

# FAIRMONT CITY COUNCIL AGENDA

## 1. CALL TO ORDER -

- Regular meeting of the Fairmont City Council held on

**MONDAY, APRIL 27, 2015**

at **5:30 p.m.** in the City Hall Council Chambers.

## 2. ROLL CALL -

Mayor Quiring  
Councilors: Anderson  
Askeland  
Clerc  
Peters  
Zarling

## 3. DETERMINATION OF QUORUM -

## 4. PLEDGE OF ALLEGIANCE

## 5. READINGS OF MINUTES -

5.1 Minutes of Regular Meeting, April 13, 2015 (01-02)

## 6. OPEN DISCUSSION -

6.1 Open Discussion (03)

## 7. RECOGNITIONS/PRESENTATIONS -

7.1 Proclaim May as Building Safety Month (04)

7.1a Proclamation (05)

7.2 Proclaim May 5, 2015 as National Teacher Day	(06)
7.2a Proclamation	(07)
7.3 Proclaim April as Child Abuse and Neglect Prevention Month	(08)
7.3a Proclamation	(09)
7.4 Project 1590 Presentation	(10)
<b>8. SCHEDULED HEARINGS –</b>	
8.1 Public Hearing on Proposed Expansion of Development District #1 to add TIF #25 Maakestad Professional Building	(11)
8.1a Tax Increment Financing Plan	(12-13)
8.1b Planning Commission Resolution	(14)
8.1c FEDA Resolution	(15-16)
8.1d Resolution 2015-12	(17-22)
<b>9. ADMINISTRATIVE APPEALS -</b>	
<b>10. FINANCIAL REPORTS –</b>	
<b>11. REPORTS OF BOARDS, COMMITTEES, AND DEPARTMENT HEADS –</b>	
<b>12. LICENSES AND PERMITS –</b>	
12.1 Fairmont Raceway 3.2% On Sale Beer License Renewal	(23)
<b>13. OLD BUSINESS -</b>	

## **14. NEW BUSINESS –**

14.1 City Administrator's Evaluation Process	(24)
14.1a Memo from City Administrator	(25)
14.1b Previously used form	(26-27)
14.1c Three optional forms (A, B, C)	(28-45)
14.2 Fourth Amendment to AT&T Tower Lease	(46)
14.2a Fourth Amendment to Lease	(47-54)

## **15. REGULAR AND LIQUOR DISPENSARY BILLS –**

15.1 April Accounts Payable	(55-80)
-----------------------------	---------

## **16. STATUS REPORTS/ORAL**

## **17. ADJOURNMENT –**

<b><u>ADDITIONAL ATTACHMENTS</u> –</b>	<b>(81-86)</b>
--	----------------

Park Board Meeting Minutes, March 17, 2015  
Fairmont Planning Commission Minutes, April 7, 2015  
Public Utilities Commission Work Session Minutes, April 14, 2015  
Fairmont Airport Advisory Board Minutes, April 14, 2015  
Safety Council Minutes, April 20, 2015  
Park Board Meeting Minutes, April 21, 2015

The minutes of the Fairmont City Council meeting held on April 13, 2015 at the City Hall Council Chambers.

Mayor Randy Quiring called the meeting to order at 5:30 p.m.

Council Members Terry Anderson, Chad Askeland, Wes Clerc, Bruce Peters and Jim Zarling were present. Also in attendance: City Administrator Mike Humpal, City Attorney Elizabeth W. Bloomquist, Public Works Director/City Engineer Troy Nemmers, Finance Director Paul Hoyer, Chief of Police Greg Brotsma and City Clerk Patricia Monsen.

It was moved by Council Member Anderson, seconded by Council Member Askeland and carried to approve the minutes of the regular City Council meeting of March 23, 2015.

During open discussion Council Member Anderson voiced his concern about the lower water levels and the drought. Anderson wondered how much water the plants used and if the City should be concerned. Humpal stated that the commercial industries are very conservative with their water use and that the City has plans in place if and when it is necessary to invoke the essential water use regulations.

Humpal advised that Market Link will be celebrating their 14<sup>th</sup> year in business and will be holding an open house on Friday, April 17<sup>th</sup> from 3:00 p.m.– 6:00 p.m. Humpal encouraged the Council to attend.

Humpal also advised that the first budget workshop will be held on April 27<sup>th</sup> at 4:00 p.m., prior to the regularly scheduled City Council meeting.

Pastor Tony Fink of the Methodist Church spoke regarding a neighborhood get together that will be held on May 20<sup>th</sup> from 5:00 p.m. – 7:00 p.m. at Veteran's Park. The Methodist Church, along with other churches and community groups will be hosting the event.

Mayor Quiring read a proclamation proclaiming April 24, 2015 as Arbor Day and the month of May as Arbor Month in the City of Fairmont. A tree planting ceremony will be held on April 24<sup>th</sup> at 1:30 p.m. in Sylvania Park with the fourth grade class of St. John Vianney.

Mayor Quiring opened the public hearing to amend the Rural and Urban Service Districts for the City of Fairmont and place a 42 acre parcel with property ID Number 230371100 owned by Krahmer, Inc. into the Rural Service District by adopting **Ordinance 2015-05**. There was no citizen input at the hearing. Council Member Askeland made a motion to close the public hearing. Council Member Anderson seconded the motion and the motion carried. Council Member Clerc made a motion to approve **Ordinance 2015-05**. Council Member Askeland seconded the motion. On roll call: Council Members Zarling, Anderson, Askeland, Clerc and Peters all voted aye. No one voted nay. Mayor Quiring declared said motion passed.

Council Member Clerc made a motion to approve a permit for a 5K Walk/Run/Bike event for Suicide Prevention & Awareness Group for July 11, 2015. Council Member Anderson seconded the motion and the motion carried.

Council Member Zarling made a motion to approve an Encroachment Easement Agreement with Fairmont Foods. Council Member Askeland seconded the motion and the motion carried.

Council Member Zarling made a motion to approve the Lake Access for Docks and Lifts Lease Agreement and authorize the City Administrator to enter into the Lease Agreements on behalf of the City. Council Member Anderson seconded the motion and the motion carried.

Humpal advised that the City was in the process of having the lake lots along Lake Park Boulevard surveyed. After the surveys are completed, appraisals will be done and then negotiations on the sales need to be completed. Council Member Peters made a motion to allow the residents that abut the lake, if not for Lake Park Boulevard, to enter into Lake Access for Docks and Lifts Lease Agreements for this year and then if the resident wishes to purchase the lot, apply the \$500 lease payment to the purchase price of the lot. Council Member Anderson seconded the motion and the motion carried.

Council Member Zarling made a motion to contract for an outside Human and Financial Resource Analysis of the Fairmont Police Department. Council Member Askeland seconded the motion. Council Members Askeland, Peters and Zarling all voted aye. Council Members Anderson and Clerc voted nay. Mayor Quiring declared said motion passed.

Council Member Anderson made a motion to approve the Internet Service Agreement with Midcontinent. Council Member Zarling seconded the motion and the motion passed.

Council Member Anderson made a motion to adopt **Resolution 2015-11**, giving preliminary approval to the proposed issuance of revenue refunding notes for Vista Prairie at Goldfinch Estates, LLC project under Minnesota Statutes, Chapter 462C and calling for a Public Hearing on May 11, 2014 with respect thereto. Council Member Peters seconded the motion and the motion passed.

Council Member Zarling made a motion to approve moving forward with additional analysis at the intersection of TH 15 and Johnson Street. Council Member Anderson seconded the motion and the motion passed.

At 6:44 p.m. the City Council went into a closed session, based on Minnesota Statute 13D.05, Subd. 3(b), to discuss pending litigation, which is expressly authorized by the attorney-client privilege.

A motion was made by Council Member Peters, seconded by Council Member Clerc and carried to adjourn the meeting at 7:10 p.m.

ATTEST:

---

Randy J. Quiring  
Mayor


---

Patricia J. Monsen, City Clerk

**CITY OF FAIRMONT----AGENDA CONTROL SHEET----AGENDA ITEM NO. 6.1**

**MEETING DATE:** April 27, 2015

**SUBJECT:** Open Discussion

**REVIEWED BY:** Mike Humpal, CEcD, City Administrator 

**SUBJECT INITIATION BY:**

<input type="checkbox"/>	Petition	<input type="checkbox"/>	Board	<input checked="" type="checkbox"/>	Staff	<input type="checkbox"/>	Council	<input type="checkbox"/>	Commission	<input type="checkbox"/>	Committee
--------------------------	----------	--------------------------	-------	-------------------------------------	-------	--------------------------	---------	--------------------------	------------	--------------------------	-----------

**SUBJECT BACKGROUND:**

**INTRODUCED BY:** Mayor Randy Quiring

**COUNCIL LIAISON:**

**TYPE OF ACTION:**

<input type="checkbox"/>	Motion (Voice Vote)	<input type="checkbox"/>	Resolution (Roll Call)	<input type="checkbox"/>	Discussion
<input type="checkbox"/>	Ordinance 1 <sup>st</sup> Reading (Introduction only)	<input type="checkbox"/>	Set Public Hearing (Motion)	<input checked="" type="checkbox"/>	Information Only
<input type="checkbox"/>	Ordinance 2 <sup>nd</sup> Reading (Roll call)	<input type="checkbox"/>	Hold Public Hearing (Motion to close)	<input type="checkbox"/>	

**RECOMMENED ACTION BY:**

<input type="checkbox"/>	City Staff	<input type="checkbox"/>	Board	<input type="checkbox"/>	Commission	<input type="checkbox"/>	Committee
<input type="checkbox"/>	Issuance	<input type="checkbox"/>	Approval	<input type="checkbox"/>	Authorization	<input type="checkbox"/>	No recommendation
<input type="checkbox"/>	Denial	<input type="checkbox"/>	Rejection	<input checked="" type="checkbox"/>	No action needed	<input type="checkbox"/>	

**STATEMENT:** Prior to regular business, is there any open discussion?

**MOTION:** None

**VOTE REQUIRED:**

**ATTACHMENTS:**

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_


\*\*\*\*\*

Council Action: \_\_\_\_\_ Date: \_\_\_\_\_

**CITY OF FAIRMONT----AGENDA CONTROL SHEET----AGENDA ITEM NO. 7.1**

**MEETING DATE:** April 27, 2015

**SUBJECT:** Proclaim May as Building Safety Month

**REVIEWED BY:** Mike Humpal, CEcD, City Administrator 

**SUBJECT INITIATION BY:**

<input type="checkbox"/>	Petition	<input type="checkbox"/>	Board	<input checked="" type="checkbox"/>	Staff	<input type="checkbox"/>	Council	<input type="checkbox"/>	Commission	<input type="checkbox"/>	Committee
--------------------------	----------	--------------------------	-------	-------------------------------------	-------	--------------------------	---------	--------------------------	------------	--------------------------	-----------

**SUBJECT BACKGROUND:** Mike Humpal, CEcD, City Administrator

**INTRODUCED BY:** Mike Humpal, CEcD, City Administrator

**COUNCIL LIAISON:**

**TYPE OF ACTION:**

<input type="checkbox"/>	Motion (Voice Vote)	<input type="checkbox"/>	Resolution (Roll Call)	<input type="checkbox"/>	Discussion
<input type="checkbox"/>	Ordinance 1 <sup>st</sup> Reading (Introduction only)	<input type="checkbox"/>	Set Public Hearing (Motion)	<input checked="" type="checkbox"/>	Information Only
<input type="checkbox"/>	Ordinance 2 <sup>nd</sup> Reading (Roll call)	<input type="checkbox"/>	Hold Public Hearing (Motion to close)	<input type="checkbox"/>	

**RECOMMENED ACTION BY:**

<input type="checkbox"/>	City Staff	<input type="checkbox"/>	Board	<input type="checkbox"/>	Commission	<input type="checkbox"/>	Committee
--------------------------	------------	--------------------------	-------	--------------------------	------------	--------------------------	-----------

<input type="checkbox"/>	Issuance	<input type="checkbox"/>	Approval	<input type="checkbox"/>	Authorization	<input type="checkbox"/>	No recommendation
<input type="checkbox"/>	Denial	<input type="checkbox"/>	Rejection	<input checked="" type="checkbox"/>	No action needed	<input type="checkbox"/>	

**STATEMENT:** Mayor Randy J. Quiring will proclaim May as Building Safety Month in the City of Fairmont

**MOTION:**

**VOTE REQUIRED:**

**ATTACHMENTS:**

1. Proclamation
- 2.
- 3.

\*\*\*\*\*

Council Action: \_\_\_\_\_ Date: \_\_\_\_\_



Phone (507) 238-9461

CITY OF FAIRMONT – 100 Downtown Plaza – Fairmont, MN 56031  
www.fairmont.org

Fax (507) 238-9469

# Proclamation

Building Safety Month — May, 2015

*WHEREAS, our City's, continuing efforts to address the critical issues of safety, energy efficiency, and resilience in the built environment that affect our citizens, both in everyday life and in times of natural disaster, give us confidence that our structures are safe and sound, and;*

*WHEREAS, our confidence is achieved through the devotion of vigilant guardians—building safety and fire prevention officials, architects, engineers, builders, tradespeople, laborers and others in the construction industry—who work year-round to ensure the safe construction of buildings, and;*

*WHEREAS, this year's theme; "Building Safety: Maximizing Resilience, Minimizing Risks", sponsored by the International Code Council, encourages Americans to acknowledge the essential service provided to all of us by local and state building departments, fire prevention bureaus and federal agencies in protecting lives and property.*

*NOW, THEREFORE, I, Randy Quiring, Mayor, of the City, of Fairmont Minnesota, do hereby proclaim the month of **May 2015 as Building Safety Month**. Accordingly, I encourage our citizens to become more aware of fire prevention; disaster mitigation, backyard safety; energy efficiency and new technologies in the construction industry during this Building Safety Month.*



*Randy J. Quiring*  
Randy J. Quiring, Mayor

C I T Y O F L A K E S



**CITY OF FAIRMONT----AGENDA CONTROL SHEET----AGENDA ITEM NO. 7.2**

**MEETING DATE:** April 27, 2015

**SUBJECT:** Proclaim May 5, 2015 as National Teacher Day

**REVIEWED BY:** Mike Humpal, CEcD, City Administrator

**SUBJECT INITIATION BY:** Mike Humpal, CEcD, City Administrator

<input checked="" type="checkbox"/>	Petition	<input type="checkbox"/>	Board	<input type="checkbox"/>	Staff	<input type="checkbox"/>	Council	<input type="checkbox"/>	Commission	<input type="checkbox"/>	Committee
-------------------------------------	----------	--------------------------	-------	--------------------------	-------	--------------------------	---------	--------------------------	------------	--------------------------	-----------

**SUBJECT BACKGROUND:** Mayor Randy J. Quiring

**INTRODUCED BY:** Mayor Randy J. Quiring

**COUNCIL LIAISON:**

**TYPE OF ACTION:**

<input type="checkbox"/>	Motion (Voice Vote)	<input type="checkbox"/>	Resolution (Roll Call)	<input type="checkbox"/>	Discussion
<input type="checkbox"/>	Ordinance 1 <sup>st</sup> Reading (Introduction only)	<input type="checkbox"/>	Set Public Hearing (Motion)	<input checked="" type="checkbox"/>	Information Only
<input type="checkbox"/>	Ordinance 2 <sup>nd</sup> Reading (Roll call)	<input type="checkbox"/>	Hold Public Hearing (Motion to close)	<input type="checkbox"/>	

**RECOMMENED ACTION BY:**

<input type="checkbox"/>	City Staff	<input type="checkbox"/>	Board	<input type="checkbox"/>	Commission	<input type="checkbox"/>	Committee
<input type="checkbox"/>	Issuance	<input type="checkbox"/>	Approval	<input type="checkbox"/>	Authorization	<input type="checkbox"/>	No recommendation
<input type="checkbox"/>	Denial	<input type="checkbox"/>	Rejection	<input checked="" type="checkbox"/>	No action needed	<input type="checkbox"/>	

**STATEMENT:** Mayor Randy J. Quiring will proclaim May 5, 2015 as National Teacher Day in the City of Fairmont

**MOTION:**

**VOTE REQUIRED:**

**ATTACHMENTS:**

1. Proclamation
- 2.
- 3.

\*\*\*\*\*

Council Action: \_\_\_\_\_ Date: \_\_\_\_\_



Phone (507) 238-9461

CITY OF FAIRMONT – 100 Downtown Plaza – Fairmont, MN 56031  
www.fairmont.org

Fax (507) 238-9469

## PROCLAMATION

**WHEREAS**, teachers make public schools great; and,

**WHEREAS**, teachers work to open students' minds to ideas, knowledge and dreams; and,

**WHEREAS**, teachers keep American democracy alive by laying the foundation for good citizenship; and,

**WHEREAS**, teachers fill many roles, as listeners, explorers, role models, motivators and mentors; and,

**WHEREAS**, teachers continue to influence us long after our school days are memories.

**NOW THEREFORE**, I, Randy J. Quiring, Mayor of the City of Fairmont, do hereby proclaim Tuesday, May 5, 2015, as

## NATIONAL TEACHER DAY

and encourage all citizens to join me in this special observance by taking time to recognize and acknowledge the impact of teachers on our lives.




*Randy J. Quiring*  
Mayor Randy J. Quiring

C I T Y O F L A K E S

**CITY OF FAIRMONT----AGENDA CONTROL SHEET----AGENDA ITEM NO. 7.3**

**MEETING DATE:** April 27, 2015

**SUBJECT:** Proclaim the Month of April as Child Abuse and Neglect Prevention Month

**REVIEWED BY:** Mike Humpal, CECd, City Administrator 

**SUBJECT INITIATION BY:**

<input type="checkbox"/>	Petition	<input type="checkbox"/>	Board	<input checked="" type="checkbox"/>	Staff	<input type="checkbox"/>	Council	<input type="checkbox"/>	Commission	<input type="checkbox"/>	Committee
--------------------------	----------	--------------------------	-------	-------------------------------------	-------	--------------------------	---------	--------------------------	------------	--------------------------	-----------

**SUBJECT BACKGROUND:** Mayor Randy J. Quiring

**INTRODUCED BY:** Mayor Randy J. Quiring

**COUNCIL LIAISON:**

**TYPE OF ACTION:**

<input type="checkbox"/>	Motion (Voice Vote)	<input type="checkbox"/>	Resolution (Roll Call)	<input type="checkbox"/>	Discussion
<input type="checkbox"/>	Ordinance 1 <sup>st</sup> Reading (Introduction only)	<input type="checkbox"/>	Set Public Hearing (Motion)	<input checked="" type="checkbox"/>	Information Only
<input type="checkbox"/>	Ordinance 2 <sup>nd</sup> Reading (Roll call)	<input type="checkbox"/>	Hold Public Hearing (Motion to close)	<input type="checkbox"/>	

**RECOMMENED ACTION BY:**

<input type="checkbox"/>	City Staff	<input type="checkbox"/>	Board	<input type="checkbox"/>	Commission	<input type="checkbox"/>	Committee
--------------------------	------------	--------------------------	-------	--------------------------	------------	--------------------------	-----------

<input type="checkbox"/>	Issuance	<input type="checkbox"/>	Approval	<input type="checkbox"/>	Authorization	<input type="checkbox"/>	No recommendation
<input type="checkbox"/>	Denial	<input type="checkbox"/>	Rejection	<input checked="" type="checkbox"/>	No action needed	<input type="checkbox"/>	

**STATEMENT:** Mayor Randy J. Quiring will proclaim the month of April, 2015 as Child Abuse and Neglect Prevention Month in the City of Fairmont.

**MOTION:**

**VOTE REQUIRED:**

**ATTACHMENTS:**

1. Proclamation
- 2.
- 3.

\*\*\*\*\*

Council Action: \_\_\_\_\_ Date: \_\_\_\_\_



Phone (507) 238-9461

CITY OF FAIRMONT – 100 Downtown Plaza – Fairmont, MN 56031  
www.fairmont.org

Fax (507) 238-9469

## PROCLAMATION

*WHEREAS, child abuse and neglect is a community condition and problem, and finding solutions depends on involvement among people in the community; and,*

*WHEREAS, approximately 3 million children are reported abused and neglected in this country each year; and,*

*WHEREAS, the effects of child abuse and neglect are felt by whole communities and need to be addressed by the entire community; and,*

*WHEREAS, these events will provide information and materials that support families to prevent child maltreatment and celebrate people who work with and support children and families; and,*

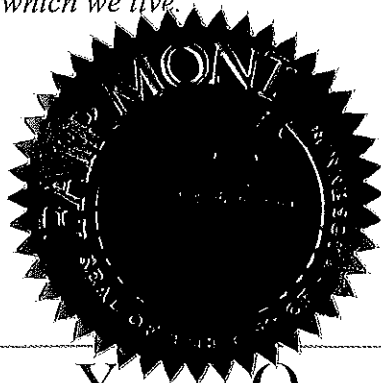
*WHEREAS, effective child abuse prevention programs succeed because of partnerships created among social service agencies, schools, religious and civic organizations, law enforcement agencies, and the business community; and,*

*WHEREAS, all citizens should become more aware of the negative effects of child abuse and its prevention within the community and become involved in supporting parents to raise their children in a safe, nurturing environment.*

*NOW THEREFORE, I, Randy J. Quiring, Mayor of the City of Fairmont, do hereby proclaim the month of April, 2015 as:*

### CHILD ABUSE AND NEGLECT PREVENTION MONTH

*and encourage all citizens, community agencies, religious organizations, medical facilities, and businesses increase their participation in efforts to prevent child abuse, thereby strengthening the community in which we live.*




Randy J. Quiring, Mayor

C I T Y O F L A K E S

MEETING DATE: April 27, 2015

SUBJECT: Project 1590 Presentation

REVIEWED BY: Mike Humpal, CEcD, City Administrator 

SUBJECT INITIATION BY:

<input type="checkbox"/>	Petition	<input type="checkbox"/>	Board	<input type="checkbox"/>	Staff	<input type="checkbox"/>	Council	<input type="checkbox"/>	Commission	<input type="checkbox"/>	Committee
--------------------------	----------	--------------------------	-------	--------------------------	-------	--------------------------	---------	--------------------------	------------	--------------------------	-----------

SUBJECT BACKGROUND: Mike Humpal, CEcD, City Administrator

INTRODUCED BY: Mike Humpal, CEcD, City Administrator

COUNCIL LIAISON:

TYPE OF ACTION:

<input type="checkbox"/>	Motion (Voice Vote)	<input type="checkbox"/>	Resolution (Roll Call)	<input type="checkbox"/>	Discussion
<input type="checkbox"/>	Ordinance 1 <sup>st</sup> Reading (Introduction only)	<input type="checkbox"/>	Set Public Hearing (Motion)	<input checked="" type="checkbox"/>	Information Only
<input type="checkbox"/>	Ordinance 2 <sup>nd</sup> Reading (Roll call)	<input type="checkbox"/>	Hold Public Hearing (Motion to close)	<input type="checkbox"/>	

RECOMMENDED ACTION BY:

<input type="checkbox"/>	City Staff	<input type="checkbox"/>	Board	<input type="checkbox"/>	Commission	<input type="checkbox"/>	Committee
<input type="checkbox"/>	Issuance	<input type="checkbox"/>	Approval	<input type="checkbox"/>	Authorization	<input type="checkbox"/>	No recommendation
<input type="checkbox"/>	Denial	<input type="checkbox"/>	Rejection	<input checked="" type="checkbox"/>	No action needed	<input type="checkbox"/>	

STATEMENT: Members of Project 1590 will give an update about the project.

MOTION: N/A

VOTE REQUIRED: N/A


ATTACHMENTS:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

\*\*\*\*\*

Council Action: \_\_\_\_\_ Date: \_\_\_\_\_



**MEETING DATE:** April 27, 2015**SUBJECT:** Hold Public Hearing on Proposed Expansion of Development District #1 to add TIF #25  
Maakestad Professional Building**REVIEWED BY:** Mike Humpal, CECD, City Administrator **SUBJECT INITIATION BY:**

<input type="checkbox"/>	Petition	<input type="checkbox"/>	Board	<input checked="" type="checkbox"/>	Staff	<input type="checkbox"/>	Council	<input type="checkbox"/>	Commission	<input type="checkbox"/>	Committee
--------------------------	----------	--------------------------	-------	-------------------------------------	-------	--------------------------	---------	--------------------------	------------	--------------------------	-----------

**SUBJECT BACKGROUND:** Mike Humpal, CECD, City Administrator**INTRODUCED BY:** Mike Humpal, CECD, City Administrator**TYPE OF ACTION:**

<input type="checkbox"/>	Motion (Voice Vote)	<input checked="" type="checkbox"/>	Resolution (Roll Call)	<input type="checkbox"/>	Discussion
<input type="checkbox"/>	Ordinance 1 <sup>st</sup> Reading (Introduction only)	<input type="checkbox"/>	Set Public Hearing (Motion)	<input type="checkbox"/>	Information Only
<input type="checkbox"/>	Ordinance 2 <sup>nd</sup> Reading (Roll call)	<input checked="" type="checkbox"/>	Hold Public Hearing (Motion to close)	<input type="checkbox"/>	

**RECOMMENDED ACTION BY:**

<input checked="" type="checkbox"/>	City Staff	<input type="checkbox"/>	Board	<input type="checkbox"/>	Commission	<input type="checkbox"/>	Committee
-------------------------------------	------------	--------------------------	-------	--------------------------	------------	--------------------------	-----------

<input type="checkbox"/>	Issuance	<input checked="" type="checkbox"/>	Approval	<input type="checkbox"/>	Authorization	<input type="checkbox"/>	No recommendation
<input type="checkbox"/>	Denial	<input type="checkbox"/>	Rejection	<input type="checkbox"/>	No action needed	<input type="checkbox"/>	

**STATEMENT:** Terry and Jean Maakestad have purchased property at 1501 State Street. The Maakestad's are asking the City to establish a redevelopment TIF district to assist in acquisition, demolition and construction of an approximately 12,000 square foot office building.**MOTION 1:** To close the public hearing.**VOTE REQUIRED:** Simple majority**MOTION 2:** To adopt Resolution 2015-09 enlarging Development District 1 and approving the Amended Development Program therefore establishing Tax Increment Financing District No. 25 and approving the Tax Increment Financing Plan therefor and authorizing execution of a Development Agreement.**VOTE REQUIRED:** Simple majority – Roll call**ATTACHMENTS:**

1. Tax Increment Financing Plan Summary
2. Planning Commission Resolution
3. FEDA Resolution
4. Resolution 2015-12

\*\*\*\*\*

Council Action: \_\_\_\_\_ Date: \_\_\_\_\_

Terry Maakestad/Commodity Services TIF Request  
March 2015

**1501 S. State Street**

**Project:** To raze existing car wash building known as the Triangle Car Wash and commercial building. Construct a new two-story, 12,000 square foot office building.

