

AGENDA
SARTELL CITY COUNCIL
SPECIAL MEETING
Monday, June 22, 2015
Sartell City Hall
6:00 P.M.

- 1. PLEDGE OF ALLEGIANCE**
- 2. AGENDA REVIEW AND ADOPTION**
- 3. OPEN FORUM/PUBLIC COMMENT** *(up to 5 speakers allowed for up to 3 minutes each – no Council response or action is given to open forum comments other than possible referral to City staff or a City Board/Commission)*
- 4. APPROVAL OF CITY COUNCIL MINUTES**
 - a. June 8, 2015 - Regular Meeting
- 5. CONSENT AGENDA**
 - a. Approval of voucher payments
 - b. Approval of Resolution for Advance of MSA Funds
 - c. Approval of Resolution Authorizing Abatement
 - d. Appointment of Utility Systems Operator
 - e. Approval to order budgeted Fire Department computer replacements (trucks 22 & 29)
 - f. Calling public hearing(s) on a Rezoning and Land Use Amendment
 - g. Calling public hearing for a Subdivision Ordinance Amendment
- 6. OLD BUSINESS**
 - a. Community Center
- 7. ADJOURN**

June 8, 2015

**CITY COUNCIL MEETING
MINUTES OF JUNE 8, 2015**

Pursuant to due call and notice thereof, a regular meeting of the Sartell City Council was held on June 8, 2015 in the Council Chambers of Sartell City Hall. Mayor Sarah Jane Nicoll called the meeting to order at 7:00 p.m.

COUNCIL PRESENT: Mayor Nicoll, Council members: Braig-Lindstrom, Hennes, Lynch, Peterson
ABSENT: None
ALSO PRESENT: Mary Degiovanni, City Administrator
Anita Rasmussen, Community Development Director
Jim Hughes, Police Chief
Brad Borders, Public Works Director
Mike Nielson, Engineer
Judy Molitor, Recording Secretary

PLEDGE OF ALLEGIANCE
AGENDA REVIEW AND ADOPTION

A MOTION WAS MADE BY COUNCIL MEMBER BRAIG-LINDSTROM AND SECONDED BY MEMBER PETERSON APPROVING THE AGENDA AS PRESENTED. THE MOTION CARRIED UNANIMOUSLY.

OPEN FORUM/PUBLIC COMMENT
None

SPECIAL PRESENTATIONS

- a. **Informational Presentation on proposed Central MN Housing Partnership project**
Related Action Item: Consideration of Housing Support Resolution

Representatives of Central MN Housing Partnership presented a summary of the proposed 43 workforce housing townhome units consisting of one, two and three bedrooms for construction. Provided the financing is received, construction could start in 2016 with occupancy by 2017. Support for the resolution was requested. Chief Hughes explained briefly the requirements for Crime free housing which is consistent with Central MN Housing Partnership management practices.

A MOTION WAS MADE BY COUNCIL MEMBER PETERSON AND SECONDED BY MEMBER HENNES APPROVING RESOLUTION 53-2015 SUPPORTING A MULTIFAMILY (TOWNHOME) HOUSING DEVELOPMENT IN THE CITY OF SARTELL. THE MOTION CARRIED UNANIMOUSLY.

- b. **Informational Presentation on Silent Crossing Project**
Related Action Item: Consideration of financial support to project

Members of the Residents committee for Silent Crossing Project presented their request for a quiet rail zone at Benton County 55 and NE River Road located within the City of Sartell on the border with Sauk Rapids Township. The City of Sartell is asked to fund up to \$42,500 to help cover costs not raised by the

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Township, donations, or from contract and engineering work which already has been donated to the project.

A MOTION WAS MADE BY COUNCIL MEMBER HENNES AND SECONDED BY MEMBER BRAIG-LINDSTROM APPROVING \$42,500 FINANCIAL SUPPORT TO THE SILENT CROSSING PROJECT, SUBJECT TO THE FOLLOWING:

- Benton County will administer the bidding/contract process
- City money will be paid to Benton County after a bid opening showing the project can be completed with the committed funding
- Any cost savings achieved or donations received over and above the \$5,000 donations toward the Township match will be used to reduce the City's \$42,500 contribution

THE MOTION CARRIED UNANIMOUSLY.

c. Apple Duathlon Presentation

Apple Duathlon Race Directors were on hand to extend special thanks to the City of Sartell, Staff, Public Works Department and the Police Department for all their help and support for the race. Mayor Nicoll thanked all the volunteers for all they do to successfully hold this event in Sartell every year.

APPROVAL OF CITY COUNCIL MINUTES

- a. May 26, 2015 – Regular Meeting

A MOTION WAS MADE BY COUNCIL MEMBER LYNCH AND SECONDED BY MEMBER PETERSON APPROVING THE MINUTES AS PRESENTED. THE MOTION CARRIED UNANIMOUSLY.

CONSENT AGENDA

- a. May Building Permit Activity Report – Acceptance
- b. May inspections Activity Report – Acceptance
- c. May Technology Report – Acceptance
- d. Approval of Voucher Payments
- e. Approval of City Interview Committee for Fire Chief
- f. Approval to take applications to fill Park Commission vacancy
- g. Approval of 2016 Budget Schedule
- h. Approval of Fund Transfers
- ~~i. Resolution Approving SRTS 2nd Street Sidewalk Plans and Authorizing Bids~~
- j. Approval of Resolution for Advance of MSA Funds
- k. Approval of EA Update for 4th/50th Avenue
- l. Approval of Special Event Permit – Rock 'N Block
- m. Calling Special meeting (televised) on June 22, 2015 at 6 pm

Council member Braig-Lindstrom removed item 6i for separate discussion.

A MOTION WAS MADE BY COUNCILMEMBER BRAIG-LINDSTROM AND SECONDED BY MEMBER HENNES APPROVING CONSENT AGENDA ITEMS 6a TO 6m, REMOVING 6i FOR SEPARATE DISCUSSION. THE MOTION CARRIED UNANIMOUSLY.

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Consent Agenda 6i

Resolution Approving SRTS 2nd Street Sidewalk Plans and Authorizing Bids

Council member Braig-Lindstrom verified that, in the process of installing a sidewalk along 2nd Street, every effort will be made to save the large tree on the south side of 2nd Street near the wetland. City Engineer verified that a 5 foot sidewalk is planned to go around the large tree on 2nd Street while the rest of the sidewalk will be 7 feet wide.

A MOTION WAS MADE BY COUNCIL MEMBER BRAIG-LINDSTROM AND SECONDED BY MEMBER PETERSON APPROVING CONSENT AGENDA ITEM 6i. THE MOTION CARRIED UNANIMOUSLY.

PUBLIC HEARINGS

**A. Rezoning, Preliminary Plat – Providence
(Requested Action by Developer to Postpone Public Hearing to July 13, 2015)**

Planning and Community Development Director Rasmussen presented the request from the developer to postpone the consideration of rezoning and preliminary plat of Providence to the July 13, 2015 meeting.

A MOTION WAS MADE BY COUNCIL MEMBER LYNCH AND SECONDED BY MEMBER HENNES TO POSTPONE THE PUBLIC HEARING TO CONSIDER REZONING AND THE PRELIMINARY PLAT OF PROVIDENCE TO JULY 13, 2015 AT THE REQUEST OF THE DEVELOPER. THE MOTION CARRIED UNANIMOUSLY.

B. Abatement Bonds

City Administrator Degiovanni presented the request to approve bonding to finance Pinecone Road work.

Mayor Nicoll opened the public hearing at 7:38 p.m., there were no comments from the public or written comments received and the hearing was closed.

A MOTION WAS MADE BY COUNCIL MEMBER HENNES AND SECONDED BY MEMBER LYNCH APPROVING RESOLUTION 47-2015 PROVIDING FOR THE SALE OF \$5,500,000 GENERAL OBLIGATION TAX ABATEMENT BONDS SERIES 2015A.

UPON VOTE BEING TAKEN, THE FOLLOWING VOTED:

AYE: MAYOR NICOLL, COUNCIL MEMBERS: HENNES, LYNCH, PETERSON

NAY: MEMBER BRAIG-LINDSTROM

MOTION CARRIED

A MOTION WAS MADE BY COUNCIL MEMBER LYNCH AND SECONDED BY MEMBER HENNES ADOPTING RESOLUTION 48-2015 AUTHORIZING INTERFUND LOAN.

UPON VOTE BEING TAKEN, THE FOLLOWING VOTED:

AYE: MAYOR NICOLL, COUNCIL MEMBERS: HENNES, LYNCH, PETERSON

NAY: MEMBER BRAIG-LINDSTROM

MOTION CARRIED

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C. Assessment of Delinquent Accounts

Administrator Degiovanni presented information on delinquent accounts to be put on next year's tax rolls in accordance with MN Statutes. Mayor Nicoll opened the public hearing at 7:40 p.m., no public or written comments were received and the hearing was closed.

A MOTION WAS MADE BY COUNCIL MEMBER PETERSON AND SECONDED BY MEMBER BRAIG-LINDSTROM APPROVING THE ASSESSMENT OF DELINQUENT ACCOUNTS. THE MOTION CARRIED UNANIMOUSLY.

D. City Code Amendment re Council Meetings

City Administrator Degiovanni explained the revised ordinance changes to keep our Code consistent with statutory language and which are more consistent with some model cities regarding City Council meeting requirements.

Mayor Nicoll opened the public hearing at 7:43 p.m. There were no comments from the public or written comments received and the hearing was closed.

