



**WORK SESSION**  
**4:30 P.M. Upper Level Conference Room**

**WAITE PARK CITY COUNCIL AGENDA (AMENDED)**  
**MONDAY, MARCH 6, 2017 - 6:30 P.M.**

6:30 P.M. Pledge of Allegiance  
Open Forum – two minute limit

Review and approve, March 6, 2017 Council Agenda

1. Consent Agenda:

Recommended action: approval of following items

- A. Approve Council Minutes of Special Council Meeting  
January 30, 2016
- B. Approve Council Minutes of February 6, 2017
- C. Approve Resolution authorizing Haley Miller to remain on  
Police and Fire PERA
- D. Approve Tobacco Licenses for Northern Tier Retail at  
29 3<sup>rd</sup> St NE, 107 28<sup>th</sup> Ave S, 1435 Division, 1013 2<sup>nd</sup> St S
- E. Approve 3.2 Malt Liquor License for Northern Tier Retail at  
1435 Division Street

2. Request to Harbor 3 dogs at 126 5<sup>th</sup> Ave North

3. Conditional Use Permit – Billboard in Off-Premise Sign Corridor  
– Franklin Outdoor Advertising and Bruce Hagberg

4. Delegation Agreement Addendum and Inspection Services  
Agreement regarding Lodging Services

5. Council/Mayor

A. Review and Approve Bills

**B. Lexipol Police Department Policy and Procedure Manual**

**C. Change Order for Public Works Facility**

6. Administrator

A. Update

**ADJOURN**



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- 5. Council/Mayor
  - A. Review and Approve Bills
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  - A. Update

**ADJOURN**

**CITY OF WAITE PARK  
CALL TO ORDER –**

**PLEDGE OF ALLEGIANCE  
OPEN FORUM**

**Review and Approve March 6, 2017 City Council Agenda**

Councilmember \_\_\_\_\_ moved that the Council Agenda for March 6, 2017 be approved as presented.

Councilmember \_\_\_\_\_ seconded the motion.  
Motion (Approved) (Denied)

**Agenda Item No. 1-Consent Agenda**

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1. Consent Agenda:

Recommended action: approval of following items

- A. Approve Council Minutes of Special Council Meeting January 30, 2016
- B. Approve Council Minutes of February 6, 2017
- C. Approve Resolution authorizing Haley Miller to remain on Police and Fire PERA
- D. Approve Tobacco Licenses for Northern Tier Retail at 29 3<sup>rd</sup> St NE; 107 28<sup>th</sup> Ave S; 1435 Division; 1013 2<sup>nd</sup> St S
- E. Approve 3.2 Malt Liquor License for Northern Tier Retail at 1435 Division Street

Councilmember \_\_\_\_\_ moved that the Consent Agenda, as presented, be approved.

Councilmember \_\_\_\_\_ seconded the motion.

**ROLL CALL**

Councilmember Michael Linquist \_\_\_\_\_  
Councilmember Charles Schneider \_\_\_\_\_  
Councilmember Vic Schulz \_\_\_\_\_  
Councilmember Frank Theisen \_\_\_\_\_  
Mayor Richard Miller \_\_\_\_\_

Motion (Approved) (Denied)

**WAITE PARK CITY COUNCIL SPECIAL MEETING**

**JANUARY 30, 2017**

A special meeting of the Waite Park City Council was held at Waite Park City Hall on Monday, January 30, 2017 beginning at 1:00 PM.

**MEMBERS PRESENT**

Members present were Mayor Miller, Councilmembers Linquist, Schneider, Schulz and Theisen.

**CITY REPRESENTATIVES PRESENT**

City Representatives present were Deputy Clerk-Treasurer Virnig, Finance Director Lindberg

**OTHERS PRESENT**

There were no signatures on an attendance sheet.

**OPEN FORUM**

Mayor Miller invited anyone wishing to speak during the open forum to step forward, but no one came forth.

**COUNCIL AGENDA**

Motion by Member Schneider, second by Member Theisen, to approve the 1/30/17 Council Agenda as amended.

2. (Add) Whitney Senior Center Donation

The motion carried unanimously.

**1. FIRE TRUCK LEASE WITH LEASE FINANCE GROUP**

The City has been preparing for the last several years on purchasing a new fire truck. The Council authorized the purchase of the fire truck in 2016 and the truck has been in the process of being built. The truck will be delivered to the City around February 1<sup>st</sup>, 2017.

A copy of the Fire Truck Lease with Lease Financial Group was presented. The terms of the lease are for 10 years with an annual payment of \$59, 846.55. The financing actually came in a little bit below what was projected. The City will also put a down payment of \$120,000 on the purchase of the truck. These funds have been budgeted for the last several years in anticipation of this purchase.

Motion by Member Theisen, second by Member Schneider, to approve the Fire Truck Lease with Lease Financial Group. The motion carried unanimously.

**2. WHITNEY SENIOR CENTER DONATION**

Deputy Clerk-Treasurer Virnig presented the background info regarding requesting approval for additional funds to be donated to the Whitney Senior Center. Back in December, the City Council approved up to \$2500 of charitable gambling funds to the Whitney Senior Center. This donation was to be used for member reimbursement for annual membership fees at the Whitney Senior Center. The funds were to be used to reimburse qualified members up to \$40 of the membership fee. To be able to get this reimbursement, a member would have to become a member of the Waite Park Senior Center and receive a membership card from the City of Waite Park. The membership fee to the Waite Park Senior Center would be free. The member could then take the Waite Park Senior Center membership card to the Whitney Senior Center and get the \$40 reduction in their membership at Whitney Senior Center.

To date, Staff has issued 66 membership cards for the Waite Park Senior Center. Staff has requested Whitney Senior Center to provide City Staff with a list of people that have applied for membership at the Whitney Senior Center and received the \$40 deduction off of the membership. If most everyone applied for the \$40 deduction off of their membership, the \$2500 originally approved for donation to the Whitney Senior Center has been spent. Staff is assuming that there will be more memberships requested once the snowbirds have returned back to Waite Park. Staff is requesting up to an additional \$800 to be approved to be paid to the Whitney Senior Center out of the charitable gambling funds. This would give up to 20 more people the reduction in membership.

Discussion was held on how many more memberships are anticipated to be requested.

Motion by Member Schneider, second by Member Schulz, to donate up to \$1000 additional charitable gambling funds to the Whitney Senior Center to go toward the \$40 membership fee reduction with the condition that the additional payment total only be for the number of additional memberships requested up to the additional \$1000. The motion carried unanimously.

Mayor Miller then stated he received a thank you from Boy Scout Troop 20 for the donation sent to them from the City.

**ADJOURNMENT**

Mayor Miller declared the meeting adjourned at 1:07 p.m.

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Karla Virnig  
Deputy Clerk-Treasurer

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Richard E. Miller  
Mayor

*DRAFT*

## WAITE PARK CITY COUNCIL MEETING

FEBRUARY 6, 2017

A meeting of the Waite Park City Council was held at Waite Park City Hall on Monday, February 6, 2017 beginning at 6:30 PM.

### MEMBERS PRESENT

Members present were Mayor Miller, Councilmembers Linquist, Schneider, Schulz and Theisen

### CITY REPRESENTATIVES PRESENT

City Representatives present were City Administrator Johnson, Deputy Clerk-Treasurer Virnig, Chief of Police Benrud, Public Works Director Schluenz, Attorney Hansmeier, SEH Engineer Wotzka

### OTHERS PRESENT

There were no signatures on an attendance sheet.

### OPEN FORUM

Mayor Miller invited anyone wishing to speak during the open forum to step forward, but no one came forth.

### COUNCIL AGENDA

Motion by Member Schulz, second by Member Theisen, to approve the 2/6/17 Council Agenda as amended.

1.G. (Add) Change Order #2 – 2016 Sis Demolition

The motion carried unanimously.

### 1. CONSENT AGENDA

Motion by Member Theisen, second by Member Schneider, to approve the following 2/6/17 Consent Agenda items:

- 1.A. (Pulled for voting purposes – regarding Council Minutes of January 9, 2017)
- 1.B. (Pulled for discussion – regarding Change Order #1 Public Works Facility)
- 1.C. Accepted Retirement of Firefighter Mike Post
- 1.D. Accepted Resignation of Firefighter Joe Heinen
- 1.E. Approved Change Order #2 for 2016 10<sup>th</sup> Avenue South Overlay Improvements
- 1.F. Approved 1 Day Gambling License for St. Joseph's Volunteer Firefighter Relief Association at the Moose Lodge
- 1.G. (Pulled for discussion – regarding Change Order #2 – 2016 Sis Demolition)

The motion carried unanimously.

### 1.A. COUNCIL MINUTES OF JANUARY 9, 2017

Motion by Member Linquist, second by Member Schneider, to approve the Council Minutes of January 9, 2017.

Ayes: Mayor Miller, Members Linquist, Schneider, Schulz

Nays: None

Abstained: Member Theisen

The motion carried.

**1.B. CHANGE ORDER #1 PUBLIC WORKS FACILITY**

Member Linquist questioned what the directional boring was for that was included in the Change Order. Public Works Director Schluenz stated the box for the fiber is in the boulevard and they needed to get underneath the trail to get the fiber to the building.

Motion by Member Schulz, second by Member Theisen, to approve Change Order #1 for the Public Works Facility. The motion carried unanimously.

**1.G. CHANGE ORDER #2 – 2016 SIS DEMOLITION**

SEH Engineer Wotzka presented Change Order #2 for the 2016 Sis Demolition. This is a final compensating change order regarding having to remove five more trees on the perimeter of the property. The cost was \$200 for each tree, amounting to a change order of \$1,000.

Motion by Member Theisen, second by Member Schulz, to approve Change Order #2 – 2016 Sis Demolition. The motion carried unanimously.

**2. LAND USE STUDY**

The City has been working with St. Cloud State University on completing a Land Use Study that not only looked at future development opportunities for the community but also looked at the market in the Waite Park and the St. Cloud Region to determine what should be the focus for our community. A copy of the full study is available to the public upon request. The final copy once approved by the Council will be available on the website for the public to view.

City Administrator Johnson stated the report was received and reviewed at a prior Work Session. A survey was also done ahead of the report. St. Cloud State University then developed a SWAT Analysis, which talks about the strengths, weaknesses, opportunities and threats and utilized that information to compile the Land Use Study.

Staff will work up a work plan after the study is accepted and filed. Rental properties will be looked at as a part of this work plan. This Land Use Study will become a living document. Discussion was held on holding a work session with members of the Planning Commission and Park Board.

Motion by Member Schulz, second by Member Theisen, to approve receiving and filing the Land Use Study and scheduling a meeting to discuss the study. The motion carried unanimously.

**4. COUNCIL/MAYOR**

**4.A. REVIEW AND APPROVE BILLS**

Motion by Member Theisen, second by Member Schneider, to authorize payment of the accounts payable list (1116M1, 1116M2, 1216M1, 1216M2, 0117D1, 0117D2, 0117D3, 0117D4). The motion carried unanimously.

Mayor Miller stated thank you letters were received from Anna Marie's Alliance and the Boys and Girls Club for the donations to their organizations.

**5. ADMINISTRATOR**

**5.A. UPDATE**

City Administrator Johnson reviewed the following:

- The State of the City Address will be on February 15, 2017 from 11:30 a.m. to 1 p.m. at the Pizza Ranch.
- The next Council Meeting will be on March 6, 2017.
- A meeting will be set up regarding working on lobbying for the amphitheater project.

**ADJOURNMENT**

Mayor Miller declared the meeting adjourned at 6:41 p.m.

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Richard E. Miller  
Mayor

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Shaunna Johnson  
City Administrator

**Consent Agenda Item C:** Resolution Authorizing Haley Miller to remain on Police and Fire PERA

Haley Miller was hired as a full-time police officer on February 20, 2012. On August 15, 2016, she went from being a full-time police officer to a part-time police officer. For her to continue on the Police and Fire PERA Plan, the City is required to approve the attached resolution. The resolution continues to make her eligible under the Police and Fire Plan and requires Council action because the contributions to the Police and Fire Plan for both the City and the employee are more under the Police and Fire Plan (10.8% Employee; 16.2% Employer) than under the Coordinated Benefit Plan (6.5% Employee; 7.5% Employer). If the Council does not approve this resolution, it would require Haley to move from the Police and Fire Plan to the Coordinated Benefit Plan which according to PERA would be retroactive to August 15, 2016, the date she went from full-time to part-time employment. In reviewing other part-time officers within the City of Waite Park, we have approved a similar resolution allowing other part-time officers to be part of the Police and Fire PERA Plan. Staff's recommendation would be to approve the resolution as presented.

**RESOLUTION NO. 030617-\_\_**

**RESOLUTION DECLARING THE POSITION HELD BY HALEY MILLER TO BE  
A PART-TIME POLICE OFFICER**

WHEREAS, Haley Miller was hired by the City of Waite Park on February 20, 2012 as a full-time police officer; and,

WHEREAS, Haley Miller went from a full-time police officer to a part-time officer on August 15, 2016; and

WHEREAS, Haley Miller has been covered under the Police and Fire Fund membership with the City of Waite Park since February 20, 2012, and;

WHEREAS, For Ms. Miller to continue under the Police and Fire Fund as a part-time officer under Minnesota Statutes 353.34, the City Council is required to declare the position Ms. Miller holds to be primarily of a part-time patrol officer for her continued eligibility under the Police and Fire Fund; and

NOW, THEREFORE, BE IT RESOLVED that, the Position held by Haley Miller with the City of Waite Park, based on the job description and duties, has and continues to be primarily that of a patrol officer within the meaning of Minnesota Statute 354.34; and

BE IT FURTHER RESOLVED that the City declares that the Haley Miller's status moving from a full-time Patrol Officer to a part-time Patrol Officer should not affect her continuation in the Police and Fire PERA Fund. The City Council requests that this declaration be considered retroactive to her part-time status date of August 15, 2016 in order for her to continue on the Police and Fire PERA Fund without interruption.

Adopted by the City Council this 6<sup>th</sup> day of March 2017.

\_\_\_\_\_  
Shaunna Johnson  
City Administrator-Clerk-Treasurer

\_\_\_\_\_  
Richard E. Miller  
Mayor

**ACTION ON THIS RESOLUTION:**

Motion for adoption:  
Seconded by:  
Voted in favor of:  
Voted against:  
Abstained:  
Absent:  
Resolution adopted.

I hereby certify that the foregoing is a true and correct copy of a resolution adopted by the Waite Park City Council at a duly authorized meeting held on 03/06/2017.

\_\_\_\_\_  
Shaunna Johnson  
City Administrator-Clerk-Treasurer

**Consent Agenda Item D:** Tobacco Licenses for Northern Tier Retail at 29 3<sup>rd</sup> St NE; 107 28<sup>th</sup> Ave S; 1435 Division and 1013 2<sup>nd</sup> St South

Attached for council approval is new licensing for the Super America's in Waite Park, under new ownership of Northern Tier Retail, LLC, effective, March 27, 2017. Tobacco Licenses for; Super America, 29 3<sup>rd</sup> Street NE, 107 28<sup>th</sup> Ave S, 1435 Division St and 1013 2<sup>nd</sup> St S, Waite Park. All documentation, fees, and background/credit checks have been collected and cleared.



CITY OF

# Waite Park

WHERE MINNESOTA CONNECTS

## APPLICATION FOR TOBACCO LICENSE

The undersigned hereby applies for the following:

**\$60.00 Tobacco Application Fee**

Roger K. Burton

(Signature is required)

Roger Burton

(Print Name)

Business Name: Northern Tier Retail, LLC  
SuperAmerica 5029

Business Address: 29 3rd Street NE, Waite Park, MN  
56387

Business Phone #: 320-240-6853

**License Application to Make Retail Sales of Cigarette and Other Tobacco Products**

To be completed by applicant when applying for a license with a city or county.

Applicant's Minnesota tax ID number

The Minnesota tax ID must be issued in the same legal name of the licensee below.

FOR MUNICIPAL USE ONLY

License number
Period covered
Date of issuance

**Cigarettes/tobacco products will be sold** (a separate license is required for each location or vending machine):

Over counter       Through vending machine       Both

Print or type

Licensee's legal name <b>Northern Tier Retail LLC</b>	Federal employer ID number (FEIN)
Business trade name (doing business as) <b>SuperAmerica # 5029</b>	Daytime phone
Complete address of business location (permit location) <b>29 3rd street NE</b>	Other phone number
City <b>White Park</b>	Fax number
State <b>MN</b>	
Zip code <b>56387</b>	
Mailing address (if different than business address) <b>576 Bielenberg Drive, # 200 Woodbury</b>	Email address
City <b>Woodbury</b>	
State <b>MN</b>	
Zip code <b>55125</b>	

**Type of legal organization** (check one):

Sole proprietor       Minnesota corporation: Enter date of incorporation \_\_\_\_\_  
 Partnership       Out-of-state corporation: State of incorporation \_\_\_\_\_  
 Other (describe) DE LLC      Are you registered to do business in Minnesota?     Yes     No

Business Information


**Corporate officers or partners** (attach a list if necessary)

Name <b>Roger K. Burton</b>	Title <b>Vice President</b>
Address	City      State      Zip code
Name	Title
Address	City      State      Zip code

**As a licensed tobacco products or cigarette retailer, I understand that:**

1. I can purchase cigarettes only from a Minnesota distributor or subjobber who holds a license with the Minnesota Department of Revenue.
2. I must obtain a tobacco products distributor license if I purchase untaxed tobacco products from an out-of-state company.
3. I may not sell cigarettes affixed with Minnesota Native American stamps unless my retail business is located on a reservation that has a tax agreement with the State of Minnesota.
4. I may not purchase from or exchange cigarettes or tobacco products with another retailer.
5. I must keep complete and legible cigarette and tobacco products invoices on the licensed premises, or make invoices available within one hour of request, for at least one year after the date of the purchase.
6. I know that the Minnesota Department of Revenue and/or law enforcement may conduct cigarette and tobacco inspections of the premises, including inspections of inventory, invoices and licenses, and I understand that a refusal to allow an inspection is grounds for revocation of my license.
7. I know that failure to comply with all requirements can result in criminal penalties, including the loss of cigarettes and tobacco products.

Statement of understanding

Licensee signature 	Title <b>Vice President</b>	Print name <b>Roger K. Burton</b>	Date <b>2-15-17</b>	Daytime phone
Licensing agent's signature	Title	Print name	Date	Daytime phone

Sign here

**License applicant:** Submit this form to the licensing authority along with the license application.

**Licensing authority:** Mail or fax a copy of approved form to:  
Minnesota Revenue, Mail Station 3331, St. Paul, MN 55146-3331.



