CITY OF ST. FRANCIS
CITY COUNCIL AGENDA
FEBRUARY 4, 2019
ST FRANCIS AREA SCHOOLS DISTRICT OFFICE
4115 Ambassador Blvd NW
6:00 PM

1. Call to Order

2. Roll Call

3. Adopt Agenda

4. Consent Agenda
   A. City Council Minutes – January 22, 2019
   B. Payment of Claims
   C. St. Francis Lions – Application for MN Lawful Gambling Permit/Bingo April 6 @ Am. Legion
   D. St. Francis Assn of Parents and Teachers – Application for MN Lawful Gambling Permit Raffle Permit March 23, 2019 @ St. Francis Elementary School
   E. Hire Kristi Neubauer as a Part Time Liquor Store Clerk

5. MEETING OPEN TO THE PUBLIC

6. SPECIAL BUSINESS

7. PUBLIC HEARINGS

8. OLD BUSINESS

9. NEW BUSINESS
   A. Surplus Property – 1993 Spartan Fire Engine #1 Resolution 2019-04
   B. Wastewater Agreement – The Ponds Development in Oak Grove

10. MEETING OPEN TO THE PUBLIC

11. REPORTS
   A. Department Reports – Police 2018 Annual Report
   B. Councilmember Reports -
   C. Upcoming Events –

Feb 18	City Offices Closed – Presidents Day
Feb 19(Tues)	City Council Meeting @ St. Francis Area Schools District Office 6:00 pm
Feb 20	Planning Comm. Meeting @ St. Francis Area Schools District Office 7:00 pm
Mar 4	City Council Meeting @ St. Francis Area Schools District Office 6:00 pm

12. ADJOURNMENT

CITY OF ST. FRANCIS
ST. FRANCIS MN
ANOKA COUNTY

CITY COUNCIL MINUTES
JANUARY 22, 2019

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

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

Also present; Assistant City Attorney Dave Schaps (Barna, Guzy & Steffen), City Engineer Craig Jochum (Hakanson Anderson), City Administrator Joe Kohlmann, Community Development Director Kate Thunstrom, Police Chief Todd Schwieger, Public Works Director Paul Teicher, Finance Director Darcy Mulvihill, and City Clerk Barb Held.

3. **APPROVAL OF AGENDA**
MOTION BY MUEHLBAUER SECOND UDVIG APPROVING THE REGULAR CITY COUNCIL AGENDA. Motion carried 5-0.

4. **CONSENT AGENDA**
MOTION BY BAUER SECOND ROBINSON TO APPROVE THE CONSENT AGENDA ITEMS A- E AS FOLLOWS:
A. City Council Minutes – January 7, 2019
B. Pay Request No. 29/Change Order 1 – Final Payment for $167,665.00 to Gridor Construction for Waste Water Treatment Facility
C. Pawn Shop Application – Saver's Pawn, 3220 Bridge Street Suite 101 & 102
D. Authorization to Hire Lisa Stoll as an Office Assistant contingent upon successful completion of all pre-employment backgrounds and testing
E. Payment of Claims $1,226,085.88 (ACH 247E- 250E $1,060,143.11 and Checks #75351-75419 $937,946.26) *Does not include the Gridor Const. Payment.
Motion carried 5-0.

5. **MEETING OPEN TO THE PUBLIC**
None

6. **SPECIAL BUSINESS**
A. Citizen Awards: Samantha Stewart, Alycia Simons and Adam Klinkner
Police Chief Todd Schwieger read statements about all three of these people and how they stopped that night of November 20, 2018 and helped at the scene of the accident. Chief Schwieger presented Adam Klinkner who was first to respond

and provided aid, Alicia Simons a paramedic but was off duty who was at County Market and came to help and Samantha Stewart, not a normal route home, parked and ran to start resuscitating one of the girls and continued even after police arrived. Chief Schwieger stated they didn't have to stop but they did and to all of us they are true heroes. By their actions, that evening I believe it saved lives. Therefore, it is with great pleasure to give all three the St. Francis Police Department Citizens Award, *In recognition of their quick-thinking, courage and extraordinary actions that saved lives on November 20, 2018*. All three received a well-deserved round of applause.

Feldman said its amazing when you hear of all the negative out there during the day time and then you see something positive like this it regenerates your thoughts about humanity and people in general. A very good positive thing to see. Thank you very much.

B. GFOA Award:

Mayor Feldman presented Finance Director Darcy Mulvihill the 2017 Certificate of Achievement for Excellence in Financial Reporting. This is the 7th year in a row the City has received this award.

7. **PUBLIC HEARING**

None

8. **OLD BUSINESS**

A. Animal Control Contract -

Feldman reported it came down to three vendors but one in no longer in business, Quiet Oaks. We have done a lot of research on this along with Attorney Dave Schaps and City Administrator Joe Kohlmann. Comes down to two contracts we will make a decision on either Gratitude Farms or North Metro Animal Care and Control who branched off from Dover Kennel.

Udvig stated we have done a lot of research on this and meet with people. Whomever we go with everyone needs to respect each other and respect our decision. Respect each other on social media too.

Bauer said he also did his research. Called numerous cities and the ones I called renewed their contracts with Gratitude Farms. They size dogs to the kennels, both places love their dogs. I do like flat rates. I don't care for Dover changing the contract and not following our contract. They sent in their own. Spoke with the Police Chief and asked if there were complaints on Gratitude Farms. Chief Schwieger responded by saying, no complaints to his understanding.

Muehlbauer agree with Udvig and appreciated the comments from the residents.

Robinson again stated whoever gets chosen be respectful. Social media does have their place and this was not the place. I looked at cost, I like the open kennel. Whomever we choose they need to follow our contract and represent our city. I went on both of their websites and one is more user friendly. We would like to have our ACO to be user friendly. The reason North Metro split from Dover Kennels so they could have a more animal control side and a commercial boarding side. I made some phone calls too and talked to some cities as well.

Feldman read from the packet on the different cost for the previous years on what the city spent. Andover renewed with Dover Kennel now North Metro. Oak Grove went with North Metro. The attorney looked over the contracts. What I don't like is someone who didn't take credit cards now they take them. Didn't have hours posted now they do. This one company did all that from the beginning. I don't like the flat fee because if they are no calls we still have to pay. Plus the residents are paying more. North Metro only charges when there is an animal not claimed. Like I said earlier I had our attorney look over this contract. If our residents are telling us to go with someone different, we owe it to our residents to listen to them. It has been a year of misery on social media over this topic.

MOTION BY ROBINSON SECOND UDVIG APPOINT NORTH METRO ANIMAL CARE AND CONTROL FOR A ONE-YEAR CONTRACT SUBJECT TO FINAL APPROVAL TO FORM BY CITY ATTORNEY.
Bauer stated he probably should abstain. He may have conflict being North Metro is a non-profit, I belong to a non-profit and they donated money to our nonprofit therefore, I will abstain. Motion carried 4-0. Bauer abstained.

9. **NEW BUSINESS**

A. DEED Grant – Resolution 2019-02 Local Match for a Redevelopment Grant Program

Thunstrom reported staff has been working with the property owners at 3731 Bridge Street since June 2017 in regards to the property condition. Through these discussions, the property owners have decided to sell the property to the City of St. Francis EDA for the proposes of structure demolition and redevelopment of the site. This process is still moving forward through legal descriptions and title work clarifications. I will be bringing this along with a resolution for them to approve at the EDA tomorrow night. Reviewing the DEED Redevelopment Grant, staff feels that the city may have an opportunity to utilize this program for costs associated with acquisition, demolition and infrastructure. A resolution is required to submit for the matching grant. Staff is requesting $225,000 grant.

Robinson stated the puzzle pieces are coming together. Could we receive only a partial grant?

Thunstrom said yes. It would limit us on what we can do.

Robinson asked where would the matching funds come from.

Thunstrom stated the City Council awarded this project $225,000 as a transfer from the Bottle Shop on November 6, 2017. If we do not get the full amount, we will not be able to do as much.

Bauer asked should this be contingent upon the EDA's approval. Thunstrom said the deadline is before the next council meeting. Both the City Council and EDA need to pass a resolution.

Udvig said she feels we should move forward.

Feldman said this is part of our St. Francis Forward.

MOTION BY BAUER SECOND MUEHLBAUER TO ADOPT RESOLUTION 2019-02 A RESOLUITION FOR APPLICATION SUMMISSION AND COMMITMENT OF LOCAL MATCH FOR A REDEVELOPMENT GRANT APPLICATION TO THE MINNESOTA DEPARTMENT OF EMPLOYMENT AND ECONOMIC DEVELOPMENT. Motion carried 5-0.

B. Schedule Work Session

Kohlmann stated we are looking to schedule two work sessions. The first one would be to discussion on the city building report. The council decided to schedule that work session for Tuesday, January 29, 2019 at city hall starting at 5:30 pm.

The second work session is a training provided by the League of MN Cities. That work session was scheduled for Monday, March 11, 2019 at city hall starting at 6:00 pm.

C. Audio Equipment

Kohlmann reported that he and Council member Joe Muehlbauer have been working on a way to improve the City's audio quality at the City Council meetings. Due to the complexity of what is needed due to the fact it is not hardwired into the building there are not many options. Some equipment we found that may work is backordered. However, once the City were to open the equipment and if we return it back to the vendor there would be a $500 restocking fee.

Discussion on whether or not pursue this option, suggested talking again to the school district on what they do, bringing a vendor out or keep trying to look for other options. The council had some reservation on the $500 restocking fee. Question was also raised is the restocking fee on each individual item? After more discussion, it was decided to keep looking into sound equipment.

10. **MEETING OPEN TO THE PUBLIC**

None

11. **REPORTS**

St. Francis Bottle Shop

Kohlmann reported there has been a request to be able to close the Bottle Shop from noon to 5:00 pm this Saturday so the employees can attend a funeral. After council discussion and consideration, they agreed due to the circumstances to close the Bottle Shop until 5:00 pm allowing all employees to be able to attend the funeral. MOTION BY MUEHLBAUER SECOND BAUER CLOSING THE ST. FRANCIS BOTTLE SHOP UNTIL 5:00 PM ON SATURDAY, JANUARY 26TH. Motion carried 5-0.

A. Community/Economic Development Annual Report

Community Development Director Kate Thunstrom gave a detailed report on her department that includes Building Code and Inspections, Planning and Zoning, Economic Development, Communications, Code enforcement, Rental and Vacant Housing programs along with other administrative activities. The report includes activities performed in each of the areas for 2018. Thunstrom also stated that work continues on the redevelopment plan to encourage activity and growth that aligns with the city goals and vision.

The council had questions and discussion on the different areas of the report. The council thanked Thunstrom for the informative detailed report.

Public Works – Monthly and Annual Report

Public Works Director Paul Teicher gave a brief overview of the monthly reports and also the annual report for the Streets, Parks, Water and Wastewater departments. The full report was included in the council packet. The council thanked Teicher for the great report, concise and easy to read.

B. Councilmember Reports-

Udvig reported she attended the school board meeting last Monday evening. Wanted to welcome the new school board members. Also attended the middle school Velocity Show Choir great to see both Annie and Kaia were there. Kaia was able to walk a short distance and that is thanks to the people that received the awards tonight.

Bauer just wanted to say how important it is to get the Pederson and Hwy 47 intersection fixed. Just a few days ago, there was another accident there that involved vehicles. We need to keep pushing to have that intersection changed. Number one on my priority list this year.

Muehlbauer reported he would continue to work on the audio issue.

Robinson thanked everyone again for the opportunity to be here. As appointed by the Mayor he will be attending the Planning Commission meetings. I look forward in doing that. I just want to let people know that these people work really hard behind the

scenes. I have been exposed to other communities and the work they do and work they don't do between work sessions and what not. This is one of the hardest working government entities of small cities that I have seen as a civilian, citizen and participant. Just be aware these guys are earning their money. Regarding the ACO contract that was approved can we make that part of Nixle, Facebook or dispatch to utilize that for Dover, to help promote. Kohlmann said Nixle has very specific clear parameters on what type of notifications we would use it for. Robinson said any communication is good communication.
Regarding the Hwy 47 and Pederson Drive intersection I did contact Congressman Emmer's office and one of his staff got back to me and they are looking into some grants and other things. Seems to be we are getting all hands on deck, which is a good thing.

Feldman asked the Police Chief if he had a count on the number of people that have signed up for Nixle. Chief Schwieger said he did not know the current count. A couple months ago, it was over 700.

Feldman stated in regards to closing the liquor store early I would suggest putting up signs indicating the store would be closed until 5:00 pm.

Feldman spoke on the Hwy 47 corridor and how important that corridor improvement is and that how important that is to have the improvement moved up from 2025 to 2021, that is huge. They have to follow policies and procedures too. Please go on our website to follow the MnDOT link. Will include all their updates. This is going to be a process and temporary things already have been done. I wish things would get done faster but it can't. We have been working on this intersection for years. But because of the accident and Annie and Kaia, and their sacrifice I would like possibly putting up some type of plaque with their names on it. I don't want this flame dying out. Feldman also wanted to remind people when you push the crosswalk button wait before you cross the street. Make sure the cars see the flashing lights before you cross the intersection. The accident last week only involved vehicles and no pedestrians. I believe dealing with Hwy 47 and being proactive and not wait until a fatal accident happens. We are spending money more wisely and getting more bang for the buck. That was not done here before but now it is.

Reminder the city offices will be closed Monday, February 18th for Presidents Day, Council meeting Tuesday, February 19th and Planning Commission meeting on the 20th. Daylight is getting longer so there is hope summer is coming.

Craig Saver spoke and said he was told he was under new business on the agenda this evening for his pawn shop license. Thunstrom stated the license application was under the consent agenda that was approved earlier. Council welcomed him to the city.

C. Upcoming Events -

Jan 26 St. Francis Chamber of Commerce Annual Dinner @ The Refuge 6:00 pm
Feb 4 City Council Meeting @ St. Francis Area Schools District Office 6:00 pm
Feb 18 City Offices Closed – Presidents Day
Feb 19 City Council Meeting @ St. Francis Area Schools District Office 6:00 pm
Feb 20 Planning Comm. Meeting @ St. Francis Area Schools District Office 7:00 pm

12. **ADJOURNMENT**

There being no further business, Mayor Feldman adjourned the regular city council at 7:15 pm.

Barbara I. Held, City Clerk

City of St. Francis

CITY COUNCIL
AGENDA REPORT
Agenda Item #:
4 B

TO: Joe Kohlmann, City Administrator

FROM: Darcy Mulvihill, Finance Director

SUBJECT: **Bill List to be considered by Council**

DATE: 01/31/2019

OVERVIEW:

Attached are the bills received since the last council meeting. Total checks to be written are $90,654.82 plus any additional bills that are handed out on Monday night. Debt service payments of $148,839.47 which are due 2/20/2019.

ACTION TO BE CONSIDERED:

Approved under consent agenda to allow 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:

- 02-04-2019 Packet List
- 02-04-2019 Other Checks

01/31/2019 3:27 pm

City of St. Francis

PAYMENT BATCH AP 02-04-19

ANOKA COUNTY TREASURY DEPT.					
01/22/2019	B190116P	E 101-42110-321	Telephone	FEB 2019 BROADBAND	37.50
01/22/2019	B190116P	E 101-42210-321	Telephone	FEB 2019 BROADBAND	37.50
01/22/2019	B190116P	E 101-43100-321	Telephone	FEB 2019 BROADBAND	37.50
01/22/2019	B190116P	E 101-45200-321	Telephone	FEB 2019 BROADBAND	37.50
01/22/2019	B190116P	E 601-49440-321	Telephone	FEB 2019 BROADBAND	37.50
01/22/2019	B190116P	E 602-49490-321	Telephone	FEB 2019 BROADBAND	37.50
					$225.00
ARK TOWING AND RECOVERY					
01/23/2019	90017	E 101-42110-441	Miscellaneous	2013 KIA OPTIMA	132.00
					$132.00
ASPEN MILLS					
01/24/2019	230666	E 101-42210-437	Uniform Allowance	UNIFORMS-SCHWIEGER T	263.20
					$263.20
BERNICK COMPANIES, THE					
01/24/2019	477380	E 609-49751-252	Beer For Resale	BEER	663.10
					$663.10
BREAKTHRU BEVERAGE					
11/30/2018	2080220948	E 609-49751-254	Miscellaneous Merchandise	MISC	(28.46)
01/24/2019	1080920635	E 609-49751-206	Freight and Fuel Charges	FREIGHT	56.10
01/24/2019	1080920635	E 609-49751-251	Liquor For Resale	LIQUOR	3,570.97
01/24/2019	1080920635	E 609-49751-254	Miscellaneous Merchandise	MISC	103.95
01/24/2019	1080920636	E 609-49751-206	Freight and Fuel Charges	FREIGHT	1.65
01/24/2019	1080920636	E 609-49751-253	Wine For Resale	WINE	43.33
					$3,747.54
CINTAS					
01/22/2019	4015382808	E 101-41940-402	Janitorial Service	RUGS	16.16
01/22/2019	4015382809	E 609-49750-219	Rug Maintenance	RUG MAINTENANCE	16.07
01/22/2019	4015382847	E 602-49490-417	Uniform Clothing & PPE	UNIFORMS	15.00
					$47.23
CITY EMPLOYEES UNION, LOCAL #3					
01/30/2019	1302019	G 101-21707	Union Dues	FEB 2019 MAINT UNION DUES	47.00
					$47.00
CLAREYS SAFETY EQUIPMENT, INC.					
01/24/2019	181069	E 210-42210-580	C-O-L Other Equipment	EQUIPMENT & SUPPLIES	20,284.32
					$20,284.32
COLONIAL INSURANCE					
01/25/2019	7129661-0205174	G 101-21712	Colonial Insurance	FEBRUARY INSURANCE	415.13
					$415.13
DAHLHEIMER DIST. CO. INC.					
01/22/2019	198856	E 609-49751-252	Beer For Resale	BEER	(93.85)
01/23/2019	1397021	E 609-49751-252	Beer For Resale	BEER	7,776.77
01/23/2019	1397021	E 609-49751-255	N/A Products	NA	36.80
					$7,719.72
DELTA DENTAL					
01/15/2019	7534342	G 101-21711	Dental Insurance	2019 PREMIUM	1,255.00
					$1,255.00

