

FAIRMONT CITY COUNCIL AGENDA

Monday, January 8, 2024, 5:30 p.m.

- 1. Roll Call/Determination of Quorum**
- 2. Pledge of Allegiance**
- 3. Approval of Agenda**
- 4. Recognition/Presentations**
- 5. Public Discussion/Comment** (Individual comments are limited to 3 minutes) **(03)**
- 6. Consent Agenda** (Items removed from consent will be placed at the end of the items under new business)
 - A. Minutes**
 - 6.A.1** Special Meeting, December 11, 2023 **(04)**
 - 6.A.2** Regular Meeting, December 11, 2023 **(06)**
 - B. Check Registers**
 - 6.B.1** Accounts Payable, December 2023 **(10)**
 - C. Other**
 - 6.C.1** 2024 Fairmont Fire Fighters' Officer Election **(11)**
 - 6.C.2** Event Permit-Fairmont Lakes Foundation, Inc., Ice Fishing Tournament, January 27, 2024 **(12)**
 - 6.C.3** Event Permit-Martin County Pheasants Forever, Youth Ice Fishing Tournament, February 17, 2024 **(15)**
- 7. Public Hearings**
- 8. Old Business**
- 9. New Business**
 - 9.1** Consideration of Adopting Official Designations **(18)**

9.2	Consideration of Approving 2024 Improvement Program Engineering Report	(20)
9.3	Consideration of Approving Contract with Bolton & Menk, LLC for Engineering Services	(24)
9.4	Consideration of Approving Krause Anderson Contract Amendment	(41)
9.5	Consideration of Approving Airport Pavement Maintenance Project Grant Request Package	(45)
9.6	Consideration of Approving CA Appointment of Betsy Steuber to the position of City Clerk upon the retirement of the current City Clerk	(82)
9.7	Consideration of Adopting Updated Demolition Policy	(84)
9.8	Consideration of Approving the Earned Sick and Safe Time Policy	(87)
10.	Council Discussion	
11.	Staff/Liaison Reports	
A.	Public Works	
B.	Finance	
C.	City Administrator	
D.	Mayor/Council	
	Kawecki – Library	
	Lubenow - HRA	
	Maynard – Airport, FEDA	
	Miller – CER, FEDA	
	Baarts	
12.	Adjournment	



STAFF MEMO

Prepared by: Patricia J. Monsen, CMC City Clerk	Meeting Date: 01/08/2024	<input type="checkbox"/> Consent Agenda Item <input checked="" type="checkbox"/> Regular Agenda Item <input type="checkbox"/> Public Hearing	Agenda Item # 5
Reviewed by: Interim Administrator	Item: Public Discussion/Comment		
Presented by:	Action Requested:		
Vote Required: <input type="checkbox"/> Simple Majority <input type="checkbox"/> Two Thirds Vote <input type="checkbox"/> Roll Call	Staff Recommended Action: Board/Commission/Committee Recommendation:		

PREVIOUS COUNCIL ACTION

REFERENCE AND BACKGROUND Prior to regular business, is there any public discussion/comment?

BUDGET IMPACT

SUPPORTING DATA/ATTACHMENTS



STAFF MEMO

Prepared by: Patricia J. Monsen, CMC City Clerk	Meeting Date: 01/08/2024	<input checked="" type="checkbox"/> Consent Agenda Item <input type="checkbox"/> Regular Agenda Item <input type="checkbox"/> Public Hearing	Agenda Item # 6.A.1
Reviewed by: Jeff O'Neill, Interim Administrator	Item: Council Minutes from Special Meeting on December 11, 2023		
Presented by: Patricia J. Monsen, CMC City Clerk	Action Requested: Motion to approve the Special City Council Meeting Minutes from December 11, 2023		
Vote Required: <input checked="" type="checkbox"/> Simple Majority <input type="checkbox"/> Two Thirds Vote <input type="checkbox"/> Roll Call	Staff Recommended Action: Approval Board/Commission/Committee Recommendation:		

PREVIOUS COUNCIL ACTION

REFERENCE AND BACKGROUND

BUDGET IMPACT

SUPPORTING DATA/ATTACHMENTS

City Council Meeting Minutes Special Meeting, December 11, 2023

The minutes of the Special Fairmont City Council meeting held on Monday, December 11, 2023, in the city hall second floor conference room.

Mayor Lee Baarts called the meeting to order at 4:00 p.m.

Council Members Wayne Hasek, Britney Kawecki, Randy Lubenow, Jay Maynard and Michele Miller were present. Also in attendance: Interim City Administrator Jeff O'Neill, Finance Director Paul Hoye, Director of Public Works/Utilities Matthew York, City Clerk Patricia J. Monsen, and Attorneys James Thomson and Michelle Weinberg.

Council Member Maynard made a motion to approve the agenda as presented. Council Member Lubenow seconded the motion and the motion carried.

Council Member Maynard made a motion to go into closed session, pursuant to Minnesota Statute 13D.05, Subdivision 3(b). Council Member Kawecki seconded the motion and the motion carried. The Council went into closed session at 4:06 p.m.

The Council came out of closed session at 4:46 p.m.

A motion was made by Council Member Maynard, seconded by Council Member Kawecki and carried to adjourn the meeting at 4:47 p.m.

Lee C. Baarts, Mayor

ATTEST:

Patricia J. Monsen, City Clerk



STAFF MEMO

Prepared by: Patricia J. Monsen, CMC City Clerk	Meeting Date: 01/08/2024	<input checked="" type="checkbox"/> Consent Agenda Item <input type="checkbox"/> Regular Agenda Item <input type="checkbox"/> Public Hearing	Agenda Item # 6.A.2
Reviewed by: Jeff O'Neill, Interim Administrator	Item: Council Minutes from Regular Meeting on December 11, 2023		
Presented by: Patricia J. Monsen, CMC City Clerk	Action Requested: Motion to approve the City Council Meeting Minutes from December 11, 2023		
Vote Required: <input checked="" type="checkbox"/> Simple Majority <input type="checkbox"/> Two Thirds Vote <input type="checkbox"/> Roll Call	Staff Recommended Action: Approval Board/Commission/Committee Recommendation:		

PREVIOUS COUNCIL ACTION

REFERENCE AND BACKGROUND

BUDGET IMPACT

SUPPORTING DATA/ATTACHMENTS

City Council Meeting Minutes Regular Meeting, December 11, 2023

The minutes of the Fairmont City Council meeting held on Monday, December 11, 2023, at the City Hall Council Chambers.

Mayor Lee Baarts called the meeting to order at 6:00 p.m.

Council Members Wayne Hasek, Britney Kaweck, Randy Lubenow, Jay Maynard and Michele Miller were present. Also in attendance: Interim City Administrator Jeff O'Neill, Finance Director Paul Hoye, Director of Public Works/Utilities Matthew York, City Clerk Patricia J. Monsen, Assistant Finance Director Julie Zarling, Economic Development Coordinator Ned Koppen, Police Chief Mike Hunter, and City Attorney Cara Brown.

Council Member Hasek made a motion to approve the agenda as presented. Council Member Maynard seconded the motion and the motion carried.

Mayor Baarts recognized the following employees for their years of service: Charles Abel, Electric Department – 25 years; Thomas Hilpipe, Fire Department – 15 years; Christopher Toomer, Fire Department – 15 years; and Reed Wokasch, Fire Department – 10 years.

Economic Development Coordinator Ned Koppen gave a Fairmont Economic Development Authority (FEDA) update.

During Open Discussion, Roy Boucher talked about the Gomsurd Park Channel project and the plans to have a pollinator garden behind his house, west of the channel. Mr. Boucher would like the city to reconsider this landscaping plan.

Council Member Maynard made a motion to approve the consent agenda. Council Member Hasek seconded the motion and the motion carried. Items on the consent agenda were: Minutes from the November 27, 2023 City Council meeting; 2024 Miscellaneous License Renewals; On Sale and Sunday Liquor License for Hauschild Holdings, LLC and Declaring Excess Equipment from the Wastewater and Fire Department for sale or disposal.

Finance Director Paul Hoye presented the 2024 tax levy and budget. There was no comment from the public.

Council Member Maynard made a motion to approve **Resolution 2023-41**, adopting the 2024 property tax levy and ordering its certification to the Martin County Auditor. Council Member Hasek seconded the motion. On roll call: Council Members Hasek, Lubenow, Maynard and Miller all voted aye. Council Member Kaweck voted nay. Mayor Baarts declared said motion passed.

Council Member Maynard made a motion to approve **Resolution 2023-42**, adopting the 2024 budget. Council Member Miller seconded the motion. On roll call: Council Members Maynard, Miller and Hasek voted aye. Council Members Kaweck and Lubenow voted nay. Mayor Baarts declared said motion passed.

Council Member Maynard made a motion to approve **Resolution 2023-43**, amending **Resolution 2022-45** of the City of Fairmont relating to the softened water rates. Council Member Miller seconded the motion and the motion carried.

Council Member Maynard made a motion to approve **Resolution 2023-44**, amending **Resolution 2022-46** of the City of Fairmont relating to Public Utility Wastewater Rates. Council Member Hasek seconded the motion and the motion carried.

Council Member Maynard made a motion to approve **Resolution 2023-45**, amending **Ordinance 2015-01** of the City of Fairmont relating to the electric service rates. Council Member Miller seconded the motion and the motion carried.

Council Member Hasek made a motion to approve **Resolution 2023-46**, accepting donations to the City. Council Member Miller seconded the motion. On roll call: Council Members Lubenow, Maynard, Miller, Hasek and Kawecki all voted aye. No one voted nay. Mayor Baarts declared said motion passed.

Council Member Maynard made a motion to approve demolition assistance at 50% of the actual cost up to \$10,000 for James Johnson for property owned by him at 414 Winnebago Avenue. Council Member Miller seconded the motion and the motion carried.

Council Member Maynard made a motion to approve the temporary easement with FCIC, LLC to allow access to the Gomsrud Channel to make repairs to the gabion walls. Council Member Miller seconded the motion and the motion carried.

O'Neill gave an update on all the projects he has been working on.

Council Member Hasek reported that the Board of Zoning Appeals heard variance requests from 419 Webster Street and 501 Canyon Drive. Both variances were granted.

Council Member Lubenow reported that the HRA is looking at having a tour of Lakeview Methodist Home as a possible investment for affordable housing.

Council Member Kawecki stated that she attended the first One Watershed One Plan meeting. The Blue Earth Watershed District is the last in the state to be done. The group of people working on this project are very experienced and knowledgeable and have completed four of these projects. She stated that Fairmont will have a good chance of getting resources, as we have so much water within our corporate limits.

Mayor Baarts gave an update on events happening in the city for the next couple of weeks. He also reminded citizens that they can report potholes and any other concerns on the city's website. City Hall will be closed on December 25th and 26th. He wished everyone a Merry Christmas and a Happy New Year. The next city council meeting will be January 8, 2024. Mayor Baarts encouraged citizens to get involved and apply for a Board or Commission seat. He thanked the citizens for his first twelve months as Mayor, stating that he has learned a lot. The League of Minnesota Cities had a contest for fourth

graders, “What would you do if you were Mayor for a day”. He sent this to the fourth grade teachers in Fairmont and he received copies of the letters, which were fun to read.

A motion was made by Council Member Maynard, seconded by Council Member Hasek and carried to adjourn the meeting at 7:34 p.m.

Lee C. Baarts, Mayor

ATTEST:

Patricia J. Monsen, City Clerk



STAFF MEMO

Prepared by: Paul Hoyer, Finance Director	Meeting Date: 01/08/2024	<input checked="" type="checkbox"/> Consent Agenda Item <input type="checkbox"/> Regular Agenda Item <input type="checkbox"/> Public Hearing	Agenda Item # 6.B.1
Reviewed by: Jeff O'Neill, Interim Administrator	Item: Accounts Payable December 2023		
Presented by: Paul Hoyer, Finance Director	Action Requested: Motion to approve the December 2023 accounts payable		
Vote Required: <input checked="" type="checkbox"/> Simple Majority <input type="checkbox"/> Two Thirds Vote <input type="checkbox"/> Roll Call	Staff Recommended Action: Approval Board/Commission/Committee Recommendation:		

PREVIOUS COUNCIL ACTION

REFERENCE AND BACKGROUND

BUDGET IMPACT

SUPPORTING DATA/ATTACHMENTS

The December 2023 bills are attached at the end of the agenda.



STAFF MEMO

Prepared by: Patricia J. Monsen, CMC City Clerk	Meeting Date: 01/08/2024	<input checked="" type="checkbox"/> Consent Agenda Item <input type="checkbox"/> Regular Agenda Item <input type="checkbox"/> Public Hearing	Agenda Item # 6.C.1
Reviewed by: Jeff O'Neill, Interim Administrator	Item: 2024 Fairmont Fire Fighters' Officer Election		
Presented by: Jeff O'Neill, Interim Administrator	Action Requested: Motion to approve the officer election of the Fairmont Fire Department for 2024		
Vote Required: <input checked="" type="checkbox"/> Simple Majority <input type="checkbox"/> Two Thirds Vote <input type="checkbox"/> Roll Call	Staff Recommended Action: Approval Board/Commission/Committee Recommendation:		

PREVIOUS COUNCIL ACTION

REFERENCE AND BACKGROUND

The Fairmont Fire Department held their annual elections on December 13, 2023. The Council must approve the election results from them to be final.

Chief: Bryan Kastning
Assistant Chief: Colby Whitmore
Captain: Rob Iverson
1st Lieutenant: Matt Streit
2nd Lieutenant: Sam Cress
Secretary: Dan Stensland

BUDGET IMPACT

N/A

SUPPORTING DATA/ATTACHMENTS



STAFF MEMO

Prepared by: Patricia J. Monsen, CMC City Clerk	Meeting Date: 01/08/2024	<input checked="" type="checkbox"/> Consent Agenda Item <input type="checkbox"/> Regular Agenda Item <input type="checkbox"/> Public Hearing	Agenda Item # 6.C.2
Reviewed by: Jeff O'Neill, Interim Administrator	Item: Event Permit-Fairmont Lakes Foundation, Inc., Ice Fishing Tournament, January 27, 2024		
Presented by: Patricia J. Monsen, CMC City Clerk	Action Requested: Motion to approve the Event Permit for Fairmont Lakes Foundation, Inc. to hold an Ice Fishing Tournament on January 27, 2024		
Vote Required: <input checked="" type="checkbox"/> Simple Majority <input type="checkbox"/> Two Thirds Vote <input type="checkbox"/> Roll Call	Staff Recommended Action: Approval Board/Commission/Committee Recommendation:		

PREVIOUS COUNCIL ACTION

REFERENCE AND BACKGROUND

The Fairmont Lakes Foundation, Inc. has made an application for an Event Permit to hold an Ice Fishing Tournament on January 27, 2024. The Gomsrud Park Shelter House will be used as the central location for the tournament.

BUDGET IMPACT

N/A

SUPPORTING DATA/ATTACHMENTS

Event Permit



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: 12-7-23

Permit Fee: \$15.00

Event: FAIRMONT LAKES FOUNDATION INC. Ice fishing Tournament

Sponsoring entity: FLF INC

Address: P.O. Box 523 FAIRMONT MN 56031

Maximum estimated number of persons expected to attend at any one time: 150

Event coordinator(s): Jim Utermack

Contact Info:

507-236-3942

Phone #

juter-mack@gmail.com

E-mail

Primary contacts (during event):

Name: Jim Utermack

Name

Cell#: 507-236-3942

Cell#

E-mail:

E-mail:

Event Start:	Day/Date	<u>Saturday January 27th 2024</u>	Time:	<u>9:00 AM</u>
Event End:	Day/Date	<u>Saturday January 27th 2024</u>	Time:	<u>1:00 pm</u>
Setup:	Day/Date	<u>Saturday Jan 27th 2024</u>	Start time:	<u>7:00am</u>
Teardown:	Day/Date	<u>Saturday Jan 27th 2024</u>	Start time:	<u>1:00pm</u>
			End Time:	<u>1:00pm</u>

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

Our 8th Annual Ice fishing Tournament

Ice fishing is the only activity

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.

Consrud Shelter house - EAST END IT IS THE
MOST CENTRAL LOCATION -

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 [Signature] Title BOARD of FLF INC. Date 12-7-23

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: <u>12/13/23</u>	Received by: <u>[Signature]</u>	
Requires Council Approval	<input checked="" type="checkbox"/> Yes; ____ No	Council Meeting Date: <u>01/08/24</u>	Action:
City Administrator Approval	Yes	No	Date

Permit distribution:

- ____ City
____ Applicant
____ Police
____ Parks/Streets
____ Other



STAFF MEMO

Prepared by: Patricia J. Monsen, CMC City Clerk	Meeting Date: 01/08/2024	<input checked="" type="checkbox"/> Consent Agenda Item <input type="checkbox"/> Regular Agenda Item <input type="checkbox"/> Public Hearing	Agenda Item # 6.C.3
Reviewed by: Jeff O'Neill, Interim Administrator	Item: Event Permit-Martin County Pheasants Forever, Youth Ice Fishing Tournament, February 17, 2024		
Presented by: Patricia J. Monsen, CMC City Clerk	Action Requested: Motion to approve the Event Permit for Martin County Pheasants Forever to hold a Youth Ice Fishing Tournament on February 17, 2024		
Vote Required: <input checked="" type="checkbox"/> Simple Majority <input type="checkbox"/> Two Thirds Vote <input type="checkbox"/> Roll Call	Staff Recommended Action: Approval Board/Commission/Committee Recommendation:		

PREVIOUS COUNCIL ACTION

REFERENCE AND BACKGROUND

The Martin County Pheasants Forever has made an application for an Event Permit to hold a Youth Ice Fishing Tournament on February 17, 2024. The Gomsrud Park Shelter House will be used as the central location for the tournament.

BUDGET IMPACT

N/A

SUPPORTING DATA/ATTACHMENTS

Event Permit



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: 2/17/24

Permit Fee: \$15.00

Event: YOUTH ICE FISHING TOURNAMENT

Sponsoring entity: MARTIN COUNTY PHEASANTS FOREVER

Address: 1330 S STATE ST. FAIRMONT MN 56001

Maximum estimated number of persons expected to attend at any one time: 200-250

Event coordinator(s): JON BENNY LICK STEVENS JOE KALLEMEYN
Contact Info: 507-236-7817 Phone # 507-848-106 507-848-0266
jben@jonathanbenny454@gmail.com E-mail lick.stevens.pfe@gmail.com jlkallemeyn@gmail.com

Primary contacts (during event): 507-236-7817 Name JOE KALLEMEYN
Cell#: 507-236-7817 Cell# 507-848-0266
E-mail: jonathanbenny454@gmail.com E-mail: jlkallemeyn@gmail.com

Event Start:	Day/Date	<u>2/17/24</u>	Time:	<u>7:00A</u>
Event End:	Day/Date	<u>2/17/24</u>	Time:	<u>1:00P</u>
Setup:	Day/Date	<u>2/16/24</u>	Start time:	<u>3:00P</u>
Teardown:	Day/Date	<u>2/17/24</u>	Start time:	<u>1:00P</u>
			End Time:	<u>8:00P</u>
			End Time:	<u>3:00P</u>

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

FREE YOUTH ICE FISHING TOURNAMENT. SEE ATTACHED
EVENT FLYER FOR ALL INFO.

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.

COONSAND PARK SHELTER HOUSE AREA + CITY
LAICES.

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: PA SYSTEM ON PHEASANTS FOREVER TRAILER MAY BE USED TO MAKE ANNOUNCEMENTS
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 [Signature] Title TREASURER Date 12/29/23

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: <u>1/3/24</u>	Received by: <u>[Signature]</u>	
Requires Council Approval	<input checked="" type="checkbox"/> Yes; ____ No	Council Meeting Date: <u>1-8-24</u>	Action:
City Administrator Approval	Yes	No	Date

Permit distribution:

- ____ City
____ Applicant
____ Police
____ Parks/Streets
____ Other



STAFF MEMO

Prepared by: Patricia J. Monsen, CMC City Clerk	Meeting Date: 01/08/2024	<input type="checkbox"/> Consent Agenda Item <input checked="" type="checkbox"/> Regular Agenda Item <input type="checkbox"/> Public Hearing	Agenda Item # 9.1
Reviewed by: Jeff O'Neill, Interim Administrator	Item: Consideration of Adopting Official Designations		
Presented by: Jeff O'Neill, Interim Administrator	Action Requested: Motion to approve Resolution 2024-02, Official Designations of the City of Fairmont		
Vote Required: <input checked="" type="checkbox"/> Simple Majority <input type="checkbox"/> Two Thirds Vote <input type="checkbox"/> Roll Call	Staff Recommended Action: Approval Board/Commission/Committee Recommendation:		

PREVIOUS COUNCIL ACTION

REFERENCE AND BACKGROUND

The City is required to make official designations for Mayor Pro-tem, council secretary, Official newspaper and depository of funds at the first meeting of the year.

The Mayor Pro-tem is designated by the City Charter as the Council Member at Large. Per the Charter, the council secretary may be the City Clerk. The official depository of city funds remains Bank Midwest.

For the official newspaper designation, the City solicited bids from the Photo Press and the Sentinel. Based on the bids received, the Sentinel had the lowest bid and it is recommended that it be designated as the City's official newspaper.

Attached is proposed Resolution 2024-02 to approve the official designations for 2024.

BUDGET IMPACT

N/A

SUPPORTING DATA/ATTACHMENTS

Resolution 2024-02

RESOLUTION NO. 2024-02

STATE OF MINNESOTA)
COUNTY OF MARTIN) SS:
CITY OF FAIRMONT)

BE IT RESOLVED, by the City Council of the City of Fairmont, that the official designations become effective January 1, 2024:

Mayor Pro-tem: Michele Miller, Council Member At Large

Council Secretary: Patricia J. Monsen, City Clerk

Depository of City Funds: Bank Midwest

Newspaper: Sentinel

PASSED, APPROVED AND ADOPTED, this 8th day of January 2024.

Lee C. Baarts, Mayor

ATTEST:

Patricia J. Monsen, City Clerk



STAFF MEMO

Prepared by: Tyler Cowing, Civil Engineer	Meeting Date: 1/8/2024	<input type="checkbox"/> Consent Agenda Item <input checked="" type="checkbox"/> Regular Agenda Item <input type="checkbox"/> Public Hearing	Agenda Item #
Reviewed by: Interim Administrator	Item: Consideration of approving 2024 Improvement Program Engineering Report		
Presented by: Tyler Cowing, Civil Engineer	Action Requested: Motion to approve Resolution 2024-01 ordering the preparation of an engineering report for 2024 street improvements.		
Vote Required: <input checked="" type="checkbox"/> Simple Majority <input type="checkbox"/> Two Thirds Vote <input type="checkbox"/> Roll Call	Staff Recommended Action: Approve Resolution 2024-01 Board/Commission/Committee Recommendation: NA		

PREVIOUS COUNCIL ACTION

NA

REFERENCE AND BACKGROUND

The City Council is required to call for an engineering report for improvements being proposed as part of the 2024 Improvement Program to determine if the improvements are necessary, cost-effective, and feasible following Minnesota Statutes, Chapter 429 for special assessments.

BUDGET IMPACT

NA

SUPPORTING DATA/ATTACHMENTS

1. Engineering Summary
2. Resolution 2024-01



**ENGINEERING SUMMARY REPORT
2024 IMPROVEMENT PROGRAM**

January 2, 2023

Reconstruction Projects

Park Street (Albion Avenue to Budd Street) - This project will consist of reconstructing a 36' wide bituminous street in place of the 1975, 36' wide street. The intersection of Albion Avenue and Park Street will be redesigned to create a perpendicular intersection of the two streets. The intersection will establish better site lines for motorists as they turn onto Albion Avenue. New sewer and water will be installed to replace the existing 1916 utilities. Storm sewer improvements will also be made following the city's storm sewer master plan and MS4 permit. There will be 40 properties that will receive benefit from this project and will be assessed according to the City's policy.

Resurfacing Projects

Woodland Avenue (CSAH 39 to Fairlakes Avenue) - This project will consist of constructing a new bituminous surface at the existing width, upgrading the subgrade and aggregate base levels. There will be 15 properties that will receive benefit from this project and will be assessed according to the City's policy.

Sealcoat Projects

Various locations Streets which have been paved with bituminous in the last 5 years will be included in this year's seal coat improvements. We are also including some streets that have been previously seal coated that still have adequate road base and utilities and will benefit from a new seal coat. The primary reason to seal coat is to protect the pavement from the deteriorating effects of sun and water. When asphalt is exposed to these conditions it begins to oxidize and becomes brittle. A seal coat provides a new surface to combat this deterioration. Seal coats also have other benefits, like improved surface friction and aesthetics; but the main goal is to extend the overall life of the pavement surface.

Estimated Improvement Costs	Length (LF)	Cost/LF	Construction Cost	Engineering /Admin Cost	Total Estimated Cost
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RECONSTRUCTION PROJECTS

Park Street	1282	\$1,466	\$1,592,605.00	\$286,668.90	\$1,879,273.90
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RESURFACE PROJECTS

Woodland Avenue	4010	\$161	\$545,612.50	\$98,210.25	\$643,822.75
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SEALCOAT PROJECTS

	SY	Cost/SY			
Birch Street	1632	\$1.80	\$2,937.60	\$528.77	\$3,466.37
Christina Street	3134	\$1.80	\$5,641.20	\$1,015.42	\$6,656.62
Ida Street	1042	\$1.80	\$1,875.60	\$337.61	\$2,213.21
Knollwood Drive	14266	\$1.80	\$25,678.80	\$4,622.18	\$30,300.98
Lake Avenue	10001	\$1.80	\$18,001.80	\$3,240.32	\$21,242.12
Main Street	261	\$1.80	\$469.80	\$84.56	\$554.36
North Avenue	10637	\$1.80	\$19,146.60	\$3,446.39	\$22,592.99
Southport Drive	2635	\$1.80	\$4,743.00	\$853.74	\$5,596.74
Torgerson Drive	3696	\$1.80	\$6,652.80	\$1,197.50	\$7,850.30
TH 15 Service Road E	8334	\$1.80	\$15,001.20	\$2,700.22	\$17,701.42
Amber Lake Park Parking Lot	1692	\$1.80	\$3,045.60	\$548.21	\$3,593.81
Public Works Building Parking Lot	2990	\$1.80	\$5,382.00	\$968.76	\$6,350.76

Sub-Totals: \$108,576.00 \$19,543.68 \$128,119.68

2024 Street Improvements

Sub-Totals: \$2,246,793.50 \$404,422.83 \$2,651,216.33

RESOLUTION NO. 2024-01

STATE OF MINNESOTA)
COUNTY OF MARTIN) SS:
CITY OF FAIRMONT)

RESOLUTION ORDERING PREPARATION OF REPORT ON IMPROVEMENTS

WHEREAS, the City of Fairmont wishes to investigate the feasibility of making several needed Public Improvements, and;

WHEREAS, it is in the best interest of the City of Fairmont to consider such improvements and to assess benefitted property for all or a portion of the cost of the improvement pursuant to Minnesota Statutes, Chapter 429.

NOW THEREFORE, BE IT RESOLVED, by the City Council of the City of Fairmont that the proposed improvements listed below be referred to the City Engineer's office for study and that he is instructed to report to the Council, with all convenient speed in a preliminary way, as to whether the proposed improvements are necessary, cost-effective, and feasible; and whether they should best be made as proposed or in connection with some other improvement, and the estimated cost of the improvement as recommended.

<u>Project No.</u>	<u>Description</u>
	<u>RECONSTRUCTION</u>
5724001	Park Street: Albion Avenue to Budd Street
	<u>RESURFACE</u>
6724001	Woodland Avenue: County Road 39 to Fairlakes Avenue
	<u>SEAL COAT</u>
7524001	Birch Street: Spruce Street to State Street
7524002	Christina Street: Lucia Avenue to North Avenue
7524002	Ida Street: Anna Street to Christina Street
7524004	Knollwood Drive: Deadend to Knollwood Drive Intersection
7524005	Knollwood Drive: Bay View Street to Lair Road
7524006	Lake Avenue: 4 th Street to Downtown Plaza
7524007	Main Street: Albion Avenue to Lake Avenue

RESOLUTION NO. 2024-01, continued

7524008	North Avenue: 9 th Street to Winnebago Avenue
7524009	Southport Drive: Prairie Avenue to Deadend
7524010	Torgerson Drive: TH 15 to Deadend
7524011	TH 15 Service Road E: 8 th Street to Winnebago Avenue
7524012	Amber Lake Park Parking Lot
7524013	Public Works Building Parking Lot

PASSED, APPROVED AND ADOPTED this 8th day of January 2024.

Lee C. Baarts, Mayor

ATTEST:

Patricia J. Monsen, City Clerk



STAFF MEMO

Prepared by: Matthew York	Meeting Date: 1/8/2024	<input type="checkbox"/> Consent Agenda Item <input checked="" type="checkbox"/> Regular Agenda Item <input type="checkbox"/> Public Hearing	Agenda Item # 9.3
Reviewed by: Interim Administrator	Item: Consideration of approving Contract with Bolton and Menk LLC for Engineering Services and to Act as Interim City Engineer.		
Presented by: Matthew York	Action Requested: Approval of the Master Agreement for Designated City Engineer and Project Task orders with Bolton and Menk		
Vote Required: <input checked="" type="checkbox"/> Simple Majority <input type="checkbox"/> Two Thirds Vote <input type="checkbox"/> Roll Call	Staff Recommended Action: Approval Board/Commission/Committee Recommendation:		

PREVIOUS COUNCIL ACTION

None

REFERENCE AND BACKGROUND

In November of 2022, the City entered into a Professional Services agreement with Bolton and Menk to provide Interim City Engineer services after former City Engineer, Troy Nemmers, left the City. With the hiring of Matthew York in May of 2023, the City Engineer position stayed with Bolton and Menk, due to the fact that Mr. York is not a licensed engineer.

This agreement is two-fold. One, it lays out the costs for City Engineer services. There is a requirement from the State of Minnesota that all municipalities have a City Engineer, whether that be in-house or contractor. The second part of the agreement is a listing of costs that would be utilized as part of any "Task Order" that we would request from Bolton and Menk that is outside the norms of the City Engineer.

Staff has analyzed the agreement and supports its adoption.

BUDGET IMPACT

Included in the 2024 Annual Budget

SUPPORTING DATA/ATTACHMENTS

Agreement with Bolton and Menk

MASTER AGREEMENT FOR DESIGNATED CITY ENGINEER AND PROJECT TASK ORDERS

GENERAL ENGINEERING SERVICES

CITY OF FAIRMONT, MN and BOLTON & MENK, INC.

This Agreement made this 8th day of January, 2024, by and between City of Fairmont, 100 Downtown Plaza, Fairmont, MN 56031, ("CLIENT" or "City"), and BOLTON & MENK, INC., 1501 South State Street, Suite 100, Fairmont, MN 56031, ("CONSULTANT").

WITNESS, whereas the CLIENT requires professional services for: 1) general municipal engineering matters, including designation of a licensed professional engineer for CLIENT'S City Engineer position, and 2) various project specific assignments or tasks; and whereas the CONSULTANT agrees to furnish the necessary professional services required and assigned as needed by the CLIENT.

NOW, THEREFORE, in consideration of the mutual covenants and promises between the parties hereto, it is agreed:

SECTION I - CONSULTANT'S SERVICES

- A. The CONSULTANT agrees to perform the various professional general and project engineering services as hereinafter described.
- B. GENERAL AND DESIGNATED CITY ENGINEER SERVICES
 - 1. The CONSULTANT shall serve in the position as City Engineer under the direction of the Public Works Director and provide the following City Engineer Services:
 - a. The CONSULTANT agrees to assign an experienced licensed professional engineer from its staff to be the designated City Engineer and perform the required services and to provide such other staff as may be appropriate or necessary to complete requested services.
 - b. CONSULTANT and CITY hereby designate and appoint Wesley W. Brown, P.E., as the designated City Engineer.
 - c. The term "City Engineer" as used herein shall refer to the designated City Engineer or the CONSULTANT staff performing requested services under the direct supervision of the designated City Engineer.
 - 2. The City Engineer shall attend City staff meetings as requested and shall assist CLIENT staff on engineering related issues.
 - 3. As requested by CLIENT staff, the City Engineer shall attend City Council meetings, and other meetings.
 - 4. The City Engineer shall advise and provide engineering services to CLIENT staff and Council for general engineering matters in which the City becomes involved.

5. Upon request by CLIENT staff, the City Engineer, or its qualified CONSULTANT staff designee, shall review building and site plans and other documents for conformance with CLIENT engineering standards. CONSULTANT is entitled to rely on accuracy of documents as furnished for review without independent verification or calculation. Such reviews are solely for the information and benefit of the CLIENT as a professional opinion limited to consideration of CLIENT's established review criteria. CONSULTANT's services shall not be construed as verification, approval or acceptance of any third-party design or documents. If additional review, beyond that described herein, is desired by CLIENT, such services will be performed as Additional Services.
6. The City Engineer shall provide professional and technical oversight, but not direct employee supervision, of CLIENT engineering staff relative to the CLIENT'S improvement program, including but not limited to assistance with preparation of improvement reports; review of and assistance with improvement plans and bidding documents; assistance with construction contract administration. CLIENT retains all employer and supervisory responsibilities over its employees affected by this paragraph and will coordinate communications and assigned duties between the CONSULTANT and CLIENT'S employees.
 - a. Nothing in paragraph I.B.6 is intended or should be construed in any manner as creating or establishing an employment or supervisory relationship between the CONSULTANT and CLIENT or any CLIENT employees for which the City Engineer may provide professional and technical oversight. CLIENT waives all claims against CONSULTANT arising from the performance or non-performance of CLIENT employees.
7. The City Engineer shall serve as City's official designated representative for administration of municipal state aid transportation funding and shall be authorized to perform such duties as may be normally required of the designated City Engineer by the office of Minnesota Department of Transportation State Aid. The City Engineer shall coordinate all activities with the Public Works Director and shall not be authorized to expend state aid funds without consultation with and authorization by the Public Works Director or the Public Works Director's staff designee.
8. Other specific assigned duties of City Engineer under this agreement.

C. PROJECT SPECIFIC SERVICES

1. Engineering and other professional services requested for specific project related studies, surveys, design, plan and specification preparation and construction administration may be authorized as "Project Specific Services" by separate Task Order or Addendum for each assignment and in connection with each proposed project (each referred to as "Project" or "project") associated with that Task Order or Addendum. A sample Task Order form is attached at the end of this Agreement.
2. Scope, schedule, and compensation for each Project Specific Services assignment shall be documented by a separate Task Order or Addendum and invoiced under a separate project or task number for each assignment. Upon acceptance of the Task Order or Addendum, the CONSULTANT agrees to perform the required services for the assignment.

3. Project Specific Services shall be compensated in accordance with Section III.A1 and as expressly set forth in the applicable Task Order or Addendum for such Services.

D. ADDITIONAL SERVICES

1. Upon mutual agreement of the parties, Additional Services may also be authorized as described in Paragraph IV.B. Additional Services as outlined in Section I.D and IV.B will vary depending upon project conditions and will be billed on an hourly basis at the Schedule of Fees rates described in Section III.A.2.

SECTION II - THE CLIENT'S RESPONSIBILITIES

- A. The CLIENT shall promptly compensate the CONSULTANT in accordance with Section III of this Agreement.
- B. The CLIENT shall place any and all previously acquired information in its custody at the disposal of the CONSULTANT for its use pursuant to this Agreement. Such information shall include, but is not limited to: boundary surveys, topographic surveys, utility information, preliminary sketch plan layouts, building plans, soil surveys, abstracts, deed descriptions, tile maps and layouts, aerial photos, utility agreements, environmental reviews, and zoning limitations. The CONSULTANT may rely upon the accuracy and sufficiency of all such information in performing services unless otherwise instructed, in writing, by CLIENT.
- C. The CLIENT will guarantee access to and make all provisions for entry upon public portions of the project and reasonable efforts to provide access to private portions and pertinent adjoining properties.
- D. The CLIENT will give prompt notice to the CONSULTANT whenever the CLIENT observes or otherwise becomes aware of any defect in the proposed project.
- E. The CONSULTANT'S services do not include legal, insurance counseling, accounting, independent cost estimating, financial advisory or "municipal advisor" (as described in Section 975 of the Dodd-Frank Wall Street Reform and Consumer Protection Act 2010 and the municipal advisor registration rules issued by the SEC) professional services and the CLIENT shall provide such services as may be required for completion of the project described in this Agreement.
- F. The CLIENT will obtain any and all regulatory permits required for the proper and legal execution of the Project. CONSULTANT will assist CLIENT with permit preparation and documentation to the extent described in the appropriate Task Order.
- G. The CLIENT may hire, at its discretion, when requested by the CONSULTANT, an independent test company to perform laboratory and material testing services, and soil investigation that can be justified for the proper design and construction of the project. The CONSULTANT shall assist the CLIENT in selecting a testing company. Payment for testing services shall be made directly to the testing company by the CLIENT and is not part of this Agreement. If CLIENT elects not to hire an independent test company, CLIENT shall provide CONSULTANT with guidance and direction on completing those aspects of design and construction that require additional testing data.

