CITY OF ST. FRANCIS
CITY COUNCIL AGENDA
TUESDAY, JANUARY 22, 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 7, 2019
   B. Pay Request No. 29/Change Order 1 – Final Payment to Gridor Const for WWTF
   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

5. MEETING OPEN TO THE PUBLIC

6. SPECIAL BUSINESS
   A. Citizen Awards: Samantha Stewart, Alycia Simons and Adam Klinkner
   B. GFOA Award

7. PUBLIC HEARINGS

8. OLD BUSINESS
   A. Animal Control Contract

9. NEW BUSINESS
   A. DEED Grant – Resolution 2019-02 Local Match for a Redevelopment Grant Program
   B. Schedule Work Session
   C. Audio Equipment

10. MEETING OPEN TO THE PUBLIC

11. REPORTS
   A. Department Reports – Community/Economic Development Annual Report
      Public Works Monthly/Annual Report
   B. Councilmember Reports -
   C. Upcoming Events –

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

CITY OF ST. FRANCIS
ST FRANCIS MN
ANOKA COUNTY

CITY COUNCIL MINUTES
January 7, 2019

Pursuant to due call and notice duly given, a special meeting of the "outgoing" City Council was held at St. Francis Area Schools District Offices at 6:00 pm. The meeting was called to order by Mayor Steve Feldman at 6:00 pm with the following council members present: Jerry Tveit, Joe Muehlbauer and Robert Bauer. Rich Skordahl excused. Also present was 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, Fire Chief Dave Schmidt, Finance Director Darcy Mulvihill, and City Clerk Barb Held.

MOTION BY TVEIT SECOND MUEHLBAUER TO APPROVE THE DECEMBER 17, 2018 CITY COUNCIL MINUTES. Motion passes 4-0.

This special meeting adjourned at 6:01 pm.

Oaths of Office: The following individuals having been duly elected with valid Certificates of Election and qualified themselves to take the Oath of Office. The Oaths of Office were administered to newly elected Mayor Steve Feldman, Councilmembers Sarah Udvig and Kevin Robinson.

Feldman thanked Jerry Tveit and Rich Skordahl for their time and service to the city of St. Francis.

1. CALL TO ORDER/PLEDGE OF ALLEGIANCE
   The regular City Council meeting was called to order at 6:05 pm by Mayor Steve Feldman.

2. ROLL CALL
   Members present: Mayor Steve Feldman, Councilmember 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, Fire Chief, Dave Schmidt, Finance Director Darcy Mulvihill & City Clerk Barb Held

3. APPROVAL OF AGENDA
   Add Resolution 2019-01 - Approving Appointments for 2019.
   MOTION TO APPROVE RESOLUTION 2019-01 – APPROVING APPOINTMENTS FOR 2019 BY MUEHLBAUER SECONDED BAUER. Motion carried 5-0.

MOTION TO APPROVE THE AGENDA BY UDVIG SECONDED MUEHLBAUER. Motion carried 5-0.

4. CONSENT AGENDA - *All matters listed within the Consent Agenda are considered routine items to be enacted upon by one motion by the City Council. Items on the Consent Agenda are reviewed in total by the City Council and may be approved through one motion with no further discussion by the Council. Any item may be removed by any Council Member, staff member or person from the public for separate consideration.*

A. EDA Appointment – MaraLynn Kubacki for a term of January 7, 2019 – December 31, 2024
B. Planning Commission Appointments -
   a) Todd Gardner for a term of January 7, 2019 to December 31, 2021
   b) Colleen Sievert for a term of January 7, 2019 to December 31 ,2021
C. Acknowledge the Annual City Charter Report to Chief Judge Tenth Judicial District
D. Acknowledge the Pay Equity Report
E. Authorization to Hire Chase Hedges as a Police Officer contingent upon successful completion of all pre-employment testing
F. Approve the Routine Recycling Agreement with Anoka County
G. Payment of Claims

MOTION TO APPROVE THE AMENDED CONSENT AGENDA BY BAUER, SECONDED BY MUEHLBAUER. Motion carried 5-0.

5. MEETING OPEN TO THE PUBLIC
None.

6. SPECIAL BUSINESS

A. MNDOT Presentation on Highway 47

Melissa Barnes, the North Area Engineer from MnDOT, was present to speak about what is happening with the Highway 47 corridor. Ms. Barnes stated that MnDOT has been in discussion with city staff since the spring of 2018 to begin a corridor study from Ambassador Blvd to Cree Street. The four lane is not working, has been more of a passing zone, speed too fast for a city and difficult for people walking or biking to cross Hwy 47. Ms Barnes gave a power point presentation on this portion of the Highway 47 corridor.

Below are the bullet points from the presentation:

What's happened since the accident: electronic boards with safety messaging installed December 11th, lowered school speed limit on December 19th, moved the 50 mph section north of Ambassador Blvd, increase selected sign sizes, increased enforcement December 21st, provided educational and reflective materials to enforcement and community members for distribution, and set up a website to provide updates. http://www.dot.state.mn.us/metro/projects/hwy47stfrancis/index.html

Moving forward: January 2019: Setting up a Towards Zero Death (TZD) meeting/coalition (brings together engineering, enforcement, education, city officials, others to coordinate and create ideas)

January 2019: School exploring applying for a Safe Routes to School Planning Grant.
February 2019: Launching educational marketing campaign for people who live and travel through St. Francis.
April 2019: Install "Your Speed Is" signs.
April 2019: Install a temporary signal if City approves:

- Incremental benefit over current flasher
- Still need additional enforcement/school support
- Could increase crashes, especially rear ends
- Includes school speed zone "when flashing" lights
- Includes lighting considerations
- Signal is temporary pending study results/future construction

January/February 2019 – July 2020

- Public involvement
- Develop purpose and need
- Traffic analysis
- Incorporation of previous studies
- Alternatives development based on public input
- Final alternative section based on purpose and need
- Design

Construction tentatively planned for 2021

- Possibly phased, complete by 2025

Normal process takes 5+ years to complete

We believe the temporary signal is temporary but need city and school support. Don't believe it is the ultimate solution. We are reviewing the entire corridor. MnDOT has accelerated this project as stated before.

Feldman wants to applaud MnDOT for moving this project up. Public input is crucial. Glad they are looking at the whole corridor. You can also go to our (City's) website under the Our Community tab and you will find the MnDOT link. Thanked Melissa.

Robinson asked do we have a schedule when we would meet again. Ms. Barnes said she would keep the council updated.

Muehlbauer asked how do you plan to notify people to get community involvement. Feldman said we will take our time and do it right it is going to be a long-term process; we are going to do this right. We don't want social media put out bad information. Kohlmann said we could put information out too from our meetings.

Bauer said make sure everyone of the crossings is looked at along Highway 47. Pederson intersection is important but being on the fire department been on many accidents at all of them.

Udvig asked if you would be giving the school board the same information so we are consistent with information between the city and school board. Barnes said yes, meeting this week and will using them for outreach. Will be getting their input a little bit more when we start talking about outreach.

Feldman said the long-term solution is for all the intersections because the whole corridor will be looked at. The signal will be temporary for now. Public input is important in this study.

Again, it was asked if the study would be from Pederson to Ambassador. Ms. Barnes said it will start at Cree Street and go north to Ambassador Blvd. The Council thanked Ms. Barnes for coming and presenting the information.

No information or approval is needed now. Once it gets to that point Ms. Barnes stated they will bring information back to the council.

Colleen Sievert, question for Chief Schwieger are there plans to continue the extra enforcement in this area? When the school resource officers are available after school, they are patrolling this area. However, after 4:30 pm it is whenever the officers are available. Well aware of the traffic volume in this area. Sievert thanked the officers.

7. PUBLIC HEARINGS
None.

8. OLD BUSINESS
None.

9. NEW BUSINESS

A. Code Enforcement Requested Extensions

Thunstrom reported when code enforcement actions begin staff issues an Administrative Notice not to exceed 20 days to be in compliance. Staff has the ability to grant an extension of no more than 30 additional days. We have two household that requested in writing extensions that are beyond the 30 days as set by Code. It is the opinion of staff that it would be difficult for these two property owners to correct the compliance issues within the allowable time granted by staff. Both property owners have been working with the Community Development staff and communicating long term plans in regards to the clean-up. If Council grants the extensions, staff will monitor to insure there is progress during the extended time and will not issue citation until the deadline as set by council.

Property 1 – Citied for excessive storage of vehicles and components identified as junk and debris. They have requested an extension not to exceed August 1, 2019. In this time, they will continue to remove vehicles and are looking to rebuild a pole building.

Property 2 – Citied for two violations

1. Excessive accumulation of items within yard, garage and around house including those of refuse, junk and decries creating a nuisance violation.
    a. Property has requested an extension of three months (March 22, 2019) to correct these violations.
2. Excessive number of accessory buildings. Current staff has identified the property has over the maximum allowed number and square footage of accessory structures.
    a. If Council requires the correction of the accessory structures the property

owner is requesting up to six (6) months (June 22, 2019) for a compliance date. This would give them time to remove the structure or require the landowner to pursue a Variance.

Feldman asked so the two properties are working with staff. Thunstrom stated correct. Feldman said he is for the extension but only one extension for each property. If they don't complete it by then the fines will continue. Thunstrom stated we have talked to them about progress throughout this extension.

Muehlbauer appreciates working with the property owners who came in to ask for an extension.

Robinson asked when were the complaints initiated on property 1 and 2 and how fast did they come in. How will the complainant know the city is on it and the property owners are participating in cleaning up? Thunstrom replied one property came in within the first two weeks after they received the notice. Property 1 we have been working on for some time. Property 2 has multiple vehicles. The complainants know progress is being done if they can see it or if the complainant left a phone number we can call back and say we are working on it. Robinson commended the property owners that came in and are working with staff.

Bauer said I agree with Kevin on this. With property one and I feel the extension time frame is a little long. If they don't complete it and then we get back into the winter months. Okay with the second property and the June extension.

Feldman said property one with August deadline has a building situation. They are working with us and want to be flexible where we can be. One time extension, one time only. Thunstrom said we could start some midlevel inspections to see if there is progress, maybe do two deadlines. Feldman said let's leave it up to staff.

Udvig put some benchmarks and continually monitor and hopefully you'll see gradual/slight improvement.

Feldman said as long people are working with us. We don't make money off fining people. We really do not want to go through abatements. We make money off growing and promoting the city. Leave it to community development to keep an eye on them.

MOTON BBAUER SECOND ROBINSON TO GRANT THE CODE EXTENSIONS FOR THE TWO PROPERTIES AS PRESENTED. Motion carried 5-0.

B. <u>Wastewater Agreement – The Ponds Development in Oak Grove</u>

Kohlmann before you is a clean copy but may look a little different from what you received in the packet of the wastewater agreement with the city of Oak Grove. Just some formatting changes needed to be made otherwise it is the same language. Kohlmann stated the highlights of the agreement are:

- One time connection charge of $100,000

- Same base and usage rates offered to St. Francis residents
- In the unlikely instance that wastewater strength increases from Oak Grove, surcharges were added to protect the City's infrastructure
- Future connections will pay St. Francis connection charges.
- 20 year agreement

Once approved by St. Francis it will then be sent to the city of Oak Grove.

Feldman thanked City Administrator Joe Kohlmann, Public Works Director Paul Teicher and City Attorney Dave Schaps for working on this agreement. Feldman stressed the highlights of the agreement. He stated he would like to see Oak Grove connect with us. Feldman likes the idea to regionalize this. We would offer the same agreement if any other city wants to connect to us, Bethel, Nowthen. In addition, it promotes growth. Our goal is to get our rates reduced. The Met Council Regionalization has some of the lowest rates in the US. Thanked everyone again who worked on this.

Robinson asked if Oak Grove had any input on this agreement. What about the bio solids. Kohlmann said they told us to come up with a draft. We based it on their facility plan that was done. I don't believe the bio solids were addressed in this plan. This is only for The Ponds development not west Lake George. What they wanted was a draft contract as per the discussion at the work session.

Feldman said I cannot allow for us to do this type project again, this proposal again. We will take any other city that comes before us to hook up to our facility, they will negotiate with us from day one. We will never do the negotiations with ourselves like we did before again. Not going to go into why or how that happened. We will not let that happen again. Any city that wants to come, Bethel/Nowthen you will come to negotiate with us from day one. Have a work session with us, work out the details and would be farther along. Just want to go on record to state this. Not going to allow that to happen. We worked along time on this and put in a lot of effort into it but were only negotiating with ourselves, which made it more difficult. Having two sides/two parties negotiating makes it a lot easier and get to the final/end results a lot quicker.

Udvig asked are we anticipating they will agree with this? Will they have us make changes? Are we going to require them do some leg work on this? Feldman said I would like to have them do some leg work and I am sure they are going to want to tweak it I am sure there will be some concerns that we will be open to. The deal has to work for both parties. I said all along it has to be a mutually beneficial agreement for both sides. If it comes down to what they ask for we can't do, then we can't do it. But on the other hand, I think it is reasonable, the pricing and everything but the effluents and disposals are a big problem. Hot loads are something we are concerned about. I don't want to get into a situation where it cost more for us for them to hook to our system. Wont' have our rate users pay more for them to hook up to us. Once again mutually beneficial to both sides.

Bauer hoped Oak Grove would move forward with this. I would really like to see if they come in with tweaks explain to us how it will benefit our residents. We want to safe guard our residents but also provide a great service to Oak Grove.

Muehlbauer thanked, Paul, Joe, Dave and Craig (city engineer) on putting together this agreement. Feldman said sorry I didn't mention you before Craig. Looking forward working with Oak Grove.

Feldman said one concern that Oak Grove had was that MPCA may take the discharge point away. Can't see them take it away. MPCA is pro regionalization. Along with Met Council good for cost factors. The water we put into Seelye Brook is actually cleaner water than what Seelye Brook is by nature. So the discharge factor should not be a factor. I don't know why any city would want to take on the whole cost and construction of a new facility but it is up to Oak Grove. They have until sometime in February to make that decision.

Jochum said just a clarification of the bio solids; they will be taken care of by St. Francis.

Feldman stated former councils and current would like to see this regionalization. Talked to Nowthen too. Would like to see the doors open with Oak Grove.

MOTION BY MUEHLBAUER SECOND UDVIG TO APPROVE THE AGREEMENT AND AUTHORIZE STAFF TO FORWARD IT ON TO OAK GROVE. Motion carried 5-0.

Feldman said Congratulations to Weston Wolf, who was in attendance, newly elected to Oak Grove City Council.

10. MEETING OPEN TO THE PUBLIC

A. Colleen Sievert 1221 229th Avenue NW question about the discharge and the effluents. If we go into some type of regionalization, have we done our due diligence on the what if's? What happens if we have grown too much that and need to expand. Feldman said our plant was built for over 3,090 hook ups. Now only have 1687 hook ups. Oak Grove would only add 222. Very good question.

11. REPORTS

A. Department Reports – none

B. Councilmember Reports -

Bauer - Thank Sarah and Kevin being elected and now on the council. The next meeting, Tuesday January 22nd we will discuss animal control. Hope to work with Oak Grove in sewer agreement.

Muehlbauer reported he attended the Winning with Cops event. Really good community involvement. Like seeing the police getting involved with the community, like to see more of that. Like the interaction with the people.

Robinson said I want to thank the citizens of St. Francis for allowing me this opportunity, I hope to meet and exceed expectations. It is not about us sitting here it is about the city itself. You need to be involved as the mayor says time and time again.

Come join us, talk to us, make some noise but be respectful, be polite and get educated. We are just people like you guys but you have given us the opportunity to serve and I am very grateful.

Udvig said I too thank the residents for giving me the opportunity to work with you. Please to do not hesitate to contact me. Per our ordinances, I am no longer on the EDA. It only allows for two councilmembers to be on there. Still be attending some of the meeting and looking forward to working with everybody.

Feldman commended Chief Schwieger and Officer Hearn on the Winning with Cops event, I was there myself. Little things are big things, I enjoyed myself there.

Just ask everyone be patient with MnDOT. We have been talking with them for over two years. The accident boosted it up obviously. We have been in contact with our local state representatives. I said this at the rally and all along, it isn't about the money any more it is about what's right here. We are growing and the fact that MnDOT changed from 2025 to 2021 that is huge. I have stated before and out campaigning one of the most frustrating things about government is how slow it works. You need to be patient. Staff and this council continue to work for the residents. Our decisions are based on what is best for our residents. Our concern is for our residents who we serve. Safely is a concern. Children are our priority one. I am sure there will be a multiple things that will happen, their hands are also tied by policies. Is it frustrating at times, yes. With your involvement, it will help. I don't want this fire or flame to burn out we need everyone's comments.

For example on the corner of Ambassador and Bridge Street where church came down, we put up a sign that says, "Clearing the way for future retail development" was done by residents through the St. Francis Forward and the public meetings. We are listening to what you told us and would like to implement that plan. Will put feelers out everywhere to see what type of retailers we can get. It would be nice to get a drug store but they usually want a drive through. What we want and get are sometimes are two different things. We have to work with Anoka County and the State because of all the county roads and the state highway through our city. The past council, the current council will continue work for you. We are open, transparent and accountable. Bring us your thoughts and concerns let us dive into it, look into it and give you our full due diligence. At the end of the day, we may not be able to give you the answer you want to hear but we will give you a truthful researched answer that is our job. That is why you put us here and will continue to do. Proved ourselves the last two years and will continue to do that as long as I am mayor and these councilmembers sit on this council.

Only hope Oak Grove comes on board with us that opens up a whole wide door of communication and workability in the future and I know that mindset is already on our end. There are some new members there that I hope can help make that happen on Oak Groves end. Communication is a big deal.

Give us your input on the animal control officer. I have one rule when communicating with us at meetings, common respect, common curtesy, no anger, leave anger at the

door. Talk with us, let us work with you, that is a big deal. If you have anything to say come to that meeting that day, let us know what your concerns are and hopefully we can make a decision that you can live with and we can live with. Sorry it has taken this long. But social media blew it out of proportion and force us to do multiple interviews, inspections and references. Commend staff who helped us through this.

Still winter and dark out there. Pedestrians wait until cars stop before crossing. Speeding is a problem everywhere.

Welcome Kevin and Sarah again. Thank you for voting us in. Read my newsletters, telling you what is going on in the city.

C. Upcoming Events –

Jan 19 Planning Comm. Meeting @ St. Francis Area Schools District Office 7:00 pm **CANCELLED**
Jan 21 City Offices Closed – Presidents Day
Jan 22(Tues) City Council Meeting @ St. Francis Area Schools District Office 6:00 pm

12. ADJOURNMENT

There being no further business, Mayor Feldman adjourned the regular city council at 8:02 pm.

_____
Barb Held, City Clerk

BOLTON & MENK
Real People. Real Solutions.

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Suite 206
Ramsey, MN 55303-5119

Ph: (763) 433-2851
Fax: (763) 427-0833
Bolton-Menk.com

January 8, 2019

City of St. Francis
Attn: Joe Kohlmann
City Administrator
23340 Cree St. NW
St. Francis, MN 55070-9390

RE: Pay Request No. 29/Change Order 1 – Final Payment
Wastewater Treatment Improvements
St. Francis, Minnesota
BMI Project No.: R21.109015

Dear Mr. Kohlmann:

Please find enclosed three copies of Pay Request No. 29 for the above referenced project. Change Order 1 for this project is also enclosed. Change Order No. 1 is a decrease in contract price of $14,013.00 due to savings worked out between the General Contractor and City Staff. The certified amount of this request is $167,665.00. Approval of Pay Request No. 29 and Change Order No. 1 are the last items with this contract.

Council acceptance will also allow City Staff to receive final IC-134s and release of securities held in escrow.

If you have any questions do not hesitate to call me at 612-840-6068.

Sincerely,

Bolton & Menk, Inc.

Paul Saffert, P. E.
Project Manager

PS/jo

cc: Paul Teicher, City of St. Francis

Enclosures
3 copies signed Pay Request No. 29
3 copies signed Change Order No. 1

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Bolton & Menk is an equal opportunity employer.

SECTION 00991 – CHANGE ORDER

(Instructions on reverse side) No. 1

PROJECT: Saint Francis Wastewater Treatment Improvements

DATE OF ISSUANCE: 1/8/2019 EFFECTIVE DATE: 1/8/2019

OWNER: City of Saint Francis, Minnesota

ENGINEER'S Project No.: R21.109015

CONTRACTOR: Gridor Contruction ENGINEER: Bolton & Menk

You are directed to make the following changes in the Contract Documents.

Description:

Wastewater Treatment Facility Savings

Reason for Change Order:

Cost savings realized by City Staff and General Contractor

Attachments: (List documents supporting change)

None

CHANGE IN CONTRACT PRICE:	CHANGE IN CONTRACT TIMES:
Original Contract Price $21,832,300.00	Original Contract Times Substantial Completion :620 days Ready for final payment :680 days
Net changes from previous Change Orders No. 0 to No. 0 $0	Net changes from previous Change Orders No.0to No.0 0 days
Contract Price Prior to this Change Order $21,832,300.00	Contract Times prior to this Change Order Substantial Completion :620 days or dates Ready for final payment :680 days or dates
Net Decrease (Increase/Decrease/No Change) of this Change Order $(14,013.00)	Net No Change (Increase/Decrease/No Change) of this Change Order 0 days
Contract Price with all approved Change Orders $21,818,287.00	Contract Times with all approved Change Orders Substantial Completion :620 days or dates Ready for final payment :680 days or dates

RECOMMENDED:

By: _____
Engineer (Authorized Signature)

Date: 1/8/2019

APPROVED:

By: _____
Owner (Authorized Signature)

Date: _____

ACCEPTED:

By: _____
Contractor (Authorized Signature)

Date: _____

EJCDC No. 1910C8-B (1990 Edition)

Prepared by the Engineers Joint Contract Documents Committee and endorsed by The Associated General Contractors of America.

CHANGE ORDER

INSTRUCTIONS

A. GENERAL INFORMATION

This document was developed to provide a uniform format for handling contract changes that affect Contract Price or Contract Times. Changes that have been initiated by a Work Change Directive must be incorporated into a subsequent Change Order if they affect Contract Price or Times.

Changes that affect Contract Price or Contract Times should be promptly covered by a Change Order. The practice of accumulating change order items to reduce the administrative burden may lead to unnecessary disputes.

If Milestones have been listed, any effect of a Change Order thereon should be addressed.

For supplemental instructions and monitor changes not involving a change in the Contract Price or Contract Times, a Field Order may be used.

B. COMPLETING THE CHANGE ORDER FORM

Engineer initiates the form, including a description of the changes involved and attachment based upon documents and proposals submitted by Contractor, or requests from Owner, or both.

Once Engineer has completed and signed the form, all copies should be sent to Contractor for approval. After approval by Contractor, all copies should be sent to Owner for approval. Engineer should make distribution of executed copies after approval by Owner.

If a change only applies to Contract Price or to Contract Times, cross out the part of the tabulation that does not apply.

APPLICATION AND CERTIFICATE FOR PAYMENT

O:\Gregg\Current Jobs\St. Francis, MN\Pay Estimates\[Pay Estimate #29.xls]Summary Page

TO OWNER:	City of St. Francis 4058 St. Francis Blvd. NW St. Francis, MN 55070	PROJECT:	Wastewater Treatment Facility Improvements	APPLICATION NO.: PERIOD TO: PROJECT NO.: SUBSTANTIAL CONTRACT DATE: FINAL CONTRACT DATE:	29 8/16/18 to 10/25/18 R21.109015 03/20/17 05/19/17
CONTRACTOR:	Gridor Constr., Inc. 3990 27th Street SE Buffalo, MN 55313	ENGINEER:	Bolton & Menk, Inc. 7533 Sunwood Drive N.W. Ramsey, MN 55303		
CONTACT:	Gregg Schreiner	CONTACT:	Paul Saffert		

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract.

1.	ORIGINAL CONTRACT SUM.....		$21,832,300.00
2.	Net change by Change Orders.....		$0.00
3.	CONTRACT SUM TO DATE (Line 1 + Line 2).....		$21,832,300.00
4.	TOTAL COMPLETED & STORED TO DATE.....		$21,818,287.00
5.	RETAINAGE: Securities in Lieu of Retainage		
	A. 0% of Completed to Date	$0.00	
	B. 0% of Stored Materials	$0.00	
	Total Retainage	$0.00	
6.	TOTAL EARNED LESS RETAINAGE..... (Line 4 less Line 5 Total)		$21,818,287.00
7.	LESS PREVIOUS CERTIFICATES FOR PAYMENT..... (Line 6 from prior payment)		$21,650,622.00
8.	CURRENT PAYMENT DUE.....		$167,665.00
9.	BALANCE TO FINISH, INCLUDING RETAINAGE..... (Line 3 less Line 6)		$14,013.00

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner: COs		
Total approved this month:		
TOTALS:	$0.00	$0.00
NET CHANGES by Change Order:	$0.00	

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR:

By: _____

SHERI L FULLER
Notary Public
State of Minnesota
My Commission Expires
January 31, 2020

State of Minnesota

Subscribed and sworn to before me this 25th day of Oct, 2018

_____ 1/31/2020

Notary Public: Commission Expiration

ENGINEER'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Engineer certifies to the Owner that to the best of the Engineer's knowledge, information and belief the Work has progressed as indicated, the quality of Work is in accordance the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED..... $167,665.00

ENGINEER: Bolton & Menk, Inc.

By: _____ Date: 11/7/2018

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

Item No.	B Description of Work	C Scheduled Value	D Work Completed From Previous Application	D This Period Percent	D This Period Amount	E Material Presently Stored (Not in D or E)	F Total Completed and Stored To Date (D+E+F)	G Percent Completed (G/C)	H Balance To Finish (C-G)
Division 1									
1000.000	Mobilization Insurance & Bonds	$360,000	$360,000			$0	$360,000	100.0%	$0
1020.001	General Construction - Allowance	$250,000	$569,154	49%	$122,519	$0	$691,673	276.7%	-$441,673
1020.002	Utility Service - Allowance	$25,000	$19,197			$0	$19,197	76.8%	$5,803
1020.003	Building Permit - Allowance	$150,000	$25,163			$0	$25,163	16.8%	$124,837
Subtotal for	**Division 1**	**$785,000**	**$973,514**		**$122,519**	**$0**	**$1,096,033**	**139.6%**	**-$311,033**
						check	$1,096,033		
Division 2									
2020.000	Biosolids Site Reclamation	$550,000	$550,000			$0	$550,000	100.0%	$0
2060.000	Demolition of Existing Wastewater Treatment Facilities	$40,000	$40,000			$0	$40,000	100.0%	$0
2100.000	Site Preparation	$50,000	$50,000			$0	$50,000	100.0%	$0
2110.000	Column Foundation Systems - Allowance	$2,450,000	$2,158,824	1.84%	$45,146	$0	$2,203,970	90.0%	$246,030
2120.000	Rammed Aggregate Pier Soils Reinforcement - Allowance					$0	$0	0.0%	$0
2210.000	Finish Grading	$30,000	$30,000			$0	$30,000	100.0%	$0
2220.000	Excavating & Backfill	$1,100,000	$1,100,000			$0	$1,100,000	100.0%	$0
2221.000	Removing Pavement & Miscellaneous Structures	$20,000	$20,000			$0	$20,000	100.0%	$0
2330.000	Excavation & Embankment - Roadway & Pavement	$30,000	$30,000			$0	$30,000	100.0%	$0
2370.000	Storm Water Pollution Prevention Plan (SWPP)	$30,000	$30,000			$0	$30,000	100.0%	$0
2550.000	Site Utilities	$1,000,000	$1,000,000			$0	$1,000,000	100.0%	$0
2600.000	Roads, Walks & Curbs	$150,000	$150,000			$0	$150,000	100.0%	$0
2813.000	Design Build Irrigation System - Allowance	$150,000	$102,430			$0	$102,430	68.3%	$47,570
2830.000	Chain Link Fence & Gates	$15,000	$15,000			$0	$15,000	100.0%	$0
2835.000	Modular Block Retaining Wall	$10,000	$10,000			$0	$10,000	100.0%	$0
2920.000	Soil Preparation, Seeding & Sodding	$40,000	$40,000			$0	$40,000	100.0%	$0
2921.000	Prairie Restoration	$10,000	$10,000			$0	$10,000	100.0%	$0
Subtotal for	**Division 2**	**$5,675,000**	**$5,336,254.00**		**$45,146**	**$0**	**$5,381,400**	**94.83%**	**$293,600**
		check				Check	$5,381,400		
Division 3									
3200.000	Concrete Reinforcement - 760 ton	$1,520,000	$1,520,000			$0	$1,520,000	100.0%	$0
3300.000	Cast in Place Concrete - 8600 cy	$3,440,000	$3,440,000			$0	$3,440,000	100.0%	$0
3400.000	Precast/ Prestressed Concrete - Tees/ Plank/ Wall Panels	$1,630,000	$1,630,000			$0	$1,630,000	100.0%	$0
Subtotal for	**Division 3**	**$6,590,000**	**$6,590,000.00**		**$0**	**$0**	**$6,590,000**	**100.00%**	**$0**
		check				Check	$6,590,000		

Item No.	B Description of Work	C Scheduled Value	D Work Completed From Previous Application	D Work Completed This Period Percent	D Work Completed This Period Amount	E Material Presently Stored (Not in D or E)	G Total Completed and Stored To Date (D+E+F)	H Percent Completed (G/C)	I Balance To Finish (C-G)
Division 4									
4810.000	Unit Masonry Assemblies	$0				$0	$0	0.0%	$0
Subtotal for	Division 4	$0	$0.00		$0	$0	$0	0.00%	$0
		check				Check	$0		
Division 5									
5100.000	Structural Metal	$30,000	$30,000			$0	$30,000	100.0%	$0
5500.000	Miscellaneous Metal Work	$140,000	$140,000			$0	$140,000	100.0%	$0
5520.000	Handrails & Railings	$50,000	$50,000			$0	$50,000	100.0%	$0
5521.000	Roof Hatches	$6,000	$6,000			$0	$6,000	100.0%	$0
Subtotal for	Division 5	$226,000	$226,000.00		$0	$0	$226,000	100.00%	$0
		check				Check	$226,000		
Division 6									
6100.000	Rough Carpentry	$10,000	$10,000			$0	$10,000	100.0%	$0
6200.000	Finish Carpentry	$1,000	$1,000			$0	$1,000	100.0%	$0
6400.000	Interior Architectural Woodwork	$1,000	$1,000			$0	$1,000	100.0%	$0
6410.000	Solids Surface Sills & Thresholds	$3,000	$3,000			$0	$3,000	100.0%	$0
Subtotal for	Division 6	$15,000	$15,000.00		$0	$0	$15,000	100.00%	$0
		check				Check	$15,000		
Division 7									
7150.000	Dampproofing	$5,000	$5,000			$0	$5,000	100.0%	$0
7190.000	Vapor Barrier	$5,000	$5,000			$0	$5,000	100.0%	$0
7210.000	Building Insulation	$20,000	$20,000			$0	$20,000	100.0%	$0
7535.000	Fully Adhered Membrane Roof System	$170,000	$170,000			$0	$170,000	100.0%	$0
7600.000	Flashing & Sheet Metal Work	$30,000	$30,000			$0	$30,000	100.0%	$0
7900.000	Caulking & Sealants	$20,000	$20,000			$0	$20,000	100.0%	$0
Subtotal for	Division 7	$250,000	$250,000.00		$0	$0	$250,000	100.00%	$0
		check				Check	$250,000		
Division 8									
8110.000	Doors & Frames	$50,000	$50,000			$0	$50,000	100.0%	$0
8360.000	Upward Acting Sectional Doors	$15,000	$15,000			$0	$15,000	100.0%	$0
8700.000	Hardware	$30,000	$30,000			$0	$30,000	100.0%	$0
8800.000	Glass & Glazing	$6,000	$6,000			$0	$6,000	100.0%	$0
Subtotal for	Division 8	$101,000	$101,000.00		$0	$0	$101,000	100.00%	$0
		check				Check	$101,000		

Item No.	B Description of Work	C Scheduled Value	D Work Completed From Previous Application	D Work Completed This Period Percent	D Work Completed This Period Amount	E Material Presently Stored (Not in D or E)	F Total Completed and Stored To Date (D+E+F)	G Percent Completed (G/C)	H Balance To Finish (C-G)
Division 9									
9111.000	Non-Load Bearing Steel Framing	$15,000	$15,000			$0	$15,000	100.0%	$0
9250.000	Gypsum Drywall	$25,000	$25,000			$0	$25,000	100.0%	$0
9310.000	Ceramic Tile	$8,000	$8,000			$0	$8,000	100.0%	$0
9500.000	Acoustical Ceiling System	$6,000	$6,000			$0	$6,000	100.0%	$0
9900.000	Wastewater Treatment Facility Painting	$350,000	$350,000			$0	$350,000	100.0%	$0
9930.000	Concrete Staining	$15,000	$15,000			$0	$15,000	100.0%	$0
Subtotal for	**Division 9**	**$419,000**	**$419,000.00**		**$0**	**$0**	**$419,000**	**100.00%**	**$0**
		check				Check	$419,000		
Division 10									
10110.000	Marker Board	$1,000	$1,000			$0	$1,000	100.0%	$0
10155.000	Toilet Compartment	$2,300	$2,300			$0	$2,300	100.0%	$0
10250.000	Safety Devices	$4,000	$4,000			$0	$4,000	100.0%	$0
10260.000	Wall Surface Protection	$1,000	$1,000			$0	$1,000	100.0%	$0
10400.000	Identifying Devices	$6,000	$6,000			$0	$6,000	100.0%	$0
10800.000	Toilet Accessories	$2,000	$2,000			$0	$2,000	100.0%	$0
Subtotal for	**Division 10**	**$16,300**	**$16,300.00**		**$0**	**$0**	**$16,300**	**100.00%**	**$0**
		check				Check	$16,300		

Item No.	B Description of Work	C Scheduled Value	D Work Completed From Previous Application	D Work Completed This Period Percent	D Work Completed This Period Amount	E Material Presently Stored (Not in D or E)	F Total Completed and Stored To Date (D+E+F)	G Percent Completed (G/C)	H Balance To Finish (C-G)
Division 11 & 12									
11214.000	Vertical Turbine Pumps	$160,000	$160,000			$0	$160,000	100.0%	$0
11245.000	Polymer Mix/ Feed System - Allowance	$235,000	$235,000			$0	$235,000	100.0%	$0
11246.000	Carbon Feed System - Allowance					$0	$0	0.0%	$0
11248.000	Ferric Chloride Feed System - Allowance					$0	$0	0.0%	$0
11265.000	Ultraviolet Disinfection - Allowance	$635,000	$635,000			$0	$635,000	100.0%	$0
11280.000	Hydraulic Gates	$30,000	$30,000			$0	$30,000	100.0%	$0
11310.000	Centrifugal Wastewater Pumps	$120,000	$120,000			$0	$120,000	100.0%	$0
11311.000	Submersible Centrifugal Pumps	$110,000	$110,000			$0	$110,000	100.0%	$0
11312.000	Recessed Impeller Vortex Pump	$25,000	$25,000			$0	$25,000	100.0%	$0
11318.000	Screw Impeller Centrifugal Pumps	$25,000	$25,000			$0	$25,000	100.0%	$0
11320.000	Grit Removal System	$54,000	$54,000			$0	$54,000	100.0%	$0
11321.000	Grit Separation System	$35,000	$35,000			$0	$35,000	100.0%	$0
11335.000	Fine Screen	$90,000	$90,000			$0	$90,000	100.0%	$0
11345.000	Chlorination/ Dechlorination Equipment - Allowance					$0	$0	0.0%	$0
11351.000	Clarifier Equipment - Suction Type Clarifier	$200,000	$200,000			$0	$200,000	100.0%	$0
11373.000	Blower System (PD w/ Enclosure)	$290,000	$290,000			$0	$290,000	100.0%	$0
11374.000	Fine Pore Membrane Aeration Equipment	$85,000	$85,000			$0	$85,000	100.0%	$0
11385.000	Coarse Bubble Aearation System	$85,000	$85,000			$0	$85,000	100.0%	$0
11386.000	Rapid Mixers	$13,000	$13,000			$0	$13,000	100.0%	$0
11387.000	Submersible Mixers	$55,000	$55,000			$0	$55,000	100.0%	$0
11600.001	Laboratory Equipment	$46,000	$46,000			$0	$46,000	100.0%	$0
11600.002	Laboratory Equipment - Allowance	$25,000	- $1,836			$0	$1,836	7.3%	$23,164
11630.000	Automatic Sampler	$39,000	$39,000			$0	$39,000	100.0%	$0
12300.000	Furnishings - Allowance	$25,000	$12,632			$0	$12,632	50.5%	$12,368
12346.000	Casework	$30,000	$30,000			$0	$30,000	100.0%	$0
Subtotal for	**Division 11 & 12**	**$2,412,000**	**$2,376,468.00**		**$0**	**$0**	**$2,376,468**	**98.53%**	**$35,532**
		check							
Division 13									
13126.000	Circular Tank Covers	$290,000	$290,000			$0	$290,000	100.0%	$0
13211.000	Water Storage Tank Disinfection	$1,000	$1,000			$0	$1,000	100.0%	$0
13222.000	Filter Underdrain System	$90,000	$90,000			$0	$90,000	100.0%	$0
13226.000	Filter Media & Gravel	$30,000	$30,000			$0	$30,000	100.0%	$0
13228.000	Filter Washwater Troughs	$30,000	$30,000			$0	$30,000	100.0%	$0
13852.000	Grating	$30,000	$30,000			$0	$30,000	100.0%	$0
Subtotal for	**Division 13**	**$471,000**	**$471,000.00**		**$0**	**$0**	**$471,000**	**100.00%**	**$0**
		check				Check	$471,000		

Item No.	B Description of Work	C Scheduled Value	D Work Completed From Previous Application	D Work Completed This Period Percent	D Work Completed This Period Amount	E Material Presently Stored (Not in D or E)	F Total Completed and Stored To Date (D+E+F)	G Percent Completed (G/C)	H Balance To Finish (C-G)
Division 14									
14300.000	Hoisting Equipment	$12,000	$12,000			$0	$12,000	100.0%	$0
14620.000	Portable Hoist	$4,000	$4,000			$0	$4,000	100.0%	$0
Subtotal for	**Division 14**	**$16,000**	**$16,000.00**		**$0**	**$0**	**$16,000**	**100.00%**	**$0**
		check							
Division 15									
15050.000	Industrial Hose & Fittings	$6,000	$6,000			$0	$6,000	100.0%	$0
15060.000	Process Pipe & Pipe Fittings	$855,000	$855,000			$0	$855,000	100.0%	$0
15100.000	Valves	$400,000	$400,000			$0	$400,000	100.0%	$0
15101.000	Electric Valve Actuators					$0	$0	0.0%	$0
15102.000	Pneumatic Valve Actuators					$0	$0	0.0%	$0
15130.000	Gauges	$20,000	$20,000			$0	$20,000	100.0%	$0
15140.000	Supports & Anchors	$90,000	$90,000			$0	$90,000	100.0%	$0
15250.000	Mechanical Insulation	$40,000	$40,000			$0	$40,000	100.0%	$0
15400.000	Plumbing	$440,000	$440,000			$0	$440,000	100.0%	$0
15500.000	Heating/ Ventilating & Air Conditioning	$530,000	$530,000			$0	$530,000	100.0%	$0
15510.000	Hydronic Heating Systems	$300,000	$300,000			$0	$300,000	100.0%	$0
15950.000	HVAC Controls	$50,000	$50,000			$0	$50,000	100.0%	$0
15990.000	TAB	$5,000	$5,000			$0	$5,000	100.0%	$0
Subtotal for	**Division 15**	**$2,736,000**	**$2,736,000.00**		**$0**	**$0**	**$2,736,000**	**100.00%**	**$0**
		check				Check	$2,736,000		
Division 16									
16010.000	Electrical General Provisions	$50,000	$50,000			$0	$50,000	100.0%	$0
16100.000	Basic Materials & Methods	$220,000	$220,000			$0	$220,000	100.0%	$0
16200.000	Power Generation System	$200,000	$200,000			$0	$200,000	100.0%	$0
16400.000	Electrical Distribution	$250,000	$250,000			$0	$250,000	100.0%	$0
16500.000	Lighting	$80,000	$80,000			$0	$80,000	100.0%	$0
16700.000	Special Systems	$20,000	$20,000			$0	$20,000	100.0%	$0
16900.000	Starters & Motor Control	$250,000	$250,000			$0	$250,000	100.0%	$0
16950.001	Instrumentation & Control	$1,000,000	$1,000,000			$0	$1,000,000	100.0%	$0
16950.002	Computer - Allowance	$50,000	$54,086			$0	$54,086	108.2%	-$4,086
Subtotal for	**Division 16**	**$2,120,000**	**$2,124,086.00**		**$0**	**$0**	**$2,124,086**	**100.19%**	**-$4,086**
		check				Check	$2,124,086		
	Grand Total	$21,832,300	$21,650,622		$167,665	$0	21,818,287	99.94%	$14,013

