

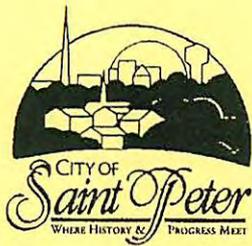
**CITY OF SAINT PETER, MINNESOTA
AGENDA AND NOTICE OF MEETING**

Regular City Council Meeting of Monday, July 8, 2013
Community Center Governors' Room - 7:00 p.m.
Please enter Community Center through the door marked "A"

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

None scheduled
- VII. **NEW BUSINESS**
 - A. Chapel View Development Agreement Release
 - B. Unbudgeted Purchase: Vehicle Repair Lift
 - C. Highway 169 Project Public Hearing
 - D. 2013 Wastewater Budget/Rate Approval
 - E. Transit System Route Project
 - F. Business License Application
- VIII. **REPORTS**
 - A. **MAYOR**
 - B. **CITY ADMINISTRATOR**
 - 1. City/School/Gustavus Committee Meeting Schedule
 - 2. City/School District Committee Meeting Schedule
 - 3. Joint City Council/School Board Meeting Schedule
 - 4. Pool Painting Project Update
 - 5. 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 June 24, 2013 regular Council 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**

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

V. APPROVAL OF CONSENT AGENDA ITEMS

The consent agenda, including approval of the schedule of disbursements for June 20, 2013 through July 3, 2013, is attached. Please see the attached staff reports and RESOLUTION.

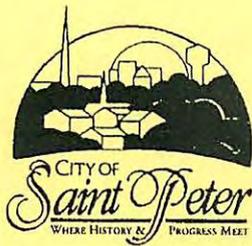
VI. UNFINISHED BUSINESS

None scheduled.

VII. NEW BUSINESS

A. **ADOPTION OF A RESOLUTION RELEASING DEVELOPMENT AGREEMENT TERMS FOR CHAPEL VIEW LLC**

The development agreement between the City and Chapel View LLC includes a stipulation that the Developer will be granted a release from the agreement once the public improvements in the subdivision have been completed. The improvements are now completed and the developer has asked to be released from the agreement as provided for in the document. Staff recommends approval. Please see the attached staff report and RESOLUTION.



B. ADOPTION OF A RESOLUTION APPROVING UNBUDGETED PURCHASE OF PORTABLE LIFT

Staff requests authorization be provided for the unbudgeted purchase of a portable lift and two jack stands to allow the City's Mechanic to safely lift larger vehicles that will be serviced. Please see the attached staff report and RESOLUTION.

C. ADOPTION OF A RESOLUTION CALLING FOR PUBLIC HEARING ON LAYOUT OF THE HIGHWAY 169 PROJECT

The Minnesota Department of Transportation will be undertaking a project for improvements to Highway 169 between Union Street and Highway 22/Dodd Avenue in Saint Peter. As required by State Statute, the City Council must conduct a public hearing before formally adopting/approving the project design. Staff recommends a public hearing be scheduled for August 12, 2013. Please see the attached staff report and RESOLUTION.

D. ADOPTION OF RESOLUTIONS ADOPTING THE 2013 WASTEWATER BUDGET AND MODIFYING WASTEWATER RATES

Staff recommends adoption of the 2013 Wastewater Fund budget and modification to the wastewater rate schedule. Please see the attached staff report and RESOLUTIONS.

E. ADOPTION OF A RESOLUTION APPROVING CHANGE TO TRANSIT SYSTEM SERVICE (DESIGNATION OF ROUTE SYSTEM)

Staff recommend approval be provided for a change to the transit system to add a deviated route system. Please see the attached staff report and RESOLUTION.

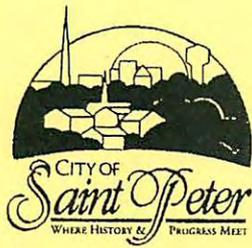
F. ADOPTION OF A RESOLUTION APPROVING BUSINESS LICENSE APPLICATION

An application has been submitted for a Peddler's license. Following a background investigation, nothing was found which would prohibit issuance of the license. Staff recommends approval of the license application. Please see the attached staff report and RESOLUTION.

VIII. REPORTS

A. MAYOR

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



B. CITY ADMINISTRATOR

1. REPORT ON CITY/SCHOOL/GUSTAVUS COMMITTEE MEETING SCHEDULE

The next City/School/Gustavus committee meeting will take place at 6:30 p.m. on Wednesday, July 10th. A report will be provided at this time.

2. REPORT ON CITY/SCHOOL COMMITTEE MEETING SCHEDULE

A report will be provided at this time on the schedule for the next City/School committee meeting of July 11th.

3. REPORT ON JOINT CITY COUNCIL/SCHOOL BOARD MEETING SCHEDULE

A report will be provided on the schedule for the joint meeting of the City Council and School Board which is scheduled for July 16th at 6:00 p.m.

4. REPORT ON POOL PAINTING PROJECT

A report will be provided on the painting project at the City's outdoor pool.

5. OTHERS

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

IX. ADJOURNMENT

Office of the City Administrator
Todd Prafke

CITY OF SAINT PETER, MINNESOTA

OFFICIAL PROCEEDINGS

MINUTES OF THE CITY COUNCIL MEETING

JUNE 24, 2013

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Saint Peter was conducted in the Governors' Room of the Community Center on June 24, 2013.

A quorum present, Mayor Strand called the meeting to order at 7:05 p.m. The following members were present: Councilmembers Pfeifer, Kvamme, Zieman, Eichmann, Brand, Carlin and Mayor Strand. The following officials were present: City Administrator Prafke, City Attorney Brandt, and City Engineer Domras.

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

Public Hearing: Ewing Street Vacation Request – Mayor Strand opened the public hearing on a request to vacate a portion of Ewing Street at 7:05 p.m. City Administrator Prafke reviewed the process for conducting public hearings. Community Development Director Wille reviewed the petition to vacate a portion of Ewing Street and reported a 16' access drive would continue to be maintained by agreement with abutting property owners. Wille stated the Planning and Zoning Commission recommended approval of the street vacation. There being no further speakers, the hearing was declared closed at 7:09 p.m.

Public Hearing: Rezoning Request – Nicollet County - Mayor Strand opened the public hearing on a request by Nicollet County to rezone property they own which is located along South Front Street from RP-1 (Residential/Professional Office) to CBD (Central Business District) at 7:09 p.m. Wille noted the Planning Commission recommended approval. Nicollet County Administrator Ryan Krosch addressed the Council and indicated a 45,000 square foot two-story office building would be built on the property and the building would house Human Services, Public Health, Veteran's Services, and Brown/Nicollet County Environmental Services. Krosch indicated the County hoped to have construction begin late this year. Krosch also noted the Morton building that is currently on the site would be moved to the County Public Works facility. There being no further speakers, the hearing was declared closed at 7:14 p.m.

Approval of Minutes – A motion was made by Zieman, seconded by Eichmann, to approve the minutes of the June 10, 2013 regular City Council meeting. With all in favor, the motion carried and the minutes were approved. A complete copy of the minutes of the June 10, 2013 regular City Council meeting is contained in the City Administrator's book entitled Council Proceedings 18.

Visitors – Christa Wolner of the Drummer Corporation presented a \$10,000 donation from the company and its' employees to be help fund delivery of the fire truck to Petatlan, Mexico (\$5,000) and for ongoing maintenance costs for the TREEmendous playground (\$5,000). Ms. Wolner indicated the company was currently constructing rental housing units in the Orchard Ridge Subdivision and she thanked City staff for their assistance with their project. Mayor Strand thanked Ms. Wolner and the Drummer Corporation for the generous donation.

Consent Agenda – In motion by Pfeifer, seconded by Carlin, Resolution No. 2013-92 entitled "Resolution Approving Consent Agenda" was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2013-92 is contained in the City Administrator's book entitled Council Resolutions 19.

Park Row Crossing Development Agreement – City Administrator Prafke introduced Shannon Sweeney of David Drown Associates who recommended approval of the development agreement with Southwest Minnesota Housing Partnership (SWMHP) Park Row Crossing LLC. Sweeney indicated the development agreement called for the City to sell the lot to SWMHP for \$1.00 and stipulated the “pay as you go” tax increment financing would extend to a maximum expenditure of \$647,000 plus 2.7% interest over twenty-six (26) years. Councilmember Carlin asked for additional information on how tax increment financing works and the philosophy for use of tax increment funds for a housing development. Sweeney reported providing the tax increment subsidy allowed the developer to develop a very nice facility that is affordable and keeps rents lower for tenants because 95% of the increments generated by the project will be returned to SWMHP. City Administrator Prafke pointed out that Park Row Crossing was the only project in Minnesota to receive tax credit funding this year from the Minnesota Housing Finance Agency. In motion by Eichmann, seconded by Carlin, Resolution No. 2013-93 entitled “Resolution Authorizing Execution Of A Development Agreement Between The City Of Saint Peter And SWMHP Park Row Crossing LLC”, was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2013-93 is contained in the City Administrator's book entitled Council Resolutions 19.

G.O. Tax Increment Bond Sale Authorization – Shannon Sweeney of David Drown Associates presented a recommendation to authorize the competitive sale of \$890,000 in general obligation tax increment bonds that will be used to finance the public improvements being constructed along North Third Street. Sweeney recommended a Standard and Poor's rating be purchased and reported the \$8,000 cost to purchase the rating would reduce interest rates on the bond issuance significantly enough to offset the cost. Sweeney pointed out that tax increment bonds were being used because it was difficult to assess the improvements that are being made to any one property and the Tax Increment Financing District was created to allow for refurbishing of infrastructure in the area to serve a higher use which would be the retail development (Shopko) which was already under way. Councilmember Kvamme questioned why the tax increment plan being used for this project was different than a “pay as you go” plan. Sweeney and City Administrator Prafke indicated that the public improvements were difficult to attach to a particular property and would serve a broader purpose and ultimately the assets being funded (sewer, water lines, etc...) will belong to the City versus something like Park Row Crossing which will belong to a private developer. In motion by Kvamme, seconded by Carlin, Resolution No. 2013-94 entitled “Resolution Providing For The Competitive Negotiated Sale Of \$890,000 General Obligation Tax Increment Bonds, Series 2013B”, was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2013-94 is contained in the City Administrator's book entitled Council Resolutions 19.

2012 Audit Presentation/Acceptance – Auditor James Eichten of Malloy, Montague, Karnowski, Radosevich & Company, the City's audit firm, presented his findings from the 2012 audit of the City's finances. Eichten provided an in-depth review of his management report and stated he had issued an unqualified (clean) opinion. Eichten noted two findings involving segregation of duties, which is a very common finding for cities with small staff sizes and which has been a finding in several previous audits, and reimbursements of both monthly vehicle allowances and mileage being provided to certain employees. Eichten noted paying both is not allowed under State law and the practice has been discontinued. Eichten stated there had been a slight increase in the City's taxable market value which was a dramatic improvement compared to the rest of the state which had experienced a substantial decline in market value. Eichten also noted an increase in the governmental funds balance of \$900,000.

Eichten reported staff had adhered to the budgets adopted by the Council and reported the City's net position had increased by almost \$961,000 compared to a \$1.8 million decrease in net

position in 2011. Eichten also reviewed several of the City's enterprise funds and suggested the City continue to monitor the water fund and review water rates on an annual basis. Eichten commented on the impact grant funds such as the grant for the ARMER radio system have on the City's budget and noted an impact from costs associated with demolition of the old hospital site.

In summary Eichten reported he had issued a clean opinion, that staff had adhered to the adopted budgets and the City's administrative staff were doing an excellent job of managing the City's finances.

Councilmember Kvamme questioned whether the City's debt was considered a lot for a City like Saint Peter and asked how Saint Peter compared to other communities. Kvamme noted that the City had approximately \$64 million in total debt which would equate to \$6,000 per person, but that only \$7 million was general fund debt (payable by property taxes) which equated to \$600 per person. Eichten reported the City's governmental fund expenditures on a per capita basis were only \$136 compared to \$196 in cities of similar size state-wide. Eichten also noted that it was difficult to compare Saint Peter to other cities for the enterprise funds because Saint Peter has more types of activities (long term care facility, medical office building., etc...) that most similar size cities. Eichten stated he will do further analysis on each of the enterprise funds and will provide information on that analysis to staff at a later date.

In motion by Pfeifer, seconded by Zieman, Resolution No. 2013-95 entitled "Resolution Accepting 2012 Financial Statements Together With Independent Auditor's Report", was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2013-95 is contained in the City Administrator's book entitled Council Resolutions 19.

Ewing Street Vacation Request – Community Development Director Wille presented the Planning and Zoning Commission recommendation to approve the request to vacate a portion of Ewing Street. In motion by Eichmann, seconded by Carlin, Resolution No. 2013-96 entitled "Resolution Vacating The North Forty-Four Feet (44') And The South Twenty Feet (20') Of Platted Ewing Street Lying Between North Fifth Street And The North-South Alley Within Block 27, Skaro & Evenson Addition", was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2013-96 is contained in the City Administrator's book entitled Council Resolutions 19.

Rezoning Request: Nicollet County – Community Development Director Wille presented the Planning and Zoning Commission recommendation to approve a request to rezone property owned by Nicollet County from Residential/Professional Office to Central Business District. In motion by Pfeifer, seconded by Carlin, Ordinance No. 11, Third Series entitled "An Ordinance Amending Saint Peter City Code Chapter 24, 'Land Use Regulations And Zoning' And Section 24-6 'Official Map' To Rezone Certain Property As Central Business District And Adopting By Reference Saint Peter City Code Chapter 1, Section 1-6, Which, Among Other Things, Contain Penalty Provisions", was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Ordinance No. 11, Third Series is contained in the City Administrator's book entitled Council Ordinances 2.

Housekeeper Job Description Modification – City Administrator Prafke recommended approval be provided for the proposed modifications to the Part-time Housekeeper job description. Prafke noted the changes were minor in nature, but would ensure the description accurately outlined the essential qualifications and duties of the position. In motion by Pfeifer, seconded by Kvamme, Resolution No. 2013-97 entitled "Resolution Approving Modification To Part-time Housekeeper Job Description", was introduced. Upon roll call, with all in favor, the

Resolution was declared passed and adopted. A complete copy of Resolution No. 2013-97 is contained in the City Administrator's book entitled Council Resolutions 19.

Donation Acceptance – Drummer Corporation – City Administrator Prafke recommended the Council formally accept the \$10,000 donation from Drummer Corporation to be used \$5,000 for delivery of the fire truck to Petatlan, Mexico and \$5,000 for ongoing maintenance costs at the TREEmendous play structure. In motion by Zieman, seconded by Brand, Resolution No. 2013-98 entitled "Resolution Accepting Donation From Drummer Corporation", was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2013-98 is contained in the City Administrator's book entitled Council Resolutions 19.

Reports

Mayor's Reports – Mayor Strand thanked Councilmember Pfeifer for serving as Mayor pro tem during his recent absence. Strand also reported on his recent activities which included Region Nine Development Commission meetings, attending a meeting of the Veteran's Last Man's Club; the Council goal session and the League of Minnesota Cities conference in St. Paul.

Council Goal Session – City Administrator Prafke reported the Council had recently had a goal session and he would be distributing some information to Councilmembers in the near future based on their goal session discussion.

City/County Committee Meeting Discussion – Councilmembers Eichmann and Pfeifer reported on discussion at the City/County committee meeting of June 12th which included compost facilities, Gardner Road, updates on activities of the City and County, Welco West Subdivision, and other topics.

League of Minnesota Cities Conference – City Administrator Prafke and Mayor Strand reported on the League of Minnesota Cities conference and sessions they attended as well as the celebration event for the 100th anniversary of the League which was held during the conference at the newly renovated Union Depot in St. Paul.

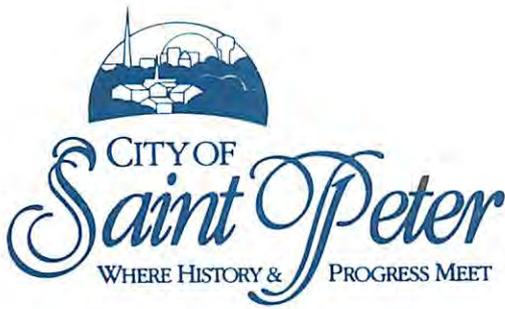
Hospital CEO Recruitment – City Administrator Prafke reported the public was invited to a "meet and greet" event on June 26th to meet the candidates who will be interviewed for the Hospital CEO position.

There being no further business, a motion was made by Pfeifer, seconded by Brand, to adjourn. With all in favor, the motion carried and the meeting adjourned at 8:26 p.m.

Timothy Strand
Mayor

ATTEST:

Todd Prafke
City Administrator



Memorandum

TO: Todd Prafke
City Administrator

DATE: 07/03/13

FROM: Lewis Giesking
Director of Public Works

RE: Sidewalk Improvements

ACTION/RECOMMENDATION

Approve an additional \$6,506.20 and make final payment to Nielsen Blacktopping in the amount of \$34,505.20.

BACKGROUND

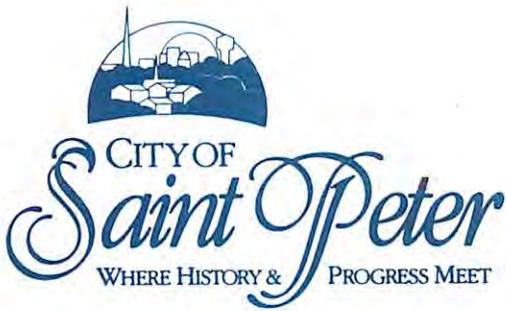
In April 2013, the City Council engaged Nielsen Blacktopping via a quote to make sidewalk, alley access and handicapped access improvements in the amount of \$27,999. The improvements included seven areas for improvement in the 100 and 200 Block of South Third Street, 229 West Nassau Street and three areas outside the downtown area including the 300 Block of South Front Street.

Staff worked with Nielsen's to achieve current Americans' With Disabilities Act (ADA) handicap standards at the locations listed above due to overages in cost. Not all areas were completed that were identified in the original scope. City quantity estimates were short due to the ADA standards requiring a much flatter surface which extends the proposed changes back into the sidewalk areas. Work was also completed for the Electric Utility in the seven areas where trip hazardous were present. Staff removed 521 Chatham Street and 1024 North Fifth Street from the project scope because there weren't enough funds to complete the work.

With that change, the final project cost is \$34,505.20 which would be funded from the General Fund (\$31,868.20) and Electric Fund (\$2,637.00). The work will be funded from the General Fund and Electric budgets as described above.

