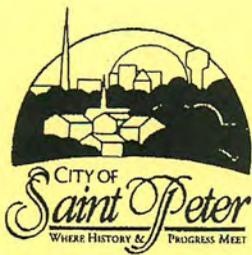


**CITY OF SAINT PETER, MINNESOTA
AGENDA AND NOTICE OF MEETING**

Regular City Council Meeting of Monday, July 28, 2014
Community Center Governors' Room - 7:00 p.m.

- I. **CALL TO ORDER**
- II. **APPROVAL OF AGENDA**
- III. **APPROVAL OF MINUTES**
- IV. **VISITORS**
 - A. Scheduling of Visitor Comments on Agenda Items
 - B. General Visitor Comments
- V. **APPROVAL OF CONSENT AGENDA ITEMS**
- VI. **UNFINISHED BUSINESS**
 - A. 2014 Old Minnesota Avenue Surface Improvements Project Bid Award
 - B. Rejection of 2014 TH 169 and Union Street Utility Improvements Bids
- VII. **NEW BUSINESS**
 - A. Unbudgeted Purchase: Computer Servers
 - B. Minimum Wage Modifications
- VIII. **REPORTS**
 - A. **MAYOR**
 - 1. "Night To Unite" Proclamation
 - 2. Others
 - B. **CITY ADMINISTRATOR**
 - 1. Highway 169 Detour
 - 2. Primary Election
 - 3. Others
- IX. **ADJOURNMENT**

Office of the City Administrator
Todd Prafke



I. **CALL TO ORDER**

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

II. **APPROVAL OF AGENDA**

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

III. **APPROVAL OF MINUTES**

A copy of the minutes of the July 14, 2014 regular meeting is attached for approval. A MOTION is in order.

IV. **VISITORS**

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

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

B. **General Visitor Comments**

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

V. **APPROVAL OF CONSENT AGENDA ITEMS**

The consent agenda, including approval of the schedule of disbursements for July 10, 2014 through July 23, 2014 are attached. Please see the attached staff reports and RESOLUTION.

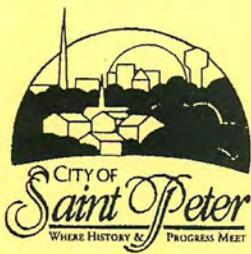
VI. **UNFINISHED BUSINESS**

A. **ADOPTION OF A RESOLUTION AWARDED BID FOR 2014 OLD MINNESOTA AVENUE SURFACE IMPROVEMENTS PROJECT**

Staff recommends award of the bid for the surface improvements work at Old Minnesota Avenue and Union Street to OMG Midwest (dba Southern Minnesota Construction). Please see the attached staff report and RESOLUTION.

B. **ADOPTION OF A RESOLUTION REJECTING BIDS FOR 2014 TH169 AND UNION STREET UTILITY IMPROVEMENTS PROJECT**

The two bids received for the utility improvements project were substantially higher than the City Engineer's estimate. Staff recommends



the bids be rejected. Please see the attached staff report and RESOLUTION.

VII. NEW BUSINESS

A. ADOPTION OF A RESOLUTION APPROVING UNBUDGETED PURCHASE OF COMPUTER SERVERS

The computer server currently being utilized for the primary domain name service and the City's Incode (financial) software is no longer supported by Microsoft. In addition, the two computer programs are not recommended to run on the same server. Staff received quotes for replacement of the non-supported server to be used for the Incode software and also recommend purchase of another smaller server for the domain service. The purchase of these services is unbudgeted, but necessary, and staff recommends the purchases be funded by utility and general fund reserves. Please see the attached staff report and RESOLUTION.

B. ADOPTION OF A RESOLUTION MODIFYING CERTAIN EMPLOYEE WAGES RELATED TO CHANGES IN MINIMUM WAGE LAWS

The State of Minnesota has approved changes to the minimum wage laws that will impact certain classifications of City employees. Staff recommends modifications be approved. Please see the attached staff report and RESOLUTION.

VIII. REPORTS

A. MAYOR

1. REPORT ON "NIGHT TO UNITE" PROCLAMATION

Mayor Strand will proclaim August 6, 2014 as "NIGHT TO UNITE DAY".

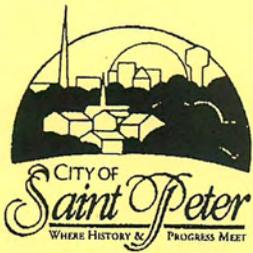
2. OTHERS

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

B. CITY ADMINISTRATOR

1. REPORT ON PROPOSED HIGHWAY 169 DETOUR

A report will be provided at this time on



2. REPORT ON PRIMARY ELECTION

The State primary election is scheduled for Tuesday, August 12th. A report will be provided at this time.

3. OTHERS

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

IX. ADJOURNMENT

Office of the City Administrator
Todd Prafke

CITY OF SAINT PETER, MINNESOTA

OFFICIAL PROCEEDINGS

MINUTES OF THE CITY COUNCIL MEETING

JULY 14, 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 July 14, 2014.

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

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

Approval of Minutes – A motion was made by Brand, seconded by Kvamme, to approve the minutes of the June 23, 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 23, 2014 regular City Council meeting is contained in the City Administrator's book entitled Council Proceedings 18.

A motion was made by Kvamme, seconded by Zieman, to approve the minutes of the June 30, 2014 special City Council meeting. With all in favor, the motion carried and the minutes were approved. A complete copy of the minutes of the June 30, 2014 special City Council meeting is contained in the City Administrator's book entitled Council Proceedings 18.

Visitors – Bob Lambert, chairperson of the Veteran's Memorial Committee, addressed the Council and read a prepared statement regarding the work of the Committee and their request to construct a Veteran's Memorial in the northeast corner of Minnesota Square Park. Lambert indicated the final recommendation for the memorial was one-third the size of the original plan (3,600 square feet) which was previously presented to the Council had originally rejected.

Eric Oleson and Eric Sahnaw of Oleson and Hobbie architects reviewed the details of the proposal which will represent all six branches of the military and the names of those within a ten (10) miles radius of St. Peter who lost their lives in service. Sahnaw reported the reduced size of the memorial would encompass .07% of the total park area and would include a public art piece symbolizing freedom that would be commissioned at a later date. Sahnaw indicated the memorial would be constructed of durable, low maintenance and vandal resistant materials utilizing Kasota stone, New Ulm Artstone, and Cold Spring granite at an estimated construction cost of \$486,000. Sahnaw also indicated the Committee would continue fundraising efforts to create an ongoing maintenance fund for the memorial.

City Administrator Prafke indicated the Council had several options available including putting the request on a future Council agenda, discussing at workshop; creating a committee to consider the request and the location; doing nothing; or even taking a voice vote.

Eric Thomas, Commander of American Legion Post #37, expressed his belief that the public knows very little about veterans and construction of the memorial would provide an educational

opportunity for local youth who will be able to learn more about war and better appreciate veterans.

Keith Keogh, 718 North Seventh Street, suggested the Council ask other groups like the Ambassadors and the Chamber what they think about the Memorial in order to help the Council make a decision. Keogh also complimented City employees on their efforts in keeping City streets fixed and in good condition.

Councilmembers discussed involving others in the decision and Councilmember Kvamme asked that discussion on whether to involve others be scheduled for the next workshop. Mayor Strand indicated City Administrator Prafke would be on vacation during the next workshop and directed Prafke to schedule the discussion for the workshop following his return.

Bruce Frey, 1103 South Washington Avenue, citing the fact that the Veteran's in the room were not getting any younger, encouraged the Council to make a decision in the near future.

Dave Johnson, 1419 Winona Street, questioned whether the discussion at a future workshop would be open to the public and how the group would find out when it is scheduled. City Administrator Prafke indicated workshop sessions of the Council are public and the agendas are posted on the City's website the Friday before the meeting. Prafke also noted he would be in touch with Chairperson Lambert about the schedule.

Mayor Strand declared a recess at 7:37 p.m. to allow the large contingent of Veterans in attendance to exit the meeting room. The meeting resumed at 7:40 p.m.

Consent Agenda – In motion by Grams, seconded by Brand, Resolution No. 2014-99 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. 2014-99 is contained in the City Administrator's book entitled Council Resolutions 20.

2013 Equipment Certificate Purchase – Police Chief Peters requested authorization to purchase replacement TASERS for the Police Department to be funded by the 2013 Equipment Certificate. Peters reported the manufacturing company had ended support (i.e. the Company's liability insurance would no longer cover the equipment) for the TASERS and they need to be replaced and the existing models returned to the company to be destroyed. Peters reported staff had been informed TASER would be discontinuing the models and that's why money was budgeted in the 2013 Equipment Certificate, however, the company had extended the deadline to the end of 2014. Peters provided additional information to the Council on how TASERS are used by Officers, how often Saint Peter Officers deploy their Tasers, and how information concerning use of a TASER is tracked through software in the unit. A motion was made by Kvamme, seconded by Brand, to introduce Resolution No. 2014-100 entitled "Resolution Approving 2013 Equipment Certificate Purchase", with the addition of language specifying the purchase also includes a data port download kit. Upon roll call, with all in favor, the Resolution was declared passed and adopted as amended. A complete copy of Resolution No. 2014-100 is contained in the City Administrator's book entitled Council Resolutions 20.

MS/GS Enterprises Revolving Loan Modification – Community Development Director Wille presented the Economic Development Authority (EDA) recommendation for approval of a request by MS/GS Enterprises to modify the terms of their revolving loan by extending the balloon payment date. Wille indicated the EDA recommendation was to extend the deadline to June 18, 2016 and to reduce the interest rate from 6.5% to 4.5% while keeping the monthly

payments the same which would allow the loan to be paid off faster. Wille noted MS/GS was current on all obligations to the City and all payments had been made on time.

Councilmember Parras questioned if a request for another extension would be made in 2016. Wille expressed his opinion that it was possible, but noted that MS/GS and the businesses being housed in the building at 907 North Swift Street (Exceed Packaging and Chippewa Packaging), had made an exceptional recovery with significant improvement in their financial situation since the recession. Councilmember Kvamme noted the two year extension was being recommended by the EDA because the applicant's bank had indicated they would be willing to revisit possible refinancing of the bank debt in two years. In motion by Zieman, seconded by Grams, Resolution No. 2014-101 entitled "Resolution Modifying The Terms Of A \$250,000 Revolving Loan Previously Provided To Mark And Geri Steele (MS/GS Enterprises)", was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2014-101 is contained in the City Administrator's book entitled Council Resolutions 20.

Stelter Revolving Loan Applications – Community Development Director Wille presented the Economic Development Authority recommendation for approval of a \$5,000 façade renovation loan at 0% interest over five years and a \$20,000 conventional revolving loan at 3% interest amortized over 10 years with a balloon payment at five years, for Keith and Carrie Stelter who are purchasing and renovating the property at 213 South Minnesota Avenue to open a fair trade goods and fine chocolates retail business. Wille reviewed the total financing package for the project which included 70.5% from Nicollet County Bank, 17.7% of owner financing, and 11.7% of City loan funds. Wille also noted the Heritage Preservation Commission had approved the proposed façade renovations. Councilmember Grams asked for additional information on the façade renovation loan program. Wille indicated the fund was developed as an incentive for downtown property owners to renovate their buildings to make the structures more in line with the original historic appearance. In motion by Zieman, seconded by Kvamme, Resolution No. 2014-102 entitled "Resolution Approving \$ Milk 5,000 Façade Enhancement Revolving Loan To Keith And Carrie Stelter To Partially Finance The Exterior Façade Renovation Of 213 South Minnesota Avenue", was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2014-102 is contained in the City Administrator's book entitled Council Resolutions 20.

In motion by Grams, seconded by Parras, Resolution No. 2014-103 entitled "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)", was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2014-103 is contained in the City Administrator's book entitled Council Resolutions 20.

City Assistance Request: The Ride Across Minnesota (TRAM) – City Administrator Prafke recommended approval of a request for City assistance for The Ride Across Minnesota (TRAM) which is a fundraising activity involving approximately 1,000 bicyclists who will be overnighing in Minnesota Square Park as part of this year's event. Chamber Director Ed Lee stated TRAM is a great opportunity to showcase the Saint Peter community. Prafke noted the public was invited to the park for the event which would include music and food vendors. In motion by Grams, seconded by Brand, Resolution No. 2014-104 entitled "Resolution Approving City Assistance For The Ride Across America (TRAM)", was introduced. Upon roll call, with all in

favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2014-104 is contained in the City Administrator's book entitled Council Resolutions 20.

City Assistance Request: Rock Bend Folk Festival – City Administrator Prafke recommended approval of a request for City assistance for the Rock Bend Folk Festival in Minnesota Square Park in September. Prafke reviewed the requested assistance which was outlined in the proposed resolution. In motion by Grams, seconded by Parras, Resolution No. 2014-105 entitled "Resolution Approving City Assistance For Rock Bend Folk Festival", was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2014-105 is contained in the City Administrator's book entitled Council Resolutions 20.

Public Infrastructure Improvement Acceptance – Public Works Director Giesking recommended acceptance of the wastewater main extension constructed by Michael and Julie Drummer in Orchard Ridge Subdivision and acceptance of a twenty foot (20') utility easement that will allow for future repairs to the main. City Administrator Prafke indicated private construction of similar public improvements have been accepted by the City as long as the improvement met City standards and staff had inspected and approved the project. A motion was made by Kvamme, seconded by Parras, to introduce Resolution No. 2014-106 entitled "Resolution Accepting Sanitary Sewer Main Extension And Easement Constructed By Drummer Development In Orchard Ridge Subdivision", with corrections to change every reference of the phrase "sanitary sewer main" to "wastewater main" as Kvamme felt "sanitary sewer" was an antiquated phrase. Upon roll call, with all in favor, the Resolution was declared passed and adopted as amended. A complete copy of Resolution No. 2014-106 is contained in the City Administrator's book entitled Council Resolutions 20.

Business License Applications – City Administrator Prafke recommended approval of the business license application for a tree worker and temporary licenses for a barbeque event that had been relocated to Saint Peter earlier in the month after flooding in a North Mankato park prevented the event from occurring in the original location. In motion by Zieman, seconded by Brand, Resolution No. 2014-107 entitled "Resolution Approving New Business License Applications", was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2014-107 is contained in the City Administrator's book entitled Council Resolutions 20.

Unbudgeted Electric Equipment Purchase – Public Works Director Giesking requested authorization for the unbudgeted purchase of a 15kv vault switchgear system from WESCO Distribution in the amount of \$45,958. Giesking indicated the switchgear at the intersection of North Washington Avenue and David Street was creating sight line issues with traffic along the new Washington Avenue Link Project and the equipment, while planned for as part of the Project, was not eligible for Municipal State Aid or Federal funds being used for other parts of the project. Giesking indicated the low bid pricing WESCO provided during a recent bid for similar equipment will be honored and funding is available in Electric Fund reserves. Giesking also noted there is a long lead time for this type of equipment and delivery would not be made before the end of the year. In motion by Kvamme, seconded by Brand, Resolution No. 2014-108 entitled "Resolution Approving Unbudgeted Purchase Of Electric Vault Switchgear Equipment", was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2014-108 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 Coalition of Greater Minnesota Cities board meeting; a Region Nine Development Commission budget meeting; the Council goal session; and a full weekend of Fourth of July and All School Reunion activities.

