



**REGULAR CITY COUNCIL MEETING
AGENDA**

Tuesday, December 14, 2021, at 6:00 P.M.

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

also streamed on FaceBook Live: <https://www.facebook.com/plainviewmn/>

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. 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.

4. APPROVAL OF AGENDA

5. 2021 TRUTH IN TAXATION HEARING (General Information About 2022 Budget)

6. APPROVAL OF CONSENT AGENDA

- A. City Council Minutes- November 9, 2021, November 17, 2021
- B. Bills
- C. Permits/Licenses/Donations-
 - a. Refuse License Renewals – Hagedorn Enterprises, dba: Lake City Recycling, Sunshine Sanitation, Waste Management, and Lakeshore Recycling Systems LLC
 - b. Tobacco License Renewals – High Plains, Lyon's Oil BP, Kwik Trip and Family Dollar
- D. Department Head Reports and Board Minutes
- E. LMCIT Monetary Tort Liability Limit
- F. Plainview Volunteer Fire Department Appointments for 2022
- G. Library Board Appointments

7. UNFINISHED BUSINESS

- A. Skye View Development – Special District

8. NEW BUSINESS

- A. Approve Final 2022 Levy-Resolution 2021-34
- B. Approve Final 2022 Budget-Resolution 2021-35
- C. Fund Transfers-Resolution 2021-36

9. INFORMATION ONLY DOCUMENTS

- A. Police Department Body Worn Cameras Public Comment

10. COUNCIL COMMENT

11. ADJOURN

PLAINVIEW

CITY COUNCIL ACTION



Executive Summary

City Council Regular Meeting: December 14, 2021

AGENDA ITEM: Minutes	AGENDA SECTION: Consent
PREPARED BY: Carol Kujath, City Clerk	AGENDA NO. 6.A.
ATTACHMENTS: Draft Minutes	APPROVED BY: dt
RECOMMENDED ACTION: 1. Motion to approve Minutes of the November 9, 2021 Regular Meeting Proceedings. 2. Motion to approve Minutes of the November 17, 2021 Special City Council Meeting proceedings.	

REGULAR PLAINVIEW CITY COUNCIL MEETING

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

1. CALL TO ORDER- Mayor Luckstein called the Regular Plainview City Council meeting to order on Tuesday November 9, 2021 at 6:00 p.m.

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

Council Members absent: None.

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

Department Heads absent: None.

Guests in attendance: Brian Malm, Tony Montgomery, Roger Durgin, Tom Wiener, Allison Wiener, Bill Tointon, Kenneth Bush, Bryttany Wener, Sheriff Joel Wener, Jolayne Wener, Michael Lyons, Eric Bennett, Scott Bennett, Jim Bennett, Bob Haley, Vanesa Klavetter, Mike Klavetter, Greg Speedling, and Richard Johnson.

2. PLEDGE OF ALLEGIANCE-

3. PUBLIC COMMENTS –

- Tony Montgomery – 630 2nd St. NW – Expressed he has the same concerns as he stated at the October 26, 2021 meeting regarding the Skye View Special District Zone and has more concerns now. The revised application includes his property to the east, which he did not approve of. He feels it is wrong for a developer to want the City to do everything and have the City provide financially. He believes there needs to be more clarity.
- Scott Bennett – 415 East Broadway - along with his brother, Jim Bennett – They are opposed to the Skye View Development using the easement.

4. APPROVAL OF AGENDA –

Motion by Reeve, second by Kieffer to approve the Agenda. Motion carried unanimously.

5. APPROVAL OF CONSENT AGENDA-

Motion by Jacobs, second by Hammer Bartley to approve the Consent Agenda.
Motion carried unanimously.

- A. City Council Minutes – October 12, 2021, October 26, 2021, and October 27, 2021
- B. Bills
- C. Permits/Licenses/Donations-
 - A. Liquor License Renewals-2022- Walkes Enterprises Inc., K-J Bowling Enterprises, Inc., William Allen American Legion, and LeVan Norton Enterprises LLC.
- D. Department Head Reports and Board Minutes
- E. Designate Polling Places for 2022 – Resolution 21-32

6. UNFINISHED BUSINESS –

- A. Skye View Development – Special District Zone – At the October 26, 2021 Special

City Council Meeting the application from Skye View Development for a Special District Zone was presented. The Council agreed that with this being the first ever Special District Zone application for the City, that the application was missing a lot of details. The Council approved to direct Staff to draft a 60-day extension letter outlining items deemed incomplete. Tom Wiener with Skye View Development has again presented the application to Council, seeking approval for the Special District Zone. Brian Malm explained to Council that they are close but have a few things to work out yet. Access to the property being one of the most important ones.

Mark Schoenfelder with MnDOT stated there is a Memorandum of Understanding (MOU) that is being drafted but is not finished at this time. The MOU will include:

- MnDOT is willing to break access control on Highway 42 for a public roadway but not a private/commercial driveway to a sole development.

- The City of Plainview needs to show progress towards an east-west connection to existing roadways (225th Avenue and 3rd Street South) as part of the City's Comprehensive Plan and the City shall not approve any development that would prohibit a future east-west connection.

- The location for break in access will be for future public roadways north and south of Highway 42. Staggered north and south access points to Highway 42 will not be allowed.

- Locations of a future public roadway access will need to meet MnDOT's Access Management Guidelines.

- A future access may necessitate changes to Highway 42 such as a right turn lane and/or a center left turn lane being built.

- This requirement would be due to expected traffic volumes accessing developments.

- Any affects or costs to the Trunk Highway system shall be borne by the City of Plainview and/or developer (turn lanes, the cost to break access control, culverts, etc.).

- The "official" break in access will not occur until final plat and engineering plans are complete with a public roadway in a location that has been approved by agencies affected by the roadway.

- Prior to access being broken, a MOU between MnDOT and the City will provide the City and Developers a tool for planning acceptable access location on Hwy 42 by MnDOT.

Motion by Luckstein, second by Hammer Bartley to table this agenda item to allow time for our City Engineer and David Todd to continue conversations with MnDOT in regards to the details of a MOU to then be brought back to a future meeting, within the 60-day time period so the Council has time to take action.

Motion carried unanimously.

7. NEW BUSINESS –

- A. Snow Trucking and Sand** – Public Works Director Shane Loftus brought forward a bid for hauling snow and providing sand for the 2021-2022 season. The request for bids was advertised in the Plainview News and the City received only one (1) bid.

Pricing as follows:

Trucking -

\$102/hour (with a 1 ½ hour minimum)

Loader -

\$140-\$150 depending on the loader

Dump Site Rental (for the season) - \$2,500

Motion by Jacobs, second by Reeve to approve Bennett & Sons for the hauling snow and providing sand for 2021-2022. Motion carried unanimously.

- B. Police Department – Full-Time New Hire** – Police Chief Jason Timm informed the Council that Officer Eric Rahman has given his notice to pursue a career with the Sheriff's Office. Rahman's departure leaves the Plainview Police Department one full-time officer short. Chief Timm received four (4) applications for the vacant spot. After conducting interviews, the interview panel recommended to hire Bryttany Wener as a full-time police officer.

Motion by Reeve, second by Hammer Bartley to approve hiring Bryttany Wener as a Full-Time Police Officer with a starting wage of Step 1, \$24.67/hour per union contract. Motion carried unanimously.

- C. Fire Department Ladder Truck Purchase – Resolution 21-33** – Fire Chief Ed Jacobs along with Finance Director Vicki Axley explained to Council the ladder truck that was purchased in 1985 has been in service for 36 years and is becoming increasingly difficult to find parts for. After speaking with the City's Municipal Financial Advisor, Mike Bubany, it was realized that the best option for the City is to do an inter-fund loan from the Sewer Fund. This has been factored into the long-term capital improvement plan. Three (3) different amortization repayment schedules and interest rate options were presented to the Council.

Motion by Reeve, second by Kieffer to approve Resolution 21-33 authorizing the Fire Chief to purchase a Pierce Enforcer 107' Aerial Ladder Truck at a price not to exceed \$1,053,000.00 from MacQueen Equipment LLC DBA MacQueen Emergency Group. After a lengthy discussion, a motion by Luckstein, second by Jacobs to amend Resolution 21-33 to include Exhibit C, a 20-year loan of \$1,025,006 with a 2% interest rate.

Motion carried unanimously.

see attached.

- D. Fire Department On-Call Pay Increase** – Fire Chief Ed Jacobs, along with Finance Director Vicki Axley explained to Council how the Fire Department is requesting an increase in the hourly pay. It has been at least 8 years since the last pay increase. Motion by Reeve, second by Hammer Bartley to approve an increase in the hourly pay for on-call firefighters to \$20.00 per hour for training and meeting hours and \$20.00 per hour for fire calls effective on the December 3, 2021 payroll. After a lengthy discussion, a motion by Luckstein, second by Jacobs to amend the motion to strike effective on the December 3, 2021 payroll, to say effective on January 1, 2022.

Motion carried unanimously.

- E. Plainview Sidewalk Plan** – Brian Malm with Bolton & Menk gave a short recap of the Plainview Sidewalk/Pedestrian Plan. The plan identifies and prioritizes sidewalk locations and connections, bike paths, and road crossing improvements with a focus on pedestrian safety. This plan was identified as a need in the City's Comprehensive Plan. Motion by Luckstein, second by Jacobs to approve the Plainview Pedestrian Plan as drafted by Bolton & Menk dated October 2021.

Motion carried unanimously.

- A. Joint Meeting with Elgin City Council – November 17, 2021 at Elgin –** Joint meeting to appoint Merlin Bratberg to the Plainview-Elgin Sanitary Sewer District Board for a three (3) year term.

10. COUNCIL COMMENT

- Luckstein – Plainview Community Center is back open, up and operational for meals and games. Have been hosting the “Meet and Greet” with the City. It’s a great resource that is often forgot about.

11. ADJOURN –

Motion by Luckstein, second by Hammer Bartley to adjourn the Plainview City Council meeting. Motion carried unanimously. Meeting adjourned at 7:26 p.m.

Aaron Luckstein, Mayor

Carol Kujath, City Clerk

**City of Plainview Special Council Meeting
Joint Meeting with the City of Elgin Council
November 17, 2021 at 7:00 p.m.**

CALL TO ORDER- Mayor Luckstein called the Joint City Council Special Meeting with the City of Elgin to order on Wednesday November 17, 2021 at 7:01 p.m. at the Elgin City Hall, Elgin, MN.

Council Members in attendance: Luckstein, Jacobs, Hammer Bartley, and Kieffer.

Council Members absent: Reeve.

Department Heads in attendance: City Administrator David Todd, and City Clerk Carol Kujath.

Motion by Jacobs, second by Hammer Bartley to reappoint Merlin Bratberg to another 3-year term to the Plainview-Elgin Sanitary Sewer District Board.
Motion carried unanimously.

ADJOURN – Motion by Luckstein, second by Jacobs, to adjourn the joint special meeting with the City of Elgin. Motion carried unanimously. Meeting adjourned at 7:04 p.m.

Aaron Luckstein, Mayor

Carol Kujath, City Clerk

PLAINVIEW

CITY COUNCIL ACTION



Executive Summary

City Council Regular Meeting: December 14, 2021

AGENDA ITEM: Bills	AGENDA SECTION: Consent
PREPARED BY: Vicki Axley	AGENDA NO. 6.B.
ATTACHMENTS: Bills Report	APPROVED BY: dt
RECOMMENDED ACTION: Motion to approve payment of all bills listed in attached report.	

Report Criteria:

[Report].GL Account = {<>} "10121709"

Input Date	Invoice	Seq	Type	Description	Invoice Date	Due Date	Total Cost	GL Account
263 1 SOURCE								
11/08/2021	269871-0	1	Invoice	DISINFECTING WIPES/PD	11/04/2021	11/12/2021	20.77	101-42100-201
11/08/2021	269871-1	1	Invoice	TONER & FACIAL TISSUE/PD	11/05/2021	11/12/2021	208.59	101-42100-201
Total 263 1 SOURCE:							229.36	
524 ALEX AIR APPARATUS								
11/17/2021	INV-44728	1	Invoice	FIRE GEAR/FIRE DEPT.	11/01/2021	11/19/2021	332.50	101-42200-417
11/17/2021	INV-44728	2	Invoice	FIRE GEAR/FIRE DEPT.	11/01/2021	11/19/2021	332.50	245-42200-417
11/17/2021	INV-44728	3	Invoice	LED PADDLES-BATTERIES/FIRE DEPT.	11/01/2021	11/19/2021	178.97	101-42200-217
11/17/2021	INV-44728	4	Invoice	LED PADDLES-BATTERIES/FIRE DEPT.	11/01/2021	11/19/2021	178.97	245-42200-217
Total 524 ALEX AIR APPARATUS:							1,022.94	
19 APPEL'S SERVICE INC								
12/02/2021	INV087932	1	Invoice	TIRES/POLICE	11/29/2021	12/08/2021	1,190.56	101-42100-221
Total 19 APPEL'S SERVICE INC:							1,190.56	
106617 AT&T MOBILITY								
11/08/2021	2872918546	1	Invoice	PHONES POLICE	10/25/2021	11/12/2021	1,249.40	101-42100-321
Total 106617 AT&T MOBILITY:							1,249.40	
106772 BADGER METER								
12/07/2021	80087221	1	Invoice	MONTHLY FEE-ORION CELLULAR	11/30/2021	12/08/2021	269.67	601-49400-321
Total 106772 BADGER METER:							269.67	
104716 BAKER & TAYLOR								
11/17/2021	L2300462 N	1	Invoice	BOOK LEASE/LIBRARY	10/31/2021	11/19/2021	1,205.64	211-45500-592
Total 104716 BAKER & TAYLOR:							1,205.64	
329 BECKLEYS OFFICE PRODUCTS								
11/17/2021	11/15/2021	1	Invoice	paper shred	11/15/2021	11/19/2021	36.50	101-41500-401
Total 329 BECKLEYS OFFICE PRODUCTS:							36.50	
31 BENNETT & SONS SAND & GRAVEL								
11/17/2021	37943	1	Invoice	7 YDS FILL SAND 315 1ST AVE NE WATER B	10/31/2021	11/19/2021	87.50	601-49400-228
11/17/2021	37943	2	Invoice	6 YDS FILL SAND KWIK TRIP FIRE HYDRANT	10/31/2021	11/19/2021	75.00	601-49400-228
11/17/2021	37977	1	Invoice	BUILD RETENSION POND AT FISK ACRES	10/31/2021	11/19/2021	3,950.00	101-43100-225
Total 31 BENNETT & SONS SAND & GRAVEL:							4,112.50	
106463 BOLTON & MENK, INC.								
11/12/2021	0278627	1	Invoice	2020 STREET IMPROVEMENT PROJECT	10/31/2021	11/12/2021	4,628.00	417-48000-303
11/12/2021	0278628	1	Invoice	SIDEWALK PLAN	10/31/2021	11/12/2021	2,344.50	101-43100-303
11/12/2021	278665	1	Invoice	GENERAL ENGINEERING/ADMIN	10/31/2021	11/12/2021	6,112.50	101-41500-303
Total 106463 BOLTON & MENK, INC.:							13,085.00	
104828 CENTER POINT LARGE PRINT								
11/17/2021	1885808	1	Invoice	LG PRT BOOKS/LIBRARY	10/06/2021	11/19/2021	22.50	211-45500-592

Input Date	Invoice	Seq	Type	Description	Invoice Date	Due Date	Total Cost	GL Account
Total 104828 CENTER POINT LARGE PRINT:							22.50	
106449 CINTAS CORPORATION								
12/02/2021	4100504674	1	Invoice	MATS, SCRAPER, BOWL CLIP/PW	11/02/2021	12/08/2021	21.39	101-43100-310
12/02/2021	4101109914	1	Invoice	MATS, SCRAPER, BOWL CLIP/PW	11/09/2021	12/08/2021	21.39	101-43100-310
12/02/2021	4101827109	1	Invoice	MATS, SCRAPER, BOWL CLIP/PW	11/16/2021	12/08/2021	21.39	101-43100-310
12/02/2021	4101827160	1	Invoice	MOPS&TOWELS/CITYHALL	11/16/2021	12/08/2021	17.41	101-41500-310
12/02/2021	4102443150	1	Invoice	MATS, SCRAPER, BOWL CLIP/PW	11/22/2021	12/08/2021	21.39	101-43100-310
12/02/2021	4103190479	1	Invoice	MATS, SCRAPER, BOWL CLIP/PW	11/30/2021	12/08/2021	21.39	101-43100-310
Total 106449 CINTAS CORPORATION:							124.36	
51 CONSTRUCTION MGMT. SERVICES								
12/07/2021	NOVEMBER	1	Invoice	BUILDING INSPECTION	11/30/2021	12/08/2021	1,799.69	101-41500-316
Total 51 CONSTRUCTION MGMT. SERVICES:							1,799.69	
106422 CORE & MAIN, LP								
11/30/2021	P932760	1	Invoice	SUPPLIES/WATER	11/15/2021	11/30/2021	89.99	601-49400-221
Total 106422 CORE & MAIN, LP:							89.99	
105949 CUSTOM COMMUNICATIONS INC.								
12/07/2021	506593	1	Invoice	FIRE ALARM MONITORING/PW	12/07/2021	12/08/2021	105.56	101-43100-310
Total 105949 CUSTOM COMMUNICATIONS INC.:							105.56	
106428 DATA SMART COMPUTERS INC.								
11/10/2021	71216	1	Invoice	IT SUPPORT/ADMIN	09/30/2021	11/12/2021	62.50	101-41500-310
11/30/2021	72019	1	Invoice	IT LABOR/ADMIN	11/22/2021	11/30/2021	125.00	101-41500-310
12/07/2021	72105	1	Invoice	DATTO BACKUP	12/01/2021	12/08/2021	149.00	101-41500-309
12/07/2021	72106	1	Invoice	ADMIN ANTI-VIRUS MONTHLY	12/01/2021	12/08/2021	72.00	101-41500-309
12/07/2021	72203	1	Invoice	ANTI-VIRUS WITH REMOTE CONTROL/FIRE	12/01/2021	12/08/2021	6.49	101-42200-309
12/07/2021	72271	1	Invoice	MICROSOFT 365 LICENSES	12/05/2021	12/08/2021	193.00	101-41500-309
Total 106428 DATA SMART COMPUTERS INC.:							607.99	
105564 DEARBORN LIFE INS CO.								
11/29/2021	DECEMBER	1	Invoice	EMPLOYEE INS.	11/12/2021	11/29/2021	131.51	101-41500-131
11/29/2021	DECEMBER	2	Invoice	EMPLOYEE INS.	11/12/2021	11/29/2021	235.58	101-42100-131
11/29/2021	DECEMBER	3	Invoice	EMPLOYEE INS.	11/12/2021	11/29/2021	69.45	101-43100-131
11/29/2021	DECEMBER	4	Invoice	EMPLOYEE INS.	11/12/2021	11/29/2021	168.09	211-45500-131
11/29/2021	DECEMBER	5	Invoice	EMPLOYEE INS.	11/12/2021	11/29/2021	31.01	225-45200-131
11/29/2021	DECEMBER	6	Invoice	EMPLOYEE INS.	11/12/2021	11/29/2021	30.13	601-49400-131
11/29/2021	DECEMBER	7	Invoice	EMPLOYEE INS.	11/12/2021	11/29/2021	30.90	602-49450-131
Total 105564 DEARBORN LIFE INS CO.:							696.67	
74 EBSCO								
11/17/2021	1644525	1	Invoice	MAGAZINES/LIBRARY	11/05/2021	11/19/2021	553.21	211-45500-592
Total 74 EBSCO:							553.21	
106645 ELLINGSON, MATTHEW								
11/22/2021	59502	1	Invoice	REIMBURSE SEWER CERTIFICATION TEST	10/11/2021	11/24/2021	58.95	602-49450-331

Input Date	Invoice	Seq	Type	Description	Invoice Date	Due Date	Total Cost	GL Account	
Total 106645 ELLINGSON, MATTHEW:							58.95		
105806 FLAHERTY & HOOD, P.A.									
11/12/2021	16800	1	Invoice	OCT. PERSONNEL LEGAL FEES	11/02/2021	11/12/2021	67.50	101-41500-304	
11/12/2021	16845	1	Invoice	OCT. ADMIN GENERAL LEGAL FEES	11/02/2021	11/12/2021	38.75	101-41500-304	
11/17/2021	16845	11/17/	1	Invoice	OCT. ADMIN GENERAL LEGAL FEES	11/02/2021	11/17/2021	1,134.00	101-41500-304
12/08/2021	16922	1	Invoice	NOV. ADMIN GENERAL LEGAL FEES	12/01/2021	12/08/2021	1,128.75	101-41500-304	
12/08/2021	16953	1	Invoice	NOV. PERSONNEL LEGAL FEES	12/01/2021	12/08/2021	33.75	101-41500-304	
Total 105806 FLAHERTY & HOOD, P.A.:							2,402.75		
106594 FLIES, BRIAN									
11/19/2021	11/8/21	1	Invoice	REIMBURSE-CLOTHING ALLOWANCE	11/08/2021	11/19/2021	176.62	601-49400-417	
Total 106594 FLIES, BRIAN:							176.62		
104 GOPHER STATE ONE CALL									
12/07/2021	1110680	1	Invoice	LOCATES WATER	11/30/2021	12/08/2021	11.48	601-49400-310	
12/07/2021	1110680	2	Invoice	LOCATES SEWER	11/30/2021	12/08/2021	11.47	602-49450-310	
Total 104 GOPHER STATE ONE CALL:							22.95		
106806 HALLBERG, KAY									
11/30/2021	1130703	1	Invoice	REFUND OVERPAYMENT ON UTILITY PAYME	11/29/2021	11/30/2021	6.68	601-49400-229	
Total 106806 HALLBERG, KAY:							6.68		
105808 HBC, INC.									
12/08/2021	105099	DEC	1	Invoice	PHONE&INTERNET/FIRE DEPT.	12/02/2021	12/08/2021	175.86	101-42200-321
11/12/2021	105099	NOV	1	Invoice	PHONE&INTERNET/FIRE DEPT.	11/02/2021	11/12/2021	175.86	101-42200-321
11/12/2021	1277099	11/2	1	Invoice	PHONE & INTERNET/POOL	11/02/2021	11/12/2021	24.37	225-45128-321
12/08/2021	1277099	DE	1	Invoice	PHONE & INTERNET/POOL	12/02/2021	12/08/2021	23.79	225-45128-321
12/08/2021	71466	DECE	1	Invoice	PHONE&INTERN/LIBRARY	12/02/2021	12/08/2021	54.96	211-45500-321
11/12/2021	71466	NOVE	1	Invoice	PHONE&INTERN/LIBRARY	11/02/2021	11/12/2021	56.19	211-45500-321
12/08/2021	78487	DECE	1	Invoice	PHONE INTERNET/ADMIN	12/02/2021	12/08/2021	522.56	101-41500-321
12/08/2021	78487	DECE	2	Invoice	PHONE INTERNET/POLICE	12/02/2021	12/08/2021	300.75	101-42100-321
12/08/2021	78487	DECE	3	Invoice	PHONE INTERNET/PUBLIC WORKS	12/02/2021	12/08/2021	286.90	101-43100-321
11/12/2021	78487	NOVE	1	Invoice	PHONE INTERNET/ADMIN	11/02/2021	11/12/2021	522.56	101-41500-321
11/12/2021	78487	NOVE	2	Invoice	PHONE INTERNET/POLICE	11/02/2021	11/12/2021	300.75	101-42100-321
11/12/2021	78487	NOVE	3	Invoice	PHONE INTERNET/PUBLIC WORKS	11/02/2021	11/12/2021	286.90	101-43100-321
Total 105808 HBC, INC.:							2,731.45		
116 HIGH PLAINS									
11/22/2021	10/31/21	1	Invoice	FUEL/RURAL FIRE DEPT	10/31/2021	11/24/2021	59.11	245-42200-212	
11/22/2021	10/31/21	2	Invoice	FUEL/FIRE DEPT	10/31/2021	11/24/2021	59.12	101-42200-212	
11/22/2021	184585	1	Invoice	FUEL/PW	10/04/2021	11/24/2021	95.29	101-43100-212	
11/22/2021	184752	1	Invoice	FUEL/PW	10/08/2021	11/24/2021	8.84	101-43100-212	
11/22/2021	184872	1	Invoice	FUEL/PARKS	10/12/2021	11/24/2021	27.18	225-45200-212	
11/22/2021	184874	1	Invoice	FUEL/PARKS	10/12/2021	11/24/2021	14.57	225-45200-212	
11/22/2021	184990	1	Invoice	FUEL/PW	10/15/2021	11/24/2021	72.44	101-43100-212	
11/22/2021	185364	1	Invoice	FUEL/PARKS	10/25/2021	11/24/2021	12.87	225-45200-212	
11/22/2021	185395	1	Invoice	FUEL/PW	10/26/2021	11/24/2021	105.40	101-43100-212	
Total 116 HIGH PLAINS:							454.82		

Input Date	Invoice	Seq	Type	Description	Invoice Date	Due Date	Total Cost	GL Account
105714 I.U.O.E LOCAL49 FRINGE BENEFIT FUND								
11/15/2021	B WENER 11	1	Invoice	NEW EMPLOYEE DEC 2021 HEALTH INSURA	11/15/2021	11/15/2021	1,527.00	101-42100-131
11/08/2021	DECEMBER	1	Invoice	EMPLOYEE HEALTH INSURANCE-DEC. 2021	11/05/2021	11/09/2021	3,975.00	101-41500-131
11/08/2021	DECEMBER	2	Invoice	EMPLOYEE HEALTH INSURANCE-DEC. 2021	11/05/2021	11/09/2021	1,325.00	101-42100-131
11/08/2021	DECEMBER	3	Invoice	EMPLOYEE HEALTH INSURANCE-DEC. 2021	11/05/2021	11/09/2021	1,113.00	101-43100-131
11/08/2021	DECEMBER	4	Invoice	EMPLOYEE HEALTH INSURANCE-DEC. 2021	11/05/2021	11/09/2021	212.00	101-43125-131
11/08/2021	DECEMBER	5	Invoice	EMPLOYEE HEALTH INSURANCE-DEC. 2021	11/05/2021	11/09/2021	1,325.00	225-45200-131
11/08/2021	DECEMBER	6	Invoice	EMPLOYEE HEALTH INSURANCE-DEC. 2021	11/05/2021	11/09/2021	1,325.00	601-49400-131
11/08/2021	DECEMBER	7	Invoice	EMPLOYEE HEALTH INSURANCE-DEC. 2021	11/05/2021	11/09/2021	1,325.00	602-49450-131
11/08/2021	DECEMBER	1	Invoice	EMPLOYEE HEALTH INSURANCE-DEC. 2021	11/05/2021	11/09/2021	1,527.00	101-41500-131
11/08/2021	DECEMBER	2	Invoice	EMPLOYEE HEALTH INSURANCE-DEC. 2021	11/05/2021	11/09/2021	9,162.00	101-42100-131
11/08/2021	DECEMBER	3	Invoice	EMPLOYEE HEALTH INSURANCE-DEC. 2021	11/05/2021	11/09/2021	1,282.68	101-43100-131
11/08/2021	DECEMBER	4	Invoice	EMPLOYEE HEALTH INSURANCE-DEC. 2021	11/05/2021	11/09/2021	244.32	101-43125-131
11/08/2021	DECEMBER	5	Invoice	EMPLOYEE HEALTH INSURANCE-DEC. 2021	11/05/2021	11/09/2021	3,054.00	211-45500-131
12/07/2021	JANUARY 20	1	Invoice	EMPLOYEE HEALTH INSURANCE-JAN. 2022	12/06/2021	12/08/2021	3,975.00	101-41500-131
12/07/2021	JANUARY 20	2	Invoice	EMPLOYEE HEALTH INSURANCE-JAN. 2022	12/06/2021	12/08/2021	1,325.00	101-42100-131
12/07/2021	JANUARY 20	3	Invoice	EMPLOYEE HEALTH INSURANCE-JAN. 2022	12/06/2021	12/08/2021	1,113.00	101-43100-131
12/07/2021	JANUARY 20	4	Invoice	EMPLOYEE HEALTH INSURANCE-JAN. 2022	12/06/2021	12/08/2021	212.00	101-43125-131
12/07/2021	JANUARY 20	5	Invoice	EMPLOYEE HEALTH INSURANCE-JAN. 2022	12/06/2021	12/08/2021	1,325.00	225-45200-131
12/07/2021	JANUARY 20	6	Invoice	EMPLOYEE HEALTH INSURANCE-JAN. 2022	12/06/2021	12/08/2021	1,325.00	601-49400-131
12/07/2021	JANUARY 20	7	Invoice	EMPLOYEE HEALTH INSURANCE-JAN. 2022	12/06/2021	12/08/2021	1,325.00	602-49450-131
12/07/2021	JANUARY 20	1	Invoice	EMPLOYEE HEALTH INSURANCE-JAN. 2022	12/06/2021	12/08/2021	1,527.00	101-41500-131
12/07/2021	JANUARY 20	2	Invoice	EMPLOYEE HEALTH INSURANCE-JAN. 2022	12/06/2021	12/08/2021	12,216.00	101-42100-131
12/07/2021	JANUARY 20	3	Invoice	EMPLOYEE HEALTH INSURANCE-JAN. 2022	12/06/2021	12/08/2021	1,282.68	101-43100-131
12/07/2021	JANUARY 20	4	Invoice	EMPLOYEE HEALTH INSURANCE-JAN. 2022	12/06/2021	12/08/2021	244.32	101-43125-131
12/07/2021	JANUARY 20	5	Invoice	EMPLOYEE HEALTH INSURANCE-JAN. 2022	12/06/2021	12/08/2021	3,054.00	211-45500-131
Total 105714 I.U.O.E LOCAL49 FRINGE BENEFIT FUND:							56,321.00	
106802 ICMA								
11/29/2021	2022 RENE	1	Invoice	2022 ICMA MEMBERSHIP/D. TODD	11/29/2021	11/29/2021	825.35	101-41500-433
Total 106802 ICMA:							825.35	
105374 INDIAN CREEK LAWN & SERVICES								
11/10/2021	2953	1	Invoice	MOW/CEMETERY	10/31/2021	11/12/2021	1,250.00	235-49010-401
Total 105374 INDIAN CREEK LAWN & SERVICES:							1,250.00	
105968 ITRON, INC.								
11/17/2021	598520	1	Invoice	WATER METER HARDWARE & SOFTWARE	08/12/2021	11/17/2021	3,292.12	601-49400-309
Total 105968 ITRON, INC.:							3,292.12	
348 JOHN DEERE FINANCIAL								
11/17/2021	IP16634	1	Invoice	GREASE POLY/PW	11/04/2021	11/19/2021	39.00	101-43100-221
Total 348 JOHN DEERE FINANCIAL:							39.00	
106520 KENNY SYLVESTER CONSTRUCTION								
11/12/2021	OCT 11-NOV	1	Invoice	CLEANING CITY HALL/ADMIN OCT-NOV 2021	11/11/2021	11/12/2021	600.00	101-41500-401
11/12/2021	OCT 11-NOV	2	Invoice	CLEANING CITY HALL/COUNCIL OCT-NOV 2	11/11/2021	11/12/2021	600.00	101-41110-401
Total 106520 KENNY SYLVESTER CONSTRUCTION:							1,200.00	
106805 KLAVETTER, VANESSA								
11/19/2021	TRAINING M	1	Invoice	MILEAGE FOR TRAINING	11/12/2021	11/19/2021	470.40	101-42200-331

