

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

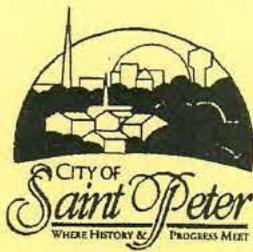
Regular City Council Meeting of Monday, September 28, 2020 – 7:00 p.m.
This meeting will be conducted in-person and electronically - See below for electronic access.
Community Center – Senior Center (600 South Fifth Street)

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

None scheduled
- VII. NEW BUSINESS**
 - A. Broadway Generation Plant Equipment Certificate Bid Award
 - B. Utility Bill Assistance Program
 - C. City Assistance Request: Haunted Hayride
 - D. North Traverse Green Subdivision Preliminary/Final Plats
 - E. North Third, McLeod, Center Street Project Feasibility Study Acceptance
- VIII. REPORTS**
 - A. MAYOR**
 - B. CITY ADMINISTRATOR**
 - 1. COVID-19 Update
 - 2. Night To Unite Event
 - 3. Hospital Financing Update
 - 4. Others
- IX. EXECUTIVE SESSION**
 - A. Resolution Calling For Closed Session
Adjourn To Closed Session
 - B. Land Sale – 216 South Washington Avenue
Return To Open Session
- X. ADJOURNMENT**

As provided for in M.S. 13D.021, City Council meetings may be conducted by telephone or other electronic means. In addition to being open to the public in the meeting room, the City Council meeting will be accessible electronically by GoToMeeting software available at no charge (link below) or by calling as indicated below. Here is the information necessary to access the meeting electronically:

From your computer, tablet or smartphone: <https://global.gotomeeting.com/join/591790045>
From your phone: (Toll Free): 1 866 899 4679 - One-touch: tel:+18668994679,,591790045#
Access Code: 591-790-045



I. **CALL TO ORDER**

Mayor Zieman 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 September 14, 2020 regular Council meeting is attached for approval. A MOTION is in order.

IV. **VISITORS**

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

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

B. **General Visitor Comments**

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

V. **APPROVAL OF CONSENT AGENDA ITEMS**

The consent agenda, including approval of the schedule of disbursements for September 10, 2020 through September 23, 2020, is attached. Please see the attached staff reports and RESOLUTION.

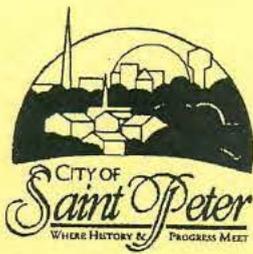
VI. **UNFINISHED BUSINESS**

None scheduled.

VII. **NEW BUSINESS**

A. **ADOPTION OF A RESOLUTION ACCEPTING PROPOSAL FOR BROADWAY GENERATION PLANT EQUIPMENT CERTIFICATES**

Proposals were received for the issuance of equipment certificates to be used for two projects to make improvements at the Broadway Generation Plant. Staff recommends accepting the lowest cost proposal submitted by



Pioneer Bank of Saint Peter. Please see the attached staff report and RESOLUTION.

B. ADOPTION OF A RESOLUTION ESTABLISHING A TEMPORARY RESIDENTIAL UTILITY BILL ASSISTANCE PROGRAM.

Staff recommends a program be established using \$50,000 of the City's CARES Act funds to assist residential utility customers who have been negatively impacted by COVID-19. The program would be administered by the Minnesota Valley Action Council. Please see the attached staff report and RESOLUTION.

C. ADOPTION OF A RESOLUTION APPROVING A REQUEST FOR CITY ASSISTANCE: NICOLLET COUNTY TRAILS ASSOCIATION HAUNTED HAYRIDE

Staff recommends approval of a request by the Nicollet County Trails Association for City assistance for a fundraising Haunted Hayride event. Please see the attached staff report and RESOLUTION.

D. ADOPTION OF RESOLUTIONS APPROVING PRELIMINARY AND FINAL PLATS FOR NORTH TRAVERSE GREEN SUBDIVISION

The Planning and Zoning Commission have recommended approval of the preliminary and final plats for North Traverse Green Subdivision. Please see the attached staff report and RESOLUTIONS.

E. ADOPTION OF A RESOLUTION ACCEPTING FEASIBILITY STUDY FOR NORTH THIRD, MCLEOD, CENTER STREET IMPROVEMENT PROJECT AND CALLING FOR PUBLIC HEARING

Bolton and Menk, Inc. has completed the feasibility study for a project to improve North Third, McLeod and Center streets. As the project is to be assessed to abutting property owners under M.S. Chapter 429, it is appropriate for the Council to formally accept the study and take action to call for a public hearing on the proposed project. Please see the attached staff report and RESOLUTION.

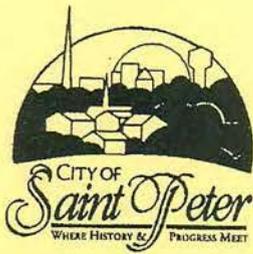
VIII. REPORTS

A. MAYOR

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

B. CITY ADMINISTRATOR

1. REPORT ON COVID-19 RESPONSE



A report will be provided at this time on the City's response to the COVID-19 emergency.

2. REPORT ON NIGHT TO UNITE EVENT

A report will be provided at this time on the upcoming Night To Unite event (October 6, 2020).

3. REPORT ON HOSPITAL FINANCING

An update will be provided on a change to the USDA financing for the River's Edge Hospital Expansion Project.

4. OTHERS

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

IX. EXECUTIVE SESSION

A. ADOPTION OF A RESOLUTION CALLING FOR EXECUTIVE SESSION REGARDING SALE OF CITY OWNED PROPERTY AT 216 SOUTH WASHINGTON AVENUE

As authorized in State Statutes, staff recommends a closed session be called to discuss negotiations related to an offer to purchase the City owned property at 216 South Washington Avenue. Please see the attached staff report and RESOLUTION.

ADJOURN TO CLOSED SESSION

B. DISCUSSION OF PROPERTY SALE REQUEST

The City Council will meet in closed session as authorized in State Statutes to discuss the offer to purchase City owned property. No action will be taken during this closed session.

RETURN TO OPEN SESSION

X. ADJOURNMENT

Todd Prafke
City Administrator

CITY OF SAINT PETER, MINNESOTA
OFFICIAL PROCEEDINGS
MINUTES OF THE CITY COUNCIL MEETING
SEPTEMBER 14, 2020

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Saint Peter was conducted in the Senior Center of the Community Center and by virtual software on September 14, 2020. Under M.S. 13D.021, the City is able to conduct meetings by electronic means in the event of a state-wide emergency. Governor Walz has declared a state-wide peacetime emergency and as such this City Council meeting was conducted both in-person and remotely using GoToMeeting software.

A quorum present, Mayor Zieman called the meeting to order at 7:02 p.m. The following members were present through the virtual platform: Councilmembers Shanon Nowell, Brad DeVos, Stephan Grams, Keri Johnson and Emily Bruflat. The following members were present in the meeting room: Mayor Charles Zieman and Councilmember Ed Johnson. The following officials were present: City Administrator Todd Prafke (in person), City Attorney James Brandt (in person) and City Engineer Jeff Domras (virtual).

Approval of Agenda – A motion was made by Johnson (E), seconded by Nowell, to approve the agenda. With all in favor, the agenda was approved.

Approval of Minutes – A motion was made by Bruflat, seconded by Johnson (K), to approve the minutes of the August 24, 2020 regular City Council meeting. With all in favor, the motion carried and the minutes were approved. A complete copy of the minutes of the August 24, 2020 regular City Council meeting is contained in the City Administrator's book entitled Council Proceedings 19.

Consent Agenda – Mayor Zieman reviewed the items included on the consent agenda with the addition of two part-time Recreation Leader appointments in the Recreation and Leisure Services Department. In motion by Johnson (E), seconded by Bruflat, Resolution No. 2020-102 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. 2020-102 is contained in the City Administrator's book entitled Council Resolutions 23.

2021 Preliminary Levy – Finance Director Vogel presented the proposed preliminary tax levy that provided for a reduction in the tax rate from 51.58 to 51.53 and which would mean a \$0.62 decrease in property taxes on a \$150,000 house. Vogel noted the Community Center debt had been retired and the funds that had originally been used to pay that debt would be used for Community Center operations (\$170,000) and Parks (\$100,000). Vogel also noted the budget would not be balanced, but the reserve levels would continue to be well within the 35-50% range authorized by the City Council. Vogel stated the final levy to be adopted in December could be the same or lower than the preliminary levy, but could not be higher. In motion by Johnson (K), seconded by Grams, Resolution No. 2020-103 entitled "Resolution Adopting Preliminary 2020 Tax Levy Collectible In 2021" was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2020-103 is contained in the City Administrator's book entitled Council Resolutions 23.

USDA Debt Issuance For River's Edge Hospital – City Administrator Prafke recommended approval of a resolution that would accept USDA's offer of a series of four loans totaling

\$33,320,000 to serve as permanent financing for the River's Edge Hospital Expansion project. Prafke noted the 2.25% interest rate is the most cost effective way to provide for permanent financing and the loans included money to refund the original Hospital loan that was issued as a general obligation bond backed by property tax revenues. Prafke reiterated that the entire amount would now be secured by the Federal government. In motion by Nowell, seconded by Johnson (E), Resolution No. 2020-104 entitled "Resolution Accepting The Offer Of The United States Of America To Purchase Taxable Health Facilities Revenue Bonds, Series 2020 And Providing For Their Issuance" was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2020-104 is contained in the City Administrator's book entitled Council Resolutions 23. Mayor Zieman noted the historical significance of the Council voting on such a large expenditure which impacted the entire community.

MMUA Safety Contract Renewal – Public Works Director Moulton requested execution of a renewal contract with the Minnesota Municipal Utilities Association (MMUA) for administration of the City's safety program. Moulton indicated staff continued to be very receptive to the training program and the City continues to see fewer incidents. City Administrator Prafke reported the City's experience modification rating of 0.68 is substantially lower than the industry average of 1.0 and lower than last year's rating of 0.92 which is partly due to some previous big losses coming off the experience timeline, but also reflective of the excellent job done through the MMUA safety program and employee efforts. Councilmember Nowell asked if the contract only provides one MMUA Safety Coordinator. Moulton reported the City is assigned a specific Safety Coordinator as part of the program, but MMUA also provides specialized training from other employees most specifically in the area of Linemen services.

Councilmember Johnson (K) expressed her excitement at the low experience modification rating and asked if had ever been lower. Prafke noted 0.68 was the lowest in at least twenty-two years.

In motion by Bruflat, seconded by Grams, Resolution No. 2020-105 entitled "Resolution Authorizing Execution Of Renewal Safety Contract With Minnesota Municipal Utilities Association (MMUA)" was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2020-105 is contained in the City Administrator's book entitled Council Resolutions 23.

Reports

Mayor's Report – Mayor Zieman reported he had received numerous compliments about the "unbelievably great" plantings in the highway medians this year and congratulated the Public Works staff on their work in this area. City Administrator Prafke commented he recently saw a bride and groom taking wedding photos in the median gardens.

COVID-19 Update – City Administrator Prafke reported COVID-19 activities such as enhanced cleaning are continuing and the City's advisory boards continue to meet virtually. Prafke also noted policies and hours at the Community Center had been changed to reflect the policy of being "available safely together".

EV Charging Stations Update – Public Works Director Moulton reported the electric vehicle charging stations were energized and once the rates were programmed in, the charging stations would be available for public use. Councilmember DeVos asked how the rates were set. Moulton indicated ZEF Energy, the contractor on the project, had recommended rates and in December, staff would ask for official approval of the rates.

Councilmember Nowell reported people were enthused about having the charging stations available, but residents in downtown apartments had been expressing concerns about the loss of parking during snow emergencies. Prafke noted only three parking spaces are being used by the charging station in Municipal Lot #2. Prafke also commented a local business had expressed concern because they use the public lot for parking their private commercial vehicles.

Councilmember Johnson (E) questioned if people would be towed or ticketed or both if they park non-electric vehicles in the charging station spots. Moulton indicated no decision had been made on the issue.

Prafke also noted that once the chargers were available for use, information would be included on the State online directory of chargers.

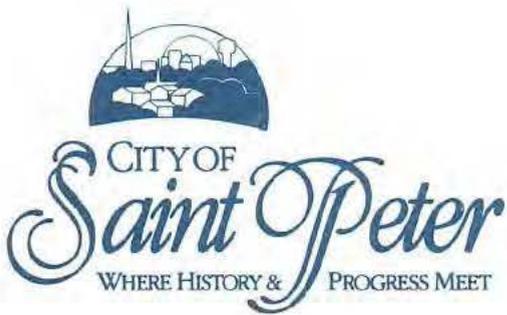
Hospital Update – City Administrator Prafke touched on the change in leadership (CEO) at River's Edge Hospital and reported the next regular meeting of the Hospital Commission would include discussion on how to move forward in recruiting a replacement for former CEO Joseph Stratton.

There being no further business, a motion was made by Johnson (E), seconded by Johnson (K), to adjourn. With all in favor, the motion carried and the meeting adjourned at 7:37 p.m.

Charles Zieman
Mayor

ATTEST:

Todd Prafke
City Administrator



Memorandum

TO: Todd Prafke
City Administrator

DATE: September 21, 2020

FROM: Pete Moulton
Director of Public Works

Scott Schroeder
Maintenance Superintendent

RE: Snow Removal Equipment - Replacement Cutting Edges

ACTION/RECOMMENDATION

Authorize purchase of replacement cutting edges for the 2021 snow season in the amount of \$16,881.38 from KRIS Engineering, Inc. of Saint Augusta, Minnesota.

BACKGROUND

In preparation of the upcoming winter snow removal duties the Street Section is in need cutting edges for blades on the road grader and dump trucks. These are wear items and are replaced annually during the snow removal season.

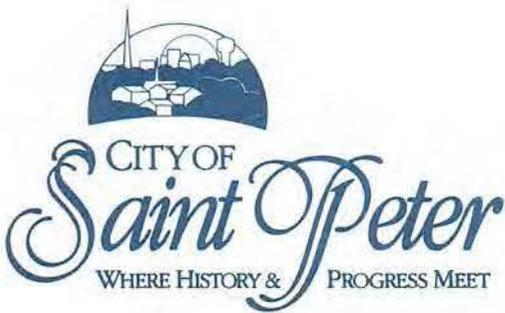
Formal written proposals were solicited and three vendors submitted proposals as follows:

<u>Contractor</u>	<u>Total Cost</u>
KRIS Engineering, Inc.	\$16,881.38
Titan Machinery	\$17,938.31
H&L Mesabi	\$18,802.90

The lowest cost proposal was received from KRIS Engineering, Inc.

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

PM/SS



Memorandum

TO: Todd Prafke
City Administrator

DATE: September 22, 2020

FROM: Pete Moulton Jeff Knutson
Public Works Director Water Resources Superintendent

RE: Internal Heat Tube Assemblies – Wastewater

RECOMMENDATION/ACTION

Authorize purchase of internal heat tube assemblies for the biosolids thermoblender auger at the Wastewater Plant in the amount of \$10,791 from RDP Technologies Inc. of Conshohocken, Pennsylvania.

BACKGROUND

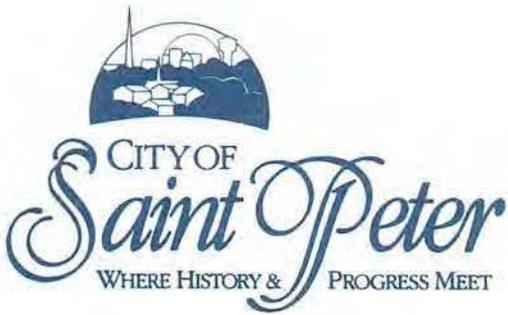
The Wastewater Plant biosolids thermoblender auger is in need of repair as the internal heat tube assemblies no longer produce adequate heat due to wear and tear. This heat tube is necessary in the biosolids process as it mixes lime and biosolids while adding heat to the mixes to treat the biosolids. The biosolids have to be heated to a minimum of 158 degrees for 30 minutes in order to be classified as a "Class A Exceptional Quality" product.

Staff provided notice of a request for formal proposals for this purchase. The only proposal submitted was that from RDP Technologies, Inc. as they are the proprietary vendor for this model of thermoblender auger.

Funding is identified for this purchase in the 2020 Wastewater Fund budget.

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

PM/JK



Memorandum

TO: Todd Prafke
City Administrator

DATE: 09/24/20

FROM: Cindy Moulton
Administrative Secretary

RE: Temporary Gambling License Application

ACTION/RECOMMENDATION

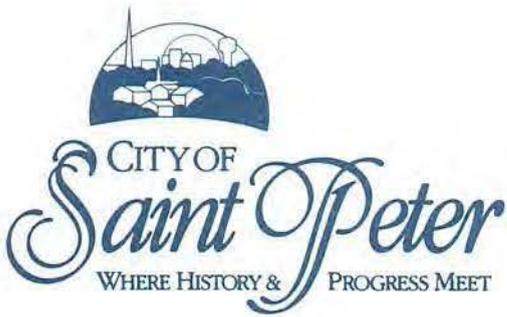
Provide approval of a Temporary Gambling license application

BACKGROUND

The St. Peter Lions will be holding their annual fundraiser on October 27, 2020 at the Saint Peter Senior Center located at 600 South Fifth Street. The Lions have applied for a Temporary Gambling License to permit them to hold the raffle.

Please place this item on the September 28, 2020 City Council consent agenda.

/cm



Memorandum

TO: Honorable Mayor Zieman
Members of the City Council

DATE: 09/11/2020

FROM: Todd Prafke
City Administrator

RE: Chicken Keeping Permit Application

ACTION/RECOMMENDATION

Approve a request for a permit to keep chickens at 914 Menk Drive.

BACKGROUND

As provided for in the City Code, Joe and Cassie Flynn at 914 Menk Drive have submitted an application for a permit that would allow keeping of chickens on their property. The applicants have already constructed a chicken coop to house six hens and the coop has been inspected and approved by the Building Official.