SECTION III - COMPENSATION FOR SERVICES

A. FEES

1. The CLIENT will compensate the CONSULTANT in accordance with the Schedule of Fees attached hereto. The CLIENT agrees to compensate the CONSULTANT at the rate of \$96.00 per hour for the first 20 hours of general engineering services performed each month.
2. The CLIENT will compensate the CONSULTANT for hours in excess of those noted in item 1 in accordance with the Schedule of Fees attached hereto for the time spent by CONSULTANT's personnel in completion of the Project or Additional Services, unless otherwise explicitly described in the Task Order or Addendum for the specific assignment.
3. The attached Schedule of Fees shall apply for services provided through December 31, 2024. Hourly rates may be adjusted by CONSULTANT on an annual basis thereafter to reflect reasonable changes in its operating costs. Adjusted rates will become effective on January 1st of each subsequent year, upon written acceptance by CLIENT.
4. Rates and charges do not include sales tax. If such taxes are imposed and become applicable after the date of this Agreement CLIENT agrees to pay any applicable sales taxes.
5. The rates in the Schedule of Fees include labor, general business and other normal and customary expenses associated with operating a professional business. Unless otherwise agreed in writing, the above rates include vehicle and personal expenses, mileage, telephone, survey stakes and routine expendable supplies; and no separate charges will be made for these activities and materials.
6. Additional Services as outlined in Section I.D and IV.B will vary depending upon project conditions and will be billed on an hourly basis at the Schedule of Fees rates described in Section III.A.1.
7. Expenses required to complete the agreed scope of services or identified in this paragraph III.A.6 will be invoiced separately, and include, but are not limited to: large quantities of prints; extra report copies; out-sourced graphics and photographic reproductions; document recording fees; special field and traffic control equipment rental; outside professional and technical assistance; geotechnical services; and other items of this general nature required by the CONSULTANT to fulfill the terms of this Agreement. CONSULTANT shall be reimbursed at cost plus an overhead fee (not-to-exceed 10%) for these Direct Expenses incurred in the performance of the work, except as otherwise explicitly described in the Task Order or Addendum for the specific assignment.

B. PAYMENTS AND RECORDS

1. The payment to the CONSULTANT will be made by the CLIENT upon billing at intervals not more often than monthly at the herein rates and terms.
2. If CLIENT fails to make any payment due CONSULTANT for undisputed services and expenses within 45 days after date of the CONSULTANT'S invoice, a service charge of one and one-half

percent (1.5%) per month or the maximum rate permitted by law, whichever is less, will be charged on any unpaid balance.

3. In addition to the service charges described in preceding paragraph, if the CLIENT fails to make payment for undisputed services and expenses within 60 days after the date of the invoice, the CONSULTANT may, upon giving seven days' written notice to CLIENT, suspend services and withhold project deliverables due under this Agreement and/or any Task Order until CONSULTANT has been paid in full for all past due amounts for undisputed services, expenses and charges, without waiving any claim or right against the CLIENT and without incurring liability whatsoever to the CLIENT.
4. Documents Retention. The CONSULTANT will maintain records that reflect all revenues, costs incurred and services provided in the performance of the Agreement. The CONSULTANT will also agree that the CLIENT, State, or their duly authorized representatives may, at any time during normal business hours and as often as reasonably necessary, have access to and the right to examine, audit, excerpt, and transcribe any books, documents, papers, records, etc., and accounting procedures and practices of the CONSULTANT which are relevant to the contract for a period of six years.

SECTION IV - GENERAL

A. STANDARD OF CARE

Professional services provided under this Agreement will be conducted in a manner consistent with that level of care and skill ordinarily exercised by members of the CONSULTANT'S profession currently practicing under similar conditions. No warranty, express or implied, is made.

B. CHANGE IN PROJECT SCOPE

In the event the CLIENT changes or is required to change the scope or duration of the project from that described in this Agreement or any Task Order or Addendum, and such changes require Additional Services by the CONSULTANT, the CONSULTANT shall be entitled to additional compensation at the applicable hourly rates. To the fullest extent practical, the CONSULTANT shall give notice to the CLIENT of any Additional Services, prior to furnishing such Additional Services. The CONSULTANT shall furnish an estimate of additional cost, prior to authorization of the changed scope of work and the change will be memorialized in writing and executed, either as an Addendum to this Agreement or the affected Task Order; or issuance of a new Task Order for the Additional Services.

C. LIMITATION OF LIABILITY

1. Liability of CONSULTANT. CONSULTANT shall indemnify and hold harmless CLIENT from losses, damages, and judgments (including reasonable attorneys' fees and expenses of litigation as set forth below) arising from third-party claims or actions relating to the Project only to the extent caused by the acts, negligence, errors or omissions (whether in the performance of professional services or otherwise) of CONSULTANT or CONSULTANT'S employees, agents, or subconsultants occurring during the scope of CONSULTANT's work on the Project, and provided that any such claim, action, loss, damages, or judgment is attributable to bodily injury, sickness, disease, or death, or to injury to or destruction of tangible property. This indemnification shall not apply to

claims for consequential damages, lost revenues, increased expense, or lost profits, nor to any claim for punitive or exemplary damages. This indemnification shall include reimbursement of CLIENT'S reasonable attorneys' fees and expenses of litigation, but only to the extent that defense is insurable under CONSULTANT's comprehensive general liability and professional errors and omissions insurance policies.

2. General Liability of Client. To the fullest extent permitted by law and subject to the maximum limits of liability set forth in Minnesota Statutes Section 466.04, CLIENT shall indemnify, defend and hold harmless CONSULTANT from losses, damages, and judgments (including reasonable attorneys' fees and expenses of litigation) arising from third-party claims or actions relating to the project, provided that any such claim, action, loss, damages, or judgment is attributable to bodily injury, sickness, disease, or death, or to injury to or destruction of tangible property, but only to the extent caused by the acts or omission of CLIENT or CLIENT'S employees, agents, or other consultants. This indemnification shall not apply to claims for consequential damages, lost revenues, increased expense or lost profits, nor to any claim for punitive or exemplary damages.
3. To the fullest extent permitted by law, CLIENT and CONSULTANT waive against each other, and the other's employees, officers, directors, members, agents, insurers, partners, and consultants, any and all claims for or entitlement to special, incidental, indirect, or consequential damages arising out of, resulting from, or in any way related to this Agreement, from any cause or causes. CLIENT waives all claims against individuals involved in the services provided under this Agreement and agrees to limit all claims to the CONSULTANT's corporate entity.
4. For those services provided by the CONSULTANT while serving in the role of designated City Engineer under Section I.B of this Agreement, including professional and technical oversight or supervision of CLIENT staff, the CLIENT shall, to the fullest extent permitted by law and in addition to any other requirements of this Agreement, indemnify and hold harmless the CONSULTANT from and against any claims, costs, losses and damages to the same extent as CLIENT would indemnify and hold harmless a CLIENT employee providing similar City Engineer services.
5. Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either the CLIENT or the CONSULTANT. The CONSULTANT'S services under this Agreement are being performed solely for the CLIENT'S benefit, and no other entity shall have any claim against the CONSULTANT because of this Agreement or the performance or nonperformance of services provided hereunder.

D. INSURANCE

1. The CONSULTANT agrees to maintain, at CONSULTANT'S expense a commercial general liability (CGL) and excess or umbrella general liability insurance policy or policies insuring CONSULTANT against claims for bodily injury, death or property damage arising out of CONSULTANT'S general business activities. The general liability coverage shall provide limits of not less than \$2,000,000 per occurrence and not less than \$2,000,000 general aggregate. Coverage shall include Premises and Operations Bodily Injury and Property Damage; Personal and Advertising Injury; Blanket Contractual Liability; Products and Completed Operations Liability.

2. The CONSULTANT also agrees to maintain, at CONSULTANT'S expense, a single limit or combined limit automobile liability insurance and excess or umbrella liability policy or policies insuring owned, non-owned and hired vehicles used by CONSULTANT under this Agreement. The automobile liability coverages shall provide limits of not less than \$1,000,000 per accident for property damage, \$2,000,000 for bodily injuries, death and damages to any one person and \$2,000,000 for total bodily injury, death and damage claims arising from one accident.
3. CLIENT shall be named Additional Insured for the CGL and Auto liability policies to the extent permitted by CONSULTANT's insurers.
4. The CONSULTANT agrees to maintain, at the CONSULTANT'S expense, statutory worker's compensation coverage together with Coverage B, Employer's Liability limits of not less than \$500,000 for Bodily Injury by Disease per employee, \$500,000.00 for Bodily Injury by Disease aggregate and \$500,000 for Bodily Injury by Accident.
5. The CONSULTANT also agrees to maintain, at CONSULTANT'S expense, Professional Liability Insurance coverage insuring CONSULTANT against damages for legal liability arising from a negligent act, error or omission in the performance of professional services required by this Agreement during the period of CONSULTANT'S services and for three years following date of final completion of its services. The professional liability insurance coverage shall provide limits of not less than \$2,000,000 per claim and an annual aggregate of not less than \$2,000,000 on a claims-made basis.
6. CLIENT shall maintain statutory Workers Compensation insurance coverage on all of CLIENT'S employees and other liability insurance coverage for injury and property damage to third parties due to the CLIENT'S negligence.
7. Prior to commencement of this Agreement, CONSULTANT will provide the CLIENT with certificates of insurance, showing evidence of required coverages. All policies of insurance shall contain a provision or endorsement that the coverage afforded will not be canceled or reduced in limits by endorsement for any reason except non-payment of premium, until at least 30 days prior written notice has been given to the Certificate Holder, and at least 10 days prior written notice in the case of non-payment of premium.

E. OPINIONS OR ESTIMATES OF CONSTRUCTION COST

Where provided by the CONSULTANT as part of General and Designated City Engineer Services or any Task Order or Addendum or otherwise, opinions or estimates of construction cost will generally be based upon public construction cost information. Since the CONSULTANT has no control over the cost of labor, materials, competitive bidding process, weather conditions and other factors affecting the cost of construction, all cost estimates are opinions for general information of the CLIENT and the CONSULTANT does not warrant or guarantee the accuracy of construction cost opinions or estimates. The CLIENT acknowledges that costs for project financing should be based upon contracted construction costs with appropriate contingencies.

F. CONSTRUCTION SERVICES

It is agreed that the CONSULTANT and its representatives shall not at any time supervise, direct, control, or have authority over any contractor's work, nor shall CONSULTANT have authority over or be responsible for the means, methods, techniques, sequences, or procedures of construction selected or used by any contractor, or the safety precautions and programs incident thereto, for security or safety at any Project site, nor for any failure of a Contractor to comply with Laws and Regulations applicable to that Contractor's furnishing and performing of its work. CONSULTANT shall not be responsible for the acts or omissions of any Contractor. CLIENT acknowledges that on-site contractor(s) are solely responsible for construction site safety programs and their enforcement.

G. USE OF ELECTRONIC/DIGITAL DATA

1. Because of the potential instability of electronic/digital data and susceptibility to unauthorized changes, copies of documents that may be relied upon by CLIENT are limited to the printed copies (also known as hard copies) that are signed or sealed by CONSULTANT. Except for electronic/digital data which is specifically identified as a project deliverable for this Agreement or except as otherwise explicitly provided in this Agreement, all electronic/digital data developed by the CONSULTANT as part of the project is acknowledged to be an internal working document for the CONSULTANT'S purposes solely and any such information provided to the CLIENT shall be on an "AS IS" basis strictly for the convenience of the CLIENT without any warranties of any kind. As such, the CLIENT is advised and acknowledges that use of such information may require substantial modification and independent verification by the CLIENT (or its designees).
2. Provision of electronic/digital data, whether required by this Agreement or provided as a convenience to the Client, does not include any license of software or other systems necessary to read, use or reproduce the information. It is the responsibility of the CLIENT to verify compatibility with its system and long-term stability of media. CLIENT shall indemnify and hold harmless CONSULTANT and its Subconsultants from all claims, damages, losses, and expenses, including attorneys' fees arising out of or resulting from third party use or any adaptation or distribution of electronic/digital data provided under this Agreement, unless such third party use and adaptation or distribution is explicitly authorized by this Agreement.

H. REUSE OF DOCUMENTS

1. Drawings and Specifications and all other documents (including electronic and digital versions of any documents) prepared or furnished by CONSULTANT pursuant to this Agreement are instruments of service in respect to the project and CONSULTANT shall retain an ownership interest therein. Upon payment of all fees owed to the CONSULTANT, the CLIENT shall acquire a limited license in all identified deliverables (including Reports, Plans and Specifications) for any reasonable use relative to the project and the general operations of the CLIENT. Such limited license to Owner shall not create any rights in third parties.
2. CLIENT may make and disseminate copies for information and reference in connection with the use and maintenance of the project by the CLIENT. However, such documents are not intended or represented to be suitable for reuse by CLIENT or others on extensions of the project associated with any particular Task Order or Addendum or on any other project. Any reuse by

CLIENT or, any other entity acting under the request or direction of the CLIENT, without written verification or adaptation by CONSULTANT for such reuse will be at CLIENT'S sole risk and without liability or legal exposure to CONSULTANT and CLIENT shall indemnify and hold harmless CONSULTANT from all claims, damages, losses, and expenses including attorney's fees arising out of or resulting from such reuse.

I. CONFIDENTIALITY

CONSULTANT agrees to keep confidential and not to disclose to any person or entity, other than CONSULTANT'S employees and subconsultants any information obtained from CLIENT not previously in the public domain or not otherwise previously known to or generated by CONSULTANT. These provisions shall not apply to information in whatever form that comes into the public domain through no fault of CONSULTANT; or is furnished to CONSULTANT by a third party who is under no obligation to keep such information confidential; or is information for which the CONSULTANT is required to provide by law or authority with proper jurisdiction; or is information upon which the CONSULTANT must rely for defense of any claim or legal action.

J. PERIOD OF AGREEMENT

This Agreement will remain in effect for the longer of a period of one (1) year after written authorization to proceed is issued by CLIENT; or until the specified completion date for any subsequently issued Task Order or Addendum that falls after the end of that period; or such other expressly identified completion date, after which time the Agreement may be extended upon mutual agreement of both parties.

K. TERMINATION

This Agreement, or any individual Task Order, may be terminated:

1. For Cause, by either party upon 7 days written notice in the event of substantial failure by other party to perform in accordance with the terms of this Agreement through no fault of the terminating party. For termination by CONSULTANT, "Cause" includes, but is not limited to, failure by CLIENT to pay undisputed amounts owed to CONSULTANT within 120 days of invoice and delay or suspension of CONSULTANT'S services for more than 120 days for reasons beyond CONSULTANT'S cause or control; or,
2. For convenience by CLIENT upon 7 days written notice to CONSULTANT.
3. The notice of termination shall identify the individual Task Order being terminated, or if the terminating party intends to terminate the entire Agreement the notice shall so state. This Termination process shall apply only to those elements expressly identified in the notice.
4. Notwithstanding the foregoing, this Agreement or the individual Task Order identified in the required notice of termination for cause will not terminate under this paragraph IV.K if the party receiving such notice immediately commences correction of any substantial failure and cures the same within 10 days of receipt of the notice.
5. In the event of termination by CLIENT for convenience or by CONSULTANT for cause, the CLIENT shall be obligated to the CONSULTANT for payment of amounts due and owing including

payment for services performed or furnished to the date and time of termination, computed in accordance with Section III of this Agreement. CONSULTANT shall deliver and CLIENT shall have, at its sole risk, right of use of any completed or partially completed deliverables, subject to provisions of Paragraph IV.H.

6. In event of termination by CLIENT for cause and in addition to any other remedies available to CLIENT, CONSULTANT shall deliver to CLIENT and CLIENT shall have right of use of any completed or partially completed deliverables, in accordance with the provisions of Paragraph IV.H. CLIENT shall compensate CONSULTANT for all undisputed amounts owed CONSULTANT as of the date of termination.

L. INDEPENDENT CONTRACTOR

Nothing in this Agreement is intended or should be construed in any manner as creating or establishing the relationship of co-partners between the parties hereto or as constituting the CONSULTANT or any of its employees as the agent, representative, or employee of the CLIENT for any purpose or in any manner whatsoever. The CONSULTANT is to be and shall remain an independent contractor with respect to all services performed under this Agreement.

M. CONTINGENT FEE

The CONSULTANT warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for the CONSULTANT to solicit or secure this Agreement, and that it has not paid or agreed to pay any company or person, other than a bona fide employee, any fee, commission, percentage, brokerage fee, gift or any other consideration, contingent upon or resulting from award or making of this Agreement.

N. NON-DISCRIMINATION

The CONSULTANT is an equal opportunity employer and federal contractor or subcontractor. Consequently, the parties agree that, as applicable, they will abide by the requirements of 41 CFR 60-1.4(a), 41 CFR 60-300.5(a) and 41 CFR 60-741.5(a) and that these laws are incorporated herein by reference. These regulations prohibit discrimination against qualified individuals based on their status as protected veterans or individuals with disabilities, and prohibit discrimination against all individuals based on their race, color, religion, sex, sexual orientation, gender identity or national origin. These regulations require that covered prime contractors and subcontractors take affirmative action to employ and advance in employment individuals without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, protected veteran status or disability. The parties also agree that, as applicable, they will abide by the requirements of Executive Order 13496 (29 CFR Part 471, Appendix A to Subpart A), relating to the notice of employee rights under federal labor laws.

O. ASSIGNMENT

Neither party shall assign or transfer any interest in this Agreement without the prior written consent of the other party.

P. SURVIVAL

All obligations, representations and provisions made in or given in Section IV and Documents Retention clause of this Agreement will survive the completion of all services of the CONSULTANT under this Agreement or the termination of this Agreement for any reason.

Q. SEVERABILITY

Any provision or part of the Agreement held to be void or unenforceable under any law or regulation shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon CLIENT and CONSULTANT, who agree that the Agreement shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provision.

R. CONTROLLING LAW

This Agreement is to be governed by the law of the State of Minnesota and venued in courts of Minnesota; or at the choice of either party, and if federal jurisdictional requirements can be met, in federal court in the district in which the project is located.

S. DISPUTE RESOLUTION

CLIENT and CONSULTANT agree to negotiate all disputes between them in good faith for a period of 30 days from the date of notice of dispute prior to proceeding to formal dispute resolution or exercising their rights under law. Any claims or disputes unresolved after good faith negotiations shall then be submitted to mediation using a neutral from the Minnesota District Court Rule 114 Roster, or if mutually agreed at time of dispute submittal, a neutral from the American Arbitration Association Construction Industry roster. If mediation is unsuccessful in resolving the dispute, then either party may seek to have the dispute resolved by bringing an action in a court of competent jurisdiction.

T. MINNESOTA GOVERNMENT DATA PRACTICES ACT

All data collected, created, received, maintained, or disseminated, or used for any purposes in the course of the CONSULTANT'S performance of the Agreement is governed by the Minnesota Government Data Practices Act, Minnesota Statutes Section 13.01, et seq. or any other applicable state statutes and state rules adopted to implement the Act, as well as state statutes and federal regulations on data privacy. The Consultant agrees to abide by these statutes, rules and regulations and as they may be amended. In the event the CONSULTANT receives a request to release data, it shall notify CLIENT as soon as practical. The CLIENT will give instructions to CONSULTANT concerning release of data to the requesting party and CONSULTANT will be reimbursed as Additional Services by CLIENT for its reasonable expenses in complying with the request.

U. LIMITATION OF LIABILITY

CONSULTANT shall procure and maintain insurance as required by this Agreement. Notwithstanding any other provision of this Agreement, and to the fullest extent permitted by law, the total liability, in the aggregate, of CONSULTANT and CONSULTANT's officers, directors, members, partners, agents, employees, and subconsultants to CLIENT and anyone claiming by, through, or under CLIENT for any and all claims, losses, costs, or damages whatsoever arising out of, resulting from, or in any way related to the Project or this Agreement from any cause or causes, including but not limited to the negligence, professional errors or omissions, strict liability, breach of contract, indemnity obligations, or warranty express or implied, of CONSULTANT or CONSULTANT's officers, directors, members, partners, agents, employees, or subconsultants (hereafter "CLIENTS Claims"), shall not exceed the then total available insurance proceeds paid or payable on behalf of or to CONSULTANT by CONSULTANT's insurers in settlement or satisfaction of CLIENT'S Claims under the terms and conditions of CONSULTANT's insurance policies applicable thereto, up to the then available amount of insurance under the applicable policy of insurance.

**THE REMAINDER OF THIS PAGE IS INTENTIONALLY BLANK.
SIGNATURES FOLLOW.**

SECTION V - SIGNATURES

THIS INSTRUMENT embodies the whole agreement of the parties, there being no promises, terms, conditions, or obligation referring to the subject matter other than contained herein. This Agreement may only be amended, supplemented, modified or canceled by a duly executed written instrument signed by both parties.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed in their behalf.

CLIENT: CITY OF FAIRMONT

CONSULTANT: BOLTON & MENK, INC.

By: _____

By: Wesley W. Brown

Printed Name: _____

Printed Name: Wesley W. Brown, P.E.

Title: _____

Title: Senior Principal Engineer

Date: _____

Date: December 18, 2023

By: _____

Printed Name: _____

Title: _____

Date: _____

ATTACHMENTS: Sample Task Order Form
Schedule of Fees

SAMPLE
CITY OF FAIRMONT AND BOLTON & MENK, INC.
TASK ORDER TO AGREEMENT FOR PROFESSIONAL SERVICES

TASK ORDER NO: 001

CLIENT: City of Fairmont

CONSULTANT: Bolton & Menk, Inc.

DATE OF THIS TASK ORDER: Month xx, 20xx

DATE OF MASTER AGREEMENT FOR PROFESSIONAL SERVICES: December 11, 2023

Whereas, CLIENT and CONSULTANT entered into a Master Agreement for Professional Services ("Master Agreement") as dated above; and CONSULTANT agrees to perform and complete the following Services for CLIENT in accordance with this Task Order and the terms and conditions of the Master Agreement. CLIENT and CONSULTANT agree as follows:

1.0 Scope of Services:

CONSULTANT shall perform the Services listed below or in the attached Scope. All terms and conditions of the Master Agreement are incorporated by reference in this Task Order, except as explicitly modified in writing herein. [MODIFY AS NEEDED]

2.0 Fees:

CLIENT shall pay CONSULTANT in accordance with Section III of the Master Agreement and as follows or as described in the attached Scope. Total cost of services provided by CONSULTANT for this Task Order shall not exceed \$XX,XXX.XX without prior approval of CLIENT. [MODIFY AS NEEDED]

3.0 Schedule:

Schedule for performance of Services will be as follows or as set forth in attached Scope, such that all services will be completed by Month xx, 20xx. [MODIFY AS NEEDED]

4.0 Deliverables:

Deliverables will be as follows or as set forth in the attached Scope. [MODIFY AS NEEDED TO LIST KEY DELIVERABLES]

5.0 Term:

In the event that the Schedule for this Task Order extends beyond the term of the Master Agreement, either intentionally or unintentionally by Task Order Scope or by Task Order extension, then this Task Order shall operate to extend the Master Agreement through the completion of CONSULTANT'S obligations under this Task Order or until a new Master Agreement is executed incorporating this Task Order.

6.0 Other Matters:

[LIST ANY OTHER CONDITIONS OR CHANGES IN MASTER AGREEMENT THAT APPLY TO TASK ORDER, SUCH AS UPDATED FEE SCHEDULE, CHANGED INSURANCE REQUIREMENTS]

7.0 Project Managers:

Project managers and contact information for the CLIENT and CONSULTANT for this Task Order, if different than the Master Agreement, are as follows:

CITY OF FAIRMONT:

Matthew York, Director of Public Works/Utilities
100 Downtown Plaza
Fairmont, MN 56031
Office Phone: 507-238-3942
Email: myork@fairmont.org

BOLTON & MENK, INC.:

Wesley W. Brown, P.E.
1501 South State Street, Suite 100
Fairmont, MN 56031
Office Phone: 507-238-4738
Email: wesley.brown@bolton-menk.com

CLIENT: CITY OF FAIRMONT

CONSULTANT: BOLTON & MENK, INC.

By: _____

By: _____

Printed Name: _____

Printed Name: Wesley W. Brown, P.E.

Title: _____

Title: Senior Principal Engineer

Date: _____

Date: _____

By: _____

Printed Name: _____

Title: _____

Date: _____

ATTACHMENTS TO THIS TASK ORDER: List or, if none, state "NONE"

SCHEDULE OF FEES

Employee Classification	Hourly Billing Rates
Senior Project Manager	\$175-264
Project Manager	\$104-198
Senior Project Engineer	\$140-198
Project Engineer	\$130-188
Design Engineer	\$110-186
Graduate Engineer	\$110-145
Senior Planner	\$115-198
Planner	\$115-171
Senior Landscape Architect	\$150-204
Landscape Architect	\$120-160
Landscape Designer	\$100-169
Licensed Project Surveyor	\$160-240
Graduate Surveyor	\$130-181
Survey Technician	\$85-173
Senior Technician	\$110-195
Technician	\$79-168
Specialist*	\$95-205
Practice Expert**	\$205-308
Senior Principal	\$195-314
Principal	\$160-289
Administrative/Corporate Specialists	\$64-194
GPS/Robotic Survey Equipment	NO CHARGE
CAD/Computer Usage	NO CHARGE
Routine Office Supplies	NO CHARGE
Routine Photo Copying/Reproduction	NO CHARGE
Field Supplies/Survey Stakes & Equipment	NO CHARGE
Mileage	NO CHARGE

¹ No separate charges will be made for GPS or robotic total stations on Bolton & Menk, Inc. survey assignments; the cost of this equipment is included in the rates for survey technicians.

*Specialized role not classified above otherwise, incl. graphic design, project communication, funding support, etc.

**Highly specialized and industry expertise unique to the market or area of discipline.



STAFF MEMO

Prepared by: Matthew York – Director of Public Works/Utilities	Meeting Date: 1/8/2024	<input type="checkbox"/> Consent Agenda Item <input checked="" type="checkbox"/> Regular Agenda Item <input type="checkbox"/> Public Hearing	Agenda Item # 9.4
Reviewed by: Interim Administrator	Item: Consideration of approving Kraus-Anderson Contract Amendment		
Presented by: Matthew York	Action Requested: Motion to Approve the Amendment to the Kraus-Anderson Construction Manager at Risk contract		
Vote Required: <input checked="" type="checkbox"/> Simple Majority <input type="checkbox"/> Two Thirds Vote <input type="checkbox"/> Roll Call	Staff Recommended Action: Approve Board/Commission/Committee Recommendation:		

PREVIOUS COUNCIL ACTION

March 17, 2022 – Kraus-Anderson (KA) Contract for Construction Manager at Risk was approved for the Community Center, Ice Arena, and Refrigeration Project at the Martin County Arena

REFERENCE AND BACKGROUND

When the City became aware of the Foundation removing Kraus-Anderson from its role of Construction Manager at Risk for the Community Center portion of the project, the City continued to hold up our end of the contract with Kraus-Anderson.

Since KA had been with the City since the inception of this current project, we wanted to continue to utilize their services for not only the Refrigeration Project, but also for the Ice Arena portion of the project. With all three-(3) projects lumped into one contract, we needed to separate the Ice Arena and Refrigeration portions out. This has taken place with this amendment.

Staff worked with KA and Flaherty and Hood to complete the amendment. The amendment includes new project costs for the Ice Arena. There were no penalties for KA being removed from the Community Center portion of the project. All costs to be paid will be due to actual work done on the projects.

BUDGET IMPACT

No Additional Budgetary Impact.

SUPPORTING DATA/ATTACHMENTS

Kraus-Anderson Amendment

AMENDMENT NO. 2 TO CONSTRUCTION CONTRACT

THIS AMENDMENT is made and effective this 17th day of October, 2023 by the City of Fairmont ("Owner") and Kraus-Anderson Construction Company ("Construction Manager").

WITNESSETH THAT WHEREAS:

A. The Owner and Construction Manager are parties to that certain A133-2019 Standard Form of Agreement between Owner and Construction Manager as Constructor dated as of March 17, 2022 (the "Construction Contract").

B. The Construction Contract was amended by A133-2019 Exhibit A Guaranteed Maximum Price Amendment dated August 22, 2023 with respect to the City of Fairmont – Refrigeration Replacement at 1300 North Bixby Road in Fairmont, Minnesota (substituted for the original project description in the Construction Contract and hereafter referred to as the "Project").

C. Owner and Construction Manager now desire to further amend the Construction Contract.

NOW, THEREFORE, in consideration of the foregoing recitals and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereby amend the Construction Contract and agree as follows.

1. The Architect listed on page one of the A133-2019 Agreement is hereby changed to:

Tom Betti
JLG Architects
710 S 2nd Street, 8th Floor
Minneapolis, MN 55401

2. The description of the Owner's program for the Project in Section 1.1.1 of the A133-2019 Agreement shall be amended and replaced in its entirety to read as follows:

Refrigeration Replacement at 1300 North Bixby Road in Fairmont, Minnesota and additional Preconstruction Phase Services for a proposed "New Ice Arena Project."

3. The Owner's Representative identified in Section 1.1.8 of the A133-2019 Agreement is hereby changed to:

Matthew R York
Director of Public Works/Utilities

City of Fairmont
Email: myork@fairmont.org
Phone: 507-238-3942

4. All references to Tegra Group, Inc. are hereby removed from the Construction Contract, including, without limitation, in Section 1.1.10.3 of the A133-2019 Agreement.
5. The Architect's representative listed in Section 1.1.11 of the A133-2019 Agreement is hereby changed to:

Tom Betti
JLG Architects
710 S 2nd Street, 8th Floor
Minneapolis, MN 55401

6. Section 5.1.1 of the A133-2019 Agreement is hereby amended and replaced in its entirety to read as follows:

§ 5.1.1 For the Construction Manager's Preconstruction Phase services described in Sections 3.1 and 3.2, the Owner shall compensate the Construction Manager as follows:

The Owner shall pay the Construction Manager \$24,500 for preconstruction services previously performed with respect to the Concept Phase of the Community Center project, which is no longer part of the Construction Contract.

For preconstruction services performed for the Concept Phase of the proposed New Ice Arena Project:

- \$20,500
- Includes 5 community or onsite meetings.
- From the date of this amendment until City Council approval of a conceptual plan/project budget.

For preconstruction services performed for the Schematic Development (SD) Phase of the proposed New Ice Arena Project:

- \$12,500
- From Approval of concept plan/budget through SD.

For preconstruction services performed for the Design Development (DD)/Construction Document (CD) Phase of the proposed New Ice Arena Project:

- \$10,530
- From completion of SD to CD.

The total for preconstruction services for the proposed New Ice Arena Project is \$43,530 so long as the Preconstruction Phase is completed within 24 months of the date of this Amendment. If the Owner accepts a GMP Proposal from the

Construction Manager for construction of the New Ice Arena Project, the Owner and Construction Manager shall execute a separate GMP Contract for the New Ice Arena Project. A discount of \$23,030 will be offered if the Owner and Construction Manager execute a separate GMP Contract for construction of the New Ice Arena Project, resulting in a reduced preconstruction services total of \$20,500 for the New Ice Arena Project.

- 7. Except as modified herein, the Construction Contract shall remain in full force according to its terms.
- 8. This Amendment may be executed in any number of counterparts, each of which when so executed and delivered shall be deemed an original and all of which counterparts, taken together, shall constitute one and the same instrument. Delivery of an executed counterpart of a signature page of this document by facsimile, pdf or other generally accepted electronic means (e.g., DocuSign) shall be effective as delivery of a manually executed counterpart of this document.

IN WITNESS WHEREOF, the parties hereto have executed this Amendment No. 2 to Construction Contract as of the date first set forth above. The undersigned further acknowledges that he or she is authorized to enter into this Amendment on behalf of the party designated below.

OWNER

CITY OF FAIRMONT

By: _____

Its: _____

CONSTRUCTION MANAGER

KRAUS-ANDERSON CONSTRUCTION COMPANY

By: _____

Its: _____



STAFF MEMO

Prepared by: Lee Steinkamp, Airport Manager	Meeting Date: 1/8/24	<input type="checkbox"/> Consent Agenda Item <input checked="" type="checkbox"/> Regular Agenda Item <input type="checkbox"/> Public Hearing	Agenda Item # 9.5
Reviewed by: Interim Administrator	Item: Consideration of approving Airport Pavement Maintenance Project Grant Request Package		
Presented by: Lee Steinkamp, Airport Manager	Action Requested: Motion to approve		
Vote Required: <input checked="" type="checkbox"/> Simple Majority <input type="checkbox"/> Two Thirds Vote <input type="checkbox"/> Roll Call	Staff Recommended Action: Approval Board/Commission/Committee Recommendation:		

PREVIOUS COUNCIL ACTION

Council approves task order and scope of services on October 23, 2023

REFERENCE AND BACKGROUND

See scope of services and grant package

BUDGET IMPACT

Total Cost of Project	\$178,834.15
FAA Grant	\$150,000.00 (70/30)
FAA Funding	\$105,000
City Portion	\$45,000
Additional City Funds	\$28,834.15
Total City Allotment	\$73,834

SUPPORTING DATA/ATTACHMENTS

Grant Request Letter and Package



5110 East 57th Street
Sioux Falls, SD 57108-8748
605 271 4414
KLJENG.COM

January 3, 2024

Matthew York
Director of Public Works/Utilities
City of Fairmont
100 Downtown Plaza
Fairmont, MN 56031

Re: Letter of Recommendation
Airfield Pavement Maintenance
Fairmont Municipal Airport, Fairmont, Minnesota
MN S.P. A4601-59

Mr. York:

Bid Proposals

Bids were received for the above referenced project with a deadline for submittal of December 15, 2023. There were three (3) bids received and zero (0) were rejected. Below is a summary of the bids received with Engineer's Estimate included:

Bidder	Base Bid + Alternates
Lot Pros Inc.	\$149,063.00
Fahrner Asphalt Sealers, LLC	\$184,803.00
Asphalt Surface Technologies Corporation a/k/a ASTECH Corp.	\$218,043.00
Engineer's Estimate	\$169,975.00

For the Base Bid + Alternates there were 3 bids received. Lot Pros, Inc. of Fergus Falls, Minnesota is the low bidder for Base Bid + Alternates with a total bid of \$149,063.00. Lot Pros' total bid was 12.3 percent lower than the Engineer's Opinion of Probable Construction Cost.

Lot Pros stated their corporation does not have any unpaid Federal tax liability that has been assessed. Lot Pros also stated that their corporation has not been convicted of a criminal violation under any Federal law within the preceding 24 months. KLJ Engineering LLC (KLJ) did review these documents and believes that Lot Pros met the requirements set forth in the Project Manual.

KLJ recommends award of the project as follows. If the City of Fairmont agrees with our recommendation, please execute the following:

- Approve award of Base Bid + Alternates to Lot Pros, Inc. in the amount of \$149,063.00.
- Execute the attached Notice of Award



The actual contract will not be presented to the City of Fairmont until the NOA has been signed by the Contractor. The Contractor will then prepare their payment and performance bonds, insurance certificates, and other appropriate information, and then KLJ will forward the contract package to the City of Fairmont for approval.

Thank you for your time. Please contact me at 701-290-9218 if you have any questions.

Sincerely,

KLJ

A handwritten signature in blue ink, appearing to read 'J. Braunagel', written in a cursive style.

