7.42
	first aid cabinet	GENERAL FUND	PARKS	5.94
	first aid cabinet	WATER	ADMIN AND GENERAL	2.97
	first aid cabinet	WASTE WATER FUND	ADMIN AND GENERAL	2.97
	first aid cabinet	ENVIRON SERVICES F	ADMIN AND GENERAL	2.97
	first aid cabinet	ELECTRIC FUND	ADMIN AND GENERAL	7.42
			TOTAL:	29.69
COLE PAPERS INC	towels,tt,cleaner,bags	GENERAL FUND	STREETS	99.40

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	mop handle,micro cloths	GENERAL FUND	STREETS	26.26
	product not delivered refu	GENERAL FUND	STREETS	12.97-
	insect lotion	GENERAL FUND	STREETS	40.23
	towels,tt,cleaner,bags	GENERAL FUND	PARKS	99.40
	mop handle,micro cloths	GENERAL FUND	PARKS	26.26
	product not delivered refu	GENERAL FUND	PARKS	12.97-
	insect lotion	GENERAL FUND	PARKS	40.23
	wrong product refund	COMMUNITY CENTER	COMMUNITY CENTER	655.50-
	bags	COMMUNITY CENTER	COMMUNITY CENTER	105.21
	towels,tt,cleaner,bags	WATER	DISTRIBUTION AND STORA	49.70
	mop handle,micro cloths	WATER	DISTRIBUTION AND STORA	13.13
	product not delivered refu	WATER	DISTRIBUTION AND STORA	6.49-
	insect lotion	WATER	DISTRIBUTION AND STORA	20.12
	towels,tt,cleaner,bags	WASTE WATER FUND	SOURCE/TREATMENT	49.70
	mop handle,micro cloths	WASTE WATER FUND	SOURCE/TREATMENT	13.13
	product not delivered refu	WASTE WATER FUND	SOURCE/TREATMENT	6.49-
	insect lotion	WASTE WATER FUND	SOURCE/TREATMENT	20.12
	towels,tt,cleaner,bags	ENVIRON SERVICES F	REFUSE DISPOSAL	49.70
	mop handle,micro cloths	ENVIRON SERVICES F	REFUSE DISPOSAL	13.13
	product not delivered refu	ENVIRON SERVICES F	REFUSE DISPOSAL	6.49-
	insect lotion	ENVIRON SERVICES F	REFUSE DISPOSAL	20.12
	towels,tt,cleaner,bags	ELECTRIC FUND	POWER DISTRIBUTION	99.40
	mop handle,micro cloths	ELECTRIC FUND	POWER DISTRIBUTION	26.26
	product not delivered refu	ELECTRIC FUND	POWER DISTRIBUTION	12.97-
	insect lotion	ELECTRIC FUND	POWER DISTRIBUTION	40.23
	towels,tt,cleaner,bags	STORMWATER FUND	TREATMENT	49.71
	mop handle,micro cloths	STORMWATER FUND	TREATMENT	13.15
	product not delivered refu	STORMWATER FUND	TREATMENT	6.47-
	insect lotion	STORMWATER FUND	TREATMENT	20.11
			TOTAL:	214.35
COMMISSIONER OF TRANSPORTATION	hwy 99 jake brake sign	GENERAL FUND	STREETS	756.40
			TOTAL:	756.40
COMPLIANCE SERVICES	compliance stack testing (	ELECTRIC FUND	POWER PRODUCTION	15,300.00
			TOTAL:	15,300.00
COMPUTER TECHNOLOGY SOLUTIONS, INC.	3 computers	LIBRARY FUND	LIBRARY	1,800.00
	replace failing switches	COMMUNITY CENTER	COMMUNITY CENTER	1,415.00
	transciever	COMMUNITY CENTER	COMMUNITY CENTER	430.00
	3 switches	COMMUNITY CENTER	COMMUNITY CENTER	366.00
			TOTAL:	4,011.00
COPIER BUSINESS SOLUTIONS	copier contract 7/1-9/30	GENERAL FUND	STREETS	32.79
	contract overage 5/10-6/9	GENERAL FUND	RECREATION/LEISURE SER	108.35
	copier contract 7/1-9/30	GENERAL FUND	PARKS	26.23
	contract overage 5/10-6/9	COMMUNITY CENTER	COMMUNITY CENTER	108.36
	copier contract 7/1-9/30	WATER	ADMIN AND GENERAL	13.11
	copier contract 7/1-9/30	WASTE WATER FUND	ADMIN AND GENERAL	13.11
	copier contract 7/1-9/30	ENVIRON SERVICES F	ADMIN AND GENERAL	13.11
	copier contract 7/1-9/30	ELECTRIC FUND	ADMIN AND GENERAL	32.79
			TOTAL:	347.85
COURT SPORTS AND MORE	jacob y clothing allowance	STORMWATER FUND	ADMINISTRATION AND GEN	72.00
			TOTAL:	72.00

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
CREDIT RIVER TOOLS	long punch set&bearing pun	GENERAL FUND	STREETS	43.10
	long punch set&bearing pun	GENERAL FUND	PARKS	43.10
	long punch set&bearing pun	WATER	DISTRIBUTION AND STORA	21.55
	long punch set&bearing pun	WASTE WATER FUND	SOURCE/TREATMENT	21.55
	long punch set&bearing pun	ENVIRON SERVICES F	REFUSE DISPOSAL	21.55
	long punch set&bearing pun	ELECTRIC FUND	POWER DISTRIBUTION	43.10
	long punch set&bearing pun	STORMWATER FUND	TREATMENT	21.55
		TOTAL:		
CROP PRODUCTION SERVICES	round up weather max	GENERAL FUND	STREETS	596.39
	round up weather max	GENERAL FUND	PARKS	198.75
	turf maint	WATER	DISTRIBUTION AND STORA	48.65
	turf maint	WASTE WATER FUND	COLLECTOR/LIFT STAT	48.65
	chemicals	STORMWATER FUND	TREATMENT	80.52
	turf maint	STORMWATER FUND	TREATMENT	48.64
		TOTAL:		
CRYSTAL LAWN, INC	9 v battery & start up	GENERAL FUND	STREETS	23.29
	gault start up & repairs	GENERAL FUND	PARKS	294.63
	jefferson start up	GENERAL FUND	PARKS	160.43
	9 v battery & start up	GENERAL FUND	PARKS	18.63
	jefferson start up & repai	PROPERTY INSURANCE	INSURANCE-UNALLOCATED	758.18
	9 v battery & start up	WATER	ADMIN AND GENERAL	9.32
	9 v battery & start up	WASTE WATER FUND	ADMIN AND GENERAL	9.32
	9 v battery & start up	ENVIRON SERVICES F	ADMIN AND GENERAL	9.32
	9 v battery & start up	ELECTRIC FUND	ADMIN AND GENERAL	23.29
		TOTAL:		
JASON DAHL	jason d clothing allowance	WASTE WATER FUND	ADMIN AND GENERAL	77.12
			TOTAL:	77.12
DAKOTA COUNTY TECHNICAL COLLEGE	(4) pursuit refresher clas	GENERAL FUND	POLICE	900.00
			TOTAL:	900.00
DAKOTA SUPPLY GROUP	100w encoder remote	WATER	DISTRIBUTION AND STORA	89.26
			TOTAL:	89.26
DAVIS EQUIPMENT CORPORATION	#909 blades	STORMWATER FUND	TREATMENT	156.37
			TOTAL:	156.37
DEMCO, INC.	processing supplies	LIBRARY FUND	LIBRARY	306.22
			TOTAL:	306.22
DGR ENGINEERING	5/31 distribution design	ELECTRIC FUND	CAPITAL-DISTRIBUTION S	1,162.00
	5/31brdwy const&final	ELECTRIC FUND	CAPITAL-DISTRIBUTION S	355.00
	5/31 map updates	ELECTRIC FUND	POWER DISTRIBUTION	1,120.00
			TOTAL:	2,637.00
DH ATHLETICS LLC	white chalk	GENERAL FUND	PARKS	266.16
			TOTAL:	266.16
DISPLAY SALES COMPANY	flags & poles	GENERAL FUND	PARKS	249.00
			TOTAL:	249.00
DOUGLAS-KERR UNDERGROUND, LLC	n 3rd st improvements	2013B TIF #1-18 N	ECONOMIC DEVELOPMENT	88,658.32
			TOTAL:	88,658.32

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
EARL F ANDERSEN INC	9" name plates	GENERAL FUND	STREETS	1,200.22
	plugs,posts	WATER	PURIFICATION AND TREAT	249.79
	plugs,posts	WASTE WATER FUND	COLLECTOR/LIFT STAT	352.88
			TOTAL:	1,802.89
ELECTION SYSTEMS & SOFTWARE, INC	election equipment softwar	GENERAL FUND	ELECTIONS	726.64
			TOTAL:	726.64
EMERGENCY APPARATUS MAINT.	pump test #11	GENERAL FUND	FIRE	286.00
	pump test #12	GENERAL FUND	FIRE	286.00
	pump test #506	GENERAL FUND	FIRE	286.00
	pump test #505	GENERAL FUND	FIRE	286.00
			TOTAL:	1,144.00
EMERGENCY RESPONSE SOLUTIONS	scba kit&accessories	GENERAL FUND	FIRE	1,082.73
	receiver assy	GENERAL FUND	FIRE	260.54
	(5) 6" f27	GENERAL FUND	FIRE	225.91
	msa alt4 and accessories	RESTRICTED CONTRIB	FIRE	2,302.81
			TOTAL:	3,871.99
ENDRES WINDOW CLEANING INC	window cleaning	LIBRARY FUND	LIBRARY	694.00
	window cleaning	COMMUNITY CENTER	COMMUNITY CENTER	888.00
			TOTAL:	1,582.00
ENVIRONMENTAL TOXICITY CONTROL, INC.	acute toxicity test	WASTE WATER FUND	SOURCE/TREATMENT	775.00
			TOTAL:	775.00
FASTENAL COMPANY	eyewash station solution	GENERAL FUND	STREETS	27.17
	batteries	GENERAL FUND	STREETS	46.44
	silicone	GENERAL FUND	STREETS	7.79
	pool cable ties	GENERAL FUND	SWIMMING POOL	14.58
	gault anchors for bleacher	GENERAL FUND	PARKS	6.96
	eyewash station solution	GENERAL FUND	PARKS	21.73
	batteries	GENERAL FUND	PARKS	46.44
	silicone	GENERAL FUND	PARKS	7.79
	10' chain hoist	WATER	PURIFICATION AND TREAT	137.59
	batteries	WATER	DISTRIBUTION AND STORA	23.22
	silicone	WATER	DISTRIBUTION AND STORA	3.89
	eyewash station solution	WATER	ADMIN AND GENERAL	10.87
	ss hex screws	WASTE WATER FUND	SOURCE/TREATMENT	8.46
	lock nuts,cap screws	WASTE WATER FUND	SOURCE/TREATMENT	12.74
	batteries	WASTE WATER FUND	SOURCE/TREATMENT	23.22
	silicone	WASTE WATER FUND	SOURCE/TREATMENT	3.89
	eyewash station solution	WASTE WATER FUND	ADMIN AND GENERAL	10.87
	batteries	ENVIRON SERVICES F	REFUSE DISPOSAL	23.22
	silicone	ENVIRON SERVICES F	REFUSE DISPOSAL	3.89
	eyewash station solution	ENVIRON SERVICES F	ADMIN AND GENERAL	10.86
	recip blade	ELECTRIC FUND	POWER DISTRIBUTION	25.25
	batteries	ELECTRIC FUND	POWER DISTRIBUTION	46.44
	silicone	ELECTRIC FUND	POWER DISTRIBUTION	7.79
	eyewash station solution	ELECTRIC FUND	ADMIN AND GENERAL	27.17
	#709snapper pin	STORMWATER FUND	TREATMENT	30.06
	batteries	STORMWATER FUND	TREATMENT	23.20
	silicone	STORMWATER FUND	TREATMENT	3.89
			TOTAL:	615.42

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
FERGUSON WATERWORKS #2516	u branch	WATER	NON-DEPARTMENTAL	390.00
			TOTAL:	390.00
FROZEN YOGURT CREATIONS	pool concessions	GENERAL FUND	SWIMMING POOL	125.00
			TOTAL:	125.00
GENERATIONS PHOTOGRAPHY & VINYL CREATI	signs & decals	GENERAL FUND	SWIMMING POOL	100.00
	logo & numbers	STORMWATER FUND	TREATMENT	25.00
			TOTAL:	125.00
GENESIS	june fuel	GENERAL FUND	FIRE	248.94
	june fuel	GENERAL FUND	STREETS	3,221.73
	june fuel	GENERAL FUND	PARKS	1,934.21
	june fuel	WATER	SOURCE OF SUPPLY	548.95
	june fuel	WATER	PURIFICATION AND TREAT	1,663.32
	june fuel	WATER	DISTRIBUTION AND STORA	397.18
	june fuel	WATER	DISTRIBUTION AND STORA	691.30
	june fuel	WASTE WATER FUND	COLLECTOR/LIFT STAT	548.95
	june fuel	WASTE WATER FUND	COLLECTOR/LIFT STAT	791.70
	june fuel	ENVIRON SERVICES F	REFUSE DISPOSAL	910.15
	june fuel	ELECTRIC FUND	POWER DISTRIBUTION	3,442.25
	june fuel	ELECTRIC FUND	POWER DISTRIBUTION	651.54
	june fuel	STORMWATER FUND	TREATMENT	359.98
	june fuel	TRANSIT	TRANSIT/TRANSPORTATION	421.59
			TOTAL:	15,831.79
LEWIS GIESKING	mileage 6/1-6/30/14	GENERAL FUND	STREETS	11.59
	mileage 6/1-6/30/14	GENERAL FUND	PARKS	9.27
	mileage 6/1-6/30/14	WATER	ADMIN AND GENERAL	4.64
	mileage 6/1-6/30/14	WATER	ADMIN AND GENERAL	1.90
	mileage 6/1-6/30/14	WASTE WATER FUND	ADMIN AND GENERAL	4.64
	mileage 6/1-6/30/14	ENVIRON SERVICES F	ADMIN AND GENERAL	4.63
	mileage 6/1-6/30/14	ENVIRON SERVICES F	ADMIN AND GENERAL	5.84
	mileage 6/1-6/30/14	ELECTRIC FUND	ADMIN AND GENERAL	11.59
	smmpa mtg	ELECTRIC FUND	ADMIN AND GENERAL	139.16
	certified mail	ELECTRIC FUND	ADMIN AND GENERAL	19.04
			TOTAL:	212.30
ANGELA GLASSEL	4/22-7/3/14 mileage	GENERAL FUND	PUBLIC WORKS ADMIN	26.54
			TOTAL:	26.54
GOODTIMES MANUFACTURING	hallwn fun run design crea	RESTRICTED CONTRIB	RECREATION/LEISURE SER	450.00
			TOTAL:	450.00
GOPHER STATE ONE-CALL INC	june 2014 locates	WATER	DISTRIBUTION AND STORA	135.78
	june 2014 locates	WASTE WATER FUND	COLLECTOR/LIFT STAT	135.78
	june 2014 locates	ELECTRIC FUND	POWER DISTRIBUTION	135.79
			TOTAL:	407.35
GUSTAVUS ADOLPHUS COLLEGE	mar,apr,may work study	GENERAL FUND	RECREATION/LEISURE SER	495.62
	mar,apr,may work study	LIBRARY FUND	LIBRARY	137.78
			TOTAL:	633.40
HAWKINS, INC.	azone15,chlorine tab,bleac	GENERAL FUND	SWIMMING POOL	2,046.01
	algaecide	GENERAL FUND	SWIMMING POOL	365.86
	azone 15,chlorine tablets	GENERAL FUND	SWIMMING POOL	913.43