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

[TP1]



Memorandum

TO: Honorable Mayor Zieman
Members of the City Council

DATE: 9/24/2020

FROM: Todd Prafke
City Administrator

RE: Election Judge Appointment Memo

ACTION/RECOMMENDATION

Provide for appointment of Election Judges for the November 3, 2020 general election.

BACKGROUND

Every year the City appoints individuals to serve as Election Judges. All Judges must complete State mandated training every two years in order to serve as a Judge.

In addition to those individuals previously appointed for the August primary election, the individuals shown below are recommended for appointment for the November 3rd general election.

Please include appointment of the following individuals as Election Judges for the 2020 City elections:

Tyra Ericson
Brian Conlon
Megan Roach
Dave Witte
Shelley Lee
Sarah Shields
Deborah Fichtner
Bruce Berglund
Terena Wilkens
Christopher Hanson

Jordyn Olson-Merrick
Barbara Kley
Patricia Krenik
Dan Honetschlager
Allen Henry
Kathleen Grube
Cheryl Casteen
Reed Kottke
Angela Obermiller
Joseph Urban

Carter Learned
Regina Dobosenski
Cory Abels
Susan Honetschlager
Jacquelyn Henry
Sarah Ruble
Jean Sandland
McKenna Van Zee
Bill Kautt

Alternates: Paul Bulger Maddalena Marinari Ruth Janni

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
ABEL'S ELECTRIC MOTOR SHOP	pond fountain pump insp. f	GENERAL FUND	PARKS	240.00
			TOTAL:	240.00
AFFORDABLE TOWING OF MANKATO, INC.	towing	GENERAL FUND	POLICE	145.00
			TOTAL:	145.00
AMAZON	easels	GENERAL FUND	ELECTIONS	131.28
	pop up tents	GENERAL FUND	ELECTIONS	689.85
	thermometers	GENERAL FUND	ELECTIONS	143.96
	bookmobile carts	LIBRARY FUND	LIBRARY	65.35
	children's programs	LIBRARY FUND	LIBRARY	23.94
			TOTAL:	1,054.38
AMERICAN EXPRESS TRAVEL	reward points-screen prote	GENERAL FUND	NON-DEPARTMENTAL	11.78-
	screen protectors & bookma	LIBRARY FUND	LIBRARY	41.84
	reward points-screen prote	COMMUNITY CENTER	NON-DEPARTMENTAL	0.53-
	reward points-screen prote	WATER	NON-DEPARTMENTAL	26.35-
	reward points-screen prote	WASTE WATER FUND	NON-DEPARTMENTAL	3.18-
			TOTAL:	0.00
AMERICAN RED CROSS	training review	GENERAL FUND	SWIMMING POOL	760.00
			TOTAL:	760.00
ARROW HARDWARE & PAINT	weed killer & hand soap	GENERAL FUND	FIRE	23.55
	bushing, kaboompws op supp	GENERAL FUND	STREETS	33.99
	bolts, saw oil, washer noz	GENERAL FUND	STREETS	39.53
	tape, bug repellent, sign,	GENERAL FUND	PARKS	128.59
	bushing, kaboom, insect ki	GENERAL FUND	PARKS	33.99
	bushing, kaboom, insect ki	WATER	DISTRIBUTION AND STORA	16.99
	paint	WATER	DISTRIBUTION AND STORA	44.16
	dual cut by lopper	WASTE WATER FUND	COLLECTOR/LIFT STAT	44.99
	bushing, kaboom, insect ki	WASTE WATER FUND	SOURCE/TREATMENT	16.99
	bloom boster	ENVIRON SERVICES F	REFUSE DISPOSAL	16.99
	bushing, kaboom, insect ki	ENVIRON SERVICES F	REFUSE DISPOSAL	16.99
	screwdriver & clamps	ENVIRON SERVICES F	REFUSE DISPOSAL	33.49
	EV chg station-landscape f	ELECTRIC FUND	CAPITAL-DISTRIBUTION S	21.99
	connectors	ELECTRIC FUND	POWER PRODUCTION	50.95
	paint, pliers	ELECTRIC FUND	POWER DISTRIBUTION	72.96
	bushing, kaboom, insect ki	ELECTRIC FUND	POWER DISTRIBUTION	33.99
	chop saw grip	ELECTRIC FUND	POWER DISTRIBUTION	22.08
	apron chap	STORMWATER FUND	COLLECTIONS/LIFT STATI	99.95
	bushing, kaboom, insect ki	STORMWATER FUND	TREATMENT	16.99
	bolts	STORMWATER FUND	TREATMENT	1.84
	msa 140 kit, bolts, round-	STORMWATER FUND	TREATMENT	435.86
			TOTAL:	1,206.86
B. STARK & CO.	a. schott uniform allowanc	GENERAL FUND	POLICE	125.70
			TOTAL:	125.70
BGMN, INC	transmission fluid	GENERAL FUND	STREETS	266.70
	transmission fluid	GENERAL FUND	PARKS	266.70
	transmission fluid	WATER	DISTRIBUTION AND STORA	133.35
	transmission fluid	WASTE WATER FUND	SOURCE/TREATMENT	133.35
	transmission fluid	ENVIRON SERVICES F	REFUSE DISPOSAL	133.35
	transmission fluid	ELECTRIC FUND	POWER DISTRIBUTION	266.70
	transmission fluid	STORMWATER FUND	TREATMENT	133.33

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
			TOTAL:	1,333.48
BLACKSTONE PUBLISHING	audio books	LIBRARY FUND	LIBRARY	45.00
			TOTAL:	45.00
BOLTON & MENK INC	trav grn outlot d developm	GENERAL FUND	STREETS	39.50
	trav grn outlot d developm	GENERAL FUND	PARKS	31.60
	traverse green out lot d	GENERAL FUND	ECONOMIC DEVMT	237.00
	floodplain/McDonalds, ceme	GENERAL FUND	ECONOMIC DEVMT	1,058.50
	bowling alley demo plan/sp	GENERAL FUND	ECONOMIC DEVMT	4,416.00
	trav grn outlot d developm	WATER	ADMIN AND GENERAL	15.80
	sewer & watermain gps, thl	WATER	ADMIN AND GENERAL	434.00
	trav grn outlot d developm	WASTE WATER FUND	ADMIN AND GENERAL	31.60
	sewer & watermain gps poin	WASTE WATER FUND	ADMIN AND GENERAL	592.00
	trav grn outlot d developm	ELECTRIC FUND	ADMIN AND GENERAL	39.50
	sample ad for bid for dgr	STORMWATER FUND	ADMINISTRATION AND GEN	79.00
	n. 3rd/ brown st. basin	STORMWATER FUND	ADMINISTRATION AND GEN	1,535.00
	old mn c&g, anytime fitnes	STORMWATER FUND	ADMINISTRATION AND GEN	79.00
			TOTAL:	8,588.50
BOOKPAGE	10/20-9/21 subscription fo	LIBRARY FUND	LIBRARY	373.50
			TOTAL:	373.50
BRAND ADVANTAGE GROUP	utility bill forms	WATER	CUSTOMER ACCOUNTS	134.38
	utility bill forms	WASTE WATER FUND	CUSTOMER ACCOUNTS	134.38
	utility bill forms	ENVIRON SERVICES F	CUSTOMER ACCOUNTS	134.36
	utility bill forms	ELECTRIC FUND	CUSTOMER ACCOUNTS	134.38
			TOTAL:	537.50
CINTAS FIRST AID & SAFETY	safety cabinets	GENERAL FUND	STREETS	23.93
	first aid supplies	GENERAL FUND	RECREATION/LEISURE SER	37.84
	safety cabinets	GENERAL FUND	PARKS	19.14
	safety cabinets	WATER	ADMIN AND GENERAL	9.57
	safety cabinets	WASTE WATER FUND	ADMIN AND GENERAL	9.57
	safety cabinets	ENVIRON SERVICES F	ADMIN AND GENERAL	9.57
	safety cabinets	ELECTRIC FUND	ADMIN AND GENERAL	23.93
			TOTAL:	133.55
CITY OF LE SUEUR	oct. rent for garage & off	MN RIVER VALLEY TR	INTERGOVERNMENTAL	136.27
	oct. rent for garage & off	MN RIVER VALLEY TR	INTERGOVERNMENTAL	1,577.30
			TOTAL:	1,713.57
THE CMI GROUP	aug collections	ELECTRIC FUND	CUSTOMER ACCOUNTS	72.60
			TOTAL:	72.60
COLE PAPERS INC	over payment	GENERAL FUND	CITY ADMINISTRATION	42.39-
	tissue, kleenex, drawtape,	GENERAL FUND	CITY ADMINISTRATION	80.28
	over payment	GENERAL FUND	CITY CLERK	42.39-
	tissue, kleenex, drawtape,	GENERAL FUND	CITY CLERK	80.29
	over payment	GENERAL FUND	FINANCE	28.26-
	tissue, kleenex, drawtape,	GENERAL FUND	FINANCE	53.53
	over payment	GENERAL FUND	POLICE	22.61-
	tissue, kleenex, drawtape,	GENERAL FUND	POLICE	42.82
	over payment	GENERAL FUND	BUILDING INSPECTOR	11.30-
	tissue, kleenex, drawtape,	GENERAL FUND	BUILDING INSPECTOR	21.40
	over payment	GENERAL FUND	PUBLIC WORKS ADMIN	5.66-

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	tissue, kleenex, drawtape,	GENERAL FUND	PUBLIC WORKS ADMIN	10.71
	over payment	GENERAL FUND	ECONOMIC DEVMT	2.83-
	tissue, kleenex, drawtape,	GENERAL FUND	ECONOMIC DEVMT	5.35
	paper towels & cleaning su	LIBRARY FUND	LIBRARY	147.16
	cleaning supplies	LIBRARY FUND	LIBRARY	262.67
	cleaning supplies	COMMUNITY CENTER	COMMUNITY CENTER	1,050.66
	over payment	WATER	ADMIN AND GENERAL	25.44-
	tissue, kleenex, drawtape,	WATER	ADMIN AND GENERAL	48.18
	over payment	WASTE WATER FUND	ADMIN AND GENERAL	25.42-
	tissue, kleenex, drawtape,	WASTE WATER FUND	ADMIN AND GENERAL	48.15
	over payment	ELECTRIC FUND	ADMIN AND GENERAL	76.30-
	tissue, kleenex, drawtape,	ELECTRIC FUND	ADMIN AND GENERAL	144.51
			TOTAL:	1,713.11
COMFORT SYSTEMS, INC.	wood shop bldg hvac check	GENERAL FUND	STREETS	30.70
	wood shop bldg hvac check	GENERAL FUND	PARKS	24.56
	wood shop bldg hvac check	WATER	ADMIN AND GENERAL	12.28
	wood shop bldg hvac check	WASTE WATER FUND	ADMIN AND GENERAL	12.28
	wood shop bldg hvac check	ENVIRON SERVICES F	ADMIN AND GENERAL	12.28
	wood shop bldg hvac check	ELECTRIC FUND	ADMIN AND GENERAL	30.70
			TOTAL:	122.80
CORE & MAIN LP	#243 copper tube	WATER	NON-DEPARTMENTAL	1,530.00
	swift st. storm sewer main	STORMWATER FUND	TREATMENT	638.21
			TOTAL:	2,168.21
COURT SPORTS AND MORE	jason d. uniform allow.	WASTE WATER FUND	ADMIN AND GENERAL	121.00
			TOTAL:	121.00
CREATIVE AD SOLUTIONS	retirement gift	GENERAL FUND	CITY ADMINISTRATION	16.92
			TOTAL:	16.92
CRYSTEEL TRUCK EQUIPMENT INC	#112 mud flaps & plow blad	GENERAL FUND	STREETS	493.00
			TOTAL:	493.00
DEZURIK, INC.	stonel limit switch	WASTE WATER FUND	SOURCE/TREATMENT	1,459.60
			TOTAL:	1,459.60
DON'S APPLIANCE & TV	breakroom fridge filter	GENERAL FUND	STREETS	12.50
	breakroom fridge filter	GENERAL FUND	PARKS	10.00
	breakroom fridge filter	WATER	ADMIN AND GENERAL	5.00
	breakroom fridge filter	WASTE WATER FUND	ADMIN AND GENERAL	5.00
	breakroom fridge filter	ENVIRON SERVICES F	ADMIN AND GENERAL	4.99
	breakroom fridge filter	ELECTRIC FUND	ADMIN AND GENERAL	12.50
			TOTAL:	49.99
EATON/CANNON TECHNOLOGIES, INC.	#824 95 meters	ELECTRIC FUND	NON-DEPARTMENTAL	3,616.92
	#824 4 meters not delivere	ELECTRIC FUND	NON-DEPARTMENTAL	1,607.52-
			TOTAL:	2,009.40
FAMILY FRESH MARKET	program supplies	GENERAL FUND	RECREATION/LEISURE SER	7.17
	program supplies	GENERAL FUND	RECREATION/LEISURE SER	6.57
	take & make kits	LIBRARY FUND	LIBRARY	32.34
	vinegar	WATER	SOURCE OF SUPPLY	12.45
	bleach	WATER	ADMIN AND GENERAL	14.76
	bags	WATER	ADMIN AND GENERAL	16.50

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
			TOTAL:	<u>89.79</u>
FASTENAL COMPANY	bolts	GENERAL FUND	STREETS	39.11
	bolts	GENERAL FUND	PARKS	39.11
	bolts	WATER	DISTRIBUTION AND STORA	19.56
	bolts	WASTE WATER FUND	SOURCE/TREATMENT	354.23
	bolts	WASTE WATER FUND	SOURCE/TREATMENT	19.56
	bolts	ENVIRON SERVICES F	REFUSE DISPOSAL	19.56
	bolts	ELECTRIC FUND	POWER DISTRIBUTION	39.11
	bolts	STORMWATER FUND	TREATMENT	<u>19.56</u>
			TOTAL:	549.80
G AND H READY MIX, LLC	ev charging station bollar	ELECTRIC FUND	CAPITAL-DISTRIBUTION S	<u>368.00</u>
			TOTAL:	368.00
GLOWING HEARTH & HOME	annual fireplace maint.	LIBRARY FUND	LIBRARY	<u>149.00</u>
			TOTAL:	149.00
GOODTIMES MANUFACTURING	active aging week program	GENERAL FUND	SENIOR COORDINATOR	<u>510.00</u>
			TOTAL:	510.00
GREEN TECH RECYCLING	2020 appliance pick-up	ELECTRIC FUND	NON-DEPARTMENTAL	<u>775.00</u>
			TOTAL:	775.00
GUSTAVUS ADOLPHUS COLLEGE P.O.	aug. fuel	GENERAL FUND	CITY ADMINISTRATION	1.71
	aug. fuel	GENERAL FUND	CITY CLERK	0.57
	aug. fuel	GENERAL FUND	ELECTIONS	31.92
	aug. fuel	GENERAL FUND	FINANCE	167.13
	aug. fuel	GENERAL FUND	FINANCE	0.57
	aug. fuel	GENERAL FUND	POLICE	54.87
	aug. fuel	GENERAL FUND	BUILDING INSPECTOR	14.14
	aug. fuel	GENERAL FUND	PUBLIC WORKS ADMIN	1.14
	aug. fuel	GENERAL FUND	STREETS	18.30
	aug. fuel	GENERAL FUND	SENIOR COORDINATOR	206.77
	aug. fuel	GENERAL FUND	RECREATION/LEISURE SER	0.57
	aug. fuel	GENERAL FUND	PARKS	3.99
	aug. fuel	GENERAL FUND	ECONOMIC DEVMT	1.71
	aug. fuel	LIBRARY FUND	LIBRARY	16.11
	aug. fuel	COMMUNITY CENTER	COMMUNITY CENTER	1.71
	aug. fuel	WATER	CUSTOMER ACCOUNTS	87.80
	aug. fuel	WASTE WATER FUND	ADMIN AND GENERAL	4.52
	aug. fuel	WASTE WATER FUND	CUSTOMER ACCOUNTS	87.80
	aug. fuel	ENVIRON SERVICES F	CUSTOMER ACCOUNTS	87.80
	aug. fuel	ELECTRIC FUND	ADMIN AND GENERAL	0.57
	aug. fuel	ELECTRIC FUND	CUSTOMER ACCOUNTS	87.80
	aug. fuel	STORMWATER FUND	ADMINISTRATION AND GEN	<u>2.28</u>
			TOTAL:	879.78
HACH COMPANY	lab supplies	WASTE WATER FUND	SOURCE/TREATMENT	<u>294.58</u>
			TOTAL:	294.58
HENNING PROFESSIONAL SERVICES	r.o.w appraisal assistance	GENERAL FUND	ECONOMIC DEVMT	<u>826.30</u>
			TOTAL:	826.30
JON HUGHES	program supplies	GENERAL FUND	POLICE	<u>24.76</u>
			TOTAL:	24.76