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

LGG/vt



Memorandum

TO: Todd Prafke
City Administrator

DATE: 7/02/13

FROM: Lewis Giesking
Director of Public Works

RE: Asphalt Purchase Request

ACTION/RECOMMENDATION

Authorize purchase of additional asphalt patching materials from Southern Minnesota Construction (SMC) in the amount of \$30,000.

BACKGROUND

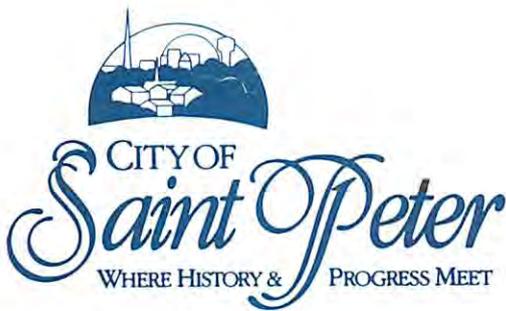
In 2013, the initial street maintenance program identified purchase of asphalt patching materials from Sibley Aggregates in the amount of \$10,000. This was done as access to the SMC facility is interrupted from time to time by SMC's commitment to large projects. This year staff has always had the ability to purchase from the SMC facility.

Staff is proposing to void the purchase from Sibley Aggregates and use those funds plus an additional \$20,000 for a total \$30,000 in purchases from SMC. This would complete the 2013 asphalt patching program. The total committed to street patching in 2013 was to be \$150,600. We continue to be under budget for this year's street maintenance program.

The purchase would be funded from the 2013 streets maintenance budget

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

LGG/vwt



Memorandum

TO: Todd Prafke
City Administrator

DATE: 07/03/13

FROM: Lewis Giesking
Director of Public Works

RE: Water Service Line Repairs

ACTION/RECOMMENDATION

Authorize Rehnelt Excavating LLC of Kasota, Minnesota to repair the water services located at 405 West Mulberry Street and 511 South Fifth Street in the amount of \$6,296.00.

BACKGROUND

City staff was contacted by the homeowners located at 405 West Mulberry Street and 511 South Fifth Street; both were water service line problems. The homeowner at 405 West Mulberry Street discovered that his home had two water lines servicing the property. One of the services is lead (abandoned) and does not have a working curb stop and the other service is copper and in good working condition. According to City Code the homeowner is required to disconnect the abandoned lead line at the watermain. The cost of this project would be assessed to the homeowner. Estimated cost to make the correction is \$3,044.00.

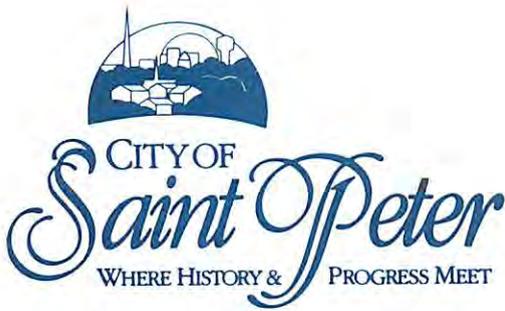
Trinity Lutheran Church located at 511 South Fifth Street has a damaged curb box and an inoperable curb stop. Trinity Lutheran Church has contacted staff and is requesting to make the necessary corrections and assess the cost to the property. Each of these projects would be completed by August 29, 2013. Estimated cost to make the correction is \$3,252.00.

Quotations were received from the following:

Rehnelt Excavating LLC	\$6,296.00
PSC Construction	Did not submit quote
Veith Construction	Did not submit quote

Work to be funded by assessment to the respective property owners.

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



Memorandum

TO: Todd Prafke
City Administrator

DATE: 07/03/13

FROM: Lewis Giesking
Director of Public Works

RE: 2013 John Deere Rotary and Disc Mower Purchases

ACTION/RECOMMENDATION

Authorize Kibble Equipment from Mankato, Minnesota to furnish and deliver a John Deere HX7 Rotary Mower and a John Deere 265 Disc Mower in the amount of \$16,437.38. Declare Woods Mower S/N 20712 and John Deere Disc Mower S/N E00265A164329 as surplus.

BACKGROUND

The 2013 Stormwater Budget contains money allocated for the replacement of the existing Woods Rotary Mower and John Deere Disc Mower. Both of these mowers are used to maintain various City facilities including stormwater basins, dikes, ditches, and City right-of-ways and nurseries. With this purchase, the existing rotary and side mowers would be declared surplus and disposed of through the live auction on the State website.

We received four formal written proposals and recommend purchase of the equipment from Kibble Equipment of Mankato in the amount of \$16,437.38.

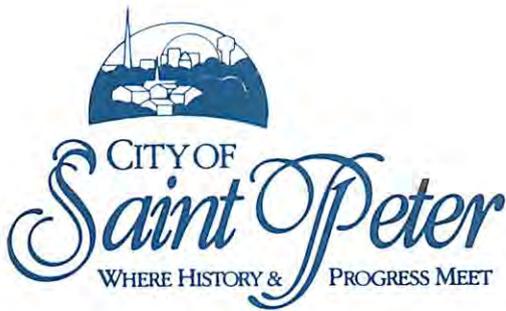
Written proposals were received from:

<i>Kibble Equipment, Mankato</i>	<i>\$16,437.38</i>
<i>Ag Power, Belle Plaine</i>	<i>\$16,779.37</i>
<i>Kibble Equipment, New Ulm</i>	<i>\$17,260.31</i>
<i>Kibble Equipment, Nicollet</i>	<i>\$17,399.25</i>

Funding for this purchase was budgeted in the Stormwater Fund budget.

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

LGG:vt



Memorandum

TO: Todd Prafke
City Administrator

FROM: Cindy Moulton
Administrative Secretary

RE: License Applications

DATE: 7/3/2013

ACTION/RECOMMENDATION

Provide approval of renewal business license applications.

BACKGROUND

The City has received several temporary license applications for City Council approval.

The Fourth of July celebration will be taking place at Minnesota Square Park. The Lemon has submitted a Temporary Soft Drink license application in order to sell lemonade at the park. The St. Peter Wrestling Club has also submitted a Temporary Gambling Permit to allow them to sell raffle tickets at the park on July 4th. The actual raffle will take place at the Nicollet County Fair on August 10, 2013. Both of these licenses were approved by the City Administrator for ratification by the Council.

The Nicollet County Fair is being held August 7-11, 2013. The Saint Peter Jaycees have submitted a Temporary Soft Drink and Temporary On Sale Beer license application in order to sell these beverages during the entire fair. The Saint Peter Baseball Association has submitted a Temporary On Sale Wine and Temporary On Sale Beer license application in order to sell these beverages on August 8-10, 2013.

Tasty Treats Concessions has submitted a Temporary Soft Drink license application to allow them to sell soda at the Rock Bend Folk Festival. The festival will take place at Minnesota Square Park on September 7-8, 2013.

The Farmer's Market has submitted a Use of Public Property Permit to allow them to use Parking Lot # 5 from June 29, 2013 – October 31, 2013. The Farmer's Market will be held on Tuesdays from 3 – 6 pm and Saturdays from 8 am – 12 pm.

Please place these items on the July 8, 2013 City Council 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
ABEL'S ELECTRIC MOTOR SHOP	1/2 hp start motor	WASTE WATER FUND	BIOSOLIDS	168.11
			TOTAL:	168.11
AMAZON	ink cartridges	GENERAL FUND	CITY ADMINISTRATION	15.23
	ink cartridges	GENERAL FUND	CITY CLERK	15.23
	ink cartridges	GENERAL FUND	FINANCE	10.15
	ink cartridges	GENERAL FUND	POLICE	8.12
	ink cartridges	GENERAL FUND	BUILDING INSPECTOR	4.06
	ink cartridges	GENERAL FUND	PUBLIC WORKS ADMIN	2.03
	ink cartridges	GENERAL FUND	STREETS	42.95
	ink cartridges	GENERAL FUND	PARKS	34.36
	ink cartridges	GENERAL FUND	ECONOMIC DEVMT	1.02
	ink cartridges	GENERAL FUND	ECONOMIC DEVMT	200.00
	library materials	LIBRARY FUND	LIBRARY	459.81
	camera battery,chrgr	PUBLIC ACCESS	PUBLIC ACCESS	93.95
	ink cartridges	WATER	ADMIN AND GENERAL	9.14
	ink cartridges	WATER	ADMIN AND GENERAL	17.18
	ink cartridges	WASTE WATER FUND	ADMIN AND GENERAL	9.11
	ink cartridges	WASTE WATER FUND	ADMIN AND GENERAL	17.18
	ink cartridges	ENVIRON SERVICES F	ADMIN AND GENERAL	17.18
	ink cartridges	ELECTRIC FUND	ADMIN AND GENERAL	27.41
	ink cartridges	ELECTRIC FUND	ADMIN AND GENERAL	42.95
			TOTAL:	1,027.06
BACHMAN'S, INC.	169 median shrubs	ENVIRON SERVICES F	REFUSE DISPOSAL	487.10
			TOTAL:	487.10
BOLTON & MENK INC	dept head mtg	GENERAL FUND	STREETS	65.63
	msa coordination	GENERAL FUND	STREETS	68.75
	dept head mtg	GENERAL FUND	PARKS	52.50
	th295/333 turnbacks 4/13-5	PERM IMPROVMENT RE	STREETS	391.50
	169 north end options	PERM IMPROVMENT RE	STREETS	1,596.50
	old mn/st julien imp4/13-5	PERM IMPROVMENT RE	STREETS	2,686.50
	washington ave link 4/13-5	PERM IMPROVMENT RE	STREETS	51,695.50
	n 3rd st improvmts 4/13-5	WATER	CAPITAL-WATER DISTRIBU	4,695.67
	dept head mtg	WATER	ADMIN AND GENERAL	26.25
	n 3rd st improvmts 4/13-5	WASTE WATER FUND	CAPITAL-COLLECTOR SYST	4,695.67
	dept head mtg	WASTE WATER FUND	ADMIN AND GENERAL	26.25
	comppost site4/13-5/10	ENVIRON SERVICES F	CAPITAL-GENERAL PLANT	412.50
	dept head mtg	ENVIRON SERVICES F	ADMIN AND GENERAL	26.24
	mapping description4/13-5/	ELECTRIC FUND	POWER DISTRIBUTION	1,890.00
	dept head mtg	ELECTRIC FUND	ADMIN AND GENERAL	65.63
	n 3rd st improvmts 4/13-5	STORMWATER FUND	CAPITAL-COLL SYS/LIFT	4,695.66
	brown st basin thru 5/10/1	STORMWATER FUND	CAPITAL-COLL SYS/LIFT	3,510.00
	plan 3 catch basins4th/ram	STORMWATER FUND	CAPITAL-COLL SYS/LIFT	1,753.00
	mpca audit info4/13-5/10	STORMWATER FUND	COLLECTIONS/LIFT STATI	250.00
			TOTAL:	78,603.75
C & S SUPPLY CO INC	boots taylor j.cloth al ja	GENERAL FUND	STREETS	252.82
	#206 streets hyd cyl paver	GENERAL FUND	STREETS	80.15
	torch head	GENERAL FUND	STREETS	74.80
	boots, nathan h, arik l	GENERAL FUND	PARKS	216.82
	util sump pump	GENERAL FUND	PARKS	105.55
	boots derek m,luke h	WATER	ADMIN AND GENERAL	157.94
	boots luke h	WASTE WATER FUND	ADMIN AND GENERAL	47.98
	boots ben r	ENVIRON SERVICES F	ADMIN AND GENERAL	144.95

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	boots matt j,luke h	STORMWATER FUND	ADMINISTRATION AND GEN	185.64
			TOTAL:	1,266.65
CENTERPOINT ENERGY MINNEGASCO	gas jun "13	GENERAL FUND	FIRE	67.22
	gas jun "13	GENERAL FUND	STREETS	50.46
	gas jun "13	GENERAL FUND	SWIMMING POOL	2,423.70
	gas jun "13	GENERAL FUND	PARKS	40.36
	gas jun "13	LIBRARY FUND	LIBRARY	752.59
	gas jun "13	COMMUNITY CENTER	COMMUNITY CENTER	1,888.58
	gas jun "13	WATER	PURIFICATION AND TREAT	101.99
	gas jun "13	WATER	PURIFICATION AND TREAT	23.39
	gas jun "13	WATER	ADMIN AND GENERAL	20.18
	gas jun "13	WASTE WATER FUND	COLLECTOR/LIFT STAT	12.82
	gas jun "13	WASTE WATER FUND	SOURCE/TREATMENT	142.30
	gas jun "13	WASTE WATER FUND	ADMIN AND GENERAL	20.18
	gas jun "13	ENVIRON SERVICES F	ADMIN AND GENERAL	20.18
	gas jun "13	ELECTRIC FUND	ADMIN AND GENERAL	50.46
			TOTAL:	5,614.41
CENTRAL LANDSCAPE SUPPLY	12' bamboo tree stakes	ENVIRON SERVICES F	REFUSE DISPOSAL	181.69
			TOTAL:	181.69
COLE PAPERS INC	towels,bags,forks,cleaner	GENERAL FUND	STREETS	101.37
	tt&bowls,towels,plate,fork	GENERAL FUND	STREETS	115.89
	towels,bags,forks,cleaner	GENERAL FUND	PARKS	101.37
	tt&bowls,towels,plate,fork	GENERAL FUND	PARKS	115.89
	cleaning supplies	LIBRARY FUND	LIBRARY	8.91
	cleaning supplies	COMMUNITY CENTER	COMMUNITY CENTER	35.64
	towels,bags,forks,cleaner	WATER	DISTRIBUTION AND STORA	50.69
	tt&bowls,towels,plate,fork	WATER	DISTRIBUTION AND STORA	57.95
	towels,bags,forks,cleaner	WASTE WATER FUND	SOURCE/TREATMENT	50.69
	tt&bowls,towels,plate,fork	WASTE WATER FUND	SOURCE/TREATMENT	57.95
	towels,bags,forks,cleaner	ENVIRON SERVICES F	REFUSE DISPOSAL	50.69
	tt&bowls,towels,plate,fork	ENVIRON SERVICES F	REFUSE DISPOSAL	57.95
	towels,bags,forks,cleaner	ELECTRIC FUND	POWER DISTRIBUTION	101.37
	tt&bowls,towels,plate,fork	ELECTRIC FUND	POWER DISTRIBUTION	115.89
	towels,bags,forks,cleaner	STORMWATER FUND	TREATMENT	50.67
	tt&bowls,towels,plate,fork	STORMWATER FUND	TREATMENT	57.95
			TOTAL:	1,130.87
COMPUTER TECHNOLOGY SOLUTIONS, INC.	ram for library loaner com	LIBRARY FUND	LIBRARY	384.75
			TOTAL:	384.75
COURT SPORTS AND MORE	clothing allowance dave g	GENERAL FUND	PUBLIC WORKS ADMIN	117.00
	clothing allowance mike m	GENERAL FUND	STREETS	65.00
	clothing allowance todd m	GENERAL FUND	PARKS	155.00
	clothing allowance scott p	WASTE WATER FUND	ADMIN AND GENERAL	65.00
	raoul b clothing allowance	ENVIRON SERVICES F	ADMIN AND GENERAL	10.69
	clothing allowance jacob y	STORMWATER FUND	ADMINISTRATION AND GEN	233.00
			TOTAL:	645.69
CREDIT RIVER TOOLS	3" cut off tool	GENERAL FUND	STREETS	36.87
	3" cut off tool	GENERAL FUND	PARKS	36.87
	3" cut off tool	WATER	DISTRIBUTION AND STORA	18.44
	3" cut off tool	WASTE WATER FUND	SOURCE/TREATMENT	18.44
	3" cut off tool	ENVIRON SERVICES F	REFUSE DISPOSAL	18.44

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	3" cut off tool	ELECTRIC FUND	POWER DISTRIBUTION	36.87
	3" cut off tool	STORMWATER FUND	TREATMENT	18.43
			TOTAL:	184.36
CROP PRODUCTION SERVICES	weed control chemical	GENERAL FUND	STREETS	39.25
	weed control chemical	GENERAL FUND	PARKS	39.25
	downtn&fencekline weed cnt	GENERAL FUND	PARKS	375.41
	weed control chemical	WATER	DISTRIBUTION AND STORA	19.62
	weed control chemical	WASTE WATER FUND	SOURCE/TREATMENT	19.62
	weed control chemical	ENVIRON SERVICES F	REFUSE DISPOSAL	19.62
	weed control chemical	ELECTRIC FUND	POWER DISTRIBUTION	39.25
	weed control chemical	STORMWATER FUND	TREATMENT	19.63
			TOTAL:	571.65
CRYSTAL LAWN, INC	9v battery for controller	GENERAL FUND	STREETS	14.38
	jefferson irrig startup	GENERAL FUND	PARKS	256.28
	9v battery for controller	GENERAL FUND	PARKS	14.38
	9v battery for controller	WATER	DISTRIBUTION AND STORA	7.19
	9v battery for controller	WASTE WATER FUND	SOURCE/TREATMENT	7.19
	169 nic plaza irrigation	ENVIRON SERVICES F	REFUSE DISPOSAL	70.29
	169 pkg lot irrig startup	ENVIRON SERVICES F	REFUSE DISPOSAL	90.04
	169 mn sq irrig startup	ENVIRON SERVICES F	REFUSE DISPOSAL	116.46
	169 mgm irrig startup	ENVIRON SERVICES F	REFUSE DISPOSAL	59.62
	169 econo startup	ENVIRON SERVICES F	REFUSE DISPOSAL	56.54
	9v battery for controller	ENVIRON SERVICES F	REFUSE DISPOSAL	7.19
	169 backflow testing	ENVIRON SERVICES F	REFUSE DISPOSAL	50.00
	backflow test 169 mgm	ENVIRON SERVICES F	REFUSE DISPOSAL	50.00
	169 streetscape backflow t	ENVIRON SERVICES F	REFUSE DISPOSAL	50.00
	169 backflow testing	ENVIRON SERVICES F	REFUSE DISPOSAL	50.00
	169 backflow test	ENVIRON SERVICES F	REFUSE DISPOSAL	50.00
	9v battery for controller	ELECTRIC FUND	POWER DISTRIBUTION	14.38
	9v battery for controller	STORMWATER FUND	TREATMENT	7.21
			TOTAL:	971.15
DAVIS EQUIPMENT CORPORATION	#808 ball joint&belt sups	GENERAL FUND	PARKS	81.72
			TOTAL:	81.72
DEZURIK, INC.	air regulator for baf's	WASTE WATER FUND	SOURCE/TREATMENT	442.46
			TOTAL:	442.46
BANK OF THE WEST	locater repair new batteri	ELECTRIC FUND	POWER DISTRIBUTION	223.69
			TOTAL:	223.69
EARL F ANDERSEN INC	h/c signs 4 way 6" extensi	GENERAL FUND	STREETS	494.70
	9" name plates	GENERAL FUND	STREETS	612.06
			TOTAL:	1,106.76
ED'S PLUMBING	gorman leaking stool repai	GENERAL FUND	PARKS	143.03
	jefferson on-demand water	GENERAL FUND	PARKS	716.68
			TOTAL:	859.71
ENDRES WINDOW CLEANING INC	library window cleaning	LIBRARY FUND	LIBRARY	700.03
	community ctr window clean	COMMUNITY CENTER	COMMUNITY CENTER	895.61
			TOTAL:	1,595.64
ERA LABORATORIES, INC	lab	WASTE WATER FUND	SOURCE/TREATMENT	109.08

