

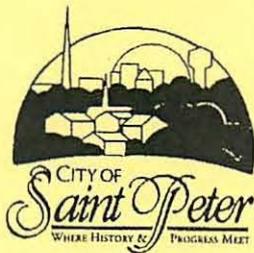
**CITY OF SAINT PETER, MINNESOTA  
AGENDA AND NOTICE OF MEETING**

Regular City Council Meeting of Monday, March 25, 2013  
Community Center Governors' Room - 7:00 p.m.

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

None scheduled
  - VII. **NEW BUSINESS**
    - A. 2013 Equipment Certificate Bond Sale
    - B. 2013 Water Fund Budget/Rates
    - C. Washington Avenue Link Project Right-of-Way Plat
    - D. Ewing Street Vacation Request Public Hearing
    - E. Rain Barrel Program Continuation
    - F. Air Pollution Control Equipment Bid Rejection
    - G. Unbudgeted Purchase: Replacement Boiler
  - VIII. **REPORTS**
    - A. **MAYOR**
    - B. **CITY ADMINISTRATOR**
      - 1. APPA Legislative Rally
      - 2. City/School District #508 Meeting Schedule
      - 3. Council Goal Session Schedule
      - 4. Others
  - IX. **EXECUTIVE SESSION**
    - A. Calling For Closed Session – Real Estate Acquisition Negotiations
- ADJOURN TO CLOSED SESSION in the Traverse des Sioux Room  
RETURN TO OPEN SESSION
- X. **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 February 25, 2013 regular Council meeting is attached for approval. A MOTION is in order.

IV. **VISITORS**

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

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

B. **General Visitor Comments**

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

V. **APPROVAL OF CONSENT AGENDA ITEMS**

The consent agenda, including approval of the schedules of disbursements for February 8, 2013 through March 6, 2013, and March 7, 2013 through March 20, 2013 are attached. Please see the attached staff reports and RESOLUTION.

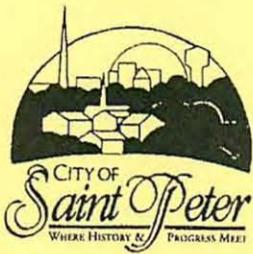
VI. **UNFINISHED BUSINESS**

None scheduled.

VII. **NEW BUSINESS**

A. **ADOPTION OF A RESOLUTION AWARDED SALE OF 2013 EQUIPMENT CERTIFICATE GENERAL OBLIGATION BONDS**

David Drown Associates (DDA) was retained by the City to receive bids for the sale of \$730,000 General Obligation Equipment Certificates. Shannon Sweeney of DDA will be present at the meeting on Monday evening to provide a recommendation for award of the sale. Please see the attached staff report and RESOLUTION.



**B. ADOPTION OF A RESOLUTION APPROVING 2013 WATER FUND BUDGET AND RATE INCREASES**

Staff recommends adoption of the 2013 water fund budget and adoption of a resolution providing for a series rate increases. Please see the attached staff report and RESOLUTIONS.

**C. ADOPTION OF A RESOLUTION ADOPTING WASHINGTON AVENUE LINK PROJECT RIGHT-OF-WAY PLAT**

To facilitate construction of the Washington Avenue Link Project, staff recommends approval of the right-of-way plat for the new roadway. Please see the attached staff report and RESOLUTION.

**D. ADOPTION OF A RESOLUTION SCHEDULING PUBLIC HAERING ON STREET VACATION REQUEST**

An application has been received for vacation of the portion of Ewing Street located between North Fifth Street and North Washington Avenue. Staff recommends a public hearing be scheduled on the proposed vacation. Please see the attached staff report and RESOLUTION.

**E. ADOPTION OF A RESOLUTION APPROVING CONTINUATION OF RAIN BARREL PROGRAM**

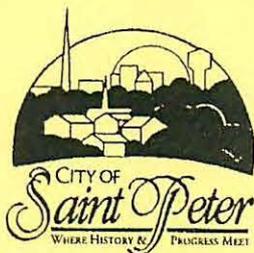
Staff recommends authorization be provided for continuation of the rain barrel program that was initiated in 2012. Please see the attached staff report and RESOLUTION.

**F. ADOPTION OF A RESOLUTION REJECTING BID FOR AIR POLLUTION CONTROL EQUIPMENT**

Staff recommends the lone bid received for the air pollution control equipment at the electric generation plant be rejected. The bid was submitted with conditions and the conditions did not comply with the bid specifications. Please see the attached staff report and RESOLUTION.

**G. ADOPTION OF A RESOLUTION APPROVING UNBUDGETED URCHASE OF REPLACEMENT BOILER FOR LIBRARY**

One of the two boilers in the Library has developed a leak that cannot be repaired. Staff recommends acceptance of the low quote from Thermodynamics for replacement of the boiler. This is an unbudgeted purchase that will be funded by Library reserves. Please see the attached staff report and RESOLUTION.



**VIII. REPORTS**

**A. MAYOR**

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

**B. CITY ADMINISTRATOR**

**1. REPORT ON AMERICAN PUBLIC POWER ASSOCIATION (APPA) LEGISLATIVE RALLY**

Councilmembers Carlin, Kvamme, Eichmann and Public Works Director Giesking will provide a report on their attendance at the APPA legislative rally in Washington, D.C.

**2. REPORT ON CITY/SCHOOL DISTRICT MEETING SCHEDULE**

A meeting of the City/School District #508 committee has been scheduled for 12:00 noon on March 28<sup>th</sup>. A report on the meeting will be provided at this time.

**3. REPORT ON COUNCIL GOAL SESSION SCHEDULE**

The next Council goal session has been scheduled for Monday, April 1<sup>st</sup>. A report on the goal session will be provided at this time.

**4. OTHERS**

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

**IX. EXECUTIVE SESSION**

**A. ADOPTION OF A RESOLUTION CALLING FOR CLOSED SESSION TO DISCUSS LAND ACQUISITION NEGOTIATIONS**

State law allows for public meetings to be closed to discuss land acquisition negotiations. Staff recommends the meeting be closed at this time to discuss negotiations involved in a possible land acquisition. No further action on the land acquisition will take place at this meeting. Please see the attached RESOLUTION.

**ADJOURN TO CLOSED SESSION IN THE TRAVERSE DES SIOUX ROOM  
RETURN TO OPEN SESSION**

**X. ADJOURNMENT**

Office of the City Administrator  
Todd Prafke

**CITY OF SAINT PETER, MINNESOTA**

**OFFICIAL PROCEEDINGS**

**MINUTES OF THE CITY COUNCIL MEETING  
FEBRUARY 25, 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 February 25, 2013.

A quorum present, Mayor Strand called the meeting to order at 7:07 p.m. The following members were present: Councilmembers Eichmann, Pfeifer, Kvamme, Carlin, Zieman, Brand and Mayor Strand. The following officials were present: City Administrator Prafke, City Attorney Brandt, and City 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.

**Approval of Minutes** – A motion was made by Eichmann, seconded by Carlin, to approve the minutes of the February 11, 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 February 11, 2013 regular City Council meeting is contained in the City Administrator's book entitled Council Proceedings 18.

**Consent Agenda** – In motion by Zieman, seconded by Kvamme, Resolution No. 2013-26 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. 2013-26 is contained in the City Administrator's book entitled Council Resolutions 19.

**North Interceptor Sewer Phase I Final Acceptance** – Water Utilities Superintendent Moulton appeared before the Council in place of Public Works Director Giesking who was out of town. Moulton presented Giesking's recommendation to accept the work of Insituform Technologies on Phase I of the North Interceptor Sewer Project and to make payment in the amount of \$46,750 to the contractor. Moulton indicated the work involved 192' of sewer at the deepest point of the system and the project was completed for \$1,270 less than the bid amount. Moulton also reported the next phase(s) of the project would be completed prior to the Minnesota Department of Transportation initiating the changes on Highway 169 north of Union Street. In motion by Pfeifer, seconded by Eichmann, Resolution No. 2013-27 entitled "Resolution Accepting The North Interceptor Rehabilitation – Phase 1 Project And Authorizing Final Payment", was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2013-27 is contained in the City Administrator's book entitled Council Resolutions 19.

**Park Row Crossing Project Tax Increment Financing Request** – David Drown Associate (DDA) representative Shannon Sweeney addressed the Council regarding calling for a public hearing on April 22, 2013 regarding establishment of a redevelopment Tax Increment Financing District on Block 83, Skaro and Evenson's Addition. Sweeney indicated increments from the district would be redirected to the developer of the Park Row Crossing Townhome project (Southwest Minnesota Housing Partnership) to assist with development costs and keep the housing development affordable. Councilmember Kvamme questioned whether certain taxing entities can be exempted from the district. Sweeney indicated State law does not allow for the

County or School District to be exempted from a Tax Increment Financing District and that school districts would be made whole through the State funding they receive and wouldn't be impacted by establishment of the tax increment district. City Administrator Prafke also pointed out that the City has been committed to closing tax increment districts as soon as possible. In motion by Zieman, seconded by Brand, Resolution No. 2013-28 entitled "Resolution Calling A Public Hearing On The Creation Of Tax Increment Financing District No. 1-19 And The Adoption Of A Tax Increment Financing Plan Relating Thereto", was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2013-28 is contained in the City Administrator's book entitled Council Resolutions 19.

**2013 Equipment Certificate Bid Receipt Authorization** – David Drown Associates (DDA) Representative Shannon Sweeney indicated he had met with staff regarding issuance of general obligation equipment certificates through a competitive bidding process. Sweeney indicated equipment certificates had previously been issued locally, but issuances exceeding \$500,000 generally would benefit from issuance in a competitive market place where reduced interest costs were available. Sweeney suggested DDA be authorized to receive bids on behalf of the City for issuance of \$730,000 in equipment certificates on March 25, 2012 through competitive sale and that the issuance receive a Standard and Poor's rating. Sweeney reported he expected the seven year issuance to receive rates of less than 1.6% if the market did not fluctuate prior to receipt of bids. Sweeney also noted that the large issuance included funding for the new fire pumper truck. In motion by Carlin, seconded by Kvamme, Resolution No. 2013-29 entitled "Resolution Providing For The Competitive Negotiated Sale Of \$730,000 General Obligation Equipment Certificates, Series 2013A", was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2013-29 is contained in the City Administrator's book entitled Council Resolutions 19.

**2013 Equipment Certificate Purchase** – Police Chief Peters requested authorization to purchase a Dodge Durango Special Services four-wheel drive vehicle from Lager's of St. Peter in the amount of \$27,798 plus tax and licenses. Peters indicated the truck was budgeted as part of the 2013 equipment certificate and would replace a 1998 Ford Expedition that is rusting out. Councilmember Kvamme objected to approving an equipment certificate purchase without additional discussion at a workshop. Kvamme noted he had previously brought up the same objection in January. Kvamme also pointed out the Council's original objections to the 1998 Ford purchase and that staff had promised to provide regular updates on the use of the Ford, but no updates had been provided over the years. Kvamme indicated he had no idea what kind of mileage was on the Ford, how it was used by the Department, and why a four-wheel drive vehicle was needed in the first place. City Administrator Prafke indicated that if the Council so chose, staff could provide a separate budget for equipment certificate items as had been done in the past or staff would provide for discussion at a workshop the week before an equipment certificate purchase was scheduled to be brought for Council approval. In motion by Kvamme, seconded by Eichmann, Resolution No. 2013-30 entitled "Resolution Approving 2013 Equipment Certificate Purchase", was introduced with a modification that allowed for \$4,000 in total funding to finance removal of equipment from the old vehicle and installation on the new vehicle. Upon roll call, Councilmembers Pfeifer, Zieman, Kvamme, Carlin, Eichmann and Mayor Strand voting aye, Councilmember Brand abstaining, the Resolution was declared passed and adopted as modified. A complete copy of Resolution No. 2013-30 is contained in the City Administrator's book entitled Council Resolutions 19.

**Rezoning Request: Old Hospital Property** – Community Development Director Wille presented the Planning and Zoning Commission recommendation to change the zoning regulations of the City Code to provide for a Residential Planned Unit Development (RPUD)

overlay on Block 83 of Skaro and Evenson's Addition. Wille noted the block was the proposed location for the Park Row Crossing development. Councilmember Kvamme asked what the next steps were for the project. Wille indicated the developer would submit a detailed site plan and then the Planning Commission and the Board of Zoning Appeals would meet to consider the project which would need to meet specific conditions outlined in the City Code. Councilmember Zieman questioned whether the same conditions would need to be met by any other developer of the lot. Wille responded that if the development was done within one year of the BZA action, the same conditions would apply, otherwise, the process would begin again. In motion by Zieman, seconded by Brandt, Ordinance No. 9, Third Series entitled "An Ordinance Amending Saint Peter City Code Chapter 24, 'Land Use Regulations And Zoning' Section 24-6 By Amending The Zoning Map To Apply The Standards Of The (RPUD) Residential Planned Unit Development Overlay Upon Block 83, Skaro & Evenson's Addition 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 Ordinance was declared passed and adopted. A complete copy of Ordinance No. 9 Third Series is contained in the City Administrator's book entitled Council Ordinances 2.

**Gateway Regulation Modification** – Community Development Director Wille presented the Planning and Zoning Commission recommendation to modify the City Code by requiring all properties within the Gateway District to meet gateway standards upon any redevelopment or change in use of the properties. Wille reported the modification tightens up the language in the Code so that all gateway properties would be held to the same standard. In motion by Pfeifer, seconded by Carlin, Ordinance No. 10 Third Series entitled "An Ordinance Amending Saint Peter City Code Chapter 24 'Land Use Regulations And Zoning' And Section 24-439 'GO Gateway Overlay District Application' And Adopting By Reference Saint Peter City Code Chapter 1, Section 1-6 Which, Among Other Things, Contains Penalty Provisions", was introduced. Upon roll call, with all in favor, the Ordinance was declared passed and adopted. A complete copy of Ordinance No. 10 Third Series is contained in the City Administrator's book entitled Council Ordinances 2.

Councilmember Pfeifer left the meeting at 7:48 p.m.

**Library Associate Position Description Update** – City Administrator Prafke recommended modifying the Library Associate position description by the elimination of the need to have experience using an on-line cataloguing system. Prafke noted that anyone with computer experience would easily be able to learn the on-line cataloguing system and including the requirement as a minimum qualification would exclude otherwise qualified applicants.

Councilmember Pfeifer returned at 7:52 p.m.

In motion by Eichmann, seconded by Brand, Resolution No. 2013-31 entitled "Resolution Amending Library Associate Position Description", was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2013-31 is contained in the City Administrator's book entitled Council Resolutions 19.

**Business License Application** – City Administrator Prafke recommended approval of an application for a tobacco license submitted by Dollar General. Prafke noted the background investigation had found nothing that would prohibit issuance of the license. In motion by Pfeifer, seconded by Eichmann, Resolution No. 2013-32 entitled "Resolution Approving New Business License Application", was introduced. Upon roll call, with all in favor, the Resolution was

declared passed and adopted. A complete copy of Resolution No. 2013-32 is contained in the City Administrator's book entitled Council Resolutions 19.

**City Assistance Request: St. Patrick's Day Parade** – City Administrator Prafke recommended approval of a request for City assistance submitted by the St. Peter Ambassador's for the St. Patrick's Day parade including "no parking" designations along South Third Street, and Police assistance for traffic safety. Prafke noted the parade, which would occur on Sunday this year, would start at 3:00 p.m. versus the normal 5:00 p.m. start time. In motion by Brand, seconded by Carlin, Resolution No. 2013-33 entitled "Resolution Authorizing City Services For St. Patrick's Day Parade", was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2013-33 is contained in the City Administrator's book entitled Council Resolutions 19.

**Unbudgeted Purchase/Surplus Property Declaration** – Water Utilities Superintendent Moulton, appearing on behalf of Public Works Director Giesking, requested the Parks #10 one ton truck with hydraulic sander be declared as surplus property and that staff be authorized to trade in the equipment for purchase of an electric sander to be used by the Parks crew. Moulton indicated the truck had a cracked frame and had been pulled from service. Moulton also noted the unbudgeted sander purchase from Crysteel Truck Equipment, would also require an additional \$2,357.21 from the general fund. In motion by Kvamme, seconded by Eichmann, Resolution No. 2013-34 entitled "Resolution Declaring Parks Equipment Surplus And Authorizing Purchase Of Replacement Sidewalk Sander", was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2013-34 is contained in the City Administrator's book entitled Council Resolutions 19.

**Closed Session – Real Estate Acquisition Negotiations** – City Administrator Prafke requested a closed session to discuss real estate purchase negotiations as allowed under State law. In motion by Brand, seconded by Carlin, Resolution No. 2013-35 entitled "Resolution Calling For Closed Session", was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2013-35 is contained in the City Administrator's book entitled Council Resolutions 19.

The Council adjourned to closed session at 8:00 p.m.

The Council returned to open session at 8:13 p.m. at which time Councilmember Carlin left the meeting.

**Real Estate Acquisition** – City Administrator Prafke recommended the City purchase the property located at 1728 North Fifth Street which is owned by Janet Doerr. Prafke indicated the property was originally intended to be removed as part of the Washington Avenue Link Project to provide for an access from the Daun Addition to Washington Avenue, but was later deemed to be too close to the entrance to Highway 22 and the new roadway was later moved further to the south. Prafke indicated the value of the lot was \$33,900 and the value of the home was \$22,500 with an estimated cost of \$10,000 to demolish the home and fill the basement. Prafke noted staff had offered \$23,900 to the property owner with an additional \$1,000 in relocation costs and the property owner had already signed a purchase agreement for those amounts. Prafke stated the total cost to the City, with legal fees, was approximately \$36,000, and the clean lot was expected to be valued between \$30,000-\$35,000. Finally Prafke stated it was possible the City could sell the lot to one of the property owners being displaced by the Washington Avenue Link project. In motion by Kvamme, seconded by Brand, Resolution No. 2013-36 entitled "Resolution Approving Real Estate Purchase For Property Located At 1728

North Fifth Street", was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2013-36 is contained in the City Administrator's book entitled Council Resolutions 19.

**Reports**

**"Vietnam Veteran's Day" Proclamation** – Mayor Strand proclaimed March 29<sup>th</sup> as "Vietnam Veterans Day" in Saint Peter.

**Mayor's Reports** - Mayor Strand reported on his recent activities which included attending Region Nine Development Commission meetings and the Regional Treatment Center liaison committee meeting.

**City/School District #508 Meeting** – City Administrator Prafke reminded Councilmembers of the March 13, 2013 noon meeting of the City/School District committee.

**Board of Appeal and Equalization Meeting** – City Administrator Prafke asked Councilmembers to update their calendars to reflect the April 23, 2013 meeting of the Board of Appeal and Equalization.

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 8:24 p.m.

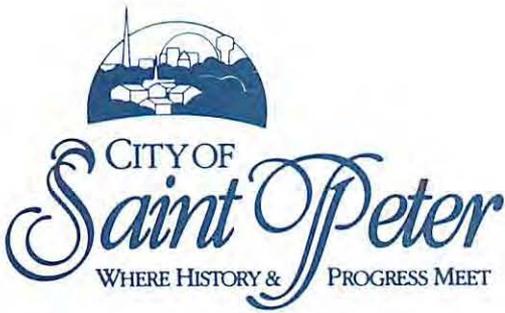
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Timothy Strand  
Mayor

ATTEST:

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Todd Prafke  
City Administrator



## Memorandum

**TO:** Todd Prafke  
City Administrator

**DATE:** March 12, 2013

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

**RE:** 2013 Swimming Pool Chemicals-Hawkins Chemical Company

### ACTION/RECOMMENDATION

It is recommended the City Council approve a blanket purchase order to Hawkins Chemical Company in an amount not to exceed \$12,000.00 for the purchase and delivery of pool chemicals and supplies for operating the municipal outdoor swimming pool complex in Veterans Memorial Park.

### BACKGROUND

The operation of the municipal outdoor swimming pool in 2011 dramatically changed, requiring less chemicals as a result of the new water plant coming online, with an annual cost \$7,000.00 and \$11,000.00 for pool chemicals. For the upcoming 2013 swimming pool season, staff is looking for bids on two types of chemicals - liquid chlorine and Sulfuric Acid . Hawkins Chemical Company is the low bid of the two vendors who offered bids to supply the liquid chlorine, although the Sulfuric Acid can only be supplied by Hawkins and therefore that is the only bid on that chemical. The City Water Utility has used this same company for the chemicals needed at the water plant. Because of DPC's inability to supply sulfuric and deliver chemicals on a weekly basis (they offer monthly), staff is recommending Hawkins Chemical supply the pool chemicals for 2013.

Chemical	Hawkins	DPC, Ind.
Liquid Chlorine	\$1.88 per gallon	\$2.97 per gallon
Sulfuric Acid	\$5.05 per gallon	Not available

### Fiscal Impact:

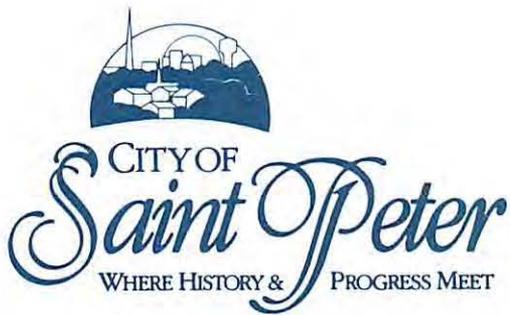
The funding for purchase and delivery of swimming pool chemicals and supplies is included in the 2013 Swimming Pool Budget.

### Alternatives and Variations:

Do not act;: Staff will seek diction from the city council

Negative Vote: Staff will await further direction regarding the purchase of swimming pool chemicals and supplies.

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



## Memorandum

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

**DATE:** 3/11/2013

**FROM:** Todd Prafke  
City Administrator

**RE:** Washington Avenue Link Project Acquisition Funds

### **ACTION/RECOMMENDATION**

Provide for an additional \$10,000 deposit into the Wilson Development Services Trust Account as part of the acquisition process for the Washington Avenue Link Project.

### **BACKGROUND**

The Council has previously established a process for acquisition of properties related to the Washington Avenue Link Project. This authorization included providing \$10,000 to be placed in a trust account with Wilson Development Services to fund smaller cost moving expenses associated with relocation of residents. That deposit was made.

Over 60% of that funding has already been utilized. To keep the process moving forward staff recommends an additional \$10,000 deposit be provided to Wilson Development Services at this time.

Funding for these expenses will be from the project fund.

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

TP/bal



To: Todd Prafke  
City Administrator

Date: March 20, 2013

Fr: Cindy Moulton *Cindy Moulton*  
Administrative Secretary

Re: Licenses

#### **ACTION/RECOMMENDATION**

Provide approval of licenses.

#### **BACKGROUND**

The City has received an application for a Temporary Show and Consumption and Display Permit.

Margaret Wenner, on behalf of the Nicollet County Relay for Life, has submitted a Temporary Show License in order for Jose Circus to perform at the St. Peter Armory, 1120 North Swift Street, on April 18, 2013. The proceeds raised from the circus will be donated to the Nicollet County Relay for Life.

The Nicollet County Agricultural Society has submitted a Renewal of Consumption & Display Permit for the Nicollet County Fairgrounds located at 400 Union Street. The licensing period will be April 1, 2013 – March 30, 2014.

Please place these items on the March 25, 2013 City Council consent agenda.

#### **FISCAL IMPACT:**

None other than receipt of the permit fees.

#### **ALTERNATIVES/VARIATIONS:**

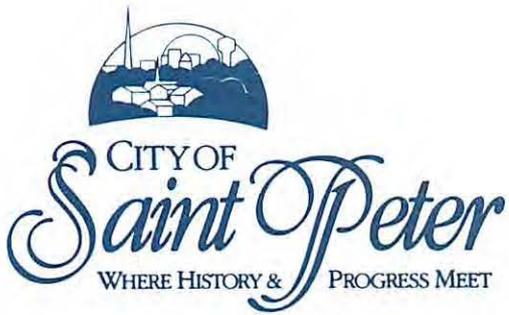
Do Not Act: No further action will be taken without Council direction.

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.

CKM



## Memorandum

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

**DATE:** 3/18/2013

**FROM:** Todd Prafke  
City Administrator

**RE:** Advisory Board Appointment

### **ACTION/RECOMMENDATION**

Include appointment of Ed Lee as a Civil Service Commission member.

### **BACKGROUND**

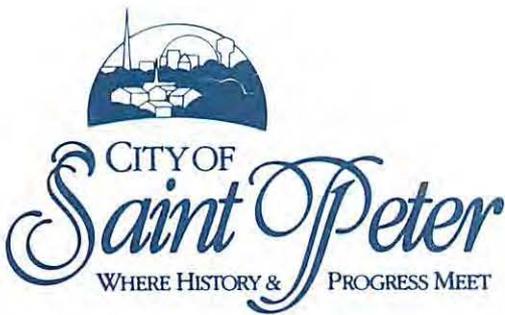
Mayor Strand recommends the appointment of Ed Lee to the Civil Service Commission to complete the term 2012-2015.

Mr. Lee has indicated his desire to be appointed and his willingness to complete the term and duties of a Commission member.

Please include this appointment on the consent agenda for the March 25, 2013 regular City Council meeting.

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

TP/bal



## Memorandum

**TO:** Todd Prafke  
City Administrator

**DATE:** 03/22/13

**FROM:** Matt Peters  
Chief of Police

**RE:** Consent Agenda—Surplus Vehicles

### **ACTION/RECOMMENDATION**

Approve a surplus property declaration as part of the March 25, 2013 consent agenda.

### **BACKGROUND**

I respectfully request that the below listed property be declared as surplus. This is property for which the City (Police Department) no longer has a need. Declaring the property as surplus would allow the Police Department to dispose of these items via the MN Department of Administration on-line auction service.

With the transition to the 800Mhz radio system the following radio equipment is no longer usable:

- Motorola HT1250 (Model AAH25KDF9AA5AN) handheld radios serial numbers 49TCSF418, 749TBE4656, 749TCSF420, 749TCSF413, 749TCSF422, 749TCSF414, 749TCSF411, 749TCSF416, 749TCLH717, 749TCSF417, 749TCSF412, 749TCSF410, 749TCSF415
- 11 speaker microphones
- 10 radio chargers
- Motorola HT1000 (Model H01KDC9AA3DN) handheld radios serial numbers 402AXNA380, 402TYJA025, 402AXNA382, 402AUL1862, 402AXNA384, 402AUL1861, 402AXNA383, 402TYJA024
- VISAR portable radio (Model H05KKD9A4DN), S/N 720AXL7513
- 6 Motorola MaxTrac radios (Model D45MJA73A6AK) serial numbers: 428SYYL928, 428SXT5602, 428SZP0918, 428SYYL938, 428SXT5610
- 5 Dataradio MRM 96+ Catalog (Model): 96D7 Serial#: GDEO; Catalog (Model): 96G7 serial#: EFHP, HJFF, GPAK. EFJC
- Motorola Command Star lite radio console part# L3180A serial# 124CCC0266

In addition, I recommend that the following items be declared as surplus. Many of these items were used by the Department 25 years ago and no longer meet today's technology standards.

- 3 Fisher VCR's
- 1 RCA VCR

- RCA 32X Zoom Plus VHS Camcorder serial number 737540402 with bag
- RCA Solid State Image Sensor VHS Camcorder serial number 736640181 with hard case
- Vivitar PS145 35 mm camera with carry case
- Nikon 35 mm camera with speedlight flash with strap and case
- Minolta auto focus 35 mm camera serial number 2932214 with leather cover and case
- Polaroid Spectra AF instant camera serial number e6nhn9slvhbe with close up stand and case

After declaring these items as surplus, the equipment will be offered for sale utilizing the State of Minnesota Department of Administration on-line auction service

**FISCAL IMPACT:**

Any proceeds from the sale will go to the Police Department restricted fund.

**ALTERNATIVES/VARIATIONS:**

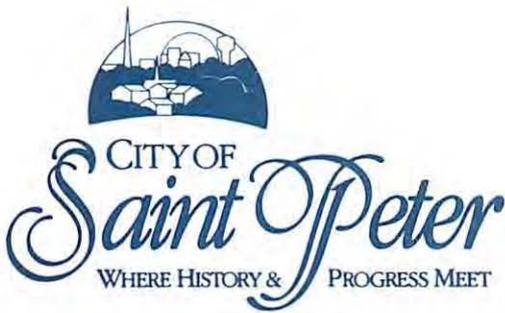
Do not act: No further action will be taken without additional direction from the Council.

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

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

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

MP



## Memorandum

**TO:** Todd Prafke  
City Administrator

**DATE:** March 20, 2013

**FROM:** Paula O'Connell  
Director of Finance

**RE:** Surplus Property

### **ACTION/RECOMMENDATION**

Declare the 1993 Ford Ranger, which was used by the City's Meter Readers, as surplus property and authorize public sale of the vehicle through the State on-line auction.

### **BACKGROUND**

The Finance Department has received a 2005 Crown Victoria from the Police Department to use for meter reading. This comes after the Police Department purchased a new vehicle to put into their fleet of patrol cars. The City Mechanic has evaluated the three vehicles used by the Meter Readers and the car used by Transit and has determined that the 1993 Ranger is the least valuable to have and is not suitable for use by other City departments.

The Ranger has 78,845 miles and maintenance costs has been increasing. Suspension mounts are rusting, the parking brake is ineffective, and getting this vehicle into gear is sometimes a challenge.

I recommend it be declared as surplus property and authorization be provided for public sale of the vehicle through the Minnesota Department of Administration online auction.

### **FISCAL IMPACT:**

As part of the online auction process, the State of Minnesota retains a share of the sale proceeds and the net proceeds will be returned to the City's General Fund.

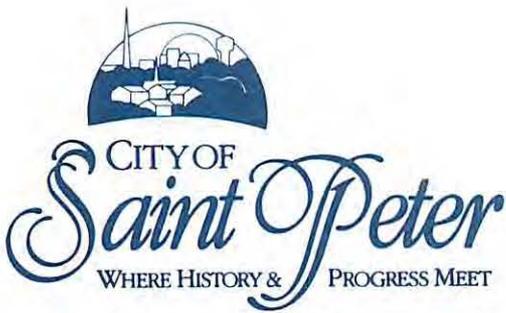
### **ALTERNATIVES AND VARIATIONS:**

Do not act. Staff will wait for additional direction.

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 me should you have any concerns or questions on this agenda item



## Memorandum

**TO:** Todd Prafke  
City Administrator

**DATE:** February 28 , 2013

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

**RE:** Declaration of Surplus Items

### **ACTION/RECOMMENDATION**

It is recommended the City Council declare approximately 700 old and damaged regulatory, warning and street signs as surplus property.

### **BACKGROUND**

These old and damaged signs are no longer needed within the City's sign program. The price of aluminum is high at this time and that makes it a good time to recycle this type of material. At current prices, the value of the signs is estimated to be over \$500.

I recommend the signs be declared as surplus property and staff be authorized to provide for direct sale to the ALTER recycling center in Mankato.

### **FISCAL IMPACT:**

Funds generated would be returned to the General Fund.

### **ALTERNATIVES AND VARIATIONS:**

**Do not act:** No further action will be taken by staff. The signs will continue to be stored at Public Works.

**Negative Vote:** Staff will await further direction from the Council.

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

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

LGG/



## Memorandum

TO: Todd Prafke  
City Administrator

DATE: 03/18/13

FROM: Jane Timmerman   
Director of Recreation & Leisure Services

RE: Employee appointment

### ACTION/RECOMMENDATION

Approve the appointment of Tosha Anderson to the part-time position of Library Associate in the Recreation and Leisure Services Department at the wage rate of \$9.75 per hour. After satisfactory completion of a probationary period (1,040 hours), provide a step increase

### BACKGROUND

Recruitment for the Library Associate position is complete. Lead Librarian Doug Wolfe and Assistant Lead Librarian Anissa Sandland conducted the interview of the top candidate.

Staff recommends the appointment of Tosha Anderson to the part time position of Library Associate. Tosha has previous experience working at the Saint Peter Public Library from February 2008 through September 2010. She currently works part time at libraries in Henderson and Arlington as a Library Assistant. She is familiar with the job functions of the library associate position and will need minimal training related to the circulation desk duties. Tosha has experience organizing and promoting special events and activities for both adults and children. Her job as a front desk clerk at the Fairbridge Inn and Suites as well as her variety of library experiences has strengthened her already strong customer service skills.

Ms. Anderson is available to begin her duties as Library Associate on Monday, April 1, 2013.

### FISCAL IMPACT:

This is a replacement position and is included in the 2013 library budget.

### ALTERNATIVES/VARIATIONS:

Do not act: No further action will be taken without Council direction.

Negative Votes: The applicant 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 should you have any questions or concerns about this agenda item.

