



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

Regular City Council Meeting of Tuesday, May 29, 2012
Community Center Governors' Room - 7:00 p.m.

- I. CALL TO ORDER**
- II. APPROVAL OF AGENDA**
- III. APPROVAL OF MINUTES**

- IV. VISITORS**
 - A. Scheduling of Visitor Comments on Agenda Items
 - B. General Visitor Comments

- V. APPROVAL OF CONSENT AGENDA ITEMS**

- VI. UNFINISHED BUSINESS**
 - A. Modification to 2012 Street Maintenance Budget

- VII. NEW BUSINESS**
 - A. Request for City Assistance: Bluesfest
 - B. Old Hospital Site (Park Row Crossing) MnHFA Application
 - C. Generation Catalytic Engineering
 - D. Swift and Summer Intersection Bids Approval
 - E. Equipment Certificate Purchase, Wheel Saw
 - F. ScholarshipAmerica Lease
 - G. New Licenses

- VIII. REPORTS**
 - A. **MAYOR**

 - B. **CITY ADMINISTRATOR**
 - 1. Pool Opening
 - 2. Rain Barrel Program Update
 - 3. Others

- IX. ADJOURNMENT**

Office of the City Administrator
Todd Prafke



I. **CALL TO ORDER**

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

II. **APPROVAL OF AGENDA**

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

III. **APPROVAL OF MINUTES**

A copy of the minutes of the May 14, 2012 regular Council meeting is attached for approval. 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**

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 May 10, 2012 through May 23, 2012, is attached. Please see the attached staff reports and RESOLUTION.

VII. **UNFINISHED BUSINESS**

A. **ADOPTION OF A RESOLUTION MODIFYING THE 2012 STREET MAINTENANCE BUDGET**

An increase of \$40,000 is recommended based on Local Government Aid decisions made by the State Legislature and the positive financial outcome of the 2011 General Fund. Please see the attached staff report and RESOLUTION.

VIII. **NEW BUSINESS**

A. **ADOPTION OF A RESOLUTION AUTORIZING CITY ASSISTANCE FOR BLUESFEST**



Staff is recommending approval of a request for City assistance to the Saint Peter Ambassadors for Bluesfest to be held in Minnesota Square Park. Please see the attached staff report and RESOLUTION.

- B. ADOPTION OF A RESOLUTION PROVIDING SPECIFIC SUPPORT FOR AN APPLICATION FOR FUNDS TO MINNESOTA HOUSING FINANCE AGENCY FOR A MULTI-FAMILY DEVELOPMENT ON THE OLD HOSPITAL SITE.**

The City Council has reviewed concept and financing for this project and staff is recommending approval of a resolution. Please see the attached staff report and RESOLUTION.

- C. ADOPTION OF A RESOLUTION PROVIDING FOR ENGINEERING SERVICE TO DESIGN SPECIFICATIONS FOR CATALYTIC ENHANCEMENT TO GENERATOR ENGINES AT THE BROADWAY GENERATION FACILITY**

Due to changes in EPA emission standards additional sequestration of Co2 is required in the very near future. It is recommended DGR Engineers be retained to design the installation of oxidation catalyst for the generation plant for a lump sum fee of \$29,000 plus estimated hourly fees for construction inspection of \$14,000. Please see the attached staff report and RESOLUTION.

- D. ADOPTION OF A RESOLUTION APPROVING BIDS FOR INTERSECTION WORK AT THE CONRER OF SWIFT AND SUMNER STREETS.**

Repairs are needed to ease stormwater issues that are present at the intersection. Please see the attached staff report and RESOLUTION.

- E. ADOPTION OF A RESOLUTION TO APPROVE AN EQUIPEMNT CERTIFICATE PURCHASE OF A USED WHEEL SAW**

The City has a number of street surfaces the exceed six inches in depth. A used wheel cutter is available and funding has been budgeted in the 2012 equipment certificate. It is recommended the City Council authorize the purchase from Ziegler CAT for \$11,542.50. Please see the attached staff report and RESOLUTION.

- F. ADOPTION OF A RESOLUTION AUTHORIZING A LEASE WITH SCHOLARSHIPAMERICA.**



Staff is recommending a lease of about 2 acres from ScholarshipAmerica for recreational use for \$10.00 per year. Please see the attached staff report and RESOLUTION.

G. ADOPTION OF A RESOLUTION APPROVING BUSINESS LICENSE APPLICATION

An application has been received for a 6 month Peddler license. Please see the attached staff report and RESOLUTION.

IX. REPORTS

A. MAYOR

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

B. CITY ADMINISTRATOR

1. REPORT ON POOL OPENING

An oral report will be provided at this time.

2. REPORT ON Rain Barrel Program

An oral report will be provided at this time.

3. OTHERS

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

X. ADJOURNMENT

Office of the City Administrator
Todd Prafke

CITY OF SAINT PETER, MINNESOTA

OFFICIAL PROCEEDINGS

**MINUTES OF THE CITY COUNCIL MEETING
MAY 14, 2012**

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Saint Peter was conducted in the Governors' Room of the Community Center on May 14, 2012.

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

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

Public Hearing: Rental Certificate 212-214 South Minnesota Avenue - Mayor pro tem Carlin opened the public hearing at 7:02 p.m. City Attorney Brandt stated the hearing had been scheduled due to violations of City Code Section 10-108 regarding rental certification of the property owned by Kasota Properties LLC at 212-214 South Minnesota Avenue. Brandt indicated the violations were failure to obtain a residential rental certification for the property; failure to arrange for inspections by the City Building Department for health and safety issues; and failure to address violations by tenants of nuisance and noise complaints as evidenced by reports from the Saint Peter Police Department. City Building Official Dean Busse addressed the Council to review the history of several unsuccessful attempts to get in touch with the property owner to discuss abatement of the violations including a letter that was sent to Kasota Properties after the first noise violation on October 22, 2011; subsequent phone calls to the property owner; an additional letter on February 17, 2012 after a public nuisance and unlawful assembly violation by the tenants; and a certified letter regarding a failure by the property owner to renew the rental certification for the property. Busse indicated that the property owner did not respond to any of staff's attempts to contact him until he was served with notice by the Le Sueur County Sheriff's Department on March 14, 2012. Busse also reported that the Police Department had served notice to abate exterior nuisances on the property including unlicensed vehicles, tires, refuse containers being placed on neighboring properties. Busse noted that some of those items had been cleaned up.

Andrew Tatge, attorney with Gislason & Hunter, appeared on behalf of Kasota Properties. Mr. Tatge also appeared with Terri Goebel of Coldwell Banker Commercial Fisher Group, the company hired to serve as property manager for the rental property. Tatge claimed the March 14, 2012 notice was the first notice received by the property owner regarding the violations and Mr. Olson had immediately sent in a check for \$720 for the rental certificate and late fees. Tatge stated his client was working with the City to remedy the issues identified and most of the items on the notice to abate had been completed. Ms. Goebel stated she had been hired on May 1st and had just recently been provided with the list of items identified by the City Building Inspector as needing to be addressed and most of the items has been corrected. Goebel stated she was waiting to hear from contractors as to whether the doors and windows needed to be replaced or if they could be repaired and indicated that if replacement was necessary it could take six weeks or more to receive the materials. She also indicated that the property owner may consider adding siding to the building at great expense. Tatge indicated the payment of the \$720 showed his client's intent to resolve the issue and move forward; that they were

working to evict the "trouble" person; had revised leases with language suggested by the City Attorney and his client was undergoing great expense to resolve the issues. Tatge suggested that the City Code did not provide for implementation of a fine on his client for City administrative costs and suggested the Council take no action on the proposed resolution and allow Kasota Properties time to complete the remaining issues and then the Council should dismiss the action completely. Tatge asked to have the petition dismissed and indicated the issues did not set a precedence for Kasota Properties and his client had "learned their lesson".

City Attorney Brandt asked Tatge if he would acknowledge receipt of the February 29, 2012 letter from the City of Saint Peter. Tatge indicated he could not do so. Brandt asked if the property owner had applied for a rental certificate. Tatge indicated he was unaware if the application had been completed. Brandt stated that the property owner had simply sent in funds but even after one more month had done nothing further to get the property certified and Brandt offered that if the property owner had responded and followed through with the rental certification process, the City Council would not be taking the proposed action.

Tatge suggested that the Council look forward and not at past issues. City Administrator Prafke stated that the property has not yet even been scheduled for an inspection and all the preliminary work to indicate to the property owner what would need to be abated before a rental inspection was completed did not provide for a rental certificate to be issued.

Councilmembers questioned what would happen if the resolution was adopted. Prafke indicated Kasota Properties would then have thirty days to apply for a rental certificate, schedule an inspection, pass the inspection and pay the fine and if all that occurred before the thirty day timeline, the issue would be resolved. Prafke cautioned that if the issues weren't resolved in the thirty day timeline, the City could take additional action or move the violation to District Court.

Councilmember Kvamme questioned whether the property owner and Fisher Group were aware of the need for Heritage Preservation Commission approval for exterior and window replacements as the property is located in the Heritage Preservation District. Goebel indicated she was unaware of that requirement.

There being no further comments, the public hearing was declared closed at 7:30 p.m.

Approval of Minutes – A motion was made by Kvamme, seconded by Pfeifer, to approve the minutes of the April 23, 2012 regular City Council meeting. With all in favor, the motion carried and the minutes were approved. A complete copy of the minutes of the April 23, 2012 regular City Council meeting is contained in the City Administrator's book entitled Council Proceedings 18.

A motion was made by Kvamme, seconded by Brand, to approve the minutes of the April 24, 2012 Board of Appeal and Equalization meeting. With all in favor, the motion carried and the minutes were approved. A complete copy of the minutes of the April 24, 2012 Board of Appeal and Equalization meeting is contained in the City Administrator's book entitled Council Proceedings 18.

Consent Agenda – In motion by Kvamme, seconded by Carlin, Resolution No. 2012-56 entitled "Resolution Approving Consent Agenda" was introduced. Councilmember Brand questioned the purchase of B & L Utility for painting City utility boxes. Public Works Director Giesking indicated the painting is done every 20 years or so and 54 of the boxes were starting to rust. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of

Resolution No. 2012-56 is contained in the City Administrator's book entitled Council Resolutions 19.

Rental License Requirements: 212-214 South Minnesota Avenue – City Administrator Prafke asked for a modification to the fine amount contained in the resolution and indicated the correct amount should be \$3,302.86. Councilmember Kvamme requested change to language in the resolution to better clarify that it is "...unlawful for any person to occupy or allow to be occupied the residential rental property..." In motion by Kvamme, seconded by Eichmann, Resolution No. 2012-57 entitled "Resolution Establishing Requirement For Receipt Of Rental Certificate By Kasota Properties LLC", was introduced with the two requested modifications. Councilmembers questioned whether the language of the resolution meant that no one was allowed to live in the building at this time. Prafke stated the people who are tenants at this time can continue to live there, but the property owner was not allowed to rent any of the other apartments until the issues are solved and they can pass inspection. Prafke also suggested that the property owner not rent any more units until the exterior water penetration issues are resolved. Upon roll call, Councilmembers Zieman, Pfeifer, Kvamme, Carlin and Eichmann voting aye, Councilmember Brand voting nay, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2012-57 is contained in the City Administrator's book entitled Council Resolutions 19.

Water Tower Bond Sale Authorization – Shannon Sweeney of David Drown Associates addressed the Council to recommend approval be provided for competitive negotiated sale of \$745,000 in general obligation water revenue bonds to finance maintenance work at the Greenhill Water Tower. Sweeney recommended applying for the Credit Enhancement Program from the Minnesota Public Facilities Authority which would utilize the State's credit rating to receive lower interest rates and less costly issuance costs for the bond issuance. Sweeney also noted repayment of the bond would be over ten years with equal annual payments expected to be \$74,000 and estimated the interest rate on the issuance would be approximately 2.2%. In motion by Brand, seconded by Pfeifer, Resolution No. 2012-58 entitled "Resolution Providing For The Competitive Negotiated Sale Of \$745,000 General Obligation Water Revenue Bonds, Series 2012C", was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2012-58 is contained in the City Administrator's book entitled Council Resolutions 19.

Fire Truck Bid Request – Fire Chief Quade and Fire Department Maintenance Engineer Neary appeared before the Council to request authorization to receive bids for the purchase of a replacement pumper truck for the Fire Department. Quade indicated the Department's truck committee had developed specifications for the new truck and chassis which would provide for a truck that was very similar to the current fleet. Quade indicated the current 1978 Ford Pumper Truck (#501) worked well, but had pumping capabilities slightly below the minimum requirements for certification as a fire pumper. Quade also reported the Department expected two or three companies within 100 miles of Saint Peter would bid on the truck and it would be delivered in early 2013. City Administrator Prafke indicated the truck, with an estimated cost of between \$500,000-\$550,000, would be funded by a special equipment certificate. Councilmember Kvamme asked if the specifications requiring a Peterbuilt chassis and Waterous pumps and other company specific items would eliminate bidders from participating in the bid process. Quade indicated that the products are available to all companies to include in their bids and no one would be eliminated as the specifications are currently written. In motion by Zieman, seconded by Eichmann, Resolution No. 2012-59 entitled "Resolution Authorizing Receipt Of Bids For Pumper Truck Purchase For Fire Department", was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of

Resolution No. 2012-59 is contained in the City Administrator's book entitled Council Resolutions 19.

Fire Department Tracked Vehicle Purchase – Fire Chief Quade also requested authorization for the purchase of a Ranger Tracked vehicle to be used for fire suppression of peat and grass areas. Quade indicated the equipment purchase would be funded with an \$8,000 grant from the Nicollet County Sheriff's Department; a five year, 0% loan in the amount of \$9,000 from the City to be repaid with bingo receipts from the American Legion and Red Men Club; and \$13,452.46 in unbudgeted funds from the Fire Department budget. Quade also noted that the vehicle must be purchased by June 1st to qualify for the grant funds. In motion by Eichmann, seconded by Zieman, Resolution No. 2012-60 entitled "Resolution Approving Purchase Of Tracked Vehicle For Fire Department Use", was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2012-60 is contained in the City Administrator's book entitled Council Resolutions 19.

City Assistance Request: Livestock – City Administrator Prafke reviewed the request by the organizers of Livestock for City assistance for their event to be held in Minnesota Square Park on June 2nd. Prafke recommended approval of their requests with the exception of the request for assistance for the 5K fun run which has not been provided in previous years. In motion by Kvamme, seconded by Pfeifer, Resolution No. 2012-61 entitled "Resolution Approving Request For City Assistance For Livestock Event", was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2012-61 is contained in the City Administrator's book entitled Council Resolutions 19.

2012 Street Maintenance Plan – Public Works Director Giesking requested approval for the 2012 street maintenance plan in the amount of \$315,480. Giesking noted that asphalt and other material costs had doubled in the last five years while the street maintenance budget was continually being reduced. Giesking also pointed out that the plan for 2012 did not include crack sealing due to the mild winter and the funds originally planned to be used for crack sealing would be used for asphalt patching and seal coating. Councilmembers questioned how long the work would take and Giesking indicated the goal was for completion by early August. In motion by Kvamme, seconded by Pfeifer, Resolution No. 2012-62 entitled "Resolution Approving Revised Street Maintenance Program For 2012", was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2012-62 is contained in the City Administrator's book entitled Council Resolutions 19.

Construction Standards – Public Works Director Giesking reported the Americans with Disabilities Act (ADA) had been modified which resulted in the need for changes to the City's construction standards to ensure compliance with ADA regulations. Giesking also recommended the adoption of one new standard for concrete trails. Giesking pointed out that all handicap ramps in the community had been completed and were in compliance with 2011 ADA standards and as repairs or replacements are needed, they would be constructed to the 2012 standards. In motion by Brand, seconded by Zieman, Resolution No. 2012-63 entitled "Resolution Adopting Revised Construction Standards", was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2012-63 is contained in the City Administrator's book entitled Council Resolutions 19.

Business License Application – City Administrator Prafke recommended approval of a Tobacco License application submitted by Family Dollar Inc. Prafke noted the background investigation had revealed nothing that would prohibit issuance of the license. In motion by Eichmann, seconded by Zieman, Resolution No. 2012-64 entitled "Resolution Approving Business License", was introduced. Upon roll call, with all in favor, the Resolution was declared

passed and adopted. A complete copy of Resolution No. 2012-64 is contained in the City Administrator's book entitled Council Resolutions 19.

Reports

Mayor's Task Force Meeting Discussion – City Administrator Prafke and Councilmembers reported the first Mayor's Task Force meeting had resulted in good discussion. Councilmember Kvamme reported the participants were very engaged in the discussion. Prafke indicated information from the Mayor's Task Force would be included on the Minnesota Square Park Facebook page and information would be distributed to Task Force members before the next meeting which was scheduled for May 30th.

There being no further business, a motion was made by Pfeifer, seconded by Brand, to adjourn the meeting. With all in favor, the motion carried and the meeting adjourned at 8:20 p.m.

Timothy Strand
Mayor

ATTEST:

Todd Prafke
City Administrator



Memorandum

TO: Todd Prafke
City Administrator

DATE: 05/22/12

FROM: Jane Timmerman
Recreation & Leisure Services Director

RE: Purchase

ACTION/RECOMMENDATION

Purchase and install Pool Naturally PLUS (Sphagnum Moss) on the three pools (Main Pool, Diving Well, Wading Pool) at the Roy T. Lindenburg Memorial outdoor pool for summer 2012 from Signature Aquatics in the amount of \$5,532 plus tax.

BACKGROUND

I first became aware of the use of Sphagnum Moss in swimming pools at our monthly Southern Minnesota Park and Recreation Association meeting. Dr. David Knighton, co-founder of Creative Water Solutions, LLC and a retired neurosurgeon, attended our meeting and gave a presentation about the impact the use of Sphagnum Moss is having in the maintenance and operation of swimming pools.

Typically all pools work to control and kill bacteria with chemical disinfectants such as chlorine, bromine or iodine. These oxidizers kill bacteria very efficiently, but only if bacteria are suspended in the water – not when they are attached to surfaces.

Recent research shows that almost all types of bacteria form colonies – microscopic neighborhoods – on any surface that is in contact with water. These colonies are known as biofilm. To try to control this bacterial growth, we use chlorine, bromine or other chemicals that kill bacteria on contact. Although these chemicals kill bacteria swimming free in the water, they are not very effective against the bacteria in biofilm. Sanitizing chemicals don't deeply penetrate the biofilm or kill most of the bacteria within it.

Biofilm exists in our pool just like any other pool or spa. What Dr. Knighton has discovered is that nature has created an effective way to penetrate biofilm and reduce bacterial proliferation. These natural antibacterial properties are found in certain species of sphagnum moss, a plant that grows in bogs. Extensive research shows that this species of moss inhibits (not kills) bacterial growth.

Pools installed with systems comprised of sphagnum moss to filter and naturally clean the water, reduce the need for chemicals. Moss filtration doesn't completely eliminate chemical usage, but reduces it significantly thereby reducing cost of chemicals.

The City of Saint Paul launched this system in 2009 and had immediate results. PH-level testing indicated an immediate, positive improvement, even with the reduced chemical usage. The water was not cloudy and PH levels that often fluctuated frequently, became stable. Other significant outcomes included reduction in the need for maintenance (e.g. removal of scaling on the walls, floors and in pipes). Acid washing of scale and biofilm, which was a regular maintenance procedure, was reduced dramatically. These results were confirmed by Chris Sutton, Maintenance Supervisor in charge of the Gustavus Adolphus College swimming pool. Time needed to maintain their pool has dropped drastically.

Chlorine smell and irritation to swimmer eyes, hair, skin and swim wear is usually non-existent with moss usage. Pool patrons comment that they no longer smell like chlorine and notice that their hair no longer is discolored. Even patrons with asthma, who need to carry their inhalers when swimming, have noted that they no longer need to use an inhaler when swimming.

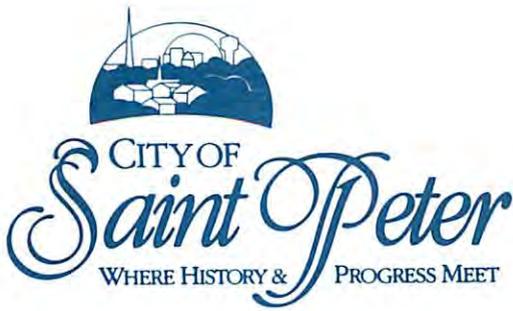
In 2011, with our new water system, chemical use at the pool already was significantly reduced; about half of the cost of the previous year. With the addition of Sphagnum Moss we anticipate additional cost savings through reduced use of chemicals. Based on the experience of other facilities, the use of moss will also reduce chemical corrosion in the pumps, saving on replacement costs, and will make the need to acid-wash the pool to clean it from algae and other material almost unnecessary.

The cost for installation of the system with a three month supply of moss is estimated at \$5,532. We will monitor cost savings of chemicals, heating of the pool, maintenance, etc.

Although this would be a new product for us, area schools and organizations (e.g. Gustavus Adolphus College, Minnesota State University Mankato, Mankato YMCA, and Macalester College) have used it with success. There are so many positive benefits related to the use of Sphagnum Moss that I highly recommend purchase and installation of Pool Naturally PLUS (Sphagnum Moss) on the three pools (Main Pool, Diving Well, Wading Pool) at the Roy T. Lindenburg Memorial outdoor pool for summer 2012.

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

JT/



Memorandum

TO: Todd Prafke
City Administrator

DATE:

05/21/12

FROM: Lewis Giesking *LWG*
Director of Public Works

RE: Directional Boring Conduit for Electric Wire Installation

ACTION/RECOMMENDATION

It is recommended Geldner Underground be retained to install underground conduit for a fee of \$5,520.00.

BACKGROUND

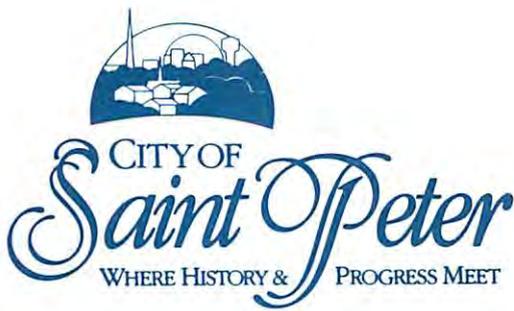
Electric staff has utilized Geldner Underground to install conduit by boring so the electric crew can install wire. All four of the jobs, although at different times, are part of the larger substation transmission project. These items of the project are the installation of electric distribution wire to complete new circuits to be fed by the new Sunrise Substation. All of the electric transmission work for the project is being constructed in house by the city's electric crew. The finance department required these four items be combined in one purchase order to be identified with the construction project.

FISCAL IMPACT:

These items funded by bond proceeds.

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

LGG/vwt



Memorandum

TO: Todd Prafke
City Administrator

DATE: 5/17/12

FROM: Lewis Giesking *Lew*
Director of Public Works

RE: Purchase of Materials for Replacing Underground Electric Distribution System Replacement in the Summit Community

ACTION/RECOMMENDATION

It is recommended the City Council authorize the purchase of electric materials for Summit Community from WESCO in the amount of \$2,617.05 and Border States in the amount of \$8,694.55.

BACKGROUND

The underground electric distribution wire in the easterly portion of the Summit Community was installed in the early 1970's. Staff replaced old underground wire in the Daun Addition last year. Failure of the wires are happening each year and the failures can cause blinks and are disruptive to industries in the North Industrial Park. The addition of the new Sunrise Substation will reduce the area for the impact of the failures; however, it is proposed to replace the failing underground wire this year to improve reliability. The work will include installing conduit by boring to minimize surface disruption. City staff will pull wire and make the new connection at transformers and junction boxes. Two quotes were received for miscellaneous items:

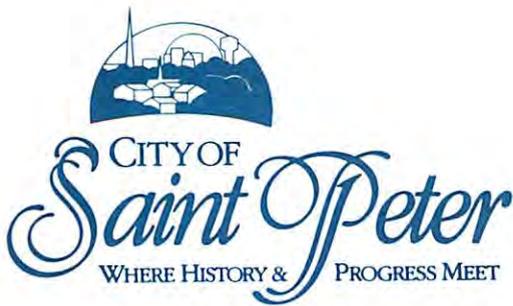
WESCO low bidder:

Item	Quantity	WESCO			Border States		
		Unit Price	Total	Total with Tax	Unit Price	Total	Total with Tax
1/O Test Pt. Elbow	20 each	\$26.65	\$533.00	\$569.64	\$31.95	\$639.00	\$682.93
Nordic Molded Box	10 each	\$181.57	\$1,815.70	\$1,940.53	\$271.00	\$2,710.00	\$2,896.31
AMC-AL-410 Comp lug	25 each	\$4.00	\$100.00	\$106.88	\$5.92	\$148.00	\$158.18
Total				\$2,617.05			\$3,737.42

Border States low bidder:

Item	Quantity	WESCO			Border States		
		Unit Price	Total	Total with Tax	Unit Price	Total	Total with Tax
5642 Cable Termination Kit	20 each	\$35.30	\$706.00	\$754.54	\$33.17	\$663.40	\$709.01
1/O 12 BN AL Comp Terminal	25 each	\$2.75	\$68.75	\$73.48	\$2.27	\$56.75	\$60.65
Alum 250 3/O Wire	3,000 LF	\$3.19	\$9,570.00	\$10,227.94	\$2.295	\$6,885.00	\$7,358.34
HOMC-SHC-4 Mech Bus	30 each	\$20.00	\$600.00	\$641.25	\$17.67	\$530.10	\$566.55
Total				\$11,697.21			\$8,694.55

LGG/vwt



Memorandum

TO: Todd Prafke
City Administrator

DATE: 5/17/12

FROM: Lewis Giesking *Lew*
Director of Public Works

RE: Purchase of Underground Conduit Pipe for Boring

ACTION/RECOMMENDATION

It is recommended to purchase two inch and four inch conduit for boring from JT Services of North Mankato, MN in the amount of \$6,978.94.

BACKGROUND

The electric utility will be replacing underground wire in existing housing areas. Boring is the least disruptive way to install the wire. It is proposed to purchase conduit for the work. Three bids were received:

3,500 lineal feet of two inch conduit:

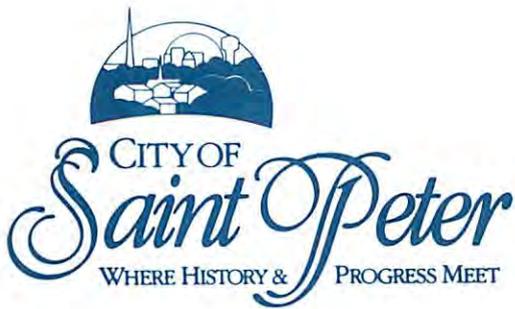
Company	Unit Price	Total	Total with Tax
JT Services	\$0.067/LF	\$2,345.00	\$2,506.22
WESCO	\$1.07/LF	\$3,745.00	\$4,002.47
Border States	\$0.889/LF	\$3,111.50	\$3,325.42

1,500 lineal feet of four inch conduit:

Company	Unit Price	Total	Total with Tax
JT Services	\$2.79/LF	\$4,185.00	\$4,472.72
WESCO *	\$2.26/LF	\$3,390.00	-----
Border States	\$3.371/LF	\$5,058.50	\$5,406.27

* Bid for forty foot pipe lengths not a continuous reel of pipe as requested; therefore, quote is rejected.

LGG/vwt



Memorandum

TO: Todd Prafke
City Administrator

DATE: 05/22/12

FROM: Lewis Giesking *Lew*
Director of Public Works

RE: Blanket Purchase Order for Boring 4" PVC Interduct

ACTION/RECOMMENDATION

It is recommended the City Council authorize a blanket purchase order for boring 4" PVC Interduct to Geldner Underground, Inc. in the amount of \$20,000.00.

BACKGROUND

The electric utility has to install the circuits for the electric distribution system served by the new Sunrise Electric Substation and replace the failing underground distribution wire in the easterly part of the Summit Community. There are several street crossings and all of the work is in developed areas. Restoration costs have become a significant part of the cost to install new or replacement electrical wire. Boring also reduces the visual impact to established lawns, plantings, trees, etc. The city successfully replaced underground wire in the Dawn Addition in 2011 using boring of conduit. Therefore, two quotes were received for the proposed work:

Contractor	4" PVC Boring
Geldner Underground, Inc.	\$7.00 per FT
Zinniel Boring Co.	\$10.00 per FT

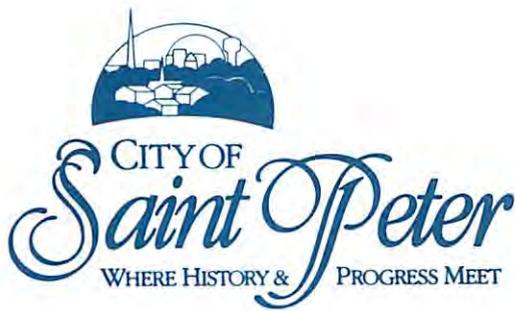
City crews will install the wire and make all the terminations.

FISCAL IMPACT:

Work will be funded from electric reserves or electric bonds for the Sunrise portion of the project.

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

LGG/vwt



Memorandum

TO: Todd Prafke
City Administrator

DATE: 05/22/12

FROM: Lewis Giesking *Lew*
Director of Public Works

RE: Blanket Purchase Order for Installing Fiberglass Basements

ACTION/RECOMMENDATION

It is recommended the City Council authorize a blanket purchase order for installing fiberglass basements to Geldner Underground, Inc. in the amount of \$6,000.00.

BACKGROUND

The electric utility has to install the circuits for the electric distribution system served by the new Sunrise Electric Substation and replace the failing underground distribution wire in the easterly part of the Summit Community. There are several street crossings and all of the work is in developed areas. Restoration costs have become a significant part of the cost to install new or replacement electrical wire. Boring also reduces the visual impact to established lawns, plantings, trees, etc. The city successfully replaced underground wire in the Dawn Addition in 2011 using boring of conduit. Therefore, two quotes were received for the proposed work:

Contractor	Fiberglass Basements
Geldner Underground, Inc.	\$150.00 each
Zinniel Boring Co.	\$250.00 each

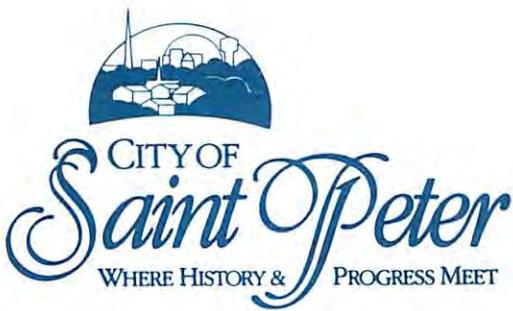
City crews will install the wire and make all the terminations.

FISCAL IMPACT:

Work will be funded from electric reserves or electric bonds for the Sunrise portion of the project.

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

LGG/vwt



Memorandum

TO: Todd Prafke
City Administrator

DATE: 05/22/12

FROM: Lewis Giesking *Lew*
Director of Public Works

RE: Blanket Purchase Order for Boring 2" PVC Interduct

ACTION/RECOMMENDATION

It is recommended the City Council authorize a blanket purchase order for boring 2" PVC Interduct to Geldner Underground, Inc. in the amount of \$32,000.00.

BACKGROUND

The electric utility has to install the circuits for the electric distribution system served by the new Sunrise Electric Substation and replace the failing underground distribution wire in the easterly part of the Summit Community. There are several street crossings and all of the work is in developed areas. Restoration costs have become a significant part of the cost to install new or replacement electrical wire. Boring also reduces the visual impact to established lawns, plantings, trees, etc. The city successfully replaced underground wire in the Dawn Addition in 2011 using boring of conduit. Therefore, two quotes were received for the proposed work:

Contractor	2" PVC Boring
Geldner Underground, Inc.	\$6.50 per FT
Zinniel Boring Co.	\$7.00 per FT

City crews will install the wire and make all the terminations.

FISCAL IMPACT:

Work will be funded from electric reserves or electric bonds for the Sunrise portion of the project.

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

LGG/vwt



Memorandum

TO: Todd Prafke
City Administrator

DATE: May 21, 2012

FROM: Lewis Giesking *LWG*
Director of Public Works

RE: Summer Part-time Parks Employee

ACTION/RECOMMENDATION

It is recommended the City Council approve the appointment of Jordan Wilmas for employment with the Parks Sections for the summer of 2012 at the Department of Public Works.

BACKGROUND

On Wednesday, May 16, 2012 I meet with Jordan Wilmas and I felt he would be a great fit for the parks section for the summer. He is able to start work on June 4, 2012. The parks department did have all the positions full but when one of them was unable to work for the summer due to a conflict we went back over the applications for one more employee. Staff is recommending the appointment of Jordan Wilmas for the summer.

Fiscal Impact:

Funding would be from the Parks Budget for seasonal employees at the beginning wage rate of \$8.00.

Alternatives and Variations:

Do Not Act: Staff will not proceed with the employment of Jordan Wilmas.

Negative Vote: Staff will await further direction regarding this employment

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



Memorandum

TO: Todd Prafke
City Administrator

DATE: 05/21/12

FROM: Jane Timmerman
Recreation & Leisure Services Director

RE: Wage Adjustment

ACTION/RECOMMENDATION

Approve change in hourly wage rate for seasonal pool employees Julia Putz, Brent Chouanard, Alex Willson, Jessi Weiss, from \$7.00 to \$7.75 per hour for the 2012 season.

BACKGROUND

When preparing the recommendation list of pool employees for this summer, I inadvertently missed changing the wage rate for four 2011 first year Certified Lifeguards to the appropriate wage rate for first year WSI Certified Lifeguards for this summer 2012. According to the adopted wage scale, the hourly wage rate for Julia Putz, Brent Chouanard, Alex Willson and Jessi Weiss should be \$7.75 per hour

FISCAL IMPACT:

These positions are planned for in the 2012 Swimming Pool budget.

ALTERNATIVES/VARIATIONS:

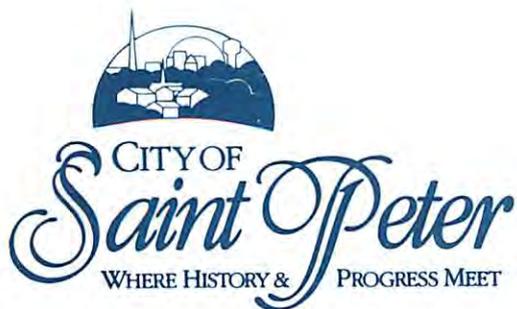
Do not act: No further action will be taken without additional direction from the Council.

Negative Votes: The applicants will be informed of the Council decision.

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

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

JT/



Memorandum

TO: Honorable Mayor Strand
Members of the City Council

DATE: 5/21/2012

FROM: Todd Prafke
City Administrator

RE: Election Judge Appointments

ACTION/RECOMMENDATION

Provide for appointment of 2012 Election Judges as part of the consent agenda.

BACKGROUND

This is a Presidential election year, which historically has the biggest voter turnout of all elections. As such, the City is planning on hiring a higher than normal number of election judges for the August 14th primary election and the November 6th general election. We will be appointing judges over the next 2-3 Council meetings. Please consider appointment of the following individuals as 2012 election judges for the City of Saint Peter:

Barbara A. Luker	Bridgette Kennedy	Christine Johnson
Nancy Gehrke	Lynette Peterson	Nita Aasen
Paul Aasen	Janet Boese	Denny Booren
Diane Braun	Robert Genelin	Donna Green
David Grimmus	Delores Hahn	Mary Ann Hanson
Mary Ann Harty	James Jacobs	Raymond Jacobson
Roxie Kant	Shirley Krider	Brenda Kroenke
Gene Krohnberg	Barb L. Luker	Nancy Luker
Joy Lyle	Jan Manzey	Leona Miller
Cindy Moulton	Sarah Murphy	Margie Nelsen
Marion Peterson	Ashley Prax	Susan Prax
Jean Sandland	Deanne Schabert	Greg Seitzer
Beverly Sommers	Tracy Stuewe	Mike Torkelson
Paula Van Zee	Shirley Walter	Sharon Fitch
Maureen Scholl	Tom Leonhardt	Lelia Leonhardt

Five of these individuals are election officials from the City, Nicollet County and the City of North Mankato. They are being appointed as Election Judges for the City to help out in the event of an emergency or unexpected absence of the City's election official. Nicollet County and North Mankato will appoint the same individuals so that we can provide assistance to the other jurisdictions on election day if needed.

Funding for Election Judge wages has been included in the 2012 Elections budget.

If you need any additional information on this agenda item, please don't hesitate to contact me.

TP/bal



Memorandum

TO: Todd Prafke
City Administrator

DATE: 5/23/2012

FROM: Cindy Moulton *Cindy*
Administrative Secretary

RE: Licenses

ACTION/RECOMMENDATION

Provide approval of annual and temporary licenses.

BACKGROUND

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

Several businesses in St. Peter have submitted applications in order to renew their On Sale 3.2 Beer, Off Sale 3.2 Beer, Wine, On Sale Liquor, Sunday and/or Off Sale Liquor Licenses. The licensing period will be July 1, 2012 through June 30, 2013.

The Knights of Columbus have submitted an LG240B Application to Conduct Excluded Bingo. They would again like to conduct bingo at the Nicollet County Fair (400 Union Street) from August 9, 2012 – August 11, 2012.

The St. Peter Ambassadors will be hosting the Annual Blues Fest on June 9, 2012 at Minnesota Square Park. The St. Peter Jaycees have submitted a Temporary Soft Drink License application in order to sell pop at the event.

Please place these items on the May 29, 2012 City Council consent agenda.

FISCAL IMPACT:

None other than receipt of the permit fees.

ALTERNATIVES/VARIATIONS:

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

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

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

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

CKM



TO: Todd Prafke
City Administrator

DATE: 05/22/12

FROM: Jane Timmerman
Recreation & Leisure Services Director

RE: Surplus Property

ACTION/RECOMMENDATION

Declare the attached list as surplus property and authorize sale of the surplus items, in total, to the Mankato Football Association for \$1,000 with the proceeds designated for the Recreation and Leisure Services Department fifth and sixth grade youth tackle football program.

BACKGROUND

For many years, the Recreation and Leisure Services Department has offered a tackle football program for youth in grades 5 and 6. Originally Gustavus Adolphus College football players were involved as coaches and it was the "Monday Night Football" program. In recent years, volunteer adult coaches have been recruited and teams were formed from the roster of participants. The teams practiced twice a week and played intramural games on Saturday mornings.

This year, we were invited by the Mankato North Mankato Youth Football organization to become part of their tackle football league. MNMYF is a non-profit organization that has been in existence since 1978 to provide a tackle football program for youth in the surrounding area including the towns of Blue Earth and Fairmont. After much discussion, and encouragement from the local school football coaches as well as the Greater Mankato United Way, we decided to have our fifth and sixth grade teams join the MNMYF league. All players will register and pay with MNMYF. The Greater Mankato United Way (which includes St. Peter) will help provide scholarships for families that need assistance.

The Recreation Department will still be involved in the program. We will advertise, recruit volunteer coaches, and provide practice space and equipment. Mankato North Mankato Youth Football is responsible for all the equipment, schedules, rules, game details, etc.

Because MNMYF provides all tackle equipment, we no longer need to maintain an inventory of helmets, shoulder pads, hip pads, thigh pads, tail pads, knee pads, and pants. MNMYF offered to purchase our equipment, as is, for \$1,000. A list of our current inventory is attached. We have replaced, reconditioned, or disposed of used helmets on a regular basis. Other equipment has been replaced on a rotating basis. We believe this is a fair offer.

It was our hope to utilize some of the practice equipment that the high school has for our team practices. However, due to the timing of practices sharing space and equipment will not be possible. We will practice at Jefferson Fields and hope to purchase some practice equipment (e.g. tackling dummies).

Although City Code Sec. 2-829 indicates that "Surplus property with a total estimated value between \$500.00 and \$1,000.00 shall be offered for public sale, to the highest bidder" it should be noted that the MNMYF League will be using the City of St. Peter surplus equipment for St. Peter youth, and that the St. Peter Recreation Department will still be offering a program that needs to utilize football equipment.