ECM PUBLISHERS, INC.					
01/18/2019	664150	E 101-41120-352	General Notices and Pub Info	ANNUAL CHARTER MEETING	26.88
					$26.88
EMERGENCY AUTOMOTIVE TECH. INC					
01/18/2019	SVC26976	E 101-42110-221	Vehicle Repair & Maintenance	2011 DODGE CHARGER	624.07
					$624.07
FAHRNER ASPHALT SEALERS, LLC					
01/28/2019	012919	E 101-43100-406	Asphalt Repair & Maint	COON RAPIDS 18-5C	335.53
					$335.53
HAKANSON ANDERSON ASSOC., INC.					
12/31/2018	41300	G 803-22145	ESC-School-SITE PLAN	ISD #15	206.00
12/31/2018	41300	G 803-22164	Esc-Northrup Grumman	NORTHRUP GRUMMAN	436.35
12/31/2018	41301	G 803-22154	ALS-WOODHAVEN COND USE	SF240 WOODHAVEN 6TH	261.25
12/31/2018	41302	G 803-22043	Esc-Laketown Homes	SF241 RIVERS EDGE	3,205.67
12/31/2018	41307	E 101-42400-303	Engineering Fees	BLDG PERMIT REVIEWS	412.00
01/18/2019	41384	G 803-22159	ESC-DENKER	DENKER PROPERTY	249.68
01/18/2019	41384	G 803-22163	ESC-ANDERSON-LOT SPLIT	ANDERSON LOT SPLIT	103.00
01/18/2019	41385	G 803-22154	ALS-WOODHAVEN COND USE	SF240 WOODHAVEN 6TH	237.50
01/18/2019	41386	G 803-22043	Esc-Laketown Homes	SF241 RIVERS EDGE	237.50
01/18/2019	41391	E 101-42400-303	Engineering Fees	BLDG PERMIT REVIEWS	103.00
					$5,451.95
HAWKINS, INC.					
01/11/2019	4427937	E 601-49440-216	Chemicals and Chem Products	CHEMICALS	472.11
01/11/2019	4429340	E 602-49490-216	Chemicals and Chem Products	CHEMICAL	4,927.72
					$5,399.83
HERC-U-LIFT					
01/15/2019	W397889	E 101-43100-218	Equipment Repair & Maintenance	ENVIRONMENTAL FEE & SUPPLI	51.36
					$51.36
INNOVATIVE OFFICE SOLUTIONS, L					
01/16/2019	IN2366240	E 101-42110-200	Office Supplies	OFFICE SUPPLIES	76.51
01/16/2019	IN2366240	E 101-43100-200	Office Supplies	OFFICE SUPPLIES	34.95
01/18/2019	IN2370111	E 101-42210-200	Office Supplies	OFFICE SUPPLIES	27.47
01/21/2019	IN2371765	E 101-42110-200	Office Supplies	OFFICE SUPPLIES	18.47
01/21/2019	IN2371765	E 101-43100-200	Office Supplies	OFFICE SUPPLIES	48.72
01/23/2019	IN2375690	E 101-41400-200	Office Supplies	OFFICE SUPPLIES	68.37
					$274.49
JJ TAYLOR DISTRIBUTING					
01/23/2019	2935597	E 609-49751-206	Freight and Fuel Charges	FREIGHT	3.00
01/23/2019	2935597	E 609-49751-252	Beer For Resale	BEER	458.55
					$461.55
JOHNSON BROS WHLSE LIQUOR					
01/23/2019	1205211	E 609-49751-206	Freight and Fuel Charges	FREIGHT	61.23
01/23/2019	1205211	E 609-49751-251	Liquor For Resale	LIQUOR	2,915.40
01/23/2019	1205212	E 609-49751-206	Freight and Fuel Charges	FREIGHT	17.27
01/23/2019	1205212	E 609-49751-253	Wine For Resale	WINE	589.15
					$3,583.05
KIMS KLEANING					
01/30/2019	5614	E 101-45000-402	Janitorial Service	COMMUNITY CENTER	100.00
01/30/2019	5615	E 101-43100-402	Janitorial Service	PUBLIC WORKS	181.25
01/30/2019	5615	E 101-45200-402	Janitorial Service	PUBLIC WORKS	181.25
01/30/2019	5615	E 601-49440-402	Janitorial Service	PUBLIC WORKS	181.25
01/30/2019	5615	E 602-49490-402	Janitorial Service	PUBLIC WORKS	181.25
01/30/2019	5616	E 601-49440-402	Janitorial Service	WATER TREATMENT PLANT	200.00
01/30/2019	5617	E 101-42110-402	Janitorial Service	POLICE DEPARTMENT	900.00
01/30/2019	5618	E 602-49490-402	Janitorial Service	WASTE WATER PLANT	275.00
01/30/2019	5619	E 101-42210-402	Janitorial Service	FIRE DEPT GENERAL CLEANINC	75.00
01/30/2019	5620	E 101-42210-402	Janitorial Service	FIRE DEPT CARPETS & TILE FLC	850.00
01/30/2019	5621	E 101-43100-402	Janitorial Service	PUBLIC WORKS SCRUB FLOOR:	100.00
01/30/2019	5621	E 101-45200-402	Janitorial Service	POLICE DEPT SCRUB FLOORS	100.00

01/30/2019	5621	E 601-49440-402	Janitorial Service	WASTEWATER SCRUB FLOORS	100.00
01/30/2019	5621	E 602-49490-402	Janitorial Service	WASTEWATER SCRUB FLOORS	100.00
01/30/2019	5622	E 101-41940-402	Janitorial Service	CITY HALL FLOORS	600.00
					$4,125.00
LAKE STATE REALTY SERVICES, IN					
01/18/2019	19004	E 101-41910-318	Economic Development	MARKET VALUE APPRAISAL	2,500.00
					$2,500.00
LAW ENFORCEMENT LABOR SVCS.					
01/30/2019	013019	G 101-21707	Union Dues	FEB 2019 POLICE UNION DUES	357.00
01/30/2019	133019	G 101-21707	Union Dues	FEB 2019 UNION DUES	51.00
					$408.00
LEAGUE OF MN CITIES					
01/08/2019	286552	E 101-42110-208	Training and Instruction	PATROL SUBSCRIPTION	900.00
01/23/2019	287919	E 101-41110-208	Training and Instruction	SARAH UDVIG	225.00
01/23/2019	287919	E 101-41110-208	Training and Instruction	KEVIN ROBINSON	225.00
					$1,350.00
MCDONALD DIST CO.					
01/22/2019	112-0485	E 609-49751-252	Beer For Resale	BEER	(128.80)
01/22/2019	476408	E 609-49751-252	Beer For Resale	BEER	5,240.15
01/22/2019	476418	E 609-49751-252	Beer For Resale	BEER	(12.92)
					$5,098.43
MCFOA					
01/29/2019	012919	E 101-41400-208	Training and Instruction	CLERKS CONFERENCE	325.00
					$325.00
MN FIRE CERTIFICATION BOARD					
01/15/2019	6359	E 101-42210-208	Training and Instruction	TRAINING & INSTRUCTION	485.00
					$485.00
MN NCPERS LIFE INSURANCE					
01/29/2019	733400022019	G 101-21713	MN Life	FEBRUARY 2019	80.00
					$80.00
MY ALARM CENTER					
02/01/2019	11726556	E 609-49750-445	Security	LIQUOR STORE ALARM	78.30
					$78.30
NORTHERN AIR CORPORATION					
01/17/2019	156670	E 602-49490-229	Project Repair & Maintenance	MUA REPAIR	332.00
					$332.00
PACE ANALYTICAL SERVICES					
01/21/2019	1912003201	E 602-49490-313	Sample Testing	SAMPLE TESTING	140.00
					$140.00
PAUSTIS WINE COMPANY					
01/21/2019	38670	E 609-49751-206	Freight and Fuel Charges	FREIGHT	2.25
01/21/2019	38670	E 609-49751-253	Wine For Resale	WINE	88.00
					$90.25
PEPSI COLA					
01/18/2019	35928106	E 609-49751-254	Miscellaneous Merchandise	MISC	263.35
					$263.35
PERMITWORKS					
01/14/2019	2019-0042	E 101-42400-310	Computer Consulting Fees	SOFTWARE SUPPORT PLAN	4,180.00
					$4,180.00
PHILLIPS WINE & SPIRITS CO.					
01/23/2019	2494337	E 609-49751-206	Freight and Fuel Charges	FREIGHT	27.48
01/23/2019	2494337	E 609-49751-251	Liquor For Resale	LIQUOR	2,573.34
01/23/2019	2494338	E 609-49751-206	Freight and Fuel Charges	FREIGHT	1.57
01/23/2019	2494338	E 609-49751-253	Wine For Resale	WINE	48.00

01/23/2019	2494339	E 609-49751-206	Freight and Fuel Charges	FREIGHT	17.27
01/23/2019	2494339	E 609-49751-254	Miscellaneous Merchandise	MISC	388.00
01/23/2019	2494339	E 609-49751-255	N/A Products	NA	64.00
					$3,119.66
QUILL CORPORATION					
01/09/2019	4196206	E 101-41400-200	Office Supplies	NAME PLATE	22.28
01/18/2019	04-2896127	E 609-49750-210	Operating Supplies	SUPPLIES	295.95
					$318.23
ROSEVILLE, CITY OF					
01/25/2019	0225552	E 101-41940-321	Telephone	JANUARY 2019 IT PHONE SVC	82.87
01/25/2019	0225552	E 101-42110-321	Telephone	JANUARY 2019 IT PHONE SVC	82.87
01/25/2019	0225552	E 101-42210-321	Telephone	JANUARY 2019 IT PHONE SVC	82.87
01/25/2019	0225552	E 101-43100-321	Telephone	JANUARY 2019 IT PHONE SVC	82.87
01/25/2019	0225552	E 101-45200-321	Telephone	JANUARY 2019 IT PHONE SVC	82.87
01/25/2019	0225552	E 601-49440-321	Telephone	JANUARY 2019 IT PHONE SVC	82.87
01/25/2019	0225552	E 602-49490-321	Telephone	JANUARY 2019 IT PHONE SVC	82.87
01/25/2019	0225552	E 609-49750-321	Telephone	JANUARY 2019 IT PHONE SVC	82.91
01/28/2019	0225589	E 101-41110-310	Computer Consulting Fees	JANUARY 2019 IT SUPPORT SEF	310.13
01/28/2019	0225589	E 101-41400-310	Computer Consulting Fees	JANUARY 2019 IT SUPPORT SEF	1,007.94
01/28/2019	0225589	E 101-41910-310	Computer Consulting Fees	JANUARY 2019 IT SUPPORT SEF	155.15
01/28/2019	0225589	E 101-42110-310	Computer Consulting Fees	JANUARY 2019 IT SUPPORT SEF	3,566.58
01/28/2019	0225589	E 101-42210-310	Computer Consulting Fees	JANUARY 2019 IT SUPPORT SEF	573.75
01/28/2019	0225589	E 101-42400-310	Computer Consulting Fees	JANUARY 2019 IT SUPPORT SEF	286.87
01/28/2019	0225589	E 101-43100-310	Computer Consulting Fees	JANUARY 2019 IT SUPPORT SEF	310.13
01/28/2019	0225589	E 101-45200-310	Computer Consulting Fees	JANUARY 2019 IT SUPPORT SEF	310.13
01/28/2019	0225589	E 601-49440-310	Computer Consulting Fees	JANUARY 2019 IT SUPPORT SEF	310.13
01/28/2019	0225589	E 602-49490-310	Computer Consulting Fees	JANUARY 2019 IT SUPPORT SEF	310.13
01/28/2019	0225589	E 609-49750-310	Computer Consulting Fees	JANUARY 2019 IT SUPPORT SEF	155.06
					$7,959.00
SHI INTERNATIONAL CORP					
01/22/2019	B09413246	E 402-41400-560	Computers	OFFICE PRO PLUS 2019	365.00
					$365.00
SOUTHERN GLAZERS OF MN					
01/24/2019	1778494	E 609-49751-206	Freight and Fuel Charges	FREIGHT	23.25
01/24/2019	1778494	E 609-49751-251	Liquor For Resale	LIQUOR	2,921.67
					$2,944.92
SPARTAN PROMOTIONAL GROUP, INC					
01/25/2019	558662	E 101-42110-308	Community Education	IMPRINTED PENS	426.22
					$426.22
SUN LIFE FINANCIAL					
01/29/2019	012919	E 101-41400-130	Employer Paid Insurance	FEB INSURANCE	224.22
01/29/2019	012919	E 101-41500-130	Employer Paid Insurance	FEB INSURANCE	141.88
01/29/2019	012919	E 101-41910-130	Employer Paid Insurance	FEB INSURANCE	80.52
01/29/2019	012919	E 101-42110-130	Employer Paid Insurance	FEB INSURANCE	815.80
01/29/2019	012919	E 101-42400-130	Employer Paid Insurance	FEB INSURANCE	73.58
01/29/2019	012919	E 101-43100-130	Employer Paid Insurance	FEB INSURANCE	175.65
01/29/2019	012919	E 101-43210-130	Employer Paid Insurance	FEB INSURANCE	39.03
01/29/2019	012919	E 101-45200-130	Employer Paid Insurance	FEB INSURANCE	175.65
01/29/2019	012919	E 601-49440-130	Employer Paid Insurance	FEB INSURANCE	49.45
01/29/2019	012919	E 602-49490-130	Employer Paid Insurance	FEB INSURANCE	49.45
01/29/2019	012919	E 609-49750-130	Employer Paid Insurance	FEB INSURANCE	138.05
					$1,963.28
THE AMERICAN BOTTLING COMPANY					
01/24/2019	3562808390	E 609-49751-254	Miscellaneous Merchandise	MISC	182.34
					$182.34
TJ ASSOCIATES					
01/17/2019	229517	E 101-42210-200	Office Supplies	BUSINESS CARDS-BRANDON B(	39.00
01/24/2019	229584	E 101-42400-200	Office Supplies	BUSINESS CARDS - PHIL	39.00
					$78.00
TOTAL REGISTER SYSTEMS, INC					

City of St. Francis

CITY COUNCIL
AGENDA REPORT
Agenda Item #:
4 C

TO: Joe Kohlmann, City Administrator

FROM: Barb Held, City Clerk

SUBJECT: Acknowledgement to Conduct Excluded Bingo

DATE: February 4, 2019

OVERVIEW:

The St. Francis Lions Club has applied for an exempt permit with the MN Gambling Control Board. The Lions Club would like to hold a bingo event at the St. Francis American Legion, Post 622 on April 6, 2019. In order for the nonprofit to conduct a lawful bingo activity they must apply through the State, receive City acknowledgment of the event and then send the signed application to the Gambling Control Board for official approval.

ACTION TO BE CONSIDERED:

A motion would be in order to acknowledge the Application to Conduct Excluded Bingo from the St. Francis Lions Club for a bingo event to be held on Aprill 6, 2019 at the St. Francis American Legion.

BUDGET IMPLICATION:

None

Attachments:

- Application from Minnesota Lawful Gambling

MINNESOTA LAWFUL GAMBLING

LG240B Application to Conduct Excluded Bingo

No Fee

ORGANIZATION INFORMATION

Organization Name: St Francis Lions

Previous Gambling Permit Number:

Minnesota Tax ID Number, if any:

Federal Employer ID Number (FEIN), if any: 41-1632197

Mailing Address: PO Box 173

City: St. Francis State: MN Zip: 55070 County: Anoka

Name of Chief Executive Officer (CEO): Monica Johnson

CEO Daytime Phone: 763-360-3612 CEO Email: MDALJOHN@MSN.COM
(permit will be emailed to this email address unless otherwise indicated below)

Email permit to (if other than the CEO):

NONPROFIT STATUS

Type of Nonprofit Organization (check one):

☐ Fraternal ☐ Religious ☐ Veterans ☒ Other Nonprofit Organization

Attach a copy of at least one of the following showing proof of nonprofit status:

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

☒ **Current calendar year Certificate of Good Standing**
Don't have a copy? This certificate must be obtained each year from:

MN Secretary of State, Business Services Division
60 Empire Drive, Suite 100
St. Paul, MN 55103

Secretary of State website, phone numbers:
www.sos.state.mn.us
651-296-2803, or toll free 1-877-551-6767

☐ **Internal Revenue Service-IRS income tax exemption 501(c) letter in your organization's name**
Don't have a copy? Obtain a copy of your federal income tax exempt letter by having an organization officer contact the IRS at 877-829-5500.

