



## CITY COUNCIL AGENDA

Monday, January 13, 2025, 5:30 p.m.

1. **Roll Call/Determination of Quorum**
2. **Pledge of Allegiance**
3. **Approval of Agenda**
4. **Recognition/Presentations**
  - 4.1 Official Oaths of Office (4)
5. **Public Discussion/Comment** (Individual comments are limited to 3 minutes) (5)
6. **Consent Agenda** (Items removed from consent will be placed at the end of the items under new business)
  - A. **Minutes**
    - 6.A.1 Consideration of the City Council Minutes from the Regular Meeting on December 9, 2024 (6)
    - 6.A.2 Consideration of the City Council Minutes from the Special Meeting on December 17, 2024 (16)
  - B. **Check Registers**
    - 6.B.1 Consideration of Accounts Payable December 2024 (22)
  - C. **Other**
    - 6.C.1 Consideration of Fairmont Lakes Foundation Inc. Event Permit (23)
    - 6.C.2 Consideration of 2025 Fairmont Fire Fighters' Officer Elections (26)
    - 6.C.3 Consideration to Approve Purchase Orders for Police Squad Car Radios (27)
    - 6.C.4 Consideration to Declare Equipment as Excess – Street, Park, and Fire Departments (38)
    - 6.C.5 Consideration to Approve the Purchase of a New Pickup for the Street Department (39)
    - 6.C.6 Consideration to Approve the Purchase of a New Pickup, Dump Body, Hoist and Snowplow for the Park Department & Declare Equipment as Excess (40)

	6.C.7	Consideration to Approve the Purchase of a New Pickup for the Park Department and Declare Equipment as Excess	(41)
7.	<b>Public Hearing</b>		
	7.1	Consideration to Approve Resolution 2025-03: Adopting the Special Assessments for the Woodland Avenue Improvement Project	(42)
8.	<b>Old Business</b>		
	8.1	Consideration to Amend Fairmont City Code, Chapter 14- Licenses, Permits and Business Regulations and Second/Final Consideration of Ordinance 2024-07	(45)
9.	<b>New Business</b>		
	<b>A. Other</b>		
	9.A.1	Consideration of Adopting Official Designations for 2025	(55)
	9.A.2	Consideration to Update the Earned Sick and Safe Time (ESST)/ Sick Leave Policy	(57)
	9.A.3	Consideration to Reconsider Approval of Fairmont Lease Agreement Terms	(64)
	9.A.4	Consideration to Review Status of Recodification Project and Identify Council Representative Participate on a Charter Review Team	(83)
	9.A.5	Consideration of Council Liaison Appointments to City Boards and Commissions	(88)
	<b>B. Public Works/Utilities</b>		
	9.B.1	Consideration to Prepare the Engineering Report for the 2025 Improvement Program	(90)
	9.B.2	Consideration to Approve Task Order #8 for Blue Earth Avenue Preconstruction and Bidding Services	(93)
	<b>C. Finance</b>		
10.	<b>Council Discussion</b>		
	10.1	Grant Alternative Funding: Councilor Kawecki	(99)
	10.2	Review Flaherty & Hood: Councilor Kawecki	(103)
	10.3	Tree Waste Site: Councilor Kawecki	(104)
	10.4	Meeting Attendance via Technology: Councilor Kawecki	(107)

**10.5 Council Policy for Agenda Item Submission: Councilor Kawecki (110)**

**11. Staff/Liaison Reports**

- A. Public Works
- B. Finance
- C. City Administrator
- D. Mayor/Council
  - Hasek
  - Kawecki
  - Kotewa
  - Lubenow
  - Maynard
  - Baarts

**12. Adjournment**

<b>Dates to Note</b>			
Special Council Meeting	12/14/24 Continuation	January 15, 2025	3:00 pm
Tentative Council Workshop	Tree Dump	January 27, 2025	4:00 pm
Council Meeting		January 27, 2025	5:30 pm
League of MN Cities Training		February 3, 2025	5:00 pm
CC/PC/BZA Joint Session	Review Zoning Update	February 10, 2025	TBA
Council Meeting		February 10, 2025	5:30 pm



**STAFF MEMO**

<b>Prepared by:</b> Betsy Steuber, City Clerk	<b>Meeting Date:</b> 01/13/2025	<input type="checkbox"/> Consent Agenda Item <input checked="" type="checkbox"/> Regular Agenda Item <input type="checkbox"/> Public Hearing	<b>Agenda Item #</b> 4.1
<b>Reviewed by:</b> Jeff O'Neill, Interim City Administrator	<b>Item:</b> Introduction and Swearing In of New Councilmembers of the City of Fairmont		
<b>Presented by:</b> Jeff O'Neill, Interim City Administrator	<b>Action Requested:</b>		
<b>Vote Required:</b> <input type="checkbox"/> Simple Majority <input type="checkbox"/> Two Thirds Vote <input type="checkbox"/> Roll Call	<b>Staff Recommended Action:</b>  <b>Board/Commission/Committee Recommendation:</b>		

**REFERENCE AND BACKGROUND**

The City of Fairmont is proud to welcome and introduce the newly elected Councilmembers:

- Councilmember At-Large: Britney Kawecki
- Councilmember Ward 2: James Kotewa\*
- Councilmember Ward 3: Randy Lubenow
- Councilmember Ward 4: Wayne Hasek

The elected councilmembers will state and sign official Oaths of Office prior to serving their City of Fairmont Council term.

\*Councilmember Kotewa was sworn in on Wednesday, January 8, 2025 in the Office of the City Clerk. This will be a ceremonial swear in for Councilor Kotewa.

**BUDGET IMPACT**

**SUPPORTING DATA/ATTACHMENTS**





**STAFF MEMO**

<b>Prepared by:</b> Betsy Steuber, City Clerk	<b>Meeting Date:</b> 01/13/2025	<input type="checkbox"/> Consent Agenda Item <input checked="" type="checkbox"/> Regular Agenda Item <input type="checkbox"/> Public Hearing	<b>Agenda Item #</b> 5
<b>Reviewed by:</b>	<b>Item:</b> Public Discussion/Comment		
<b>Presented by:</b> Betsy Steuber, City Clerk	<b>Action Requested:</b>		
<b>Vote Required:</b> <input type="checkbox"/> Simple Majority <input type="checkbox"/> Two Thirds Vote <input type="checkbox"/> Roll Call	<b>Staff Recommended Action:</b>  <b>Board/Commission/Committee Recommendation:</b>		

**REFERENCE AND BACKGROUND**

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

**BUDGET IMPACT**

**SUPPORTING DATA/ATTACHMENTS**



**STAFF MEMO**

<b>Prepared by:</b> Betsy Steuber, City Clerk	<b>Meeting Date:</b> 01/13/2025	<input checked="" type="checkbox"/> <b>Consent Agenda Item</b> <input type="checkbox"/> <b>Regular Agenda Item</b> <input type="checkbox"/> <b>Public Hearing</b>	<b>Agenda Item #</b> 6.A.1
<b>Reviewed by:</b> Jeff O'Neill, Interim City Administrator	<b>Item:</b> Consideration of the City Council Minutes from the Regular Meeting held December 9, 2024		
<b>Presented by:</b> Betsy Steuber, City Clerk	<b>Action Requested:</b> Motion to Approve the City Council Meeting Minutes from the Regular Meeting held December 9, 2024		
<b>Vote Required:</b> <input checked="" type="checkbox"/> <b>Simple Majority</b> <input type="checkbox"/> <b>Two Thirds Vote</b> <input type="checkbox"/> <b>Roll Call</b>	<b>Staff Recommended Action:</b> Approval  <b>Board/Commission/Committee Recommendation:</b>		

**REFERENCE AND BACKGROUND**

**BUDGET IMPACT**

**SUPPORTING DATA/ATTACHMENTS**

City Council Meeting Minutes: Regular Meeting, December 9, 2024

**City of Fairmont  
100 Downtown Plaza  
Fairmont, MN 56031**

City Council Minutes  
Regular Meeting

December 9, 2024  
City Hall, 6:00 p.m.

**CALL TO ORDER**

The Fairmont City Council met in regular session at the City Hall Council Chambers. Mayor Baarts called the meeting to order at 6:00 p.m.

**ROLL CALL**

Council present: Lee Baarts, Mayor  
Wayne Hasek, Councilmember  
Britney Kawecki, Councilmember  
Randy Lubenow, Councilmember  
Jay Maynard, Councilmember  
Michele Miller, Councilmember

Absent: None

Staff present: Jeff O’Neill, Interim City Administrator  
Matthew York, Director of Public Works/Utilities  
Paul Hoye, Finance Director  
Michael Hunter, Chief of Police  
Peter Bode, Planning & Zoning Official  
Pat Oman, Community Development Director  
Tyler Cowing, Civil Engineer  
Hannah Neusch, Water Resources Technician  
Nick Lardy, Public Works Superintendent  
Miles Heide, Electric Distribution Superintendent  
Brady Powers, Water/Wastewater Superintendent  
Julie Zarling, Assistant Finance Director  
Rachel Viesselman, Human Resources Manager  
Lee Steinkamp, Airport Manager  
Betsy Steuber, City Clerk  
Cara Brown, City Attorney, via telephone  
(Flaherty & Hood)

**PLEDGE OF ALLEGIANCE**

The City Council and all present stood for the Pledge of Allegiance.

**APPROVAL OF AGENDA**

Motion was made by Councilmember Maynard, seconded by Councilmember Miller to approve the agenda as presented. All present voted in favor. Motion carried.

**ROTATING VOTES**

Please note that votes taken by roll call are called by the City Clerk on a rotating basis; however, the written minutes list the Councilmembers in alphabetical order.

**RECOGNITION/  
PRESENTATIONS  
Item 4.1**

Mayor Baarts proclaimed Tuesday, December 10, 2024 as Human Rights Day in the City of Fairmont. Jerry Miller, Fairmont resident and member of the Human Rights Committee accepted the proclamation and thanked Council for supporting the Committee’s efforts of bringing equality to all in the community. While Mr. Miller was pleased with the handicap accessible efforts (sidewalks/ramps) in Fairmont, he voiced concern on accessing the sidewalk by the Methodist Church (corner of Park Street & 2<sup>nd</sup> Street) and the sidewalk on the south side of the American Legion, off of the alley.

Rin Porter, Fairmont resident and member of the Human Rights Committee, thanked Council for their support and spoke of the Committee’s ongoing efforts in making the Martin County Fair, local buildings, and restaurants more accessible for those with a handicap.

**Item 4.2**

Clerk Steuber thanked Councilmember Miller for serving as the At-Large Councilmember and for the contributions she made during her tenure. Certificates of Election were presented to the duly elected, who would begin their term on January 1, 2025.

**PUBLIC DISCUSSION/  
COMMENT**

No public comments were heard.

**CONSENT AGENDA**

Mayor Baarts introduced the consent agenda items as listed for consideration to be enacted by one motion unless requested that an item be removed and included under new business. Mayor Baarts reviewed the consent items, as follows:

- City Council Minutes from the Regular Meeting held November 18, 2024
- City Council Minutes from the Regular Meeting held November 25, 2024
- Alcoholic Beverage License Renewal for Kareem, Inc. dba I Mart Stores of 407 East Blue Earth Avenue, subject to the Licensee receiving a Satisfactory Police Investigation Report.

Motion was made by Councilmember Maynard, seconded by Councilmember Hasek to approve the consent agenda. All present voted in favor. Motion carried.

**PUBLIC HEARING  
ORDINANCE 2024-05  
Item 7.1**

Prior to Mayor Baarts opening the public hearing on the Consideration of Ordinance 2024-05: Amending Fairmont City Code, Chapter 26-Zoning relating to Cannabis Zoning Regulations, Official Bode provided background and summary information. Bode noted that Option A, as approved through the Planning Commission and introduced to Council on November 25, 2024, does not permit cannabis retail operations Downtown whereas Option B allows for such.

Mayor Baarts opened the public hearing at 6:15 pm with comments received from the following individuals:

- Shelly Larsen, Martin County Substance Abuse Prevention Coalition (MCSAP) Project Coordinator
- Kaley Hernandez, Public Health Planner for Human Services of Faribault and Martin Counties
- Desta Misegades, Martin County Substance Abuse Prevention Coalition (MCSAP) Project Coordinator provided comment prior to introducing the following members of the Martin County Substance Abuse Prevention Coalition Youth Organization, known as EMPOWER, to provide a youth perspective on this topic:
  - Michelle Esquivel
  - Kellen Day
  - Megan Wheeler
- Mercedes Johnson, Student Advisor for Fairmont EMPOWER, parent, Martin County Correctional Deputy, and Fairmont Firefighter
- Tracy Henning, a parent and Vice-President of the Martin County Substance Abuse Prevention Coalition Board

All comments received encouraged Council to implement measures to ensure public and youth health; reduce the risks for youth relating to cannabis businesses, operations, and use within the community; and adopt the maximum property setbacks and requirements possible.

Motion was made by Councilmember Maynard, seconded by Councilmember Miller to close the public hearing at 6:47 pm. All present voted in favor. Motion carried.

Council discussion centered around property setbacks for schools and parks/athletic fields/playgrounds and implementing cannabis business restrictions (i.e. limiting the number of retail businesses and hours of

operation). Staff noted cannabis business regulations would be addressed in the Chapter 14 ordinance, with that being the next item of business. Motion was made by Councilmember Kawecki, seconded by Councilmember Maynard to Approve the Second and Final Consideration of Ordinance 2024-05: An Ordinance Amending Fairmont City Code, Chapter 25 – Zoning, Option B (including Downtown Retail) with the following modifications.

- 700-foot setback from schools
- 500-foot setback from parks, playgrounds, athletic fields, etc. as defined by state guidelines

On roll call, Councilmembers Hasek, Kawecki, Maynard, and Miller voted in favor; Councilmember Lubenow voted against (as he preferred to adopt a 1000-foot setback). Motion carried.

## RECESS

Council took a 5 minutes recess at 7:20 pm.

## OLD BUSINESS MOTION ORDINANCE 2024-06 Item 8.1

Prior to Council making a motion regarding the second/final consideration of proposed Ordinance 2024-06: An Ordinance Amending Fairmont City Code, Chapter 4 – Animal, Official Bode stated a minor modification had been made to the ordinance appearing before Council after staff held discussions with a highly knowledgeable beekeeping citizen. Bode noted the amended ordinance removed the property limit on the number of hives.

After discussion on the keeping of bees, updated ordinance definitions, and listed setbacks for fowl and poultry, Councilmember Maynard made a motion, seconded by Councilmember Miller to Approve the Second and Final Consideration of Proposed Ordinance 2024-06: An Ordinance Amending Fairmont City Code, Chapter 4 – Animals with the removal of the words “property line or” from Section 4-4, (d) Exceptions (1) (b).\*\*\*

\*\*\* For the section to read, as updated per Council:

Sec. 4-4. General restrictions on ~~livestock; wild animals prohibited~~ animals in the city.

~~(b)~~ Exceptions.

(1) Fowl and Poultry.

~~(e)~~b. No ~~chicken~~ fowl or poultry coop, run or other structure where ~~chickens~~, fowl or poultry are kept shall be maintained closer than thirty-five (35) feet from any ~~property line or~~ residence, other than the residence occupied by the owner or occupant of the premises upon which such ~~chickens~~, poultry or fowl are kept.

On roll call, Councilmembers Hasek, Kawecki, Maynard, and Miller voted in favor; Councilmember Hasek voted against. Motion carried.

## NEW BUSINESS MOTION

As Council approved Ordinance 2024-05, relating to the time, location and manner of cannabis activities in Fairmont, Ordinance 2024-07,

**ORDINANCE 2024-07**  
**Item 9.A.1**

relating to cannabis and hemp business registration requirements was offered to Council for first consideration. Clerk Steuber referred Council to consider:

- Business hours of operation
- The number of businesses allowed
- Temporary events and the property setback requirements to mirror those of Ordinance 2024-05 (per Council modification)

Motion was made by Councilmember Kawecki, seconded by Councilmember Lubenow to Approve the First Consideration of Proposed Ordinance 2024-07: An Ordinance Amending Fairmont City Code, Chapter 14 Licenses, Permits and Miscellaneous Business Regulations to Regulate Cannabis and Hemp Retail Business Registration and Temporary Cannabis Events with the following additions:

- Business hours of operation from 10 am – 9 pm
- Limiting retail businesses, other than municipal, to 1
- Property setback requirements to be 700 feet from a school and 500 feet from a daycare, residential treatment facility and attraction within a public park that is regularly used by minors, as noted by State definitions/guidelines.

On roll call, Councilmembers Kawecki and Lubenow voted in favor; Councilmembers Hasek, Maynard, and Miller voted against. Motion failed.

Motion was made by Councilmember Maynard, seconded by Councilmember Miller to Approve the First Consideration of Proposed Ordinance 2024-07: An Ordinance Amending Fairmont City Code, Chapter 14 Licenses, Permits and Miscellaneous Business Regulations to Regulate Cannabis and Hemp Retail Business Registration and Temporary Cannabis Events with the following additions:

- Business hours of operation from 10 am – 9 pm
- Unlimited retail businesses
- Property setback requirements to be 700 feet from a school and 500 feet from a daycare, residential treatment facility and attraction within a public park that is regularly used by minors, as noted by State definitions/guidelines.

On roll call, Councilmembers Maynard voted in favor; Councilmembers Hasek, Kawecki, Lubenow, and Miller voted against. Motion failed.

Motion was made by Councilmember Lubenow, seconded by Councilmember Hasek to Approve the First Consideration of Proposed Ordinance 2024-07: An Ordinance Amending Fairmont City Code, Chapter 14 Licenses, Permits and Miscellaneous Business Regulations to Regulate

Cannabis and Hemp Retail Business Registration and Temporary Cannabis Events with the following additions:

- Business hours of operation from 10 am – 9 pm
- Limiting retail businesses, other than municipal, to 2
- Property setback requirements to be 700 feet from a school and 500 feet from a daycare, residential treatment facility and attraction within a public park that is regularly used by minors, as noted by State definitions/guidelines.

On roll call, Councilmembers Hasek, Kawecki, Lubenow, Maynard, and Miller voted in favor. Motion passed.

**MOTION**  
**Item 9.A.2**

Human Resources Manager Viesselman reviewed the staff memo in the agenda packet pertaining to this item of business: Consideration of a Family Medical Leave Act (FMLA) Policy. Viesselman noted while the City has been offering FMLA, when applicable under the Federal guidelines, the City had yet to adopt a formal policy.

Motion was made by Councilmember Hasek, seconded by Councilmember Lubenow to Adopt the Family and Medical Leave Act (FMLA) Policy, as presented. All present voted in favor. Motion carried.

**MOTION**  
**Item 9.A.3**

When updating the FMLA policy, it was discovered modifications to the Leave of Absence without Pay Policy were necessary to allow for consistency amongst the two (policies).

Discussion was held on including a leave of absence without pay time limit in the policy.

Motion was made by Councilmember Lubenow, seconded by Councilmember Miller to Approve the Leave of Absence without Pay Policy, with the following modifications:

- 1) The City Administrator may grant an employee a leave of absence at their discretion for a period up to six months, and
- 2) Unpaid leaves of absence beyond six months must be considered and approved by City Council.

All present voted in favor. Motion carried.

**MOTION**  
**Item 9.A.4**

Interim O'Neill introduced agenda item 9.A.4 prior to turning the floor over to Water Resources Technician Neusch. Neusch stated some additional technical updates were made to the lease agreements per prior Council direction (June 2024) regarding land operations with data driven best management practices from an erosion control standpoint. Neusch noted lease updates included cover crop plantings, reduced tillage practices, and reduced mowing to roadsides and fence rows.



Council discussion centered around cover crop requirements, reduced tillage practices, tenant interest, and water quality.

Motion was made by Councilmember Kawecki to Approve the Updated City Owned Ag Land Lease Agreement with the Changes and Additions as Outlined. Motion failed due to lack of a second.

Motion was made by Councilmember Lubenow, seconded by Councilmember Miller to allow the City to go out for bids under the current (non-updated) ag lease agreements allowing farmers to use their best practices to farm city owned ag land for a three-year term. After further discussion, a motion was made by Councilmember Maynard, seconded by Councilmember Lubenow to Approve the City Owned Ag Land Lease Agreements with the Changes and Additions as outlined, with the removal of Article 6.1 items a, b, and c (relating to no-till farming practices, cover crops, and erosion control/storm water runoff). On roll call Councilmembers Lubenow, Maynard, and Miller voted in favor; Councilmembers Hasek and Kawecki voted against. Motion carried.

**NEW BUSINESS**  
**Item 9.C.1**

Finance Director Hoye presented the 2025 tax levy and budget. There were no comments from the public.

**MOTION**  
**RESOLUTION 2024-47**  
**Item 9.C.2**

Mayor Baarts introduced agenda item 9.C.2, Consideration of the Payable 2025 Property Tax Levy, 2025 Budget and Utility Rate Increases, stating Council would vote on each of the five resolutions separately.

Motion was made by Councilmember Maynard, second by Councilmember Miller to Approve Resolution 2024-47, Adopting the 2025 Property Tax Levy and Ordering its Certification to the Martin County Auditor. Councilmembers Hasek, Lubenow, Maynard, and Miller voted in favor; Councilmember Kawecki voted against. Motion carried.

**MOTION**  
**RESOLUTION 2024-48**

Motion was made by Councilmember Maynard, seconded by Councilmember Miller to Approve Resolution 2024-48, Adopting the 2025 Budget. Councilmembers Hasek, Lubenow, Maynard, and Miller voted in favor; Councilmember Kawecki voted against. Motion carried.

**MOTION**  
**RESOLUTION 2024-49**

Motion was made by Councilmember Maynard, seconded by Councilmember Miller to Approve Resolution 2024-49, Amending Resolution 2023-43 of the City of Fairmont relating to the Softened Water Service Rates. All present voted in favor. Motion carried.

**MOTION  
RESOLUTION 2024-50**

Motion was made by Councilmember Maynard, seconded by Councilmember Miller to Approve Resolution 2024-50, Amending Resolution 2023-44 of the City of Fairmont relating to Public Utility Wastewater Rates. All present voted in favor. Motion carried.

**MOTION  
RESOLUTION 2024-51**

Motion was made by Councilmember Maynard, seconded by Councilmember Hasek to Approve Resolution 2024-51, Amending Resolution 2023-45 of the City of Fairmont relating to Electric Service Rates. All present voted in favor. Motion carried.

**MOTION  
RESOLUTION 2024-52  
Item 9.C.3**

As the City is required to approve donations received, Director Hoye presented Council with a listing of the persons/entities who contributed to the City in 2024.

Motion was made by Councilmember Miller, seconded by Councilmember Hasek to Approve Resolution 2024-52, Accepting Donations to the City of Fairmont. All present voted in favor. Motion carried.

**COUNCIL DISCUSSION  
Item 10.1**

Councilmember Lubenow brought item 10.1 forward to Council, Customer Service Training for City Staff. Councilor Lubenow stated he would like staff engage in such training in 2025.

**Item 10.2**

As safety and security has been an issue at City Hall, Councilmember Kawecky recommended an electronic surveillance (camera) system and time clock system be explored.

**STAFF/LIAISON  
REPORTS**

Director York spoke of a recent goose kill on Sisseton Lake, with MN Fish and Wildlife and Minnesota DNR attributing this incident to be avian flu related and for additional information to contact said agencies.

Interim O'Neill stated he looks forward to serving the community and is reacclimating himself to the staff and projects underway since his prior tenure with the city.

Councilmember Lubenow reported the Housing and Redevelopment Authority (HRA) is proceeding forward with a 64-unit development, located by the Lakeview Methodist Home, and Southwest Minnesota Housing Partnership will be discussing the project with HRA next week.

Councilmember Maynard spoke on the happenings at the recent Fairmont Economic Development Authority (FEDA) meeting. FEDA members reviewed a purchase agreement for property located on County Road 39 and accepted the registration of 6-year board member Chantil Kahler Royer.

**ADJOURNMENT**

Motion was made by Councilmember Maynard, seconded by Councilmember Hasek, to adjourn the meeting, as there was no further business to come before the Council. All present voted in favor. Motion carried. The Fairmont City Council adjourned at 10:04 p.m.

ATTEST:

\_\_\_\_\_  
Lee C. Baarts, Mayor

\_\_\_\_\_  
Betsy Steuber, City Clerk



**STAFF MEMO**

<b>Prepared by:</b> Betsy Steuber, City Clerk	<b>Meeting Date:</b> 01/13/2025	<input checked="" type="checkbox"/> <b>Consent Agenda Item</b> <input type="checkbox"/> <b>Regular Agenda Item</b> <input type="checkbox"/> <b>Public Hearing</b>	<b>Agenda Item #</b> 6.A.2
<b>Reviewed by:</b> Jeff O'Neill, Interim City Administrator	<b>Item:</b> Consideration of the City Council Minutes from the Special Meeting held December 17, 2024		
<b>Presented by:</b> Betsy Steuber, City Clerk	<b>Action Requested:</b> Motion to Approve the City Council Meeting Minutes from the Special Meeting held December 17, 2024		
<b>Vote Required:</b> <input checked="" type="checkbox"/> <b>Simple Majority</b> <input type="checkbox"/> <b>Two Thirds Vote</b> <input type="checkbox"/> <b>Roll Call</b>	<b>Staff Recommended Action:</b> Approval  <b>Board/Commission/Committee Recommendation:</b>		

**REFERENCE AND BACKGROUND**

**BUDGET IMPACT**

**SUPPORTING DATA/ATTACHMENTS**

City Council Meeting Minutes: Special Meeting, December 17, 2024

**City of Fairmont  
100 Downtown Plaza  
Fairmont, MN 56031**

City Council Minutes  
Special Meeting: Closed Session

December 17, 2024  
City Hall, 2:36 p.m.

**CALL TO ORDER**

The Fairmont City Council met in special session at Fairmont City Hall in the Council Chambers. Mayor Baarts called the meeting to order at 2:36 p.m.

**ROLL CALL**

Council present:        Lee Baarts, Mayor  
                                  Wayne Hasek, Councilmember  
                                  Britney Kawecki, Councilmember  
                                  Randy Lubenow, Councilmember  
                                  Michele Miller, Councilmember  
                                  Jay Maynard, Councilmember

Staff present:            Jeff O’Neill, Interim City Administrator  
                                  Michael Hunter, Police Chief

Also present:            Paul Merwin, League of MN Cities Attorney

**ROTATING VOTES**

Please note that votes taken by roll call are called on a rotating basis; however, the written minutes list the Councilmembers in alphabetical order.

**CLOSED SESSION**

Mayor Baarts stated the agenda item for this closed portion of the meeting was to engage in confidential attorney-client communications and litigation strategy related to the Carlson Walters Group, LLC (CWG) litigation. The legal basis to close this portion of the meeting was pursuant to Minnesota Statute § 13D.05, subdivision. 3(b), under the attorney/client privilege exception to the Minnesota Open Meeting Law.

Motion was made by Councilmember Maynard, seconded by Councilmember Hasek to close the meeting pursuant to Minnesota Statute § 13D.05, subd. 3(b), to conduct a closed session pursuant to the attorney-client privilege to engage in confidential attorney-client communications and litigation strategy related to the Carlson Walter Group, LLC (CWG) litigation. All present voted in favor. Motion carried. Council went into closed session at 2:39 p.m.

Mr. Paul Merwin, attorney with the League of Minnesota Cities provided an overview to Council regarding the status of the Carlson Water Group, LLC (CWG) litigation.

## **OPEN SESSION**

Mayor Baarts declared the meeting open at 4:05 p.m.

Mayor Baarts moved to the next item of business; Preliminary Consideration of Allegations Against Individual subject to City Council's Authority under Minnesota Statute § 13D.05, subd. 2(b), with the individual being Councilmember Britney Kawecki.

Councilmember Kawecki requested this portion of the meeting pertaining to the allegations against her be open to the public. Mayor Baarts recommended the following:

- Administrator O'Neill provide background information
- Council discusses the complaint against Councilmember Kawecki
- Council considers discussion of complaint with Councilmember Kawecki, allowing for Councilmember Kawecki to address Council
- Any formal actions taken on this agenda item be made through a motion and vote, during open session

Administrator O'Neill stated a personnel complaint was filed and led to an investigation. Following, O'Neill met individually with councilmembers to provide background materials on said matter.

Councilmembers discussed the concerns and effects of the allegations as a Council and City, as a whole.

After discussion, Councilmember Kawecki was offered the floor.

Councilmember Kawecki shared the following:

- 1) The complaint against her came out of an investigation initiated by the City's former administrator, who is no longer employee.
- 2) The former City Administrator used city resources to conduct an investigation, of which the Council did not authorize.
- 3) The 26-page long investigation report is exclusive of exhibits and Council is being asked to act (at this meeting) with no opportunity to digest the information.

To conclude, Councilor Kawecki reviewed some of the findings of the complaint report against her.

Council deliberated on the conclusion of the discussion and Mayor Baarts reviewed action options, consisting of;

- 1) Do nothing
- 2) Conduct a hearing on complaint against Councilmember Kawecki under the City Code of Conduct
  - a) Council will hold a hearing under the City Code of Conduct on the Complaint against Councilmember Kawecki
  - b) Administrator O’Neill will consult with legal to draft and provide communications to Councilmember Kawecki and the Council on the hearing process
  - c) The Council continue this item to a subsequent date (to hold the hearing)

An initial motion was made by Councilmember Maynard for option 2a: Conduct a hearing on complaint against Councilmember Kawecki under the City Code of Conduct. In further discussion, it was noted that option 2 would include the listed subitems, items a - c. A new motion was made by Councilmember Maynard, seconded by Councilmember Miller to Conduct a hearing on the complaint against Councilmember Kawecki under the City Code of Conduct (which would include subitems a – c). On roll call, Councilmembers Hasek, Maynard, and Miller voted in favor; Councilmember Lubenow voted against; Councilmember Kawecki abstained. Motion carried.

#### **CLOSED SESSION**

Mayor Baarts moved to the next item of business; Preliminary Consideration of Allegations Against Individual subject to City Council’s Authority under Minnesota Statute § 13D.05, subd. 2(b), with the individual being Councilmember Wayne Hasek.

Councilmember Hasek requested this portion of the meeting pertaining to the allegations against him be closed to the public. Motion was made by Councilmember Maynard, seconded by Councilmember Miller to close this portion of the meeting pursuant to Minnesota Statute § 13D.05, subd. 2(b), as Council will be considering allegations against an individual subject to its authority. Councilmembers Kawecki, Lubenow, Maynard, and Miller voted in favor. Motion carried. Council went into closed session at 4:44 p.m.

#### **OPEN SESSION**

Mayor Baarts declared the meeting open at 5:05 p.m. Motion was made by Councilmember Kawecki, seconded by Councilmember Miller to separate the Allegations against Councilmember Hasek into two separate matters: harassment and undue influence of a councilmember to a City

Administrator. On roll call, Councilmembers Hasek, Kawecki, Lubenow, Maynard, Miller voted in favor. Motion carried.

Motion was made by Councilmember Maynard, seconded by Councilmember Hasek to take no action (do nothing) with regards to the harassment complaint against Councilmember Hasek under the City Code of Conduct. On roll call, Councilmembers Hasek and Maynard voted in favor; Councilmembers Lubenow and Miller voted against; Councilmember Kawecki abstained. With a split vote, Mayor Baarts voted against. Motion failed.

Motion was made by Councilmember Lubenow, seconded by Councilmember Miller to conduct a hearing on the harassment complaint against Councilmember Hasek under the City Code of Conduct. On roll call, Councilmembers Lubenow and Miller voted in favor; Councilmembers Hasek and Maynard voted against; Councilmember Kawecki abstained. With a split vote, Mayor Baarts voted in favor. Motion carried.

Motion was made by Councilmember Kawecki, seconded by Councilmember Lubenow to conduct a hearing on the complaint of undue influence by a councilmember (Councilmember Hasek) on the City Administrator. On roll call, Councilmembers Kawecki, Lubenow and Miller voted in favor; Councilmembers Hasek and Maynard voted against. Motion carried.

## **CLOSED SESSION**

Mayor Baarts moved to the final item of business; Preliminary Consideration of Allegations Against Individual subject to City Council's Authority under Minnesota Statute § 13D.05, subd. 2(b), with the individual being Councilmember Jay Maynard.

Councilmember Maynard requested this portion of the meeting pertaining to the allegations against him be closed to the public. Motion was made by Councilmember Kawecki, seconded by Councilmember Miller to close this portion of the meeting pursuant to Minnesota Statute § 13D.05, subd. 2(b), as Council will be considering allegations against an individual subject to its authority. All present voted in favor. Motion carried. Council went into closed session at 5:10 p.m.

## **OPEN SESSION**

Mayor Baarts declared the meeting open at 5:16 p.m. Motion was made by Councilmember Kawecki, seconded by Councilmember Miller to separate the Allegations against Councilmember Maynard into two separate matters: harassment and undue influence of a councilmember to a City Administrator. All present voted in favor. Motion carried.



Motion was made by Councilmember Lubenow, seconded by Councilmember Miller to conduct a hearing on the harassment complaint against Councilmember Maynard under the City Code of Conduct. On roll call, Councilmembers Lubenow and Miller voted in favor; Councilmembers Hasek and Maynard voted against; Councilmember Kawecki abstained. With a split vote, Mayor Baarts voted in favor. Motion carried.

Motion was made by Councilmember Kawecki, seconded by Councilmember Lubenow to conduct a hearing on the complaint of undue influence by a councilmember (Councilmember Maynard) on the City Administrator. On roll call, Councilmembers Kawecki, Lubenow and Miller voted in favor; Councilmembers Hasek and Maynard voted against. Motion carried.

**ADJOURNMENT**

Motion was made by Councilmember Miller, seconded by Councilmember Kawecki, to adjourn the special meeting, as there was no further business to come before the Council. All present voted in favor. Motion carried. The Fairmont City Council adjourned at 5:19 p.m.

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Lee C. Baarts, Mayor

ATTEST:

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Betsy Steuber, City Clerk



**STAFF MEMO**

<b>Prepared by:</b> Paul Hoyer, Finance Director	<b>Meeting Date:</b> 01/13/2025	<input checked="" type="checkbox"/> <b>Consent Agenda Item</b> <input type="checkbox"/> <b>Regular Agenda Item</b> <input type="checkbox"/> <b>Public Hearing</b>	<b>Agenda Item #</b> 6.B.1
<b>Reviewed by:</b>	<b>Item:</b> Consideration of Accounts Payable December 2024		
<b>Presented by:</b> Paul Hoyer, Finance Director	<b>Action Requested:</b> Motion to Approve the December 2024 Accounts Payable List		
<b>Vote Required:</b> <input checked="" type="checkbox"/> <b>Simple Majority</b> <input type="checkbox"/> <b>Two Thirds Vote</b> <input type="checkbox"/> <b>Roll Call</b>	<b>Staff Recommended Action:</b> Approval  <b>Board/Commission/Committee Recommendation:</b>		

**REFERENCE AND BACKGROUND**

**BUDGET IMPACT**

**SUPPORTING DATA/ATTACHMENTS**

The December 2024 bills are attached at the end of the agenda.



**STAFF MEMO**

<b>Prepared by:</b> Betsy Steuber, City Clerk	<b>Meeting Date:</b> 01/13/2025	<input checked="" type="checkbox"/> <b>Consent Agenda Item</b> <input type="checkbox"/> <b>Regular Agenda Item</b> <input type="checkbox"/> <b>Public Hearing</b>	<b>Agenda Item #</b> 6.C.1
<b>Reviewed by:</b> Jeff O'Neill, Interim City Administrator	<b>Item:</b> Consideration of Fairmont Lakes Foundation Inc., Ice Fishing Tournament Event Permit		
<b>Presented by:</b> Betsy Steuber, City Clerk	<b>Action Requested:</b> Motion to Approve the Event Permit for the Fairmont Lakes Foundation Inc. to Host an Ice Fishing Tournament on Saturday, January 25, 2025		
<b>Vote Required:</b> <input checked="" type="checkbox"/> <b>Simple Majority</b> <input type="checkbox"/> <b>Two Thirds Vote</b> <input type="checkbox"/> <b>Roll Call</b>	<b>Staff Recommended Action:</b> Approval  <b>Board/Commission/Committee Recommendation:</b>		

**REFERENCE AND BACKGROUND**

The Fairmont Lakes Foundation, Inc. made application for an Event Permit to hold their annual Ice Fishing Tournament on Saturday, January 25, 2025. The Gomsrud Park Shelter House will be used as the central location for the tournament.

**BUDGET IMPACT**

**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: 12-11-2024

Permit Fee: \$15.00

Event: FAIRMONT Lakes Foundation Ice fishing Tournament

Sponsoring entity: FAIRMONT Lakes Foundation Inc.