The main elements will be:

- the demolition of the existing structure,
- deposit fill and regrade site,
- utility work – move water and sanitary sewer lines,
- add required storm detention,
- change ingress & egress points on the site,
- new landscaping,
- parking lot, and
- construction of new building.

The current timeline targets site work beginning Spring 2015, with construction commencing immediately thereafter. Occupancy is currently targeted for Fall 2015.

The City Council is being asked to hold a public hearing and adopt Resolution 2015-12 to amend Fairmont's Development District No. 1 by creating Tax Increment Financing District (TIFD) #25. This new district will be a redevelopment district.

City staff has negotiated a very specific tax increment development agreement to be entered into after a public hearing in front of the City Council. The specifics of the development agreement are as follows:

- Redevelopment "pay-as-you-go." The Development will incur 100% of all redevelopment expenses for the project.
- The length of the TIF will be nine (9) years of increment.
- Tax increment will be based on an estimated value of \$2,077,171.
- The development group will be required to pay estimated property tax each year of \$40,155.
- Value of the existing property and buildings are \$207,800 and pays estimated taxes of \$5,700. The City will rebate the difference between the two (2) over nine (9) years.

- The estimated maximum tax increment is \$315,000. The project must have qualified expenses equal to or greater than the maximum nine (9) full years of increment.
- This is a "pay-as-you-go" project. The City does not have any out-of-pocket risk. If the development group does not perform 100%. The City does not pay out the rebate.

The long-term community improvement (especially this corner), eventual new tax base and potential new jobs is a win-win for the community and promotes the City's long-term sustainability.

Staff recommends that the City Council adopt Resolution No. 2015-12 on April 27, 2015 regarding the TIF request by Terry Maakestad/Commodity Services Development thereby amending Development District No. 1 establishing TIF No. 25 contingent on the project meeting all the TIF requirements.



RESOLUTION OF THE FAIRMONT PLANNING COMMISSION FINDING  
THE AMENDMENT TO DEVELOPMENT PROGRAM FOR DEVELOPMENT  
DISTRICT NO. 1 AND THE TAX INCREMENT FINANCING PLAN FOR  
TAX INCREMENT FINANCING DISTRICT NO. 25 CONFORM TO THE  
CITY PLANS FOR DEVELOPMENT OF THE CITY AS A WHOLE

WHEREAS, the City of Fairmont, Minnesota (the "City"), has prepared an Amendment to Development Program for Development District No. 1 (the "Program Amendment") and a Tax Increment Financing Plan (the "Plan") for Tax Increment Financing District No. 25 therein and has submitted the Program Amendment and the Plan to the City Planning Commission pursuant to Minnesota Statutes, Section 469.126 and Section 469.175, Subdivision 3; and

WHEREAS, the Planning Commission has reviewed said Program Amendment and Plan to determine their conformity to the general plan for the development or redevelopment of the City as a whole; and

WHEREAS, the Planning Commission is in agreement with the Program Amendment and Plan.

NOW, THEREFORE, BE IT RESOLVED by the Planning Commission of the City of Fairmont that the proposed Program Amendment and Plan conform to the general plan for the development or redevelopment of the City as a whole and the Commission recommends the Program Amendment and Plan to the City Council of the City of Fairmont for its approval.

Adopted by the Planning Commission of the City of Fairmont, this 7<sup>th</sup> day of April, 2015.

  
Chair

Fairmont Planning Commission, Minnesota

FAIRMONT ECONOMIC DEVELOPMENT AUTHORITY, MINNESOTA

Commissioner Crawford introduced the following resolution and moved its adoption:

RESOLUTION NO. 2015-01

RESOLUTION INITIATING PROCESS FOR APPROVAL OF A PROPOSED AMENDMENT TO THE DEVELOPMENT PROGRAM FOR DEVELOPMENT DISTRICT NO. 1 RELATING TO THE PROPOSED ESTABLISHMENT OF TAX INCREMENT FINANCING DISTRICT NO. 25 WITHIN DEVELOPMENT DISTRICT NO. 1 AND THE PROPOSED ADOPTION OF A TAX INCREMENT FINANCING PLAN RELATING THERETO

BE IT RESOLVED by the Board of Commissioners of the Fairmont Economic Development Authority, Minnesota (the "Authority"), as follows:

1. Recitals. It has been proposed that the City of Fairmont, Minnesota amend the Development Program for Development District No. 1, relating to the establishment of Tax Increment Financing District No. 25 within Development District No. 1 and adopt a Tax Increment Financing Plan relating thereto; all pursuant to and in conformity with applicable law.
2. City Council Public Hearing. Under applicable law, it is necessary for the City Council of the City of Fairmont, Minnesota, to hold a public hearing on the proposed amendment to the Development Program and the Tax Increment Financing Plan, and the Authority hereby requests the Council to hold the public hearing, following notice thereof having been published not less than 10 and not more than 30 days prior thereto, and to consider thereafter the proposed amendment to the Development Program and the Tax Increment Financing Plan for approval at a meeting of the Council on April 27, 2015.

The motion for the adoption of the foregoing resolution was duly seconded by Commissioner Askeland and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:


Whereupon the resolution was declared passed and adopted.

Adopted by the Board of Commissioners of the Fairmont Economic Development Authority on March 16, 2015.

### SECRETARY'S CERTIFICATE

I, the undersigned, being the duly qualified and acting Secretary of the Fairmont Economic Development Authority, DO HEREBY CERTIFY that I have carefully compared the attached and foregoing extract of minutes of a duly called and held regular or special meeting of the Authority held on March 16, 2015, with the original minutes thereof on file in my office and that the same is a full, true, and correct transcript thereof insofar as said minutes relate to the resolution initiating process for approval of a proposed amendment to the development program related to the proposed establishment of Tax Increment Financing District No. 25 within Development District No. 1 and the proposed adoption of a tax increment financing plan relating thereto.

WITNESS My hand officially and the official seal of the Authority this 16 day of March, 2015.

  
\_\_\_\_\_  
Secretary  
Fairmont Economic  
Development Authority

(SEAL)

EXTRACT OF MINUTES OF A MEETING OF THE  
CITY COUNCIL OF THE CITY  
OF FAIRMONT, MINNESOTA

HELD: April 27, 2015

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Fairmont, Martin County, Minnesota, was duly called and held on the 27th day of April, 2015, at 5:30 p.m.

The following members of the Council were present:

and the following were absent:

Member \_\_\_\_\_ introduced the following resolution and moved its adoption:

RESOLUTION 2015-12

RESOLUTION APPROVING PROPOSED AMENDMENT TO THE  
DEVELOPMENT PROGRAM FOR DEVELOPMENT DISTRICT NO. 1,  
ESTABLISHING TAX INCREMENT FINANCING DISTRICT NO. 25 WITHIN  
DEVELOPMENT DISTRICT NO. 1 AND APPROVING THE TAX INCREMENT  
FINANCING PLAN THEREFOR AND AUTHORIZING EXECUTION OF A  
DEVELOPMENT AGREEMENT

WHEREAS:

A. It has been proposed that the City of Fairmont, Minnesota (the "City") establish Tax Increment Financing District No. 25 (the "TIF District") within in Development District No. 1 (the "Development District") and approve and accept the proposed Tax Increment Financing Plan therefor under the provisions of Minnesota Statutes, Sections 469.174 to 469.1794, as amended (the "Act"); and

B. The City Council has investigated the facts and has caused to be prepared a proposed amendment to the Development Program for the Development District (the "Development Program"), and has caused to be prepared a proposed Tax Increment Financing Plan for the TIF District therein (the "TIF Plan"); and

C. The City has performed all actions required by law to be performed prior to the approval of the establishment of the TIF District therein and the adoption of a proposed Amended Development Program and TIF Plan therefor, including, but not limited to, a review of the Planning Commission of the proposed amendment to the Development Program and establishment of the TIF District, notification of Martin County and Independent School District No. 2752 having taxing jurisdiction over the property to be included in the TIF District and the holding of a public hearing upon published and mailed notice as required by law; and

D. Terry D. Maakestad and Jean M. Maakestad (together, the "Developer") have requested that the City assist with the financing of certain costs incurred in connection with the demolition of an existing substandard building and the acquisition, construction and equipping of an approximately 12,000 square foot office building to be located in the TIF District (the "Project").

E. The Developer and the City have determined to enter into a Development Agreement providing for the City's assistance for the Project (the "Development Agreement").

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Fairmont as follows:

1. Development Program. The Development Program for the Development District, a copy of which is on file in the office of the City Clerk, is adopted as the Development Program for the Development District.

2. TIF District No. 25. There is hereby established in the City within the Development District, Tax Increment Financing District No. 25 therein, the initial boundaries of which are fixed and determined as described in the TIF Plan.

3. Tax Increment Financing Plan. The TIF Plan is adopted as the Tax Increment Financing Plan for the TIF District, and the City Council makes the following findings:

(a) The TIF District is an redevelopment district as defined in Minnesota Statutes, Section 469.174, Subd. 10, the specific basis for such determination is the report of the City's building inspector, incorporated herein by reference, with respect to the condition of the building located in the TIF District. The TIF District consists of 1 parcel containing one structurally substandard building. The demolition and clearing of the existing substandard building and the construction of a office facility will increase employment in the State, help prevent the emergence of blight and result in the preservation and enhancement of the tax base of the State.

(b) The proposed redevelopment in the opinion of the City Council, would not occur solely through private investment within the reasonably foreseeable future. The reasons supporting this finding are that:

(i) The Developer has represented to the City that private investment will not finance these development activities because of prohibitive costs. It is necessary to finance these development activities through the use of tax increment financing so that this and other development by private enterprise will occur within the Development District.

(ii) A comparative analysis of estimated market values both with and without establishment of the TIF District and the use of tax increments has been performed as described above. Such analysis is found in Exhibit D of the TIF Plan, and indicates that the increase in estimated market value of the proposed development (less the indicated subtractions) exceeds the

estimated market value of the site absent the establishment of the TIF District and the use of tax increments.

(c) In the opinion of the City Council, the increased market value of the site that could reasonably be expected to occur without the use of tax increment financing would be less than the increase in the market value estimated to result from the proposed development after subtracting the present value of the projected tax increments for the maximum duration of the TIF District permitted by the TIF Plan. The reasons supporting this finding are that:

- (i) The estimated amount by which the market value of the site will increase without the use of tax increment financing is \$-0-;
- (ii) The estimated increase in the market value that will result from the development to be assisted with tax increment financing is \$1,659,358 (from \$207,800 to \$1,867,158); and
- (iii) The present value of the projected tax increments for the maximum duration of the TIF District permitted by the TIF Plan is \$205,215.

(d) The TIF Plan for the TIF District conforms to the general plan for development or redevelopment of the City of Fairmont as a whole. The reasons for supporting this finding are that:

- (i) The TIF District is properly zoned; and
- (ii) The TIF Plan will generally compliment and serve to implement policies adopted by the City.

(e) The TIF Plan will afford maximum opportunity, consistent with the sound needs of the City as a whole, for the development or redevelopment of the Development District by private enterprise. The reasons supporting this finding are that:

The development activities are necessary so that development and redevelopment by private enterprise can occur within the Development District.

4. Public Purpose. The amendment to the Development Program for the Development District, and the adoption of the TIF Plan for the TIF District therein conform in all respects to the requirements of the Act and will help fulfill a need to develop an area of the State which is already built up to provide employment opportunities to improve the tax base and to improve the general economy of the State and thereby serves a public purpose.

5. Certification. The Auditor of Martin County is requested to certify the original net tax capacity of the TIF District as described in the TIF Plan, and to certify in each year thereafter the amount by which the original net tax capacity has increased or decreased in accordance with the Act; and the City Administrator is authorized and directed to forthwith transmit this request to the County Auditor in such form and content as the Auditor may specify, together with a list of all properties within the TIF District for which building permits have been issued during the 18 months immediately preceding the adoption of this Resolution.

6. Filing. The City Administrator is further authorized and directed to file a copy of the Development Program and TIF Plan for the TIF District with the Commissioner of Revenue and the Office of the State Auditor.

7. Administration. The administration of the Development District is assigned to the City Administrator who shall from time to time be granted such powers and duties pursuant to Minnesota Statutes, Sections 469.130 and 469.131 as the City Council may deem appropriate.

8. Interfund Loan. The City has determined to pay for certain costs (the "Qualified Costs") identified in the TIF Plan consisting of certain administrative expenses, which costs may be financed on a temporary basis from the City's general fund or any other fund from which such advances may be legally made (the "Fund"). Under Minnesota Statutes, Section 469.178, Subd. 7, the City is authorized to advance or loan money from the Fund in order to finance the Qualified Costs. The City intends to reimburse itself for the payment of the Qualified Costs, plus interest thereon, from tax increments derived from the TIF District in accordance with the following terms (which terms are referred to collectively as the "Interfund Loan"):

(a) The City shall repay to the Fund from which the Qualified Costs are initially paid, the principal amount of \$10,000 (or, if less, the amount actually paid from such fund) together with interest at 4.00% per annum (which is not more than the greater of (i) the rate specified under Minnesota Statutes, Section 270.75, or (ii) the rate specified under Minnesota Statutes, Section 549.09) from the date of the payment.

(b) Principal and interest on the Interfund Loan ("Payments") shall be paid semi-annually on each April 1 and August 1 commencing with the first April 1 or August 1 occurring after the date the tax increments from the TIF District are available and not otherwise pledged to and including the earlier of (a) the date the principal and accrued interest of the Interfund Loan is paid in full, or (b) the date of last receipt of tax increment from the TIF District ("Payment Dates") which Payments will be made in the amount and only to the extent of available tax increments. Payments shall be applied first to accrued interest, and then to unpaid principal.

(c) Payments on the Interfund Loan are payable solely from the tax increment generated in the preceding six (6) months with respect to the TIF District and remitted to the City by Martin County, all in accordance with Minnesota Statutes, Sections 469.174 to 469.1794, as amended. Payments on this Interfund Loan are subordinate to any outstanding or future bonds, notes or contracts secured in whole or in part with tax increment, and are on parity with any other outstanding or future interfund loans secured in whole or in part with tax increment.

(d) The principal sum and all accrued interest payable under this Interfund Loan are pre-payable in whole or in part at any time by the City without premium or penalty. No partial prepayment shall affect the amount or timing of any other regular payment otherwise required to be made under this Interfund Loan.

(e) The Interfund Loan is evidence of an internal borrowing by the City in accordance with Minnesota Statutes, Section 469.178, Subd. 7, and is a limited obligation payable solely from tax increment pledged to the payment hereof under this resolution. The

Interfund Loan and the interest hereon shall not be deemed to constitute a general obligation of the State of Minnesota or any political subdivision thereof, including, without limitation, the City. Neither the State of Minnesota, nor any political subdivision thereof shall be obligated to pay the principal of or interest on the Interfund Loan or other costs incident hereto except out of tax increment, and neither the full faith and credit nor the taxing power of the State of Minnesota or any political subdivision thereof is pledged to the payment of the principal of or interest on the Interfund Loan or other costs incident hereto. The City shall have no obligation to pay any principal amount of the Interfund Loan or accrued interest thereon, which may remain unpaid after the termination of the TIF District.

(f) The City may amend the terms of the Interfund Loan at any time by resolution of the City Council, including a determination to forgive the outstanding principal amount and accrued interest to the extent permissible under law.

9. Development Agreement.

(a) The City Council hereby approves the Development Agreement in substantially the form submitted, and the Mayor and Administrator are hereby authorized and directed to execute the Development Agreement on behalf of the City.

(b) The approval hereby given to the Development Agreement includes approval of such additional details therein as may be necessary and appropriate and such modifications thereof, deletions therefrom and additions thereto as may be necessary and appropriate and approved by the City officials authorized by this resolution to execute the Development Agreement. The execution of the Development Agreement by the appropriate officer or officers of the City shall be conclusive evidence of the approval of the Development Agreement in accordance with the terms hereof.

The motion for the adoption of the foregoing resolution was duly seconded by member \_\_\_\_\_ and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

Whereupon said resolution was declared duly passed and adopted.



STATE OF MINNESOTA  
COUNTY OF MARTIN  
CITY OF FAIRMONT


I, the undersigned, being the duly qualified and acting Clerk of the City of Fairmont, Minnesota, DO HEREBY CERTIFY that I have compared the attached and foregoing extract of minutes with the original thereof on file in my office, and that the same is a full, true and complete transcript of the minutes of a meeting of the City Council of said City, duly called and held on the date therein indicated, insofar as such minutes relate to the an amendment to the Development Program for Development District No. 1 and establishment of Tax Increment Financing District No. 25 therein.

WITNESS my hand this 27th day of April, 2015.

\_\_\_\_\_  
City Clerk

MEETING DATE: April 27, 2015

SUBJECT: Fairmont Raceway 3.2% On Sale Beer License Renewal

REVIEWED BY: Mike Humpal, CEcD, City Administrator 

SUBJECT INITIATION BY: Mike Humpal, CEcD, City Administrator

<input checked="" type="checkbox"/>	Petition		Board		Staff		Council		Commission		Committee
-------------------------------------	----------	--	-------	--	-------	--	---------	--	------------	--	-----------

SUBJECT BACKGROUND: Mike Humpal, CEcD, City Administrator

INTRODUCED BY: Mike Humpal, CEcD, City Administrator

COUNCIL LIAISON:

TYPE OF ACTION:

<input checked="" type="checkbox"/>	Motion (Voice Vote)		Resolution (Roll Call)		Discussion
	Ordinance 1 <sup>st</sup> Reading (Introduction only)		Set Public Hearing (Motion)		Information Only
	Ordinance 2 <sup>nd</sup> Reading (Roll call)		Hold Public Hearing (Motion to close)		

RECOMMENED ACTION BY:

<input checked="" type="checkbox"/>	City Staff		Board		Commission		Committee
-------------------------------------	------------	--	-------	--	------------	--	-----------

	Issuance	<input checked="" type="checkbox"/>	Approval		Authorization		No recommendation
	Denial		Rejection		No action needed		

**STATEMENT:** Promoters , Al and Becky Thoreson will be running the Fairmont Raceway again this year. Thoreson's have submitted their renewal application for a 3.2% on sale beer license effective from May 1, 2015 through October 31, 2015.

**MOTION:** To approve the renewal of a 3.2% on sale beer license for the Fairmont Raceway for a limited term of May 1, 2015 to October 31, 2015, contingent upon receiving the appropriate liquor liability insurance certificate.

VOTE REQUIRED: Simple majority

ATTACHMENTS:

- 1.
- 2.

\*\*\*\*\*

Council Action: \_\_\_\_\_ Date: \_\_\_\_\_

**CITY OF FAIRMONT-----AGENDA CONTROL SHEET-----AGENDA ITEM NO. 14.1**

**MEETING DATE:** April 27, 2015

**SUBJECT:** City Administrator's Evaluation Process

**REVIEWED BY:** Mike Humpal, CEcD, City Administrator

**SUBJECT INITIATION BY:**

<input type="checkbox"/>	Petition	<input type="checkbox"/>	Board	<input type="checkbox"/>	Staff	<input checked="" type="checkbox"/>	Council	<input type="checkbox"/>	Commission	<input type="checkbox"/>	Committee
--------------------------	----------	--------------------------	-------	--------------------------	-------	-------------------------------------	---------	--------------------------	------------	--------------------------	-----------

**SUBJECT BACKGROUND:** Mike Humpal, CEcD, City Administrator

**INTRODUCED BY:** Mike Humpal, CEcD, City Administrator

**COUNCIL LIAISON:**

**TYPE OF ACTION:**

<input checked="" type="checkbox"/>	Motion (Voice Vote)	<input type="checkbox"/>	Resolution (Roll Call)	<input type="checkbox"/>	Discussion
<input type="checkbox"/>	Ordinance 1 <sup>st</sup> Reading (Introduction only)	<input type="checkbox"/>	Set Public Hearing (Motion)	<input type="checkbox"/>	Information Only
<input type="checkbox"/>	Ordinance 2 <sup>nd</sup> Reading (Roll call)	<input type="checkbox"/>	Hold Public Hearing (Motion to close)	<input type="checkbox"/>	

**RECOMMENDED ACTION BY:**

<input checked="" type="checkbox"/>	City Staff	<input type="checkbox"/>	Council	<input type="checkbox"/>	Commission	<input type="checkbox"/>	Committee
-------------------------------------	------------	--------------------------	---------	--------------------------	------------	--------------------------	-----------

<input type="checkbox"/>	Issuance	<input checked="" type="checkbox"/>	Approval	<input type="checkbox"/>	Authorization	<input type="checkbox"/>	No recommendation
<input type="checkbox"/>	Denial	<input type="checkbox"/>	Rejection	<input type="checkbox"/>	No action needed	<input type="checkbox"/>	

**STATEMENT:** In July, 2014, the Council directed me to develop a new City Administrator evaluation form and process. Three options are presented for your review and adoption.

**MOTION:** To approve Option \_\_\_\_ (A, B or C) to be used for the City Administrator's evaluation process.

**VOTE REQUIRED:** Simple majority

**ATTACHMENTS:**

1. Memo from City Administrator
2. Previously used form
3. Three optional forms (A, B, C)

\*\*\*\*\*

Council Action: \_\_\_\_\_ Date: \_\_\_\_\_




CITY OF FAIRMONT – 100 Downtown Plaza – Fairmont, MN 56031  
www.fairmont.org

Phone (507) 238-9461

Fax (507) 238-9469

MEMO

DATE: March 18, 2015  
TO: Mayor and City Council  
FROM: Mike Humpal, City Administrator   
RE: City Administrative Evaluation Forms

In July of 2014, the City Council asked me to develop a new City Administrator evaluation process. Over the course of several months, I reviewed ten different community/county administrator evaluation processes. I created three new options for your review. A key component of the evaluation process was missing from Fairmont's existing evaluation; a statement of purpose, process, definition of roles and instructions. This statement is attached to each of the three proposed evaluation methods. Please compare them to the existing Fairmont evaluation. As you will see each option is far more comprehensive.

Please review, make comments, suggestions and we can discuss at the first council meeting in April and vote on which evaluation process to implement for June, 2015.

MH:pm

*Fairmont*

MAY, 2014  
CITY ADMINISTRATOR'S EVALUATION

(PLEASE RANK EACH OF THE FOLLOWING COMPETENCIES FROM 1 TO 5 WITH 1 = WEAK AND 5= STRONG.)

**COMPETENCIES**

**RANK**

Leadership

- Sets the example	1	2	3	4	5
- Champions city goals	1	2	3	4	5
- Inspires others	1	2	3	4	5
- Trains & develops subordinates	1	2	3	4	5

Comments:

Management

- Efficient utilization of personnel	1	2	3	4	5
- Efficient utilization of resources & budget	1	2	3	4	5
- Efficient utilization of his/her time	1	2	3	4	5

Comments:

Communications

- Oral communications	1	2	3	4	5
- Written communications	1	2	3	4	5
- Accurate, timely & relevant	1	2	3	4	5

Comments:

Problem Solving/Innovation

- Identifies & addresses problems	1	2	3	4	5
- Willing to take risk	1	2	3	4	5
- Innovative & creative	1	2	3	4	5
- Concentrates resources on solving problem	1	2	3	4	5

Comments:

# MAY, 2014 CITY ADMINISTRATOR'S EVALUATION

## Personal Effectiveness

- Accepts responsibility	1	2	3	4	5
- Demonstrates ethics, loyalty, personal credibility, integrity, & confidence	1	2	3	4	5
- Gets the job done	1	2	3	4	5
- Exhibits vision	1	2	3	4	5
- Maintains focus	1	2	3	4	5
- Positive working relationships	1	2	3	4	5

Comments:

---



---



---

OVERALL PERFORMANCE RATING	1	2	3	4	5
----------------------------	---	---	---	---	---

Salary Increase

Yes/No

Please list additional comments including strengths and suggestions for improving performance.

Additional Comments:

**City of Fairmont  
Performance Evaluation**

**OPTION A**

**City Administrator**

**PURPOSE**

The purpose of the employee performance evaluation and development report is to increase communication between the city council and city administrator concerning the performance of the city administrator of his/her assigned duties and responsibilities, and the establishment of specific work-related goals and objectives.

**PROCESS**

The city council shall conduct an annual review and evaluation of the city administrator's work performance. The result of such evaluation shall commend areas of good performance and point out areas for improvement. It shall also be the basis for compensation decisions outside the comparable worth pay plan.

- Evaluation forms are distributed to all council members.
- The city administrator prepares a memorandum to the council (reviewing the previous year's accomplishments) in a narrative format.
- Each council member completes the form, signs, dates and returns it to the mayor.
- The mayor, with the help of the city clerk, tabulates the results of the evaluation forms as submitted.
- The mayor and city clerk will summarize the results of the evaluation forms as submitted.
- A composite evaluation form and the city administrator's memorandum is distributed to the council prior to the closed session evaluation meeting.
- The council meets with the city administrator in closed session to review the evaluation, unless the city administrator requests an open hearing.