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
HUNT PLUMBING & DRAIN	sewer assessment	WASTE WATER FUND	COLLECTOR/LIFT STAT	7,500.00
			TOTAL:	7,500.00
IMPACT	printing	WATER	CUSTOMER ACCOUNTS	165.56
	postage	WATER	CUSTOMER ACCOUNTS	425.61
	printing	WASTE WATER FUND	CUSTOMER ACCOUNTS	165.56
	postage	WASTE WATER FUND	CUSTOMER ACCOUNTS	425.61
	printing	ENVIRON SERVICES F	CUSTOMER ACCOUNTS	165.56
	postage	ENVIRON SERVICES F	CUSTOMER ACCOUNTS	425.62
	printing	ELECTRIC FUND	CUSTOMER ACCOUNTS	165.54
	postage	ELECTRIC FUND	CUSTOMER ACCOUNTS	425.61
	postage & flyer	ELECTRIC FUND	CUSTOMER ACCOUNTS	663.36
			TOTAL:	3,028.03
INGRAM BOOK COMPANY	books	LIBRARY FUND	LIBRARY	725.80
			TOTAL:	725.80
INNOVATIVE OFFICE SOLUTIONS LLC	office supplies	MN RIVER VALLEY TR	INTERGOVERNMENTAL	125.60
			TOTAL:	125.60
INSIGHT PUBLIC SECTOR	ups battery backups	GENERAL FUND	CITY ADMINISTRATION	29.02
	ink	GENERAL FUND	CITY ADMINISTRATION	54.81
	ups battery backups	GENERAL FUND	CITY CLERK	29.02
	ups battery backups	GENERAL FUND	FINANCE	19.35
	ink	GENERAL FUND	FINANCE	164.44
	ink	GENERAL FUND	FINANCE	42.15
	ups battery backups	GENERAL FUND	POLICE	15.48
	ink	GENERAL FUND	POLICE	187.45
	ink	GENERAL FUND	FIRE	20.46
	ups battery backups	GENERAL FUND	BUILDING INSPECTOR	7.73
	ink	GENERAL FUND	BUILDING INSPECTOR	40.76
	ups battery backups	GENERAL FUND	PUBLIC WORKS ADMIN	3.87
	ink	GENERAL FUND	PUBLIC WORKS ADMIN	90.48
	ink	GENERAL FUND	STREETS	12.74
	ink	GENERAL FUND	RECREATION/LEISURE SER	124.91
	ink	GENERAL FUND	PARKS	6.41
	ups battery backups	GENERAL FUND	ECONOMIC DEVMT	1.94
	ink	GENERAL FUND	ECONOMIC DEVMT	12.74
	ink	LIBRARY FUND	LIBRARY	215.63
	ink	PUBLIC ACCESS	PUBLIC ACCESS	20.46
	ink	COMMUNITY CENTER	COMMUNITY CENTER	6.41
	ups battery backups	WATER	ADMIN AND GENERAL	17.41
	ink	WATER	ADMIN AND GENERAL	96.89
	ups battery backups	WASTE WATER FUND	ADMIN AND GENERAL	17.39
	ink	WASTE WATER FUND	ADMIN AND GENERAL	54.81
	ink	ENVIRON SERVICES F	ADMIN AND GENERAL	6.41
	ups battery backups	ELECTRIC FUND	ADMIN AND GENERAL	52.23
	ink	ELECTRIC FUND	ADMIN AND GENERAL	90.48
	ink	STORMWATER FUND	ADMINISTRATION AND GEN	26.79
			TOTAL:	1,468.67
INTOXIMETERS	intoximeter operating supp	GENERAL FUND	POLICE	105.00
			TOTAL:	105.00
JAGUAR COMMUNICATIONS	internet	MN RIVER VALLEY TR	INTERGOVERNMENTAL	110.00
			TOTAL:	110.00

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
JT SERVICES	#460 4" induct coupler	ELECTRIC FUND	NON-DEPARTMENTAL	122.95
			TOTAL:	122.95
KEELEY FARM DRAINAGE	river rock	WATER	DISTRIBUTION AND STORA	68.00
	ev charging station-river	ELECTRIC FUND	CAPITAL-DISTRIBUTION S	136.00
			TOTAL:	204.00
KENNEDY & GRAVEN	franchise renewal	PUBLIC ACCESS	PUBLIC ACCESS	218.75
			TOTAL:	218.75
JOSH KENNEDY	drivers lic.	GENERAL FUND	STREETS	51.00
	two pairs work boots	GENERAL FUND	STREETS	379.98
			TOTAL:	430.98
MIKE KENNEDY	safety boots	GENERAL FUND	PARKS	189.99
			TOTAL:	189.99
KIND VETERINARY CLINIC PA	pound fees	GENERAL FUND	COMMUNITY SERVICE	696.95
	paws animal care	RESTRICTED CONTRIB	COMMUNITY SERVICE	69.15
			TOTAL:	766.10
KWIK TRIP INC	aug. fuel	GENERAL FUND	POLICE	1,844.45
	aug. fuel	GENERAL FUND	FIRE	26.85
	aug. fuel	GENERAL FUND	BUILDING INSPECTOR	161.37
	aug. fuel	GENERAL FUND	PUBLIC WORKS ADMIN	34.83
	aug. fuel	GENERAL FUND	STREETS	262.25
	aug. fuel	GENERAL FUND	PARKS	619.65
	aug. fuel	LIBRARY FUND	LIBRARY	33.97
	aug. fuel	COMMUNITY CENTER	COMMUNITY CENTER	26.40
	aug. fuel	WATER	SOURCE OF SUPPLY	26.48
	aug. fuel	WATER	PURIFICATION AND TREAT	39.71
	aug. fuel	WATER	DISTRIBUTION AND STORA	198.56
	aug. fuel	WATER	CUSTOMER ACCOUNTS	15.95
	aug. fuel	WASTE WATER FUND	COLLECTOR/LIFT STAT	135.10
	aug. fuel	WASTE WATER FUND	CUSTOMER ACCOUNTS	15.95
	aug. fuel	ELECTRIC FUND	POWER DISTRIBUTION	229.53
	aug. fuel	ELECTRIC FUND	CUSTOMER ACCOUNTS	15.95
	aug. fuel	STORMWATER FUND	TREATMENT	412.69
	aug. fuel	MN RIVER VALLEY TR	INTERGOVERNMENTAL	2,344.87
			TOTAL:	6,444.56
LARKSTUR ENGINEERING & SUPPLY, INC.	cam & groove bushings	WASTE WATER FUND	SOURCE/TREATMENT	137.84
			TOTAL:	137.84
LAWSON PRODUCTS, INC.	drill bits & flap wheels	GENERAL FUND	STREETS	104.42
	heat shrinks & pins	GENERAL FUND	STREETS	126.74
	drill bits & flap wheels	GENERAL FUND	PARKS	104.42
	heat shrinks & pins	GENERAL FUND	PARKS	126.74
	drill bits & flap wheels	WATER	DISTRIBUTION AND STORA	52.21
	heat shrinks & pins	WATER	DISTRIBUTION AND STORA	63.37
	drill bits & flap wheels	WASTE WATER FUND	SOURCE/TREATMENT	52.21
	heat shrinks & pins	WASTE WATER FUND	SOURCE/TREATMENT	63.37
	drill bits & flap wheels	ENVIRON SERVICES F	REFUSE DISPOSAL	52.21
	heat shrinks & pins	ENVIRON SERVICES F	REFUSE DISPOSAL	63.37
	drill bits & flap wheels	ELECTRIC FUND	POWER DISTRIBUTION	104.42
	heat shrinks & pins	ELECTRIC FUND	POWER DISTRIBUTION	126.74

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT	
	drill bits & flap wheels	STORMWATER FUND	TREATMENT	52.22	
	heat shrinks & pins	STORMWATER FUND	TREATMENT	63.38	
			TOTAL:	1,155.82	
LEXIS NEXIS	august subscription fee	GENERAL FUND	POLICE	100.00	
			TOTAL:	100.00	
LJP ENTERPRISES INC	aug. refuse & recycle	COMMUNITY CENTER	COMMUNITY CENTER	444.46	
	aug. refuse & recycle	WATER	PURIFICATION AND TREAT	99.43	
	aug. refuse & recycle	WASTE WATER FUND	SOURCE/TREATMENT	128.31	
	aug. refuse & recycle	ENVIRON SERVICES F	REFUSE DISPOSAL	3,878.97	
	aug. refuse pickup & dispo	ENVIRON SERVICES F	REFUSE DISPOSAL	21,086.80	
			TOTAL:	25,637.97	
LOFFLER	copier contract	GENERAL FUND	STREETS	53.62	
	copier contract	GENERAL FUND	PARKS	42.90	
	copier contract	WATER	ADMIN AND GENERAL	21.45	
	copier contract	WASTE WATER FUND	ADMIN AND GENERAL	21.45	
	copier contract	ENVIRON SERVICES F	ADMIN AND GENERAL	21.45	
	copier contract	ELECTRIC FUND	ADMIN AND GENERAL	53.62	
			TOTAL:	214.49	
LOU'S GLOVES, INC.	nitrile gloves	WASTE WATER FUND	ADMIN AND GENERAL	234.00	
			TOTAL:	234.00	
MADER INSULATION, LLC.	bldg b srpay foam installa	ELECTRIC FUND	CAPITAL-GENERAL PLANT	49,999.00	
			TOTAL:	49,999.00	
MEDIACOM	internet	MN RIVER VALLEY TR	INTERGOVERNMENTAL	156.90	
			TOTAL:	156.90	
MENK ELECTRIC	replace load mgt	ELECTRIC FUND	CAPITAL-DISTRIBUTION S	430.00	
			TOTAL:	430.00	
MIDWEST TAPE	dvd's	LIBRARY FUND	LIBRARY	80.21	
	dvd's	LIBRARY FUND	LIBRARY	13.99	
	august digital materials	LIBRARY FUND	LIBRARY	1,182.89	
	dvds	LIBRARY FUND	LIBRARY	25.98	
			TOTAL:	1,303.07	
MISC VENDOR	LATHROP GPM	prof services rendered ceo	GENERAL FUND	CITY ADMINISTRATION	260.00
	FULL DRAW ELECTRIC, IN	well pump repair	WATER	SOURCE OF SUPPLY	70.00
	BELL OPTICAL	jim g. safety glasses	WATER	ADMIN AND GENERAL	84.51
	BOETTCHER, SANDY	furniture pick-up refund	ENVIRON SERVICES F	NON-DEPARTMENTAL	45.00
	BOETTCHER, SANDY	furniture pick-up refund	ENVIRON SERVICES F	NON-DEPARTMENTAL	4.39
	KWIK TRIP INC.	2020 cip rebat	ELECTRIC FUND	NON-DEPARTMENTAL	480.00
			TOTAL:	943.90	
MN DEPT OF COMMERCE	2nd qtr f42021 indirect as	ELECTRIC FUND	ADMIN AND GENERAL	724.04	
	2nd qtr f42021 indirect as	ELECTRIC FUND	ADMIN AND GENERAL	1,429.34	
			TOTAL:	2,153.38	
MINNESOTA PAVING & MATERIALS	stock gravel	WATER	ADMIN AND GENERAL	406.56	
	stock gravel	WASTE WATER FUND	ADMIN AND GENERAL	406.56	
	stock gravel	ENVIRON SERVICES F	ADMIN AND GENERAL	203.27	
	stock gravel	ELECTRIC FUND	ADMIN AND GENERAL	1,016.39	

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
			TOTAL:	2,032.78
MN WASTE PROCESSING	aug. disposal	ENVIRON SERVICES F	REFUSE DISPOSAL	20,200.73
			TOTAL:	20,200.73
PETE MOULTON	mileage 09/07/20-09/18/20	GENERAL FUND	PARKS	35.07
	mileage 09/07/20-09/18/20	WASTE WATER FUND	ADMIN AND GENERAL	10.35
	mileage 09/07/20-09/18/20	ENVIRON SERVICES F	ADMIN AND GENERAL	31.63
			TOTAL:	77.05
MVTL LABORATORIES INC	wwtf testing	WASTE WATER FUND	SOURCE/TREATMENT	42.40
	wwtf nitrogen study	WASTE WATER FUND	SOURCE/TREATMENT	77.40
	wwtf nitrigen study	WASTE WATER FUND	SOURCE/TREATMENT	77.40
	mei testing	WASTE WATER FUND	SOURCE/TREATMENT	21.20
	sw testing	STORMWATER FUND	TREATMENT	57.60
			TOTAL:	276.00
NAPA AUTO PARTS OF ST PETER	brake pad, rotors, arm ass	GENERAL FUND	POLICE	690.66
	tape	GENERAL FUND	FIRE	4.08
	glow plug relay, engine co	GENERAL FUND	FIRE	5.65
	fuel filter, relay, fuel l	GENERAL FUND	STREETS	18.01
	battery charger, battery,	GENERAL FUND	STREETS	440.46
	fuel filter, relay, fuel l	GENERAL FUND	PARKS	18.01
	oil, air filter, v-belt	GENERAL FUND	PARKS	88.55
	fuel filter, relay, fuel l	WATER	DISTRIBUTION AND STORA	9.00
	window regulator, blower m	WATER	CUSTOMER ACCOUNTS	40.39
	fuel filter, relay, fuel l	WASTE WATER FUND	SOURCE/TREATMENT	9.00
	window regulator, blower m	WASTE WATER FUND	CUSTOMER ACCOUNTS	40.39
	fuel filter, relay, fuel l	ENVIRON SERVICES F	REFUSE DISPOSAL	9.00
	oil filter, hood lift supp	ENVIRON SERVICES F	REFUSE DISPOSAL	53.84
	window regulator, blower m	ENVIRON SERVICES F	CUSTOMER ACCOUNTS	40.37
	fuel filter, relay, fuel l	ELECTRIC FUND	POWER DISTRIBUTION	18.01
	hose end fitting, weathers	ELECTRIC FUND	POWER DISTRIBUTION	152.37
	window regulator, blower m	ELECTRIC FUND	CUSTOMER ACCOUNTS	40.39
	fuel filter, relay, fuel l	STORMWATER FUND	TREATMENT	9.00
	air filter, oil leveledipst	STORMWATER FUND	TREATMENT	41.36
	tire valve, brake caliper,	MN RIVER VALLEY TR	NON-DEPARTMENTAL	274.99
	shop towels	MN RIVER VALLEY TR	INTERGOVERNMENTAL	89.70
			TOTAL:	2,093.23
NELSON PRINTING COMPANY	letterhead	GENERAL FUND	FINANCE	206.15
	ups	GENERAL FUND	POLICE	20.41
	ups	WATER	ADMIN AND GENERAL	34.79
	ups	WATER	ADMIN AND GENERAL	39.63
	bill change slips	WATER	CUSTOMER ACCOUNTS	7.82
	bill change slips	WASTE WATER FUND	CUSTOMER ACCOUNTS	7.82
	bill change slips	ENVIRON SERVICES F	CUSTOMER ACCOUNTS	7.83
	ups	ELECTRIC FUND	ADMIN AND GENERAL	36.07
	bill change slips	ELECTRIC FUND	CUSTOMER ACCOUNTS	7.83
			TOTAL:	368.35
LORI OACHS	furniture refund	ENVIRON SERVICES F	NON-DEPARTMENTAL	90.00
	furniture refund	ENVIRON SERVICES F	NON-DEPARTMENTAL	9.78
			TOTAL:	99.78
DOUGLAS C. & LAURIE OPHEIM	furniture pick-up refund	ENVIRON SERVICES F	NON-DEPARTMENTAL	20.00

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	furniture pick-up refund	ENVIRON SERVICES F	NON-DEPARTMENTAL	<u>1.95</u>
			TOTAL:	21.95
OVERHEAD DOOR COMPANY OF MANKATO INC	garage door repair	GENERAL FUND	MUNICIPAL BUILDING	<u>684.40</u>
			TOTAL:	684.40
PENWORTHY	books	LIBRARY FUND	LIBRARY	<u>236.13</u>
			TOTAL:	236.13
QUALITY FLOW SYSTEMS, INC	plugged pump	WASTE WATER FUND	COLLECTOR/LIFT STAT	<u>693.00</u>
			TOTAL:	693.00
RED WING SHOE STORE	jason d. boots	WASTE WATER FUND	ADMIN AND GENERAL	186.99
	raoul boots	ENVIRON SERVICES F	REFUSE DISPOSAL	<u>186.99</u>
			TOTAL:	373.98
RENT-N-SAVE	aug. restroom rental	GENERAL FUND	PARKS	<u>510.00</u>
			TOTAL:	510.00
RIVER BEND BUSINESS PRODUCTS	evvelopes, scissors, folde	GENERAL FUND	STREETS	9.30
	evvelopes, scissors, folde	GENERAL FUND	PARKS	7.44
	evvelopes, scissors, folde	WATER	ADMIN AND GENERAL	3.72
	evvelopes, scissors, folde	WASTE WATER FUND	ADMIN AND GENERAL	3.72
	evvelopes, scissors, folde	ENVIRON SERVICES F	ADMIN AND GENERAL	3.70
	evvelopes, scissors, folde	ELECTRIC FUND	ADMIN AND GENERAL	<u>9.30</u>
			TOTAL:	37.18
RIVER'S EDGE HOSPITAL & CLINIC	lab testing	GENERAL FUND	STREETS	29.00
	lab testing	GENERAL FUND	SWIMMING POOL	203.00
	lab testing over payment	GENERAL FUND	PARKS	58.00-
	lab testing	MN RIVER VALLEY TR	INTERGOVERNMENTAL	<u>64.00</u>
			TOTAL:	238.00
SAFARILAND, LLC	klaseus 4 day training	GENERAL FUND	POLICE	<u>895.00</u>
			TOTAL:	895.00
SITEONE LANDSCAPE SUPPLY	eab tree-age r10 insectici	ENVIRON SERVICES F	REFUSE DISPOSAL	<u>15,363.00</u>
			TOTAL:	15,363.00
SOUTHERN MN MUNICIPAL POWER AGENCY	smmpa purchased power	ELECTRIC FUND	POWER SUPPLY	<u>792,078.51</u>
			TOTAL:	792,078.51
ST PETER GLASS	fire extinguisher cabinet	COMMUNITY CENTER	COMMUNITY CENTER	<u>90.00</u>
			TOTAL:	90.00
ST PETER HERALD	outlot d Trav Grn pub hear	GENERAL FUND	ECONOMIC DEVMT	<u>115.20</u>
			TOTAL:	115.20
STANLEY ACCESS TECHNOLOGIES	install door & controller	LIBRARY FUND	LIBRARY	2,500.00
	door repair	LIBRARY FUND	LIBRARY	<u>2,230.00</u>
			TOTAL:	4,730.00
STAPLES ADVANTAGE	manila folders	GENERAL FUND	ELECTIONS	<u>247.20</u>
			TOTAL:	247.20
STATE INDUSTRIAL PRODUCTS	hand soap	LIBRARY FUND	LIBRARY	42.97

