



REGULAR CITY COUNCIL MEETING AGENDA

Tuesday, February 9, 2021, at 6:00 P.M.

Location: Church of Christ 205 1st St. NE Plainview

Pursuant to Minn. Stat. § 13D.021, subd. 1(1) I, David Todd, City Administrator for the City of Plainview, determine that in-person meetings of the city council are not prudent during the COVID-19 health pandemic/peacetime emergency declared by the Governor's Executive Order No. 20-01 under Minn. Stat., Ch. 12. Additionally, I determine the presence of any members of the public is not feasible due to the COVID-19 health pandemic/emergency declaration, pursuant to Minn. Stat. § 13D.021, subd. 1(3).

“Due to COVID-19 Restrictions Regarding Public Gatherings, The City will regulate the number of participants allowed within the Church of Christ Building. Broadcast of the City Council Meetings will continue to be streamed on FaceBook Live” <https://www.facebook.com/plainviewmn/>

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. PUBLIC HEARINGS

A. Preliminary Plat Marshman Addition

4. PUBLIC COMMENTS– *Using the Four Minutes Per Attendee Policy*

While the City Council welcomes and encourages participation from community members, we ask that citizens maintain social distancing and that all comments remain respectful. In an effort to better communicate with your City, we have designated the City Administrator as a conduit to questions related to the City Council Agenda. We continue to POST this agenda on the City Website, Facebook page and a copy is posted at City Hall and the Post Office.

Should you have any questions related to the City Council Agenda, PLEASE contact the City Administrator at 507-534-2229.

This agenda item is intended to provide an opportunity for citizens to address the City Council. The topics can include any agenda item or general comment they would like to share with the City Council. We do expect that all participants provide a name and address of their residence and expect that all parties remain respectful and adhere to the four-minute period to permit all to participate. This is the only portion of the meeting that public comments are allowed.

5. APPROVAL OF AGENDA

6. APPROVAL OF CONSENT AGENDA

- A. City Council Minutes- January 12, 2021
- B. Bills
- C. Permits/Licenses/Donations
- D. Department Head Reports and Board Minutes

7. UNFINISHED BUSINESS

8. NEW BUSINESS

- A. Marshman Addition Preliminary Plat – Resolution 2021-03
- B. Lot Split – Kenny Sylvester – Resolution 2021-04
- C. PEM Senior Banners
- D. Park Board Appointment – John Curtiss
- E. Flower Baskets
- F. Pool Wages
- G. EDA – Small Town Grant 2.0 Funds
- H. Planning & Zoning Commission Appointments – Tom Weiner and Jim Walkes
- I. Bolton & Menk Local Road Improvement Program Resolution 2021-05, Resolution 2021-06

9. INFORMATION ONLY DOCUMENTS

10. COUNCIL COMMENT

11. ADJOURN

REGULAR PLAINVIEW CITY COUNCIL MEETING

Tuesday January 12, 2021 at 6:00 P.M.

1. CALL TO ORDER- Mayor Luckstein called the Regular Plainview City Council meeting to order on Tuesday January 12, 2021 at 6:00 p.m.

Council Members in attendance: Aaron Luckstein, Adam Daschner, Lindsay Hammer Bartley, Ben Jacobs, and Holly Reeve.

Council Members absent: None.

Department Heads in attendance: City Administrator David Todd, Finance Director Vicki Axley, City Clerk Carol Kujath, Deputy Clerk Kayla Hall, Police Chief Jason Timm, Public Works Director Shane Loftus, and Library Director Alice Henderson.

Department Heads absent: Fire Chief Ed Jacobs.

Guests in attendance: Mike Flaherty, Brian Malm, Harry Davis, Les Conway, Tim Janikowski, Merlin Schreiber, Roger Ziebell, Don Kuschel, Dave Walkes, Roger Rettmann, Eric Bennett, Wayne Feenstra, Chad Gelner and Richard Johnson.

2. PLEDGE OF ALLEGIANCE-

3. PUBLIC HEARING - ORCHARD HILLS 7TH ADDITION REZONE AND PRELIMINARY PLAT-

Mayor Luckstein stated the public hearing was open and asked if anyone would like to speak regarding the Orchard Hills 7th Addition Rezone application or the Orchard Hills Preliminary Plat application.

- Les Conway from WSE/Massee Engineer Firm for the Contractor Mr. Meyer, asked the council for approval of both the Rezone application and the Preliminary Plat application.
- Tim Jankowski – 315 3rd Ave SE- Asked the council not to approve the applications.
- Merlin Schreiber – 225 3rd Ave SE – Commented on tiling problems in back yards of Pete Meyer's other developments. Would like the City to look into that and would like to see the City hold Pete accountable.
- David Todd – No one contacted City Hall with comments for this public hearing.
- Luckstein stated before closing the public hearing, he would like to recognize the outgoing council with a plaque ceremony.
- Luckstein – presented each outgoing council member (Roger Ziebell, Don Kuschel, Roger Rettmann, and Dave Walkes) with a memorial plaque and thanked them for their service to the community of Plainview.
- David Todd – Thank you to outgoing council for their support for the last 5 months, and for your service. Stop by City Hall anytime.
- Adam Daschner – Thank you for everything over the last couple years.

Motion made by Daschner, second, by Jacobs to close the public hearing. Motion carried.

Motion made by Daschner, second, by Reeve to reopen the regular meeting. Motion carried.

4. PUBLIC COMMENTS – None

5. APPROVAL OF AGENDA- Motion by Daschner second, by Jacobs to approve the agenda. Motion carried.

6. APPROVAL OF CONSENT AGENDA- Motion by Jacobs, second by Daschner, to approve the Consent Agenda. Mayor Luckstein commented on the road grant application, and thanked Brian Malm for including it in the packet. No other comments. Motion carried.

- A. City Council Minutes – December 8, 2020
- B. Bills
- C. Permits/Licenses/Donations-
- D. Department Head Reports and Board Minutes
- E. Meeting Schedule for 2021- Regular City Council meetings will be held the second Tuesday of each month at 6:00 p.m.
- F. Council Appointment for 2021 – Department Liaison as follows: Finance-Luckstein, Police-Daschner, Fire-Reeve, Library-Hammer Bartley, Public Works/Streets/Parks-Jacobs. Acting Mayor (“Mayor Pro Tem”)-Daschner, Planning Commission-Jacobs and Daschner, Parks and Trails Commission-Jacobs, EDA Board-Luckstein and Reeve, Fire Relief Association Board of Trustees for 2021-Vicki Axley and Reeve, Personnel Committee-Reeve and Hammer Bartley, Budget/Finance/Audit Committee-Luckstein and Daschner, Library Board-Hammer Bartley
- G. Official Designations for 2021- Designation of Banks and Investment Institutions- People State Bank, Foresight Bank, Edward Jones, 4M Fund; Authorization of Official Signatories- Aaron Luckstein (Mayor), Vicki Axley(Finance Director), David Todd(City Administrator), Carol Kujath(City Clerk), Kayla Hall(Deputy Clerk); Authorization of Facsimile Signatures: Aaron Luckstein(Mayor) and Vicki Axley(Finance Director); Designation of Official Newspaper-Plainview News; Designation of Auditor (2020 Audit)- Hawkins Ash CPA, LLP; Designation of Engineer-Brian Malm Bolton & Menk, Inc.; Designation of Treasurer- Vicki Axley(Finance Director); Designation of City Attorneys-Mike Flaherty, Flaherty & Hood, Civil Attorney, Brandon Fitzsimmons, Flaherty & Hood, Personnel Attorney, Wabasha County Attorney, Criminal Attorney

7. UNFINISHED BUSINESS – None

8. NEW BUSINESS

- A. **2021 Fee Schedule-Ordinance 2021-01 and Resolution 2021-01-** Each year the City Council reviews and amends the fees set forth for City services and utilities. The fee schedule was discussed by Todd and the Council. Luckstein asked about the cemetery fees that are new and the increased fees. Administrator Todd explained that the new cemetery fees are for the columbarium and the increased cemetery fees are due to the fact that these fees had not been increase in over 12 years. Jacobs asked about the 1% increase in the water/sewer rates. Administrator Todd explained this was due to our Capital Improvement plans and will need to be increase at a low rate every year. Jacobs also asked about the jump in the Compost rate, Shane Loftus explained the cost of everything entailed to offer that service for the City. Daschner asked Shane to give a little more background on the chipping and hauling in the past compared to now, and what the city is in the process of doing now. The City is working out a deal to lease land from Bob Walkes for the city’s brush.

Motion made by Hammer Bartley, seconded by Daschner to approve Ordinance 2021-01 and Resolution 2021-01.

Roll Call:

Luckstein “Aye”

Daschner “Aye”

Reeve “Aye”

Jacobs “Aye”

Hammer Bartley “Aye”

Motion carried.

2021 Fee Schedule can be viewed at City Hall or on the City of Plainview’s website

- B. **FFCRA Emergency Leave Discussion** – Administrator Todd explained to the council that on December 31, 2020 a portion of the federal legislation entitled the Families First Corona Virus Response Act (FFCRA) had expired. As part of the FFCRA, cities and qualifying employers adopted policies providing for the emergency leave, with pay, for full-time employees for

qualified COVID related illness or care of a family member with COVID.

Motion made by Daschner, second by Hammer Bartley to extend the FFCRA Policy for the City so long as the State of Minnesota and the City of Plainview are under a state of emergency.

Luckstein, Daschner, Hammer Bartley, Reeve voting aye, Jacobs voting nay. Motion carried 4/1.

- C. R-1 Zoning Violation** – Administrator Todd explained to the council that the City received a complaint from a resident residing near the property located at 375 4th St. SW. The complaints were that the owners of the Maxwell property were operating a construction business out of their home and that the operation of the business was causing nuisance conditions. The visual inspection conducted by the PPD produced evidence of a business operation. Mayor Luckstein asked if both could be done? Could the council issue a cease-and-desist order, but also start the process of amending the City code. City attorney, Mike Flaherty answered questions from the council and recommended to amend the home business portion of the city code.

Motion made by Daschner, second by Reeve to enforce the existing zoning code for R-1 and issue a cease-and-desist order to Adam Maxwell at 375 4th St. SW. Motion carried.

- D. Parks and Trails Commission Appointments** – Public Works Director Shane Loftus asked the council to approve Marlene Young and Carrie Klassen, each for a three-year term to the Park and Trails Commission.

Motion was made by Daschner, second by Jacobs to approve the appointment of Marlene Young and Carrie Klassen to a three-year term to the Park and Trails Commission to expire on December 31, 2024. Motion carried.

- E. Rezone Orchard Hills 7th Addition – Ordinance 2021-02** – Peter Meyer has made application to the City of Plainview for a subdivision to be named Orchard Hills 7th Addition located in the southeast portion of the city. The request by Meyer is to rezone the two subject properties identified by PID # 26.00111.12 and 26.00111.18 from AG to R-2 for the purpose of furthering the development. A public hearing was held on December 15, 2020 at a special meeting of the Planning and Zoning Commission where the rezone and preliminary plat was discussed, and public input was heard. At the Planning and Zoning meeting the proposal was reviewed and the Commission forwarded it to City Council recommending approval.

Motion made by Daschner, second by Jacobs to approve Ordinance 2021-02 Amending the Official Zoning Map of the City of Plainview, Orchard Hills 7th from AG to R-2.

Roll Call:

Luckstein “Aye”

Daschner “Aye”

Reeve “Aye”

Jacobs “Aye”

Hammer Bartley “Aye”

Motion carried.

- F. Orchard Hills 7th Addition Preliminary Plat – Resolution 2021-02-** Peter Meyer has made application to the City of Plainview for a subdivision to be named Orchard Hills 7th Addition located in the southeast portion of the city. The request is for 26 single-family lots and one detention pond lot. This phase of Orchard Hills is intended to be the final phase of the whole subdivision. A public hearing was held on December 15, 2020 at a special meeting of the Planning and Zoning Commission whereby the preliminary plat was discussed, and public input was heard. At the Planning and Zoning Commission meeting, this proposal was reviewed and the Commission, by a vote of 4-1-1, forwarded it to City Council recommending approval, with some conditions. Harry Davis from Bolton and Menk informed the council of the conditions and mentioned that there were a lot of public comments regarding the preliminary plat, along with a lengthy discussion by the Planning Commission. Sidewalks, drainage issues and street issues were discussed. Brain Malm told the council that the city should implement a sidewalk plan moving forward, not just for this development. Daschner also agreed that there should be a sidewalk plan, as this has been discussed in the past, but never completed. Mayor Luckstein stated a sidewalk plan would be extremely important, and would eliminate confusion for developers, and well as city council. It was also noted that this development becomes difficult because it is the 7th addition, and of the first 6 parts of

the development, no sidewalks were implemented. Mayor Luckstein asked if it could be a condition to the final plat, that if a sidewalk plan were in place, this development would need to comply with the sidewalk plan. Todd and Malm both stated yes it can be part of the development agreement, and that the city attorney would draw up the agreement, the council would not have to decide on the verbiage at this time. Flaherty informed the council that there is a 2-stage plan – a preliminary plat and a final plat. Les Conway commented on the difference in the 1200 feet compared to the variance of 1281 feet. Conway also mentioned how the character of this development was written to keep it looking like a rural development, and the developer has done that by not including sidewalks in any part of the subdivision thus far.

Motion made by Daschner, second by Luckstein to approve Orchard Hills 7th Addition Preliminary Plat, Resolution 2021-02 with conditions as listed. Motion failed 1-4.

Motion made by Jacobs, second by Hammer Bartley, to approve, Orchard Hills 7th Addition Preliminary Plat, Resolution 2021-02 with conditions striking 2D, which states, “the developer shall receive a waiver to not install sidewalks along proposed streets within this phase of Orchard hills.” Motion carried unanimously.

G. Bolton and Menk Pay Application 2020 Street & Utility Improvements - Bolton and Menk presented the pay estimate No. 7 from Alcon Excavation Co. in the amount of \$7,371.05.

Motion by Daschner, second by Jacobs to approve pay estimate No. 7 to Alcon Excavation Co. in the amount of \$7,371.05. Motion carried.

9. INFORMATION ONLY DOCUMENTS

A. City Hall Security Door Update- Administrator Todd explained that city staff identified the need to update city hall’s security system. Todd answered all questions from the council. Custom Alarm quotes are as follows:

Quote 1.) Door Release Relay with Video Intercom with Master Station and Door Station \$6,976.

Quote 2.) Receiver-4 zone with Door Release Button \$1,231.

10. COUNCIL COMMENT

-Daschner – Thank you to the old council members, and welcome to the new council members. If anyone has question, please feel free to reach out. Is very excited to work with everyone. City is going in a good direction.

-Jacobs – Park and Trails Commission is open to the public, meetings are posted on the city website, so feel free to stop by. If anyone has any thoughts or opinions, please bring them up.

-Luckstein – Thank you to past council members, thank you to Mayor Ziebell and city staff for your assistance in bringing us up to speed, thank you to everyone for your patience as we work through our first council meeting tonight. Look forward to working with folks and residents as well.

11. ADJOURN –

Motion by Luckstein, second by Jacobs to adjourn the Plainview City Council meeting. Motion carried.
Meeting adjourned at 7:44 pm.

Aaron Luckstein, Mayor

Carol Kujath, City Clerk

DRAFT

Input Date	Invoice	Seq	Type	Description	Invoice Date	Due Date	Total Cost	GL Account
416 AFLAC								
01/15/2021	103122	1	Invoice	EMPLOYEE INS.	01/12/2021	01/19/2021	151.06	101-21705
01/15/2021	693560	1	Invoice	EMPLOYEE INS.	12/12/2020	01/19/2021	151.06	101-21705
Total 416 AFLAC:							302.12	
105988 AG PARTNERS								
01/15/2021	426250	1	Invoice	FEED SCOOP/SNOW	01/14/2021	01/19/2021	8.50	101-43125-217
Total 105988 AG PARTNERS:							8.50	
106703 ALCON EXCAVATION, INC.								
01/20/2021	PAY EST #7	1	Invoice	2020 STREET PROJECT ESTIMATE NO 7	12/29/2020	01/19/2021	7,371.05	417-48000-530
Total 106703 ALCON EXCAVATION, INC.:							7,371.05	
106356 ALL FLAGS, LLC								
02/03/2021	23727	1	Invoice	FLAGS/STREETS	01/29/2021	02/10/2021	586.80	101-43100-217
Total 106356 ALL FLAGS, LLC:							586.80	
106748 AT-SCENE LLC								
01/19/2021	1139	1	Invoice	SUBSCRIPTIONS ICRIMEFIGHTER ENTERP	01/01/2021	01/19/2021	1,300.00	101-42100-321
Total 106748 AT-SCENE LLC:							1,300.00	
104716 BAKER & TAYLOR								
01/20/2021	L2300462 JA	1	Invoice	BOOK LEASE/LIBRARY	01/19/2021	01/19/2021	1,110.47	211-45500-592
01/20/2021	LS21010093	1	Invoice	BOOK LEASE/LIBRARY	01/19/2021	01/19/2021	1,092.00	211-45500-592
Total 104716 BAKER & TAYLOR:							2,202.47	
329 BECKLEYS OFFICE PRODUCTS								
01/12/2021	JAN 2021	1	Invoice	paper shred	01/11/2021	01/19/2021	36.50	101-41500-401
Total 329 BECKLEYS OFFICE PRODUCTS:							36.50	
31 BENNETT & SONS SAND & GRAVEL								
02/02/2021	37037	1	Invoice	SNOW HAULING	12/31/2020	02/10/2021	1,398.00	101-43125-310
Total 31 BENNETT & SONS SAND & GRAVEL:							1,398.00	
106219 BRAUN, DAVID								
01/14/2021	542046	1	Invoice	2SQ FT #9 STEEL/PW	01/13/2021	01/19/2021	10.00	101-43100-221
Total 106219 BRAUN, DAVID:							10.00	
105305 BROWNELLS, INC.								
01/13/2021	20394510.00	1	Invoice	GLOCK NIGHT SIGHT SET/PD	01/05/2021	01/19/2021	357.71	101-42100-418
Total 105305 BROWNELLS, INC.:							357.71	
104828 CENTER POINT LARGE PRINT								
01/20/2021	1817105	1	Invoice	LG PRINT BOOKS/LIB	12/15/2020	01/19/2021	108.73	211-45500-592
Total 104828 CENTER POINT LARGE PRINT:							108.73	

Input Date	Invoice	Seq	Type	Description	Invoice Date	Due Date	Total Cost	GL Account
572 CENTURYLINK/PHOENIX								
01/20/2021	313054219 J	1	Invoice	PHONE/POOL	01/11/2021	01/19/2021	57.71	225-45128-321
01/20/2021	313539040 J	1	Invoice	PHONE PARK BOARD	01/11/2021	01/19/2021	55.52	225-45200-321
Total 572 CENTURYLINK/PHOENIX:							113.23	
106449 CINTAS CORPORATION								
01/22/2021	4072062541	1	Invoice	MATS & SCRAPER/PW	01/05/2021	01/28/2021	16.64	101-43100-310
01/22/2021	4072711830	1	Invoice	MATS & SCRAPER/PW	01/12/2021	01/28/2021	16.64	101-43100-310
01/22/2021	4072711868	1	Invoice	MOPS&TOWELS/CITYHALL	01/12/2021	01/28/2021	17.41	101-41500-310
01/22/2021	4073401743	1	Invoice	MATS & SCRAPER/PW	01/19/2021	01/28/2021	16.64	101-43100-310
01/27/2021	4074046446	1	Invoice	MATS & SCRAPER/PW	01/26/2021	01/28/2021	16.64	101-43100-310
Total 106449 CINTAS CORPORATION:							83.97	
105990 CIVIC SYSTEMS, LLC								
01/08/2021	CVC20174	1	Invoice	SUPPORT FEE/ADM	12/29/2020	01/19/2021	5,068.00	101-41500-309
Total 105990 CIVIC SYSTEMS, LLC:							5,068.00	
51 CONSTRUCTION MGMT. SERVICES								
02/03/2021	JANUARY 20	1	Invoice	BUILDING INSPECTION	01/31/2021	02/10/2021	1,278.31	101-41500-316
Total 51 CONSTRUCTION MGMT. SERVICES:							1,278.31	
105876 CURTISS, MEG								
01/12/2021	WALMART 1/	1	Invoice	CLEANING SUPPLIES/LIBRARY	01/11/2021	01/19/2021	5.15	211-45500-201
Total 105876 CURTISS, MEG:							5.15	
106747 DANA SAFETY SUPPLY, INC								
01/13/2021	691129	1	Invoice	INTERNAL POCKET INSERT/PD	12/21/2020	01/19/2021	36.00	101-42100-590
02/03/2021	692188	1	Invoice	THERMAL PRINTER W/BLUETOOTH, POWER	12/28/2020	02/10/2021	396.24	101-42100-590
02/03/2021	695872-A	1	Invoice	HANDCUFF LEY OVERRIDE/PD	01/13/2021	02/10/2021	678.00	101-42100-590
02/03/2021	696899	1	Invoice	LI-ION RECHARGEABLE BATTERY/PD	01/18/2021	02/10/2021	135.00	101-42100-590
Total 106747 DANA SAFETY SUPPLY, INC:							1,245.24	
106665 DANCKWART LANDSCAPING & EXCAVATING								
01/15/2021	13854	1	Invoice	SAND, PAVERS, LABOR	12/28/2020	01/19/2021	2,010.53	601-49400-228
Total 106665 DANCKWART LANDSCAPING & EXCAVATING:							2,010.53	
106428 DATA SMART COMPUTERS INC.								
01/08/2021	67685	1	Invoice	DATTO BACKUP	01/03/2021	01/19/2021	149.00	101-41500-309
01/08/2021	67686	1	Invoice	ADMIN ANTI-VIRUS MONTHLY	01/03/2021	01/19/2021	72.00	101-41500-309
01/19/2021	67778	1	Invoice	ADMIN ANTI-VIRUS MONTHLY	01/03/2021	01/19/2021	6.49	101-41500-309
01/08/2021	67813	1	Invoice	ADMIN-EXCHANGE/MICROSOFT 365	01/04/2021	01/19/2021	189.00	101-41500-309
01/08/2021	67861	1	Invoice	ADMIN IT SUPPORT/NEW EMAILS	01/04/2021	01/19/2021	62.50	101-41500-310
01/19/2021	67931	1	Invoice	ADMIN IT SUPPORT	01/15/2021	01/19/2021	62.50	101-41500-310
Total 106428 DATA SMART COMPUTERS INC.:							541.49	
105806 FLAHERTY & HOOD, P.A.								
01/20/2021	15564	1	Invoice	ADMIN LEGAL FEES	01/11/2021	01/19/2021	543.75	101-41500-304
Total 105806 FLAHERTY & HOOD, P.A.:							543.75	

Input Date	Invoice	Seq	Type	Description	Invoice Date	Due Date	Total Cost	GL Account
93 FORESIGHT BANK								
01/26/2021	2020A GO U	1	Invoice	BOND PRINCIPAL/WATER	01/25/2021	01/26/2021	115,000.00	601-49400-601
01/26/2021	2020A GO U	2	Invoice	BOND INTEREST/WATER	01/25/2021	01/26/2021	17,029.25	601-49400-611
01/26/2021	2020A GO U	3	Invoice	BOND PRINCIPAL/SEWER	01/25/2021	01/26/2021	115,000.00	602-49450-601
01/26/2021	2020A GO U	4	Invoice	BOND INTEREST/SEWER	01/25/2021	01/26/2021	17,029.25	602-49450-611
Total 93 FORESIGHT BANK:							264,058.50	
106686 FRANK WALLER AUTO SERVICE								
02/02/2021	2013 EXPLO	1	Invoice	2013 EXPLORER REPAIRS & SERVICE/PD	01/08/2021	02/10/2021	1,010.00	101-42100-221
Total 106686 FRANK WALLER AUTO SERVICE:							1,010.00	
104 GOPHER STATE ONE CALL								
01/15/2021	1000681	1	Invoice	ANNUAL FEE	01/01/2021	01/19/2021	25.00	601-49400-310
01/15/2021	1000681	2	Invoice	ANNUAL FEE	01/01/2021	01/19/2021	25.00	602-49450-310
02/02/2021	1010681	1	Invoice	LOCATES WATER	01/31/2021	02/10/2021	2.03	601-49400-310
02/02/2021	1010681	2	Invoice	LOCATES SEWER	01/31/2021	02/10/2021	2.02	602-49450-310
Total 104 GOPHER STATE ONE CALL:							54.05	
105880 GRAPHIC DESIGNS								
01/13/2021	01/13/21	1	Invoice	GRAPHICS NEW SQUAD 2021 EXPLORER/P	01/13/2021	01/19/2021	612.00	101-42100-590
Total 105880 GRAPHIC DESIGNS:							612.00	
106564 HAWKINS, INC.								
01/26/2021	4868953	1	Invoice	Water Supplies/Wells	01/25/2021	01/28/2021	217.75	601-49400-221
01/29/2021	4869719	1	Invoice	Water Supplies/Wells	01/25/2021	02/10/2021	193.92	601-49400-221
Total 106564 HAWKINS, INC.:							411.67	
105808 HBC, INC.								
01/12/2021	71466 JANU	1	Invoice	PHONE&INTERN/LIBRARY	01/02/2021	01/19/2021	52.76	211-45500-321
01/13/2021	78487 JANU	1	Invoice	PHONE INTERNET/ADMIN	01/02/2021	01/19/2021	477.76	101-41500-321
01/13/2021	78487 JANU	2	Invoice	PHONE INTERNET/PD	01/02/2021	01/19/2021	273.90	101-42100-321
01/13/2021	78487 JANU	3	Invoice	PHONE INTERNET/PUBLIC WORKS	01/02/2021	01/19/2021	266.57	101-43100-321
01/19/2021	JAN 2021	1	Invoice	PHONE&INTERNET/FIRE DEPT.	01/02/2021	01/19/2021	319.86	101-42200-321
Total 105808 HBC, INC.:							1,390.85	
105970 HG ELECTRIC, LLC								
02/03/2021	C713	1	Invoice	INSTALL PHOTO EYE FOR PARKING LOT LIG	01/25/2021	02/10/2021	361.00	211-45500-223
01/29/2021	C714	1	Invoice	INSTALL CONTROL PANEL ICE RINK LIGHTS	01/25/2021	02/10/2021	1,259.00	225-45127-217
Total 105970 HG ELECTRIC, LLC:							1,620.00	
116 HIGH PLAINS								
01/20/2021	12/31/20 STA	1	Invoice	FUEL/FIRE DEPT-RURAL	12/31/2020	01/19/2021	98.65	101-42200-212
01/12/2021	173756	1	Invoice	FUEL/PW INVOICE #173756	12/03/2020	01/19/2021	43.83	101-43100-212
01/12/2021	173888	1	Invoice	FUEL/PW INVOICE #173888	12/07/2020	01/19/2021	5.23	101-43100-212
01/12/2021	173889	1	Invoice	FUEL/PW INVOICE #173889	12/07/2020	01/19/2021	59.23	101-43100-212
01/12/2021	174045	1	Invoice	FUEL/PW INVOICE #174045	12/11/2020	01/19/2021	94.96	101-43100-212
01/12/2021	174279	1	Invoice	FUEL/PARKS INVOICE #174279	12/18/2020	01/19/2021	121.61	225-45200-212
01/12/2021	174359	1	Invoice	FUEL/SNOW INVOICE #174359	12/21/2020	01/19/2021	63.62	101-43125-212
01/12/2021	174360	1	Invoice	FUEL/SNOW INVOICE #174360	12/21/2020	01/19/2021	22.40	101-43125-212
01/12/2021	174380	1	Invoice	FUEL/PW INVOICE #174380	12/21/2020	01/19/2021	48.37	101-43100-212
01/12/2021	174475	1	Invoice	FUEL/SNOW INVOICE #174475	12/24/2020	01/19/2021	8.68	101-43125-212

