

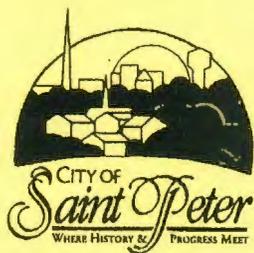
**CITY OF SAINT PETER, MINNESOTA
AGENDA AND NOTICE OF MEETING**

Regular City Council Meeting of Monday, May 11, 2015
Community Center Governors' Room - 7:00 p.m.

- I. **CALL TO ORDER**
- II. **APPROVAL OF AGENDA**
- III. **APPROVAL OF MINUTES**
- IV. **PUBLIC HEARING**
 - 1. Kottke Real Estate Holdings LLC Business Subsidy
- V. **VISITORS**
 - A. Scheduling of Visitor Comments on Agenda Items
 - B. General Visitor Comments
- VI. **APPROVAL OF CONSENT AGENDA ITEMS**
- VII. **UNFINISHED BUSINESS**

None scheduled.
- VIII. **NEW BUSINESS**
 - A. Kottke Real Estate Holdings LLC Business Subsidy
 - B. 2015 Seal Coat Project Bid Award
 - C. MnDOT Highway 22 Utility Work Agreement
 - D. Hospital Equipment Purchase Requests
 - E. Annexstad Agricultural Land Lease
 - F. Baseball Association Donation Acceptance
 - G. New License Applications
- IX. **REPORTS**
 - A. **MAYOR**
 - B. **CITY ADMINISTRATOR**
 - 1. Memorial Day Closures
 - 2. Electronics, Appliances, and Furniture Collection
 - 3. Advisory Board Vacancies
 - 4. Others
- X. **EXECUTIVE SESSION**
 - A. Resolution Calling For Closed Session
ADJOURN TO CLOSED SESSION IN TDS ROOM
 - B. Land Purchase Negotiations
 - 1. Housing Subdivision Land Purchase Negotiations
 - 2. Stormwater Detention Basin Purchase Negotiations**RETURN TO OPEN SESSION**
- XI. **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 April 27, 2015 regular Council meeting is attached for approval. A MOTION is in order.

IV. **PUBLIC HEARING**

A. **BUSINESS SUBSIDY REQUEST: KOTTKE REAL ESTATE HOLDINGS LLC**

A public hearing has been scheduled at this time as required by Minnesota Statute to consider an application for a business subsidy for Kottke Real Estate Holdings LLC, dba Spring Touch Lawn Care Specialists, in an amount exceeding \$100,000. Notice of the hearing has been duly published in the St. Peter Herald. City Council action on the issue has been scheduled under NEW BUSINESS.

V. **VISITORS**

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

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

B. **General Visitor Comments**

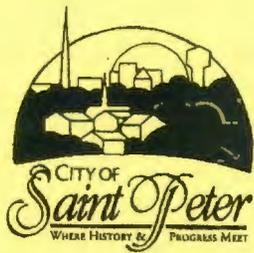
Any members of the audience wishing to address the Council concerning items not on the agenda may do so at this time.

VI. **APPROVAL OF CONSENT AGENDA ITEMS**

The consent agenda, including approval of the schedule of disbursements for April 23, 2015 through May 6, 2015 is attached. Please see the attached staff reports and RESOLUTION.

VII. **UNFINISHED BUSINESS**

None scheduled.



VIII. NEW BUSINESS

A. ADOPTION OF A RESOLUTION APPROVING BUSINESS SUBSIDY FOR KOTTKE REAL ESTATE HOLDINGS LLC (DBA SPRING TOUCH LAWN SPECIALISTS)

As required by State Statute and following the public hearing, staff recommends approval of a request for a business subsidy for Kottke Real Estate Holdings LLC (Marvin and Linda Kottke), dba Spring Touch Lawn Care Specialists, in an amount exceeding \$100,000. Please see the attached staff report and RESOLUTION.

B. ADOPTION OF A RESOLUTION AWARDING BID FOR 2015 SEAL COAT PROJECT

Bids have been received for the 2015 Street Seal Coating Project. Staff recommends award of the bid to low bidder Caldwell Asphalt Company. Please see the attached staff report and RESOLUTION.

C. ADOPTION OF A RESOLUTION APPROVING EXECUTION OF AGREEMENT WITH MINNESOTA DEPARTMENT OF TRANSPORTATION FOR UTILITY WORK ALONG HIGHWAY 22

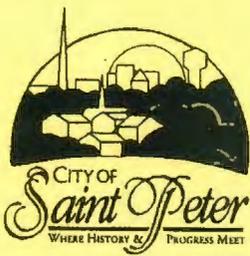
Plans for MnDOT's reconstruction of Highway 22 from Highway 169 to the river bridge will incorporate corrections to street lights and storm sewer manholes. Staff recommends execution of an agreement with MnDOT for this work to be done as part of the Highway 22 Flood Mitigation Project. Please see the attached staff report and RESOLUTION.

D. ADOPTION OF RESOLUTIONS APPROVING EQUIPMENT PURCHASES FOR RIVER'S EDGE HOSPITAL AND CLINIC

As required by the City Code, purchases by the Hospital exceeding \$15,000 must be approved by the City Council. The Hospital Commission requests the approval of three purchases as outlined in the attached memos from Hospital CEO George Rohrich. Please see the attached staff report and RESOLUTIONS.

E. ADOPTION OF A RESOLUTION APPROVING EXECUTION OF RENEWAL AGRICULTURAL LAND LEASE WITH BRETT ANNEXSTAD

The Council has previously leased the Lambert farm property to Brett Annexstad for farming. As planning for development of this property continues, staff recommends approval be provided for renewal of this



agricultural land lease. Please see the attached staff report and RESOLUTION.

F. ADOPTION OF A RESOLUTION ACCEPTING DONATION FROM ST. PETER BASEBALL ASSOCIATION

Staff recommends acceptance of a \$10,000 donation from the St. Peter Baseball Association to be used for ballfield improvements at Ramsey Park. Please see the attached staff report and RESOLUTION.

G. ADOPTION OF A RESOLUTION APPROVING NEW LICENSE APPLICATIONS

Following background investigations, staff recommends approval of a Tree Worker's License for Anthony Tree Service and a raffle license for SNAPS. Please see the attached staff report and RESOLUTION.

IX. REPORTS

A. MAYOR

1. REPORT ON "POLICE OFFICER MEMORIAL DAY/WEEK" PROCLAMATION

Mayor Strand will proclaim May 15th as "Police Officer Memorial Day" and May 10-16, 2015 as "Police Officer Memorial Week" in the community.

2. OTHERS

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

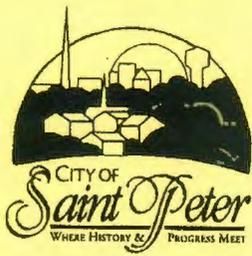
B. CITY ADMINISTRATOR

1. REPORT ON MEMORIAL DAY CLOSURES

A report will be provided at this time on how the Memorial Day holiday will impact City services including the next City Council meeting.

2. REPORT ON APPLIANCE, ELECTRONICS, AND FURNITURE COLLECTIONS

A report will be provided at this time on the planned collections of appliances, electronics and furniture. (The City of Saint Peter does NOT provide for a curbside junk collection.)



3. REPORT ON ADVISORY BOARD VACANCIES

A report will be provided at this time on vacancies on the Heritage Preservation Commission (2) and the Tourism and Visitors Bureau (2).

4. OTHERS

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

X. EXECUTIVE SESSION

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

State law allows for public meetings to be closed to discuss land purchase negotiations. Staff recommends the meeting be closed at this time to discuss negotiations for the purchase of land for a housing subdivision and purchase of land for a stormwater detention basin. Please see the attached RESOLUTION.

ADJOURN TO CLOSED SESSION IN THE TRAVERSE DES SIOUX ROOM

B. DISCUSSION OF NEGOTIATIONS FOR PURCHASE OF LAND FOR HOUSING SUBDIVISION

Discussion will take place at this time regarding negotiations for the purchase of land to be used for a housing subdivision.

C. DISCUSSION OF NEGOTIATIONS FOR PURCHASE OF LAND FOR STORMWATER DETENTION BASIN

Discussion will take place at this time regarding negotiations for the purchase of land to be used for a stormwater detention basin.

RETURN TO OPEN SESSION

XI. ADJOURNMENT

Office of the City Administrator
Todd Prafke

CITY OF SAINT PETER, MINNESOTA

OFFICIAL PROCEEDINGS

MINUTES OF THE CITY COUNCIL MEETING

APRIL 27, 2015

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 April 27, 2015.

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

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

Approval of Minutes – A motion was made by Carlin, seconded by Parras, to approve the minutes of the April 13, 2015 regular City Council meeting. With all in favor, the motion carried and the minutes were approved. A complete copy of the minutes of the April 13, 2015 regular City Council meeting is contained in the City Administrator's book entitled Council Proceedings 19.

Consent Agenda – In motion by Kvamme, seconded by Grams, Resolution No. 2015-53 entitled "Resolution Approving Consent Agenda" was introduced. With all in favor, the Resolution was declared passed and adopted as modified. A complete copy of Resolution No. 2015-53 is contained in the City Administrator's book entitled Council Resolutions 20.

Refunding Of Electric Revenue Bonds – Shannon Sweeney from David Drown Associates presented a recommendation for refinancing of the 2006 and 2010C Electric Revenue bonds. Sweeney estimated the City could see a reduction in interest rates on the bond of between 1-1.25% which would equate to a \$492,000 net savings. Sweeney noted that the term of the issuances would not change and recommended a competitive sale with a bond rating purchased from Moody's. Sweeney also pointed out that the City's bond counsel at Briggs and Morgan felt there may be some risk involved in refinancing the 2010C issuance which was issued as "Building America" bonds with a reimbursement of 35% of the interest costs from the Federal government. Sweeney informed the Council the reimbursement had been less than promised and many local governments were seeking to refinance the bonds even with the risk that the bond holders would seek damages for calling the bonds. Sweeney and City Administrator Prafke stated staff felt the risk outweighed the savings that would be achieved with refinancing and that the risks were manageable, and staff was recommending proceeding with refinancing of both bonds. In motion by Grams, seconded by Kvamme, Resolution No. 2015-54 entitled "Resolution Providing For The Competitive Negotiated Sale Of \$7,660,000 Electric Revenue Refunding Bonds, Series 2015A", was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2015-54 is contained in the City Administrator's book entitled Council Resolutions 20.

2015 Water Fund Budget/Rate Increase – Finance Director O'Connell presented the proposed 2015 Water Fund budget in the amount of \$3,681,100 and a recommendation for an increase in water rates which included a \$5.00 increase in the monthly base rate for 1" meters effective

June 1, 2015; a \$0.50/1,000 gallons increase in irrigation meters effective June 1, 2015; and increases in the flow rate of \$0.25/1,000 gallons of domestic use and \$0.35/1,000 gallons of irrigation use both being effective December 1, 2015. O'Connell provided analysis of the impact the rate increases would have on the Water Fund reserves and the need to increase the reserves prior to considering future debt issuances which would help ensure a strong bond rating for those issuances. O'Connell also pointed out that increasing the base rate versus just increasing flow rates would provide more stability for the fund.

Mayor pro tem Zieman questioned why the level of reserves was so important. O'Connell reiterated the need to have cash on hand to ensure a good bond rating and City Administrator Prafke pointed out the need to have cash on hand in the event of an equipment failure and to ensure bills are paid on time.

In motion by Carlin, seconded by Kvamme, Resolution No. 2015-55 entitled "Resolution Adopting The 2015 Water Fund Budget", was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2015-55 is contained in the City Administrator's book entitled Council Resolutions 20.

Councilmember Kvamme suggested the Council has had a past history of providing for incremental increases in rates which allows customers to have gradual budget adjustments and suggested the base rate should be implemented in two \$2.50 increases to allow customers to adjust their budgets and finances accordingly. City Administrator Prafke indicated that any of the proposals being considered by the Council would provide for an increase in reserves which would put the fund in a better position.

Finance Director O'Connell pointed out that the \$5.00 per month increase in the base rate was the only proposal that would eliminate a \$14,000 or more fund deficit if a large unanticipated expense like replacement of the membrane was needed in 2015. With that information Councilmember Kvamme indicated he was withdrawing his suggestion and would support the \$5.00 base rate increase.

Councilmember Brand indicated he had spoken with the Chamber Director and several professionals in the community regarding the proposed rate increases and no one had indicated a perception that the increases would cause an exodus from the community. Brand also noted that several of the individuals he spoke to felt many were moving to Saint Peter from the metro area where the water rates were higher. Brand indicated his belief that having incremental increases was a more thoughtful approach, but the Council's duty to the community included maintaining the fund balance so he would support the \$5.00 increase.

In motion by Kvamme, seconded by Carlin, Resolution No. 2015-56 entitled "Resolution Adopting Water Rates", was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2015-56 is contained in the City Administrator's book entitled Council Resolutions 20.

2015 Equipment Certificate Bid Authorization – Finance Director O'Connell requested authorization to receive bids for issuance of a \$245,000 equipment certificate that would include purchase of two squad cars, an asphalt paver and replacement controllers for the pool. O'Connell stated the five year issuance would have an estimated annual debt payment of \$53,000. In motion by Brand, seconded by Grams, Resolution No. 2015-57 entitled "Resolution Authorizing Solicitation Of Bids For \$245,000 Equipment Certificate", was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of

Resolution No. 2015-57 is contained in the City Administrator's book entitled Council Resolutions 20.

Revolving Loan Request: Generations Boutique – Community Development Director Wille provided the Economic Development Authority recommendation for approval of a \$7,000 revolving loan to Chelsie Salonek for start-up costs associated with Generations Boutique at 326 South Minnesota Avenue. Wille indicated the recommendation was for a five year straight amortization at three percent (3%) interest, and securities of a second position on the furniture, fixtures, equipment, accounts receivable and inventory with Nicollet County Bank holding a first position on a \$9,000 loan and the applicant providing \$2,000 in start-up costs and an additional \$2,000 for operating expenses. In motion by Carlin, seconded by Brand, Resolution No. 2015-58 entitled “Resolution Approving \$7,000 Revolving Loan To Chelsie Salonek To Partially Finance The Start-Up Costs Of Generation Boutique At 326 South Minnesota Avenue”, was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2015-58 is contained in the City Administrator's book entitled Council Resolutions 20. Wille reported the business will offer women's clothing and accessories in sizes for all generations.

Solar Initiative Project – City Administrator Prafke recommended authorization be provided for execution of an agreement with Ameresco for completion of a preliminary feasibility analysis of City facilities which would show possible energy and other cost reduction opportunities. Prafke noted that although no project is anticipated at this time, the analysis could serve as a basis for future projects to develop energy savings and alternative energy projects and the analysis would be done at no cost to the City. Councilmember Brand asked if such projects would have an impact on the City's contract with Southern Minnesota Municipal Power Agency (SMMPA). Prafke noted that any project would have to be carefully evaluated in relation to the SMMPA contract and production of power. In motion by Brand, seconded by Parras, Resolution No. 2015-59 entitled “Resolution Authorizing Execution Of Feasibility Analysis Agreement With Ameresco”, was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2015-59 is contained in the City Administrator's book entitled Council Resolutions 20.

Electric Conduit Installation – Public Works Director Moulton requested acceptance of formal written proposals from Geldner Construction and Jordan Drilling for installation of electric distribution system conduit by boring on eight projects. Moulton indicated that \$36,350 of the work would be done by Jordan and \$13,500 by Geldner. In motion by Carlin, seconded by Grams, Resolution No. 2015-60 entitled “Resolution Authorizing Geldner Construction And Jordan Drilling To Install Electric Distribution System Conduit”, was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2015-60 is contained in the City Administrator's book entitled Council Resolutions 20.

Reports

Mayor pro tem Zieman reminded the Council of the invitation they received from the Senior Coordinator for a volunteer recognition event to be held on April 29th from 2-3:30 p.m. in recognition of the Senior volunteers and their programs.

City Administrator Prafke reported the City's parks were open for business and were looking very good.

There being no further business, a motion was made by Brand, seconded by Grams, to adjourn. With all in favor, the motion carried and the meeting adjourned at 8:13 p.m.

Timothy Strand
Mayor

ATTEST:

Todd Prafke
City Administrator

CITY OF SAINT PETER, MINNESOTA

PUBLIC HEARING PROCESS AND PROCEDURES

Public hearings conducted at City Council meetings will include an opportunity for the general public and interested parties to hear and see all information and to ask questions, provide additional information, express support or opposition, and/or suggest modifications to the proposal.

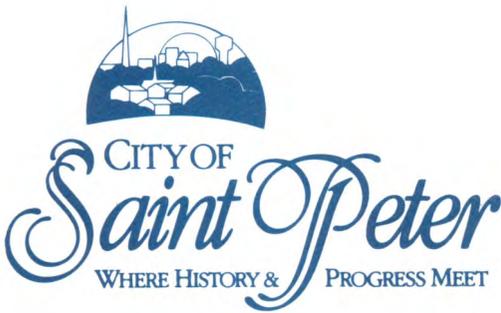
The Mayor will conduct the public hearing. He/she will explain the procedure to be followed before the hearing begins. The public will be allowed to participate and must follow the rules of conduct. Hearings are formal proceedings and will be conducted as such. While everyone will be given an opportunity to participate, comments should be germane to the topic at hand and concise. If many people share the same viewpoint, the City Council encourages the appointment of a spokesperson to avoid repetitive testimony.

The public hearing will be conducted in the following manner:

1. Staff Presentation - City staff, or consultants employed by the City, will identify the issue of the hearing, explain any pertinent laws or regulations associated with the issue; and the steps being taken by the City.
2. Applicant's Presentation - In this portion of the hearing, the applicant (if applicable) has the opportunity to present his or her case. However, no statement either for or against the proposal should be accepted at this point.
3. Public Comment – Once staff and the applicant have completed their background information, the public will be allowed to speak.

All speakers in the public comment portion of the hearing will be limited to five (5) minutes. The Mayor may allow extended time at his/her discretion. All speakers will be encouraged to present factual evidence for public consideration and to refrain from broad statements without any basis of fact. Speakers may provide written materials to the Council. The Council will listen to testimony, but will refrain from engaging in discussion with the speakers.

After all evidence and testimony has been received and everyone has been given an opportunity to be heard, the public hearing will be closed by the Mayor. Action on the hearing issue may or may not be scheduled for later in the meeting. If action is to be taken, the City Council will discuss the issue in open session. During the Council discussion portion of the meeting, citizens will no longer be allowed to participate.



