

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

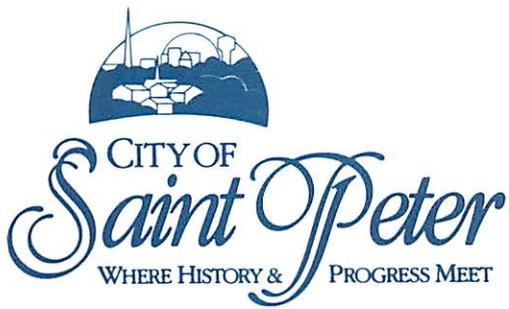
Regular Workshop Session of Monday, July 1, 2013
Wastewater Treatment Facility Conference Room – 5:30 p.m.
405 West St. Julien Street

- I. **CALL TO ORDER**
- II. **DISCUSSION**
 - A. Wastewater Plant Tour
 - B. Residential Density Requirements
 - C. Bike Trail Development
 - D. Wastewater Budget/Rates
 - E. Portable Lift Lease/Purchase
 - F. Others
- III. **ADJOURNMENT**

*******PLEASE NOTE LOCATION OF THE WORKSHOP*******

Office of the City Administrator
Todd Prafke

TP/bal



Memorandum

TO: Honorable Mayor Strand
Members of the City Council

DATE: 6/28/2013

FROM: Todd Prafke
City Administrator

RE: Wastewater Treatment Plant Tour

ACTION/RECOMMENDATION

None needed. For your information only.

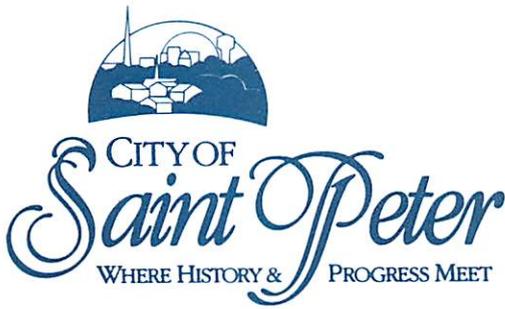
BACKGROUND

The first agenda item on Monday evening's workshop will be a tour of the Wastewater Treatment Plant. As we have done a few times this summer, we will be relocating the workshop to the Wastewater Treatment Plant building to continue the workshop session in the conference room there.

Please plan on wearing comfortable shoes for the tour.

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

TP/bal



Memorandum

TO: Todd Prafke
City Administrator

DATE: 6/28/13

FROM: Russ Wille
Community Development Director

RE: Residential Density Requirements.

ACTION/RECOMMENDATION

None needed. For your discussion only.

BACKGROUND

When the 2005 Comprehensive Plan was written, the Planning and Zoning Commission debated whether or not to establish minimum residential density requirements for new subdivisions. The Commission ultimately decided to forego adoption of such regulations.

A generally accepted planning practice is that higher densities should be encouraged in proximity to the core of a city where residents have convenient access to essential services such as a post office, banking, shopping, dining, etc. Ideally, such services would be located within walking distance.

Adopting density requirements is challenging. It is especially challenging in Saint Peter where the Commission and City Council have encouraged mixed use neighborhoods which incorporate both single family and multi-family housing options. Most cities that adopt density requirements establish multi-family zoning districts which prohibit the development of single family residences.

If the Commission and City Council wish to proceed with density requirements in Saint Peter, I would recommend one of two methods. The first would be establishing "maximum" lot sizes for the existing residential zoning districts.

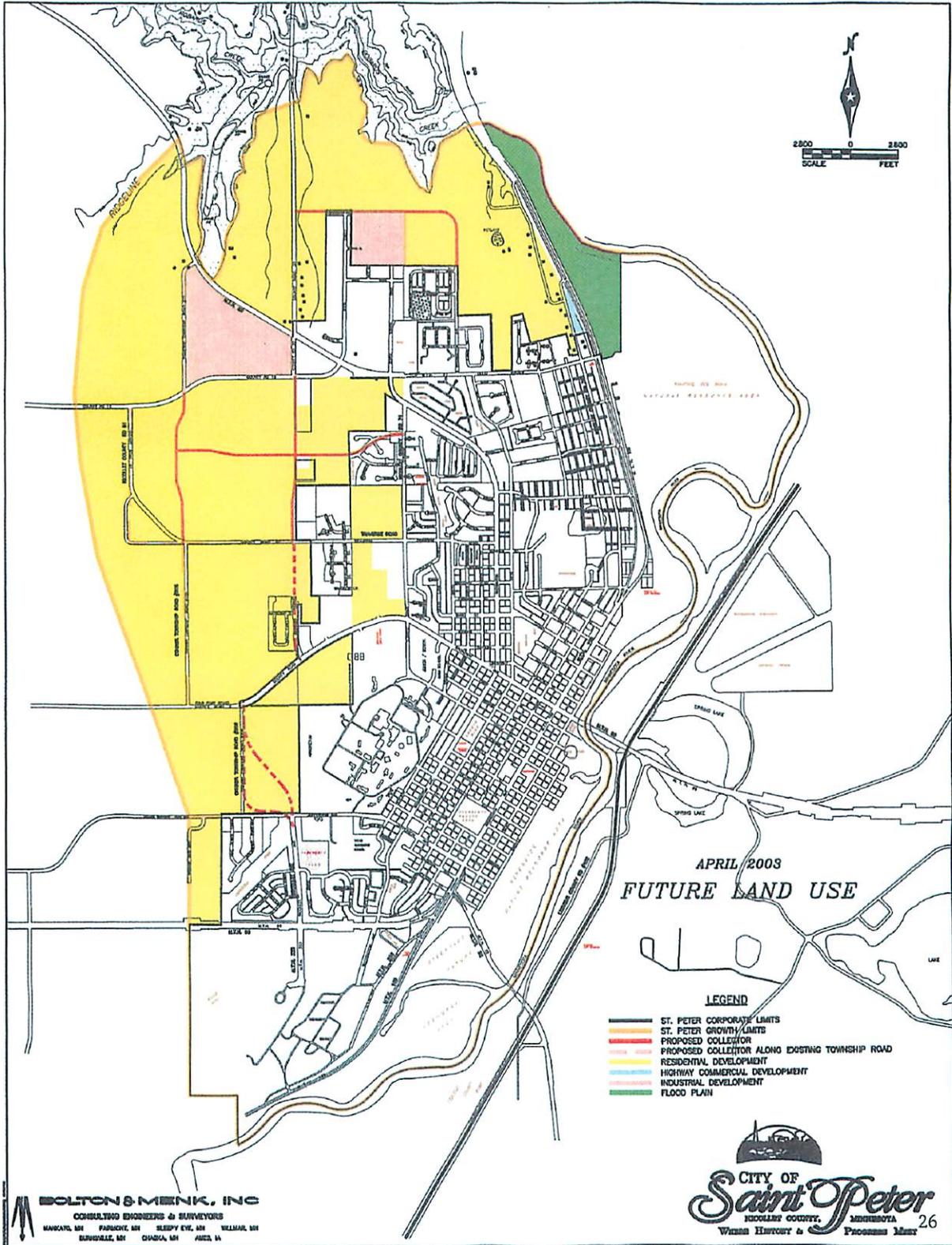
The second method would be to establish a Density Overlay District. Under this scenario, the underlying residential zoning would remain in place. The only difference is that the fully developed subdivision must meet certain density standards such as six housing units per acre. I would expect that such density requirements would serve to encourage mixed use development of single family homes, twin homes and small, three or four unit apartments.

