



**WORK SESSION**  
**5:30 PM Upper Level Conference Room**

**WAITE PARK CITY COUNCIL AGENDA**  
**MONDAY, JULY 17, 2017 - 6:30 P.M.**

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

Review and approve, June 17, 2017 Council Agenda

1. Consent Agenda:

Recommended action: approval of following items

- A. Approve Council Minutes of June 26, 2017
- B. Approve On Sale Liquor License, Sunday Liquor License and 2 AM License for new owner at Friend's Bar – 236 2<sup>nd</sup> Avenue
- C. Approve Appointment of Utility Operator

2. Conditional Use Permit – Novel Solar Five LLP and Frank and Margaret Imholte Trust – 8158 County Road 138

3. Award 2017 Well #6 Improvement Project

4. Award 2017 Cloud Park and 6<sup>th</sup> Avenue Improvement Project

5. Implementation of Body Worn Camera System

6. Council/Mayor

A. Review and Approve Bills

7. Administrator

A. Updates

**ADJOURN**

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

**PLEDGE OF ALLEGIANCE  
OPEN FORUM**

**Review and Approve July 17, 2017 City Council Agenda**

Councilmember \_\_\_\_\_ moved that the Council Agenda for July 17, 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 June 26, 2017
- B. Approve On Sale Liquor License, Sunday Liquor License and 2 am License for new owner at Friends's Bar – 236 2<sup>nd</sup> Ave South
- C. Approve Appointment of Utility Operator

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

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

**ROLL CALL**

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

Motion (Approved) (Denied)

## WAITE PARK CITY COUNCIL MEETING

JUNE 26, 2017

A meeting of the Waite Park City Council was held at Waite Park City Hall on Monday, June 26, 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, Planning and Community Development Director Noerenberg, Attorney Hansmeier, SEH Engineer Wotzka

### OTHERS PRESENT

Bob & Helen Trisko, Kurt Scepaniak, Dan Scepaniak, Sonia Eizenhoefer

### 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 Linquist, to approve the 6/26/17 Council Agenda as amended.

#### 4.B. (Add) Proposed County Sales/Wheelage Tax

The motion carried unanimously.

### 1. CONSENT AGENDA

Motion by Member Theisen, second by Member Schneider, to approve the following 6/26/17 Consent Agenda items:

- 1.A. Approved Council Minutes of June 5, 2017
- 1.B. Approved Appointment of Jesse Willard to Fire Department
- 1.C. Approved Optimist Club Gambling License at Grizzly's Wood Fire Grill – 137 2<sup>nd</sup> Avenue South (**RESOLUTION NO. 062617-01**)

The motion carried unanimously.

### 2. PUBLIC HEARING – BODY WORN CAMERAS

The City of Waite Park is considering implementing a Body Worn Camera (Portable Recording System) Program within its Police Department. The use of body-worn cameras (BWC's) in law enforcement is relatively new. The primary purpose of using BWC's is to capture evidence arising from police-citizen encounters. While this technology allows for the collection of valuable information, it opens up many questions about how to balance public demands for accountability and transparency with the privacy concerns of those being recorded. In deciding what to record, this policy reflects a balance between the desire to establish exacting and detailed requirements and the reality that officers must attend to their primary duties and safety of all concerned, often in circumstances that are tense, uncertain, and rapidly evolving.

In accordance with Minnesota Statute 626.8473, Subd. 2, "A local law enforcement agency must provide an opportunity for public comment before it purchases or implements a portable recording system. At a minimum, the agency must accept public comments submitted electronically or by mail, and the governing body with jurisdiction over the budget of the law enforcement agency must provide an opportunity for public comment at a regularly-scheduled meeting." Minnesota Statute 626.8473, Subd. 3 requires that "the chief officer of every state and local law enforcement agency that uses or proposes to

use a portable recording system must establish and enforce a written policy governing its use. In developing and adopting the policy, the law enforcement agency must provide for public comments and input as provided in subdivision 2."

The cost to implement BWC's within the Police Department would be approximately \$27,000 for 18 cameras with an ongoing cost for data storage of \$18,000 annually. This would also allow us to replace cameras every 30 months and would include the AXON Capture software which provides the ability to use SMART phones to take statements and reviews videos. This is something that has been budgeted within the Police Department but requires Council's action to purchase and implement the BWC Program.

The purpose for the meeting tonight is to give the public another opportunity to provide the Council with any thoughts or concerns related to BWC's and its BWC Proposed Policy. No Council action will be taken at the meeting tonight. A copy of the proposed policy has been previously provided and is also on the City's website at [www.ci.waitepark.mn.us](http://www.ci.waitepark.mn.us).

The proposed implementation and policy for BWC's has been provided and discussed with the Police Department Personnel. They will have time to review the policy and bring forward any thoughts or concerns prior to Council action. The City will continue to accept public comments online, email, and in writing up until the Council has made a determination regarding the BWC Program and the Policy. The policy is still a draft and will be further refined prior to its adoption. It is anticipated that this will come before the Council on July 17<sup>th</sup> for consideration.

Mayor Miller opened the Public Hearing by reading the Public Hearing Notice. The Public Hearing opened at 6:32 p.m. No one came forth to speak at the Public Hearing.

Motion by Member Theisen, second by Member Schneider, to close the Public Hearing at 6:33 p.m. The motion carried unanimously.

Mayor Miller announced the body worn camera policy will be presented for consideration at the July 17, 2017 City Council Meeting.

### **3. HORIZON ROOFING SCREENING**

This request has been submitted by City staff with support from owner of the Horizon Roofing property (Dan Scepaniak) and Bob and Helen Trisko, owners of adjacent property located to the west and south of the Horizon Roofing property.

Staff would note that this request is being brought to the City Council, after previous review by the Planning Commission to allow them to review and potentially clarify the intent for screening of this property. The request is not to amend the Conditional Use Permit. Depending on guidance from the City Council, separate processes may be required to facilitate the project (such as a variance for fence height).

Staff has been coordinating with the Dan and Kurt Scepaniak of Horizon Roofing over the last several weeks regarding the screening plan for the property, which was a requirement of the original conditional use permit that allowed for installation of a monopole cellular tower owned and operated by Verizon Wireless that was reviewed by the Planning Commission in October of 2014. The request was later approved by the City Council in November of 2014.

In early 2015, the City Administrator and City Attorney approved an agreement with the Scepaniaks which would allow the screening to be delayed until the construction of the cell tower was complete, in order to maintain access to the site for construction equipment. Delays in the project, which were approved by the City, led to the construction taking place much later than expected, with the tower only recently having been completed. With the construction taking place, staff has been coordinating with Horizon Roofing on their plans. As was required as part of the Conditional Use Permit, a screening plan was included as part of the building permit application and approved at that time by staff. However, in the time since the Scepaniaks have requested to amend several aspects of the approved plan, which spurred the current discussions.

During this process, questions have arisen from the adjacent owners who believe that the screening plan should be more intensive, with more and higher fencing than has been required by City staff. They believe that the Planning Commission and City Council had required taller fencing, in the 8-10 foot tall range. Since current staff was not working with the City at the time of the original review, and due to the ongoing disagreements between the property owners, staff would like the Planning Commission to weigh in on the issue.

The intent of the screening plan, at the time of the initial request and application, was to screen the Horizon Roofing property from view of the roadway and bring the property into compliance with City Ordinance. City Ordinance also requires outdoor storage to be screened from adjacent properties, even if the properties are zoned Industrial as well. At the time of the request in 2014, it was found that there was an inordinate amount of outdoor storage taking place on the property, which is supported by the included aerial imagery from 2015. An aerial image from 2010 also demonstrates significantly less materials and equipment being stored onsite at that time and shows the increase in the years following.

Pictures and notations included by staff depict the current conditions of the site. It is worth noting that much of the equipment along the western side as depicted in the aerial imagery has been removed. Much of the area is used simply for parking of employee vehicles. The majority of what would be considered as "outdoor storage" is concentrated along the rear property line and consists of pieces of heavy equipment. Kurt Scepaniak has advised that they are amenable to relocating some items, such as the campers, as may be needed.

Part of the issue of concern is the rear property boundary. There is a significant elevation change, of what staff would estimate to be 10-12 feet, in which the Trisko property to the south sits higher than the Horizon Roofing property. In staff's opinion, this would render any fencing in the area ineffective in achieving screening from the south as the Triskos believe should be installed. Staff would be more supportive of coordinating with Horizon Roofing on clean-up and/or removal of items in this area (as was also an option as presented to the owners throughout), or utilization of plantings of trees that will grow tall and wide in this area for screening instead of a fence. Information denoting the elevation changes, including contour maps and pictures, are included for review and consideration.

Both property owners have also been dealing with the issue of trees along the western property boundary, which are located evenly on the property line. These areas are also depicted, with the property stakes, on several of the attached photographs. Horizon Roofing wants to put their fence up to the property line, as is allowed by City Code, but they have advised that the Triskos do not want to remove the trees as would be required to do so. It has typically been City policy that such matters are civil in nature and up to the property owners to resolve privately as they see fit, whether this is done informally and amicably or whether they choose to involve legal counsel and follow the civil judicial process. It is staff's understanding that in the time since the Planning Commission meeting and discussion the property owners have been working together toward an amicable solution on relocating/removing these trees.

Staff has included the materials from the October 2014 Planning Commission meeting and the November 2014 City Council meeting, including agenda packets and minutes. Staff's review of these materials indicate that there was not any discussion of the fence height or a specific screening plan, aside from the security fence surrounding the base of the proposed tower itself. This fencing was noted as being 8-10 foot in height, which is where the Triskos may be recalling this height number from, but this was not intended, required, or planned for the entirety of fencing around the property.

The Planning Commission information distinctly notes that there was not a screening plan submitted at that time and that one would be required to be submitted in order for the project to proceed.

Likewise, the City Council report did not include a screening plan, although there were tree plantings noted around the outside of the security fence around the base of the tower. The City Council approval of the Conditional Use Permit required that a screening plan would be in place, subject to agreement between the property owner and City staff. There was not a provision that the plan was subject to review or approval by any adjacent property owners. There was no approval for any fencing greater than 6 feet in height, which would require a variance under City Ordinance.

In early 2015 the City Administrator and City Attorney reviewed fencing questions with the Scepaniaks and determined that an acceptable screening plan would include utilizing slats placed throughout the existing chain link fencing in the front of the property, and that a similar chain link fence with slats (6' height) could be utilized along the western property boundary for screening. The plan that has been submitted for review by staff includes this screening, although a request to utilize a mesh/canvas material (similar to what is used for tennis courts) instead of slats was declined by staff. Staff also gave the option to utilize a solid wood 6' fence on the western property boundary as was depicted on the original building permit which was reviewed and approved. Staff is comfortable with the six foot fencing and screening as proposed. If the City Council believes that a higher fence would be more appropriate, then a separate variance process would need to be followed.

Staff would note that Scepaniaks were made well aware of the screening requirements from the onset of project and throughout the process. There have been some comments made to staff that give

the indication that they feel they are being singled out or "picked on" for compliance, although staff is simply working to fulfill the requirements of the Conditional Use Permit. Bringing the property into compliance requires screening as has been approved, but could also involve removal or relocation of equipment and/or general clean-up of the property. Staff would note that the property appears in better outdoor condition currently than it did in the attached 2015 aerial image.

Regarding the rear property boundary, staff would suggest that the provision of a fence in this area would be non-beneficial for either property owner. It would be an incurred cost for Horizon Roofing and in staff's opinion would not achieve much, if any, benefit to the Triskos. The Triskos have been marketing their property for residential/commercial development (although it is currently zoned Industrial, and the City is willing to work with them on possibilities), and it is possible that any buyer would likely put up their own screening of their specific design.

Staff has also had discussions with Kurt Scepaniak regarding concerns about screening the areas nearest the entrance area, due to the public path that runs parallel to CR 137 and is immediately outside the Horizon Roofing fence. Mr. Scepaniak is concerned about the potential for a bicyclist/vehicle collision and has requested that the requirement to screen be omitted within 50 feet in either direction of the gate to minimize concerns of potential liability for both their business and the City. After reviewing average speeds of bicyclists, reaction times, and stopping distances, staff believes the concern to be valid. However, the possibility of a collision could also be lessened through utilization of signage along the trail on either side, such as stop signs or "trucks exiting" signage. Horizon Roofing utilizes signage in the exit of the gate currently. The Planning Commission advised that if the property is allowed to forego screening in this area, then it is expected that there will not be any vehicles or equipment parked along these stretches at any point, which would negate any visibility and safety gains. Staff would be comfortable with foregoing 50 feet screening on either side of the gate, provided that the recommendations of the Planning Commission are adhered to.

If the Planning Commission believes screening is appropriate for this area, staff would suggest that trees be utilized instead, planted at 6-8 foot height and with overall full-grown height and spread to more effectively block the area. However, staff believes that simple coordination with Horizon Roofing on cleaning up and organizing this area may be effective as well.

The Planning Commission reviewed and discussed the issues at their June 13<sup>th</sup>, 2017 meeting, which included a public hearing component. The Planning Commission heard extensive comments from Dan and Kurt Scepaniak, as well as Bob and Helen Trisko, and held discussion on whether a taller fence would effectively do any good. Planning Commissioners reiterated that there were never any plans reviewed or approved that called for a 8-10 foot fence around the entirety of the property, and advised the Triskos that they could also opt to provide screening of their choosing on their own property at any time.

The Planning Commission recommended that the requirements of the original Conditional Use Permit by screening the property with a fence with slats in the front to the back toward the tower be followed. They did not recommend installation of screening via fence or plantings along the back of the property, with the caveat that further clean-up of the property in the rear area could be required at any time by the City if deemed necessary.

Staff recommends the following:

1. The issue of fence location along the western property line must be resolved privately between the involved property owners. Disagreement between property owners will not prevent fence permit(s) from being issued when ready if they otherwise demonstrate compliance.
2. Review and provide guidance on the screening location and heights of fence. Staff is comfortable with the screening plan as currently agreed-to with Horizon Roofing, including utilization of slats in existing front fence, and installation of 6' tall chain-link fence with slats on the western side of the property and southward past the southernmost portion of the tower and associated tower fencing.
3. Review and consider the issue of rear elevation change and provide guidance to staff as to whether screening (whether in form of fence or plantings) and/or clean-up should be required. Staff recommends against utilization of fencing in this area.
4. Review and consider the issue of bicyclist visibility along the adjacent bike path and whether foregoing 50 feet of screening on either sides of the gate may be permissible.

Member Schulz questioned what the opening width of the entrance was. It is an estimate of 15 feet. Discussion was held on putting signs on the trail near the entrance to caution drivers and trail users of the entrance. Ms. Trisco would like to see a fence on the south side, but if not then some arborvitae or something. Planning and Community Development Director Noerenberg reiterated a 6-foot fence on the back side would not hide anything because of the change in elevation. Planting trees on a berm does not work very well as they do not grow well unless they are irrigated. Because Horizon Roofing put a tower on their property, they now have to come into compliance with other items, like fencing. The screening that has to be brought up to code.

Ms. Trisco presented a map of the properties and discussed what the property was like when they bought it. She stated she thought she was buying something simple.

Fencing was discussed and whether it should be chain-link or with wooden slats. Discussion was also held on how wide they should leave the entrance between the fencing.

Motion by Member Schneider, second by Member Schulz, to require slots be installed on the existing 6-foot chain-link fence from the east to the west on the north side of the property with a separation from the center of the driveway 25 feet on each side for a total of 50 feet including the driveway, and also a 6-foot wooden fence to be installed from the northwest corner to the southwest corner ending at the south end of the tower with no fencing required on the south side of the property.

Ayes: Mayor Miller, Members Schneider, Schulz, Theisen

Nays: Member Linquist

Abstained: None

The motion carried.

#### **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 (0317M2, 0617D1). The motion carried unanimously.

##### **4.B. PROPOSED COUNTY SALES/WHEELAGE TAX**

Stearns County is asking for support in raising the wheelage tax from \$10 to \$20 and/or to add a half a percent sales tax in place for improvement of county roads.

Motion by Member Linquist, second by Member Theisen, to support adding a half a percent county-wide sales tax and keeping the wheelage tax at \$10. The motion carried unanimously.

#### **7. ADMINISTRATOR**

##### **7.A. UPDATE**

City Administrator Johnson reviewed the following:

- Ms. Melinda's Dance Studio ribbon cutting will be on Thursday, June 29, 2017 at 4 p.m. with an open house from 4 to 7 p.m.
- The ribbon cutting for the Kwik Trip on 10<sup>th</sup> Avenue North will be on August 2, 2107 at 2 p.m.
- The visit by New West regarding the amphitheater project will be rescheduled, possibly August 7<sup>th</sup> and 8<sup>th</sup>.
- A special Thank You goes out to Park Board Member John Bowden. He applied on behalf of the City for a \$150,000 grant and the City was awarded this grant, which will go toward the connection of the Wobegon Trail on 10<sup>th</sup> Avenue North.

##### **ADJOURNMENT**

Mayor Miller declared the meeting adjourned at 7:11 p.m.

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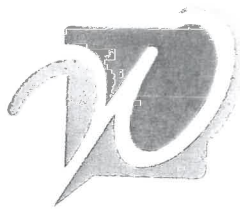
Richard E. Miller  
Mayor

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Shaunna Johnson  
City Administrator

**Consent Agenda Item B:** On Sale Liquor License, Sunday Liquor License and 2AM License for new owner at Friend's Bar 236-2<sup>nd</sup> Ave South

Attached for Council approval is a new On-Sale Liquor License, Sunday Liquor License & 2 AM Liquor License for Hammer & Hammer, Inc., DBA Friends Bar & Restaurant. Friends Bar & Restaurant is located at 236 2<sup>nd</sup> Ave S, Waite Park, MN. All personal and financial background checks came back good. All Fees paid, Applications completed and Insurance are filed with the City. If approved, the new license will go into effect on August 1<sup>st</sup>, 2017.



CITY OF

# Waite Park

WHERE MINNESOTA CONNECTS

## APPLICATION FOR INTOXICATING LIQUOR LICENSES

The Undersigned hereby applies for the following:

\$ ~~2,800.00~~  
1,400.00 On Sale Intoxicating Liquor License  
(Or \$700 Per Annual Quarter: Jan-March/April-June/July - Sept/Oct-Dec)

\$ 200.00 On Sale Sunday

\$ ~~3,000.00~~  
**\$1,600.00** TOTAL WAITE PARK LICENSE FEE

SIGNATURE: [Handwritten Signature]  
(NOTE: SIGNATURE IS REQUIRED)

Corporation/Partnership Name: Hammer & Hammer  
~~Hammer & Hammer~~, INC. DBA: FRIENDS BAR & RESTAURANT

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

Partner Name: Colin Freihammer DOB: 1 / 1  
SS# \_\_\_\_\_ Home Address: \_\_\_\_\_

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

Owner's Name: \_\_\_\_\_ DOB: \_\_\_\_\_  
SS# \_\_\_\_\_ Home Address: \_\_\_\_\_

Business Name: Friends Bar + Restaurant  
Business Address: 236 2nd Ave S.  
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 White Park License Period From: Aug 1, 2017 To: Dec. 31, 2017

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: \$1,400.00 Sunday License fee: \$200.00 3.2% On Sale fee: \$ \_\_\_\_\_ 3.2% Off Sale fee: \$ \_\_\_\_\_

Licensee Name: HAMMER & HAMMER, INC DOB \_\_\_\_\_ Social Security # \_\_\_\_\_  
 (corporation, partnership, LLC, or Individual)

Business Trade Name FRIENDS BAR & RESTAURANT Business Address 236 2ND AVE SOUTH City WHITE PARK

Zip Code 56357 County STEARNS Business Phone 300-744-3000 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:

Partner/Officer Name (First Middle Last)	DOB	Social Security #	Home Address
<u>KEVIN MICHAEL FREHAMMER</u>	<u>11</u>		
<u>COLIN MICHAEL FREHAMMER</u>			

Intoxicating liquor licensees must attach a certificate of 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: SFM Mutual Policy # \_\_\_\_\_

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).**



Minnesota Department of Public Safety  
**Alcohol and Gambling Enforcement Division (AGED)**  
 444 Cedar Street, Suite 133, St. Paul, MN 55101-5133  
 Telephone 651-201-7507 Fax 651-297-5259 TTY 651-282-6555  
 www.dps.state.mn.us

**Application for Optional 2 AM Liquor License**

License type code: 2AM License Expiration Date \_\_\_\_\_ ID# \_\_\_\_\_  
 (For Office Use Only)

Licensee Name: HAMMER & HAMMER, INC  
 Trade Name: FRIENDS BAR & RESTAURANT  
 Licensed Location Address: ~~210 PARK AVE S.~~ 236 2<sup>ND</sup> AVE S  
 City, State, Zip Code: WHITE PARK, MN 56387  
 Business Phone: 320-744-3000

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

Partner/Officer Name (First Middle Last)	DOB	Social Security #	Home Address
<u>KEVIN MICHAEL FREIHAMMER</u>			
<u>Colin Michael Freihammer</u>			
Partner/Officer Name (First Middle Last)	DOB	Social Security #	Home Address
Partner/Officer Name (First Middle Last)	DOB	Social Security #	Home Address

Licensee must report previous 12 month on sale alcoholic beverage gross receipts by checking one of the boxes below. Next to the box you check is your 2 AM license fee. Make check payable to: **Alcohol and Gambling Enforcement Division (AGED)**. Mail this application and check to : AGED, 444 Cedar St., Suite 133, St. Paul, MN 55101-5133.

- \$300 2 AM license fee - Up to \$100,000 in on sale gross receipts for alcoholic beverages
- \$750 2 AM license fee - Over \$100,000, but not over \$500,000 in on sale gross receipts for alcoholic beverages
- \$1,000 2 AM license fee - Over \$500,000 in on sale gross receipts for alcoholic beverages
- \$200 2 AM license fee - 3.2% On Sale Malt Liquor licensees or Set Up license holders
- \$200 2 AM license fee - Did not sell alcoholic beverages for a full 12 months prior to this application

Yes  No Does your city or county licensing official allow the sale of alcoholic beverages until 2 AM?

City Clerk/County Auditor Signature \_\_\_\_\_ Date \_\_\_\_\_

(I certify that the city or county of \_\_\_\_\_ approves the sale of alcoholic beverages until 2 AM)

Licensee Minnesota Tax ID Number (Required) \_\_\_\_\_

Licensee Signature Rain Hammin Date 6/25/17  
 (I certify that I have answered the above questions truthfully and correctly)

**Licensee: Prior to submitting this application to the Alcohol and Gambling Enforcement Division, it must be signed by your local city or county licensing official.**

**Consent Agenda Item C:** Appointment of Utility Operator

The City Council will be interviewing candidates at the work session. They will have the ability to recommend the appointment if they choose. The information related to this will be provided at the meeting.

## **Agenda Item No. 2**

**Issue:** Conditional Use Permit – Novel Solar Five LLP and Frank and Margaret Imholte Trust – 8158 County Road 138

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### **BACKGROUND**

The request has been submitted by Novel Solar Five LLP on behalf and with permission of Frank B. & Margaret Imholte Trust (property owners) to allow for a 1 MW standalone solar array in an A-1, Agricultural/Rural Residential District. The proposed use would be located on the norther portion of property owned by the Imholtes and located at 8158 County Road 138, on the northern side of the road and to the north of their home.

Per the A-1, Agricultural/Rural Residential District standards, staff has made the previous determination that standalone solar arrays are considered a conditional use within the district, under the broader classification of “essential services, governmental and public utility buildings and structures”.

The proposed solar array is intended to serve as a “community solar garden” as per an Xcel Energy program approved and supported by the State of Minnesota to provide for renewable energy supplies. The intent of such community solar garden is to offer subscription-based solar power options to homes and businesses which are unable to install solar facilities upon their own property. This proposed site would generate 1MW of power and the land would continue to be owned by the Imholtes, with a lease to Novel Solar Five LLP for the project duration of 25 years. The intent would be to remove the solar components and all associated equipment at the end of the 25 year period.

The total proposed array is outlined on the attached site plan. The array would consist of 4,680 total solar panels, with 9 rows with 30 foot row-to-row spacing. The racking system and panels are of a static (non-moving) design and do not track or follow the sun. They have an average overall height of 9 ½ feet, although some may be up to a maximum of 15’ height depending on grade in their location. The proposed layout is subject to engineering and final Xcel program approval and may change slightly prior to construction, but would be subject to review/approval by both City of Waite Park and the Sauk River Watershed due to its proximity to the Sauk River.

The proposed array would be located approximately 450 feet from County Road 138 and approximately 150 feet from the adjacent Donovan property. The adjacent property to the east is farmed land and would an approximate 325 foot setback. Transformers and related equipment would be placed on a 16’ x 23’ concrete slab adjacent to the array. The site would have gated access (with provision for emergency response personnel) and a security fence around the perimeter. If approved construction is proposed for late summer or fall of 2017.

An access road would be constructed to the array, for construction and periodic maintenance use, sharing existing entrance to the Imholte property off of CR 138.

The ground area underneath the array is proposed to have vegetation with low maintenance turf or similar seed mix, with pollinator plantings and/or native grasses per the attached landscaping plan. Periodic site maintenance would be utilized throughout the life of the array to control vegetation growth.

In reviewing the proposal with other City departments during standard review meeting, it was noted that the City has interest in maintaining an easement for a future bicycle trail connection through the Imholte property, as has been identified as part of the parks and trail planning. At this time it has not been determined whether the trail should or will run either along the Sauk River on the northern side, or adjacent to County Road 138 on the southern side of the property. The configuration of the solar array seems to be such that it would not restrict a possible future trail from locating along it should that option be pursued, but it is possible that some of the proposed trees noted as part of the landscape plan could be impacted.

Due to the uncertain timelines associated with trail development, staff would recommend making it a condition of approval that the property owners be a willing participant to future easement, to be determined at future date as necessary and subject to further discussion and agreements between all parties.

The Planning Commission held the public hearing and reviewed the request at their July 11<sup>th</sup> meeting and recommended approval of the request. Aside from a brief presentation by the applicants and reading of a written statement submitted by the property owners in favor of the request, no public comments or testimony was received. Staff has not received any questions or comments regarding the proposal from the public as of Thursday, July 13th.

### **REQUIRED ACTION**

The City Council's action 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 City Council 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 decision. 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 a 1MW solar array in an A-1, Agricultural/Rural Residential District with the following conditions:

1. The property owners or their heirs/successors shall be willing participants in dedication of future trail easement upon the property, to be determined at future date. Trail easement may require removal and/or relocation of landscaping.

2. Landscape plan shall be implement as submitted and reviewed unless otherwise approved by City of Waite Park Planning & Community Development Director. Use of pollinator blend for site is encouraged.
3. Site layout shall adhere to proposed configuration submitted unless specific approval is provided by City of Waite Park. Major modifications may require review by Planning Commission and City Council.
4. All necessary building, land disturbance, and electrical permits shall be obtained prior to project commencement.
5. Approval of Sauk River Watershed District for finalized project configuration shall be submitted at time of building permit application.
6. The project shall be decommissioned and the site returned to pre-construction conditions by end of 2044.

