



WORK SESSION
5:30 P.M. Upper Level Conference Room

WAITE PARK CITY COUNCIL AGENDA
MONDAY, JUNE 26, 2017 - 6:30 P.M.

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

Review and approve, June 26, 2017 Council Agenda

1. Consent Agenda:

Recommended action: approval of following items

- A. Approve Council Minutes of June 5, 2017
- B. Approve Appointment of Jesse Willard to Fire Department
- C. Approve Optimist Club Gambling License at Grizzly's Wood Fire Grill - 137 2nd Avenue South

2. Public Hearing – Body Worn Cameras

3. Horizon Roofing Screening

4. Council/Mayor

A. Review and Approve Bills

5. Administrator

A. Update

ADJOURN

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

**PLEDGE OF ALLEGIANCE
OPEN FORUM**

Review and Approve June 26, 2017 City Council Agenda

Councilmember _____ moved that the Council Agenda for June 26, 2017 be approved as presented.

Councilmember _____ seconded the motion.
Motion (Approved) (Denied)

Agenda Item No. 1-Consent Agenda

1. Consent Agenda:

Recommended action: approval of following items

- A. Approve Council Minutes of June 5, 2017
- B. Approve Appointment of Jesse Willard to Fire Department
- C. Approve Optimist Club Gambling License at Grizzly's at 137 2nd Avenue South

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 5, 2017

A meeting of the Waite Park City Council was held at Waite Park City Hall on Monday, June 5, 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 Bentrud, Public Works Director Schluenz, Planning and Community Development Director Noerenberg, Attorney Hansmeier, SEH Engineer Wotzka

OTHERS PRESENT

There were no signatures on an attendance sheet.

OPEN FORUM

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

K-9 PROGRAM RECOGNITION OF DONORS

Chief of Police Bentrud recognized three area businesses for donations they have made to the K-9 Program. The three businesses recognized were Scheel's, Tactical Advantage and Granite City Pet Hospital. Chief of Police Bentrud, K-9 Officer Bigler and K-9 Parker presented Certificates of Appreciation to Chris Theisen of Scheel's, Jason Falconer of Tactical Advantage and Dr. Jeff Nelson of Granite City Pet Hospital.

COUNCIL AGENDA

Motion by Member Theisen, second by Member Schulz, to approve the 6/5/17 Council Agenda as amended.

- 1.H. (Add) Hiring of a Utility Operator and/or a Public Works Maintenance Worker
- 1.I. (Add) Resolution on Bonding Request for the Amphitheater Project

The motion carried unanimously.

1. CONSENT AGENDA

Motion by Member Schulz, second by Member Theisen, to approve the following 6/5/17 Consent Agenda items:

- 1.A. Approved Council Minutes of May 2, 2017
- 1.B. Approved Charter Franchise Agreement Renewal (**RESOLUTION NO. 060517-01**)
- 1.C. Approved Library Branch Agreement
- 1.D. Approved Master Partnership Contract with MnDOT (**RESOLUTION NO. 060517-02**)
- 1.E. Approved On-Sale Strong Beer License for Taqueria La Campechana LLC at 95 10th Avenue South
- 1.F. Approved Performance Measurement Resolution (**RESOLUTION NO. 060517-03**)
- 1.G. Approved Police Department's Application 2017 COPS Grant
- 1.H. Approved Hiring of a Utility Operator and/or a Public Works Maintenance Worker
- 1.I. Approved Resolution on Bonding Request for the Amphitheater Project (**RESOLUTION NO. 060517-04**)

The motion carried unanimously.

2. PLANS AND SPECIFICATIONS FOR THE 2017 CLOUD PARK AND 6TH AVENUE NORTH IMPROVEMENTS

This project includes the milling and filling of the bituminous on the streets of Cloud Park, curb, gutter, and sidewalk repairs, as well as new bituminous on 6th Avenue South from 2nd Street South to 3rd Street South, and an Alternate to edge mill and overlay 6th Avenue South from Division Street to First Street South. Plan Sheets and a Project Cost Estimate were presented. The estimated project costs are \$369,000. With contingency and engineering, the total estimated cost is \$453,000. The Capital Improvement Plan estimate is \$420,000. The estimated cost for the alternate is \$55,000. With contingency and engineering, the estimated total cost of the alternate is \$67,000. This gives an estimated total project cost of \$520,000. The section of 1st to Division will be held till next year. There was also discussion on doing some milling on Old Highway North Road. Staff is recommending approval of the Plans and Specifications and authorizing advertising for bids for the 2017 Cloud Park and 6th Avenue South Improvement project.

Motion by Member Schneider, second by Member Theisen, to approve the Plans and Specifications for the 2017 Cloud Park and 6th Avenue South Improvement project and the Old Highway North project as an alternative. The motion carried unanimously.

3. APPROVE PLANS AND SPECIFICATIONS FOR WELL #6 (CONTRACT "A") AND WELL #6 WATER UTILITIES AND SITE IMPROVEMENTS (CONTRACT "B") AND AUTHORIZE ADVERTISING FOR BIDS

Jeff Ledin from SEH presented the Plans and Specifications for Well #6, which includes Contract "A" for the construction of a new well and appurtenances and Contract "B" which includes the site piping, meter vault and electrical controls for the well. The estimated project costs are \$350,000 with a contingency of \$50,000. It was determined that a water treatment skid will be needed, with an estimated cost of \$30,000. Well #3 is old and only used for emergencies. Well #4 and #5 are pumping 1500 gallons per minute. Both Wells #4 and #5 are needed on peak use days. If something happened to Well #4 or #5, another well is needed for use since Well #3 is old. Well #3 will also have all the gears taken out and abandoned, with an estimated cost of \$20,000. Well #6 is being proposed as a replacement for Well #3. Well #6 will be about 100 feet deep and pump up to 1500 gallons per minute. The site will also be cleaned up on terms of electrical. Well #1 and #3 will have their wiring removed. Additional electrical and communications work and extra site piping are also proposed with a cost estimate of \$40,000 each. Discussion was held on abandoning Well #3 and the electrical being installed for Well #6. Staff is recommending to approve the plans and specifications for Well # 6, Contracts A and B, and authorize advertising for bids.

Motion by Member Theisen, second by Member Schulz, to approve the plans and specifications for Well #6, Contracts A and B, and authorize advertising for bids as presented. The motion carried unanimously.

4. PUBLIC COMMENT ON PURCHASE AND IMPLEMENTATION OF BODY WORN CAMERA (PORTABLE RECORDING SYSTEM) PROGRAM AND PROPOSED POLICY

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

4. PUBLIC COMMENT ON PURCHASE AND IMPLEMENTATION OF BODY WORN CAMERA (PORTABLE RECORDING SYSTEM) PROGRAM AND PROPOSED POLICY (Cont'd.)

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 was to give the public an 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 was presented and discussion was held on the data being classified as private data from the body cameras. There will be the ability to redact data also. In addition, a copy of the proposed policy will be available on the City's website at www.ci.waitepark.mn.us. The public will have an opportunity to provide the City with comments online. Comments can also be mailed or emailed to the City as well. The City's mailing address is City of Waite Park Attn: Shaunna Johnson, 19 13th Avenue North Waite Park, MN 56387. The email address to send comments to is Shaunna.Johnson@ci.waitepark.mn.us.

The plan moving forward will be to meet with Police Department Personnel on June 20th to discuss the BWC Program and the Policy. Staff will have a copy of the policy ahead of time to provide them with an opportunity to review and comment. 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 City will review all the comments provided by the public and the staff and will consider them as part of the final draft of the BWC Program and Policy. On June 26th, the Council will hold a public hearing to give the public an additional opportunity to provide any feedback on the BWC and the BWC Policy. At the meeting on the June 26th, the Council will have an opportunity to decide whether they want to move forward with the implementation of the BWC program and could also consider the BWC policy as well.

5. ORDINANCE #70 ALCOHOLIC BEVERAGES

The MN Legislature has passed a law now allowing off-sale license holders to sell intoxicating liquor on Sundays. Because of this, we are required to amend Ordinance 70 – Alcoholic Beverages to remove the ban of Off-Sale Sunday Liquor sales. The hours the State enacted for Sunday sales is 11:00 a.m. to 6:00 p.m., but the City can be more restrictive on these hours if we choose. Another part of the amendment is that no delivery, order solicitation or merchandising to an off-sale licensee may be made by a wholesaler on a Sunday. Presented was a proposed Amendment to Ordinance 70, along with a Summary Publication and the MN Legislature's statutory references. Staff's recommendation is to approve the Amendment to Ordinance #70 – Alcoholic Beverages and Summary Publication.

Motion by Member Schneider, second by Member Theisen, to approve the Amendment to Ordinance 70 and Summary Publication as presented. The motion carried unanimously.

6. COUNCIL/MAYOR

6.A. REVIEW AND APPROVE BILLS

Motion by Member Schneider, second by Member Theisen, to authorize payment of the accounts payable list (0317M1, 0517D1, 0517D2, 0517D3). The motion carried unanimously.

7. ADMINISTRATOR
7.A. CITY HALL SIGNAGE

The City has been considering placing signage at city hall that incorporates our new logo. Presented was a copy of the proposed signage that would be placed on the colonnade outside the front entryway of city hall, which included the City's logo and name twice on the colonnade. The estimated cost of the signage from Scenic Signs is \$10,890. The electrical would be an extra cost. The cost of the signs can be paid out of reserves if the Council desires to move forward with the signage. Discussion was held on having backlighting at night and only having the name only once on the colonnade, which would be centered with the logo on each side of the name.

Motion by Member Theisen, second by Member Schulz, to approve the proposed signage for city hall with the name being place on the colonnade once with the City's logo on each side of the name. The motion carried unanimously.

7.B. UPDATE

City Administrator Johnson reviewed the following:

- Tomorrow, June 6, 2017, construction will start on the Council Chambers. The next couple of meetings are proposed to be held on June 26, 2017 and July 17, 2017. Meetings during construction will be held in the Lower Level Conference Room at City Hall.
- Next week is the League of Minnesota Cities Conference.
- Waite Park Family Fun Fest is next week.

ADJOURNMENT

Mayor Miller declared the meeting adjourned at 7:10 p.m.

Richard E. Miller
Mayor

Shaunna Johnson
City Administrator

Consent Agenda Item B: Appointment of Jesse Willard to Fire Department

The Fire Department hiring committee has interviewed Jesse Willard and is recommending appointing him to the Fire Department.

Consent Agenda Item C: Optimist Club Gambling License at Grizzly's at 137 2nd Street South

Attached for approval, Gambling Premise & Permit Application License for Optimist Club of St Cloud. Premises to be Grizzly's Wood Fired Grill, located at 137 2nd Ave S, Waite Park, MN 56387. No other gambling license is currently held in this location. Optimist Club of St Cloud's Gambling Managers criminal background check came back approved for licensing and all fees have been paid in full.

**RESOLUTION NO. 062617-
CITY OF WAITE PARK**

**RESOLUTION APPROVING PREMISES PERMIT FOR OPTIMIST CLUB OF
ST CLOUD**

WHEREAS, Optimist Club of St Cloud has applied for a Gambling Premise Permit; and

WHEREAS, the Gambling Premise will be located at Grizzly's Woodfired Grill, 137 2nd Ave S, Waite Park, MN 56387 and St Cloud Youth Hockey Association Gambling Premise Permit has been removed.

THEREFORE, BE IT RESOLVED that the City of Waite Park, Stearns County, Minnesota does hereby approve gambling premises for Grizzly's Woodfired Grill, 137 2nd Ave S, Waite Park, MN 56387.

Adopted by the Council this 26th day of June, 2017.

Shaunna Johnson
City Administrator-Clerk-Treasurer

Richard E. Miller
Mayor

ACTION ON THIS RESOLUTION:

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

I hereby certify that the foregoing is a true and correct copy of a resolution adopted by the Waite Park City Council at a duly authorized meeting held on 06/26/2017.

Shaunna Johnson
City Administrator-Clerk-Treasurer

MINNESOTA LAWFUL GAMBLING
LG214 Premises Permit Application

Annual Fee \$150 (NON-REFUNDABLE)

REQUIRED ATTACHMENTS TO LG214

1. If the premises is leased, attach a copy of your lease. Use **LG215 Lease for Lawful Gambling Activity**.
2. \$150 annual premises permit fee, for each permit (non-refundable). Make check payable to "**State of Minnesota**."

Mail the application and required attachments to:

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

Questions? Call 651-539-1900 and ask for Licensing.

ORGANIZATION INFORMATION

Organization Name: Optimist Club of St Cloud License Number: _____

Chief Executive Officer (CEO) Tom Seamans Daytime Phone: _____

Gambling Manager: Mark Emerson Daytime Phone: _____

GAMBLING PREMISES INFORMATION

Current name of site where gambling will be conducted: Grizzly's Woodfired Grill

List any previous names for this location:

Street address where premises is located: 137 South 2nd Avenue
(Do not use a P.O. box number or mailing address.)

City: OR Township: _____	County: _____	Zip Code: _____
<u>Waite Park</u>	<u>Stearns</u>	<u>56387</u>

Does your organization own the building where the gambling will be conducted?
 Yes No **If no, attach LG215 Lease for Lawful Gambling Activity.**

A lease is not required if only a raffle will be conducted.

Is any other organization conducting gambling at this site? Yes No Don't know

Note: Bar bingo can only be conducted at a site where another form of lawful gambling is being conducted by the applying organization or another permitted organization. Electronic games can only be conducted at a site where paper pull-tabs are played.

Has your organization previously conducted gambling at this site? Yes No Don't know

GAMBLING BANK ACCOUNT INFORMATION; MUST BE IN MINNESOTA

Bank Name: _____ Bank Account Number: _____

Bank Street Address: _____ City: St Cloud State: **MN** Zip Code: 56301

ALL TEMPORARY AND PERMANENT OFF-SITE STORAGE SPACES

Address (Do not use a P.O. box number):	City:	State:	Zip Code:
<u>134 9th Avenue SE</u>	<u>St Joseph</u>	MN	<u>56374</u>
_____	_____	MN	_____
_____	_____	MN	_____

ACKNOWLEDGMENT BY LOCAL UNIT OF GOVERNMENT: APPROVAL BY RESOLUTION

**CITY APPROVAL
for a gambling premises
located within city limits**

**COUNTY APPROVAL
for a gambling premises
located in a township**

City Name: _____

County Name: _____

Date Approved by City Council: _____

Date Approved by County Board: _____

Resolution Number: _____
(If none, attach meeting minutes.)

Resolution Number: _____
(If none, attach meeting minutes.)

Signature of City Personnel: _____

Signature of County Personnel: _____

Title: _____ Date Signed: _____

Title: _____ Date Signed: _____

**Local unit of government
must sign.**

TOWNSHIP NAME: _____

Complete below only if required by the county.
On behalf of the township, I acknowledge that the organization is applying to conduct gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minnesota Statutes 349.213, Subd. 2.)

Print Township Name: _____

Signature of Township Officer: _____

Title: _____ Date Signed: _____

ACKNOWLEDGMENT AND OATH

- | | |
|--|---|
| <ol style="list-style-type: none"> 1. I hereby consent that local law enforcement officers, the Board or its agents, and the commissioners of revenue or public safety and their agents may enter and inspect the premises. 2. The Board and its agents, and the commissioners of revenue and public safety and their agents, are authorized to inspect the bank records of the gambling account whenever necessary to fulfill requirements of current gambling rules and law. 3. I have read this application and all information submitted to the Board is true, accurate, and complete. 4. All required information has been fully disclosed. 5. I am the chief executive officer of the organization. | <ol style="list-style-type: none"> 6. I assume full responsibility for the fair and lawful operation of all activities to be conducted. 7. I will familiarize myself with the laws of Minnesota governing lawful gambling and rules of the Board and agree, if licensed, to abide by those laws and rules, including amendments to them. 8. Any changes in application information will be submitted to the Board no later than ten days after the change has taken effect. 9. I understand that failure to provide required information or providing false or misleading information may result in the denial or revocation of the license. 10. I understand the fee is non-refundable regardless of license approval/denial. |
|--|---|

 THOMAS A. SEAMAN

June 8, 2017

Signature of Chief Executive Officer (designee may not sign)

Date

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process your organization's application. Your organization's name and address will be public

information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to: Board members, Board staff whose work requires access to the information;

Minnesota's Department of Public Safety, Attorney General, Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

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

MINNESOTA LAWFUL GAMBLING
LG215 Lease for Lawful Gambling Activity

LEASE INFORMATION

Organization: Optimist Club of St Cloud	License/Site Number:	Daytime Phone:
Address: PO Box 942	City: St Cloud	State: Zip: MN 56302
Name of Leased Premises: Grizzly's Woodfired Grill	Street Address: 137 South 2nd Avenue	
City: Waite Park	State: Zip: MN 56387	Daytime Phone: 320-253-4092
Name of Legal Owner: Letnes Restaurant Group	Business/Street Address: 137 131 South 2nd Avenue	
City: Waite Park	State: Zip: MN 56387	Daytime Phone: 320-259-0589
Name of Lessor (if same as legal owner, write "SAME"): SAME	Address:	
City:	State: Zip:	Daytime Phone:

Check applicable item:
 New or amended lease. Effective date: 07/01/2017. Submit changes at least ten days **before** the effective date of the change.
 New owner. Effective date: _____. Submit new lease **within** ten days after new lessor assumes ownership.

CHECK ALL ACTIVITY THAT WILL BE CONDUCTED (no lease required for raffles)

<input checked="" type="checkbox"/> Pull-Tabs (paper)	<input checked="" type="checkbox"/> Electronic Pull-Tabs
<input type="checkbox"/> Pull-Tabs (paper) with dispensing device	<input type="checkbox"/> Electronic Linked Bingo
<input type="checkbox"/> Bar Bingo <input type="checkbox"/> Bingo	Electronic games may only be conducted:
<input type="checkbox"/> Tipboards	1. at a premises licensed for the on-sale of intoxicating liquor or the on-sale of 3.2% malt beverages; or
<input type="checkbox"/> Paddlewheel <input type="checkbox"/> Paddlewheel with table	2. at a premises where bingo is conducted as the primary business and has a seating capacity of at least 100.

PULL-TAB, TIPBOARD, AND PADDLEWHEEL RENT (separate rent for booth and bar ops)

BOOTH OPERATION: Some or all sales of gambling equipment are conducted by an employee/volunteer of a licensed organization at the leased premises.

ALL GAMES, including electronic games: Monthly rent to be paid: _____%, not to exceed **10%** of gross profits for that month.
 • Total rent paid from all organizations for only booth operations at the leased premises **may not exceed \$1,750.**
 • The rent cap does not include BAR OPERATION rent for electronic games conducted by the lessor.

BAR OPERATION: All sales of gambling equipment conducted by the lessor or lessor's employee.

ELECTRONIC GAMES: Monthly rent to be paid: 15%, not to exceed **15%** of the gross profits for that month from electronic pull-tab games and electronic linked bingo games.

ALL OTHER GAMES: Monthly rent to be paid: 20%, not to exceed **20%** of gross profits from all other forms of lawful gambling.
 • If any booth sales conducted by a licensed organization at the premises, rent may not exceed **10%** of gross profits for that month and is subject to booth operation **\$1,750** cap.

BINGO RENT (for leased premises where bingo is the primary business conducted, such as bingo hall)

Bingo rent is limited to one of the following:

- Rent to be paid: _____%, not to exceed **10%** of the monthly gross profit from all lawful gambling activities held during bingo occasions, excluding bar bingo.
- OR -
- Rate to be paid: \$ _____ per square foot, not to exceed 110% of a comparable cost per square foot for leased space, as approved by the director of the Gambling Control Board. The lessor must attach documentation, verified by the organization, to confirm the comparable rate and all applicable costs to be paid by the organization to the lessor.
 - ⇒ **Rent may not be paid for bar bingo.**
 - ⇒ Bar bingo does not include bingo games linked to other permitted premises.

LEASE TERMINATION CLAUSE (must be completed)

The lease may be terminated by either party with a written 30 day notice. Other terms:

LG215 Lease for Lawful Gambling Activity

Lease Term: The term of this agreement will be concurrent with the premises permit issued by the Gambling Control Board (Board).

Management: The owner of the premises or the lessor will not manage the conduct of lawful gambling at the premises. The organization may not conduct any activity on behalf of the lessor on the leased premises.

Participation as Players Prohibited: The lessor will not participate directly or indirectly as a player in any lawful gambling conducted on the premises. The lessor's immediate family and any agents or gambling employees of the lessor will not participate as players in the conduct of lawful gambling on the premises, except as authorized by Minnesota Statutes, Section 349.181.

Illegal Gambling: The lessor is aware of the prohibition against illegal gambling in Minnesota Statutes 609.75, and the penalties for illegal gambling violations in Minnesota Rules 7865.0220, Subpart 3. In addition, the Board may authorize the organization to withhold rent for a period of up to 90 days if the Board determines that illegal gambling occurred on the premises or that the lessor or its employees participated in the illegal gambling or knew of the gambling and did not take prompt action to stop the gambling. Continued tenancy of the organization is authorized without payment of rent during the time period determined by the Board for violations of this provision, as authorized by Minnesota Statutes, Section 349.18, Subd. 1(a).