Review the city administrator's work performance for the entire period; try to refrain from basing judgment on recent events or isolated incidents only. Disregard your general impression of the city administrator and concentrate on one factor at a time.

Evaluate the city administrator on the basis of standards you expect to be met for the position considering the length of time in the job. Check the number which most accurately reflects the level of performance for the factor appraised using the rating scale described below. If you did not have an opportunity to observe a factor during the evaluation period, please indicate so in the "NO" column next to the factor.

**Definition of Roles**

**A. City Council**

1. Conduct annual assessments of performance of the City Administrator.
2. Respect the prerogatives of the City Administrator insofar as administrative functions of the City are concerned versus the policy function of the City Council.
3. Make assessments in general terms except in instances where specific improvements are needed or when explicit commendations are due.

**B. City Administrator**

1. Accepts the prospects of annual evaluation.
2. Understands the scope and thrust of the evaluations.
3. Expects the evaluations to adhere to the established procedures for evaluating the performance of the City Administrator.

**City Administrator  
Performance Evaluation**

**Rater:** \_\_\_\_\_

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

**Rating Scale Definitions (1-5)**

**PERFORMANCE LEVELS**

<b>DISTINGUISHED (9)</b>	Truly outstanding performance that results in extraordinary and exceptional accomplishments with significant contributions to objectives of the city, group or organization.
<b>COMMENDABLE (8-7)</b>	Consistently generates results above those expected of the position. Contributes in a superior manner to innovations both technical and functional.
<b>FULLY SATISFACTORY (6-5-4)</b>	Good performance with incumbent fulfilling all position requirements and may on occasion generate results above those expected of the position.
<b>NEEDS IMPROVEMENT (3-2)</b>	Performance leaves room for improvement. This performance level may be the result of new or inexperienced incumbent on the job or an incumbent not responding favorably to instruction.
<b>MARGINAL (1)</b>	Lowest performance level which is clearly less than acceptable, and which is obviously below minimum positions requirements. Situation requires immediate review and action. Possible separation is in order without significant and immediate performance improvement.
<b>N/O</b>	Not observed

**I. PERFORMANCE EVALUATION AND ACHIEVEMENTS**

**1. City Council Relationships**

**9 8-7 6-5-4 3-2 1 N/O**

A. Effectively implements policies and programs approved by Council.						
B. Reporting to the Council is timely, clear, concise and thorough.						
C. Accepts direction/instructions from the Council in a positive manner.						
D. Effectively aids the Council in establishing long range goals.						
E. Keeps the Council informed of current plans and activities of administration and new developments in technology, legislation, governmental practices and regulations, etc.						
F. Provides the Council with clear reports of anticipated issues that could come before the city council.						

Comments:

**2. Public Relations**

**9 8-7 6-5-4 3-2 1 N/O**

A. Projects a positive public image.						
B. Is courteous to the public at all times.						
C. Maintains effective relations with media representatives.						

Comments:



**3. Effective Leadership of Staff**

9 8-7 6-5-4 3-2 1 N/O

A. Delegates appropriate responsibilities.

B. Annually evaluates subordinate management staff.

Comments:

**4. Fiscal Management**

9 8-7 6-5-4 3-2 1 N/O

A. Prepares realistic annual budget.

B. Controls expenditures in accordance with approved budget.

C. Keeps city council informed about revenues and expenditures, actual and projected.

D. Ensures that the budget addresses the city council's goals and objectives.

Comments:

**5. Communication**

9 8-7 6-5-4 3-2 1 N/O

A. Oral communication is clear, concise and articulate.

B. Written communications are clear, concise and accurate.

Comments:

**6. Personal Traits**

9 8-7 6-5-4 3-2 1 N/O

A. Initiative.

B. Judgment.

C. Fairness and impartiality.

D. Creativity.

Comments:

**7. Intergovernmental Affairs**

9 8-7 6-5-4 3-2 1 N/O

A. Maintains effective communication with local, regional, state and federal Government agencies.

B. Financial resources (grants) from other agencies are pursued.

C. Contributions to good government through regular participation in local, regional and state committees and organizations.

D. Lobbies effectively with legislators and state agencies regarding City programs and projects.

Comments:

## II. SUMMARY RATING

### OVERALL PERFORMANCE RATING

(Cumulative): \_\_\_\_\_ (Total Score) Divided by Total Number of Factors Rated = \_\_\_\_\_

**Circle one category below**

1	2-3	4-5-6	7-8	9
Marginal	Needs Improvement	Fully Satisfactory	Commendable	Distinguished

## III. ACHIEVEMENTS RELATIVE TO OBJECTIVES FOR THIS EVALUATION PERIOD

## IV. FUTURE GOALS AND OBJECTIVES

Specific goals and objectives to be achieved in the next evaluation period:

This evaluation has been reviewed and discussed between the City Council and the City Administrator on \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

**City Council Signatures:**

**Concurrence (Circle)**

Mayor: \_\_\_\_\_ Yes No

Council Member: \_\_\_\_\_ Yes No

Council Member: \_\_\_\_\_ Yes No

Council Member: \_\_\_\_\_ Yes No

Council Member: \_\_\_\_\_ Yes No

Council Member: \_\_\_\_\_ Yes No

**City Administrator Signature:** \_\_\_\_\_

# CITY OF FAIRMONT

## Performance Evaluation City Administrator

Evaluation period: June 1, 2014 to May 31, 2015

Each member of the governing body should complete this evaluation form, sign it in the space below, and return it to the Mayor and City Clerk at City Hall. The deadline for submitting this performance evaluation is \_\_\_\_\_, 2015. Evaluations will be summarized and included on the agenda for discussion at the \_\_\_\_\_, 2015 meeting in closed session.

\_\_\_\_\_  
City Council Signature

\_\_\_\_\_  
Date Submitted

Initials \_\_\_\_\_

## City of Fairmont

### Performance Evaluation City Administrator

#### PURPOSE

The purpose of the employee performance evaluation and development report is to increase communication between the city council and city administrator concerning the performance of the city administrator of his/her assigned duties and responsibilities, and the establishment of specific work-related goals and objectives.

#### PROCESS

The city council shall conduct an annual review and evaluation of the city administrator's work performance. The result of such evaluation shall commend areas of good performance and point out areas for improvement. It shall also be the basis for compensation decisions outside the comparable worth pay plan.

- Evaluation forms are distributed to all council members.
- The city administrator prepares a memorandum to the council (reviewing the previous year's accomplishments) in a narrative format.
- Each council member completes the form, signs, dates and returns it to the mayor.
- The mayor, with the help of the city clerk, tabulates the results of the evaluation forms as submitted.
- The mayor and city clerk will summarize the results of the evaluation forms as submitted.
- A composite evaluation form and the city administrator's memorandum is distributed to the council prior to the closed session evaluation meeting.
- The council meets with the city administrator in closed session to review the evaluation, unless the city administrator requests an open hearing.

Review the city administrator's work performance for the entire period; try to refrain from basing judgment on recent events or isolated incidents only. Disregard your general impression of the city administrator and concentrate on one factor at a time.

Evaluate the city administrator on the basis of standards you expect to be met for the position considering the length of time in the job. Check the number which most accurately reflects the level of performance for the factor appraised using the rating scale described below. If you did not have an opportunity to observe a factor during the evaluation period, please indicate so in the "NO" column next to the factor.

#### Definition of Roles

##### A. City Council

1. Conduct annual assessments of performance of the City Administrator.
2. Respect the prerogatives of the City Administrator insofar as administrative functions of the City are concerned versus the policy function of the City Council.
3. Make assessments in general terms except in instances where specific improvements are needed or when explicit commendations are due.

Initials \_\_\_\_\_

**B. City Administrator**

1. Accepts the prospects of annual evaluation.
2. Understands the scope and thrust of the evaluations.
3. Expects the evaluations to adhere to the established procedures for evaluating the performance of the City Administrator.

**INSTRUCTIONS**

This evaluation form contains ten categories of evaluation criteria. Each category contains a statement to describe a behavior standard in that category. For each statement, use the following scale to indicate your rating of the city administrator's performance.

**5 = Excellent** (almost always exceeds the performance standard)

**4 = Above average** (generally exceeds the performance standard)

**3 = Average** (generally meets the performance standard)

**2 = Below average** (usually does not meet the performance standard)

**1 = Poor** (rarely meets the performance standard)

**N/O = Not Observed** (should not be included in calculation of score)

Any item left blank will be interpreted as a score of "3 = Average"

**After each category, add the scores and divide by the number of ratings scored. Note: If you enter an N/O Not Observed score, do not include in the calculation of score.**

This evaluation form also contains a provision for entering narrative comments, including an opportunity to enter responses to specific questions and an opportunity to list any comments you believe appropriate and pertinent to the rating period. Please write legibly.

Leave all pages of this evaluation form attached. Initial each page. Sign and date the cover page. On the date space of the cover page, enter the date the evaluation form was submitted. All evaluations presented prior to the deadline identified on the cover page will be summarized into a performance evaluation to be presented by the governing body to the City Administrator as part of the agenda for the closed/open session indicated on the cover page.

Initials \_\_\_\_\_

## PERFORMANCE CATEGORY SCORING

### 1. INDIVIDUAL CHARACTERISTICS

- \_\_\_\_\_ Diligent and thorough in the discharge of duties, "self-starter"
- \_\_\_\_\_ Exercises good judgment
- \_\_\_\_\_ Displays enthusiasm, cooperation, and willingness to adapt
- \_\_\_\_\_ Mental and physical stamina appropriate for the position
- \_\_\_\_\_ Exhibits composure, appearance and attitude appropriate for executive position

Add the values from above and enter the subtotal \_\_\_\_\_ ÷ \_\_\_\_ = \_\_\_\_\_ score for this category

### 2. PROFESSIONAL SKILLS AND STATUS

- \_\_\_\_\_ Maintains knowledge of current developments affecting the practice of local government management
- \_\_\_\_\_ Demonstrates a capacity for innovation and creativity
- \_\_\_\_\_ Anticipates and analyzes problems to develop effective approaches for solving them
- \_\_\_\_\_ Willing to try new ideas proposed by governing body members and/or staff
- \_\_\_\_\_ Sets a professional example by handling affairs of the public office in a fair and impartial manner

Add the values from above and enter the subtotal \_\_\_\_\_ ÷ \_\_\_\_ = \_\_\_\_\_ score for this category

### 3. RELATIONS WITH ELECTED MEMBERS OF THE GOVERNING BODY

- \_\_\_\_\_ Carries out directives of the body as a whole as opposed to those of any one member or minority group
- \_\_\_\_\_ Sets meeting agendas that reflect the guidance of the governing body and avoids unnecessary involvement in administrative actions
- \_\_\_\_\_ Disseminates complete and accurate information equally to all members in a timely manner
- \_\_\_\_\_ Assists by facilitating decision making without usurping authority
- \_\_\_\_\_ Responds well to requests, advice, and constructive criticism

Add the values from above and enter the subtotal \_\_\_\_\_ ÷ \_\_\_\_ = \_\_\_\_\_ score for this category

Initials \_\_\_\_\_

#### 4. POLICY EXECUTION

- \_\_\_\_\_ Implements governing body actions in accordance with the intent of council
- \_\_\_\_\_ Supports the actions of the governing body after a decision has been reached, both inside and outside the organization
- \_\_\_\_\_ Understands, supports, and enforces local government's laws, policies, and ordinances
- \_\_\_\_\_ Reviews ordinance and policy procedures periodically to suggest improvements to their effectiveness
- \_\_\_\_\_ Offers workable alternatives to the governing body for changes in law or policy when an existing policy or ordinance is no longer practical

Add the values from above and enter the subtotal \_\_\_\_\_ ÷ \_\_\_\_ = \_\_\_\_\_ score for this category

#### 5. REPORTING

- \_\_\_\_\_ Provides regular information and reports to the governing body concerning matters of importance to the local government
- \_\_\_\_\_ Responds in a timely manner to requests from the governing body for special reports
- \_\_\_\_\_ Takes the initiative to provide information, advice, and recommendations to the governing body on matters that are non-routine and not administrative in nature
- \_\_\_\_\_ Reports produced by the administrator are accurate, comprehensive, concise and written to their intended audience
- \_\_\_\_\_ Produces and handles reports in a way to convey the message that affairs of the organization are open to public scrutiny

Add the values from above and enter the subtotal \_\_\_\_\_ ÷ \_\_\_\_ = \_\_\_\_\_ score for this category

Initials \_\_\_\_\_

## 6. CITIZEN RELATIONS

- \_\_\_\_\_ Responsive to requests from citizens
- \_\_\_\_\_ Demonstrates a dedication to service to the community and its citizens
- \_\_\_\_\_ Maintains a nonpartisan approach in dealing with the news media
- \_\_\_\_\_ Meets with and listens to members of the community to discuss their concerns and strives to understand their interests
- \_\_\_\_\_ Gives an appropriate effort to maintain citizen satisfaction with city services

Add the values from above and enter the subtotal \_\_\_\_\_ ÷ \_\_\_\_ = \_\_\_\_\_ score for this category

## 7. STAFFING

- \_\_\_\_\_ Recruits and retains competent personnel for staff positions
- \_\_\_\_\_ Applies an appropriate level of supervision to improve any areas of substandard performance
- \_\_\_\_\_ Stays accurately informed and appropriately concerned about employee relations
- \_\_\_\_\_ Professionally manages the compensation and benefits plan
- \_\_\_\_\_ Promotes training and development opportunities for employees at all levels of the organization

Add the values from above and enter the subtotal \_\_\_\_\_ ÷ \_\_\_\_ = \_\_\_\_\_ score for this category

Initials \_\_\_\_\_



## 8. SUPERVISION

- \_\_\_\_\_ Encourages heads of departments to make decisions within their jurisdictions with minimal city administrator involvement, yet maintains general control of operations by providing the right amount of communication to the staff
- \_\_\_\_\_ Instills confidence and promotes initiative in subordinates through supportive rather than restrictive controls for their programs while still monitoring operations at the department level
- \_\_\_\_\_ Develops and maintains a friendly and informal relationship with the staff and work force in general, yet maintains the professional dignity of the city administrator's office
- \_\_\_\_\_ Sustains or improves staff performance by evaluating the performance of staff members at least annually, setting goals and objectives for them, periodically assessing their progress, and providing appropriate feedback
- \_\_\_\_\_ Encourages teamwork, innovation, and effective problem-solving among the staff members

Add the values from above and enter the subtotal \_\_\_\_\_ ÷ \_\_\_\_ = \_\_\_\_\_ score for this category

## 9. FISCAL MANAGEMENT

- \_\_\_\_\_ Prepares a balanced budget to provide services at a level directed by council
- \_\_\_\_\_ Makes the best possible use of available funds, conscious of the need to operate the local government efficiently and effectively
- \_\_\_\_\_ Prepares a budget and budgetary recommendations in an intelligent and accessible format
- \_\_\_\_\_ Ensures actions and decisions reflect an appropriate level of responsibility for financial planning and accountability
- \_\_\_\_\_ Appropriately monitors and manages fiscal activities of the organization

Add the values from above and enter the subtotal \_\_\_\_\_ ÷ \_\_\_\_ = \_\_\_\_\_ score for this category.

Initials \_\_\_\_\_

## 10. COMMUNITY

- \_\_\_\_\_ Shares responsibility for addressing the difficult issues facing the city
- \_\_\_\_\_ Avoids unnecessary controversy
- \_\_\_\_\_ Cooperates with neighboring communities and the county
- \_\_\_\_\_ Helps the council address future needs and develops adequate plans to address long term trends
- \_\_\_\_\_ Cooperates with other regional, state and federal government agencies

Add the values from above and enter the subtotal \_\_\_\_\_ ÷ \_\_\_\_\_ = \_\_\_\_\_ score for this category

### NARRATIVE EVALUATION

What would you identify as the administrator's strength(s), expressed in terms of the principle results achieved during the rating period? \_\_\_\_\_

---

---

---

---

---

---

---

---

What performance area(s) would you identify as most critical for improvement? \_\_\_\_\_

---

---

---

---

---

Initials \_\_\_\_\_

What constructive suggestions or assistance can you offer the administrator to enhance performance? \_\_\_\_\_

---

---

---

---

---

---

---

---

---

---

---

---

What other comments do you have for the administrator; e.g., priorities, expectations, goals or objectives for the new rating period? \_\_\_\_\_

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

Initials \_\_\_\_\_

**City of Fairmont  
Performance Evaluation**

**OPTION C**

**City Administrator**

**PURPOSE**

The purpose of the employee performance evaluation and development report is to increase communication between the city council and city administrator concerning the performance of the city administrator of his/her assigned duties and responsibilities, and the establishment of specific work-related goals and objectives.

**PROCESS**

The city council shall conduct an annual review and evaluation of the city administrator's work performance. The result of such evaluation shall commend areas of good performance and point out areas for improvement. It shall also be the basis for compensation decisions outside the comparable worth pay plan.

- Evaluation forms are distributed to all council members.
- The city administrator prepares a memorandum to the council (reviewing the previous year's accomplishments) in a narrative format.
- Each council member completes the form, signs, dates and returns it to the mayor.
- The mayor, with the help of the city clerk, tabulates the results of the evaluation forms as submitted.
- The mayor and city clerk will summarize the results of the evaluation forms as submitted.
- A composite evaluation form and the city administrator's memorandum is distributed to the council prior to the closed session evaluation meeting.
- The council meets with the city administrator in closed session to review the evaluation, unless the city administrator requests an open hearing.

Review the city administrator's work performance for the entire period; try to refrain from basing judgment on recent events or isolated incidents only. Disregard your general impression of the city administrator and concentrate on one factor at a time.

Evaluate the city administrator on the basis of standards you expect to be met for the position considering the length of time in the job. Check the number which most accurately reflects the level of performance for the factor appraised using the rating scale described below. If you did not have an opportunity to observe a factor during the evaluation period, please indicate so in the "NO" column next to the factor.

**Definition of Roles**

**A. City Council**

1. Conduct annual assessments of performance of the City Administrator.
2. Respect the prerogatives of the City Administrator insofar as administrative functions of the City are concerned versus the policy function of the City Council.
3. Make assessments in general terms except in instances where specific improvements are needed or when explicit commendations are due.

**B. City Administrator**

1. Accepts the prospects of annual evaluation.
2. Understands the scope and thrust of the evaluations.
3. Expects the evaluations to adhere to the established procedures for evaluating the performance of the City Administrator.

# CITY OF FAIRMONT

## CITY ADMINISTRATOR PERFORMANCE EVALUATION

City Administrator: \_\_\_\_\_ Evaluation Period: \_\_\_\_\_

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

**INSTRUCTIONS:** Please rate the City Administrator in each area of responsibility. Circle the number that expresses your rating for each area and then follow with a **written comment**. Try to be frank, but constructive, keeping in mind that the primary purpose of this process is to assist the City Administrator to improve his/her functioning for the staff, citizens and Council and to assist him/her in meeting Council expectations in future years. The "Questions for Thought" are only meant to assist you in focusing your thoughts. Do not feel obligated to respond to every question nor to confine your comments to them.

### 1. ORGANIZATIONAL MANAGEMENT

Plans and organizes the work that goes into providing services established by past and current decisions of the council. Plans and organizes work that carries out policies adopted by the Council and developed by staff. Keeps the organization aware of new trends in technology. Selects, leads, directs and develops staff members.

1 - 2 - 3	4 - 5 - 6	7 - 8 - 9
Development Needed	Fully Satisfactory	Commendable

Questions for thought: Are the right staff present at Council meetings? Do staff members give professional, appropriate presentations? Are Council requests handled in a timely manner? Does the Administrator respond quickly to resolve any personnel issues? Is the Administrator an effective leader? Does the Administrator's supervisory techniques motivate high performance? Do you receive complaints about the organization from constituents or the public? Is the organization keeping up with technology?

Supporting Comments:

---



---



---



---



---



---

## 2. FISCAL/BUSINESS MANAGEMENT

Plans and organizes the preparation of an annual budget with documentation, etc. that conforms to guidelines adopted by the Council. Plans, organizes and supervises most economic utilization of employees/materials/technology. Directs and oversees a system of reports for the Council that provide most up-to-date data available concerning expenditures and revenue.

1 - 2 - 3	4 - 5 - 6	7 - 8 - 9
Development Needed	Fully Satisfactory	Commendable

Questions for thought: Is the budget preparation and management thorough and effective? Are cost-effective measures persistently pursued? Is financial reporting timely and readily understandable? Is management of physical facilities efficient?

Supporting Comments:

---

---

---

---

---

---

---

## 3. PROGRAM AND POLICY FORMULATION

Ability to recognize problems, develop relevant facts and formulate alternative solutions for council consideration.

1 - 2 - 3	4 - 5 - 6	7 - 8 - 9
Development Needed	Fully Satisfactory	Commendable

Questions for thought: Is the Administrator only approaching the job from a day-to-day standpoint or are his/her efforts directed toward broad City objectives? Are there long-range city goals you feel are not managed as well as they should be? Does the Administrator utilize staff expertise in formulating alternative approaches for council consideration?

Supporting Comments:

---

---

---

---

---

---

---

#### 4. RELATIONSHIP WITH COUNCIL

Maintains effective communications, both oral and written, with the Council. Maintains availability to the Council either personally or through designated subordinates. Plans and organizes materials for presentation to the council, in most concise, clear and comprehensive manner possible.

1 - 2 - 3	4 - 5 - 6	7 - 8 - 9
Development Needed	Fully Satisfactory	Commendable

Questions for thought: Is the Administrator providing the Council with adequate information to make decisions? Does the Administrator make recommendations on issues as often as you would like and in the manner you would like? Do the Administrator/staff recommendations seem as thoroughly researched as they ought to be? Can you think of an issue where you were not comfortable with what you knew about the issue? How does the Administrator do in reporting to Council on current plans, activities, events of the City? How available is the Administrator? Is the Administrator able to communicate knowledge and ideas with effectiveness and clarity? Does the Administrator demonstrate effective listening and questioning skills?

Supporting Comments:

---

---

---

---

#### 5. PUBLIC RELATIONS

Establishes and maintains an image to the community that represents service, vitality and professionalism. Ability to provide courteous and efficient service to external and internal customers in a timely manner. Is committed to the satisfaction of internal and external customers.

1 - 2 - 3	4 - 5 - 6	7 - 8 - 9
Development Needed	Fully Satisfactory	Commendable

Questions for thought: Does the Administrator set an example of high quality service? Does the Administrator work well with others? Is the Administrator polite and tactful in dealing with the public and the media? Are contacts with the media timely and credible? Are City publications varied and consistently well-received by the citizens? Is feedback from the public positive? Does the Administrator seek out ways to give better service? Is the Administrator an outstanding representative for the city?

Supporting Comments:

---

---

---

---

## 6. PROFESSIONALISM

Maintains awareness and value of broadening professional and personal development. Demonstrates imaginative leadership initiatives. Ability to build cohesiveness in staff. Conducts self in a manner appropriate to the job; assumes responsibility for actions and seeks opportunities for professional growth.

1 - 2 - 3	4 - 5 - 6	7 - 8 - 9
Development Needed	Fully Satisfactory	Commendable

Questions for thought: Does the Administrator show decisiveness in decision making? Are management techniques innovative or imaginative? Does the Administrator set the standard for adhering to policies, procedures and rules? Does the Administrator seek out new and additional opportunities as a way of furthering professional growth and staying abreast of emerging developments in the profession?

Supporting Comments:

---

---

---

---

---

---

---



MEETING DATE: April 27, 2015

SUBJECT: Fourth amendment to AT&amp;T tower lease

REVIEWED BY: Mike Humpal, CEcD, City Administrator

SUBJECT INITIATION BY:

<input checked="" type="checkbox"/>	Petition	<input type="checkbox"/>	Board	<input type="checkbox"/>	Staff	<input type="checkbox"/>	Council	<input type="checkbox"/>	Commission	<input type="checkbox"/>	Committee
-------------------------------------	----------	--------------------------	-------	--------------------------	-------	--------------------------	---------	--------------------------	------------	--------------------------	-----------

SUBJECT BACKGROUND: Troy Nemmers, PE, Director of Public Works/City Engineer

INTRODUCED BY: Troy Nemmers, PE, Director of Public Works/City Engineer

COUNCIL LIAISON: Councilor Clerc

TYPE OF ACTION:

<input checked="" type="checkbox"/>	Motion (Voice Vote)	<input type="checkbox"/>	Resolution (Roll Call)	<input type="checkbox"/>	Discussion
<input type="checkbox"/>	Ordinance 1 <sup>st</sup> Reading (Introduction only)	<input type="checkbox"/>	Set Public Hearing (Motion)	<input type="checkbox"/>	Information Only
<input type="checkbox"/>	Ordinance 2 <sup>nd</sup> Reading (Roll call)	<input type="checkbox"/>	Hold Public Hearing (Motion to close)	<input type="checkbox"/>	

RECOMMENDED ACTION BY:

<input checked="" type="checkbox"/>	City Staff	<input type="checkbox"/>	Board	<input checked="" type="checkbox"/>	Commission	<input type="checkbox"/>	Committee
-------------------------------------	------------	--------------------------	-------	-------------------------------------	------------	--------------------------	-----------

<input type="checkbox"/>	Issuance	<input checked="" type="checkbox"/>	Approval	<input type="checkbox"/>	Authorization	<input type="checkbox"/>	No recommendation
<input type="checkbox"/>	Denial	<input type="checkbox"/>	Rejection	<input type="checkbox"/>	No action needed	<input type="checkbox"/>	

**STATEMENT:** The City currently has a lease with AT&T to operate their cell tower equipment on the City's water tower located at 601 S. State Street adjacent to Arby's. AT&T and their consultant have requested a fourth amendment to the existing lease to extend the current term and amend the lease amount.

