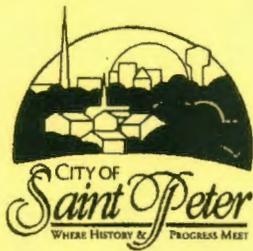


**CITY OF SAINT PETER, MINNESOTA
AGENDA AND NOTICE OF MEETING**

Regular City Council Meeting of Monday, November 23, 2015
Community Center Governors' Room - 7:00 p.m.

- I. CALL TO ORDER**
- II. APPROVAL OF AGENDA**
- III. PUBLIC HEARINGS**
 - A. Assessment of Unpaid Utility Charges
 - B. Assessment of Unpaid Miscellaneous Charges
 - C. Assessment of Unpaid Improvement Charges
- IV. APPROVAL OF MINUTES**
- V. VISITORS**
 - A. Scheduling of Visitor Comments on Agenda Items
 - B. General Visitor Comments
- VI. APPROVAL OF CONSENT AGENDA ITEMS**
- VII. UNFINISHED BUSINESS**
 - A. Assessment of Unpaid Utility Charges
 - B. Assessment of Unpaid Miscellaneous Charges
 - C. Assessment of Unpaid Improvement Charges
- VIII. NEW BUSINESS**
 - A. Interfund Loan Authorization
 - B. Cable Television Franchise Renewals
 - C. Business License Applications
- IX. REPORTS**
 - A. MAYOR**
 - B. CITY ADMINISTRATOR**
 - 1. ICLV Visit
 - 2. Curbside Leaf Collection
 - 3. Others
- X. EXECUTIVE SESSION**
 - A. Resolution Calling For Closed Session
ADJOURN TO CLOSED SESSION in St. Peter Room
 - B. Closed Session For Land Purchase Negotiations
 - C. Closed Session To Discuss LELS No. 241 (Police) Union Negotiations
 - D. Closed Session To Discuss LELS No. 240 (Dispatch) Union Negotiations
 - E. Closed Session To Discuss Local No. 70 Streets Union Negotiations
 - F. Closed Session To Discuss Local No. 70 Parks Union Negotiations
 - G. Closed Session To Discuss Local No. 70 Utilities Union Negotiations
RETURN TO OPEN SESSION
- XI. ADJOURNMENT**

Office of the City Administrator
Todd Prafke



I. **CALL TO ORDER**

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

II. **APPROVAL OF AGENDA**

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

III. **PUBLIC HEARINGS**

A. **PUBLIC HEARING ON ASSESSMENT OF UNPAID UTILITY CHARGES**

A public hearing has been scheduled at this time to receive comment on the proposed assessment of unpaid utility charges. Notice of the public hearing has been duly published in the St. Peter Herald and affected property owners have been notified. Action to consider adoption of the proposed assessments will be considered under UNFINISHED BUSINESS.

B. **PUBLIC HEARING ON ASSESSMENT OF UNPAID MISCELLANEOUS CHARGES**

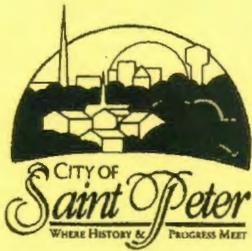
A public hearing has been scheduled at this time to receive comment on the proposed assessment of unpaid miscellaneous charges. Notice of the public hearing has been duly published in the St. Peter Herald and affected property owners have been notified. Action to consider adoption of the proposed assessments will be considered under UNFINISHED BUSINESS.

C. **PUBLIC HEARING ON ASSESSMENT OF UNPAID IMPROVEMENT CHARGES**

A public hearing has been scheduled at this time to receive comment on the proposed assessment of unpaid improvement charges. Notice of the public hearing has been duly published in the St. Peter Herald and affected property owners have been notified. Action to consider adoption of the proposed assessments will be considered under UNFINISHED BUSINESS.

IV. **APPROVAL OF MINUTES**

A copy of the minutes of the November 9, 2015 regular City Council meeting is provided. A MOTION is in order.



V. VISITORS

A. Scheduling of Visitor Comments On Agenda Items

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

B. General Visitor Comments

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

VI. APPROVAL OF CONSENT AGENDA ITEMS

The consent agenda, including approval of the schedule of disbursements for November 5, 2015 through November 18, 2015 is attached. Please see the attached staff reports and RESOLUTION.

VII. UNFINISHED BUSINESS

A. ADOPTION OF A RESOLUTION APPROVING ASSESSMENT OF UNPAID UTILITY CHARGES

Following the public hearing, it is appropriate to consider action on the proposed assessment of unpaid utility charges. Please see the attached staff report and RESOLUTION.

B. ADOPTION OF A RESOLUTION APPROVING ASSESSMENT OF UNPAID MISCELLANEOUS CHARGES

Following the public hearing, it is appropriate to consider action on the proposed assessment of unpaid miscellaneous charges. Please see the attached staff report and RESOLUTION.

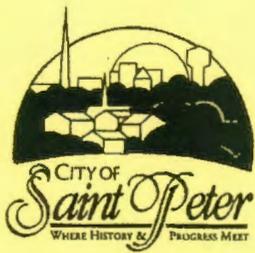
C. ADOPTION OF A RESOLUTION APPROVING ASSESSMENT OF UNPAID IMPROVEMENT CHARGES

Following the public hearing, it is appropriate to consider action on the proposed assessment of unpaid improvement charges for which the property owners signed waivers of assessment agreements. Please see the attached staff report and RESOLUTION.

VIII. NEW BUSINESS

A. ADOPTION OF A RESOLUTION APPROVING INTERFUND LOAN

Staff recommends adoption of a resolution as required under State Statute that would authorize an interfund loan to finance expenses associated with developing a housing subdivision. The action would



provide authorization for funding these expenses from the General Fund until proceeds from tax increments generated by Tax Increment Financing District No. 1-10 are available. Please see the attached staff report and RESOLUTION.

B. ADOPTION OF A RESOLUTION APPROVING SIX MONTH EXTENSION FOR CABLE TELEVISION FRANCHISE AGREEMENT

Staff recommends approval of a six month extension for the cable television franchise agreement between the City and Consolidated Communications (formerly known as Crystal Communications and HickoryTech). Please see the attached staff report and RESOLUTION.

C. ADOPTION OF A RESOLUTION APPROVING BUSINESS LICENSES

Background investigations have been completed on applicants for new business licenses. Nothing has been found that would prohibit issuance of the licenses. Please see the attached staff report and RESOLUTION.

IX. REPORTS

A. MAYOR

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

B. CITY ADMINISTRATOR

1. REPORT ON INTERCITY LEADERSHIP VISIT TO COLUMBIA, MISSOURI

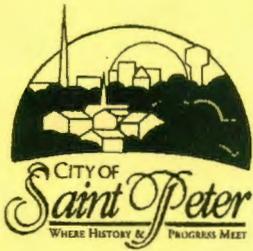
A report will be provided at this time on Councilmember Carlin, City Administrator Prafke, and Community Development Director Wille's participation in the ICLV trip to Columbia, Missouri.

2. REPORT ON CURBSIDE LEAF COLLECTION

A report will be provided at this time on the City's curbside leaf collection program.

3. OTHERS

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



X. EXECUTIVE SESSION

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

State law allows for public meetings to be closed to discuss certain topics. Staff recommends the meeting be closed at this time to discuss land purchase negotiations and union contract negotiations between the City and the International Union of Operating Engineers Local 70 (Streets, Parks, and Utilities) and Law Enforcement Labor Services Local No. 241 (Police Officers) and 240 (Communications Technicians). Please see the attached RESOLUTION.

ADJOURN TO CLOSED SESSION IN THE ST. PETER ROOM

B. DISCUSSION OF LAND PURCHASE NEGOTIATIONS

Discussion will take place at this time regarding land purchase negotiations.

C. DISCUSSION OF STREETS UNION NEGOTIATIONS

Discussion will take place at this time regarding union negotiations between the City and International Union of Operating Engineers Local No. 70 (Streets).

D. DISCUSSION OF PARKS UNION NEGOTIATIONS

Discussion will take place at this time regarding union negotiations between the City and International Union of Operating Engineers Local No. 70 (Parks).

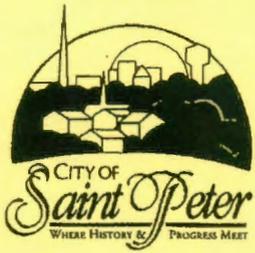
E. DISCUSSION OF UTILITIES UNION NEGOTIATIONS

Discussion will take place at this time regarding union negotiations between the City and International Union of Operating Engineers Local No. 70 (Utilities).

F. DISCUSSION OF POLICE OFFICER UNION NEGOTIATIONS

Discussion will take place at this time regarding union negotiations between the City and Law Enforcement Labor Services Local No. 241 (Police Officers).

G. DISCUSSION OF COMMUNICATION TECHNICIAN UNION NEGOTIATIONS



CITY COUNCIL
AGENDA MEMORANDUM 15-22
REGULAR MEETING OF NOVEMBER 23, 2015
7:00 P.M.

Discussion will take place at this time regarding union negotiations between the City and Law Enforcement Labor Services Local No. 241 (Communication Technicians).

RETURN TO OPEN SESSION

XI. ADJOURNMENT

Office of the City Administrator
Todd Prafke

CITY OF SAINT PETER, MINNESOTA

PUBLIC HEARING PROCESS AND PROCEDURES

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

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

The public hearing will be conducted in the following manner:

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

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

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

CITY OF SAINT PETER, MINNESOTA

OFFICIAL PROCEEDINGS

**MINUTES OF THE CITY COUNCIL MEETING
NOVEMBER 9, 2015**

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Saint Peter was conducted in the Governors' Room of the Community Center on November 9, 2015.

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

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

Approval of Minutes – A motion was made by Brand, seconded by Zieman, to approve the minutes of the October 26, 2015 regular City Council meeting. Councilmember Brand corrected the spelling of the name of a speaker at the meeting. With all in favor, the motion carried and the minutes were approved as corrected. A complete copy of the minutes of the October 26, 2015 regular City Council meeting is contained in the City Administrator's book entitled Council Proceedings 19.

A motion was made by Zieman, seconded by Parras, to approve the minutes of the November 2, 2015 special City Council meeting. With all in favor, the motion carried and the minutes were approved. A complete copy of the minutes of the November 2, 2015 special City Council meeting is contained in the City Administrator's book entitled Council Proceedings 19.

Visitors – Representatives from the Minnesota Section of the American Water Works Association (AWWA) presented the Leonard N. Thompson award to City Public Works Director Pete Moulton in recognition of his dedication to the water industry and the City of Saint Peter, and promotion of quality drinking water. Mayor Strand and members of the City Council congratulated Moulton on his award. The meeting recessed at 7:06 p.m. to allow the City Council and family members to take photographs with the award winner. The meeting was called back into session at 7:09 p.m.

Consent Agenda – In motion by Zieman, seconded by Brand, Resolution No. 2015-146 entitled, "Resolution Approving Consent Agenda" was introduced. With all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2015-146 is contained in the City Administrator's book entitled Council Resolutions 20.

Washington Avenue Link Project Part 2 – Public Works Director Moulton recommended approval of a supplemental agreement in the amount of \$4,136 and final acceptance of the project as completed with authorization to make final payment in the amount of \$161,904.66 to the contractor. Moulton noted that the final project amount of \$2,594,866.11 (which included the supplemental agreement and a previous change order) was \$35,000 below the bid amount. In motion by Kvamme, seconded by Parras, Resolution No. 2015-147 entitled "Resolution Recommending Approval Of Supplemental Agreement Number One For The Washington Avenue Link Project Part 2", was introduced. Upon roll call, with all in favor, the Resolution was

declared passed and adopted. A complete copy of Resolution No. 2015-147 is contained in the City Administrator's book entitled Council Resolutions 20.

In motion by Kvamme, seconded by Brand, Resolution No. 2015-148 entitled "Resolution Recommending Acceptance Of Washington Avenue Link Project Part 2 And Authorizing Final Payment To The Contractor", was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2015-148 is contained in the City Administrator's book entitled Council Resolutions 20.

Donation Acceptance For Jefferson Fields – Public Works Director Moulton recommended acceptance of a donation from two local softball associations for installation of an irrigation system on Field #3 at Jefferson Park at an approximate cost of \$7,400. Moulton indicated Greencare would install the system after which it would be turned over to the City who will pay for annual maintenance and upkeep on the system. In motion by Zieman, seconded by Parras, Resolution No. 2015-149 entitled "Resolution Accepting Donations From St. Peter Men's Adult Softball And St. Peter Girls Fastpitch Softball Associations", was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2015-149 is contained in the City Administrator's book entitled Council Resolutions 20.