**SUGGESTED MOTION**

Councilmember \_\_\_\_\_ moved to recommend to the City Council to approve or deny the Conditional Use Permit, with the following additional conditions: \_\_\_\_\_

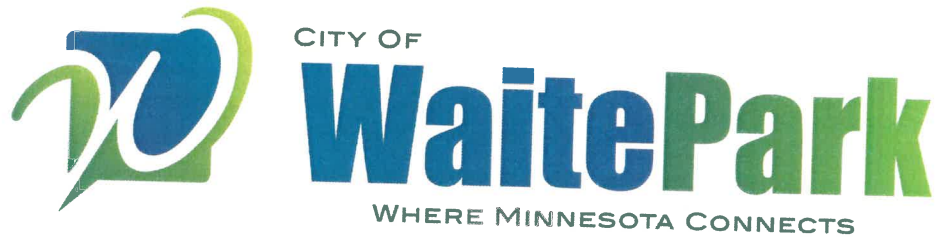
\_\_\_\_\_

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

**ROLL CALL**

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

Motion (Approved) (Denied)



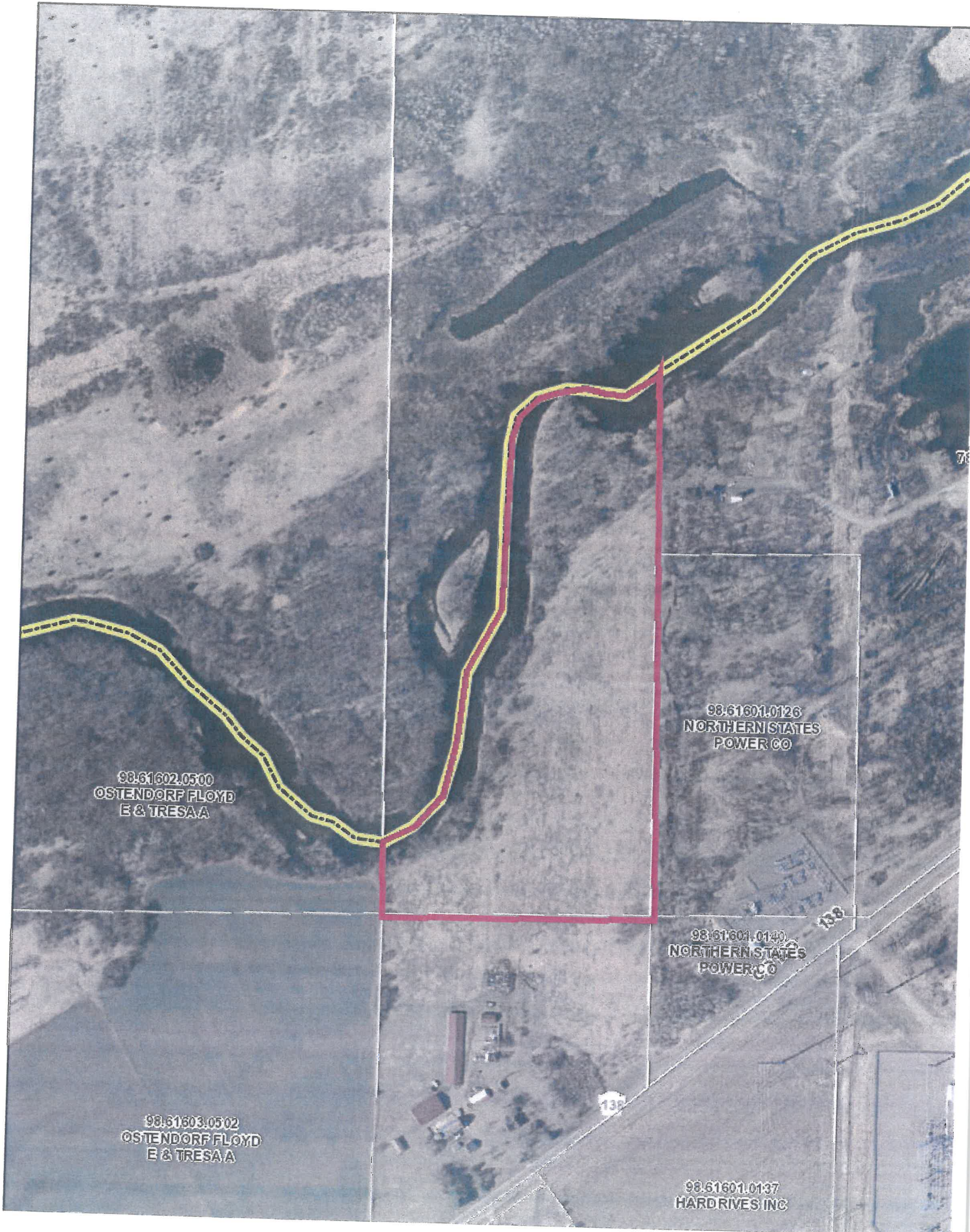
### Planning Commission Findings of Fact

The Planning Commission shall hold the public hearing, consider possible adverse effects of the proposed conditional use and what additional requirements may be necessary to reduce any adverse effects, and then make a recommendation in the form of a resolution (prepared by staff after review by Planning Commission) to the City Council within the guidelines as mandated by State Law. At a minimum, the Planning Commission shall consider the following standards as it would apply to the particular use at the proposed location.

#### The request:

1. Will not be detrimental to or endanger the public health, safety, morals, comfort, convenience or general welfare of the neighborhood or the City.
2. Will be harmonious with the applicable specific and general objectives of the Comprehensive Plan of the City and this Ordinance.
3. Will be designed, constructed, operated and maintained so as to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity and will not change the essential character of that area.
4. Will not be hazardous or disturbing to existing or future neighboring uses.
5. Will be served adequately by essential public facilities and services, including streets, police and fire protection, drainage structures, refuse disposal, water and sewer systems, and schools.
6. Will not create excessive additional requirements at public cost for public facilities and services and will not be detrimental to the economic welfare of the community.
7. Will not involve uses, activities, processes, materials, equipment and conditions of operation that will be detrimental to any persons, property or the general welfare because of excessive production of traffic, noise, smoke, fumes, glare or odors.
8. Will have vehicular approaches to the property which are so designed as not to create traffic congestion or an interference with traffic or surrounding public thoroughfares.
9. Will have adequate facilities to provide sufficient off street parking and loading space to serve the proposed use.
10. Will not result in the destruction, loss or damage of a natural, scenic, or historic feature of major importance.
11. Will conform to the type of uses that are generally permitted within the district.

# General Location Map - Proposed Imholte







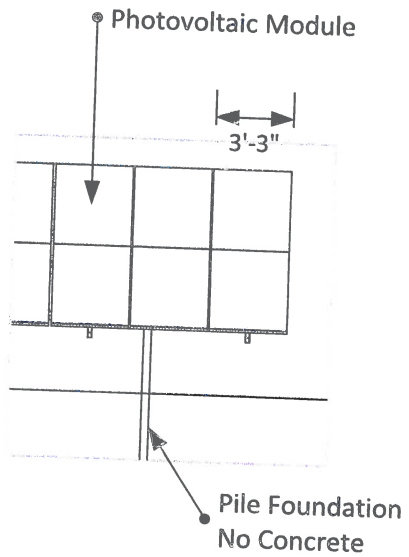
Side View of Array  
Relative Height and Row Spacing



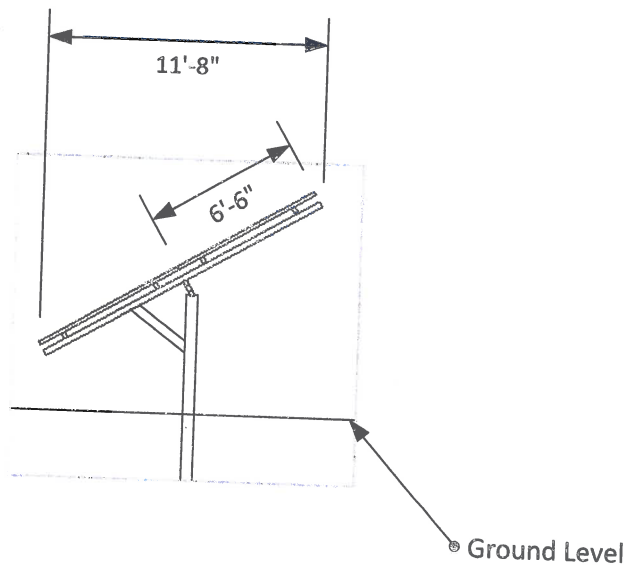
Detail of Switchgear Pad  
Inverters, Combiner (Junction) boxes, Disconnects  
Weather Station, Metering



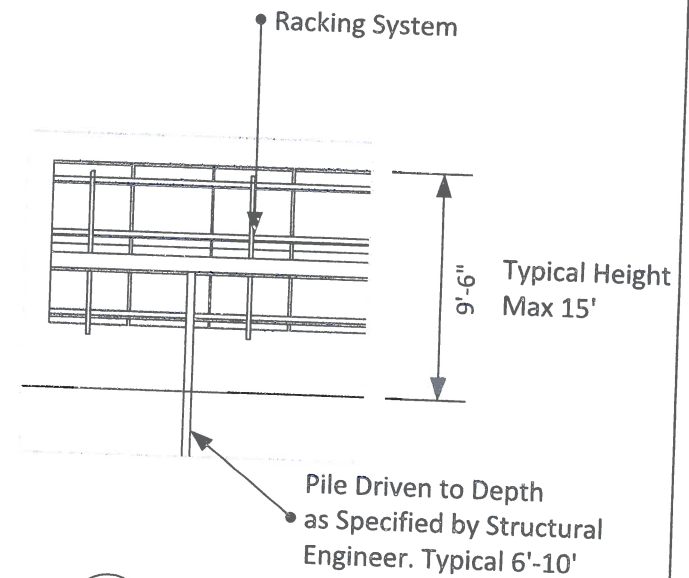
Front View of Array  
Access Road, Fence, Vegetation



Array Detail Front  
Scale: 1/8" : 1'



Array Detail Side  
Scale: 1/8" : 1'



Array Detail Rear  
Scale: 1/8" : 1'

Imholte Site  
Fixed panels

Typical Solar Array Deta



Owner Name - Frank B & Margeret  
- Imholte Trust  
-  
Site PID# - 98.61601.0127  
Site Address - 8158 County Rd 138

Novel Solar Five LLC  
Imholte 1MW Solar  
Garden



info@novelenergy.bi  
z

Main Office  
475 Cleveland Ave N,  
ste #222

St Paul, MN 55104



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## Imholte 1MW Megawatt Solar Garden

### A Novel Solar Five LLC Development Project

#### Introduction

Community Solar Gardens are supported by the State of Minnesota as a renewable energy supply. The Xcel Energy program was approved by the State of Minnesota as part of the renewable energy jobs bill in 2013. The purpose of constructing a community solar garden (solar array) will be to generate offsite solar energy that will be connected directly to the electric grid for the on-going benefit of subscribers to the solar garden. As many as 75% of homes and businesses are unable to install solar at their property making off-site solar energy production their only option.

This proposed site will be constructed to produce one megawatt (1MW) of electric generation. The electrical energy will be distributed directly to the existing electrical grid for subscribers to the energy produced by the system. The impact to the area is low from a construction, operation, and end of life perspective. Construction and setup are not invasive. Solar energy production is a passive activity, and the system does not alter the underlying nature of the land which can be returned to any other appropriate use. The system will reduce the carbon footprint and greenhouse gas emissions. Subscribers to the community solar garden will save on their electric bills over the 25 year life of the agreement with Xcel Energy, money which can be saved and spent in support of the local economy.

Community solar gardens offer numerous benefits to the community. Subscribers have an opportunity to keep electric dollars in the area to support the local economy. Land owners have a new option that brings value to their property without impacting the underlying nature of the land. Harvesting the sun entails far less risk than other commodities. Land owners and the community have an opportunity to be leaders in renewable energy that sets an example for others to follow, and leaves a positive lasting legacy. Distributed solar generation, energy produced at multiple locations across the grid helps prevent electric line loss and dependence on carbon-based fuel sources. Careful siting standards protect the integrity of the land, increases production which increases local revenues and savings, and ensures positive neighbor relations.

Solar panels and systems have been used in the United States for over forty years and have gained in popularity as the cost of solar energy becomes competitive with traditional fossil fuels, and because of positive environmental benefits. Solar systems are more widely found on the east and west coasts of the United States due to higher electric costs than Minnesota and the Midwest. Solar systems have been found to be good neighboring land uses due to their passive nature, no negative impact on neighbor property values, and benefits to the environment and local economy.



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## Description

The parcel is owned by the Frank B & Margaret Imholte Trust

PID# 98.61601.0127

Legal Description: 16.04 Acres that part of W978.5' as measured on Co Rd 138 of W2SW4 lying S & E of Sauk river. Section 13 Township 124 Range 29

Parcel Description: Agricultural production, fallow land and bordered by the Sauk River

Site Access: Access off County road 138

Ownership: Land will be leased from the land owners, and project ownership will be Novel Solar Five, LLP

## Equipment

The project will consist of Tier-1, 320 Watt, multi-crystalline solar panels. Bloomberg New Energy Finance rates solar panels in tiers based on a variety of factors including financeability. All Tier-1 panels used have a 25 year warranty. Panels will feed inverters which ultimately connect to the electric grid at a point of interconnection located at a point closest to the 3-phase power lines along County Road 138 as engineered to meet industry, state and federal standards.

Transformers and related equipment will be placed on a concrete slab on grade sized 16'x23' adjacent the 1MW array grouping. Xcel Energy required poles will be standard electric utility poles with overhead wires unless otherwise authorized or required, and Xcel will acquire the necessary permits for their poles. Additional poles may be required depending on the manner of interconnection. All non-Xcel Energy equipment, materials, supplies, concrete, etc. will be removed at the end of the useful life of the project.

All equipment must meet Xcel Energy and national standards for safety and interconnection. Program requirements include adequate levels of insurance coverage and a signed interconnection agreement as required by the MN Public Utilities Commission for 25 years, with continual production monitoring.

## Site Appearance & Impact

The parcel will consist of a 1MW Solar Garden with 4680 solar panels. The installation will include 9 rows of solar panels with 30 foot row to row spacing. The attached layout provides the proposed layout



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which is subject to engineering and final Xcel approval. The final layout will continue to meet all City of Waite Park and the Sauk River Watershed requirements and performance standards.

Gated access will be provided with a key code or double lock for Xcel Energy and emergency response personnel. Signage will include 24-hour contact information. One light at the point of interconnection will be illuminated continually in the evening hours for safety of responding personnel.

Following construction of the arrays and any other project requirements, vegetation is established to ensure soil stabilization, improve storm water quality, and for site beautification. Low Maintenance Turf seed mix or similar seed mix is utilized. Native grasses or specific pollinator plantings will be utilized in accordance with the attached landscaping plan. Once established, this site will filtrate surface waters and minimize erosion even better than traditional croplands. Additional site visits and pro-active weed identification and control will occur in the earlier seasons of the vegetative growth to ensure proper site development. Regular site maintenance will occur throughout the life of the system.

The nearest properties include the NSP and Donovan properties to the east and there is heavy existing screening, plus the array is setback approximately 150' from the property line. To the north there is a large buffer to a row of trees and then the river with more trees on the other side of that. The Ostendorf property is to the east, this is farmed land and there is approximately a 325' setback from the property line, a row of trees will be planted to screen the view from 138 in accordance with the attached landscaping plan. To the south is County Road 138, the arrays are setback approximately 450' and there are existing trees bordering the road.

## Construction

Construction activities will begin in late summer or fall of 2017. Installing posts at different depths and lengths will accommodate the minimal sloping on the site preventing the need for grade and fill activities. Grading and minor excavation may be needed for the switchgear pad to ensure level ground for the slab on grade. All necessary equipment and supplies will be delivered within a 4-6 week period at the start of construction. During the start of construction there will only be an average of two semi-trailers per day. Construction is expected to take 8 weeks. Deliveries will come from County Road 138, to the existing site access that is located east of the homesite as per the attached layout. A temporary delivery direction sign may be installed at the start of construction upon approval from the road authority. Temporary parking and staging will be off-road at the site entrance. Disposal of waste materials will comply with all local, state and federal regulations and best practices.



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## **Hydrological Features**

There are no identified wetlands per the MN DNR Public Waters Inventory and/or National Wetland Inventory Maps near the solar development area. Additionally, a wetland delineation has been completed and is attached herein. The wetland delineation has been submitted to the County and US Army Corp and we are awaiting their determinations. Storm water management will be handled by the current best practices provisions, and an NPDES permit will be obtained. Erosion control blankets, silt fencing and other best practices will be utilized throughout construction at appropriate locations. A stormwater pollution prevention plan (SWPPP) is currently being prepared with a focus on infiltration with a stormwater basin in accordance with the recommendation of the Sauk River Watershed District as shown on the attached site hydrology map.

## **Geology and Soils**

Novel Energy Solutions is preparing a Phase 1 ESA which will be utilized to help determine bedrock depth and in identifying all soils on the project site. This data will be utilized in the engineering of the posts and racking to ensure adequate wind, snow and other load factors.

## **Potential to Effect the Environment and Public Health**

This project is focused on bringing additional green energy to people in Minnesota unable to access solar on their property, and reduce Xcel Energy's and the state's carbon emissions. The proposed solar array is passive and is designed to capture the sun's rays, not reflect them. Solar panels have an equivalent glare factor as a body of water. Research on potential environmental and public health issues will be through the State of Minnesota and the Federal government databases to ensure compliance. The many-decade history of solar panel use has not identified public health or environmental issues. The addition of year-round ground cover will provide improved storm water control over traditional row cropping providing improved soil retention and greater water infiltration.

## **Decommissioning, Restoration Plan and Insurance**

Within one hundred eighty (180) days of the end of the project useful life, decommissioning will include the removal of all of the solar arrays, cables, electrical components, accessory structures, fencing, roads and other ancillary facilities owned by the solar garden. Since this project includes the establishment of vegetation on site, the soil will be excellent for agricultural utilization upon decommissioning. Established vegetation can be maintained, or tilled and re-planted to other vegetation upon the landowner's request. At year 26, there is almost equal salvage value in the panels and equipment than



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the costs associated with removing the system. The LLC will create an internal account for the difference between the expected decommissioning cost and salvage value which will be reviewed every five (5) years and amount adjusted accordingly, unless the City requires some other form of financial assurance.

Detailed decommissioning includes:

- All cables and conduit will be removed
- PV modules will be removed from racking sold or transported to a recycling facility
- Racking equipment will be dismantled and removed, and either re-used or sold for scrap
- Inverters, transformers, switchgear, etc. will be re-sold or scrapped per industry best practices and regulations
- Concrete foundations, if utilized will be broken down and recycled or otherwise disposed.
- The security fence will be removed
- The site will be returned to its current state

The Xcel Energy tariffs governing this program and all interconnection as approved by the MN Public Utilities Commission includes interconnection and insurance requirements. Sections 9 & 10 of Xcel Energy's tariff for the Solar\*Rewards Community, and Interconnection respectively spell out the requirements. Insurance coverage includes a \$2 million per occurrence policy, and interconnection to the Xcel Energy grid cannot occur until all safety and security items have been engineered, reviewed and approved. State and National electrical codes must be met, inspected and approved prior to interconnection. A signed interconnection agreement with Xcel Energy will be provided prior to construction activities.

## Conclusion

We are excited to complete this project in a strong partnership with the Imholte Family, the City of Waite Park and the Sauk River Watershed District. We are committed to following best practices and all State, Federal and local rules and regulations to develop a community solar garden providing the many benefits to the local community.

City of Waite Park Criteria:

1. The conditional use will not be detrimental to or endanger the public health, safety, morals, comfort, convenience or general welfare of the neighborhood or the City.
2. The conditional use permit will be harmonious with the applicable specific and general objectives of the Comprehensive Plan of the City and the Ordinance.



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3. The conditional use will be designed, constructed, operated and maintained so as to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity and will not change the essential character of that area.
4. The conditional use will not be hazardous or disturbing to existing or future neighboring uses.
5. The conditional use will be served adequately by essential public facilities and services, including streets, police and fire protection, drainage structures, refuse disposal, water and sewer systems and schools.
6. The conditional use will not create excessive additional requirements at public cost for public facilities and services and will not be detrimental to the economic welfare of the community.
7. The conditional use will not involve uses, activities, processes, materials, equipment and conditions of operation that will be detrimental to any persons, property, or the general welfare because of excessive production of traffic, noise, smoke, fumes, glare or odors.
8. The conditional use will have vehicular approaches to the property which are so designed as not to create traffic congestion or an interference with traffic or surrounding public thoroughfares.
9. The conditional use will have adequate facilities to provide sufficient off -street parking and loading space to serve the proposed use.
10. The conditional use will not result in the destruction, loss or damage of a natural, scenic, or historic feature of major importance.
11. The conditional use will conform to the type of uses that are generally permitted within the district.



**Agenda Item No. 3**

**Issue:** Award 2017 Well #6 Improvement Project

---

**BACKGROUND:**

This project was bid in two contracts, the Well construction (Contract A), and the piping, site and electrical work (Contract B). See the attached Bid Tabulations and letters of recommendation of award. Because both contracts were over the estimate, we have incorporated some design changes to reduce project costs. As such, we are concurrently recommending Change Orders to both contracts to reduce construction costs.

**REQUIRED ACTION:**

Approve award of Contract A, Contract B, Change Order #1 to Contract A, and Change Order # 1 to Contract B for the 2017 Well # 6 Improvement Project.

**RECOMMENDED ACTION:**

Approve award of Contract A: Well #6 Improvements to Traut Wells in the amount of \$228,235.00

Approve award of Contract B: Well # 6 Improvements to Magney Construction in the amount of \$379,069.00

Approve Change Order # 1 to Contract A: Well #6 Improvements for a total price reduction of \$9430.00.

Approve Change Order # 1 to Contract B: Well # 6 Improvements for a total price reduction of \$90,205.00

**SUGGESTED MOTION:**

Council member \_\_\_\_\_ moved to (as listed above) as presented OR with the following revisions/corrections/ additions: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Council member \_\_\_\_\_ seconded the motion.

**ROLL CALL**

Councilmember Charles Schneider \_\_\_\_\_

Councilmember Vic Schulz \_\_\_\_\_

Councilmember Mike Linqvist \_\_\_\_\_

Councilmember Frank Theisen \_\_\_\_\_

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

Motion (Approved) (Denied)

July 17, 2017



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for All of Us®

July 13, 2017

RE: Waite Park, Minnesota  
2017 Well No. 6: Contract A - Well Construction  
SEH No. WAITE 140374 14.00

Honorable Mayor and City Council  
c/o Shaunna Johnson, City Administrator  
City of Waite Park  
19 13th Avenue North  
PO Box 339  
Waite Park, MN 56387-0339

Dear Mayor and Members of the City Council:

Bids were opened in the City Hall at 10:00 a.m. on Thursday, June 29, 2017, for the above-referenced improvement. The low bid was submitted by Mark J. Traut Wells, Inc. dba Traut Companies of Waite Park, Minnesota in the Bid plus Change Order No. 1 amount of \$218,805.00. A complete tabulation of bids is enclosed.

Bid	\$228,235.00
Change Order No. 1	<u>(\$9,430.00)</u>
Bid plus Change Order No. 1	\$218,805.00

We know of no reason the project should not be awarded to the low bidder for the amount of \$218,805.00.

Please contact me if you have any questions.

Sincerely,

Jeff Ledin, PE  
Project Engineer

djg

Enclosures

- c: Bill Schluenz, City of Waite Park (w/enclosures)
- Terry Wotzka, SEH (w/enclosures)
- Jon Halter, SEH (w/enclosures)

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Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 416 South 6th Street, Suite 200, Brainerd, MN 56401-3540

SEH is 100% employee-owned | [sehinc.com](http://sehinc.com) | 218.855.1700 | 866.852.8880 | 888.908.8166 fax



# TABULATION OF BIDS

PROJECT NO.: WAITE 140374  
 NAME: 2017 WELL NO. 6: CONTRACT A - WELL CONSTRUCTION  
 OWNER: CITY OF WAITE PARK, MN  
 BID DATE: THURSDAY, JUNE 29, 2017 @ 10:00 A.M.

ITEM	QUANTITY	UNIT	DESCRIPTION	ENGINEER'S ESTIMATE		TRAUT WELLS <sup>1</sup>	
				UNIT COST	TOTAL	UNIT COST	TOTAL
<b>WELL</b>							
1	1.00	LS	MOBILIZATION	\$20,000.00	\$20,000.00	\$20,500.00	\$20,500.00
2	70.00	LF	FURNISH, DRILL/DRIVE 18-INCH DIAMETER PERMANANT CASING	\$200.00	\$14,000.00	\$385.00	\$26,950.00
3	30.00	LF	FURNISH, DRILL/DRIVE 18-INCH DIAMETER TEMPORAY (PULL-BACK) CASING	\$100.00	\$3,000.00	\$200.00	\$6,000.00
4	30.00	LF	FURNISH AND INSTALL 18-INCH TELESCOPING SCREEN	\$350.00	\$10,500.00	\$375.00	\$11,250.00
5	40.00	HR	DEVELOPMENT	\$325.00	\$13,000.00	\$350.00	\$14,000.00
6	1.00	LS	FURNISH, INSTALL AND REMOVE PERFORMANCE PUMPING EQUIPMENT	\$3,000.00	\$3,000.00	\$4,800.00	\$4,800.00
7	35.00	HR	PERFORMANCE PUMPING	\$150.00	\$5,250.00	\$185.00	\$6,475.00
8	1.00	LS	SAMPLING AND TESTING	\$2,000.00	\$2,000.00	\$1,580.00	\$1,580.00
9	1.00	LS	LOGGING	\$1,500.00	\$1,500.00	\$2,800.00	\$2,800.00
10	1.00	LS	PITLESS UNIT	\$40,000.00	\$40,000.00	\$37,350.00	\$37,350.00
11	1.00	LS	SUBMERSIBLE PUMP AND MOTOR	\$15,000.00	\$15,000.00	\$28,500.00	\$28,500.00
12	1.00	LS	SKID MOUNTED TREATMENT SYSTEM MOBILIZATION	\$26,000.00	\$26,000.00	\$37,000.00	\$37,000.00
13	1.00	WEEK	(FURNISH, INSTALL, SKID MOUNTED TREATMENT SYSTEM & SAMPLING	\$8,400.00	\$8,400.00	\$17,000.00	\$17,000.00
14	1.00	LS	ABANDON WELL 3	\$20,000.00	\$20,000.00	\$7,580.00	\$7,580.00
15	1.00	LS	ENCLOSURE FOR PITLESS UNIT	\$5,000.00	\$5,000.00	\$6,450.00	\$6,450.00
<b>GRAND TOTAL BID</b>				<b>\$186,650.00</b>		<b>\$228,235.00</b>	

P:\UZI\WAITE\140374\6-const-contract\Contract A\Bid Tabulation.xlsx\BIDTAB



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# CHANGE ORDER

Waite Park, Minnesota

July 13, 2017

OWNER

DATE

N/A

1

OWNER'S PROJECT NO.

CHANGE ORDER NO

2017 Well No. 6: Contract A - Well Construction

WAITE 140374 71.50

PROJECT DESCRIPTION

SEH FILE NO

The following changes shall be made to the contract documents:

**Description:**

This change order was developed to incorporate deductions, developed cooperatively with the Owner, Contractor, and Engineer to be incorporated into the project prior to final consideration of Award.

Primary items are removal of stainless well enclosure and incorporating the use of City power facilities to run temporary water treatment system.

**Purpose of Change Order:**

Incorporate value engineering changes to reduce overall project cost.

Basis of Cost:  Actual  Estimated

**Attachments (list supporting documents)**

Contract A - Post Bid Change Table (07/13/17) and emails from Joe Traut dated 07/11 and 12/17.

**Contract Status**

Original Contract

Time

Cost

11/03/17 & 12/01/17

\$228,235.00

Net Change Prior C.O.'s 0 to 0

\$0.00

Change this C.O.