W.T.F.I. - St. Francis, MN

Stored Materials & Equipment Summary

Gridor Constr., Inc.
3990 27th Street SE
Buffalo, MN 55313

Pay Req. No. 29
Period Ending: 10/25/2018

Pay Item No.	Pay Application Work Item	Scheduled Value	Previous Stored To Date	New Storage This Month	Vendor/Description for New Storage	Total Stored to Date	Previous Installed to date	Installed this month	Total Installed to date	Amount Remaining in Storage
	Grand Totals	**$21,832,300**								
1000.000	Moblization Insurance & Bonds	$360,000								
1020.001	General Construction - Allowance	$250,000	$39,427			$39,427	$39,427		$39,427	
1020.002	Utility Service - Allowance	$25,000								
1020.003	Building Permit - Allowance	$150,000								
Subtotal for	**Division 1**	$785,000	$39,427	$0		$39,427	$39,427	$0	$39,427	$0
Division 2										
2020.000	Biosolids Site Reclamation	$550,000								
2060.000	Demolition of Existing Wastewater Treatment Facilities	$40,000								
2100.000	Site Preparation	$50,000								
2110.000	Column Foundation Systems - Allowance	$2,450,000	$159,030			$159,030	$159,030		$159,030	
2120.000	Rammed Aggregate Pier Soils Reinforcement - Allowance									
2210.000	Finish Grading	$30,000								
2220.000	Excavating & Backfill	$1,100,000								
2221.000	Removing Pavement & Miscellaneous Structures	$20,000								
2330.000	Excavation & Embankment - Roadway & Pavement	$30,000								
2370.000	Storm Water Pollution Prevention Plan (SWPP)	$30,000								
2550.000	Site Utilities	$1,000,000	$560,675			$560,675	$560,675		$560,675	
2600.000	Roads, Walks & Curbs	$150,000								
2813.000	Design Build Irrigation System - Allowance	$150,000	$280			$280	$280		$280	
2830.000	Chain Link Fence & Gates	$15,000								
2835.000	Modular Block Retaining Wall	$10,000								
2920.000	Soil Preparation, Seeding & Sodding	$40,000								
2921.000	Prairie Restoration	$10,000								
Subtotal for	**Division 2**	$5,675,000	$719,985	$0		$719,985	$719,985	$0	$719,985	$0
Division 3										
3200.000	Concrete Reinforcement - 760 ton	$1,520,000	$836,494			$836,494	$836,494		$836,494	
3300.000	Cast in Place Concrete - 8600 cy	$3,440,000								
3400.000	Precast/ Prestressed Concrete - Tees/ Plank/ Wall Panels	$1,630,000	$1,299,056			$1,299,056	$1,299,056		$1,299,056	
Subtotal for	**Division 3**	$6,590,000	$2,135,550	$0		$2,135,550	$2,135,550	$0	$2,135,550	$0
Division 4										
4810.000	Unit Masonry Assemblies	$0								
Subtotal for	**Division 4**	$0	$0	$0		$0	$0	$0	$0	$0
Division 5										
5100.000	Structural Metal	$30,000	$5,000			$5,000	$5,000		$5,000	
5500.000	Miscellaneous Metal Work	$140,000	$117,655			$117,655	$117,655		$117,655	
5520.000	Handrails & Railings	$50,000	$49,828			$49,828	$49,828		$49,828	
5521.000	Roof Hatches	$6,000	$5,140			$5,140	$5,140		$5,140	
Subtotal for	**Division 5**	$226,000	$177,623	$0		$177,623	$177,623	$0	$177,623	$0
Division 6										
6100.000	Rough Carpentry	$10,000								
6200.000	Finish Carpentry	$1,000								
6400.000	Interior Architectural Woodwork	$1,000	$500			$500	$500		$500	
6410.000	Solids Surface Sills & Thresholds	$3,000	$2,500			$2,500	$2,500		$2,500	
Subtotal for	**Division 6**	$15,000	$3,000	$0		$3,000	$3,000	$0	$3,000	$0

W.T.F.I. - St. Francis, MN

Stored Materials & Equipment Summary

Gridor Constr., Inc.
3990 27th Street SE
Buffalo, MN 55313

Pay Req. No. 29
Period Ending: 10/25/2018

Pay Item No.	Pay Application Work Item	Scheduled Value	Previous Stored To Date	New Storage This Month	Vendor/Description for New Storage	Total Stored to Date	Previous Installed to date	Installed this month	Total Installed to date	Amount Remaining in Storage
Division 7										
7150.000	Dampproofing	$5,000								
7190.000	Vapor Barrier	$5,000								
7210.000	Building Insulation	$20,000								
7535.000	Fully Adhered Membrane Roof System	$170,000								
7600.000	Flashing & Sheet Metal Work	$30,000								
7900.000	Caulking & Sealants	$20,000								
Subtotal for	Division 7	$250,000	$0	$0		$0	$0	$0	$0	$0
Division 8										
8110.000	Doors & Frames	$50,000	$41,000			$41,000	$41,000		$41,000	
8360.000	Upward Acting Sectional Doors	$15,000								
8700.000	Hardware	$30,000	$16,900			$16,900	$16,900		$16,900	
8800.000	Glass & Glazing	$6,000								
Subtotal for	Division 8	$101,000	$57,900	$0		$57,900	$57,900	$0	$57,900	$0
Division 9										
9111.000	Non-Load Bearing Steel Framing	$15,000								
9250.000	Gypsum Drywall	$25,000								
9310.000	Ceramic Tile	$8,000								
9500.000	Accoustical Ceiling System	$6,000								
9900.000	Wastewater Treatment Facility Painting	$350,000								
9930.000	Concrete Staining	$15,000								
Subtotal for	Division 9	$419,000	$0	$0		$0	$0	$0	$0	$0
Division 10										
10110.000	Marker Board	$1,000								
10155.000	Toilet Compartment	$2,300	$1,329			$1,329	$1,329		$1,329	
10250.000	Safety Devices	$4,000								
10260.000	Wall Surface Protection	$1,000								
10400.000	Identifying Devices	$6,000	$1,037			$1,037	$1,037		$1,037	
10800.000	Toilet Accessories	$2,000								
Subtotal for	Division 10	$16,300	$2,366	$0		$2,366	$2,366	$0	$2,366	$0
Division 11 & 12										
11214.000	Vertical Turbine Pumps	$160,000	$149,975			$149,975	$149,975		$149,975	
11245.000	Polymer Mix/ Feed System - Allowance	$235,000	$235,000			$235,000	$235,000		$235,000	
11246.000	Carbon Feed System - Allowance									
11248.000	Ferric Chloride Feed System - Allowance									
11265.000	Ultraviolet Disinfection - Allowance	$635,000	$632,052			$632,052	$632,052		$632,052	
11280.000	Hydraulic Gates	$30,000	$21,457			$21,457	$21,457		$21,457	
11310.000	Centrifugal Wastewater Pumps	$120,000								
11311.000	Submersible Centrifugal Pumps	$110,000	$103,284			$103,284	$103,284		$103,284	
11312.000	Recessed Impeller Vortex Pump	$25,000	$21,792			$21,792	$21,792		$21,792	
11318.000	Screw Impeller Centrifugal Pumps	$25,000								
11320.000	Grit Removal System	$54,000	$37,406			$37,406	$37,406		$37,406	
11321.000	Grit Separation System	$35,000	$20,000			$20,000	$20,000		$20,000	
11335.000	Fine Screen	$90,000	$78,469			$78,469	$78,469		$78,469	
11345.000	Chlorination/ Dechlorination Equipment - Allowance									
11351.000	Clarifier Equipment - Suction Type Clarifier	$200,000	$167,535			$167,535	$167,535		$167,535	
11373.000	Blower System (PD w/ Enclosure)	$290,000	$285,000			$285,000	$285,000		$285,000	
11374.000	Fine Pore Membrane Aeration Equipment	$85,000	$66,407			$66,407	$66,407		$66,407	
11385.000	Coarse Bubble Aearation System	$85,000	$61,407			$61,407	$61,407		$61,407	
11386.000	Rapid Mixers	$13,000	$12,000			$12,000	$12,000		$12,000	
11387.000	Submersible Mixers	$55,000	$48,581			$48,581	$48,581		$48,581	
11600.001	Laboratory Equipment	$46,000								
11600.002	Laboratory Equipment - Allowance	$25,000								
11630.000	Automatic Sampler	$39,000	$23,701			$23,701	$23,701		$23,701	
12300.000	Furnishings - Allowance	$25,000								
12346.000	Casework	$30,000								
Subtotal for	Division 11 & 12	$2,412,000	$1,964,066	$0		$1,964,066	$1,964,066	$0	$1,964,066	$0

W.T.F.I. - St. Francis, MN

Stored Materials & Equipment Summary

Gridor Constr., Inc.
3990 27th Street SE
Buffalo, MN 55313

Pay Req. No. 29
Period Ending: 10/25/2018

Pay Item No.	Pay Application Work Item	Scheduled Value	Previous Stored To Date	New Storage This Month	Vendor/Description for New Storage	Total Stored to Date	Previous Installed to date	Installed this month	Total Installed to date	Amount Remaining in Storage
Division 13										
13126.000	Circular Tank Covers	$290,000	$178,516			$178,516	$178,516		$178,516	
13211.000	Water Storage Tank Disinfection	$1,000								
13222.000	Filter Underdrain System	$80,000	$80,000			$80,000	$80,000		$80,000	
13226.000	Filter Media & Gravel	$30,000								
13228.000	Filter Washwater Troughs	$30,000	$27,359			$27,359	$27,359		$27,359	
13852.000	Grating	$30,000								
Subtotal for	Division 13	$471,000	$285,875	$0		$285,875	$285,875	$0	$285,875	$0
Division 14										
14300.000	Hoisting Equipment	$12,000	$9,264			$9,264	$9,264		$9,264	
14620.000	Portable Hoist	$4,000								
Subtotal for	Division 14	$16,000	$9,264	$0		$9,264	$9,264	$0	$9,264	$0
Division 15										
15050.000	Industrial Hose & Fittings	$6,000								
15060.000	Process Pipe & Pipe Fittings	$855,000	$600,072			$600,072	$600,072		$600,072	
15100.000	Valves	$400,000	$339,180			$339,180	$339,180		$339,180	
15101.000	Electrical Valve Actuators									
15102.000	Pneumatic Valve Actuators									
15130.000	Gauges	$20,000								
15140.000	Supports & Anchors	$90,000	$11,771			$11,771	$11,771		$11,771	
15250.000	Mechanical Insulation	$40,000								
15400.000	Plumbing	$440,000	$15,000			$15,000	$15,000		$15,000	
15500.000	Heating/ Ventilating & Air Conditioning	$530,000	$171,663			$171,663	$171,663		$171,663	
15510.000	Hydronic Heating Systems	$300,000								
15950.000	HVAC Controls	$50,000								
15990.000	TAB	$5,000								
Subtotal for	Division 15	$2,736,000	$1,137,686	$0		$1,137,686	$1,137,686	$0	$1,137,686	$0
Division 16										
16010.000	Electrical General Provisions	$50,000								
16100.000	Basic Materials & Methods	$220,000								
16200.000	Power Generation System	$200,000								
16400.000	Electrical Distribution	$250,000								
16500.000	Lighting	$80,000	$70,715			$70,715	$70,715		$70,715	
16700.000	Special Systems	$20,000								
16900.000	Starters & Motor Control	$250,000								
16950.001	Instrumentation & Control	$1,000,000	$60,000			$60,000	$60,000		$60,000	
16950.002	Computer - Allowance	$50,000								
Subtotal for	Division 16	$2,120,000	$60,000	$0		$60,000	$60,000	$0	$60,000	$0
	Grand Totals	$21,832,300	$6,592,742	$0		$6,592,742	$6,592,742	$0	$6,592,742	$0

City of St. Francis

CITY COUNCIL AGENDA REPORT
Agenda Item #:
4 C

TO: Joe Kohlmann, City Administrator
FROM: Kate Thunstrom, Community Development Director
SUBJECT: Business Application – Pawnbroker License
DATE: January 22, 2019

OVERVIEW:

The City has received an application for Pawnbroker License - Business License request. This is a new business to St. Francis.

Proposed business information is as follows:
Savers Pawn
3220 Bridge Street, Suite 101-102 (St. Francis Mall)
Owner operator, no additional employees

Insurance information still pending – required prior to license final approval.

As outlined in City Code Chapter 6 – Section 8, this type of business is required to register to meet license requirements. As outlined within the City Fee Schedule, the annual license fee is set at $1,000.00.

ACTION TO BE CONSIDERED:

Action to be considered is approval of the attached application.

BUDGET IMPLICATION:

Attachments:
Amusement Machine License Application

City of St. Francis

received 1/2/2019

APPLICATION FOR PAWNBROKER LICENSE

Requirements, Process and Application Packet
CITY CODE CHAPTER 6-8-1.

Application is hereby submitted for a pawnbroker license within the City of St. Francis, in accordance with the Ordinances of said city regulating the same.

Enclose with this applications:

- The Annual license fee of $1,000
- A completed and signed "background check authorization" form and copy of driver's license
- Fee for background check: $25
- A certificate of workers' comp insurance or company name & policy #: NO EMPLOYEES / JUST ME (if applicable)
- A certificate of liability insurance

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1. FULL Name of Business: SAVER'S PAWN
2. Address of the premises to be licensed: ~~23168 Hwy 47 Suite 300~~ / 3220 BRIDGE ST. Suite 101 + 102
3. Business Phone Number(s): _____
4. Minnesota Tax Identification No. 5787656
5. Federal Tax identification No. 32-0580115
6. Manager or Owner's FULL Name: SAVER (Last) CRAIG (First) WILLIAM (Middle Name)
7. Manager or Owner's Date of Birth ____/____/____
8. Manager or Owner's Place of Birth: ST. PAUL, MN.

If Applicant is different from Manager/Proprietor, please fill out Q's 9 through 15

9. Applicant's FULL Name: _____ (Last) _____ (First) _____ (Middle Name)
10. Applicant's Phone Number(s): (____) _____ (____) _____
11. Applicant's Email Address: _____
12. Applicant's Address: _____
13. Applicant's Date of Birth: _____
14. Applicant's Place of Birth: _____
15. Applicant's Position with Company: _____

City of St. Francis

16. **Address of Owner of Premises:** (If ~~different from applicant~~ Applicant) MY ADDRESS 24355 HWY 65 EAST BETHEL 55005

17. **Owner's Phone Number(s):** (If different from applicant) ___(___)_____(___)_____

18. **If partnership, state names and addresses of all partners. Include a copy of the partnership Agreement.**
N/A

19. **If corporation, state name(s) and addresses of all officers and directors. Include a copy of the Articles of incorporation and Secretary of State's Certificate of Good Standing.**
N/A

No other persons than those named in this application have any interest in the management and control of such business.

20. **Brief description of nature of business and goods to be received/sold:**
LOAN MONEY, SELL ITEMS TAKEN IN FOR COLLATERAL

21. **Period of time in which activities will be conducted:** FEB 2019 AND FUTURE

22. **Sources of supply of goods or property purposed to be sold:**
PUBLIC, COMMUNITY, CUSTOMERS

23. **Other communities where licenses are or have been held:**
NONE

24. **List below as to whether, within the preceding five (5) years, the applicant, and/or owner of the business has been convicted of any crime relating to theft, damage or trespass to property, sale of a controlled substance, or the operation of business; the nature of any such offense and the penalty assessed:**
N/A

City of St. Francis

25. **The names, residences and/or business addresses of three (3) persons, residents of the State of Minnesota of good moral character, not related to the Applicant or financially interested in the licensee's premises who may be referred as to the Applicant's character, or in the case where information is required of a manager, the manager's character.**

DUSTIN HANSCH -

STEVE RICHARDSON -

CHAD LAPENOTIERE -

26. **Do you reside in St. Francis and have your home as a base for your business? Yes:** ☐ **No:** ☒

27. **If yes, what is the present zoning of the property?** B2

28. **This application shall be accompanied by a statement indicating the amount of investment the Applicant has in the business, building, premises, fixtures, furniture, stock in trade, etc. and proof of source of such money.**

DATA PRACTICES ADVISORY: The data supplied in this application will be used to assess the qualifications for a license. This data is not legally required but the City will not be able to grant the license without it. If a license is granted, the data will constitute a public record.

I hereby certify that the foregoing statements are true and correct to the best of my knowledge and that the giving of false information or the failure to give pertinent information constitutes cause for revocation of this permit. Further, I agree to comply with all the provisions of the ordinance under which this license is granted.

Signature of Applicant or Authorized Agent	Print Name of Applicant	Date
	CRAIG SAVER	1-2-19

Subscribed and sworn to before me, a notary public, on this 2nd day of January, 2019

Jodie L. Steffes
NOTARY PUBLIC

JODIE L. E. STEFFES
Notary Public
State of Minnesota
My Commission Expires
January 31, 2022

My Commission expires: Jan 31, 2022

Return completed application and requested information along with the fee to the City Clerk, City of St. Francis, 23340 Cree Street NW, St. Francis, MN 55070 Phone: (763)-753-2630 Fax: (763)-753-9881

Make check or money order payable to "City of St. Francis"

OFFICE USE ONLY:

Approved By/Date	License Fee	Receipt No.	License No.

City of St. Francis

Zoning Approval: _____

Zoning Comments:

_____

_____

_____

Findings by St. Francis Police Department:

_____

_____

_____

_____

_____

~~This License will expire on December 31, 2018.~~

6-8-1. - Pawnbrokers.

A. *Defined.* The term "pawnbroker" means a person who loads money secured by deposit or pledge of personal property, or who buys personal property on condition of selling the same or returning the same back at a stipulated price.

B. *License Required.* It is unlawful for any person to engage in or carry on the business or pawnbroker without a license therefore from the City.

C. *Records.*

1. Each person licensed hereunder shall keep a record of each transaction made in the course of his business. Such record shall be in the form prescribed by the Chief of Police and shall, in all instances, be legibly made in ink and be in the English language. The record so kept shall include the following information about each transaction:
    a. The name, address and date of birth of the person pledging or selling the item.
    b. The time and date of the transaction.
    c. A complete description of the item pledged or sold, including all identifying numbers and identifying marks.
    d. The identification presented of the individual making the pledge or selling the item.
    e. A description of the person pledging or selling the item.
    f. The amount of money paid or loaned for the item.
    g. The signature of the person pledging or selling the item.
    h. Any other information the Police Chief shall require.
2. The records herein shall be kept available for police inspection at any reasonable time at the licensee's place of business.

D. *Minors*: It is unlawful for any pawnbroker to purchase or receive on deposit or pledge any property from any minor person under the age of eighteen years.

E. *Redemption Period.* Any person pledging an article shall have ninety (90) days to redeem the same before the pledge becomes forfeitable.

F. *Police Order to Hold Property.* Whenever the Chief of Police or any member of the police force designated by the Chief of Police, shall notify any such dealer or dealers no to sell any property so received on deposit or purchased by them, or permit the same to be redeemed, such property shall not be sold or permitted to

be redeemed until such time as may be determined by the Chief of Police or member of the police force designated by the Chief of Police so requiring them to be held.

G. *Hours and Days of Operation.* It is unlawful for any pawnbroker to receive any property as a purchase or pledge between the hours of 9:00 PM and 7:00 AM on any weekday, nor between the hours of 9:00 PM on Saturday and 7:00 AM on Monday, nor on New Year's Day, the Fourth of July, Thanksgiving Day and Christmas Day.

H. *Report of Stolen or Lost Goods.* If any goods, articles, or things shall be advertised in any public newspaper as having been lost or stolen, and such goods, articles or things shall then be, or shall thereafter come into the possession of the licensee, said licensee shall, upon actual notice thereof, notify the Police Department in writing that certain goods, articles or things advertised are in said licensee's possession, and shall not thereafter dispose of the same except upon written authority to do so from the Chief of Police.

City of St. Francis

CITY COUNCIL AGENDA REPORT
Agenda Item #:
4 D

TO: Mayor & City Council
FROM: Joe Kohlmann, City Administrator
SUBJECT: **Office Assistant**
DATE: January 22nd, 2019

OVERVIEW:

Staff has conducted interviews for the Office Assistant Position. Staff is recommending hiring Lisa Stoll contingent upon successful completion of a background check and other criteria.

Action to be considered:
Motion to hire Lisa Stoll for the Office Assistant position.

City of St. Francis

CITY COUNCIL AGENDA REPORT
Agenda Item #:
4 E

TO: Joe Kohlmann, City Administrator

FROM: Darcy Mulvihill, Finance Director

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

DATE: 01/16/2019

OVERVIEW:

Attached are the bills received since the last council meeting. Total checks to be written are $99,844.21 plus any additional bills that are handed out on Tuesday night. Also to be approved are the December 2018 transfers of $122,196.85, debt service payments of $937,946.26 which are due 2/1/2019 and the Final Payment to Gridor of $167,665.00.

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:

- 01-22-2019 Packet List
- 01-22-2019 Other Checks

City of St. Francis

PAYMENT BATCH AP 01-22-19

AIRGAS NORTH CENTRAL					
12/31/2018	9958472408	E 101-43100-217	Other Operating Supplies	RENTAL	12.98
12/31/2018	9958472408	E 101-43210-217	Other Operating Supplies	RENTAL	12.98
12/31/2018	9958472408	E 101-45200-217	Other Operating Supplies	RENTAL	12.98
12/31/2018	9958472408	E 601-49440-217	Other Operating Supplies	RENTAL	12.98
12/31/2018	9958472408	E 602-49490-217	Other Operating Supplies	RENTAL	13.01
					$64.93
ANOKA COUNTY 4H PROGRAM					
12/03/2018	.1218	E 101-43210-441	Miscellaneous	RECYCLING HOURS	64.00
					$64.00
ANOKA COUNTY CHIEF OF POLICE					
01/01/2019	.0119	E 101-42110-433	Dues and Subscriptions	2019 DUES	141.60
01/04/2019	.010419	E 101-42110-433	Dues and Subscriptions	MEETINGS	124.50
					$266.10
ANOKA COUNTY TREASURY DEPT.					
01/07/2019	B190103P	E 101-42110-321	Telephone	BROADBAND	37.50
01/07/2019	B190103P	E 101-42210-321	Telephone	BROADBAND	37.50
01/07/2019	B190103P	E 101-43100-321	Telephone	BROADBAND	37.50
01/07/2019	B190103P	E 101-45200-321	Telephone	BROADBAND	37.50
01/07/2019	B190103P	E 601-49440-321	Telephone	BROADBAND	37.50
01/07/2019	B190103P	E 602-49490-321	Telephone	BROADBAND	37.50
					$225.00
ARTISAN BEER COMPANY					
01/09/2019	3317746	E 609-49751-252	Beer For Resale	BEER	32.60
					$32.60
ASPEN MILLS					
01/07/2019	229663	E 101-42110-448	Reserve Officers	HILL RESERVE	107.90
01/11/2019	229985	E 101-42110-448	Reserve Officers	PETERSON RES	99.90
01/11/2019	229986	E 101-42110-437	Uniform Allowance	BULERA-UNIFORMS	189.00
					$396.80
BERNICK COMPANIES, THE					
01/04/2019	473827	E 609-49751-252	Beer For Resale	BEER	151.70
01/11/2019	475241	E 609-49751-254	Miscellaneous Merchandise	MISC	34.00
01/11/2019	475242	E 609-49751-252	Beer For Resale	BEER	119.50
					$305.20
BGS (BARNA GUZY)					
12/31/2018	196759	E 101-41600-304	Civil Legal Fees	WORKERS COMP	671.50
12/31/2018	196878	E 101-41600-312	Criminal Legal Fees	PROSECUTION	5,000.00
12/31/2018	197114	E 101-41600-304	Civil Legal Fees	PURCHASE 3721 BRIDGE	753.00
12/31/2018	197134	E 101-41600-304	Civil Legal Fees	MUNICIPAL	1,900.00
12/31/2018	197135	E 101-41600-304	Civil Legal Fees	GENERAL LABOR	182.00
12/31/2018	197136	E 101-41600-304	Civil Legal Fees	SMITH ADMIN HEARING	14.00
12/31/2018	197137	E 101-41600-304	Civil Legal Fees	MEADOWS	644.00
12/31/2018	197138	E 101-41600-304	Civil Legal Fees	MISCELLANEOUS	4,578.00
12/31/2018	197301	E 101-41600-304	Civil Legal Fees	MISC FORFEITURES	169.00
12/31/2018	197302	E 101-41600-304	Civil Legal Fees	THOLEN FORFEITURES	62.00
12/31/2018	197303	E 101-41600-304	Civil Legal Fees	GOUDGE FORFEITURE	196.00
					$14,169.50
BOND TRUST SERVICES					

12/13/2018	47682	E 330-47000-620	Fiscal Agent s Fees	2017A BOND FEE	475.00
12/13/2018	47683	E 311-47000-620	Fiscal Agent s Fees	2013A BOND FEE	475.00
12/13/2018	47684	E 327-47000-620	Fiscal Agent s Fees	2015A BOND FEE	475.00
12/13/2018	47685	E 602-47000-620	Fiscal Agent s Fees	2016A BONDS FEE	475.00
					$1,900.00
BREAKTHRU BEVERAGE					
11/30/2018	2080220948	E 609-49751-254	Miscellaneous Merchandise	MISC	(28.46)
12/10/2018	2080222252	E 609-49751-251	Liquor For Resale	LIQUOR	(715.00)
01/03/2019	1080911270	E 609-49751-206	Freight and Fuel Charges	FREIGHT	67.25
01/03/2019	1080911270	E 609-49751-251	Liquor For Resale	LIQUOR	2,705.06
01/03/2019	1080911270	E 609-49751-253	Wine For Resale	WINE	604.65
01/10/2019	1080914471	E 609-49751-206	Freight and Fuel Charges	FREIGHT	21.45
01/10/2019	1080914471	E 609-49751-251	Liquor For Resale	LIQUOR	886.80
01/10/2019	1080914471	E 609-49751-253	Wine For Resale	WINE	43.33
01/10/2019	1080914471	E 609-49751-254	Miscellaneous Merchandise	MISC	107.04
01/10/2019	1080914471	E 609-49751-255	N/A Products	N/A	72.00
01/10/2019	1080914472	E 609-49751-252	Beer For Resale	BEER	246.00
					$4,010.12
BUREAU OF CRIM APPREHENSION					
12/31/2018	521078	E 101-42110-433	Dues and Subscriptions	3RD QTR CJDN	270.00
					$270.00
BUSKEY, CRYSTAL					
		E 609-49750-200	Office Supplies	REIMB PURCHASE & MILEAGE	61.54
					$61.54
CAPITOL BEVERAGE SALES, L.P					
01/14/2019	2210578	E 609-49751-252	Beer For Resale	BEER	181.30
					$181.30
CENTURY LINK					
01/07/2019	.0119	E 601-49440-321	Telephone	PHONE	71.10
01/07/2019	.0119	E 602-49490-321	Telephone	PHONE	71.09
					$142.19
CINTAS					
12/11/2018	4013386749	E 601-49440-402	Janitorial Service	RUGS	23.04
01/09/2019	4014729829	E 609-49750-219	Rug Maintenance	RUGS	11.26
01/09/2019	4014729842	E 601-49440-402	Janitorial Service	RUGS	23.04
					$57.34
COMPASS MINERALS AMERICA, INC					
01/02/2019	372635	G 101-14100	Inventory of Material/Supply	SALT	3,693.70
01/03/2019	373428	G 101-14100	Inventory of Material/Supply	SALT	7,315.32
					$11,009.02
DAHLHEIMER DIST. CO. INC.					
01/02/2019	197110	E 609-49751-252	Beer For Resale	BEER	(93.20)
01/03/2019	196860	E 609-49751-252	Beer For Resale	BEER	4,256.77
01/03/2019	196860	E 609-49751-255	N/A Products	N/A	27.00
01/09/2019	197503	E 609-49751-252	Beer For Resale	BEER	5,488.00
01/09/2019	197503	E 609-49751-254	Miscellaneous Merchandise	MISC	275.20
01/09/2019	197503	E 609-49751-255	N/A Products	N/A	54.00
					$10,007.77
DELL MARKETING L.P.					
01/01/2019	10289918387	E 402-41400-560	Computers	FINANCE COMPUTER	1,818.60
					$1,818.60
DEX MEDIA EAST LLC					
01/05/2019	.0119	E 609-49750-340	Advertising	ADVERTISING	80.00
					$80.00
ELECTRO WATCHMAN, INC.					
01/04/2019	321751	E 101-42110-310	Computer Consulting Fees	SOFTWARE UPGRADE	486.93
01/04/2019	321751	E 101-42210-310	Computer Consulting Fees	SOFTWARE UPGRADE	486.93
01/04/2019	321751	E 101-43100-310	Computer Consulting Fees	SOFTWARE UPGRADE	486.93

01/04/2019	321751	E 101-45200-310	Computer Consulting Fees	SOFTWARE UPGRADE	486.93
01/04/2019	321751	E 601-49440-310	Computer Consulting Fees	SOFTWARE UPGRADE	486.93
01/04/2019	321751	E 602-49490-310	Computer Consulting Fees	SOFTWARE UPGRADE	486.95
					$2,921.60
EMERGENCY MEDICAL PRODUCTS					
01/09/2019	2042245	E 101-42210-217	Other Operating Supplies	GLOVES	290.91
01/16/2019	2043938	E 101-42210-217	Other Operating Supplies	TEST STRIPS	66.40
					$357.31
GOPHER STATE ONE-CALL					
01/15/2019	9000749	E 601-49440-442	Gopher State	2019 FACILITY OPERATOR FEE	25.00
01/15/2019	9000749	E 602-49490-442	Gopher State	2019 FACILITY OPERATOR FEE	25.00
					$50.00
HOISINGTON KOEGLER GROUP, INC					
01/09/2019	017-001-18	E 101-41910-307	Comp Plan/Wetland Fees	COMP PLAN	2,099.63
01/09/2019	018-041-4	E 101-41910-311	Contract	PLANNING	10,445.97
01/09/2019	018-041-4	G 803-22043	Esc-Laketown Homes	RIVERS EDGE	937.50
01/09/2019	018-041-4	G 803-22145	ESC-School-SITE PLAN	SCHOOL	131.25
01/09/2019	018-041-4	G 803-22160	ESC-SCHULTE SUBDIVISION	TURTLE PONDS	187.50
01/09/2019	018-041-4	G 803-22163	ESC-ANDERSON-LOT SPLIT	ANDERSON LOT	825.00
					$14,626.85
INNOVATIVE OFFICE SOLUTIONS, L					
01/03/2019	IN2346948	E 101-41400-200	Office Supplies	OFFICE SUPPLIES	217.94
01/07/2019	IN2350834	E 101-42110-200	Office Supplies	SUPPLIES	116.82
01/08/2019	IN2354244	E 101-42110-200	Office Supplies	OFFICE SUPPLIES	80.02
					$414.78
ISD #15					
01/10/2019	4059	E 101-42110-221	Vehicle Repair & Maintenance	2018 DODGE	44.03
					$44.03
JJ TAYLOR DISTRIBUTING					
01/09/2019	2935500	E 609-49751-206	Freight and Fuel Charges	FREIGHT	3.00
01/09/2019	2935500	E 609-49751-252	Beer For Resale	BEER	531.00
					$534.00
JOHNSON BROS WHLSE LIQUOR					
01/03/2019	1191107	E 609-49751-206	Freight and Fuel Charges	FREIGHT	17.27
01/03/2019	1191107	E 609-49751-251	Liquor For Resale	LIQUOR	1,569.69
01/03/2019	1191108	E 609-49751-206	Freight and Fuel Charges	FREIGHT	10.99
01/03/2019	1191108	E 609-49751-253	Wine For Resale	WINE	300.60
01/03/2019	1191109	E 609-49751-252	Beer For Resale	BEER	45.98
01/06/2019	521307	E 609-49751-206	Freight and Fuel Charges	FREIGHT	(1.57)
01/06/2019	521307	E 609-49751-251	Liquor For Resale	LIQUOR	(112.00)
01/09/2019	1195293	E 609-49751-206	Freight and Fuel Charges	FREIGHT	4.71
01/09/2019	1195293	E 609-49751-251	Liquor For Resale	LIQUOR	485.49
01/09/2019	1195294	E 609-49751-206	Freight and Fuel Charges	FREIGHT	3.14
01/09/2019	1195294	E 609-49751-253	Wine For Resale	WINE	94.85
01/09/2019	1195295	E 609-49751-253	Wine For Resale	WINE	22.99
					$2,442.14
LUPULIN BREWING					
01/10/2019	18265	E 609-49751-252	Beer For Resale	BEER	108.00
					$108.00
MAHCO					
01/01/2019	.0119	E 101-42400-433	Dues and Subscriptions	2019 MEMBERSHIP	125.00
					$125.00
MCDONALD DIST CO.					
01/08/2019	474620	E 609-49751-252	Beer For Resale	BEER	6,109.57
01/08/2019	474620	E 609-49751-255	N/A Products	N/A	150.00
					$6,259.57
METRO SALES, INC.					
01/07/2019	INV1246604	E 101-41400-200	Office Supplies	COPIES	33.59

01/07/2019	INV1246604	E 101-42110-200	Office Supplies	COPIES	33.59
01/07/2019	INV1246604	E 101-42400-200	Office Supplies	COPIES	33.59
01/07/2019	INV1246604	E 101-43100-200	Office Supplies	COPIES	33.59
01/07/2019	INV1246604	E 101-45200-200	Office Supplies	COPIES	33.59
01/07/2019	INV1246604	E 601-49440-200	Office Supplies	COPIES	33.59
01/07/2019	INV1246604	E 602-49490-200	Office Supplies	COPIES	33.59
01/07/2019	INV1246604	E 609-49750-200	Office Supplies	COPIES	33.64
					$268.77
METRO WEST INSPECTIONS SERVICE					
12/26/2018	1792	E 101-42400-311	Contract	NOVEMBER FINALED	3,401.04
					$3,401.04
MN BOARD OF PEACE OFFICER					
		E 101-42110-433	Dues and Subscriptions	CHASE HEDGES LICENSE	90.00
					$90.00
MN DEPT OF TRANSPORTATION					
12/26/2018	P00009917	E 405-43100-801	2018 Street Improvements	2018 STREETS	863.53
					$863.53
MN MUNICIPAL UTILITIES ASSOC.					
01/04/2019	52698	E 601-49440-433	Dues and Subscriptions	2019 WATER UTILITY DUES	475.00
01/08/2019	52808	E 101-41400-311	Contract	1ST QTR SAFETY	510.00
01/08/2019	52808	E 101-42110-311	Contract	1ST QTR SAFETY	510.00
01/08/2019	52808	E 101-42210-311	Contract	1ST QTR SAFETY	510.00
01/08/2019	52808	E 101-43100-311	Contract	1ST QTR SAFETY	765.00
01/08/2019	52808	E 101-45200-311	Contract	1ST QTR SAFETY	765.00
01/08/2019	52808	E 601-49440-311	Contract	1ST QTR SAFETY	765.00
01/08/2019	52808	E 602-49490-311	Contract	1ST QTR SAFETY	765.00
01/08/2019	52808	E 609-49750-311	Contract	1ST QTR SAFETY	510.00
					$5,575.00
MN NCPERS LIFE INSURANCE					
01/01/2019	.0119	G 101-21713	MN Life	JANUARY INSURANCE	80.00
					$80.00
OPUS 21					
01/06/2019	181260	E 601-49440-382	Utility Billing	UTILITY BILLING	1,569.75
01/06/2019	181260	E 602-49490-382	Utility Billing	UTILITY BILLING	1,569.74
					$3,139.49
PAUSTIS WINE COMPANY					
01/07/2019	37230	E 609-49751-206	Freight and Fuel Charges	FREIGHT	13.75
01/07/2019	37230	E 609-49751-253	Wine For Resale	WINE	1,141.00
					$1,154.75
PHILLIPS WINE & SPIRITS CO.					
01/03/2019	2484101	E 609-49751-206	Freight and Fuel Charges	FREIGHT	12.56
01/03/2019	2484101	E 609-49751-251	Liquor For Resale	LIQUOR	1,201.00
01/09/2019	2487160	E 609-49751-206	Freight and Fuel Charges	FREIGHT	7.85
01/09/2019	2487160	E 609-49751-251	Liquor For Resale	LIQUOR	641.14
01/09/2019	2487161	E 609-49751-206	Freight and Fuel Charges	FREIGHT	12.56
01/09/2019	2487161	E 609-49751-253	Wine For Resale	WINE	330.75
					$2,205.86
POSTMASTER - ST. FRANCIS					
01/01/2019	.0119	E 101-41400-322	Postage	PERMIT FEE	225.00
					$225.00
ROYAL SUPPLY					
01/10/2019	25182	E 101-41940-210	Operating Supplies	SUPPLIES	28.15
01/10/2019	25182	E 101-42110-217	Other Operating Supplies	SUPPLIES	112.61
01/10/2019	25182	E 101-43100-217	Other Operating Supplies	SUPPLIES	56.30
01/10/2019	25182	E 101-45200-217	Other Operating Supplies	SUPPLIES	56.30
01/10/2019	25182	E 601-49440-217	Other Operating Supplies	SUPPLIES	56.30
01/10/2019	25182	E 602-49490-217	Other Operating Supplies	SUPPLIES	56.34
					$366.00

SORENSON, MARK					
		E 101-43100-212	Motor Fuels	REIMBUSE GAS PURCHASE	156.00
					$156.00
SOUTHERN GLAZERS OF MN					
12/31/2018	5038658	E 609-49751-206	Freight and Fuel Charges	FREIGHT	10.24
12/31/2018	5038658	E 609-49751-251	Liquor For Resale	LIQUOR	1,044.00
01/03/2019	1771083	E 609-49751-206	Freight and Fuel Charges	FREIGHT	19.20
01/03/2019	1771083	E 609-49751-251	Liquor For Resale	LIQUOR	3,189.20
01/10/2019	1773603	E 609-49751-206	Freight and Fuel Charges	FREIGHT	4.16
01/10/2019	1773604	E 609-49751-206	Freight and Fuel Charges	FREIGHT	10.24
01/10/2019	1773604	E 609-49751-251	Liquor For Resale	LIQUOR	1,090.15
01/10/2019	1773605	E 609-49751-206	Freight and Fuel Charges	FREIGHT	7.68
01/10/2019	1773605	E 609-49751-251	Liquor For Resale	LIQUOR	89.91
01/10/2019	1773605	E 609-49751-253	Wine For Resale	WINE	512.90
					$5,977.68
ST. FRANCIS AREA CHAMBER OF					
01/01/2019	01034	E 609-49750-340	Advertising	2019 MEMBERSHIP	200.00
					$200.00
ST. FRANCIS TRUE VALUE HARDWAR					
12/31/2018	.1218	E 101-42210-217	Other Operating Supplies	FIRE SUPPLIES	16.05
					$16.05
STOPSTICK, LTD					
01/02/2019	0013598-IN	E 402-42110-550	Vehicles	STOP STICK RACK	493.00
					$493.00
TJ ASSOCIATES					
12/18/2018	229227	E 101-42110-200	Office Supplies	PROPERTY SHEETS	38.95
01/10/2019	229462	E 101-42110-200	Office Supplies	CALENDARS	9.50
					$48.45
U S BANK EQUIPMENT FINANCE					
		E 101-41400-240	Office Equip	COPIER LEASE	201.24
		E 101-43100-240	Office Equip	COPIER LEASE	201.24
		E 101-43210-240	Office Equip	COPIER LEASE	201.24
		E 101-45200-240	Office Equip	COPIER LEASE	201.24
		E 601-49440-240	Office Equip	COPIER LEASE	201.24
		E 602-49490-240	Office Equip	COPIER LEASE	201.25
					$1,207.45
VINOCOPIA, INC.					
12/31/2018	0223688-CM	E 609-49751-206	Freight and Fuel Charges	FREIGHT	(5.00)
12/31/2018	0223688-CM	E 609-49751-251	Liquor For Resale	LIQUOR	(160.00)
01/11/2019	0224598-IN	E 609-49751-206	Freight and Fuel Charges	FREIGHT	14.00
01/11/2019	0224598-IN	E 609-49751-251	Liquor For Resale	LIQUOR	1,134.00
01/11/2019	0224598-IN	E 609-49751-253	Wine For Resale	WINE	80.00
					$1,063.00
WINE MERCHANTS					
01/03/2019	7217228	E 609-49751-206	Freight and Fuel Charges	FREIGHT	7.85
01/03/2019	7217228	E 609-49751-253	Wine For Resale	WINE	360.00
					$367.85
FUND SUMMARY					$99,844.21

101 GENERAL FUND	$50,101.61
311 2013 Debt Service	$475.00
327 2015 Debt Service	$475.00
330 2017 Refunding Bonds	$475.00
402 CAPITAL EQUIPMENT	$2,311.60

405 Street Improvement Fund	$863.53
601 WATER FUND	$3,780.47
602 SEWER FUND	$3,734.47
609 LIQUOR FUND	$35,546.28
803 ESCROW	$2,081.25
Total	99,844.21

CITY OF ST. FRANCIS
1/22/2019

Checks cut since last Council Meeting

Check Number	Check Date	Payee	Description	Amount
		TOTAL		0.00

Disbursements via Debits to 4M Account

Payee	Description	Amount
Bond Trust Services	2010A Bond Payments	88,228.13
Bond Trust Services	2013A Bond Payments	298,097.50
Bond Trust Services	2015A Bond Payments	75,830.00
Bond Trust Services	2016A Bond Payments	103,900.00
Bond Trust Services	2017A Bond Payments	371,890.63
Gridor Constuction	Final--WWTP	167,665.00
TOTAL		1,105,611.26

Disbursements via Debits to Checking Account

	Payee	Description	Amount
12/03/18	Cayan	Liquor CC Fee	2,767.71
12/07/18	Cayan	Liquor CC Fee	5.25
12/12/18	Visa	CC Bill	10,836.99
12/13/18	Federal Tax	Payroll	18,944.35
	PERA	Payroll	16,802.41
	VOYA	Payroll	1,690.00
	ICMA	Payroll	460.00
	State Tax	Payroll	3,991.92
	MSRS	Payroll	675.52
	Healthcare Savings	Payroll	594.50
12/17/18	Cayan	Liquor CC Fee	39.90
12/18/18	Federal Tax	Payroll	1,610.75
	PERA	Payroll	864.00
	State Tax	Payroll	83.38
	Child support	Payroll	245.56
12/20/18	MN Dept of Revenue	Sales Tax	17,652.00
12/26/18	Cayan	Liquor CC Fee	5.05
12/27/18	Federal Tax	Payroll	18,449.78
	PERA	Payroll	16,415.53
	VOYA	Payroll	1,690.00
	ICMA	Payroll	460.00
	State Tax	Payroll	3,939.62
	MSRS	Payroll	626.46
	Healthcare Savings	Payroll	594.50
	Sick leave	Payroll	1,876.73
	FWT-STD	Payroll	224.03
	TASC	Cobra Fee	149.26
	Village Bank		115.45
	PSN		386.20
	TOTAL		122,196.85

City of St. Francis

CITY COUNCIL
AGENDA REPORT
Agenda Item #:
6 B

TO: Joe Kohlmann, City Administrator

FROM: Darcy Mulvihill, Finance Director

SUBJECT: **GFOA Certificate of Achievement for Excellence in Financial Reporting 2017**

DATE: 01/16/2019

OVERVIEW:

Attached is the letter from the Government Finance Officers Association on the 2017 Certificate of Achievement for Excellence in Financial Reporting 2017. This is the 7th year the city has received this award.