Address: 671 Shoreacres DR. FAIRMONT MN 56031

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

Event coordinator(s): Jim Ufermarch

Contact Info: 507-236-3942 Phone #  
jufermarch@gmail.com E-mail

Primary contacts (during event):

Name: Jim Ufermarch Name \_\_\_\_\_  
Cell#: 507-236-3942 Cell# \_\_\_\_\_  
E-mail: jufermarch@gmail.com E-mail: \_\_\_\_\_

Event Start: Day/Date Saturday January 25th 2025 Time: 7:00 am  
Event End: Day/Date Saturday January 25, 2025 Time: 1:30 pm  
Setup: Day/Date 1/25/2025 Start time: 6:30 am End Time: ~~7:00 am~~ 7:00 am  
Teardown: Day/Date 1/25/2025 Start time: 1:30 pm End Time: 1:30 pm

1. Type and description of the event and a list of all activities to take place at the event.  
Ice fishing contest with approximately 150 people

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.  
COMS RAN SHELTER Haus - East Side of 1/3 of the Shelter house -

- 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 MEMBER FLFA Date 12-11-24

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 <input checked="" type="checkbox"/>	Date: <u>12/11/2024</u>	Received by: <u>[Signature]</u>	<u>(cash)</u>
Requires Council Approval	<input type="checkbox"/> Yes; <input type="checkbox"/> No	Council Meeting Date:	Action:
City Administrator Approval	Yes	No	Date

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



**STAFF MEMO**

<b>Prepared by:</b> Betsy Steuber, City Clerk	<b>Meeting Date:</b> 01/13/2025	<input checked="" type="checkbox"/> <b>Consent Agenda Item</b> <input type="checkbox"/> <b>Regular Agenda Item</b> <input type="checkbox"/> <b>Public Hearing</b>	<b>Agenda Item #</b> 6.C.2
<b>Reviewed by:</b> Jeff O'Neill, Interim City Administrator	<b>Item:</b> Consideration of 2025 Fairmont Fire Fighters' Officer Elections		
<b>Presented by:</b> Jeff O'Neill, Interim City Administrator	<b>Action Requested:</b> Motion to Approve Officer Elections of the Fairmont Fire Department for 2025		
<b>Vote Required:</b> <input checked="" type="checkbox"/> <b>Simple Majority</b> <input type="checkbox"/> <b>Two Thirds Vote</b> <input type="checkbox"/> <b>Roll Call</b>	<b>Staff Recommended Action:</b> Approval  <b>Board/Commission/Committee Recommendation:</b>		

**REFERENCE AND BACKGROUND**

The Fairmont Fire Department held their annual elections on December 11, 2024. The City Council must approve the election results for them to be final.

Chief:	Bryan Kastning
Assistant Chief:	Colby Whitmore
Captain:	Rob Iverson
1 <sup>st</sup> Lieutenant:	Matt Streit
2 <sup>nd</sup> Lieutenant:	Sam Cress
Secretary:	Mercedes Johnson

**BUDGET IMPACT**

**SUPPORTING DATA/ATTACHMENTS**



**STAFF MEMO**

<b>Prepared by:</b> Michael Hunter, Police Chief	<b>Meeting Date:</b> 01/13/202	<input checked="" type="checkbox"/> <b>Consent Agenda Item</b> <input type="checkbox"/> <b>Regular Agenda Item</b> <input type="checkbox"/> <b>Public Hearing</b>	<b>Agenda Item #</b> 6.C.3
<b>Reviewed by:</b> Jeff O'Neill, Interim City Administrator	<b>Item:</b> Consideration to Approve Purchase Orders for Police Squad Car Radios and Programming		
<b>Presented by:</b> Michael Hunter, Police Chief	<b>Action Requested:</b> Motion to Approve Purchase Order No. 15359 and No. 15358 for Five (5) APX6500 Squad Car Radios and Programming		
<b>Vote Required:</b> <input checked="" type="checkbox"/> <b>Simple Majority</b> <input type="checkbox"/> <b>Two Thirds Vote</b> <input type="checkbox"/> <b>Roll Call</b>	<b>Staff Recommended Action:</b> Approval  <b>Board/Commission/Committee Recommendation:</b>		

**PREVIOUS COUNCIL ACTION**

Approved by City Council as part of 2025 CIP for \$35,000 on December 9, 2024 City Council Meeting.

**REFERENCE AND BACKGROUND**

The Fairmont Police Department will soon be required to upgrade all radios to encrypted transmissions by the state for CJIS related radio transmissions. All of our portable radios were recently updated for encryption. Our 11 current squad radios from 2010 need to be updated to meet the encryption requirements. We have budgeted for five of those radios to be replaced as part of the 2025 CIP and the remainder for replacement in 2026.

**BUDGET IMPACT**

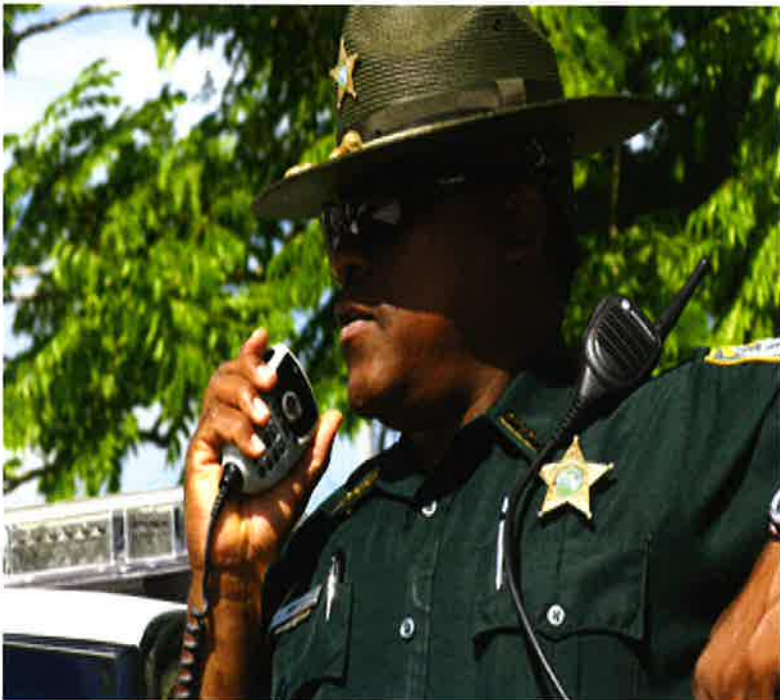
Approved in 2025 CIP for \$35,000. Quote with programming \$5,534 under projected cost. Portion of remaining funds will be used for covering installation costs.

**SUPPORTING DATA/ATTACHMENTS**

Copy of state bid quote from Motorola #2955923  
 Copy of Purchase Orders #15359 and #15358







## FAIRMONT POLICE DEPARTMENT

APX6500 - Qty 5

01/07/2025

The design, technical, pricing, and other information ("Information") furnished with this submission is confidential proprietary information of Motorola Solutions, Inc. or the Motorola Solutions entity providing this quote ("Motorola") and is submitted with the restriction that it is to be used for evaluation purposes only. To the fullest extent allowed by applicable law, the Information is not to be disclosed publicly or in any manner to anyone other than those required to evaluate the Information without the express written permission of Motorola. MOTOROLA, MOTO, MOTOROLA SOLUTIONS, and the Stylized M Logo are trademarks or registered trademarks of Motorola Trademark Holdings, LLC and are used under license. All other trademarks are the property of their respective owners. © 2020 Motorola Solutions, Inc. All rights reserved.

01/07/2025

FAIRMONT POLICE DEPARTMENT  
201 LK AVE STE 199  
FAIRMONT, MN 56031

RE: Motorola Quote for APX6500 - Qty 5

Dear Eric Tonder,

Motorola Solutions is pleased to present FAIRMONT POLICE DEPARTMENT with this quote for quality communications equipment and services. The development of this quote provided us the opportunity to evaluate your requirements and propose a solution to best fulfill your communications needs.

This information is provided to assist you in your evaluation process. Our goal is to provide FAIRMONT POLICE DEPARTMENT with the best products and services available in the communications industry. Please direct any questions to Donnie Rooney at [donnier@alpha-wireless.com](mailto:donnier@alpha-wireless.com).

We thank you for the opportunity to provide you with premier communications and look forward to your review and feedback regarding this quote.

Sincerely,

Donnie Rooney

Motorola Solutions Manufacturer's Representative

Billing Address:  
 FAIRMONT POLICE  
 DEPARTMENT  
 201 LK AVE STE 199  
 FAIRMONT, MN 56031  
 US

Quote Date:01/07/2025  
 Expiration Date:03/08/2025  
 Quote Created By:  
 Donnie Rooney  
 donnier@alpha-wireless.com

End Customer:  
 FAIRMONT POLICE DEPARTMENT  
 Eric Tonder  
 etonder@fairmont.org  
 507-238-4481

Contract: 20927 - MN DOT 119587

Line #	Item Number	Description	Qty	List Price	Sale Price	Ext. Sale Price
	APX™ 6500 / Enh Series	ENHANCEDAPX6500				
1	M25URS9PW1BN	APX6500 ENHANCED 7/800 MHZ MOBILE	5	\$3,518.00	\$2,435.76	\$12,178.80
1a	G851AG	ADD: AES/DES-XL/DES-OFB ENCRYP APX AND ADP	5	\$879.00	\$632.88	\$3,164.40
1b	G51AU	ENH: SMARTZONE OPERATION APX6500	5	\$1,320.00	\$950.40	\$4,752.00
1c	G67DT	ADD: REMOTE MOUNT E5 APXM	5	\$327.00	\$235.44	\$1,177.20
1d	GA05100AA	ADD: STD WARRANTY - NO ESSENTIAL	5	\$0.00	\$0.00	\$0.00
1e	GA01606AA	ADD: NO BLUETOOTH/ WIFI/GPS ANTENNA NEEDED	5	\$0.00	\$0.00	\$0.00
1f	B18CR	ADD: AUXILIARY SPKR 7.5 WATT APX	5	\$66.00	\$47.52	\$237.60
1g	G444AH	ADD: APX CONTROL HEAD SOFTWARE	5	\$0.00	\$0.00	\$0.00
1h	G335AW	ADD: ANT 1/4 WAVE 762-870MHZ	5	\$15.00	\$10.80	\$54.00
1i	G806BL	ENH: ASTRO DIGITAL CAI OP APX	5	\$567.00	\$408.24	\$2,041.20
1j	GA01670AA	ADD: APX E5 CONTROL HEAD	5	\$717.00	\$516.24	\$2,581.20
1k	W22BA	ADD: STD PALM MICROPHONE APX	5	\$79.00	\$56.88	\$284.40



Any sales transaction following Motorola's quote is based on and subject to the terms and conditions of the valid and executed written contract between Customer and Motorola (the "Underlying Agreement") that authorizes Customer to purchase equipment and/or services or license software (collectively "Products"). If no Underlying Agreement exists between Motorola and Customer, then Motorola's Standard Terms of Use and Motorola's Standard Terms and Conditions of Sales and Supply shall govern the purchase of the Products.  
 Motorola Solutions, Inc.: 500 West Monroe, United States - 60661 - #: 36-1115800

Line #	Item Number	Description	Qty	List Price	Sale Price	Ext. Sale Price
1l	QA09113AB	ADD: BASELINE RELEASE SW	5	\$0.00	\$0.00	\$0.00
1m	W969BG	ENH: MULTIKEY OPERATION	5	\$363.00	\$261.36	\$1,306.80
1n	G361AH	ENH: P25 TRUNKING SOFTWARE APX	5	\$330.00	\$237.60	\$1,188.00

**Grand Total** **\$28,965.60(USD)**

### Notes:

- Unless otherwise noted, this quote excludes sales tax or other applicable taxes (such as Goods and Services Tax, sales tax, Value Added Tax and other taxes of a similar nature). Any tax the customer is subject to will be added to invoices.



Purchase Order Checklist	
Marked as PO/ Contract/ Notice to Proceed on Company Letterhead <b>(PO will not be processed without this)</b>	
PO Number/ Contract Number	
PO Date <i>01-07-2025</i>	
Vendor = Motorola Solutions, Inc.	
Payment (Billing) Terms/ State Contract Number	
Bill-To Name on PO must be equal to the <i>Legal</i> Bill-To Name	
Bill-To Address <i>201 Lake Ave, Fairmont, MA 56031</i>	
Ship-To Address (If we are shipping to a MR location, it must be documented on PO) <i>same</i>	
Ultimate Address (If the Ship-To address is the MR location then the Ultimate Destination address must be documented on PO )	
PO Amount must be equal to or greater than Order Total <i>\$28,965.60</i>	
Non-Editable Format (Word/ Excel templates cannot be accepted)	
Bill To Contact Name & Phone # and EMAIL for customer accounts payable dept <i>Eric Tender (507) 238-4481, etender@fairmont.org</i>	
Ship To Contact Name & Phone # <i>Eric Tender (507) 238-4481</i>	
Tax Exemption Status <i>Yes state/local</i>	
Signatures (As required) <i>Eric Tender</i>	





**ALPHA** *Wireless*

*"People First, Customer Driven"*

Phone:

Email:

[donnier@alpha-wireless.com](mailto:donnier@alpha-wireless.com)

Web:

[www.alpha-wireless.com](http://www.alpha-wireless.com)

## **We have prepared a quote for you**

### **APX6500 - Qty 5**

Quote # 006747

Version 1

**Prepared for:**

### **Fairmont Police Department**

Eric Tonder

[etonder@fairmont.org](mailto:etonder@fairmont.org)



Phone:

Email: [donnier@alpha-wireless.com](mailto:donnier@alpha-wireless.com)

Web: [www.alpha-wireless.com](http://www.alpha-wireless.com)

### Products

Description	Price	Qty	Ext. Price
Motorola APX6500 7/800 Mhz Mobile	\$0.00	5	\$0.00
ARMER/ISICS Programming & Optimization	\$100.00	5	\$500.00
<b>Subtotal:</b>			<b>\$500.00</b>





Phone:  
 Email: [donnier@alpha-wireless.com](mailto:donnier@alpha-wireless.com)  
 Web: [www.alpha-wireless.com](http://www.alpha-wireless.com)

## APX6500 - Qty 5



Prepared by:  
**Mankato**  
 Donnie Rooney  
 800-967-1778  
[donnier@alpha-wireless.com](mailto:donnier@alpha-wireless.com)

Prepared for:  
**Fairmont Police Department**  
 201 Lake Avenue  
 Fairmont, MN 56031  
 Eric Tonder  
 (507) 238-3184  
[etonder@fairmont.org](mailto:etonder@fairmont.org)

Quote Information:  
**Quote #: 006747**  
 Version: 1  
 Delivery Date: 01/07/2025  
 Expiration Date: 02/28/2025

## Quote Summary

Description	Amount
Products	\$500.00
<b>Total:</b>	<b>\$500.00</b>

Taxes, shipping, handling and other fees may apply. We reserve the right to cancel orders arising from pricing or other errors.

### Mankato

### Fairmont Police Department

Signature: *Donnie Rooney*  
 Name: Donnie Rooney  
 Title: President  
 Date: 01/07/2025

Signature: *Eric T. Tonder*  
 Name: Eric Tonder  
 Date: 01-07-2025

*Alpha Wireless PO # 15358  
 Motorola PO # 15359*



**STAFF MEMO**

<b>Prepared by:</b> Matthew York, Director of Public Works/Utilities	<b>Meeting Date:</b> 01/13/2025	<input checked="" type="checkbox"/> <b>Consent Agenda Item</b> <input type="checkbox"/> <b>Regular Agenda Item</b> <input type="checkbox"/> <b>Public Hearing</b>	<b>Agenda Item #</b> 6.C.4
<b>Reviewed by:</b> Jeff O'Neill, Interim City Administrator	<b>Item:</b> Consideration to Declare Equipment as Excess – Street, Park, and Fire Departments		
<b>Presented by:</b> Matthew York, Director of Public Works/Utilities	<b>Action Requested:</b> Motion to Declare Equipment as Excess within the City of Fairmont and Authorize Staff to Post for Sale or Disposal		
<b>Vote Required:</b> <input checked="" type="checkbox"/> <b>Simple Majority</b> <input type="checkbox"/> <b>Two Thirds Vote</b> <input type="checkbox"/> <b>Roll Call</b>	<b>Staff Recommended Action:</b> Approval  <b>Board/Commission/Committee Recommendation:</b>		

**REFERENCE AND BACKGROUND**

Below is a statement of five (5) pieces of equipment within the City of Fairmont that are outside the valuable life of the City or are not used within the City's current business model.

The items listed will be sold on minbid.org, sold back to the company initially purchased from, or disposed of if there are no valuable parts.

**STREET DEPARTMENT**

- 1993 Chevrolet Cheyenne K1500 – Unit 134. The engine is locked up, and the unit is in poor condition, so it is not worth putting any more money into it.

**PARK DEPARTMENT**

- Used overhead doors from a block building that was torn down for Wastewater Project
- 1997 Dodge Ram 1500 Van - Unit 500

**FIRE DEPARTMENT**

- Used air compressor from fire hall – Mechanical issues
- Fire hose testing machine. Not used anymore

**BUDGET IMPACT**

Sale receipts will be returned to the General Fund

**SUPPORTING DATA/ATTACHMENTS**



**STAFF MEMO**

<b>Prepared by:</b> Nick Lardy, Streets/Parks Superintendent	<b>Meeting Date:</b> 01/13/2025	<input checked="" type="checkbox"/> <b>Consent Agenda Item</b> <input type="checkbox"/> <b>Regular Agenda Item</b> <input type="checkbox"/> <b>Public Hearing</b>	<b>Agenda Item #</b> 6.C.5
<b>Reviewed by:</b> Jeff O'Neill, Interim City Administrator	<b>Item:</b> Consideration to Approve the Purchase of a New Pickup for Street Department		
<b>Presented by:</b> Nick Lardy, Streets/Parks Superintendent	<b>Action Requested:</b> Motion to Approve the Purchase of a New Pickup for the Street Department		
<b>Vote Required:</b> <input checked="" type="checkbox"/> <b>Simple Majority</b> <input type="checkbox"/> <b>Two Thirds Vote</b> <input type="checkbox"/> <b>Roll Call</b>	<b>Staff Recommended Action:</b> Approval  <b>Board/Commission/Committee Recommendation:</b>		

**REFERENCE AND BACKGROUND**

This truck is for the Street Department and is replacing Unit 134 - 1993 Chevrolet K-1500. Staff is recommending approval of the purchase with the total competitive bid price not to exceed \$50,000.

The exact mode of purchase is not yet known, as purchasing windows are not open. By approving the purchase now, the City will be able to react quickly when the windows open, as some windows are only open for a few days at a time. The new truck will be either purchased through State Bid or Sourcewell. All brands will be compared to get the most cost-efficient vehicle.

Please note: Unit 134 was listed to be declared as excess in agenda item 6.C.4

**BUDGET IMPACT**

Approved in the 2025 CIP at an allotment of \$50,000

**SUPPORTING DATA/ATTACHMENTS**



**STAFF MEMO**

<b>Prepared by:</b> Nick Lardy, Streets/Parks Superintendent	<b>Meeting Date:</b> 01/13/2025	<input checked="" type="checkbox"/> <b>Consent Agenda Item</b> <input type="checkbox"/> <b>Regular Agenda Item</b> <input type="checkbox"/> <b>Public Hearing</b>	<b>Agenda Item #</b> 6.C.6
<b>Reviewed by:</b> Jeff O'Neill, Interim City Administrator	<b>Item:</b> Consideration to Approve the Purchase of a New Pickup, Dump Body, Hoist, and Snowplow for the Park Department and Declare Unit #501 as Excess		
<b>Presented by:</b> Nick Lardy, Streets/Parks Superintendent	<b>Action Requested:</b> Motion to Approve the Purchase of a Cab and Chassis plus Attachments and Declare Park Department Unit #501 as Excess and Authorize Staff to Post for Sale		
<b>Vote Required:</b> <input checked="" type="checkbox"/> <b>Simple Majority</b> <input type="checkbox"/> <b>Two Thirds Vote</b> <input type="checkbox"/> <b>Roll Call</b>	<b>Staff Recommended Action:</b> Approval  <b>Board/Commission/Committee Recommendation:</b>		

**REFERENCE AND BACKGROUND**

This truck is for the Park Department and is replacing Unit 501 - 1994 Chevrolet K-3500. Staff recommends approval of the purchase. Total competitive bid price not to exceed \$70,000.

The exact mode of purchase is not yet known, as purchasing windows are not open. By approving the purchase now, the City will be able to react quickly when the windows open, as some windows are only open for a few days at a time. The new truck will be either purchased through State Bid or Sourcewell. All brands will be compared to get the most cost-efficient vehicle.

Existing Unit 501 including attachments will be sold on [mn.bid.gov](http://mn.bid.gov)

**BUDGET IMPACT**

Approved in the 2025 CIP at an allotment of \$70,000

**SUPPORTING DATA/ATTACHMENTS**



**STAFF MEMO**

<b>Prepared by:</b> Nick Lardy, Streets/Parks Superintendent	<b>Meeting Date:</b> 01/13/2025	<input checked="" type="checkbox"/> <b>Consent Agenda Item</b> <input type="checkbox"/> <b>Regular Agenda Item</b> <input type="checkbox"/> <b>Public Hearing</b>	<b>Agenda Item #</b> 6.C.7
<b>Reviewed by:</b> Jeff O'Neill, Interim City Administrator	<b>Item:</b> Consideration to Approve the Purchase of a New Pickup for the Park Department and Declare Unit #502 as Excess		
<b>Presented by:</b> Nick Lardy, Streets/Parks Superintendent	<b>Action Requested:</b> Motion to Approve the Purchase of a New Pickup and Declare Unit #502 as Excess and Authorize Staff to Post for Sale		
<b>Vote Required:</b> <input checked="" type="checkbox"/> <b>Simple Majority</b> <input type="checkbox"/> <b>Two Thirds Vote</b> <input type="checkbox"/> <b>Roll Call</b>	<b>Staff Recommended Action:</b> Approval  <b>Board/Commission/Committee Recommendation:</b>		

**REFERENCE AND BACKGROUND**

This truck is for the Park Department and is replacing Unit 502 - 1994 Ford F-150. Staff recommends approval of the purchase. Total competitive bid price not to exceed \$50,000.

The exact mode of purchase is not yet known, as purchasing windows are not open. By approving the purchase now, the City will be able to react quickly when the windows open, as some windows are only open for a few days at a time. The new truck will be either purchased through State Bid or Sourcewell. All brands will be compared to get the most cost-efficient vehicle.

Existing Unit 502 will be sold on mn.bid.gov

**BUDGET IMPACT**

Approved in the 2025 CIP at an allotment of \$50,000

**SUPPORTING DATA/ATTACHMENTS**



**STAFF MEMO**

<b>Prepared by:</b> Cole Emler, Accountant	<b>Meeting Date:</b> 01/13/25	<input type="checkbox"/> <b>Consent Agenda Item</b> <input checked="" type="checkbox"/> <b>Regular Agenda Item</b> <input type="checkbox"/> <b>Public Hearing</b>	<b>Agenda Item #</b> 7.1
<b>Reviewed by:</b> Jeff O'Neill, Interim City Administrator	<b>Item:</b> Public Hearing and Consideration of Resolution 2025-03: Adopting the Special Assessments for the Woodland Avenue Improvement Project		
<b>Presented by:</b> Matthew R. York, Public Works/Utilities Director	<b>Action Requested:</b> <b>Motion #1:</b> Motion to Close the Public Hearing  <b>Motion #2:</b> Motion to Adopt Resolution No. 2025-03: Adopting the Special Assessments for the Woodland Avenue Improvement Project		
<b>Vote Required:</b> <input checked="" type="checkbox"/> <b>Simple Majority</b> <input type="checkbox"/> <b>Two Thirds Vote</b> <input type="checkbox"/> <b>Roll Call</b>	<b>Staff Recommended Action:</b> Approval  <b>Board/Commission/Committee Recommendation:</b>		

**REFERENCE AND BACKGROUND**

After conducting the public hearing on the proposed assessments, the hearing should be declared closed, and Resolution No. 2025-03 adopted to finalize the Woodland Avenue Improvement Project process.

These assessments will follow the Special Assessment Policy, as adopted by the Fairmont City Council on November 18, 2024.

**BUDGET IMPACT**

**SUPPORTING DATA/ATTACHMENTS**

Resolution No. 2025-03

## RESOLUTION NO. 2025-03

STATE OF MINNESOTA }  
COUNTY OF MARTIN } SS  
CITY OF FAIRMONT }

### RESOLUTION ADOPTING WOODLAND AVE IMPROVEMENT PROJECT

WHEREAS, pursuant to proper notice duly given as required by law, the City Council has met, heard and passed upon all objections to the proposed assessment of the following improvements:

<u>Project No.</u>	<u>Description</u>
6725001	<u>RESURFACE (assessed at \$43.13/front footage)</u> Woodland Avenue: CSAH 39 to Fairlakes Avenue

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

1. Such proposed assessment, on file with the City Clerk, is hereby accepted and shall constitute the special assessment against the lands named therein, and each tract of land therein included is hereby found to be benefited by the improvement in the amount of the assessment levied against it.
2. Assessments shall be payable in equal annual installments for projects as follows:
  - Reconstruction projects - 15 years
  - Resurfacing projects - 15 years
  - Sealcoat and Miscellaneous projects - 3 years

The first installment is payable on or before the first Monday in January 2026 and shall bear interest at the rate of 5% per year from the date of adoption of the assessment resolution (January 13, 2025). Interest and payment terms may vary for miscellaneous assessments.

3. The owner of any property so assessed may, at any time prior to certification of the assessment to the County Auditor, pay the whole amount of the assessment on such property, with interest accrued to the date of payment to the City of Fairmont, except that no interest shall be charged if the entire assessment is paid within 30 days from the adoption of this resolution; and he or she may thereafter pay to the Martin County Treasurer the installment and interest in process of collection of the current tax list, and he or she may pay the remaining principal balance of the assessment to the City of Fairmont. Future payments must be made before November 1, or interest will be charged through December of the next succeeding year.

4. The City Clerk shall file the assessment rolls pertaining to this assessment in the Clerk's office and shall certify annually to the County Auditor on or before December 1 of each year the total amount of installments and interest which are to become due in the following year on the assessment on each parcel of land included in the assessment roll.

Passed, approved, and adopted by the Council this 13<sup>th</sup> day of January 2025.

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Lee C. Baarts, Mayor

ATTEST:

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Betsy Steuber, City Clerk  
(SEAL)





## STAFF MEMO

<b>Prepared by:</b> Betsy Steuber, City Clerk	<b>Meeting Date:</b> 01/13/2025	<input type="checkbox"/> <b>Consent Agenda Item</b> <input checked="" type="checkbox"/> <b>Regular Agenda Item</b> <input type="checkbox"/> <b>Public Hearing</b>	<b>Agenda Item #</b> 8.1
<b>Reviewed by:</b> Jeff O'Neill, Interim City Administrator	<b>Item:</b> Consideration to Amend Fairmont City Code, Chapter 14 – Licenses, Permits and Business Regulations and Second/Final Consideration of Ordinance 2024-07		
<b>Presented by:</b>	<b>Action Requested:</b> Motion to Approve the Second and Final Consideration of Proposed Ordinance 2024-07: An Ordinance Amending Fairmont City Code, Chapter 14 Licenses, Permits and Miscellaneous Business Regulations to Regulate Cannabis And Hemp Retail Business Registration And Temporary Cannabis Events		
<b>Vote Required:</b> <input type="checkbox"/> <b>Simple Majority</b> <input type="checkbox"/> <b>Two Thirds Vote</b> <input checked="" type="checkbox"/> <b>Roll Call</b>	<b>Staff Recommended Action:</b> Approval  <b>Board/Commission/Committee Recommendation:</b>		

### REFERENCE AND BACKGROUND

December 9, 2024: Council approved Ordinance 2024-05, regulating a time, place, and manner of various cannabis activities (cultivation, manufacture, retail sale and consumption)

As Ordinance 2024-05 was adopted, it was recommended the City adopt an ordinance outlining Cannabis business registration requirements in connection with the requirements by the OCM.

December 9, 2024: Council approved first consideration of Ordinance 2024-07 with the following modifications:

- A) Property Line setback mirroring those listed in Ordinance 2024-05
  - updated Sec. 14-98
  - 700 feet away from a school
  - 500 feet away from a day care
  - 500 feet away from a residential treatment facility
  - 500 feet away from an attraction within a public park that is regularly used by minors, including a playground or athletic field
  - 300 feet away from another cannabis retail business.
- B) Hours of Operation
  - updated Sec. 14-99
  - Retail sale and cannabis events can be held only between the hours of 10 am and 9 pm
- C) Limitation of Number of Registrations
  - updated Sec. 14-100
  - Limit of two (2) retail businesses within City limits

D) Municipal Cannabis Retailer

- updated Sec. 14-101

- City of Fairmont and establish, own and operate a retail business and will NOT be included in the limitation of the number of registrations under the prior section (14-100).

**Additional Change(s)**

A) Application fee for temporary cannabis events

-updated Sec. 14-97

- Application fee matches other provision listed, not to exceed license fee per Minnesota Statute § 342.11

B) Grammatical and formatting changes to provide for consistency

The proposed ordinance is mirrored off the Minnesota Office of Cannabis Management (OCM) model, was drafted by Flaherty & Hood, and finalized with minor staff revisions.

**BUDGET IMPACT**

**SUPPORTING DATA/ATTACHMENTS**

Ordinance 2024-07

# Ordinance 2024-07

## AN ORDINANCE AMENDING FAIRMONT CITY CODE, CHAPTER 14 LICENSES, PERMITS AND MISCELLANEOUS BUSINESS REGULATIONS TO REGULATE CANNABIS AND HEMP RETAIL BUSINESS REGISTRATION AND TEMPORARY CANNABIS EVENTS

### THE CITY OF FAIRMONT DOES ORDAIN:

SECTION 1. That Chapter 14: Licenses, Permits and Miscellaneous Business regulations of the City Code of the City of Fairmont is hereby amended to add a new Article VII, as follows:

### ARTICLE VII. – Cannabis and Hemp Retail Business Registration and Temporary Cannabis Events

#### Sec. 14-80. State Law Adopted.

Except as further restricted or regulated by this chapter, the provisions of Minn. Stat. § 342, relating to cannabis and hemp regulation and the corresponding state rules with respect to the same are hereby adopted and made a part of this chapter as if set out herein in full. In accordance with Minn. Stat. § 342.13 and 342.22, the city may impose further restrictions and regulations within city limits. Whenever there is an inconsistency between the provisions of Minn. Stat. § 342, as amended, and the provisions of this chapter, the more restrictive provision shall govern, unless preempted by state law.

#### Sec. 14-81. Authority and Jurisdiction.

The city has the authority to adopt this ordinance pursuant to:

- (a) Minn. Stat. § 342.13(c), regarding the authority of a local unit of government to adopt reasonable restrictions of the time, place, and manner of the operation of a cannabis business provided that such restrictions do not prohibit the establishment or operation of cannabis businesses.
- (b) Minn. Stat. § 342.22, regarding the local registration and enforcement requirements of state-licensed cannabis retail businesses and lower-potency hemp edible retail businesses.
- (c) Minn. Stat. § 152.0263, subd. 5, regarding the use of cannabis in public places.
- (d) Minn. Stat. § 462.357, regarding the authority of a local authority to adopt zoning ordinances.

#### Sec. 14-82. Severability.

If any section, subdivision, clause, provision, or portion of this article is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of this article shall not be affected thereby.

#### Sec. 14-83. Enforcement.

The City Clerk or their designee is responsible for the administration and enforcement of this article. Any violation of the provisions of this article or failure to comply with any of its requirements constitutes a misdemeanor and is punishable as defined by law. Violations of this article can occur regardless of whether or not a permit is required for a regulated activity listed in this article.

**Sec. 14-84. - Definitions.**

Unless otherwise noted in this section, words and phrases contained in Minn. Stat. § 342.01 and the rules promulgated pursuant to any of these acts, shall have the same meanings in this article.

*Cannabis Retail Business* means a retail location and the retail location(s) of a mezzobusiness with a retail operations endorsement, microbusiness with a retail operations endorsement, and medical combination business operating a retail location.

*Cannabis Retailer* means any person, partnership, firm, corporation, or association, foreign or domestic, selling cannabis product to a consumer and not for the purpose of resale in any form.

*Daycare* means a location licensed with the Minnesota Department of Human Services to provide the care of a child outside the child's own home for gain or otherwise, on a regular basis, for any part of a 24-hour day.

*Lower-potency Hemp Edible* means a hemp product as defined under M.S. § 342.01 subd. 50.

*Lower-potency Hemp Edible Retailer* means a hemp business licensed to sell lower-potency hemp edibles to consumers. For the purpose of this article, a lower-potency hemp edible retailer shall be considered a cannabis retail business.

*Office of Cannabis Management* means the Minnesota Office of Cannabis Management, referred to as "OCM" in this ordinance.

*Place of Public Accommodation* means a business, accommodation, refreshment, entertainment, recreation, or transportation facility of any kind, whether licensed or not, whose goods, services, facilities, privileges, advantages or accommodations are extended, offered, sold, or otherwise made available to the public.

*Preliminary License Approval* means OCM pre-approval for a cannabis business license for applicants who qualify under Minn. Stat. § 342.17.

*Public Place* means public park or trail, public street or sidewalk; any enclosed, indoor area used by the general public, including, but not limited to, restaurants; bars; any other food or liquor establishment; hospitals; nursing homes; auditoriums; arenas; gyms; meeting rooms; common areas of rental apartment buildings, and other places of public accommodation.

*Residential Treatment Facility* means a facility as defined under Minn. Stat. § 245.462 subd. 23.

*Retail Registration* means an approved registration issued by the City of Fairmont to a state- licensed cannabis retail business.

*School* means a public school as defined under Minn. Stat. § 120A.05 or a nonpublic school that must meet the reporting requirements under Minn. Stat. § 120A.24.

*State License* means an approved license issued by the State of Minnesota's Office of Cannabis Management to a cannabis retail business.

**Sec. 14-85. Registration of Cannabis Businesses.**

No individual or entity may operate a state-licensed cannabis retail business within the city without first registering with the city.

**Sec. 14-86. Compliance Checks Prior to Retail Registration.**

Prior to issuance of a cannabis retail business registration, the city shall conduct a preliminary compliance check to ensure compliance with local ordinances.

**Sec. 14-87. Pre-License Application Response.**

Pursuant to Minn. Stat. § 342.13(f), within 30 days of receiving a copy of a state license application from OCM, the city shall certify on a form provided by OCM whether a proposed cannabis retail business complies with local zoning ordinances and, if applicable, whether the proposed business complies with the state fire code and building code.

**Sec. 14.88. Registration and Application Procedure.**

The city shall issue a retail registration to a state-licensed cannabis retail business that adheres to the requirements of Minn. Stat. § 342.22.

- (a) An applicant for a retail registration shall fill out an application form, as provided by the City Clerk. Said form shall include, but is not limited to:
  - (1) Full name of the property owner and applicant;
  - (2) Address, email address, and telephone number of the applicant;
  - (3) The address and parcel ID for the property which the retail registration is sought;
  - (4) Certification that the applicant complies with the requirements of this article and any other ordinance established pursuant to Minn. Stat. § 342.13; and
  - (5) The zoning designation for the property which the retail registration is sought.
- (b) The applicant shall include with the form:
  - (1) The registration fee as required in section 14-89;
  - (2) A copy of a valid state license or written notice of OCM license preapproval; and
  - (3) A site plan of the property drawn to scale showing the location of retail activity.
- (c) Once an application is considered complete, the City Clerk shall inform the applicant as such, process the registration fee, conduct a preliminary compliance check as provided by Sec. 14-86 and forward the application to the Zoning Official or their designee to review the application for conformance with City Code Chapter 26, Article XII Cannabis Regulations. The Zoning Official shall inform the City Clerk of the application’s compliance. City Council shall then approve or deny the application.
- (d) The registration fee shall be non-refundable once processed.

**Sec. 14-89. Fees.**

A registration fee, as established in the city’s fee schedule, shall be charged to applicants depending on the type of retail business license applied for. The city shall not charge an application fee.

- (a) An initial retail registration fee shall not exceed \$500 or half the amount of an initial state license

fee under Minn. Stat. § 342.11, whichever is less. The initial registration fee shall include the initial retail registration fee and the first annual renewal fee.

- (b) Any renewal retail registration fee imposed by the city shall be charged at the time of the second renewal and each subsequent renewal thereafter. A renewal retail registration fee shall not exceed \$1,000 or half the amount of a renewal state license fee under Minn. Stat. § 342.11, whichever is less.
- (c) A medical combination business operating an adult-use retail location may only be charged a single registration fee, not to exceed the lesser of a single retail registration fee, defined under this section, of the adult-use retail business.

**Sec. 14-90. Application Approval or Denial.**

- (a) A state-licensed cannabis retail business registration application shall not be approved or renewed if:
  - (1) The applicant is unable to meet the requirements of this article.
  - (2) The applicant is unable to meet the zoning and buffer requirements related to the proposed location of the business.
  - (3) The applicant does not have a valid license issued by the OCM.
  - (4) The applicant fails to provide any information required on the application or provides inaccurate, false or misleading information.
  - (5) The fee for the registration or registration renewal has not been paid.
  - (6) The applicant has otherwise failed a preliminary inspection or compliance check completed by the city.
- (b) A state-licensed cannabis retail business application that meets the requirements of this article shall be approved.