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	hand soap	COMMUNITY CENTER	COMMUNITY CENTER	<u>171.90</u>
			TOTAL:	214.87
STUART C. IRBY CO.	#925 pme-9 switchgear	ELECTRIC FUND	NON-DEPARTMENTAL	31,780.00
	#925 elbow switchgear	ELECTRIC FUND	NON-DEPARTMENTAL	<u>15,890.00</u>
			TOTAL:	47,670.00
SURPLUS SERVICES	2014 chev equinox for bldg	GENERAL FUND	BUILDING INSPECTOR	<u>10,320.00</u>
			TOTAL:	10,320.00
SWANK MOTION PICTURES INC	movie event lic.	LIBRARY FUND	LIBRARY	<u>200.00</u>
			TOTAL:	200.00
TRANE	chiller repair	COMMUNITY CENTER	COMMUNITY CENTER	<u>976.00</u>
			TOTAL:	976.00
TRAVERSE DES SIOUX GARDEN CENTER	downtown flower	ENVIRON SERVICES F	REFUSE DISPOSAL	<u>50.97</u>
			TOTAL:	50.97
TRUSTWORTHY HARDWARE	office supplies	MN RIVER VALLEY TR	INTERGOVERNMENTAL	<u>49.19</u>
			TOTAL:	49.19
VERIZON WIRELESS	aug. jetpacks	GENERAL FUND	CITY ADMINISTRATION	35.01
	aug. cell phone bill	GENERAL FUND	POLICE	327.52
	aug. jetpacks	GENERAL FUND	BUILDING INSPECTOR	35.01
	aug. jet packs	GENERAL FUND	STREETS	8.75
	aug. jet packs	GENERAL FUND	PARKS	7.00
	aug. jet packs	WATER	ADMIN AND GENERAL	3.50
	aug. jet packs	WATER	ADMIN AND GENERAL	35.01
	aug. jet packs	WASTE WATER FUND	ADMIN AND GENERAL	3.50
	aug. jet packs	ENVIRON SERVICES F	ADMIN AND GENERAL	3.51
	aug. jet packs	ELECTRIC FUND	ADMIN AND GENERAL	8.75
	aug. cell phone & data	MN RIVER VALLEY TR	INTERGOVERNMENTAL	<u>123.33</u>
			TOTAL:	590.89
VESSCO, INC	flow monitors	WATER	PURIFICATION AND TREAT	<u>966.06</u>
			TOTAL:	966.06
VWR INTERNATIONAL	lab supplies	WASTE WATER FUND	SOURCE/TREATMENT	33.16
	lab supplies	WASTE WATER FUND	SOURCE/TREATMENT	59.86
	lab supplies	WASTE WATER FUND	SOURCE/TREATMENT	<u>158.64</u>
			TOTAL:	251.66
W.W. BLACKTOPPING, INC.	compost site parking lot	GENERAL FUND	STREETS	31,487.60
	compost site lot	GENERAL FUND	STREETS	209.48
	compost site parking lot	ENVIRON SERVICES F	CAPITAL-GENERAL PLANT	<u>10,564.90</u>
			TOTAL:	42,261.98
WALTER F STEPHENS JR INC	uniform shipping	GENERAL FUND	POLICE	<u>23.60</u>
			TOTAL:	23.60
WESCO DISTRIBUTION INC	pat m. fr rain gear	ELECTRIC FUND	ADMIN AND GENERAL	<u>443.36</u>
			TOTAL:	443.36
EDWIN D WETHERILL	name already on the vets m	MN SQUARE VETERANS	NON-DEPARTMENTAL	<u>250.00</u>
			TOTAL:	250.00

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
===== FUND TOTALS =====				
101	GENERAL FUND	64,342.08		
211	LIBRARY FUND	8,644.48		
213	PUBLIC ACCESS	239.21		
217	COMMUNITY CENTER	2,767.01		
601	WATER	5,474.61		
602	WASTE WATER FUND	14,123.99		
603	ENVIRON SERVICES FUND	73,060.63		
604	ELECTRIC FUND	900,860.16		
606	STORMWATER FUND	3,704.06		
820	RESTRICTED CONTRIBUTIONS	69.15		
827	MN SQUARE VETERANS MEMORI	250.00		
830	MN RIVER VALLEY TRANSIT	5,052.15		

	GRAND TOTAL:	1,078,587.53		

TOTAL PAGES: 11

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2020 -

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 \$10,000 are hereby approved:

Table with 4 columns: VENDOR, ITEMS, PRICE, FUNDING. Rows include Kris Engineering (Cutting Edges Replacement, \$16,881.38, Streets) and RDP Technologies (Internal Heat Tube Assembly, \$10,791.80, Wastewater).

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

Temporary Gambling License

St. Peter Lions 600 South 5th Street 10/27/20

Chicken Keeping Permit

Joe and Cassie Flynn 914 Menk Drive

- 3. The following individuals are appointed as Election Judges for the November 3, 2020 general election:

List of names for Election Judges: Tyra Ericson, Brian Conlon, Megan Roach, Dave Witte, Shelley Lee, Sarah Shields, Deborah Fichtner, Bruce Berglund, Terena Wilkens, Joseph Urban, Alternates: Paul Bulger, Jordyn Olson-Merrick, Barbara Kley, Patricia Krenik, Dan Honetschlager, Allen Henry, Kathleen Grube, Cheryl Casteen, Reed Kottke, Angela Obermiller, McKenna Van Zee (Trainee), Maddalena Marinari, Ruth Janni, Carter Learned, Regina Dobosenski, Cory Abels, Susan Honetschlager, Jacquelyn Henry, Sarah Ruble, Jean Sandland, Christopher Hanson, Bill Kautt.

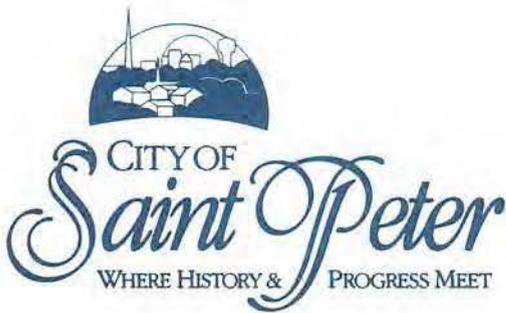
- 4. The schedule of disbursements for September 10, 2020 through September 23, 2020 is hereby approved.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota this 28th day of September, 2020.

Charles Zieman
Mayor

ATTEST:

Todd Prafke
City Administrator



Memorandum

TO: Todd Prafke
City Administrator

DATED: September 23, 2020

FROM: Sally Vogel
Finance Director

RE: 2020 Broadway Generation Plant Upgrade Equipment Certificate Bids

ACTION/RECOMMENDATION

Approve the attached resolution to accept the 2020 Broadway Generation Plant Upgrade Equipment Certificate bid from Pioneer Bank.

BACKGROUND

At the August 24, 2020 City Council approved the Broadway Generation Plant Upgrades for generator and building automation systems, using an equipment certificate. The equipment certificate will be funded by the Electric Fund for the following bids which were recently awarded by the City Council:

\$284,580	Generator Monitoring System and Engine Monitoring Control Panels
\$ 60,390	Building Automation System Upgrade

These purchases totaling \$344,970 will be funded through issuance of Broadway Generation Plant Upgrade 2020 equipment certificates in the amount of \$345,000.

The Council discussed the relative benefit of issuing debt versus using cash and directed staff to pursue the Equipment Certificate as interest rates were expected to be low and ensuring a slightly higher fund balance was a benefit.

Request for proposals for these equipment certificates were included on the City's website and sent directly to six banks but only Pioneer, First National and Hometown Banks in St. Peter provided proposals. The interest cost for each proposal is shown here:

Pioneer Bank	\$15,525.00
First National Bank	\$21,907.50
HomeTown Bank	\$22,632.00
Bremer Bank	no proposal
CCF	no proposal
Bank of America	no proposal

I recommend accepting the lowest cost proposal (1.5% for each of the five years) from Pioneer Bank.

FISCAL IMPACT:

The Electric Fund will be used for the payment of principal and interest of this Certificate according to the amortization schedule.

ALTERNATIVES AND VARIATIONS:

Do not act: As bids have already been awarded for the two projects, failure to accept the equipment certificate proposals would result in the bid costs being funded by the Electric Fund.

Negative vote: Funding for the two bid awards at the generation plant will be from the Electric Fund.

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.

SV

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2020 -

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

**RESOLUTION AWARDING THE SALE OF \$345,000 BROADWAY GENERATION PLANT
UPGRADE EQUIPMENT CERTIFICATES OF INDEBTEDNESS OF 2020; FIXING THE FORM
AND SPECIFICATIONS THEREOF; AND PROVIDING FOR THEIR PAYMENT**

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

SECTION 1. Findings.

1.01 The City is authorized by Minnesota Statutes 412.301 (Act) to issue and sell its certificates of indebtedness on such terms and in such manner as the City determines to provide funds to finance the purchase of certain capital equipment subject to certain limitations contained in the Act.

1.02 It is hereby determined that the City is in need of various items of capital equipment ("Equipment"), which items and the estimated cost thereof are listed on Exhibit 1, attached hereto and made a part hereof. It is declared to be the intention of this Council to purchase the items of Equipment for the estimated costs listed on Exhibit 1, but this Council reserves the right to substitute other items of Equipment for those listed, when in its judgment, such factors as availability of the Equipment, competitive bidding considerations, and the desirability of obtaining alternate Equipment so dictate.

1.03 It is further found and determined as required by the Act that the principal amount of obligations to be issued will not exceed 0.25 percent of the market valuation of the taxable property in the City.

1.04 The City shall therefore issue and sell its Broadway Generation Plant Upgrade Equipment Certificates of Indebtedness of 2020("Certificates") pursuant to the Act to finance the purchase of the Equipment. Pursuant to Resolution 2019-154, quotes were solicited from local financial institutions.

SECTION 2. Sale of Certificates

2.01 The quote from Pioneer Bank ("Purchaser") to purchase the Certificates is hereby found and determined to be a reasonable offer and shall be and is hereby accepted, such bid being to purchase the Certificates at a price of par, the Certificates bearing interest at the following rates:

Certificate No. 1 – 1.50 percent per annum
Certificate No. 2 – 1.50 percent per annum
Certificate No. 3 – 1.50 percent per annum
Certificate No. 4 – 1.50 percent per annum
Certificate No. 5 – 1.50 percent per annum

The Mayor, City Clerk/Administrator, and City Treasurer are directed to enter into a purchase contract for the Certificates with the Purchaser.

The Certificates may be prepaid in whole or in part by the City on any date at a price of the par amount to be redeemed plus accrued interest to the date of redemption. Prepayments shall be applied first to interest due and then to principal, and no prepayment shall relieve the City of the obligation to pay the remaining outstanding principal amount of the Certificates.

2.02 The City shall forthwith issue and sell the Certificates in the principal amount of \$345,000 dated as of the date of delivery, the Certificates being in the form of five typewritten certificates fully registered in the name of the Purchaser, bearing interest as set forth above, and which Certificates mature serially in the years and amounts as follows:

Certificate No. 1 in the principal amount of \$69,000 shall mature October 1, 2021.

Certificate No. 2 in the principal amount of \$69,000 shall mature October 1, 2022.

Certificate No. 3 in the principal amount of \$69,000 shall mature October 1, 2023.

Certificate No. 4 in the principal amount of \$69,000 shall mature October 1, 2024.

Certificate No. 5 in the principal amount of \$69,000 shall mature October 1, 2025.

SECTION 3. Form: Execution.

3.01 Registered Form. The Certificates shall be issued in fully registered form. The interest thereon and, upon surrender of the Certificates, the principal amount thereof shall be payable by check or draft issued by the City Treasurer.

3.02 Dates: Interest Payment Dates. The interest on the Certificates is payable to the registered owner thereon on October 1st, commencing on October 1, 2020.

3.03 Registration. The City shall appoint a Certificate Registrar ("Registrar").

[a] Appointment of Initial Registrar. The City hereby appoints the Purchaser as the Initial Registrar.

[b] Registrar. The Registrar shall keep at his or her principal office a Certificate Register in which the Registrar shall provide for registration of ownership of Certificates.

[c] Transfer of Certificates. Upon surrender for transfer of the Certificates, duly endorsed by the registered owner thereof or accompanied by a written instrument of transfer, in form satisfactory to the Registrar, duly executed by the registered owner thereof by an attorney duly authorized by the owner in writing, the Registrar shall note the name of the new owner in the Certificate Register and upon the Registration Certificate on the Certificates.

[d] Persons Deemed Owners. The City and the Registrar may treat the person in whose name the Certificates are at any time registered in the Certificate Register as the absolute owner of such Certificates, whether the Certificates shall be overdue or not, for the purpose of receiving payment of, or on account of, the principal of and interest on such Certificates, and for all other purposes, and so made to such registered owner or upon the owner's order shall be valid and

effectual to discharge the liability upon such Certificates to the extent of the sum or sums so paid.

3.04 Execution, Authentication, and Delivery. The Certificates shall be prepared under the direction of the City Treasurer and shall be executed on behalf of the City by the manual signatures of the Mayor and the City Clerk/Administrator. In case any officer whose signature or a facsimile of whose signature shall appear on the Certificates shall cease to be such officer before the delivery of the Certificates, such signature or facsimile shall nevertheless be valid and sufficient for all purposes, the same as if he or she had remained in office until delivery. When the Certificates have been so prepared, executed and authenticated, the City Treasurer shall deliver the same to the Purchaser thereof upon payment of the purchase price in accordance with the contract of sale heretofore made and executed, and the Purchaser shall not be obligated to see to the application of the purchase price.

3.05 Form of the Certificates. The Certificates shall be prepared in substantially the following form:

**UNITED STATES OF AMERICA
STATE OF MINNESOTA
COUNTY OF NICOLLET
CITY OF SAINT PETER
GENERAL OBLIGATION EQUIPMENT CERTIFICATE OF 2020**

No. 1. \$ 69,000

The City of Saint Peter, a duly organized and existing municipal corporation in Nicollet County, Minnesota acknowledges itself to be indebted and, for the value received, hereby promises to pay Pioneer Bank, Minnesota or registered assigns, the principal sum of Sixty nine thousand dollars(\$69,000) on October 1, 2021, with interest thereon from the date hereof at the annual rate of 1.50 percent per annum for certificate No.1, 1.50 percent per annum for certificate No. 2, 1.50 percent per annum for certificate No. 3, 1.50 percent per annum for certificate No. 4, 1.50 percent per annum for certificate No. 5, payable October 1st, in each year, commencing October 1, 2021, to the person in whose name this Certificate is registered. The interest hereon and, upon presentation and surrender hereof, the principal hereof are payable in lawful money of the United States of America by check or draft at the office of the City Treasurer in Saint Peter, Minnesota. For the prompt and full payment of such principal and interest as the same respectively become due, the full faith and credit and taxing powers of the City have been and are hereby irrevocably pledged.

This Certificate may be prepaid in whole or in part by the City on any date at the price of the par amount to be redeemed plus accrued interest to the date of redemption. Prepayments shall be applied first to interest due, and then to principal and no prepayment shall relieve the City of the obligation to pay the remaining outstanding principal amount of this Certificate.

This Certificate is one of an issue in the total amount of \$345,000, issued pursuant to a resolution adopted by the City Council on August 24, 2020 (the "Resolution") for the purpose of providing money to defray the expenses incurred and to be incurred in purchasing various items of capital equipment, pursuant to and in full conformity with the Constitution and laws of the State of Minnesota, including Minnesota Statutes 412.301, but constitutes a general obligation of the City and, to provide monies for the prompt and full payment of said principal and interest as the same become due, the full faith and credit of the City is hereby irrevocable pledged, and the City Council has duly levied ad valorem taxes on all taxable property in the City for the payment of principal and interest of this Certificate, and will levy on all the taxable property in the City without limitation as to

the rate or amount. As provided in the Resolution and subject to certain limitations set forth therein, this Certificate is transferable on the books of the Certificate Registrar by the registered owner hereof in person or by the owner's attorney duly authorized in writing upon surrender hereof together with a written instrument of transfer satisfactory to the Certificate Registrar, duly executed by the registered owner or the owner's attorney.

The City and Certificate Registrar may deem and treat the person in whose name this Certificate is registered as the absolute owner hereof, whether this Certificate is overdue or not, for the purpose of receiving payment and for all other purposes, and neither the City nor the Certificate Registrar shall be affected by notice to the contrary.

IT IS HEREBY CERTIFIED, RECITED, COVENANTED AND AGREED that all acts, conditions, and things required by the Constitution and laws of the State of Minnesota to be done, to exist, to happen and to be performed preliminary to and in the issuance of this Certificate in order to make it a valid and binding obligation of the City in accordance with its terms, have been done, do exist, have happened and have been performed as so required, and that the issuance of this Certificate does not cause the indebtedness of the City to exceed any constitutional or statutory limitation of indebtedness.

IN WITNESS WHEREOF, the City of Saint Peter, Nicollet County, Minnesota, by its City Council has caused this Certificate to be executed on its behalf by the facsimile signatures of the Mayor and City Clerk/Administrator and has caused this Certificate to be dated as of the date set forth below.

Dated: _____

CITY OF SAINT PETER, MINNESOTA

City Clerk/Administrator

Mayor

Registration Certificate
(to be attached to the Certificate)

3.06 The City Treasurer shall obtain a copy of the proposed approving legal opinion of the City Attorney, which shall be complete. The City Treasurer is hereby authorized and directed to execute the Certificates in the name of the City upon receipt of such opinion and to file the opinion in the City offices.

SECTION 4. Security

4.01 There is hereby created a separate debt service fund (Fund) for the Certificates, which shall be used for no other purpose than to pay the principal of and interest on the Certificates, provided that if any payment of principal or interest shall become due when there is not sufficient money in the Fund to pay the same, the Treasurer shall pay such principal or interest from the General Fund of the City and the General Fund shall be reimbursed for such advances out of monies appropriated by the City Council for such purpose.