(\$9,430.00)

Revised Contract

11/03/17 & 12/01/17

\$218,805.00

Recommended for Approval: **Short Elliott Hendrickson Inc.** by

Jeff Ledin  
Jeff Ledin, Project Engineer

Agreed to by Contractor:

Approved for Owner:

BY Mark J. Traut  
Mark J. Traut Well, Inc. dba Traut Companies

BY Waite Park, Minnesota

TITLE

TITLE

Distribution Contractor 2 Owner 1 Project Representative 1

SEH Office 1

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2017 WELL NO. 6 - CONTRACT A  
 WAITE PARK, MN  
 SEH NO. WAITE140374

7/13/2017

**CONTRACT A - Post Bid Change Table**

ITEM NO.	ITEM DESCRIPTION	UNIT OF MEASUREMENT	ADJUSTED QUANTITY	ADJUSTED UNIT PRICE	ADJUSTED AMOUNT	Bid Quantity	Bid Unit Price	Bid Amount
<b>WELL</b>								
1	MOBILIZATION	LS	1	\$20,500.00	\$20,500.00	1	\$20,500.00	\$20,500.00
2	FURNISH, DRILL/DRIVE 18-INCH DIAMETER PERMANANT CASING	LF	70	\$385.00	\$26,950.00	70	\$385.00	\$26,950.00
3	FURNISH, DRILL/DRIVE 18-INCH DIAMETER TEMPORAY (PULL-BACK) CASING	LF	30	\$200.00	\$6,000.00	30	\$200.00	\$6,000.00
4	FURNISH AND INSTALL 18-INCH TELESCOPING SCREEN	LF	30	\$375.00	\$11,250.00	30	\$375.00	\$11,250.00
5	DEVELOPMENT	HR	40	\$350.00	\$14,000.00	40	\$350.00	\$14,000.00
6	FURNISH, INSTALL AND REMOVE PERFORMANCE PUMPING EQUIPMENT	LS	1	\$4,800.00	\$4,800.00	1	\$4,800.00	\$4,800.00
7	PERFORMANCE PUMPING	HR	35	\$185.00	\$6,475.00	35	\$185.00	\$6,475.00
8	SAMPLING AND TESTING	LS	1	\$1,580.00	\$1,580.00	1	\$1,580.00	\$1,580.00
9	LOGGING	LS	1	\$2,800.00	\$2,800.00	1	\$2,800.00	\$2,800.00
10	PITLESS UNIT	LS	1	\$39,320.00	\$39,320.00	1	\$37,350.00	\$37,350.00
11	SUBMERSIBLE PUMP AND MOTOR	LS	1	\$26,050.00	\$26,050.00	1	\$28,500.00	\$28,500.00
12	SKID MOUNTED TREATMENT SYSTEM MOBILIZATION (FURNISH, INSTALL, REMOVE)	LS	1	\$37,000.00	\$37,000.00	1	\$37,000.00	\$37,000.00
13	SKID MOUNTED TREATMENT SYSTEM & SAMPLING	WEEK	1	\$14,500.00	\$14,500.00	1	\$17,000.00	\$17,000.00
14	ABANDON WELL 3	LS	1	\$7,580.00	\$7,580.00	1	\$7,580.00	\$7,580.00
15	ENCLOSURE FOR PITLESS UNIT	LS	0	\$6,450.00	\$0.00	1	\$6,450.00	\$6,450.00
<b>SUBTOTAL CONSTRUCTION</b>					<b>\$218,805.00</b>			<b>\$228,235.00</b>
							<b>\$9,430.00</b>	

M:\UZIW\WAITE\140374\7-const-svcs\73-app-pymt\Contract A\CO #1\Contract A Post Bid work sheet for Change Order 1.xlsx\Contr A\_Post Bid Adjustment (2



City of Waite Park well 6

Joe Traut

to:

JEFF LEDIN

07/11/2017 05:51 PM

Cc:

David Traut

Hide Details

From: Joe Traut <joet@trautcompanies.com>

To: JEFF LEDIN <JLEDIN@SEHINC.COM>

Cc: David Traut <davet@trautcompanies.com>

Jeff,

Response to your questions on five line items.

Bid item 2.) Double cased 18 x 12 well

18" casing \$95.00/ft.

12" casing \$65.00/ft.

Grout \$35.00/ft.

Total materials cost \$195.00/ft.

Total materials cost for 18" SS casing \$200.00/ft.

The additional cost is the labor and operating cost to install.

Bid item 11.) The pump I bid has a check valve in it and the spec call out for additional check valve. If the additional the check valve is not needed you can deduct \$ 2450.00.

New line item amount \$26,050.00

Bid item 12.) No change. The rental of the carbonair unit starts when the unit leave the location they come from. Bob Bergsgaard from carbonair told me this unit would likely come from Florida. The rental days include weekends.

Bid item 13.) Remove generator rental to operate carbonair stripper deduct \$2500.00. Power source to be supplied by city and wired into Carbonair system.

New line item amount \$14,500.00

Bid item 15.) Remove completely, deduct \$6450.00

I hope this helps.

Thanks

*Please note my email address has changed to  
joet@trautcompanies.com*

*Joe Traut*

Project Manager

Mark J Traut Wells Inc.

[www.trautcompanies.com](http://www.trautcompanies.com)

joet@trautcompanies.com

320-251-5090

Equal Opportunity Employer



Waite Park well 6

Joe Traut

to:

JEFF LEDIN

07/12/2017 04:48 PM

Hide Details

From: Joe Traut <joet@trautcompanies.com>

To: JEFF LEDIN <JLEDIN@SEHINC.COM>

Jeff,

Your request for Pitless Unit Options:

Add - Water sample Tap: \$1625.00

Add – C30 Air Release: \$345.00

*Please note my email address has changed to  
joet@trautcompanies.com*

*Joe Traut*

Project Manager

Mark J Traut Wells Inc.

[www.trautcompanies.com](http://www.trautcompanies.com)

joet@trautcompanies.com

320-251-5090

Equal Opportunity Employer



Building a Better World  
for All of Us®

July 13, 2017

RE: Waite Park, Minnesota  
2017 Well No. 6: Contract B - Water Utilities and  
Site Construction  
SEH No. WAITE 140374 14.00

Honorable Mayor and City Council  
c/o Shaunna Johnson, City Administrator  
City of Waite Park  
19 13th Avenue North  
PO Box 339  
Waite Park, MN 56387-0339

Dear Mayor and Members of the City Council:

Bids were opened in the City Hall at 10:00 a.m. on Thursday, June 29, 2017, for the above-referenced improvement. The low bid was submitted by Magney Construction, Inc. of Chanhassen, Minnesota in the amount of Bid plus Alternate A and Change Order No. 1 amount of \$288,854.00. A complete tabulation of bids is enclosed.

Base Bid	\$379,069.00
Alternate A	\$0.00
Change Order No. 1	<u>(\$90,215.00)</u>
Bid plus Change Order No. 1	\$288,854.00

We know of no reason the project should not be awarded to the low bidder for the amount of \$288,854.00.

Please contact me if you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read 'Jeff Ledin'.

Jeff Ledin, PE  
Project Engineer

djg

Enclosures

c: Bill Schluenz, City of Waite Park (w/enclosures)  
Terry Wotzka, SEH (w/enclosures)  
Jon Halter, SEH (w/enclosures)

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Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 416 South 6th Street, Suite 200, Brainerd, MN 56401-3540  
SEH is 100% employee-owned | [sehinc.com](http://sehinc.com) | 218.855.1700 | 866.852.8880 | 888.908.8166 fax



## TABULATION OF BIDS

PROJECT NO.: WAITE 140374  
 NAME: 2017 WELL NO. 6: CONTRACT B - WATER UTILITIES & SITE CONSTRUCTION  
 OWNER: CITY OF WAITE PARK, MN  
 BID DATE: THURSDAY, JUNE 29, 2017 @ 10:00 A.M.

ITEM	QUANTIT	UNIT	DESCRIPTION	ENGINEER'S ESTIMATE		1 MAGNEY CONSTRUCTION		2 MN MECHANICAL		3 RL LARSON EXCAVATING		4 EAGLE CONSTRUCTION	
				UNIT COST	TOTAL	UNIT COST	TOTAL	UNIT COST	TOTAL	UNIT COST	TOTAL	UNIT COST	TOTAL
<b>BASE BID</b>													
<b>STREET</b>													
1	1.00	LUMP SUM	MOBILIZATION	\$8,000.00	\$8,000.00	\$30,000.00	\$30,000.00	\$26,500.00	\$26,500.00	\$60,000.00	\$60,000.00	\$75,000.00	\$75,000.00
2	65.00	LIN FT	REMOVE WATER MAIN	\$20.00	\$1,300.00	\$20.00	\$1,300.00	\$25.00	\$1,625.00	\$60.00	\$3,900.00	\$138.00	\$8,970.00
3	148.00	SQ YD	REMOVE BITUMINOUS PAVEMENT	\$8.00	\$1,184.00	\$7.00	\$1,036.00	\$6.00	\$888.00	\$5.00	\$740.00	\$33.00	\$4,884.00
4	43.00	LIN FT	REMOVE CONCRETE CURB & GUTTER	\$3.00	\$129.00	\$5.00	\$215.00	\$6.00	\$258.00	\$10.00	\$430.00	\$10.00	\$430.00
5	52.00	CU YD	COMMON EXCAVATION (P)	\$8.00	\$416.00	\$10.00	\$520.00	\$15.00	\$780.00	\$75.00	\$3,900.00	\$25.00	\$1,300.00
6	10.00	CU YD	CONTAMINATED MATERIAL EXCAVATION	\$15.00	\$150.00	\$50.00	\$500.00	\$25.00	\$250.00	\$300.00	\$3,000.00	\$600.00	\$6,000.00
7	10.00	CU YD	EXCAVATION SPECIAL (LEAD)	\$30.00	\$300.00	\$120.00	\$1,200.00	\$30.00	\$300.00	\$50.00	\$500.00	\$600.00	\$6,000.00
8	10.00	CU YD	EXCAVATION SPECIAL (LEAD & ASBESTOS)	\$30.00	\$300.00	\$135.00	\$1,350.00	\$35.00	\$350.00	\$50.00	\$500.00	\$600.00	\$6,000.00
9	10.00	CU YD	HAUL & DISPOSE OF CONTAMINATED MATERIAL (LEAD)	\$50.00	\$500.00	\$150.00	\$1,500.00	\$225.00	\$2,250.00	\$100.00	\$1,000.00	\$600.00	\$6,000.00
10	10.00	HOUR	HAUL & DISPOSE OF CONTAMINATED MATERIAL (LEAD & ASBESTOS)	\$60.00	\$600.00	\$200.00	\$2,000.00	\$300.00	\$3,000.00	\$100.00	\$1,000.00	\$600.00	\$6,000.00
11	2.00	HOUR	STREET SWEEPER (WITH PICKUP BROOM)	\$150.00	\$300.00	\$100.00	\$200.00	\$120.00	\$240.00	\$150.00	\$300.00	\$250.00	\$500.00
12	148.00	SQ YD	TYPE SP 12.5 WEARING COURSE MIX (3.C) 3.5" THICK	\$25.00	\$3,700.00	\$75.00	\$11,100.00	\$95.00	\$14,060.00	\$60.00	\$8,880.00	\$45.00	\$6,660.00
13	15.00	LIN FT	4" PVC PIPE SEWER, SCH 40	\$20.00	\$300.00	\$30.00	\$450.00	\$20.00	\$300.00	\$40.00	\$600.00	\$35.00	\$525.00
14	1.00	LUMP SUM	GRAVEL POCKET	\$500.00	\$500.00	\$500.00	\$500.00	\$1,800.00	\$1,800.00	\$3,000.00	\$3,000.00	\$1,250.00	\$1,250.00
15	182.00	SQ FT	6" CONCRETE PAD	\$8.00	\$1,456.00	\$10.00	\$1,820.00	\$65.00	\$11,830.00	\$20.00	\$3,640.00	\$20.00	\$3,640.00
16	14.00	EACH	BOLLARD	\$400.00	\$5,600.00	\$250.00	\$3,500.00	\$250.00	\$3,500.00	\$300.00	\$4,200.00	\$600.00	\$8,400.00
17	330.00	LIN FT	SILT FENCE, TYPE MS	\$3.00	\$990.00	\$3.00	\$990.00	\$3.00	\$990.00	\$8.00	\$2,640.00	\$4.00	\$1,320.00
18	3.00	EACH	STORM DRAIN INLET PROTECTION	\$125.00	\$375.00	\$75.00	\$225.00	\$500.00	\$1,500.00	\$250.00	\$750.00	\$100.00	\$300.00



## TABULATION OF BIDS

PROJECT NO.: WAITE 140374  
 NAME: 2017 WELL NO. 6: CONTRACT B - WATER UTILITIES & SITE CONSTRUCTION  
 OWNER: CITY OF WAITE PARK, MN  
 BID DATE: THURSDAY, JUNE 29, 2017 @ 10:00 A.M.

ITEM	QUANTIT	UNIT	DESCRIPTION	ENGINEER'S ESTIMATE		1 MAGNEY CONSTRUCTION		2 MN MECHANICAL		3 RL LARSON EXCAVATING		4 EAGLE CONSTRUCTION	
				UNIT COST	TOTAL	UNIT COST	TOTAL	UNIT COST	TOTAL	UNIT COST	TOTAL	UNIT COST	TOTAL
19	1.00	EACH	STABILIZED CONSTRUCTION EXIT	\$800.00	\$800.00	\$500.00	\$500.00	\$600.00	\$600.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00
20	103.00	CU YD	TOPSOIL BORROW (LV)	\$12.00	\$1,236.00	\$25.00	\$2,575.00	\$20.00	\$2,060.00	\$40.00	\$4,120.00	\$40.00	\$4,120.00
21	1.00	LUMP SUM	TURF ESTABLISHMENT (INCLUDES SEEDING, SEED MIX, FERTILIZER AND HYDRAULIC REINFORCED FIBER MATRIX)	\$5,600.00	\$5,600.00	\$1,500.00	\$1,500.00	\$3,875.00	\$3,875.00	\$4,000.00	\$4,000.00	\$5,000.00	\$5,000.00
22	1,660.00	SQ YD	TEMPORARY SEEDING (INCLUDES SEEDING, SEED MIX AND HYDRAULIC MULCH MATRIX)	\$1.00	\$1,660.00	\$1.50	\$2,490.00	\$1.02	\$1,693.20	\$1.00	\$1,660.00	\$1.50	\$2,490.00
<b>WATER MAIN</b>													
23	2.00	EACH	CONNECT TO EXISTING WATER MAIN	\$1,000.00	\$2,000.00	\$750.00	\$1,500.00	\$2,100.00	\$4,200.00	\$3,600.00	\$7,200.00	\$2,000.00	\$4,000.00
24	1.00	EACH	PLUG EXISTING WATER MAIN TEE	\$1,000.00	\$1,000.00	\$350.00	\$350.00	\$1,000.00	\$1,000.00	\$300.00	\$300.00	\$750.00	\$750.00
25	1.00	EACH	HYDRANT	\$4,000.00	\$4,000.00	\$4,500.00	\$4,500.00	\$6,500.00	\$6,500.00	\$4,200.00	\$4,200.00	\$5,800.00	\$5,800.00
26	17.00	LIN FT	16" WATERMAIN DUCTILE IRON CL 50	\$60.00	\$1,020.00	\$90.00	\$1,530.00	\$95.00	\$1,615.00	\$200.00	\$3,400.00	\$130.00	\$2,210.00
27	152.00	LIN FT	12" WATERMAIN DUCTILE IRON CL 50	\$50.00	\$7,600.00	\$75.00	\$11,400.00	\$78.00	\$11,856.00	\$80.00	\$12,160.00	\$90.00	\$13,680.00
28	90.00	LIN FT	8" WATERMAIN DUCTILE IRON CL 52	\$40.00	\$3,600.00	\$65.00	\$5,850.00	\$60.00	\$5,400.00	\$70.00	\$6,300.00	\$90.00	\$8,100.00
29	6.00	LIN FT	6" WATERMAIN DUCTILE IRON CL 52	\$40.00	\$240.00	\$70.00	\$420.00	\$58.00	\$348.00	\$40.00	\$240.00	\$65.00	\$390.00
30	1.00	EACH	16" GATE VALVE AND BOX	\$3,000.00	\$3,000.00	\$8,500.00	\$8,500.00	\$9,800.00	\$9,800.00	\$7,000.00	\$7,000.00	\$10,700.00	\$10,700.00
31	3.00	EACH	12" GATE VALVE AND BOX	\$2,000.00	\$6,000.00	\$4,500.00	\$13,500.00	\$7,500.00	\$22,500.00	\$2,600.00	\$7,800.00	\$6,000.00	\$18,000.00
32	3.00	EACH	8" GATE VALVE AND BOX	\$1,800.00	\$5,400.00	\$3,500.00	\$10,500.00	\$3,900.00	\$11,700.00	\$1,600.00	\$4,800.00	\$3,700.00	\$11,100.00
33	1.00	EACH	6" GATE VALVE AND BOX	\$1,500.00	\$1,500.00	\$3,000.00	\$3,000.00	\$2,400.00	\$2,400.00	\$1,200.00	\$1,200.00	\$3,000.00	\$3,000.00
34	2,787.00	POUND	DUCTILE IRON FITTINGS	\$6.00	\$16,722.00	\$4.00	\$11,148.00	\$6.00	\$16,722.00	\$6.00	\$16,722.00	\$7.00	\$19,509.00
<b>ELECTRICAL</b>													
35	1.00	LUMP SUM	ELECTRICAL & CONTROLS	\$138,300.00	\$138,300.00	\$146,400.00	\$146,400.00	\$133,700.00	\$133,700.00	\$180,000.00	\$180,000.00	\$159,900.00	\$159,900.00



### TABULATION OF BIDS

PROJECT NO.: WAITE 140374  
 NAME: 2017 WELL NO. 6: CONTRACT B - WATER UTILITIES & SITE CONSTRUCTION  
 OWNER: CITY OF WAITE PARK, MN  
 BID DATE: THURSDAY, JUNE 29, 2017 @ 10:00 A.M.

ITEM	QUANTIT	UNIT	DESCRIPTION	ENGINEER'S ESTIMATE		1 MAGNEY CONSTRUCTION		2 MN MECHANICAL		3 RL LARSON EXCAVATING		4 EAGLE CONSTRUCTION	
				UNIT COST	TOTAL	UNIT COST	TOTAL	UNIT COST	TOTAL	UNIT COST	TOTAL	UNIT COST	TOTAL
<b>PROCESS</b>													
36	1.00	LUMP SUM	VALVE AND METER VAULT (COMPLETE INCLUDING APPURTENANCES)	\$75,000.00	\$75,000.00	\$95,000.00	\$95,000.00	\$101,334.00	\$101,334.00	\$110,000.00	\$110,000.00	\$74,000.00	\$74,000.00
			<b>TOTAL BASE BID</b>		<b>\$300,778.00</b>		<b>\$379,069.00</b>		<b>\$407,724.20</b>		<b>\$471,082.00</b>		<b>\$486,928.00</b>
<b>ALTERNATE A</b>													
37	1.00	LUMP SUM	PROVIDE VFD FULLY COMPLIANT WITH SECTION 26 29 23 MANUFACTURED BY THE SAME MANUFACTURER AS THE SUBMERSIBLE MOTOR. INC. 3-YEARS WARRANTY FOR BOTH ITEMS		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,000.00	\$10,000.00	\$6,900.00	\$6,900.00
			<b>TOTAL ALTERNATE ADD/DEDUCT</b>		<b>\$0.00</b>		<b>\$0.00</b>		<b>\$0.00</b>		<b>\$10,000.00</b>		<b>\$6,900.00</b>
<b>SUMMARY</b>													
			<b>TOTAL BASE BID</b>		<b>\$300,778.00</b>		<b>\$379,069.00</b>		<b>\$407,724.20</b>		<b>\$471,082.00</b>		<b>\$486,928.00</b>
			<b>TOTAL ALTERNATE ADD/DEDUCT</b>		<b>\$0.00</b>		<b>\$0.00</b>		<b>\$0.00</b>		<b>\$10,000.00</b>		<b>\$6,900.00</b>
			<b>GRAND TOTAL BID</b>		<b>\$300,778.00</b>		<b>\$379,069.00</b>		<b>\$407,724.20</b>		<b>\$481,082.00</b>		<b>\$493,828.00</b>

PH:UZZWWAITE14037416-conet-contractB\Bid Tabulation.xlsx\BIDTAB



Building a Better World  
for All of Us®

# CHANGE ORDER

Waite Park, Minnesota

July 13, 2017

OWNER

DATE

N/A

1

OWNER'S PROJECT NO.

CHANGE ORDER NO.

2017 Well No. 6: Contract B - Water Utilities and Site Construction

WAITE 140374 71.50

PROJECT DESCRIPTION

SEH FILE NO.

The following changes shall be made to the contract documents:

**Description:**

This change order was developed to incorporate deductions, developed cooperatively with the Owner, Contractor and Engineer to be incorporated into the project prior to final consideration of Award.

Primary items are removal of concrete meter vault and assembly with two manholes and removal of unit priced water main items intended to provide yard-pipe flushing.

**Purpose of Change Order:**

Incorporate value engineering changes to reduce overall project cost.

Basis of Cost:  Actual  Estimated

**Attachments (list supporting documents)**

Contract B - Post Bid Change Table and Magney Construction Alternate Pricing / Value Engineering dated 07/12/17.

**Contract Status**

Original Contract

Time	Cost
11/17/17 & 05/25/18	\$379,069.00
	\$0.00
	(\$90,215.00)
11/17/17 & 05/25/18	\$288,854.00

Net Change Prior C.O.'s 0 to 0

Change this C.O.

Revised Contract

Recommended for Approval: **Short Elliott Hendrickson Inc.** by

Jeff Ledin, Project Engineer

Agreed to by Contractor:

Approved for Owner:

BY Magney Construction, Inc. - Kevin Vranicar

BY Waite Park, Minnesota

Project Manager

TITLE

TITLE

Distribution Contractor 2 Owner 1 Project Representative 1

SEH Office 1

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2017 WELL NO. 6 - CONTRACT B  
 WAITE PARK, MN  
 SEH NO. WAITE140374

7/13/2017

**CONTRACT B - Change Table**

ITEM NO.	ITEM DESCRIPTION	UNIT OF MEASUREMENT	ADJUSTED QUANTITY	ADJUSTED UNIT PRICE	ADJUSTED AMOUNT	Bid Quantity	Bid Unit Price	Bid Amount
<b>STREET</b>								
1	MOBILIZATION	LUMP SUM	1.00	\$30,000.00	\$30,000.00	1.00	30,000.00	\$30,000.00
2	REMOVE WATER MAIN	LIN FT	61.00	\$20.00	\$1,220.00	65.00	20.00	\$1,300.00
3	REMOVE BITUMINOUS PAVEMENT	SQ YD	93.00	\$7.00	\$651.00	148.00	7.00	\$1,036.00
4	REMOVE CONCRETE CURB & GUTTER	LIN FT	0.00	\$5.00	\$0.00	43.00	5.00	\$215.00
5	COMMON EXCAVATION (P)	CU YD	32.00	\$10.00	\$320.00	52.00	10.00	\$520.00
6	CONTAMINATED MATERIAL EXCAVATION	CU YD	10.00	\$50.00	\$500.00	10.00	50.00	\$500.00
7	EXCAVATION SPECIAL (LEAD)	CU YD	10.00	\$120.00	\$1,200.00	10.00	120.00	\$1,200.00
8	EXCAVATION SPECIAL (LEAD & ASBESTOS)	CU YD	10.00	\$135.00	\$1,350.00	10.00	135.00	\$1,350.00
9	HAUL & DISPOSE OF CONTAMINATED MATERIAL (LEAD)	CU YD	10.00	\$150.00	\$1,500.00	10.00	150.00	\$1,500.00
10	HAUL & DISPOSE OF CONTAMINATED MATERIAL (LEAD & ASBESTOS)	HOUR	10.00	\$200.00	\$2,000.00	10.00	200.00	\$2,000.00
11	STREET SWEEPER (WITH PICKUP BROOM)	HOUR	2.00	\$100.00	\$200.00	2.00	100.00	\$200.00
12	TYPE SP 12.5 WEARING COURSE MIX (3,C) 3.5" THICK	SQ YD	93.00	\$75.00	\$6,975.00	148.00	75.00	\$11,100.00
13	4" PVC PIPE SEWER, SCH 40	LIN FT	0.00	\$30.00	\$0.00	15.00	30.00	\$450.00
14	GRAVEL POCKET	LUMP SUM	0.00	\$500.00	\$0.00	1.00	500.00	\$500.00
15	6" CONCRETE PAD	SQ FT	97.00	\$10.00	\$970.00	182.00	10.00	\$1,820.00
16	BOLLARD	EACH	0.00	\$250.00	\$0.00	14.00	250.00	\$3,500.00
17	SILT FENCE, TYPE MS	LIN FT	280.00	\$3.00	\$840.00	330.00	3.00	\$990.00
18	STORM DRAIN INLET PROTECTION	EACH	3.00	\$75.00	\$225.00	3.00	75.00	\$225.00
19	STABILIZED CONSTRUCTION EXIT	EACH	1.00	\$500.00	\$500.00	1.00	500.00	\$500.00
20	TOPSOIL BORROW (LV)	CU YD	97.00	\$25.00	\$2,425.00	103.00	25.00	\$2,575.00
21	TURF ESTABLISHMENT (INCLUDES SEEDING, SEED MIX, FERTILIZER AND HYDRAULIC REINFORCED FIBER MATRIX)	LUMP SUM	1.00	\$1,500.00	\$1,500.00	1.00	1,500.00	\$1,500.00
22	TEMPORARY SEEDING (INCLUDES SEEDING, SEED MIX AND HYDRAULIC MULCH MATRIX)	SQ YD	1,580.00	\$1.50	\$2,370.00	1,660.00	1.50	\$2,490.00
					\$54,746.00			\$65,471.00
<b>WATER MAIN</b>								
23	CONNECT TO EXISTING WATER MAIN	EACH	2.00	\$750.00	\$1,500.00	2.00	750.00	\$1,500.00
24	PLUG EXISTING WATER MAIN TEE	EACH	1.00	\$350.00	\$350.00	1.00	350.00	\$350.00
25	HYDRANT	EACH	1.00	\$4,500.00	\$4,500.00	1.00	4,500.00	\$4,500.00
26	16" WATERMAIN DUCTILE IRON CL 50	LIN FT	0.00	\$90.00	\$0.00	17.00	90.00	\$1,530.00
27	12" WATERMAIN DUCTILE IRON CL 50	LIN FT	108.00	\$75.00	\$8,100.00	152.00	75.00	\$11,400.00
28	8" WATERMAIN DUCTILE IRON CL 52	LIN FT	84.00	\$65.00	\$5,460.00	90.00	65.00	\$5,850.00
29	6" WATERMAIN DUCTILE IRON CL 52	LIN FT	6.00	\$70.00	\$420.00	6.00	70.00	\$420.00
30	16" GATE VALVE AND BOX	EACH	0.00	\$8,500.00	\$0.00	1.00	8,500.00	\$8,500.00
31	12" GATE VALVE AND BOX	EACH	0.00	\$4,500.00	\$0.00	3.00	4,500.00	\$13,500.00
32	8" GATE VALVE AND BOX	EACH	2.00	\$3,500.00	\$7,000.00	3.00	3,500.00	\$10,500.00
33	6" GATE VALVE AND BOX	EACH	1.00	\$3,000.00	\$3,000.00	1.00	3,000.00	\$3,000.00
34	DUCTILE IRON FITTINGS	POUND	513.00	\$4.00	\$2,052.00	2,787.00	4.00	\$11,148.00
					\$32,382.00			\$72,198.00



2017 WELL NO. 6 - CONTRACT B  
 WAITE PARK, MN  
 SEH NO. WAITE140374

7/13/2017

**CONTRACT B - Change Table**

ITEM NO.	ITEM DESCRIPTION	UNIT OF MEASUREMENT	ADJUSTED QUANTITY	ADJUSTED UNIT PRICE	ADJUSTED AMOUNT	Bid Quantity	Bid Unit Price	Bid Amount
<b>ELECTRICAL</b>								
35	ELECTRICAL & CONTROLS	LUMP SUM	1.00	\$143,700.00	\$143,700.00	1.00	146,400.00	\$146,400.00
					\$143,700.00			\$146,400.00
<b>PROCESS</b>								
38	VALVE AND METER VAULT (COMPLETE INCLUDING APPURTENANCES)	LUMP SUM	1.00	\$58,026.00	\$58,026.00	1.00	95,000.00	\$95,000.00
					\$58,026.00			\$95,000.00
<b>SUMMARY</b>								
	STREET SUBTOTAL				\$54,746.00			\$65,471.00
	WATER MAIN SUBTOTAL				\$32,382.00			\$72,198.00
	ELECTRICAL				\$143,700.00			\$146,400.00
	PROCESS				\$58,026.00			\$95,000.00
	<b>SUBTOTAL CONSTRUCTION</b>				<b>\$288,854.00</b>			<b>\$379,069.00</b>

\$90,215.00

M:\UZI\W\WAITE\140374\7-const-svc\173-app-pymt\Contract BICO #1\Contract B - Post Bid w-VE changes for CO#1.xls\Contr B\_Post Bid Adjustments

July 12, 2017

Well No. 6 Water Utilities and Site Improvements  
Waite Park, MN

**RE: Alternate Pricing / Value Engineering (Revision 1)**

Deleted Items:

- Precast Vault
- Vault Hatch
- FRP Ladder
- All Coatings / Painting
- Exterior Vault Insulation
- Vault Lighting
- Vault Heating & Ventilation
- Vault Ductwork
- Vault Damper
- Vault Sump Pump w/ Appurtenant Piping
- Vault Dehumidifier
- Air/Vac Valve
- Pressure Gauge
- Grout within Vault
- Vault Excavation & Backfill
- Gravel Pocket
- Electrical – 120V Meter Valve Vault Components & Wiring
- Electrical – Flood Switch & Position Switches
- Electrical – Disconnect Enclosure

Added Items:

- Excavation & Backfill of Two Manhole Structures
- 48" Manhole
- 60" Manhole
- Two Castings
- Two Additional Pipe Seals
- Two Additional Flange Coupling Adapters
- Electrical – Aluminum Stand
- Electrical – Flow Transmitter and Junction Box Mounted to Stand

**Lump Sum Credit to Add & Delete the above items: \$ 39,174.00**

**Revised Total Base Bid = \$ 339,895.00**



**RE: Request for Alternate Pricing - Waite Park Well 6 Project**  
**Kevin Vranicar** to: Kevin Young  
Cc: Jeff Ledin

07/12/2017 03:36 PM

Hi Kevin,

I forgot that the gravel pocket was a unit price item, so technically my credit should be \$39,174, and the Revised Total Base Bid should be \$339,895.