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Total 106805 KLAVETTER, VANESSA:							470.40	
141 KREOFKY BUILDING SUPPLIES								
11/17/2021	2110-589541	1	Invoice	CAULK/PARKS	10/04/2021	11/17/2021	8.99	225-45200-223
11/17/2021	2110-590871	1	Invoice	CAST SUMP PUMP/AMBULANCE	10/07/2021	11/17/2021	169.99	101-41500-227
11/17/2021	2110-591369	1	Invoice	SUPPLIES/FIRE DEPT.	10/09/2021	11/17/2021	31.49	101-42200-217
11/17/2021	2110-591369	2	Invoice	SUPPLIES/FIRE DEPT.	10/09/2021	11/17/2021	31.48	245-42200-217
11/17/2021	2110-592442	1	Invoice	SUPPLIES/WATER	10/13/2021	11/17/2021	19.49	601-49400-217
11/17/2021	2110-592932	1	Invoice	SUPPLIES FOR KWIK TRIP WATER/PW	10/14/2021	11/17/2021	3.67	101-43100-217
11/17/2021	2110-593027	1	Invoice	SAW KIT & BATTERIES/FIRE DEPT.	10/14/2021	11/17/2021	218.72	101-42200-217
11/17/2021	2110-593027	2	Invoice	SAW KIT & BATTERIES/FIRE DEPT.	10/14/2021	11/17/2021	218.72	245-42200-217
11/17/2021	2110-594389	1	Invoice	ANTI-FREEZE/PARKS	10/19/2021	11/17/2021	19.96	225-45200-217
11/17/2021	2110-594614	1	Invoice	KEYS/FIRE DEPT.	10/19/2021	11/17/2021	5.58	101-42200-217
11/17/2021	2110-594614	2	Invoice	KEYS/FIRE DEPT.	10/19/2021	11/17/2021	5.58	245-42200-217
11/17/2021	2110-595317	1	Invoice	SUPPLIES/FIRE DEPT.	10/21/2021	11/17/2021	28.82	101-42200-223
11/17/2021	2110-595328	1	Invoice	20A IV OUTLET/FIRE DEPT	10/21/2021	11/17/2021	19.99	101-42200-223
11/17/2021	2110-595530	1	Invoice	SUPPLIES/CITY HALL	10/21/2021	11/17/2021	6.00	101-41500-223
11/17/2021	2110-597230	1	Invoice	TEFLON TAPE/WATER	10/27/2021	11/17/2021	1.99	601-49400-221
11/17/2021	2110-597515	1	Invoice	SUPPLIES/PW	10/28/2021	11/17/2021	1.54	101-43100-221
12/01/2021	2111-600183	1	Invoice	BOX COARSE SCREWS/WATER	11/05/2021	12/08/2021	5.49	601-49400-217
12/01/2021	2111-601413	1	Invoice	TOILET TANK REPAIR KIT/WATER	11/09/2021	12/08/2021	24.98	601-49400-217
12/01/2021	2111-603465	1	Invoice	CHROME BALL VALVE/WATER	11/16/2021	12/08/2021	29.99	601-49400-228
12/01/2021	2111-604862	1	Invoice	SUPPLIES/POOL	11/19/2021	12/08/2021	1.68	225-45128-217
12/07/2021	2111-605379	1	Invoice	S. SCHNEIDER TREE/PD	11/22/2021	12/08/2021	42.99	101-42100-437
12/01/2021	2111-605633	1	Invoice	WINDOW BOLT/CITY HALL	11/23/2021	12/08/2021	3.49	101-41500-217
12/01/2021	2111-605969	1	Invoice	THERMOSTAT/AMBULANCE	11/23/2021	12/08/2021	27.99	101-41500-227
Total 141 KREOFKY BUILDING SUPPLIES:							928.62	
104873 KREOFKY BUILDING SYSTEMS								
12/07/2021	21-078	1	Invoice	PROJECT SNOW STOPS	11/30/2021	12/08/2021	2,798.00	101-43100-223
Total 104873 KREOFKY BUILDING SYSTEMS:							2,798.00	
106804 KRONEBUSCH, RYAN J.								
11/17/2021	PL21-101 RE	1	Invoice	REFUND DEPOSIT	11/17/2021	11/19/2021	100.00	101-41500-32210
Total 106804 KRONEBUSCH, RYAN J.:							100.00	
106730 KUJATH, CAROL								
11/24/2021	COWPOKES	1	Invoice	UNIFORM	11/19/2021	11/24/2021	69.99	101-41500-417
11/24/2021	COWPOKES	2	Invoice	OVER CLOTHING ALLOWANCE	11/19/2021	11/24/2021	3.05	101-41500-417
Total 106730 KUJATH, CAROL:							66.94	
106329 LAKE CITY RECYCLING & DISPOSAL								
11/12/2021	101481	1	Invoice	GARBAGE/PARKS	11/01/2021	11/12/2021	72.54	225-45200-384
11/12/2021	101481	2	Invoice	GARBAGE/PARKS	11/01/2021	11/12/2021	72.54	225-45200-384
11/12/2021	101481	3	Invoice	GARBAGE/CEMETERY	11/01/2021	11/12/2021	145.08	235-49010-384
11/12/2021	101481	4	Invoice	GARBAGE/STREETS	11/01/2021	11/12/2021	50.25	101-43100-384
11/12/2021	101481	5	Invoice	GARBAGE/PW	11/01/2021	11/12/2021	72.54	101-43100-384
11/12/2021	101481	6	Invoice	GARBAGE/FIRE HALL	11/01/2021	11/12/2021	54.76	101-42200-384
12/08/2021	102085	1	Invoice	GARBAGE/PARKS	12/01/2021	12/08/2021	72.54	225-45200-384
12/08/2021	102085	2	Invoice	GARBAGE/PARKS	12/01/2021	12/08/2021	72.54	225-45200-384
12/08/2021	102085	3	Invoice	GARBAGE/CEMETERY	12/01/2021	12/08/2021	145.08	235-49010-384
12/08/2021	102085	4	Invoice	GARBAGE/STREETS	12/01/2021	12/08/2021	50.25	101-43100-384
12/08/2021	102085	5	Invoice	GARBAGE/PW	12/01/2021	12/08/2021	72.54	101-43100-384

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12/08/2021	102085	6	Invoice	GARBAGE/FIRE HALL	12/01/2021	12/08/2021	54.76	101-42200-384
Total 106329 LAKE CITY RECYCLING & DISPOSAL:							935.42	
365 LEAGUE OF MINNESOTA CITIES/FINANCE								
12/07/2021	348318	1	Invoice	MEMBERSHIPDUES	09/01/2021	12/07/2021	4,010.00	101-41110-433
Total 365 LEAGUE OF MINNESOTA CITIES/FINANCE:							4,010.00	
106197 LEXIPOL LLC								
12/07/2021	INVLEX7570	1	Invoice	LAW ENFORCE POLICY/POLICE	12/01/2021	12/08/2021	3,798.48	101-42100-310
Total 106197 LEXIPOL LLC:							3,798.48	
106720 LOFFLER COMPANIES INC.								
11/22/2021	30435104	1	Invoice	ADMIN COPIER/PRINTER	11/08/2021	11/24/2021	161.22	101-41500-401
12/02/2021	3891372	1	Invoice	COPIER CHARGES/ADMIN	12/01/2021	12/08/2021	55.15	101-41500-401
Total 106720 LOFFLER COMPANIES INC.:							216.37	
160 LYONS OIL MINI MART								
11/08/2021	10/31/21 STA	1	Invoice	FUEL/PD	10/31/2021	11/12/2021	48.22	101-42100-212
11/08/2021	10/31/21 STA	2	Invoice	CAR WASHES/PD	10/31/2021	11/12/2021	30.04	101-42100-221
11/08/2021	10/31/21 STA	3	Invoice	FUEL DISCOUNT/PD	10/31/2021	11/12/2021	.75-	101-42100-212
12/09/2021	11/30/21 STA	1	Invoice	CREDIT/DISCOUNT FOR NOVEMBER 2021	11/30/2021	12/10/2021	.18-	225-45200-212
12/09/2021	11/30/21 STA	2	Invoice	CREDIT/DISCOUNT FOR NOVEMBER 2021	11/30/2021	12/10/2021	9.30-	101-43100-212
12/09/2021	5242042	1	Invoice	FUEL/PW	11/15/2021	12/10/2021	90.96	101-43100-212
12/09/2021	5242310	1	Invoice	FUEL/PW	11/18/2021	12/10/2021	54.27	101-43100-212
12/09/2021	5243126	1	Invoice	FUEL/PW	11/09/2021	12/10/2021	104.15	101-43100-212
12/09/2021	5243127	1	Invoice	FUEL/PW	11/09/2021	12/10/2021	64.38	101-43100-212
11/10/2021	5243574	1	Invoice	FUEL/PW	10/29/2021	11/12/2021	64.76	101-43100-212
12/09/2021	5244412	1	Invoice	FUEL/PW	11/01/2021	12/10/2021	93.07	101-43100-212
12/09/2021	5244476	1	Invoice	FUEL/PW	11/02/2021	12/10/2021	38.29	101-43100-212
11/10/2021	5743005	1	Invoice	FUEL/PW	10/07/2021	11/12/2021	58.18	101-43100-212
11/10/2021	5743073	1	Invoice	FUEL/PW	10/11/2021	11/12/2021	97.66	101-43100-212
11/10/2021	5743319	1	Invoice	FUEL/PARKS	10/18/2021	11/12/2021	37.10	225-45200-212
11/10/2021	5743369	1	Invoice	FUEL/PW	10/20/2021	11/12/2021	130.58	101-43100-212
11/10/2021	5743502	1	Invoice	FUEL/PW	10/22/2021	11/12/2021	70.97	101-43100-212
11/10/2021	5743570	1	Invoice	FUEL/PARKS	10/25/2021	11/12/2021	31.90	225-45200-212
11/10/2021	5743592	1	Invoice	FUEL/PW	10/26/2021	11/12/2021	96.48	101-43100-212
11/10/2021	5743597	1	Invoice	FUEL/PARKS	10/26/2021	11/12/2021	17.60	225-45200-212
11/10/2021	5745417	1	Invoice	FUEL/PW	10/04/2021	11/12/2021	79.32	101-43100-212
11/10/2021	5745453	1	Invoice	FUEL/PARKS	10/05/2021	11/12/2021	19.47	225-45200-212
11/10/2021	5745476	1	Invoice	FUEL/PARKS	10/06/2021	11/12/2021	26.80	225-45200-212
12/09/2021	5763458	1	Invoice	FUEL/PW	11/30/2021	12/10/2021	56.85	101-43100-212
12/09/2021	5763460	1	Invoice	FUEL/PARKS	11/30/2021	12/10/2021	12.48	225-45200-212
12/09/2021	5763490	1	Invoice	CAR WASHES/PD	11/30/2021	12/10/2021	52.57	101-42100-221
12/09/2021	5764038	1	Invoice	FUEL/PW	11/24/2021	12/10/2021	113.04	101-43100-212
11/10/2021	STATEMENT	1	Invoice	CREDIT/DISCOUNT FOR OCTOBER 2021	10/31/2021	11/12/2021	1.97-	22

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171 MEDTOX LABORATORIES INC.								
12/07/2021	1120217991	1	Invoice	NEW EMPLOY DRUG SCREEN B. WENER/PO	11/30/2021	12/08/2021	34.75	101-42100-310
Total 171 MEDTOX LABORATORIES INC.:							34.75	
105998 METERING & TECHNOLOGY SOLUTION								
11/17/2021	20879	1	Invoice	METER GASKET RING/WATER	11/11/2021	11/19/2021	13.42	601-49400-217
Total 105998 METERING & TECHNOLOGY SOLUTION:							13.42	
175 MICHAEL'S TIRE & AUTO								
12/08/2021	131032	1	Invoice	701 TIRE REPAIR/PD	11/30/2021	12/08/2021	20.00	101-42100-221
12/07/2021	131034	1	Invoice	TUBES, CHANGE TIRES/PARKS	11/29/2021	12/08/2021	55.36	225-45200-221
12/07/2021	131255	1	Invoice	RURAL TRUCK #74 TIRE REPAIR	11/20/2021	12/08/2021	50.00	245-42200-221
Total 175 MICHAEL'S TIRE & AUTO:							125.36	
105284 MID-AMERICA BACKFLOW PREVENTOR CO.								
11/17/2021	201060	1	Invoice	BACKFLOW TESTING	06/14/2021	11/19/2021	220.00	601-49400-310
Total 105284 MID-AMERICA BACKFLOW PREVENTOR CO.:							220.00	
106719 MIDWEST TAPE								
11/17/2021	2000018848	1	Invoice	BOOKS/LIBRARY	11/01/2021	11/19/2021	493.84	211-45500-592
Total 106719 MIDWEST TAPE:							493.84	
106803 MISSOURI MUNICIPAL LEAGUE								
11/12/2021	200022384	1	Invoice	DEVELOP SERVICES COORDINATOR JOB P	11/03/2021	11/12/2021	90.00	101-41500-343
Total 106803 MISSOURI MUNICIPAL LEAGUE:							90.00	
104410 MN DEPARTMENT OF HEALTH								
11/12/2021	2022 POOL L	1	Invoice	2022 POOL LICENSE	11/09/2021	11/12/2021	670.00	225-45128-433
11/29/2021	4TH QTR 21	1	Invoice	WATER CONNECT FEES	11/29/2021	11/29/2021	3,081.00	601-49400-310
Total 104410 MN DEPARTMENT OF HEALTH:							3,751.00	
223 MN ENERGY RESOURCES CORP.								
12/09/2021	0503043614	1	Invoice	GAS UTILITY/SEWER	11/29/2021	12/10/2021	25.48	602-49450-383
12/09/2021	0503078391	1	Invoice	GAS UTILITY/FIRE HALL	11/29/2021	12/10/2021	460.39	101-42200-383
12/09/2021	0503494971	1	Invoice	GAS UTILITY/ICE RINK	12/01/2021	12/10/2021	72.94	225-45127-383
11/08/2021	0503494971	1	Invoice	GAS UTILITY/ICE RINK	11/01/2021	11/09/2021	18.89	225-45127-383
12/09/2021	0505377887	1	Invoice	GAS UTILITY/COUNCIL	11/29/2021	12/10/2021	98.40	101-41110-383
12/09/2021	0505377887	2	Invoice	GAS UTILITY/ADMIN	11/29/2021	12/10/2021	98.39	101-41500-383
12/09/2021	0505377887	3	Invoice	GAS UTILITY/PD	11/29/2021	12/10/2021	98.39	101-42100-383
12/09/2021	0506816622	1	Invoice	GAS UTILITY/SEWER	12/01/2021	12/10/2021	17.99	602-49450-383
12/09/2021	0506912263	1	Invoice	GAS UTILITY/PUBLIC WORKS	11/29/2021	12/10/2021	297.15	101-43100-383
12/09/2021	0507609025	1	Invoice	GAS UTILITY/LIBRARY	11/29/2021	12/10/2021	237.57	211-45500-383
Total 223 MN ENERGY RESOURCES CORP.:							1,425.59	
105563 MPPOA								
12/07/2021	2022	1	Invoice	MEMBERSHIP/POLICE	12/06/2021	12/08/2021	50.00	101-42100-433
Total 105563 MPPOA:							50.00	

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105590 MPPOA LDF								
12/07/2021	2022	1	Invoice	2022 LDF DUES/POLICE	12/06/2021	12/08/2021	200.00	101-42100-433
Total 105590 MPPOA LDF:							200.00	
106664 NARDINI FIRE EQUIPMENT								
11/10/2021	IV00187967	1	Invoice	FIRE CELLULAR MONITOR ANNUAL FEE	11/01/2021	11/12/2021	670.02	101-42200-321
Total 106664 NARDINI FIRE EQUIPMENT:							670.02	
106763 NELSON GRANITE LIMITED								
11/17/2021	91935	1	Invoice	KEYS FOR COLUMBARIUM	11/05/2021	11/19/2021	39.61	235-49010-217
Total 106763 NELSON GRANITE LIMITED:							39.61	
106458 NORTHLAND BUSINESS SYSTEMS								
12/02/2021	IN102765	1	Invoice	CLOUD, GETAC/POLICE	07/14/2021	12/08/2021	2,097.97	101-42100-309
Total 106458 NORTHLAND BUSINESS SYSTEMS:							2,097.97	
201 OLMSTED COUNTY PUBLIC HEALTH SERVICES								
11/10/2021	383	1	Invoice	WATER FEES	11/02/2021	11/12/2021	297.60	601-49400-201
Total 201 OLMSTED COUNTY PUBLIC HEALTH SERVICES:							297.60	
202 OLMSTED MEDICAL CENTER								
11/22/2021	11/4/21	1	Invoice	NEW EMPLOYEE DRUG SCREEN/POLICE-B.	11/11/2021	11/24/2021	37.00	101-42100-310
Total 202 OLMSTED MEDICAL CENTER:							37.00	
106161 PEOPLE'S ENERGY COOPERATIVE								
11/18/2021	2643900 NO	1	Invoice	ELEC WELL #3	11/04/2021	11/19/2021	1,538.00	601-49400-381
11/18/2021	2647400 NO	1	Invoice	ELEC SKATING RINK	11/04/2021	11/19/2021	82.00	225-45127-381
11/18/2021	2706100 NO	1	Invoice	ELEC NE LIFT STATION	11/04/2021	11/19/2021	184.00	602-49450-381
11/18/2021	2709900 NO	1	Invoice	ELEC W BROADWAY	11/04/2021	11/19/2021	10.00	101-42500-381
11/18/2021	2714900 NO	1	Invoice	ELEC STREET LIGHTS	11/04/2021	11/19/2021	2,943.00	101-43100-381
11/18/2021	2738000 NO	1	Invoice	ELEC WELL #2	11/04/2021	11/19/2021	1,729.00	601-49400-381
11/18/2021	2739100 NO	1	Invoice	ELEC PUBLIC WORKS BUILDING	11/04/2021	11/19/2021	276.00	101-43100-381
11/18/2021	2747700 NO	1	Invoice	ELEC SW SIREN	11/04/2021	11/19/2021	63.00	101-42500-381
11/18/2021	2764400 NO	1	Invoice	ELEC NW LIFT STATION	11/04/2021	11/19/2021	287.00	602-49450-381
11/18/2021	2767800 NO	1	Invoice	ELEC CEMETERY FLAG LIGHT	11/04/2021	11/19/2021	45.00	235-49010-381
11/18/2021	2777600 NO	1	Invoice	ELEC LIBRARY	11/04/2021	11/19/2021	281.00	211-45500-381
11/18/2021	3036800 NO	1	Invoice	ELEC FIRE HALL	11/04/2021	11/19/2021	148.00	101-42200-381
11/18/2021	3038100 NO	1	Invoice	ELEC CITY HALL/COUNCIL	11/04/2021	11/19/2021	118.66	101-41110-381
11/18/2021	3038100 NO	2	Invoice	ELEC CITY HALL/ADMIN	11/04/2021	11/19/2021	118.67	101-41500-381
11/18/2021	3038100 NO	3	Invoice	ELEC CITY HALL/POLICE	11/04/2021	11/19/2021	118.67	101-42100-381
11/18/2021	3041300 NO	1	Invoice	ELEC WEDGEWOOD PARK	11/04/2021	11/19/2021	53.00	225-45200-381
11/18/2021	3042300 NO	1	Invoice	ELEC WATER TOWER	11/04/2021	11/19/2021	172.00	601-49400-381
11/18/2021	3043900 NO	1	Invoice	ELEC BIKE TRAIL	11/04/2021	11/19/2021	54.00	225-45200-381
11/18/2021	3274000 NO	1	Invoice	ELEC 6TH ST SW LIGHTS	11/04/2021	11/19/2021	85.03	101-43100-381
11/18/2021	3274100 NO	1	Invoice	ELEC 4TH ST SW LIGHTS	11/04/2021	11/19/2021	101.62	101-43100-381
11/18/2021	3274200 NO	1	Invoice	ELEC 2ND ST SW LIGHTS	11/04/2021	11/19/2021	80.31	101-43100-381
11/18/2021	3274300 NO	1	Invoice	ELEC 1ST ST SW LIGHTS	11/04/2021	11/19/2021	71.58	101-43100-381
11/18/2021	3333200 NO	1	Invoice	ELEC TENNIS COURT ECKSTEIN	11/04/2021	11/19/2021	436.00	225-45200-381
Total 106161 PEOPLE'S ENERGY COOPERATIVE:							8,995.54	

Input Date	Invoice	Seq	Type	Description	Invoice Date	Due Date	Total Cost	GL Account
105004 PK MEYER BUILDERS, INC.								
12/06/2021	AUGUST 21-	1	Invoice	AUG 21 TIF PAYMENT-ADDITIONAL PYMT TO	12/06/2021	12/06/2021	1,564.00	505-46500-439
Total 105004 PK MEYER BUILDERS, INC.:							1,564.00	
76 PLAINVIEW EDA								
11/12/2021	DEC 21	1	Invoice	DECEMBER 2021 CONTRIBUTION	11/05/2021	11/12/2021	3,750.00	101-46500-491
Total 76 PLAINVIEW EDA:							3,750.00	
105272 PLAINVIEW LAWN & SNOW								
12/07/2021	9414	1	Invoice	2ND HALF SEXTON FEE 2021	12/01/2021	12/08/2021	600.00	235-49010-401
Total 105272 PLAINVIEW LAWN & SNOW:							600.00	
104365 PLAINVIEW LIONS CLUB								
11/29/2021	DEC 2021	1	Invoice	CITY CONTRIBUTION OLDE FASHIONED CH	11/29/2021	11/29/2021	1,000.00	101-49300-423
Total 104365 PLAINVIEW LIONS CLUB:							1,000.00	
239 PLAINVIEW NEWS								
11/17/2021	69672	1	Invoice	ADVERTISE/SNOW REMOVAL BIDS	10/05/2021	11/19/2021	53.34	101-43125-343
11/17/2021	69708	1	Invoice	ADVERTISE/NOTICE OF PUBLIC HEARING S	10/07/2021	11/19/2021	165.90	101-41500-343
11/17/2021	69742	1	Invoice	ADVERTISE/SNOW REMOVAL BIDS	10/12/2021	11/19/2021	53.34	101-43125-343
11/17/2021	69775	1	Invoice	ADVERTISE/NOTICE OF PUBLIC HEARING S	10/14/2021	11/19/2021	165.90	101-41500-343
11/17/2021	69853	1	Invoice	ADVERTISE/NOTICE OF PUBLIC HEARING S	10/21/2021	11/19/2021	69.75	101-41500-343
11/17/2021	69920	1	Invoice	ADVERTISE/NOTICE OF PUBLIC HEARING S	10/28/2021	11/19/2021	69.75	101-41500-343
Total 239 PLAINVIEW NEWS:							577.98	
238 PLAINVIEW PARTS HOUSE								
11/19/2021	665623	1	Invoice	PARTS/PW	10/01/2021	11/19/2021	100.79	101-43100-221
11/19/2021	665660	1	Invoice	DISPOSABLE GLOVES/SEWER	10/01/2021	11/19/2021	54.14	602-49450-217
11/19/2021	665805	1	Invoice	STARTER/PW	10/04/2021	11/19/2021	.00	101-43100-221
11/19/2021	665891	1	Invoice	CREDIT PARTS/PW	10/05/2021	11/19/2021	3.49	101-43100-221
11/19/2021	666048	1	Invoice	IGNITION COIL/PW	10/07/2021	11/19/2021	30.74	101-43100-221
11/19/2021	666329	1	Invoice	LOW BEAM LIGHT BULB/PW	10/11/2021	11/19/2021	16.99	101-43100-221
11/19/2021	666336	1	Invoice	PARTS/PW	10/11/2021	11/19/2021	5.50	101-43100-221
11/19/2021	666464	1	Invoice	FILTERS/PW	10/13/2021	11/19/2021	35.45	101-43100-221
11/19/2021	666995	1	Invoice	ADAPTERS/PW	10/20/2021	11/19/2021	8.70	101-43100-221
11/19/2021	667028	1	Invoice	ANTIFREEZE/PARKS	10/20/2021	11/19/2021	31.14	225-45200-221
11/19/2021	667234	1	Invoice	IMPACT SOCKET/PW	10/22/2021	11/19/2021	4.11	101-43100-217
11/19/2021	667234	2	Invoice	WARRANTY FROM INVOICE 479808	10/22/2021	11/19/2021	4.11	101-43100-217
11/19/2021	667374	1	Invoice	CABLE TIES/PARKS	10/26/2021	11/19/2021	68.49	225-45200-217
11/19/2021	667532	1	Invoice	BEACON/PW	10/28/2021	11/19/2021	251.67	101-43100-221
Total 238 PLAINVIEW PARTS HOUSE:							600.12	
240 PLAINVIEW POSTMASTER								
12/02/2021	DECEMBER	1	Invoice	UTILITY BILLING	12/02/2021	12/02/2021	206.70	602-49450-201
12/02/2021	DECEMBER	2	Invoice	UTILITY BILLING	12/02/2021	12/02/2021	206.69	601-49400-201
Total 240 PLAINVIEW POSTMASTER:							413.39	
106368 PLAINVIEW-ELGIN-MILLVILLE SCHOOL								
11/17/2021	PL20-125 RE	1	Invoice	REFUND FOR PERMIT PL20-125	11/17/2021	11/19/2021	100.00	101-41500-32210

Input Date	Invoice	Seq	Type	Description	Invoice Date	Due Date	Total Cost	GL Account
Total 106368 PLAINVIEW-ELGIN-MILLVILLE SCHOOL:							100.00	
741 QUILL CORPORATION								
11/17/2021	20524759	1	Invoice	OFFICE SUPPLIES/ADMIN	10/26/2021	11/19/2021	119.05	101-41500-201
11/29/2021	20670178	1	Invoice	HP PRINTER COLLECTION UNIT/ADMIN	11/02/2021	11/29/2021	30.99	101-41500-201
11/29/2021	20691529	1	Invoice	OFFICE SUPPLIES/ADMIN	11/02/2021	11/29/2021	16.99	101-41500-201
11/29/2021	21081422	1	Invoice	BREAKROOM SUPPLIES/ADMIN	11/18/2021	11/29/2021	34.99	101-41500-217
11/29/2021	21097068	1	Invoice	OFFICE SUPPLIES/ADMIN	11/18/2021	11/29/2021	24.94	101-41500-201
11/22/2021	98780085	1	Invoice	CLOCKS, PENCILS/PW	11/19/2021	11/24/2021	49.75	101-43100-201
12/07/2021	98882365	1	Invoice	CALENDARS, STICKY NOTES, PAPER/ADMIN	11/30/2021	12/08/2021	87.90	101-41500-201
12/07/2021	98882365	2	Invoice	DEED PAPER/CEMETERY	11/30/2021	12/08/2021	32.64	235-49010-217
Total 741 QUILL CORPORATION:							397.25	
106438 SAND CREEK GROUP, LTD.								
12/07/2021	SDC2569-IN	1	Invoice	2022 EAP ANNUAL FEE	12/01/2021	12/08/2021	500.00	101-41500-401
Total 106438 SAND CREEK GROUP, LTD.:							500.00	
106807 SCHNEIDER, GREG								
12/01/2021	PL21-14 REF	1	Invoice	REFUND DEPOSIT-PERMIT	12/01/2021	12/08/2021	100.00	101-41500-32210
Total 106807 SCHNEIDER, GREG:							100.00	
268 SELCO								
11/17/2021	49444	1	Invoice	BASIC TECH FEES/PC SUPPORT	11/02/2021	11/19/2021	861.32	211-45500-418
11/17/2021	49488	1	Invoice	COLIBRI BOOK COVERS/LIBRARY	11/03/2021	11/19/2021	1,493.45	211-45500-201
11/17/2021	49498	1	Invoice	BARCODES/LIBRARY	11/15/2021	11/19/2021	34.53	211-45500-201
Total 268 SELCO:							2,389.30	
284 STREICHER'S								
11/08/2021	11/05/21 STA	1	Invoice	I1532464 UNIFORM/B. WENER	11/05/2021	11/12/2021	282.95	101-42100-417
11/08/2021	11/05/21 STA	2	Invoice	I1532466 UNIFORM/B. WENER	11/05/2021	11/12/2021	119.98	101-42100-417
11/08/2021	11/05/21 STA	3	Invoice	I1532474 UNIFORM/I. HENDERSON	11/05/2021	11/12/2021	49.99	101-42100-417
11/17/2021	I1533461	1	Invoice	UNIFORM/J. TIMM	11/08/2021	11/19/2021	119.98	101-42100-417
11/24/2021	I1534914	1	Invoice	UNIFORM/B. WENER	11/16/2021	11/24/2021	111.96	101-42100-417
12/07/2021	I1535182	1	Invoice	UNIFORM/B. WENER	11/17/2021	12/08/2021	184.99	101-42100-417
Total 284 STREICHER'S:							869.85	
105846 SYMBOL ARTS								
11/08/2021	0327356	1	Invoice	BADGE-WENER/POLICE	11/05/2021	11/12/2021	110.00	101-42100-417
Total 105846 SYMBOL ARTS:							110.00	
106808 THOMPSON, GLENN								
12/01/2021	PL21-65 REF	1	Invoice	REFUND DEPOSIT-PERMIT	12/01/2021	12/08/2021	100.00	101-41500-32210
Total 106808 THOMPSON, GLENN:							100.00	
716 THREE RIVERS COMMUNITY ACTION								
12/01/2021	NOVEMBER	1	Invoice	NOVEMBER TRANSIT BUS FEES	11/30/2021	12/08/2021	612.50	101-41500-317
Total 716 THREE RIVERS COMMUNITY ACTION:							612.50	

Input Date	Invoice	Seq	Type	Description	Invoice Date	Due Date	Total Cost	GL Account
104900 TOMS LAWN & CLEANING SERVICE								
12/08/2021	5775	1	Invoice	NOVEMBER CLEANING/LIBRARY	11/30/2021	12/08/2021	760.00	211-45500-401
Total 104900 TOMS LAWN & CLEANING SERVICE:							760.00	
105796 US BANK EQUIPMENT FINANCE								
11/10/2021	456608652	1	Invoice	COPIER/LIBRARY	10/28/2021	11/12/2021	92.55	211-45500-201
12/08/2021	459019881	1	Invoice	COPIER/LIBRARY	11/26/2021	12/08/2021	92.55	211-45500-201
Total 105796 US BANK EQUIPMENT FINANCE:							185.10	
105973 USA BLUEBOOK								
11/17/2021	777241	1	Invoice	VALVES/WATER	11/01/2021	11/19/2021	181.24	601-49400-217
11/17/2021	777241	2	Invoice	VALVE/POOL	11/01/2021	11/19/2021	154.24	225-45128-223
11/17/2021	783407	1	Invoice	VALVES/WATER	11/05/2021	11/19/2021	205.42	601-49400-221
11/17/2021	783407	2	Invoice	VALVE/POOL	11/05/2021	11/19/2021	154.52	225-45128-221
Total 105973 USA BLUEBOOK:							695.42	
105928 VIOLA NURSERY & GREENHOUSE								
11/30/2021	11-20-2021	1	Invoice	PLANTERS/ CITY HALL	11/20/2021	11/30/2021	275.00	101-41500-401
Total 105928 VIOLA NURSERY & GREENHOUSE:							275.00	
105461 VISA/TCM BANK N.A.								
11/10/2021	#0165 NOVE	1	Invoice	AMAZON-BOOKS & UTENSIL/LIBRARY	11/02/2021	11/12/2021	32.84	211-45500-592
11/10/2021	#0165 NOVE	2	Invoice	AMAZON-LOGITECH WIRED HEADSET & BO	11/02/2021	11/12/2021	74.97	211-45500-592
11/10/2021	#0165 NOVE	3	Invoice	AMAZON-BOOKS/LIBRARY	11/02/2021	11/12/2021	52.43	211-45500-592
11/10/2021	#6188 NOVE	1	Invoice	REALTRUCK-BACKRACK/PW	11/02/2021	11/12/2021	367.22	101-43100-221
11/10/2021	#6188 NOVE	2	Invoice	1000BULBS-BULBS/POOL	11/02/2021	11/12/2021	77.64	225-45128-223
11/10/2021	#6196 NOVE	1	Invoice	FLEET FARM-TARGET/PARKS	11/02/2021	11/12/2021	54.05	225-45200-217
11/10/2021	#6196 NOVE	2	Invoice	REINDERS-LAWN SEED MIX/PW	11/02/2021	11/12/2021	109.75	101-43100-222
11/10/2021	#6196 NOVE	3	Invoice	MENARDS-SUPPLIES/PW	11/02/2021	11/12/2021	113.14	101-43100-217
11/10/2021	#6196 NOVE	4	Invoice	MENARDS-CREDIT VOUCHER/PW	11/02/2021	11/12/2021	10.52	101-43100-217
11/10/2021	#6196 NOVE	5	Invoice	HARBOR FREIGHT-SUPPLIES/PW	11/02/2021	11/12/2021	73.19	101-43100-217
11/10/2021	#6592 NOVE	1	Invoice	APPLE.COM/PD	11/02/2021	11/12/2021	.99	101-42100-321
11/10/2021	#6592 NOVE	2	Invoice	PAYPAL REOLINK-CLOUD STORAGE SECURI	11/02/2021	11/12/2021	3.49	101-42100-321
11/10/2021	#6592 NOVE	3	Invoice	INTERNATIONAL TXN FEE/PD	11/02/2021	11/12/2021	.03	101-42100-321
11/10/2021	#6592 NOVE	4	Invoice	FENIEX-RED & BLUE LIGHTS, BRACKETS/P	11/02/2021	11/12/2021	269.06	101-42100-221
11/10/2021	#6592 NOVE	5	Invoice	USPS-WINONA COUNTY ATTORNEY/PD	11/02/2021	11/12/2021	8.70	101-42100-437
11/10/2021	#6592 NOVE	6	Invoice	POSITIVE PROMOTIONS-SHIELD STICKERS/	11/02/2021	11/12/2021	176.45	101-42100-438
11/10/2021	#6592 NOVE	7	Invoice	PAYPAL REOLINK-CAMERAS/PD	11/02/2021	11/12/2021	1,144.49	101-42100-406
11/10/2021	#6592 NOVE	8	Invoice	INTERNATIONAL TXN FEE/PD	11/02/2021	11/12/2021	11.44	101-42100-406
11/10/2021	#6592 NOVE	9	Invoice	AMAZON-WIFI ROUTER/PD	11/02/2021	11/12/2021	75.15	101-42100-438
11/10/2021	#6592 NOVE	10	Invoice	ASP INC-CUFFS/L. SZYMANSKI	11/02/2021	11/12/2021	86.58	101-42100-417
11/10/2021	#6592 NOVE	11	Invoice	ALIEN GEAR-HOLSTER/L. SZYMANSKI	11/02/2021	11/12/2021	181.34	101-42100-417
11/10/2021	#6592 NOVE	12	Invoice	APPLE.COM/PD	11/02/2021	11/12/2021	.99	101-42100-321
11/10/2021	#6592 NOVE	13	Invoice	DANNER-BOOTS/L. SZYMANSKI	11/02/2021	11/12/2021	160.00	101-42100-417
11/10/2021	#6592 NOVE	14	Invoice	SCHEELS-BOOTS/I. HENDERSON	11/02/2021	11/12/2021	159.95	101-42100-417
11/10/2021	#6592 NOVE	15	Invoice	IDENTISYS-CARD PRINTER SOFTWARE/PD	11/02/2021	11/12/2021	134.22	101-42100-309
11/10/2021	#6592 NOVE	16	Invoice	USPS-BOND MONEY/PD	11/02/2021	11/12/2021	8.70	101-42100-437
11/10/2021	#6840 NOVE	1	Invoice	SAM'S CLUB-CANDY FOR TRUNK OR TREAT	11/02/2021	11/12/2021	107.27	101-41110-437
11/10/2021	#6840 NOVE	2	Invoice	AMAZON-VACUUM BAGS/ADMIN	11/02/2021	11/12/2021	46.86	101-41500-211
11/10/2021	#6840 NOVE	3	Invoice	AMAZON-FORKS & SPOONS/ADMIN	11/02/2021	11/12/2021	29.69	101-41500-217
11/10/2021	#6840 NOVE	4	Invoice	CENEX-PIZZA FOR WORK SESSION	11/02/2021	11/12/2021	47.20	101-41110-437
11/10/2021	#6840 NOVE	5	Invoice	LANDS END-UNIFORM/C. KUJATH	11/02/2021	11/12/2021	257.03	101-41500-417
11/10/2021	#6998 NOVE	1	Invoice	CALIBRE PRESS-MEETING FOR J. TIMM & B.	11/02/2021	11/12/2021	398.00	101-42100-331
11/10/2021	#6998 NOVE	2	Invoice	AMAZON-MOBILE HOTSPOT MOUNTING/PD	11/02/2021	11/12/2021	11.66	101-42100-201

