CITY COUNCIL REGULAR MEETING
St. Francis Area Schools District Office, 4115 Ambassador Blvd. NW
Monday, December 20, 2021 at 6:00 PM

AGENDA

1. **CALL TO ORDER/PLEDGE OF ALLEGIANCE**
2. **ROLL CALL**
3. **APPROVAL OF AGENDA**
4. **CONSENT AGENDA**
   - A. City Council Minutes - December 6, 2021
   - B. Resignation of Firefighter Jared Belter
   - C. Rivers Edge 5th Addition Financial Security Reduction
   - D. 2020 Street Rehabilitation Project – Final Payment
   - E. Upper Rum River Watershed Management Organization Applicant
   - F. Payment of Claims
5. **MEETING OPEN TO THE PUBLIC**
6. **SPECIAL BUSINESS**
7. **PUBLIC HEARING**
8. **OLD BUSINESS**
9. **NEW BUSINESS**
   - A. Ordinance 286 Amending City Code Section 2-9-1 – Fee Schedule – Second Reading
   - B. Summary Publication for Ordinance 286- Resolution 2021-64
   - C. Request Work Session
   - D. 2022 COLA
10. **MEETING OPEN TO THE PUBLIC**
11. **REPORTS**
    - A. Public Works Monthly Report
    - B. Fire Dept. Monthly Comparison - November 2021
12. **COUNCIL MEMBER REPORTS**
13. **UPCOMING EVENTS**
    - A. Upcoming Events:
      City Offices closed December 23 and December 30 in observance of Christmas and New Year's

      ~ January 3 - City Council Meeting @ 6:00 pm
      ~ January 18 (Tuesday) - City Council Meeting @ 6:00 pm
14. **ADJOURNMENT**

CITY OF ST. FRANCIS
CITY COUNCIL AGENDA
St. Francis Area Schools District Office 4115 Ambassador Blvd. NW
DECEMBER 6, 2021
6:00 p.m.

1. **CALL TO ORDER/PLEDGE OF ALLEGIANCE**
The regular City Council meeting was called to order at 6:00 p.m. by Mayor Steve Feldman.

2. **ROLL CALL**
Members Present: Mayor Steve Feldman, Councilmembers Joe Muehlbauer, Robert Bauer, Kevin Robinson, and Sarah Udvig

Also present: Assistant City Attorney Dave Schaps (Barna, Guzy & Steffen), City Administrator Joe Kohlmann, Police Chief Todd Schwieger, Fire Chief Dave Schmidt, Sergeant Ryan Larson, Liquor Store Manager John Schmidt, Community Development Director Kate Thunstrom, Finance Director Darcy Mulvihill, and City Clerk Jenni Wida.

3. **APPROVAL OF AGENDA**
MOTION BY: MUEHLBAUER SECOND: ROBINSON APPROVING THE REGULAR CITY COUCIL AGENDA
Ayes: Muehlbauer, Feldman, Bauer, Robison
Nays: None
Motion carried 4-0; Udvig absent for the vote

4. **CONSENT AGENDA**
A. City Council Minutes – November 11, 2021
B. Annual Charter Commission Report
C. 2022 Business Licenses- Resolution 2021-59 Adopting the License Renewals for 2022
D. Surplus Property, Resolution 2021-58 Declaring Surplus Property
E. LESO 1033 Program
F. Mid-term Planning Commission Member
G. Donation from Chops for Winning with Cops
H. Payment of Claims

MOTION BY: BAUER SECOND: MUEHLBAUER APPROVING THE CONSENT AGENDA ITEMS A-H
Ayes: Bauer, Muehlbauer, Robinson, and Feldman
Nays: None

Motion carried 4-0; Udvig absent for the vote

Udvig returned to the meeting after the vote.

5. MEETING OPEN TO THE PUBLIC

Mayor Feldman asked if anyone wanted to speak. No one came forward.

6. SPECIAL BUSINESS – NONE

7. PUBLIC HEARINGS

A. Presentation on 2022 Proposed Budget- Resolution 2021-62 Certifying Taxes Payable for 2022; Resolution 2021-63 Adopting a Budget for 2022

Finance Director Darcy Mulvihill gave a presentation on the proposed 2022 Budget and Tax Levy. Mulvihill stated that the City's budget goals have been to maintain high quality and effective services, address priorities set by the City Council, and maintain a strong fiscal position. Mulvihill stated that after the public hearing tonight the final budget and levy can be approved. After approval, the final levy will be certified to the County so that it can be placed on the tax rolls for 2022. The 2022 levy was set at $4,669,590 in September. This is an increase of $435,000 over the 2021 levy but keeps the tax rate the same. This levy also includes $470,000 for future City Hall and Fire Station improvements. The preliminary tax rate is 50.846%, and increase from the 2021 tax rate of 50.589%. The General Fund budget is balanced at $4,876,320 on the revenue side and the expenditure side. The fund balance will be at 62.9% of revenues with the estimated 2021 balance. The proposed budget is also posted on the City's website. Mulvihill also showed in the presentation how a change in a home's valuation will affect property taxes.

Mayor Feldman thanked Mulvihill for her PowerPoint presentation, adding it was pretty explanatory. He stated the City is in good financial stability and he is very happy with what has been done over the past five years. He turned it over to the Council for any comments.

Muehlbauer stated he didn't have any questions at this time.

Robinson commented that it was a good report, really easy to digest for the common person like himself. He noticed that in periodicals from other cities that have had much larger increases than St. Francis. He stated that this is mainly because they haven't taken care of business in the past. These other cities have boasted that they have the lowest taxes around, the lowest taxes in the County. Robinson stated that now he has read recently in one of the periodicals that there was a 21% increase on their tax levy recently because they have let things go by the wayside. He stated that St. Francis hasn't done that. He is in his third year serving on the Council and feels the Council has been very prudent. He didn't have a problem with anything presented. Looking ahead, the Fire Station and City

Hall is not a want but a need, whether it is done in the next two, three, or even four years, preparations will have been made for it. If there are changes in the economy, the money has been set aside and that is what it is designated for. He felt Mulvihill has done a good job and the Council has done a good job as well as far as being prudent. There haven't been arguments about what is spent or why.

Bauer commented it was a great report. He questioned the difference between the levy at $4,669,590, and expenditures and budgeted balance of $4,876,320 which is a difference of $206,730. Bauer was unclear how that plays in.

Mulvihill replied the overall levy is going to different funds. The General Fund is only seeing a portion of that levy, around $3 million. Other revenues are included that make up to the expenditures, part of the levy goes to the debt services and buildings and streets. That's the difference between the two.

Udvig thanked Mulvihill for her report and making it easier to understand for those that don't know the ins and outs of the finances of local government. She commented that the City is in a good place right now which is in part because of the Staff and the Council. Udvig hoped they could continue to work together and to continue to govern the City.

Mayor Feldman commented before opening the public hearing, one thing that was done five years ago, and they continue to do, is that money must be spent to supply the services that the residents require. This includes plowing streets, mowing parks, and everything else that goes with it. Police, public safety and all that, public safety is 50% of the budget. A proactive and preemptive attitude has been taken here and money is spent with consideration to what kind of return on the dollar they get. They look out farther than just next year, but years down the road. He thinks what they have done here is position themselves well to be able to handle the expenditures that the City has with the growth that is happening. In other words, they are not trying to buy that Mercedes right away, but drive a Chevy and plan for the Mercedes down the road if that is what is wanted. When talking about the City Hall and Fire Station, that is in the works and has been in the works for a few years now, planning is taking place. When that will actually happen, breaking ground, is in a very preliminary plan stage but financial plans are in place to be able to do that in a fiscally sound way. Feldman feels they have some good thinking as far as keeping within the budgets and having them balanced each year, which is important.

Mayor Feldman stated he had said, when he ran in 2017, why can't government be run like a household budget, and they are proving that it can be. They plan for the future and plan accordingly and save for that. The City is able to provide for the services the residents require without going to their pocketbooks and asking for more money. He feels this is a good way to run a government. Mayor Feldman wished the Federal government would do more of it but on the other had he will take it at the city level and be happy about it.

Mayor Feldman opened the Public Hearing at 6:23 p.m.

There being no public comment, he closed the Public Hearing at 6:24 p.m.

Robinson asked Mulvihill when the debt service expires, the $20,000 and $20,000, which he knows goes on for a while, but as those expire, is the Council allowed to apply those payments that our household budget used to the 2017 situation or if that was something to discuss at another time.

Mulvihill replied the City can't levy a debt service anymore because the bond documents allow for a debt service levy. What could be done is absorb it into the General Fund and use it towards something else.

Robinson asked if it is not allowed to put additional payments towards, for instance the 2017 debt, the $40,000 is being paid out but that is not allowed.

Mulvihill replied what is allowed is only a certain levy at each bond issue. Some changes can be made but the payments would be absorbed up in the General Fund and keep the levy going steady. That debt service is also paid in part from transfers from other funds.

MOTION BY: ROBINSON SECOND: UDVIG APPROVING RESOLUTION 2021-62 TO ADOPT THE PROPOSED 2022 BUDGET CERTIFIYING TAXES PAYABLE FOR 2022

Ayes: Bauer, Udvig, Muehlbauer, Robinson, and Feldman
Nays: None
Motion carried 5-0

Mulvihill stated the next item on the agenda is the approval of the budgets for all the different funds.

Mayor Feldman asked for comment from the Council. There were none.

MOTION BY: BAUER SECOND: MUEHLBAUER TO ADOPT RESOLUTION 2021-63 ADOPTING A BUDGET FOR 2022

Ayes: Bauer, Udvig, Muehlbauer, Robinson, and Feldman
Nays: None
Motion carried 5-0

8. <u>OLD BUSINESS</u> - NONE

9. <u>NEW BUSINESS</u>

A. <u>Siwek Park Project - Resolution 2021-61 Approving Plans and Specifications and Ordering Advertisement for Bids for the Construction of Siwek Park in the Rivers Edge Development</u>

Community Development Director Kate Thunstrom introduced the resolution to go out bids for the plans and specifications for the Siwek Park. This Park is in the Rivers Edge Development off 237th Avenue, which is a brand-new park that the City has been working on for a couple of years. Working with HKGi, a grant was submitted to the State of Minnesota which received funding for the park. The grant is a 50% match grant, at a minimum the minimum has been met for the funds received. The plans and specifications were included in the case. HKGi has been working with Public Works and Community Development Staff to create the specifications. The next step is going out for bids which could be brought to Council by end of January or into February.

Mayor Feldman thanked Thunstrom. He stated that he, along with the Council, is very happy with getting a park in the City and a safe place for children is fantastic. The one issue Mayor Feldman had was that the original project cost estimate was $490,000, in which the City received 50% or $245,000 in grants from the State of Minnesota. Since that time, material prices have increased with the estimate reaching a high point of $665,000. It has gone up $175,000 in an estimate but the grant doesn’t change, which is something he wanted to point out to Council. In other words, the State is not going to eat those prices, we, the City, have to.

Thunstrom confirmed this. She explained that the estimate is what HKGi has drawn up with the concepts of what has been selected for materials, the lighting, and the length of path. With that the bid also created alternatives so that price of $665,000 also includes the alternatives that have to do with lighting and irrigation. The bid has been built so if it does exceed $490,000 there are alternatives that could shave off to get it back to the original amount. This is a projected estimate, the bids could come in a lot lower, or higher and some decisions would have to be made at that time.

Mayor Feldman pointed out to Council that the estimate of $490,000 is what the grant is based on and that is all the City will get. If the price goes out and they decide to go full blown on this the balance will come out of the City’s coffers and not the grant. Feldman stated when he has bid a project, he has told the client to put in everything they want and then see how it works out with the pocketbook in the end. He suggested seeing how it bids out and when the numbers come back to Council he hopes they are happy with the park they get. He is confident in speaking for the Staff and Council in saying that a park is wanted for the children and it is a good thing. Mayor Feldman thanked Thunstrom and asked for Council comments.

Muehlbauer commented that from the talks the Council had about the parks moving forward that he didn’t see why there would be an issue with it.

Bauer commented that he is concerned with the number of parking stalls being only six. In looking at the pictures, there is a grill and a gazebo for entertaining, both parts of the playground, that six spots wouldn't be enough unless there is on street parking. He is not dissatisfied with it, it looks great but questions if the parking will be enough for the size of the park.

Mayor Feldman asked if six parking spaces is all there is.

Thunstrom replied there is street parking and being this park doesn't have tournament fields, there wouldn't be large events like that. The number of parking spaces is based on the land that is available. Street parking would be the backup.

Bauer commented that in thinking of the Anoka park by the river that there is a fair amount more parking than this park would provide, but this park pretty much has what that park has with less parking spaces. He liked the overall design of it.

Udvig commented that she is excited about it as well. She was thinking the same thing about the parking because it is a nice size park. Udvig felt it made sense because there wouldn't be big sporting events there. She noticed that there is one park bench that has no back and asked if there was a reason it had no back.

Thunstrom replied that the selections went through Staff regarding the uses and where they were located. Depending on where the bids come in, upgrades could be considered and this would be the bid that would be collected.

Udvig asked if the sizes of the benches were known because she didn't want them to be tiny and up high like some.

Thunstrom replied the benches are all standard sizes. The Staff is working with the ADA requirements.

Robinson agreed with Bauer that the six parking spots seemed minimal compared with what is available and the neighborhood it is going to serve. He didn't know if something could be done about it at a later time. Robinson referenced the Mayor's comments about the difference being $170,000, and asked what the Council wants to cap the City's additional funds at and when that would be discussed. He referenced Thunstrom's comments that some things could be taken away and asked what things are nonessential. With $170,000 there are other parks in town that have deficiencies that are needed and it has been discussed allocating funds, even from the General Fund, for that at a later time for that if possible. He questioned if a nice park could be designed with the $490,000 that is available or would a lot of amenities be taken away.

Thunstrom replied that that will be the tough decision if the bids come back really high. How do things get scaled back without taking away something. She recognized that the neighborhood is full of children. Thunstrom has received responses that indicate that the children are excited for the park to come. Overall, she thought one of the things to consider is irrigation, some of the lawns struggle when they are not watered, but is determined to be important. Potentially reducing lighting or scaling back on extending the trail all the way around. She felt it will depend on what comes back for the costs. When the bids are considered once they are in, that Staff and Council are not scaling back so much that hard that the park doesn't end up being a not very nice place to be.

Robinson commented that the elementary school raised over $125,000 to complete their projects and the sister city on 221st has a park that has many parking spots, an awesome play complex for the kids, and a big bare space. It is not irrigated but serves its purpose. He imagined it has 25 parking spaces, maybe more. He has had his grandkids over there several times and it is easily accessed from the pond on the south. That might be something to consider at a later time. The park is a place for the families and kids who want a place to get out of their own backyards. He supports this and not oppose it but wants to be mindful of the cap. The City has already designated $245,000 which took a lot of the park funds, a balance has to be found for that. He wanted the Council to be able to take a look and help with that so that the other parks are slighted.

Mayor Feldman asked Thunstrom if this park is basically for Rum River Bluffs and Rivers Edge developments mostly, but others in the City could use it also. His question related to the necessity of parking, where there isn't the need for more spaces beyond six if it is because there may be more walking traffic from homes in the area and if that was her idea.

Thunstrom replied that this park will serve a great deal of the neighborhoods. Because there won't be tournament fields or specific sports fields there, there won't be that draw. This will support the Rum River Bluffs, Rivers Edge, and whatever development continues to the North. There are a couple of unique features to this park. This park will be one of the first to have a Gaga pit in it. She wasn't sure about the popularity of that but could be something that would draw someone from another neighborhood in. With the street parking, these are standard streets so they are wide enough and able to hold cars on street parking. If additional parking was wanted plans would have to be moved around. Without the competitive sports fields and the amount of kids that are in the neighborhood she didn't see a lot of concern about it from her perspective.

Mayor Feldman commented he said that because his grandkids live in Minnetrista. In their neighborhood, they have a park that has no parking, it is all just walk traffic from the neighborhood and always busy when he is there. As far as the dollar amounts, he would like to see how the bids come in but wondered if there was any phasing in that could be done if the dollar amounts are really high. Can they phase in some of it so the bigger picture isn't affected. Mayor Feldman referenced Robinson's comments and agreed that he doesn't want to strip this park because of numbers. If it can't be done right, don't do it. He asked the Council if they understood. If the park is going to be cheapened, the City will end up with a park that the residents won't be happy with. He wondered if there was some way if the numbers come in too high it could be done over a phase in period and see if numbers drop from one year to another, which has happened before.

Thunstrom replied she believed it is, noting when the grant was applied for, it was pre-pandemic so the material issues, the labor issues, none of that existed when the request was made for 50% of the $490,000. Staff is hopeful that in the next year to see some corrections in that but if there is a situation where there was a need to phase in, it could be considered.

Mayor Feldman replied, yes because 2019 was different than 2020, and this year after starting the LiquorMuni addition, he has seen that between materials and labor as well. He suggested that the Council sees how it all plays out and hopefully they will get all that is wanted and it will be done is a wise way.

Mayor Feldman asked if there was any further comment. There was none.

MOTION BY: MUEHLBAUER SECOND: ROBINSON TO ADOPT SIWEK PARK PROJECT RESOLUTION 2021-61 APPROVING PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENTS FOR BIDS FOR THE CONSTRUCTION OF SIWEK PARK IN THE RIVERS EDGE DEVELOPMENT

Ayes: Bauer, Udvig, Muehlbauer, Robinson, and Feldman
Nays: None
Motion carried 5-0

Mayor Feldman thanked Thunstrom for her work on this. He also thanked Beth from HKGi. He hoped that the City would enjoy a safe place for kids to play.

B. <u>City Real Property Acquisition, PID 32-34-24-31-0020; Resolution 2021-60 Approving the Purchase of Property and Granting Signature Authority</u>

Community Development Director Kate Thunstrom introduced the resolution stating that over the past several years the City and EDA have worked to acquire many properties along Bridge Street, working in the Ambassador and Bridge Street intersection area. In recent conversations with Development, the DRC team and engineering team, it has come to light that additional access points are going to be important in the future in regards to the safety and traffic movement. There is a property that Staff has been working with that the owners are interested in selling the property to the City that would provide a second access point for the development of the EDA and City owned property in the center of town off of Bridge Street. It was discussed at the work session. For this acquisition Thunstrom has been in contact with the realtor that works with the City and provides services for that connection. Before the Council tonight is the resolution for purchase of the property and the concept.

Mayor Feldman thanked Thunstrom. He agreed that it was discussed at the work session. He felt it was a good idea because it makes that section of land, which isn't really landlocked because it has one access off of Bridge Street, it now gives it two accesses, one off of Ambassador. The right in, right out could be taken away and put in a different effect, a roundabout that comes on Bridge and Ambassador. He felt it would make it much more appealing to a developer to develop with two, for sure, access points. That fits well with the St. Francis Forward Plan and the Comp 40 Plan. Mayor Feldman is in favor of it. He asked for Council comment.

Bauer commented that he felt it was very well vetted during the work session.

Mayor Feldman replied he thought so too.

Udvig agreed.

Robinson commented that he isn't one for buying more property but this is something that is really needed to help access this other piece. The County is making the City do some of this because of Ambassador and it will make it more appealing to developers. He thinks it should be done.

Muehlbauer commented that it allows the City to pursue the St. Francis Forward Plan given that the second access allows for more units in the area, something the Council was looking for to begin with. Otherwise, it would be limited to 16. Thunstrom confirmed this.

Mayor Feldman added that it is good for the City because it is property taxes and rate users with SAC and WAC charges. It really is a win-win that the City is getting this access point because otherwise, it is not landlocked totally because of the access to Bridge Street, but it is still a negative for developers so this makes it much more appealing. He thanked the Council for their comments.

MOTION BY: UDVIG SECOND: BAUER TO ADOPT RESOLULTION 2021-60 APPROVING THE PURCHASE OF PROPERTY AND GRANTING SIGNATURE AUTHORITY

Ayes: Bauer, Udvig, Muehlbauer, Robinson, and Feldman
Nays: None
Motion carried 5-0

Mayor Feldman thanked Thunstrom and Beth from HKGi.

C. Fee Schedule- Ordinance 286 - Amending City Code Section 2-9-1- Fee Schedule- First Reading

City Administrator Joe Kolhmann introduced the ordinance with is a suggested change to the Fee Schedule. He stated there aren't a lot of them because the Fee Schedule was just updated in August 2021. Staff is recommending the consideration of increasing the "Unsubsidized" Water Access Charge (WAC) and Sewer Access Charge (SAC) for properties not located within the St. Francis City limits. The proposed additional fees would be double what would be charged a development in the City of St. Francis. It would be a per unit charge for any development that comes forward.

Mayor Feldman clarified that this is for nonresident, nontax payer in the City. If someone lives outside on a shared area such as Oak Grove and sharing a common, as on Poppy Street where there is one lot, if they wish to connect to the City sewer system they would pay the charge being a nontax payer, nonresident of the City of St. Francis. There is a charge that the City charges residents and this charge is for nonresident, nontax payers. Mayor Feldman asked for Council comments.

Udvig commented that for the most part, it looked good, noting the Council had discussed everything not too long ago. Her only question was about the subsidized access charge. Udvig thanked Kohlmann for clarifying it.

Robinson questioned how it was determined to double the amount for the SAC and WAC on the outside.

Kohlmann replied that it was a number Staff came up with because it's not an exact calculation for WAC and SAC. It's in big numbers, big growth numbers, and big expenses for the plant. It is estimated. Staff figured for every Trunk and SAC and WAC charge that is added in the City there is some level of give and take that other users have subsidized on some level. Whether they paid for some Trunk fees or if the WACs and SACs have been decreased since that time so the Staff thought that double would mediate any type of subsidy that any St. Francis resident may have had.

Robinson referenced discussion last spring that took place when some of these were adjusted. It has been ten or 11 months since then. He asked if the City is competitive, noting there was a minor uproar a year or so ago about cities charging different things for fees and inspection feeds. Robinson asked Thunstrom if she felt like the City is dialed in where it should be to be competitive and still create the need for people to call Thunstrom and say they want to come to the City of St. Francis.

Thunstrom replied she believed so, noting the legislation continues to be a conversation and she has been monitoring it. There hasn't been a lot of progress but conversation has continued. She felt the fees and the schedule in St. Francis are on track and competitive with those around.

Robinson asked if there has been feedback with any disparaging comparisons or complaints.

Thunstrom replied there have been complaints about the fees but it is not because it is a comparison with another city, just because they are there in general. She hasn't had any developers walk away due to the charges that are in place.

Robinson commented that these were vetted out pretty well the last time the Council spent some time on it. He thanked Thunstrom.