To the best of the lessor's knowledge, the lessor affirms that any and all games or devices located on the premises are not being used, and are not capable of being used, in a manner that violates the prohibitions against illegal gambling in Minnesota Statutes, Section 609.75.

Notwithstanding Minnesota Rules 7865.0220, Subpart 3, an organization must continue making rent payments under the terms of this lease, if the organization or its agents are found to be solely responsible for any illegal gambling, conducted at this site, that is prohibited by Minnesota Rules 7861.0260, Subpart 1, item H, or Minnesota Statutes, Section 609.75, unless the organization's agents responsible for the illegal gambling activity are also agents or employees of the lessor.

The lessor must not modify or terminate the lease in whole or in part because the organization reported, to a state or local law enforcement authority or to the Board, the conduct of illegal gambling activity at this site in which the organization did not participate.

Other Prohibitions: The lessor will not impose restrictions on the organization with respect to providers (distributor or linked bingo game provider) of gambling-related equipment and services or in the use of net profits for lawful purposes.

The lessor, the lessor's immediate family, any person residing in the same residence as the lessor, and any agents or employees of the lessor will not require the organization to perform any action that would violate statute or rule. The lessor must not modify or terminate this lease in whole or in part due to the lessor's violation of this provision. If there is a dispute as to whether a violation occurred, the lease will remain in effect pending a final determination by the Compliance Review Group (CRG) of the Board. The lessor agrees to arbitration when a violation of this provision is alleged. The arbitrator shall be the CRG.

Access to Permitted Premises: Consent is given to the Board and its agents, the commissioners of revenue and public safety and their agents, and law enforcement personnel to enter and inspect the permitted premises at any reasonable time during the business hours of the lessor. The organization has access to the premises during any time reasonable and when necessary for the conduct of lawful gambling.

Lessor Records: The lessor must maintain a record of all money received from the organization, and make the record available to the Board and its agents, and the commissioners of revenue and public safety and their agents upon demand. The record must be maintained for 3-1/2 years.

Rent All-Inclusive: Amounts paid as rent by the organization to the lessor are all-inclusive. No other services or expenses provided or contracted by the lessor may be paid by the organization, including but not limited to:

- trash removal
- electricity, heat
- snow removal
- storage
- janitorial and cleaning services
- other utilities or services
- lawn services
- security, security monitoring
- cost of any communication network or service required to conduct electronic pull-tabs games or electronic bingo
- in the case of bar operations, cash shortages.

Any other expenditures made by an organization that is related to a leased premises must be approved by the director of the Board. Rent payments may not be made to an individual.

ACKNOWLEDGMENT OF LEASE TERMS

I affirm that this lease is the total and only agreement between the lessor and the organization, and that all obligations and agreements are contained in or attached to this lease and are subject to the approval of the director of the Gambling Control Board.

Other terms of the lease:

Signature of Lessor:	Date:	Signature of Organization Official (Lessee):	Date:
<i>Kassie Ascherman</i>	<i>6/8/17</i>	<i>Mark Emerson</i>	<i>6/8/17</i>

Print Name and Title of Lessor:	Print Name and Title of Lessee:
<i>KASSIE Ascherman</i> <i>Asst. Mgr</i>	<i>Mark Emerson</i> <i>gambling mgr.</i>

Questions? Contact the Licensing Section, Gambling Control Board, at 651-539-1900. This publication will be made available in alternative format (i.e. large print, braille) upon request. **Data privacy notice:** The information requested on this form and any attachments will become public information when received by the Board, and will be used to determine your compliance with Minnesota statutes and rules governing lawful gambling activities.

Mail or fax lease to:
 Minnesota Gambling Control Board
 1711 W. County Road B, Suite 300 South
 Roseville, MN 55113
 Fax: 651-639-4032

Agenda Item No. 2

Issue: Public Hearing – Body Worn Cameras

BACKGROUND:

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.

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 17th for consideration.

PUBLIC HEARING

READ PUBLIC HEARING NOTICE

Public Hearing opened at _____

Council member _____ moved to close the public hearing.

Council member _____ seconded the motion.

Public Hearing closed at _____

REQUIRED ACTION:

No action is required. Staff can present and summarize the BWC Program and its Proposed Policy. The Council should then give the public an opportunity to speak.

Agenda Item No. 3

Issue: Clarification of Intent for Screening – Horizon Roofing and Verizon Wireless Tower

BACKGROUND

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 13th, 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.

REQUIRED ACTION

1. Discuss the issues at hand and provide feedback/decision and, if needed, guidance to staff regarding screening and/or property cleanup.
2. 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 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.

SUGGESTED MOTION

Councilmember _____ moved to recommend the following clarifications for screening plans for Horizon Roofing and the associated Conditional Use Permit for Verizon Wireless Tower _____

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)



19 - 13th Avenue North
PO Box 339
Waite Park MN 56387-0339

(320) 252-6822 Phone • (320) 252-6955 Fax
Email: city.hall@ci.waitepark.mn.us
Website: www.ci.waitepark.mn.us

PUBLIC HEARING NOTICE

Please take notice that the Waite Park Planning Commission will hold a public hearing on the 14th day of October, 2014 at 6:30 pm, or soon thereafter, at Waite Park City Hall located at 19 13th Avenue North, Waite Park, Minnesota, to consider a Conditional Use Permit to construct a monopole tower at 2150 County Road 137. All interested persons are encouraged to attend or send written comments.

Dated: October 1, 2014



Sheila Mockros
Building/Planning Assistant

Publish: October 4, 2014



Buell Consulting, Inc.
1360 Energy Park Drive, Suite 210
Saint Paul, Minnesota 55108
(651) 225-0792
www.buellconsulting.com

September 23, 2014

Site Acquisition
Permitting
Established 1991

City of Wait Park
19- 13th Avenue North
Waite Park, MN 56387

Re: Verizon Wireless (VAW) LLC d/b/a Verizon Wireless CUP and Variance Application

Dear Mr. Barber,
Buell Consulting Inc. is working on behalf of Missouri Valley Cellular Inc. d/b/a Verizon Wireless and the D&G LLC to perform site acquisition services, which includes leasing, zoning and permitting. The proposed installation in an (I-1) Light Industrial Zoning District located at:

Verizon Wireless is requesting approval for construction of a 129'AGL monopole at: 2010 CR 137, Waite Park, MN 56387.

Verizon Wireless proposes to construct a monopole tower (overall height of 129'AGL, including lightning rod) and proposes to install the antennas at a centerline height of 116' AGL and install a brown, stone aggregate, equipment shelter (11'6" wide, 30' long and 10' 5" tall) which shall be located within a 40' X 60' lease area.

The proposed Verizon Wireless (VAW) LLC d/b/a Verizon Wireless site is needed for the expansion of the Verizon Wireless network throughout the Midwest Region. Verizon Wireless, like other wireless providers in the community, continually strives to improve the quality and coverage of their service areas by adding additional communication facilities where they currently have little or no wireless coverage to meet increased demand from their customers.

Property Owners: D &G, LLC, a Minnesota limited liability company with its principal offices located at: 17503 Fisher Road, Cold Spring, Minnesota 56320
Parcel Identification #: 98.60824.0240

Proposed Site Address: 2010 CR 137 Waite Park, MN 56387

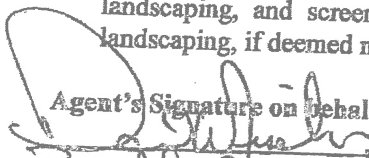
Applicant Info: Verizon Wireless (VAW) LLC d/b/a: Verizon Wireless

Applicant's Agent:

David W. Fischer
Site Development Agent on behalf of Verizon Wireless
Buell Consulting, Inc.
1360 Energy Park Drive, Suite 210
Saint Paul, MN 55108
Office: 651-225-0784
Mobile: 612-366-8944
Fax: 651-225-0795
dfischer@buellconsulting.com

Applicant's Address: One Verizon Way, Mail Stop 4AW100, Basking Ridge, New Jersey 07920

1. **Legal Description of land affected by the application:** Lot 1, 2, 3, Block 1 Scepaniak Addition
2. **Present zoning of above described property:** (I-1) Industrial
3. **Application made for Conditional Use Permit to Conduct:** Verizon Wireless proposal to install an unmanned wireless communications facility (129' AGL monopole and 12' X 30' equipment shelter within a 40' X 60' lease area) to accommodate Verizon Wireless and two future wireless provider's antennas on the Verizon Wireless proposed tower.
4. **Is the proposed use compatible with present and future land use (s) of the Area? Please Explain:** Yes, the proposed tower is located within an Industrial Zoning District and compatible with the present and future land uses.
5. **Will the proposed use depreciate the area in which it is proposed? Please explain.** No, in fact the improved wireless communications and public safety communications would be an improvement to the area.
6. **Can the proposed use be accommodated by existing City services (utility/facility capacity): Please explain:** Any Wireless customers of Verizon Wireless or any future wireless provider located on the tower (IE: T-Mobile, Sprint or AT&T), including public safety communication users such as the Waite Park Police and Fire can benefit from the proposed installation as well.
7. **Are local streets capable of handling traffic which is generated by the proposed use? Please Explain:** Yes, The proposed is an unmanned facility. Most of the monitoring can be done remotely. If a technician does visit the site is typically two times or less a month, therefore there will be little traffic impact to the site.
8. **Attach to this application are construction drawings including a site plan illustrating curb cut locations, access a public street, location of buildings and their square footage, location of easements, parking, utilities and sidewalks.**
9. **Attach additional information required by City (may include):** proof of ownership, landscaping, and screening plans. The applicant is willing to consider any required landscaping, if deemed necessary by the City.

Agent's Signature on behalf of Applicant & Owner:

Date: 9/23/14
Buell Consulting Inc.
Verizon Wireless FCC License.

The proposed Verizon Wireless communications services will not interfere with any public safety communications. First and foremost, interference issues are the providence and domain of the Federal Communications Commission. Licensees of the FCC, as a part of the issuance of a license and compliance with FCC rules and regulations are not allowed to interfere with other licensees whose frequencies are under the jurisdiction of the FCC.

CONCLUSION

As indicated above, the establishment of this telecommunication facility will not be detrimental to the public health, safety or welfare of persons residing or working in the neighborhood, or be materially injurious to the neighborhood, or the general welfare of the City of Waite Park and Stearns County. The proposed facility will not place any burden on traffic, nor will it result in objectionable levels of noise, odor, dust or dirt.

The proposed facility will be an important link to the Verizon Wireless communications infrastructure. Individuals and businesses will be able to access wireless communications to operate and expand their businesses, provide personal convenience or to strengthen personal safety and the ability to communicate on demand with business, government, family and friends.

In addition, the frequencies used are well below the threshold and within the parameters established by the FCC. The proposed Verizon Wireless facility will not interfere with any police, fire or emergency communications or nearby televisions or radios due to the separation in the frequency ranges used by Verizon Wireless and from those used by other communication devices. The FCC controls and regulates the operation of all the telecommunication equipment and devices to be used at this proposed facility. The proposed facility will conform to all FCC standards and regulations.

Respectfully,



David W. Fischer
Site Development Agent on behalf of Verizon Wireless
Buell Consulting, Inc.
1360 Energy Park Drive, Suite 210
Saint Paul, MN 55108
Office: 651-225-0784
Mobile: 612-366-8944
dfischer@buellconsulting.com

Report of Title

5020 BRING TO DATE

This Report of Title is for informational purposes only and is not to be considered as a commitment to issue any form of title insurance policy. The report is for the use and benefit of the addressee only, and liability is hereby limited to the amount of \$25,000.

US TITLE SOLUTIONS FILE NO.49157-MN1408-5020
REFERENCE NO. STC Prospector-updt SITE NAME 65302.301921

PREPARED FOR:

Moss & Barnett
Michelle Harren
90 South 7th Street
Minneapolis, MN 55402

PREMISES:

2010 CR-137, Waite Park, MN
Parcel See comments

COUNTY:

Stearns

REPORT OF TITLE

1 DATE OF THIS REPORT 8/29/2014

EXAMINED THRU 8/25/2014

2 THE ESTATE OR INTEREST IN THE LAND DESCRIBED OR REFERRED TO IN THIS REPORT IS:

Fee Simple

3 TITLE TO SAID ESTATE OR INTEREST IN THE LAND DESCRIBED OR REFERRED TO IN THIS REPORT IS AT THE EFFECTIVE DATE HEREOF VESTED IN:

D & G, LLC, a Minnesota limited liability company

SOURCE OF TITLE:

Quit Claim Deed made by Daniel M. Scepaniak, Trustee of the Daniel M. Scepaniak Revocable Trust created under trust instrument dated May 30, 1990 and Gregg J. Scepaniak and Denise A. Scepaniak, husband and wife dated Nov 13, 2013 recorded on Nov 15, 2013 in instrument no. A1411828.

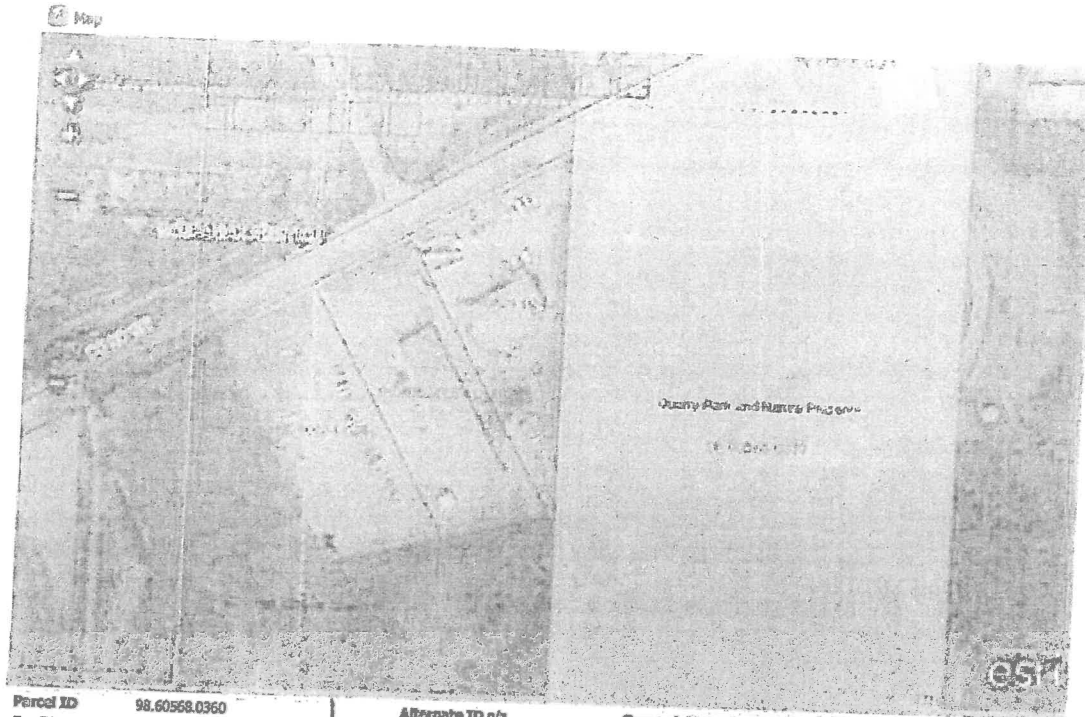
4 THE LAND REFERRED TO IN THIS REPORT IS DESCRIBED AS FOLLOWS:

Lots 1, 2, and 3, Block 1, Scepaniak Addition.

TAX SEARCH

1. TAX ID :98.60824.0240
Period :2014 Payment Status: Current
Tax Amount : \$3,936.00

1. TAX ID :98.60824.0241
Period :2014 Payment Status: Current
Tax Amount : \$23,088.00



Parcel ID	98.60568.0360	Alternate ID	n/a	Owner Address	ROBERT C & HELEN K TRISKO
Sec/Twp/Rng	19-124-28	Class	n/a		1501 COUNTY ROAD 137
Property Address		Acres	29.87		WAITE PARK MN 56387-2041
District	9803 WAITE PARK 742				
Brief Tax Description	29.67 A. FT OF SE4 DAF: COMM AT SW COR OF SE4 - E 948.07 TO POB - N 2186.03' - N61D E 225' S27D E 460.14' - N77D E 381.78' - S 308.29' - N89D W 167.50' - S 1667.51' TO S LN OF SE4 - W 617.55 TO POB LESS S 115.50' OF E 247.50' OF W 1287' OF SE4				

(Note: Not to be used on legal documents)

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

Last Data Upload: 10/6/2014 1:04:14 AM

*approx
location of tower being proposed*

Conditional Use Permit

Findings of Facts to be considered

Below are the findings of facts that would apply to the particular use at the proposed location when considering a conditional use permit.

1. Will not be detrimental to or endanger the public health, safety, morals, comfort, convenience or general welfare of the neighborhood or the City. (Yes) (No)
2. Will be harmonious with the applicable specific and general objectives of the Comprehensive Plan of the City and this Ordinance. (Yes) (No)
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. (Yes) (No)
4. Will not be hazardous or disturbing to existing or future neighboring uses. (Yes) (No)
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. (Yes) (No)
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. (Yes) (No)
7. Will not involve used, 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. (Yes) (No)
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 thorough-fares. (Yes) (No)
9. Will have adequate facilities to provide sufficient off-street parking and loading space to serve the proposed use. (Yes) (No)
10. Will not result in the destruction, loss or damage of a natural, scenic, or historic feature of major importance. (Yes) (No)
11. Will conform to the type of uses that are generally permitted within the district. (Yes) (No)

PLANNING COMMISSION MEETING FOR THE CITY OF WAITE PARK

The Waite Park Planning Commission met on Tuesday, October 14, 2014 at 6:30 pm.

The meeting was called to order by Acting Chair Jansky in the absence of Chair Schulz beginning with the Pledge of Allegiance.

Members Present: Tim Jansky, Bonnie Hermanutz, Bob Zabinski and Jeff Blair.

Others Present: Shaunna Johnson, Administrator, Sheila Mockros, Secretary, Brian Alsaker, Bob and Helen Trisko, Tom Lies and Chris Sis

Commissioner Hermanutz made a motion which was seconded by Commissioner Zabinski to accept the agenda as presented. Motion carried.

Commissioner Zabinski made a motion to approve the minutes of July 8, 2014, with a correction, which was seconded by Commissioner Blair. Motion carried.

Commissioner Blair made a motion to approve the minutes of August 19, 2014, as presented, which was seconded by Commissioner Hermanutz. Motion carried.

Public Hearing: Conditional Use Permit Request for Verizon Wireless to construct a monopole tower at 2150 County Road 137

The Public Hearing Notice was read and the hearing opened at 6:33 p .m.

Administrator Johnson stated that we have received a request to construct a 129 foot monopole tower along with an equipment building, which will be at the base of the tower. City Ordinance 55 entitled Telecommunication Freestanding Tower Regulations requires that Commercial towers are permitted pursuant to a conditional use permit being granted.

The property being considered for erection of this tower is zoned as I-1, Light Industrial and the future land use map also shows this area as I-1 Light Industrial. The tower being proposed is 120 feet in height, not including the 9 foot lighting rod at the top. A tower of this height is required to make accommodations for at least one additional user.

With a tower of this height, the minimum setback from the property line is 20 feet. It must also be a minimum of 300 feet from any property zoned for residential use. At the base of the tower is an equipment structure which is approximately 12' x 30'. The tower meets the required setback from the property line of 20 feet and the equipment structure setback of a minimum of 10 from the side yard.

The ordinance requires that as a condition to approving a commercial tower, landscaping and screening to improve the aesthetic appearance of the tower's base and accessory building are required. As of this time, no details have been submitted as to how the required landscaping and screening is proposed to be handled. An 8 to 10 foot high aesthetically acceptable fence is also required around the building and the tower to prevent unauthorized entry. A fence is noted and shown on the plans but no detail as to type of fencing or height.

There are two new access/right-of-way easements noted on the plan. One is a 20 foot wide access from the street to the tower area and the other is a 16-foot wide utility easement along the westerly most portion of the lot. No documentation has been submitted showing that these easements have been

October 14, 2014

provided for or recorded. These easements should be recorded with the County so that should development take place in the future, the easements will be identified.

There are a number of issues dealing with the use of this property regarding zoning requirements of outdoor storage and parking of vehicles.

Based on the Zoning Ordinance, this use is permitted in the I-1 zoning district. Additional information needs to be provided or needs to be noted as a condition of the CUP. The conditions that need to be noted are:

- Landscaping and screening information needs to be provided to improve the aesthetic appearance of the tower's base and accessory building.
- Provide data on the type and height of the fence being proposed.
- Provide documentation that required Federal or State licenses have been granted or applications have been made.
- The tower shall not be illuminated by artificial means or display strobe lights unless such lighting is specifically required by Federal Aviation Administration or other State or Federal authority.
- The 20 foot wide access aisle/easement from the main street to the tower area shall be recorded with the County.
- The 16 foot wide utility easement along the southwest lot line shall be recorded with the County.
- Provide a letter of intent committing the tower owner and successors to allow the tower's shared use if any additional user agrees in writing to meet reasonable terms and conditions for shared use.
- The site that this commercial tower is being installed on must be in compliance with the current Zoning.

David Fischer from Verizon was present. He stated that the property owners are aware that their property will need to be brought into compliance with the Zoning Ordinance. The tower will need to be constructed in the place noted on the site plan on the west side of the property to comply with the setbacks.