Input Date	Invoice	Seq	Type	Description	Invoice Date	Due Date	Total Cost	GL Account
11/10/2021	#6998 NOVE	3	Invoice	MICROSOFT-365 APPS/PD	11/02/2021	11/12/2021	8.86	101-42100-309
11/10/2021	#6998 NOVE	4	Invoice	USPS-STAMPS/PD	11/02/2021	11/12/2021	58.00	101-42100-437
11/10/2021	#6998 NOVE	5	Invoice	KIM'S SALOON-GIFT CARD FOR J. MARTINE	11/02/2021	11/12/2021	50.00	101-42100-437
11/10/2021	#6998 NOVE	6	Invoice	HOSTGATOR.COM-WEEBLY CLOUD PRO/PD	11/02/2021	11/12/2021	8.99	101-42100-321
11/10/2021	#6998 NOVE	7	Invoice	JOHNNY ROCKETS-J. TIMM & B. MILLER ME	11/02/2021	11/12/2021	38.56	101-42100-331
Total 105461 VISA/TCM BANK N.A.:							4,428.41	
307 WABASHA COUNTY AUDITOR/TREAS.								
11/22/2021	11303	1	Invoice	2021 TRUTH IN TAXATION STATEMENTS	11/16/2021	11/24/2021	379.86	101-41500-310
12/08/2021	DECEMBER	1	Invoice	DECEMBER 2021 LEGAL SERVICES CONTR	12/02/2021	12/08/2021	1,800.00	101-42100-304
11/08/2021	NOVEMBER	1	Invoice	NOVEMBER 2021 LEGAL SERVICES CONTR	11/04/2021	11/12/2021	1,800.00	101-42100-304
Total 307 WABASHA COUNTY AUDITOR/TREAS.:							3,979.86	
106269 WATER SYSTEMS COMPANY								
12/02/2021	994971	1	Invoice	WATER/CITY HALL	12/02/2021	12/08/2021	23.25	101-41500-401
Total 106269 WATER SYSTEMS COMPANY:							23.25	
105600 WEX BANK								
11/10/2021	75581301	1	Invoice	FUEL/POLICE DEPT.	10/31/2021	11/12/2021	1,631.57	101-42100-212
Total 105600 WEX BANK:							1,631.57	
106809 WINGERT, JULIE								
12/09/2021	PL 15-87 REF	1	Invoice	REFUND DEPOSIT	12/09/2021	12/10/2021	100.00	101-41500-32210
Total 106809 WINGERT, JULIE:							100.00	
Grand Totals:							1,179,285.94	

Report GL Period Summary

GL Period	Amount
11/21	1,121,078.81
12/21	58,207.13
Grand Totals:	1,179,285.94

Vendor number hash: 11797365
Vendor number hash - split: 20048940
Total number of invoices: 230
Total number of transactions: 328

Terms Description	Invoice Amount	Discount Amount	Net Invoice Amount
Open Terms	1,179,285.94	.00	1,179,285.94
Grand Totals:	1,179,285.94	.00	1,179,285.94

Terms Description	Invoice Amount	Discount Amount	Net Invoice Amount
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Report Criteria:

[Report].GL Account = {<>} "10121709"

PLAINVIEW

CITY COUNCIL ACTION



Executive Summary

City Council Regular Meeting: December 14, 2021

AGENDA ITEM: Permits/Licenses/Donations	AGENDA SECTION: Consent
PREPARED BY: Carol Kujath, City Clerk	AGENDA NO. 6.C.
ATTACHMENTS: None	APPROVED BY: dt
RECOMMENDED ACTION: 1.Motion to approve the following Tobacco Licenses through December 31, 2022: • Kwik Trip, Inc • Family Dollar, Inc • High Plains Cooperative • BP Lyons Oil Company 2.Motion to approve the following Refuse Licenses through December 31, 2022: • Sunshine Sanitation • Waste Management • Hagedorn Enterprises, Inc. DBA Lake City Recycling & Disposal • Lakeshore Recycling Systems LLC	

Summary:

The following companies have submitted the required applications, proof of insurance, and paid the appropriate license fees to the City of Plainview.

Tobacco Licenses

High Plains Coop
Family Dollar Store
Kwik Trip
BP Lyons Oil

Refuse Licenses

Sunshine Sanitation
Waste Management
Hagedorn Enterprises, Inc
Lakeshore REcycling Systems LLC

Recommendation:

Staff recommends the approval of the License Applications for the above companies for 2022.

BUILDING PERMIT REPORT

December 2021

Permit Number & Applicant

PL21-144 Jerry Martin (Edgewood Acres)	408 8 th Ave NE –Manufactured Home	Value: \$None-given Total Fee: \$215.00 Permit Fee: \$84.00 State Surcharge: \$1.00 Mechanical: \$30.00 Refundable Deposit: \$100.00
PL20-158 Jerry Martin (Edgewood Acres)	360 8 th Ave NE – Manufactured Home	Value: \$None-given Total Fee: \$215.00 Permit Fee: \$84.00 State Surcharge: \$1.00 Refundable Deposit: \$100.00
PL21-145 All Craft Exteriors (Jon & Becky Klug)	325 3 rd Ave SE – Reroof	Value: \$11,000.00 Total Fee: \$55.00 Permit Fee: \$54.00 State Surcharge: \$1.00
PL21-147 Priority Construction Services (Chad Ziebell)	520 2 nd Ave NW – Reroof	Value: \$8,200.00 Total Fee: \$55.00 Permit Fee: \$54.00 State Surcharge: \$1.00
PL21-148 All Craft Exteriors (Ryan Kronebusch)	615 1 st Ave NE – Reroof	Value: \$7,000.00 Total Fee: \$55.00 Permit Fee: \$54.00 State Surcharge: \$1.00
PL21-149 Jay Holst	432 West Broadway – Heater for Garage	Value: \$2,000.00 Total Fee: \$30.00 Permit Fee: \$29.00 State Surcharge: \$1.00
PL21-146 Kevin Loechler	40 2 nd St SE - Door	Value: \$2,000.00 Total Fee: \$146.71 Permit Fee: \$27.70 Plan Check Fee: \$18.01 State Surcharge: \$1.00
PL21-		Value: \$ Total Fee: \$ Permit Fee: \$

PLAINVIEW

CITY COUNCIL ACTION



Executive Summary

City Council Regular Meeting: December 14, 2021

AGENDA ITEM:	Dept. Head Reports & Board Minutes	AGENDA SECTION:	Consent
PREPARED BY:	David Todd, City Administrator	AGENDA NO.	6.D.
ATTACHMENTS:	Department Head Reports	APPROVED BY:	dt
RECOMMENDED ACTION: <i>Motion</i> to accept Department reports.			

MONTHLY REPORT OF FINANCE DIRECTOR

November, 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
- Work with DataSmart – IT/Network Issues
- 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, Meter Issues
- 2021 budget process -- the preliminary levy was adopted at the Sept. meeting and certified to Wabasha County. Continued working through the budget process and met with the council budget committee in November to review and make adjustments as needed before the final levy is adopted in December.
- Finalize Fire Truck Process/Sign Contract to move forward with purchase
- Open Enrollment 2022 Benefits
- Annual payrolls

Projects

- Continued water meter changeout program started in March, 2021—coordinating with Public Works. They install the meters in the homes, and I install them in our financial system & the meter reading software and then monitor the systems. Project will continue over a 4-year period. We will be running two software systems for meter reading and billing until the entire city is converted to the new meters. By the end of Nov. 2021 we had installed 201 of the 300 meters we are planning to do this year.
- East Winds, Orchard Hills, potential development projects
- 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 & credit card provider

Reports

- Monthly Department of Labor Report
- Monthly Sales Tax Report

Training

Meetings

- Dept. head meetings/Council meetings/special meetings
- Meet with City Administrator on current issues
- Meetings with council members and staff regarding current issues
- Development Meetings/Skye View Project
- Meet with Mike Bubany/Municipal Financial Advisor
- EDA/Development Services Coordinator position/process

Other Items of Interest

Submitted by Vicki Axley, Finance Director

Account Number	Account Title	2020-20 Prior year Actual	2021-21 Current year Budget	2021-21 Current year Actual	2021-21 Budget Remaining
Council					
101-41110-103	Part-Time Employees	13,300.00	13,300.00	1,041.66	12,258.34
101-41110-122	FICA	1,017.45	1,017.00	79.69	937.31
101-41110-151	Worker s Comp Insurance Prem	64.45	84.00	57.18	26.82
101-41110-201	Office Supplies(paper-pens-et)	181.18	500.00	12.61	487.39
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	21.05	78.95
101-41110-331	Meetings-Conferences (mtgs/mi)	700.00	5,000.00	45.45	4,954.55
101-41110-343	Advertising	.00	.00	142.24	142.24-
101-41110-362	Property - Casualty Ins (Auto)	7,381.76	7,600.00	7,893.71	293.71-
101-41110-381	Electric Utilities	1,416.70	1,725.00	1,420.34	304.66
101-41110-383	Gas Utilities	722.10	1,000.00	461.70	538.30
101-41110-401	Contractual Services	4,800.00	7,200.00	6,600.00	600.00
101-41110-433	Dues and Subscriptions	3,825.00	10,000.00	6,147.00	3,853.00
101-41110-437	Miscellaneous	665.08	100.00	461.71	361.71-
101-41110-440	City Cleanup	1,297.01	6,600.00	5,891.84	708.16
Total Council:		37,513.47	61,226.00	30,276.18	30,949.82
Elections					
101-41410-103	Part-Time Employees	6,620.00	.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	840.00	160.00
Total Elections:		11,257.14	1,500.00	840.00	660.00
Administration					
101-41500-101	Full-Time Employees Regular	247,759.75	313,081.00	252,068.46	61,012.54
101-41500-102	Full-Time Employees Overtime	21,036.58	5,000.00	10,940.99	5,940.99-
101-41500-103	Part-Time Employees	87,799.17	.00	.00	.00
101-41500-120	CENTRAL PENSION FUND	.00	2,995.20	2,764.80	230.40
101-41500-121	PERA	22,043.52	23,893.00	19,219.00	4,674.00
101-41500-122	FICA	26,795.96	24,391.00	23,498.28	892.72
101-41500-131	Employer Paid Health	50,507.95	81,553.20	61,788.61	19,764.59
101-41500-151	Worker s Comp Insurance Prem	3,157.12	3,315.00	2,256.72	1,058.28
101-41500-201	Office Supplies(paper-pens-et)	7,831.95	6,000.00	3,851.16	2,148.84
101-41500-211	Operating Supplies - Cleaning	1,008.80	1,075.00	540.67	534.33
101-41500-217	Other Operating Supplies	1,023.17	1,000.00	998.15	1.85
101-41500-221	Repair/Maint - Equipment	1,573.27	500.00	572.22	72.22-
101-41500-223	Repair/Maintain - Building	2,572.34	2,500.00	1,135.27	1,364.73
101-41500-227	Repair/Maintain - Amb Building	167.80	2,500.00	3,398.67	898.67-
101-41500-301	Auditing and Acct g Services	27,200.00	28,000.00	28,100.00	100.00-
101-41500-303	Engineering Fees	7,181.00	7,500.00	49,591.50	42,091.50-
101-41500-304	Legal Fees	32,591.77	40,000.00	18,500.76	21,499.24
101-41500-309	Software and Design	24,040.67	12,500.00	15,342.09	2,842.09-
101-41500-310	Other Professional Services	7,659.76	9,000.00	3,800.87	5,199.13
101-41500-312	CITY WEBSITE	.00	2,650.00	2,650.00	.00
101-41500-316	Building Inspections	27,120.19	22,000.00	20,321.84	1,678.16
101-41500-317	Dial A Ride Bus	4,569.25	8,000.00	5,523.00	2,477.00
101-41500-321	Communications	5,576.10	6,500.00	5,620.97	879.03
101-41500-322	Postage	522.70	500.00	1,092.70	592.70-
101-41500-331	Meetings-Conferences (mtgs/mi)	2,521.95	6,500.00	928.37	5,571.63
101-41500-343	Advertising	2,922.00	2,500.00	4,360.99	1,860.99-

Account Number	Account Title	2020-20 Prior year Actual	2021-21 Current year Budget	2021-21 Current year Actual	2021-21 Budget Remaining
101-41500-362	Property - Casualty Ins (Auto)	3,916.56	5,500.00	5,712.56	212.56-
101-41500-381	Electric Utilities	1,416.69	2,070.00	1,420.35	649.65
101-41500-383	Gas Utilities	722.10	1,200.00	461.72	738.28
101-41500-401	Contractual Services	15,684.08	12,315.00	11,311.79	1,003.21
101-41500-406	Safety	.00	500.00	.00	500.00
101-41500-417	Uniforms	1,223.48	1,800.00	760.20	1,039.80
101-41500-433	Dues and Subscriptions	600.50	1,500.00	2,463.21	963.21-
101-41500-434	Sales Tax Paid	3.00	15.00	5.00	10.00
101-41500-437	Miscellaneous	406.57	500.00	837.67	337.67-
101-41500-442	Bank Service Charges	3,599.26	4,000.00	2,910.59	1,089.41
101-41500-443	Credit Card Merchant Fees	1,932.56	1,800.00	2,025.69	225.69-
101-41500-444	XPRESS Bill Pay Fees	4,703.12	4,500.00	4,810.62	310.62-
101-41500-445	Legal Settlements	.00	.00	47,618.91	47,618.91-
101-41500-560	Furniture & Fixtures	.00	.00	2,422.29	2,422.29-
101-41500-570	Office Equipment & Furnishings	.00	10,000.00	.00	10,000.00
101-41500-580	Computers & Technology	26,405.94	52,500.00	.00	52,500.00
101-41500-590	Capital Outlay	.00	70,655.00	77,631.00	6,976.00-
101-41500-705	Tansfers Out-CARES Act Funds	191,730.26	.00	.00	.00
Total Administration:		867,526.89	782,308.40	699,257.69	83,050.71
Police					
101-42100-101	Full-Time Employees Regular	489,508.07	491,956.00	517,581.17	25,625.17-
101-42100-102	Full-Time Employees Overtime	21,053.29	18,000.00	23,375.72	5,375.72-
101-42100-103	Part-Time Employees	60,254.06	50,000.00	18,305.70	31,694.30
101-42100-120	CENTRAL PENSION FUND	.00	998.40	921.60	76.80
101-42100-121	PERA	75,669.20	88,750.00	87,543.47	1,206.53
101-42100-122	FICA	12,948.14	11,220.00	11,930.89	710.89-
101-42100-131	Employer Paid Health	80,901.21	130,459.60	143,750.19	13,290.59-
101-42100-151	Worker s Comp Insurance Prem	21,587.75	33,500.00	22,805.41	10,694.59
101-42100-201	Office Supplies(paper-pens-et)	2,215.39	3,000.00	3,564.76	564.76-
101-42100-212	Motor Fuels-Gas	13,093.64	13,000.00	15,839.36	2,839.36-
101-42100-217	Other Operating Supplies	117.50	.00	471.46	471.46-
101-42100-221	Repair/Maint - Equipment	17,860.63	16,000.00	10,705.27	5,294.73
101-42100-228	Repair/Maintain Other	1,031.25	3,000.00	740.64	2,259.36
101-42100-304	Legal Fees	23,400.00	21,600.00	19,800.00	1,800.00
101-42100-309	Software and Design	3,239.70	5,000.00	4,349.63	650.37
101-42100-310	Other Professional Services	9,601.70	5,000.00	78.00	4,922.00
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	217.80	982.20
101-42100-321	Communications	10,835.56	14,000.00	11,456.43	2,543.57
101-42100-322	Postage	.00	.00	29.47	29.47-
101-42100-331	Meetings-Conferences (mtgs/mi)	2,240.79	7,500.00	1,571.18	5,928.82
101-42100-343	Advertising	350.00	.00	100.00	100.00-
101-42100-362	Property - Casualty Ins (Auto)	5,727.23	5,899.00	6,126.98	227.98-
101-42100-381	Electric Utilities	1,416.61	1,970.00	1,420.31	549.69
101-42100-383	Gas Utilities	722.04	1,000.00	461.73	538.27
101-42100-406	Safety	1,429.98	1,000.00	1,181.99	181.99-
101-42100-417	Uniforms	17,931.68	9,000.00	10,164.98	1,164.98-
101-42100-418	Range/Ammo	6,241.96	6,000.00	5,062.59	937.41
101-42100-433	Dues and Subscriptions	1,797.59	1,000.00	2,454.48	1,454.48-
101-42100-436	Towing Charges	.00	200.00	193.28	6.72
101-42100-437	Miscellaneous	4,088.38	3,000.00	364.85	2,635.15
101-42100-438	Police - DARE Prog	1,411.23	5,000.00	1,049.59	3,950.41
101-42100-446	NSF Checks	795.88	1,000.00	.00	1,000.00

Account Number	Account Title	2020-20 Prior year Actual	2021-21 Current year Budget	2021-21 Current year Actual	2021-21 Budget Remaining
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	16,800.00	9,077.66	7,722.34
Total Police:		1,023,526.48	968,053.00	932,696.59	35,356.41
City Fire					
101-42200-103	Part-Time Employees	14,843.61	20,000.00	14,791.37	5,208.63
101-42200-122	FICA	1,135.57	1,530.00	1,131.55	398.45
101-42200-151	Worker s Comp Insurance Prem	3,837.84	4,030.00	2,743.45	1,286.55
101-42200-201	Office Supplies(paper-pens-et)	146.94	600.00	166.51	433.49
101-42200-207	Fire Prevention Instruct Supps	1,210.00	2,000.00	960.00	1,040.00
101-42200-211	Operating Supplies - Cleaning	20.52	200.00	69.37	130.63
101-42200-212	Motor Fuels-Gas	703.35	1,000.00	87.41	912.59
101-42200-217	Other Operating Supplies	2,425.34	200.00	513.88	313.88-
101-42200-221	Repair/Maint - Equipment	13,474.05	20,000.00	14,204.13	5,795.87
101-42200-223	Repair/Maintain - Building	1,797.05	8,000.00	3,566.68	4,433.32
101-42200-226	Foam	937.50	2,000.00	625.00	1,375.00
101-42200-228	Repair/Maintain - Other	.00	1,500.00	2,514.55	1,014.55-
101-42200-309	Software and Design	6.49	.00	64.41	64.41-
101-42200-310	Other Professional Services	327.00	1,000.00	411.00	589.00
101-42200-315	Jaws of Life	.00	500.00	.00	500.00
101-42200-321	Communications	2,897.20	2,000.00	3,496.58	1,496.58-
101-42200-322	Postage	84.20	100.00	29.60	70.40
101-42200-331	Meetings-Conferences (mtgs/mi)	510.00	2,000.00	3,503.89	1,503.89-
101-42200-343	Advertising	405.60	500.00	.00	500.00
101-42200-362	Property - Casualty Ins (Auto)	6,283.41	6,475.00	6,725.23	250.23-
101-42200-381	Electric Utilities	2,173.00	2,875.00	2,197.00	678.00
101-42200-383	Gas Utilities	2,925.87	4,000.00	2,091.53	1,908.47
101-42200-384	Garbage Service	611.39	658.00	602.36	55.64
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	484.43	9,515.57
101-42200-433	Dues and Subscriptions	1,355.00	1,000.00	645.00	355.00
101-42200-437	Miscellaneous	.00	300.00	.00	300.00
101-42200-520	Capital Outlay-Bldg & Structur	78,850.00	.00	.00	.00
101-42200-590	Capital Outlay	.00	.00	1,025,006.00	1,025,006.00-
Total City Fire:		138,389.28	93,968.00	1,086,630.93	992,662.93-
Emergency Management					
101-42500-103	Part-Time Employees	1,122.61	1,135.00	1,156.29	21.29-
101-42500-122	FICA	85.88	87.00	88.46	1.46-
101-42500-221	Repair/Maint - Equipment	.00	6,000.00	92.88	5,907.12
101-42500-310	Other Professional Services	660.00	660.00	660.00	.00
101-42500-381	Electric Utilities	522.00	800.00	659.00	141.00
Total Emergency Management:		2,390.49	8,682.00	2,656.63	6,025.37
Public Works (GENERAL)					
101-43100-101	Full-Time Employees Regular	113,564.63	115,061.00	103,193.93	11,867.07
101-43100-102	Full-Time Employees Overtime	2,586.60	5,000.00	1,670.16	3,329.84
101-43100-120	CENTRAL PENSION FUND	.00	838.65	725.82	112.83
101-43100-121	PERA	8,323.60	8,919.26	7,684.45	1,234.81
101-43100-122	FICA	8,576.18	12,986.00	7,913.45	5,072.55
101-43100-131	Employer Paid Health	24,959.52	28,292.35	25,925.88	2,366.47
101-43100-151	Worker s Comp Insurance Prem	17,115.67	23,184.00	15,782.71	7,401.29

Account Number	Account Title	2020-20 Prior year Actual	2021-21 Current year Budget	2021-21 Current year Actual	2021-21 Budget Remaining
101-43100-201	Office Supplies(paper-pens-et)	694.03	500.00	140.86	359.14
101-43100-211	Operating Supplies - Cleaning	7.92	100.00	51.30	48.70
101-43100-212	Motor Fuels-Gas	5,491.35	6,000.00	6,108.05	108.05-
101-43100-217	Other Operating Supplies	12,646.83	16,275.00	10,825.00	5,450.00
101-43100-221	Repair/Maint - Equipment	16,805.50	25,000.00	9,196.18	15,803.82
101-43100-222	Tree trimming	16,620.25	20,000.00	18,317.25	1,682.75
101-43100-223	Repair/Maintain - Building	5,300.08	7,500.00	1,376.14	6,123.86
101-43100-224	Repair/Maintain - Streets	23,041.69	100,000.00	92,337.45	7,662.55
101-43100-225	Repair/Maint - Detention Ponds	.00	20,000.00	3,950.00	16,050.00
101-43100-226	Sidewalk Repairs	47,933.55	60,000.00	50,531.03	9,468.97
101-43100-229	Refunds	.00	.00	104.00	104.00-
101-43100-303	Engineering Fees	.00	30,000.00	22,306.24	7,693.76
101-43100-310	Other Professional Services	16,935.26	30,000.00	18,961.21	11,038.79
101-43100-321	Communications	3,142.92	5,000.00	3,097.22	1,902.78
101-43100-322	Postage	182.30	100.00	21.05	78.95
101-43100-331	Meetings-Conferences (mtgs/mi)	110.60	400.00	.00	400.00
101-43100-343	Advertising	.00	300.00	320.04	20.04-
101-43100-362	Property - Casualty Ins (Auto)	15,908.97	16,386.00	17,019.25	633.25-
101-43100-381	Electric Utilities	31,581.59	39,799.00	36,699.65	3,099.35
101-43100-383	Gas Utilities	3,166.23	5,000.00	1,887.75	3,112.25
101-43100-384	Garbage Service	1,489.79	2,340.00	1,350.69	989.31
101-43100-401	Contractual Services	232.28	850.00	.00	850.00
101-43100-406	Safety	619.99	1,000.00	583.16	416.84
101-43100-417	Uniforms	954.06	600.00	375.99	224.01
101-43100-418	Rentals	354.55	1,000.00	135.57	864.43
101-43100-437	Miscellaneous	206.83	500.00	.00	500.00
101-43100-590	Capital Outlay	169,248.83	74,500.00	73,901.63	598.37
Total Public Works (GENERAL):		547,801.60	657,431.26	532,493.11	124,938.15
Ice & Snow Removal					
101-43125-101	Full-Time Employees Regular	21,631.29	21,803.00	19,655.98	2,147.02
101-43125-102	Full-Time Employees Overtime	492.53	1,000.00	318.11	681.89
101-43125-120	CENTRAL PENSION FUND	.00	159.75	138.18	21.57
101-43125-121	PERA	1,585.35	1,688.26	1,463.72	224.54
101-43125-122	FICA	1,633.52	1,722.03	1,507.22	214.81
101-43125-131	Employer Paid Health	4,629.96	5,316.25	4,797.92	518.33
101-43125-212	Motor Fuels-Gas	3,946.96	8,000.00	2,423.73	5,576.27
101-43125-217	Other Operating Supplies	8,145.90	14,000.00	7,431.92	6,568.08
101-43125-221	Repair/Maint - Equipment	1,233.25	8,000.00	6,494.96	1,505.04
101-43125-310	Other Professional Services	30,050.00	40,000.00	11,327.75	28,672.25
101-43125-343	Advertising	93.60	.00	106.68	106.68-
101-43125-437	Miscellaneous	678.00	.00	.00	.00
101-43125-590	Capital Outlay	108,500.00	.00	.00	.00
Total Ice & Snow Removal:		182,620.36	101,689.29	55,666.17	46,023.12
Economic Development					
101-46500-491	EDA Contributions	48,500.00	45,000.00	45,000.00	.00
Total Economic Development:		48,500.00	45,000.00	45,000.00	.00
One-Meeting Community Planning					
101-46700-437	Miscellaneous Expenses	.00	.00	11,937.00	11,937.00-

Account Number	Account Title	2020-20 Prior year Actual	2021-21 Current year Budget	2021-21 Current year Actual	2021-21 Budget Remaining
Total One-Meeting Community Planning:		.00	.00	11,937.00	11,937.00-
Other Finanacing Uses/Contrib					
101-49300-422	Corn on the Cob Activities	3,000.00	3,000.00	3,000.00	.00
101-49300-423	Ye Old Fashioned Christmas	.00	1,000.00	1,000.00	.00
101-49300-424	Sesquicentennial/Garden Club	300.00	300.00	300.00	.00
101-49300-425	Plainview Community Center	12,500.00	12,500.00	12,500.00	.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	16,800.00	1,000.00
Libraries (GENERAL)					
211-45500-101	Full-Time Employees Regular	71,877.25	68,890.00	99,967.21	31,077.21-
211-45500-102	Full-Time Employees Overtime	387.60	.00	.00	.00
211-45500-103	Part-Time Employees	57,303.81	63,766.00	18,845.15	44,920.85
211-45500-121	PERA	9,270.21	9,949.00	8,788.67	1,160.33
211-45500-122	FICA	9,795.23	10,148.00	8,989.73	1,158.27
211-45500-131	Employer Paid Health	12,568.89	37,108.00	34,391.92	2,716.08
211-45500-151	Worker s Comp Insurance Prem	784.52	800.00	544.61	255.39
211-45500-201	Office Supplies(paper-pens-et)	6,515.57	4,000.00	4,475.99	475.99-
211-45500-221	Repair/Maint - Equipment	1,615.73	4,000.00	4,153.59	153.59-
211-45500-223	Repair/Maintain - Building	4,134.42	3,000.00	3,180.38	180.38-
211-45500-310	Other Professional Services	77.75	75.00	71.75	3.25
211-45500-321	Communications	588.13	750.00	610.59	139.41
211-45500-322	Postage	105.24	.00	21.05	21.05-
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	5,193.23	193.23-
211-45500-381	Electric Utilities	3,063.00	4,000.00	3,606.00	394.00
211-45500-383	Gas Utilities	1,621.06	2,000.00	1,010.86	989.14
211-45500-401	Contractual Services	8,440.00	9,000.00	7,600.00	1,400.00
211-45500-418	Rentals	11,594.01	13,000.00	10,943.80	2,056.20
211-45500-434	Sales Tax Paid	131.00	160.00	111.00	49.00
211-45500-437	Miscellaneous	594.02	1,500.00	3,763.89	2,263.89-
211-45500-590	Capital Outlay	50,393.01	.00	1,539.60-	1,539.60
211-45500-592	Books/Periodicals	25,566.06	30,000.00	26,286.67	3,713.33
Total Libraries (GENERAL):		282,963.88	267,646.00	241,016.49	26,629.51
Libraries (GENERAL)					
215-45500-223	Repair/Maintain - Building	20,651.84	.00	.00	.00
Total Libraries (GENERAL):		20,651.84	.00	.00	.00
ICE RINK					
225-45127-212	Motor Fuels-Gas	23.39	100.00	121.56	21.56-
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	13.15	486.85
225-45127-223	Repair/Maintain - Building	.00	1,000.00	.00	1,000.00
225-45127-381	Electric Utilities	577.00	400.00	812.00	412.00-
225-45127-383	Gas Utilities	358.08	800.00	306.66	493.34
225-45127-437	Miscellaneous	.00	.00	500.00	500.00-
Total ICE RINK:		1,466.00	4,300.00	3,012.37	1,287.63

Account Number	Account Title	2020-20 Prior year Actual	2021-21 Current year Budget	2021-21 Current year Actual	2021-21 Budget Remaining
POOL					
225-45128-103	Part-Time Employees	5,000.00	70,000.00	71,714.31	1,714.31-
225-45128-121	PERA	375.00	578.00	653.48	75.48-
225-45128-122	FICA	382.50	5,215.00	5,486.21	271.21-
225-45128-151	Worker s Comp Insurance Prem	3,447.26	4,288.00	2,919.09	1,368.91
225-45128-211	Operating Supplies - Cleaning	.00	300.00	233.07	66.93
225-45128-217	Other Operating Supplies	4.30	6,000.00	6,729.22	729.22-
225-45128-221	Repair/Maint - Equipment	1,574.49	4,015.00	2,014.18	2,000.82
225-45128-223	Repair/Maintain - Building	252.00	750.00	833.53	83.53-
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	7,373.18	373.18-
225-45128-309	SOFTWARE & DESIGN	.00	.00	3,254.69	3,254.69-
225-45128-310	Other Professional Services	.00	2,800.00	2,552.75	247.25
225-45128-321	Communications	597.51	500.00	729.72	229.72-
225-45128-322	Postage	84.20	100.00	.00	100.00
225-45128-331	Meetings-Conferences (mtgs/mi)	550.00	2,000.00	1,572.00	428.00
225-45128-343	Advertising	93.60	200.00	190.80	9.20
225-45128-362	Property - Casualty Ins (Auto)	13,745.35	14,158.00	14,705.15	547.15-
225-45128-381	Electric Utilities	782.00	7,084.00	6,933.00	151.00
225-45128-383	Gas Utilities	.00	4,895.00	4,991.78	96.78-
225-45128-417	UNIFORMS	.00	4,000.00	1,894.35	2,105.65
225-45128-418	Rentals	.00	150.00	.00	150.00
225-45128-433	Dues and Subscriptions	670.00	1,350.00	670.00	680.00
225-45128-434	Sales Tax Paid	9.00	3,500.00	4,038.00	538.00-
225-45128-437	Miscellaneous	.00	300.00	.00	300.00
225-45128-443	Credit Card Merchant Fees	.00	.00	1,502.95	1,502.95-
225-45128-590	Capital Outlay	26,750.00	.00	26,750.00	26,750.00-
Total POOL:		54,317.21	140,183.00	167,741.46	27,558.46-
PARKS					
225-45200-101	Full-Time Employees Regular	54,003.75	55,503.34	52,288.75	3,214.59
225-45200-102	Full-Time Employees Overtime	3,012.02	5,000.00	3,669.06	1,330.94
225-45200-103	Part-Time Employees	14,001.64	16,785.00	11,366.02	5,418.98
225-45200-120	CENTRAL PENSION FUND	.00	998.40	921.60	76.80
225-45200-121	PERA	4,154.32	4,537.75	4,136.61	401.14
225-45200-122	FICA	5,355.12	5,912.56	5,127.34	785.22
225-45200-131	Employer Paid Health	13,026.62	14,637.00	14,825.10	188.10-
225-45200-151	Worker s Comp Insurance Prem	2,217.66	2,838.00	1,932.00	906.00
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	3,455.41	44.59
225-45200-217	Other Operating Supplies	8,322.63	5,275.00	4,039.83	1,235.17
225-45200-221	Repair/Maint - Equipment	3,071.55	6,535.00	1,323.00	5,212.00
225-45200-223	Repair/Maintain - Building	112.37	5,000.00	4,947.54	52.46
225-45200-228	Repair/Maintain - Other	332.49	500.00	.00	500.00
225-45200-229	Refunds	60.00	.00	125.00	125.00-
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	1,040.25	959.75
225-45200-321	Communications	659.34	600.00	168.70	431.30
225-45200-331	Meetings-Conferences (mtgs/mi)	25.00	100.00	.00	100.00
225-45200-343	Advertising	187.20	250.00	284.46	34.46-
225-45200-362	Property - Casualty Ins (Auto)	18,328.41	18,878.00	19,607.56	729.56-
225-45200-381	Electric Utilities	1,406.40	3,500.00	2,270.00	1,230.00
225-45200-383	Gas Utilities	224.41	185.00	105.98	79.02
225-45200-384	Garbage Service	1,745.79	1,800.00	1,595.88	204.12
225-45200-406	Safety	.00	200.00	.00	200.00