4.02 For the purpose of paying the principal of and interest on the Certificates, there is hereby using Electric Fund revenues.

4.03 The net proceeds of the Certificates shall be paid into a special 2020 Equipment Certificate account ("Account") hereby created in the Fund. Expenditures from the Account shall be made only for capital costs of the Equipment financed by the Certificates. Records of expenditures from the Account shall be kept of such nature as are adequate to enable the City Treasurer to determine the following:

- [a] the date on which five percent (5%) of the Net Proceeds of the Certificates will have been expended;
- [b] the date on which final payment for all Equipment shall have been made;
- [c] the date on which an amount of money equal to the Net Proceeds of the Certificates, from whatever source derived, shall have been expended for the acquisition of the Equipment.

The City Treasurer shall at the request of any Certificate holder or of bond counsel approving issuance of the Certificates, furnish certificates regarding the status of the monies in the Account. Sums in the Account may be invested as permitted by law and will be invested in accordance with and subject to the conditions expressed in Section 5.02.

SECTION 5. Transcription: Miscellaneous

5.01 The officers of the City are hereby authorized and directed to prepare and furnish to the Purchaser and to the attorneys approving the Certificates, certified copies of proceedings and records of the City relating to the Certificates, and to the financial condition and affairs of the City, and such certificates, affidavits and transcripts as may be required to show the facts within their knowledge or as shown by the books and records in their custody and under their control, relating to the validity and marketability of the Certificates, and such instruments, including any heretofore furnished, shall be deemed representations of the City as to the facts stated therein.

5.02 The City covenants and agrees with the holder of the Certificates from time to time that it will not take or permit to be taken by any of its officers, employees, or agents, any action which would cause the interest on the Certificates to become subject to taxation under the Internal Revenue Code of 1954, as amended (the "Code"), and the Treasury Regulations promulgated there under, and that it will comply with all provisions of H.R. 3838 in the form in which it was adopted by the United States House of Representatives on 18 December 1985 to maintain the tax exempt status of interest on the Certificates. The Certificates are hereby designated by the City as "qualified taxable obligations" and a part of its \$10,000,000 limitation of such obligations within the meaning of and for purposes of Section 902(e)(3) of H.R. 3838, adopted by the United States House of Representatives on 18 December 1985. In the event H.R. 3838 is not adopted in the form referred to above, or in any form, the covenants in this section and in Section 4.03 will be of no further force or effect.

5.03 It is hereby determined that no comprehensive official statement or prospectus has been prepared or circulated by the City in connection with the sale of the Certificates and that the Purchaser has made its own investigation concerning the City as set forth in investment letter.

5.04 The actions of the officers and employees of the City in contacting prospective purchasers for the Certificates are ratified and confirmed in all respects.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 28th day of September, 2020.

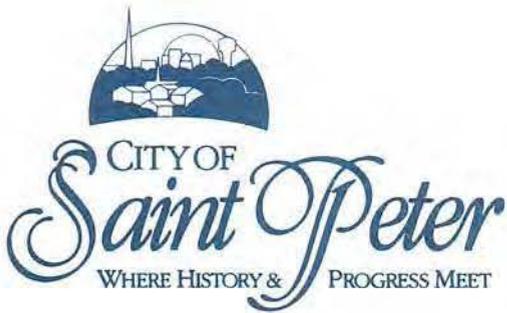
Chuck Zieman
Mayor

ATTEST:

Todd Prafke
City Administrator

EXHIBIT 1
2020 BROADWAY GENERATION PLANT UPGRADE EQUIPMENT CERTIFICATE

\$284,580	GENERATOR MONITORING SYSTEM AND ENGINE MONITORING CONTROL PANELS
\$60,390	BUILDING AUTOMATION SYSTEM



Memorandum

TO: Todd Prafke
City Administrator

DATED: September 23, 2020

FROM: Sally Vogel
Finance Director

RE: MVAC Utility bill Program

ACTION/RECOMMENDATION

Approve the attached resolution setting up a residential utility bill assistance program through Minnesota Valley Action Council (MVAC), to help City utility customers with utility bills using CARES funds of \$50,000.

BACKGROUND

COVID 19 has caused hardship for residents of St. Peter. The City received \$901,000 in Federal funds to be used for expenditures incurred by the City due to COVID 19.

One of the ways the CARES funding can be utilized is to assist residential utility customers with bills incurred during the period March 1, 2020 – December 31, 2020. Most assistance programs offered only assist with the Electric portion of the utility bills, but working with Minnesota Valley Action Council I propose to develop a program that will assist with payment of all of the City's utility charges including electric, water, wastewater, stormwater, environmental services and refuse.

The Program would be as follows:

- The City will send \$50,000 of CARES funding to MVAC.
- MVAC will screen and confirm City residential utility customers are eligible to receive help from CARES funds. Eligibility criteria will be based on the following:
 - Households must be income eligible for Energy Assistance Program (EAP) which is 50% of the State Median income which will be verified through submission of three month's income and making sure the applicant completes an EAP 2020-2021 application. EAP 2020 recipients will receive a 2021 application by mail shortly and new applicants will be able to request one to be distributed by mid-September.
 - Households must not have other resources available to resolve the crisis/shut off situation. MVAC does not anticipate having EAP 2021 funds until mid-October or later.
 - Households must have been impacted by COVID 19 as evidenced by the execution of a COVID -19 Certification.

- MVAC will contact the City to confirm that the household/customer is in an emergency situation (disconnected, limiting meter installed, shut off pending) and how much is past due on the bill. If the customer qualifies, a portion of the City's CARES money (the \$50,000) will be forwarded from MVAC to the City for payment of the utility bill.
- The utility customer will be notified by MVAC regarding how much was paid on the outstanding bill.
- MVAC will invoice the City monthly for administration fees at the rate of \$45 per hour.
- MVAC will track expenditures and provide a summary of those persons assisted on request.

I request approval of this program and use of \$50,000 in CARES funds.

FISCAL IMPACT:

Only \$50,000 of the CARES Act funds will be utilized.

ALTERNATIVES AND VARIATIONS:

Do not act: Help will not be provided for residents for utility payments.

Negative vote: Past due customers impacted by COVID-19, could have limiting meters installed at their residences.

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.

SV

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2020 -

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

**RESOLUTION ESTABLISHING TEMPORARY COVID-19 UTILITY PAYMENT ASSISTANCE
PROGRAM FOR RESIDENTIAL UTILITY CUSTOMERS EXPERIENCING NEGATIVE
ECONOMIC IMPACT DUE TO COVID-19**

WHEREAS, COVID-19 has created a negative economic impact for many Saint Peter residential utility customers; and

WHEREAS, many of these customers are unable to pay their utility bills as the City enters in to the State mandated "cold weather rule" period; and

WHEREAS, the City has received \$901,000 in CARES Act funding that could be used to assist these customers with payment of utility charges; and

WHEREAS, staff has worked with Minnesota Valley Action Council (MVAC) to develop an assistant program for these customers with eligibility based on the guidelines established in the Federal Energy Assistant Program (EAP); and

WHEREAS, MVAC is willing and able to administer the program on behalf of the City for an hourly rate; and

WHEREAS, staff recommends \$50,000 from the CARES Act funds be dedicated to this temporary utility assistant program.

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

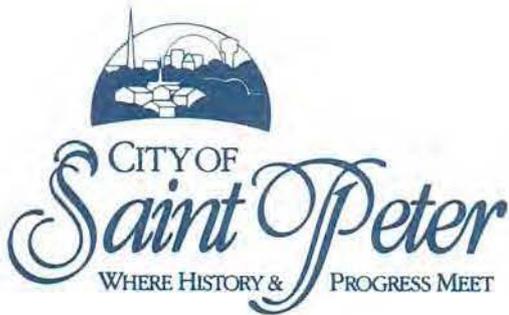
1. The City of Saint Peter's Temporary COVID-19 Residential Utility Customers Payment Assistance Program is hereby established.
2. The program shall be administered by Minnesota Valley Action Council at the rate of \$45 per hour. Eligible applicants must meet the qualifications outlined in the Federal Energy Assistance Program requirements regarding income which traditionally cover s electric cost but will additionally allow for payment of water, wastewater, stormwater, refuse and environmental service fees.
3. The program shall be funded with \$50,000 from the City's CARES Act funds which will cover any utility payment assistance to customers and MVAC's administrative charges.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 28th day of September, 2020.

Charles Zieman
Mayor

ATTEST:

Todd Prafke
City Administrator



Memorandum

TO: Honorable Mayor Zieman
Members of the City Council

DATE: 9/24/2020

FROM: Todd Prafke
City Administrator

RE: Request For City Assistance: Haunted Hayrides

ACTION/RECOMMENDATION

Provide approval for City assistance for a fundraising event sponsored by the Nicollet County Trails Association in Riverside Park October 15th-17th and October 23-24, 2020.

BACKGROUND

The Nicollet County Trails Association has submitted a request for City assistance for a fundraising event to be held on two weekends in October in Riverside Park. This event was previously conducted as a hayride, but with COVID-19 restrictions, the Association has modified the event to become a drive-through event where guests will remain in their vehicles. The event would begin and end at the Mill Pond area of Riverside Park, but would mostly take place within the southern portion of the park south of the Mill Pond and east of the homes along South Front Street. This is their sixth year for this family friendly, alcohol free event.

The minimum maintenance road that would be utilized to enter this area of Riverside Park is normally blocked by large concrete barricades. These would be temporarily removed by the City. City employees access this section of the park on Walnut Street and utilize the area for snow storage during the winter.

The request is similar to that submitted in prior years and the organizers are once again seeking permission to operate until midnight each night. Previously authorization was provided until 11:00 p.m. but it was extended to midnight in 2019 with no complaints.

The organizers have been diligent in planning for COVID-19 issues and have developed a COVID-19 response plan that is included for Council information. In addition, no food, beverages, or pumpkins/gourds will be sold this year and the children's activities (corn pit and others), will not take place this year. The group has been very proactive in planning that will keep not only the guests safe but the volunteers as well.

Funds raised by the event will be used to groom and maintain snowmobile trails in and around Saint Peter.

The organizers would be required to submit a certificate of insurance naming the City as an additional insured in an amount of not less than \$1,500,000 per occurrence. This is the same requirement other community event organizers must comply with.

I recommend approval of the request for City assistance for this event.

FISCAL IMPACT:

The expected fiscal impact to the City is approximately \$3,000.

ALTERNATIVES/VARIATIONS:

Do Not Act: Should the Council choose to take no action on the request, Association officials will be notified and the events will not take place.

Negative vote: Association officials will be notified of the Council's decision.

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

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

TP/bal

Nicollet County Trails Association Club
Mill Pond Haunted Hayride Drive Through Event - October 2020

September 09, 2020

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



Dear City Administration Office,

As a fundraiser for the Nicollet County Trails Association, we would like to hold the annual Mill Pond haunted hayride event in Saint Peter. This year the dates would be Thursday, October 15 and running through Saturday October 24 (Thursday, October 15 – Saturday October 17 and Friday October 23 – Saturday October 24 – 4p.m. to 12a.m with gates opening at 4pm). All areas will be cleaned of litter each evening and early morning the following day.

***Tulip Insurance Supplement has been accepted by the Nicollet County Trails Association for 2 million dollars**

The Nicollet County Trails Association is requesting support from the City of Saint Peter in making this day possible. The following requests are as followed.

1. Reservation of Mill Pond – trail 2, east of Mill Pond
2. Permission to have volunteers park along South Front Street and Municipal Lots
3. We request the use of public restrooms at the Mill Pond for workers – we will sanitize in between uses
4. Permission to drive side by sides/ATVs/golf cart/gator for transporting people to scenes.

The following items will be supplied by the Nicollet County Trails Association

1. Trails will consist of approximately 22 scenes
 - a. A new trail route has been designed to accommodate safe vehicle travel
2. Tiki Torches will be used along the trail
 - a. Wire-tied to a steel t-post preventing them from falling over
 - b. Water barrels will be placed along the trail route
3. Approximately 3 fire rings made of steel barrels will be used in some scenes
 - a. Emergency water barrels will be near by
4. 2-way radios will be used to provide efficient communication between traffic workers and scene operators.
5. Quiet generators will be used in certain scenes
6. Barricades by haunt sites to keep vehicles at a safe distance from site workers.
7. Lighting between sites for visibility of driver's.

Contacts

Kenny Johnson 507-327-8200
Jamie Lorentz 507-327-6523
Allan Campbell 763-439-6256

Timeline of the Event

Thursday October 15

6:00 p.m. Gates open
11:00 p.m. Event Closes for the night

Friday, October 16

6:00 p.m. Gates open
11:00 p.m. Event Closes for the night

Saturday, October 17

6:00 p.m. Gates open
11:00 p.m. Event closes for the night

Friday, October 23

6:00 p.m. Gates open
11:00 p.m. Event Closes for the night

Saturday, October 24

6:00 p.m. Gates open
11:00 p.m. Event Closes for the season

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2020 -

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

**RESOLUTION APPROVING REQUEST FOR CITY ASSISTANCE FOR NICOLLET COUNTY
TRAILS ASSOCIATION HAUNTED HAYRIDES**

WHEREAS, the Nicollet County Trails Association Snowmobile Club has requested City assistance for a fundraising event on City owned property; and

WHEREAS, the Association wishes to provide haunted hayrides beginning and ending at the Mill Pond area of Riverside Park; and

WHEREAS, the rides will include travel through the southern portion of Riverside Park on the minimum maintenance road and other trails; and

WHEREAS, due to COVID-19 restrictions, the Association wishes to convert this year's fundraiser to a "drive-through" event; and

WHEREAS, the Association has developed detailed plans to address COVID-19 issues that are designed to keep both guests and volunteers safe; and

WHEREAS, the City Council has previously approved City assistance for certain community events; and

WHEREAS, funds raised by the event will be used to groom and maintain snowmobile trails in and around Saint Peter; and

WHEREAS, staff recommends approval of the request for City assistance.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SAINT PETER, NICOLLET COUNTY, MINNESOTA, THAT: The request by the Nicollet County Trails Association for City assistance for the Haunted Hayrides event is hereby approved as follows:

1. The Association will be allowed to:
 - Use Riverside Park and the Mill Pond area for the event for the periods October 15-17 and October 23-24, 2020. The hayride events will occur on weekend evenings from approximately 4:00 p.m. – midnight each night. City staff will remove and replace the concrete barriers currently installed at the north entrance to the minimum maintenance road.
 - Use the Mill Pond restroom facility during the event hours.
 - Use the City Hall lot and adjoining on-street parking for event parking.
 - Install lighted Tiki Torches and fire rings along the trail.

2. The approval is contingent upon the Association:

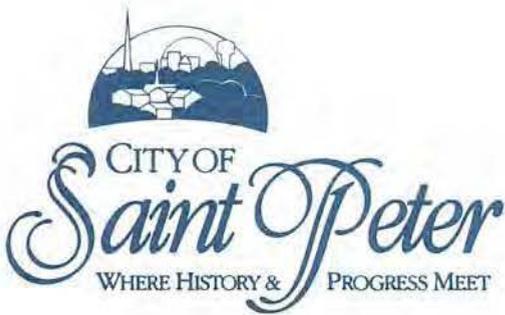
- Ensuring all COVID-19 restrictions are enforced including six foot (6') social distancing; enforcing mask wearing by workers and guests; and providing hand sanitizer for the public and workers.
 - Maintaining proper fire safety near all areas with open flames including emergency water barrels at the open flame site.
 - Removing all debris from the event areas and along the trail at the conclusion of the events.
 - Providing handicap accessible port-a-potties at the Mill Pond event
 - Allowing access to the park for those using the campground, if the campground is still open.
 - Providing written notice of the event to the properties abutting the trail/hayride route.
 - Providing the City with a certificate of insurance naming the City as an additional insured in an amount of not less than \$1,500,000 per occurrence.
3. The Saint Peter Police Department shall have the authority to end the event based on noise complaints and/or safety concerns.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 28th day of September, 2020.

Charles Zieman
Mayor

ATTEST:

Todd Prafke
City Administrator



Memorandum

TO: Todd Prafke
City Administrator

DATE: 09/24/20

FROM: Russ Wille
Community Development Director

RE: North Traverse Green Subdivision Preliminary/Final Plat Approvals

ACTION/RECOMMENDATION

Approve the Preliminary and Final Plats of North Traverse Green Subdivision.

BACKGROUND

The City Council has undertaken two separate attempts to market Outlot D in Traverse Green Subdivision for single family homes development with values greater than \$300,000. With no interest expressed from local developers for single family development, the City Council entered into a purchase agreement for Outlot D with Community Asset Development Group, LLC (CADG). CADG intends to construct a development that would include a mixture of multi-family and twin home townhomes;

PRELIMINARY PLAT:

To provide for such construction, the City, as the owner of the property has consented to CADG's submission of the plats of the property. The sale of the property would commence after final plat approval and creation of the individual lots subject to the sale.

Outlot D is located immediately west of the Nicollet Avenue (C.S.A.H. #20) and north of Clark Street which was platted when the original phase of Traverse Green Subdivision was platted. The property is zoned (R-3) Multi-Family Residential by the Zoning Code.

The Preliminary Plat would depict a two block development. Subject to platting, CADG would obtain ownership of what is shown to be Lots 1 – 20, Block 1. The City would retain ownership of what is shown to be the future Cullen Street right-of-way as well as the lots depicted as Block 2.

In the initial phase of the development, CADG would intend to cause the construction of a 66 unit multi-family apartment complex. This would be planned to be completed on Lot 1, Block 1.

In the purchase agreement, the City Council retains the right to provide approval of the site plan, building materials and building design of the apartment complex. These reviews are completed outside of the traditional planning process as are being obligated as part of the purchase agreement and not State Statute.

Lots 2-9 and Lots 11–14, Block 1 would be planned to accommodate the construction of twin home townhouses which would share a common interior wall as the lot line. This construction would be similar to the twin homes constructed in other Saint Peter neighborhoods such as Welco North and Welco West.