Jake Braunagel, PE
Project Manager

Enclosure(s): Bid Tabulation, Notice of Award

Project #: 2305-01532

cc: Lee Steinkamp, Fairmont Municipal Airport; Erik Fitzgerald, KLJ



BID TABULATION
Fairmont Municipal Airport
 Airfield Pavement Maintenance
 MN S.P. A4601-59 KLJ #2305-01532

				Engineer's Opinion of Construction Cost		Lot Pros Inc. Fergus Falls, MN		Fahrner Asphalt Sealers, LLC Eau Claire, WI		Asphalt Surface Technologies Corporation a/k/a ASTECH Corp. St. Cloud, MN	
Item	Description	Qty.	Unit	Unit Cost	Total Cost	Unit Cost	Total Cost	Unit Cost	Total Cost	Unit Cost	Total Cost
BASE BID – Division 1 – Runway 2-20											
1	Mobilization – Base Bid	1	L.S.	\$ 10,000.00	\$ 10,000.00	\$ 5,000.00	\$ 5,000.00	\$ 8,800.00	\$ 8,800.00	\$ 10,000.00	\$ 10,000.00
2	Airside Traffic Control	1	L.S.	7,500.00	7,500.00	7,000.00	7,000.00	3,500.00	3,500.00	17,500.00	17,500.00
3	Crack Sealing – Reseal	9,800	L.F.	1.00	9,800.00	1.10	10,780.00	1.17	11,466.00	0.93	9,114.00
4	Crack Sealing – Route and Seal	1,000	L.F.	1.50	1,500.00	2.00	2,000.00	3.09	3,090.00	1.00	1,000.00
5	Large Crack Repair	4,400	L.F.	7.00	30,800.00	4.00	17,600.00	5.96	26,224.00	11.50	50,600.00
TOTAL BID – BASE BID DIVISION 1				\$ 59,600.00		\$ 42,380.00		\$ 53,080.00		\$ 88,214.00	
BASE BID – Division 2 – Runway 13-31											
6	Crack Sealing – Reseal	22,000	L.F.	\$ 1.00	\$ 22,000.00	\$ 1.10	\$ 24,200.00	\$ 1.17	\$ 25,740.00	\$ 0.93	\$ 20,460.00
7	Crack Sealing – Route and Seal	2,400	L.F.	1.50	3,600.00	2.00	4,800.00	3.09	7,416.00	1.00	2,400.00
8	Large Crack Repair	2,300	L.F.	7.00	16,100.00	4.00	9,200.00	5.96	13,708.00	11.50	26,450.00
	TOTAL BID – BASE BID DIVISION 2			\$ 41,700.00		\$ 38,200.00		\$ 46,864.00		\$ 49,310.00	
ALTERNATE 1 – Division 1 – Parallel Taxiway											
9	Mobilization – Alternate 1	1	L.S.	\$ 5,000.00	\$ 5,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 5,000.00	\$ 5,000.00
10	Crack Sealing - Reseal	23,800	L.F.	1.00	23,800.00	1.10	26,180.00	1.17	27,846.00	0.93	22,134.00
11	Crack Sealing – Route and Seal	6,100	L.F.	1.50	9,150.00	2.00	12,200.00	3.09	18,849.00	1.00	6,100.00
	ALTERNATE 1 – DIVISION 1			\$ 37,950.00		\$ 39,380.00		\$ 47,695.00		\$ 33,234.00	
ALTERNATE 1 – Division 2 – Taxiways A, B, & F											
12	Crack Sealing – Reseal	4,600	L.F.	\$ 1.00	\$ 4,600.00	\$ 1.10	\$ 5,060.00	\$ 1.17	\$ 5,382.00	\$ 0.93	\$ 4,278.00
13	Crack Sealing – Route and Seal	300	L.F.	1.50	450.00	2.00	600.00	3.09	927.00	1.00	300.00
14	Large Crack Repair	100	L.F.	7.00	700.00	4.00	400.00	5.96	596.00	11.50	1,150.00
	ALTERNATE 1 – DIVISION 2			\$ 5,750.00		\$ 6,060.00		\$ 6,905.00		\$ 5,728.00	
ALTERNATE 1 – Division 3 – Taxiway E											
15	Crack Sealing - Reseal	2,000	L.F.	\$ 1.00	\$ 2,000.00	\$ 1.10	\$ 2,200.00	\$ 1.17	\$ 2,340.00	\$ 0.93	\$ 1,860.00
16	Crack Sealing – Route and Seal	150	L.F.	1.50	225.00	2.00	300.00	3.09	463.50	1.00	150.00
	ALTERNATE 1 – DIVISION 3			\$ 2,225.00		\$ 2,500.00		\$ 2,803.50		\$ 2,010.00	
ALTERNATE 2 – Division 1 – Hangar Taxilanes											
15	Mobilization – Alternate 2	1	L.S.	\$ 1,000.00	\$ 1,000.00	\$ 1.00	\$ 1.00	\$ 250.00	\$ 250.00	\$ 5,000.00	\$ 5,000.00
16	Crack Sealing – Route and Seal	250	L.F.	1.00	250.00	2.00	500.00	3.09	772.50	1.00	250.00
	ALTERNATE 2 – DIVISION 1			\$ 1,250.00		\$ 501.00		\$ 1,022.50		\$ 5,250.00	
ALTERNATE 2 – Division 2 – Apron Connector Taxilanes											
19	Crack Sealing - Reseal	2,400	L.F.	\$ 1.00	\$ 2,400.00	\$ 1.10	\$ 2,640.00	\$ 1.17	\$ 2,808.00	\$ 0.93	\$ 2,232.00
20	Crack Sealing – Route and Seal	250	L.F.	1.50	375.00	2.00	500.00	3.09	772.50	1.00	250.00
	ALTERNATE 2 – DIVISION 2			\$ 2,775.00		\$ 3,140.00		\$ 3,580.50		\$ 2,482.00	
ALTERNATE 3 – Division 1 – Apron											
21	Mobilization – Alternate 3	1	L.S.	\$ 2,000.00	\$ 2,000.00	\$ 1.00	\$ 1.00	\$ 1,000.00	\$ 1,000.00	\$ 5,000.00	\$ 5,000.00
22	Airside Traffic Control	1	L.S.	\$ 1,000.00	1,000.00	\$ 1,000.00	1,000.00	\$ 1,000.00	1,000.00	\$ 7,500.00	7,500.00
23	Crack Sealing – Reseal	8,000	L.F.	\$ 1.00	8,000.00	\$ 1.10	8,800.00	\$ 1.17	9,360.00	\$ 0.93	7,440.00
24	Crack Sealing – Route and Seal	850	L.F.	\$ 1.50	1,275.00	\$ 2.00	1,700.00	\$ 3.09	2,626.50	\$ 1.00	850.00
25	Large Crack Repair	350	L.F.	\$ 7.00	2,450.00	\$ 4.00	1,400.00	\$ 5.96	2,086.00	\$ 11.50	4,025.00
	ALTERNATE 3 – DIVISION 1			\$ 14,725.00		\$ 12,901.00		\$ 16,072.50		\$ 24,815.00	
ALTERNATE 4 – Division 1 – Hangar Taxilanes Valley Gutter											
21	Mobilization – Alternative 4	1	L.S.	\$ 1,000.00	\$ 1,000.00	\$ 1.00	\$ 1.00	\$ 600.00	\$ 600.00	\$ 5,000.00	\$ 5,000.00
22	Crack Sealing – Route and Seal	2,000	L.F.	\$ 1.50	3,000.00	\$ 2.00	4,000.00	\$ 3.09	6,180.00	\$ 1.00	2,000.00
	ALTERNATE 4 – DIVISION 1			\$ 4,000.00		\$ 4,001.00		\$ 6,780.00		\$ 7,000.00	



BID TABULATION
Fairmont Municipal Airport
 Airfield Pavement Maintenance
 MN S.P. A4601-59 KLJ #2305-01532

				Engineer's Opinion of Construction Cost		Lot Pros Inc. Fergus Falls, MN		Fahrner Asphalt Sealers, LLC Eau Claire, WI		Asphalt Surface Technologies Corporation a/k/a ASTECH Corp. St. Cloud, MN	
Item	Description	Qty.	Unit	Unit Cost	Total Cost	Unit Cost	Total Cost	Unit Cost	Total Cost	Unit Cost	Total Cost
SUMMARY OF BIDS											
TOTAL BID - BASE BID – DIVISIONS 1 & 2				\$	101,300.00	\$	80,580.00	\$	99,944.00	\$	137,524.00
TOTAL BID - ALTERNATIVE 1 – DIVISIONS 1, 2, & 3				\$	45,925.00	\$	47,940.00	\$	57,403.50	\$	40,972.00
TOTAL BID - ALTERNATIVE 2 – DIVISIONS 1 & 2				\$	4,025.00	\$	3,641.00	\$	4,603.00	\$	7,732.00
TOTAL BID - ALTERNATIVE 3 – DIVISION 1				\$	14,725.00	\$	12,901.00	\$	16,072.50	\$	24,815.00
TOTAL BID - ALTERNATIVE 4 – DIVISION 1				\$	4,000.00	\$	4,001.00	\$	6,780.00	\$	7,000.00
TOTAL BID – BASE BID + ALTERNATES				\$	169,975.00	\$	149,063.00	\$	184,803.00	\$	218,043.00


 Project Manager's Signature

1/3/2024
 Date

True tabulations of bids received on: Friday, December 15, 2023

Number of bids received: 3

Bids rejected: 0

Corrections made due to mathematical errors in calculating costs.

Notice of Award

To	Lot Pros, Inc.
Bidder's Address	26838 County Highway 1, Fergus Falls, MN 56537
Project Description	Airfield Pavement Maintenance
Airport Name	Fairmont Municipal Airport
Name of Owner	City of Fairmont
Owner's Address	100 Downtown Plaza Fairmont, MN 56031
MN S.P.	A4601-59

You are notified that your Bid dated December 13, 2023 for the above Contract has been considered. You are the apparent successful bidder and have been awarded a contract.

The Contract Price of your contract is one hundred forty-nine thousand, sixty-three dollars and zero cents (\$149,063.00).

You must comply with the following conditions within ten (10) business days of the date of receipt of this Notice of Award.

1. You must immediately deliver to the OWNER a duly signed copy of this notice, acknowledging its receipt.
2. You must deliver, with the executed Agreement, the Contract Security (Bonds) as specified in the Instructions to Bidders, General Conditions and Supplementary Conditions.
3. You must deliver to the OWNER, evidence of insurance as outlined within the General Conditions and Supplementary Conditions.
4. You must deliver to the OWNER, Responsible Contractor Verification and Certification of Compliance Form.

Failure to comply with these conditions within the time specified, will entitle the OWNER to consider your bid abandoned, to annul this Notice of Award and to declare you Bid Security forfeited.

Within ten (10) business days after you comply with these conditions, the OWNER will return to you one (1) fully signed counterpart of the Agreement with the Contract documents attached.

OWNER: City of Fairmont

BIDDER: Lot Pros, Inc.

By Lee C. Baarts

By _____

Authorized Signature

Authorized Signature

Mayor
Title

Title

Date

Date

Airport: Fairmont Municipal Airport
Ident: FRM
Sponsor: City of Fairmont
State Project: A4601-59
State Agreement #:
Description: Airfield Pavement Maintenance
Version Date: 12/15/2023

Construction	Description	Total	State Funding Rate	State	Local
	Base Bid - Division 1 - Runway 2-20	\$ 42,380.00	70%	\$ 29,666.00	\$ 12,714.00
	Base Bid - Division 2 - Runway 2-20	\$ 38,200.00	70%	\$ 26,740.00	\$ 11,460.00
	Alternate 1 - Division 1 - Parallel Taxiway	\$ 39,380.00	70%	\$ 27,566.00	\$ 11,814.00
	Alternate 1 - Division 2 - Taxiways A, B, & F	\$ 6,060.00	0%	\$ -	\$ 6,060.00
	Alternate 1 - Division 3 - Taxiways E	\$ 2,500.00	0%	\$ -	\$ 2,500.00
	Alternate 2 - Division 1 - Hangar Taxilanes	\$ 501.00	0%	\$ -	\$ 501.00
	Alternate 2 - Division 2 - Apron Connector Taxilanes	\$ 3,140.00	0%	\$ -	\$ 3,140.00
	Alternate 3 - Division 1 - Apron	\$ 12,901.00	0%	\$ -	\$ 12,901.00
	Alternate 4 - Division 1 - Hangar Taxilanes Valley Gutter	\$ 4,001.00	0%	\$ -	\$ 4,001.00
CONSTRUCTION SUBTOTAL		\$ 149,063.00		\$ 83,972.00	\$ 65,091.00
Engineering	Description	Total		State	Local
	Design and Bidding Services - KLJ	\$ 15,680.91	70%	\$ 10,976.64	\$ 4,704.27
	Construction Administration and Observation Services - KLJ	\$ 14,090.24	70%	\$ 9,863.17	\$ 4,227.07
ENGINEERING SUBTOTAL		\$ 29,771.15		\$ 20,839.81	\$ 8,931.35
Administration	Description	Total		State	Local
		\$ -	0%	\$ -	\$ -
		\$ -	0%	\$ -	\$ -
		\$ -	0%	\$ -	\$ -
ADMINISTRATION SUBTOTAL		\$ -		\$ -	\$ -
State Grant Project Amounts					
	Grant Amounts	\$ 149,731.15		\$ 104,811.80	\$ 44,919.35
	Grant Percentages	100.00%		70.00%	30.00%
Locally Funded Only Project Amounts					
	Grant Amounts	\$ 29,103.00		\$ -	\$ 29,103.00
	Grant Percentages	100.00%		0.00%	100.00%
Awarded Funding Totals					
	Awarded Amount	\$ 178,834.15		\$ 104,811.80	\$ 74,022.35
	Funding Percentages	\$ 100.00		58.61%	41.39%

Award as Locally Funded Initially and Apply for Additional Grant Funding if it Becomes Available



BID TABULATION
Fairmont Municipal Airport
 Airfield Pavement Maintenance
 MN S.P. A4601-59 KLJ #2305-01532

				Engineer's Opinion of Construction Cost		Lot Pros Inc. Fergus Falls, MN		Fahrner Asphalt Sealers, LLC Eau Claire, WI		Asphalt Surface Technologies Corporation a/k/a ASTECH Corp. St. Cloud, MN	
Item	Description	Qty.	Unit	Unit Cost	Total Cost	Unit Cost	Total Cost	Unit Cost	Total Cost	Unit Cost	Total Cost
BASE BID – Division 1 – Runway 2-20											
1	Mobilization – Base Bid	1	L.S.	\$ 10,000.00	\$ 10,000.00	\$ 5,000.00	\$ 5,000.00	\$ 8,800.00	\$ 8,800.00	\$ 10,000.00	\$ 10,000.00
2	Airside Traffic Control	1	L.S.	7,500.00	7,500.00	7,000.00	7,000.00	3,500.00	3,500.00	17,500.00	17,500.00
3	Crack Sealing – Reseal	9,800	L.F.	1.00	9,800.00	1.10	10,780.00	1.17	11,466.00	0.93	9,114.00
4	Crack Sealing – Route and Seal	1,000	L.F.	1.50	1,500.00	2.00	2,000.00	3.09	3,090.00	1.00	1,000.00
5	Large Crack Repair	4,400	L.F.	7.00	30,800.00	4.00	17,600.00	5.96	26,224.00	11.50	50,600.00
TOTAL BID – BASE BID DIVISION 1				\$ 59,600.00		\$ 42,380.00		\$ 53,080.00		\$ 88,214.00	
BASE BID – Division 2 – Runway 13-31											
6	Crack Sealing – Reseal	22,000	L.F.	\$ 1.00	\$ 22,000.00	\$ 1.10	\$ 24,200.00	\$ 1.17	\$ 25,740.00	\$ 0.93	\$ 20,460.00
7	Crack Sealing – Route and Seal	2,400	L.F.	1.50	3,600.00	2.00	4,800.00	3.09	7,416.00	1.00	2,400.00
8	Large Crack Repair	2,300	L.F.	7.00	16,100.00	4.00	9,200.00	5.96	13,708.00	11.50	26,450.00
	TOTAL BID – BASE BID DIVISION 2			\$ 41,700.00		\$ 38,200.00		\$ 46,864.00		\$ 49,310.00	
ALTERNATE 1 – Division 1 – Parallel Taxiway											
9	Mobilization – Alternate 1	1	L.S.	\$ 5,000.00	\$ 5,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 5,000.00	\$ 5,000.00
10	Crack Sealing - Reseal	23,800	L.F.	1.00	23,800.00	1.10	26,180.00	1.17	27,846.00	0.93	22,134.00
11	Crack Sealing – Route and Seal	6,100	L.F.	1.50	9,150.00	2.00	12,200.00	3.09	18,849.00	1.00	6,100.00
	ALTERNATE 1 – DIVISION 1			\$ 37,950.00		\$ 39,380.00		\$ 47,695.00		\$ 33,234.00	
ALTERNATE 1 – Division 2 – Taxiways A, B, & F											
12	Crack Sealing – Reseal	4,600	L.F.	\$ 1.00	\$ 4,600.00	\$ 1.10	\$ 5,060.00	\$ 1.17	\$ 5,382.00	\$ 0.93	\$ 4,278.00
13	Crack Sealing – Route and Seal	300	L.F.	1.50	450.00	2.00	600.00	3.09	927.00	1.00	300.00
14	Large Crack Repair	100	L.F.	7.00	700.00	4.00	400.00	5.96	596.00	11.50	1,150.00
	ALTERNATE 1 – DIVISION 2			\$ 5,750.00		\$ 6,060.00		\$ 6,905.00		\$ 5,728.00	
ALTERNATE 1 – Division 3 – Taxiway E											
15	Crack Sealing - Reseal	2,000	L.F.	\$ 1.00	\$ 2,000.00	\$ 1.10	\$ 2,200.00	\$ 1.17	\$ 2,340.00	\$ 0.93	\$ 1,860.00
16	Crack Sealing – Route and Seal	150	L.F.	1.50	225.00	2.00	300.00	3.09	463.50	1.00	150.00
	ALTERNATE 1 – DIVISION 3			\$ 2,225.00		\$ 2,500.00		\$ 2,803.50		\$ 2,010.00	
ALTERNATE 2 – Division 1 – Hangar Taxilanes											
15	Mobilization – Alternate 2	1	L.S.	\$ 1,000.00	\$ 1,000.00	\$ 1.00	\$ 1.00	\$ 250.00	\$ 250.00	\$ 5,000.00	\$ 5,000.00
16	Crack Sealing – Route and Seal	250	L.F.	1.00	250.00	2.00	500.00	3.09	772.50	1.00	250.00
	ALTERNATE 2 – DIVISION 1			\$ 1,250.00		\$ 501.00		\$ 1,022.50		\$ 5,250.00	
ALTERNATE 2 – Division 2 – Apron Connector Taxilanes											
19	Crack Sealing - Reseal	2,400	L.F.	\$ 1.00	\$ 2,400.00	\$ 1.10	\$ 2,640.00	\$ 1.17	\$ 2,808.00	\$ 0.93	\$ 2,232.00
20	Crack Sealing – Route and Seal	250	L.F.	1.50	375.00	2.00	500.00	3.09	772.50	1.00	250.00
	ALTERNATE 2 – DIVISION 2			\$ 2,775.00		\$ 3,140.00		\$ 3,580.50		\$ 2,482.00	
ALTERNATE 3 – Division 1 – Apron											
21	Mobilization – Alternate 3	1	L.S.	\$ 2,000.00	\$ 2,000.00	\$ 1.00	\$ 1.00	\$ 1,000.00	\$ 1,000.00	\$ 5,000.00	\$ 5,000.00
22	Airside Traffic Control	1	L.S.	\$ 1,000.00	1,000.00	\$ 1,000.00	1,000.00	\$ 1,000.00	1,000.00	\$ 7,500.00	7,500.00
23	Crack Sealing – Reseal	8,000	L.F.	\$ 1.00	8,000.00	\$ 1.10	8,800.00	\$ 1.17	9,360.00	\$ 0.93	7,440.00
24	Crack Sealing – Route and Seal	850	L.F.	\$ 1.50	1,275.00	\$ 2.00	1,700.00	\$ 3.09	2,626.50	\$ 1.00	850.00
25	Large Crack Repair	350	L.F.	\$ 7.00	2,450.00	\$ 4.00	1,400.00	\$ 5.96	2,086.00	\$ 11.50	4,025.00
	ALTERNATE 3 – DIVISION 1			\$ 14,725.00		\$ 12,901.00		\$ 16,072.50		\$ 24,815.00	
ALTERNATE 4 – Division 1 – Hangar Taxilanes Valley Gutter											
21	Mobilization – Alternative 4	1	L.S.	\$ 1,000.00	\$ 1,000.00	\$ 1.00	\$ 1.00	\$ 600.00	\$ 600.00	\$ 5,000.00	\$ 5,000.00
22	Crack Sealing – Route and Seal	2,000	L.F.	\$ 1.50	3,000.00	\$ 2.00	4,000.00	\$ 3.09	6,180.00	\$ 1.00	2,000.00
	ALTERNATE 4 – DIVISION 1			\$ 4,000.00		\$ 4,001.00		\$ 6,780.00		\$ 7,000.00	

**BID TABULATION****Fairmont Municipal Airport**

Airfield Pavement Maintenance

MN S.P. A4601-59 KLJ #2305-01532

				Engineer's Opinion of Construction Cost		Lot Pros Inc. Fergus Falls, MN		Fahrner Asphalt Sealers, LLC Eau Claire, WI		Asphalt Surface Technologies Corporation a/k/a ASTECH Corp. St. Cloud, MN	
Item	Description	Qty.	Unit	Unit Cost	Total Cost	Unit Cost	Total Cost	Unit Cost	Total Cost	Unit Cost	Total Cost
SUMMARY OF BIDS											
TOTAL BID - BASE BID – DIVISIONS 1 & 2				\$	101,300.00	\$	80,580.00	\$	99,944.00	\$	137,524.00
TOTAL BID - ALTERNATIVE 1 – DIVISIONS 1, 2, & 3				\$	45,925.00	\$	47,940.00	\$	57,403.50	\$	40,972.00
TOTAL BID - ALTERNATIVE 2 – DIVISIONS 1 & 2				\$	4,025.00	\$	3,641.00	\$	4,603.00	\$	7,732.00
TOTAL BID - ALTERNATIVE 3 – DIVISION 1				\$	14,725.00	\$	12,901.00	\$	16,072.50	\$	24,815.00
TOTAL BID - ALTERNATIVE 4 – DIVISION 1				\$	4,000.00	\$	4,001.00	\$	6,780.00	\$	7,000.00
TOTAL BID – BASE BID + ALTERNATES				\$	169,975.00	\$	149,063.00	\$	184,803.00	\$	218,043.00


Project Manager's Signature

1/3/2024
Date

True tabulations of bids received on: Friday, December 15, 2023

Number of bids received: 3Bids rejected: 0

Corrections made due to mathematical errors in calculating costs.

BID FORM
FAIRMONT MUNICIPAL AIRPORT
FAIRMONT, MINNESOTA
MN S.P. A4601-59

ARTICLE 1 – BID RECIPIENT

- 1.01 This Bid is submitted to the City of Fairmont, Minnesota via KLJ Engineering Attn: Jake Braunagel, 5110 E 57th Street, Sioux Falls, South Dakota 57108.
- 1.02 The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into an Agreement with Owner in the form included in the Bidding Documents to perform all Work as specified or indicated in the Bidding Documents for the prices and within the times indicated in this Bid and in accordance with the other terms and conditions of the Bidding Documents.

ARTICLE 2 – BIDDER'S ACKNOWLEDGEMENTS

- 2.01 Bidder accepts all of the terms and conditions of the Instructions to Bidders, including without limitation those dealing with the disposition of Bid security. This Bid will remain subject to acceptance for 90 days after the Bid opening, or for such longer period of time that Bidder may agree to in writing upon request of Owner.

ARTICLE 3 – BIDDER'S REPRESENTATIONS

- 3.01 In submitting this Bid, Bidder represents that:

- A. Bidder has examined and carefully studied the Bidding Documents, and any data and reference items identified in the Bidding Documents, and hereby acknowledges receipt of the following Addenda:

<u>Addendum No.</u>	<u>Addendum, Date</u>
<u>None</u>	

- B. Bidder has visited the Site, conducted a thorough, alert visual examination of the Site and adjacent areas, and become familiar with and satisfied itself as to the general, local, and Site conditions that may affect cost, progress, and performance of the Work.
- C. Bidder is familiar with and has satisfied itself as to all Laws and Regulations that may affect cost, progress, and performance of the Work.
- D. Bidder has carefully studied all: (1) reports of explorations and tests of subsurface conditions at or adjacent to the Site and all drawings of physical conditions relating to existing surface or subsurface structures at the Site that have been identified in the Supplementary Conditions, especially with respect to Technical Data in such reports and drawings, and (2) reports and drawings relating to Hazardous Environmental Conditions, if any, at or adjacent to the Site that have been identified in the Supplementary Conditions, especially with respect to Technical Data in such reports and drawings.

- E. Bidder has considered the information known to Bidder itself; information commonly known to contractors doing business in the locality of the Site; information and observations obtained from visits to the Site; the Bidding Documents; and any Site-related reports and drawings identified in the Bidding Documents, with respect to the effect of such information, observations, and documents on (1) the cost, progress, and performance of the Work; (2) the means, methods, techniques, sequences, and procedures of construction to be employed by Bidder; and (3) Bidder's safety precautions and programs.
- F. Bidder agrees, based on the information and observations referred to in the preceding paragraph, that no further examinations, investigations, explorations, tests, studies, or data are necessary for the determination of this Bid for performance of the Work at the price bid and within the times required, and in accordance with the other terms and conditions of the Bidding Documents.
- G. Bidder is aware of the general nature of work to be performed by Owner and others at the Site that relates to the Work as indicated in the Bidding Documents.
- H. Bidder has given Engineer written notice of all conflicts, errors, ambiguities, or discrepancies that Bidder has discovered in the Bidding Documents, and confirms that the written resolution thereof by Engineer is acceptable to Bidder.
- I. The Bidding Documents are generally sufficient to indicate and convey understanding of all terms and conditions for the performance and furnishing of the Work.
- J. The submission of this Bid constitutes an incontrovertible representation by Bidder that Bidder has complied with every requirement of this Article, and that without exception the Bid and all prices in the Bid are premised upon performing and furnishing the Work required by the Bidding Documents.

ARTICLE 4 – BIDDER'S CERTIFICATION

4.01 Bidder certifies that:

- A. This Bid is genuine and not made in the interest of or on behalf of any undisclosed individual or entity and is not submitted in conformity with any collusive agreement or rules of any group, association, organization, or corporation;
- B. Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid;
- C. Bidder has not solicited or induced any individual or entity to refrain from bidding; and
- D. Bidder has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for the Contract. For the purposes of this Paragraph 4.01.D:
 - 1. "corrupt practice" means the offering, giving, receiving, or soliciting of any thing of value likely to influence the action of a public official in the bidding process;
 - 2. "fraudulent practice" means an intentional misrepresentation of facts made (a) to influence the bidding process to the detriment of Owner, (b) to establish bid prices at artificial non-competitive levels, or (c) to deprive Owner of the benefits of free and open competition;
 - 3. "collusive practice" means a scheme or arrangement between two or more Bidders, with or without the knowledge of Owner, a purpose of which is to establish bid prices at artificial, non-competitive levels; and

4. "coercive practice" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the bidding process or affect the execution of the Contract.

ARTICLE 5 – BASIS OF BID

5.01 Bidder will complete the Work in accordance with the Contract Documents for the following price(s):

Base Bid – Division 1 – Runway 2-20						
Spec #	Item	Description	Quantity	Unit	Unit Price	Total
C-800	1	Mobilization – Base Bid	1	L.S.	\$ 5,000	\$ 5,000
C-800	2	Airside Traffic Control	1	L.S.	\$ 7,000	\$ 7,000
Plan Notes	3	Crack Sealing – Reseal	9,800	L.F.	\$ 1.10	\$ 10,780
Plan Notes	4	Crack Sealing – Route and Seal	1,000	L.F.	\$ 2.00	\$ 2,000
Plan Notes	5	Large Crack Repair	4,400	L.F.	\$ 4.00	\$ 17,600
BASE BID – DIVISION 1 TOTAL BID						\$ 42,380

Base Bid – Division 2 – Runway 13-31						
Spec #	Item	Description	Quantity	Unit	Unit Price	Total
Plan Notes	6	Crack Sealing – Reseal	22,000	L.F.	\$ 1.10	\$ 24,200
Plan Notes	7	Crack Sealing – Route and Seal	2,400	L.F.	\$ 2.00	\$ 4,800
Plan Notes	8	Large Crack Repair	2,300	L.F.	\$ 4.00	\$ 9,200
BASE BID – DIVISION 2 TOTAL BID						\$ 38,200

Alternate 1 – Division 1 – Parallel Taxiway						
Spec #	Item	Description	Quantity	Unit	Unit Price	Total
C-800	9	Mobilization – Alternate 1	1	L.S.	\$ 1,000	\$ 1,000
Plan Notes	10	Crack Sealing - Reseal	23,800	L.F.	\$ 1.10	\$ 26,180
Plan Notes	11	Crack Sealing – Route and Seal	6,100	L.F.	\$ 2.00	\$ 12,200
ALTERNATE 1 – DIVISION 1 TOTAL BID						\$ 39,380

Alternate 1 – Division 2 – Taxiways A, B, & F						
Spec #	Item	Description	Quantity	Unit	Unit Price	Total
Plan Notes	12	Crack Sealing – Reseal	4,600	L.F.	\$ 1.10	\$ 5,060
Plan Notes	13	Crack Sealing – Route and Seal	300	L.F.	\$ 2.00	\$ 600
Plan Notes	14	Large Crack Repair	100	L.F.	\$ 4.00	\$ 400
ALTERNATE 1 – DIVISION 2 TOTAL BID						\$ 6,060

Alternate 1 – Division 3 – Taxiway E						
Spec #	Item	Description	Quantity	Unit	Unit Price	Total
Plan Notes	15	Crack Sealing - Reseal	2,000	L.F.	\$ 1.10	\$ 2,200
Plan Notes	16	Crack Sealing – Route and Seal	150	L.F.	\$ 2.00	\$ 300
ALTERNATE 1 – DIVISION 3 TOTAL BID						\$ 2,500

Alternate 2 – Division 1 – Hangar Taxilanes						
Spec #	Item	Description	Quantity	Unit	Unit Price	Total
C-800	17	Mobilization – Alternate 2	1	L.S.	\$ 1.00	\$ 1.00
Plan Notes	18	Crack Sealing – Route and Seal	250	L.F.	\$ 2.00	\$ 500
ALTERNATIVE 2 – DIVISION 1 TOTAL BID						\$ 501

Alternate 2 – Division 2 - Apron Connector Taxilanes						
Spec #	Item	Description	Quantity	Unit	Unit Price	Total
Plan Notes	19	Crack Sealing - Reseal	2,400	L.F.	\$ 1.10	\$ 2,640
Plan Notes	20	Crack Sealing – Route and Seal	250	L.F.	\$ 2.00	\$ 500
ALTERNATIVE 2 – DIVISION 2 TOTAL BID						\$ 3,140

Alternate 3 – Division 1 – Apron						
Spec #	Item	Description	Quantity	Unit	Unit Price	Total
C-800	21	Mobilization – Alternate 3	1	L.S.	\$ 1.00	\$ 1.00
C-800	22	Airside Traffic Control	1	L.S.	\$ 1,000	\$ 1,000
Plan Notes	23	Crack Sealing – Reseal	8,000	L.F.	\$ 1.10	\$ 8,800
Plan Notes	24	Crack Sealing – Route and Seal	850	L.F.	\$ 2.00	\$ 1,700
Plan Notes	25	Large Crack Repair	350	L.F.	\$ 4.00	\$ 1,400
ALTERNATIVE 3 – DIVISION 1 TOTAL BID						\$ 12,901

Alternate 4 – Division 1 – Hangar Taxilanes Valley Gutter						
Spec #	Item	Description	Quantity	Unit	Unit Price	Total
C-800	26	Mobilization – Alternative 4	1	L.S.	\$ 1.00	\$ 1.00
Plan Notes	27	Crack Sealing – Route and Seal	2,000	L.F.	\$ 2.00	\$ 4,000
ALTERNATIVE 4 – DIVISION 1 TOTAL BID						\$ 4,001

SUMMARY OF BID	
TOTAL BID - BASE BID – DIVISIONS 1 & 2	\$ 80,580
TOTAL BID - ALTERNATIVE 1 – DIVISIONS 1, 2, & 3	\$ 47,940
TOTAL BID - ALTERNATIVE 2 – DIVISIONS 1 & 2	\$ 3,641
TOTAL BID - ALTERNATIVE 3 – DIVISION 1	\$ 12,901
TOTAL BID - ALTERNATIVE 4 – DIVISION 1	\$ 4,001
TOTAL BID – BASE BID + ALTERNATES	\$ 149,063.00

Bidder acknowledges that (1) each Bid Unit Price includes an amount considered by Bidder to be adequate to cover Contractor's overhead and profit for each separately identified item, and (2) estimated quantities are not guaranteed, and are solely for the purpose of comparison of Bids, and final payment for all unit price Bid items will be based on actual quantities, determined as provided in the Contract Documents.

ARTICLE 9 – BID SUBMITTAL

Bidder:

Lot Pros Inc.

Signature:



Printed Name:

Walt Zelinski

Title:

President

(If Bidder is a corporation, a limited liability company, a partnership, or a joint venture, attach evidence of authority to sign.)

Attest:

Signature:



Printed Name:

Ashton Zelinsky

Title:

Secretary

Submittal Date:

12/13/2023

Address for giving notices:

21838 County Highway 1
Fergus Falls, MN 56537

Telephone Number:

218-790-0200

Contact Name and e-mail address:

Ashton Zelinsky

AshtonZelinsky@yahoo.com

BID BOND (PENAL SUM FORM)

Bidder Name: Lot Pros Inc. Address (principal place of business): P.O. Box 423 Fergus Falls, MN 56538	Surety Name: Western Surety Company Address (principal place of business): 151 North Franklin Street 17th Floor Chicago, IL 60606
Owner Name: City of Fairmont Address (principal place of business): 100 Downtown Plaza Fairmont, MN 56031	Bid Project (name and location): Airfield Pavement Maintenance – Fairmont Municipal Airport, Fairmont, MN Bid Due Date: 5:00 PM CT on December 15, 2023
Bond Penal Sum: FIVE PERCENT OF AMOUNT BID (5% of amount bid) Date of Bond: December 13th, 2023 Surety and Bidder, intending to be legally bound hereby, subject to the terms set forth in this Bid Bond, do each cause this Bid Bond to be duly executed by an authorized officer, agent, or representative.	
Bidder Lot Pros Inc. _____ (Full formal name of Bidder)	Surety Western Surety Company _____ (Full formal name of Surety) (corporate seal)
By: _____ (Signature)	By: _____ (Signature) (Attach Power of Attorney)
Name: <u>Walter Zelinsky Jr.</u> (Printed or typed)	Name: <u>Erik A. Johnson</u> (Printed or typed)
Title: <u>President</u>	Title: <u>Attorney-In-Fact</u>
Attest: _____ (Signature)	Attest: _____ (Signature)
Name: <u>Casey Grant</u> (Printed or typed)	Name: <u>Casey Grant</u> (Printed or typed)
Title: <u>MN Resident Licensed Insurance Agent</u>	Title: <u>MN Resident Licensed Insurance Agent</u>
Notes: (1) Note: Addresses are to be used for giving any required notice. (2) Provide execution by any additional parties, such as joint venturers, if necessary.	