CITY OF

# Waite Park

WHERE MINNESOTA CONNECTS

## APPLICATION FOR TOBACCO LICENSE

The undersigned hereby applies for the following:

**\$60.00 Tobacco Application Fee**

Roger K Burton  
(Signature is required)

Roger Burton  
(Print Name)

Business Name: Northern Tier Detail, LLC  
SuperAmerica 5027

Business Address: 107 28<sup>th</sup> Ave S, Waite Park, MN 56387

Business Phone #: 320-203-7040

License Application to Make Retail Sales of Cigarette and Other Tobacco Products

To be completed by applicant when applying for a license with a city or county.

Applicant's Minnesota tax ID number

The Minnesota tax ID must be issued in the same legal name of the licensee below.

FOR MUNICIPAL USE ONLY

License number, Period covered, Date of issuance

Cigarettes/tobacco products will be sold (a separate license is required for each location or vending machine):

Over counter, Through vending machine, Both

Print or type

Licensee's legal name, Business trade name, Complete address of business location, Mailing address, Federal employer ID number, Daytime phone, Other phone number, Fax number, Email address

Type of legal organization (check one):

Sole proprietor, Partnership, Other (describe) DE LLC, Minnesota corporation, Out-of-state corporation, Are you registered to do business in Minnesota?

Business information

Corporate officers or partners (attach a list if necessary)

Name, Title, Address, City, State, Zip code

As a licensed tobacco products or cigarette retailer, I understand that:

- 1. I can purchase cigarettes only from a Minnesota distributor or subjobber who holds a license with the Minnesota Department of Revenue.
2. I must obtain a tobacco products distributor license if I purchase untaxed tobacco products from an out-of-state company.
3. I may not sell cigarettes affixed with Minnesota Native American stamps unless my retail business is located on a reservation that has a tax agreement with the State of Minnesota.
4. I may not purchase from or exchange cigarettes or tobacco products with another retailer.
5. I must keep complete and legible cigarette and tobacco products invoices on the licensed premises, or make invoices available within one hour of request, for at least one year after the date of the purchase.
6. I know that the Minnesota Department of Revenue and/or law enforcement may conduct cigarette and tobacco inspections of the premises, including inspections of inventory, invoices and licenses, and I understand that a refusal to allow an inspection is grounds for revocation of my license.
7. I know that failure to comply with all requirements can result in criminal penalties, including the loss of cigarettes and tobacco products.

Statement of understanding

Licensee signature, Title, Print name, Date, Daytime phone, Licensing agent's signature, Title, Print name, Date, Daytime phone

Sign here

License applicant: Submit this form to the licensing authority along with the license application.
Licensing authority: Mail or fax a copy of approved form to: Minnesota Revenue, Mail Station 3331, St. Paul, MN 55146-3331.



CITY OF

# Waite Park

WHERE MINNESOTA CONNECTS

## APPLICATION FOR TOBACCO LICENSE

The undersigned hereby applies for the following:

**\$60.00 Tobacco Application Fee**

Roger K Burton  
(Signature is required)

Roger Burton  
(Print Name)

Business Name: Northern Tier Retail, LLC dba/ Super America 5023

Business Address: 1435 Division St, Waite Park, MN 56387

Business Phone #: 320-259-7612

License Application to Make Retail Sales of Cigarette and Other Tobacco Products

To be completed by applicant when applying for a license with a city or county.

Applicant's Minnesota tax ID number

The Minnesota tax ID must be issued in the same legal name of the licensee below.

FOR MUNICIPAL USE ONLY

License number, Period covered, Date of issuance

Cigarettes/tobacco products will be sold (a separate license is required for each location or vending machine):

Over counter, Through vending machine, Both

Print or type

Licensee's legal name, Business trade name, Complete address of business location, Mailing address, Federal employer ID number, Daytime phone, Other phone number, Fax number, Email address

Type of legal organization (check one):

Sole proprietor, Partnership, Other (describe) DE LLC, Minnesota corporation, Out-of-state corporation, Are you registered to do business in Minnesota?

Business Information

Corporate officers or partners (attach a list if necessary)

Name, Title, Address, City, State, Zip code

As a licensed tobacco products or cigarette retailer, I understand that:

- 1. I can purchase cigarettes only from a Minnesota distributor or subjobber who holds a license with the Minnesota Department of Revenue.
2. I must obtain a tobacco products distributor license if I purchase untaxed tobacco products from an out-of-state company.
3. I may not sell cigarettes affixed with Minnesota Native American stamps unless my retail business is located on a reservation that has a tax agreement with the State of Minnesota.
4. I may not purchase from or exchange cigarettes or tobacco products with another retailer.
5. I must keep complete and legible cigarette and tobacco products invoices on the licensed premises, or make invoices available within one hour of request, for at least one year after the date of the purchase.
6. I know that the Minnesota Department of Revenue and/or law enforcement may conduct cigarette and tobacco inspections of the premises, including inspections of inventory, invoices and licenses, and I understand that a refusal to allow an inspection is grounds for revocation of my license.
7. I know that failure to comply with all requirements can result in criminal penalties, including the loss of cigarettes and tobacco products.

Statement of understanding

Licensee signature, Title, Print name, Date, Daytime phone, Licensing agent's signature, Title, Print name, Date, Daytime phone

Sign here

License applicant: Submit this form to the licensing authority along with the license application.
Licensing authority: Mail or fax a copy of approved form to: Minnesota Revenue, Mail Station 3331, St. Paul, MN 55146-3331.



CITY OF

# Waite Park

WHERE MINNESOTA CONNECTS

## APPLICATION FOR TOBACCO LICENSE

The undersigned hereby applies for the following:

**\$60.00 Tobacco Application Fee**

Roger K Burton

(Signature is required)

Roger Burton

(Print Name)

Business Name: Northern Tier Retail, LLC dba/  
SuperAmerica 5014

Business Address: 1013 2nd Street So, Waite Park, MN 56387

Business Phone #: 320-259-4586

**License Application to Make Retail Sales of Cigarette and Other Tobacco Products**

To be completed by applicant when applying for a license with a city or county.

Applicant's Minnesota tax ID number

The Minnesota tax ID must be issued in the same legal name of the licensee below.

FOR MUNICIPAL USE ONLY

License number
Period covered
Date of issuance

**Cigarettes/tobacco products will be sold** (a separate license is required for each location or vending machine):

Over counter       Through vending machine       Both

Print or type

Licensee's legal name <b>Northern Tier Retail LLC</b>	Federal employer ID number (FEIN)
Business trade name (doing business as) <b>SuperAmerica # 5014</b>	Daytime phone
Complete address of business location (permit location) <b>1013 2nd Street South</b>	County <b>Stearns</b>
City <b>White Park</b>	State <b>MN</b> Zip code <b>56387</b>
Mailing address (if different than business address) <b>576 Bielenberg Drive, # 200 Woodbury</b>	City <b>Woodbury</b> State <b>MN</b> Zip code <b>55125</b>

Type of legal organization (check one):

Sole proprietor       Minnesota corporation: Enter date of incorporation \_\_\_\_\_  
 Partnership       Out-of-state corporation: State of incorporation \_\_\_\_\_  
 Other (describe) DE LLC      Are you registered to do business in Minnesota?     Yes     No

Business information


Corporate officers or partners (attach a list if necessary)

Name <b>Roger K. Burton</b>	Title <b>Vice President</b>
Address	City      State      Zip code
Name	Title
Address	City      State      Zip code

As a licensed tobacco products or cigarette retailer, I understand that:

1. I can purchase cigarettes only from a Minnesota distributor or subjobber who holds a license with the Minnesota Department of Revenue.
2. I must obtain a tobacco products distributor license if I purchase untaxed tobacco products from an out-of-state company.
3. I may not sell cigarettes affixed with Minnesota Native American stamps unless my retail business is located on a reservation that has a tax agreement with the State of Minnesota.
4. I may not purchase from or exchange cigarettes or tobacco products with another retailer.
5. I must keep complete and legible cigarette and tobacco products invoices on the licensed premises, or make invoices available within one hour of request, for at least one year after the date of the purchase.
6. I know that the Minnesota Department of Revenue and/or law enforcement may conduct cigarette and tobacco inspections of the premises, including inspections of inventory, invoices and licenses, and I understand that a refusal to allow an inspection is grounds for revocation of my license.
7. I know that failure to comply with all requirements can result in criminal penalties, including the loss of cigarettes and tobacco products.

Sign here

Licensee signature 	Title <b>Vice President</b>	Print name <b>Roger K. Burton</b>	Date <b>2-15-17</b>	Daytime phone
Licensing agent's signature	Title	Print name	Date	Daytime phone

**License applicant:** Submit this form to the licensing authority along with the license application.

**Licensing authority:** Mail or fax a copy of approved form to:  
Minnesota Revenue, Mail Station 3331, St. Paul, MN 55146-3331.

**Consent Agenda Item E:** 3.2 Malt Liquor License for Northern Tier Retail at 1435 Division Street

A 3.2 Off-Sale Liquor License for Super America located at 1435 Division St, Waite Park, MN 56387 is being requested. All documentation, fees, and background/credit checks have been collected and cleared.



CITY OF

# Waite Park

WHERE MINNESOTA CONNECTS

#5023 (4860)

## APPLICATION FOR 3.2 MALT LIQUOR OFF SALE LICENSE

The Undersigned hereby applies for the following:

\$ 50.00 Off Sale 3.2 Malt Liquor License (January-December) *No only 3.2 off sale*

SIGNATURE: Ragn K Burt  
(NOTE: SIGNATURE IS REQUIRED)

<sup>LLC</sup>  
Corporation/Partnership Name: Northern Tier Retail LLC

Partner Name: \_\_\_\_\_ DOB: \_\_\_\_\_  
SS# \_\_\_\_\_ Home Address: \_\_\_\_\_

Partner Name: \_\_\_\_\_ DOB: \_\_\_\_\_  
SS# \_\_\_\_\_ Home Address: \_\_\_\_\_

Partner Name: \_\_\_\_\_ DOB: \_\_\_\_\_  
SS# \_\_\_\_\_ Home Address: \_\_\_\_\_

*Officer*  
Owner's Name: Roger Burton DOB: \_\_\_\_\_  
SS# \_\_\_\_\_ Home Address: \_\_\_\_\_

Business Name: Super America 5023  
Business Address: 1435 Division St.  
City/State/Zip: Waite Park, MN 56387

**APPLICATION, NECESSARY PAPERWORK & FEES MUST BE RETURNED TO THE CITY ADMINISTRATOR'S OFFICE FOR REVIEW AT LEAST 60 DAYS PRIOR TO THE OPENING DATE FOR CITY COUNCIL AND STATE APPROVAL.**

~ANY QUESTIONS PLEASE CALL JESSIE WHEELER AT (320) 252-6822~



Minnesota Department of Public Safety  
**Alcohol and Gambling Enforcement Division (AGED)**  
 444 Cedar Street, Suite 222, St. Paul, MN 55101-5133  
 Telephone 651-201-7507 Fax 651-297-5259 TTY 651-282-6555

**Certification of an On Sale Liquor License, 3.2% Liquor license, or Sunday Liquor License**

**Cities and Counties:** You are required by law to complete and sign this form to certify the issuance of the following liquor license types:  
 1) City issued on sale intoxicating and Sunday liquor licenses  
 2) City and County issued 3.2% on and off sale malt liquor licenses

Name of City or County Issuing Liquor License City of Waite Park License Period From: 3-27-17 To: 12/31/17

Circle One: New License License Transfer \_\_\_\_\_ Suspension \_\_\_\_\_ Revocation \_\_\_\_\_ Cancel \_\_\_\_\_  
(former licensee name) (Give dates)

License type: (circle all that apply) On Sale Intoxicating \_\_\_\_\_ Sunday Liquor \_\_\_\_\_ 3.2% On sale \_\_\_\_\_ 3.2% Off Sale  
 Fee(s): On Sale License fee: \$ \_\_\_\_\_ Sunday License fee: \$ \_\_\_\_\_ 3.2% On Sale fee: \$ \_\_\_\_\_ 3.2% Off Sale fee: \$ 50.00

Licensee Name: Northern Tier Retail LLC DOB \_\_\_\_\_ Social Security # \_\_\_\_\_  
(corporation, partnership, LLC, or Individual)

Business Trade Name Super America 5023 Business Address 1435 Division St City Waite Park

Zip Code 56387 County Stearns Business Phone 320-259-7612 Home Phone \_\_\_\_\_

Home Address \_\_\_\_\_ City \_\_\_\_\_ Licensee's MN Tax ID # \_\_\_\_\_  
(To Apply call 651-296-6181)

Licensee's Federal Tax ID # \_\_\_\_\_  
(To apply call IRS 800-829-4933)

If above named licensee is a corporation, partnership, or LLC, complete the following for each partner/officer:

<u>Roger Kenneth Burton</u>			
Partner/Officer Name (First Middle Last)	DOB	Social Security #	Home Address

Intoxicating liquor licensees must attach a certificate of to be sent March 27 Liquor Liability Insurance to this form. The insurance certificate must contain all of the following:

- 1) Show the exact licensee name (corporation, partnership, LLC, etc) and business address as shown on the license.
- 2) Cover completely the license period set by the local city or county licensing authority as shown on the license.

Circle One: (Yes No) During the past year has a summons been issued to the licensee under the Civil Liquor Liability Law?

Workers Compensation Insurance is also required by all licensees: Please complete the following:

Workers Compensation Insurance Company Name: Indemnity Ins Co. of North America Policy # WJLR 48610006

I Certify that this license(s) has been approved in an official meeting by the governing body of the city or county.

City Clerk or County Auditor Signature \_\_\_\_\_ Date \_\_\_\_\_  
(title)

**On Sale Intoxicating liquor licensees must also purchase a \$20 Retailer Buyers Card. To obtain the application for the Buyers Card, please call 651-201-7504, or visit our website at [www.dps.state.mn.us](http://www.dps.state.mn.us).**

**Agenda Item No. 2**

Issue: Request to Harbor 3 dogs at 126 5<sup>th</sup> Ave North

---

**BACKGROUND:**

Ashley Johnson is requesting the Council to consider allowing her to house 3 dogs in her home as they just moved into the city and have had the for a number of years and one of the dogs is a therapy dog. Our Ordinance allows homeowners to have 2 dogs and requires that any additional animals would require council approval. A copy of a letter is enclosed in your packet requesting this consideration.

**REQUIRED ACTION:** To approve OR deny allowing Ashley Johnson to house 3 dogs at 126 5th Avenue North.

**SUGGESTED MOTIONS:**

Councilmember \_\_\_\_\_ moved to approve OR deny allowing Ashely Johnson to house 3 dogs.

Councilmember \_\_\_\_\_ seconded the motion.

**ROLL CALL**

Councilmember Michael Linquist \_\_\_\_\_  
Councilmember Charles Schneider \_\_\_\_\_  
Councilmember Frank Theisen \_\_\_\_\_  
Councilmember Vic Schulz \_\_\_\_\_  
Mayor Richard Miller \_\_\_\_\_

Motion (Approved) (Denied)

---

**From:** ashley johnson  
**Sent:** Thursday, February 02, 2017 11:46 AM  
**To:**  
**Subject:** Council meeting

To whom it may concern,

We have recently moved to Waite Park address of 126 5th Ave N as of 01.13.17. I am writing in request for a 3rd dog to be licensed in our home. Our golden retriever whom we purchased in June of 2012 is a therapy dog for my daughter Camerynn who has quadriplegic cerebral palsy, seizure disorder as well as nonverbal. The papers that have been turned in are copies from a previous landlord of certification for a therapy dog from our pediatrician.

Do to being a blended family when my husband and I united he had one dog (Murphy who is licensed), and we had two, Ariel the golden retriever and Winnie who is also licensed. Our dogs are mainly inside and we follow the leash and vaccination laws very addemntly. I am aware of the 2 dog maximum policy and with the passing of one of  
Our dogs (unless it is the therapy dog) we will keep our dogs at the amount of 2 or less.

Thank you for time and consideration,

Ashley Johnson

Sent from Yahoo Mail for iPhone

Assistive/Companion Animal Request Verification

TO DR Peitso  
CentralCare Health Plaza  
FAX #320-654-3632

RE Camerynn Peterson  
Name  
[Redacted] - 4127  
Social Security Number

FROM SSS Property Management  
3105 12<sup>th</sup> Street South  
St. Cloud, MN 56301

Thank you for your prompt response. All information is confidential.  
Please contact Katie  
at 320 240-5158 if you have any questions

PERMISSION FOR RELEASE OF INFORMATION

You do not have to sign this form if either the requesting organization or the organization supplying the information is left blank.  
Release I hereby authorize the release of the requested information. Information obtained under this consent is limited to information that is no older than 12 months. There are circumstances, which would require the owner to verify information that is up to 3 years old, which would be authorized by me on a separate consent, attached to a copy of this consent

→ [Signature] Signature 6-11-12 Date

**THIS SECTION TO BE COMPLETED BY APPLICANT'S/TENANT'S LICENSED PROFESSIONAL\***

**\*RELEVANT TO THE DISABILITY BEING VERIFIED**

The household member named above has requested management's permission to keep an assistive/companion animal at the property. The lease prohibits households from keeping animals of any kind at the property. However, if an individual with disabilities requests permission to keep an animal at the property, their request must be considered by management. Additionally, management must verify that the individual qualifies as "disabled" under federal law and requires the animal in order to have an equal opportunity to use and enjoy the property.

Please review the definitions below and indicate whether or not the applicant is handicapped or disabled as defined in Section 223 of the Social Security Act, or Section 102 (b)(5) of the Developmental Disabilities Services and Facilities Construction Amendment of 1970, or as defined in 24 CFR Section 812.2(c) or Section 504 of the Rehabilitation Act of 1973

- A Inability to engage in any substantial, gainful activity by reason of any medically determinable physical or mental impairment which can be expected to result in death or which has lasted or can be expected to last for a continuous period of not less than 12 months. Yes  No
- B In the case of an individual who has attained an age of 55 and is blind (within the meaning of "blindness" as defined in Section 416 (1) (1) inability by reason of such blindness to engage in substantial gainful activity in which he/she has previously engaged with some regularity and over a substantial period of time. Yes  No  N/A
- C A disability attributable to developmental disability cerebral palsy, epilepsy, or another neurological condition of an individual found by the Secretary (of Health, Education, and Welfare) to be closely related to developmental disability or to require treatment similar to that required for developmentally disabled individuals, which disability originates before such individual attains age twenty-two, which has continued or can be expected to continue indefinitely and which constitutes a substantial handicap to such individual. Yes  No

File

- D A handicapped person as defined in 24 CFR Section 812.2(c) a person having a physical or mental impairment which (1) is expected to be of long continued and indefinite duration, (2) substantially impedes his/her ability to live independently and (3) is of such nature that such a disability could be improved by more suitable housing conditions  Yes  No
- E An individual with handicaps as defined in Section 504 of the Rehabilitation Act of 1973 who has a physical or mental impairment that substantially limits one or more major life activities, has a record of such impairment or is regarded as having such impairment  Yes  No

The term physical or mental impairment includes, but is not limited to, such diseases and conditions as orthopedic, visual, speech, and hearing impairments, cerebral palsy, autism, epilepsy, muscular dystrophy, multiple sclerosis, cancer, heart disease, diabetes, Human Immunodeficiency Virus Infection, mental retardation, emotional illness, drug addiction and alcoholism. This definition does not include any individual who is a drug addict and is currently using illegal drugs or an alcoholic who poses a direct threat to property or safety because of alcohol use.