JT/

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
ALPHA WIRELESS COMMUNICATIONS CO	remv radio,install 2 way r	GENERAL FUND	POLICE	306.27
	2 way radio & installation	GENERAL FUND	POLICE	306.27
	afg 800mghz radio grant	GENERAL FUND	FIRE	<u>130,098.94</u>
			TOTAL:	130,711.48
AMAZON	ink cart	GENERAL FUND	STREETS	36.76
	ink cart	GENERAL FUND	PARKS	29.40
	books	LIBRARY FUND	LIBRARY	86.44
	ink cart	WATER	ADMIN AND GENERAL	14.70
	ribbons	WATER	CUSTOMER ACCOUNTS	9.23
	ink cart	WASTE WATER FUND	ADMIN AND GENERAL	14.70
	ribbons	WASTE WATER FUND	CUSTOMER ACCOUNTS	9.23
	ink cart	ENVIRON SERVICES F	ADMIN AND GENERAL	14.70
	ribbons	ENVIRON SERVICES F	CUSTOMER ACCOUNTS	9.23
	ink cart	ELECTRIC FUND	ADMIN AND GENERAL	36.76
	ribbons	ELECTRIC FUND	CUSTOMER ACCOUNTS	9.23
	int cart	HEARTLAND TRANSIT	TRANSIT/TRANSPORTATION	<u>54.50</u>
			TOTAL:	324.88
AMERICAN ENGINEERING TESTING INC	airpot calibration	GENERAL FUND	STREETS	18.75
	airpot calibration	GENERAL FUND	PARKS	15.00
	airpot calibration	WATER	ADMIN AND GENERAL	7.50
	airpot calibration	WASTE WATER FUND	ADMIN AND GENERAL	7.50
	airpot calibration	ENVIRON SERVICES F	ADMIN AND GENERAL	7.50
	airpot calibration	ELECTRIC FUND	ADMIN AND GENERAL	<u>18.75</u>
			TOTAL:	75.00
AMERICAN EXPRESS TRAVEL	lew g appa conf flight	GENERAL FUND	NON-DEPARTMENTAL	36.33-
	travis s conf hotel 5/14-5	GENERAL FUND	NON-DEPARTMENTAL	51.97-
	travis s conf hotel 5/14-1	GENERAL FUND	POLICE	671.35
	lew g appa conf flight	WATER	NON-DEPARTMENTAL	96.45-
	travis s conf hotel 5/14-5	WATER	NON-DEPARTMENTAL	137.98-
	lew g appa conf flight	WASTE WATER FUND	NON-DEPARTMENTAL	105.58-
	travis s conf hotel 5/14-5	WASTE WATER FUND	NON-DEPARTMENTAL	151.04-
	lew g appa conf flight	ENVIRON SERVICES F	NON-DEPARTMENTAL	230.93-
	travis s conf hotel 5/14-5	ENVIRON SERVICES F	NON-DEPARTMENTAL	330.36-
	lew g appa conf flight	ELECTRIC FUND	ADMIN AND GENERAL	<u>469.29</u>
			TOTAL:	0.00
	AMERICAN PAYMENT CENTERS	drop box rental	WATER	CUSTOMER ACCOUNTS
drop box rental		WASTE WATER FUND	CUSTOMER ACCOUNTS	19.50
drop box rental		ENVIRON SERVICES F	CUSTOMER ACCOUNTS	19.50
drop box rental		ELECTRIC FUND	CUSTOMER ACCOUNTS	<u>19.50</u>
			TOTAL:	78.00
AMERICAN RED CROSS	babysitting class	GENERAL FUND	RECREATION/LEISURE SER	<u>120.00</u>
			TOTAL:	120.00
ARBOR DAY FOUNDATION	annual membership 2013	ENVIRON SERVICES F	ADMIN AND GENERAL	<u>10.00</u>
			TOTAL:	10.00
DAVE ARPIN	gun safe for duty weapon	GENERAL FUND	POLICE	<u>102.54</u>
			TOTAL:	102.54
ARROW ACE HARDWARE INC	cleaner,adapters,fuse	GENERAL FUND	STREETS	12.63
	mailbox 803 churchill ct	GENERAL FUND	STREETS	24.97

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	picnic tables,paint	GENERAL FUND	PARKS	59.72
	cleaner,adapters,fuse	GENERAL FUND	PARKS	12.63
	bait,bleach,nipple,cement	WATER	PURIFICATION AND TREAT	66.14
	cleaner,adapters,fuse	WATER	DISTRIBUTION AND STORA	6.32
	cleaner,adapters,fuse	WASTE WATER FUND	SOURCE/TREATMENT	6.32
	blow repair,caster	WASTE WATER FUND	SOURCE/TREATMENT	26.11
	screen,vinyl tube	WASTE WATER FUND	SOURCE/TREATMENT	9.29
	cleaner,adapters,fuse	ENVIRON SERVICES F	REFUSE DISPOSAL	6.32
	paint,rollers	ELECTRIC FUND	POWER DISTRIBUTION	15.47
	cleaner,adapters,fuse	ELECTRIC FUND	POWER DISTRIBUTION	12.63
	compressor	STORMWATER FUND	CAPITAL-GENERAL PLANT	369.79
	cleaner,adapters,fuse	STORMWATER FUND	TREATMENT	6.32
	anchor	STORMWATER FUND	TREATMENT	2.33
			TOTAL:	636.99
BATTERIES PLUS	video battery	COMMUNITY CENTER	COMMUNITY CENTER	57.69
			TOTAL:	57.69
BLUE EARTH ENVIRONMENTAL CO INC	asbestos testing 2 layers	ELECTRIC FUND	POWER DISTRIBUTION	35.00
			TOTAL:	35.00
BOBCAT OF MANKATO	gaskets & washers #908	GENERAL FUND	PARKS	47.22
	filters #908 & 210	GENERAL FUND	PARKS	187.48
	belts #908	GENERAL FUND	PARKS	75.95
	tank #908	GENERAL FUND	PARKS	135.88
			TOTAL:	446.53
BOLTON & MENK INC	dept head mtgs	GENERAL FUND	STREETS	45.94
	msa balance sheet, mileage	GENERAL FUND	STREETS	472.50
	thrul/18 staff mtgs, msa a	GENERAL FUND	STREETS	45.94
	msa annual,cims fund inves	GENERAL FUND	STREETS	393.75
	davis st sidewlk,stnd apro	GENERAL FUND	STREETS	1,932.50
	sidewalk/curb,revise pay e	GENERAL FUND	STREETS	310.00
	dept head mtgs	GENERAL FUND	PARKS	36.75
	thrul/18 staff mtgs, msa a	GENERAL FUND	PARKS	36.75
	trl,sidewalk,transp master	GENERAL FUND	PARKS	187.50
	wash link 12/8/12-1/18/13	PERM IMPROVMENT RE	STREETS	70,659.00
	n end 169 options 12/8/12-	PERM IMPROVMENT RE	STREETS	2,380.00
	old mn/st julien12/8/12-1/	PERM IMPROVMENT RE	STREETS	10,220.00
	dept head mtgs	WATER	ADMIN AND GENERAL	18.38
	thrul/18 staff mtgs, msa a	WATER	ADMIN AND GENERAL	18.38
	dept head mtgs	WASTE WATER FUND	ADMIN AND GENERAL	18.38
	thrul/18 staff mtgs, msa a	WASTE WATER FUND	ADMIN AND GENERAL	18.38
	dept head mtgs	ENVIRON SERVICES F	ADMIN AND GENERAL	18.36
	compost site revise,chk pe	ENVIRON SERVICES F	ADMIN AND GENERAL	262.50
	thrul/18 staff mtgs, msa a	ENVIRON SERVICES F	ADMIN AND GENERAL	18.36
	dept head mtgs	ELECTRIC FUND	ADMIN AND GENERAL	45.94
	thrul/18 staff mtgs, msa a	ELECTRIC FUND	ADMIN AND GENERAL	45.94
	hallets pond plat mod	STORMWATER FUND	COLLECTIONS/LIFT STATI	592.50
	storm park row,shopko coor	STORMWATER FUND	COLLECTIONS/LIFT STATI	250.00
			TOTAL:	88,027.75
C & S SUPPLY CO INC	chop saw, hooks, oil,rope	GENERAL FUND	STREETS	1,935.61
	chain	WASTE WATER FUND	SOURCE/TREATMENT	75.39
	clothing allowance jeff f	WASTE WATER FUND	ADMIN AND GENERAL	68.97
	kit, nut, line, plug	ELECTRIC FUND	POWER DISTRIBUTION	29.82

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
			TOTAL:	2,109.79
CINTAS FIRST AID & SAFETY	eyewash sol,first aid supp	GENERAL FUND	STREETS	29.64
	1st aid supplies	GENERAL FUND	RECREATION/LEISURE SER	10.59
	1st aid supplies, kwik col	GENERAL FUND	RECREATION/LEISURE SER	30.10
	eyewash sol,first aid supp	GENERAL FUND	PARKS	23.71
	1st aid supplies	COMMUNITY CENTER	COMMUNITY CENTER	10.60
	1st aid supplies, kwik col	COMMUNITY CENTER	COMMUNITY CENTER	30.10
	eyewash sol,first aid supp	WATER	ADMIN AND GENERAL	11.86
	eyewash sol,first aid supp	WASTE WATER FUND	ADMIN AND GENERAL	11.86
	eyewash sol,first aid supp	ENVIRON SERVICES F	ADMIN AND GENERAL	11.85
	eyewash sol,first aid supp	ELECTRIC FUND	ADMIN AND GENERAL	29.64
			TOTAL:	199.95
CITY OF MINNEAPOLIS	aps annual qo user fee	GENERAL FUND	POLICE	204.00
			TOTAL:	204.00
COLE PAPERS INC	armorall wipes	GENERAL FUND	STREETS	31.11
	roll/box towel,tt,fl clnr,	GENERAL FUND	STREETS	118.94
	garbage bags	GENERAL FUND	STREETS	38.50
	armorall wipes	GENERAL FUND	PARKS	31.11
	roll/box towel,tt,fl clnr,	GENERAL FUND	PARKS	118.94
	garbage bags	GENERAL FUND	PARKS	38.50
	aeroblu foam,micro cloth	LIBRARY FUND	LIBRARY	205.83
	cleaning supplies	LIBRARY FUND	LIBRARY	291.76
	aeroblu foam,micro cloth	COMMUNITY CENTER	COMMUNITY CENTER	823.35
	cleaning supplies	COMMUNITY CENTER	COMMUNITY CENTER	1,167.06
	armorall wipes	WATER	DISTRIBUTION AND STORA	15.55
	roll/box towel,tt,fl clnr,	WATER	DISTRIBUTION AND STORA	59.46
	garbage bags	WATER	DISTRIBUTION AND STORA	19.25
	armorall wipes	WASTE WATER FUND	SOURCE/TREATMENT	15.57
	roll/box towel,tt,fl clnr,	WASTE WATER FUND	SOURCE/TREATMENT	59.54
	garbage bags	WASTE WATER FUND	SOURCE/TREATMENT	19.27
	armorall wipes	ENVIRON SERVICES F	REFUSE DISPOSAL	15.55
	roll/box towel,tt,fl clnr,	ENVIRON SERVICES F	REFUSE DISPOSAL	59.46
	garbage bags	ENVIRON SERVICES F	REFUSE DISPOSAL	19.25
	armorall wipes	ELECTRIC FUND	POWER DISTRIBUTION	31.11
	roll/box towel,tt,fl clnr,	ELECTRIC FUND	POWER DISTRIBUTION	118.93
	garbage bags	ELECTRIC FUND	POWER DISTRIBUTION	38.50
	armorall wipes	STORMWATER FUND	TREATMENT	15.57
	roll/box towel,tt,fl clnr,	STORMWATER FUND	TREATMENT	59.52
	garbage bags	STORMWATER FUND	TREATMENT	19.28
			TOTAL:	3,430.91
COMPUTER TECHNOLOGY SOLUTIONS, INC.	sunday calls firewall down	GENERAL FUND	CITY ADMINISTRATION	12.00
	sunday calls firewall down	GENERAL FUND	CITY CLERK	12.00
	sunday calls firewall down	GENERAL FUND	FINANCE	9.00
	sunday calls firewall down	GENERAL FUND	POLICE	6.75
	sunday calls firewall down	GENERAL FUND	BUILDING INSPECTOR	3.00
	sunday calls firewall down	GENERAL FUND	PUBLIC WORKS ADMIN	3.00
	sunday calls firewall down	GENERAL FUND	ECONOMIC DEVMT	3.00
	sunday calls firewall down	LIBRARY FUND	LIBRARY	1.50
	sunday calls firewall down	COMMUNITY CENTER	COMMUNITY CENTER	3.00
	sunday calls firewall down	WATER	ADMIN AND GENERAL	4.50
	fiber patchcard scada bios	WASTE WATER FUND	BIOSOLIDS	37.41
	sunday calls firewall down	WASTE WATER FUND	ADMIN AND GENERAL	5.25

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	sunday calls firewall down	ENVIRON SERVICES F	ADMIN AND GENERAL	1.50
	sunday calls firewall down	ELECTRIC FUND	ADMIN AND GENERAL	4.50
	sunday calls firewall down	STORMWATER FUND	ADMINISTRATION AND GEN	3.00
	sunday calls firewall down	HEARTLAND TRANSIT	TRANSIT/TRANSPORTATION	3.00
			TOTAL:	112.41
COPIER BUSINESS SOLUTIONS	contract overage	GENERAL FUND	RECREATION/LEISURE SER	54.60
	contract overage	COMMUNITY CENTER	COMMUNITY CENTER	54.61
			TOTAL:	109.21
CREDIT RIVER TOOLS	jumpstarter for vehicles	GENERAL FUND	STREETS	54.07
	mech bay adjustable creepe	GENERAL FUND	STREETS	35.36
	jumpstarter for vehicles	GENERAL FUND	PARKS	54.07
	mech bay adjustable creepe	GENERAL FUND	PARKS	35.36
	jumpstarter for vehicles	WATER	DISTRIBUTION AND STORA	27.03
	mech bay adjustable creepe	WATER	DISTRIBUTION AND STORA	17.68
	jumpstarter for vehicles	WASTE WATER FUND	SOURCE/TREATMENT	27.07
	mech bay adjustable creepe	WASTE WATER FUND	SOURCE/TREATMENT	17.70
	jumpstarter for vehicles	ENVIRON SERVICES F	REFUSE DISPOSAL	27.03
	mech bay adjustable creepe	ENVIRON SERVICES F	REFUSE DISPOSAL	17.68
	jumpstarter for vehicles	ELECTRIC FUND	POWER DISTRIBUTION	54.07
	mech bay adjustable creepe	ELECTRIC FUND	POWER DISTRIBUTION	35.36
	jumpstarter for vehicles	STORMWATER FUND	TREATMENT	27.05
	mech bay adjustable creepe	STORMWATER FUND	TREATMENT	17.69
			TOTAL:	447.22
CUSTOM FIRE APPARATUS, INC.	flow controller	GENERAL FUND	FIRE	66.76
			TOTAL:	66.76
DGR ENGINEERING	substation improvements	ELECTRIC FUND	CAPITAL-DISTRIBUTION S	734.50
	broadway generation plant	ELECTRIC FUND	CAPITAL-DISTRIBUTION S	2,332.20
	spcc plan update	ELECTRIC FUND	POWER DISTRIBUTION	840.00
	map updates	ELECTRIC FUND	POWER DISTRIBUTION	1,911.00
			TOTAL:	5,817.70
ENGINEERING AMERICA, INC	limeaway	WASTE WATER FUND	SOURCE/TREATMENT	292.73
			TOTAL:	292.73
FASTENAL COMPANY	safety glasses clear & smo	GENERAL FUND	STREETS	53.88
	glove liners	GENERAL FUND	STREETS	11.31
	fixed base for routers	GENERAL FUND	STREETS	19.31
	safety glasses clear & smo	GENERAL FUND	PARKS	43.10
	glove liners	GENERAL FUND	PARKS	11.31
	fixed base for routers	GENERAL FUND	PARKS	19.31
	impact wrench hog ring	GENERAL FUND	PARKS	1.92
	6" cable ties	GENERAL FUND	PARKS	3.33
	pvc nipples,pvc replcmt en	WATER	PURIFICATION AND TREAT	69.24
	glove liners	WATER	DISTRIBUTION AND STORA	5.65
	fixed base for routers	WATER	DISTRIBUTION AND STORA	9.66
	safety glasses clear & smo	WATER	ADMIN AND GENERAL	21.55
	glove liners	WASTE WATER FUND	SOURCE/TREATMENT	5.66
	fixed base for routers	WASTE WATER FUND	SOURCE/TREATMENT	9.67
	brass hex nipple	WASTE WATER FUND	SOURCE/TREATMENT	8.74
	safety glasses clear & smo	WASTE WATER FUND	ADMIN AND GENERAL	21.55
	glove liners	ENVIRON SERVICES F	REFUSE DISPOSAL	5.65
	fixed base for routers	ENVIRON SERVICES F	REFUSE DISPOSAL	9.66

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	safety glasses clear & smo	ENVIRON SERVICES F	ADMIN AND GENERAL	21.54
	glove liners	ELECTRIC FUND	POWER DISTRIBUTION	11.31
	fixed base for routers	ELECTRIC FUND	POWER DISTRIBUTION	19.31
	pipe clamps	ELECTRIC FUND	POWER DISTRIBUTION	1.36
	safety glasses clear & smo	ELECTRIC FUND	ADMIN AND GENERAL	53.88
	glove liners	STORMWATER FUND	TREATMENT	5.65
	fixed base for routers	STORMWATER FUND	TREATMENT	9.67
			TOTAL:	453.22
FLEETPRIDE	#38 super duty amber strob	GENERAL FUND	STREETS	164.26
			TOTAL:	164.26
GENESIS	february diesel	GENERAL FUND	FIRE	345.37
	february diesel	GENERAL FUND	STREETS	6,229.65
	february diesel	GENERAL FUND	PARKS	488.88
	february diesel	WATER	DISTRIBUTION AND STORA	31.15
	february diesel	WASTE WATER FUND	COLLECTOR/LIFT STAT	188.06
	february diesel	ELECTRIC FUND	POWER DISTRIBUTION	639.09
	february diesel	STORMWATER FUND	TREATMENT	112.36
	february diesel	HEARTLAND TRANSIT	TRANSIT/TRANSPORTATION	968.30
			TOTAL:	9,002.86
GUSTAVUS ADOLPHUS COLLEGE-DINING	all staff training meals	GENERAL FUND	CITY ADMINISTRATION	935.73
			TOTAL:	935.73
HAWKINS CHEMICAL	caustic soda & sodium meta	WATER	PURIFICATION AND TREAT	4,644.50
	ferric chloride	WASTE WATER FUND	SOURCE/TREATMENT	5,122.34
			TOTAL:	9,766.84
HILLYARD/HUTCHINSON	vac bags	GENERAL FUND	MUNICIPAL BUILDING	69.86
			TOTAL:	69.86
HOLIDAY COMMERCIAL	feb fuel	GENERAL FUND	POLICE	293.76
	feb fuel	GENERAL FUND	BUILDING INSPECTOR	149.06
	feb fuel	GENERAL FUND	STREETS	178.60
	feb fuel	GENERAL FUND	PARKS	333.71
	feb fuel	COMMUNITY CENTER	COMMUNITY CENTER	88.43
	feb fuel	WATER	SOURCE OF SUPPLY	39.43
	feb fuel	WATER	PURIFICATION AND TREAT	59.15
	feb fuel	WATER	DISTRIBUTION AND STORA	295.72
	feb fuel	WATER	CUSTOMER ACCOUNTS	61.54
	feb fuel	WASTE WATER FUND	COLLECTOR/LIFT STAT	149.90
	feb fuel	WASTE WATER FUND	CUSTOMER ACCOUNTS	61.54
	feb fuel	ENVIRON SERVICES F	REFUSE DISPOSAL	222.07
	feb fuel	ELECTRIC FUND	POWER DISTRIBUTION	275.46
	feb fuel	ELECTRIC FUND	CUSTOMER ACCOUNTS	61.55
	feb fuel	STORMWATER FUND	TREATMENT	194.66
			TOTAL:	2,464.58
IMPACT	printing	WATER	CUSTOMER ACCOUNTS	143.79
	postage	WATER	CUSTOMER ACCOUNTS	341.03
	printing	WASTE WATER FUND	CUSTOMER ACCOUNTS	143.79
	postage	WASTE WATER FUND	CUSTOMER ACCOUNTS	341.03
	printing	ENVIRON SERVICES F	CUSTOMER ACCOUNTS	143.79
	postage	ENVIRON SERVICES F	CUSTOMER ACCOUNTS	341.01
	printing	ELECTRIC FUND	CUSTOMER ACCOUNTS	143.78

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	postage	ELECTRIC FUND	CUSTOMER ACCOUNTS	341.03
	flyer	ELECTRIC FUND	CUSTOMER ACCOUNTS	<u>119.52</u>
			TOTAL:	2,058.77
INGRAM BOOK COMPANY	non-fiction	LIBRARY FUND	LIBRARY	470.30
	new adult materials	LIBRARY FUND	LIBRARY	<u>637.26</u>
			TOTAL:	1,107.56
JAVENS MECHANICAL CONTRACTING CO.	waterfill stn annual rpz t	GENERAL FUND	STREETS	23.75
	waterfill stn annual rpz t	GENERAL FUND	PARKS	19.00
	waterfill stn annual rpz t	WATER	ADMIN AND GENERAL	9.50
	waterfill stn annual rpz t	WASTE WATER FUND	ADMIN AND GENERAL	9.50
	waterfill stn annual rpz t	ENVIRON SERVICES F	ADMIN AND GENERAL	9.50
	waterfill stn annual rpz t	ELECTRIC FUND	ADMIN AND GENERAL	<u>23.75</u>
			TOTAL:	95.00
KENDELL DOORS & HARDWARE, INC.	replacement door closures	COMMUNITY CENTER	COMMUNITY CENTER	1,473.11
	door parts	COMMUNITY CENTER	COMMUNITY CENTER	<u>610.00</u>
			TOTAL:	2,083.11
KIND VETERINARY CLINIC PA	jan vet svcs	GENERAL FUND	COMMUNITY SERVICE	<u>652.07</u>
			TOTAL:	652.07
DAN KNIGHT	clothing allowance	ENVIRON SERVICES F	ADMIN AND GENERAL	54.99
	clothing allowance	ENVIRON SERVICES F	ADMIN AND GENERAL	<u>59.99</u>
			TOTAL:	114.98
KWIK TRIP INC	feb fuel	GENERAL FUND	POLICE	2,142.34
	feb fuel	GENERAL FUND	PARKS	153.12
	feb fuel	WATER	ADMIN AND GENERAL	28.06
	car wash	WATER	CUSTOMER ACCOUNTS	2.17
	feb fuel	WASTE WATER FUND	COLLECTOR/LIFT STAT	64.54
	feb fuel	WASTE WATER FUND	ADMIN AND GENERAL	28.06
	car wash	WASTE WATER FUND	CUSTOMER ACCOUNTS	2.17
	car wash	ELECTRIC FUND	CUSTOMER ACCOUNTS	2.17
	feb fuel	HEARTLAND TRANSIT	TRANSIT/TRANSPORTATION	<u>3,197.64</u>
			TOTAL:	5,620.27
LEAGUE OF MINNESOTA CITIES	patrol subscription	GENERAL FUND	POLICE	<u>1,275.00</u>
			TOTAL:	1,275.00
MACQUEEN EQUIPMENT INC	pelican conf matt,josh,dav	GENERAL FUND	STREETS	<u>225.00</u>
			TOTAL:	225.00
MALLOY MONTAGUE KARNOWSKI RADOSEVICH	audit billing	GENERAL FUND	FINANCE	1,250.00
	audit billing	WATER	ADMIN AND GENERAL	312.50
	audit billing	WASTE WATER FUND	ADMIN AND GENERAL	312.50
	audit billing	ENVIRON SERVICES F	ADMIN AND GENERAL	312.50
	audit billing	ELECTRIC FUND	ADMIN AND GENERAL	<u>312.50</u>
			TOTAL:	2,500.00
MARCO, INC.	1/23 to 2/22 contract	GENERAL FUND	CITY ADMINISTRATION	21.81
	1/23 to 2/22 contract	GENERAL FUND	CITY CLERK	21.81
	1/23 to 2/22 contract	GENERAL FUND	FINANCE	14.54
	1/23 to 2/22 contract	GENERAL FUND	POLICE	11.63
	1/23 to 2/22 contract	GENERAL FUND	BUILDING INSPECTOR	5.82

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	1/23 to 2/22 contract	GENERAL FUND	PUBLIC WORKS ADMIN	2.91
	1/23 to 2/22 contract	GENERAL FUND	ECONOMIC DEVTM	1.45
	1/23 to 2/22 contract	WATER	ADMIN AND GENERAL	13.08
	1/23 to 2/22 contract	WASTE WATER FUND	ADMIN AND GENERAL	13.08
	1/23 to 2/22 contract	ELECTRIC FUND	ADMIN AND GENERAL	39.25
			TOTAL:	145.38
MATHESON TRI-GAS INC	grinding disc	GENERAL FUND	STREETS	114.89
	welding curtain w/frame	GENERAL FUND	STREETS	28.89
	welding curtain w/frame	GENERAL FUND	PARKS	28.89
	welding curtain w/frame	WATER	DISTRIBUTION AND STORA	14.44
	welding curtain w/frame	WASTE WATER FUND	SOURCE/TREATMENT	14.46
	welding curtain w/frame	ENVIRON SERVICES F	REFUSE DISPOSAL	14.44
	welding curtain w/frame	ELECTRIC FUND	POWER DISTRIBUTION	28.89
	welding curtain w/frame	STORMWATER FUND	TREATMENT	14.46
			TOTAL:	259.36
METRO JANITORIAL SUPPLY INC.	cleaning supplies	COMMUNITY CENTER	COMMUNITY CENTER	574.85
			TOTAL:	574.85
TODD MEYER	driver's license renewal	GENERAL FUND	PARKS	42.25
			TOTAL:	42.25
MIDWEST FIRE EQUIPMENT & REPAIR COMPAN	gasket set,lock,shipping	GENERAL FUND	FIRE	94.33
			TOTAL:	94.33
MISC VENDOR	GREENWALD'S GREENHOUSE	quiram funeral plant	FINANCE	40.00
	HOFFMAN, ED	radio trng/afg 800 mghz gr	FIRE	468.82
	RLS CONSTRUCTION SUPPL	asphalt&concrete cutting b	STREETS	379.99
	SAFETY & SECURITY CONS	confined space rescue inst	FIRE	1,400.00
			TOTAL:	2,288.81
MN AMERICAN WATER WORKS ASSOC.	awwa conf 4/11 amy	WASTE WATER FUND	ADMIN AND GENERAL	35.00
	awwa conf 4/11 jacob,jeff	STORMWATER FUND	ADMINISTRATION AND GEN	70.00
			TOTAL:	105.00
MN MUNICIPAL UTILITIES ASSOCIATION	2013 annual random drug po	GENERAL FUND	STREETS	310.00
	2013 annual random drug po	GENERAL FUND	PARKS	248.00
	pre-emp curtis	WATER	ADMIN AND GENERAL	35.50
	2013 annual random drug po	WATER	ADMIN AND GENERAL	124.00
	2013 annual random drug po	WASTE WATER FUND	ADMIN AND GENERAL	124.00
	2013 annual random drug po	ENVIRON SERVICES F	ADMIN AND GENERAL	124.00
	post acc. brian	ELECTRIC FUND	ADMIN AND GENERAL	35.50
	2013 annual random drug po	ELECTRIC FUND	ADMIN AND GENERAL	310.00
	2013 drug & alcohol testin	HEARTLAND TRANSIT	TRANSIT/TRANSPORTATION	310.00
			TOTAL:	1,621.00
MN POLLUTION CONTROL AGENCY	biosolids conf jeff f	WASTE WATER FUND	ADMIN AND GENERAL	300.00
			TOTAL:	300.00
MN RURAL WATER ASSOCIATION	2013 membership	WATER	ADMIN AND GENERAL	225.00
			TOTAL:	225.00
MN SOCIETY OF ARBORICULTURE	2013 msa renewal dan k	ENVIRON SERVICES F	ADMIN AND GENERAL	40.00
	msa 2013 raoul b renewal	ENVIRON SERVICES F	ADMIN AND GENERAL	40.00
			TOTAL:	80.00

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
MORTON SALT, INC.	2/12/13 road salt	GENERAL FUND	STREETS	4,073.98
			TOTAL:	4,073.98
PETE MOULTON	3rd qtr lions dues	WATER	ADMIN AND GENERAL	80.00
			TOTAL:	80.00
MVTL LABORATORIES INC	sludge analysis	WASTE WATER FUND	BIOSOLIDS	579.00
	nitrogen, ammonia hwe testi	WASTE WATER FUND	SOURCE/TREATMENT	43.80
	priority pollutants testin	WASTE WATER FUND	SOURCE/TREATMENT	996.00
	salty discharge hwe	WASTE WATER FUND	SOURCE/TREATMENT	144.00
	salty discharge	WASTE WATER FUND	SOURCE/TREATMENT	159.00
			TOTAL:	1,921.80
NORTH CENTRAL INTERNATIONAL	filters	GENERAL FUND	NON-DEPARTMENTAL	40.61
	fiilters	GENERAL FUND	NON-DEPARTMENTAL	17.16
	air filter	GENERAL FUND	NON-DEPARTMENTAL	6.82
			TOTAL:	64.59
NUTTER CLOTHING CO	clothing allowance matt u	GENERAL FUND	STREETS	115.60
	patches	RESTRICTED CONTRIB	FIRE	60.00
			TOTAL:	175.60
OFFICEMAX	battery	GENERAL FUND	POLICE	42.75
	speakers	ELECTRIC FUND	POWER PRODUCTION	21.36
			TOTAL:	64.11
OUTDOOR NEWS	2013 renewal	LIBRARY FUND	LIBRARY	36.00
			TOTAL:	36.00
PAAPE COMPANIES, INC.	repair damper	COMMUNITY CENTER	COMMUNITY CENTER	267.00
			TOTAL:	267.00
PARKVIEW MANOR	doerr relocation deposits	GENERAL FUND	MISCELLANEOUS-UNALLOCA	525.00
			TOTAL:	525.00
PET EXPO DIST.	routine aquarium maintenanc	LIBRARY FUND	LIBRARY	70.00
			TOTAL:	70.00
POSTER COMPLIANCE CENTER	compliance protection plan	GENERAL FUND	CITY ADMINISTRATION	11.50
	compliance protection plan	GENERAL FUND	CITY CLERK	11.50
	compliance protection plan	GENERAL FUND	FINANCE	11.50
	compliance protection plan	GENERAL FUND	POLICE	11.50
	compliance protection plan	GENERAL FUND	BUILDING INSPECTOR	11.50
	compliance protection plan	GENERAL FUND	PUBLIC WORKS ADMIN	13.80
	compliance protection plan	GENERAL FUND	STREETS	13.80
	compliance protection plan	GENERAL FUND	RECREATION/LEISURE SER	34.50
	compliance protection plan	GENERAL FUND	PARKS	13.80
	compliance protection plan	GENERAL FUND	ECONOMIC DEVMT	11.50
	compliance protection plan	COMMUNITY CENTER	COMMUNITY CENTER	34.50
	compliance protection plan	WATER	ADMIN AND GENERAL	69.00
	compliance protection plan	WASTE WATER FUND	ADMIN AND GENERAL	69.00
	compliance protection plan	ENVIRON SERVICES F	ADMIN AND GENERAL	13.80
	compliance protection plan	ELECTRIC FUND	ADMIN AND GENERAL	13.80
			TOTAL:	345.00
RECREATION SUPPLY COMPANY	pool vac housing & brush 2	GENERAL FUND	SWIMMING POOL	667.39

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	dolphin timing tracks -yel	GENERAL FUND	SWIMMING POOL	60.02
	wading pool vacuum	GENERAL FUND	SWIMMING POOL	<u>30.38</u>
			TOTAL:	757.79
RIVIERA FINANCE	4 wireless headsets	GENERAL FUND	POLICE	1,462.43
	1 wireless headset	GENERAL FUND	BUILDING INSPECTOR	365.60
	2 wireless headsets	GENERAL FUND	RECREATION/LEISURE SER	<u>731.20</u>
			TOTAL:	2,559.23
ROYAL TIRE, INC	#309 tires	ENVIRON SERVICES F	REFUSE DISPOSAL	<u>581.84</u>
			TOTAL:	581.84
KEITH RUFFING	instruction afg 800 mghz g	GENERAL FUND	FIRE	<u>100.31</u>
			TOTAL:	100.31
RYAN ELECTRIC OF ST PETER	ballasts	GENERAL FUND	STREETS	49.16
	blown fuse bathrm heater	GENERAL FUND	PARKS	84.29
	ballasts	GENERAL FUND	PARKS	39.33
	overhead door service	COMMUNITY CENTER	COMMUNITY CENTER	70.00
	replace ballasts	COMMUNITY CENTER	COMMUNITY CENTER	306.08
	ballasts	WATER	ADMIN AND GENERAL	19.66
	ballasts	WASTE WATER FUND	ADMIN AND GENERAL	19.66
	ballasts	ENVIRON SERVICES F	ADMIN AND GENERAL	19.67
	ballasts	ELECTRIC FUND	ADMIN AND GENERAL	<u>49.16</u>
			TOTAL:	657.01
SIRCHIE FINGER PRINT LAB	impression kit	GENERAL FUND	POLICE	<u>134.20</u>
			TOTAL:	134.20
SOUTH CENTRAL REGIONAL FIRE DEPT. ASSN	2013 dues	GENERAL FUND	FIRE	<u>50.00</u>
			TOTAL:	50.00
SOUTHERN MN MUNICIPAL POWER AGENCY	jan smmpa purchased power	ELECTRIC FUND	POWER SUPPLY	<u>593,566.26</u>
			TOTAL:	593,566.26
SPRINT SOLUTIONS, INC.	cell phone svc 1/15-2/14	GENERAL FUND	POLICE	279.93
	cell phone svc 1/23-2/22	GENERAL FUND	POLICE	452.08
	cell phone svc 1/15-2/14	GENERAL FUND	FIRE	17.55
	on call phones 1/15-2/14	WATER	ADMIN AND GENERAL	25.85
	on call phones 1/15-2/14	WASTE WATER FUND	ADMIN AND GENERAL	28.84
	on call phones 1/15-2/14	ELECTRIC FUND	ADMIN AND GENERAL	<u>25.85</u>
			TOTAL:	830.10
ST PETER RENTAL CENTER	primer caps,air filters	STORMWATER FUND	TREATMENT	<u>70.27</u>
			TOTAL:	70.27
STI	2013 vendprint annual lice	LIBRARY FUND	LIBRARY	<u>702.00</u>
			TOTAL:	702.00
STREICHER'S	clothing allowance	GENERAL FUND	POLICE	209.97
	custom cutouts	GENERAL FUND	POLICE	53.42
	hat	GENERAL FUND	POLICE	<u>36.99</u>
			TOTAL:	300.38
TIGERDIRECT.COM	ups for water	WATER	ADMIN AND GENERAL	112.12
	ups for waste water	WASTE WATER FUND	ADMIN AND GENERAL	112.12

