



**CITY OF MARSHALL
CITY COUNCIL MEETING
A G E N D A**

**Tuesday, January 14, 2020 at 5:30 PM
Professional Development Room - Marshall Middle School, 401 South
Saratoga Street**

OPENING ITEMS

1. Call to Order/Pledge of Allegiance

APPROVAL OF AGENDA

APPROVAL OF MINUTES

2. Consider approval of the minutes of the regular meeting held on December 17, 2019.

PUBLIC HEARING

3. Vacation of Utility Easements in Carr Subdivision I -- 1) Public Hearing on Resolution Granting Petition to Vacate Utility Easements.
4. Vacation of Utility Easements in Carr Subdivision I -- 2) Consider Resolution Granting Petition to Vacate Utility Easements.

AWARD OF BIDS

5. Authorization to purchase new Zamboni 552AC for Red Baron Arena and Expo.

CONSENT AGENDA

6. Consider Resolution designating the Official Depositories for City Funds for 2020.
7. Consider resolution delegating authority to the city to make electronic fund transfers.
8. Consider Resolution designating the Official Newspaper.
9. Consider approval of Resolution Number _____, Second Series to authorize the Finance Director to pay certain claims.
10. Call for a Public Hearing Regarding Proposed Property Tax Abatement at 1005 Channel Parkway.
11. Consider LG220 Application for Exempt Permit for the Lynd Fire Fighters Relief Association.
12. Consider LG220 Application for Exempt Permit for the Lyon County Pheasants Forever.
13. Consider LG220 Application for Exempt Permit for the Marshall Golf Club, Inc.
14. Wastewater Treatment Facilities Improvement Project – 1) Consider Application for Payment No. 6 to Magney Construction, Inc.
15. Wastewater Treatment Facilities Improvement Project – 2) Consider Payment of Invoice 0244146 to Bolton & Menk, Inc.
16. Wastewater Treatment Facilities Improvement Project – 3) Consider Payment of Invoice 1301918 to American Engineering Testing, Inc.
17. Consider approval of the bills/project payments.

APPROVAL OF ITEMS PULLED FROM CONSENT

NEW BUSINESS

18. Consider approval of the amended personnel policy, Chapter 10: Drug-Free Workplace.
19. Consider Resolution for Signage at 1005 North 4th Street.
20. Public Works Director Transition-Accept Recommendation from Personnel Committee.
21. Approve Employment Agreement Between City of Marshall and Jason Anderson-Appointment as Public Works Director.
22. Consider Appointments to the Various Boards, Commissions, Bureaus and Authorities.

Disclaimer: These agendas have been prepared to provide information regarding an upcoming meeting of the Common Council of the City of Marshall. This document does not claim to be complete and is subject to change.

COUNCIL REPORTS

- [23.](#) Commission/Board Liaison Reports
- 24. Councilmember Individual Items

STAFF REPORTS

- 25. City Administrator
- 26. Director of Public Works
- 27. City Attorney

ADMINISTRATIVE REPORTS

- [28.](#) Administrative Reports

INFORMATION ONLY

- [29.](#) Information Only

MEETINGS

- [30.](#) Upcoming Meetings

ADJOURN

RULES OF CONDUCT

- You may follow the meeting online – www.ci.marshall.mn.us.
- Public Hearing – the general public shall have the opportunity to address the Council.
 - Approach the front podium
 - State you name, address and interest on the subject
- Mayor may choose to allow others to address the Council during other agenda items. Persons who desire to speak should do so only after being recognized by the Mayor.
 - Approach the front podium
 - State you name, address and interest on the subject
- Persons in attendance at the meeting should refrain from loud discussions among themselves, clapping, whistling or any other actions. Our values include mutual respect and civility for all in attendance.
- If you have questions during the Council meeting please see Kyle Box, City Clerk who sits in the front left area of the audience sitting area.



CITY OF MARSHALL AGENDA ITEM REPORT

Meeting Date:	Tuesday, January 14, 2020
Category:	NEW BUSINESS
Type:	ACTION
Subject:	Consider approval of the minutes of the regular meeting held on December 17, 2019
Background Information:	Enclosed are the minutes of the regular meeting held on December 17, 2019.
Fiscal Impact:	None
Alternative/ Variations:	Staff encourages City Council Members to provide any suggested corrections to the minutes in writing to City Clerk Kyle Box, prior to the meeting. We then could potentially incorporate proposed amended minutes at the meeting.
Recommendations:	that the minutes of the regular meeting on December 17, 2019 be approved as filed with each member and that the reading of the same be waived.

CITY OF MARSHALL
CITY COUNCIL MEETING
M I N U T E S
Tuesday, December 17, 2019

The regular meeting of the Common Council of the City of Marshall was held December 17, 2019 in the Professional Development Room at the Marshall Middle School, 401 South Saratoga Street. The meeting was called to order at 5:30 P.M. by Mayor Robert Byrnes. In addition to Byrnes the following members were in attendance: Craig Schafer, Steven Meister, Glenn Bayerkohler, John DeCramer, Russ Labat and James Lozinski. Absent: None. Staff present included: Sharon Hanson, City Administrator; Dennis Simpson, City Attorney; Glen Olson, Director of Public Works/ City Engineer; Annette Storm, Director of Administrative Services; Jim Marshall, Director of Public Safety; Preston Stensrud, Parks Superintendent and Kyle Box, City Clerk.

The Pledge of Allegiance was recited at this time.

Mayor Byrnes asked for consensus from the Council to remove item number 17, Consider Appointments to the Various Boards, Commissions, Bureaus and Authorities, until all interviews are complete. There was a consensus to operate under the amended agenda.

Consider approval of the minutes of the work session and regular meeting held on December 10, 2019.

Motion by Councilmember Schafer, Seconded by Councilmember Lozinski that the minutes of the work session and regular meeting held on December 10, 2019 be approved as filed with each member and that the reading of the same be waived. Voting Yea: Mayor Byrnes, Councilmember Schafer, Councilmember Meister, Councilmember Bayerkohler, Councilmember DeCramer, Councilmember Labat, Councilmember Lozinski. The motion **Carried. 7-0**

Approval of the Consent Agenda.

Motion made by Councilmember Schafer, Seconded by Councilmember Labat to approval the consent agenda. Voting Yea: Mayor Byrnes, Councilmember Schafer, Councilmember Meister, Councilmember Bayerkohler, Councilmember DeCramer, Councilmember Labat, Councilmember Lozinski. The motion **Carried. 7-0**

Resolution Number 4682, Second Series Approving the changes to the 2020 Fee Schedule
Approval of Various Liquor License and Tobacco License Renewals.
Approval of Taxi Cab License Renewals.
Approval of the bills/project payments.

Consider Resolution Number 4683, Second Series, A Resolution Providing for the Issuance and Sale of the City's GO CIP Bonds, Series 2020A, in the Proposed Aggregate Principal Amount of \$6,500,000.

At the July 23rd Meeting, Council adopted a Five-Year Capital Improvement Plan & Issuance of General Obligation Capital Bonds for 6,500,000, which began the bonding process to secure funding for the City Hall Reconstruction Project.

The Council awarded a construction contract to Brennan Companies of Mankato at the November 12th Council Meeting. The following is a breakout of costs for the City Hall Reconstruction Project that will be funded through this CIP Bond;

Architect Fees	\$ 385,105
Building Construction	\$ 5,030,200
Contingency	\$ 503,020
Item 2. Other Costs	\$ 150,000

Temporary Relocation	\$ 138,065
<u>IT/Security/Audio Equip.</u>	<u>\$ 295,000</u>
Total	\$ 6,501,390

The next step in the bonding process is authorizing the bond sale date for January 28, 2020. Terri Heaton from Baker Tilly (Municipal Advisor) was present for specific questions regarding the bonding process.

Motion made by Councilmember Schafer, Seconded by Councilmember DeCramer Approve Resolution Number 4683, Second Series, A Resolution Providing for the Issuance and Sale of the City's GO CIP Bonds, Series 2020A, in the Proposed Aggregate Principal Amount of \$6,500,000.

Councilmember Labat discussed the specific dollar amount associated with specific items. Director Storm commented that specific items are interchangeable within the scope of the project.

Voting Yea: Mayor Byrnes, Councilmember Schafer, Councilmember Meister, Councilmember DeCramer, Councilmember Labat, Councilmember Lozinski. Voting Nay: Councilmember Bayerkohler. The motion **Passed. 6-1**

Convention and Visitors Bureau (CVB) Annual Report/ Consider 2020 Schwan Regional Amateur Sports Center Agreement.

Lauren Deutz, CVB Director presented the annual report for the Convention and Visitors Bureau via PowerPoint. Director Deutz also discussed the 2020 Region Amateur Sports Center Agreement.

Motion made by Councilmember Schafer, Seconded by Councilmember Labat to approve the Schwan Regional Amateur Sports Center Service Agreement with the Marshall Convention and Visitors Bureau. Voting Yea: Mayor Byrnes, Councilmember Schafer, Councilmember Meister, Councilmember DeCramer, Councilmember Labat, Councilmember Lozinski. Voting Nay: Councilmember Bayerkohler. The motion **Passed. 6-1**

Acceptance of Donations to Parks Department for Fiscal Year 2019.

The Parks Department receives generous donations from many entities each year that allow for improvements to our facilities. The donations to the department this year are from:

Marshall Area Hockey Association in the amount of \$4,493.90 for the installation of new speakers in the Lockwood Rink at the Red Baron Arena & Expo.

Marshall Sunrise Rotary Club in the amount of \$2,000 for installation of playground equipment and ADA surfacing at Legion Field Park.

Marshall Baseball Association in the amount of \$1,000 for installation of playground equipment and ADA surfacing at Legion Field Park.

Marshall Area Youth Baseball Association in the amount of \$1,000 for the purchase of shade screening over bleachers at Independence Baseball Fields.

The Family of Erica Schmitt in the amount of \$2,250 for purchase of flag pole to be installed at Independence Park Baseball Fields.

American Legion Post #113 in the amount of \$1,969 for purchase of flag pole to be installed at Independence Park VFW Post #742 in the amount of \$1,969 for purchase of flag pole to be installed at Independence Park.

The Marshall Noon Rotary Club for the donation of Portable Sound System to be used at Liberty Park and other various City events.

Motion made by Councilmember Schafer, Seconded by Councilmember Lozinski Adopt Resolutions, 4684, 4685, 4686, 4687, 4689, 4690, 4691, Second Series, Resolutions accepting the donations to the Parks Department for 2019. Voting Yea: Mayor Byrnes, Councilmember Schafer, Councilmember Meister, Councilmember Bayerkohler, Councilmember DeCramer, Councilmember Labat, Councilmember Lozinski. The motion **Carried. 7-0**

Consider Resolution Adopting Tax Levy for 2020.

MN State Statute 412.711 Consideration of Budget; Tax Levy states “The council shall also adopt a resolution levying whatever taxes it considers necessary within statutory limits for the ensuing year for each fund.”

At the August 13th council work session, staff proposed a general levy increase of \$406,142 or 5.99%. The main contributing factors for this increase were a new levy item for street mill and overlays, increased salary and health care costs.

Staff were directed by the Council to reduce this increase for the preliminary levy that that was set on September 24, 2019. The 2020 preliminary levy was set at 7,056,113, which was an increase of \$270,642 or 3.99% from the 2019 levy. Staff are recommending that the final 2020 levy remain at the preliminary amount of 7,056,113.

Motion made by Councilmember DeCramer, Seconded by Councilmember Schafer Approve Resolution Number 4692, Second Series, a Resolution Adopting the 2020 Tax Levy at 7,056,113. Voting Yea: Mayor Byrnes, Councilmember Schafer, Councilmember Meister, Councilmember DeCramer, Councilmember Labat, Councilmember Lozinski. Voting Nay: Councilmember Bayerkohler. The motion **Passed. 6-1**

Consider Resolution Adopting a Budget for 2020.

For council’s review and approval, attached are the 2020 proposed budgets for all funds (excluding bonding capital items). Included in the council packet is a summary of each fund.

Motion made by Councilmember Meister, Seconded by Councilmember Schafer to approve Resolution Number 4693, Second Series, a Resolution Adopting a Budget for 2020. Voting Yea: Mayor Byrnes, Councilmember Schafer, Councilmember Meister, Councilmember DeCramer, Councilmember Labat, Councilmember Lozinski

Voting Nay: Councilmember Bayerkohler. The motion **Passed. 6-1**

5 Year Capital Improvement Plan (CIP).

The 5-year CIP serves as a guide that lays out capital expenditures over the next 5 years by department as well as by the funding sources. The CIP is meant as a guide for Council and Management and does not give authorization for the projects until formally approved based on the City’s Purchasing Policy.

The 5-year CIP is a fluid document that is updated on an annual basis. Some projects get pushed back to later years, some projects drop off and some projects move up in years depending on priorities. Ultimately, the funding is a major factor in determining which projects within the 5-year CIP get completed.

Motion made by Councilmember Lozinski, Seconded by Councilmember DeCramer to approve and adopt the 5-year capital improvement plan – (not including facilities as this is a separate document). Voting Yea: Mayor Byrnes, Councilmember Schafer, Councilmember Meister, Councilmember DeCramer, Councilmember Lozinski
Voting Nay: Councilmember Bayerkohler, Councilmember Labat. The motion **Passed. 5-2**

Declare Surplus Property, Consider Donation to Non-Profit Organization Policy.

Per Ordinance Sec. 2-4. – The city administrator may, from time to time, recommend to the council that certain personal property (chattels) owned by the city is no longer needed for a municipal purpose and should be sold. By action of the council such property shall be declared surplus, the value estimated, and the city administrator authorized to dispose of such property in the manner stated in this section.

(b) Surplus property worth a total estimated value of less than \$250.00. The city administrator may sell surplus property with a total value of less than \$250.00 through negotiated sale, or by public auction.

(c) Surplus property with a total estimated value between \$250.00 and \$1,000.00. The city administrator shall offer for sale surplus property with a total estimated value of from \$250.00 to \$1,000.00. Notice of such sale shall be given stating time and place of sale and generally describing the property to be sold at least ten days prior to the date of the sale by publication once in the official newspaper, and by posting in a conspicuous place in the city hall. Such sale may be by auction or by negotiable sale.

(d) Surplus property with a total estimated value over \$1,000.00. The city administrator shall offer for public sale to the highest bidder, surplus property worth a total estimated value over \$1,000.00. Notice of such public sale shall be given at least ten days prior to the date of the sale by publication once in the official newspaper. The notice shall state the time and place of the sale and shall generally describe the property to be sold. Such sale shall be to the person submitting the highest sealed bid, but the city shall have the right to accept or reject all bids.

(e) Receipts from sales of surplus property. All receipts from sales of surplus property under this section shall be placed in the general fund.

In 2016, the Minnesota Legislature passed a law allowing a “local government,” including statutory and home rule charter cities, to donate “surplus equipment” to a “nonprofit organization.” Before donating surplus equipment, a city must adopt a policy on how it will determine what qualifies as surplus eligible for donation and how it will select nonprofit organizations eligible to receive donations. One caveat worth mentioning—the policy “must address the obligations of the local government to disclose to the nonprofit that the surplus equipment may be defective and cannot be relied upon for safety purposes.”

All the items were estimated to have a total value of less than \$2,000, with most individual items less than \$250.00.

Councilmember Bayerkohler questioned the method of surplus equipment policy and recommended that it be sent back to staff for review and possibly the Legislative and Ordinance Committee for review for its compliance with State Law.

Motion made by Councilmember Lozinski, Seconded by Councilmember Schafer to approve staff to properly sell or dispose of unneeded items at City Hall. Voting Yea: Mayor Byrnes, Councilmember Schafer, Councilmember Meister, Councilmember DeCramer, Councilmember Labat, Councilmember Lozinski. Voting Nay: Councilmember Bayerkohler. The motion **Passed. 6-1**

2020 Census Update.

City Clerk, Kyle Box, provide an update on 2020 presentation via PowerPoint.

Project Z64 / SAP 139-111-006: Saratoga Street Reconstruction Project - Consider Change Order No. 3 (Final) and Acknowledgement of Final Pay Request No. 9.

This project consisted of the following: Reconstruction and utility replacement on Saratoga Street from the bridge on Saratoga Street (between South 4th Street and West College Drive) to Southview Drive; Sanitary sewer replacement and watermain replacement on the abandoned South 1st Street from Marvin Schwan Memorial Drive to Saratoga Street; Sanitary sewer replacement on South "A" Street from Marvin Schwan Memorial Drive to Saratoga Street; Sanitary sewer replacement on Greeley Street from Saratoga Street southerly approximately 200 feet.

The items on Change Order No. 3 (Final Reconciling Change Order) for the above project are the result of final measurements and changes in item quantities during construction. Each individual line item is shown on the spreadsheet attached to the change order. All work has been completed in accordance with the specifications.

Change Order No. 3 (Final) results in a contract increase in the amount of \$22,677.85 and a total contract amount of \$2,933,670.13. The original contract amount was \$2,846,784.60.

The final payment, including release of retainage, will be funded from State Aid, Surface Water Management Utility Fund, Wastewater, Marshall Municipal Utilities and special assessments.

Motion made by Councilmember Schafer, Seconded by Councilmember DeCramer that the Council approve Change Order No. 3 (Final), resulting in a contract increase in the amount of \$22,677.85 and acknowledge Final Pay Request (No. 9) in the amount of \$161,853.51 for the above-referenced project to R&G Construction Co. of Marshall, Minnesota. Voting Yea: Mayor Byrnes, Councilmember Schafer, Councilmember Bayerkohler, Councilmember DeCramer, Councilmember Labat. Voting Nay: Councilmember Meister, Councilmember Lozinski. The motion **Passed. 5-2**

Municipal Building Renovation Project (CH1): Consider Proposal for Construction Testing Services with American Engineering Testing, Inc.

Proposal from American Engineering Testing, Inc. (AET) of Marshall, Minnesota, for construction testing services for the above-referenced project for an estimated total cost of \$11,995.00.

The City's consultant, Engan Associates, has reviewed the proposal and recommends award of the proposal for these services to AET.

AET's estimated total cost for these services is \$11,995.00. The services will be funded from the project fund (Account# 494-41136-5520).

Motion made by Councilmember Schafer, Seconded by Councilmember Lozinski that the Council award the attached proposal for construction testing services to American Engineering Testing, Inc. of Marshall, Minnesota, for an estimated total cost of \$11,995.00. Voting Yea: Mayor Byrnes, Councilmember Schafer, Councilmember Meister, Councilmember DeCramer, Councilmember Labat, Councilmember Lozinski. Voting Nay: Councilmember Bayerkohler. The motion **Passed. 6-1**

Commission/Board Liaison Reports

- Byrnes Southwest Region Development Commission met and discussed turnover within the commission as well as met with ATP/MnDOT area transportation partnership board to discuss transportation project within district 8 that have federal funding.
- Schafer No Report
- Meister Economic Development Authority met and had Dakota Business Finance present a \$500 check program. The EDA also discussed future advisements as well as a small cities grant update from UCAP.
- Bayerkohler No Report
- DeCramer Economic Development Authority met and provided additional discussion regarding housing opportunities through the small cities funding.
- Labat No Report
- Lozinski No Report

Councilmember Individual Items

Mayor Byrnes, along with City Administrator Sharon Hanson met with Schwan's family and Schwan's Leadership to discuss the separation of Schwan's into CJ Corp. Schwan's and Schwan's Home Service. At the end of the successful separation Marshall will be home to two headquarters.

City Administrator

City Administrator Sharon Hanson provided additional information from the meeting with the Schwan leadership such as work force development, strategic planning and rebranding within the City. Administrator Hanson also commented that 2019 building permits were up.

Director of Public Works

Director of Public Works/ City Engineer Glenn Olson provide a brief schedule of the City Hall Move along with the first part of City Hall construction.

City Attorney

City Attorney Dennis Simpson discussed a meeting held with residents at Broadmoor Valley regarding several Item 2. for inspections within the property.

Information Only

There were no questions on the information items.

Upcoming Meetings

There were no questions on the upcoming meetings

Adjourn Meeting

Motion made by Councilmember Meister, Seconded by Councilmember Lozinski to adjourn
Voting Yea: Mayor Byrnes, Councilmember Meister, Councilmember Bayerkohler, Councilmember DeCramer,
Councilmember Labat, Councilmember Lozinski. Voting Nay: Councilmember Schafer. The motion **Passed. 6-1**

Mayor

Attest:

City Clerk



CITY OF MARSHALL AGENDA ITEM REPORT

Meeting Date:	Tuesday, January 14, 2020
Category:	PUBLIC HEARING
Type:	INFO/ACTION
Subject:	Vacation of Utility Easements in Carr Subdivision I -- 1) Public Hearing on Resolution Granting Petition to Vacate Utility Easements.
Background Information:	<p>A signed petition has been received from the owners of all the real property abutting the property line between Lots 17 and 18 of Block 2, Carr Subdivision I petitioning vacation of a portion of the 5' utility easement on each side of said lot line, excepting the north 8 feet of said easements.</p> <p>A map of the petitioned vacation area is attached.</p> <p>The purpose of the vacation is for a condominium being constructed over the easement.</p> <p>A copy of the procedure for vacation of streets by resolution, included in Sec. 62-4 of the Marshall Code of Ordinances, is also attached.</p> <p>All utility companies have been contacted regarding the vacation of the easement. MMU is in the process of obtaining a new easement. MMU requests that the vacation of easement be contingent upon James Carr granting a new utility easement to MMU as shown on the attached map.</p>
Fiscal Impact:	Property owner to reimburse the City for all costs associated with the vacation.
Alternative/ Variations:	No alternative actions recommended.
Recommendations:	1) that the Council close the public hearing.

PETITION FOR VACATION OF UTILITY EASEMENT

Marshall, Minnesota
November 15, 2019

To the City Council of Marshall, Minnesota:

We, the undersigned, owners of all the real property abutting the **property line between Lots 17 and 18 of Block 2, Carr Subdivision I to the city of Marshall** hereby petition that the **five foot (5') utility easement** on each side of said lot line be vacated (except the North 8 feet).

~~It is also petitioned that the vacated _____ be divided among the adjacent property owners equal to footage of the property adjacent to such vacation.~~

	PARCEL #/ ADDRESS	OWNER(S)	OWNER(S) SIGNATURE(S)
1.	27-143026-0	James Carr	X <i>James Carr</i>
2.			
3.			
4.			
5.			

Purpose of Vacation: A condominium is being constructed over the easement.

Application Fee: \$100.00 – I hereby submit this Petition for Vacation. I agree to pay the application fee upon filing. In addition, I understand I will be billed for any direct costs related to this application, which are due and payable regardless of approval or denial by the City Council. These direct costs include, but are not limited to, postage, publication/advertising and recording fees (Per current Resolution of Fees & Rates).

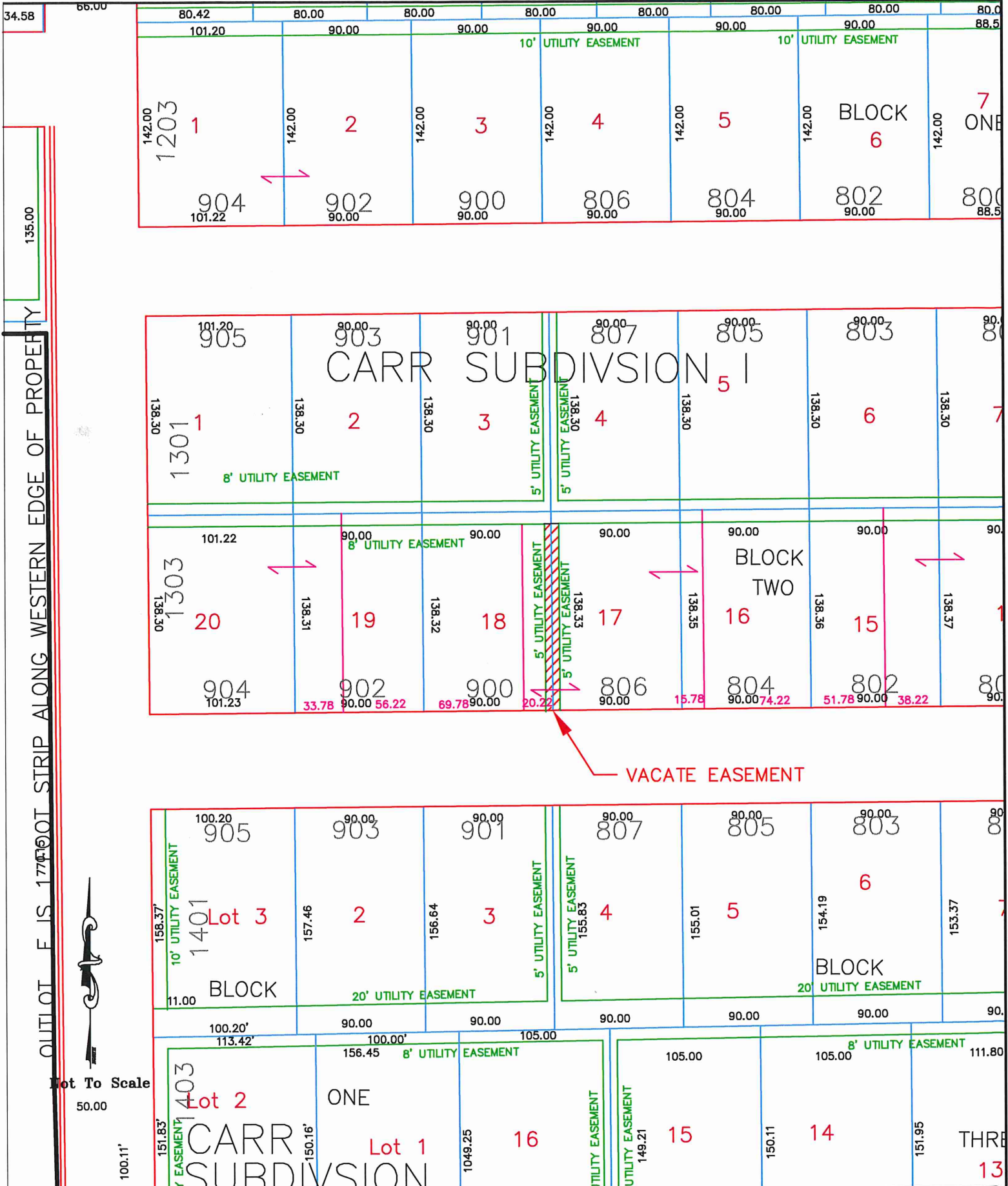
X *James Carr*
 Signature – James Carr

James Carr
 Printed Name

Examined, checked, and found to be in proper form and to be signed by the required number of owners of property affected by the making of the improvement petitioned for.

 City Clerk

*Pd 100⁰⁰
 12-4-2019
 #1903225*



OUTLOT E IS 177 FOOT STRIP ALONG WESTERN EDGE OF PROPERTY



Not To Scale
50.00



CITY ENGINEERS OFFICE
344 WEST MAIN STREET
MARSHALL, MINNESOTA
56258

Vacate Easement		DATE 12/09/19
Exhibit A		Page 14

Item 3.

Sec. 62-4. - Vacation of streets, alleys, thoroughfares, public grounds, easements, or any other interest in real estate, or any part.

- (a) No public grounds or streets or other interest in real estate shall be vacated except upon the council's own motion or upon the petition directed to the council of a majority of the owners of property on the line of such property interest residing within the city, and completion of the procedure specified in this section. Such petition shall set forth the reasons for such desired vacation, accompanied by a plat of such property interest proposed to be vacated, and such petition shall be verified by the oath of a majority of the petitioners residing within the city.
- (b) If, in the discretion of the council, it is expedient that the matter be proceeded with, it may order the petition filed for record with the city administrator, order a hearing on such petition and fix the time and place of such hearing.
- (c) The city administrator shall give notice of such hearing by publication once at least ten days in advance of such hearing, and by mail to the last known address of all of the owners of property on the line of such property interest proposed to be vacated at least ten days in advance of such hearing. Such last known addresses shall be obtained from the office of the county auditor. Such notice shall in brief state the object of such hearing; the time, place and purpose of such hearing; and the fact that the council, or a board or commission designated by them shall hear the testimony and examine the evidence of the parties interested.
- (d) The council, after hearing the same, or upon the report of such board or commission designated to hold such hearings, may by resolution, passed by affirmative vote of at least five members, declare such property interest vacated, or deny such petition. The resolution, if granting the petition, shall be certified by the city administrator and shall be filed for record and duly recorded in the office of the registrar of deeds (county recorder) in and for the county.

(Code 1976, § 7.07)

<http://library.municode.com/print.aspx?h=&clientID=13297&HTMRequest=http%3a%2f...> 07/18/2012



CITY OF MARSHALL AGENDA ITEM REPORT

Meeting Date:	Tuesday, January 14, 2020
Category:	PUBLIC HEARING
Type:	INFO/ACTION
Subject:	Vacation of Utility Easements in Carr Subdivision I -- 2) Consider Resolution Granting Petition to Vacate Utility Easements.
Background Information:	<p>A signed petition has been received from the owners of all the real property abutting the property line between Lots 17 and 18 of Block 2, Carr Subdivision I petitioning vacation of a portion of the 5' utility easement on each side said lot line, excepting the north 8 feet of said easements.</p> <p>A map of the petitioned vacation area is attached.</p> <p>The purpose of the vacation is for a condominium being constructed over the easement.</p> <p>A copy of the procedure for vacation of streets by resolution, included in Sec. 62-4 of the Marshall Code of Ordinances, is also attached.</p> <p>All utility companies have been contacted regarding the vacation of the easement. MMU is in the process of obtaining a new easement. MMU requests that the vacation of easement be contingent upon James Carr granting a new utility easement to MMU as shown on the attached map.</p>
Fiscal Impact:	Property owner to reimburse the City for all costs associated with the vacation.
Alternative/ Variations:	No alternative actions recommended.
Recommendations:	2) that the Council adopt RESOLUTION NUMBER XXXX, which is the Resolution Granting Petition to Vacate Utility Easements, contingent upon James Carr granting new utility easements to MMU as shown on the attached map.

RESOLUTION NUMBER _____, SECOND SERIES

**RESOLUTION GRANTING A PETITION FOR VACATION OF UTILITY EASEMENTS
IN THE CITY OF MARSHALL**

WHEREAS, a petition has been received from the owners of all the real property abutting the property line between Lots 17 and 18 of Block 2, Carr Subdivision I petitioning vacation of a portion of the 5' utility easement on each side of said lot line, excepting the north 8 feet of said easements in the City of Marshall, County of Lyon, State of Minnesota; legally described and shown on the map, as per attached Exhibit A, to-wit;

AND WHEREAS, such petition was ordered to be filed for record with the City Administrator and a hearing ordered on such petition;

AND WHEREAS, a public hearing was held on January 14, 2020 before the City Council on such petition after due published and posted notice had been given on January 3, 2020, and all persons interested were given an opportunity to be heard.

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF MARSHALL, MINNESOTA:

1. The Mayor and City Clerk hereby resolve the granting of the petition for vacation of the utility easements located in the City of Marshall, County of Lyon, State of Minnesota, as legally described above.
2. A copy of this resolution, after the same shall go into effect, duly certified by the City Administrator, shall be filed for record and duly recorded in the office of the Registrar of Deeds in and for Lyon County, Minnesota.

Passed and adopted by the Council this 14th day of January, 2020.

Robert J. Byrnes, Mayor

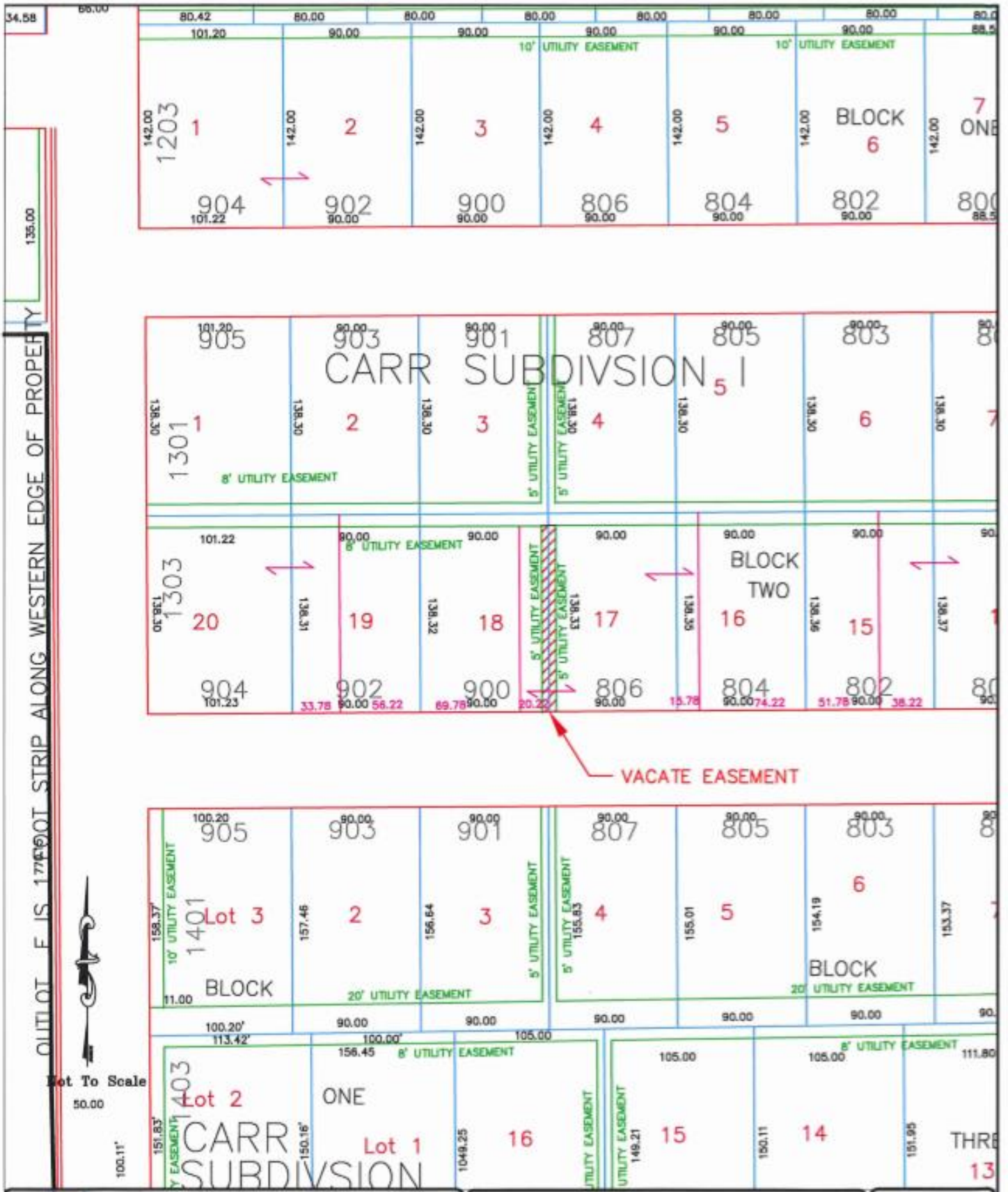
ATTEST:

City Clerk

This Instrument Drafted by:
Glenn J. Olson, P.E.; Director of Public Works / City Engineer

EXHIBIT A

A portion of the 5' utility easement on each side of the lot line between Lots 17 and 18 of Block 2, Carr Subdivision I, excepting the north 8 feet of said easement.



Not To Scale
50.00



CITY ENGINEERS OFFICE
344 WEST MAIN STREET
MARSHALL, MINNESOTA
56258

Vacate Easement

DATE
12/09/19

Exhibit A

SHEET NO.

Item 4.

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PETITION FOR VACATION OF UTILITY EASEMENT

Marshall, Minnesota
November 15, 2019

To the City Council of Marshall, Minnesota:

We, the undersigned, owners of all the real property abutting the **property line between Lots 17 and 18 of Block 2, Carr Subdivision I to the city of Marshall** hereby petition that the **five foot (5') utility easement** on each side of said lot line be vacated (except the North 8 feet).

~~It is also petitioned that the vacated _____ be divided among the adjacent property owners equal to footage of the property adjacent to such vacation.~~

	PARCEL #/ ADDRESS	OWNER(S)	OWNER(S) SIGNATURE(S)
1.	27-143026-0	James Carr	X <i>James Carr</i>
2.			
3.			
4.			
5.			

Purpose of Vacation: A condominium is being constructed over the easement.

Application Fee: \$100.00 – I hereby submit this Petition for Vacation. I agree to pay the application fee upon filing. In addition, I understand I will be billed for any direct costs related to this application, which are due and payable regardless of approval or denial by the City Council. These direct costs include, but are not limited to, postage, publication/advertising and recording fees (Per current Resolution of Fees & Rates).

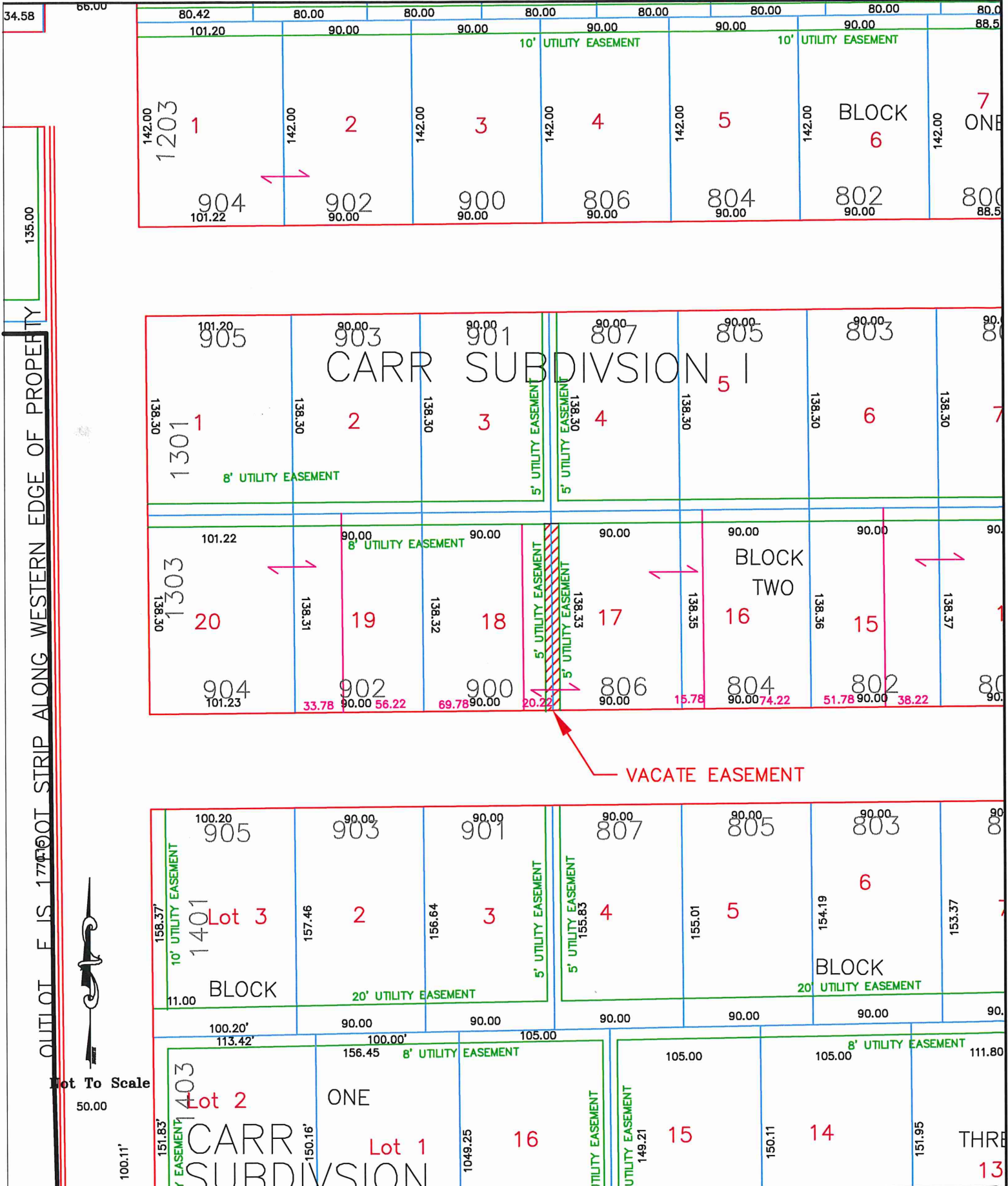
X *James Carr*
 Signature – James Carr

James Carr
 Printed Name

Examined, checked, and found to be in proper form and to be signed by the required number of owners of property affected by the making of the improvement petitioned for.

 City Clerk

*Pd 100⁰⁰
 12-4-2019
 #1903225*



CITY ENGINEERS OFFICE
 344 WEST MAIN STREET
 MARSHALL, MINNESOTA
 56258

Vacate Easement		DATE 12/09/19
Exhibit A		Page 21

Item 4.

Sec. 62-4. - Vacation of streets, alleys, thoroughfares, public grounds, easements, or any other interest in real estate, or any part.

- (a) No public grounds or streets or other interest in real estate shall be vacated except upon the council's own motion or upon the petition directed to the council of a majority of the owners of property on the line of such property interest residing within the city, and completion of the procedure specified in this section. Such petition shall set forth the reasons for such desired vacation, accompanied by a plat of such property interest proposed to be vacated, and such petition shall be verified by the oath of a majority of the petitioners residing within the city.
- (b) If, in the discretion of the council, it is expedient that the matter be proceeded with, it may order the petition filed for record with the city administrator, order a hearing on such petition and fix the time and place of such hearing.
- (c) The city administrator shall give notice of such hearing by publication once at least ten days in advance of such hearing, and by mail to the last known address of all of the owners of property on the line of such property interest proposed to be vacated at least ten days in advance of such hearing. Such last known addresses shall be obtained from the office of the county auditor. Such notice shall in brief state the object of such hearing; the time, place and purpose of such hearing; and the fact that the council, or a board or commission designated by them shall hear the testimony and examine the evidence of the parties interested.
- (d) The council, after hearing the same, or upon the report of such board or commission designated to hold such hearings, may by resolution, passed by affirmative vote of at least five members, declare such property interest vacated, or deny such petition. The resolution, if granting the petition, shall be certified by the city administrator and shall be filed for record and duly recorded in the office of the registrar of deeds (county recorder) in and for the county.

(Code 1976, § 7.07)

<http://library.municode.com/print.aspx?h=&clientID=13297&HTMRequest=http%3a%2f...> 07/18/2012



CITY OF MARSHALL AGENDA ITEM REPORT

Meeting Date:	Tuesday, January 14, 2020
Category:	AWARD OF BIDS
Type:	INFO/ACTION
Subject:	Authorization to purchase new Zamboni 552AC for Red Baron Arena and Expo
Background Information:	<p>During the construction of the Red Baron Arena and Expo (2) Zamboni ice resurfacing machines were purchased. One was a new model and one was 16 years old at time of purchase. Staff recommended staggering the purchase of two new machines for cost reasons. The used Zamboni was purchased to help offset the replacement schedule and is now in need of replacement as the batteries at are the end of their life cycle and other significant wear on the machine.</p> <p>Frank J. Zamboni & Co., Inc. of Paramount, CA. gave the City a proposal for the purchase of a new Zamboni 552AC in the amount of \$156,704.80 including Sourcewell discount and freight to Marshall. Lead time on a new Zamboni is approximately 10 months, delivery expected October 1st of this year. The price on this unit is valid until January 15th.</p> <p>Staff would recommend declaring our oldest Zamboni 552-6159 surplus and authorizing the sale to R&R Specialties, Inc. of Somerset, WI in the amount of \$27,750.00. A trade quote was offered from Frank J. Zamboni & Co., Inc. for \$22,500.00. R&R Specialties, Inc. would take over possession of Zamboni after current hockey season.</p> <p>\$65,000 was budgeted in the 2019 Red Baron Arena and Expo budget and \$65,000 is budgeted in the 2020 Red Baron Arena and Expo budget.</p>
Fiscal Impact:	Net cost of \$128,954.80 to be shared with Marshall Amateur Hockey Association (MAHA) upon arrival of unit.
Alternative/ Variations:	N/A
Recommendations:	<p>Recommendation #1: Authorize the purchase of new Zamboni 552AC in the amount of \$156,704.80 from Frank J. Zamboni & Co., Inc.</p> <p>Recommendation #2: Declare Zamboni 552-6159 surplus and accept purchase quote from R&R Specialties, Inc. in the amount of \$27,750.00.</p>

FRANK J. ZAMBONI & CO., INC.

15714 Colorado Avenue
Paramount, CA 90723-0770
Phone (562) 633-0751
Fax (562) 633-9365
www.zamboni.com

December 10, 2019

Preston Stensrud
City of Marshall
344 West Main Street
Marshall, MN 56258

PROPOSAL

MODEL: Zamboni 552AC

QUANTITY: One (1)

CAPACITY: Full Size

- Snow Tank
100 cubic feet (actual volume)
120 cubic feet (compacted)
- Ice Making Water Tank
Constructed of High Density Polyethylene
200 U.S. gallons
Wash Water Tank (optional)
Constructed of High Density Polyethylene
82 U.S. gallons
Total Water Capacity
282 U.S. gallons

ELECTRONIC

CONTROLS: Sevcon® Gen4 AC Motor Controllers

- Sevcon solid state controls provide for infinitely Variable traction speeds, as well as optimum control of the accessory pump operations.
- Sevcon controls offer the latest in electronic technology and provide exact optimized control to achieve outstanding operability. These controls have been proven throughout the world in demanding applications such as forklifts and airport equipment.

**ELECTRONIC
CONTROLS:**
(Cont'd)

“On-Board” Diagnostic Features

- Operator faults, eg. starting in gear or parking brake on
- Faults due to Component failure
- Motor temperature warning

Sevcon Display

- Sevcon dash display relays information about the motor controllers
- Full diagnostics with alphanumeric display including fault codes
- Battery Discharge Indicator (BDI) and motor controller hour meters.

**ELECTRIC
MOTORS:**

- 24 HP (18kW) brushless AC traction motor w/ temperature sensor
- 11 HP (8kW) brushless AC pump motor w/ temperature sensor

**BATTERY &
CHARGER:**

- 510 Amp Hour heavy-duty industrial type lead acid batteries. Heavy-duty features include a tabular solid plate design and heat bonded jar.
- “Intelligent” charger is microprocessor controlled to provide the best charging sequence in all conditions.

DRIVETRAIN:

Dana/Spicer Axles

- Front - Model 60, rated 6,400 lb. capacity.
- Rear - Model 60, rated 6,200 lb. capacity and is a rigid, full-float design.
- Because the 552 uses Spicer/Dana axles that are optimized for our chassis, we offer the industry's highest manufacturer approved axle capacities.

DRIVETRAIN:

- Our chassis/axle combination is the key to the Zamboni 552 having a turning radius of 16 feet, a full 3 feet tighter than most other machines.

Transfer Case

- Rugged cast iron housing for rigid gear and bearing support. Heat-treated alloy steel gears are helical cut for greater strength and lower noise.
- Traction drive motor is directly-mounted to the housing for long shaft life.

Chassis

- 2" X 5" structural steel tubing for high strength and long service.

HYDRAULICS: Pump and Motor

- Gear-type for high efficiency, flow and speed. This design has been proven in many rugged applications and helps to continue Zamboni's reputation for the best conveyor performance in the industry.

Steering Pump

- The use of a hydraulic steering system provides very smooth power steering with little effort.

Filtration and Tank

- Parker 10 micron hydraulic filter ensures a clean environment for all hydraulic components.
- Large 21 gallon tank enhances hydraulic fluid travel to rid the oil of entrapped air and increase heat dissipation.

**SNOW TANK
AND AUGERS:**

- Large snow capacity and tank design provides all areas of the snow tank to be completely filled, even the top and rear corners.
- Both 10 inch large diameter augers are double-flighted to ensure good performance even during heavy shaving and the augers are powder coated for durability.

CONDITIONER:

- Zamboni Ice Resurfacers have a well-deserved reputation for producing the finest sheet of ice, even after many years of being in use.
- A unique design of spring and hydraulic down pressure is used for superior shaving results.
- Performance will continue for the life of the machine by using replaceable bushings and springs.

HUMAN

ENGINEERING:

- The operation of the 552 is very simple. The operator selects the travel direction, then drives the machine with a foot control. Because the conveyors are independent of vehicle speed, the 552 provides full power and speed to the augers at all times, even when slowing for corners.
- Speed is controlled by a single foot pedal. A solid-state electronic actuator provides smooth and responsive acceleration.

**ELECTRONIC
CONTROLS:**
(Cont'd)

- Operator compartment has an ergonomic layout and includes a modern steering wheel with spinner knob.
- The MOSFET electronic controls, while securely locked to inhibit unauthorized entry, are conveniently located should service be necessary. The battery is easily accessed through both side doors for routine maintenance checks, even with the snow tank down.
- Wiring and looms are well routed and protected.
- Vertical auger cover reduces noise and provides an aesthetically pleasing look to the rear platform of the machine.

**FACILITY
ENGINEERING:**

- Zamboni Ice Resurfacers offer unparalleled shaving and snow conveyor performance. A quality sheet of ice is among an arena's primary selling features.
- Zamboni has the tightest turning radius in the industry, enabling operators to resurface deeper into their corners.
- The snow tank on the 552 is designed with a flat bottom and sides, allowing for the snow to slide out with the least amount of residue and at a much lower height. This is important for both dumping indoors as well as outdoors in adverse conditions.
- Polyethylene ice-making water tank is standard. This tank is completely rust free and has a 8" quick access cover for inspection and clean-out.

**MANUFACTURER'S
STATEMENT:**

The Model 552 is proudly designed and manufactured in Paramount, California by Frank J. Zamboni & Co., Inc., a United States company.

WARRANTY:

Twenty Four (24) months or 2,000 hours, parts replacement only.

**SAFETY
STANDARDS:**

The 552 is engineered to meet or exceed A.N.S.I. safety labelling requirements.

SOURCEWELL CONTRACT PRICING:

- Zamboni 552AC** \$124,995.00
- Lithium Ion Battery & Charger\$ 12,500.00
 - Board Brush\$ 5,850.00
 - Aluminum Wheels\$ Standard
 - Wash Water System w/ Poly Tank.....\$ 4,900.00
 - Guide Wheel\$ Standard
 - Black Powder Coated Conditioner.....\$ Standard
 - Parking Brake\$ Standard
 - Electronic Water Level Sight Gauge\$ 500.00
 - Conditioner Poly Side Plate.....\$ Standard
 - Snow Tank Light.....\$ 420.00
 - Advanced Water System.....\$ 5,250.00
 - Auto Snow Breaker\$ 1,775.00
 - Stainless Steel Water Distribution Pipe..\$ 400.00
 - Integrated Auger Wash Out System.....\$ 1,250.00

SUB-TOTAL: \$157,840.00

Less Sourcewell Discount (\$4,735.20)

Transportation \$ 3,600.00

TOTAL: \$156,704.80

F.O.B.: Paramount, CA

TERMS: Net 30 days on approved credit.
 Shipment 150 days or sooner from receipt of order.
 Pricing firm for 30 days.
 Pricing does not include any applicable sales tax.

THANK YOU:



 Doug Peters
 Regional Sales Manager

12/10/19
 Date

Frank J. Zamboni & Co., Inc.
 15714 Colorado Avenue
 Paramount, CA 90723
 Phone: (562) 633-0751
 Fax: (562) 633-9365



484 Co Hwy VV
Somerset, WI 54025
PH: 800-729-7465
Fax: 715-247-5090
rrspecialties.com



Preston Stensrud
City of Marshall
344 West Main St
Marshall, MN 56258

Dear Preston,

It was a pleasure meeting with you last Friday. After our talk and inspection of your Zamboni Model 552-6159, R&R Specialties would like to make an offer to purchase the machine for \$27,750.00.

This offer assumes that the machine will be in a condition similar to what it is now when it is made available to R&R. Normal wear is expected but any major damage or changes to the machine will void this offer. It is assumed that it will be made available to us as soon as you are comfortable in releasing the machine.

Please review and let me know if you have any questions.

Best Regards,

A handwritten signature in cursive script that reads 'Dale Hansen'.

Dale Hansen
General Manager
R&R Specialties, Inc



CITY OF MARSHALL AGENDA ITEM REPORT

Meeting Date:	Tuesday, January 14, 2020
Category:	CONSENT AGENDA
Type:	ACTION
Subject:	Consider Resolution designating the Official Depositories for City Funds for 2020.
Background Information:	State Statutes requires that the City designates general depositories for the City monies. The attached resolution designates Bremer Bank, N.A. as the official general depository for 2020.
Fiscal Impact:	
Alternative/ Variations:	
Recommendations:	The adoption of RESOLUTION NUMBER XXXX, Second Series appointing the Official Depositories for City Funds for 2020.

CITY OF MARSHALL, MINNESOTA

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Marshall, Minnesota, was held on the 14th day of January 2020. The following members were present:

The following members were absent _____

_____ introduced the following Resolution and moved its adoption.

**RESOLUTION NUMBER _____, SECOND SERIES
APPOINTING OFFICIAL DEPOSITORIES FOR CITY FUNDS FOR 2020**

WHEREAS, State Statutes require that the City designate general depositories for the City monies:

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF MARSHALL, MINNESOTA, that Bremer Bank, N.A. be designated as the official general depository for 2020 for the City's general operating checking accounts;

BE IT FURTHER RESOLVED that the following be designated as official depositories for the City's temporary investment program for 2020.

- | | |
|----------------------------------|------------------------|
| Bank of the West | Bremer Bank, N.A. |
| Bremer Trust, N.A. | First Independent Bank |
| Great Western | Minn West Bank, M. V. |
| U.S. BanCorp | United Southwest Bank |
| Wells Fargo Bank Minnesota, N.A. | |

BE IT FURTHER RESOLVED that investment counselors may be utilized for the acquisition of commercial paper, banker's acceptances, brokered CDs, taxable munis and governmental securities;

BE IT FURTHER RESOLVED that the designation of the foregoing depositories is contingent upon receipt by the City of Marshall of evidence of sufficient collateral in the amount and kinds as required by the State Statutes.

BE IT FURTHER RESOLVED, that the Finance Director shall have authority to wire transfer funds from one official depository to another for the purpose of investing City funds.

The motion for the adoption of the foregoing Resolution was duly seconded by _____ and upon vote being taken thereon, the following voted in favor: _____ The following voted against or abstained: _____ Whereupon the Resolution was declared duly passed and adopted.

Robert Byrnes, Mayor

ATTEST:

Kyle Box, City Clerk



CITY OF MARSHALL AGENDA ITEM REPORT

Meeting Date:	Tuesday, January 14, 2020
Category:	CONSENT AGENDA
Type:	ACTION
Subject:	Consider resolution delegating authority to the city to make electronic fund transfers
Background Information:	Minnesota Statute 471.38 allows for electronic fund transfers (EFT) payments for payroll, contributions to pension and retirement funds, vendors and bond principal, bond interest and fiscal agent fees.
Fiscal Impact:	
Alternative/ Variations:	
Recommendations:	Approve Resolution Number XXXX, Second Series giving the City Authority to make Electronic Fund Transfers

RESOLUTION NUMBER _____, SECOND SERIES

RESOLUTION GIVING THE CITY AUTHORITY TO
MAKE ELECTRONIC FUND TRANSFERS

WHEREAS, Minnesota Statute, Section 471.38 allows the use of electronic funds transfer for the following payments:

- a. for a claim for payment from an imprest payroll bank account or investment of excess money;
- b. for a payment of tax or aid anticipation certificates;
- c. for vendor payments;
- d. for payment of bond principal, bond interest and a fiscal agent service charge from the debt redemption fund; and

WHEREAS, Section 471.38 requires that certain policy controls be enacted in order for a local government to utilize electronic funds transfer, including that the governing body annually delegate the authority to make electronic funds transfers to a designated business administrator or chief financial officer or the officer's designee.

NOW THEREFORE, BE IT RESOLVED, the City Council of the City of Marshall delegates the authority to make electronic funds transfers on behalf of the city to the city's finance director or her designee.

BE IT FURTHER RESOLVED, the Finance Director is directed to take all steps necessary for compliance with Minn. Stat. § 471.38.

Passed and adopted by the City Council this 14th day of January 2020.

Robert J. Byrnes, Mayor

ATTEST:

Kyle Box, City Clerk



CITY OF MARSHALL AGENDA ITEM REPORT

Meeting Date:	Tuesday, January 14, 2020
Category:	CONSENT AGENDA
Type:	ACTION
Subject:	Consider Resolution designating the Official Newspaper.
Background Information:	<p>City Charter, Section 12.01 of the City of Marshall requires the City Council to annually designate a local newspaper as its official newspaper for purposes of public notices.</p> <p>The Marshall Independent is the local paper and is currently the identified paper.</p>
Fiscal Impact:	
Alternative/ Variations:	
Recommendations:	the adoption of RESOLUTION NUMBER XXXX, SECOND SERIES, which is a resolution Designating the Marshall Independent as the Official Newspaper for the City of Marshall

RESOLUTION NUMBER _____, SECOND SERIES

**RESOLUTION DESIGNATING THE MARSHALL MINNESOTA "INDEPENDENT" AS
THE OFFICIAL NEWSPAPER FOR
THE CITY OF MARSHALL**

WHEREAS, the City Charter, Section 12.01 of the City of Marshall, Minnesota requires the City Council to annually designate a local newspaper as its official newspaper;

NOW THEREFORE, BE IT RESOLVED, the Marshall, Minnesota "Independent" is designated as the official Newspaper for the City of Marshall, Minnesota.

Passed and adopted this 14th day of January, 2020.

Mayor of the City of Marshall

ATTEST:

City Clerk



CITY OF MARSHALL AGENDA ITEM REPORT

Meeting Date:	Tuesday, January 14, 2020
Category:	CONSENT AGENDA
Type:	ACTION
Subject:	Consider approval of Resolution Number ____, Second Series to authorize the Finance Director to pay certain claims
Background Information:	Minnesota State Statute §412.271 Subd. 8 authorizes the council to delegate the authority to pay certain claims made against the city to a city administrative official. Minnesota State Statute §471.425 requires Minnesota cities to pay bills within 35 days from the “date of receipt”. With the council only meeting twice a month this deadline is not often met. To have the City operate more efficiently and ensure the 35-day requirement is met, delegating the authority to pay certain claims prior to council approval is recommended. This resolution will be renewed on an annual basis.
Fiscal Impact:	Avoiding finance charges on late payments.
Alternative/ Variations:	
Recommendations:	Approve Resolution Number ____, Second Series to authorize the Finance Director to pay certain claims

RESOLUTION NUMBER _____, SECOND SERIES

**RESOLUTION TO AUTHORIZE THE FINANCE DIRECTOR TO PAY
CERTAIN CLAIMS**

WHEREAS, Minnesota State Statute §412.271 Subd. 8 authorizes the council to delegate the authority to pay certain claims made against the city to a city administrative official; and,

WHEREAS, Minnesota State Statute §471.425 requires Minnesota cities to pay bills within 35 days from the “date of receipt,” or either the completed delivery of the goods, services or installation or assembly of items, or the receipt of the invoice for the delivery of goods or services, whichever is later; and,

WHEREAS, the Marshall City Council (“Council”) meets the second and fourth Tuesday of the month throughout the year and approves bill claims lists as part of its regular business meetings; and,

WHEREAS, on occasion there is an extra week in between Council meetings, which may create difficulty for the City to meet the statutory 35-day requirement; and,

BE IT FURTHER RESOLVED, that the Council delegates and authorizes the Finance Director may pay the following types of claims made against the City prior to Council Approval:

- Payroll activity, including insurance (medical, dental, etc.), all other withholdings, and non-overnight meals and other taxable expenses
- Insurance premiums and deductibles – workers’ comp, property casualty, liability, auto, etc.
- Subpoena/service fees
- Monthly support and maintenance (County PD Support, copier leases, postage, etc.)
- Credit cards and/or other charge cards or accounts with supporting detail for transaction(s) - - to company/business only;
- Expenses that would receive a discount or incur a penalty if not paid before claims submitted at the next regularly scheduled meeting would be issued by the City and reasonably expected to be received by the vendor
- Miscellaneous taxes, including property tax & lodging tax
- Payments to Recorder for document/lien recordings or releases
- Debt payments or other claims with fixed payment schedules (TIF PayGo payments, etc.)
- Payments on City approved contracts or agreements (such as City Attorney, garbage/recycling, CVB and Chamber agreements)
- Registrations and dues approved by the Division Director
- Reimbursement to employees for travel related expenses (hotel, mileage, parking, overnight meals, etc.) approved by the Division Director
- Monthly employee cell phone allowance

- Tall Grass Liquor inventory purchases
- Petty Cash Requests for special events
- To reissue any check, after receiving a signed affidavit

BE IT FURTHER RESOLVED, that on considering the sum charged excessive or for any claims with other possible questions or issues, as determined by the Finance Director, those bills will not be issued but will be presented to the Council for action at its next regularly scheduled meeting;

BE IT FURTHER RESOLVED, that the Finance Director will not be held personally liable for payment for any claim falling into the above authorized types the City Council later disagrees with, disapproves of, or questions;

BE IT FURTHER RESOLVED, the above delegation and authority conferred shall be and remain in full force and effect until written notice of any amendment or revocation thereof shall have been delivered to the Finance Director; and

BE IT FURTHER RESOLVED, that as part of internal accounting and administrative control procedures and for informational purposes, a list of all such claims paid be presented to the City Council at its next regularly scheduled meeting.

Passed and adopted by the Council this 14th day of January 2020.

Attest:

City Clerk

Mayor



CITY OF MARSHALL AGENDA ITEM REPORT

Meeting Date:	Tuesday, January 14, 2020
Category:	CONSENT AGENDA
Type:	ACTION
Subject:	Call for a Public Hearing Regarding Proposed Property Tax Abatement at 1005 Channel Parkway
Background Information:	Per M.S 469.1813 sub 5 The governing body of the political subdivision may approve an abatement under sections 469.1812 to 469.1815 only after holding a public hearing on the abatement.
Fiscal Impact:	
Alternative/ Variations:	
Recommendations:	To call for a public hearing for the proposed property tax abatement

CITY OF MARSHALL
NOTICE OF PUBLIC HEARING REGARDING PROPOSED PROPERTY TAX ABATEMENT
FOR TAX ABATEMENT APPLICANT DOUGLAS & PEGGY ANDERSON

NOTICE IS HEREBY GIVEN that the City Council of the City of Marshall Minnesota (the “City”), will hold a public hearing at a meeting of the Council beginning at 5:30 p.m., on January 28, 2020 to be held in the Professional Development Room at the Marshall Middle School, 401 South Saratoga Street in Marshall, Minnesota, on the request of a Tax Abatement Applicant that the City abate a portion of property taxes levied by the City in connection with the proposed construction of an approximately 7,500 square foot addition to the existing structure. The property is located within the City and is currently identified as Parcel No. 27-105001-0. The approximate amount of assistance is \$8,856 over a maximum period of 5 years. The City Council will consider granting a property tax abatement in response to the request.

Information about the proposed tax abatement will be on file and available for public inspection at the office of the City Clerk at City Hall.

All interested persons may appear at the public hearing and present their views orally or in writing. Following the public hearing, the City Council will take action concerning the adoption or rejection of the proposed tax abatement application.

Dated: January 11, 2020

/s/Kyle Box
City Clerk

City of Marshall

Tax Abatement

Application Review and Approval Process shall be followed as specified in Tax Abatement Policy as specified herein.

Property Information:

Location: 1005 Channel Parkway Access Road: _____

Section: N/A Township: N/A Range: N/A Property Identification Number: 27-105001-0

Legal Description: Lot 1 Block 1, Anderson Addition

(attach if needed)

Parcel Width: _____ (feet) Length: _____ (feet) Acres: 5.403

Applicant Information (Person):

Applicant Name: Douglas & Peggy Anderson

Phone: (Work) (507)-532-3613 (Cell) _____

E-Mail Address: _____

Mailing Address: 2109 280th St Marshall, MN 56258

Applicant Signature: _____

Owner Information (Person, primary contact) (If different than applicant information above):

Owner Name: Douglas & Peggy Anderson Phone: _____ (h) 532-3613 (w)

Mailing Address: PO Box 1231, Marshall, MN 56280

Owner Signature: _____

Contractors or Contract for Deed Holders – owner must sign the application.

Business Entity/Company Information (If property held by LLC, Corp, etc.):

Owner Name: _____ Phone: _____ Fax: _____

Location: _____

Type of Company: _____ Service Provided: _____

Please attach the following documentation (incomplete applications will not be accepted):

- Map or site plan, prepared by an architect or engineer, showing the boundaries of the proposed development, the size and location of the building(s) and parking areas, if applicable.
- Written narrative describing the project, the size and type of building(s), business type and use, traffic information (parking capacity, vehicle counts, traffic flow, pedestrian facilities), project timing, and estimated market value. Project renderings or building plans/specs if available at time of application.

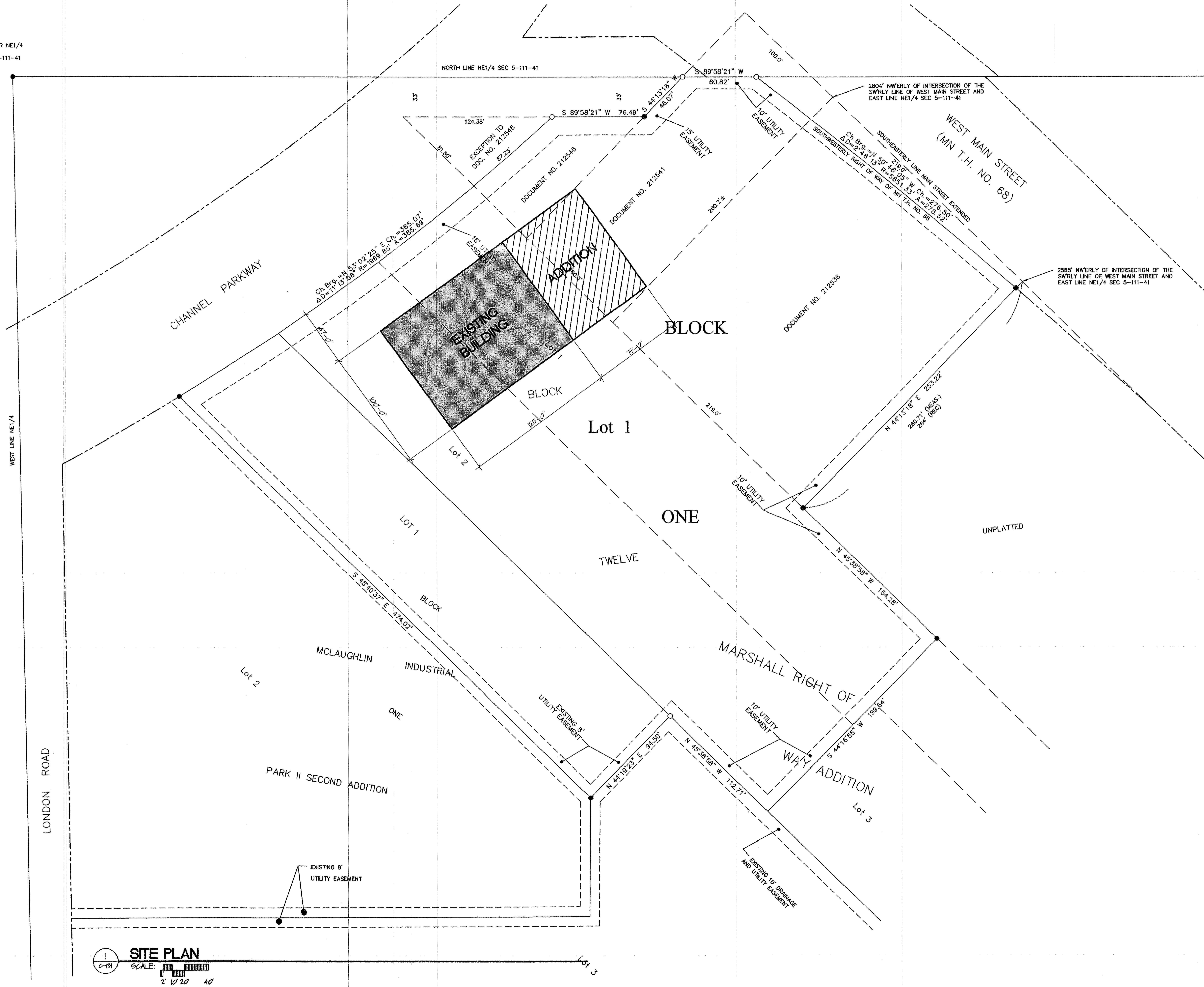
Return Completed Applications to:

City Clerk
City of Marshall
344 West Main St.
Marshall, MN 56258

PROJECT

The building is 75' X 100' one story metal building addition housing metal fabrication business. The project started September 2019 and is in progress.

NW COR NE1/4
SEC 5-111-41



SITE PLAN
SCALE: 1" = 10' 10"

MARSHALL MACHINE SHOP INC
1005 CHANNEL PKWY
MARSHALL, MN 56258
507 532 3613

ENGAN ASSOCIATES



311 4th Street SW
P.O. Box 958
Willmar, MN 56201
320-235-0860
FAX: 320-235-0861

BLADHOLM CONSTRUCTION
704 WEST COLLEGE DRIVE
MARSHALL, MN 56258
507 537 9787

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly licensed architect under the laws of the state of Minnesota. Date: 8/14/2019 LIC. NO. 011505
Richard P. Engan
Richard P. Engan
Copyright © 2019 All rights reserved
Engan Associates

PROJECT # 482.13	DATE: 8/14/2019
DRAWN BY:	CHECKED BY: RK
OWNER:	

MARSHALL MACHINE SHOP
2019 ADDITION
MARSHALL, MN

SITE IMPROVEMENT PLAN

C-131

MARSHALL MACHINE SHOP INC
 1005 CHANNEL PKWY
 MARSHALL, MN 56258
 507 532 3613

ENGAN ASSOCIATES
 311 4th Street SW
 P.O. Box 956
 Willmar, MN 56201
 320-235-0860
 FAX: 320-235-0861



BLADHOLM CONSTRUCTION
 704 WEST COLLEGE DRIVE
 MARSHALL, MN 56258
 507 537 9787

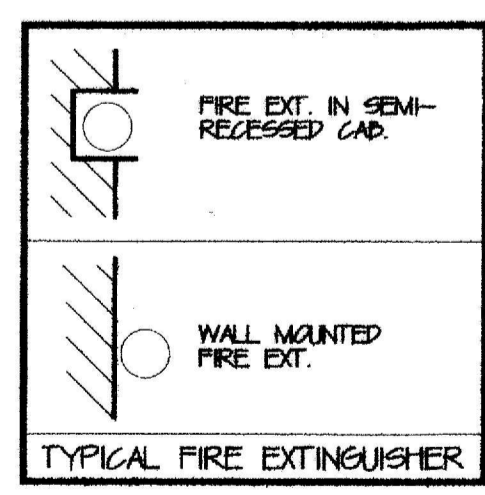
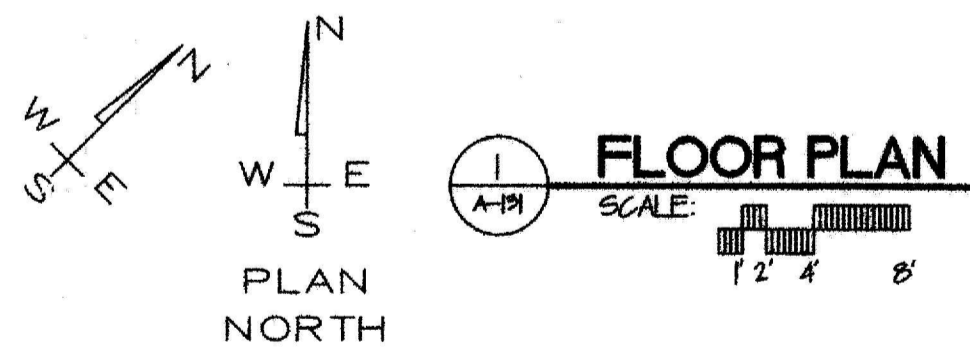
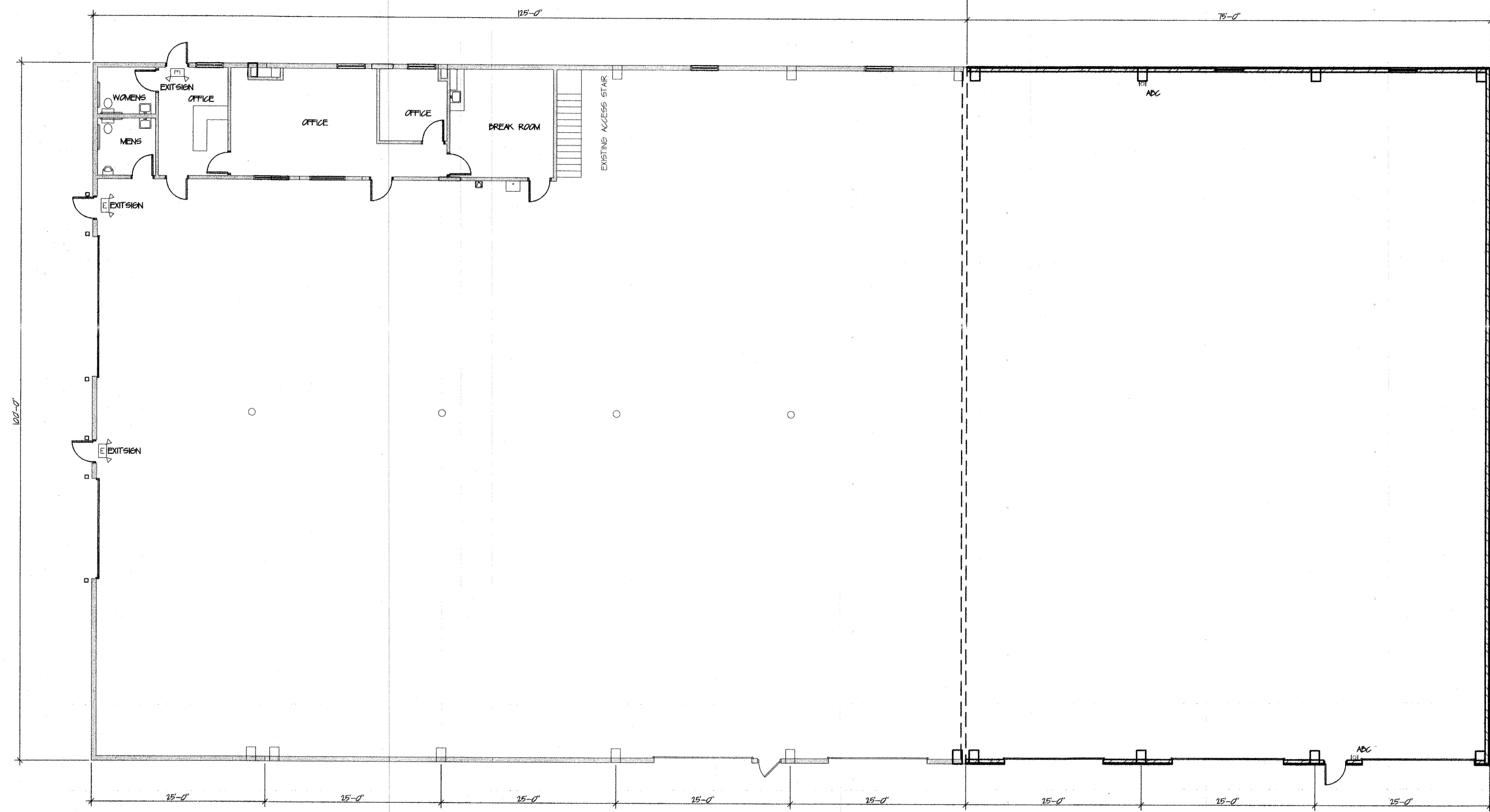
I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly licensed architect under the laws of the state of Minnesota. Date: 7/08/2019 LIC. NO. 011505
Richard P. Engan
 Richard P. Engan
 Copyright © 2019 Engan Associates
 All rights reserved

PROJECT # 482.13	DATE: 7/08/2019
DRAWN BY:	CHECKED BY:
OWNER:	

MARSHALL
 MACHINE SHOP
 2019 ADDITION
 MARSHALL, MN

FLOOR PLAN

A-131



- GENERAL NOTES**
1. THE CONTRACTOR SHALL FAMILIARIZE HIMSELF WITH THE PROJECT AND VERIFY ALL CONDITIONS AND DIMENSIONS.
 2. THE CONTRACTOR SHALL VERIFY EXACT ELEVATIONS, INVERTS, AND LOCATIONS OF ALL UTILITIES.
 3. ALL CONTRACTORS SHALL CONFORM TO ALL APPLICABLE CODES.
 4. CONTRACTORS SHALL USE CAUTION TO LIMIT DAMAGE TO ANY EXISTING PROPERTY AND ADJOINING SURFACES.
 5. THE CONTRACTORS SHALL NOTIFY THE ARCHITECT IF ANY EXISTING CONDITIONS DIFFER FROM THE PLANS.
 6. THE CONTRACTOR IS RESPONSIBLE TO VERIFY ALL DIMENSIONS.
 7. ALL CONCRETE SLABS AND SIDEWALKS TO HAVE MINIMUM OF 4" GRANULAR BASE.
 8. SLOPE ALL FLOORS NOTED TO SLOPE 1% - 2%
 9. ALL PERIMETER FOUNDATION RIGID INSULATION TO BE ADHERED TO FOUNDATION WALL.
 10. "N/C" REFERS TO ITEMS THAT ARE NOT IN THIS CONTRACT.
 11. THE ON SITE SUPERINTENDENT SHALL PROVIDE BASIC LAYOUT FOR MECHANICAL, ELECTRICAL AND OTHER TRADES.
 12. PATCH WHERE MECHANICAL AND ELECTRICAL PENETRATE WALL.

