

# FAIRMONT CITY COUNCIL AGENDA

## 1. CALL TO ORDER -

- Regular meeting of the Fairmont City Council held on

**MONDAY, MARCH 26, 2018**

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

## 2. ROLL CALL -

Mayor Foster

Councilors:

Cyphers

Hawkins

Hasek

Peters

Zarling

## 3. DETERMINATION OF QUORUM -

## 4. PLEDGE OF ALLEGIANCE -

## 5. APPROVAL OF AGENDA -

## 6. READING OF MINUTES –

6.1 Minutes of Regular Meeting, March 12, 2018

**(01-02)**

## 7. OPEN DISCUSSION

7.1 Open Discussion - Chris Johnston, Fairmont Soccer Association

**(03)**

## 8. RECOGNITIONS/PRESENTATIONS -

**9. SCHEDULED HEARINGS –**

- 9.1 Public Hearing – Ordinance 2018-12 Restrictive Floodplain Management Ordinance (04)
- 9.1a Hearing Notice (05)
- 9.1b Ordinance 2018-12 (06-15)

**10. ADMINISTRATIVE APPEALS –**

**11. FINANCIAL REPORTS –**

**12. REPORTS OF BOARDS, COMMITTEES, AND DEPARTMENT HEADS –**

**13. LICENSES AND PERMITS –**

- 13.1 Event Permit – Interlaken Heritage Days (16)
- 13.1a Application and attachment (17-19)

**14. OLD BUSINESS –**

**15. NEW BUSINESS –**

- 15.1 Interlaken Heritage Days Festival Funding (20)
- 15.1a Funding Support Request Letter (21)
- 15.2 Presentation on Eastside (Burton Lane) Stormwater Study (22)

- 15.3 City Attorney's Data Base/Echarging/MCAPS Program (23)
- 15.3a Ratification Statement (24)
- 15.3b Agreement to Provide Professional Services between Minnesota Counties Computer Cooperative and Strategic Technologies, Inc. (25-50)

**16. REGULAR AND LIQUOR DISPENSARY BILLS –**

**17. STATUS REPORTS/COUNCIL/STAFF INFORMATION**

**18. ADJOURNMENT –**

**ADDITIONAL ATTACHMENTS – (51-54)**

Fairmont Economic Development Authority Meeting Minutes, February 12, 2018

Board of Zoning Appeals Meeting Minutes, March 6, 2018

The minutes of the Fairmont City Council meeting held on Monday, March 12, 2018 at the City Hall Council Chambers.

Mayor Deborah Foster called the meeting to order at 5:30 p.m.

Mayor Deborah Foster, Council Members Ruth Cyphers, Tom Hawkins, Wayne Hasek, Bruce Peters and Jim Zarling were present. Also in attendance: City Administrator Mike Humpal, Public Works Director/City Engineer Troy Nemmers, Finance Director Paul Hoye, City Attorney Elizabeth W. Bloomquist, City Clerk Patricia Monsen and Chief of Police Mike Hunter.

It was moved by Council Member Zarling to approve the agenda as presented. Council Member Hasek seconded the motion and the motion carried.

It was moved by Council Member Cyphers, seconded by Council Member Hawkins and carried to approve the minutes of the regular City Council meeting of February 26, 2018.

Mayor Foster proclaimed March 11-17, 2018 as Girl Scout Week in the City of Fairmont. Rosemary Blomster and several fourth-grade girl scouts were present at the meeting.

Mayor Foster open the public hearing on proposed **Ordinance 2018-11**, an update to the City of Fairmont's Stormwater Ordinance, which was last updated on July 26, 2010 by **Ordinance 2010-06**. Tyler Cowing, Engineering Tech gave a presentation on the Stormwater Ordinance. There was no public comment. Council Member Zarling made a motion to close the public hearing. Council Member Cyphers seconded the motion and the motion carried. Council Member Peters made a motion to approve **Ordinance 2018-11**. Council Member Hawkins seconded the motion. On roll call: Council Members Cyphers, Hasek, Hawkins, Peters and Zarling all voted aye. No one voted nay. Mayor Foster declared said motion passed.

Council Member Zarling made a motion to adopt **Resolution 2018-12**, designating fund balances for specific purposes. Council Member Hasek seconded the motion. On roll call: Council Members Hasek, Hawkins, Peters, Zarling and Cyphers all voted aye. No one voted nay. Mayor Foster declared said motion passed.

Council Member Hawkins made a motion to approve the interfund transfers for 2017 as listed on an attached schedule. Council Member Zarling seconded the motion and the motion carried.

Chief Hunter presented the 2017 Fairmont Police Department Annual Report.

Linsey Preuss, Economic Development Coordinator, gave an update on the Economic Development Authority.

Council Member Zarling made a motion to approve the renewal of the Consumption and Display license for the Chain of Lakes Yacht Club. Council Member Peters seconded the motion and the motion carried.

Council Member Hasek made a motion to approve the Event Permit for Borderline Cruisers Car Club to barricade several downtown streets for a car show on Saturday, June 9, 2018. Council Member Hawkins seconded the motion and the motion carried.

Council Member Peters made a motion to approve a transient merchants license for TNT Fireworks from Florence, AL, to sell fireworks in the Walmart parking lot between June 20, 2018 and July 5, 2018, contingent on a satisfactory background check. Council Member Cyphers seconded the motion and the motion carried.

Council Member Zarling made a motion to call for a public hearing on proposed **Ordinance 2018-12**, a Restrictive Floodplain Management Ordinance. Council Member Hawkins seconded the motion and the motion carried.

Humpal invited the public to participate in a Minnesota Building Code Seminar on Thursday, March 22, 2018 from 5:00 – 7:30 p.m. at Southern MN Education Campus, Room 12. The course is free, but participants should register

Council Member Cyphers reported that she received an email from Toward Zero Deaths and that the preliminary numbers from the National Highway Traffic Safety Administration for 2017 is out and it looks as if traffic deaths were down.

Council Member Cyphers also stated that Region 9 is putting on a Rural Equity Community Learning Program. It will be eight, three-hour sessions in Mankato.

Mayor Foster reminded the public of the first of four citizen listening sessions scheduled for March 17, 2018 from 10:00 a.m. – 11:00 a.m. at the Knights of Columbus.

A motion was made by Council Member Zarling, seconded by Council Member Hawkins and carried to adjourn the meeting at 6:15 p.m.

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Deborah J. Foster  
Mayor


ATTEST:

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Patricia J. Monsen, City Clerk

MEETING DATE: March 26, 2018

SUBJECT: Open Discussion – Chris Johnston, Fairmont Soccer Association

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
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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
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<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: Chris Johnston with the Fairmont Soccer Association will update the City Council on Fairmont Soccer Association activities and its value to the City. The Soccer Association is in need of a Director and would like to ask the City to help staff this position.

MOTION:

VOTE REQUIRED:

ATTACHMENTS:


1.

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

MEETING DATE: March 26, 2018

SUBJECT: Public Hearing – Ordinance 2018-12 Restrictive Floodplain Management Ordinance

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
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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 type="checkbox"/>	Information Only
<input checked="" type="checkbox"/>	Ordinance 2 <sup>nd</sup> Reading (Roll call)	<input checked="" 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
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<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: Proposed Ordinance 2018-12, is being adopted as part of an effort to enroll the City of Fairmont in the National Flood Insurance Program and to incorporate relevant Flood Hazard Boundary Maps and Flood Insurance Rate Maps.

MOTION #1: To close Public Hearing

VOTE REQUIRED MOTION #1: Simple majority

MOTION #2: To approve Ordinance No. 2018-12

VOTE REQUIRED MOTION #2: Simple majority – Roll Call

**ATTACHMENTS:**

- Hearing Notice
- Ordinance 2018-12

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

OFFICIAL PUBLICATION

NOTICE OF HEARING

TO WHOM IT MAY CONCERN:

**NOTICE IS HEREBY GIVEN** that the City Council of the City of Fairmont will hold a public hearing to consider proposed Ordinance 2018-12, an Ordinance adopting a Restrictive Floodplain Management ordinance. This ordinance will allow the city to participate and maintain eligibility in the National Flood Insurance Program.

A complete copy of the proposed Ordinance may be viewed on the City of Fairmont's website or at the City Clerk's Office.

**You are further notified** said hearing will be held in the **City Council Chambers of City Hall**, 100 Downtown Plaza, Fairmont, Minnesota on Monday, March 26, 2018 at 5:30 p.m.

BY ORDER OF THE CITY OF FAIRMONT

/s/ Patricia J. Monsen  
Patricia J. Monsen, City Clerk



**ORDINANCE NUMBER 2018-12**

**RESTRICTIVE FLOODPLAIN MANAGEMENT ORDINANCE**

**WHEREAS**, the City of Fairmont has opted to participate and maintain eligibility in the National Flood Insurance Program which works to reduce the financial burden placed on property owners whose buildings are mapped into high-risk flood areas; and,

**WHEREAS**, participation in this program will allow residents in the flood hazard zone to qualify for flood insurance; and,

**WHEREAS**, this ordinance was reviewed by the Fairmont Planning Commission, the Fairmont City Council, and the Minnesota Department of Natural Resources.

**NOW THEREFORE THE CITY OF FAIRMONT DOES HEREBY ORDAIN**, that the City of Fairmont adopts the following:

ARTICLE XI: Floodplain Management Ordinance

**Section 26-900. STATUTORY AUTHORIZATION AND PURPOSE.**

(a) **Statutory Authorization:** The legislature of the State of Minnesota has, in Minnesota Statutes Chapter 103F and Chapter 462, delegated the responsibility to local government units to adopt regulations designed to minimize flood losses.

(b) **Purpose:**

- 1 This ordinance regulates development in the flood hazard areas of the City of Fairmont. These flood hazard areas are subject to periodic inundation, which may result in loss of life and property, health and safety hazards, disruption of commerce and governmental services, extraordinary public expenditures for flood protection and relief, and impairment of the tax base. It is the purpose of this ordinance to promote the public health, safety, and general welfare by minimizing these losses and disruptions.
- 2 National Flood Insurance Program Compliance. This ordinance is adopted to comply with the rules and regulations of the National Flood Insurance Program codified as 44 Code of Federal Regulations Parts 59 -78, as amended, so as to maintain the community's eligibility in the National Flood Insurance Program.
- 3 This ordinance is also intended to preserve the natural characteristics and functions of watercourses and floodplains in order to moderate flood and stormwater impacts, improve water quality, reduce soil erosion, protect aquatic and riparian habitat, provide recreational opportunities, provide aesthetic benefits and enhance community and economic development.

**SECTION 26-901. GENERAL PROVISIONS.**

(a) **Lands to Which Ordinance Applies:** This ordinance applies to all lands within the jurisdiction of the City of Fairmont shown on the Flood Hazard Boundary and Flood Insurance Rate Maps adopted in Section 2.2 as being located within the boundaries of the Floodplain District. The Floodplain District is an overlay district that is superimposed on all existing zoning districts. The standards imposed in the overlay districts are in addition to any other requirements in this ordinance. In case of a conflict, the more restrictive standards will apply.

(b) **Adoption of Flood Maps:** The following maps together with all attached material are hereby adopted by reference and declared to be a part of the Official Zoning Map and this ordinance. The attached material includes the effective Flood Hazard Boundary and Flood Insurance Rate Maps enumerated below. These materials are on file in the office of the City Clerk, 100 Downtown Plaza, Fairmont, MN.

- FIA Flood Hazard Boundary Map, No. H 01 – dated December 12, 1975
- FIA Flood Hazard Boundary Map, No. H 02 – dated December 12, 1975
- FIA Flood Hazard Boundary Map, No. H 03 – dated December 12, 1975
- FIA Flood Hazard Boundary Map, No. H 05 – dated December 12, 1975
- Martin County Flood Insurance Rate Map, No. 22 – converted by letter September 1, 1988
- Martin County Flood Insurance Rate Map, No. 23 – converted by letter September 1, 1988
- Martin County Flood Insurance Rate Map, No. 28 – converted by letter September 1, 1988
- Martin County Flood Insurance Rate Map, No. 29 – converted by letter September 1, 1988

(c) **Interpretation:** The boundaries of the Floodplain District are determined by scaling distances on the Flood Hazard Boundary and Flood Insurance Rate Maps.

- 1 Where a conflict exists between the floodplain limits illustrated on the official zoning map and actual field conditions, the flood elevations must be the governing factor. The Community Development Director must interpret the boundary location based on the ground elevations that existed on the site on the date of the first National Flood Insurance Program map showing the area within the regulatory floodplain, and other available technical data.
- 2 Persons contesting the location of the district boundaries will be given a reasonable opportunity to present their case to the Board of Zoning Appeals and to submit technical evidence.

(d) **Abrogation and Greater Restrictions:** It is not intended by this ordinance to repeal, abrogate, or impair any existing easements, covenants, or deed restrictions. However, where this ordinance imposes greater restrictions, the provisions of this ordinance prevail. All other ordinances inconsistent with this ordinance are hereby repealed to the extent of the inconsistency only.

(e) **Warning and Disclaimer of Liability:** This ordinance does not imply that areas outside the floodplain districts or land uses permitted within such districts will be free from flooding or

flood damages. This ordinance does not create liability on the part of the City of Fairmont or any officer or employee thereof for any flood damages that result from reliance on this ordinance or any administrative decision lawfully made hereunder.

(f) **Severability:** If any section, clause, provision, or portion of this ordinance is adjudged unconstitutional or invalid by a court of law, the remainder of this ordinance shall not be affected and shall remain in full force.

(g) **Definitions:** Unless specifically defined below, words or phrases used in this ordinance must be interpreted so as to give them the same meaning as they have in common usage and so as to give this ordinance its most reasonable application.

- 1 Base Flood – the flood having a one percent chance of being equaled or exceeded in any given year.
- 2 Base Flood Elevation – The elevation of the “regional flood,” as defined. The term “base flood elevation” is used in the flood insurance survey.
- 3 Development – any man-made change to improved or unimproved real estate including, but not limited to, buildings, manufactured homes, and other structures, recreational vehicles, mining, dredging, filling, grading, paving, excavation, drilling operations, or storage of materials or equipment.
- 4 Farm Fence – A fence as defined by Minn. Statute §344.02 Subd. 1(a)-(d). An open type fence of posts and wire is not considered to be a structure under this ordinance. Fences that have the potential to obstruct flood flows, such as chain link fences and rigid walls, are not permitted in the Floodplain District.
- 5 Flood Fringe – the portion of the floodplain located outside of the floodway.
- 6 Flood Insurance Rate Map - An official map of a community, on which the Federal Insurance Administrator has delineated both the special hazard areas and the risk premium zones applicable to the community.
- 7 Floodplain – the areas adjoining a watercourse which have been or hereafter may be covered by the regional flood.
- 8 Floodway – the bed of a wetland or lake and the channel of a watercourse and those portions of the adjoining floodplain which are reasonably required to carry or store the regional flood discharge.
- 9 Manufactured Home – a structure, transportable in one or more sections, which is built on a permanent chassis and is designed for use with or without a permanent foundation when attached to the required utilities. The term “manufactured home” does not include the term “recreational vehicle.”
- 10 Obstruction – any dam, wall, wharf, embankment, levee, dike, pile, abutment, projection, excavation, channel modification, culvert, building, wire, fence (with the exception of farm fences), stockpile, refuse, fill, structure, or matter in, along, across, or projecting into any channel, watercourse, or regulatory floodplain which may impede, retard, or change the direction of the flow of water, either in itself or by catching or collecting debris carried by such water.

- 11 Recreational Vehicle – a vehicle that is built on a single chassis, is 400 square feet or less when measured at the largest horizontal projection, is designed to be self-propelled or permanently towable by a light duty truck, and is designed primarily not for use as a permanent dwelling but as temporary living quarters for recreational, camping, travel, or seasonal use. For the purposes of this ordinance, the term recreational vehicle is synonymous with the term “travel trailer/travel vehicle.”
- 12 Regional Flood – a flood which is representative of large floods known to have occurred generally in Minnesota and reasonably characteristic of what can be expected to occur on an average frequency in the magnitude of the 1% chance / 100-year recurrence interval. Regional flood is synonymous with the term “base flood”.
- 13 Regulatory Flood Protection Elevation – an elevation no lower than three feet above the elevation of the regional flood plus any increases in flood elevation caused by encroachments on the floodplain that result from designation of a floodway.
- 14 Structure – anything constructed or erected on the ground or attached to the ground, including, but not limited to, buildings, factories, sheds, detached garages, cabins, manufactured homes, and other similar items.
- 15 Substantial Damage - damage of any origin sustained by a structure where the cost of restoring the structure to its before damaged condition would equal or exceed 50 percent of the market value of the structure before the damage occurred.
- 16 Substantial Improvement - within any consecutive 365-day period, any reconstruction, rehabilitation (including normal maintenance and repair), repair after damage, addition, or other improvement of a structure, the cost of which equals or exceeds 50 percent of the market value of the structure before the “start of construction” of the improvement. This term includes structures that have incurred “substantial damage,” regardless of the actual repair work performed. The term does not, however, include either:
  - a. Any project for improvement of a structure to correct existing violations of state or local health, sanitary, or safety code specifications which have been identified by the local code enforcement official and which are the minimum necessary to assure safe living conditions.
  - b. Any alteration of a “historic structure,” provided that the alteration will not preclude the structure’s continued designation as a “historic structure.” For the purpose of this ordinance, “historic structure” is as defined in 44 Code of Federal Regulations, Part 59.1.

(h) **Annexations:** The Flood Hazard Boundary and Flood Insurance Rate Map panels adopted by reference into Section 2.2 above may include floodplain areas that lie outside of the corporate boundaries of the City of Fairmont at the time of adoption of this ordinance. If any of these floodplain areas are annexed into the city after the date of adoption of this ordinance, the newly annexed floodplain lands will be subject to the provisions of this ordinance immediately upon the date of annexation.

**SECTION 26-902. ESTABLISHMENT OF FLOODPLAIN DISTRICT.**

(a) **Areas Included:** The Floodplain District for the City of Fairmont includes those areas designated as Zone A on the Flood Hazard Boundary and Flood Insurance Rate Maps adopted in Section 2.2. The Floodplain District is an overlay district to all existing land use districts. The requirements of this ordinance apply in addition to other legally established regulations of the

community. Where this ordinance imposes greater restrictions, the provisions of this ordinance apply.

- (b) **Compliance:** No new structure or land shall hereafter be used and no structure shall be constructed, located, extended, converted, or structurally altered without full compliance with the terms of this ordinance and other applicable regulations. Within the Floodplain District, all uses not listed as permitted uses in Section 4.0 are prohibited.

### **SECTION 26-903. PERMITTED USES AND STANDARDS IN THE FLOODPLAIN DISTRICT.**

- (a) **Permitted Uses:** The following uses are permitted within the Floodplain District without a permit provided that they are allowed in any underlying zoning district and not prohibited by any other ordinance; and provided that they do not require structures, fill, obstructions, excavations, drilling operations, storage of materials or equipment or any other form of development as defined in Section 2.7 of this ordinance. If the use does require any other form of development, a permit and compliance with Section 4.2 of this ordinance is required. The permit requirement may be waived if there is an application for a public waters work permit from the Department of Natural Resources.

- 1 Agricultural uses such as general farming, pasture, grazing, forestry, sod farming, and wild crop harvesting. Farm fences that do not obstruct flood flows are permitted.
- 2 Outdoor plant nurseries and horticulture.
- 3 Private and public recreational uses such as golf courses, tennis courts, driving ranges, archery ranges, picnic grounds, boat launching ramps, swimming areas, parks, wildlife and nature preserves, game farms, shooting preserves, target ranges, hunting and fishing areas, and single or multiple purpose recreational trails.
- 4 Lawns, gardens, parking areas, and play areas.
- 5 Railroads, roads, bridges, utility transmission lines, pipelines and other public utilities, provided that the Department of Natural Resources is notified at least ten (10) days prior to issuance of any permit.

(b) **Standards for Permitted Uses:**

- 1 The use must have low flood damage potential.
- 2 The use must not cause any increase in the stage of the 1% chance or regional flood or cause an increase in flood damages in the reach or reaches affected. This provision applies to structures (temporary or permanent), fill (including fill for roads and levees), deposits, obstructions, storage of materials or equipment, and all other uses.
- 3 Floodplain developments must not adversely affect the hydraulic capacity of the channel and adjoining floodplain of any tributary watercourse or drainage system.
- 4 Public utilities, roads, railroad tracks and bridges to be located within the floodplain must be designed in accordance with Sections 4.22 and 4.23 above, or must obtain a Conditional Letter of Map Revision meeting the requirements of 44 CFR 603(d).
  - a. When failure or interruption of these public facilities would result in danger to the public health or safety or where such facilities are essential to the orderly

functioning of the area, such facilities must be elevated to the regulatory flood protection elevation.

- b. Where failure or interruption of service would not endanger public health or safety, minor or auxiliary roads, railroads or utilities may be constructed at a lower elevation.
- 5 New or replacement water supply systems and sanitary sewage systems must be designed to minimize or eliminate infiltration of flood waters into the systems and discharges from the systems into flood waters.

**SECTION 26-904. ADMINISTRATION.**

- (a) **Community Development Director:** The Community Development Director or other official designated by the City Council must administer and enforce this ordinance.
- (b) **Development Approvals:** Any construction, enlargement, alteration, repair, improvement, moving or demolition of any building or structure must comply with the requirements of this ordinance. No mining, dredging, filling, grading, paving, excavation, obstruction, drilling operation or other form of development as defined in Section 2.7 of this ordinance are allowed, other than the uses identified in Section 4.1 and the activities allowed under Section 6.
- (c) **Permit Required.** A permit must be obtained from the Community Development Director prior to conducting the following activities:
- 1 Expansion, change, enlargement, or alteration of a nonconforming use as specified in Section 6 of this ordinance. Normal maintenance and repair also requires a permit if such work, separately or in conjunction with other planned work, constitutes a substantial improvement as defined in Section 2.7 of this ordinance.
  - 2 Any use that requires fill, obstruction, excavation, storage of materials, or any other form of development as defined in Section 2.7 of this ordinance.
  - 3 Permit applications must be submitted to the Community Development Director on forms provided for that purpose and shall include the following where applicable: plans drawn to scale, showing the nature, location, dimensions, and elevations of the lot; existing or proposed structures, fill, or storage of materials; and the location of the foregoing in relation to the stream channel.
  - 4 Prior to granting a permit, the Community Development Director must verify that the applicant has obtained all necessary state and federal permits.

(f) **Variances:**

- 1 An application for a variance to the provisions of this ordinance will be processed and reviewed in accordance with applicable state statutes as well as Chapter 26, Article II, Division 5 of the Fairmont Zoning Code.
- 2 A variance must not allow a use that is not allowed in that district, permit a lower degree of flood protection than the regulatory flood protection elevation for the particular area, or permit standards lower than those required by state law.

- 3 The following additional variance criteria of the Federal Emergency Management Agency must be met:
  - a. Variances must not be issued by a community within any designated regulatory floodway if any increase in flood levels during the base flood discharge would result.
  - b. Variances may only be issued by a community upon (i) a showing of good and sufficient cause, (ii) a determination that failure to grant the variance would result in exceptional hardship to the applicant, and (iii) a determination that the granting of a variance will not result in increased flood heights, additional threats to public safety, extraordinary public expense, create nuisances, cause fraud on or victimization of the public, or conflict with existing local laws or ordinances.
  - c. Variances may only be issued upon a determination that the variance is the minimum necessary, considering the flood hazard, to afford relief.
- 4 The Community Development Director must submit hearing notices for proposed variances to the Department of Natural Resources sufficiently in advance to provide at least ten days' notice of the hearing. The notice may be sent by email or U.S. Mail to the respective DNR area hydrologist.
- 5 A copy of all decisions granting variances must be forwarded to the Commissioner of the Department of Natural Resources within ten days of such action. The notice may be sent by electronic mail or U.S. Mail to the respective DNR area hydrologist.
- 6 The Community Development Director must notify the applicant for a variance that: 1) The issuance of a variance to construct a structure below the base flood level will result in increased premium rates for flood insurance up to amounts as high as \$25 for \$100 of insurance coverage and 2) Such construction below the base or regional flood level increases risks to life and property
- 7 The Community Development Director must maintain a record of all variance actions, including justification for their issuance, and must report such variances in an annual or biennial report to the Administrator of the National Flood Insurance Program, when requested by the Federal Emergency Management Agency.

**(g) Notifications for Watercourse Alterations:** Before authorizing any alteration or relocation of a river or stream, the Community Development Director must notify adjacent communities. If the applicant has applied for a permit to work in public waters pursuant to Minnesota Statute, Sec.103G.245, this will suffice as adequate notice. A copy of the notification must also be submitted to the Chicago Regional Office of the Federal Emergency Management Agency (FEMA).

**(h) Notification to FEMA When Physical Changes Increase or Decrease Base Flood Elevations:** As soon as is practicable, but not later than six months after the date such supporting information becomes available, the Community Development Director must notify the Chicago Regional Office of FEMA of the changes by submitting a copy of the relevant technical or scientific data.

## **SECTION 26-905. NONCONFORMITIES.**

(a) **Continuance of Nonconformities:** A use, structure, or occupancy of land which was lawful before the passage or amendment of this ordinance, but which is not in conformity with the provisions of this ordinance may be continued subject to the following conditions.