Account Number	Account Title	2020-20 Prior year Actual	2021-21 Current year Budget	2021-21 Current year Actual	2021-21 Budget Remaining
225-45200-417	Uniforms	600.00	600.00	165.00	435.00
225-45200-418	Rentals	30.00	2,000.00	.00	2,000.00
225-45200-434	Sales Tax Paid	16.00	100.00	93.00	7.00
225-45200-520	Capital Outlay-Bldg & Structur	.00	73,668.00	24,500.00	49,168.00
225-45200-590	Capital Outlay	26,465.64	.00	58,273.68	58,273.68-
Total PARKS:		161,718.03	232,003.05	216,261.77	15,741.28
Cemetery					
235-49010-217	Other Operating Supplies	1,094.15	2,500.00	465.50	2,034.50
235-49010-221	Repair/Maint - Equipment	.00	500.00	1,432.37	932.37-
235-49010-228	Repair/Maintain - Other	4.98	500.00	119.56	380.44
235-49010-229	Refunds	.00	.00	250.00	250.00-
235-49010-258	Columbarium Plaques	.00	.00	1,313.50	1,313.50-
235-49010-309	Software & Design	640.00	.00	640.00	640.00-
235-49010-310	Other Professional Services	1,905.89	2,500.00	1,612.00	888.00
235-49010-362	Property - Casualty Ins (Auto)	3,403.25	3,573.00	3,711.08	138.08-
235-49010-381	Electric Utilities	307.70	402.00	382.00	20.00
235-49010-384	Garbage Service	1,730.79	1,800.00	1,595.88	204.12
235-49010-401	Contractual Services	30,330.00	32,000.00	27,710.00	4,290.00
235-49010-590	Capital Outlay	.00	.00	6,681.00	6,681.00-
Total Cemetery:		39,416.76	43,775.00	45,912.89	2,137.89-
Cemetery Perpetual Care					
240-49015-590	Capital Outlay	8,041.55	.00	23,075.00	23,075.00-
Total Cemetery Perpetual Care:		8,041.55	.00	23,075.00	23,075.00-
RURAL FIRE					
245-42200-103	Part-Time Employees	6,593.60	10,000.00	8,461.36	1,538.64
245-42200-122	FICA	504.41	765.00	647.31	117.69
245-42200-151	Worker s Comp Insurance Prem	3,849.93	4,042.00	2,751.63	1,290.37
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	1,334.01	165.99
245-42200-217	Other Operating Supplies	198.12	200.00	818.67	618.67-
245-42200-221	Repair/Maint - Equipment	9,306.83	10,000.00	10,786.97	786.97-
245-42200-226	Foam	937.50	2,000.00	625.00	1,375.00
245-42200-228	Repair/Maintain - Other	.00	500.00	1,351.83	851.83-
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	6,722.11	250.11-
245-42200-401	Contractual Services	.00	1,500.00	.00	1,500.00
245-42200-417	Uniform	1,428.35	300.00	484.42	184.42-
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
245-42200-700	Transfers Out	23,800.41	.00	.00	.00
Total RURAL FIRE:		59,306.05	40,379.00	33,983.31	6,395.69
RURAL FIRE EQUIPMENT FUND					
246-42200-590	Capital Outlay	236,946.62	.00	.00	.00

Account Number	Account Title	2020-20 Prior year Actual	2021-21 Current year Budget	2021-21 Current year Actual	2021-21 Budget Remaining
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	33,260.41	2,934.59
250-42300-490	Donations - Fire Relief Assoc	13,200.00	16,200.00	6,987.98	9,212.02
Total Fire Relief:		52,335.13	52,395.00	40,248.39	12,146.61
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	41,230.00	.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	119,230.00	1,000.00
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
CAPITAL IMPROVEMENT FUND					
405-48000-700	Tansfers Out	524,383.00	298,123.00	.00	298,123.00
Total CAPITAL IMPROVEMENT FUND:		524,383.00	298,123.00	.00	298,123.00
2019 DOWNTOWN PROJECT					
416-48000-303	Engineering Fees	130,588.31	.00	5,833.75	5,833.75-
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	5,833.75	5,833.75-
2020 STREET/UTIL IMPROVE PROJ					
417-48000-303	Engineering Fees	525,378.45	.00	58,237.50	58,237.50-
417-48000-352	General Notices and Pub Info	489.46	.00	.00	.00
417-48000-530	Capital-Other Improvements	2,236,774.62	.00	298,263.36	298,263.36-
Total 2020 STREET/UTIL IMPROVE PROJ:		2,762,642.53	.00	356,500.86	356,500.86-
TIF 1-9 LEVAN					
505-46500-310	Other Professional Services	1,000.00	.00	1,000.00	1,000.00-
505-46500-439	TIF Payments	61,638.38	.00	965.00	965.00-
Total TIF 1-9 LEVAN:		62,638.38	.00	1,965.00	1,965.00-
TIF DOWNTOWN REDEVELOPMENT					
506-46500-310	Other Professional Services	1,000.00	.00	1,000.00	1,000.00-
506-46500-439	TIF Payments	7,063.00	7,500.00	7,592.00	92.00-
Total TIF DOWNTOWN REDEVELOPMENT:		8,063.00	7,500.00	8,592.00	1,092.00-
Water Utilities (GENERAL)					
601-49400-101	Full-Time Employees Regular	52,563.07	53,663.79	50,683.70	2,980.09
601-49400-102	Full-Time Employees Overtime	1,556.17	6,500.00	2,509.08	3,990.92

Account Number	Account Title	2020-20 Prior year Actual	2021-21 Current year Budget	2021-21 Current year Actual	2021-21 Budget Remaining
601-49400-120	CENTRAL PENSION FUND	.00	998.40	921.60	76.80
601-49400-121	PERA	6,225.17-	4,512.29	3,966.97	545.32
601-49400-122	FICA	4,021.68	4,602.53	4,046.31	556.22
601-49400-131	Employer Paid Health	14,280.27	14,637.00	14,846.43	209.43-
601-49400-151	Worker s Comp Insurance Prem	1,226.47	1,575.00	1,072.20	502.80
601-49400-201	Office Supplies(paper-pens-et)	4,166.74	3,500.00	3,233.91	266.09
601-49400-212	Motor Fuels-Gas	125.14	750.00	621.50	128.50
601-49400-217	Other Operating Supplies	9,112.85	10,000.00	6,589.76	3,410.24
601-49400-221	Repair/Maint -WELLS	2,980.26	30,000.00	24,474.30	5,525.70
601-49400-223	Repair/Maintain - Building	1,094.18	500.00	99.80	400.20
601-49400-228	Repair-Water Main Repairs	13,173.51	30,000.00	31,632.52	1,632.52-
601-49400-229	Refunds	1,307.68	500.00	3,519.53	3,019.53-
601-49400-303	Engineering Fees	.00	10,000.00	.00	10,000.00
601-49400-309	Software and Design	3,389.92	5,000.00	4,042.12	957.88
601-49400-310	Other Professional Services	17,861.70	17,000.00	17,252.93	252.93-
601-49400-321	Communications	.00	.00	1,082.24	1,082.24-
601-49400-322	Postage	492.60	100.00	349.20	249.20-
601-49400-331	Meetings-Conferences (mtgs/mi)	.00	1,500.00	744.18	755.82
601-49400-343	Advertising	327.50	400.00	47.40	352.60
601-49400-362	Property - Casualty Ins (Auto)	6,999.95	7,210.00	7,488.64	278.64-
601-49400-381	Electric Utilities	34,628.60	43,700.00	38,088.00	5,612.00
601-49400-401	Contractual Services	3,595.01	1,500.00	926.10	573.90
601-49400-406	SAFETY	94.19	1,200.00	.00	1,200.00
601-49400-417	Uniforms	596.60	600.00	386.57	213.43
601-49400-420	Depreciation	90,406.00	90,000.00	.00	90,000.00
601-49400-433	Dues and Subscriptions	378.00	1,500.00	300.00	1,200.00
601-49400-434	Sales Tax Paid	.35	250.00	1.25	248.75
601-49400-437	Miscellaneous	.50	200.00	.00	200.00
601-49400-550	WA Meter Replacement Program	.00	85,000.00	93,573.85	8,573.85-
601-49400-580	Computers & Technology	4,066.72	4,500.00	.00	4,500.00
601-49400-590	Capital Outlay	.00	.00	5,107.01	5,107.01-
601-49400-601	Debt Srv Bond Principal	.00	194,000.00	194,000.00	.00
601-49400-611	Bond Interest	5,964.46	33,031.00	33,029.75	1.25
601-49400-700	Transfers Out	436,154.47	50,000.00	.00	50,000.00
Total Water Utilities (GENERAL):		704,339.42	708,430.01	544,636.85	163,793.16

Sewer (GENERAL)

602-49450-101	Full-Time Employees Regular	57,544.46	57,342.89	54,324.84	3,018.05
602-49450-102	Full-Time Employees Overtime	5,084.49	6,500.00	4,807.97	1,692.03
602-49450-120	CENTRAL PENSION FUND	.00	998.40	921.60	76.80
602-49450-121	PERA	13,126.84-	4,788.22	4,412.46	375.76
602-49450-122	FICA	4,561.69	4,883.99	4,500.73	383.26
602-49450-131	Employer Paid Health	24,422.94	14,637.00	14,856.86	219.86-
602-49450-201	Office Supplies(paper-pens-et)	2,737.32	3,000.00	2,055.07	944.93
602-49450-212	Motor Fuels-Gas	.00	250.00	200.89	49.11
602-49450-217	Other Operating Supplies	601.72	6,500.00	2,692.11	3,807.89
602-49450-221	Repair/Maint - Equipment	18,954.38	16,000.00	31,818.04	15,818.04-
602-49450-223	BUILDING REPAIR	.00	.00	74.85	74.85-
602-49450-228	Repair/Maintain - Other	64,844.61	25,000.00	27,502.65	2,502.65-
602-49450-229	Refunds	1,000.00	500.00	3,430.76	2,930.76-
602-49450-303	Engineering Fees	.00	4,000.00	.00	4,000.00
602-49450-310	Other Professional Services	473.85	750.00	388.13	361.87
602-49450-322	Postage	84.19	100.00	42.09	57.91
602-49450-331	Meetings-Conferences (mtgs/mi)	567.63	1,500.00	244.93	1,255.07
602-49450-343	Advertising	.00	.00	103.35	103.35-

Account Number	Account Title	2020-20 Prior year Actual	2021-21 Current year Budget	2021-21 Current year Actual	2021-21 Budget Remaining
602-49450-362	Property - Casualty Ins (Auto)	4,836.33	4,981.00	5,173.50	192.50-
602-49450-381	Electric Utilities	5,743.25	9,660.00	7,037.00	2,623.00
602-49450-383	Gas Utilities	457.37	950.00	385.38	564.62
602-49450-385	Sewer Plv-Elgin Sewer District	780,574.14	787,000.00	598,159.22	188,840.78
602-49450-417	UNIFORM	240.87	600.00	364.96	235.04
602-49450-420	Depreciation	12,394.00	14,000.00	.00	14,000.00
602-49450-437	Miscellaneous	.00	500.00	.00	500.00
602-49450-601	Debt Srv Bond Principal	.00	115,000.00	115,000.00	.00
602-49450-611	Bond Interest	1,108.91	28,130.00	28,129.25	.75
602-49450-700	Transfers Out	436,154.46	50,000.00	.00	50,000.00
Total Sewer (GENERAL):		1,409,259.77	1,157,571.50	906,626.64	250,944.86
Net Grand Totals:		11,346,561.90-	5,810,193.51-	6,128,891.08-	318,697.57



PLAINVIEW POLICE DEPARTMENT

241 West Broadway
Plainview, Minnesota 55964

Jason M. Timm
CHIEF OF POLICE

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



Executive Summary

City Council Meeting: December 14th, 2021

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

SUMMARY

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

Meeting/Training

- We are currently completing the annual night firearms qualification. We do it over 6 nights.
- I am helping out the Sheriff's Office by teaching their annual Use of Force classes.
- Staff is completing the mandated end of year OSHA trainings.
- Attended monthly staff meetings and budget meetings.

Misc. Activity

- Working on getting prices for a new patrol vehicle that is budgeted for 2022.
- Updating mandated policies and doing training compliance audits.
- Updating training lesson plans.
- Conducting employee evaluations.
- We continue to have problems at the parks. The cameras are helping us solve these issues.
- Received body cam update, estimated to arrive shortly after Christmas.

The following are the November calls per service.

November Call Activity	2021
9-11 Hang-Ups	4
Alarms	1
All other	3
Animal Complaints	8
Assault	5
Assist Other Department	27
Attempt to Locate	0
ATV Violations	0
Burglary/Open Door	0
Child Abuse/Custody Exchange	0
Civil Matter	4
Contempt/Curfew Violation	3
Damage to Property	2
DANCO Violation	0
Disorderly Conduct	3
Domestics	4
Driving Complaints	4
Driving Under the Influence	2
Drugs All Types	0
Escort	5
Fire Calls	1
Fireworks	0
Found Property	2
Fraud	1
Funeral Assist	2
Gun Permit	3
Harassment/Threats	3
Littering	1
Lost Property	1
Medical Calls	17
Misc. Information	9
Motorist Assists	4
Noise Complaints	7
OFP/HRO Violation	0
Ordinance Violation	0
Parking Complaints/Violations	2
Permit	0
POR Predatory Offender Reg.	0
Public Assists	9
School Bus & Incident Report	2
Security Check	116
Sex Offense	4
Snow Removal	0
Sudden Death	0
Suspicious Activity	10
Theft Offenses	1
Traffic Crashes/Violations	126

Trespassing	1
Vulnerable Adults	0
Weapons Violation	0
Warrants All	0
Welfare Checks	2
Worthless Checks	0
TOTAL CALLS	395

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 November. We averaged 285,000 gallons per day. The highest being 887,000 gallons and the lowest being 141,000. We pumped 8,599,000 gallons for the month.
- Water meters were read on the 1st.
- As part of the Gopher State One call before you dig, we had 17 locates.
- Water meter replacement is ongoing.
- We had the sample valve replaced in the water tower. This required us to drain the tower, make the repair, and refill the tower. Water service to businesses and residents was not interrupted.
- We replaced a solenoid that failed a well #2.

Sewer

- We are still waiting on the 6th St. lift station pump.
- Storm sewer outlets have been cleared of debris.
- We cleaned the debris out of the concrete water way next to Highway 42.

Streets

- The RRFB (Rectangle Rapid Flashing Beacon) at the crosswalk by Kwik Trip has been replaced and is working.
- The flags and business banners have been replaced with the Christmas decorations.
- We have finished the fall sweeping of leaves.
- We hauled 380 yards of compost to the quarry.
- Work has started back up on the Orchard 7th edition.

Parks

- The Christmas tree at Wedgewood has been decorated.
- The upper rink for ice skating has been built at Eastwood, now all we need are some colder temps.
- We have mulched all the leaves in the parks.
- We have taken down the tennis court nets for the winter.
- All trash cans have been removed from walking trails and parks for the winter.
- Park and Trails did not have enough for a quorum, so we did not have a meeting.

Trees

- We are continuing our efforts to remove Ash trees from City property. This will continue as needed.
- We have been trimming trees that hit our trucks and equipment. This will continue as needed.
- Some trees are susceptible to disease if they are trimmed in the warmer months, so now that it is cooling down, we have begun to trim those trees.

CITY OF PLAINVIEW PUBLIC WORKS DIRECTOR REPORT



Buildings

- We had KBS install snow stops on the City Shop. When the shop was built, they were never installed and two years ago we lost our gutter on the East side due to the snow melting and sliding off the roof.
- We made some repairs to the Ambulance shed. We replaced the sump pump, fixed a thermostat, and reinstalled some soffit that had blown out in the high winds.
- We repaired a few things at the fire hall. We repaired a thermostat, fixed some mailboxes in the office, and fastened a cabinet to the wall.

Snow

- We put the plow on the pickup.
- We put the cab on the Ventrac.
- We service the plow trucks and put on new cutting edges where needed.
- We put out our snow markers to indicate where edges of sidewalks and paths are.

Daily Task

- We check the wells and write down the reading from the day before. We do this for record keeping, and also this is a good way to track if anything is out of the ordinary.
- We check our lift stations and write down the readings from the day before. We do this for record keeping, and to ensure our pumps are working correctly.
- We take water samples and test them.
- We check for locates, if there are any, we have 48 hours to complete them.

**Respectfully,
Shane Loftus
Public Works Director**



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2900 43rd Street NW
Suite 100
Rochester, MN 55901

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Bolton-Menk.com

MEMORANDUM

Date: December 14, 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

Alcon Construction completed reseeding as required, however, these areas have not germinated. Alcon has been notified that additional dormant seeding work is required prior to snowfall. Alcon has not completed dormant seeding. We will be working with City staff and attorney to develop a plan to ensure that the required seeding is completed in the spring. This may involve the City completing the work and deducting the cost from the contract. Final payment is being held until the seeding can be accepted. Retainage has been reduced to what is allowed under the contract, which is 1% of the work completed plus 250% of the estimated cost of the seeding work that is being monitored.

Orchard Hills 7th Subdivision

Construction of the improvements for this subdivision are underway, with sanitary sewer and watermain construction currently occurring. Grading work for the pond has been substantially completed. We understand that work will progress as weather permits and that the project will be finished in the spring.

Marshman Addition

The storm sewer improvements for this development have been installed, but additional work, as required in the approved construction plans, needs to be completed prior to the City accepting the improvements. This work is progressing as a part of home construction, as we understand it.

Skye View (former PADCO) Property Special District Proposal Development

This project is included in the Council packet for further review.

Plainview Public Library

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

Director's Report: December 2021

Library Assistant Substitute Hire: Library Assistant Vicki Kaupa resigned her position in late November. At the time of Vicki's hire process in April 2021, there was a second candidate who interviewed equally well, but had less availability. At a Special Meeting on December 2, the Library Board approved the hire of Dan Locke as a Library Assistant substitute to give us time to determine how to best proceed with a permanent hire. Dan has a depth of experience in working with both youth and adults through his work in ministry (currently at Church of Christ) and education, and is adept with technology. I believe he will be an excellent fit in our team.

Material Circulation:

	Overall Circulation	Service Days	Average Circulation per Service Day
November 2021	2734 Items	23	119 Items
October 2021	2822 Items	26	109 Items
September 2021	3085 Items	24	129 Items
August 2021	3043 Items	22	138 Items
July 2021	3325 Items	21	158 Items
June 2021	3355 Items	22	153 Items
May 2021	2329 Items	24	97 Items
April 2021	2675 Items	26	103 Items
March 2021	2777 Items	27	103 Items
February 2021	2507 Items	24	104 Items
January 2021	2405 Items	23	105 Items
December 2020	2353 Items	23	102 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

Thursday October 19, 2021 7:00 PM

Members Present: Miranda Muller, Amy Appel, Missy McRay, Nicholas Ozment, Youlonda Loechler

Members Not Present: Adam Feils, Paul Eidenschink

Staff: Alice Henderson

City Council Member: Lindsay Hammer-Bartley

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 Youlonda and seconded by Missy to approve the consent agenda as follows:

- Board Minutes 9/23/2021, 9/27/2021
- Director's Report
- Programming & Outreach Report
- Acknowledgement of Donations
 - Donation in Memory of Wayne Dittrich
- Foundation Report-Quarter ending September 30, 2021

Payment of Bills

A motion was made by Amy and seconded by Miranda to approve the Payables by Payee in the amount of \$5,102.30. Motion carried unanimously via roll call vote.

Unfinished Business

None

New Business

1. Director Performance Review Process: The three person group for the review process will be Youlonda, Miranda and Amy.
2. General discussion of goals set forth by Alice.

Additional Discussion

None

Next meeting is set for November 16, 2021.

Motion to adjourn was made by Missy and seconded by Amy at 7:13 PM. Motion carried unanimously via roll call vote.

Respectfully submitted,
Miranda Muller

EDA DIRECTOR UPDATE

October & November, 2021

An update on activities that are or were in process, or completed in October and November 2021 includes:

- **EDA Staff Transition** – To assist with selection of a new City position that will staff the EDA, two EDA Board members will be on the team that will interview candidates on December 15. The EDA Director is in the process of updating files, finishing projects and moving EDA materials to a storage area in the Center.
- **Business Center: Remodeling** – Work continues on remodeling the “old parts room”, a 608 sq. ft. area that is directly off 5th St. SW. A new heating system has been installed, and walls, foundation and ceiling have been insulated. Remaining work includes building the bulkhead around the heat runs, finishing the walls and woodwork and installing new flooring. Elite Tile will rent the space for its new showroom.
- **New Business Center Tenants**: Lease renewals with existing tenants is due to be completed by the end of December. We have two new tenants coming into the Center. Amanda Brees Ministries will locate to the Business Center, leasing Suite 3. Happy & Helpful, an online subscription service for early childhood books and materials, is leasing Suite 7. A third business may move into the 373 sq. ft. Suite 9-11; the EDA Director is working with that prospective tenant. Elite Tile is vacating the 2nd floor, so the option of making that space available for community use is open.
- **Promotional Activities**: Work continues in getting the Crossroads Brochure out to surrounding communities and outlets. Reception from businesses in Millville, Elgin and Elba has been very encouraging. The PEM school has been contacted and will distribute the booklets to all parents touring the schools. The school is also considering making the brochure available at events and the concession stand at athletic events.
 - **Looking ahead**: As part of the transition to new staff, the EDA Director will work with the new EDA staffperson to set up a regional meeting to continue this promotional work.
- **Grant**: All grant activities have been completed.
- **Housing / Development** –PADCO and WSE Engineering continue to work on the development of the 9.22 acre parcel on south Hwy. 42. A Rochester realtor has contacted the EDA regarding the multi-family loan option.
- **Next Generation Loan Fund** – The EDA is working with Happy & Helpful on a small start-up loan. There have been two other inquiries about the loan fund.
- **Meetings**–The EDA Director has staffed monthly EDA meetings.
- **Business outlook**- There have been several calls from parties interested in locating in Plainview. Two new businesses will open soon on West Broadway. Overall, we’ve reached a point in the economic recovery from COVID where many people are considering entrepreneurial endeavors. This pattern mirrors what happened in 2010-2011 after the “great recession.” The Plainview EDA will need to be open to leveraging state and federal funds to help these new business start-ups. Opportunities to acquire grant funding for city projects is also a possibility.

Plainview Fire Relief Association Monthly Report

October, 2021

- 1) Wednesday, October 6 – Meeting
- 2) Wednesday, October 20 - Practice
 - We pumped water for training and for reminders for everyone young and old how to use pumps, hoses, droptanks, fire hydrants
- 3) Sunday, October 10th – Fire Relief Pancake Breakfast
 - Great turnout – served roughly 450 people
 - People looked over our trucks and asked questions
- 4) Wednesday, October 20th – Community Meeting at the Community Center (9am)
 - Chief Jacobs, Donnie Schreiber, Eric Bennett talked about the Fire Relief Association and the difference in Fire Department/Fire Relief; who owns what, billing, calls, sirens
 - Lots of good questions
 - We talked about a fire extinguisher demo – How to Use a Fire Extinguisher; they are very interested; would help with having something at the Community Center
 - They would like to tour the fire hall and fire trucks
- 5) Vanessa Klavetter finished Firefighter #1 Course and passed.

Submitted by Eric Bennett, Fire Secretary

PLAINVIEW

CITY COUNCIL ACTION



Executive Summary

City Council Regular Meeting: December 14, 2021

AGENDA ITEM: LMCIT Tort Limit	AGENDA SECTION: Consent
PREPARED BY: Vicki Axley, Finance Director	AGENDA NO. 6.E.
ATTACHMENTS: LMCIT Liability Coverage - Waiver Form	APPROVED BY: DT
RECOMMENDED ACTION: Motion to NOT WAIVE the monetary limits on municipal tort liability established by Minn. Stat. 466.04.	

SUMMARY

LMCIT Members who obtain liability coverage through the League of Minnesota Cities Insurance Trust (LMCIT) must complete and return this form to LMCIT before the member's effective date of coverage.

The decision to waive or not waive the statutory tort limits must be made annually by the member's governing body. The effects of waiving and not waiving are discussed on the form itself.



LIABILITY COVERAGE – WAIVER FORM

Members who obtain liability coverage through the League of Minnesota Cities Insurance Trust (LMCIT) must complete and return this form to LMCIT before the member's effective date of coverage. Return completed form to your underwriter or email to psstech@lmc.org.

The decision to waive or not waive the statutory tort limits must be made annually by the member's governing body, in consultation with its attorney if necessary.

Members who obtain liability coverage from LMCIT must decide whether to waive the statutory tort liability limits to the extent of the coverage purchased. The decision has the following effects:

- *If the member does not waive the statutory tort limits*, an individual claimant could recover no more than \$500,000 on any claim to which the statutory tort limits apply. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would be limited to \$1,500,000. These statutory tort limits would apply regardless of whether the member purchases the optional LMCIT excess liability coverage.
- *If the member waives the statutory tort limits and does not purchase excess liability coverage*, a single claimant could recover up to \$2,000,000 for a single occurrence (under the waive option, the tort cap liability limits are only waived to the extent of the member's liability coverage limits, and the LMCIT per occurrence limit is \$2,000,000). The total all claimants could recover for a single occurrence to which the statutory tort limits apply would also be limited to \$2,000,000, regardless of the number of claimants.
- *If the member waives the statutory tort limits and purchases excess liability coverage*, a single claimant could potentially recover an amount up to the limit of the coverage purchased. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would also be limited to the amount of coverage purchased, regardless of the number of claimants.

Claims to which the statutory municipal tort limits do not apply are not affected by this decision.

LMCIT Member Name:

City of Plainview, MN

Check one:

☒ The member **DOES NOT WAIVE** the monetary limits on municipal tort liability established by [Minn. Stat. § 466.04](#).

☐ The member **WAIVES** the monetary limits on municipal tort liability established by [Minn. Stat. § 466.04](#), to the extent of the limits of the liability coverage obtained from LMCIT.

Date of member's governing body meeting: December 14, 2021

Signature: _____

Position: _____

PLAINVIEW

CITY COUNCIL ACTION



Executive Summary

City Council Regular Meeting: December 14, 2021

AGENDA ITEM: Plainview Volunteer Fire Department Appointments	AGENDA SECTION: Consent
PREPARED BY: Ed Jacobs, Fire Chief	AGENDA NO. 6.F.
ATTACHMENTS: List of Officers	APPROVED BY: ej
RECOMMENDED ACTION: 1. Motion to approve the appointed officers for 2022 for the Plainview Volunteer Fire Department.	

See attachment



PLAINVIEW VOLUNTEER FIRE DEPARTMENT

2022

RELIEF ASSN. OFFICERS:

PRESIDENT: MARK BECKER 2024
VICE PRES: BRANDON REITER 2023
SECRETARY: ERIC BENNETT 2023
TREASURER: TYLER KREOFISKY 2022

RELIEF ASSN. BOARD OF TRUSTEES :

MIKE BURGDORF 2022
MATT DAVIDSON 2024

RURAL FIRE ADVISORY BOARD

SECRETARY: JIM TENTIS
DON SCHREIBER
BRIAN FLIES
NICK STAMSCHORR

FIRE DEPARTMENT OFFICERS

CHIEF: ED JACOBS
CITY FIRE BUDGET/PURCHASING
RURAL FIRE BUDGET/PURCHASING
BUILDING MAINTENANCE

ASSISTANT CHIEFS:

GREGG LUEBKE
SAFETY OFFICER
HAZ MAT COORDINATOR

MIKE LYONS
TRUCK MAINTENANCE
EQUIP. MAINTENANCE

MATT TAYLOR
TRAINING OFFICER

COMMITTEE:

SHANE LOFTUS
JASON BADE
ANTON WELKE
BRIAN FLIES
BOB HALEY
BRANDON REITER

COMMITTEE:

DON SCHREIBER
MARK BECKER
CHAD GETSCHMANN
TYLER KREOFISKY
NICK STAMSCHORR
JIM TENTIS

COMMITTEE:

MIKE BURGDORF
ERIC BENNETT
RANDY EVERSMA
VANESSA KLAVETTER
MATT DAVIDSON
KEN JACOBS JR.

FED ID#41-1681540

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PLAINVIEW

CITY COUNCIL ACTION



Executive Summary

City Council Regular Meeting: December 14, 2021

AGENDA ITEM: Library Board Appointments	AGENDA SECTION: New Business
PREPARED BY: Alice Henderson, Library Director	AGENDA NO. 6.G.
ATTACHMENTS: None	APPROVED BY: ah
RECOMMENDED ACTION: Motion to appoint Library Board Trustees: Miranda Muller: Second 3-Year term to expire December 31, 2024 Ian McDonald: First 3-Year term to expire December 31, 2024	

SUMMARY

The Plainview Public Library Board of Trustees is responsible for representing the Library to the community and its governing officials. The 7-member governing board ensures that adequate funds are obtained for good library service, promotes the best possible use of library resources, and extends library service to those not currently served.

The Library Board recommends appointments of Miranda Muller and Ian McDonald to fill the 2 upcoming openings. Board terms are 3 years long, and trustees may serve 2 consecutive terms.

Respectfully submitted,
Library Board of Trustees

PLAINVIEW

CITY COUNCIL ACTION



Executive Summary

City Council Regular Meeting: December 14th, 2021

AGENDA ITEM:	Skyview Development Special District Submittal	AGENDA SECTION:	Unfinished Business
PREPARED BY:	David Todd, City Administrator	AGENDA NO. 7. A.	
ATTACHMENTS:	Bolton and Menk Staff Report, Revised Submittal, MNDOT Memorandum of Understanding for Access from Hwy 42	APPROVED BY:	DT
RECOMMENDED ACTION: Motion to approve one of the three options identified in the executive summary and/or staff report.			

SUMMARY

The City of Plainview has been provided the most recent submittal from Skyview Development, LLC. regarding the creation of special district zoning. This item has been extended by City Council at the October City Council meeting with council directing staff to draft a 60-day extension letter until more information was provided. At the November City Council meeting, Council tabled the Special District discussion to wait for a Memorandum of Understanding from MNDOT regarding access off Hwy 42 for this development.

The City's engineer as well as other City Staff have been working with Skyview Development's team to resolve issues identified and provide more information so that the Council can consider action on this agenda item. Bolton and Menk has attached a comprehensive staff report to go with the most recent submittal which was provided in your packets. Mike Flaherty, the City's Attorney has also provided a legal opinion to assist Council with the decision.

If Council feels that there has been adequate information provided by the Developer and Staff and any real or perceived issues with this submittal have been addressed to satisfaction, there are three options the Council could consider:

- The Council could approve the special district ordinance submittal as

provided for in the Council packets.

- The Council could approve the special district ordinance submittal as provided for with conditions that address any lingering issues.
- The Council could deny the special district ordinance and provide any findings of facts that would support the denial to the developer. The developer would then need to consider whether to file a new submittal.

Respectfully submitted,

David Todd, City Administrator



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Suite 100
Rochester, MN 55901

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MEMORANDUM

Date: December 9, 2021
To: City of Plainview City Council
From: Harry Davis, AICP
Brian Malm, P.E.
Subject: Skye View Development Special District
City of Plainview

Meeting Date: December 14, 2021

Request:

Applicants: Tom Wiener
Owner: Skye View Development, LLC
Property Location: North of Piper Hills Golf Course and south of Highway 42
Property ID: 26.00116.24 and 14.00109.05

Background:

The subject property is located in the southern part of Plainview, south of Highway 42 and between 255th Ave and 3rd St SW. The property is zoned R-1 and totals approximately 9.19 acres. Table 1 below shows adjacent land use and zoning.