Memorandum

TO: Todd Prafke
City Administrator

DATE: 5/05/2015

FROM: Pete Moulton *Pete*
Director of Public Works

RE: Fire Hydrants Purchase

ACTION/RECOMMENDATION

Approve the purchase of four fire hydrants and watermain accessories from Minnesota Pipe and Equipment of Farmington, Minnesota in the amount of \$10,616.14.

BACKGROUND

Staff is in the process of replacing hydrants that have either failed or are deficient in flow characteristics. The Water Utility budget contains money allocated for the purpose of these replacements.

Staff prepared a "request for quote" specification that would allow for three hydrant vendors to competitively submit a quote for delivery of four fire hydrants and watermain accessories. Only two vendors supplied quotes and met the minimum requirements for delivery and materials.

Quotes were received from:

Minnesota Pipe and Equipment Inc. - Farmington	\$ 10,616.14
HD Supply Waterworks Inc. - Eden Prairie	\$ 10,696.00
Ferguson Waterworks Inc. - Blaine	Did not respond

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

PM/CV



*Saint Peter Volunteer Fire Department
227 West Mulberry Street, Saint Peter, Minnesota 56082
507-934-1120
Office of the Fire Chief- Ronald D. Quade*

TO: Honorable Mayor Strand
Members of the City Council
City Administrator Prafke

DATE: 5/5/15

FROM: Fire Chief Quade

RE: MSA Thermal Imaging Camera and Evolution 5000 series Vehicle Kit.

ACTION/RECOMMENDATION

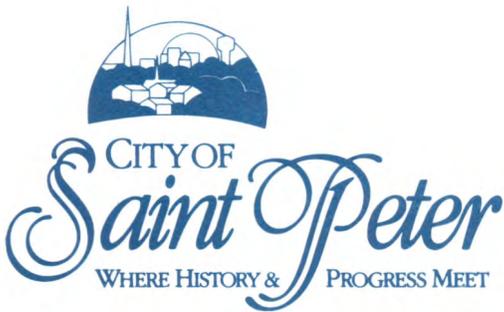
For your review and approval to purchase;

BACKGROUND

Replacement of our outdated Thermal imaging camera with a new MSA EV5200HD2 camera was brought forth and put into budget for 2015 budget year. Our existing thermal imaging camera is over ten years old and is starting to experience issues quite expensive to repair along with battery charging issues. This camera is an integral part of the fire fighting operations for internal entry during calls. New technology and improved thermal detection capabilities also make our existing camera obsolete. This item was approved for budget in the amount of \$8700.00 and has now been re-quoted at \$8561.81 while updating quotes. This actually is a decrease from the budgeted amount requested by \$138.39. Please note the three bid package attached to purchase order and we wish to take the low bid from Emergency response solutions of Wyoming Mn. Thank you for your time in this matter.

Respectfully:

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



Memorandum

TO: Todd Prafke
City Administrator

DATE: 5/6/2015

FROM: Cindy Moulton *Cindy*
Administrative Secretary

RE: Licenses

ACTION/RECOMMENDATION

Provide approval of licenses.

BACKGROUND

The City has received annual and temporary license applications for City Council approval.

The bars, restaurants, liquor stores and convenience stores have submitted renewal applications for their On Sale, Sunday, Off Sale, and 3.2 On and Off Sale Beer licenses. The licensing period will be in effect from July 1, 2015 – June 30, 2016.

There are several events taking place this summer at a variety of locations. The City has received a number of temporary license applications by businesses/people wanting to participate in these events. They have submitted the following temporary applications: On Sale Liquor, Soft Drink, On Sale 3.2 Beer, and Bingo. The dates vary depending on the event.

Please place these items on the May 11, 2015 City Council consent agenda.

FISCAL IMPACT:

None other than receipt of the permit fees.

ALTERNATIVES/VARIATIONS:

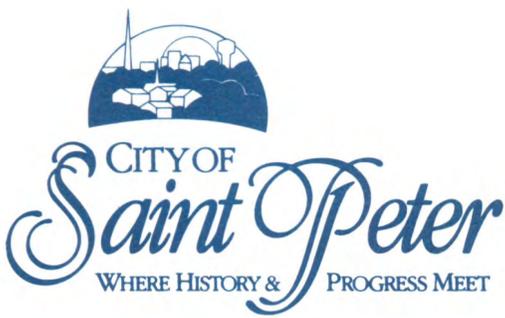
Do Not Act: No further action will be taken without Council direction.

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: Todd Prafke
City Administrator

DATE: 05/08/15

FROM: Jane Timmerman
Recreation & Leisure Services Director

RE: Assistant Lead Librarian Appointment

ACTION/RECOMMENDATION

Approve the appointment of Brenda McHugh as full-time Assistant Lead Librarian at the wage rate of \$15.59 per hour.

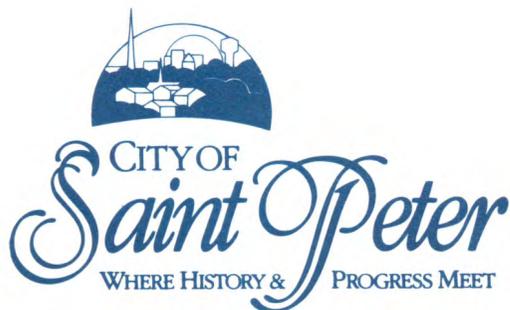
BACKGROUND

After the resignation of the Assistant Lead Librarian in March, the job description was reviewed and updated by the Council. Recruitment for the position followed and has been completed. Five candidates were selected for interviews. It is my recommendation that Brenda McHugh be appointed as the new Assistant Lead Librarian. Prior to her starting the position on June 1, 2015 we will conduct a background check.

Ms. McHugh has many positive qualities and successful experiences that will make her a great addition to the library staff. These qualities/experiences include a positive attitude, commitment to helping children and families, researching and evaluating new children's literature, development and implementation of family literacy programs, customer service skills, organization, and experience communicating via social media and e-newsletters, and website management.

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

JT/



Memorandum

TO: Todd Prafke
City Administrator

DATE: May 4, 2015

FROM: Paula O'Connell Dean Busse
Director of Finance Building Official

RE: Receptionist/Accounts Payable Clerk

ACTION/RECOMMENDATION

Appoint Danielle Lindquist to the position of Receptionist/Accounts Payable Clerk in the Building and Finance Departments at the wage of \$12.00 per hour.

BACKGROUND

An opening in the position of Receptionist/Accounts Payable Clerk position in the Building/Finance Department was created following a resignation. The recruitment process resulted in several qualified applicants. Following interviews and the background investigation, we recommend the appointment of Danielle Lindquist to the position at the rate of \$12.00 per hour.

Following the successful completion of her six month probationary period, we would provide a probationary raise equal to 1.8%.

If you have any further questions or concerns on this agenda item, please feel free to contact us.

PO/DB

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
4 THE TEAM, LLC	john h uniform allowance	WASTE WATER FUND	ADMIN AND GENERAL	45.00
			TOTAL:	45.00
ALL AMERICA PRESSURE WASHER MFG., INC.	gun handle pressure washer	GENERAL FUND	STREETS	9.00
	gun handle pressure washer	GENERAL FUND	PARKS	9.00
	gun handle pressure washer	WATER	DISTRIBUTION AND STORA	4.50
	gun handle pressure washer	WASTE WATER FUND	SOURCE/TREATMENT	4.50
	gun handle pressure washer	ENVIRON SERVICES F	REFUSE DISPOSAL	4.50
	gun handle pressure washer	ELECTRIC FUND	POWER DISTRIBUTION	9.00
	gun handle pressure washer	STORMWATER FUND	TREATMENT	4.50
			TOTAL:	45.00
ALPHA WIRELESS COMMUNICATIONS CO	maintenance on ltr radios	GENERAL FUND	MUNICIPAL BUILDING	59.32
	pager repair	GENERAL FUND	FIRE	159.60
	maintenance on ltr radios	GENERAL FUND	PUBLIC WORKS ADMIN	83.04
	maintenance on ltr radios	WATER	ADMIN AND GENERAL	56.83
	maintenance on ltr radios	WASTE WATER FUND	ADMIN AND GENERAL	51.40
	maintenance on ltr radios	ELECTRIC FUND	ADMIN AND GENERAL	51.41
			TOTAL:	461.60
ARROW ACE HARDWARE INC	light bulb, hanger	GENERAL FUND	FINANCE	18.73
	squad clean supp,batteries	GENERAL FUND	POLICE	33.57
	shop supplies	GENERAL FUND	FIRE	29.94
	bathroom repairs & supplie	GENERAL FUND	FIRE	77.51
	drill room repairs & suppl	GENERAL FUND	FIRE	210.48
	lawnmower supplies	GENERAL FUND	FIRE	34.56
	batteries	GENERAL FUND	BUILDING INSPECTOR	15.99
	#143 liner tape	GENERAL FUND	PUBLIC WORKS ADMIN	10.58
	draino, film	GENERAL FUND	PUBLIC WORKS ADMIN	14.58
	paint	GENERAL FUND	STREETS	37.95
	sprayer, paint	GENERAL FUND	STREETS	22.17
	nylon bushing	GENERAL FUND	SWIMMING POOL	2.59
	cover box, seal, paint, bo	GENERAL FUND	PARKS	85.89
	oil, carpet clnr,weed kill	LIBRARY FUND	LIBRARY	32.67
	oil, carpet clnr,weed kill	COMMUNITY CENTER	COMMUNITY CENTER	32.68
	bolts,toilet seat,battery,	COMMUNITY CENTER	COMMUNITY CENTER	60.06
	pvc, cast acg, filters	WATER	PURIFICATION AND TREAT	138.81
	paint, oil	WATER	DISTRIBUTION AND STORA	28.33
	#22 teflon paste joint	WATER	DISTRIBUTION AND STORA	4.99
	tarp	WATER	DISTRIBUTION AND STORA	16.99
	hose	WASTE WATER FUND	SOURCE/TREATMENT	5.18
	preen, bag, plant food, sp	ENVIRON SERVICES F	REFUSE DISPOSAL	96.45
	bushing	ELECTRIC FUND	POWER DISTRIBUTION	1.99
	repellant, spray foam	ELECTRIC FUND	POWER DISTRIBUTION	57.22
	weeder	STORMWATER FUND	ADMINISTRATION AND GEN	29.99
			TOTAL:	1,099.90
AUDIO EDITIONS	new adult audio	LIBRARY FUND	LIBRARY	246.66
			TOTAL:	246.66
BERGER INTERIORS12	1/2 pmt on carpet @ cityha	GENERAL FUND	MUNICIPAL BUILDING	4,775.00
			TOTAL:	4,775.00
BLUE EARTH COUNTY	2015 mrvdtf	GENERAL FUND	POLICE	5,503.88
			TOTAL:	5,503.88

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
BOBCAT OF MANKATO	#614 blades	GENERAL FUND	PARKS	57.69
			TOTAL:	57.69
BOLTON & MENK INC	n 3rd st sidewalk ramsey t	GENERAL FUND	STREETS	3,688.50
	gardner road allignment	GENERAL FUND	STREETS	195.00
	april staff meetings	GENERAL FUND	STREETS	135.00
	april staff meetings	GENERAL FUND	PARKS	108.00
	future affordable housing	GENERAL FUND	ECONOMIC DEVMT	360.00
	wash av link	PERM IMPROVMENT RE	STREETS	1,790.00
	2014 old mn av/st julien	PERM IMPROVMENT RE	STREETS	1,397.00
	water system mapping	WATER	ADMIN AND GENERAL	285.00
	april staff meetings	WATER	ADMIN AND GENERAL	54.00
	as builts leo hoffman cent	WASTE WATER FUND	ADMIN AND GENERAL	329.00
	april staff meetings	WASTE WATER FUND	ADMIN AND GENERAL	54.00
	april staff meetings	ENVIRON SERVICES F	ADMIN AND GENERAL	54.00
	april staff meetings	ELECTRIC FUND	ADMIN AND GENERAL	135.00
	2014 brown st denten basin	STORMWATER FUND	CAPITAL-COLL SYS/LIFT	845.00
	update approved standards	STORMWATER FUND	COLLECTIONS/LIFT STATI	141.00
	land use area swppp	STORMWATER FUND	COLLECTIONS/LIFT STATI	130.00
	lampert/wwtp basin hydro,	STORMWATER FUND	COLLECTIONS/LIFT STATI	585.00
			TOTAL:	10,285.50
BORDER STATES ELECTRIC SUPPLY	tester lamp	WASTE WATER FUND	SOURCE/TREATMENT	166.17
			TOTAL:	166.17
BRANDT LAW OFFICE	civil services for april 2	GENERAL FUND	LEGAL SERVICES	1,617.50
	criminalservices for april	GENERAL FUND	LEGAL SERVICES	5,737.00
	professional services	REVOLVING LOAN FUN	ECONOMIC DEVMT	195.00
	430 ritt st	TORNADO DISASTER R	ECONOMIC DEVMT	270.00
	annexstad	PARK LAND DEDICATI	PARKS	90.00
	schafer	WATER	ADMIN AND GENERAL	30.00
	land option	STORMWATER FUND	CAPITAL-TREATMENT SYST	705.00
			TOTAL:	8,644.50
BRYAN ROCK PRODUCTS INC	red ball diamond aggregate	GENERAL FUND	PARKS	476.62
			TOTAL:	476.62
C & S SUPPLY CO INC	push brooms	GENERAL FUND	STREETS	116.97
	cap for adapter	GENERAL FUND	STREETS	12.22
	fred p safety boots	WASTE WATER FUND	ADMIN AND GENERAL	139.46
	blackman uniform allowance	ENVIRON SERVICES F	REFUSE DISPOSAL	162.96
	chainsaw sprockets	ENVIRON SERVICES F	ADMIN AND GENERAL	6.59
			TOTAL:	438.20
CARQUEST AUTO PARTS STORES	#2 beam blades	GENERAL FUND	STREETS	26.99
			TOTAL:	26.99
CINTAS FIRST AID & SAFETY	first aid supplies	GENERAL FUND	SWIMMING POOL	208.51
	first aid supplies	GENERAL FUND	SWIMMING POOL	88.54
	first aid supplies	LIBRARY FUND	LIBRARY	9.95
	first aid supplies	COMMUNITY CENTER	COMMUNITY CENTER	88.54
			TOTAL:	395.54
COLE PAPERS INC	wipes	GENERAL FUND	STREETS	18.33
	wipes	GENERAL FUND	PARKS	18.33
	cleaning supplies	LIBRARY FUND	LIBRARY	73.14

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	cleaning supplies	COMMUNITY CENTER	COMMUNITY CENTER	292.57
	wipes	WATER	DISTRIBUTION AND STORA	9.16
	wipes	WASTE WATER FUND	SOURCE/TREATMENT	9.16
	wipes	ENVIRON SERVICES F	REFUSE DISPOSAL	9.16
	wipes	ELECTRIC FUND	POWER DISTRIBUTION	18.33
	wipes	STORMWATER FUND	TREATMENT	9.17
			TOTAL:	457.35
TOM CONNOR	class c watr license exam	WATER	ADMIN AND GENERAL	32.00
	class c watr license	WATER	ADMIN AND GENERAL	23.00
			TOTAL:	55.00
CREDIT RIVER TOOLS	prybar set shop tool	GENERAL FUND	STREETS	34.60
	prybar set shop tool	GENERAL FUND	PARKS	34.60
	prybar set shop tool	WATER	DISTRIBUTION AND STORA	17.30
	prybar set shop tool	WASTE WATER FUND	SOURCE/TREATMENT	17.30
	prybar set shop tool	ENVIRON SERVICES F	REFUSE DISPOSAL	17.30
	prybar set shop tool	ELECTRIC FUND	POWER DISTRIBUTION	34.60
	prybar set shop tool	STORMWATER FUND	TREATMENT	17.30
			TOTAL:	173.00
CROP PRODUCTION SERVICES	pathway chemical for elect	ELECTRIC FUND	POWER DISTRIBUTION	80.77
			TOTAL:	80.77
CRYSTAL LAWN, INC	spring start up pw bldg	GENERAL FUND	STREETS	33.37
	spring start up Jefferson	GENERAL FUND	PARKS	434.29
	spring start up Gault park	GENERAL FUND	PARKS	415.27
	spring start up pw bldg	GENERAL FUND	PARKS	26.69
	spring start up bdwy water	WATER	PURIFICATION AND TREAT	122.97
	spring start up water twr	WATER	DISTRIBUTION AND STORA	122.97
	spring start up pw bldg	WATER	ADMIN AND GENERAL	13.35
	spring start up pw bldg	WASTE WATER FUND	ADMIN AND GENERAL	13.35
	spring start up pw bldg	ENVIRON SERVICES F	ADMIN AND GENERAL	13.34
	spring start up pw bldg	ELECTRIC FUND	ADMIN AND GENERAL	33.37
			TOTAL:	1,228.97
CRYTEEL TRUCK EQUIPMENT INC	#45 push arm	GENERAL FUND	STREETS	602.00
	#45 push arm	GENERAL FUND	STREETS	557.35
			TOTAL:	1,159.35
CULLIGAN	solar salt	COMMUNITY CENTER	COMMUNITY CENTER	26.80
			TOTAL:	26.80
DAKOTA SUPPLY GROUP	#810 #811 5/8x3/4 meter w/	WATER	NON-DEPARTMENTAL	16,900.00
			TOTAL:	16,900.00
DEMCO, INC.	processing supplies	LIBRARY FUND	LIBRARY	453.57
			TOTAL:	453.57
DRANTTEL SALES & SERVICE	gas generator repair parts	GENERAL FUND	FIRE	42.25
			TOTAL:	42.25
EARL F ANDERSEN INC	safety traffic cones	GENERAL FUND	STREETS	248.00
	safety traffic cones	GENERAL FUND	PARKS	198.40
	safety traffic cones	WATER	ADMIN AND GENERAL	99.20
	safety traffic cones	WASTE WATER FUND	ADMIN AND GENERAL	99.20