☐ **Internal Revenue Service-Affiliate of national, statewide, or international parent nonprofit organization (charter)**
If your organization falls under a parent organization, attach copies of both of the following:
1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and
2. the charter or letter from your parent organization recognizing your organization as a subordinate.

EXCLUDED BINGO ACTIVITY

Has your organization held a bingo event in the current calendar year? ☐ Yes ☒ No

If yes, list the dates when bingo was conducted:

The proposed bingo event will be:

☑ one of four or fewer bingo events held this year. Dates: 4/6/19

-OR-

☐ conducted on up to 12 consecutive days in connection with a:

☐ county fair Dates:

☐ civic celebration Dates:

☐ Minnesota State Fair Dates:

Person in charge of bingo event: Monica R Johnson Daytime Phone: 763-360-3612

Name of premises where bingo will be conducted: St Francis American Legion #622

Premises street address: PO Box 236

City: St Francis If township, township name: County: Anoka

LG240B Application to Conduct Excluded Bingo

LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)

CITY APPROVAL
for a gambling premises
located within city limits

On behalf of the city, I approve this application for excluded bingo activity at the premises located within the city's jurisdiction.

Print City Name: ______________________

Signature of City Personnel:

____

Title: ______________ Date: __________

The city or county must sign before submitting application to the Gambling Control Board.

COUNTY APPROVAL
for a gambling premises
located in a township

On behalf of the county, I approve this application for excluded bingo activity at the premises located within the county's jurisdiction.

Print County Name: ______________________

Signature of County Personnel:

____

Title: ______________ Date: __________

TOWNSHIP (if required by the county)
On behalf of the township, I acknowledge that the organization is applying for excluded bingo activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minnesota Statutes, Section 349.213.)

Print Township Name: ______________________

Signature of Township Officer: ______________________

Title: ______________ Date: __________

CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

The information provided in this application is complete and accurate to the best of my knowledge.

Chief Executive Officer's Signature: Monica R Johnson Date: 1/10/19
(Signature must be CEO's signature; designee may not sign)

Print Name: Monica R Johnson

MAIL OR FAX APPLICATION & ATTACHMENTS

Mail or fax application and a copy of your proof of nonprofit status to:

Minnesota Gambling Control Board
1711 West County Road B, Suite 300 South
Roseville, MN 55113
Fax: 651-639-4032

An excluded bingo permit will be mailed to your organization. Your organization must keep its bingo records for 3-1/2 years.

Questions?
Call a Licensing Specialist at 651-539-1900.

Bingo hard cards and bingo number selection devices may be borrowed from another organization authorized to conduct bingo. Otherwise, bingo hard cards, bingo paper, and bingo number selection devices must be obtained from a distributor licensed by the Minnesota Gambling Control Board. To find a licensed distributor, go to ***www.mn.gov/gcb*** and click on ***Distributors*** under the ***LIST OF LICENSEES*** tab, or call 651-539-1900.

This form will be made available in alternative format (i.e. large print, braille) upon request.

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota's Department of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

City of St. Francis

CITY COUNCIL
AGENDA REPORT
Agenda Item #:
4 D

TO: Joe Kohlmann, City Administrator

FROM: Barb Held, City Clerk

SUBJECT: **Acknowledgement of Exempt Gambling Permit**

DATE: February 4, 2019

OVERVIEW:
St. Francis Association of Parent and Teachers applied for an Exempt Gambling Permit with the Minnesota Gambling Control Board. The PTA would like to hold a raffle at the St. Francis Elementary School on March 23, 2019. In order for the nonprofit to conduct a lawful raffle they must apply through the State, receive City acknowledgment of the event and then send the signed application to the Gambling Control Board for official approval.

ACTION TO BE CONSIDERED:
Motion would be in order to acknowledge the Exempt Gambling Permit application from the St. Francis Association of Parents and Teachers for a raffle held on March 23, 2019 at the St. Francis Elementary School with no waiting period.

BUDGET IMPLICATION:
None.

Attachments:

MINNESOTA LAWFUL GAMBLING

LG220 Application for Exempt Permit

An exempt permit may be issued to a nonprofit organization that:

- conducts lawful gambling on five or fewer days, and
- awards less than $50,000 in prizes during a calendar year.

If total raffle prize value for the calendar year will be $1,500 or less, contact the Licensing Specialist assigned to your county by calling 651-539-1900.

Application Fee (non-refundable)

Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is **$100**; otherwise the fee is **$150**.

Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

ORGANIZATION INFORMATION

Organization Name: St. Francis Association of Parents and Teachers Previous Gambling Permit Number: ____

Minnesota Tax ID Number, if any: ____ Federal Employer ID Number (FEIN), if any: 41-1566418

Mailing Address: 22919 St. Francis Blvd

City: St. Francis State: MN Zip: 55070 County: Anoka

Name of Chief Executive Officer (CEO): Kevin Coder

CEO Daytime Phone: 651.600.7989 CEO Email: ____

(permit will be emailed to this email address unless otherwise indicated below)

Email permit to (if other than the CEO): sfe.apt@isd15.org

NONPROFIT STATUS

Type of Nonprofit Organization (check one):

☐ Fraternal ☐ Religious ☐ Veterans ☒ Other Nonprofit Organization

Attach a copy of one of the following showing proof of nonprofit status:

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

☐ **A current calendar year Certificate of Good Standing**
Don't have a copy? Obtain this certificate from:
MN Secretary of State, Business Services Division
60 Empire Drive, Suite 100
St. Paul, MN 55103
Secretary of State website, phone numbers:
www.sos.state.mn.us
651-296-2803, or toll free 1-877-551-6767

☒ **IRS income tax exemption (501(c)) letter in your organization's name**
Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.

☐ **IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)**
If your organization falls under a parent organization, attach copies of both of the following:
1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and
2. the charter or letter from your parent organization recognizing your organization as a subordinate.

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): St. Francis Elementary

Physical Address (do not use P.O. box): 22919 St. Francis Blvd

Check one:

☒ City: St. Francis Zip: 55070 County: Anoka

☐ Township: ____ Zip: ____ County: ____

Date(s) of activity (for raffles, indicate the date of the drawing): 3/23/2019

Check each type of gambling activity that your organization will conduct:

☐ Bingo ☐ Paddlewheels ☐ Pull-Tabs ☐ Tipboards ☒ Raffle

Gambling equipment for bingo paper, bingo boards, raffle boards, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo ball selection devices may be borrowed from another organization authorized to conduct bingo. To find a licensed distributor, go to ***www.mn.gov/gcb*** and click on ***Distributors*** under the ***List of Licensees*** tab, or call 651-539-1900.

LG220 Application for Exempt Permit

LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)

CITY APPROVAL
for a gambling premises
located within city limits

☐ The application is acknowledged with no waiting period.

☐ The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).

☐ The application is denied.

Print City Name: ____________________

Signature of City Personnel: ____________________

Title: ____________________ Date: ____________

The city or county must sign before submitting application to the Gambling Control Board.

COUNTY APPROVAL
for a gambling premises
located in a township

☐ The application is acknowledged with no waiting period.

☐ The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.

☐ The application is denied.

Print County Name: ____________________

Signature of County Personnel: ____________________

Title: ____________________ Date: ____________

TOWNSHIP (if required by the county)
On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.213.)

Print Township Name: ____________________

Signature of Township Officer: ____________________

Title: ____________________ Date: ____________

CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the event date.

Chief Executive Officer's Signature: Kevin Coder Date: 22JAN19
(Signature must be CEO's signature; designee may not sign)

Print Name: Kevin Coder

REQUIREMENTS

Complete a separate application for:
- all gambling conducted on two or more consecutive days; or
- all gambling conducted on one day.

Only one application is required if one or more raffle drawings are conducted on the same day.

Financial report to be completed within 30 days after the gambling activity is done:
A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.

Your organization must keep all exempt records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).

MAIL APPLICATION AND ATTACHMENTS

Mail application with:

____ a copy of your proof of nonprofit status; and

____ application fee (non-refundable). If the application is postmarked or received 30 days or more before the event, the application fee is **$100**; otherwise the fee is **$150**. Make check payable to **State of Minnesota**.

To: Minnesota Gambling Control Board
1711 West County Road B, Suite 300 South
Roseville, MN 55113

Questions?
Call the Licensing Section of the Gambling Control Board at 651-539-1900.

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota's Department of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

This form will be made available in alternative format (i.e. large print, braille) upon request.

An equal opportunity employer

City of St. Francis

CITY COUNCIL
AGENDA REPORT
Agenda Item #:
4 E

TO: Joe Kohlmann, City Administrator

FROM: John Schmidt, Liquor Store Manager

SUBJECT: **Part Time Liquor Store Clerk**

DATE: February 4, 2019

OVERVIEW:
The Bottle Shop posted an ad for part time clerks in League of MN Cities website and the City's website. After interviews, a background check was completed on the top candidate, Kristi Neubauer.

ACTION TO BE CONSIDERED:
We received a successful background check; therefore, staff is recommending hiring Kristi Neubauer as a Part time Liquor Store Clerk.

BUDGET IMPLICATION:
There will be little to no additional budget implications, as the new hire will be working hour's already assigned to current employees. Not adding shifts.

Attachments:

City of St. Francis

CITY COUNCIL
AGENDA REPORT
Agenda Item #:
9 A

TO: Mayor & City Council

FROM: Dave Schmidt, Fire Chief

SUBJECT: **Declaring Surplus Property- Engine 1**

DATE: 02-04-2019

OVERVIEW:

The current Fire Department Fleet consists of Engine 1, Engine 2, Tanker 1, Tanker 2, Rescue 1, Grass 1 and a UTV. Engine 1 is a 1993 Spartan Fire Engine that has a seating capacity of 10 firefighters and 1,000 gallons of water.

Engine 1 in the capital plan has already been determined as "not scheduled for replacement" due to our long term apparatus replacement strategy to replace Tanker 2 with a Pumper/Tanker similar to the investment made with Tanker 1, which would allow us to cross purpose our fleet to highest extent, and ultimately save significant dollars in the capital plan by not adding the replacement cost of Engine 1.

In 2018 we moved Engine 1 out of the Fire Station, and it is currently being stored at Public Works. We made this decision for a number of reasons. First, over the course of the last 2 years (2017 and 2018) Engine 1 was utilized on only 2 fire responses during that time. Second, Engine 1 is still required to be pump tested, ladder tested, and have all of its hose tested. These performance testing standards are costly, and provide no return on the investment due to the lack of use. Third, when the SCBA's were purchased in 2017, the SCBA mounting brackets will not accommodate the purchased SCBA's, again to invest the type of money required to retro fit the SCBA mounting brackets, the return on the investment would minimal at best.

With our current fleet, we are still able to meet the needs and expectations of the community. We have a plan in place through the capital plan to enhance our capabilities in a responsible and cost effective manner.

The projected value of Engine 1 would be 10,000 dollars or less.

Action to be considered:

Motion to accept declaring Engine 1 surplus property

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

RESOLUTION 2019-04

A RESOLUTION DECLARING SURPLUS PROPERTY AND AUTHORIZING THE DISPOSAL OF SAID PROPERTY

WHEREAS, Section 8-7-3 of the St. Francis City Code entitled "Disposal of Excess Property" outlines the procedure for disposal of City owned property; and

WHEREAS, pursuant to Section 8-7-3, the City has identified property owned by the City that is no longer needed for municipal service; and

WHEREAS, by the City Council of the City of St. Francis that the following Fire Department property is hereby classified as surplus property, with the approximate value said property assigned as follows:

Surplus Property	**Estimated Value**
Engine #1 1993 Spartan Fire Engine	$10,000 or less

ADOPTED BY THE CITY COUNCIL OF THE CITY OF ST. FRANCIS THIS 4th DAY OF FEBRUARY, 2019.

APPROVED:

ATTEST:

____
Steven D. Feldman, Mayor

____
Barbara I. Held, City Clerk

City of St. Francis

CITY COUNCIL
AGENDA REPORT
Agenda Item #:
9B

TO: Mayor & City Council

FROM: Joe Kohlmann, City Administrator

SUBJECT: **Oak Grove Wastewater Agreement**

DATE: February 4th, 2019

OVERVIEW:

Staff received comments from Oak Grove concerning the wastewater agreement. Substantively the major changes are as follows:

1) Many of the testing requirements were removed. It was anticipated that Oak Grove had a lift station that they could attach simple hardware for the sampling of the wastewater. It was determined this is not the case. It was replaced with a provision that provides St. Francis access to test the wastewater as needed. The City Engineer pointed out that it is not typical for the City to test specific neighborhoods within the City.

2) Oak Grove is requesting to make two payments of $50,000. On January 1st of 2020 and 2021.

3) Aside from the 180 cancellation of service provision, an additional provision was added that would allow mutual agreement to terminate the contract. This would accommodate a longer time frame if Oak Grove were to construct anything in the future.

4) There is a provision that requests that the City of St. Francis will not sign or support a petition for annexation.

5) Most of the language changes were for clarification. "Blue" revisions are from Oak Grove and "Red" revisions are St. Francis Staff revisions.

Requested Action:

Discuss and a motion to approve sending the contract to Oak Grove with any other revisions.

SEWER WASTEWATER SERVICE AND PURCHASE AGREEMENT

THIS CONTRACT, made and entered into this __________ day of ________________, 2019, hereinafter referred to as "Effective Date," by and between the City of Saint Francis, a municipal corporation located in Anoka County, Minnesota, hereinafter referred to as "Seller," and the City of Oak Grove, a municipal corporation located in Anoka County, Minnesota, hereinafter referred to as "Purchaser."

WITNESSETH:

That the said parties, in consideration of the mutual covenants and agreements hereinafter set forth, have agreed to and with each other as follows:

1. Term of Contract

A. This contract shall be for a Term of twenty (20) years from the date of the Effective Date listed above, unless terminated earlier as hereinafter provided. This contract may be terminated pursuant to the provisions of Section 8, or may be terminated upon one hundred and eighty (180) days' written notice by either party if federal or state laws or regulations are enacted or promulgated which substantially affect rights, duties or obligations of either party, or both parties, under this contract.

2. Sewer Waste Water Service

A. Seller hereby agrees to allow Purchaser to connect to Seller's wastewater collection and processing system, hereinafter referred to as "Waste Water Treatment Facility" or "WWTF," in order to service "The Ponds Development Area," as defined in paragraph C below, at rates governed by Section 3. The cost of extending a sewer service main and connecting to the WWTF shall be borne by, and be the responsibility of, Purchaser. As long as all terms and conditions of this contract are complied with, Seller will exercise best efforts to provide sanitary sewer collection system up to the connection point between its WWTF and The Ponds Development Area. The connection point shall be defined as manhole "O" which is represented on sheet 33 of 41 of the Record Plans for the 2015 Bridge Street Utility Improvements as shown in Exhibit B.

B. Sewer waste water service under this contract will be provided by the Seller to the Purchaser, and not to a separate entity or person including the residents of the Ponds subdivision. The Purchaser will be responsible for payment to the Seller for sewer wastewater services under this contract. The Purchaser shall be responsible for any billings to end users of the sewer wastewater services in The Ponds Development Area.

C. A sewer wastewater service district is established, hereinafter referred to as "The Ponds Development Area" (see "Exhibit A" for legal description of). Sewer wastewater service will be provided only to The Ponds Development Area as provided in this contract. The Purchaser may request, and the Seller shall consider, an expansion of The Ponds Development Service Area and the extension of services to such additional areas. In addition, the Purchaser may allow up to an additional ten (10) single family residential homes located within the Ponds Development Area to connect to the WWTF.

Sewer wastewater service shall be for residential uses only. Sewer wastewater service outside of The Ponds Development Area may be permitted upon the mutual agreement of both the Seller and the Purchaser.

D. Other or Expanded Users. The parties agree that as of the effective date of this Agreement there are no other users than single family residential within The Ponds Development Service Area. Seller reserves the right to refuse to enter a service agreement with any Other or Expanded Users. Sewer wastewater service outside The Ponds Development Area may be permitted upon the mutual agreement of both the seller and purchaser.

The parties agree that this contract shall apply to residences located within The Ponds Development Area, as may be modified from time to time. Seller agrees that it will not unreasonably withhold its consent to a requested expansion of the service area, providing that the WWTF and collection system is reasonably adequate to provide conveyance and treatment for the additional area. This would also include consideration of public, institutional, commercial or industrial uses.

3. Rates

A. Seller hereby agrees to provide sewer wastewater service to Purchaser at a sewer base rate and usage fee rate equivalent to that charged to the residents of St. Francis. As of the effective date of this agreement, the City of St. Francis charges a monthly base rate, a monthly usage rate based on water consumption and offers the "Lookback Program" to St. Francis residents. This may be amended from time to time and all rates charged to The Ponds Development will be consistent with the rates charged to St. Francis residents for the duration of this agreement.

B. Seller may adjust its sewer wastewater rates to reflect increased costs of Seller's sewer wastewater processing, including cost of power, wastewater treatment, wastewater treatment chemicals and other direct and indirect costs related to the processing of waste water, as well as overall increases in direct, indirect, administrative and other costs of wastewater processing, including, but not limited to: labor; supplies; construction; repair; improvement; fuel; power; transportation; employee benefits; contractual services; replacement; treatment plant construction and maintenance; and general administrative expenses. Seller will provide written notice of any proposed rate or fee adjustment to Purchaser at least thirty (30) days prior to the proposed effective date of such adjustment, and shall afford Purchaser the opportunity to comment. Seller acknowledges and agrees that Purchaser may notify all sewer service users in The Ponds Development Area of any proposed rate adjustments, and that such users will also be afforded a reasonable opportunity for comment.