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
			TOTAL:	109.08
ERBERT & GERBERT'S SUBS & CLUBS	meal for officers working	GENERAL FUND	POLICE	80.24
			TOTAL:	80.24
ESS BROTHERS & SONS, INC.	frame & ss lid	WASTE WATER FUND	COLLECTOR/LIFT STAT	372.99
			TOTAL:	372.99
FARMERS ELEVATOR CO OF TRAVERSE	pw fertilizer	GENERAL FUND	STREETS	95.63
	pw fertilizer	GENERAL FUND	PARKS	95.63
	pw fertilizer	WATER	DISTRIBUTION AND STORA	47.81
	pw fertilizer	WASTE WATER FUND	SOURCE/TREATMENT	47.81
	pw fertilizer	ENVIRON SERVICES F	REFUSE DISPOSAL	47.81
	pw fertilizer	ELECTRIC FUND	POWER DISTRIBUTION	95.63
	pw fertilizer	STORMWATER FUND	TREATMENT	47.81
			TOTAL:	478.13
FASTENAL COMPANY	drill bit	GENERAL FUND	STREETS	7.17
	drill bit	GENERAL FUND	STREETS	4.87
	drill bit	GENERAL FUND	PARKS	7.17
	bolts,grills mn sq	GENERAL FUND	PARKS	56.20
	drill bit	GENERAL FUND	PARKS	4.87
	drill bit	WATER	DISTRIBUTION AND STORA	3.58
	drill bit	WATER	DISTRIBUTION AND STORA	2.44
	deep impact socket set	WATER	DISTRIBUTION AND STORA	194.13
	drill bit	WASTE WATER FUND	SOURCE/TREATMENT	3.58
	drill bit	WASTE WATER FUND	SOURCE/TREATMENT	2.44
	drill bit	ENVIRON SERVICES F	REFUSE DISPOSAL	3.58
	drill bit	ENVIRON SERVICES F	REFUSE DISPOSAL	2.44
	drill bit	ELECTRIC FUND	POWER DISTRIBUTION	7.17
	drill bit	ELECTRIC FUND	POWER DISTRIBUTION	4.87
	wedge anchors for cabilets	ELECTRIC FUND	POWER DISTRIBUTION	10.70
	drill bit	STORMWATER FUND	TREATMENT	3.59
	drill bit	STORMWATER FUND	TREATMENT	2.43
			TOTAL:	321.23
FERGUSON WATERWORKS #2516	#163 1.25" curb box top	WATER	NON-DEPARTMENTAL	93.52
			TOTAL:	93.52
JEFF FROST	mpca exam&license fee	WASTE WATER FUND	ADMIN AND GENERAL	100.00
	biosolids exam&certific fe	WASTE WATER FUND	ADMIN AND GENERAL	30.00
			TOTAL:	130.00
GELDNER UNDERGROUND, INC.	1320n5th,1415n.wash bore/p	ELECTRIC FUND	CAPITAL-DISTRIBUTION S	2,505.00
	1320n5th,1415n wash bases	ELECTRIC FUND	CAPITAL-DISTRIBUTION S	300.00
	1320n5th,1415n wash bore	ELECTRIC FUND	CAPITAL-DISTRIBUTION S	702.00
	1615n5th bore&4" id	ELECTRIC FUND	CAPITAL-DISTRIBUTION S	910.00
			TOTAL:	4,417.00
LEWIS GIESKING	appa nashville conf meal	ELECTRIC FUND	ADMIN AND GENERAL	7.19
			TOTAL:	7.19
GILLUND ENTERPRISES INC	tuneup,at cond,gas treat	GENERAL FUND	STREETS	32.45
	tuneup,at cond,gas treat	GENERAL FUND	PARKS	32.45
	tuneup,at cond,gas treat	WATER	DISTRIBUTION AND STORA	16.22
	tuneup,at cond,gas treat	WASTE WATER FUND	SOURCE/TREATMENT	16.22

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	tuneup,at cond,gas treat	ENVIRON SERVICES F	REFUSE DISPOSAL	16.22
	tuneup,at cond,gas treat	ELECTRIC FUND	POWER DISTRIBUTION	32.45
	tuneup,at cond,gas treat	STORMWATER FUND	TREATMENT	16.23
			TOTAL:	162.24
GRAYBAR ELECTRIC COMPANY INC	#70945d pvcǏ 90d pvc	ELECTRIC FUND	NON-DEPARTMENTAL	63.28
	#709 2" 45d pvc sch40	ELECTRIC FUND	NON-DEPARTMENTAL	33.60
	red marking paint	ELECTRIC FUND	POWER DISTRIBUTION	46.85
	red marking paint	ELECTRIC FUND	POWER DISTRIBUTION	228.07
			TOTAL:	371.80
JOHN HANK	class c application&certif	WASTE WATER FUND	ADMIN AND GENERAL	100.00
			TOTAL:	100.00
HAWKINS, INC.	sodium metabisulfite	WATER	PURIFICATION AND TREAT	3,625.00
	caustic soda	WATER	PURIFICATION AND TREAT	1,267.50
			TOTAL:	4,892.50
HOLIDAY COMMERCIAL	june fuel	GENERAL FUND	POLICE	179.73
	june fuel	GENERAL FUND	BUILDING INSPECTOR	122.44
	june fuel	GENERAL FUND	PUBLIC WORKS ADMIN	66.18
	june fuel	GENERAL FUND	STREETS	309.52
	june fuel	GENERAL FUND	PARKS	419.05
	june fuel	COMMUNITY CENTER	COMMUNITY CENTER	95.14
	june fuel	WATER	SOURCE OF SUPPLY	53.10
	june fuel	WATER	PURIFICATION AND TREAT	79.64
	june fuel	WATER	DISTRIBUTION AND STORA	398.22
	sunblock	WATER	ADMIN AND GENERAL	10.68
	june fuel	WATER	CUSTOMER ACCOUNTS	43.29
	june fuel	WASTE WATER FUND	COLLECTOR/LIFT STAT	110.41
	june fuel	WASTE WATER FUND	CUSTOMER ACCOUNTS	43.29
	june fuel	ENVIRON SERVICES F	REFUSE DISPOSAL	514.73
	june fuel	ELECTRIC FUND	POWER DISTRIBUTION	422.36
	june fuel	ELECTRIC FUND	CUSTOMER ACCOUNTS	43.31
	june fuel	STORMWATER FUND	TREATMENT	646.18
			TOTAL:	3,557.27
IMPACT	may utility bills printing	WATER	CUSTOMER ACCOUNTS	136.60
	may utility bills postage	WATER	CUSTOMER ACCOUNTS	359.26
	may utility bills printing	WASTE WATER FUND	CUSTOMER ACCOUNTS	136.60
	may utility bills postage	WASTE WATER FUND	CUSTOMER ACCOUNTS	359.26
	may utility bills printing	ENVIRON SERVICES F	CUSTOMER ACCOUNTS	136.60
	may utility bills postage	ENVIRON SERVICES F	CUSTOMER ACCOUNTS	359.25
	may utility bills printing	ELECTRIC FUND	CUSTOMER ACCOUNTS	136.58
	may utility bills postage	ELECTRIC FUND	CUSTOMER ACCOUNTS	359.26
	may utility bills flyer	ELECTRIC FUND	CUSTOMER ACCOUNTS	286.29
			TOTAL:	2,269.70
ROBERT E JONES	mileage,per diem for schoo	GENERAL FUND	FIRE	151.70
	badge reimbursement	RESTRICTED CONTRIB	FIRE	67.00-
			TOTAL:	84.70
JT SERVICES	#771 12' ss light poles bl	ELECTRIC FUND	NON-DEPARTMENTAL	3,847.50
	#607 5a midget fuse	ELECTRIC FUND	NON-DEPARTMENTAL	218.94
	#633 16' aluminum pole	ELECTRIC FUND	NON-DEPARTMENTAL	6,558.92
	#628 5" spun alum bolt cov	ELECTRIC FUND	NON-DEPARTMENTAL	876.38

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT	
	#460 4" e-loc coupling	ELECTRIC FUND	NON-DEPARTMENTAL	114.72	
			TOTAL:	11,616.46	
LARKSTUR ENGINEERING & SUPPLY, INC.	sprayer parts coupl,clmp,b	GENERAL FUND	STREETS	69.04	
			TOTAL:	69.04	
ANGELA M. MACE	refund for cancelled class	GENERAL FUND	NON-DEPARTMENTAL	40.00	
			TOTAL:	40.00	
MARY'S FLOWERS	green plan	GENERAL FUND	PUBLIC WORKS ADMIN	36.34	
			TOTAL:	36.34	
MATHESON TRI-GAS INC	welding shop co2	GENERAL FUND	STREETS	38.52	
	wire	GENERAL FUND	STREETS	26.62	
	welding shop co2	GENERAL FUND	PARKS	38.52	
	wire	GENERAL FUND	PARKS	26.62	
	welding shop co2	WATER	DISTRIBUTION AND STORA	19.26	
	wire	WATER	DISTRIBUTION AND STORA	13.31	
	welding shop co2	WASTE WATER FUND	SOURCE/TREATMENT	19.26	
	wire	WASTE WATER FUND	SOURCE/TREATMENT	13.31	
	welding shop co2	ENVIRON SERVICES F	REFUSE DISPOSAL	19.26	
	wire	ENVIRON SERVICES F	REFUSE DISPOSAL	13.31	
	welding shop co2	ELECTRIC FUND	POWER DISTRIBUTION	38.52	
	wire	ELECTRIC FUND	POWER DISTRIBUTION	26.62	
	welding shop co2	STORMWATER FUND	TREATMENT	19.24	
	wire	STORMWATER FUND	TREATMENT	13.29	
			TOTAL:	325.66	
MENARDS	jefferson fields stay plug	GENERAL FUND	PARKS	50.22	
			TOTAL:	50.22	
MENK ELECTRIC	service call	ELECTRIC FUND	POWER DISTRIBUTION	60.00	
			TOTAL:	60.00	
METRO FIRE	310a sweepr adapt,swivel h	GENERAL FUND	STREETS	108.76	
			TOTAL:	108.76	
METRO SALES INC	b/w and color printer char	LIBRARY FUND	LIBRARY	559.61	
			TOTAL:	559.61	
MIDWEST SPECIALTY SALES	#709 swinging blade sets r	STORMWATER FUND	TREATMENT	386.08	
			TOTAL:	386.08	
MISC VENDOR	BETHEL BAPTIST CHURCH	memorial	GENERAL FUND	PUBLIC WORKS ADMIN	50.00
	BIG STATE INDUSTRIAL S	torque adaptrs,plier set,w	GENERAL FUND	STREETS	148.71
	BIG STATE INDUSTRIAL S	torque adaptrs,plier set,w	GENERAL FUND	PARKS	148.71
	BIG STATE INDUSTRIAL S	torque adaptrs,plier set,w	WATER	DISTRIBUTION AND STORA	74.36
	BIG STATE INDUSTRIAL S	torque adaptrs,plier set,w	WASTE WATER FUND	SOURCE/TREATMENT	74.36
	BIG STATE INDUSTRIAL S	torque adaptrs,plier set,w	ENVIRON SERVICES F	REFUSE DISPOSAL	74.36
	BIG STATE INDUSTRIAL S	torque adaptrs,plier set,w	ELECTRIC FUND	POWER DISTRIBUTION	148.71
	BIG STATE INDUSTRIAL S	torque adaptrs,plier set,w	STORMWATER FUND	TREATMENT	74.34
	CHAPPELL CENTRAL, INC	filters	WATER	PURIFICATION AND TREAT	465.60
	PEGGY MOUSEL	loss of property	HEARTLAND TRANSIT	TRANSIT/TRANSPORTATION	700.00
	WEBER, BILL	water heater	WATER	DISTRIBUTION AND STORA	809.61
			TOTAL:	2,768.76	

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
MN AMERICAN WATER WORKS ASSOC., C/O LO	awwa conf reg pete m,chris	WATER	ADMIN AND GENERAL	490.00
			TOTAL:	490.00
MN MUNICIPAL UTILITIES ASSOCIATION	summer conf lew 8/19-21	GENERAL FUND	STREETS	58.75
	summer conf lew 8/19-21	GENERAL FUND	PARKS	47.00
	summer conf lew 8/19-21	WATER	ADMIN AND GENERAL	23.50
	summer conf lew 8/19-21	WASTE WATER FUND	ADMIN AND GENERAL	23.50
	summer conf lew 8/19-21	ENVIRON SERVICES F	ADMIN AND GENERAL	23.50
	summer conf lew 8/19-21	ELECTRIC FUND	ADMIN AND GENERAL	58.75
			TOTAL:	235.00
MN PIPE & EQUIPMENT	#251-8"hydrant,#253 9"hydr	WATER	NON-DEPARTMENTAL	4,995.34
	#65 4"rubber saddle wye	WASTE WATER FUND	NON-DEPARTMENTAL	263.59
			TOTAL:	5,258.93
CINDY MOULTON	coffee	GENERAL FUND	MUNICIPAL BUILDING	44.92
			TOTAL:	44.92
PETE MOULTON	msp airport for awwa	WATER	ADMIN AND GENERAL	37.86
	cd office,cable relocate	ELECTRIC FUND	ADMIN AND GENERAL	5.08
	elec issues,drainage,revie	STORMWATER FUND	ADMINISTRATION AND GEN	10.17
			TOTAL:	53.11
MUNICIPAL CLERKS & FINANCE OFFICERS AS	membership dues - luker	GENERAL FUND	CITY ADMINISTRATION	39.00
			TOTAL:	39.00
MVTL LABORATORIES INC	aerobic plate count	WASTE WATER FUND	SOURCE/TREATMENT	11.00
			TOTAL:	11.00
NIELSEN BLACKTOPPING, LLC	2013 damage repair sidewal	GENERAL FUND	STREETS	1,205.00
	sidewalk corrections	GENERAL FUND	STREETS	31,868.20
	hydrant replacement correc	WATER	DISTRIBUTION AND STORA	3,145.50
	hydrant replacement correc	WATER	DISTRIBUTION AND STORA	4,796.50
	400 st julien sidewak corr	WASTE WATER FUND	COLLECTOR/LIFT STAT	241.00
	sidewalk corrections	ELECTRIC FUND	POWER DISTRIBUTION	2,637.00
	932 traverse storm corecti	STORMWATER FUND	COLLECTIONS/LIFT STATI	360.00
			TOTAL:	44,253.20
NORTH CENTRAL INTERNATIONAL	#207 windshield	GENERAL FUND	STREETS	116.25
			TOTAL:	116.25
NORTHLAND CHEMICAL CORP.	liquid bacteria,odor contr	GENERAL FUND	STREETS	23.07
	liquid bacteria,odor contr	GENERAL FUND	PARKS	23.07
	liquid bacteria,odor contr	WATER	DISTRIBUTION AND STORA	11.54
	liquid bacteria,odor contr	WASTE WATER FUND	SOURCE/TREATMENT	11.54
	liquid bacteria,odor contr	ENVIRON SERVICES F	REFUSE DISPOSAL	11.54
	liquid bacteria,odor contr	ELECTRIC FUND	POWER DISTRIBUTION	23.07
	liquid bacteria,odor contr	STORMWATER FUND	TREATMENT	11.52
			TOTAL:	115.35
PETER'S SODDING SERVICE	prep work &sod mn sq	GENERAL FUND	PARKS	289.00
	sod on 4th&elm&5th st	WATER	DISTRIBUTION AND STORA	138.00
	sodding tree stump areas	ENVIRON SERVICES F	REFUSE DISPOSAL	120.00
			TOTAL:	547.00
PSC CONSTRUCTION	assessments	WASTE WATER FUND	COLLECTOR/LIFT STAT	9,310.00

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
			TOTAL:	9,310.00
RONALD D. QUADE	printer ink	GENERAL FUND	FIRE	58.64
	postage	GENERAL FUND	FIRE	46.00
			TOTAL:	104.64
R & E ENTERPRISES OF MANKATO	milling&mobilization	GENERAL FUND	STREETS	6,150.00
			TOTAL:	6,150.00
RAMY TURF PRODUCTS	grounds crew mix	GENERAL FUND	PARKS	38.48
			TOTAL:	38.48
RECREATION SUPPLY COMPANY	pool vac parts	GENERAL FUND	SWIMMING POOL	20.64
			TOTAL:	20.64
RIVER'S EDGE HOSPITAL & CLINIC	seasonal emp drug screens	GENERAL FUND	POLICE	41.50
	seasonal emp drug screens	GENERAL FUND	STREETS	58.00
	seasonal emp drug screens	GENERAL FUND	SWIMMING POOL	1,015.00
	seasonal emp drug screens	GENERAL FUND	PARKS	87.00
	seasonal emp drug screens	COMMUNITY CENTER	COMMUNITY CENTER	29.00
	seasonal emp drug screens	WATER	ADMIN AND GENERAL	77.33
	seasonal emp drug screens	WASTE WATER FUND	ADMIN AND GENERAL	135.34
	seasonal emp drug screens	ENVIRON SERVICES F	ADMIN AND GENERAL	29.00
	seasonal emp drug screens	STORMWATER FUND	ADMINISTRATION AND GEN	77.33
	seasonal emp drug screens	HEARTLAND TRANSIT	TRANSIT/TRANSPORTATION	64.00
			TOTAL:	1,613.50
HANNAH SKINNER	llil rascal supplies	GENERAL FUND	RECREATION/LEISURE SER	10.14
			TOTAL:	10.14
SOUTHERN MN CONSTRUCTION CO INC	asphalt	GENERAL FUND	STREETS	7,355.44
	asphalt ritt&5th,daun,lam,	GENERAL FUND	STREETS	14,254.06
	asphalt	WATER	DISTRIBUTION AND STORA	2,725.59
	water valves	WATER	DISTRIBUTION AND STORA	376.88
			TOTAL:	24,711.97
SPRINT SOLUTIONS, INC.	cell phone svc5/15-6/14	GENERAL FUND	FIRE	17.26
	cell phone svc5/15-6/14	WATER	ADMIN AND GENERAL	39.99
	on call phones 5/15-6/14	WATER	ADMIN AND GENERAL	25.82
	on call phones 5/15-6/14	WASTE WATER FUND	ADMIN AND GENERAL	27.10
	on call phones 5/15-6/14	ELECTRIC FUND	ADMIN AND GENERAL	25.82
			TOTAL:	135.99
STEPP MFG	#713 wand assy & hose&nozz	GENERAL FUND	STREETS	573.57
	#713 tack trailer	2013 EQUIPMENT CER	STREETS	24,613.31
			TOTAL:	25,186.88
THE SUITES HOTEL AT WATERFRONT PLAZA	awwa conf hotel 9/11-13	WATER	ADMIN AND GENERAL	658.28
			TOTAL:	658.28
TIGERDIRECT.COM	library ear buds	LIBRARY FUND	LIBRARY	44.64
	pdf converter for anissa	LIBRARY FUND	LIBRARY	87.15
			TOTAL:	131.79
TIMBER LAKE SOD	pine&s 3rd sod	GENERAL FUND	STREETS	40.08
			TOTAL:	40.08