1. Bidder and Surety, jointly and severally, bind themselves, their heirs, executors, administrators, successors, and assigns to pay to Owner upon default of Bidder the penal sum set forth on the face of this Bond. Payment of the penal sum is the extent of Bidder's and Surety's liability. Recovery of such penal sum under the terms of this Bond will be Owner's sole and exclusive remedy upon default of Bidder.
2. Default of Bidder occurs upon the failure of Bidder to deliver within the time required by the Bidding Documents (or any extension thereof agreed to in writing by Owner) the executed Agreement required by the Bidding Documents and any performance and payment bonds required by the Bidding Documents.
3. This obligation will be null and void if:
 - 3.1. Owner accepts Bidder's Bid and Bidder delivers within the time required by the Bidding Documents (or any extension thereof agreed to in writing by Owner) the executed Agreement required by the Bidding Documents and any performance and payment bonds required by the Bidding Documents, or
 - 3.2. All Bids are rejected by Owner, or
 - 3.3. Owner fails to issue a Notice of Award to Bidder within the time specified in the Bidding Documents (or any extension thereof agreed to in writing by Bidder and, if applicable, consented to by Surety when required by Paragraph 5 hereof).
4. Payment under this Bond will be due and payable upon default of Bidder and within 30 calendar days after receipt by Bidder and Surety of written notice of default from Owner, which notice will be given with reasonable promptness, identifying this Bond and the Project and including a statement of the amount due.
5. Surety waives notice of any and all defenses based on or arising out of any time extension to issue Notice of Award agreed to in writing by Owner and Bidder, provided that the total time for issuing Notice of Award including extensions does not in the aggregate exceed 120 days from the Bid due date without Surety's written consent.
6. No suit or action will be commenced under this Bond prior to 30 calendar days after the notice of default required in Paragraph 4 above is received by Bidder and Surety, and in no case later than one year after the Bid due date.
7. Any suit or action under this Bond will be commenced only in a court of competent jurisdiction located in the state in which the Project is located.
8. Notices required hereunder must be in writing and sent to Bidder and Surety at their respective addresses shown on the face of this Bond. Such notices may be sent by personal delivery, commercial courier, or by United States Postal Service registered or certified mail, return receipt requested, postage pre-paid, and will be deemed to be effective upon receipt by the party concerned.
9. Surety shall cause to be attached to this Bond a current and effective Power of Attorney evidencing the authority of the officer, agent, or representative who executed this Bond on behalf of Surety to execute, seal, and deliver such Bond and bind the Surety thereby.
10. This Bond is intended to conform to all applicable statutory requirements. Any applicable requirement of any applicable statute that has been omitted from this Bond will be deemed to be included herein as if set forth at length. If any provision of this Bond conflicts with any applicable statute, then the provision of said statute governs and the remainder of this Bond that is not in conflict therewith continues in full force and effect.
11. The term "Bid" as used herein includes a Bid, offer, or proposal as applicable.

Western Surety Company

POWER OF ATTORNEY APPOINTING INDIVIDUAL ATTORNEY-IN-FACT

Know All Men By These Presents, That WESTERN SURETY COMPANY, a South Dakota corporation, is a duly organized and existing corporation having its principal office in the City of Sioux Falls, and State of South Dakota, and that it does by virtue of the signature and seal herein affixed hereby make, constitute and appoint

Mark C Welle, Jason R Pribbernow, Erik A Johnson, Individually

of Fergus Falls, MN, its true and lawful Attorney(s)-in-Fact with full power and authority hereby conferred to sign, seal and execute for and on its behalf bonds, undertakings and other obligatory instruments of similar nature

- In Unlimited Amounts -

and to bind it thereby as fully and to the same extent as if such instruments were signed by a duly authorized officer of the corporation and all the acts of said Attorney, pursuant to the authority hereby given, are hereby ratified and confirmed.

This Power of Attorney is made and executed pursuant to and by authority of the By-Law printed on the reverse hereof, duly adopted, as indicated, by the shareholders of the corporation.

In Witness Whereof, WESTERN SURETY COMPANY has caused these presents to be signed by its Vice President and its corporate seal to be hereto affixed on this 25th day of June, 2021.



WESTERN SURETY COMPANY

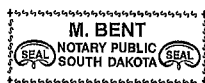
Paul T. Bruflat, Vice President

State of South Dakota }
County of Minnehaha } ss

On this 25th day of June, 2021, before me personally came Paul T. Bruflat, to me known, who, being by me duly sworn, did depose and say: that he resides in the City of Sioux Falls, State of South Dakota; that he is the Vice President of WESTERN SURETY COMPANY described in and which executed the above instrument; that he knows the seal of said corporation; that the seal affixed to the said instrument is such corporate seal; that it was so affixed pursuant to authority given by the Board of Directors of said corporation and that he signed his name thereto pursuant to like authority, and acknowledges same to be the act and deed of said corporation.

My commission expires

March 2, 2026



M. Bent, Notary Public

CERTIFICATE

I, L. Nelson, Assistant Secretary of WESTERN SURETY COMPANY do hereby certify that the Power of Attorney hereinabove set forth is still in force, and further certify that the By-Law of the corporation printed on the reverse hereof is still in force. In testimony whereof I have hereunto subscribed my name and affixed the seal of the said corporation this 13th day of December, 2023.



WESTERN SURETY COMPANY

L. Nelson, Assistant Secretary

Authorizing By-Law

ADOPTED BY THE SHAREHOLDERS OF WESTERN SURETY COMPANY

This Power of Attorney is made and executed pursuant to and by authority of the following By-Law duly adopted by the shareholders of the Company.

Section 7. All bonds, policies, undertakings, Powers of Attorney, or other obligations of the corporation shall be executed in the corporate name of the Company by the President, Secretary, and Assistant Secretary, Treasurer, or any Vice President, or by such other officers as the Board of Directors may authorize. The President, any Vice President, Secretary, any Assistant Secretary, or the Treasurer may appoint Attorneys in Fact or agents who shall have authority to issue bonds, policies, or undertakings in the name of the Company. The corporate seal is not necessary for the validity of any bonds, policies, undertakings, Powers of Attorney or other obligations of the corporation. The signature of any such officer and the corporate seal may be printed by facsimile.

LOT PROS
218-790-4489



Authority to Sign

WHEREAS, the Corporation desires to grant signing and authority to certain person(s) described hereunder.

RESOLVED, that the Board of Directors is hereby authorized and approved to grant signing and authority to conduct business to any one of the following person(s): Walter Zelinsky Jr. The foregoing signing and authority granted shall include, but shall not be limited to, the execution of Deeds, powers of attorney, transfers, assignments, contracts, obligations, certificates, and other instruments of whatever nature entered into by this corporation.

The undersigned hereby certifies that he/she is the duly elected and qualified secretary of the custodian of the books and records and seal of Lot Pros, Inc., a corporation duly formed pursuant to the laws of the state of Minnesota and that the foregoing is a true record of a resolution duly adopted at a meeting of the Board of Directors and that said meeting was held in accordance with state law and the Bylaws of the above-named Corporation on 1-01-2019, and that said resolution is now in full force and effect without modification or rescission.

IN WITNESS WHEREOF, I have executed my name as Secretary and have hereunto affixed the corporate seal of the above-named corporation this January, 1st of 2019.

Walter Zelinsky Jr.

Secretary

Task Order

In accordance with Paragraph 1.01 of the Agreement Between Owner and Engineer for Professional Services – Task Order Edition, dated March 16, 2020 ("Agreement"), Owner and Engineer agree as follows:

1. Background Data

- a. Effective Date of Task Order: October 23, 2023
- b. Owner: City of Fairmont
- c. Engineer: KLJ Engineering LLC (KLJ)
- d. Specific Project (title): Airfield Pavement Maintenance
- e. Specific Project (description): The project consists of completing pavement maintenance work on the runways, taxiways, aprons and taxilanes on the airfield.

2. Services of Engineer

The specific services to be provided or furnished by Engineer under this Task Order are as described in Attachment A – Detailed Scope of Services.

3. Additional Services

Additional Services that may be authorized or necessary under this Task Order:

- A. None.

4. Owner's Responsibilities

Owner shall have those responsibilities set forth in Article 2 of the Agreement and in Exhibit B, as well as described in Attachment A – Detailed Scope of Services.

5. Task Order Schedule

In addition to any schedule provisions provided in Exhibit A or elsewhere, the parties shall meet the schedule as described in Attachment A – Detailed Scope of Services.

6. Payments to Engineer

A. Owner shall pay Engineer for services rendered under this Task Order as follows:

Description of Service	Amount	Basis of Compensation
1. Task 2 – Design and Bidding Services	\$15,680.91	Lump Sum
2. Task 3 – Construction Administration and Observation Services	\$14,090.24	Cost plus Fixed Fee
3. Additional Services	N/A	Direct Labor Costs Times a Factor
TOTAL COMPENSATION	\$29,771.15	

Compensation items and totals based in whole or in part on Hourly Rates or Direct Labor are estimates only. Lump sum amounts and estimated totals included in the breakdown by phases incorporate Engineer's labor, overhead, profit, reimbursable expenses (if any), and Consultants' charges, if any. For lump sum items, Engineer may alter the distribution of compensation between individual phases (line items) to be consistent with services actually rendered, but shall not exceed the total lump sum compensation amount unless approved in writing by the Owner.

B. The terms of payment are set forth in Article 4 of the Agreement and in the applicable governing provisions of Exhibit C.

7. Consultants retained as of the Effective Date of the Task Order:

A. None.

8. Other Modifications to Agreement and Exhibits:

A. None.

9. Attachments:

A. Attachment A – Detailed Scope of Services

B. Attachment B – Hourly Rate and Cost Breakdown

C. Attachment C – Federal Contract Provisions

10. Other Documents Incorporated by Reference:

A. None.

11. Terms and Conditions

Execution of this Task Order by Owner and Engineer shall make it subject to the terms and conditions of the Agreement (as modified above), which Agreement is incorporated by this reference. Engineer is authorized to begin performance upon its receipt of a copy of this Task Order signed by Owner.

The Effective Date of this Task Order is October 23, 2023.

OWNER: City of Fairmont

ENGINEER: KJ Engineering LLC

By:



By:



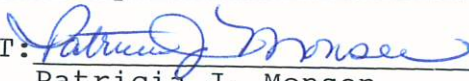
Print Name: Lee C. Baarts

Print Name: Jake Braunagel

Title: Mayor

Title: Group Leader

ATTEST:



Patricia J. Monsen
City Clerk

Engineer License or Firm's
Certificate No. (if required): _____

State of: _____

DESIGNATED REPRESENTATIVE FOR TASK ORDER:

DESIGNATED REPRESENTATIVE FOR TASK ORDER:

Name: Matthew York

Name: Jake Braunagel, PE

Title: Director of Public Works/Utilities

Title: Project Manager

Address: 100 Downtown Plaza
Fairmont, MN 56031

Address: 5110 East 57th Street
Sioux Falls, SD 57108

E-Mail
Address: myork@fairmont.org

E-Mail
Address: Jake.Braunagel@kljeng.com

Phone: 507-238-3942

Phone: 605-444-1870



Attachment A
Detailed Scope of Services
Fairmont Municipal Airport, Fairmont, Minnesota
KLJ #2305-01532
10/6/2023

Project Description

The work is to occur at Fairmont Municipal Airport in Fairmont, Minnesota, under the terms and conditions of the Agreement Between Owner and Engineer for Professional Services – Task Order Edition (Agreement) and this Task Order (Task Order #2305-01532-1) between the City of Fairmont (Owner) and KLJ Engineering LLC (Engineer).

The work shall be performed and constructed under a Minnesota Department of Transportation (MnDOT) State Grant to the City of Fairmont. It is anticipated that no federal funding will be used on the project. Therefore, no effort has been included in this Detailed Scope of Services for tasks related to meeting federal requirements.

The project consists of Airfield Pavement Maintenance including joint/crack repair and large crack repair. The project will focus on pavement maintenance of both runways and will have alternate bid schedules for parallel/connecting taxiways, aprons and taxilanes that can be selected based on funds available. Based on the anticipated construction costs falling below the threshold for advertisement and public bidding (\$175,000.00), it is assumed that soliciting quotes from potential contractors will be sufficient.

Detailed Scope of Services to be completed includes the following:

- Task 2 – Design and Bidding Services
- Task 3 – Construction Administration and Observation Services

Although the Engineer shall perform construction administration and observation on this project, the Contractor is responsible for the means and methods of construction. The Engineer has no control over the Contractor's work product.

The Engineer shall perform the work under this Task Order with regulations that are current as of the effective date of the Task Order. Changes to the regulations after the date of this Task Order shall be addressed per Article 6.01.E of the Agreement.

Project Schedule

The Engineer shall complete the Design and Bidding Services by December 1, 2023. The Engineer shall complete the total contract within 90 days after final construction acceptance. Schedule and fee are based on MnDOT funding for the project being approved for construction in 2024. If funding does not become available for 2024 construction, timelines may be revised accordingly.

Project Administration

Project Scoping Meeting with Owner. The Engineer shall attend a meeting to discuss project scoping and airport capital improvements plan with the Owner at via teleconference (1 meeting). It is estimated that up to 1 hour will be needed for meeting preparation, meeting attendance, and meeting minutes per staff member. The following staff are anticipated to attend:

- Project Manager

Prepare Project Detailed Scope of Services and Schedule. The Engineer shall prepare a Detailed Scope of Services and preliminary schedule based on the information obtained during the Owner scoping meeting. Engineer shall submit the Detailed Scope of Services and schedule to the Owner and State for review and make applicable modifications as agreed upon.

Engineering Detailed Scope of Services and Hour Negotiations. Upon Detailed Scope of Services approval from the Owner and State, the Engineer shall prepare a detailed hour breakdown with the associated fees for review by the Owner.

Agreement for Professional Services. The Engineer shall compile the Agreement for Professional Services Task Order, complete an internal review, and execution of the Agreement for approval by the Owner.

Project Management

Overall Project Management. The Engineer shall provide project management services to manage the completion of the project within the conditions of this Task Order. Project management is crucial to the success of all projects. The Engineer has identified Jake Braunagel, PE as the project manager for the project. Project management is the discipline of planning, organizing, and managing resources to successfully meet this project's objectives and goals. It is the project manager's responsibility to notify the Owner of any issues, problems, or concerns regarding the project; the delegation of all activities to the project team; and handling all subconsultant coordination. In addition, if any items arise during the duration of the project that are outside this Detailed Scope of Services of work, the project manager shall address them with the Owner.

Project Startup Meeting. The Engineer shall conduct an internal kickoff meeting with staff consisting of all design team members to review the project and prepare for design activities.

Project Budget Setup. The Project Manager shall coordinate with the internal accounting staff to establish the internal budgets.

Monthly Budget Review. The Project Manager shall review budgets and budget projections monthly and coordinate any known issues with the Owner. This project is anticipated to have a 9-month duration.

Monthly Invoicing. The Project Manager shall prepare billings of project accounting. This project is anticipated to have a 9-month duration.

MnDOT Grant Administration / Assistance

Prepare and Submit MnDOT Grant Request. The Engineer shall prepare and submit the MnDOT grant request for the project.

MnDOT Grant Coordination / Reimbursement Processing. It is anticipated that the Owner will submit periodic MnDOT credit applications required for the Owner to receive reimbursement for project eligible costs through the Owner's State grant. Therefore, no effort has been included in this Detailed Scope of Services for this task.

Project Pre-Design

Site Visit, Investigations, and Data Collection. The Engineer shall investigate existing conditions through site visits and as-built drawings supplied by the Owner, to determine scope of work and effects on design construction. The Engineer shall compile existing data, including existing and proposed utility data, required to develop the project current conditions and to form the basis for design. It is assumed that the Engineer shall not perform any subsurface investigations to verify the locations of underground utilities. The utility investigation shall be based on as-built documentation provided by the Owner, plus topographic survey information of surface features gathered by the Engineer. The Engineer shall advise the Owner as to the necessity of obtaining additional information related to the site, necessary for purposes of design.

Coordinate Preliminary Soils Investigation. No solicitation and coordination of soils borings is included in the Detailed Scope of Services.

Preliminary Survey and Base Map Preparation. It is anticipated that no Preliminary Survey shall be required for this project. Therefore, no effort has been included in this Detailed Scope of Services for this task.

Develop and Submit Environmental Checklist. It is anticipated that no Environmental Documentation shall be required for this project. Therefore, no effort has been included in this Detailed Scope of Services for this task.

Update Airport Layout Plan (ALP) Drawings. It is anticipated that no ALP Update shall be required for this project. Therefore, no effort has been included in this Detailed Scope of Services for this task.

Preliminary Plans and Specifications

Preliminary Plan Sheets. The Engineer shall prepare a plan set to address the necessary improvements and to depict the preliminary design elements. The plan set to include the following drawings:

- Cover Sheet
- Sheet Index
- Project Work Description and Basis of Estimate
- Construction Safety and Phasing Plan
- Construction Safety and Phasing Plan Details and Notes
- General Project and Construction Notes
- Crack Sealing Layout
- Crack Sealing Details

Prepare Preliminary Contract Documents. The Engineer shall prepare preliminary contract documents. The Owner shall provide a legal review of the Agreement Between Owner and Contractor template that is provided by the Engineer to make sure that it complies with local, state, and federal law. The Engineer shall use contract provisions prepared for the Owner and modify as applicable for this project. Documents to include consist of the following:

- Solicitation for Quotes
- Instruction to Bidders
- Bid Proposal
- Agreement between Owner and Contractor
- Federal Contract Provisions
- MnDOT Labor Standards
- Statement of Compliance Federal Copeland Act/Davis Bacon Act Minnesota Prevailing Wage Statutes
- MnDOT Truck Rental Rates
- Final Review and Acceptance Document
- General and Supplementary Conditions of the Construction Contract

Prepare Technical Specifications. The Engineer shall prepare preliminary technical specifications for the identified items of work.

Prepare Preliminary Estimate of Construction Cost. The Engineer shall prepare a preliminary estimate of construction costs. Construction costs shall be developed based on research of local suppliers and material availability and recent bid tabulations for similar work in the region.

Prepare Preliminary Construction Schedule. The Engineer shall prepare a preliminary schedule of construction activities based on the preliminary phasing plan with construction durations based on average production rates for completion of the major project work elements.

Preliminary Internal Plans and Specifications Review. The Engineer shall conduct an internal preliminary plans and specifications review of the design completed in the Preliminary Engineering Phase of the project.

Final Plans and Specifications

Prepare Final Plans. The Engineer shall complete the development of the drawings for final review, which is intended to be a complete set, pending final review and approval by the Owner. The plan set is to include the drawings referenced above.

Prepare Final Contract Documents / Technical Specifications. The Engineer shall complete the development of the specifications for final review, which is intended to be a complete set, pending final review and approval by the Owner.

Prepare Final Construction Safety and Phasing Plan. The Engineer shall finalize the Construction Safety Phasing Plan to include airside traffic control plan and submit the plan to the FAA for review and approval.

Update Final Quantities and Construction Cost Estimate. The Engineer shall update the opinion of construction costs and determine the bid schedule of work.

Update Construction Schedule. The Engineer shall finalize the construction schedule for use in the contract documents.

Final Internal Plans and Specifications Review. The Engineer shall conduct an internal final plans and specifications review of the design completed in the final design stage of the project.

Final Plans and Specifications Revisions. The Engineer shall complete the development of the drawings to 100% completion, which is intended to be a complete set in pending final review and approval by the Owner.

Bidding Services

Print and Distribute Plans and Specifications. The Engineer shall print and issue the Bid Documents to prospective bidders.

Bid Invitations. The Engineer shall coordinate with the Owner as to which prospective bidders should receive a solicitation package.

Document and Respond to Contractor Questions. The Engineer shall maintain a record of Contractor requests and questions along with the corresponding response.

Create and Maintain Plan Holders List. The Engineer shall maintain a plan holders list as plans and specifications are issued to Contractors.

Issue Addenda. The Engineer shall issue written addenda as appropriate to interpret, clarify, or expand the bidding documents. The Engineer shall send the written addenda to all plan holders who received plans and specifications from the Engineer.

Prepare Bid Tabulation. The Engineer shall prepare a bid tabulation following the receipt of quotes.

Bidder Contractual Requirements Review. The Engineer shall review bidder responsiveness, responsibility, and completeness of submittal. The Engineer shall advise the Owner when an issue may need the review of the Owner's legal representative.

Prepare Recommendations of Award. The Engineer shall advise the Owner as to the acceptability of subcontractors and other persons and organizations proposed by the prime Contractor(s) for those portions of the work as to which such acceptability is required by the bidding documents. The Engineer shall make recommendations for award for one (1) contract.

Prepare Award and Construction Contract Documents. The Engineer shall prepare the awarding contracts for construction, materials, equipment, and services for one (1) contract. Items shall include a written Notice of Award, coordination of the Agreement Between Owner and Contractor, and Notice to Proceed for submittal and approval by the Owner. The Owner shall provide a legal review of the Agreement Between Owner and Contractor that is provided by the Engineer to make sure that it complies with local, state, and federal law.

Construction Administration

Prepare and Conduct Pre-Construction Meeting. Conduct a pre-construction meeting at the Airport. The Engineer shall prepare the pre-construction meeting agenda, conduct the pre-construction meeting, and site visit at the Airport. The detailed discussion of the project to include:

- Roles and responsibilities
- Contractor's representatives
- Schedules
- Safety
- Resident Engineer's role
- Labor requirements
- Environmental and materials storage
- Plans and Specifications
- Materials certification requirements
- Shop drawing requirements
- Subcontractor(s)

It is estimated that up to 6 hours will be needed for meeting preparation, meeting attendance, and meeting minutes per staff member. The following staff are anticipated to attend:

- Project Manager
- Resident Engineer (Engineer in Training II)

Shop Drawing / Certification Review. Review Contractor shop drawings and certifications for compliance with the project plans and specifications. Issue the appropriate response to the Contractor.

- Estimate based on up to 2 reviews of 2 submittals (average of 0.5 hour each for review, response, and filing in project records) total for the project.

Review Contractor Requests for Information (RFI) and Responses. Review Contractor requests for information. Coordinate with Owner staff as applicable and issue the written response to the Contractor.

- Estimate based on responses to up to 1 RFI (average of 1 hours each for review, response, and filing in project records) total for the project.

Prepare Change Orders. The Engineer shall prepare change orders for modifications to the Contractors work, payment, or schedule as the issue arise during the construction phase.

- Estimate based on up to 1 change order total for the taking approximately 2 hours to prepare and coordinate signatures.

Prepare Periodical Estimates. The Engineer shall prepare periodical pay estimates based on the Contractor's completed and accepted work on the project at a frequency agreed upon by the Owner and the Contractor.

- Estimate based on up to 1 pay estimate total for the project with each pay estimate taking approximately 2 hours to prepare and coordinate signatures.

Project Records and Payrolls. Maintain a record of all the project documents and correspondence. Conduct a review of the Contractor and subcontractor payrolls for conformance with the project wage rates and regulations.

- Estimate based on 1 month of payroll records averaging 2 hours per month.

Weekly Construction Progress Meetings. It is anticipated that no Weekly Construction Progress Meetings shall be required for this project. Therefore, no effort has been included in this Detailed Scope of Services for this task.

Conduct Substantial / Punch List Inspection of Project. The Engineer shall coordinate with the Owner and the Contractor to conduct a pre-final inspection with the parties and prepare the final inspection punch list. The Engineer shall verify that punch list items have been completed and recommend to the Owner acceptance of the work. The following engineering staff members are anticipated to attend this inspection:

- Project Manager
- Resident Engineer (Engineer in Training II) (already on-site and time included in other tasks)

Conduct Final Inspection of Project. The Engineer shall coordinate with the Owner and Contractor to conduct a final inspection meeting at the Airport. The Engineer shall follow-up on any new deficiencies that are identified or punch list items that have not been satisfactorily corrected. The following engineering staff members are anticipated to attend this inspection:

- Project Manager

Construction Observation

Construction Surveying—General. It is anticipated that no Survey work shall be required for this project. Therefore, no effort has been included in this Detailed Scope of Services for this task.

Observation - Full Time and Periodic. The Engineer shall provide full time construction observation for this project. It is estimated at this time that 6 working days be allowed for the project. If the actual construction time exceeds that estimate, additional construction observation time shall be required, and the Engineer's fee shall be equitably adjusted.

- Construction time to complete the project is estimated at 6 working days. The Engineer estimates that the Resident Observer shall be on-site for an estimated 6 working days at 10 hours per day. Travel time was estimated at 1 round trip at 4 hours per trip for the Resident Observer (based in Sioux Falls, SD).

Owner's Responsibilities

Project Representative. The Owner shall designate a Project Representative with authority to administer the Engineer's consultant contract. All requests for information or a decision by the Owner on any aspect of the work shall be directed to the Owner's Project Representative.

Submittal Reviews. The Owner shall review submittals by the Engineer and provide prompt decisions and responses to questions to minimize delay in the progress of the Engineer's work.

Agreement Between Owner and Contractor. The Owner shall provide a legal review of the Agreement Between Owner and Contractor template that is provided by the Engineer to make sure that it complies with local, state, and federal law.

Attachment B
Fairmont Municipal Airport
Fairmont, Minnesota
KLJ #2305-01532
Hourly Rate and Cost Breakdown



PHASE: Preliminary and Design Services

PROJECT: Airfield Pavement Rehabilitation

KLJ Title	Project Manager	Associate Project Manager	Engineer in Training II	Project Assistant I	Contract Administrator						Task Direct Labor Cost
Project Administration											
Project Scoping Meeting with Owner	1										\$ 63.00
Prepare Project Detailed Scope of Services and Schedule		1									\$ 52.00
Engineering Detailed Scope of Services and Hour Negotiations		1									\$ 52.00
Agreement for Professional Services	0.5	0.5			0.5						\$ 74.00
											\$ -
Subtotal											\$ 241.00
Project Management											
Overall Project Management	4										\$ 252.00
Project Startup Meeting	1		1								\$ 98.00
Project Budget Setup		0.5		1							\$ 46.00
Monthly Budget Review	4.5			4.5							\$ 373.50
Monthly Invoicing	4.5			4.5							\$ 373.50
											\$ -
Subtotal											\$ 1,143.00
MnDOT Grant Administration / Assistance											
Prepare and Submit MnDOT Grant Request	0.5	0.5									\$ 57.50
MnDOT Grant Coordination / Reimbursement Processing											\$ -
											\$ -
Subtotal											\$ 57.50
Project Pre-Design											
Site Visit, Investigations, and Data Collection	6										\$ 378.00
Coordinate Preliminary Soils Investigation											\$ -
Preliminary Survey and Base Map Preparation											\$ -
Develop and Submit Environmental Checklist											\$ -
Update Airport Layout Plan (ALP) Drawings											\$ -
											\$ -
Subtotal											\$ 378.00
Preliminary Plan and Specifications											
Preliminary Plan Sheets											
Cover Sheet			0.5								\$ 17.50
Sheet Index			0.5								\$ 17.50
Project Work Description and Basis of Estimate			0.5								\$ 17.50
Construction Safety and Phasing Plan	0.5	0.5	3								\$ 162.50
Construction Safety and Phasing Plan Details and Notes		1	1								\$ 87.00
General Project and Construction Notes		1	1								\$ 87.00
Crack Sealing Layout			2								\$ 70.00
Crack Sealing Details			1								\$ 35.00
Prepare Preliminary Contract Documents		1	2								\$ 122.00

Attachment B
Fairmont Municipal Airport
Fairmont, Minnesota
KLJ #2305-01532
Hourly Rate and Cost Breakdown



PHASE: Preliminary and Design Services

PROJECT: Airfield Pavement Rehabilitation

KLJ Title	Project Manager	Associate Project Manager	Engineer in Training II	Project Assistant I	Contract Administrator						Task Direct Labor Cost
Prepare Technical Specifications		0.5	1								\$ 61.00
Prepare Preliminary Estimate of Construction Cost		0.5	1								\$ 61.00
Prepare Preliminary Construction Schedule	0.5	1									\$ 83.50
Preliminary Internal Plans and Specifications Review	2										\$ 126.00
											\$ -
Subtotal											\$ 947.50
Final Plans and Specifications											
Prepare Final Plans											
Cover Sheet			0.5								\$ 17.50
Sheet Index			0.5								\$ 17.50
Project Work Description and Basis of Estimate			0.5								\$ 17.50
Construction Safety and Phasing Plan			2								\$ 70.00
Construction Safety and Phasing Plan Details and Notes			1								\$ 35.00
General Project and Construction Notes			1								\$ 35.00
Crack Sealing Layout			1								\$ 35.00
Crack Sealing Details			0.5								\$ 17.50
Prepare Final Contract Documents / Technical Specifications	0.5	0.5	1								\$ 92.50
Prepare Final Construction Safety and Phasing Plan	0.5	0.5	1								\$ 92.50
Update Final Quantities and Construction Cost Estimate	0.5	0.5	1								\$ 92.50
Update Construction Schedule	0.5	0.5									\$ 57.50
Final Internal Plans and Specifications Review	4	4	4								\$ 600.00
Final Plans and Specifications Revisions			4								\$ 140.00
											\$ -
Subtotal											\$ 1,320.00
Bidding Services											
Print and Distribute Plans and Specifications				4							\$ 80.00
Bid Invitations	1										\$ 63.00
Document and Respond to Contractor Questions	1										\$ 63.00
Create and Maintain Plan Holder's List				1							\$ 20.00
Issue Addenda	1		1								\$ 98.00
Prepare Bid Tabulation				1							\$ 20.00
Bidder Contractual Requirements Review	1			1							\$ 83.00
Prepare Recommendations of Award	1										\$ 63.00
Prepare Award and Construction Contract Documents	2										\$ 126.00
											\$ -
Subtotal											\$ 616.00

Attachment B
Fairmont Municipal Airport
Fairmont, Minnesota
KLJ #2305-01532
Hourly Rate and Cost Breakdown



PHASE: **Preliminary and Design Services**

PROJECT: **Airfield Pavement Rehabilitation**

KLJ Title	Project Manager	Associate Project Manager	Engineer in Training II	Project Assistant I	Contract Administrator						Task Direct Labor Cost
Total Hours	38	15	33.5	17	0.5	0	0	0	0	0	
Hourly Rate	\$63.00	\$52.00	\$35.00	\$20.00	\$33.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	

Direct Labor Total	\$	4,703.00
Indirect Labor Total (1.8969 Overhead Rate)	\$	8,921.12
Direct and Indirect Labor Total	\$	13,624.12
Fixed Fee (15%)	\$	2,043.62
Cost of Facilities (0.28%)	\$	13.17
Subtotal	\$	15,680.91

Expenses				
Air Charter		per trip @		trips
Per Diem	\$ 150.00	per day @		days
Vehicle Usage	\$ 20.00	per day @		days
Materials and Supplies				
Subconsultants				
Other Expenses				

Expenses Total \$ -

Preliminary and Design Services Total Cost \$ 15,680.91

Attachment B
Fairmont Municipal Airport
Fairmont, Minnesota
KLJ #2305-01532
Hourly Rate and Cost Breakdown



PHASE: **Construction Administration / Construction Observation**
PROJECT: **Airfield Pavement Rehabilitation**

KLJ Title	Project Manager	Associate Project Manager	Engineer in Training II	Project Assistant I							Task Direct Labor Cost
Construction Administration											
Prepare and Conduct Pre-Construction Meeting											
Meeting Preparation	0.5		0.5								\$ 49.00
Participate in Meeting (including travel)	5		5								\$ 490.00
Prepare and File Meeting Minutes	0.5		0.5								\$ 49.00
Shop Drawing / Certification Review	0.5	0.5	1								\$ 92.50
Review Contractor Requests for Information (RFI) and Responses	0.5		0.5								\$ 49.00
Prepare Change Orders	1	0.5	0.5								\$ 106.50
Prepare Periodical Estimates	0.5		1.5								\$ 84.00
Project Records and Payrolls				2							\$ 40.00
Weekly Construction Progress Meetings											\$ -
Conduct Substantial / Punch List Inspection of Project											
Meeting Preparation	0.5										\$ 31.50
Participate in Meeting (including travel)	5										\$ 315.00
Prepare and File Meeting Minutes	0.5										\$ 31.50
Conduct Final Inspection of Project											
Meeting Preparation	0.5										\$ 31.50
Participate in Meeting (including travel)	5										\$ 315.00
Prepare and File Meeting Minutes	0.5										\$ 31.50
											\$ -
Subtotal											\$ 1,716.00
Construction Observation											
Construction Surveying - General											\$ -
Observation - Full Time and Periodic			64								\$ 2,240.00
											\$ -
Subtotal											\$ 2,240.00
Total Hours	20.5	1	73.5	2	0	0	0	0	0	0	
Hourly Rate	\$63.00	\$52.00	\$35.00	\$20.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	

Direct Labor Total \$ 3,956.00
Indirect Labor Total (1.8969 Overhead Rate) \$ 7,504.14
Direct and Indirect Labor Total \$ 11,460.14
Fixed Fee (15%) \$ 1,719.02
Cost of Facilities (0.28%) \$ 11.08

Expenses					
Per Diem	\$ 150.00	per day @	6	days	\$ 900.00

Subtotal \$ 13,190.24
Expenses Total \$ 900.00

Construction Administration / Construction Observation Total Cost \$ 14,090.24

Total Cost - Preliminary and Design Services, Construction Administration / Construction Observation \$ 29,771.15

Attachment C

Federal Contract Provisions

A1 CIVIL RIGHTS - GENERAL

49 USC § 47123

GENERAL CIVIL RIGHTS PROVISIONS

In all its activities within the scope of its airport program, the Contractor agrees to comply with pertinent statutes, Executive Orders, and such rules as identified in Title VI List of Pertinent Nondiscrimination Acts and Authorities to ensure that no person shall, on the grounds of race, color, national origin (including limited English proficiency), creed, sex (including sexual orientation and gender identity), age, or disability be excluded from participating in any activity conducted with or benefiting from Federal assistance.

This provision is in addition to that required by Title VI of the Civil Rights Act of 1964.

The above provision binds the Contractor and subcontractors from the bid solicitation period through the completion of the contract.

A2 CIVIL RIGHTS – TITLE VI ASSURANCE

49 USC § 47123

FAA Order 1400.11

COMPLIANCE WITH NONDISCRIMINATION REQUIREMENTS:

During the performance of this contract, the Contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the “Contractor”), agrees as follows:

1. **Compliance with Regulations:** The Contractor (hereinafter includes consultants) will comply with the Title VI List of Pertinent Nondiscrimination Acts and Authorities, as they may be amended from time to time, which are herein incorporated by reference and made a part of this contract.
2. **Nondiscrimination:** The Contractor, with regard to the work performed by it during the contract, will not discriminate on the grounds of race, color, national origin (including limited English proficiency), creed, sex (including sexual orientation and gender identity), age, or disability in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The Contractor will not participate directly or indirectly in the discrimination prohibited by the Nondiscrimination Acts and Authorities, including employment practices when the contract covers any activity, project, or program set forth in Appendix B of 49 CFR part 21.
3. **Solicitations for Subcontracts, including Procurements of Materials and Equipment:** In all solicitations, either by competitive bidding or negotiation made by the Contractor for work to be performed under a subcontract, including procurements of materials, or leases of equipment, each potential subcontractor or supplier will be notified by the Contractor of the

contractor's obligations under this contract and the Nondiscrimination Acts and Authorities on the grounds of race, color, or national origin.