Council member Peterson believes the City should hold at least 2 regular meetings a month and also expressed concern of notices for special meetings given to Council members in a timely manner.

A MOTION WAS MADE BY COUNCIL MEMBER LYNCH AND SECONDED BY MEMBER HENNES APPROVING ORDINANCE AND SUMMARY ORDINANCE 15-08.

UPON VOTE BEING TAKEN THE FOLLOWING VOTED:

AYE: MAYOR NICOLL, COUNCIL MEMBERS: BRAIG-LINDSTROM, HENNES, LYNCH

NAY: COUNCIL MEMBER PETERSON

MOTION CARRIED

A MOTION WAS MADE BY COUNCIL MEMBER HENNES AND SECONDED BY MEMBER BRAIG-LINDSTROM APPROVING RESOLUTION 50-15 SETTING COUNCIL MEETING DATES FOR 2015.

UPON VOTE BEING TAKEN THE FOLLOWING VOTED:

AYE: MAYOR NICOLL, COUNCIL MEMBERS: BRAIG-LINDSTROM, HENNES, LYNCH

NAY: COUNCIL MEMBER PETERSON

MOTION CARRIED

E. Annual MS4 Report

Anita Rasmussen, Community Development Director, presented the Annual MS4 report and explained the requirements to hold a public hearing.

Mayor Nicoll opened the public hearing at 7:53 p.m., no comments were heard or written comments received, the hearing was closed.

A MOTION WAS MADE BY COUNCIL MEMBER HENNES AND SECONDED BY MEMBER PETERSON APPROVING RESOLUTION 51-2015, STORMWATER POLLUTION PREVENTION PLAN AND REPORT.

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THE MOTION CARRIED UNANIMOUSLY.

OLD BUSINESS

A. Approval of Pinecone Road Phase 2 Plans & Authorize Bids

City Engineer Nielson requested approval of plans and specs and authorization of bids for Pinecone Road Improvements at the intersections of Heritage Drive and Scout Drive. Members discussed the plans and consensus was that the Engineer would try to obtain the right of way necessary for a trail on the north side of Heritage east of Pinecone Road.

A MOTION WAS MADE BY COUNCIL MEMBER LYNCH AND SECONDED BY MEMBER HENNES APPROVING RESOLUTION 46-2015, ACCEPTING THE PLANS AND SPECIFICATIONS AND ORDERING THE AD FOR BID FOR PINECONE ROAD IMPROVEMENTS. THE MOTION CARRIED UNANIMOUSLY.

B. Pinecone Regional Parking Lot

Engineer Nielson presented a proposal for engineering work for Pinecone Regional Parking lot drainage design and wetland delineation work needed to provide for any use of space in the future at this Park. If approved, approximately \$21,500 engineering costs would come from Public Improvement Revolving Fund.

Council member Hennes expressed concern of the low elevation of the land and also suggested to wait until information on a future Community Center location is approved.

A MOTION WAS MADE BY COUNCIL MEMBER PETERSON AND SECONDED BY BRAIG-LINDSTROM APPROVING THE ENGINEERING PROPOSAL OF \$21,500 FOR SURVEY, DRAINAGE DESIGN AND WETLAND DELINEATION WORK.

UPON VOTE BEING TAKEN, THE FOLLOWING VOTED:

AYE: MAYOR NICOLL, COUNCIL MEMBERS: BRAIG-LINDSTROM, LYNCH, PETERSON

NAY: COUNCIL MEMBER HENNES

MOTION CARRIED

NEW BUSINESS

A. Final Plat – Savanna Oaks Second Addition

Anita Rasmussen, Community Development Director, presented the final plat of Savanna Oaks Second Addition. Planning Commission and Staff recommends approving the final plat provided the conditions listed on the resolution are met.

A MOTION WAS MADE BY COUNCIL MEMBER PETERSON AND SECONDED BY MEMBER LYNCH APPROVING THE FINAL PLAT OF SAVANNA OAKS SECOND ADDITION. THE MOTION CARRIED UNANIMOUSLY.

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DEPARTMENT REPORTS

a. Police Department Monthly Report

Chief Hughes presented his monthly memo and updated the Council on the upcoming Police Activity League (PAL) activities and thanked ARRAY Services for their donation to the PAL program. Cook-out with Cops is scheduled for August 27th at St. Francis Church.

b. Fire Department Monthly Report

The Fire Department report was included with the packets for Council review. Council member Peterson confirmed that site plans are reviewed by Fire and that the Fire Department will recommend firefighting equipment needs to serve all buildings.

c. Public Works Monthly Report

Director Borders presented his monthly report and mentioned that the department is busy getting things ready for Summerfest.

d. City Engineer Monthly Report

Engineer Nielson presented his monthly memorandum. Nielson talked about holding an informational meeting at City Hall on Wednesday night, June 10th, for businesses along Pinecone Road to explain accesses to their businesses during the construction on Pinecone Road.

Nielson requested approval of an exemption from the noise ordinance (noise after 11 p.m.) during the construction on Pinecone Road, should the contractors need to cut/saw concrete after 11 p.m.

A MOTION WAS MADE BY COUNCIL MEMBER HENNES AND SECONDED BY MEMBER BRAIG-LINDSTROM WAIVING THE NOISE ORDINANCE TIMEFRAME FOR THE CONTRACTORS WORKING ON PINECONE ROAD CONSTRUCTION. THE MOTION CARRIED UNANIMOUSLY.

e. Planning & Community Development Director Monthly Report

Director Rasmussen presented her monthly report. Rasmussen also recognized ET Manufacturing for their recent Award.

f. City Administrator Monthly Report

Administrator Degiovanni presented her monthly report and reminded the Council of a special meeting on June 22, 2015 at 6 p.m. to discuss the Community Center.

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CITY COUNCIL UPDATE – MISCELLANEOUS BUSINESS

Council members gave updates on various meetings and community events.

ADJOURN

A MOTION WAS MADE BY COUNCIL MEMBER BRAIG-LINDSTROM AND SECONDED BY MEMBER HENNES TO ADJOURN THE MEETING AT 8:35 P.M. THE MOTION CARRIED UNANIMOUSLY.

Minutes By:

**Judy Molitor
Recording Secretary**

**Sarah Jane Nicoll
Mayor**

Vendor Transactions-Agenda Packet

CHECK	Check Date	Batch Name	Invoice	Amount	Comments
Search Name AFFILIATED EMERGENCY VET SERV					
		0615PD02	166665	\$116.00	EMERGENCY EXAM-15903802
Search Name AFFILIATED EMERGENCY VET SERV					
				\$116.00	
Search Name AMERICAN DOOR WORKS					
		0615PD02	0153099-IN	\$96.00	TRANSMITTER-PD
Search Name AMERICAN DOOR WORKS					
				\$96.00	
Search Name AMERIPRIDE LINEN/APPAREL SERV					
		0615PW02	2200654455	\$40.77	UNIFORMS
		0615PW02	2200654455	\$13.70	UNIFORMS
		0615PW02	2200654455	\$21.23	UNIFORMS
		0615PW02	2200654455	\$6.81	UNIFORMS
		0615PW02	2200654455	\$19.45	MATS,TOWELS,MOPS-MAINT
		0615PW02	2200657333	\$40.77	UNIFORMS
		0615PW02	2200657333	\$13.70	UNIFORMS
		0615PW02	2200657333	\$21.23	UNIFORMS
		0615PW02	2200657333	\$6.81	UNIFORMS
		0615PW02	2200657333	\$153.91	MATS,TOWELS,MOPS-MAINT
		0615PW02	2200657334	\$30.66	TOWELS,MOPS,MATS-MAINT
		0615ADM02	2200657342	\$39.21	TOWELS,MATS-HALL
Search Name AMERIPRIDE LINEN/APPAREL SERV					
				\$408.25	
Search Name AMO, MICHAEL B					
067264	6/4/2015	0615PPD02	10915	\$7,800.00	AIM ROAD CONDEMNATION-AIM PARC
Search Name AMO, MICHAEL B					
				\$7,800.00	
Search Name BRAUN INTERTEC					
		0615ADM02	B027941	\$2,113.00	PINECONE RD RESURFACING
Search Name BRAUN INTERTEC					
				\$2,113.00	
Search Name CDW GOVERNMENT, INC.					
		0615PD02	VV73594	\$597.12	LAPTOP-DUI FORF
Search Name CDW GOVERNMENT, INC.					
				\$597.12	
Search Name CENTRAL HYDRAULICS INC					
		0615PW02	0068143	\$23.77	SUPPLIES-SHOP
Search Name CENTRAL HYDRAULICS INC					
				\$23.77	
Search Name CENTRAL LOCKSMITHS					
		0615PD02	122549	\$195.00	REPAIRS-PD BLDG
Search Name CENTRAL LOCKSMITHS					
				\$195.00	
Search Name CHARTER COMMUNICATIONS					
067353	6/12/2015	0615PPD02	835230105019832	\$67.39	INTERNET/TV SERV-MAINT
067353	6/12/2015	0615PPD02	835230105029623	\$70.00	INTERNET SERV-PD
Search Name CHARTER COMMUNICATIONS					
				\$137.39	
Search Name CHRISTENSEN, KYLE					
		0615ADM02	060815	\$43.13	MILEAGE-BLDG OFFICIALS MTG
Search Name CHRISTENSEN, KYLE					
				\$43.13	
Search Name COMDATA(COBORNS-PD)					
		0615PD02	525281	\$13.65	SUPPLIES-PAL
Search Name COMDATA(COBORNS-PD)					
				\$13.65	