	<u>Current lease</u>	<u>Amended lease</u>
Monthly payment	\$2,791.36	\$2,791.36
Annual escalation	4%	15% every 5 years
Term expiration	9/22/22	10/1/20 with option for (5) 5-year extensions

This amendment was reviewed by the Public Utilities Commission and they are recommending approval.

**MOTION:** To approve the fourth amendment to the equipment location lease with AT&T.

**VOTE REQUIRED:** Majority

**ATTACHMENTS:**

1. Fourth amendment to lease
- 2.

\*\*\*\*\*

Council Action: \_\_\_\_\_ Date: \_\_\_\_\_

Cell Site No.: MPLSMN3814  
Cell Site Name: ZOD\_RCC\_MN\_FAIRMONTDT  
Fixed Asset No.: 10138491  
Market: ND / SD / NE / MN / IA  
Address: 601 State Street

#### FOURTH AMENDMENT TO EQUIPMENT LOCATION LEASE

THIS FOURTH AMENDMENT TO EQUIPMENT LOCATION LEASE ("**Fourth Amendment**"), dated as of the latter of the signature dates below (the "**Effective Date**"), is by and between the City of Fairmont, a Minnesota Charter City, having a mailing address of 100 Downtown Plaza, Fairmont, MN 56031 (hereinafter referred to as "**Lessor**"), and New Cingular Wireless PCS, LLC, a Delaware limited liability company, having a mailing address of 575 Morosgo Drive NE, Atlanta, GA 30324 (hereinafter referred to as "**Lessee**").

**WHEREAS**, Lessor and Lessee (or its respective predecessor-in-interest) entered into an Equipment Location Lease dated September 23, 2002 ("**Original Agreement**"), as amended by Amendment to Equipment Location Lease Agreement dated October 20, 2004 ("**First Amendment**"), as amended by Second Amendment to Equipment Location Lease dated April 4, 2012 ("**Second Amendment**"), as amended by Third Amendment to Equipment Location Lease dated August 22, 2014 ("**Third Amendment**") (the Original Agreement, First Amendment, Second Amendment, and Third Amendment are collectively referred to herein as, the "**Agreement**"), whereby Lessor leased to Lessee certain premises ("**Premises**"), therein described, that are a portion of the property ("**Property**") located at 601 State Street, Fairmont, MN; and

**WHEREAS**, the term of the Agreement will expire on September 23, 2022, and the parties mutually desire to renew the Agreement, memorialize such renewal period and modify the Agreement in certain other respects, all on the terms and conditions contained herein; and

**WHEREAS**, Lessor and Lessee desire to amend the Agreement to extend the term of the Agreement; and

**WHEREAS**, Lessor and Lessee desire to amend the Agreement to adjust the Rent (as defined below) in conjunction with the modifications to the Agreement contained herein; and

**WHEREAS**, Lessor and Lessee desire to amend the Agreement to modify the notice section thereof; and

**WHEREAS**, Lessor and Lessee desire to amend the Agreement to permit Lessee to add, modify and/or replace equipment in order to be in compliance with any current or future federal, state or local mandated application, including but not limited to emergency 911 communication services; and

**WHEREAS**, Lessor and Lessee desire to amend the Agreement to clarify scope of Lessee's permitted use of the Premises; and

**WHEREAS**, Lessor and Lessee desire to amend the Agreement to provide Lessee the right to enlarge the Premises; and

Cell Site No.: MPLSMN3814  
Cell Site Name: ZOD\_RCC\_MN\_FAIRMONTDT  
Fixed Asset No.: 10138491  
Market: ND / SD / NE / MN / IA  
Address: 601 State Street

**WHEREAS**, Lessor and Lessee, in their mutual interest, wish to amend the Agreement as set forth below accordingly.

**NOW THEREFORE**, in consideration of the foregoing and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Lessor and Lessee agree that the recitals set forth above are incorporated herein as if set forth in their entirety and further agree as follows:

1. **Extension of Term.** The term of the Agreement shall be extended to provide that the Agreement has a new initial term of five (5) years ("**New Initial Term**") commencing on October 1, 2015 ("**New Term Commencement Date**"). As of the New Term Commencement Date, the term provided in the Agreement and any extensions thereof, as applicable, shall be void and of no further force and consequence. The Agreement will automatically renew, commencing on the expiration of the New Initial Term, for up to five (5) separate consecutive additional periods of five (5) years each (each such five (5) year additional period is hereinafter referred to as an "**Additional Extension Term**" and each such Additional Extension Term shall be considered an Extension Term under the Agreement), upon the same terms and conditions of the Agreement, as amended herein, without further action by Lessee unless Lessee notifies Lessor in writing of Lessee's intention not to renew the Agreement at least sixty (60) days prior to the expiration of the then current Additional Extension Term. The New Initial Term, the Additional Extension Term are collectively referred to as the Term ("**Term**").

2. **Rent.** Commencing on October 1, 2015, the current rent payable under the Agreement shall be Two Thousand Seven Hundred Ninety-One and 36/100 Dollars (\$2,791.36) per month (the "**Rent**"), and shall continue during the Term, subject to adjustment as provided herein. Section 1.9 of the Original Agreement and Section 2 of the Second Amendment shall be amended to provide that Rent shall be adjusted as follows: commencing on October 1, 2020, and each Additional Extension Term exercised thereafter, the monthly Rent will increase by fifteen percent (15%) over the Rent paid during the previous Term.

3. **Expansion of Permitted Use.** Lessee may use the Premises for the transmission and reception of any and all communications signals and may, at no additional cost or expense, modify, supplement, replace, upgrade, expand, or refurbish the equipment and/or improvements thereon (collectively, "**Communications Facility**"), including but not limited to the number and type(s) of antennas, or relocate the same within the Premises at any time during the term of the Agreement for any reason, so long as these changes do not exceed the structural capacity of the tower/structure at this height, or at Lessee's sole expense upgrade the structural capacity, or in order to be in compliance with any current or future federal, state, or local mandated application, including but not limited to emergency 911 communication services, or for any other reason. Lessee may operate the Communications Facility at any frequency for which it has all requisite licenses and permits so long as these frequencies do not cause an interference issue with an existing lawfully installed and properly operated lessee on the tower/structure. Lessor shall reasonably cooperate in obtaining governmental and other use permits or approvals necessary or desirable for the foregoing permitted use. If Lessor does not comply with the terms of this section, in addition to any other rights it may have at law, Lessee may terminate the Agreement and shall have no further liability to Lessor. If

Cell Site No.: MPLSMN3814  
Cell Site Name: ZOD\_RCC\_MN\_FAIRMONTDT  
Fixed Asset No.: 10138491  
Market: ND / SD / NE / MN / IA  
Address: 601 State Street

Lessor does not comply with the terms of this section, Lessee will have the right to exercise any and all rights available to it under law and equity, including the right to cure Lessor's default and to deduct the costs of such cure from any monies due to Lessor from Lessee.

4. **Rental Stream Offer.** If at any time after the date of this Fourth Amendment, Lessor receives a bona fide written offer from a third party seeking an assignment or transfer of the Rent payments associated with the Agreement ("**Rental Stream Offer**"), Lessor shall immediately furnish Lessee with a copy of the Rental Stream Offer. Lessee shall have the right within ninety (90) days after it receives such copy to match the Rental Stream Offer and agree in writing to match the terms of the Rental Stream Offer. Such writing shall be in the form of a contract substantially similar to the Rental Stream Offer. If Lessee chooses not to exercise this right or fails to provide written notice to Lessor within the ninety (90) day period, Lessor may assign the right to receive Rent payments pursuant to the Rental Stream Offer, subject to the terms of the Agreement. If Lessor attempts to assign or transfer Rent payments without complying with this Section, the assignment or transfer shall be void. Lessee shall not be responsible for any failure to make payments under the Agreement and reserves the right to hold payments due under the Agreement until Lessor complies with this Section.

~~5. **Expansion of the Premises.** Lessor grants, to the extent practicable and on a space available basis, the Lessee the right to enlarge the Premises or the Lessor shall make space available on the Property for Lessee so that Lessee or its authorized sublessees may implement any necessary modifications, supplements, replacements, refurbishments, or expansions to the Communications Facility or to any equipment related thereto, or for any other reasons, as determined by Lessee in its sole discretion. Should Lessee exercise the right to expand the Premises, Lessee will pay and Lessor will accept as additional Rent under the Agreement an amount equal to the then current Rent calculated on a per square foot basis as multiplied by each additional square foot added to the Premises. Upon notice to Lessor, a description and/or depiction of the modified Premises ground will become part of the Agreement without any additional action on the part of Lessee and Lessor; however, at the request of Lessee, the parties will execute a Memorandum of Agreement in recordable form memorializing the modification of the ground space of Lessor's Property, which either party may record at its option.~~

6. **Charges.** All charges payable under the Agreement such as utilities and taxes shall be billed by Lessor within one (1) year from the end of the calendar year in which the charges were incurred; any charges beyond such period shall not be billed by Lessor, and shall not be payable by Lessee. The foregoing shall not apply to monthly rent which is due and payable without a requirement that it be billed by Lessor. The provisions of this subparagraph shall survive the termination or expiration of the Agreement.

7. **Acknowledgement.** Lessor acknowledges that: 1) this Fourth Amendment is entered into of the Lessor's free will and volition; 2) Lessor has read and understands this Fourth Amendment and the underlying Agreement and, prior to execution of this Fourth Amendment, was free to consult with counsel of its choosing regarding Lessor's decision to enter into this Fourth Amendment and to have counsel review the terms and conditions of this Fourth Amendment; 3) Lessor has been advised and is informed that should Lessor not enter into this Fourth Amendment,

Cell Site No.: MPLSMN3814  
Cell Site Name: ZOD\_RCC\_MN\_FAIRMONTDT  
Fixed Asset No.: 10138491  
Market: ND / SD / NE / MN / IA  
Address: 601 State Street

the underlying Agreement between Lessor and Lessee, including any termination or non-renewal provision therein, would remain in full force and effect.

8. **Notices.** Section 13 of the Agreement is hereby deleted in its entirety and replaced with the following:

“(a) NOTICES. All notices, requests, demands and communications hereunder will be given by first class certified or registered mail, return receipt requested, or by a nationally recognized overnight courier, postage prepaid, to be effective when properly sent and received, refused or returned undelivered. Notices will be addressed to the parties as follows:

If to Lessee:

New Cingular Wireless PCS, LLC  
Attn: Network Real Estate Administration  
Re: Cell Site # MPLSMN3814  
Cell Site Name: ZOD\_RCC\_MN\_FAIRMONTDT (MN); Fixed Asset No.: 10138491  
575 Morosgo Drive NE  
Atlanta, GA 30324

With a required copy of the notice sent to the address above to AT&T Legal at:

New Cingular Wireless PCS, LLC  
Attn: AT&T Legal Department  
Re: Cell Site # MPLSMN3814  
Cell Site Name ZOD\_RCC\_MN\_FAIRMONTDT (MN); Fixed Asset No: 10138491  
208 S. Akard Street  
Dallas, Texas, 75202-4206

A copy sent to the Legal Department is an administrative step which alone does not constitute legal notice.

And as to Lessor:

City of Fairmont  
100 Downtown Plaza  
Fairmont, MN 56031

(b) In the event of a change in ownership, transfer or sale of the Property, within ten (10) days of such transfer, Lessor will send the below documents to Lessee. In the event Lessee does not receive such appropriate documents, Lessee shall not be responsible for any failure to pay the current landlord

- (i) New deed to Property
- (ii) New W-9
- (iii) New Payment Direction Form

Cell Site No.: MPLSMN3814  
Cell Site Name: ZOD\_RCC\_MN\_FAIRMONTDT  
Fixed Asset No.: 10138491  
Market: ND / SD / NE / MN / IA  
Address: 601 State Street

(iv) Full contact information for new Lessor including all phone numbers

Either party hereto may change the place for the giving of notice to it by thirty (30) days prior written notice to the other as provided herein."

9. **Memorandum of Agreement.** Either party will, at any time upon fifteen (15) days prior written notice from the other, execute, acknowledge and deliver to the other a recordable Memorandum of Agreement substantially in the form of the Attachment 1. Either party may record this memorandum at any time, in its absolute discretion.

10. **Other Terms and Conditions Remain.** In the event of any inconsistencies between the Agreement and this Fourth Amendment, the terms of this Fourth Amendment shall control. Except as expressly set forth in this Fourth Amendment, the Agreement otherwise is unmodified and remains in full force and effect. Each reference in the Agreement to itself shall be deemed also to refer to this Fourth Amendment.

11. **Capitalized Terms.** All capitalized terms used but not defined herein shall have the same meanings as defined in the Agreement.

[NO MORE TEXT ON THIS PAGE - SIGNATURES TO FOLLOW ON NEXT PAGE]

Cell Site No.: MPLSMN3814  
Cell Site Name: ZOD\_RCC\_MN\_FAIRMONTDT  
Fixed Asset No.: 10138491  
Market: ND / SD / NE / MN / IA  
Address: 601 State Street

IN WITNESS WHEREOF, the parties have caused their properly authorized representatives to execute this Fourth Amendment on the dates set forth below.

LESSOR:

City of Fairmont,  
a Minnesota Charter City

LESSEE:

New Cingular Wireless PCS, LLC,  
a Delaware limited liability company

By: AT&T Mobility Corporation  
Its: Manager

By: \_\_\_\_\_  
Randy J. Quiring, Mayor

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

By: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

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

[ACKNOWLEDGMENTS APPEAR ON THE NEXT PAGE]

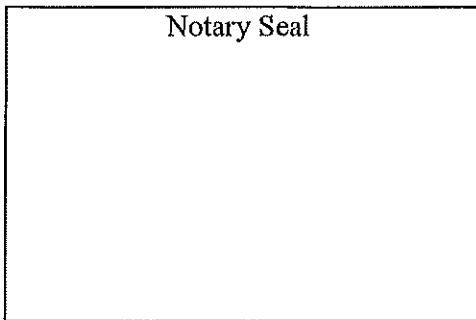
Cell Site No.: MPLSMN3814  
Cell Site Name: ZOD\_RCC\_MN\_FAIRMONTDT  
Fixed Asset No.: 10138491  
Market: ND / SD / NE / MN / IA  
Address: 601 State Street

**LESSOR ACKNOWLEDGEMENT**

STATE OF \_\_\_\_\_ )  
 ) SS.  
COUNTY OF \_\_\_\_\_ )

I certify that I know or have satisfactory evidence that **Randy J. Quiring** is the person who appeared before me, and said person acknowledged that said person signed this instrument, on oath stated that said person was authorized to execute the instrument and acknowledged it as the **Mayor** of the **City of Fairmont**, a Minnesota Charter City, to be the free and voluntary act of such party for the uses and purposes mentioned in the instrument.

DATED: \_\_\_\_\_.



\_\_\_\_\_  
(Signature of Notary)

\_\_\_\_\_  
(Legibly Print or Stamp Name of Notary)  
Notary Public in and for the State of

\_\_\_\_\_  
My appointment expires: \_\_\_\_\_



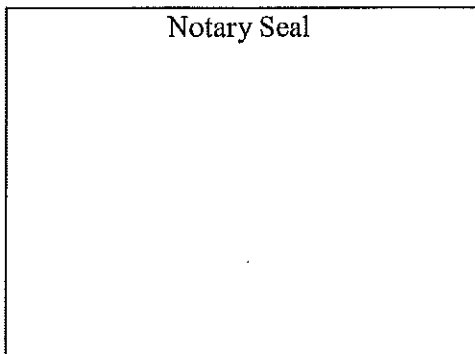
Cell Site No.: MPLSMN3814  
Cell Site Name: ZOD\_RCC\_MN\_FAIRMONTDT  
Fixed Asset No.: 10138491  
Market: ND / SD / NE / MN / IA  
Address: 601 State Street

**LESSEE ACKNOWLEDGEMENT**

STATE OF \_\_\_\_\_ )  
 ) SS.  
COUNTY OF \_\_\_\_\_ )

I certify that I know or have satisfactory evidence that \_\_\_\_\_  
is the person who appeared before me, and said person acknowledged that he/she signed this  
instrument, on oath stated that he/she was authorized to execute the instrument and acknowledged  
it as the \_\_\_\_\_ of AT&T Mobility Corporation, the  
Manager of **New Cingular Wireless PCS, LLC, a Delaware limited liability company**, to be  
the free and voluntary act of such party for the uses and purposes mentioned in the instrument.

DATED: \_\_\_\_\_.



\_\_\_\_\_  
(Signature of Notary)

\_\_\_\_\_  
(Legibly Print or Stamp Name of Notary)  
Notary Public in and for the State of \_\_\_\_\_

My appointment expires: \_\_\_\_\_

**CITY OF FAIRMONT----AGENDA CONTROL SHEET----AGENDA ITEM NO. 15.1****MEETING DATE:** April 27, 2015**SUBJECT:** Accounts Payable**REVIEWED BY:** Mike Humpal, CEcD, City Administrator **SUBJECT INITIATION BY:**

<input type="checkbox"/>	Petition	<input type="checkbox"/>	Board	<input checked="" type="checkbox"/>	Staff	<input type="checkbox"/>	Council	<input type="checkbox"/>	Commission	<input type="checkbox"/>	Committee
--------------------------	----------	--------------------------	-------	-------------------------------------	-------	--------------------------	---------	--------------------------	------------	--------------------------	-----------

**SUBJECT BACKGROUND:** Paul Hoye, Finance Director**INTRODUCED BY:** Mike Humpal, CEcD, City Administrator**COUNCIL LIAISON:****TYPE OF ACTION:**

<input checked="" type="checkbox"/>	Motion (Voice Vote)	<input type="checkbox"/>	Resolution (Roll Call)	<input type="checkbox"/>	Discussion
<input type="checkbox"/>	Ordinance 1 <sup>st</sup> Reading (Introduction only)	<input type="checkbox"/>	Set Public Hearing (Motion)	<input type="checkbox"/>	Information Only
<input type="checkbox"/>	Ordinance 2 <sup>nd</sup> Reading (Roll call)	<input type="checkbox"/>	Hold Public Hearing (Motion to close)	<input type="checkbox"/>	

**RECOMMENED ACTION BY:**

<input checked="" type="checkbox"/>	City Staff	<input type="checkbox"/>	Board	<input type="checkbox"/>	Commission	<input type="checkbox"/>	Committee
-------------------------------------	------------	--------------------------	-------	--------------------------	------------	--------------------------	-----------

<input type="checkbox"/>	Issuance	<input checked="" type="checkbox"/>	Approval	<input type="checkbox"/>	Authorization	<input type="checkbox"/>	No recommendation
<input type="checkbox"/>	Denial	<input type="checkbox"/>	Rejection	<input type="checkbox"/>	No action needed	<input type="checkbox"/>	

**STATEMENT:** The bills for the month of April 2015 are attached for Council approval.**MOTION:** To approve payment of the April, 2015 bills.**VOTE REQUIRED:****ATTACHMENTS:**

1. Bills
- 2.
- 3

\*\*\*\*\*

Council Action: \_\_\_\_\_ Date: \_\_\_\_\_

# Accounts Payable Check Approval List - City Council

From: 03/25/2015

To: 04/28/2015



<u>Vendor</u>	<u>Department</u>	<u>Description</u>	<u>Amount</u>	<u>Check Number</u>	<u>Check Date</u>
<b><u>A.T &amp; T</u></b>					
A T & T	Library	Telephone - Martin County Library	72.14	122276	04/13/2015
	<b>Total for</b>	<b>A T &amp; T</b>	<b>72.14</b>		
<b><u>A.H. Hermel Company</u></b>					
A.H. Hermel Company	Liquor - Mdse for Resale	Pop/Mix	287.10	122253	04/10/2015
A.H. Hermel Company	Liquor - Mdse for Resale	Misc	98.32	122253	04/10/2015
A.H. Hermel Company	Liquor - Mdse for Resale	Freight	7.90	122253	04/10/2015
A.H. Hermel Company	Liquor Store	Office Supplies	302.62	122253	04/10/2015
	<b>Total for</b>	<b>A.H. Hermel Company</b>	<b>695.94</b>		
<b><u>Abbey, Cameron</u></b>					
Abbey, Cameron	Fire Training	Reimburse 3-2-15 to 3-28-15 Training	100.63	122254	04/10/2015
	<b>Total for</b>	<b>Abbey, Cameron</b>	<b>100.63</b>		
<b><u>Airgas USA, LLC</u></b>					
Airgas USA, LLC	Central Garage	Shop Materials	483.97	122109	03/25/2015
	<b>Total for</b>	<b>Airgas USA, LLC</b>	<b>483.97</b>		
<b><u>Alpha Wireless Communications</u></b>					
Alpha Wireless Communications Co.	Crime Control & Investigation	Maintenance 2-1-2015 to 5-1-2015	513.00	122347	04/15/2015
	<b>Total for</b>	<b>Alpha Wireless Communications</b>	<b>513.00</b>		
<b><u>American Pest Control</u></b>					
American Pest Control	General Government Buildings	Service - Senior Citizens Center	50.00	122394	04/28/2015
American Pest Control	Fire Fighting	Service - Fire Hall	65.00	122394	04/28/2015
American Pest Control	Airport	Service - Airport	56.00	122394	04/28/2015
	<b>Total for</b>	<b>American Pest Control</b>	<b>171.00</b>		
<b><u>American Welding &amp; Gas</u></b>					
American Welding & Gas	Paved Streets	Maint Supplies	75.54	122395	04/28/2015
American Welding & Gas	Central Garage	Shop Materials	21.90	122395	04/28/2015
	<b>Total for</b>	<b>American Welding &amp; Gas</b>	<b>97.44</b>		
<b><u>AmeriPride Services Inc.</u></b>					
AmeriPride Services Inc.	Paved Streets	Cleaning Supplies - Street	115.90	122277	04/13/2015
AmeriPride Services Inc.	Parks	Cleaning Supplies - Park	16.37	122277	04/13/2015
AmeriPride Services Inc.	Central Garage	Uniforms	15.16	122110	03/25/2015
AmeriPride Services Inc.	Central Garage	Uniforms	15.16	122277	04/13/2015
AmeriPride Services Inc.	Central Garage	Uniforms	15.99	122396	04/28/2015
AmeriPride Services Inc.	Central Garage	Uniforms	15.16	122396	04/28/2015
	<b>Total for</b>	<b>AmeriPride Services Inc.</b>	<b>193.74</b>		
<b><u>Applied Concepts, Inc.</u></b>					
Applied Concepts, Inc.	Crime Control & Investigation	Equipment Parts - PD	60.00	122348	04/15/2015
	<b>Total for</b>	<b>Applied Concepts, Inc.</b>	<b>60.00</b>		
<b><u>Arctic Glacier USA, Inc.</u></b>					
Arctic Glacier USA, Inc.	Liquor - Mdse for Resale	Ice	51.70	122255	04/10/2015
Arctic Glacier USA, Inc.	Liquor - Mdse for Resale	Ice	83.10	122255	04/10/2015
Arctic Glacier USA, Inc.	Liquor - Mdse for Resale	Ice	92.90	122255	04/10/2015

# Accounts Payable Check Approval List - City Council

From: 03/25/2015

To: 04/28/2015



<u>Vendor</u>	<u>Department</u>	<u>Description</u>	<u>Amount</u>	<u>Check Number</u>	<u>Check Date</u>
<b>Total for Arctic Glacier USA, Inc.</b>			<b>227.70</b>		
<b><u>Arneson Distributing Company</u></b>					
Arneson Distributing Company	Liquor - Mdse for Resale	Beer	1,364.20	122379	04/17/2015
Arneson Distributing Company	Liquor - Mdse for Resale	Beer	1,814.30	122256	04/10/2015
<b>Total for Arneson Distributing Company</b>			<b>3,178.50</b>		
<b><u>Arnold Motor Supply</u></b>					
Arnold Motor Supply	Central Garage	Shop Materials	29.88	122397	04/28/2015
Arnold Motor Supply	Central Garage	Equipment Parts	8.30	122397	04/28/2015
<b>Total for Arnold Motor Supply</b>			<b>38.18</b>		
<b><u>Atzenhoefer, Bob</u></b>					
Atzenhoefer, Bob	Fire Fighting	Reimburse Expenses 4-10-15 & 4-12-15 State Fire School	33.76	0	04/17/2015
Atzenhoefer, Bob	Fire Training	Reimburse 3-20-15 Hostile Response Mankato	365.70	0	03/25/2015
<b>Total for Atzenhoefer, Bob</b>			<b>399.46</b>		
<b><u>Austin, Ben</u></b>					
Austin, Ben	Paved Streets	Reimburse - Safety Shoes	173.95	122111	03/25/2015
<b>Total for Austin, Ben</b>			<b>173.95</b>		
<b><u>B &amp; B Gas Piping Plus, LLC &amp;</u></b>					
B & B Gas Piping Plus, LLC &	Non-departmental	RLF Loan	75,000.00	122380	04/17/2015
<b>Total for B &amp; B Gas Piping Plus, LLC &amp;</b>			<b>75,000.00</b>		
<b><u>B &amp; F Fastener Supply</u></b>					
B & F Fastener Supply	Parks	Soccer Bleachers	20.70	122398	04/28/2015
B & F Fastener Supply	Parks	Soccer Bleachers	8.81	122398	04/28/2015
B & F Fastener Supply	Parks	Equipment Parts	127.20	122398	04/28/2015
B & F Fastener Supply	Parks	Equipment Parts	12.42	122112	03/25/2015
<b>Total for B &amp; F Fastener Supply</b>			<b>169.13</b>		
<b><u>B &amp; H Photo - Video</u></b>					
B & H Photo - Video	Crime Control & Investigation	Tactical Forces - Estherville Iowa PD	489.00	122139	04/01/2015
<b>Total for B &amp; H Photo - Video</b>			<b>489.00</b>		
<b><u>Becker Arena Products, Inc.</u></b>					
Becker Arena Products, Inc.	Parks	Park Equipment	3,542.72	122278	04/13/2015
<b>Total for Becker Arena Products, Inc.</b>			<b>3,542.72</b>		
<b><u>Beletti, Mike</u></b>					
Beletti, Mike	Police Training	Reimburse 3-17 to 3-19-15 BCA Training St. Paul.	338.95	122113	03/25/2015
<b>Total for Beletti, Mike</b>			<b>338.95</b>		
<b><u>Bellboy Corporation</u></b>					
Bellboy Corporation	Liquor - Mdse for Resale	Freight	51.16	122257	04/10/2015
Bellboy Corporation	Liquor - Mdse for Resale	Liquor	2,596.90	122257	04/10/2015
Bellboy Corporation	Liquor - Mdse for Resale	Merchandise	248.62	122257	04/10/2015
Bellboy Corporation	Liquor - Mdse for Resale	Wine	136.00	122257	04/10/2015
<b>Total for Bellboy Corporation</b>			<b>3,032.68</b>		
<b><u>Bevcomm Inc</u></b>					
Bevcomm Inc	City Manager	Telephone	58.38	122399	04/28/2015
Bevcomm Inc	Director of Finance	Telephone	36.58	122399	04/28/2015