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
VISA	meals, park/bagg fee dnvr	GENERAL FUND	CITY ADMINISTRATION	205.19
	moose lk meal,kc hotel	GENERAL FUND	POLICE	57.73
	uniform alloance	GENERAL FUND	POLICE	64.98
	mn drug conf meals,hotel	GENERAL FUND	POLICE	431.66
	practical shooting conf,me	GENERAL FUND	POLICE	1,072.44
	hard drives for windows up	GENERAL FUND	PUBLIC WORKS ADMIN	156.00
	mn safety counc conf dave	GENERAL FUND	PUBLIC WORKS ADMIN	200.00
	summer prog supplies	GENERAL FUND	RECREATION/LEISURE SER	193.22
	summer prog supplies	GENERAL FUND	RECREATION/LEISURE SER	193.21
	summer prog supplies	GENERAL FUND	RECREATION/LEISURE SER	90.93
	baseball bats&balls	GENERAL FUND	RECREATION/LEISURE SER	268.91
	summer prog supplies	GENERAL FUND	RECREATION/LEISURE SER	56.99
	create a camp rug	GENERAL FUND	RECREATION/LEISURE SER	205.17
	stools	GENERAL FUND	SWIMMING POOL	96.61
	security software renewal	GENERAL FUND	SWIMMING POOL	29.99
	dev corp meal,intern mtg	GENERAL FUND	ECONOMIC DEVMT	21.52
	summer reading supplies	LIBRARY FUND	LIBRARY	78.88
	appa nashville conf hotel,	ELECTRIC FUND	ADMIN AND GENERAL	297.61
	paws walk supplies	RESTRICTED CONTRIB	COMMUNITY SERVICE	50.41
			TOTAL:	3,771.45
WASTE MANAGEMENT OF SOUTHERN MINNESOTA	apr refuse chg in service	ENVIRON SERVICES F	NON-DEPARTMENTAL	10.00
	apr refuse pickup	ENVIRON SERVICES F	REFUSE DISPOSAL	18,679.20
	may refuse pickup	ENVIRON SERVICES F	REFUSE DISPOSAL	18,750.15
			TOTAL:	37,439.35
WIGEN COMPANIES, INC.	orp sensor,gen purp,hi pre	WATER	PURIFICATION AND TREAT	516.50
			TOTAL:	516.50
TOM WINSELL	tuition,book	GENERAL FUND	POLICE	1,073.53
			TOTAL:	1,073.53
XCEL ENERGY	hwy 22 bridge lights	GENERAL FUND	STREETS	46.60
			TOTAL:	46.60
YOUTH ENRICHMENT LEAGUE	chess camp	GENERAL FUND	RECREATION/LEISURE SER	243.00
			TOTAL:	243.00
TAYLOR ZALLEK	vip movie night	RESTRICTED CONTRIB	RECREATION/LEISURE SER	135.25
			TOTAL:	135.25
ZIEGLER INC	#814 water pump	GENERAL FUND	STREETS	132.56
	sjwh radiator repair	WATER	DISTRIBUTION AND STORA	1,603.13
			TOTAL:	1,735.69

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
===== FUND TOTALS =====				
101	GENERAL FUND			78,231.98
211	LIBRARY FUND			3,076.37
213	PUBLIC ACCESS			93.95
217	COMMUNITY CENTER			2,943.97
401	PERM IMPROVMENT REVOLVING			56,370.00
473	2013 EQUIPMENT CERTIFICAT			24,613.31
601	WATER			32,580.52
602	WASTE WATER FUND			17,362.63
603	ENVIRON SERVICES FUND			40,908.32
604	ELECTRIC FUND			23,740.15
606	STORMWATER FUND			12,449.40
610	HEARTLAND TRANSIT			764.00
820	RESTRICTED CONTRIBUTIONS			118.66

	GRAND TOTAL:			293,253.26

TOTAL PAGES: 10

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2013 –

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

RESOLUTION APPROVING CONSENT AGENDA

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

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

<u>VENDOR</u>	<u>ITEM</u>	<u>PRICE</u>	<u>FUNDING</u>
Nielsen Blacktopping	Sidewalk and curb improvements	\$3,869.20	General
	Sidewalk corrections	\$2,637.00	Electric
Southern MN Construction	Asphalt material	\$30,000.00	General
Rehnelt Excavating	Water service repairs/assessments	\$6,296.00	Water
Kibble Equipment	2 lawn mowers	\$17,072.24	Stormwater

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

Temporary Soft Drink

The Lemon	MN Square	7/4/13
Tasty Treats Concessions	MN Square	9/7/13 – 9/8/13
St. Peter Jaycees	Nic. Co. Fairgrounds	8/7/13 – 8/11/13

Use of Public Property Permit

Farmer's Market	Parking Lot #5	6/29/13 – 10/31/13
-----------------	----------------	--------------------

Temporary Gambling Permit

St. Peter Wrestling Club	Nic. Co. Fairgrounds	8/10/13
--------------------------	----------------------	---------

Temporary On Sale Beer

St. Peter Baseball Assn.	Nic. Co. Fairgrounds	8/8/13 – 8/10/13
St. Peter Jaycees	Nic. Co. Fairgrounds	8/7/13 – 8/11/13

Temporary On Sale Wine

St. Peter Baseball Assn.	Nic. Co. Fairgrounds	8/8/13 – 8/10/13
--------------------------	----------------------	------------------

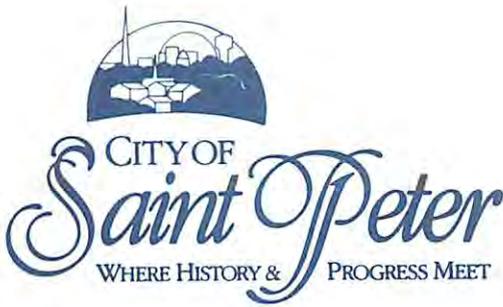
3. The schedule of disbursements for June 20, 2013 through July 3, 2013 is hereby approved.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota this 8th day of July, 2013.

Timothy Strand
Mayor

ATTEST:

Todd Prafke
City Administrator



Memorandum

TO: Todd Prafke
City Administrator

DATE: 07/03/13

FROM: Russ Wille
Community Development Director

RE: Chapel View No. 2 – Release of Development Agreement

ACTION/RECOMMENDATION

Authorize release of terms and conditions of Development Agreement with Chapel View, LLC for the construction of public/private improvements within Chapel View No. 2.

BACKGROUND

The City Council accepted the Final Plat of Chapel View No. 2 on November 28, 2013. On December 13, 2011, the Mayor and City Administrator executed a Development Agreement by and between the City of Saint Peter and Chapel View, LLC for the construction of public/private improvements within Chapel View No. 2.

The Development Agreement established certain undertakings, responsibilities and financial obligations of Chapel View, LLC related to construction of the subdivision. Section XVI (F) of the Agreements reads:

“F. This Agreement shall run with the land and may be recorded against the title to the property. After the Developer has completed the work required of it under this agreement, at the Developer’s request, the City will execute and deliver to the Developer a release.”

After discussion with Public Works staff I have determined that Chapel View, LLC has successfully completed construction of the improvements as obligated by the Development Agreement and has complied with all of the terms and conditions of the December, 2011 agreement. I recommend authorization be provided to release Chapel View, LLC from the terms and conditions of the Development Agreement.

Should Chapel View, LLC desire to proceed with further development of the property identified as Outlot B, Chapel View No. 2, it will be required to abandon the “temporary” stormwater basin and install the underground stormwater drainage system within the easement obtained by the Church of Saint Peter. At that time it would be appropriate and necessary to enter into a subsequent Development Agreement for installation of the new improvements.

FISCAL IMPACT:

Chapel View, LLC will bear the costs of recording the release of the Development Agreement. No municipal costs of the release have been identified.

ALTERNATIVES/VARIATIONS:

Do not act: The Agreement will remain in effect, contrary to the terms of the Agreement.

Negative Votes: The Agreement will remain in effect, contrary to the terms of the Agreement.

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

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

RW/

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2013 -

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

**RESOLUTION RELEASING CHAPEL VIEW, LLC FROM DEVELOPMENT AGREEMENT
FOR CHAPEL VIEW NO. 2 SUBDIVISION**

WHEREAS, the final plat of Chapel View No. 2 Subdivision was approved by the City Council on November 28, 2011; and

WHEREAS, on December 13, 2011, the City of Saint Peter and Chapel View, LLC entered into a development agreement for the construction of public/private improvements within Chapel View No. 2 Subdivision; and

WHEREAS, it has been determined that Chapel View, LLC has successfully completed construction of Chapel View No. 2; and

WHEREAS, Chapel View, LLC has asked to be released from the terms and conditions of the development agreement as per Section XVI (F) of the recorded agreement.

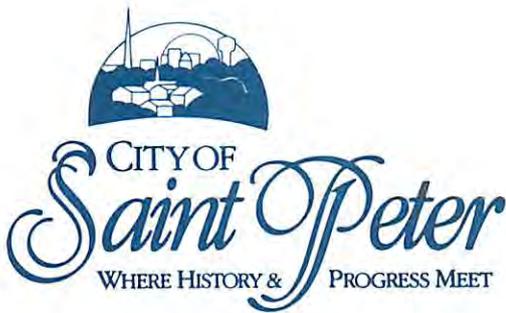
NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SAINT PETER, NICOLLET COUNTY, MINNESOTA, THAT: Chapel View, LLC is hereby released from the terms and conditions of a development agreement by and between the City of Saint Peter and Chapel View, LLC for the construction of public/private improvements within Chapel View No. 2.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota this 8th day of July, 2013.

ATTEST:

Timothy Strand
Mayor

Todd Prafke
City Administrator



Memorandum

TO: Todd Prafke
City Administrator

DATE: 07/03/13

FROM: Lewis Giesking
Director of Public Works

RE: Unbudgeted Purchase Request; Portable Lift Equipment

ACTION/RECOMMENDATION

Approve the unbudgeted purchase of a Steril Koni portable lift from Benco Equipment of Shakopee in the amount of \$43,116.58, tax included based on State bid pricing. It is also recommended to directly purchase two jack stands from Benco Equipment in the amount of \$1,536.

BACKGROUND

Recently the Public Works Department learned of the availability of a "wireless" set of portable hoists with a 72,000 pound capacity. The Mechanic had the opportunity to utilize these hoists, in the Mechanic's shop, over the last three weeks for maintenance of a variety of pieces of equipment. (The portable hoists were returned to the vendor on June 26, 2013.) The Public Works maintenance shop has a thick concrete floor, which is great for utilization of the portable hoists; however, storage space is reduced in the shop. The attached photos show the existing two-post hoists and utilization of the portable hoists in a couple of situations. Use of the hoists will provide the opportunity to work on multiple vehicles while waiting for parts delivery. They provide safety especially when combined with jack stands, when working on a variety of the larger and unique vehicles including buses. Ultimately, the Mechanic will improve in efficiency and effectiveness in dealing with the large number of vehicles he has to maintain.

The City has one Mechanic operating out of a 20 ft. x 60 ft. maintenance shop equipped with one 12,000 pound, two post hoist. The Mechanic maintains 154 items of equipment on a scheduled maintenance routine and is responsible for another 74 pieces of equipment, plus city buses. The existing hoist is primarily for smaller trucks and vehicles and on occasion is used to lift one end of a larger piece of equipment or portions of unique pieces of equipment such as mowers. Lifting a portion of a vehicle is a practice we should avoid.

Other portable lifts are manufactured; however, the Steril Koni lift is unique as it is wireless and therefore, very portable and versatile. The lifts can be used alone, in pairs, in threes or all four at once. The Steril Koni lift set is the least expensive of the portable 72,000 pound lifts listed on the state bid list for equipment:

<u>Company</u>	<u>Model</u>	<u>Price</u>	<u>Notes</u>
ARI Hetra	HDML-6-6-AE	\$48,425.41	220v 3ph corded
Mohawk	MP-18-506-4	\$43,554.22	24 v com cables
Stertil Koni	ST-1082-2FWA	\$38,807.00	24v wireless com

For safety, it is proposed to also purchase two jack stands to be utilized when the portable lifts are in the raised position. The jack stands would be Stertil Koni model JS-H8, capacity 8.2 ton, foldable, 10 locking positions, range 49"-79" & 53"-84" with fine adjustment at \$768 each.

FISCAL IMPACT:

It is proposed to purchase the portable lift from Public Works reserve funds and to use the 2014 Equipment Certificate to replenish the general fund reserves if needed based on the 2014 budget discussions.

ALTERNATIVES/VARIATIONS:

Do not act: Staff will seek City Council direction

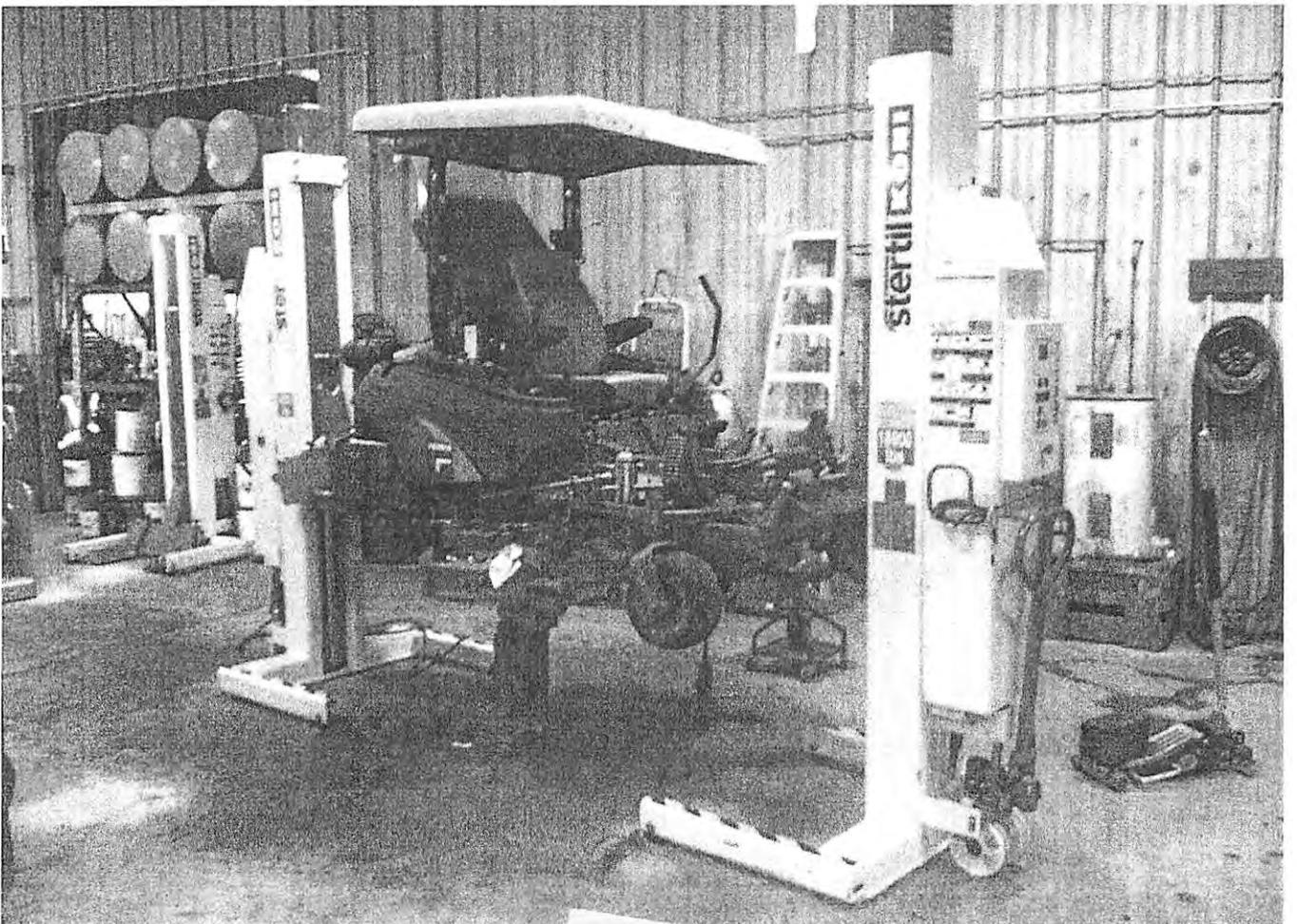
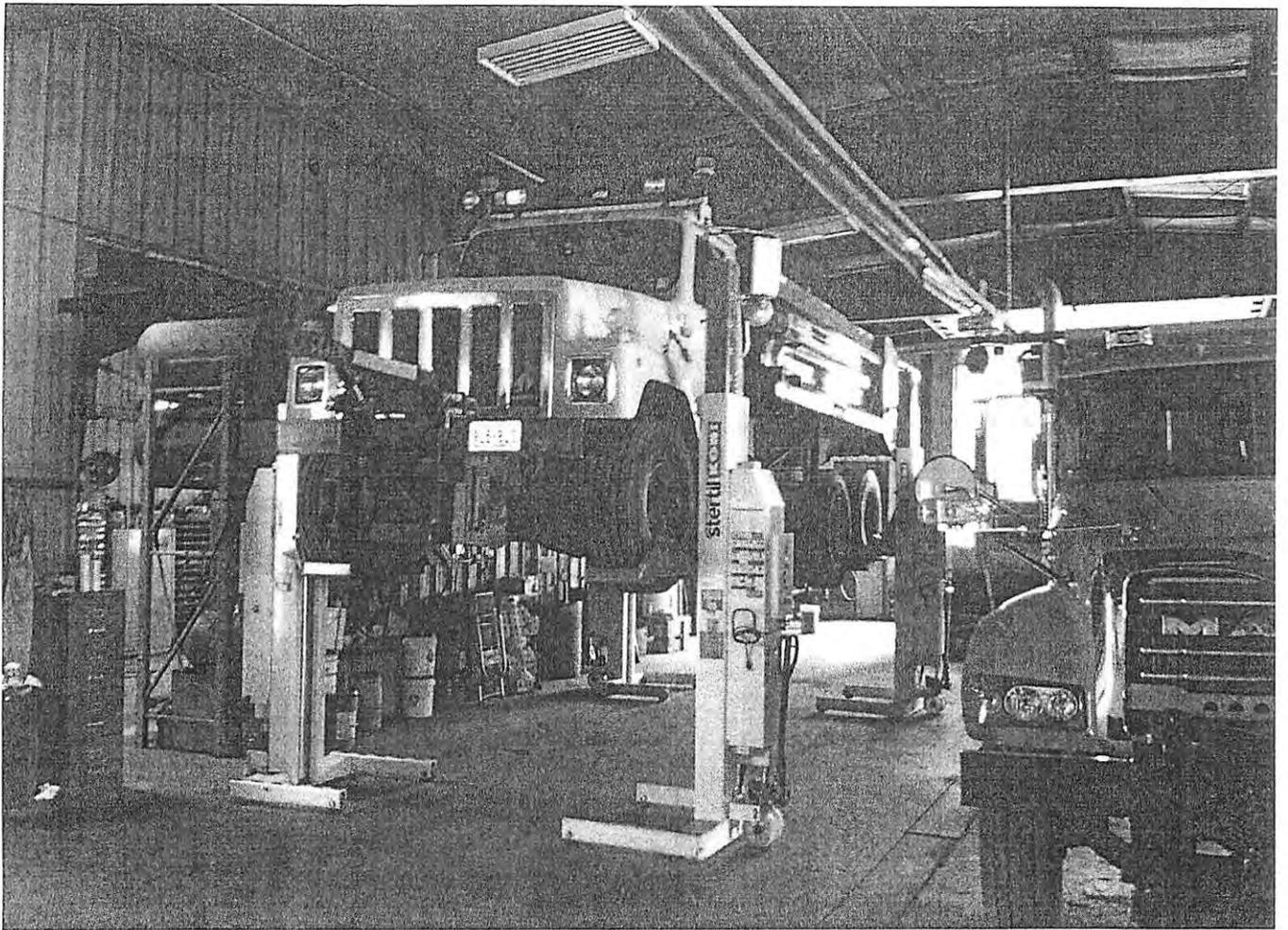
Negative Votes: Staff will not purchase the portable lifts at this time