Will you be issuing revised drawings with the change order?

Thank you,

**Kevin Vranicar**  
**Project Manager**  
**Magney Construction, Inc.**  
**Office: (952) 474-1674 Ext. 302**  
**Mobile: (952) 210-4233**  
[kevin@magneyconstruction.com](mailto:kevin@magneyconstruction.com)

**From:** Kevin Young [mailto:kbyoung@sehinc.com]  
**Sent:** Wednesday, July 12, 2017 12:45 PM  
**To:** Kevin Vranicar <kevin@magneyconstruction.com>  
**Cc:** Jeff Ledin <jledin@sehinc.com>  
**Subject:** RE: Request for Alternate Pricing - Waite Park Well 6 Project

Kevin,

Thank you!

It sounds like you and Jeff have previously talked about changes that will be made to the yard piping to eliminate the pigging stations.

The attached table shows the difference in contract price as a result of the Value Engineering Deduct and eliminating the pigging stations. Our group is in the process of writing up Change Order 1 to reduce the contract price so you can hopefully save some money on bonding.

Let me know if you have any questions. Thanks again for working quickly on this!

Kevin Young, PE  
Operations Specialist I - Water  
SEH  
1200 25th Avenue South, St. Cloud, MN 56302-1717  
320.229.4306 direct  
320.293.2546 cell  
sehinc.com  
Building a Better World for All of Us®



RE: Request for Alternate Pricing - Waite Park Well 6 Project

Kevin Vranicar

to:

Jeff Ledin

07/12/2017 03:49 PM

Cc:

Kevin Young

Hide Details

From: Kevin Vranicar <[kevin@magneyconstruction.com](mailto:kevin@magneyconstruction.com)>

To: Jeff Ledin <[jledin@sehinc.com](mailto:jledin@sehinc.com)>

Cc: Kevin Young <[kbyoung@sehinc.com](mailto:kbyoung@sehinc.com)>

Jeff,

Per our conversation:

Bid Item 35 Electrical & Controls can be changed from \$146,400 to \$143,700

Bid Item 36 Valve & Meter Vault can be changed from \$95,000 to \$58,026

Thank you,

**Kevin Vranicar**

**Project Manager**

**Magney Construction, Inc.**

**Office: (952) 474-1674 Ext. 302**

**Mobile: (952) 210-4233**

**[kevin@magneyconstruction.com](mailto:kevin@magneyconstruction.com)**

**From:** Kevin Vranicar

**Sent:** Wednesday, July 12, 2017 3:37 PM

**To:** 'Kevin Young' <[kbyoung@sehinc.com](mailto:kbyoung@sehinc.com)>

**Cc:** Jeff Ledin <[jledin@sehinc.com](mailto:jledin@sehinc.com)>

**Subject:** RE: Request for Alternate Pricing - Waite Park Well 6 Project

Hi Kevin,

I forgot that the gravel pocket was a unit price item, so technically my credit should be \$39,174, and the Revised Total Base Bid should be \$339,895.

Will you be issuing revised drawings with the change order?

Thank you,

**Kevin Vranicar**

**Project Manager**

**Magney Construction, Inc.**

**Office: (952) 474-1674 Ext. 302**

**Mobile: (952) 210-4233**

**[kevin@magneyconstruction.com](mailto:kevin@magneyconstruction.com)**

**From:** Kevin Young [<mailto:kbyoung@sehinc.com>]

**Sent:** Wednesday, July 12, 2017 12:45 PM

**To:** Kevin Vranicar <[kevin@magneyconstruction.com](mailto:kevin@magneyconstruction.com)>

**Cc:** Jeff Ledin <[jledin@sehinc.com](mailto:jledin@sehinc.com)>

**Subject:** RE: Request for Alternate Pricing - Waite Park Well 6 Project

Kevin,

Thank you!

**Agenda Item No. 4**

Issue: Award 2017 Cloud Park and 6<sup>th</sup> Avenue Improvement Project

---

**BACKGROUND:**

See the attached Bid Tabulation and Letter of Award Recommendation. There were two Alternates that were bid as part of this project. Alternate 1 was to edge mill and pave the block of 6<sup>th</sup> Avenue from Division Street to First Street South (adjacent to the new hotels), Alternate 2 was to reclaim (grind up) the pavement on Old TH 23 east of Bel Clair Drive. After discussion with Public Works staff, our recommendation is to accept Alternate 2, and not Alternate 1. In addition, Public Works is recommending that a bituminous surface be added to the Old TH 23 segment of the project. Depending on the thickness, this would add between \$66,000 and \$88,000 to the project cost. Either alternate still keeps us within the budgeted CIP improvements. We will bring a Change Order for this work at a future meeting.

**REQUIRED ACTION:**

Award the 2017 Cloud Park and 6<sup>th</sup> Avenue Improvement Project.

**RECOMMENDED ACTION:**

Award the 2017 Cloud Park and 6<sup>th</sup> Avenue Improvement project, Base Bid plus Alternate 2 to Hardrives, Inc in the amount of \$342,816.64

**SUGGESTED MOTION:**

Council member \_\_\_\_\_ moved to award the 2017 Cloud Park and 6<sup>th</sup> Avenue Improvement project, Base Bid plus Alternate 2 to Hardrives, Inc in the amount of \$342,816.6 as presented OR with the following revisions/corrections/additions:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Council member \_\_\_\_\_ seconded the motion.

**ROLL CALL**

- Councilmember Charles Schneider \_\_\_\_\_
- Councilmember Vic Schulz \_\_\_\_\_
- Councilmember Mike Linquist \_\_\_\_\_
- Councilmember Frank Theisen \_\_\_\_\_
- Mayor Richard E. Miller \_\_\_\_\_

Motion (Approved) (Denied)



Building a Better World  
for All of Us®

July 12, 2017

RE: Waite Park, Minnesota  
2017 Cloud Park and 6<sup>th</sup> Avenue Overlay  
Improvements  
SEH No. WAITE 141685 14.00

Honorable Mayor and City Council  
c/o Shaunna Johnson, City Administrator  
City of Waite Park  
19 13th Avenue North  
PO Box 339  
Waite Park, MN 56387-0339

Dear Mayor and Members of the City Council:

Bids were opened in the City Hall at 10:00 a.m. on Friday, July 7, 2017, for the above-referenced improvement. The low Base Bid Plus any Alternative or combination of Alternatives was submitted by Hardrives, Inc. of Rogers, Minnesota. A complete tabulation of bids is enclosed.

Base Bid	\$327,681.84
Alternate 1 – Improvements to 6 <sup>th</sup> Ave S between Division St & First St S	\$45,355.70
Alternate 2 – Improvements to Old Highway Road North	\$15,134.80
Base Bid Plus Alternate 1	\$373,037.54
Base Bid Plus Alternate 2	\$342,816.64
Base Bid Plus Alternates 1 and 2	\$388,172.34

After meeting with Public Works regarding the Alternates, we recommend award of the Base Bid plus Alternate 2 in the amount of \$342,816.64.

Please contact me if you have any questions.

Sincerely,

Terry Wotzka, PE  
City Engineer

djg

Enclosure

c: Bill Schluenz, City of Waite Park (w/enclosure)  
Jon Halter, SEH (w/enclosure)

p:\uzw\waite\141685\1-gen\14-corr\owner recommendation -071217 draft.docx

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 1200 25th Avenue South, P.O. Box 1717, St. Cloud, MN 56302-1717  
SEH is 100% employee-owned | sehInc.com | 320.229.4300 | 800.572.0617 | 888.908.8166 fax



## TABULATION OF BIDS

PROJECT NO.: WAITE 141685  
 NAME: 2017 CLOUD PARK AND 6TH AVENUE OVERLAY IMPROVEMENTS  
 OWNER: WAITE PARK, MN  
 BID DATE: 10:00 A.M., FRIDAY, 07/07/17

ITEM	QUANTITY	UNIT	DESCRIPTION	ENGINEER'S ESTIMATE		<sup>1</sup> HARDRIVES		<sup>2</sup> KNIFE RIVER	
				UNIT COST	TOTAL	UNIT COST	TOTAL	UNIT COST	TOTAL
<b>BASE BID</b>									
1	1.00	LUMP SUM	MOBILIZATION	\$13,000.00	\$13,000.00	\$4,002.29	\$4,002.29	\$8,500.00	\$8,500.00
2	1.00	LUMP SUM	TRAFFIC CONTROL	\$13,000.00	\$13,000.00	\$1,928.70	\$1,928.70	\$5,000.00	\$5,000.00
3	6.00	EACH	(NMC) LOOP DETECTOR 6'X6'	\$1,200.00	\$7,200.00	\$973.99	\$5,843.94	\$1,000.00	\$6,000.00
4	21.00	EACH	ADJUST MANHOLE CASTING	\$300.00	\$6,300.00	\$265.43	\$5,574.03	\$700.00	\$14,700.00
5	12.00	EACH	ADJUST GATE VALVE BOX	\$250.00	\$3,000.00	\$202.85	\$2,434.20	\$350.00	\$4,200.00
6	8.00	EACH	REPLACE GATE VALVE BOX	\$600.00	\$4,800.00	\$274.47	\$2,195.76	\$800.00	\$6,400.00
7	1.00	EACH	SALVAGE AND INSTALL SIGN	\$200.00	\$200.00	\$178.95	\$178.95	\$100.00	\$100.00
8	14,571.00	SQ YD	MILL BITUMINOUS SURFACE (3.5")	\$2.50	\$36,427.50	\$1.09	\$15,882.39	\$2.20	\$32,056.20
9	2,529.00	SQ YD	MILL BITUMINOUS SURFACE (4.0")	\$2.80	\$7,081.20	\$1.41	\$3,565.89	\$2.30	\$5,816.70
10	377.00	LIN FT	SAWCUT BITUMINOUS	\$4.00	\$1,508.00	\$2.14	\$806.78	\$2.00	\$754.00
11	48.00	LIN FT	SAWCUT CONCRETE	\$6.00	\$288.00	\$5.36	\$257.28	\$5.00	\$240.00
12	63.00	SQ YD	REMOVE CONCRETE PAVEMENT	\$30.00	\$1,890.00	\$15.81	\$996.03	\$4.00	\$252.00
13	867.00	LIN FT	REMOVE CONCRETE CURB AND GUTTER	\$5.00	\$4,335.00	\$4.60	\$3,988.20	\$6.00	\$5,202.00
14	867.00	LIN FT	B618 CONCRETE CURB AND GUTTER	\$25.00	\$21,675.00	\$20.63	\$17,886.21	\$27.00	\$23,409.00
15	32.00	LIN FT	V6 CONCRETE CURB	\$20.00	\$640.00	\$38.57	\$1,234.24	\$25.00	\$800.00
16	273.00	SQ FT	4" CONCRETE WALK W/ 4" GRANULAR BEDDING	\$5.00	\$1,365.00	\$14.53	\$3,966.69	\$8.00	\$2,184.00
17	218.00	SQ FT	6" CONCRETE WALK W/ 4" GRANULAR BEDDING	\$8.50	\$1,853.00	\$16.42	\$3,579.56	\$16.00	\$3,488.00
18	70.00	SQ FT	8" CONCRETE DRIVEWAY W/ 6" CLASS 5	\$30.00	\$2,100.00	\$23.59	\$1,651.30	\$18.00	\$1,260.00
19	24.00	SQ FT	TRUNCATED DOMES	\$50.00	\$1,200.00	\$85.72	\$2,057.28	\$45.00	\$1,080.00
20	1.00	LUMP SUM	AGGREGATE BASE PREPARATION	\$5,000.00	\$5,000.00	\$10,838.07	\$10,838.07	\$11,000.00	\$11,000.00
21	1,629.00	TON	TYPE SP 9.5 WEARING COURSE MIXTURE	\$65.00	\$105,885.00	\$65.12	\$106,080.48	\$59.50	\$96,925.50
22	2,069.00	TON	TYPE SP 12.5 NON WEARING COURSE MIXTURE	\$60.00	\$124,140.00	\$57.48	\$118,926.12	\$52.50	\$108,622.50
23	860.00	GAL	BITUMINOUS MATERIAL FOR TACK COAT	\$3.00	\$2,580.00	\$1.80	\$1,548.00	\$0.01	\$8.60
24	50.00	SQ YD	FULL DEPTH STREET RESTORATION	\$40.00	\$2,000.00	\$72.00	\$3,600.00	\$55.00	\$2,750.00
25	1.00	LUMP SUM	SEEDING W/ FLEXTERRA	\$1,000.00	\$1,000.00	\$2,410.87	\$2,410.87	\$2,000.00	\$2,000.00
26	3.00	CU YD	SCREENED TOPSOIL BORROW	\$30.00	\$90.00	\$295.40	\$886.20	\$75.00	\$225.00
27	165.00	LIN FT	4" SOLID LINE WHITE - EPOXY	\$0.40	\$66.00	\$1.65	\$272.25	\$1.55	\$255.75
28	140.00	LIN FT	4" BROKEN LINE WHITE - EPOXY	\$0.40	\$56.00	\$1.65	\$231.00	\$1.55	\$217.00
29	42.00	LIN FT	24" STOP LINE WHITE - EPOXY	\$8.00	\$336.00	\$18.22	\$765.24	\$17.00	\$714.00
30	444.00	LIN FT	4" DOUBLE SOLID LINE YELLOW - EPOXY	\$0.60	\$266.40	\$3.29	\$1,460.76	\$3.10	\$1,376.40
31	288.00	SQ FT	ZEBRA CROSSWALK WHITE - EPOXY	\$6.00	\$1,728.00	\$7.45	\$2,145.60	\$7.00	\$2,016.00
32	1.00	EACH	PAVEMENT MESSAGE (THRU/RIGHT ARROW) - EPOXY	\$300.00	\$300.00	\$267.87	\$267.87	\$205.00	\$205.00
33	1.00	EACH	PAVEMENT MESSAGE (LEFT ARROW) - EPOXY	\$300.00	\$300.00	\$219.66	\$219.66	\$205.00	\$205.00
<b>TOTAL BASE BID</b>					<b>\$371,610.10</b>		<b>\$327,681.84</b>		<b>\$347,822.65</b>



### TABULATION OF BIDS

PROJECT NO.: WAITE 141685  
 NAME: 2017 CLOUD PARK AND 6TH AVENUE OVERLAY IMPROVEMENTS  
 OWNER: WAITE PARK, MN  
 BID DATE: 10:00 A.M., FRIDAY, 07/07/17

ITEM	QUANTITY	UNIT	DESCRIPTION	ENGINEER'S ESTIMATE		1 HARDRIVES		2 KNIFE RIVER	
				UNIT COST	TOTAL	UNIT COST	TOTAL	UNIT COST	TOTAL
<b>ALTERNATE 1 - IMPROVEMENTS TO 6TH AVENUE SOUTH BETWEEN DIVISION STREET AND FIRST STREET SOUTH</b>									
34	1.00	LUMP SUM	MOBILIZATION	\$7,000.00	\$7,000.00	\$2,638.27	\$2,638.27	\$3,500.00	\$3,500.00
35	1.00	LUMP SUM	TRAFFIC CONTROL	\$7,000.00	\$7,000.00	\$107.15	\$107.15	\$1,500.00	\$1,500.00
36	4.00	EACH	ADJUST MANHOLE CASTING	\$300.00	\$1,200.00	\$212.91	\$851.64	\$550.00	\$2,200.00
37	4.00	EACH	ADJUST GATE VALVE BOX	\$250.00	\$1,000.00	\$196.24	\$784.96	\$250.00	\$1,000.00
38	1,348.00	SQ YD	8 FOOT EDGE MILL	\$2.50	\$3,370.00	\$1.90	\$2,561.20	\$1.55	\$2,089.40
39	170.00	LIN FT	SAWCUT BITUMINOUS	\$4.00	\$680.00	\$2.14	\$363.80	\$2.00	\$340.00
40	6.00	LIN FT	SAWCUT CONCRETE	\$6.00	\$36.00	\$5.36	\$32.16	\$5.00	\$30.00
41	20.00	LIN FT	PAVEMENT MARKING REMOVAL	\$3.00	\$60.00	\$1.07	\$21.40	\$10.00	\$200.00
42	2.00	SQ YD	REMOVE CONCRETE PAVEMENT	\$30.00	\$60.00	\$33.70	\$67.40	\$50.00	\$100.00
43	67.00	LIN FT	REMOVE CONCRETE CURB AND GUTTER	\$5.00	\$335.00	\$6.74	\$451.58	\$9.00	\$603.00
44	67.00	LIN FT	B618 CONCRETE CURB AND GUTTER	\$25.00	\$1,675.00	\$27.86	\$1,866.62	\$45.00	\$3,015.00
45	14.00	LIN FT	V6 CONCRETE CURB	\$20.00	\$280.00	\$38.57	\$539.98	\$20.00	\$280.00
46	131.00	SQ FT	6" CONCRETE WALK W/ 4" GRANULAR BEDDING	\$8.50	\$1,113.50	\$16.09	\$2,107.79	\$16.00	\$2,096.00
47	8.00	SQ FT	TRUNCATED DOMES	\$50.00	\$400.00	\$85.72	\$685.76	\$45.00	\$360.00
48	410.00	TON	TYPE SP 9.5 WEARING COURSE MIXTURE	\$65.00	\$26,650.00	\$65.63	\$26,908.30	\$67.00	\$27,470.00
49	170.00	GAL	BITUMINOUS MATERIAL FOR TACK COAT	\$3.00	\$510.00	\$2.18	\$370.60	\$0.01	\$1.70
50	4.00	CU YD	SCREENED TOPSOIL BORROW	\$30.00	\$120.00	\$224.33	\$897.32	\$75.00	\$300.00
51	138.00	LIN FT	4" SOLID LINE WHITE - EPOXY	\$0.40	\$55.20	\$1.22	\$168.36	\$1.15	\$158.70
52	42.00	LIN FT	24" STOP LINE WHITE - EPOXY	\$8.00	\$336.00	\$9.75	\$409.50	\$9.10	\$382.20
53	554.00	LIN FT	4" DOUBLE SOLID LINE YELLOW - EPOXY	\$0.60	\$332.40	\$2.44	\$1,351.76	\$2.30	\$1,274.20
54	74.00	LIN FT	24" SOLID LINE YELLOW - EPOXY	\$8.00	\$592.00	\$9.75	\$721.50	\$9.10	\$673.40
55	126.00	SQ FT	ZEBRA CROSSWALK WHITE - EPOXY	\$6.00	\$756.00	\$6.48	\$816.48	\$6.05	\$762.30
56	1.00	EACH	PAVEMENT MESSAGE (RIGHT ARROW) - EPOXY	\$300.00	\$300.00	\$182.15	\$182.15	\$170.00	\$170.00
57	1.00	EACH	PAVEMENT MESSAGE (THRU/LEFT ARROW) - EPOXY	\$300.00	\$300.00	\$267.87	\$267.87	\$250.00	\$250.00
58	1.00	EACH	PAVEMENT MESSAGE (LEFT ARROW) - EPOXY	\$300.00	\$300.00	\$182.15	\$182.15	\$170.00	\$170.00
<b>TOTAL ALTERNATE 1</b>					<b>\$54,461.10</b>		<b>\$45,355.70</b>		<b>\$48,925.90</b>
<b>ALTERNATE 2 - IMPROVEMENTS TO OLD IGHWAY ROAD NORTH</b>									
59	6,280.00	SQ YD	8" PAVEMENT RECLAMATION	\$3.00	\$18,840.00	\$2.41	\$15,134.80	\$1.70	\$10,676.00
<b>TOTAL ALTERNATE 2</b>					<b>\$18,840.00</b>		<b>\$15,134.80</b>		<b>\$10,676.00</b>
<b>SUMMARY</b>									
<b>TOTAL BASE BID</b>					<b>\$371,610.10</b>		<b>\$327,681.84</b>		<b>\$347,822.65</b>
<b>TOTAL ALTERNATE 1</b>					<b>\$54,461.10</b>		<b>\$45,355.70</b>		<b>\$48,925.90</b>
<b>TOTAL ALTERNATE 2</b>					<b>\$18,840.00</b>		<b>\$15,134.80</b>		<b>\$10,676.00</b>
<b>TOTAL BASE BID PLUS ALTERNATE 1</b>					<b>\$426,071.20</b>		<b>\$373,037.54</b>		<b>\$396,748.55</b>
<b>TOTAL BASE BID PLUS ALTERNATE 2</b>					<b>\$390,450.10</b>		<b>\$342,816.64</b>		<b>\$358,498.65</b>
<b>TOTAL BASE BID PLUS ALTERNATES 1 AND 2</b>					<b>\$444,911.20</b>		<b>\$388,172.34</b>		<b>\$407,424.55</b>

P:\UZWW\WAITE\1416856-bid-const\Bidding\Bid Tabulation.xlsx\BIDTAB

**Agenda Item No. 5**

**Issue:** Implementation of Body Worn Camera System

**BACKGROUND**

The City of Waite Park has been considering the body worn camera system for the Police Department. The City has held the necessary public input sessions required prior to implementation, as well as for policy considerations. Staff has received the attached updated information from Axon Enterprise that details the cost of implementation including the annual cost for the next 5 years. The cost to implement cameras this year will be \$18,711.00.

Enclosed is also the draft Portable Recording Systems policy. The City Council is not required to approve this policy at this Council meeting. Staff has provided it to you so that you can see how the implementation of body worn cameras is proposed to be handled per policy. If the council chooses to move forward with implementation, staff will order the cameras and will work with Axon on how the cameras will work. We will then make any modifications to the policy that may be needed once we get a better understanding of the operation of the camera system. The plan would then be to finalize the policy after we get the cameras but before cameras are implemented to department personnel.

**REQUIRED ACTION**

Approve Or Deny the implementation of the body worn camera system as presented.

**STAFF RECOMMENDATION**

All necessary statutory requirements have been met for the City to consider the implementation of body worn cameras. The Council will need to determine if they would like to move forward as this is a policy decision.

**SUGGESTED MOTION**

Councilmember \_\_\_\_\_ moved to approve or deny the implementation of the body worn camera system as presented OR with the following considerations: \_\_\_\_\_

\_\_\_\_\_

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)

DRAFT

Policy  
**423**

Waite Park Police Department

Policy Manual

## Portable Recording Systems

### 423.1 PURPOSE

Waite Park

The primary purpose of using Waite Park Police Department-issued portable recording systems worn by Waite Park Police Department peace officers is to capture evidence arising from police-citizen encounters. This policy sets forth guidelines governing the use of portable recording systems and administering the data that results. Compliance with these guidelines is mandatory, but it is recognized that Waite Park Police Department peace officers must also attend to other primary duties and the safety of all concerned and are often forced to make split-second judgments, sometimes in circumstances that are tense, uncertain and rapidly evolving. As indicated, this policy governs the use of portable recording systems in the course of official duties.

### 423.2 POLICY

Best Practice

MODIFIED

The Waite Park Police Department may provide Waite Park Police Department peace officers with portable recording systems for use during the performance of their duties. The use of portable recording systems is intended to enhance the mission by accurately capturing contacts between Waite Park Police Department peace officers and the public. It is the policy to authorize and require the use of department-issued portable recording systems as set forth below, and to administer portable recording system data as provided by law. The authority to establish this policy is created by Waite Park Code of Ordinances, 26.2 (D).

### 423.3 SCOPE

State

MODIFIED

This policy governs the use of portable recording systems by Waite Park Police Department peace officers while in the performance of their duties consistent with Minn. Stat. § 626.8473.

This policy does not apply to mobile audio or video recordings made by devices not worn by Waite Park Police Department peace officers, such as, in-squad cameras, wiretaps, or concealed listening devices unless captured by a portable recording system. The Chief of Police or Chief of Police's designee may supersede this policy by providing specific instructions for portable recording system's use to individual Waite Park Police Department peace officers, or providing specific instructions pertaining to particular events or classes of events, including but not limited to political rallies and demonstrations. The Chief of Police or designee may also provide specific instructions or standard operating procedures for portable recording system's use to Waite Park Police Department peace officers assigned to specialized details, such as

# Waite Park Police Department

## Policy Manual

### *Portable Recording*

carrying out duties in courts or guarding prisoners or patients in hospitals or mental health facilities.

