CITY OF
PLAINVIEW
MINNESOTA

The Heart of Greenwood Prairie

REGULAR PLAINVIEW CITY COUNCIL MEETING AGENDA

Tuesday, September 11, 2018, at 6:00 P.M.

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. APPROVAL OF AGENDA

4. APPROVAL OF CONSENT AGENDA

A. City Council Minutes
B. Bills
C. Permits/Licenses/Donations
D. Department Head Reports and Board Minutes
E. Police Department Resignation
F. Resolution Opposing the Sale of Strong Beer in Grocery and Convenience stores
G. Thermal Imaging Cameras PD
H. Peace Corps Events
I. Liquor Store Ticket Booth
J. 2019 Wabasha County Maintenance Agreement

5. PUBLIC HEARINGS

6. PRESENTATION OF COMMUNITY PETITIONS/GUESTS

"The City Council welcomes and encourages participation from community members. Please keep in mind that your comments must be pertinent to City business and must adhere to Data Privacy Rules, no employee's name may be used. Please do not expect action from the Council this evening regarding your concerns. We also request that your comments be limited to four (4) minutes, speakers will be recognized only once. At this time, we ask that anyone who would like to address the City Council to please step up to the podium and state your name and address."

7. UNFINISHED BUSINESS

8. NEW BUSINESS

A. 2019 Preliminary Levy
B. EDA Housing Fund Request
C. Fire Hall Sprinkler System
D. Cable Franchise Extensions
E. Forfeited Land

9. INFORMATION ONLY DOCUMENTS

A. Library Hours
B. Plainview SMIF Grant Submission

10. COUNCIL COMMENTS

11. ADJOURN

CITY OF
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The Heart of Greenwood Prairie

Executive Summary
City Council Regular Meeting: September 11, 2018

AGENDA ITEM: Minutes	**AGENDA SECTION:** Consent
PREPARED BY: MariClair Schneider	**AGENDA NO.** 4.A.
ATTACHMENTS: Draft Minutes	**APPROVED BY: cgh**
RECOMMENDED ACTION: **Motion** to approve Minutes of the August 13, 2018 Special Meeting Proceedings. **Motion** to approve Minutes of the August 28, 2018 Special Meeting Workshop Proceedings.	

PLAINVIEW CITY COUNCIL MEETING
Monday, August 13, 2018, at 6:00 P.M.

Due to the State Primary, the August Regular City Council meeting will be held on Monday.

1. **CALL TO ORDER-** Mayor Ziebell called the Plainview City Council meeting to order on Monday August 13, 2018 at 6:01 p.m. Council Members in attendance: Mayor Ziebell, Councilpersons Walkes, Cuccio, O'Connor and Boettcher. Also in attendance, City Administrator Clarissa Hadler, City Clerk MariClair Schneider, Public Works Director Michael Burgdorf, City Engineer Brian Malm, Police Chief Tim Schneider, and Liquor Store Manager Alisha Mohs, and Library Director Alice Henderson. Also in attendance: Peg Tentis, Cindy Weaver, Shane Loftus, Brian Malm, Judith Jordan, Alex Neuring, and Bob Pierce.

2. **PLEDGE OF ALLEGIANCE**

3. **APPROVAL OF AGENDA-** Mayor Ziebell added item G to the Agenda. Motion by Boettcher to approve the amended agenda, second by O'Connor. Motion passed unanimously.

4. **APPROVAL OF CONSENT AGENDA** – Motion by Boettcher to approve the Consent Agenda. Second by Cuccio. O'Connor requested to have the Public Works Department report as well as the City Engineer's report pulled from the Consent Agenda. O'Connor also requested items E, & F pulled from the Consent Agenda for further discussion. Motion made by Boettcher to approve the amended Consent Agenda. Second by O'Connor. Motion passed unanimously.
   A. City Council Minutes -Minutes were not ready for approval
   B. Bills
   C. Permits/Licenses/Donations
   D. Department Head Reports and Board Minutes *(Public Works and Bolton & Menk Report Pulled from Consent)*
   ~~E. Liquor Store Temp Hires~~
   ~~F. Plainview Milk Products Request~~

5. **PUBLIC HEARINGS**

6. **PRESENTATION OF COMMUNITY PETITIONS/GUESTS**
   "The City Council welcomes and encourages participation from community members. Please keep in mind that your comments must be pertinent to City business and must adhere to Data Privacy Rules, no employee's name may be used. Please do not expect action from the Council this evening regarding your concerns. We also request that your comments be limited to four (4) minutes, speakers will be recognized only once. At this time, we ask that anyone who would like to address the City Council to please step up to the podium and state your name and address."

   Bob Pierce, 655 North Wabasha, shared his concerns regarding the water quality at his home and business. He shared some water samples that he took from both his home and business and is concerned with the way it looks and the sediment that is visually apparent. Pierce asked Council if they will support him in his concerns. Council thanked Pierce for bringing this to their attention and directed City Staff to investigate it further.

7. **UNFINISHED BUSINESS**
   A. Contract for School Use of Eckstein Field – Ziebell had some concerns regarding the electric cost. Hadler shared that she looked at the electric bill history and submitted an estimate based on that. She recommended charging the school $7000 instead of the $8780. Hadler added that although the electric

cost may have been a little high, she felt it was likely that the City was undercharging in other areas, like labor, and administrative costs etc. O'Connor suggested that Public Works keep detailed records this year, so that next season the Council could have some more precise numbers to go from. Motion by O'Connor to approve the 2018-2019 City/ PEM School District Facility Use and License Agreement with the modification of the total amount of the maintenance fee from the $8780 amount down to the $7000 amount. Second by Boettcher. O'Connor commented that it would be helpful to have more accurate numbers for future review. Motion passed unanimously.

8. NEW BUSINESS

A. Shade Tree Ordinance – Cuccio stated he was happy with the language in the ordinance. Hadler shared that City Attorney Flaherty reviewed the ordinance and was happy with the language. Ziebell had a question regarding the diseased wood and transferring it. His questions were answered by Burgdorf and Loftus. O'Connor suggested the City make a practice of sending letters of notification that was mentioned in the ordinance by certified mail, noting that the City do their due diligence and did not suggest that it needed to be a part of the Ordinance itself. Motion by O'Connor to approve Ordinance 2018-08 repealing the Plainview City Code Section 310 and providing a new section 310 Shade Tree Pest Control. Second by Boettcher. Motion passed unanimously. Motion by O'Connor to approve the summary publication Resolution 2018-14, approving summary publication Ordinance 2018-08. Second by Boettcher. Motion passed unanimously.

B. Water Meter Reading Equipment Replacement- Motion by Boettcher to approve the purchase the new Itron Meter reading equipment and training from Meter Tech Solutions to replace the existing equipment that will be outdated as of January 1, 2019, as well as the ongoing maintenance and support. Second by O'Connor. Motion passed unanimously.

C. School Drainage Issue – Burgdorf addressed the Council and gave them a summary of the history behind the school drainage issue. Hadler added that the school feels that the problem worsened when the old culvert was removed, and the plastic pipe was put in its place. It solved one problem while creating another. Hadler stated there were three options that could fix the problem.

Option 1- Ditch Grading at a cost of $18,000 -$22,000.
Option 2 -Ditch Grading with Drain Tile at a cost of $32,00 - $36,000.
Option 3 -Storm Sewer Extension at a cost of $52,000 - $56,000.

Hadler stated she felt very little responsibility lies with the City but is willing to be a good neighbor and share some of the cost with school. Boettcher asked for Malm's input on the issue. Malm agreed that the water issue is mostly the school's water. He felt that about 2/3 of the water was coming off school property. Boettcher asked if the Council had already decided on this, and brief discussion was had on that. Clerk Schneider left the meeting to go and find minutes from previous meetings that would show if any decision had been made. O'Connor made a motion to table the discussion until later in the meeting. Second by Cuccio. Motion passed unanimously.

Schneider returned at 6:46 p.m.

*The minutes provided were from a February 2018 work session. O'Connor agreed that the City should assist the school with the issue but didn't feel they City should bear the entire cost. O'Connor made a motion to authorize Hadler to speak the School Board on the City's behalf. He added he would be willing to have the City absorb 30% of the cost to fix the drainage issue of whatever option the School chooses, but the cost shall not exceed $15,000. This would be a cash payment, no work from the City, no engineering etc. The City has already paid $5,000 in engineering costs surrounding the issue. Second by Boettcher. Motion passed unanimously.