# Accounts Payable Check Approval List - City Council

From: 03/25/2015

To: 04/28/2015



<u>Vendor</u>	<u>Department</u>	<u>Description</u>	<u>Amount</u>	<u>Check Number</u>	<u>Check Date</u>
Bevcomm Inc	City Attorney	Telephone	2.49	122399	04/28/2015
Bevcomm Inc	Fire Fighting	Telephone	1.08	122399	04/28/2015
Bevcomm Inc	Building Inspection	Telephone	12.75	122399	04/28/2015
Bevcomm Inc	Liquor Store	Telephone	1.13	122399	04/28/2015
Bevcomm Inc	Airport	Telephone	3.24	122399	04/28/2015
Bevcomm Inc	Data Processing	Service/Support March 2015	57.80	122399	04/28/2015
Bevcomm Inc	Data Processing	Service/Support May 2014 to May 2015	3,985.00	122399	04/28/2015
Bevcomm Inc	Data Processing	Telephone	13.35	122399	04/28/2015
Bevcomm Inc	Animal Control	Telephone	48.24	122399	04/28/2015
Bevcomm Inc	Paved Streets	Telephone	7.28	122399	04/28/2015
Bevcomm Inc	Engineering	Telephone	9.63	122399	04/28/2015
Bevcomm Inc	Aquatic Park	Telephone	19.54	122399	04/28/2015
Bevcomm Inc	Parks	Telephone	2.27	122399	04/28/2015
Bevcomm Inc	Economic Development	Telephone	0.54	122399	04/28/2015
<b>Total for Bevcomm Inc</b>			<b>4,259.30</b>		
<b><u>Bloomquist</u></b>					
Bloomquist	City Attorney	Reimburse Telephone - March	110.00	0	04/01/2015
Bloomquist	City Attorney	Reimburse Telephone	110.00	0	04/28/2015
<b>Total for Bloomquist</b>			<b>220.00</b>		
<b><u>Bob's Repair &amp; Tow Inc</u></b>					
Bob's Repair & Tow Inc	Crime Control & Investigation	Tactical Forces Estherville PD	313.45	122279	04/13/2015
<b>Total for Bob's Repair &amp; Tow Inc</b>			<b>313.45</b>		
<b><u>Boekett Building Supply</u></b>					
Boekett Building Supply	Fire Fighting	Maint Building	583.46	122400	04/28/2015
Boekett Building Supply	Paved Streets	Sign Repair	8.80	122114	03/25/2015
Boekett Building Supply	Parks	Maint Supplies	111.99	122400	04/28/2015
Boekett Building Supply	Parks	Maint Supplies	7.83	122400	04/28/2015
Boekett Building Supply	Parks	Building Repair Supplies	43.98	122400	04/28/2015
Boekett Building Supply	Parks	Shop Materials	44.98	122114	03/25/2015
Boekett Building Supply	Parks	Maint Supplies	4.45	122114	03/25/2015
<b>Total for Boekett Building Supply</b>			<b>805.49</b>		
<b><u>Bolton &amp; Menk, Inc.</u></b>					
Bolton & Menk, Inc.	Paved Streets	Albion Ave Reconstruction 2014	1,417.00	122401	04/28/2015
Bolton & Menk, Inc.	Engineering	Service - Jan16, 2015 to Feb 23, 2015 Civil 3D CAD	2,442.50	122401	04/28/2015
Bolton & Menk, Inc.	Lake Restoration	Woodland Ave Bridge Channel	4,079.50	122401	04/28/2015
Bolton & Menk, Inc.	Lake Restoration	Hengen Street Basin Improvement	3,232.00	122401	04/28/2015
<b>Total for Bolton &amp; Menk, Inc.</b>			<b>11,171.00</b>		
<b><u>Borchardt, Doug</u></b>					
Borchardt, Doug	Fire Training	Reimburse Exp Fire School Rochester 4-10 to 4-12-15	988.12	0	04/28/2015
<b>Total for Borchardt, Doug</b>			<b>988.12</b>		
<b><u>Brolsma, Greg / Petty Cash</u></b>					
Brolsma, Greg / Petty Cash	Crime Control & Investigation	Office Supplies - PD	9.90	122140	04/01/2015
Brolsma, Greg / Petty Cash	Crime Control & Investigation	Gas Transport- PD	40.00	122140	04/01/2015

Accounts Payable  
Check Approval List - City Council

From: 03/25/2015 To: 04/28/2015



<u>Vendor</u>	<u>Department</u>	<u>Description</u>	<u>Amount</u>	<u>Check Number</u>	<u>Check Date</u>
<b>Total for Broisma, Greg / Petty Cash</b>			<b>49.90</b>		
<b><u>Bureau Of Criminal App.</u></b> Bureau Of Criminal App.	Police Training	CE Courses 2-13-15 & 3-18-15 James Tietje	360.00	122349	04/15/2015
<b>Total for Bureau Of Criminal App.</b>			<b>360.00</b>		
<b><u>BusinessWare Solutions</u></b> BusinessWare Solutions	Data Processing	Office Supplies/Service	177.46	122141	04/01/2015
<b>Total for BusinessWare Solutions</b>			<b>177.46</b>		
<b><u>Camp Ripley Mess Fund</u></b> Camp Ripley Mess Fund	Crime Control & Investigation	Tactical Forces - Lease #15-226	1,962.00	122142	04/01/2015
<b>Total for Camp Ripley Mess Fund</b>			<b>1,962.00</b>		
<b><u>Campbell, Ross</u></b> Campbell, Ross	Fire Training	Reimburse 3-14 to 3-30-15 Training	51.75	122258	04/10/2015
<b>Total for Campbell, Ross</b>			<b>51.75</b>		
<b><u>Car Parts Direct, LLC</u></b> Car Parts Direct, LLC	Parks	Vehicle Maint	85.00	122402	04/28/2015
<b>Total for Car Parts Direct, LLC</b>			<b>85.00</b>		
<b><u>Cardinal Fire Protection</u></b> Cardinal Fire Protection	Library	Annual Inspection - Martin County Library	69.99	122280	04/13/2015
<b>Total for Cardinal Fire Protection</b>			<b>69.99</b>		
<b><u>Cardmember Services</u></b> Cardmember Services	Director of Finance	Miscellaneous	228.00	122281	04/13/2015
Cardmember Services	Director of Finance	Dues	60.00	122281	04/13/2015
Cardmember Services	City Attorney	Supplies	255.00	122281	04/13/2015
Cardmember Services	Economic Development	Dues	625.00	122281	04/13/2015
Cardmember Services	Crime Control & Investigation	Office Accessories	1,840.22	122281	04/13/2015
Cardmember Services	Building Inspection	Travel	345.00	122281	04/13/2015
Cardmember Services	Urban Redevelopment & Housing	Miscellaneous	30.00	122281	04/13/2015
Cardmember Services	Economic Development	Supplies	245.46	122281	04/13/2015
<b>Total for Cardmember Services</b>			<b>3,628.68</b>		
<b><u>Carlson, Roger</u></b> Carlson, Roger	Fire Training	Reimburse - Fire Training Indianapolis, 4-20 to 4-25-15	700.00	0	04/01/2015
<b>Total for Carlson, Roger</b>			<b>700.00</b>		
<b><u>Carquest Auto Parts Stores</u></b> Carquest Auto Parts Stores	Crime Control & Investigation	Maint Vehicles	5.97	122403	04/28/2015
Carquest Auto Parts Stores	Fire Fighting	Maint Vehicles	7.78	122403	04/28/2015
Carquest Auto Parts Stores	Ice & Snow Removal	Maint Vehicles	11.18	122403	04/28/2015
Carquest Auto Parts Stores	Road & Bridge Equipment	Maint Vehicles	245.81	122403	04/28/2015
Carquest Auto Parts Stores	Road & Bridge Equipment	Maint Vehicles	4.10	122403	04/28/2015
Carquest Auto Parts Stores	Road & Bridge Equipment	Maint Vehicles	24.40	122403	04/28/2015
Carquest Auto Parts Stores	Central Garage	Maint Vehicles	27.24	122403	04/28/2015
Carquest Auto Parts Stores	Engineering	Maint Vehicles	4.74	122403	04/28/2015
Carquest Auto Parts Stores	Parks	Maint Vehicles	26.97	122403	04/28/2015
Carquest Auto Parts Stores	Parks	Maint Vehicles	88.10	122403	04/28/2015

# Accounts Payable Check Approval List - City Council

From: 03/25/2015

To: 04/28/2015



<u>Vendor</u>	<u>Department</u>	<u>Description</u>	<u>Amount</u>	<u>Check Number</u>	<u>Check Date</u>
Carquest Auto Parts Stores	Parks	Maint Vehicles	3.67	122403	04/28/2015
Carquest Auto Parts Stores	Storm Sewer Mnt	Maint Vehicles	7.46	122403	04/28/2015
Carquest Auto Parts Stores	Storm Sewer Mnt	Maint Vehicles	8.83	122403	04/28/2015
<b>Total for Carquest Auto Parts Stores</b>			<b>466.25</b>		
<u>Chain Of Lakes Pet Hospital</u>					
Chain Of Lakes Pet Hospital	Crime Control & Investigation	Animal Food & Supplies	273.56	122350	04/15/2015
<b>Total for Chain Of Lakes Pet Hospital</b>			<b>273.56</b>		
<u>City Of Estherville</u>					
City Of Estherville	Crime Control & Investigation	Tactical Forces - Freedom Munitions	1,564.60	122351	04/15/2015
<b>Total for City Of Estherville</b>			<b>1,564.60</b>		
<u>City Of Fairmont Petty Cash</u>					
City Of Fairmont Petty Cash	City Manager	Petty Cash - Misc. Supplies	20.19	122282	04/13/2015
City Of Fairmont Petty Cash	General Government Buildings	Petty Cash - Cleaning Supplies	16.13	122282	04/13/2015
City Of Fairmont Petty Cash	Building Inspection	Petty Cash - Car Wash	13.00	122282	04/13/2015
<b>Total for City Of Fairmont Petty Cash</b>			<b>49.32</b>		
<u>City of Sherburn</u>					
City of Sherburn	Fire Fighting	Annual E-Dispatch Fee - 2015	25.00	122404	04/28/2015
<b>Total for City of Sherburn</b>			<b>25.00</b>		
<u>Cleanrite Carpet Service, Inc.</u>					
Cleanrite Carpet Service, Inc.	General Government Buildings	Service City Hall - April 2015	579.00	122405	04/28/2015
Cleanrite Carpet Service, Inc.	Fire Fighting	Service Fire Hall- April 2015	369.00	122405	04/28/2015
Cleanrite Carpet Service, Inc.	Economic Development	Service Incubator Building - April 2015	80.00	122405	04/28/2015
<b>Total for Cleanrite Carpet Service, Inc.</b>			<b>1,028.00</b>		
<u>Community Education-Fairmont</u>					
Community Education-Fairmont	Other General Gov't	Donations to Civic Organizations	10,000.00	122406	04/28/2015
Community Education-Fairmont	Aquatic Park	Advertising - Aquatic Park	375.00	122283	04/13/2015
<b>Total for Community Education-Fairmont</b>			<b>10,375.00</b>		
<u>Concrete Grinding</u>					
Concrete Grinding	Paved Streets	Blacktop	500.00	122407	04/28/2015
<b>Total for Concrete Grinding</b>			<b>500.00</b>		
<u>Cowing, Tyler L</u>					
Cowing, Tyler L	Engineering	Reimburse 3-10 & 3-11-15 Conference	226.20	0	04/01/2015
Cowing, Tyler L	Engineering	Reimburse Training 3-30 to 4-1-15 MnDOT, Shoreview	459.27	0	04/13/2015
<b>Total for Cowing, Tyler L</b>			<b>685.47</b>		
<u>Crown Industries, Inc.</u>					
Crown Industries, Inc.	Airport	Maint Equipment - Airport	69.75	122408	04/28/2015
<b>Total for Crown Industries, Inc.</b>			<b>69.75</b>		
<u>Crysteel Truck Equipment Inc</u>					
Crysteel Truck Equipment Inc	Ice & Snow Removal	Maint Equipment	240.18	122409	04/28/2015
<b>Total for Crysteel Truck Equipment Inc</b>			<b>240.18</b>		
<u>Culligan Water of Fairmont</u>					
Culligan Water of Fairmont	Fire Fighting	Office Supplies - Fire Dept	22.25	122284	04/13/2015
<b>Total for Culligan Water of Fairmont</b>			<b>22.25</b>		

60.

Accounts Payable  
Check Approval List - City Council

From: 03/25/2015 To: 04/28/2015



<u>Vendor</u>	<u>Department</u>	<u>Description</u>	<u>Amount</u>	<u>Check Number</u>	<u>Check Date</u>
<b><u>D &amp; S Trophies</u></b>					
D & S Trophies	Fire Fighting	Supplies - Fire Dept	48.00	122285	04/13/2015
D & S Trophies	Parks	Uniforms - Park	48.00	122285	04/13/2015
		<b>Total for D &amp; S Trophies</b>	<b>96.00</b>		
<b><u>Dareld's Appliance</u></b>					
Dareld's Appliance	Parks	Microwave- Cedar Park Shelter	269.00	122410	04/28/2015
		<b>Total for Dareld's Appliance</b>	<b>269.00</b>		
<b><u>Denney</u></b>					
Denney	Crime Control & Investigation	Police Dept Postage - Applied Concepts	41.47	122411	04/28/2015
		<b>Total for Denney</b>	<b>41.47</b>		
<b><u>Diamond Vogel Paints</u></b>					
Diamond Vogel Paints	Paved Streets	Maint Supplies	8,681.85	122412	04/28/2015
		<b>Total for Diamond Vogel Paints</b>	<b>8,681.85</b>		
<b><u>Dlt Solutions, Inc</u></b>					
Dlt Solutions, Inc	Engineering	Support Contracts - Engineering	2,921.52	122143	04/01/2015
		<b>Total for Dlt Solutions, Inc</b>	<b>2,921.52</b>		
<b><u>Duininck</u></b>					
Duininck	Ice & Snow Removal	Sand & Salt	899.69	122413	04/28/2015
		<b>Total for Duininck</b>	<b>899.69</b>		
<b><u>Engineer Supply</u></b>					
Engineer Supply	Engineering	Eningeering Supplies	818.08	122286	04/13/2015
		<b>Total for Engineer Supply</b>	<b>818.08</b>		
<b><u>Equifax Credit Information</u></b>					
Equifax Credit Information	City Manager	Miscellaneous	42.24	122115	03/25/2015
		<b>Total for Equifax Credit Information</b>	<b>42.24</b>		
<b><u>Extreme Beverage,LLC</u></b>					
Extreme Beverage,LLC	Liquor - Mdse for Resale	Pop/Mix	104.70	122259	04/10/2015
		<b>Total for Extreme Beverage,LLC</b>	<b>104.70</b>		
<b><u>Fairmont Chamber of Commerce</u></b>					
Fairmont Chamber of Commerce	Workers Comp	2014 Employee Safety Awards	270.00	122287	04/13/2015
		<b>Total for Fairmont Chamber of Commerce</b>	<b>270.00</b>		
<b><u>Fairmont Convention &amp; Visitors B</u></b>					
Fairmont Convention & Visitors Bureau	CVB	Hotel Tax Feb due March 2015 \$8,452.15 less 5%	8,029.54	122144	04/01/2015
		<b>Total for Fairmont Convention &amp; Visitors B</b>	<b>8,029.54</b>		
<b><u>Fairmont Fire Relief Association</u></b>					
Fairmont Fire Relief Association	Fire Fighting	Fire Pension	1,000.00	122145	04/01/2015
		<b>Total for Fairmont Fire Relief Association</b>	<b>1,000.00</b>		
<b><u>Fairmont Ford</u></b>					
Fairmont Ford	Crime Control & Investigation	Equipment Parts	28.00	122353	04/15/2015
Fairmont Ford	Crime Control & Investigation	Equipment Maint. - PD	177.93	122353	04/15/2015
Fairmont Ford	Road & Bridge Equipment	Maint Equipment	136.39	122116	03/25/2015
Fairmont Ford	Road & Bridge Equipment	Vehicle Maint	1,318.86	122414	04/28/2015
Fairmont Ford	Parks	Vehicle Maint	120.10	122414	04/28/2015



# Accounts Payable Check Approval List - City Council

From: 03/25/2015

To: 04/28/2015



<u>Vendor</u>	<u>Department</u>	<u>Description</u>	<u>Amount</u>	<u>Check Number</u>	<u>Check Date</u>
<b>Total for Fairmont Ford</b>			<b>1,781.28</b>		
<b><u>Fairmont True Value</u></b>					
Fairmont True Value	Parks	Building Supplies	9.99	122415	04/28/2015
<b>Total for Fairmont True Value</b>			<b>9.99</b>		
<b><u>Federated Rural Electric Associat</u></b>					
Federated Rural Electric Association	Airport	Electric - Airport	81.88	122146	04/01/2015
<b>Total for Federated Rural Electric Associat</b>			<b>81.88</b>		
<b><u>Fleet &amp; Farm Supply</u></b>					
Fleet & Farm Supply	Library	Building Supplies & Office/Shop Materials	13.24	122416	04/28/2015
Fleet & Farm Supply	Crime Control & Investigation	Building Supplies & Office/Shop Materials	47.99	122416	04/28/2015
Fleet & Farm Supply	Fire Fighting	Building Supplies & Office/Shop Materials	87.73	122416	04/28/2015
Fleet & Farm Supply	Paved Streets	Building Supplies & Office/Shop Materials	9.28	122416	04/28/2015
Fleet & Farm Supply	Paved Streets	Building Supplies & Office/Shop Materials	4.79	122416	04/28/2015
Fleet & Farm Supply	Paved Streets	Building Supplies & Office/Shop Materials	4.14	122416	04/28/2015
Fleet & Farm Supply	Parks	Building Supplies & Office/Shop Materials	61.09	122416	04/28/2015
Fleet & Farm Supply	Poetter's Circle	Building Supplies & Office/Shop Materials	11.99	122416	04/28/2015
Fleet & Farm Supply	Storm Sewer Mnt	Building Supplies & Office/Shop Materials	71.98	122416	04/28/2015
Fleet & Farm Supply	Liquor Store	Building Supplies & Office/Shop Materials	29.83	122416	04/28/2015
Fleet & Farm Supply	Road & Bridge Equipment	Building Supplies & Office/Shop Materials	11.98	122416	04/28/2015
Fleet & Farm Supply	Parks	Building Supplies & Office/Shop Materials	43.98	122416	04/28/2015
Fleet & Farm Supply	Parks	Building Supplies & Office/Shop Materials	49.67	122416	04/28/2015
Fleet & Farm Supply	Parks	Building Supplies & Office/Shop Materials	205.00	122416	04/28/2015
Fleet & Farm Supply	Parks	Building Supplies & Office/Shop Materials	3.99	122416	04/28/2015
Fleet & Farm Supply	Parks	Building Supplies & Office/Shop Materials	51.96	122416	04/28/2015
<b>Total for Fleet &amp; Farm Supply</b>			<b>708.64</b>		
<b><u>Fleet Services Division</u></b>					
Fleet Services Division	Crime Control & Investigation	Monthly Lease - February 2015	3,487.65	122354	04/15/2015
Fleet Services Division	Crime Control & Investigation	Monthly Lease - January 2015	4,340.31	122354	04/15/2015
<b>Total for Fleet Services Division</b>			<b>7,827.96</b>		
<b><u>FleetPride</u></b>					
FleetPride	Ice & Snow Removal	Maint Equipment	357.35	122417	04/28/2015
FleetPride	Road & Bridge Equipment	Gear Core	-200.00	122417	04/28/2015
FleetPride	Road & Bridge Equipment	Maint Equipment	575.88	122417	04/28/2015
FleetPride	Airport	Maint Equipment	66.65	122417	04/28/2015
<b>Total for FleetPride</b>			<b>799.88</b>		
<b><u>Frontier Communications</u></b>					
Frontier Communications	City Manager	Telephone	196.05	122288	04/13/2015
Frontier Communications	Recording & Reporting	Telephone	90.52	122288	04/13/2015
Frontier Communications	Director of Finance	Telephone	75.44	122288	04/13/2015
Frontier Communications	City Attorney	Telephone	75.44	122288	04/13/2015
Frontier Communications	Planning & Zoning	Telephone	75.44	122288	04/13/2015
Frontier Communications	Library	Telephone - Martin County Library, Fairmont, Mn	337.28	122288	04/13/2015
Frontier Communications	Airport	Telephone - Airport	111.67	122288	04/13/2015

62.

# Accounts Payable Check Approval List - City Council

From: 03/25/2015

To: 04/28/2015



<u>Vendor</u>	<u>Department</u>	<u>Description</u>	<u>Amount</u>	<u>Check Number</u>	<u>Check Date</u>
Frontier Communications	Central Garage	Telephone	30.18	122288	04/13/2015
Frontier Communications	Data Processing	Internet Service 3-20 to 4-20-15	424.00	122147	04/01/2015
Frontier Communications	Paved Streets	Telephone	160.00	122288	04/13/2015
Frontier Communications	Engineering	Telephone	196.13	122288	04/13/2015
Frontier Communications	Parks	Telephone	88.70	122288	04/13/2015
Frontier Communications	Economic Development	Telephone	60.35	122288	04/13/2015
Frontier Communications	Liquor Store	Telephone	242.17	122288	04/13/2015
Frontier Communications	Airport	Telephone	117.75	122288	04/13/2015
Frontier Communications	Crime Control & Investigation	Telephone - PD	65.56	122355	04/15/2015
Frontier Communications	Crime Control & Investigation	Telephone - PD	1,318.88	122355	04/15/2015
Frontier Communications	Crime Control & Investigation	Telephone	45.26	122288	04/13/2015
Frontier Communications	Fire Fighting	Telephone	114.57	122288	04/13/2015
Frontier Communications	Building Inspection	Telephone	75.44	122288	04/13/2015
Frontier Communications	Animal Control	Telephone	131.80	122288	04/13/2015
<b>Total for Frontier Communications</b>			<b>4,032.63</b>		
<b><u>FullStack</u></b>					
FullStack	Crime Control & Investigation	Quarterly Website Subscription April, May, June 2015	255.00	122356	04/15/2015
FullStack	Crime Control & Investigation	Quarterly Website Subscription Jan, Feb, March, 2015	255.00	122356	04/15/2015
<b>Total for FullStack</b>			<b>510.00</b>		
<b><u>Gear Wash, LLC</u></b>					
Gear Wash, LLC	Fire Fighting	Maint Equipment - Fire Dept	779.82	122418	04/28/2015
<b>Total for Gear Wash, LLC</b>			<b>779.82</b>		
<b><u>Gemni Studios</u></b>					
Gemni Studios	Local Access	Local Access Channel - April 2015	550.00	122419	04/28/2015
<b>Total for Gemni Studios</b>			<b>550.00</b>		
<b><u>Gerhardt, Chris</u></b>					
Gerhardt, Chris	Police Training	Reimburse 3-25-15 St.Cloud Safety Course	163.03	122289	04/13/2015
<b>Total for Gerhardt, Chris</b>			<b>163.03</b>		
<b><u>GMS, Inc.</u></b>					
GMS, Inc.	Urban Redevelopment & Housing	License & Warranty March 2015	70.00	122290	04/13/2015
<b>Total for GMS, Inc.</b>			<b>70.00</b>		
<b><u>Graham Tire Company</u></b>					
Graham Tire Company	Parks	Tires - Park Dept	424.68	122420	04/28/2015
<b>Total for Graham Tire Company</b>			<b>424.68</b>		
<b><u>GS Direct, Inc.</u></b>					
GS Direct, Inc.	Engineering	Office Supplies - Engineering Dept	77.92	122421	04/28/2015
<b>Total for GS Direct, Inc.</b>			<b>77.92</b>		
<b><u>Hanratty Administrators</u></b>					
Hanratty Administrators	Health Insurance	Service Plan A Fees - March 2015	528.00	1774	04/14/2015
Hanratty Administrators	Flex Plan	Participant Fee April 2015	66.00	2655	04/13/2015
<b>Total for Hanratty Administrators</b>			<b>594.00</b>		
<b><u>Harstad, Douglas</u></b>					
Harstad, Douglas	Building Inspection	Renew ICC Certification	112.50	122422	04/28/2015

# Accounts Payable Check Approval List - City Council

From: 03/25/2015

To: 04/28/2015



<u>Vendor</u>	<u>Department</u>	<u>Description</u>	<u>Amount</u>	<u>Check Number</u>	<u>Check Date</u>
<b><u>Hefty Seed</u></b>		<b>Total for Harstad, Douglas</b>	<b>112.50</b>		
Hefty Seed	Parks	Landscaping Materials	120.00	122423	04/28/2015
		<b>Total for Hefty Seed</b>	<b>120.00</b>		
<b><u>Hermann</u></b>					
Hermann	Non-departmental	Refund Check	0.17	122180	04/10/2015
Hermann	Non-departmental	Refund Check	0.34	122180	04/10/2015
		<b>Total for Hermann</b>	<b>0.51</b>		
<b><u>Hertzke Constr.</u></b>					
Hertzke Constr.	Paved Streets	Sign Repair	88.80	122118	03/25/2015
Hertzke Constr.	Aquatic Park	Pool Bldg. Repair	284.20	122118	03/25/2015
Hertzke Constr.	Parks	Dock Repairs	359.70	122118	03/25/2015
Hertzke Constr.	Parks	Cedar Park Remodeling	9,202.57	122118	03/25/2015
		<b>Total for Hertzke Constr.</b>	<b>9,935.27</b>		
<b><u>Hilpipe</u></b>					
Hilpipe	Fire Training	Reimburse State Fire School, Mankato 3-7 & 3-8-15	251.19	122119	03/25/2015
		<b>Total for Hilpipe</b>	<b>251.19</b>		
<b><u>Hometown Sanitation Services, L</u></b>					
Hometown Sanitation Services, LLC	Liquor Store	Fairmont Liquor Store April 2015	40.00	122291	04/13/2015
		<b>Total for Hometown Sanitation Services, LI</b>	<b>40.00</b>		
<b><u>Hope Haven, Inc.</u></b>					
Hope Haven, Inc.	Engineering	Equipment - Engineering Dept	652.53	122424	04/28/2015
		<b>Total for Hope Haven, Inc.</b>	<b>652.53</b>		
<b><u>Humana</u></b>					
Humana	Health Insurance	Life Insurance - April 2015	320.40	1775	04/14/2015
		<b>Total for Humana</b>	<b>320.40</b>		
<b><u>Humpal</u></b>					
Humpal	City Manager	Reimburse Telephone	110.00	0	04/28/2015
Humpal	City Manager	Reimburse Expenses - 3-24 & 4-7 & 4-8-2015	94.96	0	04/28/2015
		<b>Total for Humpal</b>	<b>204.96</b>		
<b><u>Hunter</u></b>					
Hunter	Crime Control & Investigation	Reimburse Shooter Training/ERU Equipment	205.64	0	03/25/2015
Hunter	Police Training	Reimburse Shooter Training/ERU Equipment	303.83	0	03/25/2015
		<b>Total for Hunter</b>	<b>509.47</b>		
<b><u>I + S Group</u></b>					
I + S Group	Fire Fighting	Feasibility Study of Fire Station	625.00	122425	04/28/2015
I + S Group	Paved Streets	Feasibility Study of Public Works Facility	625.00	122425	04/28/2015
		<b>Total for I + S Group</b>	<b>1,250.00</b>		
<b><u>IACP</u></b>					
IACP	Police Administration	IACP Annual Dues	150.00	122357	04/15/2015
		<b>Total for IACP</b>	<b>150.00</b>		
<b><u>Interlaken Heritage Days</u></b>					
Interlaken Heritage Days	Other General Gov't	2015 Interlaken Heritage Days	6,000.00	122148	04/01/2015

64.