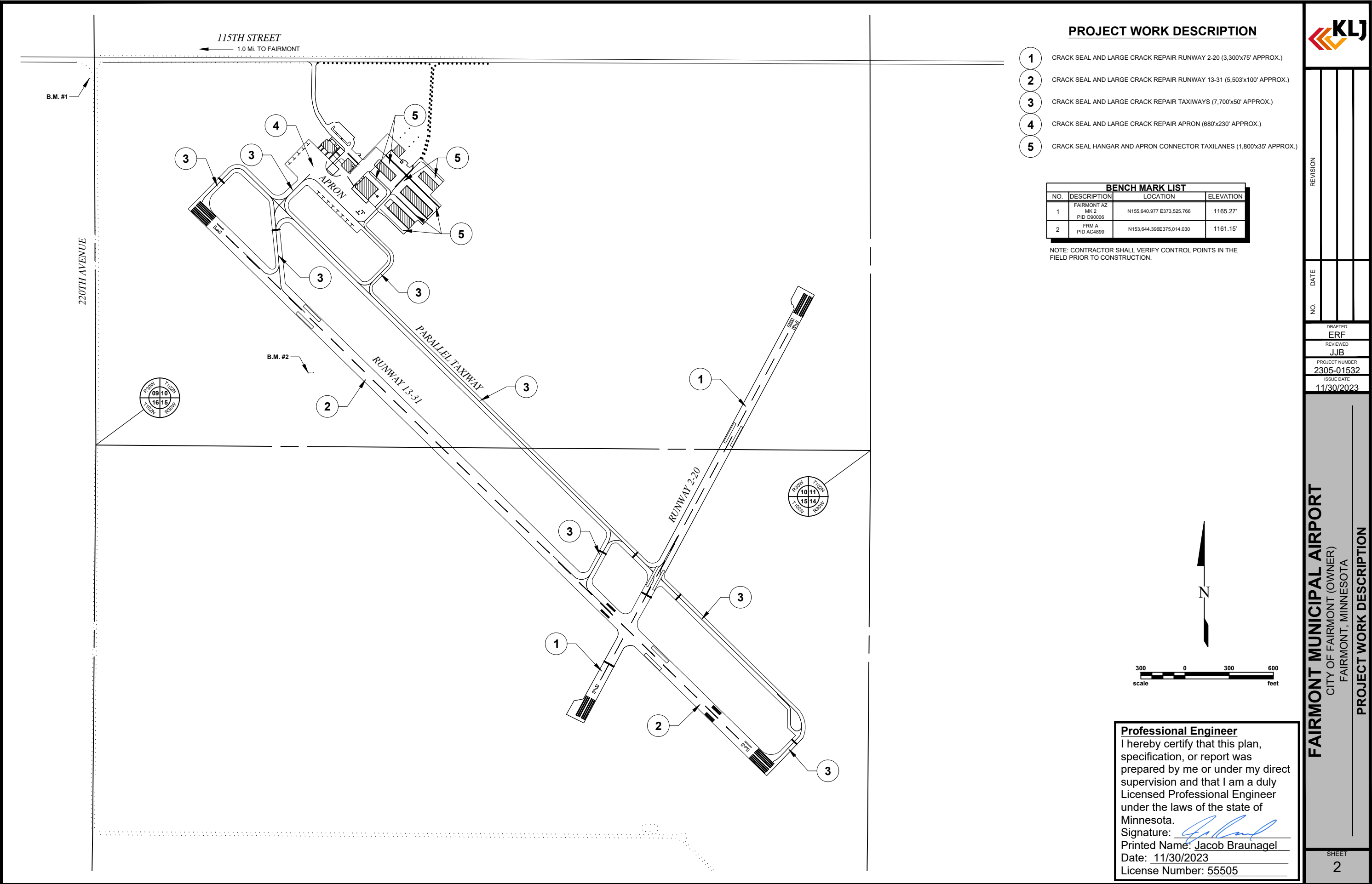
4. **Information and Reports:** The Contractor will provide all information and reports required by the Acts, the Regulations, and directives issued pursuant thereto and will permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the Sponsor or the Federal Aviation Administration to be pertinent to ascertain compliance with such Nondiscrimination Acts and Authorities and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish the information, the Contractor will so certify to the Sponsor or the Federal Aviation Administration, as appropriate, and will set forth what efforts it has made to obtain the information.
5. **Sanctions for Noncompliance:** In the event of a Contractor's noncompliance with the non-discrimination provisions of this contract, the Sponsor will impose such contract sanctions as it or the Federal Aviation Administration may determine to be appropriate, including, but not limited to:
 - a. Withholding payments to the Contractor under the contract until the Contractor complies; and/or
 - b. Cancelling, terminating, or suspending a contract, in whole or in part.
6. **Incorporation of Provisions:** The Contractor will include the provisions of paragraphs one through six in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Acts, the Regulations, and directives issued pursuant thereto. The Contractor will take action with respect to any subcontract or procurement as the Sponsor or the Federal Aviation Administration may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, that if the Contractor becomes involved in, or is threatened with litigation by a subcontractor, or supplier because of such direction, the Contractor may request the Sponsor to enter into any litigation to protect the interests of the Sponsor. In addition, the Contractor may request the United States to enter into the litigation to protect the interests of the United States.

TITLE VI LIST OF PERTINENT NONDISCRIMINATION ACTS AND AUTHORITIES

During the performance of this contract, the Contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the "Contractor") agrees to comply with the following non-discrimination statutes and authorities; including but not limited to:

- Title VI of the Civil Rights Act of 1964 (42 USC § 2000d et seq., 78 stat. 252) (prohibits discrimination on the basis of race, color, national origin);
- 49 CFR part 21 (Non-discrimination in Federally-Assisted programs of the Department of Transportation—Effectuation of Title VI of the Civil Rights Act of 1964);
- The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 USC § 4601) (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);

- Section 504 of the Rehabilitation Act of 1973 (29 USC § 794 et seq.), as amended (prohibits discrimination on the basis of disability); and 49 CFR part 27 (Nondiscrimination on the Basis of Disability in Programs or Activities Receiving Federal Financial Assistance);
- The Age Discrimination Act of 1975, as amended (42 USC § 6101 et seq.) (prohibits discrimination on the basis of age);
- Airport and Airway Improvement Act of 1982 (49 USC § 47123), as amended (prohibits discrimination based on race, creed, color, national origin, or sex);
- The Civil Rights Restoration Act of 1987 (PL 100-259) (broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, the Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms “programs or activities” to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not);
- Titles II and III of the Americans with Disabilities Act of 1990 (42 USC § 12101, et seq) (prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities) as implemented by U.S. Department of Transportation regulations at 49 CFR parts 37 and 38;
- The Federal Aviation Administration’s Nondiscrimination statute (49 USC § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex);
- Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations (ensures nondiscrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations);
- Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs [70 Fed. Reg. 74087 (2005)];
- Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 USC § 1681, et seq).





STAFF MEMO

Prepared by: Interim City Administrator	Meeting Date: 01/08/24	<input type="checkbox"/> Consent Agenda Item <input checked="" type="checkbox"/> Regular Agenda Item <input type="checkbox"/> Public Hearing	Agenda Item # 9.6
Reviewed by: Interim Administrator	Item: Consideration of approving CA appointment of Betsy Steuber to the position of City Clerk upon the retirement of the current City Clerk		
Presented by: Interim Administrator	Action Requested: Motion to approve appointment of Betsy Steuber to the position of City Clerk upon the retirement of the current City Clerk.		
Vote Required: <input checked="" type="checkbox"/> Simple Majority <input type="checkbox"/> Two Thirds Vote <input type="checkbox"/> Roll Call	Staff Recommended Action: Same as above Board/Commission/Committee Recommendation: NA		

PREVIOUS COUNCIL ACTION

None

REFERENCE AND BACKGROUND

The Interim City Administrator requests that the City Council consider approving his appointment of Betsy Steuber to the position of City Clerk upon the retirement of the current City Clerk. Approval by the City Council of the City Administrator appointment of the City Clerk is a requirement of a recent City Charter amendment.

Following are reasons supporting approval of the appointment.

- Hiring from within is consistent with the Personnel Policy which guides the organization to hire from within when a qualified candidate is available.
- Steuber is certainly a qualified candidate. She has been employed with the City full time 20 years and started as a part time seasonal employee. She is currently the Community Services Coordinator having demonstrated a strong work ethic, team orientation and administrative capabilities.
- In accordance with succession planning best practices, some time ago she was identified as Patty's future replacement and has been provided training and education accordingly. She has attended the LMC first year City Clerk training and been working for her MN certified clerk certification. In addition, with her role as Patty's back up over the years, Patty has mentored her on various aspects of the position.

- Steuber has experience administering the complex election process having assisted with six election cycles. Her familiarity with the process will enable her to successfully administer elections, which is a huge and important part of the job.
- Based on her longstanding successful record as a City Employee, she has developed trust and confidence among her team members.
- Appointing her to the position shows that helping the organization by working hard and taking on new responsibilities has its rewards.
- In my opinion, based on her track record and my interview with her, I believe she has the background, knowledge, aptitude, and ambition to be highly successful in the position.

BUDGET IMPACT

NA

RECOMMENDATION

The City Administrator requests that the City Council approve the appointment of Betsy Steuber to the position of City Clerk for reasons noted above. Opening up the position to others was considered but not done due to the availability of a proven, well-qualified, capable and trusted internal candidate who will serve the City well for years to come.

SUPPORTING DATA/ATTACHMENTS



STAFF MEMO

Prepared by: FEDA - Coordinator	Meeting Date: 01/08/24	<input type="checkbox"/> Consent Agenda Item <input checked="" type="checkbox"/> Regular Agenda Item <input type="checkbox"/> Public Hearing	Agenda Item # 9.7
Reviewed by: Jeff O'Neill – Interim City Administrator	Item: Consideration of approving an update to the Demolition Program Guidelines		
Presented by: FEDA - Coordinator	Action Requested: Motion to approve the guidelines as presented or modified as desired by the City Council.		
Vote Required: <input type="checkbox"/> Simple Majority <input type="checkbox"/> Two Thirds Vote <input type="checkbox"/> Roll Call	Staff Recommended Action: Same as above. Board/Commission/Committee Recommendation:		

PREVIOUS COUNCIL ACTION

City Council learned that certain requests for funding were made after the structures were demolished. Although the structures demolished before Council action would have qualified, City Council needs to approve of funding prior to demolition.

REFERENCE AND BACKGROUND

The purpose of the City of Fairmont's Demolition Grant program is protect property values in neighborhoods by encouraging demolition of blighted structures. The Demolition Program statement was reviewed by staff, and it was recommended that changes should be made to more clearly describe eligibility and spell out the sequence of actions for the program as well as who is able to perform the demolition. These changes were made, and staff recommends approving the new guidelines for this program.

With the changes as made, the policy provides additional assurance that public funds are being used to accomplish an important public purpose.

BUDGET IMPACT

The City budgets \$85,000/year to this program.

SUPPORTING DATA/ATTACHMENTS

Financial Assistance for the Demolition of Blighted Properties Program Guidelines



City of Fairmont
Financial Assistance for the Demolition of Blighted Properties
Program Guidelines

The purpose of the City of Fairmont's Demolition Grant program is protect property values in neighborhoods through encouraging demolition of blighted structures. The encouragement is in the form of financial assistance to Owners/Developers/Contractors for funding portion of the cost to demolish substandard or dilapidated residential and commercial structures.

The program is not intended to subsidize removal of structures that are not substandard or do not have a blighting influence on the neighborhood. Similarly, it is not intended for removing non-blighted serviceable structures in order for the owner to better utilize property for another purpose.

The demolition of substandard structures must be completed within one year following approval. The City reserves the right to grant extensions of time under extenuating circumstances.

Grant Amount:

Up to 50% grant of the project cost with a Maximum of \$5,000 for residential structures and \$10,000 for commercial structures, while budgeted funds are available.

Eligibility Criteria

- Ownership of property
- Structure is located inside city limits of the City of Fairmont
- Structures eligible - Uninhabitable, vacant, blighted
- The property owner is current on property taxes
- The structure is a permanent structure
- City Council approval of application required in advance of demolition.

Eligible Use of Funds

- Demolition
- Disposal

Program Terms and Requirements

Application:

- Completion of application for the purpose of assisting the City Council in determining eligibility under this policy
- Proof of ownership
- Copy of itemized estimates for demolition and disposal costs from independent contractors
- Photos of the structure to be demolished



City of Fairmont
Financial Assistance for the Demolition of Blighted Properties
Program Guidelines

Upon City Council Approval:

- ☐ Obtain an approved demolition permit and asbestos inspection before work begins
Doug Harstad | 507-238-3947 | धारstad@fairmont.org
- ☐ Obtain an approved land disturbance permit before work begins
Hannah Neusch | 507-238-3953 | hneusch@fairmont.org
- ☐ Complete demolition of structure within one year
- ☐ Submit itemized copies of paid invoices
- ☐ Foundation and building site restoration complete and inspected

Financial assistance will be paid by the City upon completion of the above checklist and demolition, successful inspection(s) of the project and after submittal of the paid invoice(s). Demolition by the owner is not eligible for this program.

For the purpose of this program, a permanent structure is defined as permanent, with a fixed location on the ground. Examples include residential structure, garage, mobile home, or commercial structure.

All applications will be submitted to City Council for approval. Applications are reviewed and approved based upon a first come first served basis, pending funding availability.



STAFF MEMO

Prepared by: Paul Hoyer, Finance Director	Meeting Date: January 8, 2024	<input type="checkbox"/> Consent Agenda Item <input checked="" type="checkbox"/> Regular Agenda Item <input type="checkbox"/> Public Hearing	Agenda Item # 9.8
Reviewed by: Jeff O'Neil, Interim Administrator	Item: Consideration of approving the Earned Sick and Safe Time Policy		
Presented by: Paul Hoyer, Finance Director	Action Requested: Motion to approve the Earned Sick and Safe Time policy		
Vote Required: <input checked="" type="checkbox"/> Simple Majority <input type="checkbox"/> Two Thirds Vote <input type="checkbox"/> Roll Call	Staff Recommended Action: Approve ESST Policy Board/Commission/Committee Recommendation: NA		

PREVIOUS COUNCIL ACTION

NA

REFERENCE AND BACKGROUND

Effective January 1, 2024, Minnesota's earned sick and safe time law requires employers to provide paid leave to employees who work in the state that can be used for certain reasons, including when an employee is sick, to care for a sick family member or to seek assistance if an employee or their family member has experienced domestic abuse, sexual assault or stalking.

An employee is eligible for sick and safe time if they work at least 80 hours in a year in Minnesota and are not an independent contractor. An employee earns one hour of sick and safe time for every 30 hours worked and can earn a maximum of 48 hours each year unless the employer agrees to a higher amount.

BUDGET IMPACT

Full time employees will not be receiving any additional sick leave hours, but they will have an expanded eligible use of sick leave. This will be a new benefit added for our part time employees. The budget impact is expected to be minimal.

SUPPORTING DATA/ATTACHMENTS

1. Earned Sick and Safe Time Policy

EARNED SICK AND SAFE TIME (ESST)

Pursuant to Minnesota's Earned Sick and Safe Time Law, all employees who perform work for at least 80 hours in a year, including temporary and part-time, are entitled to Earned Sick and Safe Time (ESST). ESST will be paid at the same hourly rate an employee earns when they are working. ESST hours will not count as hours worked for the purposes of any overtime calculation.

All employees can use their ESST for reasons such as:

- the employee's mental or physical illness, treatment or preventive care;
- a family member's mental or physical illness, treatment or preventive care;
- absence due to domestic abuse, sexual assault or stalking of the employee or a family member;
- closure of the employee's workplace due to weather or public emergency or closure of a family member's school or care facility due to weather or public emergency; and
- when determined by a health authority or health care professional that the employee or a family member is at risk of infecting others with a communicable disease.

All employees may use their ESST for the following family members:

1. their child, including foster child, adult child, legal ward, child for whom the employee is legal guardian or child to whom the employee stands or stood in loco parentis (in place of a parent);
2. their spouse or registered domestic partner;
3. their sibling, stepsibling or foster sibling;
4. their biological, adoptive or foster parent, stepparent or a person who stood in loco parentis (in place of a parent) when the employee was a minor child;
5. their grandchild, foster grandchild or step-grandchild;
6. their grandparent or step-grandparent;
7. a child of a sibling of the employee;
8. a sibling of the parents of the employee;
9. a child-in-law or sibling-in-law;
10. any of the family members listed in 1 through 9 above of an employee's spouse or registered domestic partner;
11. any other individual related by blood or whose close association with the employee is the equivalent of a family relationship; and
12. up to one individual annually designated by the employee.

ESST may be used in the smallest increment of time tracked by the employer's payroll system.

The City may require notice of the need for use of ESST as provided below:

- if the need for use is foreseeable, the City may require advance notice of the intention to use ESST but will not require more than seven days' advance notice in writing to Human Resources,
- if the need is unforeseeable, a City may require an employee to give notice of the need for ESST as soon as practicable in writing to Human Resources.

The City may require reasonable documentation that the employee is using or used ESST for a qualifying purpose when an employee uses ESST for more than three consecutive days.

Reasonable documentation is based on the qualifying purpose but may include a signed statement by a health care professional indicating the need for use of ESST, a written statement from the employee indicating that the employee is using or used ESST for a qualifying purpose, a court record or documentation signed by a volunteer or employee of a victim services organization, an attorney, a police officer, or an antiviolence counselor as reasonable documentation. Written statements by an employee may be written in the employee's first language and need not be notarized or in any particular format.

The City will not require disclosure of details relating to domestic abuse, sexual assault, or stalking or the details of an employee's or an employee's family member's medical condition as related to an employee's request to use ESST.

The City will not discharge, discipline, penalize, interfere with, threaten, restrain, coerce, or otherwise retaliate or discriminate against a person because the person has exercised or attempted to exercise rights protected under Minnesota Earned Sick and Safe Leave law.

The City is not required to pay out unused accrued ESST upon the employee's termination, resignation, retirement, or other separation from employment. If the employee is rehired within 180 days of separation by the City, previously accrued ESST that had not been used will be reinstated.

If an employee believes they have been retaliated against or improperly denied ESST, they can file a complaint with the Minnesota Department of Labor and Industry. They can also file a civil action in court for earned sick and safe time violations.

Benefit Eligible Employee ESST

Upon hire, benefit eligible employees will receive 96 hours of ESST to be available for immediate use.

At the end of each calendar year, any unused ESST will be converted to Sick Leave and eligible employees will receive another 96 hours of ESST leave each January 1st. During the first year of hire, employees will be allowed to convert a pro-rated number of unused ESST hours into Sick Leave, depending on their date of hire.

Part-Time Employee ESST

Upon hire, part-time employees, including temporary and seasonal, will accrue ESST and will be eligible to use ESST for qualifying reasons as soon as it is earned.

ESST for part-time employees is accrued based on time worked according to the following table:

PART-TIME EMPLOYEE ESST ACCRUAL

Per 30 Hours Worked	Annual Accrual Max	Max Carry Over and Balance
1 hour	48 hours	80 hours

Accrued and unused ESST hours carry over into future years, up to a maximum of eighty (80) hours accrued overall. When the 80-hour overall limit is reached, accrual immediately stops until usage occurs, at which time accrual restarts.

SICK LEAVE

In addition to providing ESST to all employees, the City allows qualified benefit-eligible employees to convert unused ESST to paid Sick Leave. Employees are eligible to use Sick Leave in instances when they are unable to work due to personal or family medical circumstances.

Given that, it is the employee's responsibility to manage their Sick Leave wisely. This involves, when possible, advanced planning for known medical leaves and doctor's appointments. It's also important to allocate some SICK Leave as a "reserve" for unexpected situations or emergencies.

Part-time, temporary and seasonal employees are not eligible for Sick Leave.

Benefit eligible employees will be eligible to convert unused ESST into Sick Leave at the end of each calendar year. During the first year of hire, employees will be allowed to convert a pro-rated number of unused ESST hours into Sick Leave, depending on their date of hire.

Sick Leave must be requested with as much advance notice as possible. Employees must communicate with their immediate supervisor as soon as possible for each daily absence and are expected to keep their immediate supervisor informed of the status/duration of their Sick Leave needs.

Once an employee has exhausted these benefits, the employee may be allowed to take unpaid leave at the City's discretion.

Employees are eligible to use Sick Leave under the following conditions:

- when an employee is unable to perform work duties due to illness or disability (including pregnancy),
- for medical, dental or other healthcare provider appointments,
- when an employee has been exposed to a contagious disease of such a nature that their presence at the workplace could endanger the health of others,
- to care for the employee's injured or ill children, including stepchildren or foster children, for such reasonable periods as the employee's attendance with the child may be necessary,
- to take children, or other family members to a medical, dental or other care provider appointment,
- to care for an ill spouse, father, father-in-law, mother, mother-in-law, stepparent, grandparent, grandchild, sister, or brother,
- to provide or receive assistance because they, or a relative (employee's child, spouse, sibling, parent, mother-in-law, father-in-law, grandchild, grandparent, or stepparent), is a victim of sexual assault, domestic abuse, or stalking.

After an absence, a physician's statement may be required on the employee's first day back to work, indicating the nature of the illness or medical condition and attesting to the employee's ability to return to work and safely perform the essential functions of the job with or without reasonable accommodation.

Any work restrictions must be stated clearly on the return-to-work form. Employees who have been asked to provide such a statement may not be allowed to return to work until they comply with this provision. Sick Leave may be denied for any employee required to provide a doctor's statement until such a statement is provided.

The City has the right to obtain a second medical opinion to determine the validity of an employee's workers' compensation or sick leave claim, or to obtain information related to restrictions or an employee's ability to work. The City will arrange and pay for an appropriate medical evaluation when it is required by the City.

ADMINISTRATION OF PAID SICK LEAVE

To administer the Sick Leave program fairly, the following policies and guidelines have been established:

- Sick Leave does not accrue during an unpaid leave of absence.
- Employees must communicate with their immediate supervisor, as soon as possible after the scheduled start of the workday, for each and every day absent and must keep their immediate supervisor informed of the status of the illness/injury or the condition of the ill family member.
- Employees may be asked to submit a physician's statement upon request.

- Unless the tardiness is excused or approved, supervisors have the discretion to approve or deny Sick Leave requests based on business needs. Exceptions to this would include approved state and federal leaves of absences and paid sick and safe time provided under a mandatory sick and safe time leave law.
- An authorized City holiday which falls on a normal business day during an employee's Sick Leave is not counted as a day of Sick Leave.
- Employees must normally use Sick Leave prior to using paid vacation, or compensatory time and prior to an unpaid leave of absence during a medical leave, except where Parenting Leave under Minnesota law and the medical leave overlap.
- Sick Leave is never paid out upon termination, except upon qualified retirement pursuant to the terms of this policy.
- Sick Leave cannot be transferred from one employee to another.
- Sick Leave may not be used to extend an employee's termination date. The last day an employee works will be the termination date.
- Employees are not allowed to use Sick Leave after providing their voluntary resignation notice.

SICK LEAVE AT RETIREMENT

Employees eligible for retirement or disability under the Public Employees Retirement Association (PERA) regulations shall be paid for accumulated Sick Leave at the rate of 10% of hours 0-600 and 100% of hours 601-960 at such time as the employee retires or becomes disabled. In the event of death of an unrepresented employee, the surviving spouse or the employee's heirs shall be paid all accumulated Sick Leave subject to the formula as described above.

Upon retirement, an employee may elect to use their Sick Leave severance benefit to purchase post-retirement health insurance under the City's health insurance plan. If the insurance premium option is elected, the severance benefit will be 10% of hours 0-600 and 100% of hours 601-1960.

In the event the employee chooses to use Sick Leave hours to purchase post-retirement health insurance, payment for the Sick Leave hours will cease upon the earliest of the following events:

- 100% of the Sick Leave amount is spent on insurance premiums.
- Retired employee reaches the age of Medicare eligibility.
- Death of the retired employee

Any amount of the Sick Leave severance benefit remaining upon the occurrence of (2) or (3) above will not be eligible for payment to the employee or their heirs.

Accounts Payable

Check Approval List - City Council

From: 11/29/2023

To: 12/31/2023



<u>Vendor</u>	<u>Department</u>	<u>Description</u>	<u>Amount</u>	<u>Check Number</u>	<u>Check Date</u>	
<u>A.H. Hermel Company</u>						
A.H. Hermel Company	Liquor Store	Supplies Liquor Store	393.29	162813	12/07/2023	1
A.H. Hermel Company	Liquor - Mdse for Resale	Pop/Mix	165.24	162813	12/07/2023	1
A.H. Hermel Company	Liquor - Mdse for Resale	Freight	8.95	162813	12/07/2023	1
Total for A.H. Hermel Company			567.48			
<u>Acuity Specialty Products</u>						
Acuity Specialty Products	Paved Streets	Maint Supplies Street Dept	131.99	162700	11/29/2023	1
Acuity Specialty Products	Parks	Cleaning Supplies Park Dept	132.00	162700	11/29/2023	1
Total for Acuity Specialty Products			263.99			
<u>Airport Lighting Company</u>						
Airport Lighting Company	Airport	OAH Head Assembly, Mounting Column, Frangible Coupling & Basepla	2,820.90	162934	12/15/2023	1
Total for Airport Lighting Company			2,820.90			
<u>Amazon Capital Services</u>						
Amazon Capital Services	Liquor Store	Heavy Duty Shelf Brackets Liquor Store	173.82	162900	12/12/2023	1
Amazon Capital Services	Liquor Store	City Hall Office Supplies	0.72	162701	11/29/2023	1
Amazon Capital Services	Liquor Store	Office Supplies City Hall	0.64	162701	11/29/2023	1
Amazon Capital Services	Building Inspection	Office Supplies City Hall	1.61	162701	11/29/2023	1
Amazon Capital Services	Building Inspection	City Hall Office Supplies	1.81	162701	11/29/2023	1
Amazon Capital Services	Data Processing	Office Supplies City Hall	0.96	162701	11/29/2023	1
Amazon Capital Services	Data Processing	City Hall Office Supplies	1.08	162701	11/29/2023	1
Amazon Capital Services	Airport	City Hall Office Supplies	1.81	162701	11/29/2023	1
Amazon Capital Services	Airport	Office Supplies City Hall	1.61	162701	11/29/2023	1
Amazon Capital Services	Airport	GE (6 blubs) Halogen PAR 38, 60 Watt Airport	246.35	162935	12/15/2023	1
Amazon Capital Services	Airport	Gear Head Gearbox Sprocket Cover Airport Runway Job	19.80	162855	12/11/2023	1
Amazon Capital Services	Fire Fighting	Office Supplies City Hall	1.29	162701	11/29/2023	1
Amazon Capital Services	Fire Fighting	City Hall Office Supplies	1.44	162701	11/29/2023	1
Amazon Capital Services	Central Garage	Chainsaw Chain Cover	36.87	162701	11/29/2023	1
Amazon Capital Services	City Manager	City Hall Office Supplies	1.81	162701	11/29/2023	1
Amazon Capital Services	City Manager	Office Supplies City Hall	1.61	162701	11/29/2023	1
Amazon Capital Services	Economic Development	Office Supplies City Hall	0.96	162701	11/29/2023	1
Amazon Capital Services	Economic Development	City Hall Office Supplies	1.08	162701	11/29/2023	1
Amazon Capital Services	Garbage Collection	Handles for Garbage Cans	79.76	163055	12/21/2023	1
Amazon Capital Services	Engineering	City Hall Office Supplies	3.97	162701	11/29/2023	1
Amazon Capital Services	Engineering	Office Supplies City Hall	3.54	162701	11/29/2023	1
Amazon Capital Services	Paved Streets	City Hall Office Supplies	0.72	162701	11/29/2023	1
Amazon Capital Services	Paved Streets	Jump Drive 256GB Street Dept	12.47	162855	12/11/2023	1
Amazon Capital Services	Paved Streets	Office Supplies City Hall	0.64	162701	11/29/2023	1
Amazon Capital Services	Planning & Zoning	City Hall Office Supplies	1.81	162701	11/29/2023	1
Amazon Capital Services	Planning & Zoning	Office Supplies City Hall	1.61	162701	11/29/2023	1
Amazon Capital Services	Police Administration	Office Supplies City Hall	0.64	162701	11/29/2023	1
Amazon Capital Services	Police Administration	City Hall Office Supplies	0.72	162701	11/29/2023	1
Amazon Capital Services	Director of Finance	City Hall Office Supplies	1.81	162701	11/29/2023	1

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Amazon Capital Services	Director of Finance	Office Supplies City Hall	1.61	162701	11/29/2023 1
Amazon Capital Services	Parks	Office Supplies City Hall	1.29	162701	11/29/2023 1
Amazon Capital Services	Parks	Filters (24) Park Dept	142.72	162855	12/11/2023 1
Amazon Capital Services	Parks	Dust Bag, Sander Belts, Paint Brushes	300.74	162935	12/15/2023 1
Amazon Capital Services	Parks	Paint Brushes Park Dept	21.37	163086	12/29/2023 1
Amazon Capital Services	Parks	Chainsaw Replacement Parts	9.99	162701	11/29/2023 1
Amazon Capital Services	Parks	Jump Drive 256GB Park Dept	12.47	162855	12/11/2023 1
Amazon Capital Services	Parks	City Hall Office Supplies	1.44	162701	11/29/2023 1
Amazon Capital Services	Crime Control & Investigation	City Hall Office Supplies	1.08	162701	11/29/2023 1
Amazon Capital Services	Crime Control & Investigation	Office Supplies City Hall	0.96	162701	11/29/2023 1
Amazon Capital Services	Recording & Reporting	City Hall Office Supplies	1.81	162701	11/29/2023 1
Amazon Capital Services	Recording & Reporting	Office Supplies City Hall	1.61	162701	11/29/2023 1
Amazon Capital Services	Lake Restoration	City Hall Office Supplies	0.72	162701	11/29/2023 1
Amazon Capital Services	Lake Restoration	Office Supplies City Hall	0.64	162701	11/29/2023 1
Amazon Capital Services	Aquatic Park	Equipment Parts Aquatic Park	364.58	162701	11/29/2023 1
Amazon Capital Services	Parking Lots	City Hall Office Supplies	0.72	162701	11/29/2023 1
Amazon Capital Services	Parking Lots	Office Supplies City Hall	0.64	162701	11/29/2023 1
Total for Amazon Capital Services			1,467.35		
<u>American Engineering Testing, Inc.</u>					
American Engineering Testing, Inc.	Paved Streets	Material & Compaction Testing Armstrong Dr	840.50	163019	12/20/2023 1
Total for American Engineering Testing, Inc.			840.50		
<u>Aramark Uniform Services</u>					
Aramark Uniform Services	Paved Streets	Cleaning Supplies Street Dept	25.04	162856	12/11/2023 1
Aramark Uniform Services	Paved Streets	Cleaning Supplies Street Dept	25.03	162702	11/29/2023 1
Aramark Uniform Services	Paved Streets	Cleaning Supplies Street Dept	25.03	163087	12/29/2023 1
Aramark Uniform Services	Paved Streets	Cleaning Supplies Street Dept	25.04	163087	12/29/2023 1
Aramark Uniform Services	Paved Streets	Cleaning Supplies Street Dept	25.03	162856	12/11/2023 1
Aramark Uniform Services	Paved Streets	Cleaning Supplies Street Dept	25.03	162936	12/15/2023 1
Aramark Uniform Services	Central Garage	Launder Uniforms for Mechanics	50.54	163087	12/29/2023 1
Aramark Uniform Services	Central Garage	Launder Uniforms for Mechanics	47.44	163087	12/29/2023 1
Aramark Uniform Services	Central Garage	Launder Uniforms for Mechanics	41.71	162702	11/29/2023 1
Aramark Uniform Services	Central Garage	Launder Uniforms For Mechanics	46.86	162856	12/11/2023 1
Aramark Uniform Services	Central Garage	Launder Uniforms for Mechanics	48.44	162936	12/15/2023 1
Aramark Uniform Services	Central Garage	Launder Uniforms for Mechanics	48.78	162702	11/29/2023 1
Aramark Uniform Services	Central Garage	Launder Uniforms For Mechanics	45.86	162856	12/11/2023 1
Aramark Uniform Services	Central Garage	Launder Uniforms for Mechanics	52.23	162702	11/29/2023 1
Aramark Uniform Services	Central Garage	Launder Uniforms for Mechanics	0.55	162702	11/29/2023 1
Aramark Uniform Services	Parks	Cleaning Supplies Park Dept	25.03	162856	12/11/2023 1
Aramark Uniform Services	Parks	Cleaning Supplies Park Dept	25.04	163087	12/29/2023 1
Aramark Uniform Services	Parks	Cleaning Supplies Park Dept	25.03	163087	12/29/2023 1
Aramark Uniform Services	Parks	Cleaning Supplies Park Dept	25.04	162936	12/15/2023 1
Aramark Uniform Services	Parks	Cleaning Supplies Park Dept	25.04	162856	12/11/2023 1
Aramark Uniform Services	Parks	Cleaning Supplies Park Dept	25.04	162702	11/29/2023 1

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Total for Aramark Uniform Services			682.83		
<u>Arnold Motor Supply</u>					
Arnold Motor Supply	Ice & Snow Removal	Wood Handle Snowbrush	5.97	162901	12/12/2023 1
Arnold Motor Supply	Central Garage	90 Deg Coupler City Shop	11.99	163056	12/21/2023 1
Total for Arnold Motor Supply			17.96		
<u>Asmus</u>					
Asmus	Crime Control & Investigation	Safety Glasses Reimbursement	251.31	0	12/06/2023 1
Total for Asmus			251.31		
<u>Atlantic Coca-Cola Bottling Company</u>					
Atlantic Coca-Cola Bottling Company	Liquor - Mdse for Resale	Pop/Mix	108.48	162814	12/07/2023 1
Atlantic Coca-Cola Bottling Company	Liquor - Mdse for Resale	Pop/Mix	121.68	162814	12/07/2023 1
Total for Atlantic Coca-Cola Bottling Company			230.16		
<u>At-Scene, LLC</u>					
At-Scene, LLC	Crime Control & Investigation	Subscription of iCrimeFighter Enterprise & iCrime Fighter.com	5,200.00	163057	12/21/2023 1
Total for At-Scene, LLC			5,200.00		
<u>Beletti, Mike</u>					
Beletti, Mike	Crime Control & Investigation	Safety Eyewear Reimbursement	297.97	0	12/12/2023 1
Total for Beletti, Mike			297.97		
<u>Bellboy Corporation</u>					
Bellboy Corporation	Liquor - Mdse for Resale	Freight	31.02	162815	12/07/2023 1
Bellboy Corporation	Liquor - Mdse for Resale	Misc Merchandise for Resale Liquor Store	-290.50	162815	12/07/2023 1
Bellboy Corporation	Liquor - Mdse for Resale	Pop/Mix	46.00	162815	12/07/2023 1
Bellboy Corporation	Liquor - Mdse for Resale	Freight	-1.65	162815	12/07/2023 1
Bellboy Corporation	Liquor - Mdse for Resale	Freight	8.54	162815	12/07/2023 1
Bellboy Corporation	Liquor - Mdse for Resale	Misc Merchandise for Resale Liquor Store	392.02	162815	12/07/2023 1
Bellboy Corporation	Liquor - Mdse for Resale	Liquor	1,941.60	162815	12/07/2023 1
Bellboy Corporation	Liquor - Mdse for Resale	Misc Merchandise for Resale Liquor Store	501.42	162815	12/07/2023 1
Bellboy Corporation	Liquor - Mdse for Resale	Liquor	-152.00	162815	12/07/2023 1
Bellboy Corporation	Liquor - Mdse for Resale	Freight	-1.31	162815	12/07/2023 1
Bellboy Corporation	Liquor - Mdse for Resale	Freight	40.00	162815	12/07/2023 1
Total for Bellboy Corporation			2,515.14		
<u>Benschoter</u>					
Benschoter	Parks	Reimbursement for Safety Toe Boots	196.99	163088	12/29/2023 1
Total for Benschoter			196.99		
<u>Berhow</u>					
Berhow	Parks	10/5, 10/7 & 10/8/23 Playground Security Gomsrud	900.00	162703	11/29/2023 1
Total for Berhow			900.00		
<u>Best Western</u>					
Best Western	City Manager	Nov 2023 Hotel Jeff O'Neill Interim City Admin	580.61	162902	12/12/2023 1
Total for Best Western			580.61		
<u>Bettin Trucking, Inc.</u>					
Bettin Trucking, Inc.	Storm Sewer Mnt	Gravel-Storm Sewers	1,521.11	163058	12/21/2023 1
Total for Bettin Trucking, Inc.			1,521.11		