Commissioner Zabinski questioned if there would be room for additional carriers on the pole if that would be needed in the future. Mr. Fischer stated that yes they always construct their towers to allow for up to two additional providers.

Bob Trisko, 1501 County Road 137 was present. Mr. Trisko has concerns with the construction of the tower because he has plans to develop his property that is located adjacent to the proposed property where the tower would be constructed and that the value of his property would go down with the construction of a tower. He has met with some developers who would like to help with developing an upper scale apartment or hotel, event center or museums.

Thomas Lies, attorney for the Trisko's was also present and stated that the area will probably be residential and that a tower would lower the value of the property. Cell towers are usually along highways and outside of city limits.

Brian Alsaker, 523 2nd Ave North also spoke regarding the tower and questioned what time frame the Trisko's had for their proposed development. Mr. Trisko stated that the developers he had talked to are busy with the Vikings Stadium at the time so he wasn't sure what the time frame might be plus developers are cautious in this economic time.

A letter was received from Jennifer Buckentine, 2122 County Road 137, with concerns with the property not currently in compliance with the city zoning requirements in regard to storage and parking on the property. Ms. Buckentine is not opposed to the tower as long as it is not lit.

October 14, 2014

Commissioner Hermanutz moved to close the Public Hearing which was seconded by Commissioner Blair. Motion carried.

Public Hearing closed at 7:01 PM.

The property is currently zoned I-1- Light Industrial and the future land use also shows the same zoning class.

The Commissioners reviewed the following questions in considering the Conditional Use Permit:

- Criteria #1 It will not be detrimental to or endanger the public health, safety, morals, comfort, convenience or general welfare of the neighborhood or the City.
- Criteria #2 It will be harmonious with the applicable specific and general objectives of the Comprehensive Plan of the City and this Ordinance.
- Criteria #3 It 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.
- Criteria #4 It will not be hazardous or disturbing to existing or future neighboring uses.
- Criteria #5 It 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.
- Criteria #6 It 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.
- Criteria #7 It 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.
- Criteria #8 It 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 thorough-fares.
- Criteria #9 It will have adequate facilities to provide sufficient off-street parking and loading space to serve the proposed use.
- Criteria #10 It will not result in the destruction, loss or damage of a natural, scenic, or historic feature of major importance.
- Criteria #11 It will conform to the type of uses that are generally permitted within the District.

- * After review of the Findings of Fact, Commissioner Zabinski moved to recommend to the City Council to approve the Conditional Use Permit for Verizon Wireless to erect a monopole

October 14, 2014

Commercial Tower to be located at 2150 County Road 137 on the condition that the following staff recommendations be complied with:

- Landscaping and screening information needs to be provided to improve the aesthetic appearance of the tower's base and accessory building.
- Provide data on the type and height of the fence being proposed.
- Provide documentation that required Federal or State licenses have been granted or applications have been made.
- The tower shall not be illuminated by artificial means or display strobe lights unless such lighting is specifically required by Federal Aviation Administration or other State or Federal authority.
- The 20 foot wide access aisle/easement from the main street to the tower area shall be recorded with the County.
- The 16 foot wide utility easement along the southwest lot line shall be recorded with the County.
- Provide a letter of intent committing the tower owner and successors to allow the tower's shared use if any additional user agrees in writing to meet reasonable terms and conditions for shared use.
- The site that this commercial tower is being installed on must be in compliance with the current zoning requirements

The property owners must also comply with all Building and Zoning issues and all issues be completed before the issuance of the building permit. Motion was seconded by Commissioner Hermanutz.

Motion carried.

523 2nd Street North—Community Center Conditional Use Permit and Parking Variance

The Conditional Use Permit is being considered again for the above property to be used as a community building with possibilities of being used by various small groups. The Planning Commission held the public hearing on this request at their August meeting. The public hearing was closed at that time and the Planning Commission made a motion to table the request so that the items could be discussed in a joint work session with the Planning Commission and City Council. In addition, staff addressed the 60-day rule matter which extends the time frame for a decision to be made by the City to November 21, 2014.

The joint work session was held in September with the City Council to discuss this request in more detail. The group discussed the applicants defining a little more clearly the types of uses they intend to host at this facility. Parking for the site and ADA accessibility were two concerns that the group expressed. They wanted the applicants to provide more detail on how they intend to address these issues. There were also ideas mentioned about limiting the uses to the amount of parking that could be provided. It was suggested to the applicants to consider what they could do with parking on the back yard of the site. The group left the meeting with the idea that these issues would be addressed by the applicants at the Planning Commission meeting in October.

To date, there is no further information that has been provided by the applicant at this time.

In reviewing the information that has been provided to date, they are proposing to use the facility as a community use building, not as a church. They have also indicated that their hours of operation would be 8am to 5pm. On occasion, there will likely be evening events after the 5pm time which will end no later than 10pm. However, should someone show up after those hours asking for assistance, they would make the necessary contacts with other agencies to deal with them. In addition to the community use of the building, they are proposing to have someone living in the lower level living space that would be the center's staff/contact.

October 14, 2014

The residential portion of the structure is a permitted use in the R-3 Zoning District. There is a required 2 hour separation required between the community center portion and the residential use. The residential use has a separate direct access to the exterior.

Community centers are permitted by a CUP with some noted stipulations consisting of

- Building shall be located at least 50' from any lot line of an abutting lot in a Residential District.
- Any fence around a play area shall be not less than 20' from the property line of an abutting lot in a Residential District
- Adequate off-street parking and access is provided on the site or on lots directly abutting the site.
- Signage must comply with the Sign Ordinance
- Outdoor storage must comply with exterior storage in a Residential District
- Lighting must comply with City Ordinance relative to signage.

Based on the plans that have been provided at this time, an occupancy load of 137 was calculated based on the State Building Code (IBC). Based on City Ordinance 52.42 subd. 6 H, the number of parking spaces required is 1 space for each five (5) seats. This calculated out to 27 parking spaces plus 2 parking spaces required for the living space for a total of 29. Looking at the site plan provided, they are showing 6 spaces off of the alley and there are about 3 parking spaces on the west side of the building on the street, located in the area where the curb is set in. Based on these calculations, a variance of 20 parking spaces is required.

Based on the meeting held jointly with the applicants, planning commission, and city council it is important to address the off-street parking and ADA accessibility requirements for the property.

Brian Alsaker the owner of the property was present. Mr. Alsaker said he has looked into some ideas to create more parking on the property but does not want to take out green space and lose the neighborhood feel of the property. He has looked into what can be done to make the building handicap accessible but there would be a minimum of \$20,000 to upgrade the property which they do not have funds for, at this time.

There was some discussion if an Interim Use Permit could be used and staff was to revisit the ordinance for clarification.

Commissioner Hermanutz feels if property cannot be brought up to handicap standards that an Interim Use Permit would also not be the answer.

Commissioner Blair stated he feels that there has just not been enough information presented.

The Commissioners reviewed the following questions in considering the Conditional Use Permit:

- | | |
|-------------|--|
| Criteria #1 | It will not be detrimental to or endanger the public health, safety, morals, comfort, convenience or general welfare of the neighborhood or the City. |
| Criteria #2 | It will be harmonious with the applicable specific and general objectives of the Comprehensive Plan of the City and this Ordinance. |
| Criteria #3 | It 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. |

October 14, 2014

- Criteria #4 It will be hazardous or disturbing to existing or future neighboring uses because of parking concerns.
- Criteria #5 It 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.
- Criteria #6 It 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.
- Criteria #7 It will involve 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.
- Criteria #8 It will not have vehicular approaches to the property which are so designed as not to create traffic congestion or an interference with traffic or surrounding public thorough-fares.
- Criteria #9 It will not have adequate facilities to provide sufficient off-street parking and loading space to serve the proposed use.
- Criteria #10 It will not result in the destruction, loss or damage of a natural, scenic, or historic feature of major importance.
- Criteria #11 It will not conform to the type of uses that are generally permitted within the District.

After review of the Findings of Fact, Commissioner Blair moved to recommend to the City Council to deny the request for a Conditional Use Permit to permit the property located at 523 – 2nd St. N to be used as a neighborhood community center based on Criteria #4, #7, #8, and #9. Commissioner Hermanutz seconded the motion. Motion carried.

The Findings of Fact were reviewed for the Parking Variance Request.


1. The alleged hardship is not due to circumstances unique to the property.
2. The circumstances causing the hardship were not created by someone or something other than the property owner.
3. The property owner is not deprived of the use of his property as he could put in more parking.
4. The issuance of the variance will not maintain the essential character of the location as more cars would be parked on the street.
5. The hardship would not involve more than economic hardships.
6. The issuance of the variance will not be in keeping with the spirit and intent of the ordinance and with vehicles parking on the streets there will be safety concerns.

October 14, 2014

Based on Findings of Fact, Commissioner Hermanutz moved to recommend to the City Council to deny the request for a parking variance of 20 spaces for the property located at 523 - 2nd St. North. Commissioner Blair seconded the motion. Motion carried.

Administrator Johnson gave the Building Department Update.

Commissioner Zabinski made a motion to adjourn which was seconded by Commissioner Hermanutz. The motion carried and the meeting was adjourned at 8:04 p.m.



Tim Jansky, Acting Chair



Sheila Mockros,
Building/Planning Assistant

October 14, 2014

City Council Agenda

11/5/14

Agenda Item No. 3

Issue: Verizon Wireless Conditional Use Permit request to construct a mono pole tower at 2150 County Road 137

BACKGROUND:

We have received a request for construction of a 129 foot monopole tower for Verizon Wireless. Associated with this tower is an equipment building, which will be at the base of the tower. City Ordinance 55 entitled Telecommunication Freestanding Tower Regulations requires that Commercial towers are permitted pursuant to a conditional use permit being granted.

The property being considered for erection of this tower is zoned as I-1, Light Industrial and the future land use map also shows this area as I-1 Light Industrial. The tower being proposed is 120 feet in height, not including the 9 foot lighting rod at the top. A tower of this height is required to make accommodations for at least one additional user.

With a tower of this height, the minimum setback from property line is 20 feet. It must also be a minimum of 300 feet from any property zoned for residential use. At the base of the tower is an equipment structure which is approximately 12' x 30'. As you can see from the Site Survey, the tower meets the required setback from the property line of 20 feet and the equipment structure must be setback a minimum of 10 from the side yard setback.

The ordinance requires that as a condition to approving a commercial tower, landscaping and screening to improve the aesthetic appearance of the tower's base and accessory building are required. We have received the information related to the landscape plan and have included this in your packet for review and consideration. They are proposing a 10 foot high wood fence and are also including trees around the area as well.

There are two new access/right-of-way easements noted on the plan. One is a 20 foot wide access from the street to the tower area and the other is a 16-foot wide utility easement along the westerly most portion of the lot. No documentation has been submitted showing that these easements have been provided for or recorded. These easements should be recorded with the County so that should development take place in the future, the easements will be identified.

The Planning Commission held a public hearing on this request at their October planning commission meeting. Several members from the public attended this meeting concerned with the appearance of the tower at the proposed location. Some expressed concerns with their proposed development plans in relation to this tower proposal and felt that the tower would be a determinant to their development plans. The planning commission evaluated all of these things and reviewed the current zoning of the property, as well as the future land use map. Both show the area as Light-Industrial. In addition to this, the Planning Commission went through a public process in identifying appropriate locations where towers could be constructed. The area proposed for this tower was a permitted area identified by the Planning Commission when the tower regulations were being considered and approved.

Based on the information provided and the review of the zoning maps, the Planning Commission's recommendation is to approve the request. As part of their approval they listed

November 5, 2014

out a variety of conditions that were subject to their recommendation for approval that are listed below under the staff recommendation. Below are the findings of fact that supported the Planning Commission's recommendation for approval.

- Criteria #1 It will not be detrimental to or endanger the public health, safety, morals, comfort, convenience or general welfare of the neighborhood or the City.
- Criteria #2 It will be harmonious with the applicable specific and general objectives of the Comprehensive Plan of the City and this Ordinance.
- Criteria #3 It 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.
- Criteria #4 It will not be hazardous or disturbing to existing or future neighboring uses.
- Criteria #5 It 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.
- Criteria #6 It 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.
- Criteria #7 It will not involve used, 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.
- Criteria #8 It 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 thorough-fares.
- Criteria #9 It will have adequate facilities to provide sufficient off-street parking and loading space to serve the proposed use.
- Criteria #10 It will not result in the destruction, loss or damage of a natural, scenic, or historic feature of major importance.
- Criteria #11 It will conform to the type of uses that are generally permitted within the District.

In addition to the Planning Commission's recommendation another consideration that should be reviewed is the outdoor storage issues that currently exist on site. Staff has met with the property owners and has evaluated the site so the property owners are fully aware that the site will need to be cleaned up and in compliance prior to this request moving forward. The normal procedure is that the new business needs to get into compliance with the current zoning requirements. We recommend adding language to the CUP that would require them to address the zoning compliance issues prior to them being able to construct the tower if approved to move forward.

November 5, 2014

We also will need to have the applicant provide information that verifies that the necessary federal or state license has been granted and provide proof that the application for any has been made.

REQUIRED ACTION:

The Council will be required to approve OR deny the request to construct a monopole tower at 2150 County Road 137 as presented or with conditions.

STAFF RECOMMENDATION:

Based on the Zoning Ordinance, this use is permitted in the I-1 zoning district. When considering this request, please evaluate the findings of fact that support your decision. Additional information needs to also be provided or needs to be noted as a condition of the CUP. In addition, the Planning Commission provided recommendations for additional items to be considered as conditions as well that should be considered as part of this approval process. The conditions to considered are as follows:

- Landscaping and must be approved by City Staff prior to proceeding.
- Provide documentation that required Federal or State licenses have been granted or applications have been made.
- The tower shall not be illuminated by artificial means or display strobe lights unless such lighting is specifically required by Federal Aviation Administration or other State or Federal authority.
- The 20 foot wide access aisle/easement from the main street to the tower area shall be recorded with the County.
- The 16 foot wide utility easement along the southwest lot line shall be recorded with the County.
- Provide a letter of intent committing the tower owner and successors to allow the tower's shared use if any additional user agrees in writing to meet reasonable terms and conditions for shared use.
- The site that this commercial tower is being installed on must be in compliance with the current Zoning prior to the construction of the tower being allowed.

SUGGESTED MOTION:

Council member _____ moved to approve OR deny the request to construct a monopole tower at 2150 County Road 137 as presented or with conditions and based on the following findings of fact: _____

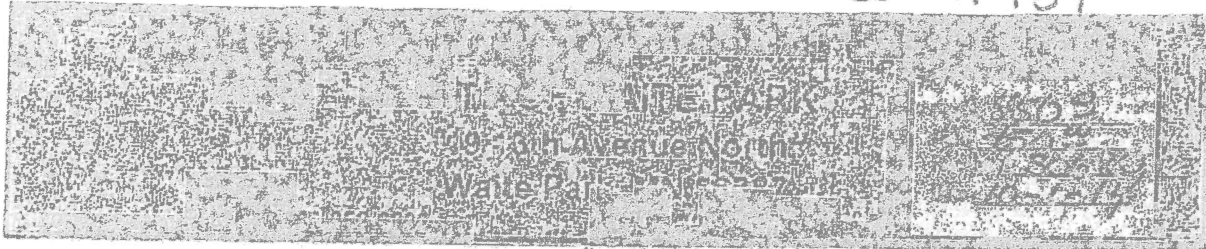
Commissioner _____ seconded the motion

ROLL CALL

Councilmember Herman Bartz
Councilmember Mike Linquist
Councilmember Charles Schneider
Councilmember Frank Theisen
Mayor Richard Miller

Motion (Approved) (Denied)

2150 CA137



www.waitepark.org

We, the undersigned, as owners of the property described hereby appeal to the City Council and Planning Commission of Waite Park, to grant a Conditional Use Permit. Applicants have the responsibility of checking all applicable ordinances and complying with all ordinance requirements.

NAME: Verizon Wireless (VAW) LLC dba Verizon

Agent for Verizon Wireless
DAVE FISHER
PHONE: 651-225-0784

ADDRESS: One Verizon Way, Mailstop 97AW100, Parkers Ridge, WI 54920

- 1. Legal description of land affected by the application: SEE NARRATIVE
- 2. Present zoning of above described property: SEE NARRATIVE
- 3. Application made for Conditional Use Permit to Conduct: SEE NARRATIVE
- 4. Is the proposed use compatible with present and future land use(s) of the area? Please Explain.
SEE ATTACHED NARRATIVE

5. Will the proposed use depreciate the area in which it is proposed? Please Explain.
SEE NARRATIVE

6. Can the proposed use be accommodated by existing City services (utility/facility capacity)? Please Explain.
SEE NARRATIVE

7. Are local streets capable of handling traffic which is generated by the proposed use? Please Explain.
SEE NARRATIVE

8. Attach to this application a site plan illustrating curb cut locations, access to public street, location of buildings and their square footage, location of easements, parking, utilities and sidewalks.

9. Attach additional information required by City (may include): proof of ownership, landscaping and screening plans.

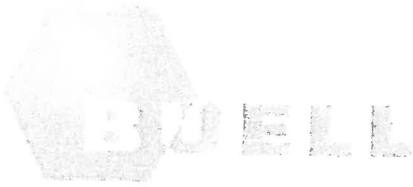
Applicant Signature: Agent on behalf of Verizon Wireless Date: 9/22/14

Owner Signature: Agent on behalf of owner Date: 9/22/14

FOR OFFICE USE ONLY			
City Council Meeting	Date	City Council Action	Date

9/22/14

10/4/14



Buell Consulting, Inc.
1360 Energy Park Drive, Suite 210
Saint Paul, Minnesota 55108
(651) 225-0792
www.buellconsulting.com

Site Acquisition
Permitting
Established 1991

Transmittal Memorandum Via Fed Ex

DATE: September 24, 2014
TO: Bill Barber, Building/Planning Coordinator
City of Waite Park
19 13th Avenue
Waite Park, MN 56387
RE: Site Name: STC Prospector
Site Address: 2010 CR-137, Waite Park, MN 56387.
BP & CUP Applications, BP & CUP FEE Checks, and CD's

2150 County Rd 137

Dear Mr. Barber,

Please find the following items enclosed for the building permit submittal for the site listed above:

- (1) One completed building permit application,
- (1) One Building Permit Fee check (\$1422.27),
- (1) One completed Conditional Use Permit
- (1) One CUP Fee Check (\$450.00)
- (10) Ten (11" X 17") sets of Construction Drawings,

Please email a copy of the approved permits to dfischer@buellconsulting.com and return the originals in the enclosed addressed FedEx envelope.

Feel free to contact me if you have any questions.

Sincerely,

David W. Fischer
Site Development Agent
Buell Consulting, Inc.
Office: 651-225-0784
Mobile: 612-366-8944
Fax: 651-225-0795
dfischer@buellconsulting.com



Quality Saves Money

**Waite Park
Required Material Submission Checklist
Conditional Use Permit Applications**

Completed applications for Conditional Use Permits and required fees shall be submitted the Waite Park Administrator at least 20 days prior to the proposed date of consideration by the City. The twenty days allows the City to review the application, forward the application to other entities for review as required and notify the public as required. Only completed applications will be accepted. It is the applicant's responsibility to submit required materials. If an application is determined to be incomplete, notification, which indicates which portion of the application is incomplete, will be mailed to the applicant within 10 days following submission of the application.

REQUIRED MATERIALS – The applicant shall provide the following:

Material Required	Complete	Comments
1. Description of Site (Legal Description)	YES NO	SEE ATTACHED
2. Ten (10) copies, minimum size 11' X 17', of a Site Plan drawn at scale showing: a. Parcel and building dimensions. b. Location of all existing and proposed buildings and their square footage. c. Location of easements. d. Location of proposed or existing curb cuts, driveways, access roads, parking spaces, off-street loading areas and sidewalks. e. Landscaping and screening plans. f. Drainage plan. g. Sanitary sewer and water plan with estimated use per day. h. Soil type, the location of wetlands as defined by Minnesota Statute 1036.005, Subd. 19, or absence thereof as verified by a statement from the Chisago County.	YES NO YES NO YES NO YES NO YES NO YES NO YES NO YES NO	Verizon wireless can add it required by the city.
3. Additional written or graphic data reasonably required by the Zoning Administrator or the Planning Commission as described below:	YES NO	
4. Proof that the Applicant is the owner of the parcel in question.	YES NO	Verizon Wireless is the Applicant, leasing land from the owner.
5. Complete names and addresses of all property owners within 350 feet of the subject parcel.	YES NO	Does the city provide the list of adjacent property owners?
6. Required Fee.	YES NO	



Buell Consulting, Inc.
1360 Energy Park Drive, Suite 210
Saint Paul, Minnesota 55108
(651) 225-0792
www.buellconsulting.com

September 23, 2014

Site Acquisition
Permitting
Established 1991

City of Wait Park
19- 13th Avenue North
Waite Park, MN 56387

Re: Verizon Wireless (VAW) LLC d/b/a Verizon Wireless CUP and Variance Application

Dear Mr. Barber,
Buell Consulting Inc. is working on behalf of Missouri Valley Cellular Inc. d/b/a Verizon Wireless and the D&G LLC to perform site acquisition services, which includes leasing, zoning and permitting. The proposed installation in an (I-1) Light Industrial Zoning District located at:

Verizon Wireless is requesting approval for construction of a 129'AGL monopole at: 2010 CR 137, Waite Park, MN 56387.