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	monitor	WASTE WATER FUND	ADMIN AND GENERAL	139.02
			TOTAL:	363.26
TROJAN TECHNOLOGIES	controller panel	WASTE WATER FUND	CAPITAL-TREATMENT SYST	23,931.24
	service visit	WASTE WATER FUND	CAPITAL-TREATMENT SYST	7,150.00
			TOTAL:	31,081.24
UNIVERSITY OF MINNESOTA	work zone conf josh,matt	GENERAL FUND	STREETS	100.00
	seal-coat conf mike m,dave	GENERAL FUND	STREETS	100.00
			TOTAL:	200.00
US AUTO FORCE	tires	GENERAL FUND	POLICE	998.64
			TOTAL:	998.64
USA BLUE BOOK	elbows,nipples,ball valves	WATER	PURIFICATION AND TREAT	198.04
			TOTAL:	198.04
VESSCO, INC	o-rings,grab rings, fittin	WASTE WATER FUND	BIOSOLIDS	74.39
			TOTAL:	74.39
VISA	misc reimburse	GENERAL FUND	NON-DEPARTMENTAL	26.71
	ssl cert	GENERAL FUND	CITY ADMINISTRATION	59.85
	meals water plant,reunion	GENERAL FUND	CITY ADMINISTRATION	25.40
	graphics software	GENERAL FUND	CITY ADMINISTRATION	74.95
	ssl cert	GENERAL FUND	CITY CLERK	59.85
	ssl cert	GENERAL FUND	FINANCE	39.90
	ssl cert	GENERAL FUND	POLICE	31.92
	meals officers mtg	GENERAL FUND	POLICE	110.78
	ssl cert	GENERAL FUND	BUILDING INSPECTOR	15.96
	continuing ed hotel	GENERAL FUND	BUILDING INSPECTOR	267.60
	ssl cert	GENERAL FUND	PUBLIC WORKS ADMIN	7.98
	coffee maker	GENERAL FUND	SENIOR COORDINATOR	18.65
	display board	GENERAL FUND	RECREATION/LEISURE SER	151.89
	supplies	GENERAL FUND	RECREATION/LEISURE SER	26.40
	warming house supp	GENERAL FUND	SKATING RINKS	13.28
	ssl cert	GENERAL FUND	ECONOMIC DEVMT	3.99
	postage	GENERAL FUND	ECONOMIC DEVMT	31.50
	meal dev corp mtg	GENERAL FUND	ECONOMIC DEVMT	13.22
	kids playzone materials	LIBRARY FUND	LIBRARY	99.54
	cables	PUBLIC ACCESS	PUBLIC ACCESS	18.61
	coffee maker	COMMUNITY CENTER	COMMUNITY CENTER	39.04
	coffee maker	COMMUNITY CENTER	COMMUNITY CENTER	18.64
	air filters	WATER	PURIFICATION AND TREAT	44.00
	ssl cert	WATER	ADMIN AND GENERAL	35.91
	monitor	WATER	ADMIN AND GENERAL	106.88
	ssl cert	WASTE WATER FUND	ADMIN AND GENERAL	35.91
	monitor	WASTE WATER FUND	ADMIN AND GENERAL	106.86
	forest pest course	ENVIRON SERVICES F	ADMIN AND GENERAL	60.00
	ssl cert	ELECTRIC FUND	ADMIN AND GENERAL	107.73
	monitor	ELECTRIC FUND	ADMIN AND GENERAL	106.86
	appa reg carlin,kvamme,eic	ELECTRIC FUND	ADMIN AND GENERAL	735.00
	monitor	STORMWATER FUND	ADMINISTRATION AND GEN	106.86
	grading & base meals	STORMWATER FUND	ADMINISTRATION AND GEN	49.18
	fabric	RESTRICTED CONTRIB	RECREATION/LEISURE SER	26.40
			TOTAL:	2,677.25

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
VON ESSEN TOWING	towing	GENERAL FUND	POLICE	50.00
	mount/bal,tire repair,tire	GENERAL FUND	POLICE	104.50
	TOTAL:			154.50
VOSS LIGHTING	light bulbs	COMMUNITY CENTER	COMMUNITY CENTER	1,011.04
	TOTAL:			1,011.04
WESCO DISTRIBUTION INC	#625 100w trad head	ELECTRIC FUND	NON-DEPARTMENTAL	750.26
	#558 13t socket	ELECTRIC FUND	NON-DEPARTMENTAL	194.51
	#613 100w hps bulb	ELECTRIC FUND	NON-DEPARTMENTAL	234.70
	streetlight lens	ELECTRIC FUND	POWER DISTRIBUTION	628.43
	TOTAL:			1,807.90
WIGEN COMPANIES, INC.	service labor& misc parts	WATER	PURIFICATION AND TREAT	293.70
	gaskets	WATER	PURIFICATION AND TREAT	312.98
	TOTAL:			606.68
WILSON DEVELOPMENT SERVICES, LLC	2/18/13 acquisition & relo	PERM IMPROVMENT RE	STREETS	18,585.29
	TOTAL:			18,585.29
XCEL ENERGY	hwy 22 bridge lights	GENERAL FUND	STREETS	56.98
	TOTAL:			56.98
ZIEGLER INC	#48 repair parts	GENERAL FUND	STREETS	6,514.78
	racor sys generator filter	ELECTRIC FUND	POWER PRODUCTION	3,929.08
	#812 loader lower rod	ELECTRIC FUND	POWER DISTRIBUTION	28.26
	TOTAL:			10,472.12
SCOTT ZUHLSDORF	driver license renewal	GENERAL FUND	PARKS	42.25
	TOTAL:			42.25

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

101	GENERAL FUND	175,661.52
211	LIBRARY FUND	2,600.63
213	PUBLIC ACCESS	18.61
217	COMMUNITY CENTER	6,639.10
401	PERM IMPROVMENT REVOLVING	101,844.29
601	WATER	7,865.85
602	WASTE WATER FUND	41,047.98
603	ENVIRON SERVICES FUND	2,031.95
604	ELECTRIC FUND	609,677.75
606	STORMWATER FUND	1,996.16
610	HEARTLAND TRANSIT	4,533.44
820	RESTRICTED CONTRIBUTIONS	86.40

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 GRAND TOTAL: 954,003.68  
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*[Handwritten signatures]*  
 Jerry J. Jelfer  
 Paula O'Connell

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
A. H. HERMEL WHOLESAL	vending	COMMUNITY CENTER	COMMUNITY CENTER	311.68
			TOTAL:	311.68
A.M. LEONARD, INC.	hedge shear	ENVIRON SERVICES F	REFUSE DISPOSAL	39.98
			TOTAL:	39.98
AFFILIATED CREDIT SERVICES	february 2013 collections	ELECTRIC FUND	CUSTOMER ACCOUNTS	12.72
			TOTAL:	12.72
AFFORDABLE TOWING OF MANKATO, INC.	heavy duty tow #47	GENERAL FUND	STREETS	201.73
			TOTAL:	201.73
ALPHA WIRELESS COMMUNICATIONS CO	3/1-4/1 ltr radio maintena	GENERAL FUND	MUNICIPAL BUILDING	58.53
	afg 800mghz radio grant	GENERAL FUND	FIRE	130,098.93
	3/1-4/1 ltr radio maintena	GENERAL FUND	PUBLIC WORKS ADMIN	81.94
	3/1-4/1 ltr radio maintena	WATER	ADMIN AND GENERAL	56.08
	3/1-4/1 ltr radio maintena	WASTE WATER FUND	ADMIN AND GENERAL	50.72
	3/1-4/1 ltr radio maintena	ELECTRIC FUND	ADMIN AND GENERAL	50.73
			TOTAL:	130,396.93
AMAZON	ink cartridge	GENERAL FUND	POLICE	44.95
	speakers	GENERAL FUND	STREETS	2.31
	ink cartridge	GENERAL FUND	STREETS	37.68
	speakers	GENERAL FUND	PARKS	2.31
	ink cartridge	GENERAL FUND	PARKS	30.15
	children's materials	LIBRARY FUND	LIBRARY	830.41
	dvd's	PUBLIC ACCESS	PUBLIC ACCESS	24.84
	mini dv-cassettes	PUBLIC ACCESS	PUBLIC ACCESS	11.70
	tv, cable, tapes, switch	PUBLIC ACCESS	PUBLIC ACCESS	139.74
	speakers	WATER	DISTRIBUTION AND STORA	1.15
	ink cartridge	WATER	ADMIN AND GENERAL	15.07
	speakers	WASTE WATER FUND	SOURCE/TREATMENT	1.16
	ink cartridge	WASTE WATER FUND	ADMIN AND GENERAL	15.07
	speakers	ENVIRON SERVICES F	REFUSE DISPOSAL	1.15
	ink cartridge	ENVIRON SERVICES F	ADMIN AND GENERAL	15.08
	speakers	ELECTRIC FUND	POWER DISTRIBUTION	2.31
	ink cartridge	ELECTRIC FUND	ADMIN AND GENERAL	37.68
	speakers	STORMWATER FUND	TREATMENT	1.15
			TOTAL:	1,213.91
ARROW ACE HARDWARE INC	seal,ring.valve,ball,paint	GENERAL FUND	FIRE	93.37
	logbook cabinet-knob	GENERAL FUND	STREETS	2.05
	velcro, tape	GENERAL FUND	RECREATION/LEISURE SER	26.63
	wthrshdr spkln blk, dowl	GENERAL FUND	RECREATION/LEISURE SER	27.68
	logbook cabinet-knob	GENERAL FUND	PARKS	2.05
	rid ice	LIBRARY FUND	LIBRARY	88.69
	rid ice	COMMUNITY CENTER	COMMUNITY CENTER	88.68
	vac bag,battery, bolts	COMMUNITY CENTER	COMMUNITY CENTER	54.24
	mason jar	WATER	PURIFICATION AND TREAT	14.95
	logbook cabinet-knob	WATER	DISTRIBUTION AND STORA	1.03
	bolts, rod	WASTE WATER FUND	BIOSOLIDS	24.18
	logbook cabinet-knob	WASTE WATER FUND	SOURCE/TREATMENT	1.03
	valve	WASTE WATER FUND	SOURCE/TREATMENT	12.81
	logbook cabinet-knob	ENVIRON SERVICES F	REFUSE DISPOSAL	1.03
	spray paint	ENVIRON SERVICES F	REFUSE DISPOSAL	21.33
	paint sup,key blank,puller	ELECTRIC FUND	POWER DISTRIBUTION	61.91

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	logbook cabinet-knob	ELECTRIC FUND	POWER DISTRIBUTION	2.05
	logbook cabinet-knob	STORMWATER FUND	TREATMENT	1.03
	great stuff	HEARTLAND TRANSIT	TRANSIT/TRANSPORTATION	7.67
	clock battery bus #11	HEARTLAND TRANSIT	TRANSIT/TRANSPORTATION	6.40
			TOTAL:	538.81
ASHBROOK SIMON-HARTLEY	reversed spring	WASTE WATER FUND	BIOSOLIDS	215.39
			TOTAL:	215.39
AUDIO EDITIONS	adult audio books	LIBRARY FUND	LIBRARY	1,019.50
			TOTAL:	1,019.50
BOLTON & MENK INC	staff mtgs	GENERAL FUND	STREETS	85.31
	msa admin	GENERAL FUND	STREETS	498.75
	srts app,sidewalks,groc	GENERAL FUND	STREETS	4,739.00
	staff mtgs	GENERAL FUND	PARKS	68.25
	wash link 1/19-2/15	PERM IMPROVMENT RE	STREETS	63,942.00
	hwy169 intersection option	PERM IMPROVMENT RE	STREETS	3,575.00
	st julien roundabout	PERM IMPROVMENT RE	STREETS	3,820.00
	3rd st improv	WATER	CAPITAL-WATER DISTRIBU	516.67
	staff mtgs	WATER	ADMIN AND GENERAL	34.13
	3rd st improv	WASTE WATER FUND	CAPITAL-COLLECTOR SYST	516.67
	staff mtgs	WASTE WATER FUND	ADMIN AND GENERAL	34.13
	staff mtgs	ENVIRON SERVICES F	ADMIN AND GENERAL	34.12
	staff mtgs	ELECTRIC FUND	ADMIN AND GENERAL	85.31
	3rd st improv	STORMWATER FUND	CAPITAL-COLL SYS/LIFT	516.66
	hallets plat review	STORMWATER FUND	COLLECTIONS/LIFT STATI	312.50
			TOTAL:	78,778.50
CARQUEST AUTO PARTS STORES	headlamps for #103,107	GENERAL FUND	POLICE	23.47
	leak bars,detector,solvent	GENERAL FUND	STREETS	28.39
	hyd repair #607	GENERAL FUND	STREETS	40.53
	wipers	GENERAL FUND	STREETS	30.48
	leak bars,detector,solvent	GENERAL FUND	PARKS	28.39
	radiator cap	LIBRARY FUND	LIBRARY	2.71
	gloves	LIBRARY FUND	LIBRARY	51.27
	radiator cap	COMMUNITY CENTER	COMMUNITY CENTER	2.72
	gloves	COMMUNITY CENTER	COMMUNITY CENTER	51.27
	gear oil	WATER	PURIFICATION AND TREAT	297.29
	leak bars,detector,solvent	WATER	DISTRIBUTION AND STORA	14.19
	door hinges#22	WATER	DISTRIBUTION AND STORA	16.48
	grease,belts,drill set,cln	WASTE WATER FUND	SOURCE/TREATMENT	513.88
	leak bars,detector,solvent	WASTE WATER FUND	SOURCE/TREATMENT	14.21
	leak bars,detector,solvent	ENVIRON SERVICES F	REFUSE DISPOSAL	14.19
	bedliner kit, rust trtmnt	ELECTRIC FUND	POWER DISTRIBUTION	131.32
	leak bars,detector,solvent	ELECTRIC FUND	POWER DISTRIBUTION	28.39
	blogun,airchuck,plug,gauge	STORMWATER FUND	TREATMENT	171.33
	leak bars,detector,solvent	STORMWATER FUND	TREATMENT	14.20
			TOTAL:	1,474.71
CENTERPOINT ENERGY MINNEGASCO	gas feb '13	GENERAL FUND	FIRE	682.55
	gas feb '13	GENERAL FUND	STREETS	592.69
	gas feb '13	GENERAL FUND	SWIMMING POOL	19.24
	gas feb '13	GENERAL FUND	PARKS	474.15
	gas feb '13	LIBRARY FUND	LIBRARY	1,348.43
	gas feb '13	COMMUNITY CENTER	COMMUNITY CENTER	1,820.02

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	gas feb '13	WATER	PURIFICATION AND TREAT	1,862.67
	gas feb '13	WATER	PURIFICATION AND TREAT	408.99
	gas feb '13	WATER	ADMIN AND GENERAL	237.08
	gas feb '13	WASTE WATER FUND	COLLECTOR/LIFT STAT	12.82
	gas feb '13	WASTE WATER FUND	SOURCE/TREATMENT	9,464.57
	gas feb '13	WASTE WATER FUND	ADMIN AND GENERAL	237.08
	gas feb '13	ENVIRON SERVICES F	ADMIN AND GENERAL	237.08
	gas feb '13	ELECTRIC FUND	ADMIN AND GENERAL	592.69
			TOTAL:	17,990.06
CINTAS CORPORATION #754	feb uniforms	ELECTRIC FUND	ADMIN AND GENERAL	970.46
			TOTAL:	970.46
COLE PAPERS INC	towels,gloves,icemelt,aero	GENERAL FUND	CITY ADMINISTRATION	97.94
	bags didn't order	GENERAL FUND	CITY ADMINISTRATION	9.25-
	cups	GENERAL FUND	CITY ADMINISTRATION	22.89
	towels,gloves,icemelt,aero	GENERAL FUND	CITY CLERK	97.94
	bags didn't order	GENERAL FUND	CITY CLERK	9.25-
	cups	GENERAL FUND	CITY CLERK	22.89
	towels,gloves,icemelt,aero	GENERAL FUND	FINANCE	65.29
	bags didn't order	GENERAL FUND	FINANCE	6.17-
	cups	GENERAL FUND	FINANCE	15.26
	towels,gloves,icemelt,aero	GENERAL FUND	POLICE	52.24
	bags didn't order	GENERAL FUND	POLICE	4.94-
	cups	GENERAL FUND	POLICE	12.21
	towels,gloves,icemelt,aero	GENERAL FUND	BUILDING INSPECTOR	26.12
	bags didn't order	GENERAL FUND	BUILDING INSPECTOR	2.47-
	cups	GENERAL FUND	BUILDING INSPECTOR	6.10
	towels,gloves,icemelt,aero	GENERAL FUND	PUBLIC WORKS ADMIN	13.06
	bags didn't order	GENERAL FUND	PUBLIC WORKS ADMIN	1.23-
	cups	GENERAL FUND	PUBLIC WORKS ADMIN	3.05
	wipes, towels,clnr,urinal	GENERAL FUND	STREETS	58.39
	wipes, towels,clnr,urinal	GENERAL FUND	PARKS	58.39
	towels,gloves,icemelt,aero	GENERAL FUND	ECONOMIC DEVMT	6.53
	bags didn't order	GENERAL FUND	ECONOMIC DEVMT	0.62-
	cups	GENERAL FUND	ECONOMIC DEVMT	1.53
	tissue,clnr,bags	LIBRARY FUND	LIBRARY	156.21
	tissue,clnr,bags	COMMUNITY CENTER	COMMUNITY CENTER	624.86
	wipes, towels,clnr,urinal	WATER	DISTRIBUTION AND STORA	29.19
	towels,gloves,icemelt,aero	WATER	ADMIN AND GENERAL	58.76
	bags didn't order	WATER	ADMIN AND GENERAL	5.55-
	cups	WATER	ADMIN AND GENERAL	13.73
	wipes, towels,clnr,urinal	WASTE WATER FUND	SOURCE/TREATMENT	29.23
	towels,gloves,icemelt,aero	WASTE WATER FUND	ADMIN AND GENERAL	58.77
	bags didn't order	WASTE WATER FUND	ADMIN AND GENERAL	5.55-
	cups	WASTE WATER FUND	ADMIN AND GENERAL	13.74
	wipes, towels,clnr,urinal	ENVIRON SERVICES F	REFUSE DISPOSAL	29.19
	wipes, towels,clnr,urinal	ELECTRIC FUND	POWER DISTRIBUTION	58.39
	towels,gloves,icemelt,aero	ELECTRIC FUND	ADMIN AND GENERAL	176.29
	bags didn't order	ELECTRIC FUND	ADMIN AND GENERAL	16.66-
	cups	ELECTRIC FUND	ADMIN AND GENERAL	41.20
	wipes, towels,clnr,urinal	STORMWATER FUND	TREATMENT	29.23
			TOTAL:	1,816.93
COMPUTER TECHNOLOGY SOLUTIONS, INC.	new ssl cert so e-mail wor	GENERAL FUND	CITY ADMINISTRATION	16.88
	rebuild hard drive on serv	GENERAL FUND	CITY ADMINISTRATION	45.38

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	new ssl cert so e-mail wor	GENERAL FUND	CITY CLERK	16.88
	rebuild hard drive on serv	GENERAL FUND	CITY CLERK	45.38
	new ssl cert so e-mail wor	GENERAL FUND	FINANCE	11.25
	rebuild hard drive on serv	GENERAL FUND	FINANCE	30.25
	new ssl cert so e-mail wor	GENERAL FUND	POLICE	9.00
	rebuild hard drive on serv	GENERAL FUND	POLICE	24.20
	new ssl cert so e-mail wor	GENERAL FUND	BUILDING INSPECTOR	4.50
	rebuild hard drive on serv	GENERAL FUND	BUILDING INSPECTOR	12.10
	new ssl cert so e-mail wor	GENERAL FUND	PUBLIC WORKS ADMIN	2.25
	rebuild hard drive on serv	GENERAL FUND	PUBLIC WORKS ADMIN	6.05
	new ssl cert so e-mail wor	GENERAL FUND	ECONOMIC DEVMT	1.13
	rebuild hard drive on serv	GENERAL FUND	ECONOMIC DEVMT	3.03
	new ssl cert so e-mail wor	WATER	ADMIN AND GENERAL	10.13
	rebuild hard drive on serv	WATER	ADMIN AND GENERAL	27.23
	new ssl cert so e-mail wor	WASTE WATER FUND	ADMIN AND GENERAL	10.10
	rebuild hard drive on serv	WASTE WATER FUND	ADMIN AND GENERAL	27.20
	new ssl cert so e-mail wor	ELECTRIC FUND	ADMIN AND GENERAL	30.38
	rebuild hard drive on serv	ELECTRIC FUND	ADMIN AND GENERAL	81.68
			TOTAL:	415.00
COPIER BUSINESS SOLUTIONS	contract overage	GENERAL FUND	RECREATION/LEISURE SER	87.05
	contract overage	COMMUNITY CENTER	COMMUNITY CENTER	87.06
			TOTAL:	174.11
CULLIGAN	muni bldg softener rental	GENERAL FUND	MUNICIPAL BUILDING	28.05
	solar salt delivered	LIBRARY FUND	LIBRARY	18.01
	solar salt delivered	COMMUNITY CENTER	COMMUNITY CENTER	13.08
			TOTAL:	59.14
CUSTOM FIRE APPARATUS, INC.	ladder rack ram	GENERAL FUND	FIRE	206.03
			TOTAL:	206.03
DEMCO, INC.	processing supplies	LIBRARY FUND	LIBRARY	98.97
	supplies for library displ	LIBRARY FUND	LIBRARY	88.89
			TOTAL:	187.86
DRANTTEL SALES & SERVICE	fuel cap & air filter	GENERAL FUND	FIRE	34.70
	carb	GENERAL FUND	FIRE	137.00
			TOTAL:	171.70
ECONO FOODS	pop	GENERAL FUND	POLICE	9.45
	vinegar	GENERAL FUND	FIRE	13.59
	fruit basket - frost	GENERAL FUND	PUBLIC WORKS ADMIN	35.99
	senior dance food	GENERAL FUND	SENIOR COORDINATOR	35.29
	job fair, staff trng food	GENERAL FUND	RECREATION/LEISURE SER	18.77
	daddy daughter drinks	GENERAL FUND	RECREATION/LEISURE SER	13.46
	fabric softener, detergent	WATER	PURIFICATION AND TREAT	40.87
	distilled water for lab	WASTE WATER FUND	SOURCE/TREATMENT	6.90
			TOTAL:	174.32
ERICKSON OIL PRODUCTS INC	feb fuel	GENERAL FUND	POLICE	59.58
	feb fuel	WATER	SOURCE OF SUPPLY	11.38
	feb fuel	WATER	PURIFICATION AND TREAT	17.07
	feb fuel	WATER	DISTRIBUTION AND STORA	85.37
	feb fuel	WASTE WATER FUND	COLLECTOR/LIFT STAT	35.70
	feb fuel	STORMWATER FUND	TREATMENT	123.75

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
			TOTAL:	332.85
FASTENAL COMPANY	alum/steel rivets	GENERAL FUND	STREETS	3.03
	alum/steel rivets	GENERAL FUND	PARKS	3.03
	parks impact adapter	GENERAL FUND	PARKS	20.63
	median decoration cable ti	GENERAL FUND	PARKS	33.35
	christmas decoration cable	GENERAL FUND	PARKS	3.33
	alum/steel rivets	WATER	DISTRIBUTION AND STORA	1.51
	machine screws	WASTE WATER FUND	SOURCE/TREATMENT	0.62
	alum/steel rivets	WASTE WATER FUND	SOURCE/TREATMENT	1.51
	alum/steel rivets	ENVIRON SERVICES F	REFUSE DISPOSAL	1.51
	alum/steel rivets	ELECTRIC FUND	POWER DISTRIBUTION	3.03
	alum/steel rivets	STORMWATER FUND	TREATMENT	1.51
			TOTAL:	73.06
FERGUSON ENTERPRISES, INC.	brs red coup	GENERAL FUND	FIRE	51.06
	lab sink--b type endcap	WATER	PURIFICATION AND TREAT	141.29
			TOTAL:	192.35
FIRE PROTECTION SERVICES, INC.	rtc shantz review drawgs/c	GENERAL FUND	BUILDING INSPECTOR	1,241.75
			TOTAL:	1,241.75
GENERAL REPAIR SERVICE	repair kit	WASTE WATER FUND	SOURCE/TREATMENT	297.96
	air cylinder	WASTE WATER FUND	SOURCE/TREATMENT	2,186.92
			TOTAL:	2,484.88
GILLUND ENTERPRISES INC	tuneup,hd vehicle fuel sup	GENERAL FUND	STREETS	147.33
	tuneup,hd vehicle fuel sup	GENERAL FUND	PARKS	147.33
	tuneup,hd vehicle fuel sup	WATER	DISTRIBUTION AND STORA	73.66
	tuneup,hd vehicle fuel sup	WASTE WATER FUND	SOURCE/TREATMENT	73.75
	tuneup,hd vehicle fuel sup	ENVIRON SERVICES F	REFUSE DISPOSAL	73.66
	tuneup,hd vehicle fuel sup	ELECTRIC FUND	POWER DISTRIBUTION	147.33
	tuneup,hd vehicle fuel sup	STORMWATER FUND	TREATMENT	73.74
			TOTAL:	736.80
GOODTIMES MANUFACTURING	valley volleyball shirts	GENERAL FUND	RECREATION/LEISURE SER	487.50
			TOTAL:	487.50
GOPHER STATE ONE-CALL INC	feb 2013 locates	WATER	DISTRIBUTION AND STORA	12.19
	feb 2013 locates	WASTE WATER FUND	COLLECTOR/LIFT STAT	12.18
	feb 2013 locates	ELECTRIC FUND	POWER DISTRIBUTION	12.18
			TOTAL:	36.55
GUSTAVUS ADOLPHUS COLLEGE P.O.	february 2013 postage	GENERAL FUND	CITY ADMINISTRATION	19.17
	february 2013 postage	GENERAL FUND	CITY CLERK	7.34
	february 2013 postage	GENERAL FUND	FINANCE	125.71
	february 2013 postage	GENERAL FUND	POLICE	52.63
	february 2013 postage	GENERAL FUND	FIRE	15.81
	february 2013 postage	GENERAL FUND	BUILDING INSPECTOR	19.99
	february 2013 postage	GENERAL FUND	PUBLIC WORKS ADMIN	71.55
	february 2013 postage	GENERAL FUND	RECREATION/LEISURE SER	75.55
	february 2013 postage	GENERAL FUND	SKATING RINKS	0.51
	february 2013 postage	GENERAL FUND	PARKS	0.51
	february 2013 postage	GENERAL FUND	ECONOMIC DEVMT	17.65
	february 2013 postage	PUBLIC ACCESS	PUBLIC ACCESS	0.51
	february 2013 postage	COMMUNITY CENTER	COMMUNITY CENTER	13.26

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	february 2013 postage	WATER	CUSTOMER ACCOUNTS	81.92
	february 2013 postage	WASTE WATER FUND	ADMIN AND GENERAL	4.27
	february 2013 postage	WASTE WATER FUND	CUSTOMER ACCOUNTS	81.92
	february 2013 postage	ENVIRON SERVICES F	CUSTOMER ACCOUNTS	81.92
	february 2013 postage	ELECTRIC FUND	CUSTOMER ACCOUNTS	81.93
	february 2013 postage	HEARTLAND TRANSIT	TRANSIT/TRANSPORTATION	19.78
			TOTAL:	771.93
HAWKINS CHEMICAL	chemical injectors	GENERAL FUND	SWIMMING POOL	439.22
	caustic soda	WATER	PURIFICATION AND TREAT	1,326.00
			TOTAL:	1,765.22
MIKE HERMANSON	mileage, per diem fire sch	GENERAL FUND	FIRE	100.52
			TOTAL:	100.52
HICKORY TECH	phone svc 3/8-4/7/13	GENERAL FUND	CITY ADMINISTRATION	77.73
	phone svc 3/8-4/7/13	GENERAL FUND	CITY CLERK	15.37
	phone svc 3/8-4/7/13	GENERAL FUND	FINANCE	121.01
	phone svc 3/8-4/7/13	GENERAL FUND	MUNICIPAL BUILDING	7.19
	phone svc 3/8-4/7/13	GENERAL FUND	POLICE	361.85
	phone svc 3/8-4/7/13	GENERAL FUND	FIRE	150.25
	phone svc 3/8-4/7/13	GENERAL FUND	BUILDING INSPECTOR	45.12
	phone svc 3/8-4/7/13	GENERAL FUND	PUBLIC WORKS ADMIN	84.32
	phone svc 3/8-4/7/13	GENERAL FUND	STREETS	52.29
	phone svc 3/8-4/7/13	GENERAL FUND	SENIOR COORDINATOR	5.13
	phone svc 3/8-4/7/13	GENERAL FUND	RECREATION/LEISURE SER	128.34
	phone svc 3/8-4/7/13	GENERAL FUND	SWIMMING POOL	31.37
	phone svc 3/8-4/7/13	GENERAL FUND	PARKS	93.51
	phone svc 3/8-4/7/13	GENERAL FUND	ECONOMIC DEVMT	29.74
	phone svc 3/8-4/7/13	LIBRARY FUND	LIBRARY	91.56
	phone svc 3/8-4/7/13	PUBLIC ACCESS	PUBLIC ACCESS	15.39
	phone svc 3/8-4/7/13	COMMUNITY CENTER	COMMUNITY CENTER	47.60
	phone svc 3/8-4/7/13	WATER	ADMIN AND GENERAL	237.96
	phone svc 3/8-4/7/13	WASTE WATER FUND	ADMIN AND GENERAL	192.78
	phone svc 3/8-4/7/13	ENVIRON SERVICES F	ADMIN AND GENERAL	33.22
	phone svc 3/8-4/7/13	ELECTRIC FUND	ADMIN AND GENERAL	150.24
	phone svc 3/8-4/7/13	HEARTLAND TRANSIT	TRANSIT/TRANSPORTATION	49.83
			TOTAL:	2,021.80
INFRATECH	581 cylinder calibration g	WATER	ADMIN AND GENERAL	315.29
			TOTAL:	315.29
INGRAM BOOK COMPANY	library materials	LIBRARY FUND	LIBRARY	1,201.63
	new library materials	LIBRARY FUND	LIBRARY	664.11
	library materials	LIBRARY FUND	LIBRARY	448.31
			TOTAL:	2,314.05
INTERNATIONAL CODE COUNCIL, INC	2013 membership	GENERAL FUND	BUILDING INSPECTOR	125.00
			TOTAL:	125.00
JETTER CLEAN, INC.	unplug 60' frozen sewer li	TORNADO DISASTER R	ECONOMIC DEVMT	867.00
			TOTAL:	867.00
JLS DISTRIBUTING, INC	grease	GENERAL FUND	STREETS	19.23
	grease	GENERAL FUND	PARKS	19.23
	grease	WATER	DISTRIBUTION AND STORA	9.62

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	grease	WASTE WATER FUND	SOURCE/TREATMENT	9.63
	grease	ENVIRON SERVICES F	REFUSE DISPOSAL	9.62
	grease	ELECTRIC FUND	POWER DISTRIBUTION	19.23
	grease	STORMWATER FUND	TREATMENT	9.62
			TOTAL:	96.18
AMY KAMM	class a license renewal	STORMWATER FUND	ADMINISTRATION AND GEN	23.00
			TOTAL:	23.00
MIKE KENNEDY	fire class per diem, milea	GENERAL FUND	FIRE	61.95
			TOTAL:	61.95
KIND VETERINARY CLINIC PA	jan paws vet svc	RESTRICTED CONTRIB	COMMUNITY SERVICE	746.44
			TOTAL:	746.44
LARKSTUR ENGINEERING & SUPPLY, INC.	fittings,nipples,hose #509	GENERAL FUND	FIRE	301.90
			TOTAL:	301.90
LEAGUE OF MN CITIES INSURANCE TRUST	2nd qtr workers comp	GENERAL FUND	MAYOR & COUNCIL	13.05
	2nd qtr workers comp	GENERAL FUND	CITY ADMINISTRATION	151.37
	2nd qtr workers comp	GENERAL FUND	CITY CLERK	64.57
	2nd qtr workers comp	GENERAL FUND	FINANCE	177.83
	2nd qtr workers comp	GENERAL FUND	MUNICIPAL BUILDING	200.23
	2nd qtr workers comp	GENERAL FUND	POLICE	6,085.49
	2nd qtr workers comp	GENERAL FUND	FIRE	3,410.00
	2nd qtr workers comp	GENERAL FUND	FIRE	153.66
	2nd qtr workers comp	GENERAL FUND	BUILDING INSPECTOR	105.50
	2nd qtr workers comp	GENERAL FUND	COMMUNITY SERVICE	288.44
	2nd qtr workers comp	GENERAL FUND	PUBLIC WORKS ADMIN	160.19
	2nd qtr workers comp	GENERAL FUND	STREETS	3,949.26
	2nd qtr workers comp	GENERAL FUND	RECREATION/LEISURE SER	908.90
	2nd qtr workers comp	GENERAL FUND	SWIMMING POOL	651.86
	2nd qtr workers comp	GENERAL FUND	SKATING RINKS	16.05
	2nd qtr workers comp	GENERAL FUND	PARKS	2,055.78
	2nd qtr workers comp	GENERAL FUND	ECONOMIC DEVMT	93.68
	volunteer insurance premiu	GENERAL FUND	INSURANCE-UNALLOCATED	1,056.00
	2nd qtr workers comp	LIBRARY FUND	LIBRARY	285.09
	2nd qtr workers comp	PUBLIC ACCESS	PUBLIC ACCESS	7.94
	2nd qtr workers comp	COMMUNITY CENTER	COMMUNITY CENTER	554.82
	2nd qtr workers comp	WATER	SOURCE OF SUPPLY	152.95
	2nd qtr workers comp	WATER	PURIFICATION AND TREAT	1,360.00
	2nd qtr workers comp	WATER	DISTRIBUTION AND STORA	632.98
	2nd qtr workers comp	WATER	ADMIN AND GENERAL	132.14
	2nd qtr workers comp	WATER	CUSTOMER ACCOUNTS	20.29
	2nd qtr workers comp	WASTE WATER FUND	BIOSOLIDS	109.73
	2nd qtr workers comp	WASTE WATER FUND	COLLECTOR/LIFT STAT	1,108.07
	2nd qtr workers comp	WASTE WATER FUND	SOURCE/TREATMENT	1,348.00
	2nd qtr workers comp	WASTE WATER FUND	ADMIN AND GENERAL	169.36
	2nd qtr workers comp	WASTE WATER FUND	CUSTOMER ACCOUNTS	20.29
	2nd qtr workers comp	ENVIRON SERVICES F	REFUSE DISPOSAL	901.67
	2nd qtr workers comp	ENVIRON SERVICES F	ADMIN AND GENERAL	82.21
	2nd qtr workers comp	ENVIRON SERVICES F	CUSTOMER ACCOUNTS	13.41
	2nd qtr workers comp	ELECTRIC FUND	POWER PRODUCTION	78.33
	2nd qtr workers comp	ELECTRIC FUND	POWER DISTRIBUTION	1,874.96
	2nd qtr workers comp	ELECTRIC FUND	ADMIN AND GENERAL	456.21
	2nd qtr workers comp	ELECTRIC FUND	CUSTOMER ACCOUNTS	94.38