Vendor Transactions-Agenda Packet

CHECK	Check Date	Batch Name	Invoice	Amount	Comments
Search Name DEPARTMENT OF FINANCE/TREASURY					
		0615PD02	14906173	\$74.80	ADMIN FORFEITURE PROP
		0615PD02	14908706	\$138.00	ADMIN FORFEITURE PROP
Search Name DEPARTMENT OF FINANCE/TREASURY				\$212.80	
Search Name DESIGN ELECTRIC INC					
		0615ADM02	21336	\$172.80	PC CENTRAL PARK-FAN
		0615PW02	21368	\$102.00	REPAIRS-GARAGE
		0615PW02	21369	\$75.36	LOCATES
Search Name DESIGN ELECTRIC INC				\$350.16	
Search Name DRSC CONCRETE INC					
067349	6/12/2015	0615PPD02	3	\$7,198.50	BERNICK'S ARENA
Search Name DRSC CONCRETE INC				\$7,198.50	
Search Name EFTPS VOICE RESPONSE SYSTEM					
002562E	6/9/2015	0615PPD02	06-05-2015	\$3,534.24	06/05 EMPLOYEE FICA
002562E	6/9/2015	0615PPD02	06-05-2015	\$9,725.94	06/05 FED TAX W/HELD
002562E	6/9/2015	0615PPD02	06-05-2015	\$3,534.24	06/05 EMPLOYER FICA
002562E	6/9/2015	0615PPD02	06-05-2015	\$1,390.48	06/05 EMPLOYEE MEDICARE
002562E	6/9/2015	0615PPD02	06-05-2015	\$1,390.48	06/05 EMPLOYER MEDICARE
Search Name EFTPS VOICE RESPONSE SYSTEM				\$19,575.38	
Search Name EMERGENCY MEDICAL PRODUCTS,INC					
		0615PD02	1741440	\$32.44	OSHA EQUIP-PD
		0615PD02	1743003	\$55.29	OSHA SUPPLIES-PD
Search Name EMERGENCY MEDICAL PRODUCTS,INC				\$87.73	
Search Name EMERGENCY RESPONSE SOLUTIONS					
		0615FD02	4049	\$11.91	REPAIRS-SCBA
Search Name EMERGENCY RESPONSE SOLUTIONS				\$11.91	
Search Name GALLS INC					
		0615PD02	003579592	\$353.90	SUPPLIES-PD
		0615PD02	003580014	\$73.11	SUPPLIES-PD
Search Name GALLS INC				\$427.01	
Search Name GATR OF SAUK RAPIDS					
		0615PW02	01P126104	\$55.10	REPAIRS-EQUIP
		0615PW02	01P127337	\$173.88	REPAIRS-COMPOST TURNER
		0615PW02	01P128135	\$1,040.74	REPAIRS-DUMP TRUCK
		0615PW02	01P128509	\$1,296.69	REPAIRS-DUMP TRUCK
		0615PW02	01P128529	\$82.24	REPAIRS-DUMP TRUCK
Search Name GATR OF SAUK RAPIDS				\$2,648.65	
Search Name GREENKEEPERS LAWN & LANDSCAPE					
		0615PW02	2100	\$4,393.82	PINECONE PARK MAINT
Search Name GREENKEEPERS LAWN & LANDSCAPE				\$4,393.82	
Search Name HANDYMAN S INC.					
		0615PW02	410307	\$175.69	REPAIRS-WATER
Search Name HANDYMAN S INC.				\$175.69	
Search Name HEALTHPARTNERS					
		0615ADM02	59471325	\$872.90	EMPLOYEE HEALTH INSURANCE
		0615ADM02	59471325	\$3,142.37	EMPLOYEE HEALTH INSURANCE

Vendor Transactions-Agenda Packet

CHECK	Check Date	Batch Name	Invoice	Amount	Comments
		0615ADM02	59471325	\$718.96	EMPLOYEE HEALTH INSURANCE
		0615ADM02	59471325	\$11,857.41	EMPLOYEE HEALTH INSURANCE
		0615ADM02	59471325	\$476.93	EMPLOYEE HEALTH INSURANCE
		0615ADM02	59471325	\$285.58	EMPLOYEE HEALTH INSURANCE
		0615ADM02	59471325	\$515.02	EMPLOYEE HEALTH INSURANCE
		0615ADM02	59471325	\$2,117.44	EMPLOYEE HEALTH INSURANCE
		0615ADM02	59471325	\$2,106.02	EMPLOYEE HEALTH INSURANCE
		0615ADM02	59471325	\$3,898.70	EMPLOYEE CONTR TO INS
Search Name HEALTHPARTNERS				\$25,991.33	
Search Name HMA ARCHITECTS LTD					
		0615ADM02	1440-1	\$7,330.00	COMMUNITY CENTER
Search Name HMA ARCHITECTS LTD				\$7,330.00	
Search Name INDEPENDENT SCHOOL DISTRICT 748					
		0615PW02	05-2015	\$4,751.03	FUELS-MAINT
		0615FD02	05-2015	\$116.57	FUELS-FD
		0615ADM02	05-2015	\$119.51	FUELS-INSPECTIONS
		0615PD02	05-2015	\$2,864.31	FUELS-PD
		0615ADM02	2015GARAGE SAL	\$111.31	GARAGE SALE PROCEEDS
Search Name INDEPENDENT SCHOOL DISTRICT 748				\$7,962.73	
Search Name ING INSTITUTIONAL PLAN SERV LL					
002561E	6/8/2015	0615PPD02	06-05-2015	\$184.62	06/05 EMPLOYER CONTR TO PENSION-A
002561E	6/8/2015	0615PPD02	06-05-2015	\$2,139.13	06/05 PAYROLL DEDUCTION
002560E	6/8/2015	0615PPD02	06-05-2015	\$2,564.09	06/05 PAYROLL DEDUCTION
Search Name ING INSTITUTIONAL PLAN SERV LL				\$4,887.84	
Search Name INNOVATIVE OFFICE SOLUTIONS LL					
		0615PD02	IN0806129	\$62.44	SUPPLIES-PAL
		0615PD02	IN0806129	\$153.98	OFFICE SUPPLIES-PD
		0615PD02	IN0807729	\$65.73	OFFICE SUPPLIES-PD
		0615PD02	IN0810374	\$35.33	OFFICE SUPPLIES-PD
		0615PD02	SCN-031864	-\$35.95	OFFICE SUPPLIES-PD
Search Name INNOVATIVE OFFICE SOLUTIONS LL				\$281.53	
Search Name INTERSTATE ALL BATTERY CTR					
		0615PD02	1922301002267	\$32.00	BATTERIES-PD
		0615PD02	1922301002326	\$15.50	BATTERY-PD
		0615PW02	1922302000419	\$40.00	REPAIRS-COMPOST
Search Name INTERSTATE ALL BATTERY CTR				\$87.50	
Search Name JOHN DEERE LANDSCAPES INC					
		0615PW02	71642520	\$76.64	IRRIGATION REPAIRS-PARKS
		0615PW02	72090489	\$115.58	IRRIGATION REPAIRS-PARKS
		0615PW02	72090489	\$106.20	SEED-PARKS
Search Name JOHN DEERE LANDSCAPES INC				\$298.42	
Search Name KEEPRS INC					
		0615PD02	272583-80	-\$47.99	UNIFORMS-CSO
		0615PD02	277775	\$12.39	CLOTHING-RESERVES
		0615PD02	278426	\$40.45	UNIFORMS-PD
Search Name KEEPRS INC				\$4.85	
Search Name KLINGEL, PEG					
		0615ADM02	1304 SCOUT DR	\$186.29	REIMB-OVERPAY UTIL BILL

Vendor Transactions-Agenda Packet

CHECK	Check Date	Batch Name	Invoice	Amount	Comments
Search Name KLINGEL, PEG				\$186.29	
Search Name KLM ENGINEERING INC					
		0615PW02	5632	\$5,000.00	INSP SERV-ESCROW TMOBILE
Search Name KLM ENGINEERING INC				\$5,000.00	
Search Name KUNKEL, LINDA					
		0615ADM02	080115	\$1.84	REIMB-TAX
		0615ADM02	080115	\$25.00	REIMB-PARK SHELTER RENTAL
Search Name KUNKEL, LINDA				\$26.84	
Search Name LAWSON PRODUCTS INC					
		0615PW02	9303331205	\$272.02	SUPPLIES-SHOP
Search Name LAWSON PRODUCTS INC				\$272.02	
Search Name MACQUEEN EQUIPMENT INC					
		0615PW02	2153514	\$840.00	REPAIRS-SWEEPERS
Search Name MACQUEEN EQUIPMENT INC				\$840.00	
Search Name MAGNETIC SPARK					
		0615PD02	002905	\$1,239.90	T SHIRTS-PAL
Search Name MAGNETIC SPARK				\$1,239.90	
Search Name MATT HEINENS EMERGENCY VEHICLE					
		0615PD02	345	\$1,042.25	NEW SQUAD INSTALL
		0615PD02	348	\$1,042.25	NEW SQUAD INSTALL
Search Name MATT HEINENS EMERGENCY VEHICLE				\$2,084.50	
Search Name MCFOA					
		0615ADM02	2015-2016	\$35.00	MEMBERSHIP-SCHUPP
Search Name MCFOA				\$35.00	
Search Name MID MN CODE ENFORCEMENT INC					
		0615ADM02	MAY-15	\$2,675.00	BLDG INSPECTION-MAY
Search Name MID MN CODE ENFORCEMENT INC				\$2,675.00	
Search Name MILLER, KATHERINE					
		0615ADM02	245 KINGS CT	\$205.24	REIMB-OVERPAY FINAL BILL
Search Name MILLER, KATHERINE				\$205.24	
Search Name MIMBACH FLEET SUPPLY					
		0615PW02	107231	\$35.97	REPAIRS-MOWER
Search Name MIMBACH FLEET SUPPLY				\$35.97	
Search Name MN BENEFIT ASSOCIATION					
		0615ADM02	483-062015	\$1,887.66	PAYROLL DEDUCTION-JUN
Search Name MN BENEFIT ASSOCIATION				\$1,887.66	
Search Name MN DEPT OF REVENUE					
	002559E	6/8/2015	0615PPD02 06-05-2015	\$4,095.92	06/05 STATE TAX W/HELD
Search Name MN DEPT OF REVENUE				\$4,095.92	
Search Name MN DEPT OF REVENUE-SALES/USE					
	002564E	6/10/2015	0615PPD02 05-2015	\$183.00	SALES TAX PAYABLE-MAY
	002564E	6/10/2015	0615PPD02 05-2015	\$484.00	SALES TAX PAYABLE-MAY
Search Name MN DEPT OF REVENUE-SALES/USE				\$667.00	