Input Date	Invoice	Seq	Type	Description	Invoice Date	Due Date	Total Cost	GL Account
01/12/2021	174477	1	Invoice	FUEL/SNOW INVOICE #174477	12/24/2020	01/19/2021	50.66	101-43125-212
01/12/2021	174478	1	Invoice	FUEL/SNOW INVOICE #174478	12/24/2020	01/19/2021	53.32	101-43125-212
01/12/2021	174563	1	Invoice	FUEL/SNOW INVOICE #174563	12/28/2020	01/19/2021	44.70	101-43125-212
01/12/2021	174630	1	Invoice	FUEL/SNOW INVOICE #174630	12/30/2020	01/19/2021	105.46	101-43125-212
01/12/2021	174639	1	Invoice	FUEL/SNOW INVOICE #174639	12/30/2020	01/19/2021	12.28	101-43125-212
Total 116 HIGH PLAINS:							833.00	
105714 I.U.O.E LOCAL49 FRINGE BENEFIT FUNDS								
02/04/2021	MARCH 202	1	Invoice	EMPLOYEE HEALTH INSURANCE-MARCH 20	02/03/2021	02/04/2021	3,975.00	101-41500-131
02/04/2021	MARCH 202	2	Invoice	EMPLOYEE HEALTH INSURANCE-MARCH 20	02/03/2021	02/04/2021	1,325.00	101-42100-131
02/04/2021	MARCH 202	3	Invoice	EMPLOYEE HEALTH INSURANCE-MARCH 20	02/03/2021	02/04/2021	1,113.00	101-43100-131
02/04/2021	MARCH 202	4	Invoice	EMPLOYEE HEALTH INSURANCE-MARCH 20	02/03/2021	02/04/2021	212.00	101-43125-131
02/04/2021	MARCH 202	5	Invoice	EMPLOYEE HEALTH INSURANCE-MARCH 20	02/03/2021	02/04/2021	1,325.00	225-45200-131
02/04/2021	MARCH 202	6	Invoice	EMPLOYEE HEALTH INSURANCE-MARCH 20	02/03/2021	02/04/2021	1,325.00	601-49400-131
02/04/2021	MARCH 202	7	Invoice	EMPLOYEE HEALTH INSURANCE-MARCH 20	02/03/2021	02/04/2021	1,325.00	602-49450-131
02/04/2021	MARCH 202	1	Invoice	EMPLOYEE HEALTH INSURANCE-MARCH 20	02/03/2021	02/04/2021	1,527.00	101-41500-131
02/04/2021	MARCH 202	2	Invoice	EMPLOYEE HEALTH INSURANCE-MARCH 20	02/03/2021	02/04/2021	10,689.00	101-42100-131
02/04/2021	MARCH 202	3	Invoice	EMPLOYEE HEALTH INSURANCE-MARCH 20	02/03/2021	02/04/2021	1,282.68	101-43100-131
02/04/2021	MARCH 202	4	Invoice	EMPLOYEE HEALTH INSURANCE-MARCH 20	02/03/2021	02/04/2021	244.32	101-43125-131
02/04/2021	MARCH 202	5	Invoice	EMPLOYEE HEALTH INSURANCE-MARCH 20	02/03/2021	02/04/2021	3,054.00	211-45500-131
Total 105714 I.U.O.E LOCAL49 FRINGE BENEFIT FUNDS:							27,397.00	
348 JOHN DEERE FINANCIAL								
01/08/2021	1479413	1	Invoice	PARTS/PW	01/07/2021	01/19/2021	104.08	101-43100-221
01/12/2021	1479729	1	Invoice	DEERE BELT/PARKS	01/08/2021	01/19/2021	180.02	225-45200-221
01/29/2021	1483567	1	Invoice	PARTS/PW	01/28/2021	02/10/2021	12.76	101-43100-221
02/02/2021	IP06601B	1	Invoice	FILTER/SNOW	01/29/2021	02/10/2021	69.01	101-43125-221
01/22/2021	IP07026	1	Invoice	PARTS/SNOW	01/20/2021	01/28/2021	4.80	101-43125-221
02/02/2021	IP07281	1	Invoice	GREASE POLY/PW	02/01/2021	02/10/2021	39.00	101-43100-221
Total 348 JOHN DEERE FINANCIAL:							409.67	
106520 KENNY SYLVESTER CONSTRUCTION								
01/08/2021	JAN 2021	1	Invoice	CLEANING CITY HALL/ADMIN DECEMBER 20	01/07/2021	01/19/2021	600.00	101-41500-401
01/08/2021	JAN 2021	2	Invoice	CLEANING CITY HALL/COUNCIL DECEMBER	01/07/2021	01/19/2021	600.00	101-41110-401
Total 106520 KENNY SYLVESTER CONSTRUCTION:							1,200.00	
141 KREOFKY BUILDING SUPPLIES								
02/01/2021	2101-507753	1	Invoice	REFLECTIVE VINYL & MAILBOX/PW	01/05/2021	02/10/2021	23.76	101-43100-217
02/01/2021	2101-507762	1	Invoice	GOLD ALUMINUM NUMBERS/PW	01/05/2021	02/10/2021	.20	101-43100-217
02/01/2021	2101-508110	1	Invoice	CABLE TIES/PW	01/06/2021	02/10/2021	4.99	101-43100-217
02/01/2021	2101-508239	1	Invoice	PARTS/SNOW	01/06/2021	02/10/2021	12.29	101-43125-221
02/01/2021	2101-508364	1	Invoice	TOILET PART/CITY HALL	01/07/2021	02/10/2021	5.49	101-41500-223
02/02/2021	2101-509520	1	Invoice	PARTS/ICE RINK	01/11/2021	02/10/2021	13.15	225-45127-221
02/01/2021	2101-512535	1	Invoice	CORNER IRON & ORANGE DRIVEWAY MARK	01/22/2021	02/10/2021	5.97	101-43125-217
02/01/2021	2101-512591	1	Invoice	PARTS/SNOW	01/22/2021	02/10/2021	6.10	101-43125-221
02/01/2021	2101-512628	1	Invoice	WOOD GLUE/PW	01/22/2021	02/10/2021	3.79	101-43100-217
02/01/2021	2101-513755	1	Invoice	PARTS/WATER	01/27/2021	02/10/2021	17.78	601-49400-217
02/01/2021	2101-514056	1	Invoice	PARTS EASTWOOD MENS BATHROOM/PAR	01/28/2021	02/10/2021	11.78	225-45200-223
Total 141 KREOFKY BUILDING SUPPLIES:							105.30	
106330 LAVIGNE, MIKE								
02/03/2021	W1212537	1	Invoice	UNIFORM-DUTY BELT & FLASHLIGHT HOLD	01/25/2021	02/10/2021	87.16	101-42100-417

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Total 106330 LAVIGNE, MIKE:							87.16	
365 LEAGUE OF MINNESOTA CITIES/FINANCE								
02/03/2021	334218	1	Invoice	PATROL SUBSCRIPTION/PD	01/11/2021	02/10/2021	990.00	101-42100-433
Total 365 LEAGUE OF MINNESOTA CITIES/FINANCE:							990.00	
106590 LICKITY STITCH								
01/27/2021	1182	1	Invoice	UNIFORM C.KUJATH	01/26/2021	01/28/2021	128.68	101-41500-417
Total 106590 LICKITY STITCH:							128.68	
106720 LOFFLER COMPANIES INC.								
01/20/2021	28523283	1	Invoice	ADMIN COPIER LEASE	01/07/2021	01/19/2021	161.22	101-41500-401
01/20/2021	3610985	1	Invoice	COPIER CHARGES/ADMIN	01/04/2021	01/19/2021	63.78	101-41500-401
Total 106720 LOFFLER COMPANIES INC.:							225.00	
160 LYONS OIL MINI MART								
02/03/2021	1/31/2021 ST	1	Invoice	CREDIT/DISCOUNT FOR JANUARY 2021	01/31/2021	02/10/2021	4.77-	101-43125-212
02/03/2021	1/31/2021 ST	2	Invoice	CREDIT/DISCOUNT FOR JANUARY 2021	01/31/2021	02/10/2021	.61-	225-45127-212
02/03/2021	1/31/2021 ST	3	Invoice	CREDIT/DISCOUNT FOR JANUARY 2021	01/31/2021	02/10/2021	.98-	601-49400-212
02/03/2021	5272459	1	Invoice	FUEL/SNOW	01/10/2021	02/10/2021	11.62	101-43125-212
02/03/2021	5272813	1	Invoice	FUEL/SNOW	01/22/2021	02/10/2021	6.24	101-43125-212
02/03/2021	5272814	1	Invoice	FUEL/SNOW	01/22/2021	02/10/2021	52.68	101-43125-212
02/03/2021	5272895	1	Invoice	FUEL/SNOW	01/26/2021	02/10/2021	109.62	101-43125-212
02/03/2021	5274127	1	Invoice	FUEL/SNOW	01/04/2021	02/10/2021	46.04	101-43125-212
02/03/2021	5274131	1	Invoice	FUEL/WATER	01/04/2021	02/10/2021	43.25	601-49400-212
02/03/2021	5772821	1	Invoice	FUEL/SNOW	01/27/2021	02/10/2021	13.30	101-43125-212
02/03/2021	5773244	1	Invoice	FUEL/ICE RINK	01/19/2021	02/10/2021	31.68	225-45127-212
Total 160 LYONS OIL MINI MART:							308.07	
106690 McGRAW, ANDREA								
01/19/2021	01/15/2021	1	Invoice	KBS STEAM CLEANER/2101-510773	01/15/2021	01/19/2021	16.10	101-42100-437
01/19/2021	01/15/2021	2	Invoice	KBS RUG DOCTOR & UPHOLSTERY TOOL/2	01/15/2021	01/19/2021	37.56	101-42100-437
Total 106690 McGRAW, ANDREA:							53.66	
105998 METERING & TECHNOLOGY SOLUTION								
01/15/2021	18555	1	Invoice	WATER METER COUPLING	01/13/2021	01/19/2021	191.02	601-49400-217
Total 105998 METERING & TECHNOLOGY SOLUTION:							191.02	
175 MICHAEL'S TIRE & AUTO								
02/03/2021	128858	1	Invoice	TIRE REPAIR/PD	01/20/2021	02/10/2021	25.00	101-42100-221
02/03/2021	128870	1	Invoice	BRAKES/PD	01/25/2021	02/10/2021	436.67	101-42100-221
Total 175 MICHAEL'S TIRE & AUTO:							461.67	
106719 MIDWEST TAPE								
01/20/2021	99864784	1	Invoice	BOOKS/LIBRARY	01/19/2021	01/19/2021	133.45	211-45500-592
01/20/2021	STATEMENT	1	Invoice	BOOKS/LIBRARY	01/19/2021	01/19/2021	205.21	211-45500-592
Total 106719 MIDWEST TAPE:							338.66	

Input Date	Invoice	Seq	Type	Description	Invoice Date	Due Date	Total Cost	GL Account
106430 MN DEPT. OF NATURAL RESOURCES								
01/13/2021	01/12/21	1	Invoice	ATV RENEWAL	01/12/2021	01/19/2021	66.00	101-42100-228
01/12/2021	1980-5091/2	1	Invoice	WATER PERMIT INVOICE	01/11/2021	01/19/2021	934.00	601-49400-310
Total 106430 MN DEPT. OF NATURAL RESOURCES:							1,000.00	
223 MN ENERGY RESOURCES CORP.								
02/02/2021	0503043614-	1	Invoice	GAS UTILITY/SEWER	01/27/2021	02/10/2021	24.77	602-49450-383
01/20/2021	0503078391-	1	Invoice	GAS UTILITY/FIRE HALL	12/29/2020	01/19/2021	464.72	101-42200-383
01/08/2021	0503494971-	1	Invoice	GAS UTILITY/ICE RINK	12/31/2020	01/19/2021	81.59	225-45127-383
01/08/2021	0506816622-	1	Invoice	GAS UTILITY/SEWER	12/31/2020	01/19/2021	13.87	602-49450-383
02/03/2021	0506912263-	1	Invoice	GAS UTILITY/PUBLIC WORKS	01/28/2021	02/10/2021	434.36	101-43100-383
02/03/2021	0507609025-	1	Invoice	GAS UTILITY/LIBRARY	01/27/2021	02/10/2021	210.54	211-45500-383
Total 223 MN ENERGY RESOURCES CORP.:							1,229.85	
106567 MOBILE BEACON								
01/20/2021	1-8-2021	1	Invoice	HOTSPOT-SERVICE FEE/LIBRARY	01/19/2021	01/19/2021	480.00	211-45500-221
Total 106567 MOBILE BEACON:							480.00	
106749 NEW AGE TREE SERVICE								
01/29/2021	1942	1	Invoice	REMOVAL AND CLEANUP TREES	01/28/2021	02/10/2021	4,800.00	101-43100-222
Total 106749 NEW AGE TREE SERVICE:							4,800.00	
106466 OVERDRIVE, INC.								
01/20/2021	02225CO204	1	Invoice	AUDIO/LIBRARY	12/16/2020	01/19/2021	31.99	211-45500-592
01/20/2021	02225CO204	1	Invoice	AUDIO/LIBRARY	12/28/2020	01/19/2021	80.00	211-45500-592
01/20/2021	0225CO2045	1	Invoice	AUDIO/LIBRARY	12/17/2020	01/19/2021	63.45	211-45500-592
Total 106466 OVERDRIVE, INC.:							175.44	
106161 PEOPLE'S ENERGY COOPERATIVE								
01/20/2021	2643900 JAN	1	Invoice	ELEC WELL #3	01/06/2021	01/19/2021	1,536.00	601-49400-381
01/20/2021	2647400 JAN	1	Invoice	ELEC SKATING RINK	01/06/2021	01/19/2021	67.00	225-45127-381
01/20/2021	2658900 JAN	1	Invoice	ELEC POOL	01/06/2021	01/19/2021	80.00	225-45128-381
01/20/2021	2706100 JAN	1	Invoice	ELEC NE LIFT STATION	01/06/2021	01/19/2021	281.00	602-49450-381
01/20/2021	2709900 JAN	1	Invoice	ELEC WEST BROADWAY	01/06/2021	01/19/2021	10.00	101-42500-381
01/20/2021	2714900 JAN	1	Invoice	ELEC STREET LIGHTS	01/06/2021	01/19/2021	2,679.00	101-43100-381
01/20/2021	2738000 JAN	1	Invoice	ELEC WELL #2	01/06/2021	01/19/2021	1,636.00	601-49400-381
01/20/2021	2739100 JAN	1	Invoice	ELEC PW BUILDING	01/06/2021	01/19/2021	302.00	101-43100-381
01/20/2021	2747700 JAN	1	Invoice	ELEC SW SIREN	01/06/2021	01/19/2021	49.00	101-42500-381
01/20/2021	2764400 JAN	1	Invoice	ELEC NW LIFT STATION	01/06/2021	01/19/2021	383.00	602-49450-381
01/19/2021	2767800 JAN	1	Invoice	ELEC CEMETERY FLAG LIGHT	01/06/2021	01/19/2021	37.00	235-49010-381
01/19/2021	2777600 JAN	1	Invoice	ELEC LIBRARY	01/06/2021	01/19/2021	293.00	211-45500-381
01/19/2021	3036800 JAN	1	Invoice	ELEC FIRE HALL	01/06/2021	01/19/2021	252.00	101-42200-381
01/19/2021	3038100 JAN	1	Invoice	ELEC CITY HALL/ADMIN	01/06/2021	01/19/2021	121.67	101-41500-381
01/19/2021	3038100 JAN	2	Invoice	ELEC CITY HALL/COUNCIL	01/06/2021	01/19/2021	121.67	101-41110-381
01/19/2021	3038100 JAN	3	Invoice	ELEC CITY HALL/PD	01/06/2021	01/19/2021	121.66	101-42100-381
01/19/2021	3041300 JAN	1	Invoice	ELEC WEDGEWOOD PARK	01/06/2021	01/19/2021	34.00	225-45200-381
01/19/2021	3042300 JAN	1	Invoice	ELEC WATER TOWER	01/06/2021	01/19/2021	247.00	601-49400-381
01/19/2021	3043900 JAN	1	Invoice	ELEC BIKE TRAILHEAD	01/06/2021	01/19/2021	53.00	225-45200-381
01/19/2021	3274000 JAN	1	Invoice	ELEC 6TH STREET LIGHTS	01/06/2021	01/19/2021	93.65	101-43100-381
01/19/2021	3274100 JAN	1	Invoice	ELEC 4TH STREET LIGHTS	01/06/2021	01/19/2021	119.84	101-43100-381
01/19/2021	3274200 JAN	1	Invoice	ELEC 2ND STREET LIGHTS	01/06/2021	01/19/2021	85.54	101-43100-381
01/19/2021	3274300 JAN	1	Invoice	ELEC 1ST STREET LIGHTS	01/06/2021	01/19/2021	73.69	101-43100-381

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Total 106161 PEOPLE'S ENERGY COOPERATIVE:							8,676.72	
105723 PEOPLES STATE BANK-GENERAL								
01/19/2021	2019A GO B	1	Invoice	2019A GO BOND INTEREST PAYMENT	01/11/2021	01/19/2021	7,940.00	300-47000-611
Total 105723 PEOPLES STATE BANK-GENERAL:							7,940.00	
754 PITNEY BOWES RESERVE ACCT								
01/20/2021	1/18/21	1	Invoice	POSTAGE	01/18/2021	01/19/2021	21.05	101-41110-322
01/20/2021	1/18/21	2	Invoice	POSTAGE	01/18/2021	01/19/2021	168.40	101-41500-322
01/20/2021	1/18/21	3	Invoice	POSTAGE	01/18/2021	01/19/2021	42.10	101-42100-32200
01/20/2021	1/18/21	4	Invoice	POSTAGE	01/18/2021	01/19/2021	21.05	101-42200-322
01/20/2021	1/18/21	5	Invoice	POSTAGE	01/18/2021	01/19/2021	42.10	101-43100-322
01/20/2021	1/18/21	6	Invoice	POSTAGE	01/18/2021	01/19/2021	21.05	211-45500-322
01/20/2021	1/18/21	7	Invoice	POSTAGE	01/18/2021	01/19/2021	21.05	225-45128-322
01/20/2021	1/18/21	8	Invoice	POSTAGE	01/18/2021	01/19/2021	63.15	601-49400-322
01/20/2021	1/18/21	9	Invoice	POSTAGE	01/18/2021	01/19/2021	21.04	602-49450-322
Total 754 PITNEY BOWES RESERVE ACCT:							420.99	
76 PLAINVIEW EDA								
02/04/2021	FEB 21	1	Invoice	FEBRUARY 2021 CONTRIBUTION	02/03/2021	02/04/2021	3,750.00	101-46500-491
02/04/2021	JAN 21	1	Invoice	JANUARY 2021 CONTRIBUTION	02/03/2021	02/04/2021	3,750.00	101-46500-491
Total 76 PLAINVIEW EDA:							7,500.00	
238 PLAINVIEW PARTS HOUSE								
01/12/2021	644503	1	Invoice	FILTER, RAGS, 32IN VINL DIP/PW	12/02/2020	01/19/2021	34.55	101-43100-221
01/12/2021	645169	1	Invoice	FILTERS, DISPOSABLE GLOVES/PW	12/14/2020	01/19/2021	77.19	101-43100-221
01/13/2021	645690	1	Invoice	MICRO3 FUSE/PD	12/21/2020	01/19/2021	2.18	101-42100-221
01/12/2021	645847	1	Invoice	BATTERY CABLE BOLT/PW	12/23/2020	01/19/2021	2.96	101-43100-221
01/12/2021	645883	1	Invoice	2.5 DEF/PW	12/24/2020	01/19/2021	29.97	101-43100-221
01/12/2021	645990	1	Invoice	2004 CHEVY BATTERY/PW	12/28/2020	01/19/2021	145.42	101-43100-221
01/12/2021	646010	1	Invoice	TERMINAL BOLT/PW	12/28/2020	01/19/2021	2.45	101-43100-221
01/13/2021	646115	1	Invoice	WIPER BLADES/PD	12/29/2020	01/19/2021	40.36	101-42100-221
01/12/2021	646332	1	Invoice	WHEEL CHARGER/PW	12/31/2020	01/19/2021	399.00	101-43100-221
Total 238 PLAINVIEW PARTS HOUSE:							734.08	
240 PLAINVIEW POSTMASTER								
02/03/2021	FEBRUARY	1	Invoice	UTILITY BILLING	02/03/2021	02/03/2021	180.69	601-49400-201
02/03/2021	FEBRUARY	2	Invoice	UTILITY BILLING	02/03/2021	02/03/2021	180.69	602-49450-201
Total 240 PLAINVIEW POSTMASTER:							361.38	
458 POST-BULLETIN COMPANY LLC								
01/20/2021	179788998	1	Invoice	RENEWAL/LIBRARY	01/19/2021	01/19/2021	276.00	211-45500-592
Total 458 POST-BULLETIN COMPANY LLC:							276.00	
104657 POWERPLAN								
02/03/2021	P0125802	1	Invoice	REPAIRS/SNOW	02/02/2021	02/10/2021	4,014.24	101-43125-221
Total 104657 POWERPLAN:							4,014.24	
106693 PUBLIC HEALTH SERVICES								
01/26/2021	288	1	Invoice	BACTERIA W/20% DISCOUNT	01/14/2021	01/28/2021	297.60	601-49400-201

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Total 106693 PUBLIC HEALTH SERVICES:							297.60	
741 QUILL CORPORATION								
02/02/2021	94387014	1	Invoice	OFFICE SUPPLIES	01/28/2021	02/10/2021	188.39	101-41500-201
02/04/2021	94449901	1	Invoice	SUPPLIES/ADMIN	02/02/2021	02/10/2021	74.99	101-41500-201
Total 741 QUILL CORPORATION:							263.38	
105845 RAHMAN HEATING, AC &								
01/20/2021	I-9174-1	1	Invoice	MONTHLY COMFORT CLUB/FIRE HALL	12/17/2020	01/19/2021	153.60	101-42200-223
Total 105845 RAHMAN HEATING, AC &:							153.60	
268 SELCO								
01/20/2021	48506	1	Invoice	BASIC TECH FEES/PC SUPPORT/MAILERS	01/19/2021	01/19/2021	861.32	211-45500-418
01/20/2021	48556	1	Invoice	PUBLIC PC MANAGEMENT	01/19/2021	01/19/2021	180.00	211-45500-418
Total 268 SELCO:							1,041.32	
284 STREICHER'S								
02/02/2021	02/02/21 STA	1	Invoice	UNIFORM/Z.NEUMANN	02/02/2021	02/10/2021	1,402.13	101-42100-417
01/13/2021	I1471895	1	Invoice	NAME TAGS/E.RAHMAN	12/18/2020	01/19/2021	11.98	101-42100-417
01/13/2021	I1475145	1	Invoice	NAME TAGS/L.SZYMANSKI	01/06/2021	01/19/2021	11.98	101-42100-417
Total 284 STREICHER'S:							1,426.09	
716 THREE RIVERS COMMUNITY ACTION								
02/01/2021	JANUARY 20	1	Invoice	JAN. TRANSIT BUS FEES	01/31/2021	02/10/2021	560.00	101-41500-317
Total 716 THREE RIVERS COMMUNITY ACTION:							560.00	
104900 TOMS LAWN & CLEANING SERVICE								
02/03/2021	5459	1	Invoice	JANUARY CLEANING/LIBRARY	01/31/2021	02/10/2021	760.00	211-45500-401
Total 104900 TOMS LAWN & CLEANING SERVICE:							760.00	
104321 UNIVERSAL TRUCK EQUIPMENT INC								
01/26/2021	54221	1	Invoice	PART/SNOW	01/22/2021	01/28/2021	139.00	101-43125-221
01/26/2021	54234	1	Invoice	PART/SNOW	01/22/2021	01/28/2021	125.76	101-43125-221
Total 104321 UNIVERSAL TRUCK EQUIPMENT INC:							264.76	
105973 USA BLUEBOOK								
01/20/2021	450842	1	Invoice	SAFETY SUPPLIES/WATER	12/18/2020	01/19/2021	94.19	601-49400-406
Total 105973 USA BLUEBOOK:							94.19	
105461 VISA/TCM BANK N.A.								
01/20/2021	#0165 JANU	1	Invoice	AMAZON/BOOKS & RUBBER BANDS	01/03/2021	01/19/2021	72.48	211-45500-201
01/15/2021	#6154 JANU	1	Invoice	VIKING ELECTRIC/CITY HALL LIGHTS	01/03/2021	01/19/2021	456.24	101-41500-223
01/15/2021	#6154 JANU	2	Invoice	USPS/WATER	01/03/2021	01/19/2021	8.25	601-49400-201
01/21/2021	#6188 JANU	1	Invoice	MN POLLUTION CONTROL-TRAINING	01/03/2021	01/21/2021	390.00	602-49450-331
01/21/2021	#6188 JANU	2	Invoice	ACCO BRANDS DIRECT/WALL CALENDAR	01/03/2021	01/21/2021	28.25	601-49400-201
01/21/2021	#6188 JANU	3	Invoice	ACCO BRANDS DIRECT/WALL CALENDAR	01/03/2021	01/21/2021	28.26	602-49450-201
01/20/2021	#6196 JANU	1	Invoice	DUNGAREES/S.LARSON UNIFORM	01/03/2021	01/19/2021	28.38	602-49450-417
01/20/2021	#6196 JANU	2	Invoice	BOBCAT OF ROCHESTER/TURN LIGHT-PW	01/03/2021	01/19/2021	45.43	101-43100-221
01/20/2021	#6360 JANU	1	Invoice	AMAZON/E.RAHMAN UNIFORM	01/03/2021	01/19/2021	129.22	101-42100-417

