CITY OF ST. FRANCIS
CITY COUNCIL AGENDA
MAY 15, 2017
ISD #15 CENTRAL SERVICE CENTER
4115 Ambassador Blvd NW
6:00 PM

1. CALL TO ORDER/PLEDGE OF ALLEGIANCE
2. ROLL CALL
3. APPROVAL OF AGENDA
4. CONSENT AGENDA - *All matters listed within the Consent Agenda are considered to be 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. City Council Minutes – May 1, 2017
   B. St. Francis Area Chamber of Commerce Parade Permit – June 10, 2017
   C. St. Francis Lions Club 3.2 Permit @ Fire Station Pioneer Days – June 10, 2017
   D. Pay Request No. 22 to Gridor Construction for Wastewater Treatment Improvements
   E. Acknowledge $100 Donation from St. Francis Lions Club for Bike Rodeo
   F. Payment of Claims

5. MEETING OPEN TO THE PUBLIC **Maximum time of five minutes per person***

6. SPECIAL BUSINESS
   A. Fire Department Badge Presentation: Chad Schroeder, Joe Lawrence, Logan Robinson and Jerad Belter

7. PUBLIC HEARINGS
   None

8. OLD BUSINESS
   A. Ordinance 228, Second Series Amendment– Sunday Off Sale Hours (Second Reading)

9. NEW BUSINESS
   A. Purchase Agreement – 32-34-24-23-0039
   B. Stacy Lee – Appealing City Fees

10. MEETING OPEN TO THE PUBLIC **Maximum time of five minutes per person***

11. REPORTS
   A. Public Works Department– Monthly Report
   B. Councilmember Reports-
   C. Upcoming Events - May 22nd Work Session @ City Hall 5:30 pm
   May 23rd ISD #15 Special Election Polls open 7 am – 8 pm
   May 24th HKGi-St. Francis Forward @ District Office 6:30-8:30 pm
   June 3rd Last Day of School and Graduation

12. ADJOURNMENT

***For individuals who wish to address the Council on subjects which are not a part of the meeting agenda. Typically, the Council will not take action on items presented at this time but will refer them to staff for review, action and/or recommendation for future Council action.**

TO: Mayor & City Council

MEMO

FROM: Joe Kohlmann, City Administrator

RE: Agenda Memorandum – May 15th, 2017 Council Meeting

Agenda Items:

4. **CONSENT AGENDA:**
   a. *City Council Minutes* – May 1st, 2017

   b. *S.F. Chamber Parade Permit* – Parade for Pioneer Days

   c. *S.F. Lions Club 3.2. Permit* – Approval to sell beer at the Fire Station on Pioneer Days. Past Councils have traditionally waived fees associated.

   d. *Pay Request No. 22 to Gridor Construction* – Wastewater Treatment Facility

   e. Acknowledge Donation – $100 donation from American Legion for Police Department's Bike Rodeo.

   e. *Payment of Claims*-

6. **SPECIAL BUSINESS:**
   A. Fire Department Badge Presentation: Chad Schroeder, Joe Lawrence, Logan Robinson and Jerad Belter

7. **PUBLIC HEARINGS**
   A. *None*

8. **OLD BUSINESS**
   A. *Ordinance 228, Second Series Amendment* – Sunday Sales Off Sale Hours *(Second Reading)*

9. **NEW BUSINESS**
   A. *Purchase Agreement* – An offer on the property north of the Bottle Shop. The City had the property listed for $70,000. Accept/Counter or Reject Offer. *(Sent under separate cover)*

   B. *Stacy Lee* – A petition from Stacy Lee waive expenses related to subdividing a property.

11. **Reports:**
   A) City Administrator – no report
   B) Public Works – Monthly Report

CITY OF ST. FRANCIS
ST. FRANCIS MN
ANOKA COUNTY

CITY COUNCIL MINUTES
MAY 1, 2017

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

2. **ROLL CALL**
Members present: Mayor Steve Feldman, Councilmembers Jerry Tveit, Joe Muehlbauer, Robert Bauer and Rich Skordahl. Also present City Attorney Scott Lepak (Barna, Guzy & Steffen), Community Development Director Kate Thunstrom, Police Chief Todd Schwieger, Fire Chief Matt Kohout, Public Works Director Paul Teicher, Finance Director Darcy Mulvihill, and City Clerk Barb Held.

3. **APPROVAL OF AGENDA**
MOTION BY MUEHLBAUER SECOND TVEIT TO APPROVE THE AGENDA AS PRESENTED. Motion carried 5-0.

4. **CONSENT AGENDA**
MOTION BY MUEHLBAUER SECOND SKORDAHL TO APPROVE THE CONSENT AGENDA ITEMS A-G AS FOLLOWS:
A. City Council Minutes – April 17, 2017
B. City Council Work Session Notes – February 13, 2017 and April 10, 2017
C. CLIMB – Resolution 2017-12 Approving Location of The Ponds & Gambling Premise Permit
D. St. Francis Lions Club – 5k Permits for Pioneer Days
E. Extension of Real Estate Contract with Lake State Realty Services
F. Acknowledge the submittal of the Upper Rum River Watershed Management Organization 2016 Annual Report to the MN Board of Water and Soil Resources and the Financial Report to the Office of the State Auditor
G. Payment of Claims $129,432.55 (Checks # 72409-72478)
Motion carried 5-0.

5. **MEETING OPEN TO THE PUBLIC**
A. Joseph Murrell, 24360 Yukon Street, I have a question on the $18,000 bill for the liquor store and the hole behind my property. Also have a question on the Kings Highway and the money being spent for that project.

Council's response was the security cameras are a budgeted item and the current cameras not a good quality. The Kings Highway report was in the packet we will be discussing this later. The hole you are talking about, a stop work order has been placed on that project. Thunstrom said staff will contact the property owner to secure the area. Schaps said we will start some type of abatement if the property owner does not follow through with securing the area.

7. **PUBLIC HEARINGS**
None

8. **OLD BUSINESS**
None

9. **NEW BUSINESS**

A. Ordinance 228, Second Series Amendment– Sunday Off-Sale Hours (First Reading) – The 2017 legislature amended the off-sale liquor laws in order to allow Sunday liquor sales. Effective July 1, 2017 liquor stores in Minnesota may be open on Sundays from 11 a.m. until 6:00 p.m. Tveit said we have discussed this in the work session in order to have Sunday sales. Muehlbauer said they might be changing weekday hours by one hour each work day. This would be to make up for the additional staff hours. MOTION BY TVEIT SECOND MUEHLBAUER TO APPROVE THE FIRST READING OF ORDINANCE 228 SECOND SERIES AMEND SECTIONS; 5-3-3 HOURS AND DAYS OF BEER SALES; 5-4-2 SUNDAY SALES; 5-4-3 HOURS AND DAYS OF LIQUOR SALES; 5-4-5 HOURS AND DAYS OF SALES BY ON-SALE WINE LICENSEES; AND 5-8-5 SUNDAY SALES. Roll Call: Ayes: Tveit, Muehlbauer, Feldman, Bauer and Skordahl.
Nays: None Motion carried 5-0.

B. Liquor Store Security System Replacement – The current camera system is over 10 years old and is no longer supported. Intermittent failures in the camera system has triggered an immediate need for replacement. This new systems technology will allow for better picture quality and improved surveillance coverage for inside and outside. This was a budgeted item. Questions were asked about the payment of this system. Discussion was held on the need for surveillance. Tveit said surveillance is a good tool. Skordahl said it is a valid expense. MOTION BY TVEIT SECOND SKORDAHL AUTHORIZING IT DEPARTMENT TO REPLACE CAMERA SYSTEM FOR APPROXIMATE PRICE OF $17,500. Motion carried 4-1. Muehlbauer voting nay.

C. Kings Hwy/Riverbank Lane – Engineer Report/Grant Opportunities - Feldman stated this has been a time consuming project, been a concern over thirty years. I recommend this would be a special work session just for this topic and invite all the effected residents. So we can get the input of the residents and engineer. There might be some bonding money available. Jochum said the report is a preliminary report on the issues in the area. It is estimated that Kings Highway and Riverbank Lane were constructed in 1964. Drainage is a concern; maybe some culvert work is also needed. We also added some curb and gutter and pavement. Some areas would be almost impossible to create ditches. That is why curbing would be needed in those areas. Feldman read the five items on the engineer's memo:

1. Clean sediment from ditches.
2. Remove and replace existing culverts and install flared end sections.
3. Re-profile ditches where needed.
4. Construct ditch back slopes where needed and possible.
5. Pave streets and add curb and gutter in the areas that do not allow for ditching (east side of Riverbank Lane).

Feldman said didn't Bolton & Menk want to curb, gutter and pave the owe area and was a much higher cost? Teicher said the previous engineer's cost was for a bigger project than what is presented tonight. Skordahl stated with this being about a 1964 project, how old are the septic systems? If we are there and put in a street construction do we put the water and sewer pipes in? Let's make sure we understand this neighborhood's needs, long term. Feldman said that's a good idea. We need to talk about this more in-depth. We might put together a work session sometime early June. We will let all the neighbors know when this meeting will be scheduled.

D. Setting Work Session for May 22nd - The items for discussion at this work session will be the Capital Improvement Plan (CIP) and the ordinance relating to chickens. Tveit said the only day I work that week the afternoon schedule is May 22nd. Tveit said I am comfortable with whatever the council as a whole decides. After some discussion of changing the date it was decided to leave it for May 22nd 5:30 at city hall.

10. **MEETING OPEN TO THE PUBLIC**

A. Liz Fairbanks, 24360 Yukon Street, questioned the money being spent on surveillance cameras at the liquor store. Why are we spending general fund money? Is there a lot of theft at the liquor store, have you asked? Why do you need cameras on the outside? I am disappointed in all of you. We need to help our St. Francis residents, the older people on the fixed incomes. You need to help our people. Extremely disappointed with our Charter Commission, city is going backwards. Quite honestly I want to move.

The council replied the money for the camera is not coming from general fund comes from liquor fund.

Fairbanks also questioned why cameras on the outside of the building? Plus why a civilian was directing traffic at an accident in front of Casey's tonight.

Schwieger said we look video as a resource when there is a theft. If we or the employees can't get a good description of the person, the license plates are the next best thing.

Feldman stated the camera system is over ten years old. It was noted the cost of the camera system will come from the liquor fund and not the general fund. We pay the water rates too, it can't be done overnight. Governing isn't easy, government does not move fast. We want the rates to go down too.

B. Joseph Murrell made comments about the Coon Rapids Police Department along with the St. Francis Police Department. Don't see the need the cameras at all.

Dialogue went back and forth between audience members and the council on the need for the cameras. Cameras at businesses are assets, Feldman said. I could see if it was more of a concern if this was not a budgeted item or come from the general fund.

Schwieger said we have had residents bring in their home video to report theft.

C. LeRoy T. Schaffer, 4626-235th Avenue, I once started investigating looking into joining with the county sheriff. Old subject matter, to combine police forces or go with the county police department.

Feldman said the when campaigning I heard about the police department. We have a new chief and must give him time. Work in progress and nothing will be done overnight. We need to support the chief, it is our responsibility your responsibility. It is a hot button issue. Let's give all our support to the chief and give him an opportunity. He has only been the chief for about five months. The topic of the police department and what they do continued between the audience and councilmembers.

Tim Brown, 5268 Ambassador Blvd, as far as the police department goes, they are doing a fine job. If my taxes go up just to help pay for police department I would be okay. Brown gave an incident of what happened to him and his family years ago and was thankful for the officers who knew the area.

Feldman asked Schwieger why was a civilian was directing traffic. Schwieger stated I do not know but will find out. Feldman said we will govern the best we can and cannot make everyone happy.

11. **REPORTS**

A. Police Department Report – Police Chief Todd Schwieger gave the police department's quarterly report. Report included training attended and department statistics. Items purchased with forfeiture funds were two ballistic shields, a handheld laser radar gun and mobile field force gear. Events the police department will be sponsoring are a Bike Rodeo June 6th, Car Seat Clinic June 8th, new Neighborhood Watch Program, and will be expanding the police departments Night to Unite celebration. Officers are putting in extra time on their own time to get these programs up and running.

We are still in the hiring process. Hopefully we will have the new officer on by sometime in June. Once the new officer is off FTO they will be strictly dedicated to traffic. Feldman asked in the 5k run, will they need to use the reserve officers if crossing the road.

Muehlbauer asked Schwieger to explain Anoka County Mobile Field Team Force. If needed, we will only be deployed in Anoka County. Regarding the shields, Schwieger said there have been incidents we could have used them. Feldman discussed the use of the hand held radar.

Bauer stated with that accident today, I would like your officers to call out the fire department for traffic control. We have a fire department that can run the scene.

Skordahl said thank you for the report. We are citizens of Anoka County I think we should be part of this mobile field team force.

B. Councilmember Reports-

Tveit reminded everyone there is a Pet Clinic this Saturday at the Fire station from 9 am-noon. You are going to be seeing this flyer soon in your mail, St. Francis Forward. It gives the citizen's opportunity to attend May 24th to voice their concern.

Muehlbauer attended a Charter Commission meeting. I am disappointed, for the reasoning that Robert Bauer cannot be on the fire department and be a council member. To me it is contradictory.

Bauer would like to remind everyone there is a school district bond referendum on May 23rd. I was disappointed the City Attorney was not at the Charter meeting.

Skordahl might be absent May 15th meeting.

Feldman said fire fighters are hard to get but we have a good councilmember. Also on Recycling Day, I spent all day passing out these flyers, to get involved. Told people if they can't come to the meeting call city hall with your comments. Commend staff on all levels. I was amazed on how much material that was dropped off. Thanks to everyone that helped that day.