- 1 A nonconforming use, structure, or occupancy must not be expanded, changed, enlarged, or altered in a way that increases its nonconformity. There shall be no expansion to the outside dimensions of any portion of a nonconforming structure located within the Floodplain District. Any expansion or enlargement of uses, structures, or occupancies within the Floodway District is prohibited.
- 2 If any structure experiences a substantial improvement as defined in this ordinance, then the entire structure must meet the standards of Section 5.0 or 6.0 of this ordinance for new structures, depending upon whether the structure is in the Floodway or Flood Fringe District, respectively. If the current proposal, including maintenance and repair during the previous 365 days, plus the costs of any previous alterations and additions since the first Flood Hazard Boundary or Flood Insurance Rate Map (December 12, 1975) exceeds 50 percent of the market value of any nonconforming structure, the entire structure must meet the standards of Section 6.2 of this ordinance.
- 3 If any nonconforming use, or any use of a nonconforming structure, is discontinued for more than one year, any future use of the premises must conform to this ordinance.
- 4 If any nonconformity is substantially damaged, as defined in Section 2.7 of this ordinance, it may not be reconstructed unless it is located in the flood fringe portion of the floodplain and it is reconstructed in accordance with the standards of Section 6.2 of this ordinance
- 5 Any substantial improvement, as defined in Section 2.7 of this ordinance, to a nonconforming structure, then the existing nonconforming structure must be located in the flood fringe portion of the floodplain and meet the requirements of Section 6.2 of this ordinance.

(b) **Standards for Reconstruction of Nonconforming Structures.** The following standards and procedures apply to nonconforming structures in the flood fringe portion of the floodplain, as allowed under Section 6.1.

- 1 All structures, including manufactured homes, must be elevated on fill so that the lowest floor including basement floor is at or above the regulatory flood protection elevation.
- 2 Fill must be properly compacted, and the slopes must be properly protected by the use of riprap, vegetative cover or other acceptable method.
- 3 Floodplain developments must not adversely affect the hydraulic capacity of the channel and adjoining floodplain of any tributary watercourse or drainage system.
- 4 All manufactured homes must be securely anchored to an adequately anchored foundation system that resists flotation, collapse and lateral movement. Methods of anchoring may include, but are not limited to, use of over-the-top or frame ties to ground anchors. This requirement is in addition to applicable state or local anchoring requirements for resisting wind forces.



- 5 On-site Sewage Treatment and Water Supply Systems: Where public utilities are not provided: 1) On-site water supply systems must be designed to minimize or eliminate infiltration of flood waters into the systems; and 2) New or replacement on-site sewage treatment systems must be designed to minimize or eliminate infiltration of flood waters into the systems and discharges from the systems into flood waters and they shall not be subject to impairment or contamination during times of flooding. Any sewage treatment system designed in accordance with the State's current statewide standards for on-site sewage treatment systems shall be determined to be in compliance with this Section.
- 6 Certification. The applicant is required to submit certification by a registered professional engineer, registered architect, or registered land surveyor that the finished fill and building elevations were accomplished in compliance with the provisions of this ordinance. Floodproofing measures must be certified by a registered professional engineer or registered architect.
- 7 Record of First Floor Elevation. The Community Development Director must maintain a record of the elevation of the lowest floor (including basement) of all new structures and alterations to existing structures in the floodplain. The Community Development Director must also maintain a record of the elevation to which structures and alterations or additions to structures are floodproofed.

#### **SECTION 26-906. PENALTIES AND ENFORCEMENT.**

- (a) **Violation Constitutes a Misdemeanor:** Violation of the provisions of this ordinance or failure to comply with any of its requirements (including violations of conditions and safeguards established in connection with grants of variances) constitutes a misdemeanor and is punishable as defined by law.
- (b) **Other Lawful Action:** Nothing in this ordinance restricts the City of Fairmont from taking such other lawful action as is necessary to prevent or remedy any violation. If the responsible party does not appropriately respond to the Community Development Director within the specified period of time, each additional day that lapses will constitute an additional violation of this ordinance and will be prosecuted accordingly.
- (c) **Enforcement:** In responding to a suspected ordinance violation, the Community Development Director and City Council may utilize the full array of enforcement actions available to it including but not limited to prosecution and fines, injunctions, after-the-fact permits, orders for corrective measures or a request to the National Flood Insurance Program for denial of flood insurance availability to the guilty party. The City must act in good faith to enforce these official controls and to correct ordinance violations to the extent possible so as not to jeopardize its eligibility in the National Flood Insurance Program.

#### **SECTION 26-907. AMENDMENTS.**

- (a) **Floodplain Designation – Restrictions on Removal:** The floodplain designation on the Official Zoning Map shall not be removed from floodplain areas unless it can be shown that the designation is in error or that the area has been filled to or above the elevation of the regulatory flood protection elevation and is contiguous to lands outside the floodplain. Special exceptions to this rule may be permitted by the Commissioner of the Department of Natural Resources if the Commissioner determines that, through other measures, lands are adequately protected for the intended use.

- (b) **Amendments Require DNR and FEMA Approval:** All amendments to this ordinance must be submitted to and approved by the Commissioner of the Department of Natural Resources (DNR) prior to adoption. The Commissioner of the DNR must approve the amendment prior to community approval.
- (c) **Map Amendments Require Ordinance Amendments.** The floodplain district regulations must be amended to incorporate any revisions by the Federal Emergency Management Agency to the floodplain maps adopted in Section 2.2 of this ordinance.

Motion by:  
Seconded by:  
All in Favor:  
Opposed:  
Abstained:  
Absent:

PASSED, APPROVED AND ADOPTED THIS 26<sup>th</sup> day of March 2018.

---

Deborah J, Foster, Mayor


---

Patricia J. Monsen, City Clerk

1<sup>st</sup> Reading: March 12, 2018  
2<sup>nd</sup> Reading: March 26, 2018

MEETING DATE: March 26, 2018

SUBJECT: Interlaken Heritage Days Event Permit

REVIEWED BY: Mike Humpal, CEcD, City Administrator 

SUBJECT INITIATION BY:

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

STATEMENT: The Interlaken Heritage Days Committee has applied for an Event Permit for events to be held June 8 – 10, 2018. All events are outlined on the event application and attachments.

MOTION: To approve the event permit for Interlaken Heritage Days to be held June 8 – 10, 2018.

VOTE REQUIRED: Simple majority

ATTACHMENTS:

- 1. Application and attachment

\*\*\*\*\*

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



# EVENT APPLICATION/PERMIT

This form must be filed with the City at least thirty (30) days in advance of the event. The City will review the application in accordance with the permitting process outlined in the City Code, Chapter 18. Attach additional sheets, maps, etc. if necessary. For events which include overnight camping a separate addendum must be included with the event application.

Date: 2/20/18

Permit Fee: \$15.00

Event: Interlaken Heritage Days

Sponsoring entity: Interlaken Heritage Days

Address: PO Box 322; Fairmont, MN 56031

Maximum estimated number of persons expected to attend at any one time: \_\_\_\_\_

Event coordinator(s): Marlys Brummond / Vice Chair Rachel Greeley / Secretary / Treasurer  
Contact Info: 507-236-3841 Phone # 507-236-2953  
interlakenheritagedays@gmail.com E-mail

Primary contacts (during event):  
Name: Marlys Brummond Name: Rachel Greeley  
Cell#: 507-236-3841 Cell#: 507-236-2953  
E-mail: interlakenheritagedays@gmail.com E-mail: interlakenheritagedays@gmail.com

Event Start: Day/Date Friday, June 8, 2018 Time: 5pm  
Event End: Day/Date Sunday, June 10, 2018 Time: 5pm  
Setup: Day/Date Friday, June 8, 2018 Start time: 8am End Time: 5pm  
Teardown: Day/Date Sunday, June 10, 2018 Start time: 5pm End Time: 7pm

1. Type and description of the event and a list of all activities to take place at the event.  
Please see attached.

2. Proposed location of event, including a site plan or diagram of the proposed area to be used showing the location of any barricades, perimeter/security fencing, fire extinguishers, safety or first aid stations, entertainment, stages, restrooms or portable toilets, parking areas, ingress and egress routes, signs, special lighting, trash containers and any other items related to the event.  
Friday evening and Saturday events will be held at Heritage Acres.  
Kiddie & main parades on Saturday  
Sunday events will be held at Gomsrud Park.

3. Will outside drinking water or waste collection systems be supplied?  Yes;  No  
If yes, supply public health plans, including the number of toilet facilities that will be available.
  
4. Will the event be providing: fire prevention, emergency medical service, security and severe weather shelter.  Yes;  No  
If yes, provide the written plans.
  
5. Will organizers allow outside food wagon/vendors at the event?  Yes;  No  
If yes, all food wagons/vendors must complete a Food Wagon/Vendor Permit and submit payment.
  
6. Will camping or temporary overnight lodging be included for the event? (allowed only at Cedar Creek Park and Winnebago Sports Complex):  Yes;  No  
If yes, event coordinator must complete temporary overnight camping permit and submit payment.
  
7. Will the event be using any sound amplification, public address system or will there be any live performances of any music or musical instruments?  Yes;  No  
If yes, please describe: \_\_\_\_\_
  
8. Will the event restrict or alter normal parking, vehicular traffic or pedestrian traffic patterns?  Yes;  No  
If yes, provide a detailed description of all public rights of way and private streets for which the applicant requests the city to restrict or alter traffic flow. (Please attach a detailed map).
  
9. Will you be providing shuttle service?  Yes;  No  
If yes, provide offsite parking locations, shuttle routes, types of vehicles that will be used for shuttling passengers, hours of operation and frequency of shuttle service.

I affirm that I am authorized to execute this application on behalf of the applicant and that the statements contained therein are true and correct to the best of my knowledge. If the special event requires special services provided by the City of Fairmont, the applicant agrees to indemnify, defend and hold the City of Fairmont, its officials, employees, and agents harmless from any claim that arises in whole or in part out of the special event, except any claims arising solely out of the negligent acts or omissions of the City of Fairmont, its officials, employees and agents. The applicant agrees to pay all fees and meet all City Code requirements.

Signature Garrett H. Dumbek Title Board member Date 3-12-18

If you would like your event published on the City's website/Community Calendar, please indicate:  Yes;  No

Office Use Only			
\$15.00 Fee Paid	Date:	Received by:	
Requires Council Approval	<input checked="" type="checkbox"/> Yes; <input type="checkbox"/> No	Council Meeting Date:	Action:
City Administrator Approval	Yes	No	Date

- Permit distribution:
- \_\_\_\_\_ City
  - \_\_\_\_\_ Applicant
  - \_\_\_\_\_ Police
  - \_\_\_\_\_ Parks/Streets
  - \_\_\_\_\_ Other

## Interlaken Heritage Days 2018 Schedule of Events

### Friday, June 8

- 5p-8p Community Meal at Heritage Acres
- The Musical Group "Heart Song" will be providing the entertainment during the meal.

### Saturday, June 9


- All buildings will be open at Heritage Acres from 10am-4p, with below activities occurring there.
  - Flea Market/Vendor show/Crafts
  - Non-Profit Booths
  - Bouncy Houses/Inflatables for children
  - Fairmont MN Rocks/Rock Painting
  - Caricatures by Casey
  - Dougy's Twisting Balloons
  - Other craft/ activities in the works.
- 
- Kiddie Parade and Main Parade. Same Route as last year.
  - Street Dance with the band "IV Play" on First Street

### Sunday, June 10

- Activities at Gumsrud Park
- Art events
- Caricatures by Casey
- Dougy's Twisting Balloons
- Bouncy Houses/Inflatables for children
- Other craft/activities in the works.
- Canoe Rides sponsored by SMILES

MEETING DATE: March 26, 2018

SUBJECT: Interlaken Heritage Days Festival Funding

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
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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"/>	

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 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: Marlys Brummond, Chairperson for thee Interlaken Heritage Days committee, will be at the meeting to request that the Council consider making a donation to this year’s event. The committee is requesting a donation of \$10,000.00 to support the event.

MOTION: To approve \$10,000.00 in funding to the Interlaken Heritage Days Committee for the 2018 community festival.

VOTE REQUIRED: Simple majority

ATTACHMENTS:

1. Interlaken Heritage Days Festival Funding Support Request Letter
- 2.
- 3.

\*\*\*\*\*

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

Dear Fairmont City Council members,  
February 20, 2018

Tuesday,

I am writing on behalf of the Interlaken Heritage Days committee and our ongoing efforts to plan, organize and provide the 30<sup>th</sup> annual Interlaken Heritage Days summer event in June. We are currently a committee of 6 individuals who have put in numerous hours to plan the upcoming 2018 event.

I have included a list of our proposed upcoming events with the Event Permit Application submitted with payment on Monday, March 5, 2018. Our committee has kept a schedule very similar to last year's event. We are currently scheduled to kick off the 2018 summer event with a free community meal on Friday, June 8<sup>th</sup> at Heritage Acres and end our weekend on Sunday, June 10<sup>th</sup> at Gomsrud Park.

New events that the committee has added to our line-up this year include a community art project with Jessica Sovell of Little Bird Creative Space and the Red Rock Center for the Arts. The local Facebook group Fairmont MN Rocks will be joining us this year with a rock painting activity that could literally have a little piece of Fairmont traveling the globe! This year's event will also feature a craft show/flea market on Saturday. Space will also be available to area non-profit organizations to join us to help them reach community members with their message. The Masonic Lodge members have graciously agreed to help serve the community meal.

It is the goal of our committee to continue building on the events and activities that have been brought back in the recent years and that we can bring an even larger event to the community of Fairmont to celebrate all the Fairmont has to offer as the "City of Lakes"!

In support of our efforts to provide a series of free/low cost activities to citizens of all ages, abilities and circumstances, and celebrate the uniqueness of the Fairmont area and our lakes that Interlaken Heritage Days were founded on in 1988. We are requesting a contribution of \$10,000 from the City of Fairmont. The funds would help off-set the costs of the 3-day celebration, parade and advertising in addition to our other fundraising efforts which include; Holy Hot dish series of meals held in coordination with local churches, our Spring Vendor show at Five Lakes Center, Little Miss & Mr. and Junior Miss & Mr. of Fairmont contests, the \$10,000 grant we received from the Martin County Area Foundation for art events and music shows/concerts, as well as several other grants that have been written. We have already received donations/sponsorship from area businesses such as American Legion, and SMILES Center for Independent Living, Olson Rentals, Profinium, Bolten & Menk and Fairmont Ford through our letter campaign last fall and continue with these efforts to support the annual event.

The committee is available for any questions you may have. We can be contacted via email at [interlakenheritagedays@gmail.com](mailto:interlakenheritagedays@gmail.com). I am available personally by phone at 507-848-4664. Thank you for your time and consideration of our request!

Respectfully submitted,

Marlys Brummond

Interlaken Heritage Days Chairperson on behalf of the entire committee



**MEETING DATE:** March 26, 2018

**SUBJECT:** Presentation on Eastside (Burton Lane) Stormwater Study

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

**SUBJECT INITIATION BY:**

Petition	Board	<b>X</b>	Staff	Council	Commission	Committee
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**SUBJECT BACKGROUND:** Troy Nemmers, PE, Director of Public Works/City Engineer

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

**COUNCIL LIAISON:**

**TYPE OF ACTION:**

Motion (Voice Vote)	Resolution (Roll Call)	Discussion
Ordinance 1 <sup>st</sup> Reading (Introduction only)	Set Public Hearing (Motion)	<b>X</b> Information Only
Ordinance 2 <sup>nd</sup> Reading (Roll call)	Hold Public Hearing (Motion to close)	

**RECOMMENED ACTION BY:**

City Staff	Board	Commission	Committee
Issuance	Approval	Authorization	No recommendation
Denial	Rejection	<b>X</b> No action needed	

**STATEMENT:** The City hired Bolton & Menk to evaluate the stormwater infrastructure and ponding requirements of the eastside storm sewer. Specifically looking at the area near the Friendship Village community and the adjacent street, Burton Lane. Both of these areas have a history of flooding during moderate storm events. Staff from Bolton & Menk will present their findings and some alternatives to consider when addressing future stormwater projects in that area.

**MOTION:** None required

**VOTE REQUIRED:** N/A


**ATTACHMENTS:**

- 1.
- 2.

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

MEETING DATE: March 26, 2018

SUBJECT: City Attorney's Data Base/Echarging/MCAPS Program

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
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SUBJECT BACKGROUND: Elizabeth W. Bloomquist, City Attorney

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
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<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 software necessary for facilitating echarging through the court is provided to the City Attorney's Office through Minnesota Counties Computer Cooperative. In order for the City Attorney's Office to continue to use this software, the City needs to reaffirm the City's participation in the Minnesota Counties Computer cooperative. The attached documents are necessary for this reaffirmation.

MOTION: To approve the signing of the Ratification Statement by the Mayor and City Clerk.

VOTE REQUIRED: Simple majority

ATTACHMENTS:

1. Ratification Statement
2. Agreement to Provide Professional Services between Minnesota Counties Computer Cooperative and Strategic Technologies Inc.

\*\*\*\*\*

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

## BOARD RATIFICATION STATEMENT

The Fairmont City Council on behalf of the City Attorney's Office has ratified the PROFESSIONAL SERVICES AGREEMENT BETWEEN MINNESOTA COUNTIES COMPUTER COOPERATIVE And STRATEGIC TECHNOLOGIES INCORPORATED for the maintenance and support of MCAPS.

The Agreement will be effective January 1, 2018 through December 31, 2022. This Agreement commits the participating members for the term of the contract and the financial obligations associated with this contract.

Signed: \_\_\_\_\_  
Deborah J. Foster, Mayor

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

Attest: \_\_\_\_\_

Title: Patricia J. Monsen, City Clerk

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

**AGREEMENT TO PROVIDE PROFESSIONAL SERVICES BETWEEN  
MINNESOTA COUNTIES COMPUTER COOPERATIVE**

And

**STRATEGIC TECHNOLOGIES INCORPORATED**

1/1/2018

This Agreement dated and to be effective as of the date set forth above by and between the Minnesota Counties Computer Cooperative, organized and doing business under Minnesota's joint exercise of power statute (MN Stats § 471.59), with principal offices at 100 Empire Drive, Suite 201, St. Paul, Minnesota, 55103, for the benefit of and use by its participating end user members ("MnCCC") and **Strategic Technologies Incorporated**, a Minnesota corporation with principal offices at 9905 45th Avenue North, Suite 220, Plymouth, MN 55442 ("VENDOR").

**WITNESSETH**

**WHEREAS**, MnCCC wishes to retain VENDOR to provide certain professional services and expertise to obtain computer programming and technical assistance for the maintenance and support of MnCCC's copyrighted, proprietary and confidential computer software system known as the **Minnesota County Attorney Practice System™** software ("MCAPS"); and

**WHEREAS**, VENDOR has and will be expected to render substantial services and expertise hereunder.

**NOW THEREFORE**, in consideration of the mutual promises and agreements contained herein, and for other good and valuable consideration, the parties agree as follows:

**I. Systems to be Supported**

VENDOR agrees to provide the computer programming, technical assistance, and related professional services to support and maintain the systems and systems components of MCAPS, in exchange for MnCCC's payment of certain fees as summarized in **Attachment A**, which is attached and incorporated by reference.

**II. Definition of Included Support Services**

The software support fees paid by MnCCC are identified in **Attachment A - MCAPS Support Fee Schedule**. These fees shall fully compensate VENDOR for the following Services:

#### A. General MCAPS Support Activities (All MCAPS Users)

1. Track MCAPS support incidents and report out to the County Attorney Executive Committee per the MCAPS Service Level Agreement (SLA) attached and incorporated by reference as **Attachment B**.
2. Provide supporting documentation for County Attorney Executive Committee meetings (up to 12 times per year) with respect to MCAPS bugs/fixes and open MCAPS Enhancement Requests (including categories Approved, Completed, New, Committee, Tabled, Denied, Withdrawn and Research statuses).
3. Provide any MCAPS revisions necessitated by changes in applicable Minnesota statutes, laws or regulations. MnCCC will advise VENDOR of any requested changes to MCAPS as necessitated by changes in Minnesota statutes, laws, or regulations and provide sufficient details to support VENDOR in making the changes. Further, these changes will be subject to written work order as described in Section II – E.1.
4. Revisions necessitated by change in underlying MCAPS operating systems.
5. Revisions necessitated by changes in current state reporting requirements (609.11 Report, MCCVS Report, or other reporting tools established in MCAPS (new tools would require an enhancement request)
6. Training. Provide eighty (80) hours of training per year, with up to thirty (30) hours available to rollover from year to year. Preparation of training materials and presentations are included in the eighty (80) hours. Training will include webinars and in person training. Travel for in person training will be billable as defined in Section IV.F. In addition to the eighty (80) hours, VENDOR will also provide up to two-days (16 hours) training including preparation time at the MnCCC Annual Conference and an additional optional one-day User training session at a time and location selected by MnCCC.
7. Preparation work and attendance at MCAPS Executive, Enhancement, Technology, and Standards Committee meetings or other MCAPS Committees as recommended by the MCAPS Executive Committee.
8. Bug fix work in MCAPS or related applications and services for legacy code not originally developed by the VENDOR.
9. System design, prototyping, estimating, meeting time, and project management related to the planning of new enhancements or new system initiatives.
10. Consulting and product management services as needed with other criminal justice partners.
11. Sales Support. VENDOR will support MnCCC in any MCAPS marketing efforts at the direction of MnCCC, including but not limited to conference calls, responding to RFPs/RFIs and software demos. Travel time for such support is not subject to the fee support, and shall be billable to MnCCC at the discounted rates and in the manner identified in Section IV.F.
12. Other activities as approved by the MCAPS Executive Committee.

## **B. Level 1 Software Support**

Logging of, and responding to, email and phone support requests from MCAPS users regarding MCAPS application usage. Each support request is to be logged as to the nature of the request/issue and county/agency/department that originated the request. Level 1 support will resolve basic user issues for the MCAPS users and escalate more complex issues to Level 2 support.

## **C. Level 2 Support**

Engage with MCAPS users on more complex support issues escalated from Level 1 support. Will resolve issues that can be addressed via ad hoc training; by providing alternate approaches to resolving issue; or by documenting the issue more fully so that it can be addressed by Level 3 support as a MCAPS bug or enhancement request. Level 2 support will provide direction to MCAPS users and to Level 3 support in terms of whether or not the MCAPS functionality is working as designed, or appearing to be a code bug that needs to be addressed by Level 3. If it is determined that the code is functioning as designed, then the MCAPS user will be instructed to submit an enhancement request through the VENDOR's helpdesk.

## **D. Level 3 Support**

Perform MCAPS code analysis, programming, testing and project management related to bugs, as escalated from Level 2 support. Level 3 support for bugs escalated from Level 2 support is included in the fees identified in **Attachment A**.

Level 3 support will also include the following:

1. Estimating of MCAPS Enhancement Requests, based on the documented requirements as submitted by MnCCC and Level 2 support.
2. Technical Design of approved Enhancement Requests, with review and sign-off by MnCCC prior to all coding activities.
3. On-going design, development, technical testing and deployment as described in "MCAPS Infrastructure Modernization" Section II – H below.

**Additional programming, coding and testing services identified in Section II.D(1) – (3) above will be performed by VENDOR and chargeable to MnCCC if and as approved in a Work Order negotiated and signed by the parties. No additional Level 3 charges will be made without prior authorization by MnCCC.**

## **E. Enhancements**

Requirement of Work-Orders: With the exception of provision of pre-priced, fee support and maintenance services as designated as Support, VENDOR shall provide all

professional services hereunder as specified and pre-authorized by MnCCC in a written Work Order, in substantially the form of **Attachment C**.

1. Written Work Orders shall document the scope and timelines for any Enhancements, and shall contain at a minimum the following:
  - a. a maximum cost to MnCCC for the specified work (MnCCC or any other party hereunder has no obligation to pay any amount in excess of the amount specified unless so pre-authorized in writing by MnCCC. Additionally, any incremental payments must be specified in the Work Order, and must be related to the accomplishment of specified tasks);
  - b. identification of the software version that the Enhancements will be made to;
  - c. specifications as to what services are to be performed;
  - d. identification of any third party software or freeware needed, along with associated costs;
  - e. a description of the work, software code, documentation and other relevant deliverables;
  - f. the due date for completion of the services to be provided, including a schedule for development and testing;
  - g. identification of two or three users that will provide beta testing of the enhancement and any expectations regarding such beta testing, unless this requirement is expressly waived by the MnCCC Executive Committee or its designee;
  - h. a schedule of status reports, if any, of the services being performed and the progress made;
  - i. the criteria, process and means that the Enhancements deliverables are to be accepted as complete and satisfactory;
  - j. identification of applicable performance milestones and payment terms.
  - k. a means for both parties to sign and evidence their binding agreement to the Work Order specifications and terms. Changes to Work Orders can only be made by mutual consent, documented in writing and signed by the parties.
  
2. Types of Work Orders: Work orders shall be either global or participatory. Global work orders are for work on the MCAPS system as a whole, for all users, and for which County Attorney User Group funds shall be used. Participatory work orders are for work performed for one or more specified users and for which the specified users shall be liable for. All Work Orders must be approved in writing by MnCCC prior to initiation of any work by VENDOR. A sample Work Order is attached to this Agreement as **Attachment C**.

#### **F. Installation Support**

For users not able or interested in performing their own MCAPS updates or new release installations, or who do not have another provider, VENDOR will perform the

installations as part of this optional support element. A minimum hourly fee for such installation support services will be charged per installation, and as set forth in **Attachment A**.