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT	
	2nd qtr workers comp	STORMWATER FUND	COLLECTIONS/LIFT STATI	274.33	
	2nd qtr workers comp	STORMWATER FUND	TREATMENT	79.21	
	2nd qtr workers comp	STORMWATER FUND	ADMINISTRATION AND GEN	947.89	
	2nd qtr workers comp	STORMWATER FUND	CUSTOMER ACCOUNTS	13.41	
	2nd qtr workers comp	HEARTLAND TRANSIT	TRANSIT/TRANSPORTATION	<u>1,312.72</u>	
			TOTAL:	31,572.25	
LEXIS NEXIS	february '13 subscription	GENERAL FUND	POLICE	<u>100.00</u>	
			TOTAL:	100.00	
LJP ENTERPRISES INC	feb waste svc	COMMUNITY CENTER	COMMUNITY CENTER	431.51	
	feb waste svc	WATER	PURIFICATION AND TREAT	98.00	
	feb waste svc	WASTE WATER FUND	SOURCE/TREATMENT	124.57	
	feb waste svc	ENVIRON SERVICES F	REFUSE DISPOSAL	<u>597.19</u>	
			TOTAL:	1,251.27	
MANKATO FORD, INC.	service on 2009 ford e450	HEARTLAND TRANSIT	TRANSIT/TRANSPORTATION	<u>135.05</u>	
			TOTAL:	135.05	
MATHESON TRI-GAS INC	cylinder rental 2/28/13	GENERAL FUND	STREETS	23.29	
	cylinder rental 2/28/13	GENERAL FUND	PARKS	18.63	
	cylinder rental 2/28/13	WATER	ADMIN AND GENERAL	9.31	
	cylinder rental 2/28/13	WASTE WATER FUND	ADMIN AND GENERAL	9.31	
	cylinder rental 2/28/13	ENVIRON SERVICES F	ADMIN AND GENERAL	9.31	
	cylinder rental 2/28/13	ELECTRIC FUND	ADMIN AND GENERAL	<u>23.29</u>	
			TOTAL:	93.14	
MENARDS	meter,2x4	GENERAL FUND	FIRE	<u>23.33</u>	
			TOTAL:	23.33	
METRO JANITORIAL SUPPLY INC.	cleaner	COMMUNITY CENTER	COMMUNITY CENTER	<u>309.22</u>	
			TOTAL:	309.22	
METRO SALES INC	printer fees 3/12-6/12/13	LIBRARY FUND	LIBRARY	<u>451.39</u>	
			TOTAL:	451.39	
MIKE'S COUNTRYSIDE BODY SHOP INC	#312 bumper parts and repa	GENERAL FUND	POLICE	<u>1,204.60</u>	
			TOTAL:	1,204.60	
MISC VENDOR	ALUMACRAFT BOAT COMPAN	c & i rebate	ELECTRIC FUND	NON-DEPARTMENTAL	29,167.00
	BENNER, BETSY	returned lost CD	LIBRARY FUND	LIBRARY	22.95
	SUNRISE PACKAGING	media processing supplies	LIBRARY FUND	LIBRARY	109.62
	THE CARETAKERS INC	430 ritt st carpet cleanin	TORNADO DISASTER R	ECONOMIC DEVMT	303.67
	ZAPPA, ANGELA	daddy daughter supplies	GENERAL FUND	RECREATION/LEISURE SER	<u>104.73</u>
			TOTAL:	29,707.97	
MN DEPT OF COMMERCE	4th qtr fy 2013 indirect a	ELECTRIC FUND	ADMIN AND GENERAL	1,607.48	
	4th qtr fy 2013 indirect a	ELECTRIC FUND	ADMIN AND GENERAL	<u>149.35</u>	
			TOTAL:	1,756.83	
MN DEPT OF LABOR & INDUSTRY	boiler inspect	WATER	ADMIN AND GENERAL	<u>10.00</u>	
			TOTAL:	10.00	
MN WASTE PROCESSING	february disposal	ENVIRON SERVICES F	REFUSE DISPOSAL	<u>10,014.43</u>	
			TOTAL:	10,014.43	

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
CINDY MOULTON	keurig brewer, filter	GENERAL FUND	MUNICIPAL BUILDING	102.27
			TOTAL:	102.27
PETE MOULTON	class a water cert renewal	WATER	ADMIN AND GENERAL	23.00
			TOTAL:	23.00
MTI DISTRIBUTING CO	u joint kits	GENERAL FUND	PARKS	135.66
			TOTAL:	135.66
NAPA AUTO PARTS OF ST PETER	control arm assy	GENERAL FUND	POLICE	170.52
	tank selector,switch	GENERAL FUND	FIRE	114.44
	carb clnr,adapter,qt atf,	GENERAL FUND	FIRE	73.98
	armorall wipes	GENERAL FUND	BUILDING INSPECTOR	6.40
	idle air control valve	GENERAL FUND	BUILDING INSPECTOR	59.19
	tune up,seafoam,coil spr c	GENERAL FUND	STREETS	16.67
	wheel seal	GENERAL FUND	STREETS	105.81
	wiper blades	GENERAL FUND	STREETS	24.77
	tune up,seafoam,coil spr c	GENERAL FUND	PARKS	16.67
	battery	GENERAL FUND	PARKS	98.07
	tune up,seafoam,coil spr c	WATER	DISTRIBUTION AND STORA	8.34
	tune up,seafoam,coil spr c	WASTE WATER FUND	SOURCE/TREATMENT	8.35
	tune up,seafoam,coil spr c	ENVIRON SERVICES F	REFUSE DISPOSAL	8.34
	tune up,seafoam,coil spr c	ELECTRIC FUND	POWER DISTRIBUTION	16.67
	tune up,seafoam,coil spr c	STORMWATER FUND	TREATMENT	8.34
	driver's side mirror	HEARTLAND TRANSIT	TRANSIT/TRANSPORTATION	33.65
			TOTAL:	770.21
JAMES NEARY	driver license renewal	GENERAL FUND	FIRE	42.25
			TOTAL:	42.25
NELSON PRINTING COMPANY	printing envelopes	GENERAL FUND	RECREATION/LEISURE SER	454.78
	ups handicap door mechanis	LIBRARY FUND	LIBRARY	52.04
	paper, supplies for proces	LIBRARY FUND	LIBRARY	61.34
	printing envelopes	COMMUNITY CENTER	COMMUNITY CENTER	113.69
	ups door closures	COMMUNITY CENTER	COMMUNITY CENTER	17.25
	water ups	WATER	DISTRIBUTION AND STORA	15.78
	door hangers	WATER	ADMIN AND GENERAL	109.44
			TOTAL:	824.32
NICOLLET COUNTY TREASURER	license plates #300 2000 f	GENERAL FUND	BUILDING INSPECTOR	22.00
			TOTAL:	22.00
NICOLLET COUNTY PUBLIC HEALTH	mar/april 2013 newsletters	GENERAL FUND	SENIOR COORDINATOR	142.38
			TOTAL:	142.38
NICOLLET COUNTY SENIOR SERVICES	feb contract sr ctr prog c	GENERAL FUND	SENIOR COORDINATOR	2,300.00
			TOTAL:	2,300.00
NORTH CENTRAL MOSQUITO CONTROL ASSOCIA	register- r blackman,d kni	ENVIRON SERVICES F	ADMIN AND GENERAL	50.00
			TOTAL:	50.00
OFFICEMAX	wide format printer ink	GENERAL FUND	STREETS	42.74
	wide format printer ink	GENERAL FUND	PARKS	34.19
	wide format printer ink	WATER	ADMIN AND GENERAL	17.10
	wide format printer ink	WASTE WATER FUND	ADMIN AND GENERAL	17.10
	wide format printer ink	ENVIRON SERVICES F	ADMIN AND GENERAL	17.09

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	wide format printer ink	ELECTRIC FUND	ADMIN AND GENERAL	42.74
			TOTAL:	170.96
OVERDRIVE, INC.	annual participation3/13-2	LIBRARY FUND	LIBRARY	3,000.00
			TOTAL:	3,000.00
PEPSI-COLA OF MANKATO INC	concessions	COMMUNITY CENTER	COMMUNITY CENTER	610.35
			TOTAL:	610.35
PET EXPO DIST.	aquarium maint & supplies	LIBRARY FUND	LIBRARY	76.19
			TOTAL:	76.19
TODD PRAFKE-PETTY CASH	mailing to dan kisor	GENERAL FUND	BUILDING INSPECTOR	8.85
	south chapter mtg meal	GENERAL FUND	BUILDING INSPECTOR	8.41
	rotary meals	GENERAL FUND	ECONOMIC DEVMT	56.00
	mileage paulsens w/swmhp	GENERAL FUND	ECONOMIC DEVMT	14.29
	mailing lakes/links sample	WATER	ADMIN AND GENERAL	2.58
	water dept postage	WATER	ADMIN AND GENERAL	5.80
	counterfeit money markers	WATER	CUSTOMER ACCOUNTS	2.50
	counterfeit money markers	WASTE WATER FUND	CUSTOMER ACCOUNTS	2.50
	counterfeit money markers	ENVIRON SERVICES F	CUSTOMER ACCOUNTS	2.50
	counterfeit money markers	ELECTRIC FUND	CUSTOMER ACCOUNTS	2.50
			TOTAL:	105.93
QUICK MART ST PETER	feb fuel	GENERAL FUND	POLICE	739.19
	feb fuel	GENERAL FUND	FIRE	39.15
			TOTAL:	778.34
QUILL	ink cartridges	GENERAL FUND	CITY ADMINISTRATION	21.03
	ink cartridges	GENERAL FUND	CITY CLERK	21.03
	ink cartridges	GENERAL FUND	FINANCE	14.02
	ink cartridges	GENERAL FUND	FINANCE	55.35
	ink cartridges	GENERAL FUND	POLICE	11.22
	ink cartridges	GENERAL FUND	BUILDING INSPECTOR	5.61
	ink cartridges	GENERAL FUND	PUBLIC WORKS ADMIN	2.80
	ink cartridges	GENERAL FUND	STREETS	18.89
	ink cartridges	GENERAL FUND	STREETS	53.31
	ink cartridges	GENERAL FUND	STREETS	33.97
	ink cartridges	GENERAL FUND	PARKS	15.11
	ink cartridges	GENERAL FUND	PARKS	42.65
	ink cartridges	GENERAL FUND	PARKS	27.18
	ink cartridges	GENERAL FUND	ECONOMIC DEVMT	1.40
	color toner	LIBRARY FUND	LIBRARY	278.79
	ink cartridges	WATER	ADMIN AND GENERAL	7.56
	ink cartridges	WATER	ADMIN AND GENERAL	21.33
	ink cartridges	WATER	ADMIN AND GENERAL	12.62
	ink cartridges	WATER	ADMIN AND GENERAL	13.84
	ink cartridges	WATER	ADMIN AND GENERAL	13.59
	ink cartridges	WASTE WATER FUND	ADMIN AND GENERAL	7.56
	ink cartridges	WASTE WATER FUND	ADMIN AND GENERAL	21.33
	ink cartridges	WASTE WATER FUND	ADMIN AND GENERAL	134.05
	ink cartridges	WASTE WATER FUND	ADMIN AND GENERAL	12.61
	ink cartridges	WASTE WATER FUND	ADMIN AND GENERAL	13.84
	ink cartridges	WASTE WATER FUND	ADMIN AND GENERAL	13.59
	ink cartridges	ENVIRON SERVICES F	ADMIN AND GENERAL	7.56
	ink cartridges	ENVIRON SERVICES F	ADMIN AND GENERAL	21.32

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	ink cartridges	ENVIRON SERVICES F	ADMIN AND GENERAL	13.82
	ink cartridges	ENVIRON SERVICES F	ADMIN AND GENERAL	13.58
	ink cartridges	ELECTRIC FUND	ADMIN AND GENERAL	18.89
	ink cartridges	ELECTRIC FUND	ADMIN AND GENERAL	53.31
	ink cartridges	ELECTRIC FUND	ADMIN AND GENERAL	37.85
	ink cartridges	ELECTRIC FUND	ADMIN AND GENERAL	13.84
	ink cartridges	ELECTRIC FUND	ADMIN AND GENERAL	33.97
			TOTAL:	1,088.42
RITA RASSBACH	games-summer,aftr schl,spe	GENERAL FUND	RECREATION/LEISURE SER	91.93
			TOTAL:	91.93
RED WING SHOE STORE	safety boots ken k	ELECTRIC FUND	ADMIN AND GENERAL	263.49
			TOTAL:	263.49
RETROFIT RECYCLING	benedictine c&i rebate	ELECTRIC FUND	NON-DEPARTMENTAL	9,547.90
			TOTAL:	9,547.90
TOM ROESSLER JR.	mileage,per diem fire scho	GENERAL FUND	FIRE	103.90
			TOTAL:	103.90
RYAN ELECTRIC OF ST PETER	police garage heater servi	GENERAL FUND	POLICE	92.28
	airhandler #3 blower motor	COMMUNITY CENTER	COMMUNITY CENTER	74.13
			TOTAL:	166.41
SAM'S CLUB	coffee cups	GENERAL FUND	SENIOR COORDINATOR	15.53
	coffee cups	GENERAL FUND	RECREATION/LEISURE SER	15.54
	cups & napkins	GENERAL FUND	RECREATION/LEISURE SER	14.69
	coffee cups	COMMUNITY CENTER	COMMUNITY CENTER	31.08
			TOTAL:	76.84
SANDLAND, JEAN	uniform allowance	GENERAL FUND	POLICE	42.50
			TOTAL:	42.50
SELECT ACCOUNT	admin fee	GENERAL FUND	CITY ADMINISTRATION	3.13
	admin fee	GENERAL FUND	CITY CLERK	1.95
	admin fee	GENERAL FUND	FINANCE	5.20
	admin fee	GENERAL FUND	MUNICIPAL BUILDING	1.36
	admin fee	GENERAL FUND	POLICE	25.43
	admin fee	GENERAL FUND	BUILDING INSPECTOR	4.99
	admin fee	GENERAL FUND	COMMUNITY SERVICE	1.95
	admin fee	GENERAL FUND	PUBLIC WORKS ADMIN	1.44
	admin fee	GENERAL FUND	STREETS	2.66
	admin fee	GENERAL FUND	RECREATION/LEISURE SER	5.63
	admin fee	GENERAL FUND	PARKS	10.03
	admin fee	GENERAL FUND	ECONOMIC DEVMT	1.95
	admin fee	LIBRARY FUND	LIBRARY	2.45
	admin fee	COMMUNITY CENTER	COMMUNITY CENTER	2.93
	admin fee	WATER	DISTRIBUTION AND STORA	4.79
	admin fee	WATER	ADMIN AND GENERAL	1.77
	admin fee	WATER	CUSTOMER ACCOUNTS	0.39
	admin fee	WASTE WATER FUND	SOURCE/TREATMENT	2.84
	admin fee	WASTE WATER FUND	ADMIN AND GENERAL	1.98
	admin fee	WASTE WATER FUND	CUSTOMER ACCOUNTS	0.40
	admin fee	ENVIRON SERVICES F	REFUSE DISPOSAL	3.91
	admin fee	ENVIRON SERVICES F	ADMIN AND GENERAL	0.79

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	admin fee	ENVIRON SERVICES F	CUSTOMER ACCOUNTS	0.40
	admin fee	ELECTRIC FUND	POWER DISTRIBUTION	5.86
	admin fee	ELECTRIC FUND	ADMIN AND GENERAL	7.08
	admin fee	ELECTRIC FUND	CUSTOMER ACCOUNTS	2.36
	admin fee	STORMWATER FUND	COLLECTIONS/LIFT STATI	1.46
	admin fee	STORMWATER FUND	ADMINISTRATION AND GEN	4.05
	admin fee	STORMWATER FUND	CUSTOMER ACCOUNTS	0.40
	admin fee	HEARTLAND TRANSIT	TRANSIT/TRANSPORTATION	3.88
			TOTAL:	113.46
SIMPLEX GRINNELL	fire alarm test & inspect	LIBRARY FUND	LIBRARY	351.62
	2013fire sprinklrs &alarm i	ELECTRIC FUND	POWER PRODUCTION	867.03
			TOTAL:	1,218.65
SOUTHERN MN MUNICIPAL POWER AGENCY	feb smmpa purchased power	ELECTRIC FUND	POWER SUPPLY	555,964.74
			TOTAL:	555,964.74
SOUTHWEST MN CHAPTER OF ICC	2013 membership dues-dean	GENERAL FUND	BUILDING INSPECTOR	160.00
			TOTAL:	160.00
ST PETER HERALD	police com tech ad	GENERAL FUND	POLICE	99.00
	summer job ad	GENERAL FUND	PUBLIC WORKS ADMIN	12.25
	summer job ad	GENERAL FUND	RECREATION/LEISURE SER	12.25
	summer job ad	GENERAL FUND	SWIMMING POOL	12.25
	2 public hear- park row, g	GENERAL FUND	ECONOMIC DEVMT	114.20
	pt library assoc ad	LIBRARY FUND	LIBRARY	83.50
	lot closures, no impact no	PERM IMPROVMENT RE	STREETS	164.73
	public hear-row wash ave	PERM IMPROVMENT RE	STREETS	50.53
	bid req pollut ctrl eq gen	ELECTRIC FUND	CAPITAL-DISTRIBUTION S	58.60
	req bids pollut ctrl eq ge	ELECTRIC FUND	CAPITAL-DISTRIBUTION S	56.60
	swppp meeting notice	STORMWATER FUND	ADMINISTRATION AND GEN	43.45
			TOTAL:	707.36
ST PETER LUMBER CO	ice melt	GENERAL FUND	MUNICIPAL BUILDING	10.68
	fuse	GENERAL FUND	FIRE	8.34
	ballast	ELECTRIC FUND	POWER PRODUCTION	73.29
	adhesive	ELECTRIC FUND	POWER DISTRIBUTION	4.58
	tile & vinyl bead	ELECTRIC FUND	POWER DISTRIBUTION	14.08
			TOTAL:	110.97
SUMMIT PARK MHC LLC	42,52,58,59,25,40,65	PERM IMPROVMENT RE	STREETS	1,925.00
	mar lot rent 2013 #42,52,5	PERM IMPROVMENT RE	STREETS	1,100.00
			TOTAL:	3,025.00
TIGERDIRECT.COM	laptop	GENERAL FUND	CITY ADMINISTRATION	78.78
	wired network for "loaner"	GENERAL FUND	CITY ADMINISTRATION	3.69
	crimp ends	GENERAL FUND	CITY ADMINISTRATION	5.26
	laptop	GENERAL FUND	CITY CLERK	78.78
	wired network for "loaner"	GENERAL FUND	CITY CLERK	3.69
	crimp ends	GENERAL FUND	CITY CLERK	5.26
	laptop	GENERAL FUND	FINANCE	52.52
	wired network for "loaner"	GENERAL FUND	FINANCE	2.46
	crimp ends	GENERAL FUND	FINANCE	3.51
	laptop	GENERAL FUND	POLICE	42.02
	wired network for "loaner"	GENERAL FUND	POLICE	1.97
	crimp ends	GENERAL FUND	POLICE	2.81

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	monitor	GENERAL FUND	POLICE	155.10
	laptop	GENERAL FUND	BUILDING INSPECTOR	21.01
	wired network for "loaner"	GENERAL FUND	BUILDING INSPECTOR	0.99
	crimp ends	GENERAL FUND	BUILDING INSPECTOR	1.40
	laptop	GENERAL FUND	PUBLIC WORKS ADMIN	10.50
	wired network for "loaner"	GENERAL FUND	PUBLIC WORKS ADMIN	0.49
	crimp ends	GENERAL FUND	PUBLIC WORKS ADMIN	0.70
	laptop	GENERAL FUND	ECONOMIC DEVMT	5.25
	wired network for "loaner"	GENERAL FUND	ECONOMIC DEVMT	0.25
	crimp ends	GENERAL FUND	ECONOMIC DEVMT	0.35
	laptop	WATER	ADMIN AND GENERAL	47.27
	wired network for "loaner"	WATER	ADMIN AND GENERAL	2.22
	crimp ends	WATER	ADMIN AND GENERAL	3.16
	laptop	WASTE WATER FUND	ADMIN AND GENERAL	47.26
	wired network for "loaner"	WASTE WATER FUND	ADMIN AND GENERAL	2.22
	crimp ends	WASTE WATER FUND	ADMIN AND GENERAL	3.17
	laptop	ELECTRIC FUND	ADMIN AND GENERAL	141.80
	wired network for "loaner"	ELECTRIC FUND	ADMIN AND GENERAL	6.65
	crimp ends	ELECTRIC FUND	ADMIN AND GENERAL	9.47
			TOTAL:	740.01
JANE TIMMERMAN	lunch-directior, coord	GENERAL FUND	RECREATION/LEISURE SER	19.23
	book	LIBRARY FUND	LIBRARY	16.49
			TOTAL:	35.72
JANE TIMMERMAN-PETTY CASH	supplies	GENERAL FUND	SENIOR COORDINATOR	11.99
	supplies	GENERAL FUND	RECREATION/LEISURE SER	16.03
	decorations	GENERAL FUND	RECREATION/LEISURE SER	9.63
			TOTAL:	37.65
TIRE ASSOCIATES	#16loader svc call repair	GENERAL FUND	STREETS	195.34
			TOTAL:	195.34
TRANE	service agreement qtrly	COMMUNITY CENTER	COMMUNITY CENTER	964.50
			TOTAL:	964.50
US BANK	2004a agent fee	2004 WASH TERR #1	FISCAL AGENT FEES	431.25
	2005a agent fee	2005A MASON ST TIF	FISCAL AGENT FEES	402.50
	2004c agent fee	WATER	ADMIN AND GENERAL	202.70
	2004c agent fee	WASTE WATER FUND	ADMIN AND GENERAL	76.20
	2004d agent fee	ELECTRIC FUND	ADMIN AND GENERAL	431.25
	2006c agent fee	ELECTRIC FUND	ADMIN AND GENERAL	431.25
	2004c agent fee	STORMWATER FUND	ADMINISTRATION AND GEN	152.35
			TOTAL:	2,127.50
USA BLUE BOOK	ss nipples	WATER	PURIFICATION AND TREAT	4.98
			TOTAL:	4.98
VON ESSEN TOWING	towing	GENERAL FUND	POLICE	240.00
	mount tire #19a	GENERAL FUND	PARKS	15.00
	tube, mount, balance tire-	GENERAL FUND	PARKS	31.02
	bus #12 towing	HEARTLAND TRANSIT	TRANSIT/TRANSPORTATION	75.00
			TOTAL:	361.02
VOYAGEUR WEB	website final payment	2009 EQUIPMENT CER FINANCE		5,790.00
			TOTAL:	5,790.00

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
WESCO DISTRIBUTION INC	ct 100:5 bar type #562	ELECTRIC FUND	NON-DEPARTMENTAL	<u>203.06</u>
			TOTAL:	203.06
WILSON DEVELOPMENT SERVICES, LLC	wash ave link trust	PERM IMPROVMENT RE	STREETS	<u>10,000.00</u>
			TOTAL:	10,000.00
WOLF MOTOR COMPANY, INC.	bus #12 transmission	HEARTLAND TRANSIT	TRANSIT/TRANSPORTATION	<u>3,005.06</u>
			TOTAL:	3,005.06
YOUTH ENRICHMENT LEAGUE	grandmasters of chess	GENERAL FUND	RECREATION/LEISURE SER	<u>531.00</u>
			TOTAL:	531.00
ZIEGLER INC	cover hyd tank cap	GENERAL FUND	STREETS	22.02
	dowel ring lever #16	GENERAL FUND	STREETS	14.09
	plate,ball cap,gasket	GENERAL FUND	STREETS	<u>28.10</u>
			TOTAL:	64.21

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

101	GENERAL FUND	172,919.67
211	LIBRARY FUND	10,900.17
213	PUBLIC ACCESS	200.12
217	COMMUNITY CENTER	6,223.95
240	TORNADO DISASTER REV LOAN	1,170.67
392	2004 WASH TERR #15	431.25
395	2005A MASON ST TIF BOND	402.50
401	PERM IMPROVMENT REVOLVING	84,577.26
449	2009 EQUIPMENT CERTIFICAT	5,790.00
601	WATER	8,899.83
602	WASTE WATER FUND	17,405.68
603	ENVIRON SERVICES FUND	12,350.61
604	ELECTRIC FUND	604,520.65
606	STORMWATER FUND	2,802.61
610	HEARTLAND TRANSIT	4,649.04
820	RESTRICTED CONTRIBUTIONS	746.44

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 GRAND TOTAL: 933,990.45  
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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>
Hawkins Chemical	Pool chemicals not to exceed.....	\$12,000	Swimming Pool

2. Staff is authorized to forward an additional \$10,000 to Wilson Development Services Trust Account for expenses associated with the relocation of properties associated with the Washington Avenue Link Project.

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

Consumption and Display Permit

Nicollet County Ag Society                      400 Union Street                      4/1/13 – 3/31/14

Temporary Show License

Nicollet Co. Relay for Life                      1120 N Swift                      4/18/13

4. The following advisory board appointment is hereby approved for the term indicated:

CIVIL SERVICE COMMISSION

Ed Lee (2012-2015)

5. The following items, for which the City no longer has a need, are hereby declared as surplus and staff is directed to offer the items for sale through the State of Minnesota Department of Administration online auction service:

- Motorola HT1250 (Model AAH25KDF9AA5AN) handheld radios serial numbers 49TCSF418, 749TBE4656, 749TCSF420, 749TCSF413, 749TCSF422, 749TCSF414, 749TCSF411, 749TCSF416, 749TCLH717, 749TCSF417, 749TCSF412, 749TCSF410, 749TCSF415
- 11 speaker microphones
- 10 radio chargers
- Motorola HT1000 (Model H01KDC9AA3DN) handheld radios serial numbers 402AXNA380, 402TYJA025, 402AXNA382, 402AUL1862, 402AXNA384, 402AUL1861, 402AXNA383, 402TYJA024
- VISAR portable radio (Model H05KKD9A4DN), S/N 720AXL7513

- 6 Motorola MaxTrac radios (Model D45MJA73A6AK) serial numbers: 428SYYL928, 428SXT5602, 428SZP0918, 428SYYL938, 428SXT5610
- 5 Dataradio MRM 96+ Catalog (Model): 96D7 Serial#: GDEO; Catalog (Model): 96G7 serial#: EFHP, HJFF, GPAK, EFJC
- Motorola Command Star lite radio console part# L3180A serial# 124CCC0266
- 3 Fisher VCR's
- 1 RCA VCR
- RCA 32X Zoom Plus VHS Camcorder serial number 737540402 with bag
- RCA Solid State Image Sensor VHS Camcorder serial number 736640181 with hard case
- Vivitar PS145 35 mm camera with carry case
- Nikon 35 mm camera with speedlight flash with strap and case
- Minolta auto focus 35 mm camera serial number 2932214 with leather cover and case
- Polaroid Spectra AF instant camera serial number E6NHN9SLVHBE with close up stand and case
- 1993 Ford Ranger
- Approximately 700 regulatory, warning and street signs that are damaged or do not meet reflectivity standards (will be sold to ALTER recycling center in Mankato)

6. The following employee appointment is approved at the wage indicated:

<u>NAME</u>	<u>POSITION</u>	<u>WAGE RATE</u>
Tosha Anderson	Part-time Library Associate	\$9.75/hour

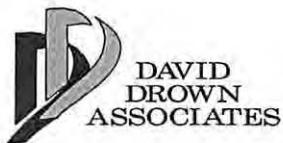
7. The schedules of disbursements for February 21 through March 6, 2013 and March 7, 2013 through March 20, 2013 are hereby approved.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota this 25<sup>th</sup> day of March, 2013.

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

ATTEST:

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



Waconia Office  
2078 Feather Circle  
Waconia, MN 55387  
Phone: (952) 442-5821  
Fax: (952) 442-8838  
Email: shannon@daviddrown.com

March 20, 2013

City of Saint Peter  
Attn: Paula O'Connell, Finance Director  
224 South Front Street  
Saint Peter, MN 56082

**RE: 2013A G.O. Equipment Certificates**

Honorable Mayor, Council Members, Administrator Prafke and Mrs. O'Connell:

Per the previous action taken by the City Council, a competitive sale of the City's \$730,000 General Obligation Equipment Certificates, Series 2013A has been scheduled for Monday, March 25, 2013.

Attached you will find a draft resolution providing for the award of the sale of the certificates. Final information pertaining to the low bid received will be incorporated into the resolution when it is received on the day of sale. I will be attending the March 25, 2013 Council meeting to present the bids received and to provide a recommendation regarding the sale. Please feel free to contact me with any questions in the interim. Thank you again for your time and consideration.

Sincerely,

A handwritten signature in cursive script that reads 'Shannon Sweeney'.

Shannon Sweeney  
David Drown Associates, Inc.

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2013 -

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

**RESOLUTION PROVIDING FOR THE ISSUANCE AND SALE OF \$730,000 GENERAL OBLIGATION EQUIPMENT CERTIFICATES, SERIES 2013A, AND LEVYING A TAX FOR THE PAYMENT THEREOF**

WHEREAS, the City of Saint Peter, Minnesota (the "City"), has heretofore determined and declared that it is necessary and expedient to issue \$730,000 General Obligation Equipment Certificates, Series 2013A (the "Certificates" or individually, a "Certificate"), pursuant to Minnesota Statutes, Chapter 475 and Minnesota Statutes, Sections 410.32 and 412.301, to finance the purchase of various items of capital equipment for the City (the "Equipment") and each item of equipment to be financed by the Certificates has an expected useful life at least as long as the term of the Certificates; and

WHEREAS, the amount of the Certificates to be issued does not exceed one-quarter of one percent (0.25%) of the market value of the taxable property in the City (\$516,937,923 times 0.25% is \$1,292,345); and

WHEREAS, the City has retained David Drown Associates, Inc., in Minneapolis, Minnesota ("Drown"), as its independent financial advisor for the sale of the Certificates and was therefore authorized to sell the Certificates by private negotiation in accordance with Minnesota Statutes, Section 475.60, Subdivision 2(9) and proposals to purchase the Certificates have been solicited by Drown; and

WHEREAS, the proposals set forth on Exhibit A attached hereto were received by the City Administrator, or designee, at the offices of Drown, at 11:00 a.m. this same day pursuant to the Terms of Proposal established for the Certificates; and

WHEREAS, it is in the best interests of the City that the Certificates be issued in book-entry form as hereinafter provided; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Saint Peter, Minnesota, as follows:

Acceptance of Proposal. The proposal of \_\_\_\_\_ (the "Purchaser"), to purchase the Certificates, in accordance with the Terms of Proposal, at the rates of interest hereinafter set forth, and to pay therefor the sum of \$\_\_\_\_\_, plus interest accrued to settlement, is hereby found, determined and declared to be the most favorable proposal received, is hereby accepted and the Certificates are hereby awarded to the Purchaser. The Administrator is directed to retain the deposit of the purchaser and to forthwith return to the unsuccessful bidders any good faith checks or drafts.

Certificate Terms.

Original Issue Date; Denominations; Maturities; Term Bond Option. The Certificates shall be dated April 1, 2013, as the date of original issue, shall be issued forthwith on or after such date in fully registered form, shall be numbered from R-1 upward in the denomination of \$5,000 each or in any integral multiple thereof of a single maturity (the "Authorized Denominations") and shall mature on the February 1 in the years and amounts as follows:

<u>Year</u>	<u>Amount</u>
2014	\$ 75,000
2015	90,000
2016	90,000
2017	95,000
2018	95,000
2019	95,000
2020	95,000
2021	95,000

As may be requested by the Purchaser, one or more term bonds may be issued having mandatory sinking fund redemption and final maturity amounts conforming to the foregoing principal repayment schedule, and corresponding additions may be made to the provisions of the applicable Certificate(s).

Book Entry Only System. The Depository Trust Company, a limited purpose trust company organized under the laws of the State of New York or any of its successors or its successors to its functions hereunder (the "Depository") will act as securities depository for the Certificates, and to this end:

The Certificates shall be initially issued and, so long as they remain in book entry form only (the "Book Entry Only Period"), shall at all times be in the form of a separate single fully registered Certificate for each maturity of the Certificates; and for purposes of complying with this requirement under paragraphs 5 and 10 Authorized Denominations for any Certificate shall be deemed to be limited during the Book Entry Only Period to the outstanding principal amount of that Certificate.

Upon initial issuance, ownership of the Certificates shall be registered in a bond register maintained by the Registrar (as hereinafter defined) in the name of CEDE & CO., as the nominee (it or any nominee of the existing or a successor Depository, the "Nominee").

With respect to the Certificates neither the City nor the Registrar shall have any responsibility or obligation to any broker, dealer, bank, or any other financial institution for which the Depository holds Certificates as securities depository (the "Participant") or the person for which a Participant holds an interest in the Certificates shown on the books and records of the Participant (the "Beneficial Owner"). Without limiting the immediately preceding sentence, neither the City, nor the Registrar, shall have any such responsibility or obligation with respect to (A) the accuracy of the records of the Depository, the Nominee or any Participant with respect to any ownership interest in the Certificates, or (B) the delivery to any Participant, any Owner or any other person, other than the Depository, of any notice with respect to the Certificates, including any notice of redemption, or (C) the payment to any Participant, any Beneficial Owner or any other person, other than the Depository, of any amount with respect to the principal of or premium, if any, or interest on the Certificates, or (D) the consent given or other action taken by the Depository as the Register Holder of any Certificates (the "Holder"). For purposes of securing the vote or consent of any Holder under this Resolution, the City may, however, rely upon an omnibus proxy under which the Depository assigns its consenting or voting rights to certain Participants to whose accounts the Certificates are credited on the record date identified in a listing attached to the omnibus proxy.