Mosquito Spraying – City Administrator Prafke reported that the City no longer has the capability to spray City-wide to control mosquitos and spraying is only done for certain community events during which people have the option of whether or not to attend. Prafke suggested that individuals and families provide for personal protection if they so choose.

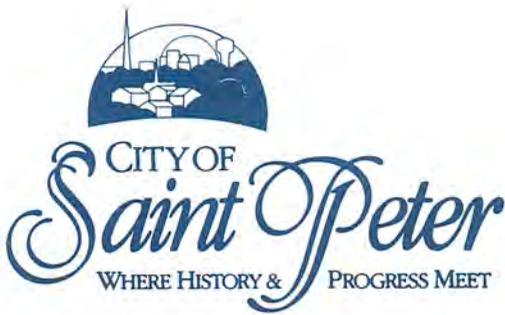
Councilmember Brand reported the Governor's Civil War Commemoration Task Force and the Nicollet County Historical Society will host a remembrance event honoring Nicollet County's Asgrim Skaro, Captain of Company D in the Ninth Minnesota Infantry, who lost his life leading a charge at the Battle of Nashville in Tennessee. The event will be held at the Greenhill Cemetery on July 19th at 10:00 a.m. and is open to the public.

There being no further business, a motion was made by Brand, seconded by Zieman, to adjourn. With all in favor, the motion carried and the meeting adjourned at 8:36 p.m.

Timothy Strand
Mayor

ATTEST:

Todd Prafke
City Administrator



Memorandum

To: Todd Prafke
City Administrator

Date: June 27, 2014

From: Lewis G Giesking *Lew*
Director of Public Works

Pete Moulton *Pete*
Water Utilities Superintendent

RE: Fire Hydrant Painting

Action/Recommendation

Authorize Scandia Consulting of Ojibwa Wisconsin to paint 100 fire hydrants for the amount of \$8,000.

Background

The City of Saint Peter water utility painted fire hydrants in 2008 and the condition of the paint on the hydrants is starting to peel and fade. Staff budgeted \$10,000 in 2013 to start an annual hydrant painting program. Staff purchased 60 gallons of hydrant paint in 2008 for \$5,100 (\$85 per gallon) of which there is 15 gallons of paint remaining (\$1,275 value). Staff inspected some of the hydrants that were painted in 2013 and the condition of the paint coating is excellent.

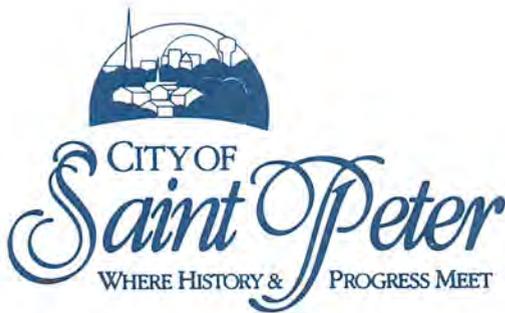
The method of prepping a fire hydrant for paint is to steam pressure wash the hydrants, power tool any surface rust and apply a primer to the bare spots, and apply the new paint with brushes and or rollers.

Quotes were obtained to paint 100 fire hydrants using the paint from the 2008 painting project. Quotes are as follows:

Contractor	Cost per hydrant	Total cost for 100 hydrants
Scandia Consulting – Ojibwa WI	\$ 80 per hydrant	\$ 8,000
Color Dynamics – Burlington ND	\$100 per hydrant	\$ 10,000
Reichel Painting Co. – Mankato MN	\$240 per hydrant	\$ 24,000

ATT Purchase Order 4255
Quotation Submittals

S:\PublicWorks\Chris\2014 Water\hydrant repainting.doc



Memorandum

TO: Todd Prafke
City Administrator

DATE: 06/26/14

FROM: Lewis Giesking
Public Works Director

RE: Ritt Street Storm Sewer Repair

ACTION/RECOMMENDATION

Authorize Chard Tiling and Excavating of Belle Plane, Minnesota to complete emergency repair on two catch basins located in front of 415 Ritt Street in the amount of \$9,580.00

BACKGROUND

During the last week heavy rain was experienced through out town. A sink hole and curb failure to two catch basins located at 415 Ritt Street became evident causing a major hole to form in the boulevard. Staff in working with Chard Tiling who is currently working on Washington Avenue plan to remove the old catch basins, install sump catch basins and replace the old pipe between the structures.

This repair is time sensitive to minimize street deterioration and needs to be fixed immediately. Chard Tiling and Excavating is already in town performing the Washington Avenue Link project and has agreed to fix these failures while in town. Staff has reviewed the unit prices supplied by Chard and find them to be within reason. Staff recommends that Chard be authorized to complete the emergency repairs.

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

FISCAL IMPACT:

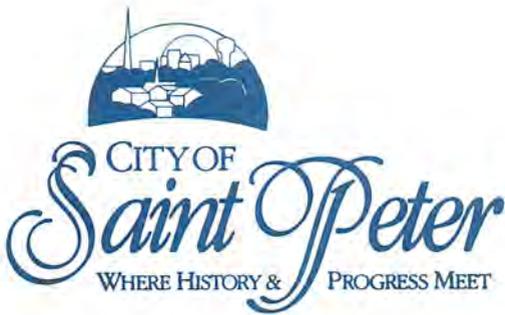
The cost for this correction will be funded from the stormwater budget. Funds are allocated for repairs and replacement of stormwater structures.

ALTERNATIVES AND VARIATIONS:

No action: Staff will wait for further instruction fro Council

Negative vote: Staff will seek alternative methods for correction.

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



Memorandum

TO: Todd Prafke
City Administrator

DATE: 07/24/14

FROM: Matt Peters
Chief of Police

RE: Consent Agenda—Patrol Sergeant Promotion

ACTION/RECOMMENDATION

Appoint Paul Hagen to the position of Patrol Sergeant at the wage rate of \$31.87 per hour.

BACKGROUND

With the retirement of Sergeant Loren Jansen, the Saint Peter Police Department Civil Service Commission initiated a process to promote a Saint Peter Police Department (SPPD) Officer to the position of Sergeant.

The candidate selected by the Saint Peter Police Department Civil Service Commission to fill the current sergeant vacancy has successfully completed the selection process. The Civil Service Commission believes he will be an excellent Patrol Sergeant for the City. Therefore, the Saint Peter Police Civil Service Commission recommends the appointment of Officer Paul Hagen to the position.

The following is a synopsis of the Sergeant promotion process:

POSITION POSTED INTERNALLY - The first step in the promotion process is the recruitment of qualified candidates. The opening was posted internally with a requirement of a minimum of five internal candidates. (Six officers applied and one later withdrew.) If five internal candidates did not apply, the vacancy would have been opened to external candidates as well.

REVIEW OF APPLICATIONS - Each candidate was required to have a minimum of 5 years of police officer experience.

VETERANS PREFERENCE - Applications are then scored for veteran's preference.

PRESENTATION TO INTERVIEW BOARD - The Civil Service Commission invited the following individuals to participate on the promotion interview panel: Dr. Paul Peterson, Superintendent District 508; Ms. Carol Brewer, Director Gustavus Adolphus College Safety and Security; Mark Carvatt, Chief of Police, St. James; and Michael Anderson, Special Agent, MN Bureau of Criminal Apprehension. Each candidate was required to conduct a presentation to the promotion board.

QUESTION/ANSWER - Each candidate was then interviewed by the promotion board.

ESSAY QUESTIONS - Each of the five candidates was required to answer essay questions.

SCORING - Candidates were given a score for their presentation, interview and essay answers.

LEADERSHIP ASSESSMENT - The top three scoring candidates were then required to participate in a leadership assessment conducted by our consulting psychologists.

CHIEF OF POLICE INTERVIEW - Following the leadership assessment, I interviewed each of the three final candidates.

CIVIL SERVICE COMMISSION RECOMMENDATION TO CITY COUNCIL - The Civil Service Commission recommends a candidate to the City Council, without regard to ranking for ratification and a formal promotion. In this case the Civil Service Commission recommends the number one scoring candidate, Paul Hagen.

As outlined in the union contract, the wage rate for Patrol Sergeant (probationary), is \$31.87 per hour. Please include this appointment on the consent agenda for the July 28, 2014 regular Council meeting.

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

MP



*Saint Peter Volunteer Fire Department
227 West Mulberry Street, Saint Peter, Minnesota 56082
507-934-1120*

Office of the Fire Chief- Ronald D. Quade

TO: Todd Prafke City Administrator
Mr. Mayor, City Council Members

DATE: 7/18/14

FROM: Ronald D. Quade
Fire Chief

RE: Recommendation to Hire Matt Ulman Captain 2

ACTION/RECOMMENDATION

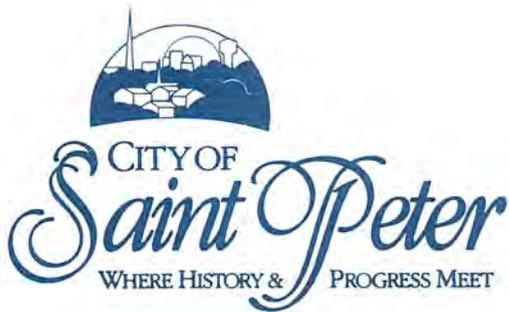
I would like to request that Matt Ulman be hired as Captain 2 for the Saint Peter Volunteer Fire Department.

BACKGROUND

The by-laws of the Saint Peter Fire Department require term limits of three years for the opportunity to rehire officer positions to give members opportunity to advance careers and become officers. This hiring procedure comes from the retirement of former Captain 2 Jerry Yushta and would carry through until January of 2015. Hiring advertisement for the position of Captain 2 was done according to City, and Saint Peter Fire Department requirements. An interview was held with Matt in which myself, Mr. Thomas Roessler Jr. (Lieutenant 2) and Mr. Darrell Pettis, (Relief Association) went over expectations of the position and reasons and questions to Matt as to his desire and expectations for filling this position. Matt meets all of the requirements through application and according to the by-laws of the Saint Peter Fire Department to continue in this position.

Respectfully:

Ronald D. Quade
Fire Chief
Saint Peter Fire Department
227 Mulberry
Saint Peter, Mn 56082



Memorandum

TO: Todd Prafke
City Administrator

FROM: Cindy Moulton
Administrative Secretary

RE: Licenses

DATE: 7/24/2014

ACTION/RECOMMENDATION

Provide approval of temporary licenses.

BACKGROUND

The St. Peter Lions Club has submitted three temporary license applications for upcoming events. They include a Temporary Wine and Temporary On Sale Beer License to allow sale of these beverages at the Rock Bend Folk Festival in Minnesota Square on September 6-7, 2014. An application was also submitted for a Temporary Gambling License for a raffle on October 21, 2014. The raffle will take place at Gustavus Adolphus College.

Please include approval of these license applications on the July 28, 2014 regular meeting consent agenda.

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

CKM

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
A. H. HERMEL WHOLESAL	vending	COMMUNITY CENTER	COMMUNITY CENTER	193.79
			TOTAL:	193.79
ADOLPH KIEFER AND ASSOCIATES	guard supplies	GENERAL FUND	SWIMMING POOL	65.85
			TOTAL:	65.85
ALL AMERICA PRESSURE WASHER MFG., INC.	pressure hose	GENERAL FUND	STREETS	25.00
	pressure hose	GENERAL FUND	PARKS	20.00
	pressure hose	WATER	ADMIN AND GENERAL	10.00
	pressure hose	WASTE WATER FUND	ADMIN AND GENERAL	10.00
	pressure hose	ENVIRON SERVICES F	ADMIN AND GENERAL	10.00
	pressure hose	ELECTRIC FUND	ADMIN AND GENERAL	25.00
			TOTAL:	100.00
ALPHA WIRELESS COMMUNICATIONS CO	july ltr radio mainteneanc	GENERAL FUND	MUNICIPAL BUILDING	59.32
	july ltr radio mainteneanc	GENERAL FUND	PUBLIC WORKS ADMIN	83.04
	july ltr radio mainteneanc	WATER	ADMIN AND GENERAL	56.83
	july ltr radio mainteneanc	WASTE WATER FUND	ADMIN AND GENERAL	51.40
	july ltr radio mainteneanc	ELECTRIC FUND	ADMIN AND GENERAL	51.41
			TOTAL:	302.00
AMERICINN	mn awwa conf hotel 2 rooms	WASTE WATER FUND	ADMIN AND GENERAL	626.32
			TOTAL:	626.32
ARROW ACE HARDWARE INC	bulb,round up	GENERAL FUND	CITY ADMINISTRATION	4.50
	bulb,round up	GENERAL FUND	CITY CLERK	4.50
	bulb,round up	GENERAL FUND	FINANCE	3.00
	bulb,round up	GENERAL FUND	POLICE	2.40
	bulbs	GENERAL FUND	POLICE	47.97
	batteries	GENERAL FUND	POLICE	15.99
	oil,tape,cable plug	GENERAL FUND	FIRE	36.64
	bulb,round up	GENERAL FUND	BUILDING INSPECTOR	1.20
	bulb,round up	GENERAL FUND	PUBLIC WORKS ADMIN	0.60
	gel control	GENERAL FUND	STREETS	1.20
	plug	GENERAL FUND	STREETS	2.40
	shovels,nuts,bolts,nozzle	GENERAL FUND	STREETS	88.93
	tape,batteries,charger	GENERAL FUND	RECREATION/LEISURE SER	40.00
	pool supplies	GENERAL FUND	SWIMMING POOL	16.63
	pool maint/paint supp,plex	GENERAL FUND	SWIMMING POOL	445.83
	pool painting supp	GENERAL FUND	SWIMMING POOL	41.96
	parts for stairs	GENERAL FUND	SWIMMING POOL	56.57
	gel control	GENERAL FUND	SWIMMING POOL	9.98
	oil,paint	GENERAL FUND	PARKS	57.70
	gel control	GENERAL FUND	PARKS	1.20
	plug	GENERAL FUND	PARKS	2.40
	bulb,round up	GENERAL FUND	ECONOMIC DEVMT	0.30
	gskt top bibbs,roundup	LIBRARY FUND	LIBRARY	25.08
	tape,clnr,batt chrgr,clnr,	COMMUNITY CENTER	COMMUNITY CENTER	87.03
	gskt top bibbs,roundup	COMMUNITY CENTER	COMMUNITY CENTER	25.09
	auto cut weed whip	WATER	PURIFICATION AND TREAT	29.95
	gel control	WATER	DISTRIBUTION AND STORA	0.60
	plug	WATER	DISTRIBUTION AND STORA	1.20
	plbg prts,seed,oil,	WATER	DISTRIBUTION AND STORA	97.16
	bulb,round up	WATER	ADMIN AND GENERAL	2.70
	blade	WASTE WATER FUND	COLLECTOR/LIFT STAT	6.49
	gel control	WASTE WATER FUND	SOURCE/TREATMENT	0.60