Input Date	Invoice	Seq	Type	Description	Invoice Date	Due Date	Total Cost	GL Account
01/20/2021	#6360 JANU	2	Invoice	MN CHIEFS OF POLICE ASSOCIATION/MEM	01/03/2021	01/19/2021	305.00	101-42100-433
01/20/2021	#6360 JANU	3	Invoice	SGAMMO/AMMO	01/03/2021	01/19/2021	202.67	101-42100-418
01/20/2021	#6360 JANU	4	Invoice	APPLE.COM	01/03/2021	01/19/2021	.99	101-42100-321
01/20/2021	#6360 JANU	5	Invoice	HARRY'S ARMY SURPLUS/B.MILLER UNIFOR	01/03/2021	01/19/2021	50.25	101-42100-417
01/20/2021	#6360 JANU	6	Invoice	AMAZON/DESK ORGANIZER-PD	01/03/2021	01/19/2021	16.28	101-42100-201
01/20/2021	#6360 JANU	7	Invoice	AMAZON/USB FLASH DRIVE-PD	01/03/2021	01/19/2021	27.75	101-42100-201
01/20/2021	#6360 JANU	8	Invoice	AMAZON/HANGING FOLDERS-PD	01/03/2021	01/19/2021	11.25	101-42100-201
01/20/2021	#6360 JANU	9	Invoice	AMAZON/FOLDERS-PD	01/03/2021	01/19/2021	34.51	101-42100-201
01/20/2021	#6360 JANU	10	Invoice	DANA SAFETY SUPPLY/CAPITAL IMPROVEM	01/03/2021	01/19/2021	2,081.92	101-42100-590
01/20/2021	#6360 JANU	11	Invoice	FENIEX INDUSTRIES/CAPITAL IMPROVEME	01/03/2021	01/19/2021	2,065.64	101-42100-590
01/20/2021	#6360 JANU	12	Invoice	TACTICAL ADVANTAGE/GLOCK 45	01/03/2021	01/19/2021	1,526.46	101-42100-418
01/20/2021	#6360 JANU	13	Invoice	HOSTGATOR/WEEBLY	01/03/2021	01/19/2021	8.99	101-42100-321
01/20/2021	#6360 JANU	14	Invoice	RADIO TIME SALES/PD	01/03/2021	01/19/2021	237.00	101-42100-437
01/20/2021	#6360 JANU	15	Invoice	AMAZON/3 HOLE PUNCH-PD	01/03/2021	01/19/2021	57.16	101-42100-201
01/20/2021	#6360 JANU	16	Invoice	AMAZON/BINDER-PD	01/03/2021	01/19/2021	16.10	101-42100-201
01/20/2021	#6360 JANU	17	Invoice	AMAZON/FILE STORAGE BOXES-PD	01/03/2021	01/19/2021	19.59	101-42100-201
01/20/2021	#6360 JANU	18	Invoice	LATE FEE	01/03/2021	01/19/2021	40.00	101-42100-437
01/20/2021	#6360 JANU	19	Invoice	FINANCE CHARGES	01/03/2021	01/19/2021	91.17	101-42100-437
01/20/2021	#6451 JANU	1	Invoice	COSTCO/BREAKROOM REFRIGERATOR	01/03/2021	01/19/2021	858.99	101-41500-221
01/20/2021	#6592 JANU	1	Invoice	MENARDS/OFFICE PAINT & BRUSHES	01/03/2021	01/19/2021	153.63	101-42100-437
01/20/2021	#6592 JANU	2	Invoice	USPS/SCOPE RETURN	01/03/2021	01/19/2021	9.44	101-42100-221
01/20/2021	#6592 JANU	3	Invoice	YCG,INC/DUAL ANTENNA DIRECTIONAL RAD	01/03/2021	01/19/2021	995.00	101-42100-590
01/20/2021	#6592 JANU	4	Invoice	GETAC VIDEO SOLUTIONS/NEW VEHICLE A	01/03/2021	01/19/2021	251.64	101-42100-321
01/20/2021	#6592 JANU	5	Invoice	LATE FEE	01/03/2021	01/19/2021	40.00	101-42100-437
01/20/2021	#6592 JANU	6	Invoice	FINANCE CHARGES	01/03/2021	01/19/2021	7.88	101-42100-437
01/20/2021	#6634 JANU	1	Invoice	AMAZON/B.FLIES UNIFORM	01/03/2021	01/19/2021	23.96	601-49400-417
01/15/2021	#6840 JANU	1	Invoice	SAM'S CLUB/PLASTIC SPOONS	01/03/2021	01/19/2021	11.87	101-41500-217
01/15/2021	#6840 JANU	2	Invoice	ADOBE/MONTHLY FEE (2 MONTHS)	01/03/2021	01/19/2021	32.20	101-41500-433
01/15/2021	#6840 JANU	3	Invoice	LEAGUE OF MN CITIES/2021 ELECTED LEAD	01/03/2021	01/19/2021	700.00	101-41110-331
Total 105461 VISA/TCM BANK N.A.:							11,063.85	
307 WABASHA COUNTY AUDITOR/TREAS.								
02/02/2021	02/01/21 STA	1	Invoice	FEBRUARY 2021 LEGAL SERVICES CONTRA	02/01/2021	02/10/2021	1,800.00	101-42100-304
Total 307 WABASHA COUNTY AUDITOR/TREAS.:							1,800.00	
106337 WABASHA COUNTY HERALD								
01/20/2021	PLAINVIEW	1	Invoice	RENEWAL/LIBRARY	01/19/2021	01/19/2021	49.00	211-45500-592</

Input Date	Invoice	Seq	Type	Description	Invoice Date	Due Date	Total Cost	GL Account
105600 WEX BANK								
01/13/2021	69380226	1	Invoice	FUEL/POLICE DEPT.	12/31/2020	01/19/2021	1,063.46	101-42100-212
02/02/2021	69893052	1	Invoice	FUEL/POLICE DEPT.	01/31/2021	02/10/2021	1,147.98	101-42100-212
Total 105600 WEX BANK:							2,211.44	
106606 XTREAM MACHINE SOLUTIONS LLC								
01/12/2021	1506	1	Invoice	VENTRAC PARTS/PARKS	12/02/2020	01/19/2021	310.41	225-45200-221
Total 106606 XTREAM MACHINE SOLUTIONS LLC:							310.41	
324 ZARNOTH BRUSH WORKS INC.								
02/02/2021	0183108	1	Invoice	REPAIRS/PW	01/21/2021	02/10/2021	1,491.45	101-43100-221
Total 324 ZARNOTH BRUSH WORKS INC.:							1,491.45	
Grand Totals:							385,946.25	

Report GL Period Summary

GL Period	Amount
02/21	53,480.60
12/20	27,365.21
01/21	305,100.44
Grand Totals:	385,946.25

Vendor number hash: 10520750
Vendor number hash - split: 15280486
Total number of invoices: 184
Total number of transactions: 245

Terms Description	Invoice Amount	Discount Amount	Net Invoice Amount
Open Terms	385,946.25	.00	385,946.25
Grand Totals:	385,946.25	.00	385,946.25

BUILDING PERMIT REPORT

February 2021

Permit Number & Applicant

PL20-156 PK Meyer Builders	515 7 th Ave NE – Basement Finish	Value: \$11,000.00 Total Fee: \$264.37 Permit Fee: \$78.10 Plan Check Fee: \$50.77 State Surcharge: \$5.50 Plumbing: \$30.00 Refundable Deposit: 100.00
PL20-157 Adam Maxwell	145 2 nd Ave NW – Deck/Bldg. Remodel	Value: \$46,000.00 Total Fee: \$581.21 Plan Check Fee: \$241.34 Permit Fee: \$156.87 State Surcharge: \$23.00 Plumbing: \$30.00 Mechanical: \$30.00 Refundable Deposit: \$100.00
PL21-01 Jason Hall/SEMMCHRA	707 1 st ST NW – AC Sleeve	Value: \$800.00 Total Fee: \$21.95 Permit Fee: \$13.06 Check Plan Fee: \$8.49 State Surcharge: \$0.40
PL21-02 PK Meyer Builders	630 7 th Ave NE – Finish Basement	Value: \$7,000.00 Total Fee: \$195.41 Permit Fee: \$55.70 Plan Check Fee: \$36.21 State Surcharge: \$3.50 Refundable Deposit: \$100.00
PL21-03 Haley Comfort Systems (Doris Lanning)	100 4 th Ave SW - Fireplace	Value: \$Non-given Total Fee: \$30.00 Permit Fee: \$29.00 State Surcharge: \$1.00
PL21-04 PEM Community Schools (Charlie Sweeney)	500 West Broadway – Building Remodel	Value: \$50,000.00 Total Fee: \$579.88 Permit Fee: \$257.50 Plan Check Fee: \$167.38 Mechanical: \$30.00 State Surcharge: \$25.00 Refundable Deposit: \$100.00
PL21-05 Haley Comfort Systems (Caroline Rother)	145 East Broadway - Furnace	Value: \$3,200.00 Total Fee: \$30.00 Permit Fee: \$29.00 State Surcharge: \$1.00

BUILDING PERMIT REPORT

February 2021

PL21-06	330 7 th Street SW - Furnace	Value:	\$5,000.00
United Heating & Cooling		Total Fee:	\$30.00
(Drew Pelky)		Permit Fee:	\$29.00
		State Surcharge:	\$1.00

PL21-07	435 4 th Street SE – Reroof	Value:	\$15,894.03
Ryan Windows & Siding		Total Fee:	\$55.00
(Joe & Brenda Crudele)		Permit Fee:	\$54.00
		State Surcharge:	\$1.00

PL21-08	350 2 nd Street NE – Garage Heater	Value:	\$2,000.00
Tonna Mechanical		Total Fee:	\$30.00
(Derek Holper)		Permit Fee:	\$29.00
		State Surcharge:	\$1.00

PL21-09	415 5 th Ave. NE - Reroof	Value:	\$7,000.00
Michael & Mary Withers		Total Fee:	\$55.00
		Permit Fee:	\$54.00
		State Surcharge:	\$1.00

PL21-10	120 2 nd Ave NW - Furnace	Value:	\$4,000.00
Tonna Mechanical		Total Fee:	\$30.00
(Tyler Crary)		Permit Fee:	\$29.00
		State Surcharge:	\$1.00

PL21-11	330 6 th Street SW – Furnace A/C	Value:	\$3,800.00
Haley Comfort Systems		Total Fee:	\$30.00
(Jeremy Littlefield)		Permit Fee:	\$29.00
		State Surcharge:	\$1.00

PL21-13	340 4 th Ave SE - Furnace	Value:	\$2,800.00
Haley Comfort Systems		Total Fee:	\$30.00
(Bob Endres)		Permit Fee:	\$29.00
		State Surcharge:	\$1.00

PL		Value:	\$
		Total Fee:	
		Permit Fee:	
		State Surcharge:	

PL		Value:	\$
		Total Fee:	
		Permit Fee:	
		State Surcharge:	

PL		Value:	\$
		Total Fee:	
		Permit Fee:	
		State Surcharge:	

MONTHLY REPORT OF FINANCE DIRECTOR

January, 2021

Routine Work/General Items

- Processed bi-weekly payroll and all duties related to payroll, benefits and personnel administration.
- Liability & Work Comp and Unemployment Insurance Claims
- Provide financial information and assistance as needed to departments
- Provide software support for financial/utility billing system
- Journal Entries to record payments, receipts, adjustments
- Code invoices for payment
- Dept. Budget Reports
- Investments Redeemed/Purchased
- Assist in front office as needed
- Bank recs and account reconciliations/fund cash balances and cash allocations
- Provide assistance/information to Judith Jordan/EDA
- Assist City Administrator

Activities

- Utility Billing-New & Terminated Services, Customer Inquiries, Monthly Billing Process
- Start prep for water meter changeout program starting in 2021
- Implement 2021 Utility Rate Changes
- Continued work to finalize liquor store fund
- Health Insurance Enrollment – All employees moved to the IUOE Plan January 1. I have been working with BCBS, Delta Dental and Wilson McShane and the affected employees to coordinate the change. All enrollment forms and required information have now been submitted and the follow-up work and assisting employees continues.
- 2020 -Year End Payroll Process and 2020 W2 Process – W2's to employees and to the Social Security Administration
- 2020 – Year End Accounts Payable Process and 1099 Processing – 1099's to recipients and to the IRS.

Projects

- Tap Grant Downtown Project, East Winds, 2020 Street Project, MnDOT Landscaping Project
- Future projects:
 - File/Organize Financial/Personnel Records
 - Update Chart of Accounts
 - Review utility billing, disconnect and write-off procedures/policies/clean-up utility billing A/R
 - Review bank accounts/rates at People's State Bank/Foresight
 - Review credit card provider/process-Look for new provider

Reports

- Monthly Department of Labor Report
- Monthly Sales Tax Report
- 4th Qtr 2020 Payroll Reports
- 2020 Outstanding Debt Report
- 2021 City Summary Budget Data Financial Reporting Form – OSA

Training

- Assist with other office duties and training for new staff

Meetings

- Dept. head meetings/Council meetings/special meetings
- Meet with City Administrator on current issues and planning
- Meetings with council members and staff regarding current issues

Other Items of Interest

Submitted by Vicki Axley, Finance Director

Account Number	Account Title	2020 Prior year PRELIMINARY ACTUAL	2021 Current year Budget	2021 Current year Actual	2021 Current Year Budget Remaining
Council					
101-41110-103	Part-Time Employees	13,300.00	13,300.00	.00	13,300.00
101-41110-122	FICA	1,017.45	1,017.00	.00	1,017.00
101-41110-151	Worker s Comp Insurance Prem	64.45	84.00	.00	84.00
101-41110-201	Office Supplies(paper-pens-et)	181.18	500.00	.00	500.00
101-41110-221	Repair/Maint - Equipment	125.00	.00	.00	.00
101-41110-303	Engineering Fees	1,912.50	3,000.00	.00	3,000.00
101-41110-310	Other Professional Services	.00	4,000.00	.00	4,000.00
101-41110-322	Postage	105.24	100.00	.00	100.00
101-41110-331	Meetings-Conferences (mtgs/mi)	700.00	5,000.00	.00	5,000.00
101-41110-362	Property - Casualty Ins (Auto)	7,381.76	7,600.00	.00	7,600.00
101-41110-381	Electric Utilities	1,416.70	1,725.00	121.67	1,603.33
101-41110-383	Gas Utilities	722.10	1,000.00	.00	1,000.00
101-41110-401	Contractual Services	3,600.00	7,200.00	600.00	6,600.00
101-41110-433	Dues and Subscriptions	3,825.00	10,000.00	.00	10,000.00
101-41110-437	Miscellaneous	665.08	100.00	.00	100.00
101-41110-440	City Cleanup	1,297.01	6,600.00	.00	6,600.00
Total Council:		36,313.47	61,226.00	721.67	60,504.33
Elections					
101-41410-103	Part-Time Employees	6,621.00	.00	.00	.00
101-41410-309	Software and Design	.00	500.00	.00	500.00
101-41410-331	Meetings-Conferences (mtgs/mi)	822.09	.00	.00	.00
101-41410-437	Miscellaneous	3,815.05	1,000.00	.00	1,000.00
Total Elections:		11,258.14	1,500.00	.00	1,500.00
Administration					
101-41500-101	Full-Time Employees Regular	244,115.75	313,081.00	20,358.80	292,722.20
101-41500-102	Full-Time Employees Overtime	21,036.58	5,000.00	301.68	4,698.32
101-41500-103	Part-Time Employees	87,799.17	.00	.00	.00
101-41500-120	CENTRAL PENSION FUND	.00	2,995.20	230.40	2,764.80
101-41500-121	PERA	22,043.52	23,893.00	1,545.78	22,347.22
101-41500-122	FICA	26,795.96	24,391.00	1,558.47	22,832.53
101-41500-131	Employer Paid Health	50,507.95	81,553.20	5,322.00	76,231.20
101-41500-151	Worker s Comp Insurance Prem	3,157.12	3,315.00	.00	3,315.00
101-41500-201	Office Supplies(paper-pens-et)	7,831.95	6,000.00	.00	6,000.00
101-41500-211	Operating Supplies - Cleaning	1,008.80	1,075.00	.00	1,075.00
101-41500-217	Other Operating Supplies	1,023.17	1,000.00	.00	1,000.00
101-41500-221	Repair/Maint - Equipment	1,573.27	500.00	.00	500.00
101-41500-223	Repair/Maintain - Building	2,572.34	2,500.00	.00	2,500.00
101-41500-227	Repair/Maintain - Amb Building	167.80	2,500.00	.00	2,500.00
101-41500-301	Auditing and Acct g Services	27,200.00	28,000.00	.00	28,000.00
101-41500-303	Engineering Fees	7,181.00	7,500.00	.00	7,500.00
101-41500-304	Legal Fees	32,591.77	40,000.00	.00	40,000.00
101-41500-309	Software and Design	23,440.67	12,500.00	5,484.49	7,015.51
101-41500-310	Other Professional Services	7,659.76	9,000.00	188.41	8,811.59
101-41500-312	CITY WEBSITE	.00	2,650.00	.00	2,650.00
101-41500-316	Building Inspections	27,120.19	22,000.00	.00	22,000.00
101-41500-317	Dial A Ride Bus	4,569.25	8,000.00	.00	8,000.00
101-41500-321	Communications	5,576.10	6,500.00	477.76	6,022.24
101-41500-322	Postage	522.70	500.00	.00	500.00
101-41500-331	Meetings-Conferences (mtgs/mi)	2,521.95	6,500.00	.00	6,500.00
101-41500-343	Advertising	2,734.80	2,500.00	.00	2,500.00
101-41500-362	Property - Casualty Ins (Auto)	3,916.56	5,500.00	.00	5,500.00

Account Number	Account Title	2020	2021	2021	2021
		Prior year PRELIMINARY ACTUAL	Current year Budget	Current year Actual	Current Year Budget Remaining
101-41500-381	Electric Utilities	1,416.69	2,070.00	121.67	1,948.33
101-41500-383	Gas Utilities	722.10	1,200.00	.00	1,200.00
101-41500-401	Contractual Services	16,884.08	12,315.00	867.47	11,447.53
101-41500-406	Safety	.00	500.00	.00	500.00
101-41500-417	Uniforms	1,223.48	1,800.00	128.68	1,671.32
101-41500-433	Dues and Subscriptions	600.50	1,500.00	.00	1,500.00
101-41500-434	Sales Tax Paid	3.00	15.00	.00	15.00
101-41500-437	Miscellaneous	121.00	500.00	.00	500.00
101-41500-442	Bank Service Charges	2,818.31	4,000.00	.00	4,000.00
101-41500-443	Credit Card Merchant Fees	1,451.38	1,800.00	.00	1,800.00
101-41500-444	XPRESS Bill Pay Fees	5,114.51	4,500.00	.00	4,500.00
101-41500-580	Computers & Technology	26,405.94	.00	.00	.00
101-41500-705	Tansfers Out-CARES Act Funds	45,647.95	.00	.00	.00
Total Administration:		717,077.07	649,153.40	36,585.61	612,567.79
Police					
101-42100-101	Full-Time Employees Regular	482,743.07	491,956.00	37,274.57	454,681.43
101-42100-102	Full-Time Employees Overtime	20,609.29	18,000.00	2,968.22	15,031.78
101-42100-103	Part-Time Employees	59,417.06	50,000.00	4,274.55	45,725.45
101-42100-120	CENTRAL PENSION FUND	.00	998.40	76.80	921.60
101-42100-121	PERA	75,669.20	88,750.00	7,038.27	81,711.73
101-42100-122	FICA	12,948.14	11,220.00	1,154.83	10,065.17
101-42100-131	Employer Paid Health	80,933.46	130,459.60	11,345.75	119,113.85
101-42100-151	Worker s Comp Insurance Prem	21,587.75	33,500.00	.00	33,500.00
101-42100-201	Office Supplies(paper-pens-et)	2,215.39	3,000.00	.00	3,000.00
101-42100-212	Motor Fuels-Gas	13,271.84	13,000.00	.00	13,000.00
101-42100-217	Other Operating Supplies	117.50	.00	.00	.00
101-42100-221	Repair/Maint - Equipment	17,682.43	16,000.00	.00	16,000.00
101-42100-228	Repair/Maintain Other	1,031.25	3,000.00	66.00	2,934.00
101-42100-304	Legal Fees	23,400.00	21,600.00	1,800.00	19,800.00
101-42100-309	Software and Design	3,239.70	5,000.00	.00	5,000.00
101-42100-310	Other Professional Services	9,601.70	5,000.00	.00	5,000.00
101-42100-313	Task Force	7,649.09	.00	.00	.00
101-42100-318	Animal Control	586.54	1,000.00	.00	1,000.00
101-42100-319	Forfeitures	1,216.69	1,200.00	.00	1,200.00
101-42100-321	Communications	10,835.56	14,000.00	1,573.90	12,426.10
101-42100-331	Meetings-Conferences (mtgs/mi)	2,240.79	7,500.00	.00	7,500.00
101-42100-343	Advertising	350.00	.00	.00	.00
101-42100-362	Property - Casualty Ins (Auto)	5,727.23	5,899.00	.00	5,899.00
101-42100-381	Electric Utilities	1,416.61	1,970.00	121.66	1,848.34
101-42100-383	Gas Utilities	722.04	1,000.00	.00	1,000.00
101-42100-406	Safety	1,429.98	1,000.00	.00	1,000.00
101-42100-417	Uniforms	17,931.68	9,000.00	11.98	8,988.02
101-42100-418	Range/Ammo	6,241.96	6,000.00	357.71	5,642.29
101-42100-433	Dues and Subscriptions	1,797.59	1,000.00	.00	1,000.00
101-42100-436	Towing Charges	.00	200.00	.00	200.00
101-42100-437	Miscellaneous	4,088.38	3,000.00	53.66	2,946.34
101-42100-438	Police - DARE Prog	1,411.23	5,000.00	.00	5,000.00
101-42100-446	NSF Checks	795.88	1,000.00	.00	1,000.00
101-42100-491	Contributions/Donations Expend	1,000.00	.00	.00	.00
101-42100-560	Furniture & Fixtures	294.20	1,000.00	.00	1,000.00
101-42100-590	Capital Outlay	125,309.50	.00	612.00	612.00-
Total Police:		1,015,512.73	951,253.00	68,729.90	882,523.10

Account Number	Account Title	2020 Prior year PRELIMINARY ACTUAL	2021 Current year Budget	2021 Current year Actual	2021 Current Year Budget Remaining
City Fire					
101-42200-103	Part-Time Employees	14,843.61	20,000.00	.00	20,000.00
101-42200-122	FICA	1,135.57	1,530.00	.00	1,530.00
101-42200-151	Worker s Comp Insurance Prem	3,837.84	4,030.00	.00	4,030.00
101-42200-201	Office Supplies(paper-pens-et)	146.94	600.00	.00	600.00
101-42200-207	Fire Prevention Instruct Supps	1,210.00	2,000.00	.00	2,000.00
101-42200-211	Operating Supplies - Cleaning	20.52	200.00	.00	200.00
101-42200-212	Motor Fuels-Gas	703.35	1,000.00	.00	1,000.00
101-42200-217	Other Operating Supplies	2,425.34	200.00	.00	200.00
101-42200-221	Repair/Maint - Equipment	13,474.05	20,000.00	.00	20,000.00
101-42200-223	Repair/Maintain - Building	1,797.05	8,000.00	.00	8,000.00
101-42200-226	Foam	937.50	2,000.00	.00	2,000.00
101-42200-228	Repair/Maintain - Other	.00	1,500.00	.00	1,500.00
101-42200-309	Software and Design	6.49	.00	.00	.00
101-42200-310	Other Professional Services	327.00	1,000.00	.00	1,000.00
101-42200-315	Jaws of Life	.00	500.00	.00	500.00
101-42200-321	Communications	2,897.20	2,000.00	319.86	1,680.14
101-42200-322	Postage	84.20	100.00	.00	100.00
101-42200-331	Meetings-Conferences (mtgs/mi)	510.00	2,000.00	.00	2,000.00
101-42200-343	Advertising	405.60	500.00	.00	500.00
101-42200-362	Property - Casualty Ins (Auto)	6,283.41	6,475.00	.00	6,475.00
101-42200-381	Electric Utilities	2,173.00	2,875.00	252.00	2,623.00
101-42200-383	Gas Utilities	2,925.87	4,000.00	.00	4,000.00
101-42200-384	Garbage Service	611.39	658.00	54.76	603.24
101-42200-401	Contractual Services	.00	1,500.00	.00	1,500.00
101-42200-417	Uniforms/Fire Equip	1,428.35	10,000.00	.00	10,000.00
101-42200-433	Dues and Subscriptions	1,355.00	1,000.00	.00	1,000.00
101-42200-437	Miscellaneous	.00	300.00	.00	300.00
101-42200-520	Capital Outlay-Bldg & Structur	78,850.00	.00	.00	.00
Total City Fire:		138,389.28	93,968.00	626.62	93,341.38
Emergency Management					
101-42500-103	Part-Time Employees	1,122.61	1,135.00	.00	1,135.00
101-42500-122	FICA	85.88	87.00	.00	87.00
101-42500-221	Repair/Maint - Equipment	.00	6,000.00	.00	6,000.00
101-42500-310	Other Professional Services	660.00	660.00	.00	660.00
101-42500-381	Electric Utilities	59.00	800.00	59.00	741.00
Total Emergency Management:		1,927.49	8,682.00	59.00	8,623.00
Public Works (GENERAL)					
101-43100-101	Full-Time Employees Regular	111,784.63	115,061.00	9,267.10	105,793.90
101-43100-102	Full-Time Employees Overtime	2,538.60	5,000.00	400.83	4,599.17
101-43100-120	CENTRAL PENSION FUND	.00	838.65	64.52	774.13
101-43100-121	PERA	8,323.60	8,919.26	721.63	8,197.63
101-43100-122	FICA	8,576.18	12,986.00	727.56	12,258.44
101-43100-131	Employer Paid Health	24,959.52	28,292.35	2,345.28	25,947.07
101-43100-151	Worker s Comp Insurance Prem	17,115.67	23,184.00	.00	23,184.00
101-43100-201	Office Supplies(paper-pens-et)	694.03	500.00	.00	500.00
101-43100-211	Operating Supplies - Cleaning	7.92	100.00	.00	100.00
101-43100-212	Motor Fuels-Gas	5,491.35	6,000.00	.00	6,000.00
101-43100-217	Other Operating Supplies	12,646.83	16,275.00	.00	16,275.00
101-43100-221	Repair/Maint - Equipment	16,805.50	25,000.00	126.84	24,873.16
101-43100-222	Tree trimming	16,620.25	20,000.00	4,800.00	15,200.00
101-43100-223	Repair/Maintain - Building	5,300.08	7,500.00	.00	7,500.00