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	safety traffic cones	ENVIRON SERVICES F	ADMIN AND GENERAL	99.20
	safety traffic cones	ELECTRIC FUND	ADMIN AND GENERAL	<u>248.00</u>
			TOTAL:	992.00
EMERGENCY AUTOMOTIVE TECHNOLOGY, INC.	light bar repair	GENERAL FUND	POLICE	<u>85.00</u>
			TOTAL:	85.00
ERA LABORATORIES, INC	lab materials	WASTE WATER FUND	SOURCE/TREATMENT	<u>531.83</u>
			TOTAL:	531.83
FASTENAL COMPANY	cable ties	GENERAL FUND	STREETS	4.20
	resperators & straps	GENERAL FUND	STREETS	5.14
	caution tape	GENERAL FUND	STREETS	2.00
	bolts & batteries	GENERAL FUND	SWIMMING POOL	77.50
	cable ties	GENERAL FUND	PARKS	4.20
	resperators & straps	GENERAL FUND	PARKS	4.11
	caution tape	GENERAL FUND	PARKS	1.60
	drill bits and bolts	GENERAL FUND	PARKS	13.44
	tools	COMMUNITY CENTER	COMMUNITY CENTER	6.80
	cable ties	WATER	DISTRIBUTION AND STORA	2.10
	resperators & straps	WATER	ADMIN AND GENERAL	2.06
	caution tape	WATER	ADMIN AND GENERAL	0.80
	cable ties	WASTE WATER FUND	SOURCE/TREATMENT	2.10
	resperators & straps	WASTE WATER FUND	ADMIN AND GENERAL	2.06
	caution tape	WASTE WATER FUND	ADMIN AND GENERAL	0.80
	cable ties	ENVIRON SERVICES F	REFUSE DISPOSAL	2.10
	resperators & straps	ENVIRON SERVICES F	ADMIN AND GENERAL	2.06
	caution tape	ENVIRON SERVICES F	ADMIN AND GENERAL	0.81
	cable ties	ELECTRIC FUND	POWER DISTRIBUTION	4.20
	resperators & straps	ELECTRIC FUND	ADMIN AND GENERAL	5.14
	caution tape	ELECTRIC FUND	ADMIN AND GENERAL	2.00
	cable ties	STORMWATER FUND	TREATMENT	2.08
	spade	STORMWATER FUND	ADMINISTRATION AND GEN	<u>28.38</u>
			TOTAL:	175.68
GELDNER UNDERGROUND, INC.	msh boring	ELECTRIC FUND	CAPITAL-DISTRIBUTION S	<u>6,790.00</u>
			TOTAL:	6,790.00
GENESIS	april fuel	GENERAL FUND	FIRE	47.10
	april fuel	GENERAL FUND	STREETS	2,201.83
	april fuel	GENERAL FUND	PARKS	198.30
	april fuel	WATER	DISTRIBUTION AND STORA	64.77
	april fuel	WASTE WATER FUND	COLLECTOR/LIFT STAT	1,075.13
	april fuel	ENVIRON SERVICES F	REFUSE DISPOSAL	656.85
	april fuel	ELECTRIC FUND	POWER DISTRIBUTION	532.73
	april fuel	STORMWATER FUND	TREATMENT	<u>17.66</u>
			TOTAL:	4,794.37
WILLIAM GERHART	pouchers	GENERAL FUND	POLICE	137.00
	ponchos	GENERAL FUND	POLICE	<u>98.79</u>
			TOTAL:	235.79
GIBSON LABORATORIES, INC.	chemicals	WASTE WATER FUND	SOURCE/TREATMENT	<u>239.18</u>
			TOTAL:	239.18
GILLUND ENTERPRISES INC	penetrating oil	GENERAL FUND	STREETS	21.10

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	penetrating oil	GENERAL FUND	PARKS	21.10
	penetrating oil	WATER	DISTRIBUTION AND STORA	10.55
	penetrating oil	WASTE WATER FUND	SOURCE/TREATMENT	10.55
	penetrating oil	ENVIRON SERVICES F	REFUSE DISPOSAL	10.55
	penetrating oil	ELECTRIC FUND	POWER DISTRIBUTION	21.10
	penetrating oil	STORMWATER FUND	TREATMENT	10.53
			TOTAL:	105.48
ANGELA GLASSEL	inter office travel	GENERAL FUND	PUBLIC WORKS ADMIN	16.45
			TOTAL:	16.45
GOPHER STATE ONE-CALL INC	locates for apr '15	WATER	DISTRIBUTION AND STORA	97.14
	locates for apr '15	WASTE WATER FUND	COLLECTOR/LIFT STAT	97.14
	locates for apr '15	ELECTRIC FUND	POWER DISTRIBUTION	97.27
			TOTAL:	291.55
GRAYBAR ELECTRIC COMPANY INC	2" coupling & elbow pvc	ELECTRIC FUND	NON-DEPARTMENTAL	33.76
			TOTAL:	33.76
GREATER MANKATO GROWTH	2nd qtr reda dues	GENERAL FUND	ECONOMIC DEVMT	6,482.75
			TOTAL:	6,482.75
JAMES GRUHOT	water operator certificate	WATER	ADMIN AND GENERAL	23.00
			TOTAL:	23.00
GUSTAVUS ADOLPHUS COLLEGE P.O.	postage for april 2015	GENERAL FUND	CITY ADMINISTRATION	32.55
	postage for april 2015	GENERAL FUND	CITY CLERK	18.21
	postage for april 2015	GENERAL FUND	FINANCE	146.16
	postage for april 2015	GENERAL FUND	POLICE	45.53
	postage for april 2015	GENERAL FUND	FIRE	2.12
	postage for april 2015	GENERAL FUND	BUILDING INSPECTOR	9.22
	postage for april 2015	GENERAL FUND	PUBLIC WORKS ADMIN	11.87
	postage for april 2015	GENERAL FUND	SENIOR COORDINATOR	9.01
	postage for april 2015	GENERAL FUND	RECREATION/LEISURE SER	103.35
	postage for april 2015	GENERAL FUND	SWIMMING POOL	3.71
	postage for april 2015	GENERAL FUND	ECONOMIC DEVMT	4.77
	postage for april 2015	LIBRARY FUND	LIBRARY	9.01
	postage for april 2015	PUBLIC ACCESS	PUBLIC ACCESS	1.06
	postage for april 2015	COMMUNITY CENTER	COMMUNITY CENTER	3.71
	postage for april 2015	WATER	ADMIN AND GENERAL	2.12
	postage for april 2015	WATER	CUSTOMER ACCOUNTS	148.50
	postage for april 2015	WASTE WATER FUND	ADMIN AND GENERAL	1.59
	postage for april 2015	WASTE WATER FUND	CUSTOMER ACCOUNTS	148.50
	postage for april 2015	ENVIRON SERVICES F	CUSTOMER ACCOUNTS	148.50
	postage for april 2015	ELECTRIC FUND	ADMIN AND GENERAL	5.66
	postage for april 2015	ELECTRIC FUND	CUSTOMER ACCOUNTS	148.50
	postage for april 2015	STORMWATER FUND	ADMINISTRATION AND GEN	20.67
	postage for april 2015	TRANSIT	TRANSIT/TRANSPORTATION	4.24
			TOTAL:	1,028.56
HACH COMPANY	ammonia	WASTE WATER FUND	SOURCE/TREATMENT	81.78
	rack, reactor adaptor	WASTE WATER FUND	SOURCE/TREATMENT	121.73
	pipet tips	WASTE WATER FUND	SOURCE/TREATMENT	199.99
	ammonia	WASTE WATER FUND	SOURCE/TREATMENT	101.78
	phosphorus	WASTE WATER FUND	SOURCE/TREATMENT	153.63
	ammonia	WASTE WATER FUND	SOURCE/TREATMENT	204.52

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	phosphorus	WASTE WATER FUND	SOURCE/TREATMENT	389.46
	ammonia	WASTE WATER FUND	SOURCE/TREATMENT	388.32
	phosphorus	WASTE WATER FUND	SOURCE/TREATMENT	270.78
			TOTAL:	1,911.99
HAWKINS, INC.	water trtmt chemicals po 4	WATER	PURIFICATION AND TREAT	232.05
	water trtmt chemicals po 4	WATER	PURIFICATION AND TREAT	1,228.50
	water trtmt chemicals po 4	WATER	PURIFICATION AND TREAT	2,149.88
	water trtmt chemicals po 4	WATER	PURIFICATION AND TREAT	3,454.50
	ferric chloride	WASTE WATER FUND	SOURCE/TREATMENT	4,432.25
			TOTAL:	11,497.18
HOLIDAY COMMERCIAL	fuel for april 2015	GENERAL FUND	POLICE	139.94
	fuel for april 2015	GENERAL FUND	BUILDING INSPECTOR	81.41
	april fuel	GENERAL FUND	STREETS	405.48
	april fuel	GENERAL FUND	PARKS	291.42
	fuel for april 2015	COMMUNITY CENTER	COMMUNITY CENTER	20.73
	april fuel	WATER	SOURCE OF SUPPLY	23.10
	april fuel	WATER	PURIFICATION AND TREAT	34.64
	april fuel	WATER	DISTRIBUTION AND STORA	173.21
	fuel for april 2015	WATER	CUSTOMER ACCOUNTS	58.37
	april fuel	WASTE WATER FUND	COLLECTOR/LIFT STAT	20.87
	fuel for april 2015	WASTE WATER FUND	CUSTOMER ACCOUNTS	58.37
	april fuel	ENVIRON SERVICES F	REFUSE DISPOSAL	76.84
	april fuel	ELECTRIC FUND	POWER DISTRIBUTION	282.73
	fuel for april 2015	ELECTRIC FUND	CUSTOMER ACCOUNTS	58.40
	april fuel	STORMWATER FUND	TREATMENT	345.88
			TOTAL:	2,071.39
HORIZON COMMERCIAL POOL SUPPLY	pool moss strainer bag	GENERAL FUND	SWIMMING POOL	580.68
			TOTAL:	580.68
INGRAM BOOK COMPANY	library materials	LIBRARY FUND	LIBRARY	14.23
	books & materials	LIBRARY FUND	LIBRARY	766.71
	library materials	LIBRARY FUND	LIBRARY	845.74
			TOTAL:	1,626.68
INTERNATIONAL CODE COUNCIL, INC	'15 MN bldg code books	GENERAL FUND	BUILDING INSPECTOR	357.34
			TOTAL:	357.34
JAVENS MECHANICAL CONTRACTING CO.	vets park repair flush vav	GENERAL FUND	PARKS	68.00
	pvc bushings, couplings, u	WASTE WATER FUND	SOURCE/TREATMENT	49.37
			TOTAL:	117.37
KENDELL DOORS & HARDWARE, INC.	replace door closer	GENERAL FUND	MUNICIPAL BUILDING	194.00
	repairs to push bars on cc	COMMUNITY CENTER	COMMUNITY CENTER	141.00
			TOTAL:	335.00
KENNEDY & GRAVEN	mediacom franchise renewal	GENERAL FUND	CITY ADMINISTRATION	89.26
			TOTAL:	89.26
KWIK TRIP INC	fuel for april 2015	GENERAL FUND	POLICE	2,476.95
	fuel for april 2015	GENERAL FUND	BUILDING INSPECTOR	116.70
	parks april fuel	GENERAL FUND	PARKS	190.25
			TOTAL:	2,783.90

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
LAGER'S INC	'15 dodge charger #7528	2015 EQUIPMENT CER	POLICE	24,997.75
	'15 dodge charge #7527	2015 EQUIPMENT CER	POLICE	24,997.75
			TOTAL:	49,995.50
LEAGUE OF MINNESOTA CITIES	2015 annual conf - susie c	GENERAL FUND	MAYOR & COUNCIL	375.00
			TOTAL:	375.00
LEAGUE OF MN CITIES INSURANCE TRUST	'15 property/liability ins	GENERAL FUND	MAYOR & COUNCIL	330.69
	'15 property/liability ins	GENERAL FUND	CITY ADMINISTRATION	1,409.34
	'15 property/liability ins	GENERAL FUND	FINANCE	2,025.32
	'15 property/liability ins	GENERAL FUND	MUNICIPAL BUILDING	845.87
	'15 auto insurance	GENERAL FUND	MUNICIPAL BUILDING	45.00
	'15 property/liability ins	GENERAL FUND	POLICE	17,949.31
	'15 auto insurance	GENERAL FUND	POLICE	3,928.00
	'15 property/liability ins	GENERAL FUND	FIRE	2,748.08
	'15 auto insurance	GENERAL FUND	FIRE	3,919.00
	'15 property/liability ins	GENERAL FUND	BUILDING INSPECTOR	1,684.18
	'15 auto insurance	GENERAL FUND	BUILDING INSPECTOR	208.00
	'15 property/liability ins	GENERAL FUND	EMERGENCY MGMT	8.82
	'15 property/liability ins	GENERAL FUND	COMMUNITY SERVICE	695.53
	'15 property/liability ins	GENERAL FUND	PUBLIC WORKS ADMIN	779.15
	'15 property/liability ins	GENERAL FUND	STREETS	9,267.60
	'15 auto insurance	GENERAL FUND	STREETS	2,138.00
	2015 auto insurance	GENERAL FUND	STREETS	430.50
	'15 property/liability ins	GENERAL FUND	SENIOR COORDINATOR	290.86
	'15 property/liability ins	GENERAL FUND	RECREATION/LEISURE SER	3,025.62
	'15 property/liability ins	GENERAL FUND	SWIMMING POOL	5,557.55
	'15 property/liability ins	GENERAL FUND	SKATING RINKS	140.61
	'15 property/liability ins	GENERAL FUND	PARKS	24,537.05
	'15 auto insurance	GENERAL FUND	PARKS	658.00
	2015 auto insurance	GENERAL FUND	PARKS	344.40
	'15 property/liability ins	GENERAL FUND	ECONOMIC DEVMT	1,306.38
	'15 property/liability ins	LIBRARY FUND	LIBRARY	6,062.19
	'15 property/liability ins	PUBLIC ACCESS	PUBLIC ACCESS	169.46
	'15 property/liability ins	COMMUNITY CENTER	COMMUNITY CENTER	11,260.29
	'15 property/liability ins	TORNADO DISASTER R	ECONOMIC DEVMT	1,480.00
	'15 property/liability ins	WATER	SOURCE OF SUPPLY	8,328.39
	'15 property/liability ins	WATER	PURIFICATION AND TREAT	7,324.18
	'15 property/liability ins	WATER	DISTRIBUTION AND STORA	3,673.63
	'15 property/liability ins	WATER	ADMIN AND GENERAL	959.93
	2015 auto insurance	WATER	ADMIN AND GENERAL	172.20
	2015 auto insurance	WATER	ADMIN AND GENERAL	103.60
	2015 auto insurance	WATER	ADMIN AND GENERAL	888.50
	'15 property/liability ins	WATER	CUSTOMER ACCOUNTS	293.31
	'15 property/liability ins	WASTE WATER FUND	BIOSOLIDS	1,969.87
	'15 property/liability ins	WASTE WATER FUND	COLLECTOR/LIFT STAT	1,866.15
	'15 property/liability ins	WASTE WATER FUND	SOURCE/TREATMENT	23,780.64
	'15 property/liability ins	WASTE WATER FUND	ADMIN AND GENERAL	1,129.46
	2015 auto insurance	WASTE WATER FUND	ADMIN AND GENERAL	172.20
	2015 auto insurance	WASTE WATER FUND	ADMIN AND GENERAL	103.60
	2015 auto insurance	WASTE WATER FUND	ADMIN AND GENERAL	888.50
	'15 property/liability ins	WASTE WATER FUND	CUSTOMER ACCOUNTS	290.87
	'15 property/liability ins	ENVIRON SERVICES F	REFUSE DISPOSAL	5,196.69
	'15 property/liability ins	ENVIRON SERVICES F	ADMIN AND GENERAL	892.83
	'15 auto insurance	ENVIRON SERVICES F	ADMIN AND GENERAL	437.00
	2015 auto insurance	ENVIRON SERVICES F	ADMIN AND GENERAL	172.20

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	2015 auto insurance	ENVIRON SERVICES F	ADMIN AND GENERAL	51.80
	'15 property/liability ins	ENVIRON SERVICES F	CUSTOMER ACCOUNTS	213.64
	'15 property/liability ins	ELECTRIC FUND	POWER PRODUCTION	23,125.92
	'15 property/liability ins	ELECTRIC FUND	POWER DISTRIBUTION	12,189.85
	'15 property/liability ins	ELECTRIC FUND	ADMIN AND GENERAL	3,413.91
	'15 auto insurance	ELECTRIC FUND	ADMIN AND GENERAL	1,443.00
	2015 auto insurance	ELECTRIC FUND	ADMIN AND GENERAL	430.50
	2015 auto insurance	ELECTRIC FUND	ADMIN AND GENERAL	259.00
	'15 property/liability ins	ELECTRIC FUND	CUSTOMER ACCOUNTS	1,099.55
	'15 property/liability ins	STORMWATER FUND	COLLECTIONS/LIFT STATI	1,626.04
	'15 property/liability ins	STORMWATER FUND	TREATMENT	811.48
	'15 auto insurance	STORMWATER FUND	TREATMENT	132.00
	'15 property/liability ins	STORMWATER FUND	ADMINISTRATION AND GEN	943.49
	'15 property/liability ins	STORMWATER FUND	CUSTOMER ACCOUNTS	130.77
	'15 property/liability ins	TRANSIT	TRANSIT/TRANSPORTATION	2,890.49
	'15 auto insurance	TRANSIT	TRANSIT/TRANSPORTATION	6,967.00
	'15 property/liability ins	LONG TERM CARE LEA	ADMIN AND GENERAL	4,114.01
	'15 property/liability ins	MEDICAL CAMPUS	ADMIN & GENERAL	2,357.00
			TOTAL:	224,088.00
LEXIS NEXIS	monthly subscription march	GENERAL FUND	POLICE	300.00
			TOTAL:	300.00
LGT HYDRAULIC SERVICE CO., INC.	#408A seal	GENERAL FUND	STREETS	40.80
			TOTAL:	40.80
LJP ENTERPRISES INC	april garbage & recycling	COMMUNITY CENTER	COMMUNITY CENTER	444.46
	april garbage & recycling	WATER	PURIFICATION AND TREAT	99.43
	april garbage & recycling	WASTE WATER FUND	SOURCE/TREATMENT	218.29
	april garbage & recycling	ENVIRON SERVICES F	REFUSE DISPOSAL	1,060.21
			TOTAL:	1,822.39
LOCATORS & SUPPLIES, INC.	safety gloves	GENERAL FUND	STREETS	16.64
	safety gloves	GENERAL FUND	PARKS	13.31
	safety gloves	WATER	ADMIN AND GENERAL	6.66
	safety gloves	WASTE WATER FUND	ADMIN AND GENERAL	6.66
	safety gloves	ENVIRON SERVICES F	ADMIN AND GENERAL	6.66
	safety gloves	ELECTRIC FUND	ADMIN AND GENERAL	16.64
			TOTAL:	66.57
MANKATO BEARING CO.	air scrubber belts	WASTE WATER FUND	SOURCE/TREATMENT	130.24
			TOTAL:	130.24
MANKATO-SPS COMPANIES, INC.	pvc	WASTE WATER FUND	SOURCE/TREATMENT	11.79
			TOTAL:	11.79
MARCO, INC.	copier maintenance #46018-	GENERAL FUND	CITY ADMINISTRATION	31.77
	copier maintenance #46018-	GENERAL FUND	CITY CLERK	31.77
	copier maintenance #46018-	GENERAL FUND	FINANCE	21.18
	copier maintenance #46018-	GENERAL FUND	POLICE	16.95
	copier maintenance #46018-	GENERAL FUND	BUILDING INSPECTOR	8.47
	copier maintenance #46018-	GENERAL FUND	PUBLIC WORKS ADMIN	4.23
	copier maintenance #46018-	GENERAL FUND	ECONOMIC DEVMT	2.12
	copier maintenance #46018-	WATER	ADMIN AND GENERAL	19.07
	copier maintenance #46018-	WASTE WATER FUND	ADMIN AND GENERAL	19.06
	copier maintenance #46018-	ELECTRIC FUND	ADMIN AND GENERAL	57.20