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

JT/

Thigh Pads = 96 prs		Shoulder Pads=111				Helmets=81			
Number	Number	Number	Size	Number	Size	Number	Size	Number	Size
60	91	2B	Jr lg	23	M	76	XS	104	L
80	3	4B	Jr lg	1M	S	33	XS	46A	L
87	30	11	M	27	M	79	XS	40	L
37	84	3	Jr lg	1N	S	4A	M	22	L
12	54	110	L	1P	S	112	S	44	S
21	98	25	M	200	none	1X	S	26	L
43	5	15	S	31	none	25	M	22	M
7	77	14	S	88	none	16	M	2B	M
9	34	18A	S	none	CP16	3	M	5	M
38	62	207	M	none	CP16 XL	15	M	34A	L
74	26	21	M	none	CP16 XL	110A	M	19	L
66	78	57	M	none	CP16 XL	1A	M	101	L
68	40	G	M	none	CP16 XL	1B	M	113	L
41	10	100A	Jr lg	none	CP16 XL	113A	M	53	L
42	52	422	L	1K	S	24	M	16A	L
89	64	24	M	120	M	80A	M	112A	L
13	72	29	M	100	L	50A	M	31	L
96	48	19	M	31	M	80	M	none(white	none
50	53	60	M	43	XL	6A	M	30	L
97	96	55	M	65	L	99A	M	27A	L
99	73	62	M	115	M	23	M	103	L
86	65	9	M	4F	S	73	XL	8	L
75	33	109	Jr sm	10	S	28	L	1	M
19	76	1B	Jr lg	1T	S	91	L	50	M
85	17	106	Jr sm	32	M	78	S	115	L
29	6	64	L	22	S	44	L	37	M
46	88	54	L	C	S	21	M	11	M
14	83	99	M	1H	XL	110	XL	42	M
8	94	33	M	1A	XL	30	M	60	M
25	32	AL	Jr m	107	L	38	M	39	M
36	22	114	Jr lg	1F	XL	9	M	1C	M
27	15	118	Jr lg	1E	XL	36	XL	63	M
28	1	105	Jr sm	#10	L	111	XL	12	M
85	92	QT	Jr m	#5	S	108	XL		
16	71	68	Jr m	#12	S	117	XL		
56	100	HM	Jr m	407	XS	35	L		
93	31	115	Jr lg	#17	S	118	XL		
55	20	51B	Jr m	42	M	119	XL		
58	35	23	M	1C	XL	116	XL		
19	44	52	S	5	JL	107	XL		
75	47	58	S	#4	L	109A	XL		
61	49	IQ	S	53	L	35A	XL		
24	4	N	S	35	L	32	L		
45	82	M3	S	63	L	41	L		
70	63	11	M	105	L	105	L		
69	18	107	Jr sm	#6	L	21A	L		
2	11	116	S	#7	L	31A	L		
81	23	1	M	100	L	15A	L		
95				113	L				
				112	L				
				111	L				
				61	M				

Tail Pads=92		Hip Pads=32 paired, 11 unpaired		Knee Pads=93 paired, 4 unpaired	
Number	Number	Number	Number	Number	Number
88	no#	36	99	94	30
25	no#	93	97	55	7
40	no#	90	46	56	83
66	87	43	35	43	4
44	39	48	62	38	89
79	24	96	25	63	23
86	8	64	69	97	59
160	52	3	13	20	80
55	10	no # (2)	4	70	49
13	57	no # (2)	6	65	60
62	70	74		45	99
69	76	73		69	81
66	72	83		46	84
92	69	37		50	85
83	4	2		80	87
9	17	81		11B	73
99	41	54		6	15
74	15	22		1	9
82	26	41		7A	57
2	89	44		91	12
81	23	75		71	78
29	3	27		22	52
38	48	42		24	47
53	22	49		27	17
21	49	13		67	26
34	31	40		41	11
94	71	52		33	19
20	80	56		53	72
58	95	21		18	64
47	91	50		66	76
18	85	68		54	21
30	14	28		36	40
46	7			82	75
84	73			3	10
82	93			93	14
97	60			71	no #
56	33			92	39
61	27			31	90
61A				88	2
59				8	29
11				68	61
78				32	
43				95	#
45				25	79
42				44	16
6				37	13
19				64	58
36				42	
5				48	
12				5	
54				34	
16				35	
no #					

Pants=82					
Size 28	Size 26	Size 24	XL	No Size tag	
28	85	99	Rec G	no#	
23	92	71	Rec 3D	77	
no #	94	85		41B	
35	84	86			
21	78	76			
30	74	80			
18	8W	98			
80	L	90			
38	43	99			
72	49	105			
68	47	13S			
25	24	112			
62	82	E			
20	1A	3A			
76	78				
64	2				
66	4				
73	41A				
29	6				
22	10A				
26	11				
79	17				
96	41				
82	46				
37y	48				
1	52				
77B	54				
42C	60				
21	70				
47	73				
100					
41A					
64					

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
ALEX AIR APPARATUS, INC	repair leak in fill statio	GENERAL FUND	FIRE	383.00
			TOTAL:	383.00
ALEXANDRIA FIRE DEPT	fire conference june '12	GENERAL FUND	FIRE	150.00
			TOTAL:	150.00
ARNOLD'S OF MANKATO, INC.	cab filter	WATER	DISTRIBUTION AND STORA	58.92
			TOTAL:	58.92
B&H PHOTO-VIDEO INC	leightronix dvd	PUBLIC ACCESS	PUBLIC ACCESS	251.47
			TOTAL:	251.47
BATTERIES PLUS	ups battery	GENERAL FUND	CITY ADMINISTRATION	8.01
	ups battery	GENERAL FUND	CITY CLERK	8.01
	ups battery	GENERAL FUND	FINANCE	5.34
	ups battery	GENERAL FUND	POLICE	4.27
	ups battery	GENERAL FUND	BUILDING INSPECTOR	2.14
	ups battery	GENERAL FUND	PUBLIC WORKS ADMIN	1.07
	ups battery	GENERAL FUND	ECONOMIC DEVMT	0.53
	ups battery	WATER	ADMIN AND GENERAL	4.81
	ups battery	WASTE WATER FUND	ADMIN AND GENERAL	4.82
	ups battery	ELECTRIC FUND	ADMIN AND GENERAL	14.42
			TOTAL:	53.42
BOLTON & MENK INC	election map updates	GENERAL FUND	ELECTIONS	112.00
	staff meetings 3/17-4/13	GENERAL FUND	STREETS	124.69
	msa & fed aid 3/17-4/13	GENERAL FUND	STREETS	997.50
	walk/trail standard detail	GENERAL FUND	STREETS	214.50
	staff meetings 3/17-4/13	GENERAL FUND	PARKS	99.75
	walk/trail details, banner	GENERAL FUND	PARKS	357.50
	gac arboretum annexation	GENERAL FUND	ECONOMIC DEVMT	284.00
	wash ave link 3/17-4/13	PERM IMPROVMENT RE	STREETS	30,048.74
	turnbacks 3/17-4/13	PERM IMPROVMENT RE	STREETS	3,407.00
	water trmt facility 3/17-4	WATER	CAPITAL-WATER TREATMEN	1,248.90
	greenhill reservoir 3/17-4	WATER	CAPITAL-WATER DISTRIBU	271.90
	staff meetings 3/17-4/13	WATER	ADMIN AND GENERAL	49.88
	staff meetings 3/17-4/13	WASTE WATER FUND	ADMIN AND GENERAL	49.88
	staff meetings 3/17-4/13	ENVIRON SERVICES F	ADMIN AND GENERAL	49.86
	staff meetings 3/17-4/13	ELECTRIC FUND	ADMIN AND GENERAL	124.69
	summer swift st 3/17-4/13	STORMWATER FUND	CAPITAL-COLL SYS/LIFT	2,016.00
	dog park legal description	RESTRICTED CONTRIB	PARKS	212.00
			TOTAL:	39,668.79
BORDER STATES ELECTRIC SUPPLY	cfl plug in	GENERAL FUND	PARKS	35.74
	splce kits	ELECTRIC FUND	NON-DEPARTMENTAL	1,176.99
	4pt junction #420	ELECTRIC FUND	NON-DEPARTMENTAL	1,811.53
	socket adapter	ELECTRIC FUND	POWER DISTRIBUTION	2,198.95
			TOTAL:	5,223.21
BRANDT LAW OFFICE	civil matters for april 20	GENERAL FUND	LEGAL SERVICES	1,363.75
	criminalmatters for april	GENERAL FUND	LEGAL SERVICES	11,017.75
	kasota properties	GENERAL FUND	LEGAL SERVICES	1,563.85
	opinion letter	2012 EQUIPMENT CER	MUNICIPAL BUILDING	151.25
	green valley	WATER	ADMIN AND GENERAL	123.50
			TOTAL:	14,220.10

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
BRAUNS MANUFACTURING & WELDING	pool playground equip weld	GENERAL FUND	PARKS	174.28
			TOTAL:	174.28
CARQUEST AUTO PARTS STORES	pcv valve	GENERAL FUND	FIRE	75.17
	battery charger, wiper bla	GENERAL FUND	FIRE	50.79
	mini lamp, pulley puller	GENERAL FUND	STREETS	18.40
	temp sensor, ac compressor	GENERAL FUND	STREETS	260.32
	water pump,hoses	GENERAL FUND	STREETS	263.49
	cup holder #544	GENERAL FUND	PARKS	6.36
	mini lamp, pulley puller	GENERAL FUND	PARKS	18.40
	mini lamp, pulley puller	WATER	DISTRIBUTION AND STORA	9.20
	mini lamp, pulley puller	WASTE WATER FUND	SOURCE/TREATMENT	9.21
	mini lamp, pulley puller	ENVIRON SERVICES F	REFUSE DISPOSAL	9.20
	mini lamp, pulley puller	ELECTRIC FUND	POWER DISTRIBUTION	18.40
	mini lamp, pulley puller	STORMWATER FUND	TREATMENT	9.21
	trans cooler hose bus #10	HEARTLAND TRANSIT	TRANSIT/TRANSPORTATION	50.37
			TOTAL:	798.52
CDW GOVERNMENT, INC.	computer charger	GENERAL FUND	FIRE	117.55
			TOTAL:	117.55
CENTER FOR RURAL POICY & DVLP	research contribution	GENERAL FUND	CITY ADMINISTRATION	50.00
			TOTAL:	50.00
CENTRAL LANDSCAPE SUPPLY	landscape rake & 5# cutter	ENVIRON SERVICES F	REFUSE DISPOSAL	101.53
			TOTAL:	101.53
AMANDA CHRISTENSEN	gymn coach	GENERAL FUND	RECREATION/LEISURE SER	137.50
			TOTAL:	137.50
CINTAS FIRST AID & SAFETY	bandages	GENERAL FUND	STREETS	4.00
	first aid supplies	GENERAL FUND	RECREATION/LEISURE SER	76.16
	first aid supplies	GENERAL FUND	RECREATION/LEISURE SER	76.17
	bandages	GENERAL FUND	PARKS	3.20
	bandages	WATER	ADMIN AND GENERAL	1.60
	bandages	WASTE WATER FUND	ADMIN AND GENERAL	1.60
	bandages	ENVIRON SERVICES F	ADMIN AND GENERAL	1.60
	bandages	ELECTRIC FUND	ADMIN AND GENERAL	4.00
			TOTAL:	168.33
CITY OF NORTH MANKATO	'12 drug task force approp	GENERAL FUND	POLICE	15,975.00
			TOTAL:	15,975.00
COLE PAPERS INC	cleaning supplies	GENERAL FUND	CITY ADMINISTRATION	67.73
	cleaning supplies	GENERAL FUND	CITY CLERK	67.73
	cleaning supplies	GENERAL FUND	FINANCE	45.16
	cleaning supplies	GENERAL FUND	POLICE	36.12
	cleaning supplies	GENERAL FUND	BUILDING INSPECTOR	18.06
	cleaning supplies	GENERAL FUND	PUBLIC WORKS ADMIN	9.03
	towels, plates,wipes	GENERAL FUND	STREETS	94.97
	towels, plates,wipes	GENERAL FUND	PARKS	94.97
	cleaning supplies	GENERAL FUND	ECONOMIC DEVMT	4.52
	cleaning products	LIBRARY FUND	LIBRARY	283.93
	cleaning products	COMMUNITY CENTER	COMMUNITY CENTER	1,135.73
	towels, plates,wipes	WATER	DISTRIBUTION AND STORA	47.48
	cleaning supplies	WATER	ADMIN AND GENERAL	40.64

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	towels, plates,wipes	WASTE WATER FUND	SOURCE/TREATMENT	47.54
	cleaning supplies	WASTE WATER FUND	ADMIN AND GENERAL	40.64
	towels, plates,wipes	ENVIRON SERVICES F	REFUSE DISPOSAL	47.48
	towels, plates,wipes	ELECTRIC FUND	POWER DISTRIBUTION	94.97
	cleaning supplies	ELECTRIC FUND	ADMIN AND GENERAL	121.92
	towels, plates,wipes	STORMWATER FUND	TREATMENT	47.53
			TOTAL:	2,346.15
COMPUTER TECHNOLOGY SOLUTIONS, INC.	symantec software 2012	GENERAL FUND	CITY ADMINISTRATION	2,402.00
	symantec software 2012	LIBRARY FUND	LIBRARY	524.19
	symantec software 2012	COMMUNITY CENTER	COMMUNITY CENTER	174.70
	symantec software 2012	WATER	ADMIN AND GENERAL	262.05
	symantec software 2012	WASTE WATER FUND	ADMIN AND GENERAL	305.72
	symantec software 2012	ENVIRON SERVICES F	ADMIN AND GENERAL	87.35
	symantec software 2012	ELECTRIC FUND	ADMIN AND GENERAL	262.05
	symantec software 2012	STORMWATER FUND	ADMINISTRATION AND GEN	174.70
	symantec software 2012	HEARTLAND TRANSIT	TRANSIT/TRANSPORTATION	174.69
			TOTAL:	4,367.45
COPIER BUSINESS SOLUTIONS	copier maint 1717-01	GENERAL FUND	RECREATION/LEISURE SER	116.78
	black toner	GENERAL FUND	RECREATION/LEISURE SER	4.30
	copier maint 1717-01	COMMUNITY CENTER	COMMUNITY CENTER	116.57
	black toner	COMMUNITY CENTER	COMMUNITY CENTER	4.30
			TOTAL:	241.95
CROP PRODUCTION SERVICES	roundup weed control	GENERAL FUND	STREETS	3.59
	round up & spreader	GENERAL FUND	PARKS	188.34
	roundup weed control	GENERAL FUND	PARKS	3.59
	weed control	WATER	PURIFICATION AND TREAT	97.44
	roundup weed control	WATER	PURIFICATION AND TREAT	17.92
	roundup weed control	WATER	DISTRIBUTION AND STORA	1.79
	weed control	WASTE WATER FUND	SOURCE/TREATMENT	97.44
	roundup weed control	WASTE WATER FUND	SOURCE/TREATMENT	1.79
	roundup weed control	WASTE WATER FUND	SOURCE/TREATMENT	17.92
	roundup weed control	ENVIRON SERVICES F	REFUSE DISPOSAL	1.79
	roundup weed control	ELECTRIC FUND	POWER DISTRIBUTION	3.59
	weed control	STORMWATER FUND	TREATMENT	97.45
	roundup weed control	STORMWATER FUND	TREATMENT	1.79
			TOTAL:	534.44
CROSS NURSERIES INC	boulevard trees	ENVIRON SERVICES F	REFUSE DISPOSAL	1,219.71
			TOTAL:	1,219.71
DAVID DROWN ASSOCIATES, INC.	2012a rfdg bond	WASTE WATER FUND	ADMIN AND GENERAL	6,500.00
			TOTAL:	6,500.00
DON'S APPLIANCE & TV	fridge	WASTE WATER FUND	SOURCE/TREATMENT	999.99
			TOTAL:	999.99
ECONO FOODS	diverity trn, get well bsk	GENERAL FUND	CITY ADMINISTRATION	70.38
	senior dance supplies	GENERAL FUND	SENIOR COORDINATOR	32.78
	food for smrpa	GENERAL FUND	RECREATION/LEISURE SER	32.15
	candy for tennis	GENERAL FUND	RECREATION/LEISURE SER	6.42
	bakery for meeting	ELECTRIC FUND	ADMIN AND GENERAL	13.97
	fol yound adult supplies	RESTRICTED CONTRIB	LIBRARY	49.07
			TOTAL:	204.77

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
ENDRES WINDOW CLEANING INC	clean windows	LIBRARY FUND	LIBRARY	700.03
	clean windows	COMMUNITY CENTER	COMMUNITY CENTER	895.61
			TOTAL:	1,595.64
BRIAN ENTER	softball ump	GENERAL FUND	RECREATION/LEISURE SER	147.00
			TOTAL:	147.00
ERICKSON OIL PRODUCTS INC	fuel for april '12	GENERAL FUND	POLICE	159.91
	fuel for april '12	WATER	SOURCE OF SUPPLY	45.92
	fuel for april '12	WATER	PURIFICATION AND TREAT	68.88
	fuel for april '12	WATER	DISTRIBUTION AND STORA	344.38
	fuel for april '12	WASTE WATER FUND	COLLECTOR/LIFT STAT	385.06
	fuel for april '12	STORMWATER FUND	TREATMENT	253.43
		TOTAL:	1,257.58	
FASTENAL COMPANY	eye wash, antibio oint	GENERAL FUND	FIRE	25.30
	fluoresent bulbs	GENERAL FUND	FIRE	59.35
	halogen lamps light towers	GENERAL FUND	STREETS	33.23
	hex cap screw	GENERAL FUND	STREETS	0.96
	batteries	GENERAL FUND	STREETS	36.95
	safety eye wear	GENERAL FUND	STREETS	33.30
	halogen lamps light towers	GENERAL FUND	PARKS	33.23
	18v battery pack	GENERAL FUND	PARKS	128.83
	hex cap screw	GENERAL FUND	PARKS	0.96
	batteries	GENERAL FUND	PARKS	36.95
	safety eye wear	GENERAL FUND	PARKS	26.64
	halogen lamps light towers	WATER	DISTRIBUTION AND STORA	16.62
	hex cap screw	WATER	DISTRIBUTION AND STORA	0.48
	batteries	WATER	DISTRIBUTION AND STORA	18.47
	safety eye wear	WATER	ADMIN AND GENERAL	13.32
	halogen lamps light towers	WASTE WATER FUND	SOURCE/TREATMENT	16.64
	hex cap screw	WASTE WATER FUND	SOURCE/TREATMENT	0.48
	batteries	WASTE WATER FUND	SOURCE/TREATMENT	18.50
	safety eye wear	WASTE WATER FUND	ADMIN AND GENERAL	13.32
	halogen lamps light towers	ENVIRON SERVICES F	REFUSE DISPOSAL	16.62
	hex cap screw	ENVIRON SERVICES F	REFUSE DISPOSAL	0.48
	batteries	ENVIRON SERVICES F	REFUSE DISPOSAL	18.47
	safety eye wear	ENVIRON SERVICES F	ADMIN AND GENERAL	13.30
	speeder handle	ELECTRIC FUND	POWER DISTRIBUTION	29.85
	halogen lamps light towers	ELECTRIC FUND	POWER DISTRIBUTION	33.23
	hex cap screw	ELECTRIC FUND	POWER DISTRIBUTION	0.96
	batteries	ELECTRIC FUND	POWER DISTRIBUTION	36.95
	tools	ELECTRIC FUND	POWER DISTRIBUTION	12.24
	safety eye wear	ELECTRIC FUND	ADMIN AND GENERAL	33.30
	halogen lamps light towers	STORMWATER FUND	TREATMENT	16.63
	hex cap screw	STORMWATER FUND	TREATMENT	0.46
	batteries	STORMWATER FUND	TREATMENT	18.49
		TOTAL:	744.51	
FERGUSON ENTERPRISES, INC.	eye wash stations	WATER	ADMIN AND GENERAL	225.08
			TOTAL:	225.08
FINANCE AND COMMERCE	bid notice - sumner & swif	STORMWATER FUND	CAPITAL-COLL SYS/LIFT	39.90
			TOTAL:	39.90
FIRST SECURITY BANK - SLEEPY EYE	2009a spcc refunding bond	COMMUNITY CENTER B	DEBT SERVICE PAYMENTS	49,638.75

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
			TOTAL:	49,638.75
GALLS INC	letters, pouch,holder,case	GENERAL FUND	POLICE	118.45
	name plates	GENERAL FUND	POLICE	17.55
			TOTAL:	136.00
GELDNER UNDERGROUND, INC.	directional bore for city	ELECTRIC FUND	CAPITAL-DISTRIBUTION S	5,520.00
			TOTAL:	5,520.00
LEWIS GIESKING	mileage to mpwa conf nissw	GENERAL FUND	PUBLIC WORKS ADMIN	162.84
	mileage to mndot mtg manka	GENERAL FUND	STREETS	15.82
	mileage to lake city smmpa	ELECTRIC FUND	ADMIN AND GENERAL	143.19
			TOTAL:	321.85
GILLUND ENTERPRISES INC	fuel inject,chain lube	GENERAL FUND	STREETS	80.69
	fuel inject,chain lube	GENERAL FUND	PARKS	80.69
	fuel inject,chain lube	WATER	DISTRIBUTION AND STORA	40.34
	fuel inject,chain lube	WASTE WATER FUND	SOURCE/TREATMENT	40.39
	fuel inject,chain lube	ENVIRON SERVICES F	REFUSE DISPOSAL	40.34
	fuel inject,chain lube	ELECTRIC FUND	POWER DISTRIBUTION	80.69
	fuel inject,chain lube	STORMWATER FUND	TREATMENT	40.40
			TOTAL:	403.54
KRIS GLIDDEN	gymn coach	GENERAL FUND	RECREATION/LEISURE SER	704.00
			TOTAL:	704.00
GRAINGER	oil filter, intake filter	GENERAL FUND	STREETS	12.78
	disposable nitrile gloves	GENERAL FUND	STREETS	163.11
	oil filter, intake filter	GENERAL FUND	PARKS	12.78
	disposable nitrile gloves	GENERAL FUND	PARKS	163.11
	oil filter, intake filter	WATER	DISTRIBUTION AND STORA	6.39
	disposable nitrile gloves	WATER	DISTRIBUTION AND STORA	81.55
	oil filter, intake filter	WASTE WATER FUND	SOURCE/TREATMENT	6.40
	disposable nitrile gloves	WASTE WATER FUND	SOURCE/TREATMENT	81.65
	oil filter, intake filter	ENVIRON SERVICES F	REFUSE DISPOSAL	6.39
	disposable nitrile gloves	ENVIRON SERVICES F	REFUSE DISPOSAL	81.55
	oil filter, intake filter	ELECTRIC FUND	POWER DISTRIBUTION	12.78
	disposable nitrile gloves	ELECTRIC FUND	POWER DISTRIBUTION	163.11
	oil filter, intake filter	STORMWATER FUND	TREATMENT	6.38
	disposable nitrile gloves	STORMWATER FUND	TREATMENT	81.62
			TOTAL:	879.60
JERROD HAACK	gymnastics coach 4/3-5/10	GENERAL FUND	RECREATION/LEISURE SER	416.00
			TOTAL:	416.00
KEITH HANSON	softball ump 5/7-5/18	GENERAL FUND	RECREATION/LEISURE SER	84.00
			TOTAL:	84.00
HICKORY TECH	phone bill for april '12	GENERAL FUND	CITY ADMINISTRATION	82.88
	phone bill for april '12	GENERAL FUND	CITY CLERK	16.39
	phone bill for april '12	GENERAL FUND	FINANCE	129.02
	phone bill for april '12	GENERAL FUND	MUNICIPAL BUILDING	7.66
	phone bill for april '12	GENERAL FUND	POLICE	356.76
	phone bill for april '12	GENERAL FUND	FIRE	158.22
	phone bill for april '12	GENERAL FUND	BUILDING INSPECTOR	48.09
	phone bill for april '12	GENERAL FUND	PUBLIC WORKS ADMIN	85.18

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	phone bill for april '12	GENERAL FUND	STREETS	55.75
	phone bill for april '12	GENERAL FUND	SENIOR COORDINATOR	5.47
	phone bill for april '12	GENERAL FUND	RECREATION/LEISURE SER	131.39
	phone bill for april '12	GENERAL FUND	SWIMMING POOL	31.12
	phone bill for april '12	GENERAL FUND	PARKS	95.04
	phone bill for april '12	GENERAL FUND	ECONOMIC DEVT	31.71
	phone bill for april '12	LIBRARY FUND	LIBRARY	92.97
	phone bill for april '12	PUBLIC ACCESS	PUBLIC ACCESS	16.39
	phone bill for april '12	COMMUNITY CENTER	COMMUNITY CENTER	47.22
	phone bill for april '12	WATER	ADMIN AND GENERAL	303.24
	phone bill for april '12	WASTE WATER FUND	ADMIN AND GENERAL	193.74
	phone bill for april '12	ENVIRON SERVICES F	ADMIN AND GENERAL	35.42
	phone bill for april '12	ELECTRIC FUND	ADMIN AND GENERAL	157.68
	phone bill for april '12	HEARTLAND TRANSIT	TRANSIT/TRANSPORTATION	50.57
			TOTAL:	2,131.91
HILLYARD/HUTCHINSON	vacuum exhaust filter	GENERAL FUND	STREETS	15.72
	returned bags	GENERAL FUND	STREETS	18.46-
	vacuum exhaust filter	GENERAL FUND	PARKS	15.72
	returned bags	GENERAL FUND	PARKS	18.46-
	squeegee, pedal foot, skirt,	COMMUNITY CENTER	COMMUNITY CENTER	154.25
	vacuum exhaust filter	WATER	DISTRIBUTION AND STORA	7.86
	returned bags	WATER	DISTRIBUTION AND STORA	9.23-
	vacuum exhaust filter	WASTE WATER FUND	SOURCE/TREATMENT	7.87
	returned bags	WASTE WATER FUND	SOURCE/TREATMENT	9.24-
	vacuum exhaust filter	ENVIRON SERVICES F	REFUSE DISPOSAL	7.86
	returned bags	ENVIRON SERVICES F	REFUSE DISPOSAL	9.23-
	vacuum exhaust filter	ELECTRIC FUND	POWER DISTRIBUTION	15.71
	returned bags	ELECTRIC FUND	POWER DISTRIBUTION	18.46-
	vacuum exhaust filter	STORMWATER FUND	TREATMENT	7.85
	returned bags	STORMWATER FUND	TREATMENT	9.24-
			TOTAL:	140.52
DERRICK HOFFMAN	softball ump	GENERAL FUND	RECREATION/LEISURE SER	210.00
			TOTAL:	210.00
DAN HONETSCHLAGER	softball ump	GENERAL FUND	RECREATION/LEISURE SER	42.00
			TOTAL:	42.00
IDEXX DISTRIBUTION, INC	vessel	WASTE WATER FUND	SOURCE/TREATMENT	134.80
			TOTAL:	134.80
IMPACT	add'l printing costs jan '12	WATER	CUSTOMER ACCOUNTS	36.00
	printing for march '12	WATER	CUSTOMER ACCOUNTS	133.51
	postage for march '12	WATER	CUSTOMER ACCOUNTS	337.04
	utility bills printing apr '12	WATER	CUSTOMER ACCOUNTS	133.76
	postage for april '12	WATER	CUSTOMER ACCOUNTS	338.60
	printing price increase fe	WASTE WATER FUND	CUSTOMER ACCOUNTS	35.89
	printing for march '12	WASTE WATER FUND	CUSTOMER ACCOUNTS	133.51
	postage for march '12	WASTE WATER FUND	CUSTOMER ACCOUNTS	337.04
	utility bills printing apr '12	WASTE WATER FUND	CUSTOMER ACCOUNTS	133.76
	postage for april '12	WASTE WATER FUND	CUSTOMER ACCOUNTS	338.60
	printing for march '12	ENVIRON SERVICES F	CUSTOMER ACCOUNTS	133.51
	postage for march '12	ENVIRON SERVICES F	CUSTOMER ACCOUNTS	337.05
	utility bills printing apr '12	ENVIRON SERVICES F	CUSTOMER ACCOUNTS	133.76
	postage for april '12	ENVIRON SERVICES F	CUSTOMER ACCOUNTS	338.61

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	ads for jan '12	ELECTRIC FUND	CUSTOMER ACCOUNTS	83.61
	printing for march '12	ELECTRIC FUND	CUSTOMER ACCOUNTS	133.50
	postage for march '12	ELECTRIC FUND	CUSTOMER ACCOUNTS	337.04
	flyer, rain barrel march '	ELECTRIC FUND	CUSTOMER ACCOUNTS	678.36
	utility bills printing apr	ELECTRIC FUND	CUSTOMER ACCOUNTS	133.75
	postage for april '12	ELECTRIC FUND	CUSTOMER ACCOUNTS	338.60
	flyer for appliance recycl	ELECTRIC FUND	CUSTOMER ACCOUNTS	562.89
			TOTAL:	5,168.39
INGRAM BOOK COMPANY	new library materials	LIBRARY FUND	LIBRARY	1,325.64
			TOTAL:	1,325.64
JAKE'S PIZZA	sandwiches for lib celebra	LIBRARY FUND	LIBRARY	177.84
			TOTAL:	177.84
JLS DISTRIBUTING, INC	grease	GENERAL FUND	STREETS	12.39
	grease	GENERAL FUND	PARKS	12.39
	grease	WATER	DISTRIBUTION AND STORA	6.20
	grease	WASTE WATER FUND	SOURCE/TREATMENT	6.20
	grease	ENVIRON SERVICES F	REFUSE DISPOSAL	6.20
	grease	ELECTRIC FUND	POWER DISTRIBUTION	12.39
	grease	STORMWATER FUND	TREATMENT	6.21
			TOTAL:	61.98
JT SERVICES	2" coupling #467	ELECTRIC FUND	NON-DEPARTMENTAL	144.28
			TOTAL:	144.28
AMY KAMM	class a drivers license	STORMWATER FUND	ADMINISTRATION AND GEN	43.00
			TOTAL:	43.00
KAREN'S FLOWERS	patio tubs, annuals	ENVIRON SERVICES F	REFUSE DISPOSAL	140.03
			TOTAL:	140.03
KWIK TRIP INC	fuel for april '12	GENERAL FUND	POLICE	1,961.75
	car washes	GENERAL FUND	POLICE	16.00
	fuel for april '12	GENERAL FUND	FIRE	78.47
	fuel for april '12	GENERAL FUND	BUILDING INSPECTOR	91.88
	fuel for april '12	GENERAL FUND	PARKS	87.38
	fuel for april '12	GENERAL FUND	PARKS	192.18
	fuel for april '12	WATER	CUSTOMER ACCOUNTS	18.91
	fuel for april '12	WASTE WATER FUND	COLLECTOR/LIFT STAT	64.74
	fuel for april '12	WASTE WATER FUND	COLLECTOR/LIFT STAT	113.28
	fuel for april '12	WASTE WATER FUND	CUSTOMER ACCOUNTS	18.91
	fuel for april '12	ELECTRIC FUND	CUSTOMER ACCOUNTS	18.92
	fuel for april '12	HEARTLAND TRANSIT	TRANSIT/TRANSPORTATION	3,255.71
			TOTAL:	5,918.13
LAGER'S INC	tail lamp	ELECTRIC FUND	POWER DISTRIBUTION	77.26
			TOTAL:	77.26
LARKSTUR ENGINEERING & SUPPLY, INC.	hydraulic hose #554	GENERAL FUND	PARKS	205.38
			TOTAL:	205.38
LE CENTER LEADER	2012 subscription renewal	LIBRARY FUND	LIBRARY	49.40
			TOTAL:	49.40

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
LEAGUE OF MINNESOTA CITIES	2012 annual conf - todd	GENERAL FUND	CITY ADMINISTRATION	295.00
			TOTAL:	295.00
LJP ENTERPRISES INC	pickup and disposal april	COMMUNITY CENTER	COMMUNITY CENTER	431.51
	pickup and disposal april	WATER	PURIFICATION AND TREAT	94.69
	pickup and disposal april	WASTE WATER FUND	SOURCE/TREATMENT	625.70
	pickup and disposal april	ENVIRON SERVICES F	REFUSE DISPOSAL	1,222.49
			TOTAL:	2,374.39
MADDEN, GALANTER, HANSEN, LLP	services for april '12	GENERAL FUND	CITY ADMINISTRATION	35.40
			TOTAL:	35.40
MALLOY MONTAGUE KARNOWSKI RADOSEVICH	2011 audit	GENERAL FUND	FINANCE	7,250.00
	2011 audit	WATER	ADMIN AND GENERAL	1,812.50
	2011 audit	WASTE WATER FUND	ADMIN AND GENERAL	1,812.50
	2011 audit	ENVIRON SERVICES F	ADMIN AND GENERAL	1,812.50
	2011 audit	ELECTRIC FUND	ADMIN AND GENERAL	1,812.50
			TOTAL:	14,500.00
MANKATO MOON DOGS	summer trip - st peter nig	GENERAL FUND	RECREATION/LEISURE SER	450.00
			TOTAL:	450.00
MANKATO-SPS COMPANIES, INC.	irrigation repair	GENERAL FUND	STREETS	11.94
	irrigation repair	GENERAL FUND	PARKS	11.94
	irrigation repair	WATER	DISTRIBUTION AND STORA	5.97
	irrigation repair	WASTE WATER FUND	SOURCE/TREATMENT	5.97
	irrigation repair	ENVIRON SERVICES F	REFUSE DISPOSAL	5.97
	irrigation repair	ELECTRIC FUND	POWER DISTRIBUTION	11.94
	irrigation repair	STORMWATER FUND	TREATMENT	5.96
			TOTAL:	59.69
MII LIFE	monthly admin fee	GENERAL FUND	CITY ADMINISTRATION	3.40
	monthly admin fee	GENERAL FUND	CITY CLERK	2.12
	monthly admin fee	GENERAL FUND	FINANCE	3.61
	monthly admin fee	GENERAL FUND	MUNICIPAL BUILDING	2.33
	monthly admin fee	GENERAL FUND	POLICE	21.23
	monthly admin fee	GENERAL FUND	BUILDING INSPECTOR	4.25
	monthly admin fee	GENERAL FUND	COMMUNITY SERVICE	2.12
	monthly admin fee	GENERAL FUND	PUBLIC WORKS ADMIN	2.32
	monthly admin fee	GENERAL FUND	STREETS	2.89
	monthly admin fee	GENERAL FUND	RECREATION/LEISURE SER	2.12
	monthly admin fee	GENERAL FUND	PARKS	8.77
	monthly admin fee	GENERAL FUND	ECONOMIC DEVMT	2.12
	monthly admin fee	LIBRARY FUND	LIBRARY	0.21
	monthly admin fee	COMMUNITY CENTER	COMMUNITY CENTER	3.19
	monthly admin fee	PERM IMPROVMENT RE	STREETS	1.38
	monthly admin fee	WATER	DISTRIBUTION AND STORA	4.25
	monthly admin fee	WATER	ADMIN AND GENERAL	1.38
	monthly admin fee	WATER	CUSTOMER ACCOUNTS	0.43
	monthly admin fee	WASTE WATER FUND	SOURCE/TREATMENT	6.48
	monthly admin fee	WASTE WATER FUND	ADMIN AND GENERAL	1.51
	monthly admin fee	WASTE WATER FUND	CUSTOMER ACCOUNTS	0.43
	monthly admin fee	ENVIRON SERVICES F	REFUSE DISPOSAL	2.12
	monthly admin fee	ENVIRON SERVICES F	ADMIN AND GENERAL	0.75
	monthly admin fee	ENVIRON SERVICES F	CUSTOMER ACCOUNTS	0.43
	monthly admin fee	ELECTRIC FUND	POWER DISTRIBUTION	8.49

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT	
	monthly admin fee	ELECTRIC FUND	ADMIN AND GENERAL	7.06	
	monthly admin fee	ELECTRIC FUND	CUSTOMER ACCOUNTS	1.28	
	monthly admin fee	ELECTRIC FUND	CUSTOMER ACCOUNTS	1.28	
	monthly admin fee	STORMWATER FUND	COLLECTIONS/LIFT STATI	4.25	
	monthly admin fee	STORMWATER FUND	ADMINISTRATION AND GEN	1.42	
	monthly admin fee	STORMWATER FUND	CUSTOMER ACCOUNTS	0.21	
	monthly admin fee	STORMWATER FUND	CUSTOMER ACCOUNTS	0.19	
	monthly admin fee	HEARTLAND TRANSIT	TRANSIT/TRANSPORTATION	2.12	
			TOTAL:	106.14	
MIKE'S COUNTRYSIDE BODY SHOP INC	repairs to '08 dodge	GENERAL FUND	POLICE	277.60	
			TOTAL:	277.60	
MISC VENDOR	ALLMED.NET	oxygen regulator	GENERAL FUND	POLICE	63.95
	CHAPEL VIEW LLC	sac refund used 4" not 6"	WASTE WATER FUND	NON-DEPARTMENTAL	1,200.00
	GOBLIRSCH, CLETUS	entertain for senior dance	GENERAL FUND	SENIOR COORDINATOR	100.00
	ST PETER AMBASSADORS	blues fest 80% grant	RESTRICTED CONTRIB	CITY ADMINISTRATION	2,800.00
			TOTAL:	4,163.95	
MN ELEVATOR, INC.	annual billing service	WASTE WATER FUND	SOURCE/TREATMENT	2,091.71	
			TOTAL:	2,091.71	
MN MUNICIPAL UTILITIES ASSOCIATION	2012 drug & alcohol testin	HEARTLAND TRANSIT	TRANSIT/TRANSPORTATION	310.00	
			TOTAL:	310.00	
MN PIPE & EQUIPMENT	#4 copperhorn w/swivel	WATER	NON-DEPARTMENTAL	510.09	
			TOTAL:	510.09	
PETE MOULTON	air fare to dallas - awwa	WATER	ADMIN AND GENERAL	388.60	
	mileage to lake city-smmpa	ELECTRIC FUND	ADMIN AND GENERAL	115.44	
			TOTAL:	504.04	
MVTL LABORATORIES INC	testing	WASTE WATER FUND	SOURCE/TREATMENT	11.00	
			TOTAL:	11.00	
JAMES NEARY	safety boots, steel toe	GENERAL FUND	FIRE	57.59	
	safety boots, steel toe	GENERAL FUND	PARKS	14.40	
			TOTAL:	71.99	
NELSON PRINTING COMPANY	envelopes	GENERAL FUND	POLICE	465.44	
	ups	GENERAL FUND	STREETS	18.19	
	calendar, posters, pool ti	GENERAL FUND	RECREATION/LEISURE SER	5.48	
	pool tickets	GENERAL FUND	SWIMMING POOL	53.22	
	ups	GENERAL FUND	PARKS	19.77	
	posters	LIBRARY FUND	LIBRARY	40.19	
	ups	WATER	ADMIN AND GENERAL	13.81	
	ups	ELECTRIC FUND	CUSTOMER ACCOUNTS	26.62	
			TOTAL:	642.72	
NICOLLET COUNTY BANK	startup change for pool	GENERAL FUND	NON-DEPARTMENTAL	150.00	
	startup change for pool co	GENERAL FUND	NON-DEPARTMENTAL	50.00	
	old creation bldg loan	TORNADO DISASTER R	DEBT SERVICE PAYMENTS	140,000.00	
	old creation bldg loan	TORNADO DISASTER R	DEBT SERVICE PAYMENTS	16,536.04	
	2010 equip certificate	2010 EQUIPMENT CER	DEBT SERVICE PAYMENTS	30,400.00	
	2010 equip certificate	2010 EQUIPMENT CER	DEBT SERVICE PAYMENTS	3,845.60	
			TOTAL:	190,981.64	

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
NORTH CENTRAL INTERNATIONAL	forklift muffler #94	GENERAL FUND	STREETS	40.59
	freon	GENERAL FUND	STREETS	29.79
	forklift muffler #94	GENERAL FUND	PARKS	32.47
	freon	GENERAL FUND	PARKS	29.79
	freon	WATER	DISTRIBUTION AND STORA	14.90
	forklift muffler #94	WATER	ADMIN AND GENERAL	16.23
	freon	WASTE WATER FUND	SOURCE/TREATMENT	14.91
	forklift muffler #94	WASTE WATER FUND	ADMIN AND GENERAL	16.23
	freon	ENVIRON SERVICES F	REFUSE DISPOSAL	14.90
	forklift muffler #94	ENVIRON SERVICES F	ADMIN AND GENERAL	16.23
	freon	ELECTRIC FUND	POWER DISTRIBUTION	29.79
	forklift muffler #94	ELECTRIC FUND	ADMIN AND GENERAL	40.59
	freon	STORMWATER FUND	TREATMENT	<u>14.92</u>
			TOTAL:	311.34
NORTH CENTRAL LABORATORIES	buffer solution,bottles,pi	WASTE WATER FUND	SOURCE/TREATMENT	<u>308.81</u>
			TOTAL:	308.81
NORTHERN SAFETY TECHNOLOGY, INC.	partition transfers	GENERAL FUND	POLICE	<u>953.00</u>
			TOTAL:	953.00
NUTTER CLOTHING CO	clothing allowance - mike	GENERAL FUND	STREETS	<u>60.00</u>
			TOTAL:	60.00
OFFICEMAX	replace cord for squad lap	GENERAL FUND	POLICE	<u>64.11</u>
			TOTAL:	64.11
OVERDRIVE	annual participation 3/12-	LIBRARY FUND	LIBRARY	<u>3,000.00</u>
			TOTAL:	3,000.00
OVERHEAD DOOR COMPANY OF MANKATO INC	fix police doors 2&3	GENERAL FUND	MUNICIPAL BUILDING	<u>105.46</u>
			TOTAL:	105.46
PEPSI-COLA OF MANKATO INC	concessions	COMMUNITY CENTER	COMMUNITY CENTER	<u>199.00</u>
			TOTAL:	199.00
PETER'S SODDING SERVICE	sod installed for tree stu	ENVIRON SERVICES F	REFUSE DISPOSAL	214.00
	sod installed on washingto	ELECTRIC FUND	POWER DISTRIBUTION	45.00
	sod installed on n 169	ELECTRIC FUND	POWER DISTRIBUTION	<u>30.00</u>
			TOTAL:	289.00
PLANT & FLANGED EQUIPMENT CO	mesh screens	WATER	PURIFICATION AND TREAT	<u>127.46</u>
			TOTAL:	127.46
QUILL	ink cartridges	WATER	CUSTOMER ACCOUNTS	34.64
	ink cartridges	WASTE WATER FUND	CUSTOMER ACCOUNTS	34.64
	ink cartridges	ENVIRON SERVICES F	CUSTOMER ACCOUNTS	34.62
	ink cartridges	ELECTRIC FUND	CUSTOMER ACCOUNTS	34.64
	ink cartridges	HEARTLAND TRANSIT	TRANSIT/TRANSPORTATION	<u>63.73</u>
			TOTAL:	202.27
RAMADA	hotel for mmua 5/15-18	ELECTRIC FUND	ADMIN AND GENERAL	<u>313.14</u>
			TOTAL:	313.14
ANDY REDNING	mileage fire school march-	GENERAL FUND	FIRE	<u>200.94</u>
			TOTAL:	200.94

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
RHAPSODY MUSIC, INC	repaired piano	COMMUNITY CENTER	COMMUNITY CENTER	119.50
			TOTAL:	119.50
RIVER'S EDGE HOSPITAL & CLINIC	drug testing	GENERAL FUND	POLICE	26.45
	drug testing	GENERAL FUND	STREETS	29.00
	drug testing	GENERAL FUND	PARKS	145.00
	drug testing	COMMUNITY CENTER	COMMUNITY CENTER	105.00
	drug testing	WATER	ADMIN AND GENERAL	48.34
	drug testing	WASTE WATER FUND	ADMIN AND GENERAL	48.34
	drug testing	ENVIRON SERVICES F	ADMIN AND GENERAL	29.00
	drug testing	ELECTRIC FUND	ADMIN AND GENERAL	58.00
	drug testing	STORMWATER FUND	ADMINISTRATION AND GEN	77.32
			TOTAL:	566.45
ROYAL TIRE, INC	tires, mount and balance	GENERAL FUND	STREETS	1,009.61
	tire work #408	GENERAL FUND	STREETS	1,051.85
			TOTAL:	2,061.46
SAM'S CLUB	library celebration suppli	LIBRARY FUND	LIBRARY	53.10
			TOTAL:	53.10
MAGGIE SCHROEDER	babysitter training	GENERAL FUND	RECREATION/LEISURE SER	150.00
			TOTAL:	150.00
SCHWICKERT'S, INC.	repaired roof leaks at lib	LIBRARY FUND	LIBRARY	811.11
			TOTAL:	811.11
SERVICEMASTER OF LESUEUR/NICOLLET COUN	deep clean library	LIBRARY FUND	LIBRARY	4,314.83
			TOTAL:	4,314.83
SHORTY'S TIRE ONE	mount & balance tires bus	HEARTLAND TRANSIT	TRANSIT/TRANSPORTATION	106.50
			TOTAL:	106.50
SOUTHERN MN CONSTRUCTION CO INC	class 5	WATER	ADMIN AND GENERAL	172.93
	class 5	WASTE WATER FUND	ADMIN AND GENERAL	172.93
	class 5	ENVIRON SERVICES F	ADMIN AND GENERAL	86.45
	class 5	ELECTRIC FUND	ADMIN AND GENERAL	432.32
			TOTAL:	864.63
SOUTHERN MN INSPECTION CO.	lift inspection	GENERAL FUND	STREETS	33.83
	lift inspection	GENERAL FUND	STREETS	366.90
	lift inspection	GENERAL FUND	PARKS	27.06
	lift inspection	WATER	ADMIN AND GENERAL	13.53
	hoist inspections	WASTE WATER FUND	COLLECTOR/LIFT STAT	261.20
	lift inspection	WASTE WATER FUND	ADMIN AND GENERAL	13.53
	lift inspection	ENVIRON SERVICES F	ADMIN AND GENERAL	13.52
	lift inspection	ELECTRIC FUND	ADMIN AND GENERAL	33.83
			TOTAL:	763.40
SPRINT SOLUTIONS, INC.	phone bill for may '12	GENERAL FUND	POLICE	279.93
	phone bill for may '12	GENERAL FUND	FIRE	17.32
	phone bill for may '12	WATER	ADMIN AND GENERAL	25.91
	phone bill for may '12	ELECTRIC FUND	ADMIN AND GENERAL	25.91
			TOTAL:	349.07
ST PETER RENTAL CENTER	filter kits, valve assb,ri	GENERAL FUND	STREETS	59.47