#### 423.4 DEFINITIONS

State MODIFIED

The following phrases have special meanings as used in this policy:

- (a) **Portable recording system** means a device issued by the Waite Park Police Department worn by a Waite Park Police Department peace officer that is capable of both video and audio recording of the Waite Park Police Department peace officer's activities and interactions with others or collecting digital multimedia evidence as part of an investigation and as provided in Minn. Stat. § 13.825.
- (b) **MGDPA or Data Practices Act** means the Minnesota Government Data Practices Act, Minn. Stat. § 13.01, et seq.
- (c) **Records Retention Schedule** means the General Records Retention Schedule for Minnesota Cities.
- (d) **Law enforcement-related information** means information captured or available for capture by use of a portable recording system that has evidentiary value because it documents events with respect to a stop, arrest, search, citation, or charging decision.
- (e) **Evidentiary value** means information that may be useful as proof in a criminal prosecution, related civil or administrative proceeding, further investigation of an actual or suspected criminal act, or in considering an allegation against a law enforcement Waite Park Police Department or officer.
- (f) **General citizen contact** means an informal encounter with a citizen that is not and does not become law enforcement-related or adversarial, and a recording of the event would not yield information relevant to an ongoing investigation. Examples include, but are not limited to, assisting a motorist with directions, summoning a wrecker, or receiving generalized concerns from a citizen about crime trends in his or her neighborhood.
- (g) **Adversarial** means a law enforcement encounter with a person that becomes confrontational, during which at least one person expresses anger, resentment, or hostility toward the other, or at least one person directs toward the other verbal conduct consisting of arguing, threatening, challenging, swearing, yelling, or shouting. Encounters in which a citizen demands to be recorded or initiates recording on his or her own are deemed adversarial.
- (h) **Unintentionally recorded footage** means a video recording that results from a Waite Park Police Department officer's inadvertence or neglect in operating the officer's portable recording system, provided that no portion of the resulting recording has evidentiary value. Examples of unintentionally recorded footage include, but are not limited to, recordings made in station house locker rooms, restrooms, and recordings made while Waite Park Police Department peace officers were engaged in conversations of a

# Waite Park Police Department

## Policy Manual

### *Portable Recording*

nonmeansbusiness, personal nature with the expectation that the conversation was not being recorded.

- (i) **Official duties** means authorized law enforcement services performed by a Waite Park Police Department peace officer on behalf of Waite Park Police Department while the peace officer is on duty for the Waite Park Police Department

#### 423.5 COORDINATOR

The Chief of Police or the authorized designee should designate a coordinator responsible for complying with the following certain legal requirements of portable recording systems under Minn. Stat. §§ 13.825 and 626.8473

- (a) Establishing an inventory of portable recording systems including:
1. Total number of devices owned or maintained by the Waite Park Police Department.
  2. Daily record of the total number deployed and used by Waite Park Police Department peace officers and, if applicable, the precinct or district in which the devices were used.
  3. Total amount of recorded audio and video data collected by the devices and maintained by the Waite Park Police Department.
- (b) Preparing the biennial audit required by Minn. Stat. § 13.825, Subd. 9.
- (c) Notifying the Bureau of Criminal Apprehension (BCA) in a timely manner when new equipment is obtained by the Waite Park Police Department that expands the type or scope of surveillance capabilities of the department's portable recording systems
- (d) Retaining this policy, together with the Records Retention Schedule.

#### 423.6 WAITE PARK POLICE DEPARTMENT PEACE OFFICER NO PRIVACY EXPECTATION

##### Best Practice

All recordings made by Waite Park Police Department peace officers on any portable recording system at any time or while acting in an official capacity shall remain the property of the Waite Park Police Department and Waite Park Police Department peace officers shall have no expectation of privacy or ownership interest in the content of these recordings.

#### 423.7 USE AND DOCUMENTATION

##### Waite Park

- (a) Waite Park Police Department peace officers may use only department-issued portable recording systems in the performance of official duties for the Waite Park Police Department or when otherwise performing authorized law enforcement services as an employee of Waite Park.
- (b) Waite Park Police Department peace officers who have been issued portable recording systems shall operate and use them consistent with this policy. Waite Park Police Department officers shall conduct a function test of their issued portable recording systems at the beginning of each shift to make sure the devices are operating properly. Waite Park Police Department peace officers noting a malfunction during testing or at any other time shall promptly report the malfunction to the Waite Park Police Department peace officers supervisor and shall document the report in writing. Supervisors shall take prompt

# Waite Park Police Department

## Policy Manual

### *Portable Recording*

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action to address malfunctions and document the steps taken in writing.

- (c) Waite Park Police Department peace officers should wear their issued portable recording systems at the location on their body and in the manner specified in training.
- (d) Waite Park Police Department peace officers must document portable recording system use and non-use as follows:
  - 1. Whenever an officer makes a recording, the existence of the recording shall be documented in an incident report, in CAD comments or other documentation of the event.
  - 2. Whenever an officer fails to record an activity that is required to be recorded under this policy or captures only a part of the activity, the officer must document the circumstances and reasons for not recording in an incident report, in CAD comments or other documentation of the event. Supervisors shall review these reports and initiate any corrective action deemed necessary.

## **423.8 RECORDING**

### **Best Practice**

This policy is not intended to describe every possible situation in which the recording system should be used, although there are many situations where its use is appropriate. Waite Park Police Department peace officers should activate the recording system any time the Waite Park Police Department peace officer believes it would be appropriate or valuable to record an incident.

### **423.8.1 Mandatory Recording**

The recording system must be activated when a Waite Park Police Department peace officer anticipates that they will be involved in, become involved in, or witness other Waite Park Police Department peace officers involved in:

- (a) A pursuit
- (b) *Terry* stop of a motorist or pedestrian
- (c) Search
- (d) Seizure
- (e) Arrest
- (f) Use of force
- (g) Adversarial contact
- (h) The transportation and the physical transfer of persons in their custody to hospitals, detox and mental health care facilities, juvenile detention centers, and jails
- (i) Other activities likely to yield information having evidentiary value.

However, Waite Park Police Department peace officers need not activate the recording when it would be unsafe, impossible, or impractical to do so, but such instances of not recording when otherwise required must be documented as specified in the Use and Documentation guidelines, 423.7(d) above.

# Waite Park Police Department

## Policy Manual

### *Portable Recording*

Waite Park Police Department peace officers have no affirmative duty to inform people that a portable recording system is being operated or that the individuals are being recorded.

#### **423.8.2 Discretionary Recording**

Waite Park Police Department peace officers have discretion to record or not record general citizen contacts which are not otherwise mandatory as specified in 423.8.1. In exercising this discretion, Waite Park Police Department peace officers should give substantial consideration to requests by citizens to stop recording.

Waite Park Police Department peace officers need not record persons being provided medical care unless there is reason to believe the recording would document information having evidentiary value. When responding to an apparent mental health crisis or event, BWCs shall be activated as necessary to document any use of force and the basis for it, and any other information having evidentiary value, but need not be activated when doing so would serve only to record symptoms or behaviors believed to be attributable to the mental health issue.

#### **423.8.3 Cessation of Recording**

##### **Best Practice**

Once activated, the portable recording system should remain on continuously until the Waite Park Police Department peace officer reasonably believes that his/her direct participation in the incident is complete or the situation no longer fits the criteria for mandatory recording.

Recording may be stopped during significant periods of inactivity such as report writing or other breaks from direct participation in the incident.

The officer having charge of a scene shall likewise direct the discontinuance of recording when further recording is unlikely to capture additional information having evidentiary value.

If the recording is discontinued while an investigation, response, or incident is ongoing, officers shall state the reasons for ceasing the recording on portable recording system before deactivating their portable recording system. If circumstances change, officers shall reactivate their portable recording systems as required by this policy to capture information having evidentiary value.

Officers shall not intentionally block the portable recording system's audio or visual recording functionality to defeat the purposes of this policy.

#### **423.8.4. EXPLOSIVE DEVICE**

##### **Best Practice**

Many portable recording systems, including body-worn portable recording systems and audio/video transmitters, emit radio waves that could trigger an explosive device. Therefore, these devices should not be used where an explosive device may be present.

#### **423.9 PROHIBITED USE OF RECORDING SYSTEMS**

##### **Best Practice** **MODIFIED**

Waite Park Police Department peace officers are prohibited from using Waite Park Police

# Waite Park Police Department

## Policy Manual

### *Portable Recording*

Department-issued portable recording systems for personal use and are prohibited from making personal copies of recordings created while on-duty or while acting in their official capacity.

Waite Park Police Department peace officers shall not duplicate or distribute such recordings, except for authorized legitimate department business purposes. All such recordings shall be retained at the Waite Park Police Department.

Recordings shall not be used by any Waite Park Police Department peace officer for the purpose of embarrassment, harassment or ridicule.

The portable recording system should not be activated in

- (a) any court of law, unless authorized by a judge or the officer anticipates witnessing a criminal event or being involved in or witnessing an adversarial encounter or use-of-force incident consistent with Minn. Gen. R. P. 4.
- (b) Hospitals, detox and mental health care facilities, juvenile detention centers, and jails unless the officer anticipates witnessing a criminal event or being involved in or witnessing an adversarial encounter or use-of-force incident.

#### **423.10**

#### **DOWNLOADING AND LABELING DATA**

Waite Park

- (a) Each officer using a portable recording system is responsible for transferring or assuring the proper transfer of the data from his or her portable recording system to the storage server used by the department by the end of that officer's shift. However, if the officer is involved in a shooting, in-custody death, or other law enforcement activity resulting in death or great bodily harm, a supervisor or investigator shall take custody of the officer's portable recording system and assume responsibility for transferring the data from it.
- (b) Waite Park Police Department peace officers shall label the portable recording system data files at the time of video capture or transfer to storage, and should consult with a supervisor if in doubt as to the appropriate labeling. Waite Park Police Department peace officers should assign as many of the following labels as are applicable to each file:
  - 1. Evidence—criminal: The information has evidentiary value with respect to an actual or suspected criminal incident or charging decision.
  - 2. Evidence—force: Whether or not enforcement action was taken or an arrest resulted, the event involved the application of force by a law enforcement officer of this or another Waite Park Police Department.
  - 3. Evidence—property: Whether or not enforcement action was taken or an arrest resulted, an officer seized property from an individual or directed an individual to dispossess property.
  - 4. Evidence—administrative: The incident involved an adversarial encounter.
  - 5. Evidence—other: The recording has potential evidentiary value for reasons identified by the officer at the time of labeling.
  - 6. Training: The event was such that it may have value for training.
  - 7. Not evidence: The recording does not contain any of the foregoing categories of

# Waite Park Police Department

## Policy Manual

### *Portable Recording*

information and has no apparent evidentiary value. Recordings of general citizen contacts are not evidence.

- (c) In addition, Waite Park Police Department peace officers shall flag each file as appropriate to indicate that it contains information about data subjects who may have rights under the MGDPA limiting public disclosure of information about them. These individuals include:
1. Victims and alleged victims of criminal sexual conduct and sex trafficking.
  2. Victims of child abuse or neglect.
  3. Vulnerable adults who are victims of maltreatment.
  4. Undercover Waite Park Police Department peace officers.
  5. Informants.
  6. When the video is clearly offensive to common sensitivities.
  7. Victims of and witnesses to crimes, if the victim or witness has requested not to be identified publicly.
  8. Individuals who called 911, and services subscribers whose lines were used to place a call to the 911 system.
  9. Mandated reporters.
  10. Juvenile witnesses, if the nature of the event or activity justifies protecting the identity of the witness.
  11. Juveniles who are or may be delinquent or engaged in criminal acts.
  12. Individuals who make complaints about violations with respect to the use of real property.
  13. Waite Park Police Department peace officers and employees who are the subject of a complaint related to the events captured on video.
  14. Other individuals whose identities the officer believes may be legally protected from public disclosure.
- (d) Labeling and flagging designations may be corrected or amended based on additional information.

## **423.11 DATA ADMINISTRATION**

### **423.11.1 Data Retention**

Waite Park

- (a) Portable recording system data shall be retained for a minimum period of one year or 365 days. There are no exceptions for erroneously recorded or non-evidentiary data.
- (b) Data documenting the discharge of a firearm by a peace officer in the course of duty, other than for training or the killing of an animal that is sick, injured, or dangerous, must be maintained for a minimum period of seven years.
- (c) Certain kinds of portable recording system data must be retained for seven years:
1. Data that documents the use of deadly force by a peace officer, or force of a sufficient type or degree to require a use of force report or supervisory review.
  2. Data documenting circumstances that have given rise to a formal complaint against an officer.

# Waite Park Police Department

## Policy Manual

### *Portable Recording*

- (d) Other data having evidentiary value shall be retained for the period specified in the Records Retention Schedule. When a particular recording is subject to multiple retention periods, it shall be maintained for the longest applicable period.
- (e) Subject to (f) (below), all other portable recording system footage that is classified as non-evidentiary becomes classified as non-evidentiary, or is not maintained for training shall be destroyed after one year or 365 days.
- (f) Upon written request by a portable recording system data subject, the Waite Park Police Department shall retain a recording pertaining to that subject for an additional time period requested by the subject of up to 180 days. The Waite Park Police Department will notify the requestor at the time of the request that the data will then be destroyed unless a new written request is received.
- (g) The department shall maintain an inventory of portable recording system recordings having evidentiary value.
- (h) The department will post this policy, together with a link to its Records Retention Schedule, on its website.

#### **423.11.2 Data Security Safeguards**

Waite Park

- (a) Any technology vendor that supports the department portable recording system program must be successfully screened by the Minnesota Bureau of Criminal Apprehension (BCA) and be in compliance with the FBI's Criminal Justice Information System (CJIS) security policy program and the BCA security policy.
- (b) Access to portable recording system data from city or personally owned and approved devices shall be managed in accordance with established city policy.
- (c) Waite Park Police Department peace officers shall not intentionally edit, alter, or erase any portable recording system recording unless otherwise expressly authorized by the Chief of Police or the Chief of Police's designee.
- (d) As required by Minn. Stat. §13.825, subd. 9 as may be amended from time to time, this Waite Park Police Department shall obtain an independent biennial audit of its portable recording system program.

#### **423.11.3 Administering Access To Portable Recording System Data:**

Waite Park

- (a) Data Subjects. Under Minnesota law, the following are considered data subjects for purposes of administering access to portable recording system data:
  - 1. Any person or entity whose image or voice is documented in the data.
  - 2. The officer who collected the data.
  - 3. Any other officer whose voice or image is documented in the data, regardless of whether that officer is or can be identified by the recording.
- (b) Portable recording system data is presumptively private. Portable recording system recordings are classified as private data about the data subjects unless there is a specific law that provides differently. As a result:
  - 1. Portable recording system data pertaining to the people is presumed private, as is portable recording system data pertaining to businesses or other entities.

# Waite Park Police Department

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### *Portable Recording*

2. Some portable recording system data is classified as confidential (see (c) below).
  3. Some portable recording system data is classified as public (See (d) below).
- (c) Confidential data. Portable recording system data that is collected or created as part of an active criminal investigation is confidential. This classification takes precedence over the "private" classification listed above and the "public" classifications listed below.
- (d) Public data. The following portable recording system data is public:
1. Data documenting the discharge of a firearm by a peace officer in course of duty, other than for training or the killing of an animal that is sick, injured, or dangerous.
  2. Data that documents the use of force by a peace Waite Park Police Department peace officers that results in substantial bodily harm.
  3. Data that a data subject requests to be made accessible to the public, subject to redaction. Data on any data subject (other than a peace officer) who has not consented to the public release must be redacted if practicable. In addition, any data on undercover Waite Park Police Department peace officers must be redacted.
  4. Data that documents the final disposition of a disciplinary action against a public employee. However, if another provision of the Data Practices Act classifies data as private or otherwise not public, the data retains that other classification. However, if another provision of the Data Practices Act classifies data as private or otherwise not public, the data retains that other classification. For instance, data that reveals protected identities under Minn. State. 13.82, Subd. 17 (e.g., certain victims, witnesses, and others) should not be released even if it would otherwise fit into one of the public categories listed above.
- (e) Access to portable recording system data by non-employees. Waite Park Police Department peace officers shall refer members of the media or public seeking access to portable recording system data to the Chief of Police or data practice designee, who shall process the request in accordance with the MGDPA and other governing laws. In particular:
1. An individual shall be allowed to review recorded portable recording system data about him- or herself and other data subjects in the recording, but shall not be granted:
    - (a) If the data was collected or created as part of an active investigation.
    - (b) To portions of the data that the Waite Park Police Department would otherwise be prohibited by law from disclosing to the person seeking access, such as portions that would reveal identities protected by Minn. Stat. 13.82, subd. 17.
  2. Unless the data is part of an active investigation, an individual data subject shall be provided with a copy of the recording upon request, but subject to the following guidelines on redaction:
    - (a) Data on other individuals in the recording who do not consent to the release must be redacted.
    - (b) Data that would identify undercover Waite Park Police Department peace officers must be redacted.
    - (c) Data on other Waite Park Police Department peace officers who are not undercover, and who are on duty and engaged in the performance of

# Waite Park Police Department

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### *Portable Recording*

official duties, may not be redacted.

- (f) Access by peace Waite Park Police Department peace officers and law enforcement employees. No employee may have access to the department's portable recording system data except for legitimate law enforcement or data administration purposes:
1. Waite Park Police Department peace officers may access and view stored portable recording system video only when there is a business need for doing so, including the need to defend against an allegation of misconduct or substandard performance. Waite Park Police Department peace officers may review video footage of an incident in which they were involved prior to preparing a report, giving a statement, or providing testimony about the incident.
  2. Waite Park Police Department personnel shall document their reasons for accessing stored portable recording system data in the manner provided within the database at the time of each access. Waite Park Police Department personnel are prohibited from accessing portable recording system data for non-business reasons and from sharing the data for non-law enforcement related purposes, including but not limited to uploading portable recording system data recorded or maintained by this Waite Park Police Department onto public and social media websites.
  3. Employees seeking access to portable recording system data for non-business reasons may make a request for it in the same manner as any member of the public.
- (g) Other authorized disclosures of data. Waite Park Police Department peace officers may display portions of portable recording system footage to witnesses as necessary for purposes of investigation as allowed by Minn. Stat. 13.82, subd. 15, as may be amended from time to time. Waite Park Police Department peace officers should generally limit these displays in order to protect against the incidental disclosure of individuals whose identities are not public. Protecting against incidental disclosure could involve, for instance, showing only a portion of the video, showing only screen shots, muting the audio, or playing the audio but not displaying video. In addition,
1. Portable recording system data may be shared with other law enforcement agencies only for legitimate law enforcement purposes and that are documented in writing at the time of the disclosure.
  2. Portable recording system data shall be made available to prosecutors, courts, and other criminal justice entities as provided by law.

#### **423.12 WAITE PARK POLICE DEPARTMENT USE OF DATA**

##### **Waite Park**

- (a) Supervisors shall ensure Waite Park Police Department peace officers are using their portable recording system equipment per policy.
- (b) At least once a month, supervisors will randomly review portable recording system recordings made by each officer to ensure the equipment is operating properly and Waite Park Police Department peace officers are using the devices appropriately in accordance with policy, and to identify any performance areas in which additional training or guidance is required.
- (c) In addition, supervisors and other assigned personnel may access portable recording

# Waite Park Police Department

## Policy Manual

### *Portable Recording*

system data for purposes of reviewing or investigating a specific incident that has given rise to a complaint or concern about officer misconduct or performance.

- (d) Nothing in this policy limits or prohibits the use of portable recording system data as evidence of misconduct or as a basis for discipline.
- (e) Waite Park Police Department peace officers should contact their supervisors to discuss retaining and using portable recording system footage for training purposes. Officer objections to preserving or using certain footage for training will be considered on a case-by-case basis. Field training Waite Park Police Department peace officers may utilize portable recording system data with trainees for the purpose of providing coaching and feedback on the trainees' performance.

### **423.13 SUPERVISOR RESPONSIBILITIES**

Waite Park

In addition to other responsibilities specified in other provisions of this policy, supervisors must do the following:

- (a) Supervisors should determine corrective action for non-functioning portable recording system equipment.
- (b) When an incident arises that requires the immediate retrieval of the recorded media (e.g., serious crime scenes, peace officer-involved shootings, department-involved collisions), a supervisor shall respond to the scene and ensure that the portable recording system is properly uploaded.
- (c) Supervisors shall monitor for compliance with this policy.

### **423.14 COMPLIANCE**

The unauthorized access to or disclosure of portable recording system data may constitute misconduct and subject individuals to disciplinary action and criminal penalties pursuant to Minn. Stat. § 13.09.

**Axon Enterprise, Inc.**

Protect Life.

17800 N 85th St.  
 Scottsdale, Arizona 85255  
 United States  
 Phone: (800) 978-2737  
 Fax: (480) 448-9922



**Dave Bentrud**  
 (320) 229-3661  
 1(320) 2594528  
 david.bentrud@ci.waiteparkpd.mn.us

**Quotation**  
**Quote:** Q-77990-3  
**Date:** 6/19/2017 3:03 PM  
**Quote Expiration:** 7/31/2017  
**Contract Start Date\*:** 8/15/2017  
**Contract Term:** 5 years

**AX Account Number:**  
 106874

**Bill To:**  
 Waite Park Police Department - MN  
 19-13TH AVE. N.  
 WAITE PARK, MN 56387  
 US

**Ship To:**  
 Dave Bentrud  
 Waite Park Police Department - MN  
 19-13TH AVE. N.  
 WAITE PARK, MN 56387  
 US

SALESPERSON	PHONE	EMAIL	DELIVERY METHOD	PAYMENT METHOD
Steven Insalaco	(480) 905-2023	sinsalaco@axon.com	Fedex - Ground	Net 30

\*Note this will vary based on the shipment date of the product.

AXON BODY 2 - TASER ASSURANCE PLAN -  
 EVIDENCE.COM - YEAR 1 - DUE: NET 30

QTY	ITEM #	DESCRIPTION	UNIT PRICE	TOTAL BEFORE DISCOUNT	DISCOUNT (\$)	NET TOTAL
18	74001	AXON CAMERA ASSEMBLY, ONLINE, AXON BODY 2, BLK	USD 399.00	USD 7,182.00	USD 2,250.00	USD 4,932.00
18	74020	MAGNET MOUNT, FLEXIBLE, AXON BODY 2	USD 0.00	USD 0.00	USD 0.00	USD 0.00
18	74022	SM POCKET MOUNT, 4", AXON BODY 2	USD 0.00	USD 0.00	USD 0.00	USD 0.00
18	73004	WALL CHARGER, USB SYNC CABLE, FLEX	USD 0.00	USD 0.00	USD 0.00	USD 0.00
3	80022	PRO EVIDENCE.COM LICENSE: YEAR 1 PAYMENT	USD 468.00	USD 1,404.00	USD 0.00	USD 1,404.00
18	80012	BASIC EVIDENCE.COM LICENSE: YEAR 1 PAYMENT	USD 180.00	USD 3,240.00	USD 0.00	USD 3,240.00
180	85110	EVIDENCE.COM INCLUDED STORAGE	USD 0.00	USD 0.00	USD 0.00	USD 0.00
90	85110	EVIDENCE.COM INCLUDED STORAGE	USD 0.00	USD 0.00	USD 0.00	USD 0.00
3	74008	AXON DOCK, 6 BAY + CORE, AXON BODY 2	USD 1,495.00	USD 4,485.00	USD 0.00	USD 4,485.00
3	70033	WALL MOUNT BRACKET, ASSY, EVIDENCE.COM DOCK	USD 35.00	USD 105.00	USD 0.00	USD 105.00

QTY	ITEM #	DESCRIPTION	UNIT PRICE	TOTAL BEFORE DISCOUNT	DISCOUNT (\$)	NET TOTAL
18	85070	TASER ASSURANCE PLAN ANNUAL PAYMENT, BODYCAM	USD 204.00	USD 3,672.00	USD 2,700.00	USD 972.00
3	87026	TASER ASSURANCE PLAN DOCK 2 ANNUAL PAYMENT	USD 216.00	USD 648.00	USD 0.00	USD 648.00
180	85035	EVIDENCE.COM STORAGE	USD 0.75	USD 135.00	USD 0.00	USD 135.00
10	70112	AXON SIGNAL UNIT	USD 279.00	USD 2,790.00	USD 0.00	USD 2,790.00
<b>AXON BODY 2 - TASER ASSURANCE PLAN - EVIDENCE.COM - YEAR 1 - DUE: NET 30 Total Before Discounts:</b>						USD 23,661.00
<b>AXON BODY 2 - TASER ASSURANCE PLAN - EVIDENCE.COM - YEAR 1 - DUE: NET 30 Discount:</b>						USD 4,950.00
<b>AXON BODY 2 - TASER ASSURANCE PLAN - EVIDENCE.COM - YEAR 1 - DUE: NET 30 Net Amount Due:</b>						USD 18,711.00

ONE DAY - ON-SITE TRAINING - DUE: NET 30

QTY	ITEM #	DESCRIPTION	UNIT PRICE	TOTAL BEFORE DISCOUNT	DISCOUNT (\$)	NET TOTAL
1	85144	AXON STARTER	USD 2,500.00	USD 2,500.00	USD 0.00	USD 2,500.00
<b>ONE DAY - ON-SITE TRAINING - DUE: NET 30 Total Before Discounts:</b>						USD 2,500.00
<b>ONE DAY - ON-SITE TRAINING - DUE: NET 30 Net Amount Due:</b>						USD 2,500.00

AXON BODY 2 - SPARE - NO CHARGE

QTY	ITEM #	DESCRIPTION	UNIT PRICE	TOTAL BEFORE DISCOUNT	DISCOUNT (\$)	NET TOTAL
1	74001	AXON CAMERA ASSEMBLY, ONLINE, AXON BODY 2, BLK	USD 0.00	USD 0.00	USD 0.00	USD 0.00
1	74022	SM POCKET MOUNT, 4", AXON RAPIDLOCK	USD 0.00	USD 0.00	USD 0.00	USD 0.00
1	74020	MAGNET MOUNT, FLEXIBLE, AXON RAPIDLOCK	USD 0.00	USD 0.00	USD 0.00	USD 0.00
1	11553	SYNC CABLE, USB A TO 2.5MM	USD 0.00	USD 0.00	USD 0.00	USD 0.00
<b>AXON BODY 2 - SPARE - NO CHARGE Total Before Discounts:</b>						USD 0.00
<b>AXON BODY 2 - SPARE - NO CHARGE Net Amount Due:</b>						USD 0.00

TASER ASSURANCE PLAN - EVIDENCE.COM - YEAR 2 - DUE: 2018

QTY	ITEM #	DESCRIPTION	UNIT PRICE	TOTAL BEFORE DISCOUNT	DISCOUNT (\$)	NET TOTAL
3	80023	PRO EVIDENCE.COM LICENSE: YEAR 2 PAYMENT	USD 468.00	USD 1,404.00	USD 0.00	USD 1,404.00
90	85110	EVIDENCE.COM INCLUDED STORAGE	USD 0.00	USD 0.00	USD 0.00	USD 0.00
18	80013	BASIC EVIDENCE.COM LICENSE: YEAR 2 PAYMENT	USD 180.00	USD 3,240.00	USD 0.00	USD 3,240.00
180	85110	EVIDENCE.COM INCLUDED STORAGE	USD 0.00	USD 0.00	USD 0.00	USD 0.00
18	85070	TASER ASSURANCE PLAN ANNUAL PAYMENT, BODYCAM	USD 204.00	USD 3,672.00	USD 2,700.00	USD 972.00
3	87026	TASER ASSURANCE PLAN DOCK 2 ANNUAL PAYMENT	USD 216.00	USD 648.00	USD 0.00	USD 648.00