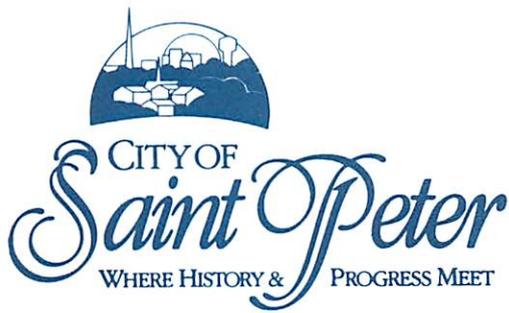
I have included the Future Land Use map from the 2005 Comprehensive Plan for your review and consideration.

This is an issue that should be discussed at the Planning and Zoning Commission, but based on future community planning discussions with the School and others, understanding and discussions on the part of the Council may be of value.

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

RW/





Memorandum

TO: Honorable Mayor Strand
Members of the City Council

DATE: 6/28/2013

FROM: Todd Prafke
City Administrator

RE: Multi-Use Bike Trail Development

ACTION/RECOMMENDATION

None needed. For your discussion only.

BACKGROUND

In October of 2009, the City Council designated a location for a multi-use bike trail in Traverse des Sioux Park. Discussion at that time indicated the trails would be developed with three different skill levels for each of the following three activities: hiking, cross country skiing, and mountain bike use. The Nicollet County Historical Society was very interested in having the bike trail developed in the park which they felt would increase traffic in the Treaty Site museum. The trails were to be developed using volunteers from the Gustavus Adolphus College community service office.

The estimated cost of trail development at that time \$18,500 and the cost was to be funded by donations.

As part of the workshop on Monday evening, Dave Newell from Gustavus will be in attendance to provide more information on development of the trail system.

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

TP/bal

GUSTAVUS

GUSTAVUS ADOLPHUS COLLEGE

“Trail Blazers”

Multi Use Recreational Trail

Presented Before:

St. Peter City Council

Submitted by:

David Newell
Program Director for Community Based Initiatives
Gustavus Adolphus College

October 5, 2009

The purpose of this document is to provide information regarding the development of a multi-use recreational trail at Traverse des Sioux Park. The document outlines the construction process and impact for a natural surface Multi-Use Recreational Trail, the sustainability and maintenance of such a trail, safety measures and liability, funding options, and potential use of the trail.

Background information:

The trail at Traverse de Sioux Park will be a stacked loop trail system. This means that there will be three separate trails, all one directional, and will have varying usages and levels of difficulty. The usages that are included are: mountain biking, walking, jogging, snow shoeing, and cross country skiing.

The trail has multiple constituents and backers, including but not limited to: St. Peter Park Board, St. Peter residents, Gustavus Adolphus College, Gustavus students, Minnesota Off Road Cyclists, Trail Source LLC, and others yet to be identified.

Construction Process:

Step 1: Flagging the trail. This process involves measuring the grade of the trail as well as laying out the route. This is perhaps the most important part of the process since it will determine how the trail sheds water and maintains sustainability. This design process also serves the purpose of working to ensure that the trail flow is correct and will maintain the interest of the user. If the trail is interesting and flowing well it will keep the interest of the user on the trail and will discourage any "off trail" activity. This step has been completed.

Step 2: Building the trail. There are two methods of construction, mechanical and hand-built. Although mechanical is a faster build, it has more of an impact on the area surrounding the trail corridor. Hand-built will create a more intimate trail and will give the user a more natural feel when using the trail as well as limiting the impact. This trail will be built by hand using low-impact tools, such as a pick axe, McCloud, Pulaski, loppers, and hand saws.

The trail will be built by Gustavus Adolphus College students and residents of St. Peter who will be guided by individuals trained in trail construction. The students and residents will form work teams led by "trail bosses" and will work together to construct the trail.

Step 3: Construction Process. The builders will follow the trail corridor that has been designed working with hand tools to clear the trail corridor of overhanging trees, downed trees and other brush that will impede the construction. This trail corridor is normally no more than 5' in width, and no more than 6'-8' in height. The next step will be for the builders to use hand tools to move soil creating a trail tread. This tread will be about 24"-30" in width. The backslope will be cut at a 45 degree angle to the trail tread and will usually extend about 12" above the trail tread. The soils that are removed to create the trail tread will be disbursed below the trail tread and "disappear" into the existing vegetation. Inspection will be done of the trail tread to ensure that it has about a 5% outslope.

Once the outslope is correct the trail tread and the backslope will be compacted to provide a packed surface for the users and prevent any erosion from the trail. During the construction

process no foreign material will be imported into the trail corridor. In the final step, the trail manager will walk, ride or run the final trail checking for any impediments to the final user. Once this step has been completed the trail is ready to be reviewed by the land manager. Once the land manager approves the finished trail, the trail is ready to be opened to the general public.

The above section was prepared by Tim Wegner, co-owner of Trail Source LLC, a Minnesota Off Road Cyclist Board Member, and an International Mountain Biking Association Representative. Tim's contact information is as follows: 612-845-1345, or twegner50@yahoo.com.

Sustainability and Maintenance:

Sustainability of the trail involves two major areas: 1) design, 2) maintenance. As mentioned earlier, the trail has been designed to minimize erosion, "off trail" use, and will not use foreign material. In order to maintain the trail, the Gustavus Community Service Center will develop and advise a community service program to ensure maintenance of the trail. The students will be charged with monitoring the trail during and after the construction process. After the construction, students will periodically and regularly monitor the trail for pot holes, fallen debris, erosion, and other impediments to safe trail use. The students will clear the trail of any of the aforementioned impediments.

Safety Measures:

A Trail Head sign will be placed at the beginning of the trail and will indicate important information regarding the use of the trail. Each section of the trail will have signs that indicate level of difficulty, type of use, mileage, direction, and safety precautions. The Trail Head sign will state that users "travel at their own risk," provide trail maps and trail directions, and safety information such as local hospital and police contact information.

Sections of the trail that may cause injury, obstacles such as log rides and jumps, will have an alternate route around the obstacles for those that do not have the experience or ability to use such obstacles. Also, landing areas for the obstacles will be created so that if a user were to fall, they would be clear of rocks and debris that could cause further injury.

Liability:

The Liability information is located in attachment A.

Expenses and Funding Options:

The potential expenses for the trail are shown in attachment B.

To date, the Gustavus Community Service Center has supplied over \$3,000 in jumpstarting the initiative. These costs were for basic printing and design materials in addition to hiring Tim Wegner as the trail designer. The City of St. Peter has supplied additional support through the hiring of Bolton and Menk to map the trail.

As indicated in the potential expenses document, the expected cost for the trail is roughly \$18,000. This cost does not include on-going maintenance of the trail. Those costs will be absorbed by the College through the Community Service Center. The CSC will supply funds for the student-led program that will be charged with maintaining the trail in accordance with city

guidelines. Several funding options exist for covering the potential expenses of the trail, including but not limited to: local business support/sponsorships, grants, state and federal funding, or local individual support. As the process moves forward, the options will be explored in greater detail. However, the City of St. Peter is and will not be responsible for procuring the funds necessary for the construction of the trail.

Potential Use of the Trail:

As mentioned before, the trail will be open to users of all types, including: mountain biking, hiking, jogging, snowshoeing, and cross country skiing. The trail will not allow use of motorized vehicles or equine. At this point, the level of use is difficult to predict. However, it is expected that the trail will bring several users from outside of the St. Peter area as well as many local users. For example, another trail that was designed by Tim Wegner, Lebanon Hills in Eagan, MN, went from 10,000 users prior to the trail development to 40,000 users after the development of the trail. However, Lebanon Hills has a greater access to users as it is located in the metro area, but these results indicate that adding a trail will increase the use of the area.

Liability

Three Tasks to Manage Risks:

1. Design and build trails appropriately
2. Manage and maintain them consistently and responsibly
3. Acquire the protection of a sound insurance policy (or other risk transference strategy)

The key to avoiding lawsuits: Run a tight operation.