Magner Farm Second Subdivision Final Plat – Finance Director O'Connell requested approval of the final plat of Magner Farm Second Subdivision which identifies the subdivision being split into two lots; one owned by the School District #508 for development of the new High School and the other owned by the City of Saint Peter for development of a new City park. In motion by Kvamme, seconded by Brand, Resolution No. 2015-150 entitled "Resolution Approving Final Plat Of Magner Farm Second Subdivision", was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2015-150 is contained in the City Administrator's book entitled Council Resolutions 20.

Canvass of November 3, 2015 General Election – In motion by Brand, seconded by Grams, Resolution No. 2015-151 entitled "Resolution Canvassing 2015 Municipal Election Returns", was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2015-151 is contained in the City Administrator's book entitled Council Resolutions 20.

Production Assistant Position Description Modification – Finance Director O'Connell requested approval for modification to the position description for Production Assistant. In motion by Kvamme, seconded by Zieman, Resolution No. 2015-152 entitled "Resolution Approving Modifications To Position Description For Production Assistant", was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2015-152 is contained in the City Administrator's book entitled Council Resolutions 20.

Vista View/Podawiltz Development Conduit Loan Request – Finance Director O'Connell requested a public hearing be scheduled for December 14, 2015 regarding a request by Vista View LLC for the City to serve as a conduit issuer for \$2,000,000 in improvement bonds as allowed under State Statute. O'Connell noted the resolution also provided preliminary support for issuance of the bonds and noted the City had provided the same service in the past. Councilmember Brand questioned whether the City would be liable for any costs related to the action. O'Connell reported that no City funds would be used or encumbered for the issuance. Councilmember Kvamme stated his belief that the Vista View project was "a wonderful investment in our community". In motion by Parras, seconded by Brand, Resolution No. 2015-

153 entitled "Resolution Calling For Public Hearing On Proposal For A Housing Finance Program And Giving Preliminary Approval To The Issuance Of Housing Facility Revenue Bonds To Finance A Multi-Family Housing Project Pursuant To Minnesota Law, And Authorizing The Publication Of A Notice Of The Hearing", was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2015-153 is contained in the City Administrator's book entitled Council Resolutions 20.

Windsor Pond Easement Vacation Request – Public Works Director Moulton presented the Planning Commission's recommendation for approval of a request to vacate the interior easement between Lots Five and Six, Block 2 of the Windsor Pond Second Addition. Moulton noted the properties were being sold and the new property owner wished to construct a home across the property lines. Moulton noted the resolution was written to make the easement vacation contingent upon the excess water and sewer lines being removed at the expense of the property owner and a building permit being issued by the City. In motion by Kvamme, seconded by Grams, Resolution No. 2015-154 entitled "Resolution Providing For The Vacation Of The Interior Easement Between Lots Five And Six, Block Two, Windsor Pond Second Addition", was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2015-154 is contained in the City Administrator's book entitled Council Resolutions 20.

Hospital Project: Modification of On-Call Room – Hospital CEO Rohrich addressed the City Council to request authorization for renovation of a former nursery space into an on-call room. Rohrich reminded Councilmembers that the Hospitalist was currently using one of the patient rooms as an on-call room which removed that room from any revenue producing activities and the Commission has recommended remodeling an unused space to free up the patient room. Rohrich indicated sealed bids for the project has been received by the general contractor and the actual project price was \$82,900 (as opposed to the price of \$80,300 included in the Council packet). Rohrich also noted the hospital has been at capacity many times recently and based on all beds being utilized, the expected return on investment for the project was two months. Rohrich further stated that increased use of the hospital had led to additional discussion about a future expansion to the hospital to provide up to 25 licensed beds. Rohrich also pointed out the renovation of the nursery space was expected to be completed by the end of the year and would also need to be approved by the Department of Health. In motion by Grams, seconded by Brand, Resolution No. 2015-155 entitled "Resolution Approving On-Call Room Project For River's Edge Hospital and Clinic", was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2015-155 is contained in the City Administrator's book entitled Council Resolutions 20.

Reports

Mayor's Report – Mayor Strand noted City Administrator Prafke, Councilmember Carlin, and Community Development Director Wille were absent as they were participating in the ICLV visit to Columbia, Missouri sponsored by Greater Mankato Growth.

Closed Session: Attorney-Client Privilege Discussion – City Attorney Brandt requested a closed session as allowed under State law to discuss threatened litigation covered under Attorney-Client privilege. In motion by Brand, seconded by Parras, Resolution No. 2015-156 entitled "Resolution Calling For Closed Session", was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2015-156 is contained in the City Administrator's book entitled Council Resolutions 20.

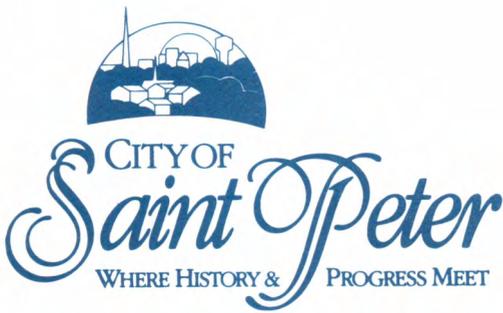
The City Council adjourned to closed session in the St. Peter Room at 7:44 p.m. for discussion of threatened litigation covered under Attorney-Client privilege. The Council returned to open session at 8:18 p.m.

There being no further business, a motion was made by Parras, seconded by Brand, to adjourn. With all in favor, the motion carried and the meeting adjourned at 8:19 p.m.

Timothy Strand
Mayor

ATTEST:

Todd Prafke
City Administrator



Memorandum

To: Todd Prafke
City Administrator

November 16, 2015

From: Pete Moulton
Director of Public Works

RE: 4/0 Wire for Inventory

Action:

Approved the purchase of 4/0 wire from WESCO of Des Moines, Iowa in the amount of \$2.156 per foot for inventory.

Background:

Formal written proposals were obtained from three vendors capable of supplying and delivering three spools (7,500' to 8,250') of 4/0 power cable to the utility. This is primary underground wire. The written proposals will be evaluated on a per foot basis because the cables will come in variable lengths on three spools each varying in length from 2,500' to 2,750'.

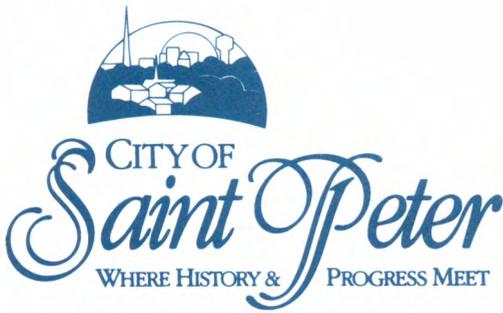
Written Proposal Summary:

<i>Vendor:</i>	<i>Price / Foot:</i>	<i>Length:</i>	<i>Delivery:</i>	<i>Total Cost:</i>
WESCO	\$2.156	7,500	\$0	\$16,170.00
RESCO	\$2.719	7,500	\$0	\$20,392.50
Border States	\$2.730	7,500	\$0	\$20,474.99

Staff recommends that the wire be purchased from WESCO of Des Moines, Iowa.

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

PM/amg



Memorandum

TO: Todd Prafke
City Administrator

DATE: 11/20/2015

FROM: Cindy Moulton
Administrative Secretary

RE: Business License Applications (Renewals)

ACTION/RECOMMENDATION

Provide approval for applications submitted for various renewal business license.

BACKGROUND

The City has received a variety of Temporary license applications for City Council approval.

The City has received two Temporary Gambling license applications. The St. Peter Ambassadors submitted a temporary gambling license application in order to hold a raffle at their annual fundraiser on February 6, 2016 at Johnson Hall.

The Rocky Mountain Elk Foundation has submitted a Temporary Gambling license application in order to hold a raffle at their annual fundraiser on February 20, 2016 at Johnson Hall.

The Church of St. Peter will be holding their annual fundraiser at Johnson Hall on March 19, 2016 and the Church has submitted the following temporary license applications in order to hold the event: Gambling, Soft Drink and On-Sale Liquor.

Please include consideration of these license applications on the November 23, 2015 City Council consent agenda.

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

CKM

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
NITA AASEN	2015 general election judg	GENERAL FUND	ELECTIONS	162.50
			TOTAL:	162.50
PAUL AASEN	2015 general election judg	GENERAL FUND	ELECTIONS	162.50
			TOTAL:	162.50
AFFILIATED CREDIT SERVICES	oct. collections	ELECTRIC FUND	CUSTOMER ACCOUNTS	79.67
			TOTAL:	79.67
AMERICAN RED CROSS	cpr 1st aid training reimb	GENERAL FUND	NON-DEPARTMENTAL	270.00
			TOTAL:	270.00
BATTERIES PLUS	ups battery	GENERAL FUND	PUBLIC WORKS ADMIN	211.96
			TOTAL:	211.96
MARILYN BEYER	2015 general election judg	GENERAL FUND	ELECTIONS	165.00
			TOTAL:	165.00
BOBCAT OF MANKATO	mower rental	GENERAL FUND	PARKS	2,058.00
			TOTAL:	2,058.00
BOLTON & MENK INC	staff mtgs	GENERAL FUND	STREETS	172.50
	dot cost participation mtg	GENERAL FUND	STREETS	150.00
	staff mtgs	GENERAL FUND	PARKS	138.00
	washington ave link	PERM IMPROVMENT RE	STREETS	718.00
	2016 gardner rd improvmt	WATER	CAPITAL-SOURCE OF SUPP	1,190.00
	2015 traverse rd san & wat	WATER	CAPITAL-WATER DISTRIBU	4,636.50
	staff mtgs	WATER	ADMIN AND GENERAL	69.00
	2015 traverse rd san & wat	WASTE WATER FUND	CAPITAL-COLLECTOR SYST	9,674.00
	staff mtgs	WASTE WATER FUND	ADMIN AND GENERAL	69.00
	staff mtgs	ENVIRON SERVICES F	ADMIN AND GENERAL	69.00
	staff mtgs	ELECTRIC FUND	ADMIN AND GENERAL	172.50
			TOTAL:	17,058.50
DENNY BOOREN	2015 general election judg	GENERAL FUND	ELECTIONS	162.25
			TOTAL:	162.25
BRIGETTE BOYER	2015 general election judg	GENERAL FUND	ELECTIONS	162.50
			TOTAL:	162.50
BRANDT LAW OFFICE	civil	GENERAL FUND	LEGAL SERVICES	3,415.00
	criminal	GENERAL FUND	LEGAL SERVICES	12,077.50
	round-a-bout	PERM IMPROVMENT RE	STREETS	37.50
	school	PARK LAND DEDICATI	PARKS	15.00
	new housing	HOUSING DISTRICT #	ECONOMIC DEVMT	1,672.50
	loan documents	ELECTRIC FUND	ADMIN AND GENERAL	79.99
	n. detention land	STORMWATER FUND	COLLECTIONS/LIFT STATI	90.00
			TOTAL:	17,387.49
BROWN/NICOLLET COMMUNITY HEALTH SERVIC	annual pool license for 20	GENERAL FUND	NON-DEPARTMENTAL	396.00
	2016 riverside campground	GENERAL FUND	NON-DEPARTMENTAL	142.56
			TOTAL:	538.56
TAMI CALDWELL	uniform reimb	GENERAL FUND	POLICE	43.21
			TOTAL:	43.21