Involvement, how to get people involved. We are going to get a new website starting in August. Hope more people will use it. We are all tools; we all have to learn to work together. Just like to remind people to turn your signals in the roundabouts. The gentleman that was disgusted with us lives on septic and well but still cares about the people of St. Francis. We hope you get involved.

Muehlbauer get ahold of your representatives to get the bonding money. Feldman agreed let Speaker Daudt and Senator Benson know to release the funds to help with our water and sewer rates.

C. Upcoming Events -

	April 29th	Recycling Day @ Public Works 8 am to 2 pm
	May 6th	Pet Clinic @ Fire Station 9 am to Noon

12. **ADJOURNMENT**

There being no further business, Mayor Feldman adjourned the regular city council at 7:21 pm.

____

Barbara I. Held, City Clerk

City of St. Francis

CITY COUNCIL
AGENDA REPORT
Agenda Item #:
4 B

TO: Joe Kohlmann, City Administrator

FROM: Barb Held, City Clerk

SUBJECT: **St. Francis Area Chamber of Commerce Parade Permit**

DATE: May 15, 2017

OVERVIEW:

The St. Francis Area Chamber of Commerce (SFACOC) has submitted an application for a parade permit. The parade is part of the Pioneer Day's celebration. SFACOC already submitted to Anoka County the permit needed to use and shut down the county roads. The parade is Saturday, June 10th and starts at 1:00 pm.

ACTION TO BE CONSIDERED:

Consideration to approve the parade permit for the SFACOC on June 10, 2017.

BUDGET IMPLICATION:

none

Attachments: Permit Application

City of St. Francis

23340 Cree Street NW, St. Francis, MN 55070
763-753-2630

PARADE / BIKE-SNOWMOBILE RIDE / TRIATHLON PERMIT
5k RUN-WALK

APPLICATION

Please complete the following form for: (Circle one) Parade–Bike/Snowmobile Ride/Triathlon
5K Walk/Run

Name of Organization Pioneer Days - SFACOC

Contact Person Lindsey Johnson Date of Event June 10, 2017

Address 23212 St. Francis Blvd. St. Francis
(Street) (City) (State & Zip)

Phone (763) 753-8804 Email address pd.parade@stfrancischamber.org

Number of Estimated Participants 400 Starting/Ending Time of Event 12:00 Noon Line-up.

*****Provide a map of the route and description of the event:**

Parade line-up starts at noon, parade begins at 1pm including a variety of floats for businesses, royalty, non-profit and entertainment.

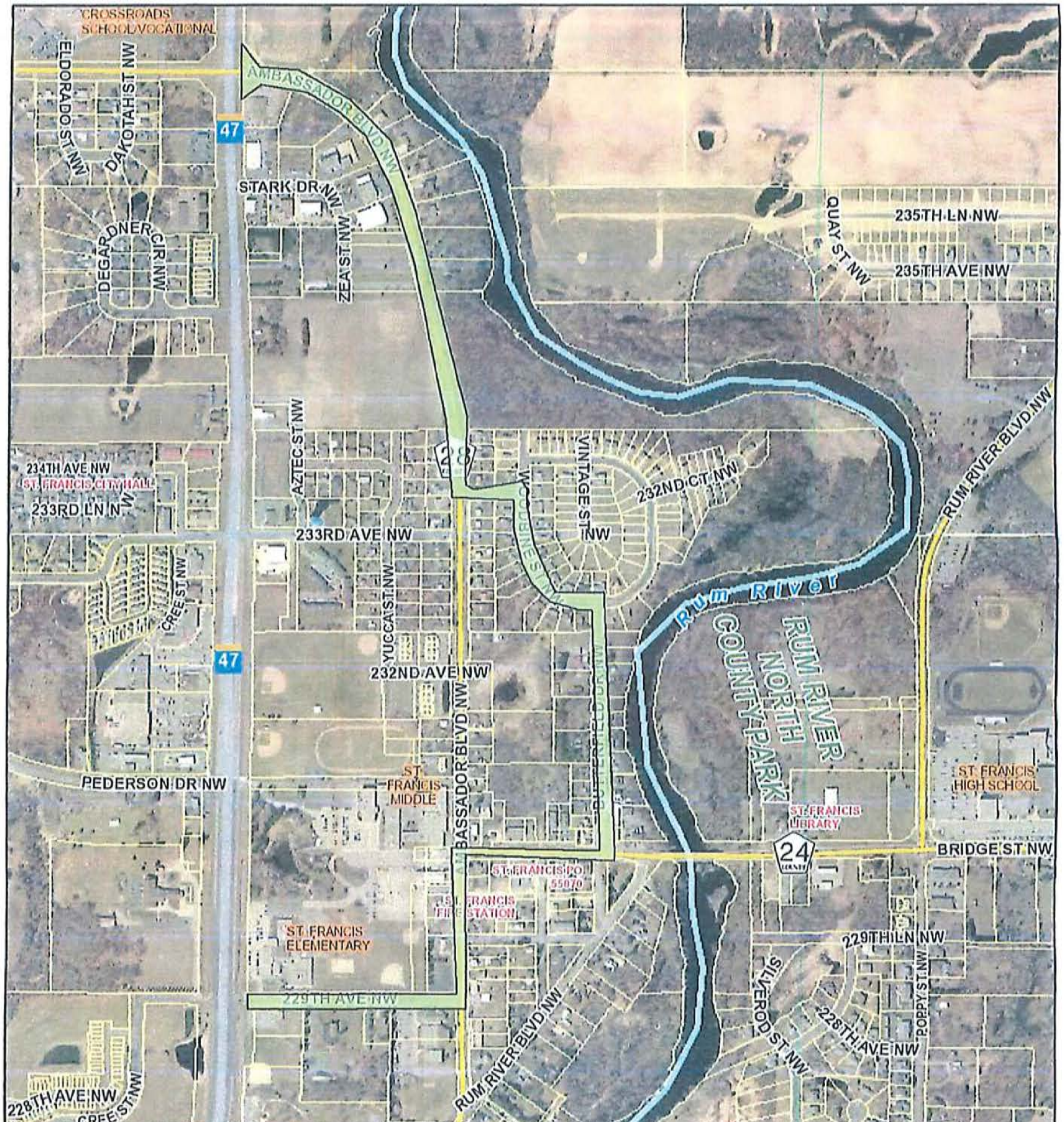
Parade line-up + route map attached.

(ORGANIZATION MUST PROVIDE CERTIFICATE OF INSURANCE WITH THE CITY OF ST. FRANCIS NAMED AS THE CERTIFICATE HOLDER)

Please contact the St. Francis Police Department at 763-753-1264 regarding number of officers needed for this event if you are crossing any roadways.

CITY OF ST. FRANCIS
23340 Cree Street NW
ST. FRANCIS, MN 55070
Fax 763-753-9881
city@stfrancismn.org

Pioneer Days Parade Route



May 19, 2015

1:9,600

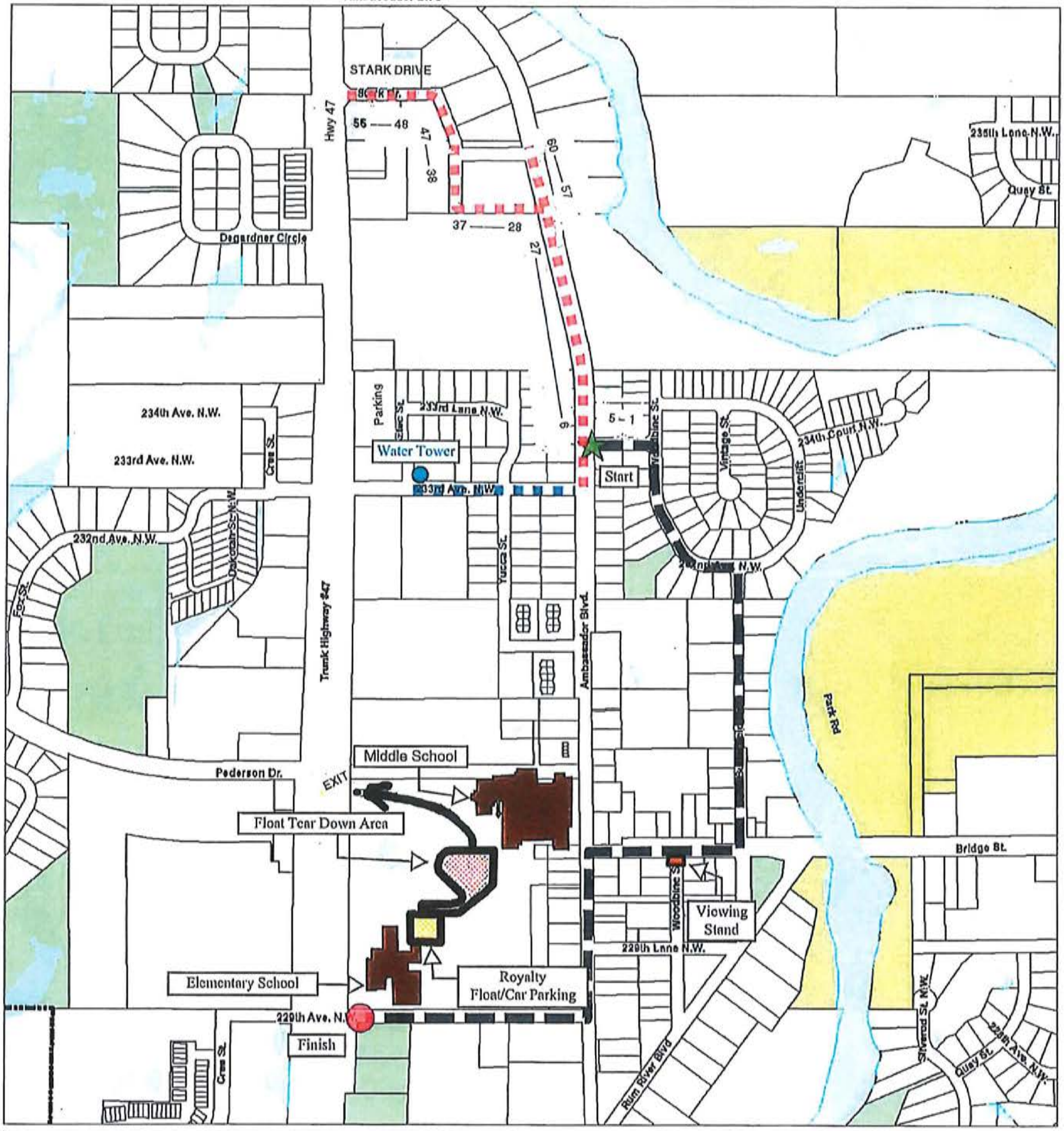
103 CR, 103

CR, 104

CR, 105

CR, 106

ACHD
ACHD



0 679 Feet

Parade Line-up

Marching Band Line-up

Parade Route

City of St. Francis

Pioneer Days Parade Route/Line-up

Figure

City of St. Francis

CITY COUNCIL
AGENDA REPORT
Agenda Item #:
4C

TO: Joe Kohlmann, City Administrator

FROM: Barb Held, City Clerk

SUBJECT: Temporary On-Sale Beer License

DATE: May 15, 2017

OVERVIEW:

St. Francis Lions Club is asking for City approval to sell beer Saturday of Pioneer Days again this year at the fire station, 3710 Bridge Street. The Lions Club does carry liquor liability insurance and the certificate is attached. Also with that, previous City Councils have waived all fees for this type of license during Pioneer Days.

ACTION TO BE CONSIDERED:

Consideration to approve the St. Francis Lions Club Temporary On-Sale Beer License for one (1) day Saturday, June 10 during Pioneer Days at the fire station and waive the application fee.

BUDGET IMPLICATION:

none

Attachments: Permit Application
Certificate of Liability Insurance

City of
St. Francis
23340 Cree Street NW 763-753-2630

APPLICATION for TEMPORARY 3.2 MALT LIQUOR BEVERAGES

Date of Application: 5-4-17

NAME OF ORGANIZATION: St. Francis Lions

PERSON RESPONSIBLE: John Frame for the St. Francis Lions

ADDRESS: P.O. 173 St. Francis PHONE: 763-607-3900

DATE OF EVENT: Sat. June 10th 2017

TYPE OF EVENT: Beer Sales for Fire Dept.

LOCATION OF EVENT: Fire Hall

NAME OF INSURANCE COMPANY: West Bend / on file @ City Hall

Liability $25,000/$50.000
Property Damage $5,000
*Copy of Insurance must be attached to application

SIGNATURE OF APPLICANT: John Frame / St. Francis Lions

****

FEE: $25.00

Receipt # ____________
Council Approval: ____________
License # ____________
Council Stipulations: ____________

ACORD®

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 11/28/2016

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	CONTACT
West Bend Mutual Insurance Company 1900 South 18th Avenue West Bend WI 53095	CONTACT NAME: Customer Care Rep PHONE (A/C, No, Ext): (866)926-4244 FAX (A/C, No): (262)365-2200 E-MAIL ADDRESS: customercare@wbmi.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : West Bend Mutual Insurance Company	15350
INSURER B :	
INSURER C :	
INSURER D :	
INSURER E :	
INSURER F :	

INSURED
St Francis Lions Club
PO Box 173

Saint Francis MN 55070

COVERAGES

CERTIFICATE NUMBER: CL16112821427 REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY CLAIMS-MADE [X] OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: [X] POLICY [ ] PRO-JECT [ ] LOC OTHER:			A107856	1/1/2017	1/1/2018	EACH OCCURRENCE	$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 100,000
							MED EXP (Any one person)	$
							PERSONAL & ADV INJURY	$ 1,000,000
							GENERAL AGGREGATE	$ 2,000,000
							PRODUCTS - COMP/OP AGG	$ 2,000,000
							FUNGI	$ 50,000
	AUTOMOBILE LIABILITY ANY AUTO ALL OWNED AUTOS / SCHEDULED AUTOS HIRED AUTOS / NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident)	$
							BODILY INJURY (Per person)	$
							BODILY INJURY (Per accident)	$
							PROPERTY DAMAGE (Per accident)	$
								$
	UMBRELLA LIAB / OCCUR EXCESS LIAB / CLAIMS-MADE DED RETENTION $						EACH OCCURRENCE	$
							AGGREGATE	$
								$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y/N ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N/A					PER STATUTE / OTH-ER	
							E.L. EACH ACCIDENT	$
							E.L. DISEASE - EA EMPLOYEE	$
							E.L. DISEASE - POLICY LIMIT	$
A	Liquor Liability			A107860	1/1/2017	1/1/2018	Each Common Cause	$1,000,000
							Aggregate	$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
St Francis City Hall is listed as additional insured regarding General Liability.