Understanding Risks vs. Hazards

Risk is the voluntary taking of a chance. An individual can look down an expert-level ski slope and decide to go for it. It is his choice, a risk he is willing to take. Hazards are hidden, unexpected dangers.

Who is Potentially Liable?

If someone is hurt riding trails in your community, who can be found liable? Generally speaking, every organization involved in the trail's design, construction, and maintenance could potentially be named as a defendant in a lawsuit. This would include the landowner, the trail management agency, and even related non-profit groups... potentially everyone involved in the trail.

Types of Trail-Related Lawsuits

The most common lawsuits faced by trail managers are related to negligence. They occur when an injured visitor claims that a trail manager failed to design, construct, manage or maintain the trail with reasonable and prudent care.

Negligence: In legal terms, negligence is defined as, "the failure to use that degree of care that an ordinary person of reasonable prudence would use under the given circumstances."

Elements of Negligence

In order for a negligence lawsuit to be successful, the person filing the suit (the plaintiff) must prove all of the following four elements:

Duty of Care: They must prove that you or your organization could reasonably have foreseen that your actions would affect them - that the plaintiff is owed a duty of care. If you are responsible for the safety of a trail and the plaintiff is invited to ride it, you owe a duty of care.

Breach of that duty: They must prove that you failed to perform a required task according to certain criteria, known as the expected Standard of Care.

Injury or loss: They must prove the incident resulted in loss or damages.

Proximate cause: They must prove that this breach of duty was the direct cause of their injury or loss.

What is Your Duty of Care?

- A moving target
- Different in every scenario
- Based on common sense
- What is reasonable and prudent?

Duty of Care: Four Tasks

1. Design and construct the trail appropriately
2. Inspect and maintain the trail appropriately
3. Address unreasonable hazards and post warnings
4. Anticipate foreseeable activities and take reasonable steps to protect users

Defenses When Negligence is Asserted

- Failure to Prove - Plaintiff must prove all four elements of negligence
- Inherent Risk - Risks that are an integral part of the activity
- Assumption of Risk - Rider has full knowledge of the risk and chooses to encounter it
- Comparative Negligence - Compares trail user's carelessness with the trail manager's
- Government Immunity - Immune from ordinary lawsuits, especially discretionary functions. Still liable for negligence in some cases
- Recreational Use Immunity - Laws that protect landowners from liability claims resulting from recreation
- Occupier's Liability Acts (Canada) - Canadian statutes that limit duty of care owed to recreational visitors
- Waivers and Participant Agreements - Written contract in which rider agrees not to sue and/or acknowledges risks

Multi-Use Recreational Trail, Traverse De Sioux Park, St. Peter MN

Potential Budget.

Items		# of items needed	Cost		Sub-Total
Hand-Tools					
Clinometer		1	\$ 75.00		\$ 75.00
Spade Shovel		5	\$ 8.00		\$ 40.00
Pulaski		5	\$ 55.00		\$ 275.00
McCleod		5	\$ 52.00		\$ 260.00
Handsaws		5	\$ 7.50		\$ 37.50
Tape measure		1	\$ 2.50		\$ 2.50
Weed cutters		2	\$ 12.00		\$ 24.00
Shovels		5	\$ 8.00		\$ 40.00
Loppers		5	\$ 10.00		\$ 50.00
Timber Carrier		2	\$ 60.00		\$ 120.00
Post-Hole Digger		2	\$ 20.00		\$ 40.00
Rock Bar		2	\$ 18.00		\$ 36.00
Digital Level		1	\$ 55.00		\$ 55.00
Tamping bar		5	\$ 20.00		\$ 100.00
Safety Glasses		50	\$ 2.95		\$ 147.50
Work Gloves		50	\$ 5.00		\$ 250.00
Screws		20	\$ 10.00		\$ 200.00

Total = \$ 1,752.50

Trail building materials

Wood for Bridges					\$ 2,500.00
Wood for Obstacles					\$ 1,100.00

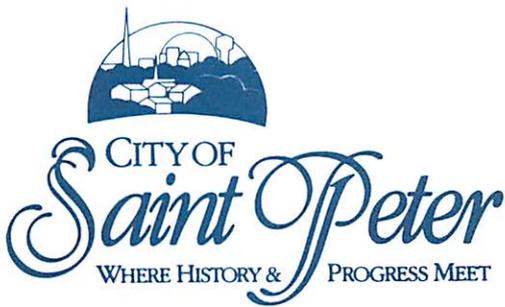
Estimated Total = \$ 3,600.00

Signs

Trailhead signs (including maps and trail information)		1	\$ 7,000.00		\$ 7,000.00
Directional Signs		10	\$ 400.00		\$ 4,000.00
Difficulty Signs		5	\$ 400.00		\$ 2,000.00

Estimated Total = \$ 13,000.00

Estimated Total Expenses = \$ 18,352.50



Memorandum

TO: Honorable Mayor Strand
Members of the City Council

DATE: June 28, 2013

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

RE: 2013 Wastewater Budget and Rates

ACTION/RECOMMENDATION

None need. For your information and discussion.

BACKGROUND

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

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

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

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

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

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

Current Debt issues:

- ✓ G.O. Water, Sewer Improvement Refunding Bond - 2004E (1997 Improvements)
2013 Debt Service \$77,900; remaining debt \$0; Final payment 2013
- ✓ G.O. Water & Sewer Revenue Bond, 2004C (Nicollet Avenue)
2013 Debt Service \$16,840; remaining debt \$16,000; Final payment 2014
- ✓ \$870,000 Taxable GO utility revenue and TIF Bonds, Series 2010B (Fine Screener/Improvements)
2013 Debt Service \$76,363; remaining debt \$301,840; Final payment 2020
- ✓ Public Facilities Authority G.O. Sewer Revenue Note 2001 (WWTF)
2013 Debt Service \$735,155; remaining debt \$5,375,000; Final payment 2021
- ✓ Public Facilities Authority G.O. Sewer Revenue Note 2002 (WWTF)
2013 Debt Service \$341,465; remaining debt \$2,783,000; Final payment 2022
- ✓ Public Facilities Authority G.O. Sewer Revenue Note 2004 (WWTF)
2013 Debt Service \$170,486; remaining debt \$1,301,000; Final payment 2022
- ✓ G.O. Sewer Revenue Refunding Bonds 2012A (WWTF)

2013 Debt Service \$133,834; remaining debt \$1,830,000; Final payment 2043

Other Budget information:

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

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

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

TP/PO/LG

	B	C	D	F	Q	13eRWAS	WR	S	T	U	V	W	X
2				WASTEWATER FUND									
3													
4				Wastewater Revenues	2009	2010	2011	2012	2012	2013	2014	2015	
5					Actual	Actual	Actual	Budget	Actual	Proposed	Proposed	Proposed	
6	602	37210		Residential Sewer Charges	2,078,885	2,085,829	2,073,623	2,124,379	2,014,765	2,081,448	2,161,265	2,161,265	
7	602	37220		Commercial Sewer Rental	0	0	0	0	0	0	0	0	
8	602	37230		Industrial Sewer Rental	0	0	0	0	0	0	0	0	
9	602	37231		Private Sales - Gac	225,882	228,570	211,390	231,564	214,178	242,978	262,978	262,978	
10	602	37232		Institutional Sales - RTC	344,616	448,501	350,668	426,775	262,399	275,487	301,740	301,740	
11	602	37233		R.O. Discharge	0	0	107,932	150,000	184,278	184,278	184,278	184,278	
12	602	37234		Governmental Sales - Kasota	94,781	99,807	90,044	101,832	76,715	80,595	88,655	88,655	
13	602	37240		Sales to Other Public Authorities	19,366	19,980	20,851	20,000	24,991	24,990	24,990	24,990	
14	602	37241		Interdepartmental Sales	154,809	191,894	170,180	170,000	158,124	160,000	160,000	160,000	
15	602	37245		Contract Effluent Treatment	0	22,609	325,062	145,000	155,480	145,000	145,000	145,000	
16				Sub-Total: Sewer Rental Charges	2,918,339	3,097,190	3,349,750	3,369,550	3,090,930	3,194,776	3,328,906	3,328,906	
18	602	37250		Connection Fees	0	0	0	160	340	160	160	160	
19	602	37255		Sewer Access Charge	19,500	28,980	11,700	20,100	20,100	18,000	15,000	15,000	
20	602	37256		Nutrient Trading	19,955	23,534	22,881	0	0	0	0	0	
21	602	37260		Penalty Revenues	22,004	23,271	22,138	22,000	21,179	21,179	21,179	21,179	
22	602	37270		Miscellaneous	80,171	178,257	88,783	80,000	114,953	80,000	80,000	80,000	
23	602	36250		Refunds & Reimbursements	0	0	0	0	0	0	0	0	
24				Sub-Total: Other Operating Rev.	141,630	254,042	145,502	122,260	156,572	119,339	116,339	116,339	
26	602	33422		Other State Grants	1,048	1,048	21,000	1,048	1,048	1,048	1,048	1,048	
27	602	36101		Special Assessments	151,972	18,443	8,590	40,000	6,214	20,000	20,000	20,000	
28	602	36102		Special Assessments - Interest	4	0	0	0	0	0	0	0	
29	602	36210		Interest Earned	11,128	1,351	3,151	7,500	8,526	5,000	5,000	5,000	
30	602	39101		Sale of Fixed Assets	175	(668)	0	0	200	0	0	0	
31	602	39200		Transfers from other Funds	0	0	0	0	0	0	0	0	
32				Sub-Total: Non-Operating Revenues	164,327	20,174	32,741	48,548	15,988	26,048	26,048	26,048	
34				TOTAL OPERATING REVENUES	3,059,969	3,351,232	3,495,252	3,491,810	3,247,502	3,314,115	3,445,245	3,445,245	
36				TOTAL REVENUES	3,224,296	3,371,406	3,527,993	3,540,358	3,263,490	3,340,163	3,471,293	3,471,293	
38				Wastewater Expenditures									
55				BioSolids									
56	602	49460	100	Wages	31,228	30,807	26,049	40,205	30,516	15,121	15,348	15,578	
57	602	49460	101	Temporary Wages	66	238	48	0	0	0	0	0	
58	602	49460	102	Overtime	1,992	312	704	1,196	555	451	458	465	
59	602	49460	112	Car Allowance	0	0	0	0	0	0	0	0	
60	602	49460	121	PERA	2,183	2,173	1,968	3,002	2,235	1,129	1,146	1,163	
61	602	49460	122	FICA	1,974	1,850	1,667	2,567	1,854	965	979	994	
62	602	49460	126	Medicare	462	433	390	600	434	226	229	233	
63	602	49460	131	Medical Insurance	4,997	6,363	5,844	7,595	7,371	4,132	4,194	4,257	
64	602	49460	132	Dental Insurance	266	438	170	600	404	232	235	239	
65	602	49460	133	Life Insurance	17	15	12	17	12	7	7	7	
66	602	49460	142	Unemployment - Direct Pay	0	0	0	0	0	0	0	0	
67	602	49460	151	Workers Compensation	1,319	1,397	1,209	1,820	1,244	622	631	641	
68	602	49460	210	Operating Supplies	34,234	47,740	43,778	48,000	53,574	48,000	48,720	49,451	
69	602	49460	211	Motor Fuels	0	0	0	900	0	0	0	0	
70	602	49460	220	Repair & Maintenance Supplies	2,104	2,503	2,772	3,000	443	443	450	456	
71	602	49460	300	Professional Services	1,234	2,105	1,885	2,000	2,501	2,501	2,539	2,577	
72	602	49460	360	Insurance	854	693	830	1,100	705	1,100	1,117	1,133	
73	602	49460	380	Utilities	41,364	46,439	43,907	44,000	42,740	42,740	43,381	44,032	
74	602	49460	404	Repair & Maint. - Equip. & Pumps	9,035	12,926	8,310	15,000	18,893	15,000	15,225	15,453	
75	602	49460	405	Repair & Maint. - Ponds	0	0	0	0	0	0	0	0	
76	602	49460	415	Equipment Rental	0	0	0	0	0	0	0	0	
77	602	49460	433	Dues and Subscriptions(Permits)	0	0	0	0	0	0	0	0	
78				Sub-Total: Biosolids	133,329	156,432	139,543	171,402	163,481	132,669	134,659	136,679	
80					2009	2010	2011	2012	2012	2013	2014	2015	
81					Actual	Actual	Actual	Budget	Actual	Proposed	Proposed	Proposed	
82				Collector System/Lift Stations									
83	602	49470	100	Wages	119,570	99,419	93,078	92,242	95,363	146,428	148,624	150,854	
84	602	49470	101	Temporary Wages	4,011	4,624	2,724	2,050	11,408	2,050	2,081	2,112	
85	602	49470	102	Overtime	9,014	4,276	3,420	8,992	2,917	11,073	11,239	11,408	
86	602	49470	112	Car Allowance	527	540	540	540	540	540	548	556	
87	602	49470	121	PERA	8,360	7,251	7,374	7,339	6,855	11,419	11,590	11,764	
88	602	49470	122	FICA	7,740	6,505	6,526	6,404	6,672	8,992	10,040	10,191	
89	602	49470	126	Medicare	1,810	1,521	1,526	1,498	1,561	2,313	2,348	2,383	
90	602	49470	131	Medical Insurance	25,142	20,804	15,245	18,634	15,955	34,514	35,032	35,557	
91	602	49470	132	Dental Insurance	2,312	738	981	1,266	1,120	2,103	2,135	2,167	
92	602	49470	133	Life Insurance	60	48	42	37	39	62	63	64	
93	602	49470	142	Unemployment - Direct Pay	0	0	0	0	0	0	0	0	
94	602	49470	151	Workers Compensation	3,390	3,579	2,971	3,961	3,042	6,281	6,375	6,471	
95	602	49470	210	Operating Supplies	1,390	933	1,303	5,800	6,564	3,000	3,045	3,091	
96	602	49470	211	Motor Fuels	5,398	12,235	14,861	14,800	15,522	13,000	13,195	13,393	
97	602	49470	220	Repair & Maintenance Supplies	7,002	2,302	2,624	2,500	1,592	3,000	3,045	3,091	
98	602	49470	300	Professional Services	2,735	1,391	1,991	2,200	4,122	4,122	4,184	4,247	
99	602	49470	360	Insurance	1,908	1,326	1,311	2,000	1,111	2,000	2,030	2,060	
100	602	49470	380	Utilities	23,776	32,303	32,298	28,000	30,080	30,080	30,531	30,989	
101	602	49470	401	Repair & Maint. - Buildings	1,781	1,004	19	500	554	1,000	1,015	1,030	
102	602	49470	402	Repair & Maint. - Lift Stations	6,591	2,511	2,359	15,000	14,657	4,000	4,060	4,121	
103	602	49479	404	Repair & Maint-Equipment & Mach	19,958	26,172	48,082	48,000	50,380	50,380	51,136	51,903	
104	602	49470	405	Repair & Maint. - Mains	2,698	16,768	14,225	12,000	11,472	5,000	5,000	5,151	