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	azone15,sodium hydro	WATER	PURIFICATION AND TREAT	1,852.95
	azone,chlorine,sod hydrox	WATER	PURIFICATION AND TREAT	1,726.87
	aqua hawk	WASTE WATER FUND	BIOSOLIDS	5,281.55
			TOTAL:	12,186.67
HD SUPPLY WATERWORKS, LTD.	1"copper tubing	WATER	NON-DEPARTMENTAL	3,726.00
			TOTAL:	3,726.00
HIGH VOLTAGE SERVICE	trans oil analysis	ELECTRIC FUND	POWER DISTRIBUTION	800.00
			TOTAL:	800.00
HOLIDAY COMMERCIAL	june fuel	GENERAL FUND	POLICE	389.50
	june fuel	GENERAL FUND	BUILDING INSPECTOR	102.64
	june fuel	GENERAL FUND	PUBLIC WORKS ADMIN	92.30
	june fuel	GENERAL FUND	STREETS	121.88
	june fuel	GENERAL FUND	PARKS	799.75
	june fuel	WATER	SOURCE OF SUPPLY	38.26
	june fuel	WATER	PURIFICATION AND TREAT	57.40
	june fuel	WATER	DISTRIBUTION AND STORA	286.98
	june fuel	WATER	CUSTOMER ACCOUNTS	42.03
	ice	WASTE WATER FUND	COLLECTOR/LIFT STAT	7.00
	june fuel	WASTE WATER FUND	COLLECTOR/LIFT STAT	636.87
	june fuel	WASTE WATER FUND	CUSTOMER ACCOUNTS	42.03
	june fuel	ENVIRON SERVICES F	REFUSE DISPOSAL	326.78
	ice	ELECTRIC FUND	POWER DISTRIBUTION	2.29
	june fuel	ELECTRIC FUND	POWER DISTRIBUTION	478.52
	june fuel	ELECTRIC FUND	CUSTOMER ACCOUNTS	42.04
	june fuel	STORMWATER FUND	TREATMENT	527.45
			TOTAL:	3,993.72
INGRAM BOOK COMPANY	returned items	LIBRARY FUND	LIBRARY	23.77-
	new library materials	LIBRARY FUND	LIBRARY	361.87
			TOTAL:	338.10
INT'L INSTITUTE OF MUNICIPAL CLERKS	membership renewal	GENERAL FUND	CITY ADMINISTRATION	145.00
			TOTAL:	145.00
JAVENS MECHANICAL CONTRACTING CO.	replaced gas solenoid valv	WATER	PURIFICATION AND TREAT	763.33
	rpz's	WATER	DISTRIBUTION AND STORA	208.95
			TOTAL:	972.28
KATO GLASS INC	tinting	GENERAL FUND	POLICE	230.65
			TOTAL:	230.65
MARK KREYKES	jordan class per diem	GENERAL FUND	FIRE	70.00
			TOTAL:	70.00
KUSTOM SIGNALS INC	cigar plug	GENERAL FUND	POLICE	16.40
			TOTAL:	16.40
KWIK TRIP INC	june fuel	GENERAL FUND	POLICE	2,064.27
	june fuel	GENERAL FUND	FIRE	28.26
	june fuel	GENERAL FUND	BUILDING INSPECTOR	91.16
	june fuel	GENERAL FUND	STREETS	164.89
	june fuel	GENERAL FUND	PARKS	236.55
	june fuel	WATER	DISTRIBUTION AND STORA	3.54

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	june fuel	TRANSIT	TRANSIT/TRANSPORTATION	<u>2,831.19</u>
			TOTAL:	5,419.86
LAGER'S INC	cooling system repairs	GENERAL FUND	POLICE	180.38
	2014 durango	2014 EQUIPMENT CER	POLICE	<u>30,365.75</u>
			TOTAL:	30,546.13
LARKSTUR ENGINEERING & SUPPLY, INC.	408c slot cutr hyd hose&en	GENERAL FUND	STREETS	<u>605.98</u>
			TOTAL:	605.98
LEAGUE OF MINNESOTA CITIES	john k conf	GENERAL FUND	MAYOR & COUNCIL	<u>100.00</u>
			TOTAL:	100.00
LJP ENTERPRISES INC	furniture pick up	ENVIRON SERVICES F	NON-DEPARTMENTAL	1,110.00
	may refuse pick up, dispos	ENVIRON SERVICES F	REFUSE DISPOSAL	<u>18,834.00</u>
			TOTAL:	19,944.00
LOCATORS & SUPPLIES, INC.	t-shirts,rainwear,vests	GENERAL FUND	STREETS	28.78
	t-shirts,rainwear,vests	GENERAL FUND	PARKS	23.02
	t-shirts,rainwear,vests	WATER	ADMIN AND GENERAL	11.51
	t-shirts,rainwear,vests	WASTE WATER FUND	ADMIN AND GENERAL	11.51
	t-shirts,rainwear,vests	WASTE WATER FUND	ADMIN AND GENERAL	115.09
	t-shirts,rainwear,vests	ENVIRON SERVICES F	ADMIN AND GENERAL	11.50
	t-shirts,rainwear,vests	ELECTRIC FUND	ADMIN AND GENERAL	28.78
	t-shirts,rainwear,vests	ELECTRIC FUND	ADMIN AND GENERAL	<u>29.98</u>
			TOTAL:	260.17
LOWE'S	hvy duty b,radios,base	GENERAL FUND	SWIMMING POOL	<u>144.30</u>
			TOTAL:	144.30
MALLOY MONTAGUE KARNOWSKI RADOSEVICH	2013 audit	GENERAL FUND	FINANCE	4,250.00
	2013 audit	WATER	ADMIN AND GENERAL	1,062.50
	2013 audit	WASTE WATER FUND	ADMIN AND GENERAL	1,062.50
	2013 audit	ENVIRON SERVICES F	ADMIN AND GENERAL	1,062.50
	2013 audit	ELECTRIC FUND	ADMIN AND GENERAL	<u>1,062.50</u>
			TOTAL:	8,500.00
MANTEK	grease	GENERAL FUND	STREETS	65.21
	hyd oil	GENERAL FUND	STREETS	183.26
	oil analysis kits	GENERAL FUND	STREETS	11.10
	grease	GENERAL FUND	PARKS	65.21
	hyd oil	GENERAL FUND	PARKS	183.26
	oil analysis kits	GENERAL FUND	PARKS	11.10
	grease	WATER	DISTRIBUTION AND STORA	32.61
	hyd oil	WATER	DISTRIBUTION AND STORA	91.63
	oil analysis kits	WATER	DISTRIBUTION AND STORA	5.55
	grease	WASTE WATER FUND	SOURCE/TREATMENT	32.61
	hyd oil	WASTE WATER FUND	SOURCE/TREATMENT	91.63
	oil analysis kits	WASTE WATER FUND	SOURCE/TREATMENT	5.55
	grease	ENVIRON SERVICES F	REFUSE DISPOSAL	32.61
	hyd oil	ENVIRON SERVICES F	REFUSE DISPOSAL	91.63
	oil analysis kits	ENVIRON SERVICES F	REFUSE DISPOSAL	5.55
	grease	ELECTRIC FUND	POWER DISTRIBUTION	65.21
	hyd oil	ELECTRIC FUND	POWER DISTRIBUTION	183.26
	oil analysis kits	ELECTRIC FUND	POWER DISTRIBUTION	11.10
	grease	STORMWATER FUND	TREATMENT	32.59

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	hyd oil	STORMWATER FUND	TREATMENT	91.63
	oil analysis kits	STORMWATER FUND	TREATMENT	5.56
			TOTAL:	1,297.86
MARCO, INC.	5/23-6/22 contract	GENERAL FUND	CITY ADMINISTRATION	16.93
	5/23-6/22 contract	GENERAL FUND	CITY CLERK	16.93
	5/23-6/22 contract	GENERAL FUND	FINANCE	11.29
	5/23-6/22 contract	GENERAL FUND	POLICE	9.03
	5/23-6/22 contract	GENERAL FUND	BUILDING INSPECTOR	4.52
	5/23-6/22 contract	GENERAL FUND	PUBLIC WORKS ADMIN	2.26
	5/23-6/22 contract	GENERAL FUND	ECONOMIC DEVT	1.13
	5/23-6/22 contract	WATER	ADMIN AND GENERAL	10.16
	5/23-6/22 contract	WASTE WATER FUND	ADMIN AND GENERAL	10.15
	5/23-6/22 contract	ELECTRIC FUND	ADMIN AND GENERAL	30.48
			TOTAL:	112.88
MATHESON TRI-GAS INC	welding nozzle&shield	GENERAL FUND	STREETS	13.34
	sign truck cylinder rental	GENERAL FUND	STREETS	90.65
	welding nozzle&shield	GENERAL FUND	PARKS	13.34
	welding nozzle&shield	WATER	DISTRIBUTION AND STORA	6.67
	welding nozzle&shield	WASTE WATER FUND	SOURCE/TREATMENT	6.67
	welding nozzle&shield	ENVIRON SERVICES F	REFUSE DISPOSAL	6.67
	welding nozzle&shield	ELECTRIC FUND	POWER DISTRIBUTION	13.34
	welding nozzle&shield	STORMWATER FUND	TREATMENT	6.69
			TOTAL:	157.37
MENARDS	plastic waterslides	GENERAL FUND	SWIMMING POOL	72.98
	galv nipples	WATER	DISTRIBUTION AND STORA	7.19
			TOTAL:	80.17
METERING & TECHNOLOGY SOLUTIONS	2"meter w/radio, flange set	WATER	NON-DEPARTMENTAL	700.32
	5/8x3/4meter w/ radio	WATER	NON-DEPARTMENTAL	8,256.00
			TOTAL:	8,956.32
MIDAS AUTO SERVICE EXPERTS-2270	muffler parts	GENERAL FUND	FIRE	33.97
			TOTAL:	33.97
MINITEX	patron barcodes	LIBRARY FUND	LIBRARY	110.50
			TOTAL:	110.50
MISC VENDOR	LILIENTHAL, CHRISTIAN	GENERAL FUND	RECREATION/LEISURE SER	111.00
	SCHROEDER, LOIS	GENERAL FUND	NON-DEPARTMENTAL	42.75
	VOLK, SHANNON	GENERAL FUND	NON-DEPARTMENTAL	17.00
			TOTAL:	170.75
MN DEPT OF COMMERCE	2015 fy energy commission	ELECTRIC FUND	ADMIN AND GENERAL	163.62
			TOTAL:	163.62
MN DEPT OF PUBLIC SAFETY	brdwy haz chem fee	ELECTRIC FUND	ADMIN AND GENERAL	25.00
			TOTAL:	25.00
MN DEPT OF TRANSPORTATION	testing & inspect	PERM IMPROVMENT RE	STREETS	115.55
			TOTAL:	115.55
MN MUNICIPAL UTILITIES ASSOCIATION	3rd qtr mgmt program	GENERAL FUND	FIRE	133.37
	3rd qtr mgmt program	GENERAL FUND	PUBLIC WORKS ADMIN	799.14

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	3rd qtr mgmt program	GENERAL FUND	STREETS	799.68
	3rd qtr mgmt program	GENERAL FUND	PARKS	666.85
	3rd qtr mgmt program	COMMUNITY CENTER	COMMUNITY CENTER	400.11
	3rd qtr mgmt program	WATER	ADMIN AND GENERAL	533.48
	3rd qtr mgmt program	WASTE WATER FUND	ADMIN AND GENERAL	799.68
	3rd qtr mgmt program	ENVIRON SERVICES F	ADMIN AND GENERAL	266.74
	3rd qtr 2014 member dues	ELECTRIC FUND	ADMIN AND GENERAL	3,647.00
	3rd qtr mgmt program	ELECTRIC FUND	ADMIN AND GENERAL	666.85
	3rd qtr elec program	ELECTRIC FUND	ADMIN AND GENERAL	687.50
	2014 mmua summer conf lew	ELECTRIC FUND	ADMIN AND GENERAL	240.00
	3rd qtr mgmt program	STORMWATER FUND	ADMINISTRATION AND GEN	400.11
			TOTAL:	10,040.51
MN PIPE & EQUIPMENT	hydrants&supplies	WATER	NON-DEPARTMENTAL	1,028.00
	hydrants&supplies	WATER	NON-DEPARTMENTAL	9,787.00
	24" adj screw riser	WATER	DISTRIBUTION AND STORA	92.82
	hydrants&supplies	WATER	DISTRIBUTION AND STORA	30.00
	hydrants&supplies	WATER	DISTRIBUTION AND STORA	87.50
	freight credited	WATER	DISTRIBUTION AND STORA	87.50
			TOTAL:	10,937.82
MN TWINS	vip trip to twins game	GENERAL FUND	RECREATION/LEISURE SER	347.50
	vip trip to twins game	RESTRICTED CONTRIB	RECREATION/LEISURE SER	337.50
			TOTAL:	685.00
MN WASTEWATER OPERATORS ASSOC.	conf reg john h,scott p	WASTE WATER FUND	ADMIN AND GENERAL	450.00
			TOTAL:	450.00
MOTION INDUSTRIES, INC.	flex sleeve	WASTE WATER FUND	SOURCE/TREATMENT	37.00
			TOTAL:	37.00
PETE MOULTON	lions dues 1st qtr	WATER	ADMIN AND GENERAL	80.00
	6/23-7/4/14 mileage	WATER	ADMIN AND GENERAL	22.40
	6/9-6/20/14mileage	WASTE WATER FUND	ADMIN AND GENERAL	166.32
	exit interview meal	WASTE WATER FUND	ADMIN AND GENERAL	23.00
	6/23-7/4/14 mileage	WASTE WATER FUND	ADMIN AND GENERAL	16.80
	6/9-6/20/14mileage	ELECTRIC FUND	ADMIN AND GENERAL	137.20
	6/9-6/20/14mileage	STORMWATER FUND	ADMINISTRATION AND GEN	53.76
	6/23-7/4/14 mileage	STORMWATER FUND	ADMINISTRATION AND GEN	36.96
			TOTAL:	536.44
MTI DISTRIBUTING CO	reservoir cap	GENERAL FUND	PARKS	20.66
	toro v-belts	GENERAL FUND	PARKS	56.73
			TOTAL:	77.39
MVTL LABORATORIES INC	testing	WASTE WATER FUND	SOURCE/TREATMENT	132.50
	testing	WASTE WATER FUND	SOURCE/TREATMENT	387.50
	testing	WASTE WATER FUND	SOURCE/TREATMENT	59.25
	testing	WASTE WATER FUND	SOURCE/TREATMENT	182.50
	testing	WASTE WATER FUND	SOURCE/TREATMENT	182.50
	hwe testing	WASTE WATER FUND	SOURCE/TREATMENT	81.25
	testing	WASTE WATER FUND	SOURCE/TREATMENT	200.50
	testing	WASTE WATER FUND	SOURCE/TREATMENT	200.50
	hwe testing	WASTE WATER FUND	SOURCE/TREATMENT	81.25
	testing mei	WASTE WATER FUND	SOURCE/TREATMENT	59.25
	testing	WASTE WATER FUND	SOURCE/TREATMENT	156.50

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	testing	WASTE WATER FUND	SOURCE/TREATMENT	138.50
	testing	WASTE WATER FUND	SOURCE/TREATMENT	182.50
	hwe testing	WASTE WATER FUND	SOURCE/TREATMENT	81.25
			TOTAL:	2,125.75
NICOLLET CTY PUBLIC HEALTH	july/aug newsletters	GENERAL FUND	SENIOR COORDINATOR	170.59
	sr ctr prog coord june	GENERAL FUND	SENIOR COORDINATOR	2,458.00
			TOTAL:	2,628.59
NICOLLET COUNTY RECORDER/ABSTRACTER	copies for hendrickson fil	GENERAL FUND	ECONOMIC DEVMT	4.00
			TOTAL:	4.00
NICOLLET COUNTY TREASURER	buick,audi,explorer	GENERAL FUND	POLICE	92.25
			TOTAL:	92.25
NIELSEN BLACKTOPPING, LLC	wash link pay est #3	PERM IMPROVMENT RE	STREETS	247,058.88
			TOTAL:	247,058.88
NIXLE LLC	nixle communication renewa	GENERAL FUND	POLICE	2,635.00
			TOTAL:	2,635.00
NORTH CENTRAL INTERNATIONAL	#38chamber&slack	GENERAL FUND	STREETS	304.34
	cables,chambers,slacks	GENERAL FUND	STREETS	336.10
	sterling streets cm	GENERAL FUND	STREETS	243.70-
	#409 type 1	ENVIRON SERVICES F	REFUSE DISPOSAL	220.01
			TOTAL:	616.75
NORTH CENTRAL LABORATORIES	lab reagents	WASTE WATER FUND	SOURCE/TREATMENT	257.75
	reagents	WASTE WATER FUND	SOURCE/TREATMENT	761.10
	reagents	WASTE WATER FUND	SOURCE/TREATMENT	646.81
			TOTAL:	1,665.66
NORTH KATO SUPPLY LLC	(3) ceiling tiles	COMMUNITY CENTER	COMMUNITY CENTER	172.80
			TOTAL:	172.80
OFFICEMAX	2 thumb drives	GENERAL FUND	FINANCE	13.98
	printer	GENERAL FUND	BUILDING INSPECTOR	229.99
			TOTAL:	243.97
PEPSI-COLA OF MANKATO INC	concessions	GENERAL FUND	SWIMMING POOL	124.15
	start up change for machin	GENERAL FUND	SWIMMING POOL	10.00
			TOTAL:	134.15
MATTHEW PETERS	sgt promo panel meal	GENERAL FUND	POLICE	65.44
			TOTAL:	65.44
DARRELL PETTIS	ldrshp trng per diem	GENERAL FUND	FIRE	70.00
			TOTAL:	70.00
PROFESSIONAL WATER TECHNOLOGIES	micron poly cart	WATER	PURIFICATION AND TREAT	962.50
			TOTAL:	962.50
RONALD D. QUADE	mn vall mtg mileage,per di	GENERAL FUND	FIRE	213.44
			TOTAL:	213.44
QUICK MART ST PETER	june fuel	GENERAL FUND	POLICE	597.76