CERTIFICATE HOLDER	CANCELLATION
St Francis City Hall 23340 Cree St NW St Francis, MN 55070-9390	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE Lori Heine/LHEIN Lori Heine

BOLTON & MENK
Real People. Real Solutions.

7533 Sunwood Drive NW
Suite 206
Ramsey, MN 55303-5119

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

May 2, 2017

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

RE: Pay Request No. 22
Wastewater Treatment Improvements
St. Francis, Minnesota
BMI Project No.: R21.109015

Dear Mr. Kohlmann:

Please find enclosed three copies of Pay Request No. 22 for the above referenced project. This pay request is primarily for computer equipment, finish painting, equipment startup and electrical work. The requested and certified amount is $124,228.00.

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

Sincerely,

Bolton & Menk, Inc.

Paul Saffert

Paul Saffert, P. E.
Project Manager

PS/jo

cc: Paul Teicher, City of St. Francis

Enclosures (3 copies, signed Pay Request No. 22)

APPLICATION AND CERTIFICATE FOR PAYMENT

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:	22 3/28/17 to 4/26/17 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..................		$20,720,133.00
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)		$20,720,133.00
7.	LESS PREVIOUS CERTIFICATES FOR PAYMENT......... (Line 6 from prior payment)		$20,595,905.00
8.	CURRENT PAYMENT DUE..		$124,228.00
9.	BALANCE TO FINISH, INCLUDING RETAINAGE............ (Line 3 less Line 6)		$1,112,167.00

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: ____________________

State of Minnesota

Subscribed and sworn to before me this 27th day of April, 2017

Notary Public: ____________________ 1/31/2020
Commission Expiration

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

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.. $124,228.00

ENGINEER: Bolton & Menk, Inc.

By: ____________________ Date: 5/2/17

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	E This Period Percent	E This Period Amount	F 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 1									
1000.000	Mobilization Insurance & Bonds	$360,000	$360,000			$0	$360,000	100.0%	$0
1020.001	General Construction - Allowance	$250,000	$372,539		$4,659	$0	$377,198	150.9%	-$127,198
1020.002	Utility Service - Allowance	$25,000	$19,197			$0	$19,197	76.8%	$5,803
1020.003	Building Permit - Allowance	$150,000	$24,901			$0	$24,901	16.6%	$125,099
Subtotal for	Division 1	$785,000	$776,637		$4,659	$0	$781,296	99.5%	$3,704
						check	$781,296		
Division 2									
2020.000	Biosolids Site Reclamation	$550,000	$181,500			$0	$181,500	33.0%	$368,500
2060.000	Demolition of Existing Wastewater Treatment Facilities	$40,000	$15,000	25.00%	$10,000	$0	$25,000	62.5%	$15,000
2100.000	Site Preparation	$50,000	$50,000			$0	$50,000	100.0%	$0
2110.000	Column Foundation Systems - Allowance	$2,450,000	$2,075,000	1.02%	$25,000	$0	$2,100,000	85.7%	$350,000
2120.000	Rammed Aggregate Pier Soils Reinforcement - Allowance					$0	$0	0.0%	$0
2210.000	Finish Grading	$30,000				$0	$0	0.0%	$30,000
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	$28,000			$0	$28,000	93.3%	$2,000
2370.000	Storm Water Pollution Prevention Plan (SWPP)	$30,000	$29,000			$0	$29,000	96.7%	$1,000
2550.000	Site Utilities	$1,000,000	$1,000,000			$0	$1,000,000	100.0%	$0
2600.000	Roads, Walks & Curbs	$150,000	$50,000			$0	$50,000	33.3%	$100,000
2813.000	Design Build Irrigation System - Allowance	$150,000	$70,000			$0	$70,000	46.7%	$80,000
2830.000	Chain Link Fence & Gates	$15,000				$0	$0	0.0%	$15,000
2835.000	Modular Block Retaining Wall	$10,000	$6,000	30.00%	$3,000	$0	$9,000	90.0%	$1,000
2920.000	Soil Preparation, Seeding & Sodding	$40,000				$0	$0	0.0%	$40,000
2921.000	Prairie Restoration	$10,000				$0	$0	0.0%	$10,000
Subtotal for	Division 2	$5,675,000	$4,624,500.00		$38,000	$0	$4,662,500	82.16%	$1,012,500
		check				Check	$4,662,500		
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	E This Period Percent	E This Period Amount	F 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	E This Period Percent	E This Period Amount	F 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 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	$310,000	7.14%	$25,000	$0	$335,000	95.7%	$15,000
9930.000	Concrete Staining	$15,000	$15,000			$0	$15,000	100.0%	$0
Subtotal for	Division 9	$419,000	$379,000.00		$25,000	$0	$404,000	96.42%	$15,000
		check				Check	$404,000		
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	E This Period: Percent	E This Period: Amount	F 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 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	$634,000	0.16%	$1,000	$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	$108,000	1.82%	$2,000	$0	$110,000	100.0%	$0
11312.000	Recessed Impeller Vortex Pump	$25,000	$23,000	8.00%	$2,000	$0	$25,000	100.0%	$0
11318.000	Screw Impeller Centrifugal Pumps	$25,000	$24,000	4.00%	$1,000	$0	$25,000	100.0%	$0
11320.000	Grit Removal System	$54,000	$53,000	1.85%	$1,000	$0	$54,000	100.0%	$0
11321.000	Grit Separation System	$35,000	$34,000	2.86%	$1,000	$0	$35,000	100.0%	$0
11335.000	Fine Screen	$90,000	$88,000	2.22%	$2,000	$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	$83,000	2.35%	$2,000	$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	$44,000	4.35%	$2,000	$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	$2,362,468.00		$14,000	$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	E This Period Percent	E This Period Amount	F 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 14									
14300.000	Hoisting Equipment	$12,000	$12,000			$0	$12,000	100.0%	$0
14620.000	Portable Hoist	$4,000		100.00%	$4,000	$0	$4,000	100.0%	$0
Subtotal for	Division 14	$16,000	$12,000.00		$4,000	$0	$16,000	100.00%	$0
		check							
Division 15									
15050.000	Industrial Hose & Fittings	$6,000				$0	$0	0.0%	$6,000
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	$48,000	4.00%	$2,000	$0	$50,000	100.0%	$0
15990.000	TAB	$5,000				$0	$0	0.0%	$5,000
Subtotal for	Division 15	$2,736,000	$2,723,000.00		$2,000	$0	$2,725,000	99.60%	$11,000
		check				Check	$2,725,000		
Division 16									
16010.000	Electrical General Provisions	$50,000	$50,000			$0	$50,000	100.0%	$0
16100.000	Basic Materials & Methods	$220,000	$216,000	1.82%	$4,000	$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	$248,000	0.80%	$2,000	$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	$245,000	2.00%	$5,000	$0	$250,000	100.0%	$0
16950.001	Instrumentation & Control	$1,000,000	$990,000	1.00%	$10,000	$0	$1,000,000	100.0%	$0
16950.002	Computer - Allowance	$50,000		31.14%	$15,569	$0	$15,569	31.1%	$34,431
Subtotal for	Division 16	$2,120,000	$2,049,000.00		$36,569	$0	$2,085,569	98.38%	$34,431
		check				Check	$2,085,569		
	Grand Total	$21,832,300	$20,595,905		$124,228	$0	20,720,133	94.91%	$1,112,167

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

Stored Materials & Equipment Summary

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

Pay Req. No. 22
Period Ending: 4/26/2017

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	Mobilization 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. 22
Period Ending: 4/26/2017

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	Acoustical 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

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

Pay Req. No. 22
Period Ending: 4/26/2017

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	$90,000	$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

Invoice

Date	Invoice No.
4/24/2017	7897

totalcontrol SYSTEMS, INC
38841 Nyman Drive NE
P.O. Box 40
Stanchfield, MN 55080-0040

Bill To

Killmer Electric Co., Inc.
5141 Lakeland Avenue North
Crystal, MN 55429

P.O. No.	Terms	Project No.
67084-23405	Net 30	*15142 Comp Allowance*

Quantity	Description	Serviced	Rate	Amount
	St Francis WWTP Computer Allowance Items Including Receipts:			
1	(2) Dell Optiplex 7040 Micro w/22" Monitor, Office H&B 2016 & Adobe Standard, (3) Dell 22" Monitor (for Surface Tablets), (3) Microsoft USB Mouse & Keyboard (for Surface Tablets), (1) Samsung 50" LED 1080p Smart HDTV, (1) Samsung 40" LED 1080p Smart - HDTV.		4,465.39	4,465.39
1	HP Color LaserJet Pro MFP M277dw Printer		374.05	374.05
1	(3) Microsoft Surface Pro 4 128GB/Intel Core i5 4 GB RAM, (3) Office H&B 2016 (for Surface Tablets), (3) Microsoft Surface Dock.		3,883.80	3,883.80
1	(3) Rugged Surface Pro 4 Case.		942.85	942.85
1	(2) LED TV Mounts		99.61	99.61
1	(15) Cisco WAP571E Wireless-AC/N		5,803.10	5,803.10
	MN State Sales Tax		6.875%	0.00
		Payments/Credits		*$0.00*

PLEASE REMIT PAYMENT TO: PO BOX 40.
THANK YOU!

Total **$15,568.80**

Balance Due **$15,568.80**

#15142 - ST FRANCIS - COMPUTER ALLOWANCE

amazon.com

Details for Order #115-6668021-8365850
Print this page for your records.

Order Placed: January 30, 2017
Amazon.com order number: 115-6668021-8365850
Order Total: $99.61

Not Yet Shipped

Items Ordered	Price
1 of: *Mount-It! Tilting TV Wall Mount for 32" 40" 47" 50" 55" Samsung, Sony, Vizio, LG, Sharp TVs with Low Profile Design up to VESA 600x400mm, Black* Sold by: Value Max (seller profile) Condition: New	$29.99
1 of: *Mount-It! MI-484C Articulating Corner Mount for TV Premium Swivel Full Motion Wall Bracket for 37-63 inch Screen LCD OLED Plasma 4K Flat Panel Screens VESA up to 800x400, 132 lb Capacity, Black* Sold by: Amazon.com LLC Condition: New	$64.99

Shipping Address:
Kraig LaFreniere
4900 177th Ave NW
Ramsey, MN 55303
United States

Shipping Speed:
Two-Day Shipping

Payment information

Payment Method:
MasterCard | Last digits: 7016

Billing address
Al Doberstein
38841 Nyman Drive NE
PO Box 40
Stanchfield, MN 55080
United States

Item(s) Subtotal:	$94.98
Shipping & Handling:	$0.00

Total before tax:	$94.98
Estimated tax to be collected:	$4.63

Grand Total:	**$99.61**

To view the status of your order, return to Order Summary.