The City and the Registrar may treat as and deem the Depository to be the absolute owner of the Certificates for the purpose of payment of the principal of and premium, if any, and interest on the Certificates, for the purpose of giving notices of redemption and other matters with respect to the Certificates, for the purpose of obtaining any consent or other action to be taken by Holders for the purpose of registering transfers with respect to such Certificates, and for all purpose whatsoever. The Registrar, as paying agent hereunder, shall pay all principal of

and premium, if any, and interest on the Certificates only to or upon the Holder of the Holders of the Certificates as shown on the bond register, and all such payments shall be valid and effective to fully satisfy and discharge the City's obligations with respect to the principal of and premium, if any, and interest on the Certificates to the extent of the sum or sums so paid.

Upon delivery by the Depository to the Registrar of written notice to the effect that the Depository has determined to substitute a new Nominee in place of the existing Nominee, and subject to the transfer provisions in paragraph 10, references to the Nominee hereunder shall refer to such new Nominee.

So long as any Certificate is registered in the name of a Nominee, all payments with respect to the principal of and premium, if any, and interest on such Certificate and all notices with respect to such Certificate shall be made and given, respectively, by the Registrar or City, as the case may be, to the Depository as provided in the Letter of Representations to the Depository required by the Depository as a condition to its acting as book-entry Depository for the Certificates (said Letter of Representations, together with any replacement thereof or amendment or substitute thereto, including any standard procedures or policies referenced therein or applicable thereto respecting the procedures and other matters relating to the Depository's role as book-entry Depository for the Certificates, collectively hereinafter referred to as the "Letter of Representations").

All transfers of beneficial ownership interests in each Certificate issued in book-entry form shall be limited in principal amount to Authorized Denominations and shall be effected by procedures by the Depository with the Participants for recording and transferring the ownership of beneficial interests in such Certificates.

In connection with any notice or other communication to be provided to the Holders pursuant to this Resolution by the City or Registrar with respect to any consent or other action to be taken by Holders, the Depository shall consider the date of receipt of notice requesting such consent or other action as the record date for such consent or other action; provided, that the City or the Registrar may establish a special record date for such consent or other action. The City or the Registrar shall, to the extent possible, give the Depository notice of such special record date not less than 15 calendar days in advance of such special record date to the extent possible.

Any successor Registrar in its written acceptance of its duties under this Resolution and any paying agency/bond registrar agreement, shall agree to take any actions necessary from time to time to comply with the requirements of the Letter of Representations.

Termination of Book-Entry Only System. Discontinuance of a particular Depository's services and termination of the book-entry only system may be effected as follows:

The Depository may determine to discontinue providing its services with respect to the Certificates at any time by giving written notice to the City and discharging its responsibilities with respect thereto under applicable law. The City may terminate the services of the Depository with respect to the Certificate if it determines that the Depository is no longer able to carry out its functions as securities depository or the continuation of the system of book-entry transfers through the Depository is not in the best interests of the City or the Beneficial Owners.

Upon termination of the services of the Depository as provided in the preceding paragraph, and if no substitute securities depository is willing to undertake the functions of the Depository hereunder can be found which, in the opinion of the City, is willing and able to assume such functions upon reasonable or customary terms, or if the City determines that it is in the best interests of the City or the Beneficial Owners of the Certificate that the Beneficial Owners be able to obtain certificates for the Certificates, the Certificates shall no longer be registered as being registered in the bond register in the name of the Nominee, but may be

registered in whatever name or names the Holder of the Certificates shall designate at that time, in accordance with paragraph 10. To the extent that the Beneficial Owners are designated as the transferee by the Holders, in accordance with paragraph 10, the Certificates will be delivered to the Beneficial Owners.

Nothing in this subparagraph (c) shall limit or restrict the provisions of paragraph 10.

Letter of Representations. The provisions in the Letter of Representations are incorporated herein by reference and made a part of the resolution, and if and to the extent any such provisions are inconsistent with the other provisions of this resolution, the provisions in the Letter of Representations shall control.

Purpose. The Certificates shall provide funds to finance the Equipment. The total cost of the Equipment, which shall include all costs enumerated in Minnesota Statutes, Section 475.65, is estimated to be at least equal to the amount of the Certificates.

Interest. The Certificates shall bear interest payable semiannually on February 1 and August 1 of each year (each, an "Interest Payment Date"), commencing August 1, 2013, calculated on the basis of a 360-day year of twelve 30-day months, at the respective rates per annum set forth opposite the maturity dates as follows:

<u>Maturity Year</u>	<u>Interest Rate</u>
2014	%
2015	
2016	
2017	
2019	
2019	
2020	
2021	

Redemption. All Certificates maturing on February 1, 2021, and thereafter, shall be subject to redemption and prepayment at the option of the City on February 1, 2020, and on any date thereafter at a price of par plus accrued interest. Redemption may be in whole or in part of the Certificates subject to prepayment. If redemption is in part, the maturities and the principal amounts within each maturity to be redeemed shall be determined by the City; and if only part of the Certificates having a common maturity date are called for prepayment, the specific Certificates to be prepaid shall be chosen by lot by the Registrar. Certificates or portions thereof called for redemption shall be due and payable on the redemption date, and interest thereon shall cease to accrue from and after the redemption date. Mailed notice of redemption shall be given to the paying agent and to each affected registered holder of the Certificates.

To effect a partial redemption of Certificates having a common maturity date, the Registrar prior to giving notice of redemption shall assign to each Certificate having a common maturity date a distinctive number for each \$5,000 of the principal amount of such Certificate. The Registrar shall then select by lot, using such method of selection as it shall deem proper in its discretion, from the numbers so assigned to such Certificates, as many numbers as, at \$5,000 for each number, shall equal the principal amount of such Certificates to be redeemed. The Certificates to be redeemed shall be the Certificates to which were assigned numbers so selected; provided, however, that only so much of the principal amount of each such Certificate of a denomination of more than \$5,000 shall be redeemed as shall equal \$5,000 for each number assigned to it and so selected. If a Bond is to be redeemed only in part, it shall be surrendered to the Registrar (with, if the City or Registrar so requires, a written instrument of transfer in form satisfactory to the City and Registrar duly executed by the Holder thereof or the Holder's attorney duly authorized in writing) and the City shall execute (if necessary) and the Registrar shall authenticate and deliver to the Holder of the Certificate, without service charge, a

new Certificate or Certificates having the same stated maturity and interest rate and of any Authorized Denomination or Denominations, as requested by the Holder, in aggregate principal amount equal to and in exchange for the unredeemed portion of the principal of the Certificate so surrendered.

Registrar. Northland Trust Services, Inc., in Minneapolis, Minnesota, is appointed to act as registrar and transfer agent with respect to the Certificates (the "Registrar"), and shall do so unless and until a successor Registrar is duly appointed, all pursuant to any contract the City and Registrar shall execute which is consistent herewith. The Registrar shall also serve as paying agent unless and until a successor paying agent is duly appointed. Principal and interest on the Certificates shall be paid to the registered holders (or record holders) of the Certificates in the manner set forth in the form of Certificate and paragraph 12.

Form of Certificate. The Certificates, together with the Registrar's Certificate of Authentication, the form of Assignment and the registration information thereon, shall be in substantially the following form:

UNITED STATES OF AMERICA  
STATE OF MINNESOTA  
NICOLLET COUNTY  
CITY OF SAINT PETER

R-\_\_\_\_\_ \$\_\_\_\_\_

GENERAL OBLIGATION EQUIPMENT CERTIFICATE, SERIES 2013A

<u>Interest Rate</u>	<u>Maturity Date</u>	<u>Date of Original Issue</u>	<u>CUSIP</u>
___%	February 1, 20__	April 1, 2013	

REGISTERED OWNER: CEDE & CO.

PRINCIPAL AMOUNT:

THE CITY OF SAINT PETER, NICOLLET COUNTY, MINNESOTA (the "Issuer"), certifies that it is indebted and for value received promises to pay to the registered owner specified above, or registered assigns, in the manner hereinafter set forth, the principal amount specified above, on the maturity date specified above, unless called for earlier redemption, and to pay interest thereon semiannually on February 1 and August 1 of each year (each, an "Interest Payment Date"), commencing August 1, 2013, at the rate per annum specified above (calculated on the basis of a 360-day year of twelve 30-day months) until the principal sum is paid or has been provided for. This Certificate will bear interest from the most recent Interest Payment Date to which interest has been paid or, if no interest has been paid, from the date of original issue hereof. The principal of and premium, if any, on this Certificate are payable upon presentation and surrender hereof at the principal office of Northland Trust Services, Inc., in Minneapolis, Minnesota (the "Registrar"), acting as paying agent, or any successor paying agent duly appointed by the Issuer. Interest on this Certificate will be paid on each Interest Payment Date by check or draft mailed to the person in whose name this Certificate is registered (the "Holder") on the registration books of the Issuer maintained by the Registrar and at the address appearing thereon at the close of business on the fifteenth day of the calendar month next preceding such Interest Payment Date (the "Regular Record Date"). Any interest not so timely paid shall cease to be payable to the person who is the Holder hereof as of the Regular Record Date, and shall be payable to the person who is the Holder hereof at the close of business on a date (the "Special Record Date") fixed by the Registrar whenever money becomes available for payment of the defaulted interest. Notice of the Special Record Date shall be given to Holders not less than ten days prior to the Special Record Date. The principal of and premium, if any, and interest on this Certificate are payable in lawful money of the United

States of America. So long as this Certificate is registered in the name of the Depository or its Nominee as provided in the Resolution hereinafter described, and as those terms are defined therein, payment of principal of, premium, if any, and interest on this Certificate and notice with respect thereto shall be made as provided in the Letter of Representations, as defined in the Resolution. Until termination of the book-entry only system pursuant to the Resolution, Certificates may only be registered in the name of the Depository or its Nominee.

Redemption. The Certificates of this issue (the "Certificates") maturing on February 1, 2021, and thereafter, are subject to redemption and prepayment at the option of the Issuer on February 1, 2020, and on any date thereafter at a price of par plus accrued interest. Redemption may be in whole or in part of the Certificates subject to prepayment. If redemption is in part, the maturities and the principal amounts within each maturity to be redeemed shall be determined by the Issuer; and if only part of the Certificates having a common maturity date are called for prepayment, the specific Certificates to be prepaid shall be chosen by lot by the Registrar. Certificates or portions thereof called for redemption shall be due and payable on the redemption date, and interest thereon shall cease to accrue from and after the redemption date. Mailed notice of redemption shall be given to the paying agent and to each affected Holder of the Certificates prior to the date fixed for redemption.

Prior to the date on which any Certificate or Certificates are directed by the Issuer to be redeemed in advance of maturity, the Issuer will cause notice of the call thereof for redemption identifying the Certificates to be redeemed to be mailed to the Registrar and all Certificate holders, at the addresses shown on the Register. All Certificates so called for redemption will cease to bear interest on the specified redemption date, provided funds for their redemption have been duly deposited.

Selection of Certificates for Redemption; Partial Redemption. To effect a partial redemption of Certificates having a common maturity date, the Registrar shall assign to each Certificate having a common maturity date a distinctive number for each \$5,000 of the principal amount of such Certificate. The Registrar shall then select by lot, using such method of selection as it shall deem proper in its discretion, from the numbers assigned to the Certificates, as many numbers as, at \$5,000 for each number, shall equal the principal amount of such Certificates to be redeemed. The Certificates to be redeemed shall be the Certificates to which were assigned numbers so selected; provided, however, that only so much of the principal amount of such Certificate of a denomination of more than \$5,000 shall be redeemed as shall equal \$5,000 for each number assigned to it and so selected. If a Certificate is to be redeemed only in part, it shall be surrendered to the Registrar (with, if the Issuer or Registrar so requires, a written instrument of transfer in form satisfactory to the Issuer and Registrar duly executed by the Holder thereof or the Holder's attorney duly authorized in writing) and the Issuer shall execute (if necessary) and the Registrar shall authenticate and deliver to the Holder of such Certificate, without service charge, a new Certificate or Certificates of the same series having the same stated maturity and interest rate and of any Authorized Denomination or Denominations, as requested by such Holder, in aggregate principal amount equal to and in exchange for the unredeemed portion of the principal of the Certificate so surrendered.

Issuance; Purpose; General Obligation. This Certificate is one of an issue in the total principal amount of \$730,000, all of like date of original issue and tenor, except as to number, maturity, interest rate, denomination and redemption privilege issued pursuant to and in full conformity with the Constitution and laws of the State of Minnesota and pursuant to a resolution adopted by the City Council on March 25, 2013 (the "Resolution"), for the purpose of providing money to finance the purchase of various items of capital equipment for the Issuer. This Certificate is payable out of the General Obligation Equipment Certificates, Series 2013A Fund of the Issuer. This Certificate constitutes a general obligation of the Issuer and to provide moneys for the prompt and full payment of its principal, premium, if any, and interest when the same become due, the full faith and credit and taxing powers of the Issuer have been and are hereby irrevocably pledged.

Denominations; Exchange; Resolution. The Certificates are issuable solely in fully registered form in Authorized Denominations (as defined in the Resolution) and are exchangeable for fully registered Certificates of other Authorized Denominations in equal aggregate principal amounts at the principal office of the Registrar, but only in the manner and subject to the limitations provided in the Resolution. Reference is hereby made to the Resolution for a description of the rights and duties of the Registrar. Copies of the Resolution are on file in the principal office of the Registrar.

Transfer. This Certificate is transferable by the Holder in person or by the Holder's attorney duly authorized in writing at the principal office of the Registrar upon presentation and surrender hereof to the Registrar, all subject to the terms and conditions provided in the Resolution and to reasonable regulations of the Issuer contained in any agreement with the Registrar. Thereupon the Issuer shall execute and the Registrar shall authenticate and deliver, in exchange for this Certificate, one or more new fully registered Certificates in the name of the transferee (but not registered in blank or to "bearer" or similar designation), of an Authorized Denomination or Denominations, in aggregate principal amount equal to the principal amount of this Certificate, of the same maturity and bearing interest at the same rate.

Fees upon Transfer or Loss. The Registrar may require payment of a sum sufficient to cover any tax or other governmental charge payable in connection with the transfer or exchange of this Certificate and any legal or unusual costs regarding transfers and lost Certificates.

Treatment of Registered Owners. The Issuer and Registrar may treat the person in whose name this Certificate is registered as the owner hereof for the purpose of receiving payment as herein provided (except as otherwise provided herein with respect to the Record Date) and for all other purposes, whether or not this Certificate shall be overdue, and neither the Issuer nor the Registrar shall be affected by notice to the contrary.

Authentication. This Certificate shall not be valid or become obligatory for any purpose or be entitled to any security unless the Certificate of Authentication hereon shall have been executed by the Registrar.

Qualified Tax-Exempt Obligation. This Certificate has been designated by the Issuer as a "qualified tax-exempt obligation" for purposes of Section 265(b)(3) of the Internal Revenue Code of 1986, as amended.

IT IS HEREBY CERTIFIED AND RECITED that all acts, conditions and things required by the Constitution, laws of the State of Minnesota to be done, to happen and to be performed, precedent to and in the issuance of this Certificate, have been done, have happened and have been performed, in regular and due form, time and manner as required by law, and that this Certificate, together with all other debts of the Issuer outstanding on the date of original issue hereof and the date of its issuance and delivery to the original purchaser, does not exceed any constitutional or statutory limitation of indebtedness.

IN WITNESS WHEREOF, the City of Saint Peter, Nicollet County, Minnesota, by its City Council has caused this Certificate to be executed on its behalf by the facsimile signatures of its Mayor and its City Administrator, the corporate seal of the Issuer having been intentionally omitted as permitted by law.

Date of Registration:

Registrable by: NORTHLAND TRUST SERVICES, INC.

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Payable at: NORTHLAND TRUST SERVICES, INC.



REGISTRAR'S CERTIFICATE  
OF AUTHENTICATION

CITY OF SAINT PETER, NICOLLET COUNTY,  
MINNESOTA

This Certificate is one of the  
Certificates described in the  
Resolution mentioned within.

/s/ Facsimile  
Mayor

Northland Trust Services, Inc.  
Minneapolis, Minnesota  
Registrar

/s/ Facsimile  
Administrator

By \_\_\_\_\_  
Authorized Signature

ABBREVIATIONS

The following abbreviations, when used in the inscription on the face of this Certificate, shall be construed as though they were written out in full according to applicable laws or regulations:

TEN COM - as tenants in common

TEN ENT - as tenants by the entireties

JT TEN - as joint tenants with right of survivorship  
and not as tenants in common

UTMA - \_\_\_\_\_ as custodian for \_\_\_\_\_ under the \_\_\_\_\_ Uniform  
(Cust) (Minor) (State)  
Transfers to Minors Act

Additional abbreviations may also be used though not in the above list.

ASSIGNMENT

For value received, the undersigned hereby sells, assigns and transfers unto \_\_\_\_\_ the within Certificate and does hereby irrevocably constitute and appoint \_\_\_\_\_ attorney to transfer the Certificate on the books kept for the registration thereof, with full power of substitution in the premises.

Dated: \_\_\_\_\_

Notice: \_\_\_\_\_  
The assignor's signature to this assignment must correspond with the name as it appears upon the face of the within Certificate in every particular, without alteration or any change whatever.

Signature Guaranteed: \_\_\_\_\_

Signature(s) must be guaranteed by a national bank or trust company or by a brokerage firm having a membership in one of the major stock exchanges or any other "Eligible Guarantor Institution" as defined in 17 CFR 240.17 Ad-15(a)(2).

The Registrar will not effect transfer of this Certificate unless the information concerning the transferee requested below is provided.

Name and Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(Include information for all joint owners if the Certificate is held by joint account.)

**PREPAYMENT SCHEDULE**

This Certificate has been prepaid in part on the date(s) and in the amount(s) as follows:

<u>Date</u>	<u>Amount</u>	<u>Authorized Signature of Holder</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

**Execution; Temporary Certificates.** The Certificates shall be in typewritten form, shall be executed on behalf of the City by the signatures of its Mayor and Administrator and be sealed with the seal of the City; provided, as permitted by law, both signatures may be photocopied facsimiles and the corporate seal has been omitted. In the event of disability or resignation or other absence of either officer, the Certificates may be signed by the manual or facsimile signature of the officer who may act on behalf of the absent or disabled officer. In case either officer whose signature or facsimile of whose signature shall appear on the Certificates shall cease to be such officer before the delivery of the Certificates, the signature or facsimile shall nevertheless be valid and sufficient for all purposes, the same as if the officer had remained in office until delivery.

**Authentication.** No Certificate shall be valid or obligatory for any purpose or be entitled to any security or benefit under this resolution unless a Certificate of Authentication on such Certificate, substantially in the form hereinabove set forth, shall have been duly executed by an authorized representative of the Registrar. Certificates of Authentication on different Certificates need not be signed by the same person. The Registrar shall authenticate the signatures of officers of the City on each Certificate by execution of the Certificate of Authentication on the Certificate and by inserting as the date of registration in the space provided the date on which the Certificate is authenticated, except that for purposes of delivering the original Certificates to the Purchaser, the Registrar shall insert as a date of registration the date of original issue of April 1, 2013. The Certificate of Authentication so executed on each Certificate shall be conclusive evidence that it has been authenticated and delivered under this resolution.

**Registration; Transfer; Exchange.** The City will cause to be kept at the principal office of the Registrar a certificate register in which, subject to such reasonable regulations as the Registrar may prescribe, the Registrar shall provide for the registration of Certificates and the registration of transfers of Certificates entitled to be registered or transferred as herein provided.

Upon surrender for transfer of any Certificate at the principal office of the Registrar, the City shall execute (if necessary), and the Registrar shall authenticate, insert the date of registration (as provided in paragraph 9) of, and deliver, in the name of the designated transferee or transferees, one or more new Certificates of any Authorized Denomination or Denominations of a like aggregate principal amount, having the same stated maturity and interest rate, as requested by the transferor; provided, however, that no Certificate may be registered in blank or in the name of "bearer" or similar designation.

At the option of the Holder, Certificates may be exchanged for Certificates of any Authorized Denomination or Denominations of a like aggregate principal amount and stated

maturity, upon surrender of the Certificates to be exchanged at the principal office of the Registrar. Whenever any Certificates are so surrendered for exchange, the City shall execute (if necessary), and the Registrar shall authenticate, insert the date of registration of, and deliver the Certificates which the Holder making the exchange is entitled to receive.

All Certificates surrendered upon any exchange or transfer provided for in this resolution shall be promptly canceled by the Registrar and thereafter disposed of as directed by the City.

All Certificates delivered in exchange for or upon transfer of Certificates shall be valid general obligations of the City evidencing the same debt, and entitled to the same benefits under this resolution, as the Certificates surrendered for such exchange or transfer.

Every Certificate presented or surrendered for transfer or exchange shall be duly endorsed or be accompanied by a written instrument of transfer, in form satisfactory to the Registrar, duly executed by the Holder thereof or the Holder's attorney duly authorized in writing.

The Registrar may require payment of a sum sufficient to cover any tax or other governmental charge payable in connection with the transfer or exchange of any Certificate and any legal or unusual costs regarding transfers and lost Certificates.

Transfers shall also be subject to reasonable regulations of the City contained in any agreement with the Registrar, including regulations which permit the Registrar to close its transfer books between record dates and payment dates. The City Administrator is hereby authorized to negotiate and execute the terms of said agreement.

Rights Upon Transfer or Exchange. Each Certificate delivered upon transfer of or in exchange for or in lieu of any other Certificate shall carry all the rights to interest accrued and unpaid, and to accrue, which were carried by such other Certificate.

Interest Payment; Record Date. Interest on any Certificate shall be paid on each Interest Payment Date by check or draft mailed to the person in whose name the Certificate is registered (the "Holder") on the registration books of the City maintained by the Registrar and at the address appearing thereon at the close of business on the fifteenth day of the calendar month next preceding such Interest Payment Date (the "Regular Record Date"). Any such interest not so timely paid shall cease to be payable to the person who is the Holder thereof as of the Regular Record Date, and shall be payable to the person who is the Holder thereof at the close of business on a date (the "Special Record Date") fixed by the Registrar whenever money becomes available for payment of the defaulted interest. Notice of the Special Record Date shall be given by the Registrar to the Holders not less than ten days prior to the Special Record Date.

Treatment of Registered Owner. The City and Registrar may treat the person in whose name any Certificate is registered as the owner of such Certificate for the purpose of receiving payment of principal of and premium, if any, and interest (subject to the payment provisions in paragraph 12) on, such Certificate and for all other purposes whatsoever whether or not such Certificate shall be overdue, and neither the City nor the Registrar shall be affected by notice to the contrary.

Delivery; Application of Proceeds. The Certificates when so prepared and executed shall be delivered by the City Finance Director to the Purchaser upon receipt of the purchase price, and the Purchaser shall not be obliged to see to the proper application thereof.

Fund and Accounts. There is hereby created a special fund to be designated the "General Obligation Equipment Certificates, Series 2013A Fund" (the "Fund") to be administered and maintained by the Finance Director as a bookkeeping account separate and apart from all other funds maintained in the official financial records of the City. The Fund shall be maintained in the

manner herein specified until all of the Certificates and the interest thereon have been fully paid. There shall be maintained in the Fund the following separate accounts:

Capital Account. To the Capital Account there shall be credited the proceeds of the sale of the Certificates. From the Capital Account there shall be paid all costs and expenses of the acquisition of the Equipment including all costs incurred and to be incurred of the kind authorized in Minnesota Statutes, Section 475.65; and the moneys in the Capital Account shall be used for no other purpose except as otherwise provided by law; provided that the proceeds of the Certificates may also be used to the extent necessary to pay interest on the Certificates due prior to the anticipated date of commencement of the collection of taxes herein levied.

Debt Service Account. There are hereby irrevocably appropriated and pledged to, and there shall be credited to, the Debt Service Account: (i) all taxes herein and hereafter levied for the payment of the Certificates; (ii) all funds remaining in the Capital Account after the payment of all costs of acquisition of the Equipment; (iii) all investment earnings on funds held in the Debt Service Account; and (iv) any and all other moneys which are properly available and are appropriated by the governing body of the City to the Debt Service Account. The Debt Service Account shall be used solely to pay the principal and interest of the Certificates and any other general obligation certificates of the City hereafter issued by the City and made payable from said account as provided by law.

No portion of the proceeds of the Certificates shall be used directly or indirectly to acquire higher yielding investments or to replace funds which were used directly or indirectly to acquire higher yielding investments, except (i) for a reasonable temporary period until such proceeds are needed for the purpose for which the Certificates were issued and (ii) in addition to the above in an amount not greater than the lesser of five percent of the proceeds of the Certificates or \$100,000. To this effect, any proceeds of the Certificates and any sums from time to time held in the Capital Account or Debt Service Account (or any other City account which will be used to pay principal or interest to become due on the certificates payable therefrom) in excess of amounts which under then-applicable federal arbitrage regulations may be invested without regard to yield shall not be invested at a yield in excess of the applicable yield restrictions imposed by said arbitrage regulations on such investments after taking into account any applicable "temporary periods" or "minor portion" made available under the federal arbitrage regulations. Money in the Fund shall not be invested in obligations or deposits issued by, guaranteed by or insured by the United States or any agency or instrumentality thereof if and to the extent that such investment would cause the Certificates to be "federally guaranteed" within the meaning of Section 149(b) of the Internal Revenue Code of 1986, as amended (the "Code").

Tax Levy; Coverage Test. To provide moneys for payment of the principal and interest on the Certificates there is hereby levied upon all of the taxable property in the City a direct annual ad valorem tax which shall be spread upon the tax rolls and collected with and as part of other general property taxes in the City for the years and in the amounts as follows:

<u>Year of Tax Levy</u>	<u>Year of Tax Collection</u>	<u>Amount</u>
2013-2019	2014-2020	\$ _____

The tax levies are such that if collected in full they, together with other revenues herein pledged for the payment of the Certificates, will produce at least five percent in excess of the amount needed to meet when due the principal and interest payments on the Certificates. The tax levies shall be irrevocable so long as any of the Certificates are outstanding and unpaid, provided that the City reserves the right and power to reduce the levies in the manner and to the extent permitted by Minnesota Statutes, Section 475.61, Subdivision 3.

Defeasance. When all Certificates have been discharged as provided in this paragraph, all pledges, covenants and other rights granted by this resolution to the registered holders of the Certificates shall cease. The City may discharge its obligations with respect to any Certificates which are due on any date by irrevocably depositing with the Registrar on or before that date a

sum sufficient for the payment thereof in full; or if any Certificate should not be paid when due, it may nevertheless be discharged by depositing with the Registrar a sum sufficient for the payment thereof in full with interest accrued to the date of such deposit. The City may also discharge its obligations with respect to any prepayable Certificates called for redemption on any date when they are prepayable according to their terms, by depositing with the Registrar on or before that date a sum sufficient for the payment thereof in full, provided that notice of redemption thereof has been duly given. The City may also at any time discharge its obligations with respect to any Certificates, subject to the provisions of law now or hereafter authorizing and regulating such action, by depositing irrevocably in escrow, with a suitable banking institution qualified by law as an escrow agent for this purpose, cash or securities described in Minnesota Statutes, Section 475.67, Subdivision 8, bearing interest payable at such times and at such rates and maturing on such dates as shall be required, without regard to sale and/or reinvestment, to pay all amounts to become due thereon to maturity or, if notice of redemption as herein required has been duly provided for, to such earlier redemption date.

Compliance with Reimbursement Bond Regulations. The provisions of this paragraph are intended to establish and provide for the City's compliance with United States Treasury Regulations Section 1.150-2 (the "Reimbursement Regulations") applicable to the "reimbursement proceeds" of the Certificates, being those portions thereof which will be used by the City to reimburse itself for any expenditure which the City paid or will have paid prior to the Closing Date (a "Reimbursement Expenditure").

The City hereby certifies and/or covenants as follows:

Not later than sixty days after the date of payment of a Reimbursement Expenditure, the City (or person designated to do so on behalf of the City) has made or will have made a written declaration of the City's official intent (a "Declaration") which effectively (i) states the City's reasonable expectation to reimburse itself for the payment of the Reimbursement Expenditure out of the proceeds of a subsequent borrowing; (ii) gives a general and functional description of the property, project or program to which the Declaration relates and for which the Reimbursement Expenditure is paid, or identifies a specific fund or account of the City and the general functional purpose thereof from which the Reimbursement Expenditure was to be paid (collectively the "Project"); and (iii) states the maximum principal amount of debt expected to be issued by the City for the purpose of financing the Project; provided, however, that no such Declaration shall necessarily have been made with respect to: (i) "preliminary expenditures" for the Project, defined in the Reimbursement Regulations to include engineering or architectural, surveying and soil testing expenses and similar prefatory costs, which in the aggregate do not exceed twenty percent of the "issue price" of the Certificates, and (ii) a de minimis amount of Reimbursement Expenditures not in excess of the lesser of \$100,000 or five percent of the proceeds of the Certificates.

Each Reimbursement Expenditure is a capital expenditure or a cost of issuance of the Certificates or any of the other types of expenditures described in Section 1.150-2(d)(3) of the Reimbursement Regulations.

The "reimbursement allocation" described in the Reimbursement Regulations for each Reimbursement Expenditure shall and will be made forthwith following (but not prior to) the issuance of the Certificates and in all events within the period ending on the date which is the later of three years after payment of the Reimbursement Expenditure or one year after the date on which the Project to which the Reimbursement Expenditure relates is first placed in service.

Each such reimbursement allocation will be made in a writing that evidences the City's use of bond proceeds to reimburse the Reimbursement Expenditure and, if made within thirty days after the Certificates are issued, shall be treated as made on the day the Certificates are issued.

Provided, however, that the City may take action contrary to any of the foregoing covenants in this paragraph upon receipt of an opinion of its Bond Counsel for the Certificates stating in effect that such action will not impair the tax-exempt status of the Certificates.

General Obligation Pledge. For the prompt and full payment of the principal and interest on the Certificates, as the same respectively become due, the full faith, credit and taxing powers of the City shall be and are hereby irrevocably pledged. If the balance in the Debt Service Account is ever insufficient to pay all principal and interest then due on the Certificates and any other certificates payable therefrom, the deficiency shall be promptly paid out of any other funds of the City which are available for such purpose, and such other funds may be reimbursed with or without interest from the Debt Service Account when a sufficient balance is available therein.

Certificate of Registration. A certified copy of this resolution is hereby directed to be filed with the County Auditor of Nicollet County, together with such other information as the County Auditor shall require and there shall be obtained from the County Auditor a certificate that the Certificates have been entered in the Bond Register and that the tax levy required by law has been made.

Continuing Disclosure. The City is the sole obligated person with respect to the Certificates. The City hereby agrees, in accordance with the provisions of Rule 15c2-12 (the "Rule"), promulgated by the Securities and Exchange Commission (the "Commission") pursuant to the Securities Exchange Act of 1934, as amended, and a Continuing Disclosure Undertaking (the "Undertaking") hereinafter described to:

Provide or cause to be provided to the Municipal Securities Rulemaking Board (the "MSRB") by filing at [www.emma.msrb.org](http://www.emma.msrb.org) in accordance with the Rule, certain annual financial information and operating data in accordance with the Undertaking. The City reserves the right to modify from time to time the terms of the Undertaking as provided therein.

Provide or cause to be provided to the MSRB notice of the occurrence of certain events with respect to the Certificates in not more than ten (10) business days after the occurrence of the event, in accordance with the Undertaking.

Provide or cause to be provided to the MSRB notice of a failure by the City to provide the annual financial information with respect to the City described in the Undertaking, in not more than ten (10) business days following such amendment.

The City agrees that its covenants pursuant to the Rule set forth in this paragraph and in the Undertaking is intended to be for the benefit of the Holders of the Certificates and shall be enforceable on behalf of such Holders; provided that the right to enforce the provisions of these covenants shall be limited to a right to obtain specific enforcement of the City's obligations under the covenants.

The Mayor and Administrator of the City, or any other officer of the City authorized to act in their place (the "Officers") are hereby authorized and directed to execute on behalf of the City the Undertaking in substantially the form presented to the City Council subject to such modifications thereof or additions thereto as are (i) consistent with the requirements under the Rule, (ii) required by the Purchaser of the Certificates, and (iii) acceptable to the Officers.

Records and Certificates. The officers of the City are hereby authorized and directed to prepare and furnish to the Purchaser, and to the attorneys approving the legality of the issuance of the Certificates, certified copies of all proceedings and records of the City relating to the Certificates and to the financial condition and affairs of the City, and such other affidavits, certificates and information as are required to show the facts relating to the legality and marketability of the Certificates as the same appear from the books and records under their custody and control or as otherwise known to them, and all such certified copies, certificates and affidavits, including

any heretofore furnished, shall be deemed representations of the City as to the facts recited therein.

Negative Covenant as to Use of Proceeds and Equipment. The City hereby covenants not to use the proceeds of the Certificates or the equipment financed thereby, or to cause or permit them to be used, or to enter into any deferred payment arrangements for the cost of the equipment, in such a manner as to cause the Certificates to be "private activity bonds" within the meaning of Sections 103 and 141 through 150 of the Code.

Tax-Exempt Status of the Certificates and Rebate. The City shall comply with requirements necessary under the Code to establish and maintain the exclusion from gross income under Section 103 of the Code of the interest on the Certificates, including without limitation (i) requirements relating to temporary periods for investments, (ii) limitations on amounts invested at a yield greater than the yield on the Certificates, and (iii) the rebate of excess investment earnings to the United States if the Certificates (together with other obligations reasonably expected to be issued and outstanding at one time in this calendar year) exceed the small issuer exception amount of \$5,000,000.