Verizon Wireless proposes to construct a monopole tower (overall height of 129'AGL, including lightning rod) and proposes to install the antennas at a centerline height of 116' AGL and install a brown, stone aggregate, equipment shelter (11'6" wide, 30' long and 10' 5" tall) which shall be located within a 40' X 60' lease area.

The proposed Verizon Wireless (VAW) LLC d/b/a Verizon Wireless site is needed for the expansion of the Verizon Wireless network throughout the Midwest Region. Verizon Wireless, like other wireless providers in the community, continually strives to improve the quality and coverage of their service areas by adding additional communication facilities where they currently have little or no wireless coverage to meet increased demand from their customers.

Property Owners: D &G, LLC, a Minnesota limited liability company with its principal offices located at: 17503 Fisher Road, Cold Spring, Minnesota 56320
Parcel Identification #: 98.60824.0240

Proposed Site Address: 2010 CR 137 Waite Park, MN 56387

Applicant Info: Verizon Wireless (VAW) LLC d/b/a: Verizon Wireless

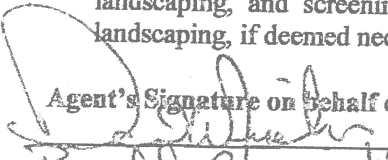
Applicant's Agent:

David W. Fischer
Site Development Agent on behalf of Verizon Wireless
Buell Consulting, Inc.
1360 Energy Park Drive, Suite 210
Saint Paul, MN 55108
Office: 651-225-0784
Mobile: 612-366-8944
Fax: 651-225-0795
dfischer@buellconsulting.com

Applicant's Address: One Verizon Way, Mail Stop 4AW100, Basking Ridge, New Jersey 07920

1. **Legal Description of land affected by the application:** Lot 1, 2, 3, Block 1 Scepaniak Addition
2. **Present zoning of above described property:** (I-1) Industrial
3. **Application made for Conditional Use Permit to Conduct:** Verizon Wireless proposal to install an unmanned wireless communications facility (129' AGL monopole and 12' X 30' equipment shelter within a 40' X 60' lease area) to accommodate Verizon Wireless and two future wireless provider's antennas on the Verizon Wireless proposed tower.
4. **Is the proposed use compatible with present and future land use (s) of the Area? Please Explain:** Yes, the proposed tower is located within an Industrial Zoning District and compatible with the present and future land uses.
5. **Will the proposed use depreciate the area in which it is proposed? Please explain.** No, in fact the improved wireless communications and public safety communications would be an improvement to the area.
6. **Can the proposed use be accommodated by existing City services (utility/facility capacity): Please explain:** Any Wireless customers of Verizon Wireless or any future wireless provider located on the tower (IE: T-Mobile, Sprint or AT&T), including public safety communication users such as the Waite Park Police and Fire can benefit from the proposed installation as well.
7. **Are local streets capable of handling traffic which is generated by the proposed use? Please Explain:** Yes, The proposed is an unmanned facility. Most of the monitoring can be done remotely. If a technician does visit the site is typically two times or less a month, therefore there will be little traffic impact to the site.
8. **Attach to this application are construction drawings including a site plan illustrating curb cut locations, access a public street, location of buildings and their square footage, location of easements, parking, utilities and sidewalks.**
9. **Attach additional information required by City (may include):** proof of ownership, landscaping, and screening plans. The applicant is willing to consider any required landscaping, if deemed necessary by the City.

Agent's Signature on behalf of Applicant & Owner:


Date: 9/23/14
Buell Consulting Inc.
Verizon Wireless FCC License.

The proposed Verizon Wireless communications services will not interfere with any public safety communications. First and foremost, interference issues are the providence and domain of the Federal Communications Commission. Licensees of the FCC, as a part of the issuance of a license and compliance with FCC rules and regulations are not allowed to interfere with other licensees whose frequencies are under the jurisdiction of the FCC.

CONCLUSION

As indicated above, the establishment of this telecommunication facility will not be detrimental to the public health, safety or welfare of persons residing or working in the neighborhood, or be materially injurious to the neighborhood, or the general welfare of the City of Waite Park and Stearns County. The proposed facility will not place any burden on traffic, nor will it result in objectionable levels of noise, odor, dust or dirt.

The proposed facility will be an important link to the Verizon Wireless communications infrastructure. Individuals and businesses will be able to access wireless communications to operate and expand their businesses, provide personal convenience or to strengthen personal safety and the ability to communicate on demand with business, government, family and friends.

In addition, the frequencies used are well below the threshold and within the parameters established by the FCC. The proposed Verizon Wireless facility will not interfere with any police, fire or emergency communications or nearby televisions or radios due to the separation in the frequency ranges used by Verizon Wireless and from those used by other communication devices. The FCC controls and regulates the operation of all the telecommunication equipment and devices to be used at this proposed facility. The proposed facility will conform to all FCC standards and regulations.

Respectfully,



David W. Fischer
Site Development Agent on behalf of Verizon Wireless
Buell Consulting, Inc.
1360 Energy Park Drive, Suite 210
Saint Paul, MN 55108
Office: 651-225-0784
Mobile: 612-366-8944
dfischer@buellconsulting.com

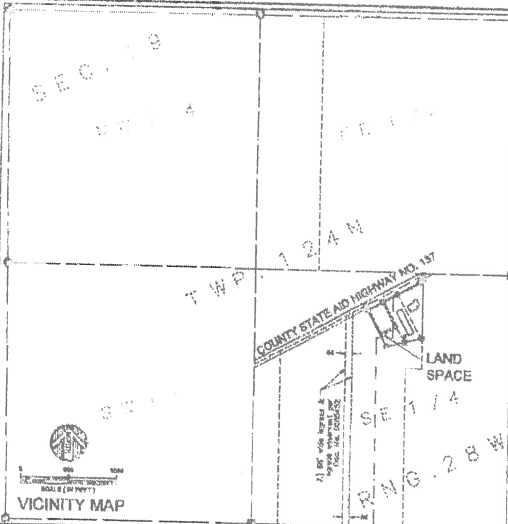
SITE SURVEY

PROPERTY DESCRIPTION (per U.S. Title Shown on P. No. 40187-041406-0001, dated 5/29/2014)

Lots 1, 2, and 3, Block 1, Seaman Addition.

RECORDED SURVEYS (per U.S. Title Shown on P. No. 40187-041406-0001, dated 5/29/2014)

- 1-3) Not related to the survey.
- 7.) Easement by Gregg Schwartz, a single adult female, to Stephen Anthony Jerry K. Quarters and Deborah Warner Sisk, dated 7/25/1990 recorded 10/24/1990 in Instrument No. 128560.
- 8-9) Not related to the survey.
- 10.) Plat - Seaman Addition recorded 12/02/2003 in Instrument No. 131814. The plat is re-shown on the survey.
- 11.) Not related to the survey.



LAND SPACE DESCRIPTION:
That part of Lot 1, Block 1, SEAMAN ADDITION, according to the recorded plat thereof Seaman County, Missouri, described as follows:

Commencing at the most westerly corner of said Lot 1; thence North 27 degrees 44 minutes 43 seconds West along the easterly line of said Lot 1, a distance of 62.36 feet; thence North 83 degrees 15 minutes 17 seconds East, a distance of 18.00 feet to the Point of Beginning; thence North 83 degrees 15 minutes 17 seconds East, a distance of 42.00 feet; thence North 87 degrees 44 minutes 42 seconds West, a distance of 18.00 feet; thence North 87 degrees 44 minutes 17 seconds West, a distance of 18.00 feet to the Point of Beginning.

ACCESS RIGHT OF WAY DESCRIPTION:
A 20.00 foot wide right of way for highway and access purposes over and across Lot 1, Block 1, SEAMAN ADDITION, according to the recorded plat thereof, Seaman County, Missouri, the centerline of said right of way is described as follows:
Commencing at the most westerly corner of said Lot 1; thence North 27 degrees 44 minutes 43 seconds West along the westerly line of said Lot 1, a distance of 62.36 feet; thence North 83 degrees 15 minutes 17 seconds East, a distance of 18.00 feet to the Point of Beginning; thence North 83 degrees 15 minutes 17 seconds East, a distance of 42.00 feet to the Point of Beginning; thence North 87 degrees 44 minutes 17 seconds West, a distance of 18.00 feet; thence North 87 degrees 44 minutes 17 seconds West, a distance of 18.00 feet to the westerly right of way line of County State Aid Highway Number 137 and said centerline there terminating.

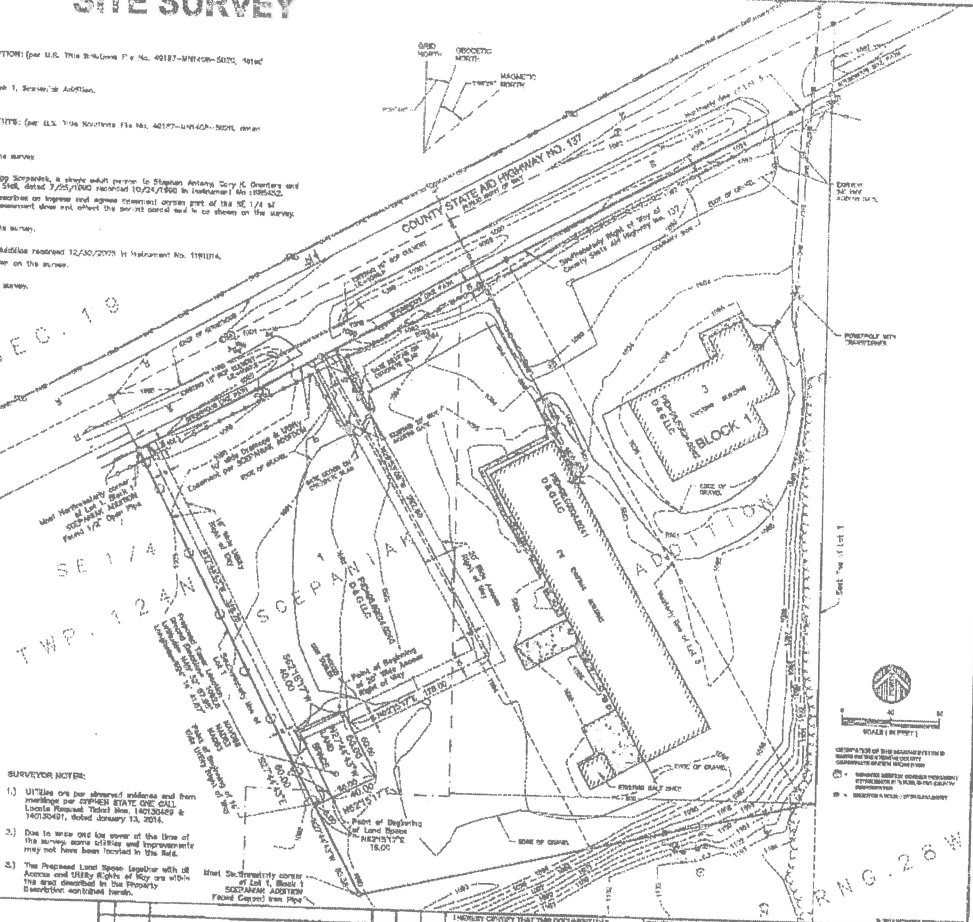
The address of said right of way shall be shortened or lengthened to terminate at said westerly right of way line of County State Aid Highway Number 137.

UTILITY RIGHT OF WAY DESCRIPTION:
A 15.00 foot wide right of way for utility purposes over, under and across Lot 1, Block 1, SEAMAN ADDITION, according to the recorded plat thereof, Seaman County, Missouri, the centerline of said right of way is described as follows:
Commencing at the most westerly corner of said Lot 1; thence North 27 degrees 44 minutes 43 seconds West along the westerly line of said Lot 1, a distance of 62.36 feet; thence North 83 degrees 15 minutes 17 seconds East, a distance of 18.00 feet to the Point of Beginning; thence North 83 degrees 15 minutes 17 seconds East, a distance of 42.00 feet to the Point of Beginning; thence North 87 degrees 44 minutes 17 seconds West, a distance of 18.00 feet; thence North 87 degrees 44 minutes 17 seconds West, a distance of 18.00 feet to the westerly right of way line of County State Aid Highway Number 137 and said centerline there terminating.

The address of said right of way shall be shortened or lengthened to terminate at said westerly right of way line of County State Aid Highway Number 137.

LEGEND

- GRAVE FOOT
- BULL DOG
- TREE PEDESTAL
- IRON CONCRETE POST
- BRUSH
- MARKER
- GUY ANCHOR
- BARRANTY MANHOLE
- BARRANTY CLEANOUT
- HYDRANT
- WATER VALVE
- FENCE POST
- EDGE OF WOODS
- OVERHEAD ELECTRIC
- UNDERGROUND ELECTRIC
- UNDERGROUND GAS
- FENCE CHAIN LINK
- BOUNDARY LINE
- EASEMENT LEG
- RIGHT OF WAY EXISTING
- RECORD LINE
- CENTER LINE
- CENTER LINE
- CENTER LINE
- FENCE LINE
- BUILDING SETBACK LINE
- CONCRETE SURFACE
- GRAVEL SURFACE



- SURVEYOR NOTES:**
- 1.) Utilities are per observed evidence and from recorded plat CROSS STATE GAS CO. (Laclede Gasworks, Inc.) and 140235283 & 140235287, dated January 15, 2014.
 - 2.) Due to snow and low water of the time of the survey, some utility and easement lines may not have been located to the line.
 - 3.) The Proposed Land Space together with all Access and Utility Rights of Way are within the area described by the Property Descriptive notations herein.



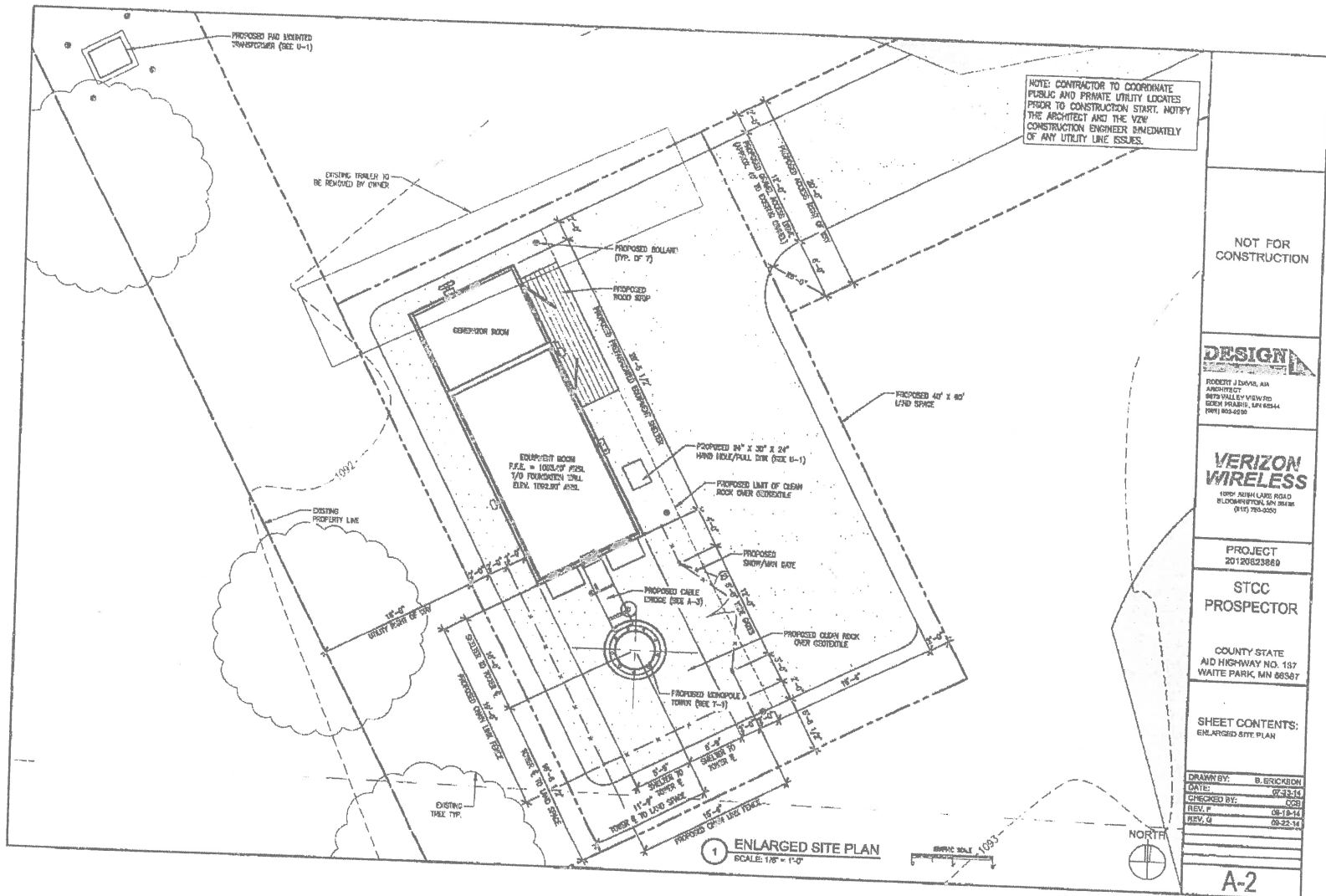
SITE NAME: STCC PROSPECTOR

SEAMAN COUNTY, MO

I HEREBY CERTIFY THAT THIS DECLARATION WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED LAND SURVEYOR UNDER THE LAWS OF THE STATE OF MISSOURI.

WIDSETH SMITH NOLTING
Engineering
Architects
Surveyors
Environmentalists

SIGNATURE: [Signature]
DATE: 8/1/15
LICENSE # 50001



NOTE: CONTRACTOR TO COORDINATE PUBLIC AND PRIVATE UTILITY LOCATES PRIOR TO CONSTRUCTION START. NOTIFY THE ARCHITECT AND THE VZW CONSTRUCTION ENGINEER IMMEDIATELY OF ANY UTILITY LINE ISSUES.