Muehlbauer asked a question he considered more rhetorical, if the Council is thinking of regionalization as a good thing or a possibility, if this is a turn off for that. He recognized that things are discussed if people come forward so this isn't a complete shut down of anything, but asked if that is more appealing to people, or if the higher fees are less appealing.

Mayor Feldman questioned if it would be a single lot versus a development. He imagined that some negotiations would happen if it were one hundred homes coming on versus one home coming on. He stated for public knowledge, that SAC is Sewer Access Charges and WAC is Water Access Charges. The permits in general are not expensive, it's the charges that are expensive but the charges for SAC and WAC are in place so they can maintain the system, the waste water facility, the water plant and so forth and all the infrastructure in between that supplies the piping to the developments, the piping to the houses and all of that stuff. He explained these charges are in place not to gouge, but to maintain the system over years, which is costly to do as the plants get older. He wanted people to understand that this is not a charge that the Council came up with, there is a reason the WAC and SAC charges are there.

Muehlbauer referenced the phrase "city limits" and asked if that refers to the geographical outline of St. Francis. Kohlmann confirmed this.

Bauer commented that his concern was the word "double". But then he looked at it and the SAC and WAC. He noted people are on the system forever, and St. Francis residents pay monthly for an upkeep fee for the services that are rendered so he feels it is a fair assessment for a single person joining the system. He noted they are paying taxes to a different city St. Francis is not recouping any monthly benefits for that, so he feels it is a fair assessment of how it is set up.

Mayor Feldman agreed adding that taxes aren't paid to St. Francis so it is for a nonresident, nontaxpayer. He noted a development is something that would be discussed by the Council because the City doesn't want to turn away a developer. It would be something that would have to be discussed.

MOTION BY: ROBINSON SECOND: UDVIG TO ADOPT THE FEE SCHEDULE ORDINANCE 286 AMENDING CITY CODE SECTION 2-9-1- FIRST READING

A roll vote was performed

Councilmember Robinson	Aye
Councilmember Muehlbauer	Aye
Mayor Feldman	Aye

Councilmember Bauer Aye
Councilmember Udvig Aye

Motion carried 5-0

10. MEETING OPEN TO THE PUBLIC – NONE

11. REPORTS

A. Department Reports

None

B. Councilmember Reports

Udvig reported she attended the community tree lighting on Wednesday where there was a very good turnout. She thanked everyone who came. Udvig reminded everyone that on Thursday, December 16, 2021, from 4:00- 8:00 p.m. at St. Francis High School there will be an event to fill a school bus for MACE. There will be several activities for preschool, elementary, and middle school kids as well as food and beverages for purchase. There will also be a visit with Santa and tours of the new high school. Music will be provided by the Madrigal Singers and Jazz band. There will also be basketball games that night. The St. Francis girls play at 5:30 p.m. that night and the St. Francis boys play at 7:15 p.m. She extended an invitation to come out to support the community and kids.

Bauer reported that he also attended the tree lighting, which was well received, well attended, and a great event to see the community come together. He would like to see the community come together on Thursday, December 9, 2021, as well at the Santa on the Fire Truck event. He asked Fire Chief Schmidt if there would be a time for residents who wanted to volunteer, walk the City, and collect goods from St. Francis residents, to meet at the Fire Station.

Fire Chief Todd Schmidt replied he will confirm with the Captain tomorrow that they will start with Santa and go to the neighborhoods at 5:30 p.m. Logistics will be worked on if there are volunteers who are captain willing to help. He noted donations are also being collected at the Fire Station in the vestibule, which is unlocked and residents can come and make a donation at any time.

Bauer invited residents to come out to support the community of St. Francis and have a great time, noting Santa on the Fire Truck is a great time. He hoped the weather would warm up but has walked the route many times when it is cold out. The Police Department is also having a Santa event on Saturday, December 11, 2021, from 10:30- 12:30 a.m.

Muehlbauer reported he attended the work session with the rest of the Council on November 29, 2021, and was also at the community tree lighting.

Robinson recognized young people in the audience and asked if they are in attendance to see how city government works. He invited them to stay after the meeting if they have any questions. He indicated he was glad the youth were there and being involved. Robinson commented that someday, some of the youth may be sitting in the Council seats as well. Robinson reported that he also attended the Christmas tree lighting and thanked the Bridge Church for putting it together. It was well attended, fun, the weather was nice, and Santa showed up. The Fire Department did more than their part as usual. He commented that community is important and events only happen if people attend and that is what makes a community whole. Robinson also attended the work session, which was pretty easy and some things were worked out. He commented that the Council does things not behind the scenes and not out of eye sight, it is all recorded for posterity and for review, but the Council also works when they are not in meetings as there is other work to be done. He stated Staff supports the Council and vice versa; it is a pretty well-oiled machine.

Mayor Feldman reported he has been working on the LiquorMuni along with Staff, as the Council knows. The grand opening is Monday, December 13, 2021, until Saturday, December 18, 2021. The whole week is the grand opening week for what he considers the new Bottle Shop because it is expanded and remodeled. He thinks it is going to be liked a lot and hoped people will get out to see it the opening week. Mayor Feldman thanked John, Steph, Crystal, Corinne for all the hard work and patience they have put up with. He noted that even though he has done this for many times over the years, the last few weeks of the month get to him too. He shared that the store turned out really well. Mayor Feldman thanked Parish, Jeremy, and Paul for all their work with him on that and sticking with him to the end. He explained there are still some finishing touches to do this week but he is very pleased with the way it turned out. The reason this work was done was to be able to expand the product line to suffice for the new residents, the newer audience, to buy in bulk, and pass that savings on the residents. It also establishes St. Francis as a good destination place for pricing and product. He noted this is something that should have been done a long time ago but is something that was saved for, planned ,for and he thinks it was a lot of work but turned out really well and he is very happy with it. He stated all proceeds from the LiquorMuni go to keeping the tax levy down as for special projects and spending money in the City helps the City and is a good thing all around. Mayor Feldman thinks that just because it is the only store in town, that doesn’t mean it isn’t competitive and will be that. He restated the store turned out really good, it was a lot of hard work, and he appreciated the hard work by everyone.

Mayor Feldman commented, as he says at every meeting, that he appreciates the effort Staff makes with the Council, and the Council makes in getting the things done to service the customers, which are the residents. The Council is a customer service business and the residents are the customers. He noted the Council and Staff have really worked together to keep it open and transparent, make St. Francis better than when they came in 2017, and he thinks they are doing just that. One of the things that is being worked on is getting the trust of the residents. He is a firm believer that when residents trust their government, there is really nothing that can't be done in a positive way in any city. Mayor Feldman related that back to the *Mayor's Handbook* that he read years ago which says when residents work with Staff, working with Council for a better city, he thinks that really does pan out and they are proving that is true.

Mayor Feldman stated that he realizes that the City has to spend money to supply the services that residents require but the effort is to spend money wisely and get a good return on the dollar. He thinks that is being done, have proven they will continue to do that, and have done that for the last five years. St. Francis is in good financial stability and will continue to be that because of the Council that looks far out, plans far out, but doesn't exceed what they don't have. Mayor Feldman stated he has seen other cities go to the tax payers continuously for shortfalls. He has seen school districts do that as well but the Council doesn't do that. Instead, the Council plans accordingly, they want to give residents what they want, and that is the endeavor. But at the same time, it will be done in a fiscally financially sound way, not spending what they don't have, or sell bonds to go into more debt. The City has never done that and won't do that.

Mayor Feldman thanked Staff and Council for all the hard work they have done. He noted people may think this is an easy job, but he can say that each Councilmember sat in the audience for several years before joining the Council and the distance between the seats may be a short walking distance, but the work that it takes to sit on the Council is a lot if it is done right. He thanked the Staff for all the work they do every day, stuff the residents don't see, the work sessions, the commissions the members are on, and things like that done continuously, which is a lot of work. He noted the payoff is making the City better, which is the gratification they get knowing they are doing just that. Mayor Feldman thanked everyone.

Mayor Feldman gave a reminder about Thursday, December 9, 2021, which is Santa and the Fire Truck at 5:30 p.m.; Saturday, December 11, 2021, with Santa at the Police Department from 10:30 a.m. to 12:30 p.m.; and, the Grand Opening of the new Bottle Shop the week of December 13-December 18, 2021. He gave an invitation to the Facebook page and the City website to see the specials, noting there are a lot of good deals to take advantage of.

Robinson asked if there will be a ribbon cutting or doing any sort of ceremony.

Mayor Feldman replied he wasn't sure he had energy for that and joked that he would need a week's worth of sleep after it is over.

C. Upcoming Events
December 9, 2021 – Santa & The Fire Truck – 5:30 p.m.
December 11, 2021 – Santa at the Police Department – 10:30 a.m.- 12:30 p.m.

December 13-18, 2021 – Bottle Shop Grand Opening
December 15,2021 – Planning Commission Meeting – 7:00 p.m.
December 20, 2021 – City Council Meeting – 6:00 p.m.

12. ADJOURNMENT

There being no further business, Mayor Feldman adjourned the regular City Council at 7:00 p.m.

____
Jennifer Wida, City Clerk

Agenda Item # 4B.

CITY COUNCIL AGENDA REPORT

TO: Mayor and Council

FROM: Dave Schmidt, Fire Chief

SUBJECT: Resignation of Firefighter Jared Belter

DATE: December 20, 2021

OVERVIEW:

Effective 12/31/2021, Firefighter Jared Belter has tendered his resignation from the St. Francis Fire Department. Firefighter Belter first joined the organization on 02/17/2016. Firefighter Belter served the citizens and community with pride and honor and will be missed by all.

ACTION TO BE CONSIDERED:

Motion to accept the resignation of Firefighter Jared Belter.

CITY COUNCIL AGENDA REPORT

TO: Joe Kohlmann, City Administrator

FROM: Craig Jochum, City Engineer

SUBJECT: Rivers Edge 5th Addition Financial Security Reduction

DATE: December 20, 2021

OVERVIEW:

The City has previously approved the Rivers Edge 5th Addition development and it is currently under construction. As a provision of the Development Agreement, the City requires that the Developer establish a financial security to guaranty the performance of the work.

The Development Agreement also allows the Developer to apply to the City Council for a reduction of the financial security from time to time based on work completed.

In accordance with the Development Agreement, the Developer has requested a reduction in the financial security based on work completed to date. We have reviewed the project status and recommend that the financial security may be reduced at this time.

ACTION TO BE CONSIDERED:

City Council approval of the financial security reduction to $178,000 based on work completed to date.

BUDGET IMPLICATION:

None. All development costs are borne by the Developer.

Attachments:

- Rivers Edge 5th Addition Financial Security Reduction Recommendation Letter
- Value of Remaining Work

Agenda Item # 4C.

Rivers Edge 5th Addition
Value of Remaining Work
December 10, 2021

Description - Substanitally Completed Items	Value
Sanitary Sewer (10%, Pending As-Builts) *	$32,600
Watermain (10%, Pending As-Builts) *	$26,300
Storm Sewer (10%, Pending As-Builts) *	$21,600
Sub-Total - Subtantially Completed Items	**$80,500**

* Cannot go below 10% for Warranty Amount. Cannot start warranty until As-Builts and City Acceptance

Descrtiption - Construction Outstanding	
Streets - Wear Course of Bituminous	$78,000
Sub-Total Required Surety for Streets (125%)	**$97,500**

Required LOC	**$178,000**

Hakanson Anderson

Main Office:
3601 Thurston Avenue, Anoka, MN 55303
Phone: 763/427-5860 Fax: 763/427-0520
www.haa-inc.com

45 YEARS

December 10, 2021

Joe Kohlmann, City Administrator
City of St. Francis
23340 Cree Street NW
St. Francis, MN 55070

RE: Rivers Edge 5th Addition
Financial Security Reduction

Dear Mr. Kohlmann:

We have reviewed the status of the Rivers Edge 5th Addition project. At this time, the project has not been accepted by the City. We would summarize the project as follows:

1. The grading has been substantially completed. However, as-built plans are needed to verify that grading has been completed correctly and maintenance of the turf and erosion control remains.

2. The sanitary sewer has been constructed and is substantially complete.

3. The watermain has been installed and is substantially complete.

4. The storm sewer is substantially completed.

5. The streets are constructed and the first lift of bituminous has been constructed. The construction of the bituminous wear course remains to be completed.

6. The sidewalks are substantially complete.

7. The bituminous trail is substantially complete.

8. We have not received the as-built utility plans or grading plans.

9. We have not received certification that all iron monuments (lot corners) have been placed.

Based on the status of the project as summarized above we recommend that the Financial Security may be reduced to $178,000 at this time.

If you have any questions please call me at 763-427-5860.

Sincerely,
Hakanson Anderson

Craig Jochum, P.E., City Engineer

cc: Darcy Mulvihill, Finance Director
Kate Thunstrom, Community Development Director
Shane Nelson, P.E., Assistant City Engineer
Dale Willenbring, Developer
Marty Campion, Developer's Engineer

City of St. Francis

CITY COUNCIL AGENDA REPORT

TO: Joe Kohlmann, City Administrator

FROM: Craig Jochum, City Engineer

SUBJECT: 2020 Street Rehabilitation Project – Final Payment

DATE: December 20, 2021

OVERVIEW:

Attached is the Final Payment form, IC-134 documents and the Consent of Surety for the 2020 Street Rehabilitation Project. The final payment releases the retainage. The final payment is $10,738.63. The total final contract amount for this project is $357,954.21. The original contract amount was $522,325.92. The payment is summarized by funding source below.

ACTION TO BE CONSIDERED:

Consider approval of the Final Payment for the 2020 Street Rehabilitation Project.

BUDGET IMPLICATION:

Description	Funding Source		
	Municipal State Aid	Local – Street & Water	Total
Recommended Payment	$4,208.71	$6,529.92	$10,738.63

Attachments:

- FINAL PAYMENT WITH IC-134'S AND CONSENT OF SURETY

FINAL PAYMENT
CITY OF ST. FRANCIS
2020 Street Rehabilitation Project

December 8, 2021

Honorable Mayor and Council Members
City of St. Francis
23340 Cree Street NW
St. Francis, MN 55070

RE: 2020 Street Rahabilitation Project
Contractor: North Valley Inc.
Contract Amount: $522,325.92
Award Date: December 2, 2019
Completion Date: August 28, 2020

Dear Honorable Mayor and Council Members:

The following work has been completed on the above-referenced project by North Valley, Inc.

Bid Schedule A - Arrowhead Street NW (S.A.P. 235-153-001)

ITEM NO.	ITEM DESCRIPTION	ESTIMATED QUANTITY	UNIT	CONTRACT UNIT PRICE	USED TO DATE	EXTENSION
1	REMOVE CASTING	1	EACH	$246.47	1	$ 246.47
2	SALVAGE CASTING	5	EACH	$246.47	6	$ 1,478.82
3	SAWING CONCRETE PAVEMENT (FULL DEPTH)	403	LIN FT	$6.82	173	$ 1,179.86
4	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	1345	LIN FT	$3.60	966	$ 3,477.60
5	REMOVE CURB AND GUTTER	960	LIN FT	$5.29	838	$ 4,433.02
6	REMOVE BITUMINOUS PAVEMENT	235	SQ YD	$7.99	223	$ 1,781.77
7	REMOVE CONCRETE PAVEMENT	1685	SQ FT	$1.32	1,500	$ 1,980.00
8	AGGREGATE BASE (CV) CLASS 5	20	CU YD	$74.77		$ -
9	MILL BITUMINOUS SURFACE (1.5")	14653	SQ YD	$1.24	14,708	$ 18,237.92
10	BITUMINOUS MATERIAL FOR TACK COAT	1099	GALLON	$3.22	800	$ 2,576.00
11	TYPE SP 12.5 WEARING COURSE MIXTURE (2;B) 2.5" THICK	235	SQ YD	$34.58	216	$ 7,469.28
12	TYPE SP 9.5 WEARING COURSE MIXTURE (2;B)	1388	TON	$62.60	1,412.06	$ 88,394.96
13	CASTING ASSEMBLY	1	EACH	$1,092.72	1	$ 1,092.72
14	INSTALL CASTING	5	EACH	$1,230.84	6	$ 7,385.04
15	GROUT CATCH BASIN OR MANHOLE	21	EACH	$280.54	4.0	$ 1,122.16
16	6" CONCRETE WALK	1500	SQ FT	$11.81	963	$ 11,373.03
17	8" CONCRETE DRIVEWAY PAVEMENT	21	SQ YD	$82.42	9	$ 741.78
18	CONCRETE CURB AND GUTTER	1057	LIN FT	$30.77	838	$ 25,785.26
19	TRUNCATED DOMES	102	SQ FT	$49.45	102	$ 5,043.90
20	SIGN PANELS TYPE C	56	SQ FT	$80.54	56	$ 4,510.24
21	STORM DRAIN INLET PROTECTION	5	EACH	$161.08	20	$ 3,221.60
22	SEDIMENT CONTROL LOG TYPE COMPOST	100	LIN FT	$4.30		$ -
23	LOAM TOPSOIL BORROW (CV)	100	CU YD	$53.69	76	$ 4,080.44
24	SITE RESTORATION	587	SQ YD	$12.89	521	$ 6,715.69
25	4" SOLID LINE MULTI-COMPONENT	1,016	LIN FT	$1.30	888	$ 1,154.40
26	24" SOLID LINE MULTI-COMPONENT	75	LIN FT	$13.92	77	$ 1,071.84
27	4" DOUBLE SOLID LINE MULTI-COMPONENT	470	LIN FT	$2.61	433	$ 1,130.13
28	PAVEMENT MESSAGE MULTI-COMPONENT	57	SQ FT	$10.78	57	$ 614.46
Total Bid Schedule A - Arrowhead Street NW (S.A.P. 235-153-001)						$ 206,298.39

FINAL PAYMENT
CITY OF ST. FRANCIS
2020 Street Rehabilitation Project

Bid Schedule B - Flora Street NW and 231st Lane NW (Local Funding)

ITEM NO.	ITEM DESCRIPTION	ESTIMATED QUANTITY	UNIT	CONTRACT UNIT PRICE	USED TO DATE	EXTENSION
29	SALVAGE CASTING	3	EACH	$246.47	4	$ 985.88
30	SAWING CONCRETE PAVEMENT (FULL DEPTH)	186	LIN FT	$6.82	37	$ 252.34
31	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	511	LIN FT	$3.60	410	$ 1,476.00
32	REMOVE CURB AND GUTTER	335	LIN FT	$5.29	232	$ 1,227.28
33	REMOVE BITUMINOUS PAVEMENT	74	SQ YD	$7.99	62	$ 495.38
34	REMOVE CONCRETE PAVEMENT	186	SQ FT	$1.32	186	$ 245.52
35	AGGREGATE BASE (CV) CLASS 5	65	CU YD	$74.77	39	$ 2,916.03
36	MILL BITUMINOUS SURFACE (1.5")	5888	SQ YD	$1.24	5,943	$ 7,369.32
37	BITUMINOUS MATERIAL FOR TACK COAT	442	GALLON	$3.22	200	$ 644.00
38	TYPE SP 12.5 WEARING COURSE MIXTURE (2;B) 2.5" THICK	74	SQ YD	$34.58	55	$ 1,901.90
39	TYPE SP 9.5 WEARING COURSE MIXTURE (2;B)	559	TON	$62.60	610	$ 38,186.00
40	INSTALL CASTING	3	EACH	$1,230.84	4	$ 4,923.36
41	GROUT CATCH BASIN OR MANHOLE	9	EACH	$280.54	4	$ 1,122.16
42	6" CONCRETE WALK	186	SQ FT	$11.81	229	$ 2,704.49
43	CONCRETE CURB AND GUTTER	335	LIN FT	$30.77	240	$ 7,384.80
44	TRUNCATED DOMES	20	SQ FT	$49.45	21	$ 1,038.45
45	STORM DRAIN INLET PROTECTION	3	EACH	$161.08	15	$ 2,416.20
46	SEDIMENT CONTROL LOG TYPE COMPOST	50	LIN FT	$4.30		$ -
47	LOAM TOPSOIL BORROW (CV)	30	CU YD	$53.69	16	$ 859.04
48	SITE RESTORATION	186	SQ YD	$12.89	100	$ 1,289.00

Total Bid Schedule B - Flora Street NW and 231st Lane NW (Local Funding) $ 77,437.15

Bid Schedule C - Valve Repair Phase 1 (Local Funding)

ITEM NO.	ITEM DESCRIPTION	ESTIMATED QUANTITY	UNIT	CONTRACT UNIT PRICE	USED TO DATE	EXTENSION
49	REMOVE VALVE BOX	8	EACH	$581.44	8	$ 4,651.52
50	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	320	LIN FT	$3.60	280	$ 1,008.00
51	REMOVE BITUMINOUS PAVEMENT	89	SQ YD	$9.53	92	$ 876.76
52	DEWATERING	8	EACH	$1,628.02	7.5	$ 12,210.15
53	AGGREGATE BASE (CV) CLASS 5	20	CU YD	$125.11		$ -
54	TYPE SP 12.5 WEARING COURSE MIXTURE (2;B) 2.5" THICK	89	SQ YD	$30.83	92	$ 2,836.36
55	VALVE BOX	8	EACH	$2,707.17	8	$ 21,657.36
56	VALVE REPAIR	8	EACH	$901.23	8	$ 7,209.84
57	VALVE OPERATOR EXTENSION	8	EACH	$1,058.21	8	$ 8,465.68

Total Bid Schedule C - Valve Repair Phase 1 (Local Funding) $ 58,915.67

FINAL PAYMENT
CITY OF ST. FRANCIS
2020 Street Rehabilitation Project

Bid Schedule D - Valve Repair Phase 2 (Local Funding)

ITEM NO.	ITEM DESCRIPTION	ESTIMATED QUANTITY	UNIT	CONTRACT UNIT PRICE	USED TO DATE	EXTENSION
58	REMOVE VALVE BOX	17	EACH	$581.44		$ -
59	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	680	LIN FT	$3.60		$ -
60	REMOVE BITUMINOUS PAVEMENT	189	SQ YD	$8.19		$ -
61	DEWATERING	17	EACH	$1,628.02		$ -
62	AGGREGATE BASE (CV) CLASS 5	43	CU YD	$90.69		$ -
63	TYPE SP 12.5 WEARING COURSE MIXTURE (2;B) 2.5" THICK	189	SQ YD	$29.08		$ -
64	VALVE BOX	17	EACH	$2,707.16		$ -
65	VALVE REPAIR	17	EACH	$1,075.66		$ -
66	VALVE OPERATOR EXTENSION	17	EACH	$1,058.21		$ -
Total Bid Schedule D - Valve Repair Phase 2 (Local Funding)						$ -

Bid Schedule E - Miscellaneous Construction

ITEM NO.	ITEM DESCRIPTION	ESTIMATED QUANTITY	UNIT	CONTRACT UNIT PRICE	USED TO DATE	EXTENSION
67	MOBILIZATION	1	LUMP SUM	$10,577.86	1	$ 10,577.86
68	TRAFFIC CONTROL SUPERVISOR	1	LUMP SUM	$1,610.84	1	$ 1,610.84
69	TRAFFIC CONTROL	1	LUMP SUM	$3,114.30	1	$ 3,114.30
Total Bid Schedule E - Miscellaneous Construction						$ 15,303.00

Total Bid Schedule A - Arrowhead Street NW (S.A.P. 235-153-001)	**$ 206,298.39**
Total Bid Schedule B - Flora Street NW and 231st Lane NW (Local Funding)	**$ 77,437.15**
Total Bid Schedule C - Valve Repair Phase 1 (Local Funding)	**$ 58,915.67**
Total Bid Schedule D - Valve Repair Phase 2 (Local Funding)	**$ -**
Total Bid Schedule E - Miscellaneous Construction	**$ 15,303.00**
Total Work Completed to Date	**$ 357,954.21**
Less 0% Retainage	**$ -**
Less Pay Estimate #1	**$ 151,915.11**
Less Pay Estimate #2	**$ 158,915.53**
Less Pay Estimate #3	**$ 24,926.12**
Less Pay Estimate #4	**$ 11,458.82**
WE RECOMMEND PAYMENT OF:	**$ 10,738.63**

FINAL PAYMENT
CITY OF ST. FRANCIS
2020 Street Rehabilitation Project

Please verify the amount of previous payments, and the receipt of the following items prior to making payment.
1. **Affidavit of payment of States taxes (MN State TAX Form IC 134),**
2. **Letter of consent from surety firm.**

APPROVALS:

CONTRACTOR: NORTH VALLEY, INC.