View/Print Cart

#15142 - ST FRANCIS COMPUTER ALLOWANCE

Print Page

Date and Time: January 30, 2017 1:35 PM CST

Shipping & Handling Method
3-5 Day Delivery$0.00

Contact Information
Ship To
Kraig LaFreniere
Total Control Systems, Inc.
4900 177th Ave NW
Ramsey, MN 55303 3381
763 2867365
612 8683473

E-mail Receipt To
kraigl@tcsinfo.com

Payment Method
Pay with one credit/debit card online
Pay with one credit/debit card online
$4,465.39
Al Doberstein
MASTER,************7016

Al Doberstein
Total Control Systems, Inc.
38841 Nyman Drive NE
PO Box 40
Stanchfield, MN 55080 0040
320 3964442

Description

Samsung 50" Smart LED UN50J6200AF HDTV
Date & Time: January 30, 2017 6:41 PM CST

SYSTEM COMPONENTS

Samsung 50" Smart LED UN50J6200AF HDTV	Qty	1
Samsung 50 Inch LED Smart TV UN50J6200AF HDTV	Unit Price	$949.99
Estimated Delivery: 02/06-02/09		
Save Today! Limited Time Offer!		- $470.00
Catalog Number: 4 SUN50J6200AF		

Module	Description	Show Details
Samsung Television	Samsung 50 Inch LED Smart TV UN50J6200AF HDTV	

ACCESSORIES

Dell 1-Year Extended Product Protection Plan for TVs & Monitors	Qty	1
Dell Part# 926-3317	Unit Price	$44.99
Estimated Delivery: 2/3/2017		
Manufacturer Part# 94443 Dell Part# 926-3317		

TOTAL: $524.98


Samsung 40" Smart LED UN40J6200 HDTV
Date & Time: January 30, 2017 6:36 PM CST

SYSTEM COMPONENTS

Samsung 40" Smart LED UN40J6200 HDTV	Qty	1
Samsung 40 Inch LED Smart TV UN40J6200AF HDTV	Unit Price	$649.99
Estimated Delivery: 2/6/2017		
Save Today! Limited Time Offer!		- $300.00
Catalog Number: 4 SUN40J6200		

Module	Description	Show Details
Base	Samsung 40 Inch LED Smart TV UN40J6200AF HDTV	

ACCESSORIES

Dell 1-Year Extended Product Protection Plan for TVs & Monitors	Qty	1
Dell Part# 926-3307	Unit Price	$34.99
Estimated Delivery: 2/3/2017		
Manufacturer Part# 94443 Dell Part# 926-3307		

TOTAL: $384.98

Dell Wired Keyboard with Optical Mouse - MS116	Qty	3
	Unit Price	$39.98
Estimated Delivery: 2/2/2017		
Manufacturer Part# 00001 Dell Part# 203-BBGT		
Save Today! Limited Time Offer!		- $30.00

TOTAL: $89.94


Dell 22 Monitor - E2216H
Date & Time: January 30, 2017 6:11 PM CST

SYSTEM COMPONENTS

Dell 22 Monitor - E2216H	Qty	3
Dell 22 Monitor - E2216H	Unit Price	$159.99
Estimated Delivery: 2/7/2017		

Save Today! Limited Time Offer!	- $90.00
BOGO - 50% total Savings on second monitor of equal or lesser value! Expires Monday, February 06, 2017	- $50.00

Catalog Number: 4 E2216HSAP

Module	Description	Show Details
Dell 22 Monitor - E2216H	Dell 22 Monitor - E2216H	
Service	3 Years Advanced Exchange Service	

TOTAL: $339.97

OptiPlex 7040 Micro

Date & Time: January 30, 2017 6:12 PM CST

SYSTEM COMPONENTS

OptiPlex 7040 Micro	Qty	2
OptiPlex 7040 Micro Form Factor BTX, Windows 7 Professional English, French, Spanish 64bit (Includes Windows 10 Pro License)	Unit Price	$1,726.40

Estimated Delivery: 2/2/2017

Save 33% off on select New OptiPlex 7040 Business PCs. Special Offer!	- $1,158.85

Limited time offer! Receive special savings on 3 and 4 years of ProSupport and ProSupport Plus.
Limited Time Offer!

35% off starting price with coupon SAVE35 in cart.
Limited Time Offer!

Catalog Number: 4 S01207040MFFUS

Module	Description	Show Details
Processor	Intel® Core™ i7-6700T Processor (Quad Core, 8MB, 8T, 2.8GHz, 35W)	
Operating System	Windows 7 Professional English, French, Spanish 64bit (Includes Windows 10 Pro License)	
Microsoft Application Software	Microsoft Office Home and Business 2016	
Memory	8GB (1x8G) 2133MHz DDR4 Memory	
Hard Drive	2.5 inch 500GB 7200rpm Hard Disk Drive	
Additional Hard Drive	No Additional Hard Drive	
Video Card	Intel® Integrated Graphics	
Wireless	Intel® Dual Band Wireless 8260 (802.11ac) + Bluetooth	
Driver	Intel® DB WLAN 8260 Software	
Serial Port/PS2 Adapter	No Accessories	
Chassis Options	OptiPlex 7040 MFF with 65W up to 87% efficient Adaptor	
Cables and Dongles	NO ADAPTER	
Keyboard	Dell KB216 Wired Keyboard English Black	
Mouse	Dell USB Laser 6-Button Mouse	
Systems Management	Intel vPro Technology Enabled	
Non-Microsoft Application Software	OS Recovery	
Operating System Media	Windows 10 OS Recovery 64bit - DVD	
Adobe Photo and Productivity Software	Adobe Acrobat Standard DC	
E-Star	ENERGY STAR Version 6.0	
OptiPlex 7040 MFF	OptiPlex 7040 Micro Form Factor BTX	
Regulatory Label	Regulatory Label	
Power Cord	US110V US Power Cord	
Stands and Mounts	No Integrated Stand option	
Dell Threat Protection and Endpoint Security Suite	No Dell Data Protection | Endpoint Security Suite Software	
Dell Data Security Encryption	No DDPE Encryption Software	
FGA Module	7040MFF_2H16_012/US/BTS	
Placemat	No Quick Reference Guide	
Transportation from ODM to region	BTS/BTP Shipment	
Processor Branding	Intel Core i7 Label for VPRO	
Documentation/Disks	Safety/Environment and Regulatory Guide (English/French Multi-language)	
Canada Ship Options	US No Canada Ship Charge	
UPC Label	Print on Demand Label	
Packaging	Shipping Material for Micro System	
CompuTrace Offerings + Stoptrack Label	No Computrace	
Hard Drive Software	NO INTEL RESPONSIVE	
TPM Security	TPM	
Diagnostic CD / Diskette	No Diagnostic/Recovery CD media	
Power Supply	65W AC Adapter	
Hardware Support Services	3 Year Hardware Service with Onsite/In-Home Service After Remote Diagnosis	
External Speakers	No External Speaker	

ACCESSORIES

Dell External USB Slim DVD+/-RW Optical Drive	Qty	2
Dell Part# 429-AAUX	Unit Price	$59.99
Estimated Delivery: 2/2/2017		
Manufacturer Part# DTJ0R Dell Part# 429-AAUX		
Save Today! Limited Time Offer!		- $20.00
Dell USB SoundBar AC511	Qty	2
Dell Part# 318-2885	Unit Price	$34.99
Estimated Delivery: 2/2/2017		
Manufacturer Part# NCW95 Dell Part# 318-2885		
Save Today! Limited Time Offer!		- $20.00
Dell Adapter - DisplayPort to HDMI	Qty	2
Dell Part# 470-AANI	Unit Price	$24.99
Estimated Delivery: 2/3/2017		
Manufacturer Part# HJ0J2 Dell Part# 470-AANI		
Dell OptiPlex Micro All in One Mount - Desktop to monitor mounting kit	Qty	2
Dell Part# 482-BBBZ	Unit Price	$49.99
Estimated Delivery: 2/3/2017		

Dell 22 Monitor - E2216H	Qty	2
Dell 22 Monitor - E2216H	Unit Price	$159.99
Estimated Delivery: 2/7/2017		
Save Today! Limited Time Offer!		- $80.00
Catalog Number: 4 E2216HCC		

Module	Description	Show Details
Dell 22 Monitor - E2216H	Dell 22 Monitor - E2216H	
Service	3 Years Advanced Exchange Service	

TOTAL: $2,833.85

FREE 3-5 Day Shipping on Electronics, Software & Accessories
Limited Time Offer!

	Total Price
Sub-total	$4,173.72
Shipping & Handling	$51.99
Shipping & Handling Discount	-$51.99
Tax*	$291.67
*Exemptions reflected in final checkout page only	
Total Price[1]	$4,465.39

In the event that you are subject to a tax holiday, you will not be charged tax.
Learn More

#15142 - ST FRANCIS - COMPUTER ALLOWANCE

Thank you for placing your order!

$374.05

Your Order

Product	Total

Order Details

Sub-Total	
Discount applied	
Shipping & handling	Free
MN tax	
Total	

Order status · Manage subscriptions · Returns & Exchanges

Need help?

Contact us now

Disclaimer

#15142 - ST FRANCIS - COMPUTER ALLOWANCE

Microsoft

Your order is being processed.

Your order number: 9963820678

If you have purchased a digital download product (for example, Office, Windows, or Xbox LIVE digital code), your order should be processed and available to download within the next 20 minutes. If you have purchased a physical product that will be shipped to you, your order should be processed within the next 1-2 hours. Please note that a small percentage of orders may take up to 4 hours to process.

Microsoft Surface Pro 4 - 128GB / Intel Core i5 ~~$2,997.00~~ $2,397.00 Qty: 3

128GB / Intel Core i5 - 4GB RAM

Once your order is processed, we'll send you a confirmation email.

Like 1.7K

Pinit (http://pinterest.com/pin/create/button/?url=http%3A%2F%2Fwww.microsoftstore.com%2Fstore%2Fmsusa%2Fen_US%2Fpdp%2FproductID.5072641000&media=&description=)

Tweet

Office Home & Business 2016 ~~$689.97~~ $629.97 Qty: 3

For 1 PC. Download.

Like 50

Pinit (http://pinterest.com/pin/create/button/?url=http%3A%2F%2Fwww.microsoftstore.com%2Fstore%2Fmsusa%2Fen_US%2Fpdp%2FproductID.323023000&media=&description=)

Tweet

Microsoft Surface Dock $599.97 Qty: 3

Once your order is processed, we'll send you a confirmation email.

Like 44

Pinit (http://pinterest.com/pin/create/button/?url=http%3A%2F%2Fwww.microsoftstore.com%2Fstore%2Fmsusa%2Fen_US%2Fpdp%2FproductID.325725200&media=&description=)

Tweet

Shipping:	$0.00
Subtotal:	$3,626.94
Sales Tax:	$256.86
Total:	$3,883.80

Ship to:

Kraig LaFreniere
4900 177th Ave NW
Ramsey, MN 55303
United States
7632867365

Bill to:

Al Doberstein
38841 Nyman Drive NE
PO Box 40
Stanchfield, MN 55080
United States
320396-4442

ending in 7016

Continue shopping (/store/msusa/en_US/ContinueShopping/ThemeID.33363200)

MobileDemand
(https://www.ruggedtabletpc.com/)

Search this site...

#15142 - ST FRANCIS - COMPUTER ALLOWANCE

(http://shopping.netsuite.com/app/site/query/customercenterredirect.nl?c=3395943&n=1&ext=T)

(http://shop.ruggedtabletpc.com/checkout/cart.ssp?sc=3&ck=rRJ8204DAlNCRosT&vid=rRJ8204DAlpCRsqg&cktime=131772&cart=2045&ext=T)

Thank you for shopping with us!
We received your order and will process it right away.

Your order number is **414-SO40172.**

You will receive an email with this confirmation in a few minutes.

Continue shopping (/)

Billing Address

Total Control Systems, Inc.
Al Doberstein
38841 Nyman Drive NE
PO Box 40
Stanchfield Minnesota 55080
United States
(320) 396-4442

Payment Type

- Ending in 7016
Al Doberstein
Expires 8/2020

Shipping Address

Total Control Systems, Inc.
Kraig LaFreniere
4900 177th Ave NW
Ramsey Minnesota 55303
United States
(763) 286-7365

Shipping Method

UPS Ground : $28.18

Order Summary

Subtotal (9 items)	**$914.67**
Shipping (Please allow 2-3 business days for processing)	$28.18
Tax	$0.00
Total	**$942.85**

Mobile Demand Shipping Options (https://system.netsuite.com/core/media/media.nl?id=967517&c=3395943&h=665e77ef4c58ca2a9847&_xt=.pdf)

Items

Items	Total
Type Cover Keyboard $129.99 SKU: #SP4TC-R9Q-00001 Qty: 3	$389.97 In Stock
Surface Pro 4 Screen Protector $49.95 SKU: #SP4-SP Qty: 3	$149.85 In Stock
Surface Pro 4 Premium Rugged Case $124.95 SKU: #CASE-SURFP4-P Qty: 3	$374.85 In Stock

Follow MobileDemand (https://www.linkedin.com/company/mobiledemand) (https://twitter.com/ruggedtabletpc) (https://www.youtube.com/user/ruggedtabletpc) (https://www.facebook.com/TabletPC/) (https://plus.google.com/+Ruggedtabletpc/about)

Share this page (https://www.linkedin.com/shareArticle?mini=true&url=https://www.ruggedtabletpc.com/blankpage) (https://twitter.com/intent/tweet?url=https://www.ruggedtabletpc.com/blankpage&via=RuggedTabletPC) (https://facebook.com/sharer.php?u=https://www.ruggedtabletpc.com/blankpage)

Our Products

Sales and Savings (https://www.ruggedtabletpc.com/surface-case-bundle-rugged-tablet-sale-savings)

Help

Contact Us (https://www.ruggedtabletpc.com/contact)
Service RMA Request (https://www.ruggedtabletpc.com

#15142 - ST FRANCIS - COMPUTER ALLOWANCE

PROVANTAGE

ORDER NUMBER 7251206 **PO NUMBER 15142**

Ordered by
KRAIG LAFRENIERE
kraigl@tcsinfo.com
(763) 286-7365
End-user

Placed on
Monday, March 6, 2017

Payment by
MasterCard ending in 7016

Billing address
AL DOBERSTEIN
38841 NYMAN DRIVE NE
STANCHFIELD , MN 55080 USA

Shipping address
KRAIG LAFRENIERE
4900 177TH AVE NW
RAMSEY , MN 55303 USA

Code	Qty	Description	Each
CSC8A50	15	Wireless AC/N Dual Radio Outdoor Access Point FCC	382.31
		Subtotal:	5734.65
		Shipping:	68.45
		Total:	**5803.10**

Provantage LLC 7576 Freedom Ave NW, North Canton, OH 44720 USA
800-336-1166 - Sales@provantage.com

City of St. Francis

CITY COUNCIL
AGENDA REPORT
Agenda Item #:
4 E

TO: Joe Kohlmann, City Administrator

FROM: Darcy Mulvihill, Finance Director

SUBJECT: **Donation Approval**

DATE: 05-11-2017

OVERVIEW:

The City has received a donation of $100.00 from the St. Francis American Legion. The donation is for the police department for the bike rodeo.

ACTION TO BE CONSIDERED:

Approved under consent agenda to accept the donation.

BUDGET IMPLICATION:

Pays for part of the costs of the bike rodeo.