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

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

LGG/vwt





CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2013 -

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

RESOLUTION AUTHORIZING UNBUDGETED PURCHASE OF PORTABLE LIFT AND JACK STANDS

WHEREAS, the number of vehicles and vehicle service requirements for the City's Mechanic has grown dramatically in the last few years; and

WHEREAS, the City has one two-post 12,000 pound lift for servicing vehicles; and

WHEREAS, the City has a number of vehicles and equipment, including transit buses, that cannot be lifted on the existing hoist; and

WHEREAS, the state bid price from Benco Equipment in Shakopee, MN for a 72,000 pound wireless, four-station portable lift is \$43,116.58; and

WHEREAS, the purchase of a portable lift was not budgeted in any of the 2013 budgets; and

WHEREAS, the portable lift would greatly improve the efficiency and effectiveness of the City's Mechanic; and

WHEREAS, the safety of servicing large vehicles and equipment would be greatly improved; and

WHEREAS, servicing large vehicles and equipment would not have to be directed to outside vendors; and

WHEREAS, jack stands are also required for safety and can be purchased from Benco Equipment.

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

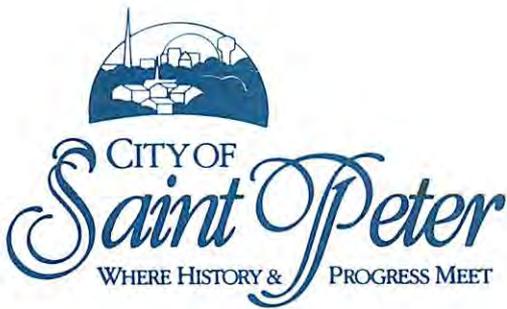
1. Staff is authorized to proceed with the unbudgeted purchase of a 72,000 pound, wireless, four-station, portable set of lifts from Benco Equipment of Shakopee in the state bid price of \$43,116.58 and purchase of two jack stands from Benco Equipment in the amount of \$1,536 plus sales tax.
2. Funding for the unbudgeted purchases shall be through a General Fund reserves and Utilities fund reserves.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 8th day of July 2013.

Timothy Strand
Mayor

ATTEST:

Todd Prafke
City Administrator



Memorandum

TO: Todd Prafke
City Administrator

DATE: 07/03/13

FROM: Lewis Giesking
Director of Public Works

RE: Call for A Public Hearing Concerning the 169 Trunk Highway Project

ACTION/RECOMMENDATION

Authorize calling for a public hearing to be held on August 12, 2013 at 7:00 p.m. in the Governors' Room at Saint Peter Community Center at 600 South Fifth Street.

BACKGROUND

The Minnesota Department of Transportation (MnDOT) has received a flood mitigation grant to raise the elevation of the southbound lanes of Highway 169 on the north side of Saint Peter to minimize floodwater interruptions on traffic flow. City staff has been working with MnDOT to address the safety and access issues to Highway 169 at the intersections of Union Street., St. Julien Street, and Dodd Avenue (trunk Highway 22), where accidents are already an issue. Substantial growth in traffic on trunk Highway 169 is anticipated in the next few years, as well as anticipated commercial development on the north end of Saint Peter. These factors will create more difficulty in accessing Trunk Highway 169. MnDOT has developed a plan to address access issues with the anticipated high volume of Trunk Highway 169 traffic. The elevation of the southbound lanes of Highway 169 will be raised from Dodd Avenue through Union Street. The general description of the highway routing modifications (shown on the attached plans) are as follows:

- **Union Street Intersection:** The proposed changes would channelize left turn traffic, provide deceleration lanes for right turn traffic, and would eliminate the Union Street traffic left turns onto Highway 169. The elevation of Highway 169 would be raised at this intersection to more closely match the elevation of Union Street. The City will adjust business accesses to the street and improve the transition from trunk Highway 169 changes to Union Street. The City would also reconstruct the alley from Union Street to Ramsey Street with an asphalt surface.
- **St. Julien Street Intersection:** All access at this intersection will continue to be allowed but be changed in a manner to improve safety. The proposed changes would channelize northbound left turn traffic to St. Julien Street, provide a separated deceleration right turn lane for southbound traffic, provide a restricted crossing U-turn (RCUT) for traffic on St. Julien to access northbound highway 169. A median would be installed on St. Julien Street and local business accesses, currently located on St. Julien at Highway 169, will

be closed. The City will construct a round-a-bout at the intersection of Old Minnesota Avenue and St. Julien Street to improve the flow of traffic on an off highway 169 and to access local businesses.

- Ritt Street Intersection: The crossover will be eliminated and the street will be closed.
- Dranttel Street Intersection: The access to or from northbound Highway 169 to Dranttel Street will not be allowed. The crossover will be eliminated and a right in/right out traffic flow will be allowed for the southbound traffic.
- Dodd Avenue Intersection (trunk highway 22): All access at this intersection will continue to be allowed, but be changed in a manner to improve safety. Channelized left turn lanes will be installed, acceleration and deceleration lanes will be installed and RCUTs will be added.
- Old Minnesota Avenue Intersection: The access to and from northbound trunk Highway 169 traffic will be eliminated. Right in and right out traffic from southbound trunk Highway 169 traffic will continue to be allowed. The City will be working with MnDOT to install the area street lighting necessary to properly light each of these reconstructed intersections. Design work for the project is expected to begin when the project concept is approved after the public hearing has been held and comments from the public have considered.

A number of neighborhood meetings and public information meetings have been held concerning this project. Utilizing public input and this final draft of the project concept has been developed for a formal public hearing. MNDOT will hold another "open house" prior to the August 12th hearing.

MnDOT will fund 100% of the Trunk Highway 169 improvements and related intersection adjustments (in color on the maps). The City will fund 100% of the remaining costs by bonding, utilizing municipal State Aid Funds for bond repayment and the use of some tax increment financing funds. It is anticipated the lighting costs will be shared between MnDOT and the City.

FISCAL IMPACT:

The only cost to the City of tonight's action will be the publication costs of the public hearing notice in the Saint Peter Herald which is expected to be approximately \$400.

ALTERNATIVES/VARIATIONS:

Do not act: This would jeopardize the City's participation in this project.

Negative vote: Staff will seek City Council direction.

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

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

LGG/vwt

HIGHWAY 169 CONSTRUCTION PROJECT
A Report in Support of the 'Saint Peter North' (SP 5209-66) Final Geometric Layout
Submitted by the Minnesota Department of Transportation
To the City of Saint Peter
June 28, 2013

The Minnesota Department of Transportation (MnDOT) has developed the final geometric layout depicting proposed construction of Highway 169 from Union Street in Saint Peter to Old Minnesota Avenue. This report summarizes the decisions that went into the layout development and presents the next steps toward constructing the project. This report is submitted as part of a package requesting approval of the final 'Saint Peter North' layout by the City as required by Minnesota Statutes 161.164.

Background

As part of an overall goal on Highway 169 to raise the southbound lanes out of the 100-year flood elevation from Saint Peter to Le Sueur, MnDOT is taking this opportunity to enhance the safety of intersections on the north end of Saint Peter that have existing crash problems while we reconstruct this portion of roadway.

MnDOT is now seeking approval of the final layout by the Saint Peter City Council. MnDOT requests the city schedule a public hearing for **August 12, 2013** to vote on approving the final layout consistent with Minnesota Statutes 161.164.

This project is scheduled to begin in May of 2014 and be completed in November of 2014.

Saint Peter North Layout Details

The construction project on Highway 169 (State Project number 5209-66) begins at Union Street and extends to 1000' north of the north junction of Highway 93 near Le Sueur, a length of 10.7 miles. The 'Saint Peter North' Layout focuses on access revisions in Saint Peter between Union Street and Old Minnesota Avenue, a length of 1.5 miles.

The 4-lane divided expressway is on a high-priority interregional corridor (IRC) with existing full access at Union Street, Saint Julien Street, Ritt Street, Drantel Street, Highway 22, and Old Minnesota Avenue. This is an ideal time to review and revise access to Highway 169, because the southbound lanes are being reconstructed between Union Street and Highway 22 for the flood mitigation work. There also is an existing crash problem at the intersections of Highway 22 with Highway 169 and Saint Julien Street with Highway 169. In a 10-year crash analysis period (2002-2011), the intersection of Highway 22 with Highway 169 had 37 crashes and the intersection of Saint Julien Street with Highway 169 had 41 crashes. Both intersections experience more crashes than would be expected and have crash rates above the statewide average.

Restricted Crossing U-Turns (RCUT), an alternative intersection treatment type, are being proposed at Highway 22 and Saint Julien Street. Studies from the Federal Highway Administration (FHWA) show a 42% reduction in injury related crashes and a 70% reduction in fatal crashes where RCUTs have been used. Though neither intersection has experienced a fatal crash in this 10-year analysis, RCUT installations would greatly reduce the likelihood of fatal crashes in the future, despite significant increases in traffic

volumes. More information can be found about this type of intersection treatment at: www.dot.state.mn.us/roadwork/rci.html

Additionally local access on Saint Julien Street is being shifted further away from Highway 169 to allow for better queuing and stacking at the intersection. Full access to the businesses will still be accommodated on Saint Julien Street; however, it will now occur 150' further west of the existing access locations.

Union Street access is being revised to a "3/4" intersection which still allows the existing movements from Highway 169 to Union Street, but does not allow the left turning movement back onto the highway from the local network. Though the intersection of Union Street with Highway 169 doesn't currently have a crash problem, the "3/4" intersection is a proactive measure towards a future crash problem. Commercial development is occurring in the area north of Old Minnesota Avenue between Union Street and Saint Julien Street which will increase volumes at this intersection. A Shopko Center is coming in this fall which is expected to be a part of this volume increase. This intersection treatment also provides a better Level of Service for the movements still in the intersection so that it can handle this volume increase.

As part of access management planning, we are providing safe intersections for the community of Saint Peter as growth continues to occur over the next 15 to 20 years. Because of this, the following revisions in access will occur in addition to the above mentioned RCUTs:

- The closure of Ritt Street on Highway 169
- The conversion of Drantel Street to a Right In/Right out for Highway 169 southbound traffic
- The conversion of Old Minnesota Avenue to a Right In/Right out for Highway 169 southbound traffic

As traffic volumes continue to grow both on Highway 169 and in Saint Peter, Old Minnesota Avenue is expected to accommodate local traffic, functioning like a frontage/backage road. This then allows MnDOT and the community to manage access well and safely on Highway 169 at the improved intersections.

Cost Estimate

The City has no share of the cost for the construction work which is colored in. Local work like the roundabout at Saint Julien Street and Old Minnesota Avenue and additional modifications to Union Street are 100% City cost.

Contact

The primary point of contact at MnDOT regarding the final layout is the project manager:

Zachary Tess, P.E.
2151 Basset Drive
Mankato, MN 56001
507-304-6199
Zachary.Tess@state.mn.us

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2013 -

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

**RESOLUTION CALLING FOR PUBLIC HEARING ON PROPOSED MINNESOTA
DEPARTMENT OF TRANSPORTATION HIGHWAY 169 IMPROVEMENT PROJECT**

WHEREAS, the Minnesota Department of Transportation has proposed an improvement project on Highway 169 in Saint Peter from Union Street to Dodd Avenue/Highway 22; and

WHEREAS, State Statute requires the City Council to formally approve the design layout following a public hearing; and

WHEREAS, staff recommends a public hearing on the proposed design layout be scheduled for August 12, 2013.

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

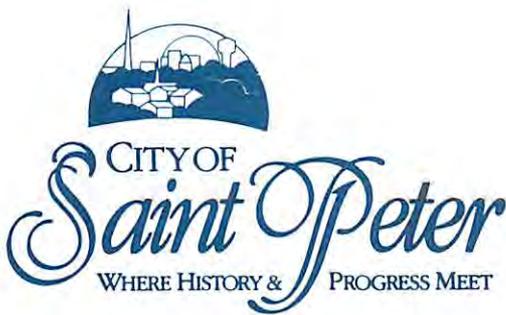
1. A public hearing on the MNDOT project to improve Highway 169 in Saint Peter from Union Street to Dodd Avenue/Highway 22 is hereby scheduled for Monday, August 12, 2013 at approximately 7:00 p.m.
2. Notice of the public hearing shall be duly published in the St. Peter Herald.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota this 8th day of July, 2013.

ATTEST:

Timothy Strand
Mayor

Todd Prafke
City Administrator



Memorandum

TO: Honorable Mayor Strand
Members of the City Council

DATE: July 2, 2013

FROM: Todd Prafke Paula O'Connell Lewis Giesking
City Administrator Director of Finance Director of Public Works

RE: 2013 Wastewater Budget and Rates

ACTION/RECOMMENDATION

Approve the wastewater rates and fund budget.

BACKGROUND

The Wastewater Fund provides for the operation of a wastewater collection system, lift stations, treatment facility, laboratory testing, reporting to the Minnesota Pollution Control Agency (MPCA), discharge of the treated wastewater to the Minnesota River, and disposal of biosolids.

The 2013 budget differences from the prior year budget are as follows:

- The gallons sold for 2012 were 356,572,575 and the 2011 gallons sold were 337,153,815.
- 2012 sales decreased by \$258,820 from 2011. This decline is due to lower contracted effluent sales to Highwater Ethanol and others. Another notable area of decline was the amount treated from the Regional Treatment Center, which was due to the correction to their infrastructure.
- Rate increase of 10% as August 1, 2013 and a \$.50 increase as of November 1, 2013. January 2014 there is a proposed rate increase of \$1.00 per thousand and again on January 2015.
- Our grant to construct the wastewater treatment plant requires us to reserve \$.10 per thousand gallons treated each year. We have been given authorization to expend some of the funding to replace the UV disinfection panel for \$75,000.
- Take action to define the inter-department concentrate waste rate per thousand gallons at \$2.00. The \$2.00 rate is the rate that has been used for the past 2+ years. (This provides the additional documentation needed for future reference.)
- Capital projects that are planned include \$409,200 (\$209,200 funded from reserves):

- North Third Street Improvements - \$75,000 (tif bond)
 - Riding lawn mower - \$4,000
 - Replacement equipment for the treatment plant - \$50,200
 - UV Disinfection units - \$75,000 (designated reserves as described above)
 - Engineering - \$12,000
 - North Interceptor Sewer (phase 2) - \$173,000 (\$125,000 funded by bond proceeds)
 - Multiple service improvements - \$3,000
 - Lift station improvements - \$4,000
 - Miscellaneous equipment - \$13,000
- The Wastewater Fund transfers out 6.5% of gross sales to the General Fund. The 2013 budget includes sales of \$3,194,776.

There are no personnel additions planned, nor do we have new programs or substantial changes in operations.

We have not targeted a reserve amount for this fund. The Wastewater Fund had an unrestricted cash balance (without the restricted funds for plant improvements) of \$84,613 at the end of 2012. Without the change in rates, this fund would move into the red (negative cash balance) starting in 2013 and continue to go further into the red until changes are made to cost expenses or revenues. With the proposed rate increases, the unrestricted cash balance is projected to return to the black in 2015. We believe this is a reasonable, stepped approach to the need for revenues to meet increasing costs related to plant maintenance and delivery of services. After exploring other options, we believe this approach has a less dramatic impact on our customers, but the Council could pursue changes that had more immediate impact if you wish.