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<u>Bevcomm Inc</u>					
Bevcomm Inc	Data Processing	Nov 2023 Computer Related Contract Services & Oct Data Request	7,007.25	162786	12/06/2023 1
Bevcomm Inc	Data Processing	Dec 2023 Microsoft Office 365 & Apps	2,591.10	162786	12/06/2023 1
Bevcomm Inc	Data Processing	HP Thunderbolt Dock & HP ZBook G10 16in Workstation Eng	2,038.43	162786	12/06/2023 1
Bevcomm Inc	Data Processing	Dec 2023 Rocketfailover Fusion	39.95	162786	12/06/2023 1
		Total for Bevcomm Inc	11,676.73		
<u>Blackstrap, Inc.</u>					
Blackstrap, Inc.	Ice & Snow Removal	26.9 tons road salt	2,388.76	162963	12/15/2023 1
		Total for Blackstrap, Inc.	2,388.76		
<u>Bleess</u>					
Bleess	Fire Fighting	Safety Glasses Reimbursement	300.00	0	12/29/2023 1
		Total for Bleess	300.00		
<u>Boekett Building Supply</u>					
Boekett Building Supply	Paved Streets	4' x 8' Peg Board Street Dept	35.90	162857	12/11/2023 1
Boekett Building Supply	Liquor Store	Supplies for Shelves at Liquor Store	219.45	162903	12/12/2023 1
Boekett Building Supply	Parks	2x8's, 2x10's & Tape Measure	76.53	162937	12/15/2023 1
Boekett Building Supply	Parks	Spray Paint, Fender Wash, Masonry Bit, Bolts, Screws	29.42	163089	12/29/2023 1
		Total for Boekett Building Supply	361.30		
<u>Bolton & Menk, Inc.</u>					
Bolton & Menk, Inc.	Parks	Remove Existing Gabions/Replace W Sheet Pile	6,928.50	162787	12/06/2023 1
Bolton & Menk, Inc.	Parks	Remove Existing Gabions/Replace With Sheet Pile Goms Channel	11,775.50	163090	12/29/2023 1
Bolton & Menk, Inc.	Paved Streets	Blue Earth Ave Improvements	1,350.00	162787	12/06/2023 1
Bolton & Menk, Inc.	Paved Streets	Lake Ave 10/28 to 11/24/2023	5,417.50	163090	12/29/2023 1
Bolton & Menk, Inc.	Paved Streets	Armstrong Drive Construction Services 10/28 to 11/24/2023	1,777.50	163090	12/29/2023 1
Bolton & Menk, Inc.	Paved Streets	Memorial Park Bridge 10/28 to 11/24/2023	1,005.00	163090	12/29/2023 1
Bolton & Menk, Inc.	Paved Streets	Blue Earth Ave Improvements	900.00	163090	12/29/2023 1
Bolton & Menk, Inc.	Engineering	Interim Engineering Services 09/30 to 10/27/2023	3,441.50	162787	12/06/2023 1
Bolton & Menk, Inc.	Engineering	Interim Engineering 10/28 to 11/24/2023	2,042.50	163090	12/29/2023 1
		Total for Bolton & Menk, Inc.	34,638.00		
<u>Bomgaars Supply</u>					
Bomgaars Supply	Central Garage	Hole Saw City Shop	13.99	163091	12/29/2023 1
Bomgaars Supply	Airport	Cylinder Pins Airport	27.98	163091	12/29/2023 1
Bomgaars Supply	Airport	Pliers, End Nipper Multi-Func Airport Tree Job	52.98	163091	12/29/2023 1
Bomgaars Supply	Paved Streets	Plastic & Duct Tape Paint Projects & Shop Floor Park Dept	76.96	163091	12/29/2023 1
Bomgaars Supply	Road & Bridge Equipment	6Pt Socket Set 24MM 1/2IN Dr Street #173	4.49	163091	12/29/2023 1
		Total for Bomgaars Supply	176.40		
<u>Braun Intertec Corp.</u>					
Braun Intertec Corp.	Community Center	GeoTech-Ice Arena Services Through 11/24/2023	3,700.00	162858	12/11/2023 1
		Total for Braun Intertec Corp.	3,700.00		
<u>Breakthru Beverage MN Wine & Spirits</u>					
Breakthru Beverage MN Wine & Spirits, LLC	Liquor - Mdse for Resale	Freight	321.65	163059	12/21/2023 1
Breakthru Beverage MN Wine & Spirits, LLC	Liquor - Mdse for Resale	Freight	-1.85	162816	12/07/2023 1
Breakthru Beverage MN Wine & Spirits, LLC	Liquor - Mdse for Resale	Liquor	14,938.83	163059	12/21/2023 1

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Breakthru Beverage MN Wine & Spirits, LLC	Liquor - Mdse for Resale	Freight	18.50	162816	12/07/2023 1
Breakthru Beverage MN Wine & Spirits, LLC	Liquor - Mdse for Resale	Wine	1,932.00	163059	12/21/2023 1
Breakthru Beverage MN Wine & Spirits, LLC	Liquor - Mdse for Resale	Liquor	-373.50	162816	12/07/2023 1
Breakthru Beverage MN Wine & Spirits, LLC	Liquor - Mdse for Resale	Wine	-48.00	162816	12/07/2023 1
Breakthru Beverage MN Wine & Spirits, LLC	Liquor - Mdse for Resale	Freight	59.20	162816	12/07/2023 1
Breakthru Beverage MN Wine & Spirits, LLC	Liquor - Mdse for Resale	Pop/Mix	200.10	162816	12/07/2023 1
Breakthru Beverage MN Wine & Spirits, LLC	Liquor - Mdse for Resale	Wine	1,200.00	162816	12/07/2023 1
Breakthru Beverage MN Wine & Spirits, LLC	Liquor - Mdse for Resale	Freight	-3.70	162816	12/07/2023 1
Breakthru Beverage MN Wine & Spirits, LLC	Liquor - Mdse for Resale	Liquor	-252.00	162816	12/07/2023 1
Breakthru Beverage MN Wine & Spirits, LLC	Liquor - Mdse for Resale	Freight	-7.40	162816	12/07/2023 1
Breakthru Beverage MN Wine & Spirits, LLC	Liquor - Mdse for Resale	Liquor	3,740.06	162816	12/07/2023 1
Breakthru Beverage MN Wine & Spirits, LLC	Liquor - Mdse for Resale	Freight	11.10	162816	12/07/2023 1
Breakthru Beverage MN Wine & Spirits, LLC	Liquor - Mdse for Resale	Pop/Mix	349.36	163059	12/21/2023 1
Breakthru Beverage MN Wine & Spirits, LLC	Liquor - Mdse for Resale	Freight	9.25	162816	12/07/2023 1
Breakthru Beverage MN Wine & Spirits, LLC	Liquor - Mdse for Resale	Freight	-1.85	162816	12/07/2023 1
Breakthru Beverage MN Wine & Spirits, LLC	Liquor - Mdse for Resale	Freight	102.23	162816	12/07/2023 1
Breakthru Beverage MN Wine & Spirits, LLC	Liquor - Mdse for Resale	Wine	552.00	162816	12/07/2023 1
Breakthru Beverage MN Wine & Spirits, LLC	Liquor - Mdse for Resale	Liquor	-315.00	162816	12/07/2023 1
Breakthru Beverage MN Wine & Spirits, LLC	Liquor - Mdse for Resale	Liquor	6,085.10	162816	12/07/2023 1
Total for Breakthru Beverage MN Wine & Spirits			28,516.08		
<u>Brevik, Shane</u>					
Brevik, Shane	Fiscal Sponsor	TCI Service Repair HEAT Team	385.50	163009	12/18/2023 1
Brevik, Shane	Fiscal Sponsor	Ship Headset for Repair HEAT Team	41.32	162704	11/29/2023 1
Total for Brevik, Shane			426.82		
<u>Brightly Software, Inc</u>					
Brightly Software, Inc	Planning & Zoning	SmartGov Software 01/01/24 to 12/31/24	17,578.35	162859	12/11/2023 1
Total for Brightly Software, Inc			17,578.35		
<u>C & B Operations, LLC</u>					
C & B Operations, LLC	Parks	Tire & Wheel Assembly Park #820	179.50	163092	12/29/2023 1
Total for C & B Operations, LLC			179.50		
<u>Capital One Trade Credit</u>					
Capital One Trade Credit	Central Garage	Jumbo Wrench Set	139.99	163060	12/21/2023 1
Total for Capital One Trade Credit			139.99		
<u>Carlos Creek Winery</u>					
Carlos Creek Winery	Liquor - Mdse for Resale	Wine	270.00	163061	12/21/2023 1
Total for Carlos Creek Winery			270.00		
<u>Carquest Auto Parts Stores</u>					
Carquest Auto Parts Stores	Central Garage	Plugs #8 City Shop	12.16	163093	12/29/2023 1
Carquest Auto Parts Stores	Parks	Spark Plugs Park Dept	38.60	163093	12/29/2023 1
Carquest Auto Parts Stores	Fire Fighting	Car Wash Fire Trucks	37.25	163093	12/29/2023 1
Carquest Auto Parts Stores	Parks	Paint Stripper	24.83	162904	12/12/2023 1
Carquest Auto Parts Stores	Parks	Paint Remover	21.15	162904	12/12/2023 1
Carquest Auto Parts Stores	Ice & Snow Removal	Wiper Blades #109	26.78	163093	12/29/2023 1

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Carquest Auto Parts Stores	Road & Bridge Equipment	Street 109 Headlight Pigtail	8.19	162705	11/29/2023 1
Carquest Auto Parts Stores	Road & Bridge Equipment	Street 109 Headlights	30.08	162705	11/29/2023 1
Carquest Auto Parts Stores	Road & Bridge Equipment	Alternator #168 Streets	230.91	163093	12/29/2023 1
Carquest Auto Parts Stores	Road & Bridge Equipment	Battery #168 Streets	119.25	163093	12/29/2023 1
Carquest Auto Parts Stores	Road & Bridge Equipment	Alternator #168 Streets	-230.91	163093	12/29/2023 1
Total for Carquest Auto Parts Stores			318.29		
<u>Central Farm Service</u>					
Central Farm Service	Airport	Chain Bar Oil Tree Job Airport	57.84	162905	12/12/2023 1
Total for Central Farm Service			57.84		
<u>Christenson</u>					
Christenson	Crime Control & Investigation	2023 Reimbursement of Safety Glasses	300.00	0	12/15/2023 1
Total for Christenson			300.00		
<u>Cintas Corporation</u>					
Cintas Corporation	Parks	First Aid Supplies Park Dept	25.31	163062	12/21/2023 1
Cintas Corporation	Paved Streets	First Aid Supplies Street Dept	23.24	163062	12/21/2023 1
Total for Cintas Corporation			48.55		
<u>City Of Fairmont Petty Cash</u>					
City Of Fairmont Petty Cash	Building Inspection	fire protection services pkg 12-15-23	4.33	163122	12/29/2023 1
City Of Fairmont Petty Cash	Director of Finance	postage to mail priority 12-13-23	9.02	163122	12/29/2023 1
Total for City Of Fairmont Petty Cash			13.35		
<u>City of Lakes Media</u>					
City of Lakes Media	Liquor Store	Holiday Radio Ads Liquor Store 11/13 & 12/18/23	420.00	162817	12/07/2023 1
City of Lakes Media	Liquor Store	Rocktober Promotion Liquor Store Ads Oct 2023	600.00	162706	11/29/2023 1
Total for City of Lakes Media			1,020.00		
<u>Clarey</u>					
Clarey	Non-departmental	Refund Check 018252-001, 100 S Prairie Ave	0.20	162832	12/07/2023 1
Clarey	Non-departmental	Refund Check 018252-001, 100 S Prairie Ave	0.17	162768	12/04/2023 1
Clarey	Non-departmental	Refund Check 018252-001, 100 S Prairie Ave	0.17	162768	12/04/2023 1
Clarey	Non-departmental	Refund Check 018252-001, 100 S Prairie Ave	0.02	162768	12/04/2023 1
Clarey	Non-departmental	Refund Check 018252-001, 100 S Prairie Ave	0.11	162768	12/04/2023 1
Clarey	Non-departmental	Refund Check 018252-001, 100 S Prairie Ave	0.03	162832	12/07/2023 1
Clarey	Non-departmental	Refund Check 018252-001, 100 S Prairie Ave	0.30	162832	12/07/2023 1
Clarey	Non-departmental	Refund Check 018252-001, 100 S Prairie Ave	0.30	162832	12/07/2023 1
Total for Clarey			1.30		
<u>Crysteel Truck Equipment Inc</u>					
Crysteel Truck Equipment Inc	Road & Bridge Equipment	Bushing, Pin #100	215.00	163094	12/29/2023 1
Total for Crysteel Truck Equipment Inc			215.00		
<u>Culligan Water of Fairmont</u>					
Culligan Water of Fairmont	Fire Fighting	Cooler/Rack Rental Water Fire Dept	13.10	162860	12/11/2023 1
Total for Culligan Water of Fairmont			13.10		
<u>Cutter's Choice</u>					
Cutter's Choice	Parks	Pole Saws Laser Chain Bar	44.95	162861	12/11/2023 1
Cutter's Choice	Airport	Laser 3/8-050 Semi 100Ft, 16" Economy Bar 3/8 050 Airport	363.00	162906	12/12/2023 1

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Total for Cutter's Choice			407.95		
<u>Dahlheimer Beverage</u>					
Dahlheimer Beverage	Liquor Store	Supplies Liquor Store	270.59	162818	12/07/2023 1
Dahlheimer Beverage	Liquor - Mdse for Resale	Pop/Mix	177.60	163063	12/21/2023 1
Dahlheimer Beverage	Liquor - Mdse for Resale	Beer	10,099.45	163063	12/21/2023 1
Dahlheimer Beverage	Liquor - Mdse for Resale	Beer	13,158.05	163063	12/21/2023 1
Dahlheimer Beverage	Liquor - Mdse for Resale	Beer	-64.80	163063	12/21/2023 1
Dahlheimer Beverage	Liquor - Mdse for Resale	Beer	-95.20	163063	12/21/2023 1
Dahlheimer Beverage	Liquor - Mdse for Resale	Pop/Mix	160.00	162818	12/07/2023 1
Dahlheimer Beverage	Liquor - Mdse for Resale	Liquor	1,540.00	162818	12/07/2023 1
Dahlheimer Beverage	Liquor - Mdse for Resale	Beer	571.20	163063	12/21/2023 1
Dahlheimer Beverage	Liquor - Mdse for Resale	Liquor	1,160.00	163063	12/21/2023 1
Dahlheimer Beverage	Liquor - Mdse for Resale	Beer	30.50	163063	12/21/2023 1
Dahlheimer Beverage	Liquor - Mdse for Resale	Beer	39,809.20	162818	12/07/2023 1
Dahlheimer Beverage	Liquor - Mdse for Resale	Beer	-61.80	163063	12/21/2023 1
Total for Dahlheimer Beverage			66,754.79		
<u>Dakota Riggers & Tool Supply, Inc.</u>					
Dakota Riggers & Tool Supply, Inc.	Road & Bridge Equipment	Sling Chain 3/8" x 6' Street Dept	167.29	163095	12/29/2023 1
Total for Dakota Riggers & Tool Supply, Inc.			167.29		
<u>Dan's Appliance, Inc.</u>					
Dan's Appliance, Inc.	Parks	Refrigerator-Replaced Compressor Park/Street	362.81	162862	12/11/2023 1
Dan's Appliance, Inc.	Paved Streets	Refrigerator-Replaced Compressor Park/Street	362.81	162862	12/11/2023 1
Total for Dan's Appliance, Inc.			725.62		
<u>Diamond Mowers, Inc</u>					
Diamond Mowers, Inc	Airport	Kit, Blade Brush .63" Thick #830 Airport	397.67	162863	12/11/2023 1
Diamond Mowers, Inc	Airport	Blade Kit Tree Job Airport	397.86	162907	12/12/2023 1
Total for Diamond Mowers, Inc			795.53		
<u>Diamond Vogel Paints</u>					
Diamond Vogel Paints	Parks	Cote All Sash Green Paint	73.01	162864	12/11/2023 1
Total for Diamond Vogel Paints			73.01		
<u>Dollen</u>					
Dollen	Non-departmental	Refund Check 017991-000, 73 E Ken Rue Lane	1.73	162769	12/04/2023 1
Dollen	Non-departmental	Refund Check 017991-000, 73 E Ken Rue Lane	1.15	162769	12/04/2023 1
Dollen	Non-departmental	Refund Check 017991-000, 73 E Ken Rue Lane	0.16	162769	12/04/2023 1
Dollen	Non-departmental	Refund Check 017991-000, 73 E Ken Rue Lane	1.74	162769	12/04/2023 1
Total for Dollen			4.78		
<u>Duderstadt, Jr.</u>					
Duderstadt, Jr.	Local Access	November 2023 Council Meetings	75.00	162788	12/06/2023 1
Duderstadt, Jr.	Local Access	Council Meeting 12/11/23	62.50	162938	12/15/2023 1
Total for Duderstadt, Jr.			137.50		
<u>EDAM</u>					
EDAM	Economic Development	2024 EDAM Membership Dues	545.00	162789	12/06/2023 1
Total for EDAM			545.00		

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<u>Elan Financial Services</u>					
Elan Financial Services	Engineering	11/15 to 11/16/23 Training York	207.82	162908	12/12/2023 1
Elan Financial Services	Mayor & Council	Glows Parade-Mayor	10.00	162908	12/12/2023 1
Elan Financial Services	Liquor Store	AGED License	20.43	162908	12/12/2023 1
Elan Financial Services	Paved Streets	2023 Online Tree Inspector Recertification	50.00	162908	12/12/2023 1
Elan Financial Services	SMEC Building	SMEC Cleaning Supplies	5.95	162908	12/12/2023 1
Elan Financial Services	Crime Control & Investigation	Registration Tabs Unmarked Police Vehicle	15.58	162908	12/12/2023 1
Elan Financial Services	Crime Control & Investigation	Eru Uniforms & Range Safety Bag	873.57	162908	12/12/2023 1
Elan Financial Services	Crime Control & Investigation	Mail Evidence Items to MN BCA FMP23-8350	17.45	162908	12/12/2023 1
Elan Financial Services	Crime Control & Investigation	Weapon Cleaning Supplies, Car Battery Jump Starter for Squads	373.51	162908	12/12/2023 1
Elan Financial Services	Crime Control & Investigation	Printers & Accessories for Investigator's Office, Headset, Tote	406.26	162908	12/12/2023 1
Elan Financial Services	Crime Control & Investigation	2023 Public Safety Peer Support Training	100.00	162908	12/12/2023 1
Elan Financial Services	Police Administration	Critical Issues Series Training	250.00	162908	12/12/2023 1
Elan Financial Services	Police Administration	Releasing & Redacting Law Enforcement Records Tegan & Lorie	313.25	162908	12/12/2023 1
Elan Financial Services	General Government Buildings	Supplies City Hall	14.04	162908	12/12/2023 1
Elan Financial Services	Fiscal Sponsor	HEAT Team Training Johnston, IA	-265.00	162908	12/12/2023 1
Elan Financial Services	Parks	Insulated Rubber Boots	528.75	162908	12/12/2023 1
Elan Financial Services	Parks	Hunter Pro-Sprayer Head 4 In	44.94	162908	12/12/2023 1
Elan Financial Services	Parks	A-41 Toilet Repair Kits	227.00	162908	12/12/2023 1
Elan Financial Services	Parks	Water Permit Fee for Gomsrud Channel Wall Repairs	400.00	162908	12/12/2023 1
		Total for Elan Financial Services	3,593.55		
<u>Emergency Apparatus Maintenance, In</u>					
Emergency Apparatus Maintenance, Inc.	Fire Fighting	Drain Foam Brush Tank & Refill With New Foam	1,321.25	162939	12/15/2023 1
		Total for Emergency Apparatus Maintenance, In	1,321.25		
<u>Equifax Information Services, LLC</u>					
Equifax Information Services, LLC	General Government Buildings	Minimum Charge & Service Fee Nov 2023	57.50	162790	12/06/2023 1
		Total for Equifax Information Services, LLC	57.50		
<u>Erickson Engineering</u>					
Erickson Engineering	Paved Streets	Memorial Park Dr Bridge Nov 2023 Services	3,515.48	163020	12/20/2023 1
		Total for Erickson Engineering	3,515.48		
<u>Fairmont Chamber of Commerce</u>					
Fairmont Chamber of Commerce	Economic Development	Supporter Membership Investment 1/1/24 to 12/31/24	425.00	162791	12/06/2023 1
		Total for Fairmont Chamber of Commerce	425.00		
<u>Fairmont Fire Relief Association</u>					
Fairmont Fire Relief Association	Non-departmental	Dec 2023 Fire Retirement S Geiger	26.00	162865	12/11/2023 1
Fairmont Fire Relief Association	Non-departmental	Oct 2023 Fire Retirement L Algarra	60.00	162865	12/11/2023 1
		Total for Fairmont Fire Relief Association	86.00		
<u>Fairmont Sentinel</u>					
Fairmont Sentinel	Other General Gov't	Boards & Commissions	188.00	163097	12/29/2023 1
Fairmont Sentinel	Liquor Store	I Shop Fairmont Ads Liquor Store	178.00	163097	12/29/2023 1
		Total for Fairmont Sentinel	366.00		
<u>Fairmont Sentinel-Legal</u>					
Fairmont Sentinel-Legal	Planning & Zoning	Notice of Hearing Fmt Board of Zoning Appeals Ries & Thomas Vari	87.00	162707	11/29/2023 1

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Total for Fairmont Sentinel-Legal			87.00		
<u>Fairmont Youth Hockey Association</u>					
Fairmont Youth Hockey Association	Parks	Oct, Nov, Dec 2022 Operation of Martin Co Arena	15,000.00	162940	12/15/2023 1
Fairmont Youth Hockey Association	Parks	2023 Operation of Martin Co Arena	30,000.00	162940	12/15/2023 1
Total for Fairmont Youth Hockey Association			45,000.00		
<u>Fastenal Company</u>					
Fastenal Company	Parks	trx flor	53.71	163125	12/29/2023 1
Fastenal Company	Paved Streets	Thredded Rod Ends, 1"-8 Fin Hex Nuts	36.21	163098	12/29/2023 1
Fastenal Company	Garbage Collection	Equipment Repairs Tree Deump	304.25	162708	11/29/2023 1
Fastenal Company	Garbage Collection	Garbage Can Parts Nuts, Bolts, Drill Bits, Locks	59.61	163098	12/29/2023 1
Fastenal Company	Central Garage	Shop Supplies	27.94	163021	12/20/2023 1
Total for Fastenal Company			481.72		
<u>FBC Operations, LLC</u>					
FBC Operations, LLC	Non-departmental	RLF Loan	75,000.00	163022	12/20/2023 1
Total for FBC Operations, LLC			75,000.00		
<u>Federated Rural Electric Association</u>					
Federated Rural Electric Association	Airport	Electric Service 10/31 to 11/30/2023 Airport	60.76	162941	12/15/2023 1
Total for Federated Rural Electric Association			60.76		
<u>Fire Protection Services, Inc.</u>					
Fire Protection Services, Inc.	Building Inspection	Review Shop Drawings & Calculations UHD/Dulcimer Addition	1,306.94	162866	12/11/2023 1
Total for Fire Protection Services, Inc.			1,306.94		
<u>Flaherty & Hood P.A.</u>					
Flaherty & Hood P.A.	Other General Gov't	Labor & Employment Consultation Services Nov 2023	1,200.00	163023	12/20/2023 1
Flaherty & Hood P.A.	Other General Gov't	General Municipal Matters Nov 2023	15,630.00	163023	12/20/2023 1
Total for Flaherty & Hood P.A.			16,830.00		
<u>Fleet & Farm Supply</u>					
Fleet & Farm Supply	Fire Fighting	Mailbox Vert+Lock Blk Fire Dept	25.99	162867	12/11/2023 1
Fleet & Farm Supply	Parks	Bldg Repairs Cedar Creek Shelter	27.86	162867	12/11/2023 1
Fleet & Farm Supply	Parks	Chainsaw Service Kit	25.99	162867	12/11/2023 1
Fleet & Farm Supply	Parks	(3) Goo Off Spray Wards Park	26.97	162867	12/11/2023 1
Fleet & Farm Supply	Parks	Stihl Filter Kit	16.99	162867	12/11/2023 1
Fleet & Farm Supply	Parks	Goo Off Spray Wards Park	8.99	162867	12/11/2023 1
Fleet & Farm Supply	SMEC Building	Bldg Repairs SMEC	16.98	162867	12/11/2023 1
Fleet & Farm Supply	Paved Streets	CM SCKT 3/8DR 1/2" Sign Repair	6.59	162942	12/15/2023 1
Fleet & Farm Supply	Airport	Sprayers Airport Tree Work	61.98	162867	12/11/2023 1
Fleet & Farm Supply	Liquor Store	Cleaning Supplies Liquor Store	44.77	162867	12/11/2023 1
Total for Fleet & Farm Supply			263.11		
<u>Frontier Communications</u>					
Frontier Communications	Airport	Dec 2023 Card Reader Airport	47.07	162943	12/15/2023 1
Total for Frontier Communications			47.07		
<u>Frontier Precision, Inc.</u>					
Frontier Precision, Inc.	Engineering	SVC-S7 DR Plus Trimble S7 DR + Robotic Total Station Clean & Cal	825.00	162868	12/11/2023 1
Total for Frontier Precision, Inc.			825.00		

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<u>FullStack</u>					
FullStack	Crime Control & Investigation	Quarterly Hosting http://fairmontpolice.org (Dec 23, Jan, Feb24)	87.00	162869	12/11/2023 1
		Total for FullStack	87.00		
<u>Gemini Studios</u>					
Gemini Studios	Local Access	December 2023 Operation of Audio & Video Broadcast Equipment	450.00	162792	12/06/2023 1
Gemini Studios	Local Access	Special Meeting 11/21/2023	157.50	162909	12/12/2023 1
Gemini Studios	Local Access	December 2023 Local Access Channel & Boxcast Membership	600.00	162792	12/06/2023 1
		Total for Gemini Studios	1,207.50		
<u>Gillette Pepsi Companies Inc.</u>					
Gillette Pepsi Companies Inc.	Liquor - Mdse for Resale	Pop/Mix	332.75	162819	12/07/2023 1
Gillette Pepsi Companies Inc.	Liquor - Mdse for Resale	Pop/Mix	467.60	162819	12/07/2023 1
		Total for Gillette Pepsi Companies Inc.	800.35		
<u>GMS Industrial Supplies, Inc.</u>					
GMS Industrial Supplies, Inc.	Central Garage	Shop Supplies	184.03	162910	12/12/2023 1
GMS Industrial Supplies, Inc.	Central Garage	Cable Ties	72.83	162910	12/12/2023 1
GMS Industrial Supplies, Inc.	Parks	Equipment Parts Park Dept	60.04	163099	12/29/2023 1
		Total for GMS Industrial Supplies, Inc.	316.90		
<u>GMS, Inc.</u>					
GMS, Inc.	Urban Redevelopment & Housing	Nov 2023 Monthly License & Warranty	80.00	162793	12/06/2023 1
		Total for GMS, Inc.	80.00		
<u>Government Finance Officers Assoc</u>					
Government Finance Officers Assoc	Director of Finance	Membership Dues 01/01/24 to 12/31/2024 Member # 66553005	190.00	162794	12/06/2023 1
		Total for Government Finance Officers Assoc	190.00		
<u>Grabtec</u>					
Grabtec	Road & Bridge Equipment	Tooth, GA 1-Inch Bolts	362.00	162911	12/12/2023 1
Grabtec	Garbage Collection	Tooth, GA. 1 Inch Bolts #121	369.00	162870	12/11/2023 1
		Total for Grabtec	731.00		
<u>Graham Tire Company</u>					
Graham Tire Company	Road & Bridge Equipment	Titan Tires #126	5,660.00	162912	12/12/2023 1
		Total for Graham Tire Company	5,660.00		
<u>H & L Mesabi Company</u>					
H & L Mesabi Company	Ice & Snow Removal	Carbide Inserted Blades Ice & Snow	18,173.00	162913	12/12/2023 1
		Total for H & L Mesabi Company	18,173.00		
<u>Hagert</u>					
Hagert	Crime Control & Investigation	safety glasses reimbursement	300.00	0	12/29/2023 1
		Total for Hagert	300.00		
<u>HDR Engineeering, Inc</u>					
HDR Engineeering, Inc	Airport	Professional Engineering Services Airport Master Plan & Layout	4,000.00	163100	12/29/2023 1
		Total for HDR Engineeering, Inc	4,000.00		
<u>Health 180</u>					
Health 180	Health Insurance	2023 Health 180 50 Pt Screenings	3,869.68	162944	12/15/2023 1
		Total for Health 180	3,869.68		
<u>Hertzke Construction & Millwork, Inc.</u>					

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Hertzke Construction & Millwork, Inc.	Storm Sewer Mnt	Sakrete Storm Sewers	28.35	163101	12/29/2023 1
Hertzke Construction & Millwork, Inc.	Central Garage	invoices from 11-14 and 12-2023	33.29	163127	12/29/2023 1
Total for Hertzke Construction & Millwork, Inc.			61.64		
<u>Hohenstein's Inc.</u>					
Hohenstein's Inc.	Liquor - Mdse for Resale	Beer	301.50	163064	12/21/2023 1
Hohenstein's Inc.	Liquor - Mdse for Resale	Pop/Mix	33.50	163064	12/21/2023 1
Total for Hohenstein's Inc.			335.00		
<u>Home City Ice Co.</u>					
Home City Ice Co.	Liquor - Mdse for Resale	Ice	195.95	162820	12/07/2023 1
Total for Home City Ice Co.			195.95		
<u>Hometown Sanitation Services, LLC</u>					
Hometown Sanitation Services, LLC	SMEC Building	Refuse Removal SMEC Dec 2023	209.95	162871	12/11/2023 1
Total for Hometown Sanitation Services, LLC			209.95		
<u>Human Services Of Faribault/Martin Co</u>					
Human Services Of Faribault/Martin Counties	Aquatic Park	Aquatic Park License Renewal for 2024	960.00	162795	12/06/2023 1
Total for Human Services Of Faribault/Martin Co			960.00		
<u>Humana</u>					
Humana	Health Insurance	Nov 2023 Life Insurance Premiums	261.00	0	12/13/2023 1
Total for Humana			261.00		
<u>Independent Pest Control</u>					
Independent Pest Control	SMEC Building	Dec 2023 Pest Control SMEC	65.00	163065	12/21/2023 1
Independent Pest Control	Library	Dec 2023 Library Pest Control	56.00	163065	12/21/2023 1
Independent Pest Control	Airport	Nov 2023 Pest Control Airport	110.00	162709	11/29/2023 1
Total for Independent Pest Control			231.00		
<u>Indian Island Winery LLC</u>					
Indian Island Winery LLC	Liquor - Mdse for Resale	Wine	930.24	163066	12/21/2023 1
Total for Indian Island Winery LLC			930.24		
<u>Indulge Salon and Spa</u>					
Indulge Salon and Spa	Non-departmental	RLF Loan	65,000.00	163010	12/18/2023 1
Indulge Salon and Spa	Non-departmental	Refund Overpayment of Loan	892.86	162710	11/29/2023 1
Indulge Salon and Spa	Non-departmental	Refund Dec 2023 Loan Payment	892.86	163102	12/29/2023 1
Total for Indulge Salon and Spa			66,785.72		
<u>J. H. Larson</u>					
J. H. Larson	Fire Fighting	Carbide Saw Blades Fire Dept	139.31	163103	12/29/2023 1
J. H. Larson	Airport	Starters Airport Hangar Doors (3) (2) Under Warranty	537.77	162711	11/29/2023 1
J. H. Larson	Airport	geg cr101be1c starter	-353.63	163128	12/29/2023 1
Total for J. H. Larson			323.45		
<u>Jackson County Sheriff's Office</u>					
Jackson County Sheriff's Office	Fiscal Sponsor	Fuel for the HEAT Team	279.45	163011	12/18/2023 1
Total for Jackson County Sheriff's Office			279.45		
<u>Jefferson Fire & Safety, Inc.</u>					
Jefferson Fire & Safety, Inc.	Fire Fighting	Kussmaul Air Eject 12V Fire Dept	291.77	162872	12/11/2023 1
Jefferson Fire & Safety, Inc.	Fire Fighting	Kussmaul WP 15 Amp Auto Eject W Red Cover Ladder #8	300.81	162872	12/11/2023 1

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Jefferson Fire & Safety, Inc.	Fire Fighting	Kochek Mounting Plates for Fire Truck	661.87	162872	12/11/2023 1
Jefferson Fire & Safety, Inc.	Fire Fighting	Ram Air 6-Place Unit Gear Dryer	9,220.00	163104	12/29/2023 1
Total for Jefferson Fire & Safety, Inc.			10,474.45		
JLG Architects +292 Design Group					
JLG Architects +292 Design Group	Community Center	Professional Services Ending 11/30/23 Design Development	50,526.00	163024	12/20/2023 1
Total for JLG Architects +292 Design Group			50,526.00		
Johanson					
Johanson	Non-departmental	Refund Check 018357-000, 816 S Hampton St	0.07	162770	12/04/2023 1
Johanson	Non-departmental	Refund Check 018357-000, 816 S Hampton St	1.67	162770	12/04/2023 1
Johanson	Non-departmental	Refund Check 018357-000, 816 S Hampton St	0.63	162770	12/04/2023 1
Johanson	Non-departmental	Refund Check 018357-000, 816 S Hampton St	0.63	162770	12/04/2023 1
Johanson	Non-departmental	Refund Check 018357-000, 816 S Hampton St	0.42	162770	12/04/2023 1
Total for Johanson			3.42		
Johnson Brothers Liquor Company					
Johnson Brothers Liquor Company	Liquor - Mdse for Resale	Freight	127.71	163067	12/21/2023 1
Johnson Brothers Liquor Company	Liquor - Mdse for Resale	Freight	9.90	162821	12/07/2023 1
Johnson Brothers Liquor Company	Liquor - Mdse for Resale	Freight	86.47	162821	12/07/2023 1
Johnson Brothers Liquor Company	Liquor - Mdse for Resale	Wine	3,666.95	163067	12/21/2023 1
Johnson Brothers Liquor Company	Liquor - Mdse for Resale	Freight	5.94	162821	12/07/2023 1
Johnson Brothers Liquor Company	Liquor - Mdse for Resale	Wine	2,153.54	162821	12/07/2023 1
Johnson Brothers Liquor Company	Liquor - Mdse for Resale	Freight	77.22	162821	12/07/2023 1
Johnson Brothers Liquor Company	Liquor - Mdse for Resale	Liquor	6,586.89	162821	12/07/2023 1
Johnson Brothers Liquor Company	Liquor - Mdse for Resale	Liquor	6,383.12	163067	12/21/2023 1
Johnson Brothers Liquor Company	Liquor - Mdse for Resale	Liquor	15,577.78	162821	12/07/2023 1
Johnson Brothers Liquor Company	Liquor - Mdse for Resale	Freight	209.88	162821	12/07/2023 1
Johnson Brothers Liquor Company	Liquor - Mdse for Resale	Freight	75.24	162821	12/07/2023 1
Johnson Brothers Liquor Company	Liquor - Mdse for Resale	Liquor	7,966.99	163067	12/21/2023 1
Johnson Brothers Liquor Company	Liquor - Mdse for Resale	Wine	4,545.78	163067	12/21/2023 1
Johnson Brothers Liquor Company	Liquor - Mdse for Resale	Pop/Mix	223.45	162821	12/07/2023 1
Johnson Brothers Liquor Company	Liquor - Mdse for Resale	Freight	3.96	163067	12/21/2023 1
Johnson Brothers Liquor Company	Liquor - Mdse for Resale	Pop/Mix	85.00	163067	12/21/2023 1
Johnson Brothers Liquor Company	Liquor - Mdse for Resale	Freight	259.55	162821	12/07/2023 1
Johnson Brothers Liquor Company	Liquor - Mdse for Resale	Pop/Mix	77.00	163067	12/21/2023 1
Johnson Brothers Liquor Company	Liquor - Mdse for Resale	Wine	-5.33	162821	12/07/2023 1
Johnson Brothers Liquor Company	Liquor - Mdse for Resale	Liquor	3,239.71	162821	12/07/2023 1
Johnson Brothers Liquor Company	Liquor - Mdse for Resale	Freight	117.32	163067	12/21/2023 1
Johnson Brothers Liquor Company	Liquor - Mdse for Resale	Pop/Mix	122.00	162821	12/07/2023 1
Johnson Brothers Liquor Company	Liquor - Mdse for Resale	Freight	3.96	163067	12/21/2023 1
Johnson Brothers Liquor Company	Liquor - Mdse for Resale	Freight	138.60	162821	12/07/2023 1
Johnson Brothers Liquor Company	Liquor - Mdse for Resale	Wine	3,714.85	162821	12/07/2023 1
Johnson Brothers Liquor Company	Liquor - Mdse for Resale	Wine	6,689.37	162821	12/07/2023 1
Johnson Brothers Liquor Company	Liquor - Mdse for Resale	Wine	-6.67	163067	12/21/2023 1
Johnson Brothers Liquor Company	Liquor - Mdse for Resale	Freight	115.83	163067	12/21/2023 1