D. Yard Flooding Issue- O'Connor asked for clarification on a few items surrounding the yard flooding issue including the verbal quote. O'Connor expressed his concerns approving a verbal quote. He preferred something in writing. Cuccio agreed with O'Connor. Hadler gave the Council the option to delegate the authority as they see fit, or she could get a written quote from Bennett. The idea was proposed to approve the quote of $5500 from Bennett and Sons contingent on having it in writing in an effort to keep the project moving forward. O'Connor made a motion to approve the hiring of Bennett and Sons to provide the work to correct the water issue subject to a written quote not to exceed $6000. He clarified that if the written quote comes in above the $6000, the work is not to proceed without bringing it back to the Council. Second by Boettcher. O'Connor further moved to give Hadler the authority to enter into an agreement with the affected homeowners for any yard improvements that will need to be done. Second by Boettcher. Both motions passed unanimously.

E. PK Meyer Builders TIF Request- Kevin and Pete Meyer of PK Meyer Builders request a TIF Contract from the City for the remaining years of the LeVan TIF District. Motion by Boettcher to approve the TIF Draft Contract for PK Meyer Builders Inc. by Briggs and Morgan, in the terms of which shall include those suggested herein, after a deposit in the amount of $1500 is received PK Meyer Builders. Second by Walkes. Motion passed unanimously.

F. Request for Pickleball Court- Council discussed the cost of converting the existing tennis courts to a Pickleball Court. Burgdorf stated it would minimal. The cost of a stencil and some paint. O'Connor moved to approve the Pickleball Court on the current Eastwood Park tennis courts with the project cost not to exceed $650.00. Second by Boettcher. Motion passed unanimously.

G. Small Town Grants – Hadler presented an overview of what the Small Town Grant was. Motion by O'Connor to approve a $2500 commitment to the Small Town Grant. Second by Cuccio. Motion passed unanimously.

*At this point in the meeting, Ziebell asked Clerk Schneider what she found in the minutes regarding the School drainage issue. Schneider explained that the minutes were from a Special Council Meeting Work Session from February 27, 2018 and that there was Council discussion but that no motions were made. Schneider also clarified that she searched the minutes from the Fall of 2017 and found no discussion on the topic.

H. Department Head Reports – O'Connor asked about the Public Works Building and where things were at with the issues at hand. Mayor Ziebell reminded him that Council received that information in an email the previous Friday. O'Connor asked to have the email sent to him again.

O'Connor inquired about the TAP Grant and lighting options. He shared that the community is curious also and would like to see something presented to the Council. Hadler clarified a few items regarding this topic. O'Connor asked to have it presented at the next Council Work Session. Malm requested clarification on what Council would like to see. Malm will ensure the information requested is ready for Council at the work session scheduled for August 28, 2018.

I. Liquor Store Temp Hires – Motion to approve the temporary hiring of Patty Loftus, Ron Klassen, and Tamra Klassen to work at the Liquor Store during 2018 Corn on the Cob Days Weekend at a pay rate of $10.00 per hour. Second by Boettcher. Motion passed unanimously.

J. Plainview Milk Products Request – Plainview Milk Products requested an increase in the amounts of Flow, CBOD, TSS, and T-Phos allowed by their user agreement to the Plainview Elgin Sanitary Sewer District. Malm provided the Council with detailed documents showing there is plenty of room yet at the Sanitary for the extra to be sent out there from Plainview Milk Products. Motion by O'Connor to recommend that the Plainview Elgin Sanitary District Board approve the request from Plainview Milk Products. Second by Cuccio. Motion passed with Ziebell, O'Connor, Cuccio, and Walkes voting Aye. Boettcher abstained from the vote.

9. INFORMATION ONLY DOCUMENTS

A. Thank you to the Police Department from Plainview Area Community Center regarding their response to a medical emergency that took place at the Community Center.

10. COUNCIL COMMENTS-

Cuccio shared that he did two ride alongs with the Plainview Police Department and that it was very eye opening. He complimented the Department by saying they do a bang-up job and he learned a lot during his time spend with the officers on duty.

O'Connor announced he will not be running for the upcoming election.

Ziebell announced he will be running for the Mayor seat at the upcoming election. He also shared some updated surrounding the Hiawatha Transit Bus and some statics surrounding the rides they provide to the area.

11. ADJOURN- Motion by Ziebell to adjourn the Regular City Council Meeting, Second by Cuccio. Motion passed unanimously. Meeting adjourned at 7:31 p.m.

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Roger Ziebell/Mayor MariClair Schneider/City Clerk

Plainview City Council & Department Head
Work Session
Tuesday, August 28, 2018 at 6:00 p.m.

1. **CALL TO ORDER –** Mayor Ziebell called the work session to order at 6:01 p.m. Council members in attendance: Mayor Ziebell, Council persons Boettcher, Cuccio, O'Connor and Walkes. Department heads in attendance: City Administrator Hadler, Finance Director Axley, Library Director Henderson, Police Chief Schneider, Public Works Director Burgdorf, City Clerk Schneider, and Liquor Store Manager Mohs. Absent Ambulance Director Jarrett and Fire Chief Jacobs. Also in attendance, Sally Harrington, Judith Jordan, Brian Malm, and Tim Weaver and Alex Neubauer.

2. **APPROVAL OF AGENDA –** Motion by O'Connor to approve the agenda. Second by Cuccio. Motion passed unanimously.

3. **DISCUSSION**

A. TAP Grant Lighting- City Engineer Brian Malm presented an update on the TAP Grant lighting project. He shared the background going back to 2015 and the costs that were listed that time compared to the costs of things now. Malm explained the 3 options that the City had to choose from regarding sidewalks, bump outs, and street lights, and various combinations of those items. Malm answered questions from Council and Malm pointed out that the project would also improve safety at the school. Sally Harrington gave her opinion on the project stating that the downtown is the front porch to our community and she felt the downtown could really use some attention. Harrington's view was that the City do all of the improvements now at one time, so it's done and it's done right. Judith Jordan inquired about additional funding from State sources and Malm answered them. Council stated they appreciated Harrington's view, but were also concerned about how to fund such a large project. Different funding ideas were discussed.

B. Budget- Hadler explained the budget worksheet they had before them as well as the preliminary levy. She shared she was happy with the numbers that Finance Director Axley put together and that she felt after the council votes on the levy in September, that council and staff can work together in the upcoming weeks to lower the amount somewhat. Hadler also shared that she recently received news that the transfer of the Ambulance to Gold Cross should be complete by 1/1/19, thus taking a huge burden off the city budget.

C. Liquor Store Renovations-Mohs explained to Council how she felt she had met their requests to clean up the Liquor building with deep cleaning, and fresh paint, but that now she is at a bit of standstill as far as improvements go. She shared some ideas she had for further improvement and asked for Council's guidance on what they would like to see happen. She stated she cannot get bids for some of the renovations without having an architect's input. Council instructed Mohs to acquire an architect to get that ball rolling and to proceed with moving the beer cooler from the off-sale side back to the and outside creating a beer den. She also plans to move the bar back to its original state creating a much larger seating area for patrons.

Hadler asked to move Item D to the end so that council could address item E first.

E. Bob Pierce Complaint- O'Connor shared his disappointment in not being informed of the situation prior to the August 13th council meeting. He asked that all department heads keep an open line of communication with Hadler, and that Hadler should keep the council informed so they may better serve the citizens of Plainview. Lengthy discussion took place between staff and council regarding information shared and communication.

D. Plainview Community and Youth Center- Council decided to not discuss this topic at this time and save for a later date.

4. COUNCIL AND STAFF UPDATES –

Hadler asked Council their thoughts on a request from a resident to close a street near his home for a few hours on Saturday September 8th. He would like to host a gathering of about 20-25 motorcyclists for breakfast. They would arrive around 8 a.m. and depart about 11:00 a.m. Council had no issue with the request.

Discussion took place between City Staff and Council regarding the practice of waiving penalties on utility bills with foreclosed properties. No formal action was taken.

Hadler updated the Council about the School drainage issue. She stated they were not in agreement with the City's proposal. City will continue to invite open dialogue with the school regarding this matter.

Ziebell updated the group on two LMC meetings he attended with Hadler the week prior. He shared that he had some good conversations with other city officials regarding their ambulance services and how they are very interested in how the transition goes for our City with the transfer of our Ambulance service to Gold Cross.

Police Chief Schneider gave his perspective on the Ambulance Gold Cross Transfer.

5. ADJOURN- Ziebell made a motion to adjourn the Plainview City Council Work Session. Second by Boettcher. Meeting adjourned at 8:37 p.m.

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Roger Ziebell, Mayor MariClair Schneider, City Clerk

CITY OF
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The Heart of Greenwood Prairie

Executive Summary
City Council Regular Meeting: September 11, 2018

AGENDA ITEM: Bills	**AGENDA SECTION:** Consent
PREPARED BY: Vicki Axley	**AGENDA NO. 4.B.**
ATTACHMENTS: Bills Report	**APPROVED BY: cgh**
RECOMMENDED ACTION: Motion to approve payment of all bills listed in attached report.	