City of St. Francis

CITY COUNCIL
AGENDA REPORT
Agenda Item #:
4F

TO: Joe Kohlmann, City Administrator

FROM: Darcy Mulvihill, Finance Director

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

DATE: 05-11-2017

OVERVIEW:

Attached are the bills received since the last council meeting. Total checks to be written are $121,996.96 plus any additional bills that are handed out on Monday night. There is 1 direct transfers totaling $124,228.00 for Gridor (WWTP). Also to be approved are the March transfers totaling $119,031.59.

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:

- 05-15-2017 Packet List
- 05-15-2017 Other Checks

City of St. Francis

05/11/2017 1:18 pm

PAYMENT BATCH AP 5-15-17

ACE SOLID WASTE, INC.

05/01/2017	2748342	E 101-42110-384	Refuse/Garbage Disposal	GARBAGE	78.12
05/01/2017	2748342	E 101-42210-384	Refuse/Garbage Disposal	GARBAGE	38.56
05/01/2017	2748342	E 101-43100-384	Refuse/Garbage Disposal	GARBAGE	19.53
05/01/2017	2748342	E 101-43100-384	Refuse/Garbage Disposal	GARBAGE	49.97
05/01/2017	2748342	E 101-43210-384	Refuse/Garbage Disposal	GARBAGE	15.22
05/01/2017	2748342	E 101-45200-384	Refuse/Garbage Disposal	GARBAGE	19.53
05/01/2017	2748342	E 101-45200-384	Refuse/Garbage Disposal	GARBAGE	49.97
05/01/2017	2748342	E 601-49440-384	Refuse/Garbage Disposal	GARBAGE	19.53
05/01/2017	2748342	E 601-49440-384	Refuse/Garbage Disposal	GARBAGE	39.53
05/01/2017	2748342	E 602-49490-384	Refuse/Garbage Disposal	GARBAGE	19.53
05/01/2017	2748342	E 602-49490-384	Refuse/Garbage Disposal	GARBAGE	39.53
05/01/2017	2748342	E 609-49750-384	Refuse/Garbage Disposal	GARBAGE	153.35
					$542.37

AIRGAS NORTH CENTRAL

04/30/2017	9944357115	E 101-43100-217	Other Operating Supplies	CYL RENTAL	11.16
04/30/2017	9944357115	E 101-43210-217	Other Operating Supplies	CYL RENTAL	11.16
04/30/2017	9944357115	E 101-45200-217	Other Operating Supplies	CYL RENTAL	11.16
04/30/2017	9944357115	E 601-49440-217	Other Operating Supplies	CYL RENTAL	11.16
04/30/2017	9944357115	E 602-49490-217	Other Operating Supplies	CYL RENTAL	11.16
					$55.80

ANOKA AREA CHAMBER OF COMMERC

05/01/2017	018194	E 101-41400-433	Dues and Subscriptions	Annual membership	230.00
					$230.00

ANOKA COUNTY TREASURY DEPT.

05/01/2017	B170501P	E 101-42110-321	Telephone	BROADBAND	37.50
05/01/2017	B170501P	E 101-42210-321	Telephone	BROADBAND	37.50
05/01/2017	B170501P	E 101-43100-321	Telephone	BROADBAND	37.50
05/01/2017	B170501P	E 101-45200-321	Telephone	BROADBAND	37.50
05/01/2017	B170501P	E 601-49440-321	Telephone	BROADBAND	37.50
05/01/2017	B170501P	E 602-49490-321	Telephone	BROADBAND	37.50
					$225.00

ARTISAN BEER COMPANY

04/26/2017	3173902	E 609-49751-252	Beer For Resale	BEER	83.00
					$83.00

ASPEN MILLS

02/02/2017	193592	E 101-42210-437	Uniform Allowance	REPATCHING	54.00
02/09/2017	193841	E 101-42210-437	Uniform Allowance	PATCHES	48.00
03/30/2017	196043	E 101-42210-437	Uniform Allowance	METAL NAME TAG	22.85
					$124.85

AXON ENTERPRISE, INC

05/03/2017	SI1481055	E 101-42110-237	Small Equipment	TASERS	2,240.76
					$2,240.76

BERNICK COMPANIES, THE

04/28/2017	43641	E 609-49751-254	Miscellaneous Merchandise	MISC	20.00
04/28/2017	43642	E 609-49751-252	Beer For Resale	BEER	180.00
					$200.00

BREAKTHRU BEVERAGE

04/27/2017	1080626965	E 609-49751-206	Freight and Fuel Charges	FREIGHT	14.58

04/27/2017	1080626965	E 609-49751-251	Liquor For Resale	LIQUOR	830.53
04/27/2017	1080626966	E 609-49751-252	Beer For Resale	BEER	43.00
05/04/2017	1080630189	E 609-49751-206	Freight and Fuel Charges	FREIGHT	24.75
05/04/2017	1080630189	E 609-49751-251	Liquor For Resale	LIQUOR	1,688.24
05/04/2017	1080630189	E 609-49751-253	Wine For Resale	WINE	60.00
05/04/2017	1080630190	E 609-49751-252	Beer For Resale	BEER	130.50
					$2,791.60
CAPITOL BEVERAGE SALES, L.P					
05/05/2017	1856135	E 609-49751-252	Beer For Resale	BEER	149.50
					$149.50
CHETS SAFETY SALES, INC.					
04/26/2017	S15158	E 101-43100-417	Uniform Clothing & PPE	SAFTEY BOOTS	308.91
04/26/2017	S15158	E 101-43210-417	Uniform Clothing & PPE	SAFTEY BOOTS	308.91
04/26/2017	S15158	E 101-45200-417	Uniform Clothing & PPE	SAFTEY BOOTS	308.91
04/26/2017	S15158	E 601-49440-417	Uniform Clothing & PPE	SAFTEY BOOTS	308.91
04/26/2017	S15158	E 602-49490-417	Uniform Clothing & PPE	SAFTEY BOOTS	308.91
					$1,544.55
COUNTY MARKET - CITY ACCOUNT					
04/26/177	.0417	E 101-42210-212	Motor Fuels	FUEL	59.40
04/05/2017	.0417	E 101-42210-212	Motor Fuels	FUEL	33.31
04/20/2017	.0417	E 101-42210-212	Motor Fuels	FUEL	37.60
					$130.31
COURIER, THE					
05/05/2017	92759	E 609-49750-340	Advertising	STANDARD MONTHLY AD	79.00
05/05/2017	92776	E 101-41400-352	General Notices and Pub Info	MEMORIAL DAY AD	35.00
05/05/2017	92776	E 101-43210-439	Recycling Days	RECYCLING AD	118.00
05/05/2017	92776	E 601-49440-352	General Notices and Pub Info	DRINKING WATER AD	487.50
					$719.50
CRYSTAL SPRINGS ICE					
05/02/2017	003.B003595	E 609-49751-254	Miscellaneous Merchandise	MISC	175.78
					$175.78
DAHLHEIMER DIST. CO. INC.					
04/26/2017	145976	E 609-49751-252	Beer For Resale	BEER	14,722.40
04/26/2017	145976	E 609-49751-254	Miscellaneous Merchandise	MISC	264.00
05/03/2017	146824	E 609-49751-252	Beer For Resale	BEER	6,328.60
					$21,315.00
ECM PUBLISHERS, INC.					
04/30/2017	485590	E 101-41910-318	Economic Development	ANOKA AREA CHAMBER MAP	295.00
					$295.00
ECO SHRED MN					
04/30/2017	19240	E 101-43210-439	Recycling Days	PAPER SHRED - RECYCLE DAY(	750.00
					$750.00
ELECTRIC SIGN & LIGHTING, INC.					
04/20/2017	19484	E 101-42210-401	Repairs/Maint Buildings	REPAIRED PHOTO CELL	112.50
					$112.50
ELITE SANITATION					
04/26/2017	23900	E 101-45200-402	Janitorial Service	PORTABLE TOILET RENTAL	678.00
04/26/2017	23901	E 101-45200-402	Janitorial Service	PROTABLE TOILET RENTAL	92.00
					$770.00
EVERGREEN RECYCLING LLC					
04/27/2017	2026	E 101-43210-439	Recycling Days	MATRESS RECYCLING	242.00
					$242.00
FREEDOM SERVICES, INC.-FD					
05/05/2017	19151	G 101-21706	Flex Account	JUNE FLEX	373.34
					$373.34

FREEDOM SERVICES, INC-MA					
05/05/2017	19152	E 101-41540-301	Auditing and Acct g Services	Admin Fee	95.20
					$95.20
G&K SERVICES, INC					
05/02/2017	6043759761	E 609-49750-219	Rug Maintenance	RUG MAINT	11.23
05/02/2017	6043759763	E 602-49490-417	Uniform Clothing & PPE	UNIFORM MAINT	9.31
05/09/2017	6043765442	E 101-43100-402	Janitorial Service	RUGS & SUPPLIES	48.08
05/09/2017	6043765443	E 602-49490-417	Uniform Clothing & PPE	UNIFORM MAINT	9.31
					$77.93
GOPHER STATE ONE-CALL					
04/30/2017	7040734	E 601-49440-442	Gopher State	119 BILLABLE TICKETS	80.33
04/30/2017	7040734	E 602-49490-442	Gopher State	119 BILLABLE TICKETS	80.32
					$160.65
GRANITE CITY JOBBING CO.					
04/25/2017	45093	E 609-49751-206	Freight and Fuel Charges	FREIGHT	4.25
04/25/2017	45093	E 609-49751-254	Miscellaneous Merchandise	MISC	48.29
04/25/2017	45093	E 609-49751-256	Tobacco Products For Resale	TOBACCO	967.36
05/02/2017	45951	E 609-49750-210	Operating Supplies	OPERATING	39.21
05/02/2017	45951	E 609-49751-206	Freight and Fuel Charges	FREIGHT	4.25
05/02/2017	45951	E 609-49751-254	Miscellaneous Merchandise	MISC	14.76
05/02/2017	45951	E 609-49751-256	Tobacco Products For Resale	TOBACCO	673.08
05/02/2017	45951	G 101-20810	Sales Tax Payable	USE TAX	(0.96)
					$1,750.24
GRATITUDE FARMS					
04/30/2017	.0417	E 101-42700-311	Contract	APRIL ANIMALS	350.00
					$350.00
GREAT LAKES COCA-COLA					
05/02/2017	3608202975	E 609-49751-254	Miscellaneous Merchandise	MISC	875.00
					$875.00
GREEN LIGHTS RECYCLING, INC.					
04/30/2017	17-3169	E 101-43210-439	Recycling Days	RECYCLING	1,072.20
					$1,072.20
HACH COMPANY					
05/01/2017	10433626	E 602-49490-235	Lab Supplies	CHEMICALS	409.80
					$409.80
HAKANSON ANDERSON ASSOC., INC.					
04/30/2017	37931	E 101-42400-303	Engineering Fees	BUILDING REVIEWS FOR CITY	695.25
					$695.25
HANSON, MYRTICE					
05/10/2017	.0517	R 603-37400	Storm Water Fees	REFUND SPECIAL	66.00
					$66.00
HAWKINS, INC.					
04/28/2016	4066035	E 602-49490-216	Chemicals and Chem Products	CHEMICALS	309.00
04/28/2017	4066008	E 601-49440-216	Chemicals and Chem Products	CHEMICALS	603.00
					$912.00
HOISINGTON KOEGLER GROUP, INC					
05/07/2017	016-043-11	E 101-41910-318	Economic Development	ST. FRANCIS DOWNTOWN PLAI	1,475.00
05/07/2017	017-001-3	E 101-41910-307	Comp Plan/Wetland Fees	ST. FRANCIS COMP PLAN	2,030.84
					$3,505.84
INNOVATIVE OFFICE SOLUTIONS, L					
04/21/2017	IN1586528	E 101-42110-200	Office Supplies	OFFICE SUPPLIES	93.65
04/27/2017	IN1592057	E 101-42110-200	Office Supplies	OFFICE SUPPLIES	149.52
04/27/2017	IN1592057	E 101-43100-200	Office Supplies	OFFICE SUPPLIES	91.49
05/01/2017	SCN-059931	E 101-42110-200	Office Supplies	OFFICE SUPPLIES	(17.39)
05/03/2017	IN1599840	E 101-43100-200	Office Supplies	OFFICE SUPPLIES	10.47
05/03/2017	IN1600603	E 101-42110-200	Office Supplies	OFFICE SUPPLIES	94.93