**Sec. 14-91. Annual Compliance Checks.**

- (a) The city shall complete, at minimum, one compliance check per calendar year of every cannabis business to assess if the business meets age verification requirements, as required under Minn. Stat. § 342.22 subd. 4(b), Minn. Stat. § 342.24, and this article.
- (b) The city shall conduct, at minimum, one unannounced age verification compliance check at least once per calendar year.
- (c) Age verification compliance checks shall involve persons at least 17 years of age but under the age of 21 who, with the prior written consent of a parent or guardian if the person is under the age of 18, attempt to purchase adult-use cannabis flower, adult-use cannabis products, lower-potency hemp edibles, or hemp-derived consumer products under the direct supervision of a law enforcement officer or an employee of the local unit of government.
- (d) Any failures under this section must be reported to the Office of Cannabis Management.

**Sec. 14.92. Location Change.**

If a state-licensed cannabis retail business seeks to move to a new location still within the legal boundaries of the city it shall notify the City Clerk of the proposed location change and submit necessary information to meet all the criteria of this article.

**Sec. 14-93. Transfer of License Prohibited.**

A cannabis retail registration issued under this article shall not be transferred.

**Sec. 14-94. Renewal of Registration.**

- (a) The city shall renew an annual registration of a state-licensed cannabis retail business at the same time OCM renews the cannabis retail business' license.
- (b) A state-licensed cannabis retail business shall apply to renew registration on a form established by the city.
- (c) The application for renewal of a retail registration shall include, but is not limited to, the items required under section 14-88 of this article.
- (d) The city may charge a renewal fee for the registration starting at the second renewal, as established in the city's fee schedule.

**Sec. 14-95. Suspension of Registration.**

- (a) The city may suspend a cannabis retail business's registration if it violates any ordinance of the city or poses an immediate threat to the health or safety of the public. The city shall immediately notify the cannabis retail business in writing the grounds for the pending suspension.
- (b) The city shall immediately notify the OCM in writing the grounds for the suspension. OCM will provide the city and cannabis business retailer a response to the complaint within seven calendar days and perform any necessary inspections within 30 calendar days pursuant to Minn. Stat. § 342.13(g).
- (c) The pending suspension shall not be effective until such suspension is approved by the OCM or the OCM takes corresponding action with regard to the state license of the cannabis retail business.
- (d) The suspension of a cannabis retail business registration may be for up to 30 calendar days, unless OCM suspends the license for a longer period. The business may not make sales to customers if their registration is suspended.
- (e) The city may reinstate a registration if it determines that the violations have been resolved. The city shall reinstate a registration if OCM determines that the violation(s) have been resolved.

**Sec. 14-96. Civil Penalties.**

- (a) Pursuant to Minn. Stat. § 342.22, subd. 5(e) the city may impose a civil penalty, as specified in the city's fee Schedule, for registration violations, not to exceed \$2,000.
- (b) Any state-licensed cannabis retail business that sells to a customer or patient without valid retail registration shall incur a civil penalty of up to \$2,000 for each violation, as specified in the city's fee Schedule.

**Sec. 14-97. Temporary Cannabis Events.**

- (a) Per Minn. Stat. § 342.39, a cannabis event organizer license is required in addition to the application to the city.
- (b) No person shall hold a temporary cannabis event unless an application has been approved by the city 30 days prior to the temporary cannabis event.
- (c) An application fee, as established in the city's fee schedule, shall be charged to applicants for temporary cannabis events. The application fee for a temporary cannabis event shall not exceed \$500 or half the amount of a state application fee for a cannabis event organizer license under Minn. Stat. § 342.11, whichever is less.

**Sec. 14-98. Temporary Cannabis Event Application Submittal and Review.**

The city shall require an application for temporary cannabis events.

- (a) An applicant for a retail registration shall fill out an application form, as provided by city. Said form shall include, but is not limited to:
  - (1) Full name of the property owner and applicant;
  - (2) Address, email address, and telephone number of the applicant;
  - (3) The zoning designation for the property which the event is proposed;
- (b) The applicant shall include with the form:
  - (1) The application fee as required in section 14-97(c);
  - (2) A copy of the OCM cannabis event license application, submitted pursuant to Minn. Stat. § 342.39 subd. 2.
  - (3) A site plan of the property drawn to scale showing the location of the event.
- (c) The application shall be submitted to the City Clerk or their designee for review. If the City Clerk or their designee determines that a submitted application is incomplete, they shall return the application to the applicant with the notice of deficiencies.
- (d) Once an application is considered complete, the City Clerk or their designee shall inform the applicant as such, process the application fees, and forward the application to the Zoning Official or their designee to review the application for conformance with City Code Chapter 26, Article XII Cannabis Regulations. The Zoning Official shall inform the City Clerk of the application's compliance. City Council shall then approve or deny the application.
- (e) The application fee shall be non-refundable once processed.
- (f) The application for a license for a temporary cannabis event shall meet the following standards:
  - (1) The temporary cannabis event shall only be held on property zoned to allow Cannabis Retailers.
  - (2) The temporary cannabis event shall only be held on property which, measured from the property line is;
    - 700 feet away from a school



- 500 feet away from a day care
- 500 feet away from a residential treatment facility
- 500 feet away from an attraction within a public park that is regularly used by minors, including a playground or athletic field
- 300 feet away from another cannabis retail business.

(g) A request for a temporary cannabis event that meets the requirements of this section shall be approved.

(h) A request for a temporary cannabis event that does not meet the requirements of this section shall be denied. The city shall notify the applicant of the standards not met and basis for denial.

**Sec. 14-99. Hours of Operation for Retail Sale and Temporary Cannabis Events**

Cannabis businesses are limited to retail sale of cannabis, cannabis flower, cannabis products, or hemp-derived consumer products between the hours of 10:00 am and 9:00 pm, seven days a week. The hours of operation established under this section shall not apply to businesses licensed by the OCM as lower-potency hemp edible retailers.

Temporary cannabis events shall only be held between the hours of 10:00 am and 9:00 pm.

**Sec. 14-100. Limitation of Number of Cannabis Retail Registrations.**

The city shall limit the number of cannabis retail businesses to two (2) within the City of Fairmont boundaries. This limitation shall not apply to businesses licensed by the OCM as lower-potency hemp edible retailers or medical cannabis combination businesses.

**Sec. 14-101. City of Fairmont as a Cannabis Retailer.**

The city may establish, own, and operate one municipal cannabis retail business subject to the restrictions in this chapter. The municipal cannabis retail store shall not be included in any limitation of the number of registered cannabis retail businesses under section 14-100. The city shall be subject to all the same registration requirements and procedures applicable to all other applicants.

**Sec. 14-102. Lower-Potency Hemp Edibles.**

(a) The city may sell lower-potency hemp edibles within the Municipal Liquor Store.

(b) Lower-potency hemp edibles shall be sold behind a counter and stored in a locked case.

**Sec. 14-103. Use in Public Places.**

(a) No person shall use cannabis flower, cannabis products, lower-potency hemp edibles, or hemp-derived consumer products in a public place or a place of public accommodation unless the premises is an establishment or an event licensed to permit on-site consumption of adult-use.

(b) A violation of this section shall be a petty misdemeanor.

**Secs. 14-104—14-120. - Reserved.**

SECTION 2: This Ordinance shall take effect immediately after its publication.

Passed by the City Council of the City of Fairmont, Minnesota, this \_\_\_\_ day of \_\_\_\_\_  
2025.

\_\_\_\_\_  
Mayor

ATTEST:

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

*First Consideration: December 9, 2024*

*Motion by:* Councilmember Lubenow

*Second by:* Councilmember Hasek

*All in Favor:* Councilmembers Hasek, Lubenow, Kawecki, Maynard & Miller

*Opposed:* None

*Abstained:* None

*Absent:* None

*Second Consideration: January 13, 2025*

*Motion by:*

*Second by:*

*All in Favor:*

*Opposed:*

*Abstained:*

*Absent:*



**STAFF MEMO**

<b>Prepared by:</b> Betsy Steuber, City Clerk	<b>Meeting Date:</b> 01/13/2025	<input type="checkbox"/> Consent Agenda Item <input checked="" type="checkbox"/> Regular Agenda Item <input type="checkbox"/> Public Hearing	<b>Agenda Item #</b> 9.A.1
<b>Reviewed by:</b> Jeff O'Neill, Interim City Administrator	<b>Item:</b> Consideration of Adopting Official Designations for 2025		
<b>Presented by:</b> Jeff O'Neill, Interim City Administrator	<b>Action Requested:</b> Motion to Approve Resolution 2025-01, Official Designations of the City of Fairmont for 2025		
<b>Vote Required:</b> <input checked="" type="checkbox"/> Simple Majority <input type="checkbox"/> Two Thirds Vote <input type="checkbox"/> Roll Call	<b>Staff Recommended Action:</b> Approval  <b>Board/Commission/Committee Recommendation:</b>		

**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 Councilmember At-Large. Per the City Charter, the Council Secretary may be the City Clerk. The official newspaper and official depository of city funds remain the same, the Sentinel and Bank Midwest, respectively.

Attached is proposed Resolution 2025-01 to approve the official designations for 2025.

**BUDGET IMPACT**

**SUPPORTING DATA/ATTACHMENTS**

Resolution 2025-01

**RESOLUTION NO. 2025-01**

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

**A RESOLUTION APPROVING OFFICIAL DESIGNATIONS FOR 2025**

BE IT RESOLVED, by the City Council of the City of Fairmont, that the official designations become effective January 1, 2025:

Mayor Pro-tem:	Britney Kawecki, Councilmember At-Large
Council Secretary	Betsy Steuber, City Clerk
Depository of City Funds:	Bank Midwest
Newspaper:	Sentinel

**PASSED, APPROVED AND ADOPTED** this 13<sup>th</sup> day of January 2025.

\_\_\_\_\_  
Lee C. Baarts, Mayor

ATTEST:

\_\_\_\_\_  
Betsy Steuber, City Clerk



## STAFF MEMO

<b>Prepared by:</b> Rachel Viesselman, Human Resources Manager	<b>Meeting Date:</b> 01/13/2025	<input type="checkbox"/> <b>Consent Agenda Item</b> <input checked="" type="checkbox"/> <b>Regular Agenda Item</b> <input type="checkbox"/> <b>Public Hearing</b>	<b>Agenda Item #</b> 9.A.2
<b>Reviewed by:</b> Jeff O'Neill, Interim City Administrator	<b>Item:</b> Consideration to Update the City of Fairmont Earned Sick and Safe Time (ESST)/Sick Leave Policy		
<b>Presented by:</b> Rachel Viesselman, Human Resources Manager	<b>Action Requested:</b> Motion to Update the City of Fairmont Earned Sick and Safe Time (ESST)/Sick Leave Policy, as Outlined		
<b>Vote Required:</b> <input checked="" type="checkbox"/> <b>Simple Majority</b> <input type="checkbox"/> <b>Two-Thirds Vote</b> <input type="checkbox"/> <b>Roll Call</b>	<b>Staff Recommended Action:</b> Approval  <b>Board/Commission/Committee Recommendation:</b>		

### REFERENCE AND BACKGROUND

Effective January 1<sup>st</sup> of 2024, Minnesota’s Earned Sick and Safe Time (ESST) law requires employers to provide a form of paid leave to employees who work in Minnesota, and the City of Fairmont created a compliant policy at that time. However, statutory changes have taken place since then that require updates to the City’s current policy.

As of January 1, 2025, if an employer provides employees with paid leave that is more than the amount required under the ESST law to be used for absences due to personal illness or injury, that additional paid leave must meet the same requirements as the ESST hours (other than the ESST accrual requirements). The City of Fairmont acknowledged two separate leave banks related to personal illness/injury in 2024: ESST and sick leave. This was done to maintain greater control over sick leave usage. However, under the new ESST statutory provisions, ESST requirements must apply to the City’s sick leave hours. Therefore, there is no longer reason to maintain two separate sick-related leave banks, and the City will refer to all such time as “sick leave” going forward. This will provide clarity for employees and the administration of payroll alike.

As of May 25, 2024, the following changes/clarifications took effect and need to be officially incorporated into the City’s written policy:

- Certain individuals who perform work for municipal entities are exempt from coverage including independent contractors, volunteer and paid-on-call firefighters, volunteer ambulance attendants and ambulance service personnel, elected officials or persons appointed to fill a vacancy to elected office, and certain family caregivers who have waived their rights to ESST.
- Employers must provide employees who use ESST with pay equal to the base rate the employee earns from employment. The base rate does not include overtime, shift differential pay, holiday pay, gratuities, commissions, or bonuses.
- ESST usage guidelines were expanded, so employees can now use their available sick leave for making funeral arrangements, attending a funeral service or memorial, or addressing financial or legal matters that arise after the death of a family member.
- The updated ESST law maintains the original documentation requirements but clarifies that the more than three consecutive days of ESST use that trigger the employer’s ability to

require reasonable documentation refers to “scheduled workdays”. It also adds that acceptable documentation for employees using ESST for absences related to domestic abuse, sexual assault, or stalking includes an employee’s written statement if documentation cannot be obtained in a reasonable time or without added expense.

In addition to the above legally required changes, the following changes were made to make the policy more comprehensive:

- Added an introductory “Purpose” paragraph to the policy
- Added headings/titles throughout the policy for ease of navigation
- Further clarified the sick leave frontloading and carryover processes for newly hired employees versus non-new employees
- Included verbiage to clarify the use of sick leave: *An employee cannot use sick leave that they have not yet accrued/received; they can only draw from the amount available in their sick leave bank.*

### **BUDGET IMPACT**

### **SUPPORTING DATA/ATTACHMENTS**

This policy was modeled after the League’s sample ESST/sick leave policy and draws on information contained within MN’s Department of Labor and Industry’s ESST webpage. Guidance was also provided by a member consultant at the League and an employment attorney at Flaherty & Hood.

## Sick Leave

*Last revised: January 13, 2025*

### **Purpose**

Effective January 1, 2024, Minnesota’s Earned Sick and Safe Time (ESST) law requires employers to provide a form of paid leave to employees who work in Minnesota. The City of Fairmont has designated such leave as “sick leave”. Employees can use this type of leave for certain reasons, including when they are sick, to care for their sick family member, or to seek assistance if they or their family member has experienced domestic abuse, sexual assault, or stalking.

### **Eligibility and Usage**

Pursuant to Minnesota’s ESST law, all employees—including part-time, seasonal, and temporary staff—who perform work for at least 80 hours in a year are entitled to sick leave. Sick leave will be paid at the same hourly rate an employee earns when they are working (i.e., their “base rate”). The base rate does not include overtime, shift differential pay, holiday pay, gratuities, commissions, or bonuses.

Employees can use their available sick leave 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;
- when determined by a health authority or health care professional that the employee or family member is at risk of infecting others with a communicable disease; and
- making funeral arrangements, attending a funeral service or memorial, or addressing financial or legal matters that arise after the death of a family member.

Employees may use sick leave for the care of 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* (i.e., in place of a parent);
- 2) their spouse or registered domestic partner;
- 3) their sibling, step-sibling, or foster sibling;
- 4) their biological, adoptive, or foster parent, step-parent, or a person who stood *in loco parentis* (i.e., 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 parent(s) 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 (1) individual annually designated by the employee.

Per ESST law, certain individuals who perform work for municipal entities are exempt from ESST coverage, including:

- independent contractors,
- volunteer and paid-on-call firefighters,
- volunteer ambulance attendants and ambulance service personnel,
- elected officials or persons appointed to fill a vacancy to elected office, and
- certain family caregivers who have waived their rights to ESST.

Sick leave may be used in the same increment of time for which employees are paid.

It is the employee's responsibility to manage their sick leave wisely. This involves, when possible, advanced planning for known medical leaves and appointments. It is also recommended that the employee allocate some sick leave as a "reserve" for unexpected situations or emergencies.

### **Notification**

The City may require notice of the need for use of sick leave as follows:

- if the need is foreseeable, the employee may be required to provide up to seven (7) days' advance written notice of the intention to use sick leave to their supervisor, or
- if the need is unforeseeable, the employee may be required to provide written notice of the need for sick leave usage as soon as practicable to their supervisor.

The employee is expected to keep their immediate supervisor informed of the status/duration of their sick leave needs while on such leave. If the employee is gone for consecutive workdays, they must communicate with their supervisor at the scheduled start of the workday each day they are absent.

Failure to give notice as described above or using sick leave for purposes not outlined in this policy may subject the employee to disciplinary action.

### **Documentation**

The City may also require reasonable documentation that the employee will or did use sick leave for a qualifying purpose when they use it for more than three (3) consecutive scheduled workdays.

Documentation requirements are based on the qualifying purpose but may include a healthcare professional's signed statement, court records, or related documentation (ex. a document signed by a volunteer or employee of a victim services organization, an attorney, a police officer, or an anti-violence counselor) to support the need for sick or safe time. However, if the employee or employee's family member did not receive services from a health care professional or if documentation cannot be obtained from a health care professional in a reasonable time or without added expense, then reasonable documentation may include a written statement from the



employee indicating that they are using or used sick leave for a qualifying purpose. The employee's written statement is also acceptable if official documentation cannot be obtained in a reasonable time or without added expense for absences related to domestic abuse, sexual assault, or stalking. Such employee statements may be written in their 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 their family member's medical condition as it relates to their request to use sick leave. Additionally, the City will not require the employee to seek or find a replacement worker to cover the hours they will be absent.

### **Return to Work**

After an absence due to personal illness or injury, a physician's statement may be required. This statement should indicate the nature of the illness or medical condition and attest to the employee's ability to return to work and safely perform the essential functions of their 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 it is received by the City.

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.

### **Separation of Employment and Rehire**

The City is not required to pay out unused accrued sick leave 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 sick leave that had not been used will be reinstated.

### **Retaliation**

The City will not discharge, discipline, penalize, interfere with, threaten, restrain, coerce, or otherwise retaliate or discriminate against an employee if they exercised or attempted to exercise rights protected under Minnesota's ESST law.

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

### **Full-Time, Benefit-Eligible Employees**

Upon hire, full-time employees who are eligible for benefits will receive 96 hours of sick leave to be available for immediate use. They will receive 96 hours of sick leave on January 1<sup>st</sup> of each calendar year thereafter.

At the end of each calendar year, all or a portion of unused sick leave may be carried over into the next calendar year. The carryover amount will be determined based on the employee’s most recent date of hire.

- For an employee hired in a previous calendar year: At the end of each calendar year, any unused sick leave will remain in the employee’s sick leave bank and carry over into the next year.
- For an employee hired within the current calendar year: At the end of their first calendar year of employment, the employee will be allowed to carry over a pro-rated number of unused sick leave hours. This pro-rated amount will be calculated based on their date of hire.

**Part-Time Employees**

Upon hire, part-time employees—including those classified as “seasonal” or “temporary”—will begin to accrue sick leave and be eligible to use it for qualifying reasons as soon as it is earned.

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

<b>Per 30 Hours Worked</b>	<b>Annual Accrual Max</b>	<b>Max Carryover and Balance</b>
1 hour	48 hours	80 hours

Accrued and unused sick leave hours carry over into future years up to an overall maximum of 80 hours. When the 80-hour overall limit is reached, accrual immediately stops until usage occurs, at which time accrual resumes.

**Administration of Paid Sick Leave**

In addition to the provisions outlined in other sections of this policy, the following guidelines have been established to ensure consistent administration of the sick leave program:

- An authorized City holiday which falls on a normal business day during an employee’s sick leave is not counted as day of sick leave.
- An employee using sick leave to cover their absence will continue to receive the City’s employer insurance contribution as if they were working, and the employee will continue to be responsible for any share of their insurance premiums. They will also continue to accrue any applicable seniority and vacation leave. Any automatic pay adjustments that may have occurred during the employee’s period of paid time off will remain in effect.
- An employee must 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.
- Once an employee has exhausted their sick leave benefits, they may be allowed to take unpaid leave at the City’s discretion.
- An employee cannot use sick leave that they have not yet accrued/received; they can only draw from the amount available in their sick leave bank.
- Sick leave cannot be transferred from one employee to another.
- An employee is not allowed to use sick leave after providing their voluntary resignation notice.

- Sick leave may not be used to extend an employee's termination date. The last day an employee physically works will be their termination date.
- Sick leave is not paid out upon termination except upon qualified retirement pursuant to the terms of this policy.

### **Sick Leave at Retirement**

An employee 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 a death of an unrepresented employee, the surviving spouse or the employee's heir(s) shall be paid all accumulated sick leave subject to the formula 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 601-960.

In the event the employee uses sick leave to purchase post-retirement health insurance, payment for the sick leave hours will cease upon the earliest of the following events:

- 1) 100% of the sick leave amount is spent on insurance premiums.
- 2) The retired employee reaches the age of Medicare eligibility.
- 3) The retired employee dies.

Any amount of the sick leave severance benefit remaining upon the occurrence of provisions 2 or 3 immediately above will not be eligible for payment to the employee or their heir(s).



## STAFF MEMO

<b>Prepared by:</b> Jeff O'Neill, Interim City Administrator	<b>Meeting Date:</b> 01/13/2025	<input type="checkbox"/> <b>Consent Agenda Item</b> <input checked="" type="checkbox"/> <b>Regular Agenda Item</b> <input type="checkbox"/> <b>Public Hearing</b>	<b>Agenda Item #</b> 9.A.3
<b>Reviewed by:</b>	<b>Item:</b> Consideration to Reconsider Approval of Farm Lease Agreement Terms, and if approved;  Consideration to Adopt Farm Lease Agreements as Presented to Council on December 9, 2024		
<b>Presented by:</b> Jeff O'Neill, Interim Administrator	<b>Action Requested:</b>  <b>Motion #1:</b> Motion by a Member of Majority that Voted in Favor of the Previous Action to Reconsider Action to Approve Terms of Farm Lease Agreements.  If approved, and after further discussion;  <b>Motion #2:</b> Motion to Adopt the Farm Lease Agreements as Presented in December 2024 <b>OR</b> Adopt the Farm Lease Agreements with the terms Identified during Discussion.		
<b>Vote Required:</b> <input checked="" type="checkbox"/> <b>Simple Majority</b> <input type="checkbox"/> <b>Two Thirds Vote</b> <input type="checkbox"/> <b>Roll Call</b>	<b>Staff Recommended Action:</b>  If Council wishes to reconsider, staff recommends adoption of the Lease Agreement as submitted for review and adoption on December 9, 2024.		

### PREVIOUS COUNCIL ACTION

At the previous meeting of the City Council in December, Council adopted lease agreement terms that identified expectations relating to managing the property for agricultural purposes. It has come to my attention that a member of Council, that voted in favor of the motion adopted, would like Council to reconsider its decision. Accordingly, if a motion is made by a member that voted in the majority on the previous decision to reconsider the decision and it is adopted, then Council can reconsider the action.

At the previous meeting Council focused on soil management practices discussing the extent it wishes to prescribe cultivation practices designed to reduce erosion and protect water quality. Council tilted toward allowing the tenant to manage the land without specific soil management practices identified in the Lease. Accordingly, the draft lease that featured these management practices were removed.

Council is now asked if it wishes to return to the original draft agreement as attached.

## **REFERENCE AND BACKGROUND**

The section of the farm lease agreement that was removed from the draft (6.1 items A, B and C) presented in December now being considered for reinstatement as follows:

6.1 Tenant shall use the Premises for agricultural purposes only and all activities incidental thereto, including:

- A. To utilize no till farming practices according to the United States Department of Agriculture Natural Resources Conservation Practice Standard Cover Crop Code 329.
- B. To establish a cover crop immediately following, or prior to, the harvest of row crops according to the United States Department of Agriculture Natural Resources Conservation Practice Standard Cover Crop Code 340.
- C. To work with the Martin County Soil and Water Conservation District to control soil erosion and storm water runoff.
- D. To harvest and remove all crops in due season.
- E. To keep all ditches cleaned of weeds and debris.
- F. Full mowing of roadside ditches and fence rows only after August 1st, which is after the primary nesting season has concluded. Partial mowing of roadside ditches allowed before August 1st to the minimum extent required for travel safety as required by the applicable road authority.

Although requiring adherence to the land management practices above may result in a lower rate paid to the City from the winning tenant, the terms above are consistent with overarching city goals for improving water quality. Although the tradeoff is not precisely measurable, by including these terms the City provides the community with a positive example of sacrificing some revenue in exchange for improving water quality.

## **BUDGET IMPACT**

The standards identified for reinstatement could possibly affect the rate farmers would offer to farm the land.

## **SUPPORTING DATA/ATTACHMENTS**

Previous Control Sheet and Lease Agreement from December 9, 2024



## STAFF MEMO

<b>Prepared by:</b> Hannah Neusch, Water Resources Technician	<b>Meeting Date:</b> 12/9/2024	<input type="checkbox"/> <b>Consent Agenda Item</b> <input checked="" type="checkbox"/> <b>Regular Agenda Item</b> <input type="checkbox"/> <b>Public Hearing</b>	<b>Agenda Item #</b> 9.A.5
<b>Reviewed by:</b> Jeff O'Neill, Interim City Administrator	<b>Item:</b> Discussion of City Owned Ag Land Lease Agreements and Consideration to Approve the Updated City Owned Ag Land Lease Agreements		
<b>Presented by:</b> Jeff O'Neil, Interim City Administrator	<b>Action Requested:</b> Informational discussion on technical aspects of Ag Land Lease agreements  Motion to Approve the Updated City Owned Ag Land Lease Agreements with the Changes and Additions as outlined		
<b>Vote Required:</b> <input checked="" type="checkbox"/> <b>Simple Majority</b> <input type="checkbox"/> <b>Two Thirds Vote</b> <input type="checkbox"/> <b>Roll Call</b>	<b>Staff Recommended Action:</b> Discuss technical updates to City owned ag land lease agreements and Approve changes and additions to the Ag Land Lease Agreements.  <b>Board/Commission/Committee Recommendation:</b>		

### REFERENCE AND BACKGROUND

In June of 2024 the Council voted to approve changes to the city owned Ag land lease agreements following the 2024 crop year by incorporating the use of cover crops and reduced tillage practices. In the same motion council approved reducing mowing at Cedar Creek Park and the Day Farm as directed by the Public Works Director. In September of 2024, a current lease holder raised concerns with certain cover crop provisions in the lease. The following is an update to this motion, particularly addressing technical changes and airport flight path requirements.

Staff have made additional updates to the lease agreements regarding the technical details of what constitutes an acceptable integration of cover crops and reduced tillage practices (6.1.a). This will help future tenants understand the requirements to the updated lease.

There has also been an update regarding the tenant's responsibility to mow roadsides and fencerows (6.1.e) as we are now asking the tenant to delay mowing until after the primary nesting season has concluded (August 1<sup>st</sup>). Doing so will help treat additional water runoff from the field and will help protect nesting birds as they raise their young. There is an exception to allow minimal mowing as required by the local road authority where applicable.

As a reminder, cover crops will hold excess nutrients within the plant and release them when the cash crops need them. Cover crops also effectively cover the soil and protect the soil from erosion. No till and strip till practices will disturb less soil, thus significantly reducing the erosion potential. Both of these practices are current best management practices on fields which outlet to impaired bodies of water, such as our lakes. Over the long term this is one change which will increase the water quality in our chain of lakes and in the waterbodies surrounding our community.

Additionally, as many properties to be leased are near the airport, the properties are subject to flight path requirements and guidelines. Staff consulted with the airport engineer to confirm the agreement complied with requirements. Staff received direction that they would need to include no crop and low crop zone language and confirm that MnDOT requirements were met. Recently, an MnDOT representative inspected the properties with Lee Steinkamp and approved the current line for planting used by the farmers. MnDOT's approval informed staff that this boundary line is outside the zones for the flight path requirements. As such, the agreement has been updated to specifically lease within that area so that none of the farmed land will be subject the no crop/low crop zones. Crops will not be allowed to be planted within 50' of the instrument station which will now be outside the scope of the leased premises addressed in an exhibit.

Once City Council approves the lease terms, staff will advertise the availability of the land for lease with the goal of finding tenants and executing the lease agreements by the first meeting in January.

### **BUDGET IMPACT**

### **SUPPORTING DATA/ATTACHMENTS**

Updated Lease

NRCS Practice Standard 340 and 329

Draft Announcement

**AGRICULTURAL LAND LEASE AGREEMENT**

**THIS LEASE AGREEMENT** (the “Lease” or “Agreement”) dated this \_\_\_ day of January, \_\_\_\_\_, by and between the **CITY OF FAIRMONT**, a Minnesota municipal corporation, (the “Landlord”), and \_\_\_\_\_, of Fairmont, MN, (the “Tenant”), (collectively the “Parties”).

In consideration of the terms and conditions of this Lease, Landlord and Tenant agree as follows:

**ARTICLE ONE**  
**Definitions and Terms**

As used in this Lease, the following terms shall have the specific meanings set forth below:

1.1 “Landlord” means the City of Fairmont, having as its address for notice purposes 100 Downtown Plaza, Fairmont, Minnesota 56031; Attention: City Administrator.

1.2 “Tenant” means \_\_\_\_\_, having as its address for notice purposes \_\_\_\_\_, Fairmont, Minnesota, 56031.

1.3 “Commencement Date” means \_\_\_\_\_.

1.4 “Expiration Date” means \_\_\_\_\_.

1.5 “Property” means the real property owned by Landlord designated as \_\_\_\_\_ and as described in Exhibit A.

1.6 “Premises” means that portion of the Property owned by Landlord to be leased by Tenant as depicted in Exhibit B.

**ARTICLE TWO**  
**Demising Clause**

2.1 Landlord leases to Tenant and Tenant leases from Landlord the Premises on the terms and conditions contained in this Lease.

2.2 Tenant shall have the nonexclusive right to use the Premises for agricultural purposes as provided herein.

**ARTICLE THREE**  
**Term and Possession**

3.1 Term. This Lease shall be for a term of \_\_\_\_\_ years, beginning on the Commencement Date and ending on the Expiration Date, unless terminated prior to the Expiration Date. Except as otherwise provided in this Lease, termination of the Lease prior to the Expiration Date requires mutual agreement by the Landlord and Tenant. Tenant shall be entitled to possession on the Commencement Date and shall give up possession on the Expiration Date.



3.2 The Parties shall have the option of renewing the Lease for two additional one (1) year periods. Renewal shall occur only upon Tenant's delivery to Landlord by 60 days prior to the Expiration Date, a written request to renew the Lease for the additional period. Upon said delivery, Landlord shall have until 30 days to provide written notice of its acceptance or rejection of Tenant's renewal offer. If Tenant fails to deliver such renewal notice, the Lease shall terminate at the end of the initial term; conversely, if Landlord fails to notify Tenant in writing of its decision, the Lease shall automatically renew for the additional period.

3.3 Early Termination by Landlord. In the event that Landlord shall sell any of the Premises, or in the event that any of the Premises shall be converted for other governmental use, Landlord is entitled to terminate this Lease with respect to the portion of the Premises sold or converted to governmental use upon written notice to Tenant, and the rents payable by Tenant shall be reduced on a pro rata basis. Landlord's liability upon such early termination shall be limited to the damages for the loss of any crop growing on the Premises at the time of such early termination.

#### **ARTICLE FOUR**

##### **Rent**

4.1 Tenant shall, for the entire Lease Term, pay to Landlord without demand, annual rent in the amount of \$\_\_\_\_\_ (the "Rent"). The annual rent amount shall be paid in one installment with payment due on March 1 of each year.

4.2 A late penalty of 5% of the payment due will be assessed on all late payments. Tenant agrees and acknowledges that the late penalty is necessary to compensate Landlord for lost interest, the opportunity cost of renting the Premises, and any legal fees or expenses incurred in enforcing its rights pursuant to this Agreement.

#### **ARTICLE FIVE**

##### **Payment of Taxes**

5.1 Landlord shall pay all taxes, assessments and governmental charges (collectively referred to as "Taxes") that accrue against the Premises during the Lease Term with the exception of those taxes that are directly attributable to agricultural or other production and sales based activities being conducted by Tenant on the Premises.

5.2 Tenant shall be liable for all taxes levied or assessed against any personal property or fixtures placed on the Premises, whether levied or assessed against Landlord or Tenant.

5.3 If Landlord accepts an offer for a renewal term, the annual rent for the renewal term shall be adjusted using the Consumer Price Index (CPI) for the Minnesota region in the year of renewal as an index and the first year of Lease as a base year as set forth by the Government of the United States. The rent shall not decrease during the renewal term, such that if the CPI is zero or negative, the rent shall remain the same as the prior year.

**ARTICLE SIX**  
**Permitted Use**

6.1 Tenant shall use the Premises for agricultural purposes only and all activities incidental thereto, including:

- a. To utilize no till farming practices according to the United States Department of Agriculture Natural Resources Conservation Practice Standard Cover Crop Code 329.
- b. To establish a cover crop immediately following, or prior to, the harvest of row crops according to the United States Department of Agriculture Natural Resources Conservation Practice Standard Cover Crop Code 340.
- c. To work with the Martin County Soil and Water Conservation District to control soil erosion and storm water runoff.
- d. To harvest and remove all crops in due season.
- e. To keep all ditches cleaned of weeds and debris.
- f. To mow roadside ditches and fence rows only after August 1<sup>st</sup>, which is after the primary nesting season has concluded.
- g. To destroy all noxious weeds and grasses and nuisances on the leased portion, in compliance with State Law.

6.2 Tenant shall not plant crops, till or otherwise alter any land in, on or about the Premises unless the entirety of the Rent for the year has been paid pursuant to Article Four.

6.3 Tenant shall not store equipment on the Premises when not in use.

6.4 Tenant shall not cause, maintain or permit any nuisance in, on or about the Premises. More specifically, Tenant shall not use or store any noxious chemicals on the Premises. Tenant shall not commit or allow to be committed any waste in or upon the Premises.

6.5 Tenant shall provide Landlord with full and complete information concerning all chemicals applied to the Premises, or any portion thereof, including brand and strength of chemical applied and poundage per acre.

6.6 Tenant shall not plant crops within, till or otherwise alter any land within 16½ feet of the edge of any county ditch. Tenant shall be responsible for restoring, at Tenant's sole cost and expense, any such areas that may be disturbed during the term of this Lease upon demand by Landlord. If Tenant does not do so, Landlord may (but need not) restore the such areas to their preexisting condition, and Tenant shall pay the cost of such work upon being billed by Landlord.

**ARTICLE SEVEN**  
**Utilities**

7.1 There are no utilities (electricity, fuel oil, gas services, telephone, trash collection, snow plowing, lawn mowing, water, sewer service, cable or satellite television reception, internet connection fees) serving the Premises, and for which the tenant is to be responsible.

**ARTICLE EIGHT**  
**Subletting and Assignment**

8.1 Tenant shall not assign its interest in this Lease and shall not sublet any portion of the Premises, or any right or privilege provided under the Lease or use of the Premises, or suffer any other person to occupy or use any portion of the Premises, without the prior written approval of Landlord.

**ARTICLE NINE**  
**Quiet Possession and Subordination**

9.1 Landlord covenants that Tenant, upon paying the Rent and performing the covenants under this Lease, shall peaceably and quietly have, hold and enjoy the leased Premises for the term of the Lease.

9.2 This Lease is subject and subordinate to all present or future financial encumbrances on the Premises, and is further subject to all present and future easements, conditions and encumbrances of record, and to all applicable laws, ordinances and governmental rules and regulations. Such subordination shall be self-executing without further act on the part of Landlord or Tenant; provided, however, that Tenant shall at any time hereafter, at the request of Landlord or any lien holder, or any purchaser of the Premises, execute any instruments that may be required, and Tenant hereby irrevocably authorizes Landlord to execute and deliver in the name of Tenant any such instrument if Tenant fails to do so.

**ARTICLE TEN**  
**Landlord's Reserved Rights**

10.1 Landlord reserves the following rights: (a) to take any and all measures necessary or desirable for the operation, safety, protection or preservation of the Premises, including repairs, alterations, decorations, additions or improvements, whether structural or otherwise, in and about the Premises or any part thereof; and (b) to enter to verify use of the Premises. Landlord may enter upon the Premises and may exercise any or all of the foregoing rights without being deemed guilty of an eviction (actual or constructive) or disturbance of Tenant's use or possession and without being liable in any manner to Tenant and without abatement of Rent or affecting Tenant's obligations hereunder.

**ARTICLE ELEVEN**  
**Alterations and Improvements**

11.1 Landlord has made no promise to alter, remodel, repair or improve the Premises and has made no representation of the condition of the Premises or the suitability of the Premises for the purpose stated herein other than what is contained in this Lease.

11.2 Tenant shall not make material alterations or improvements to the Premises without the written consent of Landlord. Consent shall be obtained by submitting a written description to Landlord of the proposed improvement, including its location, size, proposed use, and whether the improvement is to be severed from the Premises at the termination of the Lease or is to be left on the Premises, and any other information that may be required by the Landlord. Landlord may approve, disapprove, require more information, or require certain modifications to the proposed improvement in its sole judgment and

discretion. Tenant's final written proposal including a clear indication of Landlord's assent and signed by Landlord shall constitute written consent of Landlord. Unless otherwise agreed by both parties, approved improvements shall be at the sole expense of Tenant.

11.3 Tenant shall allow no mechanic's liens to be incurred or filed against the Premises. Tenant shall promptly pay for all alterations and improvements, which it may make under this Lease that are approved by Landlord, and shall save and hold harmless Landlord from any and all losses, including attorneys' fees, incurred by reason of mechanic's liens or other claims for skill, labor or material furnished or performed, or claimed to have been furnished or performed, on account of any such alteration or improvement made by Tenant hereunder. Tenant may contest any such mechanic's liens and prosecute all proceedings for the purpose of such contest pursuant to Minn. Stat. § 514.01, et seq. Tenant shall indemnify Landlord against any loss or liability by reason of such contest.