Account Number	Account Title	2020	2021	2021	2021
		Prior year PRELIMINARY ACTUAL	Current year Budget	Current year Actual	Current Year Budget Remaining
101-43100-224	Repair/Maintain - Streets	23,041.69	100,000.00	.00	100,000.00
101-43100-225	Repair/Maint - Detention Ponds	.00	20,000.00	.00	20,000.00
101-43100-226	Sidewalk Repairs	47,933.55	60,000.00	.00	60,000.00
101-43100-303	Engineering Fees	.00	30,000.00	.00	30,000.00
101-43100-310	Other Professional Services	16,935.26	30,000.00	66.56	29,933.44
101-43100-321	Communications	3,142.92	5,000.00	266.57	4,733.43
101-43100-322	Postage	182.30	100.00	.00	100.00
101-43100-331	Meetings-Conferences (mtgs/mi)	110.60	400.00	.00	400.00
101-43100-343	Advertising	.00	300.00	.00	300.00
101-43100-362	Property - Casualty Ins (Auto)	15,908.97	16,386.00	.00	16,386.00
101-43100-381	Electric Utilities	32,044.59	39,799.00	3,353.72	36,445.28
101-43100-383	Gas Utilities	3,166.23	5,000.00	.00	5,000.00
101-43100-384	Garbage Service	1,489.79	2,340.00	122.79	2,217.21
101-43100-401	Contractual Services	232.28	850.00	.00	850.00
101-43100-406	Safety	619.99	1,000.00	.00	1,000.00
101-43100-417	Uniforms	954.06	600.00	.00	600.00
101-43100-418	Rentals	354.55	1,000.00	.00	1,000.00
101-43100-437	Miscellaneous	206.83	500.00	.00	500.00
101-43100-590	Capital Outlay	169,248.83	.00	.00	.00
Total Public Works (GENERAL):		546,436.60	582,931.26	22,263.40	560,667.86
Ice & Snow Removal					
101-43125-101	Full-Time Employees Regular	21,292.29	21,803.00	1,765.15	20,037.85
101-43125-102	Full-Time Employees Overtime	483.53	1,000.00	76.35	923.65
101-43125-120	CENTRAL PENSION FUND	.00	159.75	12.28	147.47
101-43125-121	PERA	1,585.35	1,688.26	137.45	1,550.81
101-43125-122	FICA	1,633.52	1,722.03	138.59	1,583.44
101-43125-131	Employer Paid Health	4,629.96	5,316.25	446.72	4,869.53
101-43125-212	Motor Fuels-Gas	3,946.96	8,000.00	.00	8,000.00
101-43125-217	Other Operating Supplies	8,145.90	14,000.00	8.50	13,991.50
101-43125-221	Repair/Maint - Equipment	1,233.25	8,000.00	269.56	7,730.44
101-43125-310	Other Professional Services	30,050.00	40,000.00	.00	40,000.00
101-43125-343	Advertising	93.60	.00	.00	.00
101-43125-437	Miscellaneous	678.00	.00	.00	.00
101-43125-590	Capital Outlay	108,500.00	.00	.00	.00
Total Ice & Snow Removal:		182,272.36	101,689.29	2,854.60	98,834.69
Economic Development					
101-46500-491	EDA Contributions	48,500.00	45,000.00	.00	45,000.00
Total Economic Development:		48,500.00	45,000.00	.00	45,000.00
Other Finanacing Uses/Contrib					
101-49300-422	Corn on the Cob Activities	3,000.00	3,000.00	.00	3,000.00
101-49300-423	Ye Old Fashioned Christmas	.00	1,000.00	.00	1,000.00
101-49300-424	Sesquicentennial/Garden Club	300.00	300.00	.00	300.00
101-49300-425	Plainview Community Center	12,500.00	12,500.00	.00	12,500.00
101-49300-426	Blue Bell Festival	.00	1,000.00	.00	1,000.00
Total Other Finanacing Uses/Contrib:		15,800.00	17,800.00	.00	17,800.00
Net Total GENERAL FUND:		2,713,487.14-	2,513,202.95-	131,840.80-	2,381,362.15-

Account Number	Account Title	2020 Prior year PRELIMINARY ACTUAL	2021 Current year Budget	2021 Current year Actual	2021 Current Year Budget Remaining
Libraries (GENERAL)					
211-45500-101	Full-Time Employees Regular	70,926.25	68,890.00	5,324.80	63,565.20
211-45500-102	Full-Time Employees Overtime	387.60	.00	.00	.00
211-45500-103	Part-Time Employees	56,726.81	63,766.00	3,472.34	60,293.66
211-45500-121	PERA	9,270.21	9,949.00	646.58	9,302.42
211-45500-122	FICA	9,795.23	10,148.00	664.70	9,483.30
211-45500-131	Employer Paid Health	12,568.89	37,108.00	3,054.00	34,054.00
211-45500-151	Worker s Comp Insurance Prem	784.52	800.00	.00	800.00
211-45500-201	Office Supplies(paper-pens-et)	6,515.57	4,000.00	5.15	3,994.85
211-45500-221	Repair/Maint - Equipment	1,615.73	4,000.00	480.00	3,520.00
211-45500-223	Repair/Maintain - Building	4,134.42	3,000.00	.00	3,000.00
211-45500-310	Other Professional Services	77.75	75.00	.00	75.00
211-45500-321	Communications	588.13	750.00	52.76	697.24
211-45500-322	Postage	105.24	.00	.00	.00
211-45500-331	Meetings-Conferences (mtgs/mi)	1,446.50	500.00	.00	500.00
211-45500-362	Property - Casualty Ins (Auto)	5,090.87	5,000.00	.00	5,000.00
211-45500-381	Electric Utilities	3,063.00	4,000.00	293.00	3,707.00
211-45500-383	Gas Utilities	1,621.06	2,000.00	.00	2,000.00
211-45500-401	Contractual Services	8,440.00	9,000.00	.00	9,000.00
211-45500-418	Rentals	11,594.01	13,000.00	1,041.32	11,958.68
211-45500-434	Sales Tax Paid	131.00	160.00	.00	160.00
211-45500-437	Miscellaneous	594.02	1,500.00	.00	1,500.00
211-45500-590	Capital Outlay	50,393.01	.00	.00	.00
211-45500-592	Books/Periodicals	25,566.06	30,000.00	2,866.13	27,133.87
Total Libraries (GENERAL):		281,435.88	267,646.00	17,900.78	249,745.22
Net Total LIBRARY:		281,435.88-	267,646.00-	17,900.78-	249,745.22-
ICE RINK					
225-45127-212	Motor Fuels-Gas	23.39	100.00	.00	100.00
225-45127-217	Other Operating Supplies	496.17	1,500.00	1,259.00	241.00
225-45127-221	Repair/Maint - Equipment	11.36	500.00	.00	500.00
225-45127-223	Repair/Maintain - Building	.00	1,000.00	.00	1,000.00
225-45127-381	Electric Utilities	577.00	400.00	67.00	333.00
225-45127-383	Gas Utilities	358.08	800.00	.00	800.00
Total ICE RINK:		1,466.00	4,300.00	1,326.00	2,974.00
POOL					
225-45128-103	Part-Time Employees	5,000.00	70,000.00	.00	70,000.00
225-45128-121	PERA	375.00	578.00	.00	578.00
225-45128-122	FICA	382.50	5,215.00	.00	5,215.00
225-45128-151	Worker s Comp Insurance Prem	3,447.26	4,288.00	.00	4,288.00
225-45128-211	Operating Supplies - Cleaning	.00	300.00	.00	300.00
225-45128-217	Other Operating Supplies	4.30	6,000.00	.00	6,000.00
225-45128-221	Repair/Maint - Equipment	1,574.49	4,015.00	.00	4,015.00
225-45128-223	Repair/Maintain - Building	252.00	750.00	.00	750.00
225-45128-228	Repair/Maintain - Other	.00	1,000.00	.00	1,000.00
225-45128-259	Merchandise For Resale - Other	.00	7,000.00	.00	7,000.00
225-45128-310	Other Professional Services	.00	2,800.00	.00	2,800.00
225-45128-321	Communications	597.51	500.00	57.71	442.29
225-45128-322	Postage	84.20	100.00	.00	100.00
225-45128-331	Meetings-Conferences (mtgs/mi)	550.00	2,000.00	.00	2,000.00
225-45128-343	Advertising	280.80	200.00	.00	200.00

Account Number	Account Title	2020	2021	2021	2021
		Prior year PRELIMINARY ACTUAL	Current year Budget	Current year Actual	Current Year Budget Remaining
225-45128-362	Property - Casualty Ins (Auto)	13,745.35	14,158.00	.00	14,158.00
225-45128-381	Electric Utilities	782.00	7,084.00	80.00	7,004.00
225-45128-383	Gas Utilities	.00	4,895.00	.00	4,895.00
225-45128-417	UNIFORMS	.00	4,000.00	.00	4,000.00
225-45128-418	Rentals	.00	150.00	.00	150.00
225-45128-433	Dues and Subscriptions	670.00	1,350.00	.00	1,350.00
225-45128-434	Sales Tax Paid	9.00	3,500.00	.00	3,500.00
225-45128-437	Miscellaneous	.00	300.00	.00	300.00
225-45128-590	Capital Outlay	26,750.00	.00	.00	.00
Total POOL:		54,504.41	140,183.00	137.71	140,045.29
PARKS					
225-45200-101	Full-Time Employees Regular	53,262.75	55,503.34	4,178.61	51,324.73
225-45200-102	Full-Time Employees Overtime	3,012.02	5,000.00	96.04	4,903.96
225-45200-103	Part-Time Employees	14,001.64	16,785.00	.00	16,785.00
225-45200-120	CENTRAL PENSION FUND	.00	998.40	76.80	921.60
225-45200-121	PERA	4,154.32	4,537.75	318.73	4,219.02
225-45200-122	FICA	5,355.12	5,912.56	325.10	5,587.46
225-45200-131	Employer Paid Health	13,026.62	14,637.00	1,265.00	13,372.00
225-45200-151	Worker s Comp Insurance Prem	2,217.66	2,838.00	.00	2,838.00
225-45200-201	Office Supplies(paper-pens-et)	.00	100.00	.00	100.00
225-45200-212	Motor Fuels-Gas	2,877.42	3,500.00	.00	3,500.00
225-45200-217	Other Operating Supplies	8,322.63	5,275.00	.00	5,275.00
225-45200-221	Repair/Maint - Equipment	3,071.55	6,535.00	180.02	6,354.98
225-45200-223	Repair/Maintain - Building	112.37	5,000.00	.00	5,000.00
225-45200-228	Repair/Maintain - Other	332.49	500.00	.00	500.00
225-45200-229	Refunds	60.00	.00	.00	.00
225-45200-303	Engineering Fees	.00	1,000.00	.00	1,000.00
225-45200-310	Other Professional Services	1,482.25	2,000.00	.00	2,000.00
225-45200-321	Communications	659.34	600.00	55.52	544.48
225-45200-331	Meetings-Conferences (mtgs/mi)	25.00	100.00	.00	100.00
225-45200-343	Advertising	187.20	250.00	.00	250.00
225-45200-362	Property - Casualty Ins (Auto)	18,328.41	18,878.00	.00	18,878.00
225-45200-381	Electric Utilities	1,406.40	3,500.00	87.00	3,413.00
225-45200-383	Gas Utilities	224.41	185.00	.00	185.00
225-45200-384	Garbage Service	1,745.79	1,800.00	145.08	1,654.92
225-45200-406	Safety	.00	200.00	.00	200.00
225-45200-417	Uniforms	600.00	600.00	.00	600.00
225-45200-418	Rentals	30.00	2,000.00	.00	2,000.00
225-45200-434	Sales Tax Paid	16.00	100.00	.00	100.00
225-45200-590	Capital Outlay	26,465.64	.00	.00	.00
Total PARKS:		160,977.03	158,335.05	6,727.90	151,607.15
Net Total PARKS/REC:		216,947.44-	302,818.05-	8,191.61-	294,626.44-

Cemetery

235-49010-217	Other Operating Supplies	1,094.15	2,500.00	.00	2,500.00
235-49010-221	Repair/Maint - Equipment	.00	500.00	.00	500.00
235-49010-228	Repair/Maintain - Other	4.98	500.00	.00	500.00
235-49010-309	Software & Design	640.00	.00	.00	.00
235-49010-310	Other Professional Services	1,905.89	2,500.00	.00	2,500.00
235-49010-362	Property - Casualty Ins (Auto)	3,403.25	3,573.00	.00	3,573.00
235-49010-381	Electric Utilities	307.70	402.00	37.00	365.00

Account Number	Account Title	2020 Prior year PRELIMINARY ACTUAL	2021 Current year Budget	2021 Current year Actual	2021 Current Year Budget Remaining
235-49010-384	Garbage Service	1,730.79	1,800.00	145.08	1,654.92
235-49010-401	Contractual Services	30,330.00	32,000.00	.00	32,000.00
Total Cemetery:		39,416.76	43,775.00	182.08	43,592.92
Net Total CEMETERY:		39,416.76-	43,775.00-	182.08-	43,592.92-
Cemetery Perpetual Care					
240-49015-590	Capital Outlay	8,041.55	.00	.00	.00
Total Cemetery Perpetual Care:		8,041.55	.00	.00	.00
Net Total CEMETERY PERPETUAL CARE:		8,041.55-	.00	.00	.00
RURAL FIRE					
245-42200-103	Part-Time Employees	6,593.60	10,000.00	.00	10,000.00
245-42200-122	FICA	504.41	765.00	.00	765.00
245-42200-151	Worker s Comp Insurance Prem	3,849.93	4,042.00	.00	4,042.00
245-42200-201	Office Supplies(paper-pens-et)	146.94	150.00	.00	150.00
245-42200-212	Motor Fuels-Gas	760.40	1,500.00	.00	1,500.00
245-42200-217	Other Operating Supplies	198.12	200.00	.00	200.00
245-42200-221	Repair/Maint - Equipment	9,306.83	10,000.00	.00	10,000.00
245-42200-226	Foam	937.50	2,000.00	.00	2,000.00
245-42200-228	Repair/Maintain - Other	.00	500.00	.00	500.00
245-42200-310	Other Professional Services	700.00	1,000.00	.00	1,000.00
245-42200-315	Jaws of Life	.00	500.00	.00	500.00
245-42200-331	Meetings-Conferences (mtgs/mi)	.00	300.00	.00	300.00
245-42200-362	Property - Casualty Ins (Auto)	6,283.41	6,472.00	.00	6,472.00
245-42200-401	Contractual Services	.00	1,500.00	.00	1,500.00
245-42200-417	Uniform	1,428.35	300.00	.00	300.00
245-42200-433	Dues and Subscriptions	990.00	850.00	.00	850.00
245-42200-437	Miscellaneous	.00	300.00	.00	300.00
245-42200-580	Computers & Technology	3,806.15	.00	.00	.00
Total RURAL FIRE:		35,505.64	40,379.00	.00	40,379.00
Net Total RURAL FIRE:		35,505.64-	40,379.00-	.00	40,379.00-
RURAL FIRE EQUIPMENT FUND					
246-42200-590	Capital Outlay	236,946.62	.00	.00	.00
Total RURAL FIRE EQUIPMENT FUND:		236,946.62	.00	.00	.00
Net Total RURAL FIRE EQUIPMENT FUND:		236,946.62-	.00	.00	.00
Fire Relief					
250-42300-124	Fire Pension Contributions	39,135.13	36,195.00	.00	36,195.00
250-42300-490	Donations - Fire Relief Assoc	13,200.00	16,200.00	.00	16,200.00
Total Fire Relief:		52,335.13	52,395.00	.00	52,395.00

Account Number	Account Title	2020 Prior year PRELIMINARY ACTUAL	2021 Current year Budget	2021 Current year Actual	2021 Current Year Budget Remaining
Net Total FIRE RELIEF:		52,335.13-	52,395.00-	.00	52,395.00-
Debt Service					
300-47000-601	Bond Principal Pymt	1,044,000.00	78,000.00	78,000.00	.00
300-47000-611	Bond Interest Payment	67,886.63	41,230.00	21,200.00	20,030.00
300-47000-620	Fiscal Agent Fees	.00	1,000.00	.00	1,000.00
Total Debt Service:		1,111,886.63	120,230.00	99,200.00	21,030.00
Net Total DEBT SERVICE FUND:		1,111,886.63-	120,230.00-	99,200.00-	21,030.00-
STORM WATER PROJECTS					
404-41500-310	Other Professional Services	20,795.03	.00	.00	.00
Total STORM WATER PROJECTS:		20,795.03	.00	.00	.00
Net Total STORM WATER PROJECTS:		20,795.03-	.00	.00	.00
2019 DOWNTOWN PROJECT					
416-48000-303	Engineering Fees	130,588.31	.00	.00	.00
416-48000-310	Other Professional Services	275.05	.00	.00	.00
416-48000-437	Miscellaneous	199,087.50	.00	.00	.00
416-48000-530	Capital-Other Improvements	620,114.50	.00	.00	.00
Total 2019 DOWNTOWN PROJECT:		950,065.36	.00	.00	.00
Net Total 2019 DOWNTOWN PROJECT:		950,065.36-	.00	.00	.00
2020 STREET/UTIL IMPROVE PROJ					
417-48000-303	Engineering Fees	525,378.45	.00	.00	.00
417-48000-352	General Notices and Pub Info	489.46	.00	.00	.00
417-48000-530	Capital-Other Improvements	2,236,774.62	.00	.00	.00
Total 2020 STREET/UTIL IMPROVE PROJ:		2,762,642.53	.00	.00	.00
Net Total 2020 STREET/UTIL IMPROVE PROJ:		2,762,642.53-	.00	.00	.00
TIF 1-9 LEVAN					
505-46500-310	Other Professional Services	1,000.00	.00	.00	.00
505-46500-439	TIF Payments	61,638.38	.00	.00	.00
Total TIF 1-9 LEVAN:		62,638.38	.00	.00	.00
Net Total TIF 1-9 LEVAN:		62,638.38-	.00	.00	.00
TIF DOWNTOWN REDEVELOPMENT					
506-46500-310	Other Professional Services	1,000.00	.00	.00	.00
506-46500-439	TIF Payments	7,063.00	7,500.00	.00	7,500.00

Account Number	Account Title	2020	2021	2021	2021
		Prior year PRELIMINARY ACTUAL	Current year Budget	Current year Actual	Current Year Budget Remaining
Total TIF DOWNTOWN REDEVELOPMENT:		8,063.00	7,500.00	.00	7,500.00
Net Total TIF DOWNTOWN REDEVELOPMENT:		8,063.00-	7,500.00-	.00	7,500.00-
Water Utilities (GENERAL)					
601-49400-101	Full-Time Employees Regular	51,290.07	53,663.79	4,260.23	49,403.56
601-49400-102	Full-Time Employees Overtime	1,556.17	6,500.00	74.16	6,425.84
601-49400-120	CENTRAL PENSION FUND	.00	998.40	76.80	921.60
601-49400-121	PERA	3,942.83	4,512.29	323.20	4,189.09
601-49400-122	FICA	4,021.68	4,602.53	329.67	4,272.86
601-49400-131	Employer Paid Health	14,280.27	14,637.00	1,265.00	13,372.00
601-49400-151	Worker s Comp Insurance Prem	1,226.47	1,575.00	.00	1,575.00
601-49400-201	Office Supplies(paper-pens-et)	4,166.74	3,500.00	478.86	3,021.14
601-49400-212	Motor Fuels-Gas	125.14	750.00	.00	750.00
601-49400-217	Other Operating Supplies	12,502.77	10,000.00	191.02	9,808.98
601-49400-221	Repair/Maint -WELLS	2,980.26	30,000.00	411.67	29,588.33
601-49400-223	Repair/Maintain - Building	1,094.18	500.00	.00	500.00
601-49400-228	Repair-Water Main Repairs	13,173.51	30,000.00	.00	30,000.00
601-49400-229	Refunds	1,307.68	500.00	.00	500.00
601-49400-303	Engineering Fees	.00	10,000.00	.00	10,000.00
601-49400-309	Software and Design	.00	5,000.00	.00	5,000.00
601-49400-310	Other Professional Services	17,861.70	17,000.00	959.00	16,041.00
601-49400-322	Postage	492.60	100.00	.00	100.00
601-49400-331	Meetings-Conferences (mtgs/mi)	.00	1,500.00	.00	1,500.00
601-49400-343	Advertising	327.50	400.00	.00	400.00
601-49400-362	Property - Casualty Ins (Auto)	6,999.95	7,210.00	.00	7,210.00
601-49400-381	Electric Utilities	34,628.60	43,700.00	3,419.00	40,281.00
601-49400-401	Contractual Services	3,595.01	1,500.00	.00	1,500.00
601-49400-406	SAFETY	94.19	1,200.00	.00	1,200.00
601-49400-417	Uniforms	596.60	600.00	.00	600.00
601-49400-420	Depreciation	.00	90,000.00	.00	90,000.00
601-49400-433	Dues and Subscriptions	378.00	1,500.00	.00	1,500.00
601-49400-434	Sales Tax Paid	.35	250.00	.00	250.00
601-49400-437	Miscellaneous	.00	200.00	.00	200.00
601-49400-550	WA Meter Replacement Program	.00	85,000.00	.00	85,000.00
601-49400-580	Computers & Technology	4,066.72	4,500.00	.00	4,500.00
601-49400-601	Debt Srv Bond Principal	77,000.00	194,000.00	115,000.00	79,000.00
601-49400-611	Bond Interest	6,827.46	33,031.00	19,479.50	13,551.50
601-49400-700	Transfers Out	.00	50,000.00	.00	50,000.00
Total Water Utilities (GENERAL):		264,536.45	708,430.01	146,268.11	562,161.90
Net Total WATER FUND:		264,536.45-	708,430.01-	146,268.11-	562,161.90-

Sewer (GENERAL)

602-49450-101	Full-Time Employees Regular	54,947.46	57,342.89	4,487.42	52,855.47
602-49450-102	Full-Time Employees Overtime	4,956.49	6,500.00	675.50	5,824.50
602-49450-120	CENTRAL PENSION FUND	.00	998.40	76.80	921.60
602-49450-121	PERA	4,472.16	4,788.22	385.34	4,402.88
602-49450-122	FICA	4,561.69	4,883.99	393.06	4,490.93
602-49450-131	Employer Paid Health	24,422.94	14,637.00	1,265.00	13,372.00
602-49450-201	Office Supplies(paper-pens-et)	2,737.32	3,000.00	181.26	2,818.74
602-49450-212	Motor Fuels-Gas	.00	250.00	.00	250.00

Account Number	Account Title	2020	2021	2021	2021
		Prior year PRELIMINARY ACTUAL	Current year Budget	Current year Actual	Current Year Budget Remaining
602-49450-217	Other Operating Supplies	601.72	6,500.00	.00	6,500.00
602-49450-221	Repair/Maint - Equipment	18,954.38	16,000.00	.00	16,000.00
602-49450-228	Repair/Maintain - Other	64,844.61	25,000.00	.00	25,000.00
602-49450-229	Refunds	1,000.00	500.00	.00	500.00
602-49450-303	Engineering Fees	.00	4,000.00	.00	4,000.00
602-49450-310	Other Professional Services	473.85	750.00	25.00	725.00
602-49450-322	Postage	84.19	100.00	.00	100.00
602-49450-331	Meetings-Conferences (mtgs/mi)	567.63	1,500.00	.00	1,500.00
602-49450-362	Property - Casualty Ins (Auto)	4,836.33	4,981.00	.00	4,981.00
602-49450-381	Electric Utilities	5,743.25	9,660.00	664.00	8,996.00
602-49450-383	Gas Utilities	457.37	950.00	.00	950.00
602-49450-385	Sewer Plv-Elgin Sewer District	588,563.55	787,000.00	.00	787,000.00
602-49450-417	UNIFORM	240.87	600.00	.00	600.00
602-49450-420	Depreciation	.00	14,000.00	.00	14,000.00
602-49450-437	Miscellaneous	.00	500.00	.00	500.00
602-49450-601	Debt Srv Bond Principal	44,000.00	115,000.00	115,000.00	.00
602-49450-611	Bond Interest	1,210.00	28,130.00	17,029.25	11,100.75
602-49450-700	Transfers Out	.00	50,000.00	.00	50,000.00
Total Sewer (GENERAL):		827,675.81	1,157,571.50	140,182.63	1,017,388.87
Net Total SEWER FUND:		827,675.81-	1,157,571.50-	140,182.63-	1,017,388.87-
Net Grand Totals:		9,592,419.35-	5,213,947.51-	543,766.01-	4,670,181.50-



PLAINVIEW POLICE DEPARTMENT

241 West Broadway
Plainview, Minnesota 55964

Jason M. Timm
CHIEF OF POLICE

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1-507-534-2441 Private
1-800-927-2647 Non-Emergency
Fax: 1-507-534-2437



Executive Summary

City Council Regular Meeting: February 9th, 2021

AGENDA ITEM:	AGENDA SECTION:
PREPARED BY: Jason Timm, Chief of Police	AGENDA NO. 6.D.
ATTACHMENTS: January Activity Summary Report	APPROVED BY:
RECOMMENDED ACTION: Information only	

SUMMARY

**The following is a brief summary of the highlights for the month of January. Day to day operations continue to be very busy with changes, updates and planning. **

Meeting/Training

- Weekly dept. head meetings.
- Weekly on-line training for continuing Ed. Credits on PATROL.
- Conducted and completed an audit on our 2020 training to ensure state and federal license requirements.

Misc. Activity

- We had two snowfalls in January that met the 2-inch ordinance criteria. The first snowfall resulted in 15 "Snowbird" tickets. The second snowfall we had to issue 13 "Snowbird tickets.
- We finished up going through our evidence room cleaning out and disposing of old evidence along with organization. Several items of value were placed on the January auction with TMRA where we received approximately \$2600.00 dollars (after fees). All money will go into the general fund.
- Worked out a deal with the sheriff's office and Wabasha PD to pay a third of our annual gun range lease. This will save us \$700.00 dollars a year.
- We again cleared several open cases that resulted in charges. I am very pleased with SGT. Miller's great work with the investigations. 2nd month in a row where we had three of the cases charged out at a felony level.

- Charges for the Liquor Store has been filed. Three Felony theft and one Gross Misdemeanor charges. Initial court appearance is scheduled in mid-January. The court trial is set to begin in March.
- Our staff was COVID free in January. A couple of us received our first COVID vaccine.
- Our new squad is currently being outfitted with hopes that it will be in-service in a couple of weeks.

The following are the January calls per service as it compares to 1 year ago.

January Call Activity	2021	2020
9-11 Hang-Ups	2	0
Alarms	2	0
All other	1	1
Animal Complaints	6	1
Assault	0	1
Assist Other Department	15	8
Attempt to Locate	0	0
ATV & Curfew Violations	0	0
Burglary	0	0
Child Custody Exchange	1	0
Civil Matter	0	1
Curfew Violation	0	0
Damage to Property	3	0
DANCO Violation	0	0
Disorderly Conduct	0	0
Domestics	1	2
Driving Complaints	4	3
Driving Under the Influence	0	0
Drugs All Types	1	0
Escort	0	0
Fire Calls	0	0
Fireworks	0	0
Found Property	2	3
Fraud	6	2
Funeral Assist	1	3
Gun Permit	12	0
Harassment/Threats	1	1
Littering	1	0
Lost Property	0	1
Medical Calls	10	22
Misc. Information	9	3
Motorist Assists	5	2
Noise Complaints	0	1
OFP/HRO Violation	1	1
Ordinance Violation	1	1
Parking Complaints/Violations	1	0
Permit	1	0
POR	1	0

Public Assists	11	8
Security Check	18	5
Sex Offense	1	0
Snow Removal	25	24
Sudden Death	1	1
Suspicious Activity	6	6
Theft Offenses	3	4
Tobacco Violation	0	0
Traffic Crashes/Violations	146	45
Trespassing	1	2
Vulnerable Adults	0	0
Warrants All	0	2
Welfare Checks	4	8
Worthless Checks	0	0
TOTAL CALLS	305	162

CITY OF PLAINVIEW PUBLIC WORKS DIRECTOR REPORT



Water

- Water reports were filled out and sent to the MDH (Minnesota Department of Health) for the month of January. We averaged as a city 295,935 gallons per day. The highest being 466,000 gallons and the lowest being 214,000. We pumped 9,174,000 total gallons for the month.
- Meters were read on the first of the month.
- Bacteria samples were taken at various locations and taken to the MDH for testing.
- We are part of the Gopher One call before you dig locating service. We locate our water service and good faith locate the homeowner's sewer service. We had 4 locates for the month of January.
- We had an issue with the water tower on the 27th prompting us to contact Automatic Systems who installed the telemetry equipment. Our telemetry was not communicating properly between the shop and the water tower. It was discovered we had a board go out in the communication panel.