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
EMILY CARPENTER	2015 general election judg	GENERAL FUND	ELECTIONS	160.00
			TOTAL:	160.00
CARQUEST AUTO PARTS STORES	camper top seal	GENERAL FUND	STREETS	5.70
	hose, fork, crimps	GENERAL FUND	STREETS	49.05
	camper top seal	GENERAL FUND	PARKS	5.70
	bearing bulb	WATER	DISTRIBUTION AND STORA	29.40
	camper top seal	WATER	DISTRIBUTION AND STORA	2.85
	camper top seal	WASTE WATER FUND	SOURCE/TREATMENT	2.85
	camper top seal	ENVIRON SERVICES F	REFUSE DISPOSAL	2.85
	adapter, switches	ENVIRON SERVICES F	REFUSE DISPOSAL	34.95
	camper top seal	ELECTRIC FUND	POWER DISTRIBUTION	5.70
	camper top seal	STORMWATER FUND	TREATMENT	2.84
			TOTAL:	141.89
HELEN L CHRISTIANSON	2015 general election judg	GENERAL FUND	ELECTIONS	112.50
			TOTAL:	112.50
CINTAS CORPORATION #754	shop rags	GENERAL FUND	STREETS	1.41
	shop rags	GENERAL FUND	PARKS	1.13
	shop rags	WATER	DISTRIBUTION AND STORA	0.57
	shop rags	WASTE WATER FUND	SOURCE/TREATMENT	0.57
	shop rags	ENVIRON SERVICES F	REFUSE DISPOSAL	0.56
	shop rags	ELECTRIC FUND	POWER DISTRIBUTION	1.41
	uniform cleaning	ELECTRIC FUND	ADMIN AND GENERAL	554.70
			TOTAL:	560.35
COLE PAPERS INC	tissue gloves cleaners	GENERAL FUND	MUNICIPAL BUILDING	486.39
	bags gloves tissues	GENERAL FUND	STREETS	88.09
	towels	GENERAL FUND	STREETS	38.06
	scrubs in a bucket	GENERAL FUND	STREETS	21.41
	wipes	GENERAL FUND	STREETS	33.41
	bags gloves tissues	GENERAL FUND	PARKS	88.09
	towels	GENERAL FUND	PARKS	38.06
	scrubs in a bucket	GENERAL FUND	PARKS	21.41
	wipes	GENERAL FUND	PARKS	33.41
	bags gloves tissues	WATER	DISTRIBUTION AND STORA	44.05
	towels	WATER	DISTRIBUTION AND STORA	19.03
	scrubs in a bucket	WATER	DISTRIBUTION AND STORA	10.71
	wipes	WATER	DISTRIBUTION AND STORA	16.71
	bags gloves tissues	WASTE WATER FUND	SOURCE/TREATMENT	44.05
	towels	WASTE WATER FUND	SOURCE/TREATMENT	19.03
	scrubs in a bucket	WASTE WATER FUND	SOURCE/TREATMENT	10.71
	wipes	WASTE WATER FUND	SOURCE/TREATMENT	16.71
	bags gloves tissues	ENVIRON SERVICES F	REFUSE DISPOSAL	44.05
	towels	ENVIRON SERVICES F	REFUSE DISPOSAL	19.03
	scrubs in a bucket	ENVIRON SERVICES F	REFUSE DISPOSAL	10.71
	wipes	ENVIRON SERVICES F	REFUSE DISPOSAL	16.71
	bags gloves tissues	ELECTRIC FUND	POWER DISTRIBUTION	88.09
	towels	ELECTRIC FUND	POWER DISTRIBUTION	38.06
	scrubs in a bucket	ELECTRIC FUND	POWER DISTRIBUTION	21.41
	wipes	ELECTRIC FUND	POWER DISTRIBUTION	33.41
	bags gloves tissues	STORMWATER FUND	TREATMENT	44.03
	towels	STORMWATER FUND	TREATMENT	19.03
	scrubs in a bucket	STORMWATER FUND	TREATMENT	10.69
	wipes	STORMWATER FUND	TREATMENT	16.71

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
			TOTAL:	<u>1,391.26</u>
CONSOLIDATED COMMUNICATIONS	oct phone service	GENERAL FUND	CITY ADMINISTRATION	76.56
	oct phone service	GENERAL FUND	CITY CLERK	15.14
	oct phone service	GENERAL FUND	FINANCE	119.18
	oct phone service	GENERAL FUND	MUNICIPAL BUILDING	7.08
	oct phone service	GENERAL FUND	POLICE	359.73
	oct phone service	GENERAL FUND	FIRE	151.54
	oct phone service	GENERAL FUND	BUILDING INSPECTOR	44.44
	oct phone service	GENERAL FUND	PUBLIC WORKS ADMIN	84.87
	oct phone service	GENERAL FUND	STREETS	51.50
	oct phone service	GENERAL FUND	SENIOR COORDINATOR	6.05
	oct phone service	GENERAL FUND	RECREATION/LEISURE SER	201.45
	oct phone service	GENERAL FUND	SWIMMING POOL	31.34
	oct phone service	GENERAL FUND	PARKS	92.98
	oct phone service	GENERAL FUND	ECONOMIC DEVMT	29.30
	oct phone service	LIBRARY FUND	LIBRARY	90.18
	oct phone service	PUBLIC ACCESS	PUBLIC ACCESS	15.17
	oct phone service	COMMUNITY CENTER	COMMUNITY CENTER	121.10
	oct phone service	WATER	ADMIN AND GENERAL	170.09
	oct phone service	WASTE WATER FUND	ADMIN AND GENERAL	194.43
	oct phone service	ENVIRON SERVICES F	ADMIN AND GENERAL	32.72
	oct phone service	ELECTRIC FUND	ADMIN AND GENERAL	148.46
	oct phone service	TRANSIT	TRANSIT/TRANSPORTATION	<u>50.03</u>
			TOTAL:	<u>2,093.34</u>
CREATIVE PLAY PLACE	234 lil' monster dash - fu	RESTRICTED CONTRIB	RECREATION/LEISURE SER	936.00
	online donation	RESTRICTED CONTRIB	RECREATION/LEISURE SER	<u>78.00</u>
			TOTAL:	<u>1,014.00</u>
CULLIGAN	solar salt spcc	COMMUNITY CENTER	COMMUNITY CENTER	<u>7.35</u>
			TOTAL:	<u>7.35</u>
DAKOTA SUPPLY GROUP	gaskets	WATER	DISTRIBUTION AND STORA	<u>62.93</u>
			TOTAL:	<u>62.93</u>
DANCE CONSERVATORY	dance program 28 stdnt '15	GENERAL FUND	RECREATION/LEISURE SER	<u>700.00</u>
			TOTAL:	<u>700.00</u>
ELAINE M. DESCHAIINE	2015 general election judg	GENERAL FUND	ELECTIONS	<u>165.00</u>
			TOTAL:	<u>165.00</u>
BANK OF THE WEST (DITCH WITCH)	late fees	ELECTRIC FUND	POWER DISTRIBUTION	<u>8.11</u>
			TOTAL:	<u>8.11</u>
CRAIG DRAGER	2015 general election judg	GENERAL FUND	ELECTIONS	<u>65.00</u>
			TOTAL:	<u>65.00</u>
DRANTELL SALES & SERVICE	bar wrench	ENVIRON SERVICES F	REFUSE DISPOSAL	<u>12.00</u>
			TOTAL:	<u>12.00</u>
PATRICIA DUENWALD	2015 general election judg	GENERAL FUND	ELECTIONS	<u>190.00</u>
			TOTAL:	<u>190.00</u>
PATRICK DUENWALD	2015 general election judg	GENERAL FUND	ELECTIONS	<u>162.50</u>
			TOTAL:	<u>162.50</u>

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
EARL F ANDERSEN INC	sign brackets	GENERAL FUND	STREETS	612.58
	9" name plates	GENERAL FUND	STREETS	<u>367.62</u>
	TOTAL:			980.20
ED'S PLUMBING	clean urinal drains	GENERAL FUND	STREETS	25.00
	clean urinal drains	GENERAL FUND	PARKS	20.00
	clean urinal drains	WATER	ADMIN AND GENERAL	10.00
	clean urinal drains	WASTE WATER FUND	ADMIN AND GENERAL	10.00
	clean urinal drains	ENVIRON SERVICES F	ADMIN AND GENERAL	10.00
	clean urinal drains	ELECTRIC FUND	ADMIN AND GENERAL	<u>25.00</u>
TOTAL:			100.00	
ELECTION SYSTEMS & SOFTWARE, INC	election programming charg	GENERAL FUND	ELECTIONS	<u>1,948.53</u>
	TOTAL:			1,948.53
EMERGENCY AUTOMOTIVE TECHNOLOGY, INC.	gunlock repair	GENERAL FUND	POLICE	<u>85.00</u>
	TOTAL:			85.00
FAMILY FRESH MARKET	staff training supplies	GENERAL FUND	CITY ADMINISTRATION	130.02
	election supplies	GENERAL FUND	ELECTIONS	27.51
	monthly staff meeting supp	GENERAL FUND	STREETS	7.16
	senior dance supplies	GENERAL FUND	SENIOR COORDINATOR	59.28
	monthly staff meeting supp	GENERAL FUND	PARKS	5.73
	monthly staff meeting supp	WATER	ADMIN AND GENERAL	2.86
	distilled water for lab ma	WASTE WATER FUND	SOURCE/TREATMENT	8.01
	monthly staff meeting supp	WASTE WATER FUND	ADMIN AND GENERAL	2.86
	monthly staff meeting supp	ENVIRON SERVICES F	ADMIN AND GENERAL	2.87
	monthly staff meeting supp	ELECTRIC FUND	ADMIN AND GENERAL	7.16
	halloween fun run refreshm	RESTRICTED CONTRIB	RECREATION/LEISURE SER	32.35
	halloween fun run supplies	RESTRICTED CONTRIB	RECREATION/LEISURE SER	<u>15.96</u>
	TOTAL:			301.77
FASTENAL COMPANY	bolts for sign shop	GENERAL FUND	STREETS	18.28
	welding safety glasses	GENERAL FUND	STREETS	3.14
	welding safety glasses	GENERAL FUND	PARKS	2.51
	welding safety glasses	WATER	ADMIN AND GENERAL	1.26
	welding safety glasses	WASTE WATER FUND	ADMIN AND GENERAL	1.26
	welding safety glasses	ENVIRON SERVICES F	ADMIN AND GENERAL	1.25
	welding safety glasses	ELECTRIC FUND	ADMIN AND GENERAL	<u>3.14</u>
	TOTAL:			30.84
FERGUSON ENTERPRISES, INC.	pool gaskets	GENERAL FUND	SWIMMING POOL	<u>325.00</u>
	TOTAL:			325.00
FIRST LUTHERAN CHURCH	c & i rebate	ELECTRIC FUND	NON-DEPARTMENTAL	<u>264.00</u>
	TOTAL:			264.00
FIRST SECURITY BANK - SLEEPY EYE	2009 a spcc refunding bond	COMMUNITY CENTER B	DEBT SERVICE PAYMENTS	225,000.00
	2009 a spcc refunding bond	COMMUNITY CENTER B	DEBT SERVICE PAYMENTS	<u>29,527.50</u>
	TOTAL:			254,527.50
JAIDE FONDIE	2015 general election judg	GENERAL FUND	ELECTIONS	<u>162.50</u>
	TOTAL:			162.50
FREEDOM VALUE CENTERS, INC.	oct fuel	GENERAL FUND	POLICE	62.90
	oct fuel	WATER	DISTRIBUTION AND STORA	23.27

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	oct fuel	WASTE WATER FUND	SOURCE/TREATMENT	53.26
	oct fuel	TRANSIT	TRANSIT/TRANSPORTATION	<u>2,618.64</u>
			TOTAL:	2,758.07
BOB GENELIN	2015 general election judg	GENERAL FUND	ELECTIONS	<u>165.00</u>
			TOTAL:	165.00
GENESIS	oct fuel	GENERAL FUND	FIRE	95.68
	oct fuel	GENERAL FUND	PUBLIC WORKS ADMIN	14.43
	oct fuel	GENERAL FUND	STREETS	1,085.97
	oct fuel	GENERAL FUND	PARKS	416.92
	oct fuel	WATER	DISTRIBUTION AND STORA	17.03
	oct fuel	WASTE WATER FUND	BIOSOLIDS	287.91
	oct fuel	WASTE WATER FUND	COLLECTOR/LIFT STAT	155.14
	oct fuel	ENVIRON SERVICES F	REFUSE DISPOSAL	931.84
	oct fuel	ELECTRIC FUND	POWER DISTRIBUTION	224.84
	oct fuel	STORMWATER FUND	TREATMENT	<u>16.45</u>
			TOTAL:	3,246.21
GOODTIMES MANUFACTURING	basketball jerseys jr jamm	GENERAL FUND	RECREATION/LEISURE SER	217.00
	basketball jerseys jr jamm	RESTRICTED CONTRIB	RECREATION/LEISURE SER	<u>217.00</u>
			TOTAL:	434.00
GOPHER STATE ONE-CALL INC	oct. goph state one calls	WATER	DISTRIBUTION AND STORA	177.86
	oct. goph state one calls	WASTE WATER FUND	COLLECTOR/LIFT STAT	177.86
	oct. goph state one calls	ELECTRIC FUND	POWER DISTRIBUTION	<u>178.08</u>
			TOTAL:	533.80
DONNA J GREEN	2015 general election judg	GENERAL FUND	ELECTIONS	<u>165.00</u>
			TOTAL:	165.00
GUSTAVUS ADOLPHUS COLLEGE	fun run benefit gac track&	RESTRICTED CONTRIB	RECREATION/LEISURE SER	<u>270.00</u>
			TOTAL:	270.00
GUSTAVUS ADOLPHUS COLLEGE P.O.	oct postage	GENERAL FUND	CITY ADMINISTRATION	23.60
	oct postage	GENERAL FUND	CITY CLERK	3.21
	oct postage	GENERAL FUND	ELECTIONS	9.85
	oct postage	GENERAL FUND	FINANCE	162.78
	oct postage	GENERAL FUND	POLICE	26.51
	oct postage	GENERAL FUND	FIRE	1.29
	oct postage	GENERAL FUND	BUILDING INSPECTOR	6.88
	oct postage	GENERAL FUND	PUBLIC WORKS ADMIN	1.07
	oct postage	GENERAL FUND	RECREATION/LEISURE SER	4.82
	oct postage	GENERAL FUND	PARKS	1.07
	oct postage	GENERAL FUND	ECONOMIC DEVMT	15.37
	oct postage	LIBRARY FUND	LIBRARY	2.14
	oct postage	COMMUNITY CENTER	COMMUNITY CENTER	2.68
	oct postage	WATER	ADMIN AND GENERAL	13.82
	oct postage	WATER	CUSTOMER ACCOUNTS	110.64
	oct postage	WASTE WATER FUND	ADMIN AND GENERAL	7.30
	oct postage	WASTE WATER FUND	CUSTOMER ACCOUNTS	110.64
	oct postage	ENVIRON SERVICES F	ADMIN AND GENERAL	0.54
	oct postage	ENVIRON SERVICES F	CUSTOMER ACCOUNTS	110.64
	oct postage	ELECTRIC FUND	ADMIN AND GENERAL	9.14
	oct postage	ELECTRIC FUND	CUSTOMER ACCOUNTS	110.64
	oct postage	STORMWATER FUND	ADMINISTRATION AND GEN	6.86