11.4 Tenant shall not place or maintain any signs on the Premises, without authorization by Landlord.

## **ARTICLE TWELVE** **Repairs and Maintenance**

12.1 Tenant, at its expense, shall keep the Premises in a safe and tenantable condition based on the purpose of this Lease. If Tenant does not do so, Landlord may (but need not) restore the Premises to a safe and tenantable condition, and Tenant shall pay the cost upon being billed by Landlord. This Article shall not apply to damage or destruction otherwise provided for in this Lease.

12.2 Tenant shall be responsible for all major and minor maintenance, repairs, or replacement of any and all alterations or improvements to the Premises made under Article 11. Improvements made under Article 11 that are capable of severance may be removed by Tenant at any time or within 30 days after termination of the Lease even though they may be fixtures, provided that Tenant leaves in good condition that part of the Premises from which such improvements are removed.

12.3 Improvements not capable of severance shall become the property of Landlord at termination of the Lease without compensation to the Tenant.

## **ARTICLE THIRTEEN** **Destruction or Damage**

13.1 Tenant agrees:

- a. That it will obtain all necessary state and local permits for its operations as necessary.
- b. That it will operate in accordance with all federal, state and local regulations.
- c. That it will be solely responsible for security of the Premises, including crops and equipment, and for any loss, damage, or destruction thereof.
- d. That it will keep the Premises in such repair as at the commencement of the said term or may be put in during continuance thereof, reasonable wear and tear and damage by fire or extended peril coverage perils only excepted.

- e. That it will not injure, overload or suffer to be injured or overloaded the Premises or any part thereof.
- f. That it will not make or suffer any unlawful, improper or offensive use of the Premises or any use thereof contrary to any law of the State or any ordinance of the City now or hereafter made, or which shall be injurious to any person or property or which shall be liable to endanger or affect any insurance on the said Premises.

**ARTICLE FOURTEEN**  
**Hold Harmless**

14.1 Tenant shall defend, indemnify and hold Landlord harmless from any liability, loss, cost, and obligations, including reasonable attorneys' fees, arising out of the use of the Premises by Tenant, Tenant's employees, officers, agents, clients and invitees. Landlord shall defend, indemnify and hold Tenant harmless from any liability, loss, cost, and obligations, including reasonable attorneys' fees, arising out of negligent or willful acts by Landlord, its employees, officers, agents, clients and invitees in meeting Landlord's obligations under this Lease.

14.2 Tenant knows, understands and acknowledges the risks and hazards associated with using the Premises and hereby assumes any and all risks and hazards associated therewith. Tenant hereby irrevocably waives any and all claims against the Landlord or any of its officials, employees or agents for any bodily injury (including death), loss or property damage incurred by Lessee as a result of using the Premises and hereby irrevocably releases and discharges the Landlord and any of its officials, employees or agents from any and all claims of liability.

**ARTICLE FIFTEEN**  
**Holding Over**

15.1 If Tenant without the consent of Landlord retains possession of the Premises or any part thereof after termination of the Term, then Landlord can elect to recover possession of the Premises by pursuing its rights under this Lease or at law. In such event Landlord shall further be able to recover in damages for the period Tenant holds over an amount equal to one hundred fifty percent (150%) of the Rent payable for the month immediately preceding the commencement of said holding over computed on a daily basis until Landlord receives possession of the Premises and in addition thereto, Tenant shall pay Landlord all direct damages sustained by reason of Tenant's retention of possession. Alternatively, Landlord can elect to retain Tenant on a month to month tenancy, terminable in accordance with law, at a Rent equal to one hundred fifty percent (150%) of the rate payable hereunder, commencing the month immediately preceding the commencement of said holding over and computed on a per month basis for each month or part thereof that Tenant remains in possession.

15.2 Landlord shall exercise its election of one of the above described alternatives by delivering a written notice thereof to Tenant within thirty (30) days after the first day of Tenant's retention of possession beyond the Term. In the event that Landlord fails to exercise its election as provided above, then Landlord shall be conclusively presumed to have elected to retain Tenant on a month to month tenancy, terminable in accordance with law at a Rent as provided in this Article.

**ARTICLE SIXTEEN**  
**Surrender of Possession**

16.1 Upon the termination of the Lease Term, Tenant shall immediately surrender the Premises (together with any alterations and improvements that are not severable) to Landlord in good order, repair and condition, ordinary wear and fire or casualty losses for which Tenant is not responsible excepted, and shall remove all equipment, trade fixtures and other items of Tenant's property from the Premises. Tenant shall pay Landlord upon demand the cost of repairing any damage to the Premises caused by such removal. Tenant shall leave the Premises in its pre-Lease condition, reasonable wear and tear excepted. If Tenant fails or refuses to remove Tenant's property from the Premises, Tenant shall be presumed to have abandoned the property and Landlord may dispose of the property without incurring liability, at Tenant's expense.

**ARTICLE SEVENTEEN**  
**Compliance with Laws, Ordinances and Regulations**

17.1 Throughout the Term of this Lease, Tenant, at its sole cost and expense, shall promptly comply with all present and future laws, ordinances, orders, rules, opinions, directives, regulations and requirements of all federal, state, city and other local governments. Throughout the Term of this Lease, Landlord shall comply with all local, state, and federal laws and regulations with respect to its management and operation of the Premises.

17.2 Tenant guarantees to Landlord that Tenant is an Equal Opportunity Employer and that he/she meets all United States and State of Minnesota Equal Opportunity Employment requirements or that Tenant is exempt from these provisions.

17.3 Tenant shall likewise observe and comply with, or shall cause to be observed and complied with, all the requirements of all policies of comprehensive general liability, fire and other insurance at any time in force with respect to the Premises.

**ARTICLE EIGHTEEN**  
**Insurance**

18.1 In addition to the following, Tenant shall maintain, at Tenant's expense, insurance on Tenant's property located in and upon the Premises, and shall assume the risk of loss to such property on the Premises.

18.2 Required Insurance. Tenant agrees to maintain, at Tenant's expense, the following insurance policies, as indicated in the certificate(s) of insurance attached hereto as Exhibit C, in the listed amounts:

Worker's Compensation	Statutory Limits
Employer's Liability	\$500,000 each accident \$500,000 disease policy limit \$500,000 disease each employee

Comprehensive General Liability	\$2,000,000 property damage and bodily injury per occurrence \$4,000,000 general aggregate \$2,000,000 Products – Completed Operations Aggregate \$100,000 fire legal liability each occurrence \$5,000 medical expense
Comprehensive Automobile Liability	\$1,000,000 combined single limit each accident (shall include coverage for all owned, hired and non-owned vehicles)
Umbrella or Excess Liability	\$1,000,000

All policies listed above shall be written on an “occurrence” form (“claims made” and “modified occurrence” forms are not acceptable).

With the exception of the Worker’s Compensation policies, all policies listed above shall insure the defense and indemnity obligations assumed by Tenant under this Lease, and shall name the Landlord as an additional insured under the policy.

All policies listed above shall contain a provision that coverages afforded thereunder shall not be canceled or non-renewed, nor shall coverage limits be reduced by endorsement, without thirty (30) days prior written notice to CITY.

**ARTICLE NINETEEN**  
**Default and Remedies**

19.1 If Tenant shall default in the payment of any installment of the Rent or in the payment of any other sum required to be paid by Tenant under this Lease and such default shall continue for fifteen (15) days after written notice to Tenant, or if Tenant shall default in the observance or performance of any of the other covenants or conditions in this Lease, which Tenant is required to observe or perform, and such default shall continue for thirty (30) days after written notice to Tenant, or if a default involves a hazardous condition and is not cured by Tenant immediately upon written notice to Tenant, or if the interest of Tenant in this Lease shall be levied upon under execution or other legal process, or if any voluntary petition in bankruptcy or for corporate reorganization or any similar relief shall be filed by Tenant, or if any involuntary petition in bankruptcy shall be filed against Tenant under any federal or state bankruptcy or insolvency act and shall not have been dismissed within thirty (30) days following the filing thereof, or if a receiver shall be appointed for Tenant or any of the property of Tenant by any court and such receiver shall not be dismissed within thirty (30) days from the date of appointment, or if Tenant shall make an assignment for the benefit of creditors, or if Tenant shall abandon or vacate the Premises, then Landlord may treat the occurrence of any one or more of the foregoing events as a breach of this Lease and thereupon at its option may, without notice or demand of any kind to Tenant or any other person, terminate this Lease and immediately repossess the Premises, in addition to all other rights and remedies provided at law or in equity. The provisions of this section shall survive any termination of this Lease.

19.2 In the event the Lease is terminated due to the default of Tenant:

- a. All obligations of Landlord under this Agreement shall cease. Landlord shall take reasonable measures to lease the Premises to another tenant for a comparable term and rent.
- b. Until Landlord enters into a new lease Tenant shall continue to pay the applicable rent until the end of the Lease Term. Landlord may retain a portion of the security deposit to cover its costs of re-letting the Premises.
- c. Rental payments received by Landlord from a new tenant will reduce the amount for which Tenant is liable to Landlord.
- d. Upon termination, Tenant agrees to yield possession of the Premises within 90 days of the date of notice of default, reserving the right to re-enter the Premises solely to harvest any crops that are the personal property of Tenant and are growing at the time of default.

19.3 In the event the Lease is terminated due to the default of Landlord:

- a. All obligations undertaken by Tenant under this Agreement including the obligation to pay rent shall cease.
- b. Upon termination, Tenant shall yield possession of the Premises in a timely manner, reserving the right to re-enter the Premises solely to harvest any crops that are the personal property of Tenant and are growing at the time of default. Landlord shall remit an amount equal to two times the Tenant's security deposit as liquidated damages and here agrees that such an amount is a reasonable approximation of the costs incident to moving a farming operation.

## **ARTICLE TWENTY**

### **Notices**

20.1 All notices required under the terms of this Lease shall be deemed to have been properly served or given three (3) days after their deposit in the United States mail if sent by registered or certified mail, return receipt requested, postage prepaid, or two (2) days after deposit in a nationally recognized overnight courier service, addressed to Landlord or Tenant at the addresses identified in Article One or to such other address within the continental limits of the United States and to the attention of such party as the parties may from time to time designate by written notice to the other.

## **ARTICLE TWENTY-ONE**

### **Miscellaneous**

21.1 **Voluntary and Knowing Action.** The parties, by executing this Lease, state that they have carefully read this Lease and understand fully the contents thereof; that in executing this Lease they voluntarily accept all terms described in this Lease without duress, coercion, undue influence, or otherwise, and that they intend to be legally bound thereby.

21.2 **Authorized Signatories.** The parties each represent and warrant to the other that (1) the persons signing this Lease are authorized signatories for the entities represented, and (2) no further



approvals, actions or ratifications are needed for the full enforceability of this Lease against it; each party indemnifies and holds the other harmless against any breach of the foregoing representation and warranty.

**21.3 No Partnership, Joint Venture, or Fiduciary Relationship.** Nothing contained in this Lease shall be interpreted as creating a partnership, joint venture, or relationship of principal and agent between the parties, it being understood that the sole relationship created hereby is one of landlord and tenant. No third party is entitled in any way to rely upon any provision in this Lease. This Lease is intended solely for the benefit of Landlord and Tenant and no third party shall have any rights or interest in any provision of this Lease, or as a result of any action or inaction of the Landlord in connection therewith.

**21.4 Records—Availability and Retention.** Pursuant to Minn. Stat. § 16C.05, subd. 5, the Tenant agrees that the Landlord, the State Auditor, or any of their duly authorized representatives at any time during normal business hours and as often as they may reasonably deem necessary, shall have access to and the right to examine, audit, excerpt, and transcribe any books, documents, papers, records, etc., which are pertinent to the accounting practices and procedures of the Tenant and involve transactions relating to this Lease. The Tenant agrees to maintain these records for a period of six years from the date of termination of this Lease.

**21.5 Governing Law.** This Lease shall be deemed to have been made and accepted in Martin County, Minnesota, and the laws of the State of Minnesota shall govern any interpretations or constructions of the Lease without regard to its choice of law or conflict of laws principles.

**21.6 Data Practices.** The parties acknowledge that this Lease is subject to the requirements of Minnesota's Government Data Practices Act, Minnesota Statutes, Section 13.01 et seq.

**21.7 No Waiver.** Any party's failure in any one or more instances to insist upon strict performance of any of the terms and conditions of this Lease or to exercise any right herein conferred shall not be construed as a waiver or relinquishment of that right or of that party's right to assert or rely upon the terms and conditions of this Lease. Any express waiver of a term of this Lease shall not be binding and effective unless made in writing and properly executed by the waiving party.

**21.8 Severability.** The invalidity or unenforceability of any provision of this Lease shall not affect the validity or enforceability of any other provision. Any invalid or unenforceable provision shall be deemed severed from this Lease to the extent of its invalidity or unenforceability, and this Lease shall be construed and enforced as if the Lease did not contain that particular provision to the extent of its invalidity or unenforceability.

**21.9 Headings and Captions.** Headings and captions contained in this Lease are for convenience only and are not intended to alter any of the provisions of this Lease and shall not be used for the interpretation of the validity of the agreement or any provision hereof.

**21.10 Survivability.** All covenants, indemnities, guarantees, releases, representations and warranties by any party or parties, and any undischarged obligations of Landlord and the Tenant arising

prior to the expiration of this Lease (whether by completion or earlier termination), shall survive such expiration.

21.11 **Exhibits.** The exhibits attached to this Lease are considered an integral part of it as if fully set forth within it.

21.12 **Entire Agreement.** All prior understandings, letters of intent, discussions and agreements are merged in the governing terms of this Lease, which is a complete and final written expression of the intent of the parties.

21.13 **Modification/Amendment.** Any alterations, variations, modifications, amendments or waivers of the provisions of this Lease shall only be valid when they have been reduced to writing, and signed by authorized representative of the Landlord and the Tenant.

*[Remainder of page intentionally left blank]*

IN TESTIMONY WHEREOF, as of the day and year first hereinabove written the parties have executed this Lease.

**LANDLORD:  
CITY OF FAIRMONT**

BY: \_\_\_\_\_  
Lee Baarts, Its Mayor

BY: \_\_\_\_\_  
Betsy Steuber, Its City Clerk

STATE OF MINNESOTA )  
 ) ss.  
COUNTY OF MARTIN )

The foregoing instrument was acknowledged before me this \_\_\_\_ day of \_\_\_\_\_, 2024, by Lee Baarts and by Betsy Steuber, respectively the Mayor and City Clerk of the City of Fairmont, a Minnesota municipal corporation, on behalf of the municipal corporation and pursuant to the authority granted by its City Council.

\_\_\_\_\_  
Notary Public

**TENANT:  
[INSERT NAME]**

BY: \_\_\_\_\_  
\_\_\_\_\_, Its \_\_\_\_\_

STATE OF MINNESOTA )  
 ) ss.  
COUNTY OF MARTIN )

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 2024, by \_\_\_\_\_, the \_\_\_\_\_, for \_\_\_\_\_, a Minnesota \_\_\_\_\_, on behalf of the \_\_\_\_\_.

\_\_\_\_\_  
Notary Public

**EXHIBIT A**  
**Description of Property**

**EXHIBIT B**  
**Depiction of Premises**

(Attached Map)

**EXHIBIT C**  
**Certificate(s) of Insurance**



## STAFF MEMO

<b>Prepared by:</b> Jeff O'Neill, Interim City Administrator	<b>Meeting Date:</b> 01/13/2025	<input type="checkbox"/> <b>Consent Agenda Item</b> <input checked="" type="checkbox"/> <b>Regular Agenda Item</b> <input type="checkbox"/> <b>Public Hearing</b>	<b>Agenda Item #</b> 9.A.4
<b>Reviewed by:</b>	<b>Item:</b> Consideration to Review Status of Recodification Project and Identify 2 City Council Representatives to Participate on a Combined 6 Member Charter Commission/City Council/Citizen Charter Review Team (CRT)		
<b>Presented by:</b> Jeff O'Neill, Interim City Administrator	<b>Action Requested:</b> Select two members of City Council to Serve on the Charter Review Team  <b>Motion #1:</b> Motion to Approve Councilmembers _____ & _____ to Serve on the Charter Review Team  <b>Motion #2:</b> Motion to Authorize Staff to Seek Two Volunteer Citizens (Citizens At Large) Interested in Serving on the Charter Review Team		
<b>Vote Required:</b> <input checked="" type="checkbox"/> <b>Simple Majority</b> <input type="checkbox"/> <b>Two Thirds Vote</b> <input type="checkbox"/> <b>Roll Call</b>	<b>Staff Recommended Action:</b>  Staff seeking motion and approval of 2 volunteers from the City Council to serve on the Charter Review Team motion to include direction to staff to seek volunteers interested in serving as a citizen at large member.		

### PREVIOUS COUNCIL ACTION

On February 12, 2024 the City Council authorized initiation of a process intended to update the City Codes and approved a framework for identifying and addressing opportunities for updating and improving the City codes and City Charter through a recodification effort.

### REFERENCE AND BACKGROUND

Since that date of City Council authorization to proceed, American Legal has compiled information on sections of the code that deserve examination. Accordingly, it is now time to convene the Charter Review Team (CRT) and get to work.

Please note, the Charter Commission reviewed this subject at its regular meeting in December and will be identifying representatives to serve on the CRT at its meeting in January.

Please refer to the attached agenda item from (Date) for more information on the purpose of the CRT – which is identified in the previous agenda item as the City Council/Charter Commission Work Group.

In addition to two City Council representatives, Council is asked to identify a citizen from the public at large for service on the CRT. Unless directed otherwise, staff will advertise the opening seeking volunteer interested in serving on the CRT. If multiple applicants step forward, City Council will be asked to select its preferred citizen representative. Similarly, the Charter Commission will be setting forth following its own process for identifying a citizen at large to serve on the CRT.

**BUDGET IMPACT**

**SUPPORTING DATA/ATTACHMENTS**

Control sheet and supporting documentation from February 12, 2024





## STAFF MEMO

<b>Prepared by:</b> Jeff O’Neill, Interim City Administrator	<b>Meeting Date:</b> 2/12/2024	<input type="checkbox"/> <b>Consent Agenda Item</b> <input checked="" type="checkbox"/> <b>Regular Agenda Item</b> <input type="checkbox"/> <b>Public Hearing</b>	<b>Agenda Item #</b> 9.6
<b>Reviewed by:</b> Jeff O’Neill, Interim Administrator	<b>Item:</b> Consideration of Awarding Recodification Project to American Legal Publishing		
<b>Presented by:</b> Jeff O’Neill, Interim Administrator	<b>Action Requested:</b> Motion to Award Recodification Project to American Legal Publishing in the amount of \$7,900 and Authorize Establishment of City Council/Charter Commission Work Group		
<b>Vote Required:</b> <input checked="" type="checkbox"/> <b>Simple Majority</b> <input type="checkbox"/> <b>Two Thirds Vote</b> <input type="checkbox"/> <b>Roll Call</b>	<b>Staff Recommended Action:</b> Approval  <b>Board/Commission/Committee Recommendation:</b> Charter Commission endorses the effort and establishment of a work group as described in this report.		

### PREVIOUS COUNCIL ACTION

At a previous meeting of the City Council, an update was provided identifying the need to improve governance and operations through recodification of the municipal code including an examination of the City Charter for consistency with the City Ordinances and for consistency with State Statutes. The inspiration for this project is not new and has been included in the budget in previous years but never completed. From my experience, recodification is very important but tends to get pushed to the side as other priorities emerge. However, like all important housekeeping it eventually needs to get done. In my estimation, now is a good time.

### REFERENCE AND BACKGROUND

A request for proposal (RFP) process has been completed yielding two candidates: Civic Plus at a cost of \$25,343 and American Legal at a cost of \$7,900. Considering the price differential, staff reviewed the RFP directly with American Legal to ensure the vendor understood the scope of the project. As a result of this inquiry and discussion, American Legal kept the quote at \$7,900. Attached is the RFP form submitted to vendors along with the response from American Legal. The RFP provides a complete review of the project goals with the short list as follows.

- Address problems identified and compiled by the City Clerk and staff over the years.
- Identify and suggest language reconciling inconsistencies within the City Code itself and inconsistencies between the City Code and the City Charter.

- Review the City Charter and Code for language that is inconsistent with State Law and suggest language reconciling the differences.
- If gaps in the current code are identified by Staff and/or City Council during this process, the vendor will provide guidance in developing new code language accordingly. Please note: the primary intent of the effort is to organize and correct issues with the current code. If new code is created, the vendor charges an additional amount based on page count. The rate per page is the same rate that formed the basis for the base quote.

**City Council/Charter Commission work group.** To assist in reviewing and improving the City Charter in a harmonious fashion, it is proposed that a work group be established to develop recommendations for potential City Charter modifications. It is suggested the work group be comprised of two members of the City Council, two members of the Charter Commission and two citizen members, with one appointed by the City Council and the other appointed by the Charter Commission. The focus of this work group will be to identify opportunities for improving the City Charter based on information and options provided by the vendor. In addition to identification of technical need to modify the City Charter as identified by the vendor, there very well could be ideas for improving the Charter that bubble up through the efforts of this work group. It is important to note that while the vendor will be providing a broad range of potential amendments to the city code, the work group is charged with focusing on city charter amendments and city codes affected by charter language. Ordinance analysis not pertaining to the City Charter is the purview of staff and City Council. The formation of the work group does not need to happen immediately since it will take about five-six months for the vendor to complete the initial analysis.

Please note: The Charter Commission had the opportunity to review the RFP and discussed the idea for a work group for developing ideas for modernizing the Charter in conjunction with this process and voted in **unanimous** fashion to endorse the recodification effort and work group formation as proposed.

American Legal Publishing comes highly recommended by the League of MN Cities and boasts a long list of satisfied customers, one of which is Monticello. Given the experience and track record of the company, I am highly confident that the effort will be a success. This is a project primarily administered by the City Clerk. Patty Monson will be of great help in getting the vendor off on the right foot, and Betsy Steuber will gain valuable experience early in her career as she will be a key player in coordinating the process to completion. There will be a few weeks during the process when Department Heads and Supervisors will be tasked with reviewing relevant sections in detail and meet response deadlines. It will be a challenge that I am certain will be met.

**BUDGET IMPACT**

This project was not included in the 2024 budget, but City staff anticipates being able to cover this cost within our Other General Government budget.

**SUPPORTING DATA/ATTACHMENTS**

Request for Proposals: Fairmont City Code/Charter Recodification  
Proposal from American Legal Publishing



## STAFF MEMO

<b>Prepared by:</b> Mayor Baarts Betsy Steuber, City Clerk	<b>Meeting Date:</b> 01/13/2025	<input type="checkbox"/> <b>Consent Agenda Item</b> <input checked="" type="checkbox"/> <b>Regular Agenda Item</b> <input type="checkbox"/> <b>Public Hearing</b>	<b>Agenda Item #</b> 9.A.5
<b>Reviewed by:</b> Jeff O'Neill, Interim City Administrator	<b>Item:</b> Consideration of Council Liaison Appointments to City Boards and Commissions, by Mayor Baarts		
<b>Presented by:</b> Mayor Baarts	<b>Action Requested:</b> <b>Motion #1:</b> Motion to Approve the City Council Liaison Appointments to City Boards and Commissions, as outlined  Hold discussion on selecting two Councilors to serve on the Community Resiliency Planning Committee, as managed by Region 9  <b>Motion #2:</b> Motion to Approve Councilors _____ & _____ to serve on the Community Resiliency Planning Committee		
<b>Vote Required:</b> <input checked="" type="checkbox"/> <b>Simple Majority</b> <input type="checkbox"/> <b>Two Thirds Vote</b> <input type="checkbox"/> <b>Roll Call</b>	<b>Staff Recommended Action:</b> Approval  <b>Board/Commission/Committee Recommendation:</b>		

### REFERENCE AND BACKGROUND

With the new year and change in Council, Mayor Baarts has reexamined Councilmember assignments as liasions to City Boards and Commissions, and would like to appoint the following:

- |  |                             |
|--|-----------------------------|
| Airport Board                            | Councilor Maynard           |
| Board of Zoning Appeals:                 | Councilors Hasek & Kotewa   |
| Community Education & Recreation:        | Councilor Lubenow           |
| Fairmont Economic Development Authority: | Councilors Kaweck & Maynard |
| Housing & Redevelopment Authority:       | Councilor Lubenow           |
| Library Board:                           | Councilor Hasek             |
| One Watershed One Plan:                  | Councilor Kaweck            |
| Park Board:                              | Councilor Lubenow           |
| Planning Commission:                     | Councilor Kaweck            |
| Public Utilities Commission:             | Councilor Hasek             |
| Region 9:                                | Councilor Kotewa            |
| Visit Fairmont:                          | Mayor Baarts                |

As Council approved the Memorandum of Understanding with Region Nine Development Commission to create an Energy and Environmental Resilience Plan for the City of Fairmont at the November 25, 2024 City Council meeting, the City is to identify two officials (City Council members) to serve on a Community Resiliency Planning Committee. No meeting dates or times have been identified at present.

Citizen appointments to City Boards and Commissions will be presented at the January 27, 2025 City Council meeting, with the following openings:

Economic Development Authority: One opening, with two applications received

Housing & Redevelopment Authority: One Opening

Board of Zoning Appeals: One Opening

### **BUDGET IMPACT**

### **SUPPORTING DATA/ATTACHMENTS**



**STAFF MEMO**

<b>Prepared by:</b> Tyler Cowing, Civil Engineer	<b>Meeting Date:</b> 01/13/2025	<input type="checkbox"/> <b>Consent Agenda Item</b> <input checked="" type="checkbox"/> <b>Regular Agenda Item</b> <input type="checkbox"/> <b>Public Hearing</b>	<b>Agenda Item #</b> 9.B.1
<b>Reviewed by:</b> Jeff O'Neill, Interim City Administrator	<b>Item:</b> Consideration to Prepare the Engineering Report for the 2025 Improvement Program		
<b>Presented by:</b> Tyler Cowing, Civil Engineer	<b>Action Requested:</b> Motion to Approve Resolution 2025-02 Ordering the Preparation of an Engineering Report for 2025 Street Improvements.		
<b>Vote Required:</b> <input checked="" type="checkbox"/> <b>Simple Majority</b> <input type="checkbox"/> <b>Two Thirds Vote</b> <input type="checkbox"/> <b>Roll Call</b>	<b>Staff Recommended Action:</b> Approval  <b>Board/Commission/Committee Recommendation:</b>		

**REFERENCE AND BACKGROUND**

The City Council is required to call for an engineering report for improvements being proposed as part of the 2025 Improvement Program to determine if the improvements are necessary, cost-effective, and feasible following Minnesota Statutes, Chapter 429 for special assessments.

**BUDGET IMPACT**

**SUPPORTING DATA/ATTACHMENTS**

Engineering Summary  
 Resolution 2025-02



**ENGINEERING SUMMARY REPORT  
2025 IMPROVEMENT PROGRAM**

December 17, 2024

**Reconstruction Projects**

**Lake Avenue** (CSAH 39/Bixby Road to Fairlakes Avenue) - This project will consist of reconstructing a 44' wide street in place of the 1970, 52' wide street. New sewer and water will be installed to replace the existing 1966 sanitary sewer and 1967 watermain. Storm sewer improvements will also be made following the city's storm sewer master plan and MS4 permit. There will be 37 properties that will receive benefit from this project and will be assessed according to the City's policy.

Estimated Improvement Costs	Length (LF)	Cost/LF	Construction Cost	Engineering /Admin Cost	Total Estimated Cost
<b>RECONSTRUCTION PROJECTS</b>					
Lake Avenue	4060	\$1,540	\$5,374,675.00	\$879,000.00	\$6,253,675.00
<b>2025 Street Improvements</b>	<b>Sub-Totals:</b>		<b>\$5,374,675.00</b>	<b>\$879,000.00</b>	<b>\$6,253,675.00</b>

# RESOLUTION NO. 2025-02

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>
	<b><u>RECONSTRUCTION</u></b>
5725001	Lake Avenue: Bixby Road/CSAH 39 to Fairlakes Avenue

Motion by:  
Seconded by:  
All in favor:  
Opposed:  
Abstained:

PASSED, APPROVED AND ADOPTED this 13th day of January 2025.

---

Lee C. Baarts, Mayor

ATTEST:

---

Betsy Steuber, City Clerk





**STAFF MEMO**

<b>Prepared by:</b> Matthew R. York, Public Works/Utilities Director	<b>Meeting Date:</b> 01/13/2025	<input type="checkbox"/> <b>Consent Agenda Item</b> <input checked="" type="checkbox"/> <b>Regular Agenda Item</b> <input type="checkbox"/> <b>Public Hearing</b>	<b>Agenda Item #</b> 9.B.2
<b>Reviewed by:</b> Jeff O’Neill, Interim City Administrator	<b>Item:</b> Consideration to Approve Task Order #8 – Blue Earth Avenue Preconstruction and Bidding Services		
<b>Presented by:</b> Matthew R. York, Public Works/Utilities Director	<b>Action Requested:</b> Approval of Task Order #8 with Bolton & Menk for Blue Earth Preconstruction and Bidding Services (SP-123-111-011)		
<b>Vote Required:</b> <input checked="" type="checkbox"/> <b>Simple Majority</b> <input type="checkbox"/> <b>Two Thirds Vote</b> <input type="checkbox"/> <b>Roll Call</b>	<b>Staff Recommended Action:</b> Approval  <b>Board/Commission/Committee Recommendation:</b>		

**PREVIOUS COUNCIL ACTION**

- 2023 – Traffic Counts on Blue Earth Avenue with Bolton and Menk
- Feb 2024 – Traffic Study Analysis for Blue Earth Avenue with Bolton and Menk
- Oct 2024 – Topographic Survey for Blue Earth Avenue with Bolton and Menk

**REFERENCE AND BACKGROUND**

Since 2022, Bolton and Menk have been assisting the City of Fairmont with funding sources and Phase I Preconstruction Services for the Blue Earth Project from Downtown Plaza to TH15.

This Task Order will take us through bidding process for the Blue Earth Project. The Timeline for this project is as follows:

- January 2025 • Authorization of Services
- February-July 2025 • Project Memo, Prelim. Eng. & Public Eng.
- July 2025-February 2026 • Design, Plans, and Specifications
- March-April 2026 • Advertise; Accept Bids; Award Contract

The deliverables are as follows:

1. Project Memorandum
2. Engineering Feasibility Report
3. Final Plans and Specifications
4. Engineer’s Cost Estimate
5. Bid Summary & Recommendation Letter
6. Executed Contracts

Staff recommend Council approve the task order so the public engagement portion of the project can start in the near future and not delay the design portion of the project.

**BUDGET IMPACT**

Project is within the Capital Improvement Budget

**SUPPORTING DATA/ATTACHMENTS**

Task Order #8 – Bolton and Menk

**CITY OF FAIRMONT AND BOLTON & MENK, INC.  
TASK ORDER TO 2024 AGREEMENT FOR PROFESSIONAL SERVICES**

**TASK ORDER NO: 008 – Blue Earth Ave. Mill & Overlay (SP 123-111-011) – Design & Bidding Services**

**CLIENT: City of Fairmont**

**CONSULTANT: Bolton & Menk, Inc.**

**DATE OF THIS TASK ORDER: January 13, 2025**

**DATE OF MASTER AGREEMENT FOR PROFESSIONAL SERVICES: January 8, 2024**

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.

CONSULTANT agrees to provide professional services required for the design and bidding related to the mill and overlay of Blue Earth Avenue from Downtown Plaza to TH 15 (3,800 linear feet); herein referred to as the Project. The project is part of MNDOT’s Statewide Transportation Improvement Program (STIP) and will be designed to comply with MN State Aid rules and as defined by the Delegated Contract Process (DCP) guidelines established by MNDOT and the FHWA. This project is intended to be part of the city’s 2026 Improvement Program and will be assessed following the MN Stat 429 requirements. This project includes a mill and overlay of the existing surface, sidewalk and ADA improvements, traffic signal replacement, minor storm sewer upgrades, new bituminous pavement and new pavement markings. The street is being evaluated for a 4-lane to 3-lane conversion and part of this project will be to gather public input on this design change. Vehicle counts, traffic study, and topographic survey were all completed previously under separate contracts with the city.

**Task 1: Project Memorandum**

Upon authorization to prepare plans and specifications for the Project, CONSULTANT will:

1. Complete initial background research for consideration of the potential social, economic, and environmental impacts of the project.
2. Complete the identification of needs and deficiencies.
3. Request necessary agency reviews, complete field investigations of site, and compile environmental documentation and reviews as required by the DCP process.
4. Complete mapping and reports required for the project memorandum.
5. Submit the project memorandum to MNDOT and complete edits as requested.

## **Task 2: Public Engagement**

Upon authorization to prepare plans and specifications for the Project, CONSULTANT will:

1. Work with city staff to develop a public engagement process. It is anticipated that this will involve two meetings with the public to gather feedback on the traffic study. These discussions would include the proposed lane conversion and intersection improvements along with the potential removal of traffic signals.

## **Task 3: Preliminary Engineering**

CONSULTANT will perform the following related to preliminary engineering:

1. Coordinate the State Aid and DCP process with MNDOT District 7.
2. Evaluate the need for geotechnical exploration with a separate contractor to review existing soil conditions and develop a recommended street section. If necessary, the city will enter into a separate agreement with the geotechnical engineering contractor for this work.
3. Prepare an Engineering Feasibility Report detailing the proposed project improvements and the recommended ADA and storm sewer improvements, including a preliminary cost estimate and project feasibility.
4. Work with city staff to prepare the Preliminary Assessment Roll based on the current Assessment Policy.
5. Present the preliminary design to the City Council.

## **Task 4: Design and Preparation of Plans and Specifications**

CONSULTANT will perform the following related to the design phase:

1. Perform final design and prepare plans and specifications for the Project. This will include construction plans for street, storm sewer, and sidewalk installations and documents necessary for the city to bid and enter into an agreement with a contractor.
2. Documents will be prepared in accordance with MNDOT State Aid standards and follow the MNDOT DCP review and approval process.
3. Prepare an engineer's estimate including a complete breakdown of quantities of construction and estimated cost of construction. Cost estimate will be submitted to MNDOT for review.
4. Assist with the preparation of permit applications for MPCA (stormwater/erosion control) and City of Fairmont (land disturbance permit) required for the Project.
5. Provide bid documents comprising of construction plans, specifications and construction contract in accordance with the requirements of the CITY and MNDOT.

## **Task 5: Bidding**

CONSULTANT will perform the following related to the bidding phase:

1. Answer questions from contractors interested in bidding on the project.
2. Attend the public bid letting, analyze bids received by the CITY for completeness and accuracy and note any omissions and discrepancies.
3. Compile a bid summary comprising the results of the bids and prepare a letter to the CITY recommending award of the construction contract to the apparent low bidder based upon analysis of the bids received.
4. Construction contract will be submitted to MNDOT for processing and funding approvals.
5. Coordinate final execution of awarded bid to CLIENT and contractor.

**Additional Services**

Consulting services performed other than those identified above shall be considered not part of Basic Services and may be authorized by the CLIENT as Additional Services. Additional Services consist of those services that are not generally considered to be Basic Services; or exceed the requirements of the Basic Services; or are not definable prior to the bidding of the project; or vary depending on the technique, procedures, or schedule of the project contractor.

Additional services may include:

1. Professional services associated with temporary/permanent property acquisition.
2. Professional services related to work outside of the project limits defined above.
3. Professional services associated with actual site or subsurface exploration.
4. Professional services not identified above, including soil testing services of an independent testing laboratory.

**2.0 Fees:**

CLIENT shall pay CONSULTANT in accordance with Section III of the Master Agreement and as follows:

TASK	DESCRIPTION	COST
1	Project Memorandum (Lump Sum)	\$24,000
2	Public Engagement (Estimated)	\$9,000
3	Preliminary Engineering (Estimated)	\$58,000
4	Design, Plans, and Specifications (Estimated)	\$115,000
5	Bidding (Estimated)	\$20,000
<b>TOTAL (Hourly Estimated)</b>		<b>\$226,000</b>

Task 1 is a lump sum amount and Task 2-5 are hourly estimated amounts. Actual costs will be invoiced in accordance with Section III.A.2 of the Master Agreement for Professional Services with a total estimated amount of \$226,000.

**3.0 Schedule:**

Schedule for performance of services will be as follows, such that all services will be completed by May 1, 2026.

January 2025	• Authorization of Services
February-July 2025	• Project Memo, Prelim. Eng. & Public Eng.
July 2025-February 2026	• Design, Plans, and Specifications
March-April 2026	• Advertise; Accept Bids; Award Contract

**4.0 Deliverables:**

Deliverables will be as follows or as set forth:

1. Project Memorandum
2. Engineering Feasibility Report
3. Final Plans and Specifications
4. Engineer’s Cost Estimate
5. Bid Summary & Recommendation Letter
6. Executed Contracts

**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 incorporates this Task Order.

**6.0 Other Matters:**

None

**7.0 Project Managers:**

Project manager and contact information for the CLIENT and CONSULTANT for this Task Order is:

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](mailto:myork@fairmont.org)

BOLTON & MENK, INC.:  
Troy Nemmers, P.E.  
1501 South State Street, Suite 100  
Fairmont, MN 56031  
Office Phone: 507-238-4738  
Email: [troy.nemmers@bolton-menk.com](mailto:troy.nemmers@bolton-menk.com)

CLIENT: CITY OF FAIRMONT

CONSULTANT: BOLTON & MENK, INC.