Accounts Payable  
Check Approval List - City Council

From: 03/25/2015 To: 04/28/2015



<u>Vendor</u>	<u>Department</u>	<u>Description</u>	<u>Amount</u>	<u>Check Number</u>	<u>Check Date</u>
<b>Total for Interlaken Heritage Days</b>			<b>6,000.00</b>		
<u>International Code Council</u>					
International Code Council	Building Inspection	Governmental Membership Dues #0200551	75.00	122120	03/25/2015
<b>Total for International Code Council</b>			<b>75.00</b>		
<u>International Municipal Lawyers A</u>					
International Municipal Lawyers Associatio	City Attorney	IMLA Membership 6-1-2015 to 5-31-2016	480.00	122292	04/13/2015
<b>Total for International Municipal Lawyers A</b>			<b>480.00</b>		
<u>J. H. Larson</u>					
J. H. Larson	Fire Fighting	Maint Buildings	95.00	122149	04/01/2015
J. H. Larson	Fire Fighting	Maint Buildings	19.65	122149	04/01/2015
J. H. Larson	Fire Fighting	Repairs Buildings	132.00	122293	04/13/2015
J. H. Larson	Fire Fighting	Repairs Buildings	26.00	122293	04/13/2015
J. H. Larson	Paved Streets	Repairs Buildings	376.12	122293	04/13/2015
J. H. Larson	Paved Streets	Repairs Buildings	24.50	122293	04/13/2015
J. H. Larson	Parks	Repairs Buildings	5.82	122293	04/13/2015
J. H. Larson	Parks	Repairs Buildings	24.51	122293	04/13/2015
J. H. Larson	Parks	Repairs Buildings	267.21	122293	04/13/2015
J. H. Larson	Parks	Maint Buildings	55.31	122426	04/28/2015
J. H. Larson	Parks	Maint Buildings	378.99	122426	04/28/2015
J. H. Larson	Parks	Maint Buildings	82.45	122426	04/28/2015
J. H. Larson	Parks	Equipment	59.73	122426	04/28/2015
J. H. Larson	Parks	Repairs Buildings	376.13	122293	04/13/2015
J. H. Larson	Parks	Repairs Buildings	31.65	122293	04/13/2015
<b>Total for J. H. Larson</b>			<b>1,955.07</b>		
<u>J. T. Services</u>					
J. T. Services	Paved Streets	Sign Repair	3,157.66	122150	04/01/2015
<b>Total for J. T. Services</b>			<b>3,157.66</b>		
<u>Jiffy-Jr. Products</u>					
Jiffy-Jr. Products	Paved Streets	Maint Supplies	279.12	122427	04/28/2015
Jiffy-Jr. Products	Parks	Maint Supplies	279.12	122427	04/28/2015
<b>Total for Jiffy-Jr. Products</b>			<b>558.24</b>		
<u>JJ Taylor Dist Of Mn</u>					
JJ Taylor Dist Of Mn	Liquor - Mdse for Resale	Beer	476.70	122260	04/10/2015
JJ Taylor Dist Of Mn	Liquor - Mdse for Resale	Beer	-101.60	122260	04/10/2015
JJ Taylor Dist Of Mn	Liquor - Mdse for Resale	Wine	108.00	122260	04/10/2015
JJ Taylor Dist Of Mn	Liquor - Mdse for Resale	Freight	3.00	122260	04/10/2015
JJ Taylor Dist Of Mn	Liquor - Mdse for Resale	Beer	771.30	122381	04/17/2015
JJ Taylor Dist Of Mn	Liquor - Mdse for Resale	Wine	90.00	122381	04/17/2015
JJ Taylor Dist Of Mn	Liquor - Mdse for Resale	Freight	3.00	122381	04/17/2015
<b>Total for JJ Taylor Dist Of Mn</b>			<b>1,350.40</b>		
<u>Johnson</u>					
Johnson	Culture & Rec Charges	Refund Shelter Rental from Cedar to Lincoln 6-15-15	25.00	122428	04/28/2015
<b>Total for Johnson</b>			<b>25.00</b>		

# Accounts Payable Check Approval List - City Council

From: 03/25/2015

To: 04/28/2015



<u>Vendor</u>	<u>Department</u>	<u>Description</u>	<u>Amount</u>	<u>Check Number</u>	<u>Check Date</u>
<b><u>Johnson Brothers Liquor</u></b>					
Johnson Brothers Liquor	Liquor - Mdse for Resale	Liquor	13,654.22	122261	04/10/2015
Johnson Brothers Liquor	Liquor - Mdse for Resale	Liquor	17,222.37	122382	04/17/2015
Johnson Brothers Liquor	Liquor - Mdse for Resale	Freight	559.59	122261	04/10/2015
Johnson Brothers Liquor	Liquor - Mdse for Resale	Wine	5,404.25	122382	04/17/2015
Johnson Brothers Liquor	Liquor - Mdse for Resale	Beer	541.00	122382	04/17/2015
Johnson Brothers Liquor	Liquor - Mdse for Resale	Pop/Mix	186.23	122382	04/17/2015
Johnson Brothers Liquor	Liquor - Mdse for Resale	Freight	484.05	122382	04/17/2015
Johnson Brothers Liquor	Liquor - Mdse for Resale	Wine	8,888.92	122261	04/10/2015
Johnson Brothers Liquor	Liquor - Mdse for Resale	Pop/Mix	234.21	122261	04/10/2015
		<b>Total for Johnson Brothers Liquor</b>	<b>47,174.84</b>		
<b><u>Johnston Autostores</u></b>					
Johnston Autostores	Central Garage	Shop Materials	73.51	122429	04/28/2015
		<b>Total for Johnston Autostores</b>	<b>73.51</b>		
<b><u>Kadmas, Lee &amp; Jackson, Inc.</u></b>					
Kadmas, Lee & Jackson, Inc.	Airport	Engineering Service - Reconstruct/Rehab Hangar	833.76	122151	04/01/2015
Kadmas, Lee & Jackson, Inc.	Airport	Engineering Service - Reconstruct/Rehab Hangar	1,671.06	122151	04/01/2015
Kadmas, Lee & Jackson, Inc.	Airport	Engineering Fees - Reconstruct/Rehab Hangar Taxi Lanes	2,779.25	122430	04/28/2015
		<b>Total for Kadmas, Lee &amp; Jackson, Inc.</b>	<b>5,284.07</b>		
<b><u>Kelly</u></b>					
Kelly	Police Training	Operating Supplies	158.76	0	04/15/2015
		<b>Total for Kelly</b>	<b>158.76</b>		
<b><u>LaMaack</u></b>					
LaMaack	Engineering	Reimburse Expenses - Recertification Bemidji	350.75	0	04/17/2015
		<b>Total for LaMaack</b>	<b>350.75</b>		
<b><u>Landscaping Plus Inc</u></b>					
Landscaping Plus Inc	Burton Lane	Service - March 2015 Burton Lane	95.00	122431	04/28/2015
Landscaping Plus Inc	Poetter's Circle	Service - March 2015 Poetter Circle	172.50	122431	04/28/2015
Landscaping Plus Inc	Incubator Building	Service - March 2015 Incubator	63.75	122431	04/28/2015
		<b>Total for Landscaping Plus Inc</b>	<b>331.25</b>		
<b><u>Lardy</u></b>					
Lardy	Parks	Reimburse - Shade Tree Short Course 3-17-15	348.31	0	03/25/2015
		<b>Total for Lardy</b>	<b>348.31</b>		
<b><u>League Of Mn Cities</u></b>					
League Of Mn Cities	Mayor & Council	2015 Annual Conference - Randy Quiring	325.00	122152	04/01/2015
League Of Mn Cities	Police Administration	Subscription - PATROL	85.00	122358	04/15/2015
League Of Mn Cities	Property/Liability Insurance	Workshop 4-2-15 - Sue Lynch	20.00	122432	04/28/2015
League Of Mn Cities	Property/Liability Insurance	Workshop 4-2-15 - Thomas Koeritz	20.00	122432	04/28/2015
		<b>Total for League Of Mn Cities</b>	<b>450.00</b>		
<b><u>League Of Mn Cities Ins</u></b>					
League Of Mn Cities Ins	Property/Liability Insurance	Claimant: Shawn Putney	2,437.53	122121	03/25/2015
League Of Mn Cities Ins	Property/Liability Insurance	Municipality CMC 37406 1-1-2015 to 1-1-2016	101,906.50	122294	04/13/2015
League Of Mn Cities Ins	Property/Liability Insurance	Municipality MEL 8375 1-1-2015 to 1-1-2016	22,152.00	122294	04/13/2015

666.

Accounts Payable  
Check Approval List - City Council

From: 03/25/2015 To: 04/28/2015



<u>Vendor</u>	<u>Department</u>	<u>Description</u>	<u>Amount</u>	<u>Check Number</u>	<u>Check Date</u>
League Of Mn Cities Ins	Property/Liability Insurance	Municipality LLC 2999 1-1-2015 to 1-1-2016	3,856.00	122294	04/13/2015
<b>Total for League Of Mn Cities Ins</b>			<b>130,352.03</b>		
<b><u>Lexis Nexis Risk Data</u></b>					
Lexis Nexis Risk Data	Crime Control & Investigation	1-1-2015 - 12-31-2015 Contract Fee	600.00	122359	04/15/2015
<b>Total for Lexis Nexis Risk Data</b>			<b>600.00</b>		
<b><u>LexisNexis,A Divisioin of Reed El</u></b>					
LexisNexis,A Divisioin of Reed Elsevier Inc.	City Attorney	March 2015	89.00	122433	04/28/2015
<b>Total for LexisNexis,A Divisioin of Reed El</b>			<b>89.00</b>		
<b><u>Locators &amp; Supplies, Inc</u></b>					
Locators & Supplies, Inc	Paved Streets	Maint Supplies	241.29	122434	04/28/2015
Locators & Supplies, Inc	Parks	Maint Supplies	170.01	122434	04/28/2015
Locators & Supplies, Inc	Parks	Maint Supplies	241.30	122434	04/28/2015
<b>Total for Locators &amp; Supplies, Inc</b>			<b>652.60</b>		
<b><u>Locher Bros, Inc</u></b>					
Locher Bros, Inc	Liquor - Mdse for Resale	Beer	11,605.70	122383	04/17/2015
Locher Bros, Inc	Liquor - Mdse for Resale	Beer	2,312.60	122383	04/17/2015
Locher Bros, Inc	Liquor - Mdse for Resale	Beer	5,740.60	122383	04/17/2015
Locher Bros, Inc	Liquor - Mdse for Resale	Pop/Mix	16.50	122383	04/17/2015
Locher Bros, Inc	Liquor - Mdse for Resale	Beer	1,418.26	122383	04/17/2015
Locher Bros, Inc	Liquor - Mdse for Resale	Beer	31,750.72	122262	04/10/2015
Locher Bros, Inc	Liquor - Mdse for Resale	Pop/Mix	206.00	122262	04/10/2015
<b>Total for Locher Bros, Inc</b>			<b>53,050.38</b>		
<b><u>MacQueen Equipment, Inc.</u></b>					
MacQueen Equipment, Inc.	Storm Sewer Mnt	Equipment Maint	350.47	122435	04/28/2015
MacQueen Equipment, Inc.	Storm Sewer Mnt	Equipment Maint	247.67	122435	04/28/2015
MacQueen Equipment, Inc.	Storm Sewer Mnt	Equipment Maint	1,472.42	122435	04/28/2015
<b>Total for MacQueen Equipment, Inc.</b>			<b>2,070.56</b>		
<b><u>Mankato/Fairmont Fire &amp; Safety</u></b>					
Mankato/Fairmont Fire & Safety	Paved Streets	Service - Street Dept	74.00	122436	04/28/2015
<b>Total for Mankato/Fairmont Fire &amp; Safety</b>			<b>74.00</b>		
<b><u>Martin County Attorney's</u></b>					
Martin County Attorney's	Police Administration	Office Supplies(Forfeiture Form) Tegan Quade	29.93	122360	04/15/2015
<b>Total for Martin County Attorney's</b>			<b>29.93</b>		
<b><u>Martin County Auditor</u></b>					
Martin County Auditor	Crime Control & Investigation	Rental of Security Building - April 2015	3,784.22	122437	04/28/2015
<b>Total for Martin County Auditor</b>			<b>3,784.22</b>		
<b><u>Martin County Highway Dept</u></b>					
Martin County Highway Dept	Crime Control & Investigation	Motor Fuels	2,602.92	122295	04/13/2015
Martin County Highway Dept	Fire Fighting	Motor Fuels	356.29	122295	04/13/2015
Martin County Highway Dept	Building Inspection	Motor Fuels	103.28	122295	04/13/2015
Martin County Highway Dept	Animal Control	Motor Fuels	278.60	122295	04/13/2015
Martin County Highway Dept	Paved Streets	Motor Fuels	3,333.76	122295	04/13/2015
Martin County Highway Dept	Garbage Collection	Motor Fuels	73.44	122295	04/13/2015

67.

Accounts Payable  
Check Approval List - City Council

From: 03/25/2015 To: 04/28/2015



<u>Vendor</u>	<u>Department</u>	<u>Description</u>	<u>Amount</u>	<u>Check Number</u>	<u>Check Date</u>
Martin County Highway Dept	Parks	Motor Fuels	1,208.14	122295	04/13/2015
Martin County Highway Dept	Storm Sewer Mnt	Motor Fuels	590.51	122295	04/13/2015
Martin County Highway Dept	Airport	Motor Fuels	78.61	122295	04/13/2015
Martin County Highway Dept	Data Processing	Motor Fuels	31.84	122295	04/13/2015
<b>Total for Martin County Highway Dept</b>			<b>8,657.39</b>		
<b><u>Martin County Ready Mix</u></b>					
Martin County Ready Mix	Paved Streets	Concrete	167.25	122438	04/28/2015
<b>Total for Martin County Ready Mix</b>			<b>167.25</b>		
<b><u>Martin County Recorder</u></b>					
Martin County Recorder	Urban Redevelopment & Housing	Record Mortgage - B & B Gas Piping Plus	90.00	122439	04/28/2015
<b>Total for Martin County Recorder</b>			<b>90.00</b>		
<b><u>Martin County Sheriffs</u></b>					
Martin County Sheriffs	Crime Control & Investigation	Shared Expenses - Telephone	49.60	122122	03/25/2015
Martin County Sheriffs	Crime Control & Investigation	Shared Expenses - Office Supplies	22.30	122122	03/25/2015
Martin County Sheriffs	Intergovernmental Revenues	State Grants	896.60	122384	04/17/2015
<b>Total for Martin County Sheriffs</b>			<b>968.50</b>		
<b><u>Martin County Treasurer</u></b>					
Martin County Treasurer	Urban Redevelopment & Housing	Mortgage Deed Tax	172.50	122440	04/28/2015
<b>Total for Martin County Treasurer</b>			<b>172.50</b>		
<b><u>Mayer</u></b>					
Mayer	Non-departmental	Refund Check	0.75	122182	04/10/2015
Mayer	Non-departmental	Refund Check	0.20	122182	04/10/2015
Mayer	Non-departmental	Refund Check	0.39	122182	04/10/2015
<b>Total for Mayer</b>			<b>1.34</b>		
<b><u>Mayo Clinic Health System in Fair</u></b>					
Mayo Clinic Health System in Fairmont	Fire Fighting	Medical Agreement - Fire Dept	2,487.00	122441	04/28/2015
Mayo Clinic Health System in Fairmont	Paved Streets	Other Medical Agreements	30.00	122296	04/13/2015
Mayo Clinic Health System in Fairmont	Parks	Other Medical Agreements	60.00	122296	04/13/2015
<b>Total for Mayo Clinic Health System in Fair</b>			<b>2,577.00</b>		
<b><u>McAleavy, Stacy</u></b>					
McAleavy, Stacy	Culture & Rec Charges	Canceled Cedar Creek Shelter House Rental	50.00	122442	04/28/2015
<b>Total for McAleavy, Stacy</b>			<b>50.00</b>		
<b><u>Meester Machine Works</u></b>					
Meester Machine Works	Library	Repairs Equipment - Martin County Library	61.50	122297	04/13/2015
Meester Machine Works	Parks	Park Bleachers	68.86	122443	04/28/2015
<b>Total for Meester Machine Works</b>			<b>130.36</b>		
<b><u>Mel Carlson Chevrolet,inc</u></b>					
Mel Carlson Chevrolet,inc	Road & Bridge Equipment	Vehicle Maint	440.50	122444	04/28/2015
Mel Carlson Chevrolet,inc	Parks	Vehicle Maint	127.68	122444	04/28/2015
Mel Carlson Chevrolet,inc	Parks	Vehicle Maint	38.20	122444	04/28/2015
<b>Total for Mel Carlson Chevrolet,inc</b>			<b>606.38</b>		
<b><u>Metro Sales Inc.</u></b>					
Metro Sales Inc.	Crime Control & Investigation	Office Supplies	313.20	122298	04/13/2015

Accounts Payable  
Check Approval List - City Council

From: 03/25/2015 To: 04/28/2015



<u>Vendor</u>	<u>Department</u>	<u>Description</u>	<u>Amount</u>	<u>Check Number</u>	<u>Check Date</u>
<b>Total for Metro Sales Inc.</b>			313.20		
<u>Militello Motors</u>					
Militello Motors	Parks	Vehicle Repairs	40.47	122154	04/01/2015
<b>Total for Militello Motors</b>			40.47		
<u>Milotzky</u>					
Milotzky	Non-departmental	Refund Check	2.96	122183	04/10/2015
Milotzky	Non-departmental	Refund Check	1.48	122183	04/10/2015
<b>Total for Milotzky</b>			4.44		
<u>Minn Municipal Utilities Associati</u>					
Minn Municipal Utilities Association	Workers Comp	Management Fees - 2015 Drug & Alcohol Testing	1,178.00	122123	03/25/2015
Minn Municipal Utilities Association	Workers Comp	Management Fees - April, May & June 2015	9,412.50	122299	04/13/2015
<b>Total for Minn Municipal Utilities Associati</b>			10,590.50		
<u>Minnesota Elevator, Inc</u>					
Minnesota Elevator, Inc	General Government Buildings	City Hall Service - April 2015	133.22	122300	04/13/2015
<b>Total for Minnesota Elevator, Inc</b>			133.22		
<u>Minnesota UI Fund</u>					
Minnesota UI Fund	Fire Fighting	Unemployment - Fire Dept - Nicholas Place	5.76	122301	04/13/2015
<b>Total for Minnesota UI Fund</b>			5.76		
<u>MINNOWA Construction, Inc.</u>					
MINNOWA Construction, Inc.	Lake Restoration	Woodland Avenue Bridge Channel Improvements	39,894.49	122125	03/25/2015
MINNOWA Construction, Inc.	Lake Restoration	Woodland Avenue Bridge Channel Improvements	77,694.42	122125	03/25/2015
<b>Total for MINNOWA Construction, Inc.</b>			117,588.91		
<u>MN Dept of Labor &amp; Indus</u>					
MN Dept of Labor & Indus	General Government Buildings	100 Downtown Plaze, Elevator Annual Opera. Check	100.00	122302	04/13/2015
<b>Total for MN Dept of Labor &amp; Indus</b>			100.00		
<u>MN Energy Resources Corp.</u>					
MN Energy Resources Corp.	General Government Buildings	Gas Utilities -414 Downtown Plaza, Fairmont, Mn	96.16	122385	04/17/2015
MN Energy Resources Corp.	Library	Gas Utilities -110 N Park St, Fairmont, Mn	1,811.10	122155	04/01/2015
MN Energy Resources Corp.	Library	Gas Utilities - Fairmont Fire Station	621.78	122303	04/13/2015
MN Energy Resources Corp.	Animal Control	Gas Utilities - 522 E Margaret St, Fairmont, Mn	251.25	122155	04/01/2015
MN Energy Resources Corp.	Animal Control	Gas Utilites - 522 E Margaret St, Fairmont, Mn	71.93	122445	04/28/2015
MN Energy Resources Corp.	Paved Streets	Gas Utilities - 417 E Margaret St, Fairmont, Mn	1,093.45	122155	04/01/2015
MN Energy Resources Corp.	Liquor Store	Gas Utilites - 1755 Center Creek Dr, Fairmont, Mn	329.26	122445	04/28/2015
MN Energy Resources Corp.	Central Garage	Gas Utilities - 417 E Margaret St, Fairmont, Mn	356.00	122155	04/01/2015
MN Energy Resources Corp.	Parks	Gas Utilities -Sylvania Bathouse, Fairmont, Mn	16.48	122385	04/17/2015
MN Energy Resources Corp.	Parks	Gas Utilities - Lincoln Shelter House, Fairmont, Mn	16.48	122385	04/17/2015
MN Energy Resources Corp.	Parks	Gas Utilities - 417 E Margaret St, Fairmont, Mn	1,093.45	122155	04/01/2015
MN Energy Resources Corp.	Incubator Building	Gas Utilities -429 Winnebago Ave, Fairmont, Mn	1,268.11	122155	04/01/2015
MN Energy Resources Corp.	Incubator Building	Gas Utilites - 429 Winnebago Ave, Fairmont, Mn	556.12	122445	04/28/2015
MN Energy Resources Corp.	Liquor Store	Gas Utilities - 1755 Center Creek Dr, Fairmont, Mn	608.42	122155	04/01/2015
<b>Total for MN Energy Resources Corp.</b>			8,189.99		
<u>Mn State Fire Dept. Asso.</u>					
Mn State Fire Dept. Asso.	Fire Training	Registration - Borchardt, Aust, Carlson - St.Cloud	525.00	122304	04/13/2015