Current Debt issues:

- ✓ G.O. Water, Sewer Improvement Refunding Bond - 2004E (1997 Improvements)
2013 Debt Service \$77,900; remaining debt \$0; Final payment 2013
- ✓ G.O. Water & Sewer Revenue Bond, 2004C (Nicollet Avenue)
2013 Debt Service \$16,840; remaining debt \$16,000; Final payment 2014
- ✓ \$870,000 Taxable GO utility revenue and TIF Bonds, Series 2010B (Fine Screener/Improvements)
2013 Debt Service \$76,363; remaining debt \$301,840; Final payment 2020
- ✓ Public Facilities Authority G.O. Sewer Revenue Note 2001 (WWTF)
2013 Debt Service \$735,155; remaining debt \$5,375,000; Final payment 2021
- ✓ Public Facilities Authority G.O. Sewer Revenue Note 2002 (WWTF)
2013 Debt Service \$341,465; remaining debt \$2,783,000; Final payment 2022
- ✓ Public Facilities Authority G.O. Sewer Revenue Note 2004 (WWTF)
2013 Debt Service \$170,486; remaining debt \$1,301,000; Final payment 2022

- ✓ G.O. Sewer Revenue Refunding Bonds 2012A (WWTF)
2013 Debt Service \$133,834; remaining debt \$1,830,000; Final payment 2043

Other Budget information:

- Wages and benefits are recorded in the areas of work actually performed. For budget purposes, the wage and benefits are allocated based on a percentage.
- Approval of the budget does not allow for the purchase of large items without additional City Council approval. Budgeted items over \$5,000 will be presented to the Council for final approval of purchase.

FISCAL IMPACT:

The approval of this budget will give City Staff an approved plan. Again, the actual purchase or initiation of large projects will be presented individually to the City Council for authorization along with the funding mechanism.

The Wastewater Fund will have an ending fund balance of \$297,542 at the end of 2013. Rates are currently at \$7.94/thousand gallons and \$14.65 base charge. The rates will increase 10% on August 1; \$.50 per thousand on November 1, 2013. January 1, 2014 and 2015 will also see \$1.00 per thousand gallons increase to build a manageable fund balance.

ALTERNATIVES AND VARIATIONS:

Do not act. Staff will wait for additional direction. There is no law that requires an approved budget. However, it is important to planning and measurements of operation to have the discussion and understanding of the costs and revenues. A budget represents that effort to our auditors.

Negative vote: Staff will await recommendation from the City Council.

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

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

TP/PO/LG/bal

	B	C	D	E	F	Q	13eR	WAS	WR	S	T	U	V	W	X
2					WASTEWATER FUND										
3												2012	2013	2014	2015
4					Wastewater Revenues	2009	2010	2011	2012	Actual	Proposed	Proposed	Proposed		
5						Actual	Actual	Actual	Budget	Budget	Budget	Budget			
6	602	37210			Residential Sewer Charges	2,078,885	2,085,829	2,073,623	2,124,379	2,014,765	2,081,448	2,391,817	2,622,369		
7	602	37220			Commercial Sewer Rental	0	0	0	0	0	0	0	0		
8	602	37230			Industrial Sewer Rental	0	0	0	0	0	0	0	0		
9	602	37231			Private Sales - Gac	225,882	228,570	211,390	231,564	214,178	242,978	262,978	262,978		
10	602	37232			Institutional Sales - RTC	344,616	448,501	350,668	426,775	262,399	275,487	327,592	353,444		
11	602	37233			R.O. Discharge	0	0	107,932	150,000	184,278	184,278	184,278	184,278		
12	602	37234			Governmental Sales - Kasota	94,781	99,807	90,044	101,832	76,715	80,595	96,859	105,063		
13	602	37240			Sales to Other Public Authorities	19,366	19,980	20,851	20,000	24,991	24,990	24,990	24,990		
14	602	37241			Interdepartmental Sales	154,809	191,894	170,180	170,000	158,124	160,000	160,000	160,000		
15	602	37245			Contract Effluent Treatment	0	22,609	325,062	145,000	155,480	145,000	145,000	145,000		
16					Sub-Total: Sewer Rental Charges	2,918,339	3,097,190	3,349,750	3,369,550	3,090,930	3,194,776	3,593,514	3,858,122		
18	602	37250			Connection Fees	0	0	0	160	340	160	160	160		
19	602	37255			Sewer Access Charge	19,500	28,980	11,700	20,100	20,100	18,000	15,000	15,000		
20	602	37256			Nutrient Trading	19,955	23,534	22,881	0	0	0	0	0		
21	602	37260			Penalty Revenues	22,004	23,271	22,138	22,000	21,179	21,179	21,179	21,179		
22	602	37270			Miscellaneous	80,171	178,257	88,783	80,000	114,953	80,000	80,000	80,000		
23	602	36250			Refunds & Reimbursements	0	0	0	0	0	0	0	0		
24					Sub-Total: Other Operating Rev.	141,630	254,042	145,502	122,260	156,572	119,339	116,339	116,339		
26	602	33422			Other State Grants	1,048	1,048	21,000	1,048	1,048	1,048	1,048	1,048		
27	602	36101			Special Assessments	151,972	18,443	8,590	40,000	6,214	20,000	20,000	20,000		
28	602	36102			Special Assessments - Interest	4	0	0	0	0	0	0	0		
29	602	36210			Interest Earned	11,128	1,351	3,151	7,500	8,526	5,000	5,000	5,000		
30	602	39101			Sale of Fixed Assets	175	(668)	0	0	200	0	0	0		
31	602	39200			Transfers from other Funds	0	0	0	0	0	0	0	0		
32					Sub-Total: Non-Operating Revenues	164,327	20,174	32,741	48,548	15,988	26,048	26,048	26,048		
34					TOTAL OPERATING REVENUES	3,059,969	3,351,232	3,495,252	3,491,810	3,247,502	3,314,115	3,709,853	3,974,461		
36					TOTAL REVENUES	3,224,296	3,371,406	3,527,993	3,540,358	3,263,490	3,340,163	3,735,901	4,000,509		
38					Wastewater Expenditures										
55					BioSolids										
56	602	49460	100		Wages	31,228	30,807	26,049	40,205	30,516	15,121	15,348	15,578		
57	602	49460	101		Temporary Wages	66	238	48	0	0	0	0	0		
58	602	49460	102		Overtime	1,982	312	704	1,196	555	451	458	465		
59	602	49460	112		Car Allowance	0	0	0	0	0	0	0	0		
60	602	49460	121		PERA	2,183	2,173	1,968	3,002	2,235	1,129	1,146	1,163		
61	602	49460	122		FICA	1,974	1,850	1,667	2,567	1,854	965	979	994		
62	602	49460	126		Medicare	462	433	390	600	434	226	229	233		
63	602	49460	131		Medical Insurance	4,997	6,363	5,844	7,595	7,371	4,132	4,194	4,257		
64	602	49460	132		Dental Insurance	268	438	170	600	404	232	235	239		
65	602	49460	133		Life Insurance	17	15	12	17	12	7	7	7		
66	602	49460	142		Unemployment - Direct Pay	0	0	0	0	0	0	0	0		
67	602	49460	151		Workers Compensation	1,319	1,397	1,209	1,620	1,244	622	631	641		
68	602	49460	210		Operating Supplies	34,234	47,740	43,778	48,000	53,574	48,000	48,720	49,451		
69	602	49460	211		Motor Fuels	0	0	0	900	0	0	0	0		
70	602	49460	220		Repair & Maintenance Supplies	2,104	2,503	2,772	3,000	443	443	450	456		
71	602	49460	300		Professional Services	1,234	2,105	1,885	2,000	2,501	2,501	2,539	2,577		
72	602	49460	360		Insurance	854	693	830	1,100	705	1,100	1,117	1,133		
73	602	49460	380		Utilities	41,364	46,439	43,907	44,000	42,740	42,740	43,381	44,032		
74	602	49460	404		Repair & Maint. - Equip. & Pumps	9,035	12,926	8,310	15,000	18,893	15,000	15,225	15,453		
75	602	49460	405		Repair & Maint. - Ponds	0	0	0	0	0	0	0	0		
76	602	49460	415		Equipment Rental	0	0	0	0	0	0	0	0		
77	602	49460	433		Dues and Subscriptions(Permits)	0	0	0	0	0	0	0	0		
78					Sub-Total: Biosolids	133,329	156,432	139,543	171,402	163,481	132,669	134,659	136,679		
79															
80						2009	2010	2011	2012	2012	2013	2014	2015		
81						Actual	Actual	Actual	Budget	Actual	Proposed	Proposed	Proposed		
82					Collector System/Lift Stations										
83	602	49470	100		Wages	119,570	99,419	93,078	92,242	95,363	146,428	148,624	150,854		
84	602	49470	101		Temporary Wages	4,011	4,624	2,724	2,050	11,408	2,050	2,081	2,112		
85	602	49470	102		Overtime	9,014	4,276	3,420	8,992	2,917	11,073	11,239	11,408		
86	602	49470	112		Car Allowance	527	540	540	540	540	540	548	556		
87	602	49470	121		PERA	8,360	7,251	7,374	7,339	6,855	11,419	11,590	11,764		
88	602	49470	122		FICA	7,740	6,505	6,526	6,404	6,872	9,892	10,040	10,191		
89	602	49470	126		Medicare	1,810	1,521	1,526	1,498	1,561	2,313	2,348	2,383		
90	602	49470	131		Medical Insurance	25,142	20,904	15,245	18,634	15,955	34,514	35,032	35,557		
91	602	49470	132		Dental Insurance	2,312	738	961	1,266	1,120	2,103	2,135	2,167		
92	602	49470	133		Life Insurance	60	48	42	37	39	62	63	64		
93	602	49470	142		Unemployment - Direct Pay	0	0	0	0	0	0	0	0		
94	602	49470	151		Workers Compensation	3,390	3,579	2,971	3,961	3,042	6,281	6,375	6,471		
95	602	49470	210		Operating Supplies	1,390	933	1,303	5,800	6,564	3,000	3,045	3,091		
96	602	49470	211		Motor Fuels	5,398	12,235	14,861	14,800	15,522	13,000	13,195	13,393		
97	602	49470	220		Repair & Maintenance Supplies	7,002	2,302	2,624	2,500	1,592	3,000	3,045	3,091		
98	602	49470	300		Professional Services	2,735	1,391	1,991	2,200	4,122	4,122	4,184	4,247		
99	602	49470	360		Insurance	1,906	1,326	1,311	2,000	1,111	2,000	2,030	2,060		
100	602	49470	380		Utilities	23,776	32,303	32,298	28,000	30,080	30,080	30,531	30,989		
101	602	49470	401		Repair & Maint. - Buildings	1,781	1,004	19	500	554	1,000	1,015	1,030		
102	602	49470	402		Repair & Maint. - Lift Stations	6,591	2,511	2,359	15,000	14,657	4,000	4,060	4,121		
103	602	49470	404		Repair & Maint-Equipment & Mach	19,958	26,172	48,082	48,000	50,380	50,380	51,136	51,903		
104	602	49470	408		Repair & Maint. - Mains	2,698	16,768	14,225	12,000	11,472	5,000	5,075	5,151		

	B	C	D	F	Q	13eR	WAS	WR	S	T	U	V	W	X
105	602	49470	410	Repair & Maint. - SCADA System	0	0	0	0	0	0	0	2,500	2,538	2,576
106	602	49470	430	Miscellaneous	0	0	0	0	0	0	0	0	0	0
107				Sub-Total: Collection	255,171	246,350	253,480	273,763	281,526	344,757	349,928	355,177		
108				Source/Treatment										
109	602	49480	100	Wages	194,607	212,369	180,342	223,969	225,606	183,561	186,314	189,109		
110	602	49480	101	Temporary Wages	2,162	1,547	1,351	2,734	695	695	705	716		
111	602	49480	102	Overtime	2,666	2,492	3,035	6,190	4,408	4,981	5,056	5,132		
112	602	49480	112	Car Allowance	527	540	540	540	540	548	556			
113	602	49480	121	PERA	12,868	15,082	13,589	16,687	16,419	13,669	13,874	14,082		
114	602	49480	122	FICA	11,309	12,557	11,583	14,439	13,663	11,859	12,037	12,217		
115	602	49480	126	Medicare	2,645	2,937	2,709	3,377	3,196	2,773	2,815	2,857		
116	602	49480	131	Medical Insurance	42,982	50,736	44,180	56,652	49,708	47,329	48,039	48,760		
117	602	49480	132	Dental Insurance	3,257	2,624	1,826	3,223	3,265	2,643	2,683	2,723		
118	602	49480	133	Life Insurance	95	104	81	93	92	78	79	80		
119	602	49480	151	Workers Compensation	7,278	7,702	6,784	9,118	7,002	7,641	7,756	7,872		
120	602	49480	210	Operating Supplies	104,556	119,841	122,898	100,000	117,550	115,000	116,725	118,476		
121	602	49480	211	Motor Fuels	13,495	16,831	9,042	25,000	19,263	22,000	22,330	22,665		
122	602	49480	220	Repair & Maintenance Supplies	5,894	12,885	9,727	2,000	317	10,000	10,150	10,302		
123	602	49480	300	Professional Services	62,319	53,261	87,780	60,000	82,689	82,689	83,929	85,188		
124	602	49480	360	Insurance	31,627	18,486	18,449	30,000	18,046	30,000	30,450	30,907		
125	602	49480	380	Utilities	422,947	463,162	438,558	422,000	410,915	415,000	421,225	427,543		
126	602	49480	401	Repair & Maint. - Bldgs	21,073	27,439	11,002	3,000	3,535	10,000	10,150	10,302		
127	602	49480	404	Repair & Maint. - Equip. & Pumps	39,345	51,985	32,427	50,000	44,463	44,463	45,130	45,807		
128	602	49480	405	Repair & Maint. - Ponds	0	0	0	0	0	0	0	0		
129	602	49480	415	Equipment Rental	0	0	7	50	5	50	51	52		
130	602	49480	433	Dues and Subscriptions	70	25	0	50	0	50	51	52		
131				Sub-Total: Source/Tmt	981,722	1,072,605	995,910	1,029,122	1,021,377	1,005,021	1,020,096	1,035,398		
132									2012	2013	2014	2015		
133					2009	2010	2011	2012	Actual	Proposed	Proposed	Proposed		
134					Actual	Actual	Actual	Budget	Budget	Budget	Budget	Budget		
135				Administrative and General										
136	602	49490	100	Wages	38,470	38,097	35,945	46,910	42,864	47,774	48,491	49,218		
137	602	49490	101	Temporary Wages	0	0	0	0	0	0	0	0		
138	602	49490	102	Overtime	167	66	56	295	104	306	310	310		
139	602	49490	112	Car Allowance	354	363	363	365	363	365	370	376		
140	602	49490	121	PERA	2,479	2,710	2,990	3,416	3,071	3,479	3,531	3,584		
141	602	49490	122	FICA	2,176	2,276	2,414	2,927	2,491	2,981	3,026	3,071		
142	602	49490	126	Medicare	509	532	564	684	583	697	707	718		
143	602	49490	131	Medical Insurance	9,390	11,108	12,591	15,067	12,920	14,012	14,222	14,436		
144	602	49490	132	Dental Insurance	579	713	586	802	1,021	784	796	808		
145	602	49490	133	Life Insurance	20	19	20	23	20	23	23	24		
146	602	49490	151	Workers Compensation	536	564	472	926	711	960	974	989		
147	602	49490	200	Office Supplies	2,579	2,025	3,110	2,500	2,870	2,500	2,538	2,576		
148	602	49490	205	Misc. Employee Expenses	5,234	4,894	7,001	7,300	9,027	7,300	7,410	7,521		
149	602	49490	210	Operating Supplies	708	294	750	1,500	647	1,500	1,523	1,545		
150	602	49490	211	Motor Fuels	244	0	95	0	18	18	19	19		
151	602	49490	220	Repair & Maintenance Supplies	1,359	1,197	1,184	700	2,849	700	711	721		
152	602	49490	300	Professional Services	10,653	20,548	7,663	38,200	38,303	10,000	10,150	10,302		
153	602	49490	321	Telephone	4,242	3,899	3,790	4,600	4,330	4,330	4,395	4,461		
154	602	49490	322	Postage	188	121	238	200	48	200	203	206		
155	602	49490	331	Travel & Training	5,794	3,985	5,599	8,000	5,160	8,000	8,120	8,242		
156	602	49490	340	Advertising	0	44	472	400	335	400	406	412		
157	602	49490	351	Legal Notices & Publications	0	0	6	50	0	50	51	52		
158	602	49490	354	Printing & Binding	0	0	0	50	0	50	51	52		
159	602	49490	360	Insurance	2,484	1,478	1,484	3,000	1,303	3,000	3,045	3,091		
160	602	49490	380	Utilities	4,178	4,119	3,793	4,500	3,382	4,200	4,263	4,327		
161	602	49490	401	Repair & Maint. - Buildings	729	544	1,278	3,800	1,135	2,000	2,030	2,060		
162	602	49490	404	Repair & Maint.-Equip. & Mach.	2,156	1,440	4,100	2,000	3,874	2,000	2,030	2,060		
163	602	49490	430	Miscellaneous	0	0	0	50	0	50	51	52		
164	602	49490	433	Dues and Subscriptions	7,403	7,565	6,543	12,050	6,839	12,050	12,231	12,414		
165				Sub-Total: Administration	102,631	108,601	103,107	160,315	144,268	129,724	131,670	133,645		
166														
167														
168														
169				Customer Accounts										
170	602	49495	100	Wages	15,517	14,872	13,786	15,694	16,699	16,011	16,251	16,495		
171	602	49495	102	Overtime	408	60	98	326	163	332	337	342		
172	602	49495	121	PERA	986	1,050	1,122	1,161	953	1,185	1,203	1,221		
173	602	49495	122	FICA	897	886	929	993	874	1,013	1,028	1,044		
174	602	49495	126	Medicare	210	207	217	232	205	237	241	244		
175	602	49495	131	Health Insurance	3,045	3,334	3,346	3,667	3,136	3,389	3,440	3,491		
176	602	49495	132	Dental Insurance	173	163	209	158	161	154	156	159		
177	602	49495	133	Life Insurance	5	5	5	5	5	5	5	5		
178	602	49495	151	Worker's Compensation	89	93	83	111	85	115	117	118		
179	602	49495	200	Office Supplies	838	807	313	1,100	1,156	1,173	1,191	1,191		
180	602	49495	211	Motor fuels	221	306	454	300	407	400	406	412		
181	602	49495	300	Professional Services	2,340	1,513	2,016	2,100	1,886	1,886	1,914	1,943		
182	602	49495	322	Postage	4,845	5,085	5,174	4,800	5,235	4,900	4,974	5,048		
183	602	49495	331	Travel & Training	0	0	0	100	0	0	0	0		
184	602	49495	354	Printing & Binding	0	0	0	200	0	0	0	0		
185	602	49495	360	Insurance	256	168	162	450	137	450	457	464		
186	602	49495	404	Repair & Maint. - Equipment & Mach.	1,256	1,343	1,353	1,700	1,702	1,700	1,726	1,751		
187	602	49495	430	Miscellaneous	0	0	0	0	0	0	0	0		
188	602	49495	904	Bad Debt Expense	1,256	573	0	1,300	446	1,300	1,320	1,339		