Installation support will be performed by VENDOR via a signed Work Order, and chargeable only to users who choose this option.

#### **G. MCAPS Project Coordinator**

The VENDOR will assign a MCAPS Project Coordinator position that will regularly engage in MCAPS project management and will serve as the MCAPS lead contact and liaison.

#### **H. MCAPS Infrastructure Modernization**

With the specific activity as agreed to and as pre-approved by MnCCC, VENDOR will work ongoing on the underlying architecture of MCAPS as part of Level 3 support, and in order to remain current with respect to the "code stack" that supports the functional capabilities of MCAPS, and which will take up to 5,000 person hours to complete. The code stack generally refers to, but is not limited to: source code, SQL database, third-party products, security layer, web browser, web server, .NET framework, software and scripting language, web services, integrations with external systems, and other interfaces. In addition to this activity, infrastructure modernization also includes designing and creating new capabilities to support a more automated installation of MCAPS updates and new releases, and on-going technical documentation updates. Technical documentation requirements shall be defined on a regular basis with MnCCC and prioritized along with code update activity. Examples of technical documentation include:

1. Detailed documentation on the database structure and core application design, interfaces and Microsoft AD integration.
2. Documentation on all application module usage and code levels, including any registrations or licensing. Develop a plan to keep these current, patched and up to date.

The MCAPS infrastructure modernization fund is to include 5,000 person hours during the term of this Agreement, initially allocated at 1,000 hours for each calendar year, with monthly report out on specific progress made against approved plans and hours logged. Should 1,000 hours annually be insufficient for the demand/needs in this area, then additional hours may be authorized by MnCCC during a calendar year, including the reallocation of hours from future years, and/or new hours chargeable at then-current **Attachment A** time and materials rates.

Should VENDOR fail to provide 1,000 hours in support of MCAPS infrastructure



modernization during a given calendar year, then any unused hours will be rolled into the next calendar year(s) for as long as this Agreement remains in force. If a Renewal Term is agreed to by the parties, an additional 3,000 hours shall be added to the MCAPS infrastructure modernization fund, initially allocated at 1,000 hours for each year of the Renewal Term. During the Initial Term of this Agreement or in any Renewal Term of this Agreement, if the balance of hours required for MCAPS infrastructure support, based on actual activity, is projected to be greater than remaining hours required to support known modernization activities, then hours may be shifted to MCAPS Enhancements, in order to “consume” available hours or pay for Software Support overages. Up to 150 hours of work by the VENDOR may be charged to infrastructure support for hours incurred in the fourth quarter of 2017 in preparation for product management.

**MCAPS modernization will be performed by VENDOR only and associated costs are included in the Software Support fees payable this Agreement.**

**I. Additional Requirements**

1. VENDOR must obtain written permission from MnCCC to add any VENDOR or third party plug-ins or code proposed to be incorporated into the MCAPS system. This includes, but is not limited to, any “freeware” or “shareware”, which shall be avoided where possible. Once approved, those plug-ins or third party code will be included, maintained and updated as part of this Agreement, unless a special support addendum is executed and attached to this Agreement. VENDOR shall provide to MnCCC within 90 days of contract signing, a detailed list specifying all third party code and plug-ins used in the existing MCAPS application. MnCCC acknowledges and agrees that pre-existing plug-ins and third party code incorporated into the MCAPS system are accepted, and shall remain subject to full MCAPS support hereunder.
2. For new software development performed after 4/1/2018, VENDOR shall provide current, full and detailed database and application design and programming documentation for all parts of the MCAPS application including third party code ~~and~~ ~~ons~~, per provision in Section II – G above.
3. VENDOR shall follow the MnCCC source code and documentation policy.
4. VENDOR shall obtain and/or maintaining BCA certification (BCA Vendor Vetting and agreements for access to a CJDN restricted network).

**J. Service Level Agreement, Priorities and Escalation – See *Attachment B*.**

**K. *Virus, Malware, Unapproved and/or Unauthorized Code***

1. VENDOR shall retain sole responsibility and liability for delivering all electronic files and other deliverables to MnCCC under this Agreement, free of any Virus, Malware or Unapproved and/or Unauthorized Code. VENDOR warrants and represents that

any data, programs, hardware or firmware provided, or sourced, by VENDOR to MnCCC shall be free, at the time of receipt, of any computer Virus, Malware, Unapproved and/or Unauthorized Code.

2. "Virus, Malware, Unapproved and/or Unauthorized Code" for purpose of this Agreement means any harmful or hidden programs or data incorporated therein with malicious or mischievous intent, including any code, program or device that would shut off, limit or interfere with the full, unrestricted access and use by MnCCC, its user members and other end user licensees. This would also include, but not limited to, the entering of any illegal, virus, malware, unapproved and/or any unauthorized code containing or triggering any unauthorized, mentally disturbing, vulgar, adult or porn type, virus, malware, trojans, bugs, tracking or reporting code or device, or potentially malicious data into MnCCC and / or member systems or networks.

#### **L. Governing Law; Compliance with Laws**

This Agreement shall be governed by and construed in accordance with the internal substantive and procedural laws of the State of Minnesota, without giving effect to the principles of conflict of laws. All proceedings related to this Agreement, to be commenced by VENDOR shall be venued in the applicable federal or state courts located in Ramsey County, Minnesota, and VENDOR hereby irrevocably consents to the jurisdiction and venue of such courts, and agrees to commence any actions solely in such courts.

The parties shall each abide by all applicable Federal, State or local laws, statutes, ordinances, rules and regulations now in effect, or here after adopted, pertaining to this Agreement or the subject matter of this Agreement. This shall include VENDOR obtaining all licenses, permits or other rights required for the provision of services contemplated by this Agreement.

#### **M. Ownership, Proprietary Considerations and Data Security**

1. VENDOR agrees to ensure confidentiality of all work performed pursuant to this Agreement, including source code development and all documentation pertaining to the MCAPS system design, to avoid pirating or other unauthorized use of MnCCC's confidential, valuable assets. VENDOR hereby irrevocably assigns to MnCCC and its successors and assigns, and MnCCC shall solely own any MCAPS inventions, discoveries, data, databases, programs, documentation interfaces or other deliverables and work product developed or modified by VENDOR or its personnel providing services under this Agreement.
2. MnCCC and VENDOR agree that all materials and information developed under this Agreement shall become the sole property of MnCCC automatically and irrevocably as of initial creation, per the irrevocable assignment in this Section M.
3. VENDOR agrees to protect the security of and to keep confidential all data

information and materials received or produced under the provisions of this Agreement, and shall not disclose them to any third parties, or make any internal use thereof, without the prior written consent of MnCCC, as provide in the assignment in this Section M.

4. Procedures and software created by VENDOR pursuant to this Agreement, or modifications made to existing software to meet the specifications herein, shall be included in the assignment identified in Section M.1. above. VENDOR shall not disclose or otherwise make said software available to third parties, or utilize such assets in any other non-related applications without the prior written consent of and written license agreement from MnCCC.
5. VENDOR shall not disclose to any party any information identifying, characterizing, or relating to any risk, threat, vulnerability, weakness or problem regarding MCAPS and/or any data security in users' computer systems, or to any safeguard, countermeasure, contingency plan, policy or procedure for data security contemplated or implemented by MnCCC and/or MnCCC members, without MnCCC's prior express written authorization. The provisions of this Section shall survive the expiration or termination of this Agreement.
6. VENDOR retains its ownership rights to its propriety software products, technology, user interface designs, and software libraries and development/utility tools it utilizes to create or support the software developed hereunder. This retained ownership shall in no way alter, prevent or limit MnCCC from exercising its full and sole ownership rights, and the ability to assign, transfer, license or commercialize any of the modifications, enhancements or other work product and deliverables created by VENDOR under this Agreement for MnCCC's propriety software products, technology, user interface designs, and software libraries. In order to facilitate such free and unrestricted use, VENDOR grants an irrevocable, perpetual, world-wide, royalty-free, transferable license by MnCCC and its licensees, transferees, successors and assigns to use all of such proprietary/third party software products, technology, user interface designs, and software libraries.

### III. Items Not Included

This Agreement does not include support for non-MCAPS issues. Below are some examples of items not included in this support agreement, which will be identified and disclosed by VENDOR to MnCCC as non-included services, in order to provide an opportunity for MnCCC (and in certain cases, MnCCC's user) to accept or decline the provision by VENDOR or such non-included services in writing and prior to initial performance by VENDOR in each case:

- A. Any third party software (fees or support), this does not include a third party code or plug-ins used in the application.
- B. Server migrations and server setup.
- C. Operating system updates or troubleshooting (Windows servers).
- D. Applying application server and/or web server updates.
- E. Networking issues internal to county or agency.

- F. PC issues or PC troubleshooting.
- G. User network remote connection issues.
- H. Other support for non-MCAPS applications or county systems.
- I. Future third party fees (if any) for what is currently "freeware" embedded within MCAPS.

#### IV. Billings of Charges and Costs

- A. VENDOR shall bill MnCCC for services and costs at the rates set forth in **Attachment A**.

The minimum fees to be paid to VENDOR for support services for MCAPS support over the term of this Agreement is defined in **Attachment A**. Any expenditure in addition to those specified above must be pre-authorized in writing by MnCCC. Additional services will be provided at the hourly rates and specifications defined in Sections C and D below.

"Calendar quarter" shall mean three (3) consecutive calendar months and the quarter shall commence with, respectively, the months of January, April, July, and October, of each calendar year. VENDOR shall invoice MnCCC, and MnCCC shall invoice and collect quarterly support fees from its users.

- B. Invoices pursuant to Section IV – A, above, shall be billed in advance to MnCCC on a quarterly basis and shall be paid by MnCCC within sixty (60) days of the date of the invoice, other than any portion(s) disputed in good faith by MnCCC.
- C. The chargeable hourly rates by VENDOR during the duration of this Agreement for project management, technical work and training personnel shall be as defined in **Attachment A**.
- D. For additional services pre-authorized by MnCCC, the breakdown of the actual hours worked shall be tracked and reported by VENDOR to MnCCC, which reserves the right to inspect and copy VENDOR's time records to substantiate charges and costs.
- E. Direct Support (projects outside of this support Agreement) will also be available to users at the annual rates specified in **Attachment A**. MnCCC shall compensate VENDOR following receipt of VENDOR's invoice and other documentation requested for charges and expenses incurred for other services, provided that such additional, non-flat fee prepaid work has been authorized, completed, and accepted without dispute by MnCCC and according to the specifications set forth in a Work Order and/or otherwise as authorized and specified herein. Charges shall be reimbursed to VENDOR at the agreed upon hourly rate listed in **Attachment A**, all to be tracked and billed in quarter hour increments, with any billable travel time to be charged at one-half the hourly rate. Any

proposed travel or other reimbursable expenses will be at actual reasonable costs, as pre-approved in a Work Order. MnCCC and VENDOR may agree in a Work Order to a fixed price for providing a service or delivery of a product. Further, MnCCC and VENDOR may agree to different hourly rates for a specific engagement, if so stated in the authorizing Work Order. MnCCC shall not be liable for any charges that were not pre-authorized in writing by a Work Order. MnCCC shall reimburse VENDOR within forty-five (45) days upon receipt of properly documented charges and expenses for services and deliverables that have been completed and accepted in accordance with the applicable Work Order. For any work which MnCCC disputes as not being authorized by the Work Order or incomplete under the standards and conditions as set forth in either this Agreement or in the Work Order, MnCCC shall be liable to pay only the amounts pertaining to the work accepted by MnCCC. VENDOR shall continue to perform services expeditiously, and in a good-faith effort to ensure that all remaining portions are promptly completed as agreed, until such disputes are resolved and the services and work product tested and accepted by MnCCC. VENDOR agrees to keep and maintain accurate, sufficient and complete time records for all work hereunder for at least one year following the provision of such services, and to provide such records to MnCCC at no charge upon request.

- F. For non-fixed fee services pre-authorized and performed pursuant to this Agreement, VENDOR is authorized to bill for time incurred in actual travel and at the discounted rates identified in **Attachment A**, and for all reasonable transportation and overnight travel expenses. Automobile mileage shall be billable per the then-current US General Services Administrative Schedule.
- G. Non-payment and remedies of VENDOR: In the event that MnCCC does not pay VENDOR within sixty (60) days of the date of the invoice (other than any portion disputed in good faith), VENDOR shall have the option to terminate this Agreement upon at least ninety (90) days' written notice thereof.
- H. Right to Withhold Payment.
  - a. MnCCC may withhold payment of the whole or part of any amount due to or claimed by Vendor to such extent as may be necessary to protect MnCCC from loss on account of:
    - a. defective work not remedied or guarantees not met;
    - b. failure of Vendor to complete any part of its work in accordance with any permit, binding agreement or completion schedules established in or made a part of this Contract;
    - c. claims filed or reasonable evidence indicating probable filing of claims; and/or
    - d. damage to another Contractor.

In the event MnCCC withholds payment, then no interest penalty shall accrue against MnCCC for non-payment of disputed claims. Vendor may not exercise its right to termination as stated in section IV, sub G, for any payment withheld under this clause.

MnCCC will notify Vendor within 15 days as to the reason for the payment being withheld.

**V. Representations, Warranties and Indemnifications of the Parties**

- A. Each party represents and warrants that it has the right to enter into this Agreement.
- B. Except as expressly provided in this Agreement, neither party makes any warranty, either express or implied, with respect to the MCAPS computer software system or services provided herein, their quality, merchantability, or fitness for a particular purpose. Except as expressly provided in this Agreement, there are no warranties, either express or implied, regarding the MCAPS computer software system or services provided hereunder, and any and all such warranties are hereby disclaimed and negated. No oral or written information or advice given by either party or its employees shall create a warranty or make any modification, extension or addition to this warranty.
- C. VENDOR further represents, warrants and agrees as follows:
  - 1. VENDOR represents and warrants that any modifications, enhancements, or related products furnished pursuant to Section I above will be designed and developed in a skilled, ethical, professional and lawful manner, and are designed to and will meet the functional and performance specifications and standards to be agreed upon by the parties and will execute on utilized servers and networks (or mutually agreed upon future modernizations).
  - 2. VENDOR further warrants that these services will not alter or diminish or otherwise adversely alter the characteristics and/or the underlying performance of the existing MCAPS software system.
  - 3. VENDOR represents and warrants that the modifications or enhancements and related products are, or shall be when completed and delivered hereunder, original work products, that are each hereby irrevocably assigned to and shall be owned by MnCCC on assignment, that neither the modifications, enhancements, and related products nor any of their elements nor the use thereof shall violate or infringe upon any patent, copyrights, trade secret or other third party legal rights, or contain, at the time of receipt, any computer Virus, Malware, Unapproved and/or Unauthorized Code.
  - 4. VENDOR will provide true, correct and complete copies of the then-current MCAPS source code to MnCCC and at no charge at least twice per calendar year, and at other times upon MnCCC's reasonable request. MnCCC will provide VENDOR with written source code media, logistics, and delivery instructions from time to time.
- D. MnCCC further represents, warrants and agrees as follows:
  - 1. MnCCC represents, warrants, and covenants that it will provide the cooperation

and assistance of its personnel, as reasonably required, and as would be necessary for the completion of VENDOR's services hereunder, to the extent that the services are being rendered for MnCCC and for the MnCCC activity or system involved.

2. MnCCC represents and warrants that it will make prompt and full disclosure to VENDOR of any unpublished information it receives regarding the government requirements and regulations related to the government program which the system services, in order to assist VENDOR with its ongoing contractual obligations to monitor Minnesota legislative and administrative activities, and to update MCAPS, in order to accommodate applicable changes in Minnesota laws.

## **VI. Other Conditions**

### **A. Entire Agreement**

Requirement of a Writing: It is understood and agreed that the entire agreement of the parties is contained herein, and that this Agreement (including all Attachments and any other documents incorporated by reference in an amendment signed by the parties) supersedes all oral agreements and negotiations between the parties relating to the subject matter hereof, as well as any previous agreement presently in effect between the parties relating to the subject matter hereof.

Any alterations, amendments, deletions, or waivers of the provisions of this Agreement shall be valid only when expressed in writing and duly signed by the authorized representatives of the parties.

### **B. Non-Assignment**

VENDOR shall not assign any interest in the Agreement without the prior written consent of MnCCC thereto, provided, however, that claims for money due or to become due to VENDOR from MnCCC under this Agreement may be assigned to a bank, trust company, or other financial institutions without such approval. Subject to the foregoing, this Agreement shall be enforceable by the parties and their respective successors and permitted assigns.

### **C. Conflicts of Interest**

VENDOR covenants that it presently has no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with its full and unrestricted performance under this Agreement. VENDOR further covenants that in the performance of this Agreement, no persons having any such conflicting interest shall be employed.

#### **D. Subcontracting**

None of the work or services covered by this Agreement, and properly authorized by MnCCC, shall be subcontracted without prior written approval of MnCCC.

Said written consent shall not be unreasonably withheld in the event that VENDOR shall reasonably request the authority to delegate or subcontract or consult regarding services to be provided hereunder and shall do so in writing except in the event of emergency, and shall request such authority only as to qualified personnel or entities, all of which shall be without any release of the full responsibility and liability of VENDOR hereunder to MnCCC.

Furthermore, such third party subcontractor(s) shall produce an expressed agreement acknowledging receipt of a copy of this Agreement and such third party's agreement to be bound by its provisions as if an original party thereof, as well as any nondisclosure or other agreements or obligations then in force between VENDOR and MnCCC.

#### **E. Expenses Incurred**

No payment shall be made under this Agreement for any expenses incurred in a manner contrary to any provision contained herein or in a manner inconsistent with any federal, state, or local law, rule, or regulation.

#### **F. Independent Contractor**

For the purpose of this Agreement, VENDOR is an independent contractor. Any and all employees, members, or associates or other persons, while engaged in the work or services required to be performed by VENDOR under this Agreement, shall in no event be considered employees or personnel of MnCCC; and any and all claims that may or might arise on behalf of said employees or other persons as a consequence of any act or omission on the part of said employees, other professionals of VENDOR, shall in no way be the obligation, liability or responsibility of MnCCC.

**G. Insurance.** VENDOR, for the benefit of itself and MnCCC, at all times during the term of this Agreement, shall maintain and keep in full force and effect the following:

1. A single limit, combined limit, or excess umbrella automobile liability insurance policy, if applicable, covering agency-owned, non-owned, and hired vehicles used regularly in the provision of services under this Agreement, in an amount of not less than one million five hundred thousand dollars (\$1,500,000) per accident for combined single limit.
2. A single limit or combined limit or excess umbrella general liability insurance policy of an amount of not less than one million dollars (\$1,000,000) for property



damage arising from one (1) occurrence, one million dollars (\$1,000,000) for total bodily injury including death and/or damages arising from one (1) occurrence, and one million dollars (\$1,000,000) for total personal injury and/or damages arising from one (1) occurrence. Such policy shall also include contractual liability coverage.

3. Statutory Worker's Compensation Insurance.
4. Professional liability (errors and omissions) insurance in an amount of not less than two million dollars (\$2,000,000).
5. VENDOR will provide MnCCC with certificates of insurance by the end of the first month of the Agreement. The certificate of insurance shall provide that the insurance carrier will notify MnCCC in writing at least thirty (30) days prior to any reduction, cancellation, or material alteration in VENDOR's required minimum insurance coverage. MnCCC shall be named as an additional insured party in each policy required to be maintained hereunder.

#### **H. Local Alterations**

For the system supported under this Agreement, the version maintained by VENDOR shall be designated the "Base System". The parties to this Agreement agree to accept the base system and modifications to the base system as approved by MnCCC. VENDOR shall not be liable for claims arising from any and all versions that include local alterations. The term "Local Alterations" shall include, but not be limited to, any software modification, and any modification to system operations contrary to those specified in the MCAPS system documentation.

#### **I. Data Practices**

Data collected, created, received, maintained, disseminated or used for any purposes in the course of VENDOR's performance of this Agreement is subject to the Minnesota Government Data Practices Act, Minn. Stat. Chapter 13, and any other applicable state statutes and rules adopted to implement the Act as well as other applicable state and federal laws, including those on data privacy. VENDOR agrees to abide by these statutes, rules and regulations currently in effect and as they may be amended. VENDOR designates Dan Musser, as its initial "responsible authority" pursuant to the Minnesota Government Data Practices Act for purposes of this Agreement, the individual responsible for the collection, reception, maintenance, dissemination, and use of any data on individuals and other government data including summary data. Any replacement of VENDOR's responsible authority with a suitable qualified individual satisfactory to MnCCC will be effective on MnCCC's receipt of written notice thereof given by VENDOR.

#### **J. Force Majeure**

VENDOR shall not be held responsible for delay or failure to perform when such

delay or failure is due to any of the following uncontrollable circumstances: fire, flood, epidemic, strikes, wars, acts of God, unusual severe weather, acts of public authorities, or delays or defaults caused by public carriers.

**K. Severability**

The provisions of this Agreement are severable. If any paragraph, section, subdivision, sentence, clause, or other phrase of this Agreement is, for any reason, held to be contrary to the law or contrary to any rule or regulation having the force and effect of law, such decision shall not affect the remaining provisions of this Agreement, which shall remain in full force and effect.

**L. Non-Discrimination**

In carrying out the terms of this Agreement, VENDOR shall not discriminate against any employee, applicant for employment, or other person, supplier, or contractor, because of race, color, religion, sex, marital status, national origin, disability, or public assistance.

**M. Document Examination**

All books, records, documents and accounting procedures and practices of VENDOR relative to this Agreement are subject to periodic examination and copying by MnCCC or its designees, and either by the legislative auditor or the state auditor as appropriate, in accordance with the provisions of Minn. Stat. Section 16B.06, Subd. 4.

**N. Performance Review**

VENDOR and the County Attorney User Group Chair, or their designee, shall meet at least annually to review the terms of this Agreement and each party's performance of its terms.

**VII. Term and Termination**

**A. Term**

This Agreement is legally binding as of the Effective Date and shall continue until terminated as provided for herein.

**1. Initial Term**

The Initial Term of this Agreement shall be for a period of five (5) years. The first two (2) years thereof shall be a Probationary Period, and subject to early termination as provide in Section B.1. below.

## **2. Renewal Term**

This Agreement may be renewed by the written agreement of both parties for one period of three (3) years, beginning upon the conclusion of the Initial Term, or upon the earlier execution of an agreement to renew. Should services continue beyond the Initial Term into the Renewal Term, Maintenance and Service Fees will be negotiated at mutually agreeable terms.

## **3. Additional Renewal Term(s)**

This Agreement may be renewed for unlimited additional three (3) year periods beginning at the end of the Initial Renewal Term, upon mutually agreeable Maintenance and Services Fees.

## **B. Termination**

### **1. Termination for Convenience**

#### **a. Probationary Period**

During the Probationary Period, either party may terminate the Agreement for convenience by providing written notice as provided herein. VENDOR must provide MnCCC at least one hundred eighty (180) days' prior written notice of intent to terminate. MnCCC must provide VENDOR at least ninety (90) days' prior written notice of intent to terminate.

#### **b. Initial Term or Renewal Term**

During the balance of the Initial Term or during the Renewal Term either party may terminate the Agreement for convenience by providing adequate notice. VENDOR must provide MnCCC at least one (1) year's prior written notice of intent to terminate, with the termination to take effect as of the expiration of the Initial Term or Renewal Term, unless MnCCC agrees in writing to an earlier date. MnCCC must provide vendor at least ninety (90) days' prior written notice of its intent to terminate during the Initial Term or Renewal Term.

### **2. Termination for Cause**

If either party materially breaches any of its duties or obligations hereunder and such breach is not cured, or the breaching party is not diligently pursuing a cure to the non-breaching party's sole satisfaction, within thirty (30) calendar days after written notice of the breach, the non-breaching party may terminate this Agreement for cause as of a date specified in such notice.

### **3. Transition Services**

Provided that this Agreement has not been terminated by VENDOR due to MnCCC's failure to pay any undisputed amount due VENDOR, VENDOR will provide to MnCCC and/or to any future vendor selected by MnCCC (hereinafter "Successor") assistance reasonably requested by MnCCC to effect the orderly transition of the Services (hereinafter "Transition Services"), in whole or in part, to MnCCC or to Successor following the termination of this Agreement, in whole or in part. Transition Services shall be provided on a time and materials basis and may include: (a) developing a plan for the orderly transition of the terminated Services from VENDOR to MnCCC or Successor; (b) if required, transferring the Subscriber Data to Successor; (c) using commercially reasonable efforts to assist MnCCC in acquiring any necessary rights to legally and physically access and use any third-party technologies and documentation then being used by VENDOR in connection with the Services; (d) using commercially reasonable efforts to make available to MnCCC, pursuant to mutually agreeable terms and conditions, any third-party services then being used by VENDOR in connection with the Services; and, (e) such other activities as may be reasonably necessary or desirable to complete the transition, or such other services as the parties may agree.

Notwithstanding the foregoing, should MnCCC terminate this Agreement due to VENDOR's material breach, MnCCC may elect to use the Services for a period of no greater than six (6) months from the date of termination at a reduced rate of twenty (20%) percent off of the then-current Services fees for the terminated Services. All applicable terms and conditions of this Agreement shall apply to the Transition Services, and this Section shall expressly survive the termination of this Agreement, until all Transition Services have been successfully provided.