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

By: Wesley W. Brown

Printed Name: \_\_\_\_\_

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

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

Title: Municipal Group Leader – Sen. Principal

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

Date: January 13, 2025

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

Printed Name: \_\_\_\_\_

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

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

ATTACHMENTS TO THIS TASK ORDER: None



**Council Member Agenda Request**

**Submitted (1/8/2025) for (01/13/2025) Council Meeting**

\*verbally received per Interim O'Neill on 1/7/25, with approval for agenda on 1/8/25

**Agenda Item: 10.1**

**From:** Councilor Kawecki

**Subject:** Grant Alternative Funding

**Policy/Action Requested:** Council consideration for part-time contracted position for grant writer/alternative funding and plan writing.

1. Contract with an outside company to research grants and alternative funding sources for the many projects the City of Fairmont has on-going and in the future.
2. The position has the opportunity to pay for itself with the staff member focusing solely on grants, alternative funding, and plans for the City of Fairmont.
3. Contracted positions are not locked in for 6 months or one year so if the Council is not satisfied, the contract can be terminated.

**Attachments:** Conservation Partners Legacy Grant example and Grant Writing - CEDA

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

**The CPL grant program will accept applications for FY2025 beginning today, January 2nd.**

The application system for the Conservation Partners Legacy grant program (CPL) opens on January 2, 2025. CPL funds conservation projects that restore, enhance, or protect forests, wetlands, prairies, and habitat for fish, game, and wildlife in Minnesota. Grant requests may range from \$5,000 to \$500,000 with a maximum total project cost of \$1,000,000. Nonprofit organizations and government entities are eligible to apply, and a 10% match of non-state origin is required. Funding for the CPL program comes from the [Outdoor Heritage Fund](#).

\$2.5 million is available for the [Traditional cycle](#). Projects must be on public lands/waters or on lands protected by a permanent conservation easement. Apply by 4:00 PM February 19, 2024.

\$1 million is available for the [Expedited Conservation Projects \(ECP\) grant cycle](#). ECP funds projects up to \$50,000 for [eligible activities](#) on public lands and waters. The ECP application is open continuously through May 12, 2025, or until all funds are awarded. Apply by 4:00 PM January 13, 2025 for the first round of ECP funding.

Additional Information:

[FY2025 Request for Proposal](#)

[FY2025 CPL Funding Schedule](#)

[Best Practices for CPL Applicants](#)

[CPL Evaluation Criteria](#)

Questions? Please email [lscplgrants.dnr@state.mn.us](mailto:lscplgrants.dnr@state.mn.us) for more information.



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CEDA was founded in grant-writing and has secured over \$50m for our clients. Our success resonates throughout dozens of rural American communities.

CEDA, a 501(c)(3) non-profit organization established in 1986, can help businesses, communities, and organizations research, write, and administer grants for specific development needs, from infrastructure builds to festival support.

- Collecting and compiling project details and attachments
- Knowing and abiding by all application parameters and processes
- Authoring compelling narratives that clearly demonstrate the need
- Submitting by deadline on behalf of client
- And other project-specific requirements

# CEDA

## ABOUT CEDA

You're busy. Grant research, proposal writing and compiling supporting documentation takes time and expertise. CEDA's Grant Department can help you and your team keep your valuable time reserved for necessary projects in your community.

## PROGRAMS & SERVICES

monitors federal, state, local and private grant openings and impending deadlines on an ongoing basis to ensure that we have the most up-to-date knowledge.

CEDA also has access to a database of grant opportunities that we can use for research on specific projects. Our Grant Department staff are adept at locating resources for a variety of project types.

## CEDA TEAM

We understand the requirements that come with grant awards. CEDA's Grant Department can ensure that all reporting is taken care of correctly and on time.

Our staff can also create supporting evaluation tools for performance measurement, such as surveys, attendance tracking, and more.

## COMMUNITIES WE SERVE

seeking process simple, and we have the professional expertise to manage all facets of your project's proposal.

Our experienced team will provide an all-encompassing, not-to-exceed figure so that your community can rest assured that it will stay within budget.

## CEDA PARTNERS

[CONTACT CEDA TODAY](#)

[VIEW GRANT WRITING RESOURCE GUIDE](#)

# Small Cities Development Program Grant Writing and Program Management

The Small Cities Development Program (SCDP) is a competitive Federal/State-funded grant program that cities may use to address local needs.

Grant funds are generally targeted to benefit low to moderate income people. To date, CEDA has successfully authored over \$12 million in these grants on behalf of cities in Southeast Minnesota.

**Eligible uses of the funds may include:**

- Community infrastructure projects (water & wastewater)
- Single-family or multi-family housing rehabilitation
- New housing construction
- Commercial exterior rehabilitation

**SCDP Process:**

- A survey is completed to assess needs either throughout the city or within a specific area of the city.
- If the need warrants, the next step is to submit a Pre-application to the MN Department of Employment & Economic Development (DEED).
- Following Pre-application approval and further research, a Full Application will be submitted to DEED.
- Pre-applications are due in the fall each year, Full Applications in winter, and the grant awards are announced in spring.
- When awarded, the projects may proceed and the on-going grant management begins, which is typically a two to three-year process.

To learn more please contact Allison Wagner at 507-867-3164.

✉ [INFO@CEDAUSA.COM](mailto:INFO@CEDAUSA.COM)

- ▶ Community Support Programs
- ▶ Small Business Assistance
- ▶ Grant Writing & Management
- ▶ Rural Innovation
- ▶ Planning & Development
- ▶ Workforce Development
- ▶ Agricultural Resources
- ▶ City Administration
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- ▶ CEDA Team
- ▶ Communities CEDA Serves
- ▶ CEDA Partners
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- ▶ News & Information
- ▶ Calendar
- ▶ Requests for Proposals RFP
- ▶ Reports
- ▶ Other Resources



**Council Member Agenda Request**

**Submitted (1/8/2025) for (01/13/2025) Council Meeting**

\*verbally received per Interim O'Neill on 1/7/25, with approval for agenda on 1/8/25

**Agenda Item: 10.2**

**From:** Councilor Kawecki

**Subject:** Review Flaherty & Hood

**Policy/Action Requested:** Council Discussion to consider the review of City Attorney Flaherty and Hood

It has been several years since we have reviewed the city attorney and had a discussion regarding their performance and fees.

**Attachments:**

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



**Council Member Agenda Request**

**Submitted (1/8/2025) for (01/13/2025) Council Meeting**

\*verbally received per Interim O'Neill on 1/7/25, with approval for agenda on 1/8/25

**Agenda Item: 10.3**

**From:** Councilor Kawecki

**Subject:** Tree Waste Site

**Policy/Action Requested:** Council discussion to consider possible alternative solutions for the tree waste site

1. Lock gates located at 1880 100<sup>th</sup> Street, which is the tree waste site, to help reduce abuse from outside City of Fairmont residents. The tree waste site would be accessible to tree trimming companies and city staff by key.
2. The site could be opened at city staff discretion for windstorms leaf clean-up, etc.
3. The City of Fairmont's "old" public works location at 425 Margaret Street East could be used as a designate drop off with specific identified areas for brush, debris, and leaves.
4. Video surveillance could be used to identify any abuse that occurred from the power provided from the "old" public works building.
5. Council and city staff could determine the maximum size in diameter that may be dropped off at this location and all other material could be coordinated through city hall, if needed.
6. City staff would remove the brush, debris and leaves as needed and haul to the tree waste site. This gives staff the ability to organize as needed versus having to separate the piles once intertangled.
7. There are other communities in the state of Minnesota who use this practice, such as Oakdale.

**Attachments:** Oakdale, MN photo and City of Fairmont 425 Margaret Street East photo

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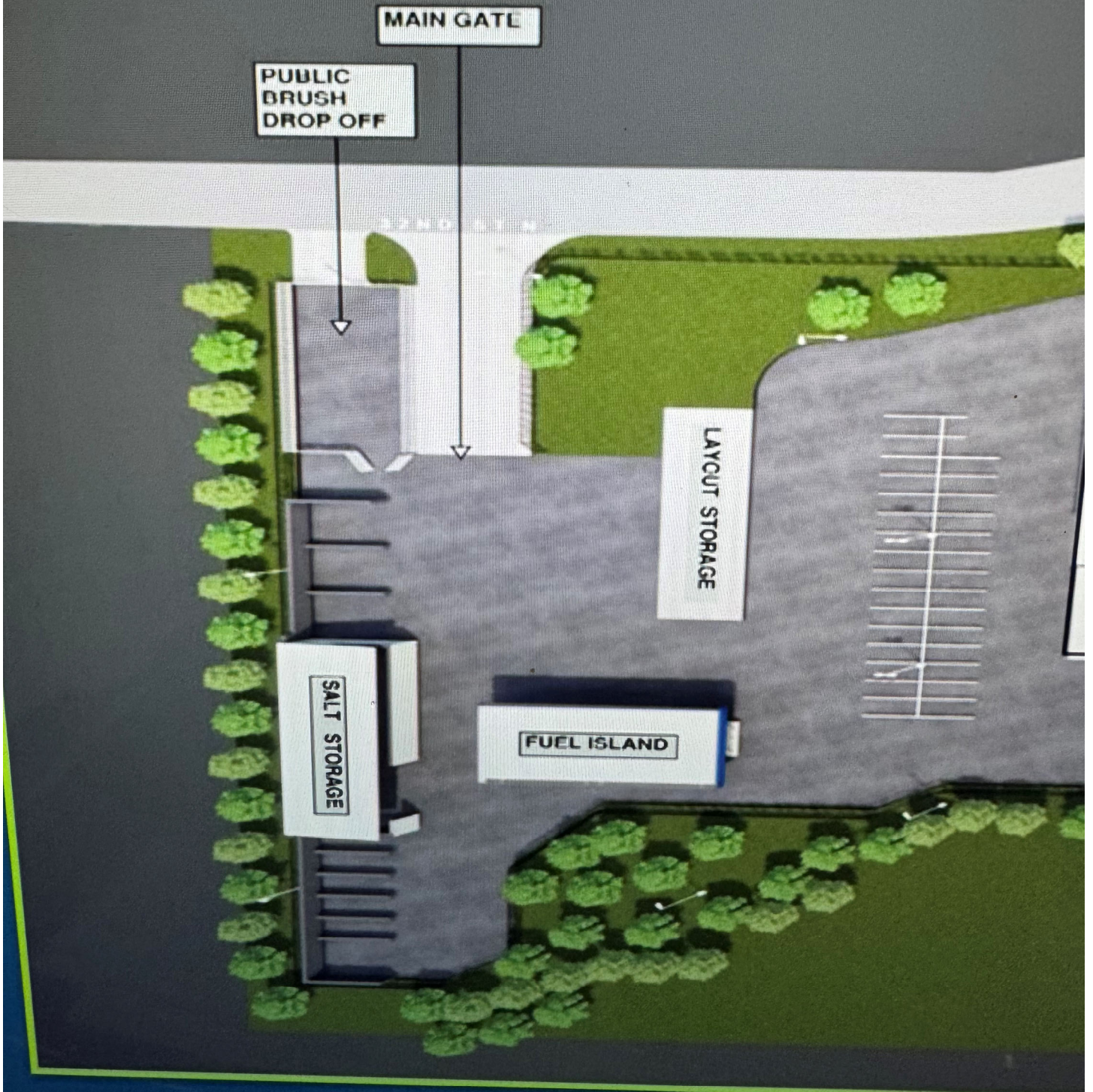
Council Action: \_\_\_\_\_

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



# 75,000 Square Foot facility

Oakdale, Minnesota







425 Margaret Street East  
Fairmont, MN

230390480

232540160

231290010

231290020

2312





**Council Member Agenda Request**

**Submitted (1/8/2025) for (01/13/2025) Council Meeting**

\*verbally received per Interim O'Neill on 1/7/25, with approval for agenda on 1/8/25

**Agenda Item: 10.4**

**From:** Councilor Kawecki

**Subject:** Meeting Attendance via Technology

**Policy/Action Requested:** Council discussion per Minnesota Statute § 13D to allow meeting attendance via technology

Potential to increase participation and involvement in city government.

**Attachments:** Minnesota Statute § 13D, applicable section(s)

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

**13D.02 OTHER ENTITY MEETINGS BY INTERACTIVE TECHNOLOGY.**

Subdivision 1. **Conditions.** (a) A meeting governed by section 13D.01, subdivisions 1, 2, 4, and 5, and this section may be conducted by interactive technology so long as:

(1) all members of the body participating in the meeting, wherever their physical location, can hear and see one another and can hear and see all discussion and testimony presented at any location at which at least one member is present;

(2) members of the public present at the regular meeting location of the body can hear and see all discussion and testimony and all votes of members of the body;

(3) at least one member of the body is physically present at the regular meeting location;

(4) all votes are conducted by roll call so each member's vote on each issue can be identified and recorded; and

(5) each location at which a member of the body is present is open and accessible to the public.

(b) A meeting satisfies the requirements of paragraph (a), although a member of the public body participates from a location that is not open or accessible to the public, if the member has not participated more than three times in a calendar year from a location that is not open or accessible to the public, and:

(1) the member is serving in the military and is at a required drill, deployed, or on active duty; or

(2) the member has been advised by a health care professional against being in a public place for personal or family medical reasons.

Subd. 1a. **Meeting exception.** This section applies to meetings of entities described in section 13D.01, subdivision 1, except meetings of:

(1) a state agency, board, commission, or department, and a statewide public pension plan defined in section 356A.01, subdivision 24; and

(2) a committee, subcommittee, board, department, or commission of an entity listed in clause (1).

Subd. 2. **Members are present for quorum; participation.** Each member of a body participating in a meeting by interactive technology is considered present at the meeting for purposes of determining a quorum and participating in all proceedings.

Subd. 3. **Monitoring from remote site.** If interactive technology is used to conduct a meeting, to the extent practical, a public body shall allow a person to monitor the meeting electronically from a remote location.

Subd. 4. **Notice of regular and all member locations.** If interactive technology is used to conduct a regular, special, or emergency meeting, the public body shall provide notice of the regular meeting location and notice of any location where a member of the public body will be participating in the meeting by interactive technology, except for the locations of members participating pursuant to subdivision 1, paragraph (b). The timing and method of providing notice must be as described in section 13D.04.

Subd. 5. MS 2020 [Repealed by amendment, 2021 c 14 s 5]



Subd. 6. **Record.** The minutes for a meeting conducted under this section must reflect the names of any members appearing by interactive technology and state the reason or reasons for the appearance by interactive technology.

**History:** 1957 c 773 s 1; 1967 c 462 s 1; 1973 c 123 art 5 s 7; 1973 c 654 s 15; 1973 c 680 s 1,3; 1975 c 271 s 6; 1981 c 174 s 1; 1983 c 137 s 1; 1983 c 274 s 18; 1984 c 462 s 27; 1987 c 313 s 1; 1990 c 550 s 2,3; 1991 c 292 art 8 s 12; 1991 c 319 s 22; 1994 c 618 art 1 s 39; 1997 c 154 s 2; 1Sp2011 c 11 art 2 s 1; 2019 c 33 s 1-3; 2020 c 74 art 1 s 1; 2021 c 14 s 5; 2023 c 62 art 3 s 1



**Council Member Agenda Request**  
**Submitted (1/8/2025) for (01/13/2025) Council Meeting**  
\*verbally received per Interim O'Neill on 1/7/25, with approval for agenda on 1/8/25

**Agenda Item: 10.5**

**From:** Councilor Kawecki

**Subject:** Council Policy for Agenda Item Submission

**Policy/Action Requested:** Council discussion to consider amending the Council Policy for agenda item submissions from Tuesday at 4:30 pm to Thursday at 12 pm (noon).

1. Items submitted by Councilors require no staff time until the Council, as a majority, has discussion and directs staff to take action.
2. Councilors can add items to the agenda prior to approval of the agenda, the day of the meeting, with Council approval.
3. Allowing simple discussion items to be placed on the agenda versus adding them the day of the meeting allows staff and Council to be prepared for discussion versus it being dropped minutes before the meeting.
4. Allowing Council to have an open discussion promotes a positive work environment.
5. If the item is discussed, the Council, as a majority, still has to make the decision for staff to move forward with or without action.

**Attachments:** Council Policy regarding agenda item submission

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

points of view can find common ground and seek a compromise that benefits the community as a whole. In so doing, members should support the majority opinion of the council once a vote has been taken.

5. **Agenda.** An agenda shall be prepared for all regular council meetings by the city administrator.
- a. A council member may request to have an item placed on the agenda. All requests should follow these guidelines:
    - i. The request must be submitted on a council member agenda request form and contain sufficient information to clearly describe the subject matter to be considered by council and any action requested or required. The council member shall strive to provide factual background information and avoid opinion and personal bias on the agenda request form.

1

- ii. The city administrator shall review the form for clarity and ask for clarification if needed.
  - iii. Staff time will not be spent on an individual council member agenda request, until council as a whole has discussed and requested additional information for possible council action.
  - iv. Council member agenda request forms should be submitted to the city administrator by 4:30 p.m. on the Tuesday before the meeting.
  - v. If a council member has requested an item be placed on the agenda, and the council has previously had discussion on the matter, a council member may not request to have the same item placed back on the agenda for a period of 6 months (*without significant new information to present*). Nothing herein shall be interpreted to prevent a majority of the city council from revisiting an item previously on a meeting agenda.
- b. A council member may make a motion to remove an item from the agenda during the time to adopt the agenda. The motion must be approved by a simple majority vote.
  - c. To ensure the public's ability to know the items being addressed by council, and to allow council members the ability to be prepared to discuss the matters before them, no items may be added to the agenda after the agenda is posted, unless an urgent situation arises that requires immediate attention.
  - d. Agendas shall be posted and emailed to council members on the Thursday prior to the meeting.



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

From: 11/27/2024

To: 12/31/2024



<u>Vendor</u>	<u>Department</u>	<u>Description</u>	<u>Amount</u>	<u>Check Number</u>	<u>Check Date</u>
<b><u>A.H. Hermel Company</u></b>					
A.H. Hermel Company	Liquor - Mdse for Resale	Pop/Mix	175.30	167011	12/09/2024 1
A.H. Hermel Company	Liquor - Mdse for Resale	Freight	8.95	167011	12/09/2024 1
A.H. Hermel Company	Liquor - Mdse for Resale	Pop/Mix	221.11	167011	12/09/2024 1
A.H. Hermel Company	Liquor - Mdse for Resale	Freight	8.95	167011	12/09/2024 1
A.H. Hermel Company	Liquor Store	Supplies Liquor Store	248.32	167011	12/09/2024 1
A.H. Hermel Company	Liquor Store	Supplies Liquor Store	298.87	167011	12/09/2024 1
		<b>Total for A.H. Hermel Company</b>	<b>961.50</b>		
<b><u>Abdo, LLP</u></b>					
Abdo, LLP	Human Resources	HR Professional Services	200.00	166961	12/06/2024 1
		<b>Total for Abdo, LLP</b>	<b>200.00</b>		
<b><u>Abel Towing, Lockout-N-Jump in Mank</u></b>					
Abel Towing, Lockout-N-Jump in Mankato LLC	Crime Control & Investigation	Squad #10 Dead in Mankato	213.75	166911	11/27/2024 1
		<b>Total for Abel Towing, Lockout-N-Jump in Mank</b>	<b>213.75</b>		
<b><u>Active911, Inc.</u></b>					
Active911, Inc.	Fire Fighting	Additional Licenses Added to Existing Subscription Fire Dept	28.50	167053	12/12/2024 1
		<b>Total for Active911, Inc.</b>	<b>28.50</b>		
<b><u>Advanced Drainage System</u></b>					
Advanced Drainage System	Parks	Long Bell & Split Coupler Park Dept	1,634.68	167149	12/20/2024 1
Advanced Drainage System	Parks	Cedar Park	845.46	166962	12/06/2024 1
		<b>Total for Advanced Drainage System</b>	<b>2,480.14</b>		
<b><u>Airport Lighting Company</u></b>					
Airport Lighting Company	Airport	CPAPI Upgrade Kit From AOSI/REV 3 PCB To DATS/REV 4 PCB	7,497.40	167054	12/12/2024 1
		<b>Total for Airport Lighting Company</b>	<b>7,497.40</b>		
<b><u>Amazon Capital Services</u></b>					
Amazon Capital Services	Airport	Office Supplies	0.85	166963	12/06/2024 1
Amazon Capital Services	Parks	Toilet Paper Dispensers Park Dept	298.64	167055	12/12/2024 1
Amazon Capital Services	Parks	Office Supplies	0.68	166963	12/06/2024 1
Amazon Capital Services	Parks	SS Round Number Tags Re-Leaf Grant	66.00	167055	12/12/2024 1
Amazon Capital Services	Parks	2 Boxes of 2" Paint Brushes Park/Street	33.89	167055	12/12/2024 1
Amazon Capital Services	Fire Fighting	Office Supplies	0.68	166963	12/06/2024 1
Amazon Capital Services	Director of Finance	Office Supplies	0.85	166963	12/06/2024 1
Amazon Capital Services	Lake Restoration	Office Supplies	0.34	166963	12/06/2024 1
Amazon Capital Services	Paved Streets	2 Boxes of 2" Paint Brushes Park/Street	33.89	167055	12/12/2024 1
Amazon Capital Services	Paved Streets	Office Supplies	0.34	166963	12/06/2024 1
Amazon Capital Services	Paved Streets	Cylinder Protection Saw Part	8.98	167150	12/20/2024 1
Amazon Capital Services	Crime Control & Investigation	Office Supplies	0.51	166963	12/06/2024 1
Amazon Capital Services	Crime Control & Investigation	iPhone Case Police Dept	37.02	166912	11/27/2024 1
Amazon Capital Services	Parking Lots	Office Supplies	0.34	166963	12/06/2024 1
Amazon Capital Services	Economic Development	Office Supplies	0.51	166963	12/06/2024 1
Amazon Capital Services	Recording & Reporting	Office Supplies	0.85	166963	12/06/2024 1
Amazon Capital Services	Recording & Reporting	Permanent Notarial Seals City Clerk	11.36	166963	12/06/2024 1

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



From: 11/27/2024

To: 12/31/2024

<u>Vendor</u>	<u>Department</u>	<u>Description</u>	<u>Amount</u>	<u>Check Number</u>	<u>Check Date</u>
Amazon Capital Services	Building Inspection	Office Supplies	0.85	166963	12/06/2024 1
Amazon Capital Services	Data Processing	Office Supplies	0.51	166963	12/06/2024 1
Amazon Capital Services	Planning & Zoning	Office Supplies	0.85	166963	12/06/2024 1
Amazon Capital Services	Engineering	Level & Tool LC48 Levelguard Level Case Engineering	12.49	166912	11/27/2024 1
Amazon Capital Services	Engineering	Digital Tech Level With Case Engineering	302.30	166963	12/06/2024 1
Amazon Capital Services	Engineering	Office Supplies	1.89	166963	12/06/2024 1
Amazon Capital Services	Liquor Store	Office Supplies	0.34	166963	12/06/2024 1
Amazon Capital Services	Police Administration	Office Supplies	0.34	166963	12/06/2024 1
Amazon Capital Services	City Manager	Coat Rack Wall Mount Council Chambers	19.59	166963	12/06/2024 1
Amazon Capital Services	City Manager	Office Supplies	0.85	166963	12/06/2024 1
<b>Total for Amazon Capital Services</b>			<b>835.74</b>		
<b><u>American Engineering Testing, Inc.</u></b>					
American Engineering Testing, Inc.	Paved Streets	2024 Street Projects Compaction & Concrete Testing	10,918.75	166964	12/06/2024 1
<b>Total for American Engineering Testing, Inc.</b>			<b>10,918.75</b>		
<b><u>American Welding &amp; Gas, Inc.</u></b>					
American Welding & Gas, Inc.	Central Garage	Cylinder Rentals	107.01	166913	11/27/2024 1
American Welding & Gas, Inc.	Central Garage	Grinding Wheels	306.09	167151	12/20/2024 1
<b>Total for American Welding &amp; Gas, Inc.</b>			<b>413.10</b>		
<b><u>Arnold Motor Supply</u></b>					
Arnold Motor Supply	Central Garage	Util Vise 6.5	118.50	167056	12/12/2024 1
Arnold Motor Supply	Central Garage	2 11oz Starting Fluid	5.58	167056	12/12/2024 1
Arnold Motor Supply	Airport	Hydraulic Filter Airport #311	24.88	167056	12/12/2024 1
<b>Total for Arnold Motor Supply</b>			<b>148.96</b>		
<b><u>Atlantic Coca-Cola Bottling Company</u></b>					
Atlantic Coca-Cola Bottling Company	Liquor - Mdse for Resale	Pop/Mix	129.55	167012	12/09/2024 1
Atlantic Coca-Cola Bottling Company	Liquor - Mdse for Resale	Pop/Mix	137.98	167012	12/09/2024 1
Atlantic Coca-Cola Bottling Company	Liquor - Mdse for Resale	Pop/Mix	60.25	167012	12/09/2024 1
Atlantic Coca-Cola Bottling Company	Liquor - Mdse for Resale	Pop/Mix	162.08	167012	12/09/2024 1
<b>Total for Atlantic Coca-Cola Bottling Company</b>			<b>489.86</b>		
<b><u>Barber</u></b>					
Barber	Non-departmental	Refund Check 017864-000, 1323 Johnson St #A	0.45	167253	12/31/2024 1
Barber	Non-departmental	Refund Check 017864-000, 1323 Johnson St #A	0.68	167253	12/31/2024 1
Barber	Non-departmental	Refund Check 017864-000, 1323 Johnson St #A	0.06	167253	12/31/2024 1
Barber	Non-departmental	Refund Check 017864-000, 1323 Johnson St #A	0.67	167253	12/31/2024 1
<b>Total for Barber</b>			<b>1.86</b>		
<b><u>Barker</u></b>					
Barker	Non-departmental	Refund Check 008212-000, 1202 N Orient St	0.51	167254	12/31/2024 1
Barker	Non-departmental	Refund Check 008212-000, 1202 N Orient St	2.03	167254	12/31/2024 1
<b>Total for Barker</b>			<b>2.54</b>		
<b><u>Barron</u></b>					
Barron	Non-departmental	Refund Check 012585-002, 700 E 6th St	0.36	166945	11/27/2024 1
Barron	Non-departmental	Refund Check 012585-002, 700 E 6th St	0.14	166945	11/27/2024 1
Barron	Non-departmental	Refund Check 012585-002, 700 E 6th St	0.09	166945	11/27/2024 1

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Barron	Non-departmental	Refund Check 012585-002, 700 E 6th St	0.14	166945	11/27/2024 1
Barron	Non-departmental	Refund Check 012585-002, 700 E 6th St	0.01	166945	11/27/2024 1
<b>Total for Barron</b>			<b>0.74</b>		
<b><u>Bauer Built Tire</u></b>					
Bauer Built Tire	Central Garage	4 Tires #131	958.00	167057	12/12/2024 1
Bauer Built Tire	Ice & Snow Removal	Tires #132	1,147.50	166914	11/27/2024 1
Bauer Built Tire	Director of Finance	4 Tires Chevy Traverse	615.00	167152	12/20/2024 1
Bauer Built Tire	Airport	4 Tires #318 Airport	930.00	167057	12/12/2024 1
<b>Total for Bauer Built Tire</b>			<b>3,650.50</b>		
<b><u>Beckendorf</u></b>					
Beckendorf	Non-departmental	Refund Check 007089-001, 1315 Johnson St #F	0.38	167255	12/31/2024 1
Beckendorf	Non-departmental	Refund Check 007089-001, 1315 Johnson St #F	0.03	167255	12/31/2024 1
Beckendorf	Non-departmental	Refund Check 007089-001, 1315 Johnson St #F	0.25	167255	12/31/2024 1
Beckendorf	Non-departmental	Refund Check 007089-001, 1315 Johnson St #F	0.38	167255	12/31/2024 1
<b>Total for Beckendorf</b>			<b>1.04</b>		
<b><u>Beemer Companies</u></b>					
Beemer Companies	Airport	Fmt Airport Lift Station & Force Main	88,500.00	167153	12/20/2024 1
Beemer Companies	Airport	Fmt Airport Sewer Force Main-Change Order #1	15,000.00	167153	12/20/2024 1
Beemer Companies	Parks	1 1/2 Pipe Park Dept #819	4.37	167153	12/20/2024 1
<b>Total for Beemer Companies</b>			<b>103,504.37</b>		
<b><u>Beletti, Mike</u></b>					
Beletti, Mike	Crime Control & Investigation	Reimbursement For Safety Eyewear	300.00	0	12/20/2024 1
<b>Total for Beletti, Mike</b>			<b>300.00</b>		
<b><u>Bellboy Corporation</u></b>					
Bellboy Corporation	Liquor Store	Supplies Liquor Store	25.00	167013	12/09/2024 1
Bellboy Corporation	Liquor - Mdse for Resale	Wine	120.00	167013	12/09/2024 1
Bellboy Corporation	Liquor - Mdse for Resale	Pop/Mix	59.00	167013	12/09/2024 1
Bellboy Corporation	Liquor - Mdse for Resale	Liquor	3,631.54	167013	12/09/2024 1
Bellboy Corporation	Liquor - Mdse for Resale	Freight	76.34	167013	12/09/2024 1
Bellboy Corporation	Liquor - Mdse for Resale	Misc Merchandise for Resale Liquor Store	297.03	167013	12/09/2024 1
Bellboy Corporation	Liquor - Mdse for Resale	Freight	9.50	167013	12/09/2024 1
<b>Total for Bellboy Corporation</b>			<b>4,218.41</b>		
<b><u>Benschoter</u></b>					
Benschoter	Parks	Reimbursement for Safety Toe Boots	225.00	167154	12/20/2024 1
<b>Total for Benschoter</b>			<b>225.00</b>		
<b><u>Berhow</u></b>					
Berhow	Paved Streets	Reimbursement for Safety Boots	225.00	166965	12/06/2024 1
<b>Total for Berhow</b>			<b>225.00</b>		
<b><u>Bevcomm Inc</u></b>					
Bevcomm Inc	Paved Streets	Public Works LC-LC Duplex 1M	20.35	167058	12/12/2024 1
Bevcomm Inc	Data Processing	Rocketfailover Fusion 1GB	39.95	167058	12/12/2024 1
Bevcomm Inc	Data Processing	Computer Related Support Services Contract	6,686.00	167058	12/12/2024 1
Bevcomm Inc	Data Processing	EDP, Software & Design	2,876.07	167058	12/12/2024 1

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Bevcomm Inc	Liquor Store	Liquor Store Recycling 1 Pc, 1Mon, Misc (10/24)	60.00	167058	12/12/2024 1
Bevcomm Inc	Liquor Store	Liquor Store LC-LC Duplex 3M	21.55	167058	12/12/2024 1
Bevcomm Inc	Airport	Airport Hardware Recycling 2 Pcs (10/24)	30.00	167058	12/12/2024 1
		<b>Total for Bevcomm Inc</b>	<b>9,733.92</b>		
<b>Big Springs</b>					
Big Springs	Fiscal Sponsor	22 LEO Shooters for 2024 Training HEAT Team	440.00	167209	12/23/2024 1
		<b>Total for Big Springs</b>	<b>440.00</b>		
<b>Boekett Building Supply</b>					
Boekett Building Supply	Paved Streets	Old Shop Repairs (Insulation)	27.24	166915	11/27/2024 1
Boekett Building Supply	General Government Buildings	Equipment for City Hall Security Ugrades	14.20	166915	11/27/2024 1
Boekett Building Supply	General Government Buildings	Equipment for City Hall Security Ugrades	128.55	166915	11/27/2024 1
Boekett Building Supply	Parks	T-20, Masonry Bit & Box Screws	41.09	167059	12/12/2024 1
Boekett Building Supply	Parks	Masonry Bits, Tape Measure, Box Screws Park Dept	36.74	166915	11/27/2024 1
Boekett Building Supply	Parks	Socket Adapter Sets	23.98	167155	12/20/2024 1
Boekett Building Supply	Parks	Old Shop Repairs (Insulation)	27.25	166915	11/27/2024 1
Boekett Building Supply	Parks	Sandpaper, Saw Blades, Claw Hammer, Tape Measure, 2x10, 2x8, 2x6	161.75	167155	12/20/2024 1
Boekett Building Supply	Parks	2x6's 8ft long, Contractors Solvent Park Dept	91.27	167155	12/20/2024 1
Boekett Building Supply	Parks	Misc Repair Supplies	38.32	167059	12/12/2024 1
Boekett Building Supply	Parks	Brown Sign Paint	57.99	167210	12/23/2024 1
		<b>Total for Boekett Building Supply</b>	<b>648.38</b>		
<b>Bolton &amp; Menk, Inc.</b>					
Bolton & Menk, Inc.	Parks	Remove Existing Gabions/Replace W Sheet Pile Gomsrud Channel Wal	857.50	166966	12/06/2024 1
Bolton & Menk, Inc.	Engineering	Armstrong Dr Construction Services 08/03 to 10/25/2024	563.50	166966	12/06/2024 1
Bolton & Menk, Inc.	Engineering	2024 General Engineering Services 09/28 to 10/25/2024	240.00	166966	12/06/2024 1
Bolton & Menk, Inc.	Paved Streets	Reconstruction of Lake Ave from CR39 to Fairlakes Ave LRIP	11,875.00	166966	12/06/2024 1
Bolton & Menk, Inc.	Paved Streets	Park Street Reconstruction	46,185.50	166966	12/06/2024 1
Bolton & Menk, Inc.	Paved Streets	2025 BE Ave Improvements Topo Surveying & Mapping	2,237.50	166966	12/06/2024 1
		<b>Total for Bolton &amp; Menk, Inc.</b>	<b>61,959.00</b>		
<b>Bomgaars Supply</b>					
Bomgaars Supply	Paved Streets	Battery, Blade Set, Sawzall	231.98	166916	11/27/2024 1
Bomgaars Supply	Paved Streets	Wrench Kit, Impact	479.99	166916	11/27/2024 1
Bomgaars Supply	Fire Fighting	Tarps, No Flat, Knives Fire Dept	109.91	167211	12/23/2024 1
Bomgaars Supply	Fire Fighting	Poly Tarps Fire Dept	110.94	166916	11/27/2024 1
Bomgaars Supply	Fire Fighting	Tarps Fire Dept	61.96	166916	11/27/2024 1
Bomgaars Supply	Parks	Fasteners East Side Playground	41.96	166916	11/27/2024 1
Bomgaars Supply	Parks	Cleaning Supplies Park Dept	21.94	167211	12/23/2024 1
Bomgaars Supply	Parks	Shop Vac Park Dept	69.99	167211	12/23/2024 1
Bomgaars Supply	Parks	Fasteners Park Dept	24.90	167211	12/23/2024 1
Bomgaars Supply	Parks	Duracell Batteries	5.49	166916	11/27/2024 1
Bomgaars Supply	Parks	Sanders Park Dept	149.98	167211	12/23/2024 1
Bomgaars Supply	Parks	Cylinder Pins Park Dept #819	21.48	167211	12/23/2024 1
Bomgaars Supply	Parks	Railroad Ties, Fasteners Cedar Park Bridge	730.43	167211	12/23/2024 1
Bomgaars Supply	Parks	Sanding Disks, Groovelock Pliers, Hammer-BallPeen	126.16	167211	12/23/2024 1