Item 10.

CONNECTEXPLORER



map: Auto (Oblique) May 2019 - May 2019 image 1 of 11 05/13/2019

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USING TNT PROPOSED RATES FOR PAY 2020

CALCULATING THE CURRNET STRUCTURE EMV AS BASE - ONLY HAVING ABATEMENT ON IMPROVEMENT EMV
(CITY PORTION ONLY)

	EMV	City Taxes	County Taxes	TOTAL TAXES
Base EMV	\$ 850,900.00	\$ 9,493.00	\$ 6,052.00	\$ 27,541.00
Improvement EMV	\$ 253,000.00	\$ 2,952.00	\$ 1,882.00	\$ 8,732.00
Total EMV	\$ 1,103,900.00	\$ 12,445.00	\$ 7,934.00	\$ 36,273.00

BASED OFF 2020 TNT RATES	1	2	3	4	5	6	7	8	9	10	
year	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	
<i>ENTER % OF ABATEMENT HERE</i> →	100%	80%	60%	40%	20%	0%	0%	0%	0%	0%	
Base EMV Captured Taxes	\$ 9,493.00	\$ 9,493.00	\$ 9,493.00	\$ 9,493.00	\$ 9,493.00	\$ 9,493.00	\$ 9,493.00	\$ 9,493.00	\$ 9,493.00	\$ 9,493.00	
Improvement EMV Abated Taxes	\$ 2,952.00	\$ 2,361.60	\$ 1,771.20	\$ 1,180.80	\$ 590.40	\$ -	\$ -	\$ -	\$ -	\$ -	
Improvement EMV Captured Taxes	\$ -	\$ 590.40	\$ 1,180.80	\$ 1,771.20	\$ 2,361.60	\$ 2,952.00	\$ 2,952.00	\$ 2,952.00	\$ 2,952.00	\$ 2,952.00	
											TOTAL
Amount of Abatement	\$ 2,952.00	\$ 2,361.60	\$ 1,771.20	\$ 1,180.80	\$ 590.40	\$ -	\$ -	\$ -	\$ -	\$ -	8,856.00
Amount of Taxes the City recieves	\$ 9,493.00	\$ 10,083.40	\$ 10,673.80	\$ 11,264.20	\$ 11,854.60	\$ 12,445.00	\$ 12,445.00	\$ 12,445.00	\$ 12,445.00	\$ 12,445.00	115,594.00
Total Tax Bill (city)	\$ 12,445.00	\$ 12,445.00	\$ 12,445.00	\$ 12,445.00	\$ 12,445.00	\$ 12,445.00	\$ 12,445.00	\$ 12,445.00	\$ 12,445.00	\$ 12,445.00	124,450.00
											REQUESTED \$\$\$
											\$ -
											BALANCE OF SPECIALS
											\$ -
											FORGAVE
											TAX ABATEMENT
											\$ -

USING TNT PROPOSED RATES FOR PAY 2020

CALCULATING THE CURRNET STRUCTURE EMV AS BASE - ONLY
HAVING ABATEMENT ON IMPROVEMENT EMV

	EMV	City Taxes	County Taxes	TOTAL TAXES
Base EMV	\$ 870,800.00	\$ 9,725.00	\$ 6,200.00	\$ 29,934.00
Improvement EMV	\$ 233,100.00	\$ 2,720.00	\$ 1,734.00	\$ 6,339.00
Total EMV	\$ 1,103,900.00	\$ 12,445.00	\$ 7,934.00	\$ 36,273.00

BASED OFF 2020 TNT RATES	1	2	3	4	5		
year	2021	2022	2023	2024	2025		
ENTER % OF ABATEMENT HERE ➔	80%	60%	40%	20%	0%		
Base EMV Captured Taxes	\$ 9,725.00	\$ 9,725.00	\$ 9,460.00	\$ 9,460.00	\$ 9,460.00		
Improvement EMV Abated Taxes	\$ 2,176.00	\$ 1,632.00	\$ 1,088.00	\$ 544.00	\$ -		
Improvement EMV Captured Taxes	\$ 544.00	\$ 1,088.00	\$ 1,632.00	\$ 2,176.00	\$ 2,720.00		
TOTAL (10yrs)							
Amount of Abatement	\$ 2,176.00	\$ 1,632.00	\$ 1,088.00	\$ 544.00	\$ -	\$ 5,440.00	REQUESTED \$\$\$
Amount of Taxes the City recieves	\$ 10,269.00	\$ 10,813.00	\$ 11,092.00	\$ 11,636.00	\$ 12,180.00	\$ 116,890.00	
Total Tax Bill (city)	\$ 12,445.00	\$ 12,445.00	\$ 12,180.00	\$ 12,180.00	\$ 12,180.00	\$ 122,330.00	
							BALANCE OF SPECIALS FORGAVE
							TAX ABATEMENT



CITY OF MARSHALL AGENDA ITEM REPORT

Meeting Date:	Tuesday, January 14, 2020
Category:	CONSENT AGENDA
Type:	ACTION
Subject:	Consider LG220 Application for Exempt Permit for the Lynd Fire Fighters Relief Association.
Background Information:	This LG220 application of Exempt Permit is for Lynd Fire Fighters Relief Association to hold a raffle on January 18, 2020 at Brau Brothers Brewing, 1010 E. Southview Dr., Marshall, Minnesota
Fiscal Impact:	There is no City fee for this permit.
Alternative/ Variations:	Not acknowledge this permit.
Recommendations:	BE IT RESOLVED, that the City Council hereby (1) grants local unit of government approval to Lynd Fire Fighters Relief Association to hold a raffle on January 18, 2020 at Brau Brothers Brewing, 1010 E. Southview Dr., Marshall, Minnesota, (2) acknowledges the receipt of LG220 Application of Exempt Permit, (3) waives the 30-day waiting period, and (4) authorizes and directs the appropriate city personnel to complete and sign the LG220 Application for Exempt Permit on behalf of the City of Marshall

LG220 Application for Exempt Permit

An exempt permit may be issued to a nonprofit organization that:
• conducts lawful gambling on five or fewer days, and
• awards less than \$50,000 in prizes during a calendar year.
If total raffle prize value for the calendar year will be \$1,500 or less, contact the Licensing Specialist assigned to your county by calling 651-539-1900.

Application Fee (non-refundable)

Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is \$100; otherwise the fee is \$150.
Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

ORGANIZATION INFORMATION

Organization Name: LYND FIRE FIGHTERS RELIEF ASSOCIATION
Previous Gambling Permit Number:
Minnesota Tax ID Number, if any:
Federal Employer ID Number (FEIN), if any:
Mailing Address: 111 W RAILROAD ST
City: LYND State: MN Zip: 56157 County: LYON
Name of Chief Executive Officer (CEO): DILLON SCHULTZ
CEO Daytime Phone: 507.829.8091 CEO Email:
Email permit to (if other than the CEO): LYND.MN.FIREDEPT@GMAIL.COM

NONPROFIT STATUS

Type of Nonprofit Organization (check one):
[] Fraternal [] Religious [] Veterans [x] Other Nonprofit Organization

Attach a copy of one of the following showing proof of nonprofit status:

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

[x] A current calendar year Certificate of Good Standing
Don't have a copy? Obtain this certificate from:
MN Secretary of State, Business Services Division
60 Empire Drive, Suite 100
St. Paul, MN 55103
Secretary of State website, phone numbers:
www.sos.state.mn.us
651-296-2803, or toll free 1-877-551-6767
[] IRS income tax exemption (501(c)) letter in your organization's name
[] IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): BRAU BROTHERS BREWING
Physical Address (do not use P.O. box): 1010 E SOUTHVIEW DRIVE, MARSHALL MN 56258
Check one:
[x] City: MARSHALL Zip: 56258 County: LYON
[] Township: Zip: County:
Date(s) of activity (for raffles, indicate the date of the drawing): January 18 2020
Check each type of gambling activity that your organization will conduct:
[] Bingo [] Paddlewheels [] Pull-Tabs [] Tipboards [x] Raffle

Item 11. equipment for bingo paper, bingo boards, raffle boards, paddlewheels, pull-tabs, and tipboards must be distributed by a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo ball set may be borrowed from another organization authorized to conduct bingo. To find a licensed distributor, go to www.mn.gov/gcb and click on Distributors under the List of Licensees tab, or call 651-539-1900.

LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)

<p style="text-align: center;">CITY APPROVAL for a gambling premises located within city limits</p> <p><input type="checkbox"/> The application is acknowledged with no waiting period.</p> <p><input type="checkbox"/> The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).</p> <p><input type="checkbox"/> The application is denied.</p> <p>Print City Name: _____</p> <p>Signature of City Personnel: _____</p> <p>Title: _____ Date: _____</p> <div style="border: 1px solid black; padding: 10px; text-align: center; margin-top: 20px;"> <p>The city or county must sign before submitting application to the Gambling Control Board.</p> </div>	<p style="text-align: center;">COUNTY APPROVAL for a gambling premises located in a township</p> <p><input type="checkbox"/> The application is acknowledged with no waiting period.</p> <p><input type="checkbox"/> The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.</p> <p><input type="checkbox"/> The application is denied.</p> <p>Print County Name: _____</p> <p>Signature of County Personnel: _____</p> <p>Title: _____ Date: _____</p> <p>TOWNSHIP (if required by the county) On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.213.)</p> <p>Print Township Name: _____</p> <p>Signature of Township Officer: _____</p> <p>Title: _____ Date: _____</p>
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CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the event date.

Chief Executive Officer's Signature: *Dillon Schultz* Date: _____
(Signature must be CEO's signature; designee may not sign)

Print Name: DILLON SCHULTZ

REQUIREMENTS	MAIL APPLICATION AND ATTACHMENTS
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<p>Complete a separate application for:</p> <ul style="list-style-type: none"> • all gambling conducted on two or more consecutive days; or • all gambling conducted on one day. <p>Only one application is required if one or more raffle drawings are conducted on the same day.</p> <p>Financial report to be completed within 30 days after the gambling activity is done: A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.</p> <p>Your organization must keep all exempt records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).</p>	<p>Mail application with:</p> <p>_____ a copy of your proof of nonprofit status; and</p> <p>_____ application fee (non-refundable). If the application is postmarked or received 30 days or more before the event, the application fee is \$100; otherwise the fee is \$150. Make check payable to State of Minnesota.</p> <p>To: Minnesota Gambling Control Board 1711 West County Road B, Suite 300 South Roseville, MN 55113</p> <p>Questions? Call the Licensing Section of the Gambling Control Board at 651-539-1900.</p>
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<p>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 the Board will be able to process the</p>	<p>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 Depart-</p>	<p>ment 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.</p>
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Item 11.

Minnesota Business Name

The Lynd Fire Fighters' Relief Association

Business Type

Nonprofit Corporation (Domestic)

Comments

Fire Fighter

MN Statute

317A

File Number

Q-84

Home Jurisdiction

Minnesota

Filing Date

02/07/1978

Status

Active / In Good Standing

Renewal Due Date

12/31/2020

Registered Office Address

Lynd, MN 56157
USA

Number of Shares

NONE

Registered Agent(s)

(Optional) Currently No Agent

President

RYAN GIRARD
PO BOX 86
LYND, MN 56157
USA



CITY OF MARSHALL AGENDA ITEM REPORT

Meeting Date:	Tuesday, January 14, 2020
Category:	CONSENT AGENDA
Type:	ACTION
Subject:	Consider LG220 Application for Exempt Permit for the Lyon County Pheasants Forever.
Background Information:	This LG220 application of Exempt Permit is for the Lyon County Pheasants Forever to hold a raffle on April 18, 2020 at the Red Baron Arena & Expo Center at 1651 Victory Drive, Marshall, Minnesota
Fiscal Impact:	There is no City fee for this permit.
Alternative/ Variations:	Not acknowledge this permit.
Recommendations:	BE IT RESOLVED, that the City Council hereby (1) grants local unit of government approval for Lyon County Pheasants Forever to hold a raffle on April 18, 2020 at the Red Baron Arena & Expo Center at 1651 Victory Drive, Marshall, Minnesota, (2) acknowledges the receipt of LG220 Application of Exempt Permit, (3) waives the 30-day waiting period, and (4) authorizes and directs the appropriate city personnel to complete and sign the LG220 Application for Exempt Permit on behalf of the City of Marshall

LG220 Application for Exempt Permit

An exempt permit may be issued to a nonprofit organization that:

- conducts lawful gambling on five or fewer days, and
- awards less than \$50,000 in prizes during a calendar year.

If total raffle prize value for the calendar year will be \$1,500 or less, contact the Licensing Specialist assigned to your county by calling 651-539-1900.

Application Fee (non-refundable)

Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**.

Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

ORGANIZATION INFORMATION

Organization Name: Lyon County Pheasants Forever Previous Gambling Permit Number: _____

Minnesota Tax ID Number, if any: _____ Federal Employer ID Number (FEIN), if any: _____

Mailing Address: PO Box 217

City: Marshall State: MN Zip: 56258 County: Lyon

Name of Chief Executive Officer (CEO): Mark Radke

CEO Daytime Phone: 507 507 401-1312 CEO Email: mark.radke@schwans.com
(permit will be emailed to this email address unless otherwise indicated below)

Email permit to (if other than the CEO): rprorok@frontiernet.net

NONPROFIT STATUS

Type of Nonprofit Organization (check one):

Fraternal Religious Veterans Other Nonprofit Organization

Attach a copy of one of the following showing proof of nonprofit status:

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

A current calendar year Certificate of Good Standing
Don't have a copy? Obtain this certificate from:
MN Secretary of State, Business Services Division
60 Empire Drive, Suite 100
St. Paul, MN 55103
Secretary of State website, phone numbers:
www.sos.state.mn.us
651-296-2803, or toll free 1-877-551-6767

IRS income tax exemption (501(c)) letter in your organization's name
Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.

IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)
If your organization falls under a parent organization, attach copies of both of the following:
1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and
2. the charter or letter from your parent organization recognizing your organization as a subordinate.

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): Red Baron Arena & Expo Center

Physical Address (do not use P.O. box): 1651 Victory Drive

Check one:
 City: Marshall Zip: 56258 County: Lyon
 Township: _____ Zip: _____ County: _____

Date(s) of activity (for raffles, indicate the date of the drawing): April 18, 2019

Check each type of gambling activity that your organization will conduct:
 Bingo Paddlewheels Pull-Tabs Tipboards Raffle

Gambling equipment for bingo paper, bingo boards, raffle boards, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo ball selection may be borrowed from another organization authorized to conduct bingo. To find a licensed distributor, go to www.mn.gov/gcb and click on **Distributors** under the **List of Licensees** tab, or call 651-539-1900.

LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)

<p style="text-align: center;">CITY APPROVAL for a gambling premises located within city limits</p> <p><input type="checkbox"/> The application is acknowledged with no waiting period.</p> <p><input type="checkbox"/> The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).</p> <p><input type="checkbox"/> The application is denied.</p> <p>Print City Name: _____</p> <p>Signature of City Personnel: _____</p> <p>Title: _____ Date: _____</p> <div style="border: 1px solid black; padding: 5px; text-align: center; margin-top: 20px;"> <p>The city or county must sign before submitting application to the Gambling Control Board.</p> </div>	<p style="text-align: center;">COUNTY APPROVAL for a gambling premises located in a township</p> <p><input type="checkbox"/> The application is acknowledged with no waiting period.</p> <p><input type="checkbox"/> The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.</p> <p><input type="checkbox"/> The application is denied.</p> <p>Print County Name: _____</p> <p>Signature of County Personnel: _____</p> <p>Title: _____ Date: _____</p> <p>TOWNSHIP (if required by the county) On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.213.)</p> <p>Print Township Name: _____</p> <p>Signature of Township Officer: _____</p> <p>Title: _____ Date: _____</p>
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CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the event date.

Chief Executive Officer's Signature: Mark Koelke Date: 12/4/19
(Signature must be CEO's signature; designee may not sign)

Print Name: MARK KOELKE

REQUIREMENTS	MAIL APPLICATION AND ATTACHMENTS
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Complete a separate application for:

- all gambling conducted on two or more consecutive days; or
- all gambling conducted on one day.

Only one application is required if one or more raffle drawings are conducted on the same day.

Financial report to be completed within 30 days after the gambling activity is done:
A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.

Your organization must keep all exempt records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).

Mail application with:

_____ a copy of your proof of nonprofit status; and

_____ application fee (non-refundable). If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**. Make check payable to **State of Minnesota**.

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

Questions?
Call the Licensing Section of the Gambling Control Board at 651-539-1900.

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 the 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.



CITY OF MARSHALL AGENDA ITEM REPORT

Meeting Date:	Tuesday, January 14, 2020
Category:	CONSENT AGENDA
Type:	ACTION
Subject:	Consider LG220 Application for Exempt Permit for the Marshall Golf Club, Inc.
Background Information:	This LG220 application of Exempt Permit is for the Marshall Golf Club, Inc to hold a raffle on April 11, 2020 to be held at the Marshall Golf Club, 800 Country Club Dr., Marshall, Minnesota
Fiscal Impact:	There is no City fee for this permit.
Alternative/ Variations:	Not acknowledge this permit.
Recommendations:	BE IT RESOLVED, that the City Council hereby (1) grants local unit of government approval to Marshall Golf Club, Inc to hold a raffle on April 11, 2020 to be held at the Marshall Golf Club, 800 Country Club Dr., Marshall, Minnesota, (2) acknowledges the receipt of LG220 Application of Exempt Permit, (3) waives the 30-day waiting period, and (4) authorizes and directs the appropriate city personnel to complete and sign the LG220 Application for Exempt Permit on behalf of the City of Marshall

MINNESOTA LAWFUL GAMBLING
LG220 Application for Exempt Permit

An exempt permit may be issued to a nonprofit organization that:

- conducts lawful gambling on five or fewer days, and
- awards less than \$50,000 in prizes during a calendar year.

If total raffle prize value for the calendar year will be \$1,500 or less, contact the Licensing Specialist assigned to your county by calling 651-539-1900.

Application Fee (non-refundable)

Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**.
 Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

ORGANIZATION INFORMATION

Organization Name: The Marshall Golf Club, Inc. Previous Gambling Permit Number: _____
 Minnesota Tax ID Number, if any: _____ Federal Employer ID Number (FEIN), if any: _____
 Mailing Address: PO Box 502
 City: Marshall State: MN Zip: 56258 County: Lyon
 Name of Chief Executive Officer (CEO): Jason Lewis (MGC President)
 CEO Daytime Phone: 507-828-1810 CEO Email: finance@marshallgolfclub.com
(permit will be emailed to this email address unless otherwise indicated below)
 Email permit to (if other than the CEO): _____

NONPROFIT STATUS

Type of Nonprofit Organization (check one):
 Fraternal Religious Veterans Other Nonprofit Organization

Attach a copy of one of the following showing proof of nonprofit status:

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

A current calendar year Certificate of Good Standing
 Don't have a copy? Obtain this certificate from:
 MN Secretary of State, Business Services Division
 60 Empire Drive, Suite 100
 St. Paul, MN 55103
 Secretary of State website, phone numbers:
www.sos.state.mn.us
 651-296-2803, or toll free 1-877-551-6767

IRS income tax exemption (501(c)) letter in your organization's name
 Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.

IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)
 If your organization falls under a parent organization, attach copies of both of the following:
 1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and
 2. the charter or letter from your parent organization recognizing your organization as a subordinate.

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): Marshall Golf Club
 Physical Address (do not use P.O. box): 800 Country Club Dr.
 Check one:
 City: Marshall Zip: 56258 County: Lyon
 Township: _____ Zip: _____ County: _____
 Date(s) of activity (for raffles, indicate the date of the drawing): 4/11/2020

Check each type of gambling activity that your organization will conduct:

Bingo Paddlewheels Pull-Tabs Tipboards Raffle

Gambling equipment for bingo paper, bingo boards, raffle boards, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo ball selection devices may be borrowed from another organization authorized to conduct bingo. To find a licensed distributor, go to www.mn.gov/gcb and click on **Distributors** under the **List of Licensees** tab, or call 651-539-1900.

LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)

<p style="text-align: center;">CITY APPROVAL for a gambling premises located within city limits</p> <p><input type="checkbox"/> The application is acknowledged with no waiting period.</p> <p><input type="checkbox"/> The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).</p> <p><input type="checkbox"/> The application is denied.</p> <p>Print City Name: _____</p> <p>Signature of City Personnel: _____</p> <p>Title: _____ Date: _____</p> <div style="border: 1px solid black; padding: 5px; text-align: center; margin-top: 20px;"> <p>The city or county must sign before submitting application to the Gambling Control Board.</p> </div>	<p style="text-align: center;">COUNTY APPROVAL for a gambling premises located in a township</p> <p><input type="checkbox"/> The application is acknowledged with no waiting period.</p> <p><input type="checkbox"/> The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.</p> <p><input type="checkbox"/> The application is denied.</p> <p>Print County Name: _____</p> <p>Signature of County Personnel: _____</p> <p>Title: _____ Date: _____</p> <p>TOWNSHIP (if required by the county) On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.213.)</p> <p>Print Township Name: _____</p> <p>Signature of Township Officer: _____</p> <p>Title: _____ Date: _____</p>
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CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the event date.

Chief Executive Officer's Signature: *Jason Lewis* Date: 12-10-19

(Signature must be CEO's signature; designee may not sign)

Print Name: Jason Lewis

<p>REQUIREMENTS</p> <p>Complete a separate application for:</p> <ul style="list-style-type: none"> • all gambling conducted on two or more consecutive days; or • all gambling conducted on one day. <p>Only one application is required if one or more raffle drawings are conducted on the same day.</p> <p>Financial report to be completed within 30 days after the gambling activity is done: A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.</p> <p>Your organization must keep all exempt records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).</p>	<p>MAIL APPLICATION AND ATTACHMENTS</p> <p>Mail application with:</p> <p>_____ a copy of your proof of nonprofit status; and</p> <p>_____ application fee (non-refundable). If the application is postmarked or received 30 days or more before the event, the application fee is \$100; otherwise the fee is \$150. Make check payable to State of Minnesota.</p> <p>To: Minnesota Gambling Control Board 1711 West County Road B, Suite 300 South Roseville, MN 55113</p> <p>Questions? Call the Licensing Section of the Gambling Control Board at 651-539-1900.</p>
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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 the 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.

An equal opportunity employer

Business Record Details »

Minnesota Business Name

The Marshall Golf Club, Inc.

Business Type

Nonprofit Corporation (Domestic)

MN Statute

317A

File Number

1302-NP

Home Jurisdiction

Minnesota

Filing Date

04/23/1930

Status

Active / In Good Standing

Renewal Due Date

12/31/2018

Registered Office Address

Hwy 23&Co 7 on Country Club Dr PO Bx 502

Marshall, MN 56258-1796

USA

Number of Shares

10,000

Registered Agent(s)

(Optional) None provided

President

Jason Lewis

800 COUNTRY CLUB DRIVE

MARSHALL, MN 56258

USA

Filing History

Filing History

Select the item(s) you would like to order: Order Selected Copies

<input type="checkbox"/>	Filing Date	Filing	Effective Date
<input type="checkbox"/>	04/23/1930	Original Filing - Nonprofit Corporation (Domestic)	
	04/23/1930	Nonprofit Corporation (Domestic) Business Name (Business Name: Marshall Golf Club)	



CITY OF MARSHALL AGENDA ITEM REPORT

Meeting Date:	Tuesday, January 14, 2020
Category:	CONSENT AGENDA
Type:	ACTION
Subject:	Wastewater Treatment Facilities Improvement Project – 1) Consider Application for Payment No. 6 to Magney Construction, Inc.
Background Information:	<p>Attached is an Application for Payment No. 6 to Magney Construction, Inc. of Chanhassen, Minnesota, for the above-referenced project.</p> <p>As this project is financed with a Public Facilities Authority low interest loan through the State of Minnesota, pay applications are required to be placed on the City Council agenda for approval.</p> <p>Please see attached recommendation memo for approval of payment from the City’s consultant, Bolton & Menk, Inc.</p>
Fiscal Impact:	This project is financed with a Public Facilities Authority low interest loan through the State of Minnesota.
Alternative/ Variations:	No alternative actions recommended.
Recommendations:	that the Council authorize Application for Payment No. 6, per the recommendation of the City’s consultant, Bolton & Menk, Inc., to Magney Construction, Inc. of Chanhassen, Minnesota, in the amount of \$480,806.67.



**BOLTON
& MENK**

Real People. Real Solutions.

1960 Premier Drive
Mankato, MN 56001-5900

Ph: (507) 625-4171
Fax: (507) 625-4177
Bolton-Menk.com

MEMORANDUM

Date: January 6, 2020
To: Bob Van Moer, Wastewater Treatment Superintendent
From: Jon D. Peterson, P.E., Project Engineer *JDP*
Subject: Wastewater Treatment Facility Improvements – Magney Construction Inc.
Pay Request No. 6
City of Marshall, Minnesota
Project No.: T22.115360

INTRODUCTION

Pay Request No. 6 for the above-referenced project in the amount of \$480,806.67 is being submitted for approval.

DISCUSSION

This pay application covers work completed on the project through December 31, 2019. The Contractor has continued placement of rebar and concrete for the sludge tank walls. We recommend approval of the attached Request for Payment No. 6.

BUDGET IMPACT

This expenditure is part of the overall wastewater treatment facility improvements project and will be covered by the PFA loan proceeds.

ACTION REQUESTED

Approve the attached pay request from Magney Construction Inc. in the total amount of \$480,806.67.

Application for Payment No. 6

To: The City of Marshall, MN

From: Magney Construction, Inc., 1401 Park Road, Chanhassen, MN 55317

Contract: _____

Project: Wastewater Treatment Facility Improvements

Owners Contract No. _____ Engineer's Project No. T22.115360

Date of this Invoice: 12/23/2019

Invoice Work Period: Dec. 1-31, 2019

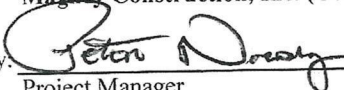
1) Original Contract amount	\$14,074,300.00
2) Change Orders to date	\$0.00
3) Revised Contract amount	\$14,074,300.00
4) Value completed to date	\$4,315,016.71
5) Materials stored on site	\$0.00
6) Total Earned to date	\$4,315,016.71
7) Amount retained	\$215,750.84
8) Amount previously paid	\$3,618,459.20
Amount due this Payment	\$480,806.67

Accompanying Documentation:

CONTRACTOR'S Certification:

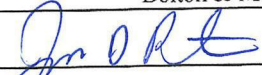
The undersigned CONTRACTOR certifies that (1) all previous progress payments received from OWNER on account of work done under the Contract referred to above have been applied on account to discharge CONTRACTOR'S legitimate obligations incurred in connection with Work covered by prior Applications for Payment numbered 1 through 1 inclusive; (2) title of all work, materials and equipment incorporated in said Work otherwise listed in or covered by this Application for Payment will pass to OWNER at time of payment free and clear of all Liens, security interest or encumbrance (except such as are recovered by a Bond acceptable to OWNER indemnifying OWNER against any such Lien, security interest or encumbrance); and (3) all Work covered by this Application for Payment is in accordance by the Contract Documents and not defective.

Magney Construction, Inc. (Contractor)

By: 
Project Manager

Payment of the above AMOUNT DUE THIS APPLICATION is recommended.

Owner: City of Marshall Engineer: Bolton & Menk

By: _____ By: 

Date: _____ Date: 1-6-2020

APPLICATION FOR PAYMENT SCHEDULE

Spec. Section	Pay Application #6 Description of Work	Scheduled Value	Work Previous Application	Completed This Application	Materials Presently Stored	Total Completed & Stored to Date	% Complete	Balance To Finish
0520	Bond & Insurance	\$ 168,892	168,892.00	0.00	0.00	168,892.00	100%	0.00
1000	Mobilization	\$ 696,545	545,926.00	0.00	0.00	545,926.00	78%	150,619.00
1010	Supervision & General Conditions	\$ 276,000	58,000.00	13,000.00	0.00	71,000.00	26%	205,000.00
1020	General Construction Allowance	\$ 250,000	0.00	2,346.29	0.00	2,346.29	1%	247,653.71
1021	Building Permit Allowance	\$ 10,000	7,499.38	0.00	0.00	7,499.38	75%	2,500.62
2060	Demolition of Existing WWTP Facilities:							
	Trickling Filter Pump Station Top	\$ 4,650	0.00	0.00	0.00	0.00	0%	4,650.00
	Trickling Filter Pump Station Pumps/Piping	\$ 3,480	0.00	0.00	0.00	0.00	0%	3,480.00
	Sludge Control Structure	\$ 13,540	0.00	0.00	0.00	0.00	0%	13,540.00
	Control Building Pumps and Piping	\$ 5,850	0.00	0.00	0.00	0.00	0%	5,850.00
	Blower Building Blowers and Piping	\$ 6,420	0.00	0.00	0.00	0.00	0%	6,420.00
	Trickling Filter Roof/Media/Rotary Distributor	\$ 62,460	0.00	0.00	0.00	0.00	0%	62,460.00
	Aeration Equipment and Piping	\$ 17,500	0.00	0.00	0.00	0.00	0%	17,500.00
	Intermediate Clarifier Equipment	\$ 26,417	0.00	0.00	0.00	0.00	0%	26,417.00
2140	Dewatering	\$ 19,555	10,000.00	7,555.00	0.00	17,555.00	90%	2,000.00
2210	Finish Grading	\$ 14,320	0.00	0.00	0.00	0.00	0%	14,320.00
2220	Structure Excavation - Final Clarifier and Splitter Box	\$ 71,200	0.00	0.00	0.00	0.00	0%	71,200.00
2221	Structure Excavation - Sludge Storage Structure	\$ 133,600	133,600.00	0.00	0.00	133,600.00	100%	0.00
2220A	Backfill of Structures - Final Clarifier and Splitter Box	\$ 91,500	0.00	0.00	0.00	0.00	0%	91,500.00
2221A	Backfill of Structures - Sludge Storage Structure	\$ 172,620	142,620.00	0.00	0.00	142,620.00	83%	30,000.00
2370	Erosion and Sediment Control	\$ 12,400	6,500.00	0.00	0.00	6,500.00	52%	5,900.00
2550	Site Utilities	\$ 565,333	86,500.00	0.00	0.00	86,500.00	15%	478,833.00
2551	Bypass Piping	\$ 49,504	0.00	0.00	0.00	0.00	0%	49,504.00
2600	Roads, Walks and Curbs	\$ 22,540	0.00	0.00	0.00	0.00	0%	22,540.00
2800	Fencing	\$ 12,200	0.00	0.00	0.00	0.00	0%	12,200.00
2920	Seeding	\$ 6,100	0.00	0.00	0.00	0.00	0%	6,100.00
3200	Rebar - Materials	\$ 678,400	487,150.69	135,253.00	0.00	622,403.69	92%	55,996.31
3201	Rebar - Labor	\$ 457,600	350,000.00	56,530.00	0.00	406,530.00	89%	51,070.00
3300	Concrete Work							
	Clarifier Splitter Structure	\$ 71,760	0.00	0.00	0.00	0.00	0%	71,760.00
	Final Clarifier	\$ 214,650	0.00	0.00	0.00	0.00	0%	214,650.00
	Control Structure	\$ 29,075	0.00	0.00	0.00	0.00	0%	29,075.00
	Sludge Storage Tank	\$ 2,180,839	1,383,653.00	291,428.00	0.00	1,675,081.00	77%	505,758.00
	Miscellaneous Concrete	\$ 1,860.00	0.00	0.00	0.00	0.00	0%	1,860.00
3410	Precast Double Tees	\$ 448,980	129,540.00	0.00	0.00	129,540.00	29%	319,440.00

APPLICATION FOR PAYMENT SCHEDULE

Spec. Section	Pay Application #6 Description of Work	Scheduled Value	Work Previous Application	Completed This Application	Materials Presently Stored	Total Completed & Stored to Date	% Complete	Balance To Finish
3411	Precast Hollow Core Planks	W/Double Tees						
3460	Precast Non-Architectural Wall Panels	\$ 456,850	0.00	0.00	0.00	0.00	0%	456,850.00
5100	Structural Metals, Misc Metals and Handrail	\$ 7,820	6,796.00	0.00	0.00	6,796.00	87%	1,024.00
5500	Access Hatches	\$ 279,400	0.00	0.00	0.00	0.00	0%	279,400.00
7535	Fully Adhered Membrane Roofing & Sheet Metal	\$ 1,600	0.00	0.00	0.00	0.00	0%	1,600.00
7900	Joint Sealant	\$ 22,540	0.00	0.00	0.00	0.00	0%	22,540.00
8110	Hollow Metal Doors, Frames and Hardware	\$ 299,000	0.00	0.00	0.00	0.00	0%	299,000.00
9960	Painting	\$ 3,690	0.00	0.00	0.00	0.00	0%	3,690.00
10400	Identifying Devices	\$ 212,600	0.00	0.00	0.00	0.00	0%	212,600.00
11213	Vertical Non-Clog Solids Handling Pumps	\$ 143,100	0.00	0.00	0.00	0.00	0%	143,100.00
11214	Vertical Turbine Pumps	\$ 17,400	0.00	0.00	0.00	0.00	0%	17,400.00
11311	Submersible Centrifugal Pumps	\$ 36,400	0.00	0.00	0.00	0.00	0%	36,400.00
11312	Replace Vaughan Chopper Pump	\$ 54,750	0.00	0.00	0.00	0.00	0%	54,750.00
11316	Progressive Cavity Pumps	\$ 96,560	0.00	0.00	0.00	0.00	0%	96,560.00
11321	Grit Separation Equipment	\$ 428,500	0.00	0.00	0.00	0.00	0%	428,500.00
11351	Clarifier Equipment - Suction Type Clarifier	\$ 135,840	0.00	0.00	0.00	0.00	0%	135,840.00
11365	Gravity Actuated Rotary Distributor	\$ 345,600	0.00	0.00	0.00	0.00	0%	345,600.00
11366	Trickling Filter Media	\$ 650,000	0.00	0.00	0.00	0.00	0%	650,000.00
11372	Blower Allowance	\$ 4,630	0.00	0.00	0.00	0.00	0%	4,630.00
11372	Blower System (Positive Displacement w/ Enclosure)	\$ 82,900	0.00	0.00	0.00	0.00	0%	82,900.00
11374	Fine Pore Membrane Aeration Equipment	\$ 6,800	0.00	0.00	0.00	0.00	0%	6,800.00
11376	Hybrid Blower System	\$ 185,300	0.00	0.00	0.00	0.00	0%	185,300.00
13126	Circular Tank Covers	\$ 266,500	0.00	0.00	0.00	0.00	0%	266,500.00
13262	Long Term Storage Mixing System	\$ 140,000	0.00	0.00	0.00	0.00	0%	140,000.00
13263	ATAD Equipment Replacement	\$ 29,850	0.00	0.00	0.00	0.00	0%	29,850.00
13263	ATAD Equipment Installation	\$ 900	0.00	0.00	0.00	0.00	0%	900.00
13320	Blower Master Control Panel	\$ 10,500	0.00	0.00	0.00	0.00	0%	10,500.00
13890	Slide Gates	\$ 31,200	0.00	0.00	0.00	0.00	0%	31,200.00
13900	Fiberglass Baffles and Weir Plates	\$ 9,200	0.00	0.00	0.00	0.00	0%	9,200.00
14620	Portable Hoist	\$ 307,200	116,691.78	0.00	0.00	116,691.78	38%	190,508.22
15060	Process Piping - Materials	\$ 172,800	10,000.00	0.00	0.00	10,000.00	6%	162,800.00
15060	Process Piping - Labor	\$ 744,040	86,044.00	0.00	0.00	86,044.00	12%	657,996.00
15100	Valves - Materials	\$ 1,600	0.00	0.00	0.00	0.00	0%	1,600.00
15130	Gauges	\$ 11,600	0.00	0.00	0.00	0.00	0%	11,600.00
15140	Pipe Supports and Anchors	\$ 34,500	21,491.57	0.00	0.00	21,491.57	62%	13,008.43
15150	Stainless Steel Manways w/ Blind Flanges							

Contractor: Magney Construction, Inc.
 Owner: City of Marshall, MN
 Project: Wastewater Treatment Facility Improvements
 BMI Project No. 122.115360

APPLICATION FOR PAYMENT SCHEDULE

Date of Application:
 Work Completed Through:

Spec. Section	Pay Application #6 Description of Work	Scheduled Value	Work Previous Application	Completed This Application	Materials Presently Stored	Total Completed & Stored to Date	% Complete	Balance To Finish
15250	Plumbing	\$ 14,800	0.00	0.00	0.00	0.00	0%	14,800.00
15500	HVAC	\$ 97,800	0.00	0.00	0.00	0.00	0%	97,800.00
16010	Electrical - Mobilization, Permits and Job Overhead	\$ 100,000	50,000.00	0.00	0.00	50,000.00	50%	50,000.00
16100	Basic Materials and Methods	\$ 260,575	8,000.00	0.00	0.00	8,000.00	3%	252,575.00
16150	Motors	\$ 20,000	0.00	0.00	0.00	0.00	0%	20,000.00
16400	Electrical Distribution	\$ 83,000	0.00	0.00	0.00	0.00	0%	83,000.00
16900	Starters and Motor Control Centers	\$ 463,000	0.00	0.00	0.00	0.00	0%	463,000.00
16950	Instrumentation and Controls	\$ 958,165	0.00	0.00	0.00	0.00	0%	958,165.00
16990	Computer Allowance	\$ 50,000	0.00	0.00	0.00	0.00	0%	50,000.00
	Totals	14,074,300.00	3,808,904.42	506,112.29	0.00	4,315,016.71	31%	9,759,283.29
	Original Contract amount		14,074,300.00					
	Change Orders to date		0.00					
	Revised Contract amount		14,074,300.00					
	Value completed to date		4,315,016.71					
	Materials stored on site		0.00					
	Total Earned to date		4,315,016.71					
	Amount retained		215,750.84					
	Amount previously paid		3,618,459.20					
	Amount due this Payment		480,806.67					

Item 14.



CITY OF MARSHALL AGENDA ITEM REPORT

Meeting Date:	Tuesday, January 14, 2020
Category:	CONSENT AGENDA
Type:	ACTION
Subject:	Wastewater Treatment Facilities Improvement Project – 2) Consider Payment of Invoice 0244146 to Bolton & Menk, Inc.
Background Information:	<p>Attached is Invoice 0244146 to Bolton & Menk, Inc., of Mankato, Minnesota, for the above-referenced project.</p> <p>As this project is financed with a Public Facilities Authority low interest loan through the State of Minnesota, pay applications are required to be placed on the City Council agenda for approval.</p>
Fiscal Impact:	This project is financed with a Public Facilities Authority low interest loan through the State of Minnesota.
Alternative/ Variations:	No alternative actions recommended.
Recommendations:	that the Council authorize payment of Invoice 0244146 to Bolton & Menk, Inc., of Mankato, Minnesota, in the amount of \$19,243.00.



Real People. Real Solutions.

Please Remit To: Bolton & Menk, Inc.
 1960 Premier Drive | Mankato, MN 56001-5900
 507-625-4171 | 507-625-4177 (fax)
 www.Bolton-Menk.com

To Ensure Proper Credit, Provide Invoice Numbers with Payment



City of Marshall
 Wastewater Treatment Facility
 Bob Van Moer, Wastewater Superintendent
 600 Erie Street
 Marshall, MN 56258

December 26, 2019
 Project No: T22.115360
 Invoice No: 0244146

Marshall/WWTF Improvements

Marshall WWTF Improvement

Professional Services per Agreement from November 16, 2019 through December 13, 2019:

Construction Services (004)

Professional Services

	Hours	Amount	
Principal	67.00	12,060.00	
Administrative	1.00	75.00	
Specialist	3.00	342.00	
Design Engineer	15.00	2,775.00	
Technician	19.00	2,660.00	
Totals	105.00	17,912.00	
Total Labor			17,912.00

Consultants

Barr Engineering Company			
11/30/2019	Barr Engineering Company	1,210.00	
	Total Consultants	1.10 times	1,331.00
		Total this Task	\$19,243.00
		Total this Invoice	\$19,243.00

VENDOR # 0724
 INVOICE # 0244146
 \$ AMOUNT 19,243.00
 DATE 12-26-19
 ACCT & PROJ # 60290581-5520 W13
 DESCRIPTION WWTF Improvements
 SIGNATURE [Signature]



INVOICE

Barr Engineering Co.
 4300 MarketPointe Drive, Suite 200
 Minneapolis, MN 55435
 Phone: 952-832-2600; Fax: 952-832-2601
 FEIN #: 41-0905995 Inc: 1966

Bolton & Menk, Inc.
 Attn: Accounts Payable
 1960 Premier Drive
 Mankato, MN 56001

November 26, 2019
 Invoice No: 23070063.71 - 16

Total this Invoice \$1,210.00

Regarding: Marshall, MN - WWTP Improvements
Project Budget: \$110,500
Barr Project #: 23070063.71
BMI#: T22.115360

Kelly Yahnke

Professional Services from October 5, 2019 to November 1, 2019

Job: 0552 MN WWTP Improvements

Task: 400 Construction Phase (\$40,000)

Labor Charges

	Hours	Rate	Amount
Electrical Engineer Lehnherr, Patrick	6.00	185.00	1,110.00
Electrical Designer Betros, Mark	1.00	100.00	100.00
	7.00		1,210.00
Subtotal Labor			1,210.00

Task Subtotal \$1,210.00

Job Subtotal \$1,210.00

Total this Invoice \$1,210.00

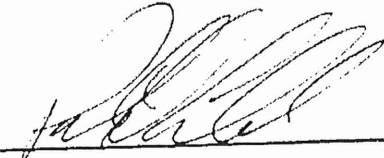
Outstanding Invoices

Invoice	Date	Balance
14	10/4/2019	1,622.50
15	11/1/2019	3,010.00
Total		4,632.50

Barr		WJW	
PROJECT	TASK	ACCOUNT	AMOUNT
T22.115360		5130	\$ 1210.00
			\$

PLEASE REMIT TO ABOVE ADDRESS and INCLUDE INVOICE NUMBER ON CHECK.
 Items Due upon receipt. 1 1/2% per month after 30 days. Please refer to the contract if other terms apply.

Item 15.

Authorized By: 
Patrick Lehnerr

Date: 11-26-19

	Current	Prior	Total	Received	A/R Balance
Invoiced to Date	1,210.00	75,132.50	76,342.50	70,500.00	5,842.50

Thank you in advance for the prompt processing of this invoice. If you have any questions, please contact Pat Lehnerr, your Barr project manager, at (952) 832-2966 or email at plehnerr@barr.com.



CITY OF MARSHALL AGENDA ITEM REPORT

Meeting Date:	Tuesday, January 14, 2020
Category:	CONSENT AGENDA
Type:	ACTION
Subject:	Wastewater Treatment Facilities Improvement Project – 3) Consider Payment of Invoice 1301918 to American Engineering Testing, Inc.
Background Information:	<p>Attached is Invoice 1301918 to American Engineering Testing, Inc. of St. Paul, Minnesota, for the above-referenced project.</p> <p>As this project is financed with a Public Facilities Authority low interest loan through the State of Minnesota, pay applications are required to be placed on the City Council agenda for approval.</p>
Fiscal Impact:	This project is financed with a Public Facilities Authority low interest loan through the State of Minnesota.
Alternative/ Variations:	No alternative actions recommended.
Recommendations:	that the Council authorize payment of Invoice 1301918 to American Engineering Testing, Inc. of St. Paul, Minnesota, in the amount of \$1,784.60.

American Engineering Testing, Inc.

550 Cleveland Avenue North
 St. Paul, Minnesota 55114-1804
 Phone: (651) 659-9001
 Fax: (651) 659-1379
 Federal Tax ID: 41-0977521

MARSHALL, CITY OF
 344 WEST MAIN ST
 MARSHALL, MN 56258

DUE DATE: 1/25/2020		
INVOICE		CUSTOMER NUMBER
NUMBER	DATE	
1301918	12/26/19	MAR001

BILLING CONTACT: SHARON HANSON

PROJECT MANAGER: TOM JAMES
 PROJECT NUMBER: 13-20349

SCOPE OF WORK :

PROJECT:

SOILS AND MATERIALS

WASTEWATER TREATMENT FACILITIES
 IMPROVEMENTS
 MARSHALL, MN

*For inquiries or additional information regarding this invoice, please contact 651-789-4651 or email
 accounting@amengtest.com*

Remit payments to: 550 Cleveland Avenue North, St. Paul, MN 55114-1804

Labor

	<u>Hours</u>	<u>Rate</u>	<u>Amount</u>
Administrative Assistant	0.30	70.00	21.00
Engineering Technician II	8.80	82.00	721.60
	Labor sub-total		742.60

Equipment/Testing

	<u>Quantity</u>	<u>Unit of Measure</u>	<u>Rate</u>	<u>Amount</u>
Curing/Handling Non-Tested Cyl	10.00	Cylinder	22.00	220.00
Individual Mold	24.00	Mold	3.00	72.00
Testing Stnd. Cyl.: Regular	30.00	Test	25.00	750.00
	Equipment sub-total			1,042.00

Amount due this Invoice	<u>\$1,784.60</u>
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CITY OF MARSHALL AGENDA ITEM REPORT

Meeting Date:	Tuesday, January 14, 2020
Category:	CONSENT AGENDA
Type:	ACTION
Subject:	Consider approval of the bills/project payments
Background Information:	Staff encourages the City Council Members to contact staff in advance of the meeting regarding these items if there are questions. Construction contract questions are encouraged to be directed to Director of Public Works Glenn Olson at 537-6773 or Finance Director Karla Drown at 537-6764
Fiscal Impact:	
Alternative/ Variations:	
Recommendations:	That the following bills and project payments be authorized for payment

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	EFT #	AMOUNT
01-6440	MN PEIP-C/O	MMB FISCAL				
		I-201912184180	101-21249	COMBINED INSU 01/19 HEALTH INS-HOUSING	002445	6,020.90
		I-201912184180	101-21249	COMBINED INSU 01/19 HEALTH INS-RET	002445	5,586.18
					DEPARTMENT	NON-DEPARTMENTAL
					TOTAL:	11,607.08
01-0578	AMAZON CAPITAL SERVICES					
		I-1QTC-TFLD-P3D3	101-40141-2211	GENERAL SUPPL POLICE TRAINING SAFETY COMMITT	002420	698.08
	PROJ: AAA-2211	WELLNESS PROGRAM		GENERAL SUPPLIES		
					DEPARTMENT	0141 MAYOR & COUNCIL
					TOTAL:	698.08
01-1633	MARSHALL MUNICIPAL UTIL					
		I-10064	101-50151-2245	EQUIPMENT/TOO 2019 SECURITY CAMERA	002430	175.38
	PROJ: PC5-2245	10/14-09/16 CAT GRANT		EQUIPMENT/TOOLS UP TO \$5000		
01-4549	A & B BUSINESS, INC					
		I-IN680382	101-50151-3405	MAINTENANCE A CT2910-01, 12/06-01/05/19	002438	58.50
01-6440	MN PEIP-C/O	MMB FISCAL				
		I-201912184180	101-50151-1131	HEALTH INSURA 01/19 HEALTH INS-	002445	33,234.50
					DEPARTMENT	0151 POLICE ADMINISTRATION
					TOTAL:	33,468.38
01-1090	FASTENAL COMPANY					
		I-99942	101-50156-2215	SAFETY WEAR & WHITE CAPS	002426	253.92
	PROJ: PC5-2215	10/14-09/16 CAT GRANT		SAFETY EQUIPMENT		
01-4489	VERIZON WIRELESS					
		I-9843755898	101-50156-3321	TELEPHONE & C 11/09-12/08/19	002437	112.89
	PROJ: PC5-3321	10/14-09/16 CAT GRANT		TELEPHONE		
					DEPARTMENT	0156 CHEMICAL ASSESSMENT TEAM
					TOTAL:	366.81
		I-9843755898	101-60162-3321	TELEPHONE & C 11/09-12/08/19	002437	28.46
01-5837	ANDERSON, JASON					
		I-i0219646	101-60162-3331	TRAVEL, CONFE GROUND SCHOOL & TEST PREP	002446	279.00
01-6440	MN PEIP-C/O	MMB FISCAL				
		I-201912184180	101-60162-1131	HEALTH INSURA 01/19 HEALTH INS-	002445	9,150.90
					DEPARTMENT	0162 ENGINEERING
					TOTAL:	9,458.36

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	EFT #	AMOUNT
01-4489	VERIZON WIRELESS	I-9843755898	101-60164-3321	TELEPHONE & C 11/09-12/08/19	002437	155.76
01-6440	MN PEIP-C/O MMB FISCAL	I-201912184180	101-60164-1131	HEALTH INSURA 01/19 HEALTH INS-	002445	7,129.44
DEPARTMENT 0164 COMMUNITY PLANNING					TOTAL:	7,285.20
01-0728	BUFFALO RIDGE CONCRETE,	I-M390476	101-60211-2227	OTHER REPAIRS S 4TH ALLEY	002422	131.00
		I-M390496	101-60211-2227	OTHER REPAIRS S 4TH ALLEY	002422	415.00
01-0815	CATTOOR OIL COMPANY INC	I-5332	101-60211-2212	MOTOR FUELS, DEF FLUID	002423	8.20
01-1090	FASTENAL COMPANY	I-100475	101-60211-2221	EQUIPMENT REP BULK BOLTS	002426	14.83
		I-100549	101-60211-2221	EQUIPMENT REP PLOW EDGE BOLTS	002426	289.87
01-1243	HARDWARE HANK	I-0749	101-60211-2211	GENERAL SUPPL PRUNING SPRAY	002428	9.99
		I-54376	101-60211-2211	GENERAL SUPPL SNOWFLAKE PLUG	002428	2.49
01-2632	ZIEGLER INC	C-PR040029963	101-60211-2221	EQUIPMENT REP #1 SNOWBLOWER	002434	14.39-
		I-PC040338928	101-60211-2221	EQUIPMENT REP #1 BLOWER	002434	564.38
01-4489	VERIZON WIRELESS	I-9843755898	101-60211-3321	TELEPHONE & C 11/09-12/08/19	002437	63.38
01-6135	SCHUELKE, JOSEPH dba	I-81	101-60211-3311	GENERAL PROFE 11/27/19 SNOW HAULING	002447	332.50
01-6440	MN PEIP-C/O MMB FISCAL	I-201912184180	101-60211-1131	HEALTH INSURA 01/19 HEALTH INS-	002445	10,933.26
DEPARTMENT 0211 STREET ADMINISTRATION					TOTAL:	12,750.51
01-4489	VERIZON WIRELESS	I-9843755898	101-70276-3321	TELEPHONE 11/09-12/08/19	002437	35.01
01-6440	MN PEIP-C/O MMB FISCAL	I-201912184180	101-70276-1131	HEALTH INSURA 01/19 HEALTH INS-	002445	2,456.18
DEPARTMENT 0276 PARK MAINTENANCE & DEVEL.					TOTAL:	2,491.19

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	EFT #	AMOUNT
01-6440	MN PEIP-C/O	MMB FISCAL continued				
		I-201912184180	101-60364-1131	HEALTH INSURA 01/19 HEALTH INS-	002445	5,347.08
				DEPARTMENT 0364 AIRPORT	TOTAL:	5,347.08
01-4489	VERIZON WIRELESS					
		I-9843755898	101-40671-3321	TELEPHONE 11/09-12/08/19	002437	70.74
01-6440	MN PEIP-C/O	MMB FISCAL				
		I-201912184180	101-40671-1131	HEALTH INSURA 01/19 HEALTH INS-	002445	2,456.18
				DEPARTMENT 0671 CABLE COMMISSION	TOTAL:	2,526.92
01-1271	HENLE PRINTING COMPANY					
		I-161934	101-70675-3352	BROCHURES, MA 2020 WS BROCHURE	002429	5,121.36
		I-162186	101-70675-3322	POSTAGE WS 2020 BROCHURE	002429	1,074.54
01-4489	VERIZON WIRELESS					
		I-9843755898	101-70675-3321	TELEPHONE & C 11/09-12/08/19	002437	85.74
01-5891	ONE OFFICE SOLUTION					
		I-1953116-1	101-70675-2211	GENERAL SUPPL PLANNER	002442	22.19
01-6440	MN PEIP-C/O	MMB FISCAL				
		I-201912184180	101-70675-1131	HEALTH INSURA 01/19 HEALTH INS-	002445	3,130.00
				DEPARTMENT 0675 COMM SERVICES ADMIN	TOTAL:	9,433.83
01-4489	VERIZON WIRELESS					
		I-9843755898	101-40741-3321	TELEPHONE & C 11/09-12/08/19	002437	82.88
01-5891	ONE OFFICE SOLUTION					
		I-1951285-1	101-40741-2211	GENERAL SUPPL PENS	002442	6.51
01-6267	RATWIK, ROSZAK & MALONE					
		I-65457	101-40741-3311	GENERAL PROFE LEGAL SVC	002444	371.00
01-6440	MN PEIP-C/O	MMB FISCAL				
		I-201912184180	101-40741-1131	HEALTH INSURA 01/19 HEALTH INS-	002445	6,020.90
				DEPARTMENT 0741 CITY ADMINISTRATION	TOTAL:	6,481.29
		I-201912184180	101-40821-1131	HEALTH INSURA 01/19 HEALTH INS-	002445	5,347.08
				DEPARTMENT 0821 FINANCE	TOTAL:	5,347.08

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	EFT #	AMOUNT
01-6440	MN PEIP-C/O	MMB FISCAL continued I-201912184180	101-40931-1131	HEALTH INSURA 01/19 HEALTH INS-	002445	5,347.08
DEPARTMENT 0931 APPRAISING & ASSESSING						TOTAL: 5,347.08
01-0658	AP DESIGN	I-72089 PROJ: 604-2211	101-70971-2211	GENERAL SUPPL ARENA CURLING AWARDS SUPPLIES	002421	237.24
01-6440	MN PEIP-C/O	MMB FISCAL I-201912184180	101-70971-1131	HEALTH INSURA 01/19 HEALTH INS-	002445	1,782.36
DEPARTMENT 0971 RECREATION						TOTAL: 2,019.60
01-2318	SOUTHWEST SANITATION IN	I-01-25162-1119	101-41231-3384	REFUSE DISPOS 11/19 SVC	002433	15.00
01-6440	MN PEIP-C/O	MMB FISCAL I-201912184180	101-41231-1131	HEALTH INSURA 01/19 HEALTH INS-	002445	2,456.18
DEPARTMENT 1231 MUNICIPAL BLDG MAINT						TOTAL: 2,471.18
01-0875	COMPUTER MAN INC	I-282654	101-41641-3311	GENERAL PROFE SUPPORT & BUILD	002424	2,065.50
01-1271	HENLE PRINTING COMPANY	I-161830	101-41641-2211	GENERAL SUPPL ENVELOPES	002429	352.45
01-1890	MUNICIPAL CODE CORPORAT	I-00337064	101-41641-3311	GENERAL PROFE 12/01/19-11/30/20 SUPPORT	002431	350.00
01-4549	A & B BUSINESS, INC	I-CT6544-01 I-IN680325	101-41641-3405 101-41641-3405	MAINTENANCE A CT6544-01, 12/01-12/31/19 MAINTENANCE A CT2911-01, 12/06-01/05/20	002438 002438	376.73 350.40
DEPARTMENT 1641 INFORMATION TECHNOLOGY						TOTAL: 3,495.08
01-6440	MN PEIP-C/O	MMB FISCAL I-201912184180	101-42071-1131	HEALTH INSURA 01/19 HEALTH INS-	002445	1,782.36
DEPARTMENT 2071 ADULT COMMUNITY CTR						TOTAL: 1,782.36
FUND 101 GENERAL FUND						TOTAL: 122,377.11

PACKET: 07164 EFT Payments
 VENDOR SET: 01
 FUND : 211 LIBRARY FUND
 DEPARTMENT: 0437 LIBRARY
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	EFT #	AMOUNT
01-6440	MN PEIP-C/O	MMB FISCAL I-201912184180	211-70437-1131	HEALTH INSURA 01/19 HEALTH INS-RET	002445	4,477.64
DEPARTMENT 0437 LIBRARY					TOTAL:	4,477.64
FUND 211 LIBRARY FUND					TOTAL:	4,477.64

PACKET: 07164 EFT Payments
VENDOR SET: 01
FUND : 258 ASC ARENA
DEPARTMENT: 0579 AMATEUR SPORTS CENTER
BUDGET TO USE: CB-CURRENT BUDGET

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	EFT #	AMOUNT
01-0815	CATTOOR OIL COMPANY INC	I-162369	258-70579-2212	MOTOR FUELS, GENERATOR FUEL	002423	796.89
01-6440	MN PEIP-C/O	MMB FISCAL I-201912184180	258-70579-1131	HEALTH INSURA 01/19 HEALTH INS-RET	002445	5,347.08
DEPARTMENT 0579 AMATEUR SPORTS CENTER					TOTAL:	6,143.97
FUND 258 ASC ARENA					TOTAL:	6,143.97

PACKET: 07164 EFT Payments
VENDOR SET: 01
FUND : 270 MERIT
DEPARTMENT: 0551 MERIT OPERATIONS
BUDGET TO USE: CB-CURRENT BUDGET

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	EFT #	AMOUNT
01-2318	SOUTHWEST SANITATION IN					
		I-01-115336-1119	270-50551-3384	REFUSE DISPOS 11/19 SVC	002433	3.00
01-4489	VERIZON WIRELESS					
		I-9843755898	270-50551-3321	TELEPHONE & C 11/09-12/08/19	002437	42.87
01-5891	ONE OFFICE SOLUTION					
		I-1950971-0	270-50551-2211	GENERAL SUPPL SUPPLIES	002442	321.28
01-6440	MN PEIP-C/O MMB FISCAL					
		I-201912184180	270-50551-1131	HEALTH INSURA 01/19 HEALTH INS-RET	002445	1,782.36
DEPARTMENT 0551 MERIT OPERATIONS					TOTAL:	2,149.51
FUND 270 MERIT					TOTAL:	2,149.51

PACKET: 07164 EFT Payments
 VENDOR SET: 01
 FUND : 401 CAPITAL EQUIPMENT FUND
 DEPARTMENT: 0276 PARK MAINTENANCE & DEVEL.
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	EFT #	AMOUNT
01-4126	DOOM & CUYPER CONSTRUCT					
		I-201912174176	401-70276-5520	BUILDINGS & S LIBERTY BATHROOM	002436	13,991.18
DEPARTMENT 0276 PARK MAINTENANCE & DEVEL.TOTAL:						13,991.18
01-5702	B & H PHOTO & ELECTRONI					
		I-165826712	401-40671-5540	MACHINERY & E HARD DRIVE , BATTERIES	002440	1,797.29
DEPARTMENT 0671 CABLE COMMISSION TOTAL:						1,797.29
FUND 401 CAPITAL EQUIPMENT FUND TOTAL:						15,788.47

PACKET: 07164 EFT Payments

VENDOR SET: 01

FUND : 475 2018 PUBLIC IMPROVEMENT26

DEPARTMENT: 0211 ** INVALID DEPT **

BANK: AP

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	EFT #	AMOUNT
01-2112	R and G CONSTRUCTION CO					
		I-201912184183	475-60211-5570	INFRASTRUCTUR #9 FINAL, Z64 SARATOGA	002432	161,853.51
	PROJ: Z64-5570	SARATOGA STREET RECON		INFRASTRUCTURE		
					DEPARTMENT 0211 ** INVALID DEPT **	TOTAL: 161,853.51
					FUND 475 2018 PUBLIC IMPROVEMENT26	TOTAL: 161,853.51

PACKET: 07164 EFT Payments
VENDOR SET: 01
FUND : 602 WASTEWATER OPERATING
DEPARTMENT: 0581 WW OPERATIONS
BUDGET TO USE: CB-CURRENT BUDGET

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	EFT #	AMOUNT	
01-0815	CATTOOR OIL COMPANY INC						
		I-162340	602-90581-2212	MOTOR FUELS, FUEL MAIN LIFT	002423	1,586.00	
	PROJ: W00-2212		SANITARY SEWER	MOTOR FUELS, LUBRICANTS & ADDI			
		I-162380	602-90581-2212	MOTOR FUELS, GENERATOR FUEL	002423	3,840.00	
01-1090	FASTENAL COMPANY						
		I-100476	602-90581-2211	GENERAL SUPPL COVERALLS, TOWELS	002426	265.15	
		I-100493	602-90581-2211	GENERAL SUPPL SUPPLIES	002426	3.72	
		I-100545	602-90581-2211	GENERAL SUPPL MATERIALS	002426	6.22	
01-1201	GRAINGER INC						
		I-9376909165	602-90581-2211	GENERAL SUPPL SAFETY SIGN	002427	19.52	
01-4489	VERIZON WIRELESS						
		I-9843755898	602-90581-3321	TELEPHONE & C 11/09-12/08/19	002437	191.99	
01-6440	MN PEIP-C/O	MMB FISCAL					
		I-201912184180	602-90581-1131	HEALTH INSURA 01/19 HEALTH INS-RET	002445	17,627.98	
					DEPARTMENT 0581 WW OPERATIONS	TOTAL:	23,540.58
					FUND 602 WASTEWATER OPERATING	TOTAL:	23,540.58

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	EFT #	AMOUNT
01-3545	MARSHALL RADIO					
		I-201912184179	609-90991-3345	ADVERTISING 11/19 ADVERTISING	002435	345.00
01-4855	SOUTHERN GLAZER'S OF MN					
		I-1901330	609-90991-3333	FREIGHT .	002439	35.24
		I-1901331	609-90991-3333	FREIGHT .	002439	20.40
01-5891	ONE OFFICE SOLUTION					
		C-C1953980-0	609-90991-2211	GENERAL SUPPL INK CARTRIDGES	002442	339.92-
01-6440	MN PEIP-C/O MMB FISCAL					
		I-201912184180	609-90991-1131	HEALTH INSURA 01/19 HEALTH INS-RET	002445	2,695.28
DEPARTMENT 0991 LIQUOR OPERATIONS					TOTAL:	2,756.00
01-4855	SOUTHERN GLAZER'S OF MN					
		I-1901330	609-90992-2251	LIQUOR PURCHA .	002439	4,392.17
		I-1901331	609-90992-2253	WINE PURCHASE .	002439	518.00
01-5731	DOLL DISTRIBUTING					
		I-207461	609-90992-2252	BEER PURCHASE .	002441	265.30
		I-225436	609-90992-2252	BEER PURCHASE .	002441	7,576.55
01-6156	TRUE BRANDS					
		I-580082	609-90992-2254	GEN MDSE PURC .	002443	1,296.83
DEPARTMENT 0992 LIQUOR PURCHASES					TOTAL:	14,048.85
FUND 609 LIQUOR					TOTAL:	16,804.85

PACKET: 07164 EFT Payments
VENDOR SET: 01
FUND : 630 SURFACE WATER MGT UTILITY
DEPARTMENT: 0661 SURFACE WATER MGT UTILITY
BUDGET TO USE: CB-CURRENT BUDGET

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	EFT #	AMOUNT
01-1020	DUININCK BROS., INC.	I-540166	630-90661-2227	OTHER REPAIRS CATCH BASIN CONCRETE	002425	150.00
01-4489	VERIZON WIRELESS	I-9843755898	630-90661-3321	TELEPHONE & C 11/09-12/08/19	002437	31.69
DEPARTMENT 0661 SURFACE WATER MGT UTILITY						TOTAL: 181.69
FUND 630 SURFACE WATER MGT UTILITY						TOTAL: 181.69
REPORT GRAND TOTAL:						353,317.33

** G/L ACCOUNT TOTALS **

YEAR	ACCOUNT	NAME	AMOUNT	=====LINE ITEM=====			=====GROUP BUDGET=====		
				ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG	ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG
2019-2020	101-21249	COMBINED INSURANCE	11,607.08						
	101-40141-2211	GENERAL SUPPLIES	698.08	9,200	7,143.11				
	101-40671-1131	HEALTH INSURANCE	2,456.18	23,524	2,819.11				
	101-40671-3321	TELEPHONE	70.74	2,250	79.71-	Y			
	101-40741-1131	HEALTH INSURANCE	6,020.90	44,389	2,355.99-	Y			
	101-40741-2211	GENERAL SUPPLIES	6.51	1,975	558.58				
	101-40741-3311	GENERAL PROFESSIONAL SERVI	371.00	25,000	16,058.47				
	101-40741-3321	TELEPHONE & CELLULAR PHONE	82.88	2,468	467.34				
	101-40821-1131	HEALTH INSURANCE	5,347.08	46,551	4,600.19				
	101-40931-1131	HEALTH INSURANCE	5,347.08	57,567	6,239.41				
	101-41231-1131	HEALTH INSURANCE	2,456.18	27,362	3,628.88				
	101-41231-3384	REFUSE DISPOSAL	15.00	1,632	421.31				
	101-41641-2211	GENERAL SUPPLIES	352.45	4,072	1,232.85				
	101-41641-3311	GENERAL PROFESSIONAL SERVI	2,415.50	0	41,351.63-	Y			
	101-41641-3405	MAINTENANCE AGREEMENTS	727.13	140,957	104,404.37				
	101-42071-1131	HEALTH INSURANCE	1,782.36	19,189	2,079.81				
	101-50151-1131	HEALTH INSURANCE	33,234.50	372,805	65,242.00				
	101-50151-2245	EQUIPMENT/TOOLS UP TO \$500	175.38	28,000	10,952.22-	Y			
	101-50151-3405	MAINTENANCE AGREEMENTS	58.50	12,185	7,038.25-	Y			
	101-50156-2215	SAFETY WEAR & EQUIPMENT	253.92	5,000	1,551.42-	Y			
	101-50156-3321	TELEPHONE & CELLULAR PHONE	112.89	0	2,465.13-	Y			
	101-60162-1131	HEALTH INSURANCE	9,150.90	91,628	12,112.29				
	101-60162-3321	TELEPHONE & CELLULAR PHONE	28.46	5,000	901.44				
	101-60162-3331	TRAVEL, CONFERENCES, AND S	279.00	19,000	9,411.29				
	101-60164-1131	HEALTH INSURANCE	7,129.44	78,231	11,458.16				
	101-60164-3321	TELEPHONE & CELLULAR PHONE	155.76	3,000	557.09				
	101-60211-1131	HEALTH INSURANCE	10,933.26	137,736	22,437.37				
	101-60211-2211	GENERAL SUPPLIES	12.48	14,500	4,306.42				
	101-60211-2212	MOTOR FUELS, LUBRICANTS &	8.20	43,300	33,713.48-	Y			
	101-60211-2221	EQUIPMENT REPAIR & MAINTEN	854.69	71,500	25,462.76-	Y			
	101-60211-2227	OTHER REPAIRS & MAINTENANC	546.00	290,100	107,481.93-	Y			
	101-60211-3311	GENERAL PROFESSIONAL SERVI	332.50	18,500	95,059.75-	Y			
	101-60211-3321	TELEPHONE & CELLULAR PHONE	63.38	3,200	569.34-	Y			
	101-60364-1131	HEALTH INSURANCE	5,347.08	40,297	762.70				
	101-70276-1131	HEALTH INSURANCE	2,456.18	46,551	22,818.20				
	101-70276-3321	TELEPHONE	35.01	5,500	954.88				
	101-70675-1131	HEALTH INSURANCE	3,130.00	35,535	6,069.76				
	101-70675-2211	GENERAL SUPPLIES	22.19	4,000	2,231.19-	Y			
	101-70675-3321	TELEPHONE & CELLULAR PHONE	85.74	4,300	1,304.55				
	101-70675-3322	POSTAGE	1,074.54	3,000	168.09-	Y			
	101-70675-3352	BROCHURES, MAPS, REPORTS	5,121.36	21,000	5,854.64				
	101-70971-1131	HEALTH INSURANCE	1,782.36	18,997	1,887.91				
	101-70971-2211	GENERAL SUPPLIES	237.24	41,000	5,994.17-	Y			
	211-70437-1131	HEALTH INSURANCE	4,477.64	59,302	10,690.05				
	258-70579-1131	HEALTH INSURANCE	5,347.08	69,578	15,122.14				