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	june fuel	GENERAL FUND	FIRE	151.96
			TOTAL:	749.72
QUILL	ink cartridges	GENERAL FUND	CITY CLERK	75.08
	ink cartridges	GENERAL FUND	FINANCE	32.39
	ink cartridges	GENERAL FUND	POLICE	280.54
	flash drive	GENERAL FUND	POLICE	6.35
	ink cartridges	GENERAL FUND	STREETS	26.22
	ink cartridges	GENERAL FUND	PARKS	20.97
	ink cartridges	GENERAL FUND	ECONOMIC DEVMT	220.00
	ink cartridges	WATER	ADMIN AND GENERAL	10.49
	ink cartridges	WATER	ADMIN AND GENERAL	8.10
	ink cartridges	WATER	CUSTOMER ACCOUNTS	32.88
	ink cartridges	WATER	CUSTOMER ACCOUNTS	16.20
	ink cartridges	WASTE WATER FUND	ADMIN AND GENERAL	10.49
	ink cartridges	WASTE WATER FUND	ADMIN AND GENERAL	8.10
	ink cartridges	WASTE WATER FUND	CUSTOMER ACCOUNTS	32.88
	ink cartridges	WASTE WATER FUND	CUSTOMER ACCOUNTS	16.20
	ink cartridges	ENVIRON SERVICES F	ADMIN AND GENERAL	10.47
	ink cartridges	ENVIRON SERVICES F	ADMIN AND GENERAL	8.10
	ink cartridges	ENVIRON SERVICES F	CUSTOMER ACCOUNTS	32.89
	ink cartridges	ENVIRON SERVICES F	CUSTOMER ACCOUNTS	16.20
	ink cartridges	ELECTRIC FUND	ADMIN AND GENERAL	26.22
	ink cartridges	ELECTRIC FUND	ADMIN AND GENERAL	8.10
	ink cartridges	ELECTRIC FUND	CUSTOMER ACCOUNTS	32.88
	ink cartridges	ELECTRIC FUND	CUSTOMER ACCOUNTS	16.20
			TOTAL:	947.95
RED WING SHOE STORE	safety boots knight blackm	ENVIRON SERVICES F	ADMIN AND GENERAL	373.98
	safety boots mcshane holso	ELECTRIC FUND	ADMIN AND GENERAL	446.23
			TOTAL:	820.21
ANDY REDNING	ldrshp class per diem	GENERAL FUND	FIRE	70.00
			TOTAL:	70.00
RELIANCE ELECTRIC OF SOUTHERN MN	sjwp repr dehumid motor	WATER	PURIFICATION AND TREAT	101.50
			TOTAL:	101.50
RICHARDS' SEAMLESS GUTTER, INC.	pw building	GENERAL FUND	STREETS	50.00
	pw building	GENERAL FUND	PARKS	40.00
	pw building	WATER	ADMIN AND GENERAL	20.00
	pw building	WASTE WATER FUND	ADMIN AND GENERAL	20.00
	pw building	ENVIRON SERVICES F	ADMIN AND GENERAL	20.00
	pw building	ELECTRIC FUND	ADMIN AND GENERAL	50.00
			TOTAL:	200.00
TOM ROESSLER JR.	state fire conf reg&expens	GENERAL FUND	FIRE	682.40
			TOTAL:	682.40
ROYAL TIRE, INC	#64 tires	GENERAL FUND	STREETS	114.80
	#64 tires	GENERAL FUND	PARKS	91.84
	#411 tires	GENERAL FUND	PARKS	498.64
	#64 tires	WATER	ADMIN AND GENERAL	45.92
	#64 tires	WASTE WATER FUND	ADMIN AND GENERAL	45.92
	#64 tires	ENVIRON SERVICES F	ADMIN AND GENERAL	45.92
	#64 tires	ELECTRIC FUND	ADMIN AND GENERAL	114.80

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	#11 tires	TRANSIT	TRANSIT/TRANSPORTATION	446.12
			TOTAL:	1,403.96
RYAN ELECTRIC OF ST PETER	pw building	GENERAL FUND	STREETS	18.75
	install receptacles	GENERAL FUND	SWIMMING POOL	593.69
	jeff conc move receptacle	GENERAL FUND	PARKS	144.80
	mn sq attic fan	GENERAL FUND	PARKS	203.57
	pw building	GENERAL FUND	PARKS	15.00
	svc solenoid valves	WATER	DISTRIBUTION AND STORA	75.00
	install & wire valves	WATER	DISTRIBUTION AND STORA	651.16
	pw building	WATER	ADMIN AND GENERAL	7.50
	uv fuses	WASTE WATER FUND	SOURCE/TREATMENT	534.00
	pw building	WASTE WATER FUND	ADMIN AND GENERAL	7.50
	pw building	ENVIRON SERVICES F	ADMIN AND GENERAL	7.50
	pw building	ELECTRIC FUND	ADMIN AND GENERAL	18.75
			TOTAL:	2,277.22
S&S THERMO DYNAMICS	hvac service	LIBRARY FUND	LIBRARY	1,324.67
			TOTAL:	1,324.67
SAM'S CLUB	coffee creamer	GENERAL FUND	SENIOR COORDINATOR	8.98
	coffee creamer	GENERAL FUND	RECREATION/LEISURE SER	8.99
	snacks for summer programs	GENERAL FUND	RECREATION/LEISURE SER	124.33
	coffee creamer	COMMUNITY CENTER	COMMUNITY CENTER	8.99
			TOTAL:	151.29
SCHWICKERT'S, INC.	city hall roof repair	GENERAL FUND	MUNICIPAL BUILDING	467.00
	lib roof insp	LIBRARY FUND	LIBRARY	550.00
	cc roof insp	COMMUNITY CENTER	COMMUNITY CENTER	1,550.00
			TOTAL:	2,567.00
SELECT ACCOUNT	admin fee	GENERAL FUND	CITY ADMINISTRATION	3.55
	admin fee	GENERAL FUND	CITY CLERK	2.22
	admin fee	GENERAL FUND	FINANCE	5.90
	admin fee	GENERAL FUND	MUNICIPAL BUILDING	1.55
	admin fee	GENERAL FUND	POLICE	28.85
	admin fee	GENERAL FUND	BUILDING INSPECTOR	5.66
	admin fee	GENERAL FUND	COMMUNITY SERVICE	2.22
	admin fee	GENERAL FUND	PUBLIC WORKS ADMIN	1.63
	admin fee	GENERAL FUND	STREETS	3.01
	admin fee	GENERAL FUND	RECREATION/LEISURE SER	6.39
	admin fee	GENERAL FUND	PARKS	11.38
	admin fee	GENERAL FUND	ECONOMIC DEVMT	2.22
	admin fee	LIBRARY FUND	LIBRARY	2.78
	admin fee	COMMUNITY CENTER	COMMUNITY CENTER	3.33
	admin fee	WATER	DISTRIBUTION AND STORA	5.44
	admin fee	WATER	ADMIN AND GENERAL	2.00
	admin fee	WATER	CUSTOMER ACCOUNTS	0.45
	admin fee	WASTE WATER FUND	SOURCE/TREATMENT	3.22
	admin fee	WASTE WATER FUND	ADMIN AND GENERAL	2.25
	admin fee	WASTE WATER FUND	CUSTOMER ACCOUNTS	0.46
	admin fee	ENVIRON SERVICES F	REFUSE DISPOSAL	4.43
	admin fee	ENVIRON SERVICES F	ADMIN AND GENERAL	0.89
	admin fee	ENVIRON SERVICES F	CUSTOMER ACCOUNTS	0.46
	admin fee	ELECTRIC FUND	POWER DISTRIBUTION	6.65
	admin fee	ELECTRIC FUND	ADMIN AND GENERAL	8.03

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	admin fee	ELECTRIC FUND	CUSTOMER ACCOUNTS	2.67
	admin fee	STORMWATER FUND	COLLECTIONS/LIFT STATI	1.65
	admin fee	STORMWATER FUND	ADMINISTRATION AND GEN	4.60
	admin fee	STORMWATER FUND	CUSTOMER ACCOUNTS	0.46
	admin fee	TRANSIT	TRANSIT/TRANSPORTATION	4.36
			TOTAL:	128.71
SERVOCAL INSTRUMENTS INC.	flow test of water meters	WATER	SOURCE OF SUPPLY	900.00
			TOTAL:	900.00
SOUTHERN MN CONSTRUCTION CO INC	asphalt	GENERAL FUND	STREETS	3,066.23
	south end	GENERAL FUND	STREETS	12,045.44
	asphalt south end	GENERAL FUND	STREETS	542.21
	asphalt south end	GENERAL FUND	STREETS	6,315.95
	asphalt south end	GENERAL FUND	STREETS	6,162.55
	asphalt	WATER	DISTRIBUTION AND STORA	384.38
	asphalt 1700 blk n 5th	WATER	DISTRIBUTION AND STORA	383.50
	s 3rd	WATER	DISTRIBUTION AND STORA	125.67
	class 5 stock pile	WATER	ADMIN AND GENERAL	145.18
	asphalt	WASTE WATER FUND	COLLECTOR/LIFT STAT	384.39
	asphalt 1700 blk n 5th	WASTE WATER FUND	COLLECTOR/LIFT STAT	383.50
	s 4th	WASTE WATER FUND	COLLECTOR/LIFT STAT	125.67
	class 5 stock pile	WASTE WATER FUND	ADMIN AND GENERAL	145.18
	class 5 stock pile	ENVIRON SERVICES F	ADMIN AND GENERAL	72.59
	class 5 stock pile	ELECTRIC FUND	ADMIN AND GENERAL	362.96
			TOTAL:	30,645.40
SOUTHERN MN MUNICIPAL POWER AGENCY	june purchased power	ELECTRIC FUND	POWER SUPPLY	616,027.97
			TOTAL:	616,027.97
SPRING TOUCH	fire station	GENERAL FUND	FIRE	35.75
	spray jeff&misc parks for	GENERAL FUND	PARKS	1,000.00
			TOTAL:	1,035.75
SPRINT SOLUTIONS, INC.	cell phone svc 5/15-6/14	GENERAL FUND	FIRE	16.80
	on call phones 5/15-4/14	COMMUNITY CENTER	COMMUNITY CENTER	24.33
	cell phone svc 5/15-6/14	WATER	ADMIN AND GENERAL	39.99
	on call phones 5/15-4/14	WATER	ADMIN AND GENERAL	24.33
	on call phones 5/15-4/14	WASTE WATER FUND	ADMIN AND GENERAL	28.09
	on call phones 5/15-4/14	ELECTRIC FUND	ADMIN AND GENERAL	24.33
			TOTAL:	157.87
ST PETER AMBASSADORS	prairie lakes 80% grant	RESTRICTED CONTRIB	CITY ADMINISTRATION	2,000.00
			TOTAL:	2,000.00
ST PETER COMMUNITY & FAMILY EDUCATION	staff training supplies	GENERAL FUND	RECREATION/LEISURE SER	12.80
	staff training supplies	GENERAL FUND	SWIMMING POOL	3.20
	prep rooms & move furnitur	COMMUNITY CENTER	COMMUNITY CENTER	212.25
			TOTAL:	228.25
ST PETER HERALD	2014 renewal 2 copies	LIBRARY FUND	LIBRARY	78.00
			TOTAL:	78.00
ST PETER INSULATED GLASS	repair gov room window	COMMUNITY CENTER	COMMUNITY CENTER	111.50
			TOTAL:	111.50

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
ST PETER SOCCER ASSOCIATION	scholarships (att'd)	GENERAL FUND	NON-DEPARTMENTAL	275.00-
	soccer partnership reimburs	GENERAL FUND	RECREATION/LEISURE SER	<u>3,519.00</u>
	TOTAL:			3,244.00
STAPLES ADVANTAGE	monitor wipe return	GENERAL FUND	RECREATION/LEISURE SER	6.29-
	24 x 36 board alum fram	GENERAL FUND	SWIMMING POOL	99.00
	4 x 3 blk foam ta refund	COMMUNITY CENTER	COMMUNITY CENTER	<u>36.99-</u>
	TOTAL:			55.72
STOREY KENWORTHY/MATT PARROT	financial (check) forms	GENERAL FUND	FINANCE	401.83
	financial (check) forms	WATER	ADMIN AND GENERAL	100.46
	financial (check) forms	WASTE WATER FUND	ADMIN AND GENERAL	100.46
	financial (check) forms	ENVIRON SERVICES F	ADMIN AND GENERAL	100.45
	financial (check) forms	ELECTRIC FUND	ADMIN AND GENERAL	<u>100.46</u>
	TOTAL:			803.66
TENVOORDE FORD, INC	#714 2014 f-150	WATER	CAPITAL-GENERAL PLANT	9,598.52
	#714 2014 f-150	WASTE WATER FUND	CAPITAL-GENERAL PLANT	9,598.52
	#714 2014 f-150	STORMWATER FUND	CAPITAL-GENERAL PLANT	<u>9,598.51</u>
	TOTAL:			28,795.55
CURTIS THOMPSON	mileage mankato fire train	GENERAL FUND	FIRE	<u>16.80</u>
TOTAL:			16.80	
TIGERDIRECT.COM	bldg dept monitor	GENERAL FUND	BUILDING INSPECTOR	<u>231.29</u>
TOTAL:			231.29	
TOTAL ENERGY SYSTEMS, LLC	carburetor repair kit	GENERAL FUND	FIRE	<u>30.61</u>
TOTAL:			30.61	
TOWMASTER, INC.	#211 hyd hose reel	GENERAL FUND	STREETS	<u>485.77</u>
TOTAL:			485.77	
TRAVERSE DES SIOUX GARDEN CENTER	downtown planters	ENVIRON SERVICES F	REFUSE DISPOSAL	954.13
	downtown flower baskets&fe	ENVIRON SERVICES F	REFUSE DISPOSAL	<u>4,900.00</u>
	TOTAL:			5,854.13
MATT ULMAN	fire school per diem	GENERAL FUND	FIRE	<u>70.00</u>
TOTAL:			70.00	
UNITED RENTALS AERIAL EQUIPMENT	speedpatch repair	WASTE WATER FUND	COLLECTOR/LIFT STAT	130.50
	speedpatch repair	STORMWATER FUND	TREATMENT	<u>130.50</u>
	TOTAL:			261.00
US AUTO FORCE	#406 radial tires	STORMWATER FUND	TREATMENT	301.96
	#75 storm pump tires	STORMWATER FUND	TREATMENT	<u>119.98</u>
	TOTAL:			421.94
USA BLUE BOOK	digital titrator cart	WATER	PURIFICATION AND TREAT	303.33
	lab reagents	WATER	PURIFICATION AND TREAT	<u>74.95</u>
	TOTAL:			378.28
VENTURE HYDRAULICS, INC.	#206 paver rebuilt exch pu	GENERAL FUND	STREETS	<u>1,250.00</u>
	TOTAL:			1,250.00
VERNON MANUFACTURING	2"aquamatic valve	WATER	DISTRIBUTION AND STORA	805.00