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	oct postage	TRANSIT	TRANSIT/TRANSPORTATION	9.10
			TOTAL:	750.59
H & L MESABI	cutting edges	GENERAL FUND	STREETS	8,325.34
			TOTAL:	8,325.34
JOHN HALL	2015 general election judg	GENERAL FUND	ELECTIONS	190.00
			TOTAL:	190.00
HAMEISTER, LORI ANN	babysitter's training	GENERAL FUND	RECREATION/LEISURE SER	440.00
			TOTAL:	440.00
MARY ANN HANSON	2015 general election judg	GENERAL FUND	ELECTIONS	162.50
			TOTAL:	162.50
DIANE HARMS	2015 general election judg	GENERAL FUND	ELECTIONS	182.50
			TOTAL:	182.50
MARYANN HARTY	2015 general election judg	GENERAL FUND	ELECTIONS	205.00
			TOTAL:	205.00
HAWKINS, INC.	bleach caustic soda	WATER	PURIFICATION AND TREAT	2,790.67
			TOTAL:	2,790.67
GERALDINE HILDEBRANDT	2015 general election judg	GENERAL FUND	ELECTIONS	182.50
			TOTAL:	182.50
HOLIDAY COMMERCIAL	oct fuel	COMMUNITY CENTER	COMMUNITY CENTER	56.65
			TOTAL:	56.65
IMPACT POWER TECHNOLOGIES	postage	WATER	CUSTOMER ACCOUNTS	380.13
	printing	WATER	CUSTOMER ACCOUNTS	161.09
	postage	WASTE WATER FUND	CUSTOMER ACCOUNTS	380.13
	printing	WASTE WATER FUND	CUSTOMER ACCOUNTS	161.09
	postage	ENVIRON SERVICES F	CUSTOMER ACCOUNTS	380.11
	printing	ENVIRON SERVICES F	CUSTOMER ACCOUNTS	161.09
	postage	ELECTRIC FUND	CUSTOMER ACCOUNTS	380.13
	flyer	ELECTRIC FUND	CUSTOMER ACCOUNTS	170.01
	advertising	ELECTRIC FUND	CUSTOMER ACCOUNTS	151.31
	printing	ELECTRIC FUND	CUSTOMER ACCOUNTS	161.07
			TOTAL:	2,486.16
INGRAM BOOK COMPANY	new library materials	LIBRARY FUND	LIBRARY	640.50
			TOTAL:	640.50
BRENDA ISLEY	wellness program- health 1	RESTRICTED CONTRIB	NON-DEPARTMENTAL	191.86
			TOTAL:	191.86
RAYMOND JACOBSON	2015 general election judg	GENERAL FUND	ELECTIONS	180.00
			TOTAL:	180.00
KIND VETERINARY CLINIC PA	oct animal care	GENERAL FUND	COMMUNITY SERVICE	837.60
			TOTAL:	837.60
KWIK TRIP INC	oct fuel	GENERAL FUND	POLICE	1,260.24
	oct fuel	GENERAL FUND	BUILDING INSPECTOR	51.63

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	oct fuel	GENERAL FUND	PARKS	269.98
			TOTAL:	1,581.85
THOMAS LEONHARDT	2015 general election judg	GENERAL FUND	ELECTIONS	175.00
			TOTAL:	175.00
LELIA LEONHARDT	2015 general election judg	GENERAL FUND	ELECTIONS	62.50
			TOTAL:	62.50
LEXIS NEXIS	oct subscription	GENERAL FUND	POLICE	100.00
			TOTAL:	100.00
LJP ENTERPRISES INC	oct waste & recycle	COMMUNITY CENTER	COMMUNITY CENTER	444.46
	oct waste & recycle	WATER	PURIFICATION AND TREAT	99.43
	oct waste & recycle	WASTE WATER FUND	SOURCE/TREATMENT	218.29
	oct waste & recycle	ENVIRON SERVICES F	REFUSE DISPOSAL	899.29
	october 2015 refuse pickup	ENVIRON SERVICES F	REFUSE DISPOSAL	19,462.20
			TOTAL:	21,123.67
LOCATORS & SUPPLIES, INC.	safety vests	GENERAL FUND	STREETS	32.48
	safety vests	GENERAL FUND	PARKS	25.99
	safety vests	WATER	ADMIN AND GENERAL	12.99
	safety vests	WASTE WATER FUND	ADMIN AND GENERAL	12.99
	safety vests	ENVIRON SERVICES F	ADMIN AND GENERAL	13.00
	safety vests	ELECTRIC FUND	ADMIN AND GENERAL	32.48
			TOTAL:	129.93
NANCY LUKER	2015 general election judg	GENERAL FUND	ELECTIONS	177.50
			TOTAL:	177.50
MADDEN, GALANTER, HANSEN, LLP	oct labor relations servic	GENERAL FUND	CITY ADMINISTRATION	148.66
			TOTAL:	148.66
MARCO, INC.	city hall copier	GENERAL FUND	CITY ADMINISTRATION	49.16
	city hall copier	GENERAL FUND	CITY CLERK	49.15
	city hall copier	GENERAL FUND	FINANCE	32.77
	city hall copier	GENERAL FUND	POLICE	26.22
	city hall copier	GENERAL FUND	BUILDING INSPECTOR	13.11
	city hall copier	GENERAL FUND	PUBLIC WORKS ADMIN	6.55
	city hall copier	GENERAL FUND	ECONOMIC DEVMT	3.27
	city hall copier	WATER	ADMIN AND GENERAL	29.50
	city hall copier	WASTE WATER FUND	ADMIN AND GENERAL	29.50
	city hall copier	ELECTRIC FUND	ADMIN AND GENERAL	88.49
			TOTAL:	327.72
MARY'S FLOWERS	sympathy flowers	GENERAL FUND	PARKS	74.81
			TOTAL:	74.81
MATHESON TRI-GAS INC	nitrogen	GENERAL FUND	STREETS	2.40
	nitrogen	GENERAL FUND	PARKS	2.40
	nitrogen	WATER	DISTRIBUTION AND STORA	1.20
	nitrogen	WASTE WATER FUND	SOURCE/TREATMENT	1.20
	nitrogen	ENVIRON SERVICES F	REFUSE DISPOSAL	1.20
	nitrogen	ELECTRIC FUND	POWER DISTRIBUTION	2.40
	nitrogen	STORMWATER FUND	TREATMENT	1.20
			TOTAL:	12.00

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
MCGRANN SHEA CARNIVAL STRAUGHN & LAMB,	new school electric territ	ELECTRIC FUND	ADMIN AND GENERAL	167.50
			TOTAL:	167.50
MCHUGH, BRENDA	tds common reads meeting	LIBRARY FUND	LIBRARY	13.80
			TOTAL:	13.80
MENARDS	vent covers	GENERAL FUND	PARKS	8.90
			TOTAL:	8.90
METRO JANITORIAL SUPPLY INC.	floor cleaner	COMMUNITY CENTER	COMMUNITY CENTER	289.33
			TOTAL:	289.33
METRO SALES INC	community/ rec copier	GENERAL FUND	RECREATION/LEISURE SER	184.63
	community/ rec copier	COMMUNITY CENTER	COMMUNITY CENTER	184.63
			TOTAL:	369.26
WARREN MICHELS	2015 general election judg	GENERAL FUND	ELECTIONS	177.50
			TOTAL:	177.50
MID-AMERICA SPORTS ADVANTAGE	markers ball fields	GENERAL FUND	PARKS	99.85
			TOTAL:	99.85
LEONA MILLER	2015 general election judg	GENERAL FUND	ELECTIONS	162.50
			TOTAL:	162.50
MISC VENDOR	ABC WINDOW CLEANING SU	75' rope retured 50' of th	ENVIRON SERVICES F ADMIN AND GENERAL	28.50
	BRACKEY, JOANNE	training passenger assist	TRANSIT TRANSIT/TRANSPORTATION	175.32
	D&K POWDER COATING	#48 powder coat box/covers	GENERAL FUND STREETS	153.84
	GIRL SCOUT TROOP #3408	refund registration team m	RESTRICTED CONTRIB RECREATION/LEISURE SER	14.00
	MILLER, DIANA	refund registration for ha	RESTRICTED CONTRIB RECREATION/LEISURE SER	25.00
	NYGARD, MARIAN	2015 general election judg	GENERAL FUND ELECTIONS	162.50
	THE KITCHEN	fun run donations	RESTRICTED CONTRIB RECREATION/LEISURE SER	66.00
	WALSH, SANDY	children's book gift of th	LIBRARY FUND LIBRARY	12.95
	WALTER, SHIRLEY	2015 general election judg	GENERAL FUND ELECTIONS	162.50
	ZABEL, BRIAN	class a drivers license re	WASTE WATER FUND ADMIN AND GENERAL	45.25
			TOTAL:	845.86
MN IRON & METAL COMPANY	cold roll round stock	GENERAL FUND	STREETS	435.00
			TOTAL:	435.00
MN POLLUTION CONTROL AGENCY	zabel ww registration	WASTE WATER FUND	ADMIN AND GENERAL	300.00
			TOTAL:	300.00
MN WASTE PROCESSING	october disposal	ENVIRON SERVICES F	REFUSE DISPOSAL	13,080.13
			TOTAL:	13,080.13
PETE MOULTON	mileage 10/26-11/6	WATER	ADMIN AND GENERAL	175.95
	mileage 10/26-11/6	ELECTRIC FUND	ADMIN AND GENERAL	120.75
	mileage 10/26-11/6	STORMWATER FUND	ADMINISTRATION AND GEN	9.78
			TOTAL:	306.48
NICOLLET CTY PUBLIC HEALTH	senior center monthly cont	GENERAL FUND	SENIOR COORDINATOR	2,441.40
	sr ctr sep-oct newsletter	GENERAL FUND	SENIOR COORDINATOR	150.10
	sr ctr nov-dec newsletter	GENERAL FUND	SENIOR COORDINATOR	143.99
			TOTAL:	2,735.49