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Johnson Brothers Liquor Company	Liquor - Mdse for Resale	Freight	154.78	163067	12/21/2023	1
Total for Johnson Brothers Liquor Company			62,406.79			
<u>KKOJ/KUXX</u>						
KKOJ/KUXX	Liquor Store	10/31 Sponsorship Ads Liquor Store	250.00	162822	12/07/2023	1
KKOJ/KUXX	Liquor Store	10/31 Vikings Sponsorship Ads Liquor Store	250.00	162822	12/07/2023	1
Total for KKOJ/KUXX			500.00			
<u>KLJ Engineering, LLC</u>						
KLJ Engineering, LLC	Airport	Design & Bidding Airfield Pavement RehabThrough 11/11/23 Airport	8,000.00	162796	12/06/2023	1
KLJ Engineering, LLC	Airport	Airport Layout Plan/Master Plan Update W AGIS	40,972.17	162873	12/11/2023	1
KLJ Engineering, LLC	Airport	Master Plan Update W AGIS Through 11/11/23 Airport	28,133.29	162796	12/06/2023	1
KLJ Engineering, LLC	Airport	ALP/MP Update Through 12/09/2023	1,191.07	163105	12/29/2023	1
Total for KLJ Engineering, LLC			78,296.53			
<u>Koppen</u>						
Koppen	Economic Development	Dec 2023 Cell Phone Reimbursement	46.44	0	12/06/2023	1
Total for Koppen			46.44			
<u>Kotewa</u>						
Kotewa	Crime Control & Investigation	Reimbursement for Safety Glasses	300.00	0	12/29/2023	1
Total for Kotewa			300.00			
<u>Kraus-Anderson Construction Co</u>						
Kraus-Anderson Construction Co	Community Center	Fmt Community Center Pre-Construction Services	24,500.00	162797	12/06/2023	1
Kraus-Anderson Construction Co	Community Center	Fmt Refrigeration Replacement Oct 2023	21,694.12	162712	11/29/2023	1
Total for Kraus-Anderson Construction Co			46,194.12			
<u>Last Touch Paint LLC</u>						
Last Touch Paint LLC	Animal Control	Paint for Humane Society April 2023	113.05	162798	12/06/2023	1
Total for Last Touch Paint LLC			113.05			
<u>League Of Mn Cities Ins Trust</u>						
League Of Mn Cities Ins Trust	Property/Liability Insurance	Claim # LMC GL 000000305313 06/20/2022	8,603.00	162799	12/06/2023	1
League Of Mn Cities Ins Trust	Workers Comp	Dec 2023 Work Comp Coverage Premium	104,753.00	162800	12/06/2023	1
Total for League Of Mn Cities Ins Trust			113,356.00			
<u>Lexis Nexis Risk Data Management, LL</u>						
Lexis Nexis Risk Data Management, LLC	Other General Gov't	Nov 2023 Monthly Subscription Fee	112.54	162874	12/11/2023	1
Total for Lexis Nexis Risk Data Management, LL			112.54			
<u>Lily Creek Home Inspection, LLC</u>						
Lily Creek Home Inspection, LLC	Building Inspection	10/24 to 11/07/2023 Rental Inspections	1,440.00	162713	11/29/2023	1
Total for Lily Creek Home Inspection, LLC			1,440.00			
<u>Liquor Store Petty Cash</u>						
Liquor Store Petty Cash	Liquor Store	Lock Box Liquor Store	44.01	163106	12/29/2023	1
Liquor Store Petty Cash	Liquor Store	Radio Ads Liquor Store	25.00	163106	12/29/2023	1
Total for Liquor Store Petty Cash			69.01			
<u>Locators & Supplies, Inc</u>						
Locators & Supplies, Inc	Paved Streets	Loggers HeadGear, Mount Kit for Hard Hat Light, Gloves	128.00	162915	12/12/2023	1
Locators & Supplies, Inc	Paved Streets	Flashlight & Gloves, Hard Hat Lights, Logger Headgear	293.27	162714	11/29/2023	1
Locators & Supplies, Inc	Parks	Loggers HeadGear, Mount Kit for Hard Hat Light, Gloves	128.00	162915	12/12/2023	1

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Locators & Supplies, Inc	Parks	Extenders for Saw Chaps	21.05	162875	12/11/2023 1
Locators & Supplies, Inc	Parks	Flashlight & Gloves, Hard Hat Lights, Logger Headgear	293.28	162714	11/29/2023 1
Total for Locators & Supplies, Inc			863.60		
<u>Lockridge Grindal Nauen P.L.L.P.</u>					
Lockridge Grindal Nauen P.L.L.P.	Other General Gov't	Government Relations Services Rendered Dec 2023	3,333.33	162916	12/12/2023 1
Total for Lockridge Grindal Nauen P.L.L.P.			3,333.33		
<u>Loughmiller</u>					
Loughmiller	Non-departmental	Refund Check 016041-002, 218 1/2 S Grant St #4	0.39	162772	12/04/2023 1
Loughmiller	Non-departmental	Refund Check 016041-002, 218 1/2 S Grant St #4	0.66	162772	12/04/2023 1
Loughmiller	Non-departmental	Refund Check 016041-002, 218 1/2 S Grant St #4	0.66	162772	12/04/2023 1
Total for Loughmiller			1.71		
<u>Mankato/Fairmont Fire & Safety</u>					
Mankato/Fairmont Fire & Safety	Aquatic Park	extinguisher inspection-Aquatic Park	179.00	162844	12/08/2023 1
Mankato/Fairmont Fire & Safety	Crime Control & Investigation	Fire Extinguisher Inspection/Repairs Police Dept	92.00	162715	11/29/2023 1
Mankato/Fairmont Fire & Safety	SMEC Building	extinguisher inspection-SMEC	75.00	162844	12/08/2023 1
Mankato/Fairmont Fire & Safety	General Government Buildings	Martin County Arena Fire Extinguisher Inspection/Service Call	305.00	162876	12/11/2023 1
Mankato/Fairmont Fire & Safety	General Government Buildings	City Hall Fire Extinguisher Inspection/Service Call	250.00	162876	12/11/2023 1
Mankato/Fairmont Fire & Safety	Parks	Park Dept Fire Extinguisher Inspection/Service Call	657.00	162876	12/11/2023 1
Mankato/Fairmont Fire & Safety	Paved Streets	Street Dept Fire Extinguisher Inspection/Service Call	657.00	162876	12/11/2023 1
Mankato/Fairmont Fire & Safety	Liquor Store	Liquor Store Fire Extinguisher Inspection/Service Call	75.00	162876	12/11/2023 1
Mankato/Fairmont Fire & Safety	Airport	Airport Fire Extinguisher Inspection/Service Call	196.00	162876	12/11/2023 1
Mankato/Fairmont Fire & Safety	Fire Fighting	Fire Dept Fire Extinguisher Inspection/Service Call	386.00	162876	12/11/2023 1
Mankato/Fairmont Fire & Safety	Animal Control	Humane Society Fire Extinguisher Inspection/Service Call	75.00	162876	12/11/2023 1
Total for Mankato/Fairmont Fire & Safety			2,947.00		
<u>Mann</u>					
Mann	Non-departmental	Refund Check 014498-001, 600 Burton Lane 204	0.24	162773	12/04/2023 1
Mann	Non-departmental	Refund Check 014498-001, 600 Burton Lane 204	0.36	162773	12/04/2023 1
Mann	Non-departmental	Refund Check 014498-001, 600 Burton Lane 204	0.36	162773	12/04/2023 1
Mann	Non-departmental	Refund Check 014498-001, 600 Burton Lane 204	0.04	162773	12/04/2023 1
Total for Mann			1.00		
<u>Marco Technologies, LLC</u>					
Marco Technologies, LLC	Lake Restoration	Contract Base Rate 12/02/23 to 01/01/24. Usage 11/02 to 12/01/23	2.39	162877	12/11/2023 1
Marco Technologies, LLC	Lake Restoration	Contract Base Rate 11/22/23 to 12/21/23 City Hall	2.46	162716	11/29/2023 1
Marco Technologies, LLC	Recording & Reporting	Contract Base Rate 12/14/23 to 01/13/24	14.86	162945	12/15/2023 1
Marco Technologies, LLC	Recording & Reporting	Contract Base Rate 11/22/23 to 12/21/23 City Hall	3.68	162716	11/29/2023 1
Marco Technologies, LLC	Recording & Reporting	Contract Base Rate 12/02/23 to 01/01/24. Usage 11/02 to 12/01/23	3.58	162877	12/11/2023 1
Marco Technologies, LLC	Crime Control & Investigation	Contract Base Rate 11/22/23 to 12/21/23 City Hall	2.45	162716	11/29/2023 1
Marco Technologies, LLC	Crime Control & Investigation	Contract Base Rate 12/02/23 to 01/01/24. Usage 11/02 to 12/01/23	2.39	162877	12/11/2023 1
Marco Technologies, LLC	Parks	Contract Base Rate 11/22/23 to 12/21/23 City Hall	3.68	162716	11/29/2023 1
Marco Technologies, LLC	Parks	Contract Base Rate 12/02/23 to 01/01/24. Usage 11/02 to 12/01/23	3.58	162877	12/11/2023 1
Marco Technologies, LLC	Director of Finance	Contract Base Rate 12/14/23 to 01/13/24	44.59	162945	12/15/2023 1
Marco Technologies, LLC	Director of Finance	Contract Base Rate 12/02/23 to 01/01/24. Usage 11/02 to 12/01/23	3.58	162877	12/11/2023 1
Marco Technologies, LLC	Director of Finance	Contract Base Rate 11/22/23 to 12/21/23 City Hall	3.68	162716	11/29/2023 1

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Marco Technologies, LLC	Planning & Zoning	Contract Base Rate 11/22/23 to 12/21/23 City Hall	6.14	162716	11/29/2023 1
Marco Technologies, LLC	Planning & Zoning	Contract Base Rate 12/02/23 to 01/01/24. Usage 11/02 to 12/01/23	5.97	162877	12/11/2023 1
Marco Technologies, LLC	Planning & Zoning	Contract Base Rate 12/14/23 to 01/13/24	14.86	162945	12/15/2023 1
Marco Technologies, LLC	Police Administration	Contract Base Rate 12/02/23 to 01/01/24. Usage 11/02 to 12/01/23	2.39	162877	12/11/2023 1
Marco Technologies, LLC	Police Administration	Contract Base Rate 11/22/23 to 12/21/23 City Hall	2.45	162716	11/29/2023 1
Marco Technologies, LLC	Fire Fighting	Contract Base Rate 12/02/23 to 01/01/24. Usage 11/02 to 12/01/23	3.58	162877	12/11/2023 1
Marco Technologies, LLC	Fire Fighting	Contract Base Rate 11/22/23 to 12/21/23 City Hall	3.68	162716	11/29/2023 1
Marco Technologies, LLC	City Manager	Contract Base Rate 11/22/23 to 12/21/23 City Hall	3.68	162716	11/29/2023 1
Marco Technologies, LLC	City Manager	Contract Base Rate 12/14/23 to 01/13/24	14.86	162945	12/15/2023 1
Marco Technologies, LLC	City Manager	Contract Base Rate 12/02/23 to 01/01/24. Usage 11/02 to 12/01/23	3.58	162877	12/11/2023 1
Marco Technologies, LLC	Economic Development	Contract Base Rate 11/22/23 to 12/21/23 City Hall	12.27	162716	11/29/2023 1
Marco Technologies, LLC	Economic Development	Contract Base Rate 12/02/23 to 01/01/24. Usage 11/02 to 12/01/23	11.95	162877	12/11/2023 1
Marco Technologies, LLC	Engineering	Contract Base Rate 12/14/23 to 01/13/24	14.86	162945	12/15/2023 1
Marco Technologies, LLC	Engineering	Contract Base Rate 12/02/23 to 01/01/24. Usage 11/02 to 12/01/23	17.92	162877	12/11/2023 1
Marco Technologies, LLC	Engineering	Contract Base Rate 11/22/23 to 12/21/23 City Hall	18.41	162716	11/29/2023 1
Marco Technologies, LLC	Airport	Contract Base Rate 12/02/23 to 01/01/24. Usage 11/02 to 12/01/23	2.39	162877	12/11/2023 1
Marco Technologies, LLC	Airport	Contract Base Rate 11/22/23 to 12/21/23 City Hall	2.46	162716	11/29/2023 1
Marco Technologies, LLC	Liquor Store	Contract Base Rate 12/14/23 to 01/13/24	14.86	162945	12/15/2023 1
Marco Technologies, LLC	Liquor Store	Contract Base Rate 11/22/23 to 12/21/23 City Hall	2.46	162716	11/29/2023 1
Marco Technologies, LLC	Liquor Store	Contract Base Rate 12/02/23 to 01/01/24. Usage 11/02 to 12/01/23	2.39	162877	12/11/2023 1
Marco Technologies, LLC	Paved Streets	Contract Base Rate 12/14/23 to 01/13/24	14.86	162945	12/15/2023 1
Marco Technologies, LLC	Paved Streets	Contract Base Rate 11/22/23 to 12/21/23 City Hall	2.45	162716	11/29/2023 1
Marco Technologies, LLC	Paved Streets	Contract Base Rate 12/02/23 to 01/01/24. Usage 11/02 to 12/01/23	2.39	162877	12/11/2023 1
Marco Technologies, LLC	Building Inspection	Contract Base Rate 12/02/23 to 01/01/24. Usage 11/02 to 12/01/23	5.97	162877	12/11/2023 1
Marco Technologies, LLC	Building Inspection	Contract Base Rate 11/22/23 to 12/21/23 City Hall	6.14	162716	11/29/2023 1
Marco Technologies, LLC	Data Processing	Contract Base Rate 11/22/23 to 12/21/23 City Hall	3.68	162716	11/29/2023 1
Marco Technologies, LLC	Data Processing	Contract Base Rate 12/02/23 to 01/01/24. Usage 11/02 to 12/01/23	3.58	162877	12/11/2023 1
Marco Technologies, LLC	Parking Lots	Contract Base Rate 11/22/23 to 12/21/23 City Hall	2.46	162716	11/29/2023 1
Marco Technologies, LLC	Parking Lots	Contract Base Rate 12/02/23 to 01/01/24. Usage 11/02 to 12/01/23	2.39	162877	12/11/2023 1
Total for Marco Technologies, LLC			296.00		
<u>Martin County Attorney's</u>					
Martin County Attorney's	Other General Gov't	Nov 2023 Prosecutorial Services	6,250.00	162878	12/11/2023 1
Total for Martin County Attorney's			6,250.00		
<u>Martin County Auditor</u>					
Martin County Auditor	Urban Redevelopment & Housing	mortgage registry tax indulge	149.50	163053	12/21/2023 1
Martin County Auditor	Crime Control & Investigation	Dec 2023 Frontier Phone Bill Police Dept	361.30	162917	12/12/2023 1
Martin County Auditor	Crime Control & Investigation	Nov 2023 Frontier Phone Bill Police Dept	361.30	162717	11/29/2023 1
Martin County Auditor	Crime Control & Investigation	December 2023 Rental of Security Bldg	4,776.59	162801	12/06/2023 1
Martin County Auditor	Storm Sewer Mnt	2024 Ditch Levy Assessment JD #18	46.21	163068	12/21/2023 1
Martin County Auditor	Storm Sewer Mnt	2024 Ditch Levy Assessment JD #18	11.14	163068	12/21/2023 1
Total for Martin County Auditor			5,706.04		
<u>Martin County Highway Dept</u>					
Martin County Highway Dept	Storm Sewer Mnt	fuel usage-november	1,167.85	162845	12/08/2023 1

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Martin County Highway Dept	Engineering	fuel usage-november	33.55	162845	12/08/2023 1
Martin County Highway Dept	Garbage Collection	fuel usage-november	329.67	162845	12/08/2023 1
Martin County Highway Dept	Fire Fighting	fuel usage-november	383.13	162845	12/08/2023 1
Martin County Highway Dept	Paved Streets	fuel usage-november	4,255.60	162845	12/08/2023 1
Martin County Highway Dept	Airport	fuel usage-november	254.98	162845	12/08/2023 1
Martin County Highway Dept	Crime Control & Investigation	fuel usage-november	2,755.52	162845	12/08/2023 1
Martin County Highway Dept	Other General Gov't	fuel usage-november	118.59	162845	12/08/2023 1
Martin County Highway Dept	Parks	fuel usage-november	3,262.56	162845	12/08/2023 1
Martin County Highway Dept	Animal Control	fuel usage-november	134.52	162845	12/08/2023 1
Total for Martin County Highway Dept			12,695.97		
<u>Martin County Recorder</u>					
Martin County Recorder	Urban Redevelopment & Housing	recording fee indolge	46.00	163054	12/21/2023 1
Martin County Recorder	Engineering	Misc Copy Fee	5.00	163107	12/29/2023 1
Total for Martin County Recorder			51.00		
<u>Martin County Solid Waste Program</u>					
Martin County Solid Waste Program	Garbage Collection	Electronics & Appliance Recycling 2023	17,105.50	162802	12/06/2023 1
Total for Martin County Solid Waste Program			17,105.50		
<u>Martin County Treasurer</u>					
Martin County Treasurer	Garbage Collection	Renewal Fee for Fmt 2024 Solid Waste/Recycling License	10.00	162728	11/29/2023 1
Total for Martin County Treasurer			10.00		
<u>Medsurety LLC</u>					
Medsurety LLC	Health Insurance	COBRA Admin Fees & Participant Fees Dec 2023	90.25	0	12/13/2023 1
Total for Medsurety LLC			90.25		
<u>Metro Sales Inc.</u>					
Metro Sales Inc.	Paved Streets	Contract Base Rate 12/3/23 to 3/2/24 Usage 09/03 to 12/02/23	74.48	163069	12/21/2023 1
Metro Sales Inc.	Parks	Contract Base Rate 12/3/23 to 3/2/24 Usage 09/03 to 12/02/23	74.48	163069	12/21/2023 1
Metro Sales Inc.	Crime Control & Investigation	Contract Base Rate 12/3/23 to 3/2/24 Usage 09/03 to 12/02/23 PD	369.05	163069	12/21/2023 1
Total for Metro Sales Inc.			518.01		
<u>Midco</u>					
Midco	Crime Control & Investigation	Dec 2023 Telephone City Hall	30.20	162946	12/15/2023 1
Midco	Recording & Reporting	Dec 2023 Telephone City Hall	60.39	162946	12/15/2023 1
Midco	SMEC Building	Dec 2023 Telephone SMEC	124.39	162946	12/15/2023 1
Midco	Aquatic Park	Dec 2023 Telephone Aquatic Park	64.80	162946	12/15/2023 1
Midco	Parks	Dec 2023 Telephone 801 E Margaret St	172.54	162946	12/15/2023 1
Midco	Parks	Dec 2023 Telephone 401 E Margaret St	38.72	162946	12/15/2023 1
Midco	Parks	Dec 2023 Telephone City Hall	30.19	162946	12/15/2023 1
Midco	Planning & Zoning	Dec 2023 Telephone City Hall	50.33	162946	12/15/2023 1
Midco	Director of Finance	Dec 2023 Telephone City Hall	50.33	162946	12/15/2023 1
Midco	Economic Development	Dec 2023 Telephone City Hall	40.26	162946	12/15/2023 1
Midco	Building Inspection	Dec 2023 Telephone City Hall	50.33	162946	12/15/2023 1
Midco	Airport	Dec 2023 Ethernet Circuit Airport	307.39	162946	12/15/2023 1
Midco	Airport	Dec 2023 Telephone City Hall	30.19	162946	12/15/2023 1
Midco	Airport	Dec 2023 Telephone Airport	62.30	162946	12/15/2023 1

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Midco	Data Processing	Dec 2023 City Hall Internet Circuit	600.39	162946	12/15/2023 1
Midco	Liquor Store	Dec 2023 Telephone Liquor Store	236.45	162946	12/15/2023 1
Midco	Library	Dec 2023 Telephone Library	531.21	162946	12/15/2023 1
Midco	Engineering	Dec 2023 Telephone City Hall	130.85	162946	12/15/2023 1
Midco	Paved Streets	Dec 2023 Telephone City Hall	60.39	162946	12/15/2023 1
Midco	Paved Streets	Dec 2023 Telephone 801 E Margaret St	172.54	162946	12/15/2023 1
Midco	Paved Streets	Dec 2023 Telephone 401 E Margaret St	38.72	162946	12/15/2023 1
Midco	Fire Fighting	Dec 2023 Telephone City Hall	20.13	162946	12/15/2023 1
Midco	Fire Fighting	Dec 2023 Telephone Fire Dept	60.83	162946	12/15/2023 1
Midco	Central Garage	Dec 2023 Telephone City Hall	20.13	162946	12/15/2023 1
Midco	City Manager	Dec 2023 Telephone City Hall	130.85	162946	12/15/2023 1
Midco	Animal Control	Dec 2023 Telephone Humane Society	94.26	162946	12/15/2023 1
Midco	Animal Control	Dec 2023 Internet Service Humane Society	117.39	162946	12/15/2023 1
Total for Midco			3,326.50		
<u>Mike's Emergency Vehicle Installation.</u>					
Mike's Emergency Vehicle Installation, LLC	Crime Control & Investigation	Squad #5 Left Alley Light Not Working. Replaced Light.	642.75	162879	12/11/2023 1
Total for Mike's Emergency Vehicle Installation,			642.75		
<u>Miller Sellner</u>					
Miller Sellner	Parks	Sheave #535	79.59	162880	12/11/2023 1
Miller Sellner	Parks	Pillow Blocks, Bearings, Joints #535	245.68	162880	12/11/2023 1
Total for Miller Sellner			325.27		
<u>Minnesota Dept of Admin</u>					
Minnesota Dept of Admin	Crime Control & Investigation	Oct 2023 Vehicle Leases Police Dept	2,786.77	162881	12/11/2023 1
Minnesota Dept of Admin	Crime Control & Investigation	Nov 2023 Vehicle Leases Police Dept	2,786.77	163070	12/21/2023 1
Total for Minnesota Dept of Admin			5,573.54		
<u>Minnesota Elevator, Inc</u>					
Minnesota Elevator, Inc	SMEC Building	SMEC December 2023 Yearly Elevator Service	2,154.00	162803	12/06/2023 1
Minnesota Elevator, Inc	General Government Buildings	December 2023 Monthly Elevator Service City Hall	168.47	162803	12/06/2023 1
Total for Minnesota Elevator, Inc			2,322.47		
<u>MN Dept Labor & Indust.</u>					
MN Dept Labor & Indust.	General Government Buildings	Ran Conduit to Antenna on City Hall Building	36.00	162804	12/06/2023 1
Total for MN Dept Labor & Indust.			36.00		
<u>Mn Dept of Employment & Economic D</u>					
Mn Dept of Employment & Economic Developmen	Intergovernmental Revenues	City of Fmt/Zierke Bit Mfg MN Investment Fund Grant CDAP-0063-H	3,064.18	162918	12/12/2023 1
Mn Dept of Employment & Economic Developmen	Intergovernmental Revenues	City of Fmt/Zierke Bit Mfg MN Invstmnt Fund Grant CDAP-0063-H	4,597.00	162918	12/12/2023 1
Total for Mn Dept of Employment & Economic D			7,661.18		
<u>MN Energy Resources Corp.</u>					
MN Energy Resources Corp.	Fire Fighting	Gas Utilities 10/31 to 12/03/2023 Fire Station	638.34	162947	12/15/2023 1
MN Energy Resources Corp.	Central Garage	gas utilities-417 E Margaret St	64.12	163079	12/21/2023 1
MN Energy Resources Corp.	Liquor Store	gas utilities-liquor store	290.88	163079	12/21/2023 1
MN Energy Resources Corp.	Library	Gas Utilities 10/19 to 11/19/23 Library	1,557.52	162718	11/29/2023 1
MN Energy Resources Corp.	Paved Streets	gas utilities-417 E Margaret St	196.97	163079	12/21/2023 1
MN Energy Resources Corp.	Parks	Gas Utilities 11/03 to 12/06/2023 Lincoln Park Shelter	26.41	162947	12/15/2023 1

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MN Energy Resources Corp.	Parks	gas utilities-417 E Margaret St	196.97	163079	12/21/2023 1
MN Energy Resources Corp.	Animal Control	gas utilities-522 E Margaret St	125.11	163079	12/21/2023 1
Total for MN Energy Resources Corp.			3,096.32		
<u>Mn State Fire Chiefs Assn.</u>					
Mn State Fire Chiefs Assn.	Fire Fighting	Membership Renewal Thru 12/31/2024	100.00	163108	12/29/2023 1
Total for Mn State Fire Chiefs Assn.			100.00		
<u>Mn State Patrol</u>					
Mn State Patrol	Central Garage	30 2024 Decals T Barnes	60.00	162919	12/12/2023 1
Mn State Patrol	Central Garage	30 2024 Decals R Martin	60.00	162919	12/12/2023 1
Total for Mn State Patrol			120.00		
<u>Morgan Creek Vineyards</u>					
Morgan Creek Vineyards	Liquor - Mdse for Resale	Wine	817.20	163071	12/21/2023 1
Total for Morgan Creek Vineyards			817.20		
<u>Motion Industries, Inc</u>					
Motion Industries, Inc	Storm Sewer Mnt	Double Groove Belt Ribbed #123	263.70	162719	11/29/2023 1
Total for Motion Industries, Inc			263.70		
<u>Motorola Solutions, Inc.</u>					
Motorola Solutions, Inc.	Crime Control & Investigation	Remote Development, Training, Configuration & Proj Mgmt	1,500.00	162948	12/15/2023 1
Total for Motorola Solutions, Inc.			1,500.00		
<u>M-R Sign Company</u>					
M-R Sign Company	Paved Streets	Street Identification Signs (Birch, Spruce, Chestnut, State+)	654.55	162882	12/11/2023 1
Total for M-R Sign Company			654.55		
<u>MSCIC</u>					
MSCIC	Crime Control & Investigation	Winter Conference 01/08 & 01/09/24 Mankato, MN Hagert & Beletti	300.00	162805	12/06/2023 1
Total for MSCIC			300.00		
<u>Municipal Emergency Services Inc.</u>					
Municipal Emergency Services Inc.	Fire Fighting	Turnout Gear Fire Dept	7,040.00	162883	12/11/2023 1
Municipal Emergency Services Inc.	Fire Fighting	SCBA Flow Tests & Repairs	2,164.58	163109	12/29/2023 1
Total for Municipal Emergency Services Inc.			9,204.58		
<u>MY-LOR, Inc.</u>					
MY-LOR, Inc.	Fire Fighting	Accountability Tags Fire Dept Algarra	24.84	162920	12/12/2023 1
Total for MY-LOR, Inc.			24.84		
<u>Napa Auto Fairmont</u>					
Napa Auto Fairmont	Central Garage	Starting Fluid	8.97	162921	12/12/2023 1
Napa Auto Fairmont	Central Garage	Brake Cleaner City Shop	74.16	163110	12/29/2023 1
Napa Auto Fairmont	Central Garage	Deep Well 6 pt, Impact Socket 3/4 drive	32.75	162921	12/12/2023 1
Napa Auto Fairmont	Central Garage	Bulk Trailer Wire	98.00	162884	12/11/2023 1
Napa Auto Fairmont	Storm Sewer Mnt	Air Filters #123	135.82	162720	11/29/2023 1
Napa Auto Fairmont	Airport	Bearings & Clutch Airport Saws	19.80	163110	12/29/2023 1
Napa Auto Fairmont	Airport	Bearings & Clutch Airport Saws	99.00	163110	12/29/2023 1
Napa Auto Fairmont	Road & Bridge Equipment	Oil Filter #112	13.00	163072	12/21/2023 1
Napa Auto Fairmont	Road & Bridge Equipment	Primary Air, Secondary Air #173	134.20	163072	12/21/2023 1
Napa Auto Fairmont	Road & Bridge Equipment	Oil Filter	-22.97	163072	12/21/2023 1

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Napa Auto Fairmont	Road & Bridge Equipment	Air Filter Street #109	32.66	162720	11/29/2023 1
Napa Auto Fairmont	Road & Bridge Equipment	Warranty Credit	-44.71	163072	12/21/2023 1
Napa Auto Fairmont	Parks	Bumper Strips Chain Saws	8.97	163072	12/21/2023 1
Napa Auto Fairmont	Parks	Driver's Side Inside Door Handle #501	19.17	162884	12/11/2023 1
Napa Auto Fairmont	Parks	Pole Saw Chain Bar Park Dept	38.99	162720	11/29/2023 1
Napa Auto Fairmont	Parks	Guide Bars	-77.98	162921	12/12/2023 1
Napa Auto Fairmont	Parks	Pole Saw Chain Bar Park Dept	38.99	162720	11/29/2023 1
Napa Auto Fairmont	Parks	Air Filter #531	46.78	162921	12/12/2023 1
Total for Napa Auto Fairmont			655.60		
<u>Napier</u>					
Napier	Non-departmental	Refund Check 013444-002, 1329 Johnson St #C	2.12	162774	12/04/2023 1
Napier	Non-departmental	Refund Check 013444-002, 1329 Johnson St #C	0.21	162774	12/04/2023 1
Napier	Non-departmental	Refund Check 013444-002, 1329 Johnson St #C	1.42	162774	12/04/2023 1
Napier	Non-departmental	Refund Check 013444-002, 1329 Johnson St #C	2.12	162774	12/04/2023 1
Total for Napier			5.87		
<u>Nelson</u>					
Nelson	Crime Control & Investigation	11/15/23 ERU Training St James, MN	26.00	0	11/29/2023 1
Total for Nelson			26.00		
<u>Neo Electrical Solutions, LLC</u>					
Neo Electrical Solutions, LLC	Airport	Annual FAA Ground Check	4,584.71	163111	12/29/2023 1
Total for Neo Electrical Solutions, LLC			4,584.71		
<u>Nielsen Blacktopping & Concrete</u>					
Nielsen Blacktopping & Concrete	Paved Streets	Blacktop Nov 15 & Nov 16, 2023	1,481.92	162806	12/06/2023 1
Total for Nielsen Blacktopping & Concrete			1,481.92		
<u>Northland Securities, Inc.</u>					
Northland Securities, Inc.	Other General Gov't	Debt Study-2023 Update	3,500.00	162807	12/06/2023 1
Total for Northland Securities, Inc.			3,500.00		
<u>Nutrien Ag Solutions, Inc</u>					
Nutrien Ag Solutions, Inc	Parks	Triplet SF 2x2.5 GA Park Dept	389.98	162885	12/11/2023 1
Nutrien Ag Solutions, Inc	Parks	Round Up Park Dept	335.60	162885	12/11/2023 1
Nutrien Ag Solutions, Inc	Airport	Bark Oil Blue, Garlon 4 Ultra Airport	872.00	162885	12/11/2023 1
Total for Nutrien Ag Solutions, Inc			1,597.58		
<u>Olson Rentals, Inc.</u>					
Olson Rentals, Inc.	Paved Streets	Sign Repair	10.69	162922	12/12/2023 1
Total for Olson Rentals, Inc.			10.69		
<u>O'Neill</u>					
O'Neill	City Manager	Dec 2023 Cell Phone Reimbursement	50.00	0	12/06/2023 1
O'Neill	City Manager	Nov 2023 Contract Related Expenses	1,435.82	0	12/06/2023 1
Total for O'Neill			1,485.82		
<u>Optum</u>					
Optum	Health Insurance	Dec 2023 Employee Assistance Program Premiums	155.55	0	12/12/2023 1
Total for Optum			155.55		
<u>O'Reilly Auto Parts</u>					

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O'Reilly Auto Parts	Central Garage	Pocket Screw Drivers	9.98	162886	12/11/2023 1
O'Reilly Auto Parts	Central Garage	Tools City Shop	25.98	162886	12/11/2023 1
O'Reilly Auto Parts	Parks	Alt Bearing Park Dept	25.59	162923	12/12/2023 1
O'Reilly Auto Parts	Road & Bridge Equipment	Core Return #168	-45.00	162886	12/11/2023 1
O'Reilly Auto Parts	Road & Bridge Equipment	Resistor #102	18.44	162886	12/11/2023 1
Total for O'Reilly Auto Parts			34.99		
<u>Paustis Wine Company</u>					
Paustis Wine Company	Liquor - Mdse for Resale	Freight	27.00	162823	12/07/2023 1
Paustis Wine Company	Liquor - Mdse for Resale	Freight	60.00	163073	12/21/2023 1
Paustis Wine Company	Liquor - Mdse for Resale	Wine	1,900.25	162823	12/07/2023 1
Paustis Wine Company	Liquor - Mdse for Resale	Wine	4,131.00	163073	12/21/2023 1
Total for Paustis Wine Company			6,118.25		
<u>PC Janitorial Supply</u>					
PC Janitorial Supply	Ice & Snow Removal	Ice Melt Ice & Snow	847.50	162721	11/29/2023 1
PC Janitorial Supply	SMEC Building	Cleaning Supplies SMEC	481.05	162924	12/12/2023 1
PC Janitorial Supply	Parks	Cleaning Supplies Park Dept	364.50	162721	11/29/2023 1
PC Janitorial Supply	Parks	High Power Fan Park Dept	229.00	163112	12/29/2023 1
PC Janitorial Supply	General Government Buildings	Cleaning Supplies City Hall	201.85	162924	12/12/2023 1
PC Janitorial Supply	Library	Cleaning Supplies Library	105.90	162924	12/12/2023 1
Total for PC Janitorial Supply			2,229.80		
<u>Phillips Wine & Spirits</u>					
Phillips Wine & Spirits	Liquor - Mdse for Resale	black cheery and blue cheese syrup	134.40	162849	12/08/2023 1
Phillips Wine & Spirits	Liquor - Mdse for Resale	Wine	4,034.12	162824	12/07/2023 1
Phillips Wine & Spirits	Liquor - Mdse for Resale	Freight	616.29	162824	12/07/2023 1
Phillips Wine & Spirits	Liquor - Mdse for Resale	zingzang	56.10	162849	12/08/2023 1
Phillips Wine & Spirits	Liquor - Mdse for Resale	Liquor	25,609.56	162824	12/07/2023 1
Phillips Wine & Spirits	Liquor - Mdse for Resale	freight	5.94	162849	12/08/2023 1
Phillips Wine & Spirits	Liquor - Mdse for Resale	Beer	194.10	163074	12/21/2023 1
Phillips Wine & Spirits	Liquor - Mdse for Resale	Wine	160.00	163074	12/21/2023 1
Phillips Wine & Spirits	Liquor - Mdse for Resale	Beer	1,278.45	162824	12/07/2023 1
Phillips Wine & Spirits	Liquor - Mdse for Resale	Liquor	15,157.65	163074	12/21/2023 1
Phillips Wine & Spirits	Liquor - Mdse for Resale	Liquor	3,776.02	163074	12/21/2023 1
Phillips Wine & Spirits	Liquor - Mdse for Resale	Liquor	-2.25	163074	12/21/2023 1
Phillips Wine & Spirits	Liquor - Mdse for Resale	Freight	99.34	163074	12/21/2023 1
Phillips Wine & Spirits	Liquor - Mdse for Resale	Beer	504.60	163074	12/21/2023 1
Phillips Wine & Spirits	Liquor - Mdse for Resale	Wine	1,499.92	163074	12/21/2023 1
Phillips Wine & Spirits	Liquor - Mdse for Resale	Wine	2,646.70	163074	12/21/2023 1
Phillips Wine & Spirits	Liquor - Mdse for Resale	Freight	243.71	163074	12/21/2023 1
Phillips Wine & Spirits	Liquor - Mdse for Resale	Pop/Mix	78.57	162824	12/07/2023 1
Phillips Wine & Spirits	Liquor - Mdse for Resale	Freight	11.88	163074	12/21/2023 1
Phillips Wine & Spirits	Liquor - Mdse for Resale	Pop/Mix	153.50	163074	12/21/2023 1
Phillips Wine & Spirits	Liquor - Mdse for Resale	Freight	57.76	163074	12/21/2023 1
Phillips Wine & Spirits	Liquor - Mdse for Resale	Liquor	-20.43	163074	12/21/2023 1