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	plug	WASTE WATER FUND	SOURCE/TREATMENT	1.20
	pvc,bushing,acid	WASTE WATER FUND	SOURCE/TREATMENT	26.94
	bulb,round up	WASTE WATER FUND	ADMIN AND GENERAL	2.68
	gel control	ENVIRON SERVICES F	REFUSE DISPOSAL	0.60
	wire,hose,deet,hose repair	ENVIRON SERVICES F	REFUSE DISPOSAL	47.94
	plug	ENVIRON SERVICES F	REFUSE DISPOSAL	1.20
	nipples,caps,filters	ELECTRIC FUND	POWER PRODUCTION	173.64
	bug spray	ELECTRIC FUND	POWER DISTRIBUTION	19.96
	gel control	ELECTRIC FUND	POWER DISTRIBUTION	1.20
	plug	ELECTRIC FUND	POWER DISTRIBUTION	2.40
	bulb,round up	ELECTRIC FUND	ADMIN AND GENERAL	8.09
	gel control	STORMWATER FUND	TREATMENT	0.59
	hndbx,stihl fs 56,paint	STORMWATER FUND	TREATMENT	204.97
	plug	STORMWATER FUND	TREATMENT	1.19
	tape,batteries,charger	RESTRICTED CONTRIB	RECREATION/LEISURE SER	40.43
			TOTAL:	1,690.83
BGMN, INC	fluids	GENERAL FUND	STREETS	42.42
	fluids	GENERAL FUND	PARKS	42.42
	fluids	WATER	DISTRIBUTION AND STORA	21.21
	fluids	WASTE WATER FUND	SOURCE/TREATMENT	21.21
	fluids	ENVIRON SERVICES F	REFUSE DISPOSAL	21.21
	fluids	ELECTRIC FUND	POWER DISTRIBUTION	42.42
	fluids	STORMWATER FUND	TREATMENT	21.21
			TOTAL:	212.10
BLUE EARTH COUNTY	patrol mdt's	GENERAL FUND	POLICE	450.00
			TOTAL:	450.00
LISA BOEHLKE	uniform allowance	GENERAL FUND	POLICE	54.98
			TOTAL:	54.98
BOLTON & MENK INC	staff mtgs	GENERAL FUND	STREETS	135.00
	msa	GENERAL FUND	STREETS	210.00
	staff mtgs	GENERAL FUND	PARKS	108.00
	6/6/14 wash ave link	PERM IMPROVMENT RE	STREETS	16,748.50
	6/6 n end 169 options	PERM IMPROVMENT RE	STREETS	1,326.00
	6/6 2014 old mn&st julien	PERM IMPROVMENT RE	STREETS	4,817.00
	6/6 2012 n 3rd	2013B TIF #1-18 N	ECONOMIC DEVELOPMENT	3,547.50
	staff mtgs	WATER	ADMIN AND GENERAL	54.00
	staff mtgs	WASTE WATER FUND	ADMIN AND GENERAL	54.00
	6/6 misc	WASTE WATER FUND	ADMIN AND GENERAL	65.00
	6/6 misc	ENVIRON SERVICES F	CAPITAL-GENERAL PLANT	280.00
	staff mtgs	ENVIRON SERVICES F	ADMIN AND GENERAL	54.00
	staff mtgs	ELECTRIC FUND	ADMIN AND GENERAL	135.00
	6/6 2012 br st basin	STORMWATER FUND	CAPITAL-COLL SYS/LIFT	1,467.50
	6/6 misc	STORMWATER FUND	ADMINISTRATION AND GEN	317.50
			TOTAL:	29,319.00
BRANDT LAW OFFICE	civil	GENERAL FUND	LEGAL SERVICES	2,412.75
	criminal	GENERAL FUND	LEGAL SERVICES	6,904.00
	ihn sale	2002 INDUST PARK I	ECONOMIC DEVELOPMENT	232.00
	roundabout	PERM IMPROVMENT RE	STREETS	674.25
	green valley	WATER	ADMIN AND GENERAL	58.00
	transit amentment	TRANSIT	TRANSIT/TRANSPORTATION	116.00
			TOTAL:	10,397.00

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
CARQUEST AUTO PARTS STORES	low profile mini 10a	GENERAL FUND	POLICE	4.90
	glow plug	GENERAL FUND	FIRE	81.44
	super glue	GENERAL FUND	FIRE	2.32
	oil,silicone,lamps,caps	GENERAL FUND	STREETS	26.69
	gas cap, relay	GENERAL FUND	PARKS	23.59
	oil,silicone,lamps,caps	GENERAL FUND	PARKS	26.69
	bearings	GENERAL FUND	PARKS	30.22
	belt&hose	WATER	PURIFICATION AND TREAT	119.87
	boot,wiper blades	WATER	DISTRIBUTION AND STORA	51.44
	oil,silicone,lamps,caps	WATER	DISTRIBUTION AND STORA	13.34
	oil,silicone,lamps,caps	WASTE WATER FUND	SOURCE/TREATMENT	13.34
	hose,ratchet	ENVIRON SERVICES F	REFUSE DISPOSAL	29.18
	oil,silicone,lamps,caps	ENVIRON SERVICES F	REFUSE DISPOSAL	13.34
	oil,silicone,lamps,caps	ELECTRIC FUND	POWER DISTRIBUTION	26.69
	oil,silicone,lamps,caps	STORMWATER FUND	TREATMENT	13.34
	#11 capsule	TRANSIT	TRANSIT/TRANSPORTATION	49.99
			TOTAL:	526.38
CENTRAL FIRE PROTECTION INC	extinguisher recharges	GENERAL FUND	FIRE	75.00
			TOTAL:	75.00
CINTAS CORPORATION #754	june uniforms	ELECTRIC FUND	ADMIN AND GENERAL	682.38
			TOTAL:	682.38
CINTAS FIRST AID & SAFETY	first aid cabinet	GENERAL FUND	RECREATION/LEISURE SER	89.32
	first aid cabinet	LIBRARY FUND	LIBRARY	28.91
	first aid cabinet	COMMUNITY CENTER	COMMUNITY CENTER	29.77
			TOTAL:	148.00
CITY OF NORTH MANKATO	tactical response team fee	GENERAL FUND	POLICE	350.00
			TOTAL:	350.00
COLE PAPERS INC	tissue,gloves,twls,bags	GENERAL FUND	CITY ADMINISTRATION	55.22
	tissue,gloves,twls,bags	GENERAL FUND	CITY CLERK	55.22
	tissue,gloves,twls,bags	GENERAL FUND	FINANCE	36.82
	tissue,gloves,twls,bags	GENERAL FUND	POLICE	29.45
	tissue,gloves,twls,bags	GENERAL FUND	BUILDING INSPECTOR	14.73
	tissue,gloves,twls,bags	GENERAL FUND	PUBLIC WORKS ADMIN	7.36
	copy paper	GENERAL FUND	RECREATION/LEISURE SER	6.89
	tissue,gloves,twls,bags	GENERAL FUND	ECONOMIC DEVMT	3.68
	cleaming suuplies,tissue,t	LIBRARY FUND	LIBRARY	204.01
	copy paper	LIBRARY FUND	LIBRARY	78.04
	cleaming suuplies,tissue,t	COMMUNITY CENTER	COMMUNITY CENTER	816.05
	tissue,gloves,twls,bags	WATER	ADMIN AND GENERAL	33.13
	tissue,gloves,twls,bags	WASTE WATER FUND	ADMIN AND GENERAL	33.15
	tissue,gloves,twls,bags	ELECTRIC FUND	ADMIN AND GENERAL	99.40
			TOTAL:	1,473.15
COURT SPORTS AND MORE	jason d clothing allowance	WASTE WATER FUND	ADMIN AND GENERAL	126.00
	fred p clothing allowance	WASTE WATER FUND	ADMIN AND GENERAL	46.00
	tom c safety vest logos	WASTE WATER FUND	ADMIN AND GENERAL	10.00
	fred p safety vest logos	WASTE WATER FUND	ADMIN AND GENERAL	10.00
	dan k savety vest logos	ENVIRON SERVICES F	REFUSE DISPOSAL	10.00
			TOTAL:	202.00
CREDIT RIVER TOOLS	socket sets	GENERAL FUND	STREETS	52.00

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	socket sets	GENERAL FUND	PARKS	52.00
	socket sets	WATER	DISTRIBUTION AND STORA	26.00
	socket sets	WASTE WATER FUND	SOURCE/TREATMENT	26.00
	socket sets	ENVIRON SERVICES F	REFUSE DISPOSAL	26.00
	socket sets	ELECTRIC FUND	POWER DISTRIBUTION	52.00
	socket sets	STORMWATER FUND	TREATMENT	26.00
			TOTAL:	260.00
CROP PRODUCTION SERVICES	chemicals	STORMWATER FUND	TREATMENT	99.50
			TOTAL:	99.50
CULLIGAN	cooler rent,water	GENERAL FUND	SWIMMING POOL	72.20
	solar salt delivered	COMMUNITY CENTER	COMMUNITY CENTER	28.45
			TOTAL:	100.65
DAVID DROWN ASSOCIATES, INC.	annual tif reports	GENERAL FUND	ECONOMIC DEVMT	6,500.00
			TOTAL:	6,500.00
DIAMOND VOGEL PAINTS	white traffic paint	GENERAL FUND	STREETS	753.50
			TOTAL:	753.50
EARL F ANDERSEN INC	handicap signs	GENERAL FUND	STREETS	165.94
	traffic cones	GENERAL FUND	STREETS	198.40
	traffic cones	GENERAL FUND	PARKS	198.40
	traffic cones	WATER	DISTRIBUTION AND STORA	99.20
	traffic cones	WASTE WATER FUND	SOURCE/TREATMENT	99.20
	traffic cones	ENVIRON SERVICES F	REFUSE DISPOSAL	99.20
	traffic cones	ELECTRIC FUND	POWER DISTRIBUTION	198.40
	traffic cones	STORMWATER FUND	TREATMENT	99.20
			TOTAL:	1,157.94
ENVENTIS	phone svc 6/8-7/7/14	GENERAL FUND	CITY ADMINISTRATION	69.50
	phone svc 6/8-7/7/14	GENERAL FUND	CITY CLERK	13.74
	phone svc 6/8-7/7/14	GENERAL FUND	FINANCE	108.19
	phone svc 6/8-7/7/14	GENERAL FUND	MUNICIPAL BUILDING	6.42
	phone svc 6/8-7/7/14	GENERAL FUND	POLICE	340.53
	phone svc 6/8-7/7/14	GENERAL FUND	FIRE	150.48
	phone svc 6/8-7/7/14	GENERAL FUND	BUILDING INSPECTOR	40.34
	phone svc 6/8-7/7/14	GENERAL FUND	PUBLIC WORKS ADMIN	82.97
	phone svc 6/8-7/7/14	GENERAL FUND	STREETS	46.75
	phone svc 6/8-7/7/14	GENERAL FUND	SENIOR COORDINATOR	5.59
	phone svc 6/8-7/7/14	GENERAL FUND	RECREATION/LEISURE SER	123.29
	phone svc 6/8-7/7/14	GENERAL FUND	SWIMMING POOL	31.32
	phone svc 6/8-7/7/14	GENERAL FUND	PARKS	90.15
	phone svc 6/8-7/7/14	GENERAL FUND	ECONOMIC DEVMT	26.59
	phone svc 6/8-7/7/14	LIBRARY FUND	LIBRARY	81.97
	phone svc 6/8-7/7/14	PUBLIC ACCESS	PUBLIC ACCESS	13.75
	phone svc 6/8-7/7/14	COMMUNITY CENTER	COMMUNITY CENTER	47.98
	phone svc 6/8-7/7/14	WATER	ADMIN AND GENERAL	171.97
	phone svc 6/8-7/7/14	WASTE WATER FUND	ADMIN AND GENERAL	191.32
	phone svc 6/8-7/7/14	ENVIRON SERVICES F	ADMIN AND GENERAL	29.71
	phone svc 6/8-7/7/14	ELECTRIC FUND	ADMIN AND GENERAL	137.75
	phone svc 6/8-7/7/14	TRANSIT	TRANSIT/TRANSPORTATION	48.61
			TOTAL:	1,858.92
ERICKSON OIL PRODUCTS INC	june fuel	GENERAL FUND	POLICE	44.98

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	june fuel	WATER	SOURCE OF SUPPLY	25.00
	june fuel	WATER	PURIFICATION AND TREAT	37.50
	june fuel	WATER	DISTRIBUTION AND STORA	187.48
	june fuel	WASTE WATER FUND	COLLECTOR/LIFT STAT	17.39
	june fuel	STORMWATER FUND	TREATMENT	<u>201.32</u>
			TOTAL:	513.67
FAMILY FRESH MARKET	bakery	GENERAL FUND	POLICE	15.98
	tide, vinegar	GENERAL FUND	FIRE	38.94
	staff mtg snacks	GENERAL FUND	STREETS	7.79
	supplies	GENERAL FUND	SENIOR COORDINATOR	32.67
	popcorn supplies	GENERAL FUND	RECREATION/LEISURE SER	8.14
	snack bags	GENERAL FUND	RECREATION/LEISURE SER	9.00
	art projects	GENERAL FUND	RECREATION/LEISURE SER	10.19
	snack bags	GENERAL FUND	RECREATION/LEISURE SER	11.96
	micro stars	GENERAL FUND	RECREATION/LEISURE SER	5.58
	build or breaks	GENERAL FUND	RECREATION/LEISURE SER	6.67
	create a camp	GENERAL FUND	RECREATION/LEISURE SER	20.95
	microstars	GENERAL FUND	RECREATION/LEISURE SER	4.00
	create a camp	GENERAL FUND	RECREATION/LEISURE SER	7.00
	create a camp	GENERAL FUND	RECREATION/LEISURE SER	2.98
	create a camp	GENERAL FUND	RECREATION/LEISURE SER	21.19
	microstars	GENERAL FUND	RECREATION/LEISURE SER	12.50
	create a camp	GENERAL FUND	RECREATION/LEISURE SER	30.59
	create a camp	GENERAL FUND	RECREATION/LEISURE SER	3.78
	concessions	GENERAL FUND	SWIMMING POOL	10.50
	concessions	GENERAL FUND	SWIMMING POOL	13.96
	staff mtg snacks	GENERAL FUND	PARKS	7.79
	supplies	LIBRARY FUND	LIBRARY	16.25
	snacks	LIBRARY FUND	LIBRARY	15.67
	staff mtg snacks	WATER	DISTRIBUTION AND STORA	3.90
	staff mtg snacks	WASTE WATER FUND	SOURCE/TREATMENT	3.90
	staff mtg snacks	ENVIRON SERVICES F	REFUSE DISPOSAL	3.90
	staff mtg snacks	ELECTRIC FUND	POWER DISTRIBUTION	7.79
	staff mtg snacks	STORMWATER FUND	TREATMENT	3.88
	disinfecting wipes	TRANSIT	TRANSIT/TRANSPORTATION	12.90
	youth dev	RESTRICTED CONTRIB	RECREATION/LEISURE SER	37.85
	adopt a park	RESTRICTED CONTRIB	RECREATION/LEISURE SER	14.00
	create a camp	RESTRICTED CONTRIB	RECREATION/LEISURE SER	5.00
	advisory meeting	RESTRICTED CONTRIB	RECREATION/LEISURE SER	<u>5.00</u>
			TOTAL:	412.20
FASTENAL COMPANY	eyewash station tags	GENERAL FUND	STREETS	19.11
	eyewash station tags	GENERAL FUND	PARKS	15.29
	inverted marking paint	WATER	DISTRIBUTION AND STORA	256.89
	eyewash station tags	WATER	ADMIN AND GENERAL	7.64
	inverted marking paint	WASTE WATER FUND	COLLECTOR/LIFT STAT	256.90
	eyewash station tags	WASTE WATER FUND	ADMIN AND GENERAL	7.64
	eyewash station tags	ENVIRON SERVICES F	ADMIN AND GENERAL	7.65
	eyewash station tags	ELECTRIC FUND	ADMIN AND GENERAL	<u>19.11</u>
			TOTAL:	590.23
FINANCE AND COMMERCE	2014 old mn	PERM IMPROVMENT RE	STREETS	50.58
	2014 169 & union	PERM IMPROVMENT RE	STREETS	<u>46.34</u>
			TOTAL:	96.92