C.
Purchaser shall pay Seller the following:

(1) One Hundred Thousand dollars ($100,000), payable in two (2) installments of $50,000 paid on or before January 1st of 2020 and 2021. Such payments shall fully satisfy any and all connection, availability or similar up-front charges or fees that might otherwise be due or owed for existing sewer connections in The Ponds Development Area as of the date of this contact.

(2) $4,284 for any new sewer connections made within The Ponds Service Area upon full execution of this agreement, provided that such connection charge amount is subject to change per the St. Francis Fee Schedule set annually, but will reflect the same Sewer Access Charge that is charged

in the City of St. Francis. The parties acknowledge and agree that Purchaser will collect this payment amount, prior to or at the time of connection, from each newly connected user of the WWTF and will pay Seller within 30 days of collection.

4. Sewer Wastewater System Facilities

A. Initial Construction: Purchaser will purchase, install and maintain at its own expense, all sanitary sewer system components plus all equipment necessary to connect Purchaser's sanitary sewer to Seller's wastewater collection system. Seller shall review and approve all construction plans for any portion of the system located within St. Francis City limits.

B. The Purchaser shall be responsible for the operation, repair and maintenance of the sewer wastewater collection system and equipment within The Ponds Development Area, to the point of connection to the Seller's wastewater collection system. All such equipment and facilities shall conform to the applicable laws and regulations of the State of Minnesota and the United States, including the Minnesota Department of Health and Minnesota Pollution Control Agency. Purchaser shall also be responsible for all testing, flow monitoring, and all analytical work for the sewer wastewater collection system within The Ponds Development, as required by the Minnesota Pollution Control Agency, or other regulatory agency as may be subject to change. Purchaser shall be responsible for any penalties or violation fees from the Minnesota Pollution Control Agency or other similar agency if such penalties or violation fees are due to Purchaser's action or inaction. Purchaser shall also be responsible for any current or future fees from the extension or expansion of the collection system, imposed by the Minnesota Pollution Control Agency or other similar agency.

C. The Purchaser shall keep reliable records of sewer wastewater main construction and a current list of the number of connections. Such records shall be subject to reasonable inspection by representatives of the Seller.

D. Purchaser shall provide a certified collection system operator as required by the Minnesota Pollution Control Agency.

E. Purchaser agrees to provide Seller with right of access for wastewater sampling and monitoring as needed.

5. Meter Reading and Billing

A. Monthly readings of the master drinking water meter measuring total flow from The Ponds Development Area to Seller's WWTF shall be made by the Purchaser and Seller on the last working day of each month. The parties shall reasonably cooperate in scheduling such readings. Billings by the Seller shall be mailed to the Purchaser on or before the tenth (10th) day of the following month and payment on such bills shall be made by the Purchaser to the Seller on or before the twentieth (20th) day of that month at the address provided in Section 10.

B.

C. Infiltration and Inflow: Purchaser will cooperate with Seller and all applicable agencies to eliminate infiltration and inflow into facilities serving The Ponds Development Area.

Purchaser shall monitor infiltration and inflow during routine maintenance and review of the collection system and report any findings of the infiltration and inflow to the Seller immediately.

6. Liability of Seller

Except as provided in paragraph 7, the Seller shall not be liable to Purchaser for reasonable interruption in service, or for failure to deliver sewer wastewater processing resulting from the failure of capacity, inability to secure necessary processing materials, breakdown or damage to processing, pumping, transmission, storage or collection facilities, work stoppage or other conditions beyond the control of the Seller.

7. Indemnification

The Seller agrees to indemnify and hold the Purchaser harmless from any and all claims or demands for damages arising out of or which may result from the WWTF and service supplied pursuant to this contract, except as may arise out of or result from facilities under the Purchaser's ownership and control, and from the use, installation, maintenance, modification and repair of its facilities, and from any and all claims arising from the interruption of service, sewer back-ups, or termination of service arising out of or resulting from its WWFT.

The Purchaser agrees to indemnify and hold the Seller harmless from any and all claims or demands for damages arising out of or which may result from facilities under the Purchaser's ownership and control, and from the use, installation, maintenance, modification and repair of its facilities and from any and all claims arising from the interruption of service, sewer back-ups, or termination of service arising out of such facilities.

8. Termination and Default

Either party shall have the right to terminate the water service provided to the Purchaser by the Seller in the event that the other party fails to comply with any of the terms and conditions of this contract upon one hundred eighty (180) days written notice, such written notice to be provided in accordance with Section 10. In the event the Purchaser fails to pay charges lawfully due to the Seller under the terms of this contract, this shall constitute default of the contract by the Purchaser and the Seller shall have the right to terminate sewer wastewater service. However, such service may be terminated only after reasonable notice to the Purchaser, and the Purchaser shall have a reasonable opportunity after such notice to correct and cure any condition which is cited by the Seller as a cause for termination of sewer wastewater service. The Seller and Purchaser can also agree to a mutually approved date for early termination of this contract.

9. Annexation.

Nothing herein changes the parties' annexation rights pursuant to applicable law provided, however, that Seller shall not petition for annexation of The Ponds Development Area or other areas of Oak Grove, nor support a petition for such annexation by residents in such area. Moreover, the parties acknowledge and agree that all wastewater facilities in The Ponds Development Area are owned by Purchaser and that Purchaser would need to consent to and convey such assets to Seller in order for Seller to assume ownership thereof. Any agreements related to annexation of The Ponds Development Area would need to be written and executed by all parties thereto. No oral agreement or understanding concerning this subject will be valid or enforceable.

10. Enforcement and Attorneys' Fees

In the event that either party to this contract shall bring a claim to enforce any rights hereunder, the prevailing party shall be entitled to recover costs and reasonable attorneys' fees incurred as a result of such claim.

11. Notices

All notices hereunder must be in writing and shall be deemed validly given if delivered personally or if sent by certified mail, return receipt requested, addressed as follows (or any other address that the party to be notified may have designated to the sender by like notice):

If to Seller:

City of St. Francis
Attn: Public Works Director
4058 St. Francis Blvd. NW
St. Francis, MN 55070

If to Purchaser:

City of Oak Grove
Attn: City Administrator
19900 Nightingale Street NW
Oak Grove, MN 55011

12. Authority

Each of the individuals executing this contract on behalf of the Seller or the Purchaser represents to the other party that such individual is authorized to do so.

13. Binding Effect.

This contract shall extend to and bind the heirs, personal representatives, successors and assigns of the parties hereto.

14. Complete Contract; Amendments.

This contract constitutes the entire agreement and understanding of the parties and supersedes all offers, negotiations, and other agreements of any kind. There are no representations or understandings of any kind not set forth herein. Any modification of or amendment to this contract must be in writing and executed by both parties.

15. Governing Law.

This contract shall be construed in accordance with the laws of the State of Minnesota.

16. Severability.

If any term of this contract is found to be void or invalid, such invalidity shall not affect the remaining terms of this contract, which shall continue in full force and effect.

IN WITNESS WHEREOF, the parties hereto have set their hands and affixed their respective seals the day and year first above written.

SELLER: CITY OF ST. FRANCIS

By: ______________________________
Steven Feldman, Mayor

By: ______________________________
Barbara I. Held, City Clerk/Treasurer

PURCHASER: CITY OF OAK GROVE

By: ______________________________

By: ______________________________

STATE OF MINNESOTA)

)SS
COUNTY OF _________)

The foregoing instrument was acknowledged before me this ____ day of _______________, 2019, by Steven Feldman and Barbara I. Held, the Mayor and City Clerk/Treasurer, respectively, of the City of St. Francis, on behalf of the City.

____
Notary Public

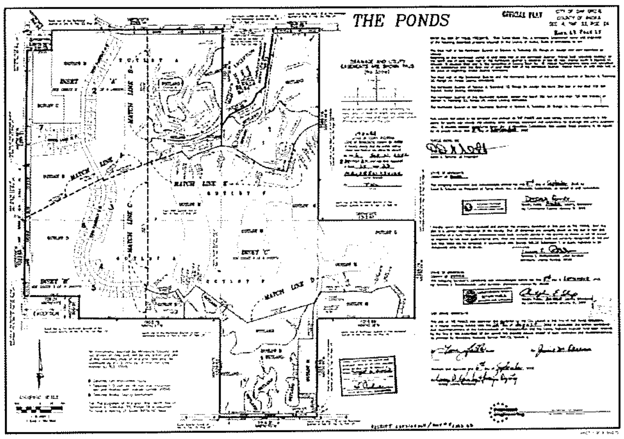
STATE OF ___________)
)SS
COUNTY OF _________)

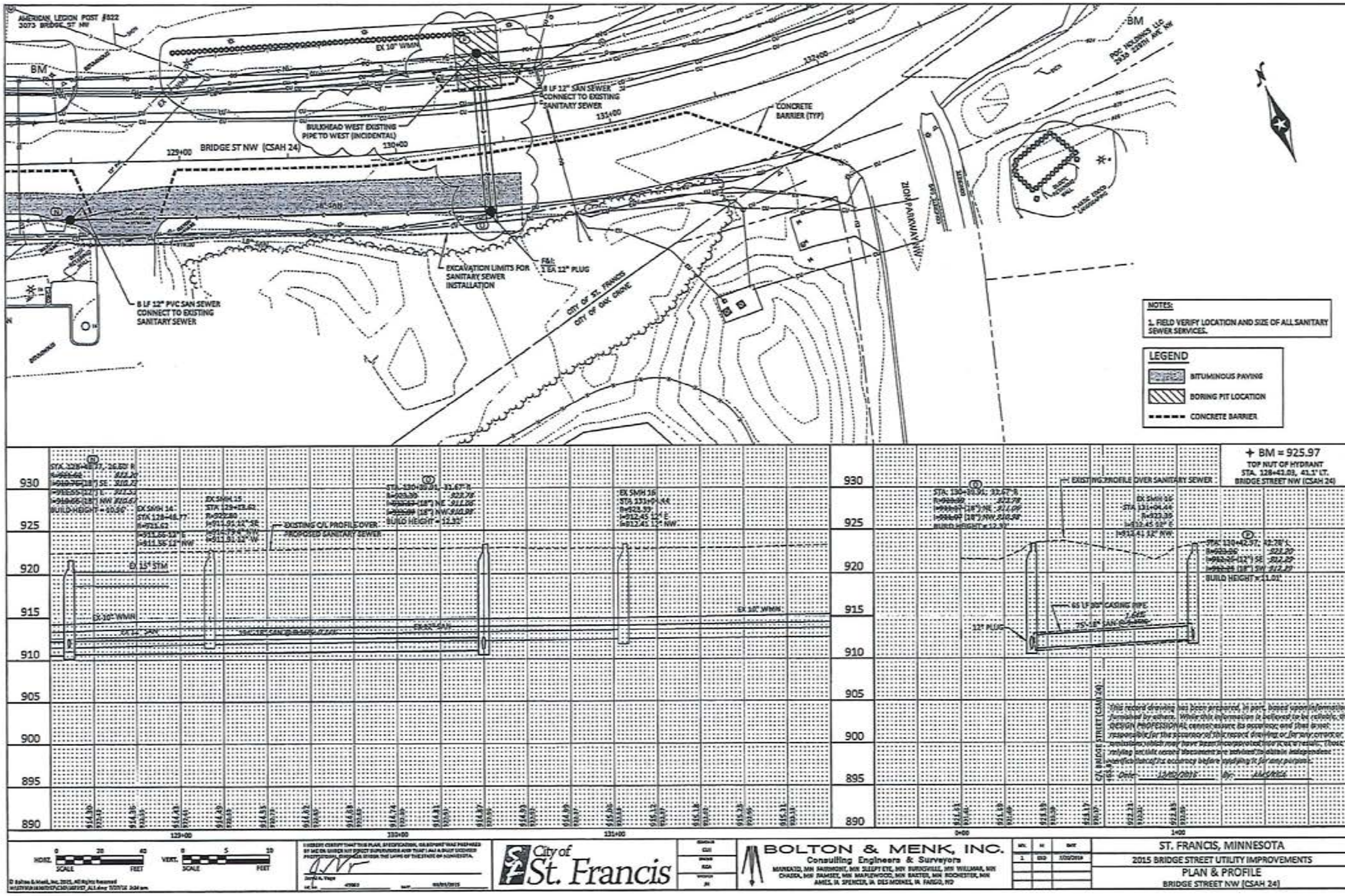
The foregoing instrument was acknowledged before me this ____ day of _______________, 2019, by ___________________ the _____________________, of the City of Oak Grove, on behalf of said City.

____
Notary Public

EXHIBIT A

LEGAL DESCRIPTION FOR THE PONDS





AMERICAN LEGION POST #322
BM
EX 10" WMN
8 LF 12" SAN SEWER CONNECT TO EXISTING SANITARY SEWER
CONCRETE BARRIER (TYP)
BULKHEAD WEST EXISTING PIPE TO WEST (INCIDENTAL)
BRIDGE ST NW (CSAH 24)
129+00
130+00
131+00
132+00
ZION PARKWAY NW
EXCAVATION LIMITS FOR SANITARY SEWER INSTALLATION
F&I: 1 EA 12" PLUG
CITY OF ST. FRANCIS
CITY OF OAK GROVE
8 LF 12" PVC SAN SEWER CONNECT TO EXISTING SANITARY SEWER
NOTES:
1. FIELD VERIFY LOCATION AND SIZE OF ALL SANITARY SEWER SERVICES.
LEGEND
BITUMINOUS PAVING
BORING PIT LOCATION
CONCRETE BARRIER
+ BM = 925.97
TOP NUT OF HYDRANT
STA. 128+41.03, 41.1' LT.
BRIDGE STREET NW (CSAH 24)
EXISTING C/L PROFILE OVER PROPOSED SANITARY SEWER
EXISTING PROFILE OVER SANITARY SEWER
EX 15" STM
EX 10" WMN
EX 12" SAN
12" PLUG
930
925
920
915
910
905
900
895
890
0+00
1+00
BOLTON & MENK, INC.
Consulting Engineers & Surveyors
ST. FRANCIS, MINNESOTA
2015 BRIDGE STREET UTILITY IMPROVEMENTS
PLAN & PROFILE
BRIDGE STREET NW (CSAH 24)
33
41
City of St. Francis

EXHIBIT B

SEWER WASTEWATER SERVICE AND PURCHASE AGREEMENT

THIS CONTRACT, made and entered into this __________ day of ________________, 2019, hereinafter referred to as "Effective Date," by and between the City of Saint Francis, a municipal corporation located in Anoka County, Minnesota, hereinafter referred to as "Seller," and the City of Oak Grove, a municipal corporation located in Anoka County, Minnesota, hereinafter referred to as "Purchaser."

WITNESSETH:

That the said parties, in consideration of the mutual covenants and agreements hereinafter set-forth, have agreed to and with each other as follows:

1. Term of Contract

A. This contract shall be for a Term of twenty (20) years from the date of the Effective Date listed above, unless terminated earlier as hereinafter provided. This contract may be terminated pursuant to the provisions of Section 8, or may be terminated upon one hundred and eighty (180) days' written notice by either party if federal or state laws or regulations are enacted or promulgated ~~by the State of Minnesota or the United States of America~~ which substantially ~~and adversely~~ affect rights, duties or obligations of either party, or both parties, under this contract.

2. Sewer Waste Water Service

A. Seller hereby agrees to allow Purchaser to connect to Seller's wastewater collection and processing system, hereinafter referred to as "Waste Water Treatment Facility" or "WWTF"," in order to service "The Ponds Development Area," as defined in paragraph C below, at ~~the~~ rates governed by ~~specified in~~ Section 3. The cost of extending ~~the~~ a sewer service main and connecting to the WWTF shall be borne by, and be the responsibility of, Purchaser. As long as all terms and conditions of this contract are complied with, Seller will exercise best efforts to provide sanitary sewer ~~service~~collection system up to the connection point between its WWTF and The Ponds Development Area. The connection point shall be defined as manhole "O" which is represented on sheet 33 of 41 of the Record Plans for the 2015 Bridge Street Utility Improvements as shown in Exhibit B.

B. Sewer waste water service under this contract will be provided by the Seller to the Purchaser, and not to a separate entity or person including the residents of the Ponds subdivision. The Purchaser will be responsible for payment to the Seller for sewer wastewater services under this contract ~~used~~. The Purchaser~~, or a designee thereof that has been approved by the Seller,~~ shall be responsible for any ~~individual~~ billings to end users of the sewer wastewater services in The Ponds Development Area.

C. A sewer wastewater service district is ~~shall be~~ established, hereinafter referred to as ~~which shall encompass~~ "The Ponds Development Area" (see "Exhibit A" for legal description of). Sewer wastewater service will be provided only to The Ponds Development Area ~~the sewer wastewater service district~~ as provided in this contract. The Purchaser may request, and the Seller shall consider, an ~~However, the parties agree to discuss the~~ expansion of The Ponds Development Service Area and ~~upon~~

~~Purchaser's request and, if necessary, to consider~~ the extension of services to such additional areas. ~~Nothing in this Section prohibits~~ In addition, the Purchaser may allow ~~from connecting~~ up to an additional ten (10) single family residential homes ~~or structures~~ located within the Ponds Development ~~Service~~ Area to connect to the WWTF~~Seller's wastewater system~~. Sewer wastewater service shall be for residential uses only. Sewer wastewater service outside of The Ponds Development Area ~~this sewer wastewater service district~~ may be permitted upon the mutual agreement of both the Seller and the Purchaser~~; provided, however, that such additional service is not within the scope of this contract and this contract would need to be renegotiated to accommodate such additional service~~.