					$422.67
ISD #15					
06/01/2016	2581	E 101-42110-221	Vehicle Repair & Maintenance	2014 DODGE CHARGER MAINT	58.22
10/19/2016	2790	E 601-49440-221	Vehicle Repair & Maintenance	TIRE MT & BAL	42.75
10/19/2016	2790	E 602-49490-221	Vehicle Repair & Maintenance	TIRE MT & BAL	42.75
					$143.72
JJ TAYLOR DISTRIBUTING					
04/26/2017	2688458	E 609-49751-206	Freight and Fuel Charges	FREIGHT	3.00
04/26/2017	2688458	E 609-49751-252	Beer For Resale	BEER	941.10
05/03/2017	2688519	E 609-49751-206	Freight and Fuel Charges	FREIGHT	3.00
05/03/2017	2688519	E 609-49751-252	Beer For Resale	BEER	2,605.35
					$3,552.45
JOHNSON BROS WHLSE LIQUOR					
04/26/2017	5710310	E 609-49751-206	Freight and Fuel Charges	FREIGHT	39.52
04/26/2017	5710310	E 609-49751-251	Liquor For Resale	LIQUOR	2,711.30
04/26/2017	5710311	E 609-49751-206	Freight and Fuel Charges	FREIGHT	27.36
04/26/2017	5710311	E 609-49751-253	Wine For Resale	WINE	972.10
04/26/2017	5710312	E 609-49751-252	Beer For Resale	BEER	336.75
05/03/2017	5716293	E 609-49751-206	Freight and Fuel Charges	FREIGHT	7.60
05/03/2017	5716293	E 609-49751-251	Liquor For Resale	LIQUOR	542.25
05/03/2017	5716294	E 609-49751-206	Freight and Fuel Charges	FREIGHT	3.04
05/03/2017	5716294	E 609-49751-253	Wine For Resale	WINE	83.00
					$4,722.92
KOEP, TOM					
05/09/2017	.0517	E 101-43100-212	Motor Fuels	FUEL FOR SIGN TRUCK	57.00
					$57.00
LARSON, GABRIELLA					
05/10/2017	2447	G 601-22200	Deferred Revenues	REFUND ACCT#2447	24.12
					$24.12
LEPAGE & SONS					
05/07/2017	61659	E 101-43210-439	Recycling Days	RECYCLING	766.00
					$766.00
MCDONALD DIST CO.					
04/27/2017	371321	E 609-49751-252	Beer For Resale	BEER	11,877.25
05/04/2017	373459	E 609-49751-252	Beer For Resale	BEER	3,115.90
05/04/2017	373459	E 609-49751-254	Miscellaneous Merchandise	MISC	36.00
					$15,029.15
MEDTOX LABORATORIES, INC.					
04/30/2017	04201795907	E 101-43100-441	Miscellaneous	MED TESTING	47.92
04/30/2017	04201795907	E 101-45200-441	Miscellaneous	MED TESTING	47.94
04/30/2017	04201795907	E 601-49440-441	Miscellaneous	MED TESTING	47.92
04/30/2017	04201795907	E 602-49490-441	Miscellaneous	MED TESTING	47.92
					$191.70
METRO SALES, INC.					
04/26/2017	INV784081	E 101-41400-200	Office Supplies	COPIES	71.39
04/26/2017	INV784081	E 101-42110-200	Office Supplies	COPIES	71.39
04/26/2017	INV784081	E 101-42400-200	Office Supplies	COPIES	71.39
04/26/2017	INV784081	E 101-43100-200	Office Supplies	COPIES	71.39
04/26/2017	INV784081	E 101-45200-200	Office Supplies	COPIES	71.39
04/26/2017	INV784081	E 601-49440-200	Office Supplies	COPIES	71.39
04/26/2017	INV784081	E 602-49490-200	Office Supplies	COPIES	71.39
04/26/2017	INV784081	E 609-49750-200	Office Supplies	COPIES	71.41
					$571.14
MIDCONTINENT COMMUNICATIONS					
05/02/2017	1333509018713	E 101-41940-321	Telephone	CITY HALL	36.83
05/02/2017	1333509018713	E 101-42110-321	Telephone	Police	16.78
05/02/2017	1333509018713	E 101-43100-321	Telephone	Public Works	16.78
05/02/2017	1333509018713	E 601-49440-321	Telephone	WATER PLANT	150.00
05/02/2017	1333509018713	E 601-49440-321	Telephone	WELL HOUSE	150.00

05/02/2017	1333509018713	E 609-49750-321	Telephone	LIQUOR STORE	150.00
					$520.39
MINUTEMAN PRESS					
05/08/2017	977066	E 101-41910-307	Comp Plan/Wetland Fees	STF FORWARD POSTCARD	860.93
					$860.93
NORTH ANOKA PLUMBING					
05/02/2017	6096	E 602-49490-229	Project Repair & Maintenance	WWTP VALVE	175.00
					$175.00
NORTH MEMORIAL OCCUPATIONAL ME					
05/02/2017	00027787-00	E 101-43100-441	Miscellaneous	DOT ALCH TEST - SHOOK	27.00
					$27.00
NORTH METRO TREE SERVICE INC.					
03/30/2017	033017	E 101-45200-311	Contract	TREE AND BRUSH REMOVAL	2,700.00
04/24/2017	April 24 & 25	E 101-43210-439	Recycling Days	CHIPPED BRUSH FOR RECYCLII	2,325.00
04/25/2017	.042517	E 101-43100-311	Contract	CLEARED TWO TREES	375.00
					$5,400.00
NORTHERN AIR CORPORATION					
05/01/2017	137983	E 101-42110-401	Repairs/Maint Buildings	MAY BI-ANNUAL PM INVOICE	177.60
05/01/2017	137983	E 101-43100-401	Repairs/Maint Buildings	MAY BI-ANNUAL PM INVOICE	177.60
05/01/2017	137983	E 101-45200-401	Repairs/Maint Buildings	MAY BI-ANNUAL PM INVOICE	177.60
05/01/2017	137983	E 601-49440-401	Repairs/Maint Buildings	MAY BI-ANNUAL PM INVOICE	177.60
05/01/2017	137983	E 602-49490-401	Repairs/Maint Buildings	MAY BI-ANNUAL PM INVOICE	177.60
					$888.00
NORTHWEST ASSOC. CONSULTANTS					
05/02/2017	22931	E 101-41910-311	Contract	CITY PROJECTS	162.00
					$162.00
OLSON POWER AND EQUIPMENT, INC					
04/06/2017	27707	E 101-43100-218	Equipment Repair & Maintenance	PARTS	608.95
					$608.95
PACE ANALYTICAL SERVICES					
04/27/2017	171278604	E 602-49490-313	Sample Testing	SAMPLE TESTING	59.00
04/27/2017	171278605	E 602-49490-313	Sample Testing	SAMPLE TESTING	59.00
05/05/2017	171278915	E 602-49490-313	Sample Testing	SAMPLE TESTING	74.00
05/05/2017	171278929	E 602-49490-313	Sample Testing	SAMPLE TESTING	85.50
					$277.50
PAUSTIS WINE COMPANY					
05/01/2017	8588304-IN	E 609-49751-206	Freight and Fuel Charges	FREIGHT	8.75
05/01/2017	8588304-IN	E 609-49751-253	Wine For Resale	WINE	567.00
					$575.75
PHILLIPS WINE & SPIRITS CO.					
04/26/2017	2157341	E 609-49751-206	Freight and Fuel Charges	FREIGHT	56.24
04/26/2017	2157341	E 609-49751-251	Liquor For Resale	LIQUOR	4,119.74
04/26/2017	2157342	E 609-49751-206	Freight and Fuel Charges	FREIGHT	65.36
04/26/2017	2157342	E 609-49751-253	Wine For Resale	WINE	1,919.50
04/26/2017	2157343	E 609-49751-206	Freight and Fuel Charges	FREIGHT	1.52
04/26/2017	2157343	E 609-49751-254	Miscellaneous Merchandise	MISC	42.50
05/03/2017	2161062	E 609-49751-206	Freight and Fuel Charges	FREIGHT	18.24
05/03/2017	2161062	E 609-49751-251	Liquor For Resale	LIQUOR	1,282.15
05/03/2017	2161063	E 609-49751-206	Freight and Fuel Charges	FREIGHT	48.64
05/03/2017	2161063	E 609-49751-253	Wine For Resale	WINE	1,413.00
					$8,966.89
PRECISION PLUMBING					
05/04/2017	17129	R 101-32212	Plumbing	REFUND-OVERPAID	20.00
					$20.00
QUILL CORPORATION					
04/27/2017	12652	E 101-41400-200	Office Supplies	OFFICE SUPPLIES	22.51
05/02/2017	12653	E 101-42400-200	Office Supplies	OFFICE SUPPLIES	24.99

					$47.50
RICK JOHNSON DEER & BEAVER					
05/01/2017	.0517	E 101-43100-311	Contract	DEER REMOVAL	90.00
					$90.00
RJM DISTRIBUTING INC.					
04/25/2017	IND013303	E 609-49751-252	Beer For Resale	BEER	255.77
04/25/2017	IND013303	E 609-49751-254	Miscellaneous Merchandise	MISC	36.00
					$291.77
SAMBATEK					
05/02/2017	09682	E 101-41910-311	Contract	GENERAL PLANNING	3,466.94
					$3,466.94
SEMLER HOMES					
05/08/2017	16231	G 803-22000	Deposits	REF ESC-3414 235TH LANE	3,300.00
05/09/2017	16202	G 803-22000	Deposits	REF ESC 23528 VINTAGE CT	3,300.00
05/09/2017	16249	G 803-22000	Deposits	REF ESC 3377 235TH AVE	3,300.00
					$9,900.00
SOUTHERN GLAZERS OF MN					
04/27/2017	1536215	E 609-49751-206	Freight and Fuel Charges	FREIGHT	47.13
04/27/2017	1536215	E 609-49751-251	Liquor For Resale	LIQUOR	5,460.56
05/04/2017	1539103	E 609-49751-206	Freight and Fuel Charges	FREIGHT	30.29
05/04/2017	1539103	E 609-49751-251	Liquor For Resale	LIQUOR	4,370.00
05/04/2017	1539104	E 609-49751-206	Freight and Fuel Charges	FREIGHT	1.28
05/04/2017	1539104	E 609-49751-251	Liquor For Resale	LIQUOR	89.91
					$9,999.17
SPOT ON					
05/09/2017	6058	E 101-43210-441	Miscellaneous	ALUMINUM SIGNS	44.00
05/09/2017	6058	E 101-45230-311	Contract	REMOVE & REPLACE DATES ON	130.00
					$174.00
ST. FRANCIS AMBASSADOR PROGRAM					
05/01/2017	.0517	E 101-45230-217	Other Operating Supplies	ST. FRANCIS AMBASSADOR PR	575.00
					$575.00
TACTICAL SOLUTIONS					
05/01/2017	6103	E 101-42110-237	Small Equipment	CERT OF 7 RADAR UNITS	217.00
					$217.00
THE AMERICAN BOTTLING COMPANY					
05/04/2017	8257824619	E 609-49751-254	Miscellaneous Merchandise	MISC	154.26
					$154.26
TJ ASSOCIATES					
04/21/2017	222791	E 101-42110-441	Miscellaneous	BUSINESS CARDS	39.00
04/28/2017	223014	E 101-43100-200	Office Supplies	LAMINATED MAPS	47.34
04/28/2017	223014	E 101-45200-200	Office Supplies	LAMINATED MAPS	47.34
05/01/2017	223021	E 101-42110-217	Other Operating Supplies	WINDOW DECALS	136.00
					$269.68
UTILITY SERVICE CO., INC.					
05/01/2017	420511	E 601-49440-234	Water Tower Maintenance	HYDROPILLAR- NEW TOWER	8,496.32
					$8,496.32
VERIZON WIRELESS					
04/26/2017	9784694448	E 601-49440-321	Telephone	MOBILE DATA	280.08
					$280.08
VESSCO, INC.					
05/02/2017	69473	E 601-49440-233	Water Treatment Plant Maint	CHLORINE MONITOR MOD	703.39
					$703.39
WINE MERCHANTS					
05/03/2017	7131102	E 609-49751-206	Freight and Fuel Charges	FREIGHT	7.60

05/03/2017	7131102	E 609-49751-253	Wine For Resale	WINE	320.00
					$327.60
					$121,996.96

FUND SUMMARY

101 GENERAL FUND	$26,847.37
601 WATER FUND	$11,731.03
602 SEWER FUND	$2,026.53
603 STORM WATER	$66.00
609 MUNICIPAL LIQUOR FUND	$71,426.03
803 ESCROW	$9,900.00
Total	121,996.96

CITY OF ST. FRANCIS
5/15/2017

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
Gridor	Pay Request #22	124,228.00
TOTAL		124,228.00

Disbursements via Debits to Checking Account

	Payee	Description	Amount
04/03/17	Cayan-Liquor CC Fee	April fees	2,286.92
04/06/17	Federal Tax	Payroll	22,631.70
	PERA	Payroll	15,364.24
	VOYA	Payroll	1,445.00
	ICMA	Payroll	360.00
	State Tax	Payroll	4,488.19
	MSRS	Payroll	612.65
04/10/17	Visa	Visa Bill	8,461.08
04/17/17	Cayan-Liquor CC Fee	April fees	39.90
04/18/17	Federal Tax	Payroll	1,266.72
	PERA	Payroll	540.00
	State Tax	Payroll	129.63
	Child support	Payroll	94.74
04/20/17	Federal Tax	Payroll	22,753.18
	PERA	Payroll	15,683.13
	VOYA	Payroll	1,445.00
	ICMA	Payroll	360.00
	State Tax	Payroll	4,536.66
	MSRS	Payroll	626.64
	Mn Dept of Revenue	Sales Tax	15,529.00
	Village Bank	April Fees	73.55
	Payment Service Network	April Fees	303.66
	TOTAL		119,031.59

City of St. Francis

05/15/2017 2:55 pm

Additional invoices added since Council package distribution on Thursday.