QTY	ITEM #	DESCRIPTION	UNIT PRICE	TOTAL BEFORE DISCOUNT	DISCOUNT (\$)	NET TOTAL
360	85035	EVIDENCE.COM STORAGE	USD 0.75	USD 270.00	USD 0.00	USD 270.00
<b>TASER ASSURANCE PLAN - EVIDENCE.COM - YEAR 2 - DUE: 2018 Total Before Discounts:</b>						USD 9,234.00
<b>TASER ASSURANCE PLAN - EVIDENCE.COM - YEAR 2 - DUE: 2018 Discount:</b>						USD 2,700.00
<b>TASER ASSURANCE PLAN - EVIDENCE.COM - YEAR 2 - DUE: 2018 Net Amount Due:</b>						USD 6,534.00

TASER ASSURANCE PLAN - EVIDENCE.COM -  
YEAR 3 - DUE: 2019

QTY	ITEM #	DESCRIPTION	UNIT PRICE	TOTAL BEFORE DISCOUNT	DISCOUNT (\$)	NET TOTAL
18	80014	BASIC EVIDENCE.COM LICENSE: YEAR 3 PAYMENT	USD 180.00	USD 3,240.00	USD 0.00	USD 3,240.00
180	85110	EVIDENCE.COM INCLUDED STORAGE	USD 0.00	USD 0.00	USD 0.00	USD 0.00
3	80024	PRO EVIDENCE.COM LICENSE: YEAR 3 PAYMENT	USD 468.00	USD 1,404.00	USD 0.00	USD 1,404.00
90	85110	EVIDENCE.COM INCLUDED STORAGE	USD 0.00	USD 0.00	USD 0.00	USD 0.00
18	85070	TASER ASSURANCE PLAN ANNUAL PAYMENT, BODYCAM	USD 204.00	USD 3,672.00	USD 0.00	USD 3,672.00
3	87026	TASER ASSURANCE PLAN DOCK 2 ANNUAL PAYMENT	USD 216.00	USD 648.00	USD 0.00	USD 648.00
540	85035	EVIDENCE.COM STORAGE	USD 0.75	USD 405.00	USD 0.00	USD 405.00
<b>TASER ASSURANCE PLAN - EVIDENCE.COM - YEAR 3 - DUE: 2019 Total Before Discounts:</b>						USD 9,369.00
<b>TASER ASSURANCE PLAN - EVIDENCE.COM - YEAR 3 - DUE: 2019 Net Amount Due:</b>						USD 9,369.00

TASER ASSURANCE PLAN - EVIDENCE.COM -  
YEAR 4 - DUE: 2020

QTY	ITEM #	DESCRIPTION	UNIT PRICE	TOTAL BEFORE DISCOUNT	DISCOUNT (\$)	NET TOTAL
18	80015	BASIC EVIDENCE.COM LICENSE: YEAR 4 PAYMENT	USD 180.00	USD 3,240.00	USD 0.00	USD 3,240.00
180	85110	EVIDENCE.COM INCLUDED STORAGE	USD 0.00	USD 0.00	USD 0.00	USD 0.00
3	80025	PRO EVIDENCE.COM LICENSE: YEAR 4 PAYMENT	USD 468.00	USD 1,404.00	USD 0.00	USD 1,404.00
90	85110	EVIDENCE.COM INCLUDED STORAGE	USD 0.00	USD 0.00	USD 0.00	USD 0.00
18	85070	TASER ASSURANCE PLAN ANNUAL PAYMENT, BODYCAM	USD 204.00	USD 3,672.00	USD 0.00	USD 3,672.00
3	87026	TASER ASSURANCE PLAN DOCK 2 ANNUAL PAYMENT	USD 216.00	USD 648.00	USD 0.00	USD 648.00
720	85035	EVIDENCE.COM STORAGE	USD 0.75	USD 540.00	USD 0.00	USD 540.00
<b>TASER ASSURANCE PLAN - EVIDENCE.COM - YEAR 4 - DUE: 2020 Total Before Discounts:</b>						USD 9,504.00
<b>TASER ASSURANCE PLAN - EVIDENCE.COM - YEAR 4 - DUE: 2020 Net Amount Due:</b>						USD 9,504.00

TASER ASSURANCE PLAN - EVIDENCE.COM -  
YEAR 5 - DUE: 2021

QTY	ITEM #	DESCRIPTION	UNIT PRICE	TOTAL BEFORE DISCOUNT	DISCOUNT (\$)	NET TOTAL
18	80016	BASIC EVIDENCE.COM LICENSE: YEAR 5 PAYMENT	USD 180.00	USD 3,240.00	USD 0.00	USD 3,240.00
180	85110	EVIDENCE.COM INCLUDED STORAGE	USD 0.00	USD 0.00	USD 0.00	USD 0.00

QTY	ITEM #	DESCRIPTION	UNIT PRICE	TOTAL BEFORE DISCOUNT	DISCOUNT (\$)	NET TOTAL
3	80026	PRO EVIDENCE.COM LICENSE: YEAR 5 PAYMENT	USD 468.00	USD 1,404.00	USD 0.00	USD 1,404.00
90	85110	EVIDENCE.COM INCLUDED STORAGE	USD 0.00	USD 0.00	USD 0.00	USD 0.00
18	85070	TASER ASSURANCE PLAN ANNUAL PAYMENT, BODYCAM	USD 204.00	USD 3,672.00	USD 0.00	USD 3,672.00
3	87026	TASER ASSURANCE PLAN DOCK 2 ANNUAL PAYMENT	USD 216.00	USD 648.00	USD 0.00	USD 648.00
900	85035	EVIDENCE.COM STORAGE	USD 0.75	USD 675.00	USD 0.00	USD 675.00
<b>TASER ASSURANCE PLAN - EVIDENCE.COM - YEAR 5 - DUE: 2021 Total Before Discounts:</b>						USD 9,639.00
<b>TASER ASSURANCE PLAN - EVIDENCE.COM - YEAR 5 - DUE: 2021 Net Amount Due:</b>						USD 9,639.00

<b>Subtotal</b>	USD 56,257.00
<b>Estimated Shipping &amp; Handling Cost</b>	USD 160.06
<b>Grand Total</b>	USD 56,417.06

**Axon Body 2 Shipping**

Axon Body 2 is available for delivery between 8-10 weeks after purchase date. You will be notified if there are any delays. Axon reserves the right to make product changes without notice.

**Axon Enterprise, Inc.'s Sales Terms and Conditions  
for Direct Sales to End User Purchasers**

By signing this Quote, you are entering into a contract and you certify that you have read and agree to the provisions set forth in this Quote and Axon's Master Services and Purchasing Agreement posted at [www.axon.com/legal](http://www.axon.com/legal). You represent that you are lawfully able to enter into contracts and if you are entering into this agreement for an entity, such as the company, municipality, or government agency you work for, you represent to Axon that you have legal authority to bind that entity. If you do not have this authority, do not sign this Quote.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Name (Print): \_\_\_\_\_ Title: \_\_\_\_\_  
PO# (if needed): \_\_\_\_\_

Quote: Q-77990-3

Please sign and email to Steven Insalaco at [sinsalaco@axon.com](mailto:sinsalaco@axon.com) or fax to (480) 448-9922

THANK YOU FOR YOUR BUSINESS!

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**Agenda Item No. 6**

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

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

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

ROLL CALL

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

Motion (Approved) (Denied)

ACS FINANCIAL SYSTEM  
06/26/2017 14:32:00

Schedule of Bills

CITY OF WAITE PARK  
GL050S-V08.05 COVERPAGE  
GL540R

Report Selection:

RUN GROUP... 0617D2 COMMENT... 062617 MISC DISBURSEMENT

DATA-JE-ID DATA COMMENT  
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D-06262017-980 062617 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
ABM EQUIPMENT & SUPPLY, HYD PUMP/POWER UNIT #412	716.27	REPAIR & MAINTENANCE SUP	709.4841.2200		0152140-IN	028690	P	980	00001
ALL CARE TOWING INC TOW BUICK-FORFEITURE	40.00	GENERAL REVENUE	817.3950.0000		179496		P	980	00003
TOW SUBARU IMPREZA	72.00	TOWING	101.4110.3910		179608		P	980	00002
TIRE REP #214	28.00	REPAIR & MAINTENANCE	101.4110.3700		179622		P	980	00004
	140.00	*VENDOR TOTAL							
ANDYS TOWING CO CORP TOW FORD EXPLORER #214	24.06	REPAIR & MAINTENANCE	101.4110.3700		199908		P	980	00005
ASPEN MILLS INC. UNIFORM PANT-AM	82.40	UNIFORMS	101.4110.2120		199260		P	980	00006
AUTO TRIM & SIGN INC WP LOGO/ETC-PARADE MAGNT	100.00	COMMUNITY POLICING	101.4110.2140		48620		P	980	00007
AXON ENTERPRISE, INC TASER SIMULATION SUIT	619.81	TRAINING/TRAVEL/HOTEL	101.4110.3200		SI1485532		P	980	00008
BRAUN INTERTEC CORP 060917 MAT TEST-PW FAC	9,565.25	ENGINEERING COSTS	443.4214.6301		B094887			980	00143
CARD SERVICES GATORADE-OFFICERS/PARADE	29.21	COMMUNITY POLICING	101.4110.2140		627849		P	980	00144
CENTRAL SERVICE INC HEADLAMP BULB REPL #201	66.77	REPAIR & MAINTENANCE	101.4110.3700		15237		P	980	00009
CHARTER COMMUNICATIONS 0617 INTERNET/TV-CL	34.60	COMMUNICATIONS	101.4051.3100		061317			980	00010
0617 INTERNET/TV-CH	11.01	COMMUNICATIONS	101.4094.3100		061317			980	00011
0617 INTERNET/TV-FD	24.01	COMMUNICATIONS	101.4120.3100		061317			980	00012
0617 INTERNET/TV-BI	34.60	COMMUNICATIONS	101.4140.3100		061317			980	00013
0617 INTERNET/TV-PW	22.02	COMMUNICATIONS	101.4212.3100		061317			980	00014
0617 INTERNET/TV-WTR	22.02	COMMUNICATIONS	703.4825.3100		061317			980	00015
0617 INTERNET/TV-SWR	22.03	COMMUNICATIONS	709.4843.3100		061317			980	00016
0617 INTERNET/TV-RADIO C	114.57	COMMUNICATIONS	101.4191.3100		061317			980	00017
0617 INTERNET/TV-WTR	39.01	COMMUNICATIONS	703.4825.3100		061317			980	00018
0617 INTERNET/TV-SWR	39.01	COMMUNICATIONS	709.4843.3100		061317			980	00019
0617 INTERNET/TV-PW	137.77	COMMUNICATIONS	101.4212.3100		061317			980	00020
0617 TV-PARKS	8.02	COMMUNICATIONS	101.4552.3100		061317			980	00021
0617 INTERNET-WARMING H	89.98	COMMUNICATIONS	101.4552.3100		061317			980	00022
0617 TV-WARMING HOUSE	8.02	COMMUNICATIONS	101.4552.3100		061317			980	00023
	606.67	*VENDOR TOTAL							
CITY OF ST CLOUD 0517 OPER & MAINT	23,634.88	OPERATIONS & MAINTENANCE	709.4842.2160		AR007074			980	00173
0517 OPER & MAINT CONV	5,050.33	OPERATIONS & MAINTENANCE	709.4841.2160		AR007074			980	00174
0517 REHAB & REPLACE	1,993.80	REHAB & REPLACE	709.4842.3730		AR007074			980	00175

VENDOR NAME DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
CITY OF ST CLOUD									
0517 REHAB & REPL CONV	734.56	REHAB & REPLACE	709.4841.3730		AR007074			980	00176
0517 DEBT SVC-WWTF EXP	17,688.00	DEBT SERVICE	709.4842.4845		AR007074			980	00177
0517 DEBT SVC-TRI/SIS	14,321.00	DEBT SERVICE TRI-CITY/SI	709.4841.4845		AR007074			980	00178
0517 DEBT SVC-SIS PH 3	4,552.00	DEBT SERVICE TRI-CITY/SI	709.4841.4845		AR007074			980	00179
0517 DEBT SVC-SIS PH 4	8,669.00	DEBT SERVICE TRI-CITY/SI	709.4841.4845		AR007074			980	00180
0517 DBT SVC-M LIFT ST	3,485.00	DEBT SERVICE TRI-CITY/SI	709.4841.4845		AR007074			980	00181
0517 EXISTING DEBT	2,253.54	EXISTING DEBT	709.4842.4846		AR007074			980	00182
	82,382.11	*VENDOR TOTAL							
COALITION OF GREATER MN									
060117 REG LABOR REL SJ	65.00	TRAINING/TRAVEL/HOTEL	101.4051.3200		061917			980	00145
060117 REG LABOR REL DH	65.00	TRAINING/TRAVEL/HOTEL	101.4051.3200		061917			980	00146
	130.00	*VENDOR TOTAL							
CONVENTION VISITORS BURE									
0517 H/M TAX-ASTERIA	1,317.58	PAYMENTS TO CHAMBER	601.4440.4441		062117			980	00147
CREATIVE FORMS & CONCEPT									
PAYROLL CHECKS	193.93	OFFICE SUPPLIES/POSTAGE	101.4051.2000		115564	028708	P	980	00148
PAYROLL CHECKS	188.23	OFFICE SUPPLIES/POSTAGE	703.4825.2000		115564	028708	P	980	00149
PAYROLL CHECKS	188.22	OFFICE SUPPLIES/POSTAGE	709.4843.2000		115564	028708	P	980	00150
	570.38	*VENDOR TOTAL							
CUSTOM ACCENTS INC									
BUSINESS CARDS (500)-RG	48.51	PRINTING & BINDING	101.4110.3400		71318	000709	P	980	00024
DE LAGE LANDEN FINANCIAL									
0617 PW COPIER LEASE PW	44.44	SERVICE CONTRACT	101.4212.4015		54809493			980	00025
0617 PW COPIER LEASE WTR	27.77	SERVICE CONTRACT	703.4825.4015		54809493			980	00026
0617 PW COPIER LEASE SWR	27.77	SERVICE CONTRACT	709.4843.4015		54809493			980	00027
0617 PW COPIER LEASE SS	11.11	SERVICE CONTRACTS	715.4224.4015		54809493			980	00028
	111.09	*VENDOR TOTAL							
EL-JAY MECHANICAL, INC									
IRRIGATION REP-RIVERS ED	1,592.00	REPAIR & MAINTENANCE SUP	101.4552.2200		BR868-1	027818	P	980	00030
GASKET/FLANGES/ETC-SP	2,149.75	REPAIR & MAINTENANCE SUP	101.4554.2200		M7486-1	028443	P	980	00029
	3,741.75	*VENDOR TOTAL							
ELLIOTT AUTO SUPPLY CO I									
HEAD LIGHT #408	10.37	REPAIR & MAINTENANCE SUP	101.4212.2200		124-048614	028669	P	980	00031
WIPER BLADE #504	5.10	REPAIR & MAINTENANCE SUP	101.4552.2200		124-048614	028669	P	980	00032
BRAKE FLUID-STOCK	30.20	REPAIR & MAINTENANCE SUP	101.4212.2200		124-050109	028747	P	980	00034
BRAKE LINE #476	2.99	REPAIR & MAINTENANCE SUP	101.4212.2200		124-050323	028746	P	980	00033
HEAD LIGHTS (2) #400	11.96	REPAIR & MAINTENANCE SUP	101.4212.2200		124-050968	028766	P	980	00137
CREDIT (#444 BELT)	42.99CR	REPAIR & MAINTENANCE SUP	101.4212.2200		7424636	028116	P	980	00035
	17.63	*VENDOR TOTAL							
ERICKSON ELECTRIC COMPAN									
UPS-WTP	597.95	REPAIR & MAINTENANCE SUP	703.4822.2200		1243	028435	P	980	00036

Schedule of Bills

VENDOR NAME DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
ETHANOL PRODUCTS LLC CO2 (6999#)	486.79	REPAIR & MAINTENANCE SUP	703.4822.2200		CO2186639	028434	P	980	00037
GODFATHERS EXTERMINATING 061617 GEN PEST CONTR-CH	175.00	SERVICE CONTRACT	101.4094.4015		121524	028595	P	980	00138
GRANITE ELECTRONICS RADIO REP #205CGB0539	438.65	REPAIR & MAINTENANCE	101.4120.3700		153004385-1	028290	P	980	00040
HACH CO CHLORINE/ETC-WTP	629.13	REPAIR & MAINTENANCE SUP	703.4822.2200		10494302	028436	P	980	00041
HAWKINS INC AZONE/FLUORIDE/ETC-WTP	3,462.27	REPAIR & MAINTENANCE SUP	703.4822.2200		4092951	028437	P	980	00140
AZONE/PH DOWN LO-SP	853.59	REPAIR & MAINTENANCE SUP	101.4554.2200		4093735	028438	P	980	00139
	4,315.86	*VENDOR TOTAL							
HD SUPPLY WATERWORKS LTD WTR MTR TEST-336 2 AV NE	65.00	REPAIR & MAINTENANCE	703.4824.3700		H241140	028442	P	980	00043
MULTI WTR MTRS/MXU'S	11,430.68	REPAIR & MAINTENANCE SUP	703.4824.2200		H263234	028429	P	980	00042
	11,495.68	*VENDOR TOTAL							
HEALTHPARTNERS									
0717 HEALTH INS PREM CL	6,234.12	HOSPITALIZATION INSURANC	101.4051.1500		73493004			980	00044
0717 HEALTH INS PREM PL	1,355.26	HOSPITALIZATION INSURANC	101.4091.1500		73493004			980	00045
0717 HEALTH INS PREM CH	677.62	HOSPITALIZATION INSURANC	101.4094.1500		73493004			980	00046
0717 HEALTH INS PREM PD	25,817.70	HOSPITALIZATION INSURANC	101.4110.1500		73493004			980	00047
0717 HEALTH INS PREM BI	1,355.26	HOSPITALIZATION INSURANC	101.4140.1500		73493004			980	00048
0717 HEALTH INS PREM PW	12,401.14	HOSPITALIZATION INSURANC	101.4212.1500		73493004			980	00049
0717 HEALTH INS PREM SNW	1,287.49	HOSPITALIZATION INSURANC	101.4213.1500		73493004			980	00050
0717 HEALTH INS PREM SS	311.70	HOSPITALIZATION INSURANC	715.4224.1500		73493004			980	00051
0717 HEALTH INS PREM PK	1,666.95	HOSPITALIZATION INSURANC	101.4552.1500		73493004			980	00052
0717 HEALTH INS PREM WTR	3,618.60	HOSPITALIZATION INSURANC	703.4825.1500		73493004			980	00053
0717 HEALTH INS PREM SWR	2,371.70	HOSPITALIZATION INSURANC	709.4843.1500		73493004			980	00054
	57,097.54	*VENDOR TOTAL							
HEYING/DEB									
061417 MILEAGE-TYLER DEM	66.88	TRAINING/TRAVEL/HOTEL	101.4051.3200		061917			980	00151
061517 MILEAGE-CIVIC DEM	54.04	TRAINING/TRAVEL/HOTEL	101.4051.3200		061917			980	00152
041817 PARKING-LOSS CONT	5.00	TRAINING/TRAVEL/HOTEL	101.4051.3200		061917			980	00153
031017 MEAL-PERA SEM	10.00	TRAINING/TRAVEL/HOTEL	101.4051.3200		061917			980	00154
030617 POSTAGE-GC TERM	6.65	TRAINING/TRAVEL/HOTEL	101.4051.3200		061917			980	00155
062017 MILES PXT DEMO	71.69	TRAINING/TRAVEL/HOTEL	101.4051.3200		062117			980	00055
	214.26	*VENDOR TOTAL							
HOME DEPOT CREDIT SERVIC SILICONE/WASHERS/ETC-PB	61.01	REPAIR & MAINTENANCE SUP	101.4552.2200		1020011	028687	P	980	00158
ASSORT FLOWERS-13TH AV N	334.40	BEAUTIFICATION PROJ SUPP	101.4552.2230		11534	028666	P	980	00156
GLOVES (4)	39.88	SAFETY	101.4212.2300		14409	028738	P	980	00160

Schedule of Bills

VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
HOME DEPOT CREDIT SERVIC	EXT CORDS (2)-PW	235.00	REPAIR & MAINTENANCE SUP	101.4212.2200		4013872	028732	P	980	00159
	PLUNGER/409/ETC-PW	65.40	REPAIR & MAINTENANCE SUP	101.4212.2200		7011949	028675	P	980	00157
	BOLTS/HINGE/ETC-BARTZ PK	32.61	REPAIR & MAINTENANCE SUP	101.4552.2200		8014786	028745	P	980	00162
	TOILET SEAT/ETC-BARTZ PK	288.79	REPAIR & MAINTENANCE SUP	101.4552.2200		9014619	028744	P	980	00161
		1,057.09	*VENDOR TOTAL							
HOWE/JEFFREY R	0617 BUILDING INSP SVC	8,446.00	OTHER CONTRACTUAL SERVIC	101.4140.4070		0617			980	00171
INNOVATIVE OFFICE SOLUTI	CALC RIBBON/ETC-CH	22.60	OFFICE SUPPLIES/POSTAGE	101.4051.2000		IN1644745	028910	P	980	00057
	CALC RIBBON/ETC-CH	21.93	OFFICE SUPPLIES/POSTAGE	703.4825.2000		IN1644745	028910	P	980	00058
	CALC RIBBON/ETC-CH	21.93	OFFICE SUPPLIES/POSTAGE	709.4843.2000		IN1644745	028910	P	980	00059
	BATTERIES/SCISSORS-PD	46.75	OFFICE SUPPLIES/POSTAGE	101.4110.2000		IN1646173	000711	P	980	00056
		113.21	*VENDOR TOTAL							
JOHN DEERE FINANCIAL	OIL FILTERS (4) #505	39.24	REPAIR & MAINTENANCE SUP	101.4552.2200		1485355	028754	P	980	00229
	FUEL/HYD FILTERS #505	76.86	REPAIR & MAINTENANCE SUP	101.4552.2200		1486552	028757	P	980	00230
		116.10	*VENDOR TOTAL							
KAISER/ALLEN	DECOR CURB 224'-HEALTH L	1,344.00	REPAIR & MAINTENANCE SUP	101.4552.2200		10036	028760	P	980	00141
KLINEFELTER'S ENF & EMER	BOOTS-PG	112.49	UNIFORMS	101.4110.2120		345528	000708	P	980	00060
LANGUAGE LINE SERVICES	0517 INTERP-SOM/SPAN/MAN	74.20	PROF SERVICES - INTERPRE	101.4110.3031		4088584	000698	P	980	00061
LEXISNEXIS RISK DATA MAN	0517 MIN COMMIT BALANCE	50.00	INVESTIGATIVE SUPPLIES	101.4110.2150		1032000-201700	000700	P	980	00062
LMC INSURANCE TRUST	DEDUCT CLAIM #C0024792	2,500.00	PROPERTY CASUALTY INSURA	101.4110.3505		2666			980	00163
M R SIGN CO INC	SIGN POSTS (50)-STOCK	1,108.50	REPAIR & MAINTENANCE SUP	101.4216.2200		195794	028408	P	980	00063
MARK J TRAUT WELLS INC	061617 8 WATER TESTS	184.00	WATER TESTS	703.4825.4820		297499			980	00164
MCDOWALL COMFORT MANAGEM	CO2 CAPACITAR #4 REP	122.44	REPAIR & MAINTENANCE SUP	101.4094.2200		235088	028594	P	980	00064
MENARDS	PAINT/BRUSHES/ETC-COM PK	65.47	REPAIR & MAINTENANCE SUP	101.4552.2200		52675	028696	P	980	00067
	MULTI BATTERIES-CH	27.39	REPAIR & MAINTENANCE SUP	101.4094.2200		52761	028885	P	980	00071

Schedule of Bills

VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
MENARDS										
	2X10 (3)/DOOR BOLT-BARTZ	48.81	REPAIR & MAINTENANCE	SUP 101.4552.2200		52848	028733	P	980	00072
	2X10 (3) RETURN	33.87	REPAIR & MAINTENANCE	SUP 101.4552.2200		52861	028733	P	980	00073
	LUMBER-BARTZ PARK	45.16	REPAIR & MAINTENANCE	SUP 101.4552.2200		52866	028734	P	980	00066
	PAINT-BARTZ PK BATHROOM	45.52	REPAIR & MAINTENANCE	SUP 101.4552.2200		52938	028700	P	980	00065
	EXT CORD/ETC-SP PAD	102.20	REPAIR & MAINTENANCE	SUP 101.4554.2200		53186	028739	P	980	00070
	LIME A WAY-CH	4.75	REPAIR & MAINTENANCE	SUP 101.4094.2200		53262	028887	P	980	00069
	BUSHING/GLOVES/ETC-WTP	137.48	REPAIR & MAINTENANCE	SUP 703.4824.2200		53461	028441	P	980	00068
	TORCH/WRENCH/ETC-WTP	106.45	REPAIR & MAINTENANCE	SUP 703.4822.2200		53791	028444	P	980	00074
		549.36	*VENDOR TOTAL							
MIDWAY IRON METAL CO INC										
	BOLLARD (4)-PW F TRANSF	303.00	REPAIR & MAINTENANCE	SUP 101.4094.2200		355453	028736	P	980	00075
MN COPY SYSTEMS										
	0512-061117 PD COPIER	70.32	PRINTING & BINDING	101.4110.3400		218178			980	00080
	0512-061117 PW SHOP COPY	8.00	SERVICE CONTRACT	101.4212.4015		218381			980	00076
	0512-061117 PW SHOP COPY	5.00	SERVICE CONTRACT	703.4825.4015		218381			980	00077
	0512-061117 PW SHOP COPY	5.00	SERVICE CONTRACT	709.4843.4015		218381			980	00078
	0512-061117 PW SHOP COPY	2.00	SERVICE CONTRACTS	715.4224.4015		218381			980	00079
		90.32	*VENDOR TOTAL							
MOSS & BARNETT										
	0517 CHARTER FRANCHISE	144.00	LEGAL SERVICES	101.4060.3005		668770			980	00165
NNA SERVICES LLC										
	0917-0918 MEMBERSHIP-KV	69.00	MISC - DUES	101.4051.4010		52417	010072	P	980	00166
PALMER PRINTING										
	2016 WATER RPT PR/MAIL	1,083.00	MISC - DUES	703.4825.4010		170954-01	010073	P	980	00081
POWERHOUSE OUTDOOR EQUIP										
	STIHL BLOWER/ETC-PW/PKS	483.35	REPAIR & MAINTENANCE	SUP 101.4212.2200		420912	028731	P	980	00082
	STIHL BLOWER/ETC-PW/PKS	481.38	REPAIR & MAINTENANCE	SUP 101.4552.2200		420912	028731	P	980	00083
	LAWN VACUUM/ETC-SHOP	1,409.94	CAPITAL EXPENDITURES	101.4212.5400		421215	028679	P	980	00084
		2,374.67	*VENDOR TOTAL							
RAJKOWSKI HANSMEIER LTD										
	0517 ORDINANCES	540.50	LEGAL SERVICES	101.4060.3005		76693			980	00210
	0517 PD DATA REQUEST	187.50	LEGAL SERVICES	101.4110.3005		76694			980	00211
	0517 CONTRACT REVIEW	40.50	LEGAL SERVICES	101.4060.3005		76694			980	00212
	0517 COPART	94.50	LEGAL SERVICES	101.4060.3005		76694			980	00213
	0517 MEETINGS	148.50	LEGAL SERVICES	101.4060.3005		76694			980	00214
	0517 HOTEL LICENSING	13.50	LEGAL SERVICES	101.4060.3005		76694			980	00215
	0517 DEFERRED ASSESSMENT	81.00	LEGAL SERVICES	101.4060.3005		76694			980	00216
	0517 HORIZON ROOFING	27.00	LEGAL SERVICES	101.4060.3005		76694			980	00217
	0517 SENIOR CENTER	658.50	LEGAL SERVICES	101.4060.3005		76695			980	00219
	0517 CRIMINAL	8,589.50	LEGAL SERVICES	101.4110.3005		76741			980	00209
		10,381.00	*VENDOR TOTAL							

