

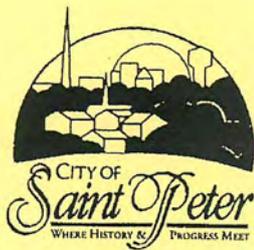
**CITY OF SAINT PETER, MINNESOTA  
AGENDA AND NOTICE OF MEETING**

Regular City Council Meeting of Tuesday, May 27, 2014  
Community Center Governors' Room - 7:00 p.m.

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

None scheduled
- VII. **NEW BUSINESS**
  - A. SWMHP Resolution of Support
  - B. School District #508 Memorandum of Understanding
  - C. Hazardous Building Action
- VIII. **REPORTS**
  - A. **MAYOR**
  
  - B. **CITY ADMINISTRATOR**
    - 1. SMMPA Update
    - 2. Consumer Confidence Report
    - 3. Others
- IX. **EXECUTIVE SESSION**
  - A. Resolution Calling For Closed Session  
**ADJOURN TO CLOSED SESSION IN TRAVERSE DES SIOUX ROOM**
  - B. Closed Session - Land Purchase Negotiations 213 West Nassau  
**RETURN TO OPEN SESSION**
- X. **ADJOURNMENT**

Office of the City Administrator  
Todd Prafke



I. **CALL TO ORDER**

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

II. **APPROVAL OF AGENDA**

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

III. **APPROVAL OF MINUTES**

A copy of the minutes of the May 12, 2014 regular Council meeting is attached for approval. A MOTION is in order.

IV. **VISITORS**

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

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

B. **General Visitor Comments**

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

V. **APPROVAL OF CONSENT AGENDA ITEMS**

The consent agenda, including approval of the schedule of disbursements for May 8, 2014 through May 21, 2014 are attached. Please see the attached staff reports and RESOLUTION.

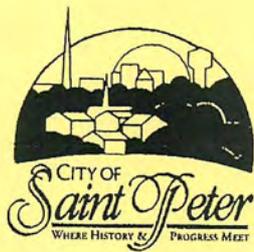
VI. **UNFINISHED BUSINESS**

None scheduled.

VII. **NEW BUSINESS**

A. **ADOPTION OF A RESOLUTION APPROVING SUPPORT FOR SOUTHWEST MINNESOTA HOUSING PARTNERSHIP APARTMENT PROJECT**

SWMHP has asked the City for a resolution of support for their project to purchase and rehabilitate Maplewood Apartments. Staff recommends approval. Please see the attached staff report and RESOLUTION.



**B. ADOPTION OF A RESOLUTION APPROVING EXECUTION OF MEMORANDUM OF UNDERSTANDING WITH SCHOOL DISTRICT #508**

Staff recommends approval be provided for execution of a renewal Memorandum of Understanding with School District #508 for the City to operate several School District programs. Please see the attached staff report and RESOLUTION.

**C. ADOPTION OF A RESOLUTION APPROVING HAZARDOUS BUILDING ACTION**

City Attorney Brandt has drafted a resolution that begins a hazardous building action against the building at 214 South Minnesota Avenue. Please see the attached staff report and RESOLUTION.

**IX. REPORTS**

**A. MAYOR**

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

**B. CITY ADMINISTRATOR**

**1. REPORT ON SOUTHERN MINNESOTA MUNICIPAL POWER AGENCY**

Public Works Director Giesking will provide an update on SMMPA at this time.

**2. REPORT ON CONSUMER CONFIDENCE REPORT ISSUANCE**

A report will be provided at this time on the City's Consumer Confidence Report.

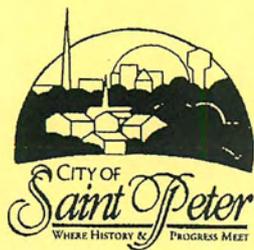
**3. OTHERS**

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

**IX. EXECUTIVE SESSION**

**A. ADOPTION OF A RESOLUTION CALLING FOR CLOSED SESSION TO DISCUSS LAND 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 related to purchase of property at 213 West Nassau Street real estate. Please see the attached RESOLUTION.

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

**B. DISCUSSION OF LAND PURCHASE NEGOTIATIONS**

Discussion will take place at this time regarding negotiations for purchase of real estate. No action will take place during this closed session.

**RETURN TO OPEN SESSION**

**X. ADJOURNMENT**

Office of the City Administrator  
Todd Prafke

CITY OF SAINT PETER, MINNESOTA

OFFICIAL PROCEEDINGS

MINUTES OF THE CITY COUNCIL MEETING  
MAY 12, 2014

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Saint Peter was conducted in the Governors' Room of the Community Center on May 12, 2014.

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

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

**Approval of Minutes** – A motion was made by Kvamme, seconded by Parras, to approve the minutes of the April 28, 2014 regular City Council meeting. With all in favor, the motion carried and the minutes were approved. A complete copy of the minutes of the April 28, 2014 regular City Council meeting is contained in the City Administrator's book entitled Council Proceedings 18.

**Consent Agenda** – In motion by Parras, seconded by Zieman, Resolution No. 2014-63 entitled "Resolution Approving Consent Agenda" was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2014-63 is contained in the City Administrator's book entitled Council Resolutions 20.

**Nicollet Avenue Electric Materials Bid Award** – Public Works Director Giesking recommended award of the bid for Part 1 of the Nicollet Avenue Electric Materials Project to WESCO in the amount of \$223,617.04; award of the bid for Part 3 of the project to RESCO in the amount of \$5,084.10; rejection of all bids for Part 2 for failure to meet the bid specifications; and authorization for receipt of quotes for Part 2 at an estimated cost of \$45,000. Giesking reported the project was under budget and conduit was already in place for installation of the distribution wire. In motion by Zieman, seconded by Parras, Resolution No. 2014-64 entitled "Resolution Awarding Bids For Nicollet Avenue Electric Materials Project", was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2014-64 is contained in the City Administrator's book entitled Council Resolutions 20.

**2014 Electric Fund Budget/Rate Increase** – Finance Director O'Connell recommended approval of an electric rate increase for large commercial and industrial customers and approval of the 2014 Electric Fund budget. O'Connell reminded Councilmembers the Electric Fund is in an operational deficit and increasing rates was necessary to help minimize the deficit. O'Connell presented the proposed increase to large commercial and industrial customer rates which would take effect June 1st and which would raise \$75,000 in additional revenue in 2014 and \$150,000 per year thereafter. O'Connell also noted the targeted fund balance in the Electric Fund was \$1.4 million and the current unrestricted balance was \$208,000. Councilmember Zieman questioned if the savings on the Nicollet Avenue Electric Materials Project could offset rate increases. O'Connell responded that the project savings would change the bottom line in 2014, but would have no effect in future years and because it would only help the fund balance, it would not help the operational deficit. Mayor pro tem Brand pointed out that the Council has had extensive discussion on the proposed rate increase. In motion

by Zieman, seconded by Parras, Resolution No. 2014-65 entitled "Resolution Adopting Electric Rates", was introduced. Upon roll call, Councilmembers Zieman, Kvamme, Brand, and Parras voting aye, Councilmember Grams voting nay, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2014-65 is contained in the City Administrator's book entitled Council Resolutions 20.

In motion by Zieman, seconded by Kvamme, Resolution No. 2014-66 entitled "Resolution Adopting 2014 Electric Enterprise Fund Budget", was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2014-66 is contained in the City Administrator's book entitled Council Resolutions 20.

**2014 Water Fund Budget** – Finance Director O'Connell recommended adoption of the 2014 Water Fund budget in the amount of \$3,794,448. O'Connell reported that although the projected fund balance at the end of 2014 would only be \$122,000, no further rate increases other than the increase approved in 2013 that is effective August 1, 2014 were proposed. In motion by Kvamme, seconded by Zieman, Resolution No. 2014-67 entitled "Resolution Adopting The 2014 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. 2014-67 is contained in the City Administrator's book entitled Council Resolutions 20.

**2014 Wastewater Fund Budget** – Finance Director O'Connell recommended adoption of the 2014 Wastewater Fund budget in the amount of \$3,760,067. O'Connell noted there were no changes proposed for the operation of the fund and no rate increases were proposed other than the already approved increase on January 1, 2015. O'Connell reported the projected fund balance at the end of 2014 would be \$253,000. In motion by Grams, seconded by Kvamme, Resolution No. 2014-68 entitled "Resolution Adopting The 2014 Wastewater Fund Budget", was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2014-68 is contained in the City Administrator's book entitled Council Resolutions 20.

**Housing Study Update** – Community Development Director Wille requested approval of a contract to retain Community Partners Research, Inc. to prepare an update to the City's housing study for a not to exceed fee of \$5,600. Wille reported the update would focus on the impact of job growth within the Mankato metropolitan statistical area and would be completed by September. In motion by Kvamme, seconded by Parras, Resolution No. 2014-69 entitled "Resolution Authorizing Execution Of Contract With Community Partners Research, Inc. For Update To 2012 Housing Study", was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2014-69 is contained in the City Administrator's book entitled Council Resolutions 20.

**Administrative Lot Split/Land Sale** – Community Development Director Wille reported the Hendrickson Organ Company, which was damaged by fire, is considered a non-conforming use because the building does not meet the 25' setback requirement, but under current State law, the building would be allowed to be reconstructed on the same footprint as long as the non-conformity was not increased. Wille noted that the Hendrickson Organ Company building had been constructed over the property line and was actually 22" on the City owned property to the south and unless Hendrickson purchased a portion of the City property, the Company would not be allowed to rebuild the structure. Wille recommended the Council approve an action for an administrative split of land currently owned by the City to create Parcel A and Parcel B and authorize sale of Parcel A to Hendrickson Organ Company at a price of \$1,100.40 contingent upon Hendrickson Organ Company paying all costs for the actions. In motion by Parras, seconded by Grams, Resolution No. 2014-70 entitled "Resolution Accepting Administrative Lot Split Of Lot 1, Block 1, Swift Park Subdivision No. 2 And Sale Of City Owned Land To Hendrickson Organ Company", was introduced. Upon roll call, with

all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2014-70 is contained in the City Administrator's book entitled Council Resolutions 20.

**Request for City Assistance: Bluesfest** – City Administrator Prafke recommended approval of a request from the St. Peter Ambassador's for City assistance related to the BluesFest event in Minnesota Square Park on June 14th as outlined in the proposed resolution. Councilmember Kvamme noted that it would be the first weekend two community events were held during the same weekend. In motion by Kvamme, seconded by Grams, Resolution No. 2014-71 entitled "Resolution Approving Request For City Assistance For Bluesfest" was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2014-71 is contained in the City Administrator's book entitled Council Resolutions 20.

**Request For City Assistance: Relay For Life** – City Administrator Prafke recommended approval of a request from the Nicollet County chapter of the American Cancer Society for City assistance related to the Relay for Life event in Gorman Park on June 13th as outlined in the proposed resolution. In motion by Zieman, seconded by Grams, Resolution No. 2014-72 entitled "Resolution Authorizing City Assistance For Relay For Life Event", was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2014-72 is contained in the City Administrator's book entitled Council Resolutions 20.

**Standard Details Correction** – City Administrator Prafke recommended approval of a resolution that would correct clerical errors contained in a previously adopted resolution to update several public infrastructure construction standards. In motion by Zieman, seconded by Kvamme, Resolution No. 2014-73 entitled "Resolution Approving Revised Construction Standard Detail Plates" was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2014-73 is contained in the City Administrator's book entitled Council Resolutions 20.

## **Reports**

**Mayor pro tem Report** – Mayor pro tem Brand reported his recent activities were centered around the birth of his son Leo Brand on May 9th.

**Downtown Snow Emergency Policy Timeline** – City Administrator Prafke reported the timeline for meeting with downtown property owners regarding a downtown snow emergency process had been delayed and staff would meet with property owners sometime in August.

There being no further business, a motion was made by Parras, seconded by Grams, to adjourn. With all in favor, the motion carried and the meeting adjourned at 7:58 p.m.

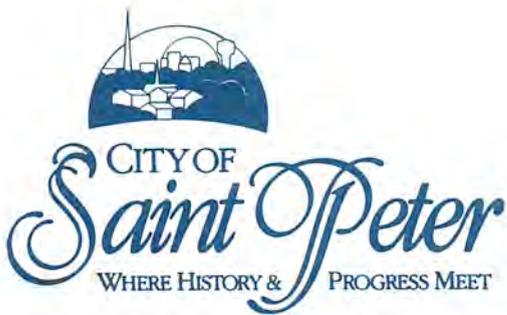
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Timothy Strand  
Mayor

ATTEST:

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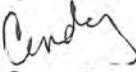
Todd Prafke  
City Administrator



## Memorandum

**TO:** Todd Prafke  
City Administrator

**DATE:** 5/22/2014

**FROM:** Cindy Moulton   
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, 2014 – June 30, 2015.

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 the following events; Soft Drink, Show, On Sale 3.2 Beer, Dance, Gambling, and On Sale Liquor. The dates vary depending on the event.

Please place these items on the May 27, 2014 City Council consent agenda.

### **FISCAL IMPACT:**

None other than receipt of the permit fees.

### **ALTERNATIVES/VARIATIONS:**

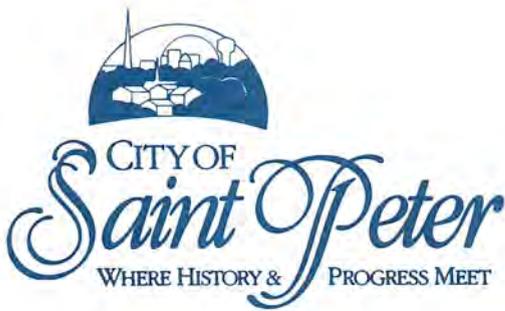
Do Not Act: No further action will be taken without Council direction.

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

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

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

CKM



## Memorandum

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

**DATE:** 5/22/2014

**FROM:** Todd Prafke  
City Administrator

**RE:** Election Judge Appointments

### ACTION/RECOMMENDATION

Provide for appointment of Election Judges for the 2014 elections.

### BACKGROUND

A general election is scheduled for August 12, 2014 primary and November 4, 2014 general election. The following list of individuals is recommended for appointment as Election Judges. Some of these individuals are employees of the Nicollet County Auditor's Office and the City of North Mankato. They are being appointed in the event the City's Election Official is unable to perform her duties on election day or should unusual circumstances prevent a large number of judges from serving.