Sewer

- We had a complaint of a backed up sewer line, after further investigation it was determined to be on the homeowner's side.

Streets

- We had three snow events for the month of January.
- We cleaned the snow piles out of the cul-de-sacs.
- We had issues with both plow trucks this month. This resulted in one truck going in for warranty work and having to order parts for the other. Both repairs are complete.

Parks

- We are still working on a grant for the repair of the lights and several building at Eckstein. This grant is due March 31st.
- Parks and Trails commission met the 5th of the month.
- The crew has been working hard to keep the rink looking nice.
- Unfortunately, the men's restroom door at Eastwood was left open for a length of time causing everything to freeze. The toilet cracked, the faucet cracked, and the trap for the sink split. We have removed the door stops, made the necessary repairs and put signs up to keep doors closed.

Pool

- The new pool heaters have been delivered. Rahman Heating & AC will be installing in the coming months.
- We met with Michelle Olig to work out scheduling. Right now, the pool is scheduled to open June 7th, mass reregistration is tentatively set for April 5th (we are looking into whether or not this can be done online), and mandatory training for the lifeguards is May 29th.

CITY OF PLAINVIEW PUBLIC WORKS DIRECTOR REPORT



Trees

- We have been trimming trees overhanging the streets that hit our trucks and equipment. This will continue as needed.
- We had 12 more city trees taken down. To save money, we had the company just drop the trees and leave it for us to clean up. We only did this where the trees could lie for a couple days without interruption to the public.

Buildings

- KBS has begun the roof at City Hall. This should be complete within the first two weeks of February.

**Respectfully,
Shane Loftus
Public Works Director**



PARKS & TRAILS COMMISSION

Meeting Minutes

Tuesday, January 5, 2021, at 6:00 P.M.
Public Works Building, 230 10th St SW, Plainview, MN 55964

The Plainview Parks & Trails Commission meeting was called to order at 6:06 pm on January 5, 2021. Commissioners in attendance: Aaron Luckstein, Jason Hall, Beau Hebert, Ben Jacobs, Jenny Schneider, and Marlene Young. Staff in attendance: Shane Loftus.

Motion was made by Schneider and seconded by Jacobs to approve the agenda. Passed 6/0.

Motion was made by Hebert and seconded by Schneider to approve the December 1, 2020 meeting minutes. Passed 6/0.

Loftus gave a Public Works update. The appointment of Carrie Klassen and the re-appointment of Marlene Young are on the agenda for next week's City Council meeting. We need one more commission member to replace Aaron Luckstein. Luckstein will be setting up a meeting with the school to discuss the timeline of the grant process for improvements at Eckstein Park. Loftus is putting together a list of cost comparisons to resurface the tennis courts. There are funds allotted in the 2021 budget for the resurface project.

Loftus discussed the costs of purchasing a liner for the ice skating rink. There is an option to purchase a reusable liner that costs approximately \$1,490. This liner is heavy and would need to be rolled up at the end of the season. Another option is to purchase a liner that can be thrown away at the end of the season that would cost approximately \$750. Schneider has funds in the Rock on Ice fundraiser account to give to the City Council for purchase of a liner. Schneider has a contact in Winona and will find out more information on the liner that is being used in Winona, including how they clean the ice. This will be a project to work on for next year's skating season.

Luckstein gave an update on the natural park and dog park. There currently are no locations on city property for either of these parks. Currently, the only possible location that could be recommended for the dog park would be the lot next to the pool where there are currently volleyball courts. The volleyball courts would then need to be relocated. Luckstein has a report ready to go to the city administrator, David Todd, discussing the commission's recommendations for the proposed parks.

Hebert gave a follow-up on the Peace Corps Memorial park. He spoke with the Peace Corps committee about discussions that have taken place with the Plainview American Legion and the local Boy Scouts. The Peace Corps committee has worked with Andy Masterpole to redesign their proposed memorial. Hebert has a Zoom call scheduled with Ken Flies, Masterpole, Luckstein, and Loftus to discuss the next steps to work with the City Administrator, City Council, Legal, and the public on moving forward with the proposed project.

Luckstein gave an update on completion of the application for the outdoor recreation grant through the DNR. He still needs an up-to-date property value and a final list of proposed improvements to include in the project, including estimates on the costs. The application is due in March, with preliminary approval in May and final approval in June. Luckstein plans to have the draft application to Loftus by the end of January.

Motion was made by Jacobs and seconded by Young to accept the resignation of Luckstein as the commission chair. Passed 6/0.

Motion was made by Jacobs and seconded by Hall to nominate and elect Hebert as the new commission chair. Passed 6/0.

Motion was made by Young and seconded by Jacobs to adjourn. Passed 6/0.

Meeting adjourned at 7:09 p.m.



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MEMORANDUM

Date: February 4, 2021
To: David Todd, City Administrator
From: Brian Malm, P.E., City Engineer
Subject: Current Projects Update
City of Plainview
Project No.: 0H1.123353

2020 Improvement Project

Work will resume on this project in the spring.

Orchard Hills 7th Subdivision

The re-zoning request and preliminary plat for this project was approved at the last Council meeting. We are awaiting submittal of final plans and specifications for public improvements and the final plat submittal. Once those items are received, the final plat will go to planning commission and then City Council for approval. We will also assist, as needed, with the required development agreement, which will need to be in place at the time of final plat approval.

Marshman Addition

We have been working with City Staff, the developer, and his engineer on this proposed development located in the NW corner of East Broadway and 8th Street NE. The preliminary plat submittal was reviewed and approved by the Planning Commission at their February 2nd meeting. Approval of the preliminary plat will be an item on the Council meeting agenda.

Local Road Improvement Program (LRIP) Grant Application

As discussed in our January report, we recommend that the City submit applications for funding for the Local Road Improvement Program (LRIP) for two projects; 2nd Avenue NW from TH 42 to CR 8 (10th Street NW), and 2nd Avenue SW from TH 42 to CR 8 (9th Street SW). Applications are due on March 3, 2021. Similar to the recent TAP project, the City's application would need to be sponsored by Wabasha County. Resolutions from the City Council and the County Board would be required. If Council wishes to pursue one or both of these applications, the resolutions included in the Council packet will need to be approved. We will also send resolutions to the County Engineer for consideration by the County Board.

Sidewalk/Trail Plan

We are working on developing a scope and fee proposal for the preparation of a Citywide sidewalk/trail plan. Our intent is to make this available for consideration at the March Council meeting.

Plainview Public Library

345 1st Ave NW, Plainview, MN 55964 • 507-534-3425

Director's Report: February 2021

COVID-19 Service Model:

- Hours: 11-6 Monday through Friday, and 10-1 on Saturdays
- Masks Required: Patrons who are unable have the option to visit outside of open hours
- Distanced Service Options: Front entry pick-up and 2 self-check options
- Staff: Daily health screen, Masks, and Maintaining social distance

New Year Activities:

The new year brought new faces on the Library Board and City Council as well as state reporting requirements. I have been working on conducting orientations for our new leaders and gathering numbers for the Minnesota Public Libraries Annual Report. Both should be wrapped up by the end of February.

Material Circulation:

	Overall Circulation	Service Days	Average Circulation per Service Day
January 2021	2405 Items	23	105 Items
December 2020	2353 Items	23	102 Items
November 2020	2234 Items	21	106 Items
October 2020	2742 Items	27	102 Items
September 2020	2787 Items	24	116 Items
August 2020	2534 Items	21	121 Items
July 2020	2678 Items	22	122 Items
June 2020	2667 Items	22	121 Items
May 2020	1559 Items	20	78 Items
April 2020	1359 Items	8	170 Items
March 2020	3034 Items	24	126 Items
February 2020	2691 Items	24	112 Items

If you have any questions, concerns, or ideas, please feel free to contact me.

Respectfully Submitted,

Alice L. Henderson

Plainview Public Library Board of Trustees

Tuesday December 15, 2020 7:00 PM

Members Present: Youlonda Loechler, Miranda Muller, Missy McRay, Jeff Henry, Paul Eidenschink

Staff: Alice Henderson

The meeting was called to order by Youlonda at 7:00 PM. The meeting was held online due to COVID-19.

A motion was made by Missy and seconded by Miranda to approve the agenda. Motion carried unanimously via roll call vote.

A motion was made by Jeff and seconded by Youlonds to approve the consent agenda as follows:

- Board Minutes 11/17/2020
- Director's Report
- Children's Services Report-none
- Acknowledgement of Donations-none

Payment of Bills

A motion was made by Paul and seconded by Missy to approve the Payables by Payee. Motion carried unanimously via roll call vote.

Unfinished Business

All reviews are completed and will go on file at the city on 12/16/20.

New Business

- A. Cleaning Contract: A motion was made by Youlonda and seconded by Missy to approve the contract as proposed. Motion carried unanimously via roll call vote.

Next meeting is set for January 19, 2021.

Motion to adjourn was made by Jeff and seconded by Miranda at 7:08 PM. Motion carried unanimously via roll call vote.

EDA DIRECTOR UPDATE

January 2021

Many projects and initiatives are in their formative stages at this time, so some information cannot be released at this time. An update on activities that are or were in process, or completed in January 2021 includes:

- HOUSING/DEVELOPMENT: PADCO continues to work on collaboration with other land owners on the Hwy. 42 South development. The Board met twice in January to discuss options. EDA is providing administrative support.
- MAIN STREET: The Wabasha County Grant Relief assistance was announced January 12th and the EDA sent out email notification to Plainview businesses as well as making business visits. The Director also worked with the Plainview News to ensure the public had broad notification of the opportunity.
 - Information on the grant was provided to several eligible businesses. The Director assisted four businesses with portions of the application.
 - The EDA has referred businesses inquiring about other assistance to the second round PPP (Paycheck Protection Program) local vendors and accounting firms.
- BUSINESS CENTER: The EDA is remodeling the 608 sq. ft. on the first floor of the Center as office or retail space. The Director is working with local contractors on estimates and least cost options.
- MEETINGS: The EDA and PADCO continue to meet remotely with the EDA Director providing administrative support to both Boards.
- COMMUNITY/PUBLIC RELATIONS: The EDA has delivered a 20-page booklet called “Plainview-A to Z Information about Plainview” to Plainview City Hall. The booklet provides information about Plainview’s ordinances and organizations in a friendly, helpful manner. The booklet was paid for with grants from Dairyland Electric and Peoples Electric Cooperative. The booklet will be given to new residents and community members in need of concise information on city regulations. It also will go in a “Welcome to Plainview” packet that realtors and City staff can distribute.
- ORGANIZATIONAL WORK: The EDA Board spent considerable time discussing long-range and strategic planning at their January 2021 meeting. Consensus could not be reached on next steps. Further discussion will be held in February.
- STRATEGIC DOING TRAINING: The EDA Board instructed the Director to continue to work with SMIF on an acceptable plan that would allow Plainview businesses to use the approximate \$10,000 in unspent Small Town Grant Funds.

CITY OF PLAINVIEW PLANNING COMMISSION
December 15, 2020
Meeting Minutes

The December 15, 2020 meeting for the City of Plainview Planning Commission was called to order at 7:00 p.m. by Tom Wiener.

Members present: Tom Wiener, Dave Walkes, Roger Durgin, Roger Ziebell, Jim Walkes and Ann Liebenow-Anttila.

Members absent: None.

Staff members present: City Clerk Carol Kujath, Deputy Clerk Kayla Hall, and Police Officer Aaron Stoning.

Guest in attendance: Les Conway with WSE/Massey, Peter Meyer, Brian Malm and Jane Kansier with Bolton & Menk, Robert Lamprecht, Scott Anttila, and Rosemary Koenig.

Motion by Roger Ziebell, seconded by Dave Walkes to approve the agenda. Motion carried. The April 28, 2020 minutes were approved without any corrections or amendments.

Orchard Hills 7th Addition: Rezone Application -

Motion by D. Walkes, seconded by Durgin to open a public hearing to hear testimony regarding the proposed rezoning of Orchard Hills 7th Subdivision, East of 2nd St. SE, at the end of 6th Ave. SE and 7th Ave. SE Property ID 26.00111.12; 26.00111.18 from AG to R-2 to facilitate the Orchard Hills 7th subdivision.

The properties total approximately 10.83 acres and are bound by previous phases of Orchard Hills to the north and west, wetlands and a creek to the east, and undeveloped farmland to the south. The wetlands encompass a large area along the eastern property boundary. Public water and sewer are available to subject properties through previous phases of Orchard Hills. The property is within a Wellhead Protection Area and in the southern watershed. Hydric soils are located where wetlands are present on the larger property. The Comprehensive Plan-The Future Land Use Map designate the subject properties as Residential, which R-2 is a residential zoning district. Housing goals in the 2040 Comprehensive Plan do support a housing supply of various types and densities and managed residential growth for balanced land uses. The map also shows future roadways planned through the project site from west to east and through existing wetlands. Land use goals in the 2040 Comprehensive Plan do call for protection and conservation of wetlands in the City. Staff believes that the applicant can minimize wetland impacts. The DNR is also involved in wetland mitigation review, so if the applicant does seek to develop where there are existing wetlands, they will need to mitigate any wetland impacts resulting from the project. Overall staff believes the request will be consistent with the comprehensive plan. Bolton & Menk staff recommends the Planning Commission forward the rezoning proposal to City Council with the recommendation of approval.

Public comments: none.

Motion by Roger Ziebell, seconded by Dave Walkes to recommend the City Council approve rezoning Property ID 26.00111.12; 26.00111.18 from AG to R-2.

Aye: R. Ziebell, D. Walkes, J. Walkes, R. Durgin, A. Liebenow-Anttila

Nay: None

Recuse: T. Wiener

Motion carried.

Orchard Hills 7th Addition: Preliminary Plat Application -

The request is for 26 single-family lots and one detention pond lot. This phase of Orchard Hills is to be the final phase of the whole subdivision. The lot sizes will be between 9,555 square feet and 34,202 square feet with a range of lots widths (street frontage) between 62 feet and 105 feet. The lots in the proposed Orchard Hills 7th generally meet zoning requirements for lot area, frontage, and uses in R-2 zoning, with the exception of side setbacks. The applicant shall amend side setbacks on all buildable lots so that each setback dimension is a minimum of 5-feet wide and that both side setbacks add up to 10-feet. The applicant shall also note on the plat that the detention pond outlot is unbuildable. Of the overall 12.03 acres, 2.41 acres are proposed to remain wetland after the developer completes DNR's wetland removal and remediation procedures. The overall density for the development will be just over two homes per acre. The applicant will adhere to R-2 zoning. The applicant has proposed, to pay fees instead of 8% of the subdivision's land for the parkland dedication. The applicant has proposed block lengths and configurations that meet code, with the exception of 4th Ave. SE. This street exceeds the 1,200-foot maximum block length for streets, but the existing wetlands and stream on the eastern edge of the property discourage stub-outs to the adjoining property. Staff supports the longer block length, but the applicant must request this longer block length in writing prior to this item being heard at City Council. It is also proposed for 4th Ave. SE to be closed to the existing wetlands on the subject property, and to impact a portion of the wetlands to free up land for more buildable lot area. Mitigation of these wetland impacts is proposed to be completed through the purchase of wetland bank credits. If the applicant is unable to free up enough land to build their desired homes on Lots 2-5 of Block 2, staff suggests they alter the alignment of 4th Ave. SE to curve around the wetlands, which will minimize the wetland impacts and may negate the need for the applicant's variance. Elimination of the proposed street connection to 4th Ave SE to avoid wetland impacts is not recommended. The proposed streets of the subdivision meet the City's roadway section, with the exception of sidewalks. The applicant is proposing no sidewalks along new streets. Staff supports this as the applicant was not required to put in sidewalks on previous phases, so sidewalks in this phase would not connect to any existing sidewalks or trails. The applicant must clearly ask in writing for this allowance to construct streets without sidewalks prior to this item being heard at City Council. Proposing a small stub-out of right-of-way to connect out to the proposed detention pond outlot south of the subdivision. For the City to accept platted right-of-way, the applicant shall construct and extend street improvements to within 5-feet of the property line. This will allow adjoining southern property owner and any future developer of that property to connect into Orchard Hills and not be burdened by construction additional street. This development is subject to all local, county, and state requirements for development. Failure to receive necessary approvals will render any plat approval null and void.

Public hearing for the Orchard Hills 7th Subdivision Preliminary Plat Application.

Les Conway from WSE/Massey went through the conditions with the commission board.

Public comments:

-Roger Arens-230 6th Ave. SE – Expressed concerns about the limited exits and entrances into Orchard Hills. Thought any new development in that area a new entrance/exit would be needed.

-Robert Lamprecht-Plainview Township – Would like a 40-foot setback along adjacent property to prevent things ending up in his field. Also concerns with wetland area and the water runoff.

-by email: Nina Schneider-355 5th Ave SE- Concerns of the water in their back yard, and if landscape will be manipulated, how will the water be controlled that occurs during heavy rainfall and melting snow in the spring. Will there be another outlet for traffic?

-Ann Liebenow-Anttila-325 5th Ave SE – Concerns with the following:

Was a traffic study done? When was the wetland delineation done? Easement for wetlands? Sidewalks should be included to have a safe path to the park. Streetlight plan? Design of street lighting? Pond concerns, and who maintains the ponds? Consideration to extending the trail system. No subdrains in the street design. Utility easement size? Street concerns by the pond. Extension of right-of-way? Comprehensive Plan has connecting streets heading east, which none of them are on the plat. GDP is from 1998. Is it still valuable to have a connection to the east? Stored dirt impacting the drainage of the existing lots. Brian Malm, Jane Kansier and Les Conway, answered all questions asked by the public, and by the commission board.

Motion by R. Ziebell, seconded by J. Walkes to forward the Preliminary Plat to the City Council recommending approval with the following conditions.

1. Prior to City Council review:

- Show the correct setbacks on the preliminary plat, 5-foot side setback with a sum of 10-feet. -L.C. -yes agrees to changing the setbacks to R-2 zoning.
- Provide sufficient information on parkland fees in-lieu of dedication-L.C. 10.38 acres- 1.98 acres ROW-1.74 acres Wetlands = 6.66 acres. 6.66 acres x \$800 (8% of \$10,000/acre) = \$5,328 Parkland dedication in-lieu of land.
- Request in writing any needed allowances or variances from subdivision requirements, no sidewalks and the 1,281 feet along 4th Street. -L.C. yes will have a written statement for city council for no sidewalks and the extra 81 feet on the east side 4th Street.
- Show street improvements within dedicated right-of-way up to 5 feet from the property line and stormwater pond and outlot. -L.C. agree but wanted clarification. B.M. gave clarification. Want improvements to extend to the end of development.
- Successfully rezone the property to R-2
- Update total area numbers and all figures dependent on said number to include the area required for the detention pond on the adjoining property -L.C. will update land date summary with the 1.66 acres the applicant is purchasing from the Jurgenson's.

2. The Subdivision shall generally be consistent with the general development plan. - L.C. agreed

3. Prior to final plat approval, the application shall show evidence of successful mitigation of all proposed wetland impacts in accordance with BWSR WCA requirements. -L.C. agreed

4. All other comments or conditions from city departments, franchise service and utility providers, or other authorities with jurisdiction over this development shall apply to this development. -L.C. agreed

5. Unless rescinded by the City Council, approval of a preliminary plat is limited to a period of one year, after which time the applicant is required to resubmit a preliminary plat. Upon application filed with the City Clerk, the City Council may continue the approval for an additional period of time. The application shall be filed at least 20 days prior to expiration of the approval of the preliminary plat. -L.C. agreed

Aye: R. Ziebell, J. Walkes, D. Walkes, R. Durgin,

Nay: A. Liebenow-Anttila

Recuse: T. Wiener

Motion carried: 4-1

Orchard Hills 7th Addition: Variance Application –

A Variance Application for Orchard Hills 7th, Lots 1-5, Block 2 was submitted. The variance is for the front yard setback from 25-feet to 20-feet in R-2 zoning from proposed Lots 1-5 of Block 2 in Orchard Hills 7th. The applicant intends to provide as much separation between the backs of a row of five future homes and existing wetlands while complying with the 20-foot setback around said wetlands. Les Conway pointed out that there is a 66-foot right-of-way instead of a 60-foot right-of-way. If the staff is willing to reduce the right-of-way from 66-feet to 60-feet, then there would be no need for the variance. Brian Malm, Les Conway, and Pete Meyer were all in agreement to this.

The Variance Application was withdrawn.

Wiener stated the commission will need to amend the motion to change the plat from 66-foot right-of-way to 60-foot right-of-way.

Aye: R. Ziebell, J. Walkes, D. Walkes, R. Durgin, A. Liebenow-Anttila

Nay: None

Recuse: T. Wiener

Motion made by Dave Walkes to adjourn. Second by Roger Ziebell.

Motion carried unanimously. 8:40pm



Planning & Zoning Commissioner



City Clerk

2-2-21
Date

PLAINVIEW

CITY COUNCIL ACTION



Executive Summary

City Council Regular Meeting: February 2, 2021

AGENDA ITEM:	Preliminary Plat Marshman Addition	AGENDA SECTION:	New Business
PREPARED BY:	David Todd, City Administrator	AGENDA NO.	8.A.
ATTACHMENTS:	Resolution 2021-03	APPROVED BY:	DT
RECOMMENDED ACTION: Motion to approve resolution 2021-03 with conditions for the preliminary plat of Marshman Addition			

SUMMARY

Lucas Marshman ("Applicant") has made application to the City of Plainview for a subdivision to be named the Marshman Addition located in the east portion of the city.

The request by the applicant is for 4 single-family lots. The lot sizes will be between 10,970 and 14,500 square feet with a range of lot widths (street frontage) between 74 feet and 90 feet. The overall density for the development will be 3.4 homes per acre. As detailed below and further within this report, the applicant will adhere to R2 zoning designation standards.

A public hearing was advertised for February 2nd, 2021 at a regular meeting of the Planning and Zoning Commission whereby the preliminary plat was discussed, and public input was heard. At Planning Commission meeting, this proposal was reviewed and the Commission, by a vote of 4-0-1, forwarded it to City Council recommending approval, with some conditions. Bolton and Menk's staff report is attached to the council packet.

Respectfully,

David Todd, City Administrator

**MEMORANDUM**

Date: February 4th, 2021
To: City of Plainview City Council
From: Harry Davis, AICP
Brian Malm, P.E.
Subject: Marshman Addition – Preliminary Plat Application
City of Plainview

Meeting Date: February 9th, 2021

Request:

Applicants: WSE/Massey Engineering & Surveying
Owner: Lucas Marshman
Property Location: Northwest corner of 8th St NE and East Broadway/CSAH 8
Property ID: 26.01415.00

Background:

The subject property is located in the eastern part of Plainview, at the northwest corner of 8th St NE and East Broadway/CSAH 8. The property is approximately 1.18 acres, is Lot 1 Block 1 of Harvest Ridge Subdivision, and bound by residential development to the north and west, unbuilt lots of Harvest Ridge to the east, and large lot residential and agricultural property to the south. The property is zoned R-2.

Table 1

Direction	Land Use	Zoning
North	Single-family homes	R-2, Residential
South	Large lot residential; Agriculture	R-1, Residential
East	Single-family home; Undeveloped	R-2, Residential
West	Single-family homes	R-1, Residential

Request:

The request by the applicant is for a total of 4 single-family lots. The lot sizes will be between 10,970 square feet and 14,500 square feet with a range of lot widths (street frontage) between 74 feet and 90 feet. The overall density for the development will be about 3.4 homes per acre. As detailed below and further within this report, the applicant will adhere to R-2 zoning:

Table 2

	Current Minimum Requirement	Proposed Minimum Requirement
Lot Area Single-family	6,000 sq. ft.	6,000 sq. ft.
Lot Width	60 feet	60 feet
Zoning Setbacks	Front: 25 feet (from ROW) Back: 15 feet Side: 5 feet (10 feet total)	Front: 25 feet (from ROW) Back: 15 feet Side: 5 feet (10 feet total)

Public Comment:

Some public comment was received at the Planning Commission from an adjoining neighbor. They were concerned about any sort of residential above a duplex or single-family home and if the developer planned to retain an alleyway between their house and the proposed development. The developer answered their questions. No other public comment was presented and no additional public comment was received at the time of writing this report.

Neighborhood Notification:

All property owners within 350' feet of this property were notified within ten days of the Planning Commission public hearing and published in the paper on January 21, 2021 that a public hearing would be held on February 2, 2021. No additional notification is required for City Council.

Infrastructure:

Streets: The subject parcel has access to 8th St. NE, a divided boulevard, and East Broadway (CSAH 8).

Water: 8-inch diameter water lines can be found along 8th St. NE and East Broadway. A 6-inch diameter water line runs within the utility easement on the north side of the property. Water services were previously stubbed out for future lots in this area.

Sewer: An 8-inch sanitary sewer can be found along 8th St. NE. Sewer services were previously stubbed out for future lots in this area.

Drainage: This property is within a moderately vulnerable area of the City's Wellhead Protection, Drinking Water Supply Management Area (DWSMA). No wetlands or hydric soils are present on the property.

2040 Comprehensive Plan:

One of the land use goals in the comprehensive plan is to "encourage land uses, densities and regulations that promote efficient development patterns and relatively low municipal, state, and utility costs". A sub-goal under the goal above is to require coordination between growth and utility capacities (sewer, water, etc.). Under the housing goals in the comprehensive plan, there are various goals that address supporting a "variety of housing types and densities", "encourage a range of housing ... [fitting community] character", and "maintain and enhance the quality of Plainview's homes and neighborhoods".

The Future Land Use Map designates the subject property as Residential.

Staff Findings:

1. A determination of whether the proposed preliminary plat meets zoning and overlay requirements.

Finding: The lots in the proposed Orchard Hills 7th generally meet zoning requirements for lot area, frontage, and uses in R-2 zoning, with the exception of setbacks on the corner lot. Corner lots shall have front setbacks along street frontages and all other setbacks shall be side yards. One of the front setbacks shall be half the requirement of a typical setback. This is a requirement for corner lots and front yards under Section 607.

2. A determination of whether the proposed preliminary plat meets subdivision development standards.

Finding:

Easements: The applicant has utilized existing easements and right-of-way as well as proposed additional easements. Final review and determination of easement locations and widths to be included on the final plat will be coordinated with review of proposed public infrastructure final plans and specifications.

Parkland Dedication: The applicant has proposed fees in-lieu of parkland dedication. They have calculated their undeveloped land value (exclusive of utility costs; inclusive of grading and seeding) at \$80,000 for approximately 1.18 acres. At 8%, the applicant's proposal is to pay \$6,400 for fees in-lieu of parkland dedication. A final amount will be calculated in the development agreement and paid along with other city fees.

Variances: The applicant has not submitted any variances.

Lot Configurations: The applicant has proposed lot configurations that generally meet code requirements.

Block and Street Configuration/Design: The applicant has generally proposed block lengths and configurations that meet code.

Required Improvements: The applicant is not proposing any new streets, but will need to place sidewalk along all street frontages. Sidewalk width along County Road 8 (East Broadway) shall be 5-feet wide with location as approved by the County. Sidewalk width and location along 8th St. NE shall be 5-feet wide and 6-inches from the edge of right-of-way in conformance with the typical residential street section.