ACTION TO BE CONSIDERED:

Presentation of the Award.

BUDGET IMPLICATION:

None

Attachments:

- 2017 Certificate of Achievement for Excellence in Financial Reporting

Government Finance Officers Association
203 North LaSalle Street, Suite 2700
Chicago, Illinois 60601-1210
312.977.9700 *fax:* 312.977.4806

December 14, 2018

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

Dear Mr. Kohlmann:

We are pleased to notify you that your 2017 fiscal year end comprehensive annual financial report (CAFR) qualifies for GFOA's Certificate of Achievement for Excellence in Financial Reporting. The Certificate of Achievement is the highest form of recognition in governmental accounting and financial reporting, and its attainment represents a significant accomplishment. Congratulations for having satisfied the high standards of the program. We hope that your example will encourage others in their efforts to achieve and maintain an appropriate standard of excellence in financial reporting.

A "Summary of Grading" form and a confidential list of comments and suggestions for possible improvements are enclosed. We want to strongly encourage the recommended improvements be made in the next report, and that the report be submitted to the program within six months of your next fiscal year end. Certificate of Achievement Program policy requires that written responses to the comments and suggestions for improvement accompany the next fiscal year's submission. The written responses should provide details about how each item is addressed within this report. These responses will be provided to those Special Review Committee members participating in the review. If a comment is unclear or there appears to be a discrepancy, please contact the Technical Services Center at (312) 977-9700 and ask to speak with a Certificate of Achievement Program in-house reviewer.

When a Certificate of Achievement for Excellence in Financial Reporting is awarded to a government, an Award of Financial Reporting Achievement (AFRA) is also presented to the individual(s) or department designated by the government as primarily responsible for its having earned the Certificate. An AFRA is enclosed for the preparer as designated on the application.

Continuing participants will find a brass medallion enclosed with these results. First-time recipients will receive a plaque in about 10 weeks. We hope that appropriate publicity will be given to this notable achievement. A sample news release has been enclosed.

A current holder of a Certificate of Achievement may include a reproduction of the Certificate in its immediately subsequent CAFR. A camera-ready copy of your Certificate is enclosed for that purpose. If you reproduce your Certificate in your next report, please refer to the enclosed instructions. A Certificate of Achievement is valid for a period of one year.

A Certificate of Achievement Program application is posted on GFOA's website. This application must be completed and accompany your next submission. See sections III and IV of the application for instructions. **The entity's GFOA membership number appears on the attached comments and must be listed on the application.** Your continued interest in and support of the Certificate of Achievement Program is most appreciated. If we may be of any further assistance, please contact the Technical Services Center at (312) 977-9700.

Sincerely,

Michele Mark Levine

Michele Mark Levine
Director, Technical Services Center

GOVERNMENT FINANCE OFFICERS ASSOCIATION

NEWS RELEASE

FOR IMMEDIATE RELEASE

12/14/2018

For more information contact:
Michele Mark Levine, Director/TSC
Phone: (312) 977-9700
Fax: (312) 977-4806
E-mail: mlevine@gfoa.org

(Chicago, Illinois)--The Certificate of Achievement for Excellence in Financial Reporting has been awarded to **City of St. Francis** by Government Finance Officers Association of the United States and Canada (GFOA) for its comprehensive annual financial report (CAFR). The Certificate of Achievement is the highest form of recognition in the area of governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management.

An Award of Financial Reporting Achievement has been awarded to the individual(s) or department designated by the government as primarily responsible for preparing the award-winning CAFR.

The CAFR has been judged by an impartial panel to meet the high standards of the program, which includes demonstrating a constructive "spirit of full disclosure" to clearly communicate its financial story and motivate potential users and user groups to read the CAFR.

Government Finance Officers Association is a major professional association servicing the needs of nearly 19,000 appointed and elected local, state, and provincial-level government officials and other finance practitioners. It provides top quality publications, training programs, services, and products designed to enhance the skills and performance of those responsible for government finance policy and management. The association is headquartered in Chicago, Illinois, with offices in Washington, D.C.

Government Finance Officers Association

Certificate of Achievement for Excellence in Financial Reporting

Presented to

City of St. Francis

Minnesota

For its Comprehensive Annual
Financial Report
for the Fiscal Year Ended

December 31, 2017

Christopher P. Morrill

Executive Director/CEO

The Government Finance Officers Association of the United States and Canada

presents this

AWARD OF FINANCIAL REPORTING ACHIEVEMENT

to

Darcy Mulvihill

Finance Director
City of St. Francis

The award of Financial Reporting Achievement is presented by the Government Finance Officers Association to the individual(s) designated as instrumental in their government unit achieving a Certificate of Achievement for Excellence in Financial Reporting. A Certificate of Achievement is presented to those government units whose annual financial reports are judged to adhere to program standards and represents the highest award in government financial reporting.

Executive Director

Christopher P. Morrill

Date December 14, 2018

City of St. Francis

CITY COUNCIL AGENDA REPORT
Agenda Item #:
8A

TO: Mayor & City Council
FROM: Joe Kohlmann, City Administrator
SUBJECT: **Animal Control Officer**
DATE: January 22nd, 2019

OVERVIEW:

Staff reviewed the minutes of the December 17th,2018 Meeting. Staff tried to address all the issues brought up at the meeting that were within Staff's capability:

1) Financial –from 1998 – 2001 the City used an "actual cost including vet fees" approach to animal control. From January 1999 – December of 1999, the City paid **$4,522.77** for animal control. From January 2001 – June 2001, the City paid **$3,177.41.** The decision was made to go to fixed monthly payments to avoid the high costs of animal control. Financials are attached. (NOTE: it appears new financial software was being used in the year 2000 to avoid the Y2K issues. The result is that the financials for the year 2000 aren't readily available without a labor intensive process to extract the data). *Attached are the Contract history overview and the financial data.*

2) It was noted that the City hasn't seen a vet bill in a number of years. This is due to moving toward a fixed monthly payment and the contractor is responsible for handling the vet costs.

3) There was an indication that a dog was wounded while being picked up by the City's contractor. Staff reviewed the impound reports and it appears that the dog was picked up "soaking wet + limping". *Attached is the Animal Impound report.*

4) MN Statute 346.47 was cited during the meeting. *Attached is MN Statute 346.47.*

5) Staff was directed to get "apples to apples" comparisons from the contractors. Staff sent out the *attached Animal Control Officer Agreement, Contractor certification of facts, and the City's Animal Impound Fees* to three vendors.

City of St. Francis

a. The Animal Control Officer Agreement requests a fixed monthly fee proposal from the contractors. This is consistent with the "flat rates" that were directed by the Council.
b. The Contractor certification of facts requests all fees charged by the contractor, payment methods accepted by the contractor, hours of operation and response time. These requests are consistent with Council direction (the response time was added by staff just for verification).

Results of the requests from the Contractors:

1) Two vendors submitted information to the City of St. Francis – Gratitude Farms and North Metro Animal Care and Control *(proposals attached).*

	Filled out City Contract	Fixed Monthly Rate	Forms of Payment	Fees comply with City Ordinance	Response Time
Gratitude Farms	Yes	$250	Cash/credit card	Yes	15 minutes
N.M.A.C.C	No*	$0** (vet bills potentially liable to City)	Cash, credit card, check, community service grant, Fee Waiver Program, Payment Plan	Yes	20-25 minutes

* The major differences in the contract submitted by N.M.A.C.C. - added a one year term; removed the monthly fixed amount; seeks to have City approval for vet care (it is undetermined who the decision maker would be); insurance requirements are not specified in contract; doesn't specify address where dogs are being held.

** The removal of the fixed rate puts vet bill potentially as responsibility of the City. In addition, a provision to require the City's approval for vet care.

Action to Consider:
Select a contractor for Animal Control Officer.

PURCHASE OF THE PLOW EQUIPMENT FROM TOWMASTER PER MN STATE BID CONTRACT IN THE AMOUNT OF $124,480.00.
ALL IN FAVOR, MOTION PASSES.

5. MEETING OPEN TO THE PUBLIC

A. Amanda Zandlo, 23723 Roanoke Street, first want to say thank you for recognizing the Eagle Scouts; Jacob and Josiah. Second, is about animal control, forgot my notes at home. I would like it to be tabled until next month. It was discussed at the work session that it would be brought back in January. There was some comparisons in the packet but they don't seem to add up. Discussed some cost comparisons of the different agencies. The math doesn't work for me.

Feldman said I don't mean to interrupt you but we will discuss this more thoroughly under item 9 D. There was a mistake made and the minutes stated January. There will be more discussion and you can come back up at that time. We did get bombarded with emails this weekend. If anyone wants to talk about animal control we will have you come up later.

B. Kevin Robinson, 23978 Redwood Street NW asked if any new updates on Hwy 47/Pederson Drive intersection that you can share with us that are public and any updates on The Ponds- Oak Grove sewer connection. Any request of information from Oak Grove since their meeting?

Feldman said I have spoken with our Police Chief and waiting for the accident reports so we know exactly what we are talking about when we meet with MnDOT. We will push heavily when we get that report. Feldman asked Chief Schwieger any time frame on that report. Chief Schwieger said it should be in the next week or two. Feldman said probably not until after the holidays. Once we get the report and share it with the council, we will then set up meetings with MnDOT representatives to see what can be done. Regarding Oak Grove I have had some of their residents contact me and told them to get a petition together if they want to hook up to St. Francis. They can take that petition to the Oak Grove City Council. Oak Grove has until February to put together a facility plan based on a standalone system.

7. PUBLIC HEARINGS
None.

8. OLD BUSINESS
None.

9. NEW BUSINESS

A. Ordinance 244, Second Series – Amending Fee Schedule – Second Reading
Feldman asked the council for comments. Skordahl said we have gone through this a couple meetings, I do not see any changes. The rest of the council agreed with no new changes. Feldman said it looks like I am the only one that has a question on this. Feldman questioned the fee for a water softener/water heater permit. I have talked to

Feldman said so this is your first facility/project in Minnesota; would you be financing, constructing and then managing it too for GD1. Tryon said yes this is our first project in MN and it would be a joint business. We would be part of the design too. We would come in and own and operate it long term. Feldman said we want quality of care, it is important to me. Tryon said the care is everything. They want a sense of community. I am dealing with this too with my parents.

Skordahl and Bauer both stated they are curious to see what the next step is.

Bauer stated he was ready to go the first time Chau came before the council. Really excited to see where this goes.

Muehlbauer asked how long have you or Mosaic been involved with this project? Tryon said they started talking with Chau late summer, maybe July and we have met with the builder and architect. We look at what they had planned, what their cost were and talked through some of the changes we would like to see or thought would be necessary. Muehlbauer asked what is your time line, how much do you plan on changing. Tryon said they probably would stay with the footprint the best they can. Probably just looking at internal changes that we are looking at in order to keep things rolling. Did decide to stick to the footprint that was already approved and moving that forward. Did talk about starting construction this summer.

Feldman said how many units, it went from 81 to 89 and then back down. When you say internal change would it effect the size? Tryon said yes because you can't have too many units and not enough common space. Need to have sufficient space if you have independent living mixed in with assisted and memory care it has been our experience that it is important to have separate dining areas. It helps with occupancy and moral in the building. We do not have a final number yet. Feldman said again quality of care is the main item. Feldman referenced the facility his mother-in-law is currently residing and the good care she is receiving. Tryon said the connection with staff is important too. Ideally we would like have more workers and staff from this area. There is an attraction and connection if the workers are from the area and it brings value.

Tveit just wondered about changes and Muehlbauer did already asked about the site plan. Tryon said we are trying to work with what we have.

Feldman asked Chau Le how did you connected with them? Chau Le said it was through a mutual friend. Joint venture, we want to provide quality senior care. We always wanted the right programming and it has been a good experience with Mosaic. Mosaic Management will be management of the property. It will more likely be a LLC. Looking at construction sometime this summer. Finish layouts with the architects. Construction would still be with Whitestone. Council thanked them for their time.

D. Animal Control Officer

Feldman said a mistake was made back at the October 9th meeting, Feldman read a portion of the minutes. It was stated it would be brought back up in January. Why it got boosted up was just a misunderstanding but Feldman stated he would recommend it go

on the second meeting in January. That would give the new councilmembers time to get up to date and ask any questions they may have. For all the people that are reading the agendas and packets, its staff's job is to give us all the information. With that information, it is our job to look at the information ask questions if we don't understand something so that we can make an informed vote. By no means, does that mean every time we will go with the recommendations of staff. It is their job to give us all the information so that we can make an informed decision. We may agree with them or we may not agree with them. We may agree with our engineers we may not, we may agree with our planners or we may not. At the same time, when people read the staff's recommendation in the packet it is the recommendation based on what they believe we should do. My decision alone and I can only speak for myself is based on what I believe is the best for the majority of the residents. After I read their information, and if that information goes along with the thought of mine and is the best for the majority of our residents, I will back the recommendations, if not, I will not. Just to let people know here and on video it was just a recommendation that staff gave us on information they found. Once again, it is up to us to make the final decision that is what you elected us to do. As I stated all along during this process of months and months we will make a decision based on what is best for our residents and not from residents that don't live here. We did get a lot of emails on this topic. Also one gentleman put out a petition which kind of interested me, was like the one that was put out on Hwy 47 and Pederson where they have 11,000 signatures. We have talked about online petitions. I would like to back this off until January 21st to give the new council time. Also would like to see if it is possible the City could do an online petition. That way we could get more participation than just the 92 that this person had. Attorney Schaps said you could put it on the website. Feldman said I would only like to have St. Francis residents participate. Schaps said you could do a paper petition. Feldman said the petition does get the people involved. Schaps said you need some type of platform and verify the address.

Tveit said I know this is kind of a touchy subject. We probably could have about $2,500 in staff time wrapped up in this research. I contacted the city administrator this morning. Asking why was this item put on the December agenda. His response was this is the council that has been dealing and familiar with the issue. Tveit said I don't care who we go with but at some point we need to quit dragging our feet on this one. Not sure if we need a petition and prolong this. A lot of time is being spent on this.

Feldman said I agree with a lot of what you said. I saw the petition and to me I think I know who the city residents probably want from the petition. You can't go against what your people want. Total of 27 dogs in the last two years have been picked up. I talked to the finance director today and she said we have seen no vet bills the last two years. The new council members have been getting all the information we have. We are getting public input but what I really don't like is getting input from people that have no real concern here, that don't live here and pay taxes here. Let's wait until January. No one on the council has any type of relationship/friendship with any of the entities. Someone commented I got paid by one of them. I have never been paid from anyone, never take it or do it. Make our decisions based on what's best for the majority of our residents

Muehlbauer said let's stay with what was said at the work session as far as the public is

concerned. I believe it should be tabled until January 21st. New council should be up to date. I like the idea of a petition but will be hard to verify if the petitioners live in the city. Like to get more apples to apples but may not be able to get that if no one has new information. I talked to Joe (Kohlmann) as well and said there was some time ago when I guess we had paid a lot more.

Kohlmann stated years ago, we had an open-ended contract and in one year, the city paid $4,500 then again in one year in six months the city paid $3,177. Feldman asked what years were those. Kohlmann stated 1999 to 2001.

Tveit asked do you want our City Administrator give his report. We kind of just jumped right into this one.

Kohlmann said starting in 2001, the city started with the fixed fee of $500 per month and that went until mid 2014. Starting in 2014 it went down to $350 per month. The council sets the fees so you really can't go out for bids. The price is what you say it is. I looked at other factors like response time and the fixed rate is historically cheaper than what we have paid since 1997. Feldman said besides the money there are more things that come into play and that is what has blown this thing into the situation that it is. Just like Hwy 47, been arguing with MnDOT for a long time, can't bring life back with any kind of money, more about safety and the kids, forget the dollars.

Tveit said there is a lot of rumors/fake news out on Facebook, using Trumps coined phrase. I have been a victim of them. Just like when the wastewater plant was built, rumor was that I got a bribe and I wasn't even on the council when the vote was taken. Also, that I got my cousin a job there, which is not true. However, when I went door knocking that is what people were saying they heard. Once rumors get started it poisons the well pretty quick. Let's look at the facts. I have had two dogs picked up about seven years ago and it wasn't Tammy. I didn't know Tammy. First time I met Tammy was when the committee went to visit the facility for an interview. I really do not care but I have a hard time making public policy based on emotions because emotions are so subjective. Let's look at; is she fulfilling the contract, is it a value to have her here, is it going to cost more not to have her here, does it mitigate risk like vet bills, what type of working relationship do we have, those are the types of things that decisions should based on. Not like, did she hurt my feelings or she was mean to me. Lot of Facebook is fake news out there. When people see something on Facebook a lot are too ignorant to investigate the truth. I did contact some of the other cities and asked why did you stick with her? They said because she is doing a good job. No other cities have dropped Gratitude Farms. They investigated it and we investigated it. To me it's not about how people's feelings are, it's about is she providing a service that we are contracting her to do. If she is not let's get rid of her and let's get someone to fulfill the contract. That's how I look at it.

Feldman stated there was one lady who emailed us and said we should listen more to social media. Feldman said the reason we can't is because whether that person is telling the facts honestly there are people that distort facts. Not everyone is putting things out there that are based on facts. We can't go by generalization, we can't run government by fake news, there are people that tend to say things that are not based

on facts. But is does matter what the residents that we serve think. This has been blown out of outrageous proportion; it is not an easy item to settle. We listen to the residents out there, we serve them. I have always said the owners of the city are them, the residents, the management team is us the council and the team is the staff. We have to listen to them. They elected us to do a job. If the majority of them want a certain entity and we don't go with that entity here, are we being right by them?

Feldman asked again Attorney Schaps about an online survey and went with a percentage of the petitioners. Tveit and Feldman discussed the pros and cons of listening to the public and being a leader/leadership. Tveit said he understands it can be difficult. I think this should have been dealt with a long time ago. We have wasted a lot of time on this. This issue doesn't even involve St. Francis.

Bauer stated 72 residents that want to make a change. That is less than 1% of our residents. Looking at dollars and cents. I am for best rate, I am not for having an open ended checkbook for 99% of the residents to pay for some one else's dog to get picked up. If people don't have a dog they don't want their taxes to pay for this. Just like water and sewer, we don't make residents that don't have city water and sewer to pay for it. Let's put all the fees back on the owner and not have a service. If a dog gets out they call a company and the dog owner has to pay. I have listened to this for over a year. I have spoken with people that have been involved, except the owner. There are two sides to every story. This isn't about our fee schedule it is about Duke the dog. This isn't a St. Francis problem. Yes, there have been a handful of residents that have been disenchanted with the services that we provide so let's do away with the service. This is way out of control. It's about heartfelt people that own pets just like me. I would pay to pick up the dog and drive to their house. Don't think the city should pay to have dogs picked up or vet bills. The fees are the fees. No one is going to do it for free. If there is only one dog picked up then they made some money. Are the other vendors going to come out for free? The other 99% of residents should not pay for vet bills or pick up of dogs. I am for a flat rate. No one is doing this for free.

Feldman said they never use to take credit cards, now they are, never use to do reports now they are, now they are using chips. The flat fee might be good for the city but is it good for them that is who we serve. What about our people? Feldman referenced this thing has been blown out of portion not by us but by people that don't even live here. I have been hearing from people from East Bethel, Ham Lake and Princeton about this. What about our people, what do they want.

Skordahl said I disagree a little bit with some of Bauer's contention that if you are not a pet owner you don't have a dog in the fight so to speak. If you are not a dog owner and walking your kids down the street, you have a keen interest if the city has an animal control officer. Every resident in the city has a stake in it if we have an animal control officer. I don't think by putting this on just the dog owners is a good idea. I think we are making this way too hard. If this is any other service, what I would do is I would come up with a statement of work that states these are my requirements. In this case my requirements are you will take credit cards, you will charge x amount for a monthly basis, you will charge residents x amount, you will keep dogs for this amount of time and set the fees. Give it out to all the potential people who is interested. They can

come back and negotiate if there are items to negotiate. You take out all the emotions by what we did and formed that committee, you went and visited the three potential sources of supply. I would absolutely not want to do this by a referendum on a website. I know this is my last meeting but I am a firm believer that you are paid to govern up here. Bauer is right when you only have heard from 72 but there are over 7000 residents on what they want you to do. If there was a perfect way to get the message out and the people would take the time to look at the information at hand and take the emotion out themselves. Every decision we make here you could very easily put on the website. But I guarantee they don't read the packet. That is why we were voted in, to make decisions. If they don't like your decision they can go through a recall. My recommendation is yes, push this off to January I don't know if the information received from the suppliers is all the same information. Look at this as any other service. We would send out a RFP just like our engineers and planning consultants. I do think we are making this way too hard. Give them all same information and make an informed decision off that.

Feldman said I agree to a certain extent. Except for one thing with amount of time involved with this. In talking about RFP's let's say using an example we got out for engineering companies and one of our engineering companies has some thievery, convicted felon or whatever trash comes with it. If 50% of what is being said on social media is true then it is our responsibility to listen to what is being said. This is about dogs and love ones, it's not about the rates so much. Skordahl said if all three vendors sent back the same thing then make your decision off that. Feldman asked if anyone wanted to speak on this topic.

Liz Fairbanks, 24360 Yukon Street first I would like to reiterate the fact that the people who are making this fake news, you called ignorant, I am offended by that, I think that it was very rude. People might not know what is going on and they might not have all the facts but calling someone ignorant for who you are on the council for, I think it is flat out wrong. Second of all, I would like to make a point that there is a character issue on this women. There was a fire at her house, she didn't call the fire department, she went to go get the dang truck herself. There is a character issue with this women whether you guys want to believe it or not that she steals animals it has been proven over and over again by other people. Most of them happened in East Bethel others have been in Isanti. There has been missing dogs here in St. Francis, that puff they're gone. So whether you guys want to believe that or not that she is involved that's on you guys. But from the people who I have spoken to that has been involved with this women who get obscene amount of bills from her, who couldn't take credit cards now she can take credit cards, because low and behold she decided it's okay for her. That is not character, that is not someone that should be working for our city, it's ridiculous. Also October 9th Jerry you stated this should be pushed onto January. Where is the trust, where is the trust, where is the, what's it called. Tveit said transparency. Yes, thank you very much. Where is the transparency in this? Because Kohlmann thought it should be on today because he wants it over and done with, no it doesn't work like that. The people are speaking. Just because you only got 72 people on this one petition, doesn't mean jack. Some people are not on Facebook. A lot of people aren't on because of what Jerry said, fake news, they aren't getting and don't want to be part of it, I can't blame them. I for one would be willing to go door to door. I would hold my

paper clip and go door to door to prove to you guys that the city of St. Francis does not want this woman in our back yard. I am petrified this women is going to steal my dogs, I am petrified you guys. Thank you.

Craig Nicko 532 245th Avenue NW so to address Mr. Bauer's the 1% to 99%. So you have to consider the 1% as the passionate part, right. People that you hear are the people who think they have been wronged. You rarely hear from people that come in to compliment. But to Mr. Skordahl's point everyone has a vested interest in animal control for their city. I think there is a difference though in your point like just making a decision, an engineering decision. Imagine for example if your child. I don't think you could take the same sort of position if your child you are counting on being in the care of somebody without your presence. I have had a firsthand experience with Gratitude Farms. I lived in Oak Grove for fifteen years prior to my current five-year residence in St. Francis. I have had dogs that have gotten out for one reason or another. Got out through the fence, kids leave the gate open, things happen. Recently I had to pick up my dog from her place. I contacted her after contacting the sheriff's department to find out where to go and find my dog. When talking with her she said when would you be here. I said I can be there by 3 pm and she said okay. At this point, it is about 2 pm. At like 2:45 pm she called me and said where are you I have things to do. Without out having published hours of business or any sense of who her customer is. She was very gruff, very aggressive about demanding I come and get the dog now and said oh, it has to be cash too. Which delayed me even longer because I had to stop and get cash. So now, I am on a timeline, stressed out about my dog. When I get there, she brings out my dog from behind the garage where I assumed it was either chained or in a little animal crate, which is insufficient. Again thinking about comparing apples to apples, talking about this is your pet your family member. Crammed in a crate in a dark room, who knows what kind of care. We have seen the difference in the facilities, right. You don't want your child to be mistreated, you don't want your child to be shoved in a dark place uncaring and cold. Just because they happen to stray away and got lost, you wouldn't want that for your pet either. This is an old dog; she is still with us, just barely. Since then she hasn't been able to walk very well. I don't know if happen before she was picked up I have no idea so I am not making any accusation. All I know for a fact is she did not have a limp when she left the house that day and she hasn't been able to walk well since. I don't know. The people that have a voice in this to move forward, it matters, it is just not a business decision, and it is just not looking at the numbers. When we are talking about the numbers of how many dogs have been picked up or how many dogs are unclaimed and how it affects the bottom line the open checkbook. You are using numbers that are strong in army. If it is 99 or 40 dogs. We haven't seen 40 dogs picked up in 2, 3, 4 years picked up here. These are not numbers we are talking about, right? We are talking about 15 maybe 20 dogs on a really bad year. Some percentage won't get picked up so that is the only cost to the city has to incur. The rest is on the citizens. I don't know if this is a tough decision.

Feldman said I agree with you, it is not all about dollars. Let's table until January. I am not sure if we want a petition. We should honor the minutes and we said January in the minutes moving it to December is not right, transparency is right and we said we would be like that. We said January it should be January. This is an emotional topic. It has been blown way out of proportion, not by our hand but by people around us.

Tried to make it right by having a committee, having interviews, going on inspections and checking references. But still got bombarded by post pages and more emails. Accusations of taking money and stuff like this. As you alluded to some gentleman said I took money because at the work session I brought up the size of kennels. That was one of my concerns. The excess baggage that we are hearing is something we have to listen to we have to listen to it.

Table this until January 21st. Kohlmann asked for clarification. The committee had three vendors. No one was better than the other. Staff took the three vendors and based it on money, response time, and references. What information do you want in January? I went with cost, response time and references. Took the three things I thought were tangible, what do you want? Feldman said we are not faulting staff at all.

Bauer said I am a pet owner too and put my pet in a sizeable kennel at night and think most residents do that. I called around, large kennels provide a breeding ground for everything. The good thing that Gratitude farms has is separate kennels. (Inaudible from the audience) I want to see a cap of $4,200 or whatever it is come January. I don't care which one of these we go with. I want our residents to pay a certain rate and not to exceed. Is there a charge being charged if they come out and can't find it.

Kohlmann said the city holds the cards on the fees and the term of the contract. That is why I recommended do not to go out for bid. The price and terms are what you say they are. That is why I made this recommendation based on historical financial data, response times. If you want more information or new information, what is it?

Muehlbauer, cash and or credit cards must be spelled out in the contract. Like Skordahl said we have to have somewhat of a guidelines. We didn't have any complaints before this evening. Tonight was our first official one. Hours listed, credit cards should all be listed in the contract.

Skordahl agrees hours, credit cards, fees should be included. Like Joe said, we are in the driver's seat. We could probably tighten up our restrictions. Base your decision on what you get back. If you have a vendor that is not following the guidelines then you have a very good reason to move onto someone else.

Feldman said if any of their concerns are true it is our responsibility to listen to them. I have heard from other emails about being afraid of their animals being picked up. If we stay with this individual and something happens to an animal it will completely be on us. Continue until January 21st. Joe (Kohlmann) I don't think you need to give us any more information. This is not about money anymore. If you have anything to say, come into city hall and tell us. Call/email any of us. I guess January 21 is Martin Luther King Day, so the council meeting will be Tuesday, January 22nd.
MOTION BY MUEHLBAUER SECOND TVEIT TO CONTINUE THE ANIMAL CONTROL OFFICER UNTIL JANUARY 22, 2019.

Council discussed further on what does the monthly cap pay for, should the residents have to pay when they pick up the dogs and hours of operation.

Bauer read 346.47 state statute and stated Dover kennels does not meet the hours. ALL IN FAVOR. MOTION PASSES.

10. MEETING OPEN TO THE PUBLIC

A. Ellen Bernardson, 22867 Zion Parkway the Oak Grove residents are coming late to the table. Thank everyone that worked on the second proposal, we still need to rely on our council to listen to us. We think hooking up to St. Francis a no brainer. It has been an eye opener to us and what an enterprise fund is. Our council did not go with your first proposal. We didn't even know what was going on. They told us they make the decision. We would like to have our residents involved.

Feldman said we believe the right way to go is regionalization. There were proposals that went back and forth. We don't know what the rates will be in 20 years. We have a pipe there it will be an easy connection.

Kohlmann stated the city attorney and public works director and myself have been working on an agreement. Wastewater agreements are much more complex than water agreements. It will be brought to the January 7 City Council meeting.

Bernardson said she did some research on annexation too. For 220 people to build your own system it is expensive.

Feldman explained why it would be beneficial for that area to hook up to St. Francis. Putting your on our system you don't have to worry about it any more. It is more gain on your side.

Bernardson thanked the city council and felt you went above and beyond.

11. REPORTS

A. Department Reports – Public Works

Teicher stated they did not start the rink in November but was working hard on it recently and now with the warm weather it is melting. Try to have it ready, weather permitting for the Christmas vacation. Feldman said he likes the report.
Bauer stated only one rag that was flushed. Bauer asked on Water Treatment – why is manganese removal only at 70%. Teicher said that is hard to get out. The plant is removing more iron and manganese is tough to get out unless we use more chemicals, higher cost and more back washing. Teicher explained the different chemical they are using. Bauer if we reduce the sodium chemical would our levels plummet. Teicher said likely. Bauer said he was just thinking of all the salt with softeners. Teicher said now hydrant flushing is only done once a year and only takes about 4 days instead of 4 weeks like it was before the water treatment plant.