Certification by Contractor: I certify that all items and amounts are correct and final for all work.

Signed:______________________
Leslie A. Bloom

Title: President Date December 8, 2021

ENGINEER: HAKANSON ANDERSON

Certification by Engineer: We recommend payment for work and quantities as shown.

Signed:______________________

Title: City Engineer Date 12/15/2021

OWNER: CITY OF ST. FRANCIS

Signed:______________________

Title:______________ Date______________

DEPARTMENT OF REVENUE

Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number:	1-235-661-472
Submitted Date and Time:	8-Dec-2021 4:56:19 PM
Legal Name:	NORTH VALLEY INC
Federal Employer ID:	41-1906523
User Who Submitted:	northva
Type of Request Submitted:	Contractor Affidavit

Affidavit Summary

Affidavit Number:	**1870073856**
Minnesota ID:	3744649
Project Owner:	CITY OF ST FRANCIS
Project Number:	235-153-001
Project Begin Date:	29-May-2020
Project End Date:	01-Nov-2020
Project Location:	2020 ST. REHAB-ST FRANCIS
Project Amount:	$357,954.21

Subcontractor Summary

Name	ID	Affidavit Number
KNIFE LAKE CONCRETE INC	5836054	618520576
LINO LAKES LANDSCAPING LLC	4376698	737402880
PENN CONTRACTING INC	2808643	40820736
SIR LINES-A-LOT INC	3509324	1014882304
SUPERIOR TRAFFIC CONTROL LLC	4396051	352116736

Important Messages

A copy of this page must be provided to the contractor or government agency that hired you.

Contact Us

If you need further assistance, contact our Withholding Tax Division at 651-282-9999, (toll-free) 800-657-3594, or (email) withholding.tax@state.mn.us. Business hours are 8:00 a.m. - 4:30 p.m. Monday - Friday.

Please print this page for your records using the print or save functionality built into your browser.

DEPARTMENT OF REVENUE

Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number:	0-725-196-064
Submitted Date and Time:	16-Nov-2020 10:17:57 AM
Legal Name:	KNIFE LAKE CONCRETE INC
Federal Employer ID:	41-1375740
User Who Submitted:	knifelakeconcrete
Type of Request Submitted:	Contractor Affidavit

Affidavit Summary

Affidavit Number:	**618520576**
Minnesota ID:	5836054
Project Owner:	CITY OF ST. FRANCIS
Project Number:	20405 / SAP 235-153-001
Project Begin Date:	01-Jun-2020
Project End Date:	16-Nov-2020
Project Location:	2020 STREET REHABILITATION
Project Amount:	$50,708.00
Subcontractors:	No Subcontractors

Important Messages

A copy of this page must be provided to the contractor or government agency that hired you.

Contact Us

If you need further assistance, contact our Withholding Tax Division at 651-282-9999, (toll-free) 800-657-3594, or (email) withholding.tax@state.mn.us. Business hours are 8:00 a.m. - 4:30 p.m. Monday - Friday.

Please print this page for your records using the print or save functionality built into your browser.

Agenda Item # 4D.

DEPARTMENT OF REVENUE

Your Contractor Affidavit request is Approved. A copy of this page MUST be provided to the contractor or government agency that hired you.

Submitted Date and Time:	9-Dec-2020 2:37:22 PM
Confirmation Number:	1-365-934-880
Name:	LINO LAKES LANDSCAPING LLC
ID:	4376698
Affidavit Number:	**737402880**
Project Owner:	CITY OF ST. FRANCIS
Project Number:	SAP 235-153-001
Project Begin Date:	5/1/2020
Project End Date:	11/1/2020
Project Location:	ST. FRANCIS
Project Amount:	$9,252.00
Subcontractors:	No Subcontractors

Please print this page for your records using the print or save functionality built into your browser.

Agenda Item # 4D.

DEPARTMENT OF REVENUE

Your Contractor Affidavit request is Approved. A copy of this page MUST be provided to the contractor or government agency that hired you.

Submitted Date and Time:	10-Dec-2020 9:11:44 AM
Confirmation Number:	1-656-193-824
Name:	PENN CONTRACTING INC
ID:	2808643
Affidavit Number:	**40820736**
Project Owner:	CITY OF SAINT FRANCIS
Project Number:	20405
Project Begin Date:	5/15/2020
Project End Date:	7/17/2020
Project Location:	SAINT FRANCIS
Project Amount:	$158,875.00
Subcontractors:	No Subcontractors

Please print this page for your records using the print or save functionality built into your browser.

DEPARTMENT OF REVENUE

Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number:	2-046-106-912
Submitted Date and Time:	16-Nov-2020 8:40:25 AM
Legal Name:	SIR LINES-A-LOT INC
Federal Employer ID:	46-5427787
User Who Submitted:	linesalot
Type of Request Submitted:	Contractor Affidavit

Affidavit Summary

Affidavit Number:	**1014882304**
Minnesota ID:	3509324
Project Owner:	CITY OF ST. FRANCIS
Project Number:	SAP 235-153-001
Project Begin Date:	31-Jul-2020
Project End Date:	31-Jul-2020
Project Location:	2020 STREET REHABILITATION CITY OF ST. FRANCIS, MN
Project Amount:	$3,784.90
Subcontractors:	No Subcontractors

Important Messages

A copy of this page must be provided to the contractor or government agency that hired you.

Contact Us

If you need further assistance, contact our Withholding Tax Division at 651-282-9999, (toll-free) 800-657-3594, or (email) withholding.tax@state.mn.us. Business hours are 8:00 a.m. - 4:30 p.m. Monday - Friday.

Please print this page for your records using the print or save functionality built into your browser.

DEPARTMENT OF REVENUE

Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number:	2-026-085-664
Submitted Date and Time:	16-Nov-2020 3:09:03 PM
Legal Name:	SUPERIOR TRAFFIC CONTROL LLC
Federal Employer ID:	81-1433702
User Who Submitted:	Superiortraffichh
Type of Request Submitted:	Contractor Affidavit

Affidavit Summary

Affidavit Number:	**352116736**
Minnesota ID:	4396051
Project Owner:	CITY OF ST FRANCIS
Project Number:	SAP 235-153-001
Project Begin Date:	28-May-2020
Project End Date:	31-Jul-2020
Project Location:	ST FRANCIS
Project Amount:	$7,100.00
Subcontractors:	No Subcontractors

Important Messages

A copy of this page must be provided to the contractor or government agency that hired you.

Contact Us

If you need further assistance, contact our Withholding Tax Division at 651-282-9999, (toll-free) 800-657-3594, or (email) withholding.tax@state.mn.us. Business hours are 8:00 a.m. - 4:30 p.m. Monday - Friday.

Please print this page for your records using the print or save functionality built into your browser.

NORTH VALLEY INC

20015 Iguana Street NW
Nowthen, MN 55330

RECEIPT AND WAIVER OF MECHANIC'S LIEN RIGHTS

Dated: November 12, 2020

The undersigned hereby acknowledges receipt in the sum of $ 41,416.67

CHECK ONLY ONE

1) [ ] as partial payment for labor, skill and material furnished

2) [X] as payment for all labor, skill and material furnished or to be furnished (except the sum of $ 9,291.33 retainage or holdback)

3) [ ] as full and final payment for all labor, skill and material furnished or to be furnished

to the following described real property: (legal description, street address or project name)

2020 St. Rehab-SAP 235-153-001
St. Francis

and for value received hereby waives all rights acquired by the undersigned to file or record mechanic's liens against said real property for labor, skill or material furnished to said real property only for the amount paid if Box 1 is checked, and except for retainage shown if Box 2 is checked). The undersigned affirms that all material furnished by the undersigned has been paid for, and all subcontractors employed by the undersigned have been paid in full, EXCEPT:

Knife Lake Concrete

By [signature]

James A. Fore, VP
(Title)

2026 Rowland Road
(Address)
Mora, MN 55051

NOTE: If this instrument is executed by a corporation, it must be signed by an officer, and if executed by a partnership, it must be signed by a partner.

Affirmative Action / Equal Opportunity Employer

NORTH VALLEY Inc
20015 Iguana Street NW
Nowthen, MN 55330

RECEIPT AND WAIVER OF MECHANIC'S LIEN RIGHTS

Dated: November 12, 2020

The undersigned hereby acknowledges receipt in the sum of $ 4,936.20

CHECK ONLY ONE

1) ☐ as partial payment for labor, skill and material furnished

2) ☒ as payment for all labor, skill and material furnished or to be furnished (except the sum of $ 4,315.80 retainage or holdback)

3) ☐ as full and final payment for all labor, skill and material furnished or to be furnished

to the following described real property: (legal description, street address or project name)

2020 St. Rehab-SAP 235-153-001
St. Francis

and for value received hereby waives all rights acquired by the undersigned to file or record mechanic's liens against said real property for labor, skill or material furnished to said real property only for the amount paid if Box 1 is checked, and except for retainage shown if Box 2 is checked). The undersigned affirms that all material furnished by the undersigned has been paid for, and all subcontractors employed by the undersigned have been paid in full, EXCEPT:

Lino Lakes Landscaping

By Andy [signature]

V.P.
(Title)

18400 Lexington Ave
(Address)

Wyoming, MN 55092

NOTE: If this instrument is executed by a corporation, it must be signed by an officer, and if executed by a partnership, it must be signed by a partner.

Agenda Item # 4D.

NORTH VALLEY INC

20015 Iguana Street NW
Nowthen, MN 55330

RECEIPT AND WAIVER OF MECHANIC'S LIEN RIGHTS

Dated: November 12, 2020

The undersigned hereby acknowledges receipt in the sum of $ 50,748.05

CHECK ONLY ONE

1) [ ] as partial payment for labor, skill and material furnished

2) [X] as payment for all labor, skill and material furnished or to be furnished (except the sum of $ 2,670.95 retainage or holdback)

3) [ ] as full and final payment for all labor, skill and material furnished or to be furnished

to the following described real property: (legal description, street address or project name)

2020 St. Rehab-SAP 235-153-001
St. Francis

and for value received hereby waives all rights acquired by the undersigned to file or record mechanic's liens against said real property for labor, skill or material furnished to said real property only for the amount paid if Box 1 is checked, and except for retainage shown if Box 2 is checked). The undersigned affirms that all material furnished by the undersigned has been paid for, and all subcontractors employed by the undersigned have been paid in full, EXCEPT:

Penn Contracting, Inc.

By Dean [signature]

President
(Title)

13025 Central Ave NE Suite 200
(Address)
Blaine, MN 55434

NOTE: If this instrument is executed by a corporation, it must be signed by an officer, and if executed by a partnership, it must be signed by a partner.

Affirmative Action / Equal Opportunity Employer

NORTH VALLEY Inc
20015 Iguana Street NW
Nowthen, MN 55330

RECEIPT AND WAIVER OF MECHANIC'S LIEN RIGHTS

Dated: November 12, 2020

The undersigned hereby acknowledges receipt in the sum of $ 3,595.65

CHECK ONLY ONE

1) ☐ as partial payment for labor, skill and material furnished

2) ☒ as payment for all labor, skill and material furnished or to be furnished (except the sum of $ 189.25 retainage or holdback)

3) ☐ as full and final payment for all labor, skill and material furnished or to be furnished

to the following described real property: (legal description, street address or project name)

2020 St. Rehab-SAP 235-153-001
St. Francis

and for value received hereby waives all rights acquired by the undersigned to file or record mechanic's liens against said real property for labor, skill or material furnished to said real property only for the amount paid if Box 1 is checked, and except for retainage shown if Box 2 is checked). The undersigned affirms that all material furnished by the undersigned has been paid for and all subcontractors employed by the undersigned have been paid in full, EXCEPT:

Sir Lines-A-Lot

By [signature]

Chaise VanOverbeke, President
(Title)

7175 Cahill Rd
(Address)

Edina, MN 55439

NOTE: If this instrument is executed by a corporation, it must be signed by an officer, and if executed by a partnership, it must be signed by a partner.

H19-0755p

Affirmative Action / Equal Opportunity Employer

NORTH VALLEY INC
20015 Iguana Street NW
Nowthen, MN 55330

RECEIPT AND WAIVER OF MECHANIC'S LIEN RIGHTS

Dated: November 12, 2020

The undersigned hereby acknowledges receipt in the sum of $ 6,745.00

CHECK ONLY ONE

1) ☐ as partial payment for labor, skill and material furnished

2) ☒ as payment for all labor, skill and material furnished or to be furnished (except the sum of $ 355.00 retainage or holdback)

3) ☐ as full and final payment for all labor, skill and material furnished or to be furnished

to the following described real property: (legal description, street address or project name)

2020 St. Rehab-SAP 235-153-001
St. Francis

and for value received hereby waives all rights acquired by the undersigned to file or record mechanic's liens against said real property for labor, skill or material furnished to said real property only for the amount paid if Box 1 is checked, and except for retainage shown if Box 2 is checked). The undersigned affirms that all material furnished by the undersigned has been paid for, and all subcontractors employed by the undersigned have been paid in full, EXCEPT:

Superior Traffic Control

By [signature]

owner
(Title)

7626 57th St. NE
(Address)
St. Cloud, MN 56304

NOTE: If this instrument is executed by a corporation, it must be signed by an officer, and if executed by a partnership, it must be signed by a partner.

Affirmative Action / Equal Opportunity Employer

Bond No. 54-227999

CONSENT OF
SURETY COMPANY
TO FINAL PAYMENT
AIA DOCUMENT G707

Owner
Architect
Contractor
Surety
Other

PROJECT: **2020 Street Rehabilitation Project**
(name, address)

TO: (Owner)
City of St. Francis
23340 Cree Street NW
St. Francis, MN 55070-9390

ARCHITECT'S PROJECT NO:

CONTRACT FOR: **Construction**

CONTRACT DATE: **12/10/2019**

CONTRACTOR:
North Valley, Inc.
20015 Iguana Street NW
Nowthen, MN 55330

In accordance with the provisions of the Contract between the Owner and the Contractor as indicated above, the
United Fire & Casualty Company
118 Second Ave SE
Cedar Rapids, Iowa 52407 ,SURETY COMPANY

on bond of (here insert name and address of Contractor)
North Valley, Inc.
20015 Iguana Street NW
Nowthen, Minnesota 55330 ,CONTRACTOR,

hereby approves of the final payment to the Contractor, and agrees that final payment to the Contractor shall not relieve the Surety Company of any of its obligations to (here insert name and address of Owner)
City of St. Francis
23340 Cree Street NW
St. Francis, Minnesota 55070-9390 ,OWNER,

as set forth in the said Surety Company's bond.

IN WITNESS WHEREOF,
the Surety Company has hereunto set its hand this **3rd** day of **December, 2020**

Surety Company
United Fire & Casualty Company

Signature of Authorized Representative

Attest:
(Seal):

Name Alemdar - Attorney-In-Fact
Title

NOTE: This form is to be used as a companion document to AIA DOCUMENT G706, CONTRACTOR'S AFFIDAVIT OF PAYMENT OF DEBTS AND CLAIMS, Current Edition ufg INSURANCE

UNITED FIRE & CASUALTY COMPANY, CEDAR RAPIDS, IA
UNITED FIRE & INDEMNITY COMPANY, WEBSTER, TX
FINANCIAL PACIFIC INSURANCE COMPANY, ROCKLIN, CA
CERTIFIED COPY OF POWER OF ATTORNEY
(original on file at Home Office of Company – See Certification)

Inquiries: Su
118
Cedar Rapids, IA 52401

Agenda Item # 4D.

KNOW ALL PERSONS BY THESE PRESENTS, That United Fire & Casualty Company, a corporation duly organized and existing under the laws of the State of Iowa; United Fire & Indemnity Company, a corporation duly organized and existing under the laws of the State of Texas; and Financial Pacific Insurance Company, a corporation duly organized and existing under the laws of the State of California (herein collectively called the Companies), and having their corporate headquarters in Cedar Rapids, State of Iowa, does make, constitute and appoint

TERRY STARKS, ALAN STARKS, ROBERT E. CLEMANTS, MELISSA M. NORDIN, NAME ALEMDAR, JEFFREY SETTEM, EACH INDIVIDUALLY

their true and lawful Attorney(s)-in-Fact with power and authority hereby conferred to sign, seal and execute in its behalf all lawful bonds, undertakings and other obligatory instruments of similar nature provided that no single obligation shall exceed $100,000,000.00 and to bind the Companies thereby as fully and to the same extent as if such instruments were signed by the duly authorized officers of the Companies and all of the acts of said Attorney, pursuant to the authority hereby given and hereby ratified and confirmed.

The Authority hereby granted is continuous and shall remain in full force and effect until revoked by United Fire & Casualty Company, United Fire & Indemnity Company, and Financial Pacific Insurance Company.

This Power of Attorney is made and executed pursuant to and by authority of the following bylaw duly adopted on May 15, 2013, by the Boards of Directors of United Fire & Casualty Company, United Fire & Indemnity Company, and Financial Pacific Insurance Company.

"Article VI – Surety Bonds and Undertakings"

Section 2, Appointment of Attorney-in-Fact. "The President or any Vice President, or any other officer of the Companies may, from time to time, appoint by written certificates attorneys-in-fact to act in behalf of the Companies in the execution of policies of insurance, bonds, undertakings and other obligatory instruments of like nature. The signature of any officer authorized hereby, and the Corporate seal, may be affixed by facsimile to any power of attorney or special power of attorney or certification of either authorized hereby; such signature and seal, when so used, being adopted by the Companies as the original signature of such officer and the original seal of the Companies, to be valid and binding upon the Companies with the same force and effect as though manually affixed. Such attorneys-in-fact, subject to the limitations set of forth in their respective certificates of authority shall have full power to bind the Companies by their signature and execution of any such instruments and to attach the seal the Companies thereto. The President or any Vice President, the Board of Directors or any other officer of the Companies may at any time revoke all power and authority previously given to any attorney-in-fact.

IN WITNESS WHEREOF, the COMPANIES have each caused these presents to be signed by its vice president and its corporate seal to be hereto affixed this 17th day of November, 2017

UNITED FIRE & CASUALTY COMPANY
UNITED FIRE & INDEMNITY COMPANY
FINANCIAL PACIFIC INSURANCE COMPANY

By: Dennis J Richmann
Vice President

State of Iowa, County of Linn, ss:

On 17th day of November, 2017, before me personally came Dennis J. Richmann to me known, who being by me duly sworn, did depose and say; that he resides in Cedar Rapids, State of Iowa; that he is a Vice President of United Fire & Casualty Company, a Vice President of United Fire & Indemnity Company, and a Vice President of Financial Pacific Insurance Company the corporations described in and which executed the above instrument; that he knows the seal of said corporations; that the seal affixed to the said instrument is such corporate seal; that it was so affixed pursuant to authority given by the Board of Directors of said corporations and that he signed his name thereto pursuant to like authority, and acknowledges same to be the act and deed of said corporations.

Judith A. Jones
Iowa Notarial Seal
Commission number 173041
My Commission Expires 4/23/2021

Judith A Jones
Notary Public
My commission expires: 4/23/2021

I, Mary A. Bertsch, Assistant Secretary of United Fire & Casualty Company and Assistant Secretary of United Fire & Indemnity Company, and Assistant Secretary of Financial Pacific Insurance Company, do hereby certify that I have compared the foregoing copy of the Power of Attorney and affidavit, and the copy of the Section of the bylaws and resolutions of said Corporations as set forth in said Power of Attorney, with the ORIGINALS ON FILE IN THE HOME OFFICE OF SAID CORPORATIONS, and that the same are correct transcripts thereof, and of the whole of the said originals, and that the said Power of Attorney has not been revoked and is now in full force and effect.

In testimony whereof I have hereunto subscribed my name and affixed the corporate seal of the said Corporations this 3rd day of DECEMBER, 20 20.

By: Mary A Bertsch
Assistant Secretary,
UF&C & UF&I & FPIC

BPOA0049 1217

CITY COUNCIL AGENDA REPORT

TO: Mayor and Council

FROM: Joe Kohlmann, City Administrator

SUBJECT: Upper Rum River Watershed Management Organization Applicant

DATE: December 20, 2021

OVERVIEW:

Both positions on the URRWMO are vacant. We received a letter of interest to fill one of the vacancies.

ACTION TO BE CONSIDERED:

Consider appointing applicant to the Upper Rum River Watershed Management Organization.

BUDGET IMPLICATION:

None

Attachments:

- Letter of Interest

Andrew Wood
3419 236th Lane NW
St Francis, MN 55070
Phone: 217-414-9017
ajwood600@gmail.com

St. Francis City Hall
Attn: Steve Feldman
23340 Cree Street NW
St. Francis, MN 55070

December 8th, 2021

Dear Steve Feldman & Current Board Members-

My name is Andrew Wood and I currently reside in Rum River Bluffs neighborhood within St Francis. While browsing your quarterly newsletter, I noticed you are looking to fill a couple vacancies for the **Upper Rum River Watershed Management Organization Volunteers.**

I currently work as Project Manager at Veit & Company Inc. within the Dredging and Diving Division. Prior to this position I worked in the Oil & Gas Industry as a Commercial Diver working my way up the corporate ladder to become Superintendent. I have worked in the Gulf of Mexico oil rigs, water municipalities, state/federal watershed districts, and more.