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	cut off saw blades	WATER	PURIFICATION AND TREAT	109.97
			TOTAL:	169.44
STAPLES ADVANTAGE	easel pads	GENERAL FUND	CITY ADMINISTRATION	6.41
	easel pads	GENERAL FUND	CITY CLERK	6.41
	easel pads	GENERAL FUND	FINANCE	4.27
	pad, binder	GENERAL FUND	FINANCE	22.69
	easel pads	GENERAL FUND	POLICE	3.42
	easel pads	GENERAL FUND	BUILDING INSPECTOR	1.71
	easel pads	GENERAL FUND	PUBLIC WORKS ADMIN	0.85
	toner, calculator, staples	GENERAL FUND	STREETS	102.97
	rubberbands,pens,pads,fldr	GENERAL FUND	RECREATION/LEISURE SER	212.83
	toner, calculator, staples	GENERAL FUND	PARKS	82.38
	easel pads	GENERAL FUND	ECONOMIC DEVMT	0.43
	binder, postits, scissor,p	LIBRARY FUND	LIBRARY	76.35
	easel pad, clock	COMMUNITY CENTER	COMMUNITY CENTER	105.46
	easel pads	WATER	ADMIN AND GENERAL	3.85
	toner, calculator, staples	WATER	ADMIN AND GENERAL	41.19
	easel pads	WASTE WATER FUND	ADMIN AND GENERAL	3.85
	mat	WASTE WATER FUND	ADMIN AND GENERAL	50.76
	toner, calculator, staples	WASTE WATER FUND	ADMIN AND GENERAL	41.19
	toner, calculator, staples	ENVIRON SERVICES F	ADMIN AND GENERAL	41.18
	easel pads	ELECTRIC FUND	ADMIN AND GENERAL	11.54
	toner, calculator, staples	ELECTRIC FUND	ADMIN AND GENERAL	102.97
			TOTAL:	922.71
STEFFEN ELECTRIC OF LE CENTER INC.	ballasts & lamps	GENERAL FUND	MUNICIPAL BUILDING	901.75
	ballasts & lamps	GENERAL FUND	STREETS	22.88
	ballasts & lamps	GENERAL FUND	PARKS	18.30
	ballasts & lamps	WATER	ADMIN AND GENERAL	9.15
	ballasts & lamps	WASTE WATER FUND	ADMIN AND GENERAL	9.15
	ballasts & lamps	ENVIRON SERVICES F	ADMIN AND GENERAL	9.14
	ballasts & lamps	ELECTRIC FUND	ADMIN AND GENERAL	22.88
			TOTAL:	993.25
STREICHER'S	irritant holder	GENERAL FUND	POLICE	32.05
	irritant holder	GENERAL FUND	POLICE	41.66
	irritant holder	GENERAL FUND	POLICE	32.05
	recoil spring assembly	GENERAL FUND	POLICE	71.49
			TOTAL:	113.15
KEVIN THURSTON	softball ump 5/7-5/17	GENERAL FUND	RECREATION/LEISURE SER	42.00
			TOTAL:	42.00
TIGERDIRECT.COM	replacement monitor	GENERAL FUND	PUBLIC WORKS ADMIN	150.34
			TOTAL:	150.34
JANE TIMMERMAN-PETTY CASH	paper for lib celeb invite	LIBRARY FUND	LIBRARY	18.88
	mail 3 certified letters	COMMUNITY CENTER	COMMUNITY CENTER	17.25
			TOTAL:	36.13
TRANE	fix chiller	COMMUNITY CENTER	COMMUNITY CENTER	428.50
			TOTAL:	428.50
VON ESSEN TOWING	tow	GENERAL FUND	POLICE	50.00
	mount tires	GENERAL FUND	POLICE	36.00

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	labor mount tires & dispos	GENERAL FUND	STREETS	36.00
	towing #554	GENERAL FUND	PARKS	53.35
	tires and disposal	GENERAL FUND	PARKS	76.00
	tire repair #552	WASTE WATER FUND	COLLECTOR/LIFT STAT	10.00
			TOTAL:	261.35
W L CONSTRUCTIONS SUPPLY	diamond blade	GENERAL FUND	STREETS	379.99
			TOTAL:	379.99
WATER CONSRVATION SERVICE, INC.	water main sys survey 2012	WATER	DISTRIBUTION AND STORA	2,600.00
			TOTAL:	2,600.00
WESCO DISTRIBUTION INC	#508 3phase 300kva transfo	ELECTRIC FUND	NON-DEPARTMENTAL	9,367.59
	#405 elbow arrester	ELECTRIC FUND	NON-DEPARTMENTAL	2,140.17
	100w hps lamp	ELECTRIC FUND	NON-DEPARTMENTAL	352.05
	copper ground straps	ELECTRIC FUND	POWER DISTRIBUTION	13.36
			TOTAL:	11,873.17
BRIAN WIEDERICH	softball ump	GENERAL FUND	RECREATION/LEISURE SER	399.00
			TOTAL:	399.00
WILSON DEVELOPMENT SERVICES, LLC	wash ave acquisitions&relo	PERM IMPROVMENT RE	STREETS	386.00
			TOTAL:	386.00
TOM WINSELL	tuition & books	GENERAL FUND	POLICE	1,854.23
			TOTAL:	1,854.23
WOLF MOTOR COMPANY, INC.	brachet insulators nuts bo	WATER	CUSTOMER ACCOUNTS	25.18
	brachet insulators nuts bo	WASTE WATER FUND	CUSTOMER ACCOUNTS	25.19
	brachet insulators nuts bo	ELECTRIC FUND	CUSTOMER ACCOUNTS	25.18
			TOTAL:	75.55
ZEP SALES & SERVICE	recirculating detergent	GENERAL FUND	STREETS	37.18
	recirculating detergent	GENERAL FUND	PARKS	37.18
	recirculating detergent	WATER	DISTRIBUTION AND STORA	18.59
	recirculating detergent	WASTE WATER FUND	SOURCE/TREATMENT	18.61
	recirculating detergent	ENVIRON SERVICES F	REFUSE DISPOSAL	18.59
	recirculating detergent	ELECTRIC FUND	POWER DISTRIBUTION	37.18
	recirculating detergent	STORMWATER FUND	TREATMENT	18.61
			TOTAL:	185.94

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
===== FUND TOTALS =====				
101	GENERAL FUND			62,983.75
211	LIBRARY FUND			11,468.67
213	PUBLIC ACCESS			267.86
217	COMMUNITY CENTER			3,937.79
240	TORNADO DISASTER REV LOAN			156,536.04
317	COMMUNITY CENTER BOND			49,638.75
370	2010 EQUIPMENT CERTIFICAT			34,245.60
401	PERM IMPROVMENT REVOLVING			33,843.12
472	2012 EQUIPMENT CERTIFICAT			151.25
601	WATER			10,496.94
602	WASTE WATER FUND			16,932.73
603	ENVIRON SERVICES FUND			6,340.77
604	ELECTRIC FUND			29,688.06
606	STORMWATER FUND			2,974.69
610	HEARTLAND TRANSIT			4,013.69
820	RESTRICTED CONTRIBUTIONS			3,061.07

	GRAND TOTAL:			426,580.78

TOTAL PAGES: 14

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2012 –

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

RESOLUTION APPROVING CONSENT AGENDA

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

1. The following budgeted purchases in excess of \$5,000 are hereby approved:

<u>VENDOR</u>	<u>ITEM</u>	<u>PRICE</u>	<u>FUNDING</u>
Pool Naturally Plus	Chemical Moss Additive	\$5,532.00	General
Geldner Underground	Conduit install	\$5,520.00	Electric
Wesco	Misc. Electric	\$2,617.05	Electric
Boarder States	Misc. Electric	\$8,694.50	Electric
JT Services	Conduit 2" and 4"	\$6,978.94	Electric
Geldner Underground	4" Interduct Boring (Blanket)	\$20,000.00	Electric
Geldner Underground	Install electric basements	\$6,000.00	Electric
Geldner Underground	2" interdict Boring (Blanket)	\$32,000.00	Electric

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

On Sale 3.2 Beer

Godfather's Pizza	225 S MN	7/1/12 – 6/30/13
Great Wall Restaurant	108 S MN	7/1/12 – 6/30/13
Jake's Pizza	119 W Broadway	7/1/12 – 6/30/13

Off Sale 3.2 Beer

Econo-Foods #331	612 S MN	7/1/12 – 6/30/12
Freedom Valu Center	624 S MN	7/1/12 – 6/30/13
Holiday Stationstores Inc.	123 W St. Julien	7/1/12 – 6/30/13
Kwik Trip	1305 S MN	7/1/12 – 6/30/13

Wine

Great Wall Restaurant	108 S MN	7/1/12 – 6/30/13
Jake's Pizza	119 W Broadway	7/1/12 – 6/30/13

On Sale Liquor

American Legion	229 W Nassau	7/1/12 – 6/30/13
City Grille & Pub	814 N MN	7/1/12 – 6/30/13

El Agave	402 S 3rd	7/1/12 – 6/30/13
Embassy Bar	325 S MN	7/1/12 – 6/30/13
Flame Bar	225 W Nassau	7/1/12 – 6/30/13
Gustavus Adolphus College	800 College	7/1/12 – 6/30/13
Kingpin's	1671 S 3rd	7/1/12 – 6/30/12
Patricks On Third	125 S 3rd	7/1/12 – 6/30/13
Red Men Club	412 S 3rd	7/1/12 – 6/30/13
Willy's Hometown Tavern	220 S MN	7/1/12 – 6/30/13

Sunday

American Legion	229 W Nassau	7/1/12 – 6/30/13
City Grille & Pub	814 N MN	7/1/12 – 6/30/13
El Agave	402 S 3rd	7/1/12 – 6/30/13
Embassy Bar	325 S MN	7/1/12 – 6/30/13
Flame Bar	225 W Nassau	7/1/12 – 6/30/13
Gustavus Adolphus College	800 College	7/1/12 – 6/30/13
Kingpin's	1671 S 3rd	7/1/12 – 6/30/12
Patricks On Third	125 S 3rd	7/1/12 – 6/30/13
Red Men Club	412 S 3rd	7/1/12 – 6/30/13
Willy's Hometown Tavern	220 S MN	7/1/12 – 6/30/13

Off Sale

City Grille & Pub	814 N MN	7/1/12 – 6/30/13
Econo-Liquor #331	612 S MN	7/1/12 – 6/30/13
El Agave	402 S 3rd	7/1/12 – 6/30/13
Embassy Bar	325 S MN	7/1/12 – 6/30/13
Flame Bar	225 W Nassau	7/1/12 – 6/30/13
MGM Liquor Warehouse	100 N MN	7/1/12 – 6/30/13
Patricks On Third	125 S 3rd	7/1/12 – 6/30/13
Willy's Hometown Tavern	220 S MN	7/1/12 – 6/30/13

Gambling – LG240B Application ton Conduct Excluded Bingo

Knights of Columbus	400 Union St	8/9/12 – 8/11/12
---------------------	--------------	------------------

Temporary Soft Drink

St. Peter Jaycees	MN Square	6/9/12
-------------------	-----------	--------

3. The following temporary employee appointment is hereby approved at the wages indicated:

<u>NAME</u>	<u>POSITION</u>	<u>SALARY RATE</u>
Jordan Wilmas	Summer Parks Laborer	\$8.00 per hour

4. Correct the following wages from \$7.00per hour to \$7.75 per hour for the following employees:

Julia Putz, Brent Chouanard, Alex Wilson, Jessi Weiss

5. The following individuals are hereby appointed as Election Judges for the 2012 year:

Barbara A. Luker
Nancy Gehrke
Paul Aasen
Diane Braun
David Grimmus
James Jacobs
Shirley Krider
Barb L. Luker
Jan Manzey
Sarah Murphy
Ashley Prax
Deanne Schabert
Tracy Stuewe
Shirley Walter
Mary Ann Hanson
Brenda Isley

Bridgette Kennedy
Lynette Peterson
Janet Boese
Robert Genelin
Delores Hahn
Raymond Jacobson
Brenda Kroenke
Nancy Luker
Leona Miller
Margie Nelsen
Susan Prax
Greg Seitzer
Mike Torkelson
Sharon Fitch
Tom Leonhardt

Christine Johnson
Nita Aasen
Denny Booren
Donna Green
Mary Ann Harty
Roxie Kant
Gene Krohnberg
Joy Lyle
Cindy Moulton
Marion Peterson
Jean Sandland
Beverly Sommers
Paula Van Zee
Maureen Scholl
Lelia Leonhardt

5. Declare the following Football Program items surplus:

Thigh Pads 96 pairs
Shoulder Pads 111 units
Helmets 81
Tail Pads 92
Hip Pads 32 pairs, 11 unpaired
Knee Pads 93 paired, 4 unpaired

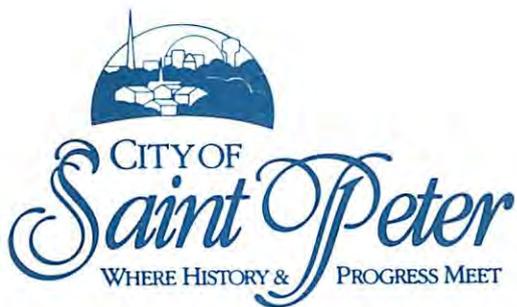
6. The schedule of disbursements for May 10, 2012 through May 23, 2012 is hereby approved.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota this 29th day of May, 2012.

Timothy Strand
Mayor

ATTEST:

Todd Prafke
City Administrator



Memorandum

TO: Honorable Mayor Strand
Members of the City Council

DATE: 5/21/12

FROM: Todd Prafke
City Administrator

RE: Modification to 2012 Street Maintenance Budget

ACTION/RECOMMENDATION

Provide for modification of the funding for street maintenance by increasing the budget \$40,000 in the 2012 year using General Fund reserves.

BACKGROUND

As you may know, the 2012 Minnesota State Legislative session has ended. With the pounding of the final gavel comes the final legislation related to State funds for municipal governments such as Local Government Aid (LGA).

The City's LGA for 2013 will be the same as in 2012. This is good and bad news. As you know, it could be worse, so from that perspective it is good. It is bad in that costs continue to increase, exemplified by fuel, capital goods and other costs, while our tax base arguably has continued to decrease thus causing increased tax rates while we have levied no additional dollars.

In addition, a few weeks back, the Council received reports from staff that provided you with information about end of year (2011) fund balances. You may recall that the General Fund was expected to see an increase in reserves of about \$143,000. My plan for you at that time, without knowing what would happen in Saint Paul, was to hold those funds as a hedge against decreases in LGA or increases in mandated activities. My review of the information leads me to believe that the City revenue stream for 2013 will be very similar to 2012 and that using \$40,000 of the projected increase in 2011 General Fund Reserves or fund balance, and putting those dollars into additional street repair, would be a very wise investment. City staff, including Public Works Director Giesking and myself, have indicated that we are not at the optimal funding levels for maintenance, but that we could make the plan for the 2012 year work due to a number of factors including an easier winter, positive maintenance program and additional work done in-house.

Public Works Director Giesking also indicated that the cost for materials has continued to go up. This use of funds will allow more patching and seal coating and will help ensure that the work that was called "extra" on the street maintenance plan will likely be completed depending on bid prices. Since we have not yet bid this work, the amount of additional maintenance activity will be determined at the time of receipt of bids. Attached is the list of work from the May 14, 2012 Council packet.

At this time I recommend the Council take action to provide an additional \$40,000 for street maintenance in the 2012 year using what will be General Fund Reserves. I believe this is a very good investment in very valuable infrastructure. This action will still leave about \$100,000 to be added to General Fund Reserves from the 2011 to the 2012 year.

FISCAL IMPACT:

As already stated, the funding would come from General Fund reserves.

ALTERNATIVES/VARIATIONS:

Do not act: Staff will continue with the 2012 street maintenance plan as previously approved by the Council. The amount of maintenance work to be completed will be dependent upon the bids received.

Negative vote: Again, work will continue under the budget previously adopted by 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

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2012 -

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

RESOLUTION MODIFYING 2012 STREET MAINTENANCE BUDGET

WHEREAS, the City Council has previously adopted a budget for the 2012 street maintenance program; and

WHEREAS, the Minnesota Legislature has taken action that would ensure the City's local government aid amount in 2013 is equal to the 2012 level; and

WHEREAS, an additional \$143,000 was added to the General Fund reserves at the end of 2011; and

WHEREAS, costs for street maintenance materials have dramatically increased in the last five years which limits the amount of work that can be done; and

WHEREAS, the additional reserve funds and the guarantee of no reduction in local government aid has led staff to recommend additional funding be provided for street maintenance.

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

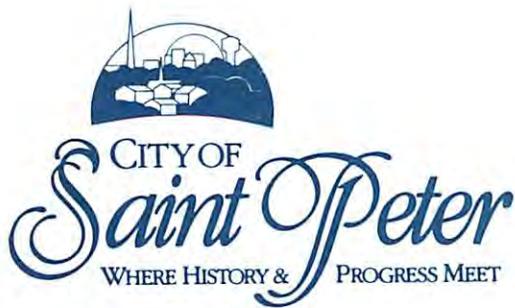
1. An additional \$40,000 is hereby allocated for the 2012 street maintenance program.
2. The additional funding shall be provided from General Fund reserves.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 29th day of May, 2012.

Timothy Strand
Mayor

ATTEST:

Todd Prafke
City Administrator



Memorandum

TO: Honorable Mayor Strand
Members of the City Council

DATE: 5/21/2012

FROM: Todd Prafke
City Administrator

RE: City Assistance Request: Blues Fest

ACTION/RECOMMENDATION

Approve a request by the Saint Peter Ambassadors' for City assistance for a Blues Fest in Minnesota Square Park.

BACKGROUND

Organizers of a Blues Fest have requested City assistance for their event to be held in Minnesota Square Park on June 9, 2012. The request includes:

- Use of Minnesota Square Park for set up, take down and operation of the event from June 7, 2012 – June 10, 2012.
- Use of City electricity for the event.
- Use of picnic tables in Minnesota Square Park.
- Installation of a tent in the park contingent upon the organizer's compliance with Gopher State One Call regulations and procedures.
- Use of the park restroom facilities, including supplies and use of a restroom key.
- Use of a gate key.
- The City acting as fiscal agent for a Blues Fest grant application to be applied for by the Saint Peter Ambassador's, Inc.
- Use of Police Reserves for on-site security/checking ID's on June 9th from noon-9:00 p.m. with all costs for the Reserves being paid by organizers.

Staff recommends approval of the request contingent upon the following:

- All publicity for the event including notice that dogs are not allowed in Minnesota Square Park.
- All food vendors for the event being notified by the organizer's that all applicable City, County and State permits must be obtained prior to June 1st (the organizers had indicated June 9th, but that would not provide enough time for approval of the license applications by the City Council, State and/or County).
- Limited access to the Public Works site during normal business hours only. Should the organizers need access after-hours or on weekends, the Ambassador's would be responsible for all employee call-out costs.

- Organizers limiting vehicles in the parks as directed by City staff.
- Organizers providing for refuse disposal, additional restroom facilities as required and disposal of any and all waste and debris resulting from the event.
- Return of the park to pre-event condition.
- Prior to the event providing the City with a certificate of insurance in an amount not less than \$1,500,000 naming the City as an additional insured.

This is the third year for this event and staff will once again will monitor activities surrounding preparation for the event, activities on the day of the event including parking issues in the park and take down activities in the park to ensure compliance with the approval provided.

FISCAL IMPACT:

The expected cost for the requested assistance will be \$3,500 including staff time, materials, and ongoing fiscal agent assistance.

ALTERNATIVES/VARIATIONS:

Do Not Act: Staff will provide no assistance without additional direction from the Council.

Denial: No City assistance will be provided without additional direction from the Council.

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

Please let me know if you have any questions or concerns about this agenda item.

TP/bal

ST. PETER AMBASSADORS, INC.
P.O. Box 301
St. Peter, MN 56082

May 8, 2012



Todd Prafke, City Administrator
St. Peter City Council
227 S. Front Street
St. Peter, MN 56082

Re: St. Peter Ambassadors Blues Fest Project

Dear Mr. Prafke and Members of the St. Peter City Council:

The 4th annual Blues Fest is approaching. This year's event is scheduled for Saturday, June 9, 2012, from 12:00 noon to 10:00 p.m. We have, I believe, reserved Minnesota Square Park for the Blues Fest and all set-up needs.

We wish to thank the City for assisting us last year with the project. On behalf of the St. Peter Ambassador's we once again request the assistance of the City of St. Peter and the City Council for this year's Blues Fest.

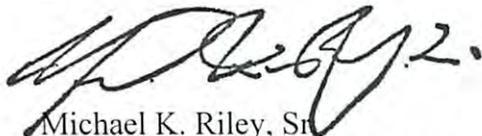
Our request for support and assistance includes the following:

1. Set up festival equipment, stage etc. beginning Thursday, June 7, 2012. Take down will take place as expediently as possible following the festival.
2. We request the use of City electricity during the Blues Fest and assistance by the City Electrical Department should the need arise.
3. We request use of City picnic tables.
4. We request permission to install a tent in the park and will follow all Gopher State one-call regulations.
5. We request use of the park restroom facilities, including supplies and the use of a restroom key.
6. We request the use of a gate key for access to the park.

7. We request to be allowed to use police reserves for on-site security, or checking IDs beginning Saturday, June 9th at 12 noon until 9 p.m. All costs associated with providing police security shall be paid by the Ambassadors Blue Fest Organization.
8. We request permission to utilize the City as the fiscal agent for the Blues Fest grant application and any grant funds received.
9. We understand and agree that the City requires us to follow certain reasonable regulations. Our understanding is that they include the following:
 - a. Any publicity concerning the event shall include a notice that pets are not allowed in the park for the Blues Fest.
 - b. That we shall notify all food vendors at the event of their need to obtain a City permit prior to June 9, 2012.
 - c. Any vehicles in the park will be limited as much as possible and will be supervised by Blues Fest organizers and/or city staff.
 - d. We understand any access to the Public Works Site in St. Peter shall be limited to normal business hours. Should we need access to the site during non-business hours, we will pay any required call out charges for city staff.
 - e. St. Peter Ambassadors will arrange for appropriate garbage capacity, additional restroom facilities as directed or required, and disposal of any and all waste and debris resulting from the festival.
10. We would respectfully request being able to meet with City staff at a time convenient to address logistics and any additional concerns the City may have.

On behalf of the St. Peter Ambassadors, I wish to thank you for any positive response you may give to this request.

Sincerely,



Michael K. Riley, Sr.
Blues Fest Committee Member

MKR:hb

cc: Chad DeBlicke
David Detlefsen
John Mayer

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2012 -

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

RESOLUTION APPROVING REQUEST FOR CITY ASSISTANCE FOR “BLUES FEST”

WHEREAS, the St. Peter Ambassador's have proposed to establish a “Blues Fest” similar to Rock Bend Folk Festival; and

WHEREAS, the Ambassadors intend for this event to be a community event which is open to the public; and

WHEREAS, the organizers have requested City assistance for their event to be held in Minnesota Square Park; and

WHEREAS, the City Council has provided City assistance for other similar events.

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

1. The request for City assistance for the “Blues Fest to be sponsored by St. Peter Ambassador's, Inc. is hereby approved as follows:
 - Use of Minnesota Square Park for set up, take down and operation of the event from June 7, 2012 – June 10, 2012.
 - Use of City electricity for the event.
 - Use of picnic tables in Minnesota Square Park.
 - Installation of a tent in the park contingent upon the organizer's compliance with Gopher State One Call regulations and procedures.
 - Use of the park restroom facilities, including supplies and use of a restroom key.
 - Use of a gate key.
 - The City acting as fiscal agent for a Blues Fest grant application to be applied for by the Saint Peter Ambassador's, Inc.
 - Use of Police Reserves for on-site security/checking ID's on June 9th from noon-9:00 p.m. with all costs for the Reserves being paid by organizers.

2. City assistance is being provided contingent upon the following:
 - All publicity for the event including notice that dogs are not allowed in Minnesota Square Park.
 - All food vendors for the event being notified by the organizer's that all applicable City, County and State permits must be obtained prior to June 1st.
 - Limited access to the Public Works site during normal business hours only.
 - Organizers limiting vehicles in the parks as directed by City staff.
 - Organizers providing for refuse disposal, additional restroom facilities as required and disposal of any and all waste and debris resulting from the event.
 - Return of the park to pre-event condition.

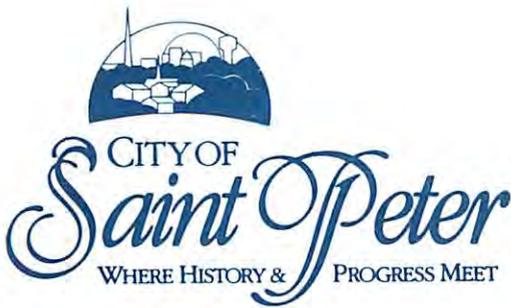
- Prior to the event providing the City with a certificate of insurance in an amount not less than \$1,500,000 naming the City as an additional insured.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 29th day of May, 2012.

Timothy Strand
Mayor

ATTEST:

Todd Prafke
City Administrator



Memorandum

TO: Honorable Mayor Strand
Members of the City Council

DATE: 5/23/2012

FROM: Todd Prafke
City Administrator

RE: Old Hospital Site (Park Row Crossing Townhomes)

ACTION/RECOMMENDATION

Approve the attached resolution that provides specific City support for a development on the Old Hospital Site (corner of Broadway and Washington) in partnership with Southwest Minnesota Housing Partnership for a funding application to be submitted to Minnesota Housing Finance Agency.

BACKGROUND

The City Council has discussed opportunities for development of this site at many, many different meetings. That discussion centered around two primary re-use opportunities. Those two opportunities included a City Hall/Fire Hall/Police Station development and a second opportunity of a multi-family housing development that would be similar to Central Square helping to meet various housing density, financial goals and a targeted market for rental opportunities for young families (young family development is a target in your strategic thinking). Without taking lots of space to re-describe those discussions or the number of different concepts and funding mechanisms you have reviewed and discussed, the direction from the Council has been to work towards whichever project has opportunity in the nearest future. At this time that appears to be housing development as described and conceptually pictured in your packet.

Other opportunities have also been discussed, including single-family development, which poses a unique set of issues at that site including value, community inventory, time for redevelopment, density, and driveway access to Washington and Broadway among others.

Council has met and worked through a process that was very similar to the process with Central Square, which has included site review, concept and footprint level of design review and discussion on financing. In addition, Minnesota Housing Finance Agency has competitive funding guidelines and as the Council may remember, certain forms of assistance receive points towards funding. The commitments contemplated in the resolution are an effort to maximize your points to score high so that this project would then receive funding. You may also note that it estimated by Minnesota Housing Finance Agency that only one new construction project will be funded in greater Minnesota.

The project would consist of 40 units in two buildings with underground parking for each unit. A concept rendering and elevation has been included for you in the packet. These are not final. You may note the design is similar to a walk-up with a courtyard in the center with small play area. Due to design and other considerations, it is believed that these units would be attractive to a wide variety of households but are specifically targeted to younger families. It is estimated that rents would be approximately:

- \$620 for 1 bedrooms,
- \$740 for two bedrooms
- \$880 for three bedroom units.

Four units are designated for low income renters: 3 one-bedrooms renting at \$102 and 1 two-bedroom unit renting at \$144.

The makeup of the units will be:

- one bedroom 6 units (2 of which are handicap)
- two bedroom 28 units
- three bedroom 6 units
- TOTAL 40 units

SWMHP was asked to provide a Market Study related to this type of development. The market study was done by Community Partners. Community Partners is the organization that has done the last two Housing Studies commissioned by the City and will complete its third full study in the next few weeks. The market study done for SWMHP last year discusses many things but the bullet points below touch on a few bigger picture issues that the Council should consider.

- A market rate vacancy rate of 0.9% and a tax credit/moderate rent vacancy rate of 0.7% are unhealthy and does not provide choice for those seeking rental options. Generally, a vacancy rate of 5% is looked at as healthy. We are well below that rule of thumb number.
- The most comparable properties have been successful and are 100% occupied with established waiting lists.
- The City of Saint Peter, Primary Market Area and Nicollet County have all experienced sustained growth over the last two decades. The growth rate for the City exceeds those of the market area or County.
- The centralized location, attractive design, and underground parking amenities likely provide a competitive advantage.

The Southwest Minnesota Housing Partnership has a proven record of providing affordable housing options in cooperation with the City Council. The other cooperative housing developments including Nicollet Meadows Townhomes, Central Square, and single-family housing projects in Nicollet Meadows and Washington Terrace have all performed above projection and have helped continue to meet goals of young families, utility sales, density, and development.

The Council has continued to promote growth of young families through a number of efforts that include housing opportunities. You have reviewed a number of different housing design concepts and have directed SWMHP to pursue the townhome style as shown in the packet, which is a higher cost. That direction was based on your wish to have something that you believe is a better fit, architecturally for the neighborhood, and for the target market you wish to pursue which is younger families therefore the townhome, walk up, two level apartment design

as compared to the fewer entrance, two story, one level apartment design. There are issues that, if the project is funded, will need additional consideration. Those issues include, outside lighting, roof top design, color of units among others. Exact design will be an item, that if funded, the Council will go through using design meetings with SWMHP and the architect to finalize. Changes in the Park Row parking lot and other related traffic issues also need additional thought and strategy development. As the Council as seen in other projects, those issues are better defined and addressed as a part of the final design process. Working with SWMHP has given you much more control over those types of issues when compared to other developer lead processes as demonstrated at Central Square. The total development cost of the project is about \$7,000,000.

FISCAL IMPACT:

The resolution and application commitment is significant but very similar to that made for Central Square. The City would promise to sell the property for \$1.00. In addition, the City will agree to abate the redevelopment costs of \$310,000 in anticipated assessment to the property. That sum is equal to the approximate cost of the demolition of the Hospital. The total value to SWMHP is about \$647,000 in present value over the term of the TIF, which would be about 26 years. The City will allow for development of a Planned Unit Development and zoning changes under current rules from its use for a hospital to residential with a higher density. It should be noted that the density would obviously be lower than Central Square, which is 55 units.

ALTERNATIVES/VARIATIONS:

Do nothing. Staff will wait for additional direction. The timing of the request is important as the application deadline is this next week. If the Council wishes to delay action, it would mean a wait until the next application cycle that would be in 2013.

Negative vote. Staff will contact SWMHP and let them know you are no longer interested in this project and wait for further direction from the Council.

Modification of the resolution. This is always an option of the Council. Please note that many of the issues addressed in the resolution are worded in such a way that they articulate and maximize the points need to score well in the competitive application process.

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

TP/bal

ELEVATION



EAST ELEVATION

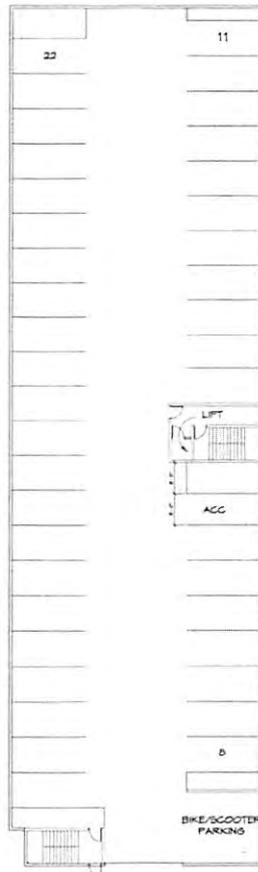


St. Peter - Broadway Housing
4-21-11

7

57

PLANS

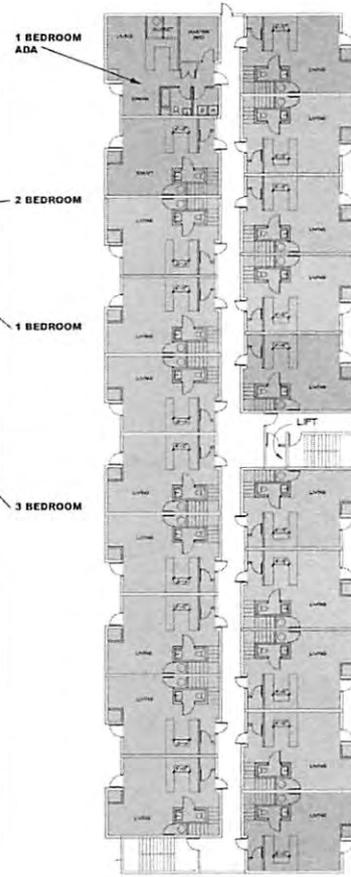


Lower Level = 14,419 s.f.

UNIT MIX:
1 BEDROOM :
3 PER BLDG (15%)
2 BEDROOM:
13 PER BLDG (65%)
3 BEDROOM:
4 PER BLDG (20%)
TOTAL UNITS: 20



Upper Level = 12,977 s.f.



Grade Level = 13,767 s.f.

85

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2012 -

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

**RESOLUTION SUPPORTING SOUTHWEST MINNESOTA HOUSING PARTNERSHIP
PROPOSED PARK ROW CROSSING TOWNHOME PROJECT**

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

WHEREAS, the City has had a successful relationship with Southwest Minnesota Housing Partnership; and

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

WHEREAS, the Southwest Minnesota Hosing Partnership is proposing the construction of 40 townhome units for persons/families that have income at or below 60% of median income; and

WHEREAS the proposed project will help alleviate local rental housing needs within the Saint Peter community.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SAINT PETER, NICOLLET COUNTY, MINNESOTA, DOES HEREBY RESOLVE THAT: the City of Saint Peter will support the Southwest Minnesota Housing Partnership proposed Park Row Crossing Townhome project as follows:

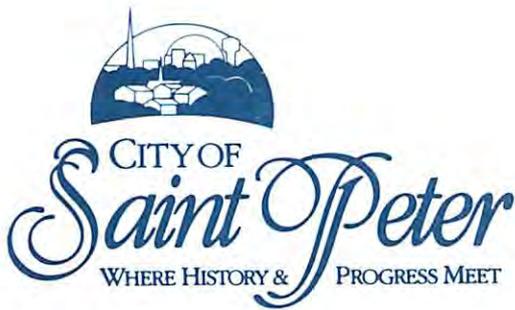
- The City of Saint Peter will provide tax increment financing to Southwest Minnesota Housing Partnership.
- The City will provide the "Old Hospital Site" to Southwest Minnesota Housing Partnership for \$1.00 upon verification of project financing and completion of project design.
- The City will abate \$310,000 in assessments from the demolition and clean-up of the site.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 29th day of May, 2012.

Timothy Strand
Mayor

ATTEST:

Todd Prafke
City Administrator



Memorandum

TO: Todd Prafke
City Administrator

DATE: 5/25/12

FROM: Lewis Giesking
Director of Public Works

RE: EPA Broadway Generation Requirements

ACTION/RECOMMENDATION

Approve the attached resolution retaining DGR Engineers to design the installation of oxidation catalyst for the generation plant for a lump sum fee of \$29,000.00, plus estimated hourly fees for construction observation of \$14,500.00.

BACKGROUND

The City constructed and owns the electric generation plant and is responsible for maintenance and operation expenses. The Power Sales Contract with Southern Minnesota Municipal Power Agency (SMMPA) requires the City to purchase all electric energy and capacity from SMMPA through 2050. The City has a contract with SMMPA, which purchases the output capacity of the generation plant for twenty-five years – beginning in 2004. SMMPA has the right to renew the contract. SMMPA pays the City \$3.00 per kilowatt month or \$36,000 per month for the plant output plus paying for the fuel used. The plant was anticipated to operate an average of 1,000 hours per year but has actually only called to operate 200 to 300 hours per year. It is available for emergency operation by the City.

The U.S. Congress passed the Clean Air Act in 1990 and in 2011 the EPA issued rules pertaining to emissions from compression ignition reciprocating internal combustion engines (RICE). The rule is known as NESHAP or 40 CFR 63 Subpart ZZZZ. The requirements include the installation of crankcase vents and oxidation catalyst, which are mandatory for our six electric generation plant engines. The compliance deadline is currently May 3, 2013. There have been challenges to the rule, which have been rejected except one – a possibility of providing an additional five years to become compliant with the standards. The EPA was to rule on the extension of time in April but now is saying they will issue the ruling in June of 2012.

The new emission standard applies to engine/generators placed in operation before June 12, 2006 that are greater than 500 HP located at an area source. The mandated goal is less than 23 PPM carbon monoxide in the exhaust at 15% oxygen or reduced carbon monoxide emissions by 70%. (CAT engines similar ours have been tested and produce 26 PPM or more in carbon monoxide.)

The City must comply with the mandate or will not be able to operate the generators, except in an emergency. If the generation plant cannot produce electricity into the transmission system, the city would lose SMMPA monthly payments. (If the City cannot comply due to the ability to obtain materials or contract labor to install in a timely manner, SMMPA may make an exception.)

The installation of equipment to address crankcase venting is being done by the City's Electric Linemen. CAT developed a kit to recycle the fumes back into the engine. The Linemen have installed the kits on four engines and will do the remaining two this fall. Material costs for this work will total about \$4,000.

The installation of Oxidation Catalyst for the purpose of reducing CO₂ output from the engines is a much larger project. The installation will require modifications to the exhaust system to provide space for the Oxidation Catalyst containers. Current cost estimates are \$60,000 to \$80,000 per engine; however, due to demand, prices may escalate which is the primary reason utilities requested a five-year extension to install. The City electric utility will incur about \$500,000 in expenses to meet these new requirements.

There will be testing and reporting for the installation. The oxidation will require periodic cleaning or replacement.

It is proposed to retain DGR Engineers to design and receive bids for the installation of the Oxidation Catalysts. They are experienced in the design and construction of generation plants and were the design engineers for the Saint Peter Generation Plant. DGR is currently working for the City and SMMPA on the Substation/Transmission project. The design work needs to be done, but the timing for installation may change depending on the upcoming EPA ruling.

The cost for the engineering is a lump sum of \$29,000 plus expenses estimated at \$14,500.

FISCAL IMPACT:

Financing for the project will be dependent on a number of factors including:

- Cash position after completion of transmission project; and
- Whether work will need to be completed at one time or can be spread out over five years; and
- The general time cash is needed based on the contract for work.

ALTERNATIVES/VARIATIONS:

Do not act: Staff will seek City Council direction to address the mandate.

Negative Votes: Staff will seek City Council direction to address the mandate.

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

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

LGG/vwt

**SHORT FORM OF AGREEMENT
BETWEEN OWNER AND ENGINEER
FOR
PROFESSIONAL SERVICES**

THIS IS AN AGREEMENT effective as of _____ (“Effective Date”) between
the City of Saint Peter, Minnesota (“Owner”)
and DeWild Grant Reckert and Associates Company, Inc. (“Engineer”)
Engineer agrees to provide the services described below to Owner for Broadway Generation Plant – (“Project”).
NESHAP Compliance Activities

Description of Engineer’s Services: As described on Appendix 1, attached.

Owner and Engineer further agree as follows:

1.01 Basic Agreement

A. Engineer shall provide, or cause to be provided, the services set forth in this Agreement, and Owner shall pay Engineer for such Services as set forth in Paragraph 9.01.

2.01 Payment Procedures

A. *Preparation of Invoices.* Engineer will prepare a monthly invoice in accordance with Engineer’s standard invoicing practices and submit the invoice to Owner.

B. *Payment of Invoices.* Invoices are due and payable within 30 days of receipt. If Owner fails to make any payment due Engineer for services and expenses within 30 days after receipt of Engineer’s invoice, the amounts due Engineer will be increased at the rate of 1.0% per month (or the maximum rate of interest permitted by law, if less) from said thirtieth day. In addition, Engineer may, without liability, after giving seven days written notice to Owner, suspend services under this Agreement until Engineer has been paid in full all amounts due for services, expenses, and other related charges. Payments will be credited first to interest and then to principal.

3.01 Additional Services

A. If authorized by Owner, or if required because of changes in the Project, Engineer shall furnish services in addition to those set forth above.

B. Owner shall pay Engineer for such additional services as follows: For additional services of Engineer’s employees engaged directly on the Project an amount equal to the cumulative hours charged to the Project by each class of Engineer’s employees times standard hourly rates for each applicable billing class; plus reimbursable expenses and Engineer’s consultants’ charges, if any.

4.01 Termination

A. The obligation to provide further services under this Agreement may be terminated:

1. For cause,
 - a. By either party upon 30 days written notice in the event of substantial failure by the other party to perform in accordance with the Agreement’s terms through no fault of the terminating party.

62

b. By Engineer:

1) upon seven days written notice if Engineer believes that Engineer is being requested by Owner to furnish or perform services contrary to Engineer's responsibilities as a licensed professional; or

2) upon seven days written notice if the Engineer's services for the Project are delayed or suspended for more than 90 days for reasons beyond Engineer's control.

3) Engineer shall have no liability to Owner on account of such termination.

c. Notwithstanding the foregoing, this Agreement will not terminate as a result of a substantial failure under paragraph 4.01.A.1.a if the party receiving such notice begins, within seven days of receipt of such notice, to correct its failure and proceeds diligently to cure such failure within no more than 30 days of receipt of notice; provided, however, that if and to the extent such substantial failure cannot be reasonably cured within such 30 day period, and if such party has diligently attempted to cure the same and thereafter continues diligently to cure the same, then the cure period provided for herein shall extend up to, but in no case more than, 60 days after the date of receipt of the notice.

2. For convenience, by Owner effective upon the receipt of notice by Engineer.

B. The terminating party under paragraphs 4.01.A.1 or 4.01.A.2 may set the effective date of termination at a time up to 30 days later than otherwise provided to allow Engineer to demobilize personnel and equipment from the Project site, to complete tasks whose value would otherwise be lost, to prepare notes as to the status of completed and uncompleted tasks, and to assemble Project materials in orderly files.

5.01 Controlling Law

A. This Agreement is to be governed by the law of the state in which the Project is located.

6.01 Successors, Assigns, and Beneficiaries

A. Owner and Engineer each is hereby bound and the partners, successors, executors, administrators, and legal representatives of Owner and Engineer (and to the extent permitted by paragraph 6.01.B the assigns of Owner and Engineer) are hereby bound to the other party to this Agreement and to the partners, successors, executors, administrators, and legal representatives (and said assigns) of such other party, in respect of all covenants, agreements, and obligations of this Agreement.