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
NICOLLET COUNTY SOCIAL SERVICES	daycare county fee	GENERAL FUND	MAYOR & COUNCIL	150.00
			TOTAL:	150.00
NICOLLET COUNTY BANK	oct ach fees	GENERAL FUND	FINANCE	10.27
	oct ach fees	WATER	ADMIN AND GENERAL	2.57
	oct ach fees	WATER	CUSTOMER ACCOUNTS	13.69
	oct ach fees	WASTE WATER FUND	ADMIN AND GENERAL	2.57
	oct ach fees	WASTE WATER FUND	CUSTOMER ACCOUNTS	13.69
	oct ach fees	ENVIRON SERVICES F	ADMIN AND GENERAL	2.57
	oct ach fees	ENVIRON SERVICES F	CUSTOMER ACCOUNTS	13.69
	oct ach fees	ELECTRIC FUND	ADMIN AND GENERAL	2.57
	oct ach fees	ELECTRIC FUND	CUSTOMER ACCOUNTS	13.68
			TOTAL:	75.30
NIELSEN BLACKTOPPING, LLC	423 & 429 wabasha alley en	GENERAL FUND	STREETS	1,757.50
	423 & 429 wabasha alley en	PERM IMPROVMENT RE	STREETS	9,918.00
	423 & 429 wabasha alley en	PERM IMPROVMENT RE	STREETS	1,757.50
			TOTAL:	13,433.00
NORTH CENTRAL BUS SALES	wheelchair equipment	TRANSIT	TRANSIT/TRANSPORTATION	127.77
			TOTAL:	127.77
NORTH CENTRAL INTERNATIONAL	#38 spring, bolt, pins	GENERAL FUND	STREETS	714.57
	#38 bracket, pin, brushing	GENERAL FUND	STREETS	390.72
	#112 air filter	GENERAL FUND	STREETS	18.79
			TOTAL:	1,124.08
PET EXPO DIST.	routine aquarium maintenanc	LIBRARY FUND	LIBRARY	62.50
			TOTAL:	62.50
DARRELL PETTIS	mn state fire chiefs confe	GENERAL FUND	FIRE	670.32
			TOTAL:	670.32
ASHLEY PRAX	2015 general election judg	GENERAL FUND	ELECTIONS	64.50
			TOTAL:	64.50
PRIDE HEATING, COOLING & REFRIGERATION	heating preventative maint	LIBRARY FUND	LIBRARY	325.00
	a/c emergency repair	LIBRARY FUND	LIBRARY	548.61
	ac fan repairs	LIBRARY FUND	LIBRARY	1,380.39
			TOTAL:	2,254.00
QUICK MART ST PETER	oct fuel	GENERAL FUND	POLICE	610.31
			TOTAL:	610.31
QUILL	children's supplies	LIBRARY FUND	LIBRARY	26.99
			TOTAL:	26.99
RACE PLACE CHIP TIMING	halloween fun run timing s	RESTRICTED CONTRIB	RECREATION/LEISURE SER	2,989.00
			TOTAL:	2,989.00
RADIO MANKATO	halloween fun run radio ad	RESTRICTED CONTRIB	RECREATION/LEISURE SER	955.00
			TOTAL:	955.00
RED WING SHOE STORE	safety boots j. powers	GENERAL FUND	STREETS	178.49
	safety boots - two - holla	GENERAL FUND	PARKS	301.73
			TOTAL:	480.22

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
MEGAN ROACH	2015 general election judg	GENERAL FUND	ELECTIONS	<u>162.50</u>
			TOTAL:	162.50
ROCHESTER MIDLAND CORPORATION	restroom supplies	LIBRARY FUND	LIBRARY	15.20
	restroom supplies	COMMUNITY CENTER	COMMUNITY CENTER	<u>60.81</u>
			TOTAL:	76.01
ROYAL TIRE, INC	#66 tires	ELECTRIC FUND	POWER DISTRIBUTION	515.52
	tire #21 disposal	ELECTRIC FUND	POWER DISTRIBUTION	<u>56.00</u>
			TOTAL:	571.52
RYAN ELECTRIC OF ST PETER	fix gym lights	COMMUNITY CENTER	COMMUNITY CENTER	982.16
	load management meters	ELECTRIC FUND	CAPITAL-DISTRIBUTION S	<u>595.06</u>
			TOTAL:	1,577.22
SAM'S CLUB	senior and comm center sup	GENERAL FUND	SENIOR COORDINATOR	14.86
	supplies for rec programs	GENERAL FUND	RECREATION/LEISURE SER	63.69
	create-a-camp supplies	GENERAL FUND	RECREATION/LEISURE SER	40.66
	senior and comm center sup	COMMUNITY CENTER	COMMUNITY CENTER	62.76
	comm ctr supplies	COMMUNITY CENTER	COMMUNITY CENTER	13.83
	concessions for ttf youth	YOUTH CENTER GRANT	YOUTH CENTER	<u>114.78</u>
			TOTAL:	310.58
RITA SCHEFF	2015 general election judg	GENERAL FUND	ELECTIONS	<u>122.50</u>
			TOTAL:	122.50
MAUREEN R SCHOLL	2015 general election judg	GENERAL FUND	ELECTIONS	<u>65.00</u>
			TOTAL:	65.00
AMBER SCHOTT	winter jacket	GENERAL FUND	POLICE	<u>123.83</u>
			TOTAL:	123.83
GREG SEITZER	2015 general election judg	GENERAL FUND	ELECTIONS	<u>182.50</u>
			TOTAL:	182.50
SHOPKO STORES OPERATING CO., LLC	youth ctr cord & alarm	GENERAL FUND	RECREATION/LEISURE SER	<u>25.28</u>
			TOTAL:	25.28
CAROL SOLBERG	2015 general election judg	GENERAL FUND	ELECTIONS	<u>182.50</u>
			TOTAL:	182.50
BEVERLY SOMMERS	2015 general election judg	GENERAL FUND	ELECTIONS	<u>162.50</u>
			TOTAL:	162.50
SOUTHERN MN MUNICIPAL POWER AGENCY	smmpa purchased power	ELECTRIC FUND	POWER SUPPLY	<u>544,270.00</u>
			TOTAL:	544,270.00
ST PETER AREA FOOD SHELF	2015 rec halloween fun run	RESTRICTED CONTRIB	RECREATION/LEISURE SER	<u>88.00</u>
			TOTAL:	88.00
ST PETER HERALD	thank you ad for paws walk	RESTRICTED CONTRIB	COMMUNITY SERVICE	<u>628.83</u>
			TOTAL:	628.83
ST PETER LUMBER CO	shelving for pd	GENERAL FUND	POLICE	43.33
	board	GENERAL FUND	PARKS	6.29
	plumbing parts, floor glue	COMMUNITY CENTER	COMMUNITY CENTER	<u>12.24</u>

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
			TOTAL:	<u>61.86</u>
STAPLES ADVANTAGE	copy paper calculator ribb	GENERAL FUND	CITY ADMINISTRATION	58.90
	copy paper calculator ribb	GENERAL FUND	CITY CLERK	58.90
	copy paper calculator ribb	GENERAL FUND	FINANCE	39.27
	copy paper calculator ribb	GENERAL FUND	POLICE	31.41
	copy paper calculator ribb	GENERAL FUND	BUILDING INSPECTOR	15.71
	copy paper calculator ribb	GENERAL FUND	PUBLIC WORKS ADMIN	7.85
	office supplies	GENERAL FUND	STREETS	1.95
	office supplies	GENERAL FUND	RECREATION/LEISURE SER	89.61
	office supplies	GENERAL FUND	RECREATION/LEISURE SER	4.68
	office supplies	GENERAL FUND	PARKS	1.56
	copy paper calculator ribb	GENERAL FUND	ECONOMIC DEVMT	3.93
	office supplies	LIBRARY FUND	LIBRARY	108.37
	copy paper calculator ribb	WATER	ADMIN AND GENERAL	35.34
	office supplies	WATER	ADMIN AND GENERAL	0.78
	chair mat	WATER	CUSTOMER ACCOUNTS	11.99
	copy paper calculator ribb	WASTE WATER FUND	ADMIN AND GENERAL	35.33
	office supplies	WASTE WATER FUND	ADMIN AND GENERAL	0.78
	chair mat	WASTE WATER FUND	CUSTOMER ACCOUNTS	11.99
	office supplies	ENVIRON SERVICES F	ADMIN AND GENERAL	0.77
	chair mat	ENVIRON SERVICES F	CUSTOMER ACCOUNTS	11.98
	copy paper calculator ribb	ELECTRIC FUND	ADMIN AND GENERAL	106.02
	office supplies	ELECTRIC FUND	ADMIN AND GENERAL	1.95
	chair mat	ELECTRIC FUND	CUSTOMER ACCOUNTS	11.99
	office supplies	YOUTH CENTER GRANT	YOUTH CENTER	6.49
			TOTAL:	<u>657.55</u>
STREICHER'S	uniform	GENERAL FUND	POLICE	13.99
			TOTAL:	<u>13.99</u>
SWANSON PROCESS SERVICES CO.	st. julien b.w. valve repa	WATER	PURIFICATION AND TREAT	367.45
			TOTAL:	<u>367.45</u>
TELIN TRANSPORTATION GROUP	remove & reinstall camera	TRANSIT	TRANSIT/TRANSPORTATION	870.00
			TOTAL:	<u>870.00</u>
TOM THORKEKELSON	2015 general election judg	GENERAL FUND	ELECTIONS	162.50
			TOTAL:	<u>162.50</u>
TIGERDIRECT.COM	replacement computer for s	GENERAL FUND	POLICE	644.94
	replace ups's for tim- pw	GENERAL FUND	STREETS	39.99
	library- card catalog #3	LIBRARY FUND	LIBRARY	39.99
			TOTAL:	<u>724.92</u>
MIKE TORKEKELSON	2015 general election judg	GENERAL FUND	ELECTIONS	162.50
			TOTAL:	<u>162.50</u>
MATT ULMAN	mn state fire chiefs confe	GENERAL FUND	FIRE	746.73
			TOTAL:	<u>746.73</u>
UNITED STATES TREASURY	g & k rental for halloween	RESTRICTED CONTRIB	RECREATION/LEISURE SER	935.00
			TOTAL:	<u>935.00</u>
PAULA VANZEE	2015 general election judg	GENERAL FUND	ELECTIONS	162.50
			TOTAL:	<u>162.50</u>

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
VERIZON WIRELESS	jet packs	GENERAL FUND	CITY ADMINISTRATION	5.25
	jet packs	GENERAL FUND	CITY CLERK	5.25
	jet packs	GENERAL FUND	FINANCE	3.50
	cell phones bill	GENERAL FUND	POLICE	340.80
	jet packs	GENERAL FUND	POLICE	2.80
	jet packs	GENERAL FUND	BUILDING INSPECTOR	70.04
	jet packs	GENERAL FUND	BUILDING INSPECTOR	1.40
	jet packs	GENERAL FUND	PUBLIC WORKS ADMIN	0.70
	jet packs	GENERAL FUND	ECONOMIC DEVT	0.35
	jet packs	WATER	ADMIN AND GENERAL	3.15
	jet packs	WATER	ADMIN AND GENERAL	35.01
	jet packs	WASTE WATER FUND	ADMIN AND GENERAL	3.16
	jet packs	ELECTRIC FUND	ADMIN AND GENERAL	9.45
		TOTAL:		
VOICE OF YOUTH ADVOCATES	1yr renewal	LIBRARY FUND	LIBRARY	124.00
			TOTAL:	124.00
WERNER ELECTRIC SUPPLY	easyheat cutting reel	GENERAL FUND	FIRE	69.92
			TOTAL:	69.92
WESCO DISTRIBUTION INC	#625 light heads	ELECTRIC FUND	NON-DEPARTMENTAL	1,726.02
			TOTAL:	1,726.02
ZEP SALES & SERVICE	#50 bags absorbent	GENERAL FUND	STREETS	105.09
	#50 bags absorbent	GENERAL FUND	PARKS	84.07
	#50 bags absorbent	WATER	DISTRIBUTION AND STORA	42.04
	#50 bags absorbent	WASTE WATER FUND	SOURCE/TREATMENT	42.04
	#50 bags absorbent	ENVIRON SERVICES F	REFUSE DISPOSAL	42.02
	#50 bags absorbent	ELECTRIC FUND	POWER DISTRIBUTION	105.09
		TOTAL:		
ZIEGLER INC	#48 paint	GENERAL FUND	STREETS	36.84
			TOTAL:	36.84

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

101	GENERAL FUND	56,493.71
211	LIBRARY FUND	3,390.62
213	PUBLIC ACCESS	15.17
217	COMMUNITY CENTER	2,238.00
317	COMMUNITY CENTER BOND	254,527.50
401	PERM IMPROVMENT REVOLVING	12,431.00
404	PARK LAND DEDICATION	15.00
460	HOUSING DISTRICT #20	1,672.50
601	WATER	10,771.56
602	WASTE WATER FUND	12,103.60
603	ENVIRON SERVICES FUND	35,396.27
604	ELECTRIC FUND	550,741.00
606	STORMWATER FUND	217.59
610	TRANSIT	3,850.86
820	RESTRICTED CONTRIBUTIONS	7,442.00
824	YOUTH CENTER GRANT	121.27
GRAND TOTAL:		951,427.65

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2015 –

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

RESOLUTION APPROVING CONSENT AGENDA

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

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

<u>VENDOR</u>	<u>ITEM</u>	<u>PRICE</u>	<u>FUNDING</u>
Wesco	Primary underground wire	\$16,170.00	Electric

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

LG220 Application for Exempt Permit (Temporary Gambling)

Rocky Mountain Elk Foundation	400 West Union Street	2/20/16
St. Peter Ambassadors	400 West Union Street	2/6/16
Church of St. Peter	400 West Union Street	3/19/16

Temporary On Sale Liquor

Church of St. Peter	400 West Union Street	3/19/16
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Temporary Soft Drink

Church of St. Peter	400 West Union Street	3/19/1
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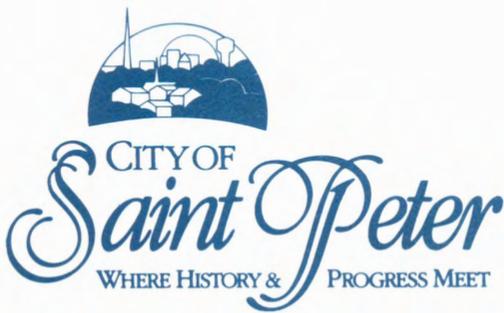
- 3. The schedule of disbursements for November 6, 2015 through November 19, 2015 is hereby approved.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota this 23rd day of November, 2015.