Input Date	Invoice	Seq	Type	Description	Invoice Date	Due Date	Total Cost	GL Account
416 AFLAC								
08/29/2018	880883	1	Invoice	EMPLOYEE INS.	08/12/2018	09/01/2018	156.90	601-21705
08/29/2018	880883	2	Invoice	EMPLOYEE INS.	08/12/2018	09/01/2018	102.57	230-21705
08/29/2018	880883	3	Invoice	EMPLOYEE INS.	08/12/2018	09/01/2018	1,136.88	101-21705
Total 416 AFLAC:							1,396.35	
106199 ASPEN MILLS								
08/29/2018	221357	1	Invoice	GEN. UNIFORM/POLICE	08/09/2018	08/29/2018	174.89	101-42100-417
Total 106199 ASPEN MILLS:							174.89	
104716 BAKER & TAYLOR								
08/29/2018	2033870088	1	Invoice	BOOKS/LIBRARY	07/25/2018	08/24/2018	12.99	211-45500-592
Total 104716 BAKER & TAYLOR:							12.99	
106389 BENNETT, SHAWN								
08/29/2018	917429	1	Invoice	REIMBURSE LIFEGUARD RECERTIFICATION	08/13/2018	08/29/2018	35.00	225-45128-331
Total 106389 BENNETT, SHAWN:							35.00	
106472 BILL'S TOWING								
08/29/2018	21288	1	Invoice	TOWING/POLICE	08/21/2018	08/29/2018	100.00	101-42100-436
Total 106472 BILL'S TOWING:							100.00	
106503 BOB BEDSTED PAINTING LLC								
08/29/2018	AUG 2018	1	Invoice	PAINTING/LIQUOR STORE	08/13/2018	08/29/2018	650.00	609-49750-223
Total 106503 BOB BEDSTED PAINTING LLC:							650.00	
106463 BOLTON & MENK, INC.								
08/29/2018	0221415	1	Invoice	COMPREHENSIVE PLAN	08/14/2018	08/29/2018	127.50	101-41110-310
Total 106463 BOLTON & MENK, INC.:							127.50	
106219 BRAUN, DAVID								
08/29/2018	711934	1	Invoice	REPAIRS/PARKS	08/10/2018	08/29/2018	46.52	225-45200-221

Input Date	Invoice	Seq	Type	Description	Invoice Date	Due Date	Total Cost	GL Account
Total 106219 BRAUN, DAVID:							46.52	
107 BREAKTHRU BEVERAGE								
08/29/2018	1080844358	1	Invoice	LIQUOR	08/16/2018	08/29/2018	1,246.62	609-49750-251
Total 107 BREAKTHRU BEVERAGE:							1,246.62	
106288 BUCK, CURTIS								
08/29/2018	PRIMARY	1	Invoice	PRIMARY ELECTION JUDGE	08/14/2018	08/29/2018	90.00	101-41410-103
Total 106288 BUCK, CURTIS:							90.00	
106292 BUCK, SUSAN								
08/29/2018	PRIMARY	1	Invoice	PRIMARY ELECTION JUDGE	08/14/2018	08/29/2018	90.00	101-41410-103
Total 106292 BUCK, SUSAN:							90.00	
106291 CARROLL, LINDA								
08/29/2018	PRIMARY	1	Invoice	PRIMARY ELECTION JUDGE	08/14/2018	08/29/2018	90.00	101-41410-103
Total 106291 CARROLL, LINDA:							90.00	
572 CENTURYLINK/PHOENIX								
08/29/2018	313054219 J	1	Invoice	PHONE/POOL	08/11/2018	09/10/2018	53.83	225-45128-321
08/29/2018	313539040 J	1	Invoice	PHONE/PARKBOARD	08/11/2018	09/10/2018	54.67	225-45200-321
Total 572 CENTURYLINK/PHOENIX:							108.50	
104400 CHANNING BETE CO., INC								
08/24/2018	53547100	2	Adjustmen	MED SUPPLIES/AMB	07/17/2018	08/14/2018	120.85-	230-49020-332
Total 104400 CHANNING BETE CO., INC:							120.85-	
106513 CLARK, LINNEA								
08/29/2018	917428	1	Invoice	LIFEGAURD RECERTIFICATION	08/13/2018	08/29/2018	35.00	225-45128-331
Total 106513 CLARK, LINNEA:							35.00	
105949 CUSTOM COMMUNICATIONS INC.								
08/29/2018	400193	1	Invoice	ALARM MONITORING/PW BLDG.	06/12/2018	08/29/2018	101.47	101-43100-310

Input Date	Invoice	Seq	Type	Description	Invoice Date	Due Date	Total Cost	GL Account
Total 105949 CUSTOM COMMUNICATIONS INC.:							101.47	
62 DALCO								
08/29/2018	3350268	1	Invoice	SUPPLIES/POOL	08/13/2018	08/29/2018	120.67	225-45128-217
Total 62 DALCO:							120.67	
106428 DATA SMART COMPUTERS INC.								
08/29/2018	57598	1	Invoice	ANTI VIRUS NODE/ADM	08/02/2018	08/29/2018	2.00	101-41500-580
08/29/2018	57687	1	Invoice	OFFICE 365 FEES	08/03/2018	08/29/2018	132.50	101-41500-580
08/29/2018	57763	1	Invoice	COMPUTER LABOR/ADM	08/10/2018	08/29/2018	230.00	101-41500-310
Total 106428 DATA SMART COMPUTERS INC.:							364.50	
105658 DAVIDSON, MATT								
08/29/2018	PRIMARY	1	Invoice	PRIM. ELEC. JUDGE	08/14/2018	08/29/2018	90.00	101-41410-103
Total 105658 DAVIDSON, MATT:							90.00	
106287 DAY, ANYCE								
08/29/2018	PRIMARY	1	Invoice	PRIMARY ELECTION JUDGE	08/14/2018	08/29/2018	90.00	101-41410-103
Total 106287 DAY, ANYCE:							90.00	
106290 DAY, CLARENCE								
08/29/2018	PRIMARY	1	Invoice	PRIMARY ELECTION JUDGE	08/14/2018	08/29/2018	90.00	101-41410-103
Total 106290 DAY, CLARENCE:							90.00	
105564 DEARBORN NATIONAL								
08/29/2018	F017376-1 S	1	Invoice	EMPLOYEE INS.	08/13/2018	09/01/2018	55.61	609-49750-131
08/29/2018	F017376-1 S	2	Invoice	EMPLOYEE INS.	08/13/2018	09/01/2018	31.31	602-49450-131
08/29/2018	F017376-1 S	3	Invoice	EMPLOYEE INS.	08/13/2018	09/01/2018	34.22	601-49400-331
08/29/2018	F017376-1 S	4	Invoice	EMPLOYEE INS.	08/13/2018	09/01/2018	37.89	230-49020-131
08/29/2018	F017376-1 S	5	Invoice	EMPLOYEE INS.	08/13/2018	09/01/2018	34.22	225-45200-131
08/29/2018	F017376-1 S	6	Invoice	EMPLOYEE INS.	08/13/2018	09/01/2018	38.97	211-45500-131
08/29/2018	F017376-1 S	7	Invoice	EMPLOYEE INS.	08/13/2018	09/01/2018	74.59	101-43100-131
08/29/2018	F017376-1 S	8	Invoice	EMPLOYEE INS.	08/13/2018	09/01/2018	293.92	101-42100-131
08/29/2018	F017376-1 S	9	Invoice	EMPLOYEE INS.	08/13/2018	09/01/2018	142.82	101-41500-131

Input Date	Invoice	Seq	Type	Description	Invoice Date	Due Date	Total Cost	GL Account
Total 105564 DEARBORN NATIONAL:							743.55	
105433 DELTA DENTAL OF MINNESOTA								
08/29/2018	7382100	1	Invoice	EMPLOY DENTAL	08/15/2018	09/01/2018	367.75	101-21705
08/29/2018	7382100	2	Invoice	EMPLOY DENTAL	08/15/2018	09/01/2018	65.05	230-21705
08/29/2018	7382100	3	Invoice	EMPLOY DENTAL	08/15/2018	09/01/2018	31.15	609-21705
Total 105433 DELTA DENTAL OF MINNESOTA:							463.95	
105650 DEMING, MARY								
08/29/2018	PRIMARY	1	Invoice	PRIM. ELEC. JUDGE	08/14/2018	08/29/2018	95.00	101-41410-103
Total 105650 DEMING, MARY:							95.00	
106055 DIEL, GENE								
08/29/2018	PRIMARY	1	Invoice	PRIMARY ELEC JUDGE	08/14/2018	08/29/2018	90.00	101-41410-103
Total 106055 DIEL, GENE:							90.00	
105651 DIEL, JEAN								
08/29/2018	PRIMARY	1	Invoice	PRIM. ELEC. JUDGE	08/14/2018	08/29/2018	90.00	101-41410-103
Total 105651 DIEL, JEAN:							90.00	
106327 ELM USA								
08/29/2018	13771	1	Invoice	PAY GO/LIBRARY	08/03/2018	08/29/2018	25.00	211-45500-201
Total 106327 ELM USA:							25.00	
105646 EXPERT T BILLING								
08/29/2018	4824	1	Invoice	JULY-2018 BILLING.AMB	08/14/2018	08/29/2018	638.00	230-49020-401
Total 105646 EXPERT T BILLING:							638.00	
106517 FIRE HOUSE PIZZA								
08/29/2018	14986	1	Invoice	PIZZAS/LIQUOR STORE	08/22/2018	08/29/2018	106.00	609-49750-259
Total 106517 FIRE HOUSE PIZZA:							106.00	