Lot 10, Block 1 would be expected to be the site of the second phase of the multi-family development. When construction commences, a second 66 unit multi-family apartment structure would be contemplated for a total of 132 multi-family units pending completion of the project.

Lots 15 – 20, Block 1 of the Preliminary Plat would site residential housing allowed within the (R-3) Multi-Family Residential zoning district. As these lots would be depicted as an Outlot on the submitted Final Plat, it is likely that the final style of development would be subject to alteration, up to the time a second plat is filed to develop the Outlots.

The City would maintain ownership of what is shown to be the future Cullen Street right-of way which is depicted upon the Final Plat as Outlot B. The City would also retain ownership of the lots lying west of the planned Cullen Street right-of-way. To maintain the greatest flexibility, these lots are being shown to be Outlot C on the Final Plat.

At the direction of the City Council and as per the terms of the purchase agreement, Public Works Director Moulton, City Engineer Domras and I have worked with CADG to develop a plat that accommodates the multi-family development. The plat meets all of the requirements of the Zoning Code and Subdivision Ordinance as to lot sizes, use, utilities services, stormwater drainage and streets.

A public hearing was conducted by the Planning Commission and the Commission has recommend approval of the Preliminary Plat of North Traverse Green Subdivision as submitted.

FINAL PLAT:

As expected, CADG intends to undertake at least two phases of the multi-family development. As such, only a portion of the lots shown on the Preliminary Plat would be included on the Final Plat submitted for your consideration.

The Final Plat depicts the creation of Lots 1 – 7, Block 1 of North Traverse Green Subdivision. The balance of the property would be contained within either Outlot A, Outlot B or Outlot C.

Outlot A shows the balance of the land that CADG intends to purchase from the City. This would accommodate the construction of the second 66 unit multi-family structure as well as additional twin home townhouse units.

Outlot B is comprised of the lands that would be intended to be dedicated as the future right-of-way of Cullen Street. When the balance of the property is developed, the Cullen Street extension would be intended to provide the desired vehicular connectivity to the undeveloped parcels to the north of this proposed plat.

The future residential lots lying west of the future Cullen Street right-of-way are being depicted as Outlot C. If it is determined that vehicular connectivity to the west is desired, a road right-of-way could be platted from the Cullen Street right-of-way to provide such connection.

Prior to the development of any of the Outlots shown on the Final Plat of North Traverse Green Subdivision, preliminary and final plats of the Outlots would need to be filed and considered by the Planning Commission and City Council prior to their development.

Following their review and consideration of the Final Plat, the Planning Commission has recommended that the City Council accept the Final Plat of North Traverse Green Subdivision as submitted.

FISCAL IMPACT:

CADG has paid all of the design and engineering costs to prepare the plats for Council consideration as well as the appropriate fee established by the City Council for consideration of the plats. If approved by the City Council, CADG will pay the cost associated with recording the documents at the Nicollet County Courthouse.

ALTERNATIVES/VARIATIONS:

Do not act: The plats will be not be recorded. Development of this area will stop in the near term. Staff will solicit input from the council as to the next steps.

Negative Votes: CADG would be notified in writing of the Council rejection of the plat. It would be appropriate to amend the prepared resolution to established the findings of fact supporting the Council's reason for rejecting the plats

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.

RJW

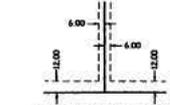
VICINITY MAP
NOT TO SCALE



PRELIMINARY PLAT OF: **NORTH TRAVERSE GREEN SUBDIVISION**

PLAT DATA

Total plat area = 15.531+/- Acres
 *The dates for all elevations shown are N.A.V.D. 88 unless otherwise noted.
 PROPOSED LOT USE
 -Lots 1-20, Block 1 and Lots 1-4, Block 2 proposed to be single family homes
 -Lots 21 and 22-24, Block 1 proposed to be tripartite
 -Lots 1 & 10, Block 1 proposed to be multiple family dwelling
 ZONING/STREETS
 Property is zoned R-3 (Multiple Family Dwelling)
 Building Setbacks
 -Front = 20 feet
 -Side = 7 feet (single family) 14 feet (non-detached)
 -Rear = 25 feet
 *The utilities shown herein were located using the Chapter State One-Call system and verified in the field where possible. Private utility locations, such as underground sprinklers, underground sewer lines, etc. may not have been located. O'Malley & Kron cannot guarantee that all utility equipment expended or the accuracy or completeness of the location. Prior to digging, contact Chapter One at 1-800-232-1100 and refer to ticket number 20202480.
 *Indicates elevation taken from utility plans provided by the City of St. Peter (available in field notes).

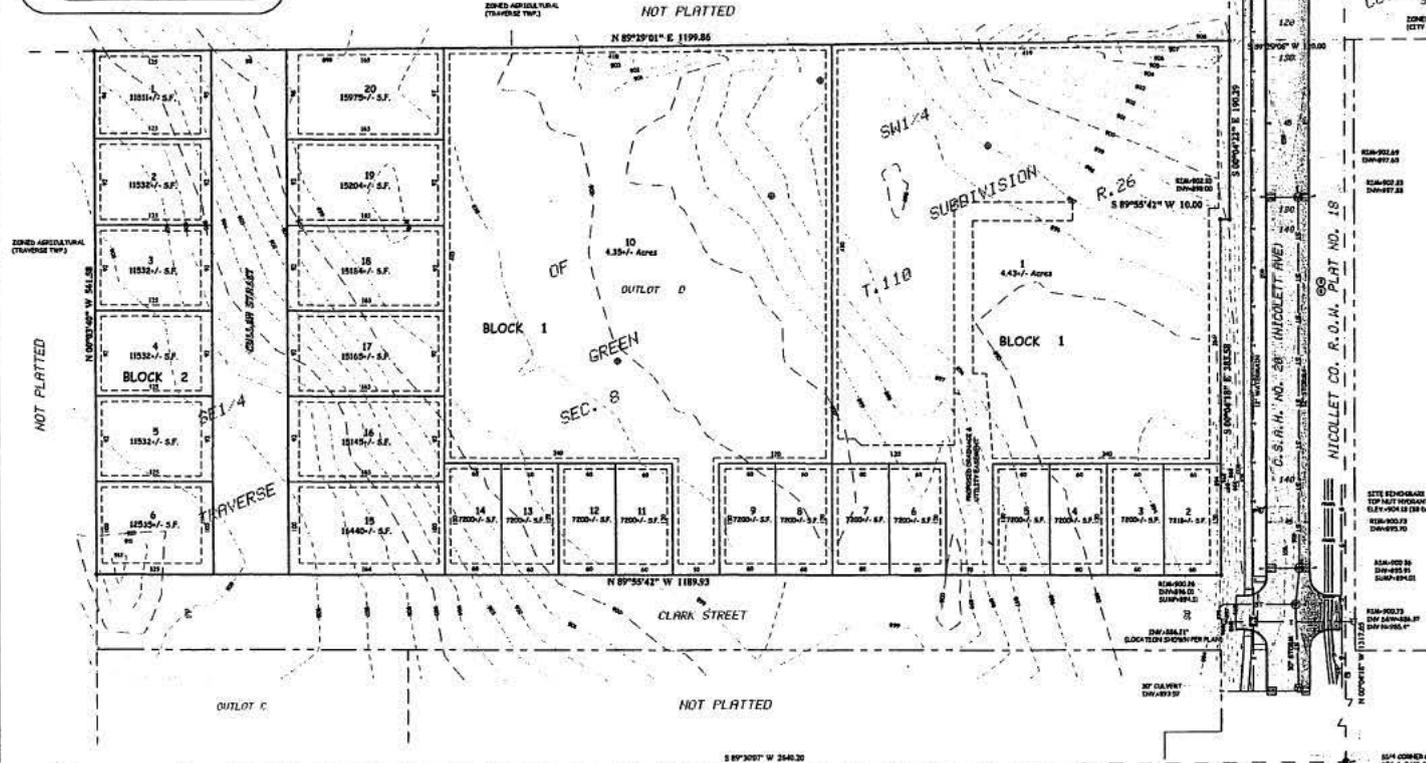


DRAINAGE AND UTILITY EASEMENTS
 DRAINAGE AND UTILITY EASEMENTS ARE SHOWN TRAIL BEING 12 FEET IN WIDTH AND ADJOINING STREET LINES, AND BEING 4 FEET IN WIDTH ADJOINING LOT LINES, UNLESS OTHERWISE SHOWN.

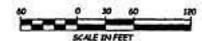
LEGAL DESCRIPTION

Outlot D of TRAVERSE GREEN SUBDIVISION, according to the recorded plat thereof, Nicollet County, Minnesota.

Sh



COUNTY VIEW RIDGE
 ZONED R-3 (CITY OF ST. PETER)



- Legend
- INDICATES IRON MONUMENT PLACED
 - INDICATES IRON MONUMENT FOUND
 - INDICATES NICOLLET COUNTY CAST IRON MONUMENT
 - ST— INDICATES STORM SEWER LINE
 - S— INDICATES SANITARY SEWER LINE
 - W— INDICATES UNDERGROUND WATER
 - G— INDICATES UNDERGROUND GAS
 - E— INDICATES UNDERGROUND ELECTRIC
 - C— INDICATES UNDERGROUND CABLE
 - ⊙ INDICATES STORM MANHOLE
 - ⊕ INDICATES SANITARY MANHOLE
 - ⊞ INDICATES CATCH BASIN
 - ++ INDICATES WATER VALVE
 - ⊥ INDICATES HYDRANT
 - ⊞ INDICATES ELECTRIC PESTAL
 - ⊙ INDICATES ELECTRIC MANHOLE
 - ⊙ INDICATES SOIL BORING
 - ⊞ INDICATES BITUMINOUS SURFACE
 - ⊞ INDICATES CONCRETE SURFACE

PRELIMINARY PLAT PREPARED FOR:
DDK CONSTRUCTION
 JOB NO: 2020-385
 FILE NAME: 2020-385.DWG
 LOCATION: 8-110-26

SW CORNER OF SEC. 8,
 T. 110 N.,
 R. 26 W.

NOTE: THIS SURVEY IS INTENDED ONLY FOR THE BENEFIT OF THE PARTY TO WHOM IT WAS PREPARED FOR AND SHOULD NOT BE RELIED UPON BY ANY OTHER PARTY OR FOR ANY OTHER PURPOSE WITHOUT FIRST CONTACTING THE SURVEYOR WHO DEVELOPED AND MADE THIS SURVEYING UNAUTHORIZED REPRODUCTION OF THIS DOCUMENT IS PROHIBITED.

340 CHAPEL HILL RD.
 COLD SPRING JAN 56320
 PH. 320-485-5008
 FAX 320-485-3056

PRELIMINARY PLAT PREPARED BY:
O'MALLEY & KRON
 LAND SURVEYORS, INC.

1004 2nd ST. SE
 WILLMAN, MN 56201
 PH. 320-235-4012
 FAX 320-485-3056

I HEREBY CERTIFY THAT THIS SURVEY, PLAN OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY REGISTERED LAND SURVEYOR UNDER THE LAWS OF THE STATE OF MINNESOTA.
 DANIEL M. KRON
 MINNESOTA REGISTRATION NO. 43821
 DATE: 09-08-2020

SHEET 1 OF 1

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2020 -

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

**RESOLUTION APPROVING PRELIMINARY PLAT OF NORTH TRAVERSE GREEN
SUBDIVISION**

WHEREAS, the City has consented to Community Asset Development Group, LLC's submission of the required forms and plans for a Preliminary Plat review of North Traverse Green Subdivision; and

WHEREAS, North Traverse Green Subdivision is located on Outlot D, Traverse Green Subdivision west of the Nicollet Avenue (C.S.A.H. #20) right-of-way and north of the platted but unconstructed Clark Street right-of-way; and

WHEREAS, the has entered into a Purchase agreement with Community Asset Development Group, LLC (CADG) for the future development of the lot in question; and

WHEREAS, the Purchase agreement would provide for CADG's purchase of all of the properties lying east of the future right-of-way of Cullen Street as depicted upon the Preliminary Plat; and

WHEREAS, the City would retain ownership of the lands identified as lying west of the easterly line of the future Clark Street right-of-way; and

WHEREAS, the property is currently zoned as (R-3) Multi-Family Residential; and

WHEREAS, all of the lots depicted upon the Preliminary Plat would conform to the regulations of the adopted Zoning Code as to minimum width and minimum size; and

WHEREAS, Lots 1 and 10 Block 1 depicted upon the Preliminary Plat would be intended to accommodate the construction of multi-family residential structures when the subdivision is completed and future phases of the project are undertaken; and

WHEREAS, subject to the recording of the appropriate legal documentation, Lots 2 – 9 and Lots 11 – 14 which with their frontage upon the future Clark Street, would be platted to accommodate twin home townhouse construction which would intend to share a common interior wall as the property line; and

WHEREAS, the lots depicted fronting the future Cullen Street right-of-way would be reserved for future residential developments which would conform to the regulations of the (R-3) Multi-Family zoning designation; and

WHEREAS, notice of a public hearing before the Planning and Zoning Commission was mailed, published and posted as per Statute and interested parties were provided an opportunity to comment on the proposed Preliminary Plat of North Traverse Green Subdivision; and

WHEREAS, the Planning and Zoning Commission has reviewed the Preliminary Plat of the North Traverse Green Subdivision pursuant to the requirements of City Code; and

WHEREAS, the Preliminary Plat conforms to the goals and policies of the Comprehensive Plan of the City as the proposed development would ensure that available housing options are appropriate for all ages and household types and enhances life cycle housing opportunities; and

WHEREAS, the Preliminary Plat conforms to the goals and policies of the Comprehensive Plan of the City as the proposed development would provide safe, affordable and desirable rental housing opportunities; and

WHEREAS, the Preliminary Plat conforms to the goals and policies of the Comprehensive Plan of the City as the proposed development would provide multi-family housing opportunities in proximity to less intense residential development providing inclusionary housing opportunities for residents of all ages and incomes; and

WHEREAS, the Preliminary Plat conforms to the Comprehensive Plan of the City and the Planning and Zoning Commission has considered the requirements of the community so that the Plat will provide an appropriate scheme for the development of the community; and

WHEREAS, the Planning and Zoning Commission has reviewed the Preliminary Plat of North Traverse Green Subdivision pursuant to the requirements of City Code and recommend that the City Council accept the Preliminary Plat as submitted.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SAINT PETER, NICOLLET COUNTY, MINNESOTA, THAT: The Preliminary Plat of North Traverse Green Subdivision, submitted by the Community Asset Development Group, LLC, with the consent of the City of Saint Peter is accepted as petitioned.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 28th day of September, 2020.

Charles Zieman
Mayor

ATTEST:

Todd Prafke
City Administrator

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2020 -

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

**RESOLUTION APPROVING THE FINAL PLAT OF NORTH TRAVERSE GREEN
SUBDIVISION**

WHEREAS, the City has consented to Community Asset Development Group, LLC's submission of the required forms and plans for a Final Plat review of North Traverse Green Subdivision; and

WHEREAS, North Traverse Green Subdivision is located on tracts of land located on Outlot D, Traverse Green Subdivision located to the west of the Nicollet Avenue (C.S.A.H. #20) right-of-way and north of the platted but unconstructed Clark Street right-of-way; and

WHEREAS, the owners of the property are seeking to plat the land to allow for the development of a multi-family residential development as well as twin home townhouses which would intend to share a common interior wall as the property line; and

WHEREAS, the property is zoned (R-3) Multi-Family Residential by the Zoning Code; and

WHEREAS, the final plat would depict Lot 1 – 7, Block 1, North Traverse Green Subdivision; and

WHEREAS, the final plat depicts the utility easements determined to be necessary and appropriate by the Public Works Director to serve the properties within the Final Plat; and

WHEREAS, the Planning and Zoning Commission has found that the Final Plat of North Traverse Green Subdivision conforms to the Comprehensive Plan of the city and the Planning and Zoning Commission has considered the requirements of the community so that the Plat will provide an appropriate scheme for the development of the community; and

WHEREAS, the Planning and Zoning Commission has reviewed the Final Plat of North Traverse Green Subdivision pursuant to the requirements outlined in the City Code and recommended that the City Council accept the Final Plat as submitted.

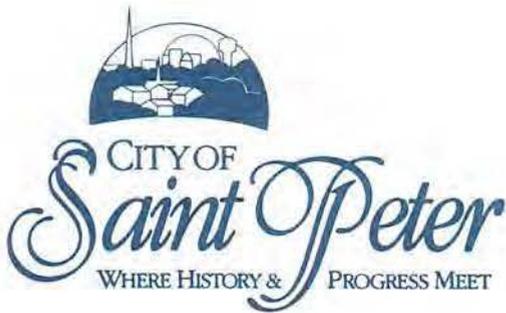
NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SAINT PETER, NICOLLET COUNTY, MINNESOTA, THAT: The Final Plat of North Traverse Green Subdivision, submitted by Community Asset Development Group, LLC with the consent of the property owner, is accepted as petitioned.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 28th day of September, 2020.

Charles Zieman
Mayor

ATTEST:

Todd Prafke
City Administrator



Memorandum

TO: Todd Prafke
City Administrator

DATE: September 23, 2020

FROM: Pete Moulton
Director of Public Works

RE: Feasibility Report Acceptance: North Third/Center/McLeod Street Improvements

ACTION/RECOMMENDATION

Accept the feasibility report prepared by Bolton and Menk, Inc. for improvements to North Third Street, Center and McLeod Streets and call for a public hearing regarding the proposed project.

BACKGROUND

On August 24th the City Council authorized Bolton and Menk to prepare a feasibility report on a proposed improvement project on North Third Street north of West St. Julien Street including Center and McLeod Streets. The proposed improvements include storm sewer, curb and gutter and a hard surfaced street to improve the long standing water drainage issues on North Third. McLeod Street to the west of North Third Street would be improved by construction of curb and gutter and hard surfaced street, and sanitary sewer and water main construction on North Third Street to the north of McLeod Street. Bolton and Menk has completed the report and it is attached for your review.