PAYMENT BATCH AP 5-15-17

ADVANCED GRAPHIX INC					
02/28/2017	196542	E 402-42110-550	C-O-L Motor Vehicles	GRAPHICS FOR NEW SQUAD	820.00
					$820.00
AHA CONSULTING					
05/03/2017	257	E 101-41110-441	Miscellaneous	WEBSITE BASE FEATURES	4,250.00
					$4,250.00
ALWAYS BRIGHT LIGHTS LTD					
05/12/2017	645	E 101-43100-311	Contract	INSTALL PIONEER DAYS BANNE	250.00
					$250.00
BGS (BARNA GUZY)					
04/30/2017	171983	E 101-41600-304	Civil Legal Fees	MUNICIPAL	1,900.00
04/30/2017	171985	E 101-41120-304	Civil Legal Fees	CHARTER COMMISSION	1,126.00
04/30/2017	171986	E 101-41600-304	Civil Legal Fees	GENERAL LABOR	1,606.50
04/30/2017	171987	E 101-41600-304	Civil Legal Fees	GENNARO	54.00
04/30/2017	172048	E 101-41600-312	Criminal Legal Fees	PROSECUTION	5,000.00
04/30/2017	172405	G 803-22137	Esc-TCO-Assited Living Facilty	TIF DISTRICT	1,806.00
04/30/2017	172406	E 101-41600-304	Civil Legal Fees	PURCHASE AGREEMENT	252.00
					$11,744.50
CENTURY LINK					
05/07/2017	.0517	E 601-49440-321	Telephone	PHONE	63.79
05/07/2017	.0517	E 602-49490-321	Telephone	PHONE	63.78
					$127.57
DELL MARKETING L.P.					
04/21/2017	10161583010	E 402-43100-570	C-O-L Office Equip & Misc.	WORKSTATION	575.00
					$575.00
DEX MEDIA EAST LLC					
05/05/2017	.0517	E 609-49750-340	Advertising	ADVERTISING	77.00
					$77.00
ECM PUBLISHERS, INC.					
05/05/2017	487136	G 803-22147	ESC-WILKINSON PLAT	WILKINSON HEARING	43.00
					$43.00
HAKANSON ANDERSON ASSOC., INC.					
04/30/2017	37929	E 101-41910-303	Engineering Fees	GENERAL ENGINEERING	360.50
04/30/2017	37929	E 101-43100-303	Engineering Fees	GENERAL ENGINEERING	160.50
04/30/2017	37929	G 803-22145	ESC-School Parking Lot	GENERAL ENGINEERING	160.50
04/30/2017	37930	E 101-41910-303	Engineering Fees	ROUTINE SERVICES	66.67
04/30/2017	37930	E 101-43100-303	Engineering Fees	ROUTINE SERVICES	66.67
04/30/2017	37930	E 101-45200-303	Engineering Fees	ROUTINE SERVICES	66.67
04/30/2017	37930	E 601-49440-303	Engineering Fees	ROUTINE SERVICES	66.67
04/30/2017	37930	E 602-49490-303	Engineering Fees	ROUTINE SERVICES	66.66
04/30/2017	37930	E 603-49490-303	Engineering Fees	ROUTINE SERVICES	66.66
04/30/2017	37932	E 101-43100-309	ROW-Engineering	MUNICIPAL REVIEW	309.00

					$1,390.50
INNOVATIVE OFFICE SOLUTIONS, L					
05/11/2017	IN1609736	E 101-41400-200	Office Supplies	OFFICE SUPPLIES	161.81
					$161.81
NORTH METRO TREE SERVICE INC.					
		E 101-45200-311	Contract	TREE WORK	475.00
		E 101-45200-311	Contract	TREE WORK	(2,700.00)
					$(2,225.00)
OPUS 21					
05/09/2017	170433	E 601-49440-382	Utility Billing	UTILITY BILLING	1,521.00
05/09/2017	170433	E 602-49490-382	Utility Billing	UTILITY BILLING	1,520.99
					$3,041.99
PACE ANALYTICAL SERVICES					
05/08/2017	171278965	E 601-49440-313	Sample Testing	SAMPLE TESTING	122.50
					$122.50
POSTMASTER - ST. FRANCIS					
05/11/2017	.0517	E 101-41400-322	Postage	NEWSLETTER POSTAGE	207.52
05/11/2017	.0517	E 101-42110-322	Postage	NEWSLETTER POSTAGE	59.29
05/11/2017	.0517	E 101-43100-200	Office Supplies	NEWSLETTER POSTAGE	118.58
05/11/2017	.0517	E 101-43210-439	Recycling Days	NEWSLETTER POSTAGE	59.29
05/11/2017	.0517	E 101-45200-200	Office Supplies	NEWSLETTER POSTAGE	29.64
05/11/2017	.0517	E 601-49440-200	Office Supplies	NEWSLETTER POSTAGE	59.29
05/11/2017	.0517	E 602-49490-200	Office Supplies	NEWSLETTER POSTAGE	29.64
05/11/2017	.0517	E 609-49750-322	Postage	NEWSLETTER POSTAGE	29.69
					$592.94
ROSEVILLE, CITY OF					
05/12/2017	0222829	E 101-41110-310	Computer Consulting Fees	IT SERVICES	234.99
05/12/2017	0222829	E 101-41400-310	Computer Consulting Fees	IT SERVICES	763.73
05/12/2017	0222829	E 101-42110-310	Computer Consulting Fees	IT SERVICES	2,702.43
05/12/2017	0222829	E 101-42210-310	Computer Consulting Fees	IT SERVICES	434.74
05/12/2017	0222829	E 101-42400-310	Computer Consulting Fees	IT SERVICES	217.41
05/12/2017	0222829	E 101-43100-310	Computer Consulting Fees	IT SERVICES	234.99
05/12/2017	0222829	E 101-45200-310	Computer Consulting Fees	IT SERVICES	234.99
05/12/2017	0222829	E 601-49440-310	Computer Consulting Fees	IT SERVICES	234.99
05/12/2017	0222829	E 602-49490-310	Computer Consulting Fees	IT SERVICES	234.99
05/12/2017	0222829	E 609-49750-310	Computer Consulting Fees	IT SERVICES	117.49
05/12/2017	0222870	E 101-41940-321	Telephone	PHONE	80.59
05/12/2017	0222870	E 101-42110-321	Telephone	PHONE	80.59
05/12/2017	0222870	E 101-42210-321	Telephone	PHONE	80.59
05/12/2017	0222870	E 101-43100-321	Telephone	PHONE	80.59
05/12/2017	0222870	E 101-45200-321	Telephone	PHONE	80.59
05/12/2017	0222870	E 601-49440-321	Telephone	PHONE	80.59
05/12/2017	0222870	E 602-49490-321	Telephone	PHONE	80.59
05/12/2017	0222870	E 609-49750-321	Telephone	PHONE	80.65
					$6,055.53
THARP, STEVE					
05/10/2017	.0517	E 602-49490-229	Project Repair & Maintenance	TILL WATER PONDS	200.00
					$200.00

U S BANK EQUIPMENT FINANCE

06/02/2017	330492117	E 101-42110-311	Contract	OFFICE EQUIP	235.00
06/05/2017	330619545	E 101-41400-240	Office Equip	COPIER LEASE	96.50
06/05/2017	330619545	E 101-43100-240	Office Equip	COPIER LEASE	96.50
06/05/2017	330619545	E 101-43210-240	Office Equip	COPIER LEASE	96.50
06/05/2017	330619545	E 101-45200-240	Office Equip	COPIER LEASE	96.50
06/05/2017	330619545	E 601-49440-240	Office Equip	COPIER LEASE	96.50
06/05/2017	330619545	E 602-49490-240	Office Equip	COPIER LEASE	96.50
					$814.00

$28,041.34

FUND SUMMARY

101 GENERAL FUND	$19,726.87
402 CAPITAL EQUIPMENT	$1,395.00
601 WATER FUND	$2,245.33
602 SEWER FUND	$2,293.15
603 STORM WATER	$66.66
609 MUNICIPAL LIQUOR FUND	$304.83
803 ESCROW	$2,009.50
Total	28,041.34

JEFFREY S. JOHNSON
RUSSELL H. CROWDER
MICHAEL F. HURLEY
DOUGLAS G. SAUTER
HERMAN L. TALLE
CHARLES M. SEYKORA
DANIEL D. GANTER, JR.
BEVERLY K. DODGE
JAMES D. HOEFT
*JOAN M. QUADE
*JOHN T. BUCHMAN
SCOTT M. LEPAK
ELIZABETH A. SCHADING
CAROLE CLARK ISAKSON

*Also Licensed in Wisconsin

BGS

Barna, Guzy & Steffen, Ltd.

ATTORNEYS AT LAW
200 Coon Rapids Boulevard NW, Suite 400
Minneapolis, MN 55433-5894
www.bgs.com
(763) 780-8500 FAX (763) 780-1777

WILLIAM F. HUEFNER
BRADLEY A. KLETSCHER
TIMOTHY D. ERB
KAREN K. KURTH
ADRIEL B. VILLARREAL
TAMMY J. SCHEMMEL
JENNIFER C. MOREAU
DAVID R. SCHAPS
THOMAS R. WENTZELL
NICOLE R. WIEBOLD
LINDSAY K. FISCHBACH

OF COUNSEL
JON P. ERICKSON
STEVEN G. THORSON
W. JAMES VOGL, JR.
*JAMES H. WILLS

MEMORANDUM

TO:	St. Francis City Council and Administrator
FROM:	Scott Lepak, City Attorney
RE:	Sunday off-sale liquor law change
DATED:	April 26, 2017

The 2017 legislature amended the off-sale liquor laws in order to allow Sunday liquor sales. Effective July 1, 2017 liquor stores in Minnesota may be open on Sundays from 11 a.m. until 6:00 p.m. While wholesalers cannot deliver alcohol to these stores on Sunday or order solicitation or merchandise, this will likely have little effect on the consumer. Liquor stores must still be closed on Thanksgiving and Christmas and after 8:00 p.m. on Christmas Eve.

Liquor stores may choose to not be open on Sundays. In addition the City may impose further restrictions on the sale of alcohol within its limits – including the hours of sale.

In the event that the City is interested in expanding off sale liquor store hours to match state law, it would appear to be directed primarily at Section 5-4-3 governing both on-sale and off-sale.

Other areas to address if the City wishes to coordinate on-sale with state law but continue the 1:00 AM limitation for on-sales:

Section 5-3-3 Hours and Days of Beer Sales

Section 5-4-2 Sunday Sales

Section 5-4-5 Hours and Days of Sales by On-Sale Wine Licensees.

Section 5-8-5 Sunday Sales (to coordinate the growler sales to the same as Sunday off-sales).

Council direction is sought on these issues. In the event that the Council wishes to change the referenced ordinances, the proposed ordinance amendments are attached.

Proposed Action: Motion to Approve First Reading of Ordinance ___ Second Series, Amending Sections 5-3-3 (Hours and Days of Beer Sales); 5-4-2 (Sunday Sales); 5-4-3 (Hours and Days of Liquor Sales); 5-4-5 (Hours and Days of Sales by On-Sale Wine Licensees) and 5-8-5 (Sunday Sales). *Note - Roll call vote and 4/5 approval needed.*

711589-v2

The law in this area is:

CHAPTER 6--H.F.No. 30

An act relating to liquor; permitting the off-sale of intoxicating liquor on Sundays; prohibiting certain deliveries on Sunday; amending Minnesota Statutes 2016, section 340A.504, subdivision 4.

BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF MINNESOTA:

Section 1. Minnesota Statutes 2016, section 340A.504, subdivision 4, is amended to read:

Subd. 4. Intoxicating liquor; off-sale.

<u>(a)</u> No sale of intoxicating liquor may be made by an off-sale licensee:

(1) on Sundays<u>, except between the hours of 11:00 a.m. and 6:00 p.m.</u>;

(2) before 8:00 a.m. or after 10:00 p.m. on Monday through Saturday;

(3) on Thanksgiving Day;

(4) on Christmas Day, December 25; or

(5) after 8:00 p.m. on Christmas Eve, December 24.

<u>(b) No delivery of alcohol to an off-sale licensee may be made by a wholesaler or accepted by an off-sale licensee on a Sunday. No order solicitation or merchandising may be made by a wholesaler on a Sunday.</u>

<u>**EFFECTIVE DATE.**</u>

<u>This section is effective July 1, 2017.</u>

CITY OF ST. FRANCIS
ST. FRANCIS MN
ANOKA COUNTY

ORDINANCE 228, SECOND SERIES

AN ORDINANCE AMENDING SECTIONS:
5-3-3 Hours and Days of Beer Sales; 5-4-2 Sunday Sales; 5-4-3 Hours and Days of Liquor Sales; 5-4-5 Hours and Days of Sales by On-Sale Wine Licensees; and 5-8-5 Sunday Sales

THE CITY OF ST. FRANCIS ORDAINS:

Section 1. Code Adopted. That Section 5-3-3 entitled "Hours and Days of Beer Sales" shall hereby be amended to read as follows:

5-3-3: **HOURS AND DAYS OF BEER SALES.** Hours and days of beer sales will be as outlined in Minn. Stat. Sec. 340A.504 and other applicable state law except that no on-sales may occur after 1:00 AM until the beginning of the next morning sales as permitted by state law. ~~No sale of beer shall be made between the hours of 1:00 AM and 10:00 AM on the days of Monday through Saturday, nor between the hours of 1:00 AM and 12:00 NOON on Sunday~~.

Section 2. Code Adopted. That Section 5-4-2 entitled "Sunday Sales" shall hereby be amended to read as follows:

5-4-2: SUNDAY SALES. (Ord 72, SS, 6-16-2003)

A. License Required. The electorate of the City having heretofore authorized the same at a general or special election, a Sunday on-sale liquor license may be issued to restaurants or clubs in conjunction with the sale of food, which have on- sale liquor licenses and which also have seating capacity for not less than fifty (50) guests at one time. Prior to issuance of such license, the applicant shall provide the City with proof of financial responsibility for Sunday sales.

B. Hours of Sale. The hours of Sunday on-sale liquor sales shall be as outlined in Minn. Stat. Sec. 340A.504 and other applicable state law except that no on-sales may occur after 1:00 AM until the beginning of the next morning sales as permitted by state law. ~~from 10:00 AM on Sundays to 1:00 AM on Mondays,~~ provided that the license is in conformance with the Minnesota Clean Air Act.

C. Unlawful Acts. It is unlawful to sell on-sale liquor on Sunday unless such sales are (1) licensed in accordance with this Section, (2) in conjunction with the sale of food, and (3) during hours of permitted sales.