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
			TOTAL:	805.00
VETTER SALES & SERVICE, LLC	plexus plastic clean	GENERAL FUND	STREETS	2.49
	plexus plastic clean	GENERAL FUND	PARKS	2.49
	plexus plastic clean	GENERAL FUND	PARKS	12.48
	plexus plastic clean	WATER	DISTRIBUTION AND STORA	1.25
	plexus plastic clean	WASTE WATER FUND	SOURCE/TREATMENT	1.25
	plexus plastic clean	ENVIRON SERVICES F	REFUSE DISPOSAL	1.25
	plexus plastic clean	ELECTRIC FUND	POWER DISTRIBUTION	2.49
	plexus plastic clean	STORMWATER FUND	TREATMENT	1.25
			TOTAL:	24.95
VISA	reimbursed meal jim n	GENERAL FUND	NON-DEPARTMENTAL	8.75
	lmc retirement gift	GENERAL FUND	CITY ADMINISTRATION	42.74
	mealscity png,green valley	GENERAL FUND	CITY ADMINISTRATION	70.36
	road flares	GENERAL FUND	POLICE	120.59
	training meals,lodging	GENERAL FUND	POLICE	326.10
	kansas city trng fuel	GENERAL FUND	POLICE	57.63
	kansas city trng meals,par	GENERAL FUND	POLICE	87.99
	carburetor kit	GENERAL FUND	FIRE	149.00
	mmua conf hotel deposit	GENERAL FUND	STREETS	25.00
	program supplies	GENERAL FUND	RECREATION/LEISURE SER	130.94
	cpr/1st aid training	GENERAL FUND	RECREATION/LEISURE SER	324.00
	program supplies	GENERAL FUND	RECREATION/LEISURE SER	169.23
	program supplies	GENERAL FUND	RECREATION/LEISURE SER	259.85
	comm ed mtg meal	GENERAL FUND	RECREATION/LEISURE SER	13.45
	umpire meeting meal	GENERAL FUND	RECREATION/LEISURE SER	27.05
	camp supplies	GENERAL FUND	RECREATION/LEISURE SER	100.00
	camp supplies	GENERAL FUND	RECREATION/LEISURE SER	186.41
	staff training	GENERAL FUND	RECREATION/LEISURE SER	202.00
	staff training	GENERAL FUND	SWIMMING POOL	75.00
	mmua conf hotel deposit	GENERAL FUND	PARKS	20.00
	meals	GENERAL FUND	ECONOMIC DEVMT	28.90
	summer reading prog suppli	LIBRARY FUND	LIBRARY	208.91
	replacement receipt printe	LIBRARY FUND	LIBRARY	263.12
	blower fans for dehumidifi	WATER	PURIFICATION AND TREAT	157.85
	mmua conf hotel deposit	WATER	ADMIN AND GENERAL	10.00
	safety shoes	WATER	ADMIN AND GENERAL	134.95
	mmua conf hotel deposit	WASTE WATER FUND	ADMIN AND GENERAL	10.00
	mmua conf hotel deposit	ENVIRON SERVICES F	ADMIN AND GENERAL	10.00
	mmua conf hotel deposit	ELECTRIC FUND	ADMIN AND GENERAL	25.00
	smmpa mtg hotel	ELECTRIC FUND	ADMIN AND GENERAL	81.19
	program supplies	RESTRICTED CONTRIB	RECREATION/LEISURE SER	130.93
	program supplies	RESTRICTED CONTRIB	RECREATION/LEISURE SER	169.24
	staff training	RESTRICTED CONTRIB	RECREATION/LEISURE SER	150.00
	board mtg meal	RESTRICTED CONTRIB	RECREATION/LEISURE SER	48.43
	staff training	RESTRICTED CONTRIB	RECREATION/LEISURE SER	200.00
			TOTAL:	4,024.61
VON ESSEN TOWING	tire repair	WASTE WATER FUND	COLLECTOR/LIFT STAT	10.00
	bus #12 mount&balance	TRANSIT	TRANSIT/TRANSPORTATION	90.00
			TOTAL:	100.00
VWR INTERNATIONAL	pipet	WASTE WATER FUND	SOURCE/TREATMENT	28.76
	bottles	WASTE WATER FUND	SOURCE/TREATMENT	126.11
			TOTAL:	154.87

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
W L CONSTRUCTIONS SUPPLY	diamond blade	GENERAL FUND	STREETS	<u>379.99</u>
			TOTAL:	379.99
W.W. BLACKTOPPING	asphalt	GENERAL FUND	STREETS	<u>576.87</u>
			TOTAL:	576.87
WATCH GUARD VIDEO	car video service renewal	GENERAL FUND	POLICE	<u>780.00</u>
			TOTAL:	780.00
THE WATSON CO	concessions	GENERAL FUND	SWIMMING POOL	539.43
	concessions	GENERAL FUND	SWIMMING POOL	<u>688.94</u>
			TOTAL:	1,228.37
WESCO DISTRIBUTION INC	500kva 3 p transformer	ELECTRIC FUND	NON-DEPARTMENTAL	9,710.00
	#613 100wvhs bulb	ELECTRIC FUND	NON-DEPARTMENTAL	329.40
	i/o term kit	ELECTRIC FUND	NON-DEPARTMENTAL	<u>354.50</u>
			TOTAL:	10,393.90
WESTMAN FREIGHTLINER	#206 radiator repair	GENERAL FUND	STREETS	<u>258.72</u>
			TOTAL:	258.72
TOM WINSELL	camera,lens,bag	GENERAL FUND	POLICE	<u>357.48</u>
			TOTAL:	357.48
XCEL ENERGY	hwy 22 bridge lights	GENERAL FUND	STREETS	<u>44.00</u>
			TOTAL:	44.00
ZIEGLER INC	#408 throttle pedal	GENERAL FUND	STREETS	<u>543.94</u>
			TOTAL:	543.94

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

101	GENERAL FUND	103,466.69
201	PROPERTY INSURANCE	758.18
211	LIBRARY FUND	6,666.54
217	COMMUNITY CENTER	6,518.54
240	TORNADO DISASTER REV LOAN	116.00
401	PERM IMPROVMENT REVOLVING	295,308.10
432	2013B TIF #1-18 N THIRD	89,538.32
474	2014 EQUIPMENT CERTIFICAT	65,585.75
601	WATER	52,521.23
602	WASTE WATER FUND	28,570.46
603	ENVIRON SERVICES FUND	29,964.67
604	ELECTRIC FUND	665,332.45
606	STORMWATER FUND	14,159.10
610	TRANSIT	3,793.26
820	RESTRICTED CONTRIBUTIONS	5,788.91

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 GRAND TOTAL: 1,368,088.20  
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CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2014 –

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

**RESOLUTION APPROVING CONSENT AGENDA**

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

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

**Temporary Beer License**

St. Peter Chamber of Commerce	MN Square	7/16/14
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**Temporary Soft Drink**

Doc E's BBQ	Downtown St. Peter	7/8/14 – 12/31/14
St. Peter Chamber of Commerce	MN Square	7/16/14
Somali Community Org. Inc.	Gault Park	6/21/14

**Temporary Dance**

St. Peter All School Reunion	First National Bank (Parking Lot)	7/5/14
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**Temporary Show**

St. Peter All School Reunion	First National Bank (Parking Lot)	7/5/14
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2. The schedule of disbursements for June 19, 2014 through July 9, 2014 is hereby approved.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota this 14th day of July, 2014.

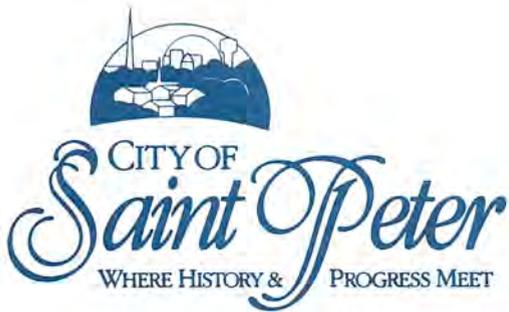
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Timothy Strand  
Mayor

ATTEST:

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Todd Prafke  
City Administrator



## Memorandum

**TO:** Todd Prafke  
City Administrator

**DATE:** 07/10/14

**FROM:** Matt Peters  
Chief of Police

**RE:** 2013 Equipment Certificate Purchase

### **ACTION/RECOMMENDATION**

Approve the Resolution authorizing the purchase of replacement X26 TASER units in accordance with City of Saint Peter purchasing policy.

### **BACKGROUND**

SPPD Officers are currently equipped with TASER model X26 conducted energy devices. This model was purchased and issued in 2003. This model is no longer certified by TASER. Staff has been aware that TASER will no longer support this model beginning this year.

TASER has notified us that our units must be removed from service to be destroyed and rendered permanently nonfunctional. TASER is no longer responsible for any warranty or *liability* related to these products.

TASER put departments on notice that this change was coming so it is no surprise. The good news is they have a similar unit available to us so we are not forced to purchase their flagship double cartridge unit which is about double the cost.

### **FISCAL IMPACT:**

The purchase price for each unit, including battery and holster, is \$1,163.55. The total cost including data port download kit of \$159.95 is \$12,959.00. This purchase was fully anticipated and budgeted in the 2013 equipment certificate budget.

### **ALTERNATIVES/VARIATIONS:**

Do not act: Staff will wait for further direction.

Negative vote: Current TASER units will be destroyed with no replacement unit.

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.

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2014 --

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

RESOLUTION APPROVING 2013 EQUIPMENT CERTIFICATE PURCHASE

WHEREAS, the City Council has established a budget and provided funding for purchases to be financed by an equipment certificate; and

WHEREAS, the City is in need of 11 new TASER conducted energy units; and

WHEREAS, the units are available from TASER International; and

WHEREAS, staff recommends the purchase of 11 TASER units from TASER International.

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

1. Staff is authorized to proceed with purchase of 11 TASER units, to be funded by the 2013 equipment certificate:
2. Said purchase shall be made consistent with the State of Minnesota contract.
3. Staff is authorized to proceed with the purchase of TASER units not to exceed the total cost of \$12,959.00

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 14th day of July, 2014.

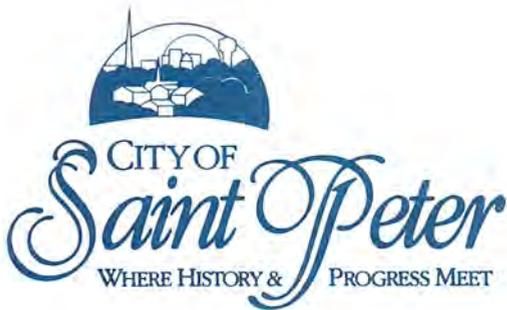
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Timothy Strand  
Mayor

ATTEST:

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Todd Prafke  
City Administrator



## Memorandum

**TO:** Todd Prafke  
City Administrator

**DATE:** 07/10/14

**FROM:** Russ Wille  
Community Development Director

**RE:** MS/GS Enterprises – Balloon Extension

### **ACTION/RECOMMENDATION**

Adopt the attached resolution recommending that the City Council modify the terms of a revolving loan made to MS/GS Enterprises to extend the balloon payment date to June 18, 2016 and reducing the applicable interest rate from 6.5% to 4.5%.

### **BACKGROUND**

In December, 2003, the City of Saint Peter approved a \$250,000 loan to MS/GS Enterprises to partially finance the purchase of the manufacturing facility located at 907 North Swift Street in Saint Peter. The note was originally to be repaid after six months via a balloon payment. The note has subsequently been modified numerous times to extend the date of repayment. At this time, the note is scheduled to be repaid in full on June 18, 2014.

The balance of the revolving loan is approximately \$164,216.

In 2008, to support the operations of tenants Chippewa Packaging and Exceed Packaging, MS/GS constructed a 9,000 square foot addition to the 907 North Swift Street facility. In addition to the expansion, other facility improvements such as loading docks, parking lots and interior remodeling were completed.

Pioneer Bank (Mankato) provided the 2008 financing of the 9,000 square foot construction project. Pioneer Bank's loan is secured by a first mortgage on the property.

In 2008, the City subordinated its mortgage position to Pioneer Bank upon the completion of the addition. At that time the balloon repayment date was extended to June, 2014.

MS/GS has requested that Pioneer Bank, as the primary project lender, provide the additional loan dollars necessary to repay the City obligation. Correspondence from Pioneer Bank indicates that MS/GS's request for funding to repay the City's balloon payment has been denied.

With few identified alternatives, the EDA has recommended that the City Council extend the scheduled balloon payment to June 18, 2016.

Furthermore, in recognition of the exceptional repayment history of MS/GS, the EDA has recommended that the interest rate of the loan be lowered from 6.5% to 4.5%. While the interest rate is proposed to change, the monthly payment will remain the same accelerating repayment of the note.

**FISCAL IMPACT:**

The applicable interest rate would be reduced by 2% and repayment of the note would be extended to June, 2016.

**ALTERNATIVES/VARIATIONS:**

Do not act: MS/GS will be notified of the Council's failure to act. The note would remain due and payable at this time. The EDA and Council would need to evaluate the ability or want to foreclose on the note in the near term.

Negative Votes: MS/GS will be notified of the Council's denial. The note would remain due and payable at this time. The EDA and Council would need to evaluate the ability or want to foreclose on the note in the near term.

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.

RW

**CITY OF SAINT PETER, MINNESOTA**

**RESOLUTION NO. 2014 -**

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

**RESOLUTION MODIFYING THE TERMS OF A \$250,000 REVOLVING LOAN PREVIOUSLY  
PROVIDED TO MARK AND GERI STEELE (MS/GS ENTERPRISES)**

WHEREAS, the Economic Development Authority (EDA) administers the Revolving Loan Fund;  
and

WHEREAS, on December 8, 2003, the City Council approved a \$250,000 loan to MS/GS  
Enterprises to partially finance the acquisition of an industrial building at 907 Swift Street; and

WHEREAS, the terms of the loan included that the loan would be amortized on a 20 year  
schedule and that a balloon payment would be due June 18, 2004 to pay the loan in full; and

WHEREAS, the balloon payment originally due June 18, 2004 has subsequently been extended  
by the City Council to require payment on June 18, 2009; and

WHEREAS, in 2008, to support the construction of a 9,000 square foot addition to the MS/GS  
Enterprises facility, the City Council once again modified the terms of the loan to establish a  
June 18, 2014 balloon payment date; and

WHEREAS, at this time, MS/GS is unable to honor the June, 2014 balloon payment and has  
requested that the balloon payment be extended by an additional two years; and

WHEREAS, Pioneer Bank, the primary project lender has provided correspondence indicating  
that the bank is unable to refinance the loan or provide the additional funding necessary to  
repay the revolving loan as due; and

WHEREAS, the balance of the original \$250,000 loan has been calculated to be \$164,215.73;  
and

WHEREAS, the EDA has reviewed the requested modification of terms and recommends that  
the City Council provide for the amended terms as set forth herein.

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

1. The terms of the \$250,000 loan to MS/GS Enterprises shall be amended and the balloon  
payment date extended to June 18, 2016; and
2. The interest rate shall be lowered from 6.5% to 4.5%; and
3. All other terms of the applicable promissory note shall remain unchanged

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 14<sup>th</sup> day of July, 2014.

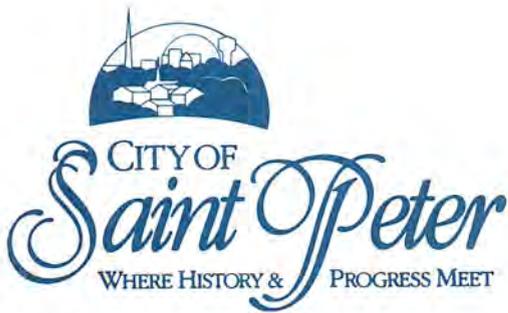
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Timothy Strand  
Mayor

ATTEST:

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Todd Prafke  
City Administrator



## Memorandum

**TO:** Todd Prafke  
City Administrator

**DATE:** 07/10/14

**FROM:** Russ Wille  
Community Development Director

**RE:** Keith and Carrie Stelter – Revolving Loan Applications

### **ACTION/RECOMMENDATION**

Approve a \$5,000 Façade Enhancement Revolving Loan and a \$20,000 traditional revolving loan to partially finance the renovation of the 213 South Minnesota Avenue property and the acquisition of fixtures and furnishings for The Fair Emporium.