For purposes of qualifying for the small issuer exception to the federal arbitrage rebate requirements for governmental units issuing \$5,000,000 or less of bonds, the City hereby finds, determines and declares that (i) the Certificates are issued by a governmental unit with general taxing powers; (ii) no Certificate is a private activity bond; (iii) ninety five percent or more of the net proceeds of the Certificates are to be used for local governmental activities of the City (or of a governmental unit the jurisdiction of which is entirely within the jurisdiction of the City); and (iv) the aggregate face amount of all tax exempt bonds (other than private activity bonds) issued by the City (and all entities subordinate to, or treated as one issuer with the City) during the calendar year in which the Certificates are issued and outstanding at one time is not reasonably expected to exceed \$5,000,000, all within the meaning of Section 148(f)(4)(D) of the Code.

Designation of Qualified Tax-Exempt Obligations. In order to qualify the Certificates as "qualified tax-exempt obligations" within the meaning of Section 265(b)(3) of the Code, the City hereby makes the following factual statements and representations:

the Certificates are issued after August 7, 1986;

the Certificates are not "private activity bonds" as defined in Section 141 of the Code;

the City hereby designates the Certificates as "qualified tax-exempt obligations" for purposes of Section 265(b)(3) of the Code;

the reasonably anticipated amount of tax-exempt obligations (other than private activity bonds, treating qualified 501(c)(3) bonds as not being private activity bonds) which will be issued by the City (and all entities treated as one issuer with the City, and all subordinate entities whose obligations are treated as issued by the City) during this calendar year 2013 will not exceed \$10,000,000; and

not more than \$10,000,000 of obligations issued by the City during this calendar year 2013 have been designated for purposes of Section 265(b)(3) of the Code.

The City shall use its best efforts to comply with any federal procedural requirements which may apply in order to effectuate the designation made by this paragraph.

Severability. If any section, paragraph or provision of this resolution shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such section, paragraph or provision shall not affect any of the remaining provisions hereof.

Headings. Headings in this resolution are included for convenience of reference only and are not a part hereof, and shall not limit or define the meaning of any provision hereof.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 25th day of March, 2013.

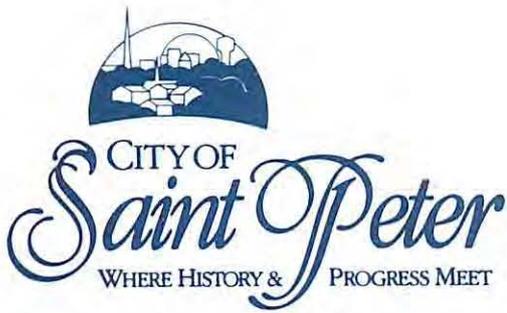
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Timothy Strand  
Mayor

ATTEST:

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Todd Prafke  
City Administrator



## Memorandum

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

**DATE:** March 20, 2013

**FROM:** Todd Prafke  
City Administrator

Paula O'Connell  
Director of Finance

Lewis Giesking  
Director of Public Works

**RE:** 2013 Water Fund – Rates and Budget

### ACTION/RECOMMENDATION

Approve Water Rates and the 2013 Water Fund Budget.

### BACKGROUND

The water fund provides for the operation of the wells/aquifers, water treatment facilities, two water towers and a reservoir, as well as the distribution systems throughout Saint Peter.

With the addition of reverse osmosis treatment, there is increased use of cash for maintenance and operation of the new water plants. We will need to continue the modification of rates to support our new operations and debt obligations.

To meet the financial needs of the water fund in 2013 we are proposing to lower the first tier of water consumption to include only the first 1,000 gallons of water, and to increase fees for water consumed over 1,000 gallons by \$.50/1,000 in April and another \$.25/1,000 in August. The proposed increase also includes a \$.75/1,000 increase for irrigation consumption and a different philosophy of base charges. Greater detail is provided below.

**Base rate based on flow potential:** During the past few years staff has been working on small modifications to our rate structure that we think make sense for our community. The current base rate structure has been in place for at least 25 years. The basis for our charges and user fees has been questioned and it is time to develop a structure that makes sense based on our system demand and flows that are provided to our customers. We would like to see a rate structure put in place that fits with our philosophy based on the amount of flow that could be used by any customer at any time. Please note that we have modified our proposal on the Flow Rate implementation time line as directed by the Council.

**Existing Base Charges:** Currently we charge multi-family accounts a fee per meter along with a 25% of base fee for each additional unit served. In other words, if you have an apartment building with two units, they would pay the base plus 25% of the base fee for the second unit. Each additional unit is also charged an amount equal to 25% of the base fee. We

are planning a modification that changes the methodology of the fee that reflects the capacity of usage of a meter and removes the 25% for multiple units. That modified meter charge will be based on the hydraulic flow capacity rather than an arbitrary 25% of the units supported as an "adder". This is not a means of increasing revenue; rather it is a methodological change in our rate system.

Our current system generally provides for residential (single house) use meters of 1" size or smaller. Those users represent 93% of the meter activity (2,951 water meters out of 3,162 total water meters). Our base charges mainly cover our cost of customer service and provide income of approximately \$39,751 with the 1" and smaller meters accounting for 87% of that income. With additional new debt which funds our new infrastructure, we should evaluate whether the base charge should be calculated to include a portion of debt. The City has certain infrastructure and maintenance costs that may be funded independent of actual water use to reduce volatility in revenues.

**Water System Design:** When a public water supply prepares to serve its customers, there are several considerations which include demand from the users, size of the service requested, fire protection needs and quality of water to be delivered. Each service, when properly sized, can be modeled to determine if the public water purveyor can adequately serve the customer. During street reconstruction projects staff will often bring forward a request to increase a watermain size to accommodate the needs of the area as a matter of timing. In addition, the location and use of our storage facilities (elevated and ground storage) have an impact on our delivery.

Water distribution systems are designed on flow based requirements. This design provides a good planning tool for system growth, but can also be used to assist with design of a rate structure to distribute cost based on the water flow used and the individual demand from a given customer. The cost to expand a distribution system is based on the water flow that is needed to a certain area. Utilities are often the leading indicator of where a community grows.

**Modeling Information:** Below is a flow model table of the water that can be delivered through an open ended pipe with the following criteria similar to that of the water system serving Saint Peter customers.

Water Tower Elevation      1,138 feet above sea level  
 Watermain Length          800 '  
 Service Line Length        10'  
 Pressure at End of Service 60 pounds per square inch (psi)

Pipe Diameter (in)	Material	Roughness Coeff (c)	Flow Rate (gpm)
¾	Copper	125	68
1	Copper	125	140
1.25	Copper	125	250
1.5	Copper	125	405
2	Copper	125	855

3	Ductile Iron	120	2,390
4	Ductile Iron	120	4,490
6	Ductile Iron	120	7,620
8	Ductile Iron	120	8,600
10	Ductile Iron	120	8,870
12	Ductile Iron	120	8,950

Staff will discuss the relationship of meter size and pipe size to water use. Those relationships are proposed to be the basis for a new water base rate.

**Proposed base rate:** The base rate is configured on capacity of flow for each size meter. This proposal will change the base rate of all larger meters as well as remove the 25% of base charges on multiple unit dwellings. It is proposed to phase in the flow structure over two phases to acclimate the users to a higher monthly cost. The attached charts show the increments and amounts proposed for each meter size.

Another goal of rate structuring will be to include a percent of our debt obligation to be collected within the base rate structure.



**Proposed flow rate:**

<u>COMMODITY OUTPUT CHARGE - 5/8" X 3/4" METERS</u> (all residential housing, and Commercial 5/8" x 3/4" )	4/1/13	8/1/13	12/1/13	8/1/14
First 2,000 Gallons used each month \$1.00 per 1,000 gallons	na	na	na	na
First 1,000 Gallons used each month na	\$1.00k	\$1.00k	na	na
Next 8,000 Gallons used each month \$4.45 per 1,000 gallons	na	na	na	na
Next 9,000 Gallons used each month na	\$4.95k	\$5.20k	na	na
10,000 gallons and under used each month na	na	na	\$5.70k	\$6.20k
Over 10,000 Gallons used each month \$4.75 per 1,000 gallons	\$5.25k	\$5.50k	\$6.00k	\$6.50k

<u>COMMODITY OUTPUT CHARGE - 1" AND LARGER METERS</u>				
First 10,000 Gallons used each month \$4.45 per 1,000 gallons	\$4.95k	\$5.20k	\$5.70k	\$6.20k
Over 10,000 Gallons used each month \$4.75 per 1,000 gallons	\$5.25k	\$5.50k	\$6.00k	\$6.50k

<u>IRRIGATION OUTPUT CHARGE - All METERS</u>		<u>(\$ .20 over first 10,000 rate)</u>		
\$4.65 per 1,000 Gallons	\$5.40k	\$5.40k	\$5.90k	\$6.40k

<u>HYDRANT OUTPUT CHARGE</u>				
\$5.70 per 1,000 Gallons	\$6.00k	\$6.00k	\$6.50k	\$7.00k

FIRE SERVICE LINES  
\$2.00 per meter inch and no charge for consumption **This charge will be discontinued as of 4/1/13**

UNIT OF SERVICE **This charge will be discontinued as of 4/1/13**

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 service charge. The surcharge provided for in the rates shall apply to each additional unit on one service pipe with no increase in the amount of flow allowed the minimum charge.

The Minnesota Department of Natural Resources (DNR) guidelines have discouraged a declining block rate structure and it is our plan to continue to work on water rates that promote conservation as we have discussed and worked towards for the last three to five years.

### **2013 Budget Changes:**

- Water rates are proposed to increase for services provided as of the bills due June 15th (April usage). Another increase is proposed to be put in place effective August, 2013. Information regarding the rate increases will be included in the utility bill flyer that is delivered on April 1 and we will also use the Hot Sheet and other information and opportunities to get the word out. In addition, we will contact our largest users to provide personalized data to them.
- The budgeted revenues do not contemplate any increase in revenue because of increased consumption. Another way of saying that is, we do not expect to sell more water to our current customers. The 2013 budget includes sales of \$2,492,720 (including the above recommendations).
- Residential irrigation meters continue to be installed and are required in all new construction. Residential irrigation meters will continue to have no monthly base charge applied.
- The Water Fund transfers 6.5% of sales to the General Fund. This percentage has been in place for a number of years.
- The water fund reserve goal has been discussed and set at \$1.4 million. We will not reach that goal for 2013.
- We have proposed no changes in Water Access Charges (WAC). This charge does not have a significant impact on our budget. The charge is based on a rate philosophy that newcomers should help pay and catch up a bit for the investment previous rate payers made in infrastructure.
- This 2013 budget anticipates capital costs to be funded from reserves of \$164,800 which include improvements for hydrants, water meters, water treatment membranes and other miscellaneous items. There is also a bond issue of \$55,000 anticipated in relationship to the North Third Street Improvements and may include other utility construction expenses.

### **Current Debt issues:**

- G.O. WATER, SEWER IMPROVEMENT REFUNDING BOND - 2004E (1997 imprmts)
  - 2013 Debt Service \$34,025; remaining debt \$0; Final payment 2013
- G.O. WATER & SEWER REVENUE BOND, 2004C (Nicollet Avenue)
  - 2013 Debt Service \$49,467; remaining debt \$47,000; Final payment 2014
- G.O. Water Revenue Refunding Bonds, 2011B (water tower)

- 2013 Debt Service \$120,018; remaining debt \$1,315,000; Final payment 2026
- G.O. Water Revenue Refunding Bonds, 2012C
  - 2013 Debt Service \$77,778; remaining debt \$680,000; Final payment 2023
- PFA G.O. Water Revenue Bonds (2009 treatment facilities)
  - 2013 Debt Service \$704,730; remaining debt \$15,118,000; Final payment 2029
- PFA G.O. Water Revenue Bonds (2009 wells)
  - 2013 Debt Service \$91,322; remaining debt \$1,122,000; Final payment 2028
- \$870,000 Taxable GO utility revenue and TIF Bonds, Series 2010B (2009 imprmts)
  - 2013 Debt Service \$4,675; remaining debt \$18,480; Final payment 2020

**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.
- The rate change proposals are included in the 2013 budget for revenues.
- 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 proposed water rate changes are (service date):

- **April 1, 2013** - lower the first tier of water rates to include only the first 1,000 gallons instead of 2,000 gallons, flow charge to increase (\$.50/1,000) the "under 10,000 gallons" to \$4.95 and "10,000 and over" to \$5.25 per thousand. Irrigation fee to increase \$.75/1,000 to \$5.40 and hydrant usage is proposed to increase (\$.30/1,000) to \$6.00 per thousand.
- **August 1, 2013** – flow charge to increase (\$.25/1,000) the "under 10,000 gallons" to \$5.20 and "10,000 and over" to \$5.50 per thousand.
- **December 1, 2013** - eliminate the 1,000 gallons for \$1.00/1,000, flow charge to increase (\$.50/1,000) the "under 10,000 gallons" to \$5.70 and "10,000 and over" to \$6.00 per thousand. Irrigation fee to increase \$.50/1,000 to \$5.90 and Hydrant usage is proposed to increase (\$.50/1,000) to \$6.50 per thousand.
- **August 1, 2014** - flow charge to increase (\$.50/1,000) the "under 10,000 gallons" to \$6.20 and "10,000 and over" to \$6.50 per thousand. Irrigation fee to increase \$.50/1,000 to \$6.40 and Hydrant usage is proposed to increase (\$.50/1,000) to \$7.00 per thousand.

Base charges will be adjusted in two phases that take effect April and October of 2013.

These changes provide for an additional \$420,000 in revenue to the fund. They also continue to help us move toward meeting the DNR rate structure rules.

The ending fund balance of the water fund in 2013 will be \$869,581 and, as indicated earlier,

our goal fund balance is \$1.400,000. We will continue to monitor this fund closely with the onset of greater debt service and continued fine-tuning of our new operations.

Attached to this memo please find copies of the water budget, capital improvement information, and a water charge comparison for a sample group of customers.

The approval of these budgets will give the City a plan to work toward. Again, the actual purchase or initiation of large projects will be presented individually to the City Council for authorization along with the funding mechanism.

Water Superintendent Moulton assisted with the preparation of this memo.

**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 us should you have any concerns or questions on this agenda item.

TP/PO/LG/bal

Copy of 13entWATER

	B	C	D	E	F	R	S	T	U	V	W	X
236										2013	2014	2015
237						2010	2011	2012	2012	Proposed	Proposed	Proposed
238						Actual	Actual	Budget	Projected	Budget	Budget	Budget
239	Sources of Cash:											
240												
241					Net Income (loss)	(\$936,259)	(\$631,222)	(\$528,009)	(\$766,750)	(\$341,451)	(\$50,317)	\$119,271
242					Add depreciation	479,513	523,904	800,000	971,307	980,000	980,000	980,000
243												
244					Total	(456,746)	(107,318)	271,991	204,557	638,549	929,683	1,099,271
245												
246	Application of cash:											
247												
248					Purchase of fixed assets	(11,523,102)	(428,664)	(825,468)	(761,309)	(219,800)	(758,000)	(1,172,900)
249												
250					Change in assets and liabilities	4,944	(78,193)	0	0	0	0	0
251												
252					Bond Proceeds	12,590,134	600,627	745,000	745,000	55,000	400,000	950,000
253												
254					Principal payments of long-term debt	(157,871)	(269,010)	(520,530)	(520,530)	(623,065)	(594,125)	(892,125)
255												
256					Capital contributed by other sources	0	0	0	0	0	0	0
257												
258					Total	914,105	(175,240)	(600,998)	(536,839)	(787,865)	(952,125)	(1,115,025)
259												
260					Net increase (decrease) in cash	457,359	(282,558)	(329,007)	(332,282)	(149,316)	(22,442)	(15,754)
261												
262												
263					Cash balance - January 1	1,176,378	1,633,737	1,351,179	1,351,179	1,018,897	869,581	847,138
264												
265					Cash balance - December 31							
266					Restricted Cash (Bond Reserve & Project)	\$75,000	\$150,000	\$225,000	\$225,000	\$264,000	\$243,000	\$282,000
267					Unrestricted Cash	\$1,558,737	\$1,201,179	\$797,172	\$793,897	\$605,581	\$604,138	\$549,384
268					Percent of next year operations	58.9%	43.8%	26.9%	26.8%			
269					Percent of same year operations					20.4%	20.2%	18.3%

601-WATER

REVENUES	2009 ACTUAL	2010 ACTUAL	2011 ACTUAL	(----- 2012 -----) CURRENT BUDGET	(----- 2012 -----) Y-T-D ACTUAL	(----- 2012 -----) PROJECTED YEAR END	(----- 2013 -----) REQUESTED BUDGET	(----- 2013 -----) PROPOSED BUDGET
<b>STATE AID/GRANTS</b>								
33422 OTHER STATE GRANTS & AID	2,961,442	756	756	10,273	10,651	10,651	756	
TOTAL STATE AID/GRANTS	2,961,442	756	756	10,273	10,651	10,651	756	
33422 OTHER STATE GRANTS & AID	PERMANENT NOTES: pera aid							
<b>MISCELLANEOUS</b>								
36101 SPECIAL ASSESSMENT PRINCIPAL	59,732	27,545	19,399	25,000	2,717	25,000	25,000	
36102 SPECIAL ASSESSMENT INTEREST	0	0	0	0	0	0	0	
TOTAL MISCELLANEOUS	59,732	27,545	19,399	25,000	2,717	25,000	25,000	
<b>INTEREST INCOME</b>								
36210 INTEREST EARNINGS	13,803	14,437	20,769	20,000	10,848	20,000	16,000	
TOTAL INTEREST INCOME	13,803	14,437	20,769	20,000	10,848	20,000	16,000	
<b>DONATIONS &amp; REFUNDS</b>								
36250 REFUNDS & REIMBURSEMENTS	0	0	0	0	0	0	0	
TOTAL DONATIONS & REFUNDS	0	0	0	0	0	0	0	
<b>WATER SALES</b>								
37110 RES/COM SALES WATER	1,161,951	1,117,903	1,265,406	1,310,000	1,341,400	1,341,400	1,701,838	
37120 BULK SALES WATER	725	543	641	700	799	799	700	
37131 GUSTAVUS ADOLPHUS WATER	215,965	210,461	225,683	270,000	284,214	284,214	323,872	
37132 REGIONAL TREATMENT CENTER WATE	128,165	143,687	126,699	130,215	134,968	134,968	157,708	
37140 WATER SALES TO OTHER PUBLIC AU	29,460	31,702	47,341	60,174	69,106	69,106	89,800	
37141 INTERDEPARTMENTAL WATER SALES	150,704	152,559	278,052	280,000	205,823	205,823	216,400	
37145 SERVICE SALES	1,000	1,000	1,000	1,000	1,000	1,000	1,000	
TOTAL WATER SALES	1,687,971	1,657,855	1,944,821	2,052,089	2,037,310	2,037,310	2,491,318	
<b>WATER FIRE LINES</b>								
37180 FIRE SERVICE LINE	9,024	8,935	8,978	9,180	9,181	9,180	2,295	
37181 FIRE SERVICE SALES TO OTHER PU	288	288	288	288	288	288	72	
37182 INTERDEPARTMENTAL FIRE SERVICE	144	144	144	144	144	144	36	
TOTAL WATER FIRE LINES	9,456	9,367	9,410	9,612	9,613	9,612	2,403	
<b>WATER OTHER</b>								
37150 WATER CONNECTION FEES	525	500	325	500	275	275	500	
37155 WATER ACCESS CHARGE	27,200	39,200	19,900	26,000	26,000	26,000	15,000	
37157 LEASES	0	0	0	35,000	34,842	35,000	32,000	
37160 PENALTY REVENUES	10,081	10,629	11,649	10,400	11,316	11,316	10,500	
37170 MISCELLANEOUS WATER REVENUES	53,621	56,800	128,684	28,000	23,046	28,000	28,000	
TOTAL WATER OTHER	91,427	107,129	160,558	99,900	95,479	100,591	86,000	

37157 LEASES PERMANENT NOTES:

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CITY OF ST. PETER  
 PROPOSED BUDGET WORKSHEET  
 AS OF: DECEMBER 31ST, 2012

601-WATER

REVENUES		2009	2010	2011	(----- 2012 -----)			(----- 2013 -----)	
		ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
At&T and T-mobile tower leases									
<u>FIXED ASSET DISPOSAL</u>									
39101	SALE OF GENERAL FIXED ASSETS	175	23,149	( 138,624)	0	0	0	0	
	TOTAL FIXED ASSET DISPOSAL	175	23,149	( 138,624)	0	0	0	0	
39101	SALE OF GENERAL FIXED ASSETS								
	NEXT YEAR NOTES:								
	sale of jefferson ave property?								
<u>TRANSFER FROM OTHER FUND</u>									
39200	TRANSFERS FROM OTHER FUNDS	27,937	0	0	0	0	0	0	
	TOTAL TRANSFER FROM OTHER FUND	27,937	0	0	0	0	0	0	
<u>CONTRIBUTED ASSETS</u>									
39210	CONTRIBUTED ASSETS	775,000	30,755	0	0	0	0	0	
	TOTAL CONTRIBUTED ASSETS	775,000	30,755	0	0	0	0	0	
<b>TOTAL REVENUES</b>		<b>5,626,944</b>	<b>1,870,993</b>	<b>2,017,090</b>	<b>2,216,874</b>	<b>2,166,619</b>	<b>2,203,164</b>	<b>2,621,477</b>	

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CITY OF ST. PETER  
 PROPOSED BUDGET WORKSHEET  
 AS OF: DECEMBER 31ST, 2012

601-WATER

SOURCE OF SUPPLY

EXPENDITURES

	2009	2010	2011	(----- 2012 -----)	(----- 2013 -----)			
	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
<b>PERSONNEL SERVICES</b>								
49400-100 SOURCE OF SUPPLY WAGES	20,708	20,846	15,522	21,564	20,575	20,575	19,307	
49400-101 SOURCE OF SUPPLY WAGES - T	16	77	1,078	2,050	4,769	4,769	2,050	
49400-102 SOURCE OF SUPPLY WAGES - O	171	267	394	320	0	0	246	
49400-112 SOURCE OF SUPPLY CAR ALLOW	351	360	360	450	360	360	450	
49400-121 SOURCE OF SUPPLY PERA CONT	1,303	1,444	1,239	1,587	1,452	1,452	1,418	
49400-122 SOURCE OF SUPPLY FICA CONT	1,210	1,253	1,144	1,484	1,551	1,551	1,339	
49400-126 SOURCE OF SUPPLY MEDICARE	283	293	268	347	363	363	313	
49400-131 SOURCE OF SUPPLY HEALTH IN	3,517	4,325	2,756	3,362	3,376	3,376	3,619	
49400-132 SOURCE OF SUPPLY DENTAL IN	113	231	223	276	185	185	232	
49400-133 SOURCE OF SUPPLY LIFE INSU	8	8	6	8	6	6	7	
49400-151 SOURCE OF SUPPLY WORKERS C	796	817	709	941	723	723	867	
TOTAL PERSONNEL SERVICES	28,477	29,920	23,700	32,389	33,359	33,360	29,848	
<b>OFFICE EXPENSES</b>								
49400-210 SOURCE OF SUPPLY OPERATING	8	21	0	3,000	78	78	3,000	
49400-211 SOURCE OF SUPPLY MOTOR FUE	1,296	2,135	1,463	4,000	2,828	2,828	4,000	
49400-220 SOURCE OF SUPPLY REPAIR &	0	0	0	2,000	0	0	2,000	
TOTAL OFFICE EXPENSES	1,305	2,157	1,463	9,000	2,906	2,906	9,000	
<b>PROFESSIONAL SERVICES</b>								
49400-300 SOURCE OF SUPPLY PROFESSIO	1,547	185	0	3,200	3,060	3,060	1,500	
49400-310 SOURCE OF SUPPLY CONTRACTU	0	0	0	200	0	0	200	
49400-360 SOURCE OF SUPPLY INSURANCE	5,440	3,201	3,679	6,000	2,742	2,742	6,000	
49400-380 SOURCE OF SUPPLY UTILITIES	26,423	25,318	18,637	45,000	21,455	21,455	35,000	
TOTAL PROFESSIONAL SERVICES	33,409	28,704	22,315	54,400	27,257	27,257	42,700	
49400-380 SOURCE OF SUPPLY UTILITIESNEXT YEAR NOTES:								
								Utilities - need to take a % of treatment meter.
<b>REPAIR &amp; MAINTENANCE</b>								
49400-401 SOURCE OF SUPPLY BLDG- REP	0	0	0	100	0	0	1,000	
49400-404 SOURCE OF SUPPLY EQUIP&MAC	0	0	31	614	614	614	500	
49400-405 SOURCE OF SUPPLY WELLS- RE	6,212	3,256	808	5,000	5,316	5,316	5,000	
49400-415 SOURCE OF SUPPLY EQUIPMENT	0	0	0	500	5	5	500	
49400-430 SOURCE OF SUPPLY MISCELLAN	0	0	0	500	0	0	500	
49400-433 SOURCE OF SUPPLY DUES & SU	3,527	4,859	3,400	5,000	4,661	4,661	5,000	
TOTAL REPAIR & MAINTENANCE	9,739	8,114	4,238	11,714	10,595	10,596	12,500	
49400-433 SOURCE OF SUPPLY DUES & SUPERMANENT NOTES:								
								DNR appropriations permit
TOTAL SOURCE OF SUPPLY	72,930	68,896	51,716	107,503	74,117	74,119	94,048	

AV

601-WATER  
 PURIFICATION AND TREATMEN  
 EXPENDITURES

		(----- 2012 -----)			(----- 2013 -----)				
		2009	2010	2011	CURRENT	Y-T-D	PROJECTED	REQUESTED	PROPOSED
		ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDGET	BUDGET
<b>PERSONNEL SERVICES</b>									
49420-100	PURIFICATION & TRTMT WAGES	53,355	63,454	102,403	59,542	112,759	112,759	142,191	
49420-101	PURIFICATION & TRTMT WAGES	24	34	887	2,050	0	0	2,050	
49420-102	PURIFICATION & TRTMT WAGES	3,211	4,223	6,317	8,316	8,252	8,252	11,235	
49420-112	PURIFICATION & TRTMT CAR A	351	360	360	280	360	360	280	
49420-121	PURIFICATION & TRTMT PERA	3,664	4,678	8,004	4,920	8,702	8,702	11,123	
49420-122	PURIFICATION & TRTMT FICA	3,264	3,919	6,668	4,334	7,235	7,235	9,640	
49420-126	PURIFICATION & TRTMT MEDIC	763	916	1,560	1,014	1,692	1,692	2,254	
49420-131	PURIFICATION & TRTMT HEALT	13,651	16,719	25,134	25,874	28,164	28,164	38,358	
49420-132	PURIFICATION & TRTMT DENTA	418	813	1,306	868	1,485	1,485	2,045	
49420-133	PURIFICATION & TRTMT LIFE	26	28	47	25	50	50	60	
49420-151	PURIFICATION & TRTMT WORKE	2,314	2,403	1,977	2,652	2,036	2,036	6,115	
<b>TOTAL PERSONNEL SERVICES</b>		<b>81,042</b>	<b>97,547</b>	<b>154,663</b>	<b>109,875</b>	<b>170,736</b>	<b>170,735</b>	<b>225,351</b>	
49420-100	PURIFICATION & TRTMT WAGES	NEXT YEAR NOTES: includes wage and benefits of a new position.							
<b>OFFICE EXPENSES</b>									
49420-210	PURIFICATION & TRTMT OPERA	18,231	17,081	154,127	120,000	123,780	123,780	125,000	
49420-211	PURIFICATION & TRTMT MOTOR	679	855	4,283	2,000	1,484	1,484	2,000	
49420-220	PURIFICATION & TRTMT SUPPL	141	0	0	2,000	127	127	5,000	
<b>TOTAL OFFICE EXPENSES</b>		<b>19,051</b>	<b>17,936</b>	<b>158,410</b>	<b>124,000</b>	<b>125,391</b>	<b>125,391</b>	<b>132,000</b>	
<b>PROFESSIONAL SERVICES</b>									
49420-300	PURIFICATION & TRTMT PROFE	17,662	15,644	9,930	5,000	4,776	4,776	5,000	
49420-310	PURIFICATION & TRTMT CONTR	0	0	0	500	0	0	500	
49420-360	PURIFICATION & TRTMT INSUR	1,691	1,114	1,172	2,500	994	994	2,500	
49420-380	PURIFICATION & TRTMT UTILI	82,047	77,717	514,854	325,000	390,288	390,288	350,000	
<b>TOTAL PROFESSIONAL SERVICES</b>		<b>101,400</b>	<b>94,474</b>	<b>525,956</b>	<b>333,000</b>	<b>396,057</b>	<b>396,058</b>	<b>358,000</b>	
49420-380	PURIFICATION & TRTMT UTILI	NEXT YEAR NOTES: 2011 Actual = \$514,854 minus \$202,807 = \$312,047 2012 Actual							
<b>REPAIR &amp; MAINTENANCE</b>									
49420-401	PURIFICATION & TRTMT BLDG-	1,653	145	2,737	4,500	2,271	2,271	4,500	
49420-404	PURIFICATION & TRTMT EQUIP	9,567	10,321	26,241	26,000	29,533	29,533	26,000	
49420-410	PURIFICATION & TRTMT SCADA	1,507	0	( 211)	500	0	0	2,000	
49420-415	PURIFICATION & TRTMT EQUIP	0	0	14	0	0	0	1,000	
49420-430	PURIFICATION & TRTMT MISC	0	36	0	500	0	0	500	
<b>TOTAL REPAIR &amp; MAINTENANCE</b>		<b>12,726</b>	<b>10,502</b>	<b>28,782</b>	<b>31,500</b>	<b>31,803</b>	<b>31,804</b>	<b>34,000</b>	
<b>TOTAL PURIFICATION AND TREATMEN</b>		<b>214,220</b>	<b>220,460</b>	<b>867,811</b>	<b>598,375</b>	<b>723,988</b>	<b>723,988</b>	<b>749,351</b>	

AV

601-WATER  
 DISTRIBUTION AND STORAGE  
 EXPENDITURES

		(----- 2012 -----)			(----- 2013 -----)				
		2009	2010	2011	CURRENT	Y-T-D	PROJECTED	REQUESTED	PROPOSED
		ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDGET	BUDGET
<b>PERSONNEL SERVICES</b>									
49430-100	DIST & STORAGE WAGES	189,102	181,972	122,833	163,838	112,505	112,505	85,602	
49430-101	DIST & STORAGE WAGES-TEMPO	8,467	8,362	11,669	2,050	895	895	2,050	
49430-102	DIST & STORAGE WAGES-OVERT	13,995	3,466	4,463	4,416	3,538	3,538	2,083	
49430-112	DIST & STORAGE CAR ALLOWAN	351	360	360	360	360	360	360	
49430-121	DIST & STORAGE PERA CONTRI	13,325	12,933	9,537	12,198	8,298	8,298	6,357	
49430-122	DIST & STORAGE FICA CONTRI	12,229	11,223	8,569	10,559	6,958	6,958	5,564	
49430-126	DIST & STORAGE MEDICARE CO	2,860	2,625	2,004	2,469	1,627	1,627	1,301	
49430-131	DIST & STORAGE HEALTH INSU	49,411	50,676	31,691	23,536	23,999	23,999	18,905	
49430-132	DIST & STORAGE DENTAL INSU	1,874	2,036	858	2,367	1,663	1,663	1,158	
49430-133	DIST & STORAGE LIFE INSURA	97	93	53	68	43	43	34	
49430-142	DIST & STORAGE UNEMPLOYMEN	0	0	0	0	0	0	0	
49430-151	DIST & STORAGE WORKERS COM	6,545	6,809	5,221	6,669	5,121	5,121	3,588	
<b>TOTAL PERSONNEL SERVICES</b>		<b>298,257</b>	<b>280,555</b>	<b>197,260</b>	<b>228,530</b>	<b>165,008</b>	<b>165,007</b>	<b>127,002</b>	
<b>OFFICE EXPENSES</b>									
49430-210	DIST & STORAGE OPERATING S	12,572	11,148	8,022	10,000	8,215	8,215	10,000	
49430-211	DIST & STORAGE MOTOR FUELS	8,513	8,552	9,512	9,000	8,768	8,768	9,000	
49430-220	DIST & STORAGE SUPPLIES-RE	4,291	4,983	2,334	5,000	4,678	4,678	5,000	
<b>TOTAL OFFICE EXPENSES</b>		<b>25,376</b>	<b>24,683</b>	<b>19,868</b>	<b>24,000</b>	<b>21,661</b>	<b>21,661</b>	<b>24,000</b>	
<b>PROFESSIONAL SERVICES</b>									
49430-300	DIST & STORAGE PROFESSIONA	9,387	3,798	3,888	5,000	3,806	3,806	2,500	
49430-310	DIST & STORAGE CONTRACTUAL	0	0	3,650	0	0	0	2,500	
49430-360	DIST & STORAGE INSURANCE	3,619	2,380	2,385	4,000	2,021	2,021	4,000	
49430-380	DIST & STORAGE UTILITES	63,405	75,790	86,901	40,000	40,400	40,400	40,000	
<b>TOTAL PROFESSIONAL SERVICES</b>		<b>76,410</b>	<b>81,968</b>	<b>96,824</b>	<b>49,000</b>	<b>46,227</b>	<b>46,227</b>	<b>49,000</b>	
<b>REPAIR &amp; MAINTENANCE</b>									
49430-401	DIST & STORAGE BLDG - REP&	101	689	10	500	75	75	500	
49430-402	DIST & STORAGE- STORAGE FA	1,693	2,307	1,140	5,000	4,481	4,481	5,000	
49430-404	DIST & STORAGE EQUIP- REP&	6,586	4,920	5,737	5,000	4,970	4,970	5,000	
49430-406	DIST & STORAGE MAINS- REP&	5,326	10,544	8,488	15,000	14,420	14,420	14,000	
49430-407	DIST & STORAGE METERS- REP	23,160	30,831	18,378	18,000	13,785	13,785	14,000	
49430-408	DIST & STORAGE HYDRANTS-RE	20,134	11,692	784	4,000	1,618	1,618	24,000	
49430-410	DIST & STORAGE SCADA- REP&	745	41	13	1,000	0	0	1,000	
49430-430	DIST & STORAGE MISCELLANEO	0	0	0	500	0	0	500	
<b>TOTAL REPAIR &amp; MAINTENANCE</b>		<b>57,745</b>	<b>61,025</b>	<b>34,550</b>	<b>49,000</b>	<b>39,349</b>	<b>39,349</b>	<b>64,000</b>	
49430-408	DIST & STORAGE HYDRANTS-RENEXT YEAR NOTES:								
	\$20,000/year (1st of 3 year program)- hydrant painting								
<b>TOTAL DISTRIBUTION AND STORAGE</b>		<b>457,788</b>	<b>448,230</b>	<b>348,502</b>	<b>350,530</b>	<b>272,245</b>	<b>272,244</b>	<b>264,002</b>	