Vendor Transactions-Agenda Packet

CHECK	Check Date	Batch Name	Invoice	Amount	Comments
Search Name MUSTANG SIGNS & GRAPHICS					
		0615PW02	16291	\$15.00	DECALS-PARKS
Search Name MUSTANG SIGNS & GRAPHICS				\$15.00	
Search Name MVTL LABORATORIES INC					
		0615PW02	759829	\$124.68	TESTING
Search Name MVTL LABORATORIES INC				\$124.68	
Search Name O REILLY AUTO PARTS					
		0615PW02	1572-443519	\$13.99	SUPPLIES-PARKS
		0615PW02	1572-443813	\$5.78	REPAIRS-TRIMMER
		0615PD02	1572-443907	\$154.78	REPAIRS-SQUAD
		0615PD02	1572-443908	\$221.32	REPAIRS-SQUAD
		0615PD02	1572-443920	\$7.99	REPAIRS-SQUAD
		0615PD02	1572-443967	\$3.29	REPAIRS-SQUAD
		0615FD02	1572-444656	\$22.99	CLEANING SUPPLIES-FD
		0615PW02	1572-444657	\$18.98	SUPPLIES-SHOP
		0615PW02	1572-444820	\$6.12	REPAIRS-VEHICLE
		0615PW02	1572-445557	\$35.92	SUPPLIES-SHOP
		0615PD02	572-444980	\$4.49	REPAIRS-SQUAD
Search Name O REILLY AUTO PARTS				\$495.65	
Search Name OFFICE DEPOT INC					
		0615FD02	772507737-001	\$28.62	OFFICE SUPPLIES-FD
		0615PW02	772507737-001	\$28.63	OFFICE SUPPLIES-MAINT
		0615ADM02	772507737-001	\$57.26	OFFICE SUPPLIES
Search Name OFFICE DEPOT INC				\$114.51	
Search Name OXYGEN SERVICE COMPANY					
		0615PD02	07888108	\$21.16	MEDICAL OXYGEN-PD
		0615PD02	07890135	\$38.07	MEDICAL OXYGEN
Search Name OXYGEN SERVICE COMPANY				\$59.23	
Search Name PROFESSIONAL OFFICE SERV INC					
		0615ADM02	002333901	\$8.75	POSIBILL VIEW ONLY
		0615ADM02	002333901	\$8.75	POSIBILL VIEW ONLY
		0615ADM02	002338145	\$25.00	MAPPING CHANGE-WATER QUALITY
		0615ADM02	002338681	\$78.18	UTIL BILL INSERTS
		0615ADM02	002338681	\$78.18	UTIL BILL INSERTS
		0615ADM02	002338682	\$1,754.96	MAY/JUNE UTIL BILLS
		0615ADM02	002338682	\$1,754.95	MAY/JUNE UTIL BILLS
Search Name PROFESSIONAL OFFICE SERV INC				\$3,708.77	
Search Name PUBLIC EMPLOYEE RETIREMENT ASN					
002558E	6/8/2015	0615PPD02	06-05-2015	\$3,598.24	06/05 EMPLOYEE PERA
002558E	6/8/2015	0615PPD02	06-05-2015	\$4,476.95	06/05 EMPLOYEE PERA
002558E	6/8/2015	0615PPD02	06-05-2015	\$4,151.82	06/05 EMPLOYER PERA
002558E	6/8/2015	0615PPD02	06-05-2015	\$6,715.42	06/05 EMPLOYER PERA
Search Name PUBLIC EMPLOYEE RETIREMENT ASN				\$18,942.43	
Search Name PURCHASE POWER-PITNEY BOWES					
		0615PD02	8299	\$208.99	POSTAGE-PD
Search Name PURCHASE POWER-PITNEY BOWES				\$208.99	
Search Name QBC RECYCLING					

Vendor Transactions-Agenda Packet

CHECK	Check Date	Batch Name	Invoice	Amount	Comments
		0615PW02	11557	\$33.33	OIL FILTER RECYCLING
		0615PD02	11557	\$33.33	OIL FILTER RECYCLING
		0615FD02	11557	\$33.34	OIL FILTER RECYCLING
Search Name QBC RECYCLING				\$100.00	
Search Name RAPIDS UPHOLSTERY CO					
		0615PW02	15352	\$80.00	REPAIRS-WW VEHICLE
Search Name RAPIDS UPHOLSTERY CO				\$80.00	
Search Name RASMUSSEN, ANITA					
		0615ADM02	060515	\$93.15	ET MANUF AWARD-MILEAGE
Search Name RASMUSSEN, ANITA				\$93.15	
Search Name REDS AUTO ELECTRIC					
		0615PW02	E01081	\$95.39	REPAIRS-COMPOST TURNER
Search Name REDS AUTO ELECTRIC				\$95.39	
Search Name REPULIC SERVICES #891					
067266	6/4/2015	0615PPD02	0891-000603145	\$417.40	REFUSE SERV-COMPOST
067266	6/4/2015	0615PPD02	0891-000603145	\$750.02	REFUSE SERV-PARKS
067266	6/4/2015	0615PPD02	0891-000603145	\$116.52	REFUSE SERV-PLANTS
067266	6/4/2015	0615PPD02	0891-000603145	\$198.39	REFUSE ERV-MAINT
067266	6/4/2015	0615PPD02	0891-000603145	\$33.33	REFUSE SERV-FD
067266	6/4/2015	0615PPD02	0891-000603145	\$217.46	REFUSE SERV-PD
067266	6/4/2015	0615PPD02	0891-000603145	\$163.95	REFUSE SERV-HALL
Search Name REPULIC SERVICES #891				\$1,897.07	
Search Name RINKE-NOONAN					
067267	6/4/2015	0615PPD02	240407	\$735.00	AIM/VERSON SITE
067267	6/4/2015	0615PPD02	240415	\$104.00	AIM ROAD CONDEMNATION
		0615ADM02	241585	\$324.00	AIM/VERSO SITE
		0615ADM02	241595	\$369.00	AIM ROAD CONDEMNATION
Search Name RINKE-NOONAN				\$1,532.00	
Search Name ROYAL TIRE INC					
		0615PW02	305-91665	\$24.07	REPAIRS-JOHN DEERE
		0615PW02	305-91665	\$24.08	REPAIRS-JOHN DEERE
Search Name ROYAL TIRE INC				\$48.15	
Search Name SAM S CLUB					
067268	6/8/2015	0615PPD02	2015PAL	\$948.56	SUPPLIES-PAL
Search Name SAM S CLUB				\$948.56	
Search Name SARTELL HARDWARE HANK					
		0615PW02	060515	\$5.48	REPAIRS-SHOP DOOR
		0615PW02	52076	\$33.98	PC CENTRAL PARK SUPPLIES
		0615PW02	52813	\$5.49	LS#1 SUPPLIES
		0615PD02	52929	\$14.99	GUN CLEANING RAGS-PD
		0615ADM02	67157	\$191.59	LANDSCAPING-PLANTS
		0615PW02	69444	\$13.99	GRASS SEED
		0615PW02	70577	\$8.99	SUPPLIES-SHOP
		0615PW02	70785	\$11.52	LANDSCAPE SUPPLIES
		0615PW02	71498	\$15.99	DOG PARK SUPPLIES
		0615PW02	71535	\$53.57	SUPPLIES-PARKS
		0615PW02	71698	\$69.99	SPRAYER-CRACK FILLER
		0615PW02	71993	\$4.49	SUPPLIES-PARKS