I share a passion to ensure our waters are projected and maintained along with all safety measures set in place to ensure water quality is a high priority for ourselves and wildlife. I believe I have the background knowledge to be able to assist in the open Upper Rum River Water Shed Management Organization role.

I would love to schedule some time to discuss my experience further and to ensure I would be a great fit for this position. I look forward to your call to discuss this opportunity further.

Sincerely,

Andrew Wood

CITY COUNCIL AGENDA REPORT

TO: Joe Kohlmann, City Administrator

FROM: Darcy Mulvihill, Finance Director

SUBJECT: Payment of Claims

DATE: 12-16-2021

OVERVIEW:
Attached are the bills received since the last council meeting. Total checks to be written are $213,374.35 plus any additional bills that are handed out at council meeting.

Other Payments to be approved:

Debt service payments –N/A

Direct Transfers from Previous Month-$342,732.19

Credit Card Payment-

Manual Checks- N/A

ACTION TO BE CONSIDERED:
Approved under consent agenda to allow the Finance Director to draft checks or ACH withdrawals for the attached bill list. Please note additional bills may be handed out at the council meeting.

BUDGET IMPLICATION:

City bills

Attachments:

12-20-2021 Packet List-$213,374.35

12-20-2021 ACH Direct Payments-$342,732.19

12-20-2021 Credit Card Payment-November-$19,051.96

CITY OF ST FRANCIS

*Claim Register©

AP 12-20-2021

December 2021

Claim Type

Claim# 12913 *ADAMS, ZACHERY*

Cash Payment	G 601-22200 Deferred Revenues	REFUND ACCT #4531	$454.36
Invoice 4531			

Transaction Date 12/16/2021 Due 12/16/2021 CASH 10100 **Total** $454.36

Claim Type

Claim# 12764 *ADVANCED AUTOMOTIVE CARE, I*

Cash Payment	E 601-49440-221 Vehicle Repair & Maintena	TIRES	$788.46
Invoice 59186			
Cash Payment	E 602-49490-221 Vehicle Repair & Maintena	TIRES	$788.45
Invoice 59186			

Transaction Date 12/8/2021 Due 12/8/2021 CASH 10100 **Total** $1,576.91

Claim Type

Claim# 12769 *AIRGAS NORTH CENTRAL*

Cash Payment	E 101-43100-217 Other Operating Supplies	RENT	$13.61
Invoice 9984323010			
Cash Payment	E 101-43210-217 Other Operating Supplies	RENT	$13.61
Invoice 9984323010			
Cash Payment	E 101-45200-217 Other Operating Supplies	RENT	$13.61
Invoice 9984323010			
Cash Payment	E 601-49440-217 Other Operating Supplies	RENT	$13.61
Invoice 9984323010			
Cash Payment	E 602-49490-217 Other Operating Supplies	RENT	$13.62
Invoice 9984323010			

Transaction Date 12/9/2021 Due 12/9/2021 CASH 10100 **Total** $68.06

Claim Type

Claim# 12765 *ALWAYS BRIGHT LIGHTS LTD*

Cash Payment	E 101-45200-311 Contract	HOLIDAY BANNERS/DÉCOR	$450.00
Invoice 934			

Transaction Date 12/8/2021 Due 12/8/2021 CASH 10100 **Total** $450.00

Claim Type

Claim# 12806 *ANDERSON, JAMES*

Cash Payment	G 803-22182 Anderson IUP-Agriculture Use	ESCROW REFUND	$852.50
Invoice .12132021			

Transaction Date 12/13/2021 Due 12/13/2021 CASH 10100 **Total** $852.50

Claim Type

Claim# 12783 *ARTISAN BEER COMPANY*

Cash Payment	E 609-49751-252 Beer For Resale	BEER	$289.10
Invoice 3509775			

Transaction Date 12/13/2021 Due 12/13/2021 CASH 10100 **Total** $289.10

Claim Type

Claim# 12939 *ASPEN MILLS*

Cash Payment	E 101-42110-437 Uniform Allowance	UNIFORMS-BARCK	$164.90
Invoice 285534			
Cash Payment	E 101-42110-437 Uniform Allowance	UNIFORMS-BARCK	$1,593.14
Invoice 285529			
Cash Payment	E 101-42110-437 Uniform Allowance	UNIFORMS-ALLEN	$244.60
Invoice 285539			

Transaction Date 12/16/2021 Due 12/16/2021 CASH 10100 **Total** $2,002.64

CITY OF ST FRANCIS

*Claim Register©

AP 12-20-2021

December 2021

Claim Type

Claim# 12912 *BENKLER, RON*

Cash Payment	G 601-22200 Deferred Revenues	REFUND ACCT #1615	$109.23
Invoice 1615			

Transaction Date 12/16/2021 Due 12/16/2021 CASH 10100 **Total** $109.23

Claim Type

Claim# 12782 *BREAKTHRU BEVERAGE*

Cash Payment	E 609-49751-206 Freight and Fuel Charges	FREIGHT	$33.35
Invoice 342147789			
Cash Payment	E 609-49751-251 Liquor For Resale	LIQUOR	$2,283.53
Invoice 342147789			
Cash Payment	E 609-49751-253 Wine For Resale	WINE	$118.70
Invoice 342147789			
Cash Payment	E 609-49751-255 N/A Products	N/A	$112.00
Invoice 342147789			

Transaction Date 12/13/2021 Due 12/13/2021 CASH 10100 **Total** $2,547.58

Claim Type

Claim# 12911 *BRONSTAD, JASON & SARAH*

Cash Payment	G 601-22200 Deferred Revenues	REFUND ACCT #2311	$487.03
Invoice 2311			

Transaction Date 12/16/2021 Due 12/16/2021 CASH 10100 **Total** $487.03

Claim Type

Claim# 12933 *CARPENTER, JETHRO*

Cash Payment	G 803-22000 Deposits	ESCROW REFUND-1562 237TH AVE	$3,800.00
Invoice			

Transaction Date 12/16/2021 Due 12/16/2021 CASH 10100 **Total** $3,800.00

Claim Type

Claim# 12821 *CEDAR CREEK BAKING COMPANY*

Cash Payment	E 101-42110-308 Community Education	CHRISTMAS COOKIES	$90.00
Invoice .12112021			

Transaction Date 12/14/2021 Due 12/14/2021 CASH 10100 **Total** $90.00

Claim Type

Claim# 12910 *CHASTANET, JEREMY & RONDILIE*

Cash Payment	G 601-22200 Deferred Revenues	REFUND ACCT #5754	$125.31
Invoice 5754			

Transaction Date 12/16/2021 Due 12/16/2021 CASH 10100 **Total** $125.31

Claim Type

Claim# 12814 *COON RAPIDS, CITY OF*

Cash Payment	E 101-43100-303 Engineering Fees	SEALCOATING 2021	$3,551.20
Invoice 13436			

Transaction Date 12/14/2021 Due 12/14/2021 CASH 10100 **Total** $3,551.20

Claim Type

Claim# 12815 *CRAWFORD EQUIPMENT*

Cash Payment	E 101-45200-415 Equipment Rentals	SKIDSTEER MOUNT-RENTAL	$330.00
Invoice 01-58532			

Transaction Date 12/14/2021 Due 12/14/2021 CASH 10100 **Total** $330.00

Claim Type

Claim# 12781 *CRYSTAL SPRINGS ICE*

*Claim Register©

AP 12-20-2021

December 2021

Cash Payment E 609-49751-254 Miscellaneous Merchandis MISC (ICE) $76.46
Invoice 2004986
Transaction Date 12/13/2021 Due 12/13/2021 CASH 10100 **Total** $76.46

Claim Type
Claim# 12779 *DAHLHEIMER DIST. CO. INC.*
Cash Payment E 609-49751-252 Beer For Resale BEER -$160.94
Invoice 1505440
Cash Payment E 609-49751-252 Beer For Resale BEER $16,980.29
Invoice 1505373
Transaction Date 12/13/2021 Due 12/13/2021 CASH 10100 **Total** $16,819.35

Claim Type
Claim# 12880 *DUSTY S DRAIN CLEANING*
Cash Payment E 601-49440-229 Project Repair & Maintena HYDRANT WORK $1,675.00
Invoice D21-148
Cash Payment E 602-49490-229 Project Repair & Maintena HYDRANT WORK $1,675.00
Invoice D21-148
Transaction Date 12/15/2021 Due 12/15/2021 CASH 10100 **Total** $3,350.00

Claim Type
Claim# 12882 *E.H. RENNER*
Cash Payment G 601-16400 Equipment & Machinery HSP REHAB/REPLACE $6,929.85
Invoice 6821
Transaction Date 12/15/2021 Due 12/15/2021 CASH 10100 **Total** $6,929.85

Claim Type
Claim# 12709 *ECM PUBLISHERS, INC.*
Cash Payment E 101-41400-351 Legal Notices Publishing DEC 6 PH-2022 PROPOSED BUDGET $48.38
Invoice 866186
Cash Payment E 101-41400-351 Legal Notices Publishing DEC 15 PH ZONING CODE AMEND $48.38
Invoice 866188
Cash Payment E 101-41400-351 Legal Notices Publishing DEC 15 PH RE-ZONE BRIDGE ST $48.38
Invoice 866187
Transaction Date 12/8/2021 Due 12/8/2021 CASH 10100 **Total** $145.14

Claim Type
Claim# 12909 *ELM CREEK BREWING CO.*
Cash Payment E 609-49751-252 Beer For Resale BEER $412.00
Invoice E-1581
Transaction Date 12/16/2021 Due 12/16/2021 CASH 10100 **Total** $412.00

Claim Type
Claim# 12816 *EMBEDDED SYSTEMS*
Cash Payment E 101-42110-311 Contract SIREN MAINTENANCE $830.25
Invoice 344316
Transaction Date 12/14/2021 Due 12/14/2021 CASH 10100 **Total** $830.25

Claim Type
Claim# 12920 *ENGSTROM, TIFFANY*
Cash Payment G 601-22200 Deferred Revenues REFUND ACCT #5874 $161.01
Invoice 5874
Transaction Date 12/16/2021 Due 12/16/2021 CASH 10100 **Total** $161.01

Claim Type
Claim# 12916 *FABIANO, JOSEPH*

CITY OF ST FRANCIS

*Claim Register©

AP 12-20-2021

December 2021

Cash Payment G 601-22200 Deferred Revenues REFUND ACCT #6327 $71.61
Invoice 6327
Transaction Date 12/16/2021 Due 12/16/2021 CASH 10100 **Total** $71.61

Claim Type
Claim# 12932 *FAIRBANKS, LIZ*
Cash Payment E 101-41910-110 Commission Pay PLANNING COMMISSION MEETINGS 2021 $225.00
Invoice
Transaction Date 12/16/2021 Due 12/16/2021 CASH 10100 **Total** $225.00

Claim Type
Claim# 12775 *FERRELLGAS*
Cash Payment E 101-45200-218 Equipment Repair & Maint 33LB CYLINDER $62.22
Invoice 1117245827
Transaction Date 12/13/2021 Due 12/13/2021 CASH 10100 **Total** $62.22

Claim Type
Claim# 12818 *FLAHERTYS HAPPY TYME CO*
Cash Payment E 609-49751-254 Miscellaneous Merchandis MISC-CANDY $125.95
Invoice 38624
Transaction Date 12/14/2021 Due 12/14/2021 CASH 10100 **Total** $125.95

Claim Type
Claim# 12931 *GARDNER, TODD*
Cash Payment E 101-41910-110 Commission Pay PLANNING COMMISSION MEETINGS 2021 $180.00
Invoice
Transaction Date 12/16/2021 Due 12/16/2021 CASH 10100 **Total** $180.00

Claim Type
Claim# 12784 *GRANITE CITY JOBBING CO.*
Cash Payment E 609-49750-210 Operating Supplies SUPPLIES $195.84
Invoice 259770
Transaction Date 12/13/2021 Due 12/13/2021 CASH 10100 **Total** $195.84

Claim Type
Claim# 12929 *HACH COMPANY*
Cash Payment E 601-49440-235 Lab Supplies SENSOR REPLACEMENT $601.95
Invoice 12764974
Transaction Date 12/16/2021 Due 12/16/2021 CASH 10100 **Total** $601.95

Claim Type
Claim# 12714 *HAKANSON ANDERSON ASSOC., I*
Cash Payment E 405-43100-806 2021 Street Improvements 2021 STREET REHAB $763.00
Invoice 47352
Cash Payment E 101-41910-303 Engineering Fees UPDATE SURVEY-VILLAGE OF ST FRANCIS $3,337.50
Invoice 47341
Cash Payment G 803-22181 Sonsteby (SF Auto)-CUP ST FRANCIS AUTO PARTS $986.00
Invoice 47349
Cash Payment G 803-22189 Meadows 2nd Sub/4th Add MEADOWS 4TH ADDITION $103.00
Invoice 47350
Cash Payment G 803-22178 Green Valley Subdivision GREEN VALLEY PRESERVE $1,901.52
Invoice 47348
Cash Payment G 803-22043 Esc-Laketown (Rivers Edge) RIVERS EDGE 5TH ADD $2,150.64
Invoice 47347
Cash Payment G 803-22043 Esc-Laketown (Rivers Edge) RIVERS EDGE 3RD ADD $379.20
Invoice 47344

CITY OF ST FRANCIS

*Claim Register©

AP 12-20-2021

December 2021

Cash Payment E 405-43100-805 2020 Street Improvements 2020 STREET RECONSTRUCTION $460.50
Invoice 47351

Cash Payment G 803-22043 Esc-Laketown (Rivers Edge) RIVERS EDGE 4TH ADD $468.40
Invoice 47346

Cash Payment E 101-41910-303 Engineering Fees SF905-2021 ROUTINE RETAINER $133.28
Invoice 47353

Cash Payment E 101-43100-303 Engineering Fees SF905-2021 ROUTINE RETAINER $133.28
Invoice 47353

Cash Payment E 101-45200-303 Engineering Fees SF905-2021 ROUTINE RETAINER $133.36
Invoice 47353

Cash Payment E 601-49440-303 Engineering Fees SF905-2021 ROUTINE RETAINER $133.36
Invoice 47353

Cash Payment E 602-49490-303 Engineering Fees SF905-2021 ROUTINE RETAINER $133.36
Invoice 47353

Cash Payment E 603-49490-303 Engineering Fees SF905-2021 ROUTINE RETAINER $133.36
Invoice 47353

Transaction Date 12/8/2021 Due 12/8/2021 CASH 10100 **Total** $11,349.76

Claim Type

Claim# 12928 *HARRIS ST PAUL, INC*

Cash Payment E 609-49750-401 Repairs/Maint Buildings LIQUOR STORE CALL-CANCELLED $142.00
Invoice 507029526

Transaction Date 12/16/2021 Due 12/16/2021 CASH 10100 **Total** $142.00

Claim Type

Claim# 12878 *HOISINGTON KOEGLER GROUP, I*

Cash Payment E 101-41910-311 Contract GENERAL PLANNING $2,665.00
Invoice 018-041-39

Cash Payment E 101-41910-311 Contract GENERAL PLANNING $2,469.84
Invoice 018-041-38

Cash Payment E 101-43100-311 Contract PUBLIC WORKS (SIWEK PARK) $3,840.00
Invoice 018-041-39

Cash Payment E 101-43100-311 Contract PUBLIC WORKS (SIWEK PARK) $1,440.00
Invoice 018-041-38

Cash Payment E 225-45100-441 Miscellaneous PARK PLAN $5,165.00
Invoice 018-041-38

Cash Payment E 225-45100-441 Miscellaneous PARK PLAN $7,235.00
Invoice 018-041-39

Cash Payment E 101-41910-318 Economic Development ECONOMIC DEVEL-BRIDGE DESIGN $2,487.50
Invoice 018-041-38

Cash Payment G 803-22178 Green Valley Subdivision GREEN VALLEY 2ND SUBDIVISION $472.50
Invoice 018-041-39

Cash Payment G 803-22189 Meadows 2nd Sub/4th Add MEADOWS 2ND-4TH $545.40
Invoice 018-041-39

Cash Payment G 803-22178 Green Valley Subdivision GREEN VALLEY 2ND SUBDIVISION $2,211.98
Invoice 018-041-38

Cash Payment G 803-22189 Meadows 2nd Sub/4th Add MEADOWS-2ND-4TH $920.20
Invoice 018-041-38

Transaction Date 12/15/2021 Due 12/15/2021 CASH 10100 **Total** $29,452.42

Claim Type

Claim# 12915 *HOSTETLER, PAUL*

Cash Payment G 601-22200 Deferred Revenues REFUND ACCT #4736 $132.45
Invoice 4736

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Transaction Date 12/16/2021 Due 12/16/2021 CASH 10100 **Total** $132.45

Claim Type

Claim# 12930 *HUMMAN, DEBORAH*

Cash Payment	E 101-41910-110 Commission Pay	PLANNING COMMISSION MEETINGS 2021	$140.00
Invoice			

Transaction Date 12/16/2021 Due 12/16/2021 CASH 10100 **Total** $140.00

Claim Type

Claim# 12819 *INNOVATIVE OFFICE SOLUTIONS,*

Cash Payment	E 101-42110-200 Office Supplies	CLEANING SUPPLIES	$69.83
Invoice IN3575969			
Cash Payment	E 601-49440-217 Other Operating Supplies	OFFICE SUPPLIES	$30.36
Invoice IN3574625			
Cash Payment	E 101-42110-200 Office Supplies	OFFICE SUPPLIES	$225.82
Invoice IN3575967			
Cash Payment	E 101-41400-200 Office Supplies	OFFICE SUPPLIES	$175.01
Invoice IN3576879			

Transaction Date 12/14/2021 Due 12/14/2021 CASH 10100 **Total** $501.02

Claim Type

Claim# 12788 *JOHNSON BROS WHLSE LIQUOR*

Cash Payment	E 609-49751-252 Beer For Resale	BEER	$210.00
Invoice 1943965			
Cash Payment	E 609-49751-206 Freight and Fuel Charges	FREIGHT	$31.38
Invoice 1949127			
Cash Payment	E 609-49751-206 Freight and Fuel Charges	FREIGHT	$15.70
Invoice 1943966			
Cash Payment	E 609-49751-206 Freight and Fuel Charges	FREIGHT	$154.28
Invoice 1943963			
Cash Payment	E 609-49751-206 Freight and Fuel Charges	FREIGHT	$26.70
Invoice 1943964			
Cash Payment	E 609-49751-206 Freight and Fuel Charges	FREIGHT	$121.48
Invoice 1949126			
Cash Payment	E 609-49751-254 Miscellaneous Merchandis	MISC	$370.00
Invoice 1943966			
Cash Payment	E 609-49751-251 Liquor For Resale	LIQUOR	$7,085.49
Invoice 1949126			
Cash Payment	E 609-49751-251 Liquor For Resale	LIQUOR	$10,036.39
Invoice 1943963			
Cash Payment	E 609-49751-253 Wine For Resale	WINE	$818.97
Invoice 1943964			
Cash Payment	E 609-49751-253 Wine For Resale	WINE	$965.55
Invoice 1949127			

Transaction Date 12/13/2021 Due 12/13/2021 CASH 10100 **Total** $19,835.94

Claim Type

Claim# 12934 *KELLY, TARA*

Cash Payment	E 101-41910-110 Commission Pay	PLANNING COMMISSION MEETINGS 2021	$160.00
Invoice			

Transaction Date 12/16/2021 Due 12/16/2021 CASH 10100 **Total** $160.00

Claim Type

Claim# 12937 *KOLLODGE, JOE*

Cash Payment E 101-41910-110 Commission Pay PLANNING COMMISSION MEETINGS 2021 $20.00
Invoice

Transaction Date 12/16/2021 Due 12/16/2021 CASH 10100 **Total** $20.00

Claim Type

Claim# 12914 *KOSKINEN, DANIEL*

Cash Payment G 601-22200 Deferred Revenues REFUND ACCT #1318 $91.19
Invoice 1318

Transaction Date 12/16/2021 Due 12/16/2021 CASH 10100 **Total** $91.19

Claim Type

Claim# 12811 *KUBACKI, MARALYN*

Cash Payment E 101-41910-110 Commission Pay MEETINGS $80.00
Invoice .121121

Transaction Date 12/13/2021 Due 12/13/2021 CASH 10100 **Total** $80.00

Claim Type

Claim# 12936 *LAUERMANN, ALAN*

Cash Payment E 101-41910-110 Commission Pay PLANNING COMMISSION MEETINGS 2021 $80.00
Invoice

Transaction Date 12/16/2021 Due 12/16/2021 CASH 10100 **Total** $80.00

Claim Type

Claim# 12777 *LMC INSURANCE TRUST*

Cash Payment E 101-43100-160 Work Comp Insurance WC AUDIT ADJUSTMENT $3,668.00
Invoice .120921

Cash Payment E 101-41400-160 Work Comp Insurance WORK COMP $344.26
Invoice .12132021

Cash Payment E 101-41500-160 Work Comp Insurance WORK COMP $238.84
Invoice .12132021

Cash Payment E 101-43100-160 Work Comp Insurance WORK COMP $3,252.33
Invoice .12132021

Cash Payment E 101-42210-160 Work Comp Insurance WORK COMP $4,271.50
Invoice .12132021

Cash Payment E 101-42110-160 Work Comp Insurance WORK COMP $11,689.13
Invoice .12132021

Cash Payment E 101-45200-160 Work Comp Insurance WORK COMP $1,167.97
Invoice .12132021

Cash Payment E 101-43210-160 Work Comp Insurance WORK COMP $254.09
Invoice .12132021

Cash Payment E 601-49440-160 Work Comp Insurance WORK COMP $1,206.32
Invoice .12132021

Cash Payment E 602-49490-160 Work Comp Insurance WORK COMP $1,445.89
Invoice .12132021

Cash Payment E 609-49750-160 Work Comp Insurance WORK COMP $1,659.26
Invoice .12132021

Cash Payment E 101-42400-160 Work Comp Insurance WORK COMP $95.36
Invoice .12132021

Cash Payment E 101-41910-160 Work Comp Insurance WORK COMP $192.05
Invoice .12132021