In your licensed professional opinion does the household member need to keep an assistive/companion animal at the property in order to have the same opportunity that a nondisabled/handicapped individual has to use and enjoy the property?  Yes  No

If you are unable to complete this form please indicate reason \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**I certify that this form is completed in response to a direct and explicit request of the patient**

Signature Marilyn Reitsa Date 6/18/12  
 Print your name Marilyn Reitsa Tel # 320-654-3610  
 Title MD  
 Address Pentacare Clinic  
1900 Pentacare Circle St. Cloud

**PENALTIES FOR MISUSING THIS CONSENT**

Title 18, Section 1001 of the U.S. Code states that a person is guilty of a felony for knowingly and willfully making false or fraudulent statements to any department of the United States Government. HUD, the PHA and any owner (or any employee of HUD, the PHA or the owner) may be subject to penalties for unauthorized disclosures or improper uses of information collected based on the consent form. Use of the information collected based on this verification form is restricted to the purposes cited above. Any person who knowingly or willfully requests, obtains or discloses any information under false pretenses concerning an applicant or participant may be subject to a misdemeanor and fined not more than \$5,000. Any applicant or participant affected by negligent disclosure of information may bring civil action for damages and seek other relief, as may be appropriate against the officer or employee of HUD, the PHA or the owner responsible for the unauthorized disclosure or improper use.

Penalty provisions for misusing the social security number are contained in the Social Security Act at 42 U.S.C. 208(f)(g) and (h). Violation of these provisions are cited as violations of 42 CFR 408(f)(g) and (h).

### **Agenda Item No. 3**

Issue: Conditional Use Permit – Billboard in Off-Premise Sign Corridor – Franklin Outdoor Advertising and Bruce Habberg

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#### **BACKGROUND**

Franklin Outdoor Advertising, with permission of the property owner, has submitted an application to allow an off-premise sign (billboard) within the established Off-Premise Sign Corridor (map enclosed). The subject area is owned by the Hagberg family and is located on the western side of Highway 23, across from the entrance area to The Grande Depot. This area was annexed into the City as of December 31st, 2016 and staff was aware that there was interest in pursuing installation of new billboards in several areas of the newly-annexed area.

Installation of off-premise signage is required to go through the Conditional Use Permit process, and the sign ordinance establishes criteria which billboards must meet, including maximum sign face dimensions, setbacks, heights above grade, and minimum distances from residential districts or public or religious buildings. Also required are minimum distances between billboards, with 1,000 feet being required between “static” (non-digital) billboards. Digital billboards must be 2,000 feet from another digital billboard and 1,000 feet from another static billboard.

The proposed billboard is located nearly 2,000 feet away from the nearest off-premise billboard sign, which is located to the north. The proposal is for a static “V-style” billboard with two sign faces, one each facing north and south, which is the most common billboard design in this area. The applicants have been advised that due to the increased distances required between digital billboards, that in the event that a digital billboard is approved in a nearby area it may limit the future ability to convert the proposed billboard to a digital system, as is occasionally done. The applicants have noted they recognize this and are only interested in the static arrangement at this time.

The proposed location has received approval from MnDOT and has a permit to proceed with the installation which is valid until June 30th, 2017. The proposed setbacks meet City ordinance requirements. However, the sign face dimensions noted on the MnDOT application will need to be revised slightly to meet City standards. The MnDOT application lists proposed sign face sizes of 10’ high and 40’ wide, for a total of 400 square feet. City maximums are 12’ high and 36’ wide, with a maximum area of each sign face of 400 sq. ft.

The Planning Commission reviewed the request at their February 14, 2017 meeting and recommended approval of the request with the conditions as submitted. No concerns were submitted during the public hearing.

#### **REQUIRED ACTION**

The City Council’s actions could be any of the following regarding the request:

1. Approval of the Conditional Use Permit as presented.
2. Approval of the Conditional Use Permit with modified or additional conditions.
3. Denial of the Conditional Use Permit, with findings of fact.

4. The Planning Commission may, at its discretion and with the approval of the applicant, table the matter pending further information from the applicant that will help it render a recommendation to the City Council. An extension of the 60-day request review period as noted by State Statutes may be required.

**STAFF RECOMMENDATION**

Staff recommends approval of the conditional use permit to allow an off-premise sign (billboard) in the Off-Premise Sign Corridor with the following conditions:

1. A permit from the City of Waite Park shall be obtained prior to fabrication or installation of the billboard structure. Permit will not be issued unless valid MnDOT Advertising Device Permit is on file with City of Waite Park.
2. Applicant and City staff shall demonstrate that all billboards owned/operated by Franklin Outdoor Advertising have paid necessary annual licensing fees prior to issuance of permit.
3. Proposed sign face dimensions shall be revised to reflect maximum sizes of 12’ height, 36’ wide, not to exceed 400 sq. ft. per City ordinance.
4. Total height of the billboard shall not exceed 36 feet above grade of adjacent southbound lane of Highway 23.
5. No more than one sign per face shall be installed at any time.
6. Future conversion to digital display requires separate review and permit via City staff. Potential to convert to digital display may be limited by other existing nearby off-premise sign installations.
7. Proposed off-premise sign is subject to annual licensing by City and payment of fee as established in Schedule of Fees and updated from time to time.

**SUGGESTED MOTION**

Councilmember \_\_\_\_\_ moved to **approve** or **deny** the request for a Conditional Use Permit to allow an off-premise sign in the established Off-Premise Sign Corridor, with the following additional conditions:

\_\_\_\_\_

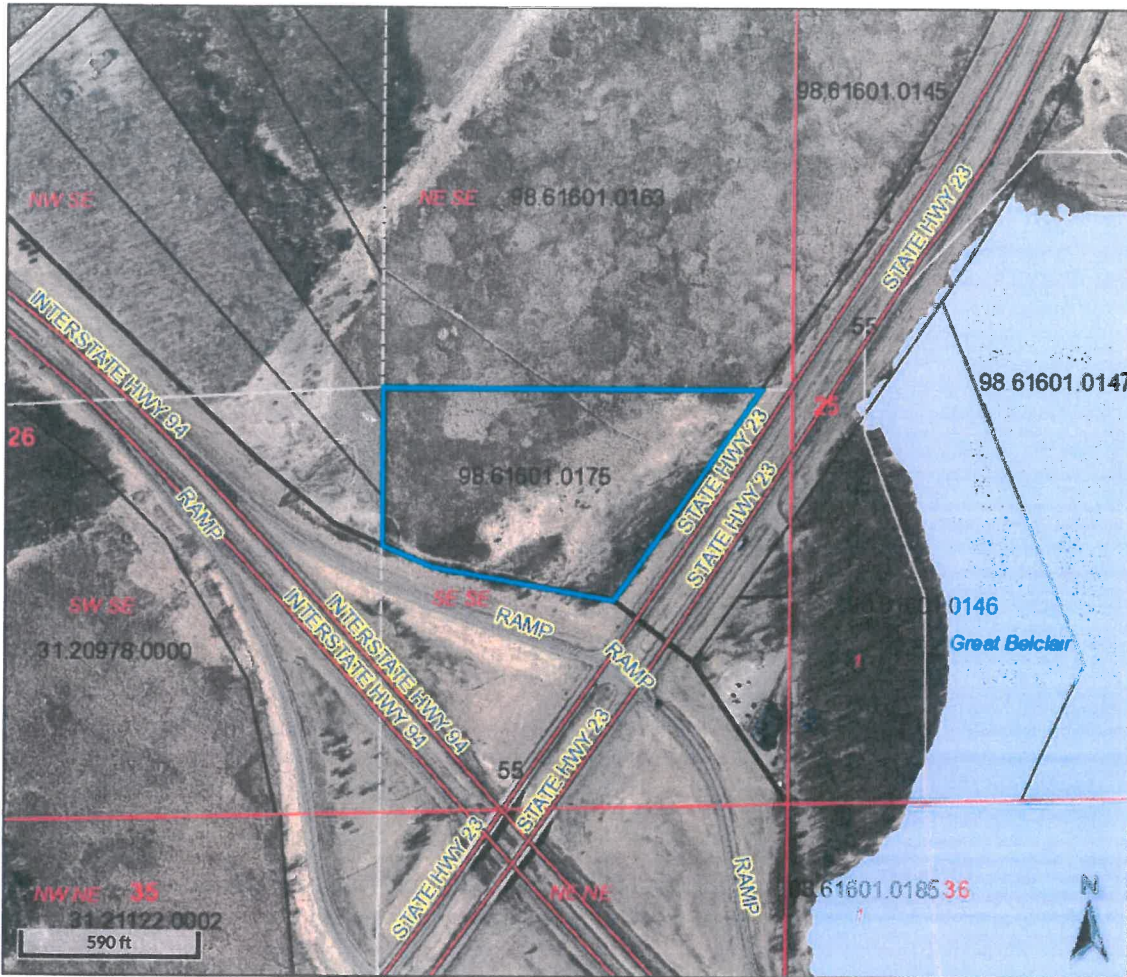
\_\_\_\_\_

Councilmember \_\_\_\_\_ seconded the motion.

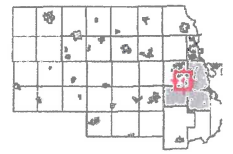
**ROLL CALL**

Councilmember Vic Schulz	_____
Councilmember Michael Linquist	_____
Councilmember Charles Schneider	_____
Councilmember Frank Theisen	_____
Mayor Richard E. Miller	_____

Motion (Approved) (Denied)



Overview



Legend

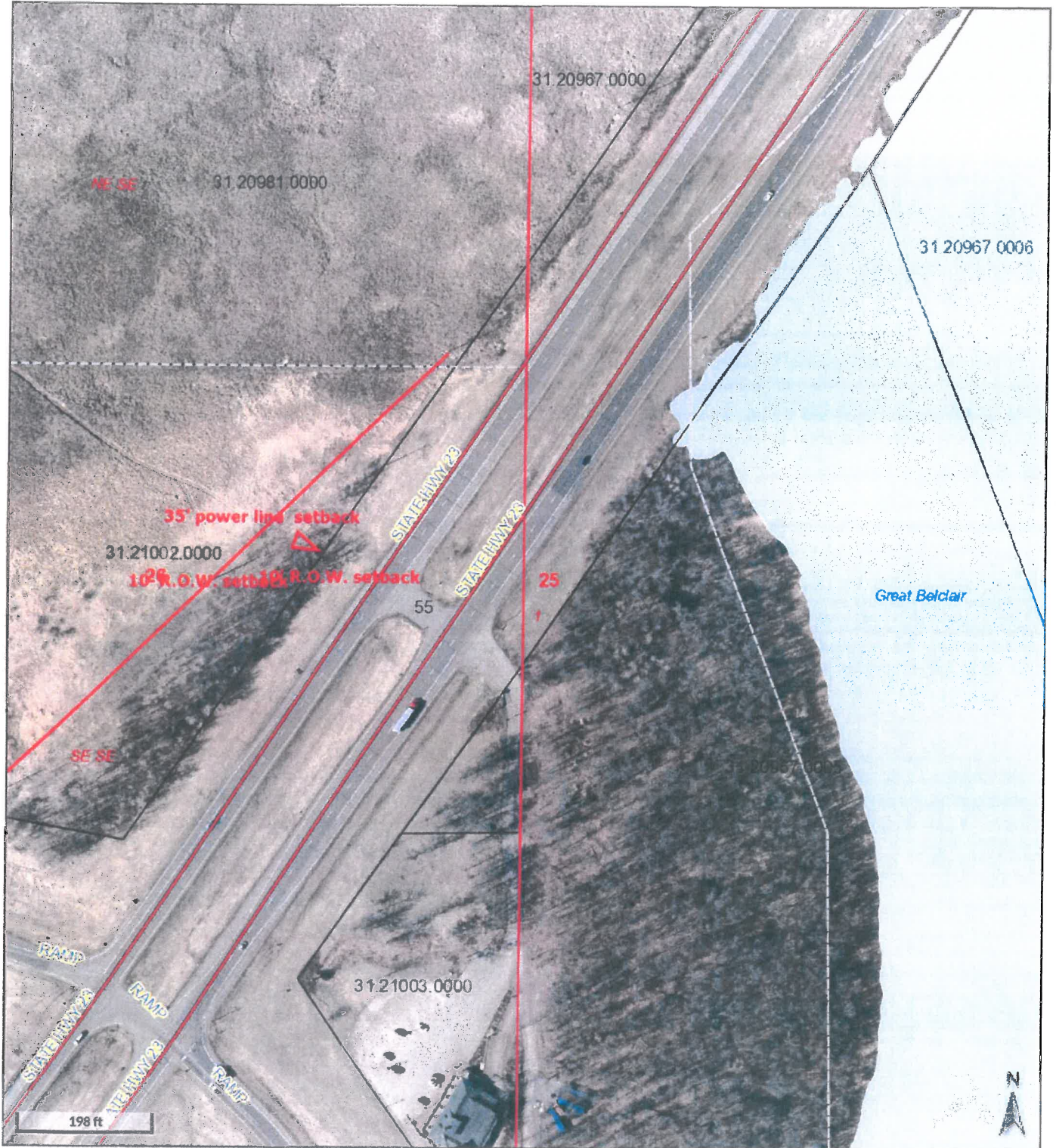
-  Parcels
- Additions**
-  A
-  M
-  T
- Parcel ID Labels**
-  Sections
- Quarter-Quarter Sections**
-  Active Rail Line
-  Unincorporated Cities
-  Minor Civil Division - Township
-  Water Access
-  Airport
-  Cemetery
-  Parks
-  Lakes
-  Streams and River
- Major Roads**
-  Interstate Hwy
-  US Hwy
-  State Hwy
-  County Hwy
-  Roads

<b>Parcel ID</b>	98.61601.0175	<b>Alternate ID</b>	n/a	<b>Owner Address</b>	VICKY L HAGBERG REV TRUST
<b>Sec/Twp/Rng</b>	26/124/029	<b>Class</b>	2B-Rural Vacant Land/Non-Productive - Non Homestead		8702 OLD HIGHWAY RD N
<b>Property Address</b>	32679 65TH AVE ST CLOUD	<b>Acreage</b>	14.83		ST CLOUD MN 56301
<b>District</b>	9808 WAITE PARK 742				
<b>Brief Tax Description</b>	14.83A THAT PART OF N2SE4SE4 LYING N & W OF HWY R/W				
	(Note: Not to be used on legal documents)				

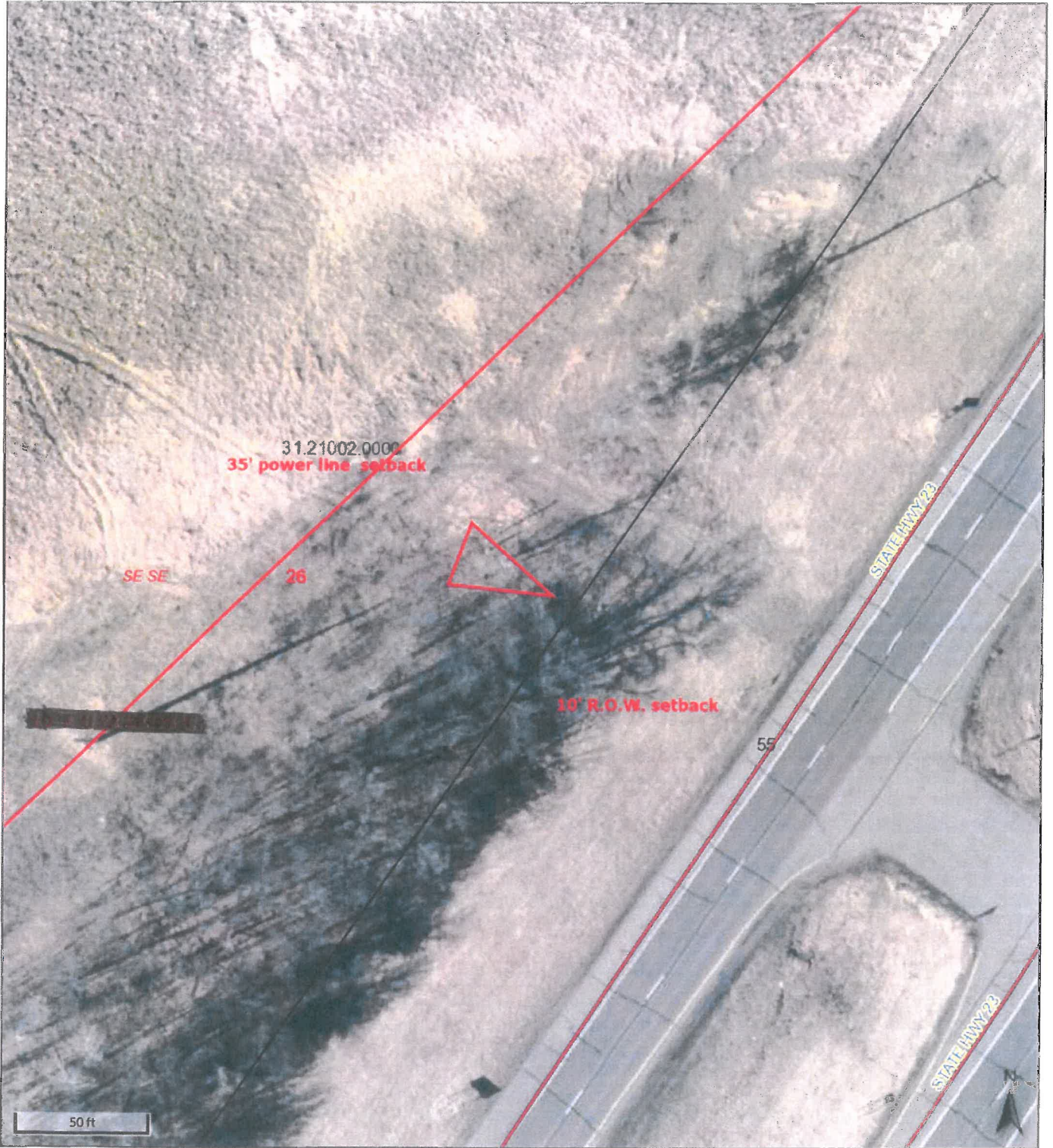
This map is made available on an "as is" basis, without express or implied warranty of any sort including, specifically, any implied warranties of fitness for a particular purpose, warranties of merchantability or warranties relating to the accuracy or completeness of the database(s).