Timothy Strand
Mayor

ATTEST:

Todd Prafke
City Administrator



Memorandum

TO: Todd Prafke
City Administrator

DATED: November 20, 2015

FROM: Paula O'Connell
Finance Director

RE: Assessment/Write off of Delinquent Utility Accounts

ACTION/RECOMMENDATION

Approve the assessment roll and write-offs of delinquent utility accounts.

BACKGROUND

On Monday, October 26th, the City Council ordered the preparation of the proposed assessments. The date of the assessment public hearing was published in the paper, and all property owners have been notified by mail.

Our first step towards collection is when an account is one month delinquent and the customer is sent a notice. The notice includes a date of disconnection, at what time the customer would be two months past due (if no payments had been made).

Occupants that move out of town and don't pay their final bill still receive a final notice of the amount due. A tenant account is submitted to our collection agency after three months of non-payment, and an owner account is collected at the transfer of ownership or through our assessment process.

The detailed list of delinquent accounts provided is from June 15, 2014 to May 15, 2015. Notifications have gone to the homeowners and renters each month since they have become past due and assessment searches have been done, if requested, on property transactions. A detailed listing of all delinquent utility accounts and other pertinent information is attached. The assessable and non-assessable amounts have changed, due to payments and clarifications, since the hearing date was set at the October City Council meeting.

All written off accounts are charges not allowed to be assessed either by law, or under \$10 for combined property owner charges, or are unpaid charges incurred before bankruptcy or death.

FISCAL IMPACT:

There is a 2015 total of \$19,262.61 in delinquent utility accounts. This is similar to last year's total. The 2005 to 2015 total delinquent trend line shows both ups and downs. Some of the deviation is related to the number of business accounts that are delinquent. Business accounts are often larger and one or two can make a significant difference in the trend line. \$11,584.98 will be written off to bad debt and \$7,677.63 will be assessed to property owners and included in

their 2016 property tax statements.

Delinquent utility assessments are assessed for one year and according to our assessment policy, will carry an interest rate of 1.31%. This interest rate is based on treasury bonds, plus one percent.

ALTERNATIVES/VARIATIONS:

Do not act: Charges will remain with our current collection process.

Denial: A future action would be necessary to address the status of these charges.

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

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

PO

NAME	ASSESS	NON-ASSESS	Total
AHMED, SAHRO	-	19.76	19.76
ANCHONDO, SANDRA	51.36	126.72	178.08
ARNOLD, SHARENA G.	-	103.92	103.92
ATTENBERGER, JEREMY D.	577.41	-	577.41
BAUMANN, BRANDI L.	-	230.52	230.52
BELDEN, DEANNA L.	25.67	13.84	39.51
BOESE, MATT S.	278.45	142.86	421.31
BSI FINANCIAL SERVICES, INC.	152.28	-	152.28
CARLSON, MICHAELA A.	-	176.32	176.32
CONNECT REAL ESTATE GROUP	67.92	-	67.92
CORR, LISA M.	415.75	-	415.75
DELGADO, STARR M.	46.32	129.90	176.22
DESCHNEAU, JESSICA A.	131.25	-	131.25
ESSER, DEBORAH J.	7.08	19.90	26.98
FONTAINE, CHRIS S.	-	147.30	147.30
GAFFNEY, LON B.	-	140.05	140.05
GARGETT, MAUREEN L.	-	175.68	175.68
GOMEZ, SAMARA S.	-	27.41	27.41
HAHN, JILL E.	185.11	31.16	216.27
HARPESTAD, DANIELLE K.	-	114.54	114.54
HARRIS, EDDIE G.	-	676.23	676.23
HENRY, KELLY L.	-	67.26	67.26
HERNANDEZ, JOSE E.	19.38	45.65	65.03
HILLYER, JAMES R.	-	159.60	159.60
HILLYER, JAMES R.	-	84.18	84.18
JENKINS, CATHERINE Y.	-	111.17	111.17
JEWISON, HEATHER	2.79	570.14	572.93
JOHNSON, LONNIE D.	-	116.85	116.85
KENNING, ANITA M.	-	121.97	121.97
KUNKEL, MICHELLE R.	291.35	1.66	293.01
LAWSON, NATHAN A.	-	96.26	96.26
LAWSON, ROBERT A.	-	94.67	94.67
LEROSS, TREVOR J.	178.11	-	178.11
LOCHNER, SHAWN T.	867.16	-	867.16
LOFTON, KATHY C.	-	57.48	57.48
MANY BIRDS, ANN L.	52.78	0.54	53.32
MARSHALL, ASHELY R.	484.20	541.51	1,025.71
MARTINEZ, JAVIER	68.95	146.15	215.10
MARTINEZ, YOLANDA	17.14	-	17.14
MARTINSON, JOEL F.	-	179.16	179.16
MAXFIELD, STEVEN G.	-	18.89	18.89
MCVEY, ANGELIQUE R.	-	85.02	85.02
MCVEY, ANGELIQUE R.	-	49.06	49.06
MORSCHING, WILLIAM H.	375.59	298.35	673.94
MOSS, JENNIFER R.	2.51	65.27	67.78
OMMUNDSON, JOSHUA S.	-	348.67	348.67

NAME	ASSESS	NON-ASSESS	Total
ORTIZ, RUBY	49.76	21.74	71.50
OTHOW, AJULU O.	-	175.76	175.76
OVERBY, KRAGG R.	-	53.60	53.60
PAGEL, LAWRENCE J.	-	212.10	212.10
PARRAS, MARTIN	463.23	113.73	576.96
PARSONS, JOSHUA	-	106.70	106.70
PETERSON, DOUGLAS A.	-	36.53	36.53
POMRANKE, ANGEL M.	-	30.46	30.46
RATTLER, CURTAE B.	-	78.21	78.21
RODRIGUEZ, ROSALVA T.	178.64	10.00	188.64
ROSS, MICHELLE G.	321.61	120.32	441.93
ROWDEN, PRESTON D.	268.83	64.57	333.40
ROZSA, SANDOR	-	399.56	399.56
RYDEEN, ANDREW R.	42.23	148.64	190.87
SCHUGEL, NANCY L.	106.88	562.98	669.86
SIMON, KENNY J.	-	545.06	545.06
SIMON, KENNY J.	236.83	183.02	419.85
SIMON, TIM	309.24	-	309.24
STACE, TINA L.	-	278.30	278.30
STRAKA, NICOLE J.	-	472.03	472.03
SUMMIT PARK MHC LLC	7.64	-	7.64
SUMMIT PARK MHC LLC	5.38	-	5.38
SUMMIT PARK MHC LLC	5.25	-	5.25
SUMMIT PARK MHC LLC	3.03	-	3.03
SUMMIT PARK MHC LLC	2.99	-	2.99
SUNRISE MEADOWS AFFORDABLE LL	10.51	-	10.51
SUTTLE, CHERELLE M.	-	50.50	50.50
TATGE, JOYCE L.	77.83	253.19	331.02
TAYLOR, TALITHA J.	9.00	266.30	275.30
TUPY, SAMANTHA J.	68.69	38.44	107.13
VERTICAL GROWTH CO	4.15	-	4.15
WAGLE, MONTANA R.	323.99	231.43	555.42
WILKING, TIM L.	-	148.87	148.87
WILLIAMS, RAMON N.	883.36	749.92	1,633.28
YEE, JANET L.	-	697.40	697.40
	<u>7,677.63</u>	<u>11,584.98</u>	<u>19,262.61</u>

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2015 -

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

RESOLUTION ADOPTING ASSESSMENT FOR UNPAID CHARGES FOR MUNICIPAL UTILITIES AND THE WRITING OFF OF BAD DEBT UTILITY CHARGES

WHEREAS, pursuant to proper notice duly given as required by law, the City Council has met and heard and passed upon all objections to the proposed assessment for unpaid charges for municipal utilities; and

WHEREAS, by State Statute, the City cannot assess property owners for unpaid charges incurred by a renter for municipal electric utilities; and

WHEREAS, the amounts of bad debt have been minimized through diligent collection efforts by staff and vendors.

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

1. Such proposed assessment, for unpaid charges for municipal utility accounts closed as of May 15, 2015, a copy of which is attached hereto as Exhibit 1 and made a part hereof, is hereby accepted and shall constitute the special assessment against the lands named therein.
2. All assessments shall be payable over a period of (1) one year on or before the first Monday in January 2016, and shall bear interest at the rate of 1.31% from the date of the adoption of this assessment resolution. To the first installment shall be added interest on the entire assessment from the date of this resolution until December 31, 2016.
3. The owner of any property so assessed may, at any time prior to certification of the assessment to the County Auditor, pay the whole of the assessment on such property, with interest accrued to the date of payment, to the City Finance Director, except that no interest shall be charged if the entire assessment is paid within thirty (30) days from the adoption of this resolution. The owner may at any time thereafter, pay to the Finance Director the entire amount of the assessment remaining unpaid, with interest accrued to December 31 of the year in which such payment is made. Such payment must be made before December 24 or interest will be charged through December 31 of the following year.
4. Accounts closed by May 15, 2015 of unpaid charges for municipal electric utilities incurred by renters, unpaid charges of combined property owner's municipal utility accounts of less than ten (10) dollars, and unpaid charges incurred before bankruptcy and death, be written off as a bad debt expense for the 2015 fiscal year.
5. The Director of Finance/Treasurer shall forthwith transmit a certified duplicate of this assessment to the County auditor to be extended on the property tax lists of the county.

Such assessments shall be collected and paid over in the same manner as other municipal taxes.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 23rd day of November 2015.