Transaction Date 12/13/2021 Due 12/13/2021 CASH 10100 **Total** $29,485.00

Claim Type

Claim# 12712 *LUBE-TECH*

Cash Payment E 602-49490-228 Equipment Maintenance PARTS $159.21
Invoice 2779953

Transaction Date 12/8/2021 Due 12/8/2021 CASH 10100 **Total** $159.21

Claim Type

Claim# 12804 *MCDONALD DIST CO.*

Cash Payment E 609-49751-252 Beer For Resale BEER -$37.20
Invoice 4870038

Cash Payment E 609-49751-253 Wine For Resale WINE $392.00
Invoice 609661

Cash Payment E 609-49751-251 Liquor For Resale LIQUOR $372.00
Invoice 609660

Cash Payment E 609-49751-252 Beer For Resale BEER -$985.38
Invoice 609739

Cash Payment E 609-49751-252 Beer For Resale BEER $15,199.15
Invoice 609661

Cash Payment E 609-49751-255 N/A Products N/A $221.04
Invoice 609661

Transaction Date 12/13/2021 Due 12/13/2021 CASH 10100 **Total** $15,161.61

Claim Type

Claim# 12881 *MCDOWALL COMPANY, INC*

Cash Payment G 601-16200 Buildings ROOF REPLACEMENT- WELL HOUSE $20,680.00
Invoice 17192

Transaction Date 12/15/2021 Due 12/15/2021 CASH 10100 **Total** $20,680.00

Claim Type

Claim# 12877 *METRO WEST INSPECTIONS SER*

Cash Payment E 101-42400-311 Contract FINALED PERMITS/SEPTIC 2021 $4,199.99
Invoice 3099

Transaction Date 12/15/2021 Due 12/15/2021 CASH 10100 **Total** $4,199.99

Claim Type

Claim# 12919 *MILLER, BOBBY*

Cash Payment G 601-22200 Deferred Revenues REFUND ACCT #4223 $66.86
Invoice 4223

Transaction Date 12/16/2021 Due 12/16/2021 CASH 10100 **Total** $66.86

Claim Type

Claim# 12774 *MUNICIPAL CODE CORPORATION*

Cash Payment E 101-41400-311 Contract MUNICODE 12/1/21-11/30/22 $1,195.00
Invoice 00367692

Transaction Date 12/9/2021 Due 12/9/2021 CASH 10100 **Total** $1,195.00

Claim Type

Claim# 12918 *NICHOLAS, BRANDON*

Cash Payment G 601-22200 Deferred Revenues REFUND ACCT #5008 $147.10
Invoice 5008

Transaction Date 12/16/2021 Due 12/16/2021 CASH 10100 **Total** $147.10

Claim Type

Claim# 12767 *PACE ANALYTICAL SERVICES*

Cash Payment E 601-49440-313 Sample Testing POTABLE WATER $82.50
Invoice 21100358264

Cash Payment E 602-49490-313 Sample Testing WASTEWATER $134.00
Invoice 21100358240

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Cash Payment	E 602-49490-313 Sample Testing	WASTEWATER		$164.00
Invoice 21100358164				
Cash Payment	E 602-49490-313 Sample Testing	WASTEWATER-CREDIT		-$294.00
Invoice CR21100355564				
Cash Payment	E 602-49490-313 Sample Testing	WASTEWATER		$164.00
Invoice 21100358358				
Cash Payment	E 602-49490-313 Sample Testing	WASTEWATER		$134.00
Invoice 21100358989				
Transaction Date 12/9/2021	Due 12/9/2021	CASH	10100	**Total** $384.50

Claim Type

Claim# 12797 *PAUSTIS WINE COMPANY*

Cash Payment	E 609-49751-206 Freight and Fuel Charges	FREIGHT		$16.25
Invoice 148683				
Cash Payment	E 609-49751-253 Wine For Resale	WINE		$938.00
Invoice 148683				
Cash Payment	E 609-49751-255 N/A Products	N/A		$384.00
Invoice 148683				
Transaction Date 12/13/2021	Due 12/13/2021	CASH	10100	**Total** $1,338.25

Claim Type

Claim# 12925 *PAVEK, DUSTIN*

Cash Payment	E 101-41910-110 Commission Pay	PLANNING COMMISSION MEETINGS-2021		$180.00
Invoice				
Transaction Date 12/16/2021	Due 12/16/2021	CASH	10100	**Total** $180.00

Claim Type

Claim# 12810 *PAVELICH-BECK, BRENDA*

Cash Payment	E 101-41910-110 Commission Pay	MEETINGS		$80.00
Invoice .121321				
Transaction Date 12/13/2021	Due 12/13/2021	CASH	10100	**Total** $80.00

Claim Type

Claim# 12793 *PHILLIPS WINE & SPIRITS CO.*

Cash Payment	E 609-49751-206 Freight and Fuel Charges	FREIGHT	$40.68
Invoice 6316816			
Cash Payment	E 609-49751-206 Freight and Fuel Charges	FREIGHT	$3.14
Invoice 6316818			
Cash Payment	E 609-49751-206 Freight and Fuel Charges	FREIGHT	$112.44
Invoice 6313036			
Cash Payment	E 609-49751-206 Freight and Fuel Charges	FREIGHT	$10.98
Invoice 6316817			
Cash Payment	E 609-49751-206 Freight and Fuel Charges	FREIGHT	$18.84
Invoice 6313038			
Cash Payment	E 609-49751-206 Freight and Fuel Charges	FREIGHT	$69.07
Invoice 6313037			
Cash Payment	E 609-49751-253 Wine For Resale	WINE	$268.50
Invoice 6316817			
Cash Payment	E 609-49751-254 Miscellaneous Merchandis	MISC	$448.00
Invoice 6313038			
Cash Payment	E 609-49751-251 Liquor For Resale	LIQUOR	$5,486.49
Invoice 6316816			
Cash Payment	E 609-49751-251 Liquor For Resale	LIQUOR	$7,534.10
Invoice 6313036			

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Cash Payment E 609-49751-253 Wine For Resale WINE $2,897.25
Invoice 6313037

Transaction Date 12/13/2021 Due 12/13/2021 CASH 10100 **Total** $16,889.49

Claim Type

Claim# 12801 *QUILL CORPORATION*

Cash Payment E 609-49750-240 Office Equip OFFICE EQUIPMENT $515.95
Invoice 21248650

Cash Payment E 609-49750-210 Operating Supplies SUPPLIES $19.59
Invoice 21260958

Transaction Date 12/13/2021 Due 12/13/2021 CASH 10100 **Total** $535.54

Claim Type

Claim# 12923 *RHODES, TRENNY*

Cash Payment G 601-22200 Deferred Revenues REFUND ACCT #1757 $175.97
Invoice 1757

Transaction Date 12/16/2021 Due 12/16/2021 CASH 10100 **Total** $175.97

Claim Type

Claim# 12809 *RODGER, MICHAEL*

Cash Payment E 101-41910-110 Commission Pay MEETINGS $60.00
Invoice .12122021

Transaction Date 12/13/2021 Due 12/13/2021 CASH 10100 **Total** $60.00

Claim Type

Claim# 12883 *ROYAL SUPPLY*

Cash Payment E 101-41940-210 Operating Supplies SUPPLIES $238.00
Invoice 2818

Cash Payment E 101-42110-217 Other Operating Supplies SUPPLIES $119.00
Invoice 2818

Cash Payment E 101-43100-217 Other Operating Supplies SUPPLIES $59.50
Invoice 2818

Cash Payment E 101-45200-217 Other Operating Supplies SUPPLIES $59.50
Invoice 2818

Cash Payment E 601-49440-217 Other Operating Supplies SUPPLIES $59.50
Invoice 2818

Cash Payment E 602-49490-217 Other Operating Supplies SUPPLIES $59.50
Invoice 2818

Cash Payment E 101-41940-210 Operating Supplies SUPPLIES $165.84
Invoice 2789

Cash Payment E 101-42110-217 Other Operating Supplies SUPPLIES $82.92
Invoice 2789

Cash Payment E 101-43100-217 Other Operating Supplies SUPPLIES $41.46
Invoice 2789

Cash Payment E 101-45200-217 Other Operating Supplies SUPPLIES $41.46
Invoice 2789

Cash Payment E 601-49440-217 Other Operating Supplies SUPPLIES $41.46
Invoice 2789

Cash Payment E 602-49490-217 Other Operating Supplies SUPPLIES $41.46
Invoice 2789

Transaction Date 12/15/2021 Due 12/15/2021 CASH 10100 **Total** $1,009.60

Claim Type

Claim# 12922 *SCOTT, ALEXANDRA*

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Cash Payment G 601-22200 Deferred Revenues REFUND ACCT #6338 $179.56
Invoice 6338
Transaction Date 12/16/2021 Due 12/16/2021 CASH 10100 **Total** $179.56

Claim Type
Claim# 12935 *SIEVERT, COLLEEN*
Cash Payment E 101-41910-110 Commission Pay PLANNING COMMISSION MEETINGS 2021 $160.00
Invoice
Transaction Date 12/16/2021 Due 12/16/2021 CASH 10100 **Total** $160.00

Claim Type
Claim# 12772 *SKOGQUIST, ERIK*
Cash Payment E 101-41550-311 Contract 2021 4TH QUARTER $4,843.34
Invoice .120921
Transaction Date 12/9/2021 Due 12/9/2021 CASH 10100 **Total** $4,843.34

Claim Type
Claim# 12799 *SOUTHERN GLAZERS OF MN*
Cash Payment E 609-49751-206 Freight and Fuel Charges FREIGHT $2.77
Invoice 2155176
Cash Payment E 609-49751-206 Freight and Fuel Charges FREIGHT $6.40
Invoice 2155175
Cash Payment E 609-49751-253 Wine For Resale WINE $176.00
Invoice 2155176
Cash Payment E 609-49751-251 Liquor For Resale LIQUOR $592.00
Invoice 2155175
Transaction Date 12/13/2021 Due 12/13/2021 CASH 10100 **Total** $777.17

Claim Type
Claim# 12723 *ST. FRANCIS AREA SCHOOLS*
Cash Payment E 101-42110-221 Vehicle Repair & Maintena CAR 118 MAINTENANCE $77.59
Invoice 8129
Transaction Date 12/8/2021 CASH 10100 **Total** $77.59

Claim Type
Claim# 12770 *STANLEY ACCESS TECH LLC*
Cash Payment E 609-49750-401 Repairs/Maint Buildings DOOR REPAIR $385.00
Invoice 0906398002
Transaction Date 12/9/2021 Due 12/9/2021 CASH 10100 **Total** $385.00

Claim Type
Claim# 12921 *WEEDEN, JENNIFER & ROBERT*
Cash Payment G 601-22200 Deferred Revenues REFUND ACCT #1656 $172.54
Invoice 1656
Transaction Date 12/16/2021 Due 12/16/2021 CASH 10100 **Total** $172.54

Claim Type
Claim# 12817 *WELLINGTON SECURITY SYSTEM*
Cash Payment E 101-41940-445 Security FINAL CITY HALL SECURITY SYSTEM $22.82
Invoice 166946
Transaction Date 12/14/2021 Due 12/14/2021 CASH 10100 **Total** $22.82

Claim Type
Claim# 12771 *WELLS, MARY*
Cash Payment E 101-41550-311 Contract 2021 4TH QUARTER $4,843.34
Invoice .12092021

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Transaction Date	12/9/2021	Due 12/9/2021	CASH	10100	**Total**	$4,843.34

Claim Type

Claim# 12798 *WINE MERCHANTS*

Cash Payment	E 609-49751-206 Freight and Fuel Charges	FREIGHT	$34.54
Invoice 7359383			
Cash Payment	E 609-49751-253 Wine For Resale	WINE	$1,200.00
Invoice 7359383			

Transaction Date	12/13/2021	Due 12/13/2021	CASH	10100	**Total**	$1,234.54

Claim Type

Claim# 12924 *ZUTZ, GREG*

Cash Payment	E 101-41910-110 Commission Pay	PLANNING COMMISSION MEETINGS-2021	$25.00
Invoice .121621			

Transaction Date	12/16/2021	Due 12/16/2021	CASH	10100	**Total**	$25.00

Pre-Written Checks	$0.00
Checks to be Generated by the Compute	$213,374.35
Total	$213,374.35

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Payments

Current Period: November 2021

Payments Batch P-WIRE 11-2021 $342,732.19

Refer	12728 *ACE SOLID WASTE, INC.*	Ck# 001143E 11/30/2021		
Cash Payment	E 101-43210-384 Refuse/Garbage Disposa	GARBAGE		$66.84
Invoice				
Cash Payment	E 101-42210-384 Refuse/Garbage Disposa	GARBAGE		$69.91
Invoice				
Cash Payment	E 609-49750-384 Refuse/Garbage Disposa	GARBAGE		$233.08
Invoice				
Cash Payment	E 601-49440-384 Refuse/Garbage Disposa	GARBAGE		$93.46
Invoice				
Cash Payment	E 602-49490-384 Refuse/Garbage Disposa	GARBAGE		$93.45
Invoice				
Cash Payment	E 101-43100-384 Refuse/Garbage Disposa	GARBAGE		$52.92
Invoice				
Cash Payment	E 101-45200-384 Refuse/Garbage Disposa	GARBAGE		$52.93
Invoice				
Cash Payment	E 601-49440-384 Refuse/Garbage Disposa	GARBAGE		$52.93
Invoice				
Cash Payment	E 602-49490-384 Refuse/Garbage Disposa	GARBAGE		$52.93
Invoice				
Cash Payment	E 101-42110-384 Refuse/Garbage Disposa	GARBAGE		$211.71
Invoice				
Cash Payment	E 101-43100-384 Refuse/Garbage Disposa	GARBAGE		$64.92
Invoice				
Cash Payment	E 101-45200-384 Refuse/Garbage Disposa	GARBAGE		$64.92
Invoice				
Transaction Date	11/30/2021	CASH	10100 **Total**	$1,110.00
Refer	12730 *ANOKA COUNTY*	Ck# 001145E 11/30/2021		
Cash Payment	E 101-41910-318 Economic Development	TAXES ON 32-34-24-12-0061		$312.30
Invoice				
Transaction Date	11/30/2021	CASH	10100 **Total**	$312.30
Refer	12725 *CAYAN*	Ck# 001140E 11/30/2021		
Cash Payment	E 609-49751-207 Credit Card Expenditures	LIQUOR CC FEES		$3,469.20
Invoice				
Transaction Date	11/30/2021	CASH	10100 **Total**	$3,469.20
Refer	12749 *CAYAN*	Ck# 001164E 11/30/2021		
Cash Payment	E 609-49751-207 Credit Card Expenditures	LIQUOR CC FEES		$42.74
Invoice				
Transaction Date	11/30/2021	CASH	10100 **Total**	$42.74
Refer	12750 *CAYAN*	Ck# 001165E 11/30/2021		
Cash Payment	E 609-49751-207 Credit Card Expenditures	LIQUOR CC FEES		$5.05
Invoice				
Transaction Date	11/30/2021	CASH	10100 **Total**	$5.05
Refer	12762 *CENTERPOINT ENERGY*	Ck# 001177E 11/30/2021		
Cash Payment	E 609-49750-383 Gas Utilities	LIQUOR		$122.14
Invoice				
Cash Payment	E 101-42210-383 Gas Utilities	FIRE		$629.28
Invoice				

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Payments

Current Period: November 2021

Cash Payment	E 101-42210-383 Gas Utilities	FIRE GENERATOR	$21.70
Invoice			
Cash Payment	E 602-49490-383 Gas Utilities	WWTP	$15.00
Invoice			
Cash Payment	E 601-49440-383 Gas Utilities	PUBLIC WORKS (4020 ST FRANCIS)	$26.83
Invoice			
Cash Payment	E 602-49490-383 Gas Utilities	PUBLIC WORKS (4020 ST FRANCIS)	$26.83
Invoice			
Cash Payment	E 101-41940-383 Gas Utilities	CITY HALL #1	$47.67
Invoice			
Cash Payment	E 101-41940-383 Gas Utilities	CITY HALL #2	$21.33
Invoice			
Cash Payment	E 101-41940-383 Gas Utilities	CITY HALL #3	$17.12
Invoice			
Cash Payment	E 101-41940-383 Gas Utilities	CITY HALL #4	$29.63
Invoice			
Cash Payment	E 101-45200-383 Gas Utilities	WARMING HOUSE	$108.05
Invoice			
Cash Payment	E 602-49490-383 Gas Utilities	LIFT (23699 AMBASSADOR)	$21.33
Invoice			
Cash Payment	E 601-49440-383 Gas Utilities	WATER PLANT	$820.05
Invoice			
Cash Payment	E 601-49440-383 Gas Utilities	3911 233RD AVENUE	$23.30
Invoice			
Cash Payment	E 602-49490-383 Gas Utilities	WWTP	$897.89
Invoice			
Cash Payment	E 101-42110-383 Gas Utilities	POLICE/PW	$478.72
Invoice			
Cash Payment	E 101-43100-383 Gas Utilities	POLICE/PW	$119.68
Invoice			
Cash Payment	E 101-45200-383 Gas Utilities	POLICE/PW	$119.68
Invoice			
Cash Payment	E 601-49440-383 Gas Utilities	POLICE/PW	$119.68
Invoice			
Cash Payment	E 602-49490-383 Gas Utilities	POLICE/PW	$119.67
Invoice			
Transaction Date 11/30/2021		CASH 10100 **Total**	$3,785.58

Refer 12731 *CINTAS* Ck# 001146E 11/30/2021

Cash Payment	E 601-49440-311 Contract	WATER PLANT RUGS	$23.04
Invoice 4098467379			
Cash Payment	E 101-41940-219 Rug Maintenance	CITY HALL RUGS	$15.36
Invoice 409978924			
Cash Payment	E 601-49440-417 Uniform Clothing & PPE	UNIFORMS	$4.66
Invoice 4097758276			
Cash Payment	E 602-49490-417 Uniform Clothing & PPE	UNIFORMS	$4.65
Invoice 4097758276			
Cash Payment	E 601-49440-417 Uniform Clothing & PPE	UNIFORMS	$4.66
Invoice 4098467555			
Cash Payment	E 602-49490-417 Uniform Clothing & PPE	UNIFORMS	$4.65
Invoice 4098467555			
Cash Payment	E 101-45200-402 Janitorial Service	RUGS & SUPPLIES	$6.01
Invoice 4099090331			

Payments

Current Period: November 2021

Cash Payment	E 101-43100-402 Janitorial Service	RUGS & SUPPLIES			$6.01
Invoice 4099090331					
Cash Payment	E 601-49440-402 Janitorial Service	RUGS & SUPPLIES			$6.01
Invoice 4099090331					
Cash Payment	E 602-49490-402 Janitorial Service	RUGS & SUPPLIES			$6.01
Invoice 4099090331					
Cash Payment	E 101-42110-402 Janitorial Service	RUGS & SUPPLIES			$24.04
Invoice 4099090331					
Cash Payment	E 601-49440-417 Uniform Clothing & PPE	UNIFORMS			$4.66
Invoice 4099090369					
Cash Payment	E 602-49490-417 Uniform Clothing & PPE	UNIFORMS			$4.65
Invoice 4099090369					
Cash Payment	E 601-49440-417 Uniform Clothing & PPE	UNIFORMS			$4.66
Invoice 4099789248					
Cash Payment	E 602-49490-417 Uniform Clothing & PPE	UNIFORMS			$4.65
Invoice 4099789248					
Transaction Date	11/30/2021	CASH	10100	**Total**	$123.72
Refer	12732 *COLONIAL INSURANCE*	Ck# 001147E 11/30/2021			
Cash Payment	G 101-21712 Colonial Insurance	PREMIUM			$323.20
Invoice					
Transaction Date	11/30/2021	CASH	10100	**Total**	$323.20
Refer	12763 *CONNEXUS ENERGY*	Ck# 001178E 11/30/2021			
Cash Payment	E 101-41940-381 Electric Utilities	SIGN			$77.55
Invoice					
Cash Payment	E 101-41940-381 Electric Utilities	CITY HALL			$296.73
Invoice					
Cash Payment	E 602-49490-381 Electric Utilities	LIFT STATIONS			$925.31
Invoice					
Cash Payment	E 101-45200-381 Electric Utilities	PARKS			$259.03
Invoice					
Cash Payment	E 601-49440-380 Electric-System	WATER			$4,885.32
Invoice					
Cash Payment	E 101-43100-386 Street Lighting	STREET LIGHTS			$2,628.78
Invoice					
Cash Payment	E 602-49490-381 Electric Utilities	WWTP			$8,817.78
Invoice					
Cash Payment	E 609-49750-381 Electric Utilities	LIQUOR STORE			$426.81
Invoice					
Cash Payment	E 101-42110-381 Electric Utilities	SIREN			$5.00
Invoice					
Cash Payment	E 101-42110-381 Electric Utilities	SIREN			$5.00
Invoice					
Cash Payment	E 101-42210-381 Electric Utilities	SIREN			$5.00
Invoice					
Cash Payment	E 101-42210-381 Electric Utilities	FIRE			$437.31
Invoice					
Cash Payment	E 101-43100-381 Electric Utilities	POLICE/PW			$200.55
Invoice					
Cash Payment	E 101-45200-381 Electric Utilities	POLICE/PW			$200.55
Invoice					
Cash Payment	E 601-49440-381 Electric Utilities	POLICE/PW			$200.55
Invoice					

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Cash Payment	E 602-49490-381 Electric Utilities	POLICE/PW			$200.56
Invoice					
Cash Payment	E 101-42110-381 Electric Utilities	POLICE/PW			$802.21
Invoice					
Transaction Date	11/30/2021	CASH	10100	**Total**	$20,374.04
Refer	12733 *DELTA DENTAL*	Ck# 001148E 11/30/2021			
Cash Payment	G 101-21711 Dental Insurance	PREMIUM			$1,451.25
Invoice					
Transaction Date	11/30/2021	CASH	10100	**Total**	$1,451.25
Refer	12726 *DRIVER & VEHICLE SERVICES*	Ck# 001141E 11/30/2021			
Cash Payment	E 101-42210-221 Vehicle Repair & Mainten	FIRE VEHICLE			$263.25
Invoice					
Transaction Date	11/30/2021	CASH	10100	**Total**	$263.25
Refer	12734 *FLYTE HCM LLC*	Ck# 001149E 11/30/2021			
Cash Payment	E 101-41540-301 Auditing and Acct g Servi	Mthly Fee			$150.00
Invoice					
Transaction Date	11/30/2021	CASH	10100	**Total**	$150.00
Refer	12747 *FLYTE HCM LLC*	Ck# 001162E 11/30/2021			
Cash Payment	G 101-21706 Flex Account	FLEX REIMBURSEMENT			$477.69
Invoice					
Transaction Date	11/30/2021	CASH	10100	**Total**	$477.69
Refer	12759 *FLYTE HCM LLC*	Ck# 001174E 11/30/2021			
Cash Payment	G 101-21706 Flex Account	FLEX REIMBURSEMENT			$81.67
Invoice					
Transaction Date	11/30/2021	CASH	10100	**Total**	$81.67
Refer	12735 *FWT*	Ck# 001150E 11/30/2021			
Cash Payment	G 101-21703 FICA Tax Withholding	PAYROLL 11-11-2021			$8,547.56
Invoice					
Cash Payment	G 101-21709 Medicare	PAYROLL 11-11-2021			$3,189.94
Invoice					
Cash Payment	G 101-21701 Federal Withholding	PAYROLL 11-11-2021			$11,471.45
Invoice					
Transaction Date	11/30/2021	CASH	10100	**Total**	$23,208.95
Refer	12742 *FWT*	Ck# 001157E 11/30/2021			
Cash Payment	G 101-21703 FICA Tax Withholding	PAYROLL 11-16-2021			$1,314.88
Invoice					
Cash Payment	G 101-21709 Medicare	PAYROLL 11-16-2021			$361.44
Invoice					
Cash Payment	G 101-21701 Federal Withholding	PAYROLL 11-16-2021			$139.66
Invoice					
Transaction Date	11/30/2021	CASH	10100	**Total**	$1,815.98
Refer	12752 *FWT*	Ck# 001167E 11/30/2021			
Cash Payment	G 101-21703 FICA Tax Withholding	PAYROLL 11-25-2021			$8,883.36
Invoice					
Cash Payment	G 101-21709 Medicare	PAYROLL 11-25-2021			$3,266.54
Invoice					
Cash Payment	G 101-21701 Federal Withholding	PAYROLL 11-25-2021			$11,797.47
Invoice					