Accounts Payable  
Check Approval List - City Council

From: 03/25/2015      To: 04/28/2015



<u>Vendor</u>	<u>Department</u>	<u>Description</u>	<u>Amount</u>	<u>Check Number</u>	<u>Check Date</u>
<b>Total for Mn State Fire Dept. Asso.</b>			<b>525.00</b>		
<u>Morgan Creek Vineyards</u>					
Morgan Creek Vineyards	Liquor - Mdse for Resale	Wine	186.48	122263	04/10/2015
<b>Total for Morgan Creek Vineyards</b>			<b>186.48</b>		
<u>MR Sign Company</u>					
MR Sign Company	Paved Streets	Sign Repair	345.45	122126	03/25/2015
MR Sign Company	Paved Streets	Sign Repair	535.88	122305	04/13/2015
<b>Total for MR Sign Company</b>			<b>881.33</b>		
<u>MRCI</u>					
MRCI	SMEC Building	Service SMEC - March 2015	37.60	122306	04/13/2015
<b>Total for MRCI</b>			<b>37.60</b>		
<u>Municipal Emergency Services Dep</u>					
Municipal Emergency Services Depository Ac	Fire Fighting	Equipment Parts	357.51	122447	04/28/2015
Municipal Emergency Services Depository Ac	Fire Fighting	Equipment Parts Fire Dept	503.18	122307	04/13/2015
<b>Total for Municipal Emergency Services Dep</b>			<b>860.69</b>		
<u>Napa Auto Fairmont</u>					
Napa Auto Fairmont	Crime Control & Investigation	Shop Materials/Vehicle Repairs	4.86	122448	04/28/2015
Napa Auto Fairmont	Ice & Snow Removal	Shop Materials/Vehicle Repairs	78.90	122448	04/28/2015
Napa Auto Fairmont	Road & Bridge Equipment	Shop Materials/Vehicle Repairs	7.96	122448	04/28/2015
Napa Auto Fairmont	Road & Bridge Equipment	Shop Materials/Vehicle Repairs	42.91	122448	04/28/2015
Napa Auto Fairmont	Road & Bridge Equipment	Shop Materials/Vehicle Repairs	92.31	122448	04/28/2015
Napa Auto Fairmont	Engineering	Shop Materials/Vehicle Repairs	12.20	122448	04/28/2015
Napa Auto Fairmont	Parks	Shop Materials/Vehicle Repairs	30.13	122448	04/28/2015
Napa Auto Fairmont	Parks	Shop Materials/Vehicle Repairs	28.20	122448	04/28/2015
Napa Auto Fairmont	Parks	Shop Materials/Vehicle Repairs	41.96	122448	04/28/2015
Napa Auto Fairmont	Airport	Shop Materials/Vehicle Repairs	5.77	122448	04/28/2015
Napa Auto Fairmont	Central Garage	Shop Materials/Vehicle Repairs	29.88	122448	04/28/2015
<b>Total for Napa Auto Fairmont</b>			<b>375.08</b>		
<u>Nemmers</u>					
Nemmers	Engineering	Reimburse Telephone March	90.00	0	04/01/2015
<b>Total for Nemmers</b>			<b>90.00</b>		
<u>Neu</u>					
Neu	Non-departmental	Refund Check	1.47	122184	04/10/2015
Neu	Non-departmental	Refund Check	2.92	122184	04/10/2015
<b>Total for Neu</b>			<b>4.39</b>		
<u>Niss, Judith</u>					
Niss, Judith	Culture & Rec Charges	Refund - Canceled Shelter House Rental	50.00	122156	04/01/2015
<b>Total for Niss, Judith</b>			<b>50.00</b>		
<u>ODB Company</u>					
ODB Company	Storm Sewer Mnt	Maint Equipment	75.18	122449	04/28/2015
<b>Total for ODB Company</b>			<b>75.18</b>		
<u>Old Republic Surety Group</u>					
Old Republic Surety Group	Paved Streets	Hwy Permit 5-17-15 to 05-17-2016	100.00	122157	04/01/2015

# Accounts Payable Check Approval List - City Council

From: 03/25/2015

To: 04/28/2015



<u>Vendor</u>	<u>Department</u>	<u>Description</u>	<u>Amount</u>	<u>Check Number</u>	<u>Check Date</u>
<b>Total for</b>					
<b><u>Olson Rentals, Inc.</u></b>		<b>Old Republic Surety Group</b>	<b>100.00</b>		
Olson Rentals, Inc.	Fire Fighting	Equipment - Fire Dept	405.00	122308	04/13/2015
Olson Rentals, Inc.	Parks	Equipment Parts	53.43	122450	04/28/2015
<b>Total for</b>			<b>458.43</b>		
<b><u>P.O.S.T. Board</u></b>					
P.O.S.T. Board	Police Administration	Renewal POST Board Beletti,Runge,Tonder,Sanow,Tietje,Schw	540.00	122309	04/13/2015
<b>Total for</b>			<b>540.00</b>		
<b><u>Paul Conway Shields</u></b>					
Paul Conway Shields	Fire Fighting	Equipment - Fire Dept	1,078.26	122451	04/28/2015
<b>Total for</b>			<b>1,078.26</b>		
<b><u>Paustis Wine Company</u></b>					
Paustis Wine Company	Liquor - Mdse for Resale	Wine	2,478.03	122387	04/17/2015
Paustis Wine Company	Liquor - Mdse for Resale	Freight	32.50	122387	04/17/2015
Paustis Wine Company	Liquor - Mdse for Resale	Wine	2,856.04	122264	04/10/2015
Paustis Wine Company	Liquor - Mdse for Resale	Freight	36.25	122264	04/10/2015
<b>Total for</b>			<b>5,402.82</b>		
<b><u>PC Janitorial Supply</u></b>					
PC Janitorial Supply	General Government Buildings	Cleaning Supplies - City Hall	147.42	122452	04/28/2015
PC Janitorial Supply	Library	Equipment - Martin County Library	258.85	122310	04/13/2015
PC Janitorial Supply	Library	Cleaning Supplies - Martin County Library	25.02	122310	04/13/2015
PC Janitorial Supply	Fire Fighting	Cleaning Supplies - Fire Hall	146.86	122452	04/28/2015
PC Janitorial Supply	Liquor Store	Cleaning Supplies - Liquor Store	67.30	122265	04/10/2015
<b>Total for</b>			<b>645.45</b>		
<b><u>Pepsi-cola Co. Of Mankato</u></b>					
Pepsi-cola Co. Of Mankato	Liquor - Mdse for Resale	Pop/Mix	184.45	122266	04/10/2015
Pepsi-cola Co. Of Mankato	Liquor - Mdse for Resale	Pop/Mix	126.82	122266	04/10/2015
Pepsi-cola Co. Of Mankato	Liquor - Mdse for Resale	Pop/Mix	-42.14	122266	04/10/2015
Pepsi-cola Co. Of Mankato	Liquor - Mdse for Resale	Pop/Mix	137.20	122266	04/10/2015
<b>Total for</b>			<b>406.33</b>		
<b><u>Peterson-Anthony Ins Agv</u></b>					
Peterson-Anthony Ins Agv	Focus on Fairmont	Project 1590	742.00	122158	04/01/2015
<b>Total for</b>			<b>742.00</b>		
<b><u>Phillips Wine &amp; Spirits</u></b>					
Phillips Wine & Spirits	Liquor - Mdse for Resale	Liquor	-473.60	122388	04/17/2015
Phillips Wine & Spirits	Liquor - Mdse for Resale	Freight	-3.32	122388	04/17/2015
Phillips Wine & Spirits	Liquor - Mdse for Resale	Freight	95.45	122388	04/17/2015
Phillips Wine & Spirits	Liquor - Mdse for Resale	Liquor	5,522.62	122388	04/17/2015
Phillips Wine & Spirits	Liquor - Mdse for Resale	Liquor	308.49	122388	04/17/2015
Phillips Wine & Spirits	Liquor - Mdse for Resale	Freight	3.32	122388	04/17/2015
Phillips Wine & Spirits	Liquor - Mdse for Resale	Liquor	12,611.13	122267	04/10/2015
Phillips Wine & Spirits	Liquor - Mdse for Resale	Wine	2,131.90	122267	04/10/2015
Phillips Wine & Spirits	Liquor - Mdse for Resale	Beer	355.00	122267	04/10/2015

# Accounts Payable Check Approval List - City Council

From: 03/25/2015

To: 04/28/2015



<u>Vendor</u>	<u>Department</u>	<u>Description</u>	<u>Amount</u>	<u>Check Number</u>	<u>Check Date</u>
Phillips Wine & Spirits	Liquor - Mdse for Resale	Freight	253.69	122267	04/10/2015
Phillips Wine & Spirits	Liquor - Mdse for Resale	Beer	348.00	122388	04/17/2015
Phillips Wine & Spirits	Liquor - Mdse for Resale	Beer	47.00	122388	04/17/2015
Phillips Wine & Spirits	Liquor - Mdse for Resale	Wine	1,831.80	122388	04/17/2015
Phillips Wine & Spirits	Liquor - Mdse for Resale	Freight	44.82	122388	04/17/2015
Phillips Wine & Spirits	Liquor - Mdse for Resale	Wine	1,767.90	122388	04/17/2015
Phillips Wine & Spirits	Liquor - Mdse for Resale	Freight	73.04	122388	04/17/2015
<b>Total for Phillips Wine &amp; Spirits</b>			<b>24,917.24</b>		
<b><u>Photo Press</u></b>					
Photo Press	Engineering	Advertising - Engineering	166.60	122453	04/28/2015
Photo Press	Aquatic Park	Office Supplies - Aquatic Park	60.04	122453	04/28/2015
<b>Total for Photo Press</b>			<b>226.64</b>		
<b><u>phpwebhosting.com</u></b>					
phpwebhosting.com	SMEC Building	smecfnt.org	378.10	122128	03/25/2015
<b>Total for phpwebhosting.com</b>			<b>378.10</b>		
<b><u>Pioneer Telephone</u></b>					
Pioneer Telephone	Library	Telephone - Martin County Library	100.44	122311	04/13/2015
<b>Total for Pioneer Telephone</b>			<b>100.44</b>		
<b><u>Pipestone County Sheriff</u></b>					
Pipestone County Sheriff	Crime Control & Investigation	Tactical Forces - Hogue Inc. Butt Stock Adapter	146.35	122312	04/13/2015
Pipestone County Sheriff	Crime Control & Investigation	Tactical Forces - Midway Supplies	112.51	122312	04/13/2015
<b>Total for Pipestone County Sheriff</b>			<b>258.86</b>		
<b><u>Pooley Scrap Iron &amp; Metal</u></b>					
Pooley Scrap Iron & Metal	Paved Streets	Gravel	489.00	122454	04/28/2015
<b>Total for Pooley Scrap Iron &amp; Metal</b>			<b>489.00</b>		
<b><u>Positive Id</u></b>					
Positive Id	Crime Control & Investigation	Office	119.55	122362	04/15/2015
<b>Total for Positive Id</b>			<b>119.55</b>		
<b><u>Prairieland Solid Waste</u></b>					
Prairieland Solid Waste	Garbage Collection	Refuse Disposal	242.04	122455	04/28/2015
<b>Total for Prairieland Solid Waste</b>			<b>242.04</b>		
<b><u>Presentation College</u></b>					
Presentation College	SMEC Building	Internet Service April 2015	200.00	122456	04/28/2015
<b>Total for Presentation College</b>			<b>200.00</b>		
<b><u>Preuss, Linsey</u></b>					
Preuss, Linsey	Economic Development	Reimburse Telephone March 2015	50.00	122159	04/01/2015
Preuss, Linsey	Economic Development	Reimburse Lunch/Meetings March 2015	48.84	122159	04/01/2015
<b>Total for Preuss, Linsey</b>			<b>98.84</b>		
<b><u>Productivity Plus Account</u></b>					
Productivity Plus Account	Ice & Snow Removal	Equipment Parts	1,716.12	122457	04/28/2015
Productivity Plus Account	Airport	Maint Equipment	1,255.66	122457	04/28/2015
<b>Total for Productivity Plus Account</b>			<b>2,971.78</b>		
<b><u>Profinium Inc.</u></b>					

# Accounts Payable Check Approval List - City Council

From: 03/25/2015

To: 04/28/2015



<u>Vendor</u>	<u>Department</u>	<u>Description</u>	<u>Amount</u>	<u>Check Number</u>	<u>Check Date</u>
Profinium Inc.	Burton Lane	Interest - May 2015 Burton Lane	244.50	122458	04/28/2015
Profinium Inc.	Poetter's Circle	Interest - May 2015 Poetter Circle	3,923.03	122458	04/28/2015
Profinium Inc.	Non-departmental	Principal - May 2015 Burton Lane	1,790.83	122458	04/28/2015
Profinium Inc.	Non-departmental	Principal - May 2015 Poetter Circle	2,855.03	122458	04/28/2015
<b>Total for Profinium Inc.</b>			<b>8,813.39</b>		
<b><u>Promotional Capital, LLC</u></b>					
Promotional Capital, LLC	Fire Fighting	Office Supplies - Fire Dept	139.00	122129	03/25/2015
Promotional Capital, LLC	Fire Fighting	Office Supplies - Fire Dept	394.32	122459	04/28/2015
<b>Total for Promotional Capital, LLC</b>			<b>533.32</b>		
<b><u>Public Utilities Com</u></b>					
Public Utilities Com	Other General Gov't	Utilities - Various Departments	167.36	122460	04/28/2015
Public Utilities Com	General Government Buildings	Utilities - Various Departments	2,486.92	122460	04/28/2015
Public Utilities Com	General Government Buildings	Utilities - Various Departments	126.55	122460	04/28/2015
Public Utilities Com	General Government Buildings	Utilities - Various Departments	64.29	122460	04/28/2015
Public Utilities Com	General Government Buildings	Utilities - Various Departments	39.10	122460	04/28/2015
Public Utilities Com	Library	Utilities - Various Departments	1,411.58	122460	04/28/2015
Public Utilities Com	Parking Lots	Utilities - Various Departments	181.41	122460	04/28/2015
Public Utilities Com	Central Garage	Utilities - Various Departments	98.30	122460	04/28/2015
Public Utilities Com	Liquor Store	Utilities - Various Departments	45.83	122460	04/28/2015
Public Utilities Com	Airport	Utilities - Various Departments	25.62	122460	04/28/2015
Public Utilities Com	Airport	Utilities - Various Departments	2,229.66	122460	04/28/2015
Public Utilities Com	Airport	Utilities - Various Departments	1,205.15	122460	04/28/2015
Public Utilities Com	Airport	Utilities - Various Departments	105.03	122460	04/28/2015
Public Utilities Com	Parking Lots	Utilities - Various Departments	199.44	122460	04/28/2015
Public Utilities Com	SMEC Building	Utilities - Various Departments	3,831.80	122460	04/28/2015
Public Utilities Com	SMEC Building	Utilities - Various Departments	63.96	122460	04/28/2015
Public Utilities Com	SMEC Building	Utilities - Various Departments	29.31	122460	04/28/2015
Public Utilities Com	Liquor Store	Utilities - Various Departments	21.06	122460	04/28/2015
Public Utilities Com	Liquor Store	Utilities - Various Departments	55.88	122460	04/28/2015
Public Utilities Com	Liquor Store	Utilities - Various Departments	2,012.20	122460	04/28/2015
Public Utilities Com	Lake Restoration	Utilities - Various Departments	214.04	122460	04/28/2015
Public Utilities Com	Lake Restoration	Utilities - Various Departments	95.45	122460	04/28/2015
Public Utilities Com	Incubator Building	Utilities - Various Departments	345.48	122460	04/28/2015
Public Utilities Com	Incubator Building	Utilities - Various Departments	55.51	122460	04/28/2015
Public Utilities Com	Incubator Building	Utilities - Various Departments	29.31	122460	04/28/2015
Public Utilities Com	Incubator Building	Utilities - Various Departments	21.85	122460	04/28/2015
Public Utilities Com	Aquatic Park	Utilities - Various Departments	103.58	122460	04/28/2015
Public Utilities Com	Aquatic Park	Utilities - Various Departments	183.63	122460	04/28/2015
Public Utilities Com	Parks	Utilities - Various Departments	1,854.55	122460	04/28/2015
Public Utilities Com	Parks	Utilities - Various Departments	501.89	122460	04/28/2015
Public Utilities Com	Parks	Utilities - Various Departments	225.48	122460	04/28/2015
Public Utilities Com	Parks	Utilities - Various Departments	2,806.84	122460	04/28/2015
Public Utilities Com	Paved Streets	Utilities - Various Departments	780.01	122460	04/28/2015

# Accounts Payable Check Approval List - City Council

From: 03/25/2015

To: 04/28/2015



<u>Vendor</u>	<u>Department</u>	<u>Description</u>	<u>Amount</u>	<u>Check Number</u>	<u>Check Date</u>
Public Utilities Com	Paved Streets	Utilities - Various Departments	59.22	122460	04/28/2015
Public Utilities Com	Paved Streets	Utilities - Various Departments	25.44	122460	04/28/2015
Public Utilities Com	Street Lighting	Utilities - Various Departments	12,162.69	122460	04/28/2015
Public Utilities Com	Street Lighting	Utilities - Various Departments	2,093.00	122460	04/28/2015
Public Utilities Com	Fire Fighting	Utilities - Various Departments	425.40	122460	04/28/2015
Public Utilities Com	Civil Defense	Utilities - Various Departments	21.74	122460	04/28/2015
Public Utilities Com	Animal Control	Utilities - Various Departments	303.52	122460	04/28/2015
Public Utilities Com	Animal Control	Utilities - Various Departments	73.41	122460	04/28/2015
Public Utilities Com	Animal Control	Utilities - Various Departments	36.87	122460	04/28/2015
Public Utilities Com	Animal Control	Utilities - Various Departments	17.41	122460	04/28/2015
Public Utilities Com	Library	Utilities - Various Departments	61.59	122460	04/28/2015
Public Utilities Com	Library	Utilities - Various Departments	27.33	122460	04/28/2015
Public Utilities Com	Library	Utilities - Various Departments	21.21	122460	04/28/2015
Public Utilities Com	Fire Fighting	Utilities - Various Departments	81.29	122460	04/28/2015
Public Utilities Com	Fire Fighting	Utilities - Various Departments	43.23	122460	04/28/2015
Public Utilities Com	Fire Fighting	Utilities - Various Departments	21.37	122460	04/28/2015
<b>Total for Public Utilities Com</b>			<b>37,092.79</b>		
<u>Rabe International, Inc.</u>					
Rabe International, Inc.	Parks	balance for Bushog TD15 finishing mower	34,500.00	122461	04/28/2015
<b>Total for Rabe International, Inc.</b>			<b>34,500.00</b>		
<u>Richards Auto Repair</u>					
Richards Auto Repair	Crime Control & Investigation	Tires - Police 6	588.02	122363	04/15/2015
Richards Auto Repair	Crime Control & Investigation	Tires - Disposal	613.60	122363	04/15/2015
Richards Auto Repair	Crime Control & Investigation	Tow Squad 8	55.00	122363	04/15/2015
Richards Auto Repair	Crime Control & Investigation	Buick Park Ave	95.00	122363	04/15/2015
<b>Total for Richards Auto Repair</b>			<b>1,351.62</b>		
<u>River Bend Business Prod.</u>					
River Bend Business Prod.	City Manager	Office Supplies	13.84	122130	03/25/2015
River Bend Business Prod.	City Manager	Office Supplies	26.15	122462	04/28/2015
River Bend Business Prod.	Recording & Reporting	Office Supplies	13.84	122130	03/25/2015
River Bend Business Prod.	Recording & Reporting	Office Supplies	26.25	122462	04/28/2015
River Bend Business Prod.	Director of Finance	Office Supplies	13.84	122130	03/25/2015
River Bend Business Prod.	Director of Finance	Office Supplies	26.25	122462	04/28/2015
River Bend Business Prod.	Data Processing	Office Supplies	8.31	122130	03/25/2015
River Bend Business Prod.	Data Processing	Office Supplies	15.75	122462	04/28/2015
River Bend Business Prod.	Sanitation Charges	City Wide Cleanup Office Supplies	165.24	122462	04/28/2015
River Bend Business Prod.	Liquor Store	Office Supplies	5.54	122130	03/25/2015
River Bend Business Prod.	Liquor Store	Office Supplies	10.50	122462	04/28/2015
River Bend Business Prod.	Airport	Office Supplies	13.84	122130	03/25/2015
River Bend Business Prod.	Airport	Office Supplies	26.25	122462	04/28/2015
River Bend Business Prod.	Parking Lots	Office Supplies	5.54	122130	03/25/2015
River Bend Business Prod.	Parking Lots	Office Supplies	10.50	122462	04/28/2015
River Bend Business Prod.	Parks	Office Supplies	11.08	122130	03/25/2015

74.

# Accounts Payable Check Approval List - City Council

From: 03/25/2015

To: 04/28/2015



<u>Vendor</u>	<u>Department</u>	<u>Description</u>	<u>Amount</u>	<u>Check Number</u>	<u>Check Date</u>
River Bend Business Prod.	Parks	Office Supplies	21.00	122462	04/28/2015
River Bend Business Prod.	Lake Restoration	Office Supplies	5.54	122130	03/25/2015
River Bend Business Prod.	Lake Restoration	Office Supplies	10.50	122462	04/28/2015
River Bend Business Prod.	Economic Development	Office Supplies	8.31	122130	03/25/2015
River Bend Business Prod.	Economic Development	Office Supplies	15.75	122462	04/28/2015
River Bend Business Prod.	Paved Streets	Office Supplies	5.54	122130	03/25/2015
River Bend Business Prod.	Paved Streets	Office Supplies	17.68	122462	04/28/2015
River Bend Business Prod.	Paved Streets	Office Supplies	10.50	122462	04/28/2015
River Bend Business Prod.	Engineering	Office Supplies	30.46	122130	03/25/2015
River Bend Business Prod.	Engineering	Office Supplies	57.74	122462	04/28/2015
River Bend Business Prod.	Aquatic Park	Office Supplies	10.50	122462	04/28/2015
River Bend Business Prod.	Crime Control & Investigation	Office Supplies - PD	90.07	122364	04/15/2015
River Bend Business Prod.	Crime Control & Investigation	Office Supplies - PD	7.78	122160	04/01/2015
River Bend Business Prod.	Fire Fighting	Office Supplies	11.08	122130	03/25/2015
River Bend Business Prod.	Fire Fighting	Office Supplies	21.00	122462	04/28/2015
River Bend Business Prod.	Building Inspection	Office Supplies	13.84	122130	03/25/2015
River Bend Business Prod.	Building Inspection	Office Supplies	26.25	122462	04/28/2015
River Bend Business Prod.	Crime Control & Investigation	Office Supplies	8.31	122130	03/25/2015
River Bend Business Prod.	Crime Control & Investigation	Office Supplies	15.75	122462	04/28/2015
River Bend Business Prod.	Crime Control & Investigation	Office Supplies - PD	40.95	122364	04/15/2015
River Bend Business Prod.	Crime Control & Investigation	Office Supplies - PD	15.00	122364	04/15/2015
River Bend Business Prod.	Crime Control & Investigation	Office Supplies - PD	68.07	122364	04/15/2015
River Bend Business Prod.	Crime Control & Investigation	Office Supplies - PD	282.83	122364	04/15/2015
River Bend Business Prod.	City Attorney	Office Supplies	13.84	122130	03/25/2015
River Bend Business Prod.	City Attorney	Office Supplies	26.25	122462	04/28/2015
River Bend Business Prod.	Planning & Zoning	Office Supplies	13.84	122130	03/25/2015
River Bend Business Prod.	Planning & Zoning	Office Supplies	26.25	122462	04/28/2015
River Bend Business Prod.	Police Administration	Office Supplies	5.54	122130	03/25/2015
River Bend Business Prod.	Police Administration	Office Supplies	10.50	122462	04/28/2015
<b>Total for River Bend Business Prod.</b>			<b>1,283.39</b>		
<u>Rybak, Hannah</u>					
Rybak, Hannah	Focus on Fairmont	March hours and expenses	234.00	122463	04/28/2015
<b>Total for Rybak, Hannah</b>			<b>234.00</b>		
<u>Sanow, Chad</u>					
Sanow, Chad	Police Training	Reimburse 3-20-15 Training Mankato	102.68	0	03/25/2015
<b>Total for Sanow, Chad</b>			<b>102.68</b>		
<u>Schwebke</u>					
Schwebke	Police Training	Reimburse 3-20-15 Training Mankato	101.92	0	03/25/2015
<b>Total for Schwebke</b>			<b>101.92</b>		
<u>Scott</u>					
Scott	Fire Training	Reimburse 3-20 & 3-21-15 Mankato Echo Class	129.38	122161	04/01/2015
<b>Total for Scott</b>			<b>129.38</b>		
<u>Select Account</u>					

Accounts Payable  
Check Approval List - City Council

From: 03/25/2015 To: 04/28/2015



<u>Vendor</u>	<u>Department</u>	<u>Description</u>	<u>Amount</u>	<u>Check Number</u>	<u>Check Date</u>
Select Account	Health Insurance	Management Fees April 2015	44.31	1776	04/14/2015
Total for Select Account			44.31		
<u>Sentinel</u>					
Sentinel	City Manager	General Notices	722.56	122464	04/28/2015
Sentinel	Focus on Fairmont	Advertising = Project 1590	165.00	122313	04/13/2015
Total for Sentinel			887.56		
<u>Shelgren, Monica</u>					
Shelgren, Monica	Culture & Rec Charges	Refund - Cancelled Lincoln Park Reservations	50.00	122131	03/25/2015
Total for Shelgren, Monica			50.00		
<u>Simser, Jim</u>					
Simser, Jim	Culture & Rec Charges	Canceled Cedar Creek Park Rental	50.00	122314	04/13/2015
Total for Simser, Jim			50.00		
<u>Soderholm, Jayd</u>					
Soderholm, Jayd	Crime Control & Investigation	Misc. Tactical Forces	75.05	122465	04/28/2015
Total for Soderholm, Jayd			75.05		
<u>South Central College</u>					
South Central College	Fire Training	3-23-15 Training Drever,Hilpipre,Kasel & Miller, Wokasch	600.00	122162	04/01/2015
Total for South Central College			600.00		
<u>Southern Wine &amp; Spirits</u>					
Southern Wine & Spirits	Liquor - Mdse for Resale	Wine	-182.00	122389	04/17/2015
Southern Wine & Spirits	Liquor - Mdse for Resale	Wine	316.00	122389	04/17/2015
Southern Wine & Spirits	Liquor - Mdse for Resale	Freight	9.00	122389	04/17/2015
Southern Wine & Spirits	Liquor - Mdse for Resale	Liquor	822.63	122389	04/17/2015
Southern Wine & Spirits	Liquor - Mdse for Resale	Freight	16.50	122389	04/17/2015
Southern Wine & Spirits	Liquor - Mdse for Resale	Freight	29.25	122389	04/17/2015
Southern Wine & Spirits	Liquor - Mdse for Resale	Wine	2,631.00	122268	04/10/2015
Southern Wine & Spirits	Liquor - Mdse for Resale	Liquor	1,516.75	122389	04/17/2015
Southern Wine & Spirits	Liquor - Mdse for Resale	Wine	1,358.70	122389	04/17/2015
Southern Wine & Spirits	Liquor - Mdse for Resale	Freight	29.25	122389	04/17/2015
Southern Wine & Spirits	Liquor - Mdse for Resale	Pop/Mix	38.87	122268	04/10/2015
Southern Wine & Spirits	Liquor - Mdse for Resale	Freight	198.25	122268	04/10/2015
Southern Wine & Spirits	Liquor - Mdse for Resale	Liquor	7,543.66	122268	04/10/2015
Total for Southern Wine & Spirits			14,327.86		
<u>Southwest Chief's Assoc.</u>					
Southwest Chief's Assoc.	Police Administration	2015 Membership Dues Greg Brolsma	40.00	122365	04/15/2015
Total for Southwest Chief's Assoc.			40.00		
<u>Southwest Mn Chapter-ICC</u>					
Southwest Mn Chapter-ICC	Building Inspection	2015 Membership - T Tonneson & Doug Harstad	100.00	122315	04/13/2015
Total for Southwest Mn Chapter-ICC			100.00		
<u>Springbrook Software, Inc</u>					
Springbrook Software, Inc	Data Processing	Annual Maint 6-6-2015 to 6-5-2016	1,502.39	122466	04/28/2015
Total for Springbrook Software, Inc			1,502.39		
<u>Squeegee Brothers</u>					

76.