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT	
			TOTAL:	211.82	
MENARDS	sonotubes billed to Baseba	GENERAL FUND	NON-DEPARTMENTAL	53.91	
	removeable concrete (SBA)	GENERAL FUND	NON-DEPARTMENTAL	40.53	
	wall blocks Lagers/Motel	GENERAL FUND	STREETS	22.41	
	air freshners	GENERAL FUND	STREETS	5.21	
	boards	GENERAL FUND	SWIMMING POOL	43.95	
	sonotubes Ramsey park	GENERAL FUND	PARKS	53.91	
	air freshners	GENERAL FUND	PARKS	5.21	
	boards	GENERAL FUND	PARKS	100.44	
	hose clamp, hyoprene, cou	GENERAL FUND	PARKS	103.66	
	brass plug nipple tee	WATER	SOURCE OF SUPPLY	25.02-	
	air freshners	WATER	DISTRIBUTION AND STORA	2.60	
	air freshners	WASTE WATER FUND	SOURCE/TREATMENT	2.60	
	air freshners	ENVIRON SERVICES F	REFUSE DISPOSAL	2.60	
	air freshners	ELECTRIC FUND	POWER DISTRIBUTION	5.21	
	drain sock sewer pipe	STORMWATER FUND	TREATMENT	61.27	
	air freshners	STORMWATER FUND	TREATMENT	2.61	
			TOTAL:	481.10	
METERING & TECHNOLOGY SOLUTIONS	#798 1 1/2" water meter ra	WATER	NON-DEPARTMENTAL	508.24	
	3" compound round low mete	WATER	CAPITAL-WATER DISTRIBU	1,992.00	
			TOTAL:	2,500.24	
MISC VENDOR	CLEVELAND LUTHERAN CEM	memorial	GENERAL FUND	BUILDING INSPECTOR	75.00
	FIELD TRAINING SOLUTIO	fto course tuition	GENERAL FUND	POLICE	590.00
	HAEUSER, MICHAEL	refund irrigation mtr #300	WATER	NON-DEPARTMENTAL	25.00
	MAGNEY CONSTRUCTION	sludge auger replacement	WASTE WATER FUND	SOURCE/TREATMENT	18,770.00
	THECO	screener& conveyor rent	GENERAL FUND	STREETS	3,770.00
			TOTAL:	23,230.00	
MN IRON & METAL COMPANY	#142/#910 steel	GENERAL FUND	STREETS	23.50	
	sheet metal	GENERAL FUND	PARKS	235.92	
	#142/#910 steel	ENVIRON SERVICES F	REFUSE DISPOSAL	23.50	
			TOTAL:	282.92	
MN PIPE & EQUIPMENT	12" gasket sidewalk proj	GENERAL FUND	STREETS	78.41	
	#674/741 coupling & cap	WATER	NON-DEPARTMENTAL	612.36	
	meter seal & wire	WATER	DISTRIBUTION AND STORA	80.91	
	gasket, bolts, nuts	WATER	DISTRIBUTION AND STORA	10.86	
			TOTAL:	782.54	
MN STATE FIRE DEPT ASSOC.	annual conf-quade&kreykes	GENERAL FUND	FIRE	350.00	
			TOTAL:	350.00	
MOST DEPENDABLE FOUNTAINS	drain gasket, strainer, o-	GENERAL FUND	PARKS	533.00	
			TOTAL:	533.00	
PETE MOULTON	mileage for april 2015	GENERAL FUND	PUBLIC WORKS ADMIN	18.40	
	mileage for april 2015	GENERAL FUND	ECONOMIC DEVMT	47.72	
	mileage for april 2015	WATER	ADMIN AND GENERAL	14.95	
	mileage for april 2015	WASTE WATER FUND	ADMIN AND GENERAL	92.00	
	mileage for april 2015	ENVIRON SERVICES F	ADMIN AND GENERAL	13.80	
	mileage for april 2015	ELECTRIC FUND	ADMIN AND GENERAL	115.58	
			TOTAL:	302.45	

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
MTI DISTRIBUTING CO	#311a gear box	GENERAL FUND	PARKS	<u>668.91</u>
			TOTAL:	668.91
MVTL LABORATORIES INC	hwe salty discharge testin	WASTE WATER FUND	SOURCE/TREATMENT	150.00
	wwtf testing	WASTE WATER FUND	SOURCE/TREATMENT	52.00
	wwtf bio solids testing	WASTE WATER FUND	SOURCE/TREATMENT	800.00
	wwtf bio solids testing	WASTE WATER FUND	SOURCE/TREATMENT	843.00
	wwtf salty dis hwe testing	WASTE WATER FUND	SOURCE/TREATMENT	150.00
	mei testing	WASTE WATER FUND	SOURCE/TREATMENT	26.50
	hwe testing	WASTE WATER FUND	SOURCE/TREATMENT	53.00
	wwtf testing	WASTE WATER FUND	SOURCE/TREATMENT	73.00
	testing	WASTE WATER FUND	SOURCE/TREATMENT	73.00
	wwtf testing	WASTE WATER FUND	SOURCE/TREATMENT	<u>73.00</u>
			TOTAL:	2,293.50
NAPA AUTO PARTS OF ST PETER	brush	GENERAL FUND	POLICE	11.99
	hood catch #11	GENERAL FUND	FIRE	8.70
	bulb, floor dry	GENERAL FUND	FIRE	15.49
	battery	GENERAL FUND	FIRE	<u>148.58</u>
			TOTAL:	184.76
NICOLLET CTY PUBLIC HEALTH	may/june 2015 senior newsl	GENERAL FUND	SENIOR COORDINATOR	172.05
	monthly contract sr ctr co	GENERAL FUND	SENIOR COORDINATOR	<u>2,441.40</u>
			TOTAL:	2,613.45
NICOLLET COUNTY RECORDER/ABSTRACTER	vacating easment pinepoint	GENERAL FUND	ECONOMIC DEVMT	<u>86.00</u>
			TOTAL:	86.00
NORTH CENTRAL LABORATORIES	chemicals	WASTE WATER FUND	SOURCE/TREATMENT	167.81
	chemicals	WASTE WATER FUND	SOURCE/TREATMENT	<u>399.84</u>
			TOTAL:	567.65
OFFICEMAX	ssd drive	GENERAL FUND	FINANCE	64.99
	payment made at register 4	GENERAL FUND	FINANCE	<u>15.00-</u>
			TOTAL:	49.99
OVERHEAD DOOR COMPANY OF MANKATO INC	garage door repair	GENERAL FUND	POLICE	<u>473.40</u>
			TOTAL:	473.40
AL PASSON	repair mower	LIBRARY FUND	LIBRARY	30.00
	repair mower	COMMUNITY CENTER	COMMUNITY CENTER	<u>30.00</u>
			TOTAL:	60.00
SYLVIA PERRON	volunteer recognition pies	GENERAL FUND	SENIOR COORDINATOR	<u>33.90</u>
			TOTAL:	33.90
MATTHEW PETERS	meals	GENERAL FUND	POLICE	60.75
	parking	GENERAL FUND	POLICE	<u>12.00</u>
			TOTAL:	72.75
PRIDE HEATING, COOLING & REFRIGERATION	ac/furnace repair	LIBRARY FUND	LIBRARY	<u>660.00</u>
			TOTAL:	660.00
RONALD D. QUADE	south central regional mee	GENERAL FUND	FIRE	14.00
	perdeim for ron neary&quad	GENERAL FUND	FIRE	<u>20.00</u>
			TOTAL:	34.00

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
QUICK MART ST PETER	fuel for april 2015	GENERAL FUND	POLICE	603.23
			TOTAL:	603.23
RAMY TURF PRODUCTS	hydromulch & seed	GENERAL FUND	PARKS	716.40
	hydromulch & seed	ELECTRIC FUND	POWER DISTRIBUTION	47.85
	errosion control socks	STORMWATER FUND	TREATMENT	54.00
			TOTAL:	818.25
RDO EQUIPMENT CO.	#68 oil line, hose sleeve	WASTE WATER FUND	SOURCE/TREATMENT	601.97
			TOTAL:	601.97
RED WING SHOE STORE	safety boots; mike w	GENERAL FUND	MUNICIPAL BUILDING	186.99
	safety boots; jason d	WASTE WATER FUND	ADMIN AND GENERAL	127.49
	safety boots; gulad j	STORMWATER FUND	ADMINISTRATION AND GEN	125.99
			TOTAL:	440.47
ANDY REDNING	3 echo training & perdiem	GENERAL FUND	FIRE	70.00
			TOTAL:	70.00
RESEARCH TECHNOLOGY INTERNATIONAL	disc cleaning supplies	LIBRARY FUND	LIBRARY	88.45
			TOTAL:	88.45
ROAD MACHINERY & SUPPLIES	#115 filters	GENERAL FUND	STREETS	178.48
	trade blaw knox paver	2015 EQUIPMENT CER	NON-DEPARTMENTAL	5,000.00-
	leeboy ashpalt paver	2015 EQUIPMENT CER	STREETS	162,430.00
			TOTAL:	157,608.48
ROYAL TIRE, INC	#45 tires	GENERAL FUND	STREETS	1,084.02
	#142 two tires	ENVIRON SERVICES F	REFUSE DISPOSAL	212.04
	tires #141	TRANSIT	TRANSIT/TRANSPORTATION	669.18
			TOTAL:	1,965.24
SCHWICKERT'S, INC.	a/c & furnace repairs	GENERAL FUND	MUNICIPAL BUILDING	255.00
	430 ritt st a/c & furnace	TORNADO DISASTER R	ECONOMIC DEVMT	1,170.00
			TOTAL:	1,425.00
SHORTY'S TIRE ONE	repair tire	GENERAL FUND	BUILDING INSPECTOR	20.00
	mount & balance tires #141	TRANSIT	TRANSIT/TRANSPORTATION	124.50
			TOTAL:	144.50
ARTHUR E SIDNER	photos for brochure,websit	GENERAL FUND	SENIOR COORDINATOR	50.00
	photos for brochure,websit	GENERAL FUND	RECREATION/LEISURE SER	150.00
			TOTAL:	200.00
SIMPLEX GRINNELL	sprinkler system inspectio	LIBRARY FUND	LIBRARY	558.60
			TOTAL:	558.60
SOUTHERN MN CONSTRUCTION CO INC	rental of roller	GENERAL FUND	PARKS	1,020.00
	gravel at stock pile	WATER	ADMIN AND GENERAL	159.88
	gravel at stock pile	WASTE WATER FUND	ADMIN AND GENERAL	159.88
	gravel at stock pile	ENVIRON SERVICES F	ADMIN AND GENERAL	79.95
	1 1/2" dust free substatio	ELECTRIC FUND	POWER DISTRIBUTION	298.23
	gravel at stock pile	ELECTRIC FUND	ADMIN AND GENERAL	399.71
			TOTAL:	2,117.65
ST PETER HERALD	hospital & hr ordinance	GENERAL FUND	CITY ADMINISTRATION	145.00

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	dog license ads	GENERAL FUND	CITY CLERK	189.60
	sale of 430 ritt st	GENERAL FUND	ECONOMIC DEVTM	51.40
	spring touch loan	GENERAL FUND	ECONOMIC DEVTM	51.40
	assistant librarian ad	LIBRARY FUND	LIBRARY	137.27
	water resources sup ad	WATER	ADMIN AND GENERAL	71.51
	water resources sup ad	WASTE WATER FUND	ADMIN AND GENERAL	71.52
	stormater ordinances	STORMWATER FUND	ADMINISTRATION AND GEN	1,861.60
	water resources sup ad	STORMWATER FUND	ADMINISTRATION AND GEN	71.52
			TOTAL:	2,650.82
ST PETER LUMBER CO	pine wood lath	GENERAL FUND	STREETS	17.95
	#2 wpp	GENERAL FUND	PARKS	21.48
	concrete for ramsey park	GENERAL FUND	PARKS	262.64
	furnace filters	WATER	PURIFICATION AND TREAT	95.88
	shovel	WATER	DISTRIBUTION AND STORA	19.88
	landscape adhesive	WATER	DISTRIBUTION AND STORA	5.99
	flex duct clamp	ELECTRIC FUND	ADMIN AND GENERAL	1.79
	long handle shovel	ELECTRIC FUND	ADMIN AND GENERAL	19.98
			TOTAL:	445.59
ST PETER RENTAL CENTER	saw blade	WATER	DISTRIBUTION AND STORA	74.50
	asphalt blades	WATER	DISTRIBUTION AND STORA	209.50
	saw blade	STORMWATER FUND	TREATMENT	74.50
			TOTAL:	358.50
STEFFEN ELECTRIC OF LE CENTER INC.	repair of pearly gates lig	GENERAL FUND	PARKS	80.00
			TOTAL:	80.00
SUNRISE PACKAGING	medi processing supplies	LIBRARY FUND	LIBRARY	225.98
			TOTAL:	225.98
TIGERDIRECT.COM	ups replacement	GENERAL FUND	POLICE	87.93
	ups replacement	GENERAL FUND	PUBLIC WORKS ADMIN	43.96
			TOTAL:	131.89
TOUGH RUGGED LAPTOPS	tough books	GENERAL FUND	FIRE	2,886.06
			TOTAL:	2,886.06
TOWMASTER, INC.	trailer hitch contact & br	GENERAL FUND	STREETS	1,244.00
			TOTAL:	1,244.00
TURFWERKS	#808 mower repair	GENERAL FUND	PARKS	2,701.55
			TOTAL:	2,701.55
USA BLUE BOOK	return ship on pressure gu	WATER	PURIFICATION AND TREAT	19.69
			TOTAL:	19.69
UTILITY CONSULTANTS, INC.	april coliform	WATER	PURIFICATION AND TREAT	121.00
			TOTAL:	121.00
VISA	meals, flight to league co	GENERAL FUND	CITY ADMINISTRATION	1,267.22
	graphics software subsc re	GENERAL FUND	CITY ADMINISTRATION	151.15
	wireless range extender	GENERAL FUND	FINANCE	96.18
	meals for sota conf.	GENERAL FUND	POLICE	43.65
	hotel for sota conf.	GENERAL FUND	POLICE	188.22
	fuel	GENERAL FUND	POLICE	35.73

26

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	recertification fee - car	GENERAL FUND	POLICE	50.00
	state intercop conference	GENERAL FUND	POLICE	125.00
	recharge drill, sawzall bl	GENERAL FUND	FIRE	140.88
	pager repair	GENERAL FUND	FIRE	130.00
	MN Dept of Labor class reg	GENERAL FUND	BUILDING INSPECTOR	85.00
	ear plugs	GENERAL FUND	STREETS	21.96
	PW NON-ADMIN SPLIT 210	GENERAL FUND	STREETS	12.28
	mommy/son even supplies	GENERAL FUND	RECREATION/LEISURE SER	120.85
	3 copies of office 2013	GENERAL FUND	RECREATION/LEISURE SER	849.97
	ear plugs	GENERAL FUND	PARKS	17.57
	PW NON-ADMIN SPLIT 210	GENERAL FUND	PARKS	9.82
	meals for meetings	GENERAL FUND	ECONOMIC DEVMT	27.32
	2 wands for circulation	LIBRARY FUND	LIBRARY	303.84
	PW NON-ADMIN SPLIT 210	WATER	DISTRIBUTION AND STORA	4.91
	ear plugs	WATER	ADMIN AND GENERAL	8.79
	mpca ww op training meals	WATER	ADMIN AND GENERAL	120.48
	PW NON-ADMIN SPLIT 210	WASTE WATER FUND	SOURCE/TREATMENT	4.91
	ear plugs	WASTE WATER FUND	ADMIN AND GENERAL	8.79
	PW NON-ADMIN SPLIT 210	ENVIRON SERVICES F	REFUSE DISPOSAL	4.90
	ear plugs	ENVIRON SERVICES F	ADMIN AND GENERAL	8.78
	clothing allowance	ENVIRON SERVICES F	ADMIN AND GENERAL	45.94
	tree workshop meals	ENVIRON SERVICES F	ADMIN AND GENERAL	44.93
	PW NON-ADMIN SPLIT 210	ELECTRIC FUND	POWER DISTRIBUTION	12.28
	ear plugs	ELECTRIC FUND	ADMIN AND GENERAL	21.96
	appa nt'l conf hotel & mtg	ELECTRIC FUND	ADMIN AND GENERAL	936.65
	ticket boxes for buses 140	TRANSIT	TRANSIT/TRANSPORTATION	22.22
			TOTAL:	4,922.18
VOICE OF YOUTH ADVOCATES	1 year renewal subscriptio	LIBRARY FUND	LIBRARY	62.00
			TOTAL:	62.00
VOSS LIGHTING	outside bulbs & ballasts	COMMUNITY CENTER	COMMUNITY CENTER	680.82
			TOTAL:	680.82
WESCO DISTRIBUTION INC	cement	ELECTRIC FUND	POWER DISTRIBUTION	174.00
	5/16 duct rod	ELECTRIC FUND	POWER DISTRIBUTION	1,740.00
			TOTAL:	1,914.00
WIGEN COMPANIES, INC.	orp sensor	WATER	PURIFICATION AND TREAT	883.50
			TOTAL:	883.50
XCEL ENERGY	hwy 22 bridge lights	GENERAL FUND	STREETS	45.65
			TOTAL:	45.65