AS

601-WATER  
 ADMIN AND GENERAL  
 EXPENDITURES

		2009	2010	2011	(----- 2012 -----)			(----- 2013 -----)	
		ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
<b>PERSONNEL SERVICES</b>									
49440-100	ADMIN AND GENERAL WAGES	39,548	35,926	39,130	42,934	43,135	43,135	43,718	_____
49440-102	ADMIN AND GENERAL WAGES-OV	213	107	716	274	142	142	279	_____
49440-112	ADMIN AND GENERAL CAR ALLO	354	363	363	370	363	363	370	_____
49440-121	ADMIN AND GENERAL PERA CON	2,609	2,518	3,019	3,127	3,096	3,096	3,183	_____
49440-122	ADMIN AND GENERAL FICA CON	2,273	2,111	2,410	2,679	2,494	2,494	2,728	_____
49440-126	ADMIN AND GENERAL MEDICARE	532	493	563	627	583	583	638	_____
49440-131	ADMIN AND GENERAL HEALTH I	9,775	9,783	12,413	11,522	12,560	12,560	13,264	_____
49440-132	ADMIN AND GENERAL DENTAL I	626	724	682	711	1,097	1,097	696	_____
49440-133	ADMIN AND GENERAL LIFE INS	21	17	21	21	19	19	21	_____
49440-151	ADMIN AND GENERAL WORKERS	<u>354</u>	<u>374</u>	<u>317</u>	<u>723</u>	<u>555</u>	<u>555</u>	<u>749</u>	_____
TOTAL PERSONNEL SERVICES		56,304	52,415	59,634	62,988	64,044	64,044	65,646	_____
<b>OFFICE EXPENSES</b>									
49440-200	ADMIN AND GENERAL OFFICE S	2,072	1,476	3,787	4,300	4,741	4,741	4,000	_____
49440-205	ADMIN AND GENERAL MISC EMP	5,466	5,130	5,796	6,700	8,367	8,367	6,500	_____
49440-210	ADMIN AND GENERAL OPERATIN	6,608	724	1,161	1,000	821	821	1,500	_____
49440-211	ADMIN AND GENERAL MOTOR FU	5	0	393	205	71	71	205	_____
49440-220	ADMIN AND GENERAL REPAIR &	<u>1,359</u>	<u>1,197</u>	<u>1,184</u>	<u>3,000</u>	<u>2,849</u>	<u>2,849</u>	<u>2,500</u>	_____
TOTAL OFFICE EXPENSES		15,509	8,526	12,321	15,205	16,848	16,849	14,705	_____
<b>PROFESSIONAL SERVICES</b>									
49440-300	ADMIN AND GENERAL PROFESSI	18,468	14,974	33,020	38,000	49,304	49,304	25,000	_____
49440-321	ADMIN AND GENERAL TELEPHON	3,723	2,693	5,456	5,400	5,478	5,478	5,400	_____
49440-322	ADMIN AND GENERAL POSTAGE	208	149	228	550	110	110	550	_____
49440-331	ADMIN AND GENERAL TRAVEL &	4,854	4,065	3,721	7,000	6,184	6,184	7,000	_____
49440-340	ADMIN AND GENERAL ADVERTIS	195	245	1,058	700	368	368	1,100	_____
49440-351	ADMIN AND GENERAL LEGAL NO	661	297	6	100	0	0	100	_____
49440-354	ADMIN AND GENERAL PRINTING	1,640	1,921	2,094	500	0	0	1,000	_____
49440-360	ADMIN AND GENERAL INSURANC	10,555	6,462	6,369	15,000	5,805	5,805	15,000	_____
49440-380	ADMIN AND GENERAL UTILITIE	<u>3,642</u>	<u>3,757</u>	<u>3,224</u>	<u>3,000</u>	<u>2,735</u>	<u>2,735</u>	<u>4,000</u>	_____
TOTAL PROFESSIONAL SERVICES		43,946	34,563	55,175	70,250	69,984	69,984	59,150	_____
49440-300	ADMIN AND GENERAL PROFESSINEXT YEAR NOTES: Bonding fees (2 issues)								
<b>REPAIR &amp; MAINTENANCE</b>									
49440-401	ADMIN AND GENERAL BLDG-REP	690	544	1,278	1,500	1,137	1,137	1,500	_____
49440-404	ADMIN AND GENERAL EQUIP- R	2,087	1,304	2,532	2,200	1,891	1,891	2,200	_____
49440-430	ADMIN AND GENERAL MISCELLA	50	0	0	50	0	0	50	_____
49440-433	ADMIN AND GENERAL DUES & S	<u>1,203</u>	<u>1,708</u>	<u>1,381</u>	<u>1,450</u>	<u>1,291</u>	<u>1,291</u>	<u>1,450</u>	_____
TOTAL REPAIR & MAINTENANCE		4,030	3,556	5,190	5,200	4,319	4,319	5,200	_____
TOTAL ADMIN AND GENERAL		119,789	99,060	132,320	153,643	155,196	155,196	144,701	

AW

601-WATER  
 CUSTOMER ACCOUNTS  
 EXPENDITURES

	2009	2010	2011	(----- 2012 -----)	(----- 2013 -----)			
	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
<b>PERSONNEL SERVICES</b>								
49445-100 CUSTOMER ACCTS WAGES	15,208	15,137	15,032	17,740	16,695	16,695	16,011	
49445-102 CUSTOMER ACCTS WAGES - OVE	408	60	98	326	163	163	332	
49445-121 CUSTOMER ACCTS PERA CONTRI	985	1,050	1,122	1,161	953	953	1,185	
49445-122 CUSTOMER ACCTS FICA CONTRI	897	886	929	993	874	874	1,013	
49445-126 CUSTOMER ACCTS MEDICARE CO	210	207	217	232	204	204	237	
49445-131 CUSTOMER ACCTS HEALTH INSU	3,045	3,334	3,345	2,903	3,136	3,136	3,389	
49445-132 CUSTOMER ACCTS DENTAL INSU	173	163	209	158	161	161	154	
49445-133 CUSTOMER ACCTS LIFE INSURA	5	5	5	5	5	5	5	
49445-151 CUSTOMER ACCTS WORKERS COM	89	93	83	111	85	85	115	
TOTAL PERSONNEL SERVICES	21,020	20,935	21,040	23,629	22,277	22,276	22,441	
<b>OFFICE EXPENSES</b>								
49445-200 CUSTOMER ACCTS OFFICE SUPP	886	903	313	1,225	1,024	1,024	1,225	
49445-211 CUSTOMER ACCTS MOTOR FUELS	221	306	454	371	407	407	371	
TOTAL OFFICE EXPENSES	1,107	1,209	767	1,596	1,431	1,431	1,596	
<b>PROFESSIONAL SERVICES</b>								
49445-300 CUSTOMER ACCTS PROFESSIONA	2,852	2,026	2,016	3,000	1,886	1,886	3,000	
49445-322 CUSTOMER ACCTS POSTAGE	4,845	5,085	5,189	5,000	5,235	5,235	5,100	
49445-331 CUSTOMER ACCTS TRAVEL & TR	0	0	0	100	0	0	100	
49445-354 CUSTOMER ACCTS PRINTING &	99	0	742	1,000	977	977	1,000	
49445-360 CUSTOMER ACCTS INSURANCE	285	167	165	683	140	140	683	
TOTAL PROFESSIONAL SERVICES	8,081	7,278	8,112	9,783	8,237	8,238	9,883	
<b>REPAIR &amp; MAINTENANCE</b>								
49445-404 CUSTOMER ACCTS EQUIP- REP&	1,256	1,343	1,353	2,000	1,772	1,772	2,000	
49445-430 CUSTOMER ACCTS MISCELLANEO	0	0	0	0	0	0	0	
TOTAL REPAIR & MAINTENANCE	1,256	1,343	1,353	2,000	1,772	1,772	2,000	
<b>BAD DEBT</b>								
49445-904 CUSTOMER ACCTS BAD DEBT EX	638	244	0	200	245	245	200	
TOTAL BAD DEBT	638	244	0	200	245	245	200	
TOTAL CUSTOMER ACCOUNTS	32,102	31,008	31,271	37,208	33,963	33,962	36,120	

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CITY OF ST. PETER  
 PROPOSED BUDGET WORKSHEET  
 AS OF: DECEMBER 31ST, 2012

601-WATER  
 DEPRECIATION EXPENSE  
 EXPENDITURES

	2009	2010	2011	2012			2013	
	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
<b>REPAIR &amp; MAINTENANCE</b>								
49970-420 DEPRECIATION EXPENSE DEPRE	<u>449,648</u>	<u>479,513</u>	<u>523,904</u>	<u>800,000</u>	<u>971,307</u>	<u>971,307</u>	<u>980,000</u>	
TOTAL REPAIR & MAINTENANCE	449,648	479,513	523,904	800,000	971,307	971,307	980,000	
TOTAL DEPRECIATION EXPENSE	449,648	479,513	523,904	800,000	971,307	971,307	980,000	

AS

CITY OF ST. PETER  
 PROPOSED BUDGET WORKSHEET  
 AS OF: DECEMBER 31ST, 2012

601-WATER  
 INTEREST EXPENSE  
 EXPENDITURES

		(----- 2012 -----)			(----- 2013 -----)			
	2009	2010	2011	CURRENT	Y-T-D	PROJECTED	REQUESTED	PROPOSED
	ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDGET	BUDGET
<b>AGENT FEES</b>								
49980-611	INTEREST EXPENSE BOND INTE	101,274	341,848	543,213	529,624	529,059	529,059	498,678
	TOTAL AGENT FEES	101,274	341,848	543,213	529,624	529,059	529,059	498,678
49980-611	INTEREST EXPENSE BOND INTENEXT YEAR NOTES:							
	2013 Debt Interest:							
	\$2,468 - 2004C water & sewer bond							
	\$585 - 2004E Water & Sewer Bond							
	\$422,730 -PFA GO Water Revenue Bond -water trmt (estimate only)							
	\$33,223 -PFA GO Water Revenue Bond -wells (estimate only)							
	\$0 -PFA HWY 169 paid from fund 233							
	\$715 - 2010B Taxable Bond							
	\$30,018 -2011B Rfdg Bond							
	\$12,778 -2012C revenue bond greenhill refurbish							
	TOTAL INTEREST EXPENSE	101,274	341,848	543,213	529,624	529,059	529,059	498,678

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CITY OF ST. PETER  
 PROPOSED BUDGET WORKSHEET  
 AS OF: DECEMBER 31ST, 2012

601-WATER  
 TRANSFERS AND CONTRIBUTIO  
 EXPENDITURES

		2009	2010	2011	2012			2013	
		ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
<hr/>									
<b>TRANSFERS</b>									
49990-720	TRANSFERS AND CONTRIBUTION	110,341	957,321	131,693	134,000	146,288	146,288	162,027	
49990-722	TRANSFERS AND CONTRIBUTION	<u>30,326</u>	<u>32,946</u>	<u>49,240</u>	<u>34,000</u>	<u>63,752</u>	<u>63,752</u>	<u>34,000</u>	
<b>TOTAL TRANSFERS</b>		140,667	990,267	180,933	168,000	210,040	210,040	196,027	
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<b>TOTAL TRANSFERS AND CONTRIBUTIO</b>		140,667	990,267	180,933	168,000	210,040	210,040	196,027	

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CITY OF ST. PETER  
 PROPOSED BUDGET WORKSHEET  
 AS OF: DECEMBER 31ST, 2012

601-WATER  
 CAPITAL-SOURCE OF SUPPLY  
 EXPENDITURES

		2009	2010	2011	(----- 2012 -----)			(----- 2013 -----)	
		ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
<b>PROFESSIONAL SERVICES</b>									
48110-300	CAPITAL-SOURCE OF SUPPLY P	1,683	2,336	0	0	0	0	2,000	
TOTAL PROFESSIONAL SERVICES		1,683	2,336	0	0	0	0	2,000	
<b>CAPITAL</b>									
48110-510	CAPITAL-SOURCE OF SUPPLY L	0	0	0	0	0	0	0	
48110-520	CAPITAL-SOURCE OF SUPPLY B	0	0	0	0	0	0	0	
48110-532	CAPITAL-SOURCE OF SUPPLY U	0	0	0	15,000	14,371	14,371	10,000	
48110-540	CAPITAL-SOURCE OF SUPPLY H	0	0	0	0	0	0	0	
TOTAL CAPITAL		0	0	0	15,000	14,371	14,371	10,000	
48110-532	CAPITAL-SOURCE OF SUPPLY UNEXT YEAR NOTES: Well Repairs/Replacements, STJU Well Meter Replacement \$10,000								
TOTAL CAPITAL-SOURCE OF SUPPLY		1,683	2,336	0	15,000	14,371	14,371	12,000	

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CITY OF ST. PETER  
 PROPOSED BUDGET WORKSHEET  
 AS OF: DECEMBER 31ST, 2012

601-WATER  
 CAPITAL-WATER TREATMENT  
 EXPENDITURES

		(----- 2012 -----) (----- 2013 -----)							
		2009	2010	2011	CURRENT	Y-T-D	PROJECTED	REQUESTED	PROPOSED
		ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDGET	BUDGET
<u>PROFESSIONAL SERVICES</u>									
48120-300	CAPITAL-WATER TREATMENT PR	6,114	0	0	16,640	16,640	16,640	4,500	
TOTAL PROFESSIONAL SERVICES		6,114	0	0	16,640	16,640	16,640	4,500	
<u>CAPITAL</u>									
48120-510	CAPITAL-WATER TREATMENT LA	0	0	0	0	0	0	0	
48120-520	CAPITAL-WATER TREATMENT BU	0	0	0	15,000	5,755	5,755	61,300	
48120-580	CAPITAL-WATER TREATMENT OT	0	0	0	0	0	0	2,500	
TOTAL CAPITAL		0	0	0	15,000	5,755	5,755	63,800	
48120-520	CAPITAL-WATER TREATMENT BUNEXT YEAR NOTES: Broadway Building Repairs/Replacements \$14,500 - changed to \$12,500; Membranes \$36,000; Pre-filters \$4,800. STJU Building Repairs/Replacements \$8,000 - changed to \$6,000; Laboratory Equipment \$2,000								
48120-580	CAPITAL-WATER TREATMENT OTNEXT YEAR NOTES: Scada/fiber improvements.								
TOTAL CAPITAL-WATER TREATMENT		6,114	0	0	31,640	22,395	22,395	68,300	

A12

CITY OF ST. PETER  
 PROPOSED BUDGET WORKSHEET  
 AS OF: DECEMBER 31ST, 2012

601-WATER  
 CAPITAL-WATER DISTRIBUTI  
 EXPENDITURES

			(----- 2012 -----)			(----- 2013 -----)		
	2009	2010	2011	CURRENT	Y-T-D	PROJECTED	REQUESTED	PROPOSED
	ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDGET	BUDGET
<b>PROFESSIONAL SERVICES</b>								
48130-300	CAPITAL-WATER DISTRIBUTION	3,616	0	0	44,528	47,076	47,076	10,000
	TOTAL PROFESSIONAL SERVICES	3,616	0	0	44,528	47,076	47,076	10,000
48130-300	CAPITAL-WATER DISTRIBUTION	NEXT YEAR NOTES: Tower Engineering, Project Engineering						
<b>CAPITAL</b>								
48130-520	CAPITAL-WATER DISTRIBUTION	0	0	0	700,000	655,061	655,061	0
48130-532	CAPITAL-WATER DISTRIBUTION	3,616	0	0	0	0	0	74,000
48130-533	CAPITAL-WATER DISTRIBUTION	0	0	0	20,000	9,836	9,836	34,000
48130-540	CAPITAL-WATER DISTRIBUTION	0	0	0	0	0	0	0
48130-580	CAPITAL-WATER DISTRIBUTION	3,710	0	0	5,300	3,835	3,835	2,000
	TOTAL CAPITAL	94	0	0	725,300	668,732	668,732	110,000
48130-532	CAPITAL-WATER DISTRIBUTION	NEXT YEAR NOTES: Hydrant Replacement \$19,000; GAC Loop 12" \$225,000 - changed to \$0; N 3rd Street \$55,000; Watermain Upgrades \$35,000 - changed to \$0; Sunrise Tower Maint \$25,000 changed to \$0.						
48130-533	CAPITAL-WATER DISTRIBUTION	NEXT YEAR NOTES: Water Meter Replacements \$34,000						
48130-580	CAPITAL-WATER DISTRIBUTION	NEXT YEAR NOTES: wacker cutoff saw.						
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	TOTAL CAPITAL-WATER DISTRIBUTION	3,710	0	0	769,828	715,808	715,808	120,000

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CITY OF ST. PETER  
 PROPOSED BUDGET WORKSHEET  
 AS OF: DECEMBER 31ST, 2012

601-WATER  
 CAPITAL-GENERAL PLANT  
 EXPENDITURES

	2009	2010	2011	2012			2013	
	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
<u>CAPITAL</u>								
48140-520 CAPITAL-GENERAL PLANT WATE	0	0	0	0	0	0	5,000	
48140-540 CAPITAL-GENERAL PLANT WATE	0	0	0	0	0	0	0	
48140-550 CAPITAL-GENERAL PLANT WATE	0	0	0	0	0	0	0	
48140-580 CAPITAL-GENERAL PLANT WATE	2,729	4,703	727	9,000	8,735	8,735	14,500	
TOTAL CAPITAL	2,729	4,703	727	9,000	8,735	8,735	19,500	
48140-520 CAPITAL-GENERAL PLANT WATE	NEXT YEAR NOTES: pw improvements \$3,000; GIS mapping/data system \$2,000.							
48140-550 CAPITAL-GENERAL PLANT WATE	NEXT YEAR NOTES: Unit #1 - \$12,000 (33% of \$36,000)-changed to \$0; Unit #36 \$9,000 (33% of \$27,000)-changed to \$0.							
48140-580 CAPITAL-GENERAL PLANT WATE	NEXT YEAR NOTES: Replace Mechanics Truck \$6,500(10% of \$65,000)-changed to \$0; Riding Mower \$4,000(33% of \$12,000); Safety Equipment \$5,000; Computer's; \$3,000; Locator \$2,000; radio replacements \$500.							
TOTAL CAPITAL-GENERAL PLANT	2,729	4,703	727	9,000	8,735	8,735	19,500	
TOTAL EXPENDITURES	1,602,653	2,686,319	2,680,397	3,570,351	3,731,224	3,731,224	3,182,727	
REVENUE OVER/(UNDER) EXPENDITURES	4,024,290	( 815,327)	( 663,308)	( 1,353,477)	( 1,564,605)	( 1,528,060)	( 561,250)	

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# Water Utility Capital Plan

Planning Issue:		2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
<b>601.48110</b>	<b>Source of Supply</b>										
300	Professional Services	\$2,000	\$7,500	\$7,500	\$7,500	\$8,000	\$8,000	\$8,000	\$8,200	\$8,200	\$8,200
520	STJU Well (s) Generator					\$10,000					
532	Well #6 Repairs							\$7,000			
532	Well # 7 Repairs			\$10,000					\$10,000		
532	Well #8 Repairs		\$14,000					\$14,000			
532	Well #9 Repairs							\$11,000			
532	Well #10 Repairs		\$14,000					\$14,000			
532	Well #11 Repairs				\$10,000						
532	Well #12 Repairs			\$10,000					\$9,000		
532	Well #13 Repairs			\$11,000							\$14,000
532	Well #14 Repairs							\$12,000			
532	STJU Well Meter Replacement	\$10,000					\$10,000				
532	Broadway Well Meter Replacement					\$14,000					
<b>601.48110</b>	<b>TOTAL SOURCE OF SUPPLY</b>	<b>\$12,000</b>	<b>\$35,500</b>	<b>\$38,500</b>	<b>\$17,500</b>	<b>\$32,000</b>	<b>\$18,000</b>	<b>\$66,000</b>	<b>\$27,200</b>	<b>\$8,200</b>	<b>\$22,200</b>
<b>601.48120</b>	<b>Water Treatment</b>										
300	Professional Services	\$4,500	\$10,000	\$10,000	\$10,000	\$11,000	\$12,000	\$12,000	\$13,000	\$13,000	\$13,000
520	Water Plant Pipe Replacements and Painting	\$2,500			\$3,500				\$2,000		
520	Broadway Water Treatment Facility	\$10,000	\$13,000	\$14,000	\$17,000	\$19,000	\$20,000	\$20,000	\$22,000	\$20,000	\$20,000
520	Sodium Hydroxide Chemical feed pump (2)				\$4,000					\$4,000	
520	Antiscalant Chemical feed pump (6)							\$12,000			
520	Fluoride Chemical feed pump (4)					\$8,000					\$8,000
520	Sodium Metabisulfite Chemical feed pump (6)			\$12,000						\$12,000	
520	Corrosion Inhibitor Chemical feed pump (3)						\$6,000				
520	Potassium Permanganate Chemical feed pump (2)		\$4,000					\$4,000			
520	Sodium Hypochlorite Chemical feed pump (2)								\$4,000		
520	Broadway/Saint Julien Reclaim Pump (3)				\$10,000			\$10,000		\$5,000	
520	Broadway/Saint Julien Sludge Disposal Pump (3)		\$10,000	\$5,000			\$10,000	\$5,000			\$5,000
520	Broadway / Saint Julien Membranes	\$36,000	\$96,000	\$36,000	\$36,000	\$36,000	\$348,000	\$36,000	\$36,000	\$36,000	\$96,000
520	Broadway / Saint Julien Membrane Prefilters	\$4,800	\$5,000	\$5,500	\$6,000	\$6,000	\$8,400	\$6,800	\$7,000	\$7,500	\$8,000
520	Broadway High Service Upper System Pump (2)								\$40,000		
520	Broadway / Saint Julien Lower System Pumps (4)						\$30,000	\$30,000			
520	Broadway / Saint Julien Membrane Feed Pumps (6)					\$60,000	\$60,000				
520	Broadway / Saint Julien RO high pressure pumps (10)						\$40,000		\$60,000		
520	Broadway / Saint Julien RO #3 Membrane Feed Pump (				\$5,000	\$5,000					
520	Broadway / Saint Julien Permeate Flush Pump (4)								\$10,000	\$10,000	
520	Broadway / Saint Julien CIP Pump (4)										
520	Broadway / Saint Julien Air Compressor (3)			\$15,000	\$15,000				\$15,000	\$15,000	\$15,000
520	Broadway Boilers (3)						\$15,000				
520	Broadway Boiler Recirculation Pump (2)						\$2,000				
520	Broadway Make up Air Units (6)							\$4,000	\$4,000	\$4,000	\$4,000
520	Broadway Pressure Washer								\$3,000		
520	Broadway Energy Recovery Units (2)							\$4,000	\$4,000		
520	STJU Unit AC/Heater (3)								\$4,000	\$4,000	
520	Laboratory Equipment	\$2,000		\$2,700			\$2,700		\$2,800		\$3,000
520	Saint Julien Plant Treatment Facility	\$6,000	\$8,000	\$12,000	\$15,000	\$17,000	\$20,000	\$20,000	\$22,000	\$20,000	\$20,000
580	SCADA/FIBER Improvements	\$2,500		\$2,500		\$35,000		\$2,500		\$2,500	
<b>601.48120</b>	<b>TOTAL WATER TREATMENT</b>	<b>\$68,300</b>	<b>\$146,000</b>	<b>\$114,700</b>	<b>\$121,500</b>	<b>\$197,000</b>	<b>\$572,100</b>	<b>\$166,300</b>	<b>\$248,800</b>	<b>\$153,000</b>	<b>\$192,000</b>

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601.48130 Water Distribution and Storage

300	Professional Services		\$10,000	\$35,000	\$12,000	\$14,000	\$16,000	\$16,000	\$16,000	\$16,000	\$16,000	\$16,000
520	Greenhill Reservoir Improvements	2014		\$1,500								
532	Sunrise Drive Water Tower	2013	\$0									\$450,000
532	Broadway Ave. Water Tower	2015			\$450,000		\$20,000					
532	Broadway Ave. Reservoir	2017					\$5,000					
532	Annual Hydrant Replacements (8)		\$19,000	\$19,000	\$20,000	\$21,000	\$21,000	\$22,000	\$22,000	\$23,000	\$23,000	\$23,000
532	Subdivision/Oversizing Construction		\$0	\$12,000	\$15,000	\$18,000	\$21,000	\$24,000	\$25,000	\$27,000	\$29,000	\$29,000
532	GAC 12" Loop		\$0		\$29,700							
532	North Third Street		\$55,000									
532	Watermain Upgrades	(1 block)	\$0	\$37,000	\$38,000	\$38,000	\$38,000	\$40,000	\$40,000	\$38,000	\$38,000	\$38,000
532	Replace 2" Construction Pump			\$2,500						\$2,500		
532	Watermain Tapping Machine									\$3,500		
533	Water Meters (Meters and Reading System)		\$34,000	\$400,000	\$400,000	\$400,000	\$31,000	\$32,000	\$32,000	\$34,400	\$34,400	\$34,400
580	Valve Operator - purchased 2002					\$7,000						
580	Trench box hauler #41 33% of \$3600							\$1,200				
580	Trailer #811	50%			\$1,500					\$1,500		
580	Hydrant Carts Corrections					\$5,900						
580	Wacker Cut off Saw	75%	\$2,000					\$2,000				\$22,000

601.48130 TOTAL WATER DISTRIBUTION AND STORAGE \$120,000 \$507,000 \$966,200 \$503,900 \$160,000 \$135,200 \$135,000 \$142,400 \$162,400 \$590,400

601.48140 General Plant Water

		2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
300	Professional Services <i>Master Planning</i>				\$22,000						
520	Public Works Improvements	\$3,000	\$4,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
520	GIS Mapping / Data System	\$2,000		\$5,000						\$5,000	
550	Replace Unit #1(2003) (33% of \$36,000) - 2013	\$0			\$6,000						
550	Replace Unit #5	2004 - 2014	100%		\$33,000						
550	Replace Unit #36 (2001) (33% of \$27,000) - 2013	\$0		9000							
550	Replace Unit #22	2001 - 2014	100%	\$30,000							
550	Replace Unit #106	2006 - 2016	100%			\$33,000					
550	Replace Light Tower	2010 - 2015		\$10,000							
580	Replace Unit #64 - 94 F250 Truck (10% - \$65,000)		\$0								
580	Riding Lawn Mower with attachments	33% of 12,000	\$4,000	\$	4,000	\$	4,000	\$	4,000	\$	4,000
580	Radio Replacements		\$500	\$500	\$500	\$500	\$500	\$500	\$1,000	\$1,000	\$1,000
580	Safety Equipment		\$5,000			\$5,000				\$5,000	
580	Computer Upgrades & Maintenance.		\$3,000	\$4,000	\$5,000	\$5,000	\$6,000	\$5,000	\$6,000	\$6,000	\$6,000
580	Line Locator Replacement	50% of \$3500	\$2,000		\$2,000		\$2,000		\$2,000		\$2,000
580	Backhoe Replacement	40% of \$50,000		\$20,000							
580	Jackhammer for Backhoe - 5 years	2004 - 2014		\$11,000					\$14,000		
580	Ferris Mower Replacement				\$13,000					\$20,000	

601.48140 TOTAL GENERAL PLANT WATER \$19,500 \$69,500 \$53,500 \$104,500 \$22,500 \$10,500 \$17,500 \$26,000 \$48,000 \$12,000

CAPITAL IMPROVEMENTS TOTAL COST \$219,800 \$758,000 \$1,172,900 \$747,400 \$411,500 \$735,800 \$384,800 \$444,400 \$371,600 \$816,600

Bond Debt Service Payments	\$1,134,719	\$1,089,939	\$1,375,129	\$1,373,468	\$1,368,387	\$1,365,477	\$1,607,940	\$1,613,383	\$1,607,666	\$1,614,786
Capital Plus Bond Debt	\$1,354,519	\$1,847,939	\$2,548,029	\$2,120,868	\$1,779,887	\$2,101,277	\$1,992,740	\$2,057,783	\$1,979,266	\$2,431,386
yearly change		\$493,421	\$700,089	(\$427,161)	(\$340,981)	\$321,389	(\$108,537)	\$65,043	(\$78,517)	\$452,120

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**Water Utility Capital Plan**

Planning Issue:		Cost	FUNDING SOURCE:				Total
		RESERVES/ CASH	ASSESS/ Developer	TIF Funding	State Aid	BOND (Finance)	
<b>601.48110</b>	<b>Source of Supply</b>						
300	Professional Services	\$2,000					\$2,000
532	STJU Well Meter Replacement	\$10,000					\$10,000
							\$0
<b>601.48110</b>	<b>TOTAL SOURCE OF SUPPLY</b>	<b>\$ 12,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$12,000</b>
							\$0
<b>601.48120</b>	<b>Water Treatment</b>						\$0
							\$0
300	Professional Services	\$4,500					\$4,500
520	Water Plant Pipe Replacements and Painting	\$2,500					\$2,500
520	Broadway Water Treatment Facility	\$10,000					\$10,000
520	Broadway / Saint Julien Membranes	\$36,000					\$36,000
520	Broadway / Saint Julien Membrane Prefilters	\$4,800					\$4,800
520	Laboratory Equipment	\$2,000					\$2,000
520	STJU Treatment Facility	\$6,000					\$6,000
580	SCADA/FIBER Improvements	\$2,500					\$2,500
<b>601.48120</b>	<b>TOTAL WATER TREATMENT</b>	<b>\$68,300</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$68,300</b>
<b>601.48130</b>	<b>Water Distribution and Storage</b>						
300	Professional Services	\$10,000					\$10,000
532	Sunrise Drive Water Tower	\$0					\$0
532	Annual Hydrant Replacements (8)	\$19,000					\$19,000
532	Subdivision/Oversizing Construction	\$0					\$0
532	GAC 12" Loop					\$0	\$0
532	North Third Street			\$55,000			\$55,000
532	Watermain Upgrades (1 block)	\$0					\$0
533	Water Meters (Meters and Reading System)	\$34,000					\$34,000
580	Wacker Cut off Saw	\$2,000					\$2,000
<b>601.48130</b>	<b>TOTAL WATER DISTRIBUTION AND STORAGE</b>	<b>\$65,000</b>	<b>\$ -</b>	<b>\$ 55,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$120,000</b>
<b>601.48140</b>	<b>General Plant Water</b>						
520	Public Works Improvements	\$3,000					\$3,000
520	GIS Mapping / Data System	\$2,000					\$2,000
550	Replace Unit #1(2003) (33% of \$36,000) - 2013	\$0					\$0
550	Replace Unit #36 (2001) (33% of \$27,000) - 2013	\$0					\$0
580	Replace Unit #64 - 94 F250 Truck (10% - \$65,000)	\$0					\$0
580	Riding Lawn Mower with attachments 33% of 12,000	\$4,000					\$4,000
580	Radio Replacements	\$500					\$500
580	Safety Equipment	\$5,000					\$5,000
580	Computer Upgrades & Maintenance.	\$3,000					\$3,000
580	Line Locator Replacement	\$2,000					\$2,000
							\$0
<b>601.48140</b>	<b>TOTAL GENERAL PLANT WATER</b>	<b>\$19,500</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$19,500</b>
<b>CAPITAL IMPROVEMENTS TOTAL COST</b>		<b>\$164,800</b>	<b>\$ -</b>	<b>\$ 55,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 219,800</b>
Bond Debt Service Payments							\$1,134,719
Capital Plus Bond Debt							\$1,354,519

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**CITY OF SAINT PETER, MINNESOTA**

**RESOLUTION NO. 2013 -**

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

**RESOLUTION ADOPTING THE 2013 WATER FUND BUDGET**

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

Water Fund	\$3,348,413
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Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 25<sup>th</sup> day of March 2013.

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Timothy Strand  
Mayor

ATTEST:

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Todd Prafke  
City Administrator

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2013 -

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

RESOLUTION ADOPTING WATER RATES

WHEREAS, the Department of Natural Resource guidelines discourages a declining block rate structure; and

WHEREAS, the City of Saint Peter had a plan to adjust rates over a few years to remove the declining block structure; and

WHEREAS, there is additional debt service payments to be made for the water treatment facility construction; and

WHEREAS, the additional revenues that are generated from the increased rates are necessary to operate with a positive fund balance.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SAINT PETER, NICOLLET COUNTY, MINNESOTA, THAT: the following rate schedule be approved for the cost of services provided in the Water Fund:

WATER RATE SCHEDULE

Effective: April usage(bill due 6/15/13)August Usage(bill due 10/15/13)Error! Bookmark not defined.