B. Councilmember Reports -

Skordahl asked if he needed to be at the January 7th meeting because he is flying in late. Feldman said thank you for your service. Skordahl said it has been an interesting 4 years and wishes the 2 new members luck. Look back at January 2015 my first council we voted for a new police officer, fire chief retiring. I think we are in a

1997-1998	North Metro Humane Society contract was going to $500 per month	
1998-June 2001	Golden Set Kennels	Actual Cost including vet fees
July 2001-June 2014	Marline Skinner	$500 per month, no extra fees
July 2014-Current	Gratitude Farms	$350 per month, no extra fees

January 1999 - December 1999

$4,522.77

CITY OF ST. FRANCIS
ST. FRANCIS, MN

JANUARY 4, 1998 9

CLAIMS FOR PAYMENT

1.	AT & T	$ 54.50
2.	AT & T Wireless Service	94.72
3.	Airtouch Cellular	1.54
4.	Alex Air Apparatus, Inc.	2,468.00
5.	Anoka County Elections	74.20
6.	Anoka County Dept. Of Highways	243.53
7.	Connexus Energy	5,234.55
8.	Barna, Guzy & Steffen	7,162.20
9.	Dept. of Natural Resources	608.00
10.	ECM Publishers, Inc.	454.90
11.	Ecolab Pest Elimination Div.	57.94
12.	Firstar Bank of Minnesota	261.51
13.	Firstar Trust Company	21,562.50
14.	Food-N-Fuel	114.83
15.	Frontline Plus New	4,295.44
16.	Gall's Inc.	35.98
17.	Griggs, Cooper & Co. Inc.	713.13
18.	Healthspan Transportion	1,380.00
19.	Barbara Held	39.10
20.	Howard R. Green	599.25
21.	IOS Capital	244.16
22.	Johnson Bros Whlse Liquor	654.49
23.	Leef Bros., Inc.	136.23
24.	Mau's Corner	9.75
25.	Menard's	37.79
26.	Med-Compass, Inc.	1,341.19
27.	Midwest Analytical Services	83.00
28.	Minnegasco	1,240.90
29.	Nat'l Fire Protection Assoc.	115.00
30.	NCPERS Group Life Ins.	120.00
31.	Office Max Credit Plan	47.36
32.	Quality Auto Supply	33.50
33.	St. Francis Fire Department	33.29
34.	Marline Skinner	81.00
35.	Streicher's	22.94

CITY OF ST. FRANCIS
ST. FRANCIS, MN

CLAIMS FOR PAYMENT

FEBRUARY 16, 1999

1.	Aerial Communications, Inc.	$	17.36
2.	BDM Consultanting Engineers, PLLC		2,082.60
3.	Bill's Ice		116.64
4.	BCA/Forensic Science Lab.		200.00
5.	Casey's General Stores, Inc.		363.57
6.	Chisago Lakes Distributing Co.		506.80
7.	Coca Cola Bottling Midwest		202.05
8.	Connexus Energy-Utilities		637.53
9.	DPC Industries, Inc.		48.00
10.	Dahlheimer Dist. Co. Inc.		263.45
11.	Davies Water Equipment Co.		873.34
12.	ECM Publishers, Inc.		131.10
13.	Firstar Trust Company		600.00
14.	Food-N-Fuel		2,114.62
15.	Byron Froh		50.86
16.	GHP Enterprises, Inc.		305.66
17.	Gall's Inc.		51.97
18.	Gerdin Auto Service		141.06
19.	Golden Set Kennel		298.20
20.	Gopher State One-Call, Inc.		36.75
21.	Griggs, Cooper & Co		2,415.32
22.	Grosslein Beverages		4,125.95
23.	Johnson Bros Whlse Liquor		1,102.88
24.	Leef Bros. Inc.		125.95
25.	Mau's Corner		19.65
26.	McDonald Distributing		1,957.65
27.	Menards - Elk River		84.85
28.	Midwest Analytical Services		155.00
29.	Minn Comm		131.42
30.	MN Department of Revenue		4,416.00
31.	Air Gas North Central		44.11
32.	Peoples National Bank		82.91
33.	Pepsi Cola		71.52
34.	Phillips Wine & Spirits Co.		1,172.02
35.	Printing Unlimited		44.73
36.	J. Peter Psyck		25.60

CITY OF ST. FRANCIS
ST. FRANCIS, MN

CLAIMS FOR PAYMENT

MARCH 15, 1999

1.	AT & T	$	9.76
2.	Anoka County Fire Protection		210.00
3.	BDM Consultanting Engineers		3,693.49
4.	Bill's Ice		162.00
5.	Casey's General Store		270.35
6.	Coca Cola Bottling Midwest		112.15
7.	Connexus Energy-Utilities		662.96
8.	DPC Industries		48.00
9.	Dahlheimer Dist. Co.		1,169.00
10.	Day Distributing Co.		746.60
11.	Food-N-Fuel		1,037.31
12.	Freedom Services		71.80
13.	Fredom Services		1,913.04
14.	GHP Enterprises		305.66
15.	Gerdin Auto Service		269.78
16.	Golden Set Kennel		553.80
17.	Gopher State One-Call, Inc.		52.20
18.	Griggs, Cooper & Co.Inc.		2,271.83
19.	Grainger, Inc.		232.25
20.	Wayne M. Heath		85.00
21.	Intoximeters, Inc.		42.60
22.	Johnson Bros Whlse Liquor		2,730.08
23.	League of Minnesota Cities		50.00
24.	M-R Sign Company, Inc.		884.50
25.	Mau's Corner		35.16
26.	Menards		172.99
27.	Metro West Inspection Service		4,245.95
28.	Midwest Analytical Services		103.00
29.	Minnegasco		874.46
30.	Midwest Radar & Equipment		90.00
31.	Minn Comm		525.68
32.	MN Department of Revenue		4,039.00
33.	MN Pollution Control Agency		1,140.00
34.	Air Gas North Central		21.24
35.	Office Max Credit Plan		187.49

39.	St. Francis Veterinary Clinic	55.00
40.	Marline Skinner	177.00
41.	U S Postmaster	88.00
42.	USTI	330.00
43.	Affordable PC's & (JTS) Comm.	105.44
44.	AT & T	2.85
45.	Bryan Backes	19.80
46.	AT & T	23.87
47.	Joel Gross (Pd 2/18/99)	9.30
48.	Joleen Wiemann (Pd 2/18/99)	7.00
49.	Bryan Backes (Pd 2/18/99)	55.46
50.	U S Treasury (Pd 2/18/99)	237.33
51.	MN Rural Water Association (Pd 2/24/99)	140.00
	Total	$48,238.89

CITY OF ST. FRANCIS
ST. FRANCIS, MN

CLAIMS FOR PAYMENT

APRIL 19, 1999

1.	AT & T	$	45.44
2.	Aerial Communications, Inc.		13.68
3.	Aid Electric Service		44.03
4.	Ameripride Linen & Apparel		148.83
5.	Bill's Ice		194.40
6.	Casey's General Stores, Inc.		225.31
7.	Connexus Energy-Utilities		656.35
8.	DPC Industries, Inc.		18.00
9.	Dahlheimer Dist. Co.		1,637.05
10.	Day Distributing Co		143.00
11.	Dept of Public Safety		270.00
12.	ECM Publishers		314.94
13.	Food-N-Fuel		989.31
14.	Freedom Services		71.80
15.	Freedom Services		1,275.36
16.	Freestyle		61.40
17.	Gerdin Auto Service, Inc.		750.67
18.	Golden Set Kennel		745.50
19.	Gopher State One-Call		103.25
20.	Granite Electronics		129.60
21.	Griggs, Cooper & Co		4,045.05
22.	Grosslein Beverage		5,820.95
23.	Intoximeters, Inc.		42.60
24.	Johnson Bros Whlse Liquor		1,779.82
25.	The J.P. Cooke Co.		55.33
26.	McDonald Distributing		9,279.60
27.	Menards		11.91
28.	Menards		55.75
29.	Metro West Inspection Service		4,547.50
30.	Midwest Analytical Services		52.00
31.	MN Dept of Health		586.00
32.	MN Department of Revenue		4,910.00
33.	MN State Fire Chiefs Assn.		230.00
34.	State Treas. St Bdlg Inspect		2,147.73
35.	NASASP Program Administrator		35.00
36.	Oakridge Auto Body		720.00

CITY OF ST. FRANCIS
ST. FRANCIS, MN

CLAIMS FOR PAYMENT
MAY 17, 1999

1.	A-1 Topsoil & Landscape	$	122.92
2.	Aerial Communications, Inc.		44.72
3.	Ameripride Linen & Apparel		114.76
4.	Anoka Area Chamber of Commerce		160.00
5.	Anoka County Central Comm.		289.40
6.	BDM Consultanting Engineers		12,942.50
7.	Bill's Ice		252.48
8.	Bjorklund Trucking		2,450.00
9.	Boyer Ford Truck		24.07
10.	Casey's General Store		233.54
11.	Chisago Lakes Distributing Co.		550.21
12.	Coca Cola Bottling		139.70
13.	Connexus Energy - Utilities		674.84
14.	DPC Industries		190.00
15.	Dahlheimer Dist. Co.		2,201.60
16.	Davies Water Equipment		62.01
17.	Day Distributing Co.		3,351.70
18.	Deluxe Business Forms		76.25
19.	ECM Publishers, Inc.		65.23
20.	Ehlers & Associates		2,000.00
21.	Food-N-Fuel		305.94
22.	Freedom Services		3,106.04
23.	Byron Froh		21.47
24.	Frontline Plus Fire & Rescue		1,913.44
25.	GHP Enterprises, Inc.		305.67
26.	Gall's		28.98
27.	Gerdin Auto Service, Inc.		508.93
28.	Golden Set Kennel		223.65
29.	Gopher State One-Call, Inc.		308.00
30.	Griggs, Cooper & Co.		4,474.84
31.	Grainger, Inc.		130.51
32.	Gary A. Groen, CPA		3,500.00
33.	Grosslein Beverage		16,256.85
34.	Infratech Technology, Inc.		696.10
35.	Johnson Bros. Whlse Liquor		2,475.36
36.	Johnson PRPER & Supply Co.		51.23
37.	Kennedy & Graven		1,521.97
38.	League of Minnesota Cities		119.28
39.	McDonald Dist.		5,843.80

CITY OF ST. FRANCIS
ST. FRANCIS, MN

CLAIMS FOR PAYMENT
JUNE 7, 1999

1.	AT & T	24.45
2.	AT & T WIRELESS	111.69
3.	AERIAL COMMUNICATIONS, INC.	62.08
4.	AMERIPRIDE LINEN & APPAREL	114.76
5.	EARL F. ANERSON	43.72
6.	ANOKA COUNTY	106.92
7.	ANOKA COUNTY-DEPT OF HWY	15.00
8.	BILL'S ICE	392.88
9.	STEVE BJORK	218.60
10.	CHISAGO LAKES DISTRIBUTING CO.	504.90
11.	COCA COLA BOTTLING CO.	386.40
12.	COLONIAL LIFE & ACCIDENT	363.04
13.	COMMERCIAL ASPHALT CO.	182.85
14.	CONNEXUS ENERGY	5666.49
15.	DAHLHEIMER DIST. CO.	765.13
16.	DAVIES WATER EQUIPMENT CO.	1612.52
17.	DAY DISTRIBUTING CO.	157.20
18.	DNR	30.00
19.	ELECTRO WATCHMAN	194.90
20.	FIRSTAR TRUST COMPANY	12937.50
21.	FOOD-N-FUEL	803.30
22.	FREEDOM SERVICES, INC.	800.00
23.	GHP ENTERPRISES, INC.	305.68
24.	GERDIN AUTO SERVICE, INC.	1614.72
25.	GOLDEN SET KENNEL	95.85
26.	GOOD YEAR TIRE DIST.	174.72
27.	GOVERNMENT TRAINING SERVICE	193.00
28.	GRIGGS, COOPER & CO., INC.	3252.59
29.	GRAINGER, INC.	903.09
30.	GROSSLEIN BEVERAGE	7900.55
31.	HENRY & ASSOCIATES	163.59
32.	IKON OFFICE SOLUTIONS	106.19
33.	JOHNSON BROS. WHLSE LIQUOR	2257.28
34.	LEEF BROS., INC.	140.77
35.	LESTER MANSELL	100.00
36.	MARTIES FARM SERVICE, INC.	121.02
37.	MAU'S CORNER	11.85
38.	MCDONALDS DIST. CO.	8093.70
39.	MENARDS	123.85

CITY OF ST. FRANCIS
CLAIMS FOR PAYMENT
JUNE 7, 1999

40.	MENARDS-ELK RIVER	203.06
41.	MCFOA, TREASURER	30.00
42.	MIDWEST ANALYTICAL SERVICES	2756.00
43.	MINNEGASCO	120.50
44.	MN DEPT OF PUBLIC SAFETY	180.80
45.	M.W.O.A.	140.00
46.	NCPERS GROUP LIFE INS.	120.00
47.	NEXEL COMMUNICATIONS	44.49
48.	AIR GAS NORTH CENTRAL	25.32
49.	OFFICE MAX CREDIT PLAN	606.43
50.	PEPSI COLA	193.83
51.	PHILLIPS WINE & SPIRITS CO.	4355.56
52.	PLAISTED COMPANIES, INC.	10.81
53.	PRINTING UNLIMITED	134.30
54.	QUALITY AUTO SUPPLY	96.04
55.	S & T OFFICE PRODUCTS, INC.	150.87
56.	ST. FRANCIS FOODS	59.20
57.	ST. FRANCIS VETERINARY CLINIC	224.50
58.	SIGN STATION	270.00
59.	MARLINE SKINNER	132.00
60.	WASTE MANAGEMENT-BLAINE	8586.91
61.	WATSON CANDY & TOBACCO, INC.	290.36
62.	CHIEF SUPPLY	87.63
63.	CHERYL MAYERS	500.00
64.	DANKO EMERGENCY EQUIPMENT	290.46
65.	ALLIED BLACKTOP COMPANY	325.00
66.	A T & T	1.78
67.	TED'S EXCAVATING	50.00
68.	A T & T	42.94
69.	BARNA, GUZY & STEFFEN, LTD	7211.00
70.	SCHWARTZMAN CO., INC	100.00
71.	TROPIC AIR	75.00
72.	THE TAPE COMPANY	40.33
73.	PUBLIC SAFETY EQUIPMENT CO.	250.00
74.	RDJ SPECIALTIES, INC.	200.97
75.	POWER MAINTENANCE CO.	158.89
76.	CONTINENTAL RESEARCH CORP	128.85
77.	US POSTMASTER	121.00
78.	JOHN ROWE (PD 5-28-99)	25.00
		$ 79,392.61

CITY OF ST. FRANCIS
ST. FRANCIS, MN

CLAIMS FOR PAYMENT

JUNE 21, 1999

1.	Clint Abel	$	49.50
2.	AT & T		44.60
3.	Aid Electric Service		229.71
4.	Earl F. Anderson & Assoc.		61.78
5.	Anoka County Government Center		165.14
6.	Anoka Police Department - Range		60.00
7.	Patrick Bigelow		30.00
8.	Bill's Ice		127.20
9.	Steve Bjork		282.78
10.	Bjorklund Companies		2,135.00
11.	Holly Bloch		111.00
12.	Casey's General Store		234.13
13.	Chisago Lake Distributing Co.		286.00
14.	Coca Cola Bottling Midwest		141.30
15.	Community Courier		610.00
16.	Connexus Energy		718.96
17.	DPC Industries, Inc.		164.64
18.	Dahlheimer Dist. Co.		876.00
19.	MN Department of Public Safety		46.50
20.	Dyna Med		108.70
21.	Firstar Bank of Minnesota		281.00
22.	Firstar Trust Company		52,597.50
23.	Freedom Services		77.60
24.	Freedom Services, Inc.		1,776.24
25.	Gall's Inc.		149.97
26.	Chuck Glum		30.00
27.	Golden Set Kennel		175.73
28.	Gopher State One Call		154.00
29.	Griggs, Cooper & Co, Inc.		2,022.83
30.	Gary A. Groen, CPA		4,000.00
31.	Grosslein Beverage		7,853.02
32.	Sean Harris		60.00
33.	Ikon Office Solutions		136.07
34.	IOS Capital		119.28
35.	Johnson Bros Whlse Liquor		1,545.97
36.	J.R.'s Appliance Disposal		920.00

CITY OF ST. FRANCIS
ST. FRANCIS, MN

CLAIMS FOR PAYMENT

JULY 6, 1999

1.	AT & T	$	48.02
2.	AT & T WIRELESS SERVICE		102.98
3.	BDM CONSULTANTING ENGINEERS		2,946.03
4.	BARNA, GUZY & STEFFEN, LTD		7,139.24
5.	PATRICK BIGELOW		30.00
6.	BILL'S ICE		652.20
7.	BCA/FORENSIC SCIENCE LAB		40.00
8.	CALCIQUEST, INC.		1,738.00
9.	CHISAGO LAKES DISTRIBUTING		224.10
10.	COCA COLA BOTTLING MIDWEST		377.95
11.	COLONIAL LIFE & ACCIDENT INS.		363.04
12.	COMMERCIAL ASPHALT, CO.		36.19
13.	COMMUNICATIONS WORLD		658.94
14.	CONNEXUS ENERGY		5,571.64
15.	DAHLHEIMER DIST. CO. INC.		2,229.90
16.	DAY DISTRIBUTING CO		1,245.20
17.	DELL MARKETING L.P.		1,740.23
18.	ECM PUBLISHERS, INC.		765.46
19.	ECOLAB PEST ELIMINATION DIV.		181.05
20.	ELK RIVER FORD-CHRYSLER		59.79
21.	FIRSTAR TRUST COMPANY		21,562.50
22.	FORTIS BENEFITS INS. CO.		1,796.95
23.	GERDIN AUTO SERVICE, INC.		190.86
24.	GRIGGS, COOPER & CO INC.		3,784.45
25.	GRAINGER, INC.		252.79
26.	GROSSLEIN BEVERAGE		10,726.65
27.	INTERNAT'L INST. OF MUNI CLKS		100.00
28.	JOHNSON BROS WHLSE LIQUOR		2,578.50
29.	LEEF BROS. INC.		190.92
30.	MCDONALD DIT. CO.		7,573.75
31.	MENARDS - COON RAPIDS		189.61
32.	MENARDS		79.23
33.	MENARDS - ELK RIVER		276.59
34.	MINNEGASCO		80.31
35.	MN POLLUTION CONTROL AGENCY		23.00
36.	MN RURAL WATER ASSOCIATION		549.74

37.	STATE OF MINNESOTA	120.00
38.	MORK CLINIC, P.A.	163.00
39.	NCPERS GROUP LIFE INS.	120.00
40.	NEXEL COMMUNICATIONS	44.49
41.	OFFICE MAX CREDIT PLAN	60.37
42.	PEPSI COLA	413.18
43.	PHILLIPS WINE & SPIRIT CO.	2,376.48
44.	PRINTING UNLIMITED	463.81
45.	QUALITY AUTO SUPPLY	124.29
46.	S & T OFFICE PRODUCTS	139.70
47.	SFCOPS	60.00
48.	SANDSTONE DISTRIBUTING CO.	211.60
49.	SEARS	88.89
50.	MARLINE SKINNER	132.00
51.	T & R SANITATION	89.59
52.	U S WEST COMMUNICATIONS	143.79
53.	WATSON CANDY & TOBACCO INC.	220.17
54.	BURY & CARLSON, INC	198.46
55.	VANCE BROS. INC. - KANSAS CITY	121.41
56.	ABLE HOSE & RUBBER, INC.	116.48
57.	MAGUIRE IRON, INC.	790.00
58.	CITY OF EXCELSIOR	25.00
59.	AT & T	10.94
60.	STEVE BJORK	145.39
61.	BRYAN BACKES (PD 6/24/99)	37.51
62.	JANELLE GRIEP (PD 6/21.99)	25.00
63.	U S POSTMASTER (PD 6/21/99)	121.00
64.	MN DEPARTMENT OF PUBLIC SAFETY (PD 6/21/99)	46.50
65.	STATE OF MINNESOTA CPV PROGRAM (PD 6/28/99)	350.00
66.	CONNEXUS ENERGY (PD 6/24/99)	2,300.00
67.	W.B. MILLER (PD 6/24/99)	750.00
	TOTAL	$86,114.86

CITY OF ST. FRANCIS
ST. FRANCIS, MN

CLAIMS FOR PAYMENT

AUGUST 2, 1999

1.	AT & T	$	16.55
2.	AT & T WIRELESS SERVICE		78.00
3.	AIRTOUCH CELLULAR		18.75
4.	ANOKA COUNTY CENTRAL COMM.		180.00
5.	BARNA, GUZY & STEFFEN		7,057.50
6.	BILL'S ICE		328.08
7.	BCA/FORENSIC SCEINCE LAB.		40.00
8.	CHISAGO LAKES DISTRIBUTING		119.20
9.	COCA COLA BOTTLING MIDWEST		148.75
10.	COLONIAL LIFE & ACCIDENT INS.		363.04
11.	COMMUNICATIONS WORLD		1,178.64
12.	CONNEXUS ENERGY		6,458.97
13.	DPC INDUSTRIES		70.78
14.	DAHLHEIMER DIST. CO.		1,457.75
15.	DEPT OF PUBLIC SAFETY		270.00
16.	ECM PUBLISHERS, INC.		26.91
17.	FOOD-N-FUEL		2,175.68
18.	GERDIN AUTO SERVICE, INC.		53.56
19.	GOLDEN SET KENNEL		175.73
20.	GRIGGS, COOPER & CO		2,576.58
21.	IOS CAPITAL		119.28
22.	JOHNSON BROS WHLSE LIQUOR		1,430.92
23.	MAIN FLORAL		44.78
24.	MIDWEST ANALYTCAL SERVICES		93.00
25.	MINNEGASCO		76.54
26.	MINNESOTA UC FUND		1,267.02
27.	MN DEPT OF HEALTH		25.00
28.	MINN MUNICIPAL BEVERAGE ASSN.		365.00
29.	MINNESOTA PIPE & EQUIPMENT		30.09
30.	NETWORK BUSINESS SUPPLIES, IN		55.61
31.	NEXEL COMMUNICATIONS		44.49
32.	NORWEST INVESTMENT SERVICES		19,356.04
33.	OFFICE MAX CREDIT PLAN		78.79
34.	PEPSI COLA		221.50
35.	PHILLIPS WINE & SPIRITS CO.		1,359.44

36.	RUSSELL'S LOCK & KEY		282.44
37.	S & T OFFICE PRODUCTS, INC.		68.36
38.	ST FRANCIS VETERINARY CLINIC		20.50
39.	STAR TRIBUNE		200.00
40.	STATE OF MINNESOTA		329.82
41.	SUMMIT ENVIROSOLUTIONS		6,092.50
42.	WARD HEATING & A/C		94.00
43.	WARNING LITES OFMN INC.		149.78
44.	WATSON CANDY & TOBACCO, INC.		83.15
45.	CHIEF SUPPLY		69.99
46.	ABLE HOSE & RUBBER INC.		84.44
47.	TELA-AD MERCHANDISING CO.		315.00
48.	SODERSTROM'S SEWER SERVICE		490.00
49.	AT & T		45.92
50.	AT & T		11.09
51.	JOLEEN WIEMANN (PD 7/22/99)		33.35
52.	STEVE SVITAK (PD 7/22/99)		24.00
53.	SHANNON HANZAL (PD 7/22/99)		19.50
54.	CHRISTOPHER MCCLISH (PD 7/22/99)		8.68
55.	SFCOPS (PD 7/22/99)		87.00
		TOTAL	$55,871.49

CITY OF ST. FRANCIS
ST. FRANCIS, MN

CLAIMS FOR PAYMENT

SEPTEMBER 7, 1999

1.	AT & T	$	11.50
2.	AT & T WIRELESS SERVICES		82.74
3.	AWWA-MINNESOTA SECTION		160.00
4.	AID ELECTRIC SERVICE		130.40
5.	ALEX AIR APPARATUS, INC.		54,935.00
6.	BDM CONSULTANTING ENGINEERS, PLLC		6,225.20
7.	BRYAN BACKES		122.58
8.	BARNA, GUZY & STEFFEN, LTD		9,869.50
9.	BILL'S ICE		272.72
10.	CASEY'S GENERAL STORES, INC.		257.76
11.	CHISAGO LAKES DISTRIBUTING CO		104.80
12.	COCA COLA BOTTLING MIDWEST		314.20
13.	COLONIAL LIFE & ACCIDENT INC.		363.04
14.	COMMUNICATIONS WORLD		135.00
15.	CONNEXUS ENERGY		5,316.08
16.	DPC INDUSTRIES, INC.		222.00
17.	DAHLHEIMER DIST. CO INC.		805.13
18.	DAY DISTRIBUTING CO.		347.60
19.	DYNA MED		185.55
20.	ELECTRO WATCHMAN		194.90
21.	ELK RIVER BITUMINOUS INC.		69.23
22.	ELK RIVER FORD-CHRYSLER		79.88
23.	FIRSTAR TRUST COMPANY		586.76
24.	FORTIS BENEFITS INS. CO		567.55
25.	GHP ENTERPRISES		305.66
26.	GOLDEN SET KENNEL		724.20
27.	GOOD YEAR TIRE DISTRIBUTION		174.72
28.	GRIGGS, COOPER & CO, INC.		1,023.39
29.	GRAINGER, INC.		398.16
30.	GROSSLEIN BEVERAGE		14,254.21
31.	IKON OFFICE SOLUTIONS		106.19
32.	IOS CAPITAL		119.28
33.	JOHNSON BROS WHLS LIQUOR		1,851.42
34.	JIM LACEY		363.54
35.	LEAGUE OF MINNESOTA CITIES		951.00
36.	LMC INSURANCE TRUST		14,060.00

37.	LEEF BROS. INC.	186.09
38.	MARTIES FARM SERVICE, INC.	2.88
39.	MCDONALD DIST. CO.	7,628.45
40.	MENARDS	177.34
41.	METRO WEST INSPECTION SERVICE	5,209.90
42.	MIDWEST ANALYTICAL SERVICES	206.00
43.	MINNEGASCO	76.31
44.	MINN COMM	662.04
45.	STATE OF MINNESOTA SURPLUS SERVICE	20.00
46.	NEXEL COMMUNICATIONS	44.49
47.	NORTHERN SANITARY	136.96
48.	ARIEL	53.40
49.	AT & T	37.49
50.	OFFICE MAX CREDIT PLAN	146.32
51.	KEN PACE	78.00
52.	PEPSI COLA	466.45
53.	PHILLIPS WINE & SPIRITS	856.92
54.	PHYSIO-CONTROL CORPORATION	3,531.98
55.	QUALITY AUTO SUPPLY	183.81
56.	BRIAN ROD	11.61
57.	S & T OFFICE PRODUCTS, INC.	539.63
58.	ST. FRANCIS FOODS	36.12
59.	ST. FRANCIS VETERINARY CLINIC	110.00
60.	SEARS	104.33
61.	MARLINE SKINNER	169.00
62.	STATE OF MINNESOTA	65.00
63.	STREICHER'S	100.72
64.	U S POSTMASTER	143.00
65.	WARD HEATING & A/C	49.00
66.	WATSON CANDY & TOBACCO, INC.	115.39
67.	CONSTRUCTION BULLETIN MAGAZIN	165.30
68.	DANKO EMERGENCY EQUIPMENT	321.24
69.	VANCE BROS. INC. - KANSAS CITY	44.73
70.	ALERT-ALL	252.12
71.	STEPHENS PUBLISHING COMPANY	120.00
72.	STOFFEL SEALS	326.00
73.	SAYRE AND ASSOCIATES	660.30
74.	GILLELAND	52.47
75.	CARM DISTRIBUTING INC.	21.25
76.	ELK RIVER CONCRETE PRODUCTS	63.90
77.	BLACK HILLS AMMUNITION	174.50
78.	COOP'S LOCKSMITH SERVICE	109.39
79.	AT & T	50.91
80.	ERIK HANSEN (PD 8/31/99)	10.24
81.	CONSTRUCTION & GENERAL LABORERS (PD 8/31/99)	92.32

CITY OF ST. FRANCIS
ST. FRANCIS, MN

CLAIMS FOR PAYMENT

SEPTEMBER 20, 1999

1.	AT & T	$ 14.88
2.	Aid Electric Service	2,363.41
3.	Ameripride Linen & Apparel	148.83
4.	BDM Consultanting Engineers	12,212.85
5.	Bill's Ice	178.48
6.	Bjorklund Companies	1,837.50
7.	City of St. Francis (Petty Cash)	162.76
8.	Coca Cola Bottling Midwest	128.10
9.	Connexus Energy	40.02
10.	Connexus Energy - Utilities	758.64
11.	Dahlheimer Dist. Co. Inc.	1,829.65
12.	Day Distributing Co.	379.40
13.	Food-N-Fuel	701.26
14.	Gerdin Auto Service	599.74
15.	Golden Set Kennel	266.25
16.	Gopher State One Call	178.50
17.	Granite Electronics	671.11
18.	Griggs, Cooper & Co	3,722.63
19.	Ikon Office Products	132.73
20.	Johnson Bros Whlse Liquor	1,925.18
21.	Martin-McAllister	304.50
22.	McDonald Dist. Co.	7,095.30
23.	Menards	27.76
24.	Metro West Inspection Service	4,966.90
25.	Midwest Analytical Services	683.00
26.	MN Department of Revenue	6,458.00
27.	Air Gas North Central	25.34
28.	Ken Pace	118.04
29.	Peoples National Bank	32.92
30.	Pepsi Cola	225.88
31.	Phillips Wine & Spirits	587.42
32.	Quality Wine & Spirits	1,066.35
33.	S & T Office Products	209.22
34.	St. Francis Foods	36.39
35.	St. Francis Merc & Lumber	419.32
36.	Sears	447.41

CITY OF ST. FRANCIS
ST. FRANCIS, MN

CLAIMS FOR PAYMENT

OCTOBER 4, 1999

1.	AT & T	$	55.03
2.	AT & T Wireless Service		92.04
3.	Aerial Communications, Inc.		31.04
4.	Airtouch Cellular		15.57
5.	Alex Air Apparatus, Inc.		290.00
6.	Ameripride Linen & Apparal		114.76
7.	Bryan Backes		258.50
8.	Barna, Guzy & Steffen, LTD		10,707.95
9.	Bill's Ice		214.40
10.	Communications World/North		293.09
11.	Coca Cola Bottling Midwest		125.25
12.	Colonial Life & Accident Ins.		363.04
13.	Connexus Energy-Utilities		6,417.24
14.	Cy's Uniforms		59.89
15.	DPC Industries		553.91
16.	Dahlheimer Dist. Co., Inc.		1,275.30
17.	Dalmation Fire Suppression		963.24
18.	Day Distributing Co.		985.00
19.	Dept. Of Public Safety		20.00
20.	ECM Publishers, Inc.		18.27
21.	Ecolab Pest Elimination Div.		122.26
22.	Fortis Benefits Ins.		567.55
23.	Good Year Tire Distribution		191.12
24.	Griggs, Cooper & Co. Inc.		5,676.38
25.	Grainger, Inc.		482.48
26.	Grosslein Beverage		9,899.95
27.	IOS Capital		244.16
28.	Infratech Technology, Inc.		5,117.60
29.	Intoximeters, Inc.		46.86
30.	Johnson Bros Whlse Liquors		2,505.34
31.	League of Minnesota Cities		2,673.00
32.	Leef Bros.		139.70
33.	Mau's Corner		13.00
34.	McDonald Dist.		8,717.60
35.	Menards - Coon Rapids		33.40

36.	Menards - Elk River	34.83
37.	Midwest Analytical Services	103.00
38.	Minnegasco	124.07
39.	Mork Clinic, P.A.	255.00
40.	Nat'l Fire Protection Assoc.	1,077.95
41.	Nexel Communications	132.14
42.	Air Gas North Central	200.18
43.	Office Max Credit Plan	202.51
44.	Pepsi Cola	213.65
45.	Phillips Wine & Spirits	3,467.76
46.	Printing Unlimited	717.81
47.	Quality Auto Supply	96.96
48.	Russell's Lock & Key	57.00
49.	S & T Office Products	145.73
50.	SEH	1,477.64
51.	SFCOPS	42.00
52.	St. Francis Veterinary Clinic	50.00
53.	Marline Skinner	66.00
54.	Streicher's	360.78
55.	Summit Envirosolutions	2,567.25
56.	Steve Svitak	21.00
57.	U S Postmaster	55.00
58.	Watson Candy & Tobacco	113.02
59.	Joleen Wiemann	19.59
60.	Construction Bulletin Magazine	104.40
61.	Bury & Carlson, Inc.	96.88
62.	Danko Emergency Equipment	383.32
63.	Vance Bros. Inc.- Kansas City	59.64
64.	Midwest Expo '99	148.00
65.	National Fire and Rescue	20.00
66.	United Electric Company	1,951.71
67.	Minnesota Poster Compliance	42.25
68.	Technical Reproductions	37.20
69.	J & M Electric	360.00
70.	Viking Industrial Center	178.62
71.	Crow River Rental, Inc.	984.52
72.	Action Sports/ASAP	150.00
73.	Andrew Claypool	90.00
74.	J. Pete Psyck	44.48
75.	Zitco, Inc.	77.20
76.	City of Oak Grove	197.36
77.	AT & T	11.77
78.	AT & T Wireless Service	1.27
79.	AT & T	46.18

CITY OF ST. FRANCIS
ST. FRANCIS, MN

CLAIMS FOR PAYMENT
OCTOBER 18, 1999

1.	AT & T	$	35.26
2.	Anoka County Central Comm.		180.00
3.	BDM Consultanting Engineers		12,116.05
4.	Bill's Ice		168.75
5.	Casey's General Store		262.43
6.	Chisago Lakes Distributing Co.		456.00
7.	Coca Cola Bottling Midwest		135.00
8.	Community Courier		70.00
9.	Connexus Energy		746.47
10.	Food-N-Fuel		850.11
11.	Freedom Services, Inc.		83.40
12.	Freedom Services, Inc.		2,194.52
13.	Freestyle		84.80
14.	GHP Enterprises		305.66
15.	Gerdin Auto Service, Inc.		228.42
16.	Golden Set Kennel		186.38
17.	Gopher State One-Call		145.25
18.	Griggs, Cooper & Co.		1,537.76
19.	Grosslein Beverage		7,196.20
20.	Johnson Bros Whlse Liquor		1,778.16
21.	League of Minnesota Cities		20.00
22.	LMC Insurance Trust		34,879.00
23.	Martin-McAllister Consultanting Psychologists		300.00
24.	McDonald Dist. Co.		3,602.70
25.	Metro West Inspection Service		5,002.55
26.	Minnegasco		9.59
27.	MN Dept.of Health		781.00
28.	Minnesota Pipe & Equipment		17.54
29.	State of MN Surplus Services		140.00
30.	Nat'l Fire Protection Assoc.		115.00
31.	Air Gas North Central		22.71
32.	Pepsi Cola		17.33
33.	Phillips Wine & Spirits		703.60
34.	Plaisted Companies, Inc.		154.00
35.	Printing Unlimited		31.42
36.	S & T Office Products		77.71
37.	St. Francis Foods		92.74

CITY OF ST. FRANCIS
ST. FRANCIS, MN

CLAIMS FOR PAYMENT

DECEMBER 6, 1999

1.	A-1 Topsoil & Landscaping	$	639.63
2.	AT & T		63.32
3.	AT & T Wireless Service		114.59
4.	Aerial Communications, Inc.		41.04
5.	Airtouch Cellular		15.00
6.	Ameripride Linen & Apparel		148.83
7.	Earl F. Anderson		72.35
8.	Anoka County Central Communications		138.45
9.	Barna, Guzy & Steffen, LTD		8,061.95
10.	Bill's Ice		272.16
11.	Steve Bjork		383.47
12.	Bjorklund Companies		7,413.50
13.	Casey's General Stores, Inc.		19.40
14.	Chisago Lakes Distributing Co.		492.90
15.	Communications World/North		135.00
16.	Coca Cola Bottling Midwest		196.65
17.	Colonial Life & Acciden Ins.		334.74
18.	Connexus Energy-Utilities		6,009.12
19.	Cy's Uniforms		73.48
20.	Dahlheimer Dist. Co.		1,292.20
21.	Davies Water Equipment		650.53
22.	ECM Publishers, Inc.		500.16
23.	Electro Watchman		194.90
24.	Fortis Benefits Ins. Co.,		452.48
25.	Byron Froh		191.67
26.	GHP Enterprises		305.66
27.	Gall's Inc.		21.98
28.	Chuck Glum		15.00
29.	Golden Set Kennel		90.53
30.	Good Year Tire Distribution		87.36
31.	Griggs, Cooper & Co. Inc.		6,120.08
32.	Grosslein Beverage		10,238.82
33.	IOS Capital		119.28
34.	Johnson Bros Whlse Liquor		1,747.81
35.	Leef Bros. Inc.		170.70
36.	Mau's Corner		26.30
37.	McDonald Dist. Co.		8,622.40

38.	Menards	16.89
39.	Midwest Analytical Service	93.00
40.	Minnegasco	966.43
41.	Minnesota Crime Prevention Assoc.	30.00
42.	State of MN - Bookstore	185.88
43.	State of MN Bureau of Crim Apprehension	270.00
44.	Network Business Supplies, Inc.	55.61
45.	Nexel Communications	91.99
46.	Northern	71.31
47.	Office Max Credit Plan	45.25
48.	Pepsi Cola	169.10
49.	Phillips Wine & Spirits	1,915.60
50.	Quality Auto Supply	1,165.20
51.	S & T Office Products, Inc.	74.19
52.	SEH	152.50
53.	SFCOPS	30.00
54.	St. Francis Fire Relief	16,000.00
55.	St. Francis Foods	63.21
56.	St. Francis Merc & Lumber	281.96
57.	Marlene Skinner	110.00
58.	Mark Sorenson	99.00
59.	Streicher's	93.18
60.	Summit Envirosolutions, Inc.	1,952.50
61.	T & R Sanitation	60.34
62.	U S Filter/Water Pro	1,542.72
63.	U S Postmaster	121.00
64.	Uniforms Unlimited	2,226.99
65.	Barbara Vogtlin	175.00
66.	Waste Management-Blaine	4,972.40
67.	Ray Jones	180.00
68.	Earl Vickroy	375.07
69.	Lyle Schulz	180.00
70.	Tom Weber	15.00
71.	Debra Wenger	105.00
72.	Bury & Carlson, Inc.	207.15
73.	The Tape Company	84.24
74.	RDJ Specialties, Inc.	140.70
75.	W.B. Miller Inc.	5,973.35
76.	Braham Monument Company	100.00
77.	Crow River Rental, Inc.	13.58
78.	St. Paul Stamp Works, Inc.	49.48
79.	United Rentals	147.31
80.	Parr Energency Products Sales	27.86
81.	Ferber, Inc.	28,176.00
82.	USA Blue Book	109.32

CITY OF ST. FRANCIS
ST. FRANCIS, MN

CLAIMS FOR PAYMENT

DECEMBER 20, 1999

1.	AT & T	$	16.86
2.	Anoka County Government Center		49.00
3.	Anoka County Dept. of Hwys		12,122.19
4.	BDM Consultanting Engineers		15,148.11
5.	Bjorklund Companies		4,024.40
6.	Calciquest, Inc.		1,738.00
7.	Casey's General Stores, Inc.		362.72
8.	Coca Cola Bottling Midwest		247.35
9.	Community Courier		58.00
10.	Connexus Energy		782.07
11.	Dahlheimer Dist. Co., Inc.		751.55
12.	Davies Water Equipment		250.31
13.	Day Distributing Co.		159.00
14.	Dell Marketing L.P.		9,005.64
15.	Ecolab Pest Elimination Div.		59.96
16.	Firstar Bank of Minnesota		10,259.15
17.	Fortis Benefits Ins. Co.		539.48
18.	Freedom Services		83.40
19.	Freedom Services		2,071.76
20.	Golden Set Kennel		31.95
21.	Good Year Tire Distribution		174.72
22.	Gopher State One-Call		136.50
23.	Griggs, Cooper & Co Inc.		2,724.29
24.	Grosslein Beverage		5,285.10
25.	Colleen Harris		259.91
26.	Jan Hoppe		67.00
27.	Ikon Office Solutions		211.85
28.	Johnson Bros Whlse Liquor		1,498.46
29.	J.R.'s Appliance Disposal		704.00
30.	McDonald Dist.		6,075.37
31.	Menards - Coon Rapids		78.15
32.	Menards - St. Cloud		244.15
33.	Metro West Inspection Service		5,074.80
34.	Midwest Analytical Services		113.00
35.	MN Dept of Health		781.00
36.	MN Pollution Control Agency		85.00
37.	Air Gas North Central		128.13
38.	Pepsi Cola		189.13

39.	Phillips Wine & Spirits		1,198.10
40.	Plaisted Companies		142.11
41.	Quality Wine & Spirits		2,002.64
42.	S & T Office Products, Inc.		67.09
43.	Safeguard Business Systems		100.59
44.	Sears		1,197.84
45.	Marline Skinner		88.00
46.	Star Tribune		238.00
47.	Streicher's		46.75
48.	Summit Envirosolutions, Inc.		1,697.50
49.	T & R Sanitation		58.50
50.	U S Filter/Water Pro		852.55
51.	U S West Communications		1,733.48
52.	Watson Candy & Tobacco, Inc.		122.16
53.	W.B. Miller		3,200.00
54.	T & S Trophies		61.99
55.	Goldade Ditches Inc.		1,040.00
56.	Treadway Graphics		30.50
57.	Office Depot		867.88
58.	Flanagan Sales, Inc.		400.00
59.	D.A.R.E. America Merchandise		52.78
60.	Camas-Ready Mix Division		231.53
61.	Election Systems & Software		38.80
62.	Lano Equipment Inc.		404.70
63.	MN County Attorneys Assn.		105.28
64.	ABM Equipment		54.23
65.	City of St. Francis - Petty Cash		141.40
66.	U S Postmaster		209.00
67.	Uniforms Unlimited		418.51
68.	WH Penney Company		659.24
69.	Eagle Garage Door Co.		244.00
70.	Food-N-Fuel		1,198.12
71.	Fire Department Payroll (Ck# 38417 - 38440)		3,370.00
72.	Tim Brown		161.61
73.	Raymond E. Steinke		187.79
74.	Joel E. Olson		161.61
75.	Peter Karpe		161.61
76.	Bryan W. Worwa		161.61
77.	Joel Gross (Pd 12/9/99)		9.30
78.	Joleen Wiemann (Pd 12/9/99)		45.03
		Total	$104,754.29

January 2001 - June 2001

$3,177.41

CITY OF ST. FRANCIS

Check Summary Registe

			Name	Chec	
10100 CASH					
1.	Paid Chk#	041072	CHRISTOPHER MCCLISH	2/15/(	
2.	Paid Chk#	041073	JACOB REHLING	2/15/(	
3.	Paid Chk#	041074	JEMMA PETERSON	2/15/(	
4.	Paid Chk#	041075	ABM EQUIPMENT	2/20/(	
5.	Paid Chk#	041076	AIR GAS CENTRAL	2/20/(	
6.	Paid Chk#	041077	AMERIPRIDE LINEN & APPAREL SER	2/20/(	
7.	Paid Chk#	041078	ANOKA COUNTY PROPERTY RECORDS	2/20/(	
8.	Paid Chk#	041079	ANOKA COUNTY-GIS	2/20/(	
9.	Paid Chk#	041080	BARBARA HELD	2/20/(	
10.	Paid Chk#	041081	BARNA, GUZY & STEFFEN TRUST AC	2/20/01	$8,381.70
11.	Paid Chk#	041082	BDM CONSULTING ENGINEERS, PLC	2/20/01	$8,361.13
12.	Paid Chk#	041083	Void	2/20/01	$0.00
13.	Paid Chk#	041084	BEARCOM	2/20/01	$307.65
14.	Paid Chk#	041085	BYRON FROH	2/20/01	$296.05
15.	Paid Chk#	041086	CAINE & ASSOCIATES LAND SURVEY	2/20/01	$200.00
16.	Paid Chk#	041087	CASEY'S GENERAL STORE	2/20/01	$482.28
17.	Paid Chk#	041088	CENTENNIAL AUTO GLASS	2/20/01	$307.00
18.	Paid Chk#	041089	CHISAGO LAKES DISTRIBUTING CO.	2/20/01	$461.95
19.	Paid Chk#	041090	COCA COLA BOTTLING MIDWEST	2/20/01	$299.84
20.	Paid Chk#	041091	CONNEXUS ENERGY-UTILITIES	2/20/01	$1,152.12
21.	Paid Chk#	041092	DAHLHEIMER DIST. CO. INC.	2/20/01	$858.05
22.	Paid Chk#	041093	DAVIES WATER EQUIPMENT CO.	2/20/01	$90.00
23.	Paid Chk#	041094	DAY DISTRIBUTING CO.	2/20/01	$343.65
24.	Paid Chk#	041095	DNR WATERS	2/20/01	$331.58
25.	Paid Chk#	041096	DPC INDUSTRIES, INC.	2/20/01	$18.00
26.	Paid Chk#	041097	DRIVER & VEHICLE SERVICES	2/20/01	$8.50
27.	Paid Chk#	041098	ECM PUBLISHERS, INC.	2/20/01	$303.94
28.	Paid Chk#	041099	FORTIS BENEFITS INC. CO.	2/20/01	$872.40
29.	Paid Chk#	041100	GERDIN AUTO SERVICE, INC.	2/20/01	$478.22
30.	Paid Chk#	041101	GOLDEN SET KENNEL	2/20/01	$804.08
31.	Paid Chk#	041102	GOPHER STATE ONE-CALL, INC.	2/20/01	$25.60
32.	Paid Chk#	041103	GRIGGS, COOPER & CO., INC.	2/20/01	$3,217.48
33.	Paid Chk#	041104	GROSSLEIN BEVERAGE	2/20/01	$5,326.30
34.	Paid Chk#	041105	JESSE SMITH	2/20/01	$27.00
35.	Paid Chk#	041106	JOHN ROWE	2/20/01	$58.00
36.	Paid Chk#	041107	JOHNSON BROS WHLSE LIQUOR	2/20/01	$1,350.82
37.	Paid Chk#	041108	KRASS MONROE, P.A.	2/20/01	$187.50
38.	Paid Chk#	041109	LEAGUE OF MN CITIES	2/20/01	$60.00
39.	Paid Chk#	041110	LOCAL OIL DIST. INC.	2/20/01	$63.79
40.	Paid Chk#	041111	MARK SORENSON	2/20/01	$178.00
41.	Paid Chk#	041112	MCDONALD DIST CO.	2/20/01	$5,399.45
42.	Paid Chk#	041113	MIDWEST ANALYTICAL SERVICES	2/20/01	$112.00
43.	Paid Chk#	041114	MINNESOTA TEAMSTERS NO. 320	2/20/01	$155.00
44.	Paid Chk#	041115	MPSA	2/20/01	$25.00
45.	Paid Chk#	041116	PEPSI COLA	2/20/01	$246.48
46.	Paid Chk#	041117	PHILLIPS WINE & SPIRITS CO.	2/20/01	$3,616.05
47.	Paid Chk#	041118	POSTMASTER	2/20/01	$290.78
48.	Paid Chk#	041119	QUALITY WINE & SPIRITS	2/20/01	$670.06
49.	Paid Chk#	041120	QWEST	2/20/01	$458.03
50.	Paid Chk#	041121	QWEST DEX	2/20/01	$3.75