NOT FOR CONSTRUCTION

DESIGN
 ROBERT J. DAVIS, AIA
 ARCHITECT
 WEST VALLEY VIEW FID
 6020 W. 13TH ST., SUITE 100
 DENVER, CO 80202

VERIZON WIRELESS
 1000 W. 13TH AVE. ROAD
 BLOOMINGTON, IL 61710
 (312) 763-0200

PROJECT
 20120523868

STCC
 PROSPECTOR

COUNTY STATE
 AID HIGHWAY NO. 137
 WAITE PARK, MN 56587

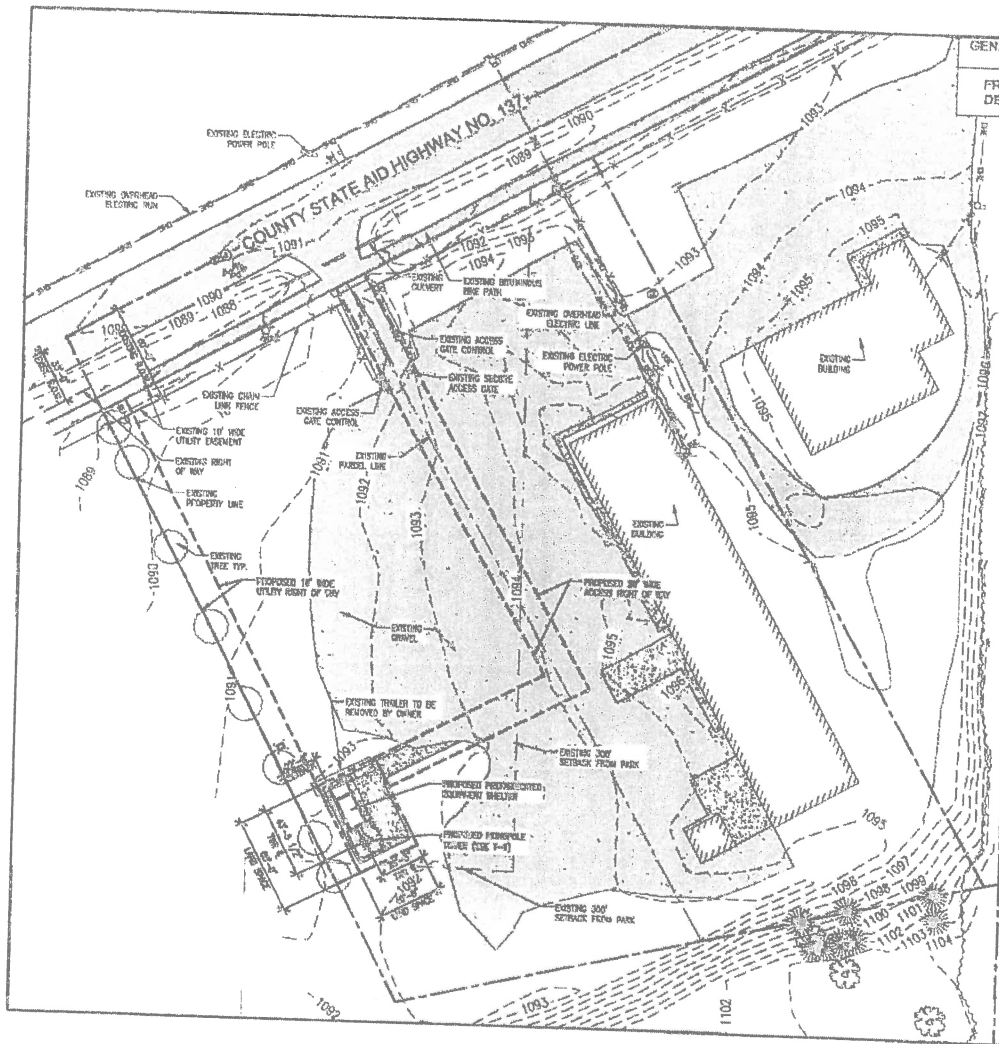
SHEET CONTENTS:
 ENLARGED SITE PLAN

DRAWN BY:	B. BERCKBORN
DATE:	07-31-13
CHECKED BY:	CSB
REV. P:	08-12-14
REV. G:	09-22-14

1 ENLARGED SITE PLAN
 SCALE: 1/8" = 1'-0"



A-2



GENERATOR TYPE:
DIESEL
FROST DEPTH
DESIGN = 4'-0"

DETAIL INDEX	
DETAIL	DETAIL DESCRIPTION
SHE-100	PREFABRICATED EQUIPMENT SHELTER V411.20-140-100
3.1	ROLLAND DETAIL
3.1	FENCE DETAIL (DETAIL 2)
3.1	CABLE BRIDGE SECTION
4.1	CABLE BRIDGE ELEVATION (DETAIL 2)
6.1	ROAD SECTION
8.1	GATE DETAIL
7.1	GPS MOUNTING DETAIL (DETAIL 1)
8.1	TELCO ENTRY DETAIL (DETAIL 1)
8.1	CAMP DETAIL
10.1	ONE-LINE ELECTRICAL RISK DIAGRAM (DETAIL 2)

NOT FOR
CONSTRUCTION

DESIGN
ROBERT J. DAVAN, AIA
ARCHITECT
3075 HALL BY VIEW RD.
EDEN PRAIRIE, MN 55424
(952) 932-4476

VERIZON WIRELESS
10001 CUBAN LAKE ROAD
WILCOHANTON, MN 55424
(952) 700-7000

PROJECT
20120823R60

STCC
PROSPECTOR

COUNTY STATE
AID HIGHWAY NO. 137
WAITE PARK, MN 56387

SHEET CONTENTS:
SITE PLAN

DRAWN BY: B. BRIDGEMAN
DATE: 02/24/11
CHECKED BY: SMC
REV. P: 01/28/11
REV. Q: 01/22/11

1 SITE PLAN
SCALE: 1" = 60'-0"



A-1

LANDSCAPE KEY				
SYMBOL	QTY.	COMMON NAME	BOTANICAL NAME	MATURE SIZE
	12	COLORADO BLUE SPRUCE	PICEA PUNGENS GLAUCA	H: 30'-60' W: 10'-20'

NOTE: TREE SIZE SHOWN IS AT FULL MATURE WIDTH

NOT FOR CONSTRUCTION



ROBERT J. DAVIS, AIA
ARCHITECT
8074 VALLEY VIEW RD.
ROCK SPRING, MN 56344
(507) 604-2200

VERIZON WIRELESS
10001 BUSH LAKE ROAD
BLOOMINGTON, MN 55425
(612) 720-0000

PROJECT
20120823888

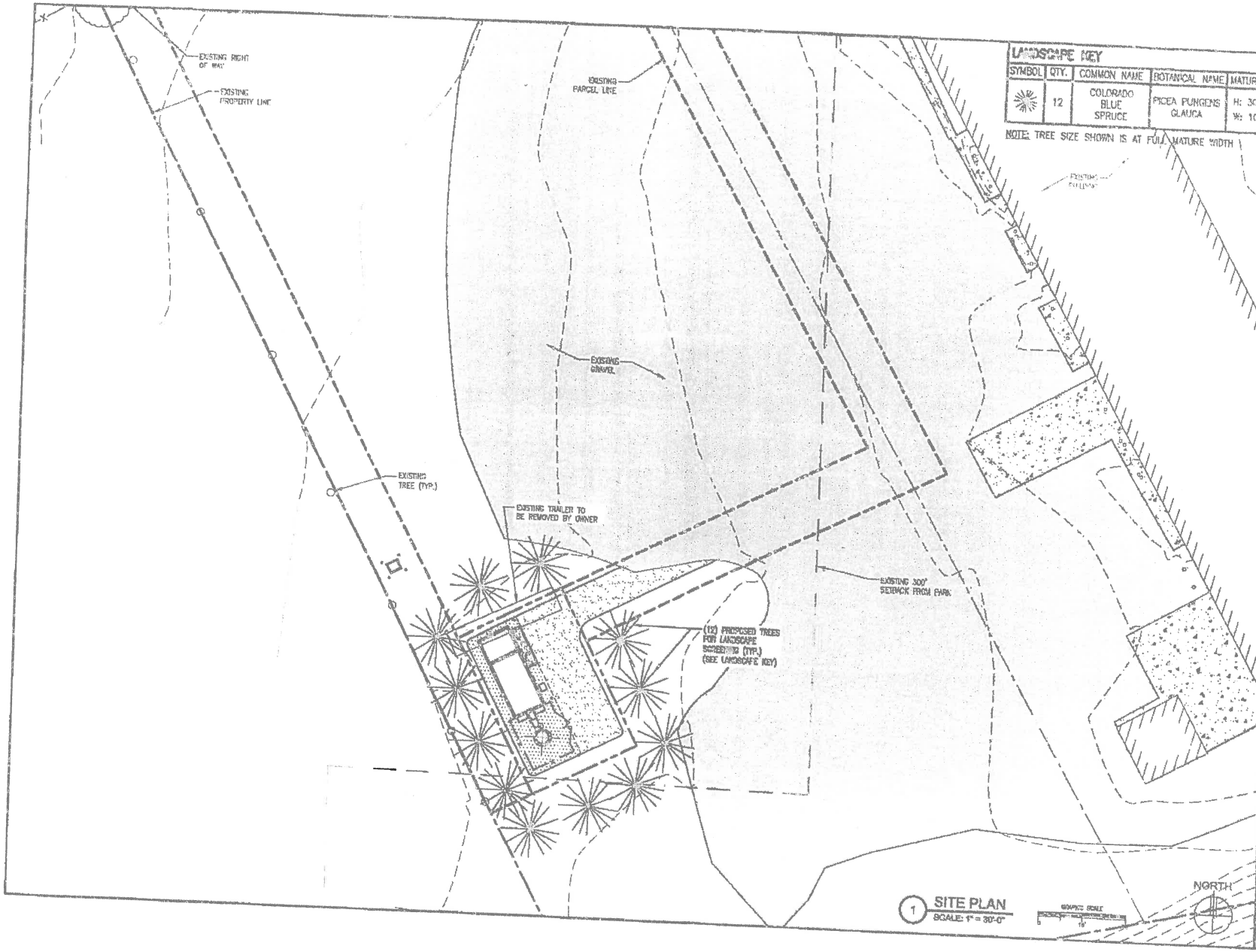
STCC
PROSPECTOR

COUNTY STATE
AID HIGHWAY NO. 137
WAITE PARK, MN 56387

SHEET CONTENTS:
LANDSCAPE PLAN

DRAWN BY:	B. ERICKSON
DATE:	07-23-14
CHECKED BY:	CDR
REV. F:	08-18-14
REV. G:	08-22-14
REV. H:	10-20-14

A-1.1



1 SITE PLAN
SCALE: 1" = 30'-0"



NORTH

1. CONSENT AGENDA (Cont'd.)

1.D. 2014-2015 GYM RENTAL AGREEMENT WITH ST. JOSEPH'S CHURCH

Member Bartz stated he is concerned with the minimal number of Waite Park residents using the gym. Member Linquist had the same concern. Member Schneider stated it is the only floor gym the City offers for use in Waite Park. Mayor Miller stated his biggest concern is the statistics show the gym isn't being used that much.

Motion by Member Theisen, second by Member Schneider to approve the 2014-2015 Gym Rental Agreement with St. Joseph's Church.

Ayes: Members Schneider, Theisen

Nays: Members Bartz, Linquist, Miller

Abstained: None

The motion failed.

2. PUBLIC HEARING – FINAL ASSESSMENTS FOR 17TH AVE/PARKWAY DRIVE AND FRONTAGE ROAD NORTH

Mayor Miller introduced the Notice of Public Hearing on the Proposed Assessments for Improvements on 17th Avenue South and Parkway Drive. The portions of the projects that were assessed include the Frontage Road North improvements and the 17th Avenue/Parkway Drive improvements. Presented was the Final Assessment Worksheets for these two phases of the project. For the Frontage Road North phase, the Final individual assessments are either very close (within 1.5%) of the Preliminary estimate, or significantly less. Where they are significantly less, the assessed area was reduced to account for undevelopable (floodway and wetland) areas. For the 17th Avenue/Parkway Drive phase of the project, the Final individual assessments were all less than the Preliminary estimate.

Mayor Miller asked if anyone had any comments or questions regarding the assessments. No one came forth to speak during the Public Hearing.

Motion by Member Theisen, second by Member Schneider, to close the Public Hearing at 6:45 p.m. The motion carried unanimously.

Motion by Member Theisen, second by Member Linquist, to approve the Resolution Adopting the Assessments for the 2013 Capital Improvements project. The motion carried unanimously. (RESOLUTION NO. 110514-01)



3. VERIZON WIRELESS CONDITIONAL USE PERMIT REQUEST TO CONSTRUCT A MONOPOLE TOWER AT 2150 COUNTY ROAD 137

Staff has received a request for construction of a 129-foot monopole tower for Verizon Wireless. Associated with this tower is an equipment building, which will be at the base of the tower. City Ordinance 55 titled Telecommunication Freestanding Tower Regulations requires that commercial towers are permitted pursuant to a Conditional Use Permit being granted.

The property being considered for erection of this tower is zoned as I-1, Light Industrial and the future land use map also shows this area as I-1 Light Industrial. The tower being proposed is 120 feet in height, not including the 9-foot lighting rod at the top. A tower of this height is required to make accommodations for at least one additional user.

With a tower of this height, the minimum setback from the property line is 20 feet. It must also be a minimum of 300 feet from any property zoned for residential use. At the base of the tower is planned an equipment structure which is approximately 12' x 30'. The Site Survey shows the tower meets the required setback from the property line of 20 feet and the equipment structure must be setback a minimum of 10 feet from the side yard setback.

The ordinance requires that as a condition to approving a commercial tower, landscaping and screening to improve the aesthetic appearance of the tower's base and accessory building are required. Staff has received the information related to the landscape plan and presented it to the Council for review and consideration. They are proposing a 10-foot high wood fence and are also including trees around the area as well.

There are two new access/right-of-way easements noted on the plan. One is a 20-foot wide access from the street to the tower area and the other is a 16-foot wide utility easement along the westerly most portion of the lot. No documentation has been submitted showing that these easements

3. VERIZON WIRELESS CONDITIONAL USE PERMIT REQUEST TO CONSTRUCT A MONOPOLE TOWER AT 2150 COUNTY ROAD 137 (Cont'd.)

have been provided for or recorded. These easements should be recorded with the County so that should development take place in the future, the easements will be identified.

The Planning Commission held a public hearing on this request at their October Planning Commission Meeting. Several members from the public attended this meeting concerned with the appearance of the tower at the proposed location. Some expressed concerns with their proposed development plans in relation to this tower proposal and felt that the tower would be a detriment to their development plans. The Planning Commission evaluated all of these things and reviewed the current zoning of the property, as well as the future land use map. Both show the area as Light-Industrial. In addition to this, the Planning Commission went through a public process in identifying appropriate locations where towers could be constructed. The area proposed for this tower was a permitted area identified by the Planning Commission when the tower regulations were being considered and approved.

Based on the information provided and the review of the zoning maps, the Planning Commission's recommendation is to approve the request. As part of their approval they listed out a variety of conditions that were subject to their recommendation for approval. Below are the Findings of Fact that supported the Planning Commission's recommendation for approval.

- Criteria #1 It will not be detrimental to or endanger the public health, safety, morals, comfort, convenience or general welfare of the neighborhood or the City.
- Criteria #2 It will be harmonious with the applicable specific and general objectives of the Comprehensive Plan of the City and this Ordinance.
- Criteria #3 It 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.
- Criteria #4 It will not be hazardous or disturbing to existing or future neighboring uses.
- Criteria #5 It 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.
- Criteria #6 It 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.
- Criteria #7 It will not involve used, 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.
- Criteria #8 It 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 thorough-fares.
- Criteria #9 It will have adequate facilities to provide sufficient off-street parking and loading space to serve the proposed use.
- Criteria #10 It will not result in the destruction, loss or damage of a natural, scenic, or historic feature of major importance.
- Criteria #11 It will conform to the type of uses that are generally permitted within the District.

In addition to the Planning Commission's recommendation, another consideration that should be reviewed is the outdoor storage issues that currently exist on site. Staff has met with the property owners and has evaluated the site so the property owners are fully aware that the site will need to be cleaned up and in compliance prior to this request moving forward. The normal procedure is that the new business needs to get into compliance with the current zoning requirements. Staff recommends adding language to the CUP that would require them to address the zoning compliance issues prior to them being able to construct the tower if approved to move forward.

Staff also will need to have the applicant provide information that verifies that the necessary federal or state license has been granted and provide proof that the application for any has been made.

The Council will be required to approve OR deny the request to construct a monopole tower at 2150 County Road 137 as presented or with conditions.

3. VERIZON WIRELESS CONDITIONAL USE PERMIT REQUEST TO CONSTRUCT A MONOPOLE TOWER AT 2150 COUNTY ROAD 137 (Cont'd.)

Based on the Zoning Ordinance, this use is permitted in the I-1 zoning district. When considering this request, the Council should evaluate the Findings of Fact that support their decision. Additional information needs to also be provided or needs to be noted as a condition of the CUP. In addition, the Planning Commission provided recommendations for additional items to be considered as conditions as well that should be considered as part of this approval process. The conditions to be considered are as follows:

- Landscaping, which must be approved by City Staff prior to proceeding.
- Provide documentation that required Federal or State licenses have been granted or applications have been made.
- The tower shall not be illuminated by artificial means or display strobe lights unless such lighting is specifically required by Federal Aviation Administration or other State or Federal authority.
- The 20-foot wide access aisle/easement from the main street to the tower area shall be recorded with the County.
- The 16-foot wide utility easement along the southwest lot line shall be recorded with the County.
- Provide a letter of intent committing the tower owner and successors to allow the tower's shared use if any additional user agrees in writing to meet reasonable terms and conditions for shared use.
- The site that this commercial tower is being installed on must be in compliance with the current zoning prior to the construction of the tower being allowed.

Member Schneider questioned whether the property borders Waite Park and City Administrator Johnson stated she doesn't believe it is located on the border. Discussion was held on whether this should be done through an Interim Use Permit. It was determined at this time this would need to be done through a Conditional Use Permit. Dave Fischer with Buell Consulting who represents Verizon Wireless stated a condition could be added that if the tower was to be decommissioned, it would need to be taken down within a certain amount of time. City Administrator Johnson stated that is already in place in Ordinance 55 which states "All abandoned unused towers and associated facilities shall be removed within 12 months of the cessation of operations at the site unless the City approves a time extension. If the tower is not removed within 12 months of the cessation of operations at the site, the City may remove the associated facilities and assess the removal cost against the property." If the property changes ownership, the Conditional Use Permit stays with the property. If the tower is ever abandoned, it is required to come down within a year. Attorney Hansmeier stated the City's ordinance pertaining to Conditional Use Permits has similar language.

Motion by Member Schneider, second by Member Theisen, to approve the request to construct a monopole tower at 2150 County Road 137 as presented and based on the Findings of Facts as follows:

- | | |
|-------------|--|
| Criteria #1 | It will not be detrimental to or endanger the public health, safety, morals, comfort, convenience or general welfare of the neighborhood or the City. |
| Criteria #2 | It will be harmonious with the applicable specific and general objectives of the Comprehensive Plan of the City and this Ordinance. |
| Criteria #3 | It 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. |
| Criteria #4 | It will not be hazardous or disturbing to existing or future neighboring uses. |
| Criteria #5 | It 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. |
| Criteria #6 | It 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. |
| Criteria #7 | It will not involve used, 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. |

3. VERIZON WIRELESS CONDITIONAL USE PERMIT REQUEST TO CONSTRUCT A MONOPOLE TOWER AT 2150 COUNTY ROAD 137 (Cont'd.)

- Criteria #8 It 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 thorough-fares.
- Criteria #9 It will have adequate facilities to provide sufficient off-street parking and loading space to serve the proposed use.
- Criteria #10 It will not result in the destruction, loss or damage of a natural, scenic, or historic feature of major importance.
- Criteria #11 It will conform to the type of uses that are generally permitted within the District. and the need to clean up the site and also the recommendations from the Planning Commission as follows:

- Landscaping, which must be approved by City Staff prior to proceeding.
 - Provide documentation that required Federal or State licenses have been granted or applications have been made.
 - The tower shall not be illuminated by artificial means or display strobe lights unless such lighting is specifically required by Federal Aviation Administration or other State or Federal authority.
 - The 20-foot wide access aisle/easement from the main street to the tower area shall be recorded with the County.
 - The 16-foot wide utility easement along the southwest lot line shall be recorded with the County.
 - Provide a letter of intent committing the tower owner and successors to allow the tower's shared use if any additional user agrees in writing to meet reasonable terms and conditions for shared use.
 - The site that this commercial tower is being installed on must be in compliance with the current zoning prior to the construction of the tower being allowed.
- The motion carried unanimously.

4. COMMUNITY CENTER CONDITIONAL USE PERMIT REQUEST AT 523 2ND ST NORTH

The City has received a request for a Conditional Use Permit to be considered for the above property to be used as a community building with possibilities of it being used by various small groups. In addition to this request, the applicant is requesting a parking variance for 20 stalls. They are required to provide 26 total parking spaces and have the capacity of having 6 spaces on-site. The Planning Commission held the Public Hearing on these requests at their August meeting. The Public Hearing was closed at that time and the Planning Commission made a motion to table the request so that the items could be discussed in a joint work session with the Planning Commission and City Council. In addition, Staff addressed the 60-day rule matter which extends the time frame for a decision to be made by the City to November 21, 2014.

The joint work session was held in September with the City Council to discuss this request in more detail. The group discussed the applicants defining a little more clearly the types of uses they intend to host at this facility. Parking for the site and ADA accessibility were two concerns that the group expressed. They wanted the applicants to provide more detail on how they intend to address these issues. There were also ideas mentioned about limiting the uses to the amount of parking that could be provided. It was suggested to the applicants to consider what they could do with parking on the back yard of the site. The group left the meeting with the idea that these issues would be addressed by the applicants at the Planning Commission meeting in October. To date, there is no further information that has been provided by the applicant at this time.

At the October Planning Commission meeting, the request for the Conditional Use Permit was considered again by the Planning Commission. The Planning Commission was concerned with the unresolved issues that remain on the site related to off-street parking and ADA accessibility. The applicant indicated at the meeting that the cost of adding the necessary parking and making the ADA accessibility improvements were too costly for them to consider at this time. The Planning Commission chose to deny the request for the Conditional Use Permit based on the following conditions:

4/6. - 2.0
00

OFFICE OF COUNTY RECORDER
STEARNS COUNTY, MINNESOTA

Document: A1438152

Certified, Filed, and/or Recorded on
February 23, 2015 3:11 PM

DIANE GRUNDHOEFER
STEARNS COUNTY RECORDER

1438152

Date: November 5, 2014

**CITY OF WAITE PARK
CONDITIONAL USE PERMIT
VERIZON WIRELESS**

WHEREAS, The City of Waite Park, a Minnesota municipal corporation ("City") received an application from Verizon Wireless, ("Applicant") for a Conditional Use Permit for the construction of a monopole tower on the following property located within the City at 2150 County Road 137, Waite Park, Minnesota, legally described in the attached Exhibit A ("the Property"); and

WHEREAS, the tower to be constructed on the Property will be 120 feet in height with a 9-foot lighting rod at the top; and

WHEREAS, associated with this tower is an equipment building approximately 12' x 30' at the base of the tower; and

WHEREAS, the Property on which the tower is to be constructed is zoned as I-1, Light Industrial and this use requires issuance of a Conditional Use Permit; and

WHEREAS, the Planning Commission held a public hearing on the conditional use request and recommended approval and made findings of fact to support the recommendation which are attached hereto as Exhibit B.