** G/L ACCOUNT TOTALS **

YEAR	ACCOUNT	NAME	AMOUNT	=====LINE ITEM=====		=====GROUP BUDGET=====	
				ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG	ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG
	258-70579-2212	MOTOR FUELS, LUBRICANTS	796.89	6,500	4,070.90-	Y	
	270-50551-1131	HEALTH INSURANCE	1,782.36	19,189	2,047.36		
	270-50551-2211	GENERAL SUPPLIES	321.28	3,000	94.39		
	270-50551-3321	TELEPHONE & CELLULAR PHONE	42.87	1,500	783.53		
	270-50551-3384	REFUSE DISPOSAL	3.00	350	52.40		
	401-40671-5540	MACHINERY & EQUIPMENT	1,797.29	0	29,663.51-	Y	
	401-70276-5520	BUILDINGS & STRUCTURES	13,991.18	0	50,667.63-	Y	
	475-60211-5570	INFRASTRUCTURE	161,853.51	0	480,832.33-	Y	
	602-90581-1131	HEALTH INSURANCE	17,627.98	172,348	24,938.47		
	602-90581-2211	GENERAL SUPPLIES	294.61	250,000	6,211.81		
	602-90581-2212	MOTOR FUELS, LUBRICANTS &	5,426.00	50,000	5,126.20		
	602-90581-3321	TELEPHONE & CELLULAR PHONE	191.99	7,680	628.45-	Y	
	609-90991-1131	HEALTH INSURANCE	2,695.28	32,692	6,958.37		
	609-90991-2211	GENERAL SUPPLIES	339.92-	7,500	6,282.63-	Y	
	609-90991-3333	FREIGHT	55.64	30,000	3,877.84-	Y	
	609-90991-3345	ADVERTISING	345.00	30,000	2,384.28		
	609-90992-2251	LIQUOR PURCHASES	4,392.17	1,267,741	148,106.99-	Y	
	609-90992-2252	BEER PURCHASES	7,841.85	1,704,028	226,647.20-	Y	
	609-90992-2253	WINE PURCHASES	518.00	544,319	14,364.21-	Y	
	609-90992-2254	GEN MDSE PURCHASES	1,296.83	70,496	1,891.85-	Y	
	630-90661-2227	OTHER REPAIRS & MAINTENANC	150.00	20,000	2,142.73-	Y	
	630-90661-3321	TELEPHONE & CELLULAR PHONE	31.69	1,190	482.44-	Y	
	** 2019-2020 YEAR TOTALS **		353,317.33				

** DEPARTMENT TOTALS **

ACCT	NAME	AMOUNT
101	NON-DEPARTMENTAL	11,607.08
101-0141	MAYOR & COUNCIL	698.08
101-0151	POLICE ADMINISTRATION	33,468.38
101-0156	CHEMICAL ASSESSMENT TEAM	366.81
101-0162	ENGINEERING	9,458.36
101-0164	COMMUNITY PLANNING	7,285.20
101-0211	STREET ADMINISTRATION	12,750.51
101-0276	PARK MAINTENANCE & DEVEL.	2,491.19
101-0364	AIRPORT	5,347.08
101-0671	CABLE COMMISSION	2,526.92
101-0675	COMM SERVICES ADMIN	9,433.83
101-0741	CITY ADMINISTRATION	6,481.29
101-0821	FINANCE	5,347.08

** DEPARTMENT TOTALS **

ACCT	NAME	AMOUNT
101-0931	APPRAISING & ASSESSING	5,347.08
101-0971	RECREATION	2,019.60
101-1231	MUNICIPAL BLDG MAINT	2,471.18
101-1641	INFORMATION TECHNOLOGY	3,495.08
101-2071	ADULT COMMUNITY CTR	1,782.36

101 TOTAL	GENERAL FUND	122,377.11
211-0437	LIBRARY	4,477.64

211 TOTAL	LIBRARY FUND	4,477.64
258-0579	AMATEUR SPORTS CENTER	6,143.97

258 TOTAL	ASC ARENA	6,143.97
270-0551	MERIT OPERATIONS	2,149.51

270 TOTAL	MERIT	2,149.51
401-0276	PARK MAINTENANCE & DEVEL.	13,991.18
401-0671	CABLE COMMISSION	1,797.29

401 TOTAL	CAPITAL EQUIPMENT FUND	15,788.47
475-0211	** INVALID DEPT **	161,853.51

475 TOTAL	2018 PUBLIC IMPROVEMENT26	161,853.51
602-0581	WW OPERATIONS	23,540.58

602 TOTAL	WASTEWATER OPERATING	23,540.58
609-0991	LIQUOR OPERATIONS	2,756.00
609-0992	LIQUOR PURCHASES	14,048.85

609 TOTAL	LIQUOR	16,804.85

** DEPARTMENT TOTALS **

ACCT	NAME	AMOUNT
630-0661	SURFACE WATER MGT UTILITY	181.69

630 TOTAL	SURFACE WATER MGT UTILITY	181.69

	** TOTAL **	353,317.33

*** PROJECT TOTALS ***

PROJECT	LINE ITEM	AMOUNT
604 CURLING	2211 SUPPLIES	237.24
	** PROJECT 604 TOTAL **	237.24
AAA WELLNESS PROGRAM	2211 GENERAL SUPPLIES	698.08
	** PROJECT AAA TOTAL **	698.08
PC5 10/14-09/16 CAT GRANT	2215 SAFETY EQUIPMENT	253.92
	2245 EQUIPMENT/TOOLS UP TO \$5000	175.38
	3321 TELEPHONE	112.89
	** PROJECT PC5 TOTAL **	542.19
W00 SANITARY SEWER	2212 MOTOR FUELS, LUBRICANTS & ADDI	1,586.00
	** PROJECT W00 TOTAL **	1,586.00
Z64 SARATOGA STREET RECON	5570 INFRASTRUCTURE	161,853.51
	** PROJECT Z64 TOTAL **	161,853.51

1 ERROR

** END OF REPORT **

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-1311	HYVEE FOOD STORES INC	I-6836924414	101-40141-3311	GENERAL PROFE STRATEGIC PLANNING MTG	115165	339.06
01-1623	MARSHALL INDEPENDENT, I	I-054739	101-40141-3345	ADVERTISING 10/19 DISPLAY & LEGALS	115173	135.38
		I-055149	101-40141-3346	GENERAL NOTIC 11/19 DISPLAY & LEGALS	115173	78.38
DEPARTMENT 0141 MAYOR & COUNCIL					TOTAL:	552.82
01-0460	MARSHALL JAMES	I-1172	101-50151-3433	DUES & SUBSCR ROTARY DUES	115174	257.50
01-1158	GALLS INC	I-014143350	101-50151-2211	GENERAL SUPPL PBT MOUTH PIECES	115162	139.98
01-1545	LYON COUNTY HIGHWAY DEP	I-201912194184	101-50151-2212	MOTOR FUELS, 02/19 FUEL	115170	0.00
	PROJ: PG1-2212	BLR GANG/DRUG TF-GANG		MOTOR FUEL, LUBRICANTS		
		I-201912194184	101-50151-2212	MOTOR FUELS, 02/19 FUEL	115170	2,496.25
01-1553	LYON COUNTY SHERIFF'S D	I-19-0028	101-50151-2211	GENERAL SUPPL POLICE ID	115172	5.00
01-5700	WATCH GUARD	I-4BOINV0005446	101-50151-5540	CAPITAL OUTLA BODY CAMERA SERVER	115193	11,445.00
	PROJ: P03-5540	DRUG & ALCOHOL FORFEITURE		MACHINERY & EQUIPMENT		
		I-4BOINV0005319	101-50151-3311	GENERAL PROFE TECH SUPPORT	115193	945.00
	PROJ: P03-3311	DRUG & ALCOHOL FORFEITURE		GENERAL PROFESSIONAL SERVICES		
01-6166	PULVER MOTOR SVC, LLC	I-141206	101-50151-3436	TOWING CHARGE ICR# 19-20480	115188	75.00
		I-141225	101-50151-3436	TOWING CHARGE ICR# 19-20642	115188	75.00
DEPARTMENT 0151 POLICE ADMINISTRATION					TOTAL:	15,438.73
01-1545	LYON COUNTY HIGHWAY DEP	I-201912194184	101-50156-2212	MOTOR FUELS, 02/19 FUEL	115170	0.00
	PROJ: PC5-2212	10/14-09/16 CAT GRANT		MOTOR FUELS, LUBRICANTS & ADDI		
DEPARTMENT 0156 CHEMICAL ASSESSMENT TEAM					TOTAL:	0.00
		I-201912194184	101-60162-2212	MOTOR FUELS, 02/19 FUEL	115170	293.29
DEPARTMENT 0162 ENGINEERING					TOTAL:	293.29

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-1545	LYON COUNTY HIGHWAY DEP	continued				
		I-201912194184	101-60164-2212	MOTOR FUELS, 02/19 FUEL	115170	217.39
01-1623	MARSHALL INDEPENDENT, I					
		I-055149	101-60164-3346	GENERAL NOTIC 11/19 DISPLAY & LEGALS	115173	349.13
01-1837	MINNESOTA VALLEY COMMUN					
		I-MSHL1IN49473	101-60164-3321	TELEPHONE & C PHONE CASES	115177	199.96
01-5684	ICC					
		I-201912184178	101-60164-3331	TRAVEL, CONFE CONTINUING ED- I GUTMAN	115166	480.00
DEPARTMENT 0164 COMMUNITY PLANNING					TOTAL:	1,246.48
01-1545	LYON COUNTY HIGHWAY DEP					
		I-201912194184	101-60211-2212	MOTOR FUELS, 02/19 FUEL	115170	4,574.48
		I-201912194184	101-60211-2212	MOTOR FUELS, 02/19 FUEL	115170	0.00
01-1864	MONTES ELECTRIC INC					
		I-18476	101-60211-5540	CAPITAL OUTLA BRINE MAKER OUTLET	115179	322.50
01-2064	POWERPLAN					
		I-W18465	101-60211-2221	EQUIPMENT REP 644K LOADER	115186	1,506.14
01-3845	DAKOTA FLUID POWER INC.					
		I-6740981	101-60211-2221	EQUIPMENT REP BUCKET TRUCK	115161	54.70
01-5095	KIBBLE EQUIPMENT					
		I-2190984	101-60211-2221	EQUIPMENT REP BOOM TRUCK HOSE	115169	64.32
01-5733	VAST BROADBAND					
		I-002687201-1219	101-60211-3321	TELEPHONE & C 12/08-01/07/20	115192	115.86
DEPARTMENT 0211 STREET ADMINISTRATION					TOTAL:	6,638.00
01-1545	LYON COUNTY HIGHWAY DEP					
		I-201912194184	101-70276-2212	MOTOR FUELS, 02/19 FUEL	115170	809.03
		I-201912194184	101-70276-2212	MOTOR FUELS, 02/19 FUEL	115170	0.00
01-1766	MN DEPT OF AGRICULTURE					
		I-20113693-2020	101-70276-3437	LICENSES AND 2020 PESTICIDE LICENSE	115178	10.00
01-5095	KIBBLE EQUIPMENT					
		I-2186523	101-70276-2221	EQUIPMENT REP BROOM DRIVE SPROCKET	115169	219.53
01-5119	ALL FLAGS, LLC					
		I-57000	101-70276-2211	GENERAL SUPPL FLAGS	115153	364.79
DEPARTMENT 0276 PARK MAINTENANCE & DEVEL.					TOTAL:	1,403.35

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-1545	LYON COUNTY HIGHWAY DEP					
		I-201912194184	101-50352-2212	MOTOR FUELS, 02/19 FUEL	115170	298.65
		I-201912194184	101-50352-2212	MOTOR FUELS, 02/19 FUEL	115170	0.00
01-1945	NORMS GTC					
		C-201912184181	101-50352-2245	EQUIPMENT/TOO PD BY MRS HL VOL FIRE DEPT	115181	61.64-
				DEPARTMENT 0352 FIRE SERVICES	TOTAL:	237.01
01-1545	LYON COUNTY HIGHWAY DEP					
		I-201912194184	101-60364-2212	MOTOR FUELS, 02/19 FUEL	115170	310.44
01-1623	MARSHALL INDEPENDENT, I					
		I-055149	101-60364-3345	ADVERTISING 11/19 DISPLAY & LEGALS	115173	142.50
01-1766	MN DEPT OF AGRICULTURE					
		I-20113693-2020	101-60364-3437	LICENSES AND 2020 PESTICIDE LICENSE	115178	10.00
01-1864	MONTES ELECTRIC INC					
		I-18482	101-60364-2227	OTHER REPAIRS PAPI ELECTRICAL	115179	377.16
01-5095	KIBBLE EQUIPMENT					
		I-2183640	101-60364-2221	EQUIPMENT REP 7410 COUPLER 0 RINGS	115169	4.22
01-5585	PRESTIGE CHEMICALS					
		I-12-0436-1	101-60364-2211	GENERAL SUPPL ICE MELT	115187	808.02
01-5733	VAST BROADBAND					
		I-015187301-1219	101-60364-3321	TELEPHONE 12/06-01/05/20	115192	420.40
				DEPARTMENT 0364 AIRPORT	TOTAL:	2,072.74
01-1545	LYON COUNTY HIGHWAY DEP					
		I-201912194184	101-40671-2212	MOTOR FUELS, 02/19 FUEL	115170	44.03
				DEPARTMENT 0671 CABLE COMMISSION	TOTAL:	44.03
		I-201912194184	101-70675-2212	MOTOR FUELS, 02/19 FUEL	115170	31.73
01-1874	MOSS & BARNETT					
		I-720102	101-70675-3311	GENERAL PROFE 11/19 SVC	115180	357.00
				DEPARTMENT 0675 COMM SERVICES ADMIN	TOTAL:	388.73
01-1623	MARSHALL INDEPENDENT, I					

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-1623	MARSHALL INDEPENDENT, I		continued			
		I-054739	101-40741-3345	ADVERTISING 10/19 DISPLAY & LEGALS	115173	288.90
		I-055149	101-40741-3346	GENERAL NOTIC 11/19 DISPLAY & LEGALS	115173	85.50
DEPARTMENT 0741 CITY ADMINISTRATION					TOTAL:	374.40
01-6325	JIMMY JOHNS #1080					
		I-01080-08132019-1	101-41041-3311	GENERAL PROFE WORK SESSION	115167	139.78
DEPARTMENT 1041 LEGAL					TOTAL:	139.78
01-1552	LYON COUNTY RECORDER					
		I-219720	101-41136-3311	GENERAL PROFE QUIT CLAIM DEED-KNOCHEMUS ENTE	115171	46.00
		I-219730	101-41136-3311	GENERAL PROFE CUP- 401 S SARATOGA	115171	46.00
		I-219734	101-41136-3311	GENERAL PROFE WARRANTY DEED-MARSHALL HOUSING	115171	46.00
		I-T15232	101-41136-3311	GENERAL PROFE CUP- 1300 E LYON	115171	66.00
01-1623	MARSHALL INDEPENDENT, I					
		I-054739	101-41136-3346	GENERAL NOTIC 10/19 DISPLAY & LEGALS	115173	363.38
		I-055149	101-41136-3346	GENERAL NOTIC 11/19 DISPLAY & LEGALS	115173	534.39
DEPARTMENT 1136 GEN COMM DEVELOPMENT					TOTAL:	1,101.77
01-1545	LYON COUNTY HIGHWAY DEP					
		I-201912194184	101-41231-2212	MOTOR FUELS, 02/19 FUEL	115170	191.89
01-5119	ALL FLAGS, LLC					
		I-57000	101-41231-2211	GENERAL SUPPL FLAGS	115153	62.45
DEPARTMENT 1231 MUNICIPAL BLDG MAINT					TOTAL:	254.34
01-2044	PITNEY BOWES INC					
		I-3103555890	101-41641-3416	MACHINERY & E 09/30-12/31/19	115185	273.84
DEPARTMENT 1641 INFORMATION TECHNOLOGY					TOTAL:	273.84
01-5119	ALL FLAGS, LLC					
		I-57000	101-42071-2211	GENERAL SUPPL FLAGS	115153	27.41
DEPARTMENT 2071 ADULT COMMUNITY CTR					TOTAL:	27.41
FUND 101 GENERAL FUND					TOTAL:	30,486.72

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PACKET: 07163 Regular Payments
VENDOR SET: 01
FUND : 204 ECONOMIC DEVELOPMENT AUTH
DEPARTMENT: 1136 GENERAL COMMUNITY DEV
BUDGET TO USE: CB-CURRENT BUDGET

REGULAR DEPARTMENT PAYMENT REGISTER

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-1623	MARSHALL INDEPENDENT, I	I-055149	204-41136-3345	ADVERTISING 11/19 DISPLAY & LEGALS	115173	133.22
DEPARTMENT 1136 GENERAL COMMUNITY DEV TOTAL:						133.22
FUND 204 ECONOMIC DEVELOPMENT AUTH TOTAL:						133.22

12/19/2019 4:20 PM
PACKET: 07163 Regular Payments
VENDOR SET: 01
FUND : 211 LIBRARY FUND
DEPARTMENT: 0437 LIBRARY
BUDGET TO USE: CB-CURRENT BUDGET

REGULAR DEPARTMENT PAYMENT REGISTER

PAGE: 6

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-5119	ALL FLAGS, LLC	I-57000	211-70437-2211	GENERAL SUPPL FLAGS	115153	69.24
					DEPARTMENT 0437 LIBRARY	TOTAL: 69.24
					FUND 211 LIBRARY FUND	TOTAL: 69.24

PACKET: 07163 Regular Payments
VENDOR SET: 01
FUND : 258 ASC ARENA
DEPARTMENT: 0579 AMATEUR SPORTS CENTER
BUDGET TO USE: CB-CURRENT BUDGET

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-4980	MENARDS INC					
		I-49562	258-70579-2211	GENERAL SUPPL SNOW FENCE	115176	39.98
		I-50206	258-70579-2211	GENERAL SUPPL TOGGLE SWITCH	115176	12.05
01-5733	VAST BROADBAND					
		I-015511601-1219	258-70579-3321	TELEPHONE & C 12/10-01/09/20	115192	174.88
01-6441	HOBART SALES & SERVICE					
		I-EC585041	258-70579-2221	EQUIPMENT REP FRYER REPAIRS-CONCESSIONS	115164	457.50
DEPARTMENT 0579 AMATEUR SPORTS CENTER					TOTAL:	684.41
FUND 258 ASC ARENA					TOTAL:	684.41

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-0707	BISBEE PLUMBING AND HEA	I-51010	270-50551-3311	GENERAL PROFE SVC FURNACE	115159	80.00
01-1545	LYON COUNTY HIGHWAY DEP	I-201912194184	270-50551-2212	MOTOR FUELS, 02/19 FUEL	115170	27.60
01-5119	ALL FLAGS, LLC	I-57000	270-50551-2211	GENERAL SUPPL FLAGS	115153	69.24
01-5813	ACE HOME & HARDWARE	I-108399	270-50551-2211	GENERAL SUPPL BATTERIES	115151	23.98
01-6128	ACTION CO LLC	I-365	270-50551-3311	GENERAL PROFE 11/19 SNOW REMOVAL	115152	450.00
		I-396	270-50551-3311	GENERAL PROFE 12/19 SNOW REMOVAL	115152	1,247.00
DEPARTMENT 0551 MERIT OPERATIONS					TOTAL:	1,897.82
FUND 270 MERIT					TOTAL:	1,897.82

PACKET: 07163 Regular Payments

VENDOR SET: 01

FUND : 360 2016 B PUBLIC IMPROVEMENT

DEPARTMENT: 6420 DEBT SERVICE

BANK: AP

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-1552	LYON COUNTY RECORDER	I-219752	360-96420-3311	GENERAL PROFE DEFERRED ASSMT-27-677224-0	115171	46.00
					DEPARTMENT 6420 DEBT SERVICE	TOTAL: 46.00
					FUND 360 2016 B PUBLIC IMPROVEMENT	TOTAL: 46.00

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-1623	MARSHALL INDEPENDENT, I					
		I-054739	494-41136-5520	BUILDINGS & S 10/19 DISPLAY & LEGALS	115173	1,482.01
	PROJ: CH1-5520		CITY HALL-NEW	BUILDING & STRUCTURES		
01-2423	TIERNEY BROTHERS INC					
		I-813069	494-41136-5520	BUILDINGS & S AV DESIGN	115191	5,000.00
DEPARTMENT 1136 GENERAL GOVERNMENT					TOTAL:	6,482.01
FUND 494 CITY HALL BUILDING					TOTAL:	6,482.01

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-0689	BEND RITE FABRICATION I	I-44225	602-90581-2211	GENERAL SUPPL MATERIALS	115156	8.30
01-1256	HAWKINS INC	I-4630607	602-90581-2211	GENERAL SUPPL FERRIC CHLORIDE	115163	5,165.93
01-1545	LYON COUNTY HIGHWAY DEP	I-201912194184	602-90581-2212	MOTOR FUELS, 02/19 FUEL	115170	300.41
01-1623	MARSHALL INDEPENDENT, I	I-054739	602-90581-3346	GENERAL NOTIC 10/19 DISPLAY & LEGALS	115173	308.16
01-1649	MARSHALL TRUCK SALVAGE	I-64615	602-90581-2211	GENERAL SUPPL PANEL SVC	115175	14.30
		I-64621	602-90581-2211	GENERAL SUPPL SUPPLIES	115175	30.00
		I-64646	602-90581-2221	EQUIPMENT REP SUSPENSION PARTS 2002 INT SEMI	115175	207.14
01-1945	NORMS GTC	I-100497	602-90581-2211	GENERAL SUPPL BATTERY 2006 CHEVY PU	115181	160.00
		I-100623	602-90581-2211	GENERAL SUPPL SOCKET	115181	9.95
01-4338	THERMAL PROCESSING SYST	I-57519.3	602-90581-2211	GENERAL SUPPL PH ORP	115190	636.72
01-5813	ACE HOME & HARDWARE	I-108402	602-90581-2211	GENERAL SUPPL BLEACH	115151	9.18
01-6216	R & H PAINTING, LLC	I-1029	602-90581-2227	OTHER REPAIRS MANHOLE RELINING	115189	26,864.00
01-6339	BESSE, NATHAN	I-201912174177	602-90581-2215	SAFETY WEAR & 2019 SAFETY SHOES-N BESSE	115157	175.00
		I-201912174177	602-90581-2214	UNIFORMS 2019 SAFETY SHOES-N BESSE	115157	36.49
01-6442	NOZZTEQ, INC	I-NT-06-13730	602-90581-2211	GENERAL SUPPL JETTER EQUIPMENT	115182	389.00
	PROJ: W00-2211	SANITARY SEWER		GENERAL SUPPLIES		
DEPARTMENT 0581 WW OPERATIONS					TOTAL:	34,314.58
FUND 602 WASTEWATER OPERATING					TOTAL:	34,314.58

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-1	ONE TIME VENDOR					
	PAYLIDIFY	I-201912184182	609-90991-2245	EQUIPMENT/TOO PAYLIDIFY:REPLACE CK 114267	115183	1,562.36
01-1399	JOHNSON BROTHERS LIQUOR					
		I-1456562	609-90991-3333	FREIGHT .	115168	103.93
		I-1456563	609-90991-3333	FREIGHT .	115168	131.81
01-2036	PHILLIPS WINE AND SPIRI					
		I-2671803	609-90991-3333	FREIGHT .	115184	46.90
		I-2671804	609-90991-3333	FREIGHT PHILLIPS WINE AND SPIRITS INC	115184	33.80
01-2605	WINE MERCHANTS					
		I-7265434	609-90991-3333	FREIGHT .	115194	5.07
01-4457	BREAKTHRU BEVERAGE					
		I-1081071240	609-90991-3333	FREIGHT .	115160	131.20
		I-1081071241	609-90991-3333	FREIGHT .	115160	11.10
01-6128	ACTION CO LLC					
		I-365	609-90991-3311	GENERAL PROFE 11/19 SNOW REMOVAL	115152	199.00
		I-396	609-90991-3311	GENERAL PROFE 12/19 SNOW REMOVAL	115152	248.00
DEPARTMENT 0991 LIQUOR OPERATIONS					TOTAL:	2,473.17
01-0630	ARCTIC GLACIER					
		I-1951934709	609-90992-2254	GEN MDSE PURC .	115154	38.15
01-0699	BEVERAGE WHOLESALERS					
		I-093774	609-90992-2252	BEER PURCHASE .	115158	7,711.18
01-1399	JOHNSON BROTHERS LIQUOR					
		I-1456562	609-90992-2251	LIQUOR PURCHA .	115168	6,149.61
		I-1456563	609-90992-2253	WINE PURCHASE .	115168	4,390.10
01-2036	PHILLIPS WINE AND SPIRI					
		I-2671803	609-90992-2251	LIQUOR PURCHA .	115184	4,048.35
		I-2671804	609-90992-2254	GEN MDSE PURC PHILLIPS WINE AND SPIRITS INC	115184	22.00
		I-2671804	609-90992-2253	WINE PURCHASE PHILLIPS WINE AND SPIRITS INC	115184	871.25
01-2605	WINE MERCHANTS					
		I-7265434	609-90992-2253	WINE PURCHASE .	115194	345.00
01-4457	BREAKTHRU BEVERAGE					
		I-1081071239	609-90992-2252	BEER PURCHASE .	115160	98.20
		I-1081071240	609-90992-2254	GEN MDSE PURC .	115160	103.94
		I-1081071240	609-90992-2251	LIQUOR PURCHA .	115160	5,881.71
		I-1081071241	609-90992-2253	WINE PURCHASE .	115160	220.00

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PACKET: 07163 Regular Payments
VENDOR SET: 01
FUND : 609 LIQUOR
DEPARTMENT: 0992 LIQUOR PURCHASES
BUDGET TO USE: CB-CURRENT BUDGET

REGULAR DEPARTMENT PAYMENT REGISTER

PAGE: 13

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-5447	ARTISAN BEER COMPANY	I-3392534	609-90992-2252	BEER PURCHASE .	115155	108.00
					DEPARTMENT 0992 LIQUOR PURCHASES	TOTAL: 29,987.49
					FUND 609 LIQUOR	TOTAL: 32,460.66

PACKET: 07163 Regular Payments
VENDOR SET: 01
FUND : 630 SURFACE WATER MGT UTILITY
DEPARTMENT: 0661 SURFACE WATER MGT UTILITY
BUDGET TO USE: CB-CURRENT BUDGET

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-1545	LYON COUNTY HIGHWAY DEP					
		I-201912194184	630-90661-2212	MOTOR FUELS, 02/19 FUEL	115170	233.51
		I-201912194184	630-90661-2212	MOTOR FUELS, 02/19 FUEL	115170	0.00
			DEPARTMENT 0661	SURFACE WATER MGT UTILITY	TOTAL:	233.51
			FUND 630	SURFACE WATER MGT UTILITY	TOTAL:	233.51
				REPORT GRAND TOTAL:		106,808.17

** G/L ACCOUNT TOTALS **

YEAR	ACCOUNT	NAME	AMOUNT	=====LINE ITEM=====			=====GROUP BUDGET=====		
				ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG	ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG
2019-2020	101-40141-3311	GENERAL PROFESSIONAL SERVI	339.06	11,785	1,171.78-	Y			
	101-40141-3345	ADVERTISING	135.38	1,000	864.62				
	101-40141-3346	GENERAL NOTICES & PUBLIC I	78.38	4,000	1,274.04-	Y			
	101-40671-2212	MOTOR FUELS, LUBRICANTS	44.03	700	220.26				
	101-40741-3345	ADVERTISING	288.90	300	665.10-	Y			
	101-40741-3346	GENERAL NOTICES & PUBLIC I	85.50	300	214.50				
	101-41041-3311	GENERAL PROFESSIONAL SERVI	139.78	500	360.22				
	101-41136-3311	GENERAL PROFESSIONAL SERVI	204.00	44,536	34,574.50-	Y			
	101-41136-3346	GENERAL NOTICES & PUBLIC I	897.77	0	2,429.67-	Y			
	101-41231-2211	GENERAL SUPPLIES	62.45	6,700	172.96-	Y			
	101-41231-2212	MOTOR FUELS, LUBRICANTS &	191.89	2,500	450.96				
	101-41641-3416	MACHINERY & EQUIPMENT RENT	273.84	1,200	925.37-	Y			
	101-42071-2211	GENERAL SUPPLIES	27.41	10,815	1,167.16				
	101-50151-2211	GENERAL SUPPLIES	144.98	12,000	2,037.38				
	101-50151-2212	MOTOR FUELS, LUBRICANTS &	2,496.25	32,000	4,296.90				
	101-50151-3311	GENERAL PROFESSIONAL SERVI	945.00	145,000	48,710.73				
	101-50151-3433	DUES & SUBSCRIPTIONS	257.50	26,291	2,144.45-	Y			
	101-50151-3436	TOWING CHARGES	150.00	15,000	5,180.00				
	101-50151-5540	CAPITAL OUTLAY - MACHINERY	11,445.00	0	11,445.00-	Y			
	101-50156-2212	MOTOR FUELS, LUBRICANTS &	0.00	900	91.48				
	101-50352-2212	MOTOR FUELS, LUBRICANTS &	298.65	5,000	478.43				
	101-50352-2245	EQUIPMENT/TOOLS UP TO \$500	61.64-	35,700	10,059.49				
	101-60162-2212	MOTOR FUELS, LUBRICANTS &	293.29	4,000	93.83				
	101-60164-2212	MOTOR FUELS, LUBRICANTS &	217.39	1,500	339.42-	Y			
	101-60164-3321	TELEPHONE & CELLULAR PHONE	199.96	3,000	557.09				
	101-60164-3331	TRAVEL, CONFERENCES, AND S	480.00	5,000	36.73				
	101-60164-3346	GENERAL NOTICES & PUBLIC I	349.13	2,500	452.11-	Y			
	101-60211-2212	MOTOR FUELS, LUBRICANTS &	4,574.48	43,300	33,713.48-	Y			
	101-60211-2221	EQUIPMENT REPAIR & MAINTEN	1,625.16	71,500	25,462.76-	Y			
	101-60211-3321	TELEPHONE & CELLULAR PHONE	115.86	3,200	569.34-	Y			
	101-60211-5540	CAPITAL OUTLAY - MACHINERY	322.50	0	322.50-	Y			
	101-60364-2211	GENERAL SUPPLIES	808.02	14,000	5,778.22-	Y			
	101-60364-2212	MOTOR FUELS, LUBRICANTS &	310.44	13,000	6,255.77-	Y			
	101-60364-2221	EQUIPMENT REPAIR & MAINTEN	4.22	15,000	5,359.22-	Y			
	101-60364-2227	OTHER REPAIRS & MAINTENANC	377.16	16,000	8,314.16				
	101-60364-3321	TELEPHONE	420.40	6,200	864.67-	Y			
	101-60364-3345	ADVERTISING	142.50	250	326.64-	Y			
	101-60364-3437	LICENSES AND TAXES	10.00	15,000	4,249.00				
	101-70276-2211	GENERAL SUPPLIES	364.79	55,000	3,042.82-	Y			
	101-70276-2212	MOTOR FUELS, LUBRICANTS &	809.03	13,000	3,138.30-	Y			
	101-70276-2221	EQUIPMENT REPAIR & MAINTEN	219.53	18,000	69.21-	Y			
	101-70276-3437	LICENSES AND TAXES	10.00	2,300	1,031.25				
	101-70675-2212	MOTOR FUELS, LUBRICANTS &	31.73	600	13.83				
	101-70675-3311	GENERAL PROFESSIONAL SERVI	357.00	5,000	2,322.50				
	204-41136-3345	ADVERTISING	133.22	0	133.22-	Y			

** G/L ACCOUNT TOTALS **

YEAR	ACCOUNT	NAME	AMOUNT	=====LINE ITEM=====		=====GROUP BUDGET=====	
				ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG	ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG
	211-70437-2211	GENERAL SUPPLIES	69.24	2,000	677.42-	Y	
	258-70579-2211	GENERAL SUPPLIES	52.03	25,000	5,999.20		
	258-70579-2221	EQUIPMENT REPAIR & MAINTEN	457.50	17,000	964.00-	Y	
	258-70579-3321	TELEPHONE & CELLULAR PHONE	174.88	3,900	1,340.30		
	270-50551-2211	GENERAL SUPPLIES	93.22	3,000	94.39		
	270-50551-2212	MOTOR FUELS, LUBRICANTS	27.60	2,000	1,122.71		
	270-50551-3311	GENERAL PROFESSIONAL SERVI	1,777.00	9,420	404.24-	Y	
	360-96420-3311	GENERAL PROFESSIONAL SERVI	46.00	124	78.00		
	494-41136-5520	BUILDINGS & STRUCTURES	6,482.01	0	293,266.31-	Y	
	602-90581-2211	GENERAL SUPPLIES	6,423.38	250,000	6,211.81		
	602-90581-2212	MOTOR FUELS, LUBRICANTS &	300.41	50,000	5,126.20		
	602-90581-2214	UNIFORMS	36.49	0	242.37-	Y	
	602-90581-2215	SAFETY WEAR & EQUIPMENT	175.00	3,500	2,391.44		
	602-90581-2221	EQUIPMENT REPAIR & MAINTEN	207.14	152,000	2,043.18-	Y	
	602-90581-2227	OTHER REPAIRS & MAINTENANC	26,864.00	26,250	10,227.34-	Y	
	602-90581-3346	GENERAL NOTICES & PUBLIC I	308.16	1,000	229.37-	Y	
	609-90991-2245	EQUIPMENT/TOOLS UP TO \$500	1,562.36	1,000	8,102.59-	Y	
	609-90991-3311	GENERAL PROFESSIONAL SERVI	447.00	14,000	491.08-	Y	
	609-90991-3333	FREIGHT	463.81	30,000	3,877.84-	Y	
	609-90992-2251	LIQUOR PURCHASES	16,079.67	1,267,741	148,106.99-	Y	
	609-90992-2252	BEER PURCHASES	7,917.38	1,704,028	226,647.20-	Y	
	609-90992-2253	WINE PURCHASES	5,826.35	544,319	14,364.21-	Y	
	609-90992-2254	GEN MDSE PURCHASES	164.09	70,496	1,891.85-	Y	
	630-90661-2212	MOTOR FUELS, LUBRICANTS &	233.51	7,500	4,266.51		
** 2019-2020 YEAR TOTALS **			106,808.17				

** DEPARTMENT TOTALS **

ACCT	NAME	AMOUNT
101-0141	MAYOR & COUNCIL	552.82
101-0151	POLICE ADMINISTRATION	15,438.73
101-0156	CHEMICAL ASSESSMENT TEAM	0.00
101-0162	ENGINEERING	293.29
101-0164	COMMUNITY PLANNING	1,246.48
101-0211	STREET ADMINISTRATION	6,638.00
101-0276	PARK MAINTENANCE & DEVEL.	1,403.35
101-0352	FIRE SERVICES	237.01
101-0364	AIRPORT	2,072.74
101-0671	CABLE COMMISSION	44.03
101-0675	COMM SERVICES ADMIN	388.73

** DEPARTMENT TOTALS **

ACCT	NAME	AMOUNT
101-0741	CITY ADMINISTRATION	374.40
101-1041	LEGAL	139.78
101-1136	GEN COMM DEVELOPMENT	1,101.77
101-1231	MUNICIPAL BLDG MAINT	254.34
101-1641	INFORMATION TECHNOLOGY	273.84
101-2071	ADULT COMMUNITY CTR	27.41

101 TOTAL	GENERAL FUND	30,486.72
204-1136	GENERAL COMMUNITY DEV	133.22

204 TOTAL	ECONOMIC DEVELOPMENT AUTH	133.22
211-0437	LIBRARY	69.24

211 TOTAL	LIBRARY FUND	69.24
258-0579	AMATEUR SPORTS CENTER	684.41

258 TOTAL	ASC ARENA	684.41
270-0551	MERIT OPERATIONS	1,897.82

270 TOTAL	MERIT	1,897.82
360-6420	DEBT SERVICE	46.00

360 TOTAL	2016 B PUBLIC IMPROVEMENT	46.00
494-1136	GENERAL GOVERNMENT	6,482.01

494 TOTAL	CITY HALL BUILDING	6,482.01
602-0581	WW OPERATIONS	34,314.58

602 TOTAL	WASTEWATER OPERATING	34,314.58

** DEPARTMENT TOTALS **

ACCT	NAME	AMOUNT
609-0991	LIQUOR OPERATIONS	2,473.17
609-0992	LIQUOR PURCHASES	29,987.49

609 TOTAL	LIQUOR	32,460.66
630-0661	SURFACE WATER MGT UTILITY	233.51

630 TOTAL	SURFACE WATER MGT UTILITY	233.51

	** TOTAL **	106,808.17

*** PROJECT TOTALS ***

PROJECT	LINE ITEM	AMOUNT
CH1 CITY HALL-NEW	5520 BUILDING & STRUCTURES	1,482.01
	** PROJECT CH1 TOTAL **	1,482.01
P03 DRUG & ALCOHOL FORFEITURE	3311 GENERAL PROFESSIONAL SERVICES	945.00
	5540 MACHINERY & EQUIPMENT	11,445.00
	** PROJECT P03 TOTAL **	12,390.00
PC5 10/14-09/16 CAT GRANT	2212 MOTOR FUELS, LUBRICANTS & ADDI	0.00
	** PROJECT PC5 TOTAL **	0.00
PG1 BLR GANG/DRUG TF-GANG	2212 MOTOR FUEL, LUBRICANTS	0.00
	** PROJECT PG1 TOTAL **	0.00
W00 SANITARY SEWER	2211 GENERAL SUPPLIES	389.00
	** PROJECT W00 TOTAL **	389.00

NO ERRORS

** END OF REPORT **

**** CHECK LISTING ****

VENDOR	I.D.	NAME	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
4805		FURTHER						
	I-201912264200	FURTHER	R	12/26/2019		520.84	115195	
	I-201912264201	FURTHER	R	12/26/2019		1,000.00	115195	1,520.84

VENDOR	I.D.	NAME	ITEM TYPE	ITEM DATE	DISCOUNT	AMOUNT	ITEM NO#	ITEM AMOUNT
4805		FURTHER						
	I-5FH201912244194	EMPLOYER CONTRIB FAM HSA 5000	D	12/26/2019		4,333.68	001057	CHECK DATE < ITEM DATE
	I-5FV201912244194	EMPLOYER CONT FAM VEBA 5000	D	12/26/2019		750.00	001057	CHECK DATE < ITEM DATE
	I-5SH201912244194	EMPLOYER CONTRIB SNGL HSA 5000	D	12/26/2019		1,687.50	001057	CHECK DATE < ITEM DATE
	I-5SV201912244194	EMPLOYER CONT SINGL VEBA 5000	D	12/26/2019		833.36	001057	CHECK DATE < ITEM DATE
	I-HEC201912244194	EMPLOYEE HSA CONTRIBUTION	D	12/26/2019		7,412.15	001057	15,016.69
1358		INTERNAL REVENUE SERVICE						
	I-T1 201912244194	FEDERAL W/H	D	12/26/2019		21,517.85	001058	CHECK DATE < ITEM DATE
	I-T3 201912244194	SOCIAL SECURITY W/H	D	12/26/2019		24,617.62	001058	CHECK DATE < ITEM DATE
	I-T4 201912244194	MEDICARE W/H	D	12/26/2019		7,403.12	001058	53,538.59
3669		MINNESOTA STATE RETIREMENT SYST						
	I-27A201912244194	HEALTH CARE SAVINGS PLAN	D	12/26/2019		1,243.07	001059	CHECK DATE < ITEM DATE
	I-27B201912244194	HEALTH CARE SAVINGS PLAN	D	12/26/2019		170.00	001059	CHECK DATE < ITEM DATE
	I-27L201912244194	HEALTH CARE SAVINGS PLAN	D	12/26/2019		1,275.00	001059	CHECK DATE < ITEM DATE
	I-27N201912244194	HEALTH CARE SAVINGS PLAN	D	12/26/2019		3,373.19	001059	CHECK DATE < ITEM DATE
	I-27S201912244194	HEALTH CARE SAVINGS PLAN	D	12/26/2019		200.00	001059	CHECK DATE < ITEM DATE
	I-36 201912244194	MNDP - DEFERRED COMP	D	12/26/2019		865.00	001059	CHECK DATE < ITEM DATE
	I-36R201912244194	MNDP - ROTH	D	12/26/2019		345.00	001059	7,471.26
1818		MN REVENUE						
	I-T2 201912244194	STATE W/H	D	12/26/2019		10,279.13	001060	10,279.13
2512		NATIONWIDE RETIREMENT						
	I-33 201912244194	USCM	D	12/26/2019		875.00	001061	875.00

VENDOR	I.D.	NAME	ITEM TYPE	ITEM DATE	DISCOUNT	AMOUNT	ITEM NO#	ITEM AMOUNT
2513		NATIONWIDE RETIREMENT-FIRE						
	I-34	201912244194 USCM FIRE DEPT	D	12/26/2019		851.11	001062	851.11
								CHECK DATE < ITEM DATE
2028		PERA OF MINNESOTA REG						
	I-12	201912244194 PERA POLICE AND FIRE	D	12/26/2019		17,538.98	001063	
								CHECK DATE < ITEM DATE
	I-13	201912244194 PERA COORDINATED	D	12/26/2019		28,862.46	001063	46,401.44
								CHECK DATE < ITEM DATE
3443		VALIC DEFERRED COMP						
	I-35	201912244194 VALIC DEFERRED COMP	D	12/26/2019		997.00	001064	
								CHECK DATE < ITEM DATE
	I-35F	201912244194 VALIC - FIRE DEPARTMENT	D	12/26/2019		25.18	001064	
								CHECK DATE < ITEM DATE
	I-35R	201912244194 VALIC ROTH	D	12/26/2019		1,250.00	001064	2,272.18
								CHECK DATE < ITEM DATE
6085		VOYA - INVESTORS CHOICE						
	I-37D	201912244194 VOYA DEFERRED	D	12/26/2019		250.00	001065	
								CHECK DATE < ITEM DATE
	I-37R	201912244194 VOYA ROTH PLAN	D	12/26/2019		850.00	001065	1,100.00

* * B A N K T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	1	0.00	1,520.84	1,520.84
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	9	0.00	137,805.40	137,805.40
VOID CHECKS:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
CORRECTIONS:	0	0.00	0.00	0.00
BANK TOTALS:	10	0.00	139,326.24	139,326.24

** REGISTER GRAND TOTALS *

* * T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	1	0.00	1,520.84	1,520.84
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	9	0.00	137,805.40	137,805.40
VOID CHECKS:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
CORRECTIONS:	0	0.00	0.00	0.00
REGISTER TOTALS:	10	0.00	139,326.24	139,326.24

** POSTING PERIOD RECAP **

FUND	PERIOD	AMOUNT
101	12/2019	100,431.32CR
211	12/2019	10,467.21CR
258	12/2019	4,372.46CR
270	12/2019	1,086.66CR
602	12/2019	16,888.98CR
609	12/2019	6,079.61CR
ALL		139,326.24CR

CHECK #	VENDOR	NAME	PAGE	ERROR MESSAGE	NOTES
001058	01-1358	INTERNAL REVENUE SERVICE	2	CHECK DATE < ITEM DATE	
001058	01-1358	INTERNAL REVENUE SERVICE	2	CHECK DATE < ITEM DATE	
001058	01-1358	INTERNAL REVENUE SERVICE	2	CHECK DATE < ITEM DATE	
001060	01-1818	MN REVENUE	2	CHECK DATE < ITEM DATE	
001063	01-2028	PERA OF MINNESOTA REG	3	CHECK DATE < ITEM DATE	
001063	01-2028	PERA OF MINNESOTA REG	3	CHECK DATE < ITEM DATE	
001061	01-2512	NATIONWIDE RETIREMENT	2	CHECK DATE < ITEM DATE	
001062	01-2513	NATIONWIDE RETIREMENT-FIRE	3	CHECK DATE < ITEM DATE	
001064	01-3443	VALIC DEFERRED COMP	3	CHECK DATE < ITEM DATE	
001064	01-3443	VALIC DEFERRED COMP	3	CHECK DATE < ITEM DATE	
001064	01-3443	VALIC DEFERRED COMP	3	CHECK DATE < ITEM DATE	
001059	01-3669	MINNESOTA STATE RETIREMENT S	2	CHECK DATE < ITEM DATE	
001059	01-3669	MINNESOTA STATE RETIREMENT S	2	CHECK DATE < ITEM DATE	
001059	01-3669	MINNESOTA STATE RETIREMENT S	2	CHECK DATE < ITEM DATE	
001059	01-3669	MINNESOTA STATE RETIREMENT S	2	CHECK DATE < ITEM DATE	
001059	01-3669	MINNESOTA STATE RETIREMENT S	2	CHECK DATE < ITEM DATE	
001059	01-3669	MINNESOTA STATE RETIREMENT S	2	CHECK DATE < ITEM DATE	
001059	01-3669	MINNESOTA STATE RETIREMENT S	2	CHECK DATE < ITEM DATE	
001057	01-4805	FURTHER	2	CHECK DATE < ITEM DATE	
001057	01-4805	FURTHER	2	CHECK DATE < ITEM DATE	
001057	01-4805	FURTHER	2	CHECK DATE < ITEM DATE	
001057	01-4805	FURTHER	2	CHECK DATE < ITEM DATE	
001057	01-4805	FURTHER	2	CHECK DATE < ITEM DATE	
001065	01-6085	VOYA - INVESTORS CHOICE	3	CHECK DATE < ITEM DATE	
001065	01-6085	VOYA - INVESTORS CHOICE	3	CHECK DATE < ITEM DATE	

TOTAL ERRORS: 0 TOTAL WARNINGS: 25

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	EFT #	AMOUNT
01-0560	AFSCME COUNCIL 65					
		I-83 201912114153	101-21265	UNION DUES UNION DUES AFSCM	002530	406.14
		I-83 201912244194	101-21265	UNION DUES UNION DUES AFSCM	002530	401.70
		I-85 201912114153	101-21265	UNION DUES UNION DUES AFSCM	002530	26.99
		I-85 201912244194	101-21265	UNION DUES UNION DUES AFSCM	002530	26.99
01-0583	AMERICAN FAMILY LIFE AS					
		I-41 201912114153	101-21261	AMERICAN FAMI AMERICAN FAMILY INSURANCE	002534	388.06
		I-41 201912244194	101-21261	AMERICAN FAMI AMERICAN FAMILY INSURANCE	002534	388.06
01-1480	LAW ENFORCEMENT LABOR S					
		I-80 201912244194	101-21265	UNION DUES LELS UNION DUES	002547	1,020.00
01-1571	MADISON NATIONAL LIFE I					
		I-201912264202	101-21249	COMBINED INSU Housing LTD	002548	35.53
		I-201912264202	101-21249	COMBINED INSU Rounding adj	002548	0.07-
01-1633	MARSHALL MUNICIPAL UTIL					
		I-201912264206	101-33424	PERA AID 12/19 PERA AID PYMT	002549	4,223.00
01-1923	NCPERS MN GROUP LIFE IN					
		I-42 201912244194	101-21256	LIFE INSURANC NCPERS MINNESOTA - 614000	002552	320.00
01-5688	MINNESOTA LIFE					
		I-201912264205	101-21249	COMBINED INSU Housing	002565	78.69
		I-201912264205	101-21249	COMBINED INSU Retirees	002565	160.99
		I-201912264205	101-21249	COMBINED INSU rounding adj	002565	0.11-
		I-44 201912114153	101-21271	Voluntary Lif VOLUNTARY SUPPLEMENTAL LIFE	002565	417.87
		I-44 201912244194	101-21271	Voluntary Lif VOLUNTARY SUPPLEMENTAL LIFE	002565	417.14
				DEPARTMENT	NON-DEPARTMENTAL	TOTAL:
						8,310.98
01-1571	MADISON NATIONAL LIFE I					
		I-24 201912114153	101-50151-1133	LIFE INSURANC LONG TERM DISABILITY	002548	126.63
		I-24 201912114153	101-50151-1133	LIFE INSURANC LONG TERM DISABILITY	002548	4.40
	PROJ: PG1-1133	BLR GANG/DRUG TF-GANG		LIFE INSURANCE		
		I-24 201912244194	101-50151-1133	LIFE INSURANC LONG TERM DISABILITY	002548	125.51
		I-24 201912244194	101-50151-1133	LIFE INSURANC LONG TERM DISABILITY	002548	0.85
	PROJ: P07-1133	SAFE & SOBER		LIFE INSURANCE		
		I-24 201912244194	101-50151-1133	LIFE INSURANC LONG TERM DISABILITY	002548	4.66
	PROJ: PG1-1133	BLR GANG/DRUG TF-GANG		LIFE INSURANCE		
01-4489	VERIZON WIRELESS					
		I-9843794909	101-50151-3321	TELEPHONE & C 11/09-12/08/19	002561	360.09
01-5688	MINNESOTA LIFE					
		I-23F201912114153	101-50151-1133	LIFE INSURANC LIFE INSURANCE FAMILY	002565	28.80
		I-23F201912244194	101-50151-1133	LIFE INSURANC LIFE INSURANCE FAMILY	002565	28.65

PACKET: 07178 EFT Payments
 VENDOR SET: 01
 FUND : 101 GENERAL FUND
 DEPARTMENT: 0151 POLICE ADMINISTRATION
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	EFT #	AMOUNT
01-5688	MINNESOTA LIFE		continued			
		I-23F201912244194	101-50151-1133	LIFE INSURANC LIFE INSURANCE FAMILY	002565	0.15
PROJ: P07-1133		SAFE & SOBER		LIFE INSURANCE		
		I-23S201912114153	101-50151-1133	LIFE INSURANC LIFE INSURANCE SINGLE	002565	3.29
		I-23S201912114153	101-50151-1133	LIFE INSURANC LIFE INSURANCE SINGLE	002565	0.61
PROJ: PG1-1133		BLR GANG/DRUG TF-GANG		LIFE INSURANCE		
		I-23S201912244194	101-50151-1133	LIFE INSURANC LIFE INSURANCE SINGLE	002565	3.21
		I-23S201912244194	101-50151-1133	LIFE INSURANC LIFE INSURANCE SINGLE	002565	0.04
PROJ: P07-1133		SAFE & SOBER		LIFE INSURANCE		
		I-23S201912244194	101-50151-1133	LIFE INSURANC LIFE INSURANCE SINGLE	002565	0.65
PROJ: PG1-1133		BLR GANG/DRUG TF-GANG		LIFE INSURANCE		
DEPARTMENT 0151 POLICE ADMINISTRATION					TOTAL:	687.54
01-1571	MADISON NATIONAL LIFE I					
		I-24 201912114153	101-60162-1133	LIFE INSURANC LONG TERM DISABILITY	002548	30.99
		I-24 201912114153	101-60162-1133	LIFE INSURANC LONG TERM DISABILITY	002548	0.35
PROJ: MER-1133		MERIT CENTER		LIFE INSURANCE		
		I-24 201912114153	101-60162-1133	LIFE INSURANC LONG TERM DISABILITY	002548	0.09
PROJ: Z52-1133		WCA BUS SHELTER PROJECT		LIFE INSURANCE		
		I-24 201912114153	101-60162-1133	LIFE INSURANC LONG TERM DISABILITY	002548	0.64
PROJ: Z64-1133		SARATOGA STREET RECON		LIFE INSURANCE		
		I-24 201912114153	101-60162-1133	LIFE INSURANC LONG TERM DISABILITY	002548	0.12
PROJ: Z67-1133		SUPERIOR/MICHIGAN ROAD		LIFE INSURANCE		
		I-24 201912114153	101-60162-1133	LIFE INSURANC LONG TERM DISABILITY	002548	0.12
PROJ: Z73-1133		COUNTRY CLUB UTILITY IMPR		LIFE INSURANCE		
		I-24 201912114153	101-60162-1133	LIFE INSURANC LONG TERM DISABILITY	002548	3.56
PROJ: Z75-1133		S 4TH ST. RECON		LIFE INSURANCE		
		I-24 201912244194	101-60162-1133	LIFE INSURANC LONG TERM DISABILITY	002548	33.36
		I-24 201912244194	101-60162-1133	LIFE INSURANC LONG TERM DISABILITY	002548	0.25
PROJ: S01-1133		SNOW REMOVAL - STREET DEP		LIFE INSURANCE		
		I-24 201912244194	101-60162-1133	LIFE INSURANC LONG TERM DISABILITY	002548	0.18
PROJ: Z52-1133		WCA BUS SHELTER PROJECT		LIFE INSURANCE		
		I-24 201912244194	101-60162-1133	LIFE INSURANC LONG TERM DISABILITY	002548	4.01
PROJ: Z75-1133		S 4TH ST. RECON		LIFE INSURANCE		
01-4753	ENTERPRISE LEASING CO					
		I-23125550	101-60162-3331	TRAVEL, CONFE AV CONSULTING/J LEE	002563	148.32
01-5688	MINNESOTA LIFE					
		I-23F201912114153	101-60162-1133	LIFE INSURANC LIFE INSURANCE FAMILY	002565	6.87
		I-23F201912114153	101-60162-1133	LIFE INSURANC LIFE INSURANCE FAMILY	002565	0.06
PROJ: MER-1133		MERIT CENTER		LIFE INSURANCE		
		I-23F201912114153	101-60162-1133	LIFE INSURANC LIFE INSURANCE FAMILY	002565	0.02
PROJ: Z52-1133		WCA BUS SHELTER PROJECT		LIFE INSURANCE		
		I-23F201912114153	101-60162-1133	LIFE INSURANC LIFE INSURANCE FAMILY	002565	0.13
PROJ: Z64-1133		SARATOGA STREET RECON		LIFE INSURANCE		
		I-23F201912114153	101-60162-1133	LIFE INSURANC LIFE INSURANCE FAMILY	002565	0.02
PROJ: Z67-1133		SUPERIOR/MICHIGAN ROAD		LIFE INSURANCE		

PACKET: 07178 EFT Payments
 VENDOR SET: 01
 FUND : 101 GENERAL FUND
 DEPARTMENT: 0162 ENGINEERING
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	EFT #	AMOUNT
01-5688	MINNESOTA LIFE		continued			
		I-23F201912114153	101-60162-1133	LIFE INSURANC LIFE INSURANCE FAMILY	002565	0.02
PROJ: Z73-1133			COUNTRY CLUB UTILITY IMPR	LIFE INSURANCE		
		I-23F201912114153	101-60162-1133	LIFE INSURANC LIFE INSURANCE FAMILY	002565	1.03
PROJ: Z75-1133			S 4TH ST. RECON	LIFE INSURANCE		
		I-23F201912244194	101-60162-1133	LIFE INSURANC LIFE INSURANCE FAMILY	002565	7.51
		I-23F201912244194	101-60162-1133	LIFE INSURANC LIFE INSURANCE FAMILY	002565	0.07
PROJ: S01-1133			SNOW REMOVAL - STREET DEP	LIFE INSURANCE		
		I-23F201912244194	101-60162-1133	LIFE INSURANC LIFE INSURANCE FAMILY	002565	0.04
PROJ: Z52-1133			WCA BUS SHELTER PROJECT	LIFE INSURANCE		
		I-23F201912244194	101-60162-1133	LIFE INSURANC LIFE INSURANCE FAMILY	002565	1.01
PROJ: Z75-1133			S 4TH ST. RECON	LIFE INSURANCE		
		I-23S201912114153	101-60162-1133	LIFE INSURANC LIFE INSURANCE SINGLE	002565	0.60
		I-23S201912244194	101-60162-1133	LIFE INSURANC LIFE INSURANCE SINGLE	002565	0.65
DEPARTMENT 0162 ENGINEERING					TOTAL:	240.02
01-1571	MADISON NATIONAL LIFE I					
		I-24 201912114153	101-60164-1133	LIFE INSURANC LONG TERM DISABILITY	002548	23.82
		I-24 201912244194	101-60164-1133	LIFE INSURANC LONG TERM DISABILITY	002548	23.77
		I-24 201912244194	101-60164-1133	LIFE INSURANC LONG TERM DISABILITY	002548	0.25
PROJ: S01-1133			SNOW REMOVAL - STREET DEP	LIFE INSURANCE		
01-5688	MINNESOTA LIFE					
		I-23F201912114153	101-60164-1133	LIFE INSURANC LIFE INSURANCE FAMILY	002565	6.74
		I-23F201912244194	101-60164-1133	LIFE INSURANC LIFE INSURANCE FAMILY	002565	6.70
		I-23F201912244194	101-60164-1133	LIFE INSURANC LIFE INSURANCE FAMILY	002565	0.07
PROJ: S01-1133			SNOW REMOVAL - STREET DEP	LIFE INSURANCE		
DEPARTMENT 0164 COMMUNITY PLANNING					TOTAL:	61.35
01-0380	CALLENS, DAVID					
		I-201912234185	101-60211-2215	SAFETY WEAR & 2019 SAFETY SHOE- D CALLENS	002570	175.00
		I-201912234185	101-60211-2214	UNIFORMS 2019 SAFETY SHOE- D CALLENS	002570	6.98
		I-201912264204	101-60211-3331	TRAVEL, CONFE 12/11/19 INSTALLER RECERT-ARDE	002570	53.00
01-0815	CATTOOR OIL COMPANY INC					
		I-8649	101-60211-2212	MOTOR FUELS, DEF FLUID	002539	8.50
01-0934	D & G EXCAVATING INC					
		I-84466	101-60211-3311	GENERAL PROFE 12/2/19 SNOW HAULING	002543	1,155.00
01-1571	MADISON NATIONAL LIFE I					
		I-24 201912114153	101-60211-1133	LIFE INSURANC LONG TERM DISABILITY	002548	3.30
		I-24 201912114153	101-60211-1133	LIFE INSURANC LONG TERM DISABILITY	002548	0.13
PROJ: E22-1133			CORPS/DIKE TREE/VEGETATIO	LIFE INSURANCE		
		I-24 201912114153	101-60211-1133	LIFE INSURANC LONG TERM DISABILITY	002548	24.83
PROJ: S01-1133			SNOW REMOVAL - STREET DEP	LIFE INSURANCE		

PACKET: 07178 EFT Payments
VENDOR SET: 01
FUND : 101 GENERAL FUND
DEPARTMENT: 0211 STREET ADMINISTRATION
BUDGET TO USE: CB-CURRENT BUDGET

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	EFT #	AMOUNT
01-1571	MADISON NATIONAL LIFE I			continued		
		I-24 201912114153	101-60211-1133	LIFE INSURANC LONG TERM DISABILITY	002548	5.83
PROJ: S02-1133		EQUIPMENT REPAIR & MAINTENANCE		LIFE INSURANCE		
		I-24 201912114153	101-60211-1133	LIFE INSURANC LONG TERM DISABILITY	002548	4.78
PROJ: S03-1133		STREET REPAIR & MAINTENANCE		LIFE INSURANCE		
		I-24 201912114153	101-60211-1133	LIFE INSURANC LONG TERM DISABILITY	002548	1.27
PROJ: S05-1133		STREET SIGNING & TRAFFIC		LIFE INSURANCE		
		I-24 201912114153	101-60211-1133	LIFE INSURANC LONG TERM DISABILITY	002548	0.67
PROJ: S06-1133		STREET SWEEPING		LIFE INSURANCE		
		I-24 201912244194	101-60211-1133	LIFE INSURANC LONG TERM DISABILITY	002548	6.86
		I-24 201912244194	101-60211-1133	LIFE INSURANC LONG TERM DISABILITY	002548	0.10
PROJ: E10-1133		GROUND MAINTENANCE - PW		LIFE INSURANCE		
		I-24 201912244194	101-60211-1133	LIFE INSURANC LONG TERM DISABILITY	002548	1.41
PROJ: E14-1133		FEMA FLOOD/ICE/SNOW STORAGE		LIFE INSURANCE		
		I-24 201912244194	101-60211-1133	LIFE INSURANC LONG TERM DISABILITY	002548	0.30
PROJ: E22-1133		CORPS/DIKE TREE/VEGETATION		LIFE INSURANCE		
		I-24 201912244194	101-60211-1133	LIFE INSURANC LONG TERM DISABILITY	002548	9.58
PROJ: S01-1133		SNOW REMOVAL - STREET DEPARTMENT		LIFE INSURANCE		
		I-24 201912244194	101-60211-1133	LIFE INSURANC LONG TERM DISABILITY	002548	5.39
PROJ: S02-1133		EQUIPMENT REPAIR & MAINTENANCE		LIFE INSURANCE		
		I-24 201912244194	101-60211-1133	LIFE INSURANC LONG TERM DISABILITY	002548	16.02
PROJ: S03-1133		STREET REPAIR & MAINTENANCE		LIFE INSURANCE		
		I-24 201912244194	101-60211-1133	LIFE INSURANC LONG TERM DISABILITY	002548	0.51
PROJ: S05-1133		STREET SIGNING & TRAFFIC		LIFE INSURANCE		
01-2632	ZIEGLER INC					
		I-PC040339190	101-60211-2221	EQUIPMENT REPAIR 321 F ELECTRICAL	002558	4.48
01-5688	MINNESOTA LIFE					
		I-23F201912114153	101-60211-1133	LIFE INSURANC LIFE INSURANCE FAMILY	002565	0.77
		I-23F201912114153	101-60211-1133	LIFE INSURANC LIFE INSURANCE FAMILY	002565	0.03
PROJ: E22-1133		CORPS/DIKE TREE/VEGETATION		LIFE INSURANCE		
		I-23F201912114153	101-60211-1133	LIFE INSURANC LIFE INSURANCE FAMILY	002565	7.39
PROJ: S01-1133		SNOW REMOVAL - STREET DEPARTMENT		LIFE INSURANCE		
		I-23F201912114153	101-60211-1133	LIFE INSURANC LIFE INSURANCE FAMILY	002565	1.60
PROJ: S02-1133		EQUIPMENT REPAIR & MAINTENANCE		LIFE INSURANCE		
		I-23F201912114153	101-60211-1133	LIFE INSURANC LIFE INSURANCE FAMILY	002565	1.61
PROJ: S03-1133		STREET REPAIR & MAINTENANCE		LIFE INSURANCE		
		I-23F201912114153	101-60211-1133	LIFE INSURANC LIFE INSURANCE FAMILY	002565	0.41
PROJ: S05-1133		STREET SIGNING & TRAFFIC		LIFE INSURANCE		
		I-23F201912114153	101-60211-1133	LIFE INSURANC LIFE INSURANCE FAMILY	002565	0.22
PROJ: S06-1133		STREET SWEEPING		LIFE INSURANCE		
		I-23F201912244194	101-60211-1133	LIFE INSURANC LIFE INSURANCE FAMILY	002565	1.64
		I-23F201912244194	101-60211-1133	LIFE INSURANC LIFE INSURANCE FAMILY	002565	0.04
PROJ: E10-1133		GROUND MAINTENANCE - PW		LIFE INSURANCE		
		I-23F201912244194	101-60211-1133	LIFE INSURANC LIFE INSURANCE FAMILY	002565	0.37
PROJ: E14-1133		FEMA FLOOD/ICE/SNOW STORAGE		LIFE INSURANCE		
		I-23F201912244194	101-60211-1133	LIFE INSURANC LIFE INSURANCE FAMILY	002565	0.08
PROJ: E22-1133		CORPS/DIKE TREE/VEGETATION		LIFE INSURANCE		

PACKET: 07178 EFT Payments
 VENDOR SET: 01
 FUND : 101 GENERAL FUND
 DEPARTMENT: 0211 STREET ADMINISTRATION
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	EFT #	AMOUNT
01-5688	MINNESOTA LIFE		continued			
		I-23F201912244194	101-60211-1133	LIFE INSURANC LIFE INSURANCE FAMILY	002565	3.02
PROJ: S01-1133			SNOW REMOVAL - STREET DEP	LIFE INSURANCE		
		I-23F201912244194	101-60211-1133	LIFE INSURANC LIFE INSURANCE FAMILY	002565	1.72
PROJ: S02-1133			EQUIPMENT REPAIR & MAINTEN	LIFE INSURANCE		
		I-23F201912244194	101-60211-1133	LIFE INSURANC LIFE INSURANCE FAMILY	002565	4.99
PROJ: S03-1133			STREET REPAIR & MAINTENAN	LIFE INSURANCE		
		I-23F201912244194	101-60211-1133	LIFE INSURANC LIFE INSURANCE FAMILY	002565	0.13
PROJ: S05-1133			STREET SIGNING & TRAFFIC	LIFE INSURANCE		
		I-23S201912114153	101-60211-1133	LIFE INSURANC LIFE INSURANCE SINGLE	002565	0.06
		I-23S201912114153	101-60211-1133	LIFE INSURANC LIFE INSURANCE SINGLE	002565	0.65
PROJ: S01-1133			SNOW REMOVAL - STREET DEP	LIFE INSURANCE		
		I-23S201912114153	101-60211-1133	LIFE INSURANC LIFE INSURANCE SINGLE	002565	0.13
PROJ: S02-1133			EQUIPMENT REPAIR & MAINTEN	LIFE INSURANCE		
		I-23S201912114153	101-60211-1133	LIFE INSURANC LIFE INSURANCE SINGLE	002565	0.03
PROJ: S05-1133			STREET SIGNING & TRAFFIC	LIFE INSURANCE		
		I-23S201912244194	101-60211-1133	LIFE INSURANC LIFE INSURANCE SINGLE	002565	0.11
		I-23S201912244194	101-60211-1133	LIFE INSURANC LIFE INSURANCE SINGLE	002565	0.03
PROJ: E14-1133			FEMA FLOOD/ICE/SNOW STOR	LIFE INSURANCE		
		I-23S201912244194	101-60211-1133	LIFE INSURANC LIFE INSURANCE SINGLE	002565	0.19
PROJ: S01-1133			SNOW REMOVAL - STREET DEP	LIFE INSURANCE		
		I-23S201912244194	101-60211-1133	LIFE INSURANC LIFE INSURANCE SINGLE	002565	0.32
PROJ: S03-1133			STREET REPAIR & MAINTENAN	LIFE INSURANCE		
DEPARTMENT 0211 STREET ADMINISTRATION					TOTAL:	1,509.48

01-1571	MADISON NATIONAL LIFE I					
		I-24 201912114153	101-70276-1133	LIFE INSURANC LONG TERM DISABILITY	002548	15.55
		I-24 201912244194	101-70276-1133	LIFE INSURANC LONG TERM DISABILITY	002548	16.41

01-5688	MINNESOTA LIFE					
		I-23F201912114153	101-70276-1133	LIFE INSURANC LIFE INSURANCE FAMILY	002565	3.08
		I-23F201912244194	101-70276-1133	LIFE INSURANC LIFE INSURANCE FAMILY	002565	3.08
		I-23S201912114153	101-70276-1133	LIFE INSURANC LIFE INSURANCE SINGLE	002565	1.13
		I-23S201912244194	101-70276-1133	LIFE INSURANC LIFE INSURANCE SINGLE	002565	1.30
DEPARTMENT 0276 PARK MAINTENANCE & DEVEL.TOTAL:						40.55

01-0567	ALEX AIR APPARATUS INC					
		I-INV-40566	101-50352-2221	EQUIPMENT REP FLASHLIGHT REPAIR- UPGRADE	002531	300.00
		I-INV-40673	101-50352-2245	EQUIPMENT/TOO TECHNICAL RESCUE TOOLS	002531	10,224.00
01-1243	HARDWARE HANK					
		I-54575	101-50352-2221	EQUIPMENT REP GENERATOR REPAIR	002545	18.50
01-1267	HEIMAN INC.					
		C-0884119-CM	101-50352-2245	EQUIPMENT/TOO RETURNED HOSE	002546	5,580.00-

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	EFT #	AMOUNT
01-1267	HEIMAN INC.			continued		
		I-0883308-IN	101-50352-2245	EQUIPMENT/TOO HOSE	002546	6,555.00
		I-0884865-IN	101-50352-2221	EQUIPMENT REP KUSSMAYL COVER REPLACEMENT	002546	32.60
01-5891	ONE OFFICE SOLUTION					
		I-1959715-0	101-50352-2211	GENERAL SUPPL 2020 CALENDARS	002567	46.50
		I-1960374-0	101-50352-2211	GENERAL SUPPL WALL POCKETS, LOCKBOX	002567	79.58
					DEPARTMENT 0352 FIRE SERVICES	TOTAL: 11,676.18

01-1571	MADISON NATIONAL LIFE I					
		I-24 201912114153	101-60364-1133	LIFE INSURANC LONG TERM DISABILITY	002548	2.57
		I-24 201912114153	101-60364-1133	LIFE INSURANC LONG TERM DISABILITY	002548	7.32
	PROJ: E03-1133	SNOW REMOVAL AIRPORT		LIFE INSURANCE		
		I-24 201912114153	101-60364-1133	LIFE INSURANC LONG TERM DISABILITY	002548	2.55
	PROJ: E04-1133	BUILDING MAINTENANCE - AI		LIFE INSURANCE		
		I-24 201912114153	101-60364-1133	LIFE INSURANC LONG TERM DISABILITY	002548	1.16
	PROJ: E05-1133	GROUND MAINTENANCE - AIRP		LIFE INSURANCE		
		I-24 201912114153	101-60364-1133	LIFE INSURANC LONG TERM DISABILITY	002548	1.05
	PROJ: E06-1133	EQUIPMENT MAINTENANCE - A		LIFE INSURANCE		
		I-24 201912244194	101-60364-1133	LIFE INSURANC LONG TERM DISABILITY	002548	2.09
		I-24 201912244194	101-60364-1133	LIFE INSURANC LONG TERM DISABILITY	002548	4.70
	PROJ: E03-1133	SNOW REMOVAL AIRPORT		LIFE INSURANCE		
		I-24 201912244194	101-60364-1133	LIFE INSURANC LONG TERM DISABILITY	002548	2.16
	PROJ: E04-1133	BUILDING MAINTENANCE - AI		LIFE INSURANCE		
		I-24 201912244194	101-60364-1133	LIFE INSURANC LONG TERM DISABILITY	002548	0.29
	PROJ: E05-1133	GROUND MAINTENANCE - AIRP		LIFE INSURANCE		
		I-24 201912244194	101-60364-1133	LIFE INSURANC LONG TERM DISABILITY	002548	2.14
	PROJ: E06-1133	EQUIPMENT MAINTENANCE - A		LIFE INSURANCE		

01-5688	MINNESOTA LIFE					
		I-23F201912114153	101-60364-1133	LIFE INSURANC LIFE INSURANCE FAMILY	002565	0.63
		I-23F201912114153	101-60364-1133	LIFE INSURANC LIFE INSURANCE FAMILY	002565	2.29
	PROJ: E03-1133	SNOW REMOVAL AIRPORT		LIFE INSURANCE		
		I-23F201912114153	101-60364-1133	LIFE INSURANC LIFE INSURANCE FAMILY	002565	0.83
	PROJ: E04-1133	BUILDING MAINTENANCE - AI		LIFE INSURANCE		
		I-23F201912114153	101-60364-1133	LIFE INSURANC LIFE INSURANCE FAMILY	002565	0.41
	PROJ: E05-1133	GROUND MAINTENANCE - AIRP		LIFE INSURANCE		
		I-23F201912114153	101-60364-1133	LIFE INSURANC LIFE INSURANCE FAMILY	002565	0.26
	PROJ: E06-1133	EQUIPMENT MAINTENANCE - A		LIFE INSURANCE		
		I-23F201912244194	101-60364-1133	LIFE INSURANC LIFE INSURANCE FAMILY	002565	0.48
		I-23F201912244194	101-60364-1133	LIFE INSURANC LIFE INSURANCE FAMILY	002565	1.62
	PROJ: E03-1133	SNOW REMOVAL AIRPORT		LIFE INSURANCE		
		I-23F201912244194	101-60364-1133	LIFE INSURANC LIFE INSURANCE FAMILY	002565	0.73
	PROJ: E04-1133	BUILDING MAINTENANCE - AI		LIFE INSURANCE		
		I-23F201912244194	101-60364-1133	LIFE INSURANC LIFE INSURANCE FAMILY	002565	0.12
	PROJ: E05-1133	GROUND MAINTENANCE - AIRP		LIFE INSURANCE		
		I-23F201912244194	101-60364-1133	LIFE INSURANC LIFE INSURANCE FAMILY	002565	0.68
	PROJ: E06-1133	EQUIPMENT MAINTENANCE - A		LIFE INSURANCE		

DEPARTMENT 0364 AIRPORT TOTAL: 34.08

PACKET: 07178 EFT Payments
 VENDOR SET: 01
 FUND : 101 GENERAL FUND
 DEPARTMENT: 0453 ANIMAL IMPOUNDMENT
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	EFT #	AMOUNT
01-1571	MADISON NATIONAL LIFE I					
		I-24 201912114153	101-50453-1133	LIFE INSURANC LONG TERM DISABILITY	002548	1.20
		I-24 201912244194	101-50453-1133	LIFE INSURANC LONG TERM DISABILITY	002548	1.21
01-5688	MINNESOTA LIFE					
		I-23F201912114153	101-50453-1133	LIFE INSURANC LIFE INSURANCE FAMILY	002565	0.46
		I-23F201912244194	101-50453-1133	LIFE INSURANC LIFE INSURANCE FAMILY	002565	0.46
DEPARTMENT 0453 ANIMAL IMPOUNDMENT					TOTAL:	3.33
01-1571	MADISON NATIONAL LIFE I					
		I-24 201912114153	101-40671-1133	LIFE INSURANC LONG TERM DISABILITY	002548	7.24
		I-24 201912244194	101-40671-1133	LIFE INSURANC LONG TERM DISABILITY	002548	7.24
01-5688	MINNESOTA LIFE					
		I-23F201912114153	101-40671-1133	LIFE INSURANC LIFE INSURANCE FAMILY	002565	1.24
		I-23F201912244194	101-40671-1133	LIFE INSURANC LIFE INSURANCE FAMILY	002565	1.23
		I-23S201912114153	101-40671-1133	LIFE INSURANC LIFE INSURANCE SINGLE	002565	0.65
		I-23S201912244194	101-40671-1133	LIFE INSURANC LIFE INSURANCE SINGLE	002565	0.65
DEPARTMENT 0671 CABLE COMMISSION					TOTAL:	18.25
01-1571	MADISON NATIONAL LIFE I					
		I-24 201912114153	101-70675-1133	LIFE INSURANC LONG TERM DISABILITY	002548	17.38
		I-24 201912244194	101-70675-1133	LIFE INSURANC LONG TERM DISABILITY	002548	17.38
01-5688	MINNESOTA LIFE					
		I-23F201912114153	101-70675-1133	LIFE INSURANC LIFE INSURANCE FAMILY	002565	3.08
		I-23F201912244194	101-70675-1133	LIFE INSURANC LIFE INSURANCE FAMILY	002565	3.08
		I-23S201912114153	101-70675-1133	LIFE INSURANC LIFE INSURANCE SINGLE	002565	0.65
		I-23S201912244194	101-70675-1133	LIFE INSURANC LIFE INSURANCE SINGLE	002565	0.65
DEPARTMENT 0675 COMM SERVICES ADMIN					TOTAL:	42.22
01-1571	MADISON NATIONAL LIFE I					
		I-24 201912114153	101-40741-1133	LIFE INSURANC LONG TERM DISABILITY	002548	25.34
		I-24 201912244194	101-40741-1133	LIFE INSURANC LONG TERM DISABILITY	002548	25.34
01-5688	MINNESOTA LIFE					
		I-23F201912114153	101-40741-1133	LIFE INSURANC LIFE INSURANCE FAMILY	002565	6.16
		I-23F201912244194	101-40741-1133	LIFE INSURANC LIFE INSURANCE FAMILY	002565	6.16
DEPARTMENT 0741 CITY ADMINISTRATION					TOTAL:	63.00
01-1571	MADISON NATIONAL LIFE I					