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
===== FUND TOTALS =====				
101	GENERAL FUND	152,523.92		
211	LIBRARY FUND	10,580.01		
213	PUBLIC ACCESS	170.52		
217	COMMUNITY CENTER	13,088.46		
230	REVOLVING LOAN FUND	195.00		
240	TORNADO DISASTER REV LOAN	2,920.00		
401	PERM IMPROVMENT REVOLVING	3,187.00		
404	PARK LAND DEDICATION	90.00		
475	2015 EQUIPMENT CERTIFICAT	207,425.50		
601	WATER	52,551.00		
602	WASTE WATER FUND	62,803.09		
603	ENVIRON SERVICES FUND	9,828.68		
604	ELECTRIC FUND	54,459.99		
606	STORMWATER FUND	8,787.43		
610	TRANSIT	10,677.63		
620	LONG TERM CARE LEASE	4,114.01		
627	MEDICAL CAMPUS	2,357.00		

	GRAND TOTAL:	595,759.24		

TOTAL PAGES: 14

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2015 –

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

RESOLUTION APPROVING CONSENT AGENDA

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

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

<u>VENDOR</u>	<u>ITEM</u>	<u>PRICE</u>	<u>FUNDING</u>
MN Pipe & Equipment	4 Hydrants and accessories	\$10,616.14	Water
Emergency Response Solutions	MSA Thermal Imaging Camera	\$8,561.61	General

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

Temporary On Sale Liquor

St. Peter Ambassadors Minnesota Square Park 6/13/15

Temporary On Sale 3.2 Beer

St. Peter Chamber Minnesota Square Park 7/4/15

Temporary Soft Drink

St. Peter Ambassadors Minnesota Square Park 6/13/15

St. Peter Chamber Minnesota Square Park 7/4/15

Temporary Bingo

Knights of Columbus 400 West Union Street 8/6-9/2015

On Sale Liquor

Embassy Bar 325 S MN Ave. 7/1/15 – 6/30/16

Flame Bar 225 W Nassau 7/1/15 – 6/30/16

Gustavus Adolphus College 800 W College 7/1/15 – 6/30/16

Kingpins 1671 S 3rd 7/1/15 – 6/30/16

Lone Star BBQ and Grill 408 S 3rd 7/1/15 – 6/30/16

Patrick's On Third 125 S Third 7/1/15 – 6/30/16

Red Men Club 412 S Third 7/1/15 - 6/30/16

William R. Witty Post 229 W Nassau 7/1/15 – 6/30/16

Off Sale Liquor

Embassy Bar 325 S MN Ave. 7/1/15 – 6/30/16

Flame Bar 225 W Nassau 7/1/15 – 6/30/16

MGM Liquor 100 N MN Ave. 7/1/15 – 6/30/16

Patrick's On Third 125 S Third 7/1/15 – 6/30/16

The Market Wine & Spirits 502 S MN 7/1/15 – 6/30/16

Sunday On Sale

Embassy Bar	325 S MN Ave.	7/1/15 – 6/30/16
Flame Bar	225 W Nassau	7/1/15 – 6/30/16
Gustavus Adolphus College	800 W College	7/1/15 – 6/30/16
Kingpins	1671 S 3 rd	7/1/15 – 6/30/16
Lone Star BBQ and Grill	408 S 3 rd	7/1/15 – 6/30/16
Patrick's On Third	125 S Third	7/1/15 – 6/30/16
Red Men Club	412 S Third	7/1/15 - 6/30/16
William R. Wittly Post	229 W Nassau	7/1/15 – 6/30/16

3.2 Beer On Sale

Godfather's Pizza	225 S MN	7/1/15 – 6/30/16
Jakes Pizza	119 W. Broadway	7/1/15 – 6/30/16

3.2 Off Sale Beer

Family Fresh Market #331	612 S MN	7/1/15 – 6/30/16
Freedom Valu Center #24	624 S MN Ave.	7/1/15 – 6/30/16
Holiday Stationstores Inc.	123 W. St. Julien	7/1/15 – 6/30/16
Kwik Trip #466	1305 S MN Ave.	7/1/15 – 6/30/16
Shopko Hometown #611	1002 Old MN	7/1/15 - 6/30/16

3. The following employee appointments are approved at the wages indicated:

<u>NAME</u>	<u>POSITION</u>	<u>WAGE/HOUR</u>
Brenda McHugh	Assistant Lead Librarian	\$15.59/hour
Danielle Lindquist	Receptionist/Accounts Payable Clerk	\$12.00/hour

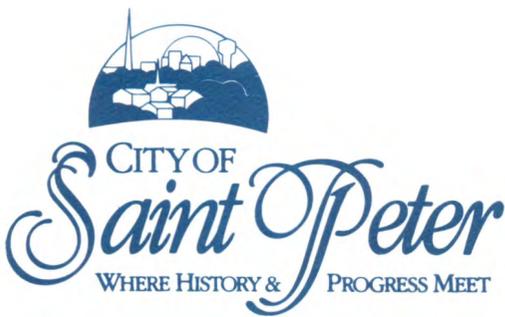
4. The schedule of disbursements for April 23, 2015 through May 6, 2015 is hereby approved.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota this 11th day of May, 2015.

Timothy Strand
Mayor

ATTEST:

Todd Prafke
City Administrator



Memorandum

TO: Todd Prafke
City Administrator

DATE: 05/08/15

FROM: Russ Wille
Community Development Director

RE: Kottke Real Estate Holdings, LLC. (Spring Touch Lawn Specialists) –
Revolving Loan Application/Business Subsidy Agreement

ACTION/RECOMMENDATION

Approve a \$500,000 revolving loan to Kottke Real Estate Holdings, LLC (d.b.a. Spring Touch Lawn Specialists) to partially finance the purchase and renovation of the 430 Ritt Street property and authorize execution of a Business Subsidy Agreement regarding the proposed municipal assistance.

BACKGROUND

On March 25, 2015, the City Council authorized the EDA President and Executive Secretary to execute a purchase agreement for the sale of the 430 Ritt Street property to Marvin and Linda Kottke. A sale price of \$930,000 has been established.

At this time, Marvin and Linda Kottke have organized Kottke Real Estate Holdings, LLC and have asked that the LLC become the loan recipient. Kottke Real Estate Holdings, LLC is wholly owned by Marvin and Linda Kottke. Marvin and Linda Kottke would personally guarantee the note made to the LLC.

To partially finance the acquisition and renovation, Mr. Kottke has requested a \$500,000 revolving loan from the established municipal accounts. Mr. Kottke has further requested that the note bear interest at a rate of 3% and be due and payable in 10 years via balloon payment.

First State Bank of Le Center (Henderson branch) has approved providing a loan of \$652,000 and Mr. Kottke would contribute \$131,677 from the equity he has established in his North Mankato property.

The expected costs of the building renovation have been determined to be \$353,677. When added to the purchase price of \$930,000, the total cost to successfully complete the project is \$1,283,677. The proposed source and use of project financing is as follows.

	BANK	EDA	KOTTKE	TOTAL
Purchase	\$ 430,000	\$ 500,000	\$ -	\$ 930,000
Renovation	\$ 222,000	\$ -	\$ 131,667	\$ 353,667
	\$ 652,000	\$ 500,000	\$ 131,667	\$ 1,283,667
% of Project	50.80%	38.90%	10.30%	100%

To consent to the loan, First State Bank of Le Center (Henderson branch) would require that they be provided a first mortgage on the real estate as well as a first security position on the fixtures, furnishings, equipment, inventory and accounts receivable of Spring Touch Lawn Specialists. As is customary, the EDA would be provided a subordinate mortgage and security position.

Please note that an appraisal of the property has been ordered by the bank and delivery is expected in May. As such, any bank or City approval would be subject to delivery of an appraisal establishing an appropriate value.

The EDA President appointed a subcommittee to serve as a loan review committee. The Committee had the opportunity to review Mr. Kottke's business financials, personal financials and detailed cash flow analysis of the project.

The Committee reported to the EDA that their review suggests that the business has the ability to repay the note and that the financial condition of the business is satisfactory. The Committee's review did not disclose any condition, circumstance or business history which would suggest that the business could not support the additional debt or that the applicant is unlikely to honor the promissory note.

Given that the loan would exceed \$150,000, the assistance would be classified by Statute as a business subsidy. Minnesota State Statute §116J.994 requires the City Council conduct a public hearing on the proposed business subsidy. The terms, conditions, goals, public purpose and recipient of the subsidy must be disclosed at the hearing. At the conclusion of the hearing the two parties are expected to enter into a Business Subsidy Agreement prior to final approval of the loan. To that end, the Kottke's have provided a signed copy of the Business Subsidy Agreement indicative of their approval of the document and its terms.

Although Kottke will be relocating employees to the Ritt Street location, it is the EDA's recommendation that job creation be omitted as a goal of the public assistance. Alternatively, it is suggested that the goals of the project be the purchase, renovation and occupancy of the 430 Ritt Street building by Spring Touch Lawn Specialists, Inc.

It should be noted that the public purpose of the financial assistance is to enhance the economic diversity of Saint Peter and to stabilize the community by the expansion of business services available within Saint Peter.

The Business Subsidy Agreement would obligate the Kottke's to maintain Spring Touch Lawn Specialists at the 430 Ritt Street building during the five year term of the proposed loan. Additionally, the Kottke's would be required to submit the appropriate business reports and data to allow for the submission of annual reports to the Minnesota Department of Employment and Economic Development until such time as reporting is no longer required by statute.

Following review of the loan application, the EDA has recommended that the City Council provide a \$500,000 to the Kottke's to partially finance the purchase and renovation of the 430 Ritt Street property. The EDA recommends that the note bear interest at a rate of 3% and that the loan be amortized on a twenty (20) year schedule, but become due after five (5) years via balloon payment.

The EDA recommends that the note be secured by a promissory note, mortgage and security agreement. The mortgage and security agreement may both be subordinate to a mortgage and security agreement filed on behalf of the State Bank of Le Center (Henderson branch).

FISCAL IMPACT:

A \$500,000 revolving loan would be provided to the Kottke's from the established account. The note would bear interest at 3%. The note will be amortized on a twenty (20) year term but will be due and payable at the end of five years via balloon payment. Marvin and Linda Kottke would be required to personally guarantee the note made to Kottke Real Estate Holdings, LLC.

ALTERNATIVES/VARIATIONS:

Do not act: No further action will be taken by staff.

Negative vote: The applicant will be notified of the City Council's denial. Efforts will continue to market the sale of the 430 Ritt Street property.

Modification of the Resolution: Any proposed alteration of the terms and conditions of the proposed financing and Business Subsidy Agreement would need to be accepted by the applicant.

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

RW/

BUSINESS SUBSIDY AGREEMENT

SECTION I

PARTIES

This Agreement is made on May 11, 2015, (the "Approval Date"), by and between the City of Saint Peter, Minnesota, a Minnesota municipal corporation and statutory city, with offices at 227 South Front Street, Saint Peter, MN 56082 (the "Grantor") and Kottke Real Estate Holdings, LLC, (the "Recipient"), with its principal offices at 225 Stonehenge Drive, Mankato, MN 56082. This agreement shall become effective upon its Approval Date. In order to satisfy the provisions of the Business Subsidy Statute (M.S. 116J.993 – 116J.995) the Grantor and Recipient acknowledge and agree as follows:

SECTION II

RECITALS

- A. Whereas, the Recipient is purchasing real property and improvements located at 430 Ritt Street, in the City of Saint Peter, Nicollet County, Minnesota.;
- B. Whereas, the Recipient agrees to satisfy the provisions of the business subsidy reporting requirements under the business subsidy statute at (M.S. §116J.993 – 116J.995).

SECTION III

DEFINITIONS

- A. "Agreement" means this Business Subsidy Agreement by and between the Grantor and the Recipient.
- B. "Approval Date" means May 11, 2015.
- C. "Business Subsidy" means a loan at rates below those commercially available to the Recipient.
- D. "Business Subsidy Report" means the annual report required to comply with M.S. § 116J.994 Subd. 7(b).
- E. "Local Governmental Unit" means the City of Saint Peter, Minnesota which is also the "Grantor" as defined in M.S. § 116J.993 Subd. 4.
- F. "Recipient" means Kottke Real Estate Holdings, LLC which is an entity that receives a business subsidy as defined by M.S. § 116J.993 and that has signed a Business Subsidy Agreement with a "Grantor" as defined in M.S. § 116J.993 Subd 4.

SECTION IV

BUSINESS SUBSIDY REQUIREMENTS

Whereas, compliance with provisions of the Minnesota business subsidy Statutes (M.S. § 116J.993 – 116J.995) require the following and the parties agree that:

- A. The Business Subsidy shall include a below market rate loan in the amount of \$500,000 made to Kottke Real Estate Holdings, LLC as approved by the City Council of the City of Saint Peter on May 11, 2015.
- B. The public purpose for the Business Subsidy agreed to by the parties hereto shall include, but not be limited to:
 - (1) The enhancement of the economic diversity of Saint Peter;
 - (2) Stabilizing the community by the expansion of business services within Saint Peter.
- C. It is determined that the Business Subsidy is necessary to partially finance the expansion of the commercial enterprise. The reduced interest rate allows for the project to be undertaken within the financial limitations of the Recipients business plan. It has been determined that the project could not successfully be completed utilizing only commercial lending rates.
- D. The measurable, specific and tangible goals for the Business Subsidy shall include:
 - (1) The successful completion of the purchase, renovation, remodeling and occupancy of the 430 Ritt Street property and the reuse of the facility for industrial lawn care services.
 - (2) The creation / retention of jobs is determined not to be a goal of the development project and zero (0) jobs are required to be created to satisfy the requirements of this Business Subsidy Agreement.
- E. The City of Saint Peter has adopted, after holding a properly noticed public hearing, a Business Subsidy Policy identifying the criteria that a Recipient must meet in order to be eligible to receive a Business Subsidy as required by M.S. § 116J.994 Subd. 2. The Business Subsidy Policy may also specify the public purpose(s) that shall be achieved and the measurable, specific and tangible goals committed to by the qualified business. The City of Saint Peter has submitted a copy of the criteria to the Minnesota Department of Employment & Economic Development along with previously forwarded annual reports.
- F. A properly notice public hearing was held on the Business Subsidy by the Local Governmental Unit on May 11, 2015 as required by M.S. § 116J.994 Subd. 5.
- G. There is no required job creation or retention requirements of this subsidy, as such, no penalty for failure to create the required jobs in applicable.

- H. The Recipient agrees to cause operations of Spring Touch Lawn Specialists, Inc. to continue on the Property for at least five (5) years after July 31, 2015 or until such time as the note is repaid in full.
- I. The Recipient agrees to (i) report its progress on achieving the Goals to the City of Saint Peter until the later of the date the Goals are met or two years from July 1, 2015, or, if the Goals are not met, until the date the Business Subsidy is repaid, and (ii) send completed reports to the City of Saint Peter. The Recipient agrees to file these reports no later than March 1st of each year commencing March 1, 2016, and within thirty (30) days after the deadline for meeting the Goals. The City of Saint Peter agrees that if it does not receive the reports, it will mail the Recipient a warning within one week of the required filing date. If within fourteen (14) days of the post marked date of the warning the reports are not made, the Recipient agrees to pay the City of Saint Peter a penalty of \$100 for each subsequent date until the report is filed up to a maximum of \$1,000, as required in M.S. § 116J.994, Subd. 7.

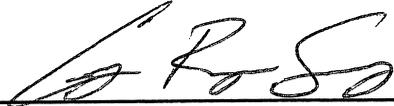
IN WITNESS WHEREOF, the Local Government Unit and the Qualified Business have acknowledged their assent to this agreement and agree to be bound by its terms through the signatures entered below:

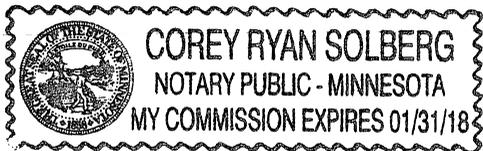
KOTTKE REAL ESTATE HOLDINGS, LLC.

By 
 Marvin B. Kottke
 Chief Manager / President

STATE OF MINNESOTA)
)ss
 COUNTY OF NICOLLET)

On this 11th day of May, 2015, before me a notary public within and for said County, personally appeared Marvin B. Kottke to me known to be the person who executed the forgoing instrument, and acknowledge that he executed the same as his free act and deed.


 Notary Public



CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2015 - _

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

RESOLUTION APPROVING \$500,000 REVOLVING LOAN TO KOTTKE REAL ESTATE HOLDINGS, LLC. (dba SPRING TOUCH LAWN SPECIALISTS, INC. TO PARTIALLY FINANCE PURCHASE AND RENOVATION OF 430 RITT STREET

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

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

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

WHEREAS, Kottke Real Estate Holdings, LLC, dba Spring Touch Lawn Specialists, Inc.) has submitted an application to partially finance the acquisition and renovation of the property located at 430 Ritt Street; and

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

WHEREAS, Minnesota Statutes §116J.994, Subd. 3 requires that the City Council and Kottke enter into a Business Subsidy Agreement regarding the terms and goals of the EDA financial assistance to the project; and

WHEREAS, the City Council conducted a public hearing on the proposed Business Subsidy Agreement on May 11, 2015 as required by Minnesota Statutes §116J.994, Subd. 5; and

WHEREAS, the City Council has reviewed the EDA's recommendation to approve the loan and has considered any and all citizen input regarding the proposed Business Subsidy.

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

1. A loan of \$500,000 is approved for Kottke Real Estate Holdings, LLC. to partially finance the purchase and renovation of 430 Ritt Street.
2. The annual interest on the loan shall be fixed for the duration of the loan at 3%.
3. The loan shall be amortized on a twenty (20) year schedule and repaid in-full via a balloon payment due after five (5) years.