Vendor Transactions-Agenda Packet

CHECK	Check Date	Batch Name	Invoice	Amount	Comments
		0615PW02	71993	\$2.49	SUPPLIES-STREETS
Search Name SARTELL HARDWARE HANK				\$432.56	
Search Name SCHULTZ SOFT WATER INC					
067351	6/12/2015	0615PPD02	3	\$32,039.00	BERNICK'S ARENA
Search Name SCHULTZ SOFT WATER INC				\$32,039.00	
Search Name SCHWAGEL DISTRIBUTING INC					
067346	6/12/2015	0615PPD02	124580	\$900.98	DIESEL-WW GENERATORS
Search Name SCHWAGEL DISTRIBUTING INC				\$900.98	
Search Name SCOTTYS EXTERIORS LLC					
067345	6/8/2015	0615PPD02	12	\$16,122.00	CMHPG-519 2ND AVE NE FINAL
Search Name SCOTTYS EXTERIORS LLC				\$16,122.00	
Search Name SHIFT TECHNOLOGIES INC					
		0615FD02	48531	\$246.50	MONITOR-FD
		0615ADM02	48568	\$152.50	PC-NON NETWORK SERV
Search Name SHIFT TECHNOLOGIES INC				\$399.00	
Search Name SIMONSON PLBG & HTG INC					
067350	6/12/2015	0615PPD02	3	\$2,285.00	BERNICK'S ARENA
Search Name SIMONSON PLBG & HTG INC				\$2,285.00	
Search Name SMITH, JACOB					
067347	6/12/2015	0615PPD02	SARTELL3	\$848.55	MILL ART PROJECT
067347	6/12/2015	0615PPD02	SARTELL4	\$1,000.00	MILL ART PROJECT
Search Name SMITH, JACOB				\$1,848.55	
Search Name ST CLOUD AREA FAMILY YMCA					
		0615ADM02	06-2015	\$6,029.75	LIFEGUARD SERVICES
Search Name ST CLOUD AREA FAMILY YMCA				\$6,029.75	
Search Name ST CLOUD TIMES					
		0615PW02	0004046137	\$785.28	EMPLOYMENT AD-UTIL OP
Search Name ST CLOUD TIMES				\$785.28	
Search Name ST CLOUD, CITY OF					
		0615PD02	54961	\$10,000.00	LEGAL SERV-PD
		0615PW02	54997	\$61,524.00	CAT C1-RUE PROJECT
		0615PW02	54997	\$52,959.12	TREATMENT-MAY
		0615PW02	54997	\$14,894.79	CAT C2-DEBT SERV CHGS
Search Name ST CLOUD, CITY OF				\$139,377.91	
Search Name STAPLES BUSINESS ADVANTAGE					
		0615ADM02	8034547658	\$306.32	OFFICE SUPPLIES
		0615ADM02	8034547658	\$219.99	CHAIR
Search Name STAPLES BUSINESS ADVANTAGE				\$526.31	
Search Name STEARNS CNTY ATTYS OFFICE					
		0615PD02	14906173	\$149.60	ADMIN FORFEITURE PROP
		0615PD02	14908606	\$276.00	ADMIN FORFEITURE PROP
Search Name STEARNS CNTY ATTYS OFFICE				\$425.60	
Search Name STEARNS ELECTRIC ASSOCIATION					
		0615PW02	10191700	\$265.00	STREET LIGHTS
		0615PW02	10191800	\$214.00	STREET LIGHTS

Vendor Transactions-Agenda Packet

CHECK	Check Date	Batch Name	Invoice	Amount	Comments
		0615PW02	10248200	\$20.00	CIVIL DEFENSE
		0615PW02	10441600	\$42.81	STREET LIGHTS
		0615PW02	10441600	\$125.00	STREET LIGHTS
		0615PW02	10459401	\$61.90	ELEC-POOL
		0615PW02	10461600	\$30.29	ELEC-COMPOST SITE
		0615PW02	10491600	\$48.32	STREET LIGHTS
		0615PW02	10545000	\$24.90	STREET LIGHTS
		0615PW02	10545100	\$33.38	STREET LIGHTS
		0615PW02	10545200	\$18.44	STREET LIGHTS
		0615PW02	10545300	\$23.42	STREET LIGHTS
		0615PW02	10545400	\$13.46	STREET LIGHTS
		0615PW02	10628400	\$24.82	CIVIL DEFENSE
		0615PW02	10690800	\$89.00	STREET LIGHTS
		0615PW02	10690900	\$66.76	STREET LIGHTS
		0615PW02	10691000	\$78.52	STREET LIGHTS
		0615PW02	10691100	\$42.05	STREET LIGHTS
		0615PW02	10710600	\$91.00	STREET LIGHTS
		0615PW02	10878900	\$2,790.00	ELEC-PLANT
		0615PW02	10900900	\$62.00	STREET LIGHTS
		0615PW02	11244800	\$1,599.15	WELLS 15&16
		0615PW02	5463910	\$82.97	LIFT STATION
		0615PW02	6401510	\$1,615.61	STREET LIGHTS
Search Name STEARNS ELECTRIC ASSOCIATION				\$7,462.80	
Search Name STREICHER S					
		0615PD02	I1155178	\$1,263.80	SUPPLIES-PD
Search Name STREICHER S				\$1,263.80	
Search Name THE STANDARD					
		0615ADM02	155531-JUL	\$111.28	EMPLOYEE DENTAL INSURANCE
		0615ADM02	155531-JUL	\$69.60	EMPLOYEE DENTAL INSURANCE
		0615ADM02	155531-JUL	\$214.44	EMPLOYEE DENTAL INSURANCE
		0615ADM02	155531-JUL	\$365.09	EMPLOYEE DENTAL INSURANCE
		0615ADM02	155531-JUL	\$1,684.22	EMPLOYEE DENTAL INSURANCE
		0615ADM02	155531-JUL	\$108.97	EMPLOYEE DENTAL INSURANCE
		0615ADM02	155531-JUL	\$172.75	EMPLOYEE DENTAL INSURANCE
		0615ADM02	155531-JUL	\$484.67	EMPLOYEE DENTAL INSURANCE
		0615ADM02	155531-JUL	\$592.22	EMPLOYEE CONTR TO INS
		0615ADM02	155531-JUL	\$144.84	EMPLOYEE DENTAL INSURANCE
Search Name THE STANDARD				\$3,948.08	
Search Name THEIS, CATHY					
		0615PD02	13-2015	\$92.50	PROF SERV-PD
Search Name THEIS, CATHY				\$92.50	
Search Name TOTAL ADMIN SERVICES CORP					
002563E	6/9/2015	0615PPD02	06-05-2015	\$185.18	06/05 DAYCARE FLEX CONTR
002563E	6/9/2015	0615PPD02	06-05-2015	\$144.41	06/05 MED FLEX CONTR
002563E	6/9/2015	0615PPD02	06-05-2015	\$2,201.45	06/05 HSA FLEX CONTR
Search Name TOTAL ADMIN SERVICES CORP				\$2,531.04	
Search Name TOTAL CONTROL SYSTEMS INC					
		0615PW02	7296	\$24,459.00	LS #6
Search Name TOTAL CONTROL SYSTEMS INC				\$24,459.00	

Vendor Transactions-Agenda Packet

CHECK	Check Date	Batch Name	Invoice	Amount	Comments
Search Name TRAUT WELLS INC					
		0615PW02	277947	\$23.00	TESTING
		0615PW02	277948	\$23.00	TESTING
		0615PW02	277950	\$23.00	TESTING
		0615PW02	277985	\$23.00	TESTING
		0615PW02	278146	\$92.00	TESTING
Search Name TRAUT WELLS INC				\$184.00	
Search Name US BANK (CREDIT CARD)					
		0615ADM02	2111	\$59.95	VIMEO PLUS
		0615ADM02	2111	\$5.00	TRANSFER BIG FILES
		0615ADM02	2111	\$99.00	WEBSITE HOSTING
		0615ADM02	2111	\$1.85	BEACON SITE
		0615ADM02	2111	\$24.00	SURVEY MONKEY
		0615PW02	7165	\$107.96	DOG PARK SIGNS
		0615PW02	7165	\$10.98	SAFETY MEETING
		0615PD02	7173	\$23.80	SHREDDING-HALL
		0615PD02	7173	\$56.80	SHREDDING
		0615PD02	7173	\$12.00	SC TIME SUBSC
		0615PD02	7173	\$5.36	RADIO MTG-7901
		0615PD02	7173	\$85.00	7940-SAFE KIDS REGIS
		0615PD02	7173	\$595.00	ALICE TRNG-7904
		0615PD02	7173	\$595.00	ALICE TRNG-7911
		0615PD02	7173	\$75.58	REPAIRS-SQUAD
		0615PD02	7173	\$23.94	SUPPLIES-PD
		0615PD02	7173	\$1.75	TRANSUNION
Search Name US BANK (CREDIT CARD)				\$1,782.97	
Search Name VANDEVREDE, ADAM					
067352	6/12/2015	0615PPD02	TEENPAL-15	\$300.00	SUPPLIES-TEEN PAL
Search Name VANDEVREDE, ADAM				\$300.00	
Search Name VERIZON WIRELESS					
		0615ADM02	9746816269	\$10.02	PCRS READER BOARD
Search Name VERIZON WIRELESS				\$10.02	
Search Name WACOSA					
		0615ADM02	00026236	\$205.62	HALL CLEANING-MAY
Search Name WACOSA				\$205.62	
Search Name WEX BANK					
		0615FD02	41165313	\$12.00	FUEL CARDS
Search Name WEX BANK				\$12.00	
Search Name WINKELMAN BUILDING CORPORATION					
067348	6/12/2015	0615PPD02	1506-3	\$8,264.60	BERNICK'S ARENA
Search Name WINKELMAN BUILDING CORPORATION				\$8,264.60	
Search Name WOODHALL, DOUGLAS A.					
067354	6/16/2015	0615PPD02	2	\$450.00	PPCT DEF TACTICS-7917
067354	6/16/2015	0615PPD02	2	\$250.00	PPCT DEF TACTICS-7908
067354	6/16/2015	0615PPD02	2	\$250.00	PPCT DEF TACTICS-7918
067354	6/16/2015	0615PPD02	2	-\$30.00	STOP PAYMENT FEES
Search Name WOODHALL, DOUGLAS A.				\$920.00	