B. Neither Owner nor Engineer may assign, sublet, or transfer any rights under or interest (including, but without limitation, moneys that are due or may become due) in this Agreement without the written consent of the other, except to the extent that any assignment, subletting, or transfer is mandated or restricted by law. Unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under this Agreement.

7.01 General Considerations

A. The standard of care for all professional engineering and related services performed or furnished by Engineer under this Agreement will be the care and skill ordinarily used by members of the subject profession practicing under similar circumstances at the same time and in the same locality. Engineer makes no warranties, express or implied, under this Agreement or otherwise, in connection with Engineer's services. Engineer and its consultants may use or rely upon the design services of others, including, but not limited to, contractors, manufacturers, and suppliers.

B. Engineer shall not at any time supervise, direct, or have control over any contractor's work, nor shall Engineer have authority over or responsibility for the means, methods, techniques, sequences, or procedures of construction selected or used by any contractor, for safety precautions and programs incident to a contractor's work progress, nor for any failure of any contractor to comply with laws and regulations applicable to contractor's work.

C. Engineer neither guarantees the performance of any contractor nor assumes responsibility for any contractor's failure to furnish and perform its work in accordance with the contract between Owner and such contractor.

D. Engineer shall not be responsible for the acts or omissions of any contractor, subcontractor, or supplier, or of any contractor's agents or employees or any other persons (except Engineer's own employees) at the Project site or otherwise furnishing or performing any of construction work; or for any decision made on interpretations or clarifications of the construction contract given by Owner without consultation and advice of Engineer.

E. The general conditions for any construction contract documents prepared hereunder are to be the "Standard General Conditions of the Construction Contract" as prepared by the Engineers Joint Contract Documents Committee.

F. All design documents prepared or furnished by Engineer are instruments of service, and Engineer retains an ownership and property interest (including the copyright and the right of reuse) in such documents, whether or not the Project is completed.

G. To the fullest extent permitted by law, Owner and Engineer (1) waive against each other, and the other's employees, officers, directors, agents, insurers, partners, and consultants, any and all claims for or entitlement to special, incidental, indirect, or consequential damages arising out of, resulting from, or in any way related to the Project, and (2) agree that Engineer's total liability to Owner under this Agreement shall be limited to \$50,000 or the total amount of compensation received by Engineer, whichever is greater.

H. The parties acknowledge that Engineer's scope of services does not include any services related to a Hazardous Environmental Condition (the presence of asbestos, PCBs, petroleum, hazardous substances or waste, and radioactive materials). If Engineer or any other party encounters a Hazardous Environmental Condition, Engineer may, at its option and without liability for consequential or any other damages, suspend performance of services on the portion of the Project affected thereby until Owner: (i) retains appropriate specialist consultants or contractors to identify and, as appropriate, abate, remediate, or remove the Hazardous Environmental Condition; and (ii) warrants that the Site is in full compliance with applicable Laws and Regulations.

8.01 Total Agreement

A. This Agreement (consisting of pages 1 to 4 inclusive together with any expressly incorporated appendix), constitutes the entire agreement between Owner and Engineer and supersedes all prior written or oral understandings. This Agreement may only be amended, supplemented, modified, or canceled by a duly executed written instrument.

9.01 Payment (Hourly Rates Plus Reimbursable Expenses Portion)

A. Using the procedures set forth in paragraph 2.01, Owner shall pay Engineer for hourly tasks as follows:

1. An amount equal to the cumulative hours charged to the Project by each class of Engineer's employees times standard hourly rates for each applicable billing class for all services performed on the Project, plus reimbursable expenses and Engineer's consultants' charges, if any.

2. Engineer's Standard Hourly Rates are attached as Appendix 2.

3. The total compensation for hourly services and reimbursable expenses is estimated to be \$14,500

9.02 Payment (Lump Sum Basis Portion)

A. Using the procedures set forth in paragraph 2.01, Owner shall pay Engineer for lump sum tasks as follows:

1. For Lump Sum Services: a Lump Sum amount of \$29,900

IN WITNESS WHEREOF, the parties hereto have executed this Agreement, the Effective Date of which is indicated on page 1.

OWNER: City of Saint Peter, Minnesota

ENGINEER: DeWild Grant Reckert & Associates Co.

By: _____

By: _____
Curt D. Dieren, P.E.
Vice President

By: _____

By: _____
Blair A. Metzger, P.E.
President

Date Signed: _____

Date Signed: _____

Address for giving notices:

Address for giving notices:

DeWild Grant Reckert & Associates Co.
1302 S. Union Street, P.O. Box 511
Rock Rapids, IA 51246

APPENDIX 1

SCOPE OF SERVICES AND FEE ARRANGEMENT

NESHAP Compliance Activities Broadway Generation Plant

City of Saint Peter, Minnesota
May, 2012

1. PROJECT BACKGROUND AND APPROACH:

The US Environmental Protection Agency recently published rules pertaining to emissions from compression ignition reciprocating internal combustion engines (RICE), commonly known as NESHAP or 40 CFR 63, Subpart ZZZZ requirements. There are several new requirements for generation equipment and their owners due to this rule. The City of Saint Peter wishes to make physical improvements to the facilities within its Broadway generation plant in order to bring six Caterpillar 2,000 kW engine / generator sets into compliance. It is anticipated that the project will include the following items:

- Procurement and installation of new inline oxidation catalysts, or the replacement of existing exhaust silencers with new combination exhaust silencers / oxidation catalysts.
- Modifications to and replacement of exhaust piping as required to accommodate the installation of the new catalysts or combination silencers/catalysts.
- ~~Procurement and installation of crankcase ventilation systems.~~
- Installation of structural components (steel supports, foundations) necessary for the new equipment.
- Procurement and installation of exhaust monitoring equipment, to potentially include an interface to the Utility SCADA or control system.
- Removal and disposal as needed of old piping, silencers, and unnecessary materials.

2. SCOPE OF SERVICES:

We will perform the following services under this contract:

Preliminary Phase:

- Participate in a project kickoff meeting to review and discuss the project with the Owner, and to gather field information.
- Review information collected from existing construction documents, field data, shop drawings, contractor interviews, research, correspondence, etc.
- Prepare preliminary construction documents outlining preliminary equipment layouts, sizes, and shapes.

- Prepare a preliminary cost estimate and project schedule.
- Compile the above preliminary design information into correspondence for review by the City of Saint Peter. Proceed to the construction document phase after review of any Owner comments.

Design and Bidding Phase:

- Develop specifications, bidding, and contract documents for the improvements including major materials such as the oxidation catalysts and crankcase ventilation systems as well as their installation.
- Perform design for mechanical, structural, and electrical installation work associated with the project.
- Assemble drawings and technical specifications for constructing the improvements.
- Provide bidding phase services, including providing bidding documents to contractors and/or material suppliers, answering contractor/supplier questions, tabulating and evaluating bids, and providing award recommendations.

Construction and Final Phase:

- Assist the Owner during the construction phase, including conducting a pre-construction conference, making periodic site visits during construction, processing pay requests, representing the Owner's interest to the contractor, and related activities as needed.
- Review shop drawings.
- Review submitted Operations and Maintenance manuals and Monitoring Plan.
- Attend commissioning and field checkout of the equipment, if required or requested.
- Provide final phase services, including final walk-thru and punchlist development, assembly of final documents, and related close-out items. Furnish record drawings reflecting construction records.

Testing Services:

- If desired by the Owner, engineering testing can be performed on one or more of the Caterpillar engine / generator sets prior to design development. This testing would be performed in order to collect technical data such as carbon monoxide and oxygen levels in the engine exhaust, exhaust temperatures, exhaust flow rates, and exhaust system backpressure. We would prepare a Request for Proposals (RFP) to accomplish this testing and coordinate with the testing firm as required on the Owner's behalf.
- Upon project completion, an initial performance test (emission test) is required to demonstrate compliance with the emissions limitations, and the results are submitted to the EPA/MPCA. This can also be used to demonstrate Contractor compliance with the construction/contract documents. If the Owner wishes for this testing to occur independently from the construction contract, we would

develop a RFP to accomplish formal EPA testing on each of the engine / generator sets. We would coordinate with the testing firm as required on the Owner's behalf, and review the generated documentation.

3. FEE ARRANGEMENT:

We propose the following fee arrangement for this work:

Task	Fee Type	Fee Amount
Preliminary	Lump Sum	\$6,400
Design & Bidding	Lump Sum	\$23,500
Construction & Final	Hourly Estimate	\$12,000
Testing	Hourly Estimate	\$2,500

For all hourly work, we will bill for time spent at the Hourly Fee Schedule in effect when the work is done. A copy of the 2012 Hourly Fee Schedule is attached. In addition to the amount relating to the personnel grade of the individuals doing the work, the only other expenses expected to be billed directly are travel-related costs (primarily mileage); and subsistence costs if overnight stays are required (food and lodging).

APPENDIX 2

**DEWILD GRANT RECKERT AND ASSOCIATES COMPANY
CONSULTING ENGINEERS
ROCK RAPIDS, IA - SIOUX FALLS, SD - SIOUX CITY, IA**

JANUARY 2012

HOURLY FEE SCHEDULE A

Personnel Grade	Engineer Hourly Rate	Technician Hourly Rate	Administrative Hourly Rate
01	\$72.00	\$42.00	\$38.00
02	\$76.00	\$45.00	\$39.00
03	\$80.00	\$48.00	\$41.00
04	\$85.00	\$52.00	\$43.00
05	\$93.00	\$56.00	\$46.00
06	\$101.00	\$60.00	\$50.00
07	\$110.00	\$64.00	\$54.00
08	\$119.00	\$68.00	\$58.00
09	\$128.00	\$72.00	\$63.00
10	\$137.00	\$76.00	\$68.00
11	\$146.00	\$80.00	\$74.00
12	\$157.00	\$84.00	\$82.00
13	\$170.00	\$90.00	\$98.00
14	\$180.00	\$96.00	\$121.00
15	\$187.00	\$105.00	\$155.00

Reimbursable Expenses:

1. Company vehicles, all at the IRS standard mileage rate in effect at the time.
2. Other travel, subsistence, lodging at actual out-of-pocket cost.
3. GPS Survey Equipment (when used) at \$31.25 per hour.

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2012 -

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

**RESOLUTION RETAINING ENGINEER TO DESIGN THE INSTALLATION OF OXIDATION
CATALYST FOR THE ELECTRIC GENERATION PLANT**

WHEREAS, the Environmental Protection Agency has issued a mandate based on the Clean Air Act requiring a reduction in carbon monoxide emissions from the diesel generators at the electric generation plant; and

WHEREAS, the current deadline for installation of the pollution control equipment is May 3, 2013; and

WHEREAS, the city must install the emission control equipment or take the generators out of service.

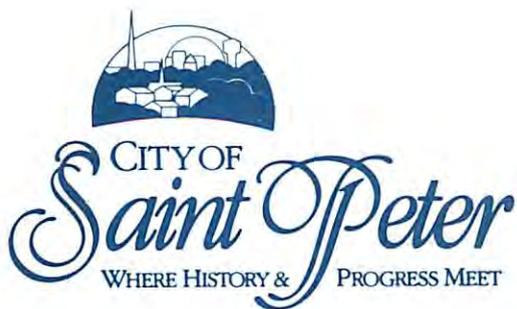
NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SAINT PETER, NICOLLET COUNTY, MINNESOTA, THAT: the City Council hereby retains DGR Engineers to design the installation of Oxidation Catalyst for the Electric Generation Plant for a lump sum of \$29,000.00 and provide construction services for a time and expenses fee estimated to be \$14,500.00.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 29th day of May, 2012.

Timothy Strand
Mayor

ATTEST:

Todd Prafke
City Administrator



Memorandum

TO: Todd Prafke
City Administrator

DATE: 5-23-12

FROM: Lewis Giesking
Director of Public Works

RE: Authorize Construction Work for Drainage Improvements on the Sumner Street and Swift Street Intersection

ACTION/RECOMMENDATION

Award the work for drainage improvements on the Sumner Street and Swift Street intersection to W.W. Blacktopping, Inc. of Mankato, MN for \$59,276.00.

BACKGROUND

The intersection located at Sumner and Swift Streets has been identified as an intersection unable to handle stormwater flows during significant rain events. The business located at 907 Swift Street has experienced water flowing onto their property during these events causing significant damage. Staff has taken precautionary measures by sandbagging the boulevard, but a more permanent solution has been designed.

Five (5) bids were received for the project ranging from \$76,463.00 to a low bid of \$59,276.00. The engineers estimate for the work is \$65,454.50.

The low bidder has successfully done work for the city in the past and has successfully completed projects in other communities.

Fiscal Impact:

The work will be funded from the Stormwater budget.

Alternatives and Variations:

Do not act: There are thirty days to award the bid.

Negative Votes: City Council must reject all bids.

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

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

LGG/vwt



BOLTON & MENK, INC.

Consulting Engineers & Surveyors

1960 Premier Drive • Mankato, MN 56001-5900

Phone (507) 625-4171 • Fax (507) 625-4177

www.bolton-menk.com

May 23, 2012

Lew Giesking
Public Works Department
405 W. St. Julien Street
St. Peter, MN 56082

RE: Sumner and Swift Street Intersection Reconstruct
City of Saint Peter, MN
BMI Project No. M14.104527

Dear Mr. Giesking,

Attached is the bid abstract for the project referenced above. Bids were received at City Hall at 11:00 a.m. on Wednesday, May 23, 2012.

W.W. Blacktopping, Inc.	\$59,276.00
Nielsen Blacktopping & Concrete, Inc.	\$60,144.50
Rehnelt Excavating, Inc.	\$64,736.71
Selly Excavating, Inc.	\$65,888.00
James Bros. Construction	\$76,463.00
Engineer's Estimate	\$65,454.50

We recommend awarding this project to W.W. Blacktopping, Inc. in the amount of \$59,276.00.

Sincerely,

BOLTON & MENK, INC.

Jeffrey A. Domras, P.E.
Project Engineer

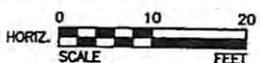
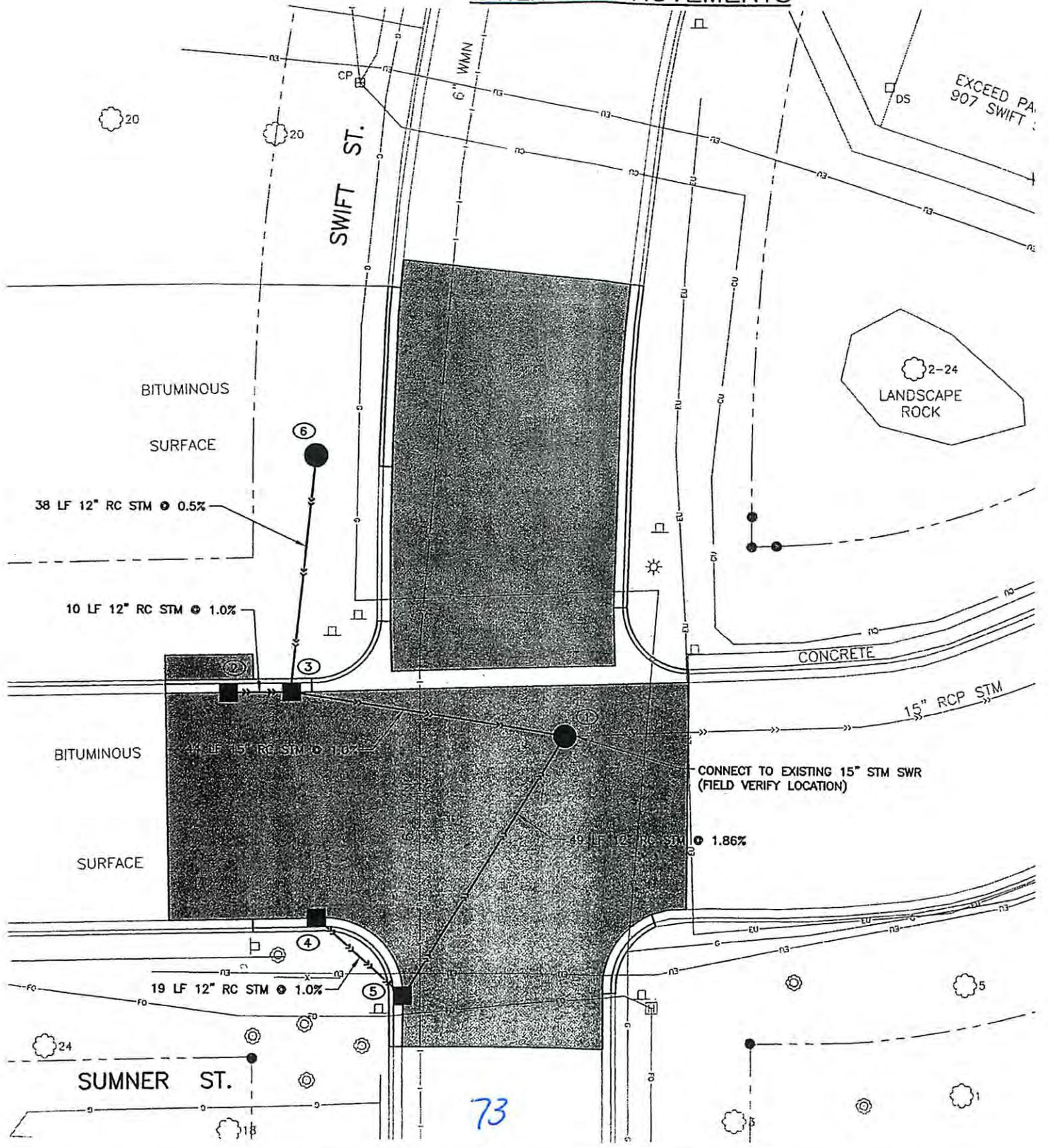
JAD/rm

Enclosure

72

DESIGNING FOR A BETTER TOMORROW

UTILITY IMPROVEMENTS



I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DAILY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

Jeffery A. Domras
 JEFFERY A. DOMRAS, P.E.
 LIC. NO. 26464 DATE 3/22/12

DESIGNED: PJS
 DRAWN: PJS
 CHECKED: JAD

BOLTON & MENK, INC.
 Consulting Engineers & Surveyors
 MANKATO, MN FAIRMONT, MN SLEEPY EYE, MN WILLMAR, MN BURNSVILLE, MN CHASKA, MN RAMSEY, MN MAPLEWOOD, MN BRAINERD, MN AMES, IA

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2012 -

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

RESOLUTION AWARDING THE WORK FOR THE SWIFT AND SUMNER STREET
DRAINAGE IMPORVEMENT PROJECT

WHEREAS, stormwater has been flooding over the street, curb, and boulevard at the Swift Street and Sumner Street intersection; and

WHEREAS, improvements have been designed to capture more of the stormwater in the storm sewer and control stormwater on the street; and

WHEREAS, Five (5) bids were received for construction of the improvements:

Contractor	Bid Amount
W. W. Blacktopping, Inc.	\$59,276.00
Nielsen Blacktopping & Concrete, Inc.	\$60,144.50
Rehnelt Excavating, Inc.	\$64,736.71
Selly Excavating, Inc.	\$65,888.00
James Bros. Construction	\$76,463.00
Engineers Estimate	\$65,454.50

WHEREAS, W.W. Blacktopping, Inc. of Mankato, MN is the low bidder and has successfully completed projects for the city in the past.

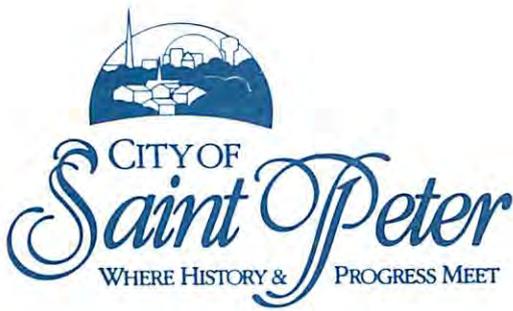
NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SAINT PETER, NICOLLET COUNTY, MINNESOTA, THAT: the City Council hereby awards the work for drainage improvements at the intersection of Swift Street and Sumner Street to W.W. Blacktopping, Inc. of Mankato, MN in the amount of \$59,276.00.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 29th day of May, 2012.

Timothy Strand
Mayor

ATTEST:

Todd Prafke
City Administrator



Memorandum

TO: Todd Prafke
City Administrator

DATE: 5-17-12

FROM: Lewis Giesking *Lew*
Director of Public Works

RE: 2012 Equipment Certificate Streets Wheel Saw

ACTION/RECOMMENDATION

It is recommended the City Council approve the purchase of a used 18" Wheel Saw attachment for the street CAT Skid Steer from Ziegler CAT in the amount of \$11,542.50, tax included.

BACKGROUND

Currently the street department uses a small 6" steel wheel cutter that attaches to the front of the wheel loader bucket which is not adequate to cut some of our deeper asphalt streets in the city. We also use a small STAHL gas powered saw which has a 10" cutter for our smaller jobs. The two can cut up to a 6" depth of asphalt. With the variation of many different depths of asphalt within the city streets this limits our cutting ability. Maintenance costs for both are high due to the number of STAHL saw blades used in a given year. In addition, the durability and life of the STAHL saw is significantly shortened due to all the cutting performed by staff.

This saw has the ability to cut depths up to 18". The saw is powered by skid steer's high flow hydraulics, which can cut deeper asphalt and concrete. This type of cutting provides a nice straight edge for the asphalt paver to follow and to start the patch when doing street patching. Staff will also be able to deliver a more uniform cut depth while operating close to the curb and walls with a hydraulic side shift. Another application of the saw, that will benefit the city, is the ability to cut asphalt in the winter when the ground is frozen. The cost for this 2003 used 18" wheel saw is \$11,542.50, tax included. The cost of a new wheel saw attachment is: Ziegler CAT: \$17,600.00 and Bobcat \$18,150.00.

Items from Public Works that are on the 2012 Equipment Certificate

Tandem Truck (Committed Net Cost	\$198,986
Asphalt Slot Cutter (Wheel Saw)	\$13,000

Maintenance Superintendent Tim Mayo assisted with the preparation of this memo.

Fiscal Impact:

Funding for the purchase of a CAT Wheel Saw will be from the 2012 equipment certificate budget which has \$13,000.00 for said purchase.

Alternatives and Variations:

Do not act: Purchase will not be made.

Negative Votes: Staff will await further direction regarding the 2012 equipment certificate purchase.

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

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

LGG/TM/vwt

PO # 3736



CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2012 -

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

**RESOLUTION AUTHORIZING PURCHASE OF A WHEEL SAW ATTACHMENT FOR A
SKIDSTEER**

WHEREAS, the city uses a wheel cutter and small saw to cut asphalt for patching and excavation work in streets; and

WHEREAS, a number of city streets now have surface materials of asphalt or concrete exceeding six inches in depth; and

WHEREAS, a used wheel saw attachment is available from Ziegler CAT; and

WHEREAS, the new cost for this piece of equipment is Ziegler CAT \$17,600.00 and Bobcat \$18,150.00; and

WHEREAS, funding for the purchase of this equipment was provided in the 2012 equipment certificate.

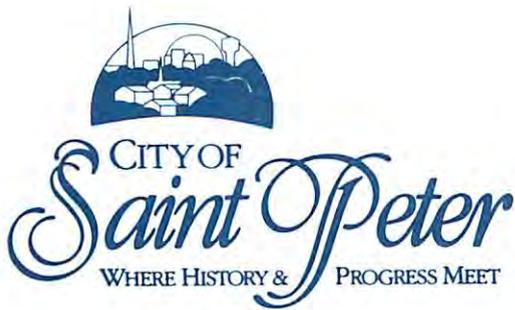
NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SAINT PETER, NICOLLET COUNTY, MINNESOTA, THAT: the City Council authorizes the purchase of a used eighteen inch wheel saw attachment from Ziegler CAT in the amount of \$11,542.50.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 29th day of May, 2012.

Timothy Strand
Mayor

ATTEST:

Todd Prafke
City Administrator



Memorandum

TO: Honorable Mayor Strand
Members of the City Council

DATE: 5/25/12

FROM: Todd Prafke
City Administrator

RE: ScholarshipAmerica Land Lease

Action/Recommendation

Approve the attached resolution providing for a lease agreement with ScholarshipAmerica to lease land for recreational field use.

Background

The City previously entered into an agreement with ScholarshipAmerica to lease land on their campus adjacent to the Jefferson Ball Fields. The land is used for parking which has been in place for half dozen or more years.

This new lease would provide for grassy area to be used for soccer by the Saint Peter Soccer Association. The property is about 2 acres in size and is roughly shown on the attached map. The fields would be used by 10 year olds and under and will work fine for that purpose.

The lease for this additional grassy areas is substantially similar to the parking lot lease you currently have in place and provides for termination by either party with an 8 month notice.

Fiscal Impact

The Lease cost per year is \$10.00 and we mow the area we use and provide the liability insurance. The cost to mow and insure is estimated at \$750 per year with the majority of the cost in mowing, dependent on the growing season.

As an aside, I do want to mention that due to use, activities, wants, and needs of associations the demand for space and time continues to grow. For the time being, these types of agreements can work well toward meeting interim needs. However, there continues to be a need for long term planning to ensure we do not come to a point where there are no further public or public/private opportunities such as this.

Alternatives and variations

Do not act. Staff will wait for further direction. ScholarshipAmerica has signed the lease in your packet so they are ready to go. Because of the minimal cost of the lease and the seasonal issues, I do not believe that changing the time line improves your position or helps meet the goals of the Council.

Negative vote. We will inform the stakeholders that no agreement will be put in place.

Modification. This is always an option of the Council.

Please feel free to contact me if you have any questions or concerns.

TP/bal

LAND LEASE

This Agreement is made and entered into by and between the City of Saint Peter, a Minnesota municipal corporation, hereinafter referred to as **CITY**, and Scholarship America, a non-profit corporation organized under the laws of the State of Massachusetts, hereinafter referred to as **SCHOLARSHIP AMERICA**.

WHEREAS, SCHOLARSHIP AMERICA owns real property adjacent to Jefferson Park, in the City of Saint Peter;

SCHOLARSHIP AMERICA

WHEREAS, the CITY wishes to lease space described herein from **SCHOLARSHIP AMERICA**.

NOW THEREFORE, in consideration of the mutual promises and covenants contained herein, the parties agree as follows:

1. Legal Description: **SCHOLARSHIP AMERICA** grants and the **CITY** accepts a lease of the following described premises in Nicollet County, Minnesota, legally described as follows:

North Field:

That part of the Northwest Quarter of the Southeast Quarter, Section 20, Township 110 North, Range 26 West, Nicollet County Minnesota described as follows:

Commencing at the Northeast corner of said Northwest Quarter of the Southeast Quarter; thence west along the north line of said Northwest Quarter of the Southeast Quarter a distance of 315.86 feet; thence southerly, deflecting to the left 90 degrees 20 minutes 40 seconds, a distance of 391.11 feet to the point of beginning of the parcel to be described; thence easterly, deflecting to the left 90 degrees 10 minutes 56 seconds, a distance of 180.00 feet; thence southerly, deflecting to the right 90 degrees 10 minutes 56 seconds, a distance of 230.00 feet; thence westerly, deflecting to the right 89 degrees 49 minutes 04 seconds, a distance of 180.00 feet; thence northerly, deflecting to the right 90 degrees 10 minutes 56 seconds, a distance of 230.00 feet to the point of beginning.

Contains 0.95 Acres of land.

South Field:

That part of the Northwest Quarter of the Southeast Quarter, Section 20, Township 110 North, Range 26 West, Nicollet County Minnesota described as follows:

Commencing at the Northwest corner of Prairie Heights Subdivision, according to the recorded plat thereof; thence westerly along the south line of said Northwest Quarter of the Southeast Quarter a distance of 51.50 feet; thence northerly, deflecting to the right 90 degrees 10 minutes 20 seconds, a distance of 41.17 feet to the point of beginning of the parcel to be described; thence northerly continuing on previous course a distance of 230.00 feet; thence easterly, deflecting to the right 89 degrees 07 minutes 36 seconds, a distance of 163.00 feet; thence southerly, deflecting to the right 90 degrees 52 minutes 24 seconds, a distance of 230.00 feet; thence westerly, deflecting to the right 89 degrees 07 minutes 36 seconds, a distance of 163.00 feet to the point of beginning. Contains 0.86 Acres of land.

2. Rent: That the CITY shall pay to **SCHOLARSHIP AMERICA** the sum of \$10.00 per annum as and for rent of the above premises on or before the first day of June each year.
3. Use. The CITY shall use said premises in common with **SCHOLARSHIP AMERICA** solely for the purpose of automobile and small truck public parking.
4. CITY's Responsibilities:
 - A. The CITY will mow the area described in this lease.
 - B. That at the termination of this Lease, the CITY shall, at the request of **SCHOLARSHIP AMERICA**, return the premises to the condition of the premises at the commencement of this lease.
5. Insurance: CITY shall procure and maintain in full force at its expense during the term of this Lease, public liability insurance adequate to protect against liability for damage claims through public use of or arising out of actions occurring on or around the leased premises in a minimum amount of \$300,000.00 for each person injured and \$1,000,000.00 for any one accident and \$50,000.00 for property damage. The insurance policy shall provide coverage for a contingent liability of **SCHOLARSHIP AMERICA** on any claims or losses and shall name **SCHOLARSHIP AMERICA** as a party insured.
6. Term of Lease: This Lease shall be for an indefinite period of time and shall be terminated upon written notice of termination given by one party to the other. The Lease shall thereafter terminate eight (8) months after the delivery of written notice of termination.

7. Notice: All notices given with respect to this Lease shall be in writing. Each notice shall be sent by registered or certified mail, postage pre-paid and return receipt requested to the parties as follows:

Scholarship America
1 Scholarship Way
Saint Peter, MN 56082

City of Saint Peter
227 South Front Saint
Saint Peter, MN 56082

8. Assignment: This Lease may not be assigned by either party without the written consent of the other party. The written consent shall not be unreasonably withheld.

IN WITNESS WHEREOF, the parties have executed this Lease at Saint Peter, Minnesota, on this ____ day of _____, 2012.

CITY OF SAINT PETER

By _____
Timothy Strand
Mayor

By _____
Todd Prafke
City Administrator

SCHOLARSHIP AMERICA

By Lauren A. Segal
Lauren A. Segal
President & CEO

By Anne L. Cheney
Anne L. Cheney
Vice President, Finance

STATE OF MINNESOTA)

) ss

COUNTY OF NICOLLET)

The foregoing instrument was acknowledged before me this _____ day of _____, 2012, by Timothy Strand and Todd Prafke the Mayor and Administrator of the City of Saint Peter, a municipal corporation under the laws of Minnesota, on behalf of the corporation.

Notary Public

STATE OF MINNESOTA)

) ss

COUNTY OF HENNEPIN)

The foregoing instrument was acknowledged before me this 23rd day of May, 2012, by Lauren A. Segal and Anne L. Cheney the President & CEO and Vice President, Finance of Scholarship America, a non-profit corporation organized under the laws of the State of Massachusetts, on behalf of the corporation.

Mark W. Letourneau
Notary Public

This Instrument Was Drafted By:

City of Saint Peter
City Administrator's Office
227 South Front Street
Saint Peter, Minnesota 56082
(507)934-0663





CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2012 –

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

RESOLUTION DIRECTING THE LEASING OF LAND FROM SCHOLARSHIPAMERICA

WHEREAS, the City Council provides recreational space for many activities and partners within the community, and

WHEREAS the demand for playing space and related times continues to increase, and

WHEREAS, due to field conditions and maintenance, additional space is needed from time to time to meet the needs of our users, and

WHEREAS, the City Council has previously entered into a lease for land with ScholarshipAmerica, used now as parking to support activities at Jefferson Fields, and

WHEREAS, that same parking area can be used to support parking for the land contemplated in the recommended lease.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SAINT PETER, NICOLLET COUNTY, MINNESOTA, DOES HEREBY RESOLVE THAT: the Mayor and City Administrator are directed to enter into a lease with ScholarshipAmerica for approximately 2 acres located on their campus and described in the lease document.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, and this 29th day of May 2012.

Timothy Strand
Mayor

ATTEST:

Todd Prafke
City Administrator



Memorandum

TO: Todd Prafke
City Administrator

DATE: 5/23/2012

FROM: Cindy Moulton *Cindy*
Administrative Secretary

RE: Licenses

ACTION/RECOMMENDATION

Provide approval of 6 month peddler license.

BACKGROUND

The City has received a six month peddler license application for City Council approval.

Ahed Hereimi, has submitted a six month peddler license application on behalf of Amana Construction. Three field canvassers from Amana Construction will be going door-to-door setting up appointments for Amana's claim specialists and sales professionals to perform property assessments.

A background check was completed on the three canvassers by the Police Department and nothing was found that would prohibit Amana Construction from obtaining a six month peddler license.

Please place this item on the May 29, 2012 City Council agenda.

FISCAL IMPACT:

None other than receipt of the permit fees.

ALTERNATIVES/VARIATIONS:

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

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

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

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

CKM

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO.

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

RESOLUTION APPROVING NEW LICENSE

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 fee:

Peddler

Amana Construction

St. Peter door-to-door

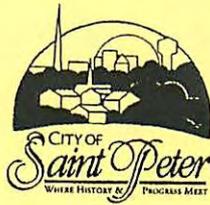
6/1/12 – 11/30/12

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this the 29th day of May, 2012.

Timothy Strand
Mayor

ATTEST:

Todd Prafke
City Administrator



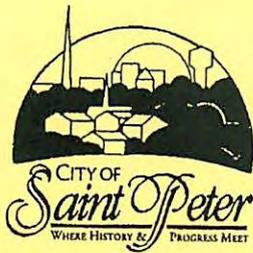
**CITY OF SAINT PETER, MINNESOTA
AGENDA AND NOTICE OF MEETING**

Regular City Council Meeting of Monday, May 14, 2012
Community Center Governors' Room - 7:00 p.m.

- I. CALL TO ORDER**
- II. APPROVAL OF AGENDA**
- III. PUBLIC HEARING**
 - A. Rental Certificate: 212-214 South Minnesota Avenue
- IV. APPROVAL OF MINUTES**
 - 1. April 23, 2012 Regular Meeting
 - 2. April 24, 2012 Board of Appeal and Equalization Meeting
- V. VISITORS**
 - A. Scheduling of Visitor Comments on Agenda Items
 - B. General Visitor Comments
- VI. APPROVAL OF CONSENT AGENDA ITEMS**
- VII. UNFINISHED BUSINESS**

None scheduled.
- VIII. NEW BUSINESS**
 - A. Rental License Requirements: 212-214 South Minnesota Avenue
 - B. Water Tower Bond Sale Authorization
 - C. Fire Truck Bid Request
 - D. Fire Department Tracked Vehicle Purchase
 - E. City Assistance Request: Livestock
 - F. 2012 Street Maintenance Plan
 - G. Construction Standards
 - H. Business License Application
- IX. REPORTS**
 - A. **MAYOR**
 - B. **CITY ADMINISTRATOR**
 - 1. Mayor's Task Force Meeting
 - 2. Others
- X. ADJOURNMENT**

Office of the City Administrator
Todd Prafke



I. **CALL TO ORDER**

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

II. **APPROVAL OF AGENDA**

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

III. **PUBLIC HEARING**

A. **RENTAL CERTIFICATE: 212-214 SOUTH MINNESOTA AVENUE**

A public hearing has been scheduled at this time regarding rental property at 212-214 South Minnesota Avenue. Notice of the public hearing has been duly served upon the property owner and residential tenants have received notice by U.S. mail. Action on the rental property is scheduled under "NEW BUSINESS".

IV. **APPROVAL OF MINUTES**

Copies of the minutes of the April 23, 2011 regular Council meeting and April 24, 2012 Board of Appeal and Equalization meetings are attached for approval. MOTIONS are 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**

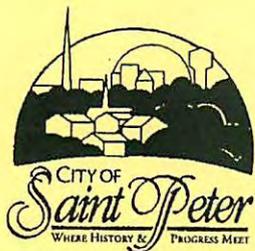
Members of the audience wishing to address the Council concerning items not on the agenda may do so at this time.

VI. **APPROVAL OF CONSENT AGENDA ITEMS**

The consent agenda, including approval of the schedule of disbursements for April 19, 2012 through May 9, 2012, is attached. Please see the attached staff reports and RESOLUTION.

VII. **UNFINISHED BUSINESS**

None scheduled.



VIII. NEW BUSINESS

A. **ADOPTION OF A RESOLUTION ESTABLISHING REQUIREMENTS FOR RECEIPT OF RENTAL CERTIFICATE BY KASOTA PROPERTIES LLC FOR PROPERTY AT 212-214 SOUTH MINNESOTA AVENUE**

Following the public hearing, it is appropriate to consider action to establish requirements for receipt of a rental certificate by Kasota Properties LLC for the property at 212-214 South Minnesota Avenue. Please see the attached staff report and RESOLUTION.

B. **ADOPTION OF A RESOLUTION AUTHORIZING SALE OF GENERAL OBLIGATION WATER REVENUE BONDS**

David Drown Associates has been working with City staff to develop options for financing of costs related to maintenance and refurbishing a City water tower. Shannon Sweeney will be at the workshop on Monday evening to recommend the sale of general obligation bonds and utilization of the Credit Enhancement program offered by the Minnesota Public Facilities Authority. Please see the attached staff report and RESOLUTION.

C. **ADOPTION OF A RESOLUTION APPROVING RECEIPT OF BIDS FOR FIRE TRUCK**

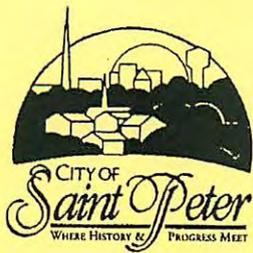
The Fire Department's truck committee has put together a recommendation for purchase of a replacement fire truck and has asked for authorization to receive bids on the truck purchase. Please see the attached staff report and RESOLUTION.

D. **ADOPTION OF A RESOLUTION APPROVING PURCHASE OF TRACKED VEHICLE FOR FIRE DEPARTMENT**

The Fire Department is seeking authorization for purchase of a tracked vehicle that can be used for peat and grass fires. The vehicle would be funded with grant funds from the Nicollet County Sheriff's Department, a loan from the City of Saint Peter and unbudgeted City funds. Please see the attached staff report and RESOLUTION.

E. **ADOPTION OF A RESOLUTION APPROVING REQUEST FOR CITY ASSISTANCE FOR LIVESTOCK**

The organizers of the Livestock event have requested City assistance for their event in Minnesota Square Park. Staff recommends approval as outlined in the resolution. Please see the attached staff report and RESOLUTION.



F. ADOPTION OF A RESOLUTION APPROVING 2012 STREET MAINTENANCE PLAN

Staff is proposing a street maintenance program for 2012 similar to past years, with the exception of no crack sealing this year. The proposed program is within the budget allowed. It is recommended the City Council approve the program. Please see the attached staff report and RESOLUTION.

G. ADOPTION OF A RESOLUTION APPROVING CONSTRUCTION STANDARDS

Changes are proposed for five City construction standards to clarify issues for contracts and meet the revised American Disability Act requirements. Staff also recommend adoption of a concrete trail construction standard. It is recommended the City adopt the revised standards. Please see the attached staff report and RESOLUTION.

H. ADOPTION OF A RESOLUTION APPROVING BUSINESS LICENSE APPLICATION

Staff recommends approval of a Tobacco License application by Family Dollar, Inc. Please see the attached staff report and RESOLUTION.

IX. REPORTS

A. MAYOR

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

B. CITY ADMINISTRATOR

1. REPORT ON MAYOR'S PAVILION TASK FORCE MEETING

A report will be provided at this time on the first meeting of the Mayor's Task Force on the Minnesota Square Park pavilion.

2. OTHERS

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

X. ADJOURNMENT

Office of the City Administrator
Todd Prafke

CITY OF SAINT PETER, MINNESOTA

OFFICIAL PROCEEDINGS

MINUTES OF THE CITY COUNCIL MEETING

APRIL 23, 2012

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Saint Peter was conducted in the Governors' Room of the Community Center on April 23, 2012.

A quorum present, Mayor Strand called the meeting to order at 7:04 p.m. The following members were present: Councilmembers Carlin, Pfeifer, Kvamme, Eichmann, Zieman, Brand, and Mayor Strand. The following officials were present: City Administrator Prafke, City Attorney Brandt, and City Engineer Domras.

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

Approval of Minutes – A motion was made by Kvamme, seconded by Eichmann, to approve the minutes of the April 9, 2012 regular City Council meeting. With all in favor, the motion carried and the minutes were approved. A complete copy of the minutes of the April 9, 2012 regular City Council meeting is contained in the City Administrator's book entitled Council Proceedings 18.

Consent Agenda – In motion by Kvamme, seconded by Carlin, Resolution No. 2012-52 entitled "Resolution Approving Consent Agenda" was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2012-52 is contained in the City Administrator's book entitled Council Resolutions 19.

Blighted Housing Program Extension – City Administrator Prafke recommended that the deadline for receipt of applications for the Blighted Housing Program, which was originally slated to end in June, be extended to December 31, 2012. Prafke indicated there would be no other changes to the program and no additional funding allocated. Prafke also noted that the funds allocated for rehabilitation had been expended and only demolition funding remains. In motion by Carlin, seconded by Zieman, Resolution No. 2012-53 entitled "Resolution Authorizing Extension Of Blighted Housing Program", was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2012-53 is contained in the City Administrator's book entitled Council Resolutions 19.

Sunrise Substation Utility Bill Payment – Public Works Director Giesking requested authorization for Change Order #1 for the Sunrise Substation Project which would allow the City to pay the utility bill for the structure beginning September 1, 2011. Giesking indicated the construction was completed by Hooper Construction on August 31, 2011, but they were unable to energize the substation because the transformer originally ordered for the project was diverted to the Front Street substation when a transformer failed. Giesking also indicated there was a delay in Century Link installing the required phone line to the substation and that left Hooper unable to complete the project last fall which led to the recommendation for the City to pay the utility bill in the amount of \$2,812.52. City Administrator Prafke suggested the resolution be modified to indicate approval of a project change order rather than just authorization to pay the utility bill. In motion by Brand, seconded by Pfeifer, Resolution No. 2012-54 entitled "Resolution Approving Change Order #1 For The Sunrise Electrical Substation Project", was introduced. Upon roll call, with all in favor, the Resolution was declared passed

and adopted. A complete copy of Resolution No. 2012-54 is contained in the City Administrator's book entitled Council Resolutions 19.