Table 1

Direction	Land Use	Zoning
North	Developed and undeveloped; Residential	R-2, Residential; R-1, Residential
South	Golf Course	Wabasha County
East	Large Lot Residential	R-1, Residential
West	Undeveloped	Wabasha County

Request:

The request by the applicant is for approval of a Special District development, Skye View, containing a low density residential district, medium density district, central business district, and a mixed use district. Approximately 1.8 acres is dedicated for low density residential, 1.5 acres is dedicated for medium density residential, 2.1 acres is dedicated for mixed use, and 0.72 acres is dedicated for a commercial district. As detailed below and further within this report, the applicant will adhere to new zoning standards. Table 2 shows current R-1 zoning requirements, and Tables 3-5 show the proposed standards for the various uses in the Special District.

Table 2

R-1	Current Minimum Requirement
Lot Area	7,500 sq. ft.
Lot Frontage	60 feet
Zoning Setbacks	Front: 25 feet (from ROW) Back: 5 feet Side: 5 feet (15 feet total)

Table 3: Proposed Low Density Residential Standards

Table A						
Use	Lot Area	Lot Frontage	Setback Criteria:			
			Front Yard	Rear Yard	Side Yard	Sum
Single Family Detached	8,000 SF	70	25	25	8	16
Single Family Attached	6600 SF	60	20 ⁽¹⁾	15	8	16
Row House Style Townhouses	3500 SF	30 ⁽²⁾ 38 ⁽³⁾	20 ⁽¹⁾	15	8	16
Zero Lot Line	3000 SF	38	20	15	8/0	8

The density of this district is around 12-18 units per acre.

Table 4: Proposed Medium Density Standards

Table A						
Use	Lot Area	Lot Frontage	Setback Criteria:			
			Front Yard	Rear Yard	Side Yard	Sum
Multifamily	15,000 SF	140 ft	25	15	15	30
Condominium	N/A	N/A	25	15	15	30
Open/Recreational Space	N/A	N/A	N/A	N/A	N/A	N/A

The density of this district is around 16-21 units per acre.

Table 5: Proposed Commercial Business District Standards

Table A						
Use	Lot Area	Lot Frontage	Setback Criteria (Feet):			
			Front Yard (feet)	Rear Yard	Side Yard	Sum
all uses	6,000 SF	80	25	25	10	20
parking lots (associated with the principal structure)	n/a	n/a	8	8	8	n/a
corner lot	6,600 SF	80	25	25	12	N/A

The density of this district is a maximum of 0.50 FAR.

Table 6: Proposed Mixed Use District Standards

Table A						
Use	Lot Area	Lot Frontage	Setback Criteria (Feet):			
			Front Yard (feet)	Rear Yard	Side Yard	Sum
Multi-family	Variable	120	25	20	8	16
Live - Work	Variable	106	25	20	8	16
Multi-family (max. 4 units)	Variable	80	25	20	8	16

The density of this district is 3, 8, or 19-42 units per acre, depending on the use.

Public Comment:

No new public comment was received as of publishing this report.

Agency Comment:

The following comments were received from MnDOT District 6 on October 5th. Note that these comments were based on the original submittal from the applicant, dated September 13th. Comments that have been addressed by the applicant in the most recent submittal, December 9, 2021 are noted with strikethrough text.

- The district does not have concerns with the rezoning itself for economic development but have concerns with the application information.
- ~~Sect. 611.7.4.b is **NOT** accurate~~
 - ~~There is **NOT** a permit in process for a connection with Hwy 42.~~
 - ~~Requests such as this should come from the city to MnDOT.~~
 - ~~Is there an agreement with the adjoining property owners for the local street as proposed?~~
~~It appears as proposed the easterly parcel may be impacted.~~
- ~~Exhibits are not consistent~~
 - ~~Some show a future street connection to the east and some do not.~~
 - What are the local system plans for an east-west connection?
 - Does the applicant have permission to use the private road/entrance on the west to access the parcel?
- ~~Exhibits show development in the trunk highway right of way.~~
 - ~~They should be revised to not show this.~~
 - ~~Will the development still be feasible in a smaller area?~~
- Has there been any environmental investigations related to the proposed development?
 - How will the existing waterway and wetlands be affected?
 - Is the proposed pond preliminary sized for the new impervious area? Hydraulic impacts need to be analyzed.
 - How will the box culvert under Hwy 42 be impacted?
- Regarding a future connection to Hwy 42
 - MnDOT is willing to partner with the city for a future secondary street access.
 - Prior to a secondary street access being considered, MnDOT would want to see a city plan in-place for development of a local street system for a future east-west connection, between 225th Avenue and 3rd Street South, in the area south of Hwy 42.
 - As the local system is planned, will it be built in phases? Or at one time?
 - Access location will need to meet MnDOT's Access Management Guidelines.
 - Note, a future access may necessitate a right turn lane and/or a center left turn lane be built.
 - This requirement will be due to expected traffic volumes accessing the development.
 - If required, the cost for construction of turn lanes will be a developer and/or city cost as the development is driving the need not the traffic on the trunk highway.
 - If an access is permitted on the south side of Hwy 42, a future access on the north side to Hwy 42 will need to align with it. MnDOT will not

permit offset access on the south and north side of the roadway for operational and safety concerns.

Neighborhood Notification:

All property owners within 350' feet of this property were notified at least ten days before the public hearing on October 26, 2021 at City Council. A public notice was published in the newspaper for four consecutive weeks before the public hearing at City Council. No additional notification is required.

Infrastructure:

Streets: The subject parcel has access to an unimproved, gravel private roadway known as 534th St via an unimproved, gravel township road (255th Ave). Both of these roads are outside of Plainview's City limits and 534th St exists in a private access easement. The property abuts Highway 42, however, access to Highway 42 is controlled by MnDOT and would not be allowed without MnDOT approval. No other public street or roadway access is currently available for this property.

Water: Public water is not readily available to the subject property. A watermain extension will be required to provide water service to the property.

Sewer: Public sanitary sewer is available to serve the subject property.

Drainage: The property includes a waterway that serves as the drainage outlet for an upstream area of approximately 102 acres that includes developed areas of the City and MnDOT right-of-way. The project proposes to impact this waterway by replacing it with a storm sewer pipe. A hydraulic analysis will need to be completed to determine impacts to upstream and downstream properties. Since the proposed storm sewer system connects to MnDOT drainage infrastructure, MnDOT review and approval will also be required. Stormwater management for the project will need to comply with City and MPCA NPDES Construction Stormwater Permit requirements.

Environmental: This property is within a Wellhead Protection Area. Stormwater management for the project will need to comply with the City's wellhead protection plan and MPCA NPDES Construction Stormwater Permit requirements for wellhead protection areas. A wetland delineation has not been submitted at this time. The applicant will need to complete a wetland delineation to determine impacts to wetlands and complete proper permitting through the Wetland Conservation Act and Section 404 of the Clean Water Act.

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 and in a Planned Development Area. The Existing Functional Classification and Future Roadways Map indicates future access to Highway 42 just east of the subject property.

Application Criteria:

A petition for establishment of a Special District shall be accompanied by:

1. Two (2) copies of the proposed ordinance language.
Finding: The applicant has provided two copies of the proposed ordinance.
2. A summary letter or booklet of the intent and effect of the proposed special district, with any information required by the City's planner or engineer.
Finding: The applicant has submitted a summary booklet of the proposal. Within the proposed development are different pathways for pedestrian circulation. However, there is little detail on what appears to be a proposed crossing of Highway 42.
3. A scaled and clear concept plan showing the exterior of buildings proposed in the development that will not strictly limit future development.
Finding: The concept plan does include some information on the layout of the development. There is no information on transitions between uses or with adjoining properties.
4. A list of proposed permitted and conditional land uses in the proposed special district.
Finding: The proposal does include a list of permitted uses. However, the applicant and City Council should think carefully about strictly limiting uses and not allowing any other uses through a conditional use permit process. Conditional uses may require more work to integrate within the ordinance, but the benefit of having flexibility for businesses and developers in the future, without having to go through amending the Special District, could be beneficial. It is unlikely for this Special District to change significantly anytime soon, so setting the property up for success later is recommended.
5. Information on the density and intensity of residential units, retail, office, and other land uses.
Finding: The proposal does include information on density and intensity of land uses.
6. Information regarding parkland dedication or fees in-lieu when this provision is used in conjunction with the subdivision ordinance.
Finding: The proposal does include sufficient information regarding this requirement.
7. Information regarding proposed performance standards as determined by the City Planner or City Engineer, which shall include, but not be limited to, landscaping, buffering, parking, exterior building design, lighting, and drainage.
Finding: The applicant has provided information regarding performance standards.
8. A map indicating the boundary of the district and the boundary of the underlying zoning districts.
Finding: A boundary map was submitted that provides guidance in distinguishing district boundaries.
9. An application fee as required by ordinance shall accompany the petition.
Finding: The application included a fee.

Staff Findings:

The purpose of Special Districts is to establish modifications to or to supplement existing zoning regulations to accomplish a special public purpose that is supported by the goals and Policies of the Comprehensive Plan, including land uses as found in the future land use plan. Specifically, these purposes and conditions supporting the establishment of a Special District are:

1. Areas may exist where there is a desire and need to establish regulatory authority or the administration of land use control at the city level of government.

Finding: Although Plainview already has regulations to administer land within city limits, this proposed Special District is located in an area where the City intends to have mixed-use development in the future. This development provides a nuanced approach towards mixed-use development in a Planned Development Area that achieves city goals.

2. Areas may exist where substantial public interests require that existing regulations be modified or supplemented to accomplish a special purpose.

Finding: This area is noted as a mixed use residential and commercial neighborhood. A Special District accomplishes the need for a Planned Development Area along Highway 42. This proposal would modify or supplement the existing regulations to accomplish the goals in Plainview's Comprehensive Plan.

To ensure new development constructed under this provision is of high-quality construction, complimentary to existing neighborhood and City character, and compliant with the goals, policies, and future land use map in the Comprehensive Plan, the following conditions must be met by developments proposed under this provision:

3. Provide for the establishment of Special Districts in appropriate settings and situations, to create or maintain a development pattern that complies with the City's Comprehensive Plan.

Finding: 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 subgoal under the goal above is to require coordination between growth and utility capacities (sewer, water, etc.). The proposal appears to encourage different land uses and densities next to each other, with an efficient street grid and reasonable extensions of water and sewer. The density of the proposal partly offsets the extended infrastructure.

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". This proposal provides a variety of housing types between attached single-family, multi-family condominiums, apartments, and live/work. The example buildings appear to be of a reasonable quality that would fit within the community and maintain or enhance Plainview's image.

The Future Land Use Map designates the subject properties as Mixed Use Residential and Commercial and in a Planned Development Area. The proposal provides a range of residential uses with commercial uses. A Special District contributes towards the Planned Development Area designation.

4. Areas may exist where substantial public interests require that existing regulations be modified or supplemented to accomplish a special purpose.

Finding: The future land use map shows mixed-use residential and commercial and a Planned Development Area at this location. The subject property is also a large, undeveloped property in a prominent location along Highway 42. The City should have an interest in regulating development in this area.

5. Provide for variations to the strict application of the land use regulations in this Ordinance to improve site design and operation, while incorporating design elements (e.g., construction materials, landscaping, lighting, etc.) that exceed the City's standards to offset the effect of any variations.

Finding: The proposal does include some flexibility in the final design of the project as well as performance standards that establish a minimum threshold for development.

6. Provide a more creative and efficient approach to land use within the City, while at the same time protecting and promoting the health, safety, comfort, aesthetics, economic viability, and general welfare of the City.

Finding: The mixed-use aspect of the proposal is a more creative and efficient approach to development within the City. Higher density residential has greater efficiencies for infrastructure and includes creative uses like live/work.

7. Preserve and enhance natural features and open spaces for public and private use.

Finding: The proposal does not provide information regarding open spaces for public and private use. The City Engineer has comments on impacts to wetlands and the drainage channel on the subject property. The proposal does not incorporate or preserve natural features on the property. Staff recommends the applicant revisit preserving or enhancing natural features.

8. Maintain or improve the efficiency of public streets and utilities.

Finding: The location of the development along Highway 42, near to existing infrastructure, and very close to the center of Plainview all contribute towards maintaining and improving the efficiency of public streets and utilities. One lingering issue is the proposed use of an access easement and private gravel road for access to the development from the west. The conditions of this project include addressing the access easement and private road.

9. Ensure the establishment of appropriate transitions between differing land uses.

Finding: The applicant has not provided details regarding how screening, buffer, or other design and zoning elements will be used to provide compatibility between land uses within and outside the development. Staff understands that the applicant intends to have owners of the properties form an architectural committee to establish rules, but that gives little transparency to the public and for adjacent land owners. Staff recommends the applicant revisit transitions between land uses.

Engineering Findings:

The City Engineer has the following comments and findings:

1. The plan shows public streets being served by an unimproved gravel private road (534th Street) to the west, outside of city limits. This private road ultimately connects to an unimproved gravel township road (255th Ave), outside of City limits. If initial phases of the development utilize this private road as the only access to the development, we expect there to be maintenance issues and potential complaints from property owners in the new development regarding gravel roadway access to the development. We recommend requiring

connection to Highway 42 as a part of the first phase of development. However, we understand that the developer intends for the first phase of the development to include a portion of the low density residential section of the project with access provided from the private gravel road. If the City chooses to approve this, we recommend requiring some type of maintenance agreement be developed between the City, applicant, adjacent property owners and those with a legal interest in the access easement, and the township. The agreement should include financial security to cover the costs of such maintenance and a time limit on how long the gravel road can remain the only access to the development prior to making the Highway 42 connection.

2. The plan shows a public roadway connecting to Highway 42. The City has been in discussions with MnDOT and it appears that MnDOT would approve such a connection with conditions. A memorandum of understanding with those conditions is currently in development. The conditions may include a requirement for turn lane construction on Highway 42 and a commitment from the City to allow for east-west connectivity between 255th Street and CSAH 4 with a future local street system, which would be consistent with City Code requirements in the subdivision ordinance. Final approval of the Highway 42 connection would occur as a part of the final plat and construction plan/development agreement phase of the project.

The current submittal has been revised to show the intent to construct the north-south roadway connection to Highway 42 without impacting the adjacent property. This will require shifting the roadway within the right-of-way, to allow for a combination of sloping and likely retaining wall along the west side of the roadway. It will also require that the sidewalk on the west side of the road be contained within a pedestrian facilities easement and the sidewalk on the east side of the road be constructed at a future date, likely whenever the adjacent property develops and a need for pedestrian connectivity on that side of the road develops. Similarly, the current submittal shows sidewalk along the west side of the western most north-south road as future construction.

3. The property does not currently have access to City watermain adjacent to the development. Exhibit C shows connection to watermain from the east and to the north. We understand that it is the developer's intent to pursue a watermain connection from the north as the primary connection, and the City may want to consider a looped connection from the east along Highway 42. Connection to watermain from the north would require construction of watermain across private property in a new easement or require modification of an existing sanitary sewer easement. Connection to watermain from the east would require extension of watermain along Highway 42, within MnDOT right-of-way, or across private property, potentially utilizing a blanket easement for watermain extension that appears to exist. The final route and location of the watermain extension to the development, and who will bear the cost of such extension, will need to be resolved at some point in the approval process, certainly no later than final plat and construction plan/development agreement phase of the project.
4. The property includes jurisdictional wetlands, and the developer has completed and submitted a BWSR approved delineation. A wetland delineation has not been submitted at this time. The applicant will need to complete proper permitting through the Wetland Conservation Act and Section 404 of the Clean Water Act as a part of the construction plan, permitting, and development agreement phase of the project.

5. The proposed layout shows rerouting an existing stream/drainage channel through a proposed storm sewer system. Assuming the stream re-routing is allowed through the WCA and Section 404 permitting process, a hydraulic analysis will need to be completed to determine impacts to upstream and downstream properties. Since the proposed storm sewer system connects to MnDOT drainage infrastructure, MnDOT review and approval will also be required. This issue will need to be resolved as a part of the construction plan, permitting and development agreement phase of the project.
6. The proposed layout appears to show pedestrian connectivity to Highway 42 in a location that does not correspond to an intersection. We understand, based on conversations with the applicant, is that the intent here is to construct a pedestrian underpass under Highway 42 in this location, although that is not clear in the application. Similar to the Highway 42 access connection, construction of a pedestrian underpass would require MnDOT review and approval. Given the discussion of potential City participation in the cost of this infrastructure and the need for MnDOT approval, we recommend further investigation of options related to pedestrian connectivity along the south side of and across Highway 42 in the area between 3rd St SW (CR 4) and 10th St SW (CR 8), including at grade crossing options with crossing flashers. The draft of the final Pedestrian and Sidewalk Plan, included in the October 12 Council Packet, shows a future pedestrian crossing at the 3rd St SW (CR 4) intersection. If the proposed development proceeds prior to a final determination on this, the City could consider requiring the necessary easements to accommodate the pedestrian connections to the proposed underpass as a part of the preliminary and final plat approval process and include provisions in the development agreement to accommodate construction of connecting pedestrian facilities as necessary.
7. The proposed layout appears to show a stormwater management pond. Stormwater management for the project will need to comply with the City's wellhead protection plan and MPCA NPDES Construction Stormwater Permit requirements for wellhead protection areas. The proposed size of the stormwater management pond will need to be verified as a part of the drainage study for the project and will be addressed as a part of the final plat, permitting, and construction plan phase of the project.

October 5, 2021 Planning Commission Meeting:

At the October 5th Planning Commission meeting, this item was forwarded to City Council with a recommendation for denial based on an incomplete application.

October 26, 2021 City Council Meeting:

At the October 26th City Council meeting, this item was continued to the next City Council to allow the applicant and development team time to amend their proposal. The development team submitted new documents and the report was updated to include amended information.

November 9, 2021 City Council Meeting:

At the November 9th City Council meeting, this item was continued to the next City Council to allow the applicant and development team time to amend their proposal. Since then, the development team have submitted new documents. The report is updated to include new information.

Recommendation:

Staff recommends the City Council first provide feedback and direction on the following issues:

- Does the application have all of the necessary information for the City Council to make a decision granting or denying a Special District?
- The City Attorney will be providing separate comment on access easement issues associated with the proposed development. Formal comments were not available at the time this report was written. City Council will need to take the City Attorney's comments into account when considering the staff recommendation below.

If the City Council determines that a Special District should be granted for PID 26.00116.24, then Staff recommends that the City Council approve the Special District, with the following conditions:

1. Conditions of approval of the special district:
 - a1. Public roadway connection to Highway 42 shall be required as a part of the first phase of the proposed development.
OR
 - a2. If the first phase of the development does not include a constructed public roadway connection to Highway 42, a maintenance agreement for the westerly gravel roadway access (255th Street/T-233) shall be developed between the City, the applicant, the adjacent property owners and/or those with rights to the existing access easement, and the Township. The agreement shall include financial security and a time limit on how long the gravel roadways can remain the only access to the development and/or a limit on the number of developed units, prior to making the Highway 42 connection.
 - b. Formal MnDOT approval for Highway 42 access shall be required prior to final plat approval.
 - c. Preliminary and final plat submittals shall show that access to the golf course property is maintained through the special district property.
 - d. The preliminary and final plat shall properly identify MnDOT right-of-way for Highway 42.

If the City Council determines that a Special District should not be granted, then Staff and the Planning Commission recommend that City Council deny the proposed Special District application, for the following reasons:

1. The application does not meet the findings of a Special District.
 - a. The proposal sets a development density that is out of character with the surrounding context.
 - b. The proposal does not adequately provide clear public access to the subject property.
 - c. The proposal does not incorporate or preserve natural features in the design.
 - d. The proposal does not include private or public open space in the design.
 - e. The proposal does not adequately address transitions between land uses within and outside of the project area.
2. The application does not meet the standards of a Special District.
 - a. The applicant is missing language to help clarify parts and sections of the proposed ordinance.

Attachments:

- Optional Denial Resolution

Name: Skye View Special District

Date: December 9, 2021

Page: 11

- Proposed Ordinance (21-11-4)
- Proposed Development Plans (21-11-4)
- Zoning Map
- Future Land Use Map
- Environmental Resources Map

ORDINANCE NO. 2021-_____

**AN ORDINANCE AMENDING PLAINVIEW CITY CODE, ADDING SECTION 611.7.7
ESTABLISHING SKYE VIEW DEVELOPMENT SPECIAL DISTRICT**

THE CITY COUNCIL OF THE CITY OF PLAINVIEW DOES ORDAIN (new material is underlined; deleted material is lined out; sections which are not proposed to be amended are omitted; sections which are only proposed to be re-numbered are only set forth below as to their number and title):

SECTION 1. Plainview City Code, Section 611.7 is hereby amended, adding Section 611.7.7 as described and written in Exhibit A, with conditions adopted by City Council:

1. Prior to further development approval:
 - a1. Public roadway connection to Highway 42 shall be required as a part of the first phase of the proposed development.

OR

- a2. If the first phase of the development does not include a constructed public roadway connection to Highway 42, a maintenance agreement for the westerly gravel roadway access (255th Street/T-233) shall be developed between the City, the applicant, the adjacent property owners and/or those with rights to the existing access easement, and the Township. The agreement shall include financial security and a time limit on how long the gravel roadways can remain the only access to the development and/or a limit on the number of developed units, prior to making the Highway 42 connection.
- b. Formal MnDOT approval for Highway 42 access shall be required prior to final plat approval.
- c. Preliminary and final plat submittals shall show that access to the golf course property is maintained through the special district property.
- d. The preliminary and final plat shall properly identify MnDOT right-of-way for Highway 42.

SECTION 2. That this ordinance shall take effect from and after its passage and publication.

Passed by the City Council of the City of Plainview, Minnesota this ____ day of _____, 2021.

Aaron Luckstein, Mayor

Attest:

Carol Kujath, City Clerk

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

Published:

Date: _____

EXHIBIT A – Skye View District Ordinance

33B EAST VETERANS MEMORIAL HIGHWAY KASSON, MN 55944
320 WEST BROADWAY PLAINVIEW, MN 55964
1712 RESTORATION ROAD SW ROCHESTER, MN 55902

MAILING ADDRESS: PO BOX 100 KASSON, MN 55944

507.634.4505 | WSE.ENGINEERING



December 6, 2021

Plainview City Council

c/o Mr. David Todd

City Administrator

241 W Broadway

Plainview, Minnesota 55964

Dear Council Members and Mr. Todd:

On behalf of our client, Skye View Development, LLC., we are submitting a **revised** Special District Plan for the Skye View Development project. This plan, as revised, addresses the latest request for the non-engineering changes based on the review by Bolten-Menk dated December 2, 2021. We consider the requested changes made to the Special District as complete and final.

Sincerely,

WSE + Massey Engineering

A handwritten signature in dark ink that reads 'William E. Tointon'.

William E. Tointon

Director of Land Development

Cc: Mr. Tom Wiener, Owner/Developer

Mr. Kenneth Bush, Developer/Contractor

Mr. Harry Davis, AICP

WSE Engineering Services, LTD

www.wse.engineering

With offices in Plainview, Rochester, and Kasson, MN

ORDINANCE NO. 2021-03

AN ORDINANCE CREATING AND ENACTING SECTION 611.7 OF THE PLAINVIEW CODE, RELATING TO THE
ESTABLISHMENT OF SKYE VIEW DEVELOPMENT (SD-SV)

THE CITY COUNCIL OF THE CITY OF PLAINVIEW DO ORDAIN:

Section 1. Section 611.7 of the Plainview City Code is hereby created and enacted to read as follow:

Section 611.7.7 **SKYE VIEW DEVELOPMENT SPECIAL DISTRICT**

611.7.1 **PURPOSE.** The purpose of this Special District is to provide for zoning regulations that will be administrated in the Skye View Development Special District, as required in Section 611.7 of Plainview City Code (600 Construction, Planning, Zoning, and Land use). The following is the special regulations of the Skye View Development Special District.

611.7.2. **BOUNDARIES OF THE LAND.** This ordinance shall apply to the following described property located within the City of Plainview, County of Wabasha, State of Minnesota:

EXHIBIT A

Parcel 1 (PID: 26.00116.24):

A part of the North Half of the Southwest Quarter of Section 17, Township 108 North, Range 11 West, Wabasha County, Minnesota, described as follows:

Commencing at the northwest corner of the Southwest Quarter of said Section 17; thence along the north line of said Southwest Quarter for a distance of 861.3 feet; thence, southerly, parallel with the north line of said Southwest Quarter, for a distance of 577.5 feet (35 rods); thence westerly, parallel with the north line of said Southwest Quarter, for a distance of 693.00 feet; thence northerly for a distance of 577.5 feet to the POINT OF BEGINNING. Containing 9.19 acres, more or less.

Above parcel includes the right of access over the following described easement:

A non-exclusive easement for driveway purposes, 8.25 feet on each side of the following described line: That part of the Southwest Quarter of Section 17, Township 108, Range 11, Wabasha County, Minnesota, beginning at a point on the West line of said Southwest Quarter 206.25 feet southerly from the northwest corner of said Southwest Quarter of Section 17 (for purposes of this description bearing of said West line is assumed South 0 degrees 42 minutes 00 seconds East), thence North 90 degrees 00 seconds East, a distance of 495.00 feet and there terminating.

AND ALSO 33 feet on each side of a line beginning at the aforesaid point of termination, thence South 89 degrees 40 minutes 29 seconds East, 365.00 feet; thence South 6 degrees 10 minutes 45 seconds East, 102.65 feet; thence South 23 degrees 43 minutes 42 seconds East, 278.00 feet; thence South 26 degrees 49 minutes 24 seconds East, 88.54 feet; thence South 38 degrees 50 minutes 59 seconds East, 89.28 feet; thence South 61 degrees 40 minutes 43 seconds East, 119.27 feet; thence South 69 degrees 33 minutes

06 seconds East, 93.77 feet; thence South 66 degrees 40 minutes 33 seconds East, 151.09 feet and the re terminating.

611.7.3. LEGISLATIVE INTENT AND FINDINGS.

Subd. 1. Skye View Development provides a compelling alternative to single-use zones by offering a dramatically different mixed-use and environmentally, socially, economically, and aesthetically advanced development design.

Subd. 2. This Special District is established to foster the development of a comprehensively planned, mixed income and mixed-use neighborhood. This is accomplished by promoting a variety of land uses, housing types, and densities, and by requiring skillful architectural and landscape design. The sites unique location, with the TH 42 along the north boundary and adjacent to Piper Hills Golf Course on the South, makes this an ideal place to create a district that avoids the negative impacts of suburban sprawl with an efficient, compact, mixed-use land plan.

Subd. 3. This type of development is consistent with the goals and policies of the cities 2019 Comprehensive Plan, which encourages creating mixed-use, and higher density residential neighborhoods.

611.7.4 ESTABLISHMENT OF SKYE VIEW DEVELOPMENT

Subd. 1. Pursuant to Section 611.7 of the Plainview City Code, the City Council hereby creates a special zoning district to be known as the Skye View Development Special District (SD-SK). The Special District shall be an overlay-zoning district designed to encourage the attractive and innovative development on the Site. As a part of this Special District, the property will be divided into four different use districts (see Exhibit A). The regulations and guidelines set forth in this Special District shall prevail over the regulations of the noted underlying zoning district.

Subd. 2. The determination of the need for the creation of this Special District is based upon the following findings or Land Use Principles:

- a. This Special District is established to foster the development of a comprehensively planned, mixed-use neighborhood. This is accomplished by promoting a variety of land uses, housing types, and densities, and by requiring skillful architectural and landscape design in creating buildings, on an infill site. The Site's unique location, adjacent to TH42 and the Piper Hills Golf Course, makes this an ideal place to create a neighborhood that avoids the negative impacts of suburban sprawl with an efficient, mixed use land plan.
- b. The location of Skye View Development fits within the City's Urban Services Area boundary.
- c. A mix of uses within the development creates opportunities for people to walk and interact. That combined with strong urban and landscape design creates a sense of place. The size and shape of Skye View Development ensures that all destinations are within an easy walk and that the development functions as a mixed-use infill neighborhood.
- d. A range of housing types serves people with different income levels and housing needs while contributing to the vitality of the streetscape.

611.7.5. UNDERLYING DEVELOPMENT STANDARDS. Except where otherwise specified, standards for the development of this district will be based upon the following City code, when and where applicable, except where the city Special District language modifies the standards of the City Codes.

- a. No conditional uses are permitted.
- b. Residential District- Section 613 – R-1 Low Density Residential District.
- c. Medium Density Residential district – (Single family attached Row House Style Townhomes, zero lot line.) Section 614 – R-2 Residential District (Multifamily, Condominiums, Apartments).
- d. Commercial Business District Section 616 C-1 Central Business District
- e. Mixed-use District- Residential (Quads, live over work, apartments, row style townhomes).

611.7.6. DEFINITIONS

- a. Zero Lot Lines: A lot designed for either one dwelling unit of an attached one-family dwelling unit or a detached one-family dwelling unit with one side yard reduced or eliminated.
- b. Townhouse: An arrangement of single-family dwellings separate or joined by common walls on not more than two sides with the uppermost story being a portion of the same dwelling location directly beneath at the grade or first floor level and having exclusive individual ownership and occupant rights of each dwelling unit including but not limited to the land area directly beneath the dwelling.
- c. Row House Style Townhomes: An attached dwelling joined to at least three others in a row by common walls on not more than two sides. Row houses are generally urban housing style, usually on their own lots.
- d. Single Family Attached: A lot designed to accommodate two individual units that share a common wall on a common lot line.

611.7.7. SUBDISTRICT REGULATIONS.

Subd. 1. There are four subdistricts established in this Special District. They are: “Low Density Residential”, “Medium Density Residential”, “Commercial Business District”, and “Mixed Use District”.

Subd. 2. The following regulations apply within the area identified as “Low Density Residential” on the Skye View Land Use Plan. This District consists of four land uses: “Single-family”, “Single-family attached”, and “Zero lot line”, and “Row House Style Townhomes”.

a. Low Density Residential

1. Unless otherwise specified in this special district, the regulations of the R-1 District shall apply within the Low-Density District.
2. Permitted uses shall include the following
 - a. Single family detached
 - b. Single family attached
 - c. Row House Style Townhouse
 - d. Zero lot line
3. Lot Development Standards.
 - a. Setback and lot criteria:
 - The minimum setback and lot criteria for this District is listed in Table A

Table A						
Use	Lot Area	Lot Frontage	Setback Criteria:			
			Front Yard	Rear Yard	Side Yard	Sum
Single Family Detached	8,000 SF	70	25	25	8	16
Single Family Attached	6800 SF	60	20	15	8	16
Row House Style Townhouses	3500 SF	18 ⁽¹⁾ 26 ⁽²⁾	20	15	8	16
Zero Lot Line	3000 SF	38	20	15	8/0	8

(1) Interior Unit

(2) Exterior Unit

- b. The only exemption from the front, and rear setback standards will be eaves and stoops.
- c. The driveway curb cuts will be no greater than 16' width for a 2-car garage and 12' for Row House Style Townhomes to the garage.
- d. Street trees of a minimum 1-1/2" caliper size are required at approximate 35' intervals in all grass boulevard areas of public streets
- e. The maximum height of any structure is 35 feet measured from the lowest ground elevation adjacent to the structure to the midpoint of the sloped roof.
- f. Density and intensity
 - The minimum density and intensity for this District is listed in Table B:
- g. Zero lot line development will require party wall and maintenance agreements.