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
FIRE PROTECTION SERVICES, INC.	review shop drawings & cal	GENERAL FUND	BUILDING INSPECTOR	47.34
	review shop drawings & cal	GENERAL FUND	BUILDING INSPECTOR	<u>387.83</u>
			TOTAL:	435.17
FROZEN YOGURT CREATIONS	concessions	GENERAL FUND	SWIMMING POOL	<u>93.75</u>
			TOTAL:	93.75
GALLS INC	uniform allowance	GENERAL FUND	POLICE	<u>234.10</u>
			TOTAL:	234.10
GELDNER UNDERGROUND, INC.	daisy/cedar ridg 3 ph feed	ELECTRIC FUND	CAPITAL-DISTRIBUTION S	<u>9,482.00</u>
			TOTAL:	9,482.00
LEWIS GIESKING	lions dues july-sept	GENERAL FUND	PUBLIC WORKS ADMIN	<u>80.00</u>
			TOTAL:	80.00
GILLUND ENTERPRISES INC	fuel supp,oil trtmnt	GENERAL FUND	STREETS	54.65
	fuel supp,oil trtmnt	GENERAL FUND	PARKS	54.65
	fuel supp,oil trtmnt	WATER	DISTRIBUTION AND STORA	27.33
	fuel supp,oil trtmnt	WASTE WATER FUND	SOURCE/TREATMENT	27.33
	fuel supp,oil trtmnt	ENVIRON SERVICES F	REFUSE DISPOSAL	27.33
	fuel supp,oil trtmnt	ELECTRIC FUND	POWER DISTRIBUTION	54.65
	fuel supp,oil trtmnt	STORMWATER FUND	TREATMENT	<u>27.32</u>
			TOTAL:	273.26
GUSTAVUS ADOLPHUS COLLEGE P.O.	june postage	GENERAL FUND	CITY ADMINISTRATION	16.64
	june postage	GENERAL FUND	CITY CLERK	27.34
	june postage	GENERAL FUND	FINANCE	131.54
	june postage	GENERAL FUND	POLICE	57.82
	june postage	GENERAL FUND	FIRE	5.85
	june postage	GENERAL FUND	BUILDING INSPECTOR	2.82
	june postage	GENERAL FUND	PUBLIC WORKS ADMIN	19.50
	june postage	GENERAL FUND	STREETS	5.05
	june postage	GENERAL FUND	RECREATION/LEISURE SER	65.33
	june postage	GENERAL FUND	RECREATION/LEISURE SER	0.53
	june postage	GENERAL FUND	SWIMMING POOL	0.74
	june postage	GENERAL FUND	PARKS	9.75
	june postage	GENERAL FUND	ECONOMIC DEVMT	26.45
	june postage	COMMUNITY CENTER	COMMUNITY CENTER	15.90
	june postage	WATER	ADMIN AND GENERAL	43.63
	june postage	WATER	CUSTOMER ACCOUNTS	95.66
	june postage	WASTE WATER FUND	ADMIN AND GENERAL	5.30
	june postage	WASTE WATER FUND	CUSTOMER ACCOUNTS	95.66
	june postage	ENVIRON SERVICES F	CUSTOMER ACCOUNTS	95.66
	june postage	ELECTRIC FUND	ADMIN AND GENERAL	0.53
june postage	ELECTRIC FUND	CUSTOMER ACCOUNTS	95.66	
june postage	STORMWATER FUND	ADMINISTRATION AND GEN	4.77	
june postage	TRANSIT	TRANSIT/TRANSPORTATION	<u>4.98</u>	
			TOTAL:	827.11
PAUL HAGEN	reserve food for july 4th	GENERAL FUND	POLICE	<u>61.85</u>
			TOTAL:	61.85
HAWKINS, INC.	algaecide,sod bicarb	GENERAL FUND	SWIMMING POOL	<u>526.72</u>
			TOTAL:	526.72

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT	
HILLYARD/HUTCHINSON	vacuum	GENERAL FUND	CITY ADMINISTRATION	94.35	
	vacuum	GENERAL FUND	CITY CLERK	94.35	
	vacuum	GENERAL FUND	FINANCE	62.90	
	vacuum	GENERAL FUND	POLICE	50.32	
	vacuum	GENERAL FUND	BUILDING INSPECTOR	25.16	
	vacuum	GENERAL FUND	PUBLIC WORKS ADMIN	12.58	
	vacuum	GENERAL FUND	ECONOMIC DEVMT	6.29	
	vac bags&part,restm cln m	COMMUNITY CENTER	COMMUNITY CENTER	128.44	
	hose barb	COMMUNITY CENTER	COMMUNITY CENTER	8.80	
	holder spare wheel (11)	COMMUNITY CENTER	COMMUNITY CENTER	16.11	
	vacuum	WATER	ADMIN AND GENERAL	56.61	
	vacuum	WASTE WATER FUND	ADMIN AND GENERAL	56.61	
	vacuum	ELECTRIC FUND	ADMIN AND GENERAL	169.83	
			TOTAL:	782.35	
	IMPACT	may bills printing	WATER	CUSTOMER ACCOUNTS	155.85
		may bills postage	WATER	CUSTOMER ACCOUNTS	361.69
		june bills printing	WATER	CUSTOMER ACCOUNTS	157.76
june 2014 bills postage		WATER	CUSTOMER ACCOUNTS	362.47	
may bills printing		WASTE WATER FUND	CUSTOMER ACCOUNTS	155.85	
may bills postage		WASTE WATER FUND	CUSTOMER ACCOUNTS	361.69	
june bills printing		WASTE WATER FUND	CUSTOMER ACCOUNTS	157.76	
june 2014 bills postage		WASTE WATER FUND	CUSTOMER ACCOUNTS	362.47	
may bills printing		ENVIRON SERVICES F	CUSTOMER ACCOUNTS	155.85	
may bills postage		ENVIRON SERVICES F	CUSTOMER ACCOUNTS	361.67	
june bills printing		ENVIRON SERVICES F	CUSTOMER ACCOUNTS	157.76	
june 2014 bills postage		ENVIRON SERVICES F	CUSTOMER ACCOUNTS	362.48	
may bills printing		ELECTRIC FUND	CUSTOMER ACCOUNTS	155.85	
may bills postage		ELECTRIC FUND	CUSTOMER ACCOUNTS	361.69	
may bills flyer		ELECTRIC FUND	CUSTOMER ACCOUNTS	513.37	
june bills printing		ELECTRIC FUND	CUSTOMER ACCOUNTS	157.77	
june 2014 bills postage		ELECTRIC FUND	CUSTOMER ACCOUNTS	362.47	
june 2014 bills flyers	ELECTRIC FUND	CUSTOMER ACCOUNTS	165.60		
		TOTAL:	4,830.05		
INGRAM BOOK COMPANY	new library materials	LIBRARY FUND	LIBRARY	1,007.72	
	new library materials	LIBRARY FUND	LIBRARY	739.98	
			TOTAL:	1,747.70	
JETTER CLEAN, INC.	pool drain clean out	GENERAL FUND	SWIMMING POOL	221.50	
	cleaned kit drain in rec o	COMMUNITY CENTER	COMMUNITY CENTER	221.50	
			TOTAL:	443.00	
MATT JOHNSON	baseballs	GENERAL FUND	RECREATION/LEISURE SER	25.94	
			TOTAL:	25.94	
JT SERVICES	polywater lubricant	ELECTRIC FUND	POWER DISTRIBUTION	370.75	
			TOTAL:	370.75	
KIND VETERINARY CLINIC PA	june paws vet svcs	RESTRICTED CONTRIB	COMMUNITY SERVICE	81.94	
			TOTAL:	81.94	
LIGHTHOUSE UNIFORM CO.	uniform supplies	RESTRICTED CONTRIB	FIRE	66.95	
	uniform supplies	RESTRICTED CONTRIB	FIRE	24.20	
			TOTAL:	91.15	

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT	
LJP ENTERPRISES INC	june waste svc	COMMUNITY CENTER	COMMUNITY CENTER	444.46	
	june waste svc	WATER	PURIFICATION AND TREAT	99.43	
	june waste svc	WASTE WATER FUND	SOURCE/TREATMENT	488.23	
	june waste svc	ENVIRON SERVICES F	REFUSE DISPOSAL	1,231.09	
	june refuse pick up, dispo	ENVIRON SERVICES F	REFUSE DISPOSAL	18,769.50	
			TOTAL:	21,032.71	
LOWE'S	sq garbage container	GENERAL FUND	SWIMMING POOL	125.33	
			TOTAL:	125.33	
MACQUEEN EQUIPMENT INC	#214 scraper,deflector	GENERAL FUND	STREETS	141.98	
			TOTAL:	141.98	
MENARDS	4th water slide poly	GENERAL FUND	SWIMMING POOL	167.66	
			TOTAL:	167.66	
METRO JANITORIAL SUPPLY INC.	game time cleaner	COMMUNITY CENTER	COMMUNITY CENTER	289.33	
			TOTAL:	289.33	
METRO SALES INC	leased copier charges	GENERAL FUND	POLICE	70.98	
	copier	GENERAL FUND	RECREATION/LEISURE SER	3,876.50	
	copier	COMMUNITY CENTER	COMMUNITY CENTER	3,876.50	
			TOTAL:	7,823.98	
MISC VENDOR	LANGE, KELA	swim lesson refund	GENERAL FUND	NON-DEPARTMENTAL	33.00
	PETERSON, LYNDON	sr dance entertainment	GENERAL FUND	SENIOR COORDINATOR	125.00
	THE SUITES HOTEL WATER	9/9-9/12 hotel chris v	WATER	ADMIN AND GENERAL	747.90
				TOTAL:	905.90
MN AMERICAN WATER WORKS ASSOC.	conf reg 8/12-8/13	WATER	ADMIN AND GENERAL	50.00	
	mn awwa conf pete,chris	WATER	ADMIN AND GENERAL	490.00	
	conf reg 8/12-8/13	WASTE WATER FUND	ADMIN AND GENERAL	25.00	
	conf reg 8/12-8/13	STORMWATER FUND	ADMINISTRATION AND GEN	40.00	
			TOTAL:	605.00	
MN DEPT OF EMPLOYMENT & ECONOMIC DEVEL	2nd qtr enemployment	LIBRARY FUND	LIBRARY	26.69	
			TOTAL:	26.69	
MN DEPT OF LABOR & INDUSTRY	2nd qtr 201 state surcharg	GENERAL FUND	BUILDING INSPECTOR	3,292.67	
			TOTAL:	3,292.67	
MN PUBLIC TRANSIT ASSN	conf reg wayne,paula	TRANSIT	TRANSIT/TRANSPORTATION	500.00	
			TOTAL:	500.00	
MN TURF & GROUNDS FOUNDATION	field day reg (3 mike,scot	GENERAL FUND	PARKS	75.00	
			TOTAL:	75.00	
MN WASTE PROCESSING	june disposal	ENVIRON SERVICES F	REFUSE DISPOSAL	14,643.37	
			TOTAL:	14,643.37	
MNLA MN NURSERY & LANDSCAPE ASSOCIATIO	pollinator symposium raoul	ENVIRON SERVICES F	ADMIN AND GENERAL	70.00	
			TOTAL:	70.00	
MOTION INDUSTRIES, INC.	sheaves,bushing,square	WATER	PURIFICATION AND TREAT	21.97	
	ball bearings	WASTE WATER FUND	SOURCE/TREATMENT	19.01	
	flex sleeve	WASTE WATER FUND	SOURCE/TREATMENT	37.00	

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
			TOTAL:	77.98
NAPA AUTO PARTS OF ST PETER	washer fluid	GENERAL FUND	POLICE	14.34
	#412 filters	GENERAL FUND	POLICE	141.93
	flashrs, swich, sprk plg, fil	GENERAL FUND	FIRE	70.22
	b90 idler pulley	GENERAL FUND	BUILDING INSPECTOR	55.73
	o-rings	GENERAL FUND	STREETS	4.90
	#607 filters	GENERAL FUND	STREETS	45.29
	#45 v belt, bearing, deposit	GENERAL FUND	STREETS	32.68
	o-rings	GENERAL FUND	PARKS	4.90
	filtrs, coupling	GENERAL FUND	PARKS	104.11
	o-rings	WATER	DISTRIBUTION AND STORA	2.45
	#5 sprk plgs, belt	WATER	DISTRIBUTION AND STORA	49.86
	filters	WASTE WATER FUND	COLLECTOR/LIFT STAT	48.48
	#99a battery	WASTE WATER FUND	COLLECTOR/LIFT STAT	98.61
	o-rings	WASTE WATER FUND	SOURCE/TREATMENT	2.45
	o-rings	ENVIRON SERVICES F	REFUSE DISPOSAL	2.45
	#309, 409brks, rad, clmp, cap,	ENVIRON SERVICES F	REFUSE DISPOSAL	259.51
	o-rings	ELECTRIC FUND	POWER DISTRIBUTION	4.90
	o-rings	STORMWATER FUND	TREATMENT	2.45
	#909, 75filtrs, cap, cnectr,	STORMWATER FUND	TREATMENT	63.74
	#9 brake lamp	TRANSIT	TRANSIT/TRANSPORTATION	4.30
	#11 oil	TRANSIT	TRANSIT/TRANSPORTATION	39.54
	#817 accumulator, battery	TRANSIT	TRANSIT/TRANSPORTATION	153.66
			TOTAL:	1,141.14
EMILY NELSEN	specialty camp supplies	GENERAL FUND	RECREATION/LEISURE SER	89.24
			TOTAL:	89.24
NELSON PRINTING COMPANY	ups	GENERAL FUND	STREETS	3.04
	name badges	GENERAL FUND	RECREATION/LEISURE SER	11.79
	labels	GENERAL FUND	RECREATION/LEISURE SER	15.35
	manuals	GENERAL FUND	RECREATION/LEISURE SER	22.00
	manuals	GENERAL FUND	SWIMMING POOL	22.00
	ups	GENERAL FUND	PARKS	2.43
	ups	WATER	ADMIN AND GENERAL	1.21
	ups	WATER	ADMIN AND GENERAL	53.75
	billing slips	WATER	CUSTOMER ACCOUNTS	16.19
	ups	WASTE WATER FUND	ADMIN AND GENERAL	1.21
	mounting	WASTE WATER FUND	ADMIN AND GENERAL	53.81
	billing slips	WASTE WATER FUND	CUSTOMER ACCOUNTS	16.19
	ups	ENVIRON SERVICES F	ADMIN AND GENERAL	1.21
	billing slips	ENVIRON SERVICES F	CUSTOMER ACCOUNTS	16.18
	ups	ELECTRIC FUND	ADMIN AND GENERAL	3.04
	ups	ELECTRIC FUND	ADMIN AND GENERAL	16.34
	billing slips	ELECTRIC FUND	CUSTOMER ACCOUNTS	16.19
	red ticket books 32's	TRANSIT	TRANSIT/TRANSPORTATION	242.00
			TOTAL:	513.93
SHERRY NICOLAI	lesson refund	GENERAL FUND	NON-DEPARTMENTAL	36.00
			TOTAL:	36.00
NICOLLET COUNTY BANK	june ach p/r	GENERAL FUND	FINANCE	8.59
	june ach p/r	WATER	ADMIN AND GENERAL	2.14
	june ach utility billing	WATER	CUSTOMER ACCOUNTS	12.28
	june ach p/r	WASTE WATER FUND	ADMIN AND GENERAL	2.14