Input Date	Invoice	Seq	Type	Description	Invoice Date	Due Date	Total Cost	GL Account
105806 FLAHERTY & HOOD, P.A.								
08/29/2018	11743	1	Invoice	RETAINER/ADM	08/01/2018	08/29/2018	1,731.18	101-41500-304
Total 105806 FLAHERTY & HOOD, P.A.:							1,731.18	
105654 GELNER, CHAD								
08/29/2018	PRIMARY	1	Invoice	PRIM. ELEC. JUDGE	08/14/2018	08/29/2018	90.00	101-41410-103
Total 105654 GELNER, CHAD:							90.00	
212 GILLETTE PEPSI								
08/29/2018	9399604	1	Invoice	POP/LIQUOR STORE	08/20/2018	08/29/2018	404.25	609-49750-214
Total 212 GILLETTE PEPSI:							404.25	
106489 GINGERICH CONSTRUCTION								
08/29/2018	#2	1	Invoice	LIBRARY PROJECT	08/17/2018	08/29/2018	36,104.75	211-45500-590
Total 106489 GINGERICH CONSTRUCTION:							36,104.75	
105849 GOEDE, MARIE								
08/29/2018	PRIMARY	1	Invoice	PRIM. ELEC. JUDGE	08/14/2018	08/29/2018	90.00	101-41410-103
Total 105849 GOEDE, MARIE:							90.00	
104641 GOLD CROSS AMBULANCE SERVICE								
08/29/2018	18-67236	1	Invoice	INTERCEPT/AMB	07/26/2018	08/31/2018	183.35	230-49020-217
Total 104641 GOLD CROSS AMBULANCE SERVICE:							183.35	
105285 GOLD CROSS CONTRACT SERVICES								
08/29/2018	18-473	1	Invoice	PARTIAL JUNE 2018/AMB	08/09/2018	08/19/2018	544.32	230-49020-401
08/29/2018	18-474	1	Invoice	PARTIAL JULY/2018	08/09/2018	08/19/2018	1,229.13	230-49020-401
08/29/2018	18-475	1	Invoice	JULY 2018 MANAGE AMB	08/09/2018	08/19/2018	5,443.14	230-49020-401
08/29/2018	18-476	1	Invoice	AUG. MANAGE/AMB	08/09/2018	08/19/2018	10,886.28	230-49020-401
08/29/2018	18-477	1	Invoice	SEPT. MANAGE/AMB	08/09/2018	08/19/2018	18,436.28	230-49020-401
Total 105285 GOLD CROSS CONTRACT SERVICES:							36,539.15	
106512 GUDMUNDSON, PAIGE								
08/29/2018	917427	1	Invoice	REIMBURSE LIFEGUARD CERTIFICATION	08/13/2018	08/29/2018	35.00	225-45128-331

Input Date	Invoice	Seq	Type	Description	Invoice Date	Due Date	Total Cost	GL Account
Total 106512 GUDMUNDSON, PAIGE:							35.00	
106505 HARTZELL, HELEN								
08/29/2018	PRIMARY	1	Invoice	PRIMARY ELECTION JUDGE	08/14/2018	08/29/2018	90.00	101-41410-103
08/29/2018	PRIMARY	2	Invoice	MILEAGE ELECTIONS	08/14/2018	08/29/2018	21.01	101-41410-331
Total 106505 HARTZELL, HELEN:							111.01	
105641 HORIZON COMMERCIAL POOL SUPPLY								
08/29/2018	180718032	1	Invoice	CHEMICALS/POOL	07/31/2018	08/29/2018	859.21	225-45128-217
Total 105641 HORIZON COMMERCIAL POOL SUPPLY:							859.21	
106221 HUGHES, CHRIS								
08/29/2018	009028	1	Invoice	REIMBURSE/AMB	08/17/2018	08/29/2018	21.20	230-49020-437
Total 106221 HUGHES, CHRIS:							21.20	
105968 ITRON, INC.								
08/29/2018	493050	1	Invoice	WATER METER HARD/SOFTWARE	08/12/2018	08/29/2018	2,316.41	601-49400-228
Total 105968 ITRON, INC.:							2,316.41	
384 JACK NEUMANN TRUCKING								
08/29/2018	23129	1	Invoice	LIQUOR FREIGHT	08/16/2018	08/29/2018	80.00	609-49750-251
Total 384 JACK NEUMANN TRUCKING:							80.00	
348 JOHN DEERE FINANCIAL								
08/29/2018	1188895	1	Invoice	COTTER PIN/STREETS	08/14/2018	09/03/2018	17.03	101-43100-221
08/29/2018	1188974	1	Invoice	PARTS/STREETS	08/14/2018	09/03/2018	2.26	101-43100-221
Total 348 JOHN DEERE FINANCIAL:							19.29	
134 JOHNSON BROS-ST. PAUL								
08/29/2018	1081695	1	Invoice	LIQUOR	08/15/2018	08/29/2018	1,758.95	609-49750-251
Total 134 JOHNSON BROS-ST. PAUL:							1,758.95	

Input Date	Invoice	Seq	Type	Description	Invoice Date	Due Date	Total Cost	GL Account
105877 JOHNSON CONTROLS SECURITY SOLUTIONS								
08/29/2018	30903025	1	Invoice	SERVICE CHG/LIQUOR ST.	08/07/2018	08/29/2018	24.43	609-49750-214
08/29/2018	30904363	1	Invoice	SERVICE CHG/LIQUOR ST.	08/08/2018	08/29/2018	9.52	609-49750-214
08/29/2018	30904364	1	Invoice	INSTALL SECURITY/LIQUOR ST.	08/08/2018	08/29/2018	303.64	609-49750-214
08/29/2018	80903026	1	Invoice	INSTALLATION CHG./POLICE	08/07/2018	08/29/2018	2,960.04	609-49750-214
Total 105877 JOHNSON CONTROLS SECURITY SOLUTIONS:							3,297.63	
140 KAUPA, JOE								
08/29/2018	PRIMARY	1	Invoice	PRIM. ELEC. JUDGE	08/14/2018	08/29/2018	90.00	101-41410-103
08/29/2018	PRIMARY	2	Invoice	MILEAGE ELECTION TRAINING	08/14/2018	08/29/2018	21.12	101-41410-331
Total 140 KAUPA, JOE:							111.12	
105853 KAUPA, NANCY								
08/29/2018	PRIMARY	1	Invoice	PRIM. ELEC. JUDGE	08/14/2018	08/29/2018	90.00	101-41410-103
Total 105853 KAUPA, NANCY:							90.00	
105861 KLASSEN, RON								
08/29/2018	AUG-2018	1	Invoice	WORK LIQUOR ST. CORN ON THE COB	08/17/2018	08/29/2018	80.00	609-49750-437
Total 105861 KLASSEN, RON:							80.00	
106409 KLASSEN, TAMRA								
08/29/2018	AUG-2018	1	Invoice	WORK LIQUOR STORE CORN ON THE COB	08/17/2018	08/29/2018	50.00	609-49750-437
Total 106409 KLASSEN, TAMRA:							50.00	
106293 KLEES, PAULETTE								
08/29/2018	PRIMARY	1	Invoice	PRIMARY ELECTION JUDGE	08/14/2018	08/29/2018	90.00	101-41410-103
Total 106293 KLEES, PAULETTE:							90.00	
106507 KUK, CHAD								
08/29/2018	PRIMARY	1	Invoice	PRIMARY ELECTION JUDGE	08/14/2018	08/29/2018	90.00	101-41410-103
08/29/2018	PRIMARY	2	Invoice	MILEAGE/ELECTIONS	08/14/2018	08/29/2018	21.01	101-41410-331
Total 106507 KUK, CHAD:							111.01	