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Transaction Date	11/30/2021	CASH	10100	**Total**	$23,947.37
Refer	12724 *HEALTH PARTNERS*	Ck# 001139E 11/30/2021			
Cash Payment	G 101-21708 Health Premium	NOVEMBER INSURANCE			$30,563.62
Invoice					
Transaction Date	11/30/2021	CASH	10100	**Total**	$30,563.62
Refer	12741 *HSA CONTRIBUTION*	Ck# 001156E 11/30/2021			
Cash Payment	G 101-21714 Health Care Savings	PAYROLL 11-11-2021			$492.00
Invoice					
Transaction Date	11/30/2021	CASH	10100	**Total**	$492.00
Refer	12758 *HSA CONTRIBUTION*	Ck# 001173E 11/30/2021			
Cash Payment	G 101-21714 Health Care Savings	PAYROLL 11-25-2021			$492.00
Invoice					
Transaction Date	11/30/2021	CASH	10100	**Total**	$492.00
Refer	12738 *ICMA*	Ck# 001153E 11/30/2021			
Cash Payment	G 101-21710 Deferred Comp	PAYROLL 11-11-2021			$285.00
Invoice					
Transaction Date	11/30/2021	CASH	10100	**Total**	$285.00
Refer	12755 *ICMA*	Ck# 001170E 11/30/2021			
Cash Payment	G 101-21710 Deferred Comp	PAYROLL 11-25-2021			$285.00
Invoice					
Transaction Date	11/30/2021	CASH	10100	**Total**	$285.00
Refer	12751 *MN DEPT OF REVENUE*	Ck# 001166E 11/30/2021			
Cash Payment	G 609-20810 Sales Tax Payable	SALES TAX			$14,517.00
Invoice					
Cash Payment	G 601-20810 Sales Tax Payable	SALES TAX			$942.00
Invoice					
Transaction Date	11/30/2021	CASH	10100	**Total**	$15,459.00
Refer	12740 *MN STATE RETIREMENT SYSTEM*	Ck# 001155E 11/30/2021			
Cash Payment	G 101-21714 Health Care Savings	PAYROLL 11-11-2021			$469.37
Invoice					
Transaction Date	11/30/2021	CASH	10100	**Total**	$469.37
Refer	12757 *MN STATE RETIREMENT SYSTEM*	Ck# 001172E 11/30/2021			
Cash Payment	G 101-21714 Health Care Savings	PAYROLL 11-25-2021			$470.84
Invoice					
Transaction Date	11/30/2021	CASH	10100	**Total**	$470.84
Refer	12761 *PAYMENT SERVICE NETWORK*	Ck# 001176E 11/30/2021			
Cash Payment	E 601-49440-430 Bank Fees	CC FEES			$426.65
Invoice					
Transaction Date	11/30/2021	CASH	10100	**Total**	$426.65
Refer	12736 *PERA*	Ck# 001151E 11/30/2021			
Cash Payment	G 101-21704 PERA	PAYROLL 11-11-2021			$21,770.24
Invoice					
Transaction Date	11/30/2021	CASH	10100	**Total**	$21,770.24
Refer	12743 *PERA*	Ck# 001158E 11/30/2021			
Cash Payment	G 101-21704 PERA	PAYROLL 11-16-2021			$470.20
Invoice					
Transaction Date	11/30/2021	CASH	10100	**Total**	$470.20

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Refer	12753 *PERA*	Ck# 001168E 11/30/2021			
Cash Payment	G 101-21704 PERA	PAYROLL 11-25-2021			$22,130.46
Invoice					
Transaction Date	11/30/2021	CASH	10100	**Total**	$22,130.46
Refer	12745 *STATE OF ARIZONA*	Ck# 001160E 11/30/2021			
Cash Payment	G 101-21716 Other Deductions	PAYROLL 11-16-2021			$163.64
Invoice					
Transaction Date	11/30/2021	CASH	10100	**Total**	$163.64
Refer	12746 *STATE OF MINNESOTA*	Ck# 001161E 11/30/2021			
Cash Payment	G 101-21716 Other Deductions	PAYROLL 11-16-2021			$240.11
Invoice					
Transaction Date	11/30/2021	CASH	10100	**Total**	$240.11
Refer	12727 *SUN LIFE FINANCIAL*	Ck# 001142E 11/30/2021			
Cash Payment	E 101-41400-130 Employer Paid Insurance	NOVEMBER INSURANCE			$215.87
Invoice					
Cash Payment	E 101-41500-130 Employer Paid Insurance	NOVEMBER INSURANCE			$81.67
Invoice					
Cash Payment	E 101-41910-130 Employer Paid Insurance	NOVEMBER INSURANCE			$150.41
Invoice					
Cash Payment	E 101-42110-130 Employer Paid Insurance	NOVEMBER INSURANCE			$920.55
Invoice					
Cash Payment	E 101-42210-130 Employer Paid Insurance	NOVEMBER INSURANCE			$78.28
Invoice					
Cash Payment	E 101-42400-130 Employer Paid Insurance	NOVEMBER INSURANCE			$76.33
Invoice					
Cash Payment	E 101-43100-130 Employer Paid Insurance	NOVEMBER INSURANCE			$238.41
Invoice					
Cash Payment	E 101-43210-130 Employer Paid Insurance	NOVEMBER INSURANCE			$52.99
Invoice					
Cash Payment	E 101-45200-130 Employer Paid Insurance	NOVEMBER INSURANCE			$238.41
Invoice					
Cash Payment	E 601-49440-130 Employer Paid Insurance	NOVEMBER INSURANCE			$104.77
Invoice					
Cash Payment	E 602-49490-130 Employer Paid Insurance	NOVEMBER INSURANCE			$104.76
Invoice					
Cash Payment	E 609-49750-130 Employer Paid Insurance	NOVEMBER INSURANCE			$191.40
Invoice					
Transaction Date	11/30/2021	CASH	10100	**Total**	$2,453.85
Refer	12739 *SWT*	Ck# 001154E 11/30/2021			
Cash Payment	G 101-21702 State Withholding	PAYROLL 11-11-2021			$4,906.36
Invoice					
Transaction Date	11/30/2021	CASH	10100	**Total**	$4,906.36
Refer	12744 *SWT*	Ck# 001159E 11/30/2021			
Cash Payment	G 101-21702 State Withholding	PAYROLL 11-16-2021			$76.14
Invoice					
Transaction Date	11/30/2021	CASH	10100	**Total**	$76.14
Refer	12756 *SWT*	Ck# 001171E 11/30/2021			
Cash Payment	G 101-21702 State Withholding	PAYROLL 11-25-2021			$5,057.61
Invoice					

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Transaction Date	11/30/2021	CASH	10100	**Total**	$5,057.61
Refer	12729 *U S BANK EQUIPMENT FINANCE*	Ck# 001144E 11/30/2021			
Cash Payment	E 101-41400-240 Office Equip	COPIER LEASE			$151.69
Invoice					
Cash Payment	E 101-43100-240 Office Equip	COPIER LEASE			$151.69
Invoice					
Cash Payment	E 101-43210-240 Office Equip	COPIER LEASE			$151.69
Invoice					
Cash Payment	E 101-45200-240 Office Equip	COPIER LEASE			$151.69
Invoice					
Cash Payment	E 601-49440-240 Office Equip	COPIER LEASE			$151.69
Invoice					
Cash Payment	E 602-49490-240 Office Equip	COPIER LEASE			$151.50
Invoice					
Transaction Date	11/30/2021	CASH	10100	**Total**	$909.95
Refer	12760 *VILLAGE BANK*	Ck# 001175E 11/30/2021			
Cash Payment	E 101-41500-430 Bank Fees	NOVEMBER FEES			$42.69
Invoice					
Cash Payment	E 601-49440-430 Bank Fees	NOVEMBER FEES			$42.69
Invoice					
Cash Payment	E 602-49490-430 Bank Fees	NOVEMBER FEES			$42.69
Invoice					
Cash Payment	E 609-49750-430 Bank Fees	NOVEMBER FEES			$42.68
Invoice					
Transaction Date	11/30/2021	CASH	10100	**Total**	$170.75
Refer	12737 *VOYA*	Ck# 001152E 11/30/2021			
Cash Payment	G 101-21710 Deferred Comp	PAYROLL 11-11-2021			$1,165.00
Invoice					
Transaction Date	11/30/2021	CASH	10100	**Total**	$1,165.00
Refer	12754 *VOYA*	Ck# 001169E 11/30/2021			
Cash Payment	G 101-21710 Deferred Comp	PAYROLL 11-25-2021			$1,165.00
Invoice					
Transaction Date	11/30/2021	CASH	10100	**Total**	$1,165.00
Refer	12748 *WEBER CONSTRUCTION, INC*	Ck# 001163E 11/30/2021			
Cash Payment	G 609-16500 Construction in Progress	PAY APPLICATION #5			$152,167.41
Invoice					
Transaction Date	11/30/2021	CASH	10100	**Total**	$152,167.41

Fund Summary

	10100 CASH
101 GENERAL FUND	$152,082.76
601 WATER FUND	$7,937.61
602 SEWER FUND	$11,494.31
609 LIQUOR FUND	$171,217.51
	$342,732.19

Pre-Written Checks	$342,732.19
Checks to be Generated by the Computer	$0.00
Total	$342,732.19

Agenda Item # 4F.

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Payments Batch P-CC-NOVEMBER 2021 $19,051.96

Refer	12506 *ADVANCED AUTOMOTIVE CARE, I*	Ck# 001102E 11/22/2021			
Cash Payment	E 101-43100-221 Vehicle Repair & Mainten	PARTS			$835.69
Invoice					
Cash Payment	E 601-49440-221 Vehicle Repair & Mainten	PARTS			$1,148.25
Invoice					
Transaction Date	11/22/2021	CASH	10100	**Total**	$1,983.94
Refer	12507 *AED SUPERSTORE*	Ck# 001103E 11/22/2021			
Cash Payment	E 101-45200-417 Uniform Clothing & PPE	SUPPLIES			$139.26
Invoice					
Transaction Date	11/22/2021	CASH	10100	**Total**	$139.26
Refer	12508 *AMAZON.COM*	Ck# 001104E 11/22/2021			
Cash Payment	E 101-42210-208 Training and Instruction	BOOK			$75.95
Invoice					
Cash Payment	E 101-41500-240 Office Equip	MONITOR ARMS			$38.68
Invoice					
Cash Payment	E 101-41400-240 Office Equip	OFFICE EQUIPMENT			$81.40
Invoice					
Cash Payment	E 101-43100-441 Miscellaneous	OFFICE EQUIPMENT			$38.40
Invoice					
Cash Payment	E 101-41400-200 Office Supplies	OFFICE SUPPLIES			$215.12
Invoice					
Cash Payment	E 101-45200-217 Other Operating Supplie	OFFICE SUPPLIES			$564.00
Invoice					
Cash Payment	E 101-43100-218 Equipment Repair & Mai	PARTS			$376.29
Invoice					
Cash Payment	E 101-43100-221 Vehicle Repair & Mainten	PARTS			$110.85
Invoice					
Cash Payment	E 101-43210-441 Miscellaneous	PARTS			$357.65
Invoice					
Cash Payment	E 101-45200-217 Other Operating Supplie	PARTS			$21.29
Invoice					
Cash Payment	E 101-45200-218 Equipment Repair & Mai	PARTS			$266.15
Invoice					
Cash Payment	E 101-41500-240 Office Equip	SUPPLIES			$27.84
Invoice					
Cash Payment	E 602-49490-441 Miscellaneous	PARTS			$13.92
Invoice					
Cash Payment	E 101-42110-237 Small Equipment	UNIFORMS			$97.69
Invoice					
Cash Payment	E 101-41110-441 Miscellaneous	VIDEO COMPUTER			$333.55
Invoice					
Transaction Date	11/22/2021	CASH	10100	**Total**	$2,618.78
Refer	12509 *ASF STORE FIXTURES*	Ck# 001105E 11/22/2021			
Cash Payment	E 609-49750-210 Operating Supplies	OPERATING			$1,766.19
Invoice					
Transaction Date	11/22/2021	CASH	10100	**Total**	$1,766.19
Refer	12510 *ASPEN MILLS*	Ck# 001106E 11/22/2021			
Cash Payment	E 101-42110-437 Uniform Allowance	UNIFORMS-HEARN			$42.95
Invoice					

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Transaction Date	11/22/2021	CASH	10100	**Total**	$42.95
Refer	12511 *AT&T, INC*	Ck# 001107E 11/22/2021			
Cash Payment	E 101-42210-321 Telephone	PHONE			$442.24
Invoice					
Cash Payment	E 101-43100-321 Telephone	PHONE			$76.46
Invoice					
Transaction Date	11/22/2021	CASH	10100	**Total**	$518.70
Refer	12512 *BACKDROP*	Ck# 001108E 11/22/2021			
Cash Payment	E 101-42110-308 Community Education	OFFICE SUPPLIES			$228.65
Invoice					
Transaction Date	11/22/2021	CASH	10100	**Total**	$228.65
Refer	12513 *BEST BUY*	Ck# 001109E 11/22/2021			
Cash Payment	E 609-49750-240 Office Equip	OFFICE EQUIPMENT			$848.42
Invoice					
Transaction Date	11/22/2021	CASH	10100	**Total**	$848.42
Refer	12514 *CANAL PARK LODGE*	Ck# 001110E 11/22/2021			
Cash Payment	E 101-41910-331 Travel Expenses	HOTEL-THUNSTROM			$306.52
Invoice					
Transaction Date	11/22/2021	CASH	10100	**Total**	$306.52
Refer	12515 *CASEY S GENERAL STORE*	Ck# 001111E 11/22/2021			
Cash Payment	E 101-42110-212 Motor Fuels	FUEL			$1,310.46
Invoice					
Cash Payment	E 101-42210-212 Motor Fuels	FUEL			$43.42
Invoice					
Cash Payment	E 101-43100-212 Motor Fuels	FUEL			$372.55
Invoice					
Cash Payment	E 101-45200-212 Motor Fuels	FUEL			$300.96
Invoice					
Cash Payment	E 601-49440-212 Motor Fuels	FUEL			$347.00
Invoice					
Transaction Date	11/22/2021	CASH	10100	**Total**	$2,374.39
Refer	12516 *CLIPPINGMAGIC.COM*	Ck# 001112E 11/22/2021			
Cash Payment	E 101-43210-433 Dues and Subscriptions	SUBSCRIPTION			$3.99
Invoice					
Transaction Date	11/22/2021	CASH	10100	**Total**	$3.99
Refer	12517 *COSTCO*	Ck# 001113E 11/22/2021			
Cash Payment	E 101-42210-217 Other Operating Supplie	SUPPLIES			$13.92
Invoice					
Transaction Date	11/22/2021	CASH	10100	**Total**	$13.92
Refer	12526 *COUNTY MARKET - CITY ACCOUN*	Ck# 001122E 11/22/2021			
Cash Payment	E 101-42110-212 Motor Fuels	FUEL			$665.57
Invoice					
Cash Payment	E 101-45200-212 Motor Fuels	FUEL			$82.88
Invoice					
Cash Payment	E 601-49440-212 Motor Fuels	FUEL			$236.88
Invoice					
Cash Payment	E 101-42110-308 Community Education	HALLOWEEN CANDY			$48.06
Invoice					

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Transaction Date 11/22/2021 CASH 10100 **Total** $1,033.39

Refer 12518 *DEPT OF LABOR & INDUSTRY* Ck# 001114E 11/22/2021
Cash Payment G 101-20820 Surcharge Payable 3RD QUARTER SURCHARGE $1,615.95
Invoice
Cash Payment G 101-20820 Surcharge Payable 3RD QUARTER SURCHARGE -$64.64
Invoice
Transaction Date 11/22/2021 CASH 10100 **Total** $1,551.31

Refer 12519 *DEX MEDIA EAST LLC* Ck# 001115E 11/22/2021
Cash Payment E 609-49750-340 Advertising ADVERTISING $85.00
Invoice
Transaction Date 11/22/2021 CASH 10100 **Total** $85.00

Refer 12520 *DMI DELL* Ck# 001116E 11/22/2021
Cash Payment E 101-41110-433 Dues and Subscriptions VIDEO COMPUTER $8.50
Invoice
Transaction Date 11/22/2021 CASH 10100 **Total** $8.50

Refer 12521 *DRIVER & VEHICLE SERVICES* Ck# 001117E 11/22/2021
Cash Payment E 208-42110-441 Miscellaneous REGISTRATION $294.66
Invoice
Transaction Date 11/22/2021 CASH 10100 **Total** $294.66

Refer 12524 *ELITE LIFT TRUCK, INC* Ck# 001120E 11/22/2021
Cash Payment E 101-45200-218 Equipment Repair & Mai HUSTLER MOWER PARTS $62.85
Invoice
Transaction Date 11/22/2021 CASH 10100 **Total** $62.85

Refer 12522 *GRAND RENTAL STATION* Ck# 001118E 11/22/2021
Cash Payment E 101-45200-415 Equipment Rentals RENTAL $303.88
Invoice
Transaction Date 11/22/2021 CASH 10100 **Total** $303.88

Refer 12523 *HALLOWEENCOSTUMES.COM* Ck# 001119E 11/22/2021
Cash Payment E 101-42110-308 Community Education OFFICE SUPPLIES $105.76
Invoice
Transaction Date 11/22/2021 CASH 10100 **Total** $105.76

Refer 12538 *HOME DEPOT* Ck# 001134E 11/22/2021
Cash Payment E 101-42210-217 Other Operating Supplie SUPPLIES $4.28
Invoice
Transaction Date 11/22/2021 CASH 10100 **Total** $4.28

Refer 12525 *IOWA80.COM* Ck# 001121E 11/22/2021
Cash Payment E 101-43100-221 Vehicle Repair & Mainten PARTS $101.08
Invoice
Transaction Date 11/22/2021 CASH 10100 **Total** $101.08

Refer 12527 *KWIK TRIP* Ck# 001123E 11/22/2021
Cash Payment E 101-41910-331 Travel Expenses FUEL $28.19
Invoice
Cash Payment E 101-42110-212 Motor Fuels FUEL $1,059.97
Invoice
Cash Payment E 101-42210-212 Motor Fuels FUEL $58.11
Invoice
Cash Payment E 101-42400-212 Motor Fuels FUEL $99.35
Invoice

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Cash Payment	E 101-43100-212 Motor Fuels	FUEL			$67.70
Invoice					
Cash Payment	E 601-49440-212 Motor Fuels	FUEL			$81.14
Invoice					
Transaction Date	11/22/2021	CASH	10100	**Total**	$1,394.46
Refer	12528 *MENARDS*	Ck# 001124E 11/22/2021			
Cash Payment	E 609-49750-210 Operating Supplies	OPERATING			$56.90
Invoice					
Cash Payment	E 101-42210-217 Other Operating Supplie	SUPPLIES			$73.80
Invoice					
Cash Payment	G 609-16500 Construction in Progress	SUPPLIES			$60.85
Invoice					
Transaction Date	11/22/2021	CASH	10100	**Total**	$191.55
Refer	12529 *MINNESOTA FIRE SERVICE CERTI*	Ck# 001125E 11/22/2021			
Cash Payment	E 101-42210-208 Training and Instruction	RECERTIFICATIONS			$625.00
Invoice					
Cash Payment	E 101-42210-208 Training and Instruction	REFUND			-$75.00
Invoice					
Transaction Date	11/22/2021	CASH	10100	**Total**	$550.00
Refer	12530 *MY ALARM CENTER*	Ck# 001126E 11/22/2021			
Cash Payment	E 609-49750-445 Security	LIQUOR STORE ALARM			$39.15
Invoice					
Transaction Date	11/22/2021	CASH	10100	**Total**	$39.15
Refer	12531 *MYPARTS.CAT.COM*	Ck# 001127E 11/22/2021			
Cash Payment	E 101-43100-218 Equipment Repair & Mai	PARTS			$307.68
Invoice					
Transaction Date	11/22/2021	CASH	10100	**Total**	$307.68
Refer	12532 *OREILLY AUTO PARTS*	Ck# 001128E 11/22/2021			
Cash Payment	E 601-49440-228 Equipment Maintenance	BATTERY			$135.04
Invoice					
Cash Payment	E 601-49440-221 Vehicle Repair & Mainten	BRAKE CLEANER			$38.44
Invoice					
Cash Payment	E 101-43100-218 Equipment Repair & Mai	WARRANTY WORK			$159.61
Invoice					
Transaction Date	11/22/2021	CASH	10100	**Total**	$333.09
Refer	12533 *POPP TELECOM*	Ck# 001129E 11/22/2021			
Cash Payment	E 609-49750-321 Telephone	TELEPHONE			$52.93
Invoice					
Transaction Date	11/22/2021	CASH	10100	**Total**	$52.93
Refer	12534 *POSTMASTER - ST. FRANCIS*	Ck# 001130E 11/22/2021			
Cash Payment	E 101-41400-322 Postage	POSTAGE			$100.00
Invoice					
Cash Payment	E 601-49440-313 Sample Testing	SHIPPING CHARGES			$31.20
Invoice					
Transaction Date	11/22/2021	CASH	10100	**Total**	$131.20
Refer	12535 *SPEEDWAY*	Ck# 001131E 11/22/2021			
Cash Payment	E 101-42110-212 Motor Fuels	FUEL			$238.04
Invoice					

CITY OF ST FRANCIS

Payments

Current Period: November 2021

Cash Payment	E 101-42210-212 Motor Fuels	FUEL			$63.09
Invoice					
Transaction Date	11/22/2021	CASH	10100	**Total**	$301.13
Refer	12536 *STAMPS.COM*	Ck# 001132E 11/22/2021			
Cash Payment	E 101-42110-322 Postage	POSTAGE			$17.99
Invoice					
Transaction Date	11/22/2021	CASH	10100	**Total**	$17.99
Refer	12537 *STREICHER S*	Ck# 001133E 11/22/2021			
Cash Payment	E 101-42110-437 Uniform Allowance	UNIFORMS-ALLEN			$144.48
Invoice					
Transaction Date	11/22/2021	CASH	10100	**Total**	$144.48
Refer	12539 *UNIVERSITY OF MINNESOTA*	Ck# 001135E 11/22/2021			
Cash Payment	E 101-42400-208 Training and Instruction	TRAINING-STOLL			$270.00
Invoice					
Transaction Date	11/22/2021	CASH	10100	**Total**	$270.00
Refer	12540 *UPS STORE*	Ck# 001136E 11/22/2021			
Cash Payment	E 601-49440-313 Sample Testing	SHIPPING CHARGE			$111.60
Invoice					
Transaction Date	11/22/2021	CASH	10100	**Total**	$111.60
Refer	12541 *VERIZON WIRELESS*	Ck# 001137E 11/22/2021			
Cash Payment	E 101-42110-321 Telephone	PHONE			$427.64
Invoice					
Cash Payment	E 601-49440-321 Telephone	PHONE			$223.26
Invoice					
Cash Payment	E 602-49490-321 Telephone	PHONE			$143.32
Invoice					
Transaction Date	11/22/2021	CASH	10100	**Total**	$794.22
Refer	12542 *ZOOM.US*	Ck# 001138E 11/22/2021			
Cash Payment	E 101-41400-433 Dues and Subscriptions	SUBSCRIPTION			$16.06
Invoice					
Transaction Date	11/22/2021	CASH	10100	**Total**	$16.06

Fund Summary

	10100 CASH
101 GENERAL FUND	$13,337.81
208 POLICE FORFEITURE	$294.66
601 WATER FUND	$2,352.81
602 SEWER FUND	$157.24
609 LIQUOR FUND	$2,909.44
	$19,051.96

Pre-Written Checks	$19,051.96
Checks to be Generated by the Computer	$0.00
Total	$19,051.96

CITY COUNCIL AGENDA REPORT

TO: Mayor and City Council

FROM: Joe Kohlmann, City Administrator

SUBJECT: Ordinance 286 Amending City Code Section 2-9-1 – Fee Schedule – Second Reading

DATE: December 20th, 2021

OVERVIEW:

Typically the Fee Schedule is amended annually with updates. The City recently updated the Fee Schedule in August of 2021. Since it was last updated a few months ago, there is only one suggested addition to the Fee Schedule for 2022.