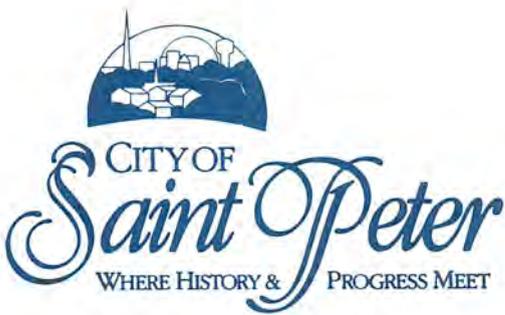
Barbara Luker  
Jaci Kopet  
Christine Johnson  
Renaë Rolle  
Nancy Gehrke  
Beverly Sommers  
Gene Krohnberg  
Patricia Duenwald  
John Hall  
Rita Scheff  
David Grimmus  
Donna Green  
Robert Genelin  
Denny Booren

Leona Miller  
Shirley Krider  
Mary Ann Harty  
Margie Nelsen  
Mary Ann Hanson  
Janet Boese  
Diane Braun  
Diane Harms  
Greg Seitzer  
Carol Solberg  
Warren Michels  
Mike Torkelson  
Paul Aasen  
Nita Aasen

Maureen Scholl  
Tom Thorkelson  
Geraldine Hildebrandt  
Barb Luker  
Lelia Leonhardt  
Raymond Jacobson  
Joan Eppmeyer  
Paula Van Zee  
Craig Drager  
Nancy Luker  
Ashley Prax  
Preston Smith  
Megan Roach (trainee)  
Jaide Fondie (trainee)

Election judge wages have been included in the 2014 election budget. Please feel free to contact me if you have any questions or concerns about this agenda item.

TP/bal



## Memorandum

**TO:** Todd Prafke  
City Administrator

**DATE:** 5/21/2014

**FROM:** Matt Peters  
Chief of Police

**RE:** Consent Agenda—Surplus Bicycles

### ACTION/RECOMMENDATION

Declare the following list of unclaimed bicycles as surplus property.

### BACKGROUND

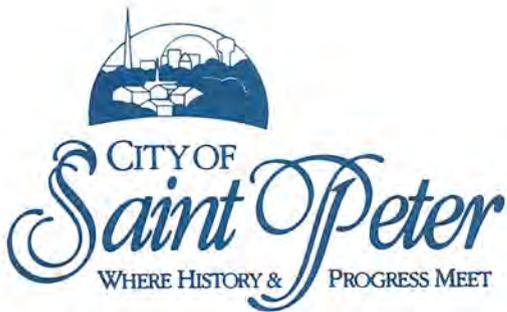
Unclaimed bicycles are for the most part not usable. Once the bicycles are declared surplus they are turned over to Key City Bikes. Key City Bikes rebuilds bikes and then donates them to various charitable organizations for distribution to children.

<u>Description</u>	<u>Property card #</u>
Blue BMX	PC 15476
Freespirit Cannon wht/pink 10 speed	PC 15478
Diamondback Black BMX	PC 15485
Huffy Overband blue Mountain	PC 15502
Quasar Raptor pink Mountain	PC 15501
Freespirit Upland Phase 2 geometry blue	PC 15527
Next Power Climber ZX Suspension	PC 15487
Trek 7.2 FX brown Mountain	PC 15537
Barrington red Mountain	PC 15497
Haro Nyquist black BMX	PC 15533
Pacific 5000 silver Mountain	PC 15617
Magna Double Divide black 15 speed	PC 15617
Roadmaster Sport SX blk/silv Mountain	PC 15617

Please include the declaration of surplus property for these bicycles on the consent agenda for the May 27, 2014 regular meeting.

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

MP



## Memorandum

**TO:** Todd Prafke  
City Administrator

**DATE:** 5/21/2014

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

**RE:** Declaration of Surplus Property

### **ACTION/RECOMMENDATION**

Declare the attached list as surplus property and authorize public sale of the property as authorized in the City Code.

### **BACKGROUND**

The Recreation and Leisure Services Department which also includes the Third Floor Youth Center, Public Access, Senior Center, Library, and Community Center, has a number of items that are no longer in use. In some cases, items have been replaced due to wear and tear or are no longer needed as part of our operation. Staff recommends declaring the supplies/equipment as surplus property to be disposed of as authorized in the City Code.

### **FISCAL IMPACT:**

Proceeds of the sale of surplus property will be deposited into the General Fund and proceeds from the sale of youth center items deposited in the Youth Center Fund.

### **ALTERNATIVES AND VARIATIONS:**

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

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

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

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

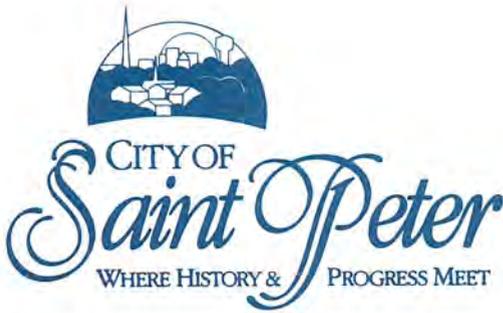
JT

## **Surplus items Recreation Department - May 2014**

1 Panasonic VCR  
2 round wooden tables  
1 Phillips TV  
Sony Mavica MVC-CK500 Digital Camera  
Large Aquarium  
Library table with no legs  
Piano keyboard  
Old security system with cameras  
SPPA – Mackie 1604-VLZPro 16 channel mic/line mixer and box of cords  
Blue/Cream plaid couch and loveseat  
Solo Spike volleyball equipment  
Kiosk  
Bunn coffee maker  
Pizza warmer  
4 drawer file cabinet  
Rakes  
Display boards  
Advance Aqua Clean 15 (carpet cleaner) 2002  
Advance Aquamatic Selectric (carpet cleaning machine) before tornado  
Small microwave  
Paper cutters  
Coffee servers

## **The Third Floor Youth Center**

Puzzles  
Uno sets  
3 puzzle books  
5 decks of cards  
7 pieces of cleverness  
Bingo  
Chess  
Clue  
Cranium  
Cribbage  
Harry Potter trivia  
In A Pickle  
Life  
Lighthouseopoly  
Monopoly  
Oceanopoly  
Pictionary  
Scrabble  
Shuttles  
Sports Challenge  
Visual Brain Storms  
Wacky words  
Where the Wild Things Are Maze game  
DVD player  
2 guitar hero guitars  
Whammy petal (guitar hero)  
PS2  
Broken GameCube  
Extra remotes



## Memorandum

**TO:** Todd Prafke  
City Administrator

**DATE:** May 12, 2014

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

Pete Moulton *Pete*  
Water Utilities Superintendent

**Re:** Seasonal Employee Appointment

### ACTION/RECOMMENDATION

It is recommended the City Council approve Tyrell Galetka as an appointment for the Utilities Division of the Department of Public Works for the 2014 season.

### BACKGROUND

The 2014 Public Works Utilities budgets contain money allocated for hiring seasonal employees. An opening exists due to the fact that a previously appointed employee has accepted another position with higher pay. The selected individual will take care of mowing and trimming around city facilities, maintenance at the ponds, stormwater detention basins, parks and streets; they will also assist full-time employees with daily functions.

### Utilities: (Water/Wastewater/Stormwater)

Tyrell Galetka	\$8.00	June 9
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Please include appointment of this seasonal position on the consent agenda for the May 27, 2014 regular meeting.

### FISCAL IMPACT:

Funding for this seasonal position has been budgeted for in each utility.

### ALTERNATIVES/VARIATIONS:

Approval: Staff will proceed with the hire process for this seasonal employee.

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

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

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
4 THE TEAM, LLC	soccer shirts	GENERAL FUND	RECREATION/LEISURE SER	1,510.00
			TOTAL:	1,510.00
A. H. HERMEL WHOLESAL	vending	COMMUNITY CENTER	COMMUNITY CENTER	400.90
			TOTAL:	400.90
ALL AMERICA PRESSURE WASHER MFG., INC.	fittings	WASTE WATER FUND	COLLECTOR/LIFT STAT	38.00
			TOTAL:	38.00
ALPHA WIRELESS COMMUNICATIONS CO	1/4 wave ant	GENERAL FUND	FIRE	12.76
			TOTAL:	12.76
ARROW ACE HARDWARE INC	light bulbs	GENERAL FUND	CITY ADMINISTRATION	45.84
	city admin speech supplies	GENERAL FUND	CITY ADMINISTRATION	9.48
	light bulbs	GENERAL FUND	CITY CLERK	45.84
	light bulbs	GENERAL FUND	FINANCE	30.56
	light bulbs	GENERAL FUND	POLICE	24.45
	mop,dstr,clnr,battries,bul	GENERAL FUND	FIRE	132.86
	light bulbs	GENERAL FUND	BUILDING INSPECTOR	12.22
	battery	GENERAL FUND	BUILDING INSPECTOR	5.99
	light bulbs	GENERAL FUND	PUBLIC WORKS ADMIN	6.11
	pw breakroom paint	GENERAL FUND	STREETS	15.94
	paint matr,glue,duster,bro	GENERAL FUND	STREETS	16.26
	cord,seed,glue	GENERAL FUND	STREETS	70.22
	pw breakroom paint	GENERAL FUND	PARKS	15.94
	filtrs,blades,hose,bits,pa	GENERAL FUND	PARKS	433.70
	extn cord,adhesive	GENERAL FUND	PARKS	18.47
	paint matr,glue,duster,bro	GENERAL FUND	PARKS	16.26
	light bulbs	GENERAL FUND	ECONOMIC DEVMT	3.06
	cleaning supplies	LIBRARY FUND	LIBRARY	9.48
	cleaner,batteries	LIBRARY FUND	LIBRARY	29.47
	cleaning supplies	COMMUNITY CENTER	COMMUNITY CENTER	9.48
	epoxy	COMMUNITY CENTER	COMMUNITY CENTER	6.99
	ball,nipple,adapter	WATER	SOURCE OF SUPPLY	28.47
	wd40,plbg supp,cuttr,pnt s	WATER	PURIFICATION AND TREAT	147.68
	pw breakroom paint	WATER	DISTRIBUTION AND STORA	7.97
	paint matr,glue,duster,bro	WATER	DISTRIBUTION AND STORA	8.13
	nipples	WATER	DISTRIBUTION AND STORA	18.97
	light bulbs	WATER	ADMIN AND GENERAL	27.50
	pw breakroom paint	WASTE WATER FUND	SOURCE/TREATMENT	7.97
	paint matr,glue,duster,bro	WASTE WATER FUND	SOURCE/TREATMENT	8.13
	plumbing	WASTE WATER FUND	SOURCE/TREATMENT	1.16
	light bulbs	WASTE WATER FUND	ADMIN AND GENERAL	27.52
	pw breakroom paint	ENVIRON SERVICES F	REFUSE DISPOSAL	7.97
	paint matr,glue,duster,bro	ENVIRON SERVICES F	REFUSE DISPOSAL	8.13
	spike,bolts,paint	ENVIRON SERVICES F	REFUSE DISPOSAL	24.00
	dwntwn plants paint, miner	ENVIRON SERVICES F	REFUSE DISPOSAL	20.98
	totes,cover&hex key	ELECTRIC FUND	POWER DISTRIBUTION	33.96
	pw breakroom paint	ELECTRIC FUND	POWER DISTRIBUTION	15.94
	paint matr,glue,duster,bro	ELECTRIC FUND	POWER DISTRIBUTION	16.26
	light bulbs	ELECTRIC FUND	ADMIN AND GENERAL	82.51
	pw breakroom paint	STORMWATER FUND	TREATMENT	7.99
	paint matr,glue,duster,bro	STORMWATER FUND	TREATMENT	8.11
			TOTAL:	1,467.97
BATTERIES PLUS	fire alarm battery	ELECTRIC FUND	POWER PRODUCTION	43.98

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
			TOTAL:	43.98
BOLTON & MENK INC	staff mtgs3/14/14	GENERAL FUND	STREETS	97.50
	hwy 22 turnback	GENERAL FUND	STREETS	260.00
	staff mtgs	GENERAL FUND	STREETS	120.00
	msa	GENERAL FUND	STREETS	150.00
	std det,th99 bridge rehab	GENERAL FUND	STREETS	357.50
	staff mtgs3/14/14	GENERAL FUND	PARKS	78.00
	ramsey ball pk	GENERAL FUND	PARKS	2,236.00
	staff mtgs	GENERAL FUND	PARKS	96.00
	nic co swdc drainage mtg	GENERAL FUND	PARKS	375.00
	ramsey ball park	GENERAL FUND	PARKS	1,416.50
	vacated alley union/old mn	GENERAL FUND	ECONOMIC DEVMT	130.00
	welco west replat hendrick	GENERAL FUND	ECONOMIC DEVMT	130.00
	wash ave link	PERM IMPROVMENT RE	STREETS	12,723.00
	n end 169 options3/14	PERM IMPROVMENT RE	STREETS	1,625.00
	2014old mn/st julien	PERM IMPROVMENT RE	STREETS	49,988.00
	wash ave link4/11/14	PERM IMPROVMENT RE	STREETS	25,164.00
	n end th169 options4/11/14	PERM IMPROVMENT RE	STREETS	3,110.00
	2014old mn/st julien4/11/1	PERM IMPROVMENT RE	STREETS	33,162.50
	2012 n 3rd imp 4/14	WATER	CAPITAL-WATER DISTRIBU	1,326.00
	2012 n 3rd imp 4/11/14	WATER	CAPITAL-WATER DISTRIBU	331.50
	maps-water	WATER	DISTRIBUTION AND STORA	1,503.67
	ada comp,maps,std detail	WATER	DISTRIBUTION AND STORA	1,041.84
	staff mtgs3/14/14	WATER	ADMIN AND GENERAL	39.00
	staff mtgs	WATER	ADMIN AND GENERAL	48.00
	2012 n 3rd imp 4/14	WASTE WATER FUND	CAPITAL-COLLECTOR SYST	1,326.00
	2013n intrcptr imp ph 2	WASTE WATER FUND	CAPITAL-COLLECTOR SYST	8,454.00
	2012 n 3rd imp 4/11/14	WASTE WATER FUND	CAPITAL-COLLECTOR SYST	331.50
	maps-sanitary	WASTE WATER FUND	COLLECTOR/LIFT STAT	1,412.67
	ada comp,maps,std detail	WASTE WATER FUND	COLLECTOR/LIFT STAT	711.83
	staff mtgs3/14/14	WASTE WATER FUND	ADMIN AND GENERAL	39.00
	staff mtgs	WASTE WATER FUND	ADMIN AND GENERAL	48.00
	staff mtgs3/14/14	ENVIRON SERVICES F	ADMIN AND GENERAL	39.00
	staff mtgs	ENVIRON SERVICES F	ADMIN AND GENERAL	48.00
	staff mtgs3/14/14	ELECTRIC FUND	ADMIN AND GENERAL	97.50
	staff mtgs	ELECTRIC FUND	ADMIN AND GENERAL	120.00
	2012 n 3rd imp 4/14	STORMWATER FUND	CAPITAL-COLL SYS/LIFT	1,326.00
	2012 brn st deten basin3/1	STORMWATER FUND	CAPITAL-COLL SYS/LIFT	264.50
	2012 n 3rd imp 4/11/14	STORMWATER FUND	CAPITAL-COLL SYS/LIFT	331.50
	2012 brn deten basin4/11/1	STORMWATER FUND	CAPITAL-COLL SYS/LIFT	2,466.50
	storm maps	STORMWATER FUND	COLLECTIONS/LIFT STATI	1,971.66
	ada comp,maps,std detail	STORMWATER FUND	COLLECTIONS/LIFT STATI	711.83
			TOTAL:	155,208.50
BORDER STATES ELECTRIC SUPPLY	463/466/688 2" elbow,cplg,	ELECTRIC FUND	NON-DEPARTMENTAL	543.44
			TOTAL:	543.44
BRANDT LAW OFFICE	civil	GENERAL FUND	LEGAL SERVICES	2,706.50
	criminal	GENERAL FUND	LEGAL SERVICES	9,531.50
	jari	TORNADO DISASTER R	ECONOMIC DEVMT	72.50
	tanis bros.	TORNADO DISASTER R	ECONOMIC DEVMT	145.00
	roundabout	PERM IMPROVMENT RE	STREETS	1,616.75
	parkland lease	PARK LAND DEDICATI	PARKS	116.00
	green valley	WATER	ADMIN AND GENERAL	696.00
	dahlgren	STORMWATER FUND	ADMINISTRATION AND GEN	116.00