PACKET: 07178 EFT Payments
VENDOR SET: 01
FUND : 101 GENERAL FUND
DEPARTMENT: 0821 FINANCE
BUDGET TO USE: CB-CURRENT BUDGET

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	EFT #	AMOUNT
01-1571	MADISON NATIONAL LIFE I	continued				
		I-24 201912114153	101-40821-1133	LIFE INSURANC LONG TERM DISABILITY	002548	18.09
		I-24 201912244194	101-40821-1133	LIFE INSURANC LONG TERM DISABILITY	002548	18.09
01-5688	MINNESOTA LIFE					
		I-23F201912114153	101-40821-1133	LIFE INSURANC LIFE INSURANCE FAMILY	002565	4.62
		I-23F201912244194	101-40821-1133	LIFE INSURANC LIFE INSURANCE FAMILY	002565	4.62
DEPARTMENT 0821 FINANCE					TOTAL:	45.42
01-1571	MADISON NATIONAL LIFE I					
		I-24 201912114153	101-70871-1133	LIFE INSURANC LONG TERM DISABILITY	002548	3.70
		I-24 201912244194	101-70871-1133	LIFE INSURANC LONG TERM DISABILITY	002548	3.70
01-5688	MINNESOTA LIFE					
		I-23F201912114153	101-70871-1133	LIFE INSURANC LIFE INSURANCE FAMILY	002565	1.54
		I-23F201912244194	101-70871-1133	LIFE INSURANC LIFE INSURANCE FAMILY	002565	1.54
DEPARTMENT 0871 COMMUNITY EDUCATION					TOTAL:	10.48
01-1571	MADISON NATIONAL LIFE I					
		I-24 201912114153	101-40931-1133	LIFE INSURANC LONG TERM DISABILITY	002548	16.37
		I-24 201912114153	101-40931-1133	LIFE INSURANC LONG TERM DISABILITY	002548	0.12
	PROJ: E15-1133	STORM WATER UTILITY		LIFE INSURANCE		
		I-24 201912244194	101-40931-1133	LIFE INSURANC LONG TERM DISABILITY	002548	16.37
		I-24 201912244194	101-40931-1133	LIFE INSURANC LONG TERM DISABILITY	002548	0.12
	PROJ: E15-1133	STORM WATER UTILITY		LIFE INSURANCE		
01-5688	MINNESOTA LIFE					
		I-23F201912114153	101-40931-1133	LIFE INSURANC LIFE INSURANCE FAMILY	002565	4.58
		I-23F201912114153	101-40931-1133	LIFE INSURANC LIFE INSURANCE FAMILY	002565	0.04
	PROJ: E15-1133	STORM WATER UTILITY		LIFE INSURANCE		
		I-23F201912244194	101-40931-1133	LIFE INSURANC LIFE INSURANCE FAMILY	002565	4.58
		I-23F201912244194	101-40931-1133	LIFE INSURANC LIFE INSURANCE FAMILY	002565	0.04
	PROJ: E15-1133	STORM WATER UTILITY		LIFE INSURANCE		
DEPARTMENT 0931 APPRAISING & ASSESSING					TOTAL:	42.22
01-1571	MADISON NATIONAL LIFE I					
		I-24 201912114153	101-70971-1133	LIFE INSURANC LONG TERM DISABILITY	002548	4.94
		I-24 201912244194	101-70971-1133	LIFE INSURANC LONG TERM DISABILITY	002548	4.94
01-5688	MINNESOTA LIFE					
		I-23F201912114153	101-70971-1133	LIFE INSURANC LIFE INSURANCE FAMILY	002565	1.54
		I-23F201912244194	101-70971-1133	LIFE INSURANC LIFE INSURANCE FAMILY	002565	1.54
DEPARTMENT 0971 RECREATION					TOTAL:	12.96

PACKET: 07178 EFT Payments
 VENDOR SET: 01
 FUND : 101 GENERAL FUND
 DEPARTMENT: 1231 MUNICIPAL BLDG MAINT
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	EFT #	AMOUNT
01-1571	MADISON NATIONAL LIFE I					
		I-24 201912114153	101-41231-1133	LIFE INSURANC LONG TERM DISABILITY	002548	2.16
		I-24 201912114153	101-41231-1133	LIFE INSURANC LONG TERM DISABILITY	002548	0.14
	PROJ: D02-1133	MERIT CENTER MAINTENANCE		LIFE INSURANCE		
		I-24 201912114153	101-41231-1133	LIFE INSURANC LONG TERM DISABILITY	002548	5.94
	PROJ: D05-1133	MUNICIPAL BLDG MAINTENANC		LIFE INSURANCE		
		I-24 201912114153	101-41231-1133	LIFE INSURANC LONG TERM DISABILITY	002548	0.23
	PROJ: D08-1133	SENIOR CENTER MAINTENANCE		LIFE INSURANCE		
		I-24 201912114153	101-41231-1133	LIFE INSURANC LONG TERM DISABILITY	002548	0.09
	PROJ: L66-1133	INTERIOR MAINTENANCE		LIFE INSURANCE		
		I-24 201912114153	101-41231-1133	LIFE INSURANC LONG TERM DISABILITY	002548	0.34
	PROJ: L67-1133	EXTERIOR MAINTENANCE		LIFE INSURANCE		
		I-24 201912244194	101-41231-1133	LIFE INSURANC LONG TERM DISABILITY	002548	0.51
		I-24 201912244194	101-41231-1133	LIFE INSURANC LONG TERM DISABILITY	002548	0.17
	PROJ: D02-1133	MERIT CENTER MAINTENANCE		LIFE INSURANCE		
		I-24 201912244194	101-41231-1133	LIFE INSURANC LONG TERM DISABILITY	002548	7.50
	PROJ: D05-1133	MUNICIPAL BLDG MAINTENANC		LIFE INSURANCE		
		I-24 201912244194	101-41231-1133	LIFE INSURANC LONG TERM DISABILITY	002548	0.39
	PROJ: D08-1133	SENIOR CENTER MAINTENANCE		LIFE INSURANCE		
		I-24 201912244194	101-41231-1133	LIFE INSURANC LONG TERM DISABILITY	002548	0.01
	PROJ: D13-1133	STREET DEPT MAINTENANCE		LIFE INSURANCE		
		I-24 201912244194	101-41231-1133	LIFE INSURANC LONG TERM DISABILITY	002548	0.25
	PROJ: L66-1133	INTERIOR MAINTENANCE		LIFE INSURANCE		
		I-24 201912244194	101-41231-1133	LIFE INSURANC LONG TERM DISABILITY	002548	0.07
	PROJ: L67-1133	EXTERIOR MAINTENANCE		LIFE INSURANCE		
01-2201	RUNNINGS SUPPLY INC					
		I-4783319	101-41231-2245	EQUIPMENT/TOO PICK UP TRUCK BOX	002556	279.99
01-5688	MINNESOTA LIFE					
		I-23F201912114153	101-41231-1133	LIFE INSURANC LIFE INSURANCE FAMILY	002565	0.37
		I-23F201912114153	101-41231-1133	LIFE INSURANC LIFE INSURANCE FAMILY	002565	0.05
	PROJ: D02-1133	MERIT CENTER MAINTENANCE		LIFE INSURANCE		
		I-23F201912114153	101-41231-1133	LIFE INSURANC LIFE INSURANCE FAMILY	002565	0.91
	PROJ: D05-1133	MUNICIPAL BLDG MAINTENANC		LIFE INSURANCE		
		I-23F201912114153	101-41231-1133	LIFE INSURANC LIFE INSURANCE FAMILY	002565	0.08
	PROJ: D08-1133	SENIOR CENTER MAINTENANCE		LIFE INSURANCE		
		I-23F201912114153	101-41231-1133	LIFE INSURANC LIFE INSURANCE FAMILY	002565	0.03
	PROJ: L66-1133	INTERIOR MAINTENANCE		LIFE INSURANCE		
		I-23F201912114153	101-41231-1133	LIFE INSURANC LIFE INSURANCE FAMILY	002565	0.10
	PROJ: L67-1133	EXTERIOR MAINTENANCE		LIFE INSURANCE		
		I-23F201912244194	101-41231-1133	LIFE INSURANC LIFE INSURANCE FAMILY	002565	0.20
		I-23F201912244194	101-41231-1133	LIFE INSURANC LIFE INSURANCE FAMILY	002565	0.05
	PROJ: D02-1133	MERIT CENTER MAINTENANCE		LIFE INSURANCE		
		I-23F201912244194	101-41231-1133	LIFE INSURANC LIFE INSURANCE FAMILY	002565	1.08
	PROJ: D05-1133	MUNICIPAL BLDG MAINTENANC		LIFE INSURANCE		
		I-23F201912244194	101-41231-1133	LIFE INSURANC LIFE INSURANCE FAMILY	002565	0.11
	PROJ: D08-1133	SENIOR CENTER MAINTENANCE		LIFE INSURANCE		
		I-23F201912244194	101-41231-1133	LIFE INSURANC LIFE INSURANCE FAMILY	002565	0.08
	PROJ: L66-1133	INTERIOR MAINTENANCE		LIFE INSURANCE		

PACKET: 07178 EFT Payments
 VENDOR SET: 01
 FUND : 101 GENERAL FUND
 DEPARTMENT: 1231 MUNICIPAL BLDG MAINT
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	EFT #	AMOUNT	
01-5688	MINNESOTA LIFE		continued				
		I-23F201912244194	101-41231-1133	LIFE INSURANC LIFE INSURANCE FAMILY	002565	0.02	
	PROJ: L67-1133		EXTERIOR MAINTENANCE	LIFE INSURANCE			
		I-23S201912114153	101-41231-1133	LIFE INSURANC LIFE INSURANCE SINGLE	002565	0.15	
		I-23S201912114153	101-41231-1133	LIFE INSURANC LIFE INSURANCE SINGLE	002565	0.50	
	PROJ: D05-1133		MUNICIPAL BLDG MAINTENANC	LIFE INSURANCE			
		I-23S201912244194	101-41231-1133	LIFE INSURANC LIFE INSURANCE SINGLE	002565	0.02-	
		I-23S201912244194	101-41231-1133	LIFE INSURANC LIFE INSURANCE SINGLE	002565	0.66	
	PROJ: D05-1133		MUNICIPAL BLDG MAINTENANC	LIFE INSURANCE			
		I-23S201912244194	101-41231-1133	LIFE INSURANC LIFE INSURANCE SINGLE	002565	0.01	
	PROJ: D08-1133		SENIOR CENTER MAINTENANCE	LIFE INSURANCE			
					DEPARTMENT 1231 MUNICIPAL BLDG MAINT	TOTAL:	302.17
01-0875	COMPUTER MAN INC						
		I-282639	101-41641-3311	GENERAL PROFE 11/19 SVC	002541	882.50	
					DEPARTMENT 1641 INFORMATION TECHNOLOGY	TOTAL:	882.50
01-0658	AP DESIGN						
		I-72008	101-42071-2211	GENERAL SUPPL SWEATSHIRTS	002536	91.80	
01-0836	CHARTER COMMUNICATIONS						
		I-201912244191	101-42071-2211	GENERAL SUPPL 12/1-12/31/19	002540	11.99	
01-1571	MADISON NATIONAL LIFE I						
		I-24 201912114153	101-42071-1133	LIFE INSURANC LONG TERM DISABILITY	002548	5.26	
		I-24 201912244194	101-42071-1133	LIFE INSURANC LONG TERM DISABILITY	002548	5.26	
01-5688	MINNESOTA LIFE						
		I-23F201912114153	101-42071-1133	LIFE INSURANC LIFE INSURANCE FAMILY	002565	1.54	
		I-23F201912244194	101-42071-1133	LIFE INSURANC LIFE INSURANCE FAMILY	002565	1.54	
					DEPARTMENT 2071 ADULT COMMUNITY CTR	TOTAL:	117.39
					FUND 101 GENERAL FUND	TOTAL:	24,100.12

PACKET: 07178 EFT Payments
 VENDOR SET: 01
 FUND : 211 LIBRARY FUND
 DEPARTMENT: N/A NON-DEPARTMENTAL
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	EFT #	AMOUNT
01-0583	AMERICAN FAMILY LIFE AS					
		I-41 201912114153	211-21261	AFLAC AMERICAN FAMILY INSURANCE	002534	165.36
		I-41 201912244194	211-21261	AFLAC AMERICAN FAMILY INSURANCE	002534	165.36
01-1923	NCPERS MN GROUP LIFE IN					
		I-42 201912244194	211-21256	LIFE INS-PERA NCPERS MINNESOTA - 614000	002552	16.00
01-5688	MINNESOTA LIFE					
		I-44 201912114153	211-21271	Voluntary Li VOLUNTARY SUPPLEMENTAL LIFE	002565	29.22
		I-44 201912244194	211-21271	Voluntary Li VOLUNTARY SUPPLEMENTAL LIFE	002565	29.22
					DEPARTMENT	405.16
					NON-DEPARTMENTAL	
					TOTAL:	
01-1571	MADISON NATIONAL LIFE I					
		I-24 201912114153	211-70437-1133	LIFE INSURANC LONG TERM DISABILITY	002548	32.04
		I-24 201912244194	211-70437-1133	LIFE INSURANC LONG TERM DISABILITY	002548	32.04
01-5688	MINNESOTA LIFE					
		I-23F201912114153	211-70437-1133	LIFE INSURANC LIFE INSURANCE FAMILY	002565	6.16
		I-23F201912244194	211-70437-1133	LIFE INSURANC LIFE INSURANCE FAMILY	002565	6.16
		I-23S201912114153	211-70437-1133	LIFE INSURANC LIFE INSURANCE SINGLE	002565	1.30
		I-23S201912244194	211-70437-1133	LIFE INSURANC LIFE INSURANCE SINGLE	002565	1.30
					DEPARTMENT 0437 LIBRARY	79.00
					TOTAL:	
					FUND 211 LIBRARY FUND	484.16
					TOTAL:	

PACKET: 07178 EFT Payments

VENDOR SET: 01

FUND : 221 SM CITIES DEV GRANT 2018

DEPARTMENT: 1136 GENERAL COMMUNITY DEV

BANK: AP

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	EFT #	AMOUNT
01-6126	UNITED COMMUNITY ACTION					
		I-201912244193	221-41136-3311	GENERAL PROFE SM CITIES MIF PYMT 5	002568	6,052.50
		I-201912244193	221-41136-2227	OTHER REPAIRS SM CITIES MIF PYMT 5	002568	40,350.00
					DEPARTMENT 1136 GENERAL COMMUNITY DEV	TOTAL: 46,402.50
					FUND 221 SM CITIES DEV GRANT 2018	TOTAL: 46,402.50

PACKET: 07178 EFT Payments
 VENDOR SET: 01
 FUND : 258 ASC ARENA
 DEPARTMENT: N/A NON-DEPARTMENTAL
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	EFT #	AMOUNT			
01-0560	AFSCME COUNCIL 65								
		I-83 201912114153	258-21265	UNION DUES UNION DUES AFSCM	002530	57.00			
		I-83 201912244194	258-21265	UNION DUES UNION DUES AFSCM	002530	57.00			
01-5688	MINNESOTA LIFE								
		I-44 201912114153	258-21271	VOLUNTARY LIF VOLUNTARY SUPPLEMENTAL LIFE	002565	7.27			
		I-44 201912244194	258-21271	VOLUNTARY LIF VOLUNTARY SUPPLEMENTAL LIFE	002565	7.27			
					DEPARTMENT	NON-DEPARTMENTAL	TOTAL:	128.54	
01-0802	CARLSON & STEWART REFRI								
		I-23139	258-70579-2221	EQUIPMENT REP SVC HEAT RECOVERY TANK	002538	614.50			
01-0885	CONTINENTAL RESEARCH CO								
		I-485083-CRC-2	258-70579-2211	GENERAL SUPPL CLEANING CHEMICAL	002542	457.66			
01-1090	FASTENAL COMPANY								
		I-100609	258-70579-2227	OTHER REPAIRS HVAC FILTERS	002544	389.57			
01-1571	MADISON NATIONAL LIFE I								
		I-24 201912114153	258-70579-1133	LIFE INSURANC LONG TERM DISABILITY	002548	16.45			
		I-24 201912244194	258-70579-1133	LIFE INSURANC LONG TERM DISABILITY	002548	16.45			
01-5688	MINNESOTA LIFE								
		I-23F201912114153	258-70579-1133	LIFE INSURANC LIFE INSURANCE FAMILY	002565	6.46			
		I-23F201912244194	258-70579-1133	LIFE INSURANC LIFE INSURANCE FAMILY	002565	6.47			
					DEPARTMENT 0579	AMATEUR SPORTS CENTER	TOTAL:	1,507.56	
					FUND	258	ASC ARENA	TOTAL:	1,636.10

PACKET: 07178 EFT Payments
VENDOR SET: 01
FUND : 270 MERIT
DEPARTMENT: N/A NON-DEPARTMENTAL
BUDGET TO USE: CB-CURRENT BUDGET

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	EFT #	AMOUNT			
01-0583	AMERICAN FAMILY LIFE AS								
		I-41 201912114153	270-21261	AMERICAN FAMI AMERICAN FAMILY INSURANCE	002534	47.64			
		I-41 201912244194	270-21261	AMERICAN FAMI AMERICAN FAMILY INSURANCE	002534	47.64			
01-5688	MINNESOTA LIFE								
		I-44 201912114153	270-21271	Voluntary Lif VOLUNTARY SUPPLEMENTAL LIFE	002565	0.65			
		I-44 201912244194	270-21271	Voluntary Lif VOLUNTARY SUPPLEMENTAL LIFE	002565	0.65			
					DEPARTMENT	NON-DEPARTMENTAL	TOTAL:	96.58	
01-1571	MADISON NATIONAL LIFE I								
		I-24 201912114153	270-50551-1133	LIFE INSURANC LONG TERM DISABILITY	002548	4.74			
		I-24 201912244194	270-50551-1133	LIFE INSURANC LONG TERM DISABILITY	002548	4.74			
01-5688	MINNESOTA LIFE								
		I-23F201912114153	270-50551-1133	LIFE INSURANC LIFE INSURANCE FAMILY	002565	1.54			
		I-23F201912244194	270-50551-1133	LIFE INSURANC LIFE INSURANCE FAMILY	002565	1.54			
					DEPARTMENT 0551	MERIT OPERATIONS	TOTAL:	12.56	
					FUND	270	MERIT	TOTAL:	109.14

PACKET: 07178 EFT Payments

VENDOR SET: 01

FUND : 401 CAPITAL EQUIPMENT FUND

DEPARTMENT: 0671 CABLE COMMISSION

BANK: AP

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	EFT #	AMOUNT
01-1637	MARSHALL PUBLIC SCHOOLS	I-11325	401-40671-5540	MACHINERY & E ADOBE LICENSING FOR MPS	002550	2,909.72
					DEPARTMENT 0671 CABLE COMMISSION	TOTAL: 2,909.72
					FUND 401 CAPITAL EQUIPMENT FUND	TOTAL: 2,909.72

PACKET: 07178 EFT Payments
VENDOR SET: 01
FUND : 494 CITY HALL BUILDING
DEPARTMENT: 0741 ** INVALID DEPT **
BUDGET TO USE: CB-CURRENT BUDGET

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	EFT #	AMOUNT
01-4753	ENTERPRISE LEASING CO	I-23125550	494-40741-3331	TRAVEL, CONFE AV CONSULTING/J LEE	002563	49.44
				DEPARTMENT 0741 ** INVALID DEPT **	TOTAL:	49.44
01-1938	NEWMAN SIGNS	I-TRFINVOL7742	494-41136-3346	GENERAL NOTIC DIRECTIONAL SIGNAGE	002553	941.00
	PROJ: CH1-3346	CITY HALL-NEW		GENERAL NOTICE & PUBLIC HEARIN		
				DEPARTMENT 1136 GENERAL GOVERNMENT	TOTAL:	941.00
			FUND 494	CITY HALL BUILDING	TOTAL:	990.44

PACKET: 07178 EFT Payments
 VENDOR SET: 01
 FUND : 602 WASTEWATER OPERATING
 DEPARTMENT: N/A NON-DEPARTMENTAL
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	EFT #	AMOUNT			
01-0560	AFSCME COUNCIL 65								
		I-83 201912114153	602-21265	UNION DUES UNION DUES AFSCM	002530	192.36			
		I-83 201912244194	602-21265	UNION DUES UNION DUES AFSCM	002530	196.80			
01-0583	AMERICAN FAMILY LIFE AS								
		I-41 201912114153	602-21261	AMERICAN FAMI AMERICAN FAMILY INSURANCE	002534	59.52			
		I-41 201912244194	602-21261	AMERICAN FAMI AMERICAN FAMILY INSURANCE	002534	59.52			
01-1923	NCPERS MN GROUP LIFE IN								
		I-42 201912244194	602-21256	LIFE INSURANC NCPERS MINNESOTA - 614000	002552	64.00			
01-5688	MINNESOTA LIFE								
		I-44 201912114153	602-21271	Voluntary Li VOLUNTARY SUPPLEMENTAL LIFE	002565	41.20			
		I-44 201912244194	602-21271	Voluntary Li VOLUNTARY SUPPLEMENTAL LIFE	002565	41.93			
					DEPARTMENT	NON-DEPARTMENTAL	TOTAL:	655.33	
01-0578	AMAZON CAPITAL SERVICES								
		I-1QCW-G4LT-JDH6	602-90581-2211	GENERAL SUPPL CERAMIC HEAT LAMPS	002532	98.94			
01-1090	FASTENAL COMPANY								
		I-100563	602-90581-2211	GENERAL SUPPL SUPPLIES	002544	59.03			
		I-100600	602-90581-2211	GENERAL SUPPL SUPPLIES	002544	28.93			
01-1571	MADISON NATIONAL LIFE I								
		I-24 201912114153	602-90581-1133	LIFE INSURANC LONG TERM DISABILITY	002548	60.40			
		I-24 201912244194	602-90581-1133	LIFE INSURANC LONG TERM DISABILITY	002548	61.32			
01-1839	MINNESOTA VALLEY TESTIN								
		I-1010897	602-90581-3311	GENERAL PROFE SALTY DISCHARGE	002551	117.60			
01-3566	ELECTRIC MOTOR CO								
		I-116867	602-90581-2221	EQUIPMENT REP REPAIR POLYBLEND PUMP	002559	168.19			
		I-119841	602-90581-2211	GENERAL SUPPL NEW MOTOR ATAD POLYBLEND	002559	169.03			
01-3760	GROWMARK INC.								
		I-59972910100	602-90581-2212	MOTOR FUELS, OIL DRUMS	002560	1,285.90			
01-5688	MINNESOTA LIFE								
		I-23F201912114153	602-90581-1133	LIFE INSURANC LIFE INSURANCE FAMILY	002565	17.94			
		I-23F201912244194	602-90581-1133	LIFE INSURANC LIFE INSURANCE FAMILY	002565	18.26			
		I-23S201912114153	602-90581-1133	LIFE INSURANC LIFE INSURANCE SINGLE	002565	0.65			
		I-23S201912244194	602-90581-1133	LIFE INSURANC LIFE INSURANCE SINGLE	002565	0.65			
					DEPARTMENT 0581	WW OPERATIONS	TOTAL:	2,086.84	
					FUND	602	WASTEWATER OPERATING	TOTAL:	2,742.17

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	EFT #	AMOUNT		
01-0583	AMERICAN FAMILY LIFE AS							
		I-41 201912114153	609-21261	AMERICAN FAMI AMERICAN FAMILY INSURANCE	002534	20.33		
		I-41 201912244194	609-21261	AMERICAN FAMI AMERICAN FAMILY INSURANCE	002534	20.33		
01-5688	MINNESOTA LIFE							
		I-44 201912114153	609-21271	VOLUNTARY LIF VOLUNTARY SUPPLEMENTAL LIFE	002565	9.17		
		I-44 201912244194	609-21271	VOLUNTARY LIF VOLUNTARY SUPPLEMENTAL LIFE	002565	9.17		
					DEPARTMENT	NON-DEPARTMENTAL	TOTAL:	59.00
01-0595	AMERIPRIDE SERVICES, IN							
		I-2801111169	609-90991-3311	GENERAL PROFE 12/19 SVC	002535	127.60		
01-0688	BELLBOY CORPORATION							
		I-0100627000	609-90991-3333	FREIGHT .	002537	6.83		
01-1571	MADISON NATIONAL LIFE I							
		I-24 201912114153	609-90991-1133	LIFE INSURANC LONG TERM DISABILITY	002548	17.08		
		I-24 201912244194	609-90991-1133	LIFE INSURANC LONG TERM DISABILITY	002548	17.08		
01-2049	PLUNKETTS PEST CONTROL							
		I-6509258	609-90991-3311	GENERAL PROFE 12/20/19 SVC	002555	39.27		
01-4855	SOUTHERN GLAZER'S OF MN							
		I-1903955	609-90991-3333	FREIGHT .	002564	1.80		
		I-1903956	609-90991-3333	FREIGHT .	002564	82.94		
		I-1903957	609-90991-3333	FREIGHT .	002564	3.00		
		I-1903958	609-90991-3333	FREIGHT .	002564	1.20		
		I-1903959	609-90991-3333	FREIGHT .	002564	36.20		
01-5688	MINNESOTA LIFE							
		I-23F201912114153	609-90991-1133	LIFE INSURANC LIFE INSURANCE FAMILY	002565	4.62		
		I-23F201912244194	609-90991-1133	LIFE INSURANC LIFE INSURANCE FAMILY	002565	4.62		
		I-23S201912114153	609-90991-1133	LIFE INSURANC LIFE INSURANCE SINGLE	002565	0.65		
		I-23S201912244194	609-90991-1133	LIFE INSURANC LIFE INSURANCE SINGLE	002565	0.65		
01-5891	ONE OFFICE SOLUTION							
		I-1957945-1	609-90991-2211	GENERAL SUPPL GIFT CERTIFICATES	002567	11.01		
		I-1962857-0	609-90991-2211	GENERAL SUPPL INK CARTRIDGES, GIFT CERTIFICA	002567	121.01		
		I-1963940-0	609-90991-2211	GENERAL SUPPL GIFT CERTIFICATES	002567	44.04		
		I-1963941-0	609-90991-2211	GENERAL SUPPL GIFT CERTIFICATES	002567	22.02		
					DEPARTMENT 0991	LIQUOR OPERATIONS	TOTAL:	541.62
01-0688	BELLBOY CORPORATION							
		I-0082050400	609-90992-2251	LIQUOR PURCHA .	002537	992.78		
		I-0082103100	609-90992-2251	LIQUOR PURCHA .	002537	746.95		

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	EFT #	AMOUNT
01-0688	BELLBOY CORPORATION		continued			
		I-0082103100	609-90992-2253	WINE PURCHASE .	002537	400.00
		I-0100627000	609-90992-2211	GENERAL SUPPL .	002537	310.62
		I-0100627000	609-90992-2254	GEN MDSE PURC .	002537	314.69
01-2026	PEPSI COLA BOTTLING OF					
		I-00022985122	609-90992-2254	GEN MDSE PURC .	002554	59.25
01-2538	VIKING COCA COLA BOTTLI					
		I-2454210	609-90992-2254	GEN MDSE PURC .	002557	104.00
		I-2454264	609-90992-2254	GEN MDSE PURC .	002557	167.55
01-4594	VINOCUPIA					
		I-0248166-IN	609-90992-2253	WINE PURCHASE .	002562	329.35
		I-0248166-IN	609-90992-2254	GEN MDSE PURC .	002562	120.00
		I-0248166-IN	609-90992-2251	LIQUOR PURCHA .	002562	1,130.00
01-4855	SOUTHERN GLAZER'S OF MN					
		C-9190428	609-90992-2253	WINE PURCHASE .	002564	168.00-
		C-9196167	609-90992-2251	LIQUOR PURCHA .	002564	400.00-
		I-1903956	609-90992-2251	LIQUOR PURCHA .	002564	9,023.56
		I-1903958	609-90992-2254	GEN MDSE PURC .	002564	29.00
		I-1903959	609-90992-2253	WINE PURCHASE .	002564	1,972.00
		I-201912244190	609-90992-2251	LIQUOR PURCHA .	002564	96.00
01-5731	DOLL DISTRIBUTING					
		I-227675	609-90992-2252	BEER PURCHASE .	002566	3,021.15
		I-230861	609-90992-2252	BEER PURCHASE .	002566	6,080.00
		I-232010	609-90992-2252	BEER PURCHASE .	002566	6,101.40
		I-233039	609-90992-2254	GEN MDSE PURC .	002566	157.15
		I-233039	609-90992-2252	BEER PURCHASE .	002566	6,386.75
01-6156	TRUE BRANDS					
		I-584856	609-90992-2254	GEN MDSE PURC .	002569	270.22
		I-587699	609-90992-2254	GEN MDSE PURC .	002569	478.00
					TOTAL:	37,722.42

					TOTAL:	38,323.04

PACKET: 07178 EFT Payments
VENDOR SET: 01
FUND : 630 SURFACE WATER MGT UTILITY
DEPARTMENT: 0661 SURFACE WATER MGT UTILITY
BUDGET TO USE: CB-CURRENT BUDGET

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	EFT #	AMOUNT
01-0581	AMERICAN ENGINEERING TE					
		I-909682	630-90661-5570	INFRASTRUCTUR CC DRIVE	002533	1,015.55
	PROJ: Z73-5570		COUNTRY CLUB UTILITY IMPR	INFRASTRUCTURE		
					DEPARTMENT 0661 SURFACE WATER MGT UTILITY	TOTAL: 1,015.55

					FUND 630 SURFACE WATER MGT UTILITY	TOTAL: 1,015.55
						REPORT GRAND TOTAL: 118,712.94

** G/L ACCOUNT TOTALS **

YEAR	ACCOUNT	NAME	AMOUNT	=====LINE ITEM=====			=====GROUP BUDGET=====		
				ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG	OVER BUDG	ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG	OVER BUDG
2019-2020	101-21249	COMBINED INSURANCE	275.03						
	101-21256	LIFE INSURANCE - PERA	320.00						
	101-21261	AMERICAN FAMILY LIFE INSUR	776.12						
	101-21265	UNION DUES	1,881.82						
	101-21271	Voluntary Life Ins.	835.01						
	101-33424	PERA AID *NON-EXPENS	4,223.00	14,865-		11,655.50-			
	101-40671-1133	LIFE INSURANCE & LTD	18.25	227		17.91			
	101-40741-1133	LIFE INSURANCE & LTD	63.00	783		15.46			
	101-40821-1133	LIFE INSURANCE & LTD	45.42	552		34.32			
	101-40931-1133	LIFE INSURANCE & LTD	42.22	505		15.77			
	101-41231-1133	LIFE INSURANCE & LTD	22.18	266		7.81			
	101-41231-2245	EQUIPMENT/TOOLS UP TO \$500	279.99	4,400		321.19			
	101-41641-3311	GENERAL PROFESSIONAL SERVI	882.50	0		42,234.13-	Y		
	101-42071-1133	LIFE INSURANCE & LTD	13.60	163		4.62			
	101-42071-2211	GENERAL SUPPLIES	103.79	10,815		520.90			
	101-50151-1133	LIFE INSURANCE & LTD	327.45	3,892		200.86			
	101-50151-3321	TELEPHONE & CELLULAR PHONE	360.09	18,500		2,606.01			
	101-50352-2211	GENERAL SUPPLIES	126.08	10,000		359.53-	Y		
	101-50352-2221	EQUIPMENT REPAIR & MAINTEN	351.10	38,800		4,504.33-	Y		
	101-50352-2245	EQUIPMENT/TOOLS UP TO \$500	11,199.00	35,700		1,165.49-	Y		
	101-50453-1133	LIFE INSURANCE & LTD	3.33	40		1.66			
	101-60162-1133	LIFE INSURANCE & LTD	91.70	1,122		36.44			
	101-60162-3331	TRAVEL, CONFERENCES, AND S	148.32	19,000		9,262.97			
	101-60164-1133	LIFE INSURANCE & LTD	61.35	734		21.99			
	101-60211-1133	LIFE INSURANCE & LTD	106.52	1,342		92.70			
	101-60211-2212	MOTOR FUELS, LUBRICANTS &	8.50	43,300		33,721.98-	Y		
	101-60211-2214	UNIFORMS	6.98	300		223.28			
	101-60211-2215	SAFETY WEAR & EQUIPMENT	175.00	5,750		2,692.47			
	101-60211-2221	EQUIPMENT REPAIR & MAINTEN	4.48	71,500		24,264.33-	Y		
	101-60211-3311	GENERAL PROFESSIONAL SERVI	1,155.00	18,500		96,932.13-	Y		
	101-60211-3331	TRAVEL, CONFERENCES, AND S	53.00	1,250		554.00			
	101-60364-1133	LIFE INSURANCE & LTD	34.08	316		21.70-	Y		
	101-70276-1133	LIFE INSURANCE & LTD	40.55	573		34.08			
	101-70675-1133	LIFE INSURANCE & LTD	42.22	512		24.28			
	101-70871-1133	LIFE INSURANCE & LTD	10.48	129		7.21			
	101-70971-1133	LIFE INSURANCE & LTD	12.96	153		3.06			
	211-21256	LIFE INS-PERA	16.00						
	211-21261	AFLAC	330.72						
	211-21271	Voluntary Life Ins.	58.44						
	211-70437-1133	LIFE INSURANCE/LTD	79.00	976		58.05			
	221-41136-2227	OTHER REPAIRS & MAINTENANC	40,350.00	0		184,634.00-	Y		
	221-41136-3311	GENERAL PROFESSIONAL SERVI	6,052.50	0		27,695.10-	Y		
	258-21265	UNION DUES	114.00						
	258-21271	VOLUNTARY LIFE INS	14.54						
	258-70579-1133	LIFE INSURANCE & LTD	45.83	507		47.15			

** G/L ACCOUNT TOTALS **

YEAR	ACCOUNT	NAME	AMOUNT	=====LINE ITEM=====		=====GROUP BUDGET=====	
				ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG	ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG
	258-70579-2211	GENERAL SUPPLIES	457.66	25,000		5,541.54	
	258-70579-2221	EQUIPMENT REPAIR & MAINTEN	614.50	17,000		1,675.50-	Y
	258-70579-2227	OTHER REPAIRS & MAINTENANC	389.57	20,000		12,038.66	
	270-21261	AMERICAN FAMILY LIFE INSUR	95.28				
	270-21271	Voluntary Life Ins.	1.30				
	270-50551-1133	LIFE INSURANCE & LTD	12.56	154		10.77	
	401-40671-5540	MACHINERY & EQUIPMENT	2,909.72	0		32,573.23-	Y
	494-40741-3331	TRAVEL, CONFERENCES, AND S	49.44	0		49.44-	Y
	494-41136-3346	GENERAL NOTICES & PUBLIC I	941.00	0		1,097.75-	Y
	602-21256	LIFE INSURANCE - PERA	64.00				
	602-21261	AMERICAN FAMILY LIFE INSUR	119.04				
	602-21265	UNION DUES	389.16				
	602-21271	Voluntary Life Ins.	83.13				
	602-90581-1133	LIFE INSURANCE & LTD	159.22	1,998		124.20	
	602-90581-2211	GENERAL SUPPLIES	355.93	250,000		5,832.64	
	602-90581-2212	MOTOR FUELS, LUBRICANTS &	1,285.90	50,000		3,840.30	
	602-90581-2221	EQUIPMENT REPAIR & MAINTEN	168.19	152,000		5,876.12-	Y
	602-90581-3311	GENERAL PROFESSIONAL SERVI	117.60	125,625		169,732.54-	Y
	609-21261	AMERICAN FAMILY LIFE INSUR	40.66				
	609-21271	VOLUNTARY LIFE INS	18.34				
	609-90991-1133	LIFE INSURANCE & LTD	44.70	541		21.06	
	609-90991-2211	GENERAL SUPPLIES	198.08	7,500		7,520.13-	Y
	609-90991-3311	GENERAL PROFESSIONAL SERVI	166.87	14,000		757.95-	Y
	609-90991-3333	FREIGHT	131.97	30,000		4,790.32-	Y
	609-90992-2211	GENERAL SUPPLIES	310.62	500		1,092.18-	Y
	609-90992-2251	LIQUOR PURCHASES	11,589.29	1,267,741		184,945.67-	Y
	609-90992-2252	BEER PURCHASES	21,589.30	1,704,028		272,575.10-	Y
	609-90992-2253	WINE PURCHASES	2,533.35	544,319		32,858.41-	Y
	609-90992-2254	GEN MDSE PURCHASES	1,699.86	70,496		4,088.61-	Y
	630-90661-5570	INFRASTRUCTURE	1,015.55	271,413		312,396.15-	Y
	** 2019-2020 YEAR TOTALS **		118,712.94				

** DEPARTMENT TOTALS **

ACCT	NAME	AMOUNT
101	NON-DEPARTMENTAL	8,310.98
101-0151	POLICE ADMINISTRATION	687.54
101-0162	ENGINEERING	240.02
101-0164	COMMUNITY PLANNING	61.35
101-0211	STREET ADMINISTRATION	1,509.48

** DEPARTMENT TOTALS **

ACCT	NAME	AMOUNT
101-0276	PARK MAINTENANCE & DEVEL.	40.55
101-0352	FIRE SERVICES	11,676.18
101-0364	AIRPORT	34.08
101-0453	ANIMAL IMPOUNDMENT	3.33
101-0671	CABLE COMMISSION	18.25
101-0675	COMM SERVICES ADMIN	42.22
101-0741	CITY ADMINISTRATION	63.00
101-0821	FINANCE	45.42
101-0871	COMMUNITY EDUCATION	10.48
101-0931	APPRAISING & ASSESSING	42.22
101-0971	RECREATION	12.96
101-1231	MUNICIPAL BLDG MAINT	302.17
101-1641	INFORMATION TECHNOLOGY	882.50
101-2071	ADULT COMMUNITY CTR	117.39

101 TOTAL	GENERAL FUND	24,100.12
211	NON-DEPARTMENTAL	405.16
211-0437	LIBRARY	79.00

211 TOTAL	LIBRARY FUND	484.16
221-1136	GENERAL COMMUNITY DEV	46,402.50

221 TOTAL	SM CITIES DEV GRANT 2018	46,402.50
258	NON-DEPARTMENTAL	128.54
258-0579	AMATEUR SPORTS CENTER	1,507.56

258 TOTAL	ASC ARENA	1,636.10
270	NON-DEPARTMENTAL	96.58
270-0551	MERIT OPERATIONS	12.56

270 TOTAL	MERIT	109.14
401-0671	CABLE COMMISSION	2,909.72

401 TOTAL	CAPITAL EQUIPMENT FUND	2,909.72

** DEPARTMENT TOTALS **

ACCT	NAME	AMOUNT
494-0741	** INVALID DEPT **	49.44
494-1136	GENERAL GOVERNMENT	941.00

494 TOTAL	CITY HALL BUILDING	990.44
602	NON-DEPARTMENTAL	655.33
602-0581	WW OPERATIONS	2,086.84

602 TOTAL	WASTEWATER OPERATING	2,742.17
609	NON-DEPARTMENTAL	59.00
609-0991	LIQUOR OPERATIONS	541.62
609-0992	LIQUOR PURCHASES	37,722.42

609 TOTAL	LIQUOR	38,323.04
630-0661	SURFACE WATER MGT UTILITY	1,015.55

630 TOTAL	SURFACE WATER MGT UTILITY	1,015.55

** TOTAL **		118,712.94

*** PROJECT TOTALS ***

PROJECT	LINE ITEM	AMOUNT
CH1 CITY HALL-NEW	3346 GENERAL NOTICE & PUBLIC HEARIN	941.00
	** PROJECT CH1 TOTAL **	941.00
D02 MERIT CENTER MAINTENANCE	1133 LIFE INSURANCE	0.41
	** PROJECT D02 TOTAL **	0.41
D05 MUNICIPAL BLDG MAINTENANC	1133 LIFE INSURANCE	16.59
	** PROJECT D05 TOTAL **	16.59
D08 SENIOR CENTER MAINTENANCE	1133 LIFE INSURANCE	0.82
	** PROJECT D08 TOTAL **	0.82

*** PROJECT TOTALS ***

PROJECT	LINE ITEM	AMOUNT
D13 STREET DEPT MAINTENANCE	1133 LIFE INSURANCE	0.01
	** PROJECT D13 TOTAL **	0.01
E03 SNOW REMOVAL AIRPORT	1133 LIFE INSURANCE	15.93
	** PROJECT E03 TOTAL **	15.93
E04 BUILDING MAINTENANCE - AI	1133 LIFE INSURANCE	6.27
	** PROJECT E04 TOTAL **	6.27
E05 GROUND MAINTENANCE - AIRP	1133 LIFE INSURANCE	1.98
	** PROJECT E05 TOTAL **	1.98
E06 EQUIPMENT MAINTENANCE - A	1133 LIFE INSURANCE	4.13
	** PROJECT E06 TOTAL **	4.13
E10 GROUND MAINTENANCE - PW	1133 LIFE INSURANCE	0.14
	** PROJECT E10 TOTAL **	0.14
E14 FEMA FLOOD/ICE/SNOW STOR	1133 LIFE INSURANCE	1.81
	** PROJECT E14 TOTAL **	1.81
E15 STORM WATER UTILITY	1133 LIFE INSURANCE	0.32
	** PROJECT E15 TOTAL **	0.32
E22 CORPS/DIKE TREE/VEGETATIO	1133 LIFE INSURANCE	0.54
	** PROJECT E22 TOTAL **	0.54
L66 INTERIOR MAINTENANCE	1133 LIFE INSURANCE	0.45
	** PROJECT L66 TOTAL **	0.45
L67 EXTERIOR MAINTENANCE	1133 LIFE INSURANCE	0.53
	** PROJECT L67 TOTAL **	0.53
MER MERIT CENTER	1133 LIFE INSURANCE	0.41
	** PROJECT MER TOTAL **	0.41
P07 SAFE & SOBER	1133 LIFE INSURANCE	1.04
	** PROJECT P07 TOTAL **	1.04
PG1 BLR GANG/DRUG TF-GANG	1133 LIFE INSURANCE	10.32
	** PROJECT PG1 TOTAL **	10.32

*** PROJECT TOTALS ***

PROJECT	LINE ITEM		AMOUNT
S01 SNOW REMOVAL - STREET DEP	1133	LIFE INSURANCE	46.30
		** PROJECT S01 TOTAL **	46.30
S02 EQUIPMENT REPAIR & MAINTEN	1133	LIFE INSURANCE	14.67
		** PROJECT S02 TOTAL **	14.67
S03 STREET REPAIR & MAINTENAN	1133	LIFE INSURANCE	27.72
		** PROJECT S03 TOTAL **	27.72
S05 STREET SIGNING & TRAFFIC	1133	LIFE INSURANCE	2.35
		** PROJECT S05 TOTAL **	2.35
S06 STREET SWEEPING	1133	LIFE INSURANCE	0.89
		** PROJECT S06 TOTAL **	0.89
Z52 WCA BUS SHELTER PROJECT	1133	LIFE INSURANCE	0.33
		** PROJECT Z52 TOTAL **	0.33
Z64 SARATOGA STREET RECON	1133	LIFE INSURANCE	0.77
		** PROJECT Z64 TOTAL **	0.77
Z67 SUPERIOR/MICHIGAN ROAD	1133	LIFE INSURANCE	0.14
		** PROJECT Z67 TOTAL **	0.14
Z73 COUNTRY CLUB UTILITY IMPR	1133	LIFE INSURANCE	0.14
	5570	INFRASTRUCTURE	1,015.55
		** PROJECT Z73 TOTAL **	1,015.69
Z75 S 4TH ST. RECON	1133	LIFE INSURANCE	9.61
		** PROJECT Z75 TOTAL **	9.61

1 ERROR

** END OF REPORT **

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-1	ONE TIME VENDOR					
	HOWEY, KARI	I-201912244195	101-35155	FORFEITURES HOWEY, KARI: FORFEITURE REFUND	115218	1,701.00
	QWEST CORP DBA CEN	I-201912244199	101-32268	EXCAVATION PE QWEST CORP DBA CENTURY LINK:RE	115242	50.00
01-1325	ICMA RETIREMENT TRUST #					
		I-31 201912244194	101-21253	DEFERRED COMP ICMA DEFERRED COMP	115219	300.00
01-1757	MN CHILD SUPPORT PAYMEN					
		I-C12201912244194	101-21262	CHILD SUPPORT #0014992937	115232	356.25
01-2486	UNITED WAY OF SW MINNES					
		I-201912264209	101-21266	UNITED WAY 2019 CONTRIBUTIONS	115252	815.00
01-5606	LEGALSHIELD					
		I-45 201912244194	101-21272	LEGAL SHIELD LEGALSHIELD	115224	92.70
01-5880	AMERITAS LIFE INSURANCE					
		I-29 201912244194	101-21273	VISION INSURA VISION INSURANCE	115199	223.27
				DEPARTMENT NON-DEPARTMENTAL TOTAL:		3,538.22
01-2311	SOUTHWEST GLASS CENTER					
		I-104517	101-50151-2211	GENERAL SUPPL KEY	115248	1.80
01-4140	KRUSE FORD-LINCOLN-MERC					
		I-40487	101-50151-2221	EQUIPMENT REP SVC 17 FORD EXPLORER #13100	115223	432.32
				DEPARTMENT 0151 POLICE ADMINISTRATION TOTAL:		434.12
01-1	ONE TIME VENDOR					
	CAREER TRACK	I-201912244198	101-60164-3331	TRAVEL, CONFE CAREER TRACK:REGISTRATION	115210	99.00
				DEPARTMENT 0164 COMMUNITY PLANNING TOTAL:		99.00
01-0689	BEND RITE FABRICATION I					
		I-44231	101-60211-2221	EQUIPMENT REP BASS PLOW OIL	115202	26.19
		I-44239	101-60211-2221	EQUIPMENT REP BASS PLOW	115202	265.51
01-2186	ROGGE EXCAVATING					
		I-6346	101-60211-3311	GENERAL PROFE 12/10/19 SNOW HAULING	115244	550.00
01-3925	BOYER TRUCKS					
		I-895475	101-60211-2221	EQUIPMENT REP TRUCK #4	115206	11.53
01-4250	TEMPLE DISPLAY, LTD					
		I-20611	101-60211-2211	GENERAL SUPPL DECORATION BULBS	115251	66.37

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-5006	RAFF, ED	I-201912264207	101-60211-3331	TRAVEL, CONFE 12/11 INSTALL RECERT-ARDEN HI	115243	53.00
					DEPARTMENT 0211 STREET ADMINISTRATION TOTAL:	972.60
01-0689	BEND RITE FABRICATION I	I-44236	101-70276-2221	EQUIPMENT REP SNOW BLOWER SKIDS	115202	200.00
01-5733	VAST BROADBAND	I-001744201-1219	101-70276-3321	TELEPHONE 12/06-01/05/19	115254	207.36
01-5813	ACE HOME & HARDWARE	I-107765	101-70276-2211	GENERAL SUPPL BIT SET, BLADES	115196	12.99
		I-108567	101-70276-2227	OTHER REPAIRS TOOL BLADES	115196	57.71
		I-108735	101-70276-2227	OTHER REPAIRS CONCRETE BITS, SAW BLADES	115196	52.06
					DEPARTMENT 0276 PARK MAINTENANCE & DEVEL.TOTAL:	530.12
01-1199	GRAHAM TIRE AND AUTOMOT	I-9326859	101-50352-2221	EQUIPMENT REP COMMAND VEHICLE TIRE/LUG REPLA	115215	492.40
01-1945	NORMS GTC	I-100572	101-50352-2221	EQUIPMENT REP TYRAILER ELECTRICAL CONNECTOR	115236	10.24
01-5733	VAST BROADBAND	I-015038501-1219	101-50352-3321	TELEPHONE & C 12/08-01/07/19	115254	61.94
01-5813	ACE HOME & HARDWARE	I-107765	101-50352-2245	EQUIPMENT/TOO BIT SET, BLADES	115196	25.98
01-6412	AG PLUS COOPERATIVE	I-3173	101-50352-2212	MOTOR FUELS, GENERATOR GAS	115197	5.95
01-6444	FIRST ARRIVING, LLC	I-1675	101-50352-3433	DUES & SUBSCR DIGITAL DASHBOARDS STARTUP	115214	2,041.00
					DEPARTMENT 0352 FIRE SERVICES TOTAL:	2,637.51
01-1784	MN DEPT OF TRANSPORTATI	I-201912244196	101-60364-3437	LICENSES AND LAND USE LICENSE	115233	40.00
01-3819	DACOTAH PAPER CO	I-79593	101-60364-2211	GENERAL SUPPL BATHROOM SOAP	115212	43.40
01-5095	KIBBLE EQUIPMENT	I-2186782	101-60364-2223	BUILDING REPA T HANGAR DOOR CHAIN	115221	20.22

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-5095	KIBBLE EQUIPMENT		continued			
		I-2191327	101-60364-2221	EQUIPMENT REP SKIDLOADER	115221	27.72
				DEPARTMENT 0364 AIRPORT	TOTAL:	131.34
01-1508	LOCKWOOD MOTORS INC.					
		I-47309	101-70675-2212	MOTOR FUELS, 03 DODGE VAN REPAIRS	115226	81.85
01-1632	MARSHALL MINI-STORAGE,					
		I-32443	101-70675-2211	GENERAL SUPPL #2205 STORAGE UNIT	115229	72.00
01-1945	NORMS GTC					
		I-100615	101-70675-2212	MOTOR FUELS, 03 DODGE REPAIRS	115236	11.49
				DEPARTMENT 0675 COMM SERVICES ADMIN	TOTAL:	165.34
01-0831	CGMC					
		I-201912244186	101-40741-3331	TRAVEL, CONFE 2019 CGMC CONFERENCE- K DROWN	115211	175.00
				DEPARTMENT 0741 CITY ADMINISTRATION	TOTAL:	175.00
01-0147	TAHER FOOD SERVICE					
		I-1045	101-70772-2211	GENERAL SUPPL AFTER SCHOOL PROGRAM	115250	175.50
	PROJ: 500-2211		AFTER SCHOOL CLUBS	GENERAL SUPPLIES		
				DEPARTMENT 0772 CS YOUTH ACTIVITIES	TOTAL:	175.50
01-0704	BIKE SHOP					
		I-100485	101-70774-2211	GENERAL SUPPL BIKE REPAIRS	115204	215.98
		I-100486	101-70774-2211	GENERAL SUPPL BIKE REPAIRS	115204	187.99
		I-100487	101-70774-2211	GENERAL SUPPL BIKE REPAIRS	115204	198.98
				DEPARTMENT 0774 CS GENERAL-OTHER	TOTAL:	602.95
01-1	ONE TIME VENDOR					
	RUNIA, HEIDI	I-201912244188	101-70971-3438	REFUNDS & REI RUNIA, HEIDI:MCS REFUND	115245	35.00
	PROJ: 632-3438		VOLLEYBALL WOMENS	REFUNDS & REIMBURSEMENTS		
				DEPARTMENT 0971 RECREATION	TOTAL:	35.00
01-4980	MENARDS INC					
		I-50696	101-41231-2245	EQUIPMENT/TOO TOOL BOXES	115230	17.98
				DEPARTMENT 1231 MUNICIPAL BLDG MAINT	TOTAL:	17.98

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT	
01-3819	DACOTAH PAPER CO	I-18246	101-42071-2211	GENERAL SUPPL SUPPLIES	115212	26.52	
01-6165	KOSKA, BILL	I-201912244192	101-42071-2211	GENERAL SUPPL WOODSHOP SUPPLIES	115222	90.95	
01-6279	PIONEER PHOTOGRAPHY	I-2019-89	101-42071-2211	GENERAL SUPPL CHRISTMAS PRESENTATION	115241	425.00	
					DEPARTMENT 2071 ADULT COMMUNITY CTR	TOTAL:	542.47
					FUND 101 GENERAL FUND	TOTAL:	10,057.15

12/27/2019 9:32 AM
PACKET: 07166 Regular Payments
VENDOR SET: 01
FUND : 106 PROP/MED LIABILITY INS
DEPARTMENT: 0352 FIRE SERVICES
BUDGET TO USE: CB-CURRENT BUDGET

REGULAR DEPARTMENT PAYMENT REGISTER

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-1618	MARSHALL DECORATING CEN	I-61441	106-50352-3361	GENERAL LIABI FLOORING AT STATION	115227	11,625.84
					DEPARTMENT 0352 FIRE SERVICES	TOTAL: 11,625.84
					FUND 106 PROP/MED LIABILITY INS	TOTAL: 11,625.84

PACKET: 07166 Regular Payments
VENDOR SET: 01
FUND : 208 EDA ADMINISTRATION
DEPARTMENT: 1136 GENERAL COMMUNITY DEV
BUDGET TO USE: CB-CURRENT BUDGET

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-6443	EDAM	I-201912244187	208-41136-3433	DUES & SUBSCR 2020 MEMBERSHIP	115213	295.00
					DEPARTMENT 1136 GENERAL COMMUNITY DEV	TOTAL: 295.00
					FUND 208 EDA ADMINISTRATION	TOTAL: 295.00

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT	
01-5606	LEGALSHIELD						
		I-45 201912244194	211-21272	LEGAL SHIELD LEGALSHIELD	115224	52.80	
01-5880	AMERITAS LIFE INSURANCE						
		I-29 201912244194	211-21273	VISION INSURA VISION INSURANCE	115199	43.24	
				DEPARTMENT	NON-DEPARTMENTAL	TOTAL:	96.04
				FUND	211 LIBRARY FUND	TOTAL:	96.04

12/27/2019 9:32 AM
 PACKET: 07166 Regular Payments
 VENDOR SET: 01
 FUND : 258 ASC ARENA
 DEPARTMENT: N/A NON-DEPARTMENTAL
 BUDGET TO USE: CB-CURRENT BUDGET

REGULAR DEPARTMENT PAYMENT REGISTER

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-5880	AMERITAS LIFE INSURANCE					
		I-29 201912244194	258-21273	VISION INSURA VISION INSURANCE	115199	65.23
DEPARTMENT NON-DEPARTMENTAL TOTAL:						65.23
01-6441	HOBART SALES & SERVICE					
		I-EC585130	258-70579-2221	EQUIPMENT REP FRYER REPAIRS	115217	97.00
DEPARTMENT 0579 AMATEUR SPORTS CENTER TOTAL:						97.00
FUND 258 ASC ARENA TOTAL:						162.23

12/27/2019 9:32 AM
PACKET: 07166 Regular Payments
VENDOR SET: 01
FUND : 270 MERIT
DEPARTMENT: 0551 MERIT OPERATIONS
BUDGET TO USE: CB-CURRENT BUDGET

REGULAR DEPARTMENT PAYMENT REGISTER

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-4980	MENARDS INC	I-50695	270-50551-2211	GENERAL SUPPL SUPPLIES	115230	48.20
					DEPARTMENT 0551 MERIT OPERATIONS	TOTAL: 48.20
					FUND 270 MERIT	TOTAL: 48.20

12/27/2019 9:32 AM
PACKET: 07166 Regular Payments
VENDOR SET: 01
FUND : 475 2018 PUBLIC IMPROVEMENT26
DEPARTMENT: 0211 ** INVALID DEPT **
BUDGET TO USE: CB-CURRENT BUDGET

REGULAR DEPARTMENT PAYMENT REGISTER

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-6445	CHRISTENSON, TRAVIS					
	I-6393		475-60211-5570	INFRASTRUCTUR SPRINKLER/SARATOGA	115246	3,100.00
	PROJ: Z64-5570		SARATOGA STREET RECON	INFRASTRUCTURE		
					DEPARTMENT 0211 ** INVALID DEPT **	TOTAL: 3,100.00
					FUND 475 2018 PUBLIC IMPROVEMENT26	TOTAL: 3,100.00

PACKET: 07166 Regular Payments
 VENDOR SET: 01
 FUND : 602 WASTEWATER OPERATING
 DEPARTMENT: N/A NON-DEPARTMENTAL
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT			
01-2486	UNITED WAY OF SW MINNES								
		I-201912264209	602-21266	UNITED WAY 2019 CONTRIBUTIONS	115252	780.00			
01-5606	LEGALSHIELD								
		I-45 201912244194	602-21272	LEGAL SHIELD LEGALSHIELD	115224	18.95			
01-5880	AMERITAS LIFE INSURANCE								
		I-29 201912244194	602-21273	VISION INSURA VISION INSURANCE	115199	20.61			
					DEPARTMENT	NON-DEPARTMENTAL	TOTAL:	819.56	
01-1230	HACH COMPANY								
		I-11762037	602-90581-3312	CONSULTANT FE PHOSPHAX AGREEMENT	115216	8,158.00			
01-1877	MOTION INDUSTRIES INC								
		I-MN01-176345	602-90581-2211	GENERAL SUPPL BALL BEARINGS	115235	17.34			
01-4402	UPS								
		I-000015356W509	602-90581-3322	POSTAGE SHIPPING	115253	5.93			
01-5479	MINNESOTA PUMP WORKS								
		I-00009513	602-90581-2221	EQUIPMENT REP SVC #3 TRACKING FILTER PUMP	115231	3,664.75			
01-5686	STANTON, TROY								
		C-201912264208	602-90581-2214	UNIFORMS NO CLOTHING ALLOWANCE LEFT	115249	79.99-			
		I-201912244197	602-90581-2215	SAFETY WEAR & 2019 SAFETY SHOES- T STANTON	115249	175.00			
		I-201912244197	602-90581-2214	UNIFORMS 2019 SAFETY SHOES- T STANTON	115249	79.99			
01-5813	ACE HOME & HARDWARE								
		I-108623	602-90581-2211	GENERAL SUPPL TUBING	115196	5.90			
					DEPARTMENT 0581	WW OPERATIONS	TOTAL:	12,026.92	
					FUND	602	WASTEWATER OPERATING	TOTAL:	12,846.48

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-5880	AMERITAS LIFE INSURANCE					
		I-29 201912244194	609-21273	VISION INSURA VISION INSURANCE	115199	6.85
				DEPARTMENT NON-DEPARTMENTAL	TOTAL:	6.85
01-0018	BORDER STATES ELECTRIC					
		I-919140233	609-90991-2211	GENERAL SUPPL SUPPLIES	115205	21.78
01-1399	JOHNSON BROTHERS LIQUOR					
		I-1459723	609-90991-3333	FREIGHT .	115220	46.48
		I-1459724	609-90991-3333	FREIGHT .	115220	71.84
		I-1462392	609-90991-3333	FREIGHT .	115220	30.55
		I-1462393	609-90991-3333	FREIGHT .	115220	86.19
		I-1464999	609-90991-3333	FREIGHT .	115220	38.19
		I-1465000	609-90991-3333	FREIGHT .	115220	32.11
01-1623	MARSHALL INDEPENDENT, I					
		I-055084	609-90991-2211	GENERAL SUPPL 11/19 SHOPPER & TELEMARKETER	115228	986.45
01-1864	MONTES ELECTRIC INC					
		I-18433	609-90991-2227	OTHER REPAIRS LOTTERY MACHINE	115234	351.00
01-2019	PAUSTIS WINE COMPANY					
		I-75162	609-90991-3333	FREIGHT .	115238	22.50
01-2036	PHILLIPS WINE AND SPIRI					
		I-2674080	609-90991-3333	FREIGHT .	115239	26.89
		I-2674081	609-90991-3333	FREIGHT .	115239	6.76
		I-2676212	609-90991-3333	FREIGHT .	115239	91.53
		I-2676213	609-90991-3333	FREIGHT .	115239	62.53
		I-2678061	609-90991-3333	FREIGHT .	115239	28.31
		I-2678062	609-90991-3333	FREIGHT .	115239	40.98
01-2605	WINE MERCHANTS					
		I-7266193	609-90991-3333	FREIGHT .	115255	42.26
01-3495	SMSU					
		I-201912244189	609-90991-3345	ADVERTISING ATHLETIC ENHANCEMENTS	115247	2,500.00
01-4236	C.E. SIGNS & DESIGNS					
		I-6068	609-90991-2211	GENERAL SUPPL SIGNS	115209	31.19
01-4457	BREAKTHRU BEVERAGE					
		I-1081070289	609-90991-3333	FREIGHT .	115207	0.62
		I-1081074684	609-90991-3333	FREIGHT .	115207	0.62
		I-1081074821	609-90991-3333	FREIGHT .	115207	50.25
		I-1081074822	609-90991-3333	FREIGHT .	115207	99.90
		I-1081074823	609-90991-3333	FREIGHT .	115207	2.00
				DEPARTMENT 0991 LIQUOR OPERATIONS	TOTAL:	4,670.93

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-0630	ARCTIC GLACIER					
		I-1949935711	609-90992-2254	GEN MDSE PURC .	115200	167.84
		I-1950935205	609-90992-2254	GEN MDSE PURC .	115200	62.04
01-0699	BEVERAGE WHOLESALERS					
		I-093928	609-90992-2252	BEER PURCHASE .	115203	132.75
		I-094037	609-90992-2252	BEER PURCHASE .	115203	10,704.20
		I-094038	609-90992-2252	BEER PURCHASE .	115203	606.80
		I-094834	609-90992-2252	BEER PURCHASE .	115203	10,556.70
		I-094835	609-90992-2252	BEER PURCHASE .	115203	45.40
		I-095201	609-90992-2252	BEER PURCHASE .	115203	261.50
		I-095393	609-90992-2252	BEER PURCHASE .	115203	338.05
01-1399	JOHNSON BROTHERS LIQUOR					
		I-1459723	609-90992-2251	LIQUOR PURCHA .	115220	2,766.37
		I-1459724	609-90992-2253	WINE PURCHASE .	115220	2,286.60
		I-1462392	609-90992-2251	LIQUOR PURCHA .	115220	3,083.57
		I-1462393	609-90992-2253	WINE PURCHASE .	115220	2,468.20
		I-1462394	609-90992-2252	BEER PURCHASE .	115220	112.25
		I-1464999	609-90992-2251	LIQUOR PURCHA .	115220	3,674.19
		I-1465000	609-90992-2253	WINE PURCHASE .	115220	959.45
01-1507	LOCHER BROTHERS INC					
		I-17830	609-90992-2252	BEER PURCHASE .	115225	579.65
01-2019	PAUSTIS WINE COMPANY					
		I-75162	609-90992-2253	WINE PURCHASE .	115238	878.00
		I-75407	609-90992-2253	WINE PURCHASE .	115238	960.00
01-2036	PHILLIPS WINE AND SPIRI					
		C-351294	609-90992-2254	GEN MDSE PURC .	115239	4.90-
		C-351295	609-90992-2251	LIQUOR PURCHA .	115239	3.96-
		C-351296	609-90992-2251	LIQUOR PURCHA .	115239	5.88-
		I-2674080	609-90992-2251	LIQUOR PURCHA .	115239	2,335.83
		I-2674081	609-90992-2253	WINE PURCHASE .	115239	215.00
		I-2676212	609-90992-2251	LIQUOR PURCHA .	115239	6,525.42
		I-2676213	609-90992-2253	WINE PURCHASE .	115239	1,894.25
		I-2678061	609-90992-2251	LIQUOR PURCHA .	115239	3,381.87
		I-2678062	609-90992-2254	GEN MDSE PURC .	115239	45.00
		I-2678062	609-90992-2253	WINE PURCHASE .	115239	1,178.35
01-2605	WINE MERCHANTS					
		I-7266193	609-90992-2253	WINE PURCHASE .	115255	1,520.00
01-3761	AMERICAN BOTTLING CO.					
		I-3892905020	609-90992-2254	GEN MDSE PURC .	115198	92.16
01-4457	BREAKTHRU BEVERAGE					
		C-2080259002	609-90992-2251	LIQUOR PURCHA .	115207	84.14-

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-4457	BREAKTHRU BEVERAGE		continued			
		C-2080259343	609-90992-2254	GEN MDSE PURC .	115207	13.32-
		C-2080259343	609-90992-2251	LIQUOR PURCHA .	115207	17.72-
		C-2080259657	609-90992-2251	LIQUOR PURCHA .	115207	17.45-
		I-1081070289	609-90992-2251	LIQUOR PURCHA .	115207	76.45
		I-1081074684	609-90992-2251	LIQUOR PURCHA .	115207	53.90
		I-1081074820	609-90992-2252	BEER PURCHASE .	115207	49.10
		I-1081074821	609-90992-2254	GEN MDSE PURC .	115207	148.08
		I-1081074821	609-90992-2251	LIQUOR PURCHA .	115207	3,304.94
		I-1081074822	609-90992-2253	WINE PURCHASE .	115207	3,121.00
		I-1081074823	609-90992-2251	LIQUOR PURCHA .	115207	176.00
01-5205	PAINTED PRAIRIE VINEYAR					
	I-54		609-90992-2253	WINE PURCHASE .	115237	480.00
01-5447	ARTISAN BEER COMPANY					
	I-3393124		609-90992-2252	BEER PURCHASE .	115201	127.30
	I-3393952		609-90992-2252	BEER PURCHASE .	115201	107.00
	I-3394716		609-90992-2252	BEER PURCHASE .	115201	667.90
	I-476546		609-90992-2252	BEER PURCHASE .	115201	50.00
DEPARTMENT 0992 LIQUOR PURCHASES					TOTAL:	66,045.74
FUND 609 LIQUOR					TOTAL:	70,723.52
REPORT GRAND TOTAL:						108,954.46

** G/L ACCOUNT TOTALS **

YEAR	ACCOUNT	NAME	AMOUNT	=====LINE ITEM=====			=====GROUP BUDGET=====		
				ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG	ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG
2019-2020	101-21253	DEFERRED COMP - ICMA	300.00						
	101-21262	CHILD SUPPORT	356.25						
	101-21266	UNITED WAY	815.00						
	101-21272	LEGAL SHIELD	92.70						
	101-21273	VISION INSURANCE	223.27						
	101-32268	EXCAVATION PERM*NON-EXPENS	50.00	2,000-	8,200.00				
	101-35155	FORFEITURES *NON-EXPENS	1,701.00	10,000-	23,094.73				
	101-40741-3331	TRAVEL, CONFERENCES AND SC	175.00	7,020	758.21				
	101-41231-2245	EQUIPMENT/TOOLS UP TO \$500	17.98	4,400	321.19				
	101-42071-2211	GENERAL SUPPLIES	542.47	10,815	520.90				
	101-50151-2211	GENERAL SUPPLIES	1.80	12,000	2,035.58				
	101-50151-2221	EQUIPMENT REPAIR & MAINTEN	432.32	10,000	3,465.01				
	101-50352-2212	MOTOR FUELS, LUBRICANTS &	5.95	5,000	472.48				
	101-50352-2221	EQUIPMENT REPAIR & MAINTEN	502.64	38,800	4,504.33-	Y			
	101-50352-2245	EQUIPMENT/TOOLS UP TO \$500	25.98	35,700	1,165.49-	Y			
	101-50352-3321	TELEPHONE & CELLULAR PHONE	61.94	1,500	394.69				
	101-50352-3433	DUES & SUBSCRIPTIONS	2,041.00	3,325	1,829.00-	Y			
	101-60164-3331	TRAVEL, CONFERENCES, AND S	99.00	5,000	62.27-	Y			
	101-60211-2211	GENERAL SUPPLIES	66.37	14,500	4,240.05				
	101-60211-2221	EQUIPMENT REPAIR & MAINTEN	303.23	71,500	24,264.33-	Y			
	101-60211-3311	GENERAL PROFESSIONAL SERVI	550.00	18,500	96,932.13-	Y			
	101-60211-3331	TRAVEL, CONFERENCES, AND S	53.00	1,250	554.00				
	101-60364-2211	GENERAL SUPPLIES	43.40	14,000	5,821.62-	Y			
	101-60364-2221	EQUIPMENT REPAIR & MAINTEN	27.72	15,000	5,386.94-	Y			
	101-60364-2223	BUILDING REPAIR & MAINTENA	20.22	8,500	4,599.61				
	101-60364-3437	LICENSES AND TAXES	40.00	15,000	4,209.00				
	101-70276-2211	GENERAL SUPPLIES	12.99	55,000	3,055.81-	Y			
	101-70276-2221	EQUIPMENT REPAIR & MAINTEN	200.00	18,000	269.21-	Y			
	101-70276-2227	OTHER REPAIRS & MAINTENANC	109.77	150,000	30,713.92				
	101-70276-3321	TELEPHONE	207.36	5,500	747.52				
	101-70675-2211	GENERAL SUPPLIES	72.00	4,000	2,303.19-	Y			
	101-70675-2212	MOTOR FUELS, LUBRICANTS &	93.34	600	79.51-	Y			
	101-70772-2211	GENERAL SUPPLIES	175.50	1,400	43.77-	Y			
	101-70774-2211	GENERAL SUPPLIES	602.95	15,000	82.72				
	101-70971-3438	REFUNDS & REIMBURSEMENTS	35.00	450	440.00				
	106-50352-3361	GENERAL LIABILITY INSURANC	11,625.84	0	16,625.84-	Y			
	208-41136-3433	DUES & SUBSCRIPTIONS	295.00	7,500	295.00-	Y			
	211-21272	LEGAL SHIELD	52.80						
	211-21273	VISION INSURANCE	43.24						
	258-21273	VISION INSURANCE	65.23						
	258-70579-2221	EQUIPMENT REPAIR & MAINTEN	97.00	17,000	1,675.50-	Y			
	270-50551-2211	GENERAL SUPPLIES	48.00	3,000	46.19				
	475-60211-5570	INFRASTRUCTURE	3,100.00	0	483,932.33-	Y			
	602-21266	UNITED WAY	780.00						
	602-21272	LEGAL SHIELD	18.95						

** G/L ACCOUNT TOTALS **

YEAR	ACCOUNT	NAME	AMOUNT	=====LINE ITEM=====			=====GROUP BUDGET=====		
				ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG	ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG
	602-21273	VISION INSURANCE	20.61						
	602-90581-2211	GENERAL SUPPLIES	23.24	250,000	5,832.64				
	602-90581-2214	UNIFORMS	0.00	0	242.37-	Y			
	602-90581-2215	SAFETY WEAR & EQUIPMENT	175.00	3,500	2,216.44				
	602-90581-2221	EQUIPMENT REPAIR & MAINTEN	3,664.75	152,000	5,876.12-	Y			
	602-90581-3312	CONSULTANT FEES	8,158.00	22,235	14,077.00				
	602-90581-3322	POSTAGE	5.93	1,000	826.61				
	609-21273	VISION INSURANCE	6.85						
	609-90991-2211	GENERAL SUPPLIES	1,039.42	7,500	7,520.13-	Y			
	609-90991-2227	OTHER REPAIRS & MAINTENANC	351.00	1,000	388.71				
	609-90991-3333	FREIGHT	780.51	30,000	4,790.32-	Y			
	609-90991-3345	ADVERTISING	2,500.00	30,000	2,625.72-	Y			
	609-90992-2251	LIQUOR PURCHASES	25,249.39	1,267,741	184,945.67-	Y			
	609-90992-2252	BEER PURCHASES	24,338.60	1,704,028	272,575.10-	Y			
	609-90992-2253	WINE PURCHASES	15,960.85	544,319	32,858.41-	Y			
	609-90992-2254	GEN MDSE PURCHASES	496.90	70,496	4,088.61-	Y			
**	2019-2020 YEAR TOTALS	**	108,954.46						

** DEPARTMENT TOTALS **

ACCT	NAME	AMOUNT
101	NON-DEPARTMENTAL	3,538.22
101-0151	POLICE ADMINISTRATION	434.12
101-0164	COMMUNITY PLANNING	99.00
101-0211	STREET ADMINISTRATION	972.60
101-0276	PARK MAINTENANCE & DEVEL.	530.12
101-0352	FIRE SERVICES	2,637.51
101-0364	AIRPORT	131.34
101-0675	COMM SERVICES ADMIN	165.34
101-0741	CITY ADMINISTRATION	175.00
101-0772	CS YOUTH ACTIVITIES	175.50
101-0774	CS GENERAL-OTHER	602.95
101-0971	RECREATION	35.00
101-1231	MUNICIPAL BLDG MAINT	17.98
101-2071	ADULT COMMUNITY CTR	542.47
101 TOTAL	GENERAL FUND	10,057.15