RECITALS

This Conditional Use Permit was approved by the Waite Park City Council on November 5, 2014, and is issued by the City to authorize Verizon Wireless to construct and operate a 129-foot monopole

City of Waite Park

tower on the Property in the I-1 zone, located within the City of Waite Park legally described in the attached Exhibit A, subject to and contingent upon the following:

CONDITIONS

- P. Approval by City Staff of Applicant's landscaping and screening plan prior to construction of the tower.
2. Applicant shall provide documentation that the required Federal or State licenses have been granted or applications have been made.
3. The tower shall not be illuminated by artificial means or display strobe lights unless such lighting is specifically required by Federal Aviation Administration or other State or Federal authority.
4. The 20-foot wide access aisle/easement from the main street to the tower area shall be recorded with Stearns County.
5. The 16-foot wide utility easement along the southwest lot line shall be recorded with Stearns County.
6. Applicant shall make accommodations for at least one additional user on the tower.
7. Applicant shall provide a letter of intent committing the tower owner and successors to allow the tower's shared use if any additional user agrees in writing to meet reasonable terms and conditions for shared use.
8. The site on which this commercial tower is to be constructed must be in compliance with the current zoning standards prior to construction of the tower.
9. The tower and equipment structure shall comply with the setback requirements pursuant to City Ordinance 55 –Telecommunication Freestanding Tower Regulation Ordinance.

If the City Council or other appropriate City body determines that the operation is in violation of the provisions of this Conditional Use Permit or other applicable laws, regulations or ordinances, notice and hearing shall first be held under the provisions of the then existing zoning ordinance, to review the existence of any alleged violations. The permit shall be subject to revocation upon a determination that

EXHIBIT A
LEGAL DESCRIPTION

Lot 1 Block 1 Scepaniak Addition

EXHIBIT B
FINDINGS OF FACT SUPPORTING
PLANNING COMMISSION'S RECOMMENDATION FOR
APPROVAL OF CONDITIONAL USE PERMIT

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 Ordinance 55 – Telecommunication Freestanding Tower Regulation 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 used, 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 thorough-fares.
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.

From: [Jon Noerenberg](#)
To: "Kurt Scepaniak"; [Dave Fischer](#)
Cc: [Sheila Mockros](#)
Subject: RE: STCC Prospector - VZW Tower - Horizon Roofing, Waite Park
Date: Wednesday, May 24, 2017 1:53:00 PM
Attachments: [image001.png](#)
[image002.png](#)
[Reviewed Horizon Roofing-VZW Screening Plan and Required Modifications - 5-24-17.pdf](#)

Good afternoon Kurt,

Our staff has reviewed your proposal for the fence screening alternative to the approved slats. After discussion and consideration, we do not believe it is the right material for this application. You may use either the vinyl slats as approved for the existing and yet-to-be-installed fencing, or opt for the 6' green treated wood fence along the western property line as outlined in the submitted plans.

Additionally, the vinyl slats on the front fence will need to be installed to at least the eastern property boundary on the 2010 CR137 parcel. By my measurements this is about 320 lineal feet and the plans reflect 460 lineal feet. I will also need to work with yourself and/or AAA Courier to ensure removal or relocation of the junk and unlicensed vehicles being stored up front along the fence line on that parcel. As an alternative, the use of vinyl slats could be extended to this parcel along the front fencing (perhaps this is the intent and is reflected in the noted 460 total lineal feet?).

I would like to see the 6' fencing, whether you opt for the 6' chain link with vinyl slats or the 6' solid wood fence, along the western property line extended all the way down to the property corner as well.

The 8 arborvitaes noted in the plan at the entrance area should also be planted this year. As these plantings sometimes do better in fall, I'm okay waiting until then for these.

I've attached an updated sketch from the tower submittal package with these areas noted.

I've also given consideration to the rear property line and some concerns we've had regarding visibility from the adjacent property. Given the elevation changes reflected in our available data, the submitted plans, and as visible from your property, I don't believe that installation of fencing in this section would be of much benefit as fencing installed at your property line, even at 8 – 10' height, wouldn't be effective in limiting visibility from the adjacent property to the south. However, further site clean-up of your property may be required in the future if that area becomes a concern and/or we receive complaints on it.

****Please note that a permit will be required for the new fencing installation and your contractor must be able to verify the property lines as part of that application and prior to construction.**

I believe these modifications are reasonable and in line with the discussion and agreements between yourself and the City as part of the Verizon Wireless Conditional Use Permit process from early 2015. Please let me know the anticipated timeframe for the work. As we discussed, I'm open to additional time as long as all parties agree to it and the work is completed this summer, and I'm

aware that my review and response took some time from our previous meeting earlier this month.

Please feel free to contact me if you have any questions.

Regards,

Jon

Jon Noerenberg | Planning & Community Development Director

19 13TH AVE N | PO BOX 339 | WAITE PARK MN 56387-0339

OFFICE: (320)656-8936 EXT 223 | FAX: (320)252-6955

EMAIL: JON.NOERENBERG@CI.WAITEPARK.MN.US | WEB: <http://mn-waitepark.civicplus.com/>



From: Kurt Scepaniak [<mailto:Kurt@horizonroofinginc.com>]
Sent: Friday, May 05, 2017 4:01 PM
To: Jon Noerenberg; Dave Fischer
Cc: Sheila Mockros
Subject: Re: STCC Prospector - VZW Tower - Horizon Roofing, Waite Park

Thanks for meeting today to talk about fencing. As discussed we would like to do a chain link fence instead of the wood fence as originally approved. This will cost us about double the costs, but will not require the maintenance that a wood fence can have with rotting, chipping paint and blowing over in strong storms. The screening we want to do is a screening fabric (<http://www.fencescreen.com/Products/100-Series-FenceBlock.aspx>) that allows wind to blow through it and comes in over 50 different colors. With wear and tear this material can be replaced as needed to provide a new clean look compared to the plastic slats (<http://www.fencescreen.com/Fence-Slats/Fence-Weave.aspx>) that is currently approved. The plastic slats have about a 5 year life until they start to break and fall apart. Replacing the failed slats would lead to new replacement ones having different shades of color which would not be as appealing to passing by traffic. I think after reviewing this information you'll see we are not taking the easy less expensive way out and are looking for a clean long lasting solution. Hopefully we can get this approved and signed off on soon and we can give approval to fencing contractor and get this resolved and off all of our list of things to do list. Have a good weekend and we look forward to a speedy resolution.

MEMORANDUM OF AGREEMENT

This memorandum is to document the agreement between D And G, LLC. the land owners and the city of Waite Park.

D And G, LLC. is located in the City of Waite Park at 2010 County Road 137, Waite Park, MN 56387. That property has recently come before the city council as part of a conditional use permit for the erection of a cell tower for Verizon. The city and D And G, LLC. have met and discussed the requirement under ordinance for fencing and screening at the D And G, LLC. location. D And G, LLC. is going to install a fence/screening as approved by the City of Waite Park on the property to create proper screening from passing traffic but have asked the city to delay the install of the fence until after Verizon does their tower erection because the tower erection puts the fence at risk for damage.

The city agrees the fence erection by D And G, LLC. may be delayed for 60 days after the tower erection by Verizon or by July 1, 2016, whichever event occurs first. In the event the tower erection occurs during winter months the city will agree to a reasonable extension of the 60 days to allow frost to be eliminated.

Dated: 4/9/15, 2015

Dated: 4/10/15, 2015

D AND G, LLC.

CITY OF WAITE PARK

By: [Signature]

By: [Signature]
Shaunna Johnson, City
Administrator



19 - 13th Avenue North
PO Box 339
Waite Park MN 56387-0339

(320) 252-6822 Phone * (320) 252-6955 Fax
Email: city.hall@ci.waitepark.mn.us
Website: www.ci.waitepark.mn.us

January 16, 2015

D & G LLC
17503 Fisher Road
Cold Spring MN 56320

Dave Fischer
1360 Energy Park Drive Suite 210
St Paul MN 55108

Re: CUP for Communication Tower

The City Council has approved the Conditional Use Permit for the communication tower to be located at the property at 2150 County Road 137. The approval did include some conditions that would require compliance with prior to the construction of the communication tower. We have included a copy of the Conditional Use Permit for your review.

As you heard at both the Planning Commission and the City Council meeting, outdoor storage on the site is one area that will need attention prior to the communication tower being constructed. In reviewing the site, it appears that there is a great deal of vehicles, materials, and other miscellaneous items that are on your property. These items will need to be removed from the front and side yard areas. If they remain on site, they will be required to be screened with fencing and/or landscaping, which would be required to be in the rear of the lot. I have included a copy of the outdoor storage regulations for your review. You will need to come up with a plan to address this issue prior to a permit being issued.

As you review the conditions set forth in the Conditional Use Permit, please feel free to contact us with any questions.

Sincerely,

A handwritten signature in black ink, appearing to read "Shaunna Johnson". The signature is fluid and cursive, with the first and last names being the most prominent parts.

Shaunna Johnson
City Administrator

C: Conditional Use Permit



CITY OF

Waite Park

WHERE MINNESOTA CONNECTS

May 24, 2017

Bob & Helen Trisko
PO Box 308
Waite Park, MN 56387-0308

Re: Fencing and Trees – Property Adjacent to Horizon Roofing, 2150 CR 137

Dear Bob & Helen,

Please find this letter as a follow-up to voicemail message left for you May 24, 2017. I have been coordinating with Horizon Roofing on their screening plan for their property at 2150 County Road 137, in conjunction with the Conditional Use Permit for cellular tower.

As part of the screening plan, they will be installing fencing along the western property boundary, which abuts property you own. I have been advised that they intend to place the fence immediately adjacent to the property line, which is allowable per City Ordinance. However, they have noted that there are some trees or other plantings along this area which may be located on both sides of the property line. It is my understanding that survey markers are currently in place which delineate the property boundary.

As a courtesy, I am informing you of these trees as the Horizon Roofing owners prepare for their fencing work. I would recommend you coordinate with them if there are any trees or other plantings in this area which may encroach on their property and that you would like to try to preserve. They have not yet submitted for fence permit.

Aside from this notification, I and the City will not otherwise mediate or arbitrate any disagreements regarding any such trees/vegetation and their possible removal by the adjacent property owners for their fence installation. Any such disagreements are civil in nature and must be resolved privately between property owners as they see fit.

Please feel free to contact me at (320) 656-8936 or jon.noerenberg@ci.waitepark.mn.us with any questions.



Sincerely,

Jon Noerenberg
Planning & Community Development Director

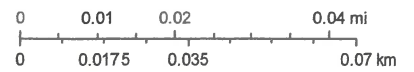
Horizon Roofing Aerial - 2010



June 8, 2017

-  Municipal Boundary
-  Parcels

1:1,000





SEH
Waite Park, SEH, Stearns County

Horizon Roofing Aerial - 2015



June 8, 2017

-  Municipal Boundary
-  Parcels

1:1,000







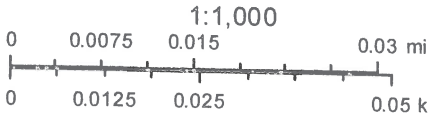
SEH
Aerial flight spring 2015
Waite Park, SEH, Stearns County

Grade Changes - Horizon Roofing Area



June 9, 2017

-  Index Contours
-  Parcels
-  Intermediate Contours
-  Municipal Boundary



SEH
Aerial flight spring 2015
Waite Park, SEH, Stearns County



Parking Lot - Facing West



Parking Lot - Facing West



Parking Lot - Facing West



Parking Lot - Facing Northwest



Parking Lot and Elevation Change to South



Southwest Corner of Property and Elevation Change



Facing South - Note Kurt Scepniak for Scale of Elevation Change



Facing South - Note Kurt Scepniak for Scale of Elevation Change



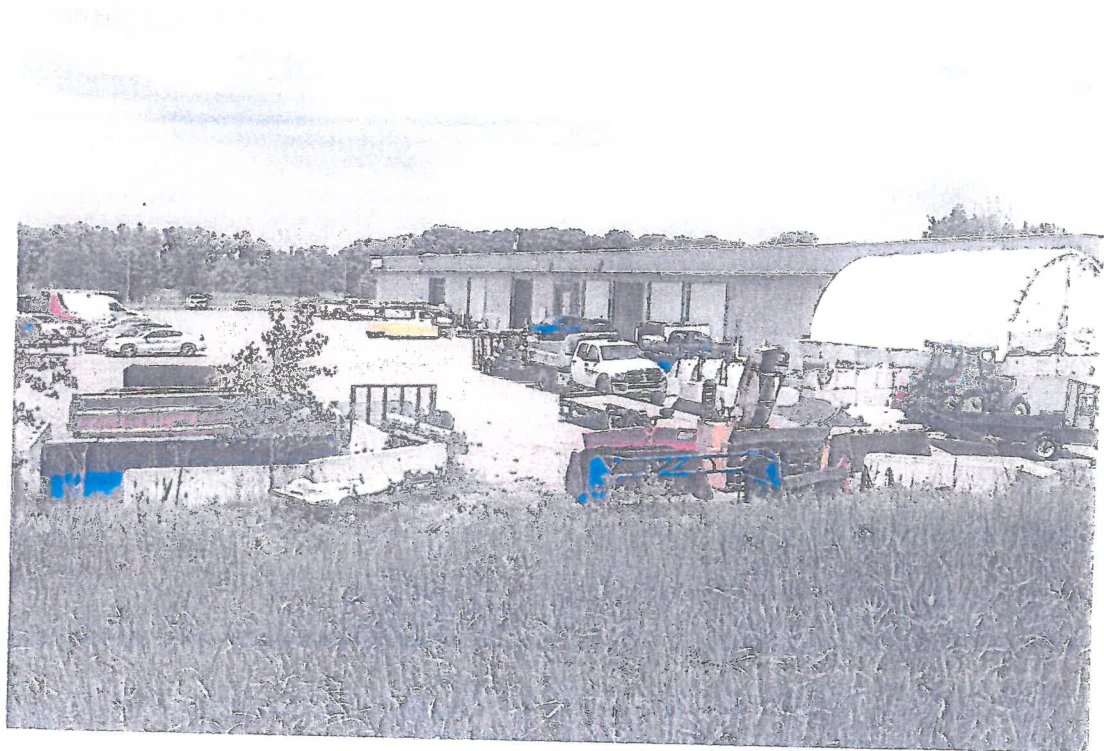
Facing North From Southern Property Boundary Area



Facing North from Southern Property Boundary Area - Fill pile used by landscaping business which leaves space on property



Facing East - view from Trisko Property Partially up Grade



Facing Marsh - view from Trisko Property at top of Grade



Facing North from Trisko Property



Facing North from Trisko Property - Zoomed In



Facing East Near Southern Property Boundary



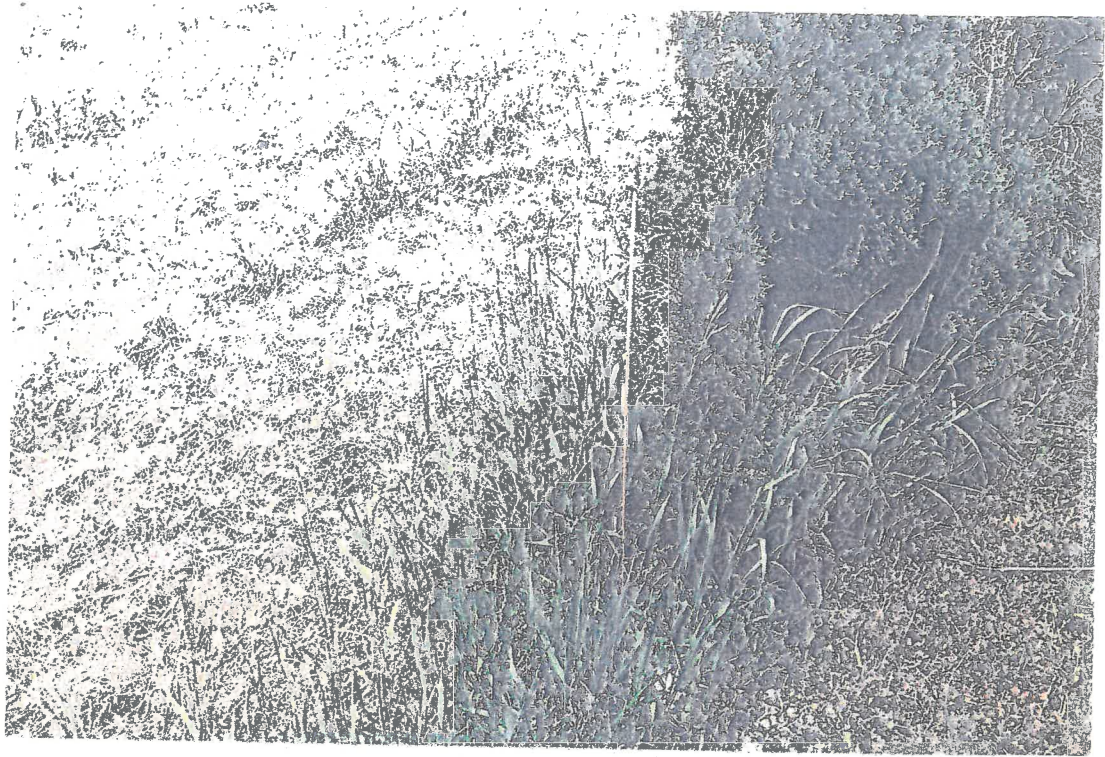
Facing East Near Southern Property Boundary



Row of Trees Along Property Line - Facing north to CR137
- Note Property Line Marker



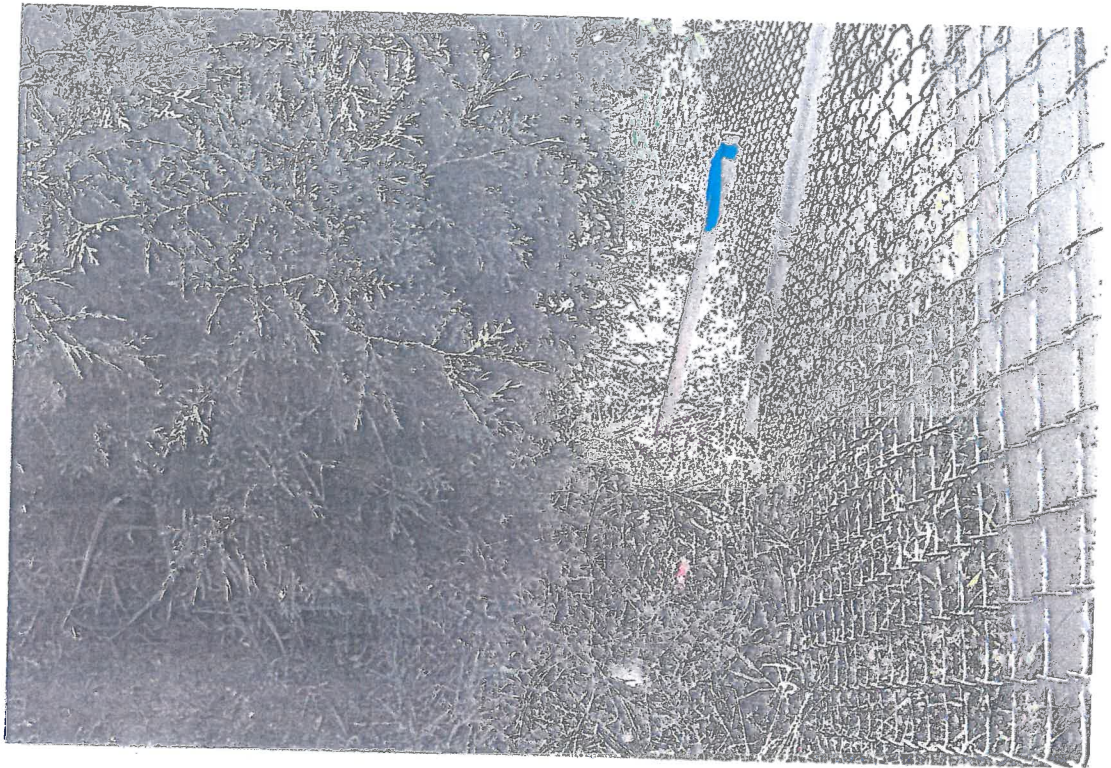
Property Stake Marker - Facing West



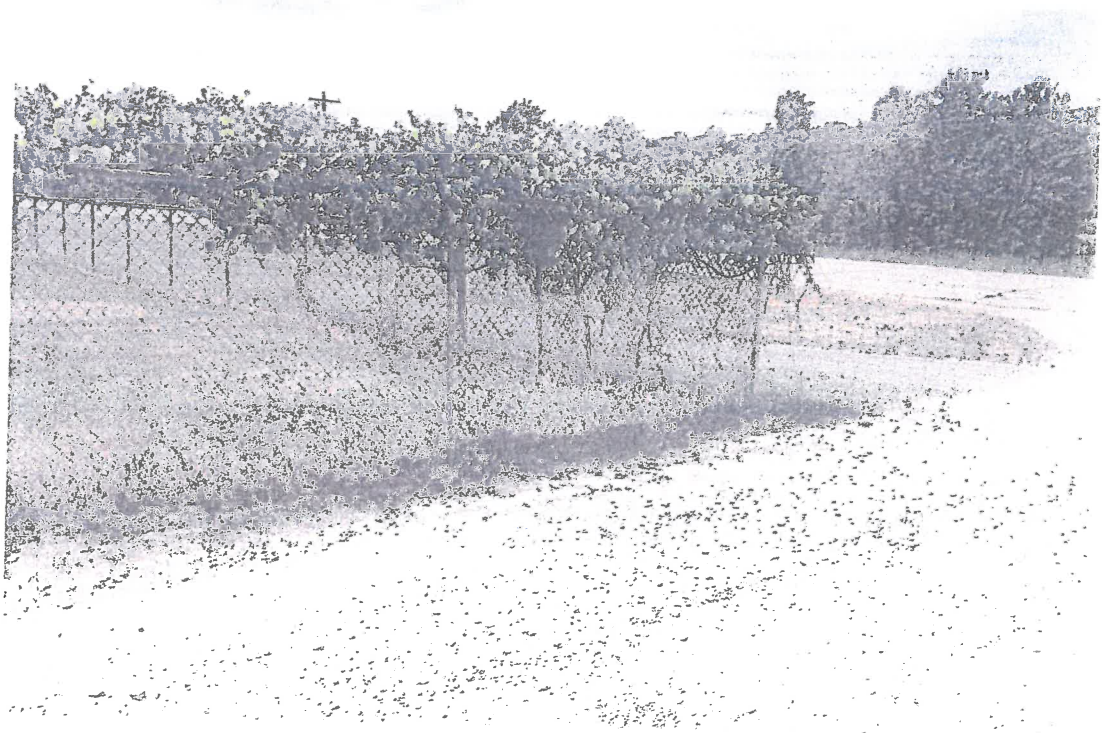
Better view of property markers etc from previous picture