Date created: 2/1/2017  
Last Data Uploaded: 1/12/2017 11:34:50 PM

Hagberg Property  
billboard site



Hagberg Property  
billboard site



SE 1/4

Q PROPOSED TRANSMISSION LINE

EASEMENT AREA  
1.47 ACRES

EXHIBIT "B"

P.I. G.R.E.  
POINT "A"

R/W LINE

SE 1/4 - SE 1/4  
SEC. 26, T. 124, R. 29

146.64'  
S89°08'41"W

P.I. G.R.E.

900.80'

545°52'43"W

R/W LINE

E SOUTH BOUND HWY. 23

E NORTH BOUND HWY. 23

HWY. MON. B4

220.58'

E WEST BOUND TRUNK HWY. 94

E EAST BOUND TRUNK HWY. 94

*SIGN SITE between  
Hwy 23 ROW + Electrical Easement  
10' setback from ROW.*



5-12-05  
BECHTOLD / HAGBERG  
EASEMENT NO. ST-RV-009  
Q:\TL\MISC\WD4206 ROCKVILLE\ST-RV-009



SCR 4 of 4

Mn/DOT TP 17197-02 (1-82)  
LEAVE A BLANK BETWEEN WORDS



STATE OF MINNESOTA  
DEPARTMENT OF TRANSPORTATION  
ADVERTISING DEVICE PERMIT APPLICATION

APPLICANT LANDOWNER

FRANKLIN OUTDOOR ADV  
NAME LINE 1

NAME LINE 2

NAME LINE 3

PO BOX 1818  
MAILING ADDRESS  
CLEARWATER MN 56320  
CITY STATE ZIP  
320-558-3000  
TELEPHONE

BRUCE HAEBERG  
NAME  
8702 Old Hwy Rd N  
MAILING ADDRESS  
ST CLOUD MN 56301  
CITY STATE ZIP  
320-252-5413  
TELEPHONE

OFFICE USE ONLY

ACCOUNT 17945 DO 35

PERMIT 21386 C/D/N/S 9 1/2/3/6 3 7305 CB

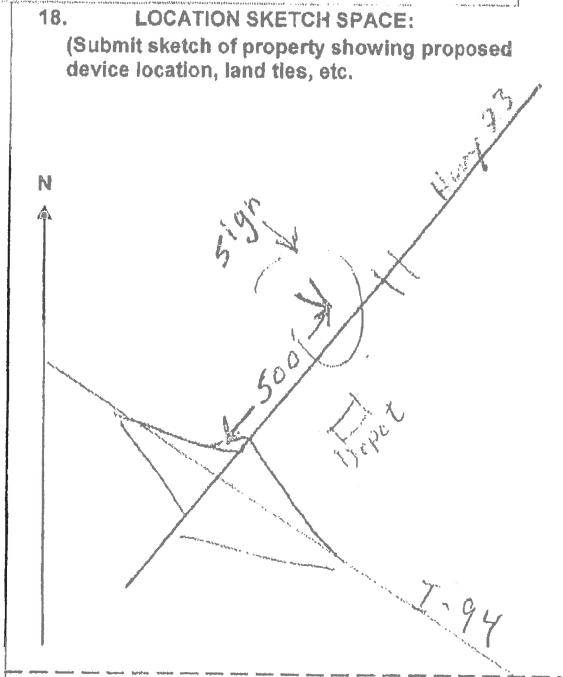
I/P/S/U P 023 TH MILEPOINT 199.66 L/R 1

COMMENT

PROPERTY LOCATION:

23 7. HIGHWAY Stearns 8. COUNTY St. Joe Twp 8A. MUNICIPALITY

9. SIGN MESSAGE: Various
10. LANDMARKS: I-94
11. ADVERTISING AREA (Include border & trim):  
10 HEIGHT 40 WIDTH 400 SQUARE FEET
12. Illuminating Device:  Yes  No
13. Distance from center of highway to nearest corner of device: 100 Ft.
- 13A. Right of way at sign site: 100 Ft.
14. Approx. Date device will be/was erected: 7-1-13
15. Type Device  
 SINGLE  SIDE BY SIDE  "V" TYPE  BACK TO BACK
16. Landowner, Lessee or Agent must submit letter granting use of property or sign item below.  
Bruce Haebreg SIGNATURE Feb 21, 2013 DATE  Yes, Letter Attached



ZONING & ZONING AUTHORITY  
LRRBIRY EXPANSION - STEARNS CO  
Submit legal description of property if required.

17. I, We, the undersigned, hereby declare that all statements herein are true and complete, with the same force and effect as though given under oath, herewith accept the terms and conditions of the regulations of the Commissioner of Transportation and fully agree to comply there with to the satisfaction of the Minnesota Department of Transportation.  
Steve J. Anderson SIGNATURE Oct 4, 2016 DATE

Submit application with check for proper fee payable to Commissioner of Transportation

ADVERTISING DEVICE PERMIT

Permission is hereby granted for the construction of the device as described in the above application, said device to be in accordance with the regulations as set forth in the Commissioner of Transportation's regulations and the laws of the State of Minnesota. Subject to Local Ordinance.

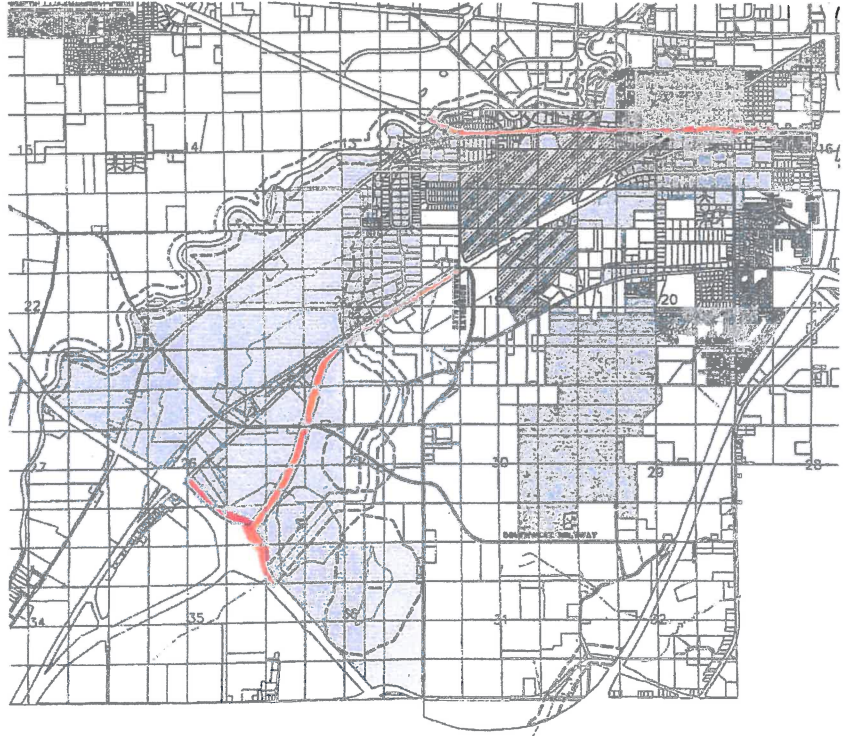
SPECIAL REQUIREMENTS: Device must be erected within 120 days or permit will be voided. Permit number must be affixed to device together with permittee name. It is expressly understood that this permit is conditioned upon maintenance of the device in its original or to a satisfactory condition.

This permit expires on June 30, 2017  
FOR DISTRIBUTION OF COPIES, SEE REVERSE SIDE.

DATE 10-7-16 DISTRICT ENGINEER [Signature]

Permit No. 21386

## OFF-PREMISE CORRIDOR MAP



53-23

The corridors that off-premise signs are allowed are 1) along Division St from Waite Ave to the Sauk River, 2) along Highway 23 west of 28<sup>th</sup> Ave S, west to I94, and 3) along I94 from Highway 23 south to the edge of T.H. 23 Entrance Corridor as guided by the Future Land Use

**Agenda Item No. 4**

Issue: Approve Delegation Agreement Addendum and Inspection Services Agreement regarding Lodging Facilities

---

**BACKGROUND:** The City of Waite Park has requested support from Stearns County in becoming the licensing authority for lodging facilities within the City of Waite Park. The County of Stearns is presently the licensing authority pursuant to a delegation agreement with the Minnesota Department of Health. The proposed addendum to the delegation agreement, a copy of which is attached hereto as Exhibit A, will allow the City of Waite Park to issue, administer and enforce lodging licenses. The Minnesota Department of Health has not yet approved the addendum. Also, the City of Waite Park desires to contract with Stearns County to continue conducting the lodging inspections. A proposed agreement for lodging inspection services, a copy of which is attached hereto as Exhibit B, is included as well.

**REQUIRED ACTION:** To approve the Delegation Agreement Addendum and Inspection Services Agreement.

**RECOMMENDED ACTION:** To approve the Delegation Agreement Addendum and Inspection Services Agreement.

**SUGGESTED MOTION:** Council Member \_\_\_\_\_ moved to approve or deny the Delegation Agreement Addendum and Inspection Services Agreement, and to grant authority to the Mayor and City Administrator to sign the agreements and to grant authority to the Mayor and City Administrator with assistance of the City Attorney to seek approval from the Minnesota Department of Health for such delegation; or with the following conditions:

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Council Member \_\_\_\_\_ seconded the motion.

**ROLL CALL**

Council member Charles Schneider \_\_\_\_\_  
Council member Vic Schulz \_\_\_\_\_  
Council member Michael Linqvist \_\_\_\_\_  
Council member Frank Theisen \_\_\_\_\_  
Mayor Richard E. Miller \_\_\_\_\_

Motion (Approved) (Denied)

**ADDENDUM TO THE DELEGATION AGREEMENT BETWEEN STEARNS COUNTY  
AND THE MINNESOTA DEPARTMENT OF HEALTH ADDING THE CITY OF  
WAITE PARK AS A DELEGATED PARTY FOR LODGING**

THIS Addendum to the 'Delegation Agreement Between Stearns County and Minnesota Department of Health', dated July 23, 2010, is entered into by and between the Minnesota Department of Health, the County of Stearns and the City of Waite Park. The purpose of this Addendum is to make the City of Waite Park a delegated party for purpose of establishing limited lodging license authority as set forth in this Addendum.

Under Minnesota Statutes §145A.07 "DELEGATION OF POWERS AND DUTIES," a community health board, with approval of the Minnesota Department of Health, may authorize a city within its jurisdiction to carry out activities to fulfill community health board responsibilities.

Stearns County is a delegated community health board by the State of Minnesota. The City of Waite Park is a municipality within Stearns County.

Because of increase in City population, the planning and construction of additional lodging facilities, and the desire of the City to be more involved in regulating lodging in its city, the City of Waite Park seeks to have delegated to it the authority for lodging inspections and licensing in the City of Waite Park subject to the following terms and conditions:

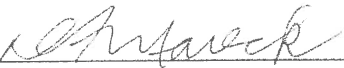
1. The City of Waite Park is delegated the authority for licensing and inspections of lodging for lodging facilities within the City limits of the City of Waite Park. Stearns County remains the delegated party beyond the City limits of Waite Park as provided for in the original delegation agreement with the Minnesota Department of Health.
2. Stearns County agrees to continue to conduct inspections in the City using its trained and qualified employees provided that the expense of such inspections will be paid by the City of Waite Park to the County at a rate negotiated by separate contract between the County and City.
3. Stearns County will provide the customary inspection services, pursuant to its established schedule and upon reasonable request, for lodging inspections and provide appropriate documentation of the inspections and findings to the City. Stearns County will assure itself appropriate inspection standards are being followed because its employees are the primary inspectors.
4. The City of Waite Park will administer the licensing, licensing enforcement, and communications with the respective lodging facilities and will adopt its own lodging ordinance for this purpose. The parties agree that Stearns County shall not be responsible for enforcement of lodging license issues or violations arising under the City's ordinance.

5. This delegated authority only applies to lodging in the city limits of Waite Park and does not extend beyond its municipal boundaries.
6. Stearns County will continue to exercise all remaining authority delegated to it within the City of Waite Park pursuant to Section 2 of the original delegation agreement, as it has done previously, with the sole exception of lodging.
7. This agreement will automatically renew every year unless terminated by any party in writing 30 days prior to the anniversary of the approval date by the Minnesota Department of Health.
8. Accept has herein provided, the original delegation agreement between the Minnesota Department of Health and Stearns Count remains in full force and effect. Stearns County remains responsible for carrying out the balance of its delegated duties and responsibilities in accordance with the terms of the aforementioned delegation agreement with the Minnesota Department of Health.

IN WITNESS THEREOF, the parties have caused this agreement to be executed by their duly authorized representatives.

**COUNTY OF STEARNS**


**CITY OF WAITE PARK**

By:   
 DeWayne Mareck  
 Chair, Board of Commissioners

By: \_\_\_\_\_  
 Richard E. Miller  
 Its Mayor

ATTEST

ATTEST

By:   
 Randy Schriefels  
 Stearns County Auditor-Treasurer

By: \_\_\_\_\_  
 Shaunna Johnson  
 Its City Administrator

Dated: 2/7/17

Dated: \_\_\_\_\_

**MINNESOTA DEPARTMENT OF HEALTH**

Dated: \_\_\_\_\_

By: \_\_\_\_\_  
 Commissioner of Health

**AN AGREEMENT BY STEARNS COUNTY TO PROVIDE  
INSPECTION SERVICES TO THE CITY OF WAITE PARK**

**THIS AGREEMENT** is by and between the County of Stearns, a body corporate and politic, hereinafter referred to as "County" and the City of Waite Park, a body corporate and politic, hereafter referred to as the "City".

**WHEREAS**, the City, County and Minnesota Department of Health (MDH) have enter an addendum to the MDH/ County delegation agreement which makes the City the local licensing and enforcement authority for lodging establishments located within the City; and

**WHEREAS**, the City wishes to contract with the County for lodging inspection services; and

**WHEREAS**, the County agrees to provide lodging inspection services to the City.

**NOW THEREFORE**, it is hereby agreed by and between the parties as follows:

- A. Subject to the terms and conditions of this agreement, Stearns County, through the Stearns County Environmental Services Department, shall provide professional lodging inspection services for the City for lodging establishments within the City's jurisdiction.
- B. General requirements:
  1. Contracting City shall:
    - a. Collect, process and administer license applications and associated fees.
    - b. Issue the lodging licenses.
    - c. Make available upon request of Stearns County any relevant documents relating to the licensed lodging establishment.
    - d. Be responsible for all enforcement activities associated with lodging licenses issued by the City.
    - e. Develop and adopt a City ordinance supporting the lodging license program within the City, subject to approval by the Minnesota Department of Health if required.
    - f. Provide to the Minnesota Department of Health all reports required by that agency.

**EXHIBIT B**

- g. Abide by all Federal, State and local laws, ordinances, rules and regulations now in effect of hereinafter adopted pertaining to this Agreement or to the facilities, programs and staff for which Stearns County is responsible.

2. Stearns County shall:

- a. Conduct annual lodging inspections to the same standard as performed under the County's lodging program.
- b. Conduct additional inspections upon the City's request following reasonable notice.
- c. Providing timely written reports to the City documenting the results of any lodging inspection performed under this agreement.
- d. Abide by all Federal, State and local laws, ordinances, rules and regulations now in effect of hereinafter adopted pertaining to this Agreement or to the facilities, programs and staff for which Stearns County is responsible.

C. PAYMENT:

- 1. The City shall pay the County the sum of \$150.00, plus \$5.00 per room, for each inspection performed by the County under this agreement.

D. AGREEMENT TERM AND RENEWAL: The term of this agreement shall be from January 1, 2017, and shall terminate on December 31, 2019, regardless of the date of signature. At the end of the agreement term, the City will be provided the opportunity to renew this agreement under similar conditions agreeable to both parties. This agreement may be terminated according to the following:

- 1. In the event that the City and County mutually agree in writing to terminate this Agreement, such termination shall take effect immediately.
- 2. Either part may terminate this agreement without cause at any time following thirty (30) days written notice given the other party.
- 3. This agreement shall terminate if either the County delegation agreement with the Minnesota Department of Health or the addendum to such agreement between the City, County and State is terminated.

4. Nonappropriation. Notwithstanding any provision of this Agreement to the contract, this Agreement may be terminated by the County in the event sufficient funds from the County, State, Federal or other sources are not appropriated, obtained and continued at least at the level relied on for the performance of this Agreement; and the nonappropriation of funds did not result from any act of bad faith on the part of the County. The Agreement shall be terminated as of the date identified in the Notice of Termination. If the Agreement is terminated pursuant to this paragraph, the County shall not thereafter purchase similar services from another vendor as were being provided by Contractor, for the duration of the full original term of this Agreement or the end of the County's fiscal year, whichever is less.
  5. Termination of this agreement shall not discharge any liability, responsibility or right of any party which arises from the performance of or failure to adequately perform the terms of this agreement prior to the effective date of termination, including the obligation of the Contracting City to pay for services rendered prior to the date of termination.
- E. RECORDS, DISCLOSURE/AUDIT/RETENTION: The parties' books, records, documents, papers, accounting procedures and practices and other evidences relevant to this agreement are subject to the examination, duplication, transcription and audit by the parties and either the Legislative or State Auditor, for a minimum of six (6) years pursuant to Minnesota Statute 16C.05, subd. 5. Such evidence is also subject to review by the Comptroller General of the United States, or a duly authorized representative, if federal funds are used for any work under this Agreement. The parties agree to maintain such evidences for a period of six (6) years from the date of the services or payment were last provided or made or longer if any audit in progress requires a longer retention period. This section shall survive termination of this Agreement.
- F. OWNERSHIP OF DOCUMENTS. Any reports, studies, or other documents prepared by the County in the performance of its obligations under this Agreement shall be remitted to the City, and all such materials shall be remitted to the City by the County upon completion, termination or cancellation of this Agreement. This provision will survive termination of this Agreement.
- G. LIABILITY. Each party shall be liable for its own acts to the extent provided by law. Both the City and County's liability shall be limited by the provisions of Minnesota Statute, Chapter 466 or the other applicable law. This section shall survive termination of this agreement.
- H. DATA PRIVACY. For the purpose of this agreement all data collected, created, received, maintained or disseminated shall be governed by the Minnesota Government Data Practices Act, Minnesota Statute Chapter 13, or amendments thereto, and the

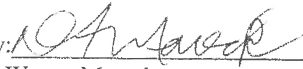
Minnesota Rules implementing the act now in force or hereafter adopted or amended, as well as federal laws on data privacy. This section shall survive termination of this agreement.