Schedule of Bills

VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
RASCHIG USA, INC	STRIPPING TOWER MEDIA	13,550.00	REPAIR & MAINTENANCE SUP	703.4822.2200		32719	028120	P	980	00085
ROYAL TIRE INC	TIRE (1) REPL #420	295.22	REPAIR & MAINTENANCE SUP	101.4212.2200		328-28480	028740	P	980	00087
	TIRES (5) REPL #420	1,433.40	REPAIR & MAINTENANCE SUP	101.4212.2200		328-36780	028741	P	980	00086
		1,728.62	*VENDOR TOTAL							
RUSSELL/LORRAINE	0617 LANDSCAPE CONSULT	900.00	OTHER CONTRACTUAL SERVIC	101.4552.4070		0617			980	00172
SCENIC SIGN CORP	COLONADE SIGN-1ST HALF	3,122.50	BUILDING IMPROVEMENTS	101.4094.5100		DP18185			980	00167
SCHELLIINGER/KEITH MICHA	BLINDS-ADMIN CH	368.72	REPAIR & MAINTENANCE	101.4094.3700		25574P	028591	P	980	00133
	BLIND INSTALL-ADMIN CH	115.00	REPAIR & MAINTENANCE	101.4094.3700		25574P	028591	P	980	00134
		483.72	*VENDOR TOTAL							
SEH INC	0517 PW FACILITY	4,967.00	ENGINEERING COSTS	443.4214.6301		333345			980	00203
	0517 PW FACILITY EXP	437.00	ENGINEERING COSTS	443.4214.6301		333345			980	00204
	0517 WELLHEAD PROT PLAN	1,825.00	WELLHEAD PROTECTION	703.4825.3013		333402			980	00205
	0517 WELLHEAD PROT PL EX	4.24	WELLHEAD PROTECTION	703.4825.3013		333402			980	00206
	0517 17TH AVE S PH 2	3,015.00	ENGINEERING COSTS	442.4214.6301		333908			980	00185
	0517 17TH AVE S PH 2 EXP	79.93	ENGINEERING COSTS	442.4214.6301		333908			980	00186
	0517 CLOUD PARK/6 AV IMP	8,850.00	GENERAL ENGINEERING	101.4211.3015		333909			980	00184
	0517 AMPHITHEATER	2,591.50	GENERAL ENGINEERING	101.4211.3015		333910			980	00201
	0517 DIST 742 EARLY CHIL	535.30	GENERAL ENGINEERING	101.4211.3015		333911			980	00187
	0517 MAPS	49.50	GENERAL ENGINEERING	101.4211.3015		333911			980	00188
	0517 ENGINEER DIST 3 MTG	261.00	GENERAL ENGINEERING	101.4211.3015		333911			980	00189
	0517 ENGINEER DIST 3 EXP	5.30	GENERAL ENGINEERING	101.4211.3015		333911			980	00190
	0517 DEFERRED ASSESSMENT	261.00	GENERAL ENGINEERING	101.4211.3015		333911			980	00191
	0517 ROCK ON TRUCKS MTG	261.00	GENERAL ENGINEERING	101.4211.3015		333911			980	00192
	0517 ROCK ON TRUCKS EXP	4.24	GENERAL ENGINEERING	101.4211.3015		333911			980	00193
	0517 CITY PLANNING MTG	174.00	GENERAL ENGINEERING	101.4211.3015		333911			980	00194
	0517 CITY PLANNING EXP	4.24	GENERAL ENGINEERING	101.4211.3015		333911			980	00195
	0517 MNDOT PARTNER AGREE	174.00	GENERAL ENGINEERING	101.4211.3015		333911			980	00196
	0517 AMPHITHEATER EXP	8.48	GENERAL ENGINEERING	101.4211.3015		333911			980	00197
	0517 PICKLEBALL COURTS	1,001.00	GENERAL ENGINEERING	101.4211.3015		333912			980	00199
	0517 PICKLEBALL CRTS EXP	2.65	GENERAL ENGINEERING	101.4211.3015		333912			980	00200
	0517 WELL #6	6,672.50	ENGINEERING COSTS	703.4830.6301		334021			980	00207
	0517 WELL #6 EXP	19.72	ENGINEERING COSTS	703.4830.6301		334021			980	00208
	0517 SILVER LEAF HOTEL	3,900.00	GENERAL ENGINEERING	101.4211.3015		33913			980	00197
	0517 SILVER LEAF HTL EXP	171.69	GENERAL ENGINEERING	101.4211.3015		33913			980	00198
		35,275.29	*VENDOR TOTAL							
SELECT ACCOUNT	0617 HSA USER FEE CL	18.40	HOSPITALIZATION INSURANC	101.4051.1500		1191240			980	00088
	0617 HSA USER FEE PLAN	4.00	HOSPITALIZATION INSURANC	101.4091.1500		1191240			980	00089
	0617 HSA USER FEE CH	2.00	HOSPITALIZATION INSURANC	101.4094.1500		1191240			980	00090

Schedule of Bills

VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
SELECT ACCOUNT										
	0617 HSA USER FEE PD	76.90	HOSPITALIZATION INSURANC	101.4110.1500		1191240			980	00091
	0617 HSA USER FEE BI	4.00	HOSPITALIZATION INSURANC	101.4140.1500		1191240			980	00092
	0617 HSA USER FEE PW	20.88	HOSPITALIZATION INSURANC	101.4212.1500		1191240			980	00093
	0617 HSA USER FEE SNOW	3.91	HOSPITALIZATION INSURANC	101.4213.1500		1191240			980	00094
	0617 HSA USER FEE ST SWR	0.88	HOSPITALIZATION INSURANC	715.4224.1500		1191240			980	00095
	0617 HSA USER FEE PARKS	5.06	HOSPITALIZATION INSURANC	101.4552.1500		1191240			980	00096
	0617 HSA USER FEE WTR	10.89	HOSPITALIZATION INSURANC	703.4825.1500		1191240			980	00097
	0617 HSA USER FEE SWR	7.18	HOSPITALIZATION INSURANC	709.4843.1500		1191240			980	00098
		154.10	*VENDOR TOTAL							
SHIFT TECHNOLOGIES INC										
	SERVER SERVICE	146.00	REPAIR & MAINTENANCE	101.4051.3700		50973			980	00168
	NETWORK SERVICE	112.10	REPAIR & MAINTENANCE	101.4212.3700		50973			980	00169
		258.10	*VENDOR TOTAL							
SHINGOBEE BUILDERS INC										
	PRECONST/PERMIT-CHAMBERS	2,054.00	CAPITAL EXPENDITURES	101.4094.5400		17004.005.01	020057	P	980	00099
SPECTRUM SUPPLY										
	TISSUE/TOWELS-CH	100.44	REPAIR & MAINTENANCE SUP	101.4094.2200		25366	028593	P	980	00102
	SOAP/TISSUE/ETC-PK BATH	188.25	REPAIR & MAINTENANCE SUP	101.4552.2200		94463	028886	P	980	00100
	LINERS-PW BATHROOM	158.95	REPAIR & MAINTENANCE SUP	101.4212.2200		95059	028889	P	980	00101
		447.64	*VENDOR TOTAL							
ST CLOUD ACQUISITION COM										
	FIRE EXTINGUISHER SVC-CH	27.20	REPAIR & MAINTENANCE	101.4094.3700		1192814	028592	P	980	00103
ST CLOUD OVERHEAD DOOR C										
	OVERHEAD DOOR REP-SHOP	227.40	REPAIR & MAINTENANCE SUP	101.4212.2200		0181011-IN	028742	P	980	00142
ST CLOUD TIMES #1076										
	0717 SUBSCRIPTION	29.00	ADVERTISEMENTS	101.4051.3300		061517			980	00170
STEARNS COUNTY AUDITOR T										
	TITLE TRANS 98 DODGE DUR	21.75	MISC - TITLE FEES	816.4110.4010		13605379	000707	P	980	00104
STEARNS ELECTRIC ASSN										
	0517 ST LIGHT CR 6	15.95	PUBLIC UTILITY SERVICES	101.4217.3600		060517			980	00105
SUPERIOR SOLUTIONS LLC										
	FLG POLE HOLDERS-17 AV S	1,875.00	REPAIR & MAINTENANCE SUP	101.4212.2200		17-008-0519	028126	P	980	00106
TOTAL RENTAL CENTER										
	PROPANE TANK REFILL 100#	69.84	REPAIR & MAINTENANCE SUP	101.4212.2200		Z11976	028695	P	980	00107
TRI CITY PAVING INC										
	CONCRETE SAND-K9 KENNEL	60.00	CANINE EXPENSES	101.4110.4011		260833	028640	P	980	00109
	CONCRETE-K9 KENNEL	291.25	CANINE EXPENSES	101.4110.4011		266272	028671	P	980	00108
		351.25	*VENDOR TOTAL							

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VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
TWIN RIVER	TIRE & AUTO I									
	TIRES (2) REPL #504	99.48	REPAIR & MAINTENANCE SUP	101.4552.2200		G-258639	028701	P	980	00039
	TIRES (2) REPL #400	250.90	REPAIR & MAINTENANCE SUP	101.4212.2200		G-258854	028743	P	980	00038
		350.38	*VENDOR TOTAL							
UNUM	LIFE INSURANCE COMA									
	0717 LIFE PREM CL	51.73	LIFE INSURANCE	101.4051.1520		061517			980	00110
	0717 LIFE PREM PLAN	11.25	LIFE INSURANCE	101.4091.1520		061517			980	00111
	0717 LIFE PREM CH	5.63	LIFE INSURANCE	101.4094.1520		061517			980	00112
	0717 LIFE PREM PD	214.31	LIFE INSURANCE	101.4110.1520		061517			980	00113
	0717 LIFE PREM BI	11.25	LIFE INSURANCE	101.4140.1520		061517			980	00114
	0717 LIFE PREM PW	56.68	LIFE INSURANCE	101.4212.1520		061517			980	00115
	0717 LIFE PREM SNOW	10.69	LIFE INSURANCE	101.4213.1520		061517			980	00116
	0717 LIFE PREM ST SWR	2.36	LIFE INSURANCE	715.4224.1520		061517			980	00117
	0717 LIFE PREM PARKS	13.62	LIFE INSURANCE	101.4552.1520		061517			980	00118
	0717 LIFE PREM WTR	30.05	LIFE INSURANCE	703.4825.1520		061517			980	00119
	0717 LIFE PREM SWR	19.93	LIFE INSURANCE	709.4843.1520		061517			980	00120
	0717 DIS PREM CL	232.16	DISABILITY INS & OTHERS	101.4051.1510		061517			980	00121
	0717 DIS PREM PLAN	55.81	DISABILITY INS & OTHERS	101.4091.1510		061517			980	00122
	0717 DIS PREM CH	19.88	DISABILITY INS & OTHERS	101.4094.1510		061517			980	00123
	0717 DIS PREM PD	1,065.76	DISABILITY INS & OTHERS	101.4110.1510		061517			980	00124
	0717 DIS PREM BI	39.75	DISABILITY INS & OTHERS	101.4140.1510		061517			980	00125
	0717 DIS PREM PW	215.15	DISABILITY INS & OTHERS	101.4212.1510		061517			980	00126
	0717 DIS PREM SNOW	35.56	DISABILITY INS & OTHERS	101.4213.1510		061517			980	00127
	0717 DIS PREM ST SWR	7.69	DISABILITY INS & OTHERS	715.4224.1510		061517			980	00128
	0717 DIS PREM PARKS	49.12	DISABILITY INS & OTHERS	101.4552.1510		061517			980	00129
	0717 DIS PREM WTR	133.56	DISABILITY INS & OTHERS	703.4825.1510		061517			980	00130
	0717 DIS PREM SWR	84.25	DISABILITY INS & OTHERS	709.4843.1510		061517			980	00131
		2,366.19	*VENDOR TOTAL							
VEENSTRA/BRADLEY THOMAS	0617 TELEWISE MEETINGS	300.00	LOCAL ACCESS EXPENSES	101.4051.8300		0617			980	00183
VERIZON WIRELESS SERVICE	0511-061017 PD LAPTOPS	474.06	TECHNOLOGY SERVICE CONTR	101.4110.4017		9787353960			980	00132
WEX BANK										
	0524-062317 FUEL BI	28.98	GAS & OIL PURCHASES	101.4140.2110		50264127			980	00220
	0524-062317 FUEL CH	227.21	GAS & OIL PURCHASES	101.4094.2110		50264127			980	00221
	0524-062317 FUEL PD	3,058.84	GAS & OIL PURCHASES	101.4110.2110		50264127			980	00222
	0524-062317 SQUAD WASHES	95.70	REPAIR & MAINTENANCE	101.4110.3700		50264127			980	00223
	0524-062317 FUEL PW	1,054.57	GAS & OIL PURCHASES	101.4212.2110		50264127			980	00224
	0524-062317 FUEL PARKS	1,846.27	GAS & OIL PURCHASES	101.4552.2110		50264127			980	00225
	0524-062317 FUEL WTR	455.60	GAS & OIL PURCHASES	703.4825.2110		50264127			980	00226
	0524-062317 FUEL SWR	117.99	GAS & OIL PURCHASES	709.4843.2110		50264127			980	00227
	0524-062317 FUEL FD	240.72	GAS & OIL PURCHASES	101.4120.2110		50264127			980	00228
		7,125.88	*VENDOR TOTAL							
WINDAHL TECHNOLOGY, LLC.	8GB-TR LAPTOP MEMORY	78.00	REPAIR & MAINT-TECHNOLOG	101.4110.3711		2118	000702	P	980	00136

ACS FINANCIAL SYSTEM  
06/26/2017 14:32:00

Schedule of Bills

CITY OF WAITE PARK  
GL540R-V08.05 PAGE 9

VENDOR NAME DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
WINDAHL TECHNOLOGY, LLC. PC REP/UPGRADE	129.00	REPAIR & MAINT-TECHNOLOG	101.4110.3711		2119	000701	P	980	00135
	207.00	*VENDOR TOTAL							

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CITY OF WAITE PARK  
GL540R-V08.05 PAGE 10

VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
REPORT TOTALS:		277,357.60								

RECORDS PRINTED - 000229

Schedule of Bills

FUND RECAP:

FUND	DESCRIPTION	DISBURSEMENTS
101	GENERAL FUND	
442	17TH AVE SOUTH	126,768.09
443	PUBLIC WORKS FACILITY	3,094.93
601	HOTEL MOTEL TAX	14,969.25
703	WATER FUND	1,317.58
709	SEWER FUND	44,806.87
715	STORMWATER FUND	86,003.39
816	DRUG FORFEITURE	335.74
817	DWI FORFEITURE	21.75
		40.00
TOTAL ALL FUNDS		277,357.60

BANK RECAP:

BANK	NAME	DISBURSEMENTS
CHEK	PLAZA PARK BANK	277,357.60
TOTAL ALL BANKS		277,357.60

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

DATE ..... APPROVED BY .....

.....

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ACS FINANCIAL SYSTEM  
07/11/2017 15:14:18

Schedule of Bills

CITY OF WAITE PARK  
GL050S-V08.05 COVERPAGE  
GL540R

Report Selection:

RUN GROUP... 0717D1 COMMENT... 071217 MISC DISBURSEMENT

DATA-JE-ID DATA COMMENT  
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D-07122017-989 071217 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
ALBIN ACQUISITION CORPOR	BACKGROUND CK-GAMB LIC	30.00	OPERATING SUPPLIES	101.4051.2100		0620179427S	028711	P	989	00002
	BACKGROUND CK-FD	45.00	OPERATING SUPPLIES	101.4120.2100		0620179427S	028711	P	989	00003
		75.00	*VENDOR TOTAL							
ALESHIRE/JAMES	040817 MILES DEF DR TR	7.49	TRAINING/TRAVEL/HOTEL	101.4120.3200		062417			989	00004
	041217 MILES DEF DR TR	4.28	TRAINING/TRAVEL/HOTEL	101.4120.3200		062417			989	00005
		11.77	*VENDOR TOTAL							
ALESHIRE/TANNER J	040517 MILES 1ST RESP	4.28	TRAINING/TRAVEL/HOTEL	101.4120.3200		062417			989	00006
ALLSTREAM BUSINESS US, I	0623-072217 PHONES/LD MY	22.13	COMMUNICATIONS	101.4021.3100		14732263			989	00062
	0623-072217 PHONES/LD CL	121.39	COMMUNICATIONS	101.4051.3100		14732263			989	00063
	0623-072217 PHONES CH	29.34	COMMUNICATIONS	101.4094.3100		14732263			989	00064
	0623-072217 PHONES/LD PD	201.95	COMMUNICATIONS	101.4110.3100		14732263			989	00065
	0623-072217 PHONES/LD FD	23.23	COMMUNICATIONS	101.4120.3100		14732263			989	00066
	0623-072217 PHONES/LD BI	112.62	COMMUNICATIONS	101.4140.3100		14732263			989	00067
	0623-072217 PHONES/LD PW	111.02	COMMUNICATIONS	101.4212.3100		14732263			989	00068
	0623-072217 PHONES WTR	73.34	COMMUNICATIONS	703.4825.3100		14732263			989	00069
	0623-072217 PHONES SWR	73.34	COMMUNICATIONS	709.4843.3100		14732263			989	00070
	0623-072217 PHONES PD	43.03	COMMUNICATIONS	101.4110.3100		14732263			989	00071
	0623-072217 PHONES LIB	43.03	COMMUNICATIONS	101.4095.3100		14732263			989	00072
	0623-072217 PHONES WTR	129.10	COMMUNICATIONS	703.4825.3100		14732263			989	00073
	0623-072217 PHONES SWR	129.10	COMMUNICATIONS	709.4843.3100		14732263			989	00074
	0623-072217 PHONES PW	43.03	COMMUNICATIONS	101.4212.3100		14732263			989	00075
	0623-072217 PHONES PD	20.98	COMMUNICATIONS	101.4110.3100		14732263			989	00076
	0623-072217 PHONES CH	20.97	COMMUNICATIONS	101.4094.3100		14732263			989	00077
	0623-072217 PHONES CH	41.95	COMMUNICATIONS	101.4094.3100		14732263			989	00078
		1,239.55	*VENDOR TOTAL							
BECKER/JEROME	032717 MEAL-SEWER SCHOOL	15.53	TRAINING/TRAVEL/HOTEL	709.4843.3200		040417			989	00260
	032817 MEAL-SEWER SCHOOL	25.00	TRAINING/TRAVEL/HOTEL	709.4843.3200		040417			989	00261
	0327-032917 MILES-SWR SC	30.50	TRAINING/TRAVEL/HOTEL	709.4843.3200		040417			989	00262
		71.03	*VENDOR TOTAL							
BENNETT MATERIAL HANDLIN	FORKLIFT TRUCK-PW	24,500.00	CAPITAL EXPENDITURES	101.4212.5400		01E4496950	028681	P	989	00007
BO-MER PLASTICS LLC	PLANTER BOXES (11)	2,249.10	CAPITAL EXPENDITURES	101.4212.5400		I983949	028737	P	989	00079
	PLANTER BOXES (11)	2,698.90	BEAUTIFICATION PROJ SUPP	101.4552.2230		I983949	028737	P	989	00080
		4,948.00	*VENDOR TOTAL							
BROCK WHITE CO LLC	LASER LEVEL	755.26	REPAIR & MAINTENANCE SUP	101.4212.2200		12796719-00	020061	P	989	00081

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VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
CENTRAL HYDRAULICS INC	HYD HOSES (2) #412	64.33	REPAIR & MAINTENANCE SUP	703.4824.2200		0084502	028756	P	989	00009
	HYD MOTOR REP #412	93.10	REPAIR & MAINTENANCE SUP	709.4841.2200		84525	028689	P	989	00008
		157.43	*VENDOR TOTAL							
CENTURYLINK	0625-072417 PHONE-PW FAC	116.78	COMMUNICATIONS	101.4212.3100		062517			989	00187
	0717 PHONE-COMM PARK	33.01	COMMUNICATIONS	101.4552.3100		070117			989	00186
		149.79	*VENDOR TOTAL							
DARREL NEMETH INC	0617 ELECTRIC INSPECTION	1,471.78	FEES PAID TO ELECTRICAL	101.4140.4080		063017			989	00010
DE LAGE LANDEN FINANCIAL	0615-071417 PD COPIER	99.23	SERVICE CONTRACT	101.4110.4015		55086723	000724	P	989	00011
	0717 PW COPIER LEASE PW	42.32	SERVICE CONTRACT	101.4212.4015		55286811			989	00266
	0717 PW COPIER LEASE WTR	26.45	SERVICE CONTRACT	703.4825.4015		55286811			989	00267
	0717 PW COPIER LEASE SWR	26.45	SERVICE CONTRACT	709.4843.4015		55286811			989	00268
	0717 PW COPIER LEASE SS	10.58	SERVICE CONTRACTS	715.4224.4015		55286811			989	00269
		205.03	*VENDOR TOTAL							
EL-JAY MECHANICAL, INC	RPZ TESTING-WTP	984.50	REPAIR & MAINTENANCE SUP	703.4824.2200		M7410-1	028447	P	989	00012
ELLIOTT AUTO SUPPLY CO I	OIL (10)-STOCK	197.40	REPAIR & MAINTENANCE SUP	101.4212.2200		124-051824	028786	P	989	00013
EMERGENCY RESPONSE SOLUT	FIRELINE-DO NOT CROSS-FD	128.50	OPERATING SUPPLIES	101.4120.2100		8996	028294	P	989	00015
	RUBBER GLOVES-WTP	340.94	REPAIR & MAINTENANCE SUP	703.4822.2200		9022	028449	P	989	00014
		469.44	*VENDOR TOTAL							
FASTENAL CO	FIRE PROOF CABINETS-PWF	6,299.90	CAPITAL EXPENDITURES	101.4212.5400		MNST1100071	028646	P	989	00016
	TOGGLE BOLTS/ETC-CH	137.58	REPAIR & MAINTENANCE SUP	101.4094.2200		MNST199783	028888	P	989	00017
		6,437.48	*VENDOR TOTAL							
G&K SERVICES	0617 UNIFORMS PW	109.10	UNIFORMS	101.4212.2120		063017			989	00103
	0617 UNIFORMS WTR	23.35	UNIFORMS	703.4825.2120		063017			989	00104
	0617 UNIFORMS SWR	15.05	UNIFORMS	709.4843.2120		063017			989	00105
	0617 TOWELS PW	8.75	RUGS/TOWELS	101.4212.4012		063017			989	00106
	060117 RUGS CH	8.16	RUGS/TOWELS	101.4094.4012		6043785191			989	00087
	060117 RUGS FD	12.72	RUGS/TOWELS	101.4120.4012		6043785191			989	00088
	060117 RUGS CL	6.72	RUGS/TOWELS	101.4051.4012		6043785191			989	00089
	060117 RUGS PD	15.60	RUGS/TOWELS	101.4110.4012		6043785191			989	00090
	060117 RUGS PARKS	4.32	RUGS/TOWELS	101.4552.4012		6043785192			989	00096
	060117 RUGS WTR	6.20	RUGS/TOWELS	703.4825.4012		6043785208			989	00098
	060117 RUGS SWR	6.20	RUGS/TOWELS	709.4843.4012		6043785208			989	00099

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VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
G&K SERVICES										
	060117 RUGS PW	8.40	RUGS/TOWELS	101.4212.4012		6043785212			989	00082
	060117 RUGS LIBRARY	7.92	RUGS/TOWELS	101.4095.4012		6043785213			989	00084
	061517 RUGS PW	8.40	RUGS/TOWELS	101.4212.4012		6043796626			989	00102
	061517 RUGS LIBRARY	7.92	RUGS/TOWELS	101.4095.4012		6043796627			989	00085
	062917 RUGS CH	8.16	RUGS/TOWELS	101.4094.4012		6043807931			989	00091
	062917 RUGS FD	12.72	RUGS/TOWELS	101.4120.4012		6043807931			989	00092
	062917 RUGS CL	6.72	RUGS/TOWELS	101.4051.4012		6043807931			989	00093
	062917 RUGS PD	15.60	RUGS/TOWELS	101.4110.4012		6043807931			989	00094
	062917 RUG CREDIT	1.20CR	RUGS/TOWELS	101.4051.4012		6043807931			989	00095
	062917 RUGS PARKS	4.32	RUGS/TOWELS	101.4552.4012		6043807932			989	00097
	062917 RUGS WTR	6.20	RUGS/TOWELS	703.4825.4012		6043807948			989	00100
	062917 RUGS SWR	6.20	RUGS/TOWELS	709.4843.4012		6043807948			989	00101
	062917 RUGS PW	8.40	RUGS/TOWELS	101.4212.4012		6043807952			989	00083
	062917 RUGS LIBRARY	7.92	RUGS/TOWELS	101.4095.4012		6043807953			989	00086
		323.85	*VENDOR TOTAL							
GOPHER STATE ONE CALL IN										
	0617 LOCATES WTR	97.20	EXPENSES OF GOPHER STATE	703.4825.5000		7060783			989	00018
	0617 LOCATES SWR	97.20	EXPENSES OF GOPHER STATE	709.4843.5000		7060783			989	00019
		194.40	*VENDOR TOTAL							
GRANITE ELECTRONICS										
	0601-053118 EMS SVC CONT	1,730.40	REPAIR & MAINTENANCE	101.4191.3700		80000601	000721	P	989	00020
GREYSTONE CONSTRUCTION C										
	PYT #2-PW SALT BLDG	33,292.75	CONSTRUCTION COSTS	443.4214.6300		2			989	00188
HARDDRIVES INC										
	HOT MIX (20T)-RE PK LOT	950.01	REPAIR & MAINTENANCE SUP	101.4552.2200		180679	028697	P	989	00027
	HOT MIX (3.03T)-STR REP	146.96	REPAIR & MAINTENANCE SUP	101.4212.2200		180803	028751	P	989	00026
	BLACKTOP (6.09T)-STR REP	289.28	REPAIR & MAINTENANCE SUP	101.4552.2200		180864	028105	P	989	00025
	TACK OIL (1)-STR REP	40.00	REPAIR & MAINTENANCE SUP	101.4552.2200		180874	028787	P	989	00023
	TACK OIL (4)-STR REP	160.00	REPAIR & MAINTENANCE SUP	101.4212.2200		180877	028752	P	989	00024
	TACK OIL (4)-RE PARKING	160.00	REPAIR & MAINTENANCE SUP	101.4552.2200		180880	028698	P	989	00021
	BLACKTOP (8.24T)-STR REP	399.65	REPAIR & MAINTENANCE SUP	101.4552.2200		180900	028785	P	989	00022
		2,145.90	*VENDOR TOTAL							
HEARTLAND SECURITY SERVI										
	0701-093017 FIRE MON-CH	89.85	SERVICE CONTRACT	101.4094.4015		480638			989	00031
	0701-093017 SEC MON-CH	77.85	SERVICE CONTRACT	101.4094.4015		480639			989	00030
	0701-093017 SEC MON-WTP	128.70	REPAIR & MAINTENANCE SUP	703.4822.2200		480640			989	00028
	0701-093017 FIRE MON-WTP	89.85	REPAIR & MAINTENANCE SUP	703.4822.2200		480640			989	00029
		386.25	*VENDOR TOTAL							
HERC-U-LIFT INC.										
	SCISSOR LIFT-PW	12,552.00	CAPITAL EXPENDITURES	101.4212.5400		S0076379	028674	P	989	00107
IN CONTROL INC										
	RADIO REP-BARDSON FLUME	623.69	REPAIR & MAINTENANCE SUP	709.4841.2200		17028DB01	028455	P	989	00032