Vendor Transactions-Agenda Packet

CHECK	Check Date	Batch Name	Invoice	Amount	Comments
Search Name WSB & ASSOCIATES INC					
		0615ADM02	10-02174-360	\$38.25	SAUK RIVER PARK-LOT&RESTROOM
		0615ADM02	1-02174-630	\$800.00	GRANDVIE LIVING
		0615ADM02	12-02174-370	\$6,043.50	50TH AVE S-DESIGN
		0615ADM02	2-02174-420	\$76.50	WELLHEAD PROT PLAN-PT 1
		0615ADM02	2-02174-650	\$1,605.50	AVALON 9
		0615ADM02	2-02174-680	\$3,080.50	PROVIDENCE
		0615ADM02	3-02174-610	\$2,350.00	2015 SEAL COAT
		0615ADM02	5-02174-570	\$47,372.50	PCR RESURFACE-2ND TO 15TH ST
		0615ADM02	6-02174-400	\$306.00	50TH PLATS
		0615ADM02	7-02174-510	\$939.00	2015 SAFE ROUTES TO SCHOOL
				<u>\$62,611.75</u>	
Search Name WSB & ASSOCIATES INC					
Search Name XCEL ENERGY					
		0615PW02	459893993	\$10,068.25	STREET LIGHTS
Search Name XCEL ENERGY					
				<u>\$10,068.25</u>	
				<u>\$466,472.45</u>	

Voucher Payments-Fund Summary

Adopted by the Sartell City Council this _____ day of _____, 2015

Mayor _____ Attest: Administrator _____

FUND Descr	Dr/Cr Amt
GENERAL	\$137,621.13
PARK IMPROVEMENT	\$4,393.82
YOUTH PROGRAMS	\$2,564.55
DUI FORFEITURE FUND	\$597.12
SPECIAL INITIATIVES	\$1,848.55
POLICE RESERVES	\$12.39
BEAUTIFICATION	\$5,419.91
FORFEITURE	\$638.40
SEWER CAPACITY	\$24,459.00
SALES TAX EXTENSION	\$57,117.10
CEMETERY FUND	\$13.99
REGIONAL PARK FUND	\$123.95
PARK DISTRICT 1	\$38.25
PUBLIC IMPROVEMENT REVOLVING	\$17,181.00
PD EQUIPMENT FUND	\$2,084.50
STREET FUND	\$67,397.00
WATER FUND	\$11,058.49
SEWER FUND	\$133,903.30
	<hr/>
	\$466,472.45

SARTELL CITY COUNCIL

AGENDA COVER SHEET

Originating Department: Engineering	Meeting Date: June 22, 2015	Agenda Item No. 5b
Agenda Section: Consent	Item: MSA Advance	
<p>RECOMMENDATION: Approval of attached MSA Advance Resolution.</p> <p>BACKGROUND: As previously discussed with the Council, we try to maximize the amount of advances of MSA since these are interest free advances we can utilize toward qualifying MSA projects. We currently project being able to pay off our existing MSA debt early, saving hundreds of thousands in interest costs. The State gave us the amount we could advance that was approved at your last meeting, but has now indicated we may be able to advance a substantially higher sum, which is why a new Resolution is attached.</p> <p>BUDGET/FISCAL IMPACT: Advance draws from MSA save the City substantial money on interest.</p> <p>ATTACHMENTS: Recommended Resolution.</p> <p>COUNCIL ACTION REQUESTED: Consent agenda approval serves as approval of the Resolution. If item is removed from Consent, separate motion is requested adopting attached Resolution.</p>		



Council member _____ introduced the following resolution and moved its adoption:

RESOLUTION NO. _____

WHEREAS, the Municipality of Sartell is planning to implement Municipal State Aid Street Project(s) in 2015 which will require State Aid funds in excess of those available in its State Aid Construction Account, and

WHEREAS, said municipality is prepared to proceed with the construction of said project(s) through the use of an advance from the Municipal State Aid Street Fund to supplement the available funds in their State Aid Construction Account, and

WHEREAS, the advance is based on the following determination of estimated expenditures:

Account Balance as of date <u>6/6/2015</u>	\$ <u>(1,302,226.00)</u>
Less estimated disbursements:	
Project # <u>220-103-002</u>	\$ <u>1,397,973.22</u>
Project # _____	\$ _____
Project # _____	\$ _____
Project # _____	\$ _____
Bond Principle (if any)	\$ _____
Project Finals (overruns-if any)	\$ _____
Other _____	\$ _____
Total Estimated Disbursements	<u>\$1,397,973.22</u>
Advance Amount (amount in excess of acct balance)	<u>\$3,119,155.00</u>

WHEREAS, repayment of the funds so advanced will be made in accordance with the provisions of Minnesota Statutes 162.14, Subd. 6 and Minnesota Rules, Chapter 8820.1500, Subp. 10b, and

WHEREAS, the Municipality acknowledges advance funds are released on a first-come-first-serve basis and this resolution does not guarantee the availability of funds.

NOW, THEREFORE, Be It Resolved: That the Commissioner of Transportation be and is hereby requested to approve this advance for financing approved Municipal State Aid Street Project(s) of the Municipality of Sartell in an amount up to \$1,300,000.00. I hereby authorize repayments from subsequent accruals to the Municipal State Aid Street Construction Account of said Municipality from future year allocations until fully repaid.

I HEREBY CERTIFY that the above is a true and correct copy of a resolution presented to and adopted by the Municipality of Sartell, County of Stearns, State of Minnesota, at a duly authorized Municipal Council Meeting held in the Municipality of Sartell, Minnesota on the 22nd day of June, 2015, as disclosed by the records of said Municipality on file and of record in the office.

Municipality of Sartell

Municipal Clerk

SARTELL CITY COUNCIL

AGENDA COVER SHEET

Originating Department: Administration	Meeting Date: June 22, 2015	Agenda Item No. 5c
Agenda Section: Consent	Item: Abatement Resolution	
<p>RECOMMENDATION: Approval of attached Resolution Approving Abatements.</p> <p>BACKGROUND: The Council held a public hearing at your last meeting and adopted two resolutions related to financing of the Pinecone Road project. Your bond counsel and financial advisors are recommending one more related Resolution as part of the bonding paperwork before the bond sale. Attached is that Resolution for Council approval – it makes no changes to the previous structure or your approvals – it is simply another Resolution form documenting the approval for the City’s abatement bonds.</p> <p>BUDGET/FISCAL IMPACT: This Resolution makes no change to fiscal impacts and contains the same findings and tax parcel listing as in your public hearing agenda packet items.</p> <p>ATTACHMENTS: Recommended Resolution.</p> <p>COUNCIL ACTION REQUESTED: Consent agenda approval serves as approval of the Resolution. If item is removed from Consent, separate motion is requested adopting attached Resolution.</p>		

RESOLUTION NO. _____

**RESOLUTION APPROVING PROPERTY TAX
ABATEMENTS**

BE IT RESOLVED by the City Council (the "Council") of the City of Sartell, Minnesota (the "City"), as follows:

1. Recitals.

(a) The City proposes to contribute funds for certain public improvements to be constructed along Pine Cone Road in the City (the "Project"). The City proposes to use the abatement for the purposes provided for in the Abatement Law (as hereinafter defined), including the Project. The proposed term of the abatement will be for fifteen (15) years in an amount estimated to be \$300,000 initially, increasing to not more than \$420,000 per year or \$5,500,000 in total. The abatement will apply to the City's share of the property taxes (the "Abatement") derived from the property described by property identification numbers on the attached "Exhibit A" (the "Property") located in the County of Stearns.

(b) On June 8, 2015, the Council held a public hearing on the question of the Abatement, and said hearing was preceded by at least 10 days but not more than 30 days prior published notice thereof.

(c) The Abatement is authorized under Minnesota Statutes, Sections 469.1812 through 469.1815 (the "Abatement Law").

2. Findings for the Abatement. The City Council hereby makes the following findings:

(a) The Council expects the benefits to the City of the Abatement to at least equal or exceed the costs to the City thereof.

(b) Granting the Abatement is in the public interest because it will provide for public infrastructure improvements that benefit the Property.

(c) The Property is not located in a tax increment financing district.

(d) In any year, the total amount of property taxes abated by the City by this and other abatement resolutions, if any, does not exceed ten percent (10%) of net tax capacity of the City for the taxes payable year to which the abatement applies or \$200,000, whichever is greater.

3. Terms of Abatement. The Abatement is hereby approved. The terms of the Abatement are as follows:

(a) The Abatement shall be for fifteen (15) years and shall apply to the taxes payable in the years 2016 through 2030, inclusive.

(b) The City will abate approximately 90% of the City's share of property tax amount which the City receives from the Property, estimated to be \$300,000 initially, increasing to not more than \$420,000 annually for all parcels combined.

(c) The Abatement shall be subject to all the terms and limitations of the Abatement Law.

(d) Because the City anticipates issuing General Obligation Tax Abatement Bonds, the Abatement may not be modified or changed.

The motion for the adoption of the foregoing resolution was made by member _____ and duly seconded by member _____ and, upon a vote being taken thereon after full discussion thereof, the following voted in favor thereof:

and the following voted against the same:

Whereupon said resolution was declared duly passed and adopted.