** DEPARTMENT TOTALS **

ACCT	NAME	AMOUNT
106-0352	FIRE SERVICES	11,625.84

106 TOTAL	PROP/MED LIABILITY INS	11,625.84
208-1136	GENERAL COMMUNITY DEV	295.00

208 TOTAL	EDA ADMINISTRATION	295.00
211	NON-DEPARTMENTAL	96.04

211 TOTAL	LIBRARY FUND	96.04
258	NON-DEPARTMENTAL	65.23
258-0579	AMATEUR SPORTS CENTER	97.00

258 TOTAL	ASC ARENA	162.23
270-0551	MERIT OPERATIONS	48.20

270 TOTAL	MERIT	48.20
475-0211	** INVALID DEPT **	3,100.00

475 TOTAL	2018 PUBLIC IMPROVEMENT26	3,100.00
602	NON-DEPARTMENTAL	819.56
602-0581	WW OPERATIONS	12,026.92

602 TOTAL	WASTEWATER OPERATING	12,846.48
609	NON-DEPARTMENTAL	6.85
609-0991	LIQUOR OPERATIONS	4,670.93
609-0992	LIQUOR PURCHASES	66,045.74

609 TOTAL	LIQUOR	70,723.52

	** TOTAL **	108,954.46

*** PROJECT TOTALS ***

PROJECT	LINE ITEM	AMOUNT
500 AFTER SCHOOL CLUBS	2211 GENERAL SUPPLIES	175.50
	** PROJECT 500 TOTAL **	175.50
632 VOLLEYBALL WOMENS	3438 REFUNDS & REIMBURSEMENTS	35.00
	** PROJECT 632 TOTAL **	35.00
Z64 SARATOGA STREET RECON	5570 INFRASTRUCTURE	3,100.00
	** PROJECT Z64 TOTAL **	3,100.00

1 ERROR

** END OF REPORT **

CITY OF MARSHALL, MINNESOTA
 PRIOR AND CURRENT YEARS CONSTRUCTION CONTRACTS
 1/14/2020

PROJECT #:	Coding	DATE	CONTRACTOR:	ORIGINAL CONTRACT AMOUNT:	CHANGE ORDERS	CURRENT CONTRACT AMOUNT	2018 Prior Payments	2019 Prior Payments	2020 Prior Payments	PYMTS THIS MEETING:	RETAINAGE	BALANCE:	PERCENT COMPLETE	
Z67	475-60211-5570	6/12/2018	Michigan Road/Superior Road Reonstruction	D & G Excavating	1,022,427.60	3,184.00	1,025,611.60	959,481.14	11,130.87		51,084.84	3,914.75	99.62%	
W13	602-90581-5520	5/28/2019	WWTF Improvement Project	Magney Construction, Inc.	14,074,300.00		14,074,300.00		3,618,459.20	480,806.67	215,750.84	9,759,283.29	30.66%	
	401-60364-5530	6/25/2019	Chip Seal of Roadways & Parking Lot - Airport	RH Sealcoating	46,255.80		46,255.80					46,255.80	0.00%	
MER	493-50551-5530	2/12/2019	MERIT Center Track	R & G Construction	2,731,510.08	43,827.46	2,775,337.54		2,636,570.66		138,766.88	0.00	100.00%	
	401-70276-5520		Liberty Park Bathroom	Doom & Cuypers Construction	78,286.12	(475.00)	77,811.12		50,540.81	27,270.25		0.06	100.00%	
Z52	401-41136-5530	8/13/2019	Transit ADA Bus Access Project (UCAP)(MN/DOT)	Hisken Construction Inc.	185,250.15		185,250.15					185,250.15	0.00%	
E22	630-90661-5530	9/24/2019	COE Flood Control 2019 Betterments	U.S. Army Corps of Engineers	190,000.00		190,000.00		150,483.00			39,517.00	79.20%	
CH1	494-41136-5520	11/12/2019	City Hall Renovation	Brennan Companies	6,364,650.00		6,364,650.00					6,364,650.00	0.00%	
CH1	494-41136-5520	11/12/2019	Removal of Hazardous Materials from City Hall	Advanced Health, Safety & Security	67,284.34		67,284.34					67,284.34	0.00%	
				<u>24,759,964.09</u>				<u>46,536.46</u>	<u>24,806,500.55</u>	<u>959,481.14</u>	<u>6,467,184.54</u>	<u>508,076.92</u>	<u>405,602.56</u>	<u>16,466,155.39</u>

VENDOR	I.D.	NAME	ITEM TYPE	ITEM DATE	DISCOUNT	AMOUNT	ITEM NO#	ITEM AMOUNT
4805		FURTHER						
	I-202001094231	FURTHER	D	1/10/2020		520.84	001066	
	I-5FH202001084229	EMPLOYER CONTRIB FAM HSA 5000	D	1/10/2020		2,773.47	001066	
	I-5FH202001084230	EMPLOYER CONTRIB FAM HSA 5000	D	1/10/2020		1,560.21	001066	
	I-5FV202001084229	EMPLOYER CONT FAM VEBA 5000	D	1/10/2020		759.99	001066	
	I-5FV202001084230	EMPLOYER CONT FAM VEBA 5000	D	1/10/2020		427.53	001066	
	I-5SH202001084229	EMPLOYER CONTRIB SNGL HSA 5000	D	1/10/2020		919.99	001066	
	I-5SH202001084230	EMPLOYER CONTRIB SNGL HSA 5000	D	1/10/2020		517.51	001066	
	I-5SV202001084229	EMPLOYER CONT SINGL VEBA 5000	D	1/10/2020		493.31	001066	
	I-5SV202001084230	EMPLOYER CONT SINGL VEBA 5000	D	1/10/2020		277.54	001066	
	I-HEC202001084229	EMPLOYEE HSA CONTRIBUTION	D	1/10/2020		5,746.08	001066	
	I-HEC202001084230	EMPLOYEE HSA CONTRIBUTION	D	1/10/2020		3,232.20	001066	17,228.67
1358		INTERNAL REVENUE SERVICE						
	I-T1 202001084229	FEDERAL W/H	D	1/10/2020		14,918.88	001067	
	I-T1 202001084230	FEDERAL W/H	D	1/10/2020		8,391.91	001067	
	I-T3 202001084229	SOCIAL SECURITY W/H	D	1/10/2020		15,794.32	001067	
	I-T3 202001084230	SOCIAL SECURITY W/H	D	1/10/2020		8,884.70	001067	
	I-T4 202001084229	MEDICARE W/H	D	1/10/2020		4,978.29	001067	
	I-T4 202001084230	MEDICARE W/H	D	1/10/2020		2,800.69	001067	55,768.79
3669		MINNESOTA STATE RETIREMENT SYST						
	I-27A202001084229	HEALTH CARE SAVINGS PLAN	D	1/10/2020		563.35	001068	
	I-27A202001084230	HEALTH CARE SAVINGS PLAN	D	1/10/2020		316.91	001068	
	I-27B202001084229	HEALTH CARE SAVINGS PLAN	D	1/10/2020		108.80	001068	
	I-27B202001084230	HEALTH CARE SAVINGS PLAN	D	1/10/2020		61.20	001068	
	I-27L202001084229	HEALTH CARE SAVINGS PLAN	D	1/10/2020		816.00	001068	
	I-27L202001084230	HEALTH CARE SAVINGS PLAN	D	1/10/2020		459.00	001068	
	I-27N202001084229	HEALTH CARE SAVINGS PLAN	D	1/10/2020		1,555.55	001068	
	I-27N202001084230	HEALTH CARE SAVINGS PLAN	D	1/10/2020		875.03	001068	
	I-27S202001084229	HEALTH CARE SAVINGS PLAN	D	1/10/2020		128.00	001068	
	I-27S202001084230	HEALTH CARE SAVINGS PLAN	D	1/10/2020		72.00	001068	
	I-36 202001084229	MNDP - DEFERRED COMP	D	1/10/2020		620.80	001068	
	I-36 202001084230	MNDP - DEFERRED COMP	D	1/10/2020		349.20	001068	
	I-36R202001084229	MNDP - ROTH	D	1/10/2020		227.20	001068	
	I-36R202001084230	MNDP - ROTH	D	1/10/2020		127.80	001068	6,280.84
1818		MN REVENUE						
	I-T2 202001084229	STATE W/H	D	1/10/2020		7,035.85	001069	7,035.85
1818		MN REVENUE						
	I-T2 202001084230	STATE W/H	D	1/10/2020		3,957.72	001070	3,957.72

VENDOR	I.D.	NAME	ITEM TYPE	ITEM DATE	DISCOUNT	AMOUNT	ITEM NO#	ITEM AMOUNT
2512		NATIONWIDE RETIREMENT						
	I-33 202001084229	USCM	D	1/10/2020		320.00	001071	
	I-33 202001084230	USCM	D	1/10/2020		180.00	001071	500.00
2513		NATIONWIDE RETIREMENT-FIRE						
	I-34 202001084229	USCM FIRE DEPT	D	1/10/2020		27.87	001072	
	I-34 202001084230	USCM FIRE DEPT	D	1/10/2020		15.69	001072	43.56
2028		PERA OF MINNESOTA REG						
	I-11 202001084229	PERA COUNCIL	D	1/10/2020		218.16	001073	
	I-11 202001084230	PERA COUNCIL	D	1/10/2020		122.74	001073	
	I-12 202001084229	PERA POLICE AND FIRE	D	1/10/2020		13,853.65	001073	
	I-12 202001084230	PERA POLICE AND FIRE	D	1/10/2020		7,792.72	001073	
	I-13 202001084229	PERA COORDINATED	D	1/10/2020		19,271.18	001073	
	I-13 202001084230	PERA COORDINATED	D	1/10/2020		10,840.39	001073	52,098.84
3443		VALIC DEFERRED COMP						
	I-35 202001084229	VALIC DEFERRED COMP	D	1/10/2020		638.08	001074	
	I-35 202001084230	VALIC DEFERRED COMP	D	1/10/2020		358.92	001074	
	I-35F202001084229	VALIC - FIRE DEPARTMENT	D	1/10/2020		76.42	001074	
	I-35F202001084230	VALIC - FIRE DEPARTMENT	D	1/10/2020		42.99	001074	
	I-35R202001084229	VALIC ROTH	D	1/10/2020		800.00	001074	
	I-35R202001084230	VALIC ROTH	D	1/10/2020		450.00	001074	2,366.41
6085		VOYA - INVESTORS CHOICE						
	I-37D202001084229	VOYA DEFERRED	D	1/10/2020		96.00	001075	
	I-37D202001084230	VOYA DEFERRED	D	1/10/2020		54.00	001075	
	I-37R202001084229	VOYA ROTH PLAN	D	1/10/2020		540.80	001075	
	I-37R202001084230	VOYA ROTH PLAN	D	1/10/2020		304.20	001075	995.00

* * B A N K T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	0	0.00	0.00	0.00
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	10	0.00	146,275.68	146,275.68
VOID CHECKS:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
CORRECTIONS:	0	0.00	0.00	0.00
BANK TOTALS:	10	0.00	146,275.68	146,275.68

PACKET: 07182 1/10/2020 PR lw - 1
VENDOR SET: 01 City of Marshall
BANK: ALL

*** DRAFT/OTHER LISTING ***

** REGISTER GRAND TOTALS *

* * T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	0	0.00	0.00	0.00
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	10	0.00	146,275.68	146,275.68
VOID CHECKS:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
CORRECTIONS:	0	0.00	0.00	0.00
REGISTER TOTALS:	10	0.00	146,275.68	146,275.68

** POSTING PERIOD RECAP **

FUND	PERIOD	AMOUNT
101	1/2020	108,460.49CR
211	1/2020	10,002.56CR
258	1/2020	3,754.56CR
270	1/2020	1,097.26CR
602	1/2020	17,116.21CR
609	1/2020	5,844.60CR
ALL		146,275.68CR

TOTAL ERRORS: 0

TOTAL WARNINGS: 0

PACKET: 07193 CITY EFTS
 VENDOR SET: 01
 FUND : 101 GENERAL FUND
 DEPARTMENT: 0141 MAYOR & COUNCIL
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	EFT #	AMOUNT
01-1604	MARSHALL AREA CHAMBER O	I-709	101-40141-2218	EMPLOYEE/DEPA EMPLOYEE RECOGNITION AWARDS	002866	1,470.00
					DEPARTMENT 0141 MAYOR & COUNCIL	TOTAL: 1,470.00
01-0378	BUYASSE, JASON	I-012020-CELL PHON	101-50151-3321	TELEPHONE & C	002856	30.00
01-0512	VANLEEUEWE, SARA J.	I-012020-CELL PHON	101-50151-3321	TELEPHONE & C	002862	70.00
01-3653	LANGUAGE LINE SERVICES	I-4729255	101-50151-3311	GENERAL PROFE 12/19 SVC	002845	88.62
01-4826	RIEKE, BENJAMIN	I-012020-CELL PHON	101-50151-3321	TELEPHONE & C	002874	30.00
01-5327	BAUMANN, ADAM	I-012020-CELL PHON	101-50151-3321	TELEPHONE & C	002875	30.00
01-5377	KRUK, CHRISTOPHER	I-012020-CELL PHON	101-50151-3321	TELEPHONE & C	002876	30.00
					DEPARTMENT 0151 POLICE ADMINISTRATION	TOTAL: 278.62
01-1090	FASTENAL COMPANY	I-100723	101-50156-2215	SAFETY WEAR & SSAFEY EQUIPMENT	002830	1,040.08
PROJ: PC5-2215		10/14-09/16 CAT GRANT	SAFETY EQUIPMENT			
01-4489	VERIZON WIRELESS	I-9844838512	101-50156-3321	TELEPHONE & C 11/24-12/23/19	002847	35.01
PROJ: PC5-3321		10/14-09/16 CAT GRANT	TELEPHONE			
					DEPARTMENT 0156 CHEMICAL ASSESSMENT TEAM	TOTAL: 1,075.09
01-0473	OLSON, GLENN	I-012020-CELL PHON	101-60162-3321	TELEPHONE & C	002859	80.00
01-1633	MARSHALL MUNICIPAL UTIL	I-10106	101-60162-3311	GENERAL PROFE 12/19 LOCATES	002833	12.82
01-6183	LEE, JERRED	I-012020-CELL PHON	101-60162-3321	TELEPHONE & C	002882	30.00
					DEPARTMENT 0162 ENGINEERING	TOTAL: 122.82

PACKET: 07193 CITY EFTS
 VENDOR SET: 01
 FUND : 101 GENERAL FUND
 DEPARTMENT: 0164 COMMUNITY PLANNING
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	EFT #	AMOUNT
01-0578	AMAZON CAPITAL SERVICES					
		I-1VGH-HXRD-GVW3	101-60164-2245	TOOLS & EQUIP GUTTER HOE	002823	190.85
01-2201	RUNNINGS SUPPLY INC					
		I-4787630	101-60164-2245	TOOLS & EQUIP TOW BALL, RECEIVER	002838	67.47
					DEPARTMENT 0164 COMMUNITY PLANNING	TOTAL: 258.32
01-2318	SOUTHWEST SANITATION IN					
		I-202001094234	101-70176-3384	REFUSE DISPOS 12/19 SVC	002839	0.00
01-4939	RECSUPPLY					
		I-417687	101-70176-2211	GENERAL SUPPL FUNBRELLA REPLACEMENT FRAMES	002850	7,522.89
					DEPARTMENT 0176 AQUATIC CENTER	TOTAL: 7,522.89
01-0380	CALLENS, DAVID					
		I-012020-CELL PHON	101-60211-3321	TELEPHONE & C	002857	30.00
		I-202001084216	101-60211-2211	GENERAL SUPPL DAILY PLANNER	002857	30.84
01-2318	SOUTHWEST SANITATION IN					
		I-202001094234	101-60211-3384	REFUSE DISPOS 12/19 SVC	002839	145.22
		I-202001094234	101-60211-3384	REFUSE DISPOS 12/19 SVC	002839	58.74
01-6128	ACTION CO LLC					
		I-454	101-60211-3311	GENERAL PROFE 12/30/19 SNOW HAULING	002853	935.00
01-6135	SCHUELKE, JOSEPH dba					
		I-83	101-60211-3311	GENERAL PROFE 12/30/19 SNOW HAULING	002881	831.25
		I-84	101-60211-3311	GENERAL PROFE 12/19 SNOW HAULING	002881	570.00
					DEPARTMENT 0211 STREET ADMINISTRATION	TOTAL: 2,601.05
01-1090	FASTENAL COMPANY					
		I-100697	101-70276-2211	GENERAL SUPPL MATERIALS	002830	16.18
		I-100768	101-70276-2211	GENERAL SUPPL MATERIALS	002830	1.60
01-2318	SOUTHWEST SANITATION IN					
		I-202001094234	101-70276-3384	REFUSE DISPOS 12/19 SVC	002839	235.74
		I-202001094234	101-70276-3384	REFUSE DISPOS 12/19 SVC	002839	0.00
		I-202001094234	101-70276-3384	REFUSE DISPOS 12/19 SVC	002839	0.00
01-4134	STENSRUD, PRESTON					
		I-012020-CELL PHON	101-70276-3321	TELEPHONE	002873	30.00
01-5891	ONE OFFICE SOLUTION					

PACKET: 07193 CITY EFTS
 VENDOR SET: 01
 FUND : 101 GENERAL FUND
 DEPARTMENT: 0276 PARK MAINTENANCE & DEVEL.
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	EFT #	AMOUNT	
01-5891	ONE OFFICE SOLUTION		continued				
		I-1965498-0	101-70276-2211	GENERAL SUPPL MAGNETIC BULLETIN BOARDS	002852	259.00	
						DEPARTMENT 0276 PARK MAINTENANCE & DEVEL.TOTAL:	542.52
01-1986	NORTH CENTRAL INTERNATI						
		I-362468	101-50352-2221	EQUIPMENT REP PARTS FOR AIR SYSTEM 360	002834	86.35	
01-2201	RUNNINGS SUPPLY INC						
		C-202001094233	101-50352-2211	GENERAL SUPPL FIRE RELIEF ASSOC OVERPYMT	002838	3.00-	
01-2318	SOUTHWEST SANITATION IN						
		I-202001094234	101-50352-3384	REFUSE DISPOS 12/19 SVC	002839	11.70	
01-3568	BRUNSVOLD, QUENTIN						
		I-012020-CELL PHON	101-50352-3321	TELEPHONE & C	002871	30.00	
						DEPARTMENT 0352 FIRE SERVICES TOTAL:	125.05
01-0384	COUDRON, DEAN						
		I-012020-CELL PHON	101-60364-3321	TELEPHONE	002858	30.00	
01-1986	NORTH CENTRAL INTERNATI						
		I-363133	101-60364-2221	EQUIPMENT REP FWD OIL FILTER	002834	19.29	
01-2143	THOOF T ENTERPRISES LLC						
		I-4934	101-60364-2223	BUILDING REPA A/D HALLWAY HEATER	002837	52.30	
01-2201	RUNNINGS SUPPLY INC						
		I-4783391	101-60364-2223	BUILDING REPA 1708 #1 T HANGAR	002838	219.99	
01-2318	SOUTHWEST SANITATION IN						
		I-202001094234	101-60364-3384	REFUSE DISPOS 12/19 SVC	002839	227.15	
01-2632	ZIEGLER INC						
		I-322.21	101-60364-2221	EQUIPMENT REP FWD BATTERY	002842	322.21	
01-3971	MEULEBROECK, ANDY						
		I-012020-CELL PHON	101-60364-3321	TELEPHONE	002872	30.00	
						DEPARTMENT 0364 AIRPORT TOTAL:	900.94
01-2318	SOUTHWEST SANITATION IN						
		I-202001094234	101-50453-3384	REFUSE DISPOS 12/19 SVC	002839	13.10	
						DEPARTMENT 0453 ANIMAL IMPOUNDMENT TOTAL:	13.10

PACKET: 07193 CITY EFTS
 VENDOR SET: 01
 FUND : 101 GENERAL FUND
 DEPARTMENT: 0671 CABLE COMMISSION
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	EFT #	AMOUNT
01-1575	MAILBOXES & PARCEL DEPO	I-84448	101-40671-3322	POSTAGE FREIGHT CHGS	002865	23.50
					DEPARTMENT 0671 CABLE COMMISSION	TOTAL: 23.50
01-6092	VANDERMILLEN, SCOTT	I-012020-CELL PHON	101-70675-3321	TELEPHONE & C	002880	80.00
					DEPARTMENT 0675 COMM SERVICES ADMIN	TOTAL: 80.00
01-6231	BOX, KYLE	I-012020-CELL PHON	101-40741-3321	TELEPHONE & C	002883	30.00
					DEPARTMENT 0741 CITY ADMINISTRATION	TOTAL: 30.00
01-5491	STORM, ANNETTE	I-012020-CELL PHON	101-40821-3321	TELEPHONE & C	002877	80.00
					DEPARTMENT 0821 FINANCE	TOTAL: 80.00
01-3495	SMSU	I-00215307	101-70871-2211	GENERAL SUPPL 5TH-8TH GRADE FOOTBALL	002843	224.00
PROJ: 510-2211		FOOTBALL TACKLE 5TH & 6TH		GENERAL SUPPLIES		
		I-00215307	101-70871-2211	GENERAL SUPPL 5TH-8TH GRADE FOOTBALL	002843	224.00
PROJ: 511-2211		FOOTBALL TACKLE 7TH & 8TH		GENERAL SUPPLIES		
					DEPARTMENT 0871 COMMUNITY EDUCATION	TOTAL: 448.00
01-0658	AP DESIGN	I-72226	101-70971-2211	GENERAL SUPPL ARENA STAFF SWEATSHIRTS	002825	381.00
PROJ: 215-2211		INDOOR ICE FACILITY		GENERAL SUPPLIES		
01-3495	SMSU	I-00215306	101-70971-2211	GENERAL SUPPL JR FLAG FOOTBALL	002843	150.00
PROJ: 610-2211		FOOTBALL FLAG		GENERAL SUPPLIES		
					DEPARTMENT 0971 RECREATION	TOTAL: 531.00
01-1616	MARSHALL CONVENTION & V	I-202001084225	101-41136-2219	LODGING TAX 11/19 LODGING TAX	002867	14,650.24
01-6292	MADDEN, GALANTER, HANSE	I-6292	101-41136-3313	LEGAL FEES 11/19 LEGAL SVC	002854	799.00

PACKET: 07193 CITY EFTS
 VENDOR SET: 01
 FUND : 101 GENERAL FUND
 DEPARTMENT: 1136 GEN COMM DEVELOPMENT
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	EFT #	AMOUNT
01-6387	NORTH STAR DESTINATION	I-INV-4968	101-41136-3311	GENERAL PROFE BRANDING TRAVEL EXP	002855	846.39
					DEPARTMENT 1136 GEN COMM DEVELOPMENT	TOTAL: 16,295.63
01-0491	ST AUBIN, GREGORY	I-012020-CELL PHON	101-41231-3321	TELEPHONE & C	002861	30.00
01-2201	RUNNINGS SUPPLY INC	I-4786070	101-41231-2211	GENERAL SUPPL ICE MELT	002838	25.98
01-2318	SOUTHWEST SANITATION IN	I-202001094234	101-41231-3384	REFUSE DISPOS 12/19 SVC	002839	212.68
01-3441	PROUTY, MICHELLE	I-012020-CELL PHON	101-41231-3321	TELEPHONE & C	002870	30.00
					DEPARTMENT 1231 MUNICIPAL BLDG MAINT	TOTAL: 298.66
01-1243	HARDWARE HANK	I-54716	101-42071-2221	EQUIPMENT REP CUPS FOR FRIDGE	002832	5.99
01-2143	THOOFT ENTERPRISES LLC	I-4968	101-42071-2223	BUILDING REPA NEW FURNACE	002837	2,920.00
01-2318	SOUTHWEST SANITATION IN	I-202001094234	101-42071-3384	REFUSE DISPOS 12/19 SVC	002839	129.54
01-5891	ONE OFFICE SOLUTION	I-1965733-0	101-42071-2211	GENERAL SUPPL LABELS	002852	71.30
					DEPARTMENT 2071 ADULT COMMUNITY CTR	TOTAL: 3,126.83
					FUND 101 GENERAL FUND	TOTAL: 35,824.02

PACKET: 07193 CITY EFTS
 VENDOR SET: 01
 FUND : 208 EDA ADMINISTRATION
 DEPARTMENT: 1136 GENERAL COMMUNITY DEV
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	EFT #	AMOUNT
01-1604	MARSHALL AREA CHAMBER O	I-202001104244	208-41136-3312	CONSULTANT FE 01/20 SW MN PART AGREEMENT	002866	2,284.00
					DEPARTMENT 1136 GENERAL COMMUNITY DEV	TOTAL: 2,284.00
					FUND 208 EDA ADMINISTRATION	TOTAL: 2,284.00

PACKET: 07193 CITY EFTS
 VENDOR SET: 01
 FUND : 214 EDA REVIVING FUND
 DEPARTMENT: 1136 GEN COMM DEVELOPMENT
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	EFT #	AMOUNT
01-2309	SOUTHWEST COACHES INC	I-202001094240	214-41136-3490	PAYMENT TO DE FACADE IMPROVEMENT PROGRAM	002868	2,616.21
					DEPARTMENT 1136 GEN COMM DEVELOPMENT	TOTAL: 2,616.21
					FUND 214 EDA REVIVING FUND	TOTAL: 2,616.21

PACKET: 07193 CITY EFTS
VENDOR SET: 01
FUND : 258 ASC ARENA
DEPARTMENT: 0579 AMATEUR SPORTS CENTER
BUDGET TO USE: CB-CURRENT BUDGET

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	EFT #	AMOUNT	
01-1604	MARSHALL AREA CHAMBER O	I-202001104243	258-70579-3312	CONSULTANT FE 01/20 SRASC SERV AGREEMENT	002866	7,000.00	
01-2201	RUNNINGS SUPPLY INC	I-4780845	258-70579-2211	GENERAL SUPPL SUPPLIES	002838	75.77	
		I-4785307	258-70579-2211	GENERAL SUPPL ROPE, BATTERY CLIP	002838	8.38	
		I-4788001	258-70579-2211	GENERAL SUPPL SHOVEL	002838	95.57	
01-2318	SOUTHWEST SANITATION IN	I-202001094234	258-70579-3384	REFUSE DISPOS 12/19 SVC	002839	810.68	
01-3564	KESTELOOT ENTERPRISES,	I-R041098	258-70579-2221	EQUIPMENT REP KUBOTA MOWER REPAIRS	002844	435.21	
01-6025	MELLENTHIN, CODY	I-012020-CELL PHON	258-70579-3321	TELEPHONE & C	002879	30.00	
					DEPARTMENT 0579 AMATEUR SPORTS CENTER	TOTAL:	8,455.61
					FUND 258 ASC ARENA	TOTAL:	8,455.61

PACKET: 07193 CITY EFTS
VENDOR SET: 01
FUND : 270 MERIT
DEPARTMENT: 0551 MERIT OPERATIONS
BUDGET TO USE: CB-CURRENT BUDGET

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	EFT #	AMOUNT
01-2112	R and G CONSTRUCTION CO	I-2443	270-50551-2211	GENERAL SUPPL TRAFFIC CONES	002836	1,399.00
01-2318	SOUTHWEST SANITATION IN	I-202001094234	270-50551-3384	REFUSE DISPOS 12/19 SVC	002839	13.10
01-6128	ACTION CO LLC	I-430	270-50551-3311	GENERAL PROFE 12/19 SNOW REMOVAL	002853	2,645.00
DEPARTMENT 0551 MERIT OPERATIONS					TOTAL:	4,057.10
FUND 270 MERIT					TOTAL:	4,057.10

PACKET: 07193 CITY EFTS
 VENDOR SET: 01
 FUND : 321 2010 A MRSHL LYON LIBRARY
 DEPARTMENT: 6420 DEBT SERVICE
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	EFT #	AMOUNT
01-2340	BAKER TILLY MUNICIPAL A	I-BTMA3442	321-96420-3311	GENERAL PROFE 2019 CONTINUING DISCLOSURE	002840	281.25
					DEPARTMENT 6420 DEBT SERVICE	TOTAL: 281.25
					FUND 321 2010 A MRSHL LYON LIBRARY	TOTAL: 281.25

PACKET: 07193 CITY EFTS
 VENDOR SET: 01
 FUND : 322 2014B MERIT/SMASC
 DEPARTMENT: 6420 DEBT SERVICE
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	EFT #	AMOUNT
01-2340	BAKER TILLY MUNICIPAL A	I-BTMA3442	322-96420-3311	GENERAL PROFE 2019 CONTINUING DISCLOSURE	002840	281.25
					DEPARTMENT 6420 DEBT SERVICE	TOTAL: 281.25
					FUND 322 2014B MERIT/SMASC	TOTAL: 281.25

PACKET: 07193 CITY EFTS
 VENDOR SET: 01
 FUND : 325 2015 A-CIP RALCO
 DEPARTMENT: 6420 DEBT SERVICE
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	EFT #	AMOUNT
01-2340	BAKER TILLY MUNICIPAL A	I-BTMA3442	325-96420-3311	GENERAL PROFE 2019 CONTINUING DISCLOSURE	002840	73.18
					DEPARTMENT 6420 DEBT SERVICE	TOTAL: 73.18
					FUND 325 2015 A-CIP RALCO	TOTAL: 73.18

PACKET: 07193 CITY EFTS
 VENDOR SET: 01
 FUND : 359 2015 PUBLIC IMPROVEMENTS
 DEPARTMENT: 6420 DEBT SERVICE
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	EFT #	AMOUNT
01-2340	BAKER TILLY MUNICIPAL A	I-BTMA3442	359-96420-3311	GENERAL PROFE 2019 CONTINUING DISCLOSURE	002840	143.44
					DEPARTMENT 6420 DEBT SERVICE	TOTAL: 143.44
					FUND 359 2015 PUBLIC IMPROVEMENTS	TOTAL: 143.44

PACKET: 07193 CITY EFTS
 VENDOR SET: 01
 FUND : 360 2016 B PUBLIC IMPROVEMENT
 DEPARTMENT: 6420 DEBT SERVICE
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	EFT #	AMOUNT
01-2340	BAKER TILLY MUNICIPAL A	I-BTMA3442	360-96420-3311	GENERAL PROFE 2019 CONTINUING DISCLOSURE	002840	174.21
					DEPARTMENT 6420 DEBT SERVICE	TOTAL: 174.21
					FUND 360 2016 B PUBLIC IMPROVEMENT	TOTAL: 174.21

PACKET: 07193 CITY EFTS
 VENDOR SET: 01
 FUND : 362 2017A GO IMPROVE BOND
 DEPARTMENT: 6420 DEBT SERVICE
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	EFT #	AMOUNT
01-2340	BAKER TILLY MUNICIPAL A	I-BTMA3442	362-96420-3311	GENERAL PROFE 2019 CONTINUING DISCLOSURE	002840	262.72
DEPARTMENT 6420 DEBT SERVICE						TOTAL: 262.72
FUND 362 2017A GO IMPROVE BOND						TOTAL: 262.72

PACKET: 07193 CITY EFTS
 VENDOR SET: 01
 FUND : 368 2010B PUBLIC IMPROVEMENTS
 DEPARTMENT: 6420 DEBT SERVICE
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	EFT #	AMOUNT
01-2340	BAKER TILLY MUNICIPAL A	I-BTMA3442	368-96420-3311	GENERAL PROFE 2019 CONTINUING DISCLOSURE	002840	152.94
					DEPARTMENT 6420 DEBT SERVICE	TOTAL: 152.94
					FUND 368 2010B PUBLIC IMPROVEMENTS	TOTAL: 152.94

PACKET: 07193 CITY EFTS
 VENDOR SET: 01
 FUND : 369 2011B PUBLIC IMPROVEMENS
 DEPARTMENT: 6420 DEBT SERVICE
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	EFT #	AMOUNT
01-2340	BAKER TILLY MUNICIPAL A	I-BTMA3442	369-96420-3311	GENERAL PROFE 2019 CONTINUING DISCLOSURE	002840	207.17
					DEPARTMENT 6420 DEBT SERVICE	TOTAL: 207.17
					FUND 369 2011B PUBLIC IMPROVEMENS	TOTAL: 207.17

PACKET: 07193 CITY EFTS
 VENDOR SET: 01
 FUND : 370 2011A GO TAX INCR BONDS
 DEPARTMENT: 6420 DEBT SERVICE
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	EFT #	AMOUNT
01-2340	BAKER TILLY MUNICIPAL A	I-BTMA3442	370-96420-3311	GENERAL PROFE 2019 CONTINUING DISCLOSURE	002840	112.95
					DEPARTMENT 6420 DEBT SERVICE	TOTAL: 112.95
					FUND 370 2011A GO TAX INCR BONDS	TOTAL: 112.95

PACKET: 07193 CITY EFTS
 VENDOR SET: 01
 FUND : 371 2012 PUBLIC IMPROV
 DEPARTMENT: 6420 DEBT SERVICE
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	EFT #	AMOUNT
01-2340	BAKER TILLY MUNICIPAL A	I-BTMA3442	371-96420-3311	GENERAL PROFE 2019 CONTINUING DISCLOSURE	002840	168.05
					DEPARTMENT 6420 DEBT SERVICE	TOTAL: 168.05
					FUND 371 2012 PUBLIC IMPROV	TOTAL: 168.05

PACKET: 07193 CITY EFTS
 VENDOR SET: 01
 FUND : 372 2013 PUBLIC IMPROV
 DEPARTMENT: 6420 DEBT SERVICE
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	EFT #	AMOUNT
01-2340	BAKER TILLY MUNICIPAL A	I-BTMA3442	372-96420-3311	GENERAL PROFE 2019 CONTINUING DISCLOSURE	002840	281.25
					DEPARTMENT 6420 DEBT SERVICE	TOTAL: 281.25
					FUND 372 2013 PUBLIC IMPROV	TOTAL: 281.25

PACKET: 07193 CITY EFTS
 VENDOR SET: 01
 FUND : 373 2014C WW DS
 DEPARTMENT: 6420 DEBT SERVICE
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	EFT #	AMOUNT
01-2340	BAKER TILLY MUNICIPAL A	I-BTMA3442	373-96420-3311	GENERAL PROFE 2019 CONTINUING DISCLOSURE	002840	162.93
					DEPARTMENT 6420 DEBT SERVICE	TOTAL: 162.93
					FUND 373 2014C WW DS	TOTAL: 162.93

PACKET: 07193 CITY EFTS
 VENDOR SET: 01
 FUND : 374 2015 A GO-23 PED BRIDGE
 DEPARTMENT: 6420 DEBT SERVICE
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	EFT #	AMOUNT
01-2340	BAKER TILLY MUNICIPAL A	I-BTMA3442	374-96420-3311	GENERAL PROFE 2019 CONTINUING DISCLOSURE	002840	208.07
					DEPARTMENT 6420 DEBT SERVICE	TOTAL: 208.07
					FUND 374 2015 A GO-23 PED BRIDGE	TOTAL: 208.07

PACKET: 07193 CITY EFTS
 VENDOR SET: 01
 FUND : 375 2018A GO BOND
 DEPARTMENT: 6420 DEBT SERVICE
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	EFT #	AMOUNT
01-2340	BAKER TILLY MUNICIPAL A	I-BTMA3442	375-96420-3311	GENERAL PROFE 2019 CONTINUING DISCLOSURE	002840	182.95
					DEPARTMENT 6420 DEBT SERVICE	TOTAL: 182.95
					FUND 375 2018A GO BOND	TOTAL: 182.95

PACKET: 07193 CITY EFTS
 VENDOR SET: 01
 FUND : 376 2016C TAX ABATEMENT
 DEPARTMENT: 6420 DEBT SERVICE
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	EFT #	AMOUNT
01-2340	BAKER TILLY MUNICIPAL A	I-BTMA3442	376-96420-3311	GENERAL PROFE 2019 CONTINUING DISCLOSURE	002840	281.25
					DEPARTMENT 6420 DEBT SERVICE	TOTAL: 281.25
					FUND 376 2016C TAX ABATEMENT	TOTAL: 281.25

PACKET: 07193 CITY EFTS
 VENDOR SET: 01
 FUND : 377 2017B GO BOND
 DEPARTMENT: 6420 DEBT SERVICE
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	EFT #	AMOUNT
01-2340	BAKER TILLY MUNICIPAL A	I-BTMA3442	377-96420-3311	GENERAL PROFE 2019 CONTINUING DISCLOSURE	002840	208.88
					DEPARTMENT 6420 DEBT SERVICE	TOTAL: 208.88
					FUND 377 2017B GO BOND	TOTAL: 208.88

PACKET: 07193 CITY EFTS
 VENDOR SET: 01
 FUND : 401 CAPITAL EQUIPMENT FUND
 DEPARTMENT: 0276 PARK MAINTENANCE & DEVEL.
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	EFT #	AMOUNT
01-4126	DOOM & CUYPER CONSTRUCT	I-202001084219	401-70276-5520	BUILDINGS & S LIBERTY BATHROOM	002846	27,270.25
DEPARTMENT 0276 PARK MAINTENANCE & DEVEL.TOTAL:						27,270.25
FUND 401 CAPITAL EQUIPMENT FUND TOTAL:						27,270.25

PACKET: 07193 CITY EFTS
 VENDOR SET: 01
 FUND : 494 CITY HALL BUILDING
 DEPARTMENT: 1136 GENERAL GOVERNMENT
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	EFT #	AMOUNT
01-3495	SMSU	I-00215610	494-41136-5520	BUILDINGS & S SMSU TEMP ELECTRICAL WORK	002843	9,990.00
					DEPARTMENT 1136 GENERAL GOVERNMENT	TOTAL: 9,990.00
					FUND 494 CITY HALL BUILDING	TOTAL: 9,990.00

PACKET: 07193 CITY EFTS
 VENDOR SET: 01
 FUND : 602 WASTEWATER OPERATING
 DEPARTMENT: 0581 WW OPERATIONS
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	EFT #	AMOUNT
01-0477	PRZYBILLA, SCOTT	I-012020-CELL PHON	602-90581-3321	TELEPHONE & C 07/19-09/19	002860	30.00
01-0513	VANMOER, ROBERT	I-012020-CELL PHON	602-90581-3321	TELEPHONE & C	002863	30.00
01-0581	AMERICAN ENGINEERING TE	I-1301918	602-90581-5520	BUILDINGS & 12/19 WWTF IMPROVEMENTS	002824	1,784.60
	PROJ: W13-5520	WWTF IMPROVEMENTS		BUILDING & STRUCTURES		
01-0724	BOLTON & MENK INC	I-0244146	602-90581-5520	BUILDINGS & 11/16-12/13/19 SVC WWTF IMPROV	002826	19,243.00
	PROJ: W13-5520	WWTF IMPROVEMENTS		BUILDING & STRUCTURES		
01-0815	CATTOOR OIL COMPANY INC	I-162056	602-90581-2212	MOTOR FUELS, FUEL ATAD, PLANT GENERATORS	002828	1,676.34
01-0818	CAUWELS, ROGER	I-012020-CELL PHON	602-90581-3321	TELEPHONE & C	002864	30.00
01-1090	FASTENAL COMPANY	I-100692	602-90581-2211	GENERAL SUPPL TOWELS	002830	70.48
01-1201	GRAINGER INC	I-9394823984	602-90581-2211	GENERAL SUPPL CLAMP	002831	16.18
01-2318	SOUTHWEST SANITATION IN	I-202001094234	602-90581-3384	REFUSE DISPOS 12/19 SVC	002839	0.00
		I-202001094234	602-90581-3384	REFUSE DISPOS 12/19 SVC	002839	252.82
01-2340	BAKER TILLY MUNICIPAL A	I-BTMA3442	602-90581-3311	GENERAL PROFE 2019 CONTINUING DISCLOSURE	002840	64.97
		I-BTMA3442	602-90581-3311	GENERAL PROFE 2019 CONTINUING DISCLOSURE	002840	85.73
		I-BTMA3442	602-90581-3311	GENERAL PROFE 2019 CONTINUING DISCLOSURE	002840	28.13
		I-BTMA3442	602-90581-3311	GENERAL PROFE 2019 CONTINUING DISCLOSURE	002840	113.20
		I-BTMA3442	602-90581-3311	GENERAL PROFE 2019 CONTINUING DISCLOSURE	002840	118.32
		I-BTMA3442	602-90581-3311	GENERAL PROFE 2019 CONTINUING DISCLOSURE	002840	137.81
		I-BTMA3442	602-90581-3311	GENERAL PROFE 2019 CONTINUING DISCLOSURE	002840	24.13
		I-BTMA3442	602-90581-3311	GENERAL PROFE 2019 CONTINUING DISCLOSURE	002840	281.25
		I-BTMA3442	602-90581-3311	GENERAL PROFE 2019 CONTINUING DISCLOSURE	002840	72.37
		I-BTMA3442	602-90581-3311	GENERAL PROFE 2019 CONTINUING DISCLOSURE	002840	48.67
01-2632	ZIEGLER INC	I-PC040339558	602-90581-2212	MOTOR FUELS, AG CHEM FILTERS	002842	175.00
01-3342	TRUEDSON, SCOTT	I-012020-CELL PHON	602-90581-3321	TELEPHONE & C	002869	30.00
DEPARTMENT 0581 WW OPERATIONS					TOTAL:	24,313.00
FUND 602 WASTEWATER OPERATING					TOTAL:	24,313.00

PACKET: 07193 CITY EFTS
 VENDOR SET: 01
 FUND : 609 LIQUOR
 DEPARTMENT: 0991 LIQUOR OPERATIONS
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	EFT #	AMOUNT
01-0578	AMAZON CAPITAL SERVICES					
		I-1QD9-9YKJ-9JYT	609-90991-2211	GENERAL SUPPL GUTTER HOE	002823	25.29
		I-1W9D-YVP1-TXLM	609-90991-2211	GENERAL SUPPL SUPPLIES	002823	82.97
01-0802	CARLSON & STEWART REFRI					
		I-22913	609-90991-2221	EQUIPMENT REP SVC NORTH UNIT-CRANK HEATERS	002827	264.20
01-2318	SOUTHWEST SANITATION IN					
		I-202001094234	609-90991-3384	REFUSE DISPOS 12/19 SVC	002839	0.00
		I-202001094234	609-90991-3384	REFUSE DISPOS 12/19 SVC	002839	216.45
01-4855	SOUTHERN GLAZER'S OF MN					
		I-1906812	609-90991-3333	FREIGHT .	002849	44.40
		I-1906813	609-90991-3333	FREIGHT .	002849	1.20
		I-1906814	609-90991-3333	FREIGHT .	002849	1.20
		I-1906815	609-90991-3333	FREIGHT .	002849	29.10
		I-1906816	609-90991-3333	FREIGHT .	002849	1.20
		I-1906817	609-90991-3333	FREIGHT .	002849	1.20
01-5731	DOLL DISTRIBUTING					
		I-234955	609-90991-3333	FREIGHT .	002851	51.00
01-6323	LUTHER, ERIC					
		I-012020-CELLPHONE	609-90991-3321	TELEPHONE	002884	30.00
DEPARTMENT 0991 LIQUOR OPERATIONS					TOTAL:	748.21
01-2026	PEPSI COLA BOTTLING OF					
		I-0002300814	609-90992-2254	GEN MDSE PURC .	002835	59.25
01-2538	VIKING COCA COLA BOTTLI					
		I-2454316	609-90992-2254	GEN MDSE PURC .	002841	177.60
01-4594	VINOUCUPIA					
		I-0248588-IN	609-90992-2251	LIQUOR PURCHA .	002848	633.65
		I-0248588-IN	609-90992-2253	WINE PURCHASE .	002848	152.00
01-4855	SOUTHERN GLAZER'S OF MN					
		I-1906812	609-90992-2251	LIQUOR PURCHA .	002849	4,649.36
		I-1906813	609-90992-2251	LIQUOR PURCHA .	002849	270.67
		I-1906814	609-90992-2254	GEN MDSE PURC .	002849	29.00
		I-1906815	609-90992-2253	WINE PURCHASE .	002849	1,246.91
01-5731	DOLL DISTRIBUTING					
		I-233922	609-90992-2254	GEN MDSE PURC .	002851	42.00
		I-234955	609-90992-2252	BEER PURCHASE .	002851	4,170.85
		I-236114	609-90992-2254	GEN MDSE PURC .	002851	28.00
		I-236114	609-90992-2252	BEER PURCHASE .	002851	12,227.15

PACKET: 07193 CITY EFTS
VENDOR SET: 01
FUND : 609 LIQUOR
DEPARTMENT: 0992 LIQUOR PURCHASES
BUDGET TO USE: CB-CURRENT BUDGET

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	EFT #	AMOUNT
01-6415	FOXHOLE BREWHOUSE	I-000621	609-90992-2252	BEER PURCHASE .	002885	312.00
					DEPARTMENT 0992 LIQUOR PURCHASES	TOTAL: 23,998.44
					FUND 609 LIQUOR	TOTAL: 24,746.65

PACKET: 07193 CITY EFTS
 VENDOR SET: 01
 FUND : 630 SURFACE WATER MGT UTILITY
 DEPARTMENT: 0661 SURFACE WATER MGT UTILITY
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	EFT #	AMOUNT
01-0934	D & G EXCAVATING INC	I-84525	630-90661-2227	OTHER REPAIRS NORTH BRUCE ST RIPRAP	002829	1,215.13
01-5837	ANDERSON, JASON	I-012020-CELL PHON	630-90661-3321	TELEPHONE & C	002878	70.00
DEPARTMENT 0661 SURFACE WATER MGT UTILITY						TOTAL: 1,285.13
01-2340	BAKER TILLY MUNICIPAL A	I-BTMA3442	630-96420-3311	GENERAL PROFE 2019 CONTINUING DISCLOSURE	002840	63.34
		I-BTMA3442	630-96420-3311	GENERAL PROFE 2019 CONTINUING DISCLOSURE	002840	82.58
		I-BTMA3442	630-96420-3311	GENERAL PROFE 2019 CONTINUING DISCLOSURE	002840	45.96
		I-BTMA3442	630-96420-3311	GENERAL PROFE 2019 CONTINUING DISCLOSURE	002840	82.91
		I-BTMA3442	630-96420-3311	GENERAL PROFE 2019 CONTINUING DISCLOSURE	002840	18.53
		I-BTMA3442	630-96420-3311	GENERAL PROFE 2019 CONTINUING DISCLOSURE	002840	49.61
DEPARTMENT 6420 DEBT SERVICE						TOTAL: 342.93
FUND 630 SURFACE WATER MGT UTILITY						TOTAL: 1,628.06
REPORT GRAND TOTAL:						144,367.39

** G/L ACCOUNT TOTALS **

YEAR	ACCOUNT	NAME	AMOUNT	=====LINE ITEM=====			=====GROUP BUDGET=====		
				ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG	ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG
2019-2020	101-40141-2218	EMPLOYEE/DEPARTMENT RECOGN	1,470.00	12,500	2,372.48				
	101-40671-3322	POSTAGE	23.50	150	53.57				
	101-41136-2219	LODGING TAX	14,650.24	161,500	3,677.25-	Y			
	101-41136-3311	GENERAL PROFESSIONAL SERVI	846.39	44,536	35,420.89-	Y			
	101-41136-3313	LEGAL FEES	799.00	15,000	3,125.44				
	101-41231-2211	GENERAL SUPPLIES	25.98	6,700	198.94-	Y			
	101-41231-3384	REFUSE DISPOSAL	212.68	1,632	208.63				
	101-42071-2211	GENERAL SUPPLIES	71.30	10,815	44.63-	Y			
	101-42071-2221	EQUIPMENT REPAIR & MAINTEN	5.99	927	592.07				
	101-42071-2223	BUILDING REPAIR & MAINTENA	2,920.00	3,316	5,823.00-	Y			
	101-42071-3384	REFUSE DISPOSAL	129.54	1,734	179.52				
	101-50151-3311	GENERAL PROFESSIONAL SERVI	88.62	145,000	45,279.61				
	101-50156-2215	SAFETY WEAR & EQUIPMENT	1,040.08	5,000	2,591.50-	Y			
	101-50156-3321	TELEPHONE & CELLULAR PHONE	35.01	0	2,500.14-	Y			
	101-50352-2211	GENERAL SUPPLIES	3.00-	10,000	364.42-	Y			
	101-50352-2221	EQUIPMENT REPAIR & MAINTEN	86.35	38,800	5,017.90-	Y			
	101-50352-3384	REFUSE DISPOSAL	11.70	1,020	823.44				
	101-50453-3384	REFUSE DISPOSAL	13.10	102	49.60				
	101-60162-3311	GENERAL PROFESSIONAL SERVI	12.82	1,000	892.76-	Y			
	101-60164-2245	TOOLS & EQUIPMENT UP TO \$5	258.32	1,000	181.70				
	101-60211-2211	GENERAL SUPPLIES	30.84	14,500	4,209.21				
	101-60211-3311	GENERAL PROFESSIONAL SERVI	2,336.25	18,500	99,885.88-	Y			
	101-60211-3384	REFUSE DISPOSAL	203.96	4,386	1,683.46				
	101-60364-2221	EQUIPMENT REPAIR & MAINTEN	341.50	15,000	5,728.44-	Y			
	101-60364-2223	BUILDING REPAIR & MAINTENA	272.29	8,500	4,316.03				
	101-60364-3384	REFUSE DISPOSAL	227.15	3,264	424.35				
	101-70176-2211	GENERAL SUPPLIES	7,522.89	36,000	3,554.01-	Y			
	101-70176-3384	REFUSE DISPOSAL	0.00	459	106.62				
	101-70276-2211	GENERAL SUPPLIES	276.78	55,000	3,332.59-	Y			
	101-70276-3384	REFUSE DISPOSAL	235.74	4,080	709.15				
	101-70871-2211	GENERAL SUPPLIES	448.00	11,200	2,684.26				
	101-70971-2211	GENERAL SUPPLIES	531.00	41,000	6,535.99-	Y			
	214-41136-3490	PAYMENT TO DEVELOPER	2,616.21	0	4,554.73-	Y			
	258-70579-2211	GENERAL SUPPLIES	179.72	25,000	5,347.07				
	258-70579-2221	EQUIPMENT REPAIR & MAINTEN	435.21	17,000	2,684.55-	Y			
	258-70579-3384	REFUSE DISPOSAL	810.68	9,923	168.84				
	270-50551-2211	GENERAL SUPPLIES	1,399.00	3,000	1,352.81-	Y			
	270-50551-3311	GENERAL PROFESSIONAL SERVI	2,645.00	9,420	3,074.24-	Y			
	270-50551-3384	REFUSE DISPOSAL	13.10	350	39.30				
	321-96420-3311	GENERAL PROFESSIONAL SVC	281.25	200	81.25-	Y			
	322-96420-3311	GENERAL PROFESSIONAL SVC	281.25	200	81.25-	Y			
	325-96420-3311	GENERAL PROFESSIONAL SVC	73.18	52	21.18-	Y			
	359-96420-3311	GENERAL PROFESSIONAL SVC	143.44	102	41.44-	Y			
	360-96420-3311	GENERAL PROFESSIONAL SERVI	174.21	124	96.21-	Y			
	362-96420-3311	GENERAL PROFESSIONAL SERVI	262.72	187	75.72-	Y			

** G/L ACCOUNT TOTALS **

YEAR	ACCOUNT	NAME	AMOUNT	=====LINE ITEM=====			=====GROUP BUDGET=====		
				ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG	ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG
	368-96420-3311	GENERAL PROFESSIONAL SERVI	152.94	109	643.94-	Y			
	369-96420-3311	GENERAL PROFESSIONAL SVC	207.17	147	60.17-	Y			
	370-96420-3311	GENERAL PROFESSIONAL SVC	112.95	80	32.95-	Y			
	371-96420-3311	GENERAL PROFESSIONAL SVC	168.05	120	48.05-	Y			
	372-96420-3311	GENERAL PROFESSIONAL SVC	281.25	200	81.25-	Y			
	373-96420-3311	GENERAL PROFESSIONAL SVS	162.93	116	92.93-	Y			
	374-96420-3311	GENERAL PROFESSIONAL SERVI	208.07	148	60.07-	Y			
	375-96420-3311	GENERAL PROFESSIONAL SERVI	182.95	196	13.05				
	376-96420-3311	GENERAL PROFESSIONAL SERVI	281.25	200	81.25-	Y			
	377-96420-3311	GENERAL PROFESSIONAL SERVI	208.88	149	59.88-	Y			
	401-70276-5520	BUILDINGS & STRUCTURES	27,270.25	0	77,937.88-	Y			
	494-41136-5520	BUILDINGS & STRUCTURES	9,990.00	0	304,128.26-	Y			
	602-90581-2211	GENERAL SUPPLIES	86.66	250,000	349.36				
	602-90581-2212	MOTOR FUELS, LUBRICANTS &	1,851.34	50,000	1,675.29				
	602-90581-3311	GENERAL PROFESSIONAL SERVI	974.58	125,625	170,707.12-	Y			
	602-90581-3384	REFUSE DISPOSAL	252.82	3,570	218.36				
	602-90581-5520	BUILDINGS & STRUCTURES	21,027.60	0	4,224,891.97-	Y			
	609-90991-2211	GENERAL SUPPLIES	108.26	7,500	7,983.79-	Y			
	609-90991-2221	EQUIPMENT REPAIR & MAINTEN	264.20	2,500	3,873.59-	Y			
	609-90991-3333	FREIGHT	129.30	30,000	5,810.49-	Y			
	609-90991-3384	REFUSE DISPOSAL	216.45	2,346	251.40-	Y			
	609-90992-2251	LIQUOR PURCHASES	5,553.68	1,267,741	206,785.93-	Y			
	609-90992-2252	BEER PURCHASES	16,710.00	1,704,028	333,253.65-	Y			
	609-90992-2253	WINE PURCHASES	1,398.91	544,319	58,654.03-	Y			
	609-90992-2254	GEN MDSE PURCHASES	335.85	70,496	5,146.20-	Y			
	630-90661-2227	OTHER REPAIRS & MAINTENANC	1,215.13	20,000	4,487.20-	Y			
	630-96420-3311	GENERAL PROFESSIONAL SERVI	342.93	213	129.93-	Y			
	** 2019-2020 YEAR TOTALS **		134,133.39						
2020-2021	101-40741-3321	TELEPHONE & CELLULAR PHONE	30.00	1,500	1,470.00				
	101-40821-3321	TELEPHONE & CELLULAR PHONE	80.00	1,200	1,120.00				
	101-41231-3321	TELEPHONE & CELLULAR PHONE	60.00	1,400	1,340.00				
	101-50151-3321	TELEPHONE & CELLULAR PHONE	190.00	22,300	21,910.00				
	101-50352-3321	TELEPHONE & CELLULAR PHONE	30.00	1,500	1,470.00				
	101-60162-3321	TELEPHONE & CELLULAR PHONE	110.00	5,000	4,800.00				
	101-60211-3321	TELEPHONE & CELLULAR PHONE	30.00	2,800	2,770.00				
	101-60364-3321	TELEPHONE	60.00	5,000	4,940.00				
	101-70276-3321	TELEPHONE	30.00	4,000	3,970.00				
	101-70675-3321	TELEPHONE & CELLULAR PHONE	80.00	3,733	3,653.00				
	208-41136-3312	CONSULTANT FEES	2,284.00	96,000	93,716.00				
	258-70579-3312	CONSULTANT FEES	7,000.00	40,000	33,000.00				
	258-70579-3321	TELEPHONE & CELLULAR PHONE	30.00	0	30.00-	Y			
	602-90581-3321	TELEPHONE & CELLULAR PHONE	120.00	7,440	7,320.00				
	609-90991-3321	TELEPHONE	30.00	1,350	1,320.00				

** G/L ACCOUNT TOTALS **

YEAR	ACCOUNT	NAME	AMOUNT	=====LINE ITEM=====			=====GROUP BUDGET=====		
				ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG	ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG
	630-90661-3321	TELEPHONE & CELLULAR PHONE	70.00	750	680.00				
** 2020-2021 YEAR TOTALS **			10,234.00						

** DEPARTMENT TOTALS **

ACCT	NAME	AMOUNT
101-0141	MAYOR & COUNCIL	1,470.00
101-0151	POLICE ADMINISTRATION	278.62
101-0156	CHEMICAL ASSESSMENT TEAM	1,075.09
101-0162	ENGINEERING	122.82
101-0164	COMMUNITY PLANNING	258.32
101-0176	AQUATIC CENTER	7,522.89
101-0211	STREET ADMINISTRATION	2,601.05
101-0276	PARK MAINTENANCE & DEVEL.	542.52
101-0352	FIRE SERVICES	125.05
101-0364	AIRPORT	900.94
101-0453	ANIMAL IMPOUNDMENT	13.10
101-0671	CABLE COMMISSION	23.50
101-0675	COMM SERVICES ADMIN	80.00
101-0741	CITY ADMINISTRATION	30.00
101-0821	FINANCE	80.00
101-0871	COMMUNITY EDUCATION	448.00
101-0971	RECREATION	531.00
101-1136	GEN COMM DEVELOPMENT	16,295.63
101-1231	MUNICIPAL BLDG MAINT	298.66
101-2071	ADULT COMMUNITY CTR	3,126.83

101 TOTAL	GENERAL FUND	35,824.02
208-1136	GENERAL COMMUNITY DEV	2,284.00

208 TOTAL	EDA ADMINISTRATION	2,284.00
214-1136	GEN COMM DEVELOPMENT	2,616.21

214 TOTAL	EDA REVIVING FUND	2,616.21

** DEPARTMENT TOTALS **

ACCT	NAME	AMOUNT
258-0579	AMATEUR SPORTS CENTER	8,455.61

258 TOTAL	ASC ARENA	8,455.61
270-0551	MERIT OPERATIONS	4,057.10

270 TOTAL	MERIT	4,057.10
321-6420	DEBT SERVICE	281.25

321 TOTAL	2010 A MRSHL LYON LIBRARY	281.25
322-6420	DEBT SERVICE	281.25

322 TOTAL	2014B MERIT/SMASC	281.25
325-6420	DEBT SERVICE	73.18

325 TOTAL	2015 A-CIP RALCO	73.18
359-6420	DEBT SERVICE	143.44

359 TOTAL	2015 PUBLIC IMPROVEMENTS	143.44
360-6420	DEBT SERVICE	174.21

360 TOTAL	2016 B PUBLIC IMPROVEMENT	174.21
362-6420	DEBT SERVICE	262.72

362 TOTAL	2017A GO IMPROVE BOND	262.72
368-6420	DEBT SERVICE	152.94

368 TOTAL	2010B PUBLIC IMPROVEMENTS	152.94

** DEPARTMENT TOTALS **

ACCT	NAME	AMOUNT
369-6420	DEBT SERVICE	207.17

369 TOTAL	2011B PUBLIC IMPROVEMENS	207.17
370-6420	DEBT SERVICE	112.95

370 TOTAL	2011A GO TAX INCR BONDS	112.95
371-6420	DEBT SERVICE	168.05

371 TOTAL	2012 PUBLIC IMPROV	168.05
372-6420	DEBT SERVICE	281.25

372 TOTAL	2013 PUBLIC IMPROV	281.25
373-6420	DEBT SERVICE	162.93

373 TOTAL	2014C WW DS	162.93
374-6420	DEBT SERVICE	208.07

374 TOTAL	2015 A GO-23 PED BRIDGE	208.07
375-6420	DEBT SERVICE	182.95

375 TOTAL	2018A GO BOND	182.95
376-6420	DEBT SERVICE	281.25

376 TOTAL	2016C TAX ABATEMENT	281.25
377-6420	DEBT SERVICE	208.88

377 TOTAL	2017B GO BOND	208.88

** DEPARTMENT TOTALS **

ACCT	NAME	AMOUNT
401-0276	PARK MAINTENANCE & DEVEL.	27,270.25

401 TOTAL	CAPITAL EQUIPMENT FUND	27,270.25
494-1136	GENERAL GOVERNMENT	9,990.00

494 TOTAL	CITY HALL BUILDING	9,990.00
602-0581	WW OPERATIONS	24,313.00

602 TOTAL	WASTEWATER OPERATING	24,313.00
609-0991	LIQUOR OPERATIONS	748.21
609-0992	LIQUOR PURCHASES	23,998.44

609 TOTAL	LIQUOR	24,746.65
630-0661	SURFACE WATER MGT UTILITY	1,285.13
630-6420	DEBT SERVICE	342.93

630 TOTAL	SURFACE WATER MGT UTILITY	1,628.06

** TOTAL **		144,367.39

*** PROJECT TOTALS ***

PROJECT	LINE ITEM	AMOUNT
215 INDOOR ICE FACILITY	2211 GENERAL SUPPLIES	381.00
	** PROJECT 215 TOTAL **	381.00
510 FOOTBALL TACKLE 5TH & 6TH	2211 GENERAL SUPPLIES	224.00
	** PROJECT 510 TOTAL **	224.00
511 FOOTBALL TACKLE 7TH & 8TH	2211 GENERAL SUPPLIES	224.00
	** PROJECT 511 TOTAL **	224.00

*** PROJECT TOTALS ***

PROJECT	LINE ITEM		AMOUNT
610 FOOTBALL FLAG	2211	GENERAL SUPPLIES	150.00
		** PROJECT 610 TOTAL **	150.00
PC5 10/14-09/16 CAT GRANT	2215	SAFETY EQUIPMENT	1,040.08
	3321	TELEPHONE	35.01
		** PROJECT PC5 TOTAL **	1,075.09
W13 WWTF IMPROVEMENTS	5520	BUILDING & STRUCTURES	21,027.60
		** PROJECT W13 TOTAL **	21,027.60

NO ERRORS

** END OF REPORT **

PACKET: 07192 CITY AP
VENDOR SET: 01
FUND : 101 GENERAL FUND
DEPARTMENT: N/A NON-DEPARTMENTAL
BUDGET TO USE: CB-CURRENT BUDGET

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-1	ONE TIME VENDOR					
	HESS, CHARLES	I-202001084221	101-32265	CONDITIONAL & HESS, CHARLES: BALANCE OF DEPOS	115277	41.52
01-1325	ICMA RETIREMENT TRUST #					
		I-31 202001084229	101-21253	DEFERRED COMP ICMA DEFERRED COMP	115279	192.00
		I-31 202001084230	101-21253	DEFERRED COMP ICMA DEFERRED COMP	115279	108.00
01-1757	MN CHILD SUPPORT PAYMEN					
		I-C12202001084229	101-21262	CHILD SUPPORT #0014992937	115293	228.00
		I-C12202001084230	101-21262	CHILD SUPPORT #0014992937	115293	128.25
01-6427	SWALBOSKI, BRIAN					
		I-202001094236	101-32265	CONDITIONAL & REFUND BALANCE OF DEPOSIT	115310	21.47
				DEPARTMENT	NON-DEPARTMENTAL	TOTAL:
						719.24
01-0450	KOPITSKI, JASON					
		I-012020-CELL PHON	101-50151-3321	TELEPHONE & C	115281	30.00
01-0460	MARSHALL JAMES					
		I-012020-CELL PHON	101-50151-3321	TELEPHONE & C	115289	80.00
01-0503	TOMASEK, TIM					
		I-012020-CELL PHON	101-50151-3321	TELEPHONE & C	115312	30.00
01-0518	WENKER, JEFFREY					
		I-012020-CELL PHON	101-50151-3321	TELEPHONE & C	115317	30.00
01-1158	GALLS INC					
		I-014519862	101-50151-2214	UNIFORMS UNIFORM	115274	88.20
		I-014519863	101-50151-2214	UNIFORMS UNIFORM	115274	196.98
		I-014547857	101-50151-2214	UNIFORMS UNIFORMS	115274	149.73
		I-014559249	101-50151-2214	UNIFORMS UNIFORM	115274	42.08
		I-014634592	101-50151-2214	UNIFORMS BELT	115274	30.79
01-1531	LYON COUNTY AUDITOR-TRE					
		I-113	101-50151-3311	GENERAL PROFE 10/19-12/19 SVC	115284	2,500.00
01-1545	LYON COUNTY HIGHWAY DEP					
		I-202001084223	101-50151-2212	MOTOR FUELS, 12/19 FUEL	115285	0.00
	PROJ: PG1-2212	BLR GANG/DRUG TF-GANG		MOTOR FUEL, LUBRICANTS		
		I-202001084223	101-50151-2212	MOTOR FUELS, 12/19 FUEL	115285	2,474.68
01-2096	QUARNSTROM & DOERING, P					
		I-M2373-100,S74071	101-50151-3311	GENERAL PROFE VEHICLE FORFEITURE	115303	210.00
		I-M2376-100,S74072	101-50151-3311	GENERAL PROFE ICR # 19-20070	115303	200.00
		I-M2377-100,S74073	101-50151-3311	GENERAL PROFE ICR 19-20425	115303	315.00

PACKET: 07192 CITY AP
 VENDOR SET: 01
 FUND : 101 GENERAL FUND
 DEPARTMENT: 0151 POLICE ADMINISTRATION
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-4118	WALMART BUSINESS					
		I-013515	101-50151-2211	GENERAL SUPPL SUPPLIES	115315	13.55
		I-017239-1	101-50151-2211	GENERAL SUPPL B ATTERIES	115315	25.56
01-4140	KRUSE FORD-LINCOLN-MERC					
		C-124032	101-50151-2221	EQUIPMENT REP CORE RETURN	115282	16.00-
		I-123980	101-50151-2221	EQUIPMENT REP BATTERY	115282	145.95
01-4764	BCA TRAINING					
		I-202001104241	101-50151-3331	TRAVEL, CONFE BCA TRAINING-REF 16233	115261	625.00
01-5515	HOFFMANN, RYAN					
		I-012020-CELLPHONE	101-50151-3321	TELEPHONE & C	115278	30.00
01-5733	VAST BROADBAND					
		I-015044401-1219	101-50151-3321	TELEPHONE & C 12/26-01/25/20	115314	34.60
01-6166	PULVER MOTOR SVC, LLC					
		I-141254	101-50151-3436	TOWING CHARGE ICR# 19-20683	115302	225.00
		I-141283	101-50151-3436	TOWING CHARGE icr 19-21132	115302	75.00
		I-141324	101-50151-3436	TOWING CHARGE 19-21459	115302	100.00
		I-144716	101-50151-3436	TOWING CHARGE ICR# 19-19750	115302	600.00
01-6376	STORM COMBATIVES TRAINI					
		I-0116	101-50151-3331	TRAVEL, CONFE DYNAMIC ENCOUNTERS TRAINING	115308	598.00
DEPARTMENT 0151 POLICE ADMINISTRATION					TOTAL:	8,834.12
01-1545	LYON COUNTY HIGHWAY DEP					
		I-202001084223	101-50156-2212	MOTOR FUELS, 12/19 FUEL	115285	47.99
	PROJ: PC5-2212	10/14-09/16 CAT GRANT		MOTOR FUELS, LUBRICANTS & ADDI		
DEPARTMENT 0156 CHEMICAL ASSESSMENT TEAM					TOTAL:	47.99
01-0481	ROKEH, JASON					
		I-012020-CELL PHON	101-60162-3321	TELEPHONE & C	115305	30.00
01-0495	SWANSON, GREGG					
		I-012020-CELL PHON	101-60162-3321	TELEPHONE & C	115311	30.00
01-1545	LYON COUNTY HIGHWAY DEP					
		I-202001084223	101-60162-2212	MOTOR FUELS, 12/19 FUEL	115285	156.76
01-3808	STELTER, GEOFFREY					
		I-012020-CELL PHON	101-60162-3321	TELEPHONE & C	115307	30.00
DEPARTMENT 0162 ENGINEERING					TOTAL:	246.76

PACKET: 07192 CITY AP
 VENDOR SET: 01
 FUND : 101 GENERAL FUND
 DEPARTMENT: 0164 COMMUNITY PLANNING
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-1545	LYON COUNTY HIGHWAY DEP	I-202001084223	101-60164-2212	MOTOR FUELS, 12/19 FUEL	115285	130.51
01-1774	MN DEPT OF LABOR AND IN	I-202001084227	101-60164-3440	BUILDING PERM QRTLY SURCHG 4/4 END 12/19	115295	2,782.22
01-1837	MINNESOTA VALLEY COMMUN	I-28281	101-60164-3321	TELEPHONE & C PHONE CASE	115292	199.96
01-5813	ACE HOME & HARDWARE	I-108694	101-60164-2211	GENERAL SUPPL SUPPLIES	115256	63.16
DEPARTMENT 0164 COMMUNITY PLANNING					TOTAL:	3,175.85
01-1864	MONTES ELECTRIC INC	I-18517	101-70176-2223	BUILDING REPA ELECTRICAL FOR CHLORINATORS	115297	436.85
DEPARTMENT 0176 AQUATIC CENTER					TOTAL:	436.85
01-1545	LYON COUNTY HIGHWAY DEP	I-202001084223	101-60211-2212	MOTOR FUELS, 12/19 FUEL	115285	7,645.96
		I-202001084223	101-60211-2212	MOTOR FUELS, 02/19 FUEL	115285	0.00
01-2156	RH SEALCOATING & .	I-202001094232	101-60211-3311	GENERAL PROFE 12/19 SNOW HAULING	115304	617.50
01-4140	KRUSE FORD-LINCOLN-MERC	I-124059	101-60211-2221	EQUIPMENT REP P9 WINDSHIELD SPRAY NOZZLE	115282	5.83
		I-124069	101-60211-2221	EQUIPMENT REP P-9 WINDSHIELD SPRAY NOZZLE	115282	5.83
01-5812	BROWN, TOM	I-202001084220	101-60211-2215	SAFETY WEAR & 2019 SAFETY SHOES- T BROWN	115267	175.00
DEPARTMENT 0211 STREET ADMINISTRATION					TOTAL:	8,450.12
01-0018	BORDER STATES ELECTRIC	I-919160579	101-70276-2223	BUILDING REPA MATERIALS	115264	20.23
01-0689	BEND RITE FABRICATION I	I-44403	101-70276-2245	EQUIPMENT/TOO BOSS PLOW EXTENSION WINGS	115262	905.35
01-1545	LYON COUNTY HIGHWAY DEP	I-202001084223	101-70276-2212	MOTOR FUELS, 12/19 FUEL	115285	692.78
		I-202001084223	101-70276-2212	MOTOR FUELS, 02/19 FUEL	115285	0.00
01-1555	LYON LINCOLN ELECTRIC C					

PACKET: 07192 CITY AP
 VENDOR SET: 01
 FUND : 101 GENERAL FUND
 DEPARTMENT: 0276 PARK MAINTENANCE & DEVEL.
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-1555	LYON LINCOLN ELECTRIC C	continued				
		I-202001094238	101-70276-3381	ELECTRIC UTIL 11/30-12/31/19	115287	44.11
01-1864	MONTES ELECTRIC INC					
		I-18501	101-70276-2227	OTHER REPAIRS MEW FLAG TOPPER-LIBERTY PK	115297	345.00
01-6328	ERVASTI, DARRELL					
		I-14727	101-70276-2227	OTHER REPAIRS BALLFIELD CLAY & CONDITIONER	115272	1,854.20
DEPARTMENT 0276 PARK MAINTENANCE & DEVEL.TOTAL:						3,861.67
01-0629	ARNOLD MOTOR SUPPLY					
		I-02NV032846	101-50352-2211	GENERAL SUPPL GRAPHITE LUBRICATION	115259	7.89
01-1545	LYON COUNTY HIGHWAY DEP					
		I-202001084223	101-50352-2212	MOTOR FUELS, 12/19 FUEL	115285	305.87
		I-202001084223	101-50352-2212	MOTOR FUELS, 02/19 FUEL	115285	0.00
01-1824	MN STATE FIRE CHIEFS AS					
		I-846	101-50352-3331	TRAVEL, CONFE J ORTMANN FOTOS ATTENDEE	115296	235.00
		I-847	101-50352-3331	TRAVEL, CONFE A THOOFT FOTOS ATTENDEE	115296	235.00
01-6202	SUNDANCE AUTO REPAIR					
		I-202001094235	101-50352-2221	EQUIPMENT REP REPLACE CK 113208	115309	272.82
01-6448	ANTON, CURT					
		I-202001094237	101-50352-2221	EQUIPMENT REP HAZMAT TRAILER REPAIR	115258	154.40
DEPARTMENT 0352 FIRE SERVICES TOTAL:						1,210.98
01-1545	LYON COUNTY HIGHWAY DEP					
		I-202001084223	101-60364-2212	MOTOR FUELS, 12/19 FUEL	115285	160.34
01-1945	NORMS GTC					
		I-100788	101-60364-2223	BUILDING REPA 1708 #1 T HANGAR	115299	11.29
01-5733	VAST BROADBAND					
		I-001575601-1219	101-60364-3321	TELEPHONE 12/22-01/22/20	115314	122.68
DEPARTMENT 0364 AIRPORT TOTAL:						294.31
01-4118	WALMART BUSINESS					
		I-017955	101-50453-2211	GENERAL SUPPL PAPER TOWELS	115315	19.88
01-5733	VAST BROADBAND					
		I-002687001-1219	101-50453-3321	TELEPHONE & C 12/26-01/25/20	115314	33.97
DEPARTMENT 0453 ANIMAL IMPOUNDMENT TOTAL:						53.85

PACKET: 07192 CITY AP
 VENDOR SET: 01
 FUND : 101 GENERAL FUND
 DEPARTMENT: 0671 CABLE COMMISSION
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-1545	LYON COUNTY HIGHWAY DEP					
		I-202001084223	101-40671-2212	MOTOR FUELS, 12/19 FUEL	115285	49.62
				DEPARTMENT 0671 CABLE COMMISSION	TOTAL:	49.62