CITY OF ST. FRANCIS
Check Summary Register

		Name	Check Date	Check Amt
51.	Paid Chk# 041122	RANDY DRESSEN	2/20/01	$31.92
52.	Paid Chk# 041123	RIVERWAY CLINIC	2/20/01	$170.00
53.	Paid Chk# 041124	S & T OFFICE PRODUCTS, INC.	2/20/01	$135.39
54.	Paid Chk# 041125	SEH	2/20/01	$16,881.00
55.	Paid Chk# 041126	SFCOPS	2/20/01	$45.00
56.	Paid Chk# 041127	ST. FRANCIS FOODS	2/20/01	$199.56
57.	Paid Chk# 041128	ST. FRANCIS MERC & LUMBER	2/20/01	$171.42
58.	Paid Chk# 041129	SUPERIOR FORD, INC.	2/20/01	$20,967.00
59.	Paid Chk# 041130	TERRY LEMKE	2/20/01	$3.00
60.	Paid Chk# 041131	TEXACO	2/20/01	$1,662.24
61.	Paid Chk# 041132	TOTAL REGISTER	2/20/01	$633.68
62.	Paid Chk# 041133	US FILTER DISTRIBUTION GROUP	2/20/01	$3,114.15
63.	Paid Chk# 041134	VOICESTREAMWIRELESS	2/20/01	$324.49
64.	Paid Chk# 041135	WATSON COMPANY INC.	2/20/01	$141.13
			Total Checks	$113,342.93

CITY OF ST. FRANCIS
Check Summary Register

		Name	Check Date	Check Amt
10100 CASH				
1.	Paid Chk# 041294	MN DEPARTMENT OF REVENUE	3/20/01	$1,710.07
2.	Paid Chk# 041295	MN DEPARTMENT OF REVENUE	3/20/01	$5,079.00
3.	Paid Chk# 041296	SMITH IRONWORKS	3/20/01	$185.00
4.	Paid Chk# 041297	AETNA LIFE	3/29/01	$632.00
5.	Paid Chk# 041298	CHRISTOPHER MCCLISH	3/29/01	$10.35
6.	Paid Chk# 041299	CONSTRUCTION & GENERAL	3/29/01	$155.04
7.	Paid Chk# 041300	LES MANSELL	3/29/01	$100.00
8.	Paid Chk# 041301	MINNESOTA TEAMSTERS NO. 320	3/29/01	$155.00
9.	Paid Chk# 041302	MN DEPARTMENT OF REVENUE	3/29/01	$1,764.81
10.	Paid Chk# 041303	PUBLIC EMPLOYEES RETIRE ASSN.	3/29/01	$4,542.30
11.	Paid Chk# 041304	A T & T WIRELESS	4/2/01	$119.41
12.	Paid Chk# 041305	ACE SOLID WASTE, INC.	4/2/01	$202.94
13.	Paid Chk# 041306	ANDREW LINDMAN	4/2/01	$726.25
14.	Paid Chk# 041307	ANOKA COUNTY	4/2/01	$183.86
15.	Paid Chk# 041308	ANOKA COUNTY HWY DEPT.	4/2/01	$1,033.66
16.	Paid Chk# 041309	BARBARA HELD	4/2/01	$259.13
17.	Paid Chk# 041310	BERNICK'S	4/2/01	$228.00
18.	Paid Chk# 041311	BYRON FROH	4/2/01	$901.77
19.	Paid Chk# 041312	CASEY'S GENERAL STORE	4/2/01	$533.52
20.	Paid Chk# 041313	CHISAGO LAKES DISTRIBUTING CO.	4/2/01	$89.00
21.	Paid Chk# 041314	CITY OF ST. FRANCIS-PETTY CASH	4/2/01	$165.27
22.	Paid Chk# 041315	COCA COLA BOTTLING MIDWEST	4/2/01	$158.87
23.	Paid Chk# 041316	COLONIAL INS.	4/2/01	$255.93
24.	Paid Chk# 041317	CONNEXUS ENERGY	4/2/01	$5,811.03
25.	Paid Chk# 041318	DAHLHEIMER DIST. CO. INC.	4/2/01	$1,133.55
26.	Paid Chk# 041319	DAY DISTRIBUTING CO.	4/2/01	$401.00
27.	Paid Chk# 041320	ECOLAB PEST ELIMINATION DIV.	4/2/01	$131.33
28.	Paid Chk# 041321	FIRSTAR TRUST COMPANY	4/2/01	$150.00
29.	Paid Chk# 041322	FORTIS BENEFITS INC. CO.	4/2/01	$709.40
30.	Paid Chk# 041323	GLEWWE DOORS INC.	4/2/01	$32.00
31.	Paid Chk# 041324	GOLDEN SET KENNEL	4/2/01	$473.93
32.	Paid Chk# 041325	GOOD YEAR TIRE DISTRIBUTION	4/2/01	$230.33
33.	Paid Chk# 041326	GRAINGER, INC.	4/2/01	$153.94
34.	Paid Chk# 041327	GRIGGS, COOPER & CO., INC.	4/2/01	$1,537.63
35.	Paid Chk# 041328	GROSSLEIN BEVERAGE	4/2/01	$10,165.50
36.	Paid Chk# 041329	INTER TECHNOLOGIES	4/2/01	$37.00
37.	Paid Chk# 041330	IOS CAPITAL	4/2/01	$410.91
38.	Paid Chk# 041331	JEFFREY HARAPAT	4/2/01	$13.15
39.	Paid Chk# 041332	JOHNSON BROS WHLSE LIQUOR	4/2/01	$1,795.36
40.	Paid Chk# 041333	KEN PACE	4/2/01	$83.61
41.	Paid Chk# 041334	LEAGUE OF MN CITIES	4/2/01	$40.00
42.	Paid Chk# 041335	MARLINE SKINNER	4/2/01	$110.00
43.	Paid Chk# 041336	MARTIES FARM SERVICE, INC.	4/2/01	$63.90
44.	Paid Chk# 041337	MCDONALD DIST CO.	4/2/01	$8,339.10
45.	Paid Chk# 041338	MIDWEST ANALYTICAL SERVICES	4/2/01	$242.00
46.	Paid Chk# 041339	MINNESOTA TEAMSTERS NO. 320	4/2/01	$7.24
47.	Paid Chk# 041340	MOORE MEDICAL	4/2/01	$92.00
48.	Paid Chk# 041341	NEXTEL COMMUNICATIONS	4/2/01	$92.24
49.	Paid Chk# 041342	NORTHERN CHEMICAL INC.	4/2/01	$53.25
50.	Paid Chk# 041343	OFFICE MAX CREDIT PLAN	4/2/01	$327.36

CITY OF ST. FRANCIS
Check Summary Register

	Name	Check Date	Check Amt
51. Paid Chk# 041344	PEPSI COLA	4/2/01	$233.75
52. Paid Chk# 041345	PHILLIPS WINE & SPIRITS CO.	4/2/01	$3,210.21
53. Paid Chk# 041346	POPP TELECOM	4/2/01	$1,519.24
54. Paid Chk# 041347	POSTMASTER	4/2/01	$89.00
55. Paid Chk# 041348	PRINTING UNLIMITED	4/2/01	$272.96
56. Paid Chk# 041349	QUALITY WINE & SPIRITS	4/2/01	$624.95
57. Paid Chk# 041350	RDJ SPECIALTIES, INC.	4/2/01	$414.04
58. Paid Chk# 041351	RINGDAHL ARCHITECTS	4/2/01	$3,300.00
59. Paid Chk# 041352	ST. FRANCIS LIONS CLUB	4/2/01	$100.00
60. Paid Chk# 041353	UNIVERSITY OF MINNESOTA	4/2/01	$125.00
61. Paid Chk# 041354	VOICESTREAMWIRELESS	4/2/01	$301.54
62. Paid Chk# 041355	WATSON COMPANY INC.	4/2/01	$136.28
		Total Checks	$62,154.91

CITY OF ST. FRANCIS
Check Summary Register

		Name	Check Date	Check Amt
10100 CASH				
1.	Paid Chk# 041428	CHRISTOPHER MCCLISH	4/26/01	$26.32
2.	Paid Chk# 041429	CONSTRUCTION & GENERAL	4/26/01	$103.36
3.	Paid Chk# 041430	JIM LACEY	4/26/01	$191.86
4.	Paid Chk# 041431	LES MANSELL	4/26/01	$100.00
5.	Paid Chk# 041432	MINNESOTA TEAMSTERS NO. 320	4/26/01	$155.00
6.	Paid Chk# 041433	MN DEPARTMENT OF REVENUE	4/26/01	$1,803.61
7.	Paid Chk# 041434	POSTMASTER	4/26/01	$133.38
8.	Paid Chk# 041435	PUBLIC EMPLOYEES RETIRE ASSN.	4/26/01	$4,515.35
9.	Paid Chk# 041436	MN DEPARTMENT OF REVENUE	4/26/01	$122.32
10.	Paid Chk# 041437	QUALITY WINE & SPIRITS	4/26/01	$2,564.77
11.	Paid Chk# 041438	GRIDOR CONSTRUCTION, INC.	5/1/01	$245,892.00
12.	Paid Chk# 041439	A T & T WIRELESS	5/7/01	$126.79
13.	Paid Chk# 041440	ACE SOLID WASTE, INC.	5/7/01	$252.70
14.	Paid Chk# 041441	ANOKA COUNTY-GIS	5/7/01	$140.50
15.	Paid Chk# 041442	ANOKA POLICE DEPARTMENT-RANGE	5/7/01	$75.00
16.	Paid Chk# 041443	AUDIO COMMUNICATIONS	5/7/01	$1,006.56
17.	Paid Chk# 041444	BDM CONSULTING ENGINEERS, PLC	5/7/01	$27,185.76
18.	Paid Chk# 041445	BILL'S ICE	5/7/01	$290.64
19.	Paid Chk# 041446	BUMPER TO BUMPER	5/7/01	$224.91
20.	Paid Chk# 041447	BYRON FROH	5/7/01	$42.53
21.	Paid Chk# 041448	CASEY'S GENERAL STORE	5/7/01	$553.54
22.	Paid Chk# 041449	CENTENNIAL AUTO GLASS	5/7/01	$165.72
23.	Paid Chk# 041450	CLIMB THEATRE INC.	5/7/01	$780.00
24.	Paid Chk# 041451	COCA COLA BOTTLING MIDWEST	5/7/01	$526.26
25.	Paid Chk# 041452	COLLEEN HARRIS	5/7/01	$76.64
26.	Paid Chk# 041453	COLONIAL INS.	5/7/01	$255.93
27.	Paid Chk# 041454	COMMONWEALTH ELECTRIC OF MN,	5/7/01	$1,263.77
28.	Paid Chk# 041455	DAHLHEIMER DIST. CO. INC.	5/7/01	$2,173.85
29.	Paid Chk# 041456	DAY DISTRIBUTING CO.	5/7/01	$830.30
30.	Paid Chk# 041457	DEPT OF PUBLIC SAFETY	5/7/01	$270.00
31.	Paid Chk# 041458	DPC INDUSTRIES, INC.	5/7/01	$24.00
32.	Paid Chk# 041459	E.H. RENNER	5/7/01	$530.00
33.	Paid Chk# 041460	EARL F. ANDERSON & ASSOC., INC	5/7/01	$27.00
34.	Paid Chk# 041461	ECM PUBLISHERS, INC.	5/7/01	$397.54
35.	Paid Chk# 041462	EGAN OIL COMPANY	5/7/01	$35.81
36.	Paid Chk# 041463	ELITE SANITATION	5/7/01	$41.15
37.	Paid Chk# 041464	ELK RIVER FORD-CHRYSLER	5/7/01	$149.51
38.	Paid Chk# 041465	ERIK HANSEN	5/7/01	$42.16
39.	Paid Chk# 041466	FORTIS BENEFITS INC. CO.	5/7/01	$621.14
40.	Paid Chk# 041467	FRIENDLY CHEVROLET	5/7/01	$188.11
41.	Paid Chk# 041468	GERDIN AUTO SERVICE, INC.	5/7/01	$1,615.36
42.	Paid Chk# 041469	GHP ENTERPRISES, INC.	5/7/01	$305.66
43.	Paid Chk# 041470	GOLDEN SET KENNEL	5/7/01	$915.90
44.	Paid Chk# 041471	GRAINGER, INC.	5/7/01	$32.27
45.	Paid Chk# 041472	GREG HAAS	5/7/01	$175.72
46.	Paid Chk# 041473	GRIGGS, COOPER & CO., INC.	5/7/01	$4,901.04
47.	Paid Chk# 041474	GROSSLEIN BEVERAGE	5/7/01	$10,604.15
48.	Paid Chk# 041475	H & H CONTRACTING, INC.	5/7/01	$7,200.00
49.	Paid Chk# 041476	INTER TECHNOLOGIES	5/7/01	$37.00
50.	Paid Chk# 041477	IOS CAPITAL	5/7/01	$498.11

CITY OF ST. FRANCIS
Check Summary Register

		Name	Check Date	Check Amt
51.	Paid Chk# 041478	JOHNSON BROS WHLSE LIQUOR	5/7/01	$2,104.10
52.	Paid Chk# 041479	LASER TECHNOLOGIES	5/7/01	$783.84
53.	Paid Chk# 041480	LEAGUE OF MN CITIES	5/7/01	$134.91
54.	Paid Chk# 041481	LEEF BROS., INC.	5/7/01	$78.05
55.	Paid Chk# 041482	LESTER SOLBERG	5/7/01	$31.05
56.	Paid Chk# 041483	MARLINE SKINNER	5/7/01	$274.00
57.	Paid Chk# 041484	MCDONALD DIST CO.	5/7/01	$14,978.00
58.	Paid Chk# 041485	MENARDS-ELK RIVER	5/7/01	$23.30
59.	Paid Chk# 041486	MIDWEST ANALYTICAL SERVICES	5/7/01	$838.00
60.	Paid Chk# 041487	MINNEGASCO	5/7/01	$1,321.51
61.	Paid Chk# 041488	MINNESOTA PIPE & EQUIPMENT	5/7/01	$335.60
62.	Paid Chk# 041489	MINNESOTA TEAMSTERS NO. 320	5/7/01	$7.24
63.	Paid Chk# 041490	NEXTEL COMMUNICATIONS	5/7/01	$92.24
64.	Paid Chk# 041491	NORTHERN CHEMICAL	5/7/01	$133.13
65.	Paid Chk# 041492	NORTHERN TOOL & EQUIPMENT	5/7/01	$59.06
66.	Paid Chk# 041493	OAKRIDGE AUTO BODY	5/7/01	$671.70
67.	Paid Chk# 041494	OFFICE MAX CREDIT PLAN	5/7/01	$323.45
68.	Paid Chk# 041495	PATRICK MICHAEL SUPPLY CO.	5/7/01	$95.85
69.	Paid Chk# 041496	PEARSON BROS. INC.	5/7/01	$3,160.50
70.	Paid Chk# 041497	PEPSI COLA	5/7/01	$249.37
71.	Paid Chk# 041498	PHILLIPS WINE & SPIRITS CO.	5/7/01	$6,201.27
72.	Paid Chk# 041499	POPP TELECOM	5/7/01	$1,421.46
73.	Paid Chk# 041500	POSTMASTER	5/7/01	$202.00
74.	Paid Chk# 041501	PRINTING UNLIMITED	5/7/01	$815.79
75.	Paid Chk# 041502	RADCO, INC.	5/7/01	$50.16
76.	Paid Chk# 041503	RINGDAHL ARCHITECTS	5/7/01	$6,600.00
77.	Paid Chk# 041504	S & T OFFICE PRODUCTS, INC.	5/7/01	$247.13
78.	Paid Chk# 041505	SCHARBER & SONS	5/7/01	$2,077.76
79.	Paid Chk# 041506	SEARS	5/7/01	$331.34
80.	Paid Chk# 041507	SMALL ENGINE SHOP	5/7/01	$105.28
81.	Paid Chk# 041508	STATE OF MN-SURPLUS SERVICES	5/7/01	$415.00
82.	Paid Chk# 041509	STREICHER'S	5/7/01	$91.67
83.	Paid Chk# 041510	THE J.P. COOKE CO.	5/7/01	$54.69
84.	Paid Chk# 041511	UNIFORMS UNLIMITED	5/7/01	$80.05
85.	Paid Chk# 041512	VILLAGE BANK	5/7/01	$11,973.50
86.	Paid Chk# 041513	VOICESTREAMWIRELESS	5/7/01	$358.04
87.	Paid Chk# 041514	WALTON'S HOLLOW	5/7/01	$400.00
			Total Checks	$377,311.04

CITY OF ST. FRANCIS
Check Summary Register

			Name	Check Date	Check Amt
	10100 CASH				
#01	Paid Chk#	041601	BRAD ZINDA	5/27/01	$30.00
#02	Paid Chk#	041602	CHRISTOPHER MCCLISH	5/27/01	$10.35
#03	Paid Chk#	041603	CONSTRUCTION & GENERAL	5/27/01	$103.36
#04	Paid Chk#	041604	JEMMA PETERSON	5/27/01	$17.35
#05	Paid Chk#	041605	JOHN CRAMBLE	5/27/01	$51.00
#06	Paid Chk#	041606	LEHNE'S SERVICE, INC.	5/27/01	$458.50
#07	Paid Chk#	041607	LESTER MANSELL	5/27/01	$100.00
#08	Paid Chk#	041608	MINNESOTA TEAMSTERS NO. 320	5/27/01	$155.00
#09	Paid Chk#	041609	MN DEPARTMENT OF REVENUE	5/27/01	$1,857.37
#10	Paid Chk#	041610	PUBLIC EMPLOYEES RETIRE ASSN.	5/27/01	$4,728.71
#11	Paid Chk#	041611	STATE OF MN-BOARD OF ELECTRICT	5/27/01	$50.00
#12	Paid Chk#	041612	A T & T WIRELESS	6/4/01	$152.06
#13	Paid Chk#	041613	ACE SOLID WASTE, INC.	6/4/01	$1,221.72
#14	Paid Chk#	041614	ANOKA COUNTY HWY DEPT.	6/4/01	$20.00
#15	Paid Chk#	041615	ARCTIC GLACIER ICE	6/4/01	$239.76
#16	Paid Chk#	041616	AUTOMATIC SYSTEMS CO.	6/4/01	$1,482.00
#17	Paid Chk#	041617	BERNICK'S	6/4/01	$154.30
#18	Paid Chk#	041618	BROCK WHITE CO. LLC	6/4/01	$1,210.95
#19	Paid Chk#	041619	BYRON FROH	6/4/01	$109.98
#20	Paid Chk#	041620	CHISAGO LAKES DISTRIBUTING CO.	6/4/01	$432.20
#21	Paid Chk#	041621	DAHLHEIMER DIST. CO. INC.	6/4/01	$2,695.50
#22	Paid Chk#	041622	DAY DISTRIBUTING CO.	6/4/01	$897.00
#23	Paid Chk#	041623	ECM PUBLISHERS, INC.	6/4/01	$313.28
#24	Paid Chk#	041624	ELECTRO WATCHMAN	6/4/01	$194.90
#25	Paid Chk#	041625	FORTIS BENEFITS INC. CO.	6/4/01	$645.27
#26	Paid Chk#	041626	GOLDEN SET KENNEL	6/4/01	$319.50
#27	Paid Chk#	041627	GOOD YEAR TIRE DISTRIBUTION	6/4/01	$175.12
#28	Paid Chk#	041628	GOPHER STATE ONE-CALL, INC.	6/4/01	$113.60
#29	Paid Chk#	041629	GRAINGER, INC.	6/4/01	$250.27
#30	Paid Chk#	041630	GRIGGS, COOPER & CO., INC.	6/4/01	$2,622.84
#31	Paid Chk#	041631	GROSSLEIN BEVERAGE	6/4/01	$7,076.13
#32	Paid Chk#	041632	HACH COMPANY	6/4/01	$49.85
#33	Paid Chk#	041633	HUB CAP HAVEN	6/4/01	$42.60
#34	Paid Chk#	041634	INTER TECHNOLOGIES	6/4/01	$37.00
#35	Paid Chk#	041635	IOS CAPITAL	6/4/01	$379.35
#36	Paid Chk#	041636	JADE CATERING	6/4/01	$14.00
#37	Paid Chk#	041637	JOHNSON BROS WHLSE LIQUOR	6/4/01	$1,512.69
#38	Paid Chk#	041638	LARSCO, INC.	6/4/01	$103.12
#39	Paid Chk#	041639	LEAGUE OF MN CITIES	6/4/01	$295.00
#40	Paid Chk#	041640	MARK GIBSON	6/4/01	$11,440.00
#41	Paid Chk#	041641	MARLINE SKINNER	6/4/01	$280.00
#42	Paid Chk#	041642	MARTIES FARM SERVICE, INC.	6/4/01	$48.93
#43	Paid Chk#	041643	MCDONALD DIST CO.	6/4/01	$4,634.30
#44	Paid Chk#	041644	MIDWEST ANALYTICAL SERVICES	6/4/01	$280.00
#45	Paid Chk#	041645	MINNEGASCO	6/4/01	$404.46
#46	Paid Chk#	041646	MINNESOTA PIPE & EQUIPMENT	6/4/01	$318.56
#47	Paid Chk#	041647	MINNESOTA TEAMSTERS NO. 320	6/4/01	$21.72
#48	Paid Chk#	041648	NEXTEL COMMUNICATIONS	6/4/01	$116.94
#49	Paid Chk#	041649	PHILLIPS WINE & SPIRITS CO.	6/4/01	$2,021.37
#50	Paid Chk#	041650	POST BOARD	6/4/01	$180.00

CITY OF ST. FRANCIS
Check Summary Register

			Name	Check Date	Check Amt
#51	Paid Chk#	041651	QUALITY WINE & SPIRITS	6/4/01	$1,309.81
#52	Paid Chk#	041652	QWEST	6/4/01	$71.42
#53	Paid Chk#	041653	S & T OFFICE PRODUCTS, INC.	6/4/01	$205.91
#54	Paid Chk#	041654	SEARS	6/4/01	$64.99
#55	Paid Chk#	041655	SFCOPS	6/4/01	$162.00
#56	Paid Chk#	041656	ST. CROIX RECREATION CO. INC.	6/4/01	$4,114.63
#57	Paid Chk#	041657	STREICHER'S	6/4/01	$71.40
#58	Paid Chk#	041658	TREADWAY GRAPHICS	6/4/01	$558.75
#59	Paid Chk#	041659	US FILTER DISTRIBUTION GROUP	6/4/01	$2,412.54
#60	Paid Chk#	041660	VOICESTREAMWIRELESS	6/4/01	$58.17
#61	Paid Chk#	041661	WATSON COMPANY INC.	6/4/01	$141.19
#62	Paid Chk#	041662	WOODY'S REFRGERATION, A/C HTG	6/4/01	$92.00
				Total Checks	$59,330.72

GRADITUDE FARMS-IMPOUND SLIP

Date: 5/17/17 Time: 5:00 AM City: St. Francis

Location: 237 TH

Dispatched By: (Sherriff) City Other

Breed: Lab Mix Color: black / white

Height: ____" Approximate Weight ____ Sex M/F

Soaking wet + limping

Age: ☐ under 3 Mo. ☐ 3-6 Mo ☐ 6-1yr ☒ Adult

Coat	Tail	Ears	Collar
☐ short	☒ long	☐ erect	☐ choke
☒ medium	☐ docked	☐ cropped	☐ leather
☐ long	☐ none	☒ dropped	☒ nylon
☐ curly	☐ bushy	☐ lup, ldown	☐ flea
			☐ NTOC

License: ____ / ____ / ____
Number Year (City)

Rabies: ____ / ____ / ____
(Number) (Year) (Hospital)

Other ID: ____

Scanned: NA

Released To: Craig Nicko
532 245th Ave NW
Bethel 55005

Owner has 1 week to provide PD w/ updated rabies or citation may be issued.

GRADITUDE FARMS-IMPOUND SLIP

Date: 5/26/17 Time: 10AM City: ST. Francis

Location: ____

Dispatched By: Sherriff City Other

Breed: Lab Color: Black

Height: ____" Approximate Weight ____ Sex M/F

Age: ☐ under 3 Mo. ☐ 3-6 Mo ☐ 6-1yr ☐ Adult

Coat	Tail	Ears	Collar
☐ short	☒ long	☐ erect	☐ choke
☒ medium	☐ docked	☐ cropped	☐ leather
☐ long	☐ none	☒ dropped	☒ nylon
☐ curly	☐ bushy	☐ lup, ldown	☐ flea
			☐ NTOC

License: ____ / ____ / ____
Number Year (City)

Rabies: ____ / ____ / ____
(Number) (Year) (Hospital)

Other ID: ____

Scanned: NA

Released To: Daniel Cook
2127 243rd Ave
St Francis 55070

Owner has 1 week to provide PD w/ updated rabies or citation may be issues.

Office of the Revisor of Statutes

2018 Minnesota Statutes

Authenticate

346.47 SEIZED ANIMALS.

Subdivision 1. **Definitions.** As used in this section:

(1) "establishment" means any public or private agency, person, society, or corporation having custody of animals that are seized under the authority of the state or any political subdivision of the state; and

(2) "regular business day" means a day during which the establishment having custody of an animal is open to the public not less than four consecutive hours between the hours of 8:00 a.m. and 7:00 p.m.

Subd. 2. **Impoundment; record keeping.** All animals seized by public authority must be held in an establishment for redemption by the owner for at least five regular business days of the establishment or for a longer time specified by municipal ordinance. Establishments must maintain the following records of the animals in custody, and preserve the records for at least six months:

(1) the description of the animal by species, breed, sex, approximate age, and other distinguishing traits;

(2) the location at which the animal was seized;

(3) the date of seizure;

(4) the name and address of the person from whom any animal three months of age or over was received; and

(5) the name and address of the person to whom any animal three months of age or over was transferred.

The records must be maintained in a form permitting easy perusal by the public. A person may view the records and animals in custody at any time during which the establishment is open to the public.

Subd. 3. **Release of animals.** A person must not release an animal seized and held under this section for research or product testing, either directly or through an animal dealer. This subdivision does not apply to the temporary transfer of an animal to a college of veterinary medicine or veterinary technology school accredited by the American Veterinary Medicine Association for the purpose of sterilization or needed veterinary care.

History: *2012 c 244 art 1 s 73*

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ANIMAL CONTROL OFFICER AGREEMENT

THIS AGREEMENT, made this 22nd day of January, 2019, by and between _____(insert vendor name), _____(insert address), MN _____(insert zip) hereinafter referred to as "Contractor", and the City of St. Francis, 23340 Cree Street NW. St. Francis, Minnesota 55070, hereinafter referred to as "City".

WITNESSETH, that the Contractor and the City, for the consideration stated herein, mutually agree as follows:

1. Statement of Work. Contractor shall furnish all labor, equipment and services performed for the jobs of dog catcher and confining dogs for the City, as set forth below in an efficient and workmanlike manner in accordance with this Agreement. Contractor shall comply with all federal, state and local laws and ordinances in performing the duties as specified herein.

2. Contractor's Duties. Contractor shall, upon request of the members of the Police Department or the City Clerk's office, take all reasonable and necessary steps to catch and take into custody any dog determined to be in violation of any City Ordinance or Minnesota State Statute. All apprehensions of dogs directed by members of the Police Department or the City Clerk's office shall be in an efficient, workmanlike and humane manner. Contractor agrees to use snares to capture the dogs. Contractor shall supervise the drafting and service of appropriate notice when a dog has been picked up, and deliver notice to the City Clerk for further posting, as required, pursuant to St. Francis Code 8.05, Subd. 8.

Contractor shall take all reasonable and necessary steps to control, kennel and care for dogs taken into custody by the City in a humane manner. The Contractor agrees to comply with all state laws regarding waiting periods on dogs taken into custody. It is specifically made part of this Agreement that the nature of services to be provided by Contractor shall include providing a place for each dog to stay; together with the provision of food, water and walking/exercising the dogs. Contractor shall also provide medication for the needs of any dogs in its care. Contractor will also transport all dogs to the veterinarian or rescue party at the end of the five day period each unclaimed dog is required to be held pursuant to City Ordinance. The five day holding period shall not include weekends or holidays. If a dog that has bitten a person is impounded, that dog must be kept apart from other animals and observed for a period of 10 days, during which time Contractor shall notify the City of signs of any transmittable diseases.

It is understood, pursuant to this Agreement, that Contractor shall bring all dogs caught directly to Contractor's kennel at _____ (insert address and City, State, Zip). Contractor will provide services for the City of St. Francis seven days a week, twenty-four hours per day.

3. Compensation. Contractor shall receive a fixed monthly sum from the City of _____ (insert fixed monthly fee for services) for any and all services related to the pick-up of dogs. Any additional fee for boarding and transport of dogs as outlined in the City's fee schedule shall be kept by the contractor. Contractor will provide the City with a monthly expense sheet showing:

a) the number of animal pickups in that month;
b) the number of late animal pickups (defined as pick ups occurring between 6 p.m. and 8 a.m.)
c) the number of animals and days that Contractor boarded animals in that month that have not been subjected to a "Declaration of Dangerous Dog," or a dog that needs to be quarantined for any reason;

4. Licensing and Certification. Contractor hereby agrees to maintain all Professional Licensing and Certification required by local, state and federal law, and/or Association for Dog Catchers and Dog Kennels.

5. Relationship of Parties. The parties intend that an independent contractor relationship will be created by this Agreement. The City is interested only in the results to be achieved, specifically; the caring for dogs not restrained with City limits, and the conduct and control of the work will rest solely with the Contractor. Contractor is not to be considered an agent or employee of the City for any purpose, and the employees of Contractor, if any, are not to be considered employees of the City, and are not entitled to any of the benefits that the City provides its employees. It is understood that the City does not agree to use Contractor exclusively. It is further understood that Contractor may perform services for other entities, as long as such relationship does not impede, or prohibit, the provision of services for City pursuant to this Agreement.

6. Liability Insurance and Indemnification. The services to be performed by Contractor pursuant to this Agreement will be performed entirely at Contractor's risk, and Contractor assumes all responsibility for the use and condition of tools and equipment used in the performance of Contractor's duties, efforts and work as a dog care provider. Contractor further agrees to indemnify City for any and all liability or loss arising in any way out of the performance of this Agreement, including costs and attorney's fees.

7. Insurance. Contractor agrees to maintain in full force and effect general liability coverage in the amount of $400,000 per occurrence, $75,000 aggregate naming City as an additional insured on the policy. The policy must state that the insurance company must give written notice to the City thirty (30) days prior to canceling the insurance contract. The initial policy and any subsequent changes in the insurance policy must be approved by the City.

8. Termination. City and Contractor may terminate this Agreement at any time with or without cause by providing written notice to the other party no later than thirty (30) days prior to the termination date. City and Contractor may immediately terminate this Agreement upon breach of any of the material terms herein by providing written notice of the termination. Such notice shall be given to the City at City offices. Such notice shall be given to Contractor at its place of business.

9. Facilities and Equipment. Contractor shall be responsible for providing all tools and equipment necessary to perform its duties as the City dog kennel. The City will not provide office space to Contractor for services as dog care provider. Contractor shall also provide

appropriate kennels for the retention of dogs caught by Contractor until appropriate disposition can be made for each such dog retained.

10. Accounting and Billing. The City agrees to pay for such services each month within twenty (20) days of its receipt of each month's billing from Contractor.

11. Business Records. At all times during the course of this Agreement, and upon termination of this Agreement by either party, all files, documents and records relating to performance of dog caring by Contractor shall remain the property of City, and shall be provided to City at any time upon its request to Contractor. Contractor shall maintain records as required by St. Francis Ordinance 8.05.

Pursuant to the provisions of Minn. Stat. Sec. 13.05, Subd. 11, Contractor understands that all data created, collected, received, stored, used, maintained, or disseminated by Contractor in performing these functions and under this Agreement is subject to the requirements of the Minnesota Government Data Practices Act as if it were a government entity.

12. Audit of Records. The books, records, documents and accounting procedures and practices of Contractor relevant to the Agreement are subject to the examination by County representatives and either the legislative auditor or the state auditor as appropriate pursuant to Minn. Stat. §16B.06, Subd. 4. and any amendments there under.

13. Entire Agreement. This Agreement constitutes the entire agreement of the parties with respect to the subject matter hereof and supersedes all other agreements or representations, whether written or oral.

14. Headings. Headings are for convenience only and are not a part of this Agreement.

CITY OF ST. FRANCIS

By: _____
Steve Feldman, Mayor

CONTRACTOR

Dated: _____, 2019

By: _____
(insert owner and agent and business name)

627461-v1

Contractor Certification of facts:

Please list any and all fees you charge residents:

Amount	Description

Please list payment methods accepted by your business:

Payment methods below:

Please list your hours of operations:

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday

Please provide your typical response time:

_____

I certify that the information above is accurate to the best of my knowledge.

Signed by: _____

(owner/agent)

2019 Exhibit A

SECTION 9

FEE SCHEDULE

SECTION:
2-9-1: Fee Schedule

2-9-1: FEE SCHEDULE.

A. Administrative Penalties.

1.	Administrative Enforcement Penalties:	
a.	1st Offense	$100
b.	2nd Offense	$200
c.	3rd Offense	$500
d.	4th Offense	$1,000
e.	5th Offense and Beyond	$2,000
2.	Administrative Hearing Fee	$750

B. Animal Impound Fees.

1.	Administrative Fee	$50/day
2.	Pick Up Service Fee:	
a.	8 AM to 6 PM	$60/hour
b.	6 PM to 8 AM	$80/hour
3.	Boarding Fee	$25/day

C. Animal License:

1.	Dog License	$10/1-2 year vaccinations $15/3 year vaccination
2.	Kennel:	
a.	First 4 Dogs	$50/year
b.	Each Additional Dog	$20/year
3.	Chickens	$120/one time

D. Amusement and Recreation.

1.	Amusement Machine	$15/location + $15/machine
2.	Dance:	
a.	Annual	$100/year
b.	Per Event	$10/event

ANIMAL CONTROL OFFICER AGREEMENT

THIS AGREEMENT, made this 22nd day of January, 2019, by and between (Gratitude Farms), (22359 Bataan St NE East Bethel), MN (55011) hereinafter referred to as "Contractor", and the City of St. Francis, 23340 Cree Street NW. St. Francis, Minnesota 55070, hereinafter referred to as "City".

WITNESSETH, that the Contractor and the City, for the consideration stated herein, mutually agree as follows:

1. Statement of Work. Contractor shall furnish all labor, equipment and services performed for the jobs of dog catcher and confining dogs for the City, as set forth below in an efficient and workmanlike manner in accordance with this Agreement. Contractor shall comply with all federal, state and local laws and ordinances in performing the duties as specified herein.

2. Contractor's Duties. Contractor shall, upon request of the members of the Police Department or the City Clerk's office, take all reasonable and necessary steps to catch and take into custody any dog determined to be in violation of any City Ordinance or Minnesota State Statute. All apprehensions of dogs directed by members of the Police Department or the City Clerk's office shall be in an efficient, workmanlike and humane manner. Contractor agrees to use snares to capture the dogs. Contractor shall supervise the drafting and service of appropriate notice when a dog has been picked up, and deliver notice to the City Clerk for further posting, as required, pursuant to St. Francis Code 8.05, Subd. 8.

Contractor shall take all reasonable and necessary steps to control, kennel and care for dogs taken into custody by the City in a humane manner. The Contractor agrees to comply with all state laws regarding waiting periods on dogs taken into custody. It is specifically made part of this Agreement that the nature of services to be provided by Contractor shall include providing a place for each dog to stay; together with the provision of food, water and walking/exercising the dogs. Contractor shall also provide medication for the needs of any dogs in its care. Contractor will also transport all dogs to the veterinarian or rescue party at the end of the five day period each unclaimed dog is required to be held pursuant to City Ordinance. The five day holding period shall not include weekends or holidays. If a dog that has bitten a person is impounded, that dog must be kept apart from other animals and observed for a period of 10 days, during which time Contractor shall notify the City of signs of any transmittable diseases.

It is understood, pursuant to this Agreement, that Contractor shall bring all dogs caught directly to Contractor's kennel at (22359 Bataan St NE East Bethel, MN 55011). Contractor will provide services for the City of St. Francis seven days a week, twenty-four hours per day.

3. Compensation. Contractor shall receive a fixed monthly sum from the City of ($250) for any and all services related to the pick-up of dogs. Any additional fee for boarding and transport of dogs as outlined in the City's fee schedule shall be kept by the contractor. Contractor will provide the City with a monthly expense sheet showing:

a) the number of animal pickups in that month;
b) the number of late animal pickups (defined as pick ups occurring between 6 p.m. and 8 a.m.)
c) the number of animals and days that Contractor boarded animals in that month that have not been subjected to a "Declaration of Dangerous Dog," or a dog that needs to be quarantined for any reason;

4. Licensing and Certification. Contractor hereby agrees to maintain all Professional Licensing and Certification required by local, state and federal law, and/or Association for Dog Catchers and Dog Kennels.

5. Relationship of Parties. The parties intend that an independent contractor relationship will be created by this Agreement. The City is interested only in the results to be achieved, specifically; the caring for dogs not restrained with City limits, and the conduct and control of the work will rest solely with the Contractor. Contractor is not to be considered an agent or employee of the City for any purpose, and the employees of Contractor, if any, are not to be considered employees of the City, and are not entitled to any of the benefits that the City provides its employees. It is understood that the City does not agree to use Contractor exclusively. It is further understood that Contractor may perform services for other entities, as long as such relationship does not impede, or prohibit, the provision of services for City pursuant to this Agreement.

6. Liability Insurance and Indemnification. The services to be performed by Contractor pursuant to this Agreement will be performed entirely at Contractor's risk, and Contractor assumes all responsibility for the use and condition of tools and equipment used in the performance of Contractor's duties, efforts and work as a dog care provider. Contractor further agrees to indemnify City for any and all liability or loss arising in any way out of the performance of this Agreement, including costs and attorney's fees.

7. Insurance. Contractor agrees to maintain in full force and effect general liability coverage in the amount of $400,000 per occurrence, $75,000 aggregate naming City as an additional insured on the policy. The policy must state that the insurance company must give written notice to the City thirty (30) days prior to canceling the insurance contract. The initial policy and any subsequent changes in the insurance policy must be approved by the City.

8. Termination. City and Contractor may terminate this Agreement at any time with or without cause by providing written notice to the other party no later than thirty (30) days prior to the termination date. City and Contractor may immediately terminate this Agreement upon breach of any of the material terms herein by providing written notice of the termination. Such notice shall be given to the City at City offices. Such notice shall be given to Contractor at its place of business.