Exhibit A

Parcel ID Numbers for "Property"

92.56523.0001	92.56523.0002	92.56570.0500
92.56577.0051	92.56577.0053	92.56717.0791
92.57113.0190	92.56532.0001	92.57049.0030
92.57049.0061	92.57049.0062	92.57113.0568
92.57113.0518	92.57113.0500	92.57044.0340
92.57044.0341	92.56717.0752	92.57113.0519
92.57113.0570	92.57113.0569	92.57113.0527
92.56569.0150	92.56569.0165	92.56569.0160
92.56569.0210	92.56900.0111	92.56569.0220
92.57044.0397	92.57044.0398	92.57044.0361
92.57044.0360	92.56569.0434	92.56579.0800
92.57044.0382	92.57044.0389	92.57044.0388
92.57044.0387	92.57044.0386	92.57044.0385
92.56569.0215	92.56579.0648	92.56579.0598

SARTELL CITY COUNCIL

AGENDA COVER SHEET

Originating Department: Public Works	Meeting Date: June 22, 2015	Agenda Item No. 5d
Agenda Section: Consent	Item: Utility Systems Operator	
<p>STAFF RECOMMENDATION: Appointment of Jacklyn Alm to fill vacant utility position, subject to successful completion of pre-hiring steps.</p> <p>BACKGROUND: The public works department has a thorough approach to filling positions, including an objective pointing system specific to the job skills desired and interview process. You are asked tonight to appoint the recommended candidate from this selection process – Jacklyn Alm – to fill the vacancy created by the resignation of Aaron Hauser.</p> <p>BUDGET/FISCAL IMPACT: None – this hire fills a budgeted position.</p> <p>ATTACHMENTS: None</p> <p>COUNCIL ACTION REQUESTED: Consent agenda approval serves as approval of the appointment of Jacklyn Alm as Utility Systems Operator, subject to final pre-hiring tests. If item is removed from Consent, separate motion is requested approving the appointment subject to final pre-hiring tests.</p>		

SARTELL CITY COUNCIL

AGENDA COVER SHEET

Originating Department: Administration	Meeting Date: June 22, 2015	Agenda Item No. 5e
Agenda Section: Consent	Item: Fire Dept Computers	
<p>RECOMMENDATION: Approval of the purchase of two laptops for Fire Department trucks.</p> <p>BACKGROUND: The Fire Department has budgeted for two laptop replacements in 2015. They routinely budget for replacements of these units and this year's rotation replaces them in trucks 22 (Freightliner pumper) and 29 (Rescue truck).</p> <p>BUDGET/FISCAL IMPACT: No budget impact – funds were a planned expenditure.</p> <p>ATTACHMENTS: None</p> <p>COUNCIL ACTIONS REQUESTED: Consent agenda approval serves as approval of the expenditure as budgeted. If item is removed from Consent, separate motion is requested approving expenditure.</p>		

SARTELL CITY COUNCIL

AGENDA COVER SHEET

Originating Department Planning Department	Meeting Date: July 13, 2015	Agenda Item No. 5f
Agenda Section: Consent	Item: Calling Public Hearing for a Land Use Amendment(s) and Rezoning(s)	

RECOMMENDATION:

Call a public hearing on July 13, 2015 to obtain input on a land use amendment (General Business to Medium Density Residential) and a rezoning (B-2 to R-3) on certain properties located on or near 1st Ave E .

BOARD/COMMISSION/COMMITTEE RECOMMENDATION:

NA

PREVIOUS COUNCIL ACTION:

NA

BACKGROUND:

Loren and Jane Yarmon, Diverse Properties of Sartell, LLC and Linus and Barbara Katterhagen, owners of the properties located east of 1st Ave E. and between have requested the approval of a land use amendment of seven adjacent and vacant or unoccupied (former gas station) properties from General Business to Medium Density Residential (0-10 units per acre) along with a rezoning request from B-2 (General Business) to R-3 (Multifamily Residential).

The properties may be subject to future re-plats and site plan approvals in advance of any residential development.

BUDGET/FISCAL IMPACT:

NA

ATTACHMENTS:

1. Sitemap prepared by the City
2. Resolution

ACTION REQUESTED:

Consent agenda approval calls the public hearings. If an item is removed from Consent, separate motion is requested calling public hearings.

RESOLUTION NO.

**RESOLUTION SETTING PUBLIC HEARINGS ON
LAND USE AMENDMENT AND REZONING REQUESTS**

111 4th Street NE. (18.00162.00 and 18.0161.00)

418 1st Ave. E. (18.00164.00)

4XX 5th Street NE (18.00165.00)

5XX 5th Street NE (18.00132.00)

5XX 6th Street NE(18.00135.00)

600 1st Ave NE (18.00121.00)

WHEREAS, land use amendment, and rezoning requests have been filed with the city by Linus and Barbara Katerhagen, Loren and Jane Yarmon and Diverse Properties of Sartell LLC, owner(s) and applicant(s); and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF SARTELL, MINNESOTA: That as required by the Sartell Zoning Ordinance and State Statute, the council will consider approving the land use and rezoning requests, after the public hearings have been held. Such hearings will be held on Monday, July 6, 2015, at 6:30 P.M by the Sartell Planning Commission (Land Use Amendment only) and by the City Council (Land Use Amendment and Rezoning) on July 13, 2015 at 6 pm., or as soon thereafter as the matter may be heard.

ADOPTED BY THE SARTELL CITY COUNCIL THIS 22nd DAY OF JUNE, 2015.

Mayor

ATTEST:

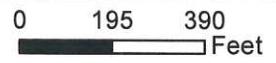
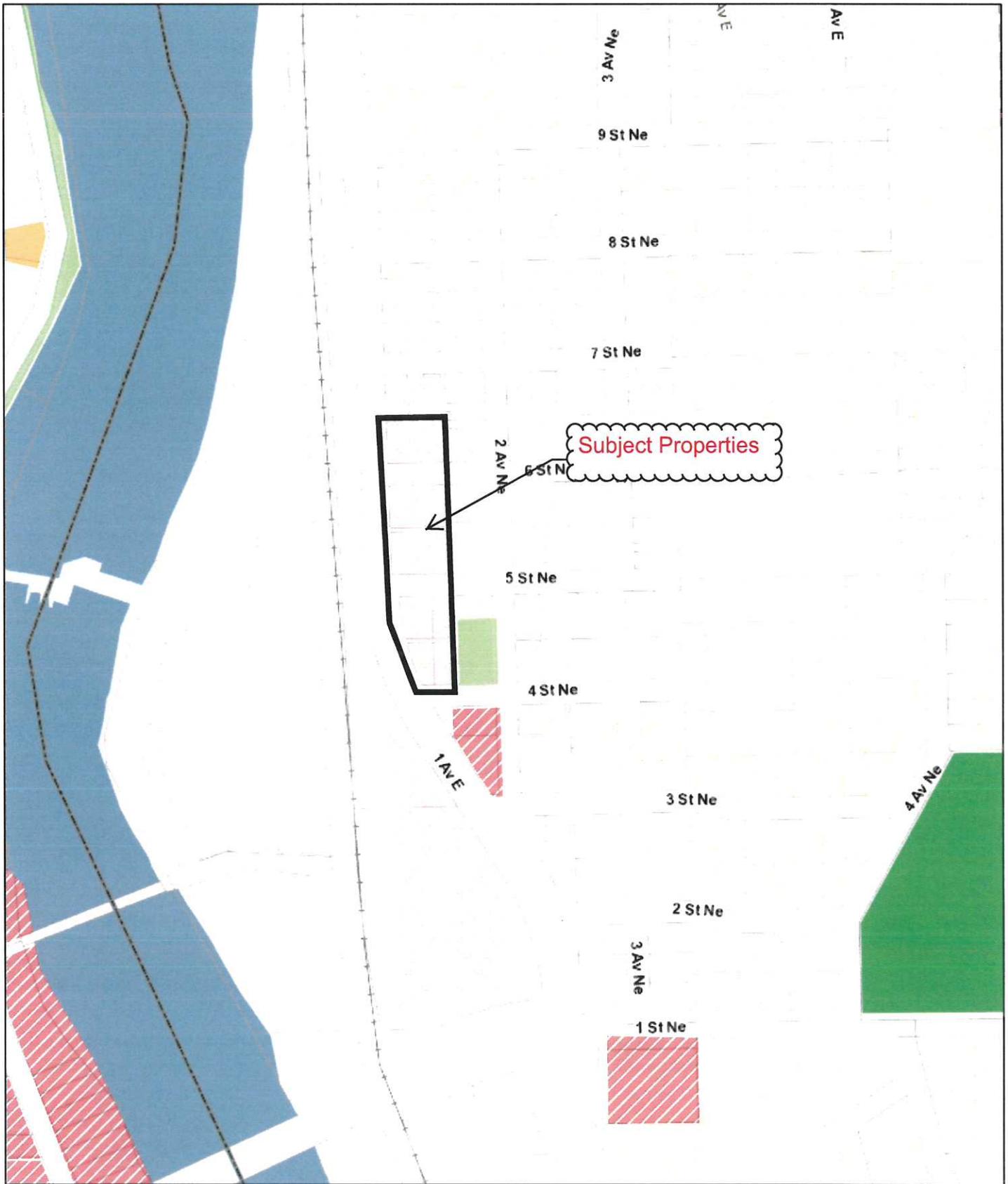
Administrator

SEAL

CERTIFICATION

I, Mary Degiovanni, Administrator of the City of Sartell, do hereby certify that the foregoing is a true and correct copy of a resolution adopted by the Council of the City of Sartell at a regular meeting held on the 22ND day of June, 2015.