### **BACKGROUND**

The EDA has recommended that the City Council approve a \$5,000 loan through the Façade Enhancement Revolving Loan program. The loan dollars will be used to partially finance the renovation and rehabilitation of the Minnesota Avenue façade of the property at 213 South Minnesota Avenue. The improvements have been approved by the Heritage Preservation Commission. The applicant will contribute \$4,566 towards the façade renovation. As provided in the program guidelines, Façade Enhancement funds are to be loaned at 0% interest and repaid over a five year period.

In addition, the applicants have fully prepared their business plan and are seeking additional funds to partially finance renovations to the interior of the building, purchase furnishings and secure an appropriate point-of-sale system.

The applicants have recently purchased the 213 South Minnesota Avenue building in the Saint Peter Historic Commercial district. The purchase was secured with a \$120,000 loan from Nicollet County Bank. The owners contributed \$30,000 towards the purchase.

To supplement the \$120,000 bank financing, \$5,000 Façade Enhancement funds and \$34,566 owner contribution towards the project, an additional \$23,198.15 is necessary to fully finance the business start-up. The applicants are seeking to finance \$20,000 of this need via a conventional revolving loan from the City of Saint Peter. The owners will contribute the remaining \$3,198.15.

Finally, to provide for the acquisition of inventory, Nicollet County Bank has agreed to provide a \$30,000 line of credit. Funds will be drawn from this account as payments to vendors are due and then replenished as merchandise is sold to the customer.

The full source and use of project funds is identified as follows:

	<u>NCB</u>	<u>EDA</u>	<u>OWNER</u>	<u>TOTAL</u>
Real Estate	\$ 120,000	\$ -	\$ 30,000	\$ 150,000
Wall Paneling	\$ -	\$ 450	\$ -	\$ 450
Metal Shelving	\$ -	\$ -	\$ 818	\$ 818
Plastic Shelving	\$ -	\$ -	\$ 78	\$ 78
Cross Leg Table	\$ -	\$ -	\$ 100	\$ 100
Pine Table Riser	\$ -	\$ -	\$ 180	\$ 180
Open Hutch	\$ -	\$ -	\$ 599	\$ 599
Table Set (3 pc)	\$ -	\$ -	\$ 100	\$ 100
Pedestal (4 pc)	\$ -	\$ -	\$ 130	\$ 130
4 Way Wall Unit	\$ -	\$ -	\$ 319	\$ 319
Jewelry Showcase	\$ -	\$ -	\$ 125	\$ 125
Tables	\$ -	\$ 1,200	\$ -	\$ 1,200
POS System	\$ -	\$ 3,000	\$ -	\$ 3,000
Abdullah Display	\$ -	\$ 4,150	\$ -	\$ 4,150
Check Out Counter	\$ -	\$ -	\$ 750	\$ 750
Ceiling Rehab	\$ -	\$ 2,800	\$ -	\$ 2,800
Roof Repairs	\$ -	\$ 8,400	\$ -	\$ 8,400
Façade HPC Rehab	\$ -	\$ 5,000	\$ 4,566	\$ 9,566
<b>TOTALS:</b>	<b>\$ 120,000</b>	<b>\$ 25,000</b>	<b>\$ 37,764</b>	<b>\$ 182,764</b>

Percent of Financing:                   66%                   14%                   20%

Under the proposed financing scenario, the EDA would be asked to finance 14% of the identified project costs. The applicant would contribute 20% of the costs which is in excess of the 10% required by EDA loan guidelines.

To collateralize the two loans, it is suggested that the City secure a mortgage on the 213 South Minnesota Avenue real estate. The City's mortgage would be subordinate to the \$120,000 first mortgage held by Nicollet County Bank.

It is also recommended that the City obtain a first security position on the fixtures, furnishings and equipment of The Fair Emporium.

Finally, it would be required that Keith and Carrie Stelter execute a personal guarantee of the note upon execution of the associated promissory note.

Two resolutions have been prepared for City Council consideration. The first would approve the \$5,000 Façade Enhancement Revolving Loan. The second resolution would approve a second revolving loan of \$20,000.

**FISCAL IMPACT:**

The \$5,000 Façade Enhancement revolving loan would be provided interest free and repaid over a five year period. Monthly payments of \$83.33 would be established.

The \$20,000 traditional revolving loan would be provided at a 3% rate of interest. The loan would be amortized on a 10 year schedule, but would be due and payable in full at the conclusion of five years. Monthly payments of \$193.12 would be established.

**ALTERNATIVES/VARIATIONS:**

Do not act: The Community Development Director will await further direction of the City Council.

Negative Votes: The applicants will be notified of the City Council's denial of the loan(s).

Modification of the Resolution: This is always an option of the Council, however, any modification would need to be acceptable to the applicants.

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

RW

**CITY OF SAINT PETER, MINNESOTA**

**RESOLUTION NO. 2012 -**

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

**RESOLUTION APPROVING \$5,000 REVOLVING LOAN TO KEITH AND CARRIE STELTER  
TO PARTIALLY FINANCE THE EXTERIOR, FAÇADE RENOVATIO OF 213 SOUTH  
MINNESOTA AVENUE**

WHEREAS, the Economic Development Authority (EDA) administers the City's revolving loan funds; and

WHEREAS, the EDA was granted power to administer the loan program and to make recommendations to the City Council for disbursement of new loans; and

WHEREAS, guidelines have been established which govern and determine the criteria of the revolving loan programs; and

WHEREAS, Keith and Carrie Stelter have submitted an application requesting \$5,000 from the Façade Renovation/Historical Enhancement Revolving Loan Fund to partially finance the exterior renovation of the commercial building located at 213 South Minnesota Avenue; and

WHEREAS, the project is an eligible activity of the revolving loan fund and meets the criteria of the loan program; and

WHEREAS, the Saint Peter Heritage Preservation Commission has reviewed and approved the proposed building renovation plan.

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

1. The application of Keith and Carrie Stelter for a façade enhancement revolving loan in the amount of \$5,000 to partially finance the repair/renovation of the building located at 213 South Minnesota Avenue is approved.
2. The annual interest rate on the loan shall be fixed for the duration of the loan at 0%.
3. That the loan be amortized on a five-year repayment schedule.
4. A mortgage, subordinate to a mortgage held by Nicollet County Bank, shall be secured in the amount of \$5,000 against the 213 South Minnesota Avenue building.
5. The applicant will be provided funds upon the completion of the renovation and upon receipt of project invoices.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 14<sup>th</sup> day of July, 2014.

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Timothy Strand  
Mayor

ATTEST:

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Todd Prafke  
City Administrator

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2014 -

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

**RESOLUTION APPROVING \$20,000 REVOLVING LOAN TO KEITH AND CARRIE STELTER  
TO PARTIALLY FINANCE THE ACQUISITION OF FIXTURES AND FURNISHINGS FOR THE  
FAIR EMPORIUM (213 SOUTH MINNESOTA AVENUE)**

WHEREAS, the Economic Development Authority (EDA) administers the Revolving Loan funds;  
and

WHEREAS, the EDA was granted power to administer the loan program and to make  
recommendations to the City Council for disbursement of new loans; and

WHEREAS, guidelines have been established which govern and determine the criteria of the  
revolving loan programs; and

WHEREAS, Keith and Carrie Stelter have submitted an application requesting \$20,000 from the  
established Revolving Loan Fund to partially finance the acquisition of fixtures and furnishings  
necessary to open The Fair Emporium at 213 South Minnesota Avenue; and

WHEREAS, the project is an eligible activity of the revolving loan fund and meets the criteria of  
the loan program; and

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

1. The application of Keith and Carrie Stelter for a revolving loan in the amount of \$20,000 to partially finance the acquisition of fixtures, furnishings and equipment necessary to equip The Fair Emporium is approved.
2. The annual interest rate on the loan shall be fixed for the duration of the loan at 3%
3. The loan be amortized on a ten-year repayment schedule though due and payable after five years via balloon payment.
4. A mortgage, subordinate to a mortgage held by Nicollet County Bank, shall be secured in the amount of \$20,000 filed against the 213 South Minnesota Avenue building.
5. A first security position will be recorded against the fixtures, furnishings and equipment of The Fair Emporium.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 14<sup>th</sup> day of July, 2014.

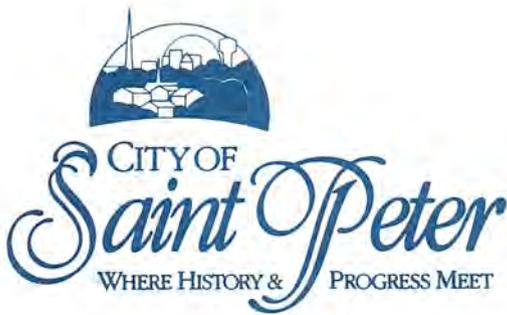
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Timothy Strand  
Mayor

ATTEST:

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Todd Prafke  
City Administrator



## Memorandum

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

**DATE:** 7/10/2014

**FROM:** Todd Prafke  
City Administrator

**RE:** City Assistance Request: TRAM

### ACTION/RECOMMENDATION

Approve a request from the Chamber of Commerce for City assistance for The Ride Across Minnesota (TRAM).

### BACKGROUND

The Chamber of Commerce has requested City assistance for the TRAM ride that will be stopping in Saint Peter on July 16th. Previous TRAM events have been very successful in Saint Peter and the bicyclists, TRAM staff, and family members have visited many businesses in the community during their stop in addition to the entertainment that is provided in Minnesota Square Park.

The Chamber has requested the following:

- Police patrol of the TRAM route into Saint Peter. Riders will begin arriving by 11 a.m. with all riders arriving in Saint Peter by 4 p.m.
- No parking cones on all streets around Minnesota Square Park to be put in place by 6:00 a.m. on the 16th. Chamber volunteers will monitor who can use the street area for parking, for example: shower truck, TRAM officials, shuttle bus, etc. and may ask for assistance from the Police Reserves.
- 9:00 p.m. - Overnight to 5 a.m. Assistance with Police Reserves (2) to monitor bicycle storage area.
- City staff check and activate all electricity in Minnesota Square Park.
- Make available needs for the shower truck:
  - Potable water from a fire hydrant within 100 feet of the shower truck
  - Means for drainage of gray water (the drain hose reaches 100 feet)
- Contact information for City staff in the event of electrical needs, restroom supplies, etc.
- Street markings (spray paint) for shower truck, shuttle bus, etc. We will work with Public Works on location
- Use of City megaphones.
- Approval of an emergency plan in case of inclement weather which includes relocating everyone to the Community Center.
- City staff placing extra picnic tables in Minnesota Square Park.

- Assistance with traffic control at intersections as riders are entering and leaving the city.
- Bike parking area with fencing large enough for 750 bikes.
- Permission for overnight camping in Minnesota Square Park for up to 350 tents.
- Permission for live music from 3-9:30 p.m. in Minnesota Square Park.
- A Police Officer directing traffic at Hwy. 22 and Hwy. 169 from 6 a.m.-7 a.m. on Thursday, July 17th.

Staff has discussed the request with Chamber President Ed Lee and recommend approval as provided for in the proposed resolution.

**FISCAL IMPACT:**

The approximate cost to the City for providing this assistance is \$3,000.

**ALTERNATIVES/VARIATIONS:**

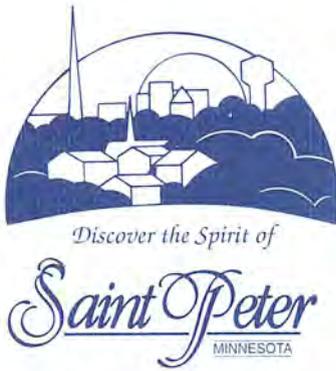
Do Not Act: No further action will be taken without additional direction from the Council.

Denial: The Chamber of Commerce will be told that no City assistance will be provided for the event.

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

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

TP/bal



Area Chamber of Commerce  
and  
Tourism and Visitors Bureau

101 South Front Street  
Saint Peter, MN 56082-2500

June 6, 2014

Todd Prafke  
Administrator  
City of Saint Peter  
227 S. Front Street  
Saint Peter, MN 56082



Dear Todd:

During the week of July 13-19, 2014, MS The Ride Across Minnesota (TRAM) will have 750 to 1000 bicyclists traveling from Pipestone to Welch Village. The bicyclists will be overnighing in Saint Peter on Wednesday, July 16. The TRAM task force, under the leadership of Bob Southworth, has been meeting on a regular basis to plan for the overnight. We have reserved Minnesota Square Park for July 16 and the morning of July 17. In past years the Chamber and organizers of the TRAM event have appreciated the assistance provided by the City of Saint Peter and its staff. The Chamber respectfully requests assistance for the 2014 event as outlined below.

Wednesday, July 16

1. Police patrol the route for safety (see attached map). Riders will begin arriving by 11 a.m. with all riders arriving in Saint Peter by 4 p.m.
2. 6:00 a.m.: No parking cones on all streets around Minnesota Square Park. We will monitor who can use the street area for parking, for example: shower truck, TRAM officials, shuttle bus, etc.  
Could Police Reserve assist?
3. 9:00 p.m. – overnight to 5 a.m. Police Reserve (2) to monitor bicycle storage area. (I have contacted Chief Peters and he has forwarded this request to the leader of the Police Reserve. We are aware of the charge of \$20 per hour per person for this service.)
4. Check and activate all electricity in Minnesota Square Park.
5. Make available needs for the shower truck –
  - a) Potable water from a fire hydrant within 100 feet of the shower truck
  - b) Means for drainage of gray water (the drain hose reaches 100 feet)
6. Procedure for contacting City staff in the event of electrical needs, restroom supplies, etc.



507-934-3400 800-473-3404 Fax 507-934-8960

[www.tourism.st-peter.mn.us](http://www.tourism.st-peter.mn.us)  
e-mail: [spchamb@hickorytech.net](mailto:spchamb@hickorytech.net)

42



7. Street markings (spray paint) for shower truck, shuttle bus, etc. We will work with Public Works on location
8. Use of City megaphones.
9. Approval of our emergency plan - in case of inclement weather, we will move everyone to the community center.
10. Extra picnic tables placed in Minnesota Square Park.
11. Assistance with traffic control at intersections as riders are entering and leaving the city.
12. Bike parking area with fencing large enough for 750 bikes.
13. Permission for overnight camping in Minnesota Square Park for up to 350 tents.
14. Permission for live music from 3-9:30 p.m. in Minnesota Square Park.
15. A police officer directing traffic at Hwy. 22 and Hwy. 169 from 6 a.m.-7 a.m. on Thursday, July 17.

Thursday, July 17

Riders will be leaving about 6 a.m. We will have people on Third St. from Minnesota Square Park to Jefferson Ave. monitoring traffic. We have learned from MS that riders will travel Highway 22 out of town.

Additional information

Each day cyclists will be on the road between 6:00 and 8:30 a.m. Although official start time each day is 6:00 a.m., some riders begin earlier at their own risk. MS TRAM has staggered starting times to maximize safety on the tour. Cyclists will typically arrive in a host city between 10:00 a.m. and 4: p.m. with a few riders arriving before and after these times. The route closes at 5:00 p.m. each day.

Thank you for your consideration of these requests. Please let me know if you have questions or need additional information. Bob Southworth and I will meet with you at your convenience to address any concerns.