- I. AMENDMENTS AND MODIFICATIONS. Any amendment to this agreement shall be made in writing only and duly approved and signed by the parties.
- J. SUBCONTRACTING AND ASSIGNMENT. Stearns County shall not enter into any subcontract for performance of any of the services contemplated by this Agreement nor assign any interest in the Agreement.
- K. ENTIRE AGREEMENT. This agreement represents the full and complete understanding of the parties. Both parties represent that neither party is relying on any additional statements or understandings, whether oral or written.

IN WITNESS WHEREOF, the parties have caused this agreement to be excused this 7 day of February, 2017.

COUNTY OF STEARNS

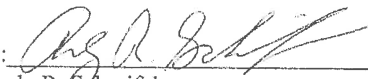
CITY OF WAITE PARK

By:   
DeWayne Mareck  
Chair  
Stearns County Board of Commissioners

By: \_\_\_\_\_  
Rick Miller  
Mayor  
City of Waite Park

Date: 2/7/17

Date: \_\_\_\_\_

By:   
Randy R. Schreifels  
Stearns County Auditor/Treasurer  
Clerk  
Stearns County Board of Commissioners

By: \_\_\_\_\_  
Clerk  
City of Waite Park

Date: 2/7/17

Date: \_\_\_\_\_

**Agenda Item No. 5**

Issue: Council/Mayor: Review and Approve Bills, Other Business

---

Councilmember \_\_\_\_\_ moved to approve bills as presented.

Councilmember \_\_\_\_\_ seconded the motion.

ROLL CALL

Councilmember Michael Linqvist	_____
Councilmember Charles Schneider	_____
Councilmember Vic Schulz	_____
Councilmember Frank Theisen	_____
Mayor Richard Miller	_____

Motion (Approved) (Denied)

ACS FINANCIAL SYSTEM  
02/09/2017 13:47:43

Schedule of Bills

CITY OF WAITE PARK  
GL050S-V08.05 COVERPAGE  
GL540R

Report Selection:

RUN GROUP... 0217D1 COMMENT... 020817 MISC DISBURSEMENT

DATA-JE-ID DATA COMMENT  
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D-02082017-826 020817 MISC DISBURSEMENT

Run Instructions:

Job	Banner	Copies	Form	Printer	Hold	Space	LPI	Lines	CPI	CP	SP	RT
L		01			N	S	6	066	10			

Schedule of Bills

VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID LINE
BRIGGS MORGAN PA	*FY* 1101-120616 TIF 2-1	1,706.25	LEGAL SERVICES	101.4060.3005		593529			826 00001
FIRE SAFETY USA INC	*FY* HOSE 100'	1,570.00	REPAIR & MAINTENANCE	101.4120.3700		96249	028249	P	826 00002
MOSS & BARNETT	*FY* 1216 CHARTER FRANCH	264.00	LEGAL SERVICES	101.4060.3005		660522			826 00003
MULTI MEDIA HOLDINGS COR	*FY* 123016 APPENDIX B	79.80	ADVERTISEMENTS	101.4051.3300		0004644806			826 00011
	*FY* 123116 PB HR FISHIN	66.20	ADVERTISEMENTS	101.4031.3300		0004644806			826 00012
		146.00	*VENDOR TOTAL						
NORTHLAND SECURITIES INC	*FY* 16 CONT DISCL RPT	196.43	ACCOUNTING & AUDITING	320.4825.3000		4759			826 00004
	*FY* 16 CONT DISCL RPT	196.43	ACCOUNTING & AUDITING	323.4825.3000		4759			826 00005
	*FY* 16 CONT DISCL RPT	196.43	ACCOUNTING & AUDITING	324.4825.3000		4759			826 00006
	*FY* 16 CONT DISCL RPT	196.43	ACCOUNTING & AUDITING	325.4825.3000		4759			826 00007
	*FY* 16 CONT DISCL RPT	196.43	ACCOUNTING & AUDITING	326.4825.3000		4759			826 00008
	*FY* 16 CONT DISCL RPT	196.43	ACCOUNTING & AUDITING	703.4825.3000		4759			826 00009
	*FY* 16 CONT DISCL RPT	196.42	ACCOUNTING & AUDITING	917.4825.3000		4759			826 00010
		1,375.00	*VENDOR TOTAL						
TENTER/LISA	*FY* 1216 BOARD/EUTH	575.00	OTHER CONTRACTUAL SERVIC	101.4196.4070		010417	028047	P	826 00013
TENVOORDE FORD INC	*FY* DASH ELECT REP #401	90.34	REPAIR & MAINTENANCE SUP	101.4212.2200		6117444	028185	P	826 00014
VEENSTRA/BRADLEY THOMAS	*FY* 122716 PHOTOS-PW FA	40.00	CONSTRUCTION COSTS	443.4214.6300		42498	020024	P	826 00025
VISA	*FY* LABEL CART/PENS/ETC	136.34	OFFICE SUPPLIES/POSTAGE	101.4120.2000		013117	028236	P	826 00015
	*FY* CORDLESS DRILL/ETC	240.32	EQUIPMENT	101.4120.5300		013117	028237	P	826 00016
	*FY* 1217-011617 MS ONLI	231.00	SERVICE CONTRACT	101.4051.4015		013117			826 00017
	*FY* 1217-011617 MS ONLI	99.00	SERVICE CONTRACT	101.4120.4015		013117			826 00018
	*FY* 1217-011617 MS ONLI	66.00	SERVICE CONTRACT	101.4140.4015		013117			826 00019
	*FY* 1217-011617 MS ONLI	165.00	SERVICE CONTRACT	101.4212.4015		013117			826 00020
	*FY* 1217-011617 MS ONLI	99.00	SERVICE CONTRACT	703.4825.4015		013117			826 00021
		1,036.66	*VENDOR TOTAL						
WILSON/DANIEL H	*FY* 1016-123116 RELOCAT	5,315.00	LEGAL SERVICES	101.4060.3005		23957			826 00022
	*FY* 1016-123116 COPIES	28.00	LEGAL SERVICES	101.4060.3005		23957			826 00023
		5,343.00	*VENDOR TOTAL						
XCEL ENERGY	*FY* 1216 XMAS LIGHTS	625.14	PUBLIC UTILITY SERVICES	101.4217.3600		532429168			826 00024

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Schedule of Bills

CITY OF WAITE PARK  
GL540R-V08.05 PAGE 2

VENDOR NAME	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
DESCRIPTION									
REPORT TOTALS:	12,771.39								

RECORDS PRINTED - 000025

Schedule of Bills

FUND RECAP:

FUND	DESCRIPTION	DISBURSEMENTS
101	GENERAL FUND	11,257.39
320	\$6.885M GO REFUND BOND 2010	196.43
323	\$1.395M GO REFUND BOND 2011	196.43
324	\$4.720M GO IMPR BOND OF 2013	196.43
325	GO EQUIP CERTIFICATES 2013C	196.43
326	\$2.275M GO TX ABAT BND 2016A	196.43
443	PUBLIC WORKS FACILITY	40.00
703	WATER FUND	295.43
917	\$1.685M GO TIF RFD BND 2014A	196.42
TOTAL ALL FUNDS		12,771.39

BANK RECAP:

BANK	NAME	DISBURSEMENTS
CHEK	PLAZA PARK BANK	12,771.39
TOTAL ALL BANKS		12,771.39

THE PRECEDING LIST OF BILLS PAYABLE WAS REVIEWED AND APPROVED FOR PAYMENT.  
 DATE ..... APPROVED BY .....

ACS FINANCIAL SYSTEM  
02/09/2017 13:48:43

Schedule of Bills

CITY OF WAITE PARK  
GL050S-V08.05 COVERPAGE  
GL540R

Report Selection:

RUN GROUP... 0217D2 COMMENT... 020917 MISC DISBURSEMENT

DATA-JE-ID DATA COMMENT  
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D-02092017-827 020917 MISC DISBURSEMENT

Run Instructions:

Jobq	Banner	Copies	Form	Printer	Hold	Space	LPI	Lines	CPI	CP	SP	RT
L		01			N	S	6	066	10			

Schedule of Bills

VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
ALL CARE TOWING INC	TOW #207 TO PD GARAGE	40.00	TOWING	101.4110.3910		177899	000526	P	827	00002
ANDERSON TRUCKING SERVIC	0217 SWR VEHICLE STORAGE	450.00	REPAIR & MAINTENANCE SUP	709.4841.2200		5306	028189	P	827	00003
	0217 SS VEHICLE STORAGE	150.00	REPAIR & MAINTENANCE SUP	715.4224.2200		5306	028189	P	827	00004
	0217 PW VEHICLE STORAGE	150.00	REPAIR & MAINTENANCE SUP	101.4212.2200		5306	028189	P	827	00005
		750.00	*VENDOR TOTAL							
AUTO VALUE PARTS STORES	BACK-UP ALARM #445	39.99	REPAIR & MAINTENANCE SUP	101.4212.2200		7402487	028192	P	827	00006
BOYER FORD TRUCKS INC	TURN SIGNAL SWITCH #444	294.43	REPAIR & MAINTENANCE SUP	101.4212.2200		178023R	028190	P	827	00007
BRIGGS MORGAN PA	0105-011017 TIF 2-1 SVC	210.00	LEGAL SERVICES	101.4060.3005		593529			827	00008
CENTURYLINK	0217 PHONE-COMM PARK	32.89	COMMUNICATIONS	101.4552.3100		020117			827	00009
CHADER BUSINESS EQUIPMEN	SPEECHMIC CABLE REPL	122.45	REPAIR & MAINT-TECHNOLOG	101.4110.3711		IN14699	000528	P	827	00010
CLOTHING DIVERSIFIED INC	012717 TURN OUT GEAR CLN	27.00	OPERATING SUPPLIES	101.4120.2100		3204-4	028246	P	827	00012
	013017 TURN OUT GEAR CLN	127.98	OPERATING SUPPLIES	101.4120.2100		3311-23	028253	P	827	00011
		154.98	*VENDOR TOTAL							
COLD SPRING BAKERY	010417 SNACK-SFTY MTG	38.00	REPAIR & MAINTENANCE SUP	101.4094.2200		185597	028351	P	827	00013
COMPASS MINERALS AMERICA	ROAD SALT (96.92T)	7,431.83	REPAIR & MAINTENANCE SUP	101.4213.2200		71586688	028166	P	827	00014
DARREL NEMETH INC	0117 ELECTRIC INSPECTION	3,330.30	FEES PAID TO ELECTRICAL	101.4140.4080		013117			827	00015
DE LAGE LANDEN FINANCIAL	0215-031417 PD COPIER	239.82	SERVICE CONTRACT	101.4110.4015		53243734	000535	P	827	00016
DELTA DENTAL OF MN	0317 DENTAL PREM BB	69.24	HOSPITALIZATION INSURANC	101.4140.1500		020617	028049	P	827	00017
	0317 DENTAL PREM RS	33.84	HOSPITALIZATION INSURANC	101.4212.1500		020617	028049	P	827	00018
		103.08	*VENDOR TOTAL							
DESIGN ELECTRIC INC	ST LIGHT REP-VIADUCT/W A	1,751.30	REPAIR & MAINTENANCE	101.4217.3700		4449	028134	P	827	00019

Schedule of Bills

VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
ELLIOTT AUTO SUPPLY CO I	GREASE (10)-SHOP	35.90	REPAIR & MAINTENANCE	SUP 101.4212.2200		124-039806	028188	P	827	00020
FARM-RITE EQUIPMENT, INC	CHAIN/PINS/ETC-BOBCAT	543.18	REPAIR & MAINTENANCE	SUP 101.4212.2200		019705	028180	P	827	00021
FASTENAL CO	BOLTS/NUTS-SIGN POSTS	100.47	REPAIR & MAINTENANCE	SUP 101.4212.2200		MNST192022	028175	P	827	00024
	BOLTS/LOCKNUTS (35)-SHOP	40.97	REPAIR & MAINTENANCE	SUP 101.4212.2200		MNST192264	028178	P	827	00022
	BOLTS/LOCKNUTS (50)-SHOP	104.06	REPAIR & MAINTENANCE	SUP 101.4212.2200		MNST192454	028179	P	827	00023
		245.50	*VENDOR TOTAL							
FIRE SAFETY USA INC	SALVAGE COVER REPL	200.00	REPAIR & MAINTENANCE	SUP 101.4120.2200		96917	028245	P	827	00025
	F-500 FOAM (8-5GAL)	1,040.00	OPERATING SUPPLIES	101.4120.2100		97200	028258	P	827	00027
	HOSE REEL/RADIO REMV #E5	935.00	REPAIR & MAINTENANCE	101.4120.3700		97239	028257	P	827	00026
		2,175.00	*VENDOR TOTAL							
FLEET ONE LLC	0117 FUEL BI	56.49	GAS & OIL PURCHASES	101.4140.2110		4473390063			827	00168
	0117 CAR WASH BI	5.00	REPAIR & MAINTENANCE	101.4140.3700		4473390063			827	00169
	0117 FUEL CH	173.88	GAS & OIL PURCHASES	101.4094.2110		4473390063			827	00170
	0117 FUEL PD	2,463.34	GAS & OIL PURCHASES	101.4110.2110		4473390063			827	00171
	0117 SQUAD WASHES PD	50.20	REPAIR & MAINTENANCE	101.4110.3700		4473390063			827	00172
	0117 FUEL PW	2,256.51	GAS & OIL PURCHASES	101.4212.2110		4473390063			827	00173
	0117 FUEL WTR	342.81	GAS & OIL PURCHASES	703.4825.2110		4473390063			827	00174
	0117 FUEL SWR	45.16	GAS & OIL PURCHASES	709.4843.2110		4473390063			827	00175
	0117 FUEL FD	332.51	GAS & OIL PURCHASES	101.4120.2110		4473390063			827	00176
		5,725.90	*VENDOR TOTAL							
G&K SERVICES	0117 UNIFORMS PW	89.32	UNIFORMS	101.4212.2120		013117			827	00028
	0117 UNIFORMS WTR	18.96	UNIFORMS	703.4825.2120		013117			827	00029
	0117 UNIFORMS SWR	25.40	UNIFORMS	709.4843.2120		013117			827	00030
	0117 TOWELS PW	7.00	RUGS/TOWELS	101.4212.4012		013117			827	00031
	011217 RUGS CL	8.64	RUGS/TOWELS	101.4051.4012		1043671064			827	00036
	011217 RUGS FD	12.72	RUGS/TOWELS	101.4120.4012		1043671064			827	00037
	011217 RUGS CH	6.72	RUGS/TOWELS	101.4094.4012		1043671064			827	00038
	011217 RUGS PD	15.60	RUGS/TOWELS	101.4110.4012		1043671064			827	00039
	011217 RUGS PARKS	4.32	RUGS/TOWELS	101.4552.4012		1043671065			827	00040
	011217 RUGS WTR	6.20	RUGS/TOWELS	703.4825.4012		1043671081			827	00041
	011217 RUGS SWR	6.20	RUGS/TOWELS	709.4843.4012		1043671081			827	00042
	011217 RUGS PW	8.40	RUGS/TOWELS	101.4212.4012		1043671085			827	00032
	011217 RUGS LIBRARY	7.92	RUGS/TOWELS	101.4095.4012		1043671086			827	00034
	012617 RUGS PW	8.40	RUGS/TOWELS	101.4212.4012		1043682519			827	00033
	012617 RUGS LIBRARY	7.92	RUGS/TOWELS	101.4095.4012		1043682520			827	00035
		233.72	*VENDOR TOTAL							
GENE LANGE SONS EXCAVATI PTY #3-SIS DEMOLITION		3,874.00	CONSTRUCTION COSTS	442.4214.6300		020717			827	00043

Schedule of Bills

VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
GOPHER STATE ONE CALL IN	0117 LOCATES WTR	22.28	EXPENSES OF GOPHER STATE	703.4825.5000		7010781			827	00044
	0117 LOCATES SWR	22.27	EXPENSES OF GOPHER STATE	709.4843.5000		7010781			827	00045
		44.55	*VENDOR TOTAL							
GRANITE ELECTRONICS	PAGER REPLACE (33)-FD	18,744.00	CAPITAL EXPENDITURES	101.4120.5400		150001582-1	028248	P	827	00046
	GUN SIGHT ADJ-MULTI CARS	633.08	REPAIR & MAINTENANCE	101.4110.3700		153003396-1	000524	P	827	00047
		19,377.08	*VENDOR TOTAL							
H&S WELDING, HEATING, A/	CO/N02 MONITOR-FD	2,406.68	BUILDING IMPROVEMENTS	101.4094.5100		15857	020028	P	827	00050
	CO/N02 MONITOR-PD GAR LW	2,406.68	BUILDING IMPROVEMENTS	101.4094.5100		15858	020026	P	827	00048
	CO/N02 MONITOR-PD GAR UP	2,406.68	BUILDING IMPROVEMENTS	101.4094.5100		15859	020027	P	827	00049
		7,220.04	*VENDOR TOTAL							
HD SUPPLY WATERWORKS LTD	OMNI C2 REGISTER 2" (2)	560.00	REPAIR & MAINTENANCE SUP	703.4824.2200		G610274	028006	P	827	00051
	WTR MTR 4" REPL-WTP	2,825.41	REPAIR & MAINTENANCE SUP	703.4822.2200		G730708	028009	P	827	00052
		3,385.41	*VENDOR TOTAL							
HEARTLAND SECURITY SERVI	012617 SVC CALL PW	80.00	REPAIR & MAINTENANCE	101.4212.3700		457875	028383	P	827	00053
HILLYARD INC-HUTCHINSON	FLOOR DEGREASER/ETC-FD	322.98	REPAIR & MAINTENANCE SUP	101.4120.2200		602404032	028256	P	827	00054
INNOVATIVE OFFICE SOLUTI	ORGANIZER CUBES/ETC-PD	185.18	OFFICE SUPPLIES/POSTAGE	101.4110.2000		IN1478600	000525	P	827	00055
INTEGRA TELECOM	0123-022217 PHONES MAYOR	21.99	COMMUNICATIONS	101.4021.3100		14421690			827	00056
	0123-022217 PHONES/LD CL	119.92	COMMUNICATIONS	101.4051.3100		14421690			827	00057
	0123-022217 PHONES CH	29.32	COMMUNICATIONS	101.4094.3100		14421690			827	00058
	0123-022217 PHONES/LD PD	202.93	COMMUNICATIONS	101.4110.3100		14421690			827	00059
	0123-022217 PHONES/LD FD	22.47	COMMUNICATIONS	101.4120.3100		14421690			827	00060
	0123-022217 PHONES/LD BI	110.72	COMMUNICATIONS	101.4140.3100		14421690			827	00061
	0123-022217 PHONES PW	109.95	COMMUNICATIONS	101.4212.3100		14421690			827	00062
	0123-022217 PHONES WTR	73.30	COMMUNICATIONS	703.4825.3100		14421690			827	00063
	0123-022217 PHONES SWR	73.31	COMMUNICATIONS	709.4843.3100		14421690			827	00064
	0123-022217 PHONES PD	42.95	COMMUNICATIONS	101.4110.3100		14421690			827	00065
	0123-022217 PHONES LIB	42.95	COMMUNICATIONS	101.4095.3100		14421690			827	00066
	0123-022217 PHONES WTR	128.88	COMMUNICATIONS	703.4825.3100		14421690			827	00067
	0123-022217 PHONES SWR	128.88	COMMUNICATIONS	709.4843.3100		14421690			827	00068
	0123-022217 PHONES PW	42.95	COMMUNICATIONS	101.4212.3100		14421690			827	00069
	0123-022217 PHONES PD	20.94	COMMUNICATIONS	101.4110.3100		14421690			827	00070
	0123-022217 PHONES CH	20.93	COMMUNICATIONS	101.4094.3100		14421690			827	00071
	0123-022217 PHONES CH	41.87	COMMUNICATIONS	101.4094.3100		14421690			827	00072
		1,234.26	*VENDOR TOTAL							