Storm sewer improvements will be required to convey drainage from an existing 21-inch County culvert under County Road 8 (East Broadway) to an existing 24-inch City culvert under 8th Street NE. Inlets may be required to collect drainage from the proposed lots, depending on proposed lot grading, if drainage from lots is not able to flow onto 8th Street NE. The culvert and ditch arrangement as shown on the initial submittal by the applicant would not be acceptable due to ongoing maintenance issues (debris and silt collection issues). A subsequent submittal by the applicant showing an 18-inch storm sewer connection would not be acceptable as it is undersized to accept drainage from the County's 21-inch storm sewer under County Road 8 (East Broadway). A minimum 21-inch RCP storm sewer would be required. If inlets are needed to facilitate lot drainage, hydraulic calculations should be provided to verify pipe sizing is adequate.

Sump pump services should be provided for each lot according to the City standard detail. It does not appear that subdrain was installed as a part of the construction of 8th Street NE. Normally sump pump outlets from each lot are connected to the subdrain pipe. In this case, a 6-inch subdrain outlet pipe, connected to the proposed storm sewer, should be installed to provide an outlet for the sump pump services.

Other Jurisdictional Approvals: This development is subject to all local, county, and state requirements for development. Failure to receive necessary approvals will render any plat approval null and void. The County Engineer has made some comments about the proposal that should be addressed prior to approval:

- a) The culvert under County 8 is a 21" RCP (round). Please size the proposed driveway culverts and/or driveway finish surface elevation as necessary for the drainage area and to not influence drainage from County 8. The proposed grading plan indicate two sizes (2) 18" and downstream (2) 12" (this would seem to be in error). If a buried storm sewer is being considered, it is recommended a manhole be constructed at connections to existing culverts and/or directional changes in pipe. Future maintenance or replacement of culverts or drainage structures beyond the extents of the existing culverts maintained by the County would be the sole responsibility of the City.
- b) Property tile lines or sump outlets shall not be cut into curb/gutter line or otherwise flow overland onto street(s).
- c) Driveway slopes are required to be less than 2% in areas with planned sidewalk or (in the case of along County Hwy 8) where future sidewalk may be constructed. This requirement is to enable planned and future construction of sidewalk to meet standards for constructed cross slope. Verify the crossing (ped ramp) it is directly across from the existing ped ramp to the east and with a ped ramp at a directional crossing (not a fan/diagonal design). MnDOT standards are noted but please verify elevations would enable construction of these standards. Future maintenance (including snow removal), replacement, or improvements of sidewalk (additional to existing) within the right of way of County 8 would be the sole responsibility of the City.

In accordance with MN Statute 505.03, Subd. 2 (c), in response to the County's comments, within 10 business days of City Council approval of the preliminary plat, the City will need to submit notice of approval to the County Board along with a statement responding to the County Engineer's comments. Staff recommends the response indicate that the County Engineer's comments will be addressed and that the City will accept responsibility for future maintenance or replacement of storm sewer beyond the extents of the existing culverts maintained by the County, as well as future maintenance (including snow removal), replacement, or improvements of sidewalk (additional to existing) within the right-of-way of County Road 8 (East Broadway).

Denial of Plan and/or Plat: In the case of all subdivisions, the Planning Commission shall recommend denial of, and the City Council may deny, approval of a general development plan, preliminary or final plat if it makes any of the following findings:

- a) That the proposed subdivision, including the design, is in conflict with any adopted component of the Plainview Comprehensive Plan, Land

Management Ordinance, Storm Water Pollution Control Ordinance, or any other provision of the City Code;

- b) That the physical characteristics of this site, including but not limited to topography, vegetation, susceptibility to erosion and siltation, susceptibility to flooding, water storage, drainage and retention, are such that the site is not suitable for the type of development or use contemplated;
- c) That the site is not physically suitable for the proposed density of development;
- d) That the design of the subdivision or the proposed improvements is likely to cause substantial environmental damage;
- e) That the design of the subdivision or the type of improvements is likely to cause serious public health problems;
- f) That the design of the subdivision or the type of improvements will conflict with easements of record;
- g) That the design will create a significantly higher density than the surrounding areas;
- h) That the design will create an undue burden on the City's traffic system or water/wastewater infrastructure.

Staff does not believe that the subdivision should be denied as it does not violate any of the above findings.

February 2nd, 2021 Planning Commission Meeting:

At the February 2nd, 2021 Planning Commission meeting, this proposal was reviewed and the Commission by a vote of 4-0-1 forwarded it to City Council recommending approval, with all conditions as proposed. Commissioner Wiener recused.

Recommendation:

Staff and the Planning Commission recommend approval of the Marshman Addition Preliminary Plat, with the following conditions:

1. A determination that the proposed preliminary plat does not conflict with any conditions listed in Section 620.4 of the Plainview City Code, and thus approval of the preliminary plat is appropriate. *Staff and the Planning Commission recommend in favor of this determination.*
2. A determination addressing the County Engineer's comments and that the City will accept responsibility for future maintenance or replacement of storm sewer beyond the extents of the existing culverts maintained by the County, as well as future maintenance (including snow removal), replacement, or improvements of sidewalk (additional to existing) within the right-of-way of County Road 8 (East Broadway). *Staff and the Planning Commission recommend in favor of this determination.*
3. The applicant shall address and satisfy the following conditions prior to final plat:
 - a. The applicant shall show the correct setbacks on the preliminary plat;
 - b. The applicant shall revise the proposed drainage design to meet City and County requirements for storm sewer and revise the proposed grading plan accordingly.
 - c. The applicant shall revise the plan to include the installation of sump pump services to each lot in accordance with City standards.

- d. The applicant shall comply with County requirements related to sidewalk and pedestrian ramp design for the sidewalk within the County Road 8 (East Broadway) right-of-way.
4. A Development Agreement to install the required infrastructure improvements necessary to support development on lots within the proposed subdivision will be required as a condition of Final Plat approval in accordance with City Code.
5. Easements included on the final plat shall conform with those shown on the preliminary plat, as well as any adjustments or additions determined to be needed by the City during preparation and review of final plans and specifications for the proposed subdivision improvements.
6. Any parkland dedication or cash in-lieu of land amount shown on the preliminary plat and proposed by the developer or applicant shall be verified, adjusted if required, and finalized as a part of the development agreement.
7. All other comments or conditions from city departments, franchise service and utility providers, or other authorities with jurisdiction over this development shall apply to this development.
8. Unless earlier rescinded by the City Council, approval of a preliminary plat is limited to a period of one year, after which time the applicant is required to resubmit a preliminary plat. Upon application filed with the City Clerk, the City Council may continue the approval for an additional period of time. The application shall be filed at least 20 days prior to expiration of the approval of the preliminary plat. In the event the developer does not submit a final plat for approval within this time limits listed herein, the preliminary plat approval in this resolution shall expire.

Attachments:

- Current Zoning Map
- Plainview Comprehensive Plan
 - o Future Land Use Map
 - o Environmental Resources
- County Engineer Sidewalk Diagram
- Request Letter
- Marshman Addition Preliminary Plat
- Harvest Ridge Subdivision Plat



Legend

City Limits

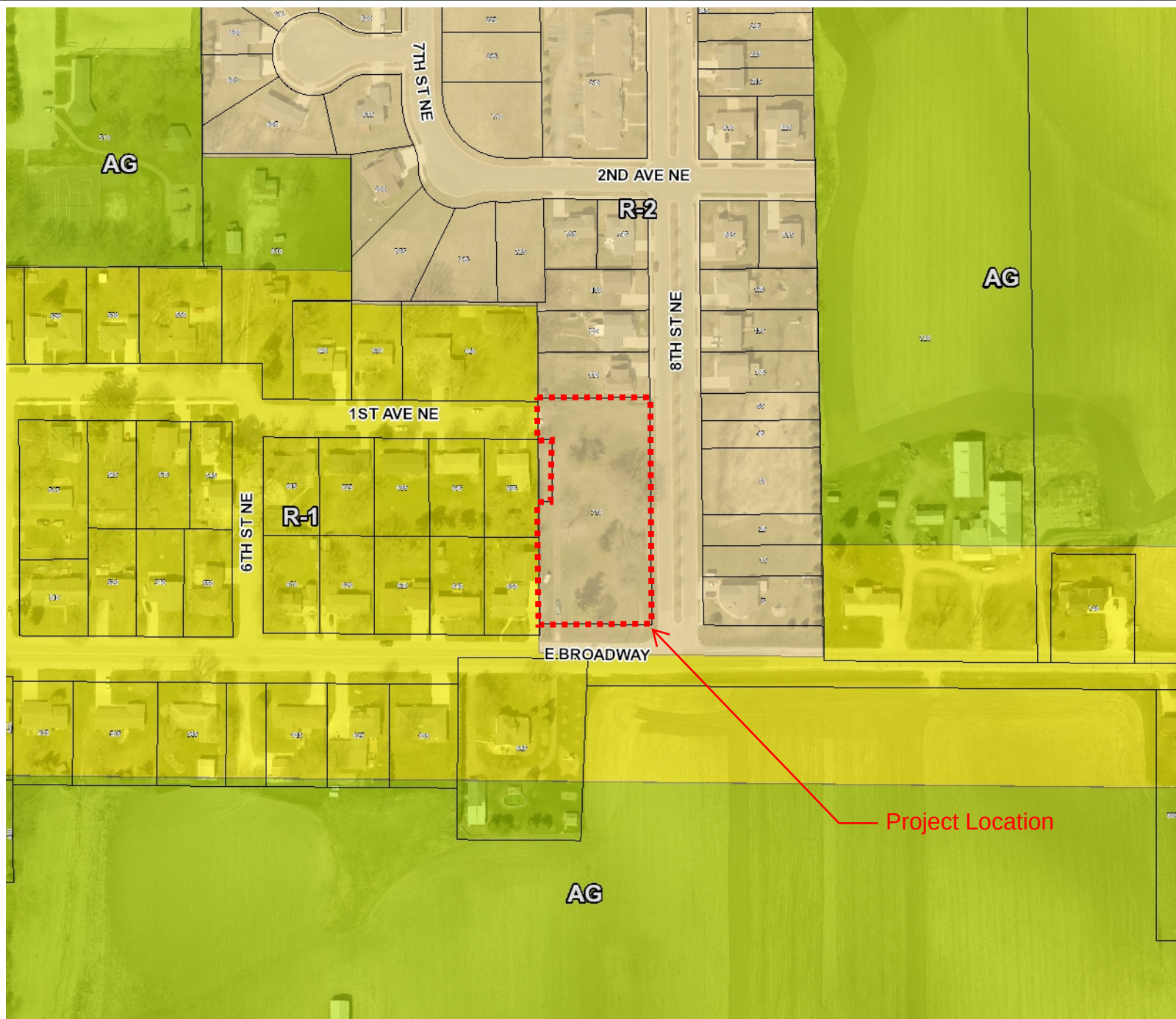
Parcels (11/1/2020)

□ Parcels

Zoning

- AG (Agricultural District)
- C-1 (Central Business District)
- C-2 (Service Commercial District)
- IND (Industrial District)
- R-1 (One-Family Dwelling)
- R-2 (Two-Family Dwelling)
- T (Transition District)

— Protected Waters - Watercourse



Project Location

Marshman Addition - Current Zoning

0 200 Feet

© Bolton & Menk, Inc - Web GIS 1/18/2021 4:33 PM

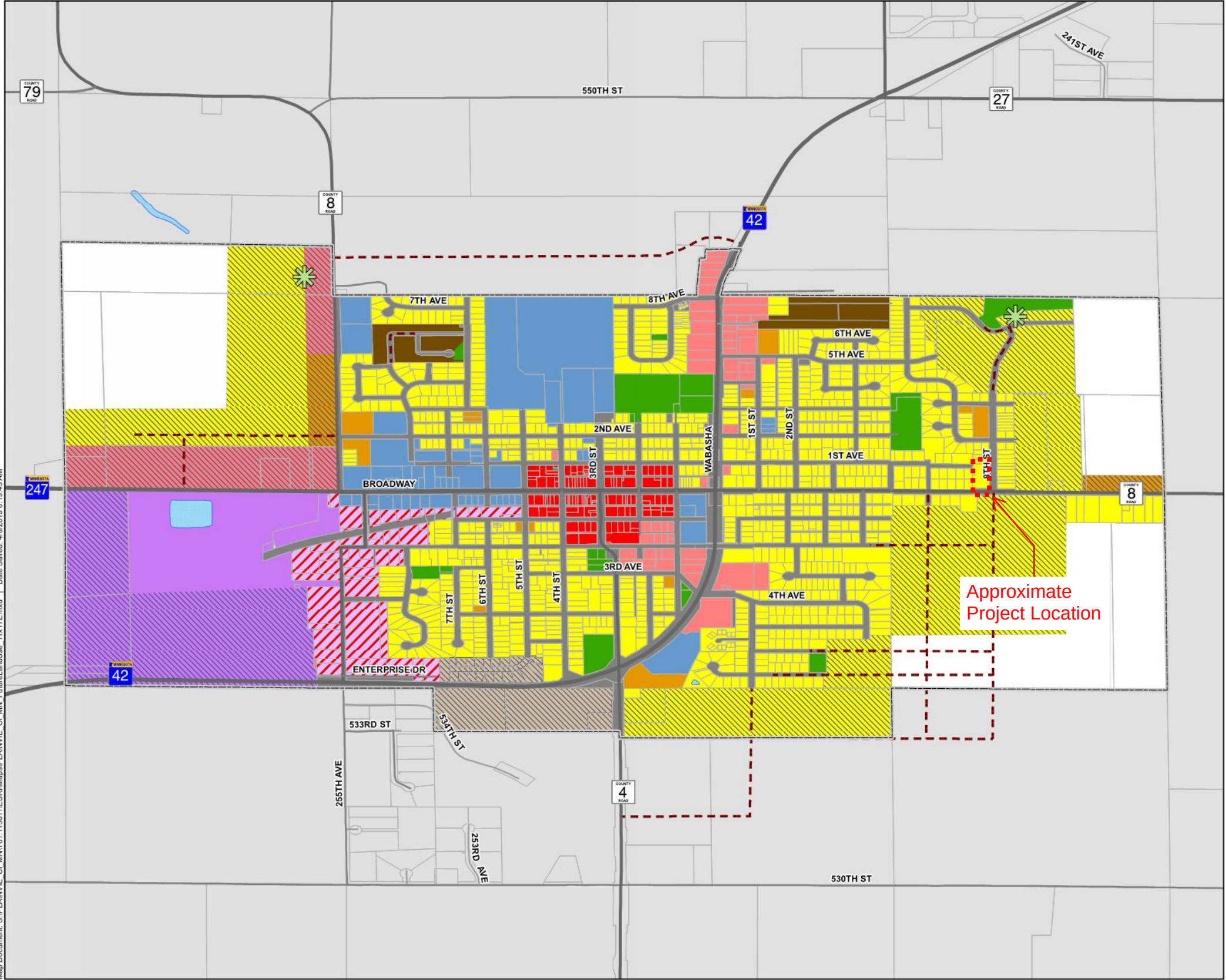


Current Zoning



Disclaimer:

This drawing is neither a legally recorded map nor a survey and is not intended to be used as one. This drawing is a compilation of records, information, and data located in various city, county, and state offices, and other sources affecting the area shown, and is to be used for reference purposes only. The City of Plainview is not responsible for any inaccuracies herein contained.



Map #3: Future Land Use

2040 Comprehensive Plan
Plainview, Minnesota

Legend

- City Limits
- Parcels
- Waterbodies
- Future Roadways
- Planned Development Areas
- Future Park Areas

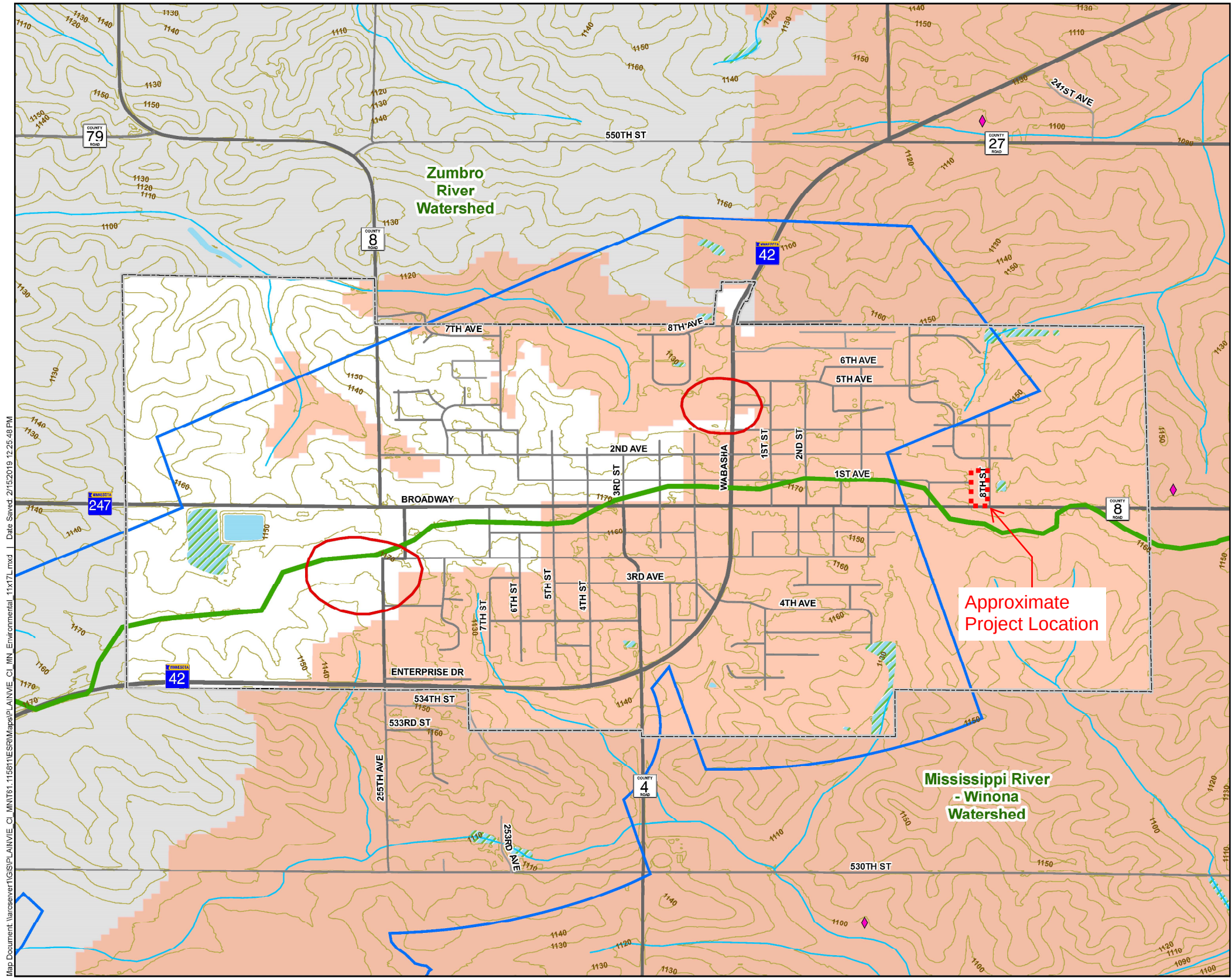
Future Land Uses

- Agricultural
- Central Business
- Service Commercial
- Commercial/Industrial
- Industrial and Utilities
- Institutional
- Mixed Residential / Commercial
- Residential
- Multi-Family Residential
- Manufactured Housing Park
- Parks, Open Space, and Recreational Areas
- Road and Railway Right of Way

0 0.5 Miles
Source: Wabasha County, MnGeo



April 2019



Map #13: Environmental Resources

2040 Comprehensive Plan
Plainview, Minnesota

Legend

- City Limits
- Environmental Resources
 - Waterbodies
 - Streams and Ditches
 - National Wetland Inventory
 - Watershed Boundary
 - ERA: Emergency Response Area
 - WPA: Wellhead Protection Area
 - Prone to Surface Karst Feature Development: Carbonate and Sandstone
 - Karst Feature: Sinkhole
 - 10ft Contours (LiDAR)

0 0.5 Miles

Source: Wabasha County, MnDNR, MnGeo, USFWS



February 2019

33B EAST VETERANS MEMORIAL HIGHWAY KASSON, MN 55944
320 WEST BROADWAY PLAINVIEW, MN 55964

MAILING ADDRESS: PO BOX 100 KASSON, MN 55944

507.634.4505 ■ WSE.ENGINEERING



January 22, 2021

City of Plainview
241 W Broadway
Plainview, MN 55964

To whom it may concern,

Please find the attached the preliminary plat and grading plan for Marshman Addition. This is a four lot residential subdivision of Lot 1 Block 1 of Harvest 8, located north of Broadway/ CSAH 8 and west of 8th St. NE. The development of approximately 1.18 acres includes new storm sewer connecting to City infrastructure, and sidewalk within the City Right of Way along Broadway and 8th St. Each proposed lot will connect to City utilities through existing services. Three units will have access from 8th St. NE, and one will have access from Broadway.

Parkland dedication is requested as fee in lie of land for this subdivision. At 8% of \$80,000, the parkland dedication comes to \$6,400.

Sincerely,

Les Conway, P.E.

320 West Broadway, Ste. 3
Plainview, MN 55964
507-405-0430

WSE Engineering Services, LTD
www.wse.engineering
With offices in Plainview, Rochester, and Kasson, MN

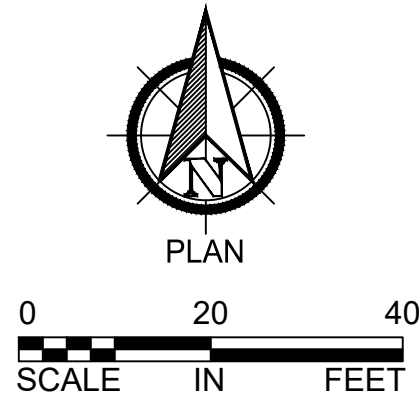
33 B Veterans Memorial Highway East
Mailing Address: PO BOX 100
Kasson, MN 55944
507-634-4505

047-203409CG01.dwg

1/21/2021 5:00:48 PM

LAND USE SUMMARY				
BLOCK 1 SITE INFORMATION:				
	HARDCOVER (SF)	PREVIOUS AREA (SF)	TOTAL AREA (SF)	PERCENT OF HARD COVER (SF)
LOT 4	3,627	10,322	13,949	26%
LOT 3	2,464	8,514	10,978	22%
LOT 2	2,468	9,713	12,181	20%
LOT 1	4,059	10,463	14,522	28%

BUILDING SETBACKS: R2 ZONING			
FRONT	SIDE	SIDE	REAR
25 FT	5 FT	5 FT	15 FT

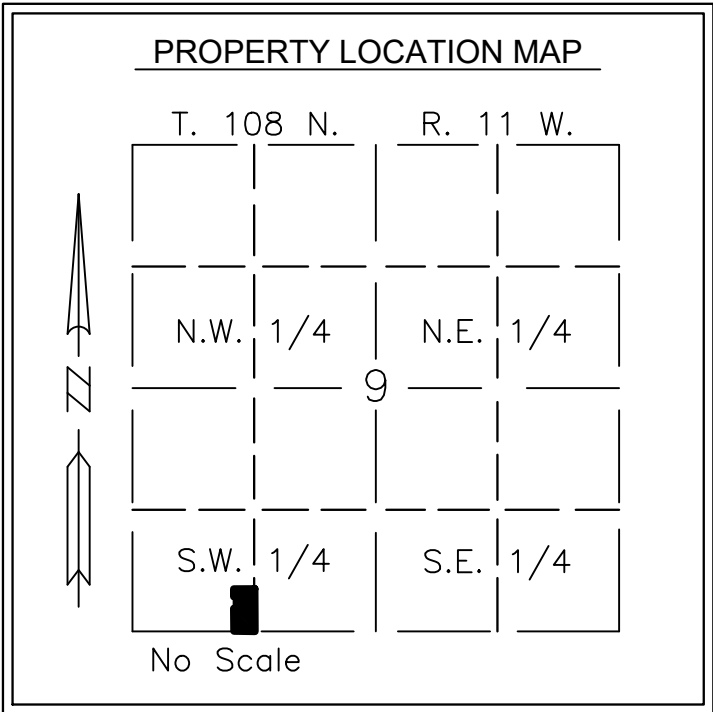


OWNER / DEVELOPER

MR. LUCAS MARSHMAN
BUILDING DESIGN SYSTEMS LLC
6240 COUNTY ROAD 10
PLAINVIEW, MN 55964
PHONE: 507-851-3600
EMAIL: LUCASMARSHMAN@GMAIL.COM

CIVIL ENGINEERS / SURVEYORS

WSE MASSEY ENGINEERING & SURVEYING, LTD
P.O. BOX 100
KASSON, MN 55944
PH. NO. 507-634-4505

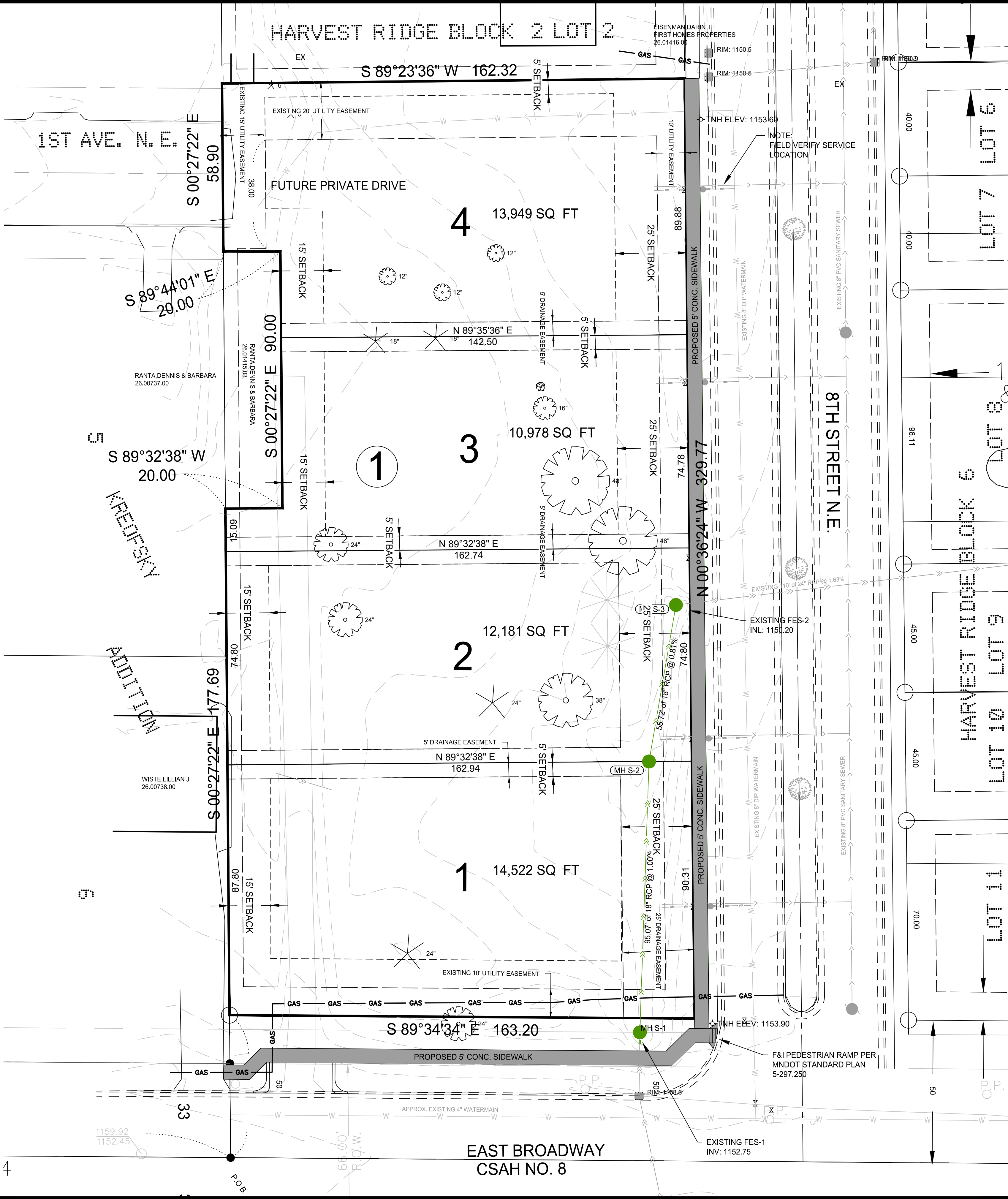


EXISTING UTILITY NOTES:

THE LOCATION OF UNDERGROUND AND OVERHEAD FACILITIES OR STRUCTURES AS SHOWN ON THE PLANS ARE BASED ON AVAILABLE RECORDS AT THE TIME THE PLANS WERE PREPARED AND ARE NOT GUARANTEED TO BE COMPLETE OR CORRECT. THERE MAY BE ADDITIONAL UNDERGROUND AND OVERHEAD UTILITIES NOT SHOWN ON THE PLAN THAT MAY REQUIRE RELOCATION OR REMOVAL. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO REQUEST A GOPHER STATE ONE CALL PRIOR TO THE START OF ANY CONSTRUCTION TO DETERMINE THE EXACT LOCATION OF ALL FACILITIES AND TO PROVIDE ADEQUATE PROTECTION OF SAID UTILITIES DURING THE COURSE OF WORK.