Table B		
Land Use	Proposed Density/Intensity	Approx. Acres
Low Density Residential District (Single Family Attached/Row Townhouses)	12-18 Units/Acre	1.8

b. Medium Density District

1. Unless otherwise specified in this special district, the regulations of the R-2 District shall apply within the Medium Density area.
2. Permitted uses shall include all the following
 - a. Condominiums
 - b. Multifamily
 - c. Open space/recreational area
3. Lot development standards:
 - a. Setback and Lot Criteria
 - The minimum setback and lot criteria for this District is listed in Table A:

Table A						
Use	Lot Area	Lot Frontage	Setback Criteria:			
			Front Yard	Rear Yard	Side Yard	Sum
Multifamily	15,000 SF	140 ft	25	15	15	30
Condominium	N/A	N/A	25	15	15	30
Open/Recreational Space	N/A	N/A	N/A	N/A	N/A	N/A

- b. The only exception from the front and rear setback standards will be eaves and stoops
- c. The driveway curb cuts will be no greater than 25 feet in width.
- d. Street trees of a minimum 1-1/2" caliper size are required at approximate 35' intervals in all grass boulevard areas of public streets.
- e. Architectural standards. A building must incorporate architectural styles, building materials and colors used in surrounding buildings. An Architectural Control Committee has been established to review all proposed building plans for consistency in design and appearance standards.
- f. Landscape Plan: Lot landscaping standard requirements for the medium density development shall be provided for each lot consistent with the minimum standards established by the Architectural Control Committee (ARC). The ARC shall review all landscape plans to ensure they are consistent with the minimum standards established by the ARC.
- g. Maximum building height shall be 35 Feet.
- h. Density and intensity
 - The minimum density, range of densities (minimum to maximum), and intensity for this District is listed in Table B:

Table B		
Land Use	Proposed Density/Intensity	Approx. Acres
Medium Density Residential District (Multifamily/Condominiums)	16-21 Units/Acre	1.6

c. Commercial Business District

1. Unless otherwise specified in the special district, the regulations of the C-1, Central Business District shall apply within the Commercial Business District.
2. Permitted uses shall include the following
 - a. Retail Sales
 - b. Sit-down and drive thru Restaurants
 - c. Entertainment & Drinking
 - d. Home Improvement Trades
 - e. Appliance Sale and Services
 - f. Repair Shops
 - g. Banks/Savings/Loans

- h. Offices
- i. Personal Services
- j. Hotel/Motel
- k. Animal Hospital/ veterinary clinic
- l. Convenience Retail – with and without gasoline sales
- m. Drive-Thru Facilities
- n. Electric vehicle charging stations
- o. Coffee Shops
- p. Live Over Work

3. Lot Development Standards

a. Setback and Lot Criteria

- i. The Minimum Setback and Lot Criteria for the District is listed in Table A

Table A						
Use	Lot Area	Lot Frontage	Setback Criteria (Feet):			
			Front Yard (feet)	Rear Yard	Side Yard	Sum
all uses	6,000 SF	80	25	25	10	20
parking lots (associated with the principal structure)	n/a	n/a	8	8	8	n/a
corner lot	6,600 SF	80	25	25	12	N/A

b. Maximum building height shall be 35 feet.

c. Minimum parking standards for commercial uses shall be in accordance with Section 609.7 Parking of the Code of Ordinance for the City of Plainview.

d. Density and Intensity

- The maximum density and intensity for this District is listed in Table B:

Table B		
Land Use	Proposed Density/Intensity	Approx. Acres
Commercial District	0.50 FAR ⁽¹⁾	0.56

(1) Maximum floor area ratio: A sum of the gross horizontal area of the floors of a building measured from the outside faces of wall or the centerline of party walls separating two buildings. This does not include any interior parking spaces, loading spaces, any space where the floor to ceiling height is less than six feet, any space devoted to mechanical equipment, terraces, breezeways, screened porches, basements, other sub-terranean areas not intended for human habitation.

Example: Two story building with 1,500 S.F. of gross floor area for a total of 3,000 S.F. located on a 6,000 S.F. lot. First floor mechanical room of 30 S.F. and stairwell area of 750 S.F. combined on both floors. $3,000 \text{ S.F.} - (30 \text{ S.F.} + 750 \text{ S.F.}) = 2,220 \text{ S.F.}$ of net floor area. $\text{FAR} = 2,200 \text{ S.F. net floor area} / 6,000 \text{ S.F. gross lot size} = 0.37$.

4. Site Development Plan and Site Plan Review: A site Development Plan for all uses in the Commercial Business District shall be prepared and submitted to the City of Plainview for review. The City of Plainview will review the Site Development Plan for consistency with the standards and criteria of the Special District for architecture, signage, parking, and landscaping, including City code, when and where applicable, except where the city Special District language modifies the standards of the City Codes.
5. Convenience retail and drinking and entertainment uses shall have hours of operation as follows:
 - a. Convenience Retail: 24 hours
 - b. Drinking and entertainment: 6am - 12 midnight
6. Stacking Requirements for drive-in facilities shall be reduced to five in-bound and one out-bound space per drive lane.
7. On-street parking in front of the retail uses shall be allowed. On street parking in front or on the side street of the lot shall count toward fulfilling the parking requirements of the ordinance. On street parking spaces must be striped for clarity and be at least 22.5' long. On-Street spaces may not conflict with traffic, sight lines, or pedestrian circulation.
8. Limitation on permitted uses:
 - a. Not more than one convenience retail use that includes sales of automotive fuels may be permitted in the Commercial Business District.
 - b. With the exception of transit accommodation (motel/hotels), restaurant uses and grocery stores, individual businesses shall not exceed 20,000 square of floor area on the ground floor.
9. Lot Development Standards:
 - a. Exterior Trash Receptacles shall be constructed to the size and standards of the typical section on Exhibit G of the Special District.
 - b. Utility boxes and water backflow prevention devices shall be located so they are visually unobtrusive and screened with landscaping as allowed.
 - c. Buildings shall be oriented to face the street with entrances and display windows at the street level. Extended awnings, canopies or large umbrellas shall be permitted and located to provide shade. A revocable permit will be required by the City whenever a canopy or awning extends into the public right of way. Restaurants shall be permitted to operate outdoor cafes on sidewalks, including areas within the public right of way provided that pedestrian circulation and access to store entrances are not impaired. Revocable permits are for the private use of the public right-of-way, either permanent or temporary. The "revocable" designation means that the City may revoke the permit at any time for any reason.

d. Bicycle-locking stands are required in each Commercial Use. One stand, which holds a minimum of six bicycles, shall be provided for every 20,000 square feet of gross leasable space. These stands must harmonize with the architectural of the retail area connect to the ground at two points or more.

e. Street trees are required along the public streets of all mixed-use buildings at a minimum spacing of 35' on center.

f. Parking

i. Minimum parking requirements for the Commercial Business District, shall use business center parking standards of Section 609.7 of the Code of Ordinance for City of Plainview.

ii. In commercial or office uses, which have shop fronts adjacent to sidewalks and streets, on-street parking directly in front of the lot shall count toward fulfilling the parking requirement and meet requirements set forth in 611.7.7.c.4.7.

iii. Parking lot screening

a. All parking areas containing more than six spaces (if not screened by the building from public roads) must be screened with a hedgerow (42" minimum height), unless there is a minimum 8 front wide landscape use provided. Hedgerows shall be planted at a maximum of 4'-0" on center and shall reach a minimum height of 36" and a maximum height of 6'-0".

iv. Parking Lot Landscaping:

a. Parking areas containing more than 15 spaces and containing more than two contiguous or parallel rows of parking shall have internal landscaping within the parking area equal to at least five percent of paved area of the lot (including drive aisles plus driveways).

b. Paved areas do not include sidewalks, patios, or other paved areas not associated with vehicle parking or circulation. Planting areas must be distributed throughout the parking areas. They must have a minimum width of at least eight feet and be at least 100 square feet in area.

c. Each 100 square feet of required landscape area must contain at least one canopy tree or two understory trees (minimum size for canopy trees in 1 ½" caliper and minimum size for understory tree is one inch caliper). The landscape islands shall not be used for snow storage and any planting must be maintained in a healthy condition and appearance. These areas may contain external standard lighting fixtures.

10. Landscape Plan: Lot landscaping standard requirements to the Commercial development shall be provided for each lot consistent with the minimum standards established by the Architectural Control Committee (ARC). The ARC shall review all landscape plans to ensure they are consistent with the minimum standards established by the ARC.

a. Signs

- i. Signs should add interest to the street level environment. They can only unify the overall architectural concept of the building, or provide unique identity for a commercial space within a larger mixed-use structure. Signage shall be appropriate for the scale, character and use of the project and surrounding area. Signs should be oriented and scaled for both pedestrians on sidewalks and vehicles on streets. The following sign types satisfy these requirements:
 - a. **Blade Sign** - A sign used to attract pedestrians or drivers who cannot see a storefront. Blade signs are usually illuminated both on the front and back with two faces. They can also be non-illuminated with a cut-out design. They are usually hung from ornate brackets.
 - b. **Marquee** - A structure attached to and projecting from a wall of a building, located above an entrance, which is designed to identify a business or use located on the premises or to advertise present or scheduled events on the premises.
 - c. **Neon signs** - sized to not exceed 20 square feet.
 - d. **Free standing sign** - self-supporting sign resting on or supported by means of poles, standards of any other type of base anchored to the ground
 - e. **Projecting sign** – A sign, other than a wall sign, which attaches to and projects from a structure or building facade.
 - f. **Graphics sign** – A sign which is an integral part of the building facade. The sign is painted directly on, carved in or otherwise permanently imbedded in the facade. Signs in shop windows are included unless they qualify as auxiliary signs.
 - g. **Auxiliary sign** – A sign providing information of a special or general nature which does not include information on names, brands or product lines, such as hours of operation, length of special sales, security warnings, directions for parking or entry or general pricing information (such as gas prices at service stations).
 - h. **Advertising signs (billboards)** - will be prohibited.
 - i. **Wall signage** - A sign mounted parallel to a building facade or other vertical building surface. These signs shall not be mounted more than 18 inches from the wall surface they are attached to and not exceed 10% of the wall surface of the front of the building.
- ii. Sign standards shall conform with the following criteria:
 - a. **Free standing sign** – maximum height 20' feet.
 - b. **Projecting sign** – maximum area – 20 square feet, maximum height – 12 feet.
 - c. **Graphics sign** – maximum area of 10% of wall.

- d. **Auxiliary sign** – maximum height – 6’.
 - e. **Advertising signs** (billboards) will be prohibited.
 - f. **Wall signage** - should be uniform in size.
 - g. Signs can be internally lit.
- iii. Architectural standards.
 - a. Standards for all uses:
 - 1. Each Building shall avoid long, monotonous-uninterrupted walls or roof planes. The façade of a building should be divided into distinct modules, no longer than 150 feet.
 - 2. Mechanical equipment, electrical and communication transformers, cabinets, and service areas shall be located out of public view where feasible or screened from public view with fences, walls, or landscaping.
 - b. Standards for Convenience Retail Uses
 - 1. Convenience retail uses shall locate automotive fuel service and drive-in service areas away from residences and toward the perimeter streets.
 - 2. Light from lighting fixtures and signage, and sound from sound-producing equipment shall be deflected away from residences. Music from sound producing equipment shall be prohibited on the exterior of the building.
 - 3. Foundation landscaping (4’ minimum planting bed width) and windows shall be provided along all building sides that are open to view from public streets.
 - 4. Perimeter landscaping at least four feet in depth shall be provided along public roads between sidewalks and driveway or parking areas.
 - 5. Pedestrians must be able to safely access the building from public sidewalks on visual prominent crosswalks within drive areas to the building’s front door.
 - 6. All sides of the building façade shall be designed to provide architectural and visual interest.
 - i. A minimum of 50% of the building along a street right of way at ground level must be clear or lightly tinted windows, doors, or other treatment that are sufficiently transparent to provide pedestrian views into the building.
 - ii. Awnings, covered walkway, open colonnades, or similar weather protection must be provided by at least 50% of the commercial, retail, service, and office uses that front the right of way.

- iii. Doorways, windows, and other openings in the façade of a building shall be proportioned to reflect pedestrian scale and movement, and to encourage interest at the street level.
- iv. Exterior materials may include brick, architecturally treated concrete, stone, tile, stucco, stucco-like panels and other cultured stone, and similar high quality architectural materials.
- v. Buildings shall be oriented to face the street with entrances and display windows at the street level. Extended awnings, canopies or large umbrellas shall be permitted and located to provide shade. Restaurants shall be permitted to operated outdoor cafes on sidewalks, including area within the public right of way and in courtyards provided that pedestrian circulation and access to store entrances are not obstructed.
- vi. Drive-thrus:
 - a. Drive-thru facilities shall be permitted in the Commercial Use District
 - b. The Stacking requirements for the Drive-Thrus are defined in Section 611.7.7 C.6
 - c. The use of outdoor speaker systems and other audio type equipment shall be limited by the Architectural Control Committee and local noise ordinances.
 - d. The Site Plan for each drive-thru facility shall minimally include the location of the drive-thru, staging aisle, location of the menu board, and other signage deemed necessary for the operation of the drive-thru.

d. Mixed-Use District:

- 1. The “Mixed Use District” permitted uses are as follows:
 - a. Multi-family (max. 4 connected units)
 - b. Live Over Work
 - c. Multi-family
 - d. Commercial uses permitted by this special district.
 - e. Row House Style Townhouses
- 2. Lot Development Standards
 - a. Setback and Lot Criteria

- The Minimum Setback and Lot Criteria for the District is listed in Table A:

Table A						
Use	Lot Area	Lot Frontage	Setback Criteria (Feet):			
			Front Yard (feet)	Rear Yard	Side Yard	Sum
Multi-family	Variable	120	25	20	8	16
Live - Work	Variable	106	25	20	8	16
Multi-family (max. 4 units)	Variable	80	25	20	8	16
Row House Style Townhouses	3500 SF	18 ⁽¹⁾ 26 ⁽²⁾	20	15	8	16

(1) Interior Unit

(2) Exterior Unit

3. Density and Intensity

- The maximum density, range of densities (minimum to maximum), and intensity for this District is listed in Table B:

Table B		
Land Use	Proposed Density/Intensity	Approx. Acres
Mixed Use District (Multi-family/Live-Work/ Multi-family (max. 4 units)/Row House Style Townhomes)	19-42 Multi-family Units	1.5
	3+ Live Over Work	
	Multi-family (max. 4 units attached)/8 units maximum	
	Row House Style Townhomes/8 units maximum	

4. Live Over Work: Office and residential uses are allowed on the upper levels. Two off-street parking stalls per residential unit is required and must be reserved.
5. A site Development Plan for all uses in the Mixed-Use District shall be prepared and submitted to the city of Plainview for review. The City of Plainview will review the Site Development Plan for consistency with the standards and criteria of the Special District for architecture, signage, parking, and landscaping, including City code, when and where applicable, except where the city Special District language modifies the standards of the City Codes.
6. Minimum of two stories above grade is allowed. A story is defined as that portion of a building included between the upper surface of any floor and the upper surface at the next floor above except that the topmost floor shall be that portion of a building included between the upper surface of the topmost floor and ceiling.
7. Maximum size for a restaurant use is 7,000 square feet.
8. Alcohol sales are permitted.
9. The height allowed for a three-story building shall be 35 feet.
10. Lot development Standards:

- a. Exterior Trash Receptacles shall be constructed to size and standards of the typical section on figure Exhibit F of the Special District.
 - b. Utility boxes and water backflow prevention devices shall be located so they are visually unobtrusive and screened with landscaping as allowed.
 - c. Buildings shall be oriented to face the street with entrances and display windows at the street level, except for the storage facilities. Extended awnings, canopies or large umbrellas shall be permitted and located to provide shade.
 - d. Street trees are required along the public streets of all mixed-use buildings at a minimum spacing of 35' on center.
11. Parking requirements for the Mixed-Use District shall use standards of Section 609.7 except as follows:
 - Live over work Commercial space 1 stall/ 200 square feet
 - Apartments: 1 stall for 1 bedroom, 1.5 stalls for 2-bedroom, 2 stalls for 3 bedrooms.
 - a. Parking Lot Screening:
 1. All parking areas containing more than six spaces (if not screened by the building from public roads) must be screened with a hedgerow. These landscaped areas but be a minimum of 4'-0" wide. Hedgerows shall be planted at a maximum of 4'-0" on center and shall reach a minimum height of 36" and a maximum height of 6'0".
 - b. Parking Lot Landscaping:
 1. Parking areas containing more than 15 spaces and containing more than two contiguous or parallel rows of parking shall have internal landscaping within the parking area equal to at least five percent of paved area of the lot (including drive aisles plus driveways).
 2. Paved areas do not include sidewalks, patios, or other paved areas not associated with vehicle parking or circulation.
 3. Each 100 square feet of required landscape area must contain at last one canopy tree or two understory trees (minimum size for canopy trees in 1 – 1/2" caliper and minimum size for understory tree is one inch caliper). The landscape islands shall not be used for snow storage and any planting must be maintained in a healthy condition and appearance. These areas may contain external standard lighting fixtures.
12. Signs
 - a. Signs should add interest to the street level environment. They can only unify the overall architectural concept of the building or provide unique identity for a commercial space within a larger mixed-use structure. Signage shall be appropriate for the scale, character and use of the project and surrounding area. Signs should be oriented and scaled for both pedestrians on the sidewalks and vehicles on streets. The following sign types satisfy these requirements:

1. **Blade Sign** - A sign used to attract pedestrians or drivers who cannot see a storefront. Blade signs are usually illuminated both on the front and back with two faces. They can also be non-illuminated with a cut-out design. They are usually hung from ornate brackets.
 2. **Marquee** - A structure attached to and projecting from a wall of a building, located above an entrance, which is designed to identify a business or use located on the premises or to advertise present or scheduled events on the premises.
 3. **Neon signs** - sized to not exceed 20 square feet.
 4. **Free standing sign** - self-supporting sign resting on or supported by means of poles, standards of any other type of base anchored to the ground
 5. **Projecting sign** – A sign, other than a wall sign, which attaches to and projects from a structure or building facade.
 6. **Graphics sign** – A sign which is an integral part of the building facade. The sign is painted directly on, carved in or otherwise permanently imbedded in the facade. Signs in shop windows are included unless they qualify as auxiliary signs.
 7. **Auxiliary sign** – A sign providing information of a special or general nature which does not include information on names, brands or product lines, such as hours of operation, length of special sales, security warnings, directions for parking or entry or general pricing information (such as gas prices at service stations).
 8. **Advertising signs (billboards)** - will be prohibited.
 9. **Wall signage** - A sign mounted parallel to a building facade or other vertical building surface. These signs shall not be mounted more than 18 inches from the wall surface they are attached to and not exceed 10% of the wall surface of the front of the building.
- b. Sign standards shall conform with the following criteria:
1. **Free standing sign** – maximum height 20' feet.
 2. **Projecting sign** – maximum area – 20 square feet, maximum height – 12 feet.
 3. **Graphics sign** – maximum area of 10% of wall.
 4. **Auxiliary sign** – maximum height – 6'.
 5. **Advertising signs (billboards)** will be prohibited.
 6. **Wall signage** - should be uniform in size.
 7. Signs can be internally lit.
13. Architectural Standards.
- a. Standards for all uses:
1. Each building shall avoid long, monotonous-uninterrupted walls or roof planes. The façade of a building should be divided into distinct modules, no longer than 150 feet.
 2. Mechanical equipment, electrical and communication transformers, cabinets, and services areas shall be located out of public view

where feasible or screened from public view with fences, walls, or landscaping.

3. All sides of the building façade shall be designed to provide architectural and visual interest.
 - i. Doorways, windows, and other openings in the façade of a building shall be proportioned to reflect pedestrian scale and movement, and to encourage interest at the street level.
 - ii. Exterior material may include brick, architectural treated concrete, sone tile, stucco, stucco-like panels and other cultured stone, and similar high quality architectural materials
 - iii. Buildings shall be oriented to face the street with entrances and display windows at the street level. Extended awnings, canopies or large umbrellas shall be permitted and located to provide shade.

611.7.8 PARKLAND DEDICATION REGULATIONS

1. Section 622.9 of the Code of Ordinances for the City of Plainview titled “Parks, Open Space, and Public Use” contains the current policy for parkland dedication or cash in lieu of dedication provision when a park or public area is not shown on the Comprehensive plan. Parkland Dedication Ordinances are granted pursuant to State Statute 462.358. Section 622.9 of the Code of Ordinances provides for a schedule based on density of the development for R-1 and R-2 residentially zoned districts.
2. The Skye View Special District Plan contains four distinct land use districts of which three are subject to parkland requirements. They are (1) Low-Density Residential; (2) Medium Density Residential; (3) a portion of the Mixed-Use for Multifamily, or Live-Over work.
3. The parkland dedication requirement for this Special District will be met via a cash contribution in lieu of land dedication. The cash payment for parkland dedication shall be made prior to recording the Final Plat of each phase of development with land uses that are subject to the parkland dedication per item 3 above.
4. Calculation of parkland dedication: The amount of cash in lieu of dedication of parkland for each land use designation shall be based on the density of each category as noted in the following table:

Table A	
Land Use	Required Dedication
Low Density Residential	8% of total land area
Medium Density Residential	Refer to Table B
Mixed-Use Density Residential	Refer to Table B

Table B: Density calculation for Medium Density and Mixed-Use Density for residential use. The population density chart is pertinent to the land use that potentially increases demand on parks.

Table B	
Density in Dwelling Units per Gross Acre of Residential Land Area (dwelling units per acre)	Estimated Number of Persons per Dwelling Unit
16-21	2.22
Over 21	1.98

- The total land dedication requirement in Table A is calculated based on total land area within the low-density residential zone multiplied by the required dedication percentage. The dedication requirement formula is **number of acres within the low-density residential zone x required dedication percentage = Amount of land to be dedicated.**

The total land dedication requirement in Table B is calculated based on need for 8 acres per 1,000 residents. The dedication requirement formula is **0.008 x the number of persons per dwelling unit x number of units = Amount of land to be dedicated.**

The formula for Cash in Lieu of land dedication is as follows: **Fair market value per acre x number of acres required to be dedicated = cash payment in Lieu of land dedication.**

Table A Example:

10 acres low density residential x 0.08 = 0.8 acres

0.8 acres x \$10,000 per acre fair market value = \$8,000.00

Table B Example:

(0.008 x 2.22 persons per dwelling unit) x 20 dwelling units = 0.35 Acres

0.35 acres x \$10,000 per acre fair market value = \$3,552.00

The fair market value of the land before development to be used in calculations for Tables A and B shall be defined by either (1) appraised or (2) negotiated value between the City and Developer.

611.7.9 GENERAL DEVELOPMENT STANDARDS

- Public street section for Skye View Development shall follow the cross-sections shown in Exhibit C.

611.7.10 BOUNDARIES

1. The regulations established herein shall apply to the land described in Section 611.7.2 and shall be designated “SD-SV” on the zoning map.

611.7.11 EXHIBITS

1. The following documents shall be submitted with the Special District application and included as exhibits of this Ordinance:
 - i. Special District Boundary and Underlying Zone, Exhibit A
 - ii. Concept Plan Exhibit B
 - iii. Street Sections/Utilities, Exhibit C
 - iv. Pedestrian Circulation, Exhibit D
 - v. Building Proto-types Exhibit E
 - vi. Trash enclosure- Exhibit F

611.7.12 EFFECTS OF REGULATIONS

1. The Special District ordinance and Exhibits A-F including preliminary or final plats together with the conditions and restrictions imposed, if any, shall govern the use and development of the land.

611.7.13 DEVELOPMENT PROCEDURES

Subd. 1. Except as herein described, development procedures for property within the Special District shall be consistent with the requirements of the Plainview Code of Ordinances. Additional plans and information shall be submitted, as necessary, for development within the Special District, as outlined below. If determined necessary by the Zoning Administrator, additional plans, or information necessary for development approvals shall also be submitted.

Subd. 2. Preliminary and Final Plat Application. Preliminary and Final plat applications within the Special District shall include plans and information consistent with the requirements of the Plainview Code of Ordinances. If requested by the Zoning Administrator, additional information needed in order to judge the nature and propriety of the proposal shall also be submitted.

Subd. 3. Zoning Certification and Building Permit. Applications for building permits and zoning certificates within the Special District shall include submission of a Skye View Development Architectural Review Committee document. This document must verify a review of sitting and plans for the compliance with this Special District’s intent, as outlined in the covenants submitted with the final plat.

611.7.14 RESCINDING APPROVAL

After two years form the date of approval of the Special District, the Council may, following a public hearing, rescind approval of this Special District upon finding that no progress has been made in the construction of the development.

Section 2. This Ordinance shall become effective on and after this date of its publication.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF PLAINVIEW, MINNESOTA,
THIS _____ DAY OF _____, 2021.

X

PRESIDENT OF SAID CITY COUNCIL

X

CITY CLERK

APPROVED THIS _____ DAY OF _____, 2021.

X

MAYOR OF SAID CITY

(Seal of the City of Plainview Minnesota)

**Exhibit A - Special District Boundary &
Underlying Zoning**

14-203293_ Exhibit A.dwg

11/4/2021 10:29:04 AM

LEGAL DESCRIPTION:

A PART OF THE NORTH HALF OF THE SOUTHWEST QUARTER OF SECTION 17, TOWNSHIP 108 NORTH, RANGE 11 WEST, WABASHA COUNTY, MINNESOTA, DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHWEST CORNER OF THE SOUTHWEST QUARTER OF SAID SECTION 17; THENCE EASTERLY ALONG THE NORTH LINE OF SAID SOUTHWEST QUARTER FOR A DISTANCE OF 861.3 FEET TO THE POINT OF BEGINNING; THENCE CONTINUE EASTERLY ALONG THE NORTH LINE OF SAID SOUTHWEST QUARTER FOR A DISTANCE OF 693.00 FEET; THENCE, SOUTHERLY, PARALLEL WITH THE WEST LINE OF SAID SOUTHWEST QUARTER FOR A DISTANCE OF 577.5 FEET (35 RODS); THENCE WESTERLY, PARALLEL WITH THE NORTH LINE OF SAID SOUTHWEST QUARTER, FOR A DISTANCE OF 693.00 FEET; THENCE NORTHERLY FOR A DISTANCE OF 577.5 FEET TO THE POINT OF BEGINNING, CONTAINING 9.19 ACRES, MORE OR LESS.

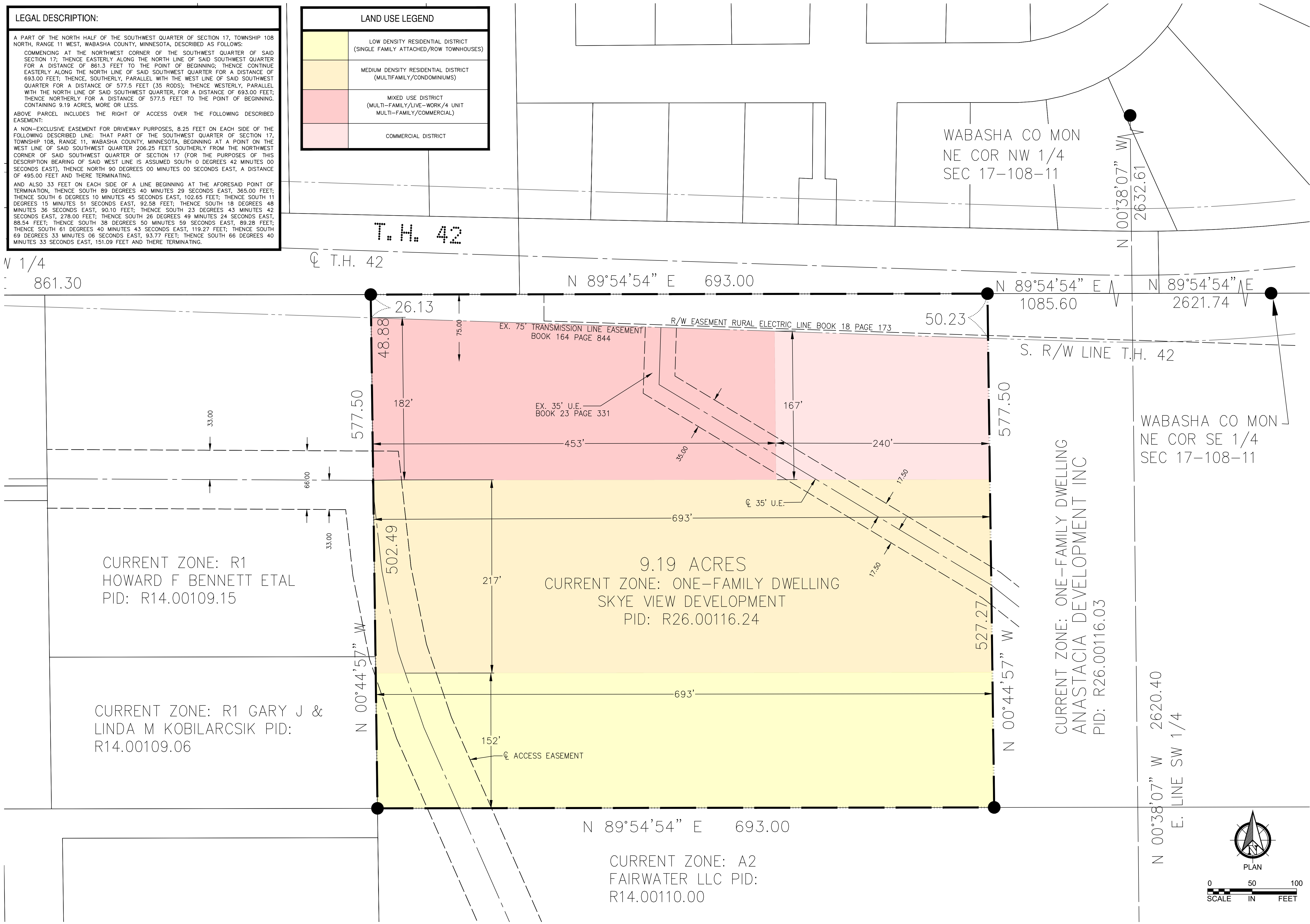
ABOVE PARCEL INCLUDES THE RIGHT OF ACCESS OVER THE FOLLOWING DESCRIBED EASEMENT:

A NON-EXCLUSIVE EASEMENT FOR DRIVEWAY PURPOSES, 8.25 FEET ON EACH SIDE OF THE FOLLOWING DESCRIBED LINE: THAT PART OF THE SOUTHWEST QUARTER OF SECTION 17, TOWNSHIP 108, RANGE 11, WABASHA COUNTY, MINNESOTA, BEGINNING AT A POINT ON THE WEST LINE OF SAID SOUTHWEST QUARTER 206.25 FEET SOUTHERLY FROM THE NORTHWEST CORNER OF SAID SOUTHWEST QUARTER OF SECTION 17 (FOR THE PURPOSES OF THIS DESCRIPTION BEARING OF SAID WEST LINE IS ASSUMED SOUTH 0 DEGREES 42 MINUTES 00 SECONDS EAST), THENCE NORTH 90 DEGREES 00 MINUTES 00 SECONDS EAST, A DISTANCE OF 495.00 FEET AND THERE TERMINATING.

AND ALSO 33 FEET ON EACH SIDE OF A LINE BEGINNING AT THE AFORESAID POINT OF TERMINATION, THENCE SOUTH 89 DEGREES 40 MINUTES 29 SECONDS EAST, 365.00 FEET; THENCE SOUTH 6 DEGREES 10 MINUTES 49 SECONDS EAST, 102.65 FEET; THENCE SOUTH 11 DEGREES 15 MINUTES 51 SECONDS EAST, 92.58 FEET; THENCE SOUTH 18 DEGREES 48 MINUTES 36 SECONDS EAST, 90.10 FEET; THENCE SOUTH 23 DEGREES 43 MINUTES 42 SECONDS EAST, 278.00 FEET; THENCE SOUTH 26 DEGREES 49 MINUTES 24 SECONDS EAST, 88.54 FEET; THENCE SOUTH 38 DEGREES 50 MINUTES 59 SECONDS EAST, 89.28 FEET; THENCE SOUTH 61 DEGREES 40 MINUTES 43 SECONDS EAST, 119.27 FEET; THENCE SOUTH 69 DEGREES 33 MINUTES 06 SECONDS EAST, 93.77 FEET; THENCE SOUTH 66 DEGREES 40 MINUTES 33 SECONDS EAST, 151.09 FEET AND THERE TERMINATING.