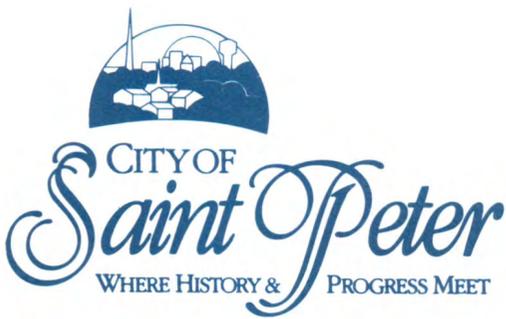
4. The loan shall become immediately due and payable upon the sale, closing or relocation of Spring Touch Lawn Specialists and may not be assigned without the written consent of the City of Saint Peter.
5. The loan shall be secured by:
 - A. A recorded lien against the fixtures, furnishings, equipment, inventory and accounts receivable of Spring Touch Lawn Specialists which may be subordinated to the lien position obtained by First State Bank of Le Center (Henderson)
 - B. A personal guarantee from Marvin and Linda Kottke.
 - C. The loan shall be secured by a recorded mortgage against the property which may be subordinate to a mortgage held by First State Bank of Le Center (Henderson).
6. The Mayor and City Administrator are authorized to execute the Business Subsidy Agreement by and between the City of Saint Peter and Kottke Real Estate Holdings LLC establishing the terms, conditions and goals of the financial assistance.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota this 11th day of May, 2015.

ATTEST:

Timothy Strand
Mayor

Todd Prafke
City Administrator



Memorandum

TO: Todd Prafke
City Administrator

DATE: 05/01/2015

FROM: Pete Moulton
Director of Public Works

RE: 2015 Seal Coat Award

ACTION/RECOMMENDATION

Award the bid for 2015 Seal Coat Oil to Caldwell Asphalt Co., in the amount of \$2.73 per gallon; with a price not to exceed a total of \$145,828.41.

BACKGROUND

The 2015 Street Maintenance budget includes funding for seal coating. Bids for the 2015 Seal Coating Project were advertised on the City website. Formal bids were received and opened on April 29th in accordance with the City's purchasing policy. Three contractors capable of installing the product to City standards submitted bids as follows:

Contractor:	Price per Gallon	Total Cost Installed
Allied Blacktop	\$2.84	\$151,704.28
Caldwell Asphalt	\$2.73	\$145,828.41
Pearson Bros.	\$5.00	\$267,085.00

The contract portion of the seal coating project includes the contractor supplying the asphalt emulsion (CRS2) equipment, oil distributor, rock distributor, rollers to set the stone into emulsion and trucks to deliver stone to application site.

The City will supply the rock, load the contractor's trucks at the Public Works facility and furnish traffic control during the project. This approach makes the contractor responsible for the finished product, yet minimizes the City's cash cost for the work. This year City staff will also coordinate seal coating the parking lot at the River's Edge Hospital and Clinic and complete the sweeping and collection of the stone when compacted.

Staff recommends that the Council award the bid to Caldwell Asphalt of Hawick, Minnesota to complete the work as specified.

FISCAL IMPACT:

Funding for the 2015 Seal Coat project will be from the General Fund.

ALTERNATIVES AND VARIATIONS:

Do Not Act: No further action will be taken without additional direction from the City Council. The bids are valid for a period of thirty days from the date of opening.

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

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

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

PM/TM/amg

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2015 -

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

RESOLUTION AWARDING BID FOR 2015 SEAL COATING PROJECT

WHEREAS, the City is continuing the annual program of seal coating City streets to prolong the life of the street surface; and

WHEREAS, City crews work closely with the contractors during the stone and emulsion application and City staff is responsible for removing the excess stone; and

WHEREAS, this year the seal coat cost will be shared with River's Edge Hospital and Clinic for and the work will include seal coating of the Hospital parking lots; and

WHEREAS, three bids were received for providing the asphalt emulsion and application of the emulsion and stone as follows:

<u>CONTRACTOR</u>	<u>CSR</u>	<u>TOTAL COST</u>
Caldwell Asphalt Co.	\$2.73	\$145,828.41
Allied Blacktop	\$2.84	\$151,704.28
Pearson Bros. Co.	\$5.00	\$267,085.00

WHEREAS, Caldwell Asphalt Co. of Hawick, Minnesota submitted the lowest bid and Caldwell has successfully installed seal coating in the past years for the City and meets the application requirements.

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

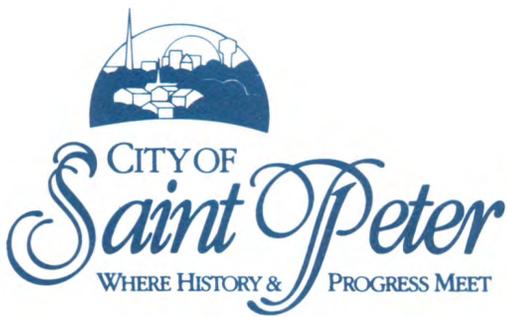
1. The City Council hereby awards the bid for the 2015 seal coating project to Caldwell Asphalt Company in the amount of \$2.73 per gallon.
2. Funding for the work shall be from the General Fund.
3. Work completed in the Hospital parking lot will be paid from Hospital Funds.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 11th day of May, 2015.

Timothy Strand
Mayor

ATTEST:

Todd Prafke



Memorandum

TO: Todd Prafke
City Administrator

DATE: 05/01/2015

FROM: Pete Moulton
Director of Public Works

RE: Minnesota Department of Transportation (MnDOT) Utility Re-location Agreement

ACTION/RECOMMENDATION

Authorize execution of Minnesota Department of Transportation (MnDOT) agreement allowing for corrections to street lights and storm sewer manholes in conjunction with the Trunk Highway 22 flood mitigation project.

BACKGROUND

The 2015 Highway 22 Flood Mitigation Improvement Project includes major road repairs from Highway 169 to the Highway 22 Bridge on the Minnesota River. The purpose of the project is to raise the roadway above the 100-year flood elevation of the Minnesota River to reduce the frequency and duration of road closures during high water events. Because of this work, minor utility upgrades are required along adjacent roadways to accommodate the traffic detours.

With Highway 22 under repair, MnDOT has prepared Highway 99 to carry additional traffic requiring upgrades to turn lanes and intersections which impact our utilities. At Highway 99 and Nicollet Avenue work includes removal and reinstallation of street lights to allow for new turning lanes into the Regional Treatment Center. There will also be a need to grade the ditches to carry more water during rain events because of the increase in impervious surfaces. Staff has worked with MnDOT to identify a scope of work which includes:

Remove, salvage and re-install street lights at Highway 99 and Sheppard Drive	\$ 7,990.00
Adjust three manholes in ditch of Highway 99 at Sheppard Drive -	\$2,550.00
Engineering and Construction Inspection -	<u>\$1,528.30</u>
Total Cost	\$12,068.30

This work will be completed by MnDOT contractors when the project is bid this summer.

FISCAL IMPACT:

Cost will be funded from the Electric and Stormwater budgets for this work.

ALTERNATIVES/VARIATIONS:

Do not act: Staff will seek further instruction.

Negative Votes: Staff will inform MnDOT of the 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.

PM

Prepared by the
Utility Agreements and Permits Unit
(Receivable)
(\$12,068.30)

S.P. 4012-40 (T.H. 22)
Location: On Trunk Highway 22 from North
Riverfront Drive to the Minnesota River Bridge
Utility Owner: City of Saint Peter
MnDOT Agreement Number 1000517

AGENCY RELOCATION AGREEMENT

This Agreement Number 1000517 (Agreement) is between the State of Minnesota (State), acting through its Commissioner of Transportation and City of Saint Peter, including its agents, contractors, and subcontractors (Utility Owner). This Agreement outlines the separate responsibilities of the State and the Utility Owner as part of a construction project.

RECITALS

The State plans to let a contract to construct State Project Number 4012-40 (Project) on Trunk Highway Number 22. The Project is located on Trunk Highway 22 from North Riverfront Drive to the Minnesota River Bridge.

The Utility Owner owns and operates street lighting and storm sewers, their fixtures, and related equipment (Facilities) that are located on property where the State will construct the Project.

The Project will require the relocation and adjustment of the Utility Owner's Facilities. If the Utility Owner relocated the Facilities or let a separate contract to relocate them, that relocation work would interfere with the Project. The Utility Owner has requested that the State perform the relocation work as part of the Project. Including the Utility Owner's relocation work in the State's Construction contract may eliminate duplication of services, facilitate activity coordination, simplify supervision, and expedite Project construction.

Pursuant to Minnesota Statutes, section 161.45, subdivision 5, the Utility Owner appoints the State as its agent to design and construct the relocation work as part of the Project and the State may relocate the Facilities as part of the Project on the trunk highway system.

State law requires a written agreement between the State and the Utility Owner that describes their separate responsibilities.

AGREEMENT

I. Term/Termination

- A. *Effective Date:* This Agreement is effective on the date the State obtains all signatures required by Minnesota Statutes, section 16C.05, subdivision 2.
- B. *Commencement of Work:* Upon notice of Agreement approval, the Utility Owner must promptly provide the State (and the State's Contractor (Contractor)) with any information necessary to commence and successfully prosecute the utility work according to the terms of the Notice and Order and a work schedule the State's Project Engineer (Project Engineer) approves.
- C. *Expiration Date:* This Agreement will expire on the date that all obligations, excluding the Utility Owner's ongoing maintenance obligations, have been satisfactorily fulfilled.
- D. *Termination by the State:* The State may terminate this Agreement at any time, with or without cause, on 30 calendar days written notice to the Utility Owner. Upon termination, the State will be entitled to payment, on a pro rata basis, for satisfactorily performed services. The termination of this Agreement does not relieve the Utility Owner of its obligations under the Notice and Order.
- E. *Survival of Terms:* The following articles survive this Agreement's expiration or termination: (III) Utility Owner's Ongoing Maintenance Requirements; (V) Indemnification; and (VIII) Governing Terms.

II. Description of Work Procedures

- A. *State's Responsibilities*
 - 1. The State will:
 - a. Provide the final Facility construction plans and specifications, which are attached to this Agreement as Exhibit A;
 - b. Advertise the Project for bids; and
 - c. Award the construction contract for the Project. This Project will include the construction of the Facility.
 - 2. Immediately after completing the bid opening procedures, the State will notify the Utility Owner of the actual cost in writing.

3. The Project Engineer will supervise and direct the Project, including the Facility construction, but the Utility Owner may inspect the work periodically. If the Utility Owner finds that any completed work is defective, it must inform the Project Engineer of these defects in writing; however, any recommendations the Utility Owner makes are not binding to the State. The State has the exclusive right to determine whether the Contractor has performed the work according to the plans, specifications, and special provisions.
 4. The Project Engineer and the Utility Owner will perform a final inspection of the utility work. Once the State has accepted the Facility construction, the Project Engineer will inform the Utility Owner in writing, and the Utility Owner will assume ownership of the Facility.
- B. *Deletion of Work:* If the Utility Owner decides to delete the relocation work from the Project, the Utility Owner will:
1. Pay the State the design engineering cost in Article IV.B.3.;
 2. Be subject to the Notice and Order and remove and/or relocate the Facilities; and
 3. Defend (at its own expense and to the extent Minnesota's Attorney General permits) indemnify, save, and hold the State and all of its agents and employees harmless of and from all claims, demands, actions, or causes of action that deleting the relocation work causes. This obligation to indemnify extends to any attorney's fees.
- C. *Risk:* Risk of loss of partial or complete relocation work will be on the Contractor or the Utility Owner as the current *Standard Specifications for Construction* set forth.

III. Utility Owner's Ongoing Maintenance Requirements

- A. No more than 90 calendar days after receiving as-built plans for the relocation from the State, the Utility Owner must submit one copy of the State's Application for Utility Accommodation on Trunk Highway Right of Way, Form 2525 (Permit), including two copies of "as-built" sketches, for all Facilities within the State's trunk highway right of way to the Utilities Engineer.
- B. Once construction is complete, the Utility Owner must maintain the Facilities at its own expense. The Utility Owner must follow the terms of the Permit when it performs any maintenance work.

- C. The Utility Owner may open and disturb the trunk highway right of way without a permit in the case of an emergency that is dangerous to the public and requires immediate attention. Upon learning of the emergency, the Utility Owner must immediately notify the State Patrol. The Utility Owner must take all necessary and reasonable safety measures to protect the public and must cooperate fully with the State Patrol. In this event, the Utility Owner must request a permit from the proper authority no later than the working day after it begins working in the right of way.

IV. Payment

- A. The State will determine the cost of the relocation on a contract-unit-price basis. The Utility Owner authorizes the State to pay the Contractor directly for the relocation work. As Exhibit B shows, the estimated cost of the Utility Owner's relocation work is \$12,068.30.
- B. The Utility Owner agrees to pay the State the total cost it incurs to relocate the Facilities. The total cost will include:
 - 1. The construction cost, which consists of all of the Contractor's bid item costs to satisfactorily relocate the Facilities according to the plans, specifications, and special provisions;
 - 2. The construction engineering cost, which is equal to 8 percent of the construction cost; and
 - 3. The design engineering cost, which is equal to 6.5 percent of the construction cost.
- C. Immediately after opening bids and selecting the Contractor, the State will notify the Utility Owner of the total cost by providing a written cost schedule.
 - 1. The Utility Owner must accept or reject the total cost no more than 10 calendar days after receiving the cost schedule. If the Utility Owner does not provide this notification after 10 days, the State will consider the lack of response to the Utility Owner's acceptance of the total cost and the State will proceed with the work.
 - 2. If the Utility Owner chooses to delete its work from the State's contract, it must still pay the State the design engineering cost specified in Article IV.B.3 The Utility Owner will be obligated to remove or relocate its Facilities according to the terms of the Notice and Order.

- D. The State will issue the Utility Owner an invoice for the amount specified in the cost schedule. Pursuant to Minnesota Statutes, section 161.46, subdivision 5, the Utility Owner will promptly reimburse the State for the relocation costs.
- E. After the Contractor has completed the work required under its contract and the State has accepted the work, the State will prepare a final computation of the amount due from the Utility Owner.
 - 1. If the final total amount is greater than the amount the State has already received from the Utility Owner, the Utility Owner must promptly pay the difference, without interest, to the State.
 - 2. If the final total amount is less than the amount the State has already received from the Utility Owner, the State must pay the difference without interest, to the Utility Owner.
- F. The final total cost constitutes payment in full for all relocation work according to this Agreement. This amount also constitutes payment in full for any and all damages, claims, or causes of action of any kind or nature that the Utility Owner may have relating to the relocation of the Facilities.

V. Indemnification

- A. The Utility Owner will defend (at its own expense and to the extent Minnesota's Attorney General allows), indemnify, save, and hold the State and all of its agents and employees harmless of and from all claims, demands, actions, or causes of action arising from the Utility Owner's acts and omissions and from the State's (and its Contractor's) use of plans, designs, shop drawings, specifications, and special provisions prepared, reviewed, or approved by the Utility Owner. This indemnity obligation extends to any attorney's fees the State incurs in seeking to enforce this obligation, and in defending against any claims covered by this indemnity clause.
- B. The Utility Owner does not waive any defense or immunity of third parties. The Utility Owner, in defending any action on behalf of the State, will be entitled to assert every defense or immunity that the State could assert on its own behalf.

VI. Nondiscrimination

Minnesota Statutes, section 181.59 and any applicable local ordinances pertaining to civil rights and nondiscrimination are considered part of this Agreement.

VII. Buy America Requirements

All steel components purchased under this Agreement must comply with the "Buy America" provisions in 23 U.S.C. 313 and 23 CFR 635.410.

VIII. Governing Terms

- A. *Data Practices:* All parties must comply with the Minnesota Government Data Practices Act (Minnesota Statutes, chapter 13) as it applies to any data that a party to this Agreement receives, collects, stores, or disseminates under it. The Act provides civil liability for failure to comply with its requirements.
- B. *Applicable Law:* Minnesota law governs the validity, interpretation, and enforcement of this Agreement. Venue for all legal proceedings arising out of this Agreement or its breach, must be in Ramsey County, Minnesota.
- C. *Waiver:* If a party fails to enforce any provision of this Agreement, that failure does not waive the provision or the party's right to subsequently enforce the provision or any subsequent breach of that provision.
- D. *Merger:* This Agreement contains all negotiations and agreements between the State and the Utility Owner with respect to the subject matter it contains. No prior understanding regarding this Agreement, whether written or oral, may be used to bind either party.
- E. *Assignment:* The Utility Owner may neither assign nor transfer any rights or obligations under this Agreement without the State's consent and a fully executed assignment agreement. To be valid, the assignment agreement must be signed and approved by the same parties who signed and approved this Agreement, or their successors in office.
- F. *Amendments:* Any amendment to this Agreement must be in writing. An amendment will not be effective until the same parties who signed and approved this Agreement, or their successors in office, sign and approve the amendment.
- G. *Incorporation of Exhibits:* All exhibits attached to this Agreement are incorporated into this Agreement.

The remainder of this page was left blank intentionally.

County: Le Sueur
Utility Owner: City of Saint Peter

IN WITNESS WHEREOF, the parties have caused this Contract to be duly executed to be bound hereby.