The feasibility report identifies that the proposed improvement is necessary, cost-effective, and feasible.

This project is anticipated to be funded by assessments to benefitting property owners as authorized in Minnesota Statutes Chapter 429 and additional funding by the City (General Fund). Cash for the project will derived from an issuance of debt to be done in 2021. As such, staff recommends the Council formally accept the feasibility report and call for a public hearing on the proposed improvements to be held as part of the regular City Council meeting on October 26th.

FISCAL IMPACT:

There is no fiscal impact to acceptance of the feasibility report and the expected cost of the public hearing will be less than \$1,000. If the project proceeds, the costs for both the study and the hearing notices will be paid out of project funds.

Acceptance of the feasibility report and holding a hearing does not initiate a project. Should the Council move forward after the hearing there are a number of remaining steps before a project is authorized for construction and assessments put in place.

ALTERNATIVES AND VARIATIONS:

Do Not Act: Without action by the Council to accept the report and call for the public hearing, the assessment project will not move forward. There is no timetable to this action, but any significant delays may impact the schedule for completion of the project should the Council eventually move forward with construction which staff anticipates in the 2021 year.

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

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

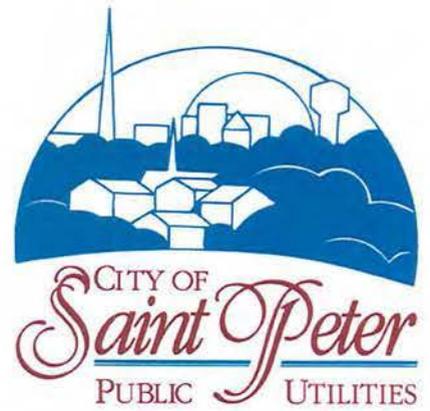
Please feel free to contact me should you have any questions or concerns on this agenda item.

PM/



**BOLTON
& MENK**

Real People. Real Solutions.



Feasibility Report

Improvements to North 3rd, Center, and McLeod Streets City of Saint Peter, MN

September 2020

Submitted by:

Bolton & Menk, Inc.
1960 Premier Drive
Mankato, MN 56001
P: 507-625-4171
F: 507-625-4177
BMI No. M12.114996

Certification

Feasibility Report

For

Improvements to North 3rd (from West St. Julien Street to 1,000-feet north),
Center, and McLeod Streets

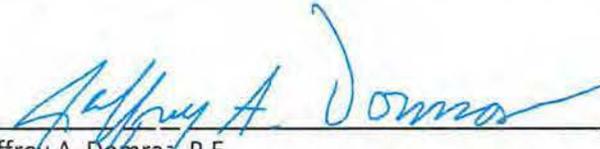
City of Saint Peter, Minnesota

BMI Project No. M12.114996

September 2020

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

By:


Jeffrey A. Domra, P.E.
License No. 26464

Date: September 23, 2020

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- VI. Recommendation 7

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- Preliminary Cost Estimates 5
- Proposed Schedule 6

Appendix

Figures

- Figure No. 1..... Location Map
- Figure No. 2..... Typical Section
- Figure No. 3..... Proposed Improvements
- Figure No. 4..... Stormwater Drainage Districts

Exhibits

- Exhibit No. 1..... Preliminary Engineer’s Estimate

I. Background and Scope

This report was prepared as requested by the Saint Peter City Council to summarize the results of a Feasibility study for the following street and utility improvements within the City of Saint Peter:

- North 3rd Street (from West St. Julien Street to 1,000-feet north)
- Center Street (from North 3rd Street to Old Minnesota Avenue)
- McLeod Street (from North 3rd Street to dead end west)

The locations of the proposed improvements are shown in Figure No. 1.

This report will present preliminary investigations, discoveries, design considerations and cost estimates for use in determining the engineering feasibility of utility improvements and street reconstruction.

This Feasibility Report was authorized by a resolution of the Saint Peter City Council adopted at the regular Council meeting on August 24, 2020.

II. Street Reconstruction

A. Existing Street Conditions

The streets within the reconstruction project area have either aggregate or a combination of fog seals and bituminous patches. Initially, a fog seal was likely placed on the aggregate roadway to control dust and provide a firmer driving surface. A fog seal is a light application of diluted asphalt emulsion (oil), typically cheaper to install than a seal coat or mill & overlay. As future fog seals are applied, they begin to form a bituminous-like surface. Aggregate roadways that have been fog sealed, will begin to break apart because of traffic and weather. When they do, they are often patched with bituminous to restore the smooth driving surface.

Both Center and McLeod Streets are aggregate while North 3rd Street, from West St. Julien Street to north of McLeod Street, appears to have been fog sealed numerous times and random bituminous patches installed over the years. The roadway surfaces have varying widths and do not include curb & gutter or sidewalk. The following table summarizes the existing street and surface conditions within the project area:

Existing Street Conditions						
Street	From	To	Existing Surface	Existing Width (Approx.)	Existing Curb & Gutter	Existing Sidewalk
North 3 rd Street	West St. Julien Street	1,000-feet north	Fog Seals & Bit Patches	20-24 ft	No	No
Center Street	North 3 rd Street	Old Mn Ave	Agg.	20 ft	No	No
McLeod Street	North 3 rd Street	West Dead End	Agg.	16 ft	No	No

Like low volume rural aggregate roadways, those within City Limits also require much of the same care and upkeep. This includes replacing aggregate lost during winter plowing, grading to remove washboards and rutting, and filling holes that develop. Aggregate roadways produce dust during dry weather, and rock is commonly tracked into garages and homes when wet. They tend to require more annual maintenance when compared to a paved road.

Bituminous surfacing also requires maintenance, especially when applied in thin lifts and patches like the entire length of North 3rd Street. The thin lifts of bituminous are easily damaged by plows and moisture. Once water is trapped between the bituminous surfacing and underlying aggregate base, it expands and causes blowouts during the freeze-thaw cycle. The roadway contains several bituminous patches, evidence of potholes filled over the years.

Although platted as a cul-de-sac, the north end of North 3rd Street does not provide an adequate roadway surface for maintenance or emergency vehicles turnaround. The same can be said for the west dead end of McLeod Street.

B. Street and Surface Improvements

The proposed improvements include completely reconstructing the streets with new bituminous pavement and concrete curb and gutter. Sidewalk is not proposed because of the low volume of vehicular traffic using the roadway. The proposed improvements to each individual street are as follows:

- North 3rd Street from West St. Julien Street to 1,000-feet north – new concrete curb and gutter with a 30-foot opening and bituminous surfacing. An 80-foot diameter cul-de-sac is proposed to be constructed on the north end to allow for maintenance, delivery, and emergency vehicle access. The cul-de-sac is proposed to include curb and gutter.
- Center Street from North 3rd Street to Old Minnesota Avenue – This segment of roadway is proposed to be repurposed for storm water detention. Private driveways are proposed to be constructed to the two homes that use Center Street for access to Old Minnesota Avenue and North 3rd Street.
- McLeod Street from North 3rd Street to west dead end – new concrete curb and gutter with a 24-foot curb opening. New bituminous surfacing is proposed. The current right-of-way does not allow adequate room for construction of a cul-de-sac.

The City's standard typical 7-Ton bituminous pavement section is proposed for all new roadway reconstruction. This includes 3.5-inches of bituminous pavement and 10-inches of aggregate base. The proposed typical sections and street widths are shown on Figure No. 2.

New concrete driveway aprons will be provided between the curb and the ROW line for all existing driveways. The existing bituminous, concrete, or gravel driveway surfaces beyond the aprons will be repaired with like materials. All existing turf areas disturbed by construction will be restored with seed.

It is recommended that soil borings be taken during the final design phase to determine the underlying soil conditions and depth of existing aggregate base.

The existing street system and the proposed street and surface improvements for the project segments are shown in Figure No. 3.

III. Utility Improvements

A. Existing Sanitary Sewer

Eight-inch sanitary sewer pipe was installed in 1975 in North 3rd Street between West St. Julien Street and approximately 125-feet north of McLeod Street. The segment between West St. Julien and Center Street is believed to be PVC Truss Pipe while the remaining segment from Center Street to north of McLeod Street is vitrified clay pipe (VCP). There is no sanitary sewer in the last 225-feet of platted right-of-way to the north. Without sanitary sewer, the open lots on the north and east sides of the cul-de-sac would be undevelopable.

Center Street currently does not contain sanitary sewer. However, in 1995, an 8-inch diameter polyvinyl chloride (PVC) sanitary sewer was installed 225-feet to the west in McLeod Street. At the same time, a new sanitary sewer manhole was installed at the McLeod and North 3rd Street intersection for connecting the new 8-inch pipe. Existing homes within the project area are served by the sanitary sewer main within the abutting roadway.

City utility staff have inspected the 8-inch sanitary sewer in North 3rd Street and found it to be in good condition and not in need of replacement at this time. If pipe joints begin to leak and allow groundwater to infiltrate in the future, lining the pipe would be a cost-effective solution.

B. Proposed Sanitary Sewer Improvements

Prior to constructing new curb and gutter and bituminous pavement in the platted cul-de-sac on the north end of North 3rd Street, it is proposed to extend new 8-inch PVC sanitary sewer pipe north to serve the open lots on the north and east sides of the cul-de-sac. Along with the construction of watermain, the sanitary sewer would allow the open lots to develop in the future. If sanitary sewer or watermain were not installed prior to completing surface improvements, the roadway pavement and curb and gutter would require removal and replacement to extend these utilities in the future.

No sanitary sewer improvements are proposed for McLeod Street since the piping is already PVC. Sanitary sewer improvements are also not proposed for Center Street as they would provide no benefit to property owners, or the City.

The existing sanitary sewer system and the proposed sanitary sewer improvements are shown in Figure No. 3.

C. Existing Watermain

During the 1975 project, a 6-inch watermain was extended in conjunction with the sanitary sewer in North 3rd Street. The watermain was installed from West St. Julien Street to approximately 125-feet north of McLeod Street, on the west side of the sanitary sewer. Fire hydrants currently exist at the intersection of Center Street and at the end of the watermain north of McLeod Street. The existing 6-inch watermain is believed to be cast iron pipe. There is no watermain in the north 225-feet of North 3rd Street.

A 6-inch watermain was extended west on McLeod Street in 1995. A new hydrant was installed on the end of this watermain. The 6-inch watermain in McLeod Street is believed to be duction iron pipe, which is the city's standard. There is no watermain in Center Street. Existing homes within the project area are served by the watermain within the abutting roadway.

D. Proposed Watermain Improvements

Watermain improvements are considered for every reconstruction project. The project provides an opportunity to upsize the watermain to improve flow and pressure along with replacing cast iron pipe which is susceptible to increased breaks as the pipe ages. Generally, it has been the policy of the City to replace existing 6-inch watermain pipe with a minimum 8-inch diameter, especially on long dead ends such as North 3rd Street.

With the existing North 3rd Street watermain being less than 50 years old, it is not proposed to be replaced at this time. Water services to existing homes are also not proposed to be replaced.

The only watermain improvements proposed include those necessary to provide service to the open lots around the North 3rd Street cul-de-sac. Like the sanitary sewer, a 6-inch watermain is proposed to be extended approximately 225-feet north on North 3rd Street. One-inch water services are then proposed to be stubbed to each open lot for future development.

If watermain was not extended prior to surface improvements, any new roadway pavement and curb and gutter would require removal and replacement to extend utilities in the future.

Watermain improvements are not proposed for McLeod Street since piping is already ductile iron. Watermain improvements are also not proposed for Center Street.

The existing watermain system and the proposed watermain improvements for the project are shown in Figure No. 3.

E. Existing Storm Sewer System

Other than two inlets at the northeast and northwest corners of St. Julien Street, there is no other storm sewer present within the project limits. The two inlets take a small portion of the project watershed but most of the stormwater drainage flows overland from the west, ultimately reaching the Old Minnesota Avenue ditch. The contributing overland drainage area is approximately 13.3 acres in size of which approximately 50% is from the Alumacraft Boat Company site immediately to the west.

F. Proposed Storm Sewer Improvements

The proposed storm sewer improvements include the installation of new storm sewer pipe in North 3rd Street ranging in size from 12-inches to 24-inches in diameter. New manholes would be provided on the storm sewer mainlines to allow the connection of inlets and upsizing of pipe. The storm sewer mainline pipe is proposed to discharge to a stormwater basin that would be constructed within the Center Street right-of-way. In turn, the basin would discharge to the Old Minnesota Avenue ditch as it previously had.

The intent of the stormwater basin is to retain the stormwater from the North 3rd Street watershed and release it as slowly as possible to help mitigate downstream flooding. The basin would also treat the stormwater by allowing sediment to collect in the basin rather than being washed downstream. Minor ditch grading and culvert improvements are proposed along the west side of Old Minnesota Avenue to provide a positive drainage.

New storm water inlets will be constructed at various locations along the new curb and gutter to collect storm water runoff from adjacent property and streets. The new inlets would be connected to the storm sewer mainline pipe with new storm sewer leads, typically consisting of 12-inch diameter pipes. To the extent possible, the pipe sizes and inlet configuration and spacing will be sized for a 10-year design storm event.

The proposed stormwater detention basin size is based on the drainage from the Alumacraft being detained in a pond on their site. This was the intent of Alumacraft after discussions with their staff over the last two years. The proposed North 3rd Street improvements include a 15-inch storm sewer pipe stubbed to the Alumacraft site to serve as an outlet for their future pond. If a pond were not constructed on the Alumacraft site to handle its stormwater runoff, a larger pond in an alternate location would be required.

The existing storm sewer system and the proposed storm sewer improvements are shown in Figure No. 3.

G. Preliminary Cost Estimates

Estimated construction costs for the street, sanitary, watermain and storm sewer improvements have been developed as part of the preliminary design. The cost estimates are based upon current, average, municipal bidding prices and are subject to variations in construction bidding due to construction time, scope of work, economic condition, inflation, fuel prices, etc. A contingency factor has been included to compensate for incidental and unforeseen items of work which may not be readily identifiable during the preliminary design stage. The estimated costs of engineering, administration, legal and financing are also included.

The following table provides a summary of the estimated reconstruction project costs broken down by infrastructure element. A detailed project cost estimate is provided in Exhibit 1 in the Appendix.

Preliminary Cost Estimates			
Improvement	Estimated of Cost Assessed	Estimate of City Cost	Total Estimated Cost
Street & Surface	\$63,891	\$182,809	\$246,700
Curb & Gutter	\$59,911	\$9,489	\$69,400
Driveway Aprons	\$70,300		\$70,300
Sanitary Sewer & Services	\$23,600		\$23,600
Watermain & Services	\$33,260	\$2,440	\$35,700
Storm Sewer	\$175,672	\$31,028	\$206,700
Total	\$426,634	\$225,766	\$652,400

IV. Proposed Project Schedule

Proposed Schedule			
Steps Required	Action Required By	Date	Comments
Resolution Ordering Preparation of Report	City Council	8/24/2020	
Prepare Preliminary Engineering Report	City Engineer		
Resolution Receiving Report and Calling for Hearing on Improvement	City Council	9/28/2020	
Mailed Notice of Hearing on Improvement	City Engineer, City Clerk	10/5/2020	Notice must be mailed to each property owner in the proposed assessment area at least 10 days prior to hearing.
Public Information Meeting #1	City Engineer, City Staff	Week of 10/12/2020	OPTIONAL - Notices sent to property owner's prior to meeting
Published Notice of Hearing on Improvement	City Engineer, City Clerk	10/15/2020 10/22/2020	Published twice, 7 days apart, with last publication a min. 3 days before hearing.
Improvement Hearing	City Council, Engineer	10/26/2020	
Resolution Ordering Improvement and Preparation of Plans and Specifications	City Council	10/26/2020	Requires 4/5 vote of Council to pass since project is Council initiated.
Prepare Plans and Specifications	City Engineer		
Resolution Approving Plans and Specifications and Ordering Advertisement for Bids	City Council	1/11/2021	
Advertise for Bids	City Engineer, Clerk	1/21/2021	
Open Bids	City Engineer, City Administrator, Clerk	2/11/2021	
ASSESSMENT PROCESS			
Prepare Assessment Roll	City Engineer		
Resolution Declaring Cost to Be Assessed and Ordering Preparation of Proposed Assessment	City Council	2/15/2021	CC Workshop
Resolution for Hearing on Proposed Assessment	City Council	2/15/2021	CC Workshop
Mailed Notice of Hearing on Proposed Assessment	City Clerk	2/16/2021	Notice must be mailed at least two weeks prior to hearing.
Published Notice of Hearing on Proposed Assessment	City Clerk	2/18/2021	Published at least once, at least two weeks prior to hearing.
Public Information Meeting #2	City Engineer, City Staff	Week of 2/22/2021	OPTIONAL - Notices sent to property owner's prior to meeting
Assessment Hearing	City Council, Engineer	3/8/2021	
Resolution Adopting Assessment	City Council	3/8/2021	
Resolution Awarding Contract	City Council	4/12/2021	Consider award min 30 days after assessment hearing
Begin Construction	Contractor	May	Depending on Weather
End Construction	Contractor	July/August	Consider specifying work needs to be done within XX calendar days of starting.
Send Notice of Final Assessment		9/20/2021	
Certify Assessment Roll to County Auditor	City Clerk/Finance Dir.	11/1/2021	Certification to County before Nov. 30

Unseasonably wet conditions could impact the construction schedule shown above.

V. Assessments

The City's Assessment policy will be used to calculate the proposed special assessments for this project. The proposed improvements are considered a Class C Improvement because the improvements primarily benefit properties abutting the improvements.

The assessment policy notes that the cost of sanitary sewer and watermain, along with service pipe for each, are assessed 100% based on frontage. This also applies to the cost to construct or reconstruct curb & gutter and sidewalk.

Storm sewer costs are assessed based on drainage area contributing to the storm sewer improvements. The City is responsible for storm sewer costs within the roadway right-of-way.