9. Facilities and Equipment. Contractor shall be responsible for providing all tools and equipment necessary to perform its duties as the City dog kennel. The City will not provide office space to Contractor for services as dog care provider. Contractor shall also provide

appropriate kennels for the retention of dogs caught by Contractor until appropriate disposition can be made for each such dog retained.

10. Accounting and Billing. The City agrees to pay for such services each month within twenty (20) days of its receipt of each month's billing from Contractor.

11. Business Records. At all times during the course of this Agreement, and upon termination of this Agreement by either party, all files, documents and records relating to performance of dog caring by Contractor shall remain the property of City, and shall be provided to City at any time upon its request to Contractor. Contractor shall maintain records as required by St. Francis Ordinance 8.05.

Pursuant to the provisions of Minn. Stat. Sec. 13.05, Subd. 11, Contractor understands that all data created, collected, received, stored, used, maintained, or disseminated by Contractor in performing these functions and under this Agreement is subject to the requirements of the Minnesota Government Data Practices Act as if it were a government entity.

12. Audit of Records. The books, records, documents and accounting procedures and practices of Contractor relevant to the Agreement are subject to the examination by County representatives and either the legislative auditor or the state auditor as appropriate pursuant to Minn. Stat. §16B.06, Subd. 4. and any amendments there under.

13. Entire Agreement. This Agreement constitutes the entire agreement of the parties with respect to the subject matter hereof and supersedes all other agreements or representations, whether written or oral.

14. Headings. Headings are for convenience only and are not a part of this Agreement.

CITY OF ST. FRANCIS

By: _____
Steve Feldman, Mayor

CONTRACTOR

Dated: _____, 2019

By: _____
(Tammy Gimpl,
Gratitude Farms
)

627461-v1

CITY OF ISANTI
ISANTI, MINNESOTA
ANIMAL CONTROL SERVICES QUOTE SHEET

I (we) submit the following quote for animal control (dog catcher) services for the City of Isanti.

All bids shall be based on direction by the City for service.

Quote for Services from the hours 8:00 a.m. to 7:00 p.m.

1. Dog Pick-up & Transport to Kennel or other animal as directed by City staff $30_____

2. Same Call – Pick-up of each Additional Dog & Transport to Kennel _____

3. Transport only, one or more dogs to a kennel when held at Police Department or City Hall _____

4. Respond to Complaint _____

Quote for Services from the hours 7:00 p.m. to 8:00 a.m. and designated holidays

5. Dog Pick up or other Animals & Transport to Kennel $40_____

6. Hourly Rate for Public Services _____

7. Dog bite incidents including transport to University of Minnesota _____

Contractor Certification of facts:

Please list any and all fees you charge residents:

Amount	Description
$50	Impound/Administrative one time
$25	Board per day
$30	Pick up between 8 am- 6 pm
$40	Pick up between 6 pm-8 am

Please list payment methods accepted by your business:

Payment methods below:
cash
Credit card

Please list your hours of operations:

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
24 hours	24 hours	24 hours	24 hours	24 hours	24 hours	24 hours

Please provide your typical response time: _I leave immediately so 15 minute response time to St Francis_____

—

I certify that the information above is accurate to the best of my knowledge.

Signed by: _____

(Tammy Gimpl/Gratitude Farms)

Name

Gratitude Farms

Company Name

22359 Bataan St NE East Bethel, MN 55011

Address

763.331.2275

Phone Number

Authorized Signature

North Metro Animal Care and Control
16422 Hanson Blvd. NW- Andover, MN 55304
763-434-7332 ext. 1

Monday, January 14, 2019

City of St. Francis
23340 Cree Street NW
St. Francis, Minnesota 55070

VIA EMAIL

This letter is to inform, clarify and update you on changes to our contract proposal for 2019. Attached is our standard draft contract for your review. This Contract proposal reflects our standard rates for services. These are uniform across the board and are based on the pricing and terms our largest cities have agreed to. This will represent our best offer.

First, it should be noted that our name is changed from **Dover Kennel Animal and Impound Services to North Metro Animal Care and Control (NMACC).**

To summarize, we are offering the following rates which are guaranteed through 2019:

City Fees **(payable only for unclaimed animals)**

Daily Boarding	$ 15.00/Day
Emergency Veterinary Care (If needed) **Capped at first $300**	$ 300.00/Occurrence[1]
Routine Care (If needed)	Discounted Rates

Owner Fees **(Most Animals are Claimed within 24 hours).**

Facility Impound Fee (Covers first 24 hours)	$40.00
Daily Boarding (after 24 hours)	$25.00/Day
Pickup Fee (during regular business hours)	$20.00
(after regular business hours)	$35.00
After hours release fee	$50.00
Veterinary Care	Reimbursed at Actual Cost

There may be added fees if services are required to comply with City licensing regulations

Our regular public hours are: **Monday –Friday 8:00AM-6:00PM**
Saturday 8:00AM – 12Noon
We are closed on Sundays and all legal holidays.
We are available to the Police Department 24/7

Mark Anderson
Director,
North Metro Animal Care and Control
763-269-1102 Direct

cc: Mayor Feldman,
Council Members: Kevin Robinson
Joe Muehlbauer
Robert Bauer
Joe Kohlman
Sarah Udvig
Cheif of Police Todd Schwieger
City Clerk Barb Held

1 - Emergency Vet Care is a rarity. Most Animals can be seen in a routine basis by our contracted Vet for much less, $300 should cover our walk in to the Emergency Clinic, a diagnosis, and some stabilizing treatment. In the meantime, we attempt to identify and contact an owner to assume responsibility for their animal. If an owner is not found immediately and care exceeds the cap, we will arrange funding of any excess amount either through fundraising, community services grant, or a Rescue organization. If the animal cannot be saved, it will be euthanized.

NORTH METRO ANIMAL CARE AND CONTROL

ANIMAL CONTROL AND SHELTER FACILITY AGREEMENT

THIS AGREEMENT, made this 1st day of January 2019 by and between North Metro Animal Care and Control at 16422 Hanson Boulevard NW, Andover, MN 55304 hereinafter referred to as "Contractor", and the City of St. Francis, MN. hereinafter referred to as "City"

WITNESSETH, that Contractor and City, for the consideration stated herein, mutually agree as follows:

1. **STATEMENT OF WORK.** Contractor shall furnish all labor, equipment, and services necessary to function as the designated animal control officer and impound facility for the City, as set forth below, in an efficient and workmanlike manner and in accordance with this Agreement. Contractor shall comply with all federal, state and local laws and ordinances in performing the duties as specified herein.

2. **TERM.** This Agreement shall commence on the 1st day of January, 2019 and continue through December 31, 2019, unless otherwise terminated as provided herein.

3. **CONTACTOR'S DUTIES.** Contractor shall, upon request of the members of the Police Department or the City Clerk's office, take all reasonable and necessary steps to catch and take into custody, transport and hold in impound, any dog determined to be in violation of any City Ordinance or Minnesota State Statute.

   All such animals taken and impounded the by Contractor shall be treated humanely. The Contractor agrees to comply with all state and local laws regarding waiting periods.

   The Contractor shall be responsible for the advertisement and publication of notice for all animals received by Contractor.

4. **THE CONTRACT PRICE.**

   (A) When animals are unclaimed, the City shall pay the Contractor for services rendered under this agreement as follows:

   1. Boarding Fees - $15.00 per calendar day, per animal.
   2. Veterinary Expenses – **Expenses for emergency services** will be reimbursed to a maximum of $300/per occurance,provided receipt for services is included with the Contractor's invoice. **Non-emergency Veterinary care** must be for a reasonable purpose and be approved in advance by the City. Receipt for services must accompany the Contractor's invoice. The City shall receive the benefit of the Contractor's discounted rate given by Andover Animal Hospital. 50% off Office Visits and 20% Off Services
   3. The City will not be charged a monthly retainer, an administrative fee or any pickup fee.

(B) When animals are claimed by their owner, the owner shall pay all fees prior to the release of the animal. Fees for owners are as follows:

1. Minimum Fee - $40.00 per animal within the first 24 hours.
2. Boarding Fees - $25.00 per calendar day, per animal after first 24 hours.
3. After Hours Release Fees – Regular Business Hours are M-F 8:00AM - 6:00 PM Sat, 8-Noon, Closed Sundays and Legal Holidays. However, if an owner insists on picking up outside of regular business hours (8AM –6PM on a Sunday or Holiday), an after-hours release surcharge of $50.00 will be applied.
4. Veterinary Expenses – Expenses for all Veterinary care must be reimbursed by the owner prior to the release of their animal. This includes the cost of Rabies Vaccination and transport charges if animal is held to comply with City Licensing Regulations.

4. BILLS TO CITY FOR SERVICES. Contractor shall submit bills for services and monthly reports no later than the 10th day of the following month. The City shall be pay the City within thirty (30) days of receipt.

5. INDEPENDENT CONTRACTOR. In rendering services hereunder, Contractor shall be an Independent Contractor and no employer/employee relationship shall arise out of or result from rendering such services to City. Contractor and its employees will acquire no rights to tenure, workers compensation benefits, re-employment compensation benefits, medical and hospital benefits, sick and vacation leave, severance pay, pension benefits or other rights or benefits offered to employees of the City, its department or agencies. All persons employed by Contractor shall be the sole and exclusive employees of Contractor and shall be paid by Contractor. In connection with the employment of said employees during the term of this Agreement, Contractor shall accept full and exclusive liability for all applicable social security, unemployment, workers' compensation, or other employment taxes or contributions of insurance, and all employee benefits, and shall comply with all federal and state laws and regulations relating to employment generally, minimum wages, social security, unemployment insurance, and workers' compensation. Certificates evidencing compliance with the foregoing shall be submitted to the City as reasonably requested by the City. Contractor shall indemnify, defend, and hold harmless the City, its council members, officers, agents, servants, and employees from all liability, loss, costs, and expenses, including reasonable attorney's fees, which may be imposed in connection with employees of Contractor.

6. REPRESENTATION. The Contractor represents that he/she employs employees who are properly trained to perform the services contemplated in this Agreement, and if required by the State, are certified by the State of Minnesota.

7. LICENSES AND PERMITS. Contractor shall, at its own expense, procure all necessary licenses and permits required to fulfill its obligations under this Agreement.

8. THIRD PARTY BENEFICIARIES. This Agreement is for the sole and exclusive benefit of the Parties hereto and their respective successors and assigns, and no third parties are intended to or shall have any rights hereunder.

9. ASSIGNMENTS; SUBCONTRACTS. The duties and obligations of Contractor contained in this Agreement may not be delegated, assigned, or subcontracted out to another party either directly or indirectly without the prior written consent of the City, which consent may be withheld in the City's sole discretion. No such delegation or subcontract, if approved by the City, shall relieve Contractor of its obligations hereunder.

11. INSURANCE. Contractor shall, at its own expense, procure insurance to include, but not be limited to, liability insurance covering bodily injury, death and property damages, worker's compensation, and commercial general liability, in a form and amount acceptable to City, and by a company admitted and licensed to issue said policies in the State of Minnesota. Such insurance shall be in full force and effect on the date of execution of this Agreement and shall remain continuously in full force and effect for the duration of this Agreement, and shall be evidenced by a Certificate(s) of Insurance provided to City.

12. IDEMNIFICATION. Contractor agrees to defend, indemnify and hold harmless the City, along with its officers and employees, from any liabilities, claims, damages, costs, judgments, and expenses, including attorney's fees, resulting directly or indirectly from any act or omission of Contractor, its employees or its agents, in the performance of the services provided by this Agreement or by reason of the failure of Contractor to fully perform, in any respect, any of its obligations under this Agreement. Further, City shall not be liable for any loss suffered by Contractor due to personal injury or because of damage to, or destruction of, any property, or any loss of profits or other consequential damages or any inconveniences.

13. NOTICES AND COMMUNICATIONS: All notices and communications provided for in this Agreement shall be in writing and shall be personally delivered or sent by a reputable private commercial courier service or sent by United States registered or certified mail, postage pre-paid, return receipt requested, to the Parties at the address set forth in the opening paragraph of this Agreement. Notice shall be deemed effective upon receipt when delivered personally, or upon mailing.

14. TERMINATION. The City may terminate this Agreement at any time upon thirty (30) days prior written notice to Contractor. In the event of a breach or non-performance of this Agreement by Contractor, City may terminate this Agreement immediately upon written notice to Contractor.

15. FORMALITIES. Any change to or modification of this Agreement must be in writing signed by both Parties. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one in the same instrument. The captions for each section of this Agreement are intended for convenience only and shall not be deemed to construe or limit in any manner this Agreement. This Agreement is separate and independent of any other document, agreement, or understanding of the Parties. This Agreement constitutes the entire agreement of the Parties with respect to the matters addressed herein.

16. SEVERABILITY: If any one or more of the provisions of this Agreement, or any application thereof, shall be found to be invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the validity, legality, and enforceability of the remaining provisions or any application thereof shall not in any way be effected or impaired thereby.

17. APPLICABLE LAW: This Agreement is governed by and is to be interpreted pursuant to the laws of the State of Minnesota. City and Contractor each hereby consent to the personal jurisdiction of the District Court of Anoka County, Minnesota, in any action, suit, or proceeding arising under this Agreement and agree that any such action, suit, or proceeding shall be venued in such court and agree to waive any objection based on forum non convenience to the bringing of any action in such court.

MINNESOTA DATA PRACTICES ACT NOTICE:

(a) If a government entity enters into a contract with a private person to perform any of its functions, all of the data created, collected, received, stored, used, maintained, or disseminated by the private person in performing those functions is subject to the requirements of this chapter and the private person must comply with those requirements as if it were a government entity. All contracts entered into by a government entity must include a notice that the requirements of this subdivision apply to the contract. Failure to include the notice in the contract does not invalidate the application of this subdivision. The remedies in section 13.08 apply to the private person under this subdivision.

(b) This subdivision does not create a duty on the part of the private person to provide access to public data to the public if the public data are available from the government entity, except as required by the terms of the contract. *Ref Minnesota State Statutes 13.05 subd. 11*

(c) Any data shared with the Contractor as a result of the Contractor's work shall maintain the original classification given by the City.

IN WITNESS THEREOF, the parties have executed this Agreement on the day and year appearing opposite their signatures below.

CONTRACTOR

Date:_____ By: _____
Its: _____

CITY OF ST FRANCIS

Date:_____ By: _____

Attested by:

Date:_____ _____
City Clerk

DRAFT

Contractor Certification of facts:

Please list any and all fees you charge residents:

Amount	Description
$40.00	Impound Fee (covers first 24 hours of custody)
$25.00	Daily Boarding (After 24 hours)
$20.00	Pickup Fee (during regular business hours)
$30.00	Pickup Fee (after hours, Sundays and legal holidays
$50.00	After hours release fee (if owner insists on picking up animal outside of regular business hours
Vet Care – Any Vet Services provided*	Reimburse at actual cost

**Additional fees may be added if services are required to comply with licensing requirements.*

IE: Rabies Vaccinations, transport to clinic, etc.

Please list payment methods accepted by your business:

Payment methods below:
Cash, Check,
Community Service Grant, Fee Waiver Program, Payment Plan*
**For qualified low income, elderly, families and individuals.*

Please list your hours of operations:

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
CLOSED	8am-6pm	8am-6pm	8am-6pm	8am-6pm	8am-6pm	8am-Noon

Please provide your typical response time: Available to respond to calls 24/7. Response time is 20 to 25 Minutes.

I certify that the information above is accurate to the best of my knowledge.

Signed by: _____

(owner/agent)

City of St. Francis

City Council
AGENDA REPORT
Agenda Item #
9 A

TO: Joe Kohlmann, City Administrator

FROM: Kate Thunstrom, Community Development Director

SUBJECT: DEED Application and Resolution – Redevelopment Grant Program

DATE: 01/22/2019

OVERVIEW

City staff have 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 purposes of structure demolition and redevelopment of the site. This process is still moving forward through legal descriptions and title work clarifications.

The City Council awarded this project $225,000 as a transfer from the Bottle Shop on November 6, 2017. With this commitment, we have the ability to meet a match requirement for a redevelopment grant.

Upon review of the DEED Redevelopment Grant, staff feel that the city may have an opportunity to utilize this program for costs associated with acquisition, demolition and infrastructure. The grant would allow the city to include the costs associated with the necessary infrastructure improvement.

To submit the grant application, a Resolution is required. Staff will submit the application with a Resolution from Council and the EDA (approval pending meeting on 1/23/19) showing the commitment of both parties and the collaboration of the two authorities towards the redevelopment goals.

Application is due February 1, 2019.

ACTION TO BE CONSIDERED:

Adopt Resolution 2019-02 a resolution for application submission and commitment of local match for a redevelopment grant application to the Minnesota Department of Employment and Economic Development

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

RESOLUTION 2019-02

RESOLUTION FOR APPLICATION SUMMISSION AND COMMITMENT OF LOCAL MATCH FOR A REDEVELOPMENT GRANT APPLICATION TO THE MINNESOTA DEPARTMENT OF EMPLOYMENT AND ECONOMIC DEVELOPMENT

WHEREAS, the City of St. Francis and the City of St. Francis Economic Development Authority are working jointly to meet development and redevelopment goals; and

WHEREAS, the development and redevelopment goals are in motion following the concepts and ideas as set forth in the St. Francis Forward (re)development Plan and the Comprehensive Plan; and

WHEREAS, the City of St. Francis is reviewing opportunities for redevelopment of properties and is applying to the Minnesota Department of Employment and Economic Development, Redevelopment Grant opportunity; and

WHEREAS, the City of St. Francis is open to contributing TIF and local resources to the redevelopment properties in support of public benefits including but not limited to, job creation and housing opportunities; and

BE IT RESOLVED that the City of St. Francis act as the legal sponsor for project(s) contained in the Redevelopment Grant Program to be submitted on January 31, 2019, and that Kate Thunstrom, Community Development Director is hereby authorized to apply to the Department of Employment and Economic Development for funding of this project on behalf of the City of St. Francis.

BE IT FURTHER RESOLVED that the City of St. Francis has the legal authority to apply for financial assistance, and the institutional, managerial, and financial capability to ensure adequate project administration.

BE IT FURTHER RESOLVED that the sources and amounts of the local match identified in the application ARE COMMITTED to the project identified.

BE IT FURTHER RESOLVED that if the project identified in the application fails to substantially provide the public benefits listed in the application within five years from the date of the grant award, City of St. Francis may be required to repay 100 percent of the awarded grant per Minn. Stat. § 116J.575 Subd. 4;

BE IT FURTHER RESOLVED that The City of St. Francis has not violated any Federal, State or local laws pertaining to fraud, bribery, graft, kickbacks, collusion, conflict of interest or other unlawful or corrupt practice.

BE IT FURTHER RESOLVED that upon approval of its application by the state, The City of St. Francis may enter into an agreement with the State of Minnesota for the above referenced project(s), and that the City of St. Francis certifies that it will comply with all applicable laws and regulation as stated in all contract agreements.

NOW, THEREFORE BE IT RESOLVED that Kate Thunstrom, Community Development Director/EDA Executive Director is hereby authorized to execute such agreements as are necessary to implement the project(s) on behalf of the applicant.

I CERTIFY THAT THE ABOVE RESOLUTION WAS ADOPTED BY THE CITY COUNCIL OF ST. FRANCIS ON JANUARY 22, 2019.

SIGNED: Steven D. Feldman
Authorized Official: Mayor
Authorized Official's signature: _____

WITNESSED:
Witness' signature: _____
Title: City Clerk
Date:_____

City of St. Francis

CITY COUNCIL AGENDA REPORT
Agenda Item #:
9B

TO: Mayor & City Council
FROM: Joe Kohlmann, City Administrator
SUBJECT: **Worksession Scheduling**
DATE: January 22nd, 2019

OVERVIEW:

Staff is looking to schedule two Worksessions with the City Council:

1) January 28th, 29th, or 30th (pending Pearl Architectures availability) to discuss the City Building report.
2) March 11th – New League Training services provided by the League.

Recommended Motion:
Motion to schedule worksessions.

City of St. Francis

CITY COUNCIL AGENDA REPORT
Agenda Item #:
9C

TO: Mayor & City Council
FROM: Joe Kohlmann, City Administrator
SUBJECT: **Audio Equipment**
DATE: January 22nd, 2019

OVERVIEW:

Councilmember Muehlbauer and I have been working to find a way to improve the City's audio quality at City Council Meetings. We have done extensive research and spoken with several vendors on the subject. Due to the complexity of needing about a dozen microphones, remote operation, and a route into a livestream broadcast – there aren't many proven systems for these capabilities that we could find (most setups for meetings would be hardwired into the building).

However, we were able to find some equipment that may work. A few audio vendors told us the attached equipment should, in theory, work for what we are trying to do. The down side, is that the microphone packages that are attached are backordered most places and only a few online vendors have them in stock. In addition, once the City were to open the equipment and if we were to return in to the vendor, there would be a **$500** restocking fee. There are still some steps the City can take to try and minimize the risk of determining if it will not work. However, the City will not know unless we try it out.

Attached equipment and pricing:

1) Nady True Diversity 1000 Channel Professional UHF Wireless System – 4 standard handheld mics and 4 lapel mics (8 mics total) **$1,299**
2) Nady Octo Receiver Wireless Handheld Microphone System – 8 lapel mics. **$1,299**
3) iRig Pro Duo – connection from the audio receivers to an iPad **$250**

Total Investment - **$2,848**
*shipping appears to be free and it could get to the City by the middle of February

Action to be considered:
Review and discuss. Authorize Staff to order the equipment.

Hi! Sign in or register Daily Deals Gift Cards Help & Contact Sell My eBay

ebay Shop by category Search for anything All Categories Search

eBay Musical Instruments & Gear Pro Audio Equipment Microphones & Wireless Systems Share

Nady 8W-1KU-HT-LT-US True Diversity 1000-Channel Professional UHF Wireless Syste

$1,299.00

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Buy It Now

Add to cart

Watch

Sold by
audioride (2563)
99.7% Positive feedback
Contact seller

Similar Items

Nady W-1KU-GT-US True Diversity 1000-
$239.99
Free shipping

Nady 2W-1KU-HT-US Dual True
$379.99
Free shipping

Nady 4W-1KU HT Quad True Diversity
$679.99
Free shipping

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eBay Musical Instruments & Gear Pro Audio Equipment Microphones & Wireless Systems Share

Nady 8W-1KU-LT-US UHF Octo Receiver Wireless Handheld Microphone System

$1,299.99

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Buy It Now

Add to cart

Watch

Sold by
audioride (2563)
99.7% Positive feedback
Contact seller

Similar Items

Nady 8W-1KU-HT-LT-US True Diversity
$1,299.00
Free shipping

UHF Dual Frequency Wireless Handheld
$29.26
Free shipping

Nady 8W-1KU HT Octo True Diversity
$1,299.99
Last one Free shipping

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Product Description:
iRig Pro Duo Studio Suite is one of the smallest full-featured dual-channel interfaces on the market. Its elegantly designed lightweight thermoplastic housing is designed to take the rigors of life on the road, session after session. iRig Pro Duo Studio Suite is designed to be the perfect size — fit easily into the palm of you hand and can fit in a...
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IK MULTIMEDIA

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Price:
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Available for Pick Up: 3-5 business days

Location: Maple Grove, MN
View More Stores For Availability

Overview

iRig Pro Duo Studio Suite is one of the smallest full-featured dual-channel interfaces on the market. Its elegantly designed lightweight thermoplastic housing is designed to take the rigors of life on the road, session after session. iRig Pro Duo Studio Suite is designed to be the perfect size — fit easily into the palm of you hand and can fit in any backpack, gig bag or even your pocket.

Dual-Channel Recording

But don't take iRig Pro Duo Studio Suite's size for granted. This is one seriously powerful and connectible interface. It features two channels with XLR/TRS combo audio jacks and phantom power that can accommodate everything from high-end phantom powered condenser microphones to guitars, basses, keyboards and more. Each channel has it's own input gain control so you can dial in the perfect amount of input signal for your recording.

Studio Sound

Each of iRig Pro Duo Studio Suite's two channels passes through an ultra-low noise high-headroom pro-quality preamp that then runs through a 24-bit AD-DA converter, giving you amazing clarity and pristine studio-quality sound.

MIDI Machine

Community Development

Annual Report

2018

City of St. Francis

Respectfully Submitted by:

Kate Thunstrom

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City of St. Francis

23340 Cree Street NW
St. Francis, Minnesota 55070
763-753-2630
FAX 763-753-9881

January 22, 2019

Mayor and City Council:

The core functions of Community Development include Building Code and Inspections, Planning and Zoning, Economic Development, Communications, Code Enforcement, Rental and Vacant Housing programs. Although these functions are related they each have a separate responsibility for the City as a whole. The department had several changes over the last year beginning with a change in the Building Official, a new City Planner and the addition of a Community Development Assistant. These positions all work closely together to keep St. Francis competitive and successful in its development needs. The Community Development Department continues to promote and grow economic and housing development through building, marketing and community engagement.

Work continues on the redevelopment plan to encourage activity and growth that aligns with the city goals and vision. This plan will continue to guide the City towards organized development.

I am pleased to provide this report to you about the activities performed in the Community Development Department in 2018.

Regards,

Kate Thunstrom

Economic Development

The department continues to work with projects, new concepts and for the successful commercial growth. Here is an update on the status of the following projects:

- **Kwik Trip** –. The city should see a new store during the 2019 calendar year, staff has been in discussion with Kwik Trip regarding sign and underground storage permits.

- **Meridian Behavioral Health**– a CUP was approved for this project in June 2018. They have not submitted building plans.

- **Senior Living Project** – PUD approved for 229th Avenue Site. Mosaic presented to Council in December as an introduction of their future plans to develop. This project requested a PUD extension for the time required to obtain the architectural plans necessary to begin the project. TIF and development agreements will be addressed in 2019

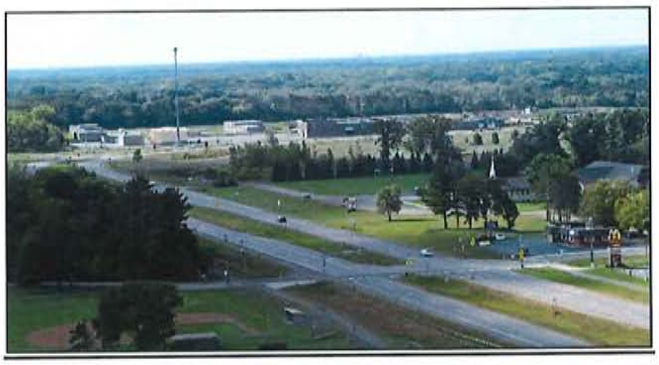
- **4201 STF Blvd** – the City has been in discussions with the buyer in regards to future plans for the site. It is possible the site will not be developed as originally planned. Alternative options are being discussed

- **3518 Bridge Street** – property remains under a letter of intent (LOI) with Roers Development until March 5, 2019 for senior housing project. If the LOI does not move forward, staff will pursue options as outlined in the St. Francis Forward plan and approved by Council at a April 2018 work session. At that time staff introduced the potential for a restaurant and/or destination type development.

- **Downtown Redevelopment** –
    - Demolition of the structures at 3757 and 3765 Bridge Street are completed. Access is being reviewed. A site specific marketing report has been completed and staff is pursuing a retail use with developers.
    - Staff continues to work with owners and their legal counsel for the 3731 Bridge Street property in regards to the acquisition and demolition. Pre-demolition report has been completed.

St. Francis Forward:

- **Complete** – integrated St. Francis Forward plan in 2040 Comprehensive Plan
- **Complete** – Property acquisition and demolition of 3757 and 3765 Bridge Street
- *Progress – temporary stoplight on Hwy 47 as community engagement and designs are reviewed*
- *Progress - Design standards for Bridge St. corridor*
- *Progress – Housing Infill on Bridge Street, purchase in progress on 3731 Bridge Street*
- *Progress – Riverfront Destination, site specific development assessment ordered, marketing efforts*
- *Progress – marketing tools and city incentives with collaboration of Countywide initiative and direct contact and information for developers*



Economic Development Initiative:

- Anoka County, Connexus Energy, Metro North Chamber and several cities participating together to improve economic development as a region.
- Benefits to all cities involved
  - Exposure to developers and site selectors
  - Unified brand for our region that will be recognizable
  - Accessible source of data and resources
  - Economic benefit to all communities in the form of either employment, households, rooftops, retail designations and tax base
  - Alignment of cities to work cohesively with Anoka County, Greater MSP, State of Minnesota, DEED.
- Actions Completed
  - Anoka County hired a dedicated staff person that will be overseen by City governing committee
  - A business perception survey was launched and provides direction for the committee to work with businesses
  - A logo, tagline and marketing standards were created.
  - Initiative was launched in October to local developers and realtors highlighting key parcels in each city ready for development
  - November, City agreed to participate by approving the MOU and Cost sharing agreement

Housing Development

Housing inventory continues to grow and change in St. Francis. St Francis had roughly 200 closed sales in 2018. Homes in St. Francis were listed on the market an average of 46 days before a sales committment. The median sales prices in St. Francis has climbed 12% over the past year and is currently at $234,950. Staff will continue to encourage new housing development while supporting programs and assistance to maintaining existing properties. Currently, Anoka County maintains rehabilitation programs in which residents are eligible to participate in.

- **Rivers Edge Development** – preliminary plat for Phase 2 was viewed by Planning Commission and is currently on hold for final plat. Project is working closely with the City and the DNR variance. Phase 1 has four homes under various stages of conduction. *Total housing gain of 30 units.*

- **Turtle Ponds 3rd Addition** – In October the project proposed a concept plan to create lots for detached townhomes in an expansion of the Turtle Ponds 3rd addition. Owner has two lots remaining in this area and is working towards the development of both parcels. Owner received Planning Commission and Council feedback to prepare for the preliminary plan process. *Total housing gain of 8 units*

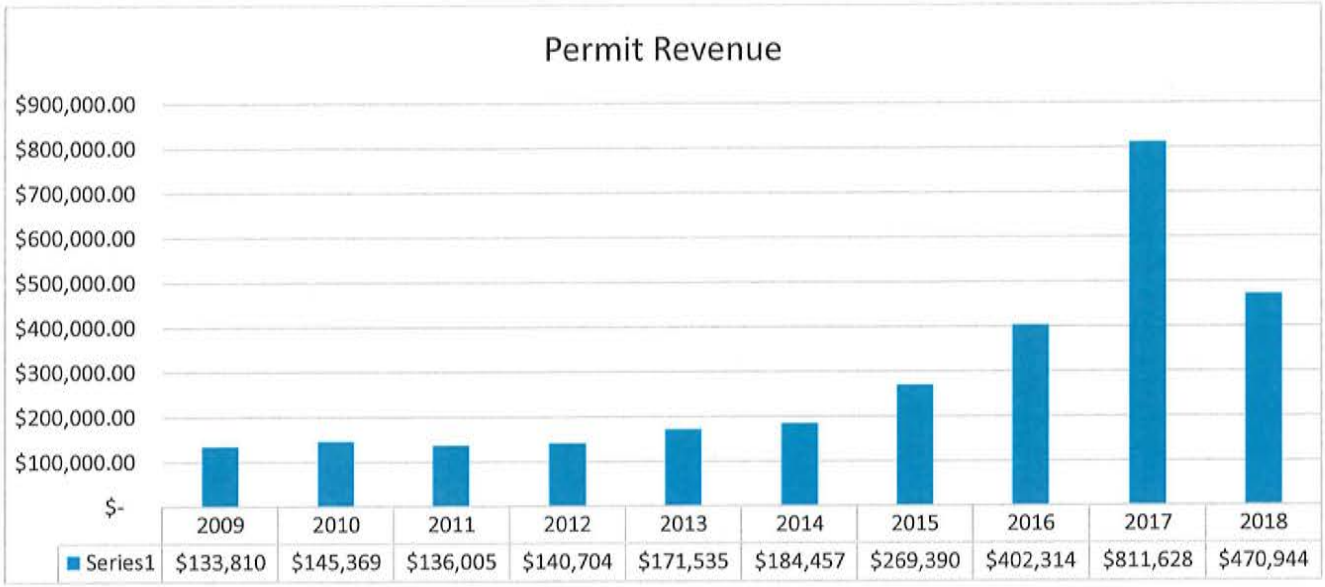
- **Meadows Townhomes** – Four units were constructed during the Performance Agreement period with the EDA. Those units are in the process of foreclosure. At the same time, the legal action to recapture the lots is nearing completion. The City legal team is preparing the motion to be reviewed by the Judge. Once recaptured staff will work with a list of potential developers to continue the building of the townhome units.

- **Woodhaven Expansion** – CUP was approved for the expansion and the Administrative Subdivision. Site infrastructure and roads were installed in 2018 with many of the garages being built. Eight units have been permitted as of the end of the year with goals in install additional units in the spring. *Total housing gain of 55 units*.

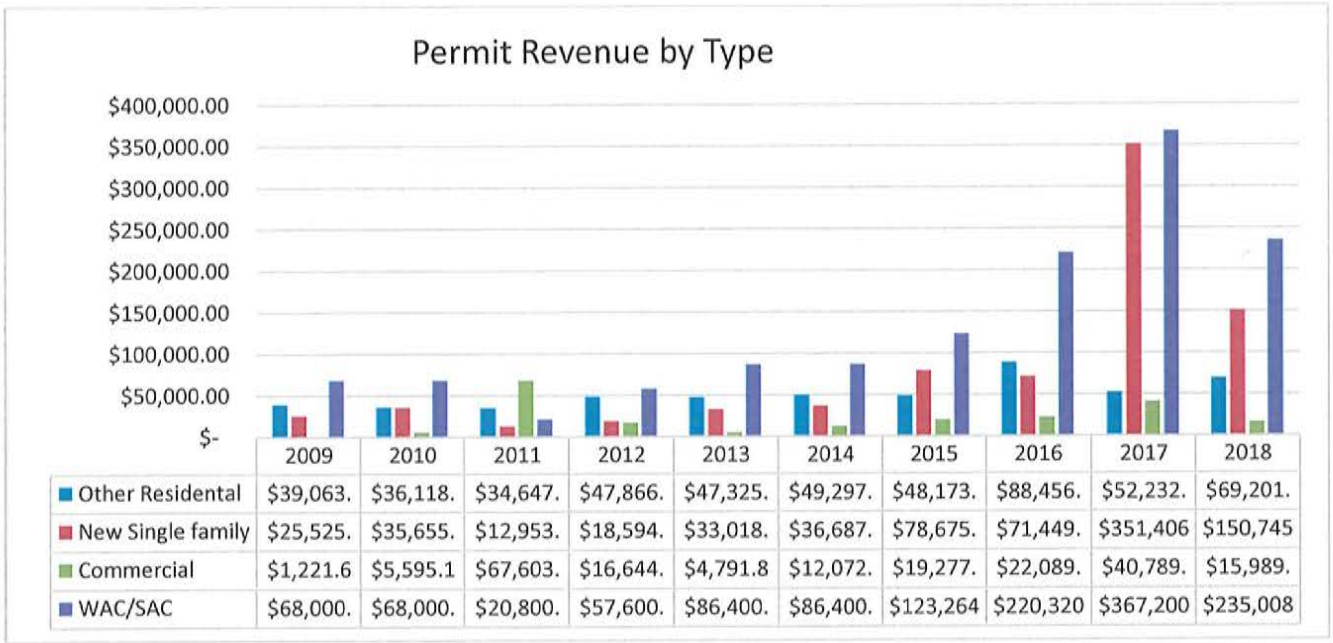
Photo courtesy of Mike Starr

Building Department

Building permit revenue continues to rise with the increased growth in new housing, zoning permits for items such as driveways and fences and commercial remodeling. Building and zoning fees are set through the fee structure. Fees are collected to support the water and sewer connections, site plan review, engineering review, zoning review and building inspection needs. Here is a look at where permit revenues are and have been.

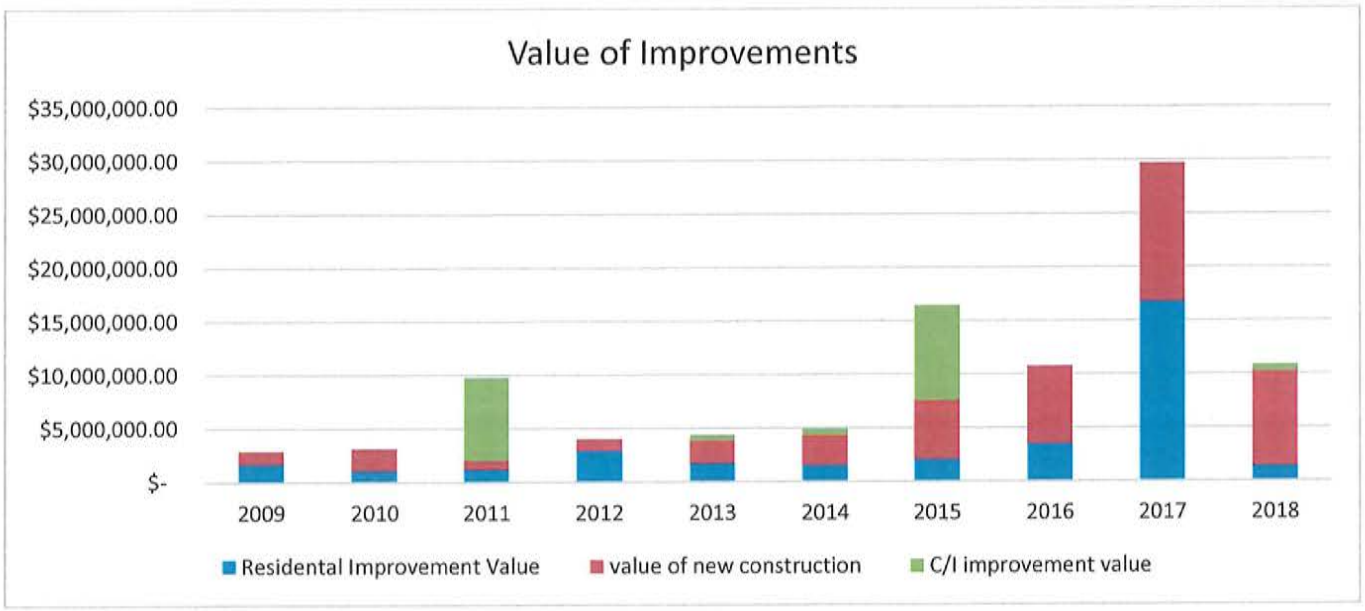


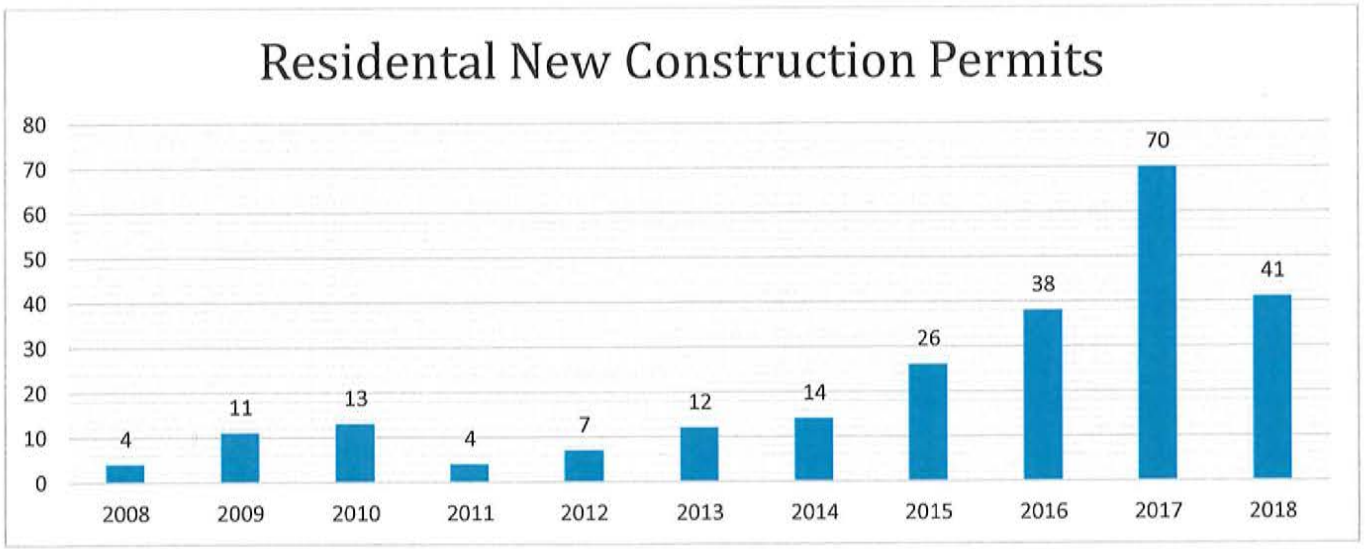
	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018
Series1	$133,810	$145,369	$136,005	$140,704	$171,535	$184,457	$269,390	$402,314	$811,628	$470,944



	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018
Other Residental	$39,063.	$36,118.	$34,647.	$47,866.	$47,325.	$49,297.	$48,173.	$88,456.	$52,232.	$69,201.
New Single family	$25,525.	$35,655.	$12,953.	$18,594.	$33,018.	$36,687.	$78,675.	$71,449.	$351,406	$150,745
Commercial	$1,221.6	$5,595.1	$67,603.	$16,644.	$4,791.8	$12,072.	$19,277.	$22,089.	$40,789.	$15,989.
WAC/SAC	$68,000.	$68,000.	$20,800.	$57,600.	$86,400.	$86,400.	$123,264	$220,320	$367,200	$235,008

Each permit brings a value to the community through improvement. New construction is the most visible value added as you see the new unit or opportunity. When a home owner or commercial business remodels it supports the sustainability and ongoing value of that structure. Home owners continue to invest in improvements keeping our existing housing stock in marketable conditions.