Facts South of Horizon Roofing Property Near Row of
Trees along property boundary



Property marker - northern property line in middle of row of trees



Area of visibility concern for bicyclists with potential screenings
- western side



*Area of visibility concern for bicyclists with potential screenings
- eastern side*

Agnda Item No. 4

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

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
06/01/2017 15:04:07

Schedule of Bills

CITY OF WAITE PARK
GL050S-V08.05 COVERPAGE
GL540R

Report Selection:

RUN GROUP... 0317M2 COMMENT... 0317 SR CTR DISBURSEMENT

DATA-JE-ID DATA COMMENT

M-03312017-974 0317 SR CTR DISBURSEMENT

Run Instructions:

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

ACS FINANCIAL SYSTEM
 06/01/2017 15:04:07

Schedule of Bills

CITY OF WAITE PARK
 GL540R-V08.05 PAGE 1

VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
SAM'S CLUB/SYNCHRONY BAN										
	SNACKS/NAPKINS/ETC-SR CT	112.65	EXPENSES APPROVED BY	COU 603.4825.4451		80001F00ZH3XTE	000544	P	974	00002
	SNACKS/SUPPLIES-SR CTR	175.30	EXPENSES APPROVED BY	COU 603.4825.4451		80001Y00ZLVNWS	000559	P	974	00003
	STORAGE CABINET-SR CTR	328.52	EXPENSES APPROVED BY	COU 603.4825.4451		80001Y00ZM1GL5	000558	P	974	00004
		616.47	*VENDOR TOTAL							
VISA										
	COIN SORTER - SR CENTER	42.78	EXPENSES APPROVED BY	COU 603.4825.4451		022817	000556	P	974	00001
	SPOONS/BOXES/ETC	17.88	EXPENSES APPROVED BY	COU 603.4825.4451		022817	000557	P	974	00005
		60.66	*VENDOR TOTAL							

ACS FINANCIAL SYSTEM
06/01/2017 15:04:07

Schedule of Bills

CITY OF WAITE PARK
GL540R-V08.05 PAGE 2

VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
REPORT TOTALS:		677.13								

RECORDS PRINTED - 000005

ACS FINANCIAL SYSTEM
06/01/2017 15:04:07

Schedule of Bills

CITY OF WAITE PARK
GL060S-V08.05 RECAPPAGE
GL540R

FUND RECAP:

FUND	DESCRIPTION	DISBURSEMENTS
603	SENIOR CENTER FUND	677.13
TOTAL ALL FUNDS		677.13

BANK RECAP:

BANK	NAME	DISBURSEMENTS
CHEK	PLAZA PARK BANK	677.13
TOTAL ALL BANKS		677.13

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

DATE APPROVED BY

ACS FINANCIAL SYSTEM
06/12/2017 11:44:15

Schedule of Bills

CITY OF WAITE PARK
GL050S-V08.05 COVERPAGE
GL540R

Report Selection:

RUN GROUP... 0617D1 COMMENT... 061217 MISC DISBURSEMENT

DATA-JE-ID DATA COMMENT

D-06122017-979 061217 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 SEASONALS	135.00	OPERATING SUPPLIES	101.4212.2100		0520179427S	028704	P	979	00001
BACKGROUND CK ST BEER LC	30.00	OPERATING SUPPLIES	101.4051.2100		0520179427S	028704	P	979	00002
	165.00	*VENDOR TOTAL							
ALBIN ACQUISITION CORPOR CR CHECK-STRONG BEER LIC	65.00	OPERATING SUPPLIES	101.4051.2100		0520179460A	028705	P	979	00003
ALL CARE TOWING INC TOW SQUAD #211 TO PD	88.00	TOWING	101.4110.3910		178912	000687	P	979	00005
TOW/UNSTICK #211	60.00	TOWING	101.4110.3910		179605	000686	P	979	00004
	148.00	*VENDOR TOTAL							
ALL STATE COMMUNICATIONS DIGITAL WATCHDOG RESTART	135.00	REPAIR & MAINTENANCE	101.4212.3700		263502	020055	P	979	00006
ANEJOS OF WAITE PARK LLC 060517 MEAL WORK SESSION	8.55	TRAINING/TRAVEL/HOTEL	101.4110.3200		125	028703	P	979	00245
060517 MEAL WORK SESSION	8.55	TRAINING/TRAVEL/HOTEL	101.4212.3200		125	028703	P	979	00246
060517 MEALS WK SESSION	34.20	TRAINING/TRAVEL/HOTEL	101.4051.3200		125	028703	P	979	00247
060517 MEALS WK SESSION	34.20	TRAINING/TRAVEL/HOTEL	101.4011.3200		125	028703	P	979	00248
060517 MEAL WORK SESSION	8.55	TRAINING/TRAVEL/HOTEL	101.4021.3200		125	028703	P	979	00249
060517 MEAL WORK SESSION	8.55	TRAINING/TRAVEL/HOTEL	101.4091.3200		125	028703	P	979	00250
	102.60	*VENDOR TOTAL							
AUTO TRIM & SIGN INC PROT PAINT ON HOOD #212	175.00	REPAIR & MAINTENANCE	101.4110.3700		48614	000691	P	979	00007
AUTO VALUE PARTS STORES BELT #444	42.99	REPAIR & MAINTENANCE SUP	101.4212.2200		7424636	028116	P	979	00009
BRAKE BLEEDER-SHOP	374.95	REPAIR & MAINTENANCE SUP	101.4212.2200		7431591	028654	P	979	00008
	417.94	*VENDOR TOTAL							
AXON ENTERPRISE, INC TASER AMMO (50 CARTONS)	1,661.95	AMMUNITION	101.4110.2130		SI1483641	000684	P	979	00010
BROCK WHITE CO LLC TILT BRACKET/ETC-STREETS	161.75	REPAIR & MAINTENANCE SUP	101.4212.2200		12782886-00	028631	P	979	00013
REBAR/CUTTING-K9 KENNEL	55.92	CANINE EXPENSES	101.4110.4011		12784030-00	028648	P	979	00011
BAR TIES/TWISTER HAND	39.55	REPAIR & MAINTENANCE SUP	101.4212.2200		12784030-00	028648	P	979	00012
	257.22	*VENDOR TOTAL							
C&H TRUCK REPAIR INC A/C REPAIR #680	195.75	REPAIR AND MAINTENANCE	715.4224.3700		20065	028682	P	979	00014
CAL ENTERPRISE INC BATTERIES (2) #408	214.40	REPAIR & MAINTENANCE SUP	101.4212.2200		1922301006198	028678	P	979	00015
CELLEBRITE USA INC 082917-082817 CELL SFTWR	3,700.00	TECHNOLOGY	818.4110.3711		Q-04687-1	000693	P	979	00016

Schedule of Bills

VENDOR NAME DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
CENTURYLINK 0617 PHONE-COMM PARK	32.94	COMMUNICATIONS	101.4552.3100		060117			979	00017
CITY OF ST CLOUD									
0417 OPER & MAINT	23,108.42	OPERATIONS & MAINTENANCE	709.4842.2160		V0010769			979	00018
0417 OPER & MAINT CONV	4,940.81	OPERATIONS & MAINTENANCE	709.4841.2160		V0010769			979	00019
0417 REHAB & REPLACE	1,993.80	REHAB & REPLACE	709.4842.3730		V0010769			979	00020
0417 REHAB & REPLACE CON	734.56	REHAB & REPLACE	709.4841.3730		V0010769			979	00021
0417 DEBT SVC-WWTF EXP	17,688.00	DEBT SERVICE	709.4842.4845		V0010769			979	00022
0417 DEBT SVC-TRI/SIS	14,321.00	DEBT SERVICE TRI-CITY/SI	709.4841.4845		V0010769			979	00023
0417 DEBT SVC-SIS PH 3	4,552.00	DEBT SERVICE TRI-CITY/SI	709.4841.4845		V0010769			979	00024
0417 DEBT SVC- SIS PH4	8,669.00	DEBT SERVICE TRI-CITY/SI	709.4841.4845		V0010769			979	00025
0417 DEBT SVC-M LIFT ST	3,485.00	DEBT SERVICE TRI-CITY/SI	709.4841.4845		V0010769			979	00026
0417 EXISTING DEBT	2,203.34	EXISTING DEBT	709.4842.4846		V0010769			979	00027
	81,695.93	*VENDOR TOTAL							
D J AUTO REPAIR INC BRAKE ACT/ETC REP #476	840.67	REPAIR & MAINTENANCE SUP	101.4212.2200		28477	028691	P	979	00028
DARREL NEMETH INC 0517 ELECTRIC INSPECTION	1,649.85	FEES PAID TO ELECTRICAL	101.4140.4080		053117			979	00029
DAVIS EQUIPMENT CORPORAT GASKET/FINS/ETC #501	166.32	REPAIR & MAINTENANCE SUP	101.4552.2200		EI01522	028608	P	979	00030
DE LAGE LANDEN FINANCIAL 0515-061417 PD COPIER	99.23	SERVICE CONTRACT	101.4110.4015		54695048	000680	P	979	00031
DELTA DENTAL OF MN 0717 DENTAL PREM BB 0717 DENTAL PREM RS	69.24 33.84 103.08	HOSPITALIZATION INSURANC HOSPITALIZATION INSURANC *VENDOR TOTAL	101.4140.1500 101.4212.1500		060717 060717	028706 028706	P P	979 979	00032 00033
EL-JAY MECHANICAL, INC BLEACH TANK REP-WTP	593.50	REPAIR & MAINTENANCE SUP	703.4822.2200		M7387-1	028421	P	979	00034
FASTENAL CO STAINLESS ST ANCHORS-PB	54.18	REPAIR & MAINTENANCE SUP	101.4552.2200		MNST198370	028634	P	979	00037
FLAHERTY HOOD PA 0517 BONDING SERVICE	322.75	LEGAL SERVICES	101.4060.3005		10110			979	00195
FLEET ONE LLC 0517 FUEL PW	86.81	GAS & OIL PURCHASES	101.4212.2110		4473390067			979	00035
FRONTIER PRECISION INC MARKING PAINT-LOCATES	140.40	REPAIR & MAINTENANCE SUP	703.4824.2200		19001	028427	P	979	00036
G&K SERVICES 0517 UNIFORMS PW 0517 UNIFORMS WTR	87.28 18.68	UNIFORMS UNIFORMS	101.4212.2120 703.4825.2120		053117 053117			979 979	00226 00227

Schedule of Bills

VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
G&K SERVICES										
	0517 UNIFORMS SWR	49.35	UNIFORMS	709.4843.2120		053117			979	00228
	0517 TOWELS PW	7.00	RUGS/TOWELS	101.4212.4012		053117			979	00229
	050417 RUGS CH	8.16	RUGS/TOWELS	101.4094.4012		6043762366			979	00236
	050417 RUGS FD	12.72	RUGS/TOWELS	101.4120.4012		6043762366			979	00237
	050417 RUGS CL	6.72	RUGS/TOWELS	101.4051.4012		6043762366			979	00238
	050417 RUGS PD	15.60	RUGS/TOWELS	101.4110.4012		6043762366			979	00240
	050417 RUG OVER CHARGE	0.48	RUGS/TOWELS	101.4051.4012		6043762366			979	00241
	050417 RUGS PARKS	4.32	RUGS/TOWELS	101.4552.4012		6043762367			979	00242
	050417 RUGS WTR	6.20	RUGS/TOWELS	703.4825.4012		6043762383			979	00243
	050417 RUGS SWR	6.20	RUGS/TOWELS	709.4843.4012		6043762383			979	00244
	050417 RUGS PW	8.40	RUGS/TOWELS	101.4212.4012		6043762387			979	00230
	050417 RUGS LIBRARY	7.92	RUGS/TOWELS	101.4095.4012		6043762388			979	00232
	051817 RUGS PW	8.40	RUGS/TOWELS	101.4212.4012		6043773809			979	00231
	051817 RUGS LIBRARY	7.92	RUGS/TOWELS	101.4095.4012		6043773810			979	00234
		255.35	*VENDOR TOTAL							
GENE LANGE SONS EXCAVATI										
	BLACK DIRT (6YD)-STOCK	66.00	REPAIR & MAINTENANCE SUP	101.4212.2200		7554		028676	P	979 00038
GOODIN CO										
	TOILET/ETC-BABE R BATHRM	97.90	REPAIR & MAINTENANCE SUP	101.4552.2200		05949872-00		027817	P	979 00039
	VAC BREAKER-BABE R BATHR	43.62	REPAIR & MAINTENANCE SUP	101.4552.2200		05949905-00				979 00040
		141.52	*VENDOR TOTAL							
GOPHER STATE ONE CALL IN										
	0517 LOCATES WTR	104.25	EXPENSES OF GOPHER STATE	703.4825.5000		7050783			979	00041
	0517 LOCATES SWR	104.25	EXPENSES OF GOPHER STATE	709.4843.5000		7050783			979	00042
		208.50	*VENDOR TOTAL							
GRAINGER										
	FURNACE FILTERS/ETC-CH	197.58	REPAIR & MAINTENANCE SUP	101.4094.2200		0849716741		028584	P	979 00043
	VENT COVER-RIVERS E BATH	234.18	REPAIR & MAINTENANCE SUP	101.4552.2200		9456826339		028586	P	979 00044
		431.76	*VENDOR TOTAL							
GRANITE WATER WORKS INC										
	GATE VALVE PARTS-HTL'S	69.87	REPAIR & MAINTENANCE SUP	703.4824.2200		99477		028633	P	979 00045
GREYSTONE CONSTRUCTION C										
	PYT #1 - PW SALT BLDG	42,275.00	CONSTRUCTION COSTS	443.4214.6300		1			979	00196
H&S HEATING & A/C RESIDE										
	DEHUMIDIFIER BLOW REP-PD	758.00	REPAIR & MAINTENANCE SUP	101.4094.2200		21540		028588	P	979 00251
HARDRIVES INC										
	CONCRETE-13 AV N/2 ST N	174.00	REPAIR & MAINTENANCE SUP	715.4224.2200		180261		028614	P	979 00046
HAWKINS INC										
	AZONE/FLUORIDE-WTP	1,542.33	REPAIR & MAINTENANCE SUP	703.4822.2200		4084392		028431	P	979 00047

Schedule of Bills

VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
INNOVATIVE OFFICE SOLUTI	ZIPLOCK BAGS-PD	31.65	OFFICE SUPPLIES/POSTAGE	101.4110.2000		IN1625317	000688	P	979	00048
	BINDER CLIPS/ETC-PD	21.02	OFFICE SUPPLIES/POSTAGE	101.4110.2000		IN1630183	000689	P	979	00049
		52.67	*VENDOR TOTAL							
INTEGRA TELECOM										
	0523-062217 PHONES MAYOR	22.05	COMMUNICATIONS	101.4021.3100		14667810			979	00050
	0523-062217 PHONES CL	121.30	COMMUNICATIONS	101.4051.3100		14667810			979	00051
	0523-062217 PHONES CH	29.35	COMMUNICATIONS	101.4094.3100		14667810			979	00052
	0523-062217 PHONES PD	193.58	COMMUNICATIONS	101.4110.3100		14667810			979	00053
	0523-062217 PHONES PD	23.02	COMMUNICATIONS	101.4120.3100		14667810			979	00054
	0523-062217 PHONES BI	113.74	COMMUNICATIONS	101.4140.3100		14667810			979	00055
	0523-062217 PHONES PW	110.67	COMMUNICATIONS	101.4212.3100		14667810			979	00056
	0523-062217 PHONES WTR	73.37	COMMUNICATIONS	703.4825.3100		14667810			979	00057
	0523-062217 PHONES SWR	73.37	COMMUNICATIONS	709.4843.3100		14667810			979	00058
	0523-062217 PHONES PD	43.03	COMMUNICATIONS	101.4110.3100		14667810			979	00059
	0523-062217 PHONES LIB	43.03	COMMUNICATIONS	101.4095.3100		14667810			979	00060
	0523-062217 PHONES WTR	129.10	COMMUNICATIONS	703.4825.3100		14667810			979	00061
	0523-062217 PHONES SWR	129.10	COMMUNICATIONS	709.4843.3100		14667810			979	00062
	0523-062217 PHONES PW	43.03	COMMUNICATIONS	101.4212.3100		14667810			979	00063
	0523-062217 PHONES PD	20.98	COMMUNICATIONS	101.4110.3100		14667810			979	00064
	0523-062217 PHONES CH	20.97	COMMUNICATIONS	101.4094.3100		14667810			979	00065
	0523-062217 PHONES CH	41.95	COMMUNICATIONS	101.4094.3100		14667810			979	00066
		1,231.64	*VENDOR TOTAL							
JANSSEN/SUNY										
	070217 PARK RENT REFUND	151.06	REFUNDS & REIMBURSEMENT	101.4552.4980		R#39064	028702	P	979	00067
KEVIN MRZENA										
	TRUCK EQUIP SWAP LAB #E1	1,912.50	REPAIR & MAINTENANCE	101.4120.3700		6932	028288	P	979	00068
	TRUCK EQUIP SWAP PAR #E1	313.16	REPAIR & MAINTENANCE	101.4120.3700		6932	028288	P	979	00069
	TRUCK REP LABOR #T6/GR	467.50	REPAIR & MAINTENANCE	101.4120.3700		6934	028287	P	979	00070
	TRUCK REP PARTS #T6/GR	142.15	REPAIR & MAINTENANCE	101.4120.3700		6934	028287	P	979	00071
		2,835.31	*VENDOR TOTAL							
KUE CONTRACTORS INC										
	PYT #9 - PW FACILITY	761,245.33	CONSTRUCTION COSTS	443.4214.6300		9			979	00197
LENNYS CROSSROADS AUTO,										
	LIGHT REPL/ETC #207	32.56	REPAIR & MAINTENANCE	101.4110.3700		21743	000682	P	979	00072
LOCATORS AND SUPPLIES IN										
	ROUGH RD SIGNS 48" (2)	291.75	REPAIR & MAINTENANCE SUP	101.4216.2200		0256496-IN	028109	P	979	00073
LOGIN, INC.										
	0701-063017 ANNUAL MEMB	525.00	DUES & SUBSCRIPTIONS	101.4110.4010		30142	000681	P	979	00074
M R SIGN CO INC										
	MULTI PARK SIGNS (21)	625.29	REPAIR & MAINTENANCE SUP	101.4552.2200		195477/195448	028603	P	979	00075