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Bomgaars Supply	Parks	Metal Screws, Drive & Bolt, Barrel	27.97	166916	11/27/2024 1
Bomgaars Supply	Parks	Antifreeze, Pipe Plug, Anti-Seize Lube	48.89	166916	11/27/2024 1
Bomgaars Supply	Parks	Fasteners Park Dept	37.35	167211	12/23/2024 1
Bomgaars Supply	Parks	Roll 1/4" Rope Tree Grant	120.00	166916	11/27/2024 1
Bomgaars Supply	Airport	Padlock Airport	17.99	167211	12/23/2024 1
Bomgaars Supply	Airport	Battery, Wiper Blades, Super Clean Airport Vehicle Repairs	107.93	167211	12/23/2024 1
		<b>Total for Bomgaars Supply</b>	<b>2,547.24</b>		
<b><u>Breakthru Beverage MN Wine &amp; Spirits</u></b>					
Breakthru Beverage MN Wine & Spirits, LLC	Liquor - Mdse for Resale	Liquor	6,008.51	167212	12/23/2024 1
Breakthru Beverage MN Wine & Spirits, LLC	Liquor - Mdse for Resale	Freight	25.90	167212	12/23/2024 1
Breakthru Beverage MN Wine & Spirits, LLC	Liquor - Mdse for Resale	Freight	59.20	167212	12/23/2024 1
Breakthru Beverage MN Wine & Spirits, LLC	Liquor - Mdse for Resale	Freight	68.91	167014	12/09/2024 1
Breakthru Beverage MN Wine & Spirits, LLC	Liquor - Mdse for Resale	Pop/Mix	-37.96	167014	12/09/2024 1
Breakthru Beverage MN Wine & Spirits, LLC	Liquor - Mdse for Resale	Freight	81.40	167212	12/23/2024 1
Breakthru Beverage MN Wine & Spirits, LLC	Liquor - Mdse for Resale	Freight	11.10	167212	12/23/2024 1
Breakthru Beverage MN Wine & Spirits, LLC	Liquor - Mdse for Resale	Pop/Mix	124.20	167212	12/23/2024 1
Breakthru Beverage MN Wine & Spirits, LLC	Liquor - Mdse for Resale	Freight	120.25	167014	12/09/2024 1
Breakthru Beverage MN Wine & Spirits, LLC	Liquor - Mdse for Resale	Freight	5.55	167014	12/09/2024 1
Breakthru Beverage MN Wine & Spirits, LLC	Liquor - Mdse for Resale	Freight	24.05	167014	12/09/2024 1
Breakthru Beverage MN Wine & Spirits, LLC	Liquor - Mdse for Resale	Wine	1,304.00	167212	12/23/2024 1
Breakthru Beverage MN Wine & Spirits, LLC	Liquor - Mdse for Resale	Freight	14.80	167212	12/23/2024 1
Breakthru Beverage MN Wine & Spirits, LLC	Liquor - Mdse for Resale	Pop/Mix	231.93	167014	12/09/2024 1
Breakthru Beverage MN Wine & Spirits, LLC	Liquor - Mdse for Resale	Freight	14.80	167014	12/09/2024 1
Breakthru Beverage MN Wine & Spirits, LLC	Liquor - Mdse for Resale	Wine	1,000.00	167014	12/09/2024 1
Breakthru Beverage MN Wine & Spirits, LLC	Liquor - Mdse for Resale	Wine	1,152.00	167014	12/09/2024 1
Breakthru Beverage MN Wine & Spirits, LLC	Liquor - Mdse for Resale	Freight	-1.85	167014	12/09/2024 1
Breakthru Beverage MN Wine & Spirits, LLC	Liquor - Mdse for Resale	Wine	1,040.00	167212	12/23/2024 1
Breakthru Beverage MN Wine & Spirits, LLC	Liquor - Mdse for Resale	Misc Merchandise For Resale Liquor Store	91.00	167212	12/23/2024 1
Breakthru Beverage MN Wine & Spirits, LLC	Liquor - Mdse for Resale	Wine	340.00	167014	12/09/2024 1
Breakthru Beverage MN Wine & Spirits, LLC	Liquor - Mdse for Resale	Beer	555.00	167014	12/09/2024 1
Breakthru Beverage MN Wine & Spirits, LLC	Liquor - Mdse for Resale	Liquor	4,283.39	167212	12/23/2024 1
Breakthru Beverage MN Wine & Spirits, LLC	Liquor - Mdse for Resale	Freight	16.65	167014	12/09/2024 1
Breakthru Beverage MN Wine & Spirits, LLC	Liquor - Mdse for Resale	Liquor	3,576.77	167014	12/09/2024 1
Breakthru Beverage MN Wine & Spirits, LLC	Liquor - Mdse for Resale	Liquor	5,477.24	167014	12/09/2024 1
		<b>Total for Breakthru Beverage MN Wine &amp; Spirits</b>	<b>25,586.84</b>		
<b><u>Brown</u></b>					
Brown	Crime Control & Investigation	Reimbursement for Safety Glasses	295.64	166967	12/06/2024 1
		<b>Total for Brown</b>	<b>295.64</b>		
<b><u>C &amp; B Operations, LLC</u></b>					
C & B Operations, LLC	Parks	Solenoid & O-Ring Park #533	128.43	167060	12/12/2024 1
		<b>Total for C &amp; B Operations, LLC</b>	<b>128.43</b>		
<b><u>Capital One Trade Credit</u></b>					
Capital One Trade Credit	Road & Bridge Equipment	3/8 - 1/2 in Load Binder	152.00	166968	12/06/2024 1



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<b>Total for Capital One Trade Credit</b>			<b>152.00</b>		
<b>Carlson, Roger</b>					
Carlson, Roger	Fire Fighting	Clock for Mtg Room, Retired & Honorary Emblem Fire Dept	34.20	0	12/06/2024 1
<b>Total for Carlson, Roger</b>			<b>34.20</b>		
<b>Carquest Auto Parts Stores</b>					
Carquest Auto Parts Stores	Road & Bridge Equipment	Headlight Bulb #115	4.59	167156	12/20/2024 1
Carquest Auto Parts Stores	Road & Bridge Equipment	Hyd Hose & Fittings #125	128.94	166917	11/27/2024 1
Carquest Auto Parts Stores	Road & Bridge Equipment	Hyd Hose Made #128	48.31	166917	11/27/2024 1
Carquest Auto Parts Stores	Ice & Snow Removal	Quick Disconnect & O-Rings Ice & Snow	21.10	167061	12/12/2024 1
Carquest Auto Parts Stores	Ice & Snow Removal	Primary Wire Street #102 Tub	31.20	166969	12/06/2024 1
Carquest Auto Parts Stores	Ice & Snow Removal	1 Gallon MAE Green OMNI	187.23	167156	12/20/2024 1
Carquest Auto Parts Stores	Ice & Snow Removal	Plow Hose Made #132	17.62	167061	12/12/2024 1
Carquest Auto Parts Stores	Ice & Snow Removal	Trailer Plug Street #102 Snow Tub	11.99	166969	12/06/2024 1
Carquest Auto Parts Stores	Crime Control & Investigation	TPMS Sensor Police #2	40.94	167061	12/12/2024 1
Carquest Auto Parts Stores	Crime Control & Investigation	H8-AGM Battery Police #3	190.83	167156	12/20/2024 1
Carquest Auto Parts Stores	Central Garage	Silicone Sealer	39.48	166917	11/27/2024 1
Carquest Auto Parts Stores	Parks	Rain X Booster, Detailer/Interior Park Dept	22.66	166969	12/06/2024 1
Carquest Auto Parts Stores	Parks	Scuff Pads Park Dept	23.20	167061	12/12/2024 1
Carquest Auto Parts Stores	Parks	Aug 2024 Dbl Payment	-67.32	166969	12/06/2024 1
Carquest Auto Parts Stores	Parks	Hydraulic Hose for New Cart Tipper on Garbage Truck	439.07	167156	12/20/2024 1
Carquest Auto Parts Stores	Parks	Rubber Gloves Park Dept	43.58	167061	12/12/2024 1
<b>Total for Carquest Auto Parts Stores</b>			<b>1,183.42</b>		
<b>Chevres</b>					
Chevres	Non-departmental	Refund Check 018959-000, 405 Victoria St	0.42	167256	12/31/2024 1
Chevres	Non-departmental	Refund Check 018959-000, 405 Victoria St	0.01	167256	12/31/2024 1
Chevres	Non-departmental	Refund Check 018959-000, 405 Victoria St	0.16	167256	12/31/2024 1
Chevres	Non-departmental	Refund Check 018959-000, 405 Victoria St	0.16	167256	12/31/2024 1
Chevres	Non-departmental	Refund Check 018959-000, 405 Victoria St	0.11	167256	12/31/2024 1
<b>Total for Chevres</b>			<b>0.86</b>		
<b>Cintas Corporation</b>					
Cintas Corporation	Paved Streets	First Aid Supplies Street Dept	20.93	167157	12/20/2024 1
Cintas Corporation	Paved Streets	First Aid Supplies Street Dept	74.55	166918	11/27/2024 1
Cintas Corporation	Paved Streets	First Aid Supplies Public Works Lobby Area	11.47	166918	11/27/2024 1
Cintas Corporation	Parks	First Aid Supplies Public Works Lobby Area	11.48	166918	11/27/2024 1
Cintas Corporation	Parks	First Aid Supplies Park Dept	61.31	166918	11/27/2024 1
Cintas Corporation	Parks	First Aid Supplies Park Dept	118.34	167157	12/20/2024 1
<b>Total for Cintas Corporation</b>			<b>298.08</b>		
<b>City of Lakes Media</b>					
City of Lakes Media	Liquor Store	Rocktober Halloween Ads 10/7 to 10/31/2024 Liquor Store	600.00	167015	12/09/2024 1
<b>Total for City of Lakes Media</b>			<b>600.00</b>		
<b>Computer Technology Solutions, Inc.</b>					
Computer Technology Solutions, Inc.	Crime Control & Investigation	(6) HP 24" LCD Monitors Police Dept	1,176.00	167062	12/12/2024 1
Computer Technology Solutions, Inc.	Crime Control & Investigation	(9) Desktop Computers, Speakers, External DVD Writers Police Dep	9,609.00	167062	12/12/2024 1

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<b>Total for Computer Technology Solutions, Inc.</b>			<b>10,785.00</b>		
<b>Cornerstone Clinic</b>					
Cornerstone Clinic	Crime Control & Investigation	Klay Brown Pre-Employment Physical	328.00	166919	11/27/2024 1
Cornerstone Clinic	Paved Streets	Drug & Alcohol Testing Street Dept	39.00	167213	12/23/2024 1
Cornerstone Clinic	Parks	Drug & Alcohol Screening Park Dept	39.00	166919	11/27/2024 1
<b>Total for Cornerstone Clinic</b>			<b>406.00</b>		
<b>Cress Refrigeration</b>					
Cress Refrigeration	Fire Fighting	PM Water Heaters/HVAC Fire Dept	1,721.03	167063	12/12/2024 1
Cress Refrigeration	Fire Fighting	Boiler Expansion Tank Fire Dept	1,370.10	167063	12/12/2024 1
<b>Total for Cress Refrigeration</b>			<b>3,091.13</b>		
<b>Crysteel Truck Equipment Inc</b>					
Crysteel Truck Equipment Inc	Central Garage	15" LED Mini Bar	1,850.71	166920	11/27/2024 1
Crysteel Truck Equipment Inc	Central Garage	Timbren	260.00	166920	11/27/2024 1
<b>Total for Crysteel Truck Equipment Inc</b>			<b>2,110.71</b>		
<b>Culligan Water of Fairmont</b>					
Culligan Water of Fairmont	Ice & Snow Removal	Salt for Brine Machine	978.00	167064	12/12/2024 1
<b>Total for Culligan Water of Fairmont</b>			<b>978.00</b>		
<b>D &amp; S Trophies</b>					
D & S Trophies	Engineering	Logo On Back Of Jacket Provided Paris	10.00	166970	12/06/2024 1
<b>Total for D &amp; S Trophies</b>			<b>10.00</b>		
<b>Dahlheimer Beverage</b>					
Dahlheimer Beverage	Liquor - Mdse for Resale	Beer	28.00	167016	12/09/2024 1
Dahlheimer Beverage	Liquor - Mdse for Resale	Liquor	1,276.40	167016	12/09/2024 1
Dahlheimer Beverage	Liquor - Mdse for Resale	Pop/Mix	6.25	167016	12/09/2024 1
Dahlheimer Beverage	Liquor - Mdse for Resale	Pop/Mix	6.25	167214	12/23/2024 1
Dahlheimer Beverage	Liquor - Mdse for Resale	Beer	-30.00	167016	12/09/2024 1
Dahlheimer Beverage	Liquor - Mdse for Resale	Beer	293.60	167016	12/09/2024 1
Dahlheimer Beverage	Liquor - Mdse for Resale	Beer	17,255.38	167016	12/09/2024 1
Dahlheimer Beverage	Liquor - Mdse for Resale	Beer	-146.90	167016	12/09/2024 1
Dahlheimer Beverage	Liquor - Mdse for Resale	Beer	10,367.30	167016	12/09/2024 1
Dahlheimer Beverage	Liquor - Mdse for Resale	Beer	-28.20	167016	12/09/2024 1
Dahlheimer Beverage	Liquor - Mdse for Resale	Beer	30,702.25	167214	12/23/2024 1
Dahlheimer Beverage	Liquor - Mdse for Resale	Pop/Mix	204.00	167016	12/09/2024 1
Dahlheimer Beverage	Liquor - Mdse for Resale	Beer	-230.00	167016	12/09/2024 1
Dahlheimer Beverage	Liquor - Mdse for Resale	Liquor	1,714.23	167214	12/23/2024 1
<b>Total for Dahlheimer Beverage</b>			<b>61,418.56</b>		
<b>Data Practices Office</b>					
Data Practices Office	Recording & Reporting	Data Practices 201 Steuber	80.00	166971	12/06/2024 1
Data Practices Office	Recording & Reporting	Adv Data Practices: Personnel Training	80.00	166921	11/27/2024 1
<b>Total for Data Practices Office</b>			<b>160.00</b>		
<b>Duderstadt, Jr.</b>					
Duderstadt, Jr.	Local Access	Council Meetings 11/18 & 11/25/2024	150.00	166972	12/06/2024 1
Duderstadt, Jr.	Local Access	Council Meeting 12/09/2024	125.00	167158	12/20/2024 1

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<b>Total for Duderstadt, Jr.</b>			<b>275.00</b>		
<b>EDAM</b>					
EDAM	Economic Development	2025 EDAM Membership Dues	330.00	166922	11/27/2024 1
<b>Total for EDAM</b>			<b>330.00</b>		
<b>Elan Financial Services</b>					
Elan Financial Services	Data Processing	Adobe Acrobat Pro DC Annual Payment, Annual Adobe Photoshop	1,974.38	166973	12/06/2024 1
Elan Financial Services	Crime Control & Investigation	Squad #3 Unmarked Registration	16.60	166973	12/06/2024 1
Elan Financial Services	Crime Control & Investigation	Postage to MN BCA Evidence FMP24-5232	14.45	166973	12/06/2024 1
Elan Financial Services	Crime Control & Investigation	Postage to Mail Evidence to MN BCA FMP24-7794	11.26	166973	12/06/2024 1
Elan Financial Services	Crime Control & Investigation	Work iPhone Charger Blocks	14.99	166973	12/06/2024 1
Elan Financial Services	Crime Control & Investigation	Squad Cleaning & Maintenance Supplies	55.67	166973	12/06/2024 1
Elan Financial Services	Crime Control & Investigation	Sharps Container for Evidence	23.95	166973	12/06/2024 1
Elan Financial Services	Crime Control & Investigation	New RDS Holster for Officer Cromwell	182.32	166973	12/06/2024 1
Elan Financial Services	Crime Control & Investigation	Magnetic Phone Holder Police Dept	-13.28	166973	12/06/2024 1
Elan Financial Services	Crime Control & Investigation	Postage to Mail Evidence to MN BCA FMP24-7744	14.45	166973	12/06/2024 1
Elan Financial Services	Crime Control & Investigation	Taser Instructor Course Officer Cromwell	495.00	166973	12/06/2024 1
Elan Financial Services	Crime Control & Investigation	Postage to MN BCA FMP24-7504	18.85	166973	12/06/2024 1
Elan Financial Services	Crime Control & Investigation	Name Plate Officer Brown	10.00	166973	12/06/2024 1
Elan Financial Services	Crime Control & Investigation	MN Chiefs of Police Assoc Gun Permits	77.00	166973	12/06/2024 1
Elan Financial Services	Crime Control & Investigation	Postage to Mail Radar for Repair	9.90	166973	12/06/2024 1
Elan Financial Services	Crime Control & Investigation	iPhone Charger Blocks	6.71	166973	12/06/2024 1
Elan Financial Services	Crime Control & Investigation	Postage to MN BCA Evidence FMP24-7242	20.35	166973	12/06/2024 1
Elan Financial Services	Garbage Collection	Mask Dust Respirator Leak Pickup	61.18	166973	12/06/2024 1
Elan Financial Services	Paved Streets	2024 MN Tree Inspector Re-Cert	25.00	166973	12/06/2024 1
Elan Financial Services	Paved Streets	Gray Silicone Sealant	310.39	166973	12/06/2024 1
Elan Financial Services	Director of Finance	2025 Membership Renewal Fee GFOA	190.00	166973	12/06/2024 1
Elan Financial Services	Engineering	Rehoboth Beach, DE Mid-Atlantic LTAP Roadway Mgmt M York	115.51	166973	12/06/2024 1
Elan Financial Services	Engineering	Rehoboth Beach, DE Mid-Atlantic LTAP Roadway Mgmt M York	213.90	166973	12/06/2024 1
Elan Financial Services	Engineering	Rehoboth Beach, DE Mid-Atlantic LTAP Roadway Mgmt M York	92.00	166973	12/06/2024 1
Elan Financial Services	Engineering	Rehoboth Beach, DE Mid-Atlantic LTAP Roadway Mgmt M York	14.61	166973	12/06/2024 1
Elan Financial Services	Engineering	Rehoboth Beach, DE Mid-Atlantic LTAP Roadway Mgmt M York	320.76	166973	12/06/2024 1
Elan Financial Services	Engineering	Rehoboth Beach, DE Mid-Atlantic LTAP Roadway Mgmt M York	17.61	166973	12/06/2024 1
Elan Financial Services	Engineering	Rehoboth Beach, DE Mid-Atlantic LTAP Roadway Mgmt M York	-102.56	166973	12/06/2024 1
Elan Financial Services	Liquor Store	AGED Buy's Card Liquor Store	20.43	166973	12/06/2024 1
Elan Financial Services	Parks	2024 MN Tree Inspector Re-Cert	25.00	166973	12/06/2024 1
Elan Financial Services	Parks	Gray Silicone Sealant	310.39	166973	12/06/2024 1
Elan Financial Services	Parks	Wader Suspenders	28.60	166973	12/06/2024 1
Elan Financial Services	Elections	Supplies Election	24.19	166973	12/06/2024 1
Elan Financial Services	Elections	Supplies Election	99.93	166973	12/06/2024 1
Elan Financial Services	Elections	Supplies Election	12.83	166973	12/06/2024 1
<b>Total for Elan Financial Services</b>			<b>4,712.37</b>		
<b>Equifax Information Services, LLC</b>					
Equifax Information Services, LLC	General Government Buildings	Minimum Charge & Monthly Service Fee, Quarterly Subscription Fee	57.50	166974	12/06/2024 1

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<b>Total for Equifax Information Services, LLC</b>			<b>57.50</b>		
<b><u>Fairmont Awards Manufacturing, Inc.</u></b>					
Fairmont Awards Manufacturing, Inc.	Mayor & Council	Name Plates New Council Member & City Admin	25.45	166975	12/06/2024 1
<b>Total for Fairmont Awards Manufacturing, Inc.</b>			<b>25.45</b>		
<b><u>Fairmont Body Shop Inc.</u></b>					
Fairmont Body Shop Inc.	Crime Control & Investigation	Squad #5 Body Work-Deer	3,782.75	167065	12/12/2024 1
Fairmont Body Shop Inc.	Crime Control & Investigation	Squad #5 Mechanical Work-Deer	902.50	167065	12/12/2024 1
Fairmont Body Shop Inc.	Crime Control & Investigation	Body Repairs Squad #4	47.50	166976	12/06/2024 1
<b>Total for Fairmont Body Shop Inc.</b>			<b>4,732.75</b>		
<b><u>Fairmont Evangelical Covenant Church</u></b>					
Fairmont Evangelical Covenant Church	Special Assessments	Special Assessment #6724001-0-0011 Reimbursement	16,116.30	167193	12/20/2024 1
<b>Total for Fairmont Evangelical Covenant Church</b>			<b>16,116.30</b>		
<b><u>Fairmont Sentinel</u></b>					
Fairmont Sentinel	Planning & Zoning	Canabis Zoning, Board of Zoning Appeals-Burtis	165.00	167066	12/12/2024 1
Fairmont Sentinel	Other General Gov't	City Council/FEDA	140.25	167066	12/12/2024 1
Fairmont Sentinel	Other General Gov't	Canabis Ordinance	825.00	167066	12/12/2024 1
Fairmont Sentinel	Paved Streets	Downtown Beautification	111.38	167066	12/12/2024 1
Fairmont Sentinel	Engineering	City Engineer	111.38	167066	12/12/2024 1
Fairmont Sentinel	Liquor Store	I Shop Fairmont Ads Liquor Store	178.00	167066	12/12/2024 1
<b>Total for Fairmont Sentinel</b>			<b>1,531.01</b>		
<b><u>Fairmont Youth Hockey Association</u></b>					
Fairmont Youth Hockey Association	Parks	Nov 2024 Operation of Martin Co Arena	5,000.00	167159	12/20/2024 1
<b>Total for Fairmont Youth Hockey Association</b>			<b>5,000.00</b>		
<b><u>Federated Rural Electric Association</u></b>					
Federated Rural Electric Association	Airport	Electric Utilities 10/31 to 11/30/2024 Airport	62.70	167067	12/12/2024 1
<b>Total for Federated Rural Electric Association</b>			<b>62.70</b>		
<b><u>Ferdy Velasquez</u></b>					
Ferdy Velasquez	Non-departmental	Refund Check 018896-000, 831 Edison Drive	1.93	166946	11/27/2024 1
Ferdy Velasquez	Non-departmental	Refund Check 018896-000, 831 Edison Drive	0.19	166946	11/27/2024 1
Ferdy Velasquez	Non-departmental	Refund Check 018896-000, 831 Edison Drive	1.29	166946	11/27/2024 1
Ferdy Velasquez	Non-departmental	Refund Check 018896-000, 831 Edison Drive	1.93	166946	11/27/2024 1
<b>Total for Ferdy Velasquez</b>			<b>5.34</b>		
<b><u>Fire Safety USA, Inc.</u></b>					
Fire Safety USA, Inc.	Fire Fighting	Leader Line Wye Valve	607.45	167068	12/12/2024 1
<b>Total for Fire Safety USA, Inc.</b>			<b>607.45</b>		
<b><u>Flaherty &amp; Hood P.A.</u></b>					
Flaherty & Hood P.A.	Other General Gov't	Nov 2024 General Municipal Matters & Real Estate Matters	19,085.00	167160	12/20/2024 1
<b>Total for Flaherty &amp; Hood P.A.</b>			<b>19,085.00</b>		
<b><u>Fleet &amp; Farm Supply</u></b>					
Fleet & Farm Supply	Fire Fighting	Equipment Repairs Fire Dept	91.52	166977	12/06/2024 1
Fleet & Farm Supply	Fire Fighting	CMFilter Bag 15-22G SV, CM Filter Red Push On Fire Dept	49.98	166977	12/06/2024 1
Fleet & Farm Supply	Ice & Snow Removal	Equipment Repairs #128	4.76	166977	12/06/2024 1
Fleet & Farm Supply	Paved Streets	White Paint Sign Repairs	17.98	166977	12/06/2024 1

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Fleet & Farm Supply	Paved Streets	Dewalt Sander & Sand Paper Sign Repair	67.98	166977	12/06/2024 1
Fleet & Farm Supply	Paved Streets	Knobs	10.26	166977	12/06/2024 1
Fleet & Farm Supply	Liquor Store	Cleaning Supplies Liquor Store	52.95	166977	12/06/2024 1
Fleet & Farm Supply	General Government Buildings	Trim Bits City Hall Bldg Security Upgrades	75.98	166977	12/06/2024 1
Fleet & Farm Supply	General Government Buildings	City Hall Security Upgrades	151.37	166977	12/06/2024 1
Fleet & Farm Supply	General Government Buildings	City Hall Bldg Repairs	2.68	166977	12/06/2024 1
Fleet & Farm Supply	Parks	Shop Supplies	24.98	166977	12/06/2024 1
Fleet & Farm Supply	Parks	Plumbing Hose	8.00	166977	12/06/2024 1
Fleet & Farm Supply	Parks	Blades for Milw Saw	42.98	166977	12/06/2024 1
Fleet & Farm Supply	Parks	Maint Supplies Park Dept	25.98	166977	12/06/2024 1
Fleet & Farm Supply	Airport	Soap Airport	17.99	166977	12/06/2024 1
Fleet & Farm Supply	Airport	Supplies Airport	31.55	166977	12/06/2024 1
		<b>Total for Fleet &amp; Farm Supply</b>	<b>676.94</b>		
<b><u>Foty Lock LLC</u></b>					
Foty Lock LLC	Parks	Service Call & Keys At Wards Park	157.41	167161	12/20/2024 1
Foty Lock LLC	SMEC Building	Room #203 SMEC Remove Broken Lever Lock & Latch & Replace	552.99	167069	12/12/2024 1
		<b>Total for Foty Lock LLC</b>	<b>710.40</b>		
<b><u>Frontier Communications</u></b>					
Frontier Communications	Airport	Dec 2024 Card Reader Airport	55.33	167070	12/12/2024 1
		<b>Total for Frontier Communications</b>	<b>55.33</b>		
<b><u>FullStack</u></b>					
FullStack	Crime Control & Investigation	Quarterly hosting of <a href="http://fairmontpolice.org">http://fairmontpolice.org</a> Dec 2024-Feb 2025	87.00	166978	12/06/2024 1
		<b>Total for FullStack</b>	<b>87.00</b>		
<b><u>Gemini Studios</u></b>					
Gemini Studios	Local Access	Nov 2024 Special Meetings 11/7, 11/8 & 11/14/2024	735.00	166923	11/27/2024 1
Gemini Studios	Local Access	Dec 2024 Operation Of Audio & Video Broadcast Equipment	450.00	166979	12/06/2024 1
Gemini Studios	Local Access	Dec 2024 Local Access Channel & Boxcast Membership	600.00	166979	12/06/2024 1
Gemini Studios	General Government Buildings	PA Replace 4 Speakers & Cable Upgrades to Council Chambers	6,895.00	166979	12/06/2024 1
		<b>Total for Gemini Studios</b>	<b>8,680.00</b>		
<b><u>Gillette Pepsi Companies Inc.</u></b>					
Gillette Pepsi Companies Inc.	Liquor - Mdse for Resale	Pop/Mix	402.25	167017	12/09/2024 1
Gillette Pepsi Companies Inc.	Liquor - Mdse for Resale	Pop/Mix	402.50	167017	12/09/2024 1
		<b>Total for Gillette Pepsi Companies Inc.</b>	<b>804.75</b>		
<b><u>GMS Industrial Supplies, Inc.</u></b>					
GMS Industrial Supplies, Inc.	Central Garage	Shop Supplies City Shop	206.89	166924	11/27/2024 1
GMS Industrial Supplies, Inc.	Central Garage	Equipment Parts	206.89	166980	12/06/2024 1
		<b>Total for GMS Industrial Supplies, Inc.</b>	<b>413.78</b>		
<b><u>GMS, Inc.</u></b>					
GMS, Inc.	Urban Redevelopment & Housing	Monthyl License & Warranty Nov 2024	80.00	167071	12/12/2024 1
		<b>Total for GMS, Inc.</b>	<b>80.00</b>		
<b><u>Goerndt</u></b>					
Goerndt	Paved Streets	Reimbursement for Safety Toe Boots	184.00	167162	12/20/2024 1
		<b>Total for Goerndt</b>	<b>184.00</b>		

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<b><u>Goodpoint Technology, Inc.</u></b> Goodpoint Technology, Inc.	Engineering	2025 ICON Pavement MgmtSoftware Agreement/Standard PMS Suppor	1,995.00	167072	12/12/2024 1
		<b>Total for Goodpoint Technology, Inc.</b>	<b>1,995.00</b>		
<b><u>Graham Tire Company</u></b> Graham Tire Company Graham Tire Company	Parks Parks	Mower Tire #539 Alignment #515	52.97 159.95	167073 167163	12/12/2024 1 12/20/2024 1
		<b>Total for Graham Tire Company</b>	<b>212.92</b>		
<b><u>Health 180</u></b> Health 180	Health Insurance	Biometric Screening 11/20 & 11/21/2024	5,052.44	167164	12/20/2024 1
		<b>Total for Health 180</b>	<b>5,052.44</b>		
<b><u>Heat Tactical Team</u></b> Heat Tactical Team	Crime Control & Investigation	2025 HEAT Dues	2,826.06	166981	12/06/2024 1
		<b>Total for Heat Tactical Team</b>	<b>2,826.06</b>		
<b><u>Hefty Seed Company</u></b> Hefty Seed Company Hefty Seed Company Hefty Seed Company	Parks Parks Parks	6 25lb Bags of Grass Seed FSC Project 2 50lb Bags of Grass Seed FSC Project 6 25lb Bags of Grass Seed FSC Project	523.50 174.50 523.50	167074 167074 167074	12/12/2024 1 12/12/2024 1 12/12/2024 1
		<b>Total for Hefty Seed Company</b>	<b>1,221.50</b>		
<b><u>Heiman Inc.</u></b> Heiman Inc.	Fire Fighting	Blue Sea Sure Eject Fire Dept	395.00	166925	11/27/2024 1
		<b>Total for Heiman Inc.</b>	<b>395.00</b>		
<b><u>Hertzke Construction &amp; Millwork, Inc.</u></b> Hertzke Construction & Millwork, Inc.	Parks	Cedar Boards Soccer Fields Sign	528.75	166982	12/06/2024 1
		<b>Total for Hertzke Construction &amp; Millwork, Inc.</b>	<b>528.75</b>		
<b><u>Hohenstein's Inc.</u></b> Hohenstein's Inc. Hohenstein's Inc.	Liquor - Mdse for Resale Liquor - Mdse for Resale	Beer Beer	379.50 420.00	167215 167018	12/23/2024 1 12/09/2024 1
		<b>Total for Hohenstein's Inc.</b>	<b>799.50</b>		
<b><u>Home City Ice Co.</u></b> Home City Ice Co. Home City Ice Co.	Liquor - Mdse for Resale Liquor - Mdse for Resale	Ice Ice	203.66 155.70	167019 167019	12/09/2024 1 12/09/2024 1
		<b>Total for Home City Ice Co.</b>	<b>359.36</b>		
<b><u>Hometown Sanitation Services, LLC</u></b> Hometown Sanitation Services, LLC Hometown Sanitation Services, LLC	SMEC Building Liquor Store	Dec 2024 Cardboard Pickup Liquor Store Dec 2024 Refuse Removal SMEC	219.00 99.99	166983 167075	12/06/2024 1 12/12/2024 1
		<b>Total for Hometown Sanitation Services, LLC</b>	<b>318.99</b>		
<b><u>Hoye</u></b> Hoye	Director of Finance	Dec 2024 Cell Phone Reimbursement	46.44	0	12/20/2024 1
		<b>Total for Hoye</b>	<b>46.44</b>		
<b><u>Human Services Of Faribault/Martin Cc</u></b> Human Services Of Faribault/Martin Counties	Aquatic Park	2025 License Renewal Fmt Aquatic Park Expires 12/31/2025	960.00	167076	12/12/2024 1
		<b>Total for Human Services Of Faribault/Martin Cc</b>	<b>960.00</b>		
<b><u>Humana</u></b>					



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Humana	Health Insurance	Life Insurance Premiums Nov 2024	250.94	0	12/18/2024 1
		<b>Total for Humana</b>	<b>250.94</b>		
<u>Hunter</u>					
Hunter	Crime Control & Investigation	Shop With A Cop	741.30	0	12/20/2024 1
		<b>Total for Hunter</b>	<b>741.30</b>		
<u>Innovative Credit Solutions</u>					
Innovative Credit Solutions	Urban Redevelopment & Housing	Annual Compliance Fee	75.00	167165	12/20/2024 1
		<b>Total for Innovative Credit Solutions</b>	<b>75.00</b>		
<u>J. H. Larson</u>					
J. H. Larson	Airport	Waste Lift Airport	18.82	166926	11/27/2024 1
J. H. Larson	Airport	Lift Pump Airport	1,278.96	166926	11/27/2024 1
		<b>Total for J. H. Larson</b>	<b>1,297.78</b>		
<u>Jackson County Sheriff's Office</u>					
Jackson County Sheriff's Office	Fiscal Sponsor	Fuel HEAT Team Bus 11/20/2024	84.50	167077	12/12/2024 1
		<b>Total for Jackson County Sheriff's Office</b>	<b>84.50</b>		
<u>JCL Solutions</u>					
JCL Solutions	Parks	Cleaning Supplies Park Dept	100.09	167078	12/12/2024 1
		<b>Total for JCL Solutions</b>	<b>100.09</b>		
<u>Jefferson Fire &amp; Safety, Inc.</u>					
Jefferson Fire & Safety, Inc.	Fire Fighting	Kochek 6 NH LH Steamer Cap Hardcoat Black Fire Dept	369.37	167166	12/20/2024 1
		<b>Total for Jefferson Fire &amp; Safety, Inc.</b>	<b>369.37</b>		
<u>JLG Architects +292 Design Group</u>					
JLG Architects +292 Design Group	Community Center	Exisiting Arena Refrigeration Replacement Through 09/30/2024	4,499.31	166984	12/06/2024 1
JLG Architects +292 Design Group	Community Center	Exisiting Arena Refrigeration Replacement Through 11/30/2024	196.04	166984	12/06/2024 1
		<b>Total for JLG Architects +292 Design Group</b>	<b>4,695.35</b>		
<u>Jobe</u>					
Jobe	Crime Control & Investigation	Reimbursement for Safety Eyewear	300.00	166985	12/06/2024 1
		<b>Total for Jobe</b>	<b>300.00</b>		
<u>John Deere Financial</u>					
John Deere Financial	Parks	Drive Shaft #820	1,611.89	167079	12/12/2024 1
John Deere Financial	Parks	Mower Blade #539	73.89	167079	12/12/2024 1
		<b>Total for John Deere Financial</b>	<b>1,685.78</b>		
<u>Johnson Brothers Liquor Company</u>					
Johnson Brothers Liquor Company	Liquor - Mdse for Resale	Liquor	446.00	167020	12/09/2024 1
Johnson Brothers Liquor Company	Liquor - Mdse for Resale	Pop/Mix	77.00	167216	12/23/2024 1
Johnson Brothers Liquor Company	Liquor - Mdse for Resale	Wine	1,311.70	167020	12/09/2024 1
Johnson Brothers Liquor Company	Liquor - Mdse for Resale	Pop/Mix	131.95	167020	12/09/2024 1
Johnson Brothers Liquor Company	Liquor - Mdse for Resale	Liquor	24.00	167216	12/23/2024 1
Johnson Brothers Liquor Company	Liquor - Mdse for Resale	Freight	7.92	167020	12/09/2024 1
Johnson Brothers Liquor Company	Liquor - Mdse for Resale	Wine	4,563.80	167216	12/23/2024 1
Johnson Brothers Liquor Company	Liquor - Mdse for Resale	Liquor	48.00	167020	12/09/2024 1
Johnson Brothers Liquor Company	Liquor - Mdse for Resale	Liquor	6,348.18	167020	12/09/2024 1
Johnson Brothers Liquor Company	Liquor - Mdse for Resale	Freight	99.00	167020	12/09/2024 1

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<u>Vendor</u>	<u>Department</u>	<u>Description</u>	<u>Amount</u>	<u>Check Number</u>	<u>Check Date</u>
Johnson Brothers Liquor Company	Liquor - Mdse for Resale	Freight	3.96	167216	12/23/2024 1
Johnson Brothers Liquor Company	Liquor - Mdse for Resale	Liquor	11,383.01	167216	12/23/2024 1
Johnson Brothers Liquor Company	Liquor - Mdse for Resale	Pop/Mix	84.95	167216	12/23/2024 1
Johnson Brothers Liquor Company	Liquor - Mdse for Resale	Freight	5.94	167216	12/23/2024 1
Johnson Brothers Liquor Company	Liquor - Mdse for Resale	Wine	2,114.80	167216	12/23/2024 1
Johnson Brothers Liquor Company	Liquor - Mdse for Resale	Freight	19.50	167020	12/09/2024 1
Johnson Brothers Liquor Company	Liquor - Mdse for Resale	Freight	97.02	167216	12/23/2024 1
Johnson Brothers Liquor Company	Liquor - Mdse for Resale	Liquor	-9.40	167020	12/09/2024 1
Johnson Brothers Liquor Company	Liquor - Mdse for Resale	Freight	69.30	167216	12/23/2024 1
Johnson Brothers Liquor Company	Liquor - Mdse for Resale	Freight	212.03	167216	12/23/2024 1
Johnson Brothers Liquor Company	Liquor - Mdse for Resale	Liquor	135.00	167020	12/09/2024 1
Johnson Brothers Liquor Company	Liquor - Mdse for Resale	Liquor	48.00	167020	12/09/2024 1
Johnson Brothers Liquor Company	Liquor - Mdse for Resale	Freight	45.54	167020	12/09/2024 1
Johnson Brothers Liquor Company	Liquor - Mdse for Resale	Liquor	5,258.29	167216	12/23/2024 1
Johnson Brothers Liquor Company	Liquor - Mdse for Resale	Freight	134.97	167216	12/23/2024 1
Johnson Brothers Liquor Company	Liquor - Mdse for Resale	Freight	43.56	167020	12/09/2024 1
Johnson Brothers Liquor Company	Liquor - Mdse for Resale	Wine	1,095.55	167020	12/09/2024 1
Johnson Brothers Liquor Company	Liquor - Mdse for Resale	Liquor	135.00	167216	12/23/2024 1
Johnson Brothers Liquor Company	Liquor - Mdse for Resale	Liquor	2,771.80	167020	12/09/2024 1
Johnson Brothers Liquor Company	Liquor - Mdse for Resale	Freight	33.66	167020	12/09/2024 1
<b>Total for Johnson Brothers Liquor Company</b>			<b>36,740.03</b>		
<b>Jorgensen</b>					
Jorgensen	Non-departmental	Refund Check 018853-001, 650 Summit Dr #7	2.91	167257	12/31/2024 1
Jorgensen	Non-departmental	Refund Check 018853-001, 650 Summit Dr #7	4.37	167257	12/31/2024 1
Jorgensen	Non-departmental	Refund Check 018853-001, 650 Summit Dr #7	0.44	167257	12/31/2024 1
Jorgensen	Non-departmental	Refund Check 018853-001, 650 Summit Dr #7	4.38	167257	12/31/2024 1
<b>Total for Jorgensen</b>			<b>12.10</b>		
<b>Kingdom Builders Masonry LLC</b>					
Kingdom Builders Masonry LLC	Airport	Tuckpointing & Caulking Terminal Bldg Airport	15,620.00	166927	11/27/2024 1
<b>Total for Kingdom Builders Masonry LLC</b>			<b>15,620.00</b>		
<b>KKOJ/KUXX</b>					
KKOJ/KUXX	Liquor Store	Vikings Game Sponsor 10/31/2024	375.00	167021	12/09/2024 1
KKOJ/KUXX	Liquor Store	Vikings Game Sponsor 10/09/2024	375.00	167021	12/09/2024 1
<b>Total for KKOJ/KUXX</b>			<b>750.00</b>		
<b>KLJ Engineering, LLC</b>					
KLJ Engineering, LLC	Airport	Taxiway A Lighting System Replacement Design & Bidding Thru 12/7	9,400.00	167217	12/23/2024 1
KLJ Engineering, LLC	Airport	Taxiway A Lighting System Replacement Desgn & Bidding thru 11/9	14,000.00	166986	12/06/2024 1
KLJ Engineering, LLC	Airport	Airport Layout Plan/Master Plan Update W/ AGIS Thru 11/9/24	13,000.00	166986	12/06/2024 1
KLJ Engineering, LLC	Airport	Airport Layout Plan/Master Plan Update Through 12/7/24	2,500.00	167217	12/23/2024 1
<b>Total for KLJ Engineering, LLC</b>			<b>38,900.00</b>		
<b>Koepp</b>					
Koepp	Non-departmental	Refund Check 018603-000, 1511 Falcon Dr #109	1.23	167258	12/31/2024 1
Koepp	Non-departmental	Refund Check 018603-000, 1511 Falcon Dr #109	0.12	167258	12/31/2024 1