		I-202001084223	101-70675-2212	MOTOR FUELS, 12/19 FUEL	115285	0.00
				DEPARTMENT 0675 COMM SERVICES ADMIN	TOTAL:	0.00

01-4118	WALMART BUSINESS					
		I-008919	101-70772-2211	GENERAL SUPPL ASP SUPPLIES	115315	8.82
	PROJ: 500-2211		AFTER SCHOOL CLUBS	GENERAL SUPPLIES		
		I-018074	101-70772-2211	GENERAL SUPPL ASP SUPPLIES	115315	43.36
	PROJ: 500-2211		AFTER SCHOOL CLUBS	GENERAL SUPPLIES		
				DEPARTMENT 0772 CS YOUTH ACTIVITIES	TOTAL:	52.18

		I-016996-1	101-70971-2211	GENERAL SUPPL ARENA SUPPLIES	115315	10.82
	PROJ: 618-2211		INDOOR ICE FACILITY	GENERAL SUPPLIES		
				DEPARTMENT 0971 RECREATION	TOTAL:	10.82

01-2096	QUARNSTROM & DOERING, P					
		I-202001104245	101-41041-3313	LEGAL FEES 01/20 SVC	115303	10,874.67
				DEPARTMENT 1041 LEGAL	TOTAL:	10,874.67

01-1545	LYON COUNTY HIGHWAY DEP					
		I-202001084223	101-41231-2212	MOTOR FUELS, 12/19 FUEL	115285	216.62
01-2311	SOUTHWEST GLASS CENTER					
		I-104475	101-41231-2223	BUILDING REPA KEYS	115306	5.00
01-4980	MENARDS INC					
		C-51074	101-41231-2223	BUILDING REPA RETURNED PAINT	115291	69.96-
		I-50999	101-41231-2245	EQUIPMENT/TOO PAINTING TOOLS	115291	35.81
		I-51029	101-41231-2223	BUILDING REPA PAINT FOR SMSU OFFICES	115291	139.92
		I-51073	101-41231-2245	EQUIPMENT/TOO PAINTING TOOLS	115291	26.71
		I-51082	101-41231-2223	BUILDING REPA PAINT SMSU OFFICES	115291	34.98
01-5733	VAST BROADBAND					
		I-015038701-1219	101-41231-3321	TELEPHONE & C 12/24-01/24/19	115314	27.97
				DEPARTMENT 1231 MUNICIPAL BLDG MAINT	TOTAL:	417.05

PACKET: 07192 CITY AP
 VENDOR SET: 01
 FUND : 101 GENERAL FUND
 DEPARTMENT: 1641 INFORMATION TECHNOLOGY
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-1552	LYON COUNTY RECORDER					
		I-202015-1	101-41641-3433	DUES & SUBSCR 12/19 LAREDO	115286	72.95
01-4118	WALMART BUSINESS					
		I-026091	101-41641-2211	GENERAL SUPPL BATTERIES	115315	16.94
DEPARTMENT 1641 INFORMATION TECHNOLOGY					TOTAL:	89.89
01-1006	DOMINOS PIZZA					
		I-202001084218	101-42071-2211	GENERAL SUPPL PROGRAMMING	115271	137.17
01-3816	LUTHERAN SOCIAL SERVICE					
		I-202001084222	101-42071-2211	GENERAL SUPPL 11/19 PROGRAMMING	115283	56.80
01-4118	WALMART BUSINESS					
		I-004501	101-42071-2211	GENERAL SUPPL XMAS PARTY	115315	133.68
		I-202001104248	101-42071-2211	GENERAL SUPPL XMAS	115315	166.58
DEPARTMENT 2071 ADULT COMMUNITY CTR					TOTAL:	494.23
FUND 101 GENERAL FUND					TOTAL:	39,320.20

PACKET: 07192 CITY AP
 VENDOR SET: 01
 FUND : 106 PROP/MED LIABILITY INS
 DEPARTMENT: 0352 FIRE SERVICES
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-1719	DEVOS, MIKE	I-202001084226	106-50352-3361	GENERAL LIABI FLOOR INSTALLATION	115270	8,648.00
					DEPARTMENT 0352 FIRE SERVICES	TOTAL: 8,648.00
					FUND 106 PROP/MED LIABILITY INS	TOTAL: 8,648.00

PACKET: 07192 CITY AP
 VENDOR SET: 01
 FUND : 240 COMM ED DRIVER'S TRAINING
 DEPARTMENT: 0879 COMM ED--WINTER
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-4118	WALMART BUSINESS	I-010235	240-70879-2211	GENERAL SUPPL DRIVER'S ED	115315	15.44
					DEPARTMENT 0879 COMM ED--WINTER	TOTAL: 15.44
					FUND 240 COMM ED DRIVER'S TRAINING	TOTAL: 15.44

PACKET: 07192 CITY AP
VENDOR SET: 01
FUND : 258 ASC ARENA
DEPARTMENT: 0579 AMATEUR SPORTS CENTER
BUDGET TO USE: CB-CURRENT BUDGET

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-1864	MONTES ELECTRIC INC					
		I-18525	258-70579-2227	OTHER REPAIRS DRIVER ON SIGN	115297	248.20
		I-18530	258-70579-2221	EQUIPMENT REP SVC CONDENSATE PUMP	115297	97.50
		I-18540	258-70579-2221	EQUIPMENT REP CONDENSATE RELAY OVERLOAD	115297	406.34
		I-18544	258-70579-2221	EQUIPMENT REP RELAY INSTALL	115297	70.00
01-4118	WALMART BUSINESS					
		I-002423	258-70579-2211	GENERAL SUPPL WASTEBASKET,DESKPAD	115315	14.75
01-4598	MN DEPT OF LABOR & INDU					
		I-ALR0103255I	258-70579-3437	LICENSES AND 1651 VICTORY DR	115294	100.00
01-6447	DEPESTEL, LUKE					
		I-202001084217	258-70579-2215	SAFETY WEAR & 2019 SAFETY SHOES-L DEPESTEL	115269	159.99
DEPARTMENT 0579 AMATEUR SPORTS CENTER					TOTAL:	1,096.78
FUND 258 ASC ARENA					TOTAL:	1,096.78

PACKET: 07192 CITY AP

VENDOR SET: 01

FUND : 270 MERIT

DEPARTMENT: 0551 MERIT OPERATIONS

BANK: AP

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-1545	LYON COUNTY HIGHWAY DEP					
		I-202001084223	270-50551-2212	MOTOR FUELS, 12/19 FUEL	115285	0.00
DEPARTMENT 0551 MERIT OPERATIONS					TOTAL:	0.00
FUND 270 MERIT					TOTAL:	0.00

PACKET: 07192 CITY AP
 VENDOR SET: 01
 FUND : 325 2015 A-CIP RALCO
 DEPARTMENT: 6420 DEBT SERVICE
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-2499	US BANK	I-5589964	325-96420-6630	FISCAL AGENT 2015A FISCAL AGENT FEE	115313	500.00
					DEPARTMENT 6420 DEBT SERVICE	TOTAL: 500.00
					FUND 325 2015 A-CIP RALCO	TOTAL: 500.00

PACKET: 07192 CITY AP
 VENDOR SET: 01
 FUND : 494 CITY HALL BUILDING
 DEPARTMENT: 1136 GENERAL GOVERNMENT
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-4118	WALMART BUSINESS	I-010328	494-41136-5520	BUILDINGS & S BUBBLE WRAP	115315	28.89
01-4506	BOT, JOSEPH	I-202001104242	494-41136-5520	BUILDINGS & S 01/20 STORAGE	115265	696.00
	PROJ: CH1-5520	CITY HALL-NEW		BUILDING & STRUCTURES		
01-4980	MENARDS INC	I-51221	494-41136-5520	BUILDINGS & S POWER STRIPS, HOOKS, WALL ANCH	115291	55.56
	PROJ: CH1-5520	CITY HALL-NEW		BUILDING & STRUCTURES		
01-5289	FRANZ REPROGRAPHICS	I-211067-0	494-41136-5520	BUILDINGS & S MOVE CANON 9400	115273	393.75
	PROJ: CH1-5520	CITY HALL-NEW		BUILDING & STRUCTURES		
		I-211070-0	494-41136-5520	BUILDINGS & S MOVE CANON IPF 760 MFP	115273	393.75
	PROJ: CH1-5520	CITY HALL-NEW		BUILDING & STRUCTURES		
DEPARTMENT 1136 GENERAL GOVERNMENT					TOTAL:	1,567.95
FUND 494 CITY HALL BUILDING					TOTAL:	1,567.95

PACKET: 07192 CITY AP
 VENDOR SET: 01
 FUND : 602 WASTEWATER OPERATING
 DEPARTMENT: 0581 WW OPERATIONS
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-0606	ANIMAL HEALTH CENTER	I-208947	602-90581-2211	GENERAL SUPPL BUG CONTROL	115257	180.00
01-1256	HAWKINS INC	I-4638350	602-90581-2211	GENERAL SUPPL FERRIC CHLORIDE	115276	5,144.97
01-1545	LYON COUNTY HIGHWAY DEP	I-202001084223	602-90581-2212	MOTOR FUELS, 12/19 FUEL	115285	233.04
01-1877	MOTION INDUSTRIES INC	I-MN01-176423	602-90581-2211	GENERAL SUPPL STEEL SHAFT COLLAR	115298	8.62
01-1945	NORMS GTC	I-100824	602-90581-2212	MOTOR FUELS, AG CHEM FLUIDS	115299	13.85
	PROJ: W04-2212	BIOSOLIDS		MOTOR FUELS, LUBRICANTS & ADDI		
	I-100849		602-90581-2211	GENERAL SUPPL LIFT 4 HEX PLUG	115299	7.98
	PROJ: W00-2211	SANITARY SEWER		GENERAL SUPPLIES		
	I-100902		602-90581-2212	MOTOR FUELS, FILTERS AG CHEM	115299	66.78
	PROJ: W04-2212	BIOSOLIDS		MOTOR FUELS, LUBRICANTS & ADDI		
01-4118	WALMART BUSINESS	I-004718-2	602-90581-2211	GENERAL SUPPL POSTER BOARD	115315	3.18
01-5459	MAGNEY CONSTRUCTION, IN	I-202001084224	602-90581-5520	BUILDINGS & #6 WWTF IMPROVEMENTS	115288	480,806.67
	PROJ: W13-5520	WWTF IMPROVEMENTS		BUILDING & STRUCTURES		
01-5813	ACE HOME & HARDWARE	I-108454	602-90581-2211	GENERAL SUPPL SUPPLIES	115256	28.94
	I-108846		602-90581-2211	GENERAL SUPPL FUNNEL, GASKET	115256	22.93
DEPARTMENT 0581 WW OPERATIONS					TOTAL:	486,516.96
FUND 602 WASTEWATER OPERATING					TOTAL:	486,516.96

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-1247	HARTS HEATING & REFRIGE	I-26926	609-90991-2211	GENERAL SUPPL FILTERS	115275	287.04
01-1399	JOHNSON BROTHERS LIQUOR	I-1467427	609-90991-3333	FREIGHT .	115280	98.00
		I-1467428	609-90991-3333	FREIGHT .	115280	191.77
		I-1470133	609-90991-3333	FREIGHT .	115280	24.06
		I-1470134	609-90991-3333	FREIGHT .	115280	64.22
01-2019	PAUSTIS WINE COMPANY	I-75504	609-90991-3333	FREIGHT .	115300	12.50
		I-75829	609-90991-3333	FREIGHT .	115300	245.00
01-2036	PHILLIPS WINE AND SPIRI	I-2679763	609-90991-3333	FREIGHT .	115301	29.57
		I-2679764	609-90991-3333	FREIGHT .	115301	49.00
		I-2681501	609-90991-3333	FREIGHT .	115301	12.96
		I-2681502	609-90991-3333	FREIGHT .	115301	0.56
01-2605	WINE MERCHANTS	I-7267889	609-90991-3333	FREIGHT .	115318	3.38
		I-7268384	609-90991-3333	FREIGHT .	115318	50.99
01-4118	WALMART BUSINESS	C-202001104247	609-90991-2211	GENERAL SUPPL SUPPLIES	115315	3.97-
		I-001271	609-90991-2211	GENERAL SUPPL SUPPLIES	115315	34.39
		I-013152-1	609-90991-2211	GENERAL SUPPL SUPPLIES	115315	10.63
01-4457	BREAKTHRU BEVERAGE	I-1081078135	609-90991-3333	FREIGHT .	115266	73.71
		I-1081078136	609-90991-3333	FREIGHT .	115266	35.15
DEPARTMENT 0991 LIQUOR OPERATIONS					TOTAL:	1,218.96

01-0699	BEVERAGE WHOLESALERS	I-095016	609-90992-2254	GEN MDSE PURC .	115263	26.50
		I-095016	609-90992-2252	BEER PURCHASE .	115263	17,559.22
		I-095696	609-90992-2254	GEN MDSE PURC .	115263	43.30
		I-095696	609-90992-2252	BEER PURCHASE .	115263	7,417.15
		I-095697	609-90992-2252	BEER PURCHASE .	115263	2,419.10
		I-095870	609-90992-2252	BEER PURCHASE .	115263	357.00
		I-095932	609-90992-2254	GEN MDSE PURC .	115263	48.15
		I-095932	609-90992-2252	BEER PURCHASE .	115263	15,824.73
		I-096266	609-90992-2251	LIQUOR PURCHA .	115263	95.20
01-0799	CARLOS CREEK WINERY	I-18603	609-90992-2253	WINE PURCHASE .	115268	720.00

PACKET: 07192 CITY AP
 VENDOR SET: 01
 FUND : 609 LIQUOR
 DEPARTMENT: 0992 LIQUOR PURCHASES
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-1399	JOHNSON BROTHERS LIQUOR					
		I-1467427	609-90992-2251	LIQUOR PURCHA .	115280	5,194.35
		I-1467428	609-90992-2253	WINE PURCHASE .	115280	6,724.67
		I-1470133	609-90992-2251	LIQUOR PURCHA .	115280	1,826.89
		I-1470134	609-90992-2253	WINE PURCHASE .	115280	3,231.95
01-2019	PAUSTIS WINE COMPANY					
		I-75504	609-90992-2253	WINE PURCHASE .	115300	480.00
		I-75829	609-90992-2253	WINE PURCHASE .	115300	9,488.00
01-2036	PHILLIPS WINE AND SPIRI					
		I-2679763	609-90992-2251	LIQUOR PURCHA .	115301	2,277.28
		I-2679764	609-90992-2251	LIQUOR PURCHA .	115301	1,655.08
		I-2681501	609-90992-2251	LIQUOR PURCHA .	115301	642.25
		I-2681502	609-90992-2253	WINE PURCHASE .	115301	40.24
01-2605	WINE MERCHANTS					
		I-7267889	609-90992-2253	WINE PURCHASE .	115318	280.00
		I-7268384	609-90992-2253	WINE PURCHASE .	115318	2,053.40
01-4118	WALMART BUSINESS					
		C-202001104246	609-90992-2211	GENERAL SUPPL SUPPLIES	115315	147.92-
		C-202001104247	609-90992-2254	GEN MDSE PURC SUPPLIES	115315	69.50-
		I-007914	609-90992-2254	GEN MDSE PURC POP	115315	19.92
		I-013569	609-90992-2254	GEN MDSE PURC NON ALCOHOLIC	115315	31.58
		I-020259	609-90992-2254	GEN MDSE PURC NON ALCOHOLIC	115315	13.84
01-4457	BREAKTHRU BEVERAGE					
		C-2080261824	609-90992-2251	LIQUOR PURCHA .	115266	81.65-
		C-2080262506	609-90992-2253	WINE PURCHASE .	115266	83.70-
		C-2080262746	609-90992-2253	WINE PURCHASE .	115266	97.85-
		I-1081078134	609-90992-2252	BEER PURCHASE .	115266	122.75
		I-1081078135	609-90992-2254	GEN MDSE PURC .	115266	435.95
		I-1081078135	609-90992-2251	LIQUOR PURCHA .	115266	4,677.18
		I-1081078136	609-90992-2253	WINE PURCHASE .	115266	1,560.00
01-5447	ARTISAN BEER COMPANY					
		C-8000120191228	609-90992-2252	BEER PURCHASE .	115260	50.00-
		I-3395896	609-90992-2252	BEER PURCHASE .	115260	318.60
					TOTAL:	85,053.66
					TOTAL:	86,272.62

PACKET: 07192 CITY AP
 VENDOR SET: 01
 FUND : 630 SURFACE WATER MGT UTILITY
 DEPARTMENT: 0661 SURFACE WATER MGT UTILITY
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-1545	LYON COUNTY HIGHWAY DEP					
		I-202001084223	630-90661-2212	MOTOR FUELS, 12/19 FUEL	115285	29.95
		I-202001084223	630-90661-2212	MOTOR FUELS, 02/19 FUEL	115285	0.00
01-1654	MARTIN-MARIETTA AGGREGA					
		I-27724797	630-90661-2227	OTHER REPAIRS RIP RAP VICTORY PK, N BRUCE	115290	1,129.34
DEPARTMENT 0661 SURFACE WATER MGT UTILITYTOTAL:						1,159.29
FUND 630 SURFACE WATER MGT UTILITYTOTAL:						1,159.29
REPORT GRAND TOTAL:						625,097.24

** G/L ACCOUNT TOTALS **

YEAR	ACCOUNT	NAME	AMOUNT	=====LINE ITEM=====			=====GROUP BUDGET=====		
				ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG	ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG
2019-2020	101-21253	DEFERRED COMP - ICMA	192.00						
	101-21262	CHILD SUPPORT	228.00						
	101-32265	CONDITIONAL & V*NON-EXPENS	62.99	3,000-	5,536.24				
	101-40671-2212	MOTOR FUELS, LUBRICANTS	49.62	700	170.64				
	101-41231-2212	MOTOR FUELS, LUBRICANTS &	216.62	2,500	234.34				
	101-41231-2223	BUILDING REPAIR & MAINTENA	109.94	6,150	2,604.86				
	101-41231-2245	EQUIPMENT/TOOLS UP TO \$500	62.52	4,400	258.67				
	101-41231-3321	TELEPHONE & CELLULAR PHONE	27.97	1,400	186.04				
	101-41641-2211	GENERAL SUPPLIES	16.94	4,072	1,215.91				
	101-41641-3433	DUES & SUBSCRIPTIONS	72.95	7,530	5,618.38				
	101-42071-2211	GENERAL SUPPLIES	494.23	10,815	44.63-	Y			
	101-50151-2211	GENERAL SUPPLIES	39.11	12,000	1,971.50				
	101-50151-2212	MOTOR FUELS, LUBRICANTS &	2,474.68	32,000	1,822.22				
	101-50151-2214	UNIFORMS	507.78	8,969	164.54				
	101-50151-2221	EQUIPMENT REPAIR & MAINTEN	129.95	10,000	3,335.06				
	101-50151-3311	GENERAL PROFESSIONAL SERVI	3,225.00	145,000	45,279.61				
	101-50151-3321	TELEPHONE & CELLULAR PHONE	34.60	18,500	2,571.41				
	101-50151-3331	TRAVEL, CONFERENCES AND SC	598.00	15,000	4,132.47-	Y			
	101-50151-3436	TOWING CHARGES	1,000.00	15,000	4,180.00				
	101-50156-2212	MOTOR FUELS, LUBRICANTS &	47.99	900	43.49				
	101-50352-2211	GENERAL SUPPLIES	7.89	10,000	364.42-	Y			
	101-50352-2212	MOTOR FUELS, LUBRICANTS &	305.87	5,000	166.61				
	101-50352-2221	EQUIPMENT REPAIR & MAINTEN	427.22	38,800	5,017.90-	Y			
	101-50352-3331	TRAVEL, CONFERENCES AND SC	470.00	16,800	24,440.61-	Y			
	101-50453-2211	GENERAL SUPPLIES	19.88	400	150.60-	Y			
	101-50453-3321	TELEPHONE & CELLULAR PHONE	33.97	408	34.07				
	101-60162-2212	MOTOR FUELS, LUBRICANTS &	156.76	4,000	62.93-	Y			
	101-60164-2211	GENERAL SUPPLIES	63.16	2,000	647.51				
	101-60164-2212	MOTOR FUELS, LUBRICANTS &	130.51	1,500	469.93-	Y			
	101-60164-3321	TELEPHONE & CELLULAR PHONE	199.96	3,000	357.13				
	101-60164-3440	BUILDING PERMIT SURCHARGE	2,782.22	9,000	4,650.68-	Y			
	101-60211-2212	MOTOR FUELS, LUBRICANTS &	7,645.96	43,300	41,367.94-	Y			
	101-60211-2215	SAFETY WEAR & EQUIPMENT	175.00	5,750	2,517.47				
	101-60211-2221	EQUIPMENT REPAIR & MAINTEN	11.66	71,500	24,275.99-	Y			
	101-60211-3311	GENERAL PROFESSIONAL SERVI	617.50	18,500	99,885.88-	Y			
	101-60364-2212	MOTOR FUELS, LUBRICANTS &	160.34	13,000	6,416.11-	Y			
	101-60364-2223	BUILDING REPAIR & MAINTENA	11.29	8,500	4,316.03				
	101-60364-3321	TELEPHONE	122.68	6,200	987.35-	Y			
	101-70176-2223	BUILDING REPAIR & MAINTENA	436.85	7,000	4,701.15				
	101-70276-2212	MOTOR FUELS, LUBRICANTS &	692.78	13,000	3,831.08-	Y			
	101-70276-2223	BUILDING REPAIR & MAINTENA	20.23	15,600	2,091.86-	Y			
	101-70276-2227	OTHER REPAIRS & MAINTENANC	2,199.20	150,000	28,514.72				
	101-70276-2245	EQUIPMENT/TOOLS UP TO \$500	905.35	12,000	7,044.59-	Y			
	101-70276-3381	ELECTRIC UTILITIES	44.11	26,000	2,287.47				
	101-70675-2212	MOTOR FUELS, LUBRICANTS &	0.00	600	79.51-	Y			

** G/L ACCOUNT TOTALS **

YEAR	ACCOUNT	NAME	AMOUNT	=====LINE ITEM=====			=====GROUP BUDGET=====		
				ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG	ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG
	101-70772-2211	GENERAL SUPPLIES	52.18	1,400	95.95-	Y			
	101-70971-2211	GENERAL SUPPLIES	10.82	41,000	6,535.99-	Y			
	106-50352-3361	GENERAL LIABILITY INSURANC	8,648.00	0	25,273.84-	Y			
	240-70879-2211	GENERAL SUPPLIES	15.44	20,000	18,226.29				
	258-70579-2211	GENERAL SUPPLIES	14.75	25,000	5,347.07				
	258-70579-2215	SAFETY WEAR & EQUIPMENT	159.99	88	421.99-	Y			
	258-70579-2221	EQUIPMENT REPAIR & MAINTEN	573.84	17,000	2,684.55-	Y			
	258-70579-2227	OTHER REPAIRS & MAINTENANC	248.20	20,000	11,790.46				
	258-70579-3437	LICENSES AND TAXES	100.00	300	190.00-	Y			
	270-50551-2212	MOTOR FUELS, LUBRICANTS	0.00	2,000	1,122.71				
	325-96420-6630	FISCAL AGENT FEES	500.00	500	0.00				
	494-41136-5520	BUILDINGS & STRUCTURES	871.95	0	304,128.26-	Y			
	602-90581-2211	GENERAL SUPPLIES	5,396.62	250,000	349.36				
	602-90581-2212	MOTOR FUELS, LUBRICANTS &	313.67	50,000	1,675.29				
	602-90581-5520	BUILDINGS & STRUCTURES	480,806.67	0	4,224,891.97-	Y			
	609-90991-2211	GENERAL SUPPLIES	328.09	7,500	7,983.79-	Y			
	609-90991-3333	FREIGHT	890.87	30,000	5,810.49-	Y			
	609-90992-2211	GENERAL SUPPLIES	147.92-	500	944.26-	Y			
	609-90992-2251	LIQUOR PURCHASES	16,286.58	1,267,741	206,785.93-	Y			
	609-90992-2252	BEER PURCHASES	43,968.55	1,704,028	333,253.65-	Y			
	609-90992-2253	WINE PURCHASES	24,396.71	544,319	58,654.03-	Y			
	609-90992-2254	GEN MDSE PURCHASES	549.74	70,496	5,146.20-	Y			
	630-90661-2212	MOTOR FUELS, LUBRICANTS &	29.95	7,500	4,236.56				
	630-90661-2227	OTHER REPAIRS & MAINTENANC	1,129.34	20,000	4,487.20-	Y			
	** 2019-2020 YEAR TOTALS **		612,375.32						
2020-2021	101-21253	DEFERRED COMP - ICMA	108.00						
	101-21262	CHILD SUPPORT	128.25						
	101-41041-3313	LEGAL FEES	10,874.67	117,083	106,208.33				
	101-50151-3321	TELEPHONE & CELLULAR PHONE	200.00	22,300	21,910.00				
	101-50151-3331	TRAVEL, CONFERENCES AND SC	625.00	16,500	15,875.00				
	101-60162-3321	TELEPHONE & CELLULAR PHONE	90.00	5,000	4,800.00				
	494-41136-5520	BUILDINGS & STRUCTURES	696.00	0	696.00-	Y			
	** 2020-2021 YEAR TOTALS **		12,721.92						

** DEPARTMENT TOTALS **

ACCT	NAME	AMOUNT
101	NON-DEPARTMENTAL	719.24
101-0151	POLICE ADMINISTRATION	8,834.12
101-0156	CHEMICAL ASSESSMENT TEAM	47.99
101-0162	ENGINEERING	246.76
101-0164	COMMUNITY PLANNING	3,175.85
101-0176	AQUATIC CENTER	436.85
101-0211	STREET ADMINISTRATION	8,450.12
101-0276	PARK MAINTENANCE & DEVEL.	3,861.67
101-0352	FIRE SERVICES	1,210.98
101-0364	AIRPORT	294.31
101-0453	ANIMAL IMPOUNDMENT	53.85
101-0671	CABLE COMMISSION	49.62
101-0675	COMM SERVICES ADMIN	0.00
101-0772	CS YOUTH ACTIVITIES	52.18
101-0971	RECREATION	10.82
101-1041	LEGAL	10,874.67
101-1231	MUNICIPAL BLDG MAINT	417.05
101-1641	INFORMATION TECHNOLOGY	89.89
101-2071	ADULT COMMUNITY CTR	494.23

101 TOTAL	GENERAL FUND	39,320.20
106-0352	FIRE SERVICES	8,648.00

106 TOTAL	PROP/MED LIABILITY INS	8,648.00
240-0879	COMM ED--WINTER	15.44

240 TOTAL	COMM ED DRIVER'S TRAINING	15.44
258-0579	AMATEUR SPORTS CENTER	1,096.78

258 TOTAL	ASC ARENA	1,096.78
270-0551	MERIT OPERATIONS	0.00

270 TOTAL	MERIT	0.00

** DEPARTMENT TOTALS **

ACCT	NAME	AMOUNT
325-6420	DEBT SERVICE	500.00

325 TOTAL	2015 A-CIP RALCO	500.00
494-1136	GENERAL GOVERNMENT	1,567.95

494 TOTAL	CITY HALL BUILDING	1,567.95
602-0581	WW OPERATIONS	486,516.96

602 TOTAL	WASTEWATER OPERATING	486,516.96
609-0991	LIQUOR OPERATIONS	1,218.96
609-0992	LIQUOR PURCHASES	85,053.66

609 TOTAL	LIQUOR	86,272.62
630-0661	SURFACE WATER MGT UTILITY	1,159.29

630 TOTAL	SURFACE WATER MGT UTILITY	1,159.29

	** TOTAL **	625,097.24

*** PROJECT TOTALS ***

PROJECT	LINE ITEM	AMOUNT
500 AFTER SCHOOL CLUBS	2211 GENERAL SUPPLIES	52.18
	** PROJECT 500 TOTAL **	52.18
618 INDOOR ICE FACILITY	2211 GENERAL SUPPLIES	10.82
	** PROJECT 618 TOTAL **	10.82
CH1 CITY HALL-NEW	5520 BUILDING & STRUCTURES	1,539.06
	** PROJECT CH1 TOTAL **	1,539.06
PC5 10/14-09/16 CAT GRANT	2212 MOTOR FUELS, LUBRICANTS & ADDI	47.99
	** PROJECT PC5 TOTAL **	47.99

*** PROJECT TOTALS ***

PROJECT	LINE ITEM		AMOUNT
PG1 BLR GANG/DRUG TF-GANG	2212	MOTOR FUEL, LUBRICANTS	0.00
		** PROJECT PG1 TOTAL **	0.00
W00 SANITARY SEWER	2211	GENERAL SUPPLIES	7.98
		** PROJECT W00 TOTAL **	7.98
W04 BIOSOLIDS	2212	MOTOR FUELS, LUBRICANTS & ADDI	80.63
		** PROJECT W04 TOTAL **	80.63
W13 WWTF IMPROVEMENTS	5520	BUILDING & STRUCTURES	480,806.67
		** PROJECT W13 TOTAL **	480,806.67

NO ERRORS

** END OF REPORT **



CITY OF MARSHALL AGENDA ITEM REPORT

Meeting Date:	Tuesday, January 14, 2020
Category:	NEW BUSINESS
Type:	ACTION
Subject:	Consider approval of the amended personnel policy, Chapter 10: Drug-Free Workplace.
Background Information:	<p>The League of Minnesota Cities has issued an update to their model policy on a Drug-Free Workplace, which includes policy language related to drug and alcohol testing for both commercial drivers (those required to hold a CDL license) and applicants/employees not required to hold a commercial drivers license. This amendment updates both policies 10.1 and 10.2. Policy 10.1 is the is applicable to non-commercial drivers and Policy 10.2 is applicable to commercial drivers. Policy 10.2 also complies with federal DOT regulations.</p> <p>Both the draft policy and the existing policy are included in the background materials.</p> <p>Staff recommends approval of the proposed policy, which was established by the League of Minnesota Cities and complies with both state and federal laws. This will replace our existing policy in its entirety.</p>
Fiscal Impact:	Not applicable.
Alternative/ Variations:	<p>None recommended.</p> <p>If the Council has concerns with the proposed policy language, staff recommend the Council approve the policy to maintain legal compliance, and then refer the policy to the Personnel Committee.</p>
Recommendations:	That the Council approves the amended Drug-Free Workplace Policy.

Chapter 10: DRUG-FREE WORKPLACE

Purpose

The City of Marshall (City) has a vital interest in maintaining safe, healthful, and efficient working conditions for employees, and recognizes that individuals who are impaired because of drugs and/or alcohol jeopardize the safety and health of other workers as well as themselves. The City does not intend to intrude into the private lives of its employees, but strongly believes that a drug- and alcohol-free workplace is in the best interest of employees and the public alike. Alcohol and drug abuse can cause unsatisfactory job performance, increased tardiness and absenteeism, increased accidents and workers' compensation claims, higher insurance rates, and an increase in theft of City property. The City of Marshall's Drug-Free Workplace policy has been established for the purpose of providing a safe workplace for all.

City employees and applicants required to hold a commercial driver's license by the United States Department of Transportation (DOT) for their job will be tested under the City's Drug and Alcohol Policy Testing for Commercial Drivers. All other employees and job applicants offered employment with the City must undergo testing as described by this policy.

To ensure the policy is clearly communicated to all employees and applicants to whom offers of employment have been made, and to comply with state law, employees and applicants are required to review this policy and sign a policy acknowledgement form. A job applicant will also acknowledge on this form that he/she understands that passing the drug test is a requirement of the job.

10.1 DRUG AND ALCOHOL POLICY AND TESTING

Persons Subject to Testing and Circumstances Under Which Testing May Be Required

Under this policy, the City may test any applicant to whom an offer of employment has been made and may test any employee for alcohol and/or controlled substance under any of the following circumstances, with a properly accredited or licensed testing laboratory, in accordance with Minn. Stat. §181.953, subd. 1:

- a. Pre-Employment Testing: Every job applicant offered employment with the City receives the offer conditioned upon successful completion of a drug test, among other conditions. If the job offer is withdrawn based on drug test results, the City will inform the applicant of the reasons for the withdrawal. A failure of the drug test, a refusal to take the test, or failure to meet other conditions of the offer will result in a withdrawal of the offer of employment, even if the applicant's provisional employment has begun. A negative or positive dilute test result (following a second collection), which has been confirmed, will also result in immediate withdrawal of an offer of employment to an applicant.

Temporary and seasonal employees are not subject to pre-employment testing, with the exception of those designated by the hiring department as safety-sensitive positions.

- b. Reasonable Suspicion Testing: Consistent with Minn. Stat. § 181.951, subd. 3, employees will be subject to alcohol and controlled substance testing when reasonable suspicion exists to believe that the employee:
 - Is under the influence of alcohol or a controlled substance; or
 - Has violated written work rules prohibiting the use, possession, sale or transfer of drugs or alcohol while working, while on City property, or while operating City vehicles, machinery or any other type of equipment; or
 - Has sustained a personal injury as defined in Minn. Stat. § 176.011, subd. 16 or has caused another employee to sustain an injury or;
 - Has caused a work-related accident or was operating or helping to operate machinery, equipment, or vehicles involved in a work-related accident.

Reasonable suspicion may be based upon, but is not limited to, facts regarding appearance, behavior, speech, breath, odor, possession, proximity to or use of alcohol or a controlled substance or containers or paraphernalia, poor safety record, excessive absenteeism, impairment of job performance, or any other circumstances that would cause a reasonable employer to believe that a violation of the City's policies concerning alcohol or drugs may have occurred. These observations will be reflected in writing on a Reasonable Suspicion Record of Observed Behavior form (see Human Resources for the form).

For off-site collection, employees will be driven to the employer-approved medical facility by their supervisor or a designee. For an on-site collection service, the employee will remain on site and be observed by the supervisor or designee. The medical facility or on-site collection service will take the urine or blood sample and will forward the sample to an approved laboratory for testing.

Pursuant to the requirements of the Drug-Free Workplace Act of 1988, all City employees, as a condition of continued employment, will agree to abide by the terms of this policy and must notify Human Resources of any criminal drug statute conviction for a violation occurring in the workplace not later than five days after such conviction. If required by law or government contract, the City will notify the appropriate federal agency of such conviction within 10 days of receiving notice from the employee.

- c. Treatment Program Testing: In accordance with Minn. Stat. § 181.951, subd. 6., the City may request or require an employee to undergo drug and alcohol testing if the employee has been referred by the City for chemical dependency treatment or evaluation, or is participating in a chemical dependency treatment program under an employee benefit plan. In such a case, the employee may be requested or required to undergo drug or alcohol testing without prior notice during the evaluation or treatment period and for a period of up to two years following completion of any prescribed chemical dependency treatment program.
- d. Routine Physical Examination Testing: The City may request or require an employee to undergo drug testing as part of a routine physical examination. The City, in accordance with Minn. Stat. § 181.951, subd. 3, will request or require this type of testing no more than once annually, and the employee will be provided with at least two weeks' written notice that the test will be required as part of the physical examination.
- e. Random Testing: In accordance with Minn. Stat. § 181.951, subd. 4, the City may require an employee to submit to random testing if the employee is in a safety-sensitive position.

Right of Refusal

Employees and job applicants have the right to refuse to submit to an alcohol or drug test under this policy. However, such a refusal will subject an employee to immediate termination. If an applicant refuses to submit to applicant testing, any conditional offer of employment will be withdrawn.

Any intentional act or omission by the employee or applicant that prevents the completion of the testing process constitutes a refusal to test.

An applicant or employee who substitutes, or attempts to substitute, or alters, or attempts to alter a testing sample is considered to have refused to take a drug and/or alcohol test. In such a case, the employee is subject to immediate termination of employment, and in the case of an applicant, the job offer will be immediately withdrawn.

Refusal on Religious Grounds

An employee or job applicant who, on religious grounds, refuses to undergo drug or alcohol testing of a blood sample will not be considered to have refused testing, unless the employee or job applicant also refuses to undergo drug or alcohol testing of a urine sample.

Cost of Required Testing

The City will pay for the cost of all drug and alcohol testing requested or required of all job applicants and employees, with the exception of confirmatory retests. Job applicants and employees are responsible for paying for all costs associated with any requested confirmatory retests.

Prohibited Conduct

a. Use and Possession of Alcohol or Drug(s) in the Workplace

Employees are prohibited from the use, possession, transfer, transportation, manufacture, distribution, sale, purchase, solicitation to sell or purchase, or dispensation of alcohol, drugs, or drug paraphernalia while on duty; is on City premises; while operating any City vehicle, machinery, or equipment; or when performing any City business, except (1) pursuant to a valid medical prescription used as properly instructed; (2) the use of over-the-counter controlled substance used as intended by the manufacturer; or (3) when necessary for approved law enforcement activity.

Besides having a zero-tolerance policy for the use or possession of alcohol, illegal drugs, or misused prescription drugs on the worksite, we also prohibit the use, possession of, impairment by any cannabis or medical cannabis products (e.g., hash oils or pills) on the worksite by a person working as an employee at the City or while "on call" and subject to return to work. Having a medical marijuana card, patient registry number, and/or cannabis prescription from a physician does not allow anyone to use, possess, or be impaired by that drug while working for the City. The federal government still classifies cannabis as an illegal drug, even though some states have decriminalized its possession and use. There is no acceptable concentration of marijuana metabolites in the blood or urine of an employee who operates our equipment or vehicles or who is on one of our worksites. Applicants and employees are still subject to being tested under our drug and alcohol testing policy. Employees are subject to being disciplined, suspended, or terminated after testing positive for cannabis if the employee used, possessed, or was impaired by cannabis, including medical cannabis, while on the premises of the place of employment or during the hours of employment.

b. Alcohol or Drug Impairment

Employees are prohibited from being under the influence of alcohol or drugs or having a detectable amount of an illegal drug in the blood or urine when reporting for work; while on duty; while on the City's premises; while operating any City vehicle, machinery, or equipment; or when performing any City business, except (1) pursuant to a valid medical prescription used as properly instructed; or (2) the use of over-the-counter controlled substance used as intended by the manufacturer.

c. Driving While Impaired

A conviction of driving while impaired in a City-owned vehicle at any time during business or non-business hours, or in an employee-owned vehicle while conducting City business, may result in discipline, up to and including discharge.

Criminal Controlled Substance Convictions

Any employee convicted of any criminal drug statute must notify his or her supervisor and the City's Human Resources Department in writing of such conviction no later than five days after such conviction. Within 30 days after receiving notice from an employee of a controlled substance-related conviction, the City will take appropriate personnel action against the employee up to and including discharge, or require the employee to satisfactorily participate in a controlled substance abuse assistance or rehabilitation program as an alternative to termination. In the event notice is not provided to the supervisor and the employee is deemed to be incapable of working safely, the employee will not be permitted to work and will be subject to disciplinary action, including dismissal from employment. In accordance with the Federal Drug-Free Workplace Act of 1988, if the City is receiving federal grants or contracts of over \$25,000, the City will notify the appropriate federal agency of such conviction within 10 days of receiving notice from the employee.

Failure to Disclose Lawful Controlled Substance

Employees taking a lawful controlled substance, including prescription and over-the-counter controlled substances, which may impair their ability to perform their job responsibilities or pose a safety risk to themselves or others, must advise their supervisor of this before beginning work. It is the employee's responsibility to seek out written information from his/her physician or pharmacist regarding medication and any job performance impairment and relay that information to his/her supervisor. In the event of such a disclosure, the employee will not be authorized to perform safety-sensitive functions.

Review and Notification of Test Results

- a. **Notification of Negative Test Results:** In the case of job applicants and in accordance with Minn. Stat. § 181.953, Human Resources will notify a job applicant of a negative drug result within three days of receipt of result by the City, and the hiring process will resume. In accordance with Minn. Stat. § 181.953, subd. 3, a laboratory must report results to the City within three working days of the confirmatory test result. A "Negative Test Results Notification" form will be sent to the job applicant, and the job applicant may request a copy of the test result report from Human Resources.

In the case of current employees and in accordance with Minn. Stat. § 181.953, Human Resources will notify the employee of a negative drug and/or alcohol result within three days of receipt of result by the City. A "Negative Test Results Notification" form will be sent to the employee, and he or she may request a copy of the test result report from Human Resources.

- b. **Notification of Positive Test Results:** In the event of a confirmed positive blood or urine alcohol and/or drug test result, the City will notify the employee of a positive drug and/or alcohol result within three days of receipt of the result. Human Resources will send to the employee or job applicant a "Positive Test Results Notification" letter containing further instructions. The employee or job applicant may contact Human Resources to request a copy of the test result report if desired. In accordance with Minn. Stat. § 181.953, subd. 3, a laboratory must report results to the City within three working days of the confirmatory test result.

Right to Provide Information after Receiving Test Results

Within three working days after notice of a positive controlled substance or alcohol test result on a confirmatory test, the employee or job applicant may submit information to the City to explain the positive result. In accordance with Minn. Stat. § 181.953, subd. 10, if an employee submits information either before a test or within three working days after a positive test result that explains the positive test result, such as medications the employee is taking, the City will not take an adverse employment action based on that information unless the employee has already been under an affirmative duty to provide the information before, upon, or after hire.

Right to Confirmatory Retest

A job applicant or employee may request a confirmatory retest of the original sample at the job applicant's or employee's own expense after notice of a positive test result on a confirmatory test. Within five working days after notice of the confirmatory test result, the job applicant or employee must notify the City in writing of the job applicant's or employee's intention to obtain a confirmatory retest. Within three working days after receipt of the notice, the City will notify the original testing laboratory that the job applicant or employee has requested the laboratory to conduct the confirmatory retest or transfer the sample to another qualified laboratory licensed to conduct the confirmatory retest. The original testing laboratory will ensure the control and custody procedures are followed during transfer of the sample to the other laboratory. In accordance with Minn. Stat. § 181.953, subd. 3, the laboratory is required to maintain all samples testing positive for a period of six months. The confirmatory retest will use the same controlled substance and/or alcohol threshold detection levels as used in the original confirmatory test.

In the case of job applicants, if the confirmatory retest does not confirm the original positive test result, the City's job offer will be reinstated, and the City will reimburse the job applicant for the actual cost of the confirmatory retest. In the case of employees, if the confirmatory retest does not confirm the original positive test result, no adverse personnel action based on the original confirmatory test will be taken

against the employee, the employee will be reinstated with any lost wages or salary for time lost pending the outcome of the confirmatory retest result, and the City will reimburse the employee for the actual cost of the confirmatory retest.

Access to Reports

In accordance with Minn. Stat. § 181.953, subd. 10, an employee will have access to information contained in his or her personnel file relating to positive test results and to the testing process, including all information gathered as part of that process.

Dilute Specimens

A negative or positive dilute test result (following a second collection) which has been confirmed will subject an employee to immediate termination.

Consequences for Employees Engaging in Prohibited Conduct

- a. Job Applicants: The City's conditional offer of employment will be withdrawn from any job applicant who refuses to be tested or tests positive for illegal drugs as verified by a confirmatory test.
- b. Employees:
 - No Adverse Action without Confirmatory Test. The City will not discharge, discipline, discriminate against, or request or require rehabilitation of an employee based on a positive test result from an initial screening test that has not been verified by a confirmatory test.
 - Suspension Pending Test Result. The City may temporarily suspend a tested employee with or without pay, or transfer that employee to another position at the same rate of pay pending the outcome of the requested confirmatory retest, provided the City believes that it is reasonably necessary to protect the health or safety of the employee, co-employees, or the public. The employee will be asked to return home and will be provided appropriate arrangements for return transportation to his or her residence. In accordance with Minn. Stat. § 181.953, subd. 10, an employee who has been suspended without pay will be reinstated with back pay if the outcome of the requested confirmatory retest is negative.

Discipline and Discharge

Confirmatory Positive Test Result: The City will not discharge an employee for a first confirmatory positive test unless the following conditions have been met:

- The City has first given the employee an opportunity to participate in either a drug or alcohol counseling or rehabilitation program, whichever is more appropriate, as determined by the City after consultation with a certified chemical use counselor or physician trained in the diagnosis and treatment of chemical dependency. Participation by the employee in any recommended substance abuse treatment program will be at the employee's own expense or pursuant to the coverage under an employee benefit plan. The certified chemical use counselor or physician trained in the diagnoses and treatment of chemical dependency will determine if the employee has followed the rehabilitation program as prescribed; and
- The employee has either refused to participate in the counseling or rehabilitation program or has failed to successfully complete the program, as evidenced by withdrawal from the program before its completion or by a refusal to test or positive test result on a confirmatory test after completion of the program.

Other Misconduct

Nothing in this policy limits the right of the City to discipline or dismiss an employee on grounds other than a positive confirmatory test result, including conviction of any criminal drug statute for a violation occurring in the workplace or violation of other City personnel policies.

Emergency Call Back to Work Provisions

If an employee is called out for a City emergency and he or she reports to work and is suspected of being under the influence of drugs or alcohol, he or she will not be subject to the testing procedures of this

policy, but may be subject to discipline and will not be allowed to work. Appropriate arrangements for return transportation to the employee's residence will be made. It is the sole responsibility of the employee who is under the influence of alcohol and/or drugs and who is called out for a City emergency, to notify his or her supervisor of this information and advise if he or she is unable to respond to the emergency call back.

Non-Discrimination

The City of Marshall policy on work-related substance abuse is non-discriminatory in intent and application; however, in accordance with Minn. Stat., Ch. 363, disability does not include conditions resulting from alcohol or other drug abuse which prevents an employee from performing the essential functions of the job in question or constitutes a direct threat to property of the safety of individuals.

Furthermore, the City will not retaliate against any employee for asserting his or her rights under this policy.

City's Employee Assistance Program

The City has in place a formal employee assistance program (EAP) to assist employees in addressing serious personal or work-related problems at any time. The City's EAP provides confidential, cost-free, short-term counseling to eligible employees. Eligible employees include: full-time employees, firefighters, and part-time police officers. Employees who may have an alcohol or other drug abuse problem are encouraged to seek assistance before a problem affects their employment status. Employee assistance program services are available by contacting Morneau Shepell at 866-451-5465 or online at www.niseap.com.

Policy Contact for Additional Information

If you have any questions about this policy or the City's drug and alcohol testing procedures, you may contact your immediate supervisor or Human Resources to obtain additional information.

By this policy, the City of Marshall has established a drug-free awareness program to inform employees about the dangers of drug abuse in the workplace and its policy of maintaining a drug-free workplace. Each City employee will receive a copy of this policy and will be required to read it.

Definitions

Alcohol: Means the intoxicating agent in beverage alcohol or any low molecular weight alcohols such as ethyl, methyl, or isopropyl alcohol. The term includes but is not limited to beer, wine, spirits, and medications such as cough syrup that contain alcohol.

Alcohol use or usage: Means the consumption of any beverage, mixture, or preparation, including any medication, containing alcohol.

Applicant: Means a person applying for a job with the City.

City: Means the City of Marshall.

City premises: Means, but is not limited to, all City job sites and work areas. For the purposes of this policy, City premises also includes any other locations or modes of transportation to and from those locations while in the course and scope of employment of the City.

City vehicle: Means any vehicle which employees are authorized to use solely for City business when used at any time; or any vehicle owned or leased by the City when used for City business.

Collection site: Means a place designated by the City where job applicants and employees present themselves for the purpose of providing a specimen of their breath, urine, and/or blood to be analyzed for the presence of controlled substances and alcohol.

Confirmatory test: Means a controlled substance or alcohol test on a sample to substantiate the results of a prior controlled substance or alcohol test on the same sample, and that uses a method of analysis allowed under one of the programs listed in Minn. Stat. § 181.953, subd. 1.

Drug: Has the same meaning as “controlled substance” defined in Minn. Stat. § 152.01, subd. 4.

Drug and alcohol testing, drug or alcohol testing, and drug or alcohol test: Mean analysis of a body component sample according to the standards established under one of the programs listed in Minn. Stat. § 181.953, subd.1, for the purpose of measuring their presence or absence of drugs, alcohol, or their metabolites in the sample tested.

Drug paraphernalia: Has the meaning set forth in Minn. Stat. § 152.01, subd. 18.

Employee: Means a person who performs services for compensation for the City and includes independent contractors except where specifically noted in this policy.

Initial screening test: Means a drug or alcohol test that uses a method of analysis under one of the programs listed in Minn. Stat. § 181.953, subd. 1.

Job applicant: Means a person who applies to become an employee of the City, and includes a person who has received a job offer made contingent on the person passing drug testing.

Positive test result: Means a finding of the presence of alcohol, illegal drugs, or their metabolites that exceeds the values listed in the table below. Minimum threshold detection levels are subject to change as determined in the City’s sole discretion.

Drug Panel	Initial Level	Confirmation Level
AMPHETAMINES	1000 ng/mL	500 ng/mL
BARBITURATES	300 ng/mL	200 ng/mL
BENZODIAZEPINES	300 ng/mL	300 ng/mL
COCAINE METABOLITES	300 ng/mL	150 ng/mL
MARIJUANA METABOLITES	50 ng/mL	15 ng/mL
METHADONE	300 ng/mL	200 ng/mL
METHAQUALONE	300 ng/mL	300 ng/mL
OPIATES	2000 ng/mL	2000 ng/mL
PHENCYCLIDINE	25 ng/mL	25 ng/mL
PROPOXYPHENE	300 ng/mL	200 ng/mL

Random selection basis: Means a mechanism for selection of employees that (1) results in an equal probability that any employee from a group of employees subject to the selection mechanism will be selected, and (2) does not give an employer discretion to waive the selection of any employee selected under the mechanism.

Reasonable suspicion: Means a basis for forming a belief based on specific facts and rational inferences drawn from those facts.

Safety-sensitive position: Means a job, including any supervisory or management position, in which an impairment caused by drug or alcohol usage would threaten the health or safety of any person.

Under the influence: Means (1) the employee tests positive for alcohol or drugs, or (2) the employee’s actions, appearance, speech, and/or bodily odors reasonably cause the City to conclude that the employee is impaired because of illegal drug use or alcohol use.

10.2 Drug and Alcohol Policy and Testing for Commercial Drivers

Purpose

This policy implements the drug and alcohol testing requirements of the Federal Motor Carrier Safety Administration (FMCSA), an agency of the U.S Department of Transportation (DOT). It is in addition to the Drug and Alcohol Policy (Policy 10.1 above) which is established under Minnesota state law and the Drug Free Workplace Act of 1988.

The City of Marshall (City) has a vital interest in maintaining safe, healthful, and efficient working conditions for employees, and recognizes that individuals who are impaired because of drugs and/or alcohol jeopardize the safety and health of other workers as well as themselves. The City is concerned about providing a safe workplace for its employees, and while the City does not intend to intrude into the private lives of its employees, it is the goal to provide a work environment conducive to maximum safety and optimum work standards. Alcohol and drug abuse can cause unsatisfactory job performance, increased tardiness and absenteeism, increased accidents and workers' compensation claims, higher insurance rates, and an increase in theft of City property. The use, possession, manufacture, sale, transportation, or other distribution of controlled substance or controlled substance paraphernalia and the unauthorized use, possession transportation, sale, or other distribution of alcohol is contrary to this policy and jeopardizes public safety.

In response to regulations issued by United States Department of Transportation (DOT), the City has adopted this Policy on Drugs and Alcohol for employees who hold a commercial driver's license (CDL) to perform their duties. The City also has a separate Policy on Drug and Alcohol Testing for employees not covered by DOT regulations.

Given the significant dangers of alcohol and controlled substance use, each applicant and driver must abide by this policy as a term and condition of hiring and continued employment. Moreover, federal law requires the City to implement such a policy.

To ensure this policy is clearly communicated to all drivers and applicants, and in order to comply with applicable federal law, drivers and applicants are required to review this policy and sign a *Certificate of Receipt*.

Because changes in applicable law and the City's practices and procedures may occur from time to time, this policy may change in the future, and nothing in this policy is intended to be a contract, promise, or guarantee the City will follow any particular course of action, disciplinary, rehabilitative or otherwise, except as required by law. This policy does not in any way affect or change the status of any at-will employee.

Any revisions to the Federal Omnibus Transportation Employee Testing Act will take precedent over this policy to the extent the policy has not incorporated those revisions.

Persons Subject to Testing & Types of Tests

All employees, except those specifically exempted below, are subject to testing who job duties include performing "safety-sensitive duties" on City vehicles that:

1. Have a gross combination weight rating or gross combination weight of 26,001 pounds or more, whichever is greater, inclusive of a towed unit(s) with a gross vehicle weight rating or gross vehicle weight of more than 10,000 pounds, whichever is greater; or
2. Have a gross vehicle weight rating or gross vehicle weight of 26,0001 or more pounds whichever is greater; or
3. Are designed to transport 16 or more passengers, including the driver; or
4. Are of any size and are used in the transportation of materials found to be hazardous for the purposes of the Hazardous Materials Transportation Act (49 U.S.C. 5103(b)) and which require the motor vehicle to be placarded under the Hazardous Materials Regulations (49 CFR part 172, subpart F).

Employees exempted: The Federal Highway Administration (FHWA) has granted states the option of waiving CDL requirements for authorized emergency vehicles. The state of Minnesota has exercised the option not to require CDLs. Therefore, 49 CFR Part 382 is not applicable to City Firefighters or Chemical Assessment Team (CAT) employees. The requirements of Policy 10.1 apply to employees in these job classes.

The following functions are considered safety-sensitive:

- all time waiting to be dispatched to drive a commercial motor vehicle
- all time inspecting, servicing, or conditioning a commercial motor vehicle
- all time driving at the controls of the commercial motor vehicle
- all other time in or upon a commercial motor vehicle (except time spent resting in a sleeper berth)
- all time loading or unloading a commercial motor vehicle, attending the same, giving or receiving receipts for shipments being loaded or unloaded, or remaining in readiness to operate the vehicle
- all time repairing, obtaining assistance, or attending to a disabled commercial motor vehicle.

Types of Testing

The City may test any applicant to whom a conditional offer of employment has been made and any driver for controlled substance and alcohol under any of the following circumstances:

- a. Pre-Employment Testing: All applicants, including current employees seeking a transfer, applying for a position where duties include performing safety-sensitive duties described above, will be required to take a drug test prior to the first time a driver performs a safety-sensitive function for the City. A driver may not perform safety-sensitive functions unless the driver has received a controlled substance test result from the Medical Review Officer (MRO) indicating a verified negative test result. In addition to pre-employment controlled substance testing, applicants will be required to authorize, in writing, former employers to release alcohol test results of .04 or greater, positive controlled substance test results, refusals to test, other violations of drug and alcohol testing regulations, and completion of return to duty requirements within the preceding three years.

The City will contact the candidate's DOT regulated previous and current employers within the last three years for drug and alcohol test results, as referenced above, and review the testing history if feasible before the employee first performs safety-sensitive functions for the City. Beginning in 2020, the City will also conduct a limited query of the Federal Motor Carrier Safety Administration's Clearinghouse for all candidates. In addition, at least once a year, the City will conduct a limited query of the Clearinghouse for each currently employed CDL driver. If the limited query reveals that the Clearinghouse has information about resolved or unresolved drug and alcohol program violations by a candidate or current employee, he or she will be asked to provide electronic consent to a full query of the Clearinghouse (unless he or she has previously provided electronic consent). In the event a full query of the Clearinghouse reveals unresolved violation information for a candidate or current employee, the driver will not be permitted to perform safety-sensitive functions, including the operation of a Commercial Motor Vehicle and, in the case of a candidate, may have their conditional offer of employment rescinded or, in the case of a current employee, may be subject to discipline.

- b. Post-Accident Testing: As soon as practicable following an accident involving a commercial motor vehicle operating on a public road, the City will test each surviving driver for controlled substances and alcohol when the following occurs:
 - The accident involves a fatality, or
 - The driver receives a citation for a moving traffic violation from the accident and an injury is treated away from the accident scene, or
 - The driver receives a citation for a moving traffic violation from the accident and a vehicle is required to be towed from the accident scene.

The following chart summarizes when DOT post-accident testing needs to be conducted:

Type of accident involved	Citation issued to the DOT covered CDL driver?	Test must be performed by the City
i. Human fatality	YES	YES
	NO	YES
ii. Bodily injury with immediate medical treatment away from the scene	YES	YES
	NO	NO
iii. Disabling damage to any motor vehicle requiring tow away	YES	YES
	NO	NO

A driver subject to post-accident testing must remain readily available or the driver will be deemed to have refused to submit to testing. This requirement to remain ready for testing does not preclude a driver from leaving the scene of an accident for the period necessary to obtain assistance in responding to the accident or to obtain necessary medical care.

- c. Post – Accident Controlled Substance Testing: Drivers are required to submit a urine sample for post-accident controlled substance testing as soon as possible. If the driver is not tested within thirty-two (32) hours after the accident, the City will cease its attempts to test the driver and prepare and maintain on file a record stating why the test was not promptly administered.
- d. Post- Accident Alcohol Testing: Drivers are required to submit to post-accident alcohol testing as soon as possible. After an accident, consuming alcohol is prohibited until the driver is tested. If the driver is not tested within two (2) hours after the accident, the City will prepare and maintain on file a record stating why the test was not administered within that time. If eight hours have elapsed since the accident and the driver has not submitted to an alcohol test, the City will cease its attempts to test the driver and prepare and maintain on file a record stating why the test was not administered.

The City may accept the results of a blood or breath test in place of an alcohol test and urine test for the use of controlled substances if:

- The tests are conducted by federal, state, or local officials having independent authority for the test, and
- The tests conform to applicable federal, state, or local testing requirements, and
- The test results can be obtained by the City.

Whenever such a test is conducted by a law enforcement officer, the driver must contact the City and immediately report the existence of the test, providing the name, badge number, and telephone number of the law enforcement officer who conducted the test.

- e. Random Testing: Every driver will be subject to unannounced alcohol and controlled substance testing on a random selection basis. Drivers will be selected for testing by use of a scientifically valid method under which each driver has an equal chance of being selected each time selections are made. These random tests will be conducted throughout the calendar year. Each driver who is notified of selection for random testing must cease performing safety-sensitive functions and report to the designated test site immediately. It is mathematically possible drivers may be selected be picked and tested more than once, and others not at all.

If a driver is selected for a random test while he or she is absent, on leave or away from work, that driver may be required to undergo the test when he or she returns to work.

Beginning 2019, federal law requires the City to test at a rate of at least twenty-five percent (25%) of its average number of drivers for controlled substance each year, and to test at a rate of at least ten percent (10%) of its average number of drivers for alcohol each year. These minimum testing rates are subject to change by the DOT.

- f. Reasonable Suspicion Testing: When a supervisor has reasonable suspicion to believe a driver has engaged in conduct prohibited by federal law or this policy, the City will require the driver to submit to an alcohol and/or controlled substance test.

The City's determination that reasonable suspicion exists to require the driver to undergo an alcohol test will be based on "specific, contemporaneous, articulable observations concerning the appearance, behavior, speech, or body odors of the driver." In the case of controlled substance, the observations may include indications of the chronic and withdrawal effects of a controlled substance.

The required observations for reasonable suspicion testing will be made by a supervisor or other person designated by the City who has received appropriate training in identification of actions, appearance and conduct of a driver which are indicative of the use of alcohol or controlled substance. These observations leading to an alcohol or controlled substance test, will be reflected in writing on the Reasonable Suspicion Record of Observed Behavior form (see Human Resources for the form) and signed by the supervisor who made the observations. The record will be retained by the City Human Resources department. The person who makes the determination that reasonable suspicion exists to conduct testing, will not be the person conducting the testing, which shall instead be conducted by another qualified person.

Alcohol testing is authorized only if the observations are made during, just before, or just after the driver has ceased performing such functions. If a reasonable suspicion alcohol test is not administered within two (2) hours following the determination of reasonable suspicion, the City will prepare and maintain on file a record stating the reasons the alcohol test was not promptly administered. If a reasonable suspicion alcohol test is not administered within eight (8) hours following the determination of reasonable suspicion, the City will prepare and maintain on file a record stating the reasons the alcohol test was not administered and will cease attempts to conduct the alcohol test.

Notwithstanding the absence of a reasonable suspicion test, no driver may report for duty or remain on duty requiring the performance of safety-sensitive functions while the driver is under the influence of or impaired by alcohol, as shown by the behavioral, speech, and performance indicators of alcohol use, nor will the City permit the driver to perform or continue to perform safety-sensitive functions until (1) an alcohol test is administered and the driver's alcohol concentration is less than .02; or (2) twenty-four (24) hours have elapsed following the determination of reasonable suspicion.

- g. Return-to-Duty Testing: The City reserves the right to impose discipline against drivers who violate applicable FMCSA or DOT rules or this policy, subject to applicable personnel policy and collective bargaining agreements. Except as otherwise required by law, the City is not obligated to reinstate or requalify such drivers for a first positive test result.

Should the City consider reinstatement of a DOT covered driver, the driver must undergo a Substance Abuse Professional (SAP) evaluation and participate in any prescribed education/treatment, and successfully complete return-to-duty alcohol test with a result indicating an alcohol concentration of less than 0.02 and/or a controlled substance test with a verified negative result, before the driver returns to duty requiring the performance of a safety-sensitive function. The SAP determines if the driver has completed the education/treatment as prescribed.

The employee is responsible for paying for all costs associated with the return-to-duty test. The controlled substance test will be conducted under direct observation.

- h. Follow-Up Testing: The City reserves the right to impose discipline against drivers who violate applicable FMCSA or DOT rules or this policy, subject to applicable personnel policies and collective bargaining agreements. Except as otherwise required by law, the City is not obligated to reinstate or requalify such drivers.

Should the City reinstate a driver following a determination by a Substance Abuse Professional (SAP) that the driver is in need of assistance in resolving problems associated with alcohol use and/or use of controlled substance, the City will ensure that the driver is subject to unannounced follow-up alcohol and/or controlled substance testing. The number and frequency of such follow-up testing will be directed by the SAP and will consist of at least six (6) tests in the first twelve (12) months following the driver's return to duty. Follow-up testing will not exceed sixty (60) months from the date of the driver's return to duty. The SAP may terminate the requirement for follow-up testing at any time after the first six tests have been administered, if the SAP determines such test is no longer necessary. The employee is responsible for paying for all costs associated with follow-up tests.

Follow-up alcohol testing will be conducted only when the driver is performing safety-sensitive functions, or immediately prior to or after performing safety-sensitive functions.

Cost of Required Testing

The City will pay for the cost of pre-employment, post-accident, random, and reasonable suspicion controlled substance and alcohol testing requested or required of all job applicants and employees. The driver must pay for the cost of all requested confirmatory re-tests, return-to-duty, and follow-up testing.

Required Prior Controlled Substance and Alcohol Checks for Applicants

The City will conduct prior drug and alcohol checks of applicants for employment to drive a commercial motor vehicle. Applicants must execute a consent form authorizing the City to obtain the required information. The City will obtain (pursuant to the applicant's written consent) information on the applicant's alcohol test with a concentration result of 0.04 or greater, positive controlled substance test results, and refusals to be tested within the preceding three (3) years which are maintained by the applicant's previous employers. The City will obtain all information concerning the applicant which is maintained by the applicant's previous employers within the preceding three (3) years pursuant to DOT and FMCSA controlled substance and alcohol testing regulations. The City will review such records, if feasible, prior to the first time a driver performs safety-sensitive functions.

Prohibited Conduct

The following conduct is explicitly prohibited by applicable DOT and FMCSA regulations and therefore constitutes violation of City policy.

- a. Under the influence of alcohol when reporting for duty or while on duty
No driver may report for duty or remain on duty requiring the performance of safety-sensitive functions while having an alcohol concentration of 0.04 or greater. Drivers reporting for duty or remaining on duty to perform safety-sensitive functions while having an alcohol concentration of 0.02, but less than 0.04, will be removed from duty for 24 hours, escorted home and placed on vacation leave, compensatory time, or other appropriate leave of absence for hours missed from work.
- b. On-Duty Use of Alcohol
No driver may use alcohol while performing safety-sensitive functions.
- c. Pre-Duty Use of Alcohol
No driver may perform safety-sensitive functions within four (4) hours after using alcohol. If an employee has had alcohol within four hours, they are to notify their supervisors before performing any safety-sensitive functions.
- d. Alcohol Use Following an Accident
No driver required to take a post-accident alcohol test may use alcohol for eight (8) hours following the accident, or until the driver undergoes a post-accident alcohol test, whichever occurs first.
- e. Refusal to Submit to a Required Alcohol or Controlled Substance Test
No applicant or driver may refuse to submit to pre-employment, post-accident, random, reasonable suspicion or follow-up alcohol or controlled substance testing.

In the event an applicant or driver does in fact refuse to submit to required alcohol or controlled substance testing, no test will be conducted. Refusal by a driver to submit to controlled substance or alcohol testing will be considered a positive test result, will cause disqualification from performing safety-sensitive functions, and may appear on the driver's permanent record. Drivers who refuse to submit to testing will be subject to discipline, up to and including termination. If an applicant refuses to submit to pre-employment controlled substance testing, any applicable conditional offer will be withdrawn.

For purposes of this section, a driver is considered to have refused to submit to an alcohol or controlled substance test when the driver:

- Fails to provide adequate breath for alcohol testing without a valid medical explanation after he or she has received notice of the requirement for breath testing.
- Fails to provide adequate urine for controlled substance testing without a genuine inability to provide a specimen (as determined by a medical evaluation), after he or she has received notice of the requirement for urine testing.
- Fails to report for testing within a reasonable period of time, as determined by the City.
- Fails to remain at a testing site until testing is complete.
- In the case of directly observed or monitored collection, fails to permit observation or monitoring.
- Fails or declines to take a second test as required by the City and/or collector.
- Fails to undergo a medical examination as directed by the City pursuant to federal law.
- Refuses to complete and sign the alcohol testing form, to provide a breath or saliva sample, to provide an adequate amount of breath, or otherwise cooperate in any way that prevents the completion of the testing process.
- Engages in conduct that clearly obstructs the test process.

f. Altering or attempting to alter a urine sample or breath test

A driver altering or attempting to alter a urine sample or controlled substance test, or substituting or attempting to substitute a urine sample, will be subject to providing a specimen under direct observation. Both specimens will be subject to laboratory testing. In such case, the employee may be subject to immediate termination of employment and any job offer made to an applicant will be immediately withdrawn.

g. Controlled Substance Use

No driver may report for duty or remain on duty requiring the performance of safety-sensitive functions when the driver uses any controlled substance, except when the use is pursuant to the instructions of a licensed medical practitioner who has advised the driver in writing the substance does not adversely affect the driver's ability to safely operate a commercial motor vehicle. Drivers must forward this information regarding therapeutic controlled substance use to the City immediately after receiving any such advice.

Having a medical marijuana card and/or a cannabis prescription from a physician does not allow anyone to use or possess that drug in the City's workplace. The federal government still classifies cannabis as an illegal drug. There is no acceptable concentration of marijuana metabolites in the urine or blood of an employee who performs safety-sensitive duties for the City. Employees are still subject to being tested under our policies, as well as for being disciplined, suspended or terminated after testing positive for cannabis while at work.

h. Controlled Substance Testing

No driver may report for duty, remain on-duty or perform a safety-sensitive function if the driver tests positive for controlled substance.

i. Additional Prohibited Conduct: In addition to the conduct prohibited by applicable DOT and FMCSA regulations, the City also maintains other applicable policies regarding drug and alcohol that are applicable to all employees. For specifics regarding those requirements, refer to the City's Prohibited Conduct within Policy 10.1.

Collection and Testing Procedures

Drivers are required to report immediately upon notification to the collection site. For random tests conducted off site, employees may use a City vehicle to drive to the collection site. Drivers will be expected to provide a photo ID card for identification to the collection staff. All drivers will be expected to cooperate with collection site personnel request to remove any unnecessary outer garments such as coats, sweaters or jackets and will be required to empty their pockets. Collection personnel will complete a Federal Custody and Control Form (CCF) which drivers providing a sample will sign as well.

a. Alcohol Testing

Employees will be tested for alcohol just before, during, or immediately following performance of a safety-sensitive function. If a driver is also taking a DOT controlled substance test, generally speaking, the alcohol test is completed before the urine collection process begins. Screening tests for alcohol concentration will be performed utilizing a non-evidential screening device included by the National Highway Traffic Safety Administration on its conforming products list (e.g., a saliva screening device) or an evidential breath testing device (EBT) operated by a trained breath alcohol technician (BAT) at a collection site. An alcohol test usually takes approximately 15 minutes if the result is negative. If a driver's first attempt is positive (with an alcohol concentration of .02 or greater), the driver will be asked to wait at least 15 minutes and then be tested again. The driver may not eat, drink or place anything in his/her mouth (e.g., cigarette, chewing gum) during this time. All confirmation tests will be conducted in a location that affords privacy to the driver being tested, unless unusual circumstances (e.g., when it is essential to conduct a test outdoors at the scene of an accident) make it impracticable to provide such privacy. Any results less than 0.02 alcohol concentration is considered a "negative" test result.

If the driver attempts and fails to provide an adequate amount of breath, he/she will be referred to a physician to determine if the driver's inability to provide a specimen is genuine or constitutes a refusal to test. Alcohol test results are reported directly to the Employer by the collection site staff.

b. Controlled Substance Testing

The City will use a "split urine specimen" collection procedure for controlled substance testing. Collection of urine specimens for controlled substance testing will be conducted by an approved collector and will be conducted in a setting and manner to ensure the driver's privacy.

Controlled substance testing generally takes about 15 minutes. At the collection site, the driver will be given a sealed container and must provide at least 45 ml of urine for testing. Once the sample is provided the collection personnel will check the temperature and color and look for signs of contamination. The urine is then split into two separate specimen containers (A, or "primary," and B, or "split") with identifying labels and security seals affixed to both. The collection facility will be responsible for maintaining a proper chain of custody for delivery of the sample to a DHHS-certified laboratory for analysis. The laboratory will retain a sufficient portion of any positive sample for testing and store that portion in a scientifically-acceptable manner for a minimum 365-day period.

If an employee fails to provide a sufficient amount of urine to permit a controlled substance test (45 milliliters of urine), the collector will discard the insufficient specimen, unless there is evidence of tampering with that specimen. The collector will urge the driver to drink up to 40 ounces of fluid, distributed reasonably over a period of up to three hours, or until the driver has provided a sufficient urine specimen, whichever occurs first. If the driver has not provided a sufficient specimen within three hours of the first unsuccessful attempt, the collector will cease efforts to attempt to obtain a specimen. The driver must then obtain, within five calendar days, an evaluation from a licensed physician, acceptable to the MRO, who has expertise in the medical issues raised by the employee's failure to provide a sufficient specimen. If the licensed physician concludes the driver has a medical condition, or with a high degree of probability could have, precluded the driver from providing a sufficient amount of urine, the City will consider the test to have been canceled. If a licensed physician cannot make such a determination, the City will consider the driver to have engaged in a refusal to test, and will take appropriate disciplinary action under this policy.

The primary specimen is used for the first test. If the test is negative, it is reported to the MRO who then reports the result, following a review of the CCF Form for compliance, to the City. If the initial result is positive or non-negative, a “confirmatory retest” will be conducted on the primary specimen. If the confirmatory re-test is also positive, the result will be sent to the MRO. The MRO will contact the driver to verify the positive result. If the MRO is unable to reach the driver directly, the MRO must contact the City who will direct the driver to contact the MRO.

Review of Test Results

The MRO is a licensed physician with knowledge and clinical experience in substance abuse disorders, and is responsible for receiving and reviewing laboratory results of the controlled substances test as well as evaluating medical explanations for certain drug test results. Prior to making a final decision to verify a positive test result, the MRO will give the driver or the job applicant an opportunity to discuss the test result, typically through a phone call. The MRO, or a staff person under the MRO’s supervision, will contact the individual directly, on a confidential basis, to determine whether the individual wishes to discuss the test result. If the employee or job applicant wishes to discuss the test result:

- The individual may be required to speak and/or meet with the MRO, who will review the individual’s medical history, including any medical records provided.
- The individual will be afforded the opportunity to discuss the test results and to offer any additional or clarifying information which may explain the positive test result. If the employee or job applicant, believes a mistake was made at the collection site, at the labor, on a chain-of-custody form, or that the drug test results are caused by lawful substance use, the employee should tell the MRO.
- If there is some new information which may affect the original finding, the MRO may request the laboratory to perform additional testing on the original specimen in order to further clarify the results; and
- A final determination will be made by the MRO that the test is either positive or negative, and the individual will be so advised.

If the MRO upholds the positive, adulterated or substituted drug determination, that test result will be provided to the City. There is no opportunity to explain a positive alcohol test provided in the DOT regulations.

The driver can request the MRO to have the split specimen (the second “B” container) tested at the driver’s expense. This includes all costs that may be associated with the re-test. There is no split specimen testing for an invalid result. The driver has 72 hours after they have been notified of the positive result to make this request. If the employee requests an analysis of the split specimen, the MRO will direct the laboratory to send the split specimen to another certified laboratory for analysis.

If an employee has not contacted the MRO within 72 hours, the employee may present information documenting that serious injury, illness, lack of actual notice of the verified test result, inability to contact the MRO, or other circumstances unavoidably prevented the employee from making timely contact. If the MRO concludes there is legitimate explanation for the employee’s failure to contact within 72 hours, the MRO will direct the analysis of the split specimen.