Section 3. Code Adopted. That Section 5-4-3 entitled "Hours and Days of Liquor Sales" shall hereby be amended to read as follows:

5-4-3: HOURS AND DAYS OF LIQUOR SALES. Hours and days of Liquor Sales will be as outlined in Minn. Stat. Sec. 340A.504 and other applicable state law except that no on-sales may occur after 1:00 AM until the beginning of the next morning sales as permitted by state law.. ~~No sale of liquor shall be made between the hours of 1:00 AM and 8:00 AM on the days of Monday through Saturday, nor after 1:00 AM on Sundays nor between the hours of 8:00 PM on December 24; and 8:00 AM on December 25. No off-sale shall be made on Sundays, nor before 8:00 AM or after 10:00 PM on Monday through Saturday, nor on Thanksgiving Day or Christmas Day, December 25. (NOTE: This Section does not prohibit sales during hours when on-sale is permitted on Sunday as stated in the Section of this Chapter entitled "Sunday Sales".)~~

Section 4. Code Adopted. That Section 5-4-5 entitled "Hours and Days of Sales by On-Sale Wine Licensees" shall hereby be amended to read as follows:

5-4-5: **HOURS AND DAYS OF SALES BY ON-SALE WINE LICENSEES.** Hours and days of on-sales for wine will be as outlined in Minn. Stat. Sec. 340A.504 and other applicable state law except that no on-sales may occur after 1:00 AM until the beginning of the next morning sales as permitted by state law. ~~No on-sale of wine shall be made between the hours of 1:00 AM and 10:00 AM on Sunday, nor between 1:00 AM and 8:00 AM on the days of Monday through Saturday, nor between the hours of 8:00 PM on December 24 and 8:00 AM on December 25.~~

Section 5. Code Adopted. That Section 5-8-5 entitled "Sunday Sales" shall hereby be amended to read as follows:

5-8-5: **Sunday Sales:** Off-sale licenses granted pursuant to Section 5-8-4 may receive a Sunday sales license provided that the sales are limited to the legal hours for off-sale in the city for Sundays in Section 5-4-3 ~~general weekday sales in Section 5-4-3~~ unless otherwise limited by holiday hours.

Section 6. Effective Date. This Ordinance shall take effect on the later of 30 days after its publication or July 1, 2017.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF ST. FRANCIS THIS ____DAY OF__________, 2017.

APPROVED:

____

Steven D. Feldman
Mayor of St. Francis

ATTEST:

____

Barbara I. Held
City Clerk

711581-v2

City of St. Francis

CITY COUNCIL AGENDA REPORT
Agenda Item #:
9B

TO: Mayor & Council

FROM: Joe Kohlmann, City Administrator

SUBJECT: **Fee Request from 23330 Tamarack Street NW**

DATE: 5-15-2017

OVERVIEW:

The City received the attached request to reduce fees from a subdivision.

It appears the fees outlined in the letter are a mixuture of fees charged by the City and fees to prepare the application for the City to review.

Other qualifying land developments have paid similar fees for a number of years.

Council Consideration:

Review and discuss.

Attached is the request letter from 23330 Tamarack Street NW

May 9, 2017

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

Re: Building Permit Application #17-137, Stacy Lee
23330 ~~xxxxx~~ Tamarack Street NW
SWNW, Sec. 35, Township 34, Range 24, Anoka County

Dear Darcy Mulvihill:

I am in receipt of your letter dated 5/7/17 requesting a payment of $7,972.14 for issuance of a building permit for the construction of my new home in St. Francis. Based on the letter my understanding is that the following fees were calculated to arrive at this amount:

$3,389.99 – Building permit fee
$2,500.00 – Park dedication fee
$2,082.15 – Subdivision escrow
$7,972.14 Total Fee

I hereby dispute the City's calculation of the building permit fee and formally request that this matter be brought before the City Council at its next public meeting. Please let me know at your earliest convenience if the City Council will entertain my request, or alternatively what steps, if any, I must take to appeal the calculation of these fees.

My belief was that this was a fairly straightforward property split and building permit request. Unfortunately, what has transpired over the last year has led to the City spending an inordinate amount of staff time, charged me excessive fees for said staff time, and billed me for unnecessary City consultant expenses. In an effort to keep my new home construction project moving, I naively paid the City these invoices throughout the process. I have paid the City of St. Francis the following fees:

$ 350.00 – Minor Subdivision Application fee
$ 400.00 – Subdivision Escrow fee
$x,xxx.xx – City Staff
$ 506.00– City Attorney (Barna Guzy & Steffen)
$2,082.15– Subdivision application escrow account
$3,389.99-Building permit
$275.00-Septic permit
$500.00-Tradewell soil testing
$200.00-Tradewell septic design
$3,600.00-Carlson McCain minor subdivision
$800.00- Carlson McCain stake house
$1,763.00-Kjolhaug Environmental Services **wetland delineation and report**
$2,500.00- park dedication

$16,366.14 Total Expenses Paid To-Date

I understand City Code permits the City to pass consultant charges on to a developer for survey review, wetland delineation review and the like. I, however, could not find a provision in City Code that permits the City to pass along its legal fees to a property owner. I do not consider myself a developer.

Also my understanding when submitting my minor subdivision application (which may not have been necessary) was that the escrow fee collected with the minor subdivision fee (a total of $750.00) would cover the costs of City staff and any outside consultants. As you can see above, I have paid the exorbitant amount of $16,366.14 , which is many times the amount of the minor subdivision escrow fee.

Also, I think it is imperative to point out that I am simply a property owner trying to construct a single family home in St. Francis. My property is situated in an Agricultural Zone and constructing a single family home is an allowable use per City Code. Last year I bought a 40-acre tract on Tamarack Street, split it into two 20 acre parcels with the help of an attorney, conveyed 20 acres to my parents via Quit Claim Deed in November 2016, and sought to construct my new home on my remaining 20-acre parcel after securing a construction loan.

In my opinion, what I tried to accomplish has been deemed to be a minor subdivision akin to the nearby housing developments at The Ponds. It is my belief that I should have only had to apply for an administrative subdivision lot-split. If I am correct the fee structure and requisite consultant reviews should have been considerably less than the $5,332.15 (plus my survey fees $5,863.00) I have paid to the City of St. Francis.

I recognize the Certificate of Survey establishes that my property, as now split, is irregular in shape and only 19.75 acres. I now know my property falls one-quarter of an acre short of the required 20 acres to meet an exception in Minnesota law cited by City attorneys.

I am not an attorney or surveyor and cannot determine how my 40-acre parcel arguably lost acreage by splitting it into two equal halves. And, frankly I cannot continue to pay surveyors and attorneys to argue about it. I will have spent nearly $11,701.15 to complete what I thought should have been a simple lot split. To make matters worse my property survey shows that the neighboring sod business may be encroaching on my land. I am hopeful that as neighbors we can come to an agreement without the need for attorneys and more costs.

I am requesting that the City Council waive, or take action to except my property from, the subdivision escrow fee of $2,082.15, and apply the amounts paid for the City's survey consultant to the required Park dedication fee. This would reduce my building permit fee to a reasonable amount due of $3,389.99.

I understand that there needs to be fees involved and laws/ordinance are in place for a reason. I am just a single mother trying to build a house for me and my son, and I have paid out over $16,000 in fees before I have even dug any dirt for a house. I want to ask you what you would do if this was you and you had to pay these fee. Or if this was your family and they were asked to pay these fees would you be okay with this?

I thank you in advance for your consideration and time, and sincerely hope you as City Council members act favorably on behalf of a new resident to your City.

Sincerely,

Stacy Lee

cc: Mayor Steve Feldman (via email only sfeldman@stfrancismn.org)
Councilmember Robert Bauer (via email only rbauer@stfrancismn.org)
Councilmember Rick Skordahl (via email only rskordahl@stfrancismn.org)
Councilmember Jerry Tveit (via email only jtveit@stfrancismn.org)
Councilmember Joel Muehlbauer (via email only jmuehlbauer@stfrancismn.org)

City of St. Francis

Streets and Parks Monthly Report - April 2017

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.	11	Hours
Streets	Snowplowing	Plowing City Streets	0	Miles
Streets	Snowplowing	Plowing Cul-Da-Sacs	0	Cul-Da-Sacs
Streets	Snowplowing	Amount of Salt Applied to Roads	0	Tons
Streets/Parks	Snowplowing	Plowing Parking Lots	0	Number of Lots
Parks	Snowplowing	Trails/Sidewalks	0	Miles
Streets	Snowplowing	Amount of Granite Chips Applied to Roads	0	Tons
Streets	Grading	Grading City Roads	44.1	Miles
Parks	Park Inspections	Inspect equipment, buildings, and trees.	171	Inspections
Parks	Events	Preparation and Inspection	17	2 Warming House, 14 baseball/ softball, 1 misc.
Parks	Fertilizing	Pre-emergent Crabgrass Preventer	45.5	Acres
Parks	Mowing	City Parks and Property	45.5	Acres
Streets	Signs	Signs Installed or Repaired	9	Number of Signs
Streets/Parks	Callouts	Response for service requests outside normal working hours.	2	2 Sewer
Streets/Parks Sewer/Water	Equipment Repair	Anything Beyond Normal Maintenance, Fabrication, etc.	7	Hours
Streets/Parks Sewer/Water	Equipment Maintenance	Greasing, Washing, etc.	10	Hours
Storm Water	Cleaning Catch Basins	Remove debris and ice from catch basins.	27	Number of Catch Basins
Storm Water	Street Sweeping	Sweeping of city streets and parking lots.	120 tons	Tons
Streets/Storm Water	Shoulder Disking	Shoulder disking gravel roads, pulling gravel back on road.	6,045.5	Tons

City of St. Francis

Water and Sewer Monthly Report - April 2017

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	20	Inspections
Water	Operational Hours	Hours spent at the facility.	40	Hours
Water	Calculate Influent and Effluent	Calculate gallons pumped for both influent and effluent.	Daily	
Water	Calculate Chemicals	Calculate treatment chemicals used daily.	Daily	
Water	Chemical Adjustment	Adjust chemicals based on lab testing results.	As Needed	
Water	Daily Labs	Perform lab on chlorine, fluoride, orthophosphate, iron and manganese.	20	Labs
Water	Well House	Inspect daily, take readings, drawdowns, and pump runtimes.	20	Inspections
Water	Bacteria Samples	Take set of monthly bacteria samples.	5	Samples Per Set
Water	Required Samples	Take a quarterly fluoride sample. - MDH	1	
Water	Water Treatment Report			
		Total Finished Water	10.92	Million Gallons
		Total Raw Water	11.18	Million Gallons
		Average Daily Flow	.352	Million Gallons
		Average Chlorine	.43	Mg/l
		Average Raw Iron	1.17	Mg/l
		Average Raw Manganese	.086	Mg/l
		Average Fluoride	.76	Mg/l
		Iron Removal	97	%
		Manganese Removal	79	%
Wastewater	Wastewater Treatment Report			
Wastewater	Inspect WWTP Ponds	Daily inspection of ponds.	5	Inspections
Wastewater	Operational Hours	Hours spent at the facility.	10	Hours

WATER AND SEWER	TASK	DESCRIPTION	QUANTITY	UNITS
Wastewater	Inspect Blower	Daily inspection of blowers.	5	Inspections
Wastewater	Inspect Control Building	Daily inspection of control building.	5	Inspections
Wastewater	Monthly Sampling	Perform required monthly sampling: 2 Influent (10 Constituents); 6 Effluent (30 Constituents)	40	Constituents
Wastewater	Wastewater Treatment Report (New Facility)			
Wastewater	Operational Hours	Hours spent at facility.	120	Hours
Wastewater	Inspect Operations Building	Daily inspection of building.	15	Inspections
Wastewater	Inspect Pre-treatment Building	Daily inspection of building.	15	Inspection
Wastewater	Inspect Tertiary Building	Daily inspection of building.	15	Inspection
Wastewater	D.O Readings	Take Required D.O Readings.	15	D.O Readings
Wastewater	pH Readings	Take Required pH Readings.	2	pH Readings
Wastewater	Inspections	Inspect 10 lift stations daily and calculate pump runtimes.	210	Lift Station Inspections
Wastewater	Daily Lab	Process Control Test	20	Tests
	Wastewater Flows/Results			
		Discharge Point	Seelye Brook/ RIB's	
		Total Influent	10.2	Million Gallons
		Total Effluent	10.2	Million Gallons
	Note: (CMA) = Calendar Month Average	Influent TSS	293	Mg/l
		Effluent TSS	9.4	Mg/l
		Influent CBOD	376	Mg/l
		Effluent CBOD	6.5	Mg/l
		Influent Phosphorus	7.7	Mg/l
		Effluent Phosphorus	2.5	Mg/l
		Influent Ammonia Nitrogen	40.1	Mg/l
		Effluent Ammonia Nitrogen	15.4	Mg/l
Water/ Sewer	Monthly Tasks			
Water/Sewer	Locates	Process Locate Requests	121	Utility Locate Requests
Water/Sewer	Meter Readings	Monthly Meter Readings for City Owned and Large Users	52	Monthly Readings
Water/Sewer	Water/Sewer Connections	Inspect Water and Sewer	6	Inspections
Water/Sewer	Water Miscellaneous	Work orders: re-reads, high water usage, no read list, and	31	Work Orders

WATER AND SEWER	TASK	DESCRIPTION	QUANTITY	UNITS
		meter installs.		
Water/Sewer	Monthly Projects			
Water	Water Meter Pits	Pump Down Meter Pits	4	Meter Pits
Sewer	Clean Lift Stations	Monthly Wash Down	10	Lift Stations
Sewer	Training on New Equipment	New Wastewater Equipment	12	# of Equipment
Sewer	Meet with MPCA	Project Inspection	4	Hours
Sewer	WWTP Monthly Meeting	Progress Review of New Facility	4	Weekly