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Koepp	Non-departmental	Refund Check 018603-000, 1511 Falcon Dr #109	0.86	167258	12/31/2024 1
Koepp	Non-departmental	Refund Check 018603-000, 1511 Falcon Dr #109	1.23	167258	12/31/2024 1
<b>Total for Koepp</b>			<b>3.44</b>		
<b><u>Koppen</u></b>					
Koppen	Economic Development	Dec 2024 Cell Phone Reimbursement	46.44	0	12/20/2024 1
<b>Total for Koppen</b>			<b>46.44</b>		
<b><u>Kraus-Anderson Construction Co</u></b>					
Kraus-Anderson Construction Co	Community Center	Fmt Refrigeration Replacement Thru 11/30/2024	141,578.42	167080	12/12/2024 1
<b>Total for Kraus-Anderson Construction Co</b>			<b>141,578.42</b>		
<b><u>League Of Mn Cities Ins Trust</u></b>					
League Of Mn Cities Ins Trust	Workers Comp	Workers Compensation Insurance Premiums	105,526.00	166987	12/06/2024 1
<b>Total for League Of Mn Cities Ins Trust</b>			<b>105,526.00</b>		
<b><u>LEAST Services/Counseling LLC</u></b>					
LEAST Services/Counseling LLC	Police Administration	2025 Full Retainer Amount	2,160.00	167081	12/12/2024 1
<b>Total for LEAST Services/Counseling LLC</b>			<b>2,160.00</b>		
<b><u>Lexis Nexis Risk Data Management, LL</u></b>					
Lexis Nexis Risk Data Management, LLC	Other General Gov't	Monthly Subscription Fee Nov 2024	115.92	167082	12/12/2024 1
<b>Total for Lexis Nexis Risk Data Management, LL</b>			<b>115.92</b>		
<b><u>License Bureau</u></b>					
License Bureau	Crime Control & Investigation	2025 Dodge Crew Cab Pickup Police Dept	3,411.44	166928	11/27/2024 1
<b>Total for License Bureau</b>			<b>3,411.44</b>		
<b><u>Little Falls Machine, Inc.</u></b>					
Little Falls Machine, Inc.	Ice & Snow Removal	Pressure Release Manifold-2 Port, Plow Head {late Attach #125	860.81	166988	12/06/2024 1
<b>Total for Little Falls Machine, Inc.</b>			<b>860.81</b>		
<b><u>Locators &amp; Supplies, Inc</u></b>					
Locators & Supplies, Inc	Paved Streets	Winter High Vis Gloves	188.06	166929	11/27/2024 1
Locators & Supplies, Inc	Parks	Winter High Vis Gloves	188.07	166929	11/27/2024 1
<b>Total for Locators &amp; Supplies, Inc</b>			<b>376.13</b>		
<b><u>Lockridge Grindal Nauen P.L.L.P.</u></b>					
Lockridge Grindal Nauen P.L.L.P.	Other General Gov't	Professional Services Dec 2024	3,333.33	167167	12/20/2024 1
<b>Total for Lockridge Grindal Nauen P.L.L.P.</b>			<b>3,333.33</b>		
<b><u>Lud-key Locksmith</u></b>					
Lud-key Locksmith	General Government Buildings	Stamp/Number Keys City Hall	20.00	166930	11/27/2024 1
<b>Total for Lud-key Locksmith</b>			<b>20.00</b>		
<b><u>MacQueen Equipment LLC</u></b>					
MacQueen Equipment LLC	Storm Sewer Mnt	Radiator #123B	1,918.44	167083	12/12/2024 1
<b>Total for MacQueen Equipment LLC</b>			<b>1,918.44</b>		
<b><u>Marco Technologies, LLC</u></b>					
Marco Technologies, LLC	Director of Finance	Contract Base Rate 12/2/24 to 01/01/25. Usage 11/2/24 to 12/1/24	4.03	166989	12/06/2024 1
Marco Technologies, LLC	Director of Finance	Contract Base Rate 11/22 to 12/21/2024 City Hall	3.92	166931	11/27/2024 1
Marco Technologies, LLC	Director of Finance	Contract Base Rate 11/14/24 to 12/13/24 Usage 8/14 to 11/13/24	39.53	166989	12/06/2024 1
Marco Technologies, LLC	Fire Fighting	Contract Base Rate 12/2/24 to 01/01/25. Usage 11/2/24 to 12/1/24	4.03	166989	12/06/2024 1
Marco Technologies, LLC	Fire Fighting	Contract Base Rate 11/14/24 to 12/13/24 Usage 8/14 to 11/13/24	10.81	166989	12/06/2024 1

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Marco Technologies, LLC	Fire Fighting	Contract Base Rate 11/22 to 12/21/2024 City Hall	3.92	166931	11/27/2024 1
Marco Technologies, LLC	Paved Streets	Contract Base Rate 12/2/24 to 01/01/25. Usage 11/2/24 to 12/1/24	2.69	166989	12/06/2024 1
Marco Technologies, LLC	Paved Streets	Contract Base Rate 11/22 to 12/21/2024 City Hall	2.61	166931	11/27/2024 1
Marco Technologies, LLC	Paved Streets	Contract Base Rate 11/14/24 to 12/13/24 Usage 8/14 to 11/13/24	10.81	166989	12/06/2024 1
Marco Technologies, LLC	Lake Restoration	Contract Base Rate 11/22 to 12/21/2024 City Hall	2.61	166931	11/27/2024 1
Marco Technologies, LLC	Lake Restoration	Contract Base Rate 12/2/24 to 01/01/25. Usage 11/2/24 to 12/1/24	2.69	166989	12/06/2024 1
Marco Technologies, LLC	Economic Development	Contract Base Rate 12/2/24 to 01/01/25. Usage 11/2/24 to 12/1/24	13.43	166989	12/06/2024 1
Marco Technologies, LLC	Economic Development	Contract Base Rate 11/22 to 12/21/2024 City Hall	13.06	166931	11/27/2024 1
Marco Technologies, LLC	Parking Lots	Contract Base Rate 11/22 to 12/21/2024 City Hall	2.61	166931	11/27/2024 1
Marco Technologies, LLC	Parking Lots	Contract Base Rate 12/2/24 to 01/01/25. Usage 11/2/24 to 12/1/24	2.69	166989	12/06/2024 1
Marco Technologies, LLC	Recording & Reporting	Contract Base Rate 11/14/24 to 12/13/24 Usage 8/14 to 11/13/24	42.92	166989	12/06/2024 1
Marco Technologies, LLC	Recording & Reporting	Contract Base Rate 11/22 to 12/21/2024 City Hall	3.92	166931	11/27/2024 1
Marco Technologies, LLC	Recording & Reporting	Contract Base Rate 12/2/24 to 01/01/25. Usage 11/2/24 to 12/1/24	4.03	166989	12/06/2024 1
Marco Technologies, LLC	Building Inspection	Contract Base Rate 11/22 to 12/21/2024 City Hall	6.53	166931	11/27/2024 1
Marco Technologies, LLC	Building Inspection	Contract Base Rate 12/2/24 to 01/01/25. Usage 11/2/24 to 12/1/24	6.71	166989	12/06/2024 1
Marco Technologies, LLC	Planning & Zoning	Contract Base Rate 11/22 to 12/21/2024 City Hall	6.53	166931	11/27/2024 1
Marco Technologies, LLC	Planning & Zoning	Contract Base Rate 11/14/24 to 12/13/24 Usage 8/14 to 11/13/24	32.43	166989	12/06/2024 1
Marco Technologies, LLC	Data Processing	Contract Base Rate 12/2/24 to 01/01/25. Usage 11/2/24 to 12/1/24	4.03	166989	12/06/2024 1
Marco Technologies, LLC	Data Processing	Contract Base Rate 11/22 to 12/21/2024 City Hall	3.93	166931	11/27/2024 1
Marco Technologies, LLC	Crime Control & Investigation	Contract Base Rate 11/22 to 12/21/2024 City Hall	2.61	166931	11/27/2024 1
Marco Technologies, LLC	Crime Control & Investigation	Contract Base Rate 12/14/24 to 01/13/25 Police Dept	30.95	167218	12/23/2024 1
Marco Technologies, LLC	Crime Control & Investigation	Contract Base Rate 10/14/24 to 11/13/24 Police Dept	30.95	166989	12/06/2024 1
Marco Technologies, LLC	Crime Control & Investigation	Contract Base Rate 11/14/24 to 12/13/24 Police Dept	30.95	166989	12/06/2024 1
Marco Technologies, LLC	Crime Control & Investigation	Copier/Printer Police Dept	4,836.67	166931	11/27/2024 1
Marco Technologies, LLC	Crime Control & Investigation	Contract Base Rate 12/2/24 to 01/01/25. Usage 11/2/24 to 12/1/24	2.69	166989	12/06/2024 1
Marco Technologies, LLC	City Manager	Contract Base Rate 11/22 to 12/21/2024 City Hall	3.92	166931	11/27/2024 1
Marco Technologies, LLC	City Manager	Contract Base Rate 12/2/24 to 01/01/25. Usage 11/2/24 to 12/1/24	4.03	166989	12/06/2024 1
Marco Technologies, LLC	City Manager	Contract Base Rate 11/14/24 to 12/13/24 Usage 8/14 to 11/13/24	10.81	166989	12/06/2024 1
Marco Technologies, LLC	Planning & Zoning	Contract Base Rate 12/2/24 to 01/01/25. Usage 11/2/24 to 12/1/24	6.71	166989	12/06/2024 1
Marco Technologies, LLC	Police Administration	Contract Base Rate 11/22 to 12/21/2024 City Hall	2.61	166931	11/27/2024 1
Marco Technologies, LLC	Police Administration	Contract Base Rate 12/2/24 to 01/01/25. Usage 11/2/24 to 12/1/24	2.69	166989	12/06/2024 1
Marco Technologies, LLC	Engineering	Contract Base Rate 12/2/24 to 01/01/25. Usage 11/2/24 to 12/1/24	20.14	166989	12/06/2024 1
Marco Technologies, LLC	Human Resources	Contract Base Rate 11/14/24 to 12/13/24 Usage 8/14 to 11/13/24	10.81	166989	12/06/2024 1
Marco Technologies, LLC	Liquor Store	Contract Base Rate 11/22 to 12/21/2024 City Hall	2.61	166931	11/27/2024 1
Marco Technologies, LLC	Liquor Store	Contract Base Rate 12/2/24 to 01/01/25. Usage 11/2/24 to 12/1/24	2.69	166989	12/06/2024 1
Marco Technologies, LLC	Liquor Store	Contract Base Rate 11/14/24 to 12/13/24 Usage 8/14 to 11/13/24	105.50	166989	12/06/2024 1
Marco Technologies, LLC	Engineering	Contract Base Rate 11/22 to 12/21/2024 City Hall	19.59	166931	11/27/2024 1
Marco Technologies, LLC	Engineering	Contract Base Rate 11/14/24 to 12/13/24 Usage 8/14 to 11/13/24	10.81	166989	12/06/2024 1
Marco Technologies, LLC	Parks	Contract Base Rate 12/2/24 to 01/01/25. Usage 11/2/24 to 12/1/24	4.03	166989	12/06/2024 1
Marco Technologies, LLC	Parks	Contract Base Rate 11/22 to 12/21/2024 City Hall	3.92	166931	11/27/2024 1
Marco Technologies, LLC	Airport	Contract Base Rate 11/22 to 12/21/2024 City Hall	2.61	166931	11/27/2024 1
Marco Technologies, LLC	Airport	Contract Base Rate 12/2/24 to 01/01/25. Usage 11/2/24 to 12/1/24	2.69	166989	12/06/2024 1
<b>Total for Marco Technologies, LLC</b>			<b>5,381.46</b>		

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<b><u>Mart</u></b>					
Mart	Non-departmental	Refund Check 017694-001, 1003 N Prairie Ave	0.06	167259	12/31/2024 1
Mart	Non-departmental	Refund Check 017694-001, 1003 N Prairie Ave	0.46	167259	12/31/2024 1
Mart	Non-departmental	Refund Check 017694-001, 1003 N Prairie Ave	0.68	167259	12/31/2024 1
Mart	Non-departmental	Refund Check 017694-001, 1003 N Prairie Ave	0.68	167259	12/31/2024 1
Mart	Non-departmental	Refund Check 017694-001, 1003 N Prairie Ave	1.78	167259	12/31/2024 1
<b>Total for Mart</b>			<b>3.66</b>		
<b><u>Martin County Attorney's</u></b>					
Martin County Attorney's	Other General Gov't	Nov 2024 Prosecutorial Services	6,250.00	167168	12/20/2024 1
<b>Total for Martin County Attorney's</b>			<b>6,250.00</b>		
<b><u>Martin County Auditor</u></b>					
Martin County Auditor	Crime Control & Investigation	Dec 2024 Frontier Phone Bill Police Dept	355.55	167084	12/12/2024 1
Martin County Auditor	Crime Control & Investigation	Dec 2024 Rental of Security Bldg	4,919.88	166990	12/06/2024 1
<b>Total for Martin County Auditor</b>			<b>5,275.43</b>		
<b><u>Martin County Highway Dept</u></b>					
Martin County Highway Dept	Crime Control & Investigation	fuel usage-november	2,394.67	167042	12/10/2024 1
Martin County Highway Dept	Building Inspection	fuel usage-november	28.08	167042	12/10/2024 1
Martin County Highway Dept	Fire Fighting	fuel usage-november	270.64	167042	12/10/2024 1
Martin County Highway Dept	Storm Sewer Mnt	fuel usage-november	702.07	167042	12/10/2024 1
Martin County Highway Dept	Garbage Collection	fuel usage-november	207.01	167042	12/10/2024 1
Martin County Highway Dept	Paved Streets	fuel usage-november	2,090.94	167042	12/10/2024 1
Martin County Highway Dept	Engineering	fuel usage-november	37.95	167042	12/10/2024 1
Martin County Highway Dept	Airport	fuel usage-november	207.93	167042	12/10/2024 1
Martin County Highway Dept	Animal Control	fuel usage-november	183.85	167042	12/10/2024 1
Martin County Highway Dept	Parks	fuel usage-november	1,634.33	167042	12/10/2024 1
<b>Total for Martin County Highway Dept</b>			<b>7,757.47</b>		
<b><u>Martin County Recorder</u></b>					
Martin County Recorder	Planning & Zoning	Recording Fee Ordinance 2024-06 Animals (Beekeeping)	46.00	167085	12/12/2024 1
Martin County Recorder	Planning & Zoning	Recording Fee Ordinance 2024-05 Hemp Business Regulations	46.00	167085	12/12/2024 1
<b>Total for Martin County Recorder</b>			<b>92.00</b>		
<b><u>Martin Soil &amp; Water Conservation Distr</u></b>					
Martin Soil & Water Conservation District	Parks	PWD Building East Ditch Seed	98.01	167086	12/12/2024 1
<b>Total for Martin Soil &amp; Water Conservation Distr</b>			<b>98.01</b>		
<b><u>Mayo Health System-Fountain Ctr</u></b>					
Mayo Health System-Fountain Ctr	Non-departmental	Refund Check 007610-000, 828 N North Ave	3.17	167260	12/31/2024 1
Mayo Health System-Fountain Ctr	Non-departmental	Refund Check 007610-000, 828 N North Ave	4.42	166948	11/27/2024 1
Mayo Health System-Fountain Ctr	Non-departmental	Refund Check 007610-000, 828 N North Ave	4.43	166948	11/27/2024 1
Mayo Health System-Fountain Ctr	Non-departmental	Refund Check 007610-000, 828 N North Ave	0.17	167260	12/31/2024 1
Mayo Health System-Fountain Ctr	Non-departmental	Refund Check 007610-000, 828 N North Ave	2.95	166948	11/27/2024 1
Mayo Health System-Fountain Ctr	Non-departmental	Refund Check 007610-000, 828 N North Ave	1.00	167260	12/31/2024 1
Mayo Health System-Fountain Ctr	Non-departmental	Refund Check 007610-000, 828 N North Ave	0.67	167260	12/31/2024 1
Mayo Health System-Fountain Ctr	Non-departmental	Refund Check 007610-000, 828 N North Ave	14.01	166948	11/27/2024 1
Mayo Health System-Fountain Ctr	Non-departmental	Refund Check 007610-000, 828 N North Ave	0.77	166948	11/27/2024 1

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Mayo Health System-Fountain Ctr	Non-departmental	Refund Check 007610-000, 828 N North Ave	1.00	167260	12/31/2024 1
<b>Total for Mayo Health System-Fountain Ctr</b>			<b>32.59</b>		
<b><u>Medsurety LLC</u></b>					
Medsurety LLC	Health Insurance	Dec 2024 COBRA Admin & Participant Fees, Open Enrollment	298.87	0	12/18/2024 1
<b>Total for Medsurety LLC</b>			<b>298.87</b>		
<b><u>Mensing Construction, LLC</u></b>					
Mensing Construction, LLC	Engineering	846 Albion Ave Erosion Repairs	7,175.00	167169	12/20/2024 1
<b>Total for Mensing Construction, LLC</b>			<b>7,175.00</b>		
<b><u>Metro Sales Inc.</u></b>					
Metro Sales Inc.	Crime Control & Investigation	Police Dept Copy Machine Usage 09/03/24 to 06/02/2025	461.69	167170	12/20/2024 1
Metro Sales Inc.	Paved Streets	Park/Street Dept Copy Machine Usage 09/03/24 to 06/02/2025	112.52	167170	12/20/2024 1
Metro Sales Inc.	Parks	Park/Street Dept Copy Machine Usage 09/03/24 to 06/02/2025	112.52	167170	12/20/2024 1
<b>Total for Metro Sales Inc.</b>			<b>686.73</b>		
<b><u>Mid-American Research Chemical</u></b>					
Mid-American Research Chemical	Central Garage	Break-A-Way II Penetrating Oil	240.56	166991	12/06/2024 1
<b>Total for Mid-American Research Chemical</b>			<b>240.56</b>		
<b><u>Midco</u></b>					
Midco	Central Garage	Nov 2024 Telephone City Hall	20.26	166932	11/27/2024 1
Midco	Central Garage	Dec 2024 Telephone City Hall	20.26	167219	12/23/2024 1
Midco	Engineering	Dec 2024 Telephone City Hall	131.67	167219	12/23/2024 1
Midco	Engineering	Nov 2024 Telephone City Hall	131.67	166932	11/27/2024 1
Midco	Data Processing	Dec 2024 Internet Circuit City Hall	610.39	167219	12/23/2024 1
Midco	Aquatic Park	Dec 2024 Telephone Aquatic Park	65.30	167219	12/23/2024 1
Midco	Aquatic Park	Nov 2024 Telephone Aquatic Park	65.30	166932	11/27/2024 1
Midco	Liquor Store	Nov 2024 Telephone Liquor Store	237.87	166932	11/27/2024 1
Midco	Liquor Store	Dec 2024 Telephone Liquor Store	158.11	167219	12/23/2024 1
Midco	City Manager	Dec 2024 Telephone City Hall	131.67	167219	12/23/2024 1
Midco	City Manager	Nov 2024 Telephone City Hall	131.67	166932	11/27/2024 1
Midco	Paved Streets	Dec 2024 Telephone City Hall	60.77	167219	12/23/2024 1
Midco	Paved Streets	Dec 2024 Telephone 401 E Margaret St	38.99	167219	12/23/2024 1
Midco	Paved Streets	Nov 2024 Telephone 401 E Margaret St	39.03	166932	11/27/2024 1
Midco	Paved Streets	Dec 2024 Telephone 801 E Margaret St	173.60	167219	12/23/2024 1
Midco	Paved Streets	Nov 2024 Telephone 801 E Margaret St	173.59	166932	11/27/2024 1
Midco	Paved Streets	Nov 2024 Telephone City Hall	60.77	166932	11/27/2024 1
Midco	SMEC Building	Dec 2024 Telephone SMEC	124.77	167219	12/23/2024 1
Midco	SMEC Building	Nov 2024 Telephone SMEC	124.75	166932	11/27/2024 1
Midco	Director of Finance	Nov 2024 Telephone City Hall	50.64	166932	11/27/2024 1
Midco	Director of Finance	Dec 2024 Telephone City Hall	50.64	167219	12/23/2024 1
Midco	Library	Nov 2024 Telephone Library	534.41	166932	11/27/2024 1
Midco	Library	Dec 2024 Telephone Library	494.40	167219	12/23/2024 1
Midco	Fire Fighting	Dec 2024 Telephone Fire Dept	61.22	167219	12/23/2024 1
Midco	Fire Fighting	Dec 2024 Telephone City Hall	20.26	167219	12/23/2024 1
Midco	Fire Fighting	Nov 2024 Telephone Fire Dept	61.22	166932	11/27/2024 1

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Midco	Fire Fighting	Nov 2024 Telephone City Hall	20.26	166932	11/27/2024 1
Midco	Crime Control & Investigation	Dec 2024 Telephone City Hall	30.38	167219	12/23/2024 1
Midco	Crime Control & Investigation	Nov 2024 Telephone City Hall	30.38	166932	11/27/2024 1
Midco	Data Processing	Nov 2024 City Hall Internet Circuit	600.39	166932	11/27/2024 1
Midco	Planning & Zoning	Dec 2024 Telephone City Hall	50.64	167219	12/23/2024 1
Midco	Planning & Zoning	Nov 2024 Telephone City Hall	50.64	166932	11/27/2024 1
Midco	Recording & Reporting	Nov 2024 Telephone City Hall	60.77	166932	11/27/2024 1
Midco	Recording & Reporting	Dec 2024 Telephone City Hall	60.77	167219	12/23/2024 1
Midco	Building Inspection	Nov 2024 Telephone City Hall	50.64	166932	11/27/2024 1
Midco	Building Inspection	Dec 2024 Telephone City Hall	50.64	167219	12/23/2024 1
Midco	Economic Development	Nov 2024 Telephone City Hall	40.51	166932	11/27/2024 1
Midco	Economic Development	Dec 2024 Telephone City Hall	40.51	167219	12/23/2024 1
Midco	Parks	Dec 2024 Telephone 401 E Margaret St	39.00	167219	12/23/2024 1
Midco	Parks	Dec 2024 Telephone City Hall	30.38	167219	12/23/2024 1
Midco	Parks	Dec 2024 Telephone 801 E Margaret St	173.59	167219	12/23/2024 1
Midco	Parks	Nov 2024 Telephone 401 E Margaret St	39.03	166932	11/27/2024 1
Midco	Parks	Nov 2024 Telephone City Hall	30.38	166932	11/27/2024 1
Midco	Parks	Nov 2024 Telephone 801 E Margaret St	173.60	166932	11/27/2024 1
Midco	Airport	Nov 2024 Telephone Airport	62.80	166932	11/27/2024 1
Midco	Airport	Nov 2024 Airport Ethernet Circuit	307.39	166932	11/27/2024 1
Midco	Animal Control	Nov 2024 Telephone Humane Society	95.55	166932	11/27/2024 1
Midco	Animal Control	Dec 2024 Telephone Humane Society	91.71	167219	12/23/2024 1
Midco	Animal Control	Dec 2024 Internet Humane Society	117.39	167219	12/23/2024 1
Midco	Animal Control	Nov 2024 Internet Services Humane Society	117.39	166932	11/27/2024 1
Midco	Airport	Dec 2024 Airport Ethernet Circuit	317.39	167219	12/23/2024 1
Midco	Airport	Nov 2024 Telephone City Hall	30.38	166932	11/27/2024 1
Midco	Airport	Dec 2024 Telephone Airport	62.80	167219	12/23/2024 1
Midco	Airport	Dec 2024 Telephone City Hall	30.38	167219	12/23/2024 1
		<b>Total for Midco</b>	<b>6,578.92</b>		
<b><u>Mike's Emergency Vehicle Installation.</u></b>					
Mike's Emergency Vehicle Installation, LLC	Crime Control & Investigation	Remove All Old Equip From Old Unit #7 Except Center Console Part	517.10	167171	12/20/2024 1
Mike's Emergency Vehicle Installation, LLC	Crime Control & Investigation	Unit#2 Install Emergency Lights, Siren, 2-Way Radio, Printer	1,854.57	167171	12/20/2024 1
Mike's Emergency Vehicle Installation, LLC	Crime Control & Investigation	Squad #9 Setup	1,352.03	166992	12/06/2024 1
Mike's Emergency Vehicle Installation, LLC	Crime Control & Investigation	Remove Old Equip #10. Build New Squad #10.	4,348.28	167171	12/20/2024 1
		<b>Total for Mike's Emergency Vehicle Installation,</b>	<b>8,071.98</b>		
<b><u>Minnesota Dept of Admin</u></b>					
Minnesota Dept of Admin	Crime Control & Investigation	Vehicle Leases Oct 2024 Police Dept	6,058.70	166933	11/27/2024 1
		<b>Total for Minnesota Dept of Admin</b>	<b>6,058.70</b>		
<b><u>Minnesota Elevator, Inc</u></b>					
Minnesota Elevator, Inc	Library	2025 Yearly Elevator Service Martin Co Library	1,177.34	166993	12/06/2024 1
Minnesota Elevator, Inc	SMEC Building	2025 Yearly Elevator Service SMEC	2,261.70	166993	12/06/2024 1
		<b>Total for Minnesota Elevator, Inc</b>	<b>3,439.04</b>		
<b><u>Mn Dept of Employment &amp; Economic D</u></b>					

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Mn Dept of Employment & Economic Developmen	Intergovernmental Revenues	Loan #2 Zierke Blt Mfg/City of Fmt	3,064.18	167087	12/12/2024 1
<b>Total for Mn Dept of Employment &amp; Economic D</b>			<b>3,064.18</b>		
<b><u>MN Energy Resources Corp.</u></b>					
MN Energy Resources Corp.	Aquatic Park	Gas utilities 10/18 to 11/17/2024 Aquatic Park	47.50	166934	11/27/2024 1
MN Energy Resources Corp.	Liquor Store	Gas Utilities 11/13 to 12/15/24 Liquor Store	483.21	167226	12/23/2024 1
MN Energy Resources Corp.	Central Garage	Gas Utilities 11/14 to 12/15/24 417 E Margaret St	188.17	167226	12/23/2024 1
MN Energy Resources Corp.	Central Garage	Gas utilities 10/18 to 11/17/2024 801 E Margaret St	105.56	166934	11/27/2024 1
MN Energy Resources Corp.	Paved Streets	Gas utilities 10/18 to 11/17/2024 801 E Margaret St	324.25	166934	11/27/2024 1
MN Energy Resources Corp.	Paved Streets	Gas Utilities 11/14 to 12/15/24 417 E Margaret St	577.98	167226	12/23/2024 1
MN Energy Resources Corp.	Library	Gas utilities 10/23 to 11/20/2024 Martin Co Library	1,010.72	166994	12/06/2024 1
MN Energy Resources Corp.	Fire Fighting	Gas Utilities 11/01 to 12/03/2024 Fire Dept	541.83	167088	12/12/2024 1
MN Energy Resources Corp.	Animal Control	Gas Utilities 11/14 to 12/15/24 Humane Society	148.54	167226	12/23/2024 1
MN Energy Resources Corp.	Parks	Gas Utilities 11/14 to 12/15/24 417 E Margaret St	577.98	167226	12/23/2024 1
MN Energy Resources Corp.	Parks	Gas utilities 10/18 to 11/17/2024 801 E Margaret St	324.25	166934	11/27/2024 1
<b>Total for MN Energy Resources Corp.</b>			<b>4,329.99</b>		
<b><u>Mn State Fire Chiefs Assn.</u></b>					
Mn State Fire Chiefs Assn.	Fire Fighting	Membership Renewal Through 12/31/2025	100.00	167172	12/20/2024 1
<b>Total for Mn State Fire Chiefs Assn.</b>			<b>100.00</b>		
<b><u>Mn State Patrol</u></b>					
Mn State Patrol	Central Garage	30 Inspection Decals T Barnes	60.00	167089	12/12/2024 1
Mn State Patrol	Central Garage	30 Inspection Decals R Martin	60.00	167089	12/12/2024 1
<b>Total for Mn State Patrol</b>			<b>120.00</b>		
<b><u>Moody's Investors Service</u></b>					
Moody's Investors Service	Paved Streets	Dec 2024 Professional Services General Obligation Bonds 2024A	20,000.00	167173	12/20/2024 1
<b>Total for Moody's Investors Service</b>			<b>20,000.00</b>		
<b><u>Moore &amp; Ace, Inc.</u></b>					
Moore & Ace, Inc.	Parks	Stihl Repair Parts Park Saw	73.47	167174	12/20/2024 1
<b>Total for Moore &amp; Ace, Inc.</b>			<b>73.47</b>		
<b><u>Napa Auto Fairmont</u></b>					
Napa Auto Fairmont	Parks	Oil Filter #550	6.00	167175	12/20/2024 1
Napa Auto Fairmont	Parks	Oil & Fuel Filters #546	40.58	167175	12/20/2024 1
Napa Auto Fairmont	Parks	Oil Filter #515	3.37	167175	12/20/2024 1
Napa Auto Fairmont	Parks	Oil Filter Park#519	3.37	167090	12/12/2024 1
Napa Auto Fairmont	Airport	Oil, Hydro, Fuel & Air Filters Airport #311	93.18	167090	12/12/2024 1
Napa Auto Fairmont	Garbage Collection	Oil, Cabin Air & Air Filter #552	92.69	167175	12/20/2024 1
Napa Auto Fairmont	Road & Bridge Equipment	Oil Filter #173	11.38	166935	11/27/2024 1
Napa Auto Fairmont	Road & Bridge Equipment	Oil Filter #132	3.37	166995	12/06/2024 1
Napa Auto Fairmont	Road & Bridge Equipment	Oil Filter #168	5.79	166935	11/27/2024 1
Napa Auto Fairmont	Road & Bridge Equipment	Air & Oil Filter #145	20.95	167175	12/20/2024 1
Napa Auto Fairmont	Road & Bridge Equipment	Air & Oil Filter #145	4.13	167175	12/20/2024 1
Napa Auto Fairmont	Road & Bridge Equipment	Cabin Filters #120	87.96	167090	12/12/2024 1
Napa Auto Fairmont	Road & Bridge Equipment	Cabin Filter #100	9.98	167090	12/12/2024 1
Napa Auto Fairmont	Crime Control & Investigation	Oil Filter Police #2	3.37	167090	12/12/2024 1



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Napa Auto Fairmont	Central Garage	Oil Filter #131	6.73	167090	12/12/2024 1
Napa Auto Fairmont	Central Garage	Filters #131	22.80	167090	12/12/2024 1
Napa Auto Fairmont	Central Garage	Oil Filters City Shop	6.74	167090	12/12/2024 1
		<b>Total for Napa Auto Fairmont</b>	<b>422.39</b>		
<b><u>Nava</u></b>					
Nava	Non-departmental	Refund Check 018912-000, 910 Hengen St #404	0.19	166949	11/27/2024 1
Nava	Non-departmental	Refund Check 018912-000, 910 Hengen St #404	2.00	166949	11/27/2024 1
Nava	Non-departmental	Refund Check 018912-000, 910 Hengen St #404	1.34	166949	11/27/2024 1
Nava	Non-departmental	Refund Check 018912-000, 910 Hengen St #404	2.01	166949	11/27/2024 1
		<b>Total for Nava</b>	<b>5.54</b>		
<b><u>Newman Signs, Inc.</u></b>					
Newman Signs, Inc.	Paved Streets	Special Traffic Signs De-Lu, Albion Ave, E Bellevue Rd, S Prairi	183.58	167176	12/20/2024 1
		<b>Total for Newman Signs, Inc.</b>	<b>183.58</b>		
<b><u>Olson</u></b>					
Olson	Non-departmental	Refund Check 017371-000, 923 E Blue Earth Ave- Apt B	1.51	166950	11/27/2024 1
Olson	Non-departmental	Refund Check 017371-000, 923 E Blue Earth Ave- Apt B	2.27	166950	11/27/2024 1
Olson	Non-departmental	Refund Check 017371-000, 923 E Blue Earth Ave- Apt B	0.22	166950	11/27/2024 1
Olson	Non-departmental	Refund Check 017371-000, 923 E Blue Earth Ave- Apt B	2.27	166950	11/27/2024 1
Olson	Parks	Reimbursement for Safety Eye Glasses	900.00	166936	11/27/2024 1
		<b>Total for Olson</b>	<b>906.27</b>		
<b><u>O'Reilly Auto Parts</u></b>					
O'Reilly Auto Parts	Parks	WeatherTech #520	127.87	166937	11/27/2024 1
O'Reilly Auto Parts	Central Garage	Battery 3Pk	10.99	167177	12/20/2024 1
O'Reilly Auto Parts	Road & Bridge Equipment	Dimmer SW Street #106	9.86	166937	11/27/2024 1
		<b>Total for O'Reilly Auto Parts</b>	<b>148.72</b>		
<b><u>Paine</u></b>					
Paine	Crime Control & Investigation	Leadership Academy Training 12/09 to 12/13/2024 Camp Ripley	79.34	167227	12/23/2024 1
Paine	Crime Control & Investigation	ALICE Trainer Certification 11/17 to 11/19/24 Sauk Center	32.43	166938	11/27/2024 1
Paine	Crime Control & Investigation	ALICE Trainer Certification 11/17 to 11/19/24 Sauk Center	293.31	166938	11/27/2024 1
		<b>Total for Paine</b>	<b>405.08</b>		
<b><u>Palacios</u></b>					
Palacios	Non-departmental	Refund Check 011485-003, 700 E 1st St	0.01	166951	11/27/2024 1
Palacios	Non-departmental	Refund Check 011485-003, 700 E 1st St	0.01	166951	11/27/2024 1
		<b>Total for Palacios</b>	<b>0.02</b>		
<b><u>Paradis</u></b>					
Paradis	Paved Streets	Reimbursement for Safety Toe Boots	184.00	167178	12/20/2024 1
		<b>Total for Paradis</b>	<b>184.00</b>		
<b><u>Paris</u></b>					
Paris	Engineering	Reimbursement For Safety Boots	180.00	0	11/27/2024 1
		<b>Total for Paris</b>	<b>180.00</b>		
<b><u>Paustis Wine Company</u></b>					
Paustis Wine Company	Liquor - Mdse for Resale	Wine	666.00	167220	12/23/2024 1
Paustis Wine Company	Liquor - Mdse for Resale	Liquor	-165.50	167220	12/23/2024 1