City Staff discussed water and sewer costs and the financial outlook. While the outlook is good, one possible suggestion came up in discussion. The possibility of creating an "Unsubsidized" Water Access Charge (WAC) and Sewer Access Charge "SAC". This would be a larger amount applied to developments that are located outside of the City of St. Francis boundaries. These proposed WAC and SAC charges would be double the charges currently applied to developments located within the City of St. Francis boundaries.

ACTION TO BE CONSIDERED:

Approve the second reading of Ordinance 286 – Amending the Fee Schedule.

BUDGET IMPLICATION:

The added charges help reduce any, if not all, subsidies from residents within the City of St. Francis for non-residents wanting to connect to the city's infrastructure.

Attachments:

- Fee Schedule with proposed edits.

CITY OF ST. FRANCIS
ST. FRANCIS, MN
ANOKA COUNTY

ORDINANCE 286, SECOND SERIES

AN ORDINANCE AMENDING SECTION 2-9-1 OF THE CITY CODE REGARDING THE FEE SCHEDULE

THE CITY OF ST. FRANCIS ORDAINS:

Section 1. Code Amended. That all previously adopted versions of the fee schedule are deleted and Section 2-9-1, Second Series shall hereby be added to read as established in Exhibit A.

Section 2. Effective Date. This Ordinance shall take effect thirty days after publication or as noted in the amendment.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF ST. FRANCIS THIS 20th OF DECEMBER, 2021.

APPROVED:

____
Steven D. Feldman
Mayor of St. Francis

ATTEST:

____
Jennifer Wida
City Clerk

SECTION 9

FEE SCHEDULE

CITY OF ST. FRANCIS

ADMINISTRATIVE FEES

ADMINISTRATIVE PENALITES	
1ST Offense	$100
2nd Offense	$200
3rd Offense	$500
4th Offense	$1,000
5th Offense and beyond	$2,000
Administrative Hearing fee	$750

ANIMAL FEES	
Administrative Fee	$50/Day
Pick up Service Fee - 8 AM to 6 PM - 6 PM to 8 AM	 $60/Hour $80/Hour
Boarding Fee	$25/Day
Dog License	$10/1-2 Year Vaccinations $15/3 Year Vaccinations
Kennel - Homebased - Commercial	 $70/Year $90/Year
Chickens	$120/One time

AMUSEMENT AND RECREATION	
Amusement Machine	$15/Location + $15/Machine
Dance - Annual - Per Event	 $100/Year $10/Event

BUSINESS AND SERVICE LICENSES	
Investigation Fee	$25
Adult Entertainment Use	$4,000/Year
Bed and Breakfast Use	$100/Year
Sauna/Massage Parlors	$2,000/Year
Fireworks - Retail / Tent - Pyrotechnic Display	 $50/Occurrence $50/Occurrence
Pawnbroker	$1,000/Year + $1.25 per Transaction
Refuse Hauler	$200/Year + $50/Truck
Massage Therapist	$200/Year
Taxicab - Driver License Fee - Operator License Fee	 $150/Year $150/Year
Towing/Impound	$150/Year
Finger Printing	$15
Transient Merchant/Peddler - Week - Month - 60 Days - Food Truck	 $50 $150 $300 $50/ Calendar Year
Excavations/Mining - Active Area Fee - Inactive Area Fee - Restoration Credit	 $50 /Acre $25 /Acre $25 /Acre

COUNCIL/COMMISSION PAY	
City Council Per Diems Per Day - Special Council Meetings - Council Retreats/Work Sessions - Economic Development Authority Negotiations (EDA) - League of MN Cities Functions - Labor Negotiations - Employee Interviews - Mayor Only: ○ School/County Liaison ○ MN Mayors Association ○ Speaking Engagements and other Civic Org. ○ Closing Property Acquisition ○ Fire District Study Group	$35 for four hours or less; $70 for more than four hours Prior Approval Required Prior Approval Required Prior Approval Required Mayor may appoint Council members to fulfill his obligations and approve attendance
Planning Commission - Chairman - Member	 $25/Meeting Paid Annually $20/Meeting Paid Annually
Park Commission - Chairman - Member	 $25/Meeting Paid Annually $20/Meeting Paid Annually
Economic Development Authority	$20/Meeting Paid Annually
Upper Rum River Watershed – Resident Appointed by Council	$20/Meeting Paid Annually

DOCUMENT SERVICES	
Accident, Police, and Fire Reports	$.25/Page; Over 100 Pages TBD

Copies
- Paper/Copied
- CDs
- Colored Copies of Photos
- Certificate of Survey (non-homeowner)
- City Council Agenda & Minutes (mailed)
  o Resident
  o Non-Resident
- Planning/Park Commission Agenda & Minutes (mailed)
  o Resident
  o Non-Resident
	
	$.25/page
	$15
	$3/Page
	$2/each
	
	$25/Year
	$25/Year + Postage
	
	$12/Year
	$12/Year +Postage

GENERAL AND MISCELLANEOUS	
Election Filing Fee	$5
Mileage reimbursement for Personal	Current IRS Rate
Notary	$2/Document
Public Nuisance Violation Administration Fee (assessable)	$75/Occurrence
Certify Delinquent Invoices (except utilities)	Lesser of 10% of Delinquency or $75
Certify Delinquent Utility Bills	10% of Delinquency
Fire Department Charges	See Ordinance 138
Fire Department – Burn Permit	$10.00
Returned Checks	$30/Check
Snowmobile Permit	$15/Annual
Special Assessment Administrative Fee	$100
Special Assessment Search	$20/Each

LIQUOR AND TOBACCO LICENSE	

- 3.2% Malt – Off Sale
- 3.2% Malt – Off Sale – Special Event
- 3.2% Malt – On Sale
- Club License
- Wine License
- Intoxicating Liquor – On Sale
- Intoxicating Liquor – Sunday Sales
- Investigation Fee:
  o Single Application
  o Partnership
  o Corporation
	$50/Year
	$25/Event
	$200/Year
	$200/Year
	$200/Year
	4,000/Year
	$200/Year
	
	$200
	$300
	$400

Tobacco License	$150/Year

BUILDING FEES

Adopted valuation schedule for Building Permit fees. Fees for Building Permits include: 1) the fees as set forth in the fee schedule and 2) the surcharge required by Minnesota Statute 326b.148 or as amended

BUILDING PERMIT BY EVALUATION	
$1 to $500	$29.50
$501 to $2,000	$28 for the first $500 plus $3.70 for each additional $100 or fraction thereof, to and including $2,000.
$2,001 to $25,000	$83.50 for the first $2,000 plus $16.55 for each additional $1,000 or fraction thereof, to and including $25,000.
$25,001 to $50,000	$464.15 for the first $25,000 plus $12 for each additional $1,000 or fraction thereof, to and including $50,000.
$50,001 to $100,000	$764.15 for the first $50,000 plus $8.45 for each additional $1,000 or fraction thereof, to and including $100,000.
$100,001 to $500,000	$1,186.65 for the first $100,000 plus $6.75 for each additional $1,000 or fraction thereof, to and including $500,000.
$500,001 to $1,000,000	$3,886.65 for the first $500,000 plus $5.50 for each additional $1,000 or fraction thereof, to and including $1,000,000.
1,000,001 and up	$6,636.65 for the first $1,000,000 plus $4.50 for each additional $1,000 or fraction thereof.
Plan Review fee of 65% of the building permit fee for valuation-based building & commercial permits. (Except as per MN Rules 1300.0160, Subp. 5 for similar plans after first submittal, a 25% plan review fee may be paid-residential valuation-based building permits only)	

BUILDING PERMIT – SET FEE	FEE	ESCROW/STATE FEE
Admin Zoning Fee for Permits	$50	
Accessory Structures 200 sq. ft. and less	$50 zoning permit	
Accessory Structure over 200 sq. ft	By valuation	State Surcharge
Basement Finishes Permit	$140	State Surcharge
Building Demolition	$110	$500
Building Demolition – Commercial	By Valuation	$1,000
Building Relocation Permit	$110	Performance Security Required
Contractor Verification Fee	$10	
Dock Permit	$50	$250
Driveway Permit – <u>New & Replacement</u> - Under 75' – Length - Over 75' – Length - Over 600' – Length - Parking Pad or Driveway Extension	 $50 $100 $350 $50	 $250 $500 $2,000
Fence – Residential Only - 6' and under	 $50 Zoning Permit	
Fireplace	$120	State Surcharge
Fuel Tank Removal	$120	
Engineer's Review of Building Permit	$154	
HVAC – Heating Installations	$120	State Surcharge

HVAC – Air Conditioning	$120	State Surcharge
Inspections- After Hours	$70/Hour, minimum 2 hours	
Investigation Fee	Not to exceed permit fee	
Irrigation – <u>Connected to City</u>	$75 back flow preventer	State Surcharge
Manufactured Home Setup	$100	State Surcharge
On-Site Septic - Type I – IV - Type V - Operating Permit - Soil Verification - Septic System Pumping Verification	 $275 By cost incurred $125/Year $120 $20	
Parking Lot - Commercial	$120	$1,000 + State Surcharge
Plan/Zone Review of Building Permit	$195	
Plumbing	$120	State Surcharge
Pools exceeding 5,000 gallon and 24" in depth	By Valuation	State Surcharge
Re-Inspection Fee	Not to exceed $75/Trip	
Retaining Wall Over Four Feet	By Valuation	State Surcharge
Roofing – Residential Only	$120	State Surcharge
Siding – Residential Only	$95	State Surcharge
Signs	$120	State Surcharge
Solar – Residential /Commercial	$120	State Surcharge
Water Softener Permit – Residential Only	$75	State Surcharge
Water Heater – Residential Only	$75	State Surcharge
Windows/Doors	$120	State Surcharge
Commercial Buildings (Plumbing, Mechanical, Fire Alarm, etc.)	By Valuation	State Surcharge

- *Anything not listed above will be based on valuation + plan review +* State Surcharge.
- *Permits over 180 days of inactivity are null and void with no refund.*
- *Permit extension not to exceed ½ permit fee and Building Inspector makes determination.*
- *No refund on plan review fees; maximum refund is 75% of total fee for permit fees; no refund for* State Surcharge
- **STATE SURCHARGE collected in accordance with MN Statutes 326B.148**

ESCROW DEPOSITS	
Admin Escrow Fee/Non-Refundable	$250/per property
3" Topsoil	$1,000
Culvert	$1,500
Curb Box and Meter	$1,500
Driveway	$2,000
Driveway Apron/approach (rural)	$600
Erosion Control	$300-$500
Final Grading	$500-$1,500
Litter/Debris Clean-Up	$300-$500
Retaining Wall	$30.00 per sq. ft.
Sidewalk	$4.00 per sq. ft.
Sod/Seed	$3,500
Steps	$4.00 per sq. ft.
Swimming Pool Fence	$1,500
Street Cleaning	$250

Trees	$750

COMMUNITY DEVELOPMENT FEES

LAND AND PROPERTY USE	FEE	ESCROW/STATE FEE
Administrative Subdivision	$350	$2,000
Annexation	$250	$2,000
Appeal	$200	$1,000
Comprehensive Plan Amendment	$450	$2,000
Conditional Use Permit	$350	$2,000
Environmental Review	$350	$650
Excavation/Fill Permit (Admin)	$100	$250
Excavation/Fill Permit (IUP)	$350	$2,000
Home Occupation (IUP)	$350	$2,000
Home Occupation (Permitted)	$50	
Interim Use Permit	$350	$2,000
Minor Subdivision	$350	$2,000
Ordinance Amendment	$350	$2,000
Planned Unit Development	$350	$2,000
Rental Housing Licensing, ADU and Short-Term Rental - Single Family or First Unit - Each Additional Unit - Late Fee Due 1/16 - Late Fee Due 3/16 - Conversion Fee - Re-Inspection Fee	 $50 $15/Each $50 $150 $100 $25/Each Unit	
Sign Permit Zoning Review (Admin)	$75	
Sign Permit Zoning Review (Full)	$250	$350
Sign Permit Zoning Review (Temporary)	$25	
Rezoning	$350	$2,000
Site and Building Plan Review (Admin)	$100	$250
Site and Building Plan Review (Full)	$350	$2,000
Street/Utility Easement Vacation	$350	$1,000
Subdivision - Sketch Plan - Preliminary Plat (Rural) - Preliminary Plat (Urban) - Final Plat	 $300 $400 $400 $350	 $500 $400 + $125/Lot $425 + $175/Lot $650
Temporary Habitat Permit	$500	$5,000
Temporary Outdoor Sales Permit/License	$50	
Wetland - Replacement Plan Review with Plat - Replacement Plan and Excavation - Delineation	 $350 $350 $350	 $650 $650 $1,000
Vacant Building Registration Fee - First Year - Second Year Renewal - Third Year Renewal - Fourth Year Renewal - Fifth Year Renewal and Beyond	 $125 $175 $250 $350 $500	

- Vacant Building Administration Fee	$100	
Variance Application	$350	$2,000
Park Dedication	2,500/Lot	
TIF Application/Business Subsidy	- $350	$3,000

- *Applicants are responsible for all costs incurred by City for consultant fees.*
-

PUBLIC WORKS FEES

PARK AND FIELD	Resident	Non-Resident
Concession Stand	$50Event	$100/Event
Ball Park Use – • Outside Organization • One Game Fee	$100/Night for Season $40/Game	$200/Night for Season $80/Game
Damage Deposit	$50 - Refundable	$75 – Refundable
Key Replacement	$50/Each	$50/Each
Football Field	$40/Each	$50/Each
Football Youth Program	$60/Week per team	
Woodbury Gazebo Rental	$80/Event	$130/Event
Rink Rental for Reserved Time	$25 $30/Hour for afterhours rental	$80/Hour for afterhours rental
Restroom	$30/Event	$60/Event
Picnic Shelter	$30/Event	$60/Event
Soccer Youth Program	$60/Week per team	
Soccer Field	$40/Each	$50/Each
Warming House	$80/Event	$130/Event

- *St. Francis City Council has the authority to change an annual fee of $100 for non-profits.*
- *St. Francis City Council has the authority to waive any fees for non-profits*

COMMUNITY CENTER	
Resident	$50Event
Non-Resident	$100/Event
Damage Deposit	$150
Late Key Return	$25 if not returned within 2 business days of event
City Purposes	Free
City Benefit - St. Francis Lions/Lioness - St. Francis Senior Citizens Group - St. Francis Area Jaycees - St. Francis Youth Association (4-H, Scouts, Hockey, etc.) - St. Francis Ambassador Program - St. Francis Area Chamber of Commerce - Other Government Agencies - Local Church Organizations - Local Business/Non-Profit Organizations	Fees will be waived for these uses unless the Council specifically determines that the fees should be imposed Donations will be accepted for use of facility unless Council specifically determines that the fees should be imposed
Priority for Use in Event of Conflict - City of St. Francis - Non-Profit located with the City limits	Based on earliest request if more than one applicant of the same class seeks conflicting dates

- Residents (individuals or groups) - Non-Profit located outside of City limits - Non-Residents (individuals or groups)	

EQUPMENT AND STAFF USE	
One Ton Truck with Plow	$55/Hour
Belos with Attachment	$55/Hour
Crane Truck	$60/Hour
Electric Generator	$60/Hour
Grader	$90/Hour
Zero Turn Mower	$50/Hour
Pick Up Truck	$40/Hour
Tandem Axle Truck	$90/Hour
Tandem Axle Truck with Plow	$110/Hour
Tool Cat/Skid Steer w/Attachments	$80/Hour
Tractor with Loader or Attachments	$60/Hour
Pay Loader - *Hourly equipment rates DO NOT include the cost of the operator or cost of fuel and gas*	$90/Hour
Staff Time	Two Times Step 8 of Their Pay Grade

STREET AND ROADS	
Road Right-of-Way – Registration	$35 + $2,000 Escrow
Road Right-of-Way – Permit Application	$150 + Consultant Fees
Street Opening	$50 + bond or Deposit and Consultant Fees
Small Cell/Pole Attachment	$500 per unit 1-5 $100 per unit 6+

UTILITY FEES	
Access Charge, at time of Building Permit - Sewer Equivalent Connection - Water Equivalent Connection	 $4,284/Each equivalent unit $3,060/Each equivalent unit
Unsubsidized Access Charge (outside city limits) - Sewer Equivalent Connection - Water Equivalent Connection	 $8,568/Each Equivalent Unit $6,120/Each equivalent Unit
Trunk Line Charge, at time of subdivision - Water Truck Line Availability - Sanitary Sewer Truck Line Availability	 $2,956/Net developable acres $4,150/ Net developable acres
Tapping and Connection Permits - Tapping and Water Connection - Tapping and Sewer Connection - Water Connection - Sewer Connection	 $125 $125 $50 $50
Water Meter Deposit Equipment - ¾” - 1” and Larger	 $381.87 Cost + 10%
Water Shutoff/Disconnect 7:00 am – 3:00 pm Water Reconnect	$35 $35

7:00 am – 3:00 pm	*The Disconnect and Reconnect fee for water shall be waived if a resident leaves for two consecutive months during the time from October to March.*
Meter Repair (not removal or installation)	Time and Materials / $50 minimum

Curb Stop
- Locate
  o Summer
  o Winter
- Driveway Cover
- Repair
- Box
	
	$25 minimum
	$50 minimum
	Cost
	Time and Materials with $50 minimum
	Cost

Hydrant and Gate Valve Repair	Time and Materials with $50 minimum
Hydrant Meter Deposit	$800
Non-Response to Tagging Notice	$250/Month until resolved
Unmetered Use of City Water	$200/per occurrence
Wells and Well based Irrigations	$20

SEWER RATES	
Monthly Base Fee	$20.82
Charge per 1,000 Gallons Used	$8.16 equivalent conn
Sewer Users Only	Sewer Base Rate + 6,000 Gallons @ Water Rate

- *Winter residential sewer rates (November through April billings) are based on actual water consumption used for the month billed*
- *Summer residential sewer rate (May through October billings) are based on the average of water consumption used for January, February, and March billings. If the winter water usage average is 3,000 gallons or less, the consumption billed will be the actual usage up to a maximum of 3,000 gallons. Any average usage greater than the 3,000 gallons will be billed the actual usage up to the minimum average calculated.*
- Note*: Consumption amounts are not billed greater than actual usage*

STORMWATER	
Stormwater Rate	$5.00/Month per Parcel ($60/Year)
Grading/ESC Escrow	$2,000 per gross acre or $750 per SF or Twin family home. Whichever is greater.

WATER RATES	
Monthly Base Fee - MN State Test Fee	$14.55 $0.81
Charge per 1,000 Gallons Used per Equivalent Connection - 0 – 14,999 - 15,000 – 29,999 - 30,000 – 44,999 - 45,000+	 $4.50 equivalent conn $4.72 equivalent conn $5.45 equivalent conn $6.51 equivalent conn
Bulk Water - System Access Charge - Charge per 1,000 Gallons Used	 $50 $6.16

CITY COUNCIL AGENDA REPORT

TO: Mayor and City Council

FROM: Joe Kohlmann, City Administrator

SUBJECT: Summary Publication for Ordinance 286- Resolution 2021-64

DATE: December 6th, 2021

OVERVIEW:

Due to the length of Ordinance 286, a summary of the ordinance has been prepared for publication. As stated in Resolution 2021-64 a copy of the changes is available at City Hall for review. This is allowed by State Statute and reduces the publication cost. The ordinance amendment will take effect 30 days after publication of the attached resolution.

ACTION TO BE CONSIDERED:

Adopt Resolution 2021-64 Authorizing Summary Publication of Ordinance 286 .