Schedule of Bills

VENDOR NAME DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
J&K BRUGH INC THROTTLE/ETC CLEAN #413	108.00	REPAIR & MAINTENANCE	101.4212.3700		13439	028194	P	827	00073
JEFF CURTIS ELECTRIC, IN DISC/RECON FURN #3-CH	212.03	REPAIR & MAINTENANCE	101.4094.3700		1706	028344	P	827	00074
KANDI KOUNTRY EXPRESS WING MOLD BOARD #445 SANDER #443	3,246.00 4,219.00 7,465.00	REPAIR & MAINTENANCE SUP REPAIR & MAINTENANCE SUP *VENDOR TOTAL	101.4212.2200 101.4212.2200		388462 388722	028174 028186	P P	827 827	00076 00075
KB EVENTS LLC 0314-031717 REG MCFOA-KV	285.00	TRAINING/TRAVEL/HOTEL	101.4051.3200		012317			827	00077
KLINFELTER'S ENF & EMER SLIMLINE MAG HOLDER-PG SLIMLI MAG HOLDER RET-PG SAFARI MAG HOLDER-PG BOOTS-ABE S BELT KEEP/GLOVES/ETC-DW	29.99 29.99CR 29.79 129.99 97.27 257.05	UNIFORMS UNIFORMS UNIFORMS UNIFORMS UNIFORMS *VENDOR TOTAL	101.4110.2120 101.4110.2120 101.4110.2120 101.4110.2120 101.4110.2120		332424 332428 332428 333402 334226	000532 000533 000533 000530 000531	P P P P P	827 827 827 827 827	00080 00081 00082 00078 00079
KUE CONTRACTORS INC PYT #5-PW FACILITY	669,083.00	CONSTRUCTION COSTS	443.4214.6300		5			827	00083
LEXISNEXIS RISK DATA MAN 0117 MIN COMMIT BALANCE	61.50	INVESTIGATIVE SUPPLIES	101.4110.2150		1032000-201701	000536	P	827	00084
LLRP LLC DRUG/ALC TEST	149.00	PROFESSIONAL SERV PHYSIC	101.4212.3011		2966			827	00162
M R SIGN CO INC GR SIGN POSTS (40)-911	364.95	REPAIR & MAINTENANCE SUP	101.4216.2200		194133	028184	P	827	00085
MAILROOM FINANCE INC 010517 POSTAGE MISC 010517 POSTAGE PD 010517 POSTAGE BI 010517 POSTAGE PUBLIC H 010517 POSTAGE PW 010517 POSTAGE WTR 010517 POSTAGE SWR 010517 POSTAGE SS 012417 POSTAGE MISC 012417 POSTAGE PD 012417 POSTAGE BI 012417 POSTAGE PLAN 012417 POSTAGE PW 012417 POSTAGE WTR 012417 POSTAGE SWR 012417 POSTAGE SS	82.20 112.47 17.21 12.56 0.31 0.20 0.20 0.08 323.22 115.15 13.64 0.93 15.69 9.81 9.81 3.92	OFFICE SUPPLIES/POSTAGE OFFICE SUPPLIES/POSTAGE OFFICE SUPPLIES/POSTAGE OFFICE SUPPLIES/POSTAGE OFFICE SUPPLIES/POSTAGE OFFICE SUPPLIES/POSTAGE OFFICE SUPPLIES/POSTAGE OFFICE SUPPLIES/POSTAGE OFFICE SUPPLIES/POSTAGE OFFICE SUPPLIES/POSTAGE OFFICE SUPPLIES/POSTAGE OFFICE SUPPLIES/POSTAGE OFFICE SUPPLIES/POSTAGE OFFICE SUPPLIES/POSTAGE OFFICE SUPPLIES/POSTAGE OFFICE SUPPLIES/POSTAGE OFFICE SUPPLIES/POSTAGE	101.4051.2000 101.4110.2000 101.4140.2000 101.4140.2000 101.4212.2000 703.4825.2000 709.4843.2000 715.4224.2000 101.4051.2000 101.4110.2000 101.4140.2000 101.4031.2000 101.4212.2000 703.4825.2000 709.4843.2000 715.4224.2000		020217 020217 020217 020217 020217 020217 020217 020217 020217 020217 020217 020217 020217 020217 020217 020217 020217			827 827 827 827 827 827 827 827 827 827 827 827 827 827 827 827 827	00140 00141 00142 00143 00144 00145 00146 00147 00148 00149 00150 00151 00152 00153 00154 00155

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VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
MAILROOM FINANCE INC		717.40	*VENDOR TOTAL							
MARCO INC										
	0217 CL COPIER LEASE CL	233.80	SERVICE CONTRACT	101.4051.4015		20071265			827	00097
	0217 CL COPIER LEASE BI	77.93	SERVICE CONTRACT	101.4140.4015		20071265			827	00098
	0217 CL COPIER LEASE WTR	38.97	SERVICE CONTRACT	703.4825.4015		20071265			827	00099
	0217 CL COPIER LEASE SWR	38.96	SERVICE CONTRACT	709.4843.4015		20071265			827	00100
	0217 PHONE LEASE PD	583.38	COMMUNICATIONS	101.4110.3100		20100958			827	00086
	0217 PHONE LEASE CL	183.81	COMMUNICATIONS	101.4051.3100		20100958			827	00087
	0217 PHONE LEASE BI	75.43	COMMUNICATIONS	101.4140.3100		20100958			827	00088
	0217 PHONE LEASE CH	193.66	COMMUNICATIONS	101.4094.3100		20100958			827	00089
	0217 PHONE LEASE MAYOR	23.65	COMMUNICATIONS	101.4021.3100		20100958			827	00090
	0217 PHONE LEASE EOC	164.34	COMMUNICATIONS	101.4191.3100		20100958			827	00091
	0217 PHONE LEASE PLAN	23.65	COMMUNICATIONS	101.4091.3100		20100958			827	00092
	0217 PHONE LEASE FD	65.56	COMMUNICATIONS	101.4120.3100		20100958			827	00093
	0217 PHONE LEASE PW	89.21	COMMUNICATIONS	101.4212.3100		20100958			827	00094
	0217 PHONE LEASE WTR	28.13	COMMUNICATIONS	703.4825.3100		20100958			827	00095
	0217 PHONE LEASE SWR	47.30	COMMUNICATIONS	709.4843.3100		20100958			827	00096
		1,867.78	*VENDOR TOTAL							
MCDOWALL COMFORT MANAGEM										
	IGNITION CONTR REPL-FD	549.03	REPAIR & MAINTENANCE	101.4094.3700		233425	028348	P	827	00101
MENARDS										
	0130-013117 SNACKS-AMP	1.92	TRAINING/TRAVEL/HOTEL	101.4091.3200		42514			827	00102
	0130-013117 SNACKS-AMP	0.96	TRAINING/TRAVEL/HOTEL	101.4021.3200		42514			827	00103
	0130-013117 SNACKS-AMP	3.84	TRAINING/TRAVEL/HOTEL	101.4011.3200		42514			827	00104
	0130-013117 SNACKS-AMP	0.96	TRAINING/TRAVEL/HOTEL	101.4212.3200		42514			827	00105
	0130-013117 SNACKS-AMP	0.96	TRAINING/TRAVEL/HOTEL	101.4110.3200		42514			827	00106
	0130-013117 SNACKS-AMP	1.92	TRAINING/TRAVEL/HOTEL	101.4051.3200		42514			827	00107
	0130-013117 SNACKS-AMP	6.74	TRAINING/TRAVEL/HOTEL	101.4051.3200		42514			827	00108
		17.30	*VENDOR TOTAL							
MN COPY SYSTEMS										
	0112-021117 PW COPIER	31.99	SERVICE CONTRACT	101.4212.4015		208553			827	00164
	0112-021117 PW COPIER	19.99	SERVICE CONTRACT	703.4825.4015		208553			827	00165
	0112-021117 PW COPIER	19.99	SERVICE CONTRACT	709.4843.4015		208553			827	00166
	0112-021117 PW COPIER	8.00	SERVICE CONTRACTS	715.4224.4015		208553			827	00167
	0112-021117 PW SHOP COPY	13.30	SERVICE CONTRACT	101.4212.4015		208626			827	00109
	0112-021117 PW SHOP COPY	8.31	SERVICE CONTRACT	703.4825.4015		208626			827	00110
	0112-021117 PW SHOP COPY	8.31	SERVICE CONTRACT	709.4843.4015		208626			827	00111
	0112-021117 PW SHOP COPY	3.33	SERVICE CONTRACTS	715.4224.4015		208626			827	00112
		113.22	*VENDOR TOTAL							
MN VALLEY TESTING LABORA										
	012417 WASTE WTR TESTS	202.68	SEWER TESTING	709.4843.4844		848027			827	00113
MULTI MEDIA HOLDINGS COR										
	012817 SUMMARY BUDGET	796.77	ADVERTISEMENTS	101.4051.3300		0004644806			827	00137

Schedule of Bills

VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
NELSON SANITATION & RENT	0126-012717 RENT POTTY	220.00	OPERATING SUPPLIES	101.4120.2100		A-22627	028252	P	827	00114
NEOPOST USA INC	POSTAGE SEALER/KIT MISC	17.60	OFFICE SUPPLIES/POSTAGE	101.4051.2000		15047307			827	00115
	POSTAGE SEALER/KIT PD	17.60	OFFICE SUPPLIES/POSTAGE	101.4110.2000		15047307			827	00116
	POSTAGE SEALER/KIT FD	8.80	OFFICE SUPPLIES/POSTAGE	101.4120.2000		15047307			827	00117
	POSTAGE SEALER/KIT PW	17.60	OFFICE SUPPLIES/POSTAGE	101.4212.2000		15047307			827	00118
	POSTAGE SEALER/KIT WTR	11.00	OFFICE SUPPLIES/POSTAGE	703.4825.2000		15047307			827	00119
	POSTAGE SEALER/KIT SWR	11.00	OFFICE SUPPLIES/POSTAGE	709.4843.2000		15047307			827	00120
	POSTAGE SEALER/KIT SS	4.40	OFFICE SUPPLIES/POSTAGE	715.4224.2000		15047307			827	00121
		88.00	*VENDOR TOTAL							
OERTEL ARCHITECTS	ARCHITECT SVC PYT #12-PW	7,980.00	ENGINEERING COSTS	443.4214.6301		12			827	00122
	ARCHIT EXP PYT #12-PW FA	167.34	ENGINEERING COSTS	443.4214.6301		12			827	00123
		8,147.34	*VENDOR TOTAL							
PALMER PRINTING	0117 CITY NEWSLETTER	490.00	PRINTING & BINDING	101.4013.3400		170084-01	010056	P	827	00124
POWERHOUSE OUTDOOR EQUIP	LEAF BLOWER-SHOP	199.96	REPAIR & MAINTENANCE SUP	101.4212.2200		403269	028187	P	827	00125
	RECOIL ROPE REP/ETC #T3	31.96	REPAIR & MAINTENANCE	101.4120.3700		403437	028254	P	827	00126
		231.92	*VENDOR TOTAL							
PUBLIC SAFETY EQUIPMENT	ACTIVE SHOOTER KITS (5)	2,036.75	EQUIPMENT	101.4110.5300		5962	000534	P	827	00127
ROYAL TIRE INC	TIRE REP (1) #100	21.39	REPAIR & MAINTENANCE SUP	101.4094.2200		107-98583	028183	P	827	00128
SCSS LLC	NON-NEGOTIABLE STAMP	16.17	OFFICE SUPPLIES/POSTAGE	101.4051.2000		189528	010054	P	827	00134
	NON-NEGOTIABLE STAMP	15.69	OFFICE SUPPLIES/POSTAGE	703.4825.2000		189528	010054	P	827	00135
	NON-NEGOTIABLE STAMP	15.69	OFFICE SUPPLIES/POSTAGE	709.4843.2000		189528	010054	P	827	00136
		47.55	*VENDOR TOTAL							
SHIFT TECHNOLOGIES INC	0117 SERVER LEASE	972.00	OTHER CONTRACTUAL SERVIC	101.4051.4070		50338			827	00129
SPECTRUM SUPPLY	HAND SOAP/ETC-CH	134.50	REPAIR & MAINTENANCE SUP	101.4094.2200		32307	028345	P	827	00130
ST CLOUD ACQUISITION COM	FIRE EXTING MAINT-PD	27.20	REPAIR & MAINTENANCE	101.4110.3700		1168143	000529	P	827	00131
ST CLOUD MEDICAL GROUP P	HEP B VAC	220.00	PROFESSIONAL SERV PHYSIC	101.4110.3011		27940	028370	P	827	00132
	HEP B TEST	40.00	PROFESSIONAL SERV PHYSIC	101.4212.3011		27940	028370	P	827	00133
		260.00	*VENDOR TOTAL							

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VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
STEARNS ELECTRIC ASSN	0117 ST LIGHT CR 6	15.95	PUBLIC UTILITY SERVICES	101.4217.3600		020317			827	00138
THE FIRST SIGNS OF FIRE	EQUIPMENT MARKERS/LABELS	54.50	OPERATING SUPPLIES	101.4120.2100		S17.0023	028247	P	827	00139
TRITECH SOFTWARE SYSTEMS	2017 MOBILE/RMS SOFTW SU	5,633.59	TECHNOLOGY SERVICE CONTR	101.4110.4017		IVC4004703	000527	P	827	00156
TRM3										
	020617 MEAL WORK SESSION	10.22	TRAINING/TRAVEL/HOTEL	101.4051.3200		2452	028371	P	827	00157
	020617 MEAL WORK SESSION	10.23	TRAINING/TRAVEL/HOTEL	101.4051.3200		2452	028371	P	827	00158
	020617 MEAL WORK SESSION	10.22	TRAINING/TRAVEL/HOTEL	101.4110.3200		2452	028371	P	827	00159
	020617 MEAL WORK SESSION	10.22	TRAINING/TRAVEL/HOTEL	101.4021.3200		2452	028371	P	827	00160
	020617 MEAL WORK SESSION	40.88	TRAINING/TRAVEL/HOTEL	101.4011.3200		2452	028371	P	827	00161
		81.77	*VENDOR TOTAL							
VEENSTRA/BRADLEY THOMAS	0117 CONST PHOTOS-PW FAC	160.00	CONSTRUCTION COSTS	443.4214.6300		42498	020024	P	827	00163
VERIZON WIRELESS SERVICE										
	122316-012217 CELLS PD	425.50	COMMUNICATIONS	101.4110.3100		9779153749			827	00177
	122316-012217 CELLS FD	16.80	COMMUNICATIONS	101.4120.3100		9779153749			827	00178
	122316-012217 CELLS PL	60.66	COMMUNICATIONS	101.4091.3100		9779153749			827	00179
	122316-012217 CELLS CL	60.66	COMMUNICATIONS	101.4051.3100		9779153749			827	00180
	122316-012217 CELLS PW	115.03	COMMUNICATIONS	101.4212.3100		9779153749			827	00181
	122316-012217 CELLS WTR	57.52	COMMUNICATIONS	703.4825.3100		9779153749			827	00182
	122316-012217 CELLS SWR	57.51	COMMUNICATIONS	709.4843.3100		9779153749			827	00183
	122316-012217 CELLS TASK	114.15	COMMUNICATIONS - TASK FO	101.4110.3110		9779153749			827	00184
	122316-012217 BBAND PW	35.01	COMMUNICATIONS	101.4212.3100		9779155491			827	00185
	122316-012217 BBAND WTR	17.51	COMMUNICATIONS	703.4825.3100		9779155491			827	00186
	122316-012217 BBAND SWR	17.50	COMMUNICATIONS	709.4843.3100		9779155491			827	00187
		977.85	*VENDOR TOTAL							
VISA										
	2017 CANINE DUES-PARKER	50.00	CANINE EXPENSES	101.4110.4011		013117	000513	P	827	00188
	022317 REG SOC MEDIA-DB	105.00	TRAINING/TRAVEL/HOTEL	101.4110.3200		013117			827	00189
	022317 REG SOC MEDIA-AM	105.00	TRAINING/TRAVEL/HOTEL	101.4110.3200		013117			827	00190
	0612-061317 REG K9 CERT	110.00	CANINE EXPENSES	101.4110.4011		013117			827	00191
	031217 REG NARC CERT-JB	60.00	CANINE EXPENSES	101.4110.4011		013117			827	00192
	0219-022117 REG WTR-JB	50.00	CANINE EXPENSES	101.4110.4011		013117			827	00193
	BATTERIES-C (8 PKS) FD	87.29	REPAIR & MAINTENANCE SUP	101.4120.2200		013117	028250	P	827	00194
	LAUNDRY DETERGENT/ETC-FD	34.20	OPERATING SUPPLIES	101.4120.2100		013117	028251	P	827	00195
	VISA ANNUAL FEE	15.00	OPERATING SUPPLIES	101.4120.2100		013117			827	00196
	020817 REG CHAMB BET-KV	10.00	TRAINING/TRAVEL/HOTEL	101.4051.3200		013117			827	00197
	TONER/TAPE/BINDERS/ETC	64.21	OFFICE SUPPLIES/POSTAGE	101.4051.2000		013117	028380	P	827	00198
	TONER/TAPE/BINDERS/ETC	62.32	OFFICE SUPPLIES/POSTAGE	703.4825.2000		013117	028380	P	827	00199
	TONER/TAPE/BINDERS/ETC	62.31	OFFICE SUPPLIES/POSTAGE	709.4843.2000		013117	028380	P	827	00200
	IPAD CASE/KEYBOARD-KV	65.26	OFFICE SUPPLIES/POSTAGE	101.4051.2000		013117	010052	P	827	00201
	2017 PRESENTER MEDIA SUB	59.95	OTHER CONTRACTUAL SERVIC	101.4051.4070		013117			827	00202
	0121-022017 ADOBE SUB-SJ	75.15	OTHER CONTRACTUAL SERVIC	101.4051.4070		013117			827	00203