 Timothy Strand
 Mayor

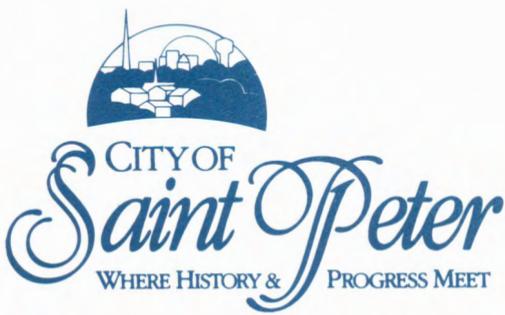
ATTEST:

 Todd Prafke
 City Administrator

**EXHIBIT 1
 DELINQUENT UTILITY ASSESSMENT**

<u>ASSESS</u>	<u>PROPERTY OWNER</u>	<u>PARCEL</u>	<u>Legal</u>
121.47	ASPEN COURT TOWNHOMES LLC	19.706.0530	Block 10 Lot 1 PRAIRIE HGTS SUBD
754.58	BRETT HASLIP	19.029.0100	PT OF NE 1/4 OF NE 1/4 LYG S OF TH 99; W OF E SEC LINE, NWLY OF CL TH 295; NLY & ELY OF LN COMM SE COR NE 1/4 NE 1/4, W 1133.02', NE 1035.73', NE 65.2', NELY 143.84', TO PT ON SLY R/W MN TH 99, W 28.11' & BEG, SW 192.30', SE TO CL TH 295 & TERM. = 7.25 AC +/-
484.20	CHIMENE S. PETERSON	19.412.6390	Block 221 Lot N 2/3 LOTS 1, 2, 3 & 4; AMENDED PLAT
577.41	DRUMMER DEVELOPMENT INC	19.706.0240	Block 6 Lot 1; PRAIRIE HGTS SUBD
88.33	GREEN VALLEY LLP	19.704.0280	BLK 105 "EX HWY ROW" ALSO VAC ALLEY AND VAC ST L PLAT OF TRAVERSE
152.28	GREGORY FUNDING	19.791.0080	Block 13 Lot N 45' LOT 1 & S 16 2/3' LOT 2; SKARO & EVENSON'S ADD
106.88	GROWTH HOLDINGS LLC	19.502.0890	Block 4 Lot 26 DAUN'S ADD
278.45	HOTZFIELD HOMES LLC	19.412.6470	Block 222 Lot N 1/3 LOTS 10, 11 & 12; AMENDED PLAT
268.83	HOTZFIELD HOMES LLC	19.412.2410	Block 153 Lot 10; AMENDED PLAT
25.67	KEVIN & MARSH	19.532.0020	Lot UNIT 2; FAIRVIEW TNHS CONDO2

	WENNER		
185.11	LANCE & JOANNE WIBORG	19.412.1760	Block 140 Lot W 4.7' OF LOT 10 & E 1/2 OF LOT 11; AMENDED PLAT
178.11	LANCE WIBORG	19.412.5600	Block 201 Lot S 6' LOT 9 & ALL LOT 8; AMENDED PLAT
131.25	MICHAEL & JESSICA DESCHNEAU	19.502.0230	Block 2 Lot 5; DAUN'S ADD
236.83	NICOLLET MEADOWS TOWNHOMES LLC	19.664.0470	Lot OUTLOT G NICOLLET MEADOWS
323.99	PATRICK & TAMI KLUBBEN	19.412.2180	Block 145 "EX ELY 63'" Lot 10; AMENDED PLAT
867.16	PELL INC	19.791.3000	W 51 2/3' FRAC LOT 7 BLK 81 IN SKARO & EVENSON'S ADDITION & E 1/2 VAC N-S ALLEY ADJ W 51 2/3' LOT 6 BLK 26 IN DODD'S ADD
321.61	PW HOLDINGS LLC	19.704.0215	VAC LOTS 6, 7, 8, 9 & S 38' OF LOT 10 ALL IN BLK 39 & E 1/2 VAC ALLEY LYG W & ADJ
178.64	SERENDIPITY SQUARED LLC	19.704.0220	BEG NW COR BLK 39, SE 95.07' TO POB, SE 58', NE 150', NW 58', SW 150' TO POB = 0.2 AC
311.72	SUMMIT PARK MHC LLC	19.009.0100	PT OF S 1/2 OF SEC 9 LYING N OF TH 22 "EX 1.68 AC FOR RD" & "EX ST PETER R/W PLAT 1N1 (3.97 AC), 1P1 (0.86 AC), 1P2 (0.27 AC)" = 34.15
29.10	SUNRISE MEADOW AFFORDABLE LLC	19.702.0010	Block 1 Lot 1 PETRIE SUBD
309.24	TIM SIMON	19.706.0210	Block 5 Lot 3; PRAIRIE HGTS SUBD
415.75	VALLEY CUSTOM PROPERTIES INC	19.581.0140	Block 2 Lot 4; JOHN'S SUBD
883.36	VERTICAL GROWTH LLC	19.489.0380	LOT 6 BLK 2 & UND INT IN CE AKA CIC 22A
67.92	VERTICAL GROWTH LLC	19.489.0330	LOT 1 BLK 2 & UND INT IN CE AKA CIC 22A
4.15	VERTICAL GROWTH LLC	19.489.0510	LOT 11 BLK 3 & UND INT IN CE AKA CIC 22A
375.59	WILLIAM & LINDA RIEBESSELL	19.412.0240	Block 101 & NLY 1/2 VAC E-W ALLEY LYG S & ADJ Lot 8; AMENDED PLAT
\$7,677.63	Total to Assess		



Memorandum

TO: Todd Prafke
City Administrator

DATE: November 20, 2015

FROM: Paula O'Connell
Finance Director

RE: Assessment for Unpaid Miscellaneous Charges and write off of uncollectible charges.

ACTION/RECOMMENDATION

Approve the following assessment roll to be placed on the appropriate parcels for the 2016 Property taxes and write off the uncollectible charges.

BACKGROUND

On Monday, October 26th, the City Council ordered the preparation of the proposed assessments. The date and place of the public hearing was published in the paper, and all property owners have been notified by mail.

The proposed assessments include unpaid weed removal and a frozen meter of \$1,465.00. The miscellaneous charges listed for consideration at the November 23rd public hearing included unpaid mowing and a frozen water meter repair. These past due sums have been billed out to the appropriate landowners and have not been paid. There are multiple lawn mowing charges for Donald Duoos property (\$900), a couple lawn mowing charges for Michael and Karen Gessner (\$300) and a frozen water meter for Michelle Kunkel (\$265).

These charges will be assessed according to our assessment policy at an interest rate of 1.31%.

Past due amounts that are not assessable would also be normally written off at this time, but there are no unpaid non-assessable charges for 2015.

	<u>Assess</u>	<u>Write Off</u>
Frozen Water Meter fee	\$ 265.00	\$.00
Lawn Mowing	\$ 1,200.00	\$.00
TOTALS	\$1,465.00	\$.00

Following the public hearing it is appropriate to consider adoption of the assessments.

FISCAL IMPACT:

Thirty days following an approval of an assessment resolution, the resolution will be filed with the Nicollet County Auditor to place the charges onto the property owner's parcel. This income,

\$1,465.00 will then be received from the county as the owners make payment. Alternatively, property owners may pay the City directly prior to filing the resolution with the County.

ALTERNATIVES AND VARIATIONS:

Do not Act: Staff will continue methods of collection.

Negative vote: These charges will likely go unpaid and the city will not recover the revenue.

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

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2015 -

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

RESOLUTION ADOPTING ASSESSMENT OF UNPAID MISCELLANEOUS CHARGES

WHEREAS, pursuant to proper notice duly given as required by law, the City Council has met and heard and passed upon all objections to the proposed assessment for Miscellaneous charges; and

WHEREAS, nine miscellaneous invoices remain unpaid for City services; and

WHEREAS, all of these invoices are assessable to property owners.

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

1. Such proposed assessment, a copy of which is attached hereto as Exhibit A and made a part hereof is hereby accepted and shall constitute the special assessment against the lands named therein, and each tract of land therein included is hereby found to be benefited by the proposed improvement in the amount of the assessment levied against it.
2. All assessments shall be payable in equal annual installments extending over the period indicated on Exhibit A. The first of the installments to be payable on or before the first Monday in January 2016, and shall bear interest of 1.31% from the date of the adoption of this assessment resolution. To the first installment shall be added interest on the entire assessment from the date of this resolution until December 31, 2016. To each subsequent installment when due shall be added interest for one year on all unpaid installments.
3. The owner of any property so assessed may, at any time prior to certification of the assessment to the County Auditor, pay the whole of the assessment on such property, with interest accrued to the date of payment, to the City Finance Director, except that no interest shall be charged if the entire assessment is paid within thirty (30) days from the adoption of this resolution. He may at any time thereafter, pay to the Finance Director the entire amount of the assessment remaining unpaid, with interest accrued to December 31 of the year in which such payment is made. Such payment must be made before December 24 or interest will be charged through December 31 of the succeeding year.
4. The City Finance Director shall forthwith transmit a certified duplicate of this assessment to the County Auditor to be extended on the property tax lists of the County. Such assessments shall be collected and paid over in the same manner as other municipal taxes.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 23rd day of November, 2015.

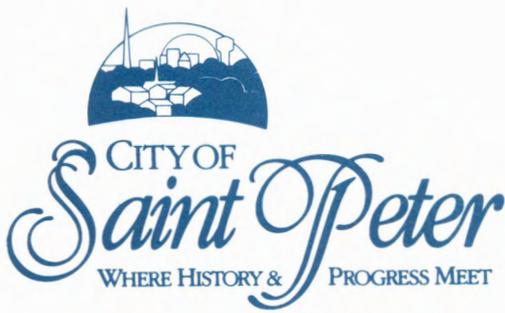
Timothy Strand
Mayor

ATTEST:

Todd Prafke
City Administrator

EXHIBIT A
ASSESSABLE IMPROVEMENT PROJECTS AND MISCELLANEOUS CHARGES

OWNER	TOTAL	Years	Parcel Number	Subdivision	Legal Description
Donald G. Duoos	\$900.00	1	19.412.0800	AMENDED PLAT	Block 116 Lot 2 & 3
Brett Haslip	\$265.00	1	19.029.0100		PT OF NE 1/4 OF NE 1/4 LYG S OF TH 99; W OF E SEC LINE, NWLY OF CL TH 295; NLY & ELY OF LN COMM SE COR NE 1/4 NE 1/4, W 1133.02', NE 1035.73', NE 65.2', NELY 143.84', TO PT ON SLY R/W MN TH 99, W 28.11' & BEG, SW 192.30', SE TO CL TH 295 & TERM
Gregory Funding	\$300.00	1	19.791.0080	SKARO & EVENSON'S ADD	Block 13 Lot N 45' LOT 1 & S 16 2/3' LOT 2;
	<u>\$ 1,465.00</u>				



Memorandum

TO: Todd Prafke
City Administrator

DATE: November 20, 2015

FROM: Paula O'Connell
Director of Finance

RE: Miscellaneous Improvements.

ACTION/RECOMMENDATION

Approve the final assessment roll for miscellaneous improvements.

BACKGROUND

Staff in the Public Works Department have worked with property owners to make improvement to sidewalks or drainage abutting specific properties. All of this work was completed through agreement for assessments.

The cost of the work will be assessed to the properties according to our assessment policy. Drainage and sidewalk improvements have been completed for a total cost of \$14,591.50 and include two property owners. This is a slight change from when you took action to call the hearing as one parcel owner has made payment in full for their cost of improvements prior to the public hearing.

On Monday, October 26th, the City Council ordered the preparation of the proposed assessments. The date of the assessment public hearing was published in the paper, and all property owners have been notified by mail.

The cost of the work will be assessed to the properties according to our assessment policy.

Notices have been sent to the paper and to the residents. Following Monday's public hearing it is appropriate to present the Council with this resolution approving the assessment roll of \$14,591.50 to be certified to the County Auditor.

The parcels and individuals associated with these assessments and their pertinent information are included in Exhibit I.

FISCAL IMPACT:

The PIR fund reserves will fund these costs until recouped through assessments for a total of \$14,591.50.

The assessments will be certified to the County Auditor for the number of years allowed in our assessment policy with the applicable interest rate (1% over the investment rate of a treasury

bond).

ALTERNATIVES/VARIATIONS:

Do not Act: Staff will pursue other methods of collection.

Denial: Other funding sources will need to be discussed to fund the assessable costs of the projects.

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

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

PO/

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2015 -

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

RESOLUTION ADOPTING MISCELLANEOUS IMPROVEMENT ASSESSMENTS

WHEREAS, pursuant to proper notice duly given as required by law, the City Council has met and heard and passed upon all objections to the proposed assessment of miscellaneous improvements; and

WHEREAS, the work has been completed and accepted by the City; and

WHEREAS, staff has completed the financial summary of the project, and have calculated the assessable costs.

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

1. Such proposed assessment, a copy of which is attached hereto as Exhibit I and made a part hereof, is hereby accepted and shall constitute the special assessment against the lands named therein, and each tract of land therein included is hereby found to be benefited by the proposed improvement in the amount of the assessment levied against it.
2. All assessments shall be payable in equal annual installments extending over the period as indicated in Exhibit I. The first of the installments to be payable on or before the first Monday in January 2016, and shall bear the applicable interest from the date of the adoption of this assessment resolution. To the first installment shall be added interest on the entire assessment from the date of this resolution until December 31, 2016. To each subsequent installment when due shall be added interest for one year on all unpaid installments.
3. The owner of any property so assessed may, at any time prior to certification of the assessment to the County Auditor, pay the whole of the assessment on such property, with interest accrued to the date of payment, to the City Finance Director, except that no interest shall be charged if the entire assessment is paid within thirty (30) days from the adoption of this resolution. He may at any time thereafter, pay to the Finance Director the entire amount of the assessment remaining unpaid, with interest accrued to December 31 of the year in which such payment is made. Such payment must be made before November 15 or interest will be charged through December 31 of the succeeding year.
4. The City Finance Director shall forthwith transmit a certified duplicate of this assessment to the County Auditor to be extended on the property tax lists of the County. Such assessments shall be collected and paid over in the same manner as other municipal taxes.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 23rd day of November 2015.