### **3. Payments Upon Termination**

Within thirty (30) days following the termination of this Agreement MnCCC shall pay to VENDOR all undisputed amounts due and payable hereunder, if any, and VENDOR shall pay to MnCCC all amounts due and payable hereunder, if any. Should this Agreement be terminated for cause or convenience prior to the expiration of the Initial Term or Renewal Term, any amounts due and payable shall be equitably prorated.

### **2. Return of Subscriber Data**

Upon the termination of this Agreement VENDOR shall, within one (1) business day following the termination of this Agreement, provide MnCCC without charge and without any conditions or contingencies whatsoever (including, but not limited to, payment of any fees due to VENDOR), with a final copy of the source code of the most current software version, and all then-current documentation. VENDOR shall also certify to MnCCC the destruction of any/all data or software versions within the

possession or control of VENDOR, but such destruction shall occur only after the current version source code has been returned to MnCCC and verified as fully functional. This Section shall survive the termination of this Agreement.

**IN WITNESS WHEREOF**, the parties have caused this Agreement to be executed in duplicate or counterpart originals, all of which when taken together shall constitute a single original agreement, entered into by their respective undersigned duly authorized representatives, and intending to be bound thereby.

VENDOR: ~~Systems~~ *Gen 207 MA*  
By: *[Signature]*  
Title: President  
Date: 10/18/2017

MnCCC  
By: *[Signature]*  
Title: Board Chair  
Date: October 12, 2017

MnCCC  
By: *[Signature]*  
Title: Executive Director  
Date: October 12, 2017

MnCCC  
By: *Terri L. Janssen*  
Title: County Attorney User Group Chair  
Date: 10-18-17

**ATTACHMENT A**

**MCAPS Support Agreement Fee Schedule:** MnCCC will pay STI a quarterly fee as described in the "MCAPS Support Fee Schedule" table below for all support services described in section II.A.-D. If the total support hours in any quarter exceeds 432 hours, STI will be compensated for the additional hours on a time and materials basis in quarter hour increments computed at the applicable hourly rate. At the discretion of the MCAPS Executive Committee, support overages may also be charged against the Infrastructure Modernization Hours. If the total support hours are less than 432 hours in any one-quarter, MnCCC will receive an hour-for-hour credit up to 72 hours, computed at the rates in the "MCAPS Support Fee Schedule". These hours will be banked and will be used at the discretion of the MCAPS Executive Committee or credited against future support overages. The quarterly fee and support hours requirements may be adjusted annually by mutual agreement of both parties in a Work Order format.

The MCAPS Support Fee Schedule:

Contract Year	Annual Support Fee	Quarterly Support Fee	Hourly Rate for Billable Enhancements and Project Work
Year 1	\$450,000	\$112,500.00	\$165.00
Year 2	\$463,500	\$115,875.00	\$170.00
Year 3	\$477,405	\$119,351.25	\$175.00
Year 4	\$491,727	\$122,931.75	\$180.00
Year 5	\$506,479	\$126,619.75	\$185.00

Other Fees/Reimbursements:

- Travel time hourly rate is 1/2 of the applicable billable rate.
- For the contract term, STI's incurred mileage would be reimbursable at the appropriate annual IRS approved rate.
- All other travel expenses would be reimbursed at cost.
- Onsite fee for installation work is a minimum of four (4) hours.

## ATTACHMENT B

### Service Level Agreement (SLA) Obligations and Procedures – MCAPS Support

This Agreement defines the SLA requirements referred in the Agreement for all Included Support Services as identified in Section II thereof.

#### Severity Levels, Prioritization, and Response Time Requirements

- Each Support request will be logged into VENDOR's support tracking system and assigned a unique tracking number.
- New Support Requests will be given a label regarding Severity:
  - Severity 1: Critical Business Impact** - MCAPS system is not accessible
  - Severity 2: Significant Business Impact** – An MCAPS component is unavailable to users
  - Severity 3: Some Business Impact** - MCAPS system is fully available, but a significant issue is causing delays or workarounds
  - Severity 4: Minimal Business Impact** - MCAPS system is fully available, but minor issue requires assistance
- Highest priority will be given to Severity 1 issues, with Severity 2, 3, and 4 in descending priority sequence.
- STI will assign initial severity, a MCAPS user can adjust severity designation with MnCCC's approval.
- Response Time Goals:
  - Severity 1** – Within one hour for initial response, with all available VENDOR resources to support until MCAPS system is up and running again. VENDOR resources will work 7 days a week, 24 hours a day until all Severity 1 issues are solved. VENDOR will provide regular updates to the MCAPS user on the status and resolution of Severity 1 issues. MnCCC and the affected MCAPS user shall be notified if the issue is not resolved in 4 hours. The notification shall include an expected time to resolution. This update notification shall occur every 4 hours until the issue is resolved.
  - Severity 2** – Within two hours for initial response, subject to ongoing Severity 1 priorities, with all available resources to support issue resolution until the issue is solved. Regular updates (at least at every 20 hour work interval) will be provided by VENDOR to MCAPS user. Escalation to designated MnCCC and VENDOR management-personnel is required after 20 working hours if the issue has not been resolved. VENDOR will work on these issues during normal business hours.

**Severity 3** – Within four hours for initial response, subject to ongoing Severity 1 and 2 priorities. Regular updates (at least at every 40 hour work interval) will be provided by VENDOR to MCAPS user. Escalation to designated MnCCC and client personnel is required after 60 working hours if the issue has not been resolved. VENDOR will work on these issues during normal business hours.

**Severity 4** – Within eight hours for initial response, subject to ongoing Severity 1, 2 and 3 priorities. VENDOR will work on during normal business hours. These issues are expected to be resolved within a commercially reasonable time. No escalation of these types of issues is required unless the issue has not been resolved to MnCCC's satisfaction within three months. After three months escalation of the issue must be made to MnCCC, and the affected MCAPS user.

### **Hours of Service**

VENDOR Support for MCAPS will be staffed and available from 8:00 A.M. to 5:00 P.M. central time, Monday through Friday, excluding federal government holidays, day after Thanksgiving, or other holidays as established.

### **Boundaries of Service**

The focus of VENDOR's support is the MCAPS systems and while many other factors can affect the availability and performance of MCAPS, VENDOR will engage and assist in problem determination until an acceptable resolution is reached. Issues not covered by MCAPS support services may include:

- Internal county/agency IT responsible systems
- Another vendor/application support not related to MCAPS
- Microsoft core operating systems, except as related to Microsoft standard updates that MCAPS must operate under/or with.
- Billable services from VENDOR (for a project outside of MCAPS Support Agreement)

Examples of services not covered under the MCAPS Support Agreement:

- 3<sup>rd</sup> party software fees or support unless the 3<sup>rd</sup> party software is part of the MCAPS application.
- Server migrations and server setup.
- Operating System updates or troubleshooting (servers), except as related to standard updates that MCAPS must operate under / or with.



- Applying OS updates to application and/or web server updates.
- Networking issues internal to county or agency.
- PC issues or PC troubleshooting, except as related to standard updates that MCAPS must operate under / or with.
- MCAPS user's network remote connection issues.
- Issues controlled by State of Minnesota (other than modifications required to conform MCAPS to applicable Minnesota law compliance requirements).
- Issues caused or initiated by county/agency that impact MCAPS that require VENDOR assistance to resolve (i.e. user error - approving budget prematurely and needing to manually "fix" data).
- Support for non-MCAPS applications or other user systems.
- Future 3<sup>rd</sup> party fees (if any) for what is currently "freeware" embedded within MCAPS (i.e. need examples, etc.) These must be identified ASAP by VENDOR by a written report supplied to MnCCC within 90 days of contract signing.

### **Customer Responsibilities**

- MCAPS users will support their own requests for support with timely communication during and after problem resolution.
- MCAPS users will provide a high speed remote access capability to VENDOR, as needed, to help resolve support issues. VENDOR agrees to follow the individual and user requirements for this connectivity.
- MCAPS users will beta test releases and sign off prior to general release, unless the beta testing requirement is expressly waived for a specific release by the County Attorney Executive Committee or committee authorized by the County Attorney User Group Executive Committee.
- Users need to supply as much detail of the issue to the VENDOR help desk as possible. Examples of information needed is:
  - Knowing if the issue is isolated, or happening multiple times and to different MCAPS users.
  - If the problem can readily be recreated, knowing the specific steps that caused the issue.
  - Knowing if any changes have occurred in the local system/network environment (new levels of operating system, or hardware, or web server, etc.).
  - If any local diagnostics were run, being able to share them with VENDOR.
  - Sharing screen shots of issue, or error code.

## Reporting

- VENDOR will provide MnCCC approved reports to MnCCC concerning the following aspects of MCAPS Support. These reports shall be supplied at least monthly, or on a different schedule mutually agreed to by MnCCC, and VENDOR
  - Volume of Support Issues (new vs. resolved).
  - Resolution Type for Support Issues.
  - Volume of Issues by reporting agencies.
  - Trends in support.
  - Severity 1, 2, 3, 4 issues reported/resolved.
  - "Bugs" fixed/pending.
  - Enhancements completed/pending.
  - Modernization activities status and hours usage.

**ATTACHMENT C  
Sample Work Order**

**MCAPS Work Order  
(PROJECT TITLE)  
Work Order Number: (insert number)**

**Objective:** (describe project objective)

**Scope of Services:** (describe project scope, including things that are and are not included)

**Deliverables:** (describe deliverables to be provided upon completion)

**Description of Work to be Performed:**

**Software Version to be Enhanced:** (starting point version)

**Design Process:** (describe the process by which the project will be designed, including the number of hours expected)

Design Process Completion Date:

**Development Process:** (describe the development process, including the number of hours expected)

Development Completion Date:

**Testing Process:** (describe the testing process)

**Alpha Testing:** (describe the alpha testing process, including the number of hours expected)

Alpha Testing Completion Date:

**Beta Testing:** (describe the beta testing process, including any hours expected)

Beta Testing Completion Date:

**Documentation:** (describe the documentation process, including the number of hours expected)

**Reporting:** (describe the schedule of status and other reports for this project)

**Acceptance Criteria:**

The completion date for this project is (insert project completion date). On or before that date the following acceptance criteria shall have been met:

1. (insert project specific criteria)
2. All beta testers have signed off that the objective has been met and any/all bugs and errors have been resolved.
3. Any herein described documentation received by MnCCC.
4. VENDOR accounting of hours and other costs received by MnCCC.

**Costs and Payment Terms:**

**Costs:**

(insert project costs)

Maximum costs for this Work Order are described herein and no additional costs shall be authorized without an amendment to this Work Order. Any additional design, development and/or testing hours required to meet the specified scope that are not herein described shall be at VENDOR's expense.

**Payment Terms:** VENDOR shall receive 25 percent of the payment of the anticipated costs upon approval of this Work Order. VENDOR shall receive payment of all remaining costs based on meeting defined project deliverables up to the total amount described in this Work Order.

The parties agree to this Work Order. Changes to this Work Order can only be made by mutual consent, documented in writing and signed by the parties.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature  
Executive Committee Chair

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature  
MnCCC

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature  
VENDOR

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



From: 02/28/2018 To: 03/27/2018

<u>Vendor</u>	<u>Department</u>	<u>Description</u>	<u>Amount</u>	<u>Check Number</u>	<u>Check Date</u>
<b><u>A.H. Hermel Company</u></b>					
A.H. Hermel Company	Liquor - Mdse for Resale	Pop/Mix	142.89	136287	03/07/2018
A.H. Hermel Company	Liquor - Mdse for Resale	Freight	4.95	136287	03/07/2018
A.H. Hermel Company	Liquor - Mdse for Resale	Pop/Mix	16.05	136287	03/07/2018
A.H. Hermel Company	Liquor - Mdse for Resale	Freight	4.95	136287	03/07/2018
A.H. Hermel Company	Liquor - Mdse for Resale	Freight	4.95	136287	03/07/2018
A.H. Hermel Company	Liquor - Mdse for Resale	Pop/Mix	64.13	136287	03/07/2018
A.H. Hermel Company	Liquor Store	Supplies-Liquor Store	138.80	136287	03/07/2018
A.H. Hermel Company	Liquor Store	Supplies--Liquor Store	130.23	136287	03/07/2018
A.H. Hermel Company	Liquor Store	Supplies-Liquor Store	138.80	136287	03/07/2018
		<b>Total for A.H. Hermel Company</b>	<b>645.75</b>		
<b><u>Abdo, Eick &amp; Meyers, LLP</u></b>					
Abdo, Eick & Meyers, LLP	Other General Gov't	Single Audit Act for year ended 12/31/17	11,250.00	13560	03/27/2018
Abdo, Eick & Meyers, LLP	Liquor Store	Single Audit Act for year ended 12/31/17	7,500.00	13560	03/27/2018
		<b>Total for Abdo, Eick &amp; Meyers, LLP</b>	<b>18,750.00</b>		
<b><u>AdMfg. Inc</u></b>					
AdMfg, Inc	Focus on Fairmont	Indoor Playground Rules Sign	93.00	136241	02/28/2018
		<b>Total for AdMfg, Inc</b>	<b>93.00</b>		
<b><u>American Pest Control</u></b>					
American Pest Control	General Government Buildings	March 2018 Pest Control-City Hall	56.00	136431	03/15/2018
American Pest Control	Library	Pest Control-Library	50.00	136431	03/15/2018
American Pest Control	SMEC Building	Quarterly Pest Control-SMEC	56.00	136431	03/15/2018
		<b>Total for American Pest Control</b>	<b>162.00</b>		
<b><u>AmeriPride Services Inc.</u></b>					
AmeriPride Services Inc.	Paved Streets	Cleaning Supplies-Street Dept	131.19	136242	02/28/2018
AmeriPride Services Inc.	Parks	Cleaning Supplies-Park Dept	45.26	136242	02/28/2018
AmeriPride Services Inc.	Central Garage	Laundry uniforms for Mechanics	28.66	136242	02/28/2018
AmeriPride Services Inc.	Central Garage	Laundry Uniforms for Mechanics	28.66	136309	03/09/2018
AmeriPride Services Inc.	Central Garage	Laundry unifroms for mechanics	28.66	136519	03/21/2018
AmeriPride Services Inc.	Central Garage	Laundry mechanics; uniforms	28.66	136432	03/15/2018
		<b>Total for AmeriPride Services Inc.</b>	<b>291.09</b>		
<b><u>Amy's Sign Design</u></b>					
Amy's Sign Design	Crime Control & Investigation	Vehicle Decals-HEAT Team	250.00	136520	03/21/2018
		<b>Total for Amy's Sign Design</b>	<b>250.00</b>		
<b><u>Arneson Distributing Company</u></b>					
Arneson Distributing Company	Liquor - Mdse for Resale	Pop/Mix	128.00	136504	03/21/2018
Arneson Distributing Company	Liquor - Mdse for Resale	Beer	987.50	136504	03/21/2018
Arneson Distributing Company	Liquor - Mdse for Resale	Beer	601.50	136288	03/07/2018
Arneson Distributing Company	Liquor - Mdse for Resale	Pop/Mix	128.00	136288	03/07/2018
		<b>Total for Arneson Distributing Company</b>	<b>1,845.00</b>		
<b><u>Asmus</u></b>					
Asmus	Crime Control & Investigation	Fuel for Squad #10 after transport to Sioux Falls. FMP 18-1303	10.00	0	02/28/2018

Accounts Payable

Check Approval List - City Council

From: 02/28/2018

To: 03/27/2018



<u>Vendor</u>	<u>Department</u>	<u>Description</u>	<u>Amount</u>	<u>Check Number</u>	<u>Check Date</u>
<b>Total for Asmus</b>			<b>10.00</b>		
<b><u>Bailey</u></b>					
Bailey	Non-departmental	Refund Check	0.20	136271	03/02/2018
Bailey	Non-departmental	Refund Check	0.10	136271	03/02/2018
Bailey	Non-departmental	Refund Check	0.01	136271	03/02/2018
Bailey	Non-departmental	Refund Check	0.29	136271	03/02/2018
<b>Total for Bailey</b>			<b>0.60</b>		
<b><u>Bauer Built Tire</u></b>					
Bauer Built Tire	Parks	2-Turf Master 4 Ply Tires	140.00	136433	03/15/2018
Bauer Built Tire	Storm Sewer Mnt	casings	-100.00	136380	03/09/2018
<b>Total for Bauer Built Tire</b>			<b>40.00</b>		
<b><u>Becker</u></b>					
Becker	Library	Cleaning at Library 02/17 to 03/02/18	600.00	136310	03/09/2018
Becker	Library	Library Cleaning 03/03 to 03/16/18	460.00	136521	03/21/2018
<b>Total for Becker</b>			<b>1,060.00</b>		
<b><u>Beemer Companies</u></b>					
Beemer Companies	Paved Streets	6" PVC Pipe & Cap 12/27/17	78.38	136522	03/21/2018
Beemer Companies	Ice & Snow Removal	Tube 2 3/4 ID	11.00	136434	03/15/2018
<b>Total for Beemer Companies</b>			<b>89.38</b>		
<b><u>Bellboy Corporation</u></b>					
Bellboy Corporation	Liquor - Mdse for Resale	Liquor	180.00	136505	03/21/2018
Bellboy Corporation	Liquor - Mdse for Resale	Wine	-112.00	136505	03/21/2018
Bellboy Corporation	Liquor - Mdse for Resale	Freight	-1.80	136505	03/21/2018
Bellboy Corporation	Liquor - Mdse for Resale	Misc Merchandise for Resale-Liquor Store	80.98	136289	03/07/2018
Bellboy Corporation	Liquor - Mdse for Resale	Freight	3.39	136289	03/07/2018
Bellboy Corporation	Liquor - Mdse for Resale	Liquor	2,081.00	136289	03/07/2018
Bellboy Corporation	Liquor - Mdse for Resale	Freight	32.00	136289	03/07/2018
Bellboy Corporation	Liquor - Mdse for Resale	Wine	448.00	136289	03/07/2018
Bellboy Corporation	Liquor - Mdse for Resale	Freight	8.00	136289	03/07/2018
<b>Total for Bellboy Corporation</b>			<b>2,719.57</b>		
<b><u>Bevcomm Inc</u></b>					
Bevcomm Inc	City Manager	March 2018 Telephone	9.15	136351	03/09/2018
Bevcomm Inc	Director of Finance	March 2018 Telephone	17.52	136351	03/09/2018
Bevcomm Inc	City Attorney	March 2018 Telephone	6.63	136351	03/09/2018
Bevcomm Inc	Fire Fighting	March 2018 Telephone	1.10	136351	03/09/2018
Bevcomm Inc	Building Inspection	March 2018 Telephone	6.61	136351	03/09/2018
Bevcomm Inc	Animal Control	March 2018 Telephone	0.55	136351	03/09/2018
Bevcomm Inc	Airport	March 2018 Telephone	3.30	136351	03/09/2018
Bevcomm Inc	Central Garage	March 2018 Telephone	5.88	136351	03/09/2018
Bevcomm Inc	Data Processing	Office 365 Proplus	306.18	136351	03/09/2018
Bevcomm Inc	Data Processing	Backup Data Recovery Server	200.00	136351	03/09/2018
Bevcomm Inc	Data Processing	Choicescan Email Filter	85.00	136351	03/09/2018
Bevcomm Inc	Data Processing	Contracted Computer Support	5,300.00	136351	03/09/2018

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



From: 02/28/2018

To: 03/27/2018

<u>Vendor</u>	<u>Department</u>	<u>Description</u>	<u>Amount</u>	<u>Check Number</u>	<u>Check Date</u>
Bevcomm Inc	Paved Streets	March 2018 Telephone	3.96	136351	03/09/2018
Bevcomm Inc	Engineering	March 2018 Telephone	4.67	136351	03/09/2018
Bevcomm Inc	Aquatic Park	March 2018 Telephone	30.98	136351	03/09/2018
Bevcomm Inc	Parks	March 2018 Telephone	2.41	136351	03/09/2018
Bevcomm Inc	Economic Development	March 2018 Telephone	5.25	136351	03/09/2018
Bevcomm Inc	Liquor Store	March 2018 Telephone	6.39	136351	03/09/2018
<b>Total for Bevcomm Inc</b>			<b>5,995.58</b>		
<b><u>Bewley</u></b>					
Bewley	Fire Fighting	EMR Hands On Training Jackson, MN 03/11/18	33.35	0	03/21/2018
<b>Total for Bewley</b>			<b>33.35</b>		
<b><u>Blue Cross Blue Shield</u></b>					
Blue Cross Blue Shield	Health Insurance	Feb 2018 Employee Assistance Program	91.71	1897	03/15/2018
<b>Total for Blue Cross Blue Shield</b>			<b>91.71</b>		
<b><u>Boekett Building Supply</u></b>					
Boekett Building Supply	Parks	2x12's & 2x6's	49.56	136245	02/28/2018
Boekett Building Supply	Incubator Building	Downspout Incubator Bldg	15.99	13561	03/27/2018
<b>Total for Boekett Building Supply</b>			<b>65.55</b>		
<b><u>Bolton &amp; Menk, Inc.</u></b>					
Bolton & Menk, Inc.	Storm Sewer Mnt	Friendship Village Stormwater Study	2,505.00	136238	02/28/2018
Bolton & Menk, Inc.	Paved Streets	Fairmont Margaret St Reconstruction	14,812.50	136246	02/28/2018
Bolton & Menk, Inc.	Paved Streets	Fairmont Margaret St Reconstruction	1,151.50	136246	02/28/2018
Bolton & Menk, Inc.	Parks	Cedar Creek Trail Extension	6,122.50	136246	02/28/2018
Bolton & Menk, Inc.	Parks	Cedar Creek Trail Extension	1,482.50	136246	02/28/2018
Bolton & Menk, Inc.	Storm Sewer Mnt	Fairmont/Hengen St Basin Improvement 11/4/17 to 01/206/18	725.00	136246	02/28/2018
<b>Total for Bolton &amp; Menk, Inc.</b>			<b>26,799.00</b>		
<b><u>Breakthru Beverage</u></b>					
Breakthru Beverage	Liquor - Mdse for Resale	Pop/Mix	31.92	136506	03/21/2018
Breakthru Beverage	Liquor - Mdse for Resale	Freight	149.38	136506	03/21/2018
Breakthru Beverage	Liquor - Mdse for Resale	Liquor	8,742.81	136506	03/21/2018
Breakthru Beverage	Liquor - Mdse for Resale	Wine	775.16	136506	03/21/2018
Breakthru Beverage	Liquor - Mdse for Resale	Pop/Mix	56.25	136290	03/07/2018
Breakthru Beverage	Liquor - Mdse for Resale	Freight	2.16	136290	03/07/2018
Breakthru Beverage	Liquor - Mdse for Resale	Liquor	2,304.56	136290	03/07/2018
Breakthru Beverage	Liquor - Mdse for Resale	Freight	44.40	136290	03/07/2018
Breakthru Beverage	Liquor - Mdse for Resale	Wine	504.66	136290	03/07/2018
Breakthru Beverage	Liquor - Mdse for Resale	Freight	20.35	136290	03/07/2018
<b>Total for Breakthru Beverage</b>			<b>12,631.65</b>		
<b><u>Brevik, Shane</u></b>					
Brevik, Shane	Crime Control & Investigation	Training Conference April 8-10,2018	285.00	136311	03/09/2018
<b>Total for Brevik, Shane</b>			<b>285.00</b>		
<b><u>Bucks Upholstery</u></b>					
Bucks Upholstery	Road & Bridge Equipment	Seat Repair-Street Dept.	273.55	136435	03/15/2018
Bucks Upholstery	Aquatic Park	Funbrella Repair-Aquatic Park	522.53	136435	03/15/2018