	B	C	D	E	F	Q	13eR	WAS	WR	S	T	U	V	W	X
105	602	49470	410		Repair & Maint. - SCADA System	0	0	0	0	0	0	0	2,500	2,538	2,576
106	602	49470	430		Miscellaneous	0	0	0	0	0	0	0	0	0	0
107					Sub-Total: Collection	255,171	246,350	253,480	273,763	281,526	344,757	349,928	355,177		
108					Source/Treatment										
109	602	49480	100		Wages	194,607	212,369	180,342	223,969	225,606	183,561	186,314	189,109		
110	602	49480	101		Temporary Wages	2,162	1,547	1,351	2,734	695	695	705	716		
111	602	49480	102		Overtime	2,666	2,492	3,035	6,190	4,408	4,981	5,056	5,132		
112	602	49480	112		Car Allowance	527	540	540	540	540	540	548	556		
113	602	49480	121		PERA	12,868	15,082	13,589	16,687	16,419	13,869	13,874	14,082		
114	602	49480	122		FICA	11,309	12,557	11,583	14,439	13,663	11,859	12,037	12,217		
115	602	49480	126		Medicare	2,645	2,937	2,709	3,377	3,196	2,773	2,815	2,857		
116	602	49480	131		Medical Insurance	42,982	50,736	44,180	56,652	49,708	47,329	48,039	48,760		
117	602	49480	132		Dental Insurance	3,257	2,624	1,826	3,223	3,265	2,643	2,683	2,723		
118	602	49480	133		Life Insurance	95	104	81	93	92	78	79	80		
119	602	49480	151		Workers Compensation	7,278	7,702	6,784	9,118	7,002	7,641	7,756	7,872		
120	602	49480	210		Operating Supplies	104,556	119,841	122,898	100,000	117,550	115,000	116,725	118,476		
121	602	49480	211		Motor Fuels	13,495	16,831	9,042	25,000	19,263	22,000	22,330	22,665		
122	602	49480	220		Repair & Maintenance Supplies	5,894	12,885	9,727	2,000	317	10,000	10,150	10,302		
123	602	49480	300		Professional Services	62,319	53,261	87,780	60,000	82,689	82,689	83,929	85,188		
124	602	49480	360		Insurance	31,627	18,486	18,449	30,000	18,046	30,000	30,450	30,907		
125	602	49480	380		Utilities	422,947	463,162	438,558	422,000	410,915	415,000	421,225	427,543		
126	602	49480	401		Repair & Maint. - Bldgs	21,073	27,439	11,002	3,000	3,535	10,000	10,150	10,302		
127	602	49480	404		Repair & Maint. - Equip. & Pumps	39,345	51,985	32,427	50,000	44,463	44,463	45,130	45,807		
128	602	49480	405		Repair & Maint. - Ponds	0	0	0	0	0	0	0	0		
129	602	49480	415		Equipment Rental	0	0	7	50	5	50	51	52		
130	602	49480	433		Dues and Subscriptions	70	25	0	50	0	50	51	52		
131					Sub-Total: Source/Tmmt	981,722	1,072,605	995,910	1,029,122	1,021,377	1,005,021	1,020,096	1,035,398		
132										2012	2013	2014	2015		
133						2009	2010	2011	2012	Actual	Proposed	Proposed	Proposed		
134						Actual	Actual	Actual	Budget	Budget	Budget	Budget	Budget		
135					Administrative and General										
136	602	49490	100		Wages	38,470	38,097	35,945	46,910	42,864	47,774	48,491	49,218		
137	602	49490	101		Temporary Wages	0	0	0	0	0	0	0	0		
138	602	49490	102		Overtime	167	66	56	295	104	301	306	310		
139	602	49490	112		Car Allowance	354	363	363	365	363	365	370	376		
140	602	49490	121		PERA	2,479	2,710	2,990	3,416	3,071	3,479	3,531	3,584		
141	602	49490	122		FICA	2,176	2,276	2,414	2,927	2,491	2,981	3,026	3,071		
142	602	49490	126		Medicare	509	532	564	684	583	697	707	718		
143	602	49490	131		Medical Insurance	9,390	11,108	12,591	15,067	12,920	14,012	14,222	14,436		
144	602	49490	132		Dental Insurance	579	713	586	802	1,021	784	796	808		
145	602	49490	133		Life Insurance	20	19	20	23	20	23	23	24		
146	602	49490	151		Workers Compensation	536	584	472	926	711	960	974	989		
147	602	49490	200		Office Supplies	2,579	2,025	3,110	2,500	2,870	2,500	2,538	2,576		
148	602	49490	205		Misc. Employee Expenses	5,234	4,894	7,001	7,300	9,027	7,300	7,410	7,521		
149	602	49490	210		Operating Supplies	708	294	750	1,500	647	1,500	1,523	1,545		
150	602	49490	211		Motor Fuels	244	0	95	0	18	18	19	19		
151	602	49490	220		Repair & Maintenance Supplies	1,359	1,197	1,184	700	2,849	700	711	721		
152	602	49490	300		Professional Services	10,653	20,548	7,663	38,200	38,303	10,000	10,150	10,302		
153	602	49490	321		Telephone	4,242	3,899	3,790	4,600	4,330	4,330	4,395	4,461		
154	602	49490	322		Postage	188	121	238	200	48	200	203	206		
155	602	49490	331		Travel & Training	5,794	3,985	5,599	8,000	5,160	8,000	8,120	8,242		
156	602	49490	340		Advertising	0	44	472	400	335	400	406	412		
157	602	49490	351		Legal Notices & Publications	0	0	6	50	0	50	51	52		
158	602	49490	354		Printing & Binding	0	0	0	50	0	50	51	52		
159	602	49490	360		Insurance	2,484	1,478	1,484	3,000	1,303	3,000	3,045	3,091		
160	602	49490	380		Utilities	4,178	4,119	3,793	4,500	3,382	4,200	4,263	4,327		
161	602	49490	401		Repair & Maint. - Buildings	729	544	1,278	3,800	1,135	2,000	2,030	2,060		
162	602	49490	404		Repair & Maint. - Equip. & Mach.	2,156	1,440	4,100	2,000	3,874	2,000	2,030	2,060		
163	602	49490	430		Miscellaneous	0	0	0	50	0	50	51	52		
164	602	49490	433		Dues and Subscriptions	7,403	7,565	6,543	12,050	6,839	12,050	12,231	12,414		
165					Sub-Total: Administration	102,631	108,601	103,107	160,315	144,268	129,724	131,670	133,645		
166															
167															
168															
169					Customer Accounts										
170	602	49495	100		Wages	15,517	14,872	13,786	15,694	16,699	16,011	16,251	16,495		
171	602	49495	102		Overtime	408	60	98	326	163	332	337	342		
172	602	49495	121		PERA	986	1,050	1,122	1,161	953	1,185	1,203	1,221		
173	602	49495	122		FICA	897	886	929	993	874	1,013	1,028	1,044		
174	602	49495	126		Medicare	210	207	217	232	205	237	241	244		
175	602	49495	131		Health Insurance	3,045	3,334	3,346	3,667	3,136	3,389	3,440	3,491		
176	602	49495	132		Dental Insurance	173	163	209	158	161	154	156	159		
177	602	49495	133		Life Insurance	5	5	5	5	5	5	5	5		
178	602	49495	151		Worker's Compensation	89	93	83	111	85	115	117	118		
179	602	49495	200		Office Supplies	838	807	313	1,100	1,156	1,156	1,173	1,191		
180	602	49495	211		Motor fuels	221	308	454	300	407	400	406	412		
181	602	49495	300		Professional Services	2,340	1,513	2,016	2,100	1,886	1,886	1,914	1,943		
182	602	49495	322		Postage	4,845	5,085	5,174	4,800	5,235	4,900	4,974	5,048		
183	602	49495	331		Travel & Training	0	0	0	100	0	0	0	0		
184	602	49495	354		Printing & Binding	0	0	0	200	0	0	0	0		
185	602	49495	360		Insurance	258	168	162	450	137	450	457	464		
186	602	49495	404		Repair & Maint. - Equipment & Mach.	1,256	1,343	1,353	1,700	1,702	1,700	1,726	1,751		
187	602	49495	430		Miscellaneous	0	0	0	0	0	0	0	0		
188	602	49495	904		Bad Debt Expense	1,256	573	0	1,300	446	1,300	1,339	1,399		