Input Date	Invoice	Seq	Type	Description	Invoice Date	Due Date	Total Cost	GL Account
106329 LAKE CITY RECYCLING & DISPOSAL								
08/29/2018	79645	1	Invoice	GARBAGE/AMB BLDG.	08/01/2018	08/14/2018	32.29	230-49020-384
Total 106329 LAKE CITY RECYCLING & DISPOSAL:							32.29	
106509 LAMB, KADEN								
08/29/2018	917418	1	Invoice	REIMBURSE LIFEGUARD TRAINING	07/06/2018	08/29/2018	35.00	225-45128-331
Total 106509 LAMB, KADEN:							35.00	
106514 LAMPRECHT LAW, PLLC								
08/29/2018	1239	1	Invoice	DOCUMENT PREP.	08/21/2018	08/29/2018	100.00	505-49850-304
Total 106514 LAMPRECHT LAW, PLLC:							100.00	
365 LEAGUE OF MINNESOTA CITIES/FINANCE								
08/29/2018	274995	1	Invoice	REG.MEETING C.HADLER	08/14/2018	08/29/2018	45.00	101-41500-331
Total 365 LEAGUE OF MINNESOTA CITIES/FINANCE:							45.00	
105662 LEONARD ENTERPRISES LLC								
08/29/2018	08082018	1	Invoice	SIDEWALK REPLACE	08/08/2018	08/29/2018	8,243.75	101-43100-226
Total 105662 LEONARD ENTERPRISES LLC:							8,243.75	
105862 LOFTUS, PATTY								
08/29/2018	AUG-2018	1	Invoice	WORK LIQUOR ST. CORN ON THE COB	08/17/2018	08/29/2018	65.00	609-49750-437
Total 105862 LOFTUS, PATTY:							65.00	
106289 LYONS, JEAN								
08/29/2018	PRIMARY	1	Invoice	PRIMARY ELECTION JUDGE	08/14/2018	08/29/2018	90.00	101-41410-103
Total 106289 LYONS, JEAN:							90.00	
105851 MARSHIK, JAN								
08/29/2018	PRIMARY	1	Invoice	PRIM ELEC. JUDGE	08/14/2018	08/29/2018	90.00	101-41410-103
Total 105851 MARSHIK, JAN:							90.00	

Input Date	Invoice	Seq	Type	Description	Invoice Date	Due Date	Total Cost	GL Account
106502 MAYO CLINIC HEALTH SOLUTIONS								
08/29/2018	TANY TRAA	1	Invoice	OVERPAY/AMB RUN	08/02/2018	08/29/2018	1,420.00	230-49020-229
Total 106502 MAYO CLINIC HEALTH SOLUTIONS:							1,420.00	
105653 MEYER, ELEANOR								
08/29/2018	PRIMARY	1	Invoice	PRIM. ELEC. JUDGE	08/14/2018	08/29/2018	102.50	101-41410-103
08/29/2018	PRIMARY	2	Invoice	MILEAGE ELECTION TRAINING	08/14/2018	08/29/2018	21.12	101-41410-331
Total 105653 MEYER, ELEANOR:							123.62	
106418 MEYER, KEVIN								
08/29/2018	PL17-104	1	Invoice	REFUND DEPOSIT	08/22/2018	08/29/2018	1,000.00	101-41500-32210
Total 106418 MEYER, KEVIN:							1,000.00	
106283 MN STATE COLLEGES & UNIVERSITIES								
08/29/2018	4373	1	Invoice	MRTC MEMBER L.MCCABE	08/15/2018	08/29/2018	25.00	230-49020-433
Total 106283 MN STATE COLLEGES & UNIVERSITIES:							25.00	
106508 MOECHING, JOYCE								
08/29/2018	PRIMARY	1	Invoice	PRIMARY ELECTION JUDGE	08/14/2018	08/29/2018	90.00	101-41410-103
08/29/2018	PRIMARY	2	Invoice	MILEAGE ELECTIONS	08/14/2018	08/29/2018	19.47	101-41410-331
Total 106508 MOECHING, JOYCE:							109.47	
106456 MOLLY'S WINERY								
08/16/2018	254	2	Adjustmen	WINE/LIQUOR STORE	07/23/2018	08/14/2018	13.00-	609-49750-251
08/29/2018	254 CORRE	1	Invoice	WINE/LIQUOR STORE	07/23/2018	08/17/2018	130.00	609-49750-251
Total 106456 MOLLY'S WINERY:							117.00	
106373 NEWCOMB, MALLORY								
08/29/2018	917426	1	Invoice	REIMBURSE LIFEGUARD RECERT	08/13/2018	08/29/2018	35.00	225-45128-331
Total 106373 NEWCOMB, MALLORY:							35.00	
376 NORTHERN BEVERAGE DISTB.								
08/29/2018	0000290415	1	Invoice	BEER/LIQUOR STORE	08/16/2018	08/29/2018	3,200.85	609-49750-252
08/29/2018	290503	1	Invoice	BEER/LIQUOR STORE	08/23/2018	08/29/2018	1,128.50	609-49750-252

Input Date	Invoice	Seq	Type	Description	Invoice Date	Due Date	Total Cost	GL Account
Total 376 NORTHERN BEVERAGE DISTB.:							4,329.35	
205 ORION DISTRIBUTING LLC								
08/29/2018	08162018	1	Invoice	DRINK CHIPS/LIQUOR ST.	08/16/2018	08/29/2018	139.10	609-49750-259
08/29/2018	08232018	1	Invoice	SNACKS/LIQUOR ST.	08/23/2018	08/29/2018	50.00	609-49750-259
08/29/2018	81618	1	Invoice	SNACKS/LIQUOR ST.	08/16/2018	08/29/2018	65.50	609-49750-259
Total 205 ORION DISTRIBUTING LLC:							254.60	
106466 OVERDRIVE, INC.								
08/29/2018	02225CO181	1	Invoice	AUDIO/LIBRARY	08/15/2018	08/29/2018	39.95	211-45500-592
Total 106466 OVERDRIVE, INC.:							39.95	
106161 PEOPLE'S ENERGY COOPERATIVE								
08/29/2018	2643900 JUL	1	Invoice	ELEC/WELL #3	08/07/2018	08/29/2018	88.00	601-49400-381
08/29/2018	2647400 JUL	1	Invoice	ELEC/RINK	08/07/2018	08/25/2018	57.00	225-45200-381
08/29/2018	2652400 JUL	1	Invoice	ELEC/LIQUOR STORE	08/07/2018	08/25/2018	1,176.00	609-49750-381
08/29/2018	2657300 JUL	1	Invoice	ELEC/TENNIS COURT	08/07/2018	08/25/2018	81.07	225-45200-381
08/29/2018	2657400 JUL	1	Invoice	ELEC/ATHLETIC FIELD	08/07/2018	08/25/2018	23.00	225-45200-381
08/29/2018	2658900 JUL	1	Invoice	ELEC/POOL	08/07/2018	08/25/2018	1,828.00	225-45128-381
08/29/2018	2706100 JUL	1	Invoice	ELEC/NE LIFT STATION	08/07/2018	08/25/2018	122.00	602-49450-381
08/29/2018	2709900 JUL	1	Invoice	ELEC/W.BDWY.SIREN	08/07/2018	08/25/2018	11.00	101-42500-381
08/29/2018	2714900 JUL	1	Invoice	ELEC/ST LIGHTS	08/07/2018	08/25/2018	2,443.00	101-43100-381
08/29/2018	2732200 JUL	1	Invoice	ELEC/SIGNAL LIGHT	08/07/2018	08/25/2018	34.00	101-43100-381
08/29/2018	2738000 JUL	1	Invoice	ELEC/WELL #2	08/07/2018	08/25/2018	2,502.00	601-49400-381
08/29/2018	2739100 JUL	1	Invoice	ELEC/PW BLDG.	08/07/2018	08/25/2018	318.00	101-43100-381
08/29/2018	2747700 JUL	1	Invoice	ELEC/SW SIREN	08/07/2018	08/25/2018	43.00	101-42500-381
08/29/2018	2764400 JUL	1	Invoice	ELEC/SEWER	08/07/2018	08/25/2018	438.00	602-49450-381
08/29/2018	2767800 JUL	1	Invoice	ELEC/WEDGEWOOD PARK	08/07/2018	08/25/2018	64.00	225-45200-381
08/29/2018	2767800 JUL	1	Invoice	ELEC/FLAG LIGHT	08/07/2018	08/25/2018	28.00	235-49010-381
08/29/2018	2777600 JUL	1	Invoice	ELEC/LIBRARY	08/07/2018	08/25/2018	413.00	211-45500-381
08/29/2018	3026600 JUL	1	Invoice	ELEC/AMB BLDG	08/07/2018	08/25/2018	437.00	230-49020-381
08/29/2018	3036800 JUL	1	Invoice	ELEC/FIRE HALL	08/07/2018	08/25/2018	207.00	101-42200-381
08/29/2018	3038100 JUL	1	Invoice	ELEC/CITY HALL	08/07/2018	08/25/2018	218.67	101-41500-381
08/29/2018	3038100 JUL	2	Invoice	ELEC/CITY HALL	08/07/2018	08/25/2018	218.67	101-42100-381
08/29/2018	3038100 JUL	3	Invoice	ELEC/CITY HALL	08/07/2018	08/25/2018	218.66	101-41110-381
08/29/2018	3042300 JUL	1	Invoice	ELEC/WATER TOWER	08/07/2018	08/25/2018	172.00	601-49400-381
08/29/2018	3043900 JUL	1	Invoice	ELEC/BIKE TRAIL	08/07/2018	08/25/2018	42.00	225-45200-381