~~D. Sewer wastewater service shall be for limited to residential uses only unless service to additional uses, such as but may be permitted for certain golf course facilities or Public or Institutional uses, is permitted at the discretion of the Seller. The responsibility for enforcement of this provision rests with the Purchaser.~~

D~~E~~. ~~Significant Industrial Users~~Other or Expanded Users. ~~The Seller may require any industrial user newly connecting Any new connection to the WWTF to The Ponds Development wastewater system by a Significant Industrial User shall enter into or otherwise comply with a pre-treatment industrial agreement developed in accordance with Minnesota Pollution Control Agency ("MPCA") and City of St. Francis rules and regulations.~~ The parties agree that as of the effective date of this Agreement there are no ~~Significant Industrial Users~~ ~~industrial users~~other users than single family residential within The Ponds Development Service Area. ~~Purchaser will provide Seller with a copy of any significant industrial use agreements and associated data and will report any such new agreements to Seller.~~ Seller reserves the right to refuse to enter a service agreement with ~~for~~ any ~~Significant Iindustrial Uusers of more than 25,000 gallons per day average use or a user contributing above "normal domestic strength" wastewater~~Other or Expanded Users. Sewer wastewater service outside The Ponds Development Area may be permitted upon the mutual agreement of both the seller and purchaser.

The parties agree that this contract ~~agreement~~ shall apply to ~~businesses and~~ residences located within The Ponds Development Area, as may be modified from time to time. ~~the current geographical limits of the City of Oak Grove. In the event Purchaser extends its geographical boundaries and wishes to provide sanitary sewer services to said area, Purchaser must first obtain the consent of the Seller to extend said services to said additional area. In considering such requests,~~ Seller agrees that it will not unreasonably withhold its consent to a requested expansion of the service area, providing that the WWTF and collection system is reasonably adequate to provide conveyance and treatment for the additional area. This would also include consideration of public, institutional, commercial or industrial uses.

3. Rates

A. ~~Subject to paragraph C of Section 3,~~ Seller hereby agrees to provide sewer wastewater service to Purchaser at a ~~the initial~~ sewer ~~and~~ base rate and usage fee rate equivalent to that ~~equal to that sewer and base rate~~ charged to the residents of St. Francis. ~~, the Seller plus any surcharge amounts as provided in Section 4. Accordingly, Purchaser shall pay Seller an amount calculated as: (the current base rate X number of users in The Ponds Development Area) + (the applicable usage fee X actual usage as metered in accordance with paragraph 5). Subject to paragraph C of Section 3, it is mutually agreed that said initial rate shall be guaranteed for a period of one (1) year from the date Seller begins supplying sewer wastewater services to Purchaser.~~ As of the effective date of this agreement, the City of St. Francis charges a monthly base rate, a monthly usage rate based on water consumption and offers the "Lookback Program" to St. Francis residents. This may be amended from time to time and all rates charged to The Ponds Development will be consistent with the rates charged to St. Francis residents for the duration of this agreement.

B. Seller may adjust its ~~Subject to paragraph C and D of Section 3 and Section 4, it is further agreed that~~ sewer wastewater rates ~~may be adjusted after the guaranteed period specified in paragraph A of Section 3, including the percentage rate charged to Purchaser in relation to the rate charged to residents of the Seller. These adjustments shall~~ to reflect ~~the~~ increased costs of Seller's sewer wastewater processing, including cost of power, wastewater treatment, wastewater treatment chemicals and other direct and indirect costs related to the processing of waste water, as well as ~~. These adjustments shall further reflect~~ overall increases in direct, indirect, administrative and other costs of wastewater processing, including, but not limited to: labor; supplies; construction; repair; improvement; fuel; power; transportation; employee benefits; contractual services; replacement; treatment plant construction and maintenance; and general administrative expenses. Seller will provide written notice of any proposed rate or fee adjustment to Purchaser at least ~~one hundred and eighty (180)~~thirty (30) days prior to the proposed effective date of such adjustment, and shall afford Purchaser the opportunity to comment. ~~Upon request, Seller will provide any existing data or information supporting the cost increase justifying the proposed rate adjustment.~~ Seller acknowledges and agrees that Purchaser may notify all sewer service users in The Ponds Development Area of any proposed rate adjustments, and that such users will also be afforded a reasonable opportunity for comment.

C. ~~It is understood between the parties that in order for Seller to treat the wastewater volume requested by Purchaser, and otherwise fulfill its obligations and responsibilities under the contract, it may be necessary for Seller to dedicate financial and/or capital improvements and/or modifications to its wastewater system. It is further mutually agreed, notwithstanding any contrary provision or provisions, that in the event that Seller makes the determination, in Seller's discretion, that the wastewater treatment provided to its consumers, including Purchaser, needs to be treated, or that the Seller's wastewater facilities need to be modified, changed or improved, Purchaser agrees to share all costs necessary to achieve those objectives proportionally, based on the percentage of Purchaser's consumption of said wastewater service in relation to Seller's other consumers.~~

~~D. Prior to introducing any wastewater services,~~ Purchaser shall pay Seller the following:

(1) One Hundred Thousand dollars ($100,000), payable in two (2) installments of $50,000 paid on or before January 1st of 2020 and 2021. Such payments shall fully satisfy any and all connection, availability or similar up-front charges or fees that might otherwise be due or owed for existing sewer connections in ~~, which shall constitute~~ The Ponds Development Area as of the date of this contact.~~one time Connection charge to the St. Francis wastewater collection system.~~

(2) ~~In addition, the City of Oak Grove will collect and pay to the City of St. Francis a Sewer Access Charge of~~ $4,284 for any ~~each~~ new sewer connections made within ~~to~~ The Ponds Service Area ~~on or after January 1, 2020,~~upon full execution of this agreement, provided that such connection ~~. The~~ charge amount is subject to change per the St. Francis Fee Schedule set annually, but ~~and~~ will reflect the same Sewer Access Charge that is charged in the City of St. Francis. The parties acknowledge and agree that Purchaser will collect this payment amount, prior to or at the time of connection, from each newly connected user of the WWTF and will pay Seller within 30 days of collection.

4. Sewer Wastewater System Facilities

A. Initial Construction: Purchaser will purchase, install and maintain at its own expense, all sanitary sewer system components plus all equipment necessary to connect Purchaser's sanitary sewer to Seller's wastewater collection system. Seller shall review and approve all construction plans for any portion of the system located within St. Francis C~~e~~ity limits. ~~and shall approve the meter type and location for measuring flow from Purchaser into Sellers's system. Seller shall have the right to calibrate the meter and review any calibration work completed by Purchaser.~~

B. The Purchaser shall be responsible for the operation, repair and maintenance of the sewer wastewater collection system and equipment within The Ponds Development Area, to the point of connection to the Seller's wastewater collection system. All such equipment and facilities shall conform to the applicable laws and regulations of the State of Minnesota and the United States, including the Minnesota Department of Health and Minnesota Pollution Control Agency. Purchaser shall also be responsible for all testing, flow monitoring, and all analytical work for the sewer wastewater collection system within The Ponds Development, as required by the ~~Minnesota Department of Health or~~ Minnesota Pollution Control Agency, or other regulatory agency as may be subject to change. Purchaser shall be responsible for any penalties or violation fees from the Minnesota Pollution Control Agency or other similar - agency if such penalties or violation fees are due to Purchaser's action or inaction. Purchaser shall also be responsible for any current or future fees from the extension or expansion of the collection system, imposed by the Minnesota Pollution Control Agency or other similar agency.

C~~-~~. The Purchaser shall keep reliable records of sewer wastewater main construction and a current list of the number of connections. S~~, and s~~uch records shall be subject to reasonable inspection by representatives of the Seller.

D. Purchaser shall provide a certified collection system operator as required by the Minnesota Pollution Control Agency.

E. Purchaser agrees to provide Seller with right of access for wastewater sampling and monitoring as needed.

~~D. Discharge Limitations. Unless the parties agree in writing to different limitations, the amount of wastewater discharged from The Ponds Wastewater System into the Seller's WWTF shall be subject to the following limitations:~~

~~1. Monthly Flow Rate. The Ponds monthly average flowrate to the Seller's WWTF shall not exceed 35,000 gallons per day, unless suitable arrangements have been made by the Purchaser to purchase additional capacity in the WWTF.~~

~~2. Exceed Domestic Strength Surcharge: If the wastewater from Oak Grove exceeds Domestic Strength Wastewater in at least three consecutive months for a Domestic Strength Monthly Surcharge shall be calculated as follows:~~

~~a. $0.30 per pound over average daily loading from Table 2-5 as prepared by Oak Grove and as follows in this agreement. Rates are subject to change per the St. Francis Fee Schedule set annually.~~

~~This table is taken from Page 23 of the Oak Grove The Ponds Facility Plan October 2018 written by MSA.~~

~~Table 2-5: Historic WWTF Flows and Loadings(1)~~

~~Average Daily Influent Flow, mgd 0.025~~

~~Max Month Influent Flow, mgd 0.033~~

~~Max Day Influent Flow, mgd 0.100~~

~~Average Daily BOD Loading, lbs/d 52.8~~

~~Max Month BOD Loading, lbs/d 110~~

~~Average Daily TSS Loading, lbs/d 41.4~~

~~Max Month TSS Loading, lbs/d 115~~

~~Average Daily TKN, lbs/d 8.3(2)~~

~~Average Daily Total P, lbs/d 1.5~~

~~Max Month Total P, lbs/d 4.0~~

~~(1) Based on WWTF data from 2013 through 2017.~~

~~(2) Based on assumed concentration and historic average flow.~~

~~Normal domestic strength waste and flow shall be defined as having no fats, wax, grease or oils in excess of 25 mg/l; no strong acids; no radioactive waste; a pH level less than 9.5; a BODS concentration of not greater than 250 mg/l; a TSS concentration of not greater than 300 mg/l; a VOC not greater than 1.0 part per million; and/or a flow not greater than 35,000 gallons per day.~~

~~If the wastewater from Purchaser returns to Domestic Strength Wastewater for at least three consecutive months, the Domestic Strength Monthly Service Charge will be dropped until which time it is again exceeded for a 3 month period.~~

~~(b) In addition to the Monthly Service Charge and the Domestic Strength Monthly, Surcharge, Purchaser shall pay **monthly surcharges of 2 cents per 1,000 gallons** for daily discharges of more than 35,000 gallons per day, or monthly discharges averaging more than 25,000 gallons per day.~~

5. Meter Reading and Billing

A. Monthly readings of the master drinking water meter measuring total flow from The Ponds Development Area to Seller's WWTF~~FT~~ shall be made by the Purchaser and Seller on the last working day of each month. The parties shall reasonably cooperate in scheduling such readings. Billings by the Seller shall be mailed to the Purchaser on or before the tenth (10^{th}) day of the following month and payment on such bills shall be made by the Purchaser to the Seller on or before the twentieth (20^{th}) day of -that month at the address provided in Section 10.

B. ~~Purchaser agrees to provide, install, and maintain accurate sewerage metering~~

~~devices at agreed upon locations with the St. Francis City Engineer and in a manner which will insure the volume of all sewage flowing from Purchaser to the Seller is measured at the point where its sewage leaves the Purchaser's sewer system and at the point where is connects to the Seller's wastewater collection system. The measuring devices shall be equipped with an automatic flow measuring and recording device. In addition, Purchaser shall install auto sampling devices which shall be capable of sampling according to set time intervals, time impulse, and/or proportionate to flow, or suitable equipment as approved by the Seller.~~

~~1. Records. Purchaser shall create and retain records regarding the flow from the Purchaser and the Seller shall be allowed access to such records at all reasonable times.~~

~~2. Calibration. Purchaser shall provide for at least biannual inspection and calibration of its metering device to verify the flow rate. A copy of the calibration and inspection records shall be provided to St. Francis promptly after completion.~~

C. ~~Testing and Sampling. Purchaser shall, at its own expense, perform monthly CBOD, TSS, phosphorus and ammonia testing and sampling of the wastewater in The Ponds Wastewater System as well as such other tests as may be required in the future by any State or Federal rules or regulations. All samplings shall be performed using customarily accepted methods and in accordance with any applicable federal or state rules and regulations. Both parties will cooperate in performing such additional tests and sampling as may be required by law and will cooperate in investigations as needed for illicit discharges. All tests required by this Agreement shall be performed at a state approved and certified laboratory and shall be 24-hour composites. St. Francis shall have the right at all reasonable times to inspect, examine, sample, and test The Ponds Wastewater System and its wastewater. Seller shall have the right to require Purchaser to do fat, oil and grease and PH grab samples.~~

~~D.~~ Infiltration and Inflow: Purchaser will cooperate with Seller and all applicable agencies to eliminate infiltration and inflow into facilities serving The Ponds Development Area~~its system~~. Purchaser shall monitor infiltration and inflow during routine maintenance and review of the collection system and report any findings of the infiltration and inflow to the Seller immediately.

~~Purchaser shall not allow any use from inside or outside its corporate limits to discharge sewage into its sewer system without the prior written approval of Seller.~~

6. Liability of Seller

Except as provided in ~~parargraph~~paragraph 7. ~~T~~the Seller shall not be liable to Purchaser for reasonable interruption in service, or for failure to deliver sewer wastewater processing resulting from the failure of capacity, inability to secure necessary processing materials, breakdown or damage to processing, pumping, transmission, -storage or collection facilities, work stoppage or other conditions beyond the control of the Seller.

7. Indemnification

The Seller agrees to indemnify and hold the Purchaser harmless from any and all claims or demands for damages arising out of or which may result from the WWTF~~FT~~ and service supplied pursuant to this contract, except as may arise out of or result from facilities under the Purchaser's ownership and control, and from the use, installation, maintenance, modification and repair of its facilities, and from any and all claims arising from the interruption of service, sewer back-ups, or termination of service arising out of or resulting from its WWFT.

The Purchaser agrees to indemnify and hold the Seller harmless from any and all claims or demands for damages arising out of or which may result from facilities under the Purchaser's ownership and control, ~~the sewer wastewater system supplied pursuant to this contract,~~ and from the use, installation, maintenance, modification and repair of its facilities and from any and all claims arising from the interruption of service, sewer back-ups, or termination of service arising out of such facilities.

8. Termination and Default

Either party shall have the right to terminate the water service provided to the Purchaser by the Seller in the event that the other party fails to comply with any of the terms and conditions of this contract upon one hundred eighty (180) days written notice, such written notice to be provided in accordance with Section 10. In the event the Purchaser fails to pay charges lawfully due to the Seller under the terms of this contract, this shall constitute default of the contract by the Purchaser and the Seller shall have the right to terminate sewer wastewater service. However, such service may be terminated only after reasonable notice to the Purchaser, and the Purchaser shall have a reasonable opportunity after such notice to correct and cure any condition which is cited by the Seller as a cause for termination of sewer wastewater service. The Seller and Purchaser can also agree to a mutually approved date for early termination of this contract.

9. Annexation.

Nothing herein changes the parties' annexation rights pursuant to applicable law provided, however, that Seller shall not petition for annexation of The Ponds Development Area or other areas of Oak Grove, nor support a petition for such annexation by residents in such area. Moreover, the parties acknowledge and agree that all wastewater facilities in The Ponds Development Area are owned by Purchaser and that Purchaser would need to consent to and convey such assets to Seller in order for Seller to assume ownership thereof. Any agreements related to annexation of The Ponds Development Area would need to be written and executed by all parties thereto. No oral agreement or understanding concerning this subject will be valid or enforceable.

10~~9~~. Enforcement and Attorneys' Fees

In the event that either party to this contract shall bring a claim to enforce any rights hereunder, the prevailing party shall be entitled to recover costs and reasonable attorneys' fees incurred as a result of such claim.

11~~0~~. Notices

All notices hereunder must be in writing and shall be deemed validly given if delivered personally or if sent by certified mail, return receipt requested, addressed as follows (or any other address that the party to be notified may have designated to the sender by like notice):

If to Seller: City of St. Francis

Attn: Public Works Director
4058 St. Francis Blvd. NW
St. Francis, MN 55070

If to Purchaser: City of Oak Grove
Attn: City Administrator
19900 Nightingale Street NW
Oak Grove, MN 55011

12~~1~~. Authority

Each of the individuals executing this contract on behalf of the Seller or the Purchaser represents to the other party that such individual is authorized to do so.

~~7~~

13~~2~~. Binding Effect.

This contract shall extend to and bind the heirs, personal representatives, successors and assigns of the parties hereto.

14~~3~~. Complete Contract; Amendments.

This contract constitutes the entire agreement and understanding of the parties and supersedes all offers, negotiations, and other agreements of any kind. There are no representations or understandings of any kind not set forth herein. Any modification of or amendment to this contract must be in writing and executed by both parties.

15~~4~~. Governing Law.

This contract shall be construed in accordance with the laws of the State of Minnesota.

16~~5~~. Severability.

If any term of this contract is found to be void or invalid, such invalidity shall not affect the remaining terms of this contract, which shall continue in full force and effect.