Schedule of Bills

VENDOR NAME DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
MACQUEEN EQUIPMENT INC PIVOT PINS (2) #680	136.29	REPAIR & MAINTENANCE SUP	715.4224.2200		P06552	028638	P	979	00076
MAILROOM FINANCE INC									
050417 POSTAGE MISC	330.29	OFFICE SUPPLIES/POSTAGE	101.4051.2000		060217			979	00121
050417 POSTAGE PD	312.64	OFFICE SUPPLIES/POSTAGE	101.4110.2000		060217			979	00122
050417 POSTAGE FD	1.23	OFFICE SUPPLIES/POSTAGE	101.4120.2000		060217			979	00123
050417 POSTAGE BI	33.03	OFFICE SUPPLIES/POSTAGE	101.4140.2000		060217			979	00124
050417 POSTAGE RENTAL	35.13	OFFICE SUPPLIES/POSTAGE	101.4141.2000		060217			979	00125
050417 POSTAGE PUBLIC HR	107.18	OFFICE SUPPLIES/POSTAGE	101.4140.2000		060217			979	00126
050417 POSTAGE PLANNING	65.35	OFFICE SUPPLIES/POSTAGE	101.4031.2000		060217			979	00127
050417 POSTAGE PW	33.93	OFFICE SUPPLIES/POSTAGE	101.4212.2000		060217			979	00128
050417 POSTAGE WTR	21.21	OFFICE SUPPLIES/POSTAGE	703.4825.2000		060217			979	00129
050417 POSTAGE SWR	21.21	OFFICE SUPPLIES/POSTAGE	709.4843.2000		060217			979	00130
050417 POSTAGE ST SWR	8.47	OFFICE SUPPLIES/POSTAGE	715.4224.2000		060217			979	00131
	969.67	*VENDOR TOTAL							
MANEY INTERNATIONAL INC DOT INSP #475	100.80	REPAIR & MAINTENANCE	101.4212.3700		160458	028627	P	979	00077
MARCO INC									
0617 CL COPIER LEASE CL	233.79	SERVICE CONTRACT	101.4051.4015		200713896			979	00089
0617 CL COPIER LEASE BI	77.93	SERVICE CONTRACT	101.4140.4015		200713896			979	00090
0617 CL COPIER LEASE WTR	38.97	SERVICE CONTRACT	703.4825.4015		200713896			979	00091
0617 CL COPIER LEASE SWR	38.96	SERVICE CONTRACT	709.4843.4015		200713896			979	00092
0617 PHONE LEASE PD	583.38	COMMUNICATIONS	101.4110.3100		20743460			979	00078
0617 PHONE LEASE CL	183.81	COMMUNICATIONS	101.4051.3100		20743460			979	00079
0617 PHONE LEASE BI	75.43	COMMUNICATIONS	101.4140.3100		20743460			979	00080
0617 PHONE LEASE CH	193.66	COMMUNICATIONS	101.4094.3100		20743460			979	00081
0617 PHONE LEASE MAYOR	23.65	COMMUNICATIONS	101.4021.3100		20743460			979	00082
0617 PHONE LEASE EOC	164.34	COMMUNICATIONS	101.4191.3100		20743460			979	00083
0617 PHONE LEASE PLAN	23.65	COMMUNICATIONS	101.4091.3100		20743460			979	00084
0617 PHONE LEASE FD	65.56	COMMUNICATIONS	101.4120.3100		20743460			979	00085
0617 PHONE LEASE PW	89.21	COMMUNICATIONS	101.4212.3100		20743460			979	00086
0617 PHONE LEASE WTR	28.13	COMMUNICATIONS	703.4825.3100		20743460			979	00087
0617 PHONE LEASE SWR	47.30	COMMUNICATIONS	709.4843.3100		20743460			979	00088
	1,867.77	*VENDOR TOTAL							
MARK J TRAUT WELLS INC IRRIG REP-RIVERS EDGE PK	648.60	REPAIR & MAINTENANCE SUP	101.4552.2200		296866	028670	P	979	00093
MCDOWALL COMPANY 050917 AC REP-CH #3	1,152.60	REPAIR & MAINTENANCE	101.4094.3700		234804	028589	P	979	00094
MENARDS									
DRIP COUPLING-HL TR SPRK	3.98	REPAIR & MAINTENANCE SUP	101.4552.2200		51498	028667	P	979	00095
CONCR PAINT (2)/ETC-PWF	100.49	REPAIR & MAINTENANCE SUP	101.4094.2200		51530	020053	P	979	00096
SHOP VAC-PW	129.00	REPAIR & MAINTENANCE SUP	101.4212.2200		51579	027820	P	979	00100
CONCRETE PAINT (3)-PWF	89.94	REPAIR & MAINTENANCE SUP	101.4212.2200		51693	028673	P	979	00097

Schedule of Bills

VENDOR NAME DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
MENARDS									
LUMBER-RIVERS EDGE BATH	4.18	REPAIR & MAINTENANCE SUP	101.4552.2200		52149	028684	P	979	00098
DUCK TAPE/ETC-PW FAC	115.88	REPAIR & MAINTENANCE SUP	101.4212.2200		52297	028587	P	979	00099
	443.47	*VENDOR TOTAL							
MN CHIEFS OF POLICE ASSN 0424-042617 REG EXEC-TD	585.00	TRAINING/TRAVEL/HOTEL	101.4110.3200		5016	000683	P	979	00101
MN COPY SYSTEMS									
0512-061117 PW COPIER	23.61	SERVICE CONTRACT	101.4212.4015		218019			979	00102
0512-061117 PW COPIER	14.76	SERVICE CONTRACT	703.4825.4015		218019			979	00103
0512-061117 PW COPIER	14.76	SERVICE CONTRACT	709.4843.4015		218019			979	00104
0512-061117 PW COPIER	5.90	SERVICE CONTRACTS	715.4224.4015		218019			979	00105
0412-061117 FD COPIER	20.00	OFFICE SUPPLIES/POSTAGE	101.4120.2000		218281			979	00106
	79.03	*VENDOR TOTAL							
MN PIPE AND EQUIPMENT MARKING FLAGS-LOCATES	1,464.84	REPAIR & MAINTENANCE SUP	703.4825.2200		0377082	028420	P	979	00107
MN VALLEY TESTING LABORA 052317 WASTE WTR TESTS	66.35	SEWER TESTING	709.4843.4844		865246			979	00108
MOBOTREX									
STOP LIGHT RED (1)	60.00	REPAIR & MAINTENANCE SUP	101.4216.2200		218947	028605	P	979	00110
STOP LIGHTS RED/GR (4EA)	480.00	REPAIR & MAINTENANCE SUP	101.4216.2200		219176	028611	P	979	00109
	540.00	*VENDOR TOTAL							
MULTI MEDIA HOLDINGS COR 050617 SWPPP PUB MTG	28.52	ADVERTISEMENTS	715.4224.3300		0004765892			979	00118
PERFORMANCE POOL & SPA, WINTER PRS GAUGES/ETC-SP	270.57	REPAIR & MAINTENANCE SUP	101.4554.2200		302203-1	028664	P	979	00252
PETER'S BODY SHOP INC HOOD/PAINT REP #212	639.40	REPAIR & MAINTENANCE	101.4110.3700		5618	000692	P	979	00111
POSTMASTER (WAITE PARK) 0717-0618 PO BX 339 RENT	234.00	OFFICE SUPPLIES/POSTAGE	101.4051.2000		060117			979	00132
RAILROAD MANAGEMENT CO I 082017-081918 8.39" WTR	4,626.15	MISC - DUES	703.4825.4010		348500			979	00112
ROYAL TIRE INC RECAP TIRES (4) BOBCATS	582.60	REPAIR & MAINTENANCE SUP	101.4212.2200		328-28345	028628	P	979	00113
SCHNEIDER/CHARLES S 053017 MEAL JT CITIES MT	10.00	TRAINING/TRAVEL/HOTEL	101.4011.3200		060717			979	00114
SECURITY LOCKSMITHS INC KNOX BOX KEY BOX #E1	35.95	OPERATING SUPPLIES	101.4120.2100		50983	028286	P	979	00115

Schedule of Bills

VENDOR NAME DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
SHERWIN WILLIAMS PAINT (5 GAL)-PARKS	271.45	REPAIR & MAINTENANCE SUP	101.4552.2200		5273-5	028683	P	979	00116
SITEONE LANDSCAPE SUPPLY FERTILIZER (80)	1,746.40	REPAIR & MAINTENANCE SUP	101.4227.2200		80726328	028672	P	979	00117
ST CLOUD MEDICAL GROUP P PRE-EMPLOY TESTS-SEASON	275.00	PROFESSIONAL SERV PHYSIC	101.4212.3011		29109	028707	P	979	00239
ST CLOUD OVERHEAD DOOR C DOORS/GATES INSP/REP-PW	530.00	REPAIR & MAINTENANCE SUP	101.4212.2200		0180280-IN	028625	P	979	00119
STRATA OF MINNESOTA, LLC 360 EVALUATIONS (3)	1,275.00	PROF SERVICES - MISC	101.4110.3039		10265-WPPD	000690	P	979	00120
VEENSTRA/BRADLEY THOMAS 0517 CONST PHOTOS-PW FAC	360.00	CONSTRUCTION COSTS	443.4214.6300		42510	020056	P	979	00133
VERIZON WIRELESS SERVICE									
0423-052217 CELLS PD	550.33	COMMUNICATIONS	101.4110.3100		9786264388			979	00134
0423-052217 CELLS FD	16.83	COMMUNICATIONS	101.4120.3100		9786264388			979	00135
0423-052217 CELLS PLAN	60.71	COMMUNICATIONS	101.4091.3100		9786264388			979	00136
0423-052217 CELLS CL	60.71	COMMUNICATIONS	101.4051.3100		9786264388			979	00137
0423-052217 CELLS PW	115.21	COMMUNICATIONS	101.4212.3100		9786264388			979	00138
0423-052217 CELLS WTR	57.61	COMMUNICATIONS	703.4825.3100		9786264388			979	00139
0423-052217 CELLS SWR	57.60	COMMUNICATIONS	709.4843.3100		9786264388			979	00140
0423-052217 BBAND PW	35.01	COMMUNICATIONS	101.4212.3100		9786266144			979	00141
0423-052217 BBAND WTR	17.51	COMMUNICATIONS	703.4825.3100		9786266144			979	00142
0423-052217 BBAND SWR	17.50	COMMUNICATIONS	709.4843.3100		9786266144			979	00143
	989.02	*VENDOR TOTAL							
VISA									
0517 BEACON FEE	1.00	MISC - DUES	101.4211.4010		053117			979	00144
SQUARES 8X12 (2)-PW	9.98	REPAIR & MAINTENANCE SUP	101.4212.2200		053117	028124	P	979	00145
CHAIN/HOOKS-TRAILER	223.56	REPAIR & MAINT SUPPLIES-	101.4212.2210		053117	028123	P	979	00146
BINDERS (3)	44.31	OFFICE SUPPLIES/POSTAGE	101.4212.2000		053117	020049	P	979	00147
050317 SNACKS SFTY MTG	14.74	REPAIR & MAINTENANCE SUP	101.4094.2200		053117	028578	P	979	00148
SHIPPING-WTR TESTS	6.96	WATER TESTS	703.4825.4820		053117	028415	P	979	00149
SHIPPING-WTR SALESMEN	186.45	REPAIR & MAINTENANCE SUP	703.4822.2200		053117	028423	P	979	00150
LP PRESSURE REG #476	37.53	REPAIR & MAINT SUPPLIES-	101.4212.2210		053117	028610	P	979	00151
FENCE CAP ROLL-PICKLE BL	402.70	REPAIR & MAINTENANCE SUP	101.4552.2200		053117	028615	P	979	00152
STRAINER/FITTING-SPRAYER	13.47	REPAIR & MAINTENANCE SUP	101.4552.2200		053117	028622	P	979	00153
REFLECTORS/ETC #440/475	29.95	REPAIR & MAINT SUPPLIES-	101.4212.2210		053117	028624	P	979	00154
PALLET JACK/CLEVIS-SHOP	213.95	REPAIR & MAINTENANCE SUP	101.4212.2200		053117	028650	P	979	00155
CHAIN 45' (24)-SHOP	99.76	REPAIR & MAINTENANCE SUP	101.4212.2200		053117	028652	P	979	00156
CHAIN/TIE DOWNS-SHOP	264.71	REPAIR & MAINTENANCE SUP	101.4212.2200		053117	028653	P	979	00157
CHAIN CLEVIS (6)-SHOP	29.94	REPAIR & MAINTENANCE SUP	101.4212.2200		053117	028665	P	979	00158
BUSHINGS (4)/BELT-SHOP	101.70	REPAIR & MAINTENANCE SUP	101.4212.2200		053117	028660	P	979	00159
FAX MACHINE-LOCATES	105.21	EXPENSES OF GOPHER STATE	703.4825.5000		053117	028428	P	979	00160
COPY PAPER/ETC-PW	42.90	OFFICE SUPPLIES/POSTAGE	101.4212.2000		053117	028668	P	979	00161
17-19 CHILD SFTY REC-AM	50.00	TRAINING/TRAVEL/HOTEL	101.4110.3200		053117	000650	P	979	00162

Schedule of Bills

VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
VISA										
	TONER CART (2)-PD	107.95	OFFICE SUPPLIES/POSTAGE	101.4110.2000		053117	000659	P	979	00163
	TABLE COVERS (5)-PD	5.00	COMMUNITY POLICING	101.4110.2140		053117	000661	P	979	00164
	SHOWER CAPS-AMAZON/RODEO	35.96	COMMUNITY POLICING	815.4110.2140		053117	000662	P	979	00165
	SFTY SELECTORS-SQ RIFLES	189.65	REPAIR & MAINTENANCE	101.4110.3700		053117	000669	P	979	00166
	SFTY MAGAZINES-SQD RIFLE	94.16	TRAINING/TRAVEL/HOTEL	101.4110.3200		053117	000670	P	979	00167
	0510-051217 HTL PLEAA-KS	88.30	TRAINING/TRAVEL/HOTEL	101.4110.3200		053117			979	00168
	2017 K9 MEMB DUES-PARKER	50.00	CANINE EXPENSES	101.4110.4011		053117	000673	P	979	00169
	METH TESTS KITS (3)	62.65	INVESTIGATIVE SUPPLIES	101.4110.2150		053117	000676	P	979	00170
	NITRIL GLOVES L/XL (15)	270.77	INVESTIGATIVE SUPPLIES	101.4110.2150		053117	000675	P	979	00171
	062917 REG SAFE HARB-TJ	60.00	TRAINING/TRAVEL/HOTEL	101.4110.3200		053117			979	00172
	062917 REG SAFE HARB-JT	60.00	TRAINING/TRAVEL/HOTEL	101.4110.3200		053117			979	00173
	0417 SEASONAL HIRING AD	87.54	ADVERTISEMENTS	101.4212.3300		053117			979	00174
	0503-050517 HTL MCMA-SJ	248.34	TRAINING/TRAVEL/HOTEL	101.4051.3200		053117			979	00175
	DISK DRIVE ADAPTER	19.99	REPAIR & MAINTENANCE	101.4051.3700		053117	028562	P	979	00176
	0517 BEACON FEE-KV	1.00	MISC - DUES	101.4051.4010		053117			979	00177
	0517 BEACON FEE-SM	1.00	MISC - DUES	101.4140.4010		053117			979	00178
	0417-051617 MS ONLINE CL	231.00	SERVICE CONTRACT	101.4051.4015		053117			979	00179
	0417-051617 MS ONLINE FD	99.00	SERVICE CONTRACT	101.4120.4015		053117			979	00180
	0417-051617 MS ONLINE BI	66.00	SERVICE CONTRACT	101.4140.4015		053117			979	00181
	0417-051617 MS ONLINE PW	165.00	SERVICE CONTRACT	101.4212.4015		053117			979	00182
	0417-051617 MS ONLINE WT	99.00	SERVICE CONTRACT	703.4825.4015		053117			979	00183
	0521-062017 ADOBE SUB-SJ	75.15	OTHER CONTRACTUAL SERVIC	101.4051.4070		053117			979	00184
	0521-062017 ADOBE SUB-MW	75.15	OTHER CONTRACTUAL SERVIC	101.4051.4070		053117			979	00185
	052317 MEAL SOFTWARE-DH	17.62	OFFICE SUPPLIES/POSTAGE	101.4051.2000		053117			979	00186
	052317 MEAL SOFTWARE-KL	20.83	OFFICE SUPPLIES/POSTAGE	101.4051.2000		053117			979	00187
	052317 MEAL SOFTWARE-SJ	19.77	OFFICE SUPPLIES/POSTAGE	101.4051.2000		053117			979	00188
	052317 MEAL SOFTWARE-JW	16.28	OFFICE SUPPLIES/POSTAGE	101.4051.2000		053117			979	00189
	052317 MEAL SOFTWARE-MW	18.42	OFFICE SUPPLIES/POSTAGE	101.4051.2000		053117			979	00190
	052317 MEAL SOFTWARE-KV	19.77	OFFICE SUPPLIES/POSTAGE	101.4051.2000		053117			979	00191
	DIVIDER TABS/ETC-FD	329.48	OFFICE SUPPLIES/POSTAGE	101.4120.2000		053117	028285	P	979	00192
		4,513.60	*VENDOR TOTAL							
WEST	CENTRAL SANITATION									
	0517 REFUSE 1545 PICKUPS	26,042.44	OTHER CONTRACTUAL SERVIC	101.4223.4070		053117			979	00193
	050617 SPECIAL PICKUPS	27,940.38	OTHER CONTRACTUAL SERVIC	101.4223.4070		053117			979	00194
	0517 4 COMPOST DUMPSTERS	400.00	OTHER CONTRACTUAL SERVIC	101.4223.4070		10917855			979	00198
	0517 DEMO DUMPSTER	689.93	OTHER CONTRACTUAL SERVIC	101.4223.4070		10917855			979	00199
		55,072.75	*VENDOR TOTAL							
XCEL	ENERGY									
	0423-052217 GREAT OAK DR	81.41	PUBLIC UTILITY SERVICES	101.4217.3600		547515810			979	00203
	0420-052117 GILLITZER	71.38	PUBLIC UTILITY SERVICES	101.4094.3600		547515810			979	00205
	0423-052217 WTP	5,997.67	PUBLIC UTILITY SERVICES	703.4822.3600		547687592			979	00206
	0425-052417 860 17 AVE S	29.01	PUBLIC UTILITY SERVICES	101.4217.3600		547930964			979	00204
	0504-060317 ST LIGHTS	6,959.99	PUBLIC UTILITY SERVICES	101.4217.3600		548928902			979	00202
	0422-052017 PW FACILITY	2,058.63	PUBLIC UTILITY SERVICES	101.4212.3600		549024592			979	00200
	0420-052217 WATER TOWERS	390.93	PUBLIC UTILITY SERVICES	703.4824.3600		549130679			979	00207
	0420-052217 LIFT STATION	314.42	PUBLIC UTILITY SERVICES	709.4841.3600		549130679			979	00208
	0422-052217 PARKS	1,009.12	PUBLIC UTILITY SERVICES	101.4552.3600		549130679			979	00209
	0422-052217 CITY GARAGES	724.82	PUBLIC UTILITY SERVICES	101.4212.3600		549130679			979	00210

Schedule of Bills

VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
XCEL	ENERGY									
	0423-052217 WELLHOUSES	125.75	PUBLIC UTILITY SERVICES	703.4822.3600		549130679		979	00211	
	0423-052217 OLD WTP	96.20	PUBLIC UTILITY SERVICES	703.4822.3600		549130679		979	00212	
	0420-052217 TRAFF LIGHTS	532.78	PUBLIC UTILITY SERVICES	101.4216.3600		549130679		979	00213	
	0422-052217 CITY HALL	588.50	PUBLIC UTILITY SERVICES	101.4094.3600		549130679		979	00214	
	0422-052217 CITY HALL	75.94	PUBLIC UTILITY SERVICES	101.4051.3600		549130679		979	00215	
	0422-052217 CITY HALL	360.69	PUBLIC UTILITY SERVICES	101.4120.3600		549130679		979	00216	
	0422-052217 CITY HALL	816.31	PUBLIC UTILITY SERVICES	101.4110.3600		549130679		979	00217	
	0422-052217 CITY HALL	18.98	PUBLIC UTILITY SERVICES	101.4140.3600		549130679		979	00218	
	0422-052217 CITY HALL	18.98	PUBLIC UTILITY SERVICES	703.4825.3600		549130679		979	00219	
	0422-052217 CITY HALL	18.99	PUBLIC UTILITY SERVICES	709.4843.3600		549130679		979	00220	
	0423-052217 LIBRARY	313.84	PUBLIC UTILITY SERVICES	101.4095.3600		549130679		979	00221	
	0423-052217 ST LIGHTS	650.57	PUBLIC UTILITY SERVICES	101.4217.3600		549130679		979	00222	
	0430-052917 810 3RD ST N	8.69	PUBLIC UTILITY SERVICES	101.4217.3600		549130679		979	00223	
	022-052217 SPLASH PAD	561.25	PUBLIC UTILITY SERVICES	101.4554.3600		549130679		979	00224	
	0420-052117 SPRINKLERS	15.25	PUBLIC UTILITY SERVICES	101.4094.3600		549130679		979	00225	
	0423-052217 1303 3 ST N	16.43	PUBLIC UTILITY SERVICES	101.4552.3600		549130679		979	00233	
	0423-052217 BARTZ PARK	12.01	PUBLIC UTILITY SERVICES	101.4552.3600		549130679		979	00235	
	21,868.54		*VENDOR TOTAL							

ACS FINANCIAL SYSTEM
06/12/2017 11:44:15

Schedule of Bills

CITY OF WAITE PARK
GL540R-V08.05 PAGE 10

VENDOR NAME	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P ID LINE
DESCRIPTION							
REPORT TOTALS:	1,007,319.83						

RECORDS PRINTED - 000251

ACS FINANCIAL SYSTEM
06/12/2017 11:44:16

Schedule of Bills

CITY OF WAITE PARK
GL060S-V08.05 RECAPPAGE
GL540R

FUND RECAP:

FUND	DESCRIPTION	DISBURSEMENTS
101	GENERAL FUND	100,525.29
443	PUBLIC WORKS FACILITY	803,880.33
703	WATER FUND	15,974.03
709	SEWER FUND	82,655.29
715	STORMWATER FUND	548.93
815	CHARITABLE GAMBLING	35.96
818	FORFEITURES	3,700.00
TOTAL ALL FUNDS		1,007,319.83

BANK RECAP:

BANK	NAME	DISBURSEMENTS
CHEK	PLAZA PARK BANK	1,007,319.83
TOTAL ALL BANKS		1,007,319.83

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

DATE APPROVED BY

Agenda Item No. 5

Issue: Administrator Update

Updates will be presented at the time of the meeting.

ADJOURNMENT

Respectfully submitted,

Shaunna Johnson, Administrator