Input Date	Invoice	Seq	Type	Description	Invoice Date	Due Date	Total Cost	GL Account
Total 106161 PEOPLE'S ENERGY COOPERATIVE:							11,183.07	
105889 PERFORMANCE DRAFT COMPANY								
08/29/2018	82418	1	Invoice	CLEAN BEERLINES	08/24/2018	08/29/2018	42.00	609-49750-211
Total 105889 PERFORMANCE DRAFT COMPANY:							42.00	
217 PHILLIPS ST. PAUL.								
08/29/2018	2407344	1	Invoice	LIQUOR	08/15/2018	08/29/2018	3,262.33	609-49750-261
Total 217 PHILLIPS ST. PAUL.:							3,262.33	
76 PLAINVIEW EDA								
08/29/2018	AUG 2018	1	Invoice	AUG. 2018 CONTRIBUTION	08/15/2018	08/29/2018	4,583.34	101-46500-491
Total 76 PLAINVIEW EDA:							4,583.34	
105272 PLAINVIEW LAWN & SNOW								
08/29/2018	6906	1	Invoice	JULY CLEANING/CITY HALL	08/01/2018	08/29/2018	202.23	101-41500-401
08/29/2018	6906	2	Invoice	JULY CLEANING/CITY HALL	08/01/2018	08/29/2018	202.22	101-42100-401
08/29/2018	6906	3	Invoice	JULY CLEANING/CITY HALL	08/01/2018	08/29/2018	202.22	101-41110-401
08/29/2018	6948	1	Invoice	OPEN & CLOSE/CEMETERY	08/14/2018	08/29/2018	450.00	235-49010-401
08/29/2018	6950	1	Invoice	OPEN & CLOSE/CEMETERY	08/27/2018	08/29/2018	450.00	235-49010-401
Total 105272 PLAINVIEW LAWN & SNOW:							1,506.67	
238 PLAINVIEW PARTS HOUSE								
08/29/2018	585813	1	Invoice	SUPPLIES/AMB	07/17/2018	08/29/2018	26.98	230-49020-213
08/29/2018	586385	1	Invoice	OIL FILTER/FIRE DEPT.	07/25/2018	08/29/2018	3.42	101-42200-221
08/29/2018	586390	1	Invoice	BATTERY/FIRE DEPT.	07/25/2018	08/29/2018	93.65	101-42200-221
08/29/2018	586395	1	Invoice	BATTERY/STREETS	07/25/2018	08/29/2018	114.86	101-43100-221
Total 238 PLAINVIEW PARTS HOUSE:							238.91	
245 RANDY'S FOODS LLC								
08/29/2018	08132018	1	Invoice	SNACKS/LIQUOR ST.	08/13/2018	08/29/2018	131.75	609-49750-259
08/29/2018	08202018	1	Invoice	SNACKS/LIQUOR ST.	08/20/2018	08/29/2018	101.75	609-49750-259
08/29/2018	08222018	1	Invoice	PIZZAS/LIQUOR ST.	08/22/2018	08/29/2018	39.00	609-49750-259
08/29/2018	082718	1	Invoice	SNACKS/LIQUOR ST.	08/27/2018	08/29/2018	39.50	609-49750-259

Input Date	Invoice	Seq	Type	Description	Invoice Date	Due Date	Total Cost	GL Account
Total 245 RANDY'S FOODS LLC:							312.00	
106518 REITER, BLAKE								
08/29/2018	PL18-65	1	Invoice	REFUND DEPOSIT BLDG. PERMIT	08/28/2018	08/29/2018	100.00	101-41500-32210
Total 106518 REITER, BLAKE:							100.00	
398 RIVERLAND COMMUNITY COLLEGE								
08/29/2018	316226	1	Invoice	TRAINING/FIRE	08/02/2018	08/29/2018	1,000.00	101-42200-331
Total 398 RIVERLAND COMMUNITY COLLEGE:							1,000.00	
106294 SCHNEIDER, HILARY								
08/29/2018	PRIMARY	1	Invoice	ELECTION JUDGE	08/14/2018	08/29/2018	172.50	101-41410-103
Total 106294 SCHNEIDER, HILARY:							172.50	
105129 SCHNEIDER, MARICLAIR								
08/29/2018	08-13 & 14, 2	1	Invoice	MILEAGE/ELECTIONS	08/15/2018	08/29/2018	49.83	101-41410-331
08/29/2018	AUG 6246	1	Invoice	SUPPLIES CITY HALL	08/23/2018	08/29/2019	58.13	101-41500-211
Total 105129 SCHNEIDER, MARICLAIR:							107.96	
264 SCHOTT DISTRIBUTING CO INC								
08/29/2018	322803	1	Invoice	BEER/LIQUOR STORE	08/01/2018	08/29/2018	7,658.95	609-49750-252
08/29/2018	324325	1	Invoice	BEER/LIQUOR STORE	08/15/2018	08/29/2018	7,956.17	609-49750-252
08/29/2018	325101	1	Invoice	BEER/LIQUOR STORE	08/22/2018	08/29/2018	7,197.55	609-49750-252
08/29/2018	325102	1	Invoice	BEER/LIQUOR STORE	08/22/2018	08/29/2018	79.50	609-49750-252
Total 264 SCHOTT DISTRIBUTING CO INC:							22,892.17	
268 SELCO								
08/29/2018	045360	1	Invoice	FEES, MAILS/LIBRARY	07/18/2018	08/29/2018	1,040.36	211-45500-418
08/29/2018	045400	1	Invoice	BARCODES/LIBRARY	08/10/2018	08/29/2018	13.46	211-45500-201
Total 268 SELCO:							1,053.82	
106504 SEVERSON, TRISTAN								
08/29/2018	PRIMARY	1	Invoice	PRIMARY ELECTION JUDGE	08/14/2018	08/29/2018	90.00	101-41410-103
08/29/2018	PRIMARY	2	Invoice	MILEAGE ELECTIONS	08/14/2018	08/29/2018	5.94	101-41410-331

Input Date	Invoice	Seq	Type	Description	Invoice Date	Due Date	Total Cost	GL Account
Total 106504 SEVERSON, TRISTAN:							95.94	
106511 SYLVESTER, ALYSE								
08/29/2018	917431	1	Invoice	REIMBURSE LIFEGUARD CERTIFICATION	08/13/2018	08/29/2018	35.00	225-45128-331
Total 106511 SYLVESTER, ALYSE:							35.00	
106510 SYLVESTER, MADESON								
08/29/2018	917422	1	Invoice	REIMBURSE LIFEGUARD CERTIFICATION	08/13/2018	08/29/2018	35.00	225-45200-331
Total 106510 SYLVESTER, MADESON:							35.00	
105963 TACTICAL SOLUTIONS								
08/29/2018	6762	1	Invoice	RADAR/POLICE	06/21/2018	08/29/2018	96.00	101-42100-221
Total 105963 TACTICAL SOLUTIONS:							96.00	
104488 TENTIS, PEG								
08/29/2018	AUG 2018	1	Invoice	MILEAGE/ELECTIONS	08/13/2018	08/29/2018	21.12	101-41410-331
Total 104488 TENTIS, PEG:							21.12	
713 TESSMAN SEED COMPANY								
08/29/2018	S279228	1	Invoice	GRASS SEED/ST.	08/14/2018	08/29/2018	122.91	101-43100-217
Total 713 TESSMAN SEED COMPANY:							122.91	
105796 U.S. BANK EQUIPMENT FINANCE								
08/29/2018	364533737	1	Invoice	COPIER/CITYHALL	08/17/2018	09/13/2018	218.01	101-41500-401
Total 105796 U.S. BANK EQUIPMENT FINANCE:							218.01	
295 UNIVERSITY OF MINNESOTA								
08/29/2018	OCT 2018	1	Invoice	TREE INSPECT RECERT MICHAEL L.BURGDORF	08/22/2018	08/29/2018	85.00	101-43100-331
08/29/2018	OCT 2018	2	Invoice	TREE INSPECT RECERT SHANE LOFTUS	08/22/2018	08/29/2018	85.00	101-43100-331
Total 295 UNIVERSITY OF MINNESOTA:							170.00	
105539 VERIZON WIRELESS								
08/29/2018	9812924115	1	Invoice	CELLPHONE/AMB	08/16/2018	09/08/2018	94.86	230-49020-321