	B	C	D	F	Q	13eR	WAS	WR	S	T	U	V	W	X
189				Sub-Total: Customer Accounts	32,342	30,465	29,267	34,397	33,250	34,233	34,746	35,268		
191				Operating Expenses	1,505,195	1,614,453	1,521,307	1,668,999	1,643,902	1,646,404	1,671,100	1,696,167		
193				Operating Income (loss):	1,554,774	1,736,779	1,973,945	1,822,811	1,603,600	1,667,711	2,038,753	2,278,294		
194				Depreciation										
196	602	49970	420	Depreciation	790,309	825,791	809,504	825,000	801,198	801,198	801,198	801,198		
197				Interest Payments										
199	602	49980	611	Bond Interest Payments	414,979	389,553	379,444	350,901	350,901	321,803	280,585	255,032		
200				Transfers										
202	602	49990	720	Operating Transfer	259,016	216,769	217,340	219,021	216,232	207,660	233,578	250,778		
203	602	49990	722	Contributed Utility Services	17,702	18,335	19,016	19,200	23,095	20,000	20,300	20,605		
204				Sub-Total: Transfers & Contributions	276,718	235,104	236,356	238,221	239,327	227,660	253,878	271,382		
205														
206				Expenditure Total for Income Statement:	2,987,201	3,064,901	2,946,611	3,083,121	3,035,328	2,997,066	3,006,762	3,023,779		
207														
208				NET INCOME:	237,095	306,505	581,382	457,237	228,162	343,097	729,139	976,730		
210														
211					2009	2010	2011	2012	2012	2013	2014	2015		
212				Capital - Collector System	Actual	Actual	Actual	Budget	Actual	Proposed	Proposed	Proposed		
213	602	48210	300	Professional Services	179	0	172	15,000	15,950	7,000	15,000	15,000		
214	602	48210	520	Building/Structural Improvements	1,880	0	4,426	27,753	27,753	7,000	11,200	12,500		
215	602	48210	532	Utility Infrastructure: Mains	106,656	93,430	31,504	82,000	23,904	248,000	18,000	86,000		
216	602	48210	580	Other Equipment	8,436	0	0	3,835	3,835	1,000	15,500	120,000		
217					117,151	93,430	36,102	128,588	71,442	263,000	59,700	233,500		
223				Capital - Treatment System										
224	602	48220	300	Professional Services	10,351	1,370	2,581	7,500	6,720	5,000	8,000	8,000		
225	602	48220	510	Land	0	0	0	0	0	0	0	0		
226	602	48220	520	Building/Structural Improvements	202,289	46,634	38,462	127,300	62,319	125,200	150,200	92,000		
227	602	48220	580	Other Equipment	0	0	20,548	3,800	0	3,000	5,500	19,000		
228					212,640	48,004	61,591	138,600	69,039	133,200	163,700	119,000		
229				Capital - General Plant										
230	602	48230	520	Building/Structural Improvements	0	0	0	2,500	0	0	3,000	10,000		
231	602	48230	540	Heavy Machinery	0	0	0	0	0	0	30,000	0		
232	602	48230	550	Motor Vehicles	0	0	0	0	0	0	292,500	62,000		
233	602	48230	580	Other Equipment	6,450	5,353	12,590	13,750	9,877	13,000	12,000	6,000		
234					6,450	5,353	12,590	16,250	9,877	13,000	337,500	78,000		
235				Bond Principal Payments										
236	602			Principal Payments on Bonds	1,055,720	1,079,520	1,119,730	2,947,960	2,947,960	1,230,240	1,159,375	1,166,375		
237														
238														
239														
240				WASTEWATER FUND										
241				Statement of Sources and Applications of Cash										
242									2012	2013	2014	2015		
243					2009	2010	2011	2012	Actual	Proposed	Proposed	Proposed		
244					Actual	Actual	Actual	Budget	Budget	Budget	Budget	Budget		
245				Sources of Cash:										
246														
247				Net Income (loss)	\$237,095	\$306,505	\$581,382	\$457,237	\$228,162	\$343,097	\$729,139	\$976,730		
248				Add depreciation	790,309	825,791	809,504	825,000	801,198	801,198	801,198	801,198		
249														
250				Total	1,027,404	1,132,296	1,390,886	1,282,237	1,029,360	1,144,295	1,530,337	1,777,928		
251														
252				Application of cash:										
253														
254				Purchase of fixed assets	(336,241)	(146,787)	(110,283)	(283,438)	(150,358)	(409,200)	(560,900)	(430,500)		
255														
256				Change in assets and liabilities	(87,339)	(127,794)	63,719	0	58,330	0	0	0		
257														
258				Bond Proceeds	250,000	218,930	0	1,890,000	1,890,000	200,000	262,500	120,000		
259														
260				Principal payments of long-term debt	(1,055,720)	(1,079,520)	(1,119,730)	(2,947,960)	(2,947,960)	(1,230,240)	(1,159,375)	(1,166,375)		
261														
262				Capital contributed by other sources	0	0	0	0	0	0	0	0		
263														
264				Total	(1,229,300)	(1,135,171)	(1,166,294)	(1,341,398)	(1,149,988)	(1,439,440)	(1,457,775)	(1,476,875)		
265														
266				Net increase (decrease) in cash	(201,896)	(2,875)	224,592	(59,161)	(120,628)	(295,145)	72,562	301,053		
267														
268				Cash balance - January 1	693,494	491,598	488,723	713,315	713,315	592,687	297,542	370,104		
269														
270				restricted reserve	347,573	402,767	464,507	524,507	508,074	477,074	521,074	566,074		
271				Cash balance - December 31	\$144,025	\$85,956	\$248,808	\$129,647	\$84,613	(\$179,532)	(\$150,970)	\$105,083		
272				Percent of next year operations	4.9%	2.9%	8.2%	4.3%						
273				Percent of same year operations					2.8%	-6.0%	-5.0%	3.5%		

Wastewater Utility Maintenance Plan

		2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
602.00000	Collector Systems										
300	MPCA Permits (4)	\$0	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$6,000	\$6,000	\$6,000	\$6,000
520	Multiple Sanitary Service	\$3,000	\$7,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
520	Lift Station Corrections (Misc.)	\$4,000	\$4,200	\$7,500	\$7,500	\$8,000	\$8,000	\$8,000	\$8,000	\$8,000	\$1
532	Infiltration Remediation and Control	\$0	\$4,000	\$7,500	\$5,000	\$8,000	\$8,000	\$5,000	\$7,500	\$7,500	\$5,000
532	Inflow Remediation and Control	\$0	\$4,000	\$6,500	\$5,000	\$6,500	\$6,500	\$5,000	\$6,500	\$6,500	\$5,000
	Collector Systems totals:	\$7,000	\$24,200	\$31,500	\$27,500	\$32,500	\$32,500	\$29,000	\$33,000	\$33,000	\$21,001
602.00000	Treatment Facilities										
520	Interior Building Maintenance	2013	\$0	\$5,000		\$5,000			\$5,000		\$6,000
520	B A F (Valves)	2015	\$0	\$2,300	\$2,500	\$2,500		\$2,600	\$2,600	\$2,600	\$3,000
520	B A F (Roots Blowers 7)	2013	\$8,000	\$10,000	\$15,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$8,000
520	UV Disinfection	2013	\$75,000	\$35,000	\$35,000	\$35,000	\$37,000	\$37,000	\$37,000	\$37,000	\$40,000
520	Biosolids Belt Replacements	2010		\$3,700		\$3,800		\$3,900	\$4,200		\$4,250
520	H V A C Operators Room	2010				\$4,500					\$4,500
520	H V A C Laboratory Room	2009			\$4,500					\$5,000	
520	Makeup Air Unit 2	2013	\$2,000					\$4,700			
520	Makeup Air Unit 3	2014		\$4,000					\$4,800		
520	Makeup Air Unit 4	2012					\$4,600			\$4,900	
520	Makeup Air Unit 5	2015		\$4,500							\$4,500
520	Makeup Air Unit 6	2016			\$4,500						
520	Makeup Air Unit 7	2011				\$4,600					
520	Equipment Replacement - WWTF		\$19,000	\$22,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$28,000
520	Equipment Replacement - Lab	2013	\$6,500	\$6,000	\$5,000	\$10,000	\$6,000	\$5,000	\$10,000	\$5,700	\$5,000
580	SCADA/Computer Upgrades		\$3,000	\$3,000	\$19,000	\$3,500	\$2,000	\$2,500	\$3,000	\$3,000	\$3,200
	Treatment Facilities totals:		\$113,500	\$86,000	\$111,000	\$93,800	\$91,600	\$85,500	\$87,300	\$92,300	\$106,950
602.00000	General Plant Sewer										
	General Plant Sewer Totals:		\$0.00								
	Sub-totals		\$120,500	\$110,200	\$142,500	\$121,300	\$124,100	\$118,000	\$116,300	\$125,300	\$127,951

Wastewater Utility Capital Plan

		2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
602.48210	Collector Systems										
300	Professional Services		\$7,000	\$10,000	\$10,000	\$10,000	\$10,000	\$11,000	\$12,000	\$12,000	\$12,500
532	North Interceptor		\$48,000								
532	North Interceptor		\$125,000								
532	North Interceptor										
532	North Interceptor			\$60,000							
532	North Interceptor				\$60,000						
532	North Third Street	2013	\$75,000								
532	Subdivision Development		\$0	\$10,000	\$12,000	\$12,000	\$12,000	\$13,000	\$14,000	\$14,000	\$10,000
580	Mainline Camera Replacement	2015		\$120,000							
580	Replace Service Line Camera	2014		\$10,000		\$10,000					\$10,000
580	Collection System Trash Pumps	2010/2019						\$6,000			
580	Samplers - Stationary			\$4,000			\$4,000				\$4,000
580	Samplers - Portable				\$4,000				\$4,000		
580	Bumper Crane									\$8,000	
580	Pneumatic Plugs		\$1,000	\$1,500				\$2,500			
602.48210	Collector Systems Total		\$256,000	\$35,500	\$202,000	\$86,000	\$32,000	\$26,000	\$32,500	\$30,000	\$34,000
602.48220	Treatment Facilities										
300	Professional Services		\$5,000	\$8,000	\$8,000	\$8,000	\$9,000	\$9,000	\$9,500	\$9,500	\$10,000
520	Exterior Building Maintenance	2013		\$10,000			\$25,000				\$15,000
520	Pretreatment (Pista Grit)	2019						\$22,000			
520	Pretreatment (Cyclone Separator)	2018					\$27,000				

520	Pretreatment (Fine Screen)	2021								\$350,000		
520	Pretreatment (Sample Pump)	2010		\$2,000		\$2,000		\$2,000		\$2,000	\$2,200	
520	Pretreatment (Sampler)	2013	\$4,000			\$4,000					\$4,000	
520	Primary Treatment (Mixers)	2014		\$6,000		\$6,000		\$6,000		\$6,000		
520	Thermal Imaging	2013		\$12,000			\$12,000					
520	Primary Treatment (Poly Pump)	2013		\$6,200		\$6,200					\$6,200	
520	Primary Treatment (Ferric Pumps)	2013		\$13,500					\$13,500			
520	Primary Treatment (Scum Pipe)	2012										
520	Primary Treatment (Traveling Bridge)	2024										
520	B A F (Lift Pumps)	2017				\$9,000						
520	Biosolids Sludge Pump	2014		\$10,000								
520	Biosolids (Roots Blower) #8	2013	\$5,000				\$5,000				\$5,000	
520	Effluent Sampler	2013	\$5,700				\$8,000					
520	Replace JWC Grinder with Fine Screen			\$4,000				\$4,000				
520	New 3" trash pump	2013		\$3,500							\$3,500	
580	2 Wheel Trench Box Hauler(WW33%/W33%/SW33%)						\$1,200					
580	Snow Blower			\$2,500				\$3,000				
602.48220	Treatment Facilities Total		\$19,700	\$77,700	\$8,000	\$10,000	\$58,200	\$64,200	\$44,000	\$25,000	\$365,500	\$45,800

602.48230	General Plant Sewer											
520	Public Works Improvements			\$3,000	\$5,000		\$8,000		\$5,000		\$5,000	
520	GIS Mapping / Data System				\$5,000						\$5,000	
540	Backhoe Replacement	2014		\$30,000								
550	Replace Unit #64 f250 1994 (10% of \$65,000)	2013	\$0									
550	Replace Unit #26 2002 f350	2013		\$30,000							\$31,000	
550	Replace Unit #27 2001 vactor (75%WW-25%SW)			\$262,500								
550	Replace Unit #12003 f150 (33% of \$36,000) - 2013		\$0			\$12,000					\$15,000	
550	Replace Unit #4 1995 chevy pickup				\$27,000							
550	Replace Unit #90 f250 2002				\$26,000							
550	Replace Unit #36 2001 caravan (33% of \$27,000) - 2013		\$0		\$9,000						\$10,000	
550	Replace Unit #68 JD 444H 2003	2017					\$50,000					
580	Riding Lawn Mower with ATT:	2013	\$4,000					\$4,000			\$4,000	
580	Safety Equipment Upgrade/Replacement		\$4,000	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,800	
580	Cell phone Upgrades			\$2,500		\$2,500		\$2,500		\$2,500	\$2,500	
580	#552 2004 John Deere Riding Mower 1435 series II					\$21,000						
580	Computer Upgrades		\$2,000	\$7,000		\$7,000			\$7,000		\$7,500	
580	Line Locator Replacement (WW 50%,W50%)		\$2,000		\$2,000		\$2,000		\$2,000		\$2,200	
580	Gas Monitor Replacement		\$1,000		\$1,500		\$1,500		\$1,500		\$1,500	
602.48230	General Plant Sewer Totals		\$13,000	\$337,500	\$78,000	\$45,000	\$64,000	\$9,000	\$18,000	\$5,000	\$16,200	\$72,800

Sub-totals	\$409,200	\$560,900	\$430,500	\$262,300	\$278,300	\$217,200	\$210,800	\$185,300	\$536,200	\$283,151
Bond Debt Service Payments	\$1,552,043	\$1,439,960	\$1,421,407	\$1,382,689	\$1,387,744	\$1,385,158	\$1,385,435	\$1,382,163	\$1,346,062	\$610,069
Total Cost	\$1,961,243	\$2,000,860	\$1,851,907	\$1,644,989	\$1,666,044	\$1,602,358	\$1,596,235	\$1,567,463	\$1,882,262	\$893,220
yearly change		\$39,617	(\$148,953)	(\$206,918)	\$21,055	(\$63,686)	(\$6,123)	(\$28,772)	\$314,799	(\$989,042)

47

Wastewater Utility Capital Plan

		2013					
		RESERVES/ CASH	ASSESS./ Developer	TIF Bond Funding	State Aid	BOND (Finance)	
602.48210	Collector Systems						
300	Professional Services	\$7,000					
300	MPCA Permits (4)	\$0					
520	Multiple Sanitary Service	\$3,000					
520	Lift Station Corrections (Misc.)	\$4,000					
532	Infiltration Remediation and Control	\$0					
532	Inflow Remediation and Control	\$0					
532	North Interceptor	\$48,000	Phase1 & 2			\$125,000	
532	North Third Street		2013	\$75,000			
532	Subdivision Development	\$0					
580	Pneumatic Plugs	\$1,000					
602.48210	Collector Systems Total	\$63,000	\$0	\$75,000	\$0	\$125,000	\$263,000
602.48220	Treatment Facilities						
300	Professional Services	\$5,000					
520	Exterior Building Maintenance	2013 \$0					
520	Interior Building Maintenance	2013 \$0					
520	Pretreatment (Sampler)	2013 \$4,000					
520	Thermal Imaging	2013 \$0					
520	Primary Treatment (Poly Pump)	2013 \$0					
520	Primary Treatment (Ferric Pumps)	2013 \$0					
520	B A F (Valves)	2015 \$0					
520	B A F (Roots Blowers 7)	2013 \$8,000					
520	UV Disinfection	2013 \$75,000					
520	Biosolids (Roots Blower)	2013 \$5,000					
520	Makeup Air Unit 2	2013 \$2,000					
520	Equipment Replacement - WWTF	\$19,000					
520	Equipment Replacement/Lab	2013 \$6,500					
520	Effluent Sampler	2013 \$5,700					
520	New 3" trash pump	2013 \$0					
580	SCADA/Computer Upgrades	\$3,000					
602.48220	Treatment Facilities TOTAL	\$133,200	\$0	\$0	\$0	\$0	\$133,200
602.48230	General Plant Sewer						
520	Public Works Improvements	\$0					
550	Replace Unit #64	(10% of \$65,000) 2013 \$0					
550	Replace Unit #1(2003)	(33% of \$36 000) 2013 \$0					
550	Replace Unit #36 (2001)	(33% of \$27,000) - 201 \$0					
580	Riding Lawn Mower with ATT:	2013 \$4,000					
580	Safety Equipment Upgrade/Replacement	\$4,000					
580	Computer Upgrades	\$2,000					
580	Line Locator Replacement (WW 50%,W50%)	\$2,000					
580	Gas Monitor Replacement	\$1,000					
602.48230	General Plant Sewer Totals	\$13,000	\$0	\$0	\$0	\$0	\$13,000
	Total Cost	\$209,200	\$0	\$75,000	\$0	\$125,000	\$409,200