Timothy Strand
Mayor

ATTEST:

Todd Prafke
City Administrator

EXHIBIT I

STREET, WATER, WASTEWATER AND MISCELLANEOUS IMPROVEMENTS

ASSESS	OWNER	YEARS	RATE	PARCEL	DESCRIPTION
\$11,675.50	Josh and Alicia Haukos	15	1.98%	19.412.2215	Block 146 "EX PT LYG WLY OF LN COMM SW COR LOT 1, SE 78.45' TO BEG, NE 131.98' AND TERM" Lot 3 & PT OF LOT 2; Amended Plat
\$2,916.00	James Bruender	10	1.62%	19.503.1100	Block 17 Lot N 90' OF S 330' OF E 156.35' LOT 1 Dodd's Addition
\$14,591.50	Total to be Assessed				



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

November 17, 2015

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

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

We have been working with City staff to identify the most appropriate method for financing some of the initial project costs associated with the development of a new housing subdivision. Based on these discussions, we have recommended the use of proceeds from a Nicollet Meadows project account.

The proceeds proposed for use on the new project are being held in reserve to assist in making debt service payments for bonds issued in support of the Nicollet Meadows project. As a result of the proposed spend down, Tax Increment Financing District No. 1-10 will go into deficit for an approximately two-year period as the tax increments generated by TIF District 1-10 will not be sufficient to make the full bond payments. It is anticipated that by the end of 2017 (when bonds have been paid off for Nicollet Meadows Project) the increments generated by TIF District 1-10 will be sufficient to replenish the fund.

Minnesota Statute requires the passage of an interfund loan resolution prior to incurring expenses that are intended to be reimbursed with tax increments. As the proposed deficit that will be produced in TIF District 1-10 would be defined as an interfund loan, we are recommending that the City Council approve the attached resolution providing for this action.

Please feel free to contact me if I can be of any assistance in answering questions regarding this matter. Thank you for your time and consideration.

Sincerely,

A handwritten signature in cursive script, appearing to read 'Shannon Sweeney'.

Shannon Sweeney
David Drown Associates, Inc.

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2015 -

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

RESOLUTION AUTHORIZING INTERFUND LOAN FOR TIF DISTRICT NO. 1-10

WHEREAS, the City of Saint Peter is in the process of implementing a new qualified housing project and intends to initially use cash reserves to fund a portion of the project cost; and

WHEREAS, the use of cash reserves will cause Tax Increment Financing District No. 1-10 (TIF District 1-10) to incur a deficit in meeting its debt service obligations; and

WHEREAS, the City Council intends to fund debt service payments obligated to TIF District 1-10 from the General Fund until sufficient tax increments have been generated by TIF District 1-10 to repay the General Fund.

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

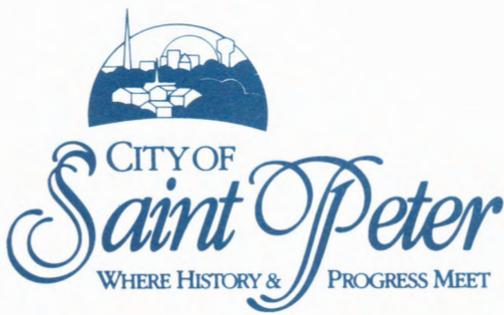
1. The City Council of the City of Saint Peter intends to finance up to \$150,000 of debt service payments obligated to Tax Increment Financing District No. 1-10 from the General Fund.
2. Tax Increment Financing District No. 1-10 shall repay the General Fund for this interfund loan over a term not exceeding the statutory life of Tax Increment Financing District No. 1-10.
3. Interest on the internal funding will accrue at a rate of 3%.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 23rd day of November, 2015.

Timothy Strand
Mayor

ATTEST:

Todd Prafke
City Administrator



Memorandum

TO: Honorable Mayor Strand
Members of the City Council

DATE: 11/20/2015

FROM: Todd Prafke
City Administrator

RE: Franchise extension of CATV Franchise

ACTION/RECOMMENDATION

Provide approval for a six (6) month extension of the cable television (CATV) Franchise with Consolidated Communications (formerly known as Crystal Communications and HickoryTech).

BACKGROUND

Members may recall brief updates at your goal session and discussions at workshops related to your telecommunication franchises. You may recall that both will be open for renegotiation in the next 6 months. Consolidated's franchise ends this month and Mediacom's end date is February of 2016. In addition, your conduit lease will be ending in a similar timeframe. The process to renegotiate these important agreements can take more than a year and it is my hope to be ready and initiate activity on all of these agreements in the first half of 2016.

To make things flow more smoothly, your Special Attorney is recommending that we provide a six month extension to the agreement with Consolidated. This will allow both franchises to be on a more similar time frame as we still have a few decisions to make related to both agreements that should essentially mirror each other.

Consolidated has agreed to the extension.

I anticipate a more definitive discussion on the issues with franchises in later January or early February.

FISCAL IMPACT

There is no fiscal impact to the extension itself, but the City's costs for the franchise renewal are currently funded from the General Fund in our professional service line item, but usually all or a major portion of these costs are covered by the service providers as a part of the renewal.

ALTERNATIVES/VARIATIONS:

Do not act. Staff will wait for your direction. While we do have time to do the work, an extended delay could put this work in a precarious position and certainly would provide for some duplication in work since we are dealing with two providers.

Denial. Staff will wait for further 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.

TP/bal

AMENDMENT NUMBER ONE
TO
ORDINANCE NO. 324, SECOND SERIES
BETWEEN
CRYSTAL COMMUNICATIONS DBA CONSOLIDATED COMMUNICAITONS
AND
CITY OF SAINT PETER, MINNESOTA

This Amendment Number One (1) to the Ordinance No. 324, Second Series (Agreement) between **Crystal Communications dba Consolidated Communications (Grantee)**, a Minnesota corporation with offices at 121 South 17th St., Mattoon, IL 61938, and **City of Saint Peter**, with offices located at 227 South Front Street, Saint Peter, MN 56082 (Franchising Authority) is hereby amended and shall become effective on the last date signed.

Whereas the Ordinance No. 324 between Grantee and City of Saint Peter became effective November 13 2000; and,

Whereas both City of Saint Peter and Grantee are desirous of extending the Term of the Agreement;

Now therefore the parties agree to revise the Agreement as follows:

Subd.4. **Grant of Authority and General Provisions, C. Franchise Term** is amended as follows:

This Franchise shall be in effect for a period of fifteen (15) years from the date of acceptance by Grantee. Notwithstanding, this Franchise shall be subject to periodic evaluation not less than every five (5) years as provided in Subd.9(F) herein." ***shall be deleted and replaced with*** This Franchise shall be in effect for a period of fifteen (15) years and six (6) months from the date of acceptance below and ending May 31, 2016. Notwithstanding, this Franchise shall be subject to periodic evaluation not less than every five (5) years as provided in Subd.9(F) herein."

Subd4. **F. Written Notice** – change “If to Grantee – With copies to:” to the following:

Consolidated Communications
121 South 17th St.
Mattoon, IL 61938
Attn: Contract Manager
contracts@consolidated.com
Fax: 217-235-3590

All other terms and conditions set forth in the Agreement shall remain in full force and effect.

AGREED TO BY CRYSTAL COMMUNICAITONS DBA CONSOLIDATED COMMUNICATIONS :		ACCEPTED BY CITY OF SAINT PETER:	
SIGNATURE		SIGNATURE	
PRINTED NAME		PRINTED NAME	
TITLE	DATE	TITLE	DATE

Each individual executing this Amendment for and on behalf of a party represents that he or she is fully authorized and empowered to do so for and on behalf of his or her principal.

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2015 -

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

**RESOLUTION AUTHORIZING AGREEMENT FOR SIX MONTH EXTENSION TO
CONSOLIDATED COMMUNICATION CABLE TELEVISION FRANCHISE AGREEMENT**

WHEREAS, the City entered into a cable television franchise agreement with Crystal Communications (currently dba Consolidated Communications); and

WHEREAS, the agreement will expire before the end of 2015; and

WHEREAS, the City has another cable television agreement with Mediacom that will not expire until early in 2016; and

WHEREAS, the City has retained a Special City Attorney to negotiate renewal of both of the City's franchise agreements; and

WHEREAS, staff recommends the agreements be negotiated on a similar timeframe; and

WHEREAS, the City and Consolidated Communications mutually agree to extend the term of the franchise agreement to May 31, 2016 to provide additional time for negotiation of a renewal franchise agreement.

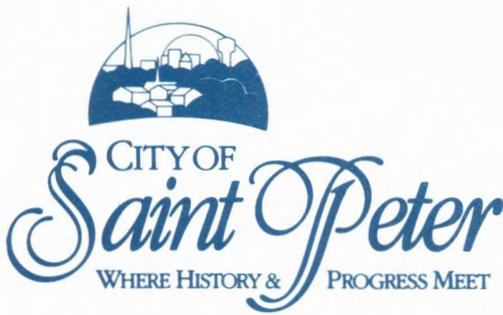
NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SAINT PETER, NICOLLET COUNTY, MINNESOTA, THAT: the City Administrator is hereby authorized to enter into an agreement with Crystal Communications dba Consolidated Communications to extend the cable television franchise agreement to May 31, 2016.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 23rd day of November, 2015.

Timothy Strand
Mayor

ATTEST:

Todd Prafke
City Administrator



Memorandum

TO: Honorable Mayor Strand
Members of the City Council

DATE: 11/18/15

FROM: Todd Prafke
City Administrator

RE: New Business License Applications

ACTION/RECOMMENDATION

Provide approval for several new business license applications.

BACKGROUND

Meads Logging & Tree Removal LLC has submitted a Tree Worker License application in order to cut, trim, prune and remove trees, shrubs or vines in Saint Peter. The Police Department has conducted a background investigation owner Kevin Mead and nothing was found that would prohibit issuance of the license. The licensing period will be in effect from November 24, 2015 through April 30, 2016. If approved, this license would be the 12th Tree Worker license in effect.

Husein Saramah, owner of Smokers Choice LLC, has submitted applications for a tobacco and soft drink license for his new business at 1226 South Minnesota Avenue. Nothing was found in the background investigation that would prohibit issuance of the license. The licensing period will be in effect from November 24, 2015 through December 31, 2016.

Orville Tischer owns Big T Hobbies & Collectables located at 212 South Minnesota. He is in the business of selling games and offering coin operated amusement devices for public use. He has submitted an application for an Amusement Device License to allow for these devices at his business.

Approval for all licenses is recommended.

FISCAL IMPACT:

None other than receipt of the permit fees.

ALTERNATIVES/VARIATIONS:

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

Denial: The applicant will be informed of the City Council's decision.

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

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

TP/

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2015 -

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

RESOLUTION APPROVING NEW BUSINESS LICENSE APPLICATIONS

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

Tree Worker License

Mead's Logging & Tree Removal LLC 11/24/15– 4/30/16

Tree Worker License

Mead's Logging & Tree Removal LLC 11/24/15– 4/30/16

Tobacco License

Smokers Choice LLC 1226 S MN 11/24/2016 – 12/31/16

Soft Drink License

Smokers Choice LLC 1226 S MN 11/24/2016 – 12/31/16

Amusement Device License

Big T Hobbies & Collectables 212 S MN 11/24/16 – 12/31/16

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 23rd day of November, 2016.

Timothy Strand
Mayor

ATTEST:

Todd Prafke
City Administrator

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2015 -

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

RESOLUTION CALLING FOR CLOSED SESSION

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

WHEREAS, staff is in negotiations for the purchase of land to be used for stormwater detention; and

WHEREAS, staff is currently in negotiations with the International Union of Operating Engineers Local No. 70 (Streets, Utilities, and Parks) and Law Enforcement Labor Services Local No. 241 (Police Officers) and Local No. 240 (Dispatchers); 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 St. Peter Room as provided for under Minnesota Statutes for discussion of land purchase negotiations and union negotiations with the International Union of Operating Engineers Local No. 70 (Streets, Utilities and Parks) and Law Enforcement Labor Services Local No. 241 (Police Officers) and Local No. 240 (Dispatchers).

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 23rd day of November, 2015.

Timothy Strand
Mayor

ATTEST:

Todd Prafke
City Administrator