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

From: 02/28/2018

To: 03/27/2018



<u>Vendor</u>	<u>Department</u>	<u>Description</u>	<u>Amount</u>	<u>Check Number</u>	<u>Check Date</u>
		<b>Total for Bucks Upholstery</b>	<b>796.08</b>		
<b><u>Cardmember Services</u></b>					
Cardmember Services	City Manager	Labelmaker & Labels	2.17	136247	02/28/2018
Cardmember Services	City Manager	2018 CGMC Legislative Action Day & Baggage Fee	95.00	136247	02/28/2018
Cardmember Services	City Manager	Office Supplies	20.39	136247	02/28/2018
Cardmember Services	Recording & Reporting	Labelmaker & Labels	2.17	136247	02/28/2018
Cardmember Services	Director of Finance	Labelmaker & Labels	2.17	136247	02/28/2018
Cardmember Services	Director of Finance	Airplane ticket to STL	258.60	136247	02/28/2018
Cardmember Services	Liquor Store	Labelmaker & Labels	0.87	136247	02/28/2018
Cardmember Services	Airport	Labelmaker & Labels	2.17	136247	02/28/2018
Cardmember Services	Parking Lots	Labelmaker & Labels	0.87	136247	02/28/2018
Cardmember Services	Data Processing	Labelmaker & Labels	1.30	136247	02/28/2018
Cardmember Services	Aquatic Park	Wristbands-Aquatic Park	295.79	136247	02/28/2018
Cardmember Services	Parks	Labelmaker & Labels	1.74	136247	02/28/2018
Cardmember Services	Parks	Sanders for Park Dept	128.99	136247	02/28/2018
Cardmember Services	Lake Restoration	Labelmaker & Labels	0.87	136247	02/28/2018
Cardmember Services	Economic Development	Labelmaker & Labels	1.30	136247	02/28/2018
Cardmember Services	Crime Control & Investigation	Labelmaker & Labels	1.30	136247	02/28/2018
Cardmember Services	Fire Fighting	Labelmaker & Labels	1.74	136247	02/28/2018
Cardmember Services	Building Inspection	Labelmaker & Labels	2.17	136247	02/28/2018
Cardmember Services	Paved Streets	Labelmaker & Labels	0.87	136247	02/28/2018
Cardmember Services	Engineering	Labelmaker & Labels	4.78	136247	02/28/2018
Cardmember Services	City Attorney	Labelmaker & Labels	2.17	136247	02/28/2018
Cardmember Services	City Attorney	Adobe Acrobat for Patty's Machine	16.10	136247	02/28/2018
Cardmember Services	Planning & Zoning	Labelmaker & Labels	2.17	136247	02/28/2018
Cardmember Services	Police Administration	Labelmaker & Labels	0.87	136247	02/28/2018
Cardmember Services	Police Administration	File Cabinet	279.15	136247	02/28/2018
		<b>Total for Cardmember Services</b>	<b>1,125.72</b>		
<b><u>Carquest Auto Parts Stores</u></b>					
Carquest Auto Parts Stores	Paved Streets	Caliper & Keylsentry	40.36	136436	03/15/2018
Carquest Auto Parts Stores	Ice & Snow Removal	Hoses-Underbody Plow	139.66	136436	03/15/2018
Carquest Auto Parts Stores	Ice & Snow Removal	Wiper Blades	25.90	136436	03/15/2018
Carquest Auto Parts Stores	Ice & Snow Removal	Washer Fluid	23.76	136436	03/15/2018
Carquest Auto Parts Stores	Road & Bridge Equipment	Hydraulic Hoses	48.82	136436	03/15/2018
Carquest Auto Parts Stores	Road & Bridge Equipment	Gloves	18.03	136436	03/15/2018
Carquest Auto Parts Stores	Parks		40.28	136436	03/15/2018
Carquest Auto Parts Stores	Parks	Hand Pads	51.60	136436	03/15/2018
Carquest Auto Parts Stores	Airport	Altenator, Battery, Serp Belt	245.44	136436	03/15/2018
Carquest Auto Parts Stores	Central Garage	Speed Buffering Kit	88.87	136436	03/15/2018
		<b>Total for Carquest Auto Parts Stores</b>	<b>722.72</b>		
<b><u>CC Screen Printing</u></b>					
CC Screen Printing	Crime Control & Investigation	HEAT Team Polos	260.59	136312	03/09/2018
		<b>Total for CC Screen Printing</b>	<b>260.59</b>		

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



From: 02/28/2018

To: 03/27/2018

<u>Vendor</u>	<u>Department</u>	<u>Description</u>	<u>Amount</u>	<u>Check Number</u>	<u>Check Date</u>
<b><u>Central Farm Service</u></b>					
Central Farm Service	Central Garage	D.E.F Bulk	87.45	136437	03/15/2018
		<b>Total for Central Farm Service</b>	<b>87.45</b>		
<b><u>Chain Of Lakes Pet Hospital</u></b>					
Chain Of Lakes Pet Hospital	Crime Control & Investigation	Medical Bill for Titus (K9)	426.11	136313	03/09/2018
		<b>Total for Chain Of Lakes Pet Hospital</b>	<b>426.11</b>		
<b><u>City of Minneapolis</u></b>					
City of Minneapolis	Crime Control & Investigation	K9 Patrol Class-Sergeant James Tietje	2,500.00	136248	02/28/2018
		<b>Total for City of Minneapolis</b>	<b>2,500.00</b>		
<b><u>Com-Tec Land Mobile Radio</u></b>					
Com-Tec Land Mobile Radio	Crime Control & Investigation	Install of Flashlight & Charger into Center Console of Squad #10	67.50	136314	03/09/2018
Com-Tec Land Mobile Radio	Crime Control & Investigation	Gun-Lock Timer	153.90	136314	03/09/2018
Com-Tec Land Mobile Radio	Crime Control & Investigation	Troubleshooting of Radar having no power.	90.00	136314	03/09/2018
		<b>Total for Com-Tec Land Mobile Radio</b>	<b>311.40</b>		
<b><u>Continental Research Corporation</u></b>					
Continental Research Corporation	Paved Streets	Blacktop Patch-15	1,650.92	136438	03/15/2018
		<b>Total for Continental Research Corporation</b>	<b>1,650.92</b>		
<b><u>Cowing</u></b>					
Cowing	Engineering	MCSC Annual Meeting Monticello, MN 3/14/18	174.40	0	03/16/2018
		<b>Total for Cowing</b>	<b>174.40</b>		
<b><u>Cress</u></b>					
Cress	Fire Fighting	Fire School	58.86	136523	03/21/2018
		<b>Total for Cress</b>	<b>58.86</b>		
<b><u>Crysteel Truck Equipment Inc</u></b>					
Crysteel Truck Equipment Inc	Ice & Snow Removal	Seal Kit for Snow Plow on Truck #10	205.50	136439	03/15/2018
		<b>Total for Crysteel Truck Equipment Inc</b>	<b>205.50</b>		
<b><u>Cup &amp; Saucer</u></b>					
Cup & Saucer	Focus on Fairmont	Adventure Playground	705.78	136315	03/09/2018
Cup & Saucer	Focus on Fairmont	Adventure Playground-Murder Mystery Dinner	112.08	136463	03/16/2018
		<b>Total for Cup &amp; Saucer</b>	<b>817.86</b>		
<b><u>Dewar Electric Inc.</u></b>					
Dewar Electric Inc.	Library	Work Room Remodel-Add Locking Disconnect For Elev Lights	198.48	136524	03/21/2018
Dewar Electric Inc.	Library	Work Room Remodel-Move Wires for New Door	282.31	136524	03/21/2018
Dewar Electric Inc.	Library	Work Room Remodel-Remove Exit Sign	83.27	136524	03/21/2018
Dewar Electric Inc.	SMEC Building	Bolt on Breaker-SMEC	43.22	136440	03/15/2018
		<b>Total for Dewar Electric Inc.</b>	<b>607.28</b>		
<b><u>DLT Solutions, LLC</u></b>					
DLT Solutions, LLC	Engineering	Architecture Engineering Construction Collection Subscription	3,067.77	136525	03/21/2018
		<b>Total for DLT Solutions, LLC</b>	<b>3,067.77</b>		
<b><u>Doolittles Carpet &amp; Paint</u></b>					
Doolittles Carpet & Paint	Burton Lane	Carpet & Vinyl installed at 531 Burton Lane	5,369.52	136316	03/09/2018
		<b>Total for Doolittles Carpet &amp; Paint</b>	<b>5,369.52</b>		
<b><u>Drever, Mark</u></b>					

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

From: 02/28/2018

To: 03/27/2018



<u>Vendor</u>	<u>Department</u>	<u>Description</u>	<u>Amount</u>	<u>Check Number</u>	<u>Check Date</u>
Drever, Mark	Paved Streets	EAB Seminar Mankato, MN 02/08/18	16.12	136526	03/21/2018
		<b>Total for Drever, Mark</b>	<b>16.12</b>		
<b><u>Duderstadt, Jr.</u></b>					
Duderstadt, Jr.	Mayor & Council	Feb 2018 City Council Meetings	112.50	136317	03/09/2018
		<b>Total for Duderstadt, Jr.</b>	<b>112.50</b>		
<b><u>Ellis</u></b>					
Ellis	Crime Control & Investigation	Safety Glasses	214.75	0	03/09/2018
		<b>Total for Ellis</b>	<b>214.75</b>		
<b><u>Emergency Apparatus Maintenance</u></b>					
Emergency Apparatus Maintenance, Inc.	Fire Fighting	Tanker/Pumper Township 7 Check Dry Vacuum	148.50	136249	02/28/2018
Emergency Apparatus Maintenance, Inc.	Fire Fighting	Ladder #8 Check Dry Vacuum & Two Drain Handles Broken	334.13	136249	02/28/2018
Emergency Apparatus Maintenance, Inc.	Fire Fighting	Several Equipment Repairs on Tanker/Pumper #6	4,449.28	136249	02/28/2018
Emergency Apparatus Maintenance, Inc.	Fire Fighting	Several Equipment Repairs on Tanker Township #2	2,139.38	136249	02/28/2018
		<b>Total for Emergency Apparatus Maintenance</b>	<b>7,071.29</b>		
<b><u>Equifax Information Services, LLC</u></b>					
Equifax Information Services, LLC	City Manager	Invoice Service Fee & Minimum Charge	38.00	136250	02/28/2018
		<b>Total for Equifax Information Services, LLC</b>	<b>38.00</b>		
<b><u>Fairmont Chamber of Commerce</u></b>					
Fairmont Chamber of Commerce	Economic Development	2018 Area Career Exploration (ACE) Contribution	1,500.00	136464	03/16/2018
		<b>Total for Fairmont Chamber of Commerce</b>	<b>1,500.00</b>		
<b><u>Fairmont Convention &amp; Visitors Bureau</u></b>					
Fairmont Convention & Visitors Bureau	CVB	Hotel Tax January 2018 due in February \$9,163.13 less 5%	8,704.97	136318	03/09/2018
		<b>Total for Fairmont Convention &amp; Visitors Bureau</b>	<b>8,704.97</b>		
<b><u>Fairmont Fire Relief Association</u></b>					
Fairmont Fire Relief Association	Intergovernmental Revenues	Supplemental Benefit Reimbursement	2,000.00	136239	02/28/2018
Fairmont Fire Relief Association	Fire Fighting	Supplemental Benefit Reimb.-3 retirees	3,000.00	136441	03/15/2018
		<b>Total for Fairmont Fire Relief Association</b>	<b>5,000.00</b>		
<b><u>Fairmont Sentinel</u></b>					
Fairmont Sentinel	Other General Gov't	Proposed Ordinance No. 2018-12 Restrictive Floodplain Manage	40.50	13562	03/27/2018
Fairmont Sentinel	Other General Gov't	Hearing for Snow Removal	277.20	136442	03/15/2018
Fairmont Sentinel	Planning & Zoning	Approval of Ordinance	40.50	136251	02/28/2018
Fairmont Sentinel	Planning & Zoning	Hearing-Board of Zoning Appeals	40.50	136251	02/28/2018
Fairmont Sentinel	Poetter's Circle	Fairmont HRA Availability	39.60	136442	03/15/2018
Fairmont Sentinel	Storm Sewer Mnt	Approved Ordinance No. 2018-011	40.50	13562	03/27/2018
Fairmont Sentinel	Storm Sewer Mnt	Hearing-Proposed Ordinance 2018-11	48.60	136352	03/09/2018
Fairmont Sentinel	Liquor Store	Liquor Store Wine Ad	68.00	136442	03/15/2018
Fairmont Sentinel	Liquor Store	Down thru the Years Ad	30.00	136291	03/07/2018
		<b>Total for Fairmont Sentinel</b>	<b>625.40</b>		
<b><u>Fairmont True Value</u></b>					
Fairmont True Value	Library	GE240RES120-DIY Ballast Library	43.98	136319	03/09/2018
Fairmont True Value	Library	ElecBallast-Library	37.98	136319	03/09/2018
Fairmont True Value	Parks	Paint-Park Dept	65.96	136465	03/16/2018
Fairmont True Value	Parks	Flex Seal for Building Gutters	27.98	136443	03/15/2018

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



From: 02/28/2018

To: 03/27/2018

<u>Vendor</u>	<u>Department</u>	<u>Description</u>	<u>Amount</u>	<u>Check Number</u>	<u>Check Date</u>
Fairmont True Value	Parks	Paint & Supplies	37.97	136319	03/09/2018
		<b>Total for Fairmont True Value</b>	<b>213.87</b>		
<b><u>Fairmont Youth Hockey Association</u></b>					
Fairmont Youth Hockey Association	Parks	March 2018 Operations for Martin County Arena	5,000.00	136320	03/09/2018
		<b>Total for Fairmont Youth Hockey Association</b>	<b>5,000.00</b>		
<b><u>Fastenal Company</u></b>					
Fastenal Company	Central Garage	Shop Supplies	37.24	136304	03/07/2018
Fastenal Company	Central Garage	Shop Supplies-City Shop	51.88	136466	03/16/2018
Fastenal Company	Central Garage	Equipment Parts-City Shop	64.00	136444	03/15/2018
		<b>Total for Fastenal Company</b>	<b>153.12</b>		
<b><u>Federated Rural Electric Association</u></b>					
Federated Rural Electric Association	Airport	Electric Utilities 01/26 to 02/28/18 Airport	97.37	136353	03/09/2018
		<b>Total for Federated Rural Electric Association</b>	<b>97.37</b>		
<b><u>Fire Protection Services, Inc.</u></b>					
Fire Protection Services, Inc.	Building Inspection	Review Shop Drawings & Calculations 3M	168.00	136527	03/21/2018
Fire Protection Services, Inc.	Building Inspection	Review Shop Drawings & Calculations Green Plains Receiving A	286.00	136527	03/21/2018
		<b>Total for Fire Protection Services, Inc.</b>	<b>454.00</b>		
<b><u>Fire Safety USA, Inc.</u></b>					
Fire Safety USA, Inc.	Fire Fighting	Plugs	150.00	136252	02/28/2018
Fire Safety USA, Inc.	Fire Fighting	4.5 Female X 2.5 NH Male	725.00	136252	02/28/2018
Fire Safety USA, Inc.	Fire Fighting	Helmet Light & Bracket, Wedge It Door & Sprinkler	324.50	136252	02/28/2018
		<b>Total for Fire Safety USA, Inc.</b>	<b>1,199.50</b>		
<b><u>Fleet &amp; Farm Supply</u></b>					
Fleet & Farm Supply	General Government Buildings	Cleaning Supplies	44.31	136321	03/09/2018
Fleet & Farm Supply	Library	Hooks-Library	4.29	136321	03/09/2018
Fleet & Farm Supply	Crime Control & Investigation	Dog Food & Supplies	54.98	136321	03/09/2018
Fleet & Farm Supply	Ice & Snow Removal	Tank Sprayer & Slip Plates	115.97	136321	03/09/2018
Fleet & Farm Supply	Ice & Snow Removal	Scoops for Salt & Sand	22.97	136321	03/09/2018
Fleet & Farm Supply	Parks	Disc Sander Paper & Garage Transmitter	62.96	136321	03/09/2018
Fleet & Farm Supply	Parks	Hooks	2.78	136321	03/09/2018
Fleet & Farm Supply	Parks	Sand Paper & Rubber Ends for Chairs	6.44	136321	03/09/2018
Fleet & Farm Supply	Liquor Store	Ice Melt-Liquor Store	14.99	136321	03/09/2018
Fleet & Farm Supply	Liquor Store	Maintenace Supplies-Library	23.66	136321	03/09/2018
Fleet & Farm Supply	Central Garage	Vinyl Numbers City Shop	5.31	136321	03/09/2018
		<b>Total for Fleet &amp; Farm Supply</b>	<b>358.66</b>		
<b><u>Foremost Promotions</u></b>					
Foremost Promotions	Fire Fighting	Fire Station Hats-Kids	570.00	136528	03/21/2018
		<b>Total for Foremost Promotions</b>	<b>570.00</b>		
<b><u>Frontier Communications</u></b>					
Frontier Communications	City Manager	03/01 to 03/31/18 Telephone	169.87	136445	03/15/2018
Frontier Communications	Recording & Reporting	03/01 to 03/31/18 Telephone	78.41	136445	03/15/2018
Frontier Communications	Director of Finance	03/01 to 03/31/18 Telephone	65.34	136445	03/15/2018
Frontier Communications	City Attorney	03/01 to 03/31/18 Telephone	65.34	136445	03/15/2018

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

From: 02/28/2018

To: 03/27/2018



<u>Vendor</u>	<u>Department</u>	<u>Description</u>	<u>Amount</u>	<u>Check Number</u>	<u>Check Date</u>
Frontier Communications	Planning & Zoning	03/01 to 03/31/18 Telephone	65.34	136445	03/15/2018
Frontier Communications	Library	03/01 to 03/31/18 Telephone-Library	487.67	136529	03/21/2018
Frontier Communications	Liquor Store	03/01 to 03/31/18 Telephone	158.74	136445	03/15/2018
Frontier Communications	Airport	03/07 to 04/06/18 Telephone Airport Lobby	205.37	136445	03/15/2018
Frontier Communications	Airport	03/01 to 03/31/18 Telephone	80.13	136445	03/15/2018
Frontier Communications	Airport	03/01 to 03/31/18 Telephone	39.20	136445	03/15/2018
Frontier Communications	Central Garage	03/01 to 03/31/18 Telephone	26.14	136445	03/15/2018
Frontier Communications	Paved Streets	03/01 to 03/31/18 Telephone	77.12	136445	03/15/2018
Frontier Communications	Paved Streets	03/01 to 03/31/18 Telephone	78.41	136445	03/15/2018
Frontier Communications	Engineering	03/01 to 03/31/18 Telephone	169.88	136445	03/15/2018
Frontier Communications	Parks	03/01 to 03/31/18 Telephone	39.20	136445	03/15/2018
Frontier Communications	Parks	03/01 to 03/31/18 Telephone	46.39	136445	03/15/2018
Frontier Communications	Economic Development	03/01 to 03/31/18 Telephone	52.27	136445	03/15/2018
Frontier Communications	Crime Control & Investigation	03/01 to 03/31/18 Telephone	39.20	136445	03/15/2018
Frontier Communications	Fire Fighting	03/01 to 03/31/18 Telephone	26.14	136445	03/15/2018
Frontier Communications	Fire Fighting	03/01 to 03/31/18 Telephone	41.89	136445	03/15/2018
Frontier Communications	Fire Fighting	03/01 to 03/31/18 Telephone	44.90	136445	03/15/2018
Frontier Communications	Building Inspection	03/01 to 03/31/18 Telephone	65.34	136445	03/15/2018
Frontier Communications	Animal Control	03/01 to 03/31/18 Telephone	235.98	136445	03/15/2018
		<b>Total for Frontier Communications</b>	<b>2,358.27</b>		
<b><u>FullStack</u></b>					
FullStack	Crime Control & Investigation	Quarterly hosting of http://fairmontpolice.org March thru May'18	87.00	136354	03/09/2018
		<b>Total for FullStack</b>	<b>87.00</b>		
<b><u>G &amp; R Controls, Inc.</u></b>					
G & R Controls, Inc.	Library	Return Registers-Library	809.60	136322	03/09/2018
		<b>Total for G &amp; R Controls, Inc.</b>	<b>809.60</b>		
<b><u>Gemini Studios</u></b>					
Gemini Studios	Local Access	March 2018 Local Access & Boxcast	600.00	136323	03/09/2018
		<b>Total for Gemini Studios</b>	<b>600.00</b>		
<b><u>Gerald/Betty Garrison</u></b>					
Gerald/Betty Garrison	Burton Lane	Interest on Prepaid Rent & Fees 531 Burton Lane	15.31	136324	03/09/2018
Gerald/Betty Garrison	Non-departmental	AR Refund	550.00	136324	03/09/2018
		<b>Total for Gerald/Betty Garrison</b>	<b>565.31</b>		
<b><u>Gillette Pepsi Companies Inc.</u></b>					
Gillette Pepsi Companies Inc.	Liquor - Mdse for Resale	Pop/Mix	244.75	136292	03/07/2018
Gillette Pepsi Companies Inc.	Liquor - Mdse for Resale	Pop/Mix	147.48	136292	03/07/2018
Gillette Pepsi Companies Inc.	Liquor - Mdse for Resale	Pop/Mix	155.41	136292	03/07/2018
Gillette Pepsi Companies Inc.	Liquor - Mdse for Resale	Pop/Mix	126.42	136292	03/07/2018
		<b>Total for Gillette Pepsi Companies Inc.</b>	<b>674.06</b>		
<b><u>GMS Industrial Supplies, Inc.</u></b>					
GMS Industrial Supplies, Inc.	Central Garage	Heavy Duty Cable Ties	22.32	136530	03/21/2018
GMS Industrial Supplies, Inc.	Central Garage	Shop Supplies	138.39	136325	03/09/2018
		<b>Total for GMS Industrial Supplies, Inc.</b>	<b>160.71</b>		

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



From: 02/28/2018

To: 03/27/2018

<u>Vendor</u>	<u>Department</u>	<u>Description</u>	<u>Amount</u>	<u>Check Number</u>	<u>Check Date</u>
<u>GMS, Inc.</u> GMS, Inc.	Urban Redevelopment & Housing	Monthly License & Warranty	70.00	136355	03/09/2018
		<b>Total for</b> <b>GMS, Inc.</b>	<b>70.00</b>		
<u>Goodpoint Technology, Inc.</u> Goodpoint Technology, Inc.	Engineering	ICON Pavement Management	3,470.00	136531	03/21/2018
		<b>Total for</b> <b>Goodpoint Technology, Inc.</b>	<b>3,470.00</b>		
<u>Graham Tire Company</u> Graham Tire Company	Parks	Inner Tube	17.98	136446	03/15/2018
		<b>Total for</b> <b>Graham Tire Company</b>	<b>17.98</b>		
<u>H &amp; L Mesabi Company</u> H & L Mesabi Company	Ice & Snow Removal	1" x 11" DBF x 31" Center	995.74	136532	03/21/2018
		<b>Total for</b> <b>H &amp; L Mesabi Company</b>	<b>995.74</b>		
<u>Harbo Mechanical Contractors</u> Harbo Mechanical Contractors	Library	Certify Backflow Prevention Device -Library Boiler Room	125.00	136326	03/09/2018
		<b>Total for</b> <b>Harbo Mechanical Contractors</b>	<b>125.00</b>		
<u>Harrison Truck Centers</u> Harrison Truck Centers	Road & Bridge Equipment	Floor Mats-Street Dept	44.30	136253	02/28/2018
		<b>Total for</b> <b>Harrison Truck Centers</b>	<b>44.30</b>		
<u>Heat Tactical Team</u> Heat Tactical Team	Crime Control & Investigation	2018 Dues HEAT Team	2,195.00	136447	03/15/2018
		<b>Total for</b> <b>Heat Tactical Team</b>	<b>2,195.00</b>		
<u>Hertzke Construction &amp; Millwork,</u> Hertzke Construction & Millwork, Inc.	Library	Remove 2 door openings & fill in openings to match exterior	2,190.00	136533	03/21/2018
		<b>Total for</b> <b>Hertzke Construction &amp; Millwork,</b>	<b>2,190.00</b>		
<u>Hohenstein's Inc.</u> Hohenstein's Inc.	Liquor - Mdse for Resale	Beer	212.50	136507	03/21/2018
		<b>Total for</b> <b>Hohenstein's Inc.</b>	<b>212.50</b>		
<u>Hometown Sanitation Services, L</u> Hometown Sanitation Services, LLC Hometown Sanitation Services, LLC	SMEC Building Liquor Store	March 2018 Refuse Removal-SMEC March 2018 Cardboard Pickup Liquor Store	110.00 43.99	136356 136356	03/09/2018 03/09/2018
		<b>Total for</b> <b>Hometown Sanitation Services, LI</b>	<b>153.99</b>		
<u>Humana</u> Humana	Health Insurance	March 2018 Premiums	338.40	1898	03/15/2018
		<b>Total for</b> <b>Humana</b>	<b>338.40</b>		
<u>Humpal</u> Humpal Humpal	City Manager City Manager	02/09 to 03/08/18 Cell Phone Expenses 02/23/18 to 03/14/18	110.00 70.44	0 0	03/21/2018 03/21/2018
		<b>Total for</b> <b>Humpal</b>	<b>180.44</b>		
<u>Indian Island Winery LLC</u> Indian Island Winery LLC	Liquor - Mdse for Resale	Wine	550.56	136508	03/21/2018
		<b>Total for</b> <b>Indian Island Winery LLC</b>	<b>550.56</b>		
<u>International Code Council</u> International Code Council	Building Inspection	Membership Dues 2018	135.00	136534	03/21/2018