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	june ach utility billing	WASTE WATER FUND	CUSTOMER ACCOUNTS	12.28
	june ach p/r	ENVIRON SERVICES F	ADMIN AND GENERAL	2.14
	june ach utility billing	ENVIRON SERVICES F	CUSTOMER ACCOUNTS	12.28
	june ach p/r	ELECTRIC FUND	ADMIN AND GENERAL	2.14
	june ach utility billing	ELECTRIC FUND	CUSTOMER ACCOUNTS	12.26
			TOTAL:	66.25
NORTH CENTRAL INTERNATIONAL	#13 cap	ENVIRON SERVICES F	REFUSE DISPOSAL	31.39
			TOTAL:	31.39
NUTTER CLOTHING CO	jim n clothing allowance	GENERAL FUND	FIRE	116.00
			TOTAL:	116.00
OFFICEMAX	binders	GENERAL FUND	FINANCE	19.96
	thumb drives	GENERAL FUND	FINANCE	29.97
	usb cable	GENERAL FUND	POLICE	29.99
	battery backup	GENERAL FUND	ECONOMIC DEVMT	64.99
	lib software	LIBRARY FUND	LIBRARY	19.99
	new games	LIBRARY FUND	LIBRARY	29.97
	battery backup	WATER	ADMIN AND GENERAL	64.99
			TOTAL:	259.86
PEPSI-COLA OF MANKATO INC	vending/concessions	GENERAL FUND	SWIMMING POOL	671.15
	vending concessions	GENERAL FUND	SWIMMING POOL	47.75
			TOTAL:	718.90
PET EXPO DIST.	routine aquarium maintenanc	LIBRARY FUND	LIBRARY	82.49
			TOTAL:	82.49
PETER'S SODDING SERVICE	sod installed	WATER	DISTRIBUTION AND STORA	40.00
			TOTAL:	40.00
PONGRATZ FENCE&FAB	jeff field fence repairs	GENERAL FUND	PARKS	982.00
			TOTAL:	982.00
TODD PRAFKE-PETTY CASH	postage	GENERAL FUND	FINANCE	0.49
	meals	GENERAL FUND	BUILDING INSPECTOR	14.68
	meals	GENERAL FUND	ECONOMIC DEVMT	40.00
	postage	GENERAL FUND	ECONOMIC DEVMT	25.90
	meals	WATER	ADMIN AND GENERAL	10.65
	postage	WATER	ADMIN AND GENERAL	17.20
	meals	WATER	ADMIN AND GENERAL	9.99
	meals	WASTE WATER FUND	ADMIN AND GENERAL	17.65
			TOTAL:	136.56
RONALD D. QUADE	overpayment correction	GENERAL FUND	FIRE	80.00-
	seminar fees,per diem	GENERAL FUND	FIRE	102.00
			TOTAL:	22.00
QUILL	9050 backup cartridge	GENERAL FUND	FINANCE	124.42
	9050 backup cartridge	WATER	ADMIN AND GENERAL	31.10
	9050 backup cartridge	WASTE WATER FUND	ADMIN AND GENERAL	31.10
	9050 backup cartridge	ENVIRON SERVICES F	ADMIN AND GENERAL	31.10
	9050 backup cartridge	ELECTRIC FUND	ADMIN AND GENERAL	31.10
			TOTAL:	248.82

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
RECREATION SUPPLY COMPANY	pool supplies	GENERAL FUND	SWIMMING POOL	495.50
			TOTAL:	495.50
RECREONICS INC	dri-dek modules(pump room)	GENERAL FUND	SWIMMING POOL	166.51
			TOTAL:	166.51
RESCO	primary 4/0 elbow kit	ELECTRIC FUND	NON-DEPARTMENTAL	2,905.20
	primary 4/0 elbow kit	ELECTRIC FUND	NON-DEPARTMENTAL	2,178.90
			TOTAL:	5,084.10
ROYAL TIRE, INC	#13tires	ENVIRON SERVICES F	REFUSE DISPOSAL	229.60
	#306 tires	ELECTRIC FUND	POWER DISTRIBUTION	554.68
	#879tires	TRANSIT	TRANSIT/TRANSPORTATION	669.18
			TOTAL:	1,453.46
RYAN ELECTRIC OF ST PETER	ballast work	COMMUNITY CENTER	COMMUNITY CENTER	268.50
			TOTAL:	268.50
SAINTS BUS SERVICE	create-a-camp bus	GENERAL FUND	RECREATION/LEISURE SER	213.00
			TOTAL:	213.00
SCHWICKERT'S, INC.	comm ctr roof repair	COMMUNITY CENTER	COMMUNITY CENTER	435.00
			TOTAL:	435.00
SHOPKO STORES OPERATING CO., LLC	camp supplies	GENERAL FUND	RECREATION/LEISURE SER	38.94
			TOTAL:	38.94
SIMPLEX GRINNELL	library	LIBRARY FUND	LIBRARY	558.60
	comm ctr	COMMUNITY CENTER	COMMUNITY CENTER	199.75
			TOTAL:	758.35
SOUTHERN MN CONSTRUCTION CO INC	frnt&brdwy valves&mh so en	GENERAL FUND	STREETS	13,724.58
	asphalt south end	GENERAL FUND	STREETS	3,304.59
	frnt&brdwy valves&mh so en	WATER	DISTRIBUTION AND STORA	76.70
	frnt&brdwy valves&mh so en	WASTE WATER FUND	COLLECTOR/LIFT STAT	76.70
	frnt&brdwy valves&mh so en	ELECTRIC FUND	POWER DISTRIBUTION	1,538.13
	frnt&brdwy valves&mh so en	STORMWATER FUND	COLLECTIONS/LIFT STATI	76.70
			TOTAL:	18,797.40
SPRINT SOLUTIONS, INC.	cell phone svc 6/15-7/14	GENERAL FUND	FIRE	16.28
	on call phones 6/15-7/14	COMMUNITY CENTER	COMMUNITY CENTER	24.28
	cell phone svc 6/15-7/14	WATER	ADMIN AND GENERAL	39.99
	on call phones 6/15-7/14	WATER	ADMIN AND GENERAL	24.28
	on call phones 6/15-7/14	WASTE WATER FUND	ADMIN AND GENERAL	26.05
	on call phones 6/15-7/14	ELECTRIC FUND	ADMIN AND GENERAL	24.61
			TOTAL:	155.49
ST PETER HERALD	2014 old mn ave	PERM IMPROVMENT RE	STREETS	73.00
	2014 169 & union	PERM IMPROVMENT RE	STREETS	65.80
			TOTAL:	138.80
ST PETER LUMBER CO	flares storage container m	GENERAL FUND	POLICE	63.10
	mail box supplies	GENERAL FUND	STREETS	7.22
	primer,brush	COMMUNITY CENTER	COMMUNITY CENTER	19.96
	drain spade	ELECTRIC FUND	POWER DISTRIBUTION	19.99
	brdwy ave mortar mix	ELECTRIC FUND	POWER DISTRIBUTION	17.07

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	putty	STORMWATER FUND	TREATMENT	4.98
	bike trail material	RESTRICTED CONTRIB	PARKS	<u>1,679.30</u>
			TOTAL:	1,811.62
ST PETER TENNIS ASSOC.	instructors	GENERAL FUND	RECREATION/LEISURE SER	<u>1,051.00</u>
			TOTAL:	1,051.00
TRAVERSE DES SIOUX GARDEN CENTER	nursery stock	COMMUNITY CENTER	COMMUNITY CENTER	449.82
	nursery stock	COMMUNITY CENTER	COMMUNITY CENTER	<u>41.98</u>
			TOTAL:	491.80
TYLER TECHNOLOGIES	incode annual software mai	GENERAL FUND	FINANCE	3,542.62
	incode annual software mai	WATER	ADMIN AND GENERAL	885.66
	incode annual software mai	WATER	CUSTOMER ACCOUNTS	1,553.20
	incode annual software mai	WASTE WATER FUND	ADMIN AND GENERAL	885.66
	incode annual software mai	WASTE WATER FUND	CUSTOMER ACCOUNTS	1,553.20
	incode annual software mai	ENVIRON SERVICES F	ADMIN AND GENERAL	885.66
	incode annual software mai	ENVIRON SERVICES F	CUSTOMER ACCOUNTS	1,553.19
	incode annual software mai	ELECTRIC FUND	ADMIN AND GENERAL	885.66
	incode annual software mai	ELECTRIC FUND	CUSTOMER ACCOUNTS	<u>1,553.20</u>
			TOTAL:	13,298.05
VERIZON WIRELESS	phone svc 6/2-7/1	GENERAL FUND	POLICE	340.60
	water jetpack 6/2-7/1	WATER	ADMIN AND GENERAL	<u>35.01</u>
			TOTAL:	375.61
VON ESSEN TOWING	tire service	GENERAL FUND	POLICE	<u>78.00</u>
			TOTAL:	78.00
WATER CONSRVATION SERVICE, INC.	watermain leak survey repo	WATER	DISTRIBUTION AND STORA	<u>2,500.00</u>
			TOTAL:	2,500.00
THE WATSON CO	concessions	GENERAL FUND	SWIMMING POOL	629.77
	concessions	GENERAL FUND	SWIMMING POOL	603.30
	concessions	GENERAL FUND	SWIMMING POOL	<u>319.36</u>
			TOTAL:	1,552.43
WESCO DISTRIBUTION INC	12s meters,2s meters	ELECTRIC FUND	NON-DEPARTMENTAL	3,640.00
	i/o term kit	ELECTRIC FUND	NON-DEPARTMENTAL	354.50
	500kva 3p transformer	ELECTRIC FUND	NON-DEPARTMENTAL	<u>9,710.00</u>
			TOTAL:	13,704.50
DOUG WOLFE	tds,tbn mileage1/2-5/8/14	LIBRARY FUND	LIBRARY	<u>151.20</u>
			TOTAL:	151.20

<u>VENDOR SORT KEY</u>	<u>DESCRIPTION</u>	<u>FUND</u>	<u>DEPARTMENT</u>	<u>AMOUNT</u>
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===== FUND TOTALS =====

101	GENERAL FUND	59,718.67		
211	LIBRARY FUND	3,066.57		
213	PUBLIC ACCESS	13.75		
217	COMMUNITY CENTER	7,668.49		
379	2002 INDUST PARK IMPRV#13	232.00		
401	PERM IMPROVMENT REVOLVING	23,801.47		
432	2013B TIF #1-18 N THIRD	3,547.50		
601	WATER	9,461.96		
602	WASTE WATER FUND	6,324.12		
603	ENVIRON SERVICES FUND	39,533.35		
604	ELECTRIC FUND	37,040.72		
606	STORMWATER FUND	2,676.16		
610	TRANSIT	1,841.16		
820	RESTRICTED CONTRIBUTIONS	1,954.67		

GRAND TOTAL: 196,880.59

TOTAL PAGES: 13

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 budgeted purchases in excess of \$7,500 are hereby approved:

<u>VENDOR</u>	<u>ITEM</u>	<u>PRICE</u>	<u>FUNDING</u>
Scandia Consulting	Painting 100 fire hydrants	\$8,000.00	Water
Chard Tiling	Repair two catch basins	\$9,580.00	Stormwater

2. The following employee appointment(s) are hereby approved:

<u>NAME</u>	<u>POSITION</u>	<u>WAGE RATE</u>
Paul Hagen	Patrol Sergeant	\$31.87/hour
Matt Ulman	Fire Department Captain 2	

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

<u>Temporary Wine</u>		
St. Peter Lions	Minnesota Square Park	9/6/14 and 9/7/14

<u>Temporary On Sale Beer</u>		
St. Peter Lions	Minnesota Square Park	9/6/14 and 9/7/14

<u>LG220 Application for Exempt Permit (Temp Gambling)</u>		
St. Peter Lions	800 West College Avenue	10/21/14

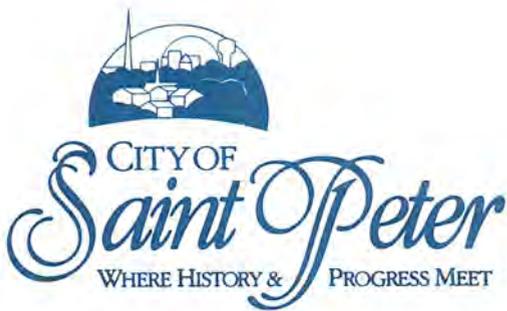
4. The schedule of disbursements for July 10, 2014 through July 23, 2014 is hereby approved.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota this 28th day of July, 2014.

Timothy Strand
Mayor

ATTEST:

Todd Prafke
City Administrator



Memorandum

TO: Todd Prafke
City Administrator

DATE: 7/25/14

FROM: Lewis Giesking
Director of Public Works

RE: 2014 Old Minnesota Avenue Surface Improvement Project Bid Award

ACTION/RECOMMENDATION

Award the bid for the 2014 Old Minnesota Avenue Surface Improvement Project to OMG Midwest Incorporated of Mankato, Minnesota in the amount of \$218,370.80.

BACKGROUND

The Minnesota Department of Transportation (MnDOT) is constructing Trunk Highway 169 Flood Mitigation Project. The City committed to construct surface improvements on West St. Julien Street and on the intersection of Union Street/Old Minnesota Avenue as a part of the MnDOT project. No bids are received for this project in June of this year.

The project includes curb and gutter and street work on West St. Julien Street to match the work being done for MnDOT. The project also includes work on Old Minnesota Avenue to and including the Union Street intersection. Curb and gutter will be reconstructed, sidewalks added for pedestrian access along Old Minnesota Avenue, and street resurfacing will be completed in the intersection to match the MnDOT project.

When the project was rebid on July 22nd, one bid was received from OMG Midwest, Inc. (dba Southern Minnesota Construction) of Mankato, Minnesota in the amount of \$218,370.80. The City Engineer's estimate for the work was \$172,921.25.

The project bid exceeded the Engineer's estimate by \$45,449.55 or 26%. Some unit prices are higher and some unit prices are lower than the Engineer's estimate. The relatively short and specific time periods for the construction of this work likely impacted the bid. It is not anticipated that a better bid can be received for this work this fall as it is our understanding that most contractors are very busy. The surface improvement project needs to be completed to coordinate into the MnDOT project and with a private development project occurring adjacent to this project; therefore, staff is recommending the City Council award the bid to OMG Midwest.

It should be noted that staff believes a change order to the contract may be recommended at a later date pending the completion of design work for improvements to private property adjacent to this project. There is a relatively short time period for the construction of this work to coordinate with the MnDOT project and the work must be done in two different time periods.

FISCAL IMPACT:

This work will be funded by Municipal State Aid Funds.