Sincerely



Ed Lee  
Executive Director

Attachment

cc: Matt Peters, Chief of Police  
Lew Giesking  
Bob Southworth

Sanitation Committee  
Continued

F41

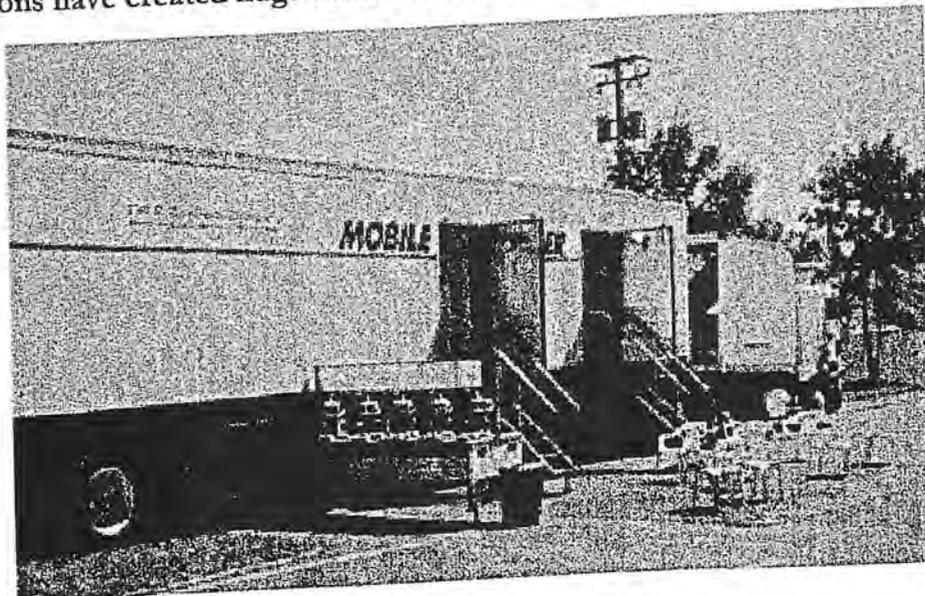
noon. The truck will remain open until at least 8:00 p.m. and possibly later at the discretion of the driver.

Additional shower possibilities include on-site facilities, high schools, YMCAs, swimming pools, etc. and should be on the shuttle bus route if not within walking distance. Towns should agree at the Host City Summit Meeting in February 2014 if a fee should be charged for the alternative showers.

2013 site requirements for the shower truck were as follows. If we happen to contract through a new vendor in 2014 and these specs change, we will notify you immediately.

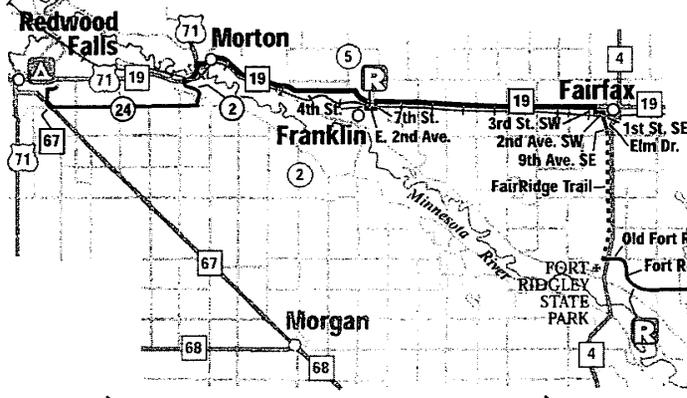
- The semi-truck and trailer is the largest vehicle allowed on the interstate. It is 65' in length, 9'6" wide with outside mirrors and 13'6" in height. It weighs an estimated 28 tons and cannot cross over bridges that cannot handle this weight.
- The shower truck needs approximately 100' x 100' (four basketball courts). If the shower truck can pull in and out without having to turn around, it can use less space.
- The shower truck needs to be level so the gray water can drain properly.
- The shower truck needs to be placed on concrete, asphalt or hard-packed gravel because it will sink in grass or other soft surfaces. (The MS Society suggests that the truck park on a hard surface but next to grass if possible. Waiting in line on an asphalt parking lot is very miserable for the riders!)
- Potable water from a fire hydrant needs to be within 100 feet from where the truck is parked for the hoses to reach.
- If water is not available on-site, the tractor can detach from the shower truck and travel up to 30 minutes round-trip. *This should be a last resort!* If the water needs to be transported, the tractor must have room to drive in and out without endangering the riders waiting in line.
- The gray water needs to be dumped into a sewer system or storm drain. The sewer drain hose is 2 5/8" (4") in outside diameter and reaches 100 feet.

Please double-check these requirements BEFORE the day of arrival. Many good intentions have created huge disasters when these specifications are not met.



**DAY 3: WEDNESDAY, JULY 16, 2014**  
**69.6 MILES**  
**REDWOOD FALLS TO ST. PETER**

See Redwood Falls Detail Map on page 7.



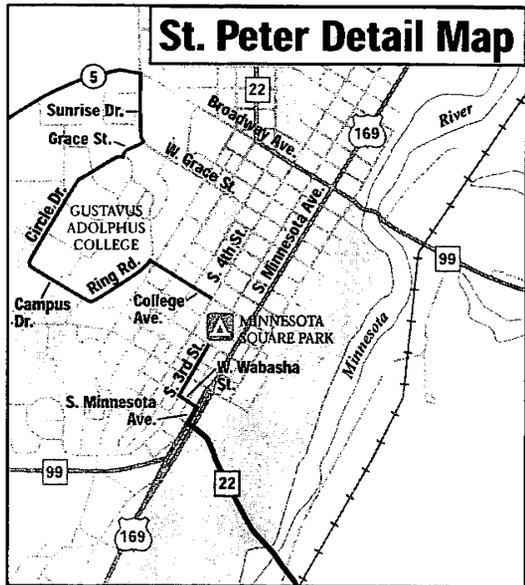
MILEAGE BETWEEN REST STOPS ACCUMULATED MILEAGE	ACTION TO BE TAKEN
0.0	Leave Redwood Falls Community Center & head southwest on E. Cook St.
0.4	Turn left & head southeast on S. Dekalb St.
0.8	Turn left onto MN-67 E.
0.8	Head southeast on MN-67 E. toward County Rd. 24.
0.9	Turn left & head east on County Rd. 24.
5.9	Turn left at Casino and head north on County Rd. 2.
6.0	Head north on County Rd. 2 toward MN-19 W./US-71.
7.1	Turn right onto MN-19 E./US-71 N.
8.0	Keep right & head northeast on MN-19 E.
8.1	Continue straight through Morton on MN-19 E.
14.0	Turn right onto 4th St. in Franklin.
14.1	Head south on 4th St. toward E. 2nd Ave.
14.1	Railroad Crossing.
14.2	Turn left onto E. 2nd Ave.

8.

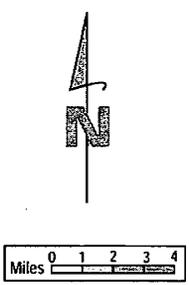
MILEAGE BETWEEN REST STOPS ACCUMULATED MILEAGE	ACTION TO BE TAKEN
14.2	14.2 <b>Rest Stop #1</b> at Franklin City Park. Mission Stars Rest Stop in honor of Dudley Parsons.
14.3	Head east on E. 2nd Ave. and turn left onto 7th St. toward MN-19 E.
14.4	Railroad Crossing.
14.5	Turn right onto MN-19 E. and head east.
21.9	Turn right onto 3rd St. SW toward 2nd Ave. SW in Fairfax.
22.1	3rd St. SW turns slightly left and becomes 2nd Ave. SW.
22.2	Head east on 2nd Ave. SW.
22.4	Turn right onto 1st St. SE.
22.6	Slight left onto Elm Dr.
22.9	Turn right onto 9th Ave. SE.
23.0	Sharp right onto FairRidge Trail.
23.1	Head south on FairRidge Trail.
27.4	Cross MN-4 onto Old Fort Rd./County Rd 5.
28.0	Head east on 600th Ave./County Rd. 5/Old Fort Rd.
14.4	28.6 <b>Rest Stop #2</b> at Jerry Reichel Property.

MILEAGE BETWEEN REST STOPS ACCUMULATED MILEAGE	ACTION TO BE TAKEN
28.7	Continue to follow Old Fort Rd.
10.1	38.7 <b>Rest Stop #3</b> at St. George Catholic Church. Mission Stars Rest Stop in honor of Jim Christopherson.
38.7	Head east on County Rd. 5/Old Fort Rd. Continue to follow Old Fort Rd.
44.5	Cross MN-15. <b>Watch for Traffic.</b>
12.3	51.0 <b>Rest Stop #4</b> at Swan Lake Lutheran Church.
51.0	Head east on County Rd. 5/Fort Rd. Continue to follow Fort Rd.

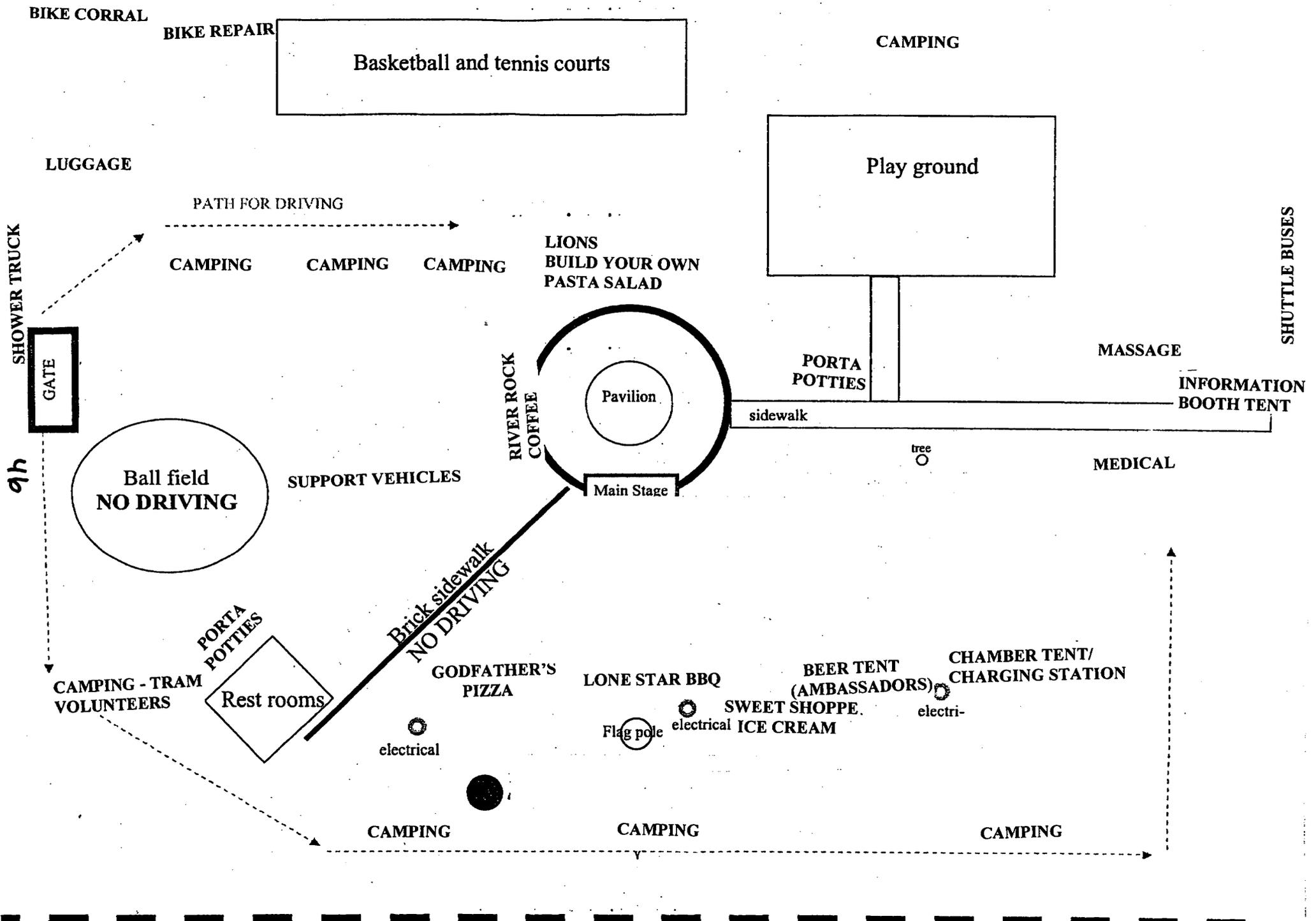
9.



MILEAGE BETWEEN REST STOPS ACCUMULATED MILEAGE	ACTION TO BE TAKEN
12.2	63.2 <b>Rest Stop #5</b> at Teryjon Aviation.
63.2	Head southeast on Fort Rd./Old Fort Rd.
67.1	Continue onto Broadway Ave.
68.0	Turn right onto Sunrise Dr.
68.2	Turn right onto Grace St.
68.2	Keep right & head southwest on Grace St./Circle Dr.
68.8	Circle Dr. turns into Campus Dr.
69.1	Campus Dr. turns into Ring Rd.
69.3	Turn right onto College Ave.
69.6	Finish at Minnesota Square Park.



Sh



Minn. Ave./Highway 169

**Barbara A. Luker**

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**From:** Ed Lee <spchamberpres@hickorytech.net>  
**Sent:** Wednesday, July 09, 2014 11:31 AM  
**To:** Barbara A. Luker  
**Subject:** Mosquito spraying for TRAM

Dear City of St. Peter Staff:

Please consider spraying for mosquitoes in Minnesota Square Park in advance of our TRAM event Wednesday, June 16, 2014. Thanks.

-Ed Lee  
St. Peter Area Chamber of Commerce, executive director

----- Original Message -----

**Subject:** RE: St. Peter Chamber Monday Memo FYI  
**Date:** Wed, 9 Jul 2014 11:18:15 -0500  
**From:** Barbara A. Luker <barbaral@saintpetermn.gov>  
**To:** 'Emily Peck' <spchamb@hickorytech.net>

Are you guys going to make a formal request for mosquito spraying in the park for TRAM? If so, we need that in writing also. Thanks.

Barbara A. Luker  
City Administrator's Office  
City of Saint Peter  
227 South Front Street  
Saint Peter, Minnesota 56082  
(507)934-0663  
(507)934-4917 (fax)  
[www.saintpetermn.gov](http://www.saintpetermn.gov)<<http://www.saintpetermn.gov>>

[cid:image001.jpg@01CF9B67.7A936310] <<https://www.facebook.com/CityofSaintPeter#!/CityofSaintPeter>>

\*\*\*PLEASE NOTE - E-mail correspondence to and from the City of Saint Peter may be considered public information under the Minnesota Data Practices Act, and as such, may be released to third parties.

From: Emily Peck [<mailto:spchamb@hickorytech.net>]  
Sent: Monday, July 07, 2014 4:38 PM  
To: Mayor Council  
Subject: St. Peter Chamber Monday Memo FYI

[<http://chambermaster.com/directory/servlet/blank.gif?CCID=670&CorrespondenceID=213437>]  
This email was sent on behalf of St. Peter Area Chamber of Commerce by ChamberMaster, 24400 Smiley RD Ste. 4, Nisswa, MN 56468. To unsubscribe click here<<http://stpeterareachamber.chambermaster.com/directory/jsp/correspondence/dlg/PublicEditOptOut.jsp?ccid=670&correspondenceID=213437&id=zrNR0zAs1%2FP9GQW9d54tms%2BOMzaY4N3fmf%2FSHLAJOVA%3D>>. If you have questions or comments concerning this email or ChamberMaster services in general, please contact us by email at [support@chambermaster.com](mailto:support@chambermaster.com)<<mailto:support@chambermaster.com?subject=Comments%20regarding%2>

**CITY OF SAINT PETER, MINNESOTA**

**RESOLUTION NO. 2014 -**

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

**RESOLUTION APPROVING CITY ASSISTANCE FOR THE RIDE ACROSS MINNESOTA  
(TRAM)**

WHEREAS, the Chamber of Commerce has requested City assistance for The Ride Across Minnesota (TRAM); and

WHEREAS, up to 1,000 bicyclists are expected to overnight in Saint Peter during the stop; and

WHEREAS, Saint Peter has hosted TRAM riders in past years and the riders have been complimentary of their accommodations in Minnesota Square Park and the welcome received from community members; and

WHEREAS, the entertainment and vendor offerings are open to the community and the Chamber has invited the public to the park to join the bicyclists in the activities; and

WHEREAS, staff has met with TRAM organizers and recommend approval of the request.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SAINT PETER, NICOLLET COUNTY, MINNESOTA, THAT: the Chamber of Commerce's request for City assistance for the July 16th TRAM event in Minnesota Square Park is hereby approved as follows:

- Police patrol of the TRAM route into Saint Peter for the period 11 a.m. - 4 p.m. on July 16th.
- City staff to provide for mosquito spraying in Minnesota Square Park prior to the event.
- "No parking" designation on all streets around Minnesota Square Park with use reserved for TRAM officials, the shower truck, shuttle bus, etc... This designation shall begin at 6:00 a.m. on the 16th and end when the TRAM vehicles leave Saint Peter. "No Parking" signage/cones shall be provided at the park by Public Works staff.
- Assistance from Police Reserves (2) to monitor bicycle storage area beginning July 16th at 9:00 p.m. through 5:00 a.m. on July 17th. Cost for the Police Reserve assistance, which shall be determined by the Chief of Police, shall be paid by the Chamber of Commerce.
- City staff check and activate all electricity in Minnesota Square Park.
- Provide access to potable water from a fire hydrant within 100 feet of the shower truck and provide a method for drainage of gray water (the drain hose reaches 100 feet) from the shower truck into the City's sanitary sewer system.
- Use of City megaphones.
- Approval of an emergency plan in case of inclement weather which includes relocating TRAM participants to the Community Center.
- City staff placing extra picnic tables in Minnesota Square Park.
- Assistance with traffic control at intersections as riders are entering and leaving the city.