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
			TOTAL:	15,000.25
BRANDT LAW OFFICE TRUST	purchase skrove property	PERM IMPROVMENT RE	STREETS	687.60
			TOTAL:	687.60
BRYAN ROCK PRODUCTS INC	ramsey ball diamnd aggrega	GENERAL FUND	PARKS	894.30
			TOTAL:	894.30
CARQUEST AUTO PARTS STORES	#312filter	GENERAL FUND	POLICE	29.87
	lubricant	GENERAL FUND	STREETS	1.94
	linnks	GENERAL FUND	STREETS	1.28
	refrigerant,antenna,socket	GENERAL FUND	STREETS	36.93
	#609antenna	GENERAL FUND	STREETS	14.64
	lubricant	GENERAL FUND	PARKS	1.94
	linnks	GENERAL FUND	PARKS	1.28
	refrigerant,antenna,socket	GENERAL FUND	PARKS	36.93
	connector	GENERAL FUND	PARKS	3.76
	exh hanger#407,door handle	GENERAL FUND	PARKS	19.66
	lubricant	WATER	PURIFICATION AND TREAT	6.58
	lubricant	WATER	DISTRIBUTION AND STORA	0.97
	linnks	WATER	DISTRIBUTION AND STORA	0.64
	refrigerant,antenna,socket	WATER	DISTRIBUTION AND STORA	18.47
	#106wiper switch	WATER	DISTRIBUTION AND STORA	88.90
	lubricant	WASTE WATER FUND	SOURCE/TREATMENT	0.97
	oil	WASTE WATER FUND	SOURCE/TREATMENT	131.93
	linnks	WASTE WATER FUND	SOURCE/TREATMENT	0.64
	refrigerant,antenna,socket	WASTE WATER FUND	SOURCE/TREATMENT	18.47
	lubricant	ENVIRON SERVICES	F REFUSE DISPOSAL	0.97
	linnks	ENVIRON SERVICES	F REFUSE DISPOSAL	0.64
	refrigerant,antenna,socket	ENVIRON SERVICES	F REFUSE DISPOSAL	18.47
	ethanol trtmnt,grease gun	ENVIRON SERVICES	F REFUSE DISPOSAL	52.47
	lubricant	ELECTRIC FUND	POWER DISTRIBUTION	1.94
	linnks	ELECTRIC FUND	POWER DISTRIBUTION	1.28
	refrigerant,antenna,socket	ELECTRIC FUND	POWER DISTRIBUTION	36.93
	heater tube,alt,gskt,belt#	ELECTRIC FUND	POWER DISTRIBUTION	241.45
	lubricant	STORMWATER FUND	TREATMENT	0.95
	linnks	STORMWATER FUND	TREATMENT	0.63
	refrigerant,antenna,socket	STORMWATER FUND	TREATMENT	18.45
	motor oil	TRANSIT	TRANSIT/TRANSPORTATION	81.48
	#12fan,switch	TRANSIT	TRANSIT/TRANSPORTATION	185.39
	#9back up beeper	TRANSIT	TRANSIT/TRANSPORTATION	38.71
			TOTAL:	1,095.56
CENTERPOINT ENERGY MINNEGASCO	gas apr '14	GENERAL FUND	FIRE	536.15
	gas apr '14	GENERAL FUND	STREETS	450.89
	gas apr '14	GENERAL FUND	SWIMMING POOL	45.10
	gas apr '14	GENERAL FUND	PARKS	360.71
	gas apr '14	LIBRARY FUND	LIBRARY	1,217.73
	gas apr '14	COMMUNITY CENTER	COMMUNITY CENTER	3,136.50
	gas apr '14	WATER	PURIFICATION AND TREAT	1,668.97
	gas apr '14	WATER	PURIFICATION AND TREAT	209.77
	gas apr '14	WATER	ADMIN AND GENERAL	180.36
	gas apr '14	WASTE WATER FUND	COLLECTOR/LIFT STAT	12.59
	gas apr '14	WASTE WATER FUND	SOURCE/TREATMENT	8,381.15
	gas apr '14	WASTE WATER FUND	ADMIN AND GENERAL	180.36
	gas apr '14	ENVIRON SERVICES	F ADMIN AND GENERAL	180.35

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	gas apr '14	ELECTRIC FUND	ADMIN AND GENERAL	450.89
			TOTAL:	17,011.52
CINTAS CORPORATION #754	apr uniforms	ELECTRIC FUND	ADMIN AND GENERAL	499.80
			TOTAL:	499.80
CINTAS FIRST AID & SAFETY	first aid suppl	GENERAL FUND	STREETS	0.73
	first aid cabinet	GENERAL FUND	RECREATION/LEISURE SER	48.43
	first aid suppl	GENERAL FUND	PARKS	0.59
	first aid suppl	WATER	ADMIN AND GENERAL	0.29
	first aid suppl	WASTE WATER FUND	ADMIN AND GENERAL	0.29
	first aid suppl	ENVIRON SERVICES F	ADMIN AND GENERAL	0.30
	first aid suppl	ELECTRIC FUND	ADMIN AND GENERAL	0.73
			TOTAL:	51.36
COLE PAPERS INC	coveralls	GENERAL FUND	STREETS	32.95
	tissue,wipr,wipes	GENERAL FUND	STREETS	51.03
	towels,wipr,cleaner	GENERAL FUND	STREETS	45.64
	degreaser,wipes	GENERAL FUND	STREETS	37.33
	coveralls	GENERAL FUND	PARKS	32.95
	tissue,wipr,wipes	GENERAL FUND	PARKS	51.03
	towels,wipr,cleaner	GENERAL FUND	PARKS	45.64
	degreaser,wipes	GENERAL FUND	PARKS	37.33
	cleaning supplies	COMMUNITY CENTER	COMMUNITY CENTER	938.58
	coveralls	WATER	DISTRIBUTION AND STORA	16.47
	tissue,wipr,wipes	WATER	DISTRIBUTION AND STORA	25.52
	towels,wipr,cleaner	WATER	DISTRIBUTION AND STORA	22.82
	degreaser,wipes	WATER	DISTRIBUTION AND STORA	18.66
	coveralls	WASTE WATER FUND	SOURCE/TREATMENT	16.47
	tissue,wipr,wipes	WASTE WATER FUND	SOURCE/TREATMENT	25.52
	towels,wipr,cleaner	WASTE WATER FUND	SOURCE/TREATMENT	22.82
	degreaser,wipes	WASTE WATER FUND	SOURCE/TREATMENT	18.66
	coveralls	ENVIRON SERVICES F	REFUSE DISPOSAL	16.47
	tissue,wipr,wipes	ENVIRON SERVICES F	REFUSE DISPOSAL	25.52
	towels,wipr,cleaner	ENVIRON SERVICES F	REFUSE DISPOSAL	22.82
	degreaser,wipes	ENVIRON SERVICES F	REFUSE DISPOSAL	18.66
	coveralls	ELECTRIC FUND	POWER DISTRIBUTION	32.95
	tissue,wipr,wipes	ELECTRIC FUND	POWER DISTRIBUTION	51.03
	towels,wipr,cleaner	ELECTRIC FUND	POWER DISTRIBUTION	45.64
	degreaser,wipes	ELECTRIC FUND	POWER DISTRIBUTION	37.33
	coveralls	STORMWATER FUND	TREATMENT	16.47
	tissue,wipr,wipes	STORMWATER FUND	TREATMENT	25.50
	towels,wipr,cleaner	STORMWATER FUND	TREATMENT	22.83
	degreaser,wipes	STORMWATER FUND	TREATMENT	18.66
			TOTAL:	1,773.30
COURT SPORTS AND MORE	dave g clothing	GENERAL FUND	PUBLIC WORKS ADMIN	140.00
	jake p clothing	GENERAL FUND	STREETS	191.00
	matt u clothing	GENERAL FUND	STREETS	84.00
	josh k clothing	GENERAL FUND	STREETS	72.00
	mike m clothing	GENERAL FUND	STREETS	72.00
	clothing wayne p	COMMUNITY CENTER	COMMUNITY CENTER	96.00
	terry k clothing	WATER	ADMIN AND GENERAL	260.00
	chris v clothing	WATER	ADMIN AND GENERAL	98.00
	curtis t clothing	WATER	ADMIN AND GENERAL	147.00
	scot p clothing	WASTE WATER FUND	ADMIN AND GENERAL	330.00

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	jen t clothing	WASTE WATER FUND	ADMIN AND GENERAL	146.00
	amy k clothing	STORMWATER FUND	ADMINISTRATION AND GEN	70.00
			TOTAL:	1,706.00
CREATIVE AD SOLUTIONS	engraving	GENERAL FUND	POLICE	10.00
			TOTAL:	10.00
DAVE'S ELECTRONIC SERVICE	antenna &access installati	GENERAL FUND	FIRE	408.00
	#214&607antennas&power	GENERAL FUND	STREETS	297.15
			TOTAL:	705.15
DIAMOND VOGEL PAINTS	field marking paint	GENERAL FUND	PARKS	162.00
			TOTAL:	162.00
DRANTTEL SALES & SERVICE	oil	ENVIRON SERVICES F	REFUSE DISPOSAL	35.85
			TOTAL:	35.85
EARL F ANDERSEN INC	signs and accessories	GENERAL FUND	STREETS	216.96
	portable sign legs	GENERAL FUND	STREETS	3.88
	signs and accessories	GENERAL FUND	PARKS	216.96
	portable sign legs	GENERAL FUND	PARKS	3.88
	signs and accessories	WATER	DISTRIBUTION AND STORA	108.48
	portable sign legs	WATER	DISTRIBUTION AND STORA	1.94
	signs and accessories	WASTE WATER FUND	SOURCE/TREATMENT	108.48
	portable sign legs	WASTE WATER FUND	SOURCE/TREATMENT	1.94
	signs and accessories	ENVIRON SERVICES F	REFUSE DISPOSAL	108.48
	portable sign legs	ENVIRON SERVICES F	REFUSE DISPOSAL	1.94
	signs and accessories	ELECTRIC FUND	POWER DISTRIBUTION	216.96
	portable sign legs	ELECTRIC FUND	POWER DISTRIBUTION	3.88
	signs and accessories	STORMWATER FUND	TREATMENT	108.47
	portable sign legs	STORMWATER FUND	TREATMENT	1.92
			TOTAL:	1,104.17
ED'S PLUMBING	gorman solenoid stuck r&r	GENERAL FUND	PARKS	158.68
			TOTAL:	158.68
EMERGENCY RESPONSE SOLUTIONS	extrication gloves	GENERAL FUND	FIRE	169.37
	fire helmets	GENERAL FUND	FIRE	406.14
			TOTAL:	575.51
EMERGENT NETWORKS	new hard drv,maintain watc	ELECTRIC FUND	POWER DISTRIBUTION	431.25
			TOTAL:	431.25
ENVENTIS	phone svc 4/8-5/7/14	GENERAL FUND	CITY ADMINISTRATION	69.42
	phone svc 4/8-5/7/14	GENERAL FUND	CITY CLERK	13.73
	phone svc 4/8-5/7/14	GENERAL FUND	FINANCE	108.07
	phone svc 4/8-5/7/14	GENERAL FUND	MUNICIPAL BUILDING	6.42
	phone svc 4/8-5/7/14	GENERAL FUND	POLICE	340.53
	phone svc 4/8-5/7/14	GENERAL FUND	FIRE	150.48
	phone svc 4/8-5/7/14	GENERAL FUND	BUILDING INSPECTOR	40.29
	phone svc 4/8-5/7/14	GENERAL FUND	PUBLIC WORKS ADMIN	82.95
	phone svc 4/8-5/7/14	GENERAL FUND	STREETS	46.70
	phone svc 4/8-5/7/14	GENERAL FUND	SENIOR COORDINATOR	5.58
	phone svc 4/8-5/7/14	GENERAL FUND	RECREATION/LEISURE SER	123.24
	phone svc 4/8-5/7/14	GENERAL FUND	SWIMMING POOL	31.32
	phone svc 4/8-5/7/14	GENERAL FUND	PARKS	90.12

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	phone svc 4/8-5/7/14	GENERAL FUND	ECONOMIC DEVMT	26.56
	phone svc 4/8-5/7/14	LIBRARY FUND	LIBRARY	81.88
	phone svc 4/8-5/7/14	PUBLIC ACCESS	PUBLIC ACCESS	13.73
	phone svc 4/8-5/7/14	COMMUNITY CENTER	COMMUNITY CENTER	47.98
	phone svc 4/8-5/7/14	WATER	ADMIN AND GENERAL	171.93
	phone svc 4/8-5/7/14	WASTE WATER FUND	ADMIN AND GENERAL	191.28
	phone svc 4/8-5/7/14	ENVIRON SERVICES F	ADMIN AND GENERAL	29.67
	phone svc 4/8-5/7/14	ELECTRIC FUND	ADMIN AND GENERAL	137.63
	phone svc 4/8-5/7/14	TRANSIT	TRANSIT/TRANSPORTATION	48.60
			TOTAL:	1,858.11
ERICKSON OIL PRODUCTS INC	april fuel	GENERAL FUND	POLICE	167.21
	april fuel	WATER	SOURCE OF SUPPLY	23.05
	april fuel	WATER	PURIFICATION AND TREAT	34.57
	april fuel	WATER	DISTRIBUTION AND STORA	172.84
	april fuel	WASTE WATER FUND	COLLECTOR/LIFT STAT	170.98
	april fuel	STORMWATER FUND	TREATMENT	129.30
			TOTAL:	697.95
ESS BROTHERS & SONS, INC.	catch basin castings n was	STORMWATER FUND	CAPITAL-COLL SYS/LIFT	1,333.50
			TOTAL:	1,333.50
FAMILY FRESH MARKET	sr dance supplies	GENERAL FUND	SENIOR COORDINATOR	37.42
	how-to festival supplies	LIBRARY FUND	LIBRARY	67.62
	tennis after school	RESTRICTED CONTRIB	RECREATION/LEISURE SER	11.38
	youth center	YOUTH CENTER GRANT	YOUTH CENTER	30.89
			TOTAL:	147.31
FASTENAL COMPANY	wipes	GENERAL FUND	FIRE	11.22
	cable ties & plier	GENERAL FUND	PARKS	23.08
			TOTAL:	34.30
FIRST SECURITY BANK - SLEEPY EYE	2009a spcc refunding bond	COMMUNITY CENTER B	DEBT SERVICE PAYMENTS	34,526.25
			TOTAL:	34,526.25
GALLS INC	uniform allowance	GENERAL FUND	POLICE	406.90
			TOTAL:	406.90
GOPHER STATE ONE-CALL INC	locates for apr '14	WATER	DISTRIBUTION AND STORA	108.50
	locates for apr '14	WASTE WATER FUND	COLLECTOR/LIFT STAT	108.50
	locates for apr '14	ELECTRIC FUND	POWER DISTRIBUTION	108.50
			TOTAL:	325.50
GRAYBAR ELECTRIC COMPANY INC	4"elbows,couplings	ELECTRIC FUND	NON-DEPARTMENTAL	768.63
			TOTAL:	768.63
GUSTAVUS ADOLPHUS COLLEGE P.O.	april postage	GENERAL FUND	CITY ADMINISTRATION	10.60
	april postage	GENERAL FUND	CITY CLERK	48.31
	april postage	GENERAL FUND	FINANCE	74.73
	april postage	GENERAL FUND	POLICE	35.83
	april postage	GENERAL FUND	FIRE	1.59
	april postage	GENERAL FUND	BUILDING INSPECTOR	20.85
	april postage	GENERAL FUND	PUBLIC WORKS ADMIN	100.32
	april postage	GENERAL FUND	RECREATION/LEISURE SER	127.38
	april postage	GENERAL FUND	SWIMMING POOL	4.24
	april postage	GENERAL FUND	PARKS	0.53