48

Sample Rate Change Impact on Eleven Customers

49

	usage	current rate 7.94	7/1 rate 8.73	11/1 rate 9.23	diff of high/low	
DOMESTIC	2,500	\$ 19.85	\$ 21.83	\$ 23.08	\$ 3.23	
DOMESTIC	3,200	\$ 25.41	\$ 27.94	\$ 29.54	\$ 4.13	
DOMESTIC	4,700	\$ 37.32	\$ 41.03	\$ 43.38	\$ 6.06	
DOMESTIC	1,900	\$ 15.09	\$ 16.59	\$ 17.54	\$ 2.45	
DOMESTIC	2,900	\$ 23.03	\$ 25.32	\$ 26.77	\$ 3.74	
DOMESTIC	5,100	\$ 40.49	\$ 44.52	\$ 47.07	\$ 6.58	
DOMESTIC	6,800	\$ 53.99	\$ 59.36	\$ 62.76	\$ 8.77	
DOMESTIC	38,800	\$ 308.07	\$ 338.72	\$ 358.12	\$ 50.05	
DOMESTIC	1,400	\$ 11.12	\$ 12.22	\$ 12.92	\$ 1.81	
DOMESTIC	2,000	\$ 15.88	\$ 17.46	\$ 18.46	\$ 2.58	
DOMESTIC	112,000	\$ 889.28	\$ 977.76	\$ 1,033.76	\$ 144.48	
Separate rate categories						
RTC	DOMESTIC	2,191,700	\$ 22,245.76	\$ 24,481.29	\$ 25,577.14	\$ 3,331.38
Kasota	DOMESTIC	599,064	\$ 5,601.25	\$ 6,164.37	\$ 6,463.90	\$ 862.65

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2013 -

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

RESOLUTION ADOPTING WASTEWATER RATES

WHEREAS, the wastewater rate for contracted services has been recalculated to reflect the current year budget; and

WHEREAS, staff continues to refine the wastewater treatment operations while meeting regulation requirements; and

WHEREAS, staff has identified the many services provided to the residents of Saint Peter under this enterprise fund; and

WHEREAS, all other rates will remain the same except were indicated; and

WHEREAS, the additional revenues generated from the increased rates are necessary to operate the fund.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SAINT PETER, NICOLLET COUNTY, MINNESOTA, THAT: the following rate schedule is hereby approved for the cost of services provided in the Wastewater Fund effective on the dates and in the amounts indicated below:

WASTEWATER RATE SCHEDULE

BASE CHARGE - ALL METER SIZES

\$14.65 per meter

INTERDEPARTMENT CONCENTRATE WASTE

\$2.00 per 1,000 gallons

COMMODITY OUTPUT CHARGE per 1,000 gallons - ALL OTHER METER SIZES			
August 1, 2013	November 1, 2013	January 1, 2014	January 1, 2015
\$8.73	\$9.23	\$10.23	\$11.23
CITY OF KASOTA OUTPUT CHARGE – per 1,000 gallons			
August 1, 2013	November 1, 2013	January 1, 2014	January 1, 2015
\$10.28	\$10.78	\$11.78	\$12.78
REGIONAL TREATMENT CENTER OUTPUT CHARGE per 1,000 gallons			
August 1, 2013	November 1, 2013	January 1, 2014	January 1, 2015
\$11.16	\$11.66	\$12.66	\$13.66

SURCHARGES - FOR EXCEEDING MAXIMUMS ALLOWED BY CITY CODE	
Surcharge BOD	\$0.142 PER POUND
Surcharge TSS	\$0.100 PER POUND

ADDITIONAL CHARGES FOR VIOLATING DISCHARGE LIMITATIONS SET BY CITY CODE

pH LEVELS FROM 3.6 TO 4.9	\$400.00 PER DAY THAT SUCH SAMPLE IS DRAWN
pH LEVELS FROM 9.6 TO 10.9	\$400.00 PER DAY THAT SUCH SAMPLE IS DRAWN
pH LEVELS FROM 2.1 TO 3.5	\$600.00 PER DAY THAT SUCH SAMPLE IS DRAWN
pH LEVELS FROM 11.00 TO 12.4	\$600.00 PER DAY THAT SUCH SAMPLE IS DRAWN

COMBINED METERING

When a consumer's premises has several buildings, each supplied with service and metered separately, the full base charge will be billed for each meter separately and the readings will not be cumulated. If the utility, for its own convenience, installs more than one meter, the readings will be cumulated for billing purposes.

BILLING

Water bills will be rendered monthly and become due and payable on the first day of the month following the period for which service is rendered. A ten (10%) percent penalty will be applied to any unpaid bill after the 15th day of the month following the period for which service is rendered. If the bill is not paid by the 15th day, the customer will be given written notice that the bill is delinquent and that unless payment or satisfactory arrangement for payment is made within the date designated, service may be disconnected without further notice. As per the fee schedule adopted each year, a charge will be collected in advance for restoring service after disconnection for nonpayment of a bill.

UNIT OF SERVICE

A unit of service shall consist of any residential or small commercial aggregation of space or area occupied for distinct purpose, such as a residence, apartment, flat, store, or office, which is equipped with one or more fixtures for rendering water service, separate and distinct from other users. Each unit of service shall be regarded as one consumer and a surcharge for additional consumers on a meter assessed accordingly. For each additional unit of service on one meter, add twenty-five (25%) percent of the applicable base charge.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 8th day of July 2013.

 Timothy Strand
 Mayor

ATTEST:

 Todd Prafke
 City Administrator

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2013 -

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

RESOLUTION ADOPTING THE 2013 WASTEWATER FUND BUDGET

BE RESOLVED BY THE CITY COUNCIL OF THE CITY OF SAINT PETER, NICOLLET COUNTY, MINNESOTA, THAT: the following budget for the Wastewater Fund of the City of Saint Peter is adopted for 2013:

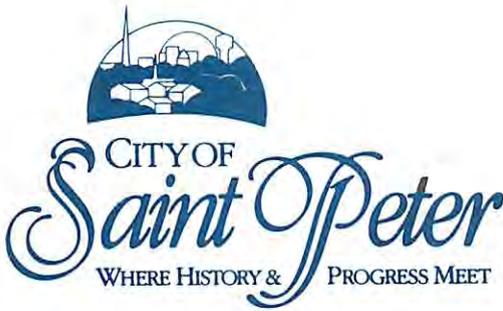
Wastewater Fund	\$3,406,266
-----------------	-------------

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 8th day of July 2013.

Timothy Strand
Mayor

ATTEST:

Todd Prafke
City Administrator



Memorandum

TO: Todd Prafke
City Administrator

DATE: 07/03/13

FROM: Paula O'Connell Wayne Albers
Finance Director Transit Coordinator

RE: Transit System Route Implementation

ACTION/RECOMMENDATION

Approve implementation of a Deviated Route to complement the City's current dial-a-ride system.

BACKGROUND

On August 1, 2013 we plan to introduce a new route system that will operate Monday–Friday from 10am until 6pm. This new route will replace one of the buses used for a dial-a-ride service that operated Monday-Friday from 10am until 5pm. We will operate a one-hour route that will get to some of the heaviest activity locations. The heavy activity locations are those which have had the most frequent fare pick-ups and drop-offs in town as determined by a study done early in 2012. The aim of the route system is to reduce service wait times by providing service on a schedule. The bus will pick up riders from designated stops and drop off at designated stops. These stops will be marked with signs that identify the location as a bus stop.

The route is divided into two sections: the South loop and the North loop. Each loop will take the bus approximately thirty minutes to cover with Econofoods being used as the hub. The stops for the South loop in order are Econofoods, Regional Treatment Center, Kwik Trip, Parkview Manor Apartments, Gustavus Adolphus College (Three Flags), Community Center/Library, Nicollet County Bank, River Rock Café and back to Econofoods. On the North loop, the stops are Econofoods, Ronnel Street Apartments, Shopko, Holiday Gas Station, Ecumen Sand Prairie, Sunrise Meadow Apartments, River's Edge Hospital and again back to Econofoods.

A transit route is new to Saint Peter but not to the Minnesota Department of Transportation (MnDOT). We have contacted other communities for advice on how to make routes work in Saint Peter. Please know that this is a substantial change and we continue to look at it as an experiment and that additional changes may occur based on use, experience, and customer/rider input. For instance, there is no way of predicting when or where a rider needing wheelchair assistance will use our services and this may cause issues with timing. Since timing is a critical factor, the route schedule could be impacted as it can take as much as 5-10 minutes to assist and tie down a wheelchair.

We will also monitor the need for replacing a dial-a-ride bus service with a route on Saturdays should the need arises.

Dial-a-ride service will continue with one bus from 7 am to 8 pm Monday-Friday, however, as of August 1st the rates will increase for this service. The cost of a one way dial-a-ride trip will cost from \$1.75 for seniors to \$2.50 for a general fare using the discounted ticket books that are already available. Cash fares will range from \$2.00 for seniors to \$3.50 for a general fare. Dial-a-ride will also continue the current service to Kasota and maintain the current hours of operations.

Using discounted ticket books, a one-way trip on the route bus will cost seniors \$.88 and a general fare will be \$1.25. Cash fares will be \$1.00 and \$1.75, respectively.

Kasota will not be part of a route and therefore will see the same increases for the dial-a-ride. So far, acceptance among business owners with designated route stops has been positive. The business owners realize that a number of their customers use public transit and improvements are needed. However, a couple of business managers voiced concerns about the possibility of loitering at their stops. This will be an issue we will monitor closely.

The next step will be to educate the public on the new service. This will be done by creating brochures that will be handed out to the public. These brochures will include the location of specific stops on the route as well as the price. The City's website, Facebook page and Public Access Channel 8 will also be updated to include current information. In addition, Transit Coordinator Albers will make presentations to user and business groups to educate them about the services.

Once again it is important to bear in mind that this is a work in progress and it is possible that some minor changes will occur before the launch on August 1st. After the initial launch, re-evaluation of the route system will be done after a few months based on route usage data. We intend to provide an update to the Council near the end of 2013.

Our goals in making these changes are:

- To improve service through enhanced predictability of a route while maintaining the option of a very robust dial-a-ride system.
- Reduce costs. Changing to a route system is much cheaper than adding another dial-a-ride bus.
- Operate the system far enough in the black to meet our share of capital expenses for new equipment when needed. This is about \$12,000 to \$16,000 per year.

FISCAL IMPACT:

With the addition of a route, a passenger will continue to be able to ride for the same price as what they have paid in the past. If they continue to call for a dial-a-ride, the price will be the cost of two tickets/fares instead of one.

We aren't proposing a rate change of the ticket price, but instead the implementation of using one ticket/fare for the transit route and two tickets/fares for the dial-a-ride.

The move to a route will add one hour of driver time per day. The parameters of the State and Federal grants received will be enough to cover this change.

ALTERNATIVES AND VARIATIONS:

Do not act. Staff will wait for additional direction. No change to the transit system can continue, but we feel a route can alleviate some delays that we are seeing now.

Negative vote: Staff will await recommendation from the City Council.

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

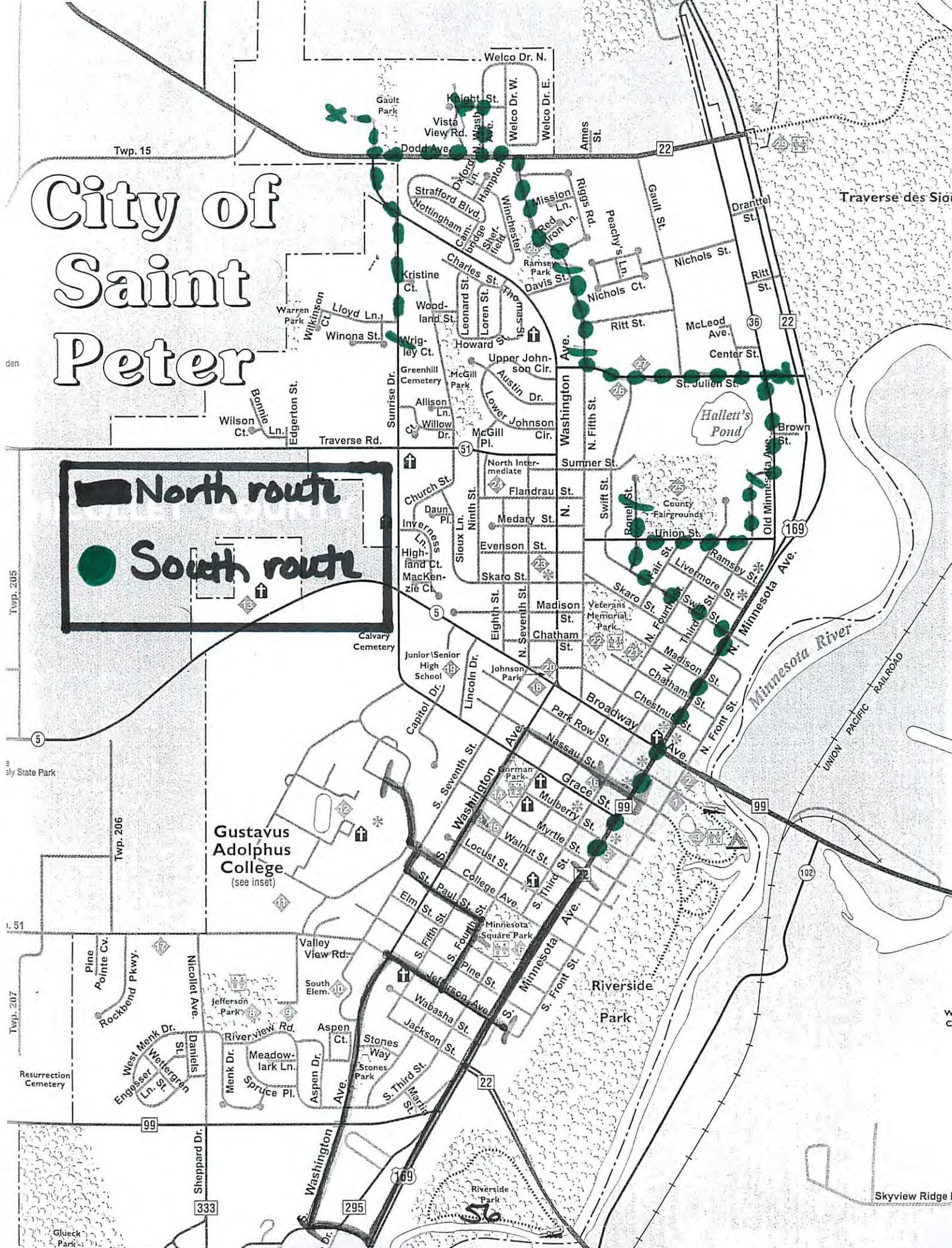
Please feel free to contact either of us should you have any concerns or questions on this agenda item.

PO/WA/

City of Saint Peter

North route

South route



CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2013 -

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

RESOLUTION APPROVING IMPLEMENTATION OF A TRANSIT ROUTE

WHEREAS, the current transit system is being taxed for timely pick-up and drop-offs; and

WHEREAS, costs continue to increase in operating the transit system; and

WHEREAS, increased revenues are needed to better operate the transit system; and

WHEREAS, staff has developed a route system that can be used in conjunction with the current dial-a-ride system; and

WHEREAS, implementation of the route system is expected to bring additional revenues to the transit fund; and

WHEREAS, additional revenues will allow the City to fund the 20% share required for capital equipment expenditures for the transit system.

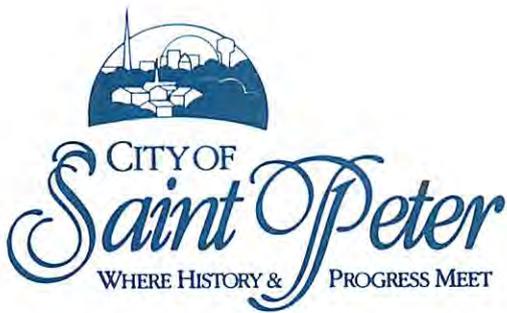
NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SAINT PETER, NICOLLET COUNTY, MINNESOTA, THAT: the City's Transit system is hereby authorized to implement a Deviated Route system in addition to the dial-a-ride system effective August 1, 2013.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 8th day of July, 2013.

Timothy Strand
Mayor

ATTEST:

Todd Prafke
City Administrator



Memorandum

TO: Honorable Mayor Strand
Members of the City Council

DATE: 7/2/13

FROM: Todd Prafke
City Administrator

RE: Peddler's License Application

ACTION/RECOMMENDATION

Provide approval of an application for a Peddler's License.

BACKGROUND

The City has received a new license application request for City Council approval.

Thomas Belting, dba Pro-Tech Exteriors, has submitted a Peddler license application in order to go door-to- door in residential areas selling roofing, siding and gutter products. Mr. Belting would like a six month permit which would be in effect from July 9, 2013 – December 23, 2013.

The Police Department has conducted a background investigation on Mr. Belting and found nothing that would prohibit the applicant from obtaining a Peddler license.

FISCAL IMPACT:

None other than receipt of the permit fees.

ALTERNATIVES/VARIATIONS:

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

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

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

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

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2013 -

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

RESOLUTION APPROVING NEW BUSINESS LICENSE APPLICATION

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

PEDDLER

Thomas Belting dba Pro-Tech Exteriors

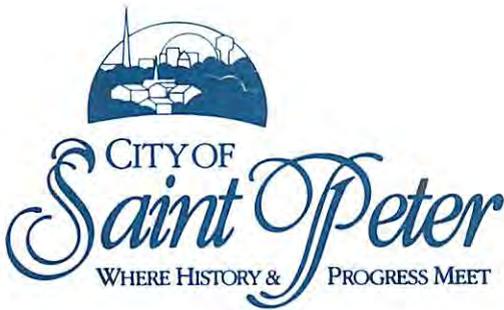
7/8/13 – 12/23/13

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 13th day of July 8, 2013.

Timothy Strand
Mayor

ATTEST:

Todd Prafke
City Administrator



Memorandum

TO: Todd Prafke
City Administrator

DATE: 07/03/13

FROM: Lewis Giesking
Director of Public Works

RE: 2013 Swimming Pool Painting Project

ACTION/RECOMMENDATION

For your information.

BACKGROUND

The swimming pool was repainted in May of 2013 by Color Dynamics LLC. The last time the pool was painted was in 2007. The City switched the paint type from rubber based paint to a high-grade epoxy with the goals of extending the time between required repainting and reducing the cost of pool operation. Both were accomplished. An unexpected change was a dramatic reduction in the quantity of paint required to paint over the original epoxy paint.

It was estimated 200 gallons of paint would be required to repaint all three pool tanks. As a result, Color Dynamics quoted \$38,700 to perform the work. The work has been completed as per the specifications with only 100 gallons of paint required.

City staff has been working with Color Dynamics concerning a credit for the reduced quantity of paint used for the project. \$5,856 was the final credit allowed for the reduction in the quantity of paint, resulting in a final project cost of \$32,844.

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

LGG/vwt