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Paustis Wine Company	Liquor - Mdse for Resale	Liquor	144.00	167220	12/23/2024 1
Paustis Wine Company	Liquor - Mdse for Resale	Freight	19.50	167220	12/23/2024 1
Paustis Wine Company	Liquor - Mdse for Resale	Wine	553.00	167022	12/09/2024 1
Paustis Wine Company	Liquor - Mdse for Resale	Liquor	72.00	167022	12/09/2024 1
Paustis Wine Company	Liquor - Mdse for Resale	Freight	13.50	167022	12/09/2024 1
<b>Total for Paustis Wine Company</b>			<b>1,302.50</b>		
<b><u>Phillips Wine &amp; Spirits</u></b>					
Phillips Wine & Spirits	Liquor - Mdse for Resale	Freight	182.16	167221	12/23/2024 1
Phillips Wine & Spirits	Liquor - Mdse for Resale	Pop/Mix	50.95	167221	12/23/2024 1
Phillips Wine & Spirits	Liquor - Mdse for Resale	Liquor	6,879.48	167023	12/09/2024 1
Phillips Wine & Spirits	Liquor - Mdse for Resale	Beer	207.20	167221	12/23/2024 1
Phillips Wine & Spirits	Liquor - Mdse for Resale	Liquor	8,168.14	167221	12/23/2024 1
Phillips Wine & Spirits	Liquor - Mdse for Resale	Beer	313.75	167023	12/09/2024 1
Phillips Wine & Spirits	Liquor - Mdse for Resale	Freight	37.62	167023	12/09/2024 1
Phillips Wine & Spirits	Liquor - Mdse for Resale	Freight	48.84	167023	12/09/2024 1
Phillips Wine & Spirits	Liquor - Mdse for Resale	Freight	5.94	167023	12/09/2024 1
Phillips Wine & Spirits	Liquor - Mdse for Resale	Freight	119.48	167023	12/09/2024 1
Phillips Wine & Spirits	Liquor - Mdse for Resale	Pop/Mix	66.00	167023	12/09/2024 1
Phillips Wine & Spirits	Liquor - Mdse for Resale	Beer	334.80	167023	12/09/2024 1
Phillips Wine & Spirits	Liquor - Mdse for Resale	Liquor	-15.33	167023	12/09/2024 1
Phillips Wine & Spirits	Liquor - Mdse for Resale	Wine	194.35	167221	12/23/2024 1
Phillips Wine & Spirits	Liquor - Mdse for Resale	Freight	53.46	167023	12/09/2024 1
Phillips Wine & Spirits	Liquor - Mdse for Resale	Liquor	300.00	167023	12/09/2024 1
Phillips Wine & Spirits	Liquor - Mdse for Resale	Wine	1,050.41	167023	12/09/2024 1
Phillips Wine & Spirits	Liquor - Mdse for Resale	Wine	1,482.75	167023	12/09/2024 1
Phillips Wine & Spirits	Liquor - Mdse for Resale	Liquor	2,512.45	167023	12/09/2024 1
Phillips Wine & Spirits	Liquor - Mdse for Resale	Beer	512.50	167221	12/23/2024 1
Phillips Wine & Spirits	Liquor - Mdse for Resale	Liquor	-10.38	167023	12/09/2024 1
Phillips Wine & Spirits	Liquor - Mdse for Resale	Liquor	11,141.85	167221	12/23/2024 1
Phillips Wine & Spirits	Liquor - Mdse for Resale	Freight	3.96	167221	12/23/2024 1
Phillips Wine & Spirits	Liquor - Mdse for Resale	Freight	87.45	167221	12/23/2024 1
Phillips Wine & Spirits	Liquor - Mdse for Resale	Freight	5.94	167221	12/23/2024 1
Phillips Wine & Spirits	Liquor - Mdse for Resale	Wine	2,927.30	167221	12/23/2024 1
Phillips Wine & Spirits	Liquor - Mdse for Resale	Freight	108.90	167221	12/23/2024 1
<b>Total for Phillips Wine &amp; Spirits</b>			<b>36,769.97</b>		
<b><u>Photo Press</u></b>					
Photo Press	Liquor Store	Thanksgiving Ad Liquor Store	206.25	167091	12/12/2024 1
Photo Press	Liquor Store	Desk Calendar Ads Liquor Store	200.00	167091	12/12/2024 1
Photo Press	Liquor Store	Overpymnt Last Statement	-40.00	167179	12/20/2024 1
Photo Press	Liquor Store	Glows Puzzle Sponsor Liquor Store	30.00	167091	12/12/2024 1
Photo Press	Liquor Store	Veteran's Day Ad Sponsor Liquor Store	60.00	167091	12/12/2024 1
Photo Press	Liquor Store	Home For The Holidays 2024 Ad Liquor Store	450.00	167091	12/12/2024 1
Photo Press	Liquor Store	Holiday Gift Ideas Ad Liquor Store	30.00	167091	12/12/2024 1



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Photo Press	Building Inspection	Notice to Inspectors	142.00	167179	12/20/2024 1
Photo Press	Building Inspection	Home Inspector	142.00	167179	12/20/2024 1
Photo Press	Building Inspection	Notice to Inspectors	142.00	167179	12/20/2024 1
Photo Press	Crime Control & Investigation	Child Placement Forms Police Dept	67.50	167092	12/12/2024 1
Photo Press	Crime Control & Investigation	Envelopes Officer Beletti	21.48	167092	12/12/2024 1
		<b>Total for Photo Press</b>	<b>1,451.23</b>		
<b><u>Pitney Bowes Global Financial Service</u></b>					
Pitney Bowes Global Financial Services LLC	Crime Control & Investigation	Equip Rental Postage Meter, Scale & Label P 09/30/24 to 12/29/24	13.79	166996	12/06/2024 1
Pitney Bowes Global Financial Services LLC	Planning & Zoning	Equip Rental Postage Meter, Scale & Label P 09/30/24 to 12/29/24	22.98	166996	12/06/2024 1
Pitney Bowes Global Financial Services LLC	Data Processing	Equip Rental Postage Meter, Scale & Label P 09/30/24 to 12/29/24	13.79	166996	12/06/2024 1
Pitney Bowes Global Financial Services LLC	Building Inspection	Equip Rental Postage Meter, Scale & Label P 09/30/24 to 12/29/24	22.98	166996	12/06/2024 1
Pitney Bowes Global Financial Services LLC	Recording & Reporting	Equip Rental Postage Meter, Scale & Label P 09/30/24 to 12/29/24	22.98	166996	12/06/2024 1
Pitney Bowes Global Financial Services LLC	Economic Development	Equip Rental Postage Meter, Scale & Label P 09/30/24 to 12/29/24	22.98	166996	12/06/2024 1
Pitney Bowes Global Financial Services LLC	Parking Lots	Equip Rental Postage Meter, Scale & Label P 09/30/24 to 12/29/24	13.79	166996	12/06/2024 1
Pitney Bowes Global Financial Services LLC	Paved Streets	Equip Rental Postage Meter, Scale & Label P 09/30/24 to 12/29/24	9.19	166996	12/06/2024 1
Pitney Bowes Global Financial Services LLC	Lake Restoration	Equip Rental Postage Meter, Scale & Label P 09/30/24 to 12/29/24	13.79	166996	12/06/2024 1
Pitney Bowes Global Financial Services LLC	Fire Fighting	Equip Rental Postage Meter, Scale & Label P 09/30/24 to 12/29/24	18.38	166996	12/06/2024 1
Pitney Bowes Global Financial Services LLC	Director of Finance	Equip Rental Postage Meter, Scale & Label P 09/30/24 to 12/29/24	22.98	166996	12/06/2024 1
Pitney Bowes Global Financial Services LLC	Liquor Store	Equip Rental Postage Meter, Scale & Label P 09/30/24 to 12/29/24	13.79	166996	12/06/2024 1
Pitney Bowes Global Financial Services LLC	Engineering	Equip Rental Postage Meter, Scale & Label P 09/30/24 to 12/29/24	50.55	166996	12/06/2024 1
Pitney Bowes Global Financial Services LLC	City Manager	Equip Rental Postage Meter, Scale & Label P 09/30/24 to 12/29/24	22.98	166996	12/06/2024 1
Pitney Bowes Global Financial Services LLC	Police Administration	Equip Rental Postage Meter, Scale & Label P 09/30/24 to 12/29/24	9.19	166996	12/06/2024 1
Pitney Bowes Global Financial Services LLC	Parks	Equip Rental Postage Meter, Scale & Label P 09/30/24 to 12/29/24	18.38	166996	12/06/2024 1
Pitney Bowes Global Financial Services LLC	Airport	Equip Rental Postage Meter, Scale & Label P 09/30/24 to 12/29/24	22.98	166996	12/06/2024 1
		<b>Total for Pitney Bowes Global Financial Service</b>	<b>335.50</b>		
<b><u>PrairieLand Solid Waste Mgmt</u></b>					
PrairieLand Solid Waste Mgmt	Garbage Collection	Nov 2024 Refuse Removal	235.56	166998	12/06/2024 1
PrairieLand Solid Waste Mgmt	Garbage Collection	Nov 2024 City Wide Cleanup	2,812.50	166998	12/06/2024 1
		<b>Total for PrairieLand Solid Waste Mgmt</b>	<b>3,048.06</b>		
<b><u>Pritts-Steuber Electric Motors, Inc</u></b>					
Pritts-Steuber Electric Motors, Inc	Civil Defense	motor repair - for sirens	175.00	167049	12/10/2024 1
Pritts-Steuber Electric Motors, Inc	Parks	B38 Belt Honda Tiller	11.40	167180	12/20/2024 1
		<b>Total for Pritts-Steuber Electric Motors, Inc</b>	<b>186.40</b>		
<b><u>Public Utilities Commission</u></b>					
Public Utilities Commission	Parks	Dec 2024 Utilities	1,134.36	167228	12/23/2024 1
Public Utilities Commission	Parks	Dec 2024 801 E Margaret Utilities	132.88	167228	12/23/2024 1
Public Utilities Commission	Parks	Dec 2024 801 E Margaret Utilities	734.20	167228	12/23/2024 1
Public Utilities Commission	Parks	Dec 2024 Utilities	2,806.84	167228	12/23/2024 1
Public Utilities Commission	Parks	Dec 2024 801 E Margaret Utilities	48.58	167228	12/23/2024 1
Public Utilities Commission	Parks	Dec 2024 Utilities	1,133.46	167228	12/23/2024 1
Public Utilities Commission	Parks	Dec 2024 801 E Margaret Utilities	15.83	167228	12/23/2024 1
Public Utilities Commission	Parks	Dec 2024 Utilities	459.17	167228	12/23/2024 1
Public Utilities Commission	General Government Buildings	Dec 2024 Utilities	35.62	167228	12/23/2024 1

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Public Utilities Commission	General Government Buildings	Dec 2024 Utilities	100.32	167228	12/23/2024 1
Public Utilities Commission	General Government Buildings	Dec 2024 Utilities	1,705.49	167228	12/23/2024 1
Public Utilities Commission	Central Garage	Dec 2024 Utilities	2.38	167228	12/23/2024 1
Public Utilities Commission	Central Garage	Dec 2024 801 E Margaret Utilities	239.03	167228	12/23/2024 1
Public Utilities Commission	Animal Control	Dec 2024 Utilities	156.00	167228	12/23/2024 1
Public Utilities Commission	Animal Control	Dec 2024 Utilities	62.54	167228	12/23/2024 1
Public Utilities Commission	Animal Control	Dec 2024 Utilities	318.64	167228	12/23/2024 1
Public Utilities Commission	Animal Control	Dec 2024 Utilities	17.41	167228	12/23/2024 1
Public Utilities Commission	Airport	Dec 2024 Electric Service D Hangar	49.59	167228	12/23/2024 1
Public Utilities Commission	Airport	Dec 2024 Utilities	227.13	167228	12/23/2024 1
Public Utilities Commission	Airport	Dec 2024 Utilities	60.10	167228	12/23/2024 1
Public Utilities Commission	Airport	Dec 2024 Utilities	815.45	167228	12/23/2024 1
Public Utilities Commission	Airport	Dec 2024 Utilities	2,229.66	167228	12/23/2024 1
Public Utilities Commission	Street Lighting	Dec 2024 Utilities	2,451.05	167228	12/23/2024 1
Public Utilities Commission	Street Lighting	Dec 2024 Utilities	12.17	167228	12/23/2024 1
Public Utilities Commission	Street Lighting	Dec 2024 Utilities	5,264.96	167228	12/23/2024 1
Public Utilities Commission	Parking Lots	Dec 2024 Utilities	181.41	167228	12/23/2024 1
Public Utilities Commission	Parking Lots	Dec 2024 Utilities	249.15	167228	12/23/2024 1
Public Utilities Commission	Paved Streets	Dec 2024 Utilities	125.52	167228	12/23/2024 1
Public Utilities Commission	Lake Restoration	Dec 2024 Utilities	95.45	167228	12/23/2024 1
Public Utilities Commission	SMEC Building	Dec 2024 Utilities	150.03	167228	12/23/2024 1
Public Utilities Commission	SMEC Building	Dec 2024 Utilities	45.15	167228	12/23/2024 1
Public Utilities Commission	SMEC Building	Dec 2024 Utilities	2,658.54	167228	12/23/2024 1
Public Utilities Commission	Paved Streets	Dec 2024 Utilities	34.98	167228	12/23/2024 1
Public Utilities Commission	Paved Streets	Dec 2024 Utilities	75.71	167228	12/23/2024 1
Public Utilities Commission	Paved Streets	Dec 2024 Utilities	30.05	167228	12/23/2024 1
Public Utilities Commission	Paved Streets	Dec 2024 801 E Margaret Utilities	734.20	167228	12/23/2024 1
Public Utilities Commission	Fire Fighting	Dec 2024 Utilities	42.72	167228	12/23/2024 1
Public Utilities Commission	Fire Fighting	Dec 2024 Utilities	21.37	167228	12/23/2024 1
Public Utilities Commission	Fire Fighting	Dec 2024 Utilities	359.18	167228	12/23/2024 1
Public Utilities Commission	Fire Fighting	Dec 2024 Utilities	123.18	167228	12/23/2024 1
Public Utilities Commission	Library	Dec 2024 Utilities	41.47	167228	12/23/2024 1
Public Utilities Commission	Library	Dec 2024 Utilities	21.21	167228	12/23/2024 1
Public Utilities Commission	Library	Dec 2024 Utilities	1,851.18	167228	12/23/2024 1
Public Utilities Commission	Library	Dec 2024 Utilities	98.95	167228	12/23/2024 1
Public Utilities Commission	Aquatic Park	Dec 2024 Utilities	183.63	167228	12/23/2024 1
Public Utilities Commission	Aquatic Park	Dec 2024 Utilities	75.71	167228	12/23/2024 1
Public Utilities Commission	Aquatic Park	Dec 2024 Utilities	68.38	167228	12/23/2024 1
Public Utilities Commission	Aquatic Park	Dec 2024 Utilities	30.05	167228	12/23/2024 1
Public Utilities Commission	Liquor Store	Dec 2024 Utilities	2,045.87	167228	12/23/2024 1
Public Utilities Commission	Liquor Store	Dec 2024 Utilities	41.47	167228	12/23/2024 1
Public Utilities Commission	Liquor Store	Dec 2024 Utilities	87.13	167228	12/23/2024 1
Public Utilities Commission	General Government Buildings	Dec 2024 Utilities	41.47	167228	12/23/2024 1

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Public Utilities Commission	Liquor Store	Dec 2024 Utilities	55.88	167228	12/23/2024 1
Public Utilities Commission	Liquor Store	Dec 2024 Sprinkler System Liquor Store	75.71	167228	12/23/2024 1
		<b>Total for Public Utilities Commission</b>	<b>29,857.61</b>		
<b><u>Richards Auto Repair</u></b>					
Richards Auto Repair	Crime Control & Investigation	Tow Honda Accord FMP24-7917	185.00	167093	12/12/2024 1
		<b>Total for Richards Auto Repair</b>	<b>185.00</b>		
<b><u>Rios</u></b>					
Rios	Non-departmental	Refund Check 019243-000, 40 Downtown Plaza #3	0.11	166952	11/27/2024 1
Rios	Non-departmental	Refund Check 019243-000, 40 Downtown Plaza #3	0.06	166952	11/27/2024 1
Rios	Non-departmental	Refund Check 019243-000, 40 Downtown Plaza #3	0.11	166952	11/27/2024 1
		<b>Total for Rios</b>	<b>0.28</b>		
<b><u>River Bend Business Products</u></b>					
River Bend Business Products	Police Administration	Office Supplies	0.70	167094	12/12/2024 1
River Bend Business Products	Police Administration	Office Supplies	2.99	167094	12/12/2024 1
River Bend Business Products	City Manager	Office Supplies	1.75	167094	12/12/2024 1
River Bend Business Products	City Manager	Office Supplies	7.48	167094	12/12/2024 1
River Bend Business Products	Liquor Store	Office Supplies	2.99	167094	12/12/2024 1
River Bend Business Products	Liquor Store	Office Supplies	0.70	167094	12/12/2024 1
River Bend Business Products	Engineering	Office Supplies	3.80	167094	12/12/2024 1
River Bend Business Products	Engineering	Office Supplies	16.47	167094	12/12/2024 1
River Bend Business Products	Crime Control & Investigation	Office Supplies	1.05	167094	12/12/2024 1
River Bend Business Products	Crime Control & Investigation	Office Supplies	4.49	167094	12/12/2024 1
River Bend Business Products	Data Processing	Office Supplies	4.49	167094	12/12/2024 1
River Bend Business Products	Data Processing	Office Supplies	1.05	167094	12/12/2024 1
River Bend Business Products	Planning & Zoning	Office Supplies	7.48	167094	12/12/2024 1
River Bend Business Products	Planning & Zoning	Office Supplies	1.75	167094	12/12/2024 1
River Bend Business Products	Recording & Reporting	Office Supplies	7.48	167094	12/12/2024 1
River Bend Business Products	Recording & Reporting	Office Supplies	1.75	167094	12/12/2024 1
River Bend Business Products	Building Inspection	Office Supplies	1.75	167094	12/12/2024 1
River Bend Business Products	Building Inspection	Office Supplies	7.48	167094	12/12/2024 1
River Bend Business Products	Parking Lots	Office Supplies	2.99	167094	12/12/2024 1
River Bend Business Products	Parking Lots	Office Supplies	0.70	167094	12/12/2024 1
River Bend Business Products	Economic Development	Office Supplies	4.49	167094	12/12/2024 1
River Bend Business Products	Economic Development	Office Supplies	1.05	167094	12/12/2024 1
River Bend Business Products	Director of Finance	Office Supplies	7.48	167094	12/12/2024 1
River Bend Business Products	Director of Finance	Office Supplies	1.75	167094	12/12/2024 1
River Bend Business Products	Fire Fighting	Office Supplies	1.40	167094	12/12/2024 1
River Bend Business Products	Fire Fighting	Office Supplies	5.99	167094	12/12/2024 1
River Bend Business Products	Paved Streets	Office Supplies	2.99	167094	12/12/2024 1
River Bend Business Products	Paved Streets	Office Supplies	0.70	167094	12/12/2024 1
River Bend Business Products	Lake Restoration	Office Supplies	2.99	167094	12/12/2024 1
River Bend Business Products	Lake Restoration	Office Supplies	0.70	167094	12/12/2024 1
River Bend Business Products	Airport	Office Supplies	7.48	167094	12/12/2024 1

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River Bend Business Products	Airport	Office Supplies	1.75	167094	12/12/2024 1
River Bend Business Products	Parks	Office Supplies	1.40	167094	12/12/2024 1
River Bend Business Products	Parks	Office Supplies	5.99	167094	12/12/2024 1
<b>Total for River Bend Business Products</b>			<b>125.50</b>		
<b><u>RTT Mobile Interpretation</u></b>					
RTT Mobile Interpretation	Crime Control & Investigation	November 1-15,2024 Minutes	86.14	166999	12/06/2024 1
RTT Mobile Interpretation	Crime Control & Investigation	Nov 16 to Nov 30, 2024 Minutes Used	94.90	167095	12/12/2024 1
<b>Total for RTT Mobile Interpretation</b>			<b>181.04</b>		
<b><u>S &amp; J Excavating, Inc.</u></b>					
S & J Excavating, Inc.	Parks	Black Dirt Soccer Fields	5,040.00	166939	11/27/2024 1
<b>Total for S &amp; J Excavating, Inc.</b>			<b>5,040.00</b>		
<b><u>Schwebke</u></b>					
Schwebke	Crime Control & Investigation	Rembursement for Safety Glasses	260.88	0	12/20/2024 1
<b>Total for Schwebke</b>			<b>260.88</b>		
<b><u>Shamrock Recycling, Inc.</u></b>					
Shamrock Recycling, Inc.	Garbage Collection	Nov 20th & Nov 25th Tree Dump Cleanup	2,756.00	167181	12/20/2024 1
<b>Total for Shamrock Recycling, Inc.</b>			<b>2,756.00</b>		
<b><u>Share Corporation</u></b>					
Share Corporation	Central Garage	Cut Off Wheels, Grinding Discs	289.75	166940	11/27/2024 1
<b>Total for Share Corporation</b>			<b>289.75</b>		
<b><u>Solv Business Solutions Safeguard 23:</u></b>					
Solv Business Solutions Safeguard 233439	Director of Finance	W-2, 1099 Envelopes & Forms 2024	173.69	167182	12/20/2024 1
<b>Total for Solv Business Solutions Safeguard 23:</b>			<b>173.69</b>		
<b><u>Southern Glazer's Wine &amp; Spirits of MN</u></b>					
Southern Glazer's Wine & Spirits of MN	Liquor - Mdse for Resale	Freight	7.75	167222	12/23/2024 1
Southern Glazer's Wine & Spirits of MN	Liquor - Mdse for Resale	Freight	52.96	167222	12/23/2024 1
Southern Glazer's Wine & Spirits of MN	Liquor - Mdse for Resale	Freight	29.84	167024	12/09/2024 1
Southern Glazer's Wine & Spirits of MN	Liquor - Mdse for Resale	Wine	1,699.66	167024	12/09/2024 1
Southern Glazer's Wine & Spirits of MN	Liquor - Mdse for Resale	Freight	18.60	167024	12/09/2024 1
Southern Glazer's Wine & Spirits of MN	Liquor - Mdse for Resale	Liquor	9,922.83	167222	12/23/2024 1
Southern Glazer's Wine & Spirits of MN	Liquor - Mdse for Resale	Freight	26.74	167024	12/09/2024 1
Southern Glazer's Wine & Spirits of MN	Liquor - Mdse for Resale	Wine	2,153.80	167222	12/23/2024 1
Southern Glazer's Wine & Spirits of MN	Liquor - Mdse for Resale	Wine	1,261.12	167222	12/23/2024 1
Southern Glazer's Wine & Spirits of MN	Liquor - Mdse for Resale	Freight	32.68	167024	12/09/2024 1
Southern Glazer's Wine & Spirits of MN	Liquor - Mdse for Resale	Wine	607.86	167024	12/09/2024 1
Southern Glazer's Wine & Spirits of MN	Liquor - Mdse for Resale	Pop/Mix	54.00	167222	12/23/2024 1
Southern Glazer's Wine & Spirits of MN	Liquor - Mdse for Resale	Freight	1.55	167222	12/23/2024 1
Southern Glazer's Wine & Spirits of MN	Liquor - Mdse for Resale	Freight	32.94	167222	12/23/2024 1
Southern Glazer's Wine & Spirits of MN	Liquor - Mdse for Resale	Freight	68.20	167222	12/23/2024 1
Southern Glazer's Wine & Spirits of MN	Liquor - Mdse for Resale	Freight	157.13	167222	12/23/2024 1
Southern Glazer's Wine & Spirits of MN	Liquor - Mdse for Resale	Liquor	3,615.07	167222	12/23/2024 1
Southern Glazer's Wine & Spirits of MN	Liquor - Mdse for Resale	Liquor	2,121.86	167024	12/09/2024 1
Southern Glazer's Wine & Spirits of MN	Liquor - Mdse for Resale	Wine	608.00	167222	12/23/2024 1

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Southern Glazer's Wine & Spirits of MN	Liquor - Mdse for Resale	Liquor	2,037.69	167024	12/09/2024 1
		<b>Total for Southern Glazer's Wine &amp; Spirits of MN</b>	<b>24,510.28</b>		
<b><u>Southern MN Home Creative</u></b>					
Southern MN Home Creative	Liquor Store	Bronze Level Sponsor Nov 2024 Kid Creative Magazine	100.00	167025	12/09/2024 1
		<b>Total for Southern MN Home Creative</b>	<b>100.00</b>		
<b><u>Springbrook Holding Company, LLC</u></b>					
Springbrook Holding Company, LLC	Data Processing	Software Modules Support 2025	34,496.59	167001	12/06/2024 1
		<b>Total for Springbrook Holding Company, LLC</b>	<b>34,496.59</b>		
<b><u>Squeegee Brothers</u></b>					
Squeegee Brothers	Library	Dec 2024 Window Cleaning Library	170.00	167183	12/20/2024 1
Squeegee Brothers	General Government Buildings	City Hall Window Cleaning Out 10/21 to 11/15, Quarterly Up & In	665.00	166941	11/27/2024 1
Squeegee Brothers	General Government Buildings	Dec 2024 Window Cleaning City Hall	1,870.00	167183	12/20/2024 1
Squeegee Brothers	Airport	Monthly Window Cleaning Out & Entry & Quarterly In Airport	175.00	167096	12/12/2024 1
		<b>Total for Squeegee Brothers</b>	<b>2,880.00</b>		
<b><u>Superior Vision Insurance Inc NGLIC</u></b>					
Superior Vision Insurance Inc NGLIC	Health Insurance	December 2024 Vision Insurance Premiums	450.05	166942	11/27/2024 1
		<b>Total for Superior Vision Insurance Inc NGLIC</b>	<b>450.05</b>		
<b><u>Tallgrass Cider</u></b>					
Tallgrass Cider	Liquor - Mdse for Resale	Beer	210.00	167026	12/09/2024 1
		<b>Total for Tallgrass Cider</b>	<b>210.00</b>		
<b><u>The Brookshire Company</u></b>					
The Brookshire Company	Economic Development	My Town Docuseries (Season 2) Filming & Production of City of Fmt	10,000.00	167184	12/20/2024 1
		<b>Total for The Brookshire Company</b>	<b>10,000.00</b>		
<b><u>TimeClock Plus, LLC</u></b>					
TimeClock Plus, LLC	Crime Control & Investigation	Schedule Anywhere Employee License 11/08/24 to 07/07/2025	54.00	167185	12/20/2024 1
		<b>Total for TimeClock Plus, LLC</b>	<b>54.00</b>		
<b><u>Tonder</u></b>					
Tonder	Crime Control & Investigation	Shop W A Cop Expenses	23.49	167229	12/23/2024 1
		<b>Total for Tonder</b>	<b>23.49</b>		
<b><u>Tonneson</u></b>					
Tonneson	Building Inspection	Nov 2024 Building Official Services	3,840.00	0	12/06/2024 1
		<b>Total for Tonneson</b>	<b>3,840.00</b>		
<b><u>Total Register System</u></b>					
Total Register System	Liquor Store	Shelf Plastic Labels 250 Count Liquor Store	178.48	167027	12/09/2024 1
		<b>Total for Total Register System</b>	<b>178.48</b>		
<b><u>Tow Distributing</u></b>					
Tow Distributing	Liquor - Mdse for Resale	Beer	26,010.92	167223	12/23/2024 1
Tow Distributing	Liquor - Mdse for Resale	Beer	30,503.13	167028	12/09/2024 1
Tow Distributing	Liquor - Mdse for Resale	Liquor	2,473.65	167223	12/23/2024 1
Tow Distributing	Liquor - Mdse for Resale	Misc Merchandise For Resale Liquor Store	37.90	167223	12/23/2024 1
Tow Distributing	Liquor - Mdse for Resale	Liquor	81.40	167028	12/09/2024 1
		<b>Total for Tow Distributing</b>	<b>59,107.00</b>		
<b><u>Truck Center Companies East LLC</u></b>					

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Truck Center Companies East LLC	Road & Bridge Equipment	Type 30 Piggyback Kit #112	43.39	166943	11/27/2024 1
Truck Center Companies East LLC	Road & Bridge Equipment	Breather Base	10.84	166943	11/27/2024 1
Truck Center Companies East LLC	Road & Bridge Equipment	3 Batteries #109	280.05	166943	11/27/2024 1
Truck Center Companies East LLC	Road & Bridge Equipment	Power Window Switch #110	84.24	167097	12/12/2024 1
Truck Center Companies East LLC	Road & Bridge Equipment	12V Valu Starting Battery GRP Street #103	280.05	167002	12/06/2024 1
Truck Center Companies East LLC	Garbage Collection	Washer Fluid Tank #552	49.05	167186	12/20/2024 1
		<b>Total for Truck Center Companies East LLC</b>	<b>747.62</b>		
<b>Truman Tribune</b>					
Truman Tribune	Liquor Store	Fire Prevention Week, Fall Weddings Liquor Store ads	98.00	167029	12/09/2024 1
		<b>Total for Truman Tribune</b>	<b>98.00</b>		
<b>ULINE</b>					
ULINE	Paved Streets	Bulletin Board, Pins & Markers Street Dept	227.88	167003	12/06/2024 1
		<b>Total for ULINE</b>	<b>227.88</b>		
<b>United Hospital District, Inc</b>					
United Hospital District, Inc	Fire Fighting	Firefighter Physical Myren	334.15	167004	12/06/2024 1
		<b>Total for United Hospital District, Inc</b>	<b>334.15</b>		
<b>Verizon Wireless</b>					
Verizon Wireless	Paved Streets	Cell Phone 10/21 to 11/20/2024 Street Dept	46.39	167005	12/06/2024 1
Verizon Wireless	Building Inspection	Cell Phone 10/21 to 11/20/2024 Bldg Insp	46.39	167005	12/06/2024 1
Verizon Wireless	Crime Control & Investigation	Cell Phones 10/21 to 11/20/2024 Police Dept	1,384.31	167005	12/06/2024 1
Verizon Wireless	Data Processing	Backup Router 10/24 to 11/23/2024	10.02	167005	12/06/2024 1
Verizon Wireless	Planning & Zoning	Cell Phones 10/21 to 11/20/2024 Planning & Zoning	87.78	167005	12/06/2024 1
Verizon Wireless	City Manager	Cell Phone 10/21 to 11/20/2024 City Admin	46.39	167005	12/06/2024 1
Verizon Wireless	Aquatic Park	Cell Phone 10/21 to 11/20/2024 City Clerk	46.39	167005	12/06/2024 1
Verizon Wireless	Human Resources	Cell Phone 10/21 to 11/20/2024 Human Resources	41.39	167005	12/06/2024 1
Verizon Wireless	Engineering	Cell Phones 10/21 to 11/20/2024 Engineering	255.59	167005	12/06/2024 1
Verizon Wireless	Airport	Cell Phone 10/21 to 11/20/2024 Airport	46.39	167005	12/06/2024 1
Verizon Wireless	Parks	Cell Phones 10/21 to 11/20/2024 Park Dept	92.78	167005	12/06/2024 1
		<b>Total for Verizon Wireless</b>	<b>2,103.82</b>		
<b>Vestis</b>					
Vestis	Parks	Cleaning Supplies	25.14	167098	12/12/2024 1
Vestis	Parks	Cleaning Supplies Park Dept	25.13	167187	12/20/2024 1
Vestis	Parks	Cleaning Supplies Park Dept	25.13	166944	11/27/2024 1
Vestis	Parks	Cleaning Supplies Park Dept	25.14	167006	12/06/2024 1
Vestis	Parks	Unapplied Payment	-30.83	167098	12/12/2024 1
Vestis	Central Garage	Launder Uniforms For Mechanics	50.19	166944	11/27/2024 1
Vestis	Central Garage	Launder Uniforms for Mechanics	50.19	167098	12/12/2024 1
Vestis	Central Garage	Launder Uniforms For Mechanics	50.19	167006	12/06/2024 1
Vestis	Central Garage	Launder Uniformas For Mechanics	50.19	167187	12/20/2024 1
Vestis	Central Garage	Launder Uniforms for Mechanics	51.19	167098	12/12/2024 1
Vestis	Paved Streets	Cleaning Supplies Street Dept	25.14	166944	11/27/2024 1
Vestis	Paved Streets	Cleaning Supplies	25.13	167098	12/12/2024 1
Vestis	Paved Streets	Cleaning Supplies Street Dept	25.13	167006	12/06/2024 1



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Vestis	Paved Streets	Cleaning Supplies Street Dept	25.14	167187	12/20/2024 1
Vestis	Paved Streets	Unapplied Payment	-30.82	167098	12/12/2024 1
<b>Total for Vestis</b>			<b>391.38</b>		
<b><u>Viesselman</u></b>					
Viesselman	Human Resources	Tuition Reimbursement 2024 Operations Mgmt Class	1,000.00	0	12/06/2024 1
<b>Total for Viesselman</b>			<b>1,000.00</b>		
<b><u>Vinocopia, Inc</u></b>					
Vinocopia, Inc	Liquor - Mdse for Resale	Liquor	99.25	167030	12/09/2024 1
Vinocopia, Inc	Liquor - Mdse for Resale	Freight	2.50	167030	12/09/2024 1
Vinocopia, Inc	Liquor - Mdse for Resale	Freight	12.00	167030	12/09/2024 1
Vinocopia, Inc	Liquor - Mdse for Resale	Liquor	613.00	167030	12/09/2024 1
Vinocopia, Inc	Liquor - Mdse for Resale	Wine	272.00	167030	12/09/2024 1
<b>Total for Vinocopia, Inc</b>			<b>998.75</b>		
<b><u>Visit Fairmont</u></b>					
Visit Fairmont	CVB	Hotel/Motel Tax Oct 2024 Due by Nov 20,2024 \$11,339.54 Less 5%	10,772.56	167099	12/12/2024 1
<b>Total for Visit Fairmont</b>			<b>10,772.56</b>		
<b><u>Voss Cleaning Services, Inc.</u></b>					
Voss Cleaning Services, Inc.	Fire Fighting	Janitorial Service Dec 2024 Fire Dept	389.00	167100	12/12/2024 1
Voss Cleaning Services, Inc.	Library	Janitorial Services Martin County Library	995.00	167007	12/06/2024 1
Voss Cleaning Services, Inc.	SMEC Building	Janitorial Service & Cleaning Supplies SMEC	1,425.22	167007	12/06/2024 1
Voss Cleaning Services, Inc.	Paved Streets	Janitorial & Rug Service, Floors Cleaned in Hallways & Breakroom	375.00	167007	12/06/2024 1
Voss Cleaning Services, Inc.	General Government Buildings	Janitorial & Rug Service Dec 2024 City Hall	814.00	167007	12/06/2024 1
Voss Cleaning Services, Inc.	Parks	Janitorial & Rug Service, Floors Cleaned in Hallways & Breakroom	375.00	167007	12/06/2024 1
Voss Cleaning Services, Inc.	Airport	Dec 2024 Janitorial & Rug Service Airport	316.00	167188	12/20/2024 1
<b>Total for Voss Cleaning Services, Inc.</b>			<b>4,689.22</b>		
<b><u>Waseca Chrysler Center</u></b>					
Waseca Chrysler Center	Crime Control & Investigation	Multi Point Insp, Broken Ground Wire To The RHF Rear Left PD10	432.22	167008	12/06/2024 1
<b>Total for Waseca Chrysler Center</b>			<b>432.22</b>		
<b><u>Wex Health, Inc.</u></b>					
Wex Health, Inc.	Health Insurance	Nov 2024 Admin Fees	156.75	0	12/18/2024 1
<b>Total for Wex Health, Inc.</b>			<b>156.75</b>		
<b><u>Wine Merchants</u></b>					
Wine Merchants	Liquor - Mdse for Resale	Freight	1.98	167031	12/09/2024 1
Wine Merchants	Liquor - Mdse for Resale	Wine	232.00	167224	12/23/2024 1
Wine Merchants	Liquor - Mdse for Resale	Wine	120.00	167031	12/09/2024 1
Wine Merchants	Liquor - Mdse for Resale	Freight	39.60	167224	12/23/2024 1
Wine Merchants	Liquor - Mdse for Resale	Freight	1.98	167224	12/23/2024 1
Wine Merchants	Liquor - Mdse for Resale	Wine	2,250.22	167224	12/23/2024 1
<b>Total for Wine Merchants</b>			<b>2,645.78</b>		
<b><u>Yeager Implement, Inc.</u></b>					
Yeager Implement, Inc.	Road & Bridge Equipment	Exhaust Tube #126	107.16	167189	12/20/2024 1
Yeager Implement, Inc.	Road & Bridge Equipment	Door Support #126 Streets	60.81	167010	12/06/2024 1
<b>Total for Yeager Implement, Inc.</b>			<b>167.97</b>		

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

From: 11/27/2024

To: 12/31/2024



<u>Vendor</u>	<u>Department</u>	<u>Description</u>	<u>Amount</u>	<u>Check Number</u>	<u>Check Date</u>
<b><u>Zamora</u></b>					
Zamora	Non-departmental	Refund Check 018194-001, 71 E Ken Rue Lane	0.01	167262	12/31/2024 1
Zamora	Non-departmental	Refund Check 018194-001, 71 E Ken Rue Lane	0.16	167262	12/31/2024 1
Zamora	Non-departmental	Refund Check 018194-001, 71 E Ken Rue Lane	0.10	167262	12/31/2024 1
Zamora	Non-departmental	Refund Check 018194-001, 71 E Ken Rue Lane	0.15	167262	12/31/2024 1
		<b>Total for Zamora</b>	<b>0.42</b>		
<b><u>Zarling, Julie</u></b>					
Zarling, Julie	Health Insurance	Supplies for Biometric Screenings	72.68	0	11/27/2024 1
		<b>Total for Zarling, Julie</b>	<b>72.68</b>		
			<b>1,089,022.37</b>		