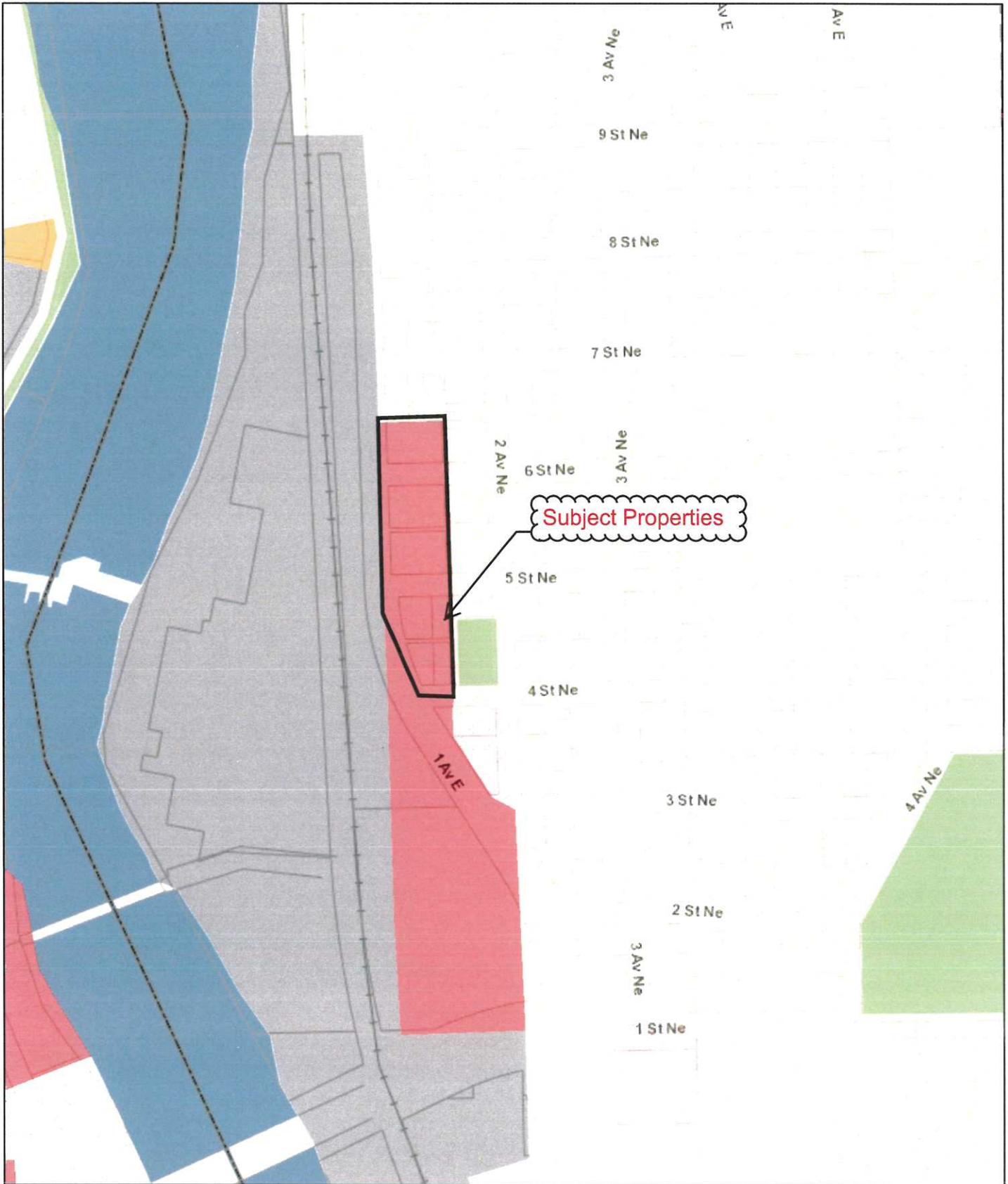
Mary Degiovanni
Administrator
City of Sartell, Minnesota



City of Sartell

- | | | | | |
|-----|--|---------|--|------|
| GB | | LB | | PARK |
| HDR | | LDR | | PUB |
| HP | | LF_BUFF | | VLDR |
| I | | MDR | | |
| IO | | MIX | | |

Map Powered by DataLink from WSB & Associates

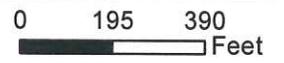


Subject Properties



City of Sartell

 AG	 I1	 R3
 B1	 I2	 R5
 B2	 R1	
 B3	 R1A	
 CDZ	 R2	



SARTELL CITY COUNCIL

AGENDA COVER SHEET

Originating Department Planning Department	Meeting Date: June 22, 2015	Agenda Item No. 5g
Agenda Section: Consent	Item: Calling public hearing for a Subdivision Ordinance Amendment	

RECOMMENDATION:

Call a public hearing on July 13, 2015 to obtain input on a subdivision ordinance amendment extending the length of a cul-de-sac from 650 feet to 750 feet.

BOARD/COMMISSION/COMMITTEE RECOMMENDATION:

NA

PREVIOUS COUNCIL ACTION:

NA

BACKGROUND:

In recent months, there's been some discussion and requests by developers to lengthen our maximum cul-de-sac lengths to 750 feet due to the fact that is the maximum length allowed by the fire code (without some type of special exception or review).

11-5-2 STREET DESIGN – Subdivision Code

A. Cul-de-sacs shall only be developed where justified by irregular topography or where adjacent to limited access streets and shall meet the following standards:

1. The maximum length shall not exceed ~~six hundred fifty (650)~~ **Seven hundred and fifty feet (750)**, as measured from the centerline of the connecting street to the center of the cul-de-sac.
2. The closed end shall include a turnaround having an outside roadway diameter of at least ninety-six (96) feet and street property line diameter of at least one hundred twenty-six (126) feet.
3. Cul-de-sac and/or entrance islands are prohibited, unless required for public safety reasons.

BUDGET/FISCAL IMPACT:

NA

ATTACHMENTS:

1. Ordinance

ACTION REQUESTED:

Consent agenda approval calls the public hearings. If an item is removed from Consent, separate motion is requested calling public hearings.

Ordinance No. _____

AN ORDINANCE REPLACING SUBDIVISION ORDINANCE 11-5-2A (1)

The following official summary of the ordinance referred to has been approved by the City Council as clearly informing the public of the intent and effect of the amendments.

Title 11, Chapter 5.A (1)
Cul-De-Sac Design

The maximum length shall not exceed ~~six hundred fifty (650)~~ **Seven hundred and fifty feet (750)**, as measured from the centerline of the connecting street to the center of the cul-de-sac.

A printed copy of the entire ordinance is available for inspection by any person at the office of the City Clerk any Monday through Friday between the hours of 7:00 a.m. and 4:30 p.m.

This document hereby is made a part of this ordinance and is attached hereto.

Mayor

ATTEST:

City Administrator

SEAL

PUBLISHED IN THE SARTELL NEWSLEADER ON _____

SARTELL CITY COUNCIL

AGENDA COVER SHEET

Originating Department: Administration & Community Development	Meeting Date: June 22, 2015	Agenda Item No. 6a
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Agenda Section: **Old Business**

Item: **Community Center**

BACKGROUND: City staff and consulting team will present information compiled to date on a Sartell community center and seek Council direction before proceeding toward next steps. While you have numerous decisions yet to be made on the community center, I also know you can't make any major spending decision on one project without a view to how that impacts other projects and priorities. See attached breakdown on various projects and potential timing and sources. This is intended to show how main priorities could be funded, but each individual project timing and budget will obviously still need much more Council review – this is just intended to show some of the things we have discussed as Council priorities and funding sources so you can see how they can fit into your overall Financial Management Plan.

BUDGET/FISCAL IMPACT: Rough cost estimates of various possible community center amenities will be included in the materials we present on Monday night. Operational cost estimates are not available until schematic design options are presented.

Specifically with regard to sales tax projects shown within your projects and priorities, \$1,600,000 is allocated toward community resource facilities from current sales tax collections. Another \$10,000,000 spent from extension dollars would still leave almost \$6 million in future sales tax collection (at the 3% growth rate) for future community amenities. Over \$9 million in future sales tax collections (at the 3% growth rate) remains available for future transportation projects after the Pinecone Road project phase 1 work in 2015.

Keep in mind that annualized growth rate in sales tax collections over the past 8 years is closer to 12%. I would never predict a repeat of that growth for bonding purposes, but you certainly could exceed 3% growth which would create millions more in available sales tax dollars. So the idea is to be fiscally prudent in what you bond for in the short term, but also to know that sales tax money remains available for other important projects in the coming years.

COUNCIL ACTION REQUESTED: Direction on next steps in community center process.

CITY PROJECTS/PRIORITIES

<u>Project</u>	<u>Timing</u>	<u>Funding Source</u>
Pinecone Road phase 1	2015	Abatement repaid w/sales tax
Community Center	2016	Sales Tax
27 th Street North	2016	Sales Tax
23 rd Street Connection	2016	Sales Tax
LeSauk Drive	2016	Sales Tax
4 th Ave – 2 nd St S to Heritage	2017	Federal funding & MSA bonds
4 th Ave – Heritage to 23 rd	2017	Seeking State funding
Pinecone Road phase 2 & 3	2017	Street Fund
East Side streets	2018	Street Fund/Assessments
PW Addition (for public safety)	2019	Building Fund
Public Safety Facility (new construct)	2020	Building Fund

50th Ave South, 15th Street North, and 19th Avenue could be bonded after 2020 using street funds. Again, each of these projects need more work to determine final design and costs, and your bonding will be dependent on interest rates and bond ratings at each given decision point, but that is always how City project decisions are made. They are reviewed case by case, but are projected feasibly within your current financial plans.