	B	C	D	F	Q	13eR	WAS	WR	S	T	U	V	W	X
189				Sub-Total: Customer Accounts	32,342	30,465	29,267	34,397	33,250	34,233	34,746	35,268		
191				Operating Expenses	1,505,195	1,614,453	1,521,307	1,668,999	1,643,902	1,646,404	1,671,100	1,686,167		
193				Operating Income (loss):	1,554,774	1,736,779	1,973,945	1,822,811	1,603,600	1,667,711	1,774,145	1,749,078		
195				Depreciation										
198	602	49970	420	Depreciation	790,309	825,791	809,504	825,000	801,198	801,198	801,198	801,198		
199	602	49980	611	Interest Payments										
200				Bond Interest Payments	414,979	389,553	379,444	350,901	350,901	321,803	280,585	255,032		
201				Transfers										
202	602	49990	720	Operating Transfer	259,016	216,769	217,340	219,021	216,232	0	216,379	216,379		
203	602	49990	722	Contributed Utility Services	17,702	18,335	19,016	19,200	23,095	20,000	20,300	20,605		
204				Sub-Total: Transfers & Contributions	276,718	235,104	236,356	238,221	239,327	20,000	236,679	236,983		
205														
208				Expenditure Total for Income Statement:	2,987,201	3,064,901	2,946,611	3,083,121	3,035,328	2,789,405	2,989,562	2,989,380		
209														
208				NET INCOME:	237,095	306,505	581,382	457,237	228,162	550,758	481,731	481,913		
210														
211					2009	2010	2011	2012	2012	2013	2014	2015		
212				Capital - Collector System	Actual	Actual	Actual	Budget	Actual	Proposed	Proposed	Proposed		
213	602	48210	300	Professional Services	179	0	172	15,000	15,950	7,000	15,000	15,000		
214	602	48210	520	Building/Structural Improvements	1,880	0	4,426	27,753	27,753	7,000	11,200	12,500		
215	602	48210	532	Utility Infrastructure: Mains	106,656	93,430	31,504	82,000	23,904	248,000	18,000	86,000		
216	602	48210	580	Other Equipment	8,436	0	0	3,835	3,835	1,000	15,500	120,000		
217					117,151	93,430	36,102	128,588	71,442	263,000	59,700	233,500		
223				Capital - Treatment System										
224	602	48220	300	Professional Services	10,351	1,370	2,581	7,500	6,720	5,000	8,000	8,000		
225	602	48220	510	Land	0	0	0	0	0	0	0	0		
226	602	48220	520	Building/Structural Improvements	202,289	46,834	38,462	127,300	62,319	125,200	150,200	92,000		
227	602	48220	580	Other Equipment	0	0	20,548	3,800	0	3,000	5,500	19,000		
228					212,640	48,004	61,591	138,800	69,039	133,200	163,700	119,000		
229				Capital - General Plant										
230	602	48230	520	Building/Structural Improvements	0	0	0	2,500	0	0	3,000	10,000		
231	602	48230	540	Heavy Machinery	0	0	0	0	0	0	30,000	0		
232	602	48230	550	Motor Vehicles	0	0	0	0	0	0	292,500	62,000		
233	602	48230	580	Other Equipment	6,450	5,353	12,590	13,750	9,877	13,000	12,000	6,000		
234					6,450	5,353	12,590	16,250	9,877	13,000	337,500	78,000		
235				Bond Principal Payments										
236	602			Principal Payments on Bonds	1,055,720	1,079,520	1,119,730	2,947,960	2,947,960	1,230,240	1,159,375	1,166,375		
237														
238														
239														
240				WASTEWATER FUND										
241				Statement of Sources and Applications of Cash										
242														
243					2009	2010	2011	2012	2012	2013	2014	2015		
244					Actual	Actual	Actual	Budget	Actual	Proposed	Proposed	Proposed		
245				Sources of Cash:										
246														
247				Net Income (loss)	\$237,095	\$306,505	\$581,382	\$457,237	\$228,162	\$550,758	\$481,731	\$481,913		
248				Add depreciation	790,309	825,791	809,504	825,000	801,198	801,198	801,198	801,198		
249														
250				Total	1,027,404	1,132,296	1,390,886	1,282,237	1,029,360	1,351,956	1,282,929	1,283,111		
251														
252				Application of cash:										
253														
254				Purchase of fixed assets	(336,241)	(146,787)	(110,283)	(283,438)	(150,358)	(409,200)	(560,900)	(430,500)		
255														
256				Change in assets and liabilities	(87,339)	(127,794)	63,719	0	58,330	0	0	0		
257														
258				Bond Proceeds	250,000	218,930	0	1,890,000	1,890,000	200,000	262,500	120,000		
259														
260				Principal payments of long-term debt	(1,055,720)	(1,079,520)	(1,119,730)	(2,947,960)	(2,947,960)	(1,230,240)	(1,159,375)	(1,166,375)		
261														
262				Capital contributed by other sources	0	0	0	0	0	0	0	0		
263														
264				Total	(1,229,300)	(1,135,171)	(1,166,294)	(1,341,398)	(1,149,988)	(1,439,440)	(1,457,775)	(1,476,875)		
265														
266				Net increase (decrease) in cash	(201,896)	(2,875)	224,592	(59,161)	(120,628)	(87,484)	(174,846)	(193,764)		
267														
268				Cash balance - January 1	693,494	491,598	488,723	713,315	713,315	592,687	505,203	330,356		
269														
270				restricted reserve	347,573	402,767	484,507	524,507	508,074	477,074	521,074	566,074		
271				Cash balance - December 31	\$144,025	\$85,956	\$248,808	\$129,647	\$84,613	-\$28,129	-\$190,718	(\$429,482)		
272				Percent of next year operations	4.9%	2.9%	8.2%	4.3%						
273				Percent of same year operations					2.8%	1.0%	-6.4%	-14.4%		

Wastewater Utility Capital Plan

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

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Wastewater Utility Maintenance Plan

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

Wastewater Utility Capital Plan

		2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
602.48210	Collector Systems										
300	Professional Services	\$7,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$11,000	\$12,000	\$12,000	\$12,500
532	North Interceptor	Phase 1	\$48,000								
532	North Interceptor	Phase 2	\$125,000								
532	North Interceptor	Phase 3									
532	North Interceptor	Phase 4			\$60,000						
532	North Interceptor	Phase 5				\$60,000					
532	North Third Street	2013	\$75,000								
532	Subdivision Development		\$0	\$10,000	\$12,000	\$12,000	\$12,000	\$13,000	\$14,000	\$14,000	\$10,000
580	Mainline Camera Replacement	2015			\$120,000						
580	Replace Service Line Camera	2014		\$10,000		\$10,000					\$10,000
580	Collection System Trash Pumps	2010/2019						\$6,000			
580	Samplers - Stationary			\$4,000			\$4,000				\$4,000
580	Samplers - Portable				\$4,000				\$4,000		
580	Bumper Crane									\$8,000	
580	Pneumatic Plugs		\$1,000	\$1,500				\$2,500			
602.48210	Collector Systems Total	\$256,000	\$35,500	\$202,000	\$86,000	\$32,000	\$26,000	\$32,500	\$30,000	\$34,000	\$36,500
602.48220	Treatment Facilities										
300	Professional Services		\$5,000	\$8,000	\$8,000	\$8,000	\$9,000	\$9,000	\$9,500	\$9,500	\$10,000
520	Exterior Building Maintenance	2013		\$10,000		\$25,000					\$15,000
520	Pretreatment (Pista Grit)	2019						\$22,000			
520	Pretreatment (Cyclone Separator)	2018					\$27,000				