CITY OF SAINT PETER

By: _____

By: _____
Mayor

Its: _____

Date: _____

Date: _____

**STATE OF MINNESOTA
DEPARTMENT OF TRANSPORTATION**

Department of Transportation
Recommended for Approval:

By: _____
District Engineer

Date: _____

Approved:

By: _____
Director, Office of Land Management

Date: _____

Office of Contract Management
Approved as to Form and Execution:

By: _____

Date: _____

Department of Administration

By: _____

Date: _____

S.P. 4012-40 (T.H. 22)
Agreement #1000517 with City of Saint Peter

Located on Trunk Highway 22 from North Riverfront Drive to the Minnesota
River Bridge

Exhibit B: Cost Estimate

Construction Work Cost, CW

ITEM NUMBER	WORK ITEM	UNIT	QUANTITY	UNIT PRICE	COST
2104.509	REMOVELUMINAIRE	EACH	2	\$100.00	\$200.00
2104.509	REMOVE LIGHT FOUNDATION	EACH	2	\$350.00	\$700.00
2104.523	SALVAGE LIGHT UNIT	EACH	2	\$225.00	\$450.00
2506.503	RECONSTRUCT DRAINAGE STRUCTURE	LIN FT	2	\$1,000.00	\$2,000.00
2506.522	ADJUST FRAME & RING CASTING	EACH	1	\$550.00	\$550.00
2545.510	LUMINAIRE (LED) 40 FOOT	EACH	2	\$850.00	\$1,700.00
2545.515	LIGHT FOUNDATION DESIGN E	EACH	2	\$800.00	\$1,600.00
2545.533	DIRECT BURIED LIGHTING CABLE 4 CONDUIT NO 4	LIN FT	300	\$8.00	\$2,400.00
2545.602	INSTALL LIGHTING UNIT	EACH	2	\$470.00	\$940.00
TOTAL CONSTRUCTION WORK COST =					\$10,540.00

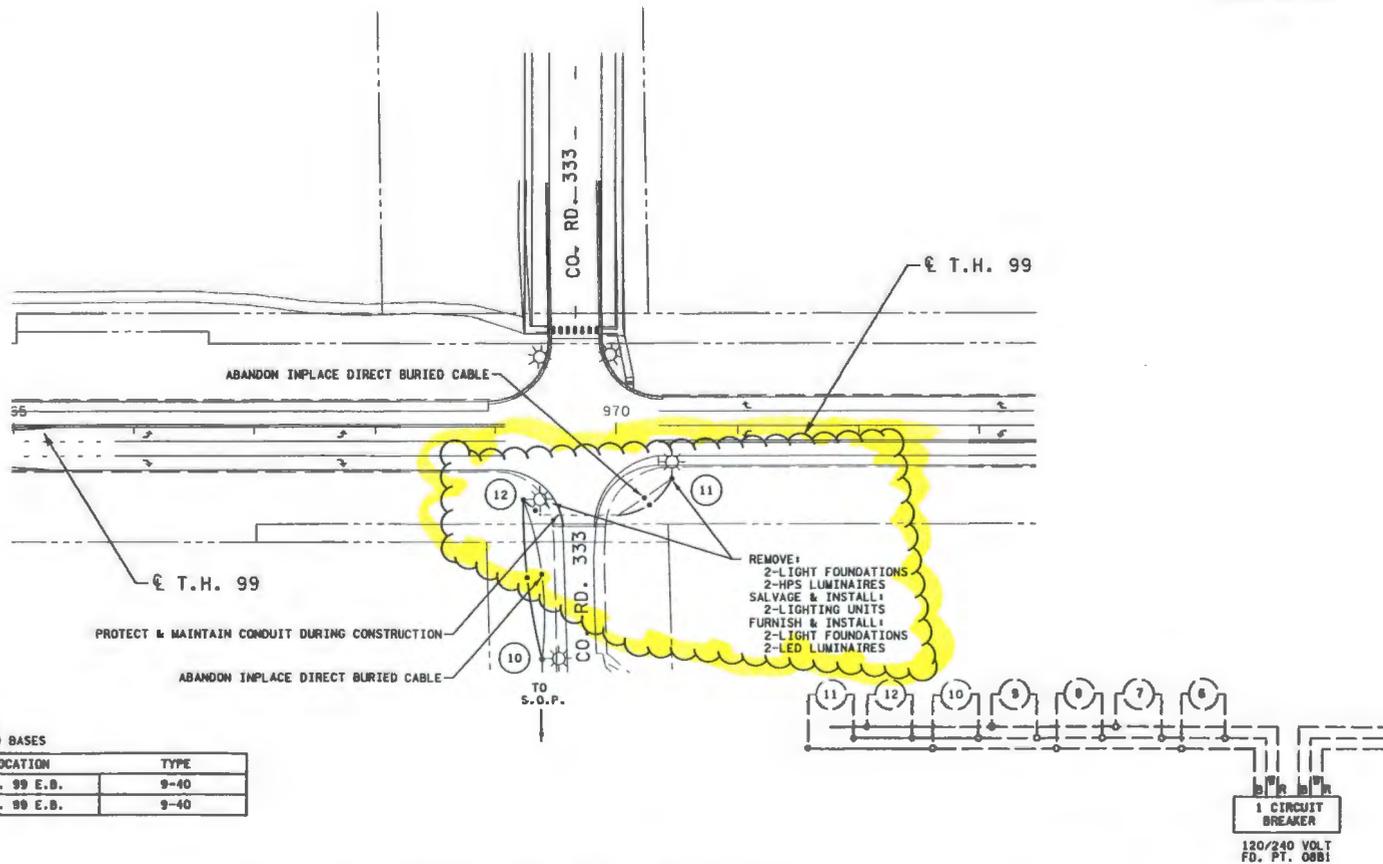
Design Engineering Cost, D = 6.5% of Construction Work Cost
= (0.065) (\$10,540.00)
= \$685.10

Construction Engineering Cost, C = 8% of Construction Work Cost
= (0.08) (\$10,540.00)
= \$843.20

Total Agreement Cost = CW + D + C
= \$10,540.00 + \$685.10 + \$843.20
= \$12,068.30

TOTAL AGREEMENT COST = \$12,068.30

LEGEND	
	INPLACE LIGHTING UNIT
---	INPLACE CONDUIT
—•—	INPLACE DIRECT BURIED CABLE 4 CONDUCTOR NO. 4
—•—	DIRECT BURIED CABLE 4 CONDUCTOR NO. 4



FEEDPOINT 0881
LIGHTING STANDARDS AND BASES

NO.	STATION	LT.	RT.	LOCATION	TYPE
11	970+46		—	T.H. 99 E.B.	9-40
12	969+24		—	T.H. 99 E.B.	9-40

Agreement #1000517
Exhibit A

2:10:28 PM
 4/12/15
 V:\onShare\vd401240_1105.dgn

0	04/13/15	JUN	SMS	MPM	INITIAL RELEASE FOR CONSTRUCTION
NO	DATE	OWN	DES	CKD	REVISION

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

Print Name: MICHAEL P. MCCORMY
Michael P. McCormy
 Date: 04/13/15 License # 45802

STATE PROJECT NO.
 0714-34 (T.J.L. 22)
 4012-40 (T.J.L. 22)
 5206-29 (T.J.L. 99)
 5211-64 (T.J.L. 169)



233 Park Ave S, Ste 300
 Minneapolis, MN 55415
 612.768.3080
 612.768.3088 FAX
 www.alliant-inc.com

T.H. 169 DETOUR PROJECT (S.P. 4012-40)
 PROPOSED LIGHTING PLANS
 T.H. 99 AT CO. RD. 333

SHEET
 198
 OF
 223

53

SPECIFIC NOTES

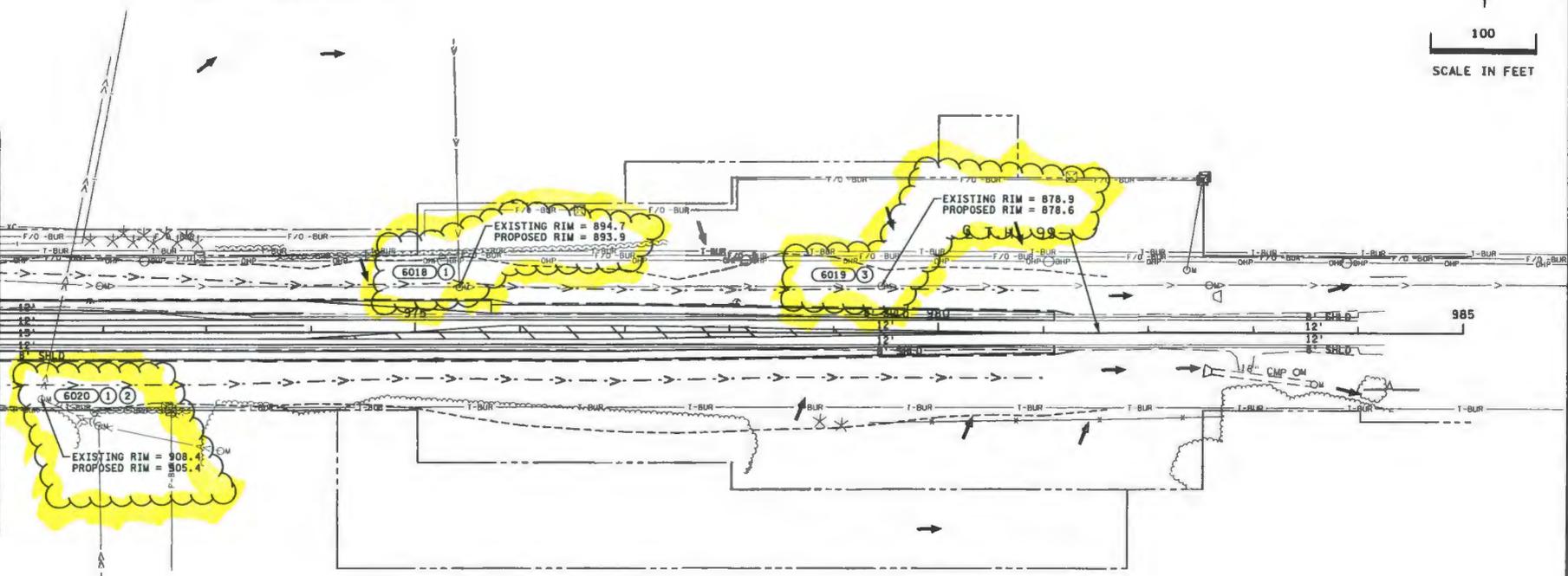
- ① RECONSTRUCT DRAINAGE STRUCTURE, SALVAGE CASTING AND CONE SECTION OR TOP SLAB, REMOVE UPPER BARREL SECTION, PLACE A SHORTER BARREL SECTION, REINSTALL CONE SECTION OR TOP SLAB, AND REINSTALL CASTING.
- ② SANITARY MH PAID FOR AS RECONSTRUCT DRAINAGE STRUCTURE.
- ③ ADJUST FRAME AND RING CASTING.



100
SCALE IN FEET

HS

MATCHLINE T.H. 99 STA. 971+00.00
SEE DRAWING NO. 119



LEGEND		
XXXX	STRUCTURE NUMBER	→ SURFACE FLOW DIRECTION
---	EXISTING R/W	■ PROPOSED CATCH BASIN
- - - -	CONSTRUCTION LIMITS	⊠ EXISTING CATCH BASIN
- - - -	PROPOSED STORM SEWER	● PROPOSED MANHOLE
- - - -	EXISTING STORM SEWER	○ EXISTING MANHOLE
- - - -	PROPOSED DITCH	◀ PROPOSED APRON
- - - -	DELINEATED WETLAND BOUNDARY	◀ EXISTING APRON
- - - -	EXISTING CULVERT	⊞ RANDOM RIPRAP
- - - -	PROPOSED CULVERT	▨ DITCH BLOCK

Agreement #1000517
Exhibit A

NO	DATE	DRN	DES	CKD	REVISION
0	04/13/15	AMM	AMM	SAW	INITIAL RELEASE FOR CONSTRUCTION

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

Print Name: **STEVE WESER**
Date: **04/13/15** License #: **50885**

STATE PROJECT NO.
0714-34 (T.H. 22)
4012-40 (T.H. 22)
5806-29 (T.H. 99)
5211-64 (T.H. 169)



233 Park Ave S, Ste 300
Minneapolis, MN 55418
612.758.3000 fax
612.758.3009 cell
www.alliant-inc.com

T.H. 169 DETOUR PROJECT (S.P. 4012-40)	SHEET
DRAINAGE PLANS	120
T.H. 99 AT CO. RD. 333	OF
T.H. 99 STA. 971+00.00 TO STA. 985+00.00	223

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2015 -

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

**RESOLUTION AUTHORIZING EXECUTION OF AGREEMENT FOR UTILITY WORK IN
CONJUNCTION WITH HIGHWAY 22 FLOOD MITIGATION PROJECT**

WHEREAS, the City of Saint Peter is an agreement with the Minnesota Department of Transportation (MnDOT) for allowing corrections to be made to street lights and storm sewer manholes in conjunction with the Highway 22 Flood Mitigation project; and

WHEREAS, the project includes work to remove, salvage and re-install street lights at HWY 99 and Sheppard Drive; adjust three manholes in the ditch of HWY 99 at Sheppard Drive; and engineering and construction inspection; and

WHEREAS, the City fully expects that such agreements will be developed and completed in a mutually acceptable form and substance; and

WHEREAS, the City agrees to pay MnDOT the sum of \$12,068.30 for such work.

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

1. The State of Minnesota be requested to process with the City and the City's Contractor such agreement for improvements for the Highway 22 Flood Mitigation Improvement Project.
2. The Mayor and City Administrator are authorized to enter into such agreement with the State of Minnesota Department of Transportation for completion of this work related to MnDOT'S Highway 22 Flood Mitigation Project.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 11th day of May, 2015.

Timothy Strand
Mayor

ATTEST:

Todd Prafke
City Administrator

Memorandum

TO: Todd Prafke
City Administrator

DATE: 05/06/2015

FROM: George Rohrich
REHC CEO

RE: River's Edge Hospital & Clinic Capital Equipment Purchase – Fracture Table

ACTION/RECOMMENDATION

Approve purchase of surgical fracture table from Universal Hospital Services for \$15,350.

BACKGROUND

This request is for the River's Edge Hospital and Clinic (REHC) to purchase a refurbished fracture table. REHC is recommending this table which is refurbished and certified by our medical equipment management partner. REHC investigated new trauma tables from two different vendors, but the purchase price exceeded \$100,000 from both vendors.



This table will be used to position and stabilize patients with a broken pelvis or leg bones. This table will allow REHC to perform orthopedic surgery on broken hips and long bones. These will be new services offered at REHC.

FISCAL IMPACT:

The purchase cost \$15,350 will be paid from Hospital Funds.

ALTERNATIVES/VARIATIONS:

Do Not Act: Delay will inhibit increases of surgical cases.

Denial: Increase of services would not be available or preformed at the Hospital.

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.

GR/

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2015 –

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

**RESOLUTION APPROVING PURCHASE OF FRACTURE TABLE FOR RIVER'S EDGE
HOSPITAL AND CLINIC**

WHEREAS, the City Code requires City Council approval for all Hospital purchases exceeding \$15,000; and

WHEREAS, River's Edge Hospital and Clinic wishes to purchase the Fracture Table that will allow REHC to position and stabilize patients with a broken pelvis or leg bones; and

WHEREAS, the Hospital Commission recommends purchase of the Fracture Table from Universal Hospital Services for a total price of \$15,350; and

WHEREAS, funds are available in the Hospital operating funds for this purchase.

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

1. River's Edge Hospital and Clinic is authorized to proceed with the purchase of the Fracture Table from Universal Hospital Services for a total price of \$15,350.
2. Funding for the purchases shall be from Hospital Operating Fund.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 11th day of May, 2015.

Timothy Strand
Mayor

ATTEST:

Todd Prafke
City Administrator

Memorandum

TO: Todd Prafke
City Administrator

DATE:

FROM: George Rohrich
REHC CEO

RE: Hospital Capital Equipment Purchase – Coagulation Analyzer

ACTION/RECOMMENDATION

Approve purchase of ACL TOP 300 Hemostasis Testing Station from Beckman/Instrumentation Laboratory for \$40,000.

BACKGROUND

The current coagulation analyzer is 12 years old and is no longer supported by the manufacturer. This machine is used for numerous tests including determination of how well blood-thinning medications are working, investigation of a possible bleeding disorder, ruling out clotting episodes and diagnosing conditions related to thrombosis.

The requested coagulator would interface with Excellian, our Electronic Health Record, which would remove the human reporting that happens with the current machine. This will allow more testing to be done in the Hospital. After research, REHC's Laboratory Manager has recommended the ACL Top 300 Analyzer. This machine was not the least expensive quote we received, however; the Lab Manager wanted to continue with the brand we are using now. It would be less training time for our employees, and hopefully an easier transition between machines. The estimated cost for the machine is \$40,000.



Quotes: IL (Instrumentation Laboratory) ACL TOP 300	\$40,000
Siemens Sysmex CA-1500	\$35,950
Stago STA Compact Max ES	\$34,570

FISCAL IMPACT:

The purchase cost \$40,000 will be paid from Hospital Funds.

ALTERNATIVES/VARIATIONS:

Do Not Act: Staff will continue to use existing equipment.

Negative Vote: Staff will continue to use existing 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.

GR/

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2015 –

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

**RESOLUTION APPROVING PURCHASE OF ACL TOP 300 HEMOSTASIS TESTING
STATION FOR RIVER'S EDGE HOSPITAL AND CLINIC**

WHEREAS, the City Code requires City Council approval for all Hospital purchases exceeding \$15,000; and

WHEREAS, River's Edge Hospital and Clinic wishes to purchase the coagulation analyzer that will help determine how well blood-thinning medications are working, investigation of possible bleeding disorders and to rule out clotting episodes, and diagnose conditions related to thrombosis.; and

WHEREAS, the ACL TOP 300 analyzer would allow less training time for our employees and an easier transition between machines; and

WHEREAS, the Hospital Commission recommends purchase of the analyzer from Beckman/Instrumentation Laboratories at a total price of \$40,000; and

WHEREAS, funds are available in the Hospital operating funds for this purchase.

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

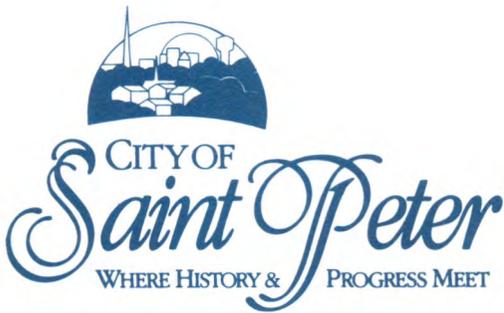
1. River's Edge Hospital and Clinic is authorized to proceed with the purchase of the analyzer from Beckman/Instrumentation Laboratories at a total price of \$40,000.
2. Funding for the purchases shall be from Hospital Operating Fund.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 11th day of May, 2015.

Timothy Strand
Mayor

ATTEST:

Todd Prafke
City Administrator



Memorandum

TO: Todd Prafke
City Administrator

DATE:

FROM: George Rohrich
REHC CEO

RE: Hospital Capital Equipment Purchase – Check Point Firewall appliance

ACTION/RECOMMENDATION

Approve purchase of Check Point 4600 Firewall from IT Savvy for \$31,639.

BACKGROUND

The current system used is 11 years old. Technology has greatly improved and so has the capability of hackers. During a recent IT Risk Assessment, our Firewall system was labeled as a compliance and risk issue. The requested "Check Point 4600" Firewall will improve security of electronic medical records, protect against malicious software and will improve compliance with the HIPAA requirements. Check Point is the leader for network security. Cisco and Juniper were considered but lack proven integration and basic web filtering.