ALTERNATIVE/VARIATIONS:

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

Negative Vote: No further action will be taken without additional direction from the Council. Staff will assume you no longer wish to pursue this project and the roadway and curve lines between the existing roadway and the MnDOT project will not match.

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

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

LGG/amg



BOLTON & MENK, INC.

Consulting Engineers & Surveyors

1960 Premier Drive • Mankato, MN 56001-5900

Phone (507) 625-4171 • Fax (507) 625-4177

www.bolton-menk.com

July 24, 2014

Lew Giesking
Director of Public Works
City of Saint Peter
405 W. St. Julien Street
Saint Peter, MN 56082

RE: 2014 Old MN Avenue Surface Improvements
City of Saint Peter, MN
SAP 165-104-005
BMI Project No. M14.105586

Dear Lew,

Attached is the bid abstract for the project referenced above. Bids were received at City Hall at 2:00 p.m. on Tuesday, July 22, 2014.

OMG Midwest, Inc.	\$218,370.80
Engineer's Estimate	\$172,921.25

Although their bid is approximately 20% higher than estimated, we recommend awarding the project to OMG Midwest, Inc. in the amount of \$218,373.80. We recommend awarding at this time because of the tight construction timeline and cost of rebidding.

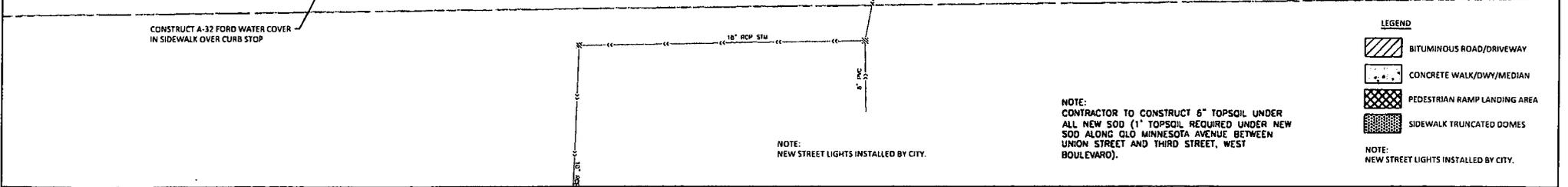
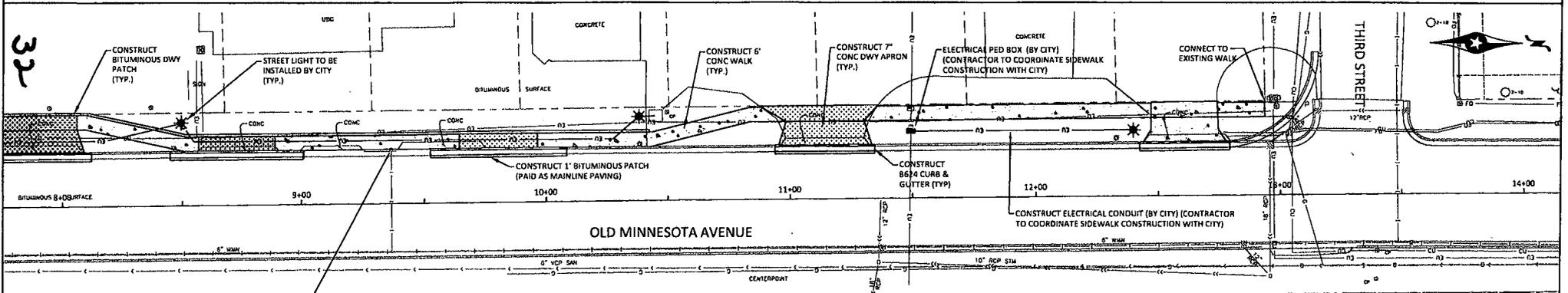
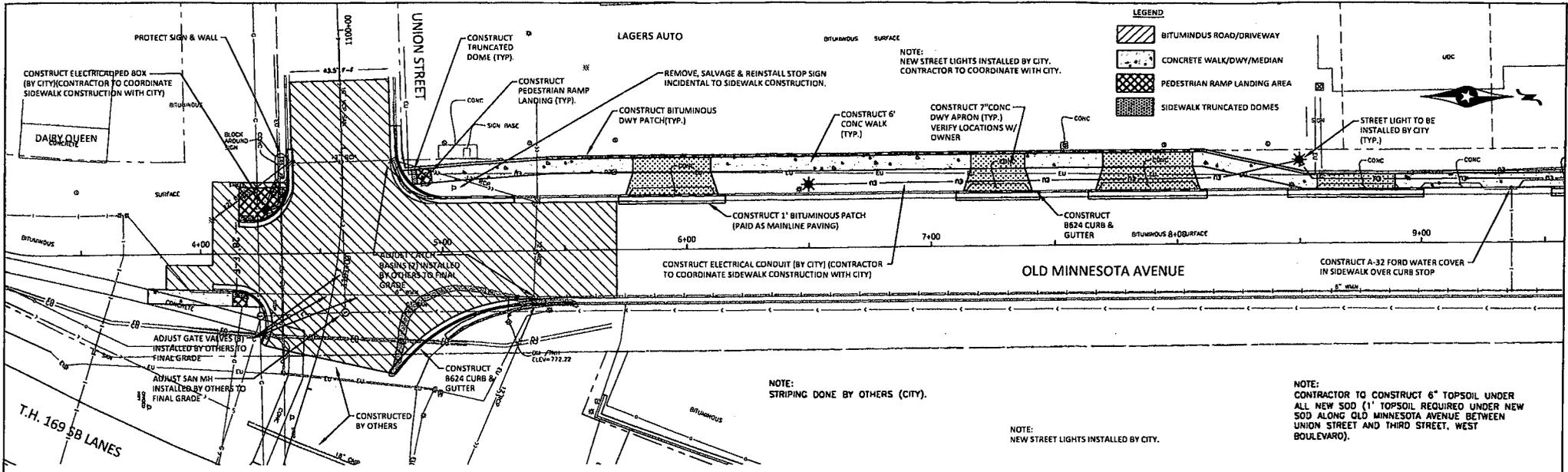
Sincerely,

BOLTON & MENK, INC.

Jeffrey A. Domras, P.E.
Project Manager

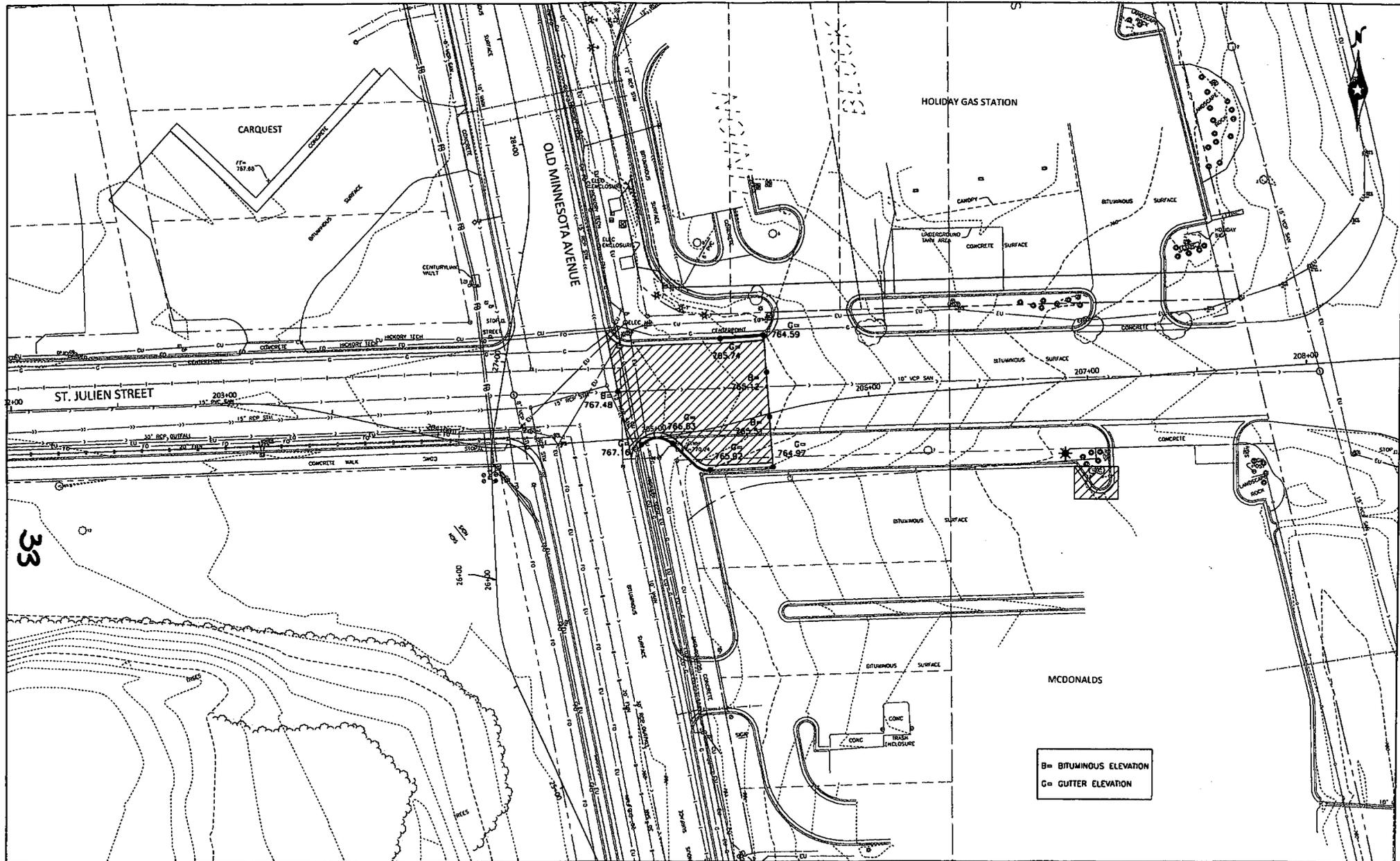
JAD/rm

Enclosure

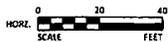


1. I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA. Jeffrey A. Doman JEFFREY A. DOMAN P.E. LIC. NO. 26454 DATE 04/30/2014	DRAWN BY: EJM CHECKED BY: EJM IN CHARGE: JAD	BOLTON & MENK, INC. Consulting Engineers & Surveyors MANKATO, MN FAIRMOUNT, MN SLEEPY EYE, MN BURNSVILLE, MN WILLMAR, MN CHASKA, MN RAMSEY, MN MAPLEWOOD, MN BAKTER, MN ROCHESTER, MN AMES, IA SPENCER, IA DES MOINES, IA FARGO, ND	SHEET NO. 22 OF 24
			CITY OF SAINT PETER, MN (S.A.P. 165-104-005) 2014 OLD MINNESOTA AVENUE SURFACE IMPROVEMENTS CONSTRUCTION PLAN

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 11:11PM/161105/2014/02/10/56851/STREET PLAN - PART 1.dwg



33



I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

Jeffrey D. Karas
JEFFREY D. KARAS P.E.
26464
08/30/2014

DESIGNED	EDH
DRAWN	EDH
CHECKED	
IN CHARGE	JAD

BOLTON & MENK, INC.
Consulting Engineers & Surveyors
MINNETONKA, MN FAIRMONT, MN SLEEPY EYE, MN SUBSIDIARY, MN WILLMAR, MN
CHASKA, MN RAMSEY, MN MAPLEWOOD, MN BARTER, MN ROCHESTER, MN
AMES, IA SPENCER, IA DES MOINES, IA FARGO, ND

REV	BY	DATE

CITY OF SAINT PETER, MN (S.A.P. 165-104-005)
2014 OLD MINNESOTA AVENUE SURFACE IMPROVEMENTS
GRADING PLAN

SHEET
23
OF
24

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2014 -

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

RESOLUTION AWARDING BID FOR 2014 OLD MINNESOTA AVENUE SURFACE IMPROVEMENTS PROJECT

WHEREAS, the Minnesota Department of Transportation (MnDOT) is constructing a Trunk Highway 169 Flood Mitigation Project; and

WHEREAS, the City committed to make surface improvements on West St. Julien Street and at the Old Minnesota Avenue/Union Street intersection to match the MnDOT project; and

WHEREAS, there are specific periods of time, based on the Highway 169 construction schedule, during which the surface improvements must be completed to incorporate into the MnDOT project; and

WHEREAS, the City received no bids on this project in June of this year; and

WHEREAS, during the second bid process the City received one bid from OMG Midwest, Inc. (dba Southern Minnesota Construction) of Mankato, Minnesota in the amount of \$218,370.80; and

WHEREAS, the bid exceeded the City Engineer's estimate of \$172,021.25; and

WHEREAS, the time requirements for construction of the project have impacted the bid amount; and

WHEREAS, the project must be constructed this fall to match work already committed for the MnDOT project and to coordinate with private development work planned in the same area; and

WHEREAS, OMG Midwest, Inc. has done excellent work for the City in past years.

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

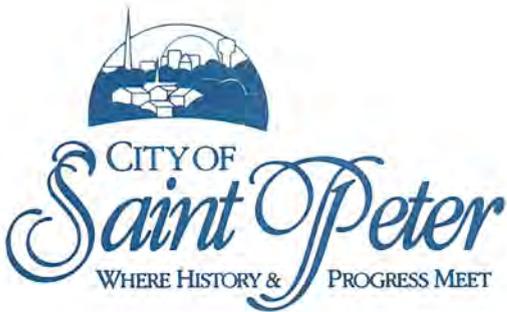
1. The City Council hereby awards the bid for the 2014 Old Minnesota Avenue Surface Improvement Project to OMG Midwest, Inc., of Mankato, Minnesota in the amount of \$218,370.80.
2. Funding for the project shall be from Municipal State Aid funds.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 28th day of July, 2014.

Timothy Strand
Mayor

ATTEST:

Todd Prafke
City Administrator



Memorandum

TO: Todd Prafke
City Administrator

DATE: 7/25/14

FROM: Lewis Giesking
Director of Public Works

RE: 2014 Trunk Highway 169 and Utility Improvements Project Bid
Rejection

ACTION/RECOMMENDATION

Reject all bids received for the 2014 TH 169 and Union Street Utility Improvement Project.

BACKGROUND

The Minnesota Department of Transportation is constructing the Trunk Highway 169 flood mitigation improvements. The City agreed to coordinate work at the Union Street intersection to adjust elevations to match the work being done on Highway 169.

As a part of that work and if the pricing was right, we had hoped to upgrade utilities. The rationale for the upgrade is that the utilities are over thirty years old and a failure would mean digging up the new street, which is something we would hope to avoid. In addition, the City has developed a long-term project to replace the failing interceptor sewer crossing Highway 169 located just north of the intersection.

When bids were first solicited for the Union Street project in June of this year, no bids were received. The project was re-bid on July 22nd and two bids were received, however, the bids for the work were nearly double the Engineer's estimate of \$302,587. The bids received were as follows:

EJM Pipe Services Inc.	\$579,550.92
Rhino Excavating LLC	\$590,529.30

Contractors are busy this year and bids tend to be high. Although it is recommended the work be completed, the City does not have the funds budgeted or adequate reserves to move ahead with the utility project at this time.