520	Pretreatment (Fine Screen)	2021								\$350,000		
520	Pretreatment (Sample Pump)	2010		\$2,000	\$2,000		\$2,000		\$2,000		\$2,200	
520	Pretreatment (Sampler)	2013	\$4,000			\$4,000					\$4,000	
520	Primary Treatment (Mixers)	2014		\$6,000		\$6,000		\$6,000		\$6,000		
520	Thermal Imaging	2013		\$12,000			\$12,000					
520	Primary Treatment (Poly Pump)	2013		\$6,200		\$6,200					\$6,200	
520	Primary Treatment (Feric Pumps)	2013		\$13,500					\$13,500			
520	Primary Treatment (Scum Pipe)	2012										
520	Primary Treatment (Traveling Bridge)	2024										
520	B A F (Lift Pumps)	2017				\$9,000						
520	Biosolids Sludge Pump	2014		\$10,000								
520	Biosolids (Roots Blower) #8	2013	\$5,000				\$5,000				\$5,000	
520	Effluent Sampler	2013	\$5,700				\$8,000					
520	Replace JWC Grinder with Fine Screen			\$4,000				\$4,000				
520	New 3" trash pump	2013		\$3,500							\$3,500	
580	2 Wheel Trench Box Hauler(WW33%/W33%/SW33%)						\$1,200					
580	Snow Blower			\$2,500				\$3,000				
602.48220	Treatment Facilities Total		\$19,700	\$77,700	\$8,000	\$10,000	\$58,200	\$64,200	\$44,000	\$25,000	\$365,500	\$45,900

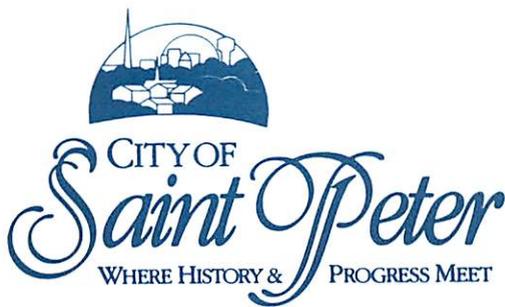
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602.48230	General Plant Sewer											
520	Public Works Improvements		\$3,000	\$5,000		\$8,000		\$5,000		\$5,000		
520	GIS Mapping / Data System			\$5,000						\$5,000		
540	Backhoe Replacement	2014	\$30,000									
550	Replace Unit #64 f250 1994	(10% of \$65,000) 2013	\$0									
550	Replace Unit #26 2002 f350	2013	\$30,000								\$31,000	
550	Replace Unit #27 2001 vactor (75%WW-25%SW)		\$262,500									
550	Replace Unit #12003 f150	(33% of \$36,000) - 2013	\$0		\$12,000						\$15,000	
550	Replace Unit #4 1995 chevy pickup			\$27,000								
550	Replace Unit #90 f250 2002			\$26,000								
550	Replace Unit #36 2001 caravan	(33% of \$27,000) - 2013	\$0		\$9,000						\$10,000	
550	Replace Unit #68 JD 444H 2003	2017				\$50,000						
580	Riding Lawn Mower with ATT:	2013	\$4,000				\$4,000				\$4,000	
580	Safety Equipment Upgrade/Replacement		\$4,000	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,800	
580	Cell phone Upgrades			\$2,500		\$2,500		\$2,500		\$2,500	\$2,500	
580	#552 2004 John Deere Riding Mower 1435 series II					\$21,000						
580	Computer Upgrades		\$2,000	\$7,000		\$7,000		\$7,000			\$7,500	
580	Line Locator Replacement (WW 50%, W50%)		\$2,000		\$2,000		\$2,000		\$2,000		\$2,200	
580	Gas Monitor Replacement		\$1,000		\$1,500		\$1,500		\$1,500		\$1,500	
602.48230	General Plant Sewer Totals		\$13,000	\$337,500	\$78,000	\$45,000	\$64,000	\$9,000	\$18,000	\$5,000	\$16,200	\$72,800
	Sub-totals		\$409,200	\$560,900	\$430,500	\$262,300	\$278,300	\$217,200	\$210,800	\$185,300	\$536,200	\$283,151
	Bond Debt Service Payments		\$1,552,043	\$1,439,960	\$1,421,407	\$1,382,689	\$1,387,744	\$1,385,158	\$1,385,435	\$1,382,163	\$1,346,062	\$610,069
	Total Cost		\$1,961,243	\$2,000,860	\$1,851,907	\$1,644,989	\$1,666,044	\$1,602,358	\$1,596,235	\$1,567,463	\$1,882,262	\$893,220
	yearly change			\$39,617	(\$148,953)	(\$206,918)	\$21,055	(\$63,686)	(\$6,123)	(\$28,772)	\$314,799	(\$989,042)

22

23

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



Memorandum

TO: Todd Prafke
City Administrator

DATE: 06/28/13

FROM: Lewis Giesking
Director of Public Works

RE: Proposal to Lease/Purchase Portable Lifts for Equipment Maintenance

ACTION/RECOMMENDATION

None needed. For your discussion only.

BACKGROUND

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

Recently the Public Works Department learned of the availability of a "wireless" set of portable hoists with a 72,000 pound capacity. Our Mechanic had the opportunity to utilize these hoists, in his shop over the last three weeks for maintenance of a variety of pieces of equipment. (The portable hoists were returned to the vendor on June 26, 2013.). The Public Works maintenance shop has a thick concrete floor, which is great for utilization of the portable hoists; however, storage space is reduced in the shop. The Council may remember seeing those hoist during the tour they took about three weeks ago. Use of the hoists will provide the opportunity to work on multiple vehicles while waiting for parts delivery. They provide safety especially when combined with jack stands, when working on a variety of the larger and unique vehicles including buses. Ultimately, the Mechanic will improve in efficiency and effectiveness in dealing with the large number of vehicles he has to maintain.

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

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

For safety, it is proposed to also purchase jack stands to be utilized when the portable lifts are in the raised position such as:

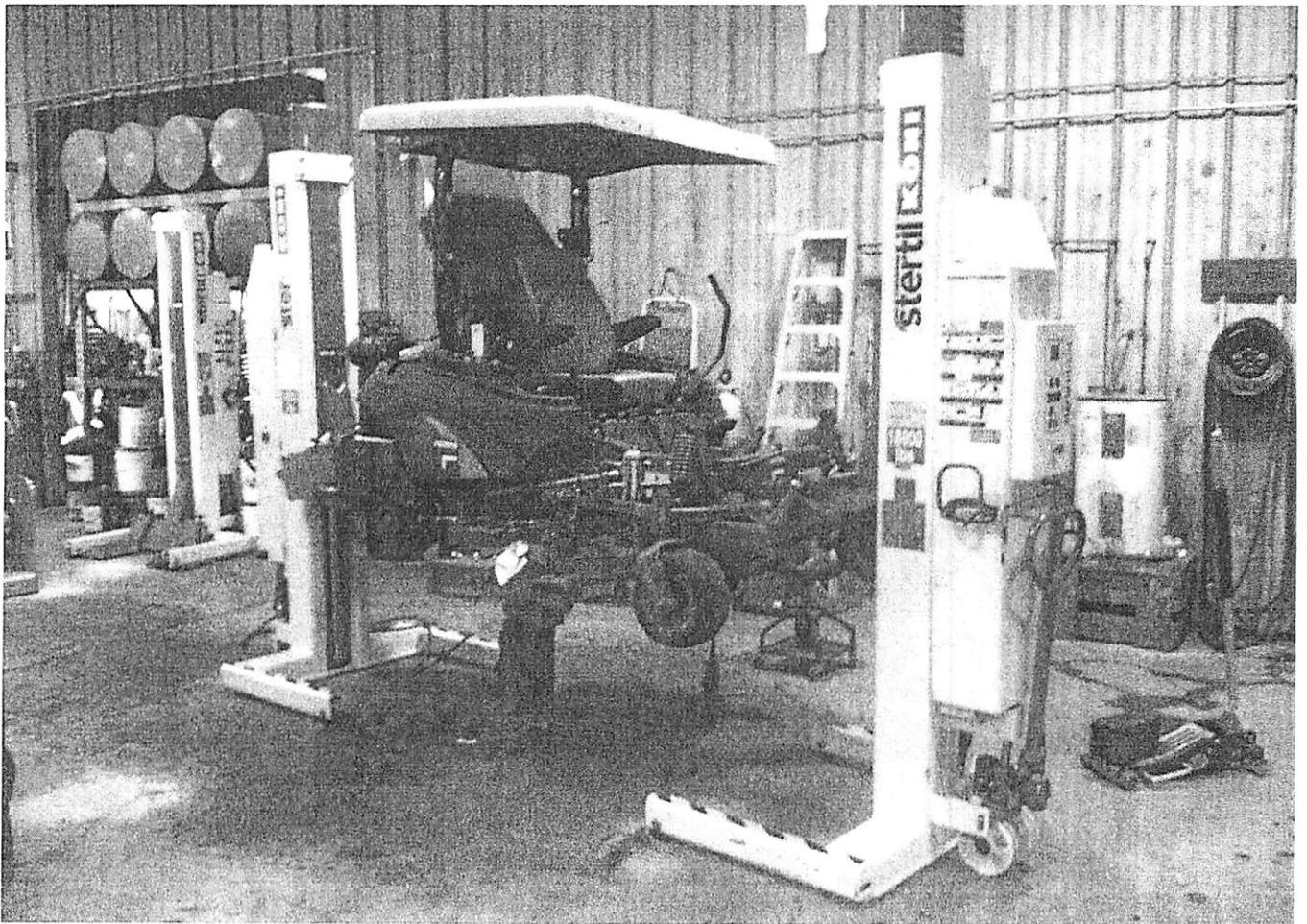
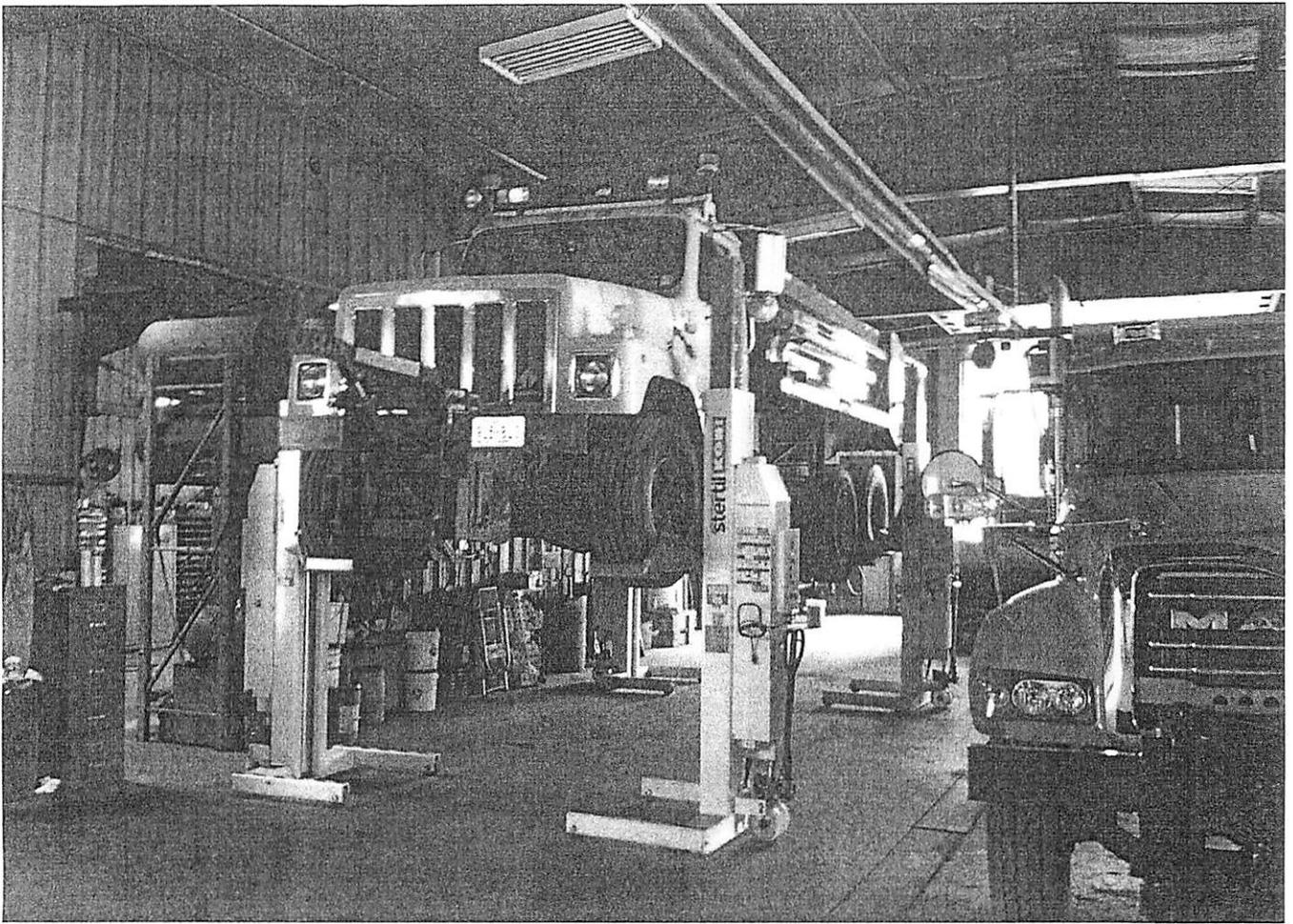
Stertil Koni model JS-H8, capacity 8.2 ton, foldable, 10 locking positions, range 49"-79" & 53"-84" with fine adjustment at \$768.00 each.

As this lift equipment would increase safety and productivity immediately, staff would propose lease/purchase the equipment. The Stertil Koni Company has a financing company that would provide the City a monthly lease until such time as funding is available to exercise a buyout for the remainder of the cost of the equipment. It is proposed to lease equipment for six months, then utilize the 2013 Equipment Certificate to buy out the lease agreement. This is an option staff will review along with use of cash, equipment certificate, and other potential opportunities. We have interest in this purchase and my hope is to gauge the Council's interest by discussing it at the workshop.

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

LGG/vwt







June 10, 2013

To: Dave Schoenbeck

From: Gabe Jarnot

Re: Municipal Lease Options with Early Buy-Out Clause for City of St. Peter

Lease Amount: \$38,807

Term: 36 Months

Advance: 1 Payment

Monthly Payment: \$1,194.93

Purchase Option: \$1.00

Early Buy-out Options:	After 6 <u>Pmts:</u>	After 12 <u>Pmts:</u>	After 18 <u>Pmts:</u>	After 24 <u>Pmts:</u>
	\$34,398	\$27,738	\$20,966	\$14,080

- All terms subject to credit review and do not include applicable tax.

If you have any questions, or for other lease options you can reach me at 800-471-2122.

Thanks,

Gabe Jarnot
SVP Business Development