IN WITNESS WHEREOF, the parties hereto have set their hands and affixed their respective seals the day and year first above written.

SELLER: CITY OF ST. FRANCIS

By: ______________________________
Steven Feldman, Mayor

By: ______________________________
Barbara I. Held, City Clerk/Treasurer

PURCHASER:

CITY OF OAK GROVE

By: ______________________________

By: ______________________________

STATE OF MINNESOTA)

~~8~~

)SS
COUNTY OF _________)

The foregoing instrument was acknowledged before me this ____ day of _______________, 2019, by Steven Feldman and Barbara I. Held, the Mayor and City Clerk/Treasurer, respectively, of the City of St. Francis, on behalf of the City.

____
Notary Public

STATE OF ___________)
)SS
COUNTY OF _________)

The foregoing instrument was acknowledged before me this ____ day of _______________, 2019, by ___________________ the ______________________, of the City of Oak Grove, on behalf of said City.

____
Notary Public

EXHIBIT A

LEGAL DESCRIPTION FOR THE PONDS

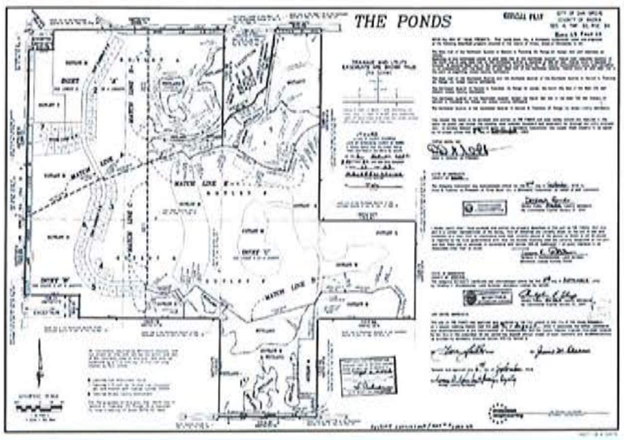


EXHIBIT B

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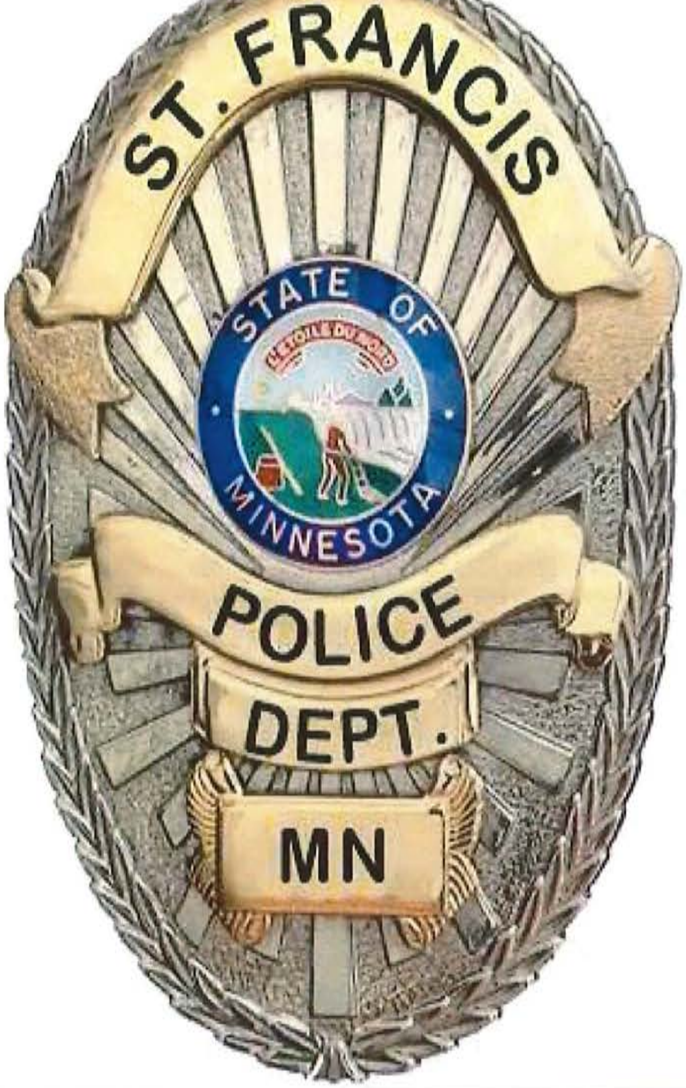
~~10~~

EXHIBIT B



ANNUAL REPORT 2018

St. Francis Police Department

Website: stfrancismn.org

Facebook: Saint Francis-MN Police Department

Tel: 763-753-1264

4058 St. Francis Blvd NW

St. Francis. MN 55070

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LETTER FROM THE CHIEF:

January 2019,

Mayor Feldman and City Council Members:

I am pleased to submit the 2018 St Francis Police Department Annual Report to you and the residents of St Francis. The report contains a summary of the events and operations the Police Department was involved with in 2018.

In 2018, police department officers responded to 4,476 calls for service. Police department staff continued to focus on our mission statement by providing fair and impartial police service to all persons and providing a safer community through partnering with our citizens.

Starting in 2018 patrol officers took extra steps in theft prevention, which included alerting residents of open garage doors and unsecure vehicles during the overnight hours. Officers also distributed theft prevention door hangers at residences when unsecure packages were observed on doorsteps. These methods were usually well received even when residents were woken up by an officer in the middle of the night. These extra efforts by officers are eliminating theft opportunities that would otherwise be there for thieves.

In 2018, the police department continued its initiative of striving to connect with the citizens through community outreach. We believe that having a good relationship with the community is essential to public safety and maintaining a safe and enjoyable community to reside in and visit. The department continued hosting and participating in several events in 2018 including Senior Fraud Seminar, High School Mock Crash, Dog Clinic, Bike Rodeo, Anti-Bullying Day, Car Seat Clinic, Neighborhood Watch. The department also implemented a new outreach program in 2018 called Winning With Cops. This program is intended to help law enforcement interact with developmentally disabled individuals and foster a positive interaction between the two groups. This program has been very well received and has been a great addition to our community outreach efforts.

In this report, you will see what department staff has been busy with and ways the police department has served the community over the course of the year.

On behalf of all members of the St Francis Police Department, I thank you for your continual support and look forward to servicing you in the upcoming year.

Sincerely,

Todd Schwieger
Chief of Police

PATROL NEWS:

Our Mission:

The St. Francis Police Department is dedicated to provide fair and impartial police service to all persons through education and enforcement. The goal of the St. Francis Police Department is to provide a safer community through partnering with its citizens.

The Patrol Division is the most visible part of the St Francis Police Department. Patrol officers and sergeants respond to many different types of calls including 911 calls, medical calls, suspicious activity calls, vehicle accidents, public assist calls and many other types of calls for service. During 2018, the patrol division responded to 4,476 calls for service.

In 2018, the Patrol Division made 234 arrests for misdemeanor, gross misdemeanor and felony level crimes including warrants arrests. These arrests included DWI, domestic assault, court order violations, controlled substance and other arrest types.

When patrol officers are not involved in a service call, they are serving the public in other proactive ways. Officers are enforcing traffic laws, conducting business and house checks as well as patrolling neighborhoods and parks looking for suspicious activity.

Patrol Division Officers conduct numerous vehicle contacts for traffic violations, vehicle equipment concerns, suspicious activity and criminal violations. Traffic stops are one of the major ways officers interact with the public. Traffic stops can result in traffic warnings, citations, warrant arrests and criminal violations. Traffic stops play an important role in keeping the public safe by enforcing traffic laws and interrupting criminal activity.

Part of the Patrol Division are the department's two school resource officers. School resource officers spend a majority of their day in various St Francis Area Schools. These officers perform patrol functions primarily on school grounds while school is in session. School resource officers also interact and work closely with school staff and students to assure their safety each and every day.

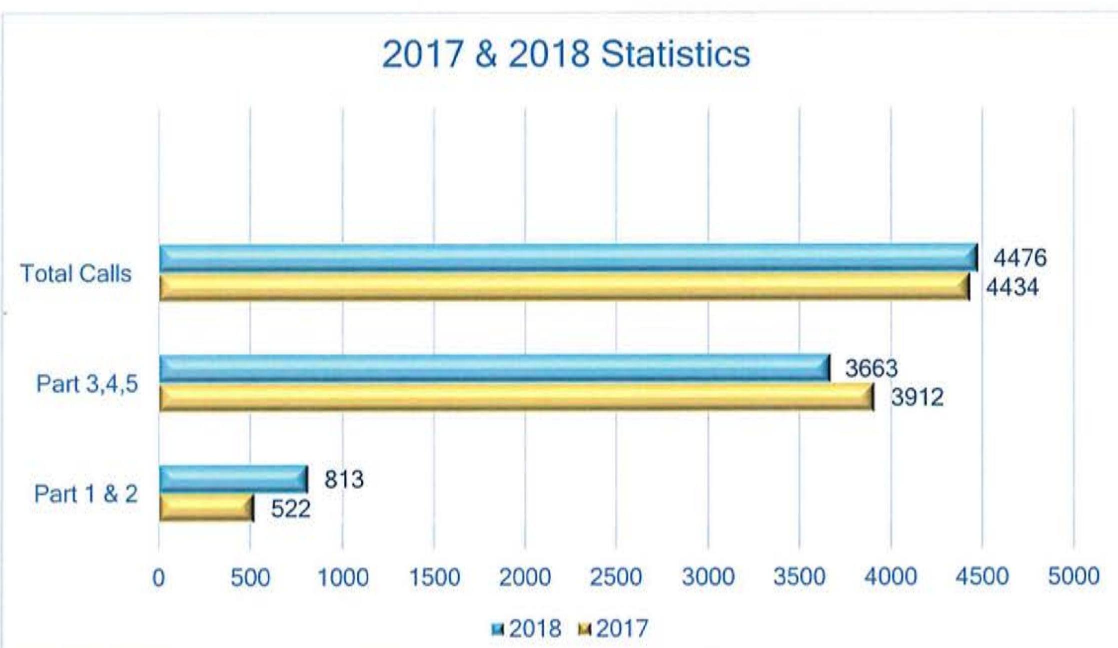
The Patrol Division accumulates numerous training hours throughout each year.

Officers are required to complete a certain amount of continuing education training hours to maintain their peace officer license. Some trainings are made mandatory by the MN Peace Officer Standards and Training Board (POST) and the department head. Education for Minnesota Peace Officers in areas of Conflict Management, Crisis Intervention and Implicit Bias became POST Board mandated beginning in 2018. Several St Francis officers have completed training in these areas. Other trainings are suggested but not mandatory. There are many other training courses officers request to attend to increase their knowledge and understanding in certain areas. Officers have attended a combined total of 634 hours of POST mandated training and other continuing education courses in 2018.

USE OF FORCE TRAINING:

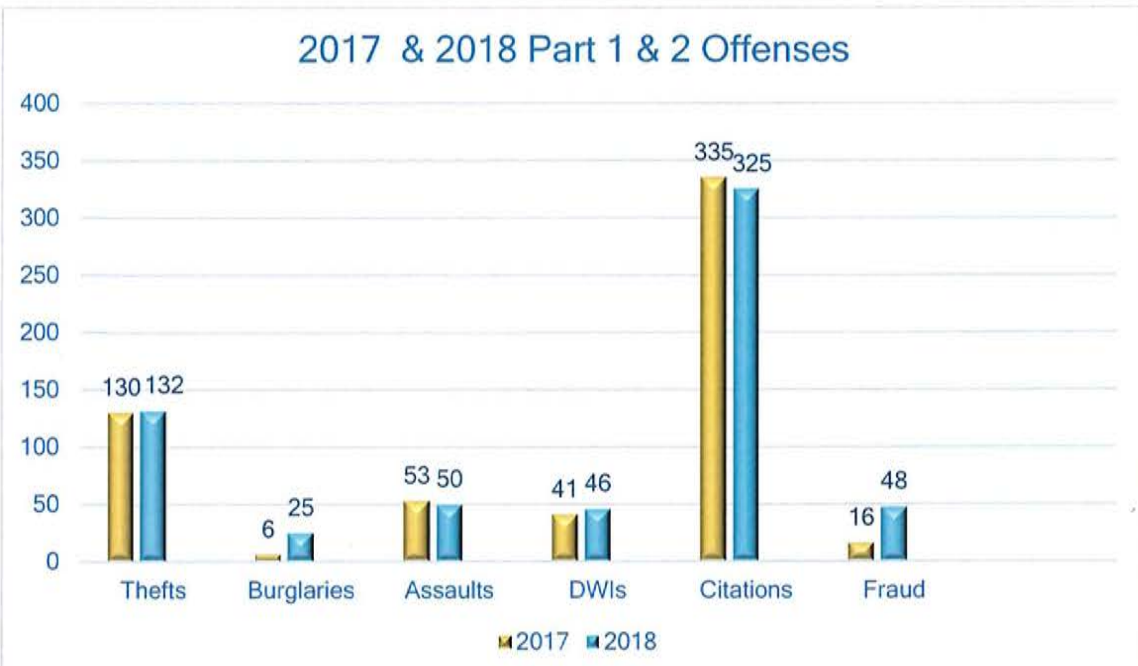
2017 & 2018 YEARLY CRIMINAL STATISTICS:

Offense Type	Description Examples	2017	2018
Part 1 and 2	Theft, Fraud, Damage to Property, Burglary, DWI, Assaults,	522	813
Part 3,4,5	Suspicious persons/activity, Vehicle lock outs, Animal complaints, Check welfare, Accidents, Alarms, Medical, Parking complaints, MV Complaints, Warrant arrests, Neighborhood Disputes, Extra Patrol requests.	3,912	3,663
Total Calls For Service		4,434.00	4,476.00



2017 & 2018 Calls for service breakdown: Part 1 & 2 offenses

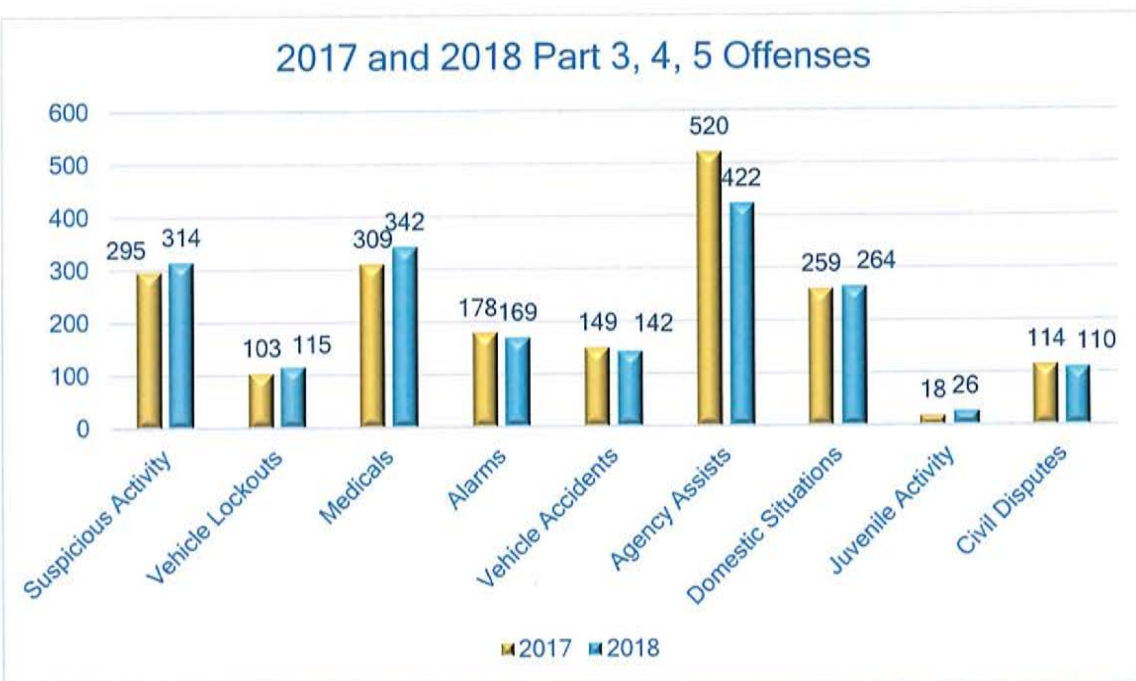
	2017	2018
Thefts	130	132
Burglaries	6	25
Assaults	53	50
DWIs	41	46
Citations	335	325
Fraud	16	48



2017 & 2018 SERVICE CALLS:

Calls for service breakdown: Part 3, 4, 5 offenses

	2017	2018
Suspicious Activity	295	314
Vehicle lockouts	103	115
Medicals	309	342
Alarms	178	169
Vehicle Accidents	149	142
Agency Assists	520	422
Domestic situations	259	264
Juvenile Activity	18	26
Civil disputes/Landlord-tenant/Child Custody	114	110



INVESTIGATIONS:

The investigation unit continues to be a resource for the citizens of St. Francis. Investigations reviews reports submitted by the officers, Anoka County Child Protection and the Minnesota Adult Abuse Reporting Center. Other duties include conducting employment background checks for new police officers, conducting surveillance, compliance checks, managing evidence, preparing, and serving search warrants. Hundreds of criminal cases were investigated and processed through the investigation unit in 2018.

Out of the criminal cases investigated there were multiple convictions for all types of crimes, including counterfeiting of currency, theft of MV, felony forgery, felony damage to property, terroristic threats, felony assault, and multiple other crimes. The investigation unit also worked with other agency's in attempts to aggregate crimes that were committed in multiple jurisdictions.