Quotes for one time firewall costs:

Check Point 4600	\$31,639
Check Point 4400	\$24,476
Cisco ASA 5515-X	\$21,765
Juniper SRX240 NGFW	\$19,025

Pricing from 2 vendors CDW and IT Savvy were received and IT Savvy had the lowest price.

FISCAL IMPACT:

The purchase cost \$31,639 will be paid from Hospital Funds.

ALTERNATIVES/VARIATIONS:

Do Not Act: Staff will continue to use existing equipment.

Negative Vote: Staff will continue to use existing equipment.

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

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

GR/

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2015 –

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

**RESOLUTION APPROVING PURCHASE OF CHECK POINT 4600 FIREWALL APPLIANCE
FOR RIVER'S EDGE HOSPITAL AND CLINIC**

WHEREAS, the City Code requires City Council approval for all Hospital purchases exceeding \$15,000; and

WHEREAS, River's Edge Hospital and Clinic wishes to purchase the Check Point 4600 Firewall that will improve security of electronic medical records, protect against malicious software and will improve compliance with the HIPAA requirements; and

WHEREAS, the Hospital Commission recommends purchase of the Check Point 4600 Firewall Appliance from IT Savvy for a total price of \$31,639; and

WHEREAS, funds are available in the Hospital operating funds for this purchase.

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

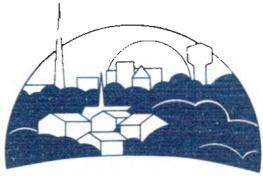
1. River's Edge Hospital and Clinic is authorized to proceed with the purchase of the Check Point 4600 Firewall Appliance from IT Savvy at a total price of \$31,639.
2. Funding for the purchases shall be from Hospital Operating Fund.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 11th day of May, 2015.

Timothy Strand
Mayor

ATTEST:

Todd Prafke
City Administrator



City of Saint Peter

MEMORANDUM

TO: Mayor Strand and Council Members

FROM: James W. Brandt 

DATE: May 7, 2015

RE: Lease of Farmland

Action/Recommendation: Approve the attached Farm Lease to Brett R. Annexstad

BACKGROUND

In fall, 2013, the City purchased approximately 75 acres west of the city limits for the purpose of developing future parkland. The following year, the School District was able to purchase the 60 acres lying adjacent and north of the City land. This past spring, the School District passed a bond referendum to construct a new high school. During this time, the City and School District have been in conversations to develop the new high school and the City park jointly.

On April 29, 2015, the School District finally made the decision to wait with its site preparation until after October 15, 2015. Therefore it is appropriate to lease the City property for the current crop year.

Last year Brett Annexstad, who farms together with his father and his father leases the School District land immediately to the north of this property, leased the property. Mr. Annexstad has been very interested in leasing this land again and has been in discussions with me since early March. However, since the School District was considering site preparation this summer, I was unable to reach a lease agreement with Mr. Annexstad.

Prior to discussing the Lease with Mr. Annexstad, I reviewed other rental properties within the St. Peter river valley. Since the soil in the St. Peter river valley is sandy, the rentals are substantially less than the heavier clay soils above the ridgeline to the west of the City.

After reviewing rentals in the St. Peter river valley and the University of Minnesota land rents for Traverse Township, I had a discussion with Brett

Home of Gustavus Adolphus College
County Seat of Historic Nicollet County

City Attorney
James W. Brandt

Assistant City Attorney
Christopher P. Grean

219 West Nassau
P.O. Box 57
Saint Peter, Minnesota
56082
(507) 931-6940
FAX (507) 931-6909



May 7, 2015

2

Annexstad. Since Mr. Annexstad has to be off the farm by October 15 and he was unable to plant earlier, he is limited to planting an earlier variety of soybean which does not have the yield potential of corn or a later variety of soybean. Further complicating the matter is the low commodity prices of crops which has lead to several landlords lowering their rental rates. Given the other river valley rentals and the above factors, both Mr. Annexstad and I believe that the \$150.00 per acre rate in the lease is a very fair rental and I would suggest the Council approve the rental.

With that in mind, Brett has executed the Lease and has submitted the full amount of rental payment.

FISCAL IMPACT

The tenant has paid the \$10,500.00 rental fee.

ALTERNATIVES/VARIATIONS

Do not act; the tenant will be notified of the Council's decision not to act in the matter and the City will return the tenant's check.

NEGATIVE VOTES

The tenant will be notified of the City Council's denial of the Lease

MODIFICATION/RESOLUTIONS

Given that Brett Annexstad has executed the Lease and submitted payment, any alteration would need to be acceptable to Mr. Annexstad.

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

FARM LEASE

On this 29th day of April, 2015, it is agreed the City of Saint Peter, a Minnesota municipal corporation, as Lessor, hereby leases and rents to Brett R. Annexstad, as Lessee, the farm land lying in Nicollet County, Minnesota, described as follows, to-wit:

The South Half of the Southwest Quarter (S $\frac{1}{2}$ of SW $\frac{1}{4}$), Section Seventeen (17), Township 110 North, Range 26 West, Nicollet County, Minnesota, EXCEPTING THEREFROM the following described parcel of land:

All that part of Parcel 2, Nicollet County Right of Way Plat No. 1, lying in the Southeast Quarter of the Southwest Quarter and the Southwest Quarter of the Southwest Quarter of Section 17, Township 110 North, Range 26 West, Nicollet County, Minnesota, described as: Commencing at the South Quarter corner of Section 17; thence North 00 degrees 07 minutes 44 seconds East (assumed bearing) on the East line of the Southwest Quarter of Section 17, a distance of 946.54 feet to a Southeasterly corner of said Parcel 2 and the point of beginning; thence continuing North 00 degrees 07 minutes 44 seconds East on said East line, 151.69 feet to a Northeasterly corner of said Parcel 2 and a point on a 5784.48 foot radius nontangential curve to the left having a central angle of 02 degrees 52 minutes 06 seconds and a 289.55 foot chord which bears South 51 degrees 26 minutes 39 seconds West; thence on the curve and Northeasterly line of said Parcel 2, a distance of 289.58 feet to the point of tangency; thence South 50 degrees 00 minutes 36 seconds West on said Northeasterly line, 936.91 feet to a point on a 1085.90 foot radius curve to the right having a central angle of 21 degrees 42 minutes 59 seconds; thence on the curve and said Northeasterly line, 411.58 feet; thence South 18 degrees 16 minutes 25 seconds East, 20.00 feet to a point on a 1105.90 foot radius nontangential curve to the right having a central angle of 15 degrees 36 minutes 33 seconds and a 300.35 foot chord which bears South 79 degrees 31 minutes and 51 seconds West; thence on the curve 301.28 feet to the point of intersection with the North right of way line of a public road being 41.25 feet North of the South line of the Southwest Quarter of Section 17; thence North 89 degrees 56 minutes 24 seconds West; not tangent to previous curve on said right of way line, 52.57 feet; thence South 00 degrees 03 minutes 36 seconds West, 41.25 feet to a South line of said parcel 2 and the South line of the Southwest Quarter of Section 17; thence South 89 degrees 56 minutes 24 seconds East on said South line, 375.64 feet to a point on a 1205.90 foot nontangential radius curve to the left, having a central angle of 21 degrees 54

minutes 01 seconds and a 458.13 foot chord which bears North 60 degrees 57 minutes 37 seconds East; thence on the curve and Southerly line of said Parcel 2, a distance of 460.93 feet to the point of tangency; thence North 50 degrees 00 minutes 36 seconds East on said Southerly line, 936.91 feet to a point on a 5664.48 foot radius curve to the right, having a central angle of 01 degrees 56 minutes 22 seconds; thence on the curve and said Southerly line, 191.75 feet to the point of beginning;

and

Parcel No. "16" of Nicollet County Right-of-Way Plat No. 27. And Parcel No. "2N1" of Revised Nicollet County Right-of-Way Plat No. 1 for CSAH 5, according to the plat thereof on file in the office of the Nicollet County Recorder;

for the term of one crop year beginning the first day of April, 2015, and ending upon the removal of the crop no later than October 15, 2015.

Said Lessee, in consideration of said lease, hereby covenants with said Lessor as follows, to-wit:

RENT: That Lessee will pay to said Lessor rent for said land the sum of \$10,500.00 in cash, the receipt of which is hereby acknowledged.

OPERATION: That Lessee will farm said land according to the best practices in the locality thereof and furnish all hired help, tools, implements and machinery necessary to that end.

SEED: That Lessee will use only the best soybean seed at his own expense.

HARVESTING: That Lessee will promptly pay all cost of harvesting grain.

WEEDS: That Lessee will keep down all weeds each year and will not allow the same to mature seed at any time. Lessee must provide Lessor with a written list of all chemicals and fertilizers used on the leased property.

STRAW AND MANURE: That Lessee may remove or sell any straw.

PLOWING: That Lessee shall be required to plow back said land to a smooth surface to provide a surface that is ready for final grading and turf establishment, unless waived in writing by the Lessor.

REPAIRS: That Lessee will at once, at his own expense, replace and repair all damages to improvements on said land caused by his want of care or negligence.

ENTRY BY LESSOR: That said Lessor may enter upon said land at any time to inspect the same and to make such soil tests, inspections, repairs and improvements as Lessor shall deem necessary, or to prepare for the Lessor's future park, provided Lessor shall not damage crops and other property of said Lessee. Lessor shall reimburse Lessee for any crop damage under the following formula: acres damaged times average yield for the farm land above described times cash soybean price at Traverse Elevator on October 1, 2015.

ASSIGNMENT AND SUBLETTING: That no party will assign this lease nor sublet any part of said land.

SURRENDER OF POSSESSION AND HOLDING OVER: That at the termination of said term and upon re-entry by said Lessor as herein provided, he will peaceably surrender possession of all said land to said Lessor; and that in case he shall remain in possession thereof after expiration of said term or after re-entry as herein provided it shall not be construed as a renewal of this lease, and that, in such case, he will surrender such possession to said Lessor upon demand.

After the Lessee has harvested his crops at the end of this lease, Lessee hereby agrees to allow the Lessor, their assigns, or the Lessor to enter upon the premises for the purpose of preparing its future park.

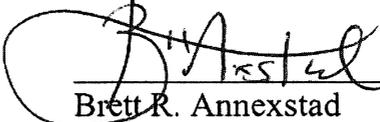
(The words "Lessor" and "Lessee" shall, where the context so permits, be interpreted to mean the heirs, executors, administrators, legal representatives, successors and assigns of the respective parties hereto and where applicable, words used in this instrument in the masculine gender include the feminine and neuter, the singular number includes the plural and plural the singular.)

In testimony whereof, both parties have hereunto set their hands and seals the day and year hereinbefore written.

City of Saint Peter

By Timothy Strand, Mayor

Attested to: Todd Prafke, City Administrator

 4/29/15

Brett R. Annexstad

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2015 - _

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

**RESOLUTION AUTHORIZING EXECUTION OF ONE-YEAR LEASE OF THE LAMBERT
PROPERTY BY AND BETWEEN THE CITY OF SAINT PETER AND BRETT R ANNESTAD**

WHEREAS, the City owns property west of the City limits and adjacent to West Broadway Avenue; and

WHEREAS, the City intends to develop the property jointly with School District #508 as a combination park and high school; and

WHEREAS, the site improvements for development of the property will begin after October 15, 2015; and

WHEREAS, Brett Annexstad is willing to lease the property and vacate the property prior to October 15, 2015; and

WHEREAS, the Lease fits within the City's goals to develop a park in the best possible manner; and

WHEREAS, the Lease will eliminate City costs for maintaining the site and controlling weeds.

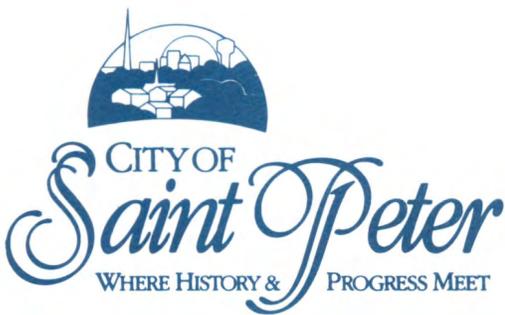
NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SAINT PETER, NICOLLET COUNTY, MINNESOTA, THAT: the Mayor and City Administrator are authorized to execute a lease by and between the City of Saint Peter and Brett R. Annexstad for the property known as the "Lambert Farm" in the amount of \$10,500 for the period April 1, 2015 through no later than October 15, 2015.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota this 11th day of May, 2015.

ATTEST:

Timothy Strand
Mayor

Todd Prafke
City Administrator



Memorandum

TO: Todd Prafke
City Administrator

DATE: 05/05/2015

FROM: Pete Moulton
Public Works Director

RE: Donation Acceptance for Improvements at Ramsey Park

ACTION/RECOMMENDATION

Accept a donation from the Saint Peter Baseball Association of new chain link fencing, backstop and dugouts for the newly created ball field located at Ramsey Park.

BACKGROUND

The City has adopted a donation policy which stipulates that donations with an estimated value of \$5,000 or higher must be accepted by the City Council during a regular Council meeting.

Staff recommends the Council formally accept the donation made by the Saint Peter Baseball Association in the amount of \$10,000 for ball field improvements at Ramsey Park. The 2005 Parks Master Plan priority "A" list includes expanding the activity area and backstop for "sand lot" ball games. Since the completion of the Washington Avenue Link Project, Ramsey Park is more visible and fits the improvements as the Saint Peter Baseball Association would like to donate.

FISCAL IMPACT

The Saint Peter Baseball Association's donation would only include a portion of the work being completed for improvements. The City Parks budget (General Fund) would cover the remainder of the cost of approximately \$3,000.

ALTERNATIVES/VARIATIONS:

Do not act: Staff will seek further instruction.

Negative Votes: Staff will inform Saint Peter Baseball Association of the 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.

PM/amg

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2015 -

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

RESOLUTION ACCEPTING DONATION FROM SAINT PETER BASEBALL ASSOCIATION

WHEREAS, the City has adopted a donation policy that requires formal acceptance by the City Council of all donations exceeding \$10,000; and

WHEREAS, the Saint Peter Baseball Association wishes to donate \$10,000 to the City for Ramsey Park ball field improvements; and

WHEREAS, staff recommends acceptance of the donation.

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

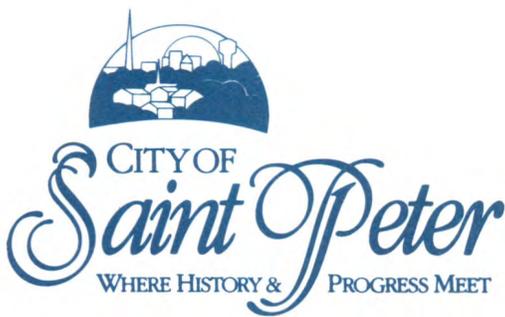
1. The donation of Saint Peter Baseball Association in the amount of \$10,000 is hereby accepted.
2. The donation shall be restricted for use of Ramsey Park improvements for a chain link fence, backstop and dugouts.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 11th day of May, 2015.

Timothy Strand
Mayor

ATTEST:

Todd Prafke
City Administrator



Memorandum

TO: Honorable Mayor Strand
Members of the City Council

DATE: 5/6/15

FROM: Todd Prafke
City Administrator

RE: New Business License Applications

ACTION/RECOMMENDATION

Approve two new license applications.

BACKGROUND

Anthony Tree Service has submitted a Tree Worker License application in order to cut, trim, prune and remove trees, shrubs or vines in Saint Peter. A background investigation has been completed on Anthony Strempe and Robert Bartkowitz and nothing was found that would prohibit them from obtaining the above mentioned license contingent upon receipt of the required \$2,000 bond. Should all licensing requirements be met, the license period would be May 12, 2015 through April 30, 2016.

The Mankato Area Concerns of Special Needs and Public Servants Constitution (SNAPS) Nonprofit has submitted an application in order to conduct a raffle at their event at the Nicollet County Fairgrounds at 400 West Union Street. The event will be a chili cook-off on June 12-13, 2015. Again, nothing was found in the background investigation that would prohibit issuance of the license

Approval of both licenses is recommended.

FISCAL IMPACT:

Permit fees will be received.

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.

TP/

PROCLAMATION

"POLICE OFFICER MEMORIAL DAY and POLICE OFFICER MEMORIAL WEEK"

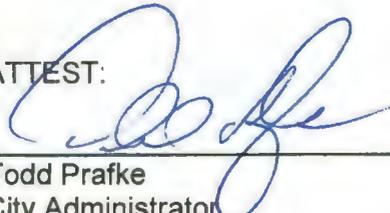
- WHEREAS, our Nation's public safety officers are heroes who risk their lives to keep our families and communities safe; and
- WHEREAS, law enforcement personnel are dedicated to the communities they serve; and
- WHEREAS, Police Officers must continually remain vigilant and take courageous action; and
- WHEREAS, Police Officer's put their lives on the line to protect ours, sometimes making the ultimate sacrifice; and
- WHEREAS, May 15th has been designated by the President as "Police Officers Memorial Day"; and
- WHEREAS, the Saint Peter community honors and respects the sacrifices made by our Police Officers and wishes to extend gratitude to each and every member of the law enforcement community.

NOW, THEREFORE, I, Timothy Strand, Mayor of the City of Saint Peter, Minnesota, do hereby proclaim May 15, 2015 as "POLICE OFFICER MEMORIAL DAY" and May 10-16, 2015 as "POLICE OFFICER MEMORIAL WEEK" in the City of Saint Peter and hereby extend the gratitude of the Saint Peter community to all Saint Peter Police Department Officers for their service to our community and their commitment to protecting those they serve.

In witness whereof, I have hereunto set my hand and caused the seal of the City of Saint Peter to be affixed this 11th day of May, 2015.

Timothy Strand
Mayor

ATTEST:



Todd Prafke
City Administrator



CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2015 -

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

RESOLUTION CALLING FOR CLOSED SESSION

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

WHEREAS, staff is currently in negotiations for purchase of land for a housing subdivision and purchase of land for a stormwater detention basin; and

WHEREAS, staff recommends a closed session be called.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SAINT PETER, NICOLLET COUNTY, MINNESOTA, THAT: the City Council will meet in closed session in the Traverse des Sioux Room as provided for under Minnesota Statutes for discussion of negotiations related to the purchase of land.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 11th day of May, 2015.

Timothy Strand
Mayor

ATTEST:

Todd Prafke
City Administrator