Traffic Study Request – Public Works Director Giesking requested authorization for Bolton and Menk, Inc. to prepare a traffic study of the intersections of Union Street with Highway 169 and Union Street with Old Minnesota Avenue for a not to exceed fee of \$24,400. Giesking indicated the study was requested by the Minnesota Department of Transportation (MNDOT) as part of an effort to find a solution to correct the intersections to make them safer. Giesking noted that the intersections have unique issues because of the elevation difference between Highway 169 and Old Minnesota Avenue. Giesking pointed out that there is concern related to traffic backup on the Highway and having the appropriate “holding” lanes on both roadways. Giesking stated the traffic study would include all thru and turning traffic in all directions including the intersection of Old Minnesota Avenue and West St. Julien Street and, because access to the fairgrounds on Union Street is important, the study would also be conducted at a time when there was an event at the Fairgrounds. Giesking reported that once the study is completed and a solution is developed based on the study results, a meeting would be scheduled with property owners in the area. In motion by Brand, seconded by Carlin, Resolution No. 2012-55 entitled “Resolution Authorizing A Traffic Study At The Union Street/Highway 169 Intersection”, was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2012-55 is contained in the City Administrator's book entitled Council Resolutions 19.

Reports

Mayor's Reports – Mayor Strand reported on his recent activities which included attending Region Nine Development Commission meetings, the Council goal session, a tour of the community with MHFA Commissioner Tingerthal, a Sister City committee meeting, a League of Minnesota Cities board meeting, a Coalition of Greater Minnesota Cities board meeting, and attending the retirement party of Gustavus Adolphus College employee Sandy Grochow who retired after 48 years at the College.

City/School/Gustavus Meeting Discussion – Councilmember Brand reported on discussion at the City/School/Gustavus meeting which included student housing off campus; recreation fields; a community recreation center; performing arts space; theater; funding for facilities not owned by the organization; demographics; problems with the School District diving pit; a task force for facility development; child care issues; including the Hispanic population in sports organizations; and hiring a truancy officer for the School District.

Council Goal Session Discussion – City Administrator Prafke indicated the Council goal session discussion included long term planning and shared facilities. Councilmember Kvamme indicated the sandwiches the Council had for dinner from Jake's Pizza were outstanding.

City/County Meeting Discussion – Councilmember Eichmann reported discussion at the City/County meeting included a lot of cooperative efforts and the regular list of discussion topics.

North Field Development Meeting – Public Works Director Giesking reported six area residents attended the meeting at North Intermediate School regarding additional development of the baseball field at the school. Giesking indicated the property owners were concerned about the location of a portable toilet. Giesking informed the Council the work should be able to start the first week of June with financing being provided by the St. Peter Baseball Association and work by the Public Works Department. Giesking also noted that improvements to the field would allow actual games to be played there and not just practices.

Board of Appeals and Equalization Meeting – City Administrator Prafke reminded Councilmembers of the Board of Appeals and Equalization meeting scheduled for April 24th at 6:00 p.m. at the Nicollet County Government Center.

Mayor's Task Force Meeting – City Administrator Prafke also reminded Councilmembers that the first meeting of the Mayor's Task Force on the Minnesota Square Park pavilion was at 6:00 p.m. on April 25th in the Senior Center.

Councilmember Kvamme asked about progress on the dog park and when it was expected to open. City Administrator Prafke indicated the fencing purchase had been authorized by the Council and work was being done in the area. Public Works Director Giesking reported staff was waiting for Le Sueur county approval for signage and layout, and the park may be open by May.

Councilmember Carlin noted that a program would be provided at the Traverse des Sioux History Center on May 6th from 4-8 pm about the Sister City Program and the recent Gustavus trip to Petatlan.

Councilmember Brand asked if the Arbor Day tree planting ceremony was still happening. City Administrator Prafke indicated it would be at the Mill Pond on Friday (Arbor Day) and City Forestry staff would assist local Girl Scouts in planting a tree.

Public Works Director Giesking provided information on electrical work being done in the community by Excel Energy, GRE and SMMPA to energize the new underground transmission line on the west side of the community and to begin switching some load to the line by the end of the week. City Administrator Prafke stated the new line would provide improved redundancy and reliability for the City's electric system.

There being no further business, a motion was made by Pfeifer, seconded by Brand, to adjourn the meeting. With all in favor, the motion carried and the meeting adjourned at 7:51 p.m.

Timothy Strand
Mayor

ATTEST:

Todd Prafke
City Administrator

CITY OF SAINT PETER, MINNESOTA

OFFICIAL PROCEEDINGS

**MINUTES OF THE BOARD OF APPEAL AND EQUALIZATION MEETING
APRIL 24, 2011**

Pursuant to due call and notice thereof, a regular meeting of the Board of Appeal and Equalization of the City of Saint Peter was conducted in the Commissioners' Room of the Nicollet County Government Center on April 24, 2011.

A quorum present, Mayor Strand called the meeting to order at 6:00 p.m. The following members were present: Mayor Strand and Councilmembers Kvamme, Eichmann, Pfeifer and Brand. Absent was Councilmember Zieman. Councilmember Carlin was late. County officials present were: Nicollet County Assessor Doreen Pehrson and Deputy Assessor Michelle Wills. Councilmember Eichmann and Mayor Strand had received Board of Appeal and Equalization training in 2009.

Appeal Hearings – Mayor Strand stated that the Saint Peter board was the first step in the appeals process and the board would listen to the presentations, discuss the request and make a decision. Strand indicated all those making an appeal would be notified of the decision by mail and cautioned everyone that the board is not expert in making valuation decisions and they are taught during training that if they have any questions about changing a valuation they are to deny the request to allow the property owner to proceed to the County appeal process. Following a review of the procedures for the meeting, the Board proceeded to hear the scheduled appeals.

Richard Landstiener, 413 Cardinal Circle in Mankato, appeared to appeal the valuation of \$119,100 on each of two properties he owns at 1804 MacIntosh Court and 1844 MacIntosh Court. Landsteiner indicated the properties had been listed for sale at \$108,500 for two months with no interest and his realtor indicated the properties would each be valued at between \$105,000 and \$110,000. Landsteiner complained that his taxes on the property were too high and Assessor Pehrson reminded the appellant that the Board of Appeal and Equalization meeting was not a forum for discussing taxes. Pehrson also provided information that there had been no arm's length sales of Apple Tree Village properties to show what the market value should be and encouraged the City Council to treat all of the properties in the subdivision the same.

Steven Peterson, owner of property at 1852 MacIntosh Court, appeared to appeal the valuation of \$145,900 on his property which he had purchased as a foreclosure property for \$103,500. Peterson also showed a 2010 appraisal on his property which indicated a value of \$105,000 and cited similar area properties that were listed for \$114,900 and were not selling.

Councilmember Carlin arrived at 6:18 p.m.

Assessor Pehrson recommended a reduction in the valuation of the Quik Mart/Clark gas station property at 1122 South Minnesota Avenue from \$172,800 to \$122,500 because the property was not a conforming use in an RP1 zone and based on the sale price of the vacant Budget Mart gas station property one block to the south.

Having heard all the scheduled appeals, the Council discussed the appeals they had received. A motion was made by Pfeifer, seconded by Brand, to accept the Assessor's recommendation on the Quik Mart/Clark station property at 1122 South Minnesota Avenue and reduce the valuation to \$122,500. With all in favor, the motion carried.

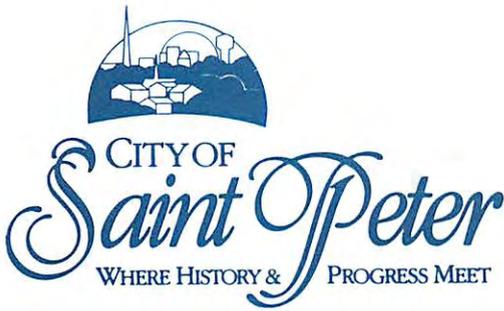
The Council reviewed the impact of reducing all Apple Tree Village properties (structures only) by 5% or 10%. A motion was made by Kvamme, seconded by Eichmann to reduce the value of all structures in Apple Tree Village by ten percent (10%). With all in favor, the motion carried.

There being no further business a motion was made by Brand, seconded by Pfeifer, to adjourn. With all in favor, the meeting was adjourned at 6:31 p.m.

Timothy Strand
Mayor

ATTEST:

Todd Prafke
City Administrator



Memorandum

TO: Todd Prafke
 City Administrator *Lew*
DATE: 05/08/12

FROM: Lewis Giesking
 Director of Public Works

RE: Paint Rust on Electrical Boxes

ACTION/RECOMMENDATION

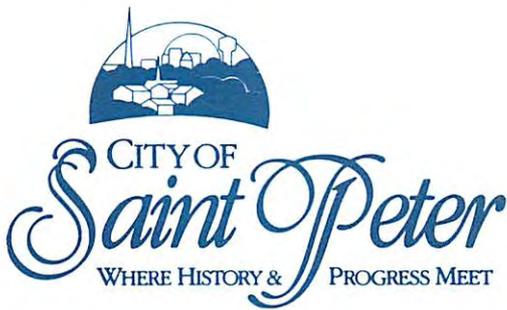
It is recommended the City Council retain B & L Utility Maintenance of Annadale, MN to paint electrical boxes in the amount of \$10,942.00

BACKGROUND

Fifty-two electrical boxes have been identified with failing paint. Only one quote was received to sandblast and paint these boxes. It is surmised the scattered location of the boxes and required on site sand blasting were the reason only one quote was received.

Company	Item	Quote	Total
B & L Utility Maintenance	3 phase transformer	\$299.00 each	\$2,392.00
	1 phase transformer	\$160.00 each	\$2,240.00
	PMH	\$260.00 each	\$2,860.00
	3PH FT	\$175.00 each	\$2,450.00
	Meter Cab GAC	\$260.00 each	\$ 260.00
	Cap Cab	\$260.00 each	\$ 260.00
	Single Phase FT	\$160.00 each	\$ 480.00
Total			\$10,942.00

LGG/vwt



Memorandum

TO: Todd Prafke
City Administrator

DATE: May 8, 2012

FROM: Lewis Giesking *Lew*
Director of Public Works

RE: 2012 Street Maintenance Program

ACTION/RECOMMENDATION

It is recommended the City Council approve a blanket order for the purchase of \$82,000 of asphalt material from SMC and Sibley Aggregates for the 2012 street maintenance program.

BACKGROUND

In 2012, the initial abbreviated street maintenance program identifies \$100,000 for asphalt material to be used for patching on city roadways. This year \$18,000 will be used in the seal coat program, which leaves \$82,000 to be used for full depth patching. Staff was able to lock in two prices for asphalt one is \$55.41 per ton, tax included from Sibley Aggregates. The other is from SMC \$57.71 per ton, tax included. Staff is recommending the closer plant to save on fuel and labor cost because of the distance to the Sibley plant. The proposed purchase from the SMC plant will be \$62,000. If the SMC plant is busy or down for repairs staff will purchase up to \$20,000 at the Sibley plant. This option of two plants has worked well to keep us flexible for our workload for the week.

Fiscal Impact:

The purchases are funded from the 2012 streets maintenance budget

Alternatives and Variations:

Do not act: Delay in the street maintenance program

Negative Vote: Staff will await further direction regarding the 2012 Street Maintenance program.

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

PO # 3727 and #3726



TO: Todd Prafke
City Administrator

DATE: 5/10/2012

FROM: Cindy Moulton *Cindy*
Administrative Secretary

RE: Licenses

ACTION/RECOMMENDATION

Provide approval of annual and temporary licenses.

BACKGROUND

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

The St. Peter Chamber of Commerce has submitted a Temporary On Sale 3.2 Beer license application and Temporary Soft Drink license application in order to sell beverages on July 4, 2012. They have also submitted a Temporary Gambling License in order to hold a raffle. Beer sales and the raffle will be done at Minnesota Square Park and soft drink sales will be along the parade route as well as Minnesota Square Park.

The St. Peter Ambassadors will be hosting the Annual Blues Fest on June 9, 2012 at Minnesota Square Park. They have applied for a Temporary On Sale Beer License and Temporary Wine License in order to serve these beverages during the event.

Lorraine Little on behalf of Grandpas Concessions has submitted a Temporary Soft Drink license application in order to sell pop at several events that will be taking place at Minnesota Square Park. The dates are as follows; June 2, July 4, and September 8 & 9, 2012.

Please place these items on the May 14, 2012 City Council consent agenda.

FISCAL IMPACT:

None other than receipt of the permit fees.

ALTERNATIVES/VARIATIONS:

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

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

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

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

CKM



Memorandum

To: Todd Prafke
City Administrator

Date: April 18, 2012

From: Jane Timmerman, Director
Recreation & Leisure Services

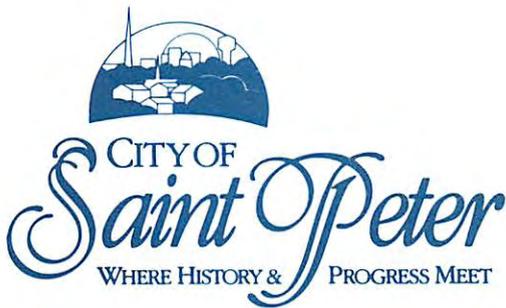
Re: 2012 Pool Manager

I recommend the hire of Nicole Ruhland as Seasonal Outdoor Pool Manager for the Roy T. Lindenberg Memorial Outdoor swimming pool for the 2012 season.

The Recreation Department will be providing outdoor swim lessons, family swim, fun nights, rentals, and open swim opportunities to the community. We continue to be very satisfied with the performance of Nicole Ruhland as our seasonal Pool Manager. Cleanliness and safety issues are of primary importance and staff is held accountable for their actions on a daily basis. Nicole also maintains the certifications necessary for her to train and certify our pool staff.

I am projecting 608 hours for the summer season. Those hours include time spent interviewing potential staff (April), re-certifying pool staff (May), training pool staff, preparations for opening, head guard meetings, pool staff meetings, tasks associated with opening and closing the pool and eleven weeks of management/supervision during the 2012 season.

Total cost for the Pool Manager is recommended to remain the same at \$10,311.68. Payment is to be spread over eight pay periods with the first pay date being June 1, 2011 and the last pay date being Friday, September 7, 2012.



Memorandum

TO: Honorable Mayor Strand
Members of the City Council

DATE: 5/3/2012

FROM: Todd Prafke
City Administrator

RE: Human Rights Commission Member Removal

ACTION/RECOMMENDATION

Provide for removal of a member from the Human Rights Commission.

BACKGROUND

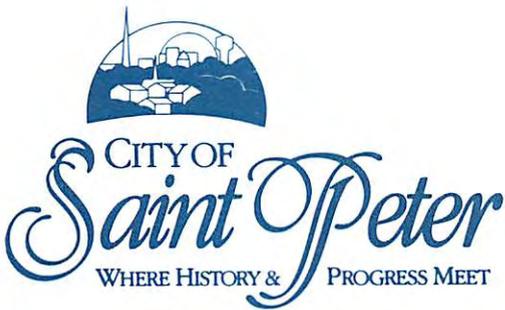
Human Rights Commission Member Shawn Grygo was appointed to the Commission in 2011. Since that time, she has missed all but one meeting of the Commission. The City Administrator's office has sent correspondence on two different occasions to determine Ms. Grygo's willingness to continue her membership on the Commission and has received no response. Likewise, calls reminding her to attend meetings have received no response.

At this time, it is my recommendation that Ms. Grygo be removed from the Commission based on her inability or unwillingness to attend the regular meetings. This constitutes nonfeasance, which is a reason for removal under City Code regulations.

Should the Council proceed with removing Ms. Grygo from the Commission, staff will begin recruiting for a new member to fill the vacancy.

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: 05/07/12

FROM: Lewis Giesking *Lew*
Director of Public Works

RE: Declaration of Surplus Item

ACTION/RECOMMENDATION

It is recommended the City Council declare the old Jefferson Field Scoreboard as surplus as per the City Code.

BACKGROUND

The addition of four new donated remote control scoreboards at Jefferson Fields replaced the old ones, staff is recommending placing it on the state auction site as surplus.

FISCAL IMPACT:

Funds generated would be placed in the general fund.

ALTERNATIVES/VARIATIONS:

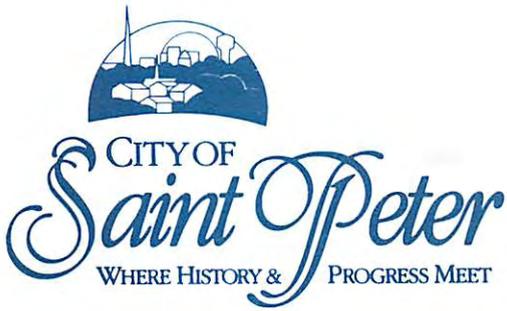
Do not act: Staff will place this item on auction sometime this spring.

Negative Votes: Staff will await further direction regarding surplus items.

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.

TM/LGG/vwt



Memorandum

TO: Honorable Mayor Strand
Members of the City Council

DATE: 5/8/2012

FROM: Todd Prafke
City Administrator

RE: Advisory Board Appointment

ACTION/RECOMMENDATION

Provide for the appointment of an advisory board member as a part of the consent agenda.

BACKGROUND

Mayor Strand has recommended the appointment of the following City Council advisory board member:

HOUSING AND REDEVELOPMENT AUTHORITY

Dennis Swenson (2018-2012)

The candidate has indicated his willingness to be appointed and have committed to making the regular meetings of the boards.

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

TP/bal

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT	
4 THE TEAM, LLC	summer soccer shirts	GENERAL FUND	RECREATION/LEISURE SER	892.64	
	summer soccer shirts	GENERAL FUND	RECREATION/LEISURE SER	<u>206.24</u>	
	TOTAL:			1,098.88	
A. H. HERMEL WHOLESALE	concessions	COMMUNITY CENTER	COMMUNITY CENTER	<u>69.62</u>	
	TOTAL:			69.62	
AFFILIATED CREDIT SERVICES	collections for april '12	ELECTRIC FUND	CUSTOMER ACCOUNTS	<u>16.65</u>	
	TOTAL:			16.65	
ALEX AIR APPARATUS, INC	foam sticks #509	GENERAL FUND	FIRE	<u>154.25</u>	
	TOTAL:			154.25	
ALPHA VIDEO AND AUDIO INC	utlavexus install & web t	PUBLIC ACCESS	PUBLIC ACCESS	<u>1,244.04</u>	
	TOTAL:			1,244.04	
ALPHA WIRELESS COMMUNICATIONS CO	maint on ltr radio	GENERAL FUND	MUNICIPAL BUILDING	58.53	
	maint on ltr radio	GENERAL FUND	PUBLIC WORKS ADMIN	81.94	
	maint on ltr radio	WATER	ADMIN AND GENERAL	56.08	
	maint on ltr radio	WASTE WATER FUND	ADMIN AND GENERAL	50.72	
	maint on ltr radio	ELECTRIC FUND	ADMIN AND GENERAL	<u>50.73</u>	
	TOTAL:			298.00	
ANDRESEN PLUMBING AND HEATING	gorman install wallhung st	GENERAL FUND	PARKS	<u>506.99</u>	
	TOTAL:			506.99	
ARROW ACE HARDWARE INC	cfls	GENERAL FUND	MUNICIPAL BUILDING	37.37	
	bulbs,hoses,paint,clnr,bol	GENERAL FUND	FIRE	302.59	
	halogen truck lights	GENERAL FUND	FIRE	21.35	
	weed killer,paint,bolts,bi	GENERAL FUND	STREETS	16.87	
	twine & reel spray paint	GENERAL FUND	STREETS	39.48	
	bolts	GENERAL FUND	SWIMMING POOL	12.84	
	fitting,tubing,bolts,molet	GENERAL FUND	PARKS	129.50	
	weed killer,paint,bolts,bi	GENERAL FUND	PARKS	13.49	
	tape measure	GENERAL FUND	ECONOMIC DEVMT	5.33	
	batteries, kaboom clnr	COMMUNITY CENTER	COMMUNITY CENTER	130.24	
	nipple,valve.elbows,brace,	WATER	PURIFICATION AND TREAT	101.38	
	weed killer,paint,bolts,bi	WATER	DISTRIBUTION AND STORA	6.75	
	weed killer,paint,bolts,bi	WASTE WATER FUND	SOURCE/TREATMENT	6.75	
	scraper & cheese cloth	WASTE WATER FUND	SOURCE/TREATMENT	27.22	
	weed killer,paint,bolts,bi	ENVIRON SERVICES F	REFUSE DISPOSAL	6.73	
	hose clamp,paint,tape,bags	ENVIRON SERVICES F	REFUSE DISPOSAL	84.72	
	moletex killer	ELECTRIC FUND	POWER DISTRIBUTION	17.08	
	weed killer,paint,bolts,bi	ELECTRIC FUND	POWER DISTRIBUTION	16.87	
	paint & seed	STORMWATER FUND	TREATMENT	<u>44.51</u>	
	TOTAL:			1,021.07	
	AUDIO EDITIONS	new adult audio	LIBRARY FUND	LIBRARY	510.06
		new adult audio	LIBRARY FUND	LIBRARY	<u>454.38</u>
		TOTAL:			964.44
	B & B ENTERPRISE	plates	GENERAL FUND	FIRE	<u>11.01</u>
		TOTAL:			11.01
	BNR IRRIGATION SERVICES, INC.	commercial irrigation star	WASTE WATER FUND	SOURCE/TREATMENT	<u>126.00</u>
		TOTAL:			126.00

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
BORDER STATES ELECTRIC SUPPLY	rotate feed thru insert	ELECTRIC FUND	NON-DEPARTMENTAL	1,944.59
			TOTAL:	1,944.59
JOHN BORNHOLDT	adapter sockets & impact e	GENERAL FUND	STREETS	59.79
	sockets & wire stripper	GENERAL FUND	STREETS	69.47
	adapter sockets & impact e	GENERAL FUND	PARKS	47.83
	sockets & wire stripper	GENERAL FUND	PARKS	55.58
	adapter sockets & impact e	WATER	DISTRIBUTION AND STORA	23.91
	sockets & wire stripper	WATER	DISTRIBUTION AND STORA	27.79
	adapter sockets & impact e	WASTE WATER FUND	SOURCE/TREATMENT	23.91
	sockets & wire stripper	WASTE WATER FUND	SOURCE/TREATMENT	27.79
	adapter sockets & impact e	ENVIRON SERVICES F	REFUSE DISPOSAL	23.91
	sockets & wire stripper	ENVIRON SERVICES F	REFUSE DISPOSAL	27.78
	adapter sockets & impact e	ELECTRIC FUND	POWER DISTRIBUTION	59.79
	sockets & wire stripper	ELECTRIC FUND	POWER DISTRIBUTION	69.47
			TOTAL:	517.02
BOYER TRUCKS	motor assembly	GENERAL FUND	FIRE	116.37
	antenna for sweeper	GENERAL FUND	STREETS	54.58
			TOTAL:	170.95
C & S SUPPLY CO INC	trailer ratchet binder	GENERAL FUND	STREETS	292.76
	boots - rick w	GENERAL FUND	PARKS	122.95
	clothing allowance - mike	COMMUNITY CENTER	COMMUNITY CENTER	79.98
	clothing allowance - raoul	ENVIRON SERVICES F	ADMIN AND GENERAL	65.98
	boots - roger schoeb	STORMWATER FUND	ADMINISTRATION AND GEN	70.36
			TOTAL:	632.03
CENTERPOINT ENERGY MINNEGASCO	gas for april '12	GENERAL FUND	FIRE	75.26
	gas for april '12	GENERAL FUND	STREETS	56.76
	gas for april '12	GENERAL FUND	SWIMMING POOL	19.24
	gas for april '12	GENERAL FUND	PARKS	45.40
	gas for april '12	LIBRARY FUND	LIBRARY	686.01
	gas for april '12	COMMUNITY CENTER	COMMUNITY CENTER	912.02
	gas for april '12	WATER	PURIFICATION AND TREAT	489.56
	gas for april '12	WATER	PURIFICATION AND TREAT	109.43
	gas for april '12	WATER	ADMIN AND GENERAL	22.70
	gas for april '12	WASTE WATER FUND	COLLECTOR/LIFT STAT	12.82
	gas for april '12	WASTE WATER FUND	SOURCE/TREATMENT	1,086.25
	gas for april '12	WASTE WATER FUND	ADMIN AND GENERAL	22.70
	gas for april '12	ENVIRON SERVICES F	ADMIN AND GENERAL	22.70
	gas for april '12	ELECTRIC FUND	ADMIN AND GENERAL	56.76
			TOTAL:	3,617.61
CINTAS CORPORATION #754	uniform service april '12	ELECTRIC FUND	ADMIN AND GENERAL	749.16
			TOTAL:	749.16
COLE PAPERS INC	towels, tt, bags, wipes, g	GENERAL FUND	STREETS	156.07
	tt towels soap	GENERAL FUND	STREETS	74.87
	towels, kitch&owl clnrs	GENERAL FUND	STREETS	77.94
	towels, tt, bags, wipes, g	GENERAL FUND	PARKS	124.85
	tt towels soap	GENERAL FUND	PARKS	59.89
	towels, kitch&owl clnrs	GENERAL FUND	PARKS	62.35
	cleaning supplies	LIBRARY FUND	LIBRARY	118.85
	cleaning supplies	LIBRARY FUND	LIBRARY	94.68
	cleaning supplies	COMMUNITY CENTER	COMMUNITY CENTER	475.39

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	lightweight bar for gym fl	COMMUNITY CENTER	COMMUNITY CENTER	71.07
	cleaning supplies	COMMUNITY CENTER	COMMUNITY CENTER	378.71
	return black strip pad	COMMUNITY CENTER	COMMUNITY CENTER	40.83-
	pads, wax for gym floor	COMMUNITY CENTER	COMMUNITY CENTER	5,050.88
	towels, tt, bags, wipes, g	WATER	DISTRIBUTION AND STORA	62.43
	tt towels soap	WATER	DISTRIBUTION AND STORA	29.95
	towels, kitch&bowl clnrs	WATER	DISTRIBUTION AND STORA	31.18
	towels, tt, bags, wipes, g	WASTE WATER FUND	SOURCE/TREATMENT	62.43
	tt towels soap	WASTE WATER FUND	SOURCE/TREATMENT	29.95
	towels, kitch&bowl clnrs	WASTE WATER FUND	SOURCE/TREATMENT	31.18
	towels, tt, bags, wipes, g	ENVIRON SERVICES F	REFUSE DISPOSAL	62.41
	tt towels soap	ENVIRON SERVICES F	REFUSE DISPOSAL	29.94
	towels, kitch&bowl clnrs	ENVIRON SERVICES F	REFUSE DISPOSAL	31.16
	towels, tt, bags, wipes, g	ELECTRIC FUND	POWER DISTRIBUTION	156.07
	tt towels soap	ELECTRIC FUND	POWER DISTRIBUTION	74.87
	towels, kitch&bowl clnrs	ELECTRIC FUND	POWER DISTRIBUTION	77.94
			TOTAL:	7,384.23
COMPUTER TECHNOLOGY SOLUTIONS, INC.	replace battery for cache	GENERAL FUND	CITY ADMINISTRATION	12.02
	hard drive	GENERAL FUND	CITY ADMINISTRATION	27.09
	replace battery for cache	GENERAL FUND	CITY CLERK	12.02
	hard drive	GENERAL FUND	CITY CLERK	27.09
	replace battery for cache	GENERAL FUND	FINANCE	8.02
	hard drive	GENERAL FUND	FINANCE	18.06
	replace battery for cache	GENERAL FUND	POLICE	6.41
	hard drive	GENERAL FUND	POLICE	14.45
	switch	GENERAL FUND	POLICE	188.05
	rack for new radio system	GENERAL FUND	POLICE	534.38
	replace battery for cache	GENERAL FUND	BUILDING INSPECTOR	3.21
	hard drive	GENERAL FUND	BUILDING INSPECTOR	7.22
	replace battery for cache	GENERAL FUND	PUBLIC WORKS ADMIN	1.60
	hard drive	GENERAL FUND	PUBLIC WORKS ADMIN	3.61
	replace battery for cache	GENERAL FUND	ECONOMIC DEVMT	0.80
	hard drive	GENERAL FUND	ECONOMIC DEVMT	1.81
	replace battery for cache	WATER	ADMIN AND GENERAL	7.21
	hard drive	WATER	ADMIN AND GENERAL	16.26
	replace battery for cache	WASTE WATER FUND	ADMIN AND GENERAL	7.23
	hard drive	WASTE WATER FUND	ADMIN AND GENERAL	16.26
	replace battery for cache	ELECTRIC FUND	ADMIN AND GENERAL	21.64
	hard drive	ELECTRIC FUND	ADMIN AND GENERAL	48.77
			TOTAL:	983.21
CRYSTAL LAWN, INC	gualt pk irrigation startu	GENERAL FUND	PARKS	133.17
	jeff ballfields irrig star	GENERAL FUND	PARKS	428.50
	bdwy water irrigation star	WATER	PURIFICATION AND TREAT	52.00
	169 median-econo irrig sta	ENVIRON SERVICES F	REFUSE DISPOSAL	81.17
	169med mn2 irrig startup	ENVIRON SERVICES F	REFUSE DISPOSAL	55.17
	169median mgm irrig startu	ENVIRON SERVICES F	REFUSE DISPOSAL	55.17
	169med-nicplaza irrig star	ENVIRON SERVICES F	REFUSE DISPOSAL	55.17
	169med lot #5 irrig startu	ENVIRON SERVICES F	REFUSE DISPOSAL	81.17
			TOTAL:	941.52
CRYSTAL VALLEY	load mgmt	ELECTRIC FUND	POWER PRODUCTION	26,321.00
			TOTAL:	26,321.00
CULLIGAN	muni bldg meter rental	GENERAL FUND	MUNICIPAL BUILDING	28.05

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	solar salt & delivery	COMMUNITY CENTER	COMMUNITY CENTER	20.05
			TOTAL:	48.10
CUSTOM FIRE APPARATUS, INC.	mounting bracket #511	GENERAL FUND	FIRE	42.14
			TOTAL:	42.14
DAVE'S ELECTRONIC SERVICE	new 2way radio #45	GENERAL FUND	STREETS	692.28
	#911 installed roof antenn	GENERAL FUND	STREETS	397.90
			TOTAL:	1,090.18
DAVIS EQUIPMENT CORPORATION	cutter blades #909	WATER	DISTRIBUTION AND STORA	174.86
			TOTAL:	174.86
DEMCO, INC.	misc processing supplies	LIBRARY FUND	LIBRARY	419.32
			TOTAL:	419.32
DIESEL SYSTEMS	hose #607	ENVIRON SERVICES F	REFUSE DISPOSAL	6.42
			TOTAL:	6.42
DPC INDUSTRIES, INC.	postassium permanganate	WATER	PURIFICATION AND TREAT	1,042.79
	polymer	WATER	PURIFICATION AND TREAT	1,133.63
	tax	WATER	PURIFICATION AND TREAT	71.64-
	tax	WATER	PURIFICATION AND TREAT	65.79-
			TOTAL:	2,038.99
DRANTTEL SALES & SERVICE	chains & oil	ENVIRON SERVICES F	REFUSE DISPOSAL	104.68
			TOTAL:	104.68
EARL F ANDERSEN INC	traffic cones w/sleeve	GENERAL FUND	STREETS	248.49
	traffic cones w/sleeve	GENERAL FUND	PARKS	198.79
	traffic cones w/sleeve	WATER	DISTRIBUTION AND STORA	99.39
	traffic cones w/sleeve	WASTE WATER FUND	SOURCE/TREATMENT	99.39
	traffic cones w/sleeve	ENVIRON SERVICES F	REFUSE DISPOSAL	99.39
	traffic cones w/sleeve	ELECTRIC FUND	POWER DISTRIBUTION	248.49
			TOTAL:	993.94
ECONO FOODS	dance & ww2 supplies	GENERAL FUND	SENIOR COORDINATOR	49.05
	daddy daughter dance suppl	GENERAL FUND	RECREATION/LEISURE SER	39.68
	softener salt	WATER	PURIFICATION AND TREAT	48.09
	distilled water	WASTE WATER FUND	SOURCE/TREATMENT	5.70
	fabric softener	WASTE WATER FUND	SOURCE/TREATMENT	15.49
	batteries	ELECTRIC FUND	POWER DISTRIBUTION	17.10
	coffee, cookies, donuts	STORMWATER FUND	ADMINISTRATION AND GEN	39.86
	hunger games event	RESTRICTED CONTRIB	LIBRARY	43.58
			TOTAL:	258.55
BRIAN ENTER	softball ump	GENERAL FUND	RECREATION/LEISURE SER	105.00
			TOTAL:	105.00
ENVIRONMENTAL RESOURCE ASSOCIATES	testing	WASTE WATER FUND	SOURCE/TREATMENT	647.15
	lab reagents	WASTE WATER FUND	SOURCE/TREATMENT	991.15
	colifrom microbe	WASTE WATER FUND	SOURCE/TREATMENT	234.00
			TOTAL:	1,872.30
FASTENAL COMPANY	batteries	GENERAL FUND	FIRE	77.61
	batteries	GENERAL FUND	FIRE	17.50

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	batteries	GENERAL FUND	FIRE	20.43
	lock on grind	GENERAL FUND	FIRE	124.37
	first aid kit #506	GENERAL FUND	FIRE	56.67
	cable ties	GENERAL FUND	STREETS	8.66
	fuses,pins,screws,nuts,was	GENERAL FUND	STREETS	60.62
	plastic backing flap discs	GENERAL FUND	STREETS	45.32
	split ring pipe hanger	GENERAL FUND	STREETS	3.08
	inverted marking paint	GENERAL FUND	STREETS	72.02
	swivel bolt snap - flags	GENERAL FUND	STREETS	36.42
	split ring pipe hanger	GENERAL FUND	STREETS	8.11
	cable ties	GENERAL FUND	SWIMMING POOL	17.26
	cable ties	GENERAL FUND	PARKS	6.93
	cable ties	GENERAL FUND	PARKS	47.20
	fuses,pins,screws,nuts,was	GENERAL FUND	PARKS	48.50
	plastic backing flap discs	GENERAL FUND	PARKS	36.25
	split ring pipe hanger	GENERAL FUND	PARKS	2.46
	split ring pipe hanger	GENERAL FUND	PARKS	6.49
	cable ties	WATER	DISTRIBUTION AND STORA	3.47
	fuses,pins,screws,nuts,was	WATER	DISTRIBUTION AND STORA	24.25
	plastic backing flap discs	WATER	DISTRIBUTION AND STORA	18.13
	split ring pipe hanger	WATER	DISTRIBUTION AND STORA	1.23
	split ring pipe hanger	WATER	DISTRIBUTION AND STORA	3.24
	cable ties	WASTE WATER FUND	SOURCE/TREATMENT	3.47
	cap screws, toplock nuts	WASTE WATER FUND	SOURCE/TREATMENT	5.71
	fuses,pins,screws,nuts,was	WASTE WATER FUND	SOURCE/TREATMENT	24.25
	plastic backing flap discs	WASTE WATER FUND	SOURCE/TREATMENT	18.13
	split ring pipe hanger	WASTE WATER FUND	SOURCE/TREATMENT	1.23
	split ring pipe hanger	WASTE WATER FUND	SOURCE/TREATMENT	3.24
	cable ties	ENVIRON SERVICES F	REFUSE DISPOSAL	3.46
	fuses,pins,screws,nuts,was	ENVIRON SERVICES F	REFUSE DISPOSAL	24.25
	plastic backing flap discs	ENVIRON SERVICES F	REFUSE DISPOSAL	18.11
	split ring pipe hanger	ENVIRON SERVICES F	REFUSE DISPOSAL	1.22
	split ring pipe hanger	ENVIRON SERVICES F	REFUSE DISPOSAL	3.24
	cable ties	ELECTRIC FUND	POWER DISTRIBUTION	8.66
	fuses,pins,screws,nuts,was	ELECTRIC FUND	POWER DISTRIBUTION	60.62
	plastic backing flap discs	ELECTRIC FUND	POWER DISTRIBUTION	45.32
	split ring pipe hanger	ELECTRIC FUND	POWER DISTRIBUTION	3.08
	split ring pipe hanger	ELECTRIC FUND	POWER DISTRIBUTION	8.11
	inverted marking paint	STORMWATER FUND	COLLECTIONS/LIFT STATI	134.61
			TOTAL:	1,112.93
GALLS INC	clothing allowance	GENERAL FUND	POLICE	110.95
			TOTAL:	110.95
GENESIS	diesel for april '12	GENERAL FUND	FIRE	293.80
	diesel for april '12	GENERAL FUND	STREETS	950.07
	diesel for april '12	GENERAL FUND	PARKS	1,119.65
	diesel for april '12	WATER	DISTRIBUTION AND STORA	449.81
	diesel for april '12	WASTE WATER FUND	COLLECTOR/LIFT STAT	484.57
	diesel for april '12	ENVIRON SERVICES F	REFUSE DISPOSAL	1,397.76
	diesel for april '12	ELECTRIC FUND	POWER DISTRIBUTION	522.73
	diesel for april '12	HEARTLAND TRANSIT	TRANSIT/TRANSPORTATION	769.89
			TOTAL:	5,988.28
LEWIS GIESKING	lions club dues	GENERAL FUND	PUBLIC WORKS ADMIN	80.00
			TOTAL:	80.00

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
GOPHER STATE ONE-CALL INC	locates for april '12	WATER	DISTRIBUTION AND STORA	139.50
	locates for april '12	WASTE WATER FUND	COLLECTOR/LIFT STAT	139.50
	locates for april '12	ELECTRIC FUND	POWER DISTRIBUTION	<u>139.50</u>
			TOTAL:	418.50
GREEN TOUCH SYSTEMS LLC	pressure washer chemical	GENERAL FUND	STREETS	245.55
	pressure washer chemical	GENERAL FUND	PARKS	196.44
	pressure washer chemical	WATER	DISTRIBUTION AND STORA	98.22
	pressure washer chemical	WASTE WATER FUND	SOURCE/TREATMENT	98.22
	pressure washer chemical	ENVIRON SERVICES F	REFUSE DISPOSAL	98.20
	pressure washer chemical	ELECTRIC FUND	POWER DISTRIBUTION	<u>245.55</u>
		TOTAL:	982.18	
GUSTAVUS ADOLPHUS COLLEGE P.O.	postage for april '12	GENERAL FUND	MAYOR & COUNCIL	29.70
	postage for april '12	GENERAL FUND	CITY ADMINISTRATION	30.05
	postage for april '12	GENERAL FUND	CITY CLERK	22.00
	postage for april '12	GENERAL FUND	ELECTIONS	24.00
	postage for april '12	GENERAL FUND	FINANCE	120.00
	postage for april '12	GENERAL FUND	POLICE	51.66
	postage for april '12	GENERAL FUND	BUILDING INSPECTOR	58.15
	postage for april '12	GENERAL FUND	PUBLIC WORKS ADMIN	60.55
	postage for april '12	GENERAL FUND	SENIOR COORDINATOR	0.10
	postage for april '12	GENERAL FUND	RECREATION/LEISURE SER	45.00
	postage for april '12	GENERAL FUND	RECREATION/LEISURE SER	0.50
	postage for april '12	GENERAL FUND	PARKS	1.00
	postage for april '12	GENERAL FUND	ECONOMIC DEVMT	14.96
	postage for april '12	LIBRARY FUND	LIBRARY	34.85
	postage for april '12	COMMUNITY CENTER	COMMUNITY CENTER	1.00
	postage for april '12	WATER	CUSTOMER ACCOUNTS	93.65
	postage for april '12	WASTE WATER FUND	ADMIN AND GENERAL	4.20
	postage for april '12	WASTE WATER FUND	CUSTOMER ACCOUNTS	93.65
	postage for april '12	ENVIRON SERVICES F	CUSTOMER ACCOUNTS	93.65
	postage for april '12	ELECTRIC FUND	CUSTOMER ACCOUNTS	93.65
postage for april '12	HEARTLAND TRANSIT	TRANSIT/TRANSPORTATION	<u>2.40</u>	
		TOTAL:	874.72	
HACH COMPANY	sample cell	WATER	PURIFICATION AND TREAT	<u>92.05</u>
			TOTAL:	92.05
HALOGEN SUPPLY COMPANY, INC	lane marker storage reel	GENERAL FUND	SWIMMING POOL	<u>414.43</u>
			TOTAL:	414.43
JOHN HANK	class a drivers license	WASTE WATER FUND	ADMIN AND GENERAL	<u>43.00</u>
			TOTAL:	43.00
HAWKINS CHEMICAL	caustic soda	WATER	PURIFICATION AND TREAT	1,338.50
	caustic soda,sodium bisulf	WATER	PURIFICATION AND TREAT	3,190.50
	aqua hawk, hydrochloric ac	WASTE WATER FUND	BIOSOLIDS	7,329.61
	hydrochloric acid credit	WASTE WATER FUND	BIOSOLIDS	735.83-
	aqua hawk	WASTE WATER FUND	BIOSOLIDS	5,445.28
	sulfuric acid	WASTE WATER FUND	SOURCE/TREATMENT	<u>212.89</u>
		TOTAL:	16,780.95	
DERRICK HOFFMAN	softball ump	GENERAL FUND	RECREATION/LEISURE SER	<u>63.00</u>
			TOTAL:	63.00

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
HOLIDAY COMMERCIAL	fuel for april '12	GENERAL FUND	POLICE	430.83
	misc purchases	GENERAL FUND	POLICE	16.01
	fuel for april '12	GENERAL FUND	BUILDING INSPECTOR	78.83
	fuel for april '12	GENERAL FUND	PUBLIC WORKS ADMIN	52.51
	fuel for april '12	GENERAL FUND	STREETS	318.48
	fuel for april '12	GENERAL FUND	PARKS	526.33
	fuel for april '12	WATER	SOURCE OF SUPPLY	37.73
	fuel for april '12	WATER	PURIFICATION AND TREAT	56.59
	fuel for april '12	WATER	DISTRIBUTION AND STORA	282.95
	fuel for april '12	WATER	CUSTOMER ACCOUNTS	17.72
	fuel for mar '12	WASTE WATER FUND	COLLECTOR/LIFT STAT	33.92
	fuel for april '12	WASTE WATER FUND	CUSTOMER ACCOUNTS	17.72
	fuel for april '12	ENVIRON SERVICES F	REFUSE DISPOSAL	367.19
	fuel for april '12	ELECTRIC FUND	POWER DISTRIBUTION	539.09
	fuel for april '12	ELECTRIC FUND	CUSTOMER ACCOUNTS	17.73
	fuel for april '12	STORMWATER FUND	TREATMENT	376.95
		TOTAL:		
INGRAM BOOK COMPANY	new library materials	LIBRARY FUND	LIBRARY	2,229.12
			TOTAL:	2,229.12
JAKE'S PIZZA	pizza for edi mtg	GENERAL FUND	ECONOMIC DEVMT	97.39
			TOTAL:	97.39
JAVENS MECHANICAL CONTRACTING CO.	spring prevent maint.	WASTE WATER FUND	SOURCE/TREATMENT	810.00
			TOTAL:	810.00
JERRY'S ELECTRIC INC	transformers	ELECTRIC FUND	POWER DISTRIBUTION	2,195.50
			TOTAL:	2,195.50
JLS DISTRIBUTING, INC	DIESEL CONDITIONER	GENERAL FUND	STREETS	121.84
	OIL TREATMENT	GENERAL FUND	STREETS	51.30
	DIESEL CONDITIONER	GENERAL FUND	PARKS	97.47
	OIL TREATMENT	GENERAL FUND	PARKS	41.04
	DIESEL CONDITIONER	WATER	DISTRIBUTION AND STORA	48.74
	OIL TREATMENT	WATER	DISTRIBUTION AND STORA	20.52
	DIESEL CONDITIONER	WASTE WATER FUND	SOURCE/TREATMENT	48.74
	OIL TREATMENT	WASTE WATER FUND	SOURCE/TREATMENT	20.52
	DIESEL CONDITIONER	ENVIRON SERVICES F	REFUSE DISPOSAL	48.72
	OIL TREATMENT	ENVIRON SERVICES F	REFUSE DISPOSAL	20.52
	DIESEL CONDITIONER	ELECTRIC FUND	POWER DISTRIBUTION	121.84
	OIL TREATMENT	ELECTRIC FUND	POWER DISTRIBUTION	51.30
		TOTAL:		
KIND VETERINARY CLINIC PA	pound cats&dogs april '12	GENERAL FUND	COMMUNITY SERVICE	719.64
	paws for april '12	RESTRICTED CONTRIB	COMMUNITY SERVICE	706.47
			TOTAL:	1,426.11
KUSTOM SIGNALS INC	laser repair	GENERAL FUND	POLICE	234.00
			TOTAL:	234.00
LAGER'S INC	replace fuel pump	GENERAL FUND	POLICE	444.75
			TOTAL:	444.75
LAWSON PRODUCTS, INC.	aerosol penetrating lube	GENERAL FUND	STREETS	35.84
	aerosol penetrating lube	GENERAL FUND	PARKS	28.67