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	april postage	GENERAL FUND	ECONOMIC DEVMT	8.70
	april postage	LIBRARY FUND	LIBRARY	41.02
	april postage	PUBLIC ACCESS	PUBLIC ACCESS	1.06
	april postage	COMMUNITY CENTER	COMMUNITY CENTER	3.18
	april postage	WATER	CUSTOMER ACCOUNTS	84.24
	april postage	WASTE WATER FUND	CUSTOMER ACCOUNTS	84.25
	april postage	ENVIRON SERVICES F	CUSTOMER ACCOUNTS	84.25
	april postage	ELECTRIC FUND	CUSTOMER ACCOUNTS	84.25
	april postage	TRANSIT	TRANSIT/TRANSPORTATION	3.71
			TOTAL:	819.04
HACH COMPANY	lab reagents	WASTE WATER FUND	SOURCE/TREATMENT	775.76
			TOTAL:	775.76
HANCOCK CONCRETE PRODUCTS, INC.	mh adj rings	WATER	DISTRIBUTION AND STORA	113.33
	mh adj rings	WASTE WATER FUND	COLLECTOR/LIFT STAT	113.33
	mh adj rings	STORMWATER FUND	COLLECTIONS/LIFT STATI	113.34
			TOTAL:	340.00
HILLYARD/HUTCHINSON	vacuum parts	GENERAL FUND	CITY ADMINISTRATION	25.34
	cable	GENERAL FUND	CITY ADMINISTRATION	8.47
	handle grip	GENERAL FUND	CITY ADMINISTRATION	7.92
	vacuum parts	GENERAL FUND	CITY CLERK	25.34
	cable	GENERAL FUND	CITY CLERK	8.47
	handle grip	GENERAL FUND	CITY CLERK	7.92
	vacuum parts	GENERAL FUND	FINANCE	16.89
	cable	GENERAL FUND	FINANCE	5.65
	handle grip	GENERAL FUND	FINANCE	5.28
	vacuum parts	GENERAL FUND	POLICE	13.52
	cable	GENERAL FUND	POLICE	4.52
	handle grip	GENERAL FUND	POLICE	4.22
	vacuum parts	GENERAL FUND	BUILDING INSPECTOR	6.76
	cable	GENERAL FUND	BUILDING INSPECTOR	2.26
	handle grip	GENERAL FUND	BUILDING INSPECTOR	2.11
	vacuum parts	GENERAL FUND	PUBLIC WORKS ADMIN	3.38
	cable	GENERAL FUND	PUBLIC WORKS ADMIN	1.13
	handle grip	GENERAL FUND	PUBLIC WORKS ADMIN	1.06
	vacuum bags & filters	GENERAL FUND	STREETS	25.47
	vacuum bags & filters	GENERAL FUND	PARKS	25.47
	vacuum parts	GENERAL FUND	ECONOMIC DEVMT	1.69
	cable	GENERAL FUND	ECONOMIC DEVMT	0.56
	handle grip	GENERAL FUND	ECONOMIC DEVMT	0.53
	vacuum bags & filters	WATER	DISTRIBUTION AND STORA	12.74
	vacuum parts	WATER	ADMIN AND GENERAL	15.20
	cable	WATER	ADMIN AND GENERAL	5.08
	handle grip	WATER	ADMIN AND GENERAL	4.75
	vacuum bags & filters	WASTE WATER FUND	SOURCE/TREATMENT	12.74
	vacuum parts	WASTE WATER FUND	ADMIN AND GENERAL	15.21
	cable	WASTE WATER FUND	ADMIN AND GENERAL	5.08
	handle grip	WASTE WATER FUND	ADMIN AND GENERAL	4.75
	vacuum bags & filters	ENVIRON SERVICES F	REFUSE DISPOSAL	12.74
	vacuum bags & filters	ELECTRIC FUND	POWER DISTRIBUTION	25.47
	vacuum parts	ELECTRIC FUND	ADMIN AND GENERAL	45.61
	cable	ELECTRIC FUND	ADMIN AND GENERAL	15.24
	handle grip	ELECTRIC FUND	ADMIN AND GENERAL	14.26
	vacuum bags & filters	STORMWATER FUND	TREATMENT	12.72

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
			TOTAL:	405.55
HORIZON COMMERCIAL POOL SUPPLY	dolphin wadng pool clnr va	GENERAL FUND	SWIMMING POOL	2,241.95
			TOTAL:	2,241.95
IMPACT	april bills printing	WATER	CUSTOMER ACCOUNTS	157.08
	april bills postage	WATER	CUSTOMER ACCOUNTS	362.29
	april bills printing	WASTE WATER FUND	CUSTOMER ACCOUNTS	157.08
	april bills postage	WASTE WATER FUND	CUSTOMER ACCOUNTS	362.29
	april bills printing	ENVIRON SERVICES F	CUSTOMER ACCOUNTS	157.08
	april bills postage	ENVIRON SERVICES F	CUSTOMER ACCOUNTS	362.29
	april bills printing	ELECTRIC FUND	CUSTOMER ACCOUNTS	157.06
	april bills postage	ELECTRIC FUND	CUSTOMER ACCOUNTS	362.29
	april bills flyer	ELECTRIC FUND	CUSTOMER ACCOUNTS	407.75
			TOTAL:	2,485.21
KENDELL DOORS & HARDWARE, INC.	door handles	GENERAL FUND	STREETS	113.26
	door handles	GENERAL FUND	PARKS	90.61
	door handles	WATER	ADMIN AND GENERAL	45.31
	door handles	WASTE WATER FUND	ADMIN AND GENERAL	45.31
	door handles	ENVIRON SERVICES F	ADMIN AND GENERAL	45.30
	door handles	ELECTRIC FUND	ADMIN AND GENERAL	113.26
			TOTAL:	453.05
KIND VETERINARY CLINIC PA	apr vet svcs	GENERAL FUND	COMMUNITY SERVICE	368.00
	apr paws vet svcs	RESTRICTED CONTRIB	COMMUNITY SERVICE	590.30
			TOTAL:	958.30
JOE KOBEROSKI	moved trees hwy 169to ball	ENVIRON SERVICES F	REFUSE DISPOSAL	450.00
			TOTAL:	450.00
KWIK TRIP INC	apr fuel	GENERAL FUND	POLICE	2,453.81
	april fuel	GENERAL FUND	STREETS	102.47
	april fuel	GENERAL FUND	PARKS	425.27
	april fuel	WATER	ADMIN AND GENERAL	28.09
	april fuel	WASTE WATER FUND	ADMIN AND GENERAL	28.09
	april fuel	TRANSIT	TRANSIT/TRANSPORTATION	3,247.50
			TOTAL:	6,285.23
LEXIS NEXIS	apr'14 subscription	GENERAL FUND	POLICE	100.00
			TOTAL:	100.00
JAY LINK	uniform allowance	GENERAL FUND	POLICE	9.99
	driving school meal	GENERAL FUND	POLICE	16.44
			TOTAL:	26.43
LJP ENTERPRISES INC	mar waste svc	COMMUNITY CENTER	COMMUNITY CENTER	444.46
	mar waste svc	WATER	PURIFICATION AND TREAT	99.43
	mar waste svc	WASTE WATER FUND	SOURCE/TREATMENT	218.29
	mar waste svc	ENVIRON SERVICES F	REFUSE DISPOSAL	718.44
			TOTAL:	1,480.62
LOCATORS & SUPPLIES, INC.	summer gloves&extra vests	GENERAL FUND	STREETS	74.48
	summer gloves&extra vests	GENERAL FUND	STREETS	22.00
	summer gloves&extra vests	GENERAL FUND	PARKS	74.48
	summer gloves&extra vests	GENERAL FUND	PARKS	17.60

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	summer gloves&extra vests	WATER	DISTRIBUTION AND STORA	37.24
	summer gloves&extra vests	WATER	ADMIN AND GENERAL	8.80
	summer gloves&extra vests	WASTE WATER FUND	SOURCE/TREATMENT	37.24
	summer gloves&extra vests	WASTE WATER FUND	ADMIN AND GENERAL	8.80
	summer gloves&extra vests	ENVIRON SERVICES F	REFUSE DISPOSAL	37.24
	summer gloves&extra vests	ENVIRON SERVICES F	ADMIN AND GENERAL	8.80
	summer gloves&extra vests	ELECTRIC FUND	POWER DISTRIBUTION	74.48
	summer gloves&extra vests	ELECTRIC FUND	ADMIN AND GENERAL	22.00
	summer gloves&extra vests	STORMWATER FUND	TREATMENT	37.22
			TOTAL:	460.38
LOFFLER	phone&vm system upgrades	GENERAL FUND	CITY ADMINISTRATION	30.65
	phone&vm system upgrades	GENERAL FUND	CITY CLERK	30.65
	phone&vm system upgrades	GENERAL FUND	FINANCE	20.44
	phone&vm system upgrades	GENERAL FUND	POLICE	16.35
	phone&vm system upgrades	GENERAL FUND	BUILDING INSPECTOR	8.17
	phone&vm system upgrades	GENERAL FUND	RECREATION/LEISURE SER	4.09
	phone&vm system upgrades	GENERAL FUND	ECONOMIC DEVMT	2.05
	phone&vm system upgrades	LIBRARY FUND	LIBRARY	27.34
	phone&vm system upgrades	PUBLIC ACCESS	PUBLIC ACCESS	4.86
	phone&vm system upgrades	COMMUNITY CENTER	COMMUNITY CENTER	33.41
	phone&vm system upgrades	WATER	ADMIN AND GENERAL	28.40
	phone&vm system upgrades	WASTE WATER FUND	ADMIN AND GENERAL	32.81
	phone&vm system upgrades	ENVIRON SERVICES F	ADMIN AND GENERAL	4.50
	phone&vm system upgrades	ELECTRIC FUND	ADMIN AND GENERAL	40.56
	phone&vm system upgrades	STORMWATER FUND	ADMINISTRATION AND GEN	14.97
	phone&vm system upgrades	TRANSIT	TRANSIT/TRANSPORTATION	4.50
			TOTAL:	303.75
MACQUEEN EQUIPMENT INC	inner,outer&runner nozzles	GENERAL FUND	STREETS	103.48
			TOTAL:	103.48
MADDEN, GALANTER, HANSEN, LLP	professional svcs	GENERAL FUND	CITY ADMINISTRATION	36.54
			TOTAL:	36.54
MENARDS	31x64crdlss vinyl,weed kil	GENERAL FUND	FIRE	30.09
	round nail stakes	GENERAL FUND	STREETS	14.16
	round nail stakes	GENERAL FUND	PARKS	14.16
	round nail stakes	WATER	DISTRIBUTION AND STORA	7.08
	round nail stakes	WASTE WATER FUND	SOURCE/TREATMENT	7.08
	round nail stakes	ENVIRON SERVICES F	REFUSE DISPOSAL	7.08
	round nail stakes	ELECTRIC FUND	POWER DISTRIBUTION	14.16
	round nail stakes	STORMWATER FUND	TREATMENT	7.08
			TOTAL:	100.89
METERING & TECHNOLOGY SOLUTIONS	meter,flange set	WATER	NON-DEPARTMENTAL	562.16
			TOTAL:	562.16
METRO JANITORIAL SUPPLY INC.	cleaning supplies	COMMUNITY CENTER	COMMUNITY CENTER	413.89
			TOTAL:	413.89
MISC VENDOR	COUNTRY FLORAL	funeral flowers	TRANSIT	65.00
	FREEMAN, JEREMY	how to festival artist	LIBRARY FUND	200.00
			TOTAL:	265.00
MN BOARD OF PEACE OFFICER	post license renew paul,al	GENERAL FUND	POLICE	270.00