MONTHLY BASE CHARGE - DOMESTIC SERVICES

		<u>4/1/13</u>	<u>10/1/13</u>
5/8" X 3/4"	Meters	10.99	11.24
1"	Meters	\$11.24	11.24
1 1/4"	Meters	\$17.87	20.07
1 1/2 "	Meters	\$28.04	32.52
2"	Meters	\$56.46	68.64
3"	Meters	\$151.38	191.88
4"	Meters	\$280.32	360.48
6"	Meters	\$473.78	611.78
8"	Meters	\$537.77	690.46
10"	Meters	\$558.99	712.13
12"	Meters	\$568.81	718.56

MONTHLY BASE CHARGE - IRRIGATION SERVICES

Residential 5/8 meters No charge

All meters except residential 5/8 meters:

		<u>4/1/13</u>	<u>10/1/13</u>
5/8" X 3/4"	Meters	\$10.99	11.24
1"	Meters	\$11.24	11.24
1 1/4"	Meters	\$17.87	20.07
1 1/2 "	Meters	\$28.04	32.52
2"	Meters	\$56.46	68.64

3"	Meters	\$151.38	191.88
4"	Meters	\$280.32	360.48
6"	Meters	\$473.78	611.78
8"	Meters	\$537.77	690.46
10"	Meters	\$558.99	712.13
12"	Meters	\$568.81	718.56

**FLOW RATE:**

<u>COMMODITY OUTPUT CHARGE - 5/8" X 3/4" METERS</u> <u>(all residential housing, and Commercial 5/8" x 3/4")</u>	<u>4/1/13</u>	<u>8/1/13</u>	<u>12/1/13</u>	<u>8/1/14</u>
First 2,000 Gallons used each month \$1.00 per 1,000 gallons	na	na	na	na
First 1,000 Gallons used each month	\$1.00k	\$1.00k	na	na
Next 8,000 Gallons used each month \$4.45 per 1,000 gallons	na	na	na	na
Next 9,000 Gallons used each month	\$4.95k	\$5.20k	na	na
10,000 gallons and under used each month	na	na	\$5.70k	\$6.20k
Over 10,000 Gallons used each month \$4.75 per 1,000 gallons	\$5.25k	\$5.50k	\$6.00k	

<u>COMMODITY OUTPUT CHARGE - 1" AND LARGER METERS</u>				
First 10,000 Gallons used each month \$4.45 per 1,000 gallons	\$4.95k	\$5.20k	\$5.70k	\$6.20k
Over 10,000 Gallons used each month \$4.75 per 1,000 gallons	\$5.25k	\$5.50k	\$6.00k	\$6.50k

<u>IRRIGATION OUTPUT CHARGE - All METERS</u>	<u>(\$ .20 over first 10,000 rate)</u>			
\$4.65 per 1,000 Gallons	\$5.40k	\$5.40k	\$5.90k	\$6.40k

<u>HYDRANT OUTPUT CHARGE</u>				
\$5.70 per 1,000 Gallons	\$6.00k	\$6.00k	\$6.50k	\$7.00k

FIRE SERVICE LINES

\$2.00 per meter inch and no charge for consumption

This charge will be discontinued 4/1/13

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 service charge. The surcharge provided for in the rates shall apply to each additional unit on one service pipe with no increase in the amount of flow allowed the minimum charge.

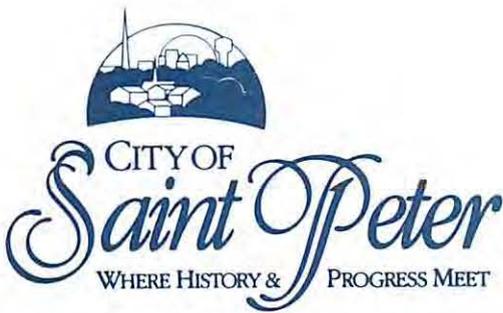
This charge will be discontinued 4/1/13

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 25<sup>th</sup> day of March 2013.

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

ATTEST:

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



## Memorandum

**TO:** Todd Prafke  
City Administrator

**DATE:** 03/22/13

**FROM:** Russ Wille  
Community Development Director

**RE:** City of Saint Peter Road Right of Way Plat No. 2

### **ACTION/RECOMMENDATION**

Adopt the attached resolution accepting the City of Saint Peter Right of Way Plat No. 2 providing for the realignment and improvements to Washington Avenue between Davis Street and Dodd Avenue (State Highway #22 North).

### **BACKGROUND**

In the 1990's, the Saint Peter City Council adopted an Area Transportation Plan which included the planned realignment and reconstruction of Washington Avenue. When the detailed engineering was completed, it was determined that the realignment would be most appropriate between Davis Street and Dodd Avenue.

The City has attempted to design and construct a "collector" street system to provide for safe and efficient movement of vehicular traffic through the community. Highway #169, Sunrise Drive, Nicollet Avenue (CSAH #20) and Washington Avenue have been designated as north-south collector streets. The City of Saint Peter Subdivision Ordinance defines a Collector Street as, "... a street with limited access that carries traffic from minor streets to the major system of arterial streets and highways, including principal entrance streets of residential neighborhoods,"

At this time, given the design and orientation of Washington Avenue in north Saint Peter, the existing roadway is incapable of operating as the desired north-south collector. Alternatively, North Fifth Street is being forced to carry the traffic volumes of a collector street. North Fifth Street's design and construction is that of a local/minor street. As such, the design is intended to provide vehicular movements within a neighborhood providing access to individual addresses.

The current traffic levels, narrow right-of-way and absence of sidewalks along North Fifth Street create hazardous conditions for those living within the neighborhoods abutting the roadway. In the absence of this proposed project, the traffic volumes on North Fifth Street are likely to increase vehicular and pedestrian conflicts in the neighborhood.

Road Right-of-Way Plat No. 2 has been designed by the City of Saint Peter and engineered by Bolton & Menk Engineers. The plan has been vetted and approved by both the Minnesota

Department of Transportation and the Federal Highway Administration. Both agencies have given permission to proceed with the realignment and improvement project.

The realignment will necessitate the acquisition of a number of private properties including one single-family home and a number of mobile homes within the Summit Community. To meet those needs the City has contracted with Wilson Development Services to facilitate the acquisition of the private properties according to the current federal and state regulations.

Upon the completion of the construction project, access to Dodd Avenue (State Highway #22 North) will be closed at Oxford Street and North Fifth Street. To provide vehicular access to the Daun Addition from the realigned Washington Avenue, it is proposed that a new roadway (Delaney Street) will be constructed for a length of one block.

When the new construction is done, North Washington Avenue will be abandoned between Davis Street and North Sunrise Drive. The City will maintain ownership of the current right-of-way and easements. A pedestrian / bike trail is being designed within the abandoned right-of-way. The project will require the reconstruction and realignment of Howard Street which provides vehicular access to the Lampert Heights Subdivision.

To accommodate the collection and treatment of stormwater run-off, a series of stormwater detention ponds will be constructed to meet current state rules and regulations.

The Planning and Zoning Commission has considered the merits of the City of Saint Peter Road Right of Way Plat No. 2. The Commission conducted a public hearing to gather citizen input regarding the proposed plat at which a single resident appeared to speak in favor of the proposed plat.

After the public hearing, the Commission has recommended that the City Council accept City of Saint Peter Road Right of Way Plat No 2.

Staff believes this serves the community by promoting improved transportation and safety through continuing to move the Washington Avenue Link Project forward. In addition, it provides for complying with the appropriate notice and regulatory issues.

**FISCAL IMPACT:**

Other than the standard fees of recording, no fiscal impact associated with approval of the plat has been identified.

**ALTERNATIVES/VARIATIONS:**

Do not act: A motion to table would delay the approval of the plat. No construction activity could commence until such time as the plat is approved and recorded.

Negative Votes: The Public Works Director, Bolton and Menk, Inc. and I would seek to alter the design of the project to address any concerns identified by the City Council.

Modification of the Resolution: This is always considered an option of the City 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 APPROVING CITY OF SAINT PETER ROAD RIGHT OF WAY PLAT NO. 2**

WHEREAS, the City, in cooperation with the State of Minnesota, proposes to realign North Washington Avenue from approximately Davis Street to Dodd Avenue (State Highway #22 North); and

WHEREAS, the improvement consists of the construction of a new roadway, curb, sidewalk and other municipal improvements; and

WHEREAS, pursuant to Minnesota Statute §160.085, the Public Works Department, in cooperation with the Minnesota Department of Transportation, prepared a plat of lands to be acquired for the completion of the realigned North Washington Avenue; and

WHEREAS, the realignment of North Washington Avenue has been included in the City's Area Transportation Plan since 1996; and

WHEREAS, the Planning and Zoning Commission conducted a public hearing on February 19, 2013 to receive citizen input regarding the plat; and

WHEREAS, the Planning and Zoning Commission has made the following findings of fact regarding the proposed City of Saint Peter Road Right of Way Plat No. 2:

1. The realigned North Washington Avenue will improve traffic operations by creating a north-south collector street.
2. The planned closure of Dodd Avenue access will reduce traffic on North Fifth Street allowing the roadway to function within the limitation of its design.
3. The addition of sidewalks along the realigned Washington Avenue will increase the safety of pedestrians, especially children traveling to or from school.
4. The completed project will improve the quality of stormwater entering the Minnesota River; and

WHEREAS, subsequent to the public hearing, the Planning and Zoning Commission has recommended that the City Council accept the City of Saint Peter Road Right of Way Plat No. 2 as designed.

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

1. The City Council finds that:

- The realigned North Washington Avenue will improve traffic operations by creating a north-south collector street.
- The planned closure of Dodd Avenue access will reduce traffic on North Fifth Street allowing the roadway to function within the limitation of its design.
- The addition of sidewalks along the realigned Washington Avenue will increase the safety of pedestrians, especially children traveling to or from school.
- The completed project will improve the quality of stormwater entering the Minnesota River.

2. Based on these findings, the City Council approves City of Saint Peter Road Right of Way Plat No. 2 as designed.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota this 25<sup>th</sup> day of March, 2013.

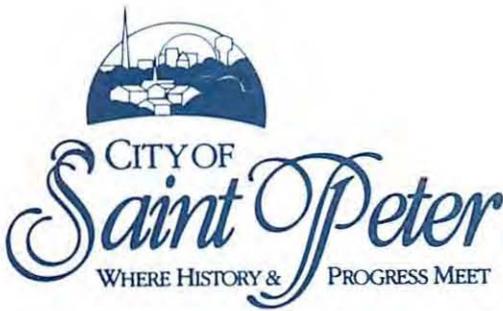
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Timothy Strand  
Mayor

ATTEST:

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Todd Prafke  
City Administrator



## Memorandum

**TO:** Todd Prafke  
City Administrator

**DATE:** 03/22/13

**FROM:** Russ Wille  
Community Development Director

**RE:** Ewing Street Vacation Request

### **ACTION/RECOMMENDATION**

Adopt the attached resolution calling for a public hearing to receive citizen input regarding the petitioned vacation of that portion of Ewing Street lying between the north-south alley lying in Block 27, Skaro and Evenson Addition and North Washington Avenue.

### **BACKGROUND**

Leon and Debra Tellijohn have been joined by Michael and Alison Hermanson in petitioning for the vacation of Ewing Street between the north-south alley lying in Block 27, Skaro and Evenson Addition and North Washington Avenue.

Staff research has determined that the City Council had previously acted to vacate Ewing Street. However, due to administrative errors and a former Mayor's refusal to execute the plat as ordered by the Council, the vacation was never recorded as required by Statute. City staff is of the opinion that the roadway was actually vacated and all engineering documents and maps in the City's possession show a vacated Ewing Street.

To remedy the administrative oversight, the abutting property owners have agreed to begin the vacation process anew which will fix the administrative error.

To ratify the previous vacation, the City Council would need to conduct a public hearing to receive citizen input regarding the petition. As such, a resolution has been prepared for the City Council to call for a public hearing on the matter. The hearing will be scheduled for Monday, April 22, 2013 beginning at 7:00 p.m.

Staff believes this serves the community by completing work that was previously unfinished, enhancing safety in the neighborhood impacted, and allowing for public input on changes that are contemplated.

### **FISCAL IMPACT:**

The standard expense of a legal notice will be incurred to advertise the date of public hearing.

**ALTERNATIVES/VARIATIONS:**

Do not act: The status of the previous Ewing Street vacation will remain undetermined.

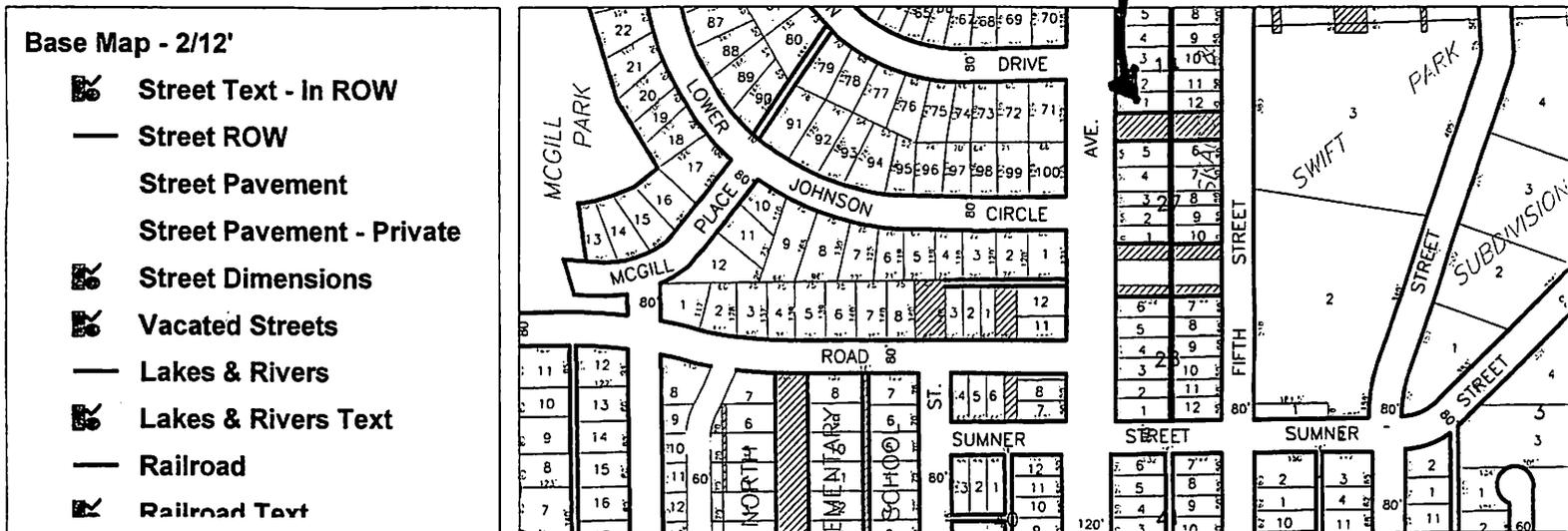
Negative Vote: The petitioner will be notified of the City Council denial of the petitioned vacation.

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

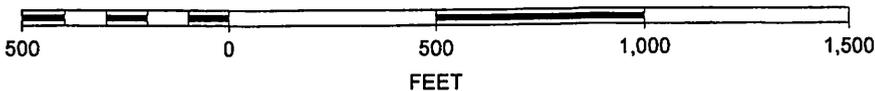
Please feel free to contact me should you have any questions or concerns about this agenda item.

RW

# St. Peter, MN



SCALE 1 : 5,612



CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2013 -

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

**RESOLUTION CALLING FOR PUBLIC HEARING REGARDING PROPOSED VACATION OF  
THAT PORTION OF EWING STREET LYING BETWEEN THE NORTH-SOUTH ALLEY IN  
BLOCK 27, SKARO and EVENSON ADDITION AND THE NORTH WASHINGTON AVENUE  
RIGHT-OF-WAY**

WHEREAS, the plat of Skaro and Evenson Addition provided for a street and lot layout which extended the existing grid pattern of development; and

WHEREAS, a petition has been received from Leon and Debra Tellijohn and Michael and Alison Hermanson requesting a partial vacation of Ewing Street abutting their properties; and

WHEREAS, on January 26, 1970, the City Council had provided for the vacation of Ewing Street within Skaro and Evenson Addition; and

WHEREAS, due to an administrative oversight, the vacation was never executed by the Mayor nor was it properly recorded at the Nicollet County Recorder's office; and

WHEREAS, staff has operated on the assumption that Ewing Street had been properly vacated and all City maps and engineering documents suggest that Ewing Street had been previously vacated; and

WHEREAS, the Planning and Zoning Commission has recommended that the City Council provide for the vacation of Ewing Street as petitioned by the applicants.

WHEREAS, current statute requires that the City Council conduct a public hearing prior to the vacation of any municipal street.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SAINT PETER, NICOLLET COUNTY, MINNESOTA, THAT: the City Council will hold a public hearing at approximately 7:00 p.m. on Monday, April 22, 2013 to receive citizen input regarding a petition to vacate that portion of Ewing Street lying between the north-south alley of Block 27, Skaro and Evenson Addition and the North Washington Avenue right-of-way.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 25<sup>th</sup> day of March, 2013.

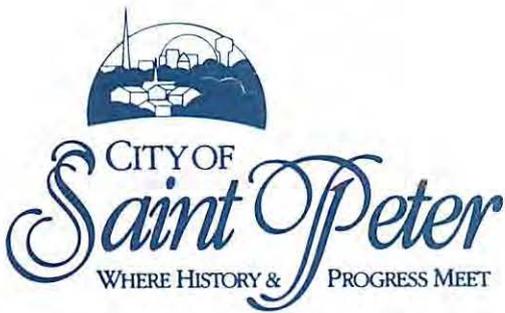
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Timothy Strand  
Mayor

ATTEST:

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Todd Prafke  
City Administrator



## Memorandum

**TO:** Todd Prafke  
City Administrator

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

**RE:** 2013 Rain Barrel Program

**DATE:** March 21, 2013

### ACTION/RECOMMENDATION

It is recommended the City Council re-establish the rain barrel program for the period April 15, 2013 to June 15, 2013.

### BACKGROUND

With the success of the 2012 Rain Barrel Program and at the direction of the City Council, City staff has been working with local businesses to continue the program in 2013. This type of program is becoming more frequent in communities such as ours. The City continues to reach out and offer more choices and benefits to help each homeowner minimize their monthly cost and still keep their property looking nice. In addition, this program promotes improved stormwater treatment and regeneration of our aquifers.

The selected rain barrels will be available for purchase at four businesses including Arrow Ace Hardware, Mary's Flowers, Saint Peter Greenhouse and Floral, and Traverse des Sioux Garden Center. It has been expressed by the businesses that the program was well run and they liked the fact that the City continues to work with them on promoting items that are bought and sold locally. Each of the businesses expressed that barrels chosen were good products and they hope to continue the existing program. They voiced some concern about lowering the quality of the barrels used as customer satisfaction could be diminished.

The selected barrels are the same ones used last year and can be obtained for either \$80 or \$90 depending on the unit selected. If the customer would like to pick out a different barrel, sold from one of the businesses listed above, they are able to do so as long as the barrel price is at least \$80. Last year this did happen a couple of times giving the homeowner their choice in what the rain barrel looked like, was constructed of, and what they were willing to spend. The rebate amount would be \$25 for these barrels.

This year staff is also recommending that the "Barrel Kit" be an option for customers as some owners may have their own rain barrel. The "kit" allows the owner to retro fit the barrel and makes it useable as a rain barrel. Kits can be purchased for \$32 and customers are eligible for a \$10.00 rebate on this item. We do have some concerns about the proliferation of the "big blue"

barrels in neighborhoods and hope that folks who are interested and go to this effort will also understand that our visual environment is a consideration as well.

Just like last year, the customer will initially pay full price for the rain barrel/rain kit and will fill out a rebate form at the time of purchase. City staff will pick up the rebate forms at the business and deliver the forms to the Finance Department for reimbursement as a \$25 or \$10 credit on their utility bill.

It is anticipated that approximately 70 rain barrel units and 20 kits will be sold during the duration of the program which would run from April 15th to June 15th and that the Stormwater Utility will spend about \$2,000 for this program. Last year 80 rain barrels were purchased through this program at an expense of \$2,000 to the utility.

This kind of program is good for the community in a number of different ways. First, it provides an opportunity, at a reduced cost for homeowners, to do something that can have a positive impact on the environment (not to mention the benefit to their plants and gardens). Use of rain barrels can help save irrigation costs and helps in a small way to recharge our groundwater. In addition, it provides a wonderful, positive contact opportunity for us that show our commitment to environment. While we show the environmental commitment in many ways, like enhanced wastewater treatment, experimenting with electric gators, composting, and others, this is a day-in day-out example that our customers have direct opportunity to see and use. This private/public partnership with local businesses is positive in keeping dollars and opportunities at home.

**FISCAL IMPACT:**

The rebates would be funded from the Stormwater Utility for a maximum of \$2,000.00 paid out in the form of rebates.

**ALTERNATIVES/VARIATIONS:**

Do not act: Staff will await City Council direction.

Negative Votes: Staff will await City Council direction.

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

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

LGG/vwt



Fiskars Rain Barrel  
48 Gallon  
\$80.00 before rebate

**2013  
Rain Barrel  
Rebate!  
April 15th  
through  
June 15th**

\$80.00 Rain Barrel  
purchase qualifies for a  
rebate of \$25.00



Earth Minded Rain Barrel  
48 Gallon  
\$90.00 before rebate

**Conversion Kits Now Available!**

DIY Rain Barrel Diverter and Parts Kit  
\$32.00 before rebate

Qualifies for a rebate of \$10.00

Kit includes all the parts needed to create a  
rain barrel.

Barrel is **NOT** included!

**Available for Purchase At**

Arrow Ace Hardware

Mary's Flowers

St. Peter Greenhouse & Floral

Traverse de Sioux Garden Center

**Rain Barrel Benefits**

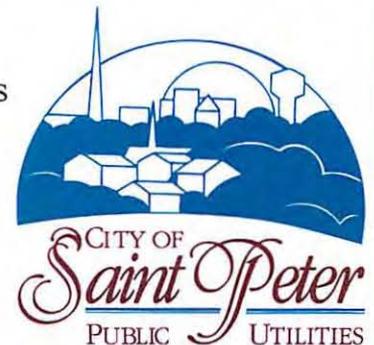
Rainwater is great for gardens, houseplants, auto cleaning, window washing, and many other household chores; they provide a source of water during droughts; they save you money by lowering your water bill and they reduce stress on the municipal storm drain and sewer systems.

Rebate forms will be filled out at time of purchase. Utility personnel will pick up rebates and submit to the City Finance for reimbursement on your utility bill. Limit two per household. Rebate available to the first 100 qualified rain barrel purchases.

If your neighborhood has an association, please check current bylaws to determine eligibility.

Rebates are received in the form of a utility rebate credit.

*Program is sponsored by the City of Saint Peter Stormwater Utility*



**CITY OF SAINT PETER, MINNESOTA**

**RESOLUTION NO. 2013 -**

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

**RESOLUTION ESTABLISHING RAIN BARREL PROGRAM AND ESTABLISHING FUNDING  
FOR REBATE PROGRAM**

WHEREAS, the City Council has established a Stormwater Utility; and

WHEREAS, in 2012 the City Council directed staff to investigate and propose a program the promote the use of rain barrels as a way to help reduce stormwater runoff, conserve water, enhance regeneration of local aquifers; and

WHEREAS, funding is available in the Stormwater Fund budget to provide rebates; and

WHEREAS, the first year of funding the program was successful; and

WHEREAS, the Council believes that providing continued funding for a private/public partnership on the sale of the rain barrels is positive for the promotion of the program.

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

1. Staff is directed to utilize up to \$2,000 from Stormwater Funds for the payment of individual \$25 rebates for the purchase of rain barrels or payment of \$10 rebates for purchase of rain barrel kits from these selected vendors: Arrow Ace Hardware, Mary's Flowers, St. Peter Greenhouse and Floral, and Traverse des Sioux Garden Center.
2. To be eligible for rebates, the rain barrel must be of the two selected types or have a sale price greater than \$80.
3. Saint Peter utility customers are eligible for up to two rebates per utility address.
4. Rebates will be provided as a credit on the buyer's Saint Peter utility bill.
5. Rebates will be provided for the first 100 Rain Barrels sold.
6. The program will run from April 15, 2013 to June 15, 2013.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 25th day of March, 2013.

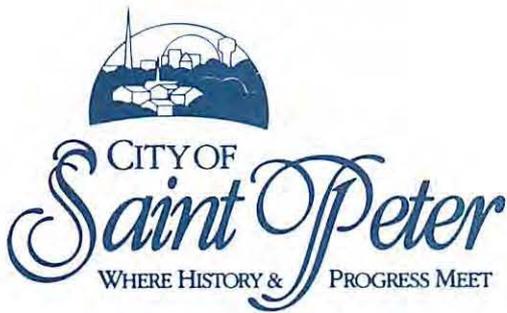
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Timothy Strand  
Mayor

ATTEST:

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Todd Prafke  
City Administrator



## Memorandum

**TO:** Todd Prafke  
City Administrator

**DATE:** 03/22/13

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

**RE:** Rejecting a bid for Furnishing Air Pollution Control Equipment for a Project at the Broadway Generation Plant

### **ACTION/RECOMMENDATION**

Reject the bid received from Farabee Mechanical, Incorporated, of Hickman, Nebraska, for furnishing Air Pollution Control Equipment for a Broadway Generation Plant Project.

### **BACKGROUND**

The City solicited bids to be received on February 27, 2013, for furnishing Air Pollution Control Equipment for a project at the Broadway Generation Plant. One bid was received and that bid contained conditions. The bid indicated that the contractor would not provide warranty for the product which was bid. The bid also contained other conditions which were in direct violation of paragraph H of the Engineer's instructions to bidders. As the bid did not comply with the specifications, it should be rejected.

Staff believes this serves the community by continuing our efforts to comply with Federal and State rules while securing the most appropriate equipment and rejecting bids or entering contracts if they are not of good value to the City and our residents. In this instance, the inability of the sole bidder to meet the requirements for engine performance and contractually not providing any warranty, are concerns that we believe are important to rectify through another bid process.

### **FISCAL IMPACT:**

There will be some additional cost to the project due to additional engineering fees for receiving bids a second time.

### **ALTERNATIVES/VARIATIONS:**

Do not act: This is not an option for the City Council.

Negative Votes: Staff will seek city Council direction.

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

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



March 20, 2013 (Via E-mail Only)

Mr. Lewis Giesking  
Director of Public Works  
City of Saint Peter, MN

**Re: Furnishing Air Pollution Control Equipment – Award Recommendation  
Broadway Generation Plant – NESHAP Compliance Activities  
City of Saint Peter, MN  
DGR Project No. 415526**

Dear Lew:

We have completed our analysis of the single bid that was received on February 27, 2013 for the Furnishing of Air Pollution Control Equipment for the NESHAP Compliance Activities Project at the Broadway Generation Plant. A summary form for the bid is included with this letter.

The single bid that was received was from Farabee Mechanical, Inc. out of Hickman, NE and had a price of \$202,362.00. Farabee's bid utilized catalysts manufactured by Miratech. Our analysis of the bid revealed that they would not provide a warranty for their base bid product. Pricing for an alternative product that would be covered by warranty was not provided. In addition, the bid was qualified with additional terms & conditions that were not allowed per the specifications and subsequently deemed "non-negotiable" by Farabee. Furthermore, there are several technical aspects of the bid that do not meet the specifications.

It is our opinion that Farabee's bid has substantially deviated from the specifications and is non-compliant. With these items in mind, we do not believe the Farabee bid will provide the City with a successful installation. Therefore, we recommend that the bid be rejected and that the materials be re-bid.

Please pass on our recommendation to the City Council. Feel free to contact me with any questions you may have.

Best Regards,

DGR ENGINEERING

A handwritten signature in blue ink, appearing to read 'Andy Koob', written over a horizontal line.

Andy Koob, P.E.

Enclosures 1

**BID SUMMARY**

**FURNISHING AIR POLLUTION CONTROL EQUIPMENT  
CITY OF SAINT PETER  
SAINT PETER, MINNESOTA**

**DGR**  
ENGINEERING  
1302 South Union Street  
Rock Rapids, Iowa 51246  
DGR Project No. 415526

Bid Letting: February 27, 2013 - 2:00 PM  
City Hall  
Page 1 of 1

Bidder and Address	Bid Security	Total Base Price	Oxidation Catalyst Manufacturer	Continuous Monitoring System Manufacturer	Delivery Date	Comments
Farabee Mechanical, Inc. P.O. Box 1748 Hickman, NE 68372	10% Bond	\$202,362.00	Miratech	Mira-Monitor	July 1, 2013	* Will not warranty insulated carbon steel catalysts * Additional terms & conditions apply

Base bid includes: In-line catalyst and continuous emissions monitoring system for six (6) CAT 3516B, 2250/2000 kW engines

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2013 -

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

**RESOLUTION REJECTING BID FOR FURNISHING AIR POLLUTION CONTROL  
EQUIPMENT FOR A PROJECT AT THE BROADWAY GENERATION PLANT.**

WHEREAS, the city solicited bids to be received on February 27, 2013, for furnishing Air Pollution Control Equipment for a project at the Broadway Generation Plant; and

WHEREAS, one bid was received with conditions; and

WHEREAS, the bid received did not provide a warranty for the air pollution control equipment bid as required by the specifications; and

WHEREAS, the bid was qualified with additional terms and conditions; and

WHEREAS, the inclusion of additional terms and conditions in the bid is in direct violation of paragraph H of the engineers instructions to bidders.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SAINT PETER, NICOLLET COUNTY, MINNESOTA, THAT: the bid from Farabee Mechanical, Incorporated, of Hickman, Nebraska in the amount of \$202,362.00 for furnishing air pollution control equipment for a project at the Broadway Generation Plant, be rejected, as it did not comply with the specifications.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 25th day of March, 2013.

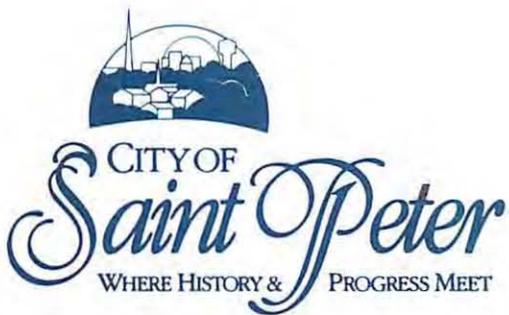
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Tim Strand  
Mayor

ATTEST:

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Todd Prafke  
City Administrator



## Memorandum

**TO:** Todd Prafke  
City Administrator

**DATE:** 3/22/2013

**FROM:** Jane Timmerman  
Recreation and Leisure Services Director

**RE:** Unbudgeted Purchase: Replacement Boiler

### **ACTION/RECOMMENDATION**

Purchase a replacement boiler for the Library.

### **BACKGROUND**

During a regular preventative maintenance check, one of the original Burnham boilers in the library was discovered to be leaking. The leak cannot be repaired and the boiler must be replaced.

Staff received three quotes for replacement of the boiler as follows:

Schwickert's	\$11,550
Thermodynamics (previously known as Cuddy Mechanical)	\$9,550
Paape Companies, Inc.	\$11,500

Staff recommends accepting the low quote in the amount of \$9,550 plus sales tax and permit fees from Thermodynamics for a replacement Burnham boiler of the same model as the existing equipment. The quote also includes disposal of the existing equipment.

### **FISCAL IMPACT:**

This is an unbudgeted purchase. Funding is available in the Library Fund reserves for this purchase.

### **ALTERNATIVES/VARIATIONS:**

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

Negative Vote: Staff will seek additional direction from the Council on how to proceed with replacement of this necessary equipment.

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

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

JT/

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2013 -

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

**RESOLUTION AUTHORIZING UNBUDGETED PURCHASE OF REPLACEMENT BOILER  
FOR LIBRARY**

WHEREAS, one of the original boilers installed in the Library in 2002 has failed; and

WHEREAS, it is necessary for both boilers to operate in the facility; and

WHEREAS, staff solicited quotes for replacement of the equipment and three quotes were received as follows:

Schwicker's	\$11,550
Thermodynamics (previously known as Cuddy Mechanical)	\$9,550
Paape Companies, Inc.	\$11,500

WHEREAS, the low bidder, Thermodynamics, has previously provided heating work for the City and has successfully completed each of those jobs; and

WHEREAS, staff recommends accepting the low quote from Thermodynamics; and

WHEREAS, this is an unbudgeted purchase that can be funded by Library reserve funds.

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 replacement boiler for the Library from Thermodynamics in the amount of \$9,550 plus sale tax.
2. Funding for the purchase shall be from Library reserve funds.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 25th day of March, 2013.

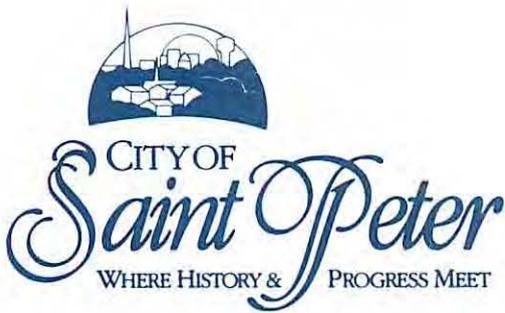
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Timothy Strand  
Mayor

ATTEST:

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Todd Prafke  
City Administrator



## Memorandum

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

**DATE:** 3/20/2013

**FROM:** Todd Prafke  
City Administrator

**RE:** Closed Session – Land Acquisition Negotiations

### **ACTION/RECOMMENDATION**

Call for closed session to discuss land acquisition negotiations.

### **BACKGROUND**

State law provides an option for closing public meetings to discuss, among other things, negotiations involving land acquisition.

Staff is in negotiations with a property owner for acquisition of property related to the Washington Avenue Link Project and I recommend a closed session be called as part of the meeting on March 25, 2013.

No further action is anticipated at this time.

### **FISCAL IMPACT:**

There is no fiscal impact to closing the public meeting for this discussion. No action will occur during the closed session.

### **ALTERNATIVES/VARIATIONS:**

**Do Not Act:** Should the Council choose to forgo the closed session, discussion on the negotiations could take place in open session.

**Denial:** Should the Council choose to forgo the closed session, discussion on the negotiations could take place in open session.

**Modification of the Resolution:** This is always an option of the Council, however, any modifications to the Resolution should be done within State regulations for closing a public meeting.

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

TP/bal

**CITY OF SAINT PETER, MINNESOTA**

**RESOLUTION NO. 2013 -**

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

**RESOLUTION CALLING FOR CLOSED SESSION**

WHEREAS, Minnesota Statutes provide for executive session of the City Council to discuss certain issues including real estate property acquisition negotiations; and

WHEREAS, negotiations are currently underway between the City and a property owner related to the Washington Avenue Link Project; and

WHEREAS, the City Administrator recommends a closed session be convened to further discuss the negotiations.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SAINT PETER, NICOLLET COUNTY, MINNESOTA, THAT: a closed session of the City Council be conducted to discuss real estate property acquisition negotiations.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 25th day of March 25, 2013.

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

ATTEST:

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Todd Prafke  
City Administrator