If the results of the split specimen are negative, the City may pay for all costs associated with the rest and there will be no adverse action taken against the employee or job applicant.

Notification of Test Results

Employees

The City will notify a driver of the results of random, reasonable suspicion, and post-accident tests for controlled substance if the test results are verified positive, and will inform the driver which controlled substance or substances were verified as positive. Results of alcohol tests will be immediately available from the collection agent.

Right to Confirmatory Retest.

Within seventy-two (72) hours after receiving notice of a positive controlled substance test result, an applicant or driver may request through the MRO a re-analysis (confirmatory retest) of the driver's split specimen. Action required by federal regulation as a result of a positive controlled substance test (e.g., removal from safety-sensitive functions) will not be stayed during retesting of the split specimen. If the result of the confirmatory retest fails to reconfirm the presence of the controlled substance(s) or controlled substance metabolite(s) found in the primary specimen, or if the split specimen is unavailable, inadequate for testing or untestable, the MRO will cancel the test.

Dilute Specimens

- Dilute Negatives:
Creatinine concentration of specimen is equal to or greater than 2 mg/dL, but less than or equal to 5 mg/dL. If the City receives information that a driver has provided a dilute negative specimen, the City will direct a recollection, pursuant to the MRO's direction, under direct observation.

Creatinine concentration of specimen is greater than 5 mg/dL. If the MRO advises the City that the employee's dilute negative specimen contains a creatinine concentration greater than five mg/dL the City will direct the driver to take a second screening test, not under direct observation. The second screening test will be performed as soon as possible after the City receives word of the dilute negative specimen. This second screening test is applicable to pre-employment testing, reasonable suspicion, post-accident, or random testing.

- Dilute Positives:
If the City receives information that a driver has provided a dilute positive specimen, the City will consider the employee to have tested positive under this policy.

Consequences for Drivers Engaging in Prohibited Conduct

Job Applicants

Any applicable conditional offer of employment will be withdrawn from a job applicant who refuses to be tested or tests positive for controlled substance pursuant to this policy.

Employees

Drivers who are known to have engaged in prohibited behavior with regard to alcohol misuse or use of controlled substance, as defined earlier in this policy, are subject to the following consequences:

- a. Removal from Safety-Sensitive Functions
No driver may perform safety-sensitive functions, including driving a commercial motor vehicle, if the driver has engaged in conduct prohibited by federal law.

No driver who is found to have an alcohol concentration of 0.02 or greater but less than 0.04 may perform or continue to perform safety-sensitive functions for the City, including driving a commercial motor vehicle, until the start of the driver's next regularly scheduled duty, but not less than twenty-four (24) hours following administration of the test.

If a driver tests positive under this policy, or is found to have an alcohol concentration of .02 or greater but less than .04, the driver will be removed from safety sensitive duties and escorted home; the driver should not drive home, but be escorted to his or her home. The driver will then be placed on vacation or may utilize other existing accruals for hours missed from work. If no accruals are available, the employee will be placed on an administrative leave of absence. The driver is not eligible to use sick leave accruals in this situation.

- b. Notification of Resources Available

The City will advise each driver who has engaged in conduct prohibited by federal law or who has a positive alcohol or controlled substance test of the resources available to the driver, including but not limited to the City's Employee Assistance Program (EAP), in evaluating and resolving problems associated with the misuse of alcohol and use of a controlled substance, including the names, addresses, and telephone numbers of Substance Abuse Professionals and counseling and treatment programs. The City will provide this SAP listing in writing at no cost to the driver.

c. Discipline

The City reserves the right to impose whatever discipline the City deems appropriate in its sole discretion, up to and including termination for a first occurrence, against drivers who violate applicable FMCSA or DOT rules or this policy, subject to applicable personnel policies and collective bargaining agreements. Except as otherwise required by law, the City is not obligated to reinstate or requalify such drivers following a first positive confirmed controlled substance or alcohol test result.

d. Evaluation, and Return to Duty Testing

Should the City wish to consider reinstatement of a driver who engaged in conduct prohibited by federal law and/or who had a positive alcohol or controlled substance test, the driver must undergo a SAP evaluation, participate in any prescribed education/treatment, and successfully complete return-to-duty alcohol test with a result indicating an alcohol concentration of less than 0.02 and/or or a controlled substance test with a verified negative result, before the driver returns to duty requiring the performance of a safety-sensitive function. The SAP will determine what assistance, if any, the driver needs in resolving problems associated with alcohol misuse and controlled substance use and will ensure the driver properly follows any rehabilitation program and submits to unannounced follow-up alcohol and controlled substance testing.

e. Follow-Up Testing

If the driver passes the return-to-duty test, he/she will be subject to unannounced follow-up alcohol and/or controlled substance testing. The number and frequency for such follow-up testing will be as directed by the SAP and will consist of at least six tests in the first twelve months. These tests will be conducted under direct observation.

f. Refusal to test

All drivers and applicants have the right to refuse to take a required alcohol and/or controlled substance test. If an employee refuses to undergo testing, the employee will be considered to have tested positive and may be subject to disciplinary action, up to and including termination. Refer to Refusing to Test provided earlier in this policy.

Responsibility for Cost of Evaluation and Rehabilitation

Drivers will be responsible for paying the cost of evaluation and rehabilitation (including services provided by a Substance Abuse Professional) recommended or required by the City or FMCSA or DOT rules, except to the extent that such expense is covered by an applicable employee benefit plan or imposed on the City pursuant to a collective bargaining agreement.

Reporting to the FMCSA's CDL Drug and Alcohol Clearinghouse

In accordance with the Federal Motor Carrier Safety Administration's (FMCSA) Commercial Driver's License (CDL) Drug and Alcohol Clearinghouse reporting requirements beginning January 6, 2020, the City will report the following information to the Clearinghouse within three business days:

- ✓ A DOT alcohol confirmation test result with an alcohol concentration of 0.04 or greater;
- ✓ A negative DOT return-to-duty test result;
- ✓ The driver's refusal to submit to a DOT test for drug or alcohol use;
- ✓ An "Actual knowledge" violation; and
- ✓ A report that the driver successfully completed all DOT follow-up tests as ordered by a SAP.

Loss of CDL License for Traffic Violations in Commercial and Personal Vehicles

Effective August 1, 2005, the FMCSA established strict rules impacting when CDL license holders can lose their CDL for certain traffic offenses in a commercial or personal vehicle. Employees are required to notify their supervisor immediately if the status of their CDL license changes in anyway.

Maintenance and Disclosure of Records

Except as required or authorized by law, the City will not release driver's information that is contained in records required to be maintained by this policy or FMCSA and DOT regulations. Beginning in 2020, the City will be required to query and report to the agency's Commercial Driver's License (CDL) Drug and Alcohol Clearinghouse prior to hiring new drivers, will conduct annual checks of existing CDL-drivers, and will report certain violations of the DOT drug and alcohol testing program for holders of CDLs. In addition, a driver is entitled, upon written request, to obtain copies of any records pertaining to the driver's use of alcohol or a controlled substance, including any records pertaining to his or her alcohol or controlled substance tests.

Policy Contact for Additional Information

If you have any questions about this policy or the City's controlled substance and alcohol testing procedures, you may contact your immediate supervisor or Human Resources to obtain additional information.

Definitions

Accident: Means an occurrence involving a commercial motor vehicle operating on a public road which results in a fatality; bodily injury to any person who, as a result of the injury, immediately receives medical treatment away from the scene of the accident; or one or more motor vehicles incurring disabling damage as a result of the accident, requiring the vehicle to be transported away from the scene by a tow truck or other vehicle. The term "accident" does not include an occurrence involving only boarding and alighting from a stationary motor vehicle; an occurrence involving only the loading or unloading of cargo; or an occurrence in the course of the operation of a passenger car or a multipurpose passenger vehicle unless the vehicle is transporting passengers for hire or hazardous materials of a type and quantity that require the motor vehicle to be marked or placarded in accordance with 49 C.F.R. § 177.823; 49 C.F.R. § 382.303(a); 49 C.F.R. § 382.303(f).

Alcohol Concentration (or Content): Means the alcohol on a volume of breath expressed in terms of grams of alcohol per 210 liters of breath as indicated by an evidential breath test. 49 C.F.R. § 382.107.

Alcohol Use: Means the consumption of any beverage, mixture, or preparation, including any medication, containing alcohol. 49 C.F.R. § 382.107.

Applicant: Means a person applying to drive a commercial motor vehicle. 49 C.F.R. § 382.107.

Breath Alcohol Technician or BAT: Means an individual who instructs and assists individuals in the alcohol testing process and operates an evidential breath testing device (EBT). 49 C.F.R. § 40.3.

City: Means City of Marshall.

City Premises: Means all job sites, facilities, offices, buildings, structures, equipment, vehicles and parking areas, whether owned, leased, used or under the control of the City.

Collection Site: Means a place designated by the City where drivers present themselves for the purpose of providing a specimen of their urine or breath to be analyzed for the presence of alcohol or controlled substances. 49 C.F.R. § 40.3.

Commercial Motor Vehicle: Means a motor vehicle or combination of motor vehicles used in commerce to transport passengers or property if the motor vehicle (1) has a gross combination weight rating or gross

combination weight of 26,001 or more pounds, whoever is greater, inclusive of a towed unit(s) with a gross vehicle weight rating or gross vehicle weight of more than 10,000 pounds, whichever is greater; or (2) has a gross vehicle weight rating or gross vehicle weight of 26,001 or more pounds, whichever is greater; or (3) is designed to transport sixteen (16) or more passengers, including the driver; or (4) is of any size and is used in the transportation of materials found to be in the transportation of materials found to be hazardous for the purposes of the Hazardous Materials Transportation Act (49 U.S.C. 5103(b)) and which require the motor vehicle to be placarded under the Hazardous Materials Regulation. (49 C.F.R. part 172, subpart F) § 382.107.

Fire trucks and other City emergency response vehicles are not considered to be commercial vehicles under this policy, and therefore, personnel that operate City emergency response vehicles are exempted from the requirements of 49 CFR Part 382.

Confirmation (or Confirmatory) Test: For alcohol testing means a second test, following a positive non-evidential test, following a positive non-evidential (e.g., saliva) screening test or a breath alcohol screening test with the result of 0.02 or greater, that provides quantitative data of alcohol concentration. For controlled substance testing, "Confirmation (or Confirmatory) Test" means a second analytical procedure to identify the presence of a specific controlled substance or metabolite which is independent of the screen test and which uses a different technique and chemical principal from that of the screen test in order to ensure reliability and accuracy. 49 C.F.R. § 382.107.

Controlled Substance: Means those substances identified in 49 C.F.R. § 40.85. Marijuana, amphetamines, opioids, (including heroin), phencyclidine (PCP), cocaine, and any of their metabolites are included within this definition. 49 C.F.R. § 382.107; 49 C.F.R. § 40.85.

Department of Transportation or DOT: Means the United States Department of Transportation.

DHHS: Means the Department of Health & Human Services or any designee of the Secretary, Department of Health & Human Services. 49 C.F.R. § 40.3.

Disabling Damage: Means damage which precludes departure of a motor vehicle from the scene of the accident in its usual manner in daylight after simple repairs, including damage to motor vehicles that could have been driven, but would have been further damaged if so driven. Disabling damage does not include damage which can be remedied temporarily at the scene of the accident without special tools or parts, tire disablement without other damage even if no spare tire is available, headlight or tail light damage or damage to turn signals, horn or windshield wipers which make them inoperative. 49 C.F.R. § 382.107.

Driver: Means any person who operates a commercial motor vehicle. This includes, but is not limited to full-time, regularly employed drivers; casual, intermittent or occasional drivers; leased drivers and independent owner-operator contractors who are either directly employed by or under lease to the City or who operate a commercial motor vehicle at the direction of or with the consent of the City. For purposes of pre-employment testing, the term driver includes a person applying to drive a commercial motor vehicle. 49 C.F.R. § 382.107.

Drug: Has the same meaning as "controlled substance".

Employee seeking a transfer: Refers to an employee who is not subject to DOT regulations seeking a transfer to a position that will subject them to DOT regulations in the sought-after position.

Evidential Breath Testing Device or EBT: Means a device approved by the National Highway Traffic Safety Administration ("NHTSA") for the evidential testing of breath and placed on NHTSA's "Conforming Products List of Evidential Breath Measurement Devices." 49 C.F.R. § 40.3.

Federal Motor Carrier Safety Administration or FMCSA: Means the Federal Motor Carrier Safety Administration of the United States Department of Transportation.

Medical Review Officer or MRO: Means a licensed physician (medical doctor or doctor of osteopathy) responsible for receiving laboratory results generated by a controlled substance testing program who has knowledge of substance abuse disorders and has appropriate medical training to interpret and evaluate an individual's confirmed positive test result together with his or her medical history and any other relevant biomedical information. 49 C.F.R. § 40.3

Performing (a Safety-Sensitive Function): Means any period in which a driver is actually performing, ready to perform, or immediately available to perform any safety-sensitive functions. 49 C.F.R. § 382.107.

Positive Test Result: Means a finding of the presence of alcohol or controlled substance, or their metabolites, in the sample tested in levels at or above the threshold detection levels established by applicable law.

Reasonable Suspicion: Means a belief a driver has engaged in conduct prohibited by the FMCSA controlled substance and alcohol testing regulations, except when related solely to the possession of alcohol, based on specific contemporaneous, articulable observations made by a supervisor or City official who has received appropriate training concerning the appearance, behavior, speech or body odors of the driver. The determination of reasonable suspicion will be made in writing on a Reasonable Suspicion Record Form during, just preceding, or just after the period of the work day that the driver is required to be in compliance with this policy. In the case of a controlled substance, the observations may include indications of the chronic and withdrawal effects of a controlled substance.

Safety-Sensitive Function: Means all time from the time a driver begins to work or is required to be in readiness to work until the time he or she is relieved from work and all responsibility for performing work. Safety-sensitive functions include:

- a. All time at a City plant, terminal, facility, or other property, or on any public property,
- b. waiting to be dispatched, unless the driver has been relieved from duty by the employer;
- c. All time inspecting equipment as required by 49 C.F.R. § 392.7 and 392.8 or otherwise inspecting, servicing, or conditioning any commercial motor vehicle at any time;
- d. All time spent at the driving controls of a commercial motor vehicle in operation;
- e. All time, other than driving time, in or upon any commercial motor vehicle except time spent resting in a sleeper berth (a berth conforming to the requirements of 49 C.F.R. § 393.76);
- f. All time loading or unloading a vehicle, supervising, or assisting in the loading or unloading, attending a vehicle being loaded or unloaded, remaining in readiness to operate the vehicle, or in giving or receiving receipts for shipments loaded or unloaded; and
- g. All time repairing, obtaining assistance, or remaining in attendance upon a disabled vehicle. 49 C.F.R. § 382.107.

Screening Test (also known as Initial Test): In alcohol testing, mean an analytical procedure to determine whether a driver may have a prohibited concentration of alcohol in her or her system. Screening tests may be conducted by utilizing a non-evidential screening device included by the National Highway Traffic Administration on its conforming products list (e.g., a saliva screening device) or an evidential breath testing device (EBT) operated by a trained breath alcohol technician (BAT). In controlled substance testing, "Screening Test" means an immunoassay screen to eliminate "negative" urine specimens form further consideration. 49 C.F.R. § 382.107.

Substance Abuse Professional" or "SAP": Means a licensed physician (medical doctor or doctor of osteopathy), licensed or certified psychologist, licensed or certified social worker, licensed or certified employee assistance professional, or licensed or certified addiction counselor (certified by the National Association of Alcoholism and Controlled Substance Abuse Counselors Certification Commission) with knowledge of and clinical experience in the diagnosis and treatment of alcohol and controlled substance-related disorders. 49 C.F.R. § 40.281.

Chapter 10: DRUG-FREE WORKPLACE

The City is committed to protecting the safety, health, and well-being of all employees and other individuals in our workplace. It is recognized that alcohol abuse and drug use pose a significant threat to our goals. The City has established a drug-free workplace program that balances our respect for individuals with the need to maintain an alcohol and drug-free environment.

To assist employees in understanding the perils of drug and alcohol abuse, the City has established a Drug and Alcohol Policy. This Drug and Alcohol Policy constitutes the City's drug free awareness program and fulfills the notification requirements of the federal Drug-Free Workplace Act of 1988. The City will use this program as an ongoing educational effort to prevent and eliminate drug and alcohol abuse that may affect the workplace. The program will inform employees of the dangers of drug and alcohol abuse, explain the City's Drug and Alcohol Policy and the sanctions imposed for its violation, and highlight any treatment, counseling, and rehabilitation referral services that may be available to employees in the City. Employees and supervisors will receive mandatory annual training on this program/policy. Nothing set forth in this policy is intended to conflict with state law.

The Drug and Alcohol Policy does not apply to Police Department employees when the prohibited act or possession is performed in accordance with Police Department Policy, and such use or possession is necessary in connection with the investigation of illegal activities. The Liquor Store Manager and liquor store employees are exempted from the applicability of alcohol use in this Policy only while attending work related seminars or events where product sampling is customary and performed within the scope of the essential job functions. These employees must use extreme discretion and consume a minimal amount of product while in attendance at these events. While on work time, employees may not consume/sample alcoholic beverages during in-store product sampling events. Further, an exclusion from this policy applies at the Fire Department for appreciation events and social gatherings as authorized by the Fire Chief related to the volunteer fire department.

10.1 DRUG AND ALCOHOL PROGRAM

Purpose

The purpose of this policy is to ensure a drug and alcohol free work environment and to reduce and eliminate drug and alcohol related accidents, injuries, fatalities and damage to City property resulting from the misuse of alcohol or use of controlled substances. It is the City's intention to comply fully with drug and alcohol testing as authorized under Minnesota statutes. In the event the applicable Minnesota statute is amended, this policy and the requirements shall be deemed to have been amended automatically. Redrafting will not be necessary in order to reflect and be in compliance. The City reserves the right to apply the amended requirements immediately, without giving prior notice to employees and/or applicants who may be covered by this policy, unless such notice is required by Minnesota statute or other applicable law.

The use, possession, distribution, manufacture or sale of alcohol or illegal drugs anywhere at work on City time, on City property while on City time, or in City vehicles is prohibited and considered a willful violation of City policy which can result in suspension or discharge.

The unlawful manufacture, distribution, possession, or use of a controlled substance on City property or while conducting City business is absolutely prohibited. Violations of this policy will result in disciplinary action, up to and including termination, and may have legal consequences.

Employees must, as a condition of employment, abide by terms of the above policy and must report any conviction under a criminal drug statute for violations occurring on or off work premises while conducting City business. A report of the conviction must be made within five (5) days after the conviction as required by the Drug-Free Workplace Act of 1988.

Testing Policy

Types of Testing. Employees are subject to drug and alcohol testing in the following circumstances:

- a. **Job Applicant/Pre-employment Testing.** All full-time, ¾-time, part-time and paid-on-call job applicants who receive a contingent job offer from the City will be required to submit to and pass an alcohol and illegal drug, or their metabolites, urinalysis test with a negative test result, prior to commencing employment. The offer of employment is conditional upon a passing result. If the offer of conditional employment is subsequently withdrawn, the City will notify the applicant of the reason for the withdrawal. Pre-employment testing for temporary/seasonal employees who receive a contingent offer from the City will be required at the discretion of the City Administrator.
- b. **Routine Physical Examination Testing.** An employee may be required to undergo drug and alcohol testing as part of a routine physical examination. The drug or alcohol test will be requested no more than once annually and the employee will be given at least two weeks' written notice that the test shall be required as part of the examination.
- c. **Random Testing.** An employee in a safety sensitive position in which impairment caused by drug or alcohol usage would threaten the health or safety of any person may be required to undergo random drug and alcohol testing. In addition, employees who are required to have commercial driver's licenses are subject to random testing as required by federal law. (Reference Policy Section 10.2 *Drug and Alcohol Program—Commercial Motor Vehicle Operator*.)
- d. **Reasonable Suspicion Testing.** An employee may be required to undergo drug and alcohol testing if there is a reasonable suspicion that the employee: (a) is under the influence of drugs or alcohol; or (b) has engaged in the use, possession, sale, or transfer of drugs or alcohol while the employee is working or while the employee is on City property or operating a City vehicle, machinery, or equipment; or (c) has sustained a personal injury arising out of and in the course of employment, or caused another person to sustain a personal injury; or (d) has caused a work-related accident or was operating or helping to operate machinery, equipment, or vehicles involved in a work-related accident (reference definition of "accident" in policy Section 10.2, Definitions, B). Reasonable suspicion testing for accidents outside of this definition may occur at the Division Director's discretion. A supervisor will transport or coordinate the same-sex transport of the employee to the clinic/hospital where the testing will occur.
- e. **Treatment Program Testing.** An employee may be required to undergo drug and alcohol testing if the employee has been referred by the City for chemical dependency treatment or evaluation or is participating in a chemical dependency treatment program under the City insurance, in which case, the employee may be requested or required to undergo drug or alcohol testing without prior notice during the evaluation or treatment period and for a period of up to two years following completion of any prescribed chemical dependency treatment program.

Testing Procedure. Any Division Director or the City Administrator may order the drug and alcohol testing. Before undergoing drug or alcohol testing, the employee shall complete a form (1) acknowledging that the employee has seen a copy of the City's drug and alcohol policy, and (2) indicating consent to undergo the drug and alcohol testing.

Testing Laboratory. A laboratory meeting all requirements of state law, including those set forth in Minn. Stat. Sec. 181.953, shall handle all drug and alcohol testing.

Test Results. Within three days of obtaining the final test results, the testing laboratory shall provide the City with a written report indicating the drug(s), alcohol, or their metabolites tested for, the types of test conducted, and whether the test produced negative or positive test results. Within three working days after receipt of the test result report, the City shall inform the employee in writing of a negative test result on an initial screening test, or of a negative or positive test result on a confirmatory test.

Rights of Employees and Job Applicants. Employees and applicants have a right to request and receive a copy of the test result report. If an employee or applicant tests positive for drug use, the City will give written notice of the right to explain the positive test. Within three working days after notice of a positive test result on a confirmatory test, the employee or applicant may submit information to the City to explain that result or may, within five working days after notice of the positive test result, request a confirmatory retest at the employee's or the applicant's own expense. If the confirmatory retest does not confirm the original positive test result, the City will not take any adverse personnel action against the employee or applicant based on the original confirmatory test and will reimburse the employee for the expense of the retest.

Consequences for Refusal to Test. Employees and job applicants have the right to refuse to undergo drug and alcohol testing. However, failure to comply with the City's drug and alcohol policy, and refusal to take a drug and alcohol test upon request shall subject an employee to discipline, including discharge. If an applicant refuses to test, the job offer will immediately be withdrawn.

Discipline. An employee who has a positive test result on a confirmatory test, when this is the first such result for the employee, will be subject to discipline but shall not be discharged unless (1) the employee has been given an opportunity to participate in either a drug or alcohol counseling or rehabilitation program, whichever is more appropriate, as determined by the City after consultation with a certified chemical use counselor or a physician trained in the diagnosis and treatment of chemical dependency, and (2) the employee has either refused to participate in the counseling or rehabilitation program or has failed to successfully complete the program as evidenced by withdrawal from the program before its completion or a positive test result on a confirmatory test after completion of the program. Participation in the specified program will be at the employee's own expense or pursuant to coverage under the City's insurance. The City may temporarily suspend the employee or transfer the employee (for whom this is the first such result for the employee) to another position at the same rate of pay pending the outcome of a confirmatory test and, if requested, the confirmatory retest, provided the City believes that it is reasonably necessary to protect the health or safety of the employee, co-employees, or the public. An employee who has been suspended without pay will be reinstated with back pay if the outcome of the confirmatory test or requested confirmatory retest is negative.

All other employees obtaining a positive test result and not participating in a rehabilitation program will be subject to discipline including discharge. An employee required to take time off in order to participate in a rehabilitation program will be permitted to use sick leave, vacation time, compensatory time, floating holidays, and/or unpaid leave. An employee who undergoes substance abuse treatment and counseling under this policy and who continues to work must meet all established standards of conduct and job performance.

Data Privacy

Test results and other information gathered under this policy will be treated as private data on individuals. Positive results will be disclosed to the employee/applicant, the employee's Division Director, the Administration Office Administrative Assistant, the Assistant to the City Administrator, and the City Administrator. Results will not be disclosed to others unless requested in writing by the employee/applicant or required by law.

10.2 DRUG AND ALCOHOL PROGRAM—COMMERCIAL MOTOR VEHICLE OPERATOR

Purpose

This policy describes the City's Drug and Alcohol Program for certain personnel required to hold Commercial Driver's Licenses. The purpose of this program/policy is to ensure a drug and alcohol free transportation and work environment and to reduce and eliminate drug and alcohol related accidents, injuries, fatalities and damage to City property resulting from the misuse of alcohol or use of controlled substances by drivers who operate vehicles requiring a Commercial Driver's License. This program is being implemented through a consortium with other municipal utilities and local governments through the MMUA Drug and Alcohol Testing Consortium. As consortium participants, municipal utilities and local governments share costs for program administration and recordkeeping and pool their employees for the purpose of random testing.

Policy

This policy applies to every City employee (full-time, ¾-time, part-time and temporary), and applicant for employment in the case of pre-employment drug testing, who holds a Commercial Driver's License (CDL) and whose job description requires the employee to drive a Commercial Motor Vehicle (CMV).

This policy implements the drug and alcohol testing requirements of the U.S. Department of Transportation (DOT), Federal Motor Carrier Safety Administration (FMCSA). It is in addition to the City-Drug and Alcohol Policy which is established under Minnesota state law and the Drug Free Workplace Act of 1988.

It is the City's intention to comply fully with the DOT regulations. In the event DOT regulations are amended, this policy and the requirements shall be deemed to have been amended automatically. Redrafting will not be necessary in order to reflect and be in compliance with DOT regulations. The City reserves the right to apply the amended requirements immediately, without giving prior notice to employees and/or applicants who may be covered by this policy, unless such notice is required by DOT or other applicable law.

Definitions

Definitions as used under this Policy set forth below and in greater detail in 49 CFR § 40.3 and 382.107.

- A. Driver: Any employee who holds a CDL and operates a CMV which falls under the specific DOT criteria. This includes, but is not limited to, full-time, ¾-time, part-time, temporary, intermittent or occasional employees of the City. The word driver and employee will be used throughout this policy interchangeably.
- B. Accident: An occurrence involving a commercial motor vehicle while being operated for the City which results in:
1. A loss of human life; or
 2. The employee receiving a citation under State or local law for a moving traffic violation arising from the accident if the accident involved:
 - Bodily injury to a person who as a result of the injury, immediately receives medical treatment away from the scene of the accident; and/or
 - One or more motor vehicles incurring disabling damage as a result of the accident, requiring the motor vehicle to be transported away from the scene by a tow truck or other motor vehicle.
- C. Breath Alcohol Technician (BAT): An individual who instructs and assists individuals in the alcohol testing process and operates an evidential breath testing device.
- D. Commercial Motor Vehicle: CMV means a motor vehicle or a combination of motor vehicles used in commerce to transport passengers or property if the motor vehicle:
- Has a gross combination weight rating of 26,001 or more pounds, inclusive of a towed unit with a gross vehicle weight rating of more than 10,000; or
 - Has a gross vehicle weight rating of 26,001 pounds or more; or
 - Is designed to transport 16 or more passengers including the driver; or
 - Is of any size and is used in the transportation of materials found to be for the purposes of the Hazardous Transportation Act and which require the motor vehicle to have a placard under the Hazardous Materials Regulations.
- E. Confirmatory Test:
Alcohol: a second test, following a screening test with a result of 0.02 or greater that provides quantitative data of alcohol concentration.
Drugs: a second testing of the original test sample when the initial test produces a positive test result.
- F. Confirmatory Re-Test: A third testing of the original test sample when the confirmatory test produces a positive test result. A confirmatory retest is done at the request and the expense of the employee/applicant.
- G. Controlled Substances (Drugs): For purposes of this policy, drug means a controlled substance. The term includes prescribed drugs not legally obtained, prescribed drugs not being used for prescribed purposes, and any prescribed drugs not taken in accordance with a prescription. In other words, medications prescribed for someone other than the driver will be considered unlawfully used under any circumstances. Pursuant to DOT regulations, all DOT-required drug tests must test for the following substances identified in 49 CFR § 40.85: marijuana, cocaine, amphetamines, opiates (e.g. opium heroin, morphine or codeine) and phencyclidine (i.e. PCP or "angel dust"). The City reserves its independent authority and discretion to prohibit and test for other drugs.

- H. Medical Review Officer (MRO): A licensed physician responsible for receiving laboratory results generated by an employer's drug testing program who has knowledge of substance abuse disorders and has appropriate medical training to interpret and evaluate an individual's confirmed positive test result, adulterated or substituted specimen, together with his/her medical history and any other relevant biomedical information.
- I. Refusal to Submit: Refusal to submit to an alcohol and/or a controlled substance test is considered when an employee/applicant:
 - 1. Fails to provide adequate breath for testing without a valid medical explanation after he/she has received notice of the requirement for breath testing;
 - 2. Fails to provide adequate urine for controlled substances testing without a valid medical explanation after he/she has received notice of the requirement for urine testing; or
 - 3. Engages in conduct that clearly obstructs the testing process, such as providing an adulterated or substituted specimen.
- J. Safety-Sensitive Function: All time from the time a CMV operator begins to work or is required to be in readiness to work until the time he/she is relieved from work and all responsibility for performing work and includes the following:
 - 1. all time at a plant, terminal, facility, or other property waiting to be dispatched, unless the driver has been relieved from duty by the supervisor;
 - 2. all time inspecting equipment as required by the Federal Motor Carrier Safety Administration, or otherwise inspecting, servicing, or conditioning any CMV at any time;
 - 3. all time spent at the driving controls of a CMV;
 - 4. all time, other than driving time, spent on or in a CMV (except for time spent resting in the sleeper berth);
 - 5. all time loading or unloading a CMV, supervising, or assisting in the loading or unloading, attending a vehicle being loaded or unloaded, remaining in readiness to operate the vehicle, or in giving or receiving receipts for shipments loaded or unloaded;
 - 6. all time spent performing the driver requirements associated with an accident; and
 - 7. all time repairing, obtaining assistance, or remaining in attendance upon a disabled vehicle.
- K. Substance Abuse Professional (SAP): A licensed physician or a licensed or certified psychologist, social worker, employee assistance professional, or addiction counselor (certified by the National Association of Alcoholism and Drug Abuse Counselors Commission) with knowledge of and clinical experience in the diagnosis and treatment of alcohol and controlled substance-related disorders.

Prohibitions

An employee covered by this Policy shall not:

- A. Report for duty, operate City vehicles, equipment or machinery, perform safety sensitive functions, or remain on City property while having any detectable or measurable amount of alcohol in his/her system or while under the influence of illegal drugs;
- B. Use, possess, sell, distribute, manufacture, or transport illegal drugs or alcohol while on City property, while operating City equipment, or while on duty;
- C. Consume alcohol within four hours before operating a City vehicle;
- D. Attempt to perform job duties when taking medically prescribed drugs or other substances which may alter job performance, unless the employee has been advised by a licensed medical practitioner that the prescription drug will not adversely affect the driver's ability to safely operate a CMV. If the prescription drug does affect performance, the employee must notify his/her supervisor.
- E. Refuse to submit to a required drug and/or alcohol test as required under this policy.

Any supervisor or manager who has actual knowledge that an employee has violated or attempted to violate any of the above prohibitions shall not permit the employee to perform any job duties, nor to remain on duty.

An employee found to be in violation of any of the provisions of this policy shall be subject to discipline up to and including termination from employment. See Section 10.2 heading titled, "Consequences for Employees Engaging in Prohibited Conduct" of this Chapter for more information.

Types of Testing

City may test any applicant to whom a conditional offer of employment has been made and made a driver for controlled substance and alcohol under any of the following circumstances:

Pre-Employment Testing

The City will conduct pre-employment controlled substance testing of each applicant for a Driver position after a conditional job offer has been made to the applicant, prior to the first time a Driver performs a safety-sensitive function for the City. A Driver may not perform safety-sensitive functions unless the Driver has received a controlled substance test result from the Medical Review Officer indicating a verified negative test result. As an alternative to pre-employment controlled substance testing, the City may obtain information from the applicant's previous employers certifying compliance with another DOT controlled substance testing program. If requested, each applicant must execute a consent form authorizing the disclosure of such information.

Post-Accident Testing

As soon as practicable following an accident involving a commercial motor vehicle while being operated for the City, the City will test for alcohol and controlled substance of each surviving Driver:

- A. Who was performing safety-sensitive functions with respect to the vehicle, if the accident involved the loss of human life; or
- B. Who receives a citation under state or local law for a moving violation arising from the accident and one of the following two conditions is met:
 - 1) the accident involved bodily injury to any person who, as a result of the injury immediately receives medical treatment away from the scene of the accident, or
 - 2) one or more motor vehicles incurring disabling damage as a result of the accident, requiring the motor vehicle to be transported away from the scene by a tow truck or other motor vehicle.

A driver who is subject to post-accident testing must remain readily available for such testing. Drivers not readily available for such testing may be deemed by the City to have refused to submit to testing.

Drivers are required to submit to post-accident controlled substance testing as soon as possible within thirty-two (32) hours of the accident. If the Driver is not tested within thirty-two (32) hours after the accident, the City will cease its attempts to test the Driver and prepare and maintain on file a record stating why the test was not promptly administered.

Drivers are required to submit to post-accident alcohol testing as soon as possible within two (2) hours, and in any event no more than eight (8) hours after the accident. After an accident, consuming alcohol is prohibited until the Driver is tested. If the Driver is not tested within two (2) hours after the accident, the City will prepare and maintain on file a record stating why the test was not administered within that time. If the Driver is not tested within eight (8) hours after the accident, the City will cease its attempts to test the Driver and prepare and maintain on file a record stating why the test was not administered.

In the event of an accident, it is possible the Driver will be directed to submit to a breath, blood, or urine test for the use of alcohol or controlled substance administered by a federal, state, or local law enforcement officer. Whenever such a test is conducted by a law enforcement officer, the Driver must contact the City and immediately report the existence of the test, and if available, provide the name, badge number, and telephone number of the law enforcement officer who conducted the test.

Random Testing

Every Driver will be subject to alcohol and controlled substance testing on a random selection basis. Drivers will be selected for testing by use of a scientifically valid method under which each Driver has an equal chance of being selected each time selections are made. These random tests will be conducted throughout the calendar year. Each Driver who is notified of selection for random testing must cease performing safety-sensitive functions (other than driving a commercial motor vehicle) and report to the designated test site immediately. It is mathematically possible that Drivers may be selected for more than one (1) random test per year.

If a Driver is selected for a random test while he or she is absent, on leave or away from work, that Driver will be required to undergo the test when he or she returns to work.

At this time, federal law requires the City to test at a rate of at least fifty percent (50%) of its average number of Drivers for controlled substance each year, and to test at a rate of at least ten percent (10%) of its average number of Drivers for alcohol each year. These minimum testing rates are subject to change by the DOT.

Reasonable Suspicion Testing

When the City has reasonable suspicion to believe the Driver has engaged in conduct prohibited by federal law, the City must require the Driver to submit to an alcohol or controlled substance test. Alcohol testing will occur while the Driver is performing safety-sensitive functions, just before the Driver is to perform safety-sensitive functions, or just after the Driver has ceased performing such functions.

The City's determination that reasonable suspicion exists to require the Driver to undergo an alcohol test will be based on specific contemporaneous, articulable observations concerning the appearance, behavior, speech or body odors of the Driver made during, just preceding, or just after the period of the work day that the Driver is required to be in compliance with this policy. In the case of controlled substance, the observations may include indications of the chronic and withdrawal effects of a controlled substance.

The required observations for reasonable suspicion testing will be made by a Supervisor or other person designated by the City who has received appropriate training in identification of actions, appearance and conduct of a Driver which are indicative of the use of alcohol or controlled substance. These observations will be reflected in writing on a Reasonable Suspicion Record Form. The person who makes the determination that reasonable suspicion exists to conduct an alcohol test will not conduct the alcohol test of the Driver, which shall instead be conducted by another qualified person.

If a reasonable suspicion alcohol test is not administered within two (2) hours following the determination of reasonable suspicion, the City will prepare and maintain on file a record stating the reasons the alcohol test was not promptly administered. If a reasonable suspicion alcohol test is not administered within eight (8) hours following the determination of reasonable suspicion, the City will prepare and maintain on file a record stating the reasons the alcohol test was not administered, and will cease attempts to conduct the alcohol test. If a reasonable suspicion controlled substance test is not administered within thirty-two (32) hours following the determination of reasonable suspicion, the City will cease attempts to administer a controlled substance test and will prepare a record stating the reasons for not administering the test.

Notwithstanding the absence of a reasonable suspicion test, no Driver may report for duty or remain on duty requiring the performance of safety-sensitive functions while the Driver is under the influence of or impaired by alcohol, as shown by the behavioral, speech, and performance indicators of alcohol use, nor will the City permit the Driver to perform or continue to perform safety-sensitive functions until (1) an alcohol test is administered and the Driver's alcohol concentration is less than .02; or (2) twenty-four (24) hours have elapsed following the determination of reasonable suspicion.

Return-to-Duty Testing

The City reserves the right to impose discipline against Drivers who violate applicable FMCSA rules or this policy, subject to applicable personnel and collective bargaining agreements. Except as otherwise required by law, the City is not obligated to reinstate or re-qualify such Drivers.

Should the City consider reinstatement of such a Driver, the Driver must undergo a return-to-duty alcohol test with a result indicating an alcohol concentration of less than 0.02 if the conduct involved alcohol, or a controlled substance test with a verified negative result if the conduct involved a controlled substance, before the Driver returns to duty requiring the performance of a safety-sensitive function.

Follow-Up Testing

The City reserves the right to impose discipline against Drivers who violate applicable FMCSA rules, subject to applicable personnel policies and collective bargaining agreements. Except as otherwise required by law, the City is not obligated to reinstate or re-qualify such Drivers.

Should the City reinstate a Driver following determination by a Substance Abuse Professional that the Driver needs assistance to resolve problems associated with alcohol use and/or use of controlled substance, the City will ensure that the Driver is subject to unannounced follow-up alcohol and/or controlled substance testing. The number and frequency of such follow-up testing will be directed by the Substance Abuse Professional and consist of at least (6) tests in the first twelve (12) months following the Driver's return to duty.

duty. Follow-up testing will not exceed sixty (60) months from the date of the Driver's return to duty. Follow-up alcohol testing will be conducted only when the Driver is performing safety-sensitive functions, just before the Driver is to perform safety-sensitive functions, or just after the Driver has ceased performing safety-sensitive functions.

Collection and Testing Procedures

Alcohol Testing

Employees will be tested for alcohol just before, during, or immediately following performance of a safety-sensitive function. Screening tests for alcohol concentration will be performed utilizing a non-evidential screening device included by the National Highway Traffic Safety Administration on its conforming products list (e.g. , a saliva screening device) or an evidential breath testing device (EBT) operated by a trained breath alcohol technician (BAT) at a collection site. All confirmation tests will be conducted in a location that affords privacy to the Driver being tested, unless unusual circumstances (e.g. when it is essential to conduct a test outdoors at the scene of an accident) make it impracticable to provide such privacy.

If a breath test is being conducted, and a Driver does not provide a sufficient amount of breath to permit a valid breath test, the collector will instruct the Driver the proper way to provide sufficient amount of breath, and ask the Driver to attempt to provide a sufficient amount of breath a second time. If the Driver again attempts and fails to provide a sufficient amount of breath, the collector may provide another opportunity for the Driver to do so if the collector believes there is a strong likelihood that another opportunity could result in a sufficient amount of breath. The collector may then change to a saliva alcohol screening test, if the collector is qualified to provide such a test. If none of these procedures result in a sufficient amount of breath for an alcohol test, the Driver must obtain, within five days, a written evaluation from a licensed physician acceptable to the City who has expertise in the medical issues raised by the employee's failure to provide a sufficient specimen for testing. If the licensed physician concludes that a medical condition has, or with a high degree of probability could have, precluded the Driver from providing a sufficient specimen, the City will consider the test to be canceled. If the licensed physician cannot make such a determination, the City will consider the Driver to have refused to engage in the testing process, and will take appropriate disciplinary action under this policy.

If the collector is utilizing a saliva alcohol test, and the employee is unable to provide sufficient saliva to complete the test on a saliva screening device, the collector will conduct a new screening test using a new screening device. If the employee has not provided a sufficient amount of saliva to complete the new test, the collector will arrange to administer an alcohol test to the employee using a breath testing device.

Controlled Substance Testing

The City will use a "split urine specimen" collection procedure for controlled substance testing. Collection of urine specimens for controlled substance testing will be conducted by an approved collector and will be conducted in a setting and manner calculated to ensure the Driver's privacy. The collection facility will be responsible for maintaining a proper chain of custody for delivery of the sample to a DHHS –certified laboratory for analysis. The laboratory will retain a sufficient portion of any positive sample for testing and store that portion in a scientifically-acceptable manner for a minimum of twelve (12) months.

If an employee fails to provide a sufficient amount of urine to permit a controlled substance test (45 milliliters of urine), the collector will discard the insufficient specimen, unless there is evidence of tampering with that specimen. The collector will urge the Driver to drink up to 40 ounces of fluid, distributed reasonably for a period of up to three hours, or until the Driver has provided a sufficient urine specimen, whichever occurs first. If the Driver has not provided a sufficient specimen within three hours of the first unsuccessful attempt, the collector will cease efforts to attempt to obtain a specimen. The Driver must then obtain, within five working days, an evaluation from a licensed physician, acceptable to the MRO, who has expertise in the medical issues raised by the employee's failure to provide a sufficient specimen. If the licensed physician concludes that a medical condition has, or with a high degree of probability could have, precluded the Driver from providing a sufficient amount of urine, the City will consider the test to have been canceled. If a licensed physician cannot make such a determination, the City will consider the Driver to have engaged in a refusal to test, and will take appropriate disciplinary action under this policy.

All controlled substance and alcohol testing will be performed in compliance with applicable law, including use of an appropriately-licensed urine testing laboratory which observes applicable control and custody procedures. The City will use procedures to test for the presence of alcohol and controlled substance in order to protect the Driver and the integrity of the testing process, safeguard the validity of the test results, and ensure that test results are attributed to the correct Driver. All reports of tests will be kept in the strictest confidence by the laboratory and provided only to the City and the City's MRO, unless the Driver provides written consent or disclosure is otherwise permitted or required by law.

Review by Medical Review Officer (MRO)

Results of controlled substance tests will be sent by the testing laboratory to an independent Medical Review Officer (MRO) selected by the City. The MRO is responsible for performing many functions, including reviewing and interpreting test results, reviewing the Driver's medical history to explain a positive test result, and notifying Drivers of confirmed positive test results. Drivers who have been tested for controlled substances must remain available following the test to be contacted by the MRO.

Prior to making a final decision to verify a positive test result, the MRO will give the individual an opportunity to discuss the test result. The MRO, or a staff person under the MRO's supervision, will contact the individual directly, on a confidential basis, to determine whether the individual wishes to discuss the test result. If the individual wishes to discuss the test result:

- A. The individual may be required to speak and/or meet with the MRO, who will review the individual's medical history, including any medical records provided;
- B. The individual will be afforded the opportunity to discuss the test results and to offer any additional or clarifying information which may explain the positive test result;
- C. If there is some new information which may affect the original finding, the MRO may request the laboratory to perform additional testing on the original specimen in order to further clarify the results; and
- D. A final determination will be made by the MRO that the test is either positive or negative, and the individual will be so advised.

If the MRO determines that there is a legitimate medical explanation for a confirmed positive test result, the MRO will report the test result to the City as negative. If the MRO determines that there is no legitimate medical explanation for a confirmed positive test result, the MRO will report the positive test result to the City in accordance with DOT regulations. Based on a review of laboratory reports, quality assurance and quality control data, and other controlled substance test results, the MRO may conclude that a particular confirmed positive controlled substance test result is scientifically insufficient for further action. Under these circumstances, the MRO will conclude that the test is negative for the presence of controlled substances or controlled substance metabolites in a Driver's system.

Notification of Test Results

1. Job Applicants: The City will notify an applicant of the results of a pre-employment controlled substance test if the applicant requests such test results within sixty (60) calendar days of being notified of the disposition of the applicant's employment application.
2. Employees: The City will notify a Driver of the results of random, reasonable, suspicion, and post-accident tests for controlled substance if the test results are verified positive, and will inform the Driver which controlled substance or substances were verified as positive. Results of alcohol tests will be immediately available from the collection agent.
3. Right to Confirmatory Retest: Within seventy-two (72) hours after receiving notice of a positive controlled substance test result, an applicant or Driver may request through the MRO a confirmatory retest of the Driver's split specimen. Action required by federal regulation as a result of a positive controlled substance (e.g. removal from safety-sensitive functions) will not be stayed during retesting of the split specimen. If the result of the confirmatory retest fails to reconfirm the presence of the controlled substance(s) or controlled substance metabolite(s) found in the primary specimen, or if the split specimen is unavailable, inadequate for testing or untestable, the MRO will cancel the test. Drivers will be reimbursed for any pay lost if taken out of service based upon a positive test result which is later negated by a confirmatory retest, and no adverse personnel action will be taken against the Driver or job applicant based on the original test.
4. Dilute Specimens

- a. Dilute Positives. If the City receives information that a Driver has provided a dilute positive specimen, the City will consider the employee to have tested positive under this policy.
- b. Dilute Negatives. If a Driver provides a dilute negative specimen, the City will direct the Driver to take a second screening test. The second screening test will be performed as soon as possible after the City receives word of the dilute negative specimen and will be performed at the Driver's expense.

Refusal to Submit a Test

Drivers and applicants have the right to refuse to submit to an alcohol or controlled substance test. If a Driver or applicant refuses, no test will be conducted. However, such a refusal by a Driver will be considered a positive test result, will cause disqualification from performing safety sensitive functions, and will result in discipline pursuant to this policy. If an applicant refuses to submit to pre-employment testing, any conditional offer of employment will be withdrawn.

Consequences for Drivers engaging in Prohibited Conduct

- A. Job Applicants. The City's conditional offer of employment will be withdrawn from any job applicant who refuses to be tested or tests positive for a controlled substance pursuant to this policy.
- B. Removal from Safety-Sensitive Function. Employees shall not be permitted to perform safety-sensitive functions; Federal Highway Administration (FHWA) rules require that in the event of an alcohol test result over .02 but less than 0.04, an employee shall not be permitted to perform safety-sensitive functions for at least 24 hours.
- C. Notification of Resources. The City shall advise employees of the resources available to them in evaluating and resolving problems associated with misuse of alcohol or use of controlled substances.
- D. Evaluation and Follow-up Testing. Employees shall be evaluated by a substance abuse professional as determined by the City. The substance abuse professional shall determine what assistance, if any, the employee needs in resolving problems associated with alcohol misuse and/or controlled substance use. In addition, each employee identified as needing assistance in resolving problems associated with alcohol or controlled substances shall be evaluated by a substance abuse professional to determine that the employee has followed the rehabilitation program prescribed.
- E. Rehabilitation. Participation in a counseling or rehabilitation program will be at the employee's own expense or pursuant to coverage under the employee's benefit plan.
- F. Return-to-Duty. Before an employee returns to duty requiring performance of a safety-sensitive function he/she shall undergo a return-to-duty test with a result indicating a breath alcohol level of less than 0.02 if the conduct involved alcohol, or a controlled substance test with a verified negative result if the conduct involved controlled substance use. The employee shall also be subject to unannounced follow-up alcohol and controlled substance testing following the employee's return to work. This testing shall be as directed by the substance abuse professional and federal law.



CITY OF MARSHALL AGENDA ITEM REPORT

Meeting Date:	Tuesday, January 14, 2020
Category:	NEW BUSINESS
Type:	INFO/ACTION
Subject:	Consider Resolution for Signage at 1005 North 4th Street.
Background Information:	<p>Habilitative Services, Inc., representing the owner REM, Inc., has requested the installation of two signs restricting parking at 1005 North 4th Street.</p> <p>The request is for “No Parking Between Signs / Monday-Friday / 7-9 AM and 2-4 PM”.</p> <p>This request was reviewed by the Public Improvement/Transportation Committee at their meeting on July 9, 2019 and referred to the City Council.</p> <p>Attached is a resolution providing for signage for “No Parking Between Signs / Monday-Friday / 7-9 AM and 2-4 PM” as shown on the attached map.</p>
Fiscal Impact:	None.
Alternative/ Variations:	No alternatives recommended.
Recommendations:	that the Council adopt RESOLUTION NUMBER XXXX, SECOND SERIES, which is the “Resolution for Signage in the City of Marshall” for “No Parking Between Signs / Monday-Friday / 7-9 AM and 2-4 PM” at 1005 North 4 th Street as shown on the attached map.

RESOLUTION NUMBER _____, SECOND SERIES

**RESOLUTION PROVIDING FOR SIGNAGE
IN THE CITY OF MARSHALL**

WHEREAS, City Code Sec. 74-26 provides for traffic control devices and markings; and,

WHEREAS, Sec. 74-26 of the City Code states:

“No device, sign or signal shall be erected or maintained for traffic or parking control unless the council shall first have approved and directed the same, except as otherwise provided in this section;”

NOW THEREFORE BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MARSHALL, MINNESOTA, that the Public Works Department cause such signs to be installed as designated below and shown on the attached map:

1. Install “No Parking Between Signs / Monday-Friday / 7-9 AM and 2-4 PM” at 1005 North 4th Street as shown on the attached map.

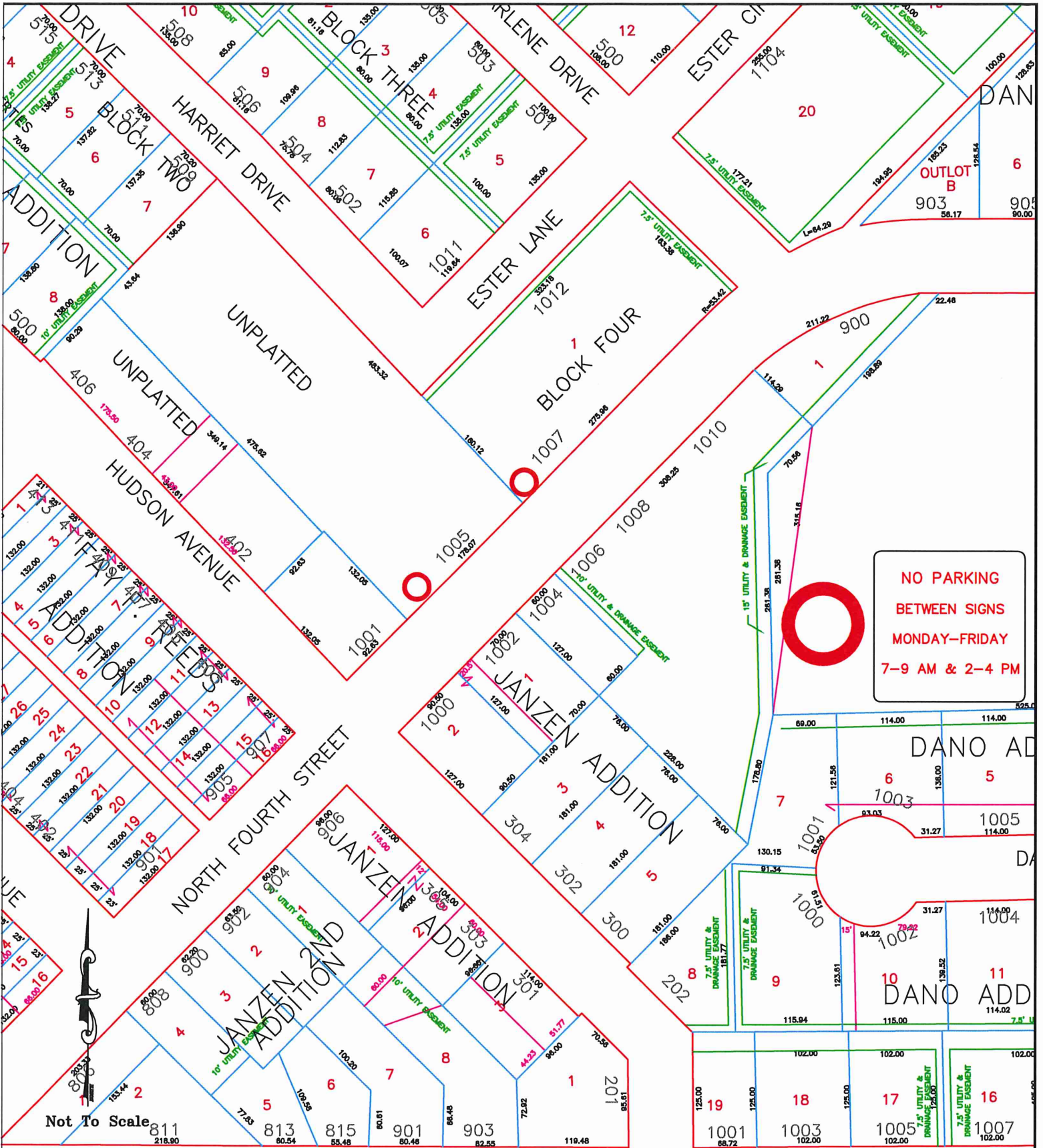
Passed and adopted by the Common Council this 14th day of January, 2020.

ATTEST:

City Clerk

Mayor of the City of Marshall, MN

This Instrument Drafted By:
Glenn J. Olson, P.E.
Director of Public Works/City Engineer



NO PARKING
 BETWEEN SIGNS
 MONDAY-FRIDAY
 7-9 AM & 2-4 PM

Not To Scale

BOXELDER AVE



CITY ENGINEERS OFFICE
 344 WEST MAIN STREET
 MARSHALL, MINNESOTA
 56258

1005 North 4th Street

DATE
 1/09/2020

Request For 2 No Parking Signs

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 1 OF 1



CITY OF MARSHALL AGENDA ITEM REPORT

Meeting Date:	Tuesday, January 14, 2020
Category:	NEW BUSINESS
Type:	INFO/ACTION
Subject:	Public Works Director Transition-Accept Recommendation from Personnel Committee
Background Information:	<p>Glenn Olson has announced his retirement effective Jun 12, 2020. As part of this transition I propose the following:</p> <p style="text-align: center;">Assign Glenn Olson as City Hall Owner’s Representative effective immediately until June 12, 2020 (his retirement date) Appoint Jason Anderson as Public Works Director effective February 3, 2020 Fill the Assistant Engineer position following job description review.</p> <p>The Personnel Committee met on Monday January 7, 2020 and approved the above recommendation. The Public Works Director job description changed minimally, until there is a full review when the comparable worth study is updated later this year.</p>
Fiscal Impact:	<p>Overall, the above recommendation will incur a savings to the City of Marshall of just under \$10,000, due in part to the reduced salary with Director Olson’s retirement.</p> <p>The Assistant Engineer is in part reimbursed by MMU with the annual payment of \$65,000. The MMU payment would not occur if the City does not hire an Assistant Engineer.</p>
Alternative/ Variations:	None
Recommendations:	<p>Assign Glenn Olson as City Hall Owner’s Representative effective immediately until June 12, 2020 (his retirement date) Appoint Jason Anderson as Public Works Director effective February 3, 2020 Fill the Assistant Engineer position following job description review.</p>

CITY OF MARSHALL WAGE SCHEDULE

2020 Wage Schedule

FULL-TIME EMPLOYEES

JOB CLASSIFICATION	Points	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6
City Administrator	1142	53.48	57.05	60.61	64.18	67.74	71.31
Dir. of Public Works/City Engineer	920	44.50	47.46	50.43	53.40	56.36	59.33
Director of Community Services	654	43.56	46.46	49.37	52.27	55.18	58.08
Director of Public Safety	864	42.12	44.93	47.74	50.54	53.35	56.16
Director of Administrative Services	830	42.12	44.93	47.74	50.54	53.35	56.16
WWT Facility Superintendent	611	35.57	37.94	40.31	42.68	45.05	47.42
City Assessor	588	35.57	37.94	40.31	42.68	45.05	47.42
Finance Director	588	35.57	37.94	40.31	42.68	45.05	47.42
Assistant City Engineer/Zoning Adm	588	35.57	37.94	40.31	42.68	45.05	47.42
Police Captain	588	35.57	37.94	40.31	42.68	45.05	47.42
Liquor Store Manager	551	33.09	35.30	37.50	39.71	41.91	44.12
Public Ways Superintendent	496	33.09	35.30	37.50	39.71	41.91	44.12
Human Resource Manager	464	31.22	33.30	35.39	37.47	39.55	41.63
Police Sergeant (C)	421	30.03	31.99	33.94	35.90	37.86	39.82
Parks Superintendent	421	29.40	31.36	33.32	35.28	37.24	39.20
WWT Facility Asst. Superintendent	388	27.87	29.73	31.59	33.44	35.30	37.16
Training Facility Coordinator (MERIT)	382	27.87	29.73	31.59	33.44	35.30	37.16
Senior Engineering Specialist (A)	382	27.87	29.73	31.59	33.44	35.30	37.16
Plans Examiner/Asst Zoning Adm (A)	382	27.87	29.73	31.59	33.44	35.30	37.16
Building Services Coordinator (A)	382	27.87	29.73	31.59	33.44	35.30	37.16
Police Corporal (B)	382	28.28	30.14	32.00	33.86	35.71	37.57
Police Detective (B)	382	28.28	30.14	32.00	33.86	35.71	37.57
Facility Maintenance Supervisor	342	26.54	28.30	30.07	31.84	33.61	35.38
WWT Collection Sys. Asst. Superintendent	329	25.71	27.42	29.14	30.85	32.57	34.28
Lead Maintenance Worker (A)	327	25.71	27.42	29.14	30.85	32.57	34.28
Police Officer (B)	317	25.86	27.56	29.25	30.94	32.65	34.34
Appraiser	310	24.71	26.35	28.00	29.65	31.29	32.94
Media Communications Specialist	308	24.71	26.35	28.00	29.65	31.29	32.94
Adult Community Center Coordinator	298	24.71	26.35	28.00	29.65	31.29	32.94
Executive Assistant	291	24.71	26.35	28.00	29.65	31.29	32.94
Engineering Specialist (A)	289	24.71	26.35	28.00	29.65	31.29	32.94
City Clerk	289	24.71	26.35	28.00	29.65	31.29	32.94
Community Education Coordinator	282	23.24	24.78	26.33	27.88	29.43	30.98
WWT Laboratory Specialist (A)	281	23.24	24.78	26.33	27.88	29.43	30.98
Accounting Specialist	275	23.24	24.78	26.33	27.88	29.43	30.98
Payroll/Benefits Specialist	275	23.24	24.78	26.33	27.88	29.43	30.98
Building Maintenance Supervisor	261	23.24	24.78	26.33	27.88	29.43	30.98
Recreation Coordinator	261	23.24	24.78	26.33	27.88	29.43	30.98
Building Inspector II (A)	257	25.71	27.42	29.14	30.85	32.57	34.28
Assessing Technician	252	22.61	24.12	25.63	27.14	28.64	30.15
WWT Technical Operator (A)	251	23.24	24.78	26.33	27.88	29.43	30.98
Administrative Assistant	247	22.61	24.12	25.63	27.14	28.64	30.15
WWT Plant Operator II (A)	239	22.61	24.12	25.63	27.14	28.64	30.15
WWT Senior Maintenance Operator (A)	238	22.61	24.12	25.63	27.14	28.64	30.15
Mechanic (A)	237	22.61	24.12	25.63	27.14	28.64	30.15
Engineering Technician (A)	215	21.53	22.97	24.40	25.84	27.27	28.71
Building Inspector I (A)	206	22.61	24.12	25.63	27.14	28.64	30.15
Police Records Clerk	203	21.53	22.97	24.40	25.84	27.27	28.71
Senior Maintenance Worker (A)	200	21.53	22.97	24.40	25.84	27.27	28.71
WWT Maintenance Operator (A)	200	21.53	22.97	24.40	25.84	27.27	28.71
Media Production Technician	199	21.53	22.97	24.40	25.84	27.27	28.71
WWT Plant Operator I (A)	192	21.53	22.97	24.40	25.84	27.27	28.71
Maintenance Technician (A)	181	21.53	22.97	24.40	25.84	27.27	28.71
Maintenance Worker (A)	172	19.91	21.24	22.57	23.90	25.22	26.55
Office Assistant/Receptionist	171	19.91	21.24	22.57	23.90	25.22	26.55
Community Service Officer	153	18.98	20.25	21.51	22.78	24.04	25.31
Liquor Sales Associate	149	18.98	20.25	21.51	22.78	24.04	25.31
Building Maintenance Worker	132	18.60	19.84	21.08	22.32	23.56	24.80
Building Custodian (Arena) (A)	119	10.94	11.66	12.39	13.12	13.85	14.58

CITY OF MARSHALL WAGE SCHEDULE

2020 Schedule

PART-TIME EMPLOYEES

JOB CLASSIFICATION	Points	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6
Police Officer (part-time non-union)	317	25.45	27.14	28.84	30.54	32.23	33.93
Police Officer (part-time union)	317	25.86	27.56	29.25	30.94	32.65	34.34
Program Specialist	203	21.53	22.97	24.40	25.84	27.27	28.71
Community Services Officer	153	18.98	20.25	21.51	22.78	24.04	25.31
Office Specialist	148	18.98	20.25	21.51	22.78	24.04	25.31
Liquor Checkout Clerk	126	10.94	11.66	12.39	13.12	13.85	14.58
Building Custodian	108	10.94	11.66	12.39	13.12	13.85	14.58

PAID ON-CALL EMPLOYEES

JOB CLASSIFICATION	Hourly Rate	Annual Rate
Firefighter	17.21	
Fire Chief (annual salary plus call-outs)	17.21	10,002.28
Assistant Fire Chief (annual salary plus call-outs)	17.21	3,871.34
Fire Captain (annual salary plus call-outs)	17.21	1,648.36
Fire Lieutenant (annual salary plus call-outs)	17.21	1,104.62
Janitor (Marshall Fire Hall--annual salary)		2,839.70
Hazardous Materials Technician (CAT) In-jurisdiction Responses	24.01	
Hazardous Materials Technician (CAT) State Responses	62.50	

Note: The CAT maximum compensation rates are established via contract with the State of MN.

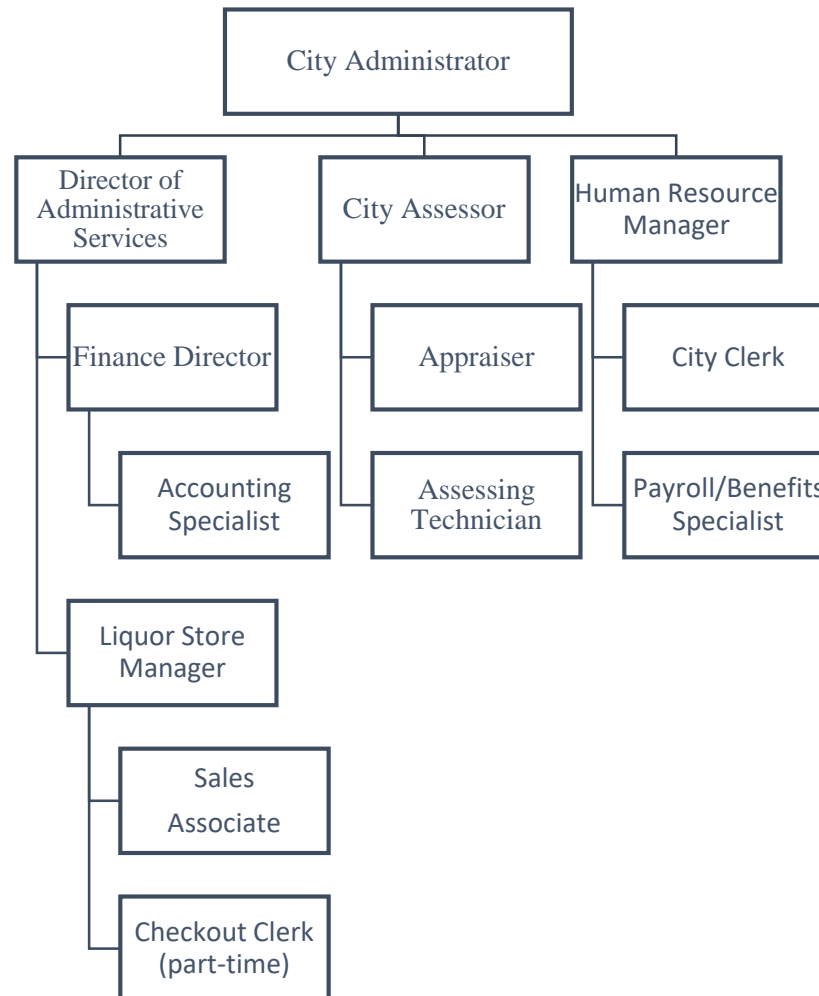


Organization Chart—Reporting to the City Administrator City of Marshall, Minnesota



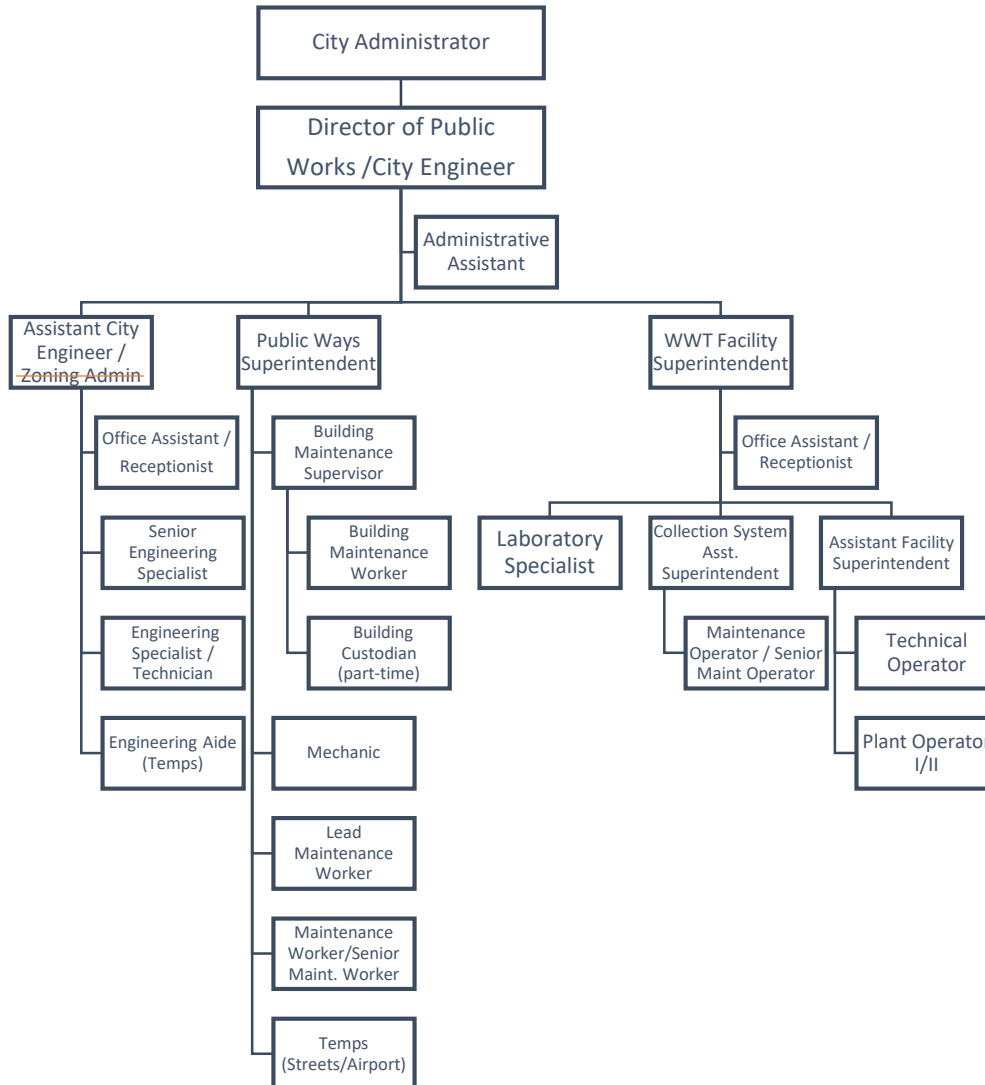


Organization Chart—Administration City of Marshall, Minnesota



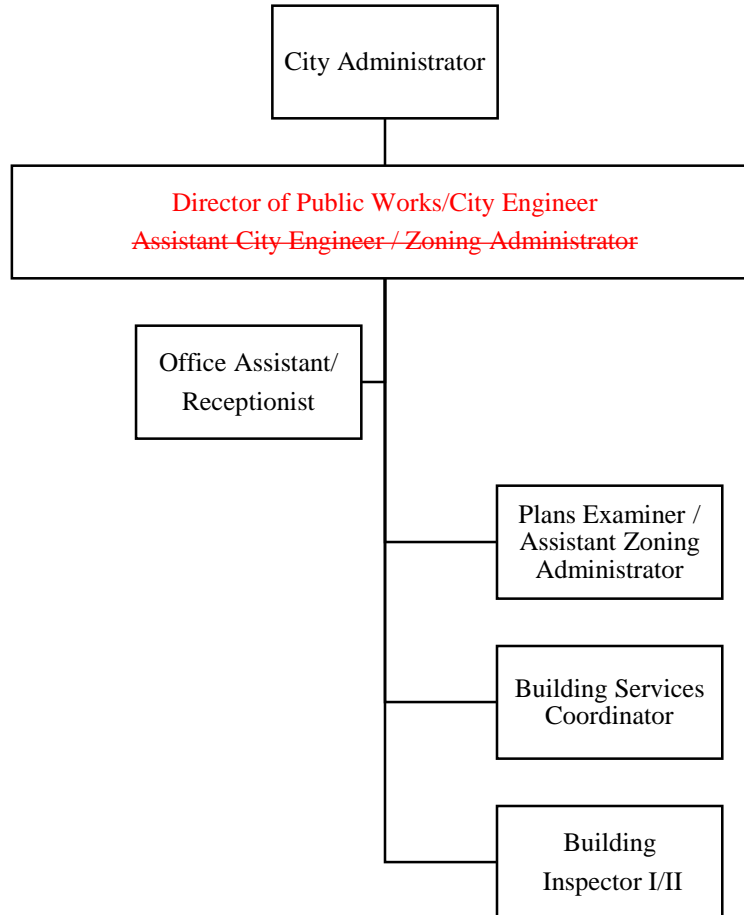


Organizational Chart—Public Works City of Marshall, Minnesota





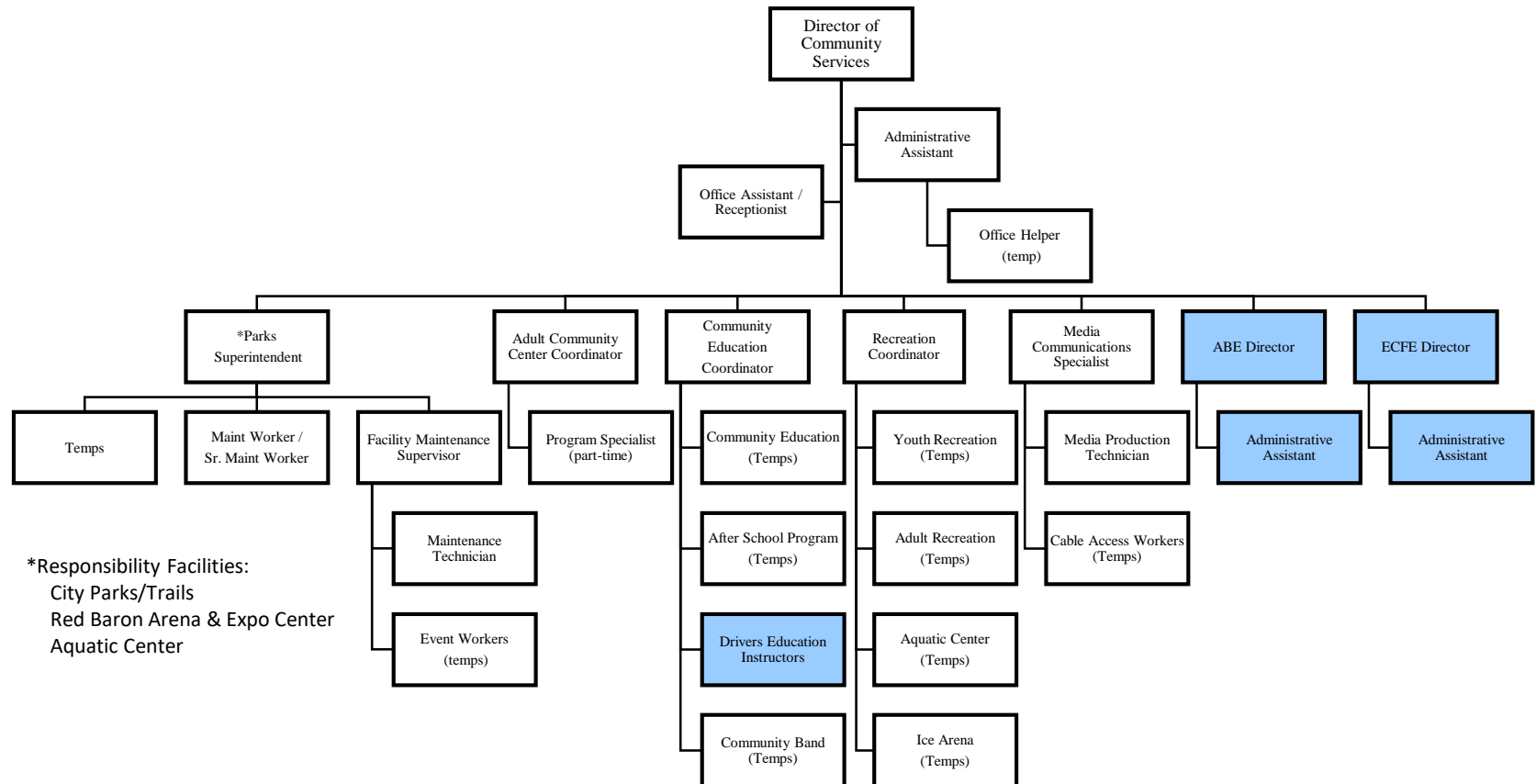
Organizational Chart—Community Planning City of Marshall, Minnesota





Organization Chart—Community Services

City of Marshall, Minnesota



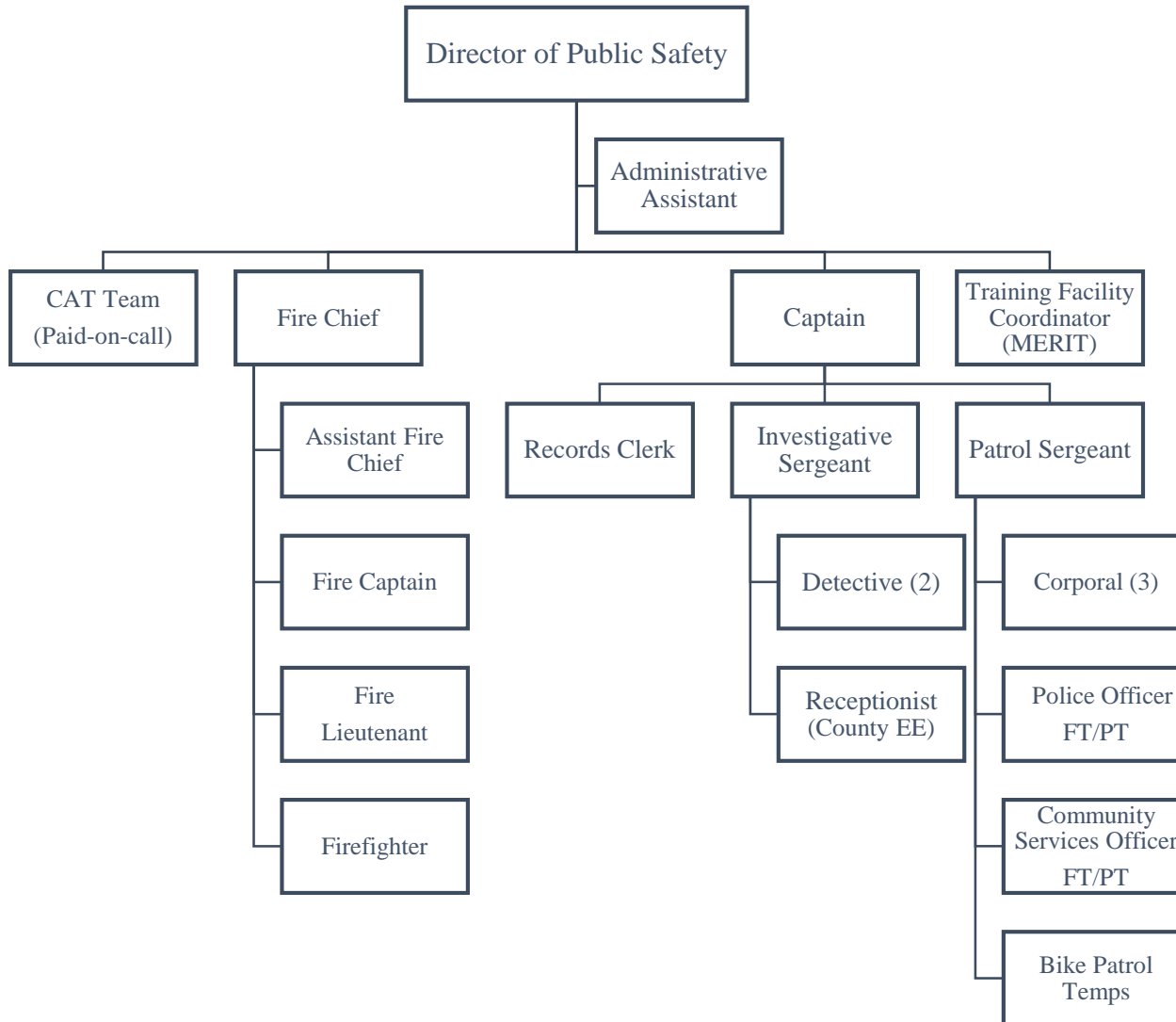
*Responsibility Facilities:
 City Parks/Trails
 Red Baron Arena & Expo Center
 Aquatic Center

Item 20.