LAND USE LEGEND

	LOW DENSITY RESIDENTIAL DISTRICT (SINGLE FAMILY ATTACHED/ROW TOWNHOUSES)
	MEDIUM DENSITY RESIDENTIAL DISTRICT (MULTIFAMILY/CONDOMINIUMS)
	MIXED USE DISTRICT (MULT-FAMILY/LIVE-WORK/4 UNIT MULT-FAMILY/COMMERCIAL)
	COMMERCIAL DISTRICT



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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

ROCHESTER OFFICE
1712 RESTORATION
ROAD SW
ROCHESTER, MN 55902

REV.	DATE:	DESCRIPTION:

SKYE VIEW DEVELOPMENTS
PLAINVIEW, MINNESOTA
BOUNDARY EXHIBIT & UNDERLYING ZONING

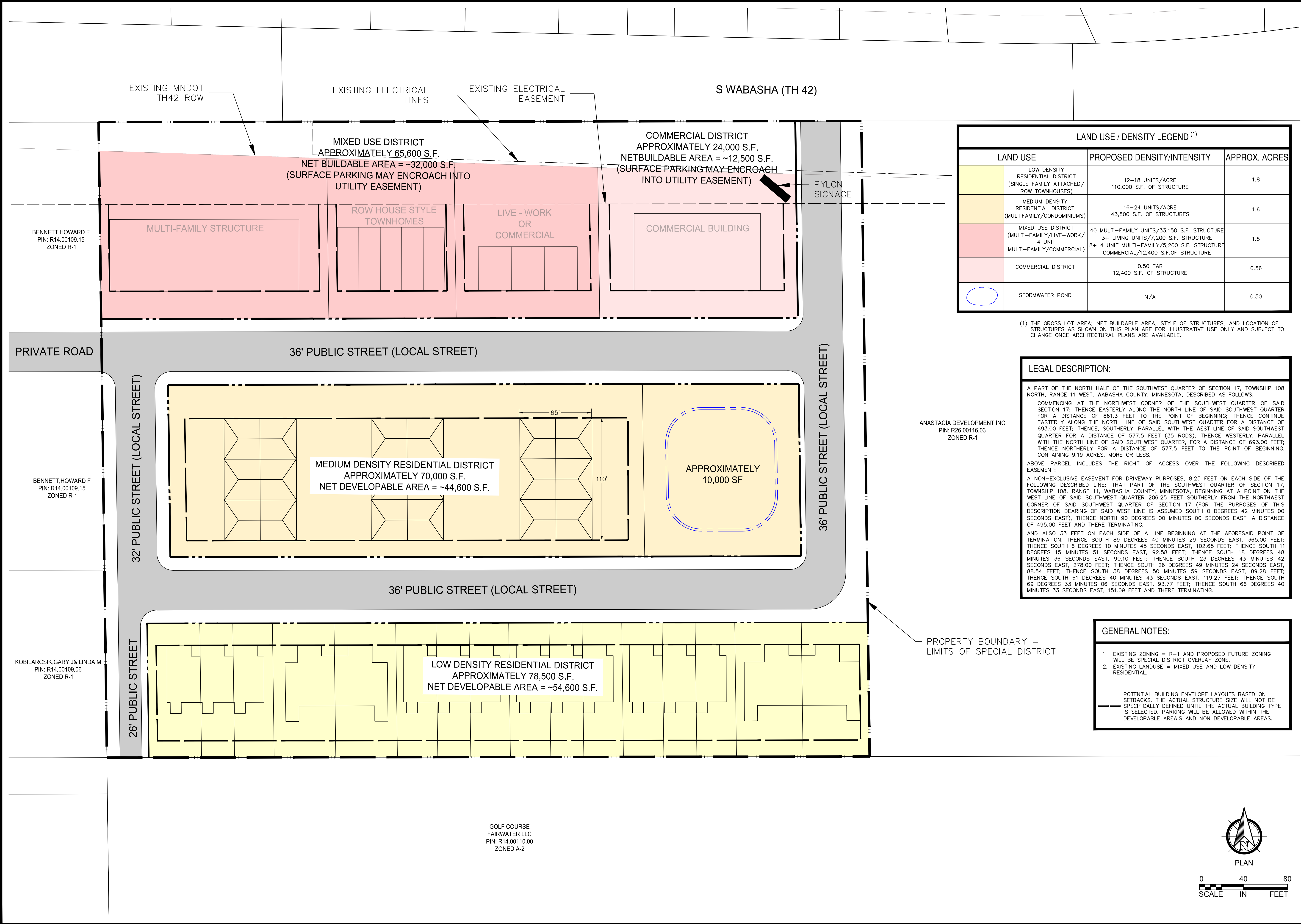
EXHIBIT A
BOUNDARY EXHIBIT &
UNDERLYING ZONING

SCALE: AS SHOWN
DATE: 11/4/21
DRAWN BY: TSW
JOB NUMBER: 14-203293
DWG. FILE: 14-203293_EXHIBIT A.DWG

Exhibit B - Concept Plan

14-203293_Exhibit B.dwg

12/9/2021 9:01:13 AM



LAND USE / DENSITY LEGEND ⁽¹⁾			
LAND USE		PROPOSED DENSITY/INTENSITY	APPROX. ACRES
	LOW DENSITY RESIDENTIAL DISTRICT (SINGLE FAMILY ATTACHED/ ROW TOWNHOUSES)	12-18 UNITS/ACRE 110,000 S.F. OF STRUCTURE	1.8
	MEDIUM DENSITY RESIDENTIAL DISTRICT (MULTIFAMILY/CONDOMINIUMS)	16-24 UNITS/ACRE 43,800 S.F. OF STRUCTURES	1.6
	MIXED USE DISTRICT (MULTI-FAMILY/LIVE-WORK/ 4 UNIT MULTI-FAMILY/COMMERCIAL)	40 MULTI-FAMILY UNITS/33,150 S.F. STRUCTURE 3+ LIVING UNITS/7,200 S.F. STRUCTURE 8+ 4 UNIT MULTI-FAMILY/5,200 S.F. STRUCTURE COMMERCIAL/12,400 S.F. OF STRUCTURE	1.5
	COMMERCIAL DISTRICT	0.50 FAR 12,400 S.F. OF STRUCTURE	0.56
	STORMWATER POND	N/A	0.50

(1) THE GROSS LOT AREA; NET BUILDABLE AREA; STYLE OF STRUCTURES; AND LOCATION OF STRUCTURES AS SHOWN ON THIS PLAN ARE FOR ILLUSTRATIVE USE ONLY AND SUBJECT TO CHANGE ONCE ARCHITECTURAL PLANS ARE AVAILABLE.

LEGAL DESCRIPTION:

A PART OF THE NORTH HALF OF THE SOUTHWEST QUARTER OF SECTION 17, TOWNSHIP 108 NORTH, RANGE 11 WEST, WABASHA COUNTY, MINNESOTA, DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHWEST CORNER OF THE SOUTHWEST QUARTER OF SAID SECTION 17; THENCE EASTERLY ALONG THE NORTH LINE OF SAID SOUTHWEST QUARTER FOR A DISTANCE OF 861.3 FEET TO THE POINT OF BEGINNING; THENCE CONTINUE EASTERLY ALONG THE NORTH LINE OF SAID SOUTHWEST QUARTER FOR A DISTANCE OF 693.00 FEET; THENCE, SOUTHERLY, PARALLEL WITH THE WEST LINE OF SAID SOUTHWEST QUARTER FOR A DISTANCE OF 577.5 FEET (35 RODS); THENCE WESTERLY, PARALLEL WITH THE NORTH LINE OF SAID SOUTHWEST QUARTER, FOR A DISTANCE OF 693.00 FEET; THENCE, NORTHERLY FOR A DISTANCE OF 577.5 FEET TO THE POINT OF BEGINNING, CONTAINING 9.19 ACRES, MORE OR LESS.

ABOVE PARCEL INCLUDES THE RIGHT OF ACCESS OVER THE FOLLOWING DESCRIBED EASEMENT:

A NON-EXCLUSIVE EASEMENT FOR DRIVEWAY PURPOSES, 8.25 FEET ON EACH SIDE OF THE FOLLOWING DESCRIBED LINE: THAT PART OF THE SOUTHWEST QUARTER OF SECTION 17, TOWNSHIP 108, RANGE 11, WABASHA COUNTY, MINNESOTA, BEGINNING AT A POINT ON THE WEST LINE OF SAID SOUTHWEST QUARTER 206.25 FEET SOUTHERLY FROM THE NORTHWEST CORNER OF SAID SOUTHWEST QUARTER OF SECTION 17 (FOR THE PURPOSES OF THIS DESCRIPTION BEARING OF SAID WEST LINE IS ASSUMED SOUTH 0 DEGREES 42 MINUTES 00 SECONDS EAST), THENCE NORTH 90 DEGREES 00 MINUTES 00 SECONDS EAST, A DISTANCE OF 495.00 FEET AND THERE TERMINATING.

AND ALSO 33 FEET ON EACH SIDE OF A LINE BEGINNING AT THE AFORESAID POINT OF TERMINATION, THENCE SOUTH 89 DEGREES 40 MINUTES 29 SECONDS EAST, 365.00 FEET; THENCE SOUTH 6 DEGREES 10 MINUTES 45 SECONDS EAST, 102.65 FEET; THENCE SOUTH 11 DEGREES 15 MINUTES 51 SECONDS EAST, 92.58 FEET; THENCE SOUTH 18 DEGREES 48 MINUTES 36 SECONDS EAST, 90.10 FEET; THENCE SOUTH 23 DEGREES 43 MINUTES 42 SECONDS EAST, 278.00 FEET; THENCE SOUTH 26 DEGREES 49 MINUTES 24 SECONDS EAST, 88.54 FEET; THENCE SOUTH 38 DEGREES 50 MINUTES 59 SECONDS EAST, 89.28 FEET; THENCE SOUTH 61 DEGREES 40 MINUTES 43 SECONDS EAST, 119.27 FEET; THENCE SOUTH 69 DEGREES 33 MINUTES 06 SECONDS EAST, 93.77 FEET; THENCE SOUTH 66 DEGREES 40 MINUTES 33 SECONDS EAST, 151.09 FEET AND THERE TERMINATING.

GENERAL NOTES:

- EXISTING ZONING = R-1 AND PROPOSED FUTURE ZONING WILL BE SPECIAL DISTRICT OVERLAY ZONE.
- EXISTING LANDUSE = MIXED USE AND LOW DENSITY RESIDENTIAL.

POTENTIAL BUILDING ENVELOPE LAYOUTS BASED ON SETBACKS. THE ACTUAL STRUCTURE SIZE WILL NOT BE SPECIFICALLY DEFINED UNTIL THE ACTUAL BUILDING TYPE IS SELECTED. PARKING WILL BE ALLOWED WITHIN THE DEVELOPABLE AREA'S AND NON DEVELOPABLE AREAS.

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

ROCHESTER OFFICE
1712 RESTORATION
ROAD SW
ROCHESTER, MN 55902

REV:	DATE:	DESCRIPTION:

SKYE VIEW DEVELOPMENTS
PLAINVIEW, MINNESOTA
SPECIAL DISTRICT CONCEPT PLAN EXHIBIT

EXHIBIT B
CONCEPT PLAN

SCALE: AS SHOWN
DATE: 12/8/21
DRAWN BY: TSW
JOB NUMBER: 14-203293
DWG. FILE: 14-203293_EXHIBIT B.DWG

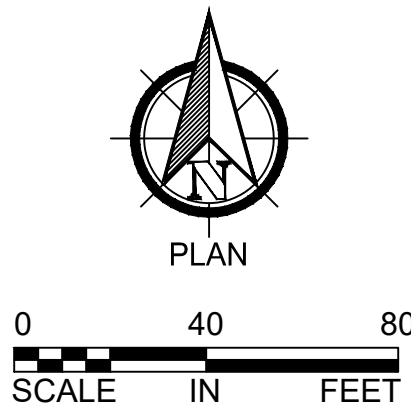
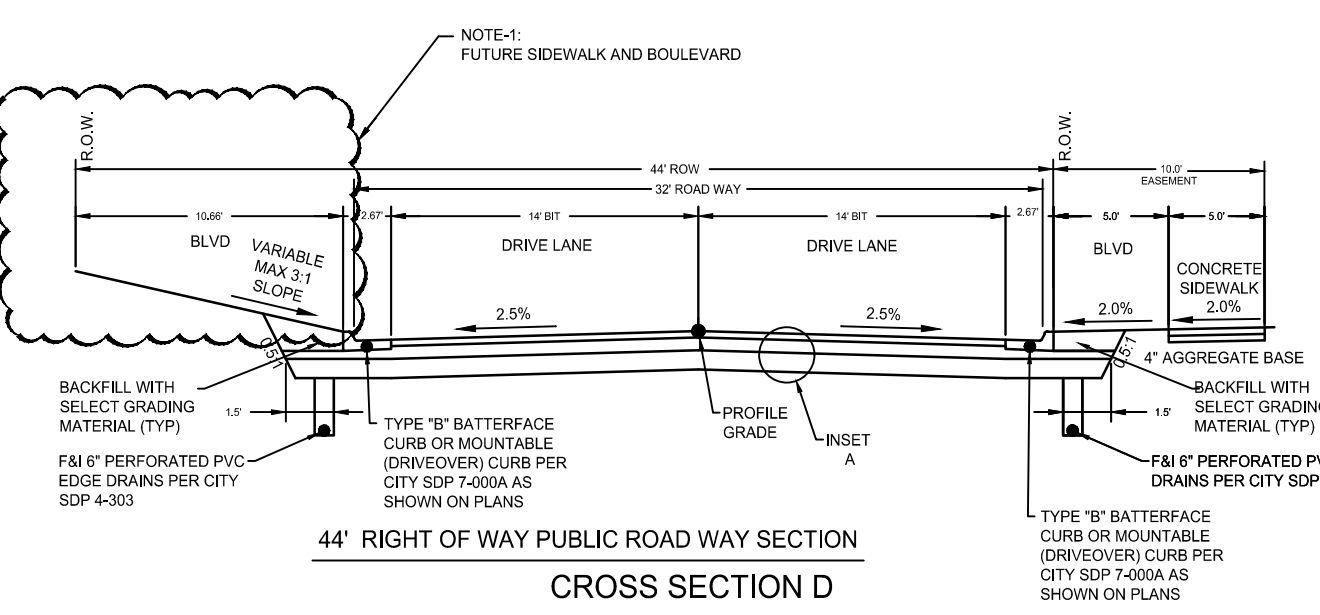
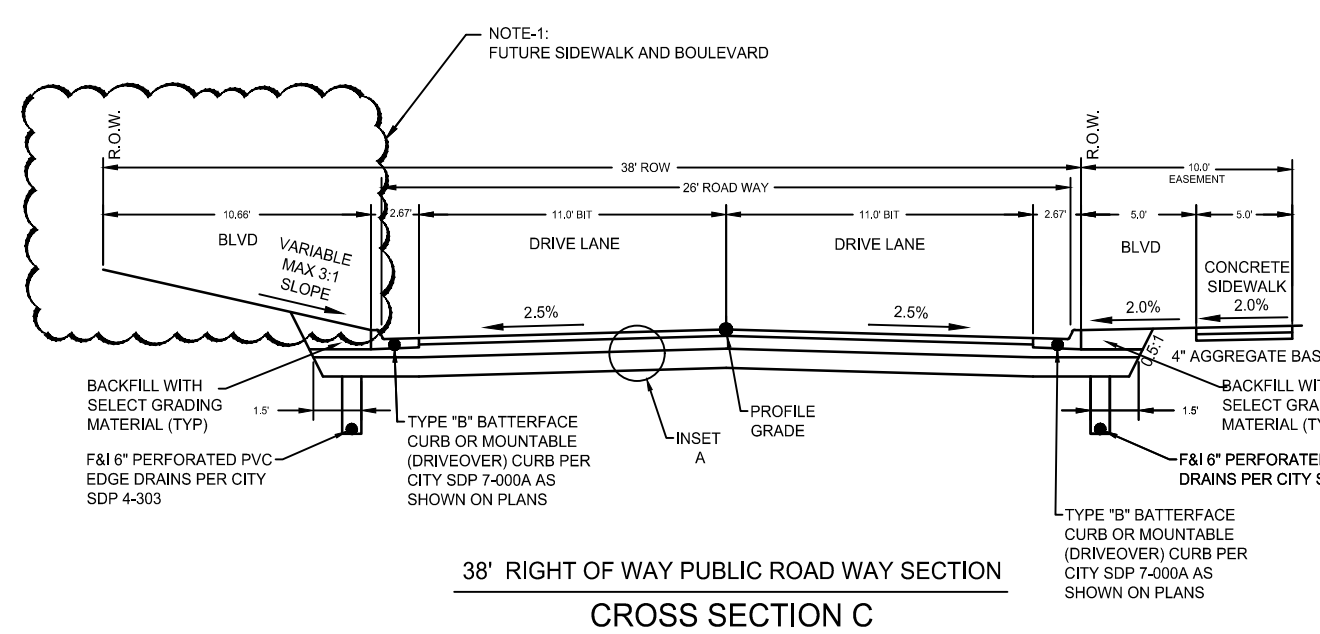
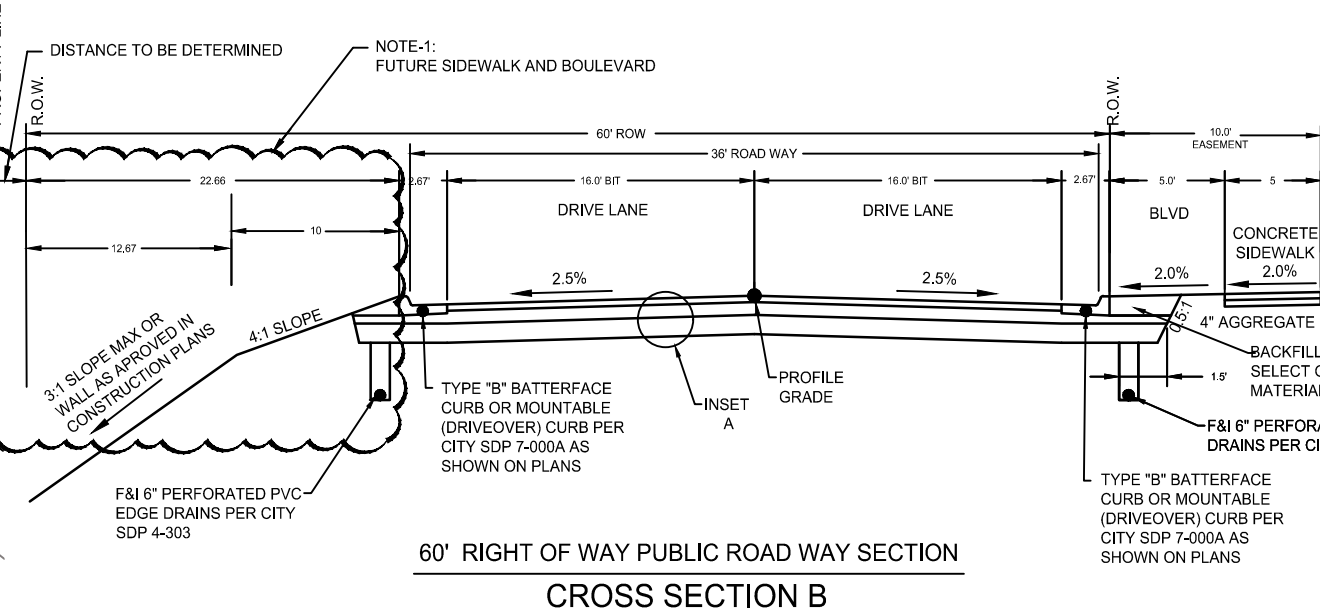
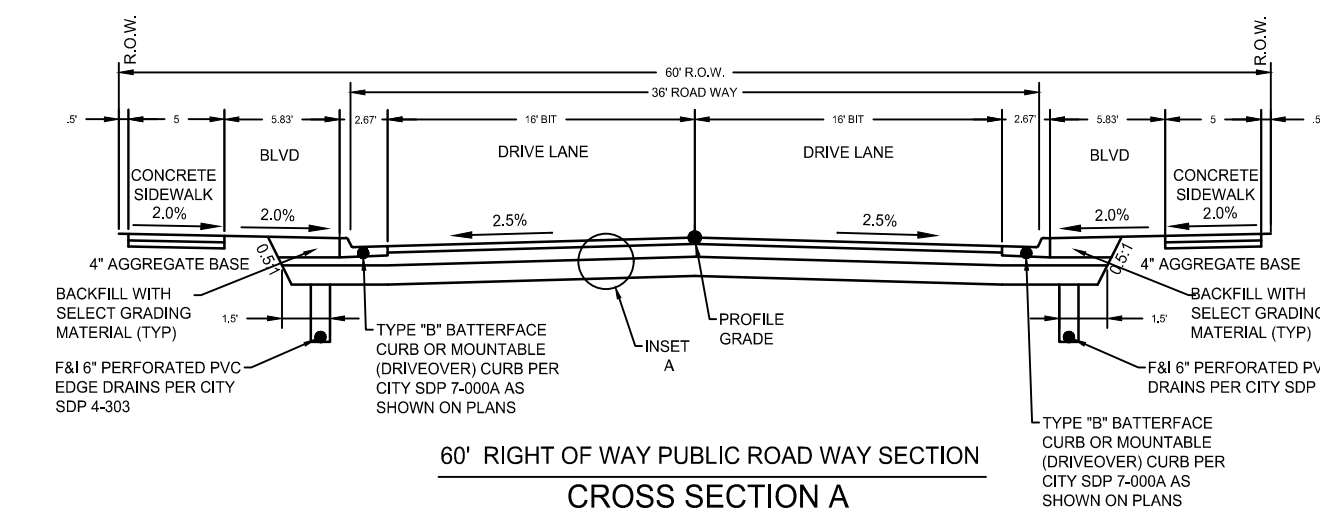
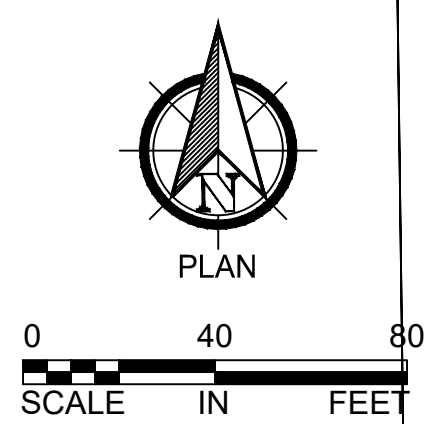
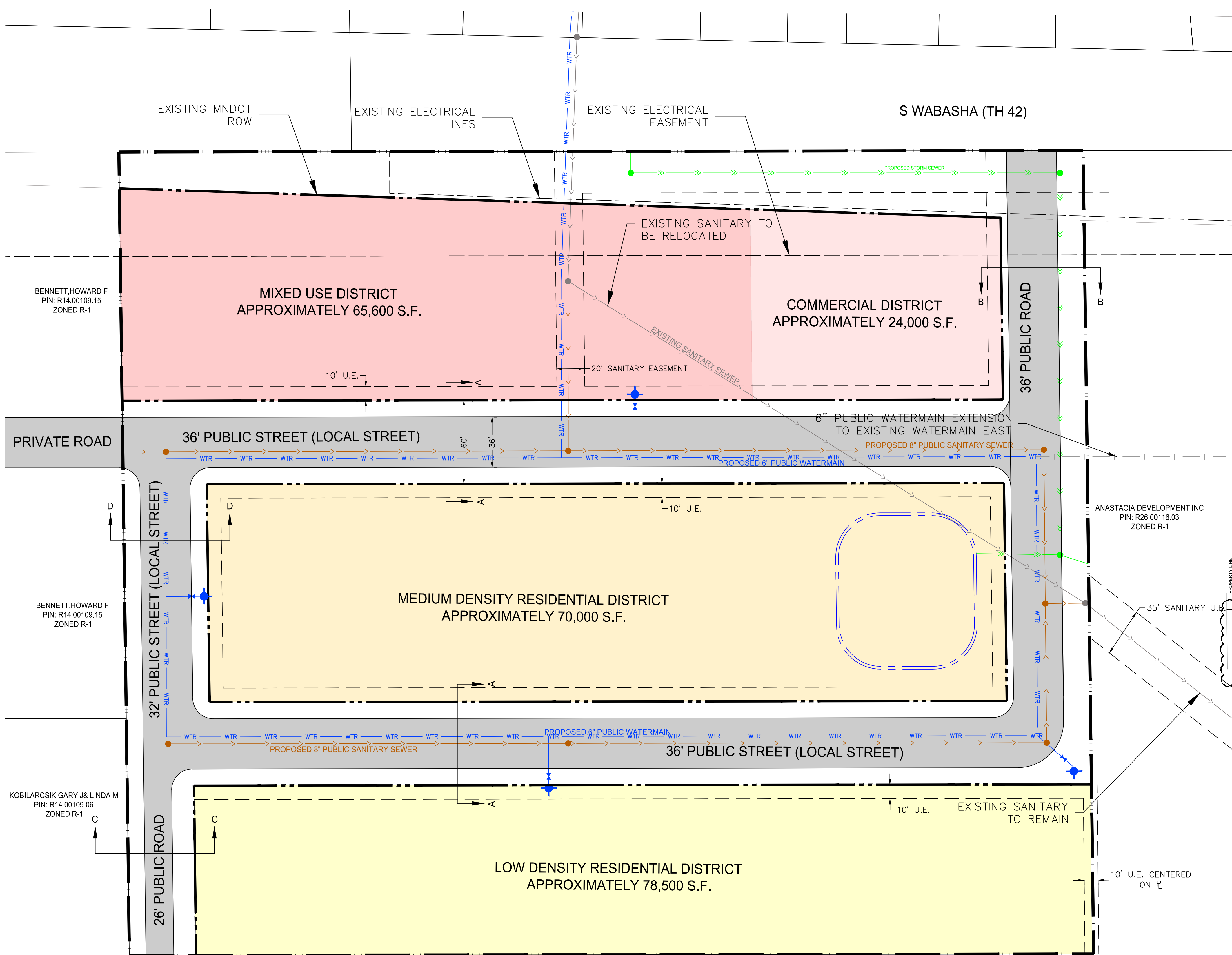


Exhibit C - Utilities / Street Standards

14-203293_ Exhibit C.dwg

12/9/2021 11:52:29 AM



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PLAINVIEW OFFICE
320 WEST BROADWAY
SUITE 3
PLAINVIEW, MN 55964

ROCHESTER OFFICE
1712 RESTORATION
ROAD SW
ROCHESTER, MN 55902

REV.	DATE	DESCRIPTION

SKYE VIEW DEVELOPMENT
PLAINVIEW, MINNESOTA
SPECIAL DISTRICT STREET SECTION EXHIBIT

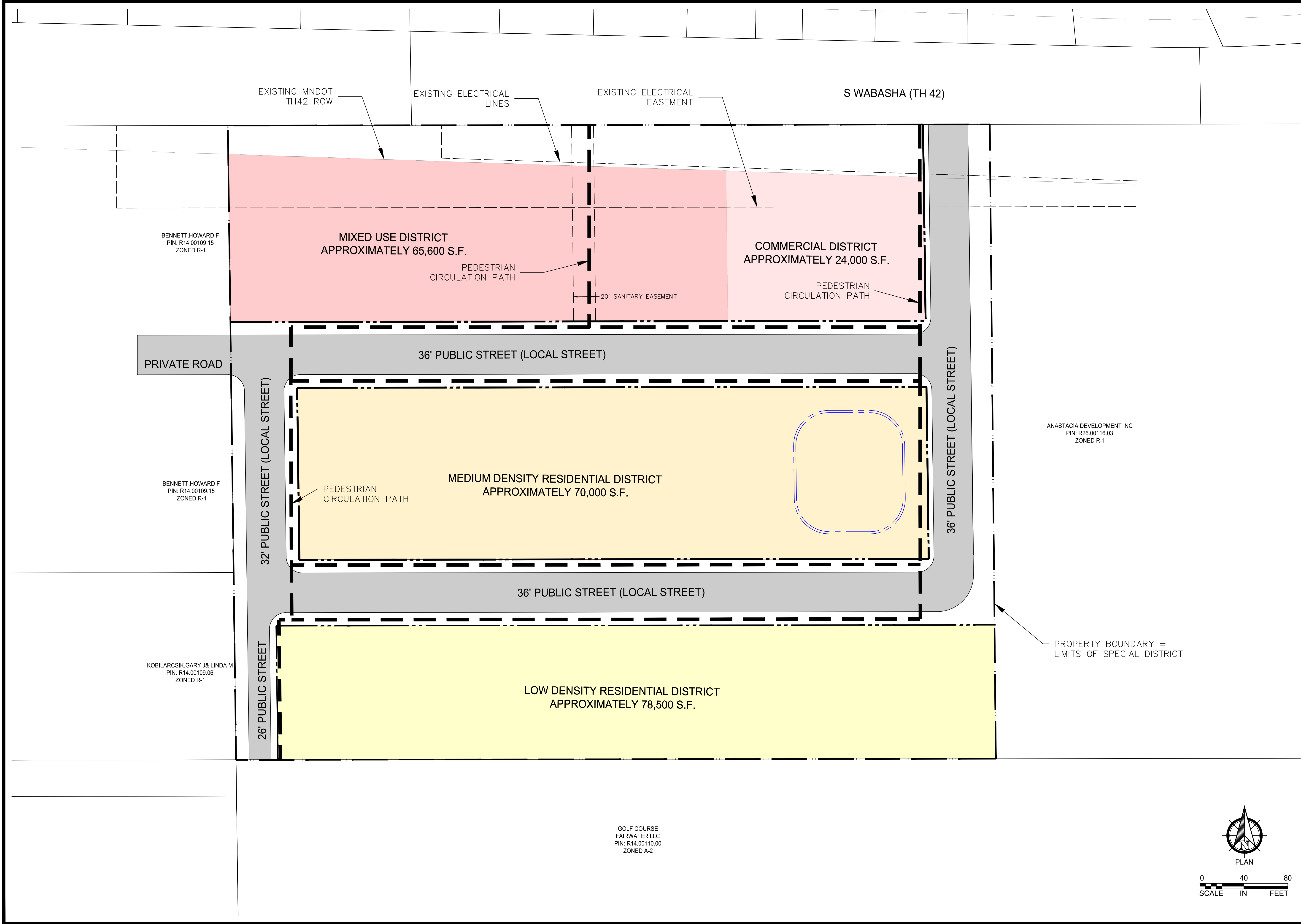
EXHIBIT C
STREET SECTIONS/ UTILITIES

SCALE: _____ AS SHOWN
DATE: 10/25/21
DRAWN BY: TSW
JOB NUMBER: 14-203293
DWG. FILE: 14-203293_EXHIBIT C.DWG

Exhibit D - Pedestrian Circulation

14-203293_ Exhibit D.dwg

12/9/2021 8:56:51 AM



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320 WEST BROADWAY
SUITE 3
PLAINVIEW, MN 55964

ROCHESTER OFFICE
1712 RESTORATION
ROAD SW
ROCHESTER, MN 55902

REV	DATE	DESCRIPTION

SKYE VIEW DEVELOPMENTS
PLAINVIEW, MINNESOTA
SPECIAL DISTRICT PED CIRCULATION EXHIBIT

EXHIBIT D
PEDESTRIAN CIRCULATION
PLAN

SCALE: AS SHOWN
DATE: 12/8/21
DRAWN BY: TSW
JOB NUMBER: 14-203293
DWG. FILE: 14-203293_EXHIBIT D.DWG

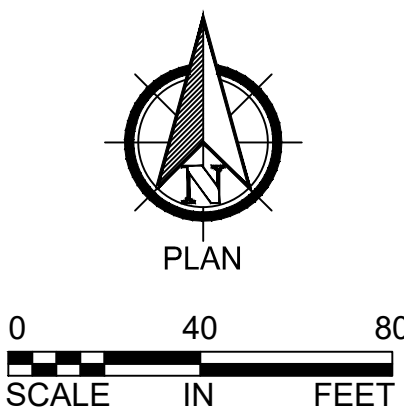
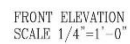
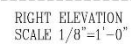


Exhibit E - Building Proto-Types



**PROGRESSIVE PLAN
DESIGN LLP**
RESIDENTIAL ARCHITECTURE
714 County Rd. 3 NW, Byron, MN 55002
(507) 775-0877 info@progressiveplandesign.com

These strategies have been supported after observation generated by two questionnaire/questionnaire studies. The first questionnaire study was designed to assess the perceived importance of the various aspects of a corporate social responsibility and the second questionnaire study was designed to assess the perceived importance of the various aspects of a corporate social responsibility and the third questionnaire study was designed to assess the perceived importance of the various aspects of a corporate social responsibility.