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VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
VISA										
	0121-022017 ADOBE SUB-MW	75.15	OTHER CONTRACTUAL SERVIC	101.4051.4070		013117			827	00204
	0130-013117 SNACKS-AMP	1.33	TRAINING/TRAVEL/HOTEL	101.4091.3200		013117			827	00205
	0130-013117 SNACKS-AMP	0.66	TRAINING/TRAVEL/HOTEL	101.4021.3200		013117			827	00206
	0130-013117 SNACKS-AMP	2.67	TRAINING/TRAVEL/HOTEL	101.4011.3200		013117			827	00207
	0130-013117 SNACKS-AMP	0.66	TRAINING/TRAVEL/HOTEL	101.4212.3200		013117			827	00208
	0130-013117 SNACKS-AMP	0.66	TRAINING/TRAVEL/HOTEL	101.4110.3200		013117			827	00209
	0130-013117 SNACKS-AMP	1.33	TRAINING/TRAVEL/HOTEL	101.4051.3200		013117			827	00210
	0130-013117 SNACKS-AMP	4.65	TRAINING/TRAVEL/HOTEL	101.4051.3200		013117			827	00211
	PRESENTER GIFTS-AMP WKS	15.01	TRAINING/TRAVEL/HOTEL	101.4051.3200		013117			827	00212
	PRESENTER GIFTS-AMP	24.20	TRAINING/TRAVEL/HOTEL	101.4051.3200		013117			827	00213
	0117 BEACON FEE	1.00	MISC - DUES	101.4211.4010		013117			827	00214
	010417 SNACKS-SAFETY MTG	15.87	REPAIR & MAINTENANCE SUP	101.4094.2200		013117			827	00215
	STREET PAINT DISPOSAL	126.00	REPAIR & MAINTENANCE SUP	101.4216.2200		013117	027855	P	827	00216
	MAG TEST WASTE DISPOSAL	82.72	REPAIR & MAINTENANCE SUP	703.4822.2200		013117	026840	P	827	00217
	ICE CLEATS/ETC	83.84	REPAIR & MAINTENANCE SUP	703.4822.2200		013117	027998	P	827	00218
	ICE - STEARNS CTY MTG	2.49	REPAIR & MAINTENANCE SUP	101.4212.2200		013117	020021	P	827	00219
	PENS/MARKERS/ETC	52.96	OFFICE SUPPLIES/POSTAGE	703.4825.2000		013117	020022	P	827	00220
	013017 POP/ICE - AMP WKS	14.87	REPAIR & MAINTENANCE SUP	101.4094.2200		013117	028347	P	827	00221
	EXCEL TRAINING DVD	31.41	OFFICE SUPPLIES/POSTAGE	703.4825.2000		013117	020023	P	827	00222
		1,553.17	*VENDOR TOTAL							
WEST CENTRAL SANITATION										
	0117 REFUSE 1515 PICKUPS	25,536.76	OTHER CONTRACTUAL SERVIC	101.4223.4070		013117			827	00223
WINDAHL TECHNOLOGY, LLC.										
	WATCHGUARD BACKUP	1,229.00	REPAIR & MAINT-TECHNOLOG	101.4110.3711		500256	000537	P	827	00224
XCEL ENERGY										
	1219-012217 GILLITZER	32.31	PUBLIC UTILITY SERVICES	101.4094.3600		532330584			827	00229
	1220-012317 GREAT OK DR	55.86	PUBLIC UTILITY SERVICES	101.4217.3600		532446757			827	00227
	1220-012317 WTP	7,404.00	PUBLIC UTILITY SERVICES	703.4822.3600		532602880			827	00230
	1226-012517 860 17TH AVE	43.25	PUBLIC UTILITY SERVICES	101.4217.3600		532848827			827	00228
	0104-020317 ST LIGHTS	7,235.82	PUBLIC UTILITY SERVICES	101.4217.3600		534026998			827	00226
	1219-012217 WTR TOWERS	687.59	PUBLIC UTILITY SERVICES	703.4824.3600		534206684			827	00231
	1219-012317 LIFT STATION	364.29	PUBLIC UTILITY SERVICES	709.4841.3600		534206684			827	00232
	1220-012317 PARKS	792.27	PUBLIC UTILITY SERVICES	101.4552.3600		534206684			827	00233
	1220-012317 1303 3RD ST	11.75	PUBLIC UTILITY SERVICES	101.4552.3600		534206684			827	00234
	1220-012317 BARTZ PARK	11.86	PUBLIC UTILITY SERVICES	101.4552.3600		534206684			827	00235
	1219-012317 CITY GARAGES	2,098.68	PUBLIC UTILITY SERVICES	101.4212.3600		534206684			827	00236
	1220-012317 WELLHOUSES	284.57	PUBLIC UTILITY SERVICES	703.4822.3600		534206684			827	00237
	1220-012317 OLD WTP	115.43	PUBLIC UTILITY SERVICES	703.4822.3600		534206684			827	00238
	1219-012317 TRAFF LIGHTS	605.04	PUBLIC UTILITY SERVICES	101.4216.3600		534206684			827	00239
	1220-012317 CITY HALL	1,772.89	PUBLIC UTILITY SERVICES	101.4094.3600		534206684			827	00240
	1220-012317 CITY HALL	228.76	PUBLIC UTILITY SERVICES	101.4051.3600		534206684			827	00241
	1220-012317 CITY HALL	1,086.61	PUBLIC UTILITY SERVICES	101.4120.3600		534206684			827	00242
	1220-012317 CITY HALL	2,459.17	PUBLIC UTILITY SERVICES	101.4110.3600		534206684			827	00243
	1220-012317 CITY HALL	57.19	PUBLIC UTILITY SERVICES	101.4140.3600		534206684			827	00244
	1220-012317 CITY HALL	57.19	PUBLIC UTILITY SERVICES	703.4825.3600		534206684			827	00245
	1220-012317 CITY HALL	57.19	PUBLIC UTILITY SERVICES	709.4843.3600		534206684			827	00246
	1220-012317 LIBRARY	630.23	PUBLIC UTILITY SERVICES	101.4095.3600		534206684			827	00247

Schedule of Bills

VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
XCEL ENERGY										
	1220-012317 ST LIGHTS	1,152.28	PUBLIC UTILITY SERVICES	101.4217.3600		534206684			827	00248
	0103-012917 810 3RD ST N	8.92	PUBLIC UTILITY SERVICES	101.4217.3600		534206684			827	00249
	1220-012317 SPLASH PAD	499.91	PUBLIC UTILITY SERVICES	101.4554.3600		534206684			827	00250
	1219-012217 201 3RD ST N	16.69	PUBLIC UTILITY SERVICES	101.4094.3600		534206684			827	00251
		27,769.75	*VENDOR TOTAL							
360 RENTS, INC.										
	012417 SCISSOR LIFT-CH	145.00	REPAIR & MAINTENANCE SUP	101.4094.2200		667328			028343 P	827 00001

ACS FINANCIAL SYSTEM  
02/09/2017 13:48:43

Schedule of Bills

CITY OF WAITE PARK  
GL540R-V08.05 PAGE 10

VENDOR NAME	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
DESCRIPTION									
REPORT TOTALS:	817,305.47								

RECORDS PRINTED - 000250

Schedule of Bills

FUND RECAP:

FUND	DESCRIPTION	DISBURSEMENTS
101	GENERAL FUND	
442	17TH AVE SOUTH	121,160.44
443	PUBLIC WORKS FACILITY	3,874.00
703	WATER FUND	677,390.34
709	SEWER FUND	13,047.00
715	STORMWATER FUND	1,663.96
		169.73
TOTAL ALL FUNDS		817,305.47

BANK RECAP:

BANK	NAME	DISBURSEMENTS
CHEK	PLAZA PARK BANK	817,305.47
TOTAL ALL BANKS		817,305.47

THE PRECEDING LIST OF BILLS PAYABLE WAS REVIEWED AND APPROVED FOR PAYMENT.  
DATE ..... APPROVED BY .....  
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.....

ACS FINANCIAL SYSTEM  
02/24/2017 10:31:00

Schedule of Bills

CITY OF WAITE PARK  
GL050S-V08.05 COVERPAGE  
GL540R

Report Selection:

RUN GROUP... 0217D3 COMMENT... 022317 MISC DISBURSEMENT

DATA-JE-ID DATA COMMENT  
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D-02232017-841 022317 MISC DISBURSEMENT

Run Instructions:

Jobq	Banner	Copies	Form	Printer	Hold	Space	LPI	Lines	CPI	CP	SP	RT
L		01			N	S	6	066	10			

ACS FINANCIAL SYSTEM  
02/24/2017 10:31:00

Schedule of Bills

CITY OF WAITE PARK  
GL540R-V08.05 PAGE 1

VENDOR NAME	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
DESCRIPTION									
EMERGENCY RESPONSE SOLUT *FY* TURNOUT GEAR (3)	6,213.08	EQUIPMENT	101.4120.5300		7819	028241	P	841	00001

ACS FINANCIAL SYSTEM  
02/24/2017 10:31:00

Schedule of Bills

CITY OF WAITE PARK  
GL540R-V08.05 PAGE 2

VENDOR NAME	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P ID LINE
DESCRIPTION							
REPORT TOTALS:	6,213.08						

RECORDS PRINTED - 000001

ACS FINANCIAL SYSTEM  
02/24/2017 10:31:01

Schedule of Bills

CITY OF WAITE PARK  
GL060S-V08.05 RECAPPAGE  
GL540R

FUND RECAP:

FUND	DESCRIPTION	DISBURSEMENTS
101	GENERAL FUND	6,213.08
TOTAL ALL FUNDS		6,213.08

BANK RECAP:

BANK	NAME	DISBURSEMENTS
CHEK	PLAZA PARK BANK	6,213.08
TOTAL ALL BANKS		6,213.08

THE PRECEDING LIST OF BILLS PAYABLE WAS REVIEWED AND APPROVED FOR PAYMENT.

DATE ..... APPROVED BY .....  
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ACS FINANCIAL SYSTEM  
02/24/2017 10:31:12

Schedule of Bills

CITY OF WAITE PARK  
GL050S-V08.05 COVERPAGE  
GL540R

Report Selection:

RUN GROUP... 0217D4 COMMENT... 022417 MISC DISBURSEMENT

DATA-JE-ID DATA COMMENT  
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D-02242017-840 022417 MISC DISBURSEMENT

Run Instructions:

Jobq	Banner	Copies	Form	Printer	Hold	Space	LPI	Lines	CPI	CP	SP	RT
L		01			N	S	6	066	10			

Schedule of Bills

VENDOR NAME DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
AUGUSTA ELECTRIC INC TEMP ELECTRIC-PW FACILTY	810.17	PUBLIC UTILITY SERVICES	101.4212.3600		25428	020029	P	840	00001
BEST-WAY FABRICATING, IN TOP FOR FIRE STATION	350.00	REPAIR & MAINTENANCE SUP	101.4094.2200		23809	028358	P	840	00002
BORDER STATES ELECTRIC S LIGHTS (6)-CH	123.78	REPAIR & MAINTENANCE SUP	101.4094.2200		912552145	028193	P	840	00003
BOYER FORD TRUCKS INC POWER STEERING RESV #441	179.47	REPAIR & MAINTENANCE SUP	101.4212.2200		178237R	028198	P	840	00004
BRAUN INTERTEC CORP 012717 MAT TEST-PW FACIL	3,017.50	ENGINEERING COSTS	443.4214.6301		B085047			840	00005
CHARTER COMMUNICATIONS									
0217 INTERNET/TV BI	33.48	COMMUNICATIONS	101.4140.3100		021314			840	00009
0217 TV PARKS	8.02	COMMUNICATIONS	101.4552.3100		021314			840	00017
0217 INTERNET/TV CL	33.48	COMMUNICATIONS	101.4051.3100		021317			840	00006
0217 INTERNET/TV CH	10.65	COMMUNICATIONS	101.4094.3100		021317			840	00007
0217 INTERNET/TV FD	23.65	COMMUNICATIONS	101.4120.3100		021317			840	00008
0217 INTERNET/TV PW	21.31	COMMUNICATIONS	101.4212.3100		021317			840	00010
0217 INTERNET/TV WTR	21.31	COMMUNICATIONS	703.4825.3100		021317			840	00011
0217 INTERNET/TV SWR	21.31	COMMUNICATIONS	709.4843.3100		021317			840	00012
0217 INTERNET/TV RADIO C	109.17	COMMUNICATIONS	101.4191.3100		021317			840	00013
0217 INTERNET/TV WTR	39.01	COMMUNICATIONS	703.4825.3100		021317			840	00014
0217 INTERNET/TV SWR	39.01	COMMUNICATIONS	709.4843.3100		021317			840	00015
0217 INTERNET/TV PW	137.71	COMMUNICATIONS	101.4212.3100		021317			840	00016
0217 INTERNET WARMING H	89.98	COMMUNICATIONS	101.4552.3100		021317			840	00018
0217 TV WARMING HOUSE	8.02	COMMUNICATIONS	101.4552.3100		021317			840	00019
	596.11	*VENDOR TOTAL							
COALITION OF GREATER MN									
020117 REG LOBBY DAY SJ	65.00	TRAINING/TRAVEL/HOTEL	101.4051.3200		022117			840	00160
020117 REG LOBBY DAY FT	65.00	TRAINING/TRAVEL/HOTEL	101.4011.3200		022117			840	00161
020117 REG LOBBY DAY VS	65.00	TRAINING/TRAVEL/HOTEL	101.4011.3200		022117			840	00162
020117 REG LOBBY DAY ML	65.00	TRAINING/TRAVEL/HOTEL	101.4011.3200		022117			840	00163
	260.00	*VENDOR TOTAL							
COMPASS MINERALS AMERICA ROAD SALT (115.97T)	8,892.58	REPAIR & MAINTENANCE SUP	101.4213.2200		71606621	028196	P	840	00020
DE LAGE LANDEN FINANCIAL									
0217 PW COPIER LEASE PW	42.32	SERVICE CONTRACT	101.4212.4015		53325882			840	00021
0217 PW COPIER LEASE WTR	26.45	SERVICE CONTRACT	703.4825.4015		53325882			840	00022
0217 PW COPIER LEASE SWR	26.45	SERVICE CONTRACT	709.4843.4015		53325882			840	00023
0217 PW COPIER LEASE SS	10.58	SERVICE CONTRACTS	715.4224.4015		53325882			840	00024
	105.80	*VENDOR TOTAL							

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VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
DOOLY'S PETROLEUM, INC	FUEL-WTP GENERATOR	397.65	REPAIR & MAINTENANCE SUP	703.4822.2200		41561	028012	P	840	00025
ELLIOTT AUTO SUPPLY CO I	OIL FILTERS (13)/ETC-PW	72.87	REPAIR & MAINTENANCE SUP	101.4212.2200		124-41987/89	028202	P	840	00026
	RADIATOR CAP #400	4.79	REPAIR & MAINTENANCE SUP	101.4212.2200		124-42166	028204	P	840	00027
	ANTIFREEZE (6)	47.28	REPAIR & MAINTENANCE SUP	101.4212.2200		124-42167	028205	P	840	00028
		124.94	*VENDOR TOTAL							
ENFORCEMENT VIDEO, LLC	THUMB DRIVES, 16GB (3)	132.00	REPAIR & MAINT-TECHNOLOG	101.4110.3711		ACCINV0010276	000549	P	840	00029
ERICKSON ELECTRIC COMPAN	LIGHT POLE REP- GR OAK D	4,640.00	REPAIR & MAINTENANCE SUP	101.4217.2200		813	027634	P	840	00030
	WELCOME TO WP SIGN REP	578.75	REPAIR & MAINTENANCE	101.4217.3700		825	028181	P	840	00031
		5,218.75	*VENDOR TOTAL							
FASTSIGNS	RESTRM/ELEV SIGN-CH LL	26.24	REPAIR & MAINTENANCE SUP	101.4094.2200		282-22929	028357	P	840	00032
FLAHERTY HOOD PA	0117 LABOR/EMP SVC	1,012.50	LEGAL SERVICES	101.4060.3005		9717			840	00033
	0117 COPIES	0.45	LEGAL SERVICES	101.4060.3005		9717			840	00034
	0117 BONDING SERVICE	1,611.75	LEGAL SERVICES	101.4060.3005		9739			840	00035
		2,624.70	*VENDOR TOTAL							
GOLDENEYE FRAMING & GALL	CITY CALENDAR FRAMES (4)	800.00	MISC - DUES	101.4094.4010		23644	028182	P	840	00036
GOODIN CO	SEAT-LIBRARY BATHROOM	21.93	REPAIR & MAINTENANCE SUP	101.4095.2200		05934980-00	028519	P	840	00037
GRANITE ELECTRONICS	LIGHTBAR REP/ETC #211	210.38	REPAIR & MAINTENANCE	101.4110.3700		108000118-1	000552	P	840	00040
	ARMREST LATCH REP #207	50.90	REPAIR & MAINTENANCE	101.4110.3700		125000129-1	000551	P	840	00039
	SPEC BATT (4)-SQD RADIOS	381.00	REPAIR & MAINTENANCE	101.4110.3700		150001907-1	000550	P	840	00038
	SPEC BATT-ADMIN RADIOS	126.00	REPAIR & MAINTENANCE SUP	101.4051.2200		153003750-1	010058	P	840	00041
	SPEC BATTERY-PLAN RADIO	63.00	OPERATING SUPPLIES	101.4091.2100		153003750-1	010058	P	840	00042
	SPECIAL BATTERY-BI RADIO	63.00	REPAIR & MAINTENANCE SUP	101.4140.2200		153003750-1	010058	P	840	00043
		894.28	*VENDOR TOTAL							
HAWKINS INC	AZONE 15/FLUORIDE-WTP	4,090.30	REPAIR & MAINTENANCE SUP	703.4822.2200		4022518	028013	P	840	00044
HEALTHPARTNERS	0317 HEALTH INS PREM CL	6,203.44	HOSPITALIZATION INSURANC	101.4051.1500		71034254			840	00045
	0317 HEALTH INS PREM PL	1,348.59	HOSPITALIZATION INSURANC	101.4091.1500		71034254			840	00046
	0317 HEALTH INS PREM CH	674.29	HOSPITALIZATION INSURANC	101.4094.1500		71034254			840	00047
	0317 HEALTH INS PREM PD	25,690.51	HOSPITALIZATION INSURANC	101.4110.1500		71034254			840	00048
	0317 HEALTH INS PREM BI	1,348.59	HOSPITALIZATION INSURANC	101.4140.1500		71034254			840	00049
	0317 HEALTH INS PREM PW	8,341.60	HOSPITALIZATION INSURANC	101.4212.1500		71034254			840	00050