GENERAL NOTES:

- SANITARY SEWER & WATER SERVICES ARE EXISTING
- LOT 1 ENTRANCE OFF EAST BROADWAY IS EXISTING
- WATER MAIN ALIGNMENT IN UTILITY EASEMENT ALONG NORTH END REQUIRES VERIFICATION
- THIS PROPERTY IS CURRENTLY HARVEST RIDGE, OUTLOT A
- OUTLOT A TOTAL AREA = 1.19 ACRE
- VERIFY SANITARY SEWER INVERT FOR HOUSE STYLE IF INVERT ISN'T SUITABLE CHANGE HOUSE STYLE FROM FULL BASEMENT TO SLAB ON GRADE



PH. NO. 507-634-4505
PLANS@WSE.ENGINEERING
www.wse.engineering

KASSON OFFICE
P.O. BOX 100
33 B E VETERANS
MEMORIAL HIGHWAY
KASSON, MN 55944

PLAINVIEW OFFICE
320 WEST BROADWAY
SUITE 3
PLAINVIEW, MN 55964

I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

Les Conway
Les Conway
23292 01/06/2020
Number Date

REV.	DATE:	DESCRIPTION:

MARSHMAN ADDITION
PLAINVIEW, MINNESOTA
PRELIMINARY PLAT

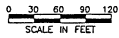
ISSUED FOR CONSTRUCTION ONLY WITH APPROVED CITY SIGNATURE

SCALE:	AS SHOWN
DATE:	01/21/2021
DRAWN BY:	TAC
JOB NUMBER:	047-203409
DWG. FILE:	047-203409CG01.dwg

Sheet 1 of 1

"OFFICIAL PLAT"

HARVEST RIDGE SUBDIVISION



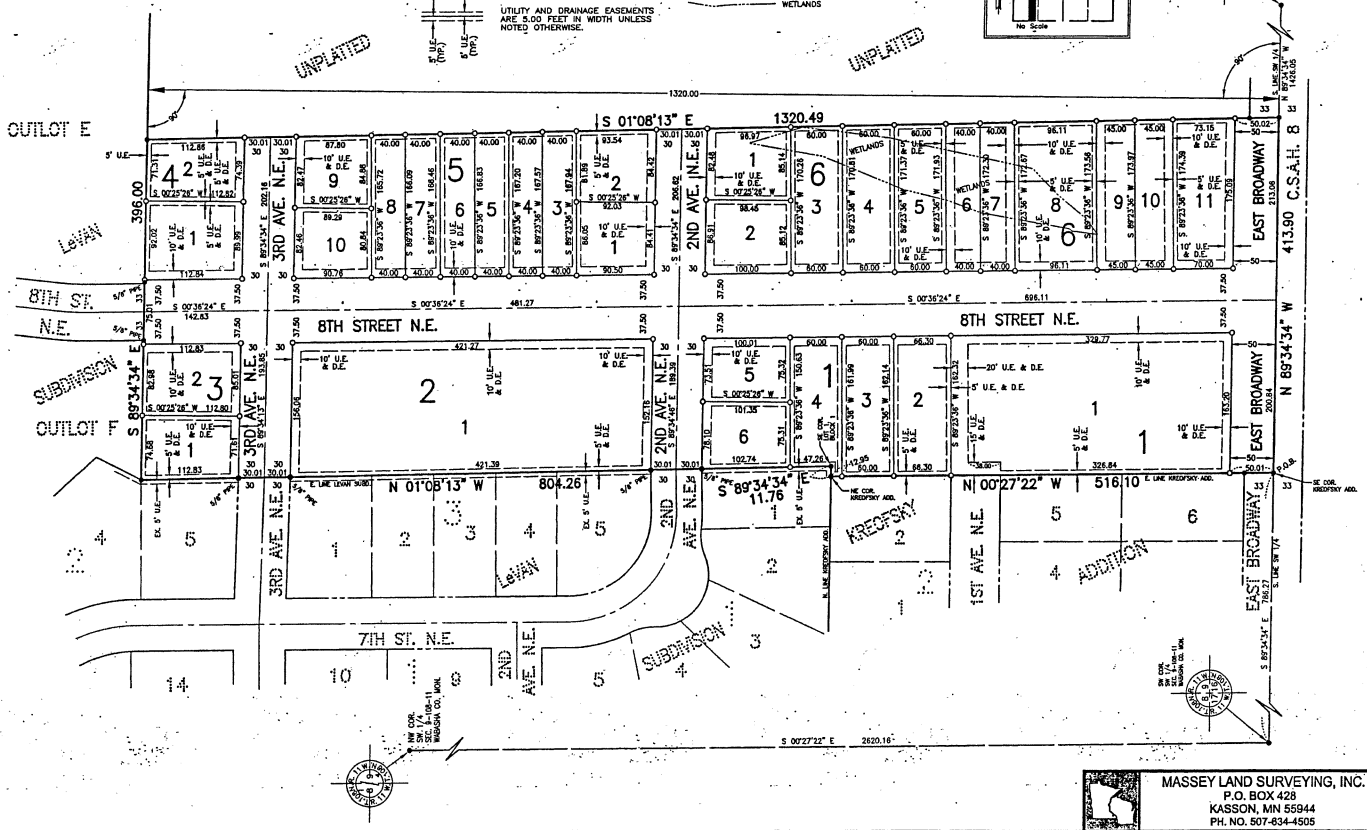
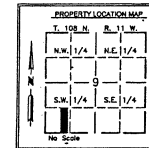
BASIS OF BEARINGS
All Bearings are in relationship with the
Robash County Coordinate System NAD 83,
Adjusted 1985.

- MONUMENTS**
○ SET (3/8" PIPE UNLESS NOTED OTHERWISE)
● FOUND MONUMENTS (1/2" PIPE UNLESS NOTED OTHERWISE)
All monuments set have a plastic cap stamped L.S. 41814.

UTILITY EASEMENT DEFINED
An unobstructed easement for the construction and maintenance of all necessary overhead, underground and surface public utilities, including rights to conduct drainage and trimming on said easement.
U.E. = UTILITY EASEMENT

UTILITY AND DRAINAGE EASEMENTS ARE 5.00 FEET IN WIDTH UNLESS NOTED OTHERWISE.

DRAINAGE EASEMENT DEFINED
An unobstructed easement for the construction and maintenance of underground and surface drainage facilities and utility easement.
D.E. = DRAINAGE EASEMENT



HARVEST RIDGE SUBDIVISION

MASSEY LAND SURVEYING, INC.
P.O. BOX 428
KASSON, MN 55944
PH. NO. 507-634-4505

SHEET NO. 2 OF 2

CITY OF PLAINVIEW PLANNING COMMISSION
February 2, 2021
Meeting Minutes

The February 2, 2021 meeting for the City of Plainview Planning Commission was called to order at 7:01 p.m. by Tom Wiener.

Members present: Tom Wiener, Adam Daschner, Ben Jacobs, Ann Liebenow-Anttila, and Jim Walkes.

Members absent: Roger Durgin.

Staff members present: City Administrator David Todd, City Clerk Carol Kujath, Deputy Clerk Kayla Hall, and Public Works Director Shane Loftus.

Guest in attendance: Les Conway with WSE/Massey, Lucas Marshman, Brian Malm and Harry Davis with Bolton & Menk, Barb Ranta, and Chad Gelner.

Motion by Ben Jacobs, second by Jim Walkes to approve the agenda. Motion carried. The December 15, 2020 minutes were approved without any corrections or amendments.

Marshman Addition -Preliminary Plat:

Commission Chairman, Tom Wiener opened the public hearing at 7:03 p.m. to hear testimony regarding the proposed Preliminary Plat for the Marshman Addition located at the Northwest corner of 8th St NE and East Broadway/CSAH8.

-Barb Ranta – 655 1st Ave NE – Concerned about what type of houses. Did not want apartments put in these lots. Asked about an alley between current and new housing.

-Les Conway – WSE/Massey – Single family homes, and there is not a plan for an alley.

-Les Conway – WSE/Massey – For the corner lot, setbacks will depend on which way the house will be facing. If the front of the house faces Co. 8 it will align with existing houses on Co. 8, and if the front of the house faces 8th street the front of the house will align with existing houses on 8th street. Plat will show both side yard and front yard setbacks.

Ann Liebenow – Questioned the wording on MnDOT standards, and future maintenance, including snow removal, replacement, or improvements of sidewalk within the right-of-way of County 8 would be the sole responsibility of the City.

Brian Malm – Bolton & Menk – The citizens will be responsible for snow removal on sidewalks.

Harry Davis – Discussed the City Code and setback for corner lots.

Les Conway – WSE/Massey – Discussed the county right-of-way, and the county setbacks.

Motion by Jacobs, second by Walkes to close the public hearing. Motion carried. Public hearing closed at 7:09 p.m.

Motion by Ann Liebenow, second by Jim Walkes to forward the Preliminary Plat for the Marshman Addition to the City Council recommending approval, subject to conditions and contingencies in the permit, and based on the findings therein.

The conditions are as follows:

1. A recommendation that the proposed preliminary plat does not conflict with any conditions listed in Section 620.4 of the Plainview City Code, and thus approval of the preliminary plat is appropriate. *Staff recommends in favor of this recommendation.*

2. A recommendation addressing the County Engineer's comments and that the City will accept responsibility for future maintenance or replacement of storm sewer beyond the extents of the existing culverts maintained by the County, as well as future maintenance (including snow removal), replacement, or improvements of sidewalk (additional to existing) within the right-of-way of County Road 8 (East Broadway). *Staff recommends in favor of this recommendation.*

3. Prior to City Council review:

a. The applicant shall show the correct setbacks on the preliminary plat.

b. The applicant shall revise the proposed drainage design to meet City and County requirements for storm sewer and revise the proposed grading plan accordingly.

c. The applicant shall revise the plan to include the installation of sump pump services to each lot in accordance with City standards.

d. The applicant shall comply with County requirements related to sidewalk and pedestrian ramp design for the sidewalk within the County Road 8 (East Broadway) right-of-way.

4. A Development Agreement to install the required infrastructure improvements necessary to support development on lots within the proposed subdivision will be required as a condition of Final Plat approval in accordance with City Code.

5. The parkland dedication cash in lieu of land amount proposed by the developer or applicant shall be verified, adjusted if required, and finalized as a part of the development agreement.

6. Easements included on the final plat shall conform with those shown on the preliminary plat, as well as any adjustments or additions determined to be needed by the City during preparation and review of final plans and specifications for the proposed subdivision improvements.

7. Any parkland dedication or cash in-lieu of land amount shown on the preliminary plat and proposed by the developer or applicant shall be verified, adjusted if required, and finalized as a part of the development agreement.

8. All other comments or conditions from city departments, franchise service and utility providers, or other authorities with jurisdiction over this development shall apply to this development.

9. Unless earlier rescinded by the City Council, approval of a preliminary plat is limited to a period of one year, after which time the applicant is required to resubmit a preliminary plat. Upon application filed with the City Clerk, the City Council may continue the approval for an additional period of time. The application shall be filed at least 20 days prior to expiration of the approval of the preliminary plat. In the event the developer does not submit a final plat for approval within this time limits listed herein, the preliminary plat approval in this resolution shall expire.

Roll Call Vote:

Aye: Daschner, Walkes, Jacobs, Liebenow-Anttila

Nay: None

Recuse: Wiener

Absent: Durgin

Motion carried.

Open Discussion:

-Weiner – Would like to have regular monthly Planning and Zoning meetings.

-Walkes – Agreed with the monthly meetings, and if there is nothing on the agenda, can cancel the meeting for the month.

Planning & Zoning Terms:

Clerk Kujath explained commission terms for Tom Weiner and Jim Walkes expired 12/31/2020. Both agreed to remain on the Planning & Zoning Commission for another 3-year term.

Motion made by Jacobs, second by Walkes to adjourn.

Motion carried unanimously. 7:17 p.m.

Planning & Zoning Commissioner

City Clerk

Date

RESOLUTION NO. 2021-03

A RESOLUTION APPROVING A PRELIMINARY PLAT TO BE KNOWN AS MARSHMAN ADDITION

Motion By: _____ Second By: _____

WHEREAS, The Plainview Planning Commission conducted a public hearing on February 2nd, 2021, to consider a request from WSE/Massey Engineering & Surveying (the “Developer”), on behalf of the owners, to approve a Preliminary Plat for the following property:

Outlot A, Harvest Ridge Addition, according to the plat thereof on file at the County Recorder's office, Wabasha County, Minnesota.

EXCEPTING: Commencing at the northeast corner Lot Five (5), Block One (1), Kreofsky's Addition to the City of Plainview which is the place of beginning of the land to be herein described; thence East along the North line of said Lot Five (5) if the line was extended East, a distance of twenty (20) feet; thence South parallel to the East line of said Lot Five (5) a distance of ninety feet; thence West at a right angle of 90 degrees a distance of twenty (20 feet, more or less, to the East line of said Lot Five (5); thence North along the East line of said Lot Five (5) ninety (90) feet to the place of beginning.

PID: 26.01415.00; and

WHEREAS, Notice of the public hearing on said Preliminary Plat was duly published and mailed in accordance with Chapter 600 of Plainview City Code; and

WHEREAS, The Planning Commission heard all persons interested in the Preliminary Plat at the public hearing, and the Commission recommended the plat for approval to the City Council subject to certain conditions; and

WHEREAS, The City Council finds that the proposed Preliminary Plat for Marshman Addition meets the requirements of Chapter 600 of the Plainview City Code; and

WHEREAS, The proposed development does not conflict with any conditions listed in Section 620.4 of the Plainview City Code, and thus approval of the preliminary plat is appropriate.

NOW THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF PLAINVIEW, MINNESOTA as follows:

1. The recitals set forth above are incorporated herein.
2. The City Council approves the Preliminary Plat for Marshman Addition subject to the following conditions:
 - a. A determination that the proposed preliminary plat does not conflict with any conditions listed in Section 620.4 of the Plainview City Code, and thus approval of the preliminary plat is appropriate.

- b. A determination addressing the County Engineer's comments and that the City will accept responsibility for future maintenance or replacement of storm sewer beyond the extents of the existing culverts maintained by the County, as well as future maintenance (including snow removal), replacement, or improvements of sidewalk (additional to existing) within the right-of-way of County Road 8 (East Broadway).
 - c. The applicant shall address and satisfy the following conditions prior to final plat:
 - i) The applicant shall show the correct setbacks on the preliminary plat;
 - ii) The applicant shall revise the proposed drainage design to meet City and County requirements for storm sewer and revise the proposed grading plan accordingly.
 - iii) The applicant shall revise the plan to include the installation of sump pump services to each lot in accordance with City standards.
 - iv) The applicant shall comply with County requirements related to sidewalk and pedestrian ramp design for the sidewalk within the County Road 8 (East Broadway) right-of-way.
 - d. A Development Agreement to install the required infrastructure improvements necessary to support development on lots within the proposed subdivision will be required as a condition of Final Plat approval in accordance with City Code.
 - e. Easements included on the final plat shall conform with those shown on the preliminary plat, as well as any adjustments or additions determined to be needed by the City during preparation and review of final plans and specifications for the proposed subdivision improvements.
 - f. Any parkland dedication or cash in-lieu of land amount shown on the preliminary plat and proposed by the developer or applicant shall be verified, adjusted if required, and finalized as a part of the development agreement.
 - g. All other comments or conditions from city departments, franchise service and utility providers, or other authorities with jurisdiction over this development shall apply to this development.
3. In the event the developer does not submit a final plat for approval within this time limits listed herein, the preliminary plat approval in this resolution shall expire.
4. The applicant shall submit an application for Final Plat within twelve (12) months after approval of this Preliminary Plat, after which time the applicant is required to resubmit a preliminary plat. Upon application filed with the City Clerk, the City Council may continue the approval for an additional period of time. The application shall be filed at least 20 days prior to expiration of the approval of the preliminary plat.

PASSED AND ADOPTED THIS 9th DAY OF February 2021.

ATTEST:

Mayor

City Administrator

PLAINVIEW

CITY COUNCIL ACTION



Executive Summary

City Council Regular Meeting: February 9, 2020

AGENDA ITEM: Lot Split Application	AGENDA SECTION: New Business
PREPARED BY: David Todd, City Administrator	AGENDA NO. 8.B.
ATTACHMENTS: Lot Split Application. Certificate of Survey. Color Map.	APPROVED BY: DT
RECOMMENDED ACTION: Motion to approve the simple lot split application allowing Kenny Sylvester to split his single lot, located at 210 Second Ave NE (PID#R26.00688.00), thereby creating an additional buildable lot (see attached map and survey).	

SUMMARY

Kenny Sylvester, dba Kenny Sylvester Construction, LLC. has applied for a simple lot split for his property located at 210 Second Ave NE. The lot split seeks to bisect his single lot in order to accommodate for an additional buildable lot. The split will meet all setback requirements within the R-1 Zoning District as depicted on the map and survey. The result of this lot split will have no negative impacts on the surrounding development and will satisfy all elements of the City's Comprehensive Plan. Mr. Sylvester will be required to record this transaction with Wabasha County once the application is approved. Staff has no objection to this request/application for a simple lot split and the required fee has been paid.

Respectfully,

David Todd
City Administrator

CITY OF PLAINVIEW, MN
CITY COUNCIL RESOLUTION 2021-04

A RESOLUTION BY THE MAYOR AND CITY COUNCIL OF THE CITY OF PLAINVIEW,
MINNESOTA APPROVING A LOT SPLIT OF LOT ONE (1), BLOCK TEN (10),
POSZ'S SUBDIVISION

WHEREAS, Kenny Sylvester Construction ("the Owner") is the fee owners of Lot One (1), Block Ten (10) (hereinafter "Parcel 1") which is located in Posz's Subdivision in the City of Plainview, Wabasha County, Minnesota; and

WHEREAS Parcel 1 bears a Parcel ID # of R26.00688.00; and

WHEREAS, The Owner desires to split the lot, thereby creating an additional buildable lot as described on the survey prepared by Johnson and Scofield Land Surveying, to Kenny Sylvester—dba Kenny Sylvester Construction, LLC—PID# R26.00688.00, which is attached hereto and incorporated herein by reference as Exhibit A; and

WHEREAS, The Owner has submitted an application pursuant to Plainview City Code Section 609.20 requesting that Lot One (1), Block Ten (10), Posz's Subdivision be split as shown in Exhibit A, and said application is attached hereto and incorporated herein by reference as Exhibit B; and

WHEREAS the application submitted by the Owner contains the information required by Plainview City Code Section 609.20; and

WHEREAS, City Staff has reviewed the submitted application and has determined that the proposed lot split meets the requirements of the Land Management Ordinance of the City of Plainview; that the lot split, if approved, will have no adverse effects on adjoining property; and that the lot split will not result in a lot or portion of a lot which lacks access to a public street or roadway; and

WHEREAS, City Staff recommends approval of the application; and

WHEREAS the City Council reviewed the requested lot split and City Staff recommendation at its meeting on February 9, 2021; and

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF PLAINVIEW, MINNESOTA THAT:

1. The proposed lot split contained in the application in Exhibit B and depicted on the survey in Exhibit A is hereby approved.

2. The City Clerk is directed to notify the applicants, in writing, of the Council's action pursuant to Plainview Code Section 609.20.
3. Pursuant to Plainview Code Section 609.20, the applicants are directed to record this document at the Wabasha County Recorder's Office, pay for the cost of the recording this document, and provided proof of the recording to the City Clerk.
4. In the event the applicants do not record this document as required by Paragraph 3 above within 90 days of the issuance of this Plainview City Council Resolution 2021-04, this Resolution shall be null and void.

Passed by the City Council of the City of Plainview, Minnesota this 9th day of February 2021.

ATTEST:

Carol Kujath/City Clerk

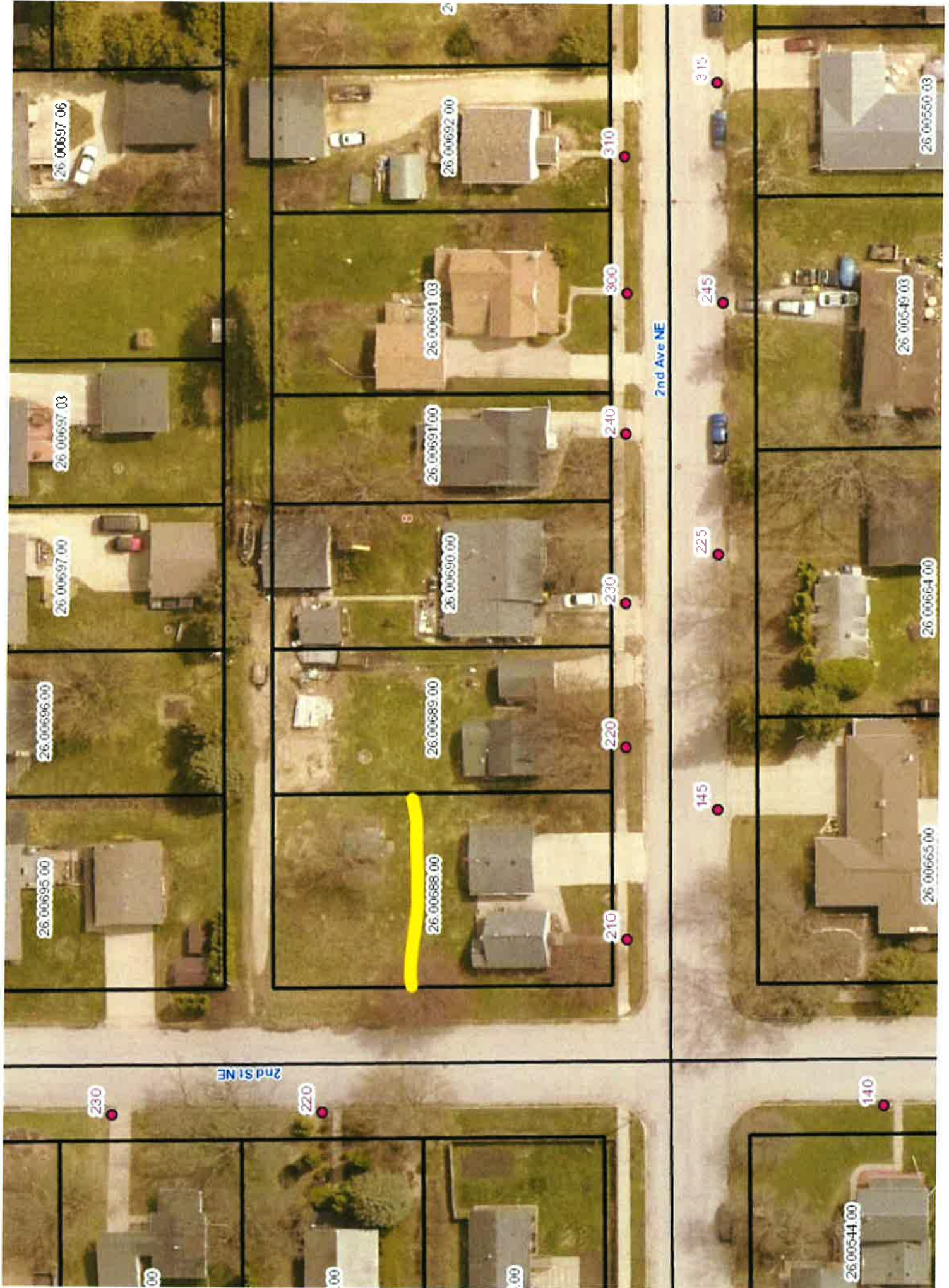
Aaron Luckstein/Mayor

VOTE: DASCHNER ____ REEVE ____ HAMMER-BARTLEY ____ JACOBS ____
LUCKSTEIN ____

EXHIBIT A

SURVEY

EXHIBIT B
APPLICATION



Beacon™ Wabasha County, MN

Summary

Parcel ID R26.00688.00
Property Address 210 2ND AVE NE
 PLAINVIEW
Sec/Twp/Rng 08-108-011
Brief Tax Description Sect-08 Twp-108 Range-011 POSZ'S ADDITION Lot-001 Block-010
 (Note: Not to be used on legal documents)
Deeded Acres 0.00
Class 201 - (NON-HSTD) RESIDENTIAL
District (2603) PLAIN C-SCH-2899
School District 2899
Neighborhood 2636 - PV NORTHEAST
Contact Appraiser: [Missy Hoffman](#)



Owner

Primary Taxpayer
[Kenny Sylvester Construction](#)
 25106 530th St
 Plainview, MN 55964

Valuation

	2020 Assessment	2019 Assessment	2018 Assessment	2017 Assessment	2016 Assessment
+ Estimated Building Value	\$80,000	\$74,000	\$69,800	\$60,700	\$61,000
+ Estimated Land Value	\$28,000	\$22,000	\$22,000	\$18,300	\$18,300
+ Estimated Machinery Value	\$0	\$0	\$0	\$0	\$0
= Estimated Market Value	\$108,000	\$96,000	\$91,800	\$79,000	\$79,300

Taxation

	2021 Proposed	2020 Payable	2019 Payable	2018 Payable	2017 Payable
Estimated Market Value	\$108,000	\$96,000	\$91,800	\$79,000	\$79,300
- Excluded Value	\$0	\$0	\$0	\$0	\$0
- Homestead Exclusion	\$0	(\$28,600)	(\$29,000)	(\$30,100)	(\$30,100)
= Taxable Market Value	\$108,000	\$67,400	\$62,800	\$48,900	\$49,200
Net Taxes Due	\$1,846.00	\$1,224.00	\$1,214.00	\$912.00	\$924.00
+ Special Assessments	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
= Total Taxes Due	\$1,846.00	\$1,224.00	\$1,214.00	\$912.00	\$924.00

2021 Taxes are proposed and could change prior to certification in late March 2021.
 See "Taxes Unpaid" below for total amount due at this time.