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	aerosol penetrating lube	WATER	DISTRIBUTION AND STORA	14.34
	aerosol penetrating lube	WASTE WATER FUND	SOURCE/TREATMENT	14.34
	aerosol penetrating lube	ENVIRON SERVICES F	REFUSE DISPOSAL	14.34
	aerosol penetrating lube	ELECTRIC FUND	POWER DISTRIBUTION	35.84
			TOTAL:	143.37
LEAGUE OF MINNESOTA CITIES	2012 conf - zieman	GENERAL FUND	MAYOR & COUNCIL	99.00
			TOTAL:	99.00
LIBERTY MFG & SUPPLY	inverted marking paint	GENERAL FUND	STREETS	159.00
			TOTAL:	159.00
LOCATORS & SUPPLIES, INC.	hard hats	GENERAL FUND	STREETS	25.73
	spare hard hats	GENERAL FUND	STREETS	21.68
	hard hats	GENERAL FUND	PARKS	20.58
	spare hard hats	GENERAL FUND	PARKS	17.35
	hard hats	WATER	ADMIN AND GENERAL	10.29
	spare hard hats	WATER	ADMIN AND GENERAL	8.67
	hard hats	WASTE WATER FUND	ADMIN AND GENERAL	10.29
	spare hard hats	WASTE WATER FUND	ADMIN AND GENERAL	8.67
	hard hats	ENVIRON SERVICES F	ADMIN AND GENERAL	10.28
	spare hard hats	ENVIRON SERVICES F	ADMIN AND GENERAL	8.68
	hard hats	ELECTRIC FUND	ADMIN AND GENERAL	25.73
	hard hats	ELECTRIC FUND	ADMIN AND GENERAL	61.74
	spare hard hats	ELECTRIC FUND	ADMIN AND GENERAL	21.68
			TOTAL:	251.37
MANKATO-SPS COMPANIES, INC.	air handler filters	LIBRARY FUND	LIBRARY	96.69
	air handler filters	COMMUNITY CENTER	COMMUNITY CENTER	386.77
			TOTAL:	483.46
MARCO, INC.	copier maint 46018	GENERAL FUND	CITY ADMINISTRATION	18.49
	copier maint 46018	GENERAL FUND	CITY CLERK	18.49
	copier maint 46018	GENERAL FUND	FINANCE	12.33
	copier maint 46018	GENERAL FUND	POLICE	9.86
	copier maint 46018	GENERAL FUND	BUILDING INSPECTOR	4.93
	copier maint 46018	GENERAL FUND	PUBLIC WORKS ADMIN	2.47
	copier maint 46018	GENERAL FUND	ECONOMIC DEVMT	1.23
	copier maint 46018	WATER	ADMIN AND GENERAL	11.10
	copier maint 4/12 - 4/13	WASTE WATER FUND	BIOSOLIDS	432.00
	copier maint 46018	WASTE WATER FUND	ADMIN AND GENERAL	11.09
	copier maint 46018	ELECTRIC FUND	ADMIN AND GENERAL	33.29
			TOTAL:	555.28
MCGOWAN WATER CONDITIONING INC	50# salt	WASTE WATER FUND	SOURCE/TREATMENT	706.97
			TOTAL:	706.97
MENARDS	2 utility mat pepper	GENERAL FUND	FIRE	49.12
	furniture dolly	GENERAL FUND	STREETS	6.94
	furniture dolly	GENERAL FUND	PARKS	5.55
	shim & couplings	GENERAL FUND	PARKS	12.62
	furniture dolly	WATER	DISTRIBUTION AND STORA	2.78
	furniture dolly	WASTE WATER FUND	SOURCE/TREATMENT	2.78
	furniture dolly	ENVIRON SERVICES F	REFUSE DISPOSAL	2.78
	furniture dolly	ELECTRIC FUND	POWER DISTRIBUTION	6.94
			TOTAL:	89.51

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
METRO FIRE	sleeve, stealth, nomex 8"	GENERAL FUND	FIRE	77.54
	goggles	GENERAL FUND	FIRE	166.19
	tx receiver-nightfighter h	GENERAL FUND	FIRE	<u>241.24</u>
			TOTAL:	484.97
METRO JANITORIAL SUPPLY INC.	cleaning supplies	COMMUNITY CENTER	COMMUNITY CENTER	<u>399.24</u>
			TOTAL:	399.24
MIDWEST SPECIALTY SALES	blade sets "r" & "l" swing	STORMWATER FUND	TREATMENT	225.76
	blade set "l" swinging	STORMWATER FUND	TREATMENT	<u>60.45</u>
			TOTAL:	286.21
MISC VENDOR HASLIP, SHERRIE	refund 1 yr rental fee&ins	GENERAL FUND	NON-DEPARTMENTAL	32.00
SCHWARZE, LOREN	refund for park shelter	GENERAL FUND	NON-DEPARTMENTAL	<u>42.75</u>
			TOTAL:	74.75
MN IRON & METAL COMPANY	grate julien & swift	WASTE WATER FUND	COLLECTOR/LIFT STAT	<u>689.34</u>
			TOTAL:	689.34
MN NATIONAL GUARD ARMORY	rent for gymnastic classes	GENERAL FUND	RECREATION/LEISURE SER	<u>400.00</u>
			TOTAL:	400.00
MN PIPE & EQUIPMENT	meters w/rr	WATER	NON-DEPARTMENTAL	966.93
	6" mega clamp 6" cast coup	WATER	NON-DEPARTMENTAL	324.59
	6" vb setter, 6" cast coup	WATER	NON-DEPARTMENTAL	222.40
	t-head, bolt & nut	WATER	DISTRIBUTION AND STORA	<u>130.30</u>
			TOTAL:	1,644.22
MN STATE FIRE CHIEFS ASSOCIATION	2012 membership	GENERAL FUND	FIRE	<u>203.00</u>
			TOTAL:	203.00
MN WASTE PROCESSING	waste processing for april	ENVIRON SERVICES F	REFUSE DISPOSAL	<u>12,611.65</u>
			TOTAL:	12,611.65
MN WASTEWATER OPERATORS ASSOCIATION	mwoa mtg - steve, adam, je	WASTE WATER FUND	ADMIN AND GENERAL	60.00
	mwoa mtg - jeff	STORMWATER FUND	ADMINISTRATION AND GEN	<u>20.00</u>
			TOTAL:	80.00
PETE MOULTON	donuts for pw meeting	GENERAL FUND	PUBLIC WORKS ADMIN	24.88
	mileage & meal stmwater mt	STORMWATER FUND	ADMINISTRATION AND GEN	39.65
	lions dues	STORMWATER FUND	ADMINISTRATION AND GEN	80.00
	mileage to turbidity tmdl	STORMWATER FUND	ADMINISTRATION AND GEN	16.65
	meal for turbidity tmdl mt	STORMWATER FUND	ADMINISTRATION AND GEN	<u>17.24</u>
			TOTAL:	178.42
MVTL LABORATORIES INC	testing-salty discharge	WASTE WATER FUND	BIOSOLIDS	242.40
	testing	WASTE WATER FUND	BIOSOLIDS	<u>174.00</u>
			TOTAL:	416.40
NAPA AUTO PARTS OF ST PETER	battery	GENERAL FUND	POLICE	68.42
	bulbs	GENERAL FUND	POLICE	24.26
	bearing assmb,brake pads	GENERAL FUND	POLICE	468.73
	compound	GENERAL FUND	STREETS	1.76
	filter kit	GENERAL FUND	STREETS	44.90
	tuneup heald bolt set tens	GENERAL FUND	STREETS	159.87
	compound	GENERAL FUND	PARKS	1.41

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	tubing	GENERAL FUND	PARKS	9.03
	compound	WATER	DISTRIBUTION AND STORA	0.71
	filters	WASTE WATER FUND	COLLECTOR/LIFT STAT	549.30
	battery	WASTE WATER FUND	COLLECTOR/LIFT STAT	96.75
	compound	WASTE WATER FUND	SOURCE/TREATMENT	0.71
	compound	ENVIRON SERVICES F	REFUSE DISPOSAL	0.70
	battery, tubing	ENVIRON SERVICES F	REFUSE DISPOSAL	118.37
	compound	ELECTRIC FUND	POWER DISTRIBUTION	1.76
	filters, plugs	STORMWATER FUND	TREATMENT	143.45
	starter fluid bus #10	HEARTLAND TRANSIT	TRANSIT/TRANSPORTATION	4.10
			TOTAL:	1,694.23
NICOLLET COUNTY BANK	ach for payroll & a/p apri	GENERAL FUND	FINANCE	6.28
	ach for payroll & a/p apri	WATER	ADMIN AND GENERAL	1.58
	ach for utilities april '1	WATER	CUSTOMER ACCOUNTS	11.38
	ach for payroll & a/p apri	WASTE WATER FUND	ADMIN AND GENERAL	1.58
	ach for utilities april '1	WASTE WATER FUND	CUSTOMER ACCOUNTS	11.38
	ach for payroll & a/p apri	ENVIRON SERVICES F	ADMIN AND GENERAL	1.58
	ach for utilities april '1	ENVIRON SERVICES F	CUSTOMER ACCOUNTS	11.38
	ach for payroll & a/p apri	ELECTRIC FUND	ADMIN AND GENERAL	1.58
	ach for utilities april '1	ELECTRIC FUND	CUSTOMER ACCOUNTS	11.36
			TOTAL:	58.10
NICOLLET COUNTY SENIOR SERVICES	may/june newsletters	GENERAL FUND	SENIOR COORDINATOR	117.54
	contract sylvia perron apr	GENERAL FUND	SENIOR COORDINATOR	2,161.00
			TOTAL:	2,278.54
NORTH CENTRAL INTERNATIONAL	filters	GENERAL FUND	NON-DEPARTMENTAL	105.44
	core return	GENERAL FUND	STREETS	33.00-
	compost turner #409	ENVIRON SERVICES F	REFUSE DISPOSAL	167.64
			TOTAL:	240.08
NORTH CENTRAL LABORATORIES	lab reagents	WASTE WATER FUND	SOURCE/TREATMENT	440.30
			TOTAL:	440.30
NORTHERN SAFETY CO., INC	adopt a park cheap gloves	GENERAL FUND	STREETS	53.82
	adopt a park cheap gloves	GENERAL FUND	PARKS	43.06
	adopt a park cheap gloves	WATER	DISTRIBUTION AND STORA	21.53
	adopt a park cheap gloves	WASTE WATER FUND	SOURCE/TREATMENT	21.53
	adopt a park cheap gloves	ENVIRON SERVICES F	REFUSE DISPOSAL	21.53
	adopt a park cheap gloves	ELECTRIC FUND	POWER DISTRIBUTION	53.82
			TOTAL:	215.29
NORTHLAND CHEMICAL CORP.	wash & wax	GENERAL FUND	STREETS	21.96
	tar & asphalt remover	GENERAL FUND	STREETS	287.78
	wash & wax	GENERAL FUND	PARKS	17.57
	wash & wax	WATER	DISTRIBUTION AND STORA	8.78
	wash & wax	WASTE WATER FUND	SOURCE/TREATMENT	8.78
	wash & wax	ENVIRON SERVICES F	REFUSE DISPOSAL	8.79
	wash & wax	ELECTRIC FUND	POWER DISTRIBUTION	21.96
			TOTAL:	375.62
NORTHLAND TRUST SERVICES, INC.	2012a bond fees	WASTE WATER FUND	ADMIN AND GENERAL	750.00
			TOTAL:	750.00
NUTTER CLOTHING CO	patches - arpin	GENERAL FUND	POLICE	6.00

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
			TOTAL:	<u>6.00</u>
OFFICEMAX	dvd r, binders	GENERAL FUND	CITY ADMINISTRATION	4.29
	dvd r, binders	GENERAL FUND	CITY CLERK	4.29
	dvd r, binders	GENERAL FUND	FINANCE	2.86
	dvd r, binders	GENERAL FUND	POLICE	2.29
	dvd r, binders	GENERAL FUND	BUILDING INSPECTOR	1.14
	dvd r, binders	GENERAL FUND	PUBLIC WORKS ADMIN	0.57
	dvd r, binders	GENERAL FUND	ECONOMIC DEVT	0.29
	dvd r, binders	WATER	ADMIN AND GENERAL	2.57
	dvd r, binders	WASTE WATER FUND	ADMIN AND GENERAL	2.57
	dvd r, binders	ELECTRIC FUND	ADMIN AND GENERAL	<u>7.72</u>
			TOTAL:	<u>28.59</u>
OMG MIDWEST, INC	295 turnbacks pay est 3	PERM IMPROVMENT RE	STREETS	<u>189,493.13</u>
			TOTAL:	<u>189,493.13</u>
OVERHEAD DOOR COMPANY OF MANKATO INC	transit door repair	GENERAL FUND	MUNICIPAL BUILDING	<u>229.80</u>
			TOTAL:	<u>229.80</u>
PAAPE COMPANIES, INC.	replace actuator	COMMUNITY CENTER	COMMUNITY CENTER	<u>848.70</u>
			TOTAL:	<u>848.70</u>
PEPSI-COLA OF MANKATO INC	pop for concessions	COMMUNITY CENTER	COMMUNITY CENTER	<u>93.40</u>
			TOTAL:	<u>93.40</u>
PET EXPO DIST.	routine aquarium maint	LIBRARY FUND	LIBRARY	<u>60.00</u>
			TOTAL:	<u>60.00</u>
MATTHEW PETERS	clothing allowance	GENERAL FUND	POLICE	270.29
	meals for mn chiefs conf	GENERAL FUND	POLICE	50.38
	hotel for 3 nites chief co	GENERAL FUND	POLICE	400.89
	gas for conf	GENERAL FUND	POLICE	<u>42.09</u>
			TOTAL:	<u>763.65</u>
MATTHEW PETERS-PETTY CASH	copies, tabs, paper	GENERAL FUND	POLICE	37.25
	postage	GENERAL FUND	POLICE	32.06
	cookies,pop,donuts mtg	GENERAL FUND	POLICE	<u>31.02</u>
			TOTAL:	<u>100.33</u>
PETRUS	facilitate pavilion commit	GENERAL FUND	MAYOR & COUNCIL	<u>900.00</u>
			TOTAL:	<u>900.00</u>
QUARTERMASTER	clothing allowance	GENERAL FUND	POLICE	<u>134.96</u>
			TOTAL:	<u>134.96</u>
QUICK MART ST PETER	fuel for april '12	GENERAL FUND	POLICE	293.50
	fuel for april '12	WATER	CUSTOMER ACCOUNTS	22.26
	fuel for april '12	WASTE WATER FUND	CUSTOMER ACCOUNTS	22.26
	fuel for april '12	ELECTRIC FUND	CUSTOMER ACCOUNTS	<u>22.28</u>
			TOTAL:	<u>360.30</u>
QUILL	ink cartridges	GENERAL FUND	CITY ADMINISTRATION	22.44
	ink cartridges	GENERAL FUND	CITY CLERK	22.44
	ink cartridges	GENERAL FUND	FINANCE	14.96
	ink cartridges	GENERAL FUND	POLICE	11.97

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	ink cartridges	GENERAL FUND	BUILDING INSPECTOR	5.98
	ink cartridges	GENERAL FUND	PUBLIC WORKS ADMIN	2.99
	ink cartridges	GENERAL FUND	STREETS	90.09
	ink cartridges	GENERAL FUND	PARKS	72.07
	ink cartridges	GENERAL FUND	ECONOMIC DEVMT	1.50
	ink cartridges	WATER	ADMIN AND GENERAL	13.46
	ink cartridges	WATER	ADMIN AND GENERAL	36.04
	ink cartridges	WASTE WATER FUND	ADMIN AND GENERAL	13.46
	ink cartridges	WASTE WATER FUND	ADMIN AND GENERAL	36.04
	ink cartridges	ENVIRON SERVICES F	ADMIN AND GENERAL	36.04
	ink cartridges	ELECTRIC FUND	ADMIN AND GENERAL	40.39
	ink cartridges	ELECTRIC FUND	ADMIN AND GENERAL	90.09
			TOTAL:	509.96
RAMADA	hotel mmua utility-brian 4	ELECTRIC FUND	ADMIN AND GENERAL	104.39
			TOTAL:	104.39
RAMY TURF PRODUCTS	seed, straw, ero-guard	GENERAL FUND	STREETS	47.03
	seed, straw, ero-guard	GENERAL FUND	PARKS	37.62
	seed, straw, ero-guard	WATER	DISTRIBUTION AND STORA	18.81
	seed, straw, ero-guard	WASTE WATER FUND	SOURCE/TREATMENT	18.81
	seed, straw, ero-guard	ENVIRON SERVICES F	REFUSE DISPOSAL	18.80
	seed aide, pro-seeder	ELECTRIC FUND	POWER DISTRIBUTION	318.49
	seed, straw, ero-guard	ELECTRIC FUND	POWER DISTRIBUTION	47.03
			TOTAL:	506.59
RDO EQUIPMENT CO.	grapple bucket cylinder re	ENVIRON SERVICES F	REFUSE DISPOSAL	2,307.40
			TOTAL:	2,307.40
REARVIEW SYSTEMS LLC	camera	GENERAL FUND	FIRE	795.00
	#69 backhoe montior&camera	WATER	SOURCE OF SUPPLY	488.66
	camera & monitor #306	ELECTRIC FUND	POWER DISTRIBUTION	470.00
			TOTAL:	1,753.66
RECREATION SUPPLY COMPANY	stor-lane reel cover	GENERAL FUND	SWIMMING POOL	162.45
			TOTAL:	162.45
REFLECTO PRODUCTS CO	bumper stickers b 3	GENERAL FUND	FIRE	155.56
			TOTAL:	155.56
RELIANCE ELECTRIC OF SOUTHERN MN	sawzall #506	GENERAL FUND	FIRE	66.47
			TOTAL:	66.47
RIVER VALLEY IND.	2 bean bag games	GENERAL FUND	RECREATION/LEISURE SER	65.00
	2 bean bag games	RESTRICTED CONTRIB	RECREATION/LEISURE SER	65.00
			TOTAL:	130.00
ROYAL TIRE, INC	tire service	GENERAL FUND	POLICE	420.00
	recon wheel #207	GENERAL FUND	STREETS	217.50
	tire service	GENERAL FUND	STREETS	1,140.88
			TOTAL:	1,778.38
SAM'S CLUB	bev dispenser	GENERAL FUND	RECREATION/LEISURE SER	10.72
	bev dispenser	LIBRARY FUND	LIBRARY	10.73
	bev dispenser	COMMUNITY CENTER	COMMUNITY CENTER	21.46
			TOTAL:	42.91

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
KEITH SHERWOOD	powerwash limestone	LIBRARY FUND	LIBRARY	<u>1,250.00</u>
			TOTAL:	1,250.00
SHORTY'S TIRE ONE	tires, valve stem blazer	GENERAL FUND	BUILDING INSPECTOR	247.42
	mount & balance, alignment	GENERAL FUND	BUILDING INSPECTOR	<u>76.50</u>
			TOTAL:	323.92
SIMPLEX GRINNELL	fix alarm inspection	LIBRARY FUND	LIBRARY	<u>558.60</u>
			TOTAL:	558.60
SLB ENTERPRISES, INC	starter #98	WASTE WATER FUND	COLLECTOR/LIFT STAT	<u>404.93</u>
			TOTAL:	404.93
SOUTH CENTRAL COLLEGE	understaning people of som	GENERAL FUND	CITY ADMINISTRATION	200.00
	1st resp refresher-luke,co	GENERAL FUND	POLICE	344.62
	1st resp refresher-tammy,j	GENERAL FUND	POLICE	344.62
	1st resp refresher-amber,j	GENERAL FUND	POLICE	<u>344.62</u>
			TOTAL:	1,233.86
SOUTHERN MN CONSTRUCTION CO INC	roller - athletic fields	GENERAL FUND	PARKS	<u>860.00</u>
			TOTAL:	860.00
SOUTHERN MN MUNICIPAL POWER AGENCY	purchased power april '12	ELECTRIC FUND	POWER SUPPLY	<u>532,664.21</u>
			TOTAL:	532,664.21
SPRING TOUCH	fertilizer veterans park	GENERAL FUND	PARKS	207.60
	spring 2012 park prep	GENERAL FUND	PARKS	<u>3,697.92</u>
			TOTAL:	3,905.52
SPRINT SOLUTIONS, INC.	phone bill for april '12	GENERAL FUND	POLICE	279.93
	phone bill for april '12	GENERAL FUND	POLICE	447.41
	phone bill for april '12	GENERAL FUND	FIRE	17.32
	phone bill for april '12	WATER	ADMIN AND GENERAL	25.91
	phone bill for april '12	ELECTRIC FUND	ADMIN AND GENERAL	<u>25.91</u>
			TOTAL:	796.48
ST PETER GREENHOUSE & FLORAL	plant - funeral	GENERAL FUND	POLICE	50.02
	plant for funeral	GENERAL FUND	STREETS	<u>49.75</u>
			TOTAL:	99.77
ST PETER HERALD	cat licenses ads	GENERAL FUND	CITY CLERK	60.80
	hydrant flushing	WATER	ADMIN AND GENERAL	<u>182.40</u>
			TOTAL:	243.20
ST PETER LUMBER CO	5' wire channel	GENERAL FUND	FIRE	9.93
	stakes - spill prevention	GENERAL FUND	STREETS	18.01
	ties, wood - spill prevent	GENERAL FUND	STREETS	33.72
	adhesive	GENERAL FUND	STREETS	5.65
	stakes - spill prevention	GENERAL FUND	PARKS	14.41
	ties, wood - spill prevent	GENERAL FUND	PARKS	26.98
	stakes - spill prevention	WATER	CAPITAL-GENERAL PLANT	7.21
	ties, wood - spill prevent	WATER	CAPITAL-GENERAL PLANT	13.49
	pliers	WATER	DISTRIBUTION AND STORA	21.35
	stakes - spill prevention	WASTE WATER FUND	CAPITAL-GENERAL PLANT	7.21
	ties, wood - spill prevent	WASTE WATER FUND	CAPITAL-GENERAL PLANT	13.49
	stakes - spill prevention	ENVIRON SERVICES F	CAPITAL-GENERAL PLANT	7.21

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	ties, wood - spill prevent	ENVIRON SERVICES F	CAPITAL-GENERAL PLANT	13.49
	stakes - spill prevention	ELECTRIC FUND	CAPITAL-GENERAL PLANT	18.01
	ties, wood - spill prevent	ELECTRIC FUND	CAPITAL-GENERAL PLANT	33.73
			TOTAL:	243.89
ST PETER RENTAL CENTER	weed trimmer	GENERAL FUND	PARKS	320.57
			TOTAL:	320.57
ST PETER SENIOR CENTER	entertainment celebrate se	GENERAL FUND	SENIOR COORDINATOR	200.00
			TOTAL:	200.00
TIMOTHY STRAND	mileage to airport	ELECTRIC FUND	ADMIN AND GENERAL	77.70
	taxi in dc	ELECTRIC FUND	ADMIN AND GENERAL	59.00
	park n fly	ELECTRIC FUND	ADMIN AND GENERAL	98.66
	delta to dc for appa rally	ELECTRIC FUND	ADMIN AND GENERAL	50.00
	meals for appa trip	ELECTRIC FUND	ADMIN AND GENERAL	65.68
			TOTAL:	351.04
JANET THOMPSON	paws walk party pack	RESTRICTED CONTRIB	COMMUNITY SERVICE	28.21
			TOTAL:	28.21
KEVIN THURSTON	softball ump	GENERAL FUND	RECREATION/LEISURE SER	63.00
			TOTAL:	63.00
TIGERDIRECT.COM	cable tester	GENERAL FUND	CITY ADMINISTRATION	4.28
	cable tester	GENERAL FUND	CITY CLERK	4.28
	cable tester	GENERAL FUND	FINANCE	2.85
	smart ups lcd 120v	GENERAL FUND	POLICE	935.80
	cable tester	GENERAL FUND	POLICE	2.28
	cable tester	GENERAL FUND	BUILDING INSPECTOR	1.14
	cable tester	GENERAL FUND	PUBLIC WORKS ADMIN	0.57
	cable tester	GENERAL FUND	ECONOMIC DEVMT	0.29
	new monitor for library st	LIBRARY FUND	LIBRARY	150.34
	phone system cable/connect	2012 EQUIPMENT CER	MUNICIPAL BUILDING	177.78
	cable tester	WATER	ADMIN AND GENERAL	2.57
	cable tester	WASTE WATER FUND	ADMIN AND GENERAL	2.56
	cable tester	ELECTRIC FUND	ADMIN AND GENERAL	7.70
			TOTAL:	1,292.44
TOP SHOP OF MANKATO INC	new countertops bathrooms	LIBRARY FUND	LIBRARY	6,175.00
			TOTAL:	6,175.00
TWIN CITY OPTICAL CO INC	glasses - wayne	COMMUNITY CENTER	COMMUNITY CENTER	233.67
			TOTAL:	233.67
US AUTO FORCE	tires	GENERAL FUND	POLICE	637.94
			TOTAL:	637.94
US POSTMASTER	postage for summer brochur	GENERAL FUND	RECREATION/LEISURE SER	465.79
			TOTAL:	465.79
VALLEY NATIONAL GASES, LLC	grinding disc,nozzle kleen	GENERAL FUND	STREETS	55.68
	cylinder rental	GENERAL FUND	STREETS	22.63
	carbon dioxide	GENERAL FUND	STREETS	45.05
	grinding discs	GENERAL FUND	STREETS	47.29
	grinding disc,nozzle kleen	GENERAL FUND	PARKS	44.54

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	cylinder rental	GENERAL FUND	PARKS	18.10
	carbon dioxide	GENERAL FUND	PARKS	36.04
	grinding discs	GENERAL FUND	PARKS	37.83-
	grinding disc,nozzle kleen	WATER	DISTRIBUTION AND STORA	22.27
	carbon dioxide	WATER	DISTRIBUTION AND STORA	18.02
	grinding discs	WATER	DISTRIBUTION AND STORA	18.92-
	cylinder rental	WATER	ADMIN AND GENERAL	9.05
	grinding disc,nozzle kleen	WASTE WATER FUND	SOURCE/TREATMENT	22.27
	carbon dioxide	WASTE WATER FUND	SOURCE/TREATMENT	18.02
	grinding discs	WASTE WATER FUND	SOURCE/TREATMENT	18.92-
	cylinder rental	WASTE WATER FUND	ADMIN AND GENERAL	9.05
	grinding disc,nozzle kleen	ENVIRON SERVICES F	REFUSE DISPOSAL	22.26
	carbon dioxide	ENVIRON SERVICES F	REFUSE DISPOSAL	18.02
	grinding discs	ENVIRON SERVICES F	REFUSE DISPOSAL	18.92-
	cylinder rental	ENVIRON SERVICES F	ADMIN AND GENERAL	9.06
	grinding disc,nozzle kleen	ELECTRIC FUND	POWER DISTRIBUTION	55.68
	carbon dioxide	ELECTRIC FUND	POWER DISTRIBUTION	45.05
	grinding discs	ELECTRIC FUND	POWER DISTRIBUTION	47.29-
	cylinder rental	ELECTRIC FUND	ADMIN AND GENERAL	22.63
			TOTAL:	304.25
VAN IWAARDEN ASSOCIATES	actuarial valuation	GENERAL FUND	FINANCE	1,500.00
			TOTAL:	1,500.00
VESSCO, INC	back pressure valve	WASTE WATER FUND	BIOSOLIDS	297.72
			TOTAL:	297.72
VIKING AWNINGS & MORE	service bunker parts	GENERAL FUND	FIRE	25.00
			TOTAL:	25.00
VISA	mcfoa conference	GENERAL FUND	CITY ADMINISTRATION	286.56
	council goal session meal	GENERAL FUND	CITY ADMINISTRATION	78.96
	lanyards & poucheslanyards	GENERAL FUND	ELECTIONS	559.53
	forensic conf - travis5/9-	GENERAL FUND	POLICE	350.00
	junior officer badge stick	GENERAL FUND	POLICE	154.49
	meal for conf 4/16/12	GENERAL FUND	POLICE	8.99
	res plan review course	GENERAL FUND	BUILDING INSPECTOR	170.00
	hotel for mmpa - generator	GENERAL FUND	PUBLIC WORKS ADMIN	61.17
	meals for generator school	GENERAL FUND	PUBLIC WORKS ADMIN	88.38
	hotel for apwa conf	GENERAL FUND	PUBLIC WORKS ADMIN	494.38
	apwa conf reg fees	GENERAL FUND	PUBLIC WORKS ADMIN	225.00
	return candy	GENERAL FUND	RECREATION/LEISURE SER	32.99-
	net nanny	GENERAL FUND	SWIMMING POOL	29.99
	10-yr celebration supplies	LIBRARY FUND	LIBRARY	395.50
	crimp ends, cables phone s	2012 EQUIPMENT CER	MUNICIPAL BUILDING	77.05
	battery	2012 EQUIPMENT CER	INVALID DEPARTMENT	238.12
	meals tree inspect recert	ENVIRON SERVICES F	ADMIN AND GENERAL	57.61
	meals for generator school	ELECTRIC FUND	ADMIN AND GENERAL	88.38
	hotel for mmpa - generator	ELECTRIC FUND	ADMIN AND GENERAL	61.18
	hotel at washington dc app	ELECTRIC FUND	ADMIN AND GENERAL	1,369.44
	airport parking	ELECTRIC FUND	ADMIN AND GENERAL	140.00
	luggage	ELECTRIC FUND	ADMIN AND GENERAL	25.00
	meals for substation schoo	ELECTRIC FUND	ADMIN AND GENERAL	63.30
	meals for mndot cert 4/2/1	STORMWATER FUND	ADMINISTRATION AND GEN	66.43
	pizza for hunger games 3/1	RESTRICTED CONTRIB	LIBRARY	184.36
			TOTAL:	5,240.83

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
VOLK ELECTRIC, PLUMBING, & HEATING, IN	print copies summit park	ELECTRIC FUND	ADMIN AND GENERAL	15.00
			TOTAL:	15.00
VON ESSEN LOCKSMITH SERVICE	replace keypad on libstaff	LIBRARY FUND	LIBRARY	785.00
			TOTAL:	785.00
VON ESSEN TOWING	towing	GENERAL FUND	POLICE	110.00
	mount & balance 1-08	GENERAL FUND	POLICE	36.00
	tire change #557	GENERAL FUND	RECREATION/LEISURE SER	20.00
	tire change #557	COMMUNITY CENTER	COMMUNITY CENTER	20.00
			TOTAL:	186.00
WASTE MANAGEMENT OF SOUTHERN MINNESOTA	change of service mar '12	ENVIRON SERVICES F	NON-DEPARTMENTAL	20.00
	refuse pickup mar '12	ENVIRON SERVICES F	REFUSE DISPOSAL	18,223.59
			TOTAL:	18,243.59
WESCO DISTRIBUTION INC	limit meter tools	ELECTRIC FUND	POWER DISTRIBUTION	505.36
			TOTAL:	505.36
WESTERN LIME CORPORATION	pebble lime	WASTE WATER FUND	BIOSOLIDS	3,167.65
			TOTAL:	3,167.65
BRIAN WIEDERICH	softball ump	GENERAL FUND	RECREATION/LEISURE SER	63.00
			TOTAL:	63.00
TOM WINSELL	uniform shoes	GENERAL FUND	POLICE	109.99
			TOTAL:	109.99
XCEL ENERGY	hwy 22 bridge lights	GENERAL FUND	STREETS	49.05
			TOTAL:	49.05
ZARNOTH BRUSH WORKS INC	replace brooms gutter & tu	GENERAL FUND	STREETS	3,142.34
	poly tube brooms	GENERAL FUND	STREETS	1,763.44
			TOTAL:	4,905.78
ZIEGLER INC	scraper assembly #814	GENERAL FUND	STREETS	456.57
	water pump	GENERAL FUND	STREETS	135.03
			TOTAL:	591.60

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
-----------------	-------------	------	------------	--------

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

101	GENERAL FUND	46,250.92		
211	LIBRARY FUND	14,029.13		
213	PUBLIC ACCESS	1,244.04		
217	COMMUNITY CENTER	9,151.37		
401	PERM IMPROVMENT REVOLVING	189,493.13		
472	2012 EQUIPMENT CERTIFICAT	492.95		
601	WATER	11,915.29		
602	WASTE WATER FUND	25,875.44		
603	ENVIRON SERVICES FUND	36,662.27		
604	ELECTRIC FUND	570,820.08		
606	STORMWATER FUND	1,335.92		
610	HEARTLAND TRANSIT	776.39		
820	RESTRICTED CONTRIBUTIONS	1,027.62		

	GRAND TOTAL:	909,074.55		

TOTAL PAGES: 17

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2012 –

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

RESOLUTION APPROVING CONSENT AGENDA

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

1. The following budgeted purchases in excess of \$5,000 are hereby approved:

<u>VENDOR</u>	<u>ITEM</u>	<u>PRICE</u>	<u>FUNDING</u>
B & L Utility Maintenance LLC	Sandblast and paint electrical boxes	\$10,942.00	Electric
Southern MN Construction	Asphalt material	\$62,000.00	General
Sibley Aggregates	Asphalt material	\$20,000.00	General

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

Temporary 3.2 On Sale Beer

St. Peter Chamber	MN Square	7/4/12
St. Peter Ambassadors	MN Square	6/9/12

Temporary Wine License

St. Peter Ambassadors	MN Square	6/9/12
-----------------------	-----------	--------

Temporary Soft Drink

St. Peter Chamber	MN Square	7/4/12
Grandpa's Concessions	MN Square	6/2/12, 7/4/12, 9/8/12-9/9/12

LG220 Application for Exempt Permit

St. Peter Chamber of Commerce	MN Square	7/4/12
-------------------------------	-----------	--------

3. The following temporary employee appointment is hereby approved at the wages indicated:

<u>NAME</u>	<u>POSITION</u>	<u>SALARY RATE</u>
Nicole Ruhland	Outdoor Pool Manager	\$10,311.68*
*Paid over eight pay periods 6/1/2011 – 9/7/2012		

4. Human Rights Commission member Shawn Grygo is hereby removed from membership of the Commission for nonfeasance.
5. The following unclaimed bicycles are hereby declared as surplus and staff is directed to dispose of the bicycles through the Rebike Program at Key City Bikes:

Magna Great Divide blue
Montgomery Ward blue
Jamis Tangier blue
GT Bestwick Freestyle chrome
Next Power Climber red
Roadmaster Mt Climber purple

Schwinn Frontier green
Huffy Tempas blue
Quest Rocket red
Malibu Hopper blue
Quick Kick scooter silver

6. The following equipment, for which the City no longer has a need, is hereby declared as surplus property and staff is directed to dispose of the items through public sale:

Jefferson Field scoreboard

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

HOUSING AND REDEVELOPMENT AUTHORITY

Dennis Swenson (2008-2012)

8. The schedule of disbursements for April 19, 2012 through May 9, 2012 is hereby approved.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota this 14th day of May, 2012.

Timothy Strand
Mayor

ATTEST:

Todd Prafke
City Administrator



City of Saint Peter

Home of Gustavus
Adolphus College

County Seat of
Historic Nicollet County

City Attorney
James W. Brandt

Assistant City Attorney
Stefanie L. Menning

219 West Nassau
P.O. Box 57
Saint Peter, Minnesota
56082

(507) 931-6940
FAX (507) 931-6909



MEMORANDUM

TO: Mayor Strand and Council Members
FROM: James W. Brandt 
DATE: May 9, 2012
RE: Kasota Properties, LLC

Over the past several months, the City Police Department has received numerous complaints about 212 S. Minnesota Avenue, which is the Four Seasons Mall property. These complaints have essentially been in the form of nuisances either garbage strewn about the premises, abandoned vehicles or loud noise complaints. In addition, the landowner has failed to apply for its residential permits and has failed to have the property inspected as required by City Ordinance.

In order to enforce the City Ordinances, I have prepared a Petition and Notice of Hearing and served this upon the landowner, his lender and the tenants. This hearing is scheduled before the City Council on Monday's meeting.

The Petition sets out the facts to support a decision by the Council that Kasota Properties is in violation of City Ordinances in 1) failure to secure a residential housing permit; 2) failure to comply with City Ordinance concerning disorderly house, unlawful assembly or public nuisance; and 3) creating a public nuisance.

The purpose of having a hearing before the Council is to provide the Defendant with certain procedural rights, including the right to be heard and call witnesses prior to the City taking action to impair or reduce the Defendant's right to the property.

Recently the City Building Department has been notified by the landowner's leasing agent that the leasing agent has been retained by the landowner to assist in leasing the property. The leasing agent has made contact with the building officials and Dave Voss has prepared a list of items which must be repaired.

Kasota Properties' attorney has incorporated language into its leases which complies with the City Ordinance. He has provided me with copies of eviction complaints, evicting the disorderly house violations.

Melinda Meyer will do a re-inspection to determine whether or not the nuisances listed in the Petition have been abated.

May 9, 2012

2

The proposed Resolution anticipates that the landowner will be able to produce evidence at the hearing of substantial but not complete compliance with the items requested in the Petition.

Assuming the landowner can demonstrate a good faith effort, my recommendation is to stay the implementation of the Order for a period of 30 days to allow total compliance.

Alternatives and variations: Do not act. Staff will wait for further direction. However, such failure to act will send a negative message to other landlords in the City.

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

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

If you have any questions about this, please feel free to contact me.

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2012-

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

**RESOLUTION ESTABLISHING REQUIREMENT FOR RECEIPT OF RENTAL CERTIFICATE
BY KASOTA PROPERTIES LLC**

WHEREAS, Kasota Properties, LLC, is the owner o the following described real estate situated in the City of Saint Peter, Nicollet County, Minnesota:

The North ½ more or less of Lot 5 in Block 177 ½ in the Town (now City) of St. Peter, Minnesota, according to the Amended Plat thereof on file and of record in the Office of the Register of Deeds, Nicollet County, Minnesota; AND Lot Numbered Six (6) in Block Numbered One Hundred Seventy-seven and one-half (177 ½) in the Town (now City) of St. Peter, Nicollet County, Minnesota, according to the Amended Plat thereof.

WHEREAS, the address of this property is commonly known as 212 - 214 South Minnesota Avenue, Saint Peter, Minnesota, 56082; and

WHEREAS, Community Bank Mankato is the assignee of that certain Assignment of Rents dated January 30, 2009, recorded in the Office of the Nicollet County Recorder on July 8, 2009, as Document No. 284419 by and between Kasota Properties, a Minnesota limited liability company and Community Bank Mankato; and

WHEREAS, the current residential tenants and addresses in the above described premises are:

- A. Burnell Collins - 212 ½ S. Minnesota Avenue, #103;
- B. Victoria H. Farthing - 212 ½ S. Minnesota Avenue, #201;
- C. Sheila M. Putz - 212 ½ S. Minnesota Avenue, #202;
- D. Keisha C. Brown - 212 ½ S. Minnesota Avenue, #203;
- E. Jeremy M. Collins - 212 ½ S. Minnesota Avenue, #206.

WHEREAS, Kasota Properties has failed to apply for and obtain a Rental Certificate as required by City of Saint Peter City Code Section 10-108 for any of the ten (10) residential units located on the above premises; and

WHEREAS, Kasota Properties, LLC, was personally served by the Le Sueur County Sheriff's Office upon Karl Olson, the Manager, on March 14, 2012; and

WHEREAS, Community Bank was served by mail on April 16, 2012; and

WHEREAS, Burnell Collins, Victoria H. Farthing, Sheila M. Putz, Keisha C. Brown and Jeremy M. Collins were all served by mail on April 23, 2012; and

WHEREAS, City Building Inspector David Voss completed a Pre-Rental Inspection on May 2, 2012 and the items required in the inspection set forth in Mr. Voss' email to the agent for Kasota Properties, LLC, on May 7, 2012, are as follows:

1. All egress windows in units should be checked, some do not stay open and others are hard to open;
2. All exit lighting and fire alarms in hallways should be checked;
3. All units need carbon monoxide alarms and smoke detectors in sleeping rooms and adjoining rooms;
4. All entry doors and locks must meet Building Codes criteria for fire rating and locking safety and for security;
5. Unit #103 needs sill on entry door repaired, and the room outside egress window cleaned out;
6. Unit #102 needs repair to entry door;
7. Unit #207 picture unit sash needs to be repaired and window sash also;
8. Unit #208 egress window sash repair;
9. Unit #206 check entry door;
10. Unit #205 check egress window sash;
11. Unit #204 repair electric outlets;
12. Unit #202 need bathroom fan and light repaired. Check egress windows in 2nd bedroom;
13. Unit #201 entry door needs repair and also ceilings need repair;
14. Upstairs mechanical room could not be entered. Keys for entry must be available at time of inspections;
15. The wall on south side of building needs repairs to stop water infiltration and interior damage.