Input Date	Invoice	Seq	Type	Description	Invoice Date	Due Date	Total Cost	GL Account
Total 105539 VERIZON WIRELESS:							94.86	
168 VISA								
08/29/2018	0165 JULY 2	1	Invoice	BOOKS,SUPPLIES/LIBRARY	08/02/2018	08/27/2018	377.38	211-45500-592
08/29/2018	6113 JULY 2	1	Invoice	SUBSCRIPTIONS/POLICE	08/02/2018	08/27/2018	20.00	101-42100-201
08/29/2018	6113 JULY 2	2	Invoice	RANGE/POLICE	08/02/2018	08/27/2018	136.14	101-42100-418
08/29/2018	6113 JULY 2	1	Invoice	MEALS/POLICE	08/02/2018	08/27/2018	30.00	101-42100-331
08/29/2018	6121 JULY 2	1	Invoice	SUPPLIES/POLICE	08/02/2018	08/27/2018	15.48	101-42100-331
08/29/2018	6121 JULY 2	2	Invoice	SUPPLIES/POLICE	08/02/2018	08/27/2018	14.98	101-42100-221
08/29/2018	6154 JULY 2	1	Invoice	RENT EXCAVATOR/PARKS	08/02/2018	08/27/2018	900.00	225-45200-418
08/29/2018	6154 JULY 2	2	Invoice	SOILCOND./PARKS	08/02/2018	08/27/2018	300.00	225-45200-418
08/29/2018	6154 JULY 2	3	Invoice	SUPPLIES/WATER	08/02/2018	08/27/2018	47.12	601-49400-217
08/29/2018	6154 JULY 2	4	Invoice	SUPPLIES/SEWER	08/02/2018	08/27/2018	38.73	602-49450-217
08/29/2018	6154 JULY 2	5	Invoice	SUPPLIES/STREETS	08/02/2018	08/27/2018	129.61	101-43100-217
08/29/2018	6154 JULY 2	6	Invoice	SUPPLIES/POOL	08/02/2018	08/27/2018	12.28	225-45128-217
08/29/2018	6154 JULY 2	7	Invoice	SUPPLIES/PARKS	08/02/2018	08/27/2018	40.97	225-45200-217
08/29/2018	6154 JULY 2	8	Invoice	REPAIRS/POOL	08/02/2018	08/27/2018	70.28	225-45128-223
08/29/2018	6196 JULY 2	1	Invoice	LIFT/LIQUOR STORE	08/02/2018	08/27/2018	289.75	609-49750-223
08/29/2018	6196 JULY 2	2	Invoice	SUPPLIES/POOL	08/02/2018	08/27/2018	33.07	225-45128-217
08/29/2018	6196 JULY 2	3	Invoice	LANDFILL/PARKS	08/02/2018	08/27/2018	516.57	225-45200-590
08/29/2018	6204 JULY 2	1	Invoice	INK POSTAGE MACHINE/ADM	08/02/2018	08/27/2018	79.54	101-41500-201
08/29/2018	6204 JULY 2	2	Invoice	SUPPLIES/ADM	08/02/2018	08/27/2018	20.63	101-41500-211
08/29/2018	6204 JULY 2	3	Invoice	SUPPLIES/ADM	08/02/2018	08/27/2018	14.90	101-41500-437
08/29/2018	6246 JULY 2	1	Invoice	POSTAGE/ADM	08/02/2018	08/27/2018	6.70	101-41500-201
08/29/2018	6246 JULY 2	2	Invoice	UNIFORM/M.SCHNEIDER	08/02/2018	08/27/2018	41.96	101-41500-417
08/29/2018	6246 JULY 2	3	Invoice	TRAINING REG./AMB	08/02/2018	08/27/2018	25.00	230-49020-331
08/29/2018	6246 JULY 2	4	Invoice	NOTARY STAMP/ADM	08/02/2018	08/27/2018	28.90	101-41500-201
08/29/2018	6246 JULY 2	5	Invoice	SNACKS/ELECTION TRAINING	08/02/2018	08/27/2018	23.98	101-41410-437
08/29/2018	6246 JULY 2	6	Invoice	UNIFORM CREDIT M.SCHNEIDER	08/02/2018	08/27/2018	52.02-	101-41500-417
08/29/2018	6360 JULY 2	1	Invoice	UNIFORM T.SCHNEIDER	08/02/2018	08/27/2018	263.08	101-42100-417
08/29/2018	6360 JULY 2	2	Invoice	COM RENEWAL/POLICE	08/02/2018	08/27/2018	15.17	101-42100-321
08/29/2018	6360 JULY 2	3	Invoice	SUPPLIES/POLICE	08/02/2018	08/27/2018	258.45	101-42100-437
08/29/2018	6360 JULY 2	4	Invoice	SHIPPING/POLICE	08/02/2018	08/27/2018	7.25	101-41500-437
08/29/2018	6519 JULY 2	1	Invoice	SUPPLIES/LIQUOR STORE	08/02/2018	08/27/2018	2.84	609-49750-201
08/29/2018	6519 JULY 2	2	Invoice	SUPPLIES/LIQUOR STORE	08/02/2018	08/27/2018	179.51	609-49750-214
08/29/2018	6519 JULY 2	3	Invoice	SUPPLIES/LIQUOR STORE	08/02/2018	08/27/2018	236.65	609-49750-217
08/29/2018	6519 JULY 2	4	Invoice	SUPPLIES/LIQUOR STORE	08/02/2018	08/27/2018	12.99	609-49750-269
Total 168 VISA:							4,137.89	

Input Date	Invoice	Seq	Type	Description	Invoice Date	Due Date	Total Cost	GL Account
106515 VREEMAN, MARCY								
08/29/2018	100	1	Invoice	INSTRUCTING EMT CLASS	08/21/2018	08/29/2018	100.00	230-49020-332
Total 106515 VREEMAN, MARCY:							100.00	
307 WABASHA COUNTY AUDITOR/TREAS.								
08/29/2018	10778	1	Invoice	COPIES OF LEVY/C.HADLER	06/25/2018	08/17/2018	40.00	101-41500-437
Total 307 WABASHA COUNTY AUDITOR/TREAS.:							40.00	
104731 WABASHA COUNTY SHERIFFS OFFICE								
08/29/2018	2018-WCSO-	1	Invoice	SPEAKER SHARE/POLICE	08/14/2018	08/29/2018	100.00	101-42100-331
Total 104731 WABASHA COUNTY SHERIFFS OFFICE:							100.00	
106516 WISCONSIN LIBRARY ASSOCIATION								
08/29/2018	4067	1	Invoice	CONFERENCE M.CURTIS	08/20/2018	09/03/2018	396.00	211-45500-331
Total 106516 WISCONSIN LIBRARY ASSOCIATION:							396.00	
106506 ZABEL-DUDEN, PATTY								
08/29/2018	PRIMARY	1	Invoice	PRIMARY ELECTION JUDGE	08/14/2018	08/29/2018	90.00	101-41410-103
08/29/2018	PRIMARY	2	Invoice	MILEAGE ELECTION TRAINING	08/14/2018	08/29/2018	2.75	101-41410-331
Total 106506 ZABEL-DUDEN, PATTY:							92.75	
106090 ZIEBELL, ROGER								
08/29/2018	8/21 & 22/20	1	Invoice	MILEAGE/COUNCIL	08/23/2018	08/29/2018	63.80	101-41110-331
08/29/2018	AUG 2018	1	Invoice	MILEAGE/COUNCIL	08/15/2018	08/29/2018	61.60	101-41110-331
Total 106090 ZIEBELL, ROGER:							125.40	
414 ZIEBELLS HIAWATHA FOODS INC								
08/29/2018	214421	1	Invoice	SUPPLIES LIQUOR ST.	08/13/2018	08/29/2018	248.22	609-49750-214
08/29/2018	215161	1	Invoice	SUPPLIES LIQUOR ST.	08/20/2018	08/29/2018	177.11	609-49750-214
Total 414 ZIEBELLS HIAWATHA FOODS INC:							425.33	
Grand Totals:							160,280.18	

GL Period	Amount

GL Period	Amount
08/18	160,280.18
Grand Totals:	160,280.18

Vendor number hash:	11674470
Vendor number hash - split:	13796196
Total number of invoices:	159
Total number of transactions:	207

Terms Description	Invoice Amount	Discount Amount	Net Invoice Amount
Open Terms	160,280.18	.00	160,280.18
Grand Totals:	160,280.18	.00	160,280.18