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

From: 02/28/2018

To: 03/27/2018



<u>Vendor</u>	<u>Department</u>	<u>Description</u>	<u>Amount</u>	<u>Check Number</u>	<u>Check Date</u>
<b>Total for International Code Council</b>			<b>135.00</b>		
<b><u>J. H. Larson</u></b>					
J. H. Larson	General Government Buildings	Repair Supplies-City Hall	10.36	136467	03/16/2018
J. H. Larson	General Government Buildings	2 Amp Glass Fuse-City Hall Elevator	2.80	136448	03/15/2018
J. H. Larson	Central Garage	LED Lights-City Shop	216.16	136448	03/15/2018
<b>Total for J. H. Larson</b>			<b>229.32</b>		
<b><u>Jackson County Sheriff's Office</u></b>					
Jackson County Sheriff's Office	Crime Control & Investigation	HEAT Team Bus Fuel 2/20 & 2/23/18	134.59	136327	03/09/2018
<b>Total for Jackson County Sheriff's Office</b>			<b>134.59</b>		
<b><u>Janssen</u></b>					
Janssen	Police Administration	NIBRS Training Mankato, MN 02/28 & 03/01/18	19.52	0	03/09/2018
<b>Total for Janssen</b>			<b>19.52</b>		
<b><u>JJ Taylor Dist Of Mn</u></b>					
JJ Taylor Dist Of Mn	Liquor - Mdse for Resale	Beer	267.20	136509	03/21/2018
JJ Taylor Dist Of Mn	Liquor - Mdse for Resale	Freight	3.00	136509	03/21/2018
JJ Taylor Dist Of Mn	Liquor - Mdse for Resale	Beer	616.15	136293	03/07/2018
JJ Taylor Dist Of Mn	Liquor - Mdse for Resale	Freight	3.00	136293	03/07/2018
<b>Total for JJ Taylor Dist Of Mn</b>			<b>889.35</b>		
<b><u>John Deere Financial</u></b>					
John Deere Financial	Parks	Wheel	107.39	136535	03/21/2018
<b>Total for John Deere Financial</b>			<b>107.39</b>		
<b><u>Johnson</u></b>					
Johnson	Culture & Rec Charges	Lincoln Park Shelter Rental June 9,2018 Refund	50.00	136536	03/21/2018
<b>Total for Johnson</b>			<b>50.00</b>		
<b><u>Johnson Brothers Liquor Compar</u></b>					
Johnson Brothers Liquor Company	Liquor - Mdse for Resale	Liquor	12,511.95	136510	03/21/2018
Johnson Brothers Liquor Company	Liquor - Mdse for Resale	Wine	8,726.64	136510	03/21/2018
Johnson Brothers Liquor Company	Liquor - Mdse for Resale	Beer	8.01	136510	03/21/2018
Johnson Brothers Liquor Company	Liquor - Mdse for Resale	Pop/Mix	221.35	136510	03/21/2018
Johnson Brothers Liquor Company	Liquor - Mdse for Resale	Freight	522.20	136510	03/21/2018
Johnson Brothers Liquor Company	Liquor - Mdse for Resale	Wine	-62.39	136294	03/07/2018
Johnson Brothers Liquor Company	Liquor - Mdse for Resale	Freight	48.16	136294	03/07/2018
Johnson Brothers Liquor Company	Liquor - Mdse for Resale	Freight	84.49	136294	03/07/2018
Johnson Brothers Liquor Company	Liquor - Mdse for Resale	Freight	-3.38	136294	03/07/2018
Johnson Brothers Liquor Company	Liquor - Mdse for Resale	Wine	-86.66	136294	03/07/2018
Johnson Brothers Liquor Company	Liquor - Mdse for Resale	Liquor	7,333.93	136294	03/07/2018
Johnson Brothers Liquor Company	Liquor - Mdse for Resale	Freight	98.01	136294	03/07/2018
Johnson Brothers Liquor Company	Liquor - Mdse for Resale	Liquor	3,061.41	136294	03/07/2018
Johnson Brothers Liquor Company	Liquor - Mdse for Resale	Beer	120.39	136294	03/07/2018
Johnson Brothers Liquor Company	Liquor - Mdse for Resale	Pop/Mix	207.45	136294	03/07/2018
Johnson Brothers Liquor Company	Liquor - Mdse for Resale	Freight	8.45	136294	03/07/2018
Johnson Brothers Liquor Company	Liquor - Mdse for Resale	Liquor	1,150.44	136294	03/07/2018
Johnson Brothers Liquor Company	Liquor - Mdse for Resale	Freight	11.83	136294	03/07/2018

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



From: 02/28/2018

To: 03/27/2018

<u>Vendor</u>	<u>Department</u>	<u>Description</u>	<u>Amount</u>	<u>Check Number</u>	<u>Check Date</u>
Johnson Brothers Liquor Company	Liquor - Mdse for Resale	Wine	2,106.07	136294	03/07/2018
		<b>Total for Johnson Brothers Liquor Compar</b>	<b>36,068.35</b>		
<b><u>Kadrmass, Lee &amp; Jackson, Inc.</u></b>					
Kadrmass, Lee & Jackson, Inc.	Airport	Professional Services thru 12/31/17 Airport Hangar & Taxilanes	7,000.00	136240	02/28/2018
Kadrmass, Lee & Jackson, Inc.	Airport	Professional Services Ending 01/27/18	1,000.00	136254	02/28/2018
Kadrmass, Lee & Jackson, Inc.	Airport	Hangar Project	1,000.00	136537	03/21/2018
		<b>Total for Kadrmass, Lee &amp; Jackson, Inc.</b>	<b>9,000.00</b>		
<b><u>Kelly</u></b>					
Kelly	Crime Control & Investigation	iPhone charger cables, Crime scene red evidence box sealing ta	57.48	0	03/21/2018
Kelly	Crime Control & Investigation	Uniform Service Hash Marks	50.55	0	03/21/2018
		<b>Total for Kelly</b>	<b>108.03</b>		
<b><u>Krzywicki</u></b>					
Krzywicki	Non-departmental	Refund Check	0.48	136275	03/06/2018
Krzywicki	Non-departmental	Refund Check	0.04	136275	03/06/2018
Krzywicki	Non-departmental	Refund Check	1.43	136275	03/06/2018
Krzywicki	Non-departmental	Refund Check	3.76	136275	03/06/2018
Krzywicki	Non-departmental	Refund Check	0.95	136275	03/06/2018
		<b>Total for Krzywicki</b>	<b>6.66</b>		
<b><u>Landscaping Plus Inc</u></b>					
Landscaping Plus Inc	Poetter's Circle	Feb 2018 Snow Removal Poetter's Circle	1,922.50	136305	03/07/2018
Landscaping Plus Inc	Incubator Building	Feb 2018 Snow Removal Incubator Bldg	776.52	136305	03/07/2018
		<b>Total for Landscaping Plus Inc</b>	<b>2,699.02</b>		
<b><u>Lardy</u></b>					
Lardy	Parks	MN Shade Tree Short Course Arden Hills 03/13 to 03/14/18	425.93	0	03/21/2018
		<b>Total for Lardy</b>	<b>425.93</b>		
<b><u>Lawn Solutions</u></b>					
Lawn Solutions	Poetter's Circle	Better Lawn Care Program Poetter's Circle	1,805.40	136328	03/09/2018
Lawn Solutions	SMEC Building	Better Lawn Care Program SMEC	657.90	136328	03/09/2018
		<b>Total for Lawn Solutions</b>	<b>2,463.30</b>		
<b><u>League Of Mn Cities</u></b>					
League Of Mn Cities	Storm Sewer Mnt	Stormwater Coalition Contribution	760.00	136538	03/21/2018
		<b>Total for League Of Mn Cities</b>	<b>760.00</b>		
<b><u>League Of Mn Cities Ins Trust</u></b>					
League Of Mn Cities Ins Trust	Workers Comp	Workers Comp Insurance	84,940.00	136449	03/15/2018
League Of Mn Cities Ins Trust	Misc Revenues	Commission Paid Policy# 0200052131	367.52	136449	03/15/2018
		<b>Total for League Of Mn Cities Ins Trust</b>	<b>85,307.52</b>		
<b><u>Lifeline Incorporated</u></b>					
Lifeline Incorporated	Crime Control & Investigation	Zoll AED Plus Value Packages (14)	19,327.75	136255	02/28/2018
		<b>Total for Lifeline Incorporated</b>	<b>19,327.75</b>		
<b><u>Livewire Printing Co.</u></b>					
Livewire Printing Co.	Aquatic Park	2500 Aquatic Park Brochures	323.55	136329	03/09/2018
Livewire Printing Co.	Aquatic Park	2500 Aquatic Park Brochures	306.00	136329	03/09/2018
		<b>Total for Livewire Printing Co.</b>	<b>629.55</b>		



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

From: 02/28/2018

To: 03/27/2018



<u>Vendor</u>	<u>Department</u>	<u>Description</u>	<u>Amount</u>	<u>Check Number</u>	<u>Check Date</u>
<b><u>Locher Bros. Inc</u></b>					
Locher Bros. Inc	Liquor - Mdse for Resale	Beer	-21.00	136511	03/21/2018
Locher Bros. Inc	Liquor - Mdse for Resale	Beer	2,274.40	136511	03/21/2018
Locher Bros. Inc	Liquor - Mdse for Resale	Beer	5,181.50	136511	03/21/2018
Locher Bros. Inc	Liquor - Mdse for Resale	Beer	10,671.35	136511	03/21/2018
Locher Bros. Inc	Liquor - Mdse for Resale	Beer	-12.80	136511	03/21/2018
Locher Bros. Inc	Liquor - Mdse for Resale	Pop/Mix	15.50	136511	03/21/2018
Locher Bros. Inc	Liquor - Mdse for Resale	Beer	-16.80	136295	03/07/2018
Locher Bros. Inc	Liquor - Mdse for Resale	Beer	1,152.60	136511	03/21/2018
Locher Bros. Inc	Liquor - Mdse for Resale	Beer	5,260.20	136295	03/07/2018
Locher Bros. Inc	Liquor - Mdse for Resale	Beer	2,856.47	136295	03/07/2018
Locher Bros. Inc	Liquor - Mdse for Resale	Beer	12,910.70	136295	03/07/2018
Locher Bros. Inc	Liquor - Mdse for Resale	Pop/Mix	3.95	136295	03/07/2018
Locher Bros. Inc	Liquor - Mdse for Resale	Beer	4,232.45	136295	03/07/2018
		<b>Total for Locher Bros. Inc</b>	<b>44,508.52</b>		
<b><u>Lomastro</u></b>					
Lomastro	Non-departmental	Refund Check	2.35	136272	03/02/2018
Lomastro	Non-departmental	Refund Check	1.17	136272	03/02/2018
Lomastro	Non-departmental	Refund Check	0.12	136272	03/02/2018
Lomastro	Non-departmental	Refund Check	3.52	136272	03/02/2018
		<b>Total for Lomastro</b>	<b>7.16</b>		
<b><u>Martin County Attorney's</u></b>					
Martin County Attorney's	Public Safety Charges	Forfeiture Funds from FMP17-322	117.00	136450	03/15/2018
		<b>Total for Martin County Attorney's</b>	<b>117.00</b>		
<b><u>Martin County Auditor</u></b>					
Martin County Auditor	Storm Sewer Mnt	Ditch Billing for JD#48 Winnebago Ave in Sec 4-T102N-R30W	16.33	136357	03/09/2018
Martin County Auditor	Urban Redevelopment & Housing	Unruh Properties Filing Fees & Deed Taxes	515.76	136306	03/07/2018
Martin County Auditor	Crime Control & Investigation	March 2018 Rental of Security Bldg	4,135.25	136330	03/09/2018
Martin County Auditor	Crime Control & Investigation	March 2018 Frontier Phone Bill	427.36	136468	03/16/2018
		<b>Total for Martin County Auditor</b>	<b>5,094.70</b>		
<b><u>Martin County Highway Dept</u></b>					
Martin County Highway Dept	Crime Control & Investigation	Fuel - Feb	2,032.96	136408	03/09/2018
Martin County Highway Dept	Building Inspection	Fuel - Feb	98.38	136408	03/09/2018
Martin County Highway Dept	Animal Control	Fuel - Feb	100.89	136408	03/09/2018
Martin County Highway Dept	Paved Streets	Fuel - Feb	5,581.18	136408	03/09/2018
Martin County Highway Dept	Garbage Collection	Fuel - Feb	72.41	136408	03/09/2018
Martin County Highway Dept	Parks	Fuel - Feb	1,128.94	136408	03/09/2018
Martin County Highway Dept	Storm Sewer Mnt	Fuel - Feb	289.95	136408	03/09/2018
Martin County Highway Dept	Airport	Fuel - Feb	868.67	136408	03/09/2018
Martin County Highway Dept	Central Garage	Fuel - Feb	69.08	136408	03/09/2018
		<b>Total for Martin County Highway Dept</b>	<b>10,242.46</b>		
<b><u>Martin County Knights of Columb</u></b>					
Martin County Knights of Columbus, Inc.	Mayor & Council	Hall Rental 3/17/18 & Coffee	180.00	13563	03/27/2018

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



From: 02/28/2018

To: 03/27/2018

<u>Vendor</u>	<u>Department</u>	<u>Description</u>	<u>Amount</u>	<u>Check Number</u>	<u>Check Date</u>
<b>Total for Martin County Knights of Columb</b>			<b>180.00</b>		
<u>Martin County Recorder</u> Martin County Recorder	Planning & Zoning	Variance & CUP on two different properties	92.00	136539	03/21/2018
<b>Total for Martin County Recorder</b>			<b>92.00</b>		
<u>Martin County Star Inc.</u> Martin County Star Inc.	Liquor Store	Winter Guide Ad-Liquor Store	125.00	136296	03/07/2018
<b>Total for Martin County Star Inc.</b>			<b>125.00</b>		
<u>Masa Consulting</u> Masa Consulting	Crime Control & Investigation	Post Incident Consulting 3/8/18	437.50	136540	03/21/2018
<b>Total for Masa Consulting</b>			<b>437.50</b>		
<u>Mayo Clinic Health System Fairm</u> Mayo Clinic Health System Fairmont Mayo Clinic Health System Fairmont	Fire Fighting	Fire Dept Physicals-R Carlson	940.00	136541	03/21/2018
	Fire Fighting	Fire Dept Physicals	557.00	136256	02/28/2018
<b>Total for Mayo Clinic Health System Fairm</b>			<b>1,497.00</b>		
<u>Metro Sales Inc.</u> Metro Sales Inc.	City Manager	Base Rate Chg 03/03 to 06/02/18 Usage from 12/3/17 to 3/2/18	27.58	136358	03/09/2018
Metro Sales Inc.	Recording & Reporting	Base Rate Chg 03/03 to 06/02/18 Usage from 12/3/17 to 3/2/18	27.58	136358	03/09/2018
Metro Sales Inc.	Director of Finance	Base Rate Chg 03/03 to 06/02/18 Usage from 12/3/17 to 3/2/18	27.58	136358	03/09/2018
Metro Sales Inc.	City Attorney	Base Rate Chg 03/03 to 06/02/18 Usage from 12/3/17 to 3/2/18	27.58	136358	03/09/2018
Metro Sales Inc.	Planning & Zoning	Base Rate Chg 03/03 to 06/02/18 Usage from 12/3/17 to 3/2/18	45.97	136358	03/09/2018
Metro Sales Inc.	Police Administration	Base Rate Chg 03/03 to 06/02/18 Usage from 12/3/17 to 3/2/18	18.39	136358	03/09/2018
Metro Sales Inc.	Lake Restoration	Base Rate Chg 03/03 to 06/02/18 Usage from 12/3/17 to 3/2/18	18.39	136358	03/09/2018
Metro Sales Inc.	Economic Development	Base Rate Chg 03/03 to 06/02/18 Usage from 12/3/17 to 3/2/18	91.95	136358	03/09/2018
Metro Sales Inc.	Liquor Store	Base Rate Chg 03/03 to 06/02/18 Usage from 12/3/17 to 3/2/18	18.39	136358	03/09/2018
Metro Sales Inc.	Airport	Base Rate Chg 03/03 to 06/02/18 Usage from 12/3/17 to 3/2/18	18.39	136358	03/09/2018
Metro Sales Inc.	Parking Lots	Base Rate Chg 03/03 to 06/02/18 Usage from 12/3/17 to 3/2/18	18.39	136358	03/09/2018
Metro Sales Inc.	Data Processing	Base Rate Chg 03/03 to 06/02/18 Usage from 12/3/17 to 3/2/18	27.58	136358	03/09/2018
Metro Sales Inc.	Crime Control & Investigation	Base Rate Chg 03/03 to 06/02/18 Usage from 12/3/17 to 3/2/18	18.39	136358	03/09/2018
Metro Sales Inc.	Fire Fighting	Base Rate Chg 03/03 to 06/02/18 Usage from 12/3/17 to 3/2/18	27.58	136358	03/09/2018
Metro Sales Inc.	Building Inspection	Base Rate Chg 03/03 to 06/02/18 Usage from 12/3/17 to 3/2/18	45.97	136358	03/09/2018
Metro Sales Inc.	Paved Streets	Base Rate Chg 03/03 to 06/02/18 Usage from 12/3/17 to 3/2/18	18.39	136358	03/09/2018
Metro Sales Inc.	Engineering	Base Rate Chg 03/03 to 06/02/18 Usage from 12/3/17 to 3/2/18	137.92	136358	03/09/2018
Metro Sales Inc.	Parks	Base Rate Chg 03/03 to 06/02/18 Usage from 12/3/17 to 3/2/18	27.58	136358	03/09/2018
<b>Total for Metro Sales Inc.</b>			<b>643.60</b>		
<u>Midco</u> Midco	Data Processing	Internet Circuit March 2018	338.00	136359	03/09/2018
<b>Total for Midco</b>			<b>338.00</b>		
<u>Middle Nine Mutual Aid</u> Middle Nine Mutual Aid	Fire Fighting	Dues 2018	50.00	136257	02/28/2018
<b>Total for Middle Nine Mutual Aid</b>			<b>50.00</b>		
<u>Midwest Garage Doors, Inc.</u> Midwest Garage Doors, Inc.	Paved Streets	Replaced Broken Spring #312	382.86	136542	03/21/2018
<b>Total for Midwest Garage Doors, Inc.</b>			<b>382.86</b>		

# Accounts Payable

## Check Approval List - City Council

From: 02/28/2018

To: 03/27/2018



<u>Vendor</u>	<u>Department</u>	<u>Description</u>	<u>Amount</u>	<u>Check Number</u>	<u>Check Date</u>
<b><u>Miller, Tim</u></b>					
Miller, Tim	Fire Fighting	Mankato Fire School 03/03 to 03/04/18	712.35	136543	03/21/2018
		<b>Total for Miller, Tim</b>	<b>712.35</b>		
<b><u>Minnesota Dept of Admin</u></b>					
Minnesota Dept of Admin	Crime Control & Investigation	January 2018 Vehicle Lease	3,744.49	136331	03/09/2018
		<b>Total for Minnesota Dept of Admin</b>	<b>3,744.49</b>		
<b><u>Minnesota Elevator, Inc</u></b>					
Minnesota Elevator, Inc	General Government Buildings	March 2018 Monthly Elevator Service	133.22	136332	03/09/2018
Minnesota Elevator, Inc	SMEC Building	March thru May Quarterly Elevator Service-SMEC	356.88	136332	03/09/2018
		<b>Total for Minnesota Elevator, Inc</b>	<b>490.10</b>		
<b><u>Minnesota GFOA</u></b>					
Minnesota GFOA	Director of Finance	Membership Renewal Current to 3/1/2019	50.00	136360	03/09/2018
		<b>Total for Minnesota GFOA</b>	<b>50.00</b>		
<b><u>Mn Dept of Employment &amp; Econo</u></b>					
Mn Dept of Employment & Economic Develop	Intergovernmental Revenues	April 2018 MN Invest Fund Grant CDAP-16-0063-H-FY17 Zierke	2,758.20	13564	03/27/2018
		<b>Total for Mn Dept of Employment &amp; Econo</b>	<b>2,758.20</b>		
<b><u>MN Dept of Labor &amp; Indus</u></b>					
MN Dept of Labor & Indus	Airport	Pressure Vessel 2159 Blue Earth Ave E Five Lakes Aviation	10.00	136361	03/09/2018
		<b>Total for MN Dept of Labor &amp; Indus</b>	<b>10.00</b>		
<b><u>MN Energy Resources Corp.</u></b>					
MN Energy Resources Corp.	General Government Buildings	Gas Utilities 02/07 to 03/07/18 Senior Center	259.41	136451	03/15/2018
MN Energy Resources Corp.	Library	Gas Utilities 01/19 to 02/16/18	1,956.01	136258	02/28/2018
MN Energy Resources Corp.	Fire Fighting	Gas Utilities 02/01 to 03/01/18 Fire Station	959.87	136362	03/09/2018
MN Energy Resources Corp.	Animal Control	Humane Society 02/13 to 03/14/18 Gas Utilities	245.87	13565	03/27/2018
MN Energy Resources Corp.	Animal Control	Gas Utilities 01/16 to 02/12/18	124.60	136258	02/28/2018
MN Energy Resources Corp.	Paved Streets	Street Dept 02/13 to 03/14/18 Gas Utilities	762.64	13565	03/27/2018
MN Energy Resources Corp.	Central Garage	City Shop 02/13 to 03/14/18 Gas Utilities	248.30	13565	03/27/2018
MN Energy Resources Corp.	Aquatic Park	Aquatic Park 02/14 to 03/14/18 Gas Utilities	49.05	13565	03/27/2018
MN Energy Resources Corp.	Parks	Park Dept 02/13 to 03/14/18 Gas Utilities	762.64	13565	03/27/2018
MN Energy Resources Corp.	Parks	Gas Utilities 02/07 to 03/07/18 Lincoln Shelter House	19.62	136451	03/15/2018
MN Energy Resources Corp.	Burton Lane	01/31/18 to 02/28/2018 Gas Utilities 531 Burton Lane	67.67	136544	03/21/2018
MN Energy Resources Corp.	Incubator Building	Incubator Bldg 02/14 to 03/14/18 Gas Utilities	852.71	13565	03/27/2018
MN Energy Resources Corp.	Liquor Store	Liquor Store 02/14 to 03/14/18 Gas Utilities	366.28	13565	03/27/2018
		<b>Total for MN Energy Resources Corp.</b>	<b>6,674.67</b>		
<b><u>Mn Municipal Beverage Associati</u></b>					
Mn Municipal Beverage Association	Liquor Store	Annual Conference Alexandria, MN 4/28 to 05/01/18	860.00	136333	03/09/2018
		<b>Total for Mn Municipal Beverage Associati</b>	<b>860.00</b>		
<b><u>MN Pollution Control</u></b>					
MN Pollution Control	Paved Streets	Hazardous Waste Fees	287.88	136545	03/21/2018
MN Pollution Control	Parks	Hazardous Waste Fees	287.88	136545	03/21/2018
		<b>Total for MN Pollution Control</b>	<b>575.76</b>		
<b><u>Mn State Fire Chiefs Assn.</u></b>					
Mn State Fire Chiefs Assn.	Fire Fighting	Membership-Primary Scott	93.00	136259	02/28/2018

# Accounts Payable Check Approval List - City Council



From: 02/28/2018

To: 03/27/2018

<u>Vendor</u>	<u>Department</u>	<u>Description</u>	<u>Amount</u>	<u>Check Number</u>	<u>Check Date</u>
Mn State Fire Chiefs Assn.	Fire Fighting	Membership-Associate Drever	57.00	136259	02/28/2018
Mn State Fire Chiefs Assn.	Fire Fighting	Membership-Associate Hilpipe	57.00	136259	02/28/2018
Mn State Fire Chiefs Assn.	Fire Fighting	Membership-Other Officer Kastning	57.00	136259	02/28/2018
Mn State Fire Chiefs Assn.	Fire Fighting	Membership-Associate Whitmore	57.00	136259	02/28/2018
		<b>Total for Mn State Fire Chiefs Assn.</b>	<b>321.00</b>		
<b><u>Morgan Creek Vineyards</u></b>					
Morgan Creek Vineyards	Liquor - Mdse for Resale	Wine	520.73	136297	03/07/2018
		<b>Total for Morgan Creek Vineyards</b>	<b>520.73</b>		
<b><u>MRCI</u></b>					
MRCI	SMEC Building	Feb 2018 Services	863.50	136307	03/07/2018
		<b>Total for MRCI</b>	<b>863.50</b>		
<b><u>Munsterman</u></b>					
Munsterman	Paved Streets	Safety Toe Boots	184.95	136260	02/28/2018
		<b>Total for Munsterman</b>	<b>184.95</b>		
<b><u>Murphy</u></b>					
Murphy	Liquor Store	Charged twice for same purchase at Liquor Store on 03/02/18	25.25	136363	03/09/2018
		<b>Total for Murphy</b>	<b>25.25</b>		
<b><u>Napa Auto Fairmont</u></b>					
Napa Auto Fairmont	Crime Control & Investigation	Glass Cleaner & Interior Detailer-Police	14.07	136364	03/09/2018
Napa Auto Fairmont	Building Inspection	Oil Filter-Bldg Inspec	2.33	136364	03/09/2018
Napa Auto Fairmont	Road & Bridge Equipment	Filters-Street Dept	70.28	136364	03/09/2018
Napa Auto Fairmont	Road & Bridge Equipment	Filters & Return Temp Gauge-Street Dept	-6.59	136364	03/09/2018
Napa Auto Fairmont	Road & Bridge Equipment	Hammer Repair-Street Dept	14.16	136364	03/09/2018
Napa Auto Fairmont	Parks	Filter-Park Dept	2.46	136364	03/09/2018
Napa Auto Fairmont	Parks	Filters-Park Dept	24.24	136364	03/09/2018
Napa Auto Fairmont	Central Garage	Impact Socket & Hydraulic Jack Oil	34.47	136364	03/09/2018
		<b>Total for Napa Auto Fairmont</b>	<b>155.42</b>		
<b><u>Nelson</u></b>					
Nelson	Crime Control & Investigation	ERU/HEAT Team Gear	507.45	136365	03/09/2018
		<b>Total for Nelson</b>	<b>507.45</b>		
<b><u>O'Reilly Auto Parts</u></b>					
O'Reilly Auto Parts	Ice & Snow Removal	Wiper Transmission	232.11	136452	03/15/2018
O'Reilly Auto Parts	Road & Bridge Equipment	Shift Mech-Warranty	-82.18	136452	03/15/2018
O'Reilly Auto Parts	Parks	Swift Lever OD Button & Trim	8.59	136452	03/15/2018
O'Reilly Auto Parts	Central Garage	Floormat	85.00	136334	03/09/2018
		<b>Total for O'Reilly Auto Parts</b>	<b>243.52</b>		
<b><u>Okoboji Police Department</u></b>					
Okoboji Police Department	Crime Control & Investigation	Ammunition-HEAT Team	974.79	136335	03/09/2018
		<b>Total for Okoboji Police Department</b>	<b>974.79</b>		
<b><u>One Office Solution</u></b>					
One Office Solution	City Manager	Office Supplies-General City Use	1.29	13566	03/27/2018
One Office Solution	City Manager	Office Supplies	5.79	136366	03/09/2018
One Office Solution	City Manager	Office Supplies	3.04	136336	03/09/2018