WHEREAS, on November 21, 2011, the City, by its Building Official Dean Busse, did mail Kasota Properties a notice that a public nuisance (noise complaint) was made to the Saint Peter Police Department on October 22, 2011; and

WHEREAS, on November 28, 2011, the City of Saint Peter, by its Building Official Dean Busse, sent Kasota Properties a notice of a second public nuisance complaint; and

WHEREAS, on February 17, 2012, the City of Saint Peter, by its Building Official Dean Busse, sent Kasota Properties a notice of four (4) public nuisance complaints of unlawful assembly; and

WHEREAS, the City of Saint Peter, by its Building Official Dean Busse, sent Kasota Properties a certified letter setting forth its failure to comply; and

WHEREAS, Kasota Properties failed to respond to the certified letter; and

WHEREAS, on March 14, 2012, the Le Sueur County Sheriff served Kasota Properties with a notice of non-compliance; and

WHEREAS, Kasota Properties has demonstrated to the City that it has commenced eviction actions against the tenants who were the subjects of disorderly house violations and modified its leases to provide notice of Saint Peter City Code Section 10-115, Subd. 2; and

WHEREAS, Kasota Properties has completed steps to abate the public nuisance; and

WHEREAS, the City has incurred administrative costs in the sum of \$3,442.20; and

WHEREAS, upon the above facts, the City Council has reached the following conclusions:

1. That all parties were given proper notice and a full opportunity to be heard and present its relevant evidence.
2. That Kasota Properties has failed to obtain a Residential Rental Property Certificate as required by City Ordinance.
3. That it is unlawful for any person to occupy, allow to be occupied or any person occupy the residential rental property at:

The North $\frac{1}{3}$ more or less of Lot 5 in Block 177 $\frac{1}{2}$ in the Town (now City) of St. Peter, Minnesota, according to the Amended Plat thereof on file and of record in the Office of the Register of Deeds, Nicollet County, Minnesota; AND Lot Numbered Six (6) in Block Numbered One Hundred Seventy-seven and one-half (177 $\frac{1}{2}$) in the Town (now City) of St. Peter, Nicollet County, Minnesota, according to the Amended Plat thereof.

4. That Kasota Properties has allowed the residential rental property above described to be used as a disorderly house, unlawful assembly and a public nuisance in violation of City Ordinance.
5. That the City is entitled to be reimbursed its administrative fees and costs.

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

1. All units be vacated until such time as the items set forth in Building Inspector Voss' email to the agent for Kasota Properties, LLC, on May 7, 2012 have been completed and verified by re-inspection by the City Building Official.
2. That Kasota Properties, LLC, be fined the sum of \$3,442.20 which includes the cost of service and its administration costs.
3. That the enforcement of this Resolution shall be stayed until June 14, 2012 and in the event Kasota Properties has failed to complete the items set forth as follows:
 - a. All egress windows in units should be checked, some do not stay open and others are hard to open;

- b. All exit lighting and fire alarms in hallways should be checked;
- c. All units need carbon monoxide alarms and smoke detectors in sleeping rooms and adjoining rooms;
- d. All entry doors and locks must meet Building Codes criteria for fire rating and locking safety and for security;
- e. Unit #103 needs sill on entry door repaired, and the room outside egress window cleaned out;
- f. Unit #102 needs repair to entry door;
- g. Unit #207 picture unit sash needs to be repaired and window sash also;
- h. Unit #208 egress window sash repair;
- i. Unit #206 check entry door;
- j. Unit #205 check egress window sash;
- k. Unit #204 repair electric outlets;
- l. Unit #202 need bathroom fan and light repaired. Check egress windows in 2nd bedroom;
- m. Unit #201 entry door needs repair and also ceilings need repair;
- n. Upstairs mechanical room could not be entered. Keys for entry must be available at time of inspections;
- o. The wall on south side of building needs repairs to stop water infiltration and interior damage.

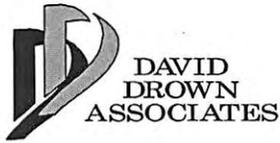
and has failed to pay the fine prior to June 14, 2012, the City Attorney is directed to take all necessary enforcement procedures to enforce this resolution.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 14th day of May, 2012.

Timothy Strand
Mayor

ATTEST:

Todd Prafke
City Administrator



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

May 8, 2012

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

RE: 2012C G.O. Water Revenue Bonds

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

We have been working with City staff to discuss financing alternatives for the refurbishment of an existing water tower. Our recommendation at this time for the implementation of project financing would include the utilization of the Credit Enhancement Program offered by the Minnesota Public Facilities Authority. For a \$500.00 fee, the program provides a limited debt service guarantee from the State of Minnesota that results in a better credit rating, and therefore, a lower interest rate on bonds issued for utility projects. Additionally, the credit rating that is obtained during this process is less expensive as it simply reaffirms the State's credit rating.

If the Council determines that it is appropriate to initiate financing for the proposed project, our recommendations for the structure and sale of bonds would include the following:

Project Cost:

Estimated Construction & Engineering Cost	\$713,766.00
Underwriting	9,312.50
Finance & Legal	16,000.00
Rating & Program Fee	5,000.00
TOTAL PROJECT COST:	\$744,078.50

The funding sources to be utilized to finance project costs are summarized below:

G.O. Water Revenue Bonds	\$745,000.00
Excess Proceeds	(\$921.50)
TOTAL FUNDING SOURCES:	\$744,078.50

Payment and Revenue Requirements:

The City of Saint Peter will be required to apply water system revenues for the repayment of this bond issue. Estimated revenues needed to service this bond issue are projected on the attached preliminary debt service schedule (Exhibit 1). The final revenue requirements will be determined once bids are received for the purchase of the bonds.

\$745,000 General Obligation Water Revenue Bonds:

If the Council chooses to finance the utility project as proposed, David Drown Associates, Inc. recommends the following:

- Bonds callable anytime after 8/1/2018.
- Sale of bonds utilizing a competitive sales process.

- Utilization of PFA's Credit Enhancement Program
- We do recommend purchasing a Standard & Poor's Rating (Based on State's Credit Rating)

Schedule and Issuance:

If determined to be appropriate to proceed, the proposed schedule would be as follows:

May 14, 2012	Authorize Sale Process
June 11, 2012	Award Sale of Bond Issue
June 27, 2012	Closing

Attached you will find a resolution initiating the bond sale process. We recommend that the City Council approve this resolution if it is determined to be appropriate to proceed with the utility project financing as proposed. I will be attending the May 14, 2012 Council meeting to discuss this material in detail. Please feel free to contact me with any questions in the interim.

Sincerely,



Shannon Sweeney
David Drown Associates, Inc.

City of Saint Peter, Minnesota

PRELIMINARY

\$745,000

General Obligation Water Revenue Bonds, Series 2012C - PFA Credit Enhancement

Uses of Funds

Construction Cost		671,436.00
Engineering		42,330.00
Total Project Costs		713,766.00
Underwriter's Discount Allowance	1.2500%	9,312.50
Fiscal Fee		9,000.00
Bond Counsel		4,500.00
Pay Agent/Registrar		1,250.00
Printing & Misc		1,250.00
Rating Agency		4,500.00
PFA Program Fee		500.00
Unused Discount (to D/S Fund)		-
Excess Proceeds (tp D/S Fund)		-
		<u>744,078.50</u>

Sources of Funds

Bond Issue	745,000.00
Cash Contribution	-
Rounding (to D/S Acciynt)	(921.50)
	<u>744,078.50</u>

Bond Details

Set Sale Date	5/14/2012
Sale Date	6/11/2012
Dated Date	6/1/2012
Closing Date	6/27/2012
1st Interest Payment	2/1/2013
Proceeds spent by:	12/31/2012
Call Option	8/1/2018
	<i>to Dated Date</i>
Purchase Price	745,000.00
Net Interest Cost	101,589.58
Net Effective Rate	2.1573%
Average Coupon	1.9595%
Yield (8038G)	1.9665%
WAM - (8038G)	6.2488
WAM - Prior Bonds	N/A
Purchaser	Preliminary
Bond Counsel	Briggs & Morgan, P.A.
Pay Agent	Northland Trust Services, Inc.
Tax Status	Tax Exempt, Bank Qualified
Disclosure	Full
Rebate	\$5 million small issuer exemption

43

Payment Schedule & Cashflow

12-Month Period ending	Payment Schedule				Payment Total	plus 5% Coverage
	Principal	A+ Rate	Interest			
6/1/2012	-		-	-	-	-
8/1/2013	65,000	1.000%	14,732	79,732	79,732	79,732
8/1/2014	65,000	1.000%	11,978	76,978	80,826	80,826
8/1/2015	65,000	1.000%	11,328	76,328	80,144	80,144
8/1/2016	65,000	1.500%	10,678	75,678	79,461	79,461
8/1/2017	65,000	1.500%	9,703	74,703	78,438	78,438
8/1/2018	65,000	1.500%	8,728	73,728	77,414	77,414
8/1/2019	65,000	1.750%	7,753	72,753	76,390	76,390
8/1/2020	70,000	2.000%	6,615	76,615	80,446	80,446
8/1/2021	70,000	2.200%	5,215	75,215	78,976	78,976
8/1/2022	75,000	2.400%	3,675	78,675	82,609	82,609
8/1/2023	75,000	2.500%	1,875	76,875	80,719	80,719
	<u>745,000</u>		<u>92,277</u>	<u>837,277</u>	<u>875,154</u>	

Pledged Revenues			Account Balances	
Water Revenues	Other Revenues	Other Revenues	Surplus (deficit)	Account Balance
			Proceeds to Debt Service Account >	1,833
77,899	-	-	(1,833)	0
80,826	-	-	-	0
80,144	-	-	-	0
79,461	-	-	-	0
78,438	-	-	-	0
77,414	-	-	-	0
76,390	-	-	-	0
80,446	-	-	-	0
78,976	-	-	-	0
82,609	-	-	-	0
80,719	-	-	-	0
<u>873,321</u>	<u>-</u>	<u>-</u>	<u>(1,833)</u>	

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2012 -

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

**RESOLUTION PROVIDING FOR THE COMPETITIVE NEGOTIATED SALE OF \$745,000
GENERAL OBLIGATION WATER REVENUE BONDS, SERIES 2012C**

WHEREAS, the City Council of the City of Saint Peter, Minnesota, has heretofore determined that it is necessary and expedient to issue the City's \$745,000 General Obligation Water Revenue Bonds, Series 2012C (the "Bonds"), to finance the cost of refurbishing an existing water tower; and

WHEREAS, the City has retained David Drown Associates, in Minneapolis, Minnesota ("David Drown"), as its independent financial advisor for the Bonds and David Drown therefore is authorized to sell the Bonds by a competitive negotiated sale in accordance with Minnesota Statutes, Section 475.60, Subdivision 2(9):

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

1. Authorization. The Council hereby authorizes David Drown to solicit bids for the competitive negotiated sale of the Bonds.

2. Meeting; Bid Opening. The Council shall meet at the time and place specified in the Terms of Offering attached hereto as Exhibit A for the purpose of considering sealed bids for, and awarding the sale of, the Bonds. The City Administrator, or designee, shall open bids at the time and place specified in such Terms of Offering.

3. Terms of Offering. The terms and conditions of the Bonds and the negotiation thereof are fully set forth in the "Terms of Offering" attached hereto as Exhibit A and hereby approved and made a part hereof.

4. Official Statement. In connection with said competitive negotiated sale, the officers or employees of the City are hereby authorized to cooperate with David Drown and participate in the preparation of an official statement for the Bonds and to execute and deliver it on behalf of the City upon its completion.

5. Minnesota Public Facilities Authority Credit Enhance Program

A. Form of Minnesota Public Facilities Authority (the "PFA") Credit Enhancement Program Agreement (the "Agreement"); and

B. Application for Participation in the PFA Credit Enhancement Program (the "Application").

1. The Agreement and the Application are authorized and approved in substantially the forms presented to the Council. Submission of the Application to the PFA and

payment of related fees are approved. The City hereby covenants and obligates itself to be bound by the provisions of Minnesota Statutes, Section 446A.086, as it may be amended from time to time. The City understands that as a result of its covenant to be bound by the provisions of Minnesota Statutes, Section 446A.086, the provisions of that section shall be binding as long as any Bonds of this issue remain outstanding.

2. The City hereby covenants and obligates itself to notify the Minnesota Public Facilities Authority of a potential default in the payment of principal and interest on the Bonds and to use the provisions of Minnesota Statutes, Section 446A.086 to guarantee payment of the principal and interest on the Bonds when due. The City further covenants to deposit with the Bond Registrar or any successor paying agent three (3) days prior to the date on which a payment is due an amount sufficient to make that payment or to notify the Minnesota Public Facilities Authority that it will be unable to make all or a portion of that payment. The Bond Registrar for the Bonds is authorized and directed to notify the Minnesota Public Facilities Authority if it becomes aware of a potential default in the payment of principal or interest on the Bonds or if, on the day two (2) business days prior to the payment is due on the Bonds, there are insufficient funds to make that payment on deposit with the Bond Registrar.

3. The City further covenants to comply with all procedures now or hereafter established by the Department of Finance and Minnesota Public Facilities Authority pursuant to Minnesota Statutes, Section 446A.086, subdivision 3 and otherwise to take such actions as necessary to comply with that section. The Mayor and City Clerk are authorized to execute any applicable Minnesota Public Facilities Authority forms and to provide for the payment of the City's application fee of \$500 to the Authority, or will reimburse DDA for their payment of the fee on the City's behalf, which fee is required to be submitted with the executed forms.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 14TH day of May, 2012.

Timothy Strand
Mayor

ATTEST:

Todd Prafke
City Administrator

APPENDIX A
City of Saint Peter, Minnesota
\$745,000
General Obligation Water Revenue Bonds, Series 2012C
(BOOK ENTRY ONLY)

TERMS OF PROPOSAL

Proposals for the Bonds will be received on Monday, June 11, 2011 at 10:30 a.m. Central Time, at the offices of David Drown Associates, Inc., 5029 Upton Avenue South, Minneapolis,

Minnesota, after which time they will be opened and tabulated. Consideration for award of the Bonds will be by the City Council at 7:00 P.M., Central Time, on that same date.

SUBMISSION OF PROPOSALS

Proposals may be submitted in a sealed envelope or by fax (612) 605-2375 to David Drown Associates, Inc. Signed Proposals, without final price or coupons, may be submitted to David Drown Associates, Inc. prior to the time of sale. The bidder shall be responsible for submitting to David Drown Associates, Inc. the final Proposal price and coupons, by telephone (612) 920-3320 or fax (612) 605-2375 for inclusion in the submitted Proposal. David Drown Associates, Inc. will assume no liability for the inability of the bidder to reach David Drown Associates, Inc. prior to the time of sale specified above.

Notice is hereby give that electronic proposals will be received via PARITY[®], in the manner described below, until 11:00 A.M., local time on June 11th, 2012. Bids my be submitted electronically via PARITY[®] pursuant to this Notice until 10:30 A.M., local time, but no bid will be received after the time for receiving bids specified above. To the extent any instructions or directions set forth in PARITY[®] conflict with this Notice, the terms of this Notice shall control. For further information about PARITY[®], potential bidders may contact David Drown Associates, Inc. or PARITY[®] at (212) 806-8304.

Neither the City of Saint Peter nor David Drown Associates, Inc. assumes any liability if there is a malfunction of PARITY. All bidders are advised that each Proposal shall be deemed to constitute a contract between the bidder and the City to purchase the Bonds regardless of the manner of the Proposal submitted.

DETAILS OF THE BONDS

The Bonds will be dated June 1, 2012, as the date of original issue, and will bear interest payable on February 1 and August 1 of each year, commencing February 1, 2013. Interest will be computed on the basis of a 360-day year of twelve 30-day months.

The Bonds will mature August 1 in the years and amounts as follows:

<u>Year</u>	<u>Amount</u>	<u>Year</u>	<u>Amount</u>
2013	\$ 65,000	2019	\$ 65,000
2014	65,000	2020	70,000
2015	65,000	2021	70,000
2016	65,000	2022	75,000
2017	65,000	2023	75,000
2018	65,000		

TERM BOND OPTION

Bids for the bonds may contain a maturity schedule providing for a combination of serial bonds and term bonds; provided that no serial bond may mature on or after the first mandatory sinking fund redemption date of any term bond. All term bonds shall be subject to mandatory sinking fund redemption and must conform to the maturity schedule set forth above at a price of par plus accrued interest to the date of redemption. In order to designate term bonds, the bid must

specify as provided on the Proposal Form.

BOOK ENTRY SYSTEM

The Bonds will be issued by means of a book entry system with no physical distribution of Bonds made to the public. The Bonds will be issued in fully registered form and one Bond, representing the aggregate principal amount of the Bonds maturing in each year, will be registered in the name of Cede & Co. as nominee of The Depository Trust Company ("DTC"), New York, New York, which will act as securities depository of the Bonds. Individual purchases of the Bonds may be made in the principal amount of \$5,000 or any multiple thereof of a single maturity through book entries made on the books and records of DTC and its participants. Principal and interest are payable by the registrar to DTC or its nominee as registered owner of the Bonds. Transfer of principal and interest payments to participants of DTC will be the responsibility of DTC; transfer of principal and interest payments to beneficial owners by participants will be the responsibility of such participants and other nominees of beneficial owners. The purchaser, as a condition of delivery of the Bonds, will be required to deposit the Bonds with DTC.

REGISTRAR

The City will name Northland Trust Services, Inc., Minneapolis, MN, as registrar for the Bonds. Northland Trust shall be subject to applicable SEC regulations. The City will pay for the services of the registrar.

OPTIONAL REDEMPTION

The City may elect on August 1, 2018 and on any day thereafter, to prepay Bonds due on or after August 1, 2019. Redemption may be in whole or in part and if in part at the option of the City and in such manner as the City shall determine. If less than all Bonds of a maturity are called for redemption, the City will notify DTC of the particular amount of such maturity to be prepaid. DTC will determine by lot the amount of each participant's interest in such maturity to be redeemed and each participant will then select by lot the beneficial ownership interests in such maturity to be redeemed. All prepayments shall be at a price of par plus accrued interest.

SECURITY AND PURPOSE

The Bonds will be general obligations of the City for which the City will pledge its full faith and credit and power to levy direct general ad valorem taxes. In addition, the City will pledge revenues from the City's water utility. The proceeds will be used to finance the refurbishment of an existing water tower within the City.

TYPE OF PROPOSALS

Proposals shall be for not less than \$736,687.50 (98.75%) and accrued interest on the total principal amount of the Bonds. Proposals shall be accompanied by a Good Faith Deposit ("Deposit") in the form of a certified or cashier's check or a Financial Surety Bond in the amount of \$14,900 payable to the order of the City. If a check is used, it must accompany each proposal. If a Financial Surety Bond is used, it must be from an insurance company licensed to issue such a bond in the State of Minnesota, and pre-approved by the City. Such bond must be submitted to David Drown Associates, Inc. Incorporated prior to the opening of the proposals. The Financial Surety Bond must identify each underwriter whose Deposit is guaranteed by such

Financial Surety Bond. If the Bonds are awarded to an underwriter using a Financial Surety Bond, then that purchaser is required to submit its Deposit to David Drown Associates, Inc. in the form of a certified or cashier's check or wire transfer as instructed by David Drown Associates, Inc. not later than 3:30 P.M., Central Time, on the next business day following the award. If such Deposit is not received by that time, the Financial Surety Bond may be drawn by the City to satisfy the Deposit requirement. The City will deposit the check of the purchaser, the amount of which will be deducted at settlement and no interest will accrue to the purchaser. In the event the purchaser fails to comply with the accepted proposal, said amount will be retained by the City. No proposal can be withdrawn or amended after the time set for receiving proposals unless the meeting of the City scheduled for award of the Bonds is adjourned, recessed, or continued to another date without award of the Bonds having been made. Rates shall be in integral multiples of 5/100 or 1/8 of 1%. Rates must be in ascending order. Bonds of the same maturity shall bear a single rate from the date of the Bonds to the date of maturity. No conditional proposals will be accepted.

AWARD

The Bonds will be awarded on the basis of the lowest interest rate to be determined on a net interest cost (NIC) basis. The City's computation of the interest rate of each proposal, in accordance with customary practice, will be controlling. The City will reserve the right to waive non-substantive informalities of any proposal or of matters relating to the receipt of proposals and award of the Bonds, reject all proposals without cause, and reject any proposal which the City determines to have failed to comply with the terms herein.

BOND INSURANCE AT PURCHASER'S OPTION

If the Bonds qualify for issuance of any policy of municipal bond insurance or commitment therefor at the option of the underwriter, the purchase of any such insurance policy or the issuance of any such commitment shall be at the sole option and expense of the purchaser of the Bonds. Any increased costs of issuance of the Bonds resulting from such purchase of insurance shall be paid by the purchaser, except that, if the City has requested and received a rating on the Bonds from a rating agency, the City will pay that rating fee. Any other rating agency fees shall be the responsibility of the purchaser. Failure of the municipal bond insurer to issue the policy after Bonds have been awarded to the purchaser shall not constitute cause for failure or refusal by the purchaser to accept delivery on the Bonds.

CUSIP NUMBERS

If the Bonds qualify for assignment of CUSIP numbers such numbers will be printed on the Bonds, but neither the failure to print such numbers on any Bond nor any error with respect thereto will constitute cause for failure or refusal by the purchaser to accept delivery of the Bonds. The purchaser shall pay the CUSIP Service Bureau charge for the assignment of CUSIP identification numbers.

SETTLEMENT

Within 40 days following the date of their award, the Bonds will be delivered without cost to the purchaser at a place mutually satisfactory to the City and the purchaser. Delivery will be subject to receipt by the purchaser of an approving legal opinion of bond counsel, and of customary closing papers, including a no-litigation certificate. On the date of settlement payment for the Bonds shall be made in federal, or equivalent, funds which shall be received at the offices of the

City or its designee not later than 12:00 Noon, Central Time. Except as compliance with the terms of payment for the Bonds shall have been made impossible by action of the City, or its agents, the purchaser shall be liable to the City for any loss suffered by the City by reason of the purchaser's non-compliance with said terms for payment.

CONTINUING DISCLOSURE

On the date of the actual issuance and delivery of the Bonds, the City will execute and deliver a Continuing Disclosure Undertaking where under the City will covenant to provide, or cause to be provided, annual financial information, including audited financial statements of the City, and notices of certain material events, as specified in and required by SEC Rule 15c2-12(b)(5).

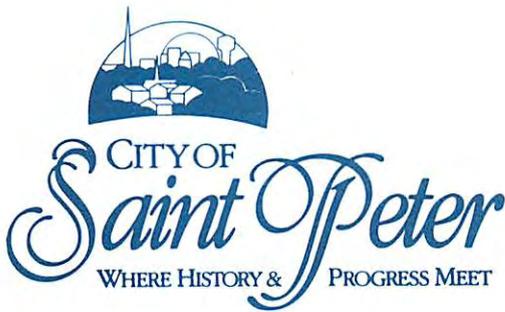
OFFICIAL STATEMENT

The City has authorized the preparation of an Official Statement containing pertinent information relative to the Bonds, and said Official Statement will serve as a nearly final Official Statement within the meaning of Rule 15c2-12 of the Securities and Exchange Commission. For copies of the Official Statement or for any additional information prior to sale, any prospective purchaser is referred to the Financial Advisor to the City, David Drown Associates, Inc., 5029 Upton Avenue South, Minneapolis, Minnesota 55410, and telephone (612) 920-3320.

The Official Statement, when further supplemented by an addendum or addenda specifying the maturity dates, principal amounts and interest rates of the Bonds, together with any other information required by law, shall constitute a "Final Official Statement" of the City with respect to the Bonds, as that term is defined in Rule 15c2-12. By awarding the Bonds to any underwriter or underwriting syndicate submitting a proposal therefor, the City agrees that, no more than seven business days after the date of such award, it shall provide without cost to the senior managing underwriter of the syndicate to which the Bonds are awarded 90 copies of the Official Statement and the addendum or addenda described above. The City designates the senior managing underwriter of the syndicate to which the Bonds are awarded as its agent for purposes of distributing copies of the Final Official Statement to each Participating Underwriter. Any underwriter delivering a proposal with respect to the Bonds agrees thereby that if its proposal is accepted by the City (i) it shall accept such designation and (ii) it shall enter into a contractual relationship with all Participating Underwriters of the Bonds for purposes of assuring the receipt by each such Participating Underwriter of the Final Official Statement.

Dated: 14 May, 2012

BY ORDER OF THE CITY COUNCIL
/s/ Todd Prafke
City Administrator



Memorandum

TO: Honorable Mayor Strand
Members of the City Council

DATE: 5/10/12

FROM: City Administrator Prafke
Fire Chief Quade

RE: Pumper Truck Bids

ACTION/RECOMMENDATION

Provide authorization for receipt of bids for a new pumper truck for the Fire Department.

BACKGROUND

The Fire Department formed a Truck Committee that has been working for over two years on needs and wants of the Department and translating those needs and wants into specifications that would allow for a competitive bid of a new pumper truck and associated equipment. The highlights of the specifications call for the following:

- Model 348 Peterbilt chassis for Fire Engine Pumper application
- Type 304 Stainless steel specification/ lifetime warranty on stainless steel body fabrication. Lifetime sub-frame warranty-stainless steel. Lifetime water and foam tank warranty
- 200SP Waterous 200 CFM. Single agent Compressed Air Foam System (CAFS).
- Will-Burt Nightscan Light tower, 240 Volt lighting.
- Waterous Model CSUC20 -1750, Class A single stage centrifugal pump 1750 gpm;
- Pumper equipment specifications in bid.

You may recall two discussions on this issue over the last year and as a part of your tour of the Fire Hall in February. Our goal continues to be to meet the fire suppression needs for Saint Peter and the surrounding communities, while keeping up-to-date equipment that meets the needs for safety of the Department and our Firefighters. At the time we last purchased a fire truck, now over 10 years ago, we set a goal for this replacement at seven years due to age and condition of the current Truck #501 and the anticipated life certified usefulness of that truck. As you may recall, Truck #501 is now unable to pass a number of the testing requirements for pumping pressures and volumes.

The specifications for this pumper truck are similar in nature to our first line pumper. The Department anticipates the a total cost of chassis, boxes and equipment to be about \$550,000. This includes about \$40,000 in equipment. It is anticipated that bids could be acted upon, if approved, in September of this year at which time a payment of about \$120,000 would be due

for the chassis. Based on that timeline, delivery of the completed truck and equipment would be in early 2013.

The City currently has funds of about \$40,000 set aside from the receipt of fire call dollars for purchases of this type. This is now, under the recent Township Fire Contracts, a cost that is able to be incorporated into the fees we charge the Townships for service. The remaining funding need would be debt service through an equipment certificate issued in late 2012 or early 2013 depending on the interest rate environment and delivery date.

The Department has been successful in receiving grants and you may recall that we purchased a Tanker with grant funds about 4 years ago.

We do not believe there will be a large or strong market for the sale of the #501 Pumper due to its condition and all the reasons we are looking to replace it. It has been suggested that there may be some value to donate the truck to our Sister City, Petatlan should an opportunity be provided.

It is anticipated that the request for solicitation of bids will come before the Council at its May 14th meeting. We will both be at the workshop on May 7th to provide more specific details about the truck and equipment if you have questions.

FISCAL IMPACT:

There will be a slight cost to advertise the receipt of bids for this truck purchase.

ALTERNATIVES/VARIATIONS:

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

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

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

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

TP/RQ/bal

501 PUMPER TRUCK

- 1978 Ford
1250 GPM Pump
Carries 1000 gal
of water
- \$78,000 New
- 34 years old

- Used for city,
all rural fires and
mutual aid calls

es



Timeline of Scheduled Replacement

*Denotes proposed purchase and replacement

53

Current Truck Fleet	Year Purchased	Vehicles to be Replaced	Year Replaced
507-Blocking Truck	1982	*501 Pumper Age-31 yrs	2012
509-Grass Rig	1984	*508 Snorkel Age-46 yrs	2017
502-Equipment Truck	1987	*505 Tanker Age-40 yrs	2019 (Replaced)
506-Pumper	2003	*511 Pumper Age-28 yrs	2022
*512?-Pumper	2009		
*513?-Aerial Truck	2014		
*514?-Tanker	2019		
*515?-Pumper	2024		

- **The Timeline of Scheduled Replacement is only a guideline and purchases of exact truck type may vary depending on need.**
- **Replacement of smaller, less costly vehicles such as the “Grass Truck” or the “Blocking Truck” may need to be purchased within any given 5 year schedule depending on need.**

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2012 -

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

**RESOLUTION AUTHORIZING RECEIPT OF BIDS FOR PUMPER TRUCK PURCHASE FOR
FIRE DEPARTMENT**

WHEREAS, the pumper truck (#501) used by the Fire Department is unable to pass a number of the testing requirements to remain certified as a Fire vehicle; and

WHEREAS, the Fire Department has formed a committee to review the vehicle needs of the Department and to develop specifications for competitive bidding for replacement of vehicles; and

WHEREAS, the Fire Department has developed specifications for a replacement pumper truck and recommends the process for receipt of bids be initiated.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SAINT PETER, NICOLLET COUNTY, MINNESOTA, THAT: the Fire Department is hereby authorized to advertise for and receive bids for a replacement pumper truck based on the specifications developed by the Fire Truck Committee.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 14th day of May, 2012.

Timothy Strand
Mayor

ATTEST:

Todd Prafke
City Administrator



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

TO: Todd Prafke
City Administrator

DATE: 5/7/2012

FROM: Ronald D. Quade
Fire Chief

RE: Equipment Purchase Request

ACTION/RECOMMENDATION

The Fire Department seeks approval for the purchase of a new 800 Polaris Ranger Trac system, trailer, and other accessories from Vetter Sales and Service in the total price of approximately \$30,452.46.

BACKGROUND

The members of the Saint Peter Fire Department would like to purchase the following equipment:

- One 2012 Ranger 800 ESP Red and associated listed accessories - \$14,377.92
- One set Mattrack XY-UR HD SPROSITIVE track system and brackets - \$9,267.00
- One Bear BTU 82144 all aluminum trailer - \$1,999.00
- Associates accessories including a poly tank/pump and hose system and insert rescue bed -- approximately \$4,808.54

The Department has been involved in several grass fires over the years which are always difficult to contain and extinguish due to the terrain of the river valley. At a recent peat/grass fire the Department saw the benefits of the Ranger Trac system which allowed responders to go anywhere in the peat terrain without getting stuck. The use of this equipment would allow us to expand our firefighting capabilities in rugged or boggy terrain which usually renders our pumpers and tanker trucks useless. This vehicle can also be used to quickly transport water and Firefighters which gives us an advantage when fighting the fire.

Members of the Department discussed options for funding this purchase and offer the following funding scenario;

- Accept grant funds from the Nicollet County Sheriff's Office
 - \$3,900 in fiscal year 2012
 - \$4,100 in fiscal year 2013
- A five year interest free loan from the City in an amount up to \$9,000
 - To be repaid through the continued fundraising efforts of the Fire Department through bingo at the Redman Club and American Legion. This would be an extension of the Uniform "loan" currently in place. There is about \$3,100 still owed from this original sum.
- Remaining funding in the amount of \$13,452.46 paid by the City Fire Department Budget.

In order to take advantage of the grant funding from the Sheriff's Office, we must complete the purchase by June 1, 2012.

The City of Saint Peter is an equal opportunity provider

Quotes were requested from other vendors, but only Polaris was able to provide a unit with power steering and the specified motor size. This system is the preferred choice of the Fire Department membership based on reliability of similar units, the availability of government discounts from Polaris and Vetter Sales and Service and accessibility to parts and repairs by Vetter Sales and Service.

The total cost of this unit and related accessories is expected to be \$30,452.46.

The requests for this purchase include the following:

- Acceptance of an \$8,000 donation from the Nicollet County Sheriff's Department.
- Approval of a five year interest free loan from the City in the amount of \$9,000
- Unbudgeted funding from the City in the amount of approximately \$13,452.46.

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

Respectfully



Ronald D. Quade
Fire Chief

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2012 -

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

RESOLUTION APPROVING PURCHASE OF TRACKED VEHICLE FOR FIRE DEPARTMENT USE

WHEREAS, the Fire Department provides services to rural areas surrounding Saint Peter; and

WHEREAS, the Minnesota River Valley terrain includes peat areas which are difficult and sometimes impossible for Fire Department vehicles to access; and

WHEREAS, the Nicollet County Sheriff's Department has offered grant funds in the amount of \$8,000 to be used towards purchase of a tracked vehicle that would allow for delivery of Firefighters, equipment and water through grassy and peat filled terrain; and

WHEREAS, the Fire Department has also asked for loan funds from the City to finance the purchase to be paid back through fundraising efforts.

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

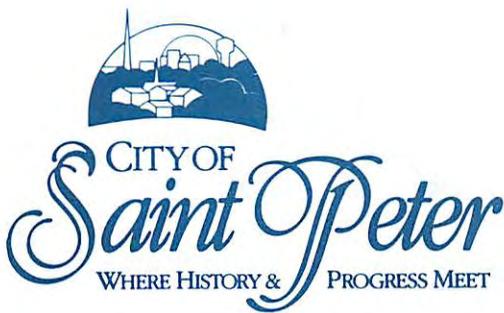
1. The City hereby accepts grant funds from the Nicollet County Sheriff's Office as follows:
 - o \$3,900 in fiscal year 2012
 - o \$4,100 in fiscal year 2013
2. The City shall provide a five year interest free loan to the Fire Department in an amount up to \$9,000 from General Fund Reserves. The loan shall be repaid through the continued fundraising efforts of the Fire Department through bingo at the Redman Club and American Legion.
3. The remaining funding in the amount of \$13,216 will be funded by the City Fire Department budget using General Fund Reserves.
4. Fire Department staff is authorized to proceed with purchase of the following vehicle and equipment from Vetter Sales and Service:
 - One 2012 Ranger 800 ESP Red and associated listed accessories - \$14,377.92
 - One set Mattrack XY-UR HD SPROSITIVE track system and brackets - \$9,267.00
 - One Bear BTU 82144 all aluminum trailer - \$1,999.00
 - Associates accessories including a poly tank/pump and hose system and insert rescue bed – \$4,808.54
 - Total of \$30,452.46

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 14th day of May, 2012.

Timothy Strand
Mayor

ATTEST:

Todd Prafke
City Administrator



Memorandum

TO: Honorable Mayor Strand
Members of the City Council

DATE: 5/10/12

FROM: Todd Prafke
City Administrator

RE: Request For City Assistance: Livestock

Action/Recommendation

Provide approval for limited City assistance for the Livestock event to be held in Minnesota Square Park on June 2, 2012.

Background

Organizers of "Livestock" have approached the City requesting assistance for a fundraising event to be held in Minnesota Square on June 2nd. This is the fifth year this event will be held and I believe the third year it is being held in Minnesota Square Park. Previously it was hosted at a private residence.

Staff has had contact with the organizers regarding the request for assistance. We have reviewed issues that occurred in previous years and believe these issues are being adequately addressed by the organizers. The request letter is enclosed for Council consideration.

Staff recommends the following be approved:

- Approval for use of Minnesota Square Park on June 1, 2012 for setup, June 2, 2012 for the event and June 3, 2012 for cleanup and removal of event items.
- Music performances are authorized on June 2, 2012, however all music must end by 10:00 p.m.
- Organizers may host a petting zoo in the park on June 2, 2012 provided all animal waste is removed by the end of the event and the turf is restored to pre-event condition. The petting zoo must be located on the south side of the park just west of the gate near the intersection with South Third Street. Organizers must ensure the petting zoo operator is fully licensed by the State of Minnesota and that the zoo operator carries valid liability insurance.
- Approval for use of City streets for the 5K run planned for June 2, 2012.
- Approval for use of electricity in the park.
- Authorization for installation of two stages for musical entertainment in the park. Installation will be done by the organizers.

- Authorization for installation of inflatable jumpers and slides in the park. Installation will be done by the organizers.
- Merchandise and food vendors to operate in the park
- Authorization for use of the restroom facility in the park.

The organizers would be responsible for:

- Organizers will need to provide for porta-potties and garbage and recycling collection for the event.
- If any of the set-up includes stakes or tents that are fastened to the ground organizers must contact Gopher State One Call (#811) 48 hours before staking into the ground or erecting the tents. Damage to turf must be kept to a minimum.
- Organizers must ensure that food and merchandise vendors receive the appropriate permits from the City and/or Nicollet County before the event begins. Vendors without the appropriate licensure must not be allowed to participate in the event.
- Street parking will be on a first-come, first-served basis.
- Returning the park to pre-event condition
- Controlling vehicles in the park and limiting those vehicles who do drive in the park to those doing set-up and takedown only. Organizers must also ensure no vehicles drive across the pathways/sidewalks except at designated locations or across the ball fields.
- Organizers must provide to the City, by no later than May 28, 2012, a Certificate of Insurance in an amount not less than \$1,500,000 naming the City of Saint Peter as an additional insured.
- Organizers must announce throughout the event that pets are not allowed in Minnesota Square Park and ask pet owners to remove their pets from the park.

Other than allowing use of the streets, the City would not provide assistance of any kind for the 5k run.

Fiscal Impact:

Cost to the City for providing the requested assistance would be approximately \$1,250.

Alternatives and Variations:

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

Denial: No further action will be taken without additional direction from the Council and the organizers will be notified of the Council's decision.

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

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

TP/bal



April 25, 2012

Todd Prafke, City Administrator
City of Saint Peter
227 South Front Street
St. Peter, MN 56082

RE: Notice of Fundraising Event @ Minnesota Square Park - Livestock 2012 & 5k Run

Dear Administrator Prafke:

The Livestock Committee would like to inform you of the Livestock event being held Saturday, June 2, 2012 in Minnesota Square Park.

The goal of Livestock is to raise funds to purchase barnyard animals (livestock) through the World Vision organization for needy children and families in undeveloped countries. Event attendees will have the opportunity to sponsor a World Vision child or donate money towards animals for World Vision families. Over the last 4 years, more than \$60,000.00 was raised during the event. To learn more about the World Vision organization and Livestock, link to: www.worldvision.org and www.livestockmn.com

Please accept this letter as official notification for the fundraising event at Minnesota Square Park on June 2nd. Along with the opportunity to help give to those in need, the event will also provide families and friends the opportunity to enjoy an early Summer Saturday together enjoying good music in a relaxed family-friendly atmosphere. Main features of the event include a morning 5k run, live music throughout the day, a petting zoo, crafts, food and World Market run by Livestock, Inc., and inflatable bouncers/slides for children. Further details regarding the event are as follows:

Request:

The 2012 Livestock Committee is requesting comments from applicable City of St. Peter Departments regarding a fundraising event called "Livestock" and "Livestock 5k Run".

Location:

- * The Livestock event will be held at Minnesota Square Park.
- * The Livestock 5k Run will start and end at Minnesota Square Park. The route will run north and south along the same route as the 2010 and 2011 Livestock 5K.

Event Specifics:

Type of Event

- * "Livestock/Livestock 5k Run" is a family-orientated music and fundraising event.

Date/Time

- * The event will run from 10:00 am – 9:30 pm on Saturday, June 2, 2012.
- * Setup will occur on Friday, June 1, 2012.
- * Takedown will occur on Saturday, June 2 and Sunday June 3.
- * The Livestock 5k Run will occur the morning of Saturday, June 2 at 8:00 am. With registration from 7:00-7:45 am.

Ages

- * All ages are welcome at the event.

5k Run

- * Run volunteers will help at intersection crossings.
- * Run volunteers will wear visible vests and carry flags.
- * Due to the short length of the race, only one water station will be provided along the route.
- * Refreshments and snacks will be provided at the end of the race.
- * If available, Police Department assistance is requested at intersection crossings.

- * If available, orange cones from the Public Works Department are requested.
- * The race will be a certified race.
- * Anderson Race Management, a race management firm, will control the race and race times.

Entertainment

- * Kids activities, including inflatable jumpers and slides.
- * Live music throughout the day.
- * Petting Zoo.

Food/Drinks

- * Alcoholic beverages and glass bottles are prohibited during the event.
- * Coolers are permitted.
- * Food Vendors will be available on-site.

Event Occupancy

- * Approximately 1,000 people may attend the event.

Restrooms

- * Public restrooms with running water are available on-site
- * Four portable-toilets will be provided.

Parking

- * On-street parking will be available around the perimeter of Minnesota Square Park along Elm Street, 4th Street, and College Avenue. Parking along Minnesota Avenue is prohibited.
- * Off-street (in-park) parking will be discouraged, and will only be allowed temporarily for setup and takedown purposes. Driving on pathways is prohibited.

Insurance

- * Insurance will be covered by Livestock, Inc.

Refuse / Recycling

- * City of St. Peter garbage and recycling bins are available on-site.
- * Additional garbage and recycling containers will be provided (Waste Management event containers).
- * Pets and pet waste are prohibited.

Noise

- * Neighbors around the perimeter of Minnesota Square Park will be notified of the event by mail and/or by home visit.

Livestock Board Members Alex Hass, Andrew Lundquist, and I are available to attend one of your Monday City Department Head meetings to answer any questions that you may have regarding Livestock. Please let us know if you would like us attend a Department Head or City Council meeting.

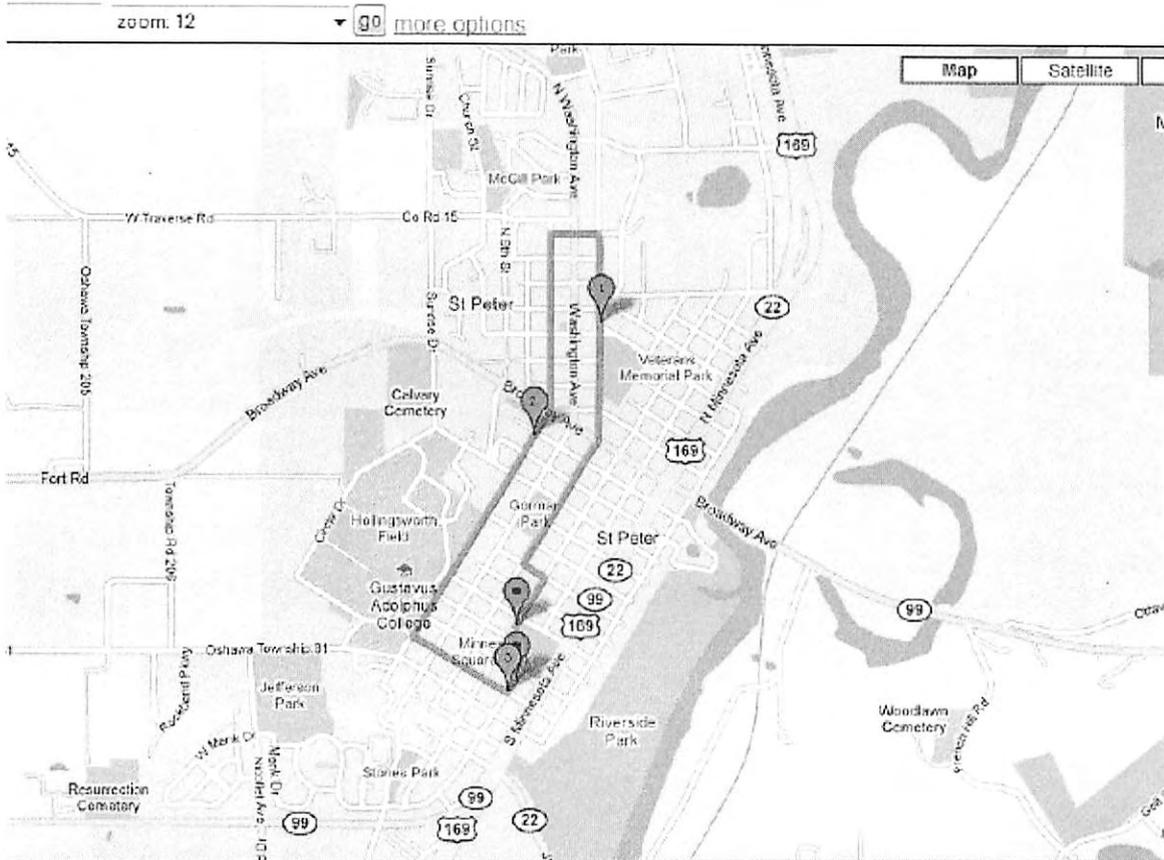
For further information, you can contact Livestock Board Member Jill Hass at 507-934-2390 or jtah@hotmail.com (email) with any questions. Attached to this letter is a proposed site layout and 5k route map. You and your family, City staff, and the City Council are all welcome and encouraged to attend this fun event. Please send your reply to: Jill Hass, 1409 Rockbend Pkwy., St. Peter, MN 56082.