In the spring, the investigation unit conducted compliance checks for tobacco and alcohol at all establishments where these products were sold. All establishments within the city were compliant with no violations found.

All evidence collected is turned over to the investigation unit where it is recorded and placed into the secured evidence room. The investigation unit is also responsible for bringing items to the Midwest Regional Forensic Laboratory for testing and analysis. These items may include drugs, electronic devices, fingerprints and DNA found at the scene of crimes.

CHAPLAIN BROWER:

I have been volunteering at the St. Francis Police Department since 2017. My goal has been to provide spiritual support to the officers, staff and greater community in times of crisis and stress. The police chaplaincy is not intended to replace an individual's church or spiritual leadership, but rather to offer immediate help in crisis and then follow-up through the religious community of Saint Francis as requested.

TOWARDS ZERO DEATHS-TZD:

380 total traffic deaths this past year, compared to 354 deaths from 2017.

28 fatal accidents in Anoka County compared to 17 in 2017 and 20 in 2016.

Our last holiday impaired driving campaign ran from Nov 21 through the end of the year. During this time, we had 2,757 DUI arrests during that period along with 1,901 seat belt citations.

Anoka County agencies did an excellent job during this wave.

1. Blaine 42 -Arrests
2. Coon Rapids 22 - Arrests
3. ACSO 17 -Arrests
4. Anoka 10- Arrests
5. Lino Lakes 9- Arrests
6. ST FRANCIS 8- Arrests
7. Ramsey 7 -Arrests
8. Columbia Heights -6 Arrests
9. Centennial Lakes- 6 Arrests
10. Fridley- 4 Arrests
11. Spring Lake Park -1 arrest

RESERVE UNIT:

The St. Francis Police Department Reserves are adult volunteers who assist sworn officers by performing community service tasks and help with non-criminal functions. Duties include patrolling neighborhoods, parks, traffic control at accidents, city events and riding with the officers. The Reserves play a vital role in helping with the Pioneer Days Festival by directing traffic during the parade and assisting with security. The St. Francis Police Department is proud to have reserve officers that are willing to volunteer their time to help better the community.

In 2018, the reserve unit volunteered 1,239 hours of their time to the department and city. Many former reserve officers have moved onto careers in law enforcement. Some have remained with the St. Francis Police Dept. and others have been hired by other agencies.

RESERVE UNIT EVENTS IN 2018

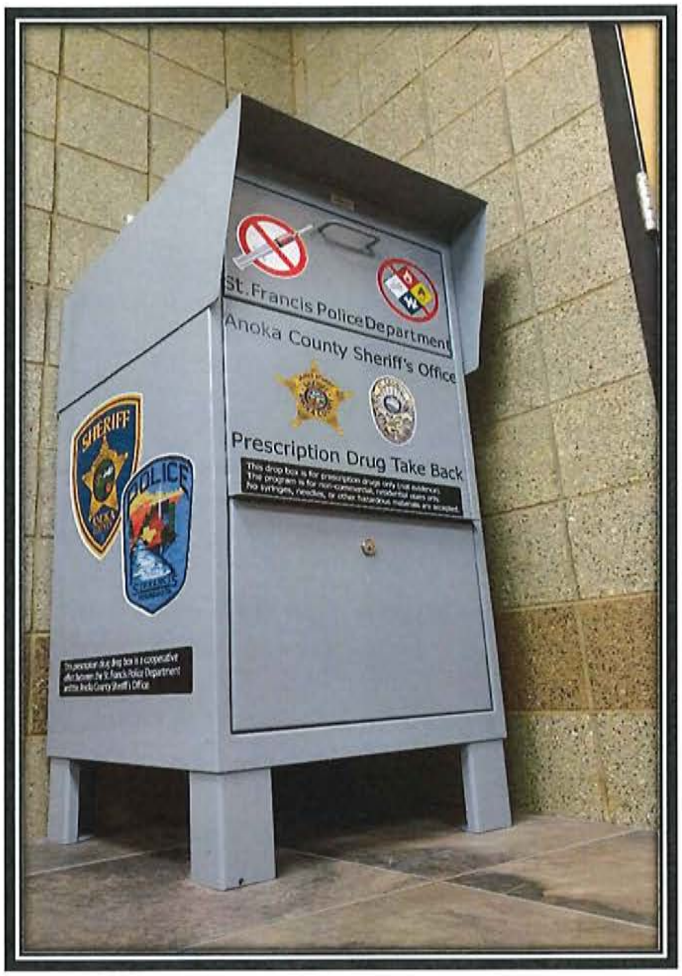
- Night to Unite
- St Francis High School Mock Crash
- Winning With Cops
- Bike Rodeo
- Law Enforcement Appreciation Day
- Patriot Ride
- 5k run
- St Francis High School Graduation
- Anoka County Fair
- Anoka Halloween Parade
- Dog Clinic
- Recycling Days

Applications for the St Francis Police Reserve Unit are being accepted and can be found at https://www.stfrancismn.org/police/page/resources.

2018 COMMENDATION AWARDS

In January of 2018 the Police Department held its first awards ceremony for officers and staff members. Commendation awards were implemented in 2017 to recognize staff members and citizens for their outstanding service and superior dedication to the City of St Francis. Staff members and citizens can be nominated for an award by any staff member of the police department. The nomination is then reviewed by the awards committee who then approves, denies or suggests a different type of award. The different awards staff members and citizens can be nominated for are The Medal of Honor, Medal of Valor, Award of Commendation, Life Saving Award and The Citizens Award. During the ceremony, four police department staff members were recognized for their service and dedication in 2017. Administrative Assistant Lori Roberts received The Award of Commendation for her dedication to community outreach. Officer Jody black received The Award of Commendation for her dedication to community outreach. Officer Amanda Dzuris received The Award of Commendation for her outstanding service in a missing juvenile case where the juvenile was located safely in the City of Mora. Reserve Captain Rich Johnson received The Award of Commendation for his dedication to the City of St Francis by volunteering close to 200 hours of his time in 2017.

PRESCRIPTION DRUG TAKE BACK:



St. Francis is one of many sites that unused prescription drugs can be dropped off as part of the "Prescription Drug Take Back Program". This gives the community members an opportunity to bring unwanted or expired prescription medications to be disposed of in a way that is safer for the environment. Between our prescription drop box and National Drug Take Back Day, the police department collected 233 pounds of prescription drugs in 2018.


POLICE
ST FRANCIS
MINNESOTA

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January 2019 to February 2019

		Check Amt	Invoice	Comment
10100 CASH				
Paid Chk# 000249E 2/6/2019	**GRIDOR CONSTRUCTION, INC.**			
G 602-20200	Accounts Payable	$167,665.00		PAY REQUEST #29
	Total GRIDOR CONSTRUCTION, INC.	$167,665.00		
Paid Chk# 000253E 2/28/2019	**MN PFA**			
E 601-47000-611	Bond Interest	$70,969.47		WATER PLANT
E 602-47000-611	Bond Interest	$77,870.00		WWTP
	Total MN PFA	$148,839.47		
Paid Chk# 075419 2/5/2019	**ACE SOLID WASTE, INC.**			
E 101-43210-384	Refuse/Garbage Disposal	$56.58	4596022	JANUARY 2019
E 101-42210-384	Refuse/Garbage Disposal	$59.44	4596022	JANUARY 2019
E 609-49750-384	Refuse/Garbage Disposal	$185.09	4596022	JANUARY 2019
E 601-49440-384	Refuse/Garbage Disposal	$70.39	4596022	JANUARY 2019
E 602-49490-384	Refuse/Garbage Disposal	$70.38	4596022	JANUARY 2019
E 101-43210-384	Refuse/Garbage Disposal	$112.04	4596022	JANUARY 2019
E 101-43100-384	Refuse/Garbage Disposal	$22.41	4596022	JANUARY 2019
E 101-45200-384	Refuse/Garbage Disposal	$22.40	4596022	JANUARY 2019
E 601-49440-384	Refuse/Garbage Disposal	$22.40	4596022	JANUARY 2019
E 602-49490-384	Refuse/Garbage Disposal	$22.40	4596022	JANUARY 2019
E 101-42110-384	Refuse/Garbage Disposal	$89.61	4596022	JANUARY 2019
E 101-43100-384	Refuse/Garbage Disposal	$13.02	4596022	JANUARY 2019
E 101-45200-384	Refuse/Garbage Disposal	$13.01	4596022	JANUARY 2019
	Total ACE SOLID WASTE, INC.	$759.17		
Paid Chk# 075420 2/5/2019	**ANOKA COUNTY TREASURY DEPT.**			
E 101-42110-321	Telephone	$37.50	B190116P	FEB 2019 BROADBAND
E 101-42210-321	Telephone	$37.50	B190116P	FEB 2019 BROADBAND
E 101-43100-321	Telephone	$37.50	B190116P	FEB 2019 BROADBAND
E 101-45200-321	Telephone	$37.50	B190116P	FEB 2019 BROADBAND
E 601-49440-321	Telephone	$37.50	B190116P	FEB 2019 BROADBAND
E 602-49490-321	Telephone	$37.50	B190116P	FEB 2019 BROADBAND
	Total ANOKA COUNTY TREASURY DEPT.	$225.00		
Paid Chk# 075421 2/5/2019	**ARK TOWING AND RECOVERY**			
E 101-42110-441	Miscellaneous	$132.00	90017	2013 KIA OPTIMA
	Total ARK TOWING AND RECOVERY	$132.00		
Paid Chk# 075422 2/5/2019	**ASPEN MILLS**			
E 101-42210-437	Uniform Allowance	$263.20	230666	UNIFORMS-SCHWIEGER T
	Total ASPEN MILLS	$263.20		
Paid Chk# 075423 2/5/2019	**BERNICK COMPANIES, THE**			
E 609-49751-252	Beer For Resale	$663.10	477380	BEER
	Total BERNICK COMPANIES, THE	$663.10		
Paid Chk# 075424 2/5/2019	**BREAKTHRU BEVERAGE**			
E 609-49751-206	Freight and Fuel Charges	$56.10	1080920635	FREIGHT
E 609-49751-254	Miscellaneous Merchandise	$103.95	1080920635	MISC
E 609-49751-251	Liquor For Resale	$3,570.97	1080920635	LIQUOR
E 609-49751-206	Freight and Fuel Charges	$1.65	1080920636	FREIGHT
E 609-49751-253	Wine For Resale	$43.33	1080920636	WINE
E 609-49751-254	Miscellaneous Merchandise	($28.46)	2080220948	MISC
E 609-49751-251	Liquor For Resale	($312.75)	2080223838	LIQUOR

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January 2019 to February 2019

		Check Amt	Invoice	Comment
	Total BREAKTHRU BEVERAGE	$3,434.79		
Paid Chk# 075425 2/5/2019	**CINTAS**			
E 101-41940-402	Janitorial Service	$16.16	4015382808	RUGS
E 609-49750-219	Rug Maintenance	$16.07	4015382809	RUG MAINTENANCE
E 602-49490-417	Uniform Clothing & PPE	$15.00	4015382847	UNIFORMS
E 602-49490-417	Uniform Clothing & PPE	$15.00	4015789208	UNIFORMS
	Total CINTAS	$62.23		
Paid Chk# 075426 2/5/2019	**CITY EMPLOYEES UNION, LOCAL #3**			
G 101-21707	Union Dues	$47.00	1302019	FEB 2019 MAINT UNION DUES
	Total CITY EMPLOYEES UNION, LOCAL #3	$47.00		
Paid Chk# 075427 2/5/2019	**CLAREYS SAFETY EQUIPMENT, INC.**			
E 210-42210-580	C-O-L Other Equipment	$20,284.32	181069	EQUIPMENT & SUPPLIES
	Total CLAREYS SAFETY EQUIPMENT, INC.	$20,284.32		
Paid Chk# 075428 2/5/2019	**COLONIAL INSURANCE**			
G 101-21712	Colonial Insurance	$415.13	7129661-0205	FEBRUARY INSURANCE
	Total COLONIAL INSURANCE	$415.13		
Paid Chk# 075429 2/5/2019	**COUNTY MARKET - CITY ACCOUNT**			
E 101-42210-212	Motor Fuels	$345.45	020419	FUEL
	Total COUNTY MARKET - CITY ACCOUNT	$345.45		
Paid Chk# 075430 2/5/2019	**DAHLHEIMER DIST. CO. INC.**			
E 609-49751-252	Beer For Resale	$7,776.77	1397021	BEER
E 609-49751-255	N/A Products	$36.80	1397021	NA
E 609-49751-252	Beer For Resale	($93.85)	198856	BEER
	Total DAHLHEIMER DIST. CO. INC.	$7,719.72		
Paid Chk# 075431 2/5/2019	**DELTA DENTAL**			
G 101-21711	Dental Insurance	$1,255.00	7534342	2019 PREMIUM
	Total DELTA DENTAL	$1,255.00		
Paid Chk# 075432 2/5/2019	**EAGLE GARAGE DOOR CO.**			
E 601-49440-401	Repairs/Maint Buildings	$195.00	5306	BI-ANNUAL SERVICE AND ADJUST
E 602-49490-401	Repairs/Maint Buildings	$195.00	5306	BI-ANNUAL SERVICE AND ADJUST
E 101-43100-401	Repairs/Maint Buildings	$195.00	5306	BI-ANNUAL SERVICE AND ADJUST
E 101-45200-401	Repairs/Maint Buildings	$195.00	5306	BI-ANNUAL SERVICE AND ADJUST
E 101-42210-401	Repairs/Maint Buildings	$195.00	5306	BI-ANNUAL SERVICE AND ADJUST
	Total EAGLE GARAGE DOOR CO.	$975.00		
Paid Chk# 075433 2/5/2019	**ECM PUBLISHERS, INC.**			
E 101-41120-352	General Notices and Pub Info	$26.88	664150	ANNUAL CHARTER MEETING
E 405-43100-802	Riverbank/Kings Hwy	$139.75	668638	KINGS HIGHWAY & RIVERBANK LN
	Total ECM PUBLISHERS, INC.	$166.63		
Paid Chk# 075434 2/5/2019	**EMERGENCY AUTOMOTIVE TECH. INC**			
E 101-42110-221	Vehicle Repair & Maintenance	$624.07	SVC26976	2011 DODGE CHARGER
	otal EMERGENCY AUTOMOTIVE TECH. INC	$624.07		
Paid Chk# 075435 2/5/2019	**FAHRNER ASPHALT SEALERS, LLC**			
E 101-43100-406	Asphalt Repair & Maint	$335.53	012919	COON RAPIDS 18-5C
	Total FAHRNER ASPHALT SEALERS, LLC	$335.53		
Paid Chk# 075436 2/5/2019	**FILTRATION SYSTEMS, INC.**			

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January 2019 to February 2019

		Check Amt	Invoice	Comment
E 602-49490-401	Repairs/Maint Buildings	$249.12	89675	PARTS
	Total FILTRATION SYSTEMS, INC.	$249.12		
Paid Chk# 075437 2/5/2019	**GOPHER STATE ONE-CALL**			
E 602-49490-442	Gopher State	$10.12	9010750	JANUARY 2019
E 601-49440-442	Gopher State	$10.13	9010750	JANUARY 2019
	Total GOPHER STATE ONE-CALL	$20.25		
Paid Chk# 075438 2/5/2019	**HAKANSON ANDERSON ASSOC., INC.**			
G 803-22145	ESC-School-SITE PLAN	$206.00	41300	ISD #15
G 803-22164	Esc-Northrup Grumman	$436.35	41300	NORTHRUP GRUMMAN
G 803-22154	ALS-WOODHAVEN COND USE	$261.25	41301	SF240 WOODHAVEN 6TH
G 803-22043	Esc-Laketown Homes	$3,205.67	41302	SF241 RIVERS EDGE
E 405-43100-802	Riverbank/Kings Hwy	$6,495.00	41303	KINGS HWY AND RIVERBANK LANE
E 405-43100-801	2018 Street Improvements	$903.65	41304	2018 STREET REHAB
E 101-41910-303	Engineering Fees	$1,560.75	41305	COMMUNITY DEVELOPMENT
E 101-43100-303	Engineering Fees	$1,034.00	41305	HWY 47 REALIGNMENT
E 602-49490-303	Engineering Fees	$856.00	41305	2018 GEN ENGINEERING
E 101-41910-303	Engineering Fees	$133.33	41306	ROUTINE SERVICES
E 101-43100-303	Engineering Fees	$133.33	41306	ROUTINE SERVICES
E 101-45200-303	Engineering Fees	$133.33	41306	ROUTINE SERVICES
E 601-49440-303	Engineering Fees	$133.33	41306	ROUTINE SERVICES
E 602-49490-303	Engineering Fees	$133.33	41306	ROUTINE SERVICES
E 603-49490-303	Engineering Fees	$133.35	41306	ROUTINE SERVICES
E 101-42400-303	Engineering Fees	$412.00	41307	BLDG PERMIT REVIEWS
E 101-43100-309	ROW-Engineering	$257.50	41308	UTILITY PERMIT REVIEWS
G 803-22163	ESC-ANDERSON-LOT SPLIT	$103.00	41384	ANDERSON LOT SPLIT
G 803-22159	ESC-DENKER	$249.68	41384	DENKER PROPERTY
G 803-22154	ALS-WOODHAVEN COND USE	$237.50	41385	SF240 WOODHAVEN 6TH
G 803-22043	Esc-Laketown Homes	$237.50	41386	SF241 RIVERS EDGE
E 405-43100-802	Riverbank/Kings Hwy	$1,662.50	41387	KINGS HIGHWAY & RIVERBANK LANE
E 405-43100-801	2018 Street Improvements	$118.75	41388	2018 STREET REHAB
E 101-41910-303	Engineering Fees	$257.50	41389	COMMUNITY DEVELOPMENT
E 101-43100-303	Engineering Fees	$634.00	41389	HWY 47
E 101-41910-303	Engineering Fees	$85.43	41389	COMMUNITY DEVELOPMENT
E 101-41910-303	Engineering Fees	$133.33	41390	ROUTINE SERVICES
E 101-43100-303	Engineering Fees	$133.33	41390	ROUTINE SERVICES
E 101-45200-303	Engineering Fees	$133.33	41390	ROUTINE SERVICES
E 601-49440-303	Engineering Fees	$133.33	41390	ROUTINE SERVICES
E 602-49490-303	Engineering Fees	$133.33	41390	ROUTINE SERVICES
E 603-49490-303	Engineering Fees	$133.35	41390	ROUTINE SERVICES
E 101-42400-303	Engineering Fees	$103.00	41391	BLDG PERMIT REVIEWS
E 101-43100-309	ROW-Engineering	$257.50	41392	UTILITY PERMIT REVIEWS
E 603-49490-418	Storm Water Management	$4,715.23	41393	2040 COMP PLAN SVC
E 602-49490-303	Engineering Fees	$7,000.00	41394	COMP SEWER AND WATER PLAN
	Total HAKANSON ANDERSON ASSOC., INC.	$32,889.76		
Paid Chk# 075439 2/5/2019	**HAWKINS, INC.**			
E 601-49440-216	Chemicals and Chem Products	$472.11	4427937	CHEMICALS
E 602-49490-216	Chemicals and Chem Products	$4,927.72	4429340	CHEMICAL
	Total HAWKINS, INC.	$5,399.83		
Paid Chk# 075440 2/5/2019	**HERC-U-LIFT**			
E 101-43100-218	Equipment Repair & Maintenance	$51.36	W397889	ENVIRONMENTAL FEE & SUPPLIES
	Total HERC-U-LIFT	$51.36		