Does not include Manufactured Homes

Code Enforcement

Enforcement in an ongoing function of staff. The City of St. Francis works on a complaint basis.

Most frequent complaints reported to the City continue to be related to junk, debris and vehicle issues. Unresolved cases include issues related to the nuisance properties and vehicles.

In 2018 Council requested two work sessions to discuss Code Enforcement. Through those conversations topics were discussed about code officer, changing of policies, technical assistance and codes. Staff will continue to create educational pieces about being a good neighbor and ways to clean up your property. Additionally minor changes in code are being looked at to support the citys goals and resident concerns.

Properties under legal advisement:

- 22xxx Rum River Blvd, nuisance property –property was inspected under Administrative Search warrant to obtain an opinion from Structural Engineer. BGS will be looking for Council direction to move forward on the future of this property.
- 23xxx Ambassador Blvd- staff worked with the legal team to abate the property and the extensive amount of junk and refuse within the yard.

Code Updates

Each year codes and ordinances are brought to staff from Council looking for updates, revisions or changes due to land use or trends, resident concerns and project proposals. Codes comingle within the City and should be addressed carefully as they affect the City as a whole and are not made to benefit or discriminate against a certain project or person. In 2018 the following codes were updated:

- **Amended regulations on Solar Systems.** The City had adopted solar codes in 2016 with an understanding that additional work was needed. In a collaborative effort with solar groups a code, process and permitting plan was identified and created.

- **A moratorium was placed on storage facilities.** Three various property owners had sought assistance from the city on potential mini/self-storage units. In reviewing code it was determined that these types of developments were not addressed within any of the zoning codes clearly. With that a moratorium was requested so that staff could review the process and placement of mini/self-storage development, the location in which would best support them and the type of permitting necessary to meet the city's needs.

Other Administrative Activities:

- **DNR Variance Application** – The City is working through development questions in regards to the property along the river identified in zoning as a scenic river district. The requirements of this district were put in place in 1977 and directly affect development and the city comprehensive plan. In a collaborative effort with the city development review committee an application to submit a variance was processed and will be handled in 2019.
- **Conditional Use (CUP) and Interim Use (IUP) Permits** - Staff reviewed all CUP/IUP files to identify purpose and type. As these permits were out of date on compliance, staff contacted properties to identify if permits were still being utilized. Work on the CUP/IUP permits continue including discussions with properties, compliance inspections and updates.
- **Septic System**– On November 28th the city septic ordinances and policies were reviewed by the MN Pollution Control Agency. At that time they reviewed our existing code, application process and inspection process. From this review they identified items within our code and process that require adjustments. Staff is waiting for documents from MPCA to assist in these changes and items will be addressed in the coming year.
- **Rental Housing Licensing** – Properties continue to be entered into PermitWorks to create a smooth licensing program. It has allowed staff to clean up the list and verify which properties were still under a rental status. Overall the City has 135 registered rental properties.
- **Vacant Property Registration** – with an improved market, the number of vacant properties has declined to 15 being tracked by the City. The deterioration of a property has a community impact and many of those start with a vacant status. .
- **PermitWorks**- 2017 was the first full year utilizing this program for building records. During 2018 staff worked to create business and code enforcement modules to continue efficiency in the administration of programs and services.
- **2040 Comprehensive Plan** – staff requested a submission extension until May 2019. The plan was reviewed by the Planning Commission and Council in June. In July, the plan was released to the surrounding jurisdictions for comment through January. As the comments are received, they are reviewed for updates and corrections on the plan. 2019 will bring the final steps of the 2040 plan and submission to Metropolitan Council.
- **Marketing**- the City participated in two events in October. First was a County wide event that offered brokers and developers an opportunity to hear about development specific to Anoka County. Second, was the City shared a booth with East Bethel at the Minnesota Commercial Association of Realtors event in Minneapolis. This connected the City to various brokers and developers and enabled us to have the conversations about the market, what may work and land available in the City.
- **Minnesota GreenStep** – the City received an award in August for taking the first step in the GreenStep Cities program. This is an initiative in which the City works on best practices toward energy improvement. One improvement made was though the update and change of the city Solar Ordinances. With these changes property owners now have more flexibility to utilize solar energy and an easier approach to the installation and permitting.
- **Design Standards** – Council approved a proposal to create design standards, the next step in our redevelopment efforts, in July. This original agreement was with Sambatek and quickly cut short. Staff worked with HKGi to begin this process and lead the City through the steps necessary to create the standards. Staff will be moving pieces forward in 2019.

City of St. Francis

Water and Sewer Monthly Report – December 2018

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

TO Mayor & Council

JOB Water and Sewer Monthly Report

WATER AND SEWER	TASK	DESCRIPTION	QUANTITY	UNITS
Water	Inspect Facility Daily	Facility Inspection	19	Inspections
Water	Operational Hours	Hours spent at facility.	44	Hours
Water	Calculate Influent and Effluent	Calculate gallons pumped for both influent and effluent.	Daily	Calculations
Water	Calculate Chemicals	Calculate treatment chemicals used daily.	Daily	Calculations
Water	Chemical Adjustment	Adjust chemicals based on lab testing results.	As Needed	Chemical Adjustments
Water	Daily Labs	Perform lab on chlorine, fluoride, orthophosphate, iron and manganese.	66	Labs
Water	Well House	Inspect daily, take readings, drawdowns, and pump runtimes.	Daily	Inspections
Water	Bacteria Samples	Take set of monthly bacteria samples.	5	Samples Per Set
Water	**Water Treatment Report**			
		Total Raw Water	13.4	Million Gallons
		Total Finished Water	12.7	Million Gallons
		Oak Grove Water Use	.933	Million Gallons
		Average Daily Flow	.409	Million Gallons
		Average Chlorine	.52	Mg/l
		Average Raw Iron	1.01	Mg/l
		Average Raw Manganese	.095	Mg/l
		Average Fluoride	.76	Mg/l
		Iron Removal	**99**	%
		Manganese Removal	**75**	%
Wastewater	**Wastewater Treatment Report**			

WATER AND SEWER	TASK	DESCRIPTION	QUANTITY	UNITS
Wastewater	Monthly Sampling	Perform required monthly sampling: 8 Influent 22 Constituents); 8 Effluent (27 Constituents:	49	Constituents
Wastewater	Operational Hours	Hours spent at facility.	152	Hours
Wastewater	Inspect Operations Building	Daily inspection of building.	19	Inspections
Wastewater	Inspect Pre-treatment Building	Daily inspection of building.	19	Inspections
Wastewater	Inspect Tertiary Building	Daily inspection of building.	19	Inspections
Wastewater	D.O Readings	Take Required D.O Readings.	30	D.O Readings
Wastewater	pH Readings	Take Required pH Readings.	30	pH Readings
Wastewater	Inspections	Inspect 8 lift stations daily and calculate pump runtimes.	152	Lift Station Inspections
Wastewater	Daily Lab	Process Control Test	88	Tests
	Wastewater Flows/Results			
		Discharge Point	Seelye Brook	
		Total Influent	10.1	Million Gallons
		Total Effluent	10.1	Million Gallons
		Reuse effluent	.315	Million Gallons
		Influent TSS	482	Mg/l
	Limit: (30 mg/l)	Effluent TSS	.1	Mg/l
	Limit: (85 %)	**TSS % Removal**	**100**	**% Removal**
		Influent CBOD	258	Mg/l
	Limit: (15 mg/l)	Effluent CBOD	0	Mg/l
	Limit: (85 %)	**CBOD % Removal**	**100**	**% Removal**
		Influent Phosphorus	4.9	Mg/l
	Limit: (1 mg/l)	Effluent Phosphorus	0	Mg/l
		Phosphorus % Removal	**100**	**% Removal**
		Influent Ammonia Nitrogen	28.3	Mg/l
	Limit: (Seasonal) 5.5 mg/l	Effluent Ammonia Nitrogen	.3	Mg/l
		Ammonia Nitrogen % Removal	**100**	**% Removal**
Water/ Sewer	**Monthly Tasks**			
Water/Sewer	Locates	Process Locate Requests	39	Utility Locate Requests
Water/Sewer	Meter Readings	Monthly Meter Readings for City Owned and Large Users	52	Monthly Readings

WATER AND SEWER	TASK	DESCRIPTION	QUANTITY	UNITS
Water/Sewer	Water/Sewer Connections	Inspect Water and Sewer	1	Inspections
Water/Sewer	Water Miscellaneous	Work Orders: Re-reads, High	20	Work Orders
Water/Sewer	**Monthly Projects**			
WWTP	Rapid Mixer	Changed Oil and Greased Mixer	1	Mixer
WWTP	UV System Maintenance	Start to Drain and clean channel bulbs, sleeves and banks. Inspect connections.	Ongoing	Ongoing
WWTP	pH Probe Installation	Addition of pH probe and controller for effluent channel.	1	Probe and Controller
WWTP	HVAC Maintenance	Change filters on Makeup air units and fresh air intakes.	10	MAU's
WWTP	Complete Biosolids and Chloride Reports	Both reports are due to the MPCA December 31st, each year.	2	Reports
Water	Filter Inspections	Inspect each of the four filters for media loss.	4	Filters
Water	SUSA	Credit hours for water license.	8	Hours
Lift Station	Dellwood Lift Station	Clean Floats	1	Lift Station
Lift Station	Turtle Run Lift Station	Wash down grease, clean transducer and floats.	1	Lift Station
Lift Station	Deer Creek Lift Station	Wash down grease, clean transducer and floats.	1	Lift Station
Lift Station	*No plugging of pumps due to rags this month. ☺			

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

City of St. Francis

Streets and Parks Monthly Report – December 2018

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

TO Mayor & Council

JOB Streets and Parks Monthly Report

STREETS AND PARKS	TASK	DESCRIPTION	QUANTITY	
All Dept.	Building Maintenance	Light bulbs, toilets, sinks, etc.	20	Hours
Streets	Snowplowing	Plowing City Streets	137.6	Miles
Streets	Snowplowing	Plowing Cul-Da-Sacs	124	Cul-Da-Sacs
Streets	Snowplowing	Amount of Salt Applied to Roads	67	Tons
Streets/Parks	Snowplowing	Plowing Parking Lots	21	Number of Lots
Parks	Snowplowing	Trails/Sidewalks	75.84	Miles
Streets	Snowplowing	Amount of Granite Chips Applied to Roads	8	Tons
Streets	Grading	Grading City Roads	0	Miles
Parks	Park Inspections	Inspect equipment, buildings, and trees.	70	Inspections
Parks	Events	Preparation and Inspection	0	Misc.
Parks	Fertilizing		0	Acres
Parks	Mowing	City Parks and Property	0	Acres
Streets	Signs	Signs Installed or Repaired	11	Number of Signs
Streets/Parks	Callouts	Response for service requests outside normal working hours.	1 3	Sewer Streets
Streets/Parks Sewer/Water	Equipment Repair	Anything Beyond Normal Maintenance, Fabrication, etc.	10	Hours
Streets/Parks Sewer/Water	Equipment Maintenance	Greasing, Washing, etc.	55	Hours
Storm Water	Cleaning Catch Basins	Remove debris and ice from catch basins.	10	Number of Catch Basins
Storm Water	Street Sweeping	Sweeping of city streets and parking lots.	0	Yards
Streets/Storm Water	Shoulder Disking	Shoulder disking gravel roads, pulling gravel back on road.	0	Tons
Parks	Ball Fields	Dragging Ball Fields	0	Times
Parks	Trail Mowing	Mowing Along Walking Trails	0	Miles
Parks	Fountain	Clean Fountain at Woodbury Park	0	Time
Streets	Ditch Mowing	Mowing Along Roadway	0	Miles
Parks	Ice Rinks	Applying Water On Rinks	67,000	Gallons
Parks	Vandalism	Damage to City Property	0	Hours

Parks	Playground	Install Woodchips	0	Yards
Parks	Leaf Pick-up	Picking Up Leaves in Parks	0	Yards
Recycling	Meeting	With Anoka County	1	Meeting

City of St. Francis

Water and Sewer Year End Report – 2018

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

TO Mayor & Council

JOB Water and Sewer Monthly Report

Water	Task		Quantity	Units
Water	Inspect Facility Daily	Facility Inspection	234	Inspections
Water	Operational Hours	Hours spent at facility.	585	Hours
Water	Calculate Influent and Effluent	Calculate gallons pumped for both influent and effluent.	Daily	Calculation
Water	Calculate Chemicals	Calculate treatment chemicals used daily.	Daily	Calculations
Water	Chemical Adjustment	Adjust chemicals based on lab testing results.	As Needed	Chemical Adjustments
Water	Daily Labs	Perform lab on chlorine, fluoride, orthophosphate, iron and manganese.	792	Labs
Water	Well House	Inspect daily, take readings, drawdowns, and pump runtimes.	Daily	Inspections
Water	Bacteria Samples	Take set of monthly bacteria samples.	60	Samples Per Set
Water	**Water Treatment Report**			
		Total Raw water	191.12	Million Gallons
		Total Finished water	185.24	Million Gallons
		Oak Grove water use	23.35	Million Gallons
		Average Daily Flow	.507	Million Gallons
		Average Chlorine	.51	Mg/l
		Average Raw Iron	1.1	Mg/l
		Average Raw Manganese	.083	Mg/l
		Average Fluoride	.72	Mg/l
		Iron Removal	**99**	%
		Manganese Removal	**78**	%
	***Water treatment aids used to treat drinking water.**	Fluoride - Used to assist with dental hygiene.	**333**	**Gallons**
		Orthophosphate - Used as a Corrosion inhibitor.	**327**	**Gallons**
		Sodium Permanganate -	**3821**	**Gallons**

		Used to Remove Radium.		
		Chlorine- Used for disinfection.	**1574**	**LBS.**
Wastewater	**Wastewater Treatment Report**			
Wastewater	Monthly Sampling	Perform required monthly sampling: 8 Influent (268 Constituents); 8 Effluent (452 Constituents): Monitoring wells (75 Constituents).	795	Constituents
Wastewater	Operational Hours	Hours spent at facility.	1732	Hours
Wastewater	Inspect Operations Building	Daily inspection of building.	234	Inspections
Wastewater	Inspect Pre-treatment Building	Daily inspection of building.	234	Inspections
Wastewater	Inspect Tertiary Building	Daily inspection of building.	234	Inspections
Wastewater	D.O Readings	Take Required D.O Readings.	365	D.O Readings
Wastewater	pH Readings	Take Required pH Readings.	234	pH Readings
Wastewater	Inspections	Inspect 8 lift stations daily and calculate pump runtimes.	1872	Lift Station Inspections
Wastewater	Daily Lab	Process Control Test	1056	Tests
	Wastewater Flows/Results			
		Discharge Point	Seelye Brook	
		Total Influent	115.73	Million Gallons
		Total Effluent	115.08	Million Gallons
		Reuse Effluent	2.5	Million Gallons
		Influent TSS	323	Mg/l
	Limit: (30 mg/l)	Effluent TSS	1.9	Mg/l
	Limit: (85 %)	**TSS % Removal**	**99.4**	**% Removal**
		Influent CBOD	247	Mg/l
	Limit: (15 mg/l)	Effluent CBOD	0	Mg/l
	Limit: (85 %)	**CBOD % Removal**	**100**	**% Removal**
		Influent Phosphorus	5.1	Mg/l
	Limit: (1 mg/l)	Effluent Phosphorus	0	Mg/l
		Phosphorus % Removal	**100**	**% Removal**
		Influent Ammonia Nitrogen	29.5	Mg/l
	Limit: (Seasonal) 8.2 mg/l-1.4 mg/l	Effluent Ammonia Nitrogen	.12	Mg/l
		Ammonia Nitrogen % Removal	**99.5**	**% Removal**
	***Wastewater treatment aid, used to treat wastewater.**	**Ferric chloride-used to assist with phosphorus removal.**	**12,345**	**Gallons**
	Biosolids Processing	Gallon Removed	**.675**	Million Gallons

		Total Dry tons that were landfilled.	**46.2**	Dry Tons
Water/Sewer	**Monthly Tasks**			
Water/Sewer	Locates Request	Process Locate Requests	788	Utility Locate
Water/Sewer	Meter Readings	Monthly Meter Readings for City Owned and Large Users	624	Monthly Readings
Water/Sewer	Water/Sewer Connections	Inspect Water and Sewer	23	Inspections
Water/Sewer	Water Miscellaneous	Work Orders: Re-reads, High	343	Work Orders
Water/Sewer	**2018 Projects**			
WWTP	WWTP	UV Channel Drain/Clean	Wash down and clean channel and inspect UV bulbs.	120 Bulbs/1 Channel
WWTP	Install Hose Reels	Hang Up 4 Hose Reels	4	Hose Reels
WWTP	Chlorine Room Maintenance -Project.	Install new carrier pipe, install chlorine lines and new manifold pipe.	500 ft. of Tubing	
WWTP	Arc Flash Study	This study is facility wide, determining electric safety needs.	1	Study
WWTP	Organization	Organize racking and shelving.	1	Week
WWTP	WWTP Aeration Motor Repair	Faulty Bearings- Warranty	6	Blowers
WWTP	Generator Recall	Bus Bar Recall- Repaired	1	Generator
WWTP	HVAC Filters	Replace Dirty Filters	60	Filters
WWTP	Grease RAS/Intermediate Pumps	Preventative Maint.	6	Motors/Pumps
WWTP	Yearly Fine Screens Maintenance	Oil Change, Grease two fine screen units.	2	Fine Screens
WWTP	Clarifier Maintenance	Change Oil, Grease	2	Clarifier
WWTP	Internships	Two- interns get hands on training for two weeks at WWTP.	2	Internships
WWTP	Aeration Filters	Change filters with new Scissor lift.	16	Filters
WWTP	WWTP Facility Tour	Osceola IA, Toured UV System	4	Hours
WWTP	WWTP Facility Tour	City of Staples came and toured facility.	3	Hours
WWTP	WWTP Facility Tour-Oak Grove Council	City council members toured facility.	5	Hours
WWTP	WWTP Facility Tour-Met Council	Tour of WWTP	5	Hours

WWTP	Exhaust Vent Repair	Punch list item: Vent was removed that is not in use.	1	Vent
WWTP	Flow Meter Calibration	Flow test required by Minnesota Pollution Control agency twice a year.	8	Meters
WWTP	Replace Surge Protector	Electrical protection device for UV system.	1	Surge Protector
WWTP	SCADA Training	SCADA Training Refresher	3	Hours
WWTP	Paint Old Influent Building Doors	Old doors were green, repainted to match new doors.	3	Doors
WWTP	Clean Chlorine Regulators	Clean tubes that regulate chlorine feed and replace O-rings.	4	Regulators/Tubes
WWTP	Reuse and backwash supply pump maintenance.	Grease both; check oil on backwash supply.	4	Pumps
WWTP	Staff Attended a Two Day Training Session	Required Training for Wastewater Certification Hours	2	Days
WWTP	Load Bank Test Generator	Test used to find Deficiencies at 100% load. None reported	2	Hours
WWTP	UV Lamp Inserts	Change all 120 lamp inserts for the UV system. This was a warranty item.	120	Inserts
WWTP	As-builds Meeting	Go Over Final As-builds	4	Hours
WWTP	Clean Clarifier #1	Drain and clean out solids that have accumulated.	1	Clarifier
WWTP	pH Probe Installation	Addition of pH probe and controller for effluent channel.	1	Probe and Controller
WWTP	WWTP reports- Biosolids, Chloride, Reuse and Spray irrigation reports completed.	All reports are due to the MPCA December 31st, and January 21st each year.	4	Reports
WWTP	WWTP Facility Tour	City of Staples came and toured facility.	3	Hours
WWTP	UV Tour	Osceola IA, Toured UV System	4	Hours
WWTP	Adding Safety Grating/Walkways	Install additional grating for safe removal of pumps.	2	Walkways
WWTP	Sidewalk Widening	Widening of the sidewalks for efficient snow removal.	2767	Square Feet
WWTP/PW	Additional Paving	Additional paving because of storm pond removal.	870	Tons
WWTP/WTP	4th Grade Tours	Students Get to Tour Facilities	4	Classes
WWTP/WTP	SCBA Face Fit and Exam	New Employee SCBA Face Fit/Exam for Chlorine Safety	2	Hours
WTP	Minnesota Department of Health Inspection	Sanitary inspection of water system. - Passed	5	Hours

WTP	Detention Tank Cleaning	Clean Iron Sediment Out	1	Tank
WTP	Replace Failed Air Compressor Parts WTP	Warn Out Parts	1	Air Compressor
WTP	Reclaim Tank Cleaning	Yearly Tank Maintenance to Wash Out Iron Sediment	3	Tanks
WTP	Reclaim Pumps	Change Oil, Inspect	3	Pumps
WTP	Load Bank Test Generator	Test used to find Deficiencies At 100% load.	2	Hours
WTP	Student Internship	Hands-on Training for Student	1	Week
WTP	Filter Inspections	Inspect each of the four filters for media loss.	4	Filters
Water Distribution	District 3 Inspections - Gate Valves	Inspect all water main gate valves for operation.	168	Gate Valves
Water Distribution	Water Leak-3853 232nd Ave	Water leak discovered under meter room floor. - Repaired	6	Hours
Water Distribution	Flow Calibration of Flow Meters	Required Annual Testing of Flow Meters	13	Meters
Water Distribution	Hydrant Maintenance	Grease Hydrants	390	Hydrants
Water Distribution	Hydrant Repair	2 Hydrants were damaged over the winter. – Both Repaired.	2	Hydrants
Water Distribution	Hydrant Flushing	Clean Out Any Sediment from Water Mains	2	Days
Water Distribution	Paint Hydrants	Hydrants that have faded in color.	50	Hydrants
Well House	Install New Natural Gas Generator	New generator installed for emergency power for wells.	1	Generator
Water	Water Meter Re-reads	Reread meters that were not read by OPUS.	132	Meters
Ambassador Lift Station	Pull Pumps	Plugged Pumps Due to Rags	2	Pumps Plugged
Ambassador Lift Station	VAC Truck Cleaning	Vacuum-Out Debris and Grease	2	VAC Truck Cleanings
Ambassador Lift Station Generator Test	Load Bank Test Generator	Test used to find Deficiencies at 100% load. None reported.	2	Hours
Ambassador Lift Station	Gas Line Valve Repair	A gas line valve for our Ambassador lift generator was leaking- repaired	1	Gas Valve
Dellwood Lift Station	Clean Lift Station	Grease Control for Proper Float/Transducer Operation	1	Cleanings
Turtle Run Lift Station	Pulled Pumps	Plugged Pumps Due to Rags	10	Pumps Plugged
Turtle Run Lift Station	Clean Lift Station	Washout Grease Mat	6	Wash Outs
River Shores Lift Station	Pulled Pumps	Plugged Pumps Due to Rags	15	Pumps
River Shores Lift Station	Clean Lift Station	Grease Control for Proper Float/Transducer Operation	2	Cleanings
Deer Creek Lift Station	Replace Pumps	Replaced two pumps due to water intrusion.	2	Pumps

Deer Creek Lift Station	Pulled Pumps	Plugged Pumps Due to Rags	5	Pumps Plugged
Deer Creek Lift Station	Clean Lift Station	Grease Control for Proper Float/Transducer Operation	5	Cleanings
Deer Creek Lift Station	Install New Volute/Rail Guide	Old Volute Worn Out That Encloses Impeller	1	Volute
Royal Oaks Lift Station	Pulled Pumps	Pumps Plugged Due to Rags	5	Pumps Plugged
Royal Oaks Lift Station	Clean Lift Station	Grease Control for Proper Float/Transducer Operation	4	Cleanings
Rivers Edge Lift Station	Pulled Pumps	Plugged Pumps Due to Rags	2	Pumps Plugged
Rivers Edge Lift Station	Vacuum-Out Debris/Grease	Vacuum-out debris and grease pumped from other lift stations.	2	VAC Truck Cleanings
Rivers Edge Generator Test	Load Bank Test Generator	Test used to find deficiencies at 100% load. None reported.	1	Hours
DL-6 Lift Station	Clean Lift Station	Grease Control for Proper Float/Transducer Operation	3	Cleanings
DL-6 Lift Station	Pulled Pumps	Plugged Pumps Due to Rags	3	Pumps Plugged
All Lift Station	*Each time a pump is pulled it is equivalent to two man hours.		96	Man Hours
All Lift Stations	Annual Lift Station Maintenance	Change Oil, Inspect	16	Pumps
Collection System	Annual Jetting	Clean 26,000 ft. of sewer main, and televise 1,500 ft. of sewer main.	1	Week
Collection System	District 3 Inspections-Manholes	Inspect manholes for abnormalities and I & I.	199	Manholes
Collection System	Sanitary Main Repair	During routine televising, a failure was discovered. The hole has been repaired.	8	Hours
Water/Sewer	Terminate water and sewer to 3765 Bridge St.	Building to be Demolished	2	Services
Water/Sewer	Terminate water and sewer to 3757 Bridge St.	Building to be Demolished	2	Services
Water/Sewer	Terminate water and sewer to 23358 St. Francis Blvd.	Building to be Demolished	2	Services
City Buildings	HVAC Service Contract	Three year Preventative Maintenance Contract	63	HVAC Units
City Buildings	Bi-annual HVAC Maintenance	Preventative Maintenance	126	HVAC Units
Liquor Store	Furnace and AC Replacement	CEP- Replace Aging Systems	4	HVAC Units
Warming House	Furnace and AC Replacement	CEP- Replace Aging Systems	2	HVAC Units
PW Generator Test	Load Bank Test Generator	Test used to find Deficiencies at 100% load.	2	Hours

Fire Station Generator Test	Load Bank Test Generator	Test used to find Deficiencies at 100% load.	2	Hours

City of St. Francis

Streets and Parks Year End Report – 2018

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

TO Mayor & Council

JOB Streets and Parks Monthly Report

STREETS AND PARKS	TASK	DESCRIPTION	QUANTITY	
All Dept.	Building Maintenance	Light bulbs, toilets, sinks, etc.	275	Hours
Streets	Snowplowing	Plowing City Streets	965.9	Miles
Streets	Snowplowing	Plowing Cul-Da-Sacs	956	Cul-Da-Sacs
Streets	Snowplowing	Amount of Salt Applied to Roads	441.2	Tons
Streets/Parks	Snowplowing	Plowing Parking Lots	129	Number of Lots
Parks	Snowplowing	Trails/Sidewalks	452.1	Miles
Streets	Snowplowing	Amount of Granite Chips Applied to Roads	44.2	Tons
Streets	Grading	Grading City Roads	198.6	Miles
Parks	Park Inspections	Inspect equipment, buildings, and trees.	1124	Inspections
Parks	Events	Preparation and Inspection	143	21 Misc. 65 Baseball 57 Warming House
Parks	Fertilizing		33.8	Acres
Parks	Mowing	City Parks and Property	1045.2	Acres
Streets	Signs	Signs Installed or Repaired	46	Number of Signs
Streets/Parks	Callouts	Response for service requests outside normal working hours.	46	11 Sewer 19 Streets 11 Parks 5 recycle
Streets/Parks Sewer/Water	Equipment Repair	Anything Beyond Normal Maintenance, Fabrication, etc.	153	Hours
Streets/Parks Sewer/Water	Equipment Maintenance	Greasing, Washing, etc.	478	Hours
Storm Water	Cleaning Catch Basins	Remove debris and ice from catch basins.	274	Number of Catch Basins
Storm Water	Street Sweeping	Sweeping of city streets and parking lots.	228	Yards
Streets/Storm Water	Shoulder Disking	Shoulder disking gravel roads, pulling gravel back on road.	0	Tons
Parks	Ball Fields	Dragging Ball Fields	108	Times
Parks	Trail Mowing	Mowing Along Walking Trails	247.5	Miles
Parks	Fountain	Clean Fountain at Woodbury Park	18	Time
Streets	Ditch Mowing	Mowing Along Roadway	462.8	Miles
Parks	Ice Rinks	Applying Water On Rinks	98,000	Gallons

Parks	Vandalism	Damage to City Property	31	Hours
Parks	Playground	Install Woodchips	100	Yards
Parks	Leaf Pick-up	Picking Up Leaves in Parks	55	Yards
Recycling	Meeting	With Anoka County	12	Meeting
Recycling	Event	Spring Recycle Day, LePage Recycling Events & Free Shred Event/Leaf Events	6	Events

CITY OF ST FRANCIS

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December 2018 to January 2019

		Check Amt	Invoice	Comment
10100 CASH				
Paid Chk# 000247E	12/31/2018 **ACME TOOLS**			
E 101-43100-237	Small Equipment	$192.29		SNOWBLOWER
E 101-45200-237	Small Equipment	$192.29		SNOWBLOWER
	Total ACME TOOLS	$384.58		
Paid Chk# 000247E	12/31/2018 **AMAZON.COM**			
E 101-42210-217	Other Operating Supplies	$59.30		CHAINS FOR SAWS
E 101-42210-217	Other Operating Supplies	$64.36		EAR PROTECTION AND MOUNT
E 101-42210-217	Other Operating Supplies	$22.92		MEDICAL REPORTING SHEETS
E 101-43100-218	Equipment Repair & Maintenance	$65.32		SUPPLIES
	Total AMAZON.COM	$211.90		
Paid Chk# 000247E	12/31/2018 **BATTERIES PLUS #033**			
E 101-43100-441	Miscellaneous	$6.40		BATTERY
	Total BATTERIES PLUS #033	$6.40		
Paid Chk# 000247E	12/31/2018 **BOLT DEPOT**			
E 602-49490-228	Equipment Maintenance	$115.93		BOLTS
	Total BOLT DEPOT	$115.93		
Paid Chk# 000247E	12/31/2018 **CASEY S GENERAL STORE**			
E 101-42210-217	Other Operating Supplies	$34.25		FOOD FOR FIRE
E 101-42110-212	Motor Fuels	$1,602.41		FUEL
E 101-42210-212	Motor Fuels	$36.24		FUEL
E 101-42400-212	Motor Fuels	$29.32		FUEL
E 101-43100-212	Motor Fuels	$455.57		FUEL
E 101-45200-212	Motor Fuels	$125.00		FUEL
E 601-49440-212	Motor Fuels	$172.50		FUEL
E 602-49490-212	Motor Fuels	$125.00		FUEL
	Total CASEY S GENERAL STORE	$2,580.29		
Paid Chk# 000247E	12/31/2018 **CDW GOVERNMENT, INC.**			
E 101-42110-237	Small Equipment	$321.94		SUPPLIES
	Total CDW GOVERNMENT, INC.	$321.94		
Paid Chk# 000247E	12/31/2018 **CLIPPINGMAGIC.COM**			
E 101-43100-433	Dues and Subscriptions	$3.99		SUBSCRIPTION
	Total CLIPPINGMAGIC.COM	$3.99		
Paid Chk# 000247E	12/31/2018 **COMPLIANCE SIGNS**			
E 601-49440-233	Water Treatment Plant Maint	$28.39		SIGNS
	Total COMPLIANCE SIGNS	$28.39		
Paid Chk# 000247E	12/31/2018 **COUNTY MARKET - CITY ACCOUNT**			
E 101-45200-441	Miscellaneous	$5.55		BATTERY
E 101-41410-441	Miscellaneous	$122.33		ELECTIONS
E 101-42110-212	Motor Fuels	$760.43		FUEL
E 101-43100-212	Motor Fuels	$113.48		FUEL
E 101-45200-212	Motor Fuels	$633.29		FUEL
E 601-49440-212	Motor Fuels	$277.89		FUEL
E 101-42110-308	Community Education	$18.19		CANDY FOR HALLOWEEN
	Total COUNTY MARKET - CITY ACCOUNT	$1,931.16		
Paid Chk# 000247E	12/31/2018 **DOLLAR GENERAL**			
E 101-42110-308	Community Education	$19.23		HALLOWEEN CANDY

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		Check Amt	Invoice	Comment
	Total DOLLAR GENERAL	$19.23		
Paid Chk# 000247E	12/31/2018 **GLOBAL INDUSTRIAL**			
E 101-43100-217	Other Operating Supplies	$113.22		RACK
E 101-43210-213	Vehicle Oper Supplies	$113.22		RACK
E 101-45200-217	Other Operating Supplies	$113.21		RACK
	Total GLOBAL INDUSTRIAL	$339.65		
Paid Chk# 000247E	12/31/2018 **HOME DEPOT**			
E 101-45200-217	Other Operating Supplies	$42.84		BAGS
E 101-43100-407	Gravel Repair & Maint	$134.82		BOLT CUTTERS
E 101-45200-441	Miscellaneous	$33.87		SPRAY PAINT
E 101-42210-217	Other Operating Supplies	$105.81		TOOL SET
E 101-42210-217	Other Operating Supplies	$11.88		WATER
	Total HOME DEPOT	$329.22		
Paid Chk# 000247E	12/31/2018 **HOTSTICK USA, INC**			
E 101-42210-217	Other Operating Supplies	$301.50		ELECTRIC WAND DETECTOR
	Total HOTSTICK USA, INC	$301.50		
Paid Chk# 000247E	12/31/2018 **IACP**			
E 101-42110-433	Dues and Subscriptions	$190.00		MEMBERSHIP
	Total IACP	$190.00		
Paid Chk# 000247E	12/31/2018 **KOALA KARE**			
E 101-43100-441	Miscellaneous	$80.50		MISCELLANEOUS
	Total KOALA KARE	$80.50		
Paid Chk# 000247E	12/31/2018 **MENARDS**			
E 101-43100-217	Other Operating Supplies	$145.63		SUPPLIES
E 101-45200-217	Other Operating Supplies	$145.62		SUPPLIES
	Total MENARDS	$291.25		
Paid Chk# 000247E	12/31/2018 **MN BOOKSTORE**			
E 101-42400-200	Office Supplies	$95.34		BOOK
	Total MN BOOKSTORE	$95.34		
Paid Chk# 000247E	12/31/2018 **OREILLY AUTO PARTS**			
E 101-43100-218	Equipment Repair & Maintenance	$41.67		BLADES
	Total OREILLY AUTO PARTS	$41.67		
Paid Chk# 000247E	12/31/2018 **PAYPAL**			
E 101-42110-237	Small Equipment	$20.95		LIGHT KIT
	Total PAYPAL	$20.95		
Paid Chk# 000247E	12/31/2018 **POPP TELECOM**			
E 101-42210-321	Telephone	$268.74		TELEPHONE
E 101-45200-321	Telephone	$2.33		TELEPHONE
E 609-49750-321	Telephone	$50.18		TELEPHONE
	Total POPP TELECOM	$321.25		
Paid Chk# 000247E	12/31/2018 **SAMS CLUB**			
E 609-49751-254	Miscellaneous Merchandise	$406.45		MISCELLANEOUS
E 609-49750-210	Operating Supplies	$43.43		OPERATING
	Total SAMS CLUB	$449.88		
Paid Chk# 000247E	12/31/2018 **STAMPS.COM**			

CITY OF ST FRANCIS

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			Check Amt	Invoice	Comment
E 101-41400-322	Postage		$117.99		POSTAGE
E 101-42110-322	Postage		$15.99		POSTAGE
		Total STAMPS.COM	$133.98		
Paid Chk# 000247E	12/31/2018	**STEELS COM MEDICAL**			
E 101-42210-217	Other Operating Supplies		$121.83		BLOOD PRESSURE CUFF
		Total STEELS COM MEDICAL	$121.83		
Paid Chk# 000247E	12/31/2018	**SUBWAY**			
E 101-41410-441	Miscellaneous		$44.71		ELECTIONS
		Total SUBWAY	$44.71		
Paid Chk# 000247E	12/31/2018	**SUPER AMERICA**			
E 101-42210-212	Motor Fuels		$113.94		FUEL
E 101-42210-212	Motor Fuels		$44.26		FUEL
E 101-42400-212	Motor Fuels		$30.27		FUEL
		Total SUPER AMERICA	$188.47		
Paid Chk# 000247E	12/31/2018	**SWINGSETMALL.COM**			
E 101-45200-217	Other Operating Supplies		$84.95		PARTS
		Total SWINGSETMALL.COM	$84.95		
Paid Chk# 000247E	12/31/2018	**TREETOP PRODUCTS**			
E 101-43100-441	Miscellaneous		$2,198.03		MESSAGE BOARD
		Total TREETOP PRODUCTS	$2,198.03		
Paid Chk# 000248E	12/31/2018	**CAYAN**			
E 609-49751-207	Credit Card Expenditures		$2,767.71		LIQUOR CC FEE
E 609-49751-207	Credit Card Expenditures		$5.25		LIQUOR CC FEE
E 609-49751-207	Credit Card Expenditures		$39.90		LIQUOR CC FEE
E 609-49751-207	Credit Card Expenditures		$5.05		LIQUOR GIFT CARD
		Total CAYAN	$2,817.91		
Paid Chk# 000248E	12/31/2018	**FWT**			
G 101-21703	FICA Tax Withholding		$7,493.06		PAYROLL 12-13-2018
G 101-21709	Medicare		$2,670.16		PAYROLL 12-13-2018
G 101-21701	Federal Withholding		$8,781.13		PAYROLL 12-13-2018
G 101-21703	FICA Tax Withholding		$1,128.32		PAYROLL 12-18-2018
G 101-21709	Medicare		$356.72		PAYROLL 12-18-2018
G 101-21701	Federal Withholding		$125.71		PAYROLL 12-18-2018
G 101-21703	FICA Tax Withholding		$7,296.06		PAYROLL 12-27-2018
G 101-21709	Medicare		$2,606.36		PAYROLL 12-27-2018
G 101-21701	Federal Withholding		$8,547.36		PAYROLL 12-27-2018
E 101-42110-122	FICA & Medicare		$224.03		STD
		Total FWT	$39,228.91		
Paid Chk# 000248E	12/31/2018	**HSA CONTRIBUTION**			
G 101-21714	Health Care Savings		$594.50		PAYROLL 12-13-2018
G 101-21714	Health Care Savings		$594.50		PAYROLL 12-27-2018
		Total HSA CONTRIBUTION	$1,189.00		
Paid Chk# 000248E	12/31/2018	**ICMA**			
G 101-21710	Deferred Comp		$460.00		PAYROLL 12-13-2018
G 101-21710	Deferred Comp		$460.00		PAYROLL 12-27-2018
		Total ICMA	$920.00		
Paid Chk# 000248E	12/31/2018	**MASSACHUSETTS, STATE OF**			