Attachments:

- Resolution 2021-64

CITY OF ST. FRANCIS
ST. FRANCIS, MN
ANOKA COUNTY

RESOLUTION 2021-64

A RESOLUTION AUTHORIZING THE SUMMARY PUBLICATION OF ORDINANCE 286, SECOND SERIES AMENDING SECTION 2-9-1 OF THE CITY CODE REGARDING THE FEE SCHEDULE FOR THE CITY OF ST. FRANCIS

WHEREAS, as authorized by Minnesota Statutes, Section 412.191, subd. 4, the City Council has determined that publication of the title and summary of Ordinance 286 Second Series will clearly inform the public of the intent and effect of the Ordinance; and

WHEREAS, a printed copy of the Ordinance is available for inspection during regular office hours in the office of the City Clerk.

NOW THEREFORE, BE IT RESOLVED that the following summary of Ordinance 286, Second Series is approved for publication:

CITY OF ST. FRANCIS, MINNESOTA
ORDINANCE 286, SECOND SERIES

Section 1. The St. Francis City Code is hereby amended to include the following ordinance summarized below:

St. Francis City Code is hereby amending Section 2-9-1 the previously adopted Fee Schedule.

Section 2. The full ordinance will be in effect 30 days from this summary publication.

Section 3. The full ordinance is available for review during regular office hours in the office of the City Clerk.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF ST. FRANCIS THIS 20th DAY OF DECEMBER, 2021.

APPROVED:

Attest:

____
Steven D. Feldman, Mayor

____
Jennifer Wida, City Clerk

City of St. Francis

CITY COUNCIL AGENDA REPORT

TO: Joe Kohlmann, City Administrator

FROM: Kate Thunstrom, Community Development Director

SUBJECT: Request Work Session

DATE: 12/20/2021

OVERVIEW:

HKGi has made significant progress on the Park Plan and would like to update Council on the findings so far and receive feedback from Council on items within the plan.

ACTION TO BE CONSIDERED:

Staff is requesting a Work Session for January 10, 2021 at 5:30 at the PPW building.

City of St. Francis

CITY COUNCIL AGENDA REPORT

TO: Mayor & City Council

FROM: Joe Kohlmann, City Administrator

SUBJECT: 2022 COLA

DATE: December 20th, 2021

OVERVIEW:

I'm recommending a 3% COLA salary adjustment for a non-union staff. The "transitory inflation" and consumer price index was considered prior to this recommendation. In the hope that these factors are indeed transitory, I would recommend a 3% cost of living adjustment at this time. In full disclosure, the City Administrator is considered part of the non-union staff.

As an aside, the Governor's salary cap is will be increasing 6.2% in 2022. This public employment salary cap is another benchmark used in evaluating COLA adjustments.

ACTION TO BE CONSIDERED:

Motion to approve a 3% cost of living adjustment for non-union staff.

BUDGET IMPLICATION:

3% COLA has been budgeted for.

Attachments:

City of St. Francis

Water and Sewer Monthly Report – November 2021

Public Works
4058 St. Francis Blvd. NW
St. Francis, MN 55070

TO Mayor & Council

JOB Water and Sewer Monthly Report

WATER AND SEWER	TASK	DESCRIPTION	QUANTITY	UNITS
Water	**Water Treatment Report**			
Water	Inspect Facility Daily	Facility Inspection	20	Inspections
Water	Operational Hours	Hours spent at facility	40	Hours
Water	Calculate Influent and Effluent	Calculate gallons pumped for both influent and effluent.	Daily	Calculation
Water	Calculate Chemicals	Calculate treatment chemicals used daily.	Daily	Calculations
Water	Chemical Adjustment	Adjust chemicals based on lab testing results.	As Needed	Chemical Adjustments
Water	Daily Labs	Perform lab on chlorine, fluoride, orthophosphate, iron and manganese.	21	Labs
Water	Well House	Inspect daily, take readings, drawdowns, and pump runtimes.	Daily	Inspections
Water	Bacteria Samples	Take set of monthly bacteria samples.	5	Samples Per Set
Water	**Water Flows/Results**			
		Total Raw water	11.8	Million Gallons
		Total Finished water	11.2	Million Gallons
		Finished water sold		Million Gallons
		Average Daily Flow	.373	Million Gallons
		Average Chlorine	.91	Mg/l
		Average Raw Iron	1.02	Mg/l
		Average Raw Manganese	.089	Mg/l
		Average Fluoride	.74	Mg/l
		Iron Removal	**99**	**%**
		Manganese Removal	**79**	**%**

Wastewater	**Wastewater Treatment Report**			
Wastewater	Monthly Sampling	Perform required monthly sampling: 8 Influent 30 Constituents); 8 Effluent (40 Constituents:	70	Constituents
Wastewater	Operational Hours	Hours spent at facility.	160	Hours
Wastewater	Inspect Operations Building	Daily inspection of building.	20	Inspections
Wastewater	Inspect Pre-treatment Building	Daily inspection of building.	20	Inspections
Wastewater	Inspect Tertiary Building	Daily inspection of building.	20	Inspections
Wastewater	D.O Readings	Take Required D.O Readings.	31	D.O Readings
Wastewater	pH Readings	Take Required pH Readings.	31	pH Readings
Wastewater	Inspections	Inspect 8 lift stations daily and calculate pump runtimes.	160	Lift Station Inspections
Wastewater	Daily Lab	Process Control Test	80	Tests
	Wastewater Flows/Results			
		Discharge Point	Seelye Brook	
		Total Influent	10.7	Million Gallons
		Total Effluent	11.3	Million Gallons
		Reuse effluent	.280	Million Gallons
		Influent TSS	245	Mg/l
	Limit: (15mg/l)	Effluent TSS	0	Mg/l
	Limit: (85 %)	**TSS % Removal**	**100**	**% Removal**
		Influent CBOD	221	Mg/l
	Limit: (15 mg/l)	Effluent CBOD	0	Mg/l
	Limit: (85 %)	**CBOD % Removal**	**100**	**% Removal**
		Influent Phosphorus	5.6	Mg/l
	Limit: (1 mg/l)	Effluent Phosphorus	0	Mg/l
		Phosphorus % Removal	**100**	**% Removal**
		Influent Ammonia Nitrogen	28.7	Mg/l
	Limit: (Seasonal) 1.4 mg/l	Effluent Ammonia Nitrogen	0	Mg/l
		Ammonia Nitrogen % Removal	**100**	**% Removal**

Water/ Sewer	**Monthly Tasks**			
Water/Sewer	Locates	Process Locate Requests	20	Utility Locate Requests
Water/Sewer	Water/Sewer Connections	Inspect Water and Sewer	3	Inspections
Water/Sewer	Water Miscellaneous	Work orders: re-reads, high	19	Work Orders
Re-reads	Re-read Meters	Re-read Meters	2	Meters
Water/Sewer	**Monthly Projects**			
Wastewater Treatment Facility	Pre-treatment room maintenance	Change oil on fine screens, grit pump and wash down channels.	3	Units
Wastewater Treatment Facility	Rapid Mixer	Change oil and grease unit.	1	Mixer
Wastewater Treatment Facility	Biosolids	Land Apply Biosolids on permitted site.37	600	Wet Tons
Water Treatment Facility	High Service Pump Rehab	Rehab all High Service Pump 3. Including motor, pump, shaft and pipe.	1	Pump
Deer Creek Lift Station	Maintenance	Wash down wet well and replace wear ring.	1	Lift Station
Deer Creek Lift Station	Pulled pump	Pump was plugged, pulled pump.	1	Pump
Dell Wood Lift Station	Maintenance	Washed down wet well and cleaned floats.	1	Lift Station
River Shores Lift Station	Maintenance	Wash down wet well and replace wear ring.	1	Lift Station
Royal Oaks Lift Station	Maintenance	Washed down wet well and cleaned floats.	1	Lift Station
Turtle Run Lift Station	Maintenance	Washed down wet well and cleaned floats.	1	Lift Station

*Each time a lift station pump is pulled due to plugging, it is equal to two-man hours.

City of St. Francis

Streets and Parks Monthly Report – November 2021

Public Works
4058 St. Francis Blvd. NW
St. Francis, MN 55070

TO Mayor & Council

JOB Streets and Parks Monthly Report

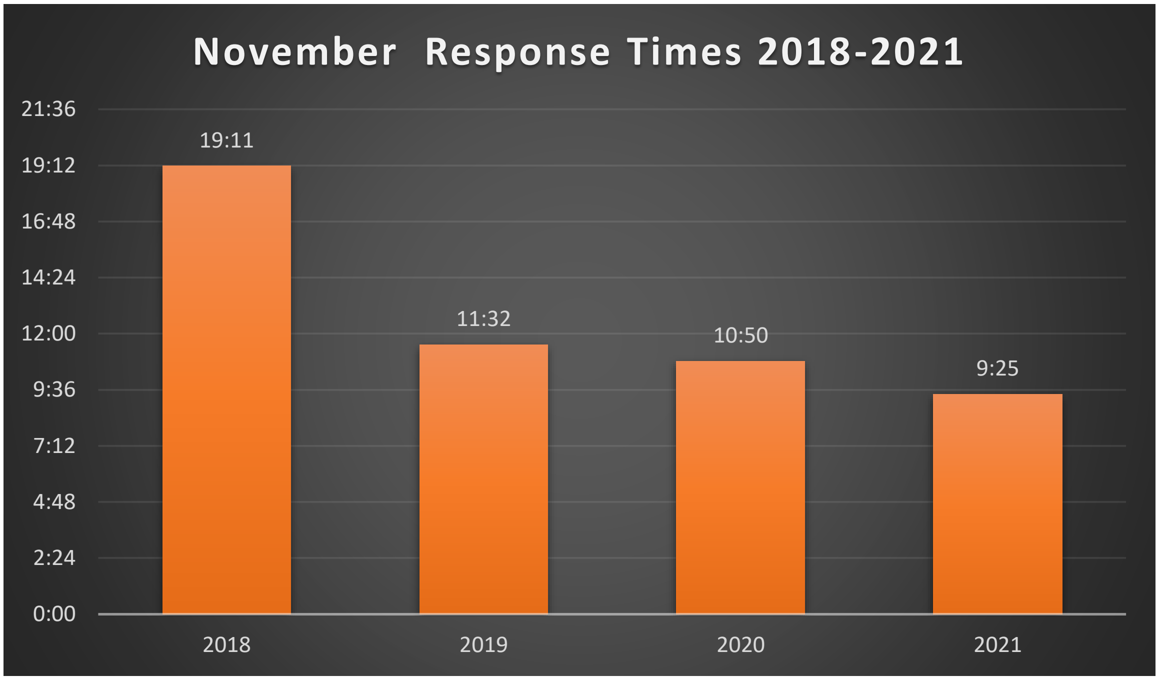
STREETS AND PARKS	TASK	DESCRIPTION	QUANTITY	
All Dept.	Building Maintenance	Light bulbs, toilets, sinks, etc.	70	Hours
Streets	Snowplowing	Plowing City Streets	0	Miles
Streets	Snowplowing	Plowing Cul-Da-Sacs	0	Cul-Da-Sacs
Streets	Snowplowing	Amount of Salt Applied to Roads	16.8	Tons
Streets/Parks	Snowplowing	Plowing Parking Lots	0	Number of Lots
Parks	Snowplowing	Trails/Sidewalks	0	Miles
Streets	Snowplowing	Amount of Granite Chips Applied to Roads	0	Tons
Streets	Grading	Grading City Roads	26.3	Miles
Parks	Park Inspections	Inspect equipment, buildings, and trees.	20	Inspections
Parks	Events	Preparation and Inspection	2	Misc.
Parks	Fertilizing	Applied to city properties and parks	0	Tons
Parks	Mowing	City Parks and Property	0	Acres
Streets	Signs	Signs Installed or Repaired	13	Number of Signs
Streets/Parks	Callouts	Response for service requests outside normal working hours.	2	1 Streets 1 Recycling
Streets/Parks Sewer/Water	Equipment Repair	Anything Beyond Normal Maintenance, Fabrication, etc.	54	Hours
Streets/Parks Sewer/Water	Equipment Maintenance	Greasing, Washing, etc.	32	Hours
Storm Water	Cleaning Catch Basins	Remove debris and ice from catch basins.	11	Number of Catch Basins
Storm Water	Street Sweeping	Sweeping of city streets and parking lots.	80	Yards
Parks	Ball Fields	Dragging Ball Fields	0	Times
Parks	Trail Mowing	Mowing Along Walking Trails	0	Miles
Parks	Fountain	Clean Fountain at Woodbury Park	0	Time
Streets	Ditch Mowing	Mowing Along Roadway	0	Miles
Parks	Ice Rinks	Applying Water On Rinks	0	Gallons
Parks	Vandalism	Damage to City Property	0	Hours

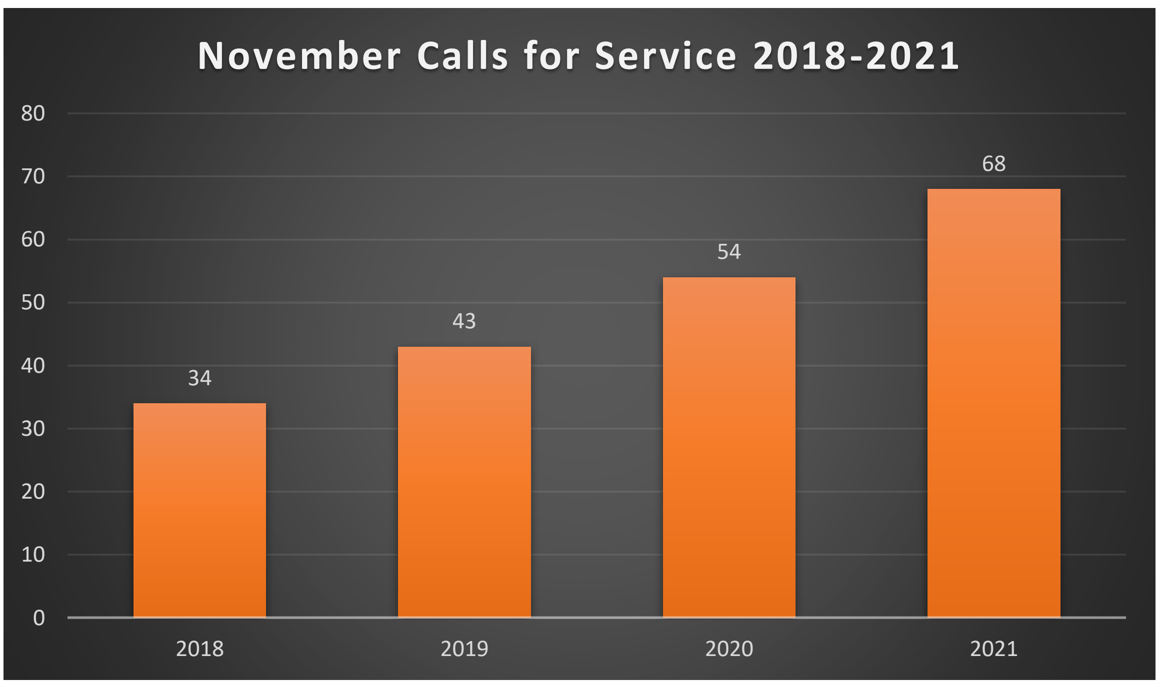
Parks	Playground	Install Woodchips	0	Yards
Parks	Leaf Pick-up	Picking Up Leaves in Parks	65	Yards
Recycling	Meeting	With Anoka County	1	Meeting
Recycling	Event	LePage Recycling Event & Free Shred Event/Leaf Event	1	Events

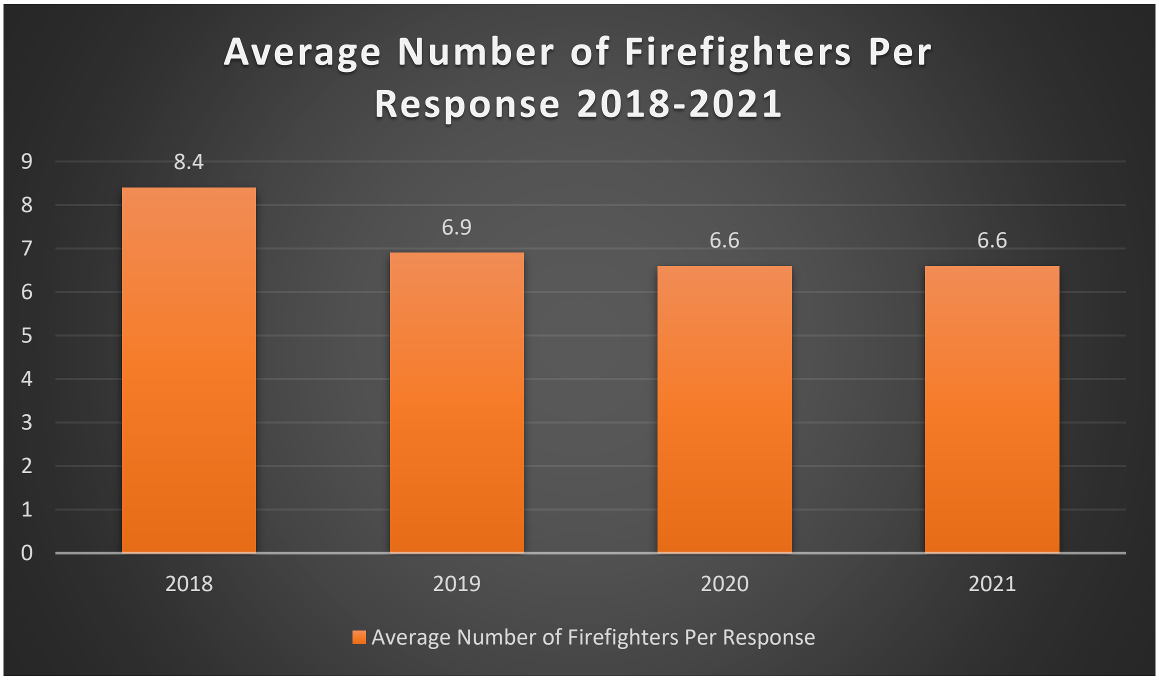
MONTHLY COMPARISON REPORT 2018-2021

November

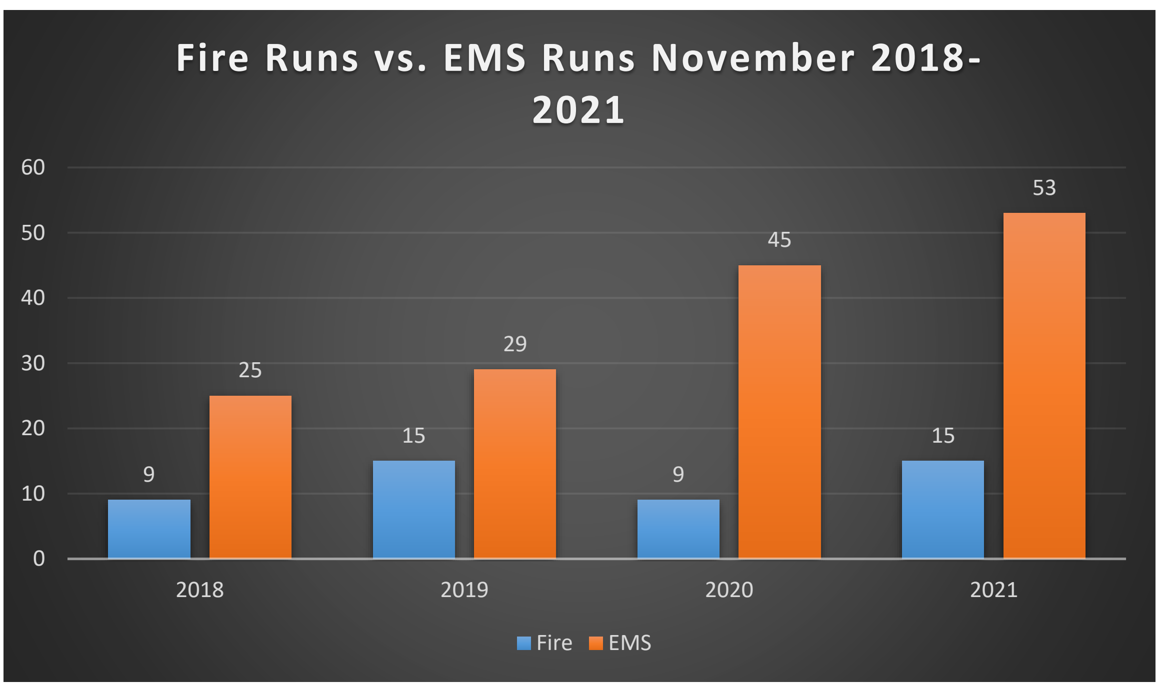
ST. FRANCIS
FIRE & RESCUE


November Response Times 2018-2021
21:36
19:12
16:48
14:24
12:00
9:36
7:12
4:48
2:24
0:00
19:11
11:32
10:50
9:25
2018
2019
2020
2021

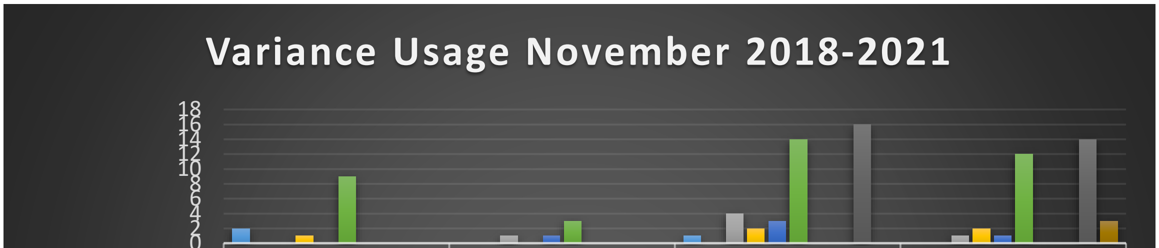

November Calls for Service 2018-2021
80
70
60
50
40
30
20
10
0
34
43
54
68
2018
2019
2020
2021



Average Number of Firefighters Per Response 2018-2021
9
8
7
6
5
4
3
2
1
0
8.4
6.9
6.6
6.6
2018
2019
2020
2021
Average Number of Firefighters Per Response



Fire Runs vs. EMS Runs November 2018-2021
60
50
40
30
20
10
0
9
25
15
29
9
45
15
53
2018
2019
2020
2021
Fire
EMS



	2018	2019	2020	2021
Ambo Assist	2	0	1	0
Airway	0	0	0	0
ASA	0	1	4	1
Albuterol	1	0	2	2
NTG	0	1	3	1
Glucometer	9	3	14	12
Epi	0	0	0	0
Narcan	0	0	0	0
COVID-19	0	0	16	14
Ambo Over 20	0	0	0	3