Sincerely,

Jill R. Hass
Livestock Founder and Board Member

Enclosure: Livestock Site Layout @ Minnesota Square Park

Livestock 5k Run Route Map



CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2012 -

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

RESOLUTION APPROVING REQUEST FOR CITY ASSISTANCE: LIVESTOCK EVENT

WHEREAS, the organizers of "Livestock" a fundraising event through the World Vision organization, have requested City assistance for an event in Minnesota Square Park on June 2, 2012; and

WHEREAS, staff has reviewed the request for assistance and had further discussion with the organizers; and

WHEREAS, staff recommends approval be provided.

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

1. The request for City assistance for the Livestock event on June 2, 2012 in Minnesota Square Park is hereby approved as follows:

- Use of Minnesota Square Park on June 1, 2012 for setup, June 2, 2012 for the event, and June 3, 2012 for cleanup and removal of event items.
- Music performances are authorized on June 2, 2012, however all music must end by 10:00 p.m.
- Organizers may host a petting zoo in the park on June 2, 2012 provided all animal waste is removed by the end of the event and the turf is restored to pre-event condition. The petting zoo must be located on the south side of the park just west of the gate near the intersection with South Third Street. Organizers must ensure the petting zoo operator is fully licensed by the State of Minnesota and that the zoo operator carries valid liability insurance.
- Use of City streets for the 5K run planned for June 2, 2012.
- Use of electricity in the park.
- Installation of two stages for musical entertainment in the park. Installation will be done by the organizers.
- Installation of inflatable jumpers and slides in the park. Installation will be done by the organizers.
- Merchandise and food vendors.
- Use of the restroom facility in the park.

2. The organizers will be responsible for:

- Organizers will need to provide for porta-potties and garbage and recycling collection for the event.
- If any of the set up includes stakes or tents that are fastened to the ground organizers must contact Gopher State One Call (#811) 48 hours before staking into the ground or erecting the tents. Damage to turf must be kept to a minimum.
- Organizers must ensure that food and merchandise vendors receive the appropriate permits from the City and/or Nicollet County before the event begins. Vendors without the appropriate licensure must not be allowed to participate in the event.
- Street parking will be on a first-come, first-served basis.
- Returning the park to pre-event condition.

66

- Controlling vehicles in the park and limiting those vehicles who do drive in the park to those doing set-up and takedown only. Organizers must also ensure no vehicles drive across the pathways/sidewalks, except at designated locations, or across the ball fields.
- Organizers must provide to the City, by no later than May 28, 2012, a Certificate of Insurance in an amount not less than \$1,500,000 naming the City of Saint Peter as an additional insured.
- Organizers must announce throughout the event that pets are not allowed in Minnesota Square Park and ask pet owners to remove their pets from the park.

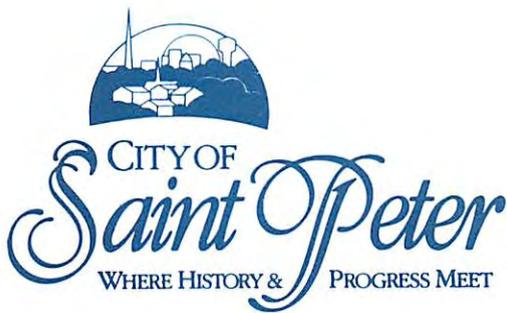
3. The City will not provide assistance of any kind for the 5k run.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 14th day of May, 2012.

Timothy Strand
Mayor

ATTEST:

Todd Prafke
City Administrator



Memorandum

TO: Todd Prafke
City Administrator

DATE: 05/10/12

FROM: Lewis Giesking
Director of Public Works

RE: 2012 Street Maintenance Program

ACTION/RECOMMENDATION

It is recommended the City Council approve the 2012 Street Maintenance Program with a revised budget of \$315,480.

BACKGROUND

In 2012, the street maintenance program will consist of crack sealing, full depth asphalt patching, seal coating, curb and gutter and sidewalk repairs, and replacement of some damaged handicapped ramps that have plastic truncated domes. This past winter had mild temperatures and a minimum of snow; therefore, the street surface stayed in very good condition with a minimum of cracking. Staff is recommending the budgeted amount for crack sealing and the budgeted amount for sign replacement be used for seal coating. Staff has replaced all Regulatory, Warning and Informational signs within the city with the new DG3 reflective signs. The information and street names signs do not need to be replaced until 2021.

Costs for asphalt oil, labor and equipment are estimated to increase twenty percent (20%) over last year. The price has more than doubled in the last five years. The budget for the street maintenance program in 2007 was \$314,500 compared to the \$315,480 proposed for 2012.

The proposed route for sealing coating is shown in the attached list, which is approximately 107 blocks within the city. Staff has listed five additional options if money allows and they are listed on the seal coat route map that is attached (these areas will only be done if there is enough funding). Full depth asphalt patching in additional areas citywide, which are listed on the maps attached. The focus of the 2012 street maintenance program is to stay within budget, yet keep up with maintenance of our street infrastructure. The primary goal is to keep water from penetrating the street surface. An example of what happens when asphalt is not sealed in a timely manner can be seen on the road surface in Nichols Court as it starts "alligator" cracking.

Staff is continuing to monitor and evaluate new products to preserve the asphalt streets which extend the time period for maintenance and asphalt preservation. The street maintenance program has been based on resealing the asphalt streets every five years, which is, by experience, the optimal period for maintaining a water tight surface. As the newer products are improved it is anticipated to stretch the current five year plan to eight years before a street has to be resealed.

Below is the breakdown of the proposed 2012 Street Maintenance Program. (Required funding is the amount needed to keep up with the maintenance needs.)

Item	<u>Optimal Work Cost</u>		<u>Budgeted Funding</u>		<u>Proposed Program</u>	
	Quantity	Cost	Quantity	Cost	Quantity	Cost
Winter Salt & Sand	750 tons	\$24,000	750 tons	\$24,000	750 tons	\$24,000
Cold Mix	10 tons	\$1,000	10 tons	\$1,000	10 tons	\$1,000
Gravel	70 tons	\$1,500	22 tons	\$500	22 tons	\$500
Stone Only	3,000 tons	\$54,000	2,400 tons	\$44,000	1,800 tons	\$32,760
Stone Delivery	3,000 tons	\$9,600	0	0	1,800 tons	\$6,720
Seal Coat	178 blks	\$220,000	50 blks	\$78,000	107 blks	\$127,000
Crosswalk Paint		\$6,000		\$6,000		\$3,000
Asphalt Full Depth Patch	2,500 tons	\$125,000	2,000 tons	\$100,000	1,750 tons	\$95,000
Crack Sealing	28,000 lbs	\$56,000	20,000 lbs	\$40,000	0	0
Alley Entrance Replacement		\$20,000		0		0
Sidewalk, Curb & Handicap		\$25,000		\$20,000		\$20,000
Stormwater Permits		\$6,000		\$4,000		\$4,000
Weed Spray		\$2,500		\$1,500		\$1,500
Sign Replacement Program		\$10,000		\$7,500		0
Total		\$560,600		\$326,500		\$315,480

Several sidewalk repairs and replacements will be done as needed within the city. Staff will be evaluating and replacing some of the plastic truncated domes on the west side of the city along with some areas of sidewalk in the downtown area.

FISCAL IMPACT:

The Street Maintenance program would be funded from the Street Budget.

ALTERNATIVES/VARIATIONS:

Do not act: Street maintenance will be delayed.

Negative Votes: Staff will await further direction regarding the 2012 Street Maintenance program.

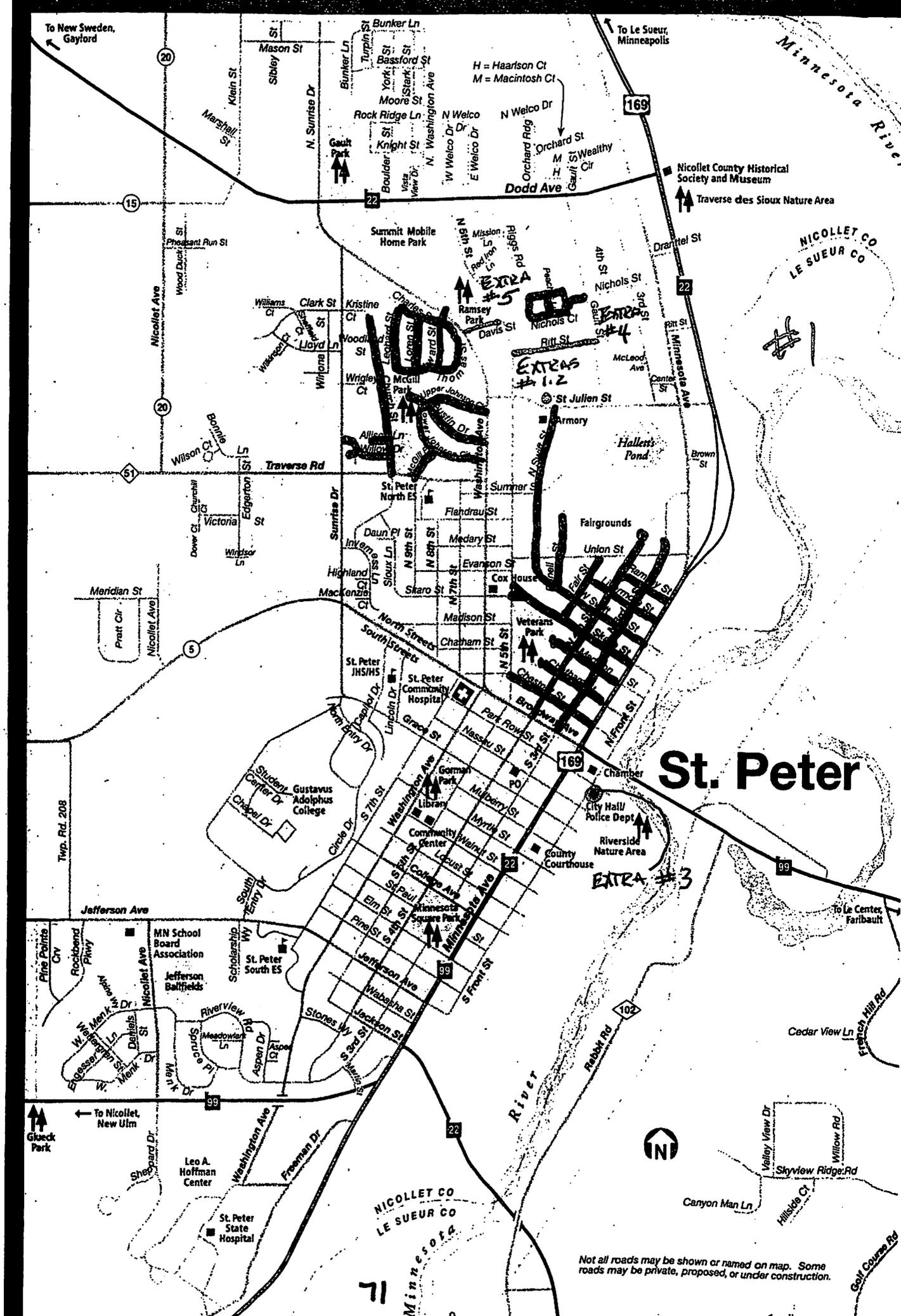
Modification of the Resolution: This is always an option of the Council.

Tim Mayo, Maintenance Superintendent assisted with the preparation of this memo.

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

LGG/vwt

St. Peter Area Map



Not all roads may be shown or named on map. Some roads may be private, proposed, or under construction.

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2012 –

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

RESOLUTION APPROVING REVISED STREET MAINTENANCE PROGRAM FOR 2012

WHEREAS, the budget for the street maintenance has been reduced due to funding restrictions; and

WHEREAS, the winter of 2011-2012 was mild which resulted in minimal street damage; and

WHEREAS, crack sealing is not proposed for 2012; and

WHEREAS, the proposed 2012 street maintenance program is focused on minimizing water penetration in the street.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SAINT PETER, NICOLLET COUNTY, MINNESOTA, THAT: the 2012 street maintenance program is hereby approved in the following amounts:

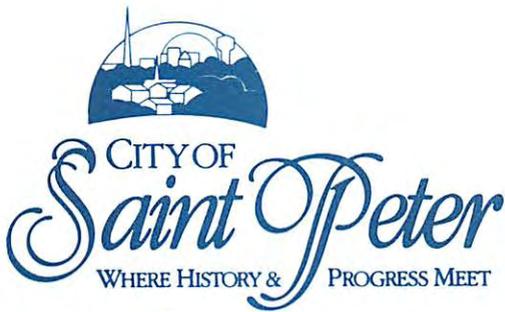
Winter Salt & Sand	\$ 24,000
Cold Mix	\$ 1,000
Gravel	\$ 500
Stone only	\$ 32,760
Stone Delivery	\$ 6,720
Seal coat	\$127,000
Crosswalk Paint	\$ 3,000
Asphalt Full Depth Patch	\$ 95,000
Crack Sealing	\$ 0
Alley entrance replacement	\$ 0
Sidewalk, curb and Handicaps	\$ 20,000
Storm Water Permits	\$ 4,000
Weed Spray	\$ 1,500
Signs Replacement Program	\$ 0
TOTAL	\$315,480

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 14th day of May 2012.

Timothy Strand
Mayor

ATTEST:

Todd Prafke
City Administrator



Memorandum

TO: Todd Prafke
City Administrator

DATE: 5/10/12

FROM: Lewis G. Giesking
Public Works Director

RE: Construction Standard Detail Updates for 2012

ACTION/RECOMMENDATION

Approve modifications to existing construction standards and adoption of one new standard.

BACKGROUND

The City has Standard Details that are used for construction of public infrastructure throughout the city. Recently the American Disabilities Act (ADA) required changes in public standards and the City should stay in compliance with ADA requirements. The proposed changes to City construction standards, which are shown below, reflect the new ADA requirements.

In addition, staff is proposing one new construction standard, #1005, for concrete trail sections.

<u>Standard Detail Number</u>	<u>Modification</u>
1003 – Concrete Walk Typical Section	Removed: Concrete driveway pavement section. Add: Notes 1 - 6
1005 – Concrete Trail	New
7017 – Pedestrian Curb Ramp with Truncated Dome Area	Added: 6' landing area maximum 0.02 FT. /FT. in all Directions, ¼" Lip Max 0.08 FT. /FT. or Flatter, Section D-D Through Walk, Section B-B Along Back of Curb, Domes full with of Walk/trail, With the Adjacent Gutter, Roadway or Walkway, Either light on dark or dark on light, 11. Cross slope of the ramp may not exceed 0.02 FT./FT. as constructed
7020C – Commercial Concrete Walk and Apron	Added: Concrete walk construction joints shall be tooled or saw cut at 6 FT. intervals.
7020R – Residential Concrete Walk and Apron	Added: Concrete walk construction joints shall be tooled or saw cut at 6 FT. intervals.

FISCAL IMPACT:

There is no direct fiscal impact, however these changes can impact construction costs by the City for its projects and for others who do work within the City.

ALTERNATIVES/VARIATIONS:

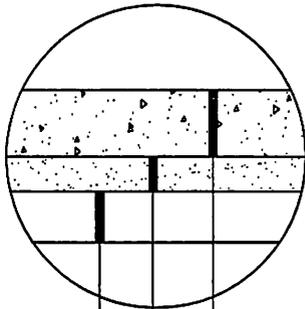
Do not act: There will be no change in current standards.

Negative Vote: There will be no change in current standards.

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

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

LGG/wwt



- 4" CONC. SIDEWALK (2521)
- 3" AGGREGATE BASE, CL. 5 (2211)
(100% CRUSHED LIMESTONE) (INCIDENTAL TO WALK)
- SUBGRADE PREPARATION (2112) (INCIDENTAL)

NOTES:

1. MINNESOTA DEPARTMENT OF TRANSPORTATION STANDARD SPECIFICATIONS FOR CONSTRUCTION SHALL APPLY. CONCRETE MIX 3A32 WILL BE REQUIRED.
2. SIDEWALKS: REFERENCE SECTION 2521, AGGREGATE BASE: REFERENCE SECTION 2211
3. 1/2" PRE FORMED JOINT FILLER MATERIAL—AASHTO M213 REQUIRED AT THE INTERSECTION OF ALL MAINLINE WALK WITH STATIONARY OBJECTS. (I.E., BUILDING FOUNDATION, EXISTING WALK, ETC.) (NOT REQUIRED WHEN CURB AND GUTTER OR WALK ARE ADJACENT TO BITUMINOUS PAVEMENT.)
4. PLACE 1/2" EXPANSION JOINT AT 100 FT. INTERVALS FOR SIDEWALK.
5. CONCRETE WALK CONSTRUCTION JOINTS SHALL BE TOOLED OR SAW CUT AT 6 FT. INTERVALS.
6. SIDEWALK EDGES SHALL BE ROUNDED WITH 1/4" RADIUS TOOL.

CONCRETE WALK
NOT TO SCALE
SAINT PETER STANDARD
PLATE 1003

**CONCRETE WALK
TYPICAL SECTION**

STANDARD DETAIL
PLATE NO:
1003

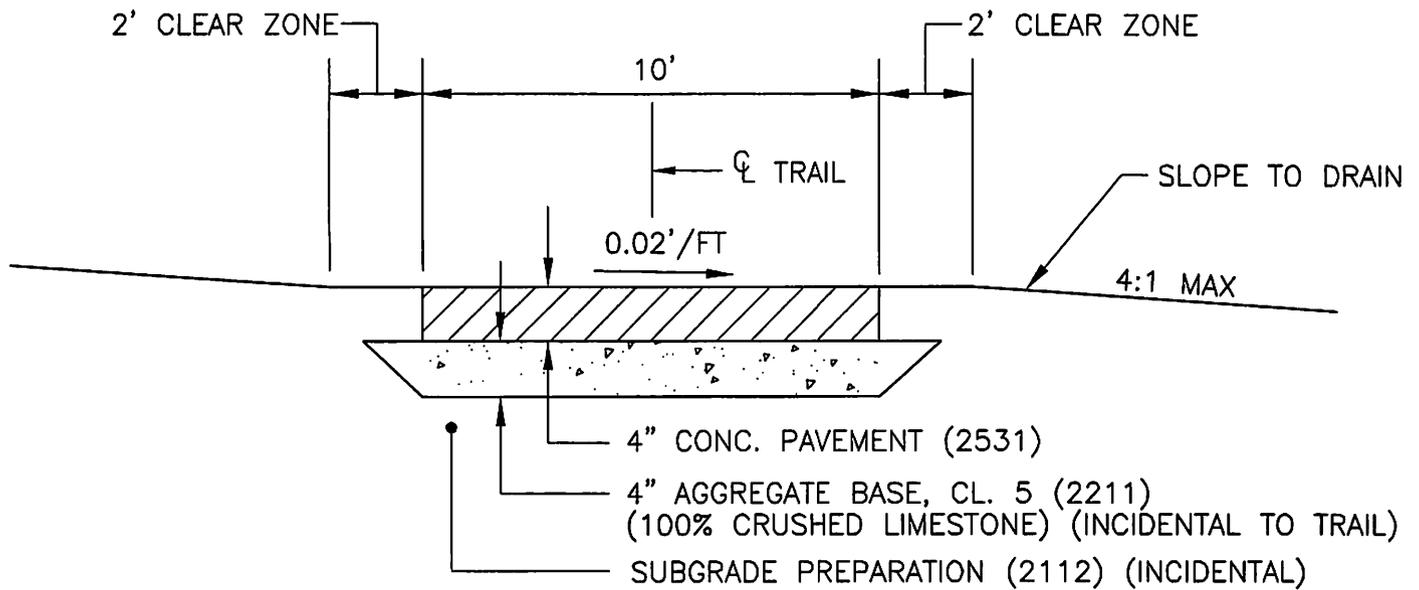
APPROVED: ADOPTED BY CITY COUNCIL ON JANUARY 12, 2004

REVISED:

REMARKS:

SAINT PETER UTILITY STANDARD DETAIL





NOTES:

1. ALL JOINTS SHALL BE SAW CUT TO A DEPTH OF $1\frac{3}{8}$ ".
2. TRAIL CENTERLINE JOINT SHALL BE SAW CUT.
3. TRANSVERSE JOINTS SHALL BE SAW CUT AT 5 FT. INTERVALS.
4. TRAIL EDGES SHALL BE ROUNDED WITH $\frac{1}{4}$ " RADIUS TOOL.
5. $\frac{1}{2}$ " EXPANSION JOINT SHALL BE CONSTRUCTED AT MAXIMUM 100 FT. INTERVALS.

CONCRETE TRAIL
 NOT TO SCALE
SAINT PETER STANDARD
PLATE 1005

CONCRETE TRAIL

STANDARD DETAIL
 PLATE NO:
1005

APPROVED: ADOPTED BY CITY COUNCIL ON

REVISED:

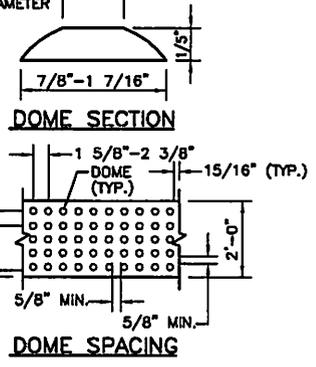
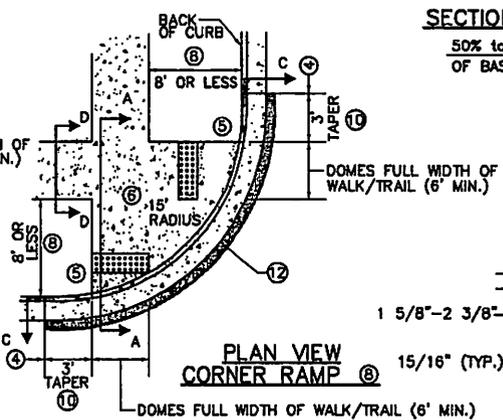
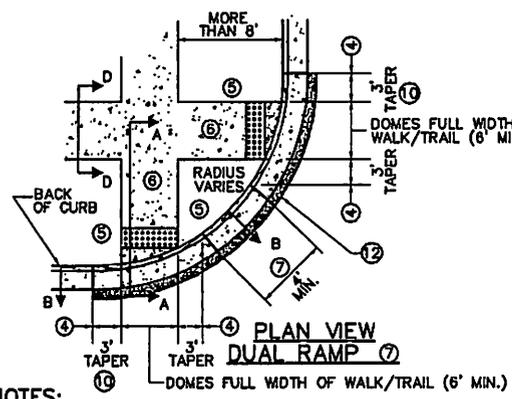
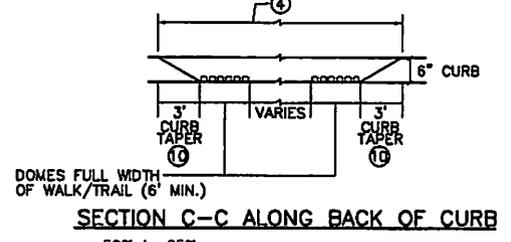
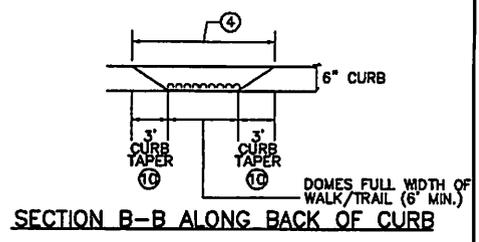
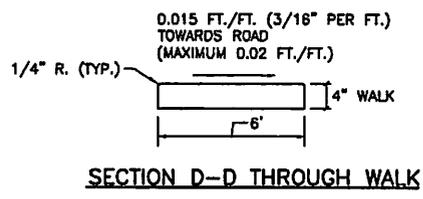
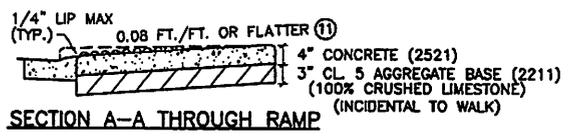
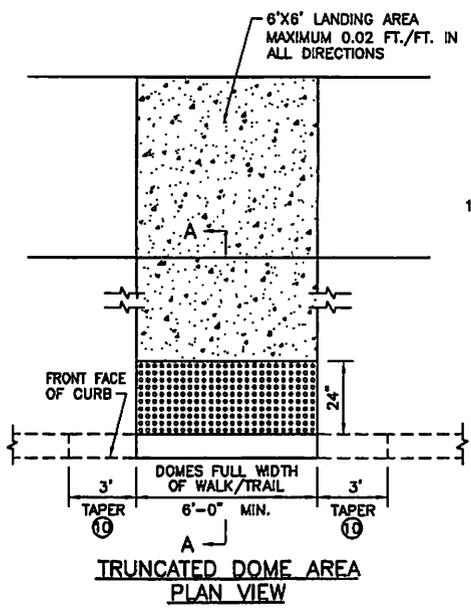
REMARKS:

SAINT PETER UTILITY STANDARD DETAIL



576

Y:\STPE\1005spe.dwg 4/3/12 1:11 pm



- NOTES:**
- ① THE CURB AND CURB TRANSITION ON THE RAMP WILL BE PAID FOR AS LINEAR FEET OF CONCRETE CURB OR CONCRETE CURB AND GUTTER. THE RAMP AREA WILL BE PAID FOR AS CONCRETE WALK. THE TRUNCATED DOME AREA SHALL BE PAID AS SO FT.
 - ② MAXIMUM OFFSET OF THE DETECTABLE WARNING PLATES/TRUNCATED DOME AREA FROM THE BACK OF CURB IS 5' 0". THE PLATES SHALL BE ALIGNED IN THE DIRECTION OF TRAVEL AND SHALL NOT BE STAGGERED.
 - ③ ADA REQUIRED TRUNCATED DOME AREA SHALL BE 2' 0" MIN. IN DIRECTION OF TRAVEL AND SHALL EXTEND THE FULL WIDTH OF THE CURB RAMP. THIS TRUNCATED DOME AREA SHALL CONTRAST VISUALLY WITH THE ADJACENT GUTTER, ROADWAY, OR WALKWAY, EITHER LIGHT ON DARK OR DARK ON LIGHT. TRUNCATED DOME PANELS SHALL BE MANUFACTURED BY NEENAH FOUNDRY CO. OR EAST JORDAN IRON WORKS. TRUNCATED DOME PANELS SHALL BE STANDARD FINISH (NON COLOR).
 - ④ SAWCUT CURB AND GUTTER REMOVAL LIMITS
 - ⑤ APPROX SOD REPLACEMENT AREA
 - ⑥ REMOVE EXISTING WALK AS REQUIRED
 - ⑦ THIS LAYOUT APPLIES WHEN BOTH SIDEWALKS ARE MORE THAN 8' FROM CURB. (w/15' RADIUS) 4' MINIMUM. IF LESS THAN 4', ENTIRE RADIUS TO BE KEPT AT GUTTER ELEVATION.
 - ⑧ THIS LAYOUT APPLIES WHEN BOTH SIDEWALKS ARE 8' OR LESS FROM CURB. (w/15' RADIUS)
 - ⑨ IF RADIUS IS LARGER THAN 15' THE LAYOUTS IN NOTES 6 & 7 WILL HAVE TO BE FIELD VERIFIED.
 - ⑩ IF WALK IS ADJACENT TO BACK OF CURB, THEN CURB TAPER SHALL BE 6'-3" IN LENGTH.
 - ⑪ CROSS SLOPE OF THE RAMP MAY NOT EXCEED 0.02 FT./FT. AS CONSTRUCTED.

⑫ SAW CUT AND REMOVE EXISTING BITUMINOUS PAVEMENT 6" MINIMUM FROM LIP OF GUTTER. PLACE BITUMINOUS PATCH TO MATCH EXISTING PAVEMENT SECTION.

PEDESTRIAN CURB RAMP
NOT TO SCALE
SAINT PETER STANDARD
PLATE 7017

PEDESTRIAN CURB RAMP
WITH TRUNCATED DOME AREA

STANDARD DETAIL
PLATE NO:
7017

APPROVED: ADOPTED BY CITY COUNCIL ON JANUARY 12, 2004

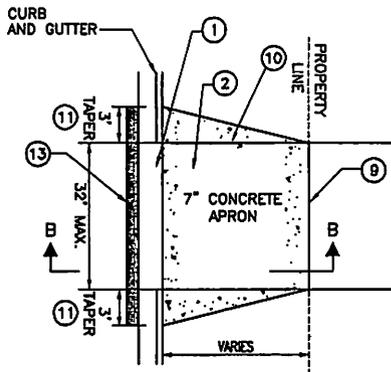
REVISED: REVISION ADOPTED BY CITY COUNCIL ON AUGUST 8, 2011

REMARKS: FOR USE ON LOCAL, MSA, CSAH, OR FEDERAL PROJECTS

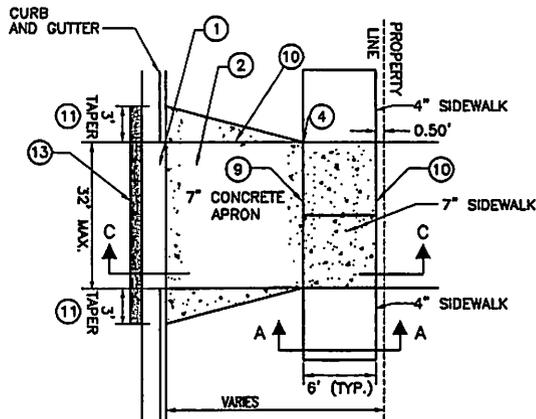


SAINT PETER UTILITY STANDARD DETAIL

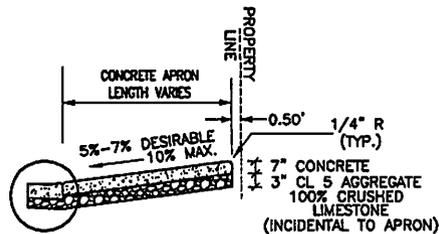
Y:\SPE\7017spe.dwg 8/22/11 4:26 pm



NO SIDEWALK

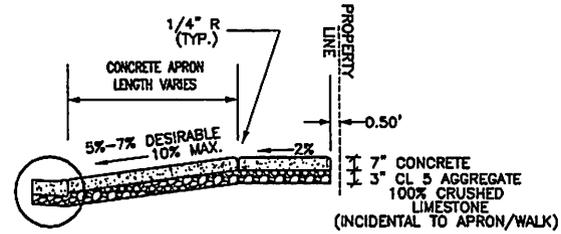


WITH SIDEWALK



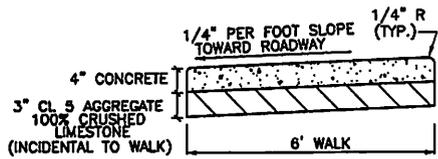
SEE INSET A

SECTION B-B THROUGH APRON

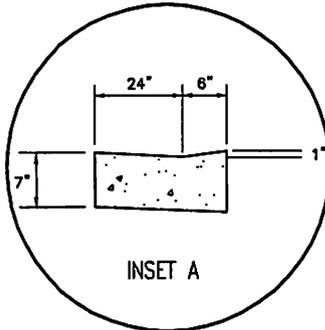


SEE INSET A

SECTION C-C THROUGH APRON



SECTION A-A THROUGH WALK



INSET A

- NOTES:
1. SEE "PEDESTRIAN CURB RAMP" DETAIL AND PLANS FOR PLACEMENT OF PEDESTRIAN CURB RAMP.
 2. SLOPE OF DRIVEWAY TO PROPERTY LINE MAY VARY IF NO SIDEWALK IS REQUIRED.
 3. MINNESOTA DEPARTMENT OF TRANSPORTATION STANDARD SPECIFICATIONS FOR CONSTRUCTION SHALL APPLY. CONCRETE MIX 3A32 WILL BE REQUIRED.
 4. SIDEWALKS: REFERENCE SECTION 2521, CURB & GUTTER: REFERENCE SECTION 2531, DRIVEWAYS: REFERENCE SECTION 2531, AGGREGATE BASE: REFERENCE SECTION 2211
 5. CONTRACTOR SEE PLANS FOR PLACEMENT OF WALK AND DIMENSIONS FOR CONSTRUCTION OF DRIVEWAYS.
 6. 1/2" PRE FORMED JOINT FILLER MATERIAL--AASHTO M213 REQUIRED AT THE INTERSECTION OF ALL MAINLINE WALK WITH STATIONARY OBJECTS. (I.E., BUILDING FOUNDATION, EXISTING WALK, ETC.) (NOT REQUIRED WHEN CURB AND GUTTER OR WALK ARE ADJACENT TO BITUMINOUS PAVEMENT.)
 7. CONCRETE DRIVEWAY PAVEMENT IS NOT TO BE POURED MONOLITHICALLY WITH CURB AND GUTTER.
 8. DRIVEWAY OPENINGS SHALL BE A MAXIMUM OF 32' FROM BOTTOM OF 3' TAPER TO BOTTOM OF 3' TAPER.
 9. 1/2" EXPANSION JOINT. PLACED AT 100 FT. INTERVALS FOR SIDEWALK.
 10. CONTRACTION JOINT (FORMED OR SAWED)
 11. IF SIDEWALK OR CONCRETE OR BITUMINOUS PAVEMENT IS ADJACENT TO BACK OF CURB, THEN THE CURB TAPER SHALL BE 6"-3" IN LENGTH.
 12. CONCRETE WALK CONSTRUCTION JOINTS SHALL BE TOOLED OR SAW CUT AT 6 FT. INTERVALS.

13. SAW CUT AND REMOVE EXISTING BITUMINOUS PAVEMENT 6" MINIMUM FROM LIP OF GUTTER. PLACE BITUMINOUS PATCH TO MATCH EXISTING PAVEMENT SECTION.

**COMMERCIAL
CONCRETE WALK AND APRON**
NOT TO SCALE
SAINT PETER STANDARD
PLATE 7020C

**COMMERCIAL
CONCRETE WALK AND APRON**

STANDARD DETAIL
PLATE NO:
7020C

APPROVED: ADOPTED BY CITY COUNCIL ON JANUARY 12, 2004

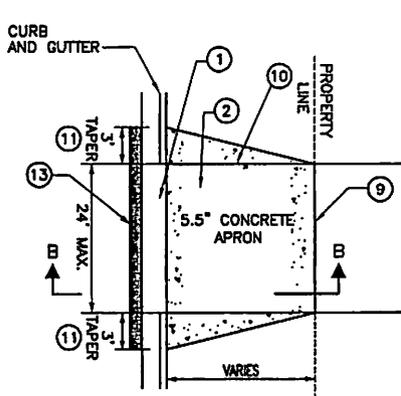
REVISED: REVISION ADOPTED BY CITY COUNCIL ON AUGUST 8, 2011

REMARKS:

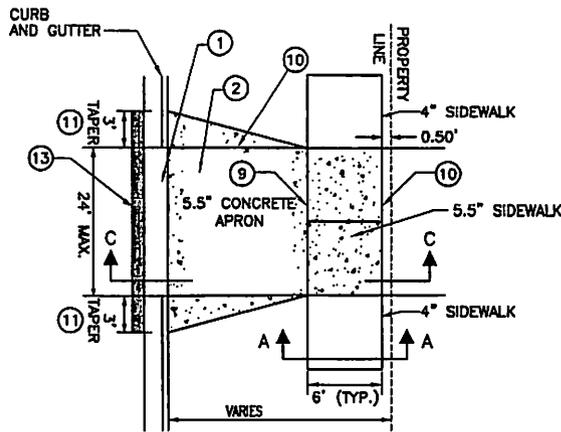
SAINT PETER UTILITY STANDARD DETAIL



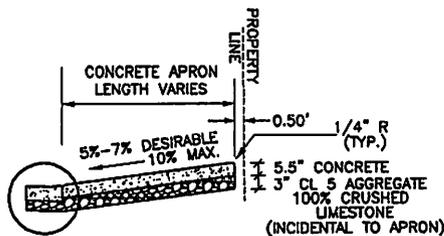
Y:\STPE\7020C.dwg 4/3/12 1:44 pm



NO SIDEWALK

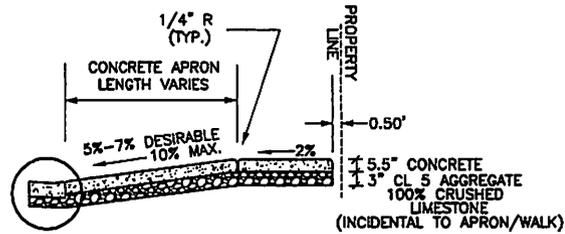


WITH SIDEWALK



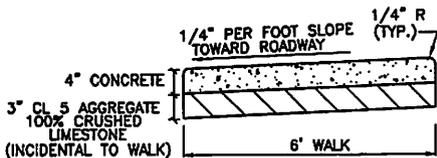
SEE INSET A

SECTION B-B THROUGH APRON

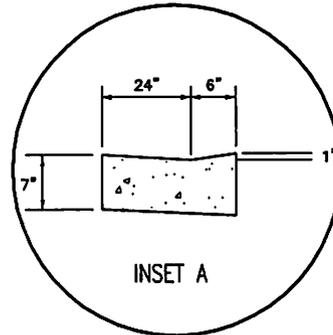


SEE INSET A

SECTION C-C THROUGH APRON



SECTION A-A THROUGH WALK



NOTES:

1. SEE "PEDESTRIAN CURB RAMP" DETAIL AND PLANS FOR PLACEMENT OF PEDESTRIAN CURB RAMP.
2. SLOPE OF DRIVEWAY TO PROPERTY LINE MAY VARY IF NO SIDEWALK IS REQUIRED.
3. MINNESOTA DEPARTMENT OF TRANSPORTATION STANDARD SPECIFICATIONS FOR CONSTRUCTION SHALL APPLY. CONCRETE MIX 3A32 WILL BE REQUIRED.
4. SIDEWALKS: REFERENCE SECTION 2521, CURB & GUTTER: REFERENCE SECTION 2531, DRIVEWAYS: REFERENCE SECTION 2531, AGGREGATE BASE: REFERENCE SECTION 2211
5. CONTRACTOR SEE PLANS FOR PLACEMENT OF WALK AND DIMENSIONS FOR CONSTRUCTION OF DRIVEWAYS.
6. 1/2" PRE FORMED JOINT FILLER MATERIAL—AASHTO M213 REQUIRED AT THE INTERSECTION OF ALL MAINLINE WALK WITH STATIONARY OBJECTS. (I.E., BUILDING FOUNDATION, EXISTING WALK, ETC.) (NOT REQUIRED WHEN CURB AND GUTTER OR WALK ARE ADJACENT TO BITUMINOUS PAVEMENT.)
7. CONCRETE DRIVEWAY PAVEMENT IS NOT TO BE POURED MONOLITHICALLY WITH CURB AND GUTTER.
8. DRIVEWAY OPENINGS SHALL BE A MAXIMUM OF 24' FROM BOTTOM OF 3' TAPER TO BOTTOM OF 3' TAPER.
9. 1/2" EXPANSION JOINT. PLACED AT 100 FT. INTERVALS FOR SIDEWALK.
10. CONTRACTION JOINT (FORMED OR SAWED)
11. IF SIDEWALK OR CONCRETE OR BITUMINOUS PAVEMENT IS ADJACENT TO BACK OF CURB, THEN THE CURB TAPER SHALL BE 6"-3" IN LENGTH.
12. CONCRETE WALK CONSTRUCTION JOINTS SHALL BE TOOLED OR SAW CUT AT 6 FT. INTERVALS.

13. SAW CUT AND REMOVE EXISTING BITUMINOUS PAVEMENT 6" MINIMUM FROM LIP OF GUTTER. PLACE BITUMINOUS PATCH TO MATCH EXISTING PAVEMENT SECTION.

**RESIDENTIAL
CONCRETE WALK AND APRON**

NOT TO SCALE
SAINT PETER STANDARD
PLATE 7020R

**RESIDENTIAL
CONCRETE WALK AND APRON**

STANDARD DETAIL
PLATE NO:
7020R

APPROVED: ADOPTED BY CITY COUNCIL ON JANUARY 12, 2004

REVISED: REVISION ADOPTED BY CITY COUNCIL ON AUGUST 8, 2011

REMARKS:

SAINT PETER UTILITY STANDARD DETAIL



CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2012 -

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

RESOLUTION APPROVING REVISED CONSTRUCTION STANDARDS

WHEREAS, the American with Disabilities Act requirements have been revised and updated;
and

WHEREAS, some standards need to have details added to clarify intent for contractors; and

WHEREAS, staff also recommends adoption of a new construction standard for concrete trails.

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

1. The following City Standard plates, which have been modified are approved:

- #1003 – Concrete Walk Typical Section,
- #7017 - Pedestrian Curb Ramp with Truncated Dome Area,
- #7020C - Commercial Concrete Work
- #7020R - Residential Concrete Walk and Apron

2. The following new construction standard is hereby adopted:

- #1005 - Concrete Trail

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 14th day of May, 2012.

Timothy Strand
Mayor

ATTEST:

Todd Prafke
City Administrator



Memorandum

TO: Todd Prafke
City Administrator

DATE: 5/9/2012

FROM: Cindy Moulton *Cindy*
Administrative Secretary

RE: Licenses

ACTION/RECOMMENDATION

Provide approval of new tobacco license.

BACKGROUND

The City has received an annual Tobacco License application for City Council approval.

David Styka, on behalf of the Family Dollar, Inc., has submitted an application for an Annual Tobacco license for their store located at 220 Grace Street. The license will be in effect from May 15, 2012 – December 31, 2012.

A background check was completed on Mr. Styka by the Police Department and nothing was found that would prohibit the Family Dollar from obtaining a Tobacco License.

Please place this item on the May 14, 2012 City Council agenda.

FISCAL IMPACT:

None other than receipt of the permit fees.

ALTERNATIVES/VARIATIONS:

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

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

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

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

CKM

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO.

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

RESOLUTION APPROVING NEW LICENSES

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 fee:

Tobacco

Family Dollar, Inc.

220 Grace Street

5/15/12 – 12/31/12

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this the 14th day of May, 2012.

Timothy Strand
Mayor

ATTEST:

Todd Prafke
City Administrator