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December 2018 to January 2019

		Check Amt	Invoice	Comment
G 101-21716	Other Deductions	$115.80		PAYROLL 12-18-2018
Total	**MASSACHUSETTS, STATE OF**	$115.80		
Paid Chk# 000248E	12/31/2018 **MN DEPT OF REVENUE**			
G 609-20810	Sales Tax Payable	$17,293.00		SALES TAX-NOVEMBER
G 601-20810	Sales Tax Payable	$359.00		SALES TAX-NOVEMBER
Total	**MN DEPT OF REVENUE**	$17,652.00		
Paid Chk# 000248E	12/31/2018 **MN STATE RETIREMENT SYSTEM**			
G 101-21714	Health Care Savings	$675.52		PAYROLL 12-13-2018
G 101-21714	Health Care Savings	$626.46		PAYROLL 12-27-2018
G 101-21715	Severance	$1,876.73		PAYROLL 12-27-2018
Total	**MN STATE RETIREMENT SYSTEM**	$3,178.71		
Paid Chk# 000248E	12/31/2018 **PAYMENT SERVICE NETWORK**			
E 601-49440-430	Bank Fees	$386.20		CC FEE
Total	**PAYMENT SERVICE NETWORK**	$386.20		
Paid Chk# 000248E	12/31/2018 **PERA**			
G 101-21704	PERA	$16,802.41		PAYROLL 12-13-2018
G 101-21704	PERA	$864.00		PAYROLL 12-18-2018
G 101-21704	PERA	$16,415.53		PAYROLL 12-27-2018
Total	**PERA**	$34,081.94		
Paid Chk# 000248E	12/31/2018 **STATE OF ARIZONA**			
G 101-21716	Other Deductions	$129.76		PAYROLL 12-18-2018
Total	**STATE OF ARIZONA**	$129.76		
Paid Chk# 000248E	12/31/2018 **SWT**			
G 101-21702	State Withholding	$3,991.92		PAYROLL 12-13-2018
G 101-21702	State Withholding	$83.38		PAYROLL 12-18-2018
G 101-21702	State Withholding	$3,939.62		PAYROLL 12-27-2018
Total	**SWT**	$8,014.92		
Paid Chk# 000248E	12/31/2018 **TASC**			
E 101-41400-311	Contract	$149.26		DECEMEBER FEES
Total	**TASC**	$149.26		
Paid Chk# 000248E	12/31/2018 **VILLAGE BANK**			
E 101-41500-430	Bank Fees	$28.86		DECEMBER FEES
E 601-49440-430	Bank Fees	$28.86		DECEMBER FEES
E 602-49490-430	Bank Fees	$28.86		DECEMBER FEES
E 609-49750-430	Bank Fees	$28.87		DECEMBER FEES
Total	**VILLAGE BANK**	$115.45		
Paid Chk# 000248E	12/31/2018 **VOYA**			
G 101-21710	Deferred Comp	$1,690.00		PAYROLL 12-13-2018
G 101-21710	Deferred Comp	$1,690.00		PAYROLL 12-27-2018
Total	**VOYA**	$3,380.00		
Paid Chk# 000250E	1/31/2019 **BOND TRUST SERVICES**			
G 602-23000	Bonds Payable - Current	$70,000.00		2010A BONDS
E 602-47000-611	Bond Interest	$18,228.13		2010A BONDS
G 601-23000	Bonds Payable - Current	$83,250.00		2013A BONDS
E 601-47000-611	Bond Interest	$7,041.38		2013A BONDS
G 602-23000	Bonds Payable - Current	$101,750.00		2013A BONDS
E 602-47000-611	Bond Interest	$8,606.12		2013A BONDS

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December 2018 to January 2019

		Check Amt	Invoice	Comment
E 311-47000-601	Debt Srv Bond Principal	$90,000.00		2013A BONDS
E 311-47000-611	Bond Interest	$7,450.00		2013A BONDS
G 602-23000	Bonds Payable - Current	$40,000.00		2015A BONDS
E 602-47000-611	Bond Interest	$8,230.00		2015A BONDS
E 327-47000-601	Debt Srv Bond Principal	$25,000.00		2015A BONDS
E 327-47000-610	Interest	$2,600.00		2015A BONDS
G 601-23000	Bonds Payable - Current	$9,948.19		2016A BONDS
E 601-47000-611	Bond Interest	$2,868.00		2016A BONDS
G 602-23000	Bonds Payable - Current	$70,051.81		2016A BONDS
E 602-47000-611	Bond Interest	$21,032.00		2016A BONDS
E 330-47000-601	Debt Srv Bond Principal	$275,000.00		2017A BONDS
E 330-47000-611	Bond Interest	$96,890.63		2017A BONDS
Total	**BOND TRUST SERVICES**	$937,946.26		
Paid Chk# 075351	1/14/2019	**MN BOARD OF PEACE OFFICER**		
E 101-42110-433	Dues and Subscriptions	$90.00		CHASE HEDGES LICENSE
Total	**MN BOARD OF PEACE OFFICER**	$90.00		
Paid Chk# 075352	1/23/2019	**AIRGAS NORTH CENTRAL**		
E 101-43100-217	Other Operating Supplies	$12.98	9958472408	RENTAL
E 101-43210-217	Other Operating Supplies	$12.98	9958472408	RENTAL
E 101-45200-217	Other Operating Supplies	$12.98	9958472408	RENTAL
E 601-49440-217	Other Operating Supplies	$12.98	9958472408	RENTAL
E 602-49490-217	Other Operating Supplies	$13.01	9958472408	RENTAL
Total	**AIRGAS NORTH CENTRAL**	$64.93		
Paid Chk# 075353	1/23/2019	**ALWAYS BRIGHT LIGHTS LTD**		
E 101-45200-311	Contract	$400.00	782	REMOVAL OF HOLIDAY BANNERS & DÉCOR
Total	**ALWAYS BRIGHT LIGHTS LTD**	$400.00		
Paid Chk# 075354	1/23/2019	**ANOKA COUNTY 4H PROGRAM**		
E 101-43210-441	Miscellaneous	$64.00	.1218	RECYCLING HOURS
Total	**ANOKA COUNTY 4H PROGRAM**	$64.00		
Paid Chk# 075355	1/23/2019	**ANOKA COUNTY CHIEF OF POLICE**		
E 101-42110-433	Dues and Subscriptions	$124.50	.010419	MEETINGS
E 101-42110-433	Dues and Subscriptions	$141.60	.0119	2019 DUES
Total	**ANOKA COUNTY CHIEF OF POLICE**	$266.10		
Paid Chk# 075356	1/23/2019	**ANOKA COUNTY TREASURY DEPT.**		
E 101-42110-321	Telephone	$37.50	B190103P	BROADBAND
E 101-42210-321	Telephone	$37.50	B190103P	BROADBAND
E 101-43100-321	Telephone	$37.50	B190103P	BROADBAND
E 101-45200-321	Telephone	$37.50	B190103P	BROADBAND
E 601-49440-321	Telephone	$37.50	B190103P	BROADBAND
E 602-49490-321	Telephone	$37.50	B190103P	BROADBAND
Total	**ANOKA COUNTY TREASURY DEPT.**	$225.00		
Paid Chk# 075357	1/23/2019	**AQUAFIX, INC**		
E 602-49490-216	Chemicals and Chem Products	$2,199.37	26567	AQUABAC XT
Total	**AQUAFIX, INC**	$2,199.37		
Paid Chk# 075358	1/23/2019	**ARTISAN BEER COMPANY**		
E 609-49751-252	Beer For Resale	$32.60	3317746	BEER
E 609-49751-252	Beer For Resale	$32.60	3319271	BEER
Total	**ARTISAN BEER COMPANY**	$65.20		

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Paid Chk# 075359	1/23/2019	**ASPEN MILLS**			
E 101-42110-448	Reserve Officers		$107.90	229663	HILL RESERVE
E 101-42110-448	Reserve Officers		$99.90	229985	PETERSON RES
E 101-42110-437	Uniform Allowance		$189.00	229986	BULERA-UNIFORMS
		Total ASPEN MILLS	$396.80		
Paid Chk# 075360	1/23/2019	**BELLBOY CORPORATION**			
E 609-49751-206	Freight and Fuel Charges		$83.70	0067944800	FREIGHT
E 609-49751-251	Liquor For Resale		$7,324.19	0067944800	LIQUOR
E 609-49750-210	Operating Supplies		$254.72	0098900000	OPERATING
E 609-49751-206	Freight and Fuel Charges		$5.19	0098900000	FREIGHT
		Total BELLBOY CORPORATION	$7,667.80		
Paid Chk# 075361	1/23/2019	**BERG, DAVID**			
G 601-22200	Deferred Revenues		$143.38	4099	REF ACCT #4099
		Total BERG, DAVID	$143.38		
Paid Chk# 075362	1/23/2019	**BERNICK COMPANIES, THE**			
E 609-49751-252	Beer For Resale		$151.70	473827	BEER
E 609-49751-254	Miscellaneous Merchandise		$34.00	475241	MISC
E 609-49751-252	Beer For Resale		$119.50	475242	BEER
		Total BERNICK COMPANIES, THE	$305.20		
Paid Chk# 075363	1/23/2019	**BGS (BARNA GUZY)**			
E 101-41600-304	Civil Legal Fees		$671.50	196759	WORKERS COMP
E 101-41600-312	Criminal Legal Fees		$5,000.00	196878	PROSECUTION
E 101-41600-304	Civil Legal Fees		$753.00	197114	PURCHASE 3721 BRIDGE
E 101-41600-304	Civil Legal Fees		$1,900.00	197134	MUNICIPAL
E 101-41600-304	Civil Legal Fees		$182.00	197135	GENERAL LABOR
E 101-41600-304	Civil Legal Fees		$14.00	197136	SMITH ADMIN HEARING
E 101-41600-304	Civil Legal Fees		$644.00	197137	MEADOWS
E 101-41600-304	Civil Legal Fees		$4,578.00	197138	MISCELLANEOUS
E 101-41600-304	Civil Legal Fees		$169.00	197301	MISC FORFEITURES
E 101-41600-304	Civil Legal Fees		$62.00	197302	THOLEN FORFEITURES
E 101-41600-304	Civil Legal Fees		$196.00	197303	GOUDGE FORFEITURE
		Total BGS (BARNA GUZY)	$14,169.50		
Paid Chk# 075364	1/23/2019	**BOND TRUST SERVICES**			
E 330-47000-620	Fiscal Agent s Fees		$475.00	47682	2017A BOND FEE
E 311-47000-620	Fiscal Agent s Fees		$475.00	47683	2013A BOND FEE
E 327-47000-620	Fiscal Agent s Fees		$475.00	47684	2015A BOND FEE
E 602-47000-620	Fiscal Agent s Fees		$475.00	47685	2016A BONDS FEE
		Total BOND TRUST SERVICES	$1,900.00		
Paid Chk# 075365	1/23/2019	**BREAKTHRU BEVERAGE**			
E 609-49751-206	Freight and Fuel Charges		$67.25	1080911270	FREIGHT
E 609-49751-251	Liquor For Resale		$2,705.06	1080911270	LIQUOR
E 609-49751-253	Wine For Resale		$604.65	1080911270	WINE
E 609-49751-206	Freight and Fuel Charges		$21.45	1080914471	FREIGHT
E 609-49751-251	Liquor For Resale		$886.80	1080914471	LIQUOR
E 609-49751-253	Wine For Resale		$43.33	1080914471	WINE
E 609-49751-254	Miscellaneous Merchandise		$107.04	1080914471	MISC
E 609-49751-255	N/A Products		$72.00	1080914471	N/A
E 609-49751-252	Beer For Resale		$246.00	1080914472	BEER
E 609-49751-206	Freight and Fuel Charges		$43.04	1080917607	FREIGHT
E 609-49751-251	Liquor For Resale		$914.60	1080917607	LIQUOR

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E 609-49751-253	Wine For Resale		$527.87	1080917607	WINE
E 609-49751-254	Miscellaneous Merchandise		$55.95	1080917607	MISC
E 609-49751-254	Miscellaneous Merchandise		($28.46)	2080220948	MISC
E 609-49751-251	Liquor For Resale		($715.00)	2080222252	LIQUOR
	Total	**BREAKTHRU BEVERAGE**	$5,551.58		
Paid Chk# 075366	1/23/2019	**BUREAU OF CRIM APPREHENSION**			
E 101-42110-433	Dues and Subscriptions		$270.00	521078	3RD QTR CJDN
	Total	**BUREAU OF CRIM APPREHENSION**	$270.00		
Paid Chk# 075367	1/23/2019	**BUSKEY, CRYSTAL**			
E 609-49750-200	Office Supplies		$61.54		REIMB PURCHASE & MILEAGE
	Total	**BUSKEY, CRYSTAL**	$61.54		
Paid Chk# 075368	1/23/2019	**CAPITOL BEVERAGE SALES, L.P**			
E 609-49751-252	Beer For Resale		$181.30	2210578	BEER
	Total	**CAPITOL BEVERAGE SALES, L.P**	$181.30		
Paid Chk# 075369	1/23/2019	**CENTERPOINT ENERGY**			
E 609-49750-383	Gas Utilities		$316.44	01190	LIQUOR
E 101-42210-383	Gas Utilities		$1,256.70	01190	FIRE
E 101-42210-383	Gas Utilities		$14.51	01190	FIRE GENERATOR
E 602-49490-383	Gas Utilities		$0.00	01190	WWTP
E 601-49440-383	Gas Utilities		$196.22	01190	PUBLIC WORKS (4020 ST FRANCIS)
E 602-49490-383	Gas Utilities		$196.22	01190	PUBLIC WORKS (4020 ST FRANCIS)
E 101-41940-383	Gas Utilities		$50.65	01190	CITY HALL #1
E 101-41940-383	Gas Utilities		$37.06	01190	CITY HALL #2
E 101-41940-383	Gas Utilities		$90.63	01190	CITY HALL #3
E 101-41940-383	Gas Utilities		$44.10	01190	CITY HALL #4
E 101-45200-383	Gas Utilities		$269.96	01190	WARMING HOUSE
E 602-49490-383	Gas Utilities		$16.29	01190	LIFT (23699 AMBASSADOR)
E 601-49440-383	Gas Utilities		$1,100.70	01190	WATER PLANT
E 601-49440-383	Gas Utilities		$21.52	01190	3911 233RD AVENUE
E 602-49490-383	Gas Utilities		$1,913.25	01190	WWTP
E 101-42110-383	Gas Utilities		$1,503.06	01190	POLICE/PW
E 101-43100-383	Gas Utilities		$375.76	01190	POLICE/PW
E 101-45200-383	Gas Utilities		$375.76	01190	POLICE/PW
E 601-49440-383	Gas Utilities		$375.76	01190	POLICE/PW
E 602-49490-383	Gas Utilities		$375.77	01190	POLICE/PW
	Total	**CENTERPOINT ENERGY**	$8,530.36		
Paid Chk# 075370	1/23/2019	**CENTURY LINK**			
E 602-49490-321	Telephone		$71.09	.0119	PHONE
E 601-49440-321	Telephone		$71.10	.0119	PHONE
	Total	**CENTURY LINK**	$142.19		
Paid Chk# 075371	1/23/2019	**CINTAS**			
E 601-49440-402	Janitorial Service		$23.04	4013386749	RUGS
E 602-49490-417	Uniform Clothing & PPE		$9.31	4014374945	UNIFORMS
E 609-49750-219	Rug Maintenance		$11.26	4014729829	RUGS
E 601-49440-402	Janitorial Service		$23.04	4014729842	RUGS
E 601-49440-402	Janitorial Service		$23.04	4014729842	RUGS
E 602-49490-417	Uniform Clothing & PPE		$9.31	4014729882	UNIFORMS
E 602-49490-417	Uniform Clothing & PPE		$9.31	4015087639	UNIFORMS
E 101-45200-402	Janitorial Service		$6.01	4015087657	RUGS & SUPPLIES
E 101-43100-402	Janitorial Service		$6.01	4015087657	RUGS & SUPPLIES

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E 601-49440-402	Janitorial Service		$6.01	4015087657	RUGS & SUPPLIES
E 602-49490-402	Janitorial Service		$6.01	4015087657	RUGS & SUPPLIES
E 101-42110-402	Janitorial Service		$24.04	4015087657	RUGS & SUPPLIES
		Total CINTAS	$156.39		
Paid Chk# 075372	1/23/2019	**COMPASS MINERALS AMERICA, INC**			
G 101-14100	Inventory of Material/Supply		$3,693.70	372635	SALT
G 101-14100	Inventory of Material/Supply		$7,315.32	373428	SALT
		Total COMPASS MINERALS AMERICA, INC	$11,009.02		
Paid Chk# 075373	1/23/2019	**CONNEXUS ENERGY**			
E 101-41940-381	Electric Utilities		$51.81	.0119	SIGN
E 101-41940-381	Electric Utilities		$264.93	.0119	CITY HALL
E 602-49490-381	Electric Utilities		$849.75	.0119	LIFT STATIONS
E 101-45200-381	Electric Utilities		$329.25	.0119	PARKS
E 601-49440-380	Electric-System		$4,650.35	.0119	WATER
E 101-43100-386	Street Lighting		$2,526.70	.0119	STREET LIGHTS
E 602-49490-381	Electric Utilities		$5,709.91	.0119	WWTP
E 609-49750-381	Electric Utilities		$844.00	.0119	LIQUOR STORE
E 101-42110-381	Electric Utilities		$5.00	.0119	SIREN
E 101-42110-381	Electric Utilities		$5.00	.0119	SIREN
E 101-42210-381	Electric Utilities		$401.40	.0119	FIRE
E 101-43100-381	Electric Utilities		$201.35	.0119	POLICE/PW
E 101-45200-381	Electric Utilities		$201.35	.0119	POLICE/PW
E 601-49440-381	Electric Utilities		$201.35	.0119	POLICE/PW
E 602-49490-381	Electric Utilities		$201.35	.0119	POLICE/PW
E 101-42110-381	Electric Utilities		$805.41	.0119	POLICE/PW
		Total CONNEXUS ENERGY	$17,248.91		
Paid Chk# 075374	1/23/2019	**CORNERSTONE AUTOMOTIVE**			
E 101-43100-221	Vehicle Repair & Maintenance		$372.72	16241832/2	2012 FORD
E 101-45200-221	Vehicle Repair & Maintenance		$372.72	16241832/2	2012 FORD
		Total CORNERSTONE AUTOMOTIVE	$745.44		
Paid Chk# 075375	1/23/2019	**CORPORATE CONNECTION**			
E 101-43100-417	Uniform Clothing & PPE		$218.48	50206	SWEATSHIRTS
E 101-45200-417	Uniform Clothing & PPE		$218.48	50206	SWEATSHIRTS
E 601-49440-417	Uniform Clothing & PPE		$218.48	50206	SWEATSHIRTS
E 602-49490-417	Uniform Clothing & PPE		$218.49	50206	SWEATSHIRTS
		Total CORPORATE CONNECTION	$873.93		
Paid Chk# 075376	1/23/2019	**CRYSTAL SPRINGS ICE**			
E 609-49751-254	Miscellaneous Merchandise		$38.88	002.B005723	MISC
		Total CRYSTAL SPRINGS ICE	$38.88		
Paid Chk# 075377	1/23/2019	**CUB SCOUT PACK #511**			
E 101-43210-439	Recycling Days		$1,000.00	100	PIONEER DAYS/FALL EVENT
		Total CUB SCOUT PACK #511	$1,000.00		
Paid Chk# 075378	1/23/2019	**DAHLHEIMER DIST. CO. INC.**			
E 609-49751-252	Beer For Resale		$120.00	1392376	BEER
E 609-49751-252	Beer For Resale		$4,256.77	196860	BEER
E 609-49751-255	N/A Products		$27.00	196860	N/A
E 609-49751-252	Beer For Resale		($93.20)	197110	BEER
E 609-49751-252	Beer For Resale		$5,488.00	197503	BEER
E 609-49751-254	Miscellaneous Merchandise		$275.20	197503	MISC

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E 609-49751-255	N/A Products		$54.00	197503	N/A
E 609-49751-252	Beer For Resale		$4,199.45	197995	BEER
E 609-49751-255	N/A Products		$36.80	197995	N/A
Total	**DAHLHEIMER DIST. CO. INC.**		$14,364.02		
Paid Chk# 075379	1/23/2019	**DELL MARKETING L.P.**			
E 402-41400-560	Computers		$1,818.60	10289918387	FINANCE COMPUTER
Total	**DELL MARKETING L.P.**		$1,818.60		
Paid Chk# 075380	1/23/2019	**DEX MEDIA EAST LLC**			
E 609-49750-340	Advertising		$80.00	.0119	ADVERTISING
Total	**DEX MEDIA EAST LLC**		$80.00		
Paid Chk# 075381	1/23/2019	**ELECTRO WATCHMAN, INC.**			
E 101-43100-310	Computer Consulting Fees		$486.93	321751	SOFTWARE UPGRADE
E 101-45200-310	Computer Consulting Fees		$486.93	321751	SOFTWARE UPGRADE
E 101-42110-310	Computer Consulting Fees		$486.93	321751	SOFTWARE UPGRADE
E 101-42210-310	Computer Consulting Fees		$486.93	321751	SOFTWARE UPGRADE
E 601-49440-310	Computer Consulting Fees		$486.93	321751	SOFTWARE UPGRADE
E 602-49490-310	Computer Consulting Fees		$486.95	321751	SOFTWARE UPGRADE
Total	**ELECTRO WATCHMAN, INC.**		$2,921.60		
Paid Chk# 075382	1/23/2019	**ELITE SANITATION**			
E 101-45200-402	Janitorial Service		$305.00	25487	TOILET RENTAL
Total	**ELITE SANITATION**		$305.00		
Paid Chk# 075383	1/23/2019	**EMERGENCY MEDICAL PRODUCTS**			
E 101-42210-217	Other Operating Supplies		$290.91	2042245	GLOVES
E 101-42210-217	Other Operating Supplies		$66.40	2043938	TEST STRIPS
Total	**EMERGENCY MEDICAL PRODUCTS**		$357.31		
Paid Chk# 075384	1/23/2019	**FERGUSON WATERWORKS**			
E 601-49440-259	Water Meters		$232.22	0314963	SUPPLIES
Total	**FERGUSON WATERWORKS**		$232.22		
Paid Chk# 075385	1/23/2019	**FILTRATION SYSTEMS, INC.**			
E 601-49440-401	Repairs/Maint Buildings		$137.96	89521	PARTS
E 602-49490-401	Repairs/Maint Buildings		$137.96	89521	PARTS
E 101-45200-401	Repairs/Maint Buildings		$137.96	89521	PARTS
E 101-43100-401	Repairs/Maint Buildings		$137.96	89521	PARTS
E 101-42110-401	Repairs/Maint Buildings		$137.92	89521	PARTS
Total	**FILTRATION SYSTEMS, INC.**		$689.76		
Paid Chk# 075386	1/23/2019	**GOPHER STATE ONE-CALL**			
E 602-49490-442	Gopher State		$25.00	9000749	2019 FACILITY OPERATOR FEE
E 601-49440-442	Gopher State		$25.00	9000749	2019 FACILITY OPERATOR FEE
Total	**GOPHER STATE ONE-CALL**		$50.00		
Paid Chk# 075387	1/23/2019	**GRANITE CITY JOBBING CO.**			
E 609-49751-206	Freight and Fuel Charges		$4.25	121812	FREIGHT
E 609-49751-254	Miscellaneous Merchandise		$63.00	121812	MISC
E 609-49751-256	Tobacco Products For Resale		$1,670.93	121812	TOBACCO
Total	**GRANITE CITY JOBBING CO.**		$1,738.18		
Paid Chk# 075388	1/23/2019	**HOISINGTON KOEGLER GROUP, INC**			
E 101-41910-307	Comp Plan/Wetland Fees		$2,099.63	017-001-18	COMP PLAN
E 101-41910-311	Contract		$10,445.97	018-041-4	PLANNING

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G 803-22043	Esc-Laketown Homes		$937.50	018-041-4	RIVERS EDGE
G 803-22160	ESC-SCHULTE SUBDIVISION		$187.50	018-041-4	TURTLE PONDS
G 803-22145	ESC-School-SITE PLAN		$131.25	018-041-4	SCHOOL
G 803-22163	ESC-ANDERSON-LOT SPLIT		$825.00	018-041-4	ANDERSON LOT
Total	**HOISINGTON KOEGLER GROUP, INC**		$14,626.85		
Paid Chk# 075389	1/23/2019	**INNOVATIVE OFFICE SOLUTIONS, L**			
E 101-41400-200	Office Supplies		$217.94	IN2346948	OFFICE SUPPLIES
E 101-42110-200	Office Supplies		$116.82	IN2350834	SUPPLIES
E 101-42110-200	Office Supplies		$80.02	IN2354244	OFFICE SUPPLIES
Total	**INNOVATIVE OFFICE SOLUTIONS, L**		$414.78		
Paid Chk# 075390	1/23/2019	**ISD #15**			
E 101-42110-221	Vehicle Repair & Maintenance		$44.03	4059	2018 DODGE
E 101-43100-218	Equipment Repair & Maintenance		$46.70	4060	2013 FORD-ESCAPE
Total	**ISD #15**		$90.73		
Paid Chk# 075391	1/23/2019	**JJ TAYLOR DISTRIBUTING**			
E 609-49751-206	Freight and Fuel Charges		$3.00	2935500	FREIGHT
E 609-49751-252	Beer For Resale		$531.00	2935500	BEER
E 609-49751-206	Freight and Fuel Charges		$3.00	2935544	FREIGHT
E 609-49751-252	Beer For Resale		$772.45	2935544	BEER
Total	**JJ TAYLOR DISTRIBUTING**		$1,309.45		
Paid Chk# 075392	1/23/2019	**JOHNSON BROS WHLSE LIQUOR**			
E 609-49751-206	Freight and Fuel Charges		$17.27	1191107	FREIGHT
E 609-49751-251	Liquor For Resale		$1,569.69	1191107	LIQUOR
E 609-49751-206	Freight and Fuel Charges		$10.99	1191108	FREIGHT
E 609-49751-253	Wine For Resale		$300.60	1191108	WINE
E 609-49751-252	Beer For Resale		$45.98	1191109	BEER
E 609-49751-206	Freight and Fuel Charges		$4.71	1195293	FREIGHT
E 609-49751-251	Liquor For Resale		$485.49	1195293	LIQUOR
E 609-49751-206	Freight and Fuel Charges		$3.14	1195294	FREIGHT
E 609-49751-253	Wine For Resale		$94.85	1195294	WINE
E 609-49751-253	Wine For Resale		$22.99	1195295	WINE
E 609-49751-206	Freight and Fuel Charges		$29.83	1200362	FREIGHT
E 609-49751-251	Liquor For Resale		$1,725.11	1200362	LIQUOR
E 609-49751-206	Freight and Fuel Charges		$3.14	1200363	FREIGHT
E 609-49751-253	Wine For Resale		$127.00	1200363	WINE
E 609-49751-206	Freight and Fuel Charges		($1.57)	521307	FREIGHT
E 609-49751-251	Liquor For Resale		($112.00)	521307	LIQUOR
Total	**JOHNSON BROS WHLSE LIQUOR**		$4,327.22		
Paid Chk# 075393	1/23/2019	**LUPULIN BREWING**			
E 609-49751-252	Beer For Resale		$108.00	18265	BEER
Total	**LUPULIN BREWING**		$108.00		
Paid Chk# 075394	1/23/2019	**MAHCO**			
E 101-42400-433	Dues and Subscriptions		$125.00	.0119	2019 MEMBERSHIP
Total	**MAHCO**		$125.00		
Paid Chk# 075395	1/23/2019	**MCDONALD DIST CO.**			
E 609-49751-252	Beer For Resale		$6,109.57	474620	BEER
E 609-49751-255	N/A Products		$150.00	474620	N/A
E 609-49751-252	Beer For Resale		$2,100.00	475527	BEER
Total	**MCDONALD DIST CO.**		$8,359.57		

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Paid Chk# 075396	1/23/2019	**MEDIATION & RESTORATIVE SERVIC**			
E 101-41400-433	Dues and Subscriptions		$821.26	2011-74	2019 MEDIATION AND RESTORATIVE SVC
Total	**MEDIATION & RESTORATIVE SERVIC**		$821.26		
Paid Chk# 075397	1/23/2019	**METRO SALES, INC.**			
E 101-41400-200	Office Supplies		$33.59	INV1246604	COPIES
E 101-42400-200	Office Supplies		$33.59	INV1246604	COPIES
E 101-42110-200	Office Supplies		$33.59	INV1246604	COPIES
E 101-43100-200	Office Supplies		$33.59	INV1246604	COPIES
E 101-45200-200	Office Supplies		$33.59	INV1246604	COPIES
E 601-49440-200	Office Supplies		$33.59	INV1246604	COPIES
E 602-49490-200	Office Supplies		$33.59	INV1246604	COPIES
E 609-49750-200	Office Supplies		$33.64	INV1246604	COPIES
Total	**METRO SALES, INC.**		$268.77		
Paid Chk# 075398	1/23/2019	**METRO WEST INSPECTIONS SERVICE**			
E 101-42400-311	Contract		$3,401.04	1792	NOVEMBER FINALED
otal	**METRO WEST INSPECTIONS SERVICE**		$3,401.04		
Paid Chk# 075399	1/23/2019	**MN DEPT OF TRANSPORTATION**			
E 405-43100-801	2018 Street Improvements		$863.53	P00009917	2018 STREETS
Total	**MN DEPT OF TRANSPORTATION**		$863.53		
Paid Chk# 075400	1/23/2019	**MN MUNICIPAL UTILITIES ASSOC.**			
E 601-49440-433	Dues and Subscriptions		$475.00	52698	2019 WATER UTILITY DUES
E 101-41400-311	Contract		$510.00	52808	1ST QTR SAFETY
E 101-42110-311	Contract		$510.00	52808	1ST QTR SAFETY
E 101-42210-311	Contract		$510.00	52808	1ST QTR SAFETY
E 101-43100-311	Contract		$765.00	52808	1ST QTR SAFETY
E 101-45200-311	Contract		$765.00	52808	1ST QTR SAFETY
E 601-49440-311	Contract		$765.00	52808	1ST QTR SAFETY
E 602-49490-311	Contract		$765.00	52808	1ST QTR SAFETY
E 609-49750-311	Contract		$510.00	52808	1ST QTR SAFETY
Total	**MN MUNICIPAL UTILITIES ASSOC.**		$5,575.00		
Paid Chk# 075401	1/23/2019	**MN NCPERS LIFE INSURANCE**			
G 101-21713	MN Life		$80.00	.0119	JANUARY INSURANCE
Total	**MN NCPERS LIFE INSURANCE**		$80.00		
Paid Chk# 075402	1/23/2019	**MWOA**			
E 602-49490-433	Dues and Subscriptions		$25.00	012219	MWOA MEMBERSHIP
Total	**MWOA**		$25.00		
Paid Chk# 075403	1/23/2019	**OPUS 21**			
E 601-49440-382	Utility Billing		$1,569.75	181260	UTILITY BILLING
E 602-49490-382	Utility Billing		$1,569.74	181260	UTILITY BILLING
Total	**OPUS 21**		$3,139.49		
Paid Chk# 075404	1/23/2019	**PACE ANALYTICAL SERVICES**			
E 602-49490-313	Sample Testing		$123.00	1812002146	TESTING
E 602-49490-313	Sample Testing		$93.00	1812002255	TESTING
E 602-49490-313	Sample Testing		$95.00	1912002946	SAMPLE TESTING
E 602-49490-313	Sample Testing		$185.00	1912002953	SAMPLE TESTING
E 602-49490-313	Sample Testing		$120.00	1912002975	SAMPLE TESTING
E 602-49490-313	Sample Testing		$125.00	1912003020	SAMPLE TESTING
E 602-49490-313	Sample Testing		$80.00	1912003057	SAMPLE TESTING

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E 602-49490-313	Sample Testing		$95.00	1912003058	SAMPLE TESTING
Total	**PACE ANALYTICAL SERVICES**		$916.00		
Paid Chk# 075405	1/23/2019	**PAUSTIS WINE COMPANY**			
E 609-49751-206	Freight and Fuel Charges		$13.75	37230	FREIGHT
E 609-49751-253	Wine For Resale		$1,141.00	37230	WINE
Total	**PAUSTIS WINE COMPANY**		$1,154.75		
Paid Chk# 075406	1/23/2019	**PHILLIPS WINE & SPIRITS CO.**			
E 609-49751-206	Freight and Fuel Charges		$12.56	2484101	FREIGHT
E 609-49751-251	Liquor For Resale		$1,201.00	2484101	LIQUOR
E 609-49751-206	Freight and Fuel Charges		$7.85	2487160	FREIGHT
E 609-49751-251	Liquor For Resale		$641.14	2487160	LIQUOR
E 609-49751-206	Freight and Fuel Charges		$12.56	2487161	FREIGHT
E 609-49751-253	Wine For Resale		$330.75	2487161	WINE
E 609-49751-206	Freight and Fuel Charges		$95.77	2490803	FREIGHT
E 609-49751-251	Liquor For Resale		$4,843.65	2490803	LIQUOR
E 609-49751-206	Freight and Fuel Charges		$28.26	2490804	FREIGHT
E 609-49751-253	Wine For Resale		$1,080.00	2490804	WINE
Total	**PHILLIPS WINE & SPIRITS CO.**		$8,253.54		
Paid Chk# 075407	1/23/2019	**POSTMASTER - ST. FRANCIS**			
E 101-41400-322	Postage		$225.00	.0119	PERMIT FEE
Total	**POSTMASTER - ST. FRANCIS**		$225.00		
Paid Chk# 075408	1/23/2019	**ROYAL SUPPLY**			
E 101-41940-210	Operating Supplies		$28.15	25182	SUPPLIES
E 101-42110-217	Other Operating Supplies		$112.61	25182	SUPPLIES
E 101-43100-217	Other Operating Supplies		$56.30	25182	SUPPLIES
E 101-45200-217	Other Operating Supplies		$56.30	25182	SUPPLIES
E 601-49440-217	Other Operating Supplies		$56.30	25182	SUPPLIES
E 602-49490-217	Other Operating Supplies		$56.34	25182	SUPPLIES
E 101-41940-210	Operating Supplies		$21.76	25250	SUPPLIES
E 101-42110-217	Other Operating Supplies		$87.07	25250	SUPPLIES
E 101-43100-217	Other Operating Supplies		$43.53	25250	SUPPLIES
E 101-45200-217	Other Operating Supplies		$43.53	25250	SUPPLIES
E 601-49440-217	Other Operating Supplies		$43.53	25250	SUPPLIES
E 602-49490-217	Other Operating Supplies		$43.58	25250	SUPPLIES
Total	**ROYAL SUPPLY**		$649.00		
Paid Chk# 075409	1/23/2019	**SORENSON, MARK**			
E 101-43100-212	Motor Fuels		$156.00		REIMBUSE GAS PURCHASE
Total	**SORENSON, MARK**		$156.00		
Paid Chk# 075410	1/23/2019	**SOUTHERN GLAZERS OF MN**			
E 609-49751-206	Freight and Fuel Charges		$19.20	1771083	FREIGHT
E 609-49751-251	Liquor For Resale		$3,189.20	1771083	LIQUOR
E 609-49751-206	Freight and Fuel Charges		$4.16	1773603	FREIGHT
E 609-49751-206	Freight and Fuel Charges		$10.24	1773604	FREIGHT
E 609-49751-251	Liquor For Resale		$1,090.15	1773604	LIQUOR
E 609-49751-206	Freight and Fuel Charges		$7.68	1773605	FREIGHT
E 609-49751-251	Liquor For Resale		$89.91	1773605	LIQUOR
E 609-49751-253	Wine For Resale		$512.90	1773605	WINE
E 609-49751-206	Freight and Fuel Charges		$1.28	1776043	FREIGHT
E 609-49751-206	Freight and Fuel Charges		$9.17	1776044	FREIGHT
E 609-49751-251	Liquor For Resale		$869.04	1776044	LIQUOR

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E 609-49751-206	Freight and Fuel Charges		$10.24	5038658	FREIGHT
E 609-49751-251	Liquor For Resale		$1,044.00	5038658	LIQUOR
Total	**SOUTHERN GLAZERS OF MN**		$6,857.17		
Paid Chk# 075411	1/23/2019	**ST. FRANCIS AREA CHAMBER OF**			
E 609-49750-340	Advertising		$200.00	01034	2019 MEMBERSHIP
Total	**ST. FRANCIS AREA CHAMBER OF**		$200.00		
Paid Chk# 075412	1/23/2019	**ST. FRANCIS TRUE VALUE HARDWAR**			
E 101-42210-217	Other Operating Supplies		$16.05	.1218	FIRE SUPPLIES
otal	**ST. FRANCIS TRUE VALUE HARDWAR**		$16.05		
Paid Chk# 075413	1/23/2019	**STOPSTICK, LTD**			
E 402-42110-550	Vehicles		$493.00	0013598-IN	STOP STICK RACK
Total	**STOPSTICK, LTD**		$493.00		
Paid Chk# 075414	1/23/2019	**TJ ASSOCIATES**			
E 101-42110-200	Office Supplies		$38.95	229227	PROPERTY SHEETS
E 101-42110-200	Office Supplies		$9.50	229462	CALENDARS
Total	**TJ ASSOCIATES**		$48.45		
Paid Chk# 075415	1/23/2019	**TOTAL CONTROL SYSTEMS, INC.**			
E 602-49490-229	Project Repair & Maintenance		$1,149.41	8666	DEER CREEK
E 601-49440-229	Project Repair & Maintenance		$1,149.40	8666	DEER CREEK
E 602-49490-229	Project Repair & Maintenance		$2,177.50	8667	REPAIRS
Total	**TOTAL CONTROL SYSTEMS, INC.**		$4,476.31		
Paid Chk# 075416	1/23/2019	**U S BANK EQUIPMENT FINANCE**			
E 101-41400-240	Office Equip		$201.24		COPIER LEASE
E 101-43100-240	Office Equip		$201.24		COPIER LEASE
E 101-43210-240	Office Equip		$201.24		COPIER LEASE
E 101-45200-240	Office Equip		$201.24		COPIER LEASE
E 601-49440-240	Office Equip		$201.24		COPIER LEASE
E 602-49490-240	Office Equip		$201.25		COPIER LEASE
Total	**U S BANK EQUIPMENT FINANCE**		$1,207.45		
Paid Chk# 075417	1/23/2019	**VINOCOPIA, INC.**			
E 609-49751-206	Freight and Fuel Charges		($5.00)	0223688-CM	FREIGHT
E 609-49751-251	Liquor For Resale		($160.00)	0223688-CM	LIQUOR
E 609-49751-206	Freight and Fuel Charges		$14.00	0224598-IN	FREIGHT
E 609-49751-251	Liquor For Resale		$1,134.00	0224598-IN	LIQUOR
E 609-49751-253	Wine For Resale		$80.00	0224598-IN	WINE
Total	**VINOCOPIA, INC.**		$1,063.00		
Paid Chk# 075418	1/23/2019	**WINE MERCHANTS**			
E 609-49751-206	Freight and Fuel Charges		$7.85	7217228	FREIGHT
E 609-49751-253	Wine For Resale		$360.00	7217228	WINE
Total	**WINE MERCHANTS**		$367.85		
10100	**CASH**		$1,226,085.88		

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Fund Summary

10100 CASH	
101 GENERAL FUND	$163,347.53
311 2013 Debt Service	$97,925.00
327 2015 Debt Service	$28,075.00
330 2017 Refunding Bonds	$372,365.63
402 CAPITAL EQUIPMENT	$2,311.60
405 Street Improvement Fund	$863.53
601 WATER FUND	$116,640.80
602 SEWER FUND	$358,066.11
609 LIQUOR FUND	$84,409.43
803 ESCROW	$2,081.25
	$1,226,085.88