Taxes Unpaid

Nothing to pay at this time. If you would like to pre-pay your taxes, please contact the Auditor/Treasurer office at (651) 565-2648..

Current Tax Statement

[2020 Tax Statement \(PDF\)](#)

Photos

CITY OF PLAINVIEW LOT SPLIT APPLICATION

1. Owner(s) Information

First Owner Name <u>Kenny Sylvester Post</u>	Address	Daytime Phone Number <u>259-9100</u>
Second Owner Name <u>Kenny Sylvester Post</u>	Address	Daytime Phone Number

2. First Property Legal Description (Lot and Block or Metes and Bounds)

Block: 10 Lot: 4 Addition: POSZS
Metes and Bounds (if necessary)

Property ID Number R. 26. 00688. 00

Second Property Legal Description (Lot and Block or Metes and Bounds)

Block: _____ Lot: 4 Addition: _____
Metes and Bounds (if necessary)

SEE EXHIBIT

Property ID Number

3. Lot Split Description (Why Lot Split Is Warranted)

SEE EXHIBIT MBETS ALL SETBACKS

4. Application Information

1) An owner desiring a lot split shall also submit either a certificate of survey prepared by a registered land surveyor, a plat drawing prepared by a person who prepares plat drawings for attorneys handling real estate closings, or a plat drawing prepared by the owner indicating the specific physical location of lot markers or lot lines.

2) Upon receipt, the completed application and survey/plat drawing shall be submitted to the City Council for review. In deciding whether to approve the request, the City Council shall consider, among other things, the reason for the request, whether the lot after the split would comply with all the requirements of the Land Management Ordinance concerning minimum size, setbacks etc. and the effect which the lot split if approved might have on the rights of adjoining property owners. In order to be approved, the lot split must not result in a lot or portion of a lot which lacks access to a public street or roadway.

3) The owner shall also submit an application fee to be established by resolution of the City Council \$200.00

4) If approved, the City Administrator shall issue notice of approval in writing to the property owner. *The property owner shall be required to record this approval with the Wabasha County Recorder and bear any costs associated with doing so.* If denied, the owner shall have the right to a public hearing before the City Council in conformance with the variance appeal procedure set forth in Article XX, Section 1.3.

5. Signatures and Approval Dates

I, the applicant, acknowledge and affirm that the above information is accurate and shall be used shall comply with the plans and specifications here with submitted and with all the ordinances of the City of Plainview.

Applicant Signature and Date

Kenny Sylvester

1/21/21

Second Applicant Signature and Date (if necessary)

Date Approved by City Council

Date Recorded at County

Note: Ensure that survey or drawing is attached.

27-Mar-02

PLAINVIEW

CITY COUNCIL ACTION



Executive Summary

City Council Regular Meeting: February 9, 2020

AGENDA ITEM: PEM School Graduation Banners	AGENDA SECTION: New Business
PREPARED BY: David Todd, City Administrator	AGENDA NO. 8.C.
ATTACHMENTS: None	APPROVED BY: DT
RECOMMENDED ACTION: Motion to approve the use of City light poles and resources to erect and take down the PEM School Graduation Banners for the Class of 2021	

SUMMARY

The City is in receipt of a request from Plainview-Elgin-Millville School District for the use of City infrastructure (light poles) along Broadway to hang personalized banners for the graduating class of 2021. There was a similar request last year as well and it was well received. The history of this event was borne out of the COVID-19 pandemic insomuch as traditional graduation ceremonies were deemed as a prohibited event by the Governor due to the concern of a super spreader event.

The event is not without cost to the City and others. It is my understanding that the banners will be purchased by the parent of the student who is graduating. The in-kind cost to the City for this event includes hardware for the light poles, use of City vehicles, staff time (plus benefits calculated in) to install and remove the banners that equals approximately \$3,104.00.

In my view, the cost to the City is negligible compared to the support shown to the community. Certainly, the Council should have a discussion regarding this request and the future of this event beyond 2021 in the waning months of the pandemic.

Respectfully,

David Todd, City Administrator

PLAINVIEW

CITY COUNCIL ACTION



Executive Summary

City Council Regular Meeting: February 9th, 2021

AGENDA ITEM: Parks and Trails Commission Appointment	AGENDA SECTION: New Business
PREPARED BY: Shane Loftus Public Works Director	AGENDA NO. 8.D.
ATTACHMENTS:	APPROVED BY:
RECOMMENDED ACTION: Motion to discuss and appoint John Curtiss to the Parks and Trails Commission.	

SUMMARY

We had two great applicants to file for the Park and Trails Commission, unfortunately we only had one position available.

With approval from the council, the Park and Trails Commission made a recommendation to appoint John Curtiss.

John is the Pastor of the Community Church. He has been on committees in the past both as a leader and a member. He also has experience in writing grants, fund raising, and huge involvement in the community. The committee feels he will be a great addition to the board.

This would be a 3 year appointment, putting John on the board until 2024.

Respectfully Submitted
Shane Loftus
Public Works Director

PLAINVIEW

CITY COUNCIL ACTION



Executive Summary

City Council Regular Meeting: February 9th, 2021

AGENDA ITEM: Flower Baskets	AGENDA SECTION: New Business
PREPARED BY: Shane Loftus Public Works Director	AGENDA NO. 8.E.
ATTACHMENTS:	APPROVED BY:
RECOMMENDED ACTION: Motion to discuss and approve flower baskets.	

SUMMARY

Last year it was the first year we hung baskets on the new light poles. It was decided that we would only hang baskets on one side. The new poles come with the option to place baskets on two sides. We also place three baskets on the 3rd St SW light poles. We currently have 43 new poles on Main Street (excluding the two at 42 and 247) and three on third. It is \$35 per basket.

Single side 46 x \$35 = \$1,610.00
Double sided 89 x \$35 = \$3,115.00

With added flowers there will be added cost. There will be more water time and added cost for fertilizer.

Respectfully Submitted,
Shane Loftus
Public Works Director

PLAINVIEW

CITY COUNCIL ACTION



Executive Summary

City Council Meeting: February 9, 2021

AGENDA ITEM: 2021 Pool Wages	AGENDA SECTION: New Business
PREPARED BY: Vicki Axley, Finance Director	AGENDA NO. 8.F.
ATTACHMENTS:	APPROVED BY: DT
RECOMMENDED ACTION: Motion to approve the salary for Michelle Olig, Pool Manager, for the 2021 pool season at \$7,333 for the season, plus \$16.77 per hour for training hours. Motion to approve the 2021 wage scale for seasonal pool employees as listed below.	

SUMMARY

Michelle Olig is a seasonal employee who manages the swimming pool each year. She typically works from January-August of each year. We are requesting her salary be set at \$7,333 for the 2021 season plus \$16.77 per hour for training hours. This salary reflects a 3% increase, which is the same increase approved all for other employees for 2021. Michelle is a long-time employee who devotes a lot of time to managing the pool for us.

The process of planning for the season and hiring pool staff starts in January of each year. Once that process is complete and all staff is hired, the employee list will be brought to council for approval. In the meantime, we need to set the wage scale for seasonal pool employees for 2021. This wage scale reflects the 3% increase that other employees received for 2021. By approving this increase, we ensure that we are meeting the state's minimum wage requirement for 2021 which is currently \$10.08 an hour for large employers. Large employers are defined as employers whose gross revenues are more than \$500,000 in the previous year.

Position:

- Lifeguard - \$10.40
- WSI Guard - \$11.47
- Headguard - \$12.55
- Desk Attendant - \$10.40
- Instructor/Water Aerobics Sub - \$11.47
- Water Aerobics Instructor - \$12.58
- Pool Manager - \$7,333 for the season, plus \$16.77 an hour for training.

AGENDA ITEM: Small Town Grant 2.0 Funds	AGENDA SECTION: New Business
PREPARED BY: Judith Jordan, EDA Director	AGENDA NO. 8.G.
ATTACHMENTS:	APPROVED BY:
RECOMMENDED ACTION: The Plainview EDA is requesting that the City of Plainview support by resolution or Council vote a Main Street Entrepreneurial Project that will use the \$11,800 balance of Small Town Grant funding provided by the Southern Minnesota Initiative Foundation to the Plainview EDA in 2018. The retooled project will be outcomes-based training for Plainview's retail/service businesses.	

EXECUTIVE SUMMARY: The Southern Minnesota Initiative Foundation (SMIF) will allow the Plainview EDA to retool its 2018 Small Town Grant project and use the remaining balance on a new economic development project to be completed as soon as possible in 2021.

SMIF awarded the EDA a \$10,000 Small Town Grant in 2018. Local organizations provided \$5,750 in matching funds. The grant was structured as a collaborative effort between the EDA, which was the applicant organization and grant recipient, and City of Plainview. Former City Administrator Clarissa Hadler supervised staff and grant activities.

The 2018 grant objectives were threefold: 1) to bring all community organizations into regular monthly meetings to share information; 2) to create an easily accessible communication tool as a single source of community information; and 3) to survey organizations to identify unmet needs and duplicative services.

Unfortunately, the Outreach Coordinator hired to facilitate meetings and collection information was unable to complete grant activities. He left the project in August 2019. Efforts to continue with the project stalled because of City personnel issues which culminated in the departure of Ms. Hadler from Plainview in January 2020.

Total project budget for the "OneMeeting" Small Town Grant was \$15,750. A total of \$3,950 was spent primarily on Outreach Coordinator staffing. A balance of \$11,800 remains available to the EDA contingent on SMIF approving a revised project.

SMIF Economic Development and Grants staff have recommended that Plainview use the "Strategic Doing" training module as a springboard to action on a high priority economic development need. They have also indicated that funds may be used to provide ongoing support after the training.

PROPOSAL: The EDA proposes to engage Jennifer Hawkins, University of Minnesota educator on the Community Vitality Team,* to provide Strategic Doing training to seven to twelve Plainview business women. This training is delivered in three to four hours. At the conclusion of training, the group will have framed its question or objective and developed an action plan. Areas that may be selected include marketing, business fundamentals, tourism investments, and unique issues related to the COVID pandemic.

This training is relevant to Plainview's local economy because the majority of new businesses owners on Plainview's Main Street over the last ten years are women. The majority of staff and owners of existing businesses are women. And the fastest growing sector drawing new customers to Plainview are the home-based businesses, occasional shops and new craft/home décor bazaar that open the third weekend of each month.

Attachment - Anticipated 12-Month Project Budget

Please read 2nd tab below labeled "Budget Line Item Explanations" before completing this form

Applicant Organization/Fiscal Agent:	Plainview Economic Development Authority
Federal ID #:	27-3153636
Project Title:	"One Meeting": Collaborative Planning Team
Amount Requested from SMIF:	\$9,000

Gray fields fill in automatically

Round to nearest dollar

PROJECT REVENUE:	Applicant Match			Total Revenue
	Project Cash In-Hand	Project Cash Pending	Project Non-Cash Support*	
Applicant Organization		1,250		1,250
Nonprofit Organizations (other than SMIF)		500		500
Government Units/Agencies (local, state, federal)		2,500	1,524	4,024
Public Institutions (higher education, school districts, libraries, etc)				-
Corporations/Businesses				-
Clubs/Associations				-
Individuals				-
Participant Tuition/Fees/Memberships <i>(cannot be used towards cash match)</i>				-
Other Sources (describe below):				-
				-
				-
				-
				-
Total Applicant Project Revenue	\$ -	\$ 4,250	\$ 1,524	\$ 5,774
Southern Minnesota Initiative Foundation Grant Request				10,000
Total Project Revenue				15,774

**Project Non-Cash Support is defined as goods or services (other than cash) that are invested in a project (such as a volunteer's time; or project space, equipment, materials, supplies, etc.).*

PROJECT EXPENSES:	Applicant Match			Budget Total
	Project Cash Expenses	Project Non-Cash Expenses	SMIF Funds	
Salaries and Wages/Benefits				-
Consultant Fees/Contract Fees	3,150		10,000	13,150
Travel				-
Rent/Lease/Utilities		984		984
Communcations (postage, printing, telephone)	300	540		840
Equipment				-

Supplies	400			400
Technology				-
Marketing/Promotion/Publicity				-
Scholarships/Participant Fees				-
Participant Meals/Transportation/Childcare	400			400
Other Expenses (describe below):				-
				-
				-
				-
				-
Total Project Expenses	\$ 4,250	\$ 1,524	\$ 10,000	\$ 15,774

Budget Check Figures:	Must all equal OK
Maximum SMIF Request: \$10,000 <i>Small Town Grant requests can be up to, but not exceeding \$10,000</i>	OK
Applicant cash revenue equals applicant cash expenses <i>Must show how all project income will be spent and how all project expenses will be paid for</i>	OK
Applicant non-cash revenue equals applicant non-cash expenses <i>Must show value and source of non-cash support and break it down by category under expenses</i>	OK
SMIF Grant Request equals SMIF Funds expenses <i>Small Town Grant Request must equal Project Expenses: SMIF Funds total</i>	OK
Project expenses equal project revenue <i>Total Project Revenue should equal Total Project Expenses. If not please make sure project budget shows how all income will be spent and how all expenses will be paid for</i>	OK

If you have any questions or the budget does not balance, please contact Jennifer

Project Revenue:	All anticipated funds that will be received by your organization that will be spent on this project, including non-cash support
Project Cash In-Hand	Cash your organization has already received specifically for this project; can include salaries paid by your organization for time an employee is working on this specific project
Project Cash Pending	Cash that has been pledged to your organization specifically for this project, such as pledges and pending grant funds from other sources
Project Non-Cash Support	A non-cash input which can be given cash value. Some examples of non-cash support: 1. A local community "loans" a school or a church to a literacy program for classroom space 2. A government agency donates some paper to print books 3. A consultant donates his time to your program 4. A bus company donates the use of its busses at no cost or at a cost below market
Project Expenses:	All anticipated funds that will be spent by your organization within on this project, including non-cash expenses
Salaries and Wages/Benefits	Salaries, wages and benefits that are directly applicable to the proposed project
Consultant Fees/Contract Fees	
Travel	Project related travel costs (number of expected miles x current federal reimbursement rate)
Rent/Lease/Utilities	
Communcations (postage, printing, telephone)	
Equipment	
Supplies	
Technology	
Marketing/Promotion/Publicity	
Other Expenses (please describe):	Enter and provide description of any other expenses that do not fit into a line item above

PLAINVIEW

CITY COUNCIL ACTION



Executive Summary

City Council Regular Meeting: February 9th, 2021

AGENDA ITEM: Planning & Zoning Appointments	AGENDA SECTION: New Business
PREPARED BY: Carol Kujath, City Clerk	AGENDA NO. 8.H.
ATTACHMENTS:	APPROVED BY:
RECOMMENDED ACTION: Motion to reappoint Tom Weiner and Jim Walkes to the Planning and Zoning Commission for a term ending December 31, 2023.	

SUMMARY

The Planning Commission serves as the Board of Adjustments and Appeals and has such powers as assigned to it in Minnesota Statute and the Plainview City Code.

Tom Weiner and Jim Walkes terms expired on 12/31/2020.

Weiner and Walkes agreed to be on the Planning Commission for another term.

PLAINVIEW

CITY COUNCIL ACTION



Executive Summary

City Council Regular Meeting: February 9, 2021

AGENDA ITEM:	Local Road Improvement Grant Program	AGENDA SECTION:	New Business
PREPARED BY:	David Todd, City Administrator	AGENDA NO.	8.I.
ATTACHMENTS:	Resolution 2021-05 for 2 nd Ave NW Resolution 2021-06 for 2 nd Ave SW LRIP project & Maps depicting project locations	APPROVED BY:	DT
RECOMMENDED ACTION: Motion to approve resolution(s) 2021-05 and 2021-06 naming the street projects to be pursued by the Local Road Improvement Project Grant			

SUMMARY:

At the January 12th, 2021 City Council meeting, Council and staff were informed of a grant opportunity from Bolton and Menk. The program, called the Local Road Improvement Program, allocates money from the State of Minnesota for local government road improvements in the form of grants. Bolton and Menk has summarized this project for the council in their staff report excerpt below. Staff is seeking council approval to allow Bolton and Menk to apply for and administer the grant on behalf of the City. They have also identified two road projects that would benefit from the grant monies, if awarded. This is a bit time sensitive as the deadline for the grant application is early March, 2021.

Local Road Improvement Program (LRIP) Grant Application

As discussed in our January report, we recommend that the City submit applications for funding for the Local Road Improvement Program (LRIP) for two projects: 2nd Avenue NW from TH 42 to CR 8 (10th Street NW), and 2nd Avenue SW from TH 42 to CR 8 (9th Street SW). Applications are due on March 3, 2021. Like the recent TAP project, the City's application would need to be sponsored by Wabasha County. Resolutions from the City Council and the County Board would be required. If Council wishes to pursue one or both applications, the resolutions included in the Council packet will need to be approved. We will also send resolutions to the County Engineer for consideration by the County Board.



Real People. Real Solutions.

2900 43rd Street NW
Suite 100
Rochester, MN 55901

Ph: (507) 208-4332
Fax: (507) 208-4155
Bolton-Menk.com

MEMORANDUM

Date: February 4, 2021
To: David Todd, City Administrator
From: Brian Malm, P.E., City Engineer
Subject: Current Projects Update
City of Plainview
Project No.: 0H1.123353

2020 Improvement Project

Work will resume on this project in the spring.

Orchard Hills 7th Subdivision

The re-zoning request and preliminary plat for this project was approved at the last Council meeting. We are awaiting submittal of final plans and specifications for public improvements and the final plat submittal. Once those items are received, the final plat will go to planning commission and then City Council for approval. We will also assist, as needed, with the required development agreement, which will need to be in place at the time of final plat approval.

Marshman Addition

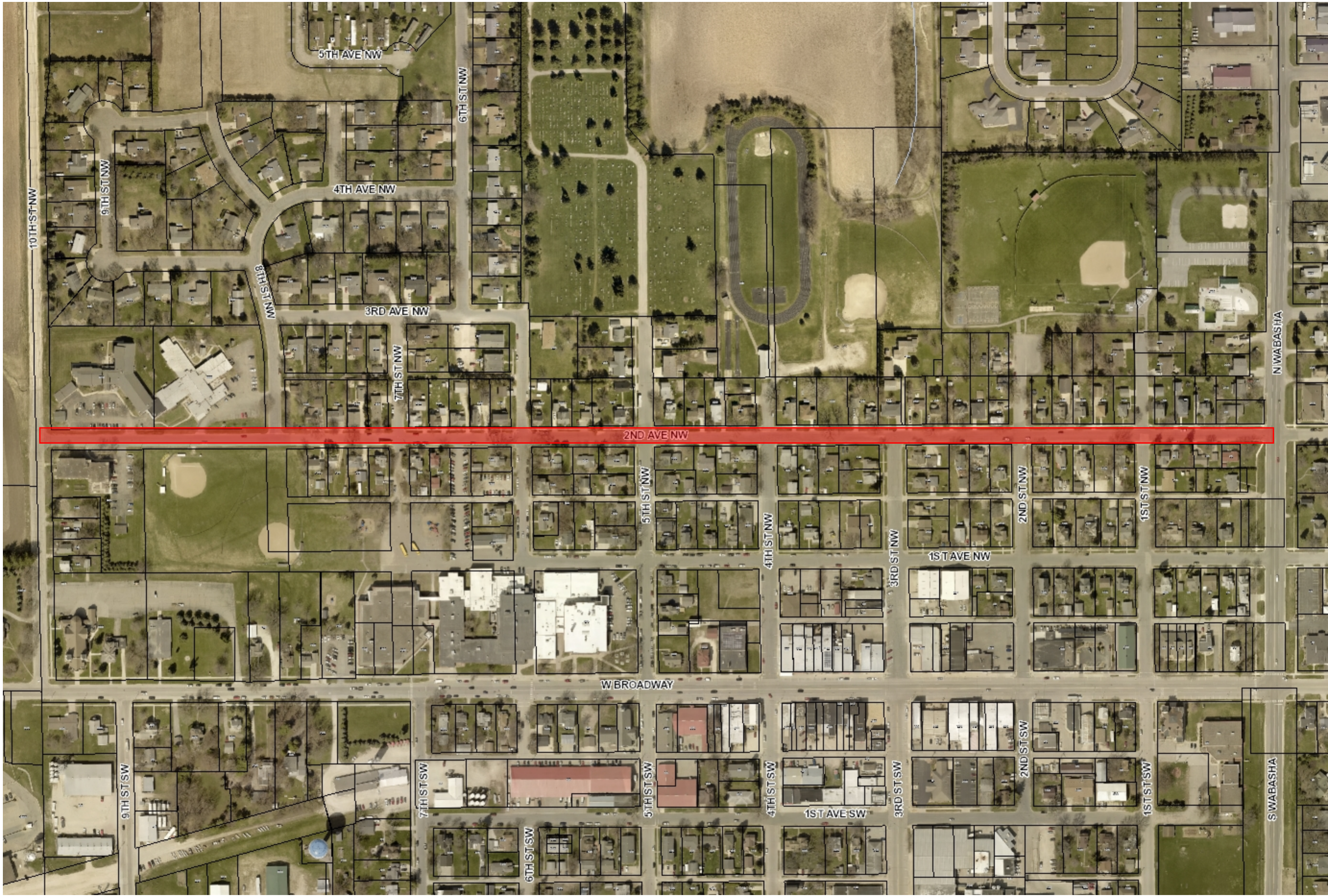
We have been working with City Staff, the developer, and his engineer on this proposed development located in the NW corner of East Broadway and 8th Street NE. The preliminary plat submittal was reviewed and approved by the Planning Commission at their February 2nd meeting. Approval of the preliminary plat will be an item on the Council meeting agenda.

Local Road Improvement Program (LRIP) Grant Application

As discussed in our January report, we recommend that the City submit applications for funding for the Local Road Improvement Program (LRIP) for two projects; 2nd Avenue NW from TH 42 to CR 8 (10th Street NW), and 2nd Avenue SW from TH 42 to CR 8 (9th Street SW). Applications are due on March 3, 2021. Similar to the recent TAP project, the City's application would need to be sponsored by Wabasha County. Resolutions from the City Council and the County Board would be required. If Council wishes to pursue one or both of these applications, the resolutions included in the Council packet will need to be approved. We will also send resolutions to the County Engineer for consideration by the County Board.

Sidewalk/Trail Plan

We are working on developing a scope and fee proposal for the preparation of a Citywide sidewalk/trail plan. Our intent is to make this available for consideration at the March Council meeting.



Legend

-  City Limits
-  Parcels (11/1/2020)
-  Parcels
-  Protected Waters - Watercours

0 263 Feet

2nd Ave NW
LRIP



Disclaimer:
This drawing is neither a legally recorded map nor a survey and is not intended to be used as one. This drawing is a compilation of records, information, and data located in various city, county, and state offices, and other sources affecting the area shown, and is to be used for reference purposes only. The City of Plainview is not responsible for any inaccuracies herein contained.

City of Plainview

Wabasha County, Minnesota

Resolution No. 2021-05

RESOLUTION SUPPORTING PURSUIT OF LOCAL ROAD IMPROVEMENT PROGRAM FUNDING FROM MnDOT FOR THE RECONSTRUCTION OF EAST FARMER STREET (CSAH 8).

WHEREAS, the existing pavement along 2nd Avenue NW between N Wabasha (TH 42) and 10th Street NW (CSAH 8) in the City of Plainview, MN is in very poor condition and is in need of reconstruction; and

WHEREAS, 2nd Avenue NW is regionally significant in that it is a connection to the regional system between CSAH 8 and TH 42, and provides capacity parallel to TH 42, and

WHEREAS, the Local Road Improvement Program (LRIP) administered by the Minnesota Department of Transportation makes available up to \$1,250,000 to apply towards projects on local roads that are regionally significant, result in safety improvements, and address transportation deficiencies; and

WHEREAS, the Local Road Improvement Program (LRIP) requires a city, such as Plainview, that is not a State Aid city, to have a County sponsor and the support of the County Board; and

WHEREAS, the proposed year for said project construction is 2022,

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PLAINVIEW; that

1. The City Council hereby supports the reconstruction of 2nd Avenue NW and,
2. The City Council hereby supports the City's pursuit of Local Road Improvement Program (LRIP) funding and authorizes staff to prepare and submit such application, and
3. The City Council hereby seeks the support by resolution of Fillmore County to act as Sponsor for the City of Plainview's Local Road Improvement Program funding application and the associated project for the reconstruction of 2nd Avenue NW and furthermore the City Council hereby provides assurance that the City of Plainview will pay all costs associated with the project, and that City staff will ensure that all aspects of LRIP funding requirements are met and the project's schedule is adhered to.

ADOPTED BY THE CITY COUNCIL OF PLAINVIEW, MINNESOTA, THIS 9th DAY OF FEBRUARY 2021.

Aaron Luckstein
Mayor

David Todd
City Administrator

City of Plainview

Wabasha County, Minnesota

Resolution No. 2021-06

RESOLUTION SUPPORTING PURSUIT OF LOCAL ROAD IMPROVEMENT PROGRAM FUNDING FROM MnDOT FOR THE RECONSTRUCTION OF EAST FARMER STREET (CSAH 8).

WHEREAS, the existing pavement along 2nd Avenue SW between N Wabasha (TH 42) and 9th Street NW (CSAH 8) in the City of Plainview, MN is in very poor condition and is in need of reconstruction; and

WHEREAS, 2nd Avenue SW is regionally significant in that it is a connection to the regional system between CSAH 8 and TH 42, provides capacity parallel to TH 42, and is a farm to market route, and

WHEREAS, the Local Road Improvement Program (LRIP) administered by the Minnesota Department of Transportation makes available up to \$1,250,000 to apply towards projects on local roads that are regionally significant, result in safety improvements, and address transportation deficiencies; and

WHEREAS, the Local Road Improvement Program (LRIP) requires a city, such as Plainview, that is not a State Aid city, to have a County sponsor and the support of the County Board; and

WHEREAS, the proposed year for said project construction is 2022,

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PLAINVIEW; that

1. The City Council hereby supports the reconstruction of 2nd Avenue SW, and,
2. The City Council hereby supports the City's pursuit of Local Road Improvement Program (LRIP) funding and authorizes staff to prepare and submit such application, and
3. The City Council hereby seeks the support by resolution of Wabasha County to act as Sponsor for the City of Plainview's Local Road Improvement Program funding application and the associated project for the reconstruction of 2nd Avenue SW and furthermore the City Council hereby provides assurance that the City of Plainview will pay all costs associated with the project, and that City staff will ensure that all aspects of LRIP funding requirements are met and the project's schedule is adhered to.

ADOPTED BY THE CITY COUNCIL OF PLAINVIEW, MINNESOTA, THIS 9th DAY OF FEBRUARY 2021.

Aaron Luckstein
Mayor

David Todd
City Administrator