The surface improvements at the Union Street intersection do need to be completed to match the work being done by MnDOT. Staff is recommending no water or sewer upgrades be completed at this intersection at this time which means the City will take a risk that no repairs or upgrades will be needed in the next decade or so.

We will look at including replacement of a couple of the storm sewer intake structures into the surface improvement project.

Staff will continue to investigate options for upgrading the interceptor sewer crossing of Highway 169 as a part of the flood mitigation project; however, the upgrade work may need to be delayed until sometime in the future. (This section of interceptor sewer has high inflow/infiltration of groundwater during flood conditions on the Minnesota River.)

FISCAL IMPACT:

The only cost to the City for rejecting these bids is the costs already incurred in the process of receiving bids. Delaying the work until sometime in the future will hopefully allow the work to be done at a lesser cost.

ALTERNATIVE/VARIATIONS

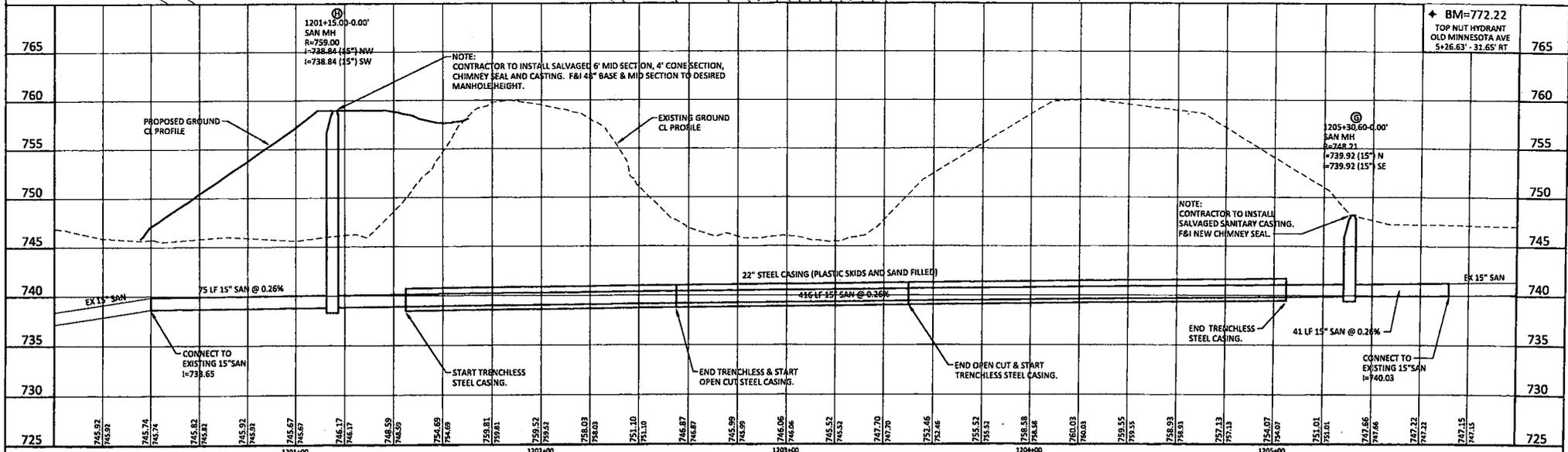
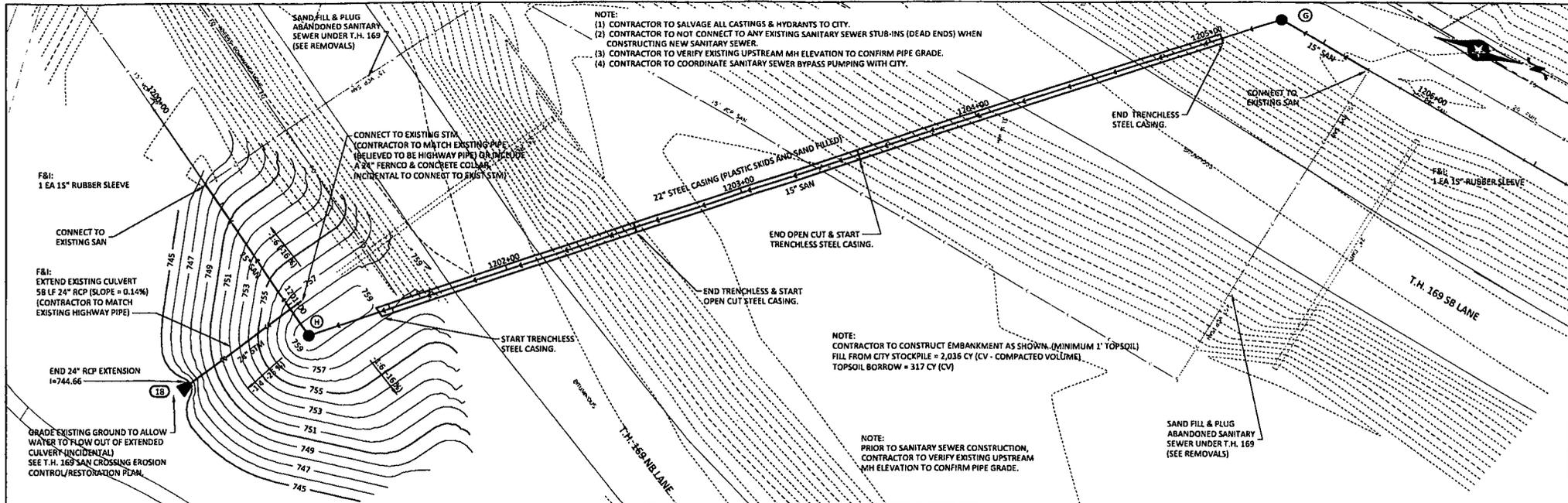
Do Not Act: No further action will be taken without additional direction from the Council.

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

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

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

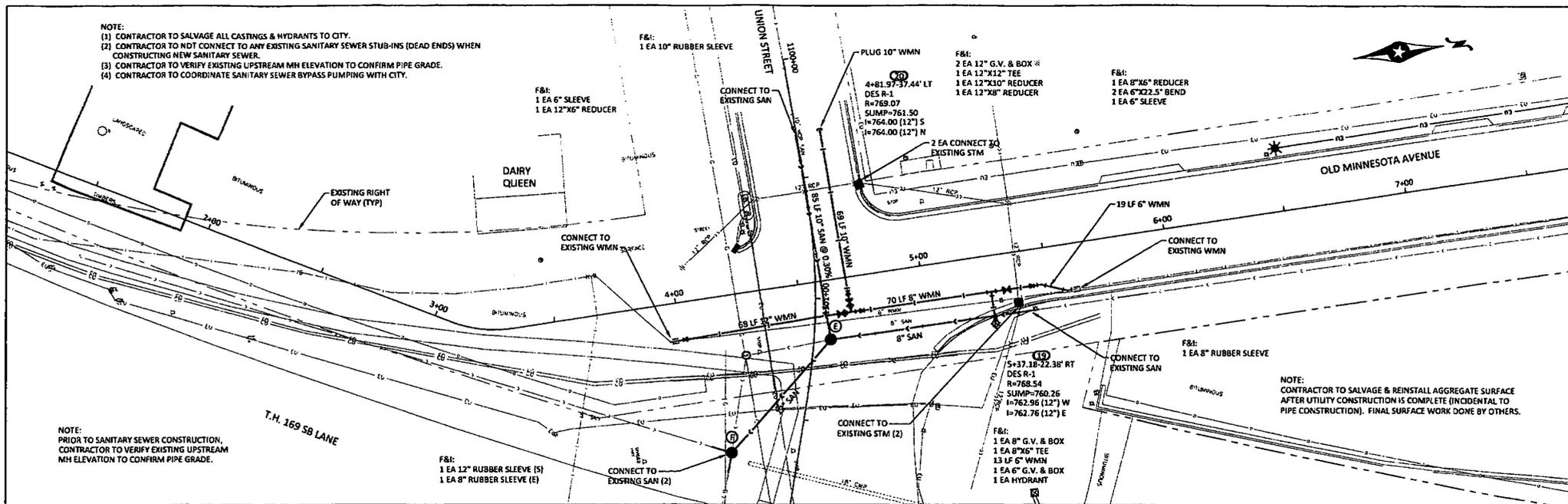
LGG/amg



<p>0 20 40 SCALE FEET</p> <p>0 5 10 SCALE FEET</p>	<p>I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A duly LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.</p> <p><i>Jeffery J. O'Quinn</i> JEFFERY O'QUINN C.E. NO. 26464 DATE: 06/26/2014</p>	<p>BOLTON & MENK, INC. Consulting Engineers & Surveyors MANIKATO, MN; RAMSEY, MN; SLEEPY EYE, MN; BURNSVILLE, MN; WILLMAR, MN CHASKA, MN; FARMINGTON, MN; MAPLEWOOD, MN; BAXTER, MN; ROCHESTER, MN AMES, IA; SPENCER, IA; DES MOINES, IA; FARGO, ND</p>	<p>CITY OF SAINT PETER, MINNESOTA 2014 T.H. 169 & UNION STREET UTILITY IMPROVEMENTS T.H. 169 SANITARY SEWER CROSSING - UTILITY PLAN 1200+40 - 1205+72</p>	<p>SHEET 21</p>
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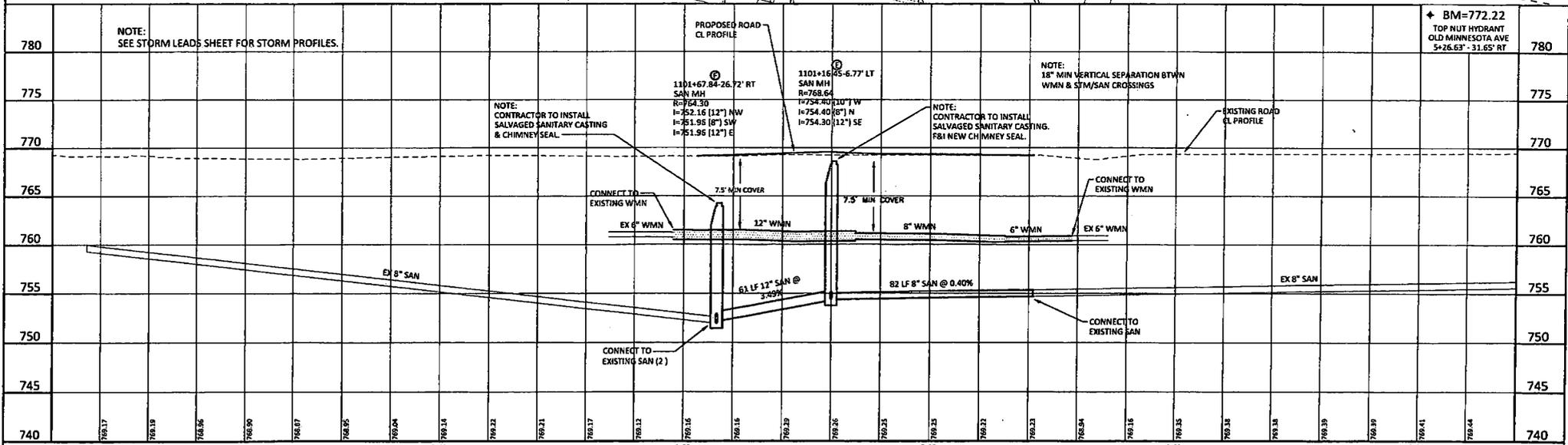
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- NOTE:
 (1) CONTRACTOR TO SALVAGE ALL CASTINGS & HYDRANTS TO CITY.
 (2) CONTRACTOR TO NOT CONNECT TO ANY EXISTING SANITARY SEWER STUB-INS (DEAD ENDS) WHEN CONSTRUCTING NEW SANITARY SEWER.
 (3) CONTRACTOR TO VERIFY EXISTING UPSTREAM MH ELEVATION TO CONFIRM PIPE GRADE.
 (4) CONTRACTOR TO COORDINATE SANITARY SEWER BYPASS PUMPING WITH CITY.



NOTE:
 PRIOR TO SANITARY SEWER CONSTRUCTION,
 CONTRACTOR TO VERIFY EXISTING UPSTREAM
 MH ELEVATION TO CONFIRM PIPE GRADE.

NOTE:
 CONTRACTOR TO SALVAGE & REINSTALL AGGREGATE SURFACE
 AFTER UTILITY CONSTRUCTION IS COMPLETE (INCIDENTAL TO
 PIPE CONSTRUCTION). FINAL SURFACE WORK DONE BY OTHERS.



NOTE:
 SEE STORM LEADS SHEET FOR STORM PROFILES.

NOTE:
 CONTRACTOR TO INSTALL
 SALVAGED SANITARY CASTING
 & CHIMNEY SEAL.

NOTE:
 CONTRACTOR TO INSTALL
 SALVAGED SANITARY CASTING.
 F&I NEW CHIMNEY SEAL.

NOTE:
 18" MIN VERTICAL SEPARATION BTWN
 W/MN & STM/SAN CROSSINGS

0 20 40 HORIZ. SCALE FEET	0 5 10 VERT. SCALE FEET	I HEREBY CERTIFY THAT THE SEWER, SANITATION, AND WATERWORKS ENGINEER HAS BEEN LICENSED BY THE BOARD OF PROFESSIONAL ENGINEERS UNDER THE LAWS OF THE STATE OF MINNESOTA. JEFFREY J. O'CONNOR 26464 DATE: 06/28/2014	CONSULTING ENGINEER JAD DATE:	 BOLTON & MENK, INC. Consulting Engineers & Surveyors MANKATO, MN FAIRMONT, MN SLEEPY EYE, MN BURNSVILLE, MN WILLMAR, MN CHASKA, MN RAMSEY, MN MAPLEWOOD, MN BAXTER, MN ROCHESTER, MN ANNEA, MN SPENCER, IA GEE HODGES, IA FARGO, ND	CITY OF SAINT PETER, MINNESOTA 2014 T.H. 169 & UNION STREET UTILITY IMPROVEMENTS OLD MN AVE & UNION STREET - UTILITY PLAN 1100+32 - 1101+76 & 3+95 - 5+58	SHEET 20
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BOLTON & MENK, INC.

Consulting Engineers & Surveyors

1960 Premier Drive • Mankato, MN 56001-5900

Phone (507) 625-4171 • Fax (507) 625-4177

www.bolton-menk.com

July 24, 2014

Lew Giesking
Director of Public Works
City of Saint Peter
405 W. St. Julien Street
Saint Peter, MN 56082

RE: 2014 TH 169 & Union Street Utility Improvements
City of Saint Peter, MN
BMI Project No. M14.105586

Dear Lew,

Attached is the bid abstract for the project referenced above. Bids were received at City Hall at 2:00 p.m. on Tuesday, July 22, 2014.

EJM Pipe Services, Inc.	\$579,550.92
Rehnelt Excavating, LLC	\$590,529.30
Engineer's Estimate	\$302,587.00

With both bids almost twice the engineer's estimate, we recommend rejecting the bids and not awarding. It is believed that bids are higher than estimated because of timing, high groundwater, and the presence of boulders in the area of trenchless construction.

Sincerely,

BOLTON & MENK, INC.