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VENDOR NAME DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
INNOVATIVE OFFICE SOLUTI CD-RS/DVD-RS/ETC-PD	109.51	OFFICE SUPPLIES/POSTAGE	101.4110.2000		IN1651842	000718	P	989	00033
J&K BRUGH INC BRAKE/AC REP #402/403	182.09	REPAIR & MAINTENANCE SUP	101.4212.2200		13702	028764	P	989	00034
JOHN DEERE FINANCIAL SPINDLES (2) #504	405.52	REPAIR & MAINTENANCE SUP	101.4552.2200		1497181	028784	P	989	00115
DOOR/GASKET #504	402.10	REPAIR & MAINTENANCE SUP	101.4552.2200		1497183	028758	P	989	00114
	807.62	*VENDOR TOTAL							
KUE CONTRACTORS INC PYT #10-PW FACILITY	622,017.34	CONSTRUCTION COSTS	443.4214.6300		10			989	00225
LENNYS CROSSROADS AUTO, SPD SENSOR HARN REP #211	323.59	REPAIR & MAINTENANCE	101.4110.3700		219644	000723	P	989	00035
MAILFINANCE INC									
0724-102317 POST MTR CL	48.59	RENTALS	101.4051.3800		N6610350			989	00036
0724-102317 POST MTR PD	48.59	RENTALS	101.4110.3800		N6610350			989	00037
0724-102317 POST MTR FD	24.29	RENTALS	101.4120.3800		N6610350			989	00038
0724-102317 POST MTR PW	24.29	RENTALS	101.4212.3800		N6610350			989	00039
0724-102317 POST MTR WTR	48.59	RENTALS	703.4825.3800		N6610350			989	00040
0724-102317 POST MTR SWR	48.59	RENTALS	709.4843.3800		N6610350			989	00041
	242.94	*VENDOR TOTAL							
MAILROOM FINANCE INC									
062117 POSTAGE MISC	150.00	OFFICE SUPPLIES/POSTAGE	101.4051.2000		070217			989	00141
062117 POSTAGE PD	150.00	OFFICE SUPPLIES/POSTAGE	101.4110.2000		070217			989	00142
	300.00	*VENDOR TOTAL							
MANEY INTERNATIONAL INC DOT INSP/PARTS #476	110.82	REPAIR & MAINTENANCE	101.4212.3700		160427	028616	P	989	00042
MARCO INC									
0717 CL COPIER LEASE CL	233.79	SERVICE CONTRACT	101.4051.4015		20873750			989	00054
0717 CL COPIER LEASE BI	77.93	SERVICE CONTRACT	101.4140.4015		20873750			989	00055
0717 CL COPIER LEASE WTR	38.97	SERVICE CONTRACT	703.4825.4015		20873750			989	00056
0717 CL COPIER LEASE SWR	38.96	SERVICE CONTRACT	709.4843.4015		20873750			989	00057
0315-061517 CL COPIES CL	56.03	SERVICE CONTRACT	101.4051.4015		20873750			989	00058
0315-061517 CL COPIES BI	18.68	SERVICE CONTRACT	101.4140.4015		20873750			989	00059
0315-061517 CL COPIES WT	9.34	SERVICE CONTRACT	703.4825.4015		20873750			989	00060
0315-061517 CL COPIES SW	9.34	SERVICE CONTRACT	709.4843.4015		20873750			989	00061
0717 PHONE LEASE PD	583.38	COMMUNICATIONS	101.4110.3100		20905750			989	00043
0717 PHONE LEASE CL	183.81	COMMUNICATIONS	101.4051.3100		20905750			989	00044
0717 PHONE LEASE BI	75.43	COMMUNICATIONS	101.4140.3100		20905750			989	00045
0717 PHONE LEASE CH	193.66	COMMUNICATIONS	101.4094.3100		20905750			989	00046
0717 PHONE LEASE MAYOR	23.65	COMMUNICATIONS	101.4021.3100		20905750			989	00047
0717 PHONE LEASE EOC	164.34	COMMUNICATIONS	101.4191.3100		20905750			989	00048
0717 PHONE LEASE PLAN	23.65	COMMUNICATIONS	101.4091.3100		20905750			989	00049
0717 PHONE LEASE FD	65.56	COMMUNICATIONS	101.4120.3100		20905750			989	00050

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VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
MARCO INC										
	0717 PHONE LEASE PW	89.21	COMMUNICATIONS	101.4212.3100		20905750			989	00051
	0717 PHONE LEASE WTR	28.13	COMMUNICATIONS	703.4825.3100		20905750			989	00052
	0717 PHONE LEASE SWR	47.30	COMMUNICATIONS	709.4843.3100		20905750			989	00053
		1,961.16	*VENDOR TOTAL							
MENARDS										
	CAULK GUN/ADHESIVE-PW	16.73	REPAIR & MAINTENANCE SUP	101.4212.2200		53849	028759	P	989	00113
	LAWN SEED/SOIL/ETC-PARKS	119.65	REPAIR & MAINTENANCE SUP	101.4552.2200		53883	028769	P	989	00109
	PVC ADAPT/COUPLINGS-CH	8.17	REPAIR & MAINTENANCE SUP	101.4094.2200		53939	028890	P	989	00112
	WINDEX/PAPER TWL/ETC-WTP	52.86	REPAIR & MAINTENANCE SUP	703.4822.2200		54017	028445	P	989	00111
	LOCK-LIB WTR VALVE	7.99	REPAIR & MAINTENANCE SUP	101.4095.2200		54020	028767	P	989	00110
	SPACKLE/BLANK PLATE-CHMB	5.24	REPAIR & MAINTENANCE SUP	101.4094.2200		54105	028891	P	989	00108
		210.64	*VENDOR TOTAL							
MILLER AUTO PLAZA										
	CIRCUIT BOARD #405	50.22	REPAIR & MAINTENANCE SUP	101.4212.2200		187044	028770	P	989	00116
MILLER/RICHARD E										
	0614-061617 MILES LMC CF	176.02	TRAINING/TRAVEL/HOTEL	101.4021.3200		062317			989	00117
	061417 MEAL LMC CONF	9.30	TRAINING/TRAVEL/HOTEL	101.4021.3200		062317			989	00118
		185.32	*VENDOR TOTAL							
MN COPY SYSTEMS										
	0612-071117 PW COPIER	33.57	SERVICE CONTRACT	101.4212.4015		220401			989	00119
	0612-071117 PW COPIER	20.98	SERVICE CONTRACT	703.4825.4015		220401			989	00120
	0612-071117 PW COPIER	20.98	SERVICE CONTRACT	709.4843.4015		220401			989	00121
	0612-071117 PW COPIER	8.40	SERVICE CONTRACTS	715.4224.4015		220401			989	00122
	0612-071117 PD COPIER	134.73	PRINTING & BINDING	101.4110.3400		220709			989	00123
		218.66	*VENDOR TOTAL							
MN VALLEY TESTING LABORA										
	062017 WASTE WTR TESTS	684.20	SEWER TESTING	709.4843.4844		869806			989	00124
	062717 WASTE WTR TESTS	205.40	SEWER TESTING	709.4843.4844		871016			989	00125
		889.60	*VENDOR TOTAL							
MULTI MEDIA HOLDINGS COR										
	061317 PB HR G&G LLC/VER	73.27	ADVERTISEMENTS	101.4031.3300		0004796255			989	00189
	070117 ORD 70 AMENDMENT	130.55	ADVERTISEMENTS	101.4051.3300		0004796255			989	00190
	062817 PB HR NOVEL SOLAR	85.80	ADVERTISEMENTS	101.4031.3300		0004796255			989	00191
	060817 AD 4 BIDS-WELL 6A	558.24	ADVERTISEMENTS	703.4825.3300		0004796255			989	00192
	060817 AD 4 BIDS-WELL 6B	565.40	ADVERTISEMENTS	703.4825.3300		0004796255			989	00193
	061617 AD 4 BID-CLOUD PK	504.54	ADVERTISEMENTS	101.4051.3300		0004796255			989	00194
		1,917.80	*VENDOR TOTAL							
NORTH CENTRAL TRUCK EQUI										
	HITCH/ETC FRIEGHT #415	190.00	REPAIR & MAINTENANCE SUP	101.4212.2200		241592	028792	P	989	00126
OERTEL ARCHITECTS										
	ARCHT SVC PYT #16-PW FAC	8,000.00	ENGINEERING COSTS	443.4214.6301		16			989	00226
	ARCHT EXP PYT #16-PW FAC	420.28	ENGINEERING COSTS	443.4214.6301		16			989	00227

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VENDOR NAME DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
OERTEL ARCHITECTS ARCHT SVC PYT #17-PW FAC	7,425.00	ENGINEERING COSTS	443.4214.6301		17			989	00228
ARCHT EXP PYT #17-PW FAC	291.74	ENGINEERING COSTS	443.4214.6301		17			989	00229
	16,137.02	*VENDOR TOTAL							
POWERHOUSE OUTDOOR EQUIP FUEL TANK-HEDGE TRIMMER	74.99	REPAIR & MAINTENANCE SUP	101.4552.2200		423635	028775	P	989	00127
RENGEL PRINTING CO ELECT INSP LABELS (1000)	128.87	OFFICE SUPPLIES/POSTAGE	101.4140.2000		97563	028911	P	989	00128
SAM'S CLUB/SYNCHRONY BAN SNACKS-SOCCER PROG PD	154.92	COMMUNITY POLICING	101.4110.2140		061217	000715	P	989	00129
SCSS LLC BACKGROUND CK STAMP-PD	81.52	OFFICE SUPPLIES/POSTAGE	101.4110.2000		191016	000725	P	989	00138
SECURITY LOCKSMITHS INC OFFICE DOOR REP - WTP	109.95	REPAIR & MAINTENANCE SUP	703.4822.2200		51028	028432	P	989	00130
KEY DUPLICATION (10)-LIB	22.50	REPAIR & MAINTENANCE SUP	101.4095.2200		51234	010074	P	989	00131
	132.45	*VENDOR TOTAL							
SHIFT TECHNOLOGIES INC 0617 SERVER LEASE	972.00	OTHER CONTRACTUAL SERVIC	101.4051.4070		51064			989	00133
PRINTER REPAIR	215.00	REPAIR & MAINTENANCE	101.4051.3700		51068			989	00132
	1,187.00	*VENDOR TOTAL							
SOUTHWAY GREENHOUSE FLWR BASKETS (15)-HL TRL	1,124.25	REPAIR & MAINTENANCE SUP	101.4552.2200		061917	028774	P	989	00134
ST CLOUD ACOUSTICS INC ACOUSTIC PANNELS-CHAMBER	9,460.00	CAPITAL EXPENDITURES	101.4094.5400		063017	020060	P	989	00136
ST CLOUD ACQUISITION COM SCBA CYLINDER HYDRO TEST	54.00	REPAIR & MAINTENANCE	101.4120.3700		1194369	028292	P	989	00135
ST CLOUD SPRINKLER CO. I SPRINKLER SYSTEM-LIBRARY	1,975.00	REPAIR & MAINTENANCE SUP	101.4095.2200		4937	028776	P	989	00137
STEARNS ELECTRIC ASSN 0617 ST LIGHT CR 6	15.95	PUBLIC UTILITY SERVICES	101.4217.3600		070617			989	00139
THEISEN/FRANK R 0614-061617 MILES LMC CF	192.60	TRAINING/TRAVEL/HOTEL	101.4011.3200		062617			989	00140
TWIN RIVER TIRE & AUTO I TIRES (4) REPL #100	356.96	REPAIR & MAINTENANCE SUP	101.4094.2200		G-259517	028782	P	989	00143
VEENSTRA/BRADLEY THOMAS 0617 CONST PHOTOS-PW FAC	120.00	CAPITAL EXPENDITURES	101.4212.5400		42513			989	00195

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VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
VERIZON WIRELESS SERVICE										
	0523-062217 CELLS PD	550.33	COMMUNICATIONS	101.4110.3100		9787997084			989	00144
	0523-062217 CELLS FD	16.83	COMMUNICATIONS	101.4120.3100		9787997084			989	00145
	0523-062217 CELLS PLAN	60.71	COMMUNICATIONS	101.4091.3100		9787997084			989	00146
	0523-062217 CELLS CL	60.71	COMMUNICATIONS	101.4051.3100		9787997084			989	00147
	0523-062217 CELLS PW	115.21	COMMUNICATIONS	101.4212.3100		9787997084			989	00148
	0523-062217 CELLS WTR	57.61	COMMUNICATIONS	703.4825.3100		9787997084			989	00149
	0523-062217 CELLS SWR	57.60	COMMUNICATIONS	709.4843.3100		9787997084			989	00150
	0523-062217 BBAND PW	35.00	COMMUNICATIONS	101.4212.3100		9787998821			989	00151
	0523-062217 BBAND WTR	17.51	COMMUNICATIONS	703.4825.3100		9787998821			989	00152
	0523-062217 BBAND SWR	17.51	COMMUNICATIONS	709.4843.3100		9787998821			989	00153
		989.02	*VENDOR TOTAL							
VIRNIG/KARLA										
	0614-061617 MILES LMC CF	169.06	TRAINING/TRAVEL/HOTEL	101.4051.3200		062117			989	00154
VISA										
	CHAINSAW BAR OIL/ETC-FD	21.07	REPAIR & MAINTENANCE SUP	101.4120.2200		063017	028293	P	989	00196
	409 CLEANER-FD	2.85	REPAIR & MAINTENANCE SUP	101.4120.2200		063017	028289	P	989	00197
	DRINKING WATER-15 CASES	52.35	OPERATING SUPPLIES	101.4120.2100		063017	028291	P	989	00198
	0617 BEACON FEE	1.00	MISC - DUES	101.4211.4010		063017			989	00199
	HOSE REEL-PW FAC	199.99	CAPITAL EXPENDITURES	101.4212.5400		063017	028685	P	989	00200
	PALLET JACK-PW FAC	189.99	CAPITAL EXPENDITURES	101.4212.5400		063017	028686	P	989	00201
	INK/FOLDERS/ETC-PW	76.88	REPAIR & MAINTENANCE SUP	101.4212.2200		063017	028688	P	989	00202
	SHIPPING-POWER TOOL	97.41	REPAIR & MAINTENANCE SUP	703.4824.2200		063017	028433	P	989	00203
	BIKE LOCK-COLD ST DOORS	6.43	REPAIR & MAINTENANCE SUP	101.4212.2200		063017	020062	P	989	00204
	MTR VALVES (2)-SPLASH PD	441.01	REPAIR & MAINTENANCE SUP	101.4554.2200		063017	028440	P	989	00205
	THROTTLE CABLE #455	83.41	REPAIR & MAINTENANCE SUP	101.4212.2200		063017	028753	P	989	00206
	LIGHT BAR #441	149.99	REPAIR & MAINTENANCE SUP	101.4212.2200		063017	028768	P	989	00207
	ADD'L LIGHT BAR #441	149.99	REPAIR & MAINTENANCE SUP	101.4212.2200		063017	028771	P	989	00208
	ASSORTED FLOWERS-PW FAC	103.68	BEAUTIFICATION PROJ SUPP	101.4552.2230		063017	028778	P	989	00209
	BASKETBALL NETS-LYONS PK	32.16	REPAIR & MAINTENANCE SUP	101.4552.2200		063017	028596	P	989	00210
	ACTUATOR-BBALL HOOP-LYON	150.00	REPAIR & MAINTENANCE SUP	101.4552.2200		063017	028779	P	989	00211
	SPEECHLIVE SOFTW (3MTHS)	779.40	TECHNOLOGY SERVICE CONTR	101.4110.4017		063017	000685	P	989	00212
	060717 PROPANE-SCEN TR	13.97	TRAINING/TRAVEL/HOTEL	101.4110.3200		063017	000713	P	989	00213
	060717 FOOD-SCEN TR	103.77	TRAINING/TRAVEL/HOTEL	101.4110.3200		063017	000706	P	989	00214
	061217 MEAL PATR DG C-JB	5.75	TRAINING/TRAVEL/HOTEL	101.4110.3200		063017			989	00215
	061317 MEAL PATR DG C-JB	11.50	TRAINING/TRAVEL/HOTEL	101.4110.3200		063017			989	00216
	0611-061317 HTL PATR-JB	218.80	TRAINING/TRAVEL/HOTEL	101.4110.3200		063017			989	00217
	SOCCER BIBS (120) GR/BL	230.00	COMMUNITY POLICING	101.4110.2140		063017	000705	P	989	00218
	ICE-SOCCER PROG	1.99	COMMUNITY POLICING	101.4110.2140		063017	000717	P	989	00219
	062117 FOOD-SCEN TR	71.36	TRAINING/TRAVEL/HOTEL	101.4110.3200		063017	000720	P	989	00220
	SHARPIE CD/DVD PERM MARK	15.82	OFFICE SUPPLIES/POSTAGE	101.4110.2000		063017	000716	P	989	00221
	RECHARGE BATT-CAMERA	42.94	INVESTIGATIVE SUPPLIES	101.4110.2150		063017	000722	P	989	00222
	BOX/SHIPPING/ETC-ID MAKER	95.06	OFFICE SUPPLIES/POSTAGE	101.4110.2000		063017	000727	P	989	00223
	EXT CORD 12'	7.38	OFFICE SUPPLIES/POSTAGE	101.4110.2000		063017	000726	P	989	00224
	060617 MEALS TYLER ONSIT	77.04	TRAINING/TRAVEL/HOTEL	101.4051.3200		063017			989	00230
	0517 SEASONAL HIRING AD	46.88	ADVERTISEMENTS	101.4212.3300		063017			989	00231
	0617 BEACON FEE-KV	1.00	MISC - DUES	101.4051.4010		063017			989	00232
	0617 BEACON FEE-SM	1.00	MISC - DUES	101.4140.4010		063017			989	00233
	061417 MEAL LMC CONF-SJ	7.49	TRAINING/TRAVEL/HOTEL	101.4051.3200		063017			989	00234

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VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
VISA	061417 MEAL LMC CONF-KV	5.34	TRAINING/TRAVEL/HOTEL	101.4051.3200		063017				
	061417 MEAL LMC CONF-SJ	41.42	TRAINING/TRAVEL/HOTEL	101.4051.3200		063017			989	00235
	061417 MEAL LMC CONF-KV	22.62	TRAINING/TRAVEL/HOTEL	101.4051.3200		063017			989	00236
	061417 MEAL LMC CONF-RM	10.50	TRAINING/TRAVEL/HOTEL	101.4021.3200		063017			989	00237
	061417 MEAL LMC CONF-ML	27.80	TRAINING/TRAVEL/HOTEL	101.4011.3200		063017			989	00238
	061417 MEAL LMC CONF-VS	10.50	TRAINING/TRAVEL/HOTEL	101.4011.3200		063017			989	00239
	061417 MEAL LMC CONF-CS	31.12	TRAINING/TRAVEL/HOTEL	101.4011.3200		063017			989	00240
	061417 MEAL LMC CONF-FT	33.05	TRAINING/TRAVEL/HOTEL	101.4011.3200		063017			989	00241
	061617 MEAL LMC CONF-KV	5.81	TRAINING/TRAVEL/HOTEL	101.4051.3200		063017			989	00242
	0517-061617 MS ONLINE CL	231.00	SERVICE CONTRACT	101.4051.4015		063017			989	00243
	0517-061617 MS ONLINE FD	99.00	SERVICE CONTRACT	101.4120.4015		063017			989	00244
	0517-061617 MS ONLINE BI	66.00	SERVICE CONTRACT	101.4140.4015		063017			989	00245
	0517-061617 MS ONLINE PW	165.00	SERVICE CONTRACT	101.4212.4015		063017			989	00246
	0517-061617 MS ONLINE WT	99.00	SERVICE CONTRACT	703.4825.4015		063017			989	00247
	0614-061617 HTL LMC C-SJ	294.08	TRAINING/TRAVEL/HOTEL	101.4051.3200		063017			989	00248
	0614-061617 HTL LMC C-CS	284.89	TRAINING/TRAVEL/HOTEL	101.4011.3200		063017			989	00249
	0614-061617 HTL LMC C-KV	294.08	TRAINING/TRAVEL/HOTEL	101.4051.3200		063017			989	00250
	0614-061617 HTL LMC C-FT	294.08	TRAINING/TRAVEL/HOTEL	101.4011.3200		063017			989	00251
	0614-061617 HTL LMC C-ML	275.70	TRAINING/TRAVEL/HOTEL	101.4011.3200		063017			989	00252
	0614-061617 HTL LMC C-VS	275.70	TRAINING/TRAVEL/HOTEL	101.4011.3200		063017			989	00253
	0614-061617 HTL LMC C-RM	294.08	TRAINING/TRAVEL/HOTEL	101.4021.3200		063017			989	00254
	0621-072017 ADOBE SUB-SJ	75.15	OTHER CONTRACTUAL SERVIC	101.4051.4070		063017			989	00255
	0621-072017 ADOBE SUB-MW	75.15	OTHER CONTRACTUAL SERVIC	101.4051.4070		063017			989	00256
	PC'S - PW	2,301.66	CAPITAL EXPENDITURES	101.4212.5400		063017			989	00257
	PC'S - WTR	2,301.66	CAPITAL EXPENDITURES	703.4825.5400		063017	028710	P	989	00258
		11,103.75	*VENDOR TOTAL			063017	028710	P	989	00259
WACOSA	DOCUMENT SHREDDING	224.91	MISC - DUES	101.4051.4010		13522				
WEST CENTRAL SANITATION	0617 REFUSE 1547 PICKUPS	26,076.15	OTHER CONTRACTUAL SERVIC	101.4223.4070		063017	028713	P	989	00155
WINDAHL TECHNOLOGY, LLC.	PC REP LABOR-LL	129.00	REPAIR & MAINT-TECHNOLOG	101.4110.3711		2152				
	PC REP PARTS-LL	24.99	REPAIR & MAINT-TECHNOLOG	101.4110.3711		2152	000719	P	989	00157
		153.99	*VENDOR TOTAL				000719	P	989	00158
XCEL ENERGY	0521-062017 GILLITZER	85.13	PUBLIC UTILITY SERVICES	101.4094.3600		551183297				
	0522-062117 GR OAK DRIVE	124.61	PUBLIC UTILITY SERVICES	101.4217.3600		551321985			989	00163
	0522-062117 WTR PLANT	7,159.25	PUBLIC UTILITY SERVICES	703.4822.3600		551639360			989	00161
	0524-062517 860 17 AVE S	27.66	PUBLIC UTILITY SERVICES	101.4217.3600		551729774			989	00164
	0604-070317 STR LIGHTS	6,890.77	PUBLIC UTILITY SERVICES	101.4217.3600		552728530			989	00162
	0520-062017 PW FACILITY	1,570.39	PUBLIC UTILITY SERVICES	101.4212.3600		552845244			989	00160
	0521-062017 WTR TOWERS	384.58	PUBLIC UTILITY SERVICES	703.4824.3600		552944045			989	00159
	0522-062117 SWR LIFT STS	320.05	PUBLIC UTILITY SERVICES	709.4841.3600		552944045			989	00165
	0522-062117 PARKS	2,088.32	PUBLIC UTILITY SERVICES	101.4552.3600		552944045			989	00166
	0522-062117 RIVERS EDGE	16.84	PUBLIC UTILITY SERVICES	101.4552.3600		552944045			989	00167
	0522-062117 BARTZ PK	12.18	PUBLIC UTILITY SERVICES	101.4552.3600		552944045			989	00168
									989	00169

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VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
XCEL ENERGY										
	0522-062117 GARAGES	791.91	PUBLIC UTILITY SERVICES	101.4212.3600		552944045			989	00170
	0522-062117 WELLHOUSES	104.98	PUBLIC UTILITY SERVICES	703.4822.3600		552944045			989	00171
	0522-062117 OLD WTR PLNT	97.02	PUBLIC UTILITY SERVICES	703.4822.3600		552944045			989	00172
	0522-062117 TRAFF SIGNAL	569.54	PUBLIC UTILITY SERVICES	101.4216.3600		552944045			989	00173
	0522-062117 CITY HALL	652.04	PUBLIC UTILITY SERVICES	101.4094.3600		552944045			989	00174
	0522-062117 CITY HALL	84.13	PUBLIC UTILITY SERVICES	101.4051.3600		552944045			989	00175
	0522-062117 CITY HALL	399.64	PUBLIC UTILITY SERVICES	101.4120.3600		552944045			989	00176
	0522-062117 CITY HALL	904.44	PUBLIC UTILITY SERVICES	101.4110.3600		552944045			989	00177
	0522-062117 CITY HALL	21.03	PUBLIC UTILITY SERVICES	101.4140.3600		552944045			989	00178
	0522-062117 CITY HALL	21.04	PUBLIC UTILITY SERVICES	703.4825.3600		552944045			989	00179
	0522-062117 CITY HALL	21.04	PUBLIC UTILITY SERVICES	709.4843.3600		552944045			989	00180
	0522-062117 LIBRARY	378.90	PUBLIC UTILITY SERVICES	101.4095.3600		552944045			989	00181
	0522-062117 STR LIGHTS	578.88	PUBLIC UTILITY SERVICES	101.4217.3600		552944045			989	00182
	0530-062717 810 3 ST N	8.60	PUBLIC UTILITY SERVICES	101.4217.3600		552944045			989	00183
	0522-062117 SPLASH PAD	1,616.24	PUBLIC UTILITY SERVICES	101.4554.3600		552944045			989	00184
	0521-062017 201 3 ST N	16.82	PUBLIC UTILITY SERVICES	101.4094.3600		552944045			989	00185
		24,946.03	*VENDOR TOTAL							
ZELLNER/JUD J										
	032717 MEAL-SEWER SCHOOL	20.90	TRAINING/TRAVEL/HOTEL	709.4843.3200		040417			989	00263
	032817 MEAL-SEWER SCHOOL	23.59	TRAINING/TRAVEL/HOTEL	709.4843.3200		040417			989	00264
	0327-032917 MILES-SWR SC	30.50	TRAINING/TRAVEL/HOTEL	709.4843.3200		040417			989	00265
		74.99	*VENDOR TOTAL							
360 RENTS, INC.										
	060517 SOIL COND RENT	145.00	RENTALS	101.4552.3800		667844	028693	P	989	00001

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Schedule of Bills

CITY OF WAITE PARK  
GL540R-V08.05 PAGE 10

VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
REPORT TOTALS:		817,722.72								

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Schedule of Bills

CITY OF WAITE PARK  
GL060S-V08.05 RECAPPAGE  
GL540R

FUND RECAP:

FUND	DESCRIPTION	DISBURSEMENTS
101	GENERAL FUND	
443	PUBLIC WORKS FACILITY	129,826.63
703	WATER FUND	671,447.11
709	SEWER FUND	13,742.68
715	STORMWATER FUND	2,687.32
		18.98
TOTAL ALL FUNDS		817,722.72

BANK RECAP:

BANK	NAME	DISBURSEMENTS
CHEK	PLAZA PARK BANK	817,722.72
TOTAL ALL BANKS		817,722.72

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

**Agenda Item No. 7**  
Issue: Administrator Update

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Updates will be presented at the time of the meeting.

ADJOURNMENT

Respectfully submitted,

Shaunna Johnson, Administrator

July 17, 2017