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
			TOTAL:	270.00
MN DEPT OF HEALTH	2013 4th qtr water connect	WATER	NON-DEPARTMENTAL	4,858.01
			TOTAL:	4,858.01
MN DEPT OF LABOR & INDUSTRY	boiler license	COMMUNITY CENTER	COMMUNITY CENTER	10.00
	annual elevator permit	COMMUNITY CENTER	COMMUNITY CENTER	100.00
			TOTAL:	110.00
MN PIPE & EQUIPMENT	ball valves and horns	WATER	NON-DEPARTMENTAL	7,208.40
			TOTAL:	7,208.40
MN WASTE PROCESSING	apr disposal	ENVIRON SERVICES F	REFUSE DISPOSAL	14,429.13
			TOTAL:	14,429.13
PETE MOULTON	mileage4/28-5/9/14	WATER	ADMIN AND GENERAL	12.88
	mileage4/28-5/9/14	WASTE WATER FUND	ADMIN AND GENERAL	6.72
	mileage4/28-5/9/14	STORMWATER FUND	ADMINISTRATION AND GEN	72.24
			TOTAL:	91.84
MUNICIPAL CODE CORPORATION	16 supplement pages	GENERAL FUND	CITY ADMINISTRATION	165.95
	16 supplement pages	WATER	ADMIN AND GENERAL	41.49
	16 supplement pages	WASTE WATER FUND	ADMIN AND GENERAL	41.49
	16 supplement pages	ENVIRON SERVICES F	ADMIN AND GENERAL	41.49
	16 supplement pages	ELECTRIC FUND	ADMIN AND GENERAL	41.49
			TOTAL:	331.91
NAPA AUTO PARTS OF ST PETER	washer fluid	GENERAL FUND	POLICE	14.34
	filters,antifreeze	GENERAL FUND	POLICE	58.92
	#312plugs,caps,belt,thermo	GENERAL FUND	POLICE	143.09
	filters,spark plg	GENERAL FUND	FIRE	62.81
	cleaners	GENERAL FUND	FIRE	35.94
	parts return	GENERAL FUND	FIRE	38.17
	a/t fluid	GENERAL FUND	BUILDING INSPECTOR	4.59
	adhesive	GENERAL FUND	PARKS	21.29
	#808seal,bearing	GENERAL FUND	PARKS	56.12
	belt	WATER	CUSTOMER ACCOUNTS	8.70
	belt	WASTE WATER FUND	CUSTOMER ACCOUNTS	8.70
	#66pump,hoses	ELECTRIC FUND	POWER DISTRIBUTION	88.98
	belt	ELECTRIC FUND	CUSTOMER ACCOUNTS	8.69
	#11headlamp,#9back up ligh	TRANSIT	TRANSIT/TRANSPORTATION	22.89
	#817,#9filters	TRANSIT	TRANSIT/TRANSPORTATION	21.60
	sensor,atp kit,plugs,brk s	TRANSIT	TRANSIT/TRANSPORTATION	301.32
			TOTAL:	819.81
NELSON PRINTING COMPANY	postage	GENERAL FUND	FIRE	11.56
	name tag holders	GENERAL FUND	FIRE	37.59
	cardstock	GENERAL FUND	BUILDING INSPECTOR	5.62
	cardstock	GENERAL FUND	ECONOMIC DEVMT	5.63
	how to festival posters	LIBRARY FUND	LIBRARY	32.04
	ups	WATER	ADMIN AND GENERAL	14.83
	envelopes	WATER	CUSTOMER ACCOUNTS	122.68
	ups	WASTE WATER FUND	ADMIN AND GENERAL	13.71
	envelopes	WASTE WATER FUND	CUSTOMER ACCOUNTS	122.68
	envelopes	ENVIRON SERVICES F	CUSTOMER ACCOUNTS	122.66
	envelopes	ELECTRIC FUND	CUSTOMER ACCOUNTS	122.68

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
			TOTAL:	611.68
NICOLLET CTY PUBLIC HEALTH	sr ctr prog coord apr	GENERAL FUND	SENIOR COORDINATOR	2,458.00
	may/june newsletters	GENERAL FUND	SENIOR COORDINATOR	174.00
			TOTAL:	2,632.00
NICOLLET COUNTY RECORDER/ABSTRACTER	309 s minn mortgage record	TORNADO DISASTER R	ECONOMIC DEVMT	46.00
	st julien/old mn plat #3	PERM IMPROVMENT RE	STREETS	56.00
			TOTAL:	102.00
NICOLLET COUNTY TREASURER	309 s minn mortgage tax	TORNADO DISASTER R	ECONOMIC DEVMT	135.73
			TOTAL:	135.73
NICOLLET COUNTY BANK	april ach pr	GENERAL FUND	FINANCE	6.47
	2010 equip cert	2010 EQUIPMENT CER	DEBT SERVICE PAYMENTS	30,400.00
	2010 equip cert	2010 EQUIPMENT CER	DEBT SERVICE PAYMENTS	1,991.20
	april ach pr	WATER	ADMIN AND GENERAL	1.62
	april ach utility billing	WATER	CUSTOMER ACCOUNTS	11.75
	april ach pr	WASTE WATER FUND	ADMIN AND GENERAL	1.62
	april ach utility billing	WASTE WATER FUND	CUSTOMER ACCOUNTS	11.75
	april ach pr	ENVIRON SERVICES F	ADMIN AND GENERAL	1.62
	april ach utility billing	ENVIRON SERVICES F	CUSTOMER ACCOUNTS	11.75
	april ach pr	ELECTRIC FUND	ADMIN AND GENERAL	1.62
	april ach utility billing	ELECTRIC FUND	CUSTOMER ACCOUNTS	11.75
			TOTAL:	32,451.15
NIELSEN BLACKTOPPING, LLC	1724 n 5th removal&disposa	PERM IMPROVMENT RE	STREETS	8,000.00
			TOTAL:	8,000.00
NORTH CENTRAL LABORATORIES	lab reagents	WASTE WATER FUND	SOURCE/TREATMENT	184.95
			TOTAL:	184.95
OFFICEMAX	usb wireless adapter	GENERAL FUND	FINANCE	20.00
	usb wireless adapter	GENERAL FUND	PUBLIC WORKS ADMIN	19.99
	speakers	GENERAL FUND	RECREATION/LEISURE SER	25.99
	usb wireless adapter	LIBRARY FUND	LIBRARY	10.00
	replacement ups	WATER	ADMIN AND GENERAL	54.99
			TOTAL:	130.97
FRED POWERS	clothing allowance fred p	WASTE WATER FUND	ADMIN AND GENERAL	74.97
			TOTAL:	74.97
PRO HYDRO TESTING	testing 25 scba cylinders	GENERAL FUND	FIRE	450.00
			TOTAL:	450.00
PROFESSIONAL WATER TECHNOLOGIES	ro membrane cleaner	WATER	PURIFICATION AND TREAT	894.00
	ro membrane cleaner	WATER	PURIFICATION AND TREAT	988.00
			TOTAL:	1,882.00
QUICK MART ST PETER	april fuel	GENERAL FUND	POLICE	370.11
	march fuel	GENERAL FUND	FIRE	138.50
	april fuel	GENERAL FUND	FIRE	99.50
			TOTAL:	608.11
QUILL	ink cartridges	GENERAL FUND	CITY ADMINISTRATION	27.26
	ink cartridges	GENERAL FUND	CITY CLERK	27.26

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	ink cartridges	GENERAL FUND	FINANCE	18.17
	ink cartridges	GENERAL FUND	POLICE	14.54
	ink cartridges	GENERAL FUND	BUILDING INSPECTOR	7.27
	ink cartridges	GENERAL FUND	PUBLIC WORKS ADMIN	3.63
	ink cartridges	GENERAL FUND	ECONOMIC DEVMT	1.82
	ink cartridges	WATER	ADMIN AND GENERAL	16.36
	ink cartridges	WASTE WATER FUND	ADMIN AND GENERAL	16.36
	ink cartridges	ELECTRIC FUND	ADMIN AND GENERAL	49.07
			TOTAL:	181.74
RED WING SHOE STORE	jared safety boots	GENERAL FUND	PARKS	310.23
	mike safety boots	COMMUNITY CENTER	COMMUNITY CENTER	165.74
	brian safety boots	ELECTRIC FUND	ADMIN AND GENERAL	433.48
	jeff safety boots	STORMWATER FUND	ADMINISTRATION AND GEN	157.24
			TOTAL:	1,066.69
RIVER'S EDGE HOSPITAL & CLINIC	drug screens	GENERAL FUND	POLICE	41.50
	drug screens	GENERAL FUND	STREETS	29.00
	drug screens	GENERAL FUND	PARKS	174.00
	drug screens	WATER	ADMIN AND GENERAL	87.00
	vaccine	WATER	ADMIN AND GENERAL	118.80
	drug screens	WASTE WATER FUND	ADMIN AND GENERAL	233.00
	drug screens	ENVIRON SERVICES F	ADMIN AND GENERAL	29.00
	drug screens	ELECTRIC FUND	ADMIN AND GENERAL	29.00
	drug screens	STORMWATER FUND	ADMINISTRATION AND GEN	29.00
			TOTAL:	770.30
ROYAL TIRE, INC	#12 tires	TRANSIT	TRANSIT/TRANSPORTATION	669.18
			TOTAL:	669.18
RYAN ELECTRIC OF ST PETER	check pw dehumidifier	GENERAL FUND	STREETS	18.75
	check pw dehumidifier	GENERAL FUND	PARKS	15.00
	jeff fields lights photoey	GENERAL FUND	PARKS	240.13
	check pw dehumidifier	WATER	ADMIN AND GENERAL	7.50
	check pw dehumidifier	WASTE WATER FUND	ADMIN AND GENERAL	7.50
	check pw dehumidifier	ENVIRON SERVICES F	ADMIN AND GENERAL	7.50
	check pw dehumidifier	ELECTRIC FUND	ADMIN AND GENERAL	18.75
			TOTAL:	315.13
SCHWICKERT'S, INC.	430 ritt st roof repairs	TORNADO DISASTER R	ECONOMIC DEVMT	805.00
			TOTAL:	805.00
SERVICEMASTER OF LESUEUR/NICOLLET COUN	pw carpet cleaning	GENERAL FUND	STREETS	150.00
	pw carpet cleaning	GENERAL FUND	PARKS	120.00
	pw carpet cleaning	WATER	ADMIN AND GENERAL	60.00
	pw carpet cleaning	WASTE WATER FUND	ADMIN AND GENERAL	60.00
	pw carpet cleaning	ENVIRON SERVICES F	ADMIN AND GENERAL	60.00
	pw carpet cleaning	ELECTRIC FUND	ADMIN AND GENERAL	150.00
			TOTAL:	600.00
SOUTHERN MN CONSTRUCTION CO INC	class 5	WATER	ADMIN AND GENERAL	158.39
	class 5	WASTE WATER FUND	ADMIN AND GENERAL	158.39
	class 5	ENVIRON SERVICES F	ADMIN AND GENERAL	79.20
	class 5	ELECTRIC FUND	ADMIN AND GENERAL	395.98
			TOTAL:	791.96

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
SOUTHERN MN MUNICIPAL POWER AGENCY	april purchased power	ELECTRIC FUND	POWER SUPPLY	535,692.86
			TOTAL:	535,692.86
SPRINT SOLUTIONS, INC.	cell phone svc4/15-5/14	GENERAL FUND	FIRE	17.38
	on call phones4/15-5/14	COMMUNITY CENTER	COMMUNITY CENTER	64.07
	cell phone svc4/15-5/14	WATER	ADMIN AND GENERAL	39.99
	on call phones4/15-5/14	WATER	ADMIN AND GENERAL	24.33
	on call phones4/15-5/14	WASTE WATER FUND	ADMIN AND GENERAL	25.53
	on call phones4/15-5/14	ELECTRIC FUND	ADMIN AND GENERAL	24.33
			TOTAL:	195.63
ST PETER HERALD	tobacco prod definition	GENERAL FUND	CITY CLERK	181.00
	hydrant flushing	WATER	ADMIN AND GENERAL	189.60
	electr switch bids	ELECTRIC FUND	POWER DISTRIBUTION	65.80
			TOTAL:	436.40
ST PETER LUMBER CO	tape reel	GENERAL FUND	STREETS	45.07
	kneepads	GENERAL FUND	STREETS	21.49
	jeff bulletin brd bracerit	GENERAL FUND	PARKS	13.49
	wood	PERM IMPROVMENT RE	STREETS	16.40
	ritt st well house repairs	WATER	SOURCE OF SUPPLY	24.28
	adhesive	WATER	PURIFICATION AND TREAT	4.99
	coupling	WATER	DISTRIBUTION AND STORA	29.95
	channel lock,axe	ENVIRON SERVICES F	REFUSE DISPOSAL	53.98
	cut wheel	ELECTRIC FUND	POWER DISTRIBUTION	12.72
			TOTAL:	222.37
STAPLES ADVANTAGE	admin asst name plate	GENERAL FUND	CITY ADMINISTRATION	27.85
	projector	GENERAL FUND	CITY ADMINISTRATION	531.00
	chair mat,post its	GENERAL FUND	PUBLIC WORKS ADMIN	45.14
	post its	GENERAL FUND	STREETS	1.20
	6x9 envelopes	GENERAL FUND	STREETS	3.14
	post its	GENERAL FUND	PARKS	0.96
	6x9 envelopes	GENERAL FUND	PARKS	3.14
	6x9 envelopes	WATER	DISTRIBUTION AND STORA	1.57
	post its	WATER	ADMIN AND GENERAL	0.48
	6x9 envelopes	WASTE WATER FUND	SOURCE/TREATMENT	1.57
	post its	WASTE WATER FUND	ADMIN AND GENERAL	0.48
	6x9 envelopes	ENVIRON SERVICES F	REFUSE DISPOSAL	1.57
	post its	ENVIRON SERVICES F	ADMIN AND GENERAL	0.47
	6x9 envelopes	ELECTRIC FUND	POWER DISTRIBUTION	3.14
	post its	ELECTRIC FUND	ADMIN AND GENERAL	1.20
	6x9 envelopes	STORMWATER FUND	TREATMENT	1.56
			TOTAL:	624.47
CURTIS THOMPSON	curtis t shirt	WATER	ADMIN AND GENERAL	9.98
			TOTAL:	9.98
US AUTO FORCE	tires	GENERAL FUND	POLICE	753.62
			TOTAL:	753.62
VERIZON WIRELESS	phone svc 4/2-5/1	GENERAL FUND	POLICE	340.70
	water jet pack 4/2-5/1	WATER	ADMIN AND GENERAL	35.01
			TOTAL:	375.71
VETTER SALES & SERVICE, LLC	2014 ranger all terrain ve	2014 EQUIPMENT CER	PARKS	10,629.40

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
			TOTAL:	10,629.40
VON ESSEN TOWING	towing	GENERAL FUND	POLICE	405.00
	tire service	GENERAL FUND	PARKS	60.00
	tire service	WASTE WATER FUND	COLLECTOR/LIFT STAT	40.00
			TOTAL:	505.00
VOSS LIGHTING	bulbs	COMMUNITY CENTER	COMMUNITY CENTER	275.64
			TOTAL:	275.64
WASTE MANAGEMENT OF SOUTHERN MINNESOTA	feb refuse pickup,disposal	ENVIRON SERVICES F	REFUSE DISPOSAL	18,621.15
			TOTAL:	18,621.15
WESCO DISTRIBUTION INC	i/o splice kit	ELECTRIC FUND	NON-DEPARTMENTAL	550.00
	i/o elbows	ELECTRIC FUND	NON-DEPARTMENTAL	1,500.00
	2s meters	ELECTRIC FUND	NON-DEPARTMENTAL	160.00
	2" sch 40 conduit	ELECTRIC FUND	NON-DEPARTMENTAL	6,351.67
	gloves	ELECTRIC FUND	POWER DISTRIBUTION	74.00
			TOTAL:	8,635.67
WILSON DEVELOPMENT SERVICES, LLC	roundabout acqu & relocate	PERM IMPROVMENT	RE STREETS	1,633.55
			TOTAL:	1,633.55
TOM WINSELL	tuition & book reimburseme	GENERAL FUND	POLICE	1,050.88
			TOTAL:	1,050.88