Jeffrey A. Domras, P.E.
Project Manager

JAD/rm

Enclosure

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2014 -

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

**RESOLUTION REJECTING BIDS FOR THE 2014 TH169 AND UNION STREET UTILITY
IMPROVEMENT PROJECT**

WHEREAS, the Minnesota Department of Transportation (MnDOT) is constructing a Trunk Highway 169 flood mitigation project; and

WHEREAS, the City committed to reconstructing the intersection of Union Street and Old Minnesota Avenue to match the work being done on Highway 169; and

WHEREAS, staff recommended the construction of additional work to upgrade the water and sewer mains at the same time surface improvements were made at the Union Street intersection and on Highway 169; and

WHEREAS, no bids were received the first time the project was bid in June of 2014; and

WHEREAS, during the second bid process (July 22, 2014), two bids were received as follows:

EJM Services Inc.	\$579,550.92
Rehnelt Excavating LLC	\$590,529.30

WHEREAS, the bids were substantially higher than the City Engineer's \$302,587 estimate for the project; and

WHEREAS, the unit costs are excessive to complete this work; and

WHEREAS, the City does not have sufficient funding available in the Utility funds to finance the added cost; and

WHEREAS, this work can be delayed to a future date; and

WHEREAS, the City Council has the authority to reject all bids and staff recommends the bids be rejected.

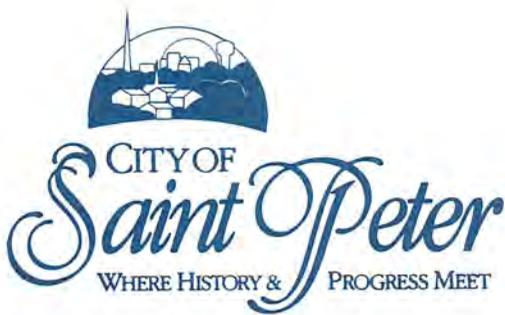
NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SAINT PETER, NICOLLET COUNTY, MINNESOTA, THAT: The City Council hereby rejects all bids received on July 22, 2014 for the 2014 TH 169 and Union Street Utility Improvement Project.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 28th day of July, 2014.

Timothy Strand
Mayor

ATTEST:

Todd Prafke
City Administrator



Memorandum

TO: Todd Prafke
City Administrator

DATE: 07/24/14

FROM: Paula O'Connell
Director of Finance/Treasurer

RE: Unbudgeted Purchase: Computer Servers

ACTION/RECOMMENDATION

Approve the unbudgeted purchase of two servers from Computer Technology Solutions, Inc.

BACKGROUND

The current Primary Domain Controller (PDC) Server serves as the primary domain name server (DNS) and the City's Incode Financial software/database server. This server was installed in April of 2006. At that time the Financial software for the City was using "character mode" interface meaning that there were no graphics involved. Over the years we have switched to a Graphic User Interface (GUI) environment for the financials software. A GUI environment requires more horse power to run than character mode. We also went from a regular flat database design for the data to a Structured Query Language (SQL) database format. SQL requires lots of resources to run efficiently. Each new module within the Incode Software that we add (account receivables) puts more workload on the Server. Over the years we have fine-tuned the hardware/software as well as added additional RAM into the server.

Normal server life cycles are 3-5 years. We have been operating this server for over 8 years. The server is running Windows Server 2003. Windows Server 2003 is no longer supported as of April 2014. The server is well past the anticipated life cycle and is struggling to keep up with the demands we are putting on it. I recommend replacement of this server with two new servers.

The replacement Incode server will be installed with the latest server, SQL and backup software. The new server will have the growth potential of adding an additional Central Processing Unit (CPU), additional Ram and additional hard drive storage space if needed in the future. This server will cost \$13,545.00 and includes delivery, installation, conversion and a 24/7 support service.

Microsoft has been issuing security warnings since 2006 that problems may be experienced when installing our Incode software type on a PDC. Therefore, I recommend the purchase of a small stand-alone server to function as the PDC/DNS server only. This second server, which is a stand-alone server, would function solely as the PDC/DNS server and have no other software loaded on it. This server will cost \$4,115.00 and includes delivery, installation, and conversion.

Quotes were requested from two vendors for these purchases as follows:

<u>VENDOR</u>	<u>INCODE SERVER</u>	<u>PDC/DNS SERVER</u>
Computer Technology Solutions	\$13,545.00	\$4,115.00
Emergent Networks	\$15,070.32	No quote

I recommend purchasing both servers from Computer Technology Solutions.

FISCAL IMPACT:

The total cost for the two servers is \$17,660.00 and although this is an unbudgeted purchase, funding will be split between Electric, Water, Wastewater, Refuse, General, Library and Community Center reserve funds.

ALTERNATIVES/VARIATIONS:

Do not act: Staff will continue as is, knowing that the support of Windows Server 2003 is no longer supported.

Negative Votes: Staff will continue as is, knowing that the support of Windows Server 2003 is no longer supported.

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.

PO

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2014 -

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

RESOLUTION AUTHORIZING UNBUDGETED PURCHASE OF COMPUTER SERVERS

WHEREAS, the current server for the City's primary domain name service and Incode financial software and database programs was purchased in 2006 with an expected useful life of three to five years; and

WHEREAS, it is not recommended to run these two uses on the same server; and

WHEREAS, Microsoft has notified customers that the current server is no longer supported as of April, 2014; and

WHEREAS, staff received quotes for replacement of the server with two new servers as follows:

<u>VENDOR</u>	<u>INCODE SERVER</u>	<u>PDC/DNS SERVER</u>
Computer Technology Solutions	\$13,545.00	\$4,115.00
Emergent Networks	\$15,070.32	No quote

WHEREAS, staff recommends accepting the quote from Computer Technology Solutions for both servers; and

WHEREAS, funding is available for these unbudgeted purchases from the Electric, Water, Wastewater, Refuse, General, Library and Community Center reserve funds.

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

1. Council approval is provided for the unbudgeted purchase of the following servers from Computer Technology Solutions, Inc. as follows

Primary Domain Name Server	\$4,115.00
Incode Financial Software/Database Server	\$13,545.00

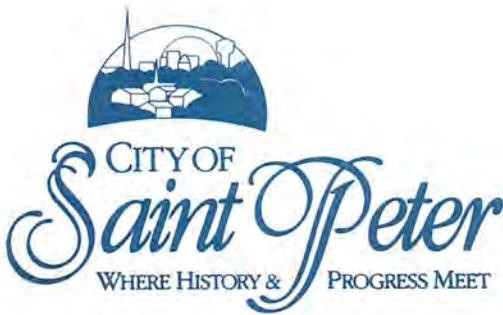
2. Funding for the unbudgeted purchases shall be from Electric, Water, Wastewater, Refuse, General, Library and Community Center fund reserves.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 28th day of July, 2014.

Timothy Strand
Mayor

ATTEST:

Todd Prafke
City Administrator



Memorandum

TO: Honorable Mayor Strand
Members of the City Council

DATE: 7/25/2014

FROM: Todd Prafke
City Administrator

RE: Minimum Wage Pay Modifications

ACTION/RECOMMENDATION

Approve a resolution modifying certain wages to promote the City meeting the new minimum wage requirements by the implementation deadline.

BACKGROUND

The Council previously discussed this topic at its last Goal Session. At that time we discussed the various philosophies of pay and how those work which might be challenged by changes to minimum wage rules, and how those rule changes impact our pay system.

The Council discussed a number of options and directed staff to develop a plan that met the new rules, but also worked to satisfy overall goals related to pay philosophy and pay. It was suggested that these changes should occur in a series of events spanning a time frame of a couple years and would start with more immediate changes to meet the new requirements.

In other words, not all changes to meet the requirements will be reflected in the attached resolution. Some with more system-wide impact will be recommended in October or November of this year. Other changes will happen into the 2015 year due in part to the minimum wage requirements being spread out over 3 years.

Please find attached a document from the Department of Labor, State of Minnesota website that helps illustrate, in a summary fashion, the rules related to minimum wage.

The proposed resolution modifies two scales for part-time employee classifications and two employee pay modifications for Public Access (SPPA) personnel and a per hour increase for Library Circulation Clerks. Please know that this is not the total final solution. Other changes will be proposed in late 2014 to these and other job classes that reflect what I view as the Council direction related to meeting the relative pay goals of the City.

You may note that two of the pay scales provide for pay that is less than the commonly referred to minimum wage but is allowed for in an exception in the law due to the predominance of employees being under the Youth Wage or Training requirements. In those instances where we have employees that do not fall into those specific exceptions, we will meet the lawful pay

requirements. In other words, if an employee is too old to meet those exceptions, we would be required to pay the minimum wage.

Not all job titles have wage scales. Therefore, the resolution is not just pay scales, but also includes per hour wage changes that would be provided to all employees in those specific job titles to maintain current relative pay relationships. These changes meet the requirements as discussed above. Please note that Library Circulation Clerks are likely to be placed in a scale for the 2015 year, but our plan now is to address the most immediate issue as a part of this resolution.

FISCAL IMPACT:

The General Fund impact of these specific changes is estimated at less than \$1,300 for the remainder of the year as both changes are to seasonal positions which will end in late August or early September. Impact to the Library Fund is estimated at \$650 through December. Additional changes discussed for action in late 2014 and effective for 2015 will be part of your budget discussions in the next six weeks.

ALTERNATIVES/VARIATIONS:

Do Not Act: Staff will wait for your direction, however if you fail to act in the near future, staff will meet the established law which will drive your overall pay system in a direction that you discussed as less desirable.

Denial: Staff will wait for your direction however if you fail to act in the near future staff will meet the established law which will drive your overall pay system in a direction that you discussed as less desirable.

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



EMPLOYER FACT SHEET MINIMUM WAGE RATES

NEW MINIMUM WAGE LAW TAKES EFFECT AUG. 1, 2014

PROVISION	CURRENT LAW	NEW LAW
Large employer wage	\$6.15/hour*	\$8.00/hour on Aug. 1, 2014 \$9.00/hour on Aug. 1, 2015 \$9.50/hour on Aug. 1, 2016
Small employer wage	\$5.25/hour	\$6.50/hour on Aug. 1, 2014 \$7.25/hour on Aug. 1, 2015 \$7.75/hour on Aug. 1, 2016
90-day training wage (under 20 years of age)	\$4.90/hour	\$6.50/hour on Aug. 1, 2014 \$7.25/hour on Aug. 1, 2015 \$7.75/hour on Aug. 1, 2016
Youth wage (under 18 years of age)	\$6.15/hour* or \$5.25/hour based on employer size	\$6.50/hour on Aug. 1, 2014* \$7.25/hour on Aug. 1, 2015 \$7.75/hour on Aug. 1, 2016
Federal minimum wage rate	\$7.25/hour	No change on Aug. 1, 2014
Inflation increase	No inflation increase	Inflation increase starts Jan. 1, 2018

* Federal minimum wage rate may apply. Visit www.dol.gov/dol/topic/wages/minimumwage.htm for specifics.

STATE AND FEDERAL MINIMUM WAGE LAW

- There are both state and federal minimum wage laws.
- If more than one minimum wage applies, the employee must be paid the highest minimum wage.
- Minimum wage rates apply to all hours worked, whether part time or full time.
- Employees must be paid at least the current minimum wage rate, no matter how they are paid.
- To determine whether you are a small or large employer, view the employer fact sheet "Business size and minimum wage" at www.dli.mn.gov/minwage.



CONTACT INFORMATION

Department of Labor and Industry
Labor Standards
443 Lafayette Road N. • St. Paul, MN 55155-4306

Phone: (651) 284-5070 • Toll-free: 1-800-342-5354
dli.laborstandards@state.mn.us
www.dli.mn.gov/laborlaw.asp



Notice: This flier is a brief summary of Minnesota law and is intended as a guide.
It is not to be considered a substitute for Minnesota Statutes regarding minimum wage laws.

This document can be provided in different forms, such as large print, Braille or audio, by calling (651) 284-5005 or 1-800-342-5354.

Version 0514

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CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2014 -

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

**RESOLUTION MODIFYING CERTAIN EMPLOYEE WAGES TO ENSURE COMPLIANCE
WITH MINIMUM WAGE REGULATIONS**

WHEREAS, new rules and laws have been established by the State of Minnesota relative to minimum wage; and

WHEREAS, those rules necessitate changes to pay within the City; and

WHEREAS, the City Council has goals and a philosophy of pay priorities that are used to manage the overall pay system in the City; and

WHEREAS, the City Council has previously established pay scales for certain positions and now finds it advantageous to modify those pay scales; and

WHEREAS, the modification to pay in other specific job titles is also needed to reflect the wishes and pay philosophy of the City Council.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SAINT PETER, NICOLLET COUNTY, MINNESOTA, THAT: The following wages shall be effective August 1, 2014:

AQUATICS PAY SCALE

# OF YEARS	CASHIER	LIFEGUARD TRAINING	WSI	WSI/LGT	HEAD GUARD
1	6.80	7.25	7.65	8.00	---
2	7.05	7.50	7.90	8.25	---
3	7.30	7.75	8.15	8.75	---
4	7.55	8.00	8.40	9.00	10.00
5	7.80	8.25	8.65	9.25	10.50
6	8.05	8.50	8.90	9.50	11.00

SUMMER RECREATION PAY SCALE

# OF YEARS	RECREATION ASSISTANT/OFFICE ASSISTANT	RECREATION LEADER/COACH	SUMMER PROGRAM COORDINATOR
1	\$7.30/hour	\$8.00/hour	\$9.50/hour
2	\$7.55/hour	\$8.25/hour	\$10.00/hour
3	\$7.80/hour	\$8.50/hour	\$10.50/hour
4	\$8.05/hour (top of scale)	\$8.75/hour	\$11.00/hour
5	No increase	\$9.00/hour (top of scale)	\$11.50/hour
6+	No increase	No increase	\$12.00/hour (top of scale)

PUBLIC ACCESS PRODUCTION ASSISTANTS:

Robert Lawson \$8.17

Casey Conroy \$8.35

Library Circulation Clerks - (6 Clerks) \$0.25 per hour increase for each Clerk.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 28th day of July, 2014.

Timothy Strand
Mayor

ATTEST:

Todd Prafke
City Administrator

PROCLAMATION

“NIGHT TO UNITE DAY”

WHEREAS, the Minnesota Crime Prevention Association, along with AAA and local law enforcement agencies, are sponsoring a statewide program called Night to Unite on August 5, 2014; and

WHEREAS, Night to Unite is designed for neighbors to get to know others in their neighborhood, build neighborhood involvement by bringing Police and communities together; and bring an awareness to crime prevention and local law enforcement efforts; and

WHEREAS, Night to Unite supports the idea that crime prevention is an inexpensive, effective tool in strengthening Police and community partnerships; and

WHEREAS, Night to Unite provides opportunities to celebrate the ongoing work of law enforcement and neighborhoods in Saint Peter by working together to fight crime and victimization and increase public safety for all citizens; and

WHEREAS, the citizens of Saint Peter play an important role in assisting the Saint Peter Police Department through joint crime, drug and violence prevention efforts.

NOW, THEREFORE, I, Timothy Strand, Mayor of the City of Saint Peter, Minnesota, do hereby proclaim August 6, 2014 as “NIGHT TO UNITE DAY” in the City and encourage all citizens of Saint Peter to participate in the sixth annual Night To Unite celebration at Veteran’s Memorial Park. In witness whereof, I have hereunto set my hand and caused the seal of the City of Saint Peter to be affixed this 28th day of July, 2014.

Timothy Strand
Mayor

ATTEST:



Todd Prafke
City Administrator