Schedule of Bills

VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
HEALTHPARTNERS										
	0317 HEALTH INS PREM SNW	1,281.14	HOSPITALIZATION INSURANC	101.4213.1500		71034254			840	00051
	0317 HEALTH INS PREM SS	310.17	HOSPITALIZATION INSURANC	715.4224.1500		71034254			840	00052
	0317 HEALTH INS PREM PK	1,658.76	HOSPITALIZATION INSURANC	101.4552.1500		71034254			840	00053
	0317 HEALTH INS PREM WTR	4,490.88	HOSPITALIZATION INSURANC	703.4825.1500		71034254			840	00054
	0317 HEALTH INS PREM SWR	2,818.55	HOSPITALIZATION INSURANC	709.4843.1500		71034254			840	00055
		54,166.52	*VENDOR TOTAL							
HENNESSY/STEPHEN M	DESCRIPTION BOOKLETS/ETC	115.00	TRAINING/TRAVEL/HOTEL	101.4110.3200		012517	000542	P	840	00056
HOME DEPOT CREDIT SERVIC	BALLASTS (4)-LIBRARY	80.00	REPAIR & MAINTENANCE SUP	101.4095.2200		0010255	028350	P	840	00058
	SCREWS/HOSE/ECT-SHOP	211.01	REPAIR & MAINTENANCE SUP	101.4212.2200		008262	028197	P	840	00059
	PLASTIC BOARD (3)	21.36	REPAIR & MAINTENANCE SUP	101.4216.2200		015328	028206	P	840	00060
	SIGN RACKS/ADHESIVE	141.72	REPAIR & MAINTENANCE SUP	101.4216.2200		015571	028207	P	840	00061
	KEYS (3)-ANDERSON TRUCKI	5.94	REPAIR & MAINTENANCE SUP	101.4212.2200		020298/3013934	028177	P	840	00057
		460.03	*VENDOR TOTAL							
HOWE/JEFFREY R	0217 BUILDING INSP SVC	8,446.00	OTHER CONTRACTUAL SERVIC	101.4140.4070		0217			840	00062
IDEAL RADIATOR	RADIATOR #400	155.04	REPAIR & MAINTENANCE SUP	101.4212.2200		0054697	028212	P	840	00063
JEFF CURTIS ELECTRIC, IN	NO2/CO2 SENS INST-FD/PD	188.39	BUILDING IMPROVEMENTS	101.4094.5100		1715	020031	P	840	00064
	EXH FAN WIRING-CH ADMIN	264.53	BUILDING IMPROVEMENTS	101.4094.5100		1717	020032	P	840	00065
		452.92	*VENDOR TOTAL							
JOHN DEERE FINANCIAL	CROSS/YOKE-J.D. BROOM	171.18	REPAIR & MAINTENANCE SUP	101.4212.2200		1411885	028200	P	840	00066
LANGUAGE LINE SERVICES	0117 INTERP-GERM/SP/SOM/	191.24	PROF SERVICES - INTERPRE	101.4110.3031		4007874	000543	P	840	00067
LEAGUE OF MN CITIES	2017 PATROL SUBSCRIPTION	1,620.00	TRAINING/TRAVEL/HOTEL	101.4110.3200		250223	000547	P	840	00068
	041817 REG LOSS CTR-SJ	20.00	TRAINING/TRAVEL/HOTEL	101.4051.3200		252273			840	00069
		1,640.00	*VENDOR TOTAL							
MARK J TRAUT WELLS INC	021617 8 WATER TESTS	184.00	WATER TESTS	703.4825.4820		294422			840	00070
MCDOWALL COMPANY	ROOF REP-PW 3RD ST S	291.00	REPAIR & MAINTENANCE SUP	101.4212.2200		8445	028356	P	840	00072
MENARDS	EPOXY PUTTY/ETC-ELEV PIT	49.93	REPAIR & MAINTENANCE SUP	101.4094.2200		43289	028352	P	840	00071

Schedule of Bills

VENDOR NAME DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
MINNESOTA DRIVELINE INC U-JOINT (1) #504	34.35	REPAIR & MAINTENANCE SUP	101.4552.2200		058206	028211	P	840	00073
MN COPY SYSTEMS 121216-021117 FD COPIER	20.74	OFFICE SUPPLIES/POSTAGE	101.4120.2000		208800			840	00074
0112-021117 PD COPIER	88.39	PRINTING & BINDING	101.4110.3400		208864			840	00075
	109.13	*VENDOR TOTAL							
MN DEPT OF HEALTH WTR OP CERT RENEWAL-WS	23.00	MISC - DUES	703.4825.4010		022217	020038	P	840	00076
MN DEPT OF HEALTH II 2017 1ST QTR WTR TEST FE	3,049.00	MANDATED TEST FEE	703.4825.8200		021617			840	00077
MN DNR ECO-WATERS 2016 DNR WATER FEES	3,731.46	MISC - DUES	703.4825.4010		021417	020034	P	840	00078
MOBILE HEALTH SERVICES L SCBA EXAMS/FIT TESTS	2,732.00	PROFESSIONAL SERV PHYSIC	101.4120.3011		30771	028259	P	840	00079
OERTEL ARCHITECTS ARCHITECT SVC PYT #6-AMP	5,000.00	CONSULTANTS - ENGINEERIN	101.4211.3010		6			840	00080
PERMITWORKS 0117 ACCESS/SUPPORT-BI	252.92	OTHER CONTRACTUAL SERVIC	101.4140.4070		2017-0061			840	00082
PLEAA 2017 DUES-KS	35.00	DUES & SUBSCRIPTIONS	101.4110.4010		2017	000548	P	840	00081
RAJKOWSKI HANSMEIER LTD 0117 CRIMINAL	8,344.50	LEGAL SERVICES	101.4110.3005		75683			840	00083
0117 PD DATA REQUESTS	275.00	LEGAL SERVICES	101.4110.3005		75809			840	00085
0117 HOTEL LICENSING	229.50	LEGAL SERVICES	101.4060.3005		75809			840	00086
0117 MARTIN MARIETTA	27.00	LEGAL SERVICES	101.4060.3005		75809			840	00087
0117 WOBEGON TRAIL	24.00	LEGAL SERVICES	101.4060.3005		75809			840	00088
0117 PD TASK FORCE JPA	54.00	LEGAL SERVICES	101.4110.3005		75809			840	00089
0117 NEW FIRE TRUCK	81.00	LEGAL SERVICES	101.4060.3005		75809			840	00090
0117 WOBEGON TRAIL EXP	46.00	LEGAL SERVICES	101.4060.3005		75809			840	00091
0117 SENIOR CENTER	243.00	LEGAL SERVICES	101.4060.3005		75809/75810			840	00084
	9,324.00	*VENDOR TOTAL							
RUSSELL/LORRAINE 0217 LANDSCAPE CONSULT	500.00	OTHER CONTRACTUAL SERVIC	101.4552.4070		0217			840	00092
SEH INC 0117 10TH AVE S OVERLAY	320.10	GENERAL ENGINEERING	101.4211.3015		328375			840	00109
0117 WELL #6	2,269.00	GENERAL ENGINEERING	101.4211.3015		328400			840	00107
0117 WELL #6 EXP	74.20	GENERAL ENGINEERING	101.4211.3015		328400			840	00108
0117 17TH AVE S-PH 2	732.70	ENGINEERING COSTS	442.4214.6301		328463			840	00106

Schedule of Bills

VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
SEH INC										
	0117 GRANITEVIEW ROAD	348.00	GENERAL ENGINEERING	101.4211.3015		328464			840	00104
	0117 GRANITEVIEW RD EXP	4.24	GENERAL ENGINEERING	101.4211.3015		328464			840	00105
	0117 AMPHITHEATER DESIGN	89.00	GENERAL ENGINEERING	101.4211.3015		328465			840	00103
	0117 STORMWATER MGMT	48.50	GENERAL ENGINEERING	101.4211.3015		328466			840	00094
	0117 GIS	96.00	GENERAL ENGINEERING	101.4211.3015		328466			840	00095
	0117 WOBEGON TRAIL	44.50	GENERAL ENGINEERING	101.4211.3015		328466			840	00096
	0117 WINDSOR APTS	396.00	GENERAL ENGINEERING	101.4211.3015		328466			840	00097
	0117 STATE AID	1,196.10	GENERAL ENGINEERING	101.4211.3015		328466			840	00098
	0117 2012 IMP PROJECT	450.00	GENERAL ENGINEERING	101.4211.3015		328466			840	00099
	0117 PARK GRANT APP	174.00	GENERAL ENGINEERING	101.4211.3015		328466			840	00100
	0117 CR 138	87.00	GENERAL ENGINEERING	101.4211.3015		328466			840	00101
	0117 TRAFF-10 AV/1 ST S	87.00	GENERAL ENGINEERING	101.4211.3015		328466			840	00102
	0117 PLATS	96.00	GENERAL ENGINEERING	101.4211.3015		328466			840	00110
	0117 PICKLEBALL COURTS	168.30	GENERAL ENGINEERING	101.4211.3015		328466			840	00093
		6,680.64	*VENDOR TOTAL							
SELECT ACCOUNT										
	01-0217 HSA USER FEE CL	65.81	HOSPITALIZATION INSURANC	101.4051.1500		1173676			840	00148
	01-0217 HSA USER FEE PL	14.31	HOSPITALIZATION INSURANC	101.4091.1500		1173676			840	00149
	01-0217 HSA USER FEE CH	7.15	HOSPITALIZATION INSURANC	101.4094.1500		1173676			840	00150
	01-0217 HSA USER FEE PD	273.82	HOSPITALIZATION INSURANC	101.4110.1500		1173676			840	00151
	01-0217 HSA USER FEE BI	14.31	HOSPITALIZATION INSURANC	101.4140.1500		1173676			840	00152
	01-0217 HSA USER FEE PW	73.58	HOSPITALIZATION INSURANC	101.4212.1500		1173676			840	00153
	01-0217 HSA USER FEE SNW	13.82	HOSPITALIZATION INSURANC	101.4213.1500		1173676			840	00154
	01-0217 HSA USER FEE SS	3.07	HOSPITALIZATION INSURANC	715.4224.1500		1173676			840	00155
	01-0217 HSA USER FEE PK	17.74	HOSPITALIZATION INSURANC	101.4552.1500		1173676			840	00156
	01-0217 HSA USER FEE WTR	48.06	HOSPITALIZATION INSURANC	703.4825.1500		1173676			840	00157
	01-0217 HSA USER FEE SWR	30.43	HOSPITALIZATION INSURANC	709.4843.1500		1173676			840	00158
		562.10	*VENDOR TOTAL							
SHERWIN WILLIAMS										
	PAINT (3GAL)/RECYCLE-CH	142.86	REPAIR & MAINTENANCE SUP	101.4094.2200		0746-5/0747-3	028355	P	840	00111
SHIFT TECHNOLOGIES INC										
	PC REPAIRS-CL	81.25	REPAIR & MAINTENANCE	101.4051.3700		50611			840	00112
	PC REPAIRS-PW	306.90	REPAIR & MAINTENANCE	101.4212.3700		50611			840	00113
		388.15	*VENDOR TOTAL							
SPECTRUM SUPPLY										
	TISSUE/LINERS/ETC-CH	129.81	REPAIR & MAINTENANCE SUP	101.4094.2200		38288	028354	P	840	00114
ST CLOUD TAILOR SHOP										
	ZIPPER REP-TD	14.00	UNIFORMS	101.4110.2120		648460	000546	P	840	00115
ST CLOUD TIMES #1076										
	0317 SUBSCRIPTION	30.00	ADVERTISEMENTS	101.4051.3300		031217			840	00147
STEARNS COUNTY ENVIRON S										
	2017 SPLASH PAD LICENSE	150.00	MISC - DUES	101.4554.4010		021317	020033	P	840	00116

Schedule of Bills

VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
THEISEN/FRANK R	020117 MILEAGE-LOBBY DAY	90.95	TRAINING/TRAVEL/HOTEL	101.4011.3200		022317			840	00159
TONKA EQUIPMENT COMPANY	GASKET-STRIPPING TWR	94.57	REPAIR & MAINTENANCE SUP	703.4822.2200		1003369	028010	P	840	00117
UNUM	LIFE INSURANCE COMA									
	0317 DIS PREM CL	232.16	DISABILITY INS & OTHERS	101.4051.1510		021317			840	00118
	0317 DIS PREM PLAN	48.47	DISABILITY INS & OTHERS	101.4091.1510		021317			840	00119
	0317 DIS PREM CH	19.88	DISABILITY INS & OTHERS	101.4094.1510		021317			840	00120
	0317 DIS PREM PD	973.58	DISABILITY INS & OTHERS	101.4110.1510		021317			840	00121
	0317 DIS PREM BI	39.75	DISABILITY INS & OTHERS	101.4140.1510		021317			840	00122
	0317 DIS PREM PW	212.50	DISABILITY INS & OTHERS	101.4212.1510		021317			840	00123
	0317 DIS PREM SNOW	34.79	DISABILITY INS & OTHERS	101.4213.1510		021317			840	00124
	0317 DIS PREM ST SWR	7.49	DISABILITY INS & OTHERS	715.4224.1510		021317			840	00125
	0317 DIS PREM PARKS	48.16	DISABILITY INS & OTHERS	101.4552.1510		021317			840	00126
	0317 DIS PREM WTR	133.56	DISABILITY INS & OTHERS	703.4825.1510		021317			840	00127
	0317 DIS PREM SWR	84.01	DISABILITY INS & OTHERS	709.4843.1510		021317			840	00128
	0317 LIFE PREMIUM CL	51.73	LIFE INSURANCE	101.4051.1520		021317			840	00129
	0317 LIFE PREMIUM PLAN	11.25	LIFE INSURANCE	101.4091.1520		021317			840	00130
	0317 LIFE PREMIUM CH	5.63	LIFE INSURANCE	101.4094.1520		021317			840	00131
	0317 LIFE PREMIUM PD	214.31	LIFE INSURANCE	101.4110.1520		021317			840	00132
	0317 LIFE PREMIUM BI	11.25	LIFE INSURANCE	101.4140.1520		021317			840	00133
	0317 LIFE PREMIUM PW	56.68	LIFE INSURANCE	101.4212.1520		021317			840	00134
	0317 LIFE PREMIUM SNOW	10.69	LIFE INSURANCE	101.4213.1520		021317			840	00135
	0317 LIFE PREMIUM ST SWR	2.36	LIFE INSURANCE	715.4224.1520		021317			840	00136
	0317 LIFE PREMIUM PARKS	13.62	LIFE INSURANCE	101.4552.1520		021317			840	00137
	0317 LIFE PREMIUM WTR	30.05	LIFE INSURANCE	703.4825.1520		021317			840	00138
	0317 LIFE PREMIUM SWR	19.93	LIFE INSURANCE	709.4843.1520		021317			840	00139
		2,261.85	*VENDOR TOTAL							
VEENSTRA/BRADLEY THOMAS	0217 TELEVISE MEETINGS	300.00	LOCAL ACCESS EXPENSES	101.4051.8300		0217			840	00140
	021517 STATE OF CITY	450.00	LOCAL ACCESS EXPENSES	101.4051.8300		42499			840	00141
	2017 ST OF CITY-DVD EDIT	300.00	LOCAL ACCESS EXPENSES	101.4051.8300		42499			840	00142
		1,050.00	*VENDOR TOTAL							
VERIZON WIRELESS SERVICE	0111-021017 PD LAPTOPS	490.29	REPAIR & MAINT-TECHNOLOG	101.4110.3711		9780205892			840	00143
XCEL ENERGY	121916-012217 PW 17 AV S	2,285.21	PUBLIC UTILITY SERVICES	101.4212.3600		534667805			840	00144
ZELLNER/JUD J	UNIFORM PANTS (2) REIMB	77.98	TRAINING/TRAVEL/HOTEL	703.4825.3200		021417			840	00145
ZIEGLER INC	ASSORTED GREASE FITTINGS	44.69	REPAIR & MAINTENANCE SUP	101.4212.2200		PC080486421	028199	P	840	00146

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Schedule of Bills

CITY OF WAITE PARK  
GL540R-V08.05 PAGE 7

VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
	REPORT TOTALS:	134,273.02								

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Schedule of Bills

CITY OF WAITE PARK  
GL060S-V08.05 RECAPPAGE  
GL540R

FUND RECAP:

FUND	DESCRIPTION	DISBURSEMENTS
101	GENERAL FUND	
442	17TH AVE SOUTH	110,712.18
443	PUBLIC WORKS FACILITY	732.70
703	WATER FUND	3,017.50
709	SEWER FUND	16,437.28
715	STORMWATER FUND	3,039.69
		333.67
TOTAL ALL FUNDS		134,273.02

BANK RECAP:

BANK	NAME	DISBURSEMENTS
CHEK	PLAZA PARK BANK	134,273.02
TOTAL ALL BANKS		134,273.02

THE PRECEDING LIST OF BILLS PAYABLE WAS REVIEWED AND APPROVED FOR PAYMENT.

DATE ..... APPROVED BY .....  
.....  
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**Agenda Item No. 6**

Issue: Administrator Update

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Updates will be presented at the time of the meeting.

ADJOURNMENT

Respectfully submitted,

Shaunna Johnson, Administrator