Street reconstruction costs are assessed based on frontage, with 30% of the cost assessed, and the remaining 70% the responsibility of the City. The policy also notes 100% of street intersection costs are the responsibility of the City.

Should the City Council decide to proceed with this project, a preliminary assessment roll will be developed for review by the City Council and affected property owners at the Improvement Hearing.

VI. Recommendation

The improvements herein are necessary, cost effective and feasible from an engineering standpoint and are best made as proposed. It is recommended that the City approve the Feasibility Report and set a date for the Improvement Hearing.

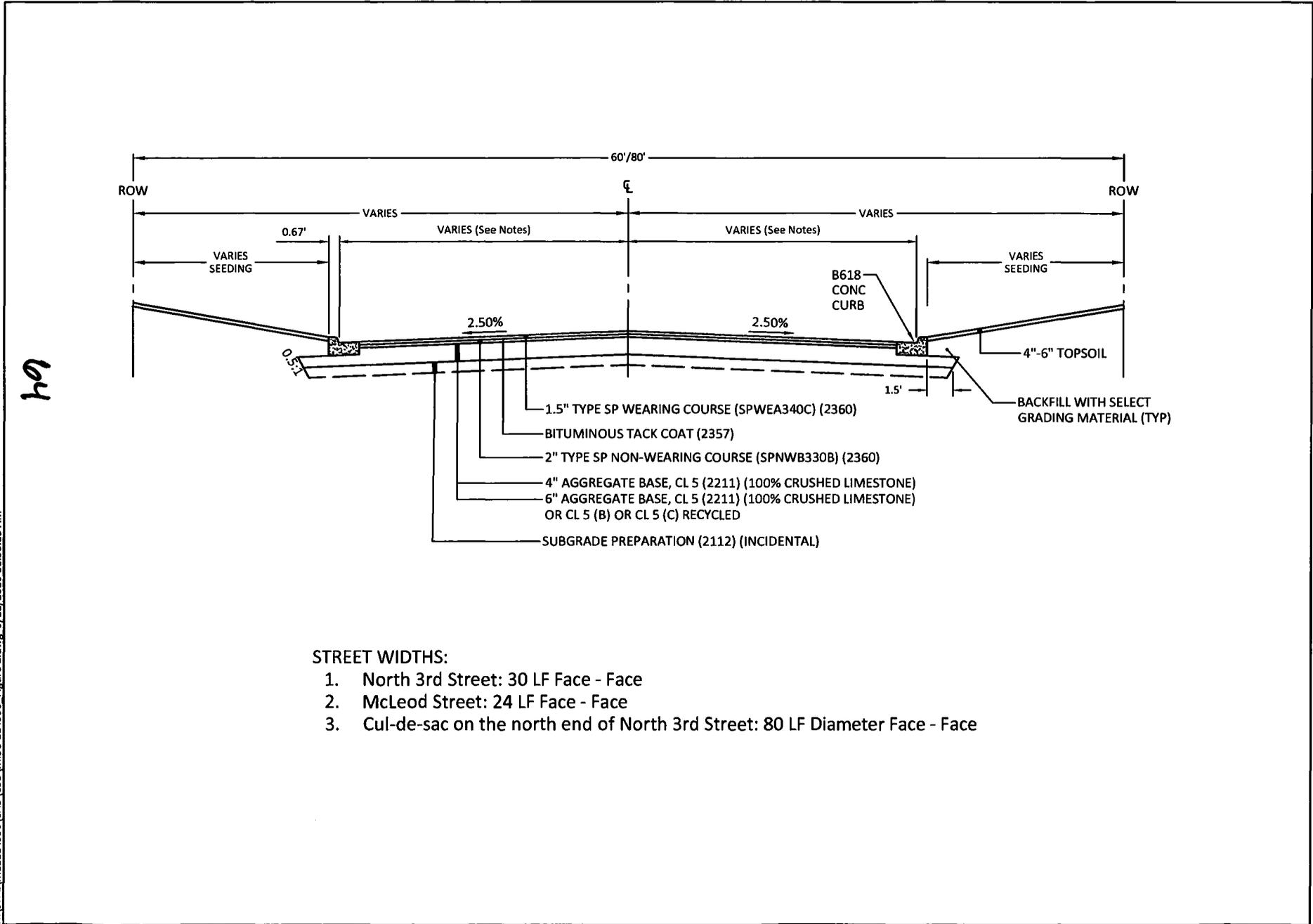
Appendix A: Figures

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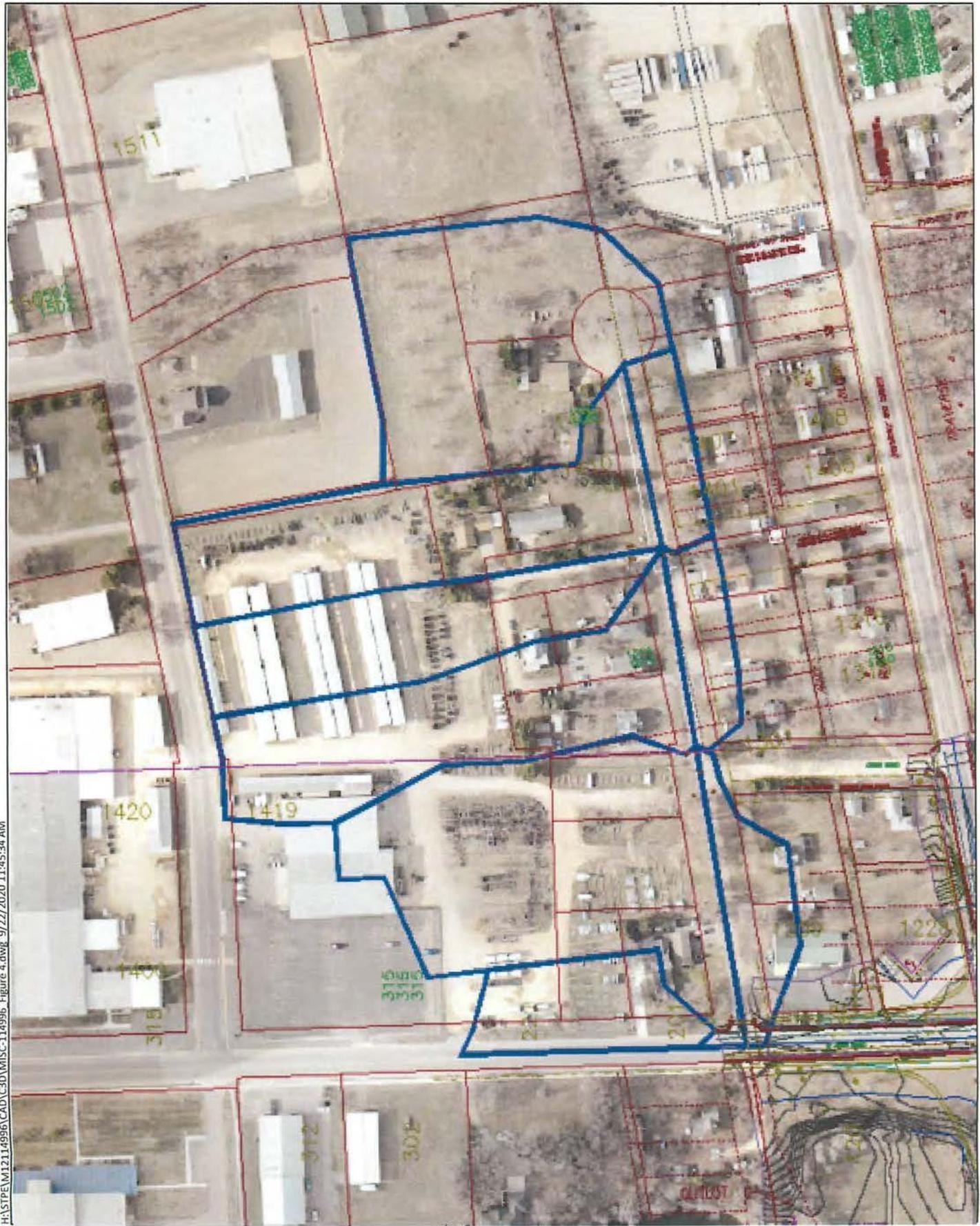


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Appendix B: Exhibits



PRELIMINARY ENGINEER'S ESTIMATE

EXHIBIT 1

North 3rd Street Reconstruction (North of St. Julien Street)
 Includes McLeod Steet & Converting Center Street into Private Driveways
 City of Saint Peter, MN
 BMI Project No.: M12.114996

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Updated: 9/21/2020

ITEM NO.	ITEM	QTY	UNIT	UNIT PRICE	TOTAL
NORTH 3RD & MCLEOD STREET RECONSTRUCTION STREET					
1	MOBILIZATION	1	LS	\$20,000.00	\$20,000.00
2	TRAFFIC CONTROL	1	LS	\$5,000.00	\$5,000.00
3	REMOVE CURB & GUTTER	100	LF	\$6.00	\$600.00
4	COMMON EXCAVATION (INCLUDING SEAL COAT) (P)	2114	CY	\$15.00	\$31,702.50
5	SUBGRADE EXCAVATION	211	CY	\$11.00	\$2,324.85
6	STABILIZING AGGREGATE	211	CY	\$30.00	\$6,340.50
7	6" AGGREGATE BASE CLASS 5B/5C	855	CY	\$20.00	\$17,100.00
8	4" AGGREGATE BASE CLASS 5 100% CRUSHED LIMESTONE	570	CY	\$32.00	\$18,240.00
9	TYPE SP 12.5 NON WEARING COURSE MIXTURE (3,B) 2" THICK	490	TON	\$80.00	\$39,200.00
10	TYPE SP 12.5 WEARING COURSE MIXTURE (3,C) 1.5" THICK	370	TON	\$90.00	\$33,300.00
11	TOPSOIL BORROW (LV)	294	CY	\$18.00	\$5,283.00
12	INLET PROTECTION	18	EA	\$150.00	\$2,700.00
13	HYDROSEED, FERTILIZE & MULCH	0.4	AC	\$10,000.00	\$4,000.00
14	STABILIZED CONSTRUCTION EXIT/ENTRANCE	2	EA	\$1,100.00	\$2,200.00
15	EROSION & SEDIMENT CONTROL	1	LS	\$3,000.00	\$3,000.00
STREET SUBTOTAL:					\$190,990.85
DRIVEWAY APRON					
16	6" CONCRETE DRIVEWAY	6793	SF	\$8.00	\$54,344.00
DRIVEWAY APRON SUBTOTAL:					\$54,344.00
CURB & GUTTER					
17	B618 CONCRETE CURB & GUTTER	2680	LF	\$20.00	\$53,600.00
CURB & GUTTER SUBTOTAL:					\$53,600.00
SANITARY SEWER					
18	REMOVE SANITARY MANHOLE	1	EA	\$200.00	\$200.00
19	CONSTRUCT SANITARY MANHOLE DES 4007C	9	LF	\$300.00	\$2,700.00
20	SANITARY SEWER CASTING ASSEMBLY	1	EA	\$800.00	\$800.00
21	8" SANITARY SEWER	163	LF	\$50.00	\$8,150.00
SANITARY SEWER SUBTOTAL:					\$11,850.00
SANITARY SEWER SERVICES					
22	8" X 4" SANITARY WYE	4	EA	\$325.00	\$1,300.00
23	4" SANITARY SEWER	200	LF	\$25.00	\$5,000.00
SANITARY SEWER SERVICES SUBTOTAL:					\$6,300.00
WATERMAIN					
24	CONNECT TO EXISTING WATERMAIN	2	EA	\$1,200.00	\$2,400.00
25	6" GATE VALVE & BOX	2	EA	\$1,500.00	\$3,000.00
26	HYDRANT (8' BURY)	1	EA	\$5,000.00	\$5,000.00
27	6" WATERMAIN	275	LF	\$25.00	\$6,875.00
28	WATERMAIN FITTINGS	100	LB	\$8.00	\$800.00
WATERMAIN SUBTOTAL:					\$18,075.00
WATERMAIN SERVICES					
29	1" CURB STOP	5	EA	\$500.00	\$2,500.00
30	1" CORPORATION STOP	5	EA	\$390.00	\$1,950.00
31	1" WATER SERVICE PIPE	250	LF	\$20.00	\$5,000.00
WATERMAIN SERVICES SUBTOTAL:					\$9,450.00

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PRELIMINARY ENGINEER'S ESTIMATE

EXHIBIT 1

North 3rd Street Reconstruction (North of St. Julien Street)
Includes McLeod Steet & Converting Center Street into Private Driveways
City of Saint Peter, MN
BMI Project No.: M12.114996

H:\STPE\M12114996\2_Preliminary\A_Calculations\114996 Prelim Cost Estimate & Assessments 9-21-2020.xlsx\Assessment Roll

Updated 9/21/2020

ITEM NO.	ITEM	QTY	UNIT	UNIT PRICE	TOTAL
STORM SEWER					
32	POND EXCAVATION & DITCH	1500	CY	\$15.00	\$22,500.00
33	REMOVE STORM PIPE, ALL SIZES	100	LF	\$8.00	\$800.00
34	REMOVE STORM SEWER STRUCTURE	3	EA	\$200.00	\$600.00
35	CONSTRUCT DRAINAGE STRUCTURE, DES R-1	54	LF	\$300.00	\$16,200.00
36	CONSTRUCT DRAINAGE MANHOLE, DES 4020 - 48"	3	EA	\$2,200.00	\$6,600.00
37	CONSTRUCT DRAINAGE MANHOLE, DES 4020 - 60"	3	EA	\$3,000.00	\$9,000.00
38	24" APRON	6	EA	\$1,400.00	\$8,400.00
39	STORM SEWER CASTING ASSEMBLY & CHIMNEY SEAL	15	EA	\$700.00	\$10,500.00
40	12" PIPE SEWER	395	LF	\$50.00	\$19,750.00
41	15" PIPE SEWER	420	LF	\$58.00	\$24,360.00
42	18" PIPE SEWER	40	LF	\$60.00	\$2,400.00
43	24" PIPE SEWER	320	LF	\$70.00	\$22,400.00
44	ARTICULATED CONCRETE BLOCK	57	SY	\$110.00	\$6,257.78
45	HYDROSEED, FERTILIZE & MULCH	0.3	AC	\$10,000.00	\$3,000.00
STORM SEWER SUBTOTAL:					\$152,767.78

SUBTOTAL CONSTRUCTION COST:	\$497,377.63
CONTINGENCIES:	\$32,422.37
ESTIMATED TOTAL CONSTRUCTION COST:	\$529,800.00
ENGINEERING:	\$95,700.00
CITY ADMINISTRATION:	\$26,900.00
TOTAL ESTIMATED PROJECT COST:	\$652,400.00

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Services Provided:

Civil & Municipal Engineering & Planning

Water & Wastewater Engineering

Transportation Planning & Engineering

Aviation Services

Water Resources Engineering

Planning & Urban Design

Land Surveying

Geographic Information System

Project Funding & Financing

Bolton-Menk.com

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2020 -

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

**RESOLUTION ACCEPTING FEASIBILITY REPORT AND CALLING FOR PUBLIC HEARING
ON IMPROVEMENTS TO NORTH THIRD STREET, CENTER AND MCLEOD STREETS
FROM WEST ST. JULIEN STREET TO 1,000 FEET NORTH**

WHEREAS, pursuant to resolution of the Council adopted on August 24, 2020 a report has been prepared by the Consulting City Engineer with reference to proposed improvement of North Third Street located North of West St. Julien Street by construction of storm sewer, curb and gutter and hard surfaced street, McLeod Street to the west of North Third Street to the west of North Third Street by construction of curb and gutter, hard surfaced street, sanitary sewer and water main construction on North Third Street to north of McLeod Street; and

WHEREAS, this report has been received by the City Council as part of a regular meeting on September 28, 2020; and

WHEREAS, the report provides information regarding whether the proposed improvement is necessary, cost-effective, and feasible; whether it should best be made as proposed or in connection with some other improvement; the estimated cost of the improvement as recommended; and a description of the methodology used to calculate individual assessments for affected parcels; and

WHEREAS, it is appropriate for the City Council to formally accept the feasibility report as prepared and call for a public hearing on the proposed assessment project as outlined in Minnesota Statutes, Chapter 429.

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

1. The Council will consider the improvement of such streets in accordance with the report and the assessment of property for all or a portion of the cost of the improvement pursuant to Minnesota Statutes, Chapter 429 at an estimated total cost of the improvement of \$652,400.
2. A public hearing shall be held by the City Council on such improvements on the 26th day of October, 2020 at approximately 7:00 p.m. Such hearing shall be available for attendance by the public either in person in the Senior Center of the Saint Peter Community Center, (600 South Fifth Street) or remotely using GoToMeeting virtual meeting software. All persons in attendance either in person or through the virtual meeting platform will have an opportunity to be heard. Written comments will be accepted by the City Clerk Administrator up to 5:00 p.m. on the date of the hearing or if delivered to the physical location of the hearing.
3. The City shall give mailed and published notice of such hearing and improvement as required by law.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 28th day of September, 2020.

Charles Zieman
Mayor

ATTEST:

Todd Prafke
City Administrator

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2020 -

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

RESOLUTION CALLING FOR CLOSED SESSION

WHEREAS, Minnesota Statutes 13D.05 (Subd. 3)(c)(3) allows for closed session of the Council for discussion "to develop or consider offers or counteroffers for the purchase or sale of real or personal property"; and

WHEREAS, an offer has been submitted to purchase the City owned property at 216 South Washington Avenue.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SAINT PETER, NICOLLET COUNTY, MINNESOTA, THAT: the City Council will meet in closed session as provided for under Minnesota Statutes 13D.05 (Subd. 3)(c)(3) to consider negotiations related to the possible sale of the City owned lot at 216 South Washington Avenue.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 28th day of September, 2020.

Charles Zieman
Mayor

ATTEST:

Todd Prafke
City Administrator