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

From: 02/28/2018

To: 03/27/2018



<u>Vendor</u>	<u>Department</u>	<u>Description</u>	<u>Amount</u>	<u>Check Number</u>	<u>Check Date</u>
One Office Solution	Recording & Reporting	Office Supplies-General City Use	1.29	13566	03/27/2018
One Office Solution	Recording & Reporting	Office Supplies	3.04	136336	03/09/2018
One Office Solution	Recording & Reporting	Office Supplies	5.79	136366	03/09/2018
One Office Solution	Parking Lots	Office Supplies-General City Use	0.52	13566	03/27/2018
One Office Solution	Parking Lots	Office Supplies	1.22	136336	03/09/2018
One Office Solution	Parking Lots	Office Supplies	2.32	136366	03/09/2018
One Office Solution	Data Processing	Office Supplies-General City Use	0.77	13566	03/27/2018
One Office Solution	Data Processing	Office Supplies	1.83	136336	03/09/2018
One Office Solution	Data Processing	Office Supplies	3.47	136366	03/09/2018
One Office Solution	Liquor Store	Office Supplies-General City Use	0.52	13566	03/27/2018
One Office Solution	Liquor Store	Office Supplies	2.32	136366	03/09/2018
One Office Solution	Liquor Store	Office Supplies	1.22	136336	03/09/2018
One Office Solution	Airport	Office Supplies-General City Use	1.29	13566	03/27/2018
One Office Solution	Airport	Office Supplies	3.04	136336	03/09/2018
One Office Solution	Airport	Office Supplies	5.79	136366	03/09/2018
One Office Solution	Lake Restoration	Office Supplies-General City Use	0.52	13566	03/27/2018
One Office Solution	Lake Restoration	Office Supplies	1.22	136336	03/09/2018
One Office Solution	Lake Restoration	Office Supplies	2.32	136366	03/09/2018
One Office Solution	Economic Development	Office Supplies-General City Use	0.77	13566	03/27/2018
One Office Solution	Economic Development	Office Supplies	1.83	136336	03/09/2018
One Office Solution	Economic Development	Office Supplies	3.47	136366	03/09/2018
One Office Solution	Engineering	Office Supplies-General City Use	2.84	13566	03/27/2018
One Office Solution	Engineering	Office Supplies	6.70	136336	03/09/2018
One Office Solution	Engineering	Office Supplies	12.74	136366	03/09/2018
One Office Solution	Parks	Office Supplies-General City Use	1.03	13566	03/27/2018
One Office Solution	Parks	Office Supplies	4.63	136366	03/09/2018
One Office Solution	Parks	Office Supplies	2.44	136336	03/09/2018
One Office Solution	Building Inspection	Office Supplies-General City Use	1.29	13566	03/27/2018
One Office Solution	Building Inspection	Office Supplies	3.04	136336	03/09/2018
One Office Solution	Building Inspection	Office Supplies	5.79	136366	03/09/2018
One Office Solution	Paved Streets	Office Supplies-General City Use	0.52	13566	03/27/2018
One Office Solution	Paved Streets	Office Supplies	2.32	136366	03/09/2018
One Office Solution	Paved Streets	Office Supplies	1.22	136336	03/09/2018
One Office Solution	Crime Control & Investigation	Office Supplies	3.47	136366	03/09/2018
One Office Solution	Crime Control & Investigation	Office Supplies	1.83	136336	03/09/2018
One Office Solution	Crime Control & Investigation	Office Supplies-General City Use	0.77	13566	03/27/2018
One Office Solution	Fire Fighting	Office Supplies-General City Use	1.03	13566	03/27/2018
One Office Solution	Fire Fighting	Office Supplies	2.44	136336	03/09/2018
One Office Solution	Fire Fighting	Office Supplies	4.63	136366	03/09/2018
One Office Solution	Planning & Zoning	Office Supplies-General City Use	1.29	13566	03/27/2018
One Office Solution	Planning & Zoning	Office Supplies	3.04	136336	03/09/2018
One Office Solution	Planning & Zoning	Office Supplies	5.79	136366	03/09/2018
One Office Solution	Police Administration	Office Supplies-General City Use	0.52	13566	03/27/2018

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

From: 02/28/2018

To: 03/27/2018



<u>Vendor</u>	<u>Department</u>	<u>Description</u>	<u>Amount</u>	<u>Check Number</u>	<u>Check Date</u>
One Office Solution	Police Administration	Office Supplies	1.22	136336	03/09/2018
One Office Solution	Police Administration	Office Supplies	2.32	136366	03/09/2018
One Office Solution	Director of Finance	Office Supplies-General City Use	1.29	13566	03/27/2018
One Office Solution	Director of Finance	Office Supplies	3.04	136336	03/09/2018
One Office Solution	Director of Finance	Office Supplies	5.79	136366	03/09/2018
One Office Solution	City Attorney	Office Supplies-General City Use	1.29	13566	03/27/2018
One Office Solution	City Attorney	Office Supplies	3.04	136336	03/09/2018
One Office Solution	City Attorney	Office Supplies	5.79	136366	03/09/2018
<b>Total for One Office Solution</b>			<b>147.83</b>		
<b><u>Paape Energy Services</u></b>					
Paape Energy Services	SMEC Building	Valves for HVAC-SMEC	842.70	136261	02/28/2018
<b>Total for Paape Energy Services</b>			<b>842.70</b>		
<b><u>Paustis Wine Company</u></b>					
Paustis Wine Company	Liquor - Mdse for Resale	Wine	317.00	136512	03/21/2018
Paustis Wine Company	Liquor - Mdse for Resale	Freight	5.25	136512	03/21/2018
Paustis Wine Company	Liquor - Mdse for Resale	Freight	7.00	136298	03/07/2018
Paustis Wine Company	Liquor - Mdse for Resale	Wine	388.00	136298	03/07/2018
<b>Total for Paustis Wine Company</b>			<b>717.25</b>		
<b><u>PC Janitorial Supply</u></b>					
PC Janitorial Supply	Library	Cleaning Supplies-Library	58.80	136546	03/21/2018
PC Janitorial Supply	Library	Cleaning Supplies-Library	67.50	136546	03/21/2018
PC Janitorial Supply	Library	Cleaning Supplies-Library	41.69	136453	03/15/2018
PC Janitorial Supply	Library	Cleaning Supplies-Library	187.63	136453	03/15/2018
PC Janitorial Supply	Parks	Cleaning Supplies-Park Dept	69.95	136453	03/15/2018
PC Janitorial Supply	Parks	Cleaning Supplies-Park Dept	54.52	136337	03/09/2018
PC Janitorial Supply	Burton Lane	Ice Melt Burton Lane	139.50	136337	03/09/2018
<b>Total for PC Janitorial Supply</b>			<b>619.59</b>		
<b><u>Phillips Wine &amp; Spirits</u></b>					
Phillips Wine & Spirits	Liquor - Mdse for Resale	Misc Merchandise for Resale-Liquor Store	18.00	136513	03/21/2018
Phillips Wine & Spirits	Liquor - Mdse for Resale	Freight	561.33	136513	03/21/2018
Phillips Wine & Spirits	Liquor - Mdse for Resale	Liquor	23,298.28	136513	03/21/2018
Phillips Wine & Spirits	Liquor - Mdse for Resale	Wine	3,986.25	136513	03/21/2018
Phillips Wine & Spirits	Liquor - Mdse for Resale	Beer	1,059.30	136513	03/21/2018
Phillips Wine & Spirits	Liquor - Mdse for Resale	Freight	26.19	136299	03/07/2018
Phillips Wine & Spirits	Liquor - Mdse for Resale	Liquor	-10.98	136299	03/07/2018
Phillips Wine & Spirits	Liquor - Mdse for Resale	Wine	1,310.00	136299	03/07/2018
Phillips Wine & Spirits	Liquor - Mdse for Resale	Freight	27.04	136299	03/07/2018
Phillips Wine & Spirits	Liquor - Mdse for Resale	Pop/Mix	192.70	136513	03/21/2018
Phillips Wine & Spirits	Liquor - Mdse for Resale	Beer	32.00	136299	03/07/2018
Phillips Wine & Spirits	Liquor - Mdse for Resale	Misc Merchandise for Resale-Liquor Store	58.80	136299	03/07/2018
Phillips Wine & Spirits	Liquor - Mdse for Resale	Pop/Mix	202.50	136299	03/07/2018
Phillips Wine & Spirits	Liquor - Mdse for Resale	Freight	10.14	136299	03/07/2018
Phillips Wine & Spirits	Liquor - Mdse for Resale	Liquor	2,498.20	136299	03/07/2018

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

From: 02/28/2018

To: 03/27/2018



<u>Vendor</u>	<u>Department</u>	<u>Description</u>	<u>Amount</u>	<u>Check Number</u>	<u>Check Date</u>
		Total for Phillips Wine & Spirits	33,269.75		
<b>Photo Press</b>					
Photo Press	Other General Gov't	Mowing Proposals	201.60	136367	03/09/2018
Photo Press	Other General Gov't	Mowing Proposals	201.60	136367	03/09/2018
Photo Press	Other General Gov't	Public Hearing Snow Removal	54.45	136367	03/09/2018
Photo Press	City Manager	Envelopes-General City Use	103.82	136367	03/09/2018
Photo Press	City Manager	New City Seal	28.27	136262	02/28/2018
Photo Press	Recording & Reporting	New City Seal	28.27	136262	02/28/2018
Photo Press	Airport	Envelopes-General City Use	103.82	136367	03/09/2018
Photo Press	Parking Lots	New City Seal	11.31	136262	02/28/2018
Photo Press	Parking Lots	Envelopes-General City Use	41.53	136367	03/09/2018
Photo Press	Data Processing	New City Seal	16.96	136262	02/28/2018
Photo Press	Data Processing	Envelopes-General City Use	62.29	136367	03/09/2018
Photo Press	Focus on Fairmont	Thank Yous & Envelopes Adventure Playground	48.00	136338	03/09/2018
Photo Press	Economic Development	Envelopes-General City Use	62.29	136367	03/09/2018
Photo Press	Liquor Store	New City Seal	11.31	136262	02/28/2018
Photo Press	Liquor Store	Big Game Specials-Liquor Store	279.60	136367	03/09/2018
Photo Press	Liquor Store	Daily Sales Report Books-Liquor Store	175.15	136367	03/09/2018
Photo Press	Liquor Store	Envelopes-General City Use	41.53	136367	03/09/2018
Photo Press	Airport	New City Seal	28.27	136262	02/28/2018
Photo Press	Parks	Park Maintenance Position	91.13	136367	03/09/2018
Photo Press	Parks	Envelopes-General City Use	83.05	136367	03/09/2018
Photo Press	Parks	New City Seal	22.62	136262	02/28/2018
Photo Press	Lake Restoration	New City Seal	11.31	136262	02/28/2018
Photo Press	Lake Restoration	Envelopes-General City Use	41.53	136367	03/09/2018
Photo Press	Economic Development	New City Seal	16.96	136262	02/28/2018
Photo Press	Paved Streets	Envelopes-General City Use	41.53	136367	03/09/2018
Photo Press	Paved Streets	New City Seal	11.31	136262	02/28/2018
Photo Press	Engineering	New City Seal	62.20	136262	02/28/2018
Photo Press	Engineering	Envelopes-General City Use	228.39	136367	03/09/2018
Photo Press	Aquatic Park	Office Supplies-Aquatic Park	45.84	136367	03/09/2018
Photo Press	Aquatic Park	Office Supplies-Aquatic Park	38.89	136367	03/09/2018
Photo Press	Crime Control & Investigation	New City Seal	16.96	136262	02/28/2018
Photo Press	Fire Fighting	Envelopes-General City Use	83.05	136367	03/09/2018
Photo Press	Fire Fighting	Annual Report-Fire Dept	184.50	136368	03/09/2018
Photo Press	Fire Fighting	New City Seal	22.62	136262	02/28/2018
Photo Press	Building Inspection	New City Seal	28.27	136262	02/28/2018
Photo Press	Building Inspection	Envelopes-General City Use	103.82	136367	03/09/2018
Photo Press	Planning & Zoning	Envelopes-General City Use	103.82	136367	03/09/2018
Photo Press	Police Administration	New City Seal	11.31	136262	02/28/2018
Photo Press	Police Administration	Envelopes-General City Use	41.53	136367	03/09/2018
Photo Press	Crime Control & Investigation	2 Large Flip Books-Police Dept	34.00	136547	03/21/2018
Photo Press	Crime Control & Investigation	Notice of Dangerous Dog	43.70	136454	03/15/2018

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



From: 02/28/2018

To: 03/27/2018

<u>Vendor</u>	<u>Department</u>	<u>Description</u>	<u>Amount</u>	<u>Check Number</u>	<u>Check Date</u>
Photo Press	Crime Control & Investigation	Envelopes-General City Use	62.29	136367	03/09/2018
Photo Press	Recording & Reporting	Envelopes-General City Use	103.82	136367	03/09/2018
Photo Press	Director of Finance	New City Seal	28.27	136262	02/28/2018
Photo Press	Director of Finance	Envelopes-General City Use	103.82	136367	03/09/2018
Photo Press	City Attorney	New City Seal	28.27	136262	02/28/2018
Photo Press	City Attorney	Envelopes-General City Use	103.82	136367	03/09/2018
Photo Press	Planning & Zoning	New City Seal	28.27	136262	02/28/2018
		<b>Total for Photo Press</b>	<b>3,326.97</b>		
<b><u>Pitney Bowes Global Financial Se</u></b>					
Pitney Bowes Global Financial Services LLC	City Manager	Postage Meter 12/30/17 to 03/29/18	20.63	136339	03/09/2018
Pitney Bowes Global Financial Services LLC	Recording & Reporting	Postage Meter 12/30/17 to 03/29/18	20.63	136339	03/09/2018
Pitney Bowes Global Financial Services LLC	Director of Finance	Postage Meter 12/30/17 to 03/29/18	20.63	136339	03/09/2018
Pitney Bowes Global Financial Services LLC	City Attorney	Postage Meter 12/30/17 to 03/29/18	20.63	136339	03/09/2018
Pitney Bowes Global Financial Services LLC	Planning & Zoning	Postage Meter 12/30/17 to 03/29/18	20.63	136339	03/09/2018
Pitney Bowes Global Financial Services LLC	Police Administration	Postage Meter 12/30/17 to 03/29/18	8.25	136339	03/09/2018
Pitney Bowes Global Financial Services LLC	Lake Restoration	Postage Meter 12/30/17 to 03/29/18	8.25	136339	03/09/2018
Pitney Bowes Global Financial Services LLC	Economic Development	Postage Meter 12/30/17 to 03/29/18	12.38	136339	03/09/2018
Pitney Bowes Global Financial Services LLC	Liquor Store	Postage Meter 12/30/17 to 03/29/18	8.25	136339	03/09/2018
Pitney Bowes Global Financial Services LLC	Airport	Postage Meter 12/30/17 to 03/29/18	20.63	136339	03/09/2018
Pitney Bowes Global Financial Services LLC	Parking Lots	Postage Meter 12/30/17 to 03/29/18	8.25	136339	03/09/2018
Pitney Bowes Global Financial Services LLC	Data Processing	Postage Meter 12/30/17 to 03/29/18	12.38	136339	03/09/2018
Pitney Bowes Global Financial Services LLC	Crime Control & Investigation	Postage Meter 12/30/17 to 03/29/18	12.38	136339	03/09/2018
Pitney Bowes Global Financial Services LLC	Fire Fighting	Postage Meter 12/30/17 to 03/29/18	16.50	136339	03/09/2018
Pitney Bowes Global Financial Services LLC	Building Inspection	Postage Meter 12/30/17 to 03/29/18	20.63	136339	03/09/2018
Pitney Bowes Global Financial Services LLC	Paved Streets	Postage Meter 12/30/17 to 03/29/18	8.25	136339	03/09/2018
Pitney Bowes Global Financial Services LLC	Engineering	Postage Meter 12/30/17 to 03/29/18	45.39	136339	03/09/2018
Pitney Bowes Global Financial Services LLC	Parks	Postage Meter 12/30/17 to 03/29/18	16.50	136339	03/09/2018
		<b>Total for Pitney Bowes Global Financial Se</b>	<b>301.19</b>		
<b><u>Pizza Corner, Inc</u></b>					
Pizza Corner, Inc	Aquatic Park	Shorted Pymt 05/27/15 Truing Up With Pizza Corners Auditors	20.80	136340	03/09/2018
		<b>Total for Pizza Corner, Inc</b>	<b>20.80</b>		
<b><u>Police Dept/ Petty Cash</u></b>					
Police Dept/ Petty Cash	Police Administration	Books of Stamps	20.00	136341	03/09/2018
		<b>Total for Police Dept/ Petty Cash</b>	<b>20.00</b>		
<b><u>Prairieland Solid Waste Mgmnt</u></b>					
Prairieland Solid Waste Mgmnt	Garbage Collection	Refuse Removal Feb 2018	509.18	136342	03/09/2018
		<b>Total for Prairieland Solid Waste Mgmnt</b>	<b>509.18</b>		
<b><u>Presentation College</u></b>					
Presentation College	SMEC Building	Internet Services for March 2018	200.00	136455	03/15/2018
		<b>Total for Presentation College</b>	<b>200.00</b>		
<b><u>Preuss, Linsey</u></b>					
Preuss, Linsey	Economic Development	Expenses 02/02 to 02/28/18	54.62	0	03/09/2018
Preuss, Linsey	Economic Development	Cell Phone thru 2/21/18	50.00	0	03/09/2018



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



From: 02/28/2018

To: 03/27/2018

<u>Vendor</u>	<u>Department</u>	<u>Description</u>	<u>Amount</u>	<u>Check Number</u>	<u>Check Date</u>
<b>Total for Preuss, Linsey</b>			<b>104.62</b>		
<b><u>Pritts Electric</u></b>					
Pritts Electric	General Government Buildings	Exhaust Fan Motor Public Restroom at City Hall	107.00	136263	02/28/2018
<b>Total for Pritts Electric</b>			<b>107.00</b>		
<b><u>Profinium Inc.</u></b>					
Profinium Inc.	Burton Lane	Interest Payment for Burton Lane Bond	348.64	136456	03/15/2018
Profinium Inc.	Poetter's Circle	Interest Payment for Poetter Circle Bond	3,523.41	136456	03/15/2018
Profinium Inc.	Non-departmental	Principal Payment for Burton Lane Bond	1,783.07	136456	03/15/2018
Profinium Inc.	Non-departmental	Principal Payment for Poetter Circle Bond	3,254.65	136456	03/15/2018
<b>Total for Profinium Inc.</b>			<b>8,909.77</b>		
<b><u>Prudential</u></b>					
Prudential	City Manager	Term Essential Insurance Policy Michael Humpal L8 915 471	797.50	136457	03/15/2018
<b>Total for Prudential</b>			<b>797.50</b>		
<b><u>Public Utilities Commission</u></b>					
Public Utilities Commission	General Government Buildings	01/15 to 02/15/18 Utilities	3,597.60	136469	03/16/2018
Public Utilities Commission	General Government Buildings	01/15 to 02/15/18 Utilities	115.73	136469	03/16/2018
Public Utilities Commission	General Government Buildings	01/15 to 02/15/18 Utilities	40.20	136469	03/16/2018
Public Utilities Commission	General Government Buildings	01/15 to 02/15/18 Utilities	39.10	136469	03/16/2018
Public Utilities Commission	Library	01/15 to 02/15/18 Utilities	61.52	136469	03/16/2018
Public Utilities Commission	Library	01/15 to 02/15/18 Utilities	24.21	136469	03/16/2018
Public Utilities Commission	Central Garage	01/15 to 02/15/18 Utilities	70.10	136469	03/16/2018
Public Utilities Commission	Airport	01/15 to 02/15/18 Utilities	2,229.66	136469	03/16/2018
Public Utilities Commission	Airport	01/15 to 02/15/18 Utilities	1,399.88	136469	03/16/2018
Public Utilities Commission	Airport	01/15 to 02/15/18 Utilities	113.58	136469	03/16/2018
Public Utilities Commission	Airport	01/15 to 02/15/18 Utilities	25.62	136469	03/16/2018
Public Utilities Commission	Parking Lots	01/15 to 02/15/18 Utilities	210.43	136469	03/16/2018
Public Utilities Commission	Parking Lots	01/15 to 02/15/18 Utilities	181.41	136469	03/16/2018
Public Utilities Commission	SMEC Building	01/15 to 02/15/18 Utilities	7,142.58	136469	03/16/2018
Public Utilities Commission	SMEC Building	01/15 to 02/15/18 Utilities	88.64	136469	03/16/2018
Public Utilities Commission	Liquor Store	01/15 to 02/15/18 Utilities	1,898.92	136469	03/16/2018
Public Utilities Commission	Liquor Store	01/15 to 02/15/18 Utilities	48.17	136469	03/16/2018
Public Utilities Commission	Liquor Store	01/15 to 02/15/18 Utilities	21.12	136469	03/16/2018
Public Utilities Commission	Liquor Store	01/15 to 02/15/18 Utilities	55.88	136469	03/16/2018
Public Utilities Commission	Burton Lane	01/31 to 02/16/18 Utilities 531 Burton Lane	33.91	136469	03/16/2018
Public Utilities Commission	Incubator Building	01/15 to 02/15/18 Utilities	581.76	136469	03/16/2018
Public Utilities Commission	Incubator Building	01/15 to 02/15/18 Utilities	67.58	136469	03/16/2018
Public Utilities Commission	Incubator Building	01/15 to 02/15/18 Utilities	29.43	136469	03/16/2018
Public Utilities Commission	Incubator Building	01/15 to 02/15/18 Utilities	21.85	136469	03/16/2018
Public Utilities Commission	SMEC Building	01/15 to 02/15/18 Utilities	30.57	136469	03/16/2018
Public Utilities Commission	Parks	01/15 to 02/15/18 Utilities	246.92	136469	03/16/2018
Public Utilities Commission	Parks	01/15 to 02/15/18 Utilities	2,806.84	136469	03/16/2018
Public Utilities Commission	Lake Restoration	01/15 to 02/15/18 Utilities	95.45	136469	03/16/2018
Public Utilities Commission	Burton Lane	01/31 to 02/16/18 Utilities 531 Burton Lane	21.12	136469	03/16/2018

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

From: 02/28/2018

To: 03/27/2018



<u>Vendor</u>	<u>Department</u>	<u>Description</u>	<u>Amount</u>	<u>Check Number</u>	<u>Check Date</u>
Public Utilities Commission	Burton Lane	01/31 to 02/16/18 Utilities 531 Burton Lane	3.96	136469	03/16/2018
Public Utilities Commission	Burton Lane	01/31 to 02/16/18 Utilities 531 Burton Lane	23.64	136469	03/16/2018
Public Utilities Commission	Aquatic Park	01/15 to 02/15/18 Utilities	12.81	136469	03/16/2018
Public Utilities Commission	Aquatic Park	01/15 to 02/15/18 Utilities	183.63	136469	03/16/2018
Public Utilities Commission	Aquatic Park	01/15 to 02/15/18 Utilities	147.33	136469	03/16/2018
Public Utilities Commission	Aquatic Park	01/15 to 02/15/18 Utilities	37.86	136469	03/16/2018
Public Utilities Commission	Parks	01/15 to 02/15/18 Utilities	1,609.58	136469	03/16/2018
Public Utilities Commission	Parks	01/15 to 02/15/18 Utilities	599.48	136469	03/16/2018
Public Utilities Commission	Paved Streets	01/15 to 02/15/18 Utilities	85.21	136469	03/16/2018
Public Utilities Commission	Paved Streets	01/15 to 02/15/18 Utilities	41.34	136469	03/16/2018
Public Utilities Commission	Street Lighting	01/15 to 02/15/18 Utilities	11,541.29	136469	03/16/2018
Public Utilities Commission	Street Lighting	01/15 to 02/15/18 Utilities	2,266.34	136469	03/16/2018
Public Utilities Commission	Street Lighting	01/15 to 02/15/18 Utilities	10.31	136469	03/16/2018
Public Utilities Commission	Animal Control	01/15 to 02/15/18 Utilities	502.87	136469	03/16/2018
Public Utilities Commission	Animal Control	01/15 to 02/15/18 Utilities	78.52	136469	03/16/2018
Public Utilities Commission	Animal Control	01/15 to 02/15/18 Utilities	36.93	136469	03/16/2018
Public Utilities Commission	Animal Control	01/15 to 02/15/18 Utilities	17.41	136469	03/16/2018
Public Utilities Commission	Paved Streets	01/15 to 02/15/18 Utilities	34.98	136469	03/16/2018
Public Utilities Commission	Paved Streets	01/15 to 02/15/18 Utilities	875.49	136469	03/16/2018
Public Utilities Commission	Library	01/15 to 02/15/18 Utilities	21.21	136469	03/16/2018
Public Utilities Commission	Library	01/15 to 02/15/18 Utilities	1,702.86	136469	03/16/2018
Public Utilities Commission	Fire Fighting	01/15 to 02/15/18 Utilities	439.14	136469	03/16/2018
Public Utilities Commission	Fire Fighting	01/15 to 02/15/18 Utilities	65.77	136469	03/16/2018
Public Utilities Commission	Fire Fighting	01/15 to 02/15/18 Utilities	27.39	136469	03/16/2018
Public Utilities Commission	Fire Fighting	01/15 to 02/15/18 Utilities	21.37	136469	03/16/2018
		<b>Total for Public Utilities Commission</b>	<b>41,686.50</b>		
<u>Quade</u>					
Quade	Police Administration	NIBRS Training Mankato, MN 02/27 & 02/28/18	30.57	0	03/09/2018
		<b>Total for Quade</b>	<b>30.57</b>		
<u>Rabe International, Inc.</u>					
Rabe International, Inc.	Ice & Snow Removal	Bolt & Lock Nut	7.13	136343	03/09/2018
Rabe International, Inc.	Road & Bridge Equipment	Oil Drain Plug & Copper Washer	14.61	136548	03/21/2018
		<b>Total for Rabe International, Inc.</b>	<b>21.74</b>		
<u>Ramada Plaza Minneapolis</u>					
Ramada Plaza Minneapolis	Crime Control & Investigation	K-9 School Hotel	1,196.00	136549	03/21/2018
		<b>Total for Ramada Plaza Minneapolis</b>	<b>1,196.00</b>		
<u>Real Time Translations, Inc.</u>					
Real Time Translations, Inc.	Crime Control & Investigation	Monthly Access Fees-March 2018	17.00	136550	03/21/2018
		<b>Total for Real Time Translations, Inc.</b>	<b>17.00</b>		
<u>Ricard</u>					
Ricard	Non-departmental	Refund Check	2.50	136274	03/05/2018
Ricard	Non-departmental	Refund Check	6.62	136274	03/05/2018
Ricard	Non-departmental	Refund Check	1.67	136274	03/05/2018