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

101	GENERAL FUND	43,698.44
211	LIBRARY FUND	1,716.58
213	PUBLIC ACCESS	19.65
217	COMMUNITY CENTER	6,146.82
240	TORNADO DISASTER REV LOAN	1,204.23
317	COMMUNITY CENTER BOND	34,526.25
370	2010 EQUIPMENT CERTIFICAT	32,391.20
401	PERM IMPROVMENT REVOLVING	137,782.80
404	PARK LAND DEDICATION	116.00
474	2014 EQUIPMENT CERTIFICAT	10,629.40
601	WATER	25,206.26
602	WASTE WATER FUND	25,190.36
603	ENVIRON SERVICES FUND	36,007.93
604	ELECTRIC FUND	551,184.01
606	STORMWATER FUND	9,396.14
610	TRANSIT	4,689.88
820	RESTRICTED CONTRIBUTIONS	601.68
824	YOUTH CENTER GRANT	30.89

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 GRAND TOTAL: 920,538.52  
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CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2014 –

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

**RESOLUTION APPROVING CONSENT AGENDA**

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

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

**ON SALE BEER**

Godfather's Pizza	225 S MN	7/1/14 – 6/30/15
Jake's Pizza	119 W Broadway	7/1/14 – 6/30/15

**OFF SALE 3.2 BEER**

Family Fresh Market	612 S MN	7/1/14 – 6/30/15
Freedom Valu Center	624 S MN	7/1/14 – 6/30/15
Holiday Stationstores Inc.	123 W St. Julien	7/1/14 – 6/30/15
Kwik Trip	1305 S MN	7/1/14 – 6/30/15

**WINE**

Jake's Pizza	119 W Broadway	7/1/14 – 6/30/15
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**ON SALE LIQUOR**

American Legion	229 W Nassau	7/1/14 – 6/30/15
City Grille & Pub	814 N MN	7/1/14 – 6/30/15
El Agave	402 S 3 <sup>rd</sup>	7/1/14 – 6/30/15
Embassy Bar	325 S MN	7/1/14 – 6/30/15
Flame Bar	225 W Nassau	7/1/14 – 6/30/15
Gustavus Adolphus College	800 College Avenue	7/1/14 – 6/30/15
Kingpin's	1671 S 3 <sup>rd</sup>	7/1/14 – 6/30/15
Lone Star BBQ and Grill	408 S 3 <sup>rd</sup>	7/1/14 – 6/30/15
Patrick's On Third	125 S 3 <sup>rd</sup>	7/1/14 – 6/30/15
Red Men Club	412 S 3 <sup>rd</sup>	7/1/14 – 6/30/15

**SUNDAY**

American Legion	229 W Nassau	7/1/14 – 6/30/15
City Grille & Pub	814 N MN	7/1/14 – 6/30/15
El Agave	402 S 3 <sup>rd</sup>	7/1/14 – 6/30/15
Embassy Bar	325 S MN	7/1/14 – 6/30/15
Flame Bar	225 W Nassau	7/1/14 – 6/30/15
Gustavus Adolphus College	800 College Avenue	7/1/14 – 6/30/15
Kingpin's	1671 S 3 <sup>rd</sup>	7/1/14 – 6/30/15
Lone Star BBQ and Grill	408 S 3 <sup>rd</sup>	7/1/14 – 6/30/15
Patrick's On Third	125 S 3 <sup>rd</sup>	7/1/14 – 6/30/15

Red Men Club 412 S 3<sup>rd</sup> 7/1/14 – 6/30/15

**OFF SALE**

City Grille & Pub 814 N MN 7/1/14 – 6/30/15  
Flame Bar 225 W Nassau 7/1/14 – 6/30/15  
MGM Liquor Warehouse 100 N MN 7/1/14 – 6/30/15  
Patrick's On Third 125 S 3<sup>rd</sup> 7/1/14 – 6/30/15  
The Market Wine & Spirits 502 S MN 7/1/14– 6/30/15

**TEMPORARY SOFT DRINK**

KC BBQ MN Square 6/21/14  
St. Peter Jaycees MN Square 6/14/14

**TEMPORARY SHOW LICENSE**

Rock Bend Folk Festival MN Square 9/6/14 & 9/7/14

**TEMPORARY DANCE**

Red Men Club 412 S 3<sup>rd</sup> 7/3/13 & 7/5/14  
(fenced in parking lot)

**TEMPORARY ON SALE LIQUOR**

Red Men Club 412 S 3<sup>rd</sup> 7/3/14 – 7/5/14  
(fenced in parking lot)

**FIREWORKS PERMIT**

Red Men Club Nicollet Co. Fairgrounds 7/5//14

**TEMPORARY GAMBLING**

Jesus Assembly/Royal Family Kids 722 Sunrise Drive 8/17/14

**Tree Worker License**

Mankato Landshapes, Inc. 5/22/15 – 4/30/15

2. The following individuals are hereby appointed as Election Judges for the 2014 elections:

Barbara Luker	Leona Miller	Maureen Scholl
Jaci Kopet	Shirley Krider	Tom Thorkelson
Christine Johnson	Mary Ann Harty	Geraldine Hildebrandt
Renaë Rolle	Margie Nelsen	Barb Luker
Nancy Gehrke	Mary Ann Hanson	Lelia Leonhardt
Beverly Sommers	Janet Boese	Raymond Jacobson
Gene Krohnberg	Diane Braun	Joan Eppmeyer
Patricia Duenwald	Diane Harms	Paula Van Zee
John Hall	Greg Seitzer	Craig Drager
Rita Scheff	Carol Solberg	Nancy Luker
David Grimmus	Warren Michels	Ashley Prax
Donna Green	Mike Torkelson	Preston Smith
Robert Genelin	Paul Aasen	Megan Roach (trainee)
Denny Booren	Nita Aasen	Jaide Fondie (trainee)

Where the Wild Things Are Maze  
game  
DVD player  
2 guitar hero guitars

Whammy petal (guitar hero)  
PS2  
Broken GameCube  
Extra remotes

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

<u>NAME</u>	<u>POSITION</u>	<u>WAGE</u>
Tyrell Galetka	Seasonal Utilities Laborer	\$8.00/hour

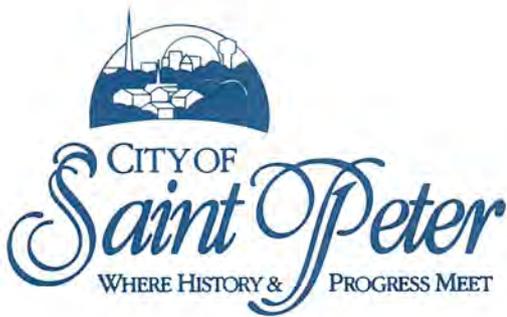
6. The schedule of disbursements for May 8, 2014 through May 21, 2014 is hereby approved.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota this 27th day of May, 2014.

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

ATTEST:

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



## Memorandum

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

**DATE:** 5/21/14

**FROM:** Todd Prafke  
City Administrator

**RE:** Southwest Minnesota Housing Partnership Resolution of Support

### **ACTION/RECOMMENDATION**

Approve the attached resolution providing support for financing of a potential purchase of the Maplewood Apartments by Southwest Minnesota Housing Partnership (SWMHP) and act as grantee for the Small Cities Development Program.

### **BACKGROUND**

SMR, the current owners of Maplewood Apartments, has announced their intention to remove Maplewood Apartments from the USDA Rural Development Section 515 housing program established by the Federal Government. This program has provided rental assistance at the property for many years.

Part of the process includes a review by the Minnesota Housing Finance Agency (MHFA) through the Interagency Stabilization Group, consisting of MHFA, USDA RD, HUD, Greater MN Housing Fund and the Family Housing Fund representatives. The Interagency Stabilization Group (ISG) has determined that the Maplewood Apartments is at high risk of conversion to market rate and constitutes a priority for preservation. This conclusion is based on housing data and the demonstrated need for a certain number of units within specific income categories in Saint Peter based on demographic and income data. MHFA has contacted SWMHP and asked them to review a potential purchase to allow the building to be maintained at its current occupancy, serving low and moderate income residents with affordable rental rates.

If SWMHP moves forward with this project, two actions are requested from the City. First is to provide a resolution of support for the project. Second is to serve as the grantee for a Small Cities Development Program grant funds.

SWMHP has provided a project summary that is attached. You will note that any financing likely includes about \$1.25 million in building maintenance which is desired by SWMHP which from our perspective is an improvement to housing stock within the community. Without this effort providing for continuance of the rental assistance programming, rents would go up substantially and would likely mean a substantial turnover in the renters and a reduction in low income housing opportunities impacting other segments of your already challenging rental housing market. Some important factors for you to consider that are the basis for staff's recommendation and which relate to data from your community are:

- 45.9% of lower income renters are cost burdened highlighting the need to preserve existing affordable units.
- Median Household Income: \$52,835

SWMHP has done a number of projects in your community over the last dozen years or so. I will not go into their qualifications or history here, but if members would like more information on this please feel free to contact me. We have a very high level of confidence in SWMHP.

Again, the goal of the resolution is to show your support for SWMHP's application for funding through MHFA. If funding is approved the change in ownership would likely occur in early 2015.

The complex has 30 units which are in the 515 program and nine (9) units provide rental assistance for lower income population. SWMHP would be committed to this type of use for 30 years.

As a Small Cities Development Program Grantee we will have some small administrative costs that can be charged back to the overall project. In practical terms, it means up to a dozen transactions, but it would have no cash flow or other impact on your finances. Any additional auditing would be paid by the project. You have done this in the past and have provided this type of assistance for many groups over the years including Rock Bend Folk Festival and the Ambassadors Bluesfest.

**FISCAL IMPACT:**

There is no direct fiscal impact to the City.

**ALTERNATIVES AND VARIATIONS:**

No action taken: SWMHP will not be eligible in this cycle of applications and it is unclear as to whether the programing will be available in the next cycle.

Negative vote: Staff will inform the parties of your vote.

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 on this agenda item.

TP/bal



**MAPLEWOOD APARTMENTS, ST. PETER, MN  
PROJECT SUMMARY**

**Project Description: Acquisition/Rehabilitation and Preservation of Federally Assisted Housing**

One Building/30 units

- 6 – One bedroom
- 18 – Two-bedroom
- 6 – Three-bedroom

**Rent Structure & Dwelling Unit Information**

	# of DU	Approx. Size (Net Rentable Sq. Ft.) Units	Proposed Monthly Contract Rent Per Unit
1BR	6	594	\$520
2BR	18	726	\$550
3BR	6	858	\$580

<b>Designation:</b>	Regulated	Section 42(LIHC)	25 units
	Unregulated	Market Rate	4 units
	Unregulated	Caretaker Unit	1 unit

**LIHC – Low Income Housing Tax Credit unit**

Population Targeting	General Occupancy - Family
Income Restricted Units	60% Area Median Income
Rents	50% Rents

**Regulated Unit 2014 Initial Income Limits:**

	1 Person	2 Person	3 Person	4 Person	5 person
Low (60% AMI)	\$ 28,140	\$32,160	\$36,180	\$40,200	\$43,440

AMI: Area Median Income

After household meets initial income qualification, incomes can continue to rise without forcing tenant to relocate.

**Management Agent:** SMR, Mankato, MN

**Market:** St. Peter continues to experience household growth, low vacancy rates and increasing rents. Past Market Studies have supported need for preservation of existing housing units and creation of new housing units.

- St. Peter has experienced a 19.1% household growth between 2001 and 2011
- The median rent for all units in this census tract is \$1,611.
- 45.9% of lower income renter are cost burdened highlighting the need to preserve existing affordable units.
- Median Household Income: \$52,835
- 21.6% of people are in poverty

**SWMHP Market Experience:** SWMHP has a track record of developing and maintaining quality affordable housing in the St. Peter area including Nicollet Meadows Townhomes (20 units), Central Square Apartments (55 units), and Park Row Crossing (40 units under construction). These properties are consistently occupied with waiting lists.

**Building Characteristics:**

- Rural Development 515 project that is currently being offered for sale to nonprofit. If the property is not purchased it will exit the 515 program and eventually the 9 units of rental assistance will be lost.
- SWMHP will be seeking Low Income Housing Tax Credits which will be used for the acquisition and substantial rehabilitation of the property. Nearly \$1,300,000 of funds would be invested into the rehabilitation of the project.
- Rehabilitation will include repairs to windows, roof, flooring, cabinets, electrical improvements, parking lot, and playground. SWMHP will also be making energy efficient improvements.

Preliminary estimates:

<b>SUMMARY:</b>	<b>Estimated Construction Cost</b>
Division 1 - General Requirements	\$ 165,652.72
Division 2 - Existing Conditions & Demolition	37,450.00
Division 3 - Concrete	8,000.00
Division 4 - Masonry	-
Division 5 - Metals	8,250.00
Division 6 - Wood and Plastics	-
Division 7 - Thermal and Moisture Protection	39,240.00
Division 8 - Doors and Windows	177,050.00
Division 9 - Finishes	29,250.00
Division 10 - Specialties	-

Division 11 - Cabinets & Equipment		175,900.00
Division 12 - Furnishings		18,550.00
Division 13 - Special Construction		-
Division 14 - Conveying Systems		-
Division 21- Fire Suppression		18,000.00
Division 22- Plumbing		44,400.00
Division 23 - HVAC		33,450.00
Division 26 - Electrical		270,415.00
Division 31 - Earthwork		45,000.00
Division 32 - On Site Improvements		40,000.00
Division 33 - On Site Utilities		-
Division 34 - Roads & Walks		33,924.00
<b>Construction Cost Subtotal</b>	<b>\$</b>	<b>1,144,531.72</b>
<b>Contingencies</b>	<b>\$</b>	<b>103,007.00</b>
<b>Total Construction Cost</b>	<b>\$</b>	<b>1,247,538.72</b>

**Development Cost:           \$3,498,798**

**CITY OF SAINT PETER, MINNESOTA**

**RESOLUTION NO. 2014 -**

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

**RESOLUTION SUPPORTING SOUTHWEST MINNESOTA HOUSING PARTNERSHIP  
PROPOSED MAPLEWOOD APARTMENTS PROJECT**

WHEREAS, the City of Saint Peter has a critical need and desire to provide affordable housing options to people of all incomes; and

WHEREAS, the City Council has met with Southwest Minnesota Housing Partnership regarding a project at Maplewood Apartments as a part of preliminary planning; and

WHEREAS, the City Council supports the project rehabilitation goals, demographic and income targeting, the conceptual design, and consistency with surrounding land uses; and

WHEREAS, the Southwest Minnesota Housing Partnership is proposing the rehabilitation of thirty (30) units for low and moderate income persons/families; and

WHEREAS, the proposed project will help to alleviate local rental housing needs within the Saint Peter Community.

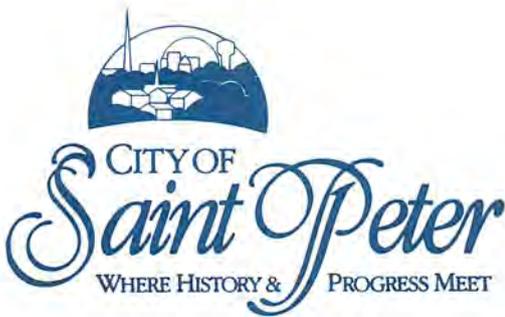
NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SAINT PETER, NICOLLET COUNTY, MINNESOTA, THAT: the City of Saint Peter will support the Southwest Minnesota Housing Partnership proposed Maplewood Apartment project and agrees to act as the grantee through the Small Cities Development Program to access funding for this project.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 27th day of May, 2014.