# Accounts Payable Check Approval List - City Council

From: 03/25/2015

To: 04/28/2015



<u>Vendor</u>	<u>Department</u>	<u>Description</u>	<u>Amount</u>	<u>Check Number</u>	<u>Check Date</u>
Squeegee Brothers	General Government Buildings	City Hall Service -April 2015	695.00	122467	04/28/2015
Squeegee Brothers	Library	April 2015 Service - Martin County Library	150.00	122316	04/13/2015
	<b>Total for</b>	<b>Squeegee Brothers</b>	<b>845.00</b>		
<u>St Cloud State University</u>					
St Cloud State University	Recording & Reporting	Registration Mn Municipal Clerk Conf. - Patricia Monsen	410.00	122163	04/01/2015
	<b>Total for</b>	<b>St Cloud State University</b>	<b>410.00</b>		
<u>Star Tribune</u>					
Star Tribune	City Manager	Subscription 5-2-2015 to 10-31-2015 Star Tribune	193.44	122468	04/28/2015
	<b>Total for</b>	<b>Star Tribune</b>	<b>193.44</b>		
<u>State Steel of Spencer</u>					
State Steel of Spencer	Parks	Bldg Repairs	887.04	122132	03/25/2015
State Steel of Spencer	Central Garage	Shop Materials	111.95	122132	03/25/2015
	<b>Total for</b>	<b>State Steel of Spencer</b>	<b>998.99</b>		
<u>Steinkamp</u>					
Steinkamp	Airport	Reimburse 4-17-2015 Mn Airport Conference	307.50	0	04/28/2015
	<b>Total for</b>	<b>Steinkamp</b>	<b>307.50</b>		
<u>Streit, Matt</u>					
Streit, Matt	Fire Training	Reimburse Training 3-2-15 to 3-26-15	100.63	122269	04/10/2015
	<b>Total for</b>	<b>Streit, Matt</b>	<b>100.63</b>		
<u>Summit Fire Protection</u>					
Summit Fire Protection	Library	Inspection - Martin County Library, 201 Lake Ave, Fairmont, Mn	100.00	122317	04/13/2015
	<b>Total for</b>	<b>Summit Fire Protection</b>	<b>100.00</b>		
<u>Tactical Solutions</u>					
Tactical Solutions	Crime Control & Investigation	Equipment Parts - PD	217.00	122366	04/15/2015
	<b>Total for</b>	<b>Tactical Solutions</b>	<b>217.00</b>		
<u>TAPCO</u>					
TAPCO	Parks	Uniforms	173.35	122469	04/28/2015
	<b>Total for</b>	<b>TAPCO</b>	<b>173.35</b>		
<u>Texas Refinery Corp.</u>					
Texas Refinery Corp.	Ice & Snow Removal	Motor Oils	354.00	122470	04/28/2015
Texas Refinery Corp.	Parks	Motor Oils	354.00	122470	04/28/2015
	<b>Total for</b>	<b>Texas Refinery Corp.</b>	<b>708.00</b>		
<u>The Safariland Group</u>					
The Safariland Group	Crime Control & Investigation	Registration, Justin Jobe Heat Tactical Team/Truman PD	495.00	122318	04/13/2015
	<b>Total for</b>	<b>The Safariland Group</b>	<b>495.00</b>		
<u>The Shoppe Downtown</u>					
The Shoppe Downtown	Non-departmental	Refund Check	0.78	122185	04/10/2015
The Shoppe Downtown	Non-departmental	Refund Check	1.48	122185	04/10/2015
The Shoppe Downtown	Non-departmental	Refund Check	0.39	122185	04/10/2015
	<b>Total for</b>	<b>The Shoppe Downtown</b>	<b>2.65</b>		
<u>Thomson Reuters</u>					
Thomson Reuters	Police Administration	Subscription Mn Criminal Law 2015 - PD	194.00	122367	04/15/2015
	<b>Total for</b>	<b>Thomson Reuters</b>	<b>194.00</b>		



# Accounts Payable Check Approval List - City Council

From: 03/25/2015

To: 04/28/2015



<u>Vendor</u>	<u>Department</u>	<u>Description</u>	<u>Amount</u>	<u>Check Number</u>	<u>Check Date</u>
<b><u>Tonneson</u></b>					
Tonneson	Building Inspection	Reimburse Cont Ed Vadnais Heights 3-25 & 3-26-15	292.46	0	04/01/2015
Tonneson	Building Inspection	Reimburse - Training 4-1-2015	145.96	0	04/13/2015
	<b>Total for</b>	<b>Tonneson</b>	<b>438.42</b>		
<b><u>Total Comfort Systems</u></b>					
Total Comfort Systems	General Government Buildings	Building Maint Supplies	17.70	122471	04/28/2015
Total Comfort Systems	General Government Buildings	Building Maint Supplies	32.74	122471	04/28/2015
Total Comfort Systems	Library	Building Maint Supplies	140.75	122471	04/28/2015
Total Comfort Systems	Parks	Building Maint Supplies	9.80	122471	04/28/2015
Total Comfort Systems	Parks	Building Maint Supplies	267.50	122471	04/28/2015
Total Comfort Systems	Parks	Building Maint Supplies	318.76	122471	04/28/2015
Total Comfort Systems	Poetter's Circle	Building Maint Supplies	35.00	122471	04/28/2015
	<b>Total for</b>	<b>Total Comfort Systems</b>	<b>822.25</b>		
<b><u>Tow Distributing</u></b>					
Tow Distributing	Liquor - Mdse for Resale	Beer	18,956.28	122390	04/17/2015
Tow Distributing	Liquor - Mdse for Resale	Pop/Mix	14.37	122390	04/17/2015
Tow Distributing	Liquor - Mdse for Resale	Beer	25,811.30	122270	04/10/2015
Tow Distributing	Liquor - Mdse for Resale	Pop/Mix	75.50	122270	04/10/2015
	<b>Total for</b>	<b>Tow Distributing</b>	<b>44,857.45</b>		
<b><u>Truman Police Department</u></b>					
Truman Police Department	Intergovernmental Revenues	State Grants Oct - Dec 2014	679.26	122391	04/17/2015
	<b>Total for</b>	<b>Truman Police Department</b>	<b>679.26</b>		
<b><u>Truman Tribune</u></b>					
Truman Tribune	Liquor Store	Advertising - Liquor Store	51.00	122271	04/10/2015
	<b>Total for</b>	<b>Truman Tribune</b>	<b>51.00</b>		
<b><u>Ultramax</u></b>					
Ultramax	Crime Control & Investigation	Tactical Forces - Estherville PD	1,208.00	122368	04/15/2015
	<b>Total for</b>	<b>Ultramax</b>	<b>1,208.00</b>		
<b><u>Uniforms Unlimited</u></b>					
Uniforms Unlimited	Crime Control & Investigation	Uniforms & Supplies	75.34	122369	04/15/2015
Uniforms Unlimited	Crime Control & Investigation	Uniforms & Supplies	75.34	122369	04/15/2015
Uniforms Unlimited	Crime Control & Investigation	Uniforms & Supplies	182.00	122369	04/15/2015
Uniforms Unlimited	Crime Control & Investigation	Uniforms & Supplies	182.00	122369	04/15/2015
	<b>Total for</b>	<b>Uniforms Unlimited</b>	<b>514.68</b>		
<b><u>USA Blue Book</u></b>					
USA Blue Book	Parks	Equipment Parts	76.73	122472	04/28/2015
USA Blue Book	Storm Sewer Mnt	Equipment Maint	170.85	122472	04/28/2015
	<b>Total for</b>	<b>USA Blue Book</b>	<b>247.58</b>		
<b><u>Verizon Wireless</u></b>					
Verizon Wireless	Director of Finance	Telephone	60.32	122164	04/01/2015
Verizon Wireless	Crime Control & Investigation	Telephone	1,074.00	122164	04/01/2015
Verizon Wireless	Building Inspection	Telephone	104.28	122164	04/01/2015
Verizon Wireless	Paved Streets	Telephone	62.14	122164	04/01/2015

# Accounts Payable Check Approval List - City Council

From: 03/25/2015

To: 04/28/2015



<u>Vendor</u>	<u>Department</u>	<u>Description</u>	<u>Amount</u>	<u>Check Number</u>	<u>Check Date</u>
Verizon Wireless	Engineering	Telephone	77.19	122164	04/01/2015
Verizon Wireless	Aquatic Park	Telephone	52.14	122164	04/01/2015
Verizon Wireless	Parks	Telephone	50.45	122164	04/01/2015
Verizon Wireless	Airport	Telephone	53.45	122164	04/01/2015
<b>Total for Verizon Wireless</b>			<b>1,533.97</b>		
<u><b>Vinocopia, Inc</b></u>					
Vinocopia, Inc	Liquor - Mdse for Resale	Wine	528.00	122272	04/10/2015
Vinocopia, Inc	Liquor - Mdse for Resale	Freight	24.00	122272	04/10/2015
<b>Total for Vinocopia, Inc</b>			<b>552.00</b>		
<u><b>Waste Management Of So MN</b></u>					
Waste Management Of So MN	Incubator Building	Refuse Disposal - 426 Winnebago Ave, Fairmont, Mn	261.11	122165	04/01/2015
Waste Management Of So MN	SMEC Building	Refuse Disposal - SMEC	310.78	122319	04/13/2015
<b>Total for Waste Management Of So MN</b>			<b>571.89</b>		
<u><b>Watonwan Farm Service</b></u>					
Watonwan Farm Service	Central Garage	shop: 55 gal oil	401.50	122473	04/28/2015
<b>Total for Watonwan Farm Service</b>			<b>401.50</b>		
<u><b>Westman Freightliner</b></u>					
Westman Freightliner	Fire Fighting	Vehicle Maint	308.57	122474	04/28/2015
Westman Freightliner	Fire Fighting	Vehicle Maint	124.33	122474	04/28/2015
Westman Freightliner	Road & Bridge Equipment	Vehicle Maint	75.94	122474	04/28/2015
Westman Freightliner	Road & Bridge Equipment	Vehicle Maint	75.94	122474	04/28/2015
Westman Freightliner	Road & Bridge Equipment	Vehicle Maint	128.20	122474	04/28/2015
Westman Freightliner	Storm Sewer Mnt	Equipment Repairs	4.16	122474	04/28/2015
<b>Total for Westman Freightliner</b>			<b>717.14</b>		
<u><b>Wiederhoeft, Dustin</b></u>					
Wiederhoeft, Dustin	Non-departmental	Loan RLF	75,000.00	122393	04/22/2015
<b>Total for Wiederhoeft, Dustin</b>			<b>75,000.00</b>		
<u><b>Wiederhoeft, Shawn</b></u>					
Wiederhoeft, Shawn	Fire Training	Reimburse 3-21-15 to 3-28-15 Training	31.63	122273	04/10/2015
<b>Total for Wiederhoeft, Shawn</b>			<b>31.63</b>		
<u><b>Wirtz Beverage Minnesota</b></u>					
Wirtz Beverage Minnesota	Liquor - Mdse for Resale	Pop/Mix	33.62	122392	04/17/2015
Wirtz Beverage Minnesota	Liquor - Mdse for Resale	Freight	96.27	122392	04/17/2015
Wirtz Beverage Minnesota	Liquor - Mdse for Resale	Wine	36.00	122392	04/17/2015
Wirtz Beverage Minnesota	Liquor - Mdse for Resale	Freight	1.65	122392	04/17/2015
Wirtz Beverage Minnesota	Liquor - Mdse for Resale	Freight	4.95	122392	04/17/2015
Wirtz Beverage Minnesota	Liquor - Mdse for Resale	Wine	256.00	122392	04/17/2015
Wirtz Beverage Minnesota	Liquor - Mdse for Resale	Liquor	6,540.19	122392	04/17/2015
Wirtz Beverage Minnesota	Liquor - Mdse for Resale	Wine	528.00	122274	04/10/2015
Wirtz Beverage Minnesota	Liquor - Mdse for Resale	Freight	96.68	122274	04/10/2015
Wirtz Beverage Minnesota	Liquor - Mdse for Resale	Liquor	4,819.82	122274	04/10/2015
<b>Total for Wirtz Beverage Minnesota</b>			<b>12,413.18</b>		
<u><b>Ziegler, Inc.</b></u>					

**Accounts Payable**  
**Check Approval List - City Council**

From: 03/25/2015

To: 04/28/2015



<u>Vendor</u>	<u>Department</u>	<u>Description</u>	<u>Amount</u>	<u>Check Number</u>	<u>Check Date</u>
Ziegler, Inc.	Ice & Snow Removal	Equipment Maint	-513.61	122275	04/10/2015
Ziegler, Inc.	Ice & Snow Removal	Equipment Maint	-185.39	122275	04/10/2015
Ziegler, Inc.	Road & Bridge Equipment	Equipment Maint	148.60	122275	04/10/2015
Ziegler, Inc.	Parks	Equipment Maint	922.94	122275	04/10/2015
		Total for	372.54		
		Ziegler, Inc.	882,554.31		

## PARK BOARD MEETING

Meeting Minutes  
Tuesday, March 17, 2015  
5:00 p.m.

DRAFT

### Board Members Present:

☐ Vicki Schulte  
☒ Jodie Whitmore  
☒ Craig Nelson  
☒ Nancy Johnson  
☒ Mary Don Kislingbury  
☐ Tracy Meadows  
**Council Member Present:**  
☒ Jim Zarling

### Staff Present:

☒ Troy Nemmers, Public Works  
Director/City Engineer  
☐ Nick Lardy, Streets/Parks Superintendent

### Others Present:

☒ Roni Dauer  
☒ Rod Halverson (KSUM)  
☒ Judy Bryan (Sentinel)

A motion was made by Jodie Whitmore to appoint Mary Don Kislingbury as chairman of the Park Board. The motion was seconded by Craig Nelson and carried.

A motion was made by Nancy Johnson to approve the minutes of October 21, 2014. The motion was seconded by Jodie Whitmore and carried.

Monthly update: Troy Nemmers discussed the update that was distributed to the members.

CER update: Roni Dauer provided the update on CER activities; the spring/summer catalog will be going out on Saturday.

### Old Business:

- a. Dog park location: Presented proposed layout to the Board. The Board was acceptable to the proposed layout and proceeding with the plan.

### New Business:

- a. Naming of old water plant park area: Discussed ideas for the naming process; Facebook survey or other method of gathering community input.

### Other discussion:

- Discussed the Cedar Park Shelter updates and the idea of raising rental fees from \$50 to \$100. The Park Board wasn't supportive of doubling the rental fee, but thought an increase may be justified. They also discussed having a deposit amount instead of raising rental fees significantly.
- A resident request was relayed to the Park Board by Councilman Zarling. The request was regarding the possibility of adding shuffle board courts to a city park. Craig Nelson made a motion to direct staff to investigate further the requirements of a shuffle board court. Jodie Whitmore seconded the motion and it carried.

A motion was made by Jodie Whitmore to adjourn the meeting at 5:59 p.m. The motion was seconded by Craig Nelson and carried.

Respectfully submitted,

Troy Nemmers  
Public Works Director/City Engineer

## MINUTES OF THE FAIRMONT PLANNING COMMISSION

### Regular Meeting

April 7, 2015

5:30 p.m. – Fairmont City Hall Council Chambers

**Members present:** Ian Bents, Chris Pierce, Jenny Trushenski, Scott Unke

**Members absent:** Ed Willett, Wendy Emler

**Others present:** Rod Halverson-KSUM/KFMC and City Administrator Mike Humpal

Chairman Pierce called the meeting to order at 5:30 p.m.

**Agenda:** The agenda was accepted as presented on a motion by Bents, seconded by Trushenski and carried.

**Minutes:** The minutes of the March 3, 2015 meeting were approved as presented on a motion by Unke, seconded by Bents and carried.

**Annual Reviews:** Mike Humpal reviewed the two conditional use permits up for review noting that Ben Odegaard had contacted staff and is not using the property at 931 Lake Avenue for storage/warehousing and would like the conditional use permit voided. Bents made the motion to void the permit as requested by Mr. Odegaard at 931 Lake Avenue for a light industrial use in a B-3 General business district. The motion was seconded by Trushenski and carried. Trushenski made the motion to renew the permit for 1205 Highway 15 S, David M. King for a car wash in a B-3 General business district. Bents seconded the motion and it carried.

**Public Hearings:** None

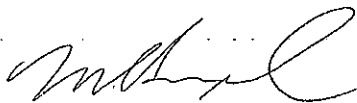
**Old Business:** None

### New Business:

- A. Mike Humpal presented the proposed project for the Maakestad Professional building to be located at 1501 S. State Street. Mr. Terry Maakestad has requested redevelopment Tax Increment Financing. The Planning Commission requirement is to review the project to insure that it conforms to city plans for development of the city as a whole. Humpal noted that the property is properly zoned for the use and the comp plan designates this area as business. Bents made the motion to offer the resolution for TIF District #25 – Maakestad Professional Building. The motion was seconded by Jenny Trushenski. On a roll call vote: Bents – yes, Trushenski – yes, Pierce – yes and Unke – yes. The resolution was duly adopted.

There being no further business, Unke made the motion to adjourn the meeting at 5:45 p.m. The motion was seconded by Bents and carried.

Respectfully submitted,



Mike Humpal, CEcD  
City Administrator

**CITY OF FAIRMONT  
PUBLIC UTILITIES COMMISSION  
WORK SESSION**

DRAFT

Tuesday, April 14, 2015  
7:30 A.M.  
City Hall Conference Room

**IN ATTENDANCE:** Commissioners Ziemer, Vetter, Johnson, Segar and Pierce.

**ALSO IN ATTENDANCE:** City Councilman Clerc, Public Works Dir./City Engineer Nemmers, City Finance Director Hoye, Electric Superintendent Meixell, Water/Wastewater Supt. Rainforth, Asst. Finance Officer Koeritz, and Asst. Finance Officer Lynch.

**ABSENT:** None.

Mr. Nemmers presented the revised Fourth Amendment to Equipment Location Lease with Cingular Wireless (formerly AT&T) for review and approval. Mr. Nemmers reported he discussed "Expansion of Premises" language in Item Number 5 with City Attorney Bloomquist that relates to calculation of additional rent if the leased area is expanded. They decided the best option would be to remove Item Number 5 from the lease amendment. After discussion, a motion was made by Mr. Vetter, seconded by Mr. Pierce, and carried to approve the Fourth Amendment to Equipment Location Lease with the removal of Item Number 5 "Expansion of Premises" on page 3 of the lease.

Mr. Nemmers reported on the 2015 weighted votes calculation for the 18 SMMPA member cities. For 2015, Fairmont has 5.34% of the weighted votes, compared with 5.38% for 2014. Mr. Nemmers noted that SMMPA will hold a spring informational meeting on April 16 in Owatonna starting at 5:30 pm that several Commissioners and staff are planning on attending.

Mr. Nemmers reported that he is waiting for one last proposal before he authorizes a consultant to begin phase 1 of the lime pond closure project.

There was discussion regarding characteristics of city water since the completion of the new water treatment plant. Water/Waste Water Supt. Rainforth noted that it may take a year or so for the new system to level out from the treatment changes. He noted that though some may be concerned about the hardness, our water is actually much less hard than the water in other communities in our area. Mr. Rainforth reported that the City has a consultant hired that will be coming to review and analyze our water, as well as help educate staff. Mr. Rainforth noted that the industrial park water tower maintenance is planned for June.

There being no other business, it was moved by Mr. Segar, seconded by Mr. Pierce and carried to adjourn the meeting at 8:10 am.

---

Brian Johnson, Secretary



**Fairmont Airport Advisory Board Minutes**  
**April 14, 2015**  
**5:30 p.m.**

**DRAFT**

**Board Members Present:**

  X   Kate Hawkins  
  X   Jeff Militello  
  X   Dennis Turner  
  X   Dustin Wiederhoeft  
  X   Tim McConnell

**Council Liaison**

  X   Terry Anderson

**Staff Present:**

  X   Troy Nemmers, P.E., Public Works Director  
  X   Lee Steinkamp, Airport Manager

**Others:**

  X   Marcus Watson, KLJ  
  X   Matt Johnson, Clark Eng. (by phone)

The **minutes** of the March 10, 2015 board meeting were approved as presented on a motion by Kate Hawkins, seconded by Dustin Wiederhoeft and carried.

**KLJ report:** Marcus Watson provided update and presentation on the hangar area pavement design options & standards.

**Airport Manager Report:** Lee Steinkamp provided the Manager's report; noted the Fly-In Breakfast June 28, 2015.

**Old Business:**

- Discussed MNDOT list of businesses at other Minnesota airports. The Board discussed what businesses would be viable for the Fairmont airport. Members were asked to visit the MnDOT website that summarizes existing airport information.

**New Business:**

- Discussed future plan for the airport to include recruiting a business to be located at the airport; upgrading FBO hangar and water/sewer options for the future.

There being no further business to come before the Board, Dustin Wiederhoeft made the motion to adjourn the meeting at 6:43 p.m. The motion was seconded by Kate Hawkins and carried.

Respectfully submitted:

Troy Nemmers, PE  
Public Works Director

# CITY OF FAIRMONT

## SAFETY COUNCIL MINUTES

DRAFT

MEETING DATE: April 20, 2015

5:30 PM

City Hall Council Chambers

Chr.	Stephen Roesner	<u>P</u>	VChr.	Sandee Nelson	<u>P</u>
Mbr.	Paul Carlson	<u>P</u>	Mbr.	Jim Utermarck	<u>A</u>
Mbr.	Rick Schaefer	<u>P</u>	Mbr.	Randy Rowan	<u>A</u>
CC.	Chad Askeland	<u>A</u>	PD	Police Dept	<u>A</u>
Stf.	Troy Nemmers	<u>P</u>	Others:		

The minutes of the March 16, 2015 were approved as presented on a motion by Paul Carlson, seconded by Rick Schaefer. The motion carried.

### OLD BUSINESS:

- A. Discussed no parking signs along Victoria between Prairie Avenue & Hampton Street. Staff is going to continue to monitor and investigate further the pedestrian traffic at this intersection. As this is a SRTS route the intersection may need some further evaluation for additional traffic/pedestrian controls. At this time there did not appear to be an immediate safety concern that would require the addition of no parking signs.
- B. Discussed bike trail at E. Belle Vue. Safety council asked to have a (small stop sign installed on the bike trail and the adjacent bush needs to be trimmed below 4' high. Staff will send the adjacent property owner a letter requesting the bush be trimmed.

### NEW BUSINESS:

- A. Discussed solar powered, driver feedback sign installation and potential locations. Several areas were discussed and will be considered for future installation of these signs.

There being no other business it was moved by Rick Schaefer, seconded by Sandee Nelson and carried to adjourn the meeting at 5:52 PM

Troy Nemmers, PE  
Public Works Director/City Engineer



## PARK BOARD MEETING

Meeting Minutes  
Tuesday, April 21, 2015  
5:00 p.m.

DRAFT

### Board Members Present:

☒ Vicki Schulte  
☐ Jodie Whitmore  
☒ Craig Nelson  
☐ Nancy Johnson  
☒ Mary Don Kislingbury  
☒ Tracy Meadows

### Council Member Present:

☒ Jim Zarling

### Staff Present:

☒ Troy Nemmers, Public Works  
Director/City Engineer  
☒ Nick Lardy, Streets/Parks  
Superintendent

### Others Present:

☒ Roni Dauer  
☐ Rod Halverson (KSUM)  
☐ Judy Bryan (Sentinel)

A motion was made by Craig Nelson to approve the minutes of March 17, 2015. The motion was seconded by Tracy Meadows and carried.

Monthly update: Troy Nemmers noted that Arbor Day celebration would be on Friday, April 24<sup>th</sup>. Troy presented the update that was included in the agenda.

CER update: Roni Dauer provided the update on CER activities; highlights from the Spring CER catalog.

### Old Business:

- a. Troy Nemmers provided information on shuffleboard pricing and location options. Board discussed ideas and noted to keep this in mind for future budget discussions.
- b. Discussed name options for the old Water Plant park. Staff will bring a list forward at the May meeting.

### New Business:

- a. Discussed recycling bins being placed in Gomsrud Park.
- b. A question was raised about what is being done on Sioux Park. Staff will follow up.

### Other discussion:

- a. Shared pictures of the progress at the Cedar Park Shelter.

A motion was made by Craig Nelson to adjourn the meeting at 5:46 p.m. The motion was seconded by Tracy Meadows and carried.

Respectfully submitted,

Troy Nemmers  
Public Works Director/City Engineer