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



From: 02/28/2018

To: 03/27/2018

<u>Vendor</u>	<u>Department</u>	<u>Description</u>	<u>Amount</u>	<u>Check Number</u>	<u>Check Date</u>
Ricard	Non-departmental	Refund Check	0.83	136274	03/05/2018
Ricard	Non-departmental	Refund Check	0.09	136274	03/05/2018
		<b>Total for Ricard</b>	<b>11.71</b>		
<b><u>Richards Auto Repair</u></b>					
Richards Auto Repair	Crime Control & Investigation	Tow CFS FMP18-1458 Plate# MN 439HPE	95.00	136369	03/09/2018
Richards Auto Repair	Crime Control & Investigation	Tow CFS # 1244 Plate # MN 411ELP	95.00	136369	03/09/2018
Richards Auto Repair	Crime Control & Investigation	Tow from Prairie & Cardinal by School Blue Chev Pickup CFS#9	95.00	136369	03/09/2018
		<b>Total for Richards Auto Repair</b>	<b>285.00</b>		
<b><u>River Bend Business Prod.</u></b>					
River Bend Business Prod.	City Manager	Office Supplies	7.27	136264	02/28/2018
River Bend Business Prod.	Planning & Zoning	Office Supplies	7.27	136264	02/28/2018
River Bend Business Prod.	Police Administration	Office Supplies	257.69	136551	03/21/2018
River Bend Business Prod.	Crime Control & Investigation	Office Supplies	72.14	136344	03/09/2018
River Bend Business Prod.	Building Inspection	Office Supplies	7.28	136264	02/28/2018
River Bend Business Prod.	Engineering	Office Supplies	7.27	136264	02/28/2018
River Bend Business Prod.	Economic Development	Office Supplies	7.27	136264	02/28/2018
River Bend Business Prod.	Liquor Store	Office Supplies-Liquor Store	157.93	136300	03/07/2018
		<b>Total for River Bend Business Prod.</b>	<b>524.12</b>		
<b><u>Rogge</u></b>					
Rogge	Burton Lane	Cleaning of 531 Burton Lane	125.00	136345	03/09/2018
		<b>Total for Rogge</b>	<b>125.00</b>		
<b><u>Sanow, Chad</u></b>					
Sanow, Chad	Crime Control & Investigation	Safety Glasses Reimbursement	80.69	0	03/15/2018
		<b>Total for Sanow, Chad</b>	<b>80.69</b>		
<b><u>Schaefer</u></b>					
Schaefer	Parks	Safety Glasses	304.00	136265	02/28/2018
		<b>Total for Schaefer</b>	<b>304.00</b>		
<b><u>Scott, Brandon</u></b>					
Scott, Brandon	Fire Fighting	Mileage to Lake Crystal for SCUBA Pool Training 2/24/18	50.14	136552	03/21/2018
		<b>Total for Scott, Brandon</b>	<b>50.14</b>		
<b><u>Select Account</u></b>					
Select Account	Health Insurance	March 2018 Participant Fees	115.05	1899	03/15/2018
		<b>Total for Select Account</b>	<b>115.05</b>		
<b><u>Skid Pro Attachments Inc.</u></b>					
Skid Pro Attachments Inc.	Ice & Snow Removal	Repair parts for snow blower	404.26	136458	03/15/2018
		<b>Total for Skid Pro Attachments Inc.</b>	<b>404.26</b>		
<b><u>Snow Wheel Systems Inc.</u></b>					
Snow Wheel Systems Inc.	Ice & Snow Removal	Swivel Outer Tube-Ice & Snow	161.00	136459	03/15/2018
Snow Wheel Systems Inc.	Airport	Snow Wheel Tires (2)	249.58	136266	02/28/2018
		<b>Total for Snow Wheel Systems Inc.</b>	<b>410.58</b>		
<b><u>Southern Glazer's of MN</u></b>					
Southern Glazer's of MN	Liquor - Mdse for Resale	Wine	148.00	136514	03/21/2018
Southern Glazer's of MN	Liquor - Mdse for Resale	Freight	3.00	136514	03/21/2018

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

From: 02/28/2018

To: 03/27/2018



<u>Vendor</u>	<u>Department</u>	<u>Description</u>	<u>Amount</u>	<u>Check Number</u>	<u>Check Date</u>
Southern Glazer's of MN	Liquor - Mdse for Resale	Wine	224.00	136514	03/21/2018
Southern Glazer's of MN	Liquor - Mdse for Resale	Freight	6.20	136514	03/21/2018
Southern Glazer's of MN	Liquor - Mdse for Resale	Liquor	4,725.00	136514	03/21/2018
Southern Glazer's of MN	Liquor - Mdse for Resale	Freight	77.50	136514	03/21/2018
Southern Glazer's of MN	Liquor - Mdse for Resale	Freight	17.05	136301	03/07/2018
Southern Glazer's of MN	Liquor - Mdse for Resale	Wine	920.00	136301	03/07/2018
Southern Glazer's of MN	Liquor - Mdse for Resale	Wine	528.00	136301	03/07/2018
Southern Glazer's of MN	Liquor - Mdse for Resale	Liquor	3,070.58	136301	03/07/2018
Southern Glazer's of MN	Liquor - Mdse for Resale	Freight	68.46	136301	03/07/2018
Southern Glazer's of MN	Liquor - Mdse for Resale	Liquor	1,367.80	136514	03/21/2018
Southern Glazer's of MN	Liquor - Mdse for Resale	Freight	32.55	136514	03/21/2018
Southern Glazer's of MN	Liquor - Mdse for Resale	Freight	10.85	136301	03/07/2018
Southern Glazer's of MN	Liquor - Mdse for Resale	Liquor	-126.00	136301	03/07/2018
Southern Glazer's of MN	Liquor - Mdse for Resale	Liquor	5,372.01	136301	03/07/2018
Southern Glazer's of MN	Liquor - Mdse for Resale	Freight	84.99	136301	03/07/2018
Southern Glazer's of MN	Liquor - Mdse for Resale	Liquor	-116.91	136514	03/21/2018
Southern Glazer's of MN	Liquor - Mdse for Resale	Liquor	-90.95	136514	03/21/2018
Southern Glazer's of MN	Liquor - Mdse for Resale	Freight	9.30	136514	03/21/2018
Southern Glazer's of MN	Liquor - Mdse for Resale	Freight	1.55	136514	03/21/2018
Southern Glazer's of MN	Liquor - Mdse for Resale	Liquor	2,673.03	136514	03/21/2018
Southern Glazer's of MN	Liquor - Mdse for Resale	Freight	32.55	136514	03/21/2018
		<b>Total for Southern Glazer's of MN</b>	<b>19,038.56</b>		
<b><u>Squeegee Brothers</u></b>					
Squeegee Brothers	General Government Buildings	Outside Window Cleaning 02/19 to 03/18/18 City Hall	80.00	136470	03/16/2018
Squeegee Brothers	General Government Buildings	March 2018 Window Cleaning City Hall	105.00	136370	03/09/2018
Squeegee Brothers	Library	March 2018 Window Cleaning Library	150.00	136370	03/09/2018
Squeegee Brothers	Airport	March 2018 Window Cleaning Airport	90.00	136370	03/09/2018
		<b>Total for Squeegee Brothers</b>	<b>425.00</b>		
<b><u>Streicher's</u></b>					
Streicher's	Crime Control & Investigation	Drug Test Kits	186.93	136371	03/09/2018
Streicher's	Crime Control & Investigation	ARK-Freeze Irritant	435.70	136267	02/28/2018
		<b>Total for Streicher's</b>	<b>622.63</b>		
<b><u>Texas Refinery Corp.</u></b>					
Texas Refinery Corp.	Central Garage	Universal Torque Fluid	1,243.00	136268	02/28/2018
		<b>Total for Texas Refinery Corp.</b>	<b>1,243.00</b>		
<b><u>Thrive Pass</u></b>					
Thrive Pass	Health Insurance	Feb 2018 Select 105 Participant Fees	464.00	1900	03/15/2018
Thrive Pass	Flex Plan	March 2018 Particiapnt Fees Flex Plan	72.00	2694	03/15/2018
		<b>Total for Thrive Pass</b>	<b>536.00</b>		
<b><u>Tietje</u></b>					
Tietje	Focus on Fairmont	Eat, Drink & Be Murdered Adventure Playground	208.64	136346	03/09/2018
		<b>Total for Tietje</b>	<b>208.64</b>		
<b><u>Tietje, James</u></b>					

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

From: 02/28/2018

To: 03/27/2018



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Tietje, James	Crime Control & Investigation	Wood to Replace K-9 Training Box	144.22	0	03/09/2018
Tietje, James	Crime Control & Investigation	K9 School March 5th thru March 9, 2018 Minneapolis, MN	131.41	0	03/15/2018
Tietje, James	Crime Control & Investigation	Agitation Muzzle for K-9 School	140.59	0	03/15/2018
Tietje, James	Crime Control & Investigation	K9 School Minneapolis 03/11 to 03/18	126.16	0	03/21/2018
Tietje, James	Crime Control & Investigation	Dog House & Water Bucket	177.86	0	03/21/2018
		<b>Total for Tietje, James</b>	<b>720.24</b>		
<b><u>Tonder</u></b>					
Tonder	Crime Control & Investigation	Financial Exploitation Conf. 3/6 to 3/7/18 Brooklyn Park, MN	184.15	136460	03/15/2018
Tonder	Crime Control & Investigation	Safety Glasses Reimbursement	156.12	136460	03/15/2018
		<b>Total for Tonder</b>	<b>340.27</b>		
<b><u>Toppers Plus, Inc.</u></b>					
Toppers Plus, Inc.	Ice & Snow Removal	Trip Spring-Hiniker, End Caps	75.50	136461	03/15/2018
		<b>Total for Toppers Plus, Inc.</b>	<b>75.50</b>		
<b><u>Total Comfort Systems</u></b>					
Total Comfort Systems	Poetter's Circle	Install New Ignitor 2603 Poetter Circle	135.83	136308	03/07/2018
Total Comfort Systems	SMEC Building	Precision Control Board-SMEC	1,491.00	136308	03/07/2018
Total Comfort Systems	SMEC Building	Diaphragm & Guide, Retrofit Kit & Vacuum Breaker Sleeve-SME	388.11	136308	03/07/2018
		<b>Total for Total Comfort Systems</b>	<b>2,014.94</b>		
<b><u>Tow Distributing</u></b>					
Tow Distributing	Liquor - Mdse for Resale	Beer	20,771.43	136515	03/21/2018
Tow Distributing	Liquor - Mdse for Resale	Beer	22,331.06	136302	03/07/2018
Tow Distributing	Liquor - Mdse for Resale	Pop/Mix	28.75	136302	03/07/2018
		<b>Total for Tow Distributing</b>	<b>43,131.24</b>		
<b><u>Treasurer, State Of Mn</u></b>					
Treasurer, State Of Mn	Public Safety Charges	Forfeiture Funds from FMP17-322	58.50	136462	03/15/2018
		<b>Total for Treasurer, State Of Mn</b>	<b>58.50</b>		
<b><u>United Communications Corp.</u></b>					
United Communications Corp.	Fire Fighting	Pager Repair-Fire Dept	286.85	136553	03/21/2018
		<b>Total for United Communications Corp.</b>	<b>286.85</b>		
<b><u>Verizon Wireless</u></b>					
Verizon Wireless	Director of Finance	Cell Phones 01/21 to 2/20/18	59.76	136372	03/09/2018
Verizon Wireless	Crime Control & Investigation	Cell Phones 01/21 to 2/20/18	1,022.70	136372	03/09/2018
Verizon Wireless	Building Inspection	Cell Phones 01/21 to 2/20/18	104.49	136372	03/09/2018
Verizon Wireless	Paved Streets	Cell Phones 01/21 to 2/20/18	61.58	136372	03/09/2018
Verizon Wireless	Engineering	Cell Phones 01/21 to 2/20/18	92.60	136372	03/09/2018
Verizon Wireless	Aquatic Park	Cell Phones 01/21 to 2/20/18	51.58	136372	03/09/2018
Verizon Wireless	Parks	Cell Phones 01/21 to 2/20/18	75.85	136372	03/09/2018
Verizon Wireless	Airport	Cell Phones 01/21 to 2/20/18	51.58	136372	03/09/2018
Verizon Wireless	Data Processing	Backup Router 01/24 to 2/23/18	10.02	136372	03/09/2018
		<b>Total for Verizon Wireless</b>	<b>1,530.16</b>		
<b><u>VFW Post 1222</u></b>					
VFW Post 1222	Fire Fighting	Flag Pole & Flag	1,950.00	136554	03/21/2018
		<b>Total for VFW Post 1222</b>	<b>1,950.00</b>		

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**Check Approval List - City Council**

From: 02/28/2018

To: 03/27/2018



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<b><u>Vinocopia, Inc</u></b>					
Vinocopia, Inc	Liquor - Mdse for Resale	Wine	542.72	136516	03/21/2018
Vinocopia, Inc	Liquor - Mdse for Resale	Freight	19.50	136516	03/21/2018
Vinocopia, Inc	Liquor - Mdse for Resale	Liquor	744.91	136516	03/21/2018
	<b>Total for</b>	<b>Vinocopia, Inc</b>	<b>1,307.13</b>		
<b><u>Voss Cleaning Services, Inc.</u></b>					
Voss Cleaning Services, Inc.	General Government Buildings	Feb 2018 Cleaning City Hall	690.00	136373	03/09/2018
Voss Cleaning Services, Inc.	Fire Fighting	Feb 2018 Cleaning Fire Hall	369.00	136373	03/09/2018
Voss Cleaning Services, Inc.	Paved Streets	Feb 2018 Rug Service Street Dept	39.00	136373	03/09/2018
Voss Cleaning Services, Inc.	Parks	Feb 2018 Rug Service Park Dept	39.00	136373	03/09/2018
Voss Cleaning Services, Inc.	Incubator Building	Feb 2018 Cleaning & Rug Service Incubator Bldg	100.00	136373	03/09/2018
Voss Cleaning Services, Inc.	Airport	Feb 2018 Cleaning & Rug Service Airport	267.00	136373	03/09/2018
	<b>Total for</b>	<b>Voss Cleaning Services, Inc.</b>	<b>1,504.00</b>		
<b><u>Waste Management Of So MN</u></b>					
Waste Management Of So MN	Incubator Building	Feb 2018 Refuse Removal	316.22	136347	03/09/2018
	<b>Total for</b>	<b>Waste Management Of So MN</b>	<b>316.22</b>		
<b><u>Wastequip</u></b>					
Wastequip	Parks	Garbage Dumpster Lids	51.69	136555	03/21/2018
	<b>Total for</b>	<b>Wastequip</b>	<b>51.69</b>		
<b><u>Waterville Food &amp; Ice, Inc.</u></b>					
Waterville Food & Ice, Inc.	Liquor - Mdse for Resale	Ice	40.60	136303	03/07/2018
Waterville Food & Ice, Inc.	Liquor - Mdse for Resale	Ice	41.50	136303	03/07/2018
	<b>Total for</b>	<b>Waterville Food &amp; Ice, Inc.</b>	<b>82.10</b>		
<b><u>Watonwan County Sheriff's Office</u></b>					
Watonwan County Sheriff's Office	Crime Control & Investigation	Reimbursement for Lily's Vehicle-Drug Task Force	227.98	136556	03/21/2018
	<b>Total for</b>	<b>Watonwan County Sheriff's Office</b>	<b>227.98</b>		
<b><u>Western Petroleum Company</u></b>					
Western Petroleum Company	Airport	PH X/C Aviation 20W50 12/1 QT	231.16	136557	03/21/2018
	<b>Total for</b>	<b>Western Petroleum Company</b>	<b>231.16</b>		
<b><u>Whitmore's Painting &amp; More</u></b>					
Whitmore's Painting & More	Library	Paint-Work Room Remodel Library	26.50	136558	03/21/2018
Whitmore's Painting & More	Library	Paint-Work Room Remodel Library	7.50	136558	03/21/2018
Whitmore's Painting & More	Library	Paint-Work Room Remodel Library	7.50	136558	03/21/2018
Whitmore's Painting & More	Library	Paint-Work Room Remodel Library	20.50	136558	03/21/2018
Whitmore's Painting & More	Parks	Paint-Green Park Dept	127.80	136472	03/16/2018
Whitmore's Painting & More	Parks	Paint & Primer	163.80	136348	03/09/2018
Whitmore's Painting & More	Parks	Paint & Liners-Park Dept	133.20	136269	02/28/2018
	<b>Total for</b>	<b>Whitmore's Painting &amp; More</b>	<b>486.80</b>		
<b><u>Wiederhoeft Welding &amp; Machine</u></b>					
Wiederhoeft Welding & Machine	Ice & Snow Removal	3/4 OD 1/2 ID Tube	16.80	136349	03/09/2018
	<b>Total for</b>	<b>Wiederhoeft Welding &amp; Machine</b>	<b>16.80</b>		
<b><u>Wine Merchants</u></b>					
Wine Merchants	Liquor - Mdse for Resale	Wine	1,596.00	136517	03/21/2018

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To: 03/27/2018



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Wine Merchants	Liquor - Mdse for Resale	Freight	43.94	136517	03/21/2018
		<b>Total for Wine Merchants</b>	<b>1,639.94</b>		
<u>Ziegler, Inc.</u>					
Ziegler, Inc.	Ice & Snow Removal	Fender	212.77	136270	02/28/2018
Ziegler, Inc.	Ice & Snow Removal	Freight	25.39	136270	02/28/2018
Ziegler, Inc.	Road & Bridge Equipment	Air Compressor Gaskets	1,589.54	136270	02/28/2018
Ziegler, Inc.	Central Garage	Filters-City Shop	264.33	136559	03/21/2018
Ziegler, Inc.	Central Garage	Shop Supplies	264.33	136350	03/09/2018
		<b>Total for Ziegler, Inc.</b>	<b>2,356.36</b>		
			<b>554,476.30</b>		

## REGULAR MEETING MINUTES City Hall – 2<sup>nd</sup> Floor Conference Room February 12, 2018 at 4:30 pm

**Members Present:** Rich Johnson, Bruce Peters, Tom Hawkins, Bill Crawford, Amy Long and Wendy Voss  
**Members Absent:** Andy Noll  
**Others Present:** Judy Bryan, Fairmont Sentinel; Rod Halverson, KFMC/KSUM; Stephanie Busiahn, Visit Fairmont; and Linsey Preuss, Economic Development Coordinator

### 1.0 Opening -

#### 1.1 Welcome/Call to Order

Vice Chairman Crawford called the meeting to order at 4:34 p.m.

#### 1.2 Approval of Agenda

Preuss requested an addition to the agenda of 3.4 New Industrial Property.  
Hawkins made the motion to approve the agenda with the requested addition. The motion was seconded by Peters and carried unanimously.

### 2.0 'Business Oversight/Responsibilities'

#### 2.1 Consent Agenda

Peters made the motion to approve the consent agenda including the minutes of January 8, 2018; the Treasurer's Report; and the Monthly Staff Report for January 2018. The motion was seconded by Johnson and carried unanimously.

#### 2.2 Actions Taken or Related to Progress/Status Reports

##### 2.2.1 Childcare Conversation

Preuss stated that she intends to keep this issue on the agenda as long as necessary and reports that the committee has met and is looking at options.

##### 2.2.2 Golden Shovel Quarterly Analytics Report

The report was included in the packet and was reviewed.

### 3.0 Strategic Conversations (& "Education" when appropriate)

#### 3.1 Visit Fairmont Presentation regarding Visitor's Profile :

Stephanie Busiahn from Visit Fairmont presented information regarding a Visitor's Profile which is a program that surveys those coming to our lodging facilities,



restaurants, and gas stations to ask them questions about their stop in Fairmont including why they here, which can be used in an effort to create a more specific marketing strategy. Busiahn asked the board for their support in the amount of \$5,000 towards the \$25,000 project. **The board tabled this decision to the March 12, 2018 Meeting.**

**For the sake of time, the board reviewed item 3.4 before 3.2 and 3.3.**

**3.4 New Industrial Property**

Preuss informed the board of a grant for the infrastructure but the applying entity must be the owner of the infrastructure, which is the City of Fairmont. Preuss asked for a recommendation of support to be given to the City Council. **Voss made the motion to recommend support of the City of Fairmont's Greater MN Business Development Public Infrastructure Grant Program for the project of extension of sanitary sewer and water main on CSAH 39 to the new industrial property site to the Fairmont City Council. The motion was seconded by Johnson and carried unanimously.**

**3.2 Facebook Marketing**

The board agreed that FEDA and the City of Fairmont will share a Facebook page.

**3.3 Iowa Marketing Discussed in January**

Preuss recommended holding off on new marketing strategies until we receive more information regarding our website analytics. The board agreed.

**4.0 Meeting Wrap-Up**

**4.1 Review Actions to be Taken**

1. Attend City Council to present grant and request resolution for grant application
2. Include Visit Fairmont request on the next agenda

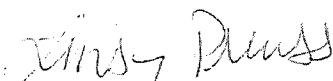
**4.2 Meeting Evaluation – Rating of 1-5**

Rich Johnson – 4  
Tom Hawkins – 5  
Wendy Voss – 4  
Bruce Peters – 4  
Bill Crawford – 5  
Amy Long - 5

**Adjourn – Next Regular Meeting: March 12, 2018**

**With no further business to come before the board, Vice Chairman Crawford adjourned the meeting at 5:20.**

Respectfully submitted:

  
Linsey Preuss

Economic Development Coordinator

## MINUTES OF THE FAIRMONT BOARD OF ZONING APPEALS

### Regular Meeting

March 6, 2018

4:30 p.m. City Hall Council Chambers

**Members present:** Ken Harris, Kent Unke, Mark Wescott, Ralph McMillan, Ron Davison, Rich Wolf. Also present was Council liaison Bruce Peters

**Members absent:** None.

**Others present:** City Administrator Mike Humpal and Planner/Code Enforcement Technician Megan Boeck.

Chairman Ken Harris called the meeting to order at 4:30.

**Agenda Approval:** Motion by McMillan and second by Unke to approve the agenda as presented. Motion carried.

**Minutes:** Motion by McMillan and second by Wescott to approve the October 10, 2017 meeting minutes as presented. Motion carried.

### **Public Hearing – Item 2018-01 Variance Request from Fairmont Hispanic Church, 1503 N State Street:**

Chairman Harris opened the hearing to the public. Boeck stated that the applicant is requesting a variance to the rear yard setback requirements to allow for a building expansion. Boeck also stated that Article III Zoning District Requirements states that a rear yard depth of not less than 25% is required and that in the case of 1503 N State Street the rear yard setback should be 26.3 feet. In addition, Boeck stated that the applicant is requesting a 23.3 rear yard setback from the NW corner of the building and a 17.5 feet rear yard setback from the SW corner of the building. Lastly, Boeck stated that the applicant also owns the lot abutting the rear yard and that no verbal or written comments were received prior to the meeting.

The Board discussed the size and location of the proposed building expansion.

After hearing no further comments from the public motion by Davison and second by Unke to close the meeting to the public.

Motion by McMillan and second by Unke to approve item 2018-01 rear yard setback. Motion carried.

**Old Business:** None.

**New Business:** None.

**Adjournment:** Motion by McMillan and second by Wolf to adjourn the meeting at 4:45 pm.  
Motion carried.

Respectfully submitted,

Megan Boeck  
Planner/Code Enforcement Technician