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

ATTEST:

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



## Memorandum

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

**DATE:** 5/19/14

**FROM:** Todd Prafke  
City Administrator

**RE:** School District Memorandum Of Understanding

### ACTION/RECOMMENDATION

Provide authorization for execution of a Memorandum Of Understanding (MOU) with School District #508 for provision of services to the Community Education program.

### BACKGROUND

This exchange of service started in about 2004 with severe state budget cuts to Community Education. At that time, as today, we meet cooperatively to discuss issues that affect our local governments. The School District was faced with cuts and with rules that hindered them from making the most of their dollars in the area of Community Education. In addition, we were discussing a re-focus on efforts to accurately articulate to each other what our respective mission was and avoid duplication of efforts.

A contract signed by School District #508 is attached which delineates programs that both Community Education and the City's Recreation and Leisure Services Department will undertake while respecting each other's articulated missions. The contract provides for a payment from the District to the City to support some of their programs that we are able to complete efficiently because of the program connection to other programs that we run.

Again, this contract is similar to what you have approved in previous years. Contract dollars have been reduced over the years with the last reduction occurring in 2010. There is no reduction in this year's contract. Staff still believes that we are in a position to provide the services outlined.

In the bigger picture I am concerned about additional decreases in those dollars. Additional funding erosion may lead us to the point of ending or subsidizing those services, which was not our intent nor is that the intent of the District. Because we currently provide those services if the funding does stop the Council may be put into the position of ending a program that was or isn't really ours. We are not to that point, but this is an issue to be aware of. We would still have the opportunity to provide those programs anyway, but the fee - tax cost basis model may need to change. With levy limits and other factors pressing on our budget it may put us in a hard spot.

Now to the good. This is a very positive example of local units of government working together to provide a service, or continue services in the most efficient way possible by letting go of

traditional territorial boundaries. This contract has served us and our joint customers well over last number of years and I expect that will continue through this year as well.

**FISCAL IMPACT:**

The cost of service and the funding received are anticipated to be in balance for the 2014 year so this has no direct tax or general fund impact. School District #508 will pay \$10,200 to the City for provision of these services.

**ALTERNATIVES/VARIATIONS:**

Do Not Act: No further action will be taken without additional direction from the Council and the City would discontinue the services outlined in the MOU.

Denial: Again, the City would discontinue the services and programs provided as part of the MOU and staff would take no further action.

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 on this agenda item.

TP/bal

# Memorandum of Understanding

July 1, 2014 – June 30, 2015

**Saint Peter Public Schools  
Community and Family Education  
&  
City of Saint Peter  
Recreation and Leisure Services**

*This memorandum identifies key components  
to maximize opportunities to the community.*

- |   |               |
|---|---------------|
| <b>I. Best Practices &amp; Guiding Principles</b>       | <b>page 2</b> |
| <b>II. Youth Development/Service Funding Assurances</b> | <b>page 3</b> |
| <b>III. After School Funding Assurances</b>             | <b>page 4</b> |
| <b>IV. Guidelines for Sponsoring Youth Programs</b>     | <b>page 5</b> |
| <b>V. Signature Page</b>                                | <b>page 6</b> |

## **I. BEST PRACTICES & GUIDING PRINCIPLES**

**C& FE and R&LS recognize a shared commitment to best practices that maximize opportunities for the community.**

- A. Prioritize community needs and allocation of funding
- B. Delineate responsibilities to minimize program duplication; including common planning with Gustavus Adolphus College Community Services
- C. When appropriate, combine resources including staff and facilities to strengthen and/or develop signature community wide events
- D. Routinely examine and address community program and service needs
- E. Collaborate with other area organizations to strengthen the involvement and support of underserved families
- F. Co-publish seasonal brochures
- G. Offer common registration dates

## II. YOUTH DEVELOPMENT/ SERVICE FUNDING ASSURANCES

### **STATEMENT OF ASSURANCES:**

Community and Family Education will provide funding to Recreation and Leisure Services to enhance Youth Development opportunities, meeting the intent of State Statutes, which govern Youth Development expenditures. (\$7,500)

*(Minnesota Statute (2003) 124D.19, Subd. 9. and 10.)*

*(age priority: 8 through 14 years)*

*All programs assigned to these funds will not be subject to non-resident fees (City of Saint Peter); non-resident fees may be charged for non-residents of the Saint Peter School District.*

### **WITH ADDITIONAL YOUTH DEVELOPMENT/SERVICE FUNDS, R&LS WILL OFFER YOUTH PROGRAMS THAT PROVIDE YOUTH WITH:**

- *an understanding and appreciation, of service in their community through hands-on experiences*
- *knowledge needed to make safe and healthy lifestyle choices*
- *an understanding, appreciation and respect for diversity in race, culture, gender, age, social status, ability, etc.*
- *an opportunity to have a voice in decisions that affect them*
- *positive recreational, social and learning activities*
- *opportunities to develop a safe, equitable, accepting, cooperative, friendly and inclusive school and community environment*

### III. AFTER-SCHOOL FUNDING ASSURANCES

#### **STATEMENT OF ASSURANCES:**

Community and Family Education (C&FE) will provide funding to Recreation and Leisure Services (R&LS) to enhance after-school opportunities, meeting the intent of State statutes, which govern After-School expenditures. (\$2,700)

(Minnesota Statute (2003) 124D.19, Subd. 13.)

*(Age priority: 8 through 14 years)*

*All programs assigned to these funds will not be subject to non-resident fees (City of Saint Peter); non-resident fees may be charged for non-residents of the Saint Peter School District.*

#### ***WITH ADDITIONAL YOUTH FUNDS, R&LS WILL OFFER AFTER-SCHOOL PROGRAMS THAT:***

- *collaborate with and leverage existing community resources that have demonstrated effectiveness*
- *reach out to youth, including at-risk youth in the community*
- *increase the number of children participating in adult-supervised programs during non-school hours*
- *support academic achievement*
- *increase skills in sports and other activities*

## **IV. GUIDELINES FOR SPONSORING YOUTH PROGRAMS**

### **SCHOOL YEAR 2014-15 YOUTH PROGRAMS**

(Sept.1, 2014–June 1, 2015)

R&LS will offer the following:

- After school activities (e.g. Legos Program, Gymnastics, and Open Gym)
- Leadership and/or certification programs for youth ages 14 and under (e.g. Babysitter Training)

C&FE will offer the following:

- Theatre & Fine Arts experiences ( e.g. Arts Center, SPact, and Art with April)
- Educational enrichment experiences (e.g. foreign languages, nutrition, and reading)
- American Red Cross Swim Lessons at the high school pool
- Certification programs for young adults 15 yrs<sup>+</sup> (e.g. First Aid, CPR, Lifeguard Training, Water Safety Instruction)
- All ISD 508 tickets/registrations/admissions sold at the Community Center

R&LS and C&FE will work jointly to:

- Oversee an after school youth center at North Intermediate School.
- Provide leadership, programming, training and evaluation for the after school youth center.

### **SUMMER YOUTH PROGRAMS**

(July 1–August 30, 2014 and June 1–30, 2015)

R&LS will offer the following:

- E-12 Youth activities, teams, and camps (e.g. Legos Program, youth sports, and camps)
- American Red Cross Swim Lessons at the city outdoor pool
- Leadership and/or certification programs for youth ages 14 and under ( e.g. Volunteer In the Park, Babysitter Training, Guard Start, Youth First Aid and CPR)

C&FE will offer the following:

- Theatre & Fine Arts experiences (e.g. Prairie Fire Theatre, Watch Me Draw, Arts Center & SPact Classes)
- Educational enrichment experiences (e.g. Foreign Languages, nutrition, and reading)
- Parent/Child classes/events
- Certification programs young adults 15 yrs<sup>+</sup> (e.g. First Aid, CPR, Lifeguard Training, and Water Safety Instruction)
- All ISD 508 tickets/registrations/admissions sold at the Community Center

**Memorandum of Understanding**

**Saint Peter Public Schools  
Community and Family Education  
&  
City of Saint Peter  
Recreation and Leisure Services**

**July 1, 2014 – June 30, 2015**

*This memorandum identifies key components  
to maximize opportunities to the community.*

- I. Best Practices & Guiding Principles**
- II. Youth Development/Service Funding Assurances \***
- III. After School Funding Assurances \***
- IV. Guidelines for Sponsoring Youth Programs**

**\*Community and Family Education will allocate the following funds to Recreation and Leisure Services:**

<b>Youth Development Funding</b>	<b>\$7,500</b>
<b>After School Funding</b>	<b>\$2,700</b>

**Saint Peter Public Schools**

\_\_\_\_\_  
Dr. Jeffrey Olson, Superintendent

\_\_\_\_\_  
Date

**City of Saint Peter**

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

\_\_\_\_\_  
Date

*Distribution of funds 2X per year: funds may be requested and distributed  
in two equal payments (e.g. July 1, 2014 & January 2, 2015).*

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2014 -

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

**RESOLUTION AUTHORIZING EXECUTION OF YOUTH DEVELOPMENT MEMORANDUM  
OF UNDERSTANDING**

WHEREAS, the City Council has established partnerships with many other local units of government including School District #508; and

WHEREAS, the City and School have previously partnered on the programs provided for in the Memorandum of Understanding for Youth Development and Youth Service Programs; and

WHEREAS, use of the service continues to grow or be stable.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SAINT PETER, NICOLLET COUNTY, MINNESOTA, THAT: the City Administrator is hereby authorized to execute a Memorandum of Understanding for Youth Development and Youth Service Programs with School District #508 for the period July 1, 2014 through June 30, 2015.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 27th day of May, 2014.

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Timothy Strand  
Mayor

ATTEST:

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Todd Prafke  
City Administrator



**City of  
Saint  
Peter**

**MEMORANDUM**

TO: Mayor Strand and Council Members  
FROM: James W. Brandt   
DATE: May 20, 2014  
RE: Hazardous Building Action Against 214 South Minnesota Avenue, Commonly Referred to as the Mayo Building

**ACTION\RECOMMENDATION**

Approve the attached Resolution to commence a hazardous building action against the building located at 214 South Minnesota Avenue.

Home of Gustavus Adolphus College

County Seat of Historic Nicollet County

City Attorney  
James W. Brandt

Assistant City Attorney  
Stefanie L. Menning

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

**BACKGROUND:**

Gatchell purchased the property at 214 South Minnesota Avenue, commonly referred to as the Mayo Building. It was Gatchell's intention to refurbish the Mayo Building and open a "Mom & Pop's" ice cream store in the building similar to the Mom & Pop's Ice Cream store which they currently own in Mankato.

When Gatchell's began their process for remodeling, it was discovered that the building had numerous structural defects. Given the extent of the necessary repairs, the City Building Inspector required that the building be examined by a structural engineer. The structural defects were to a point where they were cost prohibitive to repair. A concrete contractor refused to consider the project for fear that the building was too dangerous for his employees to attempt the necessary repairs.

Your Building Inspector, Dean Busse, has now reviewed the structural engineer report by LS Engineers, Inc. and has, again, reviewed the building. Mr. Busse's examination and report are attached to the proposed Resolution. Mr. Busse has concluded that the building is a hazardous building as defined in Minnesota Statutes Chapter 463.

In order to bring a hazardous building action, the Council must order the building owner to repair or raze the building. Enclosed is a proposed Resolution ordering Gatchell to repair or raze the building and authorizing



the City Attorney to proceed with the Chapter 463 Hazardous Building action.

Under the statute, all costs for removal and associated costs are to be borne by the property owner.

This action is necessary because the building is on the Register of Historic Buildings. A formal resolution by the City Council will assist in causing the removal of this hazardous building.

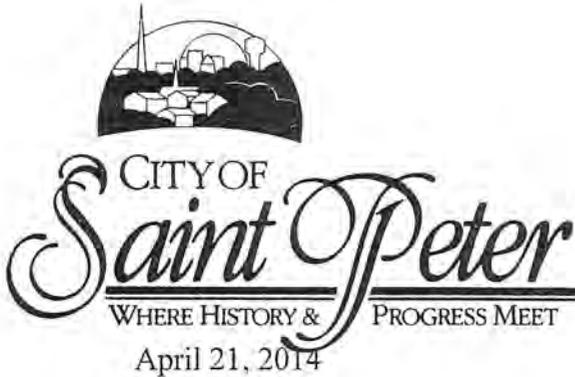
As always, if any Council Member has any questions concerning this action, please contact me.

Fiscal Impact: By statute all costs are to be borne by the property owner.

Alternatives/Variations: Do not act; Staff will wait for further direction.

Negative vote: The building will remain in its current condition subject to the elements and will continue deteriorate

Modification of the Resolution: This is always an option of the Council. However, in modifying the Resolution, the Council must continue to comply with the dictates of Chapter 463 in order to proceed as a hazardous building action.



Department of  
Community Development

Mr. Russ Wille  
Community Development Director  
227 South Front Street  
Saint Peter, MN 56082

RE: 214 South Minnesota Avenue

Dear Mr. Wille,

As requested by yourself and City Administrator Prafke, I have undertaken an investigation as to the physical condition of the structure located at 214 South Minnesota Avenue, Saint Peter. My inspection was undertaken the morning of April 7, 2014.

In preparation of my inspection, I reviewed the written report of the August 26, 2011 inspection of the property conducted by Brian J. Salfer, P.E. of the firm LSEngineers, Inc. (LSE). I also reviewed my previous correspondence with the owner of the 214 South Minnesota Avenue building.

In addition to the April 7, 2014 inspection of the building, it should be noted that I have had the opportunity to inspect or view the structure on numerous occasions as I have carried out the duties of Building Official for the City of Saint Peter.

In the course of my recent investigation, you specifically requested that I make a determination as to whether or not the building has continued to deteriorate subsequent to the 2011 LSE report and whether additional steps are appropriate to protect the public health and safety.

At the time of my inspection, I noted that no repairs or renovation of the building has been undertaken over the last 15 years. The building remains open to the elements and numerous voids were observed upon the exterior. A perimeter, secured by fencing has been established along the north and west walls.

One finding of the LSE report is that the building could be restored but that it would be less expensive to demolish and replace it with a similar building. In my 2011 letter to the owner of the building I agreed stating, "It is my judgment as the Building Official of the City of Saint Peter that it would not be cost effective to remodel the hazardous building, instead rebuilding would be of better value."

The 2011 LSE report also include the following, "It is my understanding that the building may be left as it is without maintenance or restoration. If this is the path chosen, the building structure will continue to deteriorate and will deteriorate more rapidly as more stucco falls off until part of a wall or entire wall fails. The entire structure could then become unstable and collapse.