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Phillips Wine & Spirits	Liquor - Mdse for Resale	Freight	53.96	163074	12/21/2023 1
Total for Phillips Wine & Spirits			56,349.89		
<u>Phoenix Distributors</u>					
Phoenix Distributors	Crime Control & Investigation	Colt Rifle CR6933	1,950.00	162925	12/12/2023 1
Total for Phoenix Distributors			1,950.00		
<u>Photo Press</u>					
Photo Press	Liquor Store	Shop Local Puzzle Liquor Store	25.00	162926	12/12/2023 1
Photo Press	Liquor Store	Veteran's Day Sponsor Ad Liquor Store	55.00	162926	12/12/2023 1
Photo Press	Liquor Store	Thanksgiving Ad Liquor Store	202.50	162926	12/12/2023 1
Photo Press	Liquor Store	Desk Calendars Liquor Store	200.00	162926	12/12/2023 1
Photo Press	Liquor Store	Holiday Gift Ideas Liquor Store Ad	25.00	162926	12/12/2023 1
Photo Press	Liquor Store	Home for the Holidays Liquor Store Ad	450.00	162926	12/12/2023 1
Total for Photo Press			957.50		
<u>Pitney Bowes Bank Inc Purchase Power</u>					
Pitney Bowes Bank Inc Purchase Power	Liquor Store	Postage for Postage Meter	67.85	162722	11/29/2023 1
Pitney Bowes Bank Inc Purchase Power	Building Inspection	Postage for Postage Meter	113.08	162722	11/29/2023 1
Pitney Bowes Bank Inc Purchase Power	Airport	Postage for Postage Meter	113.08	162722	11/29/2023 1
Pitney Bowes Bank Inc Purchase Power	Data Processing	Postage for Postage Meter	67.85	162722	11/29/2023 1
Pitney Bowes Bank Inc Purchase Power	City Manager	Postage for Postage Meter	113.08	162722	11/29/2023 1
Pitney Bowes Bank Inc Purchase Power	Fire Fighting	Postage for Postage Meter	90.47	162722	11/29/2023 1
Pitney Bowes Bank Inc Purchase Power	Paved Streets	Postage for Postage Meter	45.23	162722	11/29/2023 1
Pitney Bowes Bank Inc Purchase Power	Engineering	Postage for Postage Meter	248.78	162722	11/29/2023 1
Pitney Bowes Bank Inc Purchase Power	Economic Development	Postage for Postage Meter	113.08	162722	11/29/2023 1
Pitney Bowes Bank Inc Purchase Power	Crime Control & Investigation	Postage for Postage Meter	67.85	162722	11/29/2023 1
Pitney Bowes Bank Inc Purchase Power	Recording & Reporting	Postage for Postage Meter	113.08	162722	11/29/2023 1
Pitney Bowes Bank Inc Purchase Power	Lake Restoration	Postage for Postage Meter	67.85	162722	11/29/2023 1
Pitney Bowes Bank Inc Purchase Power	Police Administration	Postage for Postage Meter	45.23	162722	11/29/2023 1
Pitney Bowes Bank Inc Purchase Power	Director of Finance	Postage for Postage Meter	113.08	162722	11/29/2023 1
Pitney Bowes Bank Inc Purchase Power	Planning & Zoning	Postage for Postage Meter	113.08	162722	11/29/2023 1
Pitney Bowes Bank Inc Purchase Power	Parks	Postage for Postage Meter	90.47	162722	11/29/2023 1
Pitney Bowes Bank Inc Purchase Power	Parking Lots	Postage for Postage Meter	67.85	162722	11/29/2023 1
Total for Pitney Bowes Bank Inc Purchase Power			1,650.99		
<u>Pitney Bowes Global Financial Service</u>					
Pitney Bowes Global Financial Services LLC	Parking Lots	09/30/23 to 12/29/2023 Postage Meter Lease	12.34	162887	12/11/2023 1
Pitney Bowes Global Financial Services LLC	Parks	09/30/23 to 12/29/2023 Postage Meter Lease	16.46	162887	12/11/2023 1
Pitney Bowes Global Financial Services LLC	Police Administration	09/30/23 to 12/29/2023 Postage Meter Lease	8.23	162887	12/11/2023 1
Pitney Bowes Global Financial Services LLC	Planning & Zoning	09/30/23 to 12/29/2023 Postage Meter Lease	20.57	162887	12/11/2023 1
Pitney Bowes Global Financial Services LLC	Director of Finance	09/30/23 to 12/29/2023 Postage Meter Lease	20.57	162887	12/11/2023 1
Pitney Bowes Global Financial Services LLC	Lake Restoration	09/30/23 to 12/29/2023 Postage Meter Lease	12.34	162887	12/11/2023 1
Pitney Bowes Global Financial Services LLC	Crime Control & Investigation	09/30/23 to 12/29/2023 Postage Meter Lease	12.34	162887	12/11/2023 1
Pitney Bowes Global Financial Services LLC	Recording & Reporting	09/30/23 to 12/29/2023 Postage Meter Lease	20.57	162887	12/11/2023 1
Pitney Bowes Global Financial Services LLC	Economic Development	09/30/23 to 12/29/2023 Postage Meter Lease	20.57	162887	12/11/2023 1
Pitney Bowes Global Financial Services LLC	Engineering	09/30/23 to 12/29/2023 Postage Meter Lease	45.26	162887	12/11/2023 1

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Pitney Bowes Global Financial Services LLC	Fire Fighting	09/30/23 to 12/29/2023 Postage Meter Lease	16.46	162887	12/11/2023 1
Pitney Bowes Global Financial Services LLC	City Manager	09/30/23 to 12/29/2023 Postage Meter Lease	20.57	162887	12/11/2023 1
Pitney Bowes Global Financial Services LLC	Data Processing	09/30/23 to 12/29/2023 Postage Meter Lease	12.34	162887	12/11/2023 1
Pitney Bowes Global Financial Services LLC	Building Inspection	09/30/23 to 12/29/2023 Postage Meter Lease	20.57	162887	12/11/2023 1
Pitney Bowes Global Financial Services LLC	Paved Streets	09/30/23 to 12/29/2023 Postage Meter Lease	8.23	162887	12/11/2023 1
Pitney Bowes Global Financial Services LLC	Airport	09/30/23 to 12/29/2023 Postage Meter Lease	20.57	162887	12/11/2023 1
Pitney Bowes Global Financial Services LLC	Liquor Store	09/30/23 to 12/29/2023 Postage Meter Lease	12.34	162887	12/11/2023 1
Total for Pitney Bowes Global Financial Service:			300.33		
<u>Plunkett's Pest Control, Inc.</u>					
Plunkett's Pest Control, Inc.	Paved Streets	Nov 2023 General Pest Control Park/Street	63.00	162888	12/11/2023 1
Plunkett's Pest Control, Inc.	Paved Streets	Sept 2023Pest Control 801 E Margaret St	63.00	162723	11/29/2023 1
Plunkett's Pest Control, Inc.	Parks	Sept 2023Pest Control 801 E Margaret St	63.00	162723	11/29/2023 1
Plunkett's Pest Control, Inc.	Parks	Nov 2023 General Pest Control Park/Street	63.00	162888	12/11/2023 1
Total for Plunkett's Pest Control, Inc.			252.00		
<u>Police Dept/ Petty Cash</u>					
Police Dept/ Petty Cash	Crime Control & Investigation	Postage for Certified Mail to MN BCA FMP23-8344	10.69	162927	12/12/2023 1
Total for Police Dept/ Petty Cash			10.69		
<u>Powerplan</u>					
Powerplan	Airport	Knife Assy Airport #173	497.08	162928	12/12/2023 1
Total for Powerplan			497.08		
<u>Prairieland Solid Waste Mgmnt</u>					
Prairieland Solid Waste Mgmnt	Garbage Collection	Nov 2023 Refuse Removal	179.71	162809	12/06/2023 1
Prairieland Solid Waste Mgmnt	Garbage Collection	Nov 2023 City Wide Cleanup	3,195.75	162809	12/06/2023 1
Total for Prairieland Solid Waste Mgmnt			3,375.46		
<u>Public Utilities Commission</u>					
Public Utilities Commission	Paved Streets	Dec 2023 Utilities	118.67	162949	12/15/2023 1
Public Utilities Commission	Paved Streets	Dec 2023 Electric Utilities 801 E Margaret	703.79	162949	12/15/2023 1
Public Utilities Commission	Paved Streets	Dec 2023 Utilities	68.30	162949	12/15/2023 1
Public Utilities Commission	Paved Streets	Dec 2023 Utilities	34.98	162949	12/15/2023 1
Public Utilities Commission	Paved Streets	Dec 2023 Utilities	28.62	162949	12/15/2023 1
Public Utilities Commission	Central Garage	Dec 2023 Utilities	1.84	162949	12/15/2023 1
Public Utilities Commission	Street Lighting	Dec 2023 Utilities	2,451.05	162949	12/15/2023 1
Public Utilities Commission	Street Lighting	Dec 2023 Utilities	11.82	162949	12/15/2023 1
Public Utilities Commission	Street Lighting	Dec 2023 Utilities	4,405.73	162949	12/15/2023 1
Public Utilities Commission	Fire Fighting	Dec 2023 Utilities	40.35	162949	12/15/2023 1
Public Utilities Commission	Fire Fighting	Dec 2023 Utilities	314.07	162949	12/15/2023 1
Public Utilities Commission	Central Garage	Dec 2023 Electric Utilities 801 E Margaret	229.14	162949	12/15/2023 1
Public Utilities Commission	Fire Fighting	Dec 2023 Utilities	21.37	162949	12/15/2023 1
Public Utilities Commission	Fire Fighting	Dec 2023 Utilities	114.18	162949	12/15/2023 1
Public Utilities Commission	Airport	Dec 2023 Utilities	204.90	162949	12/15/2023 1
Public Utilities Commission	Airport	Dec 2023 Utilities	57.24	162949	12/15/2023 1
Public Utilities Commission	Airport	Dec 2023 Electric Utilities D Hangar Airport	69.36	162949	12/15/2023 1
Public Utilities Commission	Airport	Dec 2023 Utilities	2,229.66	162949	12/15/2023 1

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Public Utilities Commission	Liquor Store	Dec 2023 Utilities	1,951.81	162949	12/15/2023 1
Public Utilities Commission	Liquor Store	Dec 2023 Utilities	79.37	162949	12/15/2023 1
Public Utilities Commission	Liquor Store	Dec 2023 Utilities	55.88	162949	12/15/2023 1
Public Utilities Commission	Liquor Store	Dec 2023 Utilities	39.69	162949	12/15/2023 1
Public Utilities Commission	Library	Dec 2023 Utilities	1,269.14	162949	12/15/2023 1
Public Utilities Commission	Library	Dec 2023 Utilities	94.30	162949	12/15/2023 1
Public Utilities Commission	Library	Dec 2023 Utilities	39.69	162949	12/15/2023 1
Public Utilities Commission	Library	Dec 2023 Utilities	21.21	162949	12/15/2023 1
Public Utilities Commission	Airport	Dec 2023 Utilities	791.99	162949	12/15/2023 1
Public Utilities Commission	SMEC Building	Dec 2023 Utilities	133.80	162949	12/15/2023 1
Public Utilities Commission	SMEC Building	Dec 2023 Utilities	2,907.85	162949	12/15/2023 1
Public Utilities Commission	SMEC Building	Dec 2023 Utilities	39.69	162949	12/15/2023 1
Public Utilities Commission	Lake Restoration	Dec 2023 Utilities	95.45	162949	12/15/2023 1
Public Utilities Commission	Aquatic Park	Dec 2023 Utilities	1,225.03	162949	12/15/2023 1
Public Utilities Commission	Aquatic Park	Dec 2023 Utilities	68.30	162949	12/15/2023 1
Public Utilities Commission	Aquatic Park	Dec 2023 Utilities	183.63	162949	12/15/2023 1
Public Utilities Commission	Aquatic Park	Dec 2023 Utilities	28.62	162949	12/15/2023 1
Public Utilities Commission	Parks	Dec 2023 Utilities	438.48	162949	12/15/2023 1
Public Utilities Commission	Parks	Dec 2023 Water Utilities 801 E Margaret	159.98	162949	12/15/2023 1
Public Utilities Commission	Parks	Dec 2023 Utilities	1,126.60	162949	12/15/2023 1
Public Utilities Commission	Parks	Dec 2023 Utilities	974.16	162949	12/15/2023 1
Public Utilities Commission	Parks	Dec 2023 Sewer Utilities 801 E Margaret	68.81	162949	12/15/2023 1
Public Utilities Commission	Parks	Dec 2023 Sewer Utilities 801 E Margaret	15.83	162949	12/15/2023 1
Public Utilities Commission	Parks	Dec 2023 Utilities	2,806.84	162949	12/15/2023 1
Public Utilities Commission	Parks	Dec 2023 Electric Utilities 801 E Margaret	703.79	162949	12/15/2023 1
Public Utilities Commission	General Government Buildings	Dec 2023 Utilities	86.60	162949	12/15/2023 1
Public Utilities Commission	General Government Buildings	Dec 2023 Utilities	39.69	162949	12/15/2023 1
Public Utilities Commission	General Government Buildings	Dec 2023 Utilities	1,938.01	162949	12/15/2023 1
Public Utilities Commission	General Government Buildings	Dec 2023 Utilities	35.62	162949	12/15/2023 1
Public Utilities Commission	Animal Control	Dec 2023 Utilities	76.71	162949	12/15/2023 1
Public Utilities Commission	Animal Control	Dec 2023 Utilities	172.69	162949	12/15/2023 1
Public Utilities Commission	Animal Control	Dec 2023 Utilities	353.28	162949	12/15/2023 1
Public Utilities Commission	Animal Control	Dec 2023 Utilities	17.41	162949	12/15/2023 1
Public Utilities Commission	Parking Lots	Dec 2023 Utilities	181.41	162949	12/15/2023 1
Public Utilities Commission	Parking Lots	Dec 2023 Utilities	221.94	162949	12/15/2023 1
		Total for Public Utilities Commission	29,548.37		
<u>Ray O'Herron</u>					
Ray O'Herron	Fiscal Sponsor	FX Marking Cart 9MM Red, FX 5.56mm Red 20rd/Bx HEAT Team	776.74	162724	11/29/2023 1
		Total for Ray O'Herron	776.74		
<u>Red Bull Distribution Company</u>					
Red Bull Distribution Company	Liquor - Mdse for Resale	Pop/Mix	210.00	162825	12/07/2023 1
		Total for Red Bull Distribution Company	210.00		
<u>Redi Haul Trailers, Inc</u>					

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Redi Haul Trailers, Inc	Central Garage	Misc Iron City Shop	300.00	163075	12/21/2023 1
Redi Haul Trailers, Inc	Parks	Bolt Kit & Coupler Park #560	49.70	163075	12/21/2023 1
		Total for Redi Haul Trailers, Inc	349.70		
<u>Richards Auto Repair</u>					
Richards Auto Repair	Crime Control & Investigation	Firestone Pursuit Tires Squad #5	579.48	162950	12/15/2023 1
Richards Auto Repair	Crime Control & Investigation	Firestone Pursuit Tires Squad #10	604.08	162950	12/15/2023 1
Richards Auto Repair	Crime Control & Investigation	Squad #6 Left Rear Tire Nail Beyond Fixing	174.62	162950	12/15/2023 1
		Total for Richards Auto Repair	1,358.18		
<u>River Bend Business Products</u>					
River Bend Business Products	Crime Control & Investigation	Cases of Printer Paper (4)	10.08	162889	12/11/2023 1
River Bend Business Products	Crime Control & Investigation	Office Supplies Police Dept	13.55	163076	12/21/2023 1
River Bend Business Products	Crime Control & Investigation	Office Supplies	5.76	162951	12/15/2023 1
River Bend Business Products	Crime Control & Investigation	Office Supplies City Hall	7.61	162889	12/11/2023 1
River Bend Business Products	Crime Control & Investigation	Office Supplies	18.56	162951	12/15/2023 1
River Bend Business Products	Recording & Reporting	Office Supplies City Hall	12.69	162889	12/11/2023 1
River Bend Business Products	Recording & Reporting	Cases of Printer Paper (4)	16.80	162889	12/11/2023 1
River Bend Business Products	SMEC Building	Printer Usage 10/25 to 11/27/2023 SMEC	0.22	162889	12/11/2023 1
River Bend Business Products	Lake Restoration	Office Supplies City Hall	5.08	162889	12/11/2023 1
River Bend Business Products	Lake Restoration	Cases of Printer Paper (4)	6.72	162889	12/11/2023 1
River Bend Business Products	Parks	Cases of Printer Paper (4)	13.44	162889	12/11/2023 1
River Bend Business Products	Parks	Office Supplies City Hall	10.15	162889	12/11/2023 1
River Bend Business Products	Director of Finance	Cases of Printer Paper (4)	16.80	162889	12/11/2023 1
River Bend Business Products	Director of Finance	Office Supplies City Hall	12.69	162889	12/11/2023 1
River Bend Business Products	Planning & Zoning	Cases of Printer Paper (4)	16.80	162889	12/11/2023 1
River Bend Business Products	Planning & Zoning	Office Supplies City Hall	12.69	162889	12/11/2023 1
River Bend Business Products	Police Administration	Cases of Printer Paper (4)	6.72	162889	12/11/2023 1
River Bend Business Products	Police Administration	Office Supplies City Hall	5.08	162889	12/11/2023 1
River Bend Business Products	City Manager	Cases of Printer Paper (4)	16.80	162889	12/11/2023 1
River Bend Business Products	City Manager	Office Supplies City Hall	12.69	162889	12/11/2023 1
River Bend Business Products	Fire Fighting	Office Supplies City Hall	10.15	162889	12/11/2023 1
River Bend Business Products	Fire Fighting	Cases of Printer Paper (4)	13.44	162889	12/11/2023 1
River Bend Business Products	Paved Streets	Office Supplies City Hall	5.08	162889	12/11/2023 1
River Bend Business Products	Economic Development	Office Supplies City Hall	7.61	162889	12/11/2023 1
River Bend Business Products	Economic Development	Cases of Printer Paper (4)	10.08	162889	12/11/2023 1
River Bend Business Products	Engineering	Cases of Printer Paper (4)	36.96	162889	12/11/2023 1
River Bend Business Products	Engineering	Office Supplies City Hall	27.91	162889	12/11/2023 1
River Bend Business Products	Data Processing	Office Supplies City Hall	7.61	162889	12/11/2023 1
River Bend Business Products	Data Processing	Cases of Printer Paper (4)	10.08	162889	12/11/2023 1
River Bend Business Products	Paved Streets	Cases of Printer Paper (4)	6.72	162889	12/11/2023 1
River Bend Business Products	Building Inspection	Cases of Printer Paper (4)	16.80	162889	12/11/2023 1
River Bend Business Products	Building Inspection	Office Supplies City Hall	12.69	162889	12/11/2023 1
River Bend Business Products	Liquor Store	Office Supplies City Hall	5.08	162889	12/11/2023 1
River Bend Business Products	Airport	Cases of Printer Paper (4)	16.80	162889	12/11/2023 1

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River Bend Business Products	Airport	Office Supplies City Hall	12.69	162889	12/11/2023 1
River Bend Business Products	Liquor Store	Cases of Printer Paper (4)	6.72	162889	12/11/2023 1
River Bend Business Products	Parking Lots	Cases of Printer Paper (4)	6.72	162889	12/11/2023 1
River Bend Business Products	Parking Lots	Office Supplies City Hall	5.08	162889	12/11/2023 1
Total for River Bend Business Products			439.15		
<u>Rosacker</u>					
Rosacker	Non-departmental	Refund Check 018451-000, 600 Burton Lane 209	5.08	162775	12/04/2023 1
Rosacker	Non-departmental	Refund Check 018451-000, 600 Burton Lane 209	0.51	162775	12/04/2023 1
Rosacker	Non-departmental	Refund Check 018451-000, 600 Burton Lane 209	5.08	162775	12/04/2023 1
Rosacker	Non-departmental	Refund Check 018451-000, 600 Burton Lane 209	3.41	162775	12/04/2023 1
Total for Rosacker			14.08		
<u>Rosburg, Brian</u>					
Rosburg, Brian	Airport	Jan 2024 Snow Removal Airport	3,400.00	162929	12/12/2023 1
Total for Rosburg, Brian			3,400.00		
<u>Rouse</u>					
Rouse	Non-departmental	Facade Program Loan	3,050.00	163012	12/18/2023 1
Total for Rouse			3,050.00		
<u>RTT Mobile Interpretation</u>					
RTT Mobile Interpretation	Crime Control & Investigation	10/16 to 11/15, 2023 Minutes Used	81.76	162890	12/11/2023 1
Total for RTT Mobile Interpretation			81.76		
<u>Salazar</u>					
Salazar	Non-departmental	Refund Check 018695-000, 601 E 6th St Frt Apt	0.91	162776	12/04/2023 1
Salazar	Non-departmental	Refund Check 018695-000, 601 E 6th St Frt Apt	0.66	162776	12/04/2023 1
Salazar	Non-departmental	Refund Check 018695-000, 601 E 6th St Frt Apt	0.06	162776	12/04/2023 1
Salazar	Non-departmental	Refund Check 018695-000, 601 E 6th St Frt Apt	0.66	162776	12/04/2023 1
Salazar	Non-departmental	Refund Check 018695-000, 601 E 6th St Frt Apt	0.44	162776	12/04/2023 1
Total for Salazar			2.73		
<u>Sanow, Chad</u>					
Sanow, Chad	Crime Control & Investigation	Reimbursement for Safety Glasses	300.00	0	12/12/2023 1
Total for Sanow, Chad			300.00		
<u>Shamrock Recycling, Inc.</u>					
Shamrock Recycling, Inc.	Garbage Collection	Nov 2023 Tree Dump Cleanup	1,650.00	162930	12/12/2023 1
Total for Shamrock Recycling, Inc.			1,650.00		
<u>Shenanigans</u>					
Shenanigans	Non-departmental	Refund Check 008632-000, 115 1/2 E 3rd St	1.64	162777	12/04/2023 1
Shenanigans	Non-departmental	Refund Check 008632-000, 115 1/2 E 3rd St	0.22	162777	12/04/2023 1
Shenanigans	Non-departmental	Refund Check 008632-000, 115 1/2 E 3rd St	2.45	162777	12/04/2023 1
Shenanigans	Non-departmental	Refund Check 008632-000, 115 1/2 E 3rd St	2.45	162777	12/04/2023 1
Total for Shenanigans			6.76		
<u>Southern Glazer's Wine & Spirits of MN</u>					
Southern Glazer's Wine & Spirits of MN	Liquor - Mdse for Resale	Wine	64.36	162826	12/07/2023 1
Southern Glazer's Wine & Spirits of MN	Liquor - Mdse for Resale	Freight	1.55	163077	12/21/2023 1
Southern Glazer's Wine & Spirits of MN	Liquor - Mdse for Resale	Pop/Mix	54.00	163077	12/21/2023 1

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Southern Glazer's Wine & Spirits of MN	Liquor - Mdse for Resale	Freight	0.52	163077	12/21/2023 1
Southern Glazer's Wine & Spirits of MN	Liquor - Mdse for Resale	Freight	73.11	163077	12/21/2023 1
Southern Glazer's Wine & Spirits of MN	Liquor - Mdse for Resale	Liquor	3,619.80	163077	12/21/2023 1
Southern Glazer's Wine & Spirits of MN	Liquor - Mdse for Resale	Freight	15.50	163077	12/21/2023 1
Southern Glazer's Wine & Spirits of MN	Liquor - Mdse for Resale	Wine	951.77	163077	12/21/2023 1
Southern Glazer's Wine & Spirits of MN	Liquor - Mdse for Resale	Freight	1.55	163077	12/21/2023 1
Southern Glazer's Wine & Spirits of MN	Liquor - Mdse for Resale	Liquor	212.50	163077	12/21/2023 1
Southern Glazer's Wine & Spirits of MN	Liquor - Mdse for Resale	Freight	135.61	162826	12/07/2023 1
Southern Glazer's Wine & Spirits of MN	Liquor - Mdse for Resale	Liquor	6,925.38	163077	12/21/2023 1
Southern Glazer's Wine & Spirits of MN	Liquor - Mdse for Resale	Freight	64.25	163077	12/21/2023 1
Southern Glazer's Wine & Spirits of MN	Liquor - Mdse for Resale	Wine	826.36	163077	12/21/2023 1
Southern Glazer's Wine & Spirits of MN	Liquor - Mdse for Resale	Freight	86.93	163077	12/21/2023 1
Southern Glazer's Wine & Spirits of MN	Liquor - Mdse for Resale	Liquor	4,883.58	163077	12/21/2023 1
Southern Glazer's Wine & Spirits of MN	Liquor - Mdse for Resale	Freight	22.09	163077	12/21/2023 1
Southern Glazer's Wine & Spirits of MN	Liquor - Mdse for Resale	Wine	1,087.33	162826	12/07/2023 1
Southern Glazer's Wine & Spirits of MN	Liquor - Mdse for Resale	Freight	1.55	162826	12/07/2023 1
Southern Glazer's Wine & Spirits of MN	Liquor - Mdse for Resale	Liquor	8,200.09	162826	12/07/2023 1
Southern Glazer's Wine & Spirits of MN	Liquor - Mdse for Resale	Freight	55.03	162826	12/07/2023 1
Southern Glazer's Wine & Spirits of MN	Liquor - Mdse for Resale	Freight	22.48	162826	12/07/2023 1
Southern Glazer's Wine & Spirits of MN	Liquor - Mdse for Resale	Liquor	4,021.47	162826	12/07/2023 1
Total for Southern Glazer's Wine & Spirits of MN			31,326.81		
<u>Squeegee Brothers</u>					
Squeegee Brothers	General Government Buildings	Window Cleaning Out 10/23 to 11/17, Quarterly Upper & Inside CH	665.00	162725	11/29/2023 1
Squeegee Brothers	Airport	Quartely Inside Window Cleaning & Montly Outside Airport	175.00	162952	12/15/2023 1
Squeegee Brothers	Library	Dec 2023 Window Cleaning Library	160.00	162931	12/12/2023 1
Total for Squeegee Brothers			1,000.00		
<u>Stop Stick Ltd.</u>					
Stop Stick Ltd.	Crime Control & Investigation	12' Stop Stick Kit W Tray-Black	5,244.66	162891	12/11/2023 1
Total for Stop Stick Ltd.			5,244.66		
<u>Streicher's</u>					
Streicher's	Crime Control & Investigation	Ammo	1,333.32	162953	12/15/2023 1
Total for Streicher's			1,333.32		
<u>Subbert</u>					
Subbert	Crime Control & Investigation	Mileage 2nd half 2023	32.10	163032	12/21/2023 1
Total for Subbert			32.10		
<u>Superior Vision Insurance Inc NGLIC</u>					
Superior Vision Insurance Inc NGLIC	Health Insurance	Jan 2024 Vision Insurance Premiums	494.57	163033	12/21/2023 1
Total for Superior Vision Insurance Inc NGLIC			494.57		
<u>SWATMOD, LLC</u>					
SWATMOD, LLC	Fiscal Sponsor	Deposit for the Bus Build-Applied to Final Bill HEAT Team	10,000.00	163113	12/29/2023 1
Total for SWATMOD, LLC			10,000.00		
<u>Tactical Police Gear LLC</u>					
Tactical Police Gear LLC	Crime Control & Investigation	Practice Ammo	1,355.00	163028	12/21/2023 1

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Total for Tactical Police Gear LLC			1,355.00		
<u>Tallgrass Cider</u>					
Tallgrass Cider	Liquor - Mdse for Resale	Beer	164.00	162827	12/07/2023 1
Total for Tallgrass Cider			164.00		
<u>Texas Refinery Corp.</u>					
Texas Refinery Corp.	Ice & Snow Removal	Pep Arctic Case 12 Quartz, 6G Pail	882.30	162932	12/12/2023 1
Total for Texas Refinery Corp.			882.30		
<u>The Title Team</u>					
The Title Team	Paved Streets	40 yr Search Sect-06 TWP-102 Range-030	265.00	163025	12/20/2023 1
The Title Team	Paved Streets	40 yr Search Sect-06 TWP-102 Range-030	260.00	163025	12/20/2023 1
Total for The Title Team			525.00		
<u>Tom Rodgers Scuba</u>					
Tom Rodgers Scuba	Fire Fighting	PADI Certification & Membership Campbell	225.00	163114	12/29/2023 1
Total for Tom Rodgers Scuba			225.00		
<u>Tonneson</u>					
Tonneson	Building Inspection	Nov 2023 Building Offical Services	4,320.00	0	12/06/2023 1
Total for Tonneson			4,320.00		
<u>Tow Distributing</u>					
Tow Distributing	Liquor - Mdse for Resale	Liquor	689.50	163029	12/21/2023 1
Tow Distributing	Liquor - Mdse for Resale	Beer	30,303.78	163029	12/21/2023 1
Tow Distributing	Liquor - Mdse for Resale	Misc merchandise for Resale Liquor Store	113.70	162828	12/07/2023 1
Tow Distributing	Liquor - Mdse for Resale	Pop/Mix	64.00	162828	12/07/2023 1
Tow Distributing	Liquor - Mdse for Resale	Liquor	1,783.50	162828	12/07/2023 1
Tow Distributing	Liquor - Mdse for Resale	Beer	30,329.58	162828	12/07/2023 1
Total for Tow Distributing			63,284.06		
<u>Truck Center Companies East LLC</u>					
Truck Center Companies East LLC	Road & Bridge Equipment	Repair Oil Leak & Replace Oil Lines #109	837.86	162892	12/11/2023 1
Truck Center Companies East LLC	Road & Bridge Equipment	2" Lights, Battery Box Latch Kit Mack Street	86.54	163115	12/29/2023 1
Truck Center Companies East LLC	Road & Bridge Equipment	Switch Assy-Iginition #111 Street	98.99	163115	12/29/2023 1
Total for Truck Center Companies East LLC			1,023.39		
<u>True Value St James</u>					
True Value St James	Parks	Green Paint Park Dept	599.88	163116	12/29/2023 1
Total for True Value St James			599.88		
<u>Truman Tribune</u>					
Truman Tribune	Liquor Store	Liquor Store Advertising Oct 2023 10/4, 10/11 & 10/18	75.00	162829	12/07/2023 1
Total for Truman Tribune			75.00		
<u>ULINE</u>					
ULINE	Paved Streets	Shelves & Leather Gloves Park/Street	333.75	162893	12/11/2023 1
ULINE	Paved Streets	window cleaning kit	158.11	163142	12/29/2023 1
ULINE	Parks	Shelves & Leather Gloves Park/Street	333.75	162893	12/11/2023 1
ULINE	Parks	window cleaning kit	158.10	163142	12/29/2023 1
Total for ULINE			983.71		
<u>Verizon Wireless</u>					

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Verizon Wireless	Parks	10/21 to 11/20/2023 Cell Phones Park Dept	92.46	162811	12/06/2023 1
Verizon Wireless	Director of Finance	10/21 to 11/20/2023 Cell Phone Finance	46.23	162811	12/06/2023 1
Verizon Wireless	Planning & Zoning	10/21 to 11/20/2023 Cell Phones Planning & Zoning	46.23	162811	12/06/2023 1
Verizon Wireless	Aquatic Park	10/21 to 11/20/2023 Cell Phone Aquatic Park	46.23	162811	12/06/2023 1
Verizon Wireless	Crime Control & Investigation	10/21 to 11/20/2023 Cell Phones Police Dept	1,380.95	162811	12/06/2023 1
Verizon Wireless	Paved Streets	10/21 to 11/20/2023 Cell Phone Street Dept	46.23	162811	12/06/2023 1
Verizon Wireless	Engineering	10/21 to 11/20/2023 Cell Phones Eng Dept	254.95	162811	12/06/2023 1
Verizon Wireless	City Manager	10/21 to 11/20/2023 Cell Phone City Admin	46.23	162811	12/06/2023 1
Verizon Wireless	Airport	10/21 to 11/20/2023 Cell Phone Airport	46.23	162811	12/06/2023 1
Verizon Wireless	Building Inspection	10/21 to 11/20/2023 Cell Phone Bldg Insp	46.23	162811	12/06/2023 1
Verizon Wireless	Data Processing	Oct 24 to Nov 23, 2023 Backup Router	10.02	162894	12/11/2023 1
Total for Verizon Wireless			2,061.99		
<u>Vinocopia, Inc</u>					
Vinocopia, Inc	Liquor - Mdse for Resale	Liquor	825.25	162830	12/07/2023 1
Vinocopia, Inc	Liquor - Mdse for Resale	Wine	592.00	162830	12/07/2023 1
Vinocopia, Inc	Liquor - Mdse for Resale	Freight	18.00	162830	12/07/2023 1
Total for Vinocopia, Inc			1,435.25		
<u>Visit Fairmont</u>					
Visit Fairmont	CVB	Hotel/Motel Tax Oct 2023 Due Nov 20,2023 \$17,351.27 Less 5%	16,483.70	162895	12/11/2023 1
Total for Visit Fairmont			16,483.70		
<u>Voss Cleaning Services, Inc.</u>					
Voss Cleaning Services, Inc.	Airport	Janitorial & Rug Service Airport Dec 2023	316.00	162954	12/15/2023 1
Voss Cleaning Services, Inc.	Library	Nov 2023 Janitorial Services Library	925.00	162933	12/12/2023 1
Voss Cleaning Services, Inc.	Fire Fighting	Janitorial Service Dec 2023 Fire Hall	389.00	162896	12/11/2023 1
Voss Cleaning Services, Inc.	Paved Streets	Janitorial & Rug Service Park/Street Dept Dec 2023	247.50	162896	12/11/2023 1
Voss Cleaning Services, Inc.	SMEC Building	Janitorial Service SMEC Dec 2023	1,210.00	162933	12/12/2023 1
Voss Cleaning Services, Inc.	General Government Buildings	Janitorial & Rug Service Dec 2023 City Hall	814.00	162933	12/12/2023 1
Voss Cleaning Services, Inc.	Parks	Janitorial & Rug Service Park/Street Dept Dec 2023	247.50	162896	12/11/2023 1
Total for Voss Cleaning Services, Inc.			4,149.00		
<u>Wex Health, Inc.</u>					
Wex Health, Inc.	Health Insurance	Nov 2023 Wex Admin Fees	165.00	0	12/13/2023 1
Total for Wex Health, Inc.			165.00		
<u>Wine Merchants</u>					
Wine Merchants	Liquor - Mdse for Resale	Wine	80.00	163030	12/21/2023 1
Wine Merchants	Liquor - Mdse for Resale	Freight	1.98	163030	12/21/2023 1
Wine Merchants	Liquor - Mdse for Resale	Wine	714.88	162831	12/07/2023 1
Wine Merchants	Liquor - Mdse for Resale	Wine	360.00	163030	12/21/2023 1
Wine Merchants	Liquor - Mdse for Resale	Freight	21.78	162831	12/07/2023 1
Wine Merchants	Liquor - Mdse for Resale	Freight	6.28	162831	12/07/2023 1
Wine Merchants	Liquor - Mdse for Resale	Wine	1,330.40	162831	12/07/2023 1
Wine Merchants	Liquor - Mdse for Resale	Freight	3.96	163030	12/21/2023 1
Total for Wine Merchants			2,519.28		
<u>WWGoetsch Associates, Inc</u>					

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WWGoetsch Associates, Inc	Aquatic Park	06/06 & 06/07/23 Aquatic Park Pump Service	8,381.00	162812	12/06/2023 1
Total for WWGoetsch Associates, Inc			8,381.00		
<u>Yeager Implement, Inc.</u>					
Yeager Implement, Inc.	Parks	Front Turn Signals #531	50.47	163031	12/21/2023 1
Yeager Implement, Inc.	Parks	Blades #814	93.36	162726	11/29/2023 1
Yeager Implement, Inc.	Airport	Sliding Glass, Fixed Glass #126 Airport	177.94	162898	12/11/2023 1
Total for Yeager Implement, Inc.			321.77		
<u>Ziegler, Inc.</u>					
Ziegler, Inc.	Parks	Pin, Bearing, Seal Kit #530 Park Dept	1,194.80	163117	12/29/2023 1
Ziegler, Inc.	Road & Bridge Equipment	Seals Street # 121	92.68	162899	12/11/2023 1
Ziegler, Inc.	Road & Bridge Equipment	Link As-Brg #121	1,134.84	162727	11/29/2023 1
Total for Ziegler, Inc.			2,422.32		
			1,184,463.30		