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January 2019 to February 2019

		Check Amt	Invoice	Comment
Paid Chk# 075441 2/5/2019	**INNOVATIVE OFFICE SOLUTIONS, L**			
E 101-42110-200	Office Supplies	$76.51	IN2366240	OFFICE SUPPLIES
E 101-43100-200	Office Supplies	$34.95	IN2366240	OFFICE SUPPLIES
E 101-42210-200	Office Supplies	$27.47	IN2370111	OFFICE SUPPLIES
E 101-42110-200	Office Supplies	$18.47	IN2371765	OFFICE SUPPLIES
E 101-43100-200	Office Supplies	$48.72	IN2371765	OFFICE SUPPLIES
E 101-41400-200	Office Supplies	$68.37	IN2375690	OFFICE SUPPLIES
E 101-41400-200	Office Supplies	$31.85	IN2383276	OFFICE SUPPLIES
	Total INNOVATIVE OFFICE SOLUTIONS, L	$306.34		
Paid Chk# 075442 2/5/2019	**JJ TAYLOR DISTRIBUTING**			
E 609-49751-206	Freight and Fuel Charges	$3.00	2935597	FREIGHT
E 609-49751-252	Beer For Resale	$458.55	2935597	BEER
	Total JJ TAYLOR DISTRIBUTING	$461.55		
Paid Chk# 075443 2/5/2019	**JOHNSON BROS WHLSE LIQUOR**			
E 609-49751-206	Freight and Fuel Charges	$61.23	1205211	FREIGHT
E 609-49751-251	Liquor For Resale	$2,915.40	1205211	LIQUOR
E 609-49751-206	Freight and Fuel Charges	$17.27	1205212	FREIGHT
E 609-49751-253	Wine For Resale	$589.15	1205212	WINE
	Total JOHNSON BROS WHLSE LIQUOR	$3,583.05		
Paid Chk# 075444 2/5/2019	**KIMS KLEANING**			
E 101-45000-402	Janitorial Service	$100.00	5614	COMMUNITY CENTER
E 101-43100-402	Janitorial Service	$181.25	5615	PUBLIC WORKS
E 101-45200-402	Janitorial Service	$181.25	5615	PUBLIC WORKS
E 601-49440-402	Janitorial Service	$181.25	5615	PUBLIC WORKS
E 602-49490-402	Janitorial Service	$181.25	5615	PUBLIC WORKS
E 601-49440-402	Janitorial Service	$200.00	5616	WATER TREATMENT PLANT
E 101-42110-402	Janitorial Service	$900.00	5617	POLICE DEPARTMENT
E 602-49490-402	Janitorial Service	$275.00	5618	WASTE WATER PLANT
E 101-42210-402	Janitorial Service	$75.00	5619	FIRE DEPT GENERAL CLEANING
E 101-42210-402	Janitorial Service	$850.00	5620	FIRE DEPT CARPETS & TILE FLOORS
E 101-43100-402	Janitorial Service	$100.00	5621	PUBLIC WORKS SCRUB FLOORS
E 101-45200-402	Janitorial Service	$100.00	5621	POLICE DEPT SCRUB FLOORS
E 601-49440-402	Janitorial Service	$100.00	5621	WASTEWATER SCRUB FLOORS
E 602-49490-402	Janitorial Service	$100.00	5621	WASTEWATER SCRUB FLOORS
E 101-41940-402	Janitorial Service	$600.00	5622	CITY HALL FLOORS
	Total KIMS KLEANING	$4,125.00		
Paid Chk# 075445 2/5/2019	**LAKE STATE REALTY SERVICES, IN**			
E 101-41910-318	Economic Development	$2,500.00	19004	MARKET VALUE APPRAISAL
	Total LAKE STATE REALTY SERVICES, IN	$2,500.00		
Paid Chk# 075446 2/5/2019	**LAW ENFORCEMENT LABOR SVCS.**			
G 101-21707	Union Dues	$357.00	013019	FEB 2019 POLICE UNION DUES
G 101-21707	Union Dues	$51.00	133019	FEB 2019 UNION DUES
	Total LAW ENFORCEMENT LABOR SVCS.	$408.00		
Paid Chk# 075447 2/5/2019	**LEAGUE OF MN CITIES**			
E 101-42110-208	Training and Instruction	$900.00	286552	PATROL SUBSCRIPTION
E 101-41110-208	Training and Instruction	$225.00	287919	KEVIN ROBINSON
E 101-41110-208	Training and Instruction	$225.00	287919	SARAH UDVIG
	Total LEAGUE OF MN CITIES	$1,350.00		
Paid Chk# 075448 2/5/2019	**MCDONALD DIST CO.**			

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		Check Amt	Invoice	Comment
E 609-49751-252	Beer For Resale	($128.80)	112-0485	BEER
E 609-49751-252	Beer For Resale	$5,240.15	476408	BEER
E 609-49751-252	Beer For Resale	($12.92)	476418	BEER
	Total MCDONALD DIST CO.	$5,098.43		
Paid Chk# 075449 2/5/2019	**MCFOA**			
E 101-41400-208	Training and Instruction	$325.00	012919	CLERKS CONFERENCE
	Total MCFOA	$325.00		
Paid Chk# 075450 2/5/2019	**MN FIRE CERTIFICATION BOARD**			
E 101-42210-208	Training and Instruction	$485.00	6359	TRAINING & INSTRUCTION
	Total MN FIRE CERTIFICATION BOARD	$485.00		
Paid Chk# 075451 2/5/2019	**MN NCPERS LIFE INSURANCE**			
G 101-21713	MN Life	$80.00	733400022019	FEBRUARY 2019
	Total MN NCPERS LIFE INSURANCE	$80.00		
Paid Chk# 075452 2/5/2019	**MY ALARM CENTER**			
E 609-49750-445	Security	$78.30	11726556	LIQUOR STORE ALARM
	Total MY ALARM CENTER	$78.30		
Paid Chk# 075453 2/5/2019	**NORTHERN AIR CORPORATION**			
E 602-49490-229	Project Repair & Maintenance	$332.00	156670	MUA REPAIR
	Total NORTHERN AIR CORPORATION	$332.00		
Paid Chk# 075454 2/5/2019	**PACE ANALYTICAL SERVICES**			
E 602-49490-313	Sample Testing	$140.00	1912003201	SAMPLE TESTING
E 602-49490-313	Sample Testing	$147.00	1912003369	SAMPLE TESTING
	Total PACE ANALYTICAL SERVICES	$287.00		
Paid Chk# 075455 2/5/2019	**PAUSTIS WINE COMPANY**			
E 609-49751-206	Freight and Fuel Charges	$2.25	38670	FREIGHT
E 609-49751-253	Wine For Resale	$88.00	38670	WINE
	Total PAUSTIS WINE COMPANY	$90.25		
Paid Chk# 075456 2/5/2019	**PEPSI COLA**			
E 609-49751-254	Miscellaneous Merchandise	$263.35	35928106	MISC
	Total PEPSI COLA	$263.35		
Paid Chk# 075457 2/5/2019	**PERMITWORKS**			
E 101-42400-310	Computer Consulting Fees	$4,180.00	2019-0042	SOFTWARE SUPPORT PLAN
	Total PERMITWORKS	$4,180.00		
Paid Chk# 075458 2/5/2019	**PHILLIPS WINE & SPIRITS CO.**			
E 609-49751-206	Freight and Fuel Charges	$27.48	2494337	FREIGHT
E 609-49751-251	Liquor For Resale	$2,573.34	2494337	LIQUOR
E 609-49751-206	Freight and Fuel Charges	$1.57	2494338	FREIGHT
E 609-49751-253	Wine For Resale	$48.00	2494338	WINE
E 609-49751-206	Freight and Fuel Charges	$17.27	2494339	FREIGHT
E 609-49751-254	Miscellaneous Merchandise	$388.00	2494339	MISC
E 609-49751-255	N/A Products	$64.00	2494339	NA
	Total PHILLIPS WINE & SPIRITS CO.	$3,119.66		
Paid Chk# 075459 2/5/2019	**QUILL CORPORATION**			
E 609-49750-210	Operating Supplies	$295.95	04-2896127	SUPPLIES
E 101-41400-200	Office Supplies	$22.28	4196206	NAME PLATE

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	Total QUILL CORPORATION	$318.23		
Paid Chk# 075460 2/5/2019	**ROSEVILLE, CITY OF**			
E 101-41940-321	Telephone	$82.87	0225552	JANUARY 2019 IT PHONE SVC
E 101-42110-321	Telephone	$82.87	0225552	JANUARY 2019 IT PHONE SVC
E 101-43100-321	Telephone	$82.87	0225552	JANUARY 2019 IT PHONE SVC
E 101-42210-321	Telephone	$82.87	0225552	JANUARY 2019 IT PHONE SVC
E 101-45200-321	Telephone	$82.87	0225552	JANUARY 2019 IT PHONE SVC
E 601-49440-321	Telephone	$82.87	0225552	JANUARY 2019 IT PHONE SVC
E 602-49490-321	Telephone	$82.87	0225552	JANUARY 2019 IT PHONE SVC
E 609-49750-321	Telephone	$82.91	0225552	JANUARY 2019 IT PHONE SVC
E 101-41110-310	Computer Consulting Fees	$310.13	0225589	JANUARY 2019 IT SUPPORT SERVICES
E 101-41400-310	Computer Consulting Fees	$1,007.94	0225589	JANUARY 2019 IT SUPPORT SERVICES
E 101-42110-310	Computer Consulting Fees	$3,566.58	0225589	JANUARY 2019 IT SUPPORT SERVICES
E 101-42210-310	Computer Consulting Fees	$573.75	0225589	JANUARY 2019 IT SUPPORT SERVICES
E 101-43100-310	Computer Consulting Fees	$310.13	0225589	JANUARY 2019 IT SUPPORT SERVICES
E 101-45200-310	Computer Consulting Fees	$310.13	0225589	JANUARY 2019 IT SUPPORT SERVICES
E 601-49440-310	Computer Consulting Fees	$310.13	0225589	JANUARY 2019 IT SUPPORT SERVICES
E 602-49490-310	Computer Consulting Fees	$310.13	0225589	JANUARY 2019 IT SUPPORT SERVICES
E 609-49750-310	Computer Consulting Fees	$155.06	0225589	JANUARY 2019 IT SUPPORT SERVICES
E 101-42400-310	Computer Consulting Fees	$286.87	0225589	JANUARY 2019 IT SUPPORT SERVICES
E 101-41910-310	Computer Consulting Fees	$155.15	0225589	JANUARY 2019 IT SUPPORT SERVICES
	Total ROSEVILLE, CITY OF	$7,959.00		
Paid Chk# 075461 2/5/2019	**SHI INTERNATIONAL CORP**			
E 402-41400-560	Computers	$365.00	B09413246	OFFICE PRO PLUS 2019
	Total SHI INTERNATIONAL CORP	$365.00		
Paid Chk# 075462 2/5/2019	**SOUTHERN GLAZERS OF MN**			
E 609-49751-206	Freight and Fuel Charges	$23.25	1778494	FREIGHT
E 609-49751-251	Liquor For Resale	$2,921.67	1778494	LIQUOR
	Total SOUTHERN GLAZERS OF MN	$2,944.92		
Paid Chk# 075463 2/5/2019	**SPARTAN PROMOTIONAL GROUP, INC**			
E 101-42110-308	Community Education	$426.22	558662	IMPRINTED PENS
	ɔtal SPARTAN PROMOTIONAL GROUP, INC	$426.22		
Paid Chk# 075464 2/5/2019	**SUN LIFE FINANCIAL**			
E 101-41400-130	Employer Paid Insurance	$224.22	012919	FEB INSURANCE
E 101-41500-130	Employer Paid Insurance	$141.88	012919	FEB INSURANCE
E 101-41910-130	Employer Paid Insurance	$80.52	012919	FEB INSURANCE
E 101-42110-130	Employer Paid Insurance	$815.80	012919	FEB INSURANCE
E 101-42400-130	Employer Paid Insurance	$73.58	012919	FEB INSURANCE
E 101-43100-130	Employer Paid Insurance	$175.65	012919	FEB INSURANCE
E 101-43210-130	Employer Paid Insurance	$39.03	012919	FEB INSURANCE
E 101-45200-130	Employer Paid Insurance	$175.65	012919	FEB INSURANCE
E 601-49440-130	Employer Paid Insurance	$49.45	012919	FEB INSURANCE
E 602-49490-130	Employer Paid Insurance	$49.45	012919	FEB INSURANCE
E 609-49750-130	Employer Paid Insurance	$138.05	012919	FEB INSURANCE
	Total SUN LIFE FINANCIAL	$1,963.28		
Paid Chk# 075465 2/5/2019	**SYNOVIA SOLUTIONS**			
E 101-43100-311	Contract	$45.79	116039	JAN 2019 LEASE ON GPS
E 101-45200-311	Contract	$45.79	116039	JAN 2019 LEASE ON GPS
E 601-49440-311	Contract	$45.79	116039	JAN 2019 LEASE ON GPS
E 602-49490-311	Contract	$45.82	116039	JAN 2019 LEASE ON GPS

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	Total SYNOVIA SOLUTIONS	$183.19		
Paid Chk# 075466 2/5/2019	**THE AMERICAN BOTTLING COMPANY**			
E 609-49751-254	Miscellaneous Merchandise	$182.34	3562808390	MISC
	Total THE AMERICAN BOTTLING COMPANY	$182.34		
Paid Chk# 075467 2/5/2019	**TJ ASSOCIATES**			
E 101-42210-200	Office Supplies	$39.00	229517	BUSINESS CARDS-BRANDON BOE
E 101-42400-200	Office Supplies	$39.00	229584	BUSINESS CARDS - PHIL
	Total TJ ASSOCIATES	$78.00		
Paid Chk# 075468 2/5/2019	**TOTAL REGISTER SYSTEMS, INC**			
E 609-49750-311	Contract	$1,703.29	1049141	KEYSTROKE SOFTWARE
	Total TOTAL REGISTER SYSTEMS, INC	$1,703.29		
Paid Chk# 075469 2/5/2019	**VINOCOPIA, INC.**			
E 609-49751-206	Freight and Fuel Charges	$12.00	0225535-IN	FREIGHT
E 609-49751-251	Liquor For Resale	$551.75	0225535-IN	LIQUOR
	Total VINOCOPIA, INC.	$563.75		
Paid Chk# 075470 2/5/2019	**WINE MERCHANTS**			
E 609-49751-206	Freight and Fuel Charges	$7.85	7219753	FREIGHT
E 609-49751-253	Wine For Resale	$560.00	7219753	WINE
	Total WINE MERCHANTS	$567.85		
	10100 CASH	$437,150.13		

Fund Summary

10100 CASH	
101 GENERAL FUND	$32,038.23
210 GAMBLING	$20,284.32
402 CAPITAL EQUIPMENT	$365.00
405 Street Improvement Fund	$9,319.65
601 WATER FUND	$73,013.15
602 SEWER FUND	$260,863.42
603 STORM WATER	$4,981.93
609 LIQUOR FUND	$31,347.48
803 ESCROW	$4,936.95
	$437,150.13