Blue shaded boxes reflect a Joint Powers Agreement program with the School District. Personnel paid on a contract basis by the School District, as agreed upon by the Director of Community Services and the School District Director of Business Services. City of Marshall supervision. Personnel reporting to the Director of Community Services also report to the School District Director of Business Services.



Organizational Chart—Public Safety City of Marshall, Minnesota





CITY OF MARSHALL AGENDA ITEM REPORT

Meeting Date:	Tuesday, January 14, 2020
Category:	NEW BUSINESS
Type:	ACTION
Subject:	Approve Employment Agreement Between City of Marshall and Jason Anderson-Appointment as Public Works Director
Background Information:	Personnel Committee on January 7, 2020 approved the recommendation to appoint Jason Anderson as Public Works Director effective February 3, 2020, via Employment Agreement
Fiscal Impact:	As detailed in the agreement
Alternative/ Variations:	None
Recommendations:	Approve Employment Agreement Between City of Marshall and Jason Anderson-Appointment as Public Works Director effective February 3, 2020

EMPLOYMENT AGREEMENT

This **AGREEMENT** (“Agreement”) made as of the 14th day of January 2020, by and between the City of Marshall (“Employer”) and Jason Anderson (“Employee”).

In consideration of the mutual covenants and promises contained in this Agreement and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Employer and Employee agree as follows:

1. POSITION. Employer agrees to employ Employee as its Director of Public Works/City Engineer. Employee agrees to serve as Director of Public Works/City Engineer in accordance with the position description attached hereto as Appendix A, as such description now exists or may be amended from time to time, and in accordance with state statutes, City Charter and City ordinances, City policies, and other workplace expectations, and to perform such other legally permissible and proper duties and functions as are contained herein or as the City Council shall from time to time assign to Employee.

2. TERM OF EMPLOYMENT. Employee shall commence employment with Employer under the terms of this Agreement on February 3, 2020 and shall continue until such employment is terminated in accordance with this Agreement.

3. PENSION PLAN. Employer shall contribute to Minnesota Public Employees Retirement Association (PERA) as required by State law for Employee or an alternate pension plan, if selected by Employee and authorized by State law.

4. SALARY. Employer shall pay Employee a gross salary of \$111,072 per year starting February 3, 2020 prorated and payable consistent with the City’s normal payroll practices and subject to any authorized withholdings. Thereafter, Employee shall be eligible for future salary adjustments at the same time as they are granted to other management employees, subject to a satisfactory

the first year of employment, the Employee will be given a six month (August 2020) and annual performance review (February 2021) and thereafter the Employee shall be given an annual performance review. Failure by either party to complete the matters described in this paragraph shall not constitute a breach of this Agreement.

5. SICK LEAVE. Employee shall accrue sick leave as provided to and under the same conditions as all other non-union employees. Accrued sick leave may be carried over from year to year as provided to and under the same conditions as all other non-union employees.

6. VACATION LEAVE. Employee shall accrue vacation leave as provided to and under the same conditions as all other non-union employees. Accrued vacation leave may be carried over from year to year as provided to and under the same conditions as all other non-union employees.

7. HOLIDAYS. Employee shall be compensated for holidays as provided to and under the same conditions as all other non-union employees.

8. GENERAL INSURANCE. Employer shall provide Employee the same group medical, dental, life and disability insurance benefits as provided to and under the same conditions as all other non-union employees.

9. DEFERRED COMPENSATION. The Employer shall make available the option for payroll deductions from gross salary to deferred compensation and/or Roth elective deferral programs as provided to and under the same conditions as all other non-union employees.

10. DUES AND SUBSCRIPTIONS. Employer shall budget for and pay the professional dues and subscriptions for Employee, which the Employer deems necessary for Employee's continued participation in national, regional, state and local associations necessary and desirable for Employee's continued professional participation, growth and advancement.

11. PROFESSIONAL DEVELOPMENT. Employer shall pay the ordinary, reasonable and necessary travel and subsistence expenses of Employee for professional and official travel,

meetings and occasions the Employer deems adequate to continue the professional development of Employee and for Employee to represent Employer on official bodies or groups of which Employer is a member. Employee shall use good judgment in his outside activities, so he will not neglect his primary duties to the Employer. Some of the meetings Employee expects to attend include, but are not limited to, meetings of the City Engineers Association of Minnesota (CEAM) and the MnDOT District 8 Area Transportation Partnership. Employer shall also pay the ordinary, reasonable and necessary travel and subsistence expenses of Employee for short courses or seminars, which the Employer deems appropriate for his professional growth, including the attendance of the American Public Works Association conference-subject to approval as per the Employer's policy. Expenses for professional development shall be reimbursed in accordance with the Employer's policies for reimbursement.

12. CELL PHONE. At the Employee's choice; the Employee will be paid a monthly cell phone allowance as specified in City policy, or Employee shall be authorized to utilize a City-issued cell phone. Employee understands the use of a personal cell phone for employment purposes is subject to data requests.

13. ELECTRONIC DEVICE. Employee shall be authorized to utilize a City-issued electronic device for City and personal business subject to applicable electronic use policies afforded to all employees.

14. COMMUNITY PARTICIPATION. Employer shall reimburse Employee for the membership dues of a community service organization of Employee's choice as appropriate under Minn. Stat. § 471.96, as the same may be amended. Meals and other charges associated with membership shall not be reimbursed by the Employer.

15. AUTOMOBILE. Employee shall be paid a monthly allowance for use of his personal automobile for Employer business subject to applicable personnel policies and Internal

Revenue Service (IRS) regulations. For travel outside of the Marshall area, Employee will be reimbursed for mileage at the approved IRS rate.

16. JOB-RELATED EXPENSES. Employer shall reimburse Employee for job-related expenses, which are incurred by Employee and are submitted by Employee in accordance with Employer's policies for reimbursement.

17. FRINGE BENEFITS. Employee will receive fringe benefits to the extent of and under the same terms as full-time, nonunion employees of the City to the extent such benefits and terms are not inconsistent with the terms of this Agreement.

18. HOURS OF WORK. Employee agrees to perform the duties specified in this Agreement at the times and locations determined by Employer. Employee shall devote all Employee's professional time, attention, knowledge and skills solely to the business and affairs of Employer. Employee will work on a "full-time" basis, as determined by Employer under its policies so as to meet the business needs of Employer. Employee shall be present at City Hall during regular business hours, unless performing other duties, business and affairs of Employer or as determined by the City Council. It is understood that the position of Director of Public Works/City Engineer requires attendance at evening meetings and occasionally weekend meetings. It is understood by Employee that additional compensation and compensatory time shall not be allowed for such additional or extraordinary expenditures of time. It is further understood, however, that Employee maybe absent from his office to a reasonable extent during normal business hours following federal and state Fair Labor Standard Acts regulations of an exempt employee, in consideration for extraordinary time spent in evening and weekend meetings.

19. TERMINATION BENEFITS. In the event that Employee is terminated by Employer during a time when Employee is willing and able to perform the duties of Director of Public Works/City Engineer, then Employer agrees to pay Employee, at the time of receipt of his

last pay check, a lump sum cash payment equal to six months' salary and to continue to provide and pay for the Employer's share of the Employee's health benefits as provided to other non-union employees for a period of six months following termination (collectively, "termination benefits"). Payment of accrued vacation at the time of separation shall be paid to Employee as provided to and under the same conditions as all other non-union employees. Employee shall be paid his accrued sick leave at the time he leaves employment as provided to and under the same conditions as all other non-union employees. However, in the event Employee is terminated because of (1) his malfeasance in office, (2) gross misconduct, (3) conviction of a crime resulting from his employment with Employer, (4) conviction for an illegal act involving personal gain to Employee, (5) Employee's breach of any material obligations under this Agreement or any other agreement with Employer, (6) Employee's willful and/or repeated failure or refusal to perform or observe Employee's duties, responsibilities and obligations to Employer, (7) Employee's use of alcohol or other drugs in a manner which affects the performance of Employee's duties, responsibilities and obligations to Employer, (8) Conviction of Employee, or plea of *nolo contendere*, for a felony or of any crime involving theft, mismanagement, fraud or moral turpitude, or (9) Commission by Employee of any other willful or intentional act which could reasonably be expected to injure the reputation of Employer and/or Employee, then Employer shall have no obligation to pay the termination benefits provided in this paragraph.

If Employer, at any time during the employment term, reduces the salary or other financial benefits of Employee by a greater percentage than an across-the-board reduction for all non-union employees, or if Employer refuses, following written notice, to comply with any other provisions of this Agreement benefiting Employee, or if Employee resigns following a formal suggestion by Employer that he resign, then Employee may, at his option, be deemed to be "terminated" on the effective date of Employee's resignation and the Employee shall be entitled to receive the termination

benefits set forth above.

If Employee voluntarily resigns his position with Employer, Employee agrees to give Employer forty-five (45) days advance notice. If Employee voluntarily resigns his position with Employer, there shall be no termination benefits due to Employee, except for payment of vacation at time of separation shall be paid to Employee as provided to and under the same conditions as all other non-union employees, and accrued sick leave at the time he leaves employment as provided to and under the same conditions as all other non-union employees.

20. DEATH OR DISABILITY BENEFITS. If Employee's employment is terminated due to Employee's death or disability, regardless of the date of termination, Employee or Employee's estate or heirs, as appropriate, shall only be paid (i) Employee's earned salary and accrued paid leave not paid; (ii) any unpaid expense reimbursements; and (iii) any benefits payable under any life insurance policy maintained by Employer for the benefit of Employee, subject to the terms and conditions of such policy.

21. TERMINATION OF EMPLOYMENT. Nothing in this Agreement shall prevent, limit or otherwise interfere with the right of Employer to terminate the services of Employee at any time, for any reason, without cause, subject only to the provisions of this Agreement and the City Charter. Furthermore, nothing in this Agreement shall prevent, limit or otherwise interfere with the right of Employee to resign at any time from his position with Employer, subject only to the provisions of this Agreement.

22. INDEMNIFICATION. Employer shall defend and indemnify Employee pursuant to Minn. Stat. § 466.07 and § 465.76. In addition, Employer shall defend, hold harmless, and indemnify Employee from all claims based on tort, civil damages, penalties, fines, and claims based on violation of statutes, ordinances and rules, provided Employee was acting in good faith in the performance of the duties of his position at the time in question and was not guilty of malfeasance in

office or willful neglect of duty.

23. VOLUNTARY AND KNOWING ACTION. The parties, by executing this Agreement, state that they have carefully read this Agreement and understand fully the contents thereof; that in executing this Agreement they voluntarily accept all terms described in this Agreement without duress, coercion, undue influence, or otherwise, and that they intend to be legally bound thereby.

24. AUTHORIZED SIGNATORIES. The parties each represent and warrant to the other that (1) the persons signing this Agreement are authorized signatories for the parties represented, and (2) no further approvals, actions or ratifications are needed for the full enforceability of this Agreement; each party indemnifies and holds the other harmless against any breach of the foregoing representation and warranty.

25. GOVERNING LAW. This Agreement and all questions arising in connection with it shall be governed by the laws of the State of Minnesota. The rule of construction of interpreting a contract against its drafter will not apply to this Agreement.

26. BINDING EFFECT. This Agreement shall be binding upon and inure to the benefit of Employer, its successors and assigns, and Employee, Employee's heirs and legal representatives.

27. ASSIGNMENT. The rights of Employee hereunder are personal and may not be assigned or transferred unless consented thereto in writing by Employer.

28. ENTIRE AGREEMENT; AMENDMENT. This Agreement constitutes the entire agreement between the parties and supersedes all prior oral and written agreements between the parties and between Employee and any other former employer relating to the same subject matter. The parties have made no agreements, representations, or warranties relating to the subject matter of this Agreement which are not set forth herein. This Agreement may be amended only if it is in writing and signed by each of the parties.

29. SEVERABILITY. The invalidity of any portion of this Agreement will not and shall not be deemed to affect the validity of any other provision. In the event that any provision of this Agreement is held to be invalid, the parties agree that the remaining provisions shall be deemed to be in full force and effect as if they had been executed by both parties subsequent to the expungement of the invalid provisions.

30. WAIVER. The failure of either party to complain of any default by the other party or to enforce any of such party's rights, no matter how long such failure may continue, will not constitute a waiver of the party's rights under this Agreement. No waiver of any provision of this Agreement shall constitute waiver of any other provision or a waiver of the same provision at any later time.

31. ARBITRATION OF DIFFERENCES. Any breach or dispute arising out of, or regarding the interpretation of, this Agreement shall be submitted to the Minneapolis Regional Office of the American Arbitration Association for binding arbitration of said dispute(s) pursuant to the rules and procedures thereof. This article shall not preclude Employee from submitting a breach or dispute arising out of, or regarding the interpretation of, this Agreement initially through any internal City appeal or grievance process.

32. HEADINGS. Headings are provided solely for the convenience of the parties and shall not affect the interpretation of this Agreement.

33. NOTICE. All notices required under this Agreement shall be in writing and shall be deemed to have been duly given if sent via certified mail, first class mail-postage prepaid, hand delivery or overnight courier, and properly addressed to the party at the party's last known address or any other address that any party may designate by written notice to the other. Mailed notices shall be deemed to have been given at the time posted plus three business days.

Remainder of page left intentionally blank

IN WITNESS WHEREOF, Employer has caused this Agreement to be executed on its behalf by its Mayor and Clerk, and Employee has signed this Agreement, in duplicate, as of the day and year first written above.

EMPLOYER:

By: _____
Robert J. Byrnes, Its Mayor

Date

By: _____
Kyle Box, Its City Clerk

Date

EMPLOYEE:

Jason Anderson

Date



CITY OF MARSHALL AGENDA ITEM REPORT

Meeting Date:	Tuesday, January 14, 2020
Category:	NEW BUSINESS
Type:	ACTION
Subject:	Consider Appointments to the Various Boards, Commissions, Bureaus and Authorities.
Background Information:	The City of Marshall has various openings on the Boards, Commission, Bureaus and Authorities. Interviews were conducted on December 17, 2019 and January 14, 2020 with the City Council.
Fiscal Impact:	
Alternative/ Variations:	
Recommendations:	approval of appointments to the various boards, commissions, bureaus and authorities.

City of Marshall Boards and Commissions

Adult Community Center Commission	Incumbent	New Applicants
2 openings (2) unexpired terms to expire 5/31/22		

Airport Commission	Incumbent	New Applicants
2 openings (2) unexpired terms to expire 5/31/22		

Cable Commission	Incumbent	New Applicants
2 openings (2) unexpired terms to expire 5/31/22		

Community Services Advisory Board	Incumbent	New Applicants
5 openings (1) expired term to expire 2/28/21 (4) unexpired terms to expire 2/28/23		Andy Hedlin

Convention and Visitors Bureau	Incumbent	New Applicants
4 openings (4) unexpired terms to expire 12/31/22	Kelly Loft	Ty Brouwer Lucas Tietz Keith Wright

Library Board	Incumbent	New Applicants
2 openings (2) unexpired terms to expire 12/31/22		

MERIT Center Commission	Incumbent	New Applicants
2 openings (2) unexpired terms to expire 12/31/22		Eric Wallen Joshua Schafer

Police Advisory Board	Incumbent	New Applicants
1 opening (1) unexpired term to expire 5/31/22		



CITY OF MARSHALL AGENDA ITEM REPORT

Meeting Date:	Tuesday, January 14, 2020
Category:	COUNCIL REPORTS
Type:	INFO
Subject:	Commission/Board Liaison Reports
Background Information:	<p>Byrnes - Fire Relief Association and Regional Development Commission</p> <p>Schafer - Airport Commission, MERIT Center Board, City Council-County Board-Library Agreement & Operation, Southwest Minnesota Amateur Sports Commission and SW Minnesota Emergency Communication Board</p> <p>Meister -Community Services Advisory Board, Cable Commission and Economic Development Authority</p> <p>Bayerkohler - Public Housing Commission, Planning Commission</p> <p>DeCramer – Economic Development Authority and Utilities Commission</p> <p>Labat - Library Board, Police Advisory Board and Convention and Visitors Bureau</p> <p>Lozinski - Adult Community Center Commission and Jo</p>
Fiscal Impact:	
Alternative/ Variations:	
Recommendations:	



MEMORANDUM

TO: Honorable Mayor and Members of the City Council; City Staff

FROM: Sharon Hanson, City Administrator

DATE: January 14, 2020

SUBJECT: Administrative Brief

CITY ATTORNEY

- We continue to work on closing matters for the Helena Chemical property. We have been in contact with representatives from Helena Chemical and The Minnesota Department of Agriculture regarding chemical cleanup matters that need to be resolved prior to closing.
- We have done research regarding the legal age to purchase tobacco. While there has been some discrepancy as to the legal age to purchase tobacco, a federal law has been passed indicating the legal age is now 21 to purchase tobacco. City Attorney’s office has sent a letter to City Clerk along with a notice to provide to tobacco retailers in the City of Marshall.
- City prosecution statistics for the month of December 2019 are as follows:

December:

	ASSAULT	OFF VIOL.	DWI	OTHER ALCOHOL	TRAFFIC	THEFT	OTHER	TOTAL 2019	2018 Comparison
Prosecution	4	1	6		6	10	6	33	28
Dismissed									
Non-Prosecution	1	1			1	1	3	7	7
Refer to County									

ADMINISTRATION

City Administrator/Economic Development Authority

- This past month has been relatively light in the area of EDA, due largely to the fact that was a mix of time off for me personally and time off in the private sector.
- Recently met with an interested party on the Hotel next to City Hall. The redevelopment would be office/retail/apartments. Concerns over parking and cost to renovate. The City is willing to incentivize the project with same costs to tear down/rehabilitate the empty site.
- Scheduled follow-up visit with business owner on hangar construction at airport.

- Staff worked on updating the City Owned Properties listing including binder and map.
- Staff secured Connect Business Magazine advertising for 2020 related to Commerce Park.
- Staff assisted Ted Stamp from Southwest Center for Independent Living on a Power-Operated Door-opener grant program for local businesses.
- Staff is starting to work on 2019 EDA Annual Report.
- The City continues to work on Block 11. The pre-development agreement will be expired at the end of the day on Tuesday January 14th. We have proposed that we move forward with the development stage which means a timeline will be established around TIF financing.
- The Mayor and I had our monthly discussion with Brian Knochenmus from Ralco regarding Ralco/tru-Shrimp updates and City of Marshall updates. This past month the Mayor and I also met with key Schwan's executives as well as Paul Schwan, son of Marvin Schwan.
- Received interest in commercial tax abatement-Marshall Machine Shop, public hearing proposed to be scheduled for January 28th.
- Spent time on EDA Director interview questions and eventual interviews that were held on January 9th.
- Further refinement of the City's strategic plan. Council and other community stakeholders should have received a survey asking for feedback. A community presentation will be scheduled followed by a Council presentation with a recommendation to approve the strategic plan.
- Attended various mtgs over the last month: branding work, EDA Board, City Hall/SMSU move, staff meetings.

Human Resources

- Interviews for the Economic Development Director will begin on January 9th. There will be 1 additional interview the week beginning January 13th. A hiring decision will be made once all candidates have been interviewed. The interview process includes a selection committee interview, a community leadership panel interview, and a community tour for each candidate.
- Staffing for a part-time Police Officer eligibility roster will begin in January. We currently have no part-time police officers on staff; we are looking to fill two open positions.
- The Safety training topics for January were AWAIR, Employee Right to Know, and SDS/GHS.
- Employees are looking forward to the Employee Recognition Event on January 10, 2020. We will be celebrating 3 employee retirements, 11 employee years of service milestones, and welcome 16 employees hired in 2019.

Clerk

- Finalizing Annual License renewals.
- Met with the Marshall Area YMCA for collaboration effort regarding the 2020 Census.
- Kick off discussion with Tierney Brothers out of St. Paul on the future audio and visual capabilities of the new city hall building. There will be future meetings with Tierney over the next several months to meet with staff and discuss their audio and visual needs for offices, meeting spaces, lobby areas and council chambers.
- There are a number of items regarding City Hall/SMSU transition that are ongoing and should be finalized in the near future.

Finance

- City Hall Bonding – Staff are getting ready for a bond rating call scheduled for January 14. Bond bids will be received on January 28 and brought to council for awarding.
- Staff are currently working on closing out the 2019 year and preparing for the 2019 audit.

- Work continues for moving all bank activity from Wells Fargo to Bremer. So far, the process has been smooth.

Assessing

- No Report

Liquor Store

- 2019 ended on a high note with December sales +6.51%, Ticket Average +4.59%, and customer count +1.91%. For the year 2019 compared to 2018, sales were +8.75%. A good trend for 2019.
- Our month long holiday rush is over, our staff will focus on organization of the warehouse and the sales floor.
- Emphasis will be on new product news/sale items through traditional media and social media during our slower months of January and February.

COMMUNITY SERVICES

- Studio 1 TV staff will live broadcast 14 events over the next month including two MAHA youth tournaments at the Red Baron Arena & Expo.
- Staff has submitted a grant request to the Otto Bremer Trust for assistance in adding an inclusive playground at one of our existing parks within the community. Awards are announced in May.
- Over the holidays the interior of the Adult Community Center welcomed an updated look by replacing the 1988 original carpeting in three rooms including the main lobby.
- Community Services and Studio 1 TV offices will be closed for the upcoming Martin Luther King holiday on Monday, January 20th. The Red Baron Arena & Expo and the Adult Community Center will be open with adjusted hours.
- The Community Services Advisory Board will hold their first meeting of 2020 on Wednesday, February 5th.
- Our Community Education and Adult Basic Education coordinators have collaborated to host the 2nd Annual Cultures on the Prairie Conference on Tuesday, February 11th on the campus of SMSU. SMSU President Kumara Jayasuriya will be the keynote speaker.

COMMUNITY PLANNING

Building Services / Planning & Zoning

- Almost 400 open job files. UCAP Headstart new building, Harrison Truck addition, Action Manufacturing addition, 2nd Unique Apartment building, and SRO apartment building at Stephen Avenue are under construction.
- Four duplexes and fourteen new single-family dwellings permits have been approved.
- Interim use was added to Zoning ordinance.
- Beginning stages of reviewing all City buildings for ADA-compliance; part of a self-evaluation process for inclusion in a City ADA Transition Plan.
- New permit software development/implementation has begun with a kick-off teleconference.

PUBLIC WORKS DIVISION

Engineering

- MERIT Phase 2 -- Work is suspended until next spring to do final shaping and seeding.

- Project Z67: Michigan Road/Superior Road Reconstruction Project – Work is substantially complete. Contractor has all final numbers to review. Final change order and pay request anticipated.
- Project Z72: Hahn Road Storm Sewer Project – Work is substantially complete. Staff will work through the project closure process.
- 2020 Projects are currently in the design and scoping process. Projects currently include:
 - UCAP Transit Bus Shelters: Contract was awarded to HCI construction with an anticipated 2020 start date.
 - Project Z75 South 4th Street: Call for plans and specs? Currently setting project limits and scope of the project.
 - Project Z70: Alley Projects (West Marshall/West Redwood & South Hill/South Whitney): Currently in design phase.

Building Maintenance

- No report.

Street Department

- No report.

Airport/Public Ways Maintenance

- No report.

Wastewater

- Cleaning sewers.
- Plant repairs.
- Magney Construction still pouring walls for the Biosolids storage tanks.
- Staff has performed 236 equipment work orders in the last 30 days.
- Working on regulatory issues for Phosphorus, Salty Discharge, Pretreatment, Redwood River Watershed Review, MN. River Nutrient TMDL, Lake Pepin TMDL.

PUBLIC SAFETY DIVISION

DECEMBER ACTIVITY REPORTS 2019

FIRE DEPARTMENT

- The Marshall Fire Department responded to twenty-four (24) calls for service. Total calls for service included:
 - Fire/CO2 Alarm (10)
 - Fire/Structure/Medical Assist/Other (10):
 - Vehicle Accident (4)
- **2019 TOTAL CALLS: (256)**
 - Fire /CO2 Alarm: (125)
 - Fire/Structure/Medical Assist/Other: (83)
 - Vehicle Accidents: (48)

MFD PERSONNEL/OTHER

- Five new firemen were hired and have started NFPA training

- 13 current fireman/officers are completing Firefighter 1 & 2 training certification
- The Fire Department has transitioned into using the Active 911 system. This notification software system will allow all personnel to have needed data on their phones and fire trucks. Fire hydrant locations, flow rates, pre-plans for different buildings or facilities can be accessed through this software and will strengthen the fire departments response and safety procedures.

POLICE DEPARTMENT

- The Marshall Police Department responded to 790 calls of service for the month of December. 131 criminal offenses were reported with a total number of 52 adult arrests being made. The initial time spent responding to the 790 calls for service totaled 697 hours. This does NOT include time spent in investigations or follow-up time conducted by officers.
- 2019 TOTAL CALLS: 10,228 o Accidents (21) - **(374)**
 - o Alcohol - DWI (7) – **(49)**
 - o Assaults (2) – **(50)**
 - o Domestic Assault (9) – **(121)**
 - o Burglaries (0) – **(38)**
 - o Damage to Property (6) – **(93)**
 - o Keys Locked in Vehicles (45) – **(456)**
 - o Loud Party (2)/ Public Disturbances (2) – **(57)**
 - o Thefts (27) – **(231)**
 - o Traffic Related Complaints (220) – **(2694)**
 - o Warrant Pickups (19) – **(179)**
 - o Welfare Checks (16) – **(246)**
 - o Animal Complaints (20) – **(494)**

OFFICER'S REPORT (BOLD numbers are 2019 year-end totals)

- During the month of December, we responded to 18 vehicle accidents with three (3) being coded as personal injury accidents.
- Nine (9) domestic assault calls were reported during December. In three of the cases, the male suspects were located and arrested for domestic assault.
- In December, twenty-seven reports of theft were received. Many of the reported cases of theft were from local businesses reporting shoplifting incidents.

MPD PERSONNEL/OTHER

- We received notice that two officers may be deployed to Kuwait as part of their service in the MN National Guards. Some of the information regarding their deployment is unknown at this time and may change. They anticipate that the length of service could be up to 1 year. MPD leadership has started to plan and prepare for their deployments and is looking at advertising for the open part-time police officer positions and planning to make changes to the current schedule to ensure adequate coverage during peak times of the day/night.
- The School Resource Officer responded to 11 incidents at the public schools in December. Additional meetings with Child Protection and other agencies were part of the SRO's activity for the month.
- The partnership with AVERA continues to be strong and beneficial. Officers have averaged 105 hours of time each month with obligations at the AVERA campus. Mental health issues with patients continues to be the main reason for time spent at AVERA.
- The equipment to implement the body-worn camera program has arrived and is currently being installed. IT has started the process of transferring all data onto the new server and have had no issues to date with the

process. Officers are currently completing on-line training and we anticipate the officers to be utilizing the cameras by January 13th, 2020

- **SQUAD CARS:** No information regarding the two new squad cars ordered in August 2019 has been received. KRUSE Ford has not received notice of a build-out date for the City of Marshall units. We are hoping for early part of year.

DETECTIVE REPORT

- Two separate cases of counterfeit currency being passed at Marshall businesses is under investigation.
- A case of a theft from a vulnerable adult was investigated and forwarded to the Marshall City Attorney's Office for charges.
- Two unrelated cases of the possession of child pornography are under investigation.
- A theft from a Marshall business was investigated. The case has been forwarded to the Marshall City Attorney's Office for charges.
- Two cases of theft by swindle were investigated. The cases involved a contractor with a suspended contractor's license receiving partial payment for jobs but not completing the work. The cases have been forwarded to the Lyon County Attorney's Office for charges.
- A case of identity theft is under investigation.
- A theft by swindle case is under investigation. The case involved a scam on a fraudulent website.
- Five cases of child neglect were investigated in conjunction with Southwest Health and Human Services.
- Detectives assisted the Brown-Lyon-Redwood-Renville Drug Task Force with a search warrant at a residence in Marshall. Marijuana, marijuana wax, marijuana vape cartridges, Morphine, and Xanax were seized. Two Marshall men, ages 19 and 25, were arrested.

MERIT CENTER REPORT

- In the last month the MERIT Center has hosted a variety of training/events. Some of these events include Emergency Management classes, CDL training utilizing the driving track, leadership meetings, safety training, industry continuing education class and medical skills training.
- MN West hosted a Steam & Hot Water Boiler training class on Dec 2-3. 26 people attended this training
- On Dec. 3, Farm Business Management held a Suicide Awareness training for 31 participants
- Ralco hosted their quarterly employee meeting at the MERIT Center on Dec 6 for 90 employees
- MN West conducted two sessions of EMT/EMR basic skills classes in December
- On Dec 12, Plumbology LLC returned to conduct their second session of Continuing Education class for 42 local industry professionals
- The MERIT Center was utilized 21 out of the last 24 business days with 302 people attending these training/events

2019 PUBLIC SAFETY NOTEABLE EVENTS

- Four new police officer hires
- AVERA funding for a new police officer position
- Restructuring within the police department (Captain/Corporal positions)
- LEC Committee (Building lock system & AC Unit (unplanned expenses))
- Implementation of the Body-Worn-Camera program
- \$23,500 anonymous donation received by the Marshall Area Crime Fund to purchase a drone & surveillance equipment for the police department.
- SCBA (self-contained breathing apparatus) purchase for Marshall Fire Department

- MERIT Center phase two project (3.1 million dollars)
- New Lease Agreement with MN West at MERIT Center
- 7,252 people attended meetings or training at the MERIT Center in 2019 (23% increase from 2018)

City of Marshall, Minnesota

Timeline for
Creation of a Tax Increment Financing Plan for
Tax Increment Financing (Redevelopment) District No. 1-15
Within Project Area No. 1
Block 11 Redevelopment APX Group

Proposed Schedule of Events

Date	Event	Responsible Party
October 14, 2019	City enters into Preliminary Development Agreement with APX Group (90 days)	City, Kennedy & Graven, Baker Tilly, APX
Ongoing Winter 2019/Spring 2020	Preliminary negotiations with developer and evaluation of financial information including initial request for financial assistance	City, Kennedy & Graven, Baker Tilly, APX
January 14, 2020	Preliminary Development Agreement expires Provide update to City Council on development status	City, APX, Baker Tilly
January 28, 2020	City Council update on redevelopment status and terms between City and APX including use of tax increment financing	City, APX, Baker Tilly
February 15, 2020	APX provides additional information to City including market analysis, updated financial details including request for public assistance, site and development plans	
TBD	EDA review of TIF Application	City
TBD	EDA review of draft term sheet in anticipation of Contract for Private Development	City, Kennedy & Graven, Baker Tilly
Tuesday, February 25, 2020	City Council calls for public hearing regarding proposed creation of a Redevelopment TIF District and Project Area	City, Kennedy & Graven, Baker Tilly
Friday, February 28, 2020	County Commissioner receives notification letter	Baker Tilly
TBD	City Council workshop to review TIF materials	City, Baker Tilly
TBD	EDA reviews Contract for Private Development	City, Kennedy & Graven, Baker Tilly
Friday, March 13, 2020	County and School District receive impact letters & draft TIF plan for TIF (Redevelopment) District (at least 30 days prior to public hearing)	Baker Tilly
TBD	City Planning Commission reviews draft TIF plan for TIF District and Project Area documents (documents provided by Baker Tilly and resolution provided by Kennedy & Graven)	City, Kennedy & Graven, Baker Tilly
Wednesday, April 1, 2020	Publication of notice of public hearing in the Marshall Independent (10-30 days prior to public hearing)	Baker Tilly

Tuesday, April 14, 2020	HRA review of TIF Plan and TIF District and Project Area documents <i>(documents provided by Baker Tilly and resolution provided by Kennedy & Graven)</i>	City, Kennedy & Graven, Baker Tilly
Tuesday, April 14, 2020	City Council holds public hearing, and considers adopting resolution establishing TIF Plan and TIF District and Project Area documents <i>(documents provided by Baker Tilly and resolution provided by Kennedy & Graven)</i>	City, Kennedy & Graven, Baker Tilly
Tuesday, April 14, 2020	City Council considers adopting resolution approving Contract for Private Development <i>(documents and resolution provided by Kennedy & Graven)</i>	City, Kennedy & Graven, Baker Tilly
Prior to June 30, 2020	State filing and request for county certification	Baker Tilly

MARSHALL PUBLIC SCHOOLS

REQUEST FOR PROPOSALS

FOR ACQUISITION OF:

Existing West Side Elementary School Facility

500 South 4th Street Marshall, MN 56258



PROPOSAL SUBMISSION DEADLINE: 2:00 PM, CDT, February 24, 2020

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Description of Proposed Use	
Financial Compensation	
Timeline	
Purchase Agreement	
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Timeline	
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Describe in detail the intended use	
List Exceptions and Contingencies	

Overview

Background:

In May of 2019 the tax payers of ISD 413 voted to approve the construction of a new 2-4 Elementary School on property owned by the District next to the current Middle School. The design of the new facility is near completion, and the bidding process will soon be underway. Construction will be complete, and District will occupy the new facility in August of 2021. Upon completion of the 2021/22 school year the existing West Side Facility will become available for a potential new owner.

Objective:

ISD 413 Marshall Public School District is seeking proposals from interested parties for the purchase/acquisition of the building and land at 500 South 4th Street, Marshall MN 56258, West Side Elementary School. The District will evaluate and select the proposal that best meets the needs of ISD 413, City of Marshall and the neighbors of the property. A strong proposal will include:

- Description of economic stimulus potential for the taxpayers of Marshall as a result of the proposed new use
- Description of planned physical improvements to the building and land
- Description of how the proposed use will seamlessly integrate with the land use around the property
- Other pertinent information that makes the proposed use an asset to the community

RFP Details:

All Responses are due to ISD 413, Marshall Public Schools, on Monday February 24th, 2020 at 2 PM. Proposals must be in a sealed envelope and date/time stamped by a District representative prior to 2 PM. The outside of the envelope should be marked "SALE OF REAL PROPERTY 500 South 4th Street Marshall, MN 56258". Hand delivered should be directed to the District Office where they will be date stamped and held until bid opening. Late submittals will not be considered.

All proposals shall be addressed to:

Marshall Public Schools
Attn: Dion Caron
Director of Business Services, ISD 4413
401 S. Saratoga St.
Marshall, MN 56258

The building will be open for tours, non-invasive investigation and condition assessment tours on Wednesday January 23rd, 2020 at 3:30 pm. Any other or additional time needed to review the property can be arranged by calling Dion Caron at 507-929-2603.

Those interested in submitting a proposal are encouraged to provide contact information to Dion Caron, Director of Business Services at dion.caron@marshall.k12.mn.us. Providing contact information will allow the School District to provide notification if an addendum to the RFP is issued or the RFP is cancelled. Those who choose not to provide contact information are solely responsible for checking the School District website for any issued addenda or a notice of cancellation.

Terms and Conditions:

1. All proposals must include a certified or cashier's check in the amount of 10% of the proposal.
2. The District shall have a period of 60 days to following the opening of the proposals to review, accept, reject or enter into negotiations with those whom submitted a proposal.
3. The District reserves the right to reject, refuse or negotiate any or all proposals.
4. Proposals may not be withdrawn for a period of 60 day from opening.
5. The District will return any earnest money of rejected proposals within 60 days of opening.
6. Any testing, inspection or investigation required for a purchaser to provide a proposal is the responsibility of the purchaser.
7. Any and all expenses including title insurance, mortgage points, mortgage registration tax, financing or other purchase required items is the responsibility of the purchaser.
8. If it is necessary to terminate any purchase agreement for any reason, the District will retain the earnest money.
9. Upon selecting a purchaser, the District will allow a period of 60 days to negotiate, finalize and sign a purchase agreement.
10. A closing date shall be set within 30 days of signed purchase agreement. The balance of all funds will be paid in cash (certified or cashier's check, wire transfer) to the District at closing.
11. Property is sold "As-Is" with no explicit, implied or conditional warranties of building components or systems.
12. The District will not be responsible for the division of land, zoning variances or modifications to title. All expenses to complete the required legal documentation is the responsibility of the purchaser.
13. The District will not pay closing costs, real-estate fees, appraisal fees or any other fee associated with the purchase of the property.
14. The purchaser is responsible to verify with the City of Marshall that the proposed use would be acceptable and integrate with the City's zoning, occupancy or use.

Property Description

Address: West Side Elementary School Year Built: 1955, Addition 1960
500 South 4th Street Square Feet: 50,013 – 2 story
Marshall, MN 56258 Zoning: R1
Acres: 10.1

WARRANTY DEED. Form No. 2. MINNESOTA UNIFORM CONVEYANCING ACT (1987)

This Indenture, Made this 9th day of May, 1969,
between D. C. McFarland, Jr. and Dorothy McFarland, husband and wife
of the County of Lyon and State of Minnesota
part ias of the first part, and Independent School District No. 413
a corporation under the laws of the State of Minnesota, party of the second part,

Witnesseth, That the said part ias of the first part, in consideration of the sum of One and NO/100 DOLLARS, to them in hand paid by the said party of the second part, the receipt whereof is hereby acknowledged, do hereby Grant, Bargain, Sell and Convey unto the said party of the second part, its successors and assigns, Forever, all the tract or parcel of land lying and being in the County of LYON and State of Minnesota, described as follows, to-wit:

All that part of Outlot Four (4) of the Subdivision of Outlots Four (4) and Five (5) of Country Club Addition lying East of the center of the channel of the Redwood River, EXCEPTING THEREFROM thenortherly 150 feet thereof, according to the recorded plat thereof on file and of record in the Office of the Register of Deeds, Lyon County, Minnesota

Exempt from state deed tax

To Have and to Hold the Same, Together with all the hereditaments and appurtenances thereunto belonging or in anywise appertaining, to the said party of the second part, its successors and assigns, Forever. And the said D. C. McFarland, Jr. and Dorothy McFarland, Husband and Wife of the first part, for themselves, their heirs, executors and administrators, do covenant with the said party of the second part, its successors and assigns, that they are well seized in fee of the lands and premises aforesaid, and have good right to sell and convey the same in manner and form aforesaid, and that the same are free from all incumbrances, with no exceptions.

And the above bargained and granted lands and premises, in the quiet and peaceable possession of the said party of the second part, its successors and assigns, against all persons lawfully claiming or to claim the whole or any part thereof, subject to incumbrances, if any, hereinbefore mentioned, the said part ias of the first part will Warrant and Defend.

In Testimony Whereof, The said part ias of the first part have hereunto set their hand the day and year first above written.

In Presence of
Patty DeWaal
[Signature]
D. C. McFarland, Jr.
Dorothy McFarland
Dorothy McFarland

140115

WARRANTY DEED.

Filed for record on the 10th day of August, 1950, at 10:00 o'clock A. M. Ferd. Coequey, Register of Deeds. Taxes for the year 1949 on the lands described within, not assessed, this 10 day of August, 1950. Chas. G. Chapman County Treasurer By B. M. N. Deputy. Taxes, not assessed and Transfer entered this 10th day of August, 1950. G. Oscar Carlson County Auditor.

This Indenture, Made this 17th day of July, 1950 between The County of Lyon a corporation under the laws of the State of Minnesota, party of the first part, and Independent School District No. 8 a corporation under the laws of the State of ILL., party of the second part,

Witnesseth, That the said party of the first part, in consideration of the sum of Twelve Thousand - - - (\$12,000.00) - - - - - DOLLARS, to it in hand paid by the said party of the second part, the receipt whereof is hereby acknowledged, does hereby Grant, Bargain, Sell, and Convey unto the said party of the second part, its successors and assigns, Forever, all the tract or parcel of land lying and being in the County of Lyon and State of Minnesota, described as follows, to-wit:

All that part of the Northeast Quarter of the Northeast quarter (NE 1/4) of Section eight (8), in Township One Hundred Eleven (111), Range 41 West, described as follows, to-wit:

Beginning at the Northeast corner of the NE 1/4 of said Section 8, township 111, range 41, West, said County and State; running thence West, a distance of 18 rods; running thence South a distance of 28 8/9 rods; running thence east a distance of 18 rods; and running thence north a distance of 28 8/9 rods to the place of beginning except highways, if any.

(\$13.20 revenue stamps affixed & cancelled)

Deed Record No. 117—Lyon County, Minn.

455

Instrument No. 161975 Form No. 1-M

Filed for record this 6th day of April, 1951, at 10:00 o'clock P. M. Ferd. Coequey, Register of Deeds, Deputy

This Indenture, Made this 6th day of April, 1951, between Otis N. Greeley and Martha Greeley, his wife.

of the County of Lyon and State of Minnesota part 1st of the first part, and Independent School District No. 111, a Municipal Corporation of the County of Lyon and State of Minnesota part 1st of the second part.

Witnesseth. That the said part 1st of the first part, in consideration of the sum of Five Thousand and no/100 - - - - - DOLLARS, to it in hand paid by the said part 1st of the second part, the receipt whereof is hereby acknowledged, do hereby Grant, Bargain, Sell, and Convey unto the said part 1st of the second part, its successors heirs and assigns, Forever, all the tract or parcel of land lying and being in the County of Lyon and State of Minnesota, described as follows:

All that part of the Northeast Quarter of the Northeast Quarter of Section 8, Township 111 North of Range 41 West of the Fifth Principal Meridian, described as follows: Beginning at a point 162 feet West and 183 feet South of the Northeast corner of Section 8, and running thence South and at right angles to the North line of said section a distance of 477 feet; thence West and at right angles a distance of 132 feet; thence North and at right angles a distance of 477 feet; thence East 132 feet to the place of beginning, containing 1.8 acres. ALSO - Beginning at a point 594 feet West and 183 feet South of the Northeast corner of Section 8 and running thence South and at right angles to North line of said Section a distance of 477 feet; thence West and at right angles a distance of 233 feet; thence North and at right angles a distance of 477 feet; thence East and at right angles a distance of 233 feet to the place of beginning. ALSO - Beginning at the Southwest corner of the above described tract and running thence South to the center of the channel of the Redwood River; thence down said river to a point where it crosses the South line of the above described tract; thence West on the South line of the above tract to the place of beginning.

Minnesota Deed Transfer Tax of \$5.50 due hereon. (\$5.50 Revenue Stamps Affixed and Cancelled)

We the said in full the sum, together with all the hereditaments and appurtenances thereto belonging or in anywise appertaining, to the said part 1st of the second part, its successors heirs and assigns, Forever, and the said Otis N. Greeley and Martha Greeley, his wife, part 1st of the first part, for themselves and their heirs, executors and administrators, do consent with the said part 1st of the second part, its successors heirs and assigns, that they are well advised in fee of the lands and premises aforesaid, and have good right to sell and convey the same in manner and form aforesaid, and that the same are free from all incumbrances, whatsoever.

And the above bargained and granted lands and premises, in the quiet and peaceable possession of the said part 1st of the second part, its successors heirs and assigns, against all persons lawfully claiming or to claim the whole or any part thereof, subject to incumbrances, if any, heretofore mentioned, the said part 1st of the first part will warrant and defend.

In testimony whereof, the said part 1st of the first part has hereunto set their hand and seal the day and year first above written.

In Presence of Otis N. Greeley Martha Greeley Don S. Maltzer Ruth Jordan

State of Minnesota, County of LYON, On this 6th day of April, 1951, before me, Notary Public, within and for said County, personally appeared Otis N. Greeley and Martha Greeley, his wife,

to me known to be the persons described in, and who executed the foregoing instrument, and acknowledged that they executed the same as their free act and deed.

Notarial Seal (Affixed) Don S. Maltzer Notary Public, LYON County, Minn. My commission expires Sept. 14, 1951

Taxes for the year 1950 on the land described within, paid this 5th day of April, 1951. Chas. G. Chapman County Treasurer By J. S. F. Deputy Taxes paid and Transfer entered this 6th day of April, 1951. G. Oscar Carlson County Auditor By Deputy

Deed for paid to... 980... [Handwritten notes]

Instrument No. 12285

Form No. 32M

10

Filed for Record this 26th day of December A. D. 1951 at 10 o'clock A. M. Third, County Register of Deeds By Deputy

This Indenture, Made this 26th day of December, 1951 between Leon Versarvel and Eugenia Versarvel, husband and wife

of the County of Lyon and State of Minnesota of the first part, and Independent School District No. 8, Lyon County

Witnesseth, That the said party of the first part, in consideration of the sum of Three Thousand Two Hundred Fifty and no/100 (\$3,250.00) DOLLARS

to them in hand paid by the said party of the second part, the receipt whereof is hereby acknowledged, do hereby Grant, Bargain, Sell, and Convey unto the said party of the second part, its successors and assigns, Forever, all the tract or parcel of land lying and being in the County of Lyon and State of Minnesota, described as follows, to-wit:

All of Out Lot Two (2), Country Club Addition to the City of Marshall, Minnesota, bounded and described as follows: Commencing at the Northwest corner of Out Lot Two (2), proceeding thence west 33 feet on the north line of said Out Lot; thence from last point south and at right angle to last line a distance of 118 feet; thence west at right angles to last line a distance of 132 feet to the west line of said Out Lot 2; thence south and at right angles to last line a distance of 178 feet to the south line of said Out Lot 2; thence east and at right angles along the south line of said Out Lot 2 to the east line of Out Lot 2; thence north and at right angles to last line along the east line of said Out Lot 2 a distance of 627 feet to the point of beginning.

(\$3.85 Revenue Stamps Affixed & Cancelled)

We Have and to Hold the Same, Together with all the hereditaments and appurtenances thereto belonging, or in anywise appertaining, to the said party of the second part, its successors and assigns, Forever. And the said Leon Versarvel and Eugenia Versarvel party of the first part, for themselves and their heirs, successors and administrators, do covenant with the said party of the second part, its successors and assigns, that they are well seized in fee of the lands and premises aforesaid, and have good right to sell and convey the same in manner and form aforesaid, and that the same are free from all incumbrances.

And the above bargained and granted lands and premises, in the quiet and peaceable possession of the said party of the second part, its successors and assigns, against all persons lawfully claiming or to claim the whole or any part thereof, subject to incumbrances, if any, heretofore mentioned, the said party of the first part will Warrant and Defend.

In Testimony Whereof, The said party of the first part hereunto set their hand the day and year first above written.

In Presence of J. E. Forbes Muriel Bot

Leon Versarvel Eugenia Versarvel

State of Minnesota, County of Lyon

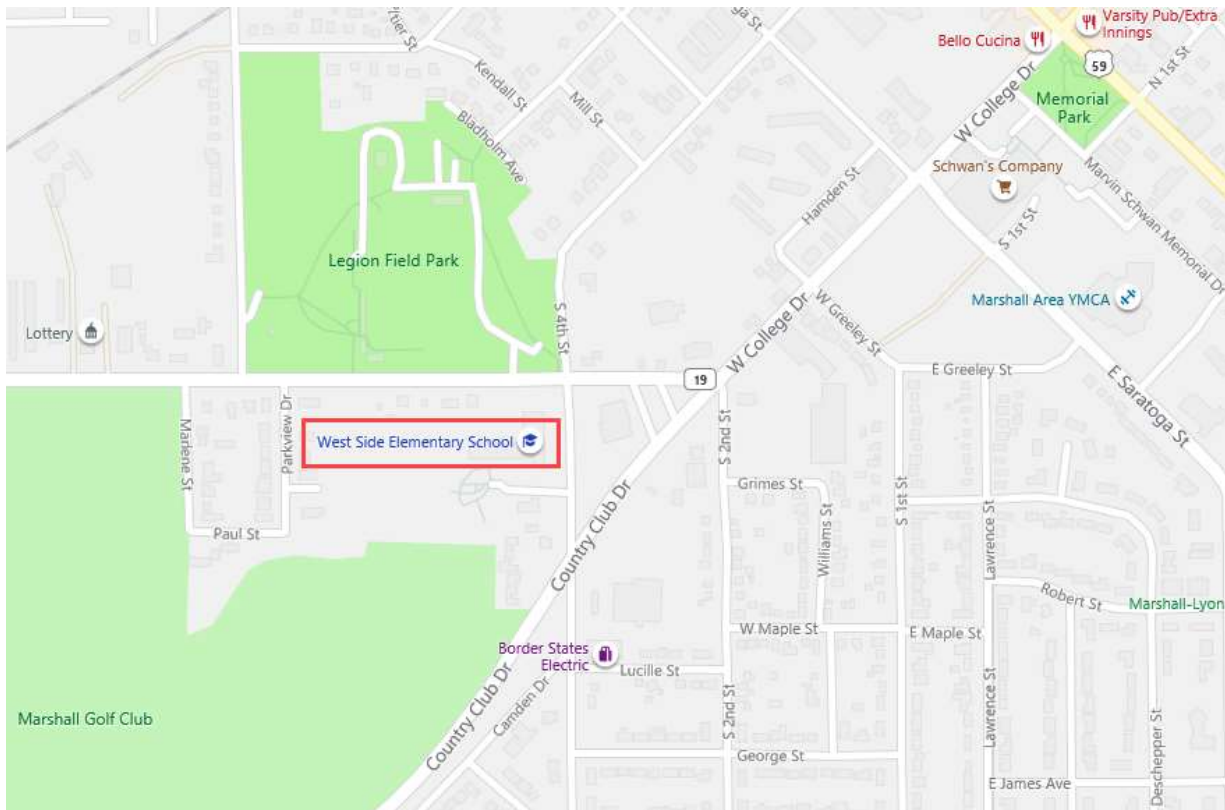
On this 26th day of December, 1951, before me, a Notary Public within and for said County, personally appeared Leon Versarvel and Eugenia Versarvel, husband and wife,

to me known to be the persons described in, and who executed the foregoing instrument, and acknowledged that it is their free act and deed. J. E. Forbes J. E. FORBES

POTENTIAL SEAL affixed Notary Public, Lyon County, Minn. My commission expires June 11, 1954

Taxes for the year 1951 on the land described within, paid this 29 day of Dec 1951

Chas. O. Chapman County Treasurer By Deputy Taxes paid and Transfer entered this 29th day of December 1951 O. Oscar Carlson County Auditor By Deputy





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Technical and Environmental Information

Hazardous Materials:

There are various types of hazardous materials within the facility that will be the responsibility of the purchaser to mitigate. There is asbestos floor tile (mastic), piping insulation and ceiling systems (glue). Additional hazardous materials may exist, and it is the responsibility of the purchaser to dispose of any substance in accordance to local, state and federal regulations.

Any party responding to this request must do their own investigation and estimation of abatement costs. The District will not perform, nor be responsible for any hazardous material abatement.

Requirements of the Proposal

Description of proposed use:

Describe in detail the intended use of the facility and/or land, the staff and/or occupant loads and the impact on the neighborhood and general public. Include any and all information on how the building will be renovated, demolished, repurposed or added to. Include an architectural description and size if feasible. Explain how all city requirements will be met with the proposed use.

Financial Compensation:

Provide a purchase amount which will be offered to the District for the ownership of the facility and property. Include any terms, conditions or exclusions as needed. Include a 10% cashier's or certified check with the proposal.

Timeline:

Provide a detailed timeline of the following:

- Proposed purchase agreement completion
- Property division action
- Payment(s)
- Building and/or land modifications
- Occupancy

Purchase Agreement:

Provide, subject to negotiation, a purchase agreement, in addition to Attachment A, the District may review as part of the evaluation process.

Hazardous Material Acknowledgement:

All responses must include the acknowledgement of known hazardous materials. A hold harmless agreement for the Marshall Public School District will be required for any successful purchaser and must be included in their response.

Selection Process

Evaluation Committee:

The District has Facility Committee to provide oversight to the referendum project process. This committee is comprised of School Administration, School Board members and Professional Consultants in the design, development and construction industries. This committee will evaluate each proposal received and how each best fits the criteria provided in this RFP. Based on that evaluation the Committee will provide a recommendation that best suits the future of The School District, City of Marshall and neighbors of the property.

The District reserves the right to accept, reject, negotiate or refuse any response. The district waives all liability to costs incurred in the development of a response to this proposal.

Timeframe:

Based on the review, a recommendation will be provided to the School Board on March 2nd, 2020. The School Board will hear the recommendation and provide final direction to the administration.

End of Request for Proposal

Attachment A OFFER TO PURCHASE REAL PROPERTY 500 South 4th Street Marshall, MN 56258

TO: Director of Business Services of Marshall Public Schools 401 S. Saratoga Street Marshall, MN 56258

_____, herein called the "Bidder," hereby offers and agrees to purchase from the Marshall Public School District at the price and subject to the terms and conditions contained in this Offer, the following described property commonly known as 500 South 4th Street Marshall, MN 56258, real property ("Property"):

Refer to the Deeds attached to the Request for Proposal, records of Lyon County, Minnesota.

The entire parcel described above contains 10.1 acres and the building on the Property is two story and consists of approximately 50,013 square feet. Possession shall be granted upon closing.

Closing shall be within sixty (60) days of acceptance of this Offer, unless otherwise agreed to by the parties. This sale is subject to approval by the School Board, and the School District reserves the right to reject all offers.

SUBMITTAL: To ensure proper identification and handling, submit your Offer in a sealed envelope. This Offer may be hand delivered or mailed, and must be delivered by the date and time due to:

Director of Business Services – Marshall Public Schools 401 S. Saratoga Marshall, MN 56258

Hand delivered/couriered bids should be directed to the District Office – 401 S. Saratoga St Marshall, MN 56258 where they will be date stamped and held until bid opening.

Timely delivery of the Offer is the sole responsibility of the Bidder. Late offers, as determined by the School District time/date stamp, will not be accepted. All offers shall remain valid for a period of 60 days from the RFP opening date.

The successful Bidder will be determined by the Facility Committee based on criteria listed in the proposal. Bids must remain valid for 60 days from the bid opening date during which time the Seller may accept or reject any Offer.

OFFER TO PURCHASE

Total Purchase Price Offered: \$ _____

Earnest Money Deposit: \$ _____

Balance Due on Closing: \$ _____

Agent Commissions and other closing costs attributable to the awarded bidder are the responsibility of the awarded bidder and are not included in the purchase price.

ATTACH CERTIFIED OR CASHIER'S CHECK AS EARNEST MONEY DEPOSIT (MINIMUM 10%)

Name of Bidder: _____

Address: _____

Telephone #: _____

Email Address: _____

Date: _____

Please describe in detail the intended use of the facility and/or land, the staff and/or occupant loads and the impact on the neighborhood and general public. Include any and all information on how the building will be renovated, demolished, repurposed or added to. Include an architectural description and size if feasible. Explain how all city requirements will be met with the proposed use.

Please List Exceptions and Contingencies to the RFP (use additional sheets if necessary):

Signature of Bidder: _____

Print Name and Title: _____

Date: _____

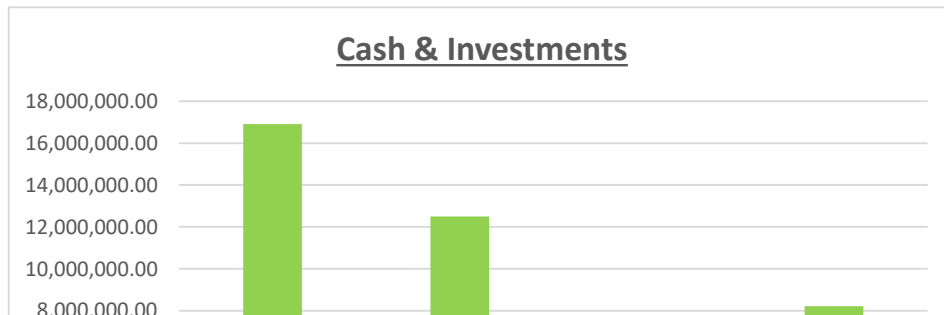
Signature of Agent (if applicable) _____

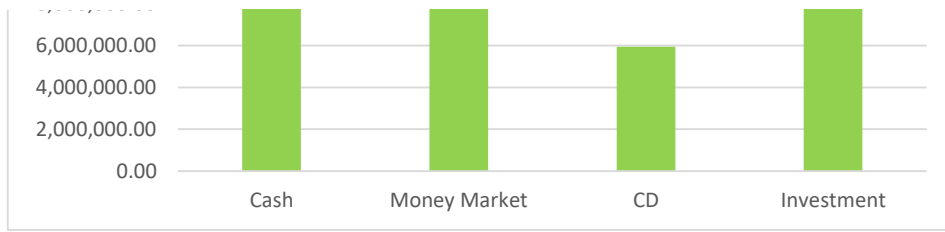
Print Name and Title: _____

Item 28. e: _____

City of Marshall, Minnesota
Cash & Investments
12/31/2019

	<u>Balance</u>	<u>Interest Rate</u>
CASH & INVESTMENTS:		
Checking	1,000,000.00	0.00%
Checking	15,908,827.16	1.00%
Sweep Account	85,349.94	1.47%
Money Market	4,981,431.36	1.40%
Money Market	3,363,035.45	2.00%
Money Market	4,066,714.36	1.82%
Money Market	2,076.80	1.51%
Certificate of Deposit (10/18/2020) 18 months	1,000,000.00	2.56%
Certificate of Deposit (10/18/2020) 18 months	1,000,000.00	2.56%
Certificate of Deposit (10/18/2020) 18 months	1,000,000.00	2.56%
Certificate of Deposit (8/30/2021) 2 Years	245,000.00	1.75%
Certificate of Deposit (8/30/2021) 2 Years	245,000.00	1.85%
Certificate of Deposit (8/30/2021) 2 Years	245,000.00	1.75%
Certificate of Deposit (8/30/2021) 2 Years	245,000.00	1.75%
Certificate of Deposit (8/30/2021) 2 Years	245,000.00	1.75%
Certificate of Deposit (8/30/2021) 2 Years	245,000.00	1.85%
Certificate of Deposit (8/30/2021) 2 Years	245,000.00	1.85%
Certificate of Deposit (6/15/2020) 9 Months	245,000.00	1.80%
Certificate of Deposit (9/12/2022) 3 Years	245,000.00	1.80%
Certificate of Deposit (3/14/2022) 2 Years 6 months	245,000.00	1.70%
Certificate of Deposit (9/20/2021) 2 Years	245,000.00	1.70%
Certificate of Deposit (9/13/2021) 2 Years	245,000.00	1.80%
Certificate of Deposit (3/18/2021) 18 Months	245,000.00	1.75%
Investment Portfolio - General Fund	2,651,567.57	
Investment Portfolio - Wastewater Capital Reserve	3,511,069.15	
Investment Portfolio - Endowment Fund	2,051,489.44	
TOTAL CASH & INVESTMENTS	<u>43,561,561.23</u>	







BUILDING PERMIT LIST

January 14, 2020

APPLICANT	LOCATION ADDRESS	DESCRIPTION OF WORK	VALUATION
MENARD INC	1500 BOYER DR	INTERIOR REMODEL	800,000.00
AMERICAN WATERWORKS	306 ELM ST	INTERIOR REMODEL	2,400.00
Regnier Electric	612 THOMAS AVE W	HVAC	5,100.00
Regnier Electric	703 MARGUERITE AVE	HVAC	4,300.00
Regnier Electric	501 CENTRAL AVE	HVAC	2,600.00
Regnier Electric	106 SOUTHVIEW DR W	HVAC	2,900.00
BUYSSE ROOFING SYSTEMS & SHEET META	206 COLLEGE DR W	RE-ROOFING	31,700.00
MEADOWVIEW CONSTRUCTION	308 JEAN AVE	INTERIOR REMODEL	2,100.00
GESKE HOME IMPROVEMENT CO.	1212 WESTWOOD DR	Windows	4,900.00
TRIO PLUMBING & HEATING	208 CARROW CIR	HVAC	6,000.00
TRIO PLUMBING & HEATING	810 BOXELDER AVE	HVAC	6,000.00
AMERICAN WATERWORKS	112 THOMAS AVE W	INTERIOR REMODEL	4,300.00
Regnier Electric	805 SILVERVINE DR	HVAC	2,900.00
Dan Schaefer Construction Inc	301 JEWETT ST	INTERIOR & EXTERIOR REMC	5,000.00
GESKE HOME IMPROVEMENT CO.	106 WHITNEY ST S	Windows	3,600.00
GESKE HOME IMPROVEMENT CO.	408 4TH ST S	Windows	2,400.00
GESKE HOME IMPROVEMENT CO.	129 F ST	Windows	1,200.00
DENNIS LOZINSKI CONSTRUCTION	1305 PINEHURST RD	INTERIOR REMODEL	10,000.00
WENDORFF, BRAD & DONNA	511 THOMAS AVE W	INTERIOR REMODEL	3,300.00
Joel Alan Kor	104 F ST	INTERIOR REMODEL	15,800.00
Beck Construction	715 MARGUERITE AVE	Windows	1,800.00
TUTT CONSTRUCTION, INC.	307 7TH ST N	INTERIOR REMODEL	44,000.00
RON & MARY ANN VELDE TRUSTEES, RON C VI	304 A ST N	RE-ROOFING	3,300.00
FREDRICKSON, STEPHEN	607 4TH ST N	INTERIOR REMODEL	6,000.00
GARY VLAMINCK CONSTRUCTION	409 3RD ST N	WINDOWS / DOORS	7,500.00
MIKE BUYSSE CONSTRUCTION, INC.	223 HILL ST N	EXTERIOR REMODEL	18,000.00
MICHAEL GLAZEL CONSTRUCTION LLC	1208 PATRICIA CT	DOORS	2,400.00
Item 29. Bre...ction of Minnesota	344 MAIN ST W	DEMOLITION	

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PLUMBING PERMIT LIST
January 14, 2020

APPLICANT	LOCATION ADDRESS	DESCRIPTION OF WORK	VALUATION
BISBEE PLUMBING & HEATING	515 CENTRAL AVE	INTERIOR REMODEL	200.00
BISBEE PLUMBING & HEATING	604 HIGH ST N	INTERIOR REMODEL	200.00
BISBEE PLUMBING & HEATING	1201 COUNTRY CLUB DR	INTERIOR REMODEL	200.00
TRIO PLUMBING & HEATING	1206 PARKSIDE DR	INTERIOR REMODEL	300.00
TRIO PLUMBING & HEATING	1715 THUNDERBIRD RD	INTERIOR REMODEL	600.00
TRIO PLUMBING & HEATING	305 2ND ST S	INTERIOR REMODEL	6,000.00
TRIO PLUMBING & HEATING	1118 BIRCH ST	WATER HEATER	8,500.00
TRIO PLUMBING & HEATING	107 SOUTHVIEW DR W	INTERIOR REMODEL	300.00

2020 Regular Council Meeting Dates

2nd and 4th Tuesday of each month *Unless otherwise stated

5:30 P.M.

Professional Development Room - Marshall Middle School, 401 South Saratoga Street

January

1. January 14, 2020
2. January 28, 2020

February

1. February 11, 2020
2. February 25, 2020 – 4:00 P.M.¹

March

1. March 10, 2020
2. March 24, 2020

April

1. April 14, 2020
2. April 28, 2020

May

1. May 12, 2020
2. May 26, 2020

June

1. June 9, 2020
2. June 23, 2020

July

1. July 14, 2020
2. July 28, 2020

August

1. August 11, 2020 – 4:00 P.M.¹
2. August 25, 2020

September

1. September 8, 2020
2. September 22, 2020

October

1. October 13, 2020
2. October 27, 2020

November

1. November 10, 2020
2. November 24, 2020

December

1. December 8, 2020
2. December 22, 2020

2020 Uniform Election Dates

- February 11, 2020
- February 25, 2020 * *Precinct Caucus*
- March 3, 2020 * *Presidential Primary*
- April 14, 2020
- May 12, 2020
- August 11, 2020 * *Primary Election*
- November 3, 2020 * *General Election*

¹ 204C.03 PUBLIC MEETINGS PROHIBITED ON ELECTION DAY. Subdivision 1. School districts; counties; municipalities; special taxing districts. No special taxing district governing body, school board, of commissioners, city council, or town supervisors shall conduct a meeting

between 6:00 p.m. and 8:00 p.m. on the day that an election is held within the boundaries of the special taxing district, school district, county, city, or town. As used in this subdivision, "special taxing district" has the meaning given in section 275.066.



Authorities, Boards, Bureaus,
Commissions and Committees

CITY COUNCIL COMMITTEES

*All Council Committees meet on an as needed basis.

Equipment Review Committee
Committee

Glenn Bayerkohler
Craig Schafer- *Chairperson*
James Lozinski

Public Improvement/ Transportation

Craig Schafer – *Chairperson*
Russ Labat
James Lozinski

Legislative & Ordinance Committee

Steven Meister
John DeCramer
Glenn Bayerkohler - *Chairperson*

Ways & Means Committee

John DeCramer - *Chairperson*
Russ Labat
Glenn Bayerkohler

Personnel Committee

Steven Meister
Craig Schafer
John DeCramer- *Chairperson*

Liaisons & Board Members on the City Boards & Commissions

- **Adult Community Center Commission** – James Lozinski
- **Airport Commission** – Craig Schafer
- **Charter Commission** – City Administrator & City Attorney, Dennis Simpson (No Council Liaisons)
- **Community Services Advisory Board** – Steven Meister
- **Convention & Visitors Bureau** – Russ Labat
- **Economic Development Authority** – Steven Meister & John DeCramer
- **Joint Law Enforcement Center Management Committee** – James Lozinski/Craig Schafer
- **Library Board** – Russ Labat
- **Marshall Area Transit Committee** – James Lozinski & Assistant Engineer Jason Anderson
- **Marshall Municipal Utilities Commission** – John DeCramer
- **M.E.R.I.T. Center Commission** – Craig Schafer

- **Planning Commission** – Glenn Bayerkohler
- **Police Advisory Board** – Russ Labat
- **Public Housing Commission** – Glenn Bayerkohler
- **Southwest Minnesota Amateur Sports Commission** – Craig Schafer

Other Appointments:

- **City Council-County Board/Library Agreement & Operations** – Russ Labat & Bob Byrnes
- **Fire Relief Association** – Bob Byrnes & Finance Director, Karla Drown
- **Housing & Redevelopment Authority** – Mayor & City Council
- **Regional Development Commission** – Bob Byrnes
- **SW Minnesota Emergency Communication Board (ECB)**- Craig Schafer & Alternate Bob Byrnes

Authorities, Boards, Bureaus and Commissions

Adult Community Center Commission

Established: September 16, 1985, Ordinance 496, Second Series

Meetings: 2nd Wednesday of every month at 12:00 P.M.

Term: 3 years – two term limit

Members: 8 Members

Airport Commission

Established: February 18, 1952, Ordinance 371, Second Series

Meetings: 1st Tuesday of every month at 4:30 P.M.

Term: 3 years – two term limit

Members: 7

Cable Commission

Established: March 15, 1982, Ordinance 112, Second Series

Meetings: As needed

Term: 3 years – two term limit

Members: 5

Charter Commission

Established: October 5, 1936

Meetings: As needed

Term: 4 year terms

Members: 7 -15

Community Services Advisory Board

Established: February 20, 1996

Meetings: 1st Wednesday of the month at 4:30 P.M.

Term: 3 years – two term limit

Members: 12

Convention & Visitors Bureau

Established:

Meetings: 3rd Wednesday at 3:00 P.M.

Term: 3 years – two term limit

Members: 10

Economic Development Authority

Established: June 7, 1982, Resolution 562, Second Series

Meetings: 3rd Wednesday of every month at 12:00 P.M.

Term: 6 years – two term limit

Members: 7

Housing & Redevelopment Authority

Established: March 21, 1966, Resolution 819, First Series

Meetings: As needed

Term: 5 years – no term limit

Members: 7 (Councilmembers)

Library Board

Established: July 16, 1917,

Meetings: 2nd Monday of every month at 4:00 P.M.

Term: 3 years – two term limit

Members: 9

Marshall Municipal Utilities Commission

Established: April 18, 1932, Resolution 302, First Series

Meetings: 3rd Tuesday of every month at 4:30 P.M.

Term: 5 years – two term limit

Members: 5

M.E.R.I.T. Center Commission

Established: November 15, 2004, Ordinance 521,
Second Series

Meetings: 3rd Thurs. of every other month at 6:00 P.M.

Term: Variable

Members: 18 or less

Planning Commission

Established: May 4, 1959, Ordinance 418, Second Series

Meetings: 2nd Wednesday of every month at 5:30 P.M.

Term: 3 years – two term limit

Members: 7

Police Advisory Board

Established: April 4, 1940, Ordinance 630, Second
Series, Section 2-3 O.G. MN State Statutes 419

Meetings: As needed

Term: 3 years – two term limit

Members: 3

Public Housing Commission

Established: March 28, 1983, Ordinance 436, Second
Series

Meetings: 2nd Monday of every month at 3:30 P.M.

Term: 5 years – two term limit

Members: 5

Southwest Minnesota Regional Amateur Sports Commission

Established: October 21, 2008

Meetings: 2nd Tuesday of every month at 12:00 Noon