- Designation of bike parking area within Minnesota Square Park with fencing large enough for 750 bikes.
- Permission for overnight camping in Minnesota Square Park for up to 350 tents.
- Permission for live music from 3-9:30 p.m. in Minnesota Square Park.
- A Police Officer directing traffic at Highways 22/169 from 6:00 a.m.- 7:00 a.m. July 17th.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 14th day of July, 2014.

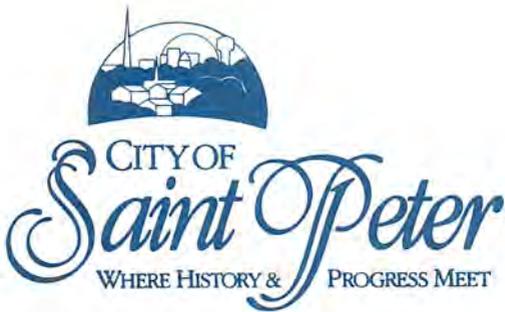
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Timothy Strand  
Mayor

ATTEST:

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Todd Prafke  
City Administrator



## Memorandum

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

**DATE:** 7/10/2014

**FROM:** Todd Prafke  
City Administrator

**RE:** City Assistance Request: Rock Bend Folk Festival

### ACTION/RECOMMENDATION

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

### BACKGROUND

Organizers of the Rock Bend Folk Festival have requested City assistance for their annual event to be held in Minnesota Square Park on September 6<sup>th</sup> and 7<sup>th</sup>. The request is similar to that made in previous years and includes:

- Use of Minnesota Square Park on September 3-8, 2014 for the festival, setup of festival equipment, stage, etc... and take down.
- Use of City electricity during the event.
- Use of picnic tables.
- Installation of a tent in the park contingent upon following Gopher State One Call regulations.
- Use of the park restroom facilities, including supplies and use of a restroom key.
- Use of a gate key
- Requesting on-site security from Police Reserves on September 6<sup>th</sup> and 7<sup>th</sup>. Costs associated with providing Police security shall be paid by the Rock Bend Folk Festival organization. The costs shall be determined by the Chief of Police.
- Authorization for signage to be installed along West Elm Street that would provide for three additional handicapped parking spaces.
- Access to the Public Works site where Rock Bend items are stored in the Chamber building.
- Asking the City to act as fiscal agent for the Festival's grant application.

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

- All publicity concerning the event shall include notice of dogs not being allowed in the park and Rock Bend officials must notify anyone with a dog in the park of the need to remove the animal as stipulated in City regulations.
- Rock Bend Folk Festival shall notify all drink and food vendors of the need to obtain the appropriate City, County and/or State licensure by no later than August 25th.
- Rock Bend Folk Festival officials will be responsible to ensure that vendors have no more than one vehicle in the park and other vehicles in the park shall be limited as directed by City staff. The public shall not be allowed to park inside the park.
- Access to the Public Works site shall be limited to normal business hours only. Should Rock Bend officials need access to the site during non-business hours, Rock Bend will be required to pay all call-out charges for City staff.
- Prior to the event Rock Bend must provide a certificate of insurance naming the City as an additional insured in the amount of \$1,500,000 for a single occurrence.
- Rock Bend must provide for refuse disposal, additional restroom facilities as required and disposal of any and all waste and debris resulting from the event.
- Rock Bend officials must return the park to pre-event condition.
- Trudi Olmanson will be the only authorized key holder for the restroom and gate keys.

The show license for this event has previously been approved by the Council.

**FISCAL IMPACT:**

The expected cost for the requested assistance will be \$5,500 including staff time, materials, and ongoing fiscal assistance.

**ALTERNATIVES/VARIATIONS:**

No vote: No further action will be provided without City Council approval. As the show license has already been approved, the event will be allowed continue, but without City assistance.

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

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

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

TP/bal

May 14, 2014

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



Hi Todd:

Well, we are planning away, and Rock Bend Folk Festival (RBFF) # 24 is approaching.

This year's Festival will be Sept. 6th and 7th, 2014.

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

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

The park is reserved for the Festival. Our set-up needs were addressed in Trudi's communications with the parks department folks. We'll need to access Minnesota Square Park on Tuesday evening 9/2, after 4 PM, for initial drop-off of equipment and supplies. We'll be in the park doing stage set-up, tents, etc. on 9/3, 9/4, and helping vendors on 9/5. Take down will occur Monday 9/8 starting after 3:30 PM.

**Support and Requests include:**

- Permission to use the support pillars along Minnesota Ave in front of the park. RBFF will do the attaching of the 3 banners to the pillars. We anticipate doing that about 8/22/14 or so. We will complete the application and pay the fee prior.
- The City has reserved Minnesota Square Park for Rock Bend Folk Festival use for the purpose of setting up and conducting the Rock Bend Folk Festival. The City of St. Peter donates the park and electricity for set-up and on the weekend of Sept. 6th and 7th, and has a service electrician available for assistance should there be electrical problems. We would appreciate phone contact numbers for the electrician and any City liaison (has been Tim Mayo), to facilitate service and minimize problems. RBFF lists the City of St. Peter as a festival co-sponsor in programs, grants, and literature.
- It would be helpful if City staff could check the various outlets in the park and verify they are all working before Wed. 9/3, so there is time for repairs if any are not working. There were some electrical problems last year. To remain proactive, we will be asking vendors to consider reducing their electrical needs slightly, and we are encouraging them to bring their own generators. We have not always been able to get electricity back on in a timely manner, and want them to realize they may be without power at times if they do not do these steps.
- The City also allows use of the park picnic tables. It was helpful last year the way the City Park's Staff scattered picnic tables in a semi-circle about 100 feet out from the pavilion on the Highway 169 side, and 10 picnic tables along College Ave by the smaller stage. We also use 4 picnic tables in the Pavilion, and about 5 along the Elm St side in the lower level of the Pavilion.

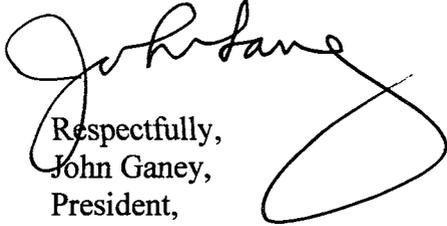
- The City donates the use of the bathrooms, and leaves a plunger and toilet paper supplies available in the supply room. The City allows the Festival to use the key to the park and to the supply room for the Festival. A Festival Board member (Trudi Olmanson) picks up the key on Tuesday 9/2/14 from the City. The City fills the soap dispensers in the bathrooms before the weekend for the Festival.
- Rock Bend will do set-up and tear down in the week prior to, and the day after, the Festival weekend. We will begin set-up on Tuesday 9/2 and will continue on Wednesday and Thursday and Friday until done. We plan to complete dismantling our stages and tents on Monday night 9/8.
- RBFF will request overnight security on 9/6 into 9/7 from the St. Peter Police Reserves as always. We've been paying \$ 110 to the reserves for this.
- If the City will be having police presence at the festival again this year, we would like to know the plan and costs, for our budgeting purposes.
- RBFF has arranged for garbage capacity and disposal with Waste Management.
- Per our discussions the last two years, Vendors are expected to obtain a license from the City, and this is noted on their vendor agreement with the Festival.
- Dogs are not allowed in the park per City Ordinance. This is announced, is in all of our schedules and literature, and we inform any dog owners we find of the City Ordinance and ask them to leave the park. Per our discussions with the Chief of police, we will not call the police to report dogs.
- Vehicle access to the park will be limited and controlled as per the plan.
- Access to the Public Works site – we need to get into the Chamber's building for our equipment on Tuesday 9/2. Being completely done and out of that site by 5 PM has been difficult. Same with returning supplies to the building on 9/8 late evening. Again, if we could have a contact person in the City with access to that site to help us, it would not tie up the police or your staff person in the Public Works Office. Tim Mayo was that person last year and that worked fine.
- Last year the Police Department set up 3 additional handicapped spaces along Elm Street near the sidewalk by Highway 169. These spaces were used, so we would like to request this happens again on 9/6 and 9/7/14.
- If City Council approval is granted, RBFF will apply for a Show license for the use of Minnesota Square Park.
- The festival will arrange for insurance as per the request of the City.

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

We are actively planning for this year's Festival, and anticipate another wonderful two days of fun, music, food, and crafts in the best park in the area. We will wait for word from you as to when you wish to meet with representatives of the Festival.

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

On a related matter, Kris sits on the Committee for the City plans for redoing the Pavilion. We remain interested in working with the City in planning for the new Pavilion, and for possible alternative sites for the year when the Pavilion is built (if needed). Next year will be the 25'th year for Rock Bend Folk Festival, and we are planning for a special festival – so we'd like to know if the Pavilion will be re-built especially next year.

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

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

**CITY OF SAINT PETER, MINNESOTA**

**RESOLUTION NO. 2014 -**

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

**RESOLUTION AUTHORIZING CITY ASSISTANCE FOR ROCK BEND FOLK FESTIVAL**

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

WHEREAS, the organizers have requested City assistance; and

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

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

1. The request submitted by Rock Bend Folk Festival organizers for City assistance for the 2014 festival is hereby approved and shall include:
  - Use of Minnesota Square Park on September 3-9, 2014 for the festival, setup of festival equipment, stage, etc... and takedown of equipment.
  - Use of City electricity during the Use of picnic tables.
  - Installation of a tent in the park contingent upon following Gopher State One Call regulations.
  - Use of the park restroom facilities, including supplies and use of a restroom key and use of a gate key with the authorized key holder being Trudi Olmanson.
  - Provision of on-site security by Police Reserves on September 6th and 7th. Costs associated with providing Police security shall be paid by the Rock Bend Folk Festival organization. The costs shall be determined by the Chief of Police.
  - Use of signage to be installed along West Elm Street that would provide for three additional handicapped parking spaces on September 6th and 7th.
  - Access to the Public Works site where Rock Bend items are stored in the Chamber building with the contingency stated below.
  - The City acting as fiscal agent for the Festival's grant application.
  
2. Said assistance shall be provided contingent upon the following:
  - All publicity concerning the event shall include notice of animals not being allowed in the park. Rock Bend organizers shall also inform anyone with an animal in the park of the need to remove the animal as stipulated in City regulations.
  - Rock Bend Folk Festival shall notify all drink and food vendors of the need to obtain the appropriate City, County and/or State licensure by no later than August 25th.
  - Rock Bend Folk Festival officials will be responsible to ensure that vendors have no more than one vehicle in the park and other event related vehicles in the park shall be limited as directed by City staff. The public shall not be allowed to park within the park.
  - Access to the Public Works site shall be limited to normal business hours only and must be arranged through the City's Maintenance Superintendent. Should Rock Bend officials need access to the site during non-business hours, Rock Bend will be required to pay all call-out charges for City staff.
  - Rock Bend providing for refuse disposal, additional restroom facilities as required and disposal of any and all waste and debris resulting from the event.
  - Rock Bend providing for return of the park to pre-event condition.

- Prior to the event Rock Bend Folk Festival shall provide to the City a certificate of insurance naming the City of Saint Peter as an additional insured in an amount not less than \$1,500,000 per occurrence.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 14th day of July, 2014.

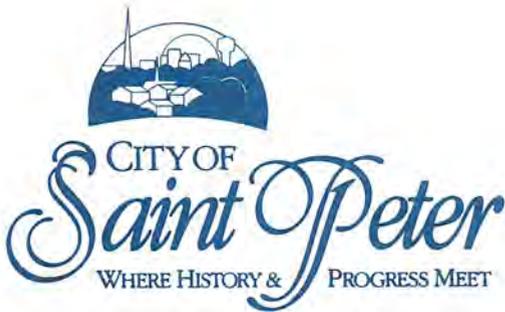
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Timothy Strand  
Mayor

ATTEST:

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Todd Prafke  
City Administrator



## Memorandum

**TO:** Todd Prafke  
City Administrator

**DATE:** July 8, 2014

**FROM:** Lewis Giesking  
Director of Public Works

**RE:** Orchard Ridge Sanitary Sewer Extension

### **ACTION/RECOMMENDATION**

Accept an 8" sanitary sewer main extension as constructed in Orchard Ridge Subdivision by Drummer Development.

### **BACKGROUND**

Drummer Development purchased and is in the process of developing a portion of the Orchard Ridge Subdivision located east of Gault Street and north of Highway 22 (Dodd Road). In order to serve the redesign of homes in the northeast area of the development, a new 8" sanitary sewer main line needed to be extended by approximately 189'. The new public main will serve nine new homes.

Drummer Development provided plans and specifications that were reviewed and approved by City staff. The main extension project was submitted to the Minnesota Pollution Control Agency and was approved. The 8" PVC sewer line was installed and inspected by City staff; the line was tested and visually observed using a sewer camera. The line met all City testing criteria.

Included is a copy of the recorded easement identifying where the line was installed so that City staff will have proper access to maintain the line in the future. Staff recommends that the installation be approved and that the City assume ownership and maintenance responsibilities. The City has undertaken this type of process and ownership in the past. It should only be done when planned for and anticipated as was the case with this installation. We should not take ownership in situations where the City has not been involved in the preplan, planning and installation process.

### **FISCAL IMPACT:**

None at this time. The cost to install the line was the responsibility of the developer.

### **ALTERNATIVES AND VARIATIONS:**

Vote in favor: Staff will inform the Developer that the line was accepted by Council.

Negative vote: Staff will wait for further instructions.

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.

No delinquent taxes and Transfer entered on August 14, 2013  
Certificate Real Estate ( ) filed ( X ) not required  
Deed Tax Paid: \$ 1.65  
Current Property Tax ( ) Exempt ( X ) Paid in full  
(MS 272.121)  
Bridgette M Kennedy,  
Nicollet County Auditor-Treasurer, signed by RR



KATHRYN CONLON  
County Recorder  
Nicollet County, Minnesota

Document No. 303751

Certified Recorded on 08-14-2013 at 12:55 PM  
Well Certificate: # Pages 3  
Rec'd: MICHAEL AND JULIE DRUMMER Fee: \$ 46.00

(Top 3 inches reserved for recording data)

QUIT CLAIM DEED  
Individual(s) to Business Entity

Minnesota Uniform Conveyancing Blanks  
Form 10.3.2 (2011)

DEED TAX DUE: \$ 1.65

DATE: August 13, 2013  
(month/day/year)

FOR VALUABLE CONSIDERATION, Michael A. Drummer and Julie K. Drummer, husband and wife  
(insert name and marital status of each Grantor)  
("Grantor"),

hereby conveys and quitclaims to the City of Saint Peter, Minnesota  
(insert name of Grantee)

a municipal corporation under the laws of the State of Minnesota ("Grantee"),  
real property in Nicollet County, Minnesota, legally described as follows:

A non-exclusive easement for utility purposes 20.00 feet in width over, under and across that part of Lot 19, Block Three, Orchard Ridge 2nd Addition, as more fully described in the attached Easement Drawing;

This is a grant of easement only and does not convey fee title to the property described.

The consideration for this deed is \$500.00 or less;

### WELL CERTIFICATE

Check here if all or part of the described real property is Registered (Torrens)

RECEIVED \_\_\_\_\_  
NOT REQUIRED X

together with all hereditaments and appurtenances belonging thereto.

Check applicable box:

- The Seller certifies that the Seller does not know of any wells on the described real property.
- A well disclosure certificate accompanies this document or has been electronically filed. (If electronically filed, insert WDC number: \_\_\_\_\_)
- I am familiar with the property described in this instrument and I certify that the status and number of wells on the described real property have not changed since the last previously filed well disclosure certificate.