It is impossible to predict exactly when a wall failure could occur, but pieces of the stucco could fall off at any time and measures should be taken immediately to keep the public away from the west and north walls."

If you chose to do nothing, I recommend that the building be barricaded on all sides to keep the public from the deteriorating walls and that the owners of the adjacent properties be notified of this intent so that they can take steps to protect their properties."

My observations and findings from my April 7, 2014 inspection of the building are that the building has undoubtedly continued to deteriorate since the LSE inspection of August, 2011. Lose mortar continues to accumulate along the foundation of the building and it appears that new cracks are visible upon the exterior walls of the structure.

Such continued deterioration is inevitable given that the structure remains open and exposed to the elements. The numerous voids upon the exterior and within the interior of the building allow for the penetration of water and moisture. When subject to the freeze / thaw cycle of the local climate, such penetration accelerates the deterioration of the structural integrity of the building.

The LSE report noted that, "The east wall appears to be bowed to the east at the north end and the mortar joints are in poor condition."

***My visual inspection confirms the bowing and I also observed signs of significant water damage around the windows on the ground floor. I also noted that the mortar on the east wall has deteriorated to the extent that pieces can be removed using my finger.***

The LSE report noted that, "The limestone walls are in very poor condition. Joints between the stone have deteriorated severely on both the inside and outside. I could remove the mortar with fingers in many locations. The west wall was the most severely deteriorated on the exterior side."

***Upon my recent inspection of the west wall, I observed new vertical cracking which suggests that the structure is leaning or that a portion of the building foundation has settled.***

The LSE report noted that, "The north wall has retained the stucco but has large areas of stucco that are not bonded to the stone wall. I was able to remove a small piece of stucco by hand."

***My 2014 observation of the north wall suggests that the building appears to be leaning to the north and that the stucco has pulled loose of the wall as noted by LSE.***

The LSE report noted that, "The south bearing wall appears to be bowed. I measured  $\frac{3}{4}$ " over a 6 foot level."

***My inspection indicated that the stucco on the south wall is buckling and popping loose from the stone wall and that the add-on stairway is twisting away from the building.***

The LSE report noted that, "The main level floor framing at the basement has areas of rot and notched members."

***My inspection of the main level flooring indicated significant sagging. The floor is sinking towards the center of the building. I measured 4  $\frac{1}{2}$ " of sag when measured six feet from the north wall. Similar sagging was measured six feet from the south wall.***

The LSE report noted that, "The second floor framing has a noticeable sag."

***While Mr. Salfer did not quantify the sag, I measured sinking of 3" when measured six feet from either the north or south wall.***

In my 2011 correspondence to the building owner, I stated, "After looking at the conditions of the building at 214 South Minnesota Avenue, it is my opinion that the main structure is not safe for public use and would classify as a hazardous building. The building shows a number of structural defects." I would reaffirm my 2011 opinion.

I would agree with the LSE inspection reports finding that the deterioration of the walls could result in collapse of a wall or the entire building. Due to the continued excessive neglect, disrepair and deterioration of the structure since 2011, the threat of collapse grows each year. Such catastrophic, spontaneous collapse of the structure so close to the sidewalk could result in significant injury or death of pedestrians.

Given the escalating chance of such collapse, as Building Official of the City of Saint Peter, it is my intent to work with City Attorney Brandt to have the property declared a public nuisance and a threat to the public health and safety. Furthermore, it is my intent that the building be declared inhabitable until such time as the building is repaired to once again be safe to enter.

To protect the public until such time as the building is renovated or demolished, I would order that a perimeter be established an acceptable distance from the east wall due the threat of collapse. Such action would require that the public sidewalk be partially or wholly closed.

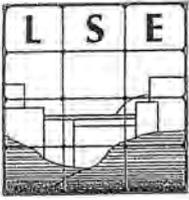
Please contact me directly if you have questions, comments or if you find yourself in need of clarification.

Sincerely,

A handwritten signature in black ink, appearing to be 'DB', with a long horizontal stroke extending to the right.

Dean Busse  
Building Official

Cc: Todd Prafke, City Administrator  
Jim Brandt, City Attorney  
Ron Quade, Fire Chief  
Erin Gatchell, Mom & Pops



LSEngineers, Inc September 2, 2011

Erin Gatchell  
14 Omega Court  
North Mankato, MN 56003

**Re: Building Investigation  
214 South Minnesota Avenue – St Peter, MN**

Dear Erin:

On Friday, August 26, 2011, I met with you and Russ Wille (City of St Peter) at the above referenced site to assess the current structural condition of the building. The purpose was to give an opinion on the structural condition, if there were any immediate concerns with the stability of the building, and what steps would be involved in restoring the building.

Building Description

- The building is approximately 20 ft. north-south by 40 ft. east-west.
- The storefront is on the east side.
- There is an alley on the north side between this building and the next building to the north.
- There is approximately 27 inches between this building and the next building to the south.
- The building is two levels with a partial basement. The portion of the building without a basement has a wood floor with a crawl space below.
- The north and west exterior walls are stone masonry walls with random lime stone pieces and thick mortar/concrete joints. The wall has stucco over the majority of the exterior surface.
- The east wall (storefront) is a multi-width brick masonry wall.
- The south wall was not observable due to wall finishes.
- The second level floor is rough cut 2x8 joists at 20 inches on center spanning approximately 17'-6".
- The roof is a hip roof. I was not able to observe the construction of the roof. I assume it is wood framed.
- It is my understanding from Russ Wille that the building was built in the 1860s.
- The building has not been occupied or maintained for many years.

234 North Main Street  
Le Sueur, MN 56058  
(507) 665-6255

■  
lseng@lseengineers.com

### Observations

1. The limestone walls are in very poor condition. Joints between stone have deteriorated severely on both the inside and outside. I could remove the mortar with fingers in many locations. The west wall was the most severely deteriorated on the exterior side.
2. At the west wall, much of the stucco has fallen off the building. I was able to pull two pieces of stucco (one square foot or larger) off the building with very little effort.
3. The north wall has retained the stucco but has large areas of stucco that are not bonded to the stone wall. I was able to remove a small piece of stucco by hand.
4. The east wall appears to be bowed to the east at the north end and the mortar joints are in poor condition. At some locations as much as ½" of the joint is missing.
5. The south bearing wall appears to be bowed. I measured ¾" over a 6 ft. level.
6. The main level floor framing at the basement has areas of rot and notched members. The basement floor was muddy and the space was very humid.
7. The second level floor framing has a noticeable sag. I was not able to measure the amount.

### Conclusions

1. The west and north walls should be barricaded from the public until all loose stucco is removed and the wall is restored.
2. The north and west walls should be restored. This will require tuckpointing approximately 4 inches into the mortar joints from both the inside and outside of the walls. Restoration will require removing all interior and exterior finishes and shoring the roof and floor until the restoration is complete. The wall will require bracing during the restoration process due to the depth of tuckpointing needed.
3. The east wall should be restored. This would require tuckpointing the outside face. The connection between the second floor and wall should be investigated further when the finishes are removed to determine if the connection between the wall and floor requires reinforcing.
4. The main level floor system over the basement should be replaced.
5. The second level floor system should be reinforced/replaced with properly sized joists.
6. The south bearing wall should be investigated further when finishes are removed to determine if repairs/restoration is required.
7. The mechanical and electrical systems should be investigated to determine their adequacy.

It is my opinion that the building can be restored, but it would be less expensive to demolish and replace it with a similar building.

It is my understanding the building may be left as it is without maintenance or restoration. If this is the path chosen, the building structure will continue to deteriorate and will deteriorate more rapidly as more stucco falls off until part of a

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wall or an entire wall fails. The entire structure could then become unstable and collapse.

It is impossible to predict exactly when a wall failure could occur, but pieces of the stucco could fall off at any time and measures should be taken immediately to keep the public away from the west and north walls.

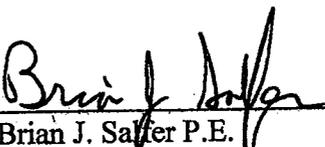
If you choose to do nothing, I recommend that the building be barricaded on all sides to keep the public from the deteriorating walls and that the owners of the adjacent properties be notified of this intent so they can take steps to protect their properties.

Limitations

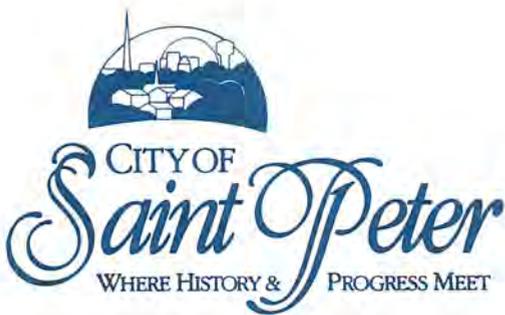
The opinions stated in this report are based on limited visual observations only. There is no claim, either stated or implied, that all conditions were observed. This report does not express or imply any warranty of this structure, but only addresses the conditions of the portion that was readily accessible and observable at the time of observation.

Certification

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.

  
\_\_\_\_\_  
Brian J. Saffer P.E.  
License Number 41632

9-2-11  
\_\_\_\_\_  
Date



## Memorandum

**TO:** Todd Prafke  
City Administrator

**DATE:** 5/21/14

**FROM:** Russ Wille  
Community Development Director

**RE:** 214 South Minnesota Avenue – Demolition

The Heritage Preservation Commission (HPC) authorized the owner of 214 South Minnesota Avenue to begin the process leading to the demolition of the structure. The HPC approval is appropriate given that the property is listed as a “contributing building” within the Saint Peter Historic Commercial district as designated by the National Register of Historic Places.

The original plan had been to request that the Chairperson of the Minnesota Environmental Quality Board exercise his authority to provide an emergency declaration to allow demolition. Given the extremely poor condition of the building, Building Official Busse began the process to declare the building to be a public nuisance and a threat to the public health. Following a series of phone conversations, the requested emergency declaration was discouraged by EQB staff. The EQB was of the opinion that the matter would not constitute an emergency given that the current condition and circumstances were a result of neglect and not a natural disaster or other unanticipated peril.

In lieu of the emergency declaration, I have begun preparation of an Environmental Assessment Worksheet. This is the first step in the process to allow demolition. The following is a proposed course of action leading to demolition.

### Environmental Assessment Worksheet Process

1. Prepare Environmental Assessment Worksheet (EAW).
2. Heritage Preservation Commission (HPC) approves EAW.
3. EAW submitted to Environmental Quality Board (EQB).
4. EAW submitted to mandated distribution list.
5. EQB publishes EAW in *EQB Monitor*.
6. HPC publishes notice of the public comment period in the *St. Peter Herald*.
7. **THIRTY (30) DAY PUBLIC COMMENT PERIOD**
7. HPC responds in writing to “substantive” comments.
8. HPC determines whether an Environmental Impact Statement (EIS) is necessary within 30 days.

Once the comment period has ended and the HPC has responded to the comments, the HPC, as the Responsible Governmental Unit (RGU), will determine whether or not an Environmental Impact Statement is necessary. The determination is to be based upon the anticipated environmental impacts of the project.

If the HPC determines that the EAW is complete and that an EIS is unnecessary, the HPC can authorize demolition of the 214 South Minnesota Avenue structure to allow for redevelopment.

**CITY OF SAINT PETER, MINNESOTA**

**RESOLUTION NO. 2014-**

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

**RESOLUTION ORDERING REPAIR OR REMOVAL OF HAZARDOUS CONDITIONS  
LOCATED AT 214 SOUTH MINNESOTA AVENUE, SAINT PETER, MINNESOTA**

WHEREAS, pursuant to Minnesota Statute Chapter 463, the City Council of Saint Peter, Minnesota, finds the building located at 214 South Minnesota Avenue which is legally described as “the North 1/3 more or less of Lot 5, in Block 177 ½ in the Town (now City) of St. Peter, Minnesota, according to the Amended Plat thereof on file and of record in the Office of the Register of Deeds, Nicollet County, Minnesota, Nicollet County, Minnesota” to be a hazardous building; and

WHEREAS, the conditions documenting the hazardous condition are more fully documented in the Inspection Report prepared by Saint Peter Building Official Dean Busse on April 21, 2014, copies of which are on file and available for public review in the Building Official’s office at City Hall; and

WHEREAS, the structure has not been repaired or maintained for many years; and

WHEREAS, the structure was examined by a masonry contractor who refused to work on repairs because, given the condition of the structure, it is too dangerous for his employees to attempt to repair the structure.

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

1. The building at 214 South Minnesota Avenue is hazardous for the following reasons:
  - a. A portion of the east wall has bowed and the mortar joints are in poor condition;
  - b. Limestone walls are in very poor condition;
  - c. Joints between the stones have deteriorated severely on both the inside and outside;
  - d. The north wall is leaning to the north and stucco has pulled loose;
  - e. The main level flooring is sagging towards the center of the building;
  - f. The second floor framing is sagging;
  - g. That the property is not secure from the elements.
2. Pursuant to the foregoing findings and in accordance with Minnesota Statute Chapter 463, the Council orders the record owners, Gatchell Properties, LLC, of the above hazardous building and its mortgagee, Home Town Bank or its representatives to raze and remove the structure on the property at 214 South Minnesota Avenue, Saint Peter, Minnesota, or alternatively repair the structure upon plan executed by a structural engineer and approved by the City of Saint Peter Building Official.
3. The razing and removal or the engineered plan for repairs must be made within twenty (20) days after the Order is served upon the property owners. The repairs must be completed in compliance with all applicable codes and regulations and done pursuant to proper permits from the City.

4. A motion for summary enforcement of the Order will be made to the District Court of Nicollet County in which the hazardous building is situated unless corrective action is taken, or unless an Answer is filed within the time specified in Minnesota Statute Chapter §463.18, which is twenty (20) days from the date of service.
5. In accordance with Minnesota Statute §463.24, the owner or occupant must remove all personal property and fixtures which will reasonably interfere with the work within twenty (20) days. If the property and fixtures are not removed and the City enforces this Order, the City may sell the personal property, fixtures and salvage materials at public auction after three (3) days posted notice.
6. If the City must take action to enforce this Order, all enforcement costs will be specially assessed against the property and collected in accordance with Minnesota Statute §§463.21, 463.22 and 463.161.
7. If the City must take action to enforce this Order, the City shall raze and remove the building.
8. The City Attorney is authorized to serve this Order upon the owners of the premises and all lien holders of record.
9. The City Attorney is authorized to proceed with the enforcement of this Order as provided in Minnesota Statute Chapter 463.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 27th day of May, 2014.

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Timothy Strand  
Mayor

ATTEST:

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Todd Prafke  
City Administrator

**CITY OF SAINT PETER, MINNESOTA**

**RESOLUTION NO. 2014 -**

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

**RESOLUTION CALLING FOR CLOSED SESSION**

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

WHEREAS, staff is currently in negotiations with a potential seller; 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 of the Community Center as provided for under Minnesota Statutes for discussion of land purchase negotiations for the property at 213 West Nassau Street.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 27th day of May, 2014.

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

ATTEST:

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