CONTRACTOR:
TOM WIENER

OWNER:
PLAINVIEW TWIN

DATE	8/19/21
TIME	2112782
NOTE	NOTED

Single Family Attached



Row House Style Townhomes



Multi-Family / Condominium



Residential Quads



Live Over Work

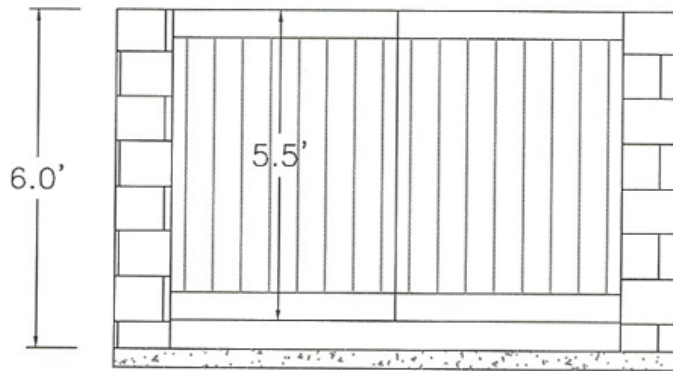


Apartment Structures

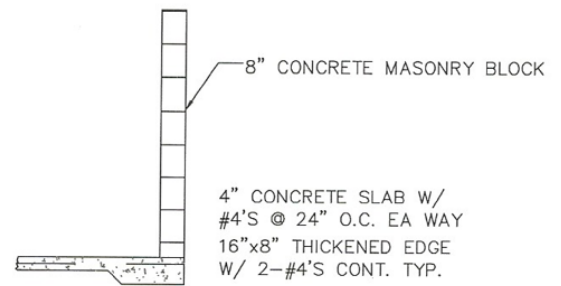


Commercial Building

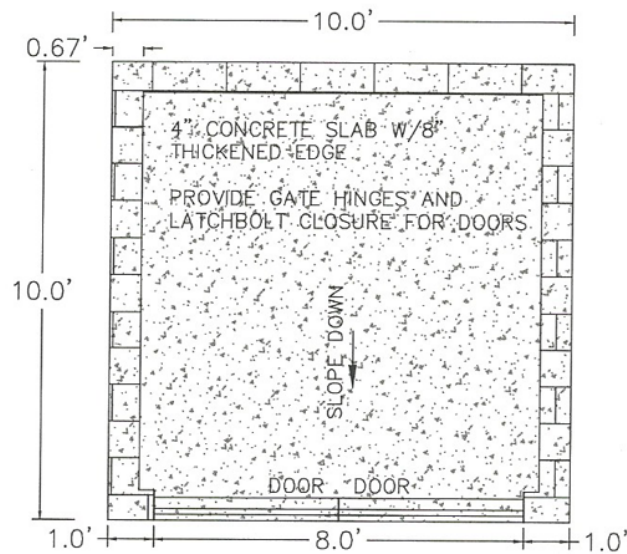
Exhibit F - Trash Enclosure



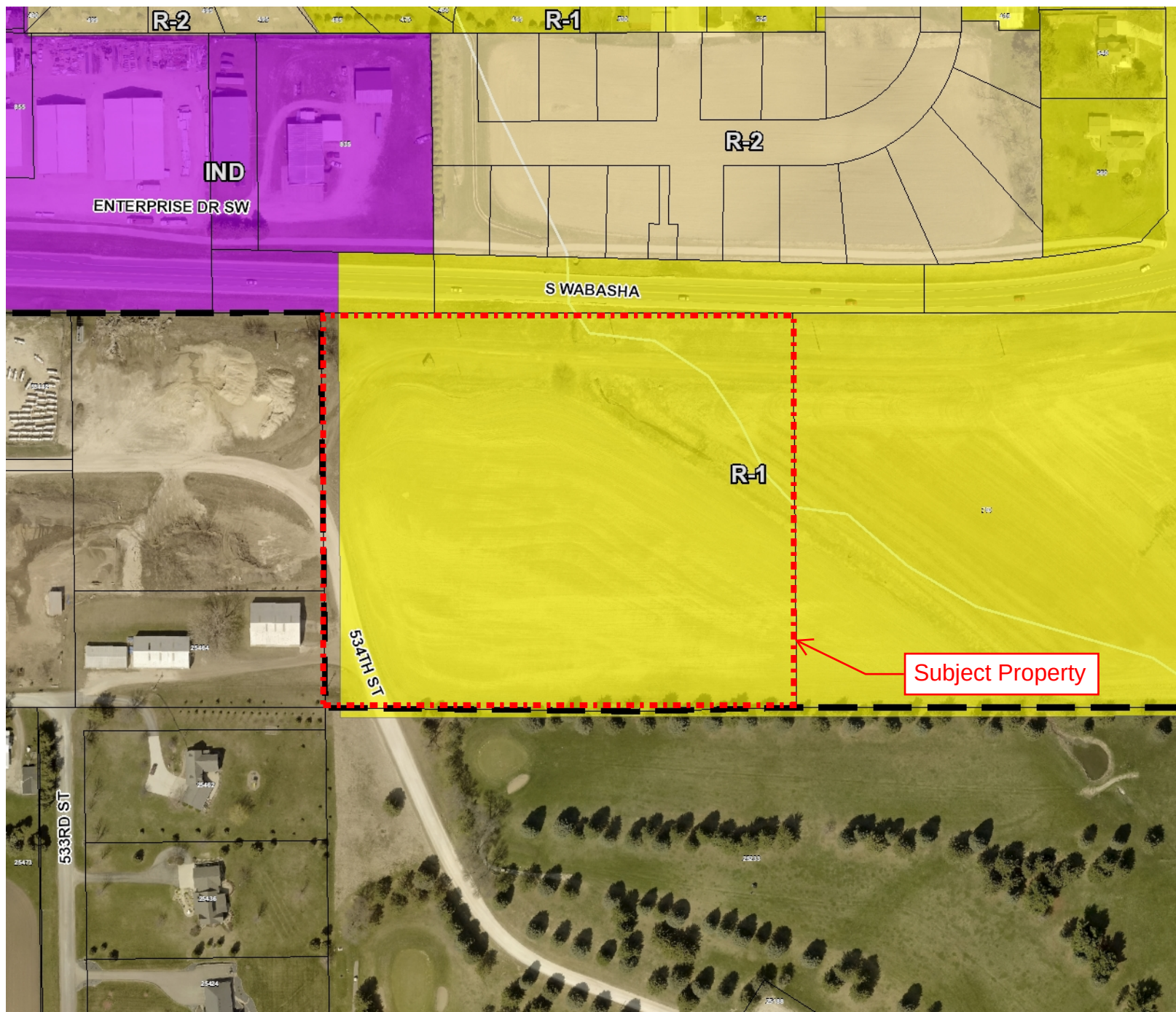
ELEVATION



TRASH ENCLOSURE SECTION



TRASH ENCLOSURE DETAIL



Legend

- 11** 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 - Watercoul

Zoning



Disclaimer:

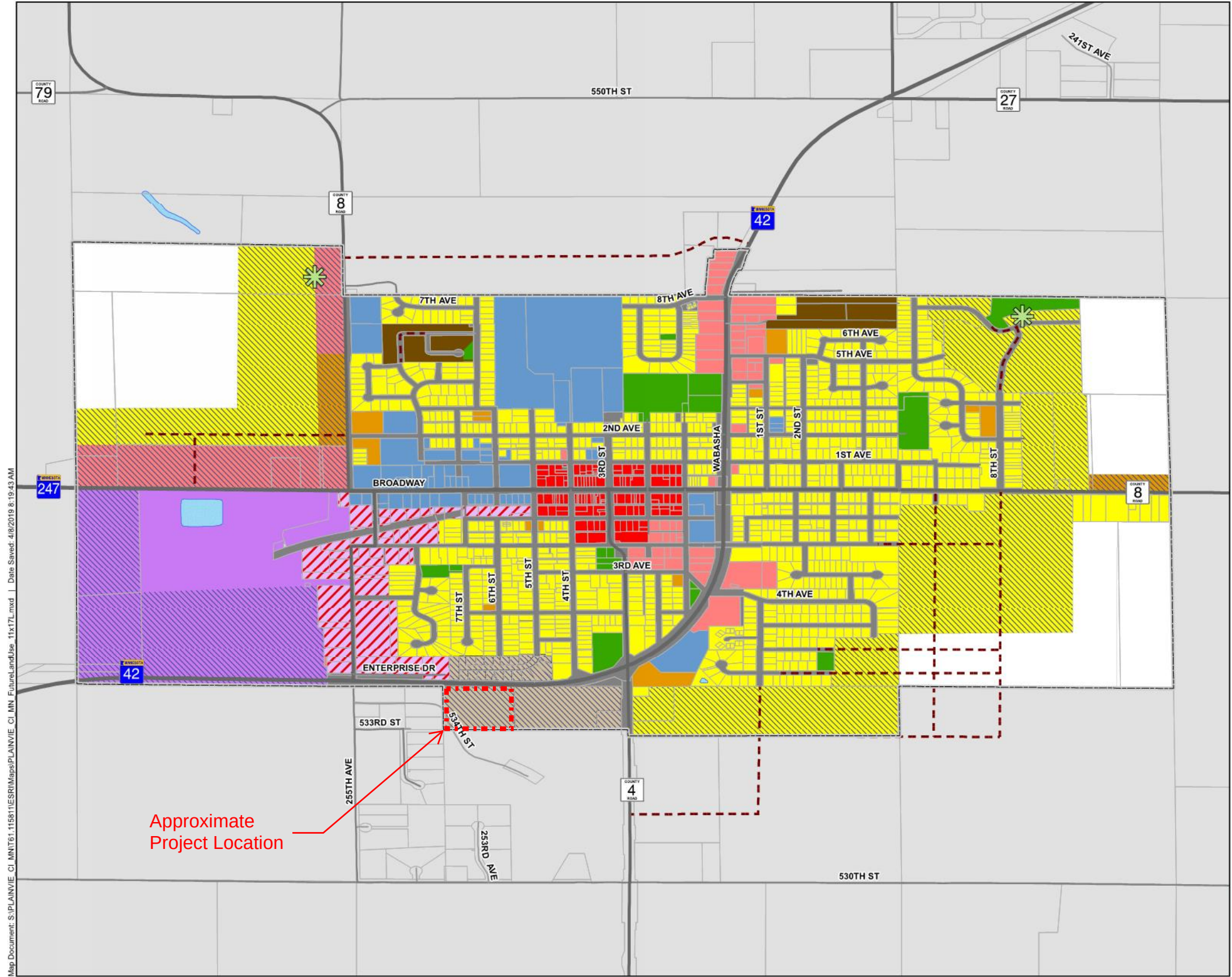
This drawing is neither a legally recorded map nor a survey and is not intended to be used as one. This drawing is a compilation of records, information, and data located in various city, county, and state offices, and other sources affecting the area shown, and is to be used for reference purposes only.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

0 200 Feet



**BOLTON
& MENK**

Real People. Real Solutions.



Map #3: Future Land Use

2040 Comprehensive Plan
Plainview, Minnesota

Legend

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

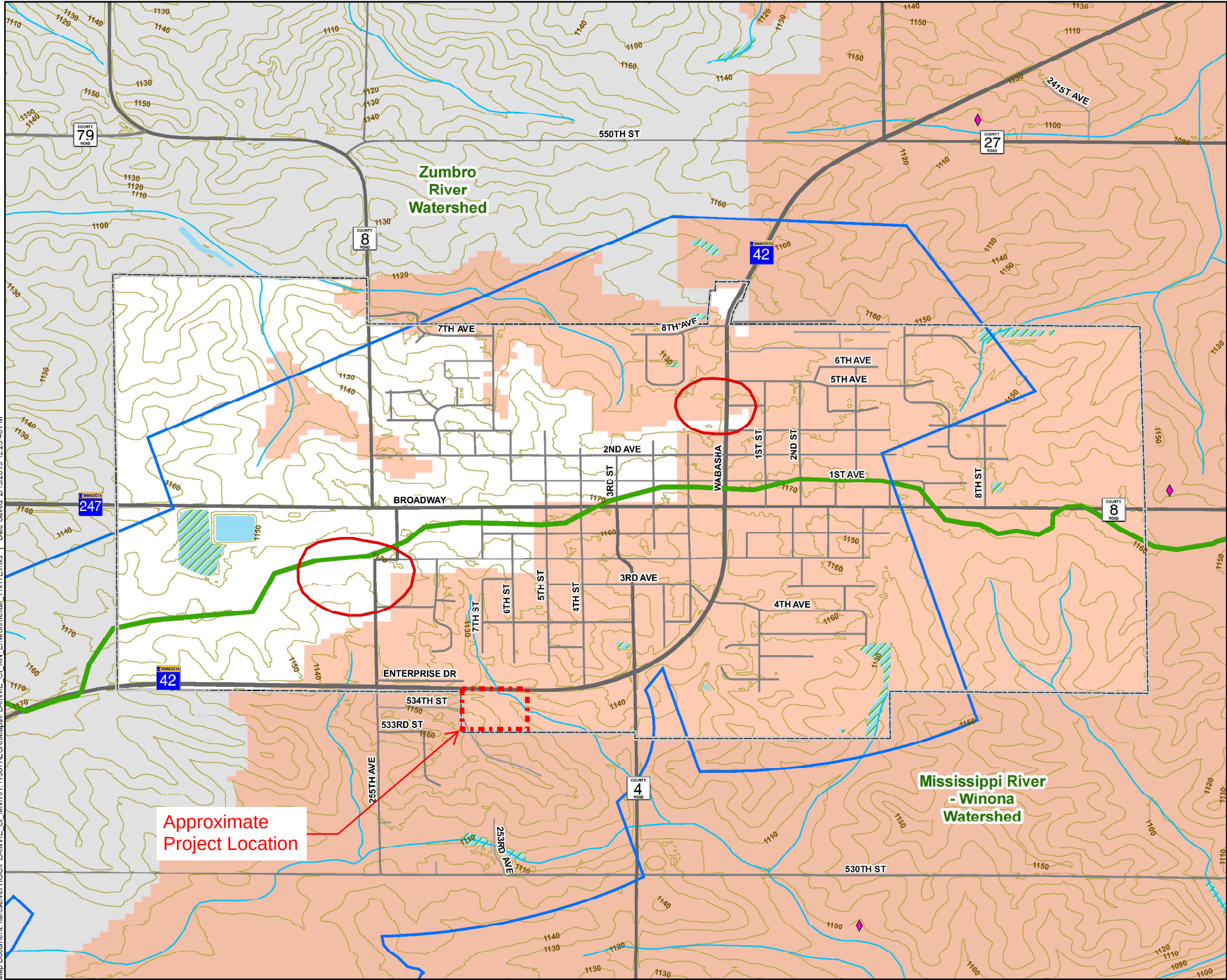
Future Land Uses

- 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
- 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



Real People. Real Solutions.

February 2019



MnDOT District 6
2900 48th Street NW
Rochester, MN 55901

December 09, 2021

David Todd
City Administrator
City of Plainview
241 West Broadway
Plainview, MN Zip code

Dear Mr. Todd,

This serves as a Memorandum of Understanding between MnDOT District 6 and the City of Plainview for an additional access opening for a public roadway between 225th Avenue/13th Street SW and Wabasha County Road 4/3rd Street SW in the vicinity of Parcels 26.01039.00, 26.00501.09, 26.00501.12, 26.00501.03, 26.00116.03, 26.00116.24, 14.00109.15 and 14.0109.03.

Below describes the parameters for a future access opening:

- MnDOT is willing to break access control on Highway 42 for a public roadway but not a private/commercial driveway to a sole development.
 - With the new public roadway:
 - To facilitate a future east-west connection between 225th Avenue and 3rd Street South, the city shall not approve any development that would prohibit a future east-west connection, in accordance with current City Code, paragraph 622.2.8.
 - The location for break in access will be for future public roadways north and south of Highway 42.
 - Staggered north and south access points to Highway 42 will not be allowed.
 - A proposed access per a new development and/or plats will need to go through MnDOT's Development Review process and approval.
- Location of a future public roadway access is acceptable as shown by Exhibit A and guided by MnDOT's Access Management Guidelines.
 - Note, the final location will be approved as part of MnDOT's Development review process and meet the City of Plainview's city code.
- A future access may necessitate changes to Highway 42 such as a right turn lane and/or a center left turn lane be built.

- This requirement would be due to expected traffic volumes accessing developments based on assumed traffic trip generations and/or a traffic study required based on a proposed development.
- Funding for changes to the roadway system shall be borne by the City of Plainview and/or developer. For example, turn lanes, the cost to break access control, culverts, etc.
 - Sources of funding could be via competitive funding programs from state agencies (such as Minnesota Department of Transportation or Minnesota Department of Employment and Economic Development) or future grant programs.
- The “official” break in access will not occur until final plat and engineering plans are complete with a public roadway in a location that has been approved by agencies affected by the roadway.

MnDOT District 6 values the partnership with the city of Plainview. We appreciate the good faith efforts of the city to align development with the safety and operation of the trunk highway system.

Sincerely,

Mark Schoenfelder
MnDOT District 6 District Engineer

CC:

Aaron Luckstein – Mayor, City of Plainview
Brian Malm - City Engineer, City of Plainview
Heather Lukes - District 6 Planning Director
Tracy Schnell – District 6 Senior Planner

Equal Opportunity Employer

Highway 42

5B - Minor Arterial

- Primary Full Movement
- Secondary Access

PLAINVIEW

CITY COUNCIL ACTION



Executive Summary

City Council Regular Meeting: December 14, 2021

AGENDA ITEM: 2022 Levy Certification	AGENDA SECTION: New Business
PREPARED BY: Vicki Axley, Finance Director	AGENDA NO. 8.A.
ATTACHMENTS: General Fund Levy/LGA Detail, Resolution 2021-34	APPROVED BY: DT
RECOMMENDED ACTION: Approve Resolution 2021-34 certifying the final 2021 tax levy collectible in 2022 in the amount of \$2,419,754.	

SUMMARY

The City of Plainview is required by law to certify to the County Auditor the final tax levy in December of each year.

In September 2021, the City Council approved a preliminary levy amount of \$2,496,749. This amount reflected an increase from the 2021 levy in the amount of \$160,178 or 6.86%. After working through the budget process for several more months, we were able to reduce the final levy to \$2,419,754, which now reflects an increase from the 2021 levy in the amount of \$83,183 or 3.56%.

Updated 12/7/21

FINAL 2022 Tax Levy

<u>Fund</u>	<u>Final Levy Amt</u>	<u>2021 Final Levy</u>	<u>\$2,336,571.00</u>
General	\$1,643,046.00	<u>2022 Final Levy</u>	<u>\$2,419,754.00</u>
Fire Relief	\$19,200.00	3.56%	<u>\$83,183.00</u>
Street Projects	\$150,000.00		
Capital Projects	\$175,000.00		
Library	\$229,585.00		
Debt Service	\$202,923.00		
	<u>\$2,419,754.00</u>		
		<u>tax rate</u>	
NTC	\$2,837,673.00	85.27%	
		<u>2022 Net tax capacity</u>	<u>\$2,837,673.00</u>
		<u>2021 Net tax capacity</u>	<u>\$2,641,853.00</u>
		7.41%	<u>\$195,820.00</u>

FINAL 2021 Tax Levy

<u>Fund</u>	<u>Final Levy Amt</u>		
General	\$1,552,575.00		
Fire Relief	\$16,200.00		
Street Projects	\$175,000.00		
Capital Projects	\$175,000.00		
Library	\$217,610.00		
Debt Service	\$200,186.00		
	<u>\$2,336,571.00</u>		
		<u>tax rate</u>	
NTC	\$2,641,853.00	88.44%	

2022 General Fund Property Tax & LGA Funds

<u>Gen Levy</u>				
				LGA \$845,628.00
<u>Dept</u>		<u>Amt</u>		
41110	Council	\$44,058.00		
41410	Elections	\$5,840.00		
41500	Admin	\$214,288.00	\$281,876.00	
42100	Police	\$640,466.00	\$281,876.00	
42200	City Fire	\$75,174.00		
42500	Emer Manage	\$6,667.00		
43100	Public Works	\$219,447.00	\$281,876.00	
43125	Ice/Snow	\$83,867.00		
46500	EDA	\$62,681.00		
49300	Other/Contrib	\$17,800.00		
45127	Rec-Rink	\$4,585.00		
45128	Rec-Pool	\$81,954.00		
45200	Rec-Parks	\$155,761.00		
49010	Cemetery	\$30,458.00		
		<u>\$1,643,046.00</u>	<u>\$845,628.00</u>	

**CITY OF PLAINVIEW
WABASHA COUNTY
STATE OF MINNESOTA**

RESOLUTION 2021-34

**RESOLUTION CERTIFYING THE FINAL 2021 TAX LEVY,
COLLECTIBLE IN 2022**

BE IT RESOLVED by the City Council of the City of Plainview, County of Wabasha, Minnesota, that the following sums of money be levied for the current year, collectible in 2022, upon taxable property in the City of Plainview, in these maximum amounts, for the following purposes:

Fund/Account Name	Final Levy Amount
General	\$1,643,046
Fire Relief	\$19,200
Street Project Fund	\$150,000
Capital Project Fund	\$175,000
Library	\$229,585
Debt Service	\$202,923
TOTAL	\$2,419,754

The Finance Director/Treasurer is hereby instructed to transmit a copy of this resolution to the County Auditor of Wabasha County, Minnesota.

ADOPTED by the Plainview City Council on this 14th day of December, 2021.

Aaron Luckstein, Mayor

ATTEST:

Carol Kujath, City Clerk

PLAINVIEW

CITY COUNCIL ACTION



Executive Summary

City Council Regular Meeting: December 14, 2021

AGENDA ITEM: 2022 Budget Approval	AGENDA SECTION: New Business
PREPARED BY: Vicki Axley, Finance Director	AGENDA NO. 8.B.
ATTACHMENTS: CIP Spreadsheet, Gov't Funds Budget Report, Resolution 2021-35	APPROVED BY: DT
RECOMMENDED ACTION: Approve resolution 2021-35 adopting the 2022 operating budget for the general governmental funds in the amount of \$3,522,040.	

SUMMARY

The City of Plainview is required by law to adopt a budget each year. We have been working on this budget process since July of 2021. The detailed information has been given to the council budget committee for their review, discussion, input, and approval throughout this process. We now need to adopt the final budget amount.

Highlights to this year's budget include:

- Maintain all current city services.
- Premium increases for Work Comp, Liability/Property/Auto Insurance and Health Ins.
- Increase in fuel expense due to higher fuel prices.
- 3% COLA for full-time employees & increases to volunteer firefighter & pool staff wages.
- Added a new Development Services Coordinator position for 2022. This position will provide planning and zoning services for the City as well as EDA Director services.
- Additional funding for the EDA for two months in 2022, for the transitional period between the current EDA Director, who is retiring, & the new Development Services Coordinator.
- Maintain current funding to the Community Center, Olde Fashioned Christmas, Garden Club, Blue Bell Festival and Corn on the Cob Days.
- Increase total contribution to volunteer firefighters' retirement fund by \$3,000 a year
- Continue funding the street maintenance program at \$100,000 a year plus an additional \$20,000 for catch basin repairs. Annual street maintenance extends the life of our streets and helps controls costs on our street reconstruction projects.
- Continue funding sidewalk repairs at \$60,000 a year.
- Continue funding the capital improvement fund at \$175,000/year and the street project fund at \$150,000/year for future improvement projects and equipment needs.
- Current budget includes approximately \$62,000 to help rebuild the general fund reserves.
- Updated Capital Improvement Plan for 2021-2029.

2021-2029 CAPITAL IMPROVEMENT PLAN

Updated 12/8/21

[illegible]

Public Works	Workstation Replacement			1,000							
Public Works	Replace 2001 Plow Truck								180,000		
Public Works	Street Projects				3,600,000		500,000	2,900,000			
Parks	Resurface Eastwood Tennis Courts		14,900								
Parks	Eckstein Park - Lighting Project		61,168								
Parks	Mower (John Deere)				20,000						
Parks	Replace Ventrac				30,000						
Parks	Walking Trail - Blacktop		6,705	100,000							
Parks	Eastwood Park - Connect Walking Path						80,000				
Parks	Wedgewood - Parking Lot/Alley					65,000					
Pool	Laptop Replacement				1,500						
Pool	Surface Pro				1,000						
Pool	Pool Parking Lot					100,000					
Cemetery	Trees				5,000						
Cemetery	Entrance Sign				15,000						
Cemetery	Blacktop-Road Project			85,000							
Water Utility	WA Meter Replacement Program - 4 Yr Plan		85,000	85,000	85,000	85,000					
Water Utility	Water Tower - Repaint								650,000		
Water Utility	Well Generator			40,000						40,000	
Sewer Utility											
		Annual Total	329,228	691,000	3,934,180	304,000	636,000	2,972,180	937,000	46,000	56,000
		Funding Summary									
		CIP	244,228	556,000	249,180	219,000	136,000	72,180	287,000	6,000	56,000
		Water Fund Resv	85,000	125,000	85,000	85,000			650,000	40,000	
		Sewer Fund Resv	1,025,006								
		Street Fund					500,000				
		Debt			3,600,000			2,900,000			
		CIP FUND BALANCE	2021	2022	2023	2024	2025	2026	2027	2028	2029
		Beginning Balance	81,698	12,470	-368,530	-442,710	-486,710	-447,710	-344,890	-456,890	-287,890
		Levy Revenues	175,000	175,000	175,000	175,000	175,000	175,000	175,000	175,000	175,000
		Expenses	244,228	556,000	249,180	219,000	136,000	72,180	287,000	6,000	56,000
		Ending Balance	12,470	-368,530	-442,710	-486,710	-447,710	-344,890	-456,890	-287,890	-168,890

**2022 General Governmental Funds
Budget Summary**

<u>Dept</u>	<u>Amt</u>
Council	\$50,658.00
Elections	\$5,840.00
Admin	\$661,099.00
Police	\$1,054,692.00
City Fire	\$90,874.00
Emer Manage	\$6,667.00
Public Works	\$558,672.76
Ice/Snow	\$94,451.24
EDA	\$62,681.00
Other/Contrib	\$17,800.00
Library	\$279,670.00
Rec-Rink	\$4,585.00
Rec-Pool	\$159,254.00
Rec-Parks	\$169,843.00
Cemetery	\$46,098.00
Fire Relief	\$55,395.00
Debt Service	\$189,160.00
TIF	\$14,600.00
	<u>\$3,522,040.00</u>

**CITY OF PLAINVIEW
WABASHA COUNTY
STATE OF MINNESOTA**

RESOLUTION 2021-35

**RESOLUTION ADOPTING A FINAL BUDGET FOR THE CITY OF
PLAINVIEW FOR THE YEAR 2022.**

WHEREAS: The City of Plainview, is required by law to adopt a budget for each year;
and

WHEREAS: The City staff and City Council have worked up a proposed budget and
subsequent capital improvement plan for the fiscal year of 2022.

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF
PLAINVIEW, MINNESOTA: That the 2022 proposed operating budget for the general
governmental funds in the amount of \$3,522,040 is adopted.

ADOPTED by the City Council of the City of Plainview, MN on this 14th day of
December, 2021.

Aaron Luckstein, Mayor

ATTEST:

Carol Kujath, City Clerk

PLAINVIEW

CITY COUNCIL ACTION



Executive Summary

City Council Regular Meeting: December 14, 2021

AGENDA ITEM: 2021 Fund Transfers	AGENDA SECTION: New Business
PREPARED BY: Vicki Axley, Finance Director	AGENDA NO. 8.C.
ATTACHMENTS: Resolution 2021-36	APPROVED BY: DT
RECOMMENDED ACTION: Motion to approve resolution 2021-36 authorizing the 2021 Fund Transfers in the total amount of \$1,735,012.92 as listed below.	

SUMMARY

Each year I bring a transfer resolution to council for approval of necessary fund transfers for the current year. Fund transfers are a normal function in fund accounting and are necessary to ensure that funds do not end the year with a negative balance.

These transfers are done for a variety of reasons but most commonly to pay for capital expenditures. Capital expenditures are paid for from the operating fund of the department purchasing the item or doing the project, and the money is transferred from the capital improvement reserve fund to the operating fund to cover this expenditure. We may also do fund transfers for expenditures that were unplanned, or which exceeded the budgeted amount.

All of these fund transfers are for purchases that have already been approved by council and paid for. We just need to transfer the money between funds now. I have itemized the 2021 Fund Transfers for capital project/equipment funding as follows:

1. Transfer \$70,655 from the Capital Improvement Fund to the General Fund for the City Hall roof project approved in 2020 and completed in 2021.
2. Transfer \$5,005 from the Capital Improvement Fund to the General Fund for the equipment on the Police Department squad car that was purchased in 2020. We transferred \$43,133 in 2020 and this \$5,005 is the remaining balance that was approved for the purchase.
3. Transfer \$1,025,006 from the Sewer Fund to the General Fund for the interfund loan approved by council for the purchase of the Fire Dept. ladder truck.
4. Transfer \$71,881.80 from the Capital Improvement Fund to the General Fund for the Public Works purchase of the paint sprayer, bucket truck and Bobcat.

5. Transfer \$82,773.68 from the Capital Improvement Fund to the Park Fund for the Eckstein Lighting Project, the walking trail bridge project repairs and the tennis court resurfacing project.
6. Transfer \$189,845.72 from the Water Fund and \$189,845.72 from the Sewer Fund to the 2020 Street Improvement Project Fund for 2021 expenses that remained to be paid from the required cash contribution to the project. This project was approved to be funded partially with a bond issue and partially with cash reserves from both the Water and Sewer Funds.
7. Transfer \$50,000 from the Water Fund and \$50,000 from the Sewer Fund for General Fund support per the 2021 approved budget.

Journal Entry- 2021 Transfers
Date: Dec, 2021

Account	Description	Purpose	Debit	Credit
405-48000-700	Capital Improvement Fund-Transfers Out	To transfer funds for the City Hall roof project	\$ 70,655.00	
101-41500-39203	Admin - Transfers In	To transfer funds for the City Hall roof project		\$ 70,655.00
405-48000-700	Capital Improvement Fund-Transfers Out	To transfer funds for the balance of the equipment on the PD squad car that was purchased in 2020	\$ 5,005.00	
101-42100-39203	Police Dept.-Transfers In	To transfer funds for the balance of the equipment on the PD squad car that was purchased in 2020		\$ 5,005.00
602-49450-700	Sewer Fund Transfers Out	To transfer funds for the interfund loan approved by council for the purchase of the fire dept. ladder truck	\$ 1,025,006.00	
101-42200-39203	Fire Dept.-Transfers In	To transfer funds for the interfund loan approved by council for the purchase of the fire dept. ladder truck		\$ 1,025,006.00
405-48000-700	Capital Improvement Fund-Transfers Out	To transfer funds to Public Works for the paint sprayer (\$5897), bucket truck (\$32,000) & Bobcat (\$33,984.80)	\$ 71,881.80	
101-43100-39203	Public Works-Transfer In	To transfer funds to Public Works for the paint sprayer (\$5897), bucket truck (\$32,000) & Bobcat (\$33,984.80)		\$ 71,881.80
405-48000-700	Capital Improvement Fund-Transfers Out	To transfer funds for the Eckstein Lighting Project (\$61,168), walking path/bridge replacement repairs (\$6705.68) & resurfacing tennis courts (\$14,900)	\$ 82,773.68	
225-45200-39203	Parks-Transfer In	To transfer funds for the Eckstein Lighting Project (\$61,168), walking path/bridge replacement repairs (\$6705.68) & resurfacing tennis courts (\$14,900)		\$ 82,773.68
601-49400-700	Water Fund-Transfers Out	To transfer funds to pay for cash portion of the 2020 Street Project-2021 expenses, per prior council approval	\$ 189,845.72	
417-48000-39200	2020 Street Project Fund-Transfers In	To transfer funds to pay for cash portion of the 2020 Street Project-2021 expenses, per prior council approval		\$ 189,845.72
602-49450-700	Sewer Fund-Transfers Out	To transfer funds to pay for cash portion of the 2020 Street Project-2021 expenses, per prior council approval	\$ 189,845.72	
417-48000-39200	2020 Street Project Fund-Transfers In	To transfer funds to pay for cash portion of the 2020 Street Project-2021 expenses, per prior council approval		\$ 189,845.72

601-49400-700	Water Fund-Transfers Out	To transfer funds for general fund support per the 2021 approved budget	\$ 50,000.00	
101-41500-39203	Admin-Transfers In	To transfer funds for general fund support per the 2021 approved budget		\$ 50,000.00
602-49450-700	Sewer Fund-Transfers Out	To transfer funds for general fund support per the 2021 approved budget	\$ 50,000.00	
101-41500-39203	Admin-Transfers In	To transfer funds for general fund support per the 2021 approved budget		\$ 50,000.00
			\$ 1,735,012.92	\$ 1,735,012.92

Total by Fund

Capital Improvement Fund	\$ 230,315.48
Water Reserve Fund	\$ 239,845.72
Sewer Reserve Fund	\$ 1,264,851.72
	\$ 1,735,012.92

**CITY OF PLAINVIEW
WABASHA COUNTY, MINNESOTA**

RESOLUTION NO. 2021-36

RESOLUTION APPROVING 2021 FUND TRANSFERS

WHEREAS, it is necessary to approve fund transfers each year for capital improvement projects, capital equipment purchases, and fund deficits;

NOW THEREFORE, BE IT RESOLVED by the City Council that the City of Plainview Finance Director is hereby authorized to make the following transfers in the total amount of \$1,735,012.92 per the attached itemized fund transfers.

ADOPTED by the Plainview City Council on this 14th Day of December, 2021:

Aaron Luckstein, Mayor

ATTEST:

Carol Kujath, City Clerk



PLAINVIEW POLICE DEPARTMENT

241 West Broadway
Plainview, Minnesota 55964

Jason M. Timm
CHIEF OF POLICE

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



Executive Summary

City Council Regular Meeting: December 14th, 2021

AGENDA ITEM: Body Worn Camera Public Comment	AGENDA SECTION: Information Only
PREPARED BY: Jason Timm, Chief of Police	AGENDA NO. 9.A.
ATTACHMENTS:	APPROVED BY:
RECOMMENDED ACTION: Information	

SUMMARY

Minnesota law requires that communities moving forward with a BWC program receive public comments at three junctures in the process. First, enforcement agencies must provide an opportunity for public comment before purchasing or implementing a BWC system. Minimally, the agency must receive comments by mail and email, but may certainly hold public meetings and forums if desired. Second, the council or board with budget oversight for the agency needs to allow public comment at one of its regular meetings. Third, agencies must allow for public comment and input when developing their BWC policies.

To meet these requirements the following was posted on both the city's and police department's Facebook page.

The Plainview Police Department is in the process of purchasing and implementing body-worn cameras (BWC). Minnesota law requires that communities moving forward with a BWC program receive public comments in regards to the purchase and implementation of the BWC. We are also welcoming public comment and input in regards to the Plainview Police Department BWC policy that is currently being drafted.

If you wish to provide comments or input, you may do so in person by attending our regular scheduled city council meeting this Tuesday December 14th at 6:00 p.m.

*You may email your comments to the chief of police at jtimmm@plainviewpolice.com or mail:
Plainview Police Department
241 W. Broadway
Plainview, MN 55964*