Grantor

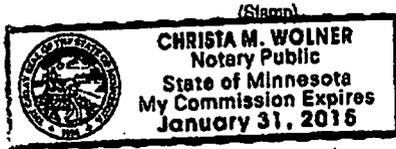
(signature) Michael A. Drummer

(signature) Julie K. Drummer

State of Minnesota, County of Blue Earth

**303751**

This instrument was acknowledged before me on August 14, 2013, by Michael A. Drummer and Julie K. Drummer,  
*(month/day/year)*  
husband and wife  
*(insert name and marital status of each Grantor)*



Christa M. Wolner  
*(signature of notarial officer)*

Title (and Rank): \_\_\_\_\_

My commission expires: January 31, 2015  
*(month/day/year)*

THIS INSTRUMENT WAS DRAFTED BY:  
*(insert name and address)*

Robert J. Winzenburg  
Attorney at Law  
P.O. Box 211  
Mankato, MN 56002-0211

TAX STATEMENTS FOR THE REAL PROPERTY DESCRIBED IN THIS INSTRUMENT SHOULD BE SENT TO:

*(insert legal name and residential or business address of Grantee)*  
Michael A. Drummer and Julie K. Drummer  
30 Map Drive  
Mankato, MN 56001



303751

19

GAULT STREET

30.0

30.0

OUTLOT A

POINT OF BEGINNING

105.16  
N 88°14'50" E  
(ASSUMED BEARING)

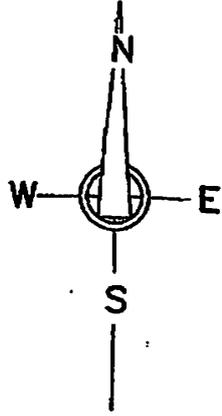
N.W. CORNER - LOT 19, BLOCK THREE,  
ORCHARD RIDGE 2ND ADDITION

NORTH LINE - LOT 19, BLOCK THREE,  
ORCHARD RIDGE 2ND ADDITION

20' WIDE UTILITY EASEMENT  
S 24°19'44" E  
180.00

BLOCK THREE

OUTLOT A  
OUTLOT B



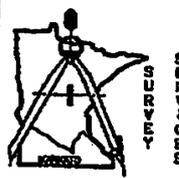
Utility Easement Description

An easement for utility purposes 20.00 feet in width, over, under and across that part of Lot 19, Block Three, Orchard Ridge 2nd Addition, according to the plat thereof, on file and of record with the Nicollet County Recorder, the center line of which is described as:

Commencing at the northwest corner of Lot 19, Block Three, Orchard Ridge 2nd Addition; thence North 88 degrees 14 minutes 50 seconds East (assumed bearing) along the north line of said Lot 19, a distance of 105.16 feet to the point of beginning; thence South 24 degrees 19 minutes 44 seconds East, 180.00 feet and there terminating.

I hereby certify that this survey, plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.

Signature: Warren P. Smith  
Print Name: WARREN P. SMITH  
Date: 6/13/13 License No. 14701



121 S. ANDREWS COURT  
SUITE 400  
BARRACLOUGH, MN 55001  
PHONE: 507-540-1000

EASEMENT DRAWING

MANGRO, MINNESOTA

LOT 19, BLOCK THREE,  
ORCHARD RIDGE 2ND ADDITION

FOR: DRUMMER, MOSE & JULIE

SCALE: 1"=40'

DATE: JULY, 2013

F&B FILE 14519

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2014 -

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

**RESOLUTION ACCEPTING SANITARY SEWER MAIN EXTENSION AND EASEMENT  
CONSTRUCTED BY DRUMMER DEVELOPMENT IN ORCHARD RIDGE SUBDIVISION**

WHEREAS, Drummer Development submitted a request for installation of an additional sewer main extension to serve property within their development in the Orchard Ridge Subdivision; and

WHEREAS, the Minnesota Pollution Control Agency is required to provide approval of sewer main projects and has approved the installation; and

WHEREAS, Drummer has provided a utility easement to the City to allow for future maintenance of the sewer; and

WHEREAS, Drummer wishes to turn ownership of the sanitary sewer main extension to the City; and

WHEREAS, as the sanitary sewer main installation meets City standards and specifications, staff recommends acceptance of the improvement.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SAINT PETER, NICOLLET COUNTY, MINNESOTA, THAT: The City Council hereby accepts the sanitary sewer main extension in Orchard Ridge Subdivision, as constructed by Drummer Development. Staff is further directed to enter into an easement agreement with the property owner providing for maintenance and other reasonable access to the constructed sewer.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 14<sup>th</sup> day of July, 2014.

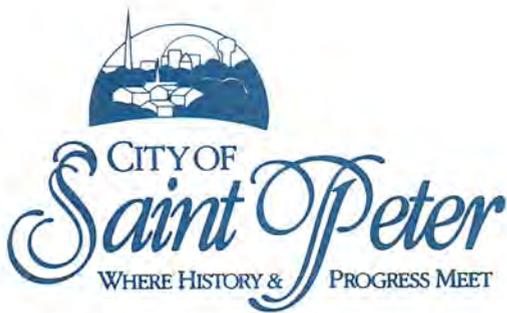
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Timothy Strand  
Mayor

ATTEST:

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Todd Prafke  
City Administrator



## Memorandum

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

**DATE:** 7/8/14

**FROM:** Todd Prafke  
City Administrator

**RE:** Business License Applications

### **ACTION/RECOMMENDATION**

Provide approval of new business license applications

### **BACKGROUND**

Several applications have been received for new business licenses.

Jason Sellner, dba Roots & Up Tree Service LLC, has submitted a Tree Worker License application in order to cut, trim, prune and remove trees, shrubs or vines in Saint Peter. A background investigation has been completed and nothing was found that would prohibit Mr. Sellner from obtaining a license.

Matthew Little, on behalf of Busties Inc. dba Busters, has submitted license applications for a Temporary Show and Temporary Soft Drink license. This application was submitted and the event was held prior to the Council meeting due to the relocation of a Rib Fest event from North Mankato to the Nicollet County Fairgrounds on June 28, 2014. The relocation of the event was necessary because of flooding issues in the original location.

I recommend approval of the license applications.

### **FISCAL IMPACT:**

None other than receipt of the permit fees.

### **ALTERNATIVES/VARIATIONS:**

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

Denial: The applicant's will be informed of the Council decision.

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

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

TP/bal

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2014 -

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

**RESOLUTION APPROVING NEW BUSINESS LICENSE APPLICATIONS**

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

**TEMPORARY SOFT DRINK**

Busties Inc. DBA Busters	Nic. Co. Fairgrounds	6/28/14
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**TEMPORARY SHOW LICENSE**

Busties Inc. DBA Busters	Nic. Co. Fairgrounds	6/28/14
--------------------------	----------------------	---------

**TREE WORKERS LICENSE**

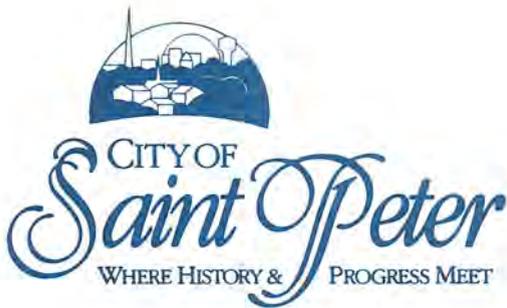
Roots & Up Tree Service LLC	City	7/8/14 – 4/30/15
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Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 14th day of July, 2014.

\_\_\_\_\_  
Timothy Strand  
Mayor

ATTEST:

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



## Memorandum

**TO:** Todd Prafke  
City Administrator

**DATE:** 07/11/14

**FROM:** Lewis Giesking  
Public Works Director

**RE:** Unbudgeted Purchase: Electric Vault Switchgear

### **ACTION/RECOMMENDATION**

Approve the unbudgeted purchase a 15kv vault switchgear system for the North Washington Avenue and Davis Street Project from WESCO Distribution Inc. in the amount of \$45,958.

### **BACKGROUND**

It is proposed to install a new electric multi-way, vault style switchgear system, 3 phase 15kv 95kv BIL unit with 12.5 kA interrupting capability at the intersection of North Washington Avenue and Davis Street to replace an existing switch. This is part of the Washington Avenue Link Project electrical work being done by the City, but was not included in the original project specifications. During construction it was determined that the switch needs to be replaced to provide clear view for traffic by the School District building which is referred to as the "MVED" building on Davis Street.

WESCO recently submitted the lowest bid for purchase of several pieces of electrical equipment for the Nicollet Avenue electrical project. Included in that bid was pricing for the same type of vault switchgear system that is being proposed for this unbudgeted purchase. As the bid was submitted so recently, staff feels confident that the lowest pricing was provided and WESCO is willing to honor that price for this individual purchase.

We have evaluated our ability to swap out one of the switchgear systems purchased for Nicollet Avenue and approved by the Council previously, however this switch location requires a different configuration than those already contracted for and ordered for Nicollet Avenue. The need is in place for all the switchgears ordered so even if a swap was proposed, the need to purchase another would still be in place, it would just help our time line.

Staff recommends purchase of the switchgear system from WESCO.

### **FISCAL IMPACT:**

This unbudgeted purchase could be funded from Electric Fund reserves. This work is not eligible for funding with the Municipal State aid or Federal funds that are funding the majority of the Washington Avenue Link Project. This will reduce the reserves but the equipment is needed

to complete the project appropriately. Delivery times are long for this type of equipment and it is possible the expenditure could occur in the 2015 year when our financial position may be slightly improved.

**ALTERNATIVES/VARIATIONS:**

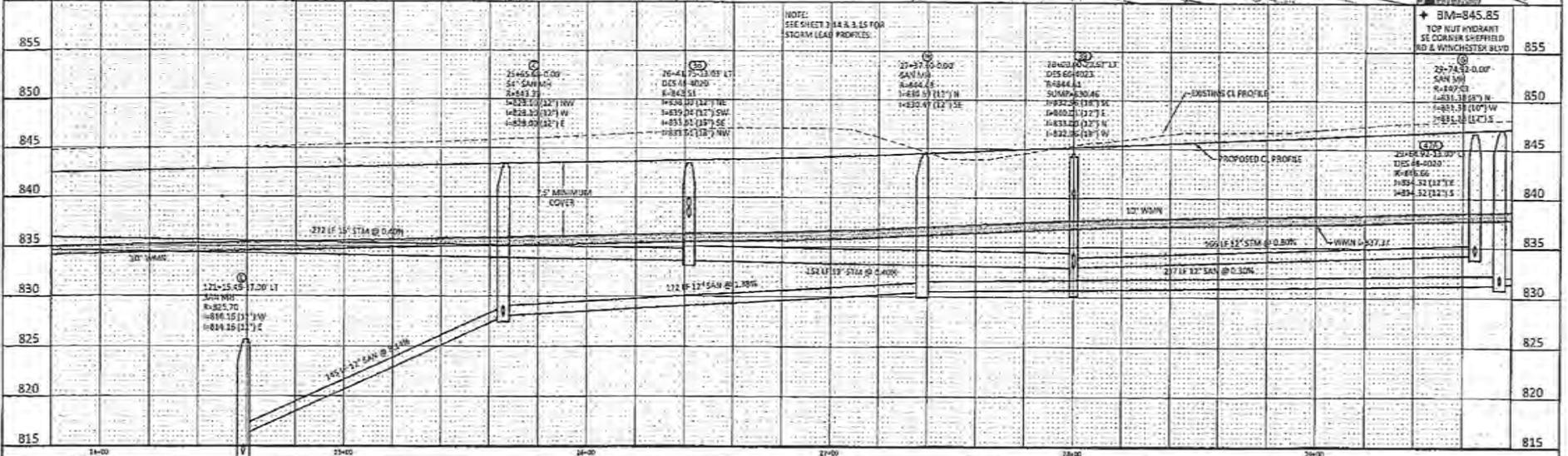
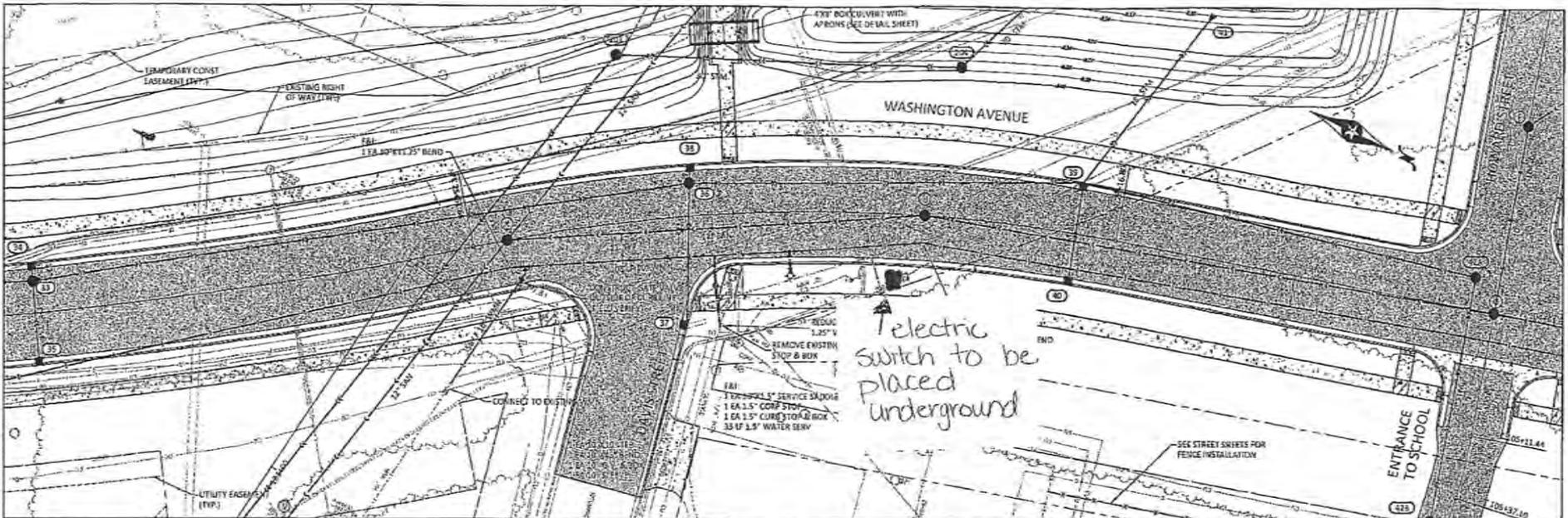
Do not act: No further action will be taken without additional direction from the City Council.

Negative Votes: No further action will be taken without additional direction from the City Council.

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.

LG



HORIZ. SCALE 		VERT. SCALE 		BOLTON & MENK, INC. Consulting Engineers & Surveyors 1000 W. WASHINGTON AVE. SUITE 100 SAINT PETER, MN 56182	CITY OF SAINT PETER, MN (165-126-005) NORTH WASHINGTON AVENUE REALIGNMENT (LINK) WASHINGTON AVENUE - UTILITY PLAN 23480 - 29480	SHEET <b>3.02</b>
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67

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2014 -

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

**RESOLUTION APPROVING UNBUDGETED PURCHASE OF ELECTRIC VAULT  
SWITCHGEAR EQUIPMENT**

WHEREAS, the City has undertaken the Washington Avenue Link Project; and

WHEREAS, during construction of this project it was determined that the existing electric vault at the intersection of North Washington Avenue and Davis Street impedes sightlines for the new roadway and needs to be replaced; and

WHEREAS, the City recently received formal bids for the purchase of electric system materials as part of the Nicollet Avenue Electric Project; and

WHEREAS, prices were included in that formal bid for a 15kv vault switchgear system which is identical to the equipment needed at the North Washington Avenue/Davis Street intersection; and

WHEREAS, the low bidder, WESCO, is willing to extend that low bid price for the purchase of the 15kv vault switchgear system for the current project; and

WHEREAS, time is of the essence in replacing this equipment to coincide with additional work that is currently being done in the boulevard for the Washington Avenue Link Project; and

WHEREAS, funding is available in the Electric Fund reserves for this unbudgeted project.

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

1. Staff is authorized to proceed with the unbudgeted purchase of 15kv vault switchgear system from WESCO Distribution, Inc. in the amount of \$45,958.
2. Funding for the purchase shall be from Electric Fund reserves.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 14th day of July, 2014.

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Timothy Strand  
Mayor

ATTEST:

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Todd Prafke  
City Administrator