Input Date	Invoice	Seq	Type	Description	Invoice Date	Due Date	Total Cost	GL Account
263 1 SOURCE								
09/12/2018	222924-0	1	Invoice	PAPER/LIBRARY	08/21/2018	09/12/2018	18.98	211-45500-201
09/12/2018	223783-0	1	Invoice	INK CARTRIDGE/UTILITY BILLING	09/04/2018	09/12/2018	148.50	601-49400-201
09/12/2018	223783-0	2	Invoice	INK CARTRIDGE/UTILITY BILLING	09/04/2018	09/12/2018	148.49	602-49450-201
Total 263 1 SOURCE:							315.97	
3 ABA WATER SYSTEMS								
09/12/2018	0261587	1	Invoice	CHEMICALS/POOL	08/27/2018	09/12/2018	51.41	225-45128-217
Total 3 ABA WATER SYSTEMS:							51.41	
460 ADVANCED DISPOSAL								
09/12/2018	G600021104	1	Invoice	GARBAGE/CEMETERY	08/31/2018	09/12/2018	143.61	235-49010-223
09/12/2018	G600021104	1	Invoice	GARBAGE/LIQUOR ST.	08/31/2018	09/12/2018	383.35	609-49750-384
09/12/2018	G600021104	1	Invoice	GARBAGE/PW BLDG	08/31/2018	09/12/2018	324.36	101-43100-223
09/12/2018	G600021104	1	Invoice	GARBAGE/ST. CONT.	08/31/2018	09/12/2018	343.74	101-43100-223
Total 460 ADVANCED DISPOSAL:							1,195.06	
105988 AG PARTNERS								
09/12/2018	406325	1	Invoice	GLOVES/POOL	08/13/2018	09/30/2018	10.95	225-45128-217
Total 105988 AG PARTNERS:							10.95	
524 ALEX AIR APPARATUS								
09/12/2018	67564	1	Invoice	SCBA-FLOW TEST/FIRE	08/28/2018	09/12/2018	370.60	101-42200-221
09/12/2018	67564	2	Invoice	SCBA-FLOW TEST/FIRE	08/28/2018	09/12/2018	370.60	245-42200-221
Total 524 ALEX AIR APPARATUS:							741.20	
105905 AMERIPRIDE SERVICES, INC.								
09/12/2018	2800921808	1	Invoice	MOPS,TOWELS/LIQ ST.	08/14/2018	09/12/2018	122.85	609-49750-211
09/12/2018	2800927059	1	Invoice	MOPS,TOWELS/LIQ.ST.	08/28/2018	09/12/2018	60.89	609-49750-223
Total 105905 AMERIPRIDE SERVICES, INC.:							183.74	
106519 ASBESTROL, INC.								
09/12/2018	7771	1	Invoice	SAMPLES FIRE HALL	08/31/2018	09/12/2018	431.60	101-42200-223

Input Date	Invoice	Seq	Type	Description	Invoice Date	Due Date	Total Cost	GL Account
Total 106519 ASBESTROL, INC.:							431.60	
104716 BAKER & TAYLOR								
09/12/2018	1033894367	1	Invoice	BOOKS/LIBRARY	08/06/2018	09/12/2018	94.67	211-45500-592
09/12/2018	2033915699	1	Invoice	BOOKS/LIBRARY	08/14/2018	09/12/2018	10.24	211-45500-592
Total 104716 BAKER & TAYLOR:							104.91	
154 BENNETT'S FOOD CENTER								
09/12/2018	14559	1	Invoice	PARADE SUPPLIES/LIQUOR ST.	08/16/2018	09/12/2018	548.25	609-49750-343
09/12/2018	27141	1	Invoice	BATTERIES/AMB BLDG.	08/16/2018	09/12/2018	10.62	230-49020-223
09/12/2018	65696	1	Invoice	SUPPLIES/LIQUOR ST.	08/08/2018	09/12/2018	106.27	609-49750-214
09/12/2018	66307	1	Invoice	SUPPLIES/AMB	08/10/2018	09/12/2018	11.85	230-49020-211
09/12/2018	66417	1	Invoice	SUPPLIES/LIQUOR ST.	08/10/2018	09/12/2018	78.52	609-49750-214
09/12/2018	69231	1	Invoice	SUPPLIES/LIQUOR ST.	08/16/2018	09/12/2018	80.08	609-49750-214
09/12/2018	73203	1	Invoice	SUPPLIES/LIQUOR ST.	08/24/2018	09/12/2018	13.72	609-49750-214
Total 154 BENNETT'S FOOD CENTER:							849.31	
331 BLUE CROSS - BLUE SHIELD OF MN								
09/12/2018	18038311926	1	Invoice	EMPLOY HEALTH INS.	08/31/2018	09/20/2018	1,213.10	609-49750-131
09/12/2018	18038311926	2	Invoice	EMPLOY HEALTH INS.	08/31/2018	09/20/2018	1,068.07	230-49020-131
09/12/2018	18038311926	3	Invoice	EMPLOY HEALTH INS.	08/31/2018	09/20/2018	710.47	211-45500-131
09/12/2018	18038311926	4	Invoice	EMPLOY HEALTH INS.	08/31/2018	09/20/2018	1,282.50	101-43100-131
09/12/2018	18038311926	5	Invoice	EMPLOY HEALTH INS.	08/31/2018	09/20/2018	262.75	101-43125-131
09/12/2018	18038311926	6	Invoice	EMPLOY HEALTH INS.	08/31/2018	09/20/2018	2,139.80	101-42100-131
09/12/2018	18038311926	7	Invoice	EMPLOY HEALTH INS.	08/31/2018	09/20/2018	1,159.69	101-41500-131
Total 331 BLUE CROSS - BLUE SHIELD OF MN:							7,836.38	
107 BREAKTHRU BEVERAGE								
09/12/2018	1080851027	1	Invoice	LIQUOR	08/30/2018	09/29/2018	2,041.69	609-49750-251
Total 107 BREAKTHRU BEVERAGE:							2,041.69	
106449 CINTAS CORPORATION								
09/12/2018	4008386320	1	Invoice	MATS/PW BLDG	08/07/2018	09/12/2018	9.85	101-43100-223
09/12/2018	4008624158	1	Invoice	MATS/PW BLDG	08/14/2018	09/12/2018	9.85	101-43100-223
09/12/2018	4008868316	1	Invoice	MATS/PW BLDG	08/21/2018	09/12/2018	9.85	101-43100-223
09/12/2018	4009091365	1	Invoice	MATS/PW BLDG	08/28/2018	09/12/2018	9.85	101-43100-223

Input Date	Invoice	Seq	Type	Description	Invoice Date	Due Date	Total Cost	GL Account
09/12/2018	4009091372	1	Invoice	MOPS&TOWELS/CITYHALL	08/28/2018	09/12/2018	16.51	101-41500-401
Total 106449 CINTAS CORPORATION:							55.91	
106422 CORE & MAIN, LP								
09/12/2018	J406223	1	Invoice	SUPPLIES/WATER	08/24/2018	09/12/2018	83.55	601-49400-217
Total 106422 CORE & MAIN, LP:							83.55	
104555 DIAMOND VOGEL PAINT								
09/12/2018	281174447	1	Invoice	STENCIL/STREETS	08/09/2018	09/12/2018	397.90	101-43100-217
Total 104555 DIAMOND VOGEL PAINT:							397.90	
106372 EGAN								
09/12/2018	JC10177928	1	Invoice	SERVICE MAST/LIQUOR STORE	08/24/2018	09/12/2018	504.04	609-49750-223
Total 106372 EGAN:							504.04	
104641 GOLD CROSS AMBULANCE SERVICE								
09/12/2018	18-75078	1	Invoice	INTERCEPT/AMB	08/17/2018	09/21/2018	199.63	230-49020-217
Total 104641 GOLD CROSS AMBULANCE SERVICE:							199.63	
104 GOPHER STATE ONE CALL								
09/12/2018	8080662	1	Invoice	LOCATES/SEWER	08/31/2018	09/12/2018	24.30	602-49450-310
09/12/2018	8080662	2	Invoice	LOCATES/WATER	08/31/2018	09/12/2018	24.30	601-49400-310
Total 104 GOPHER STATE ONE CALL:							48.60	
106126 HENRY SCHEIN INC.								
09/12/2018	54755053	1	Invoice	MED SUPPLIES	06/26/2018	09/12/2018	1.97	230-49020-217
09/12/2018	54898117	1	Invoice	MED SUPPLIES	07/02/2018	09/12/2018	363.64	230-49020-217
09/12/2018	55305191	1	Invoice	MED SUPPLIES	07/16/2018	09/12/2018	195.22	230-49020-217
09/12/2018	55530725	1	Invoice	MED SUPPLIES	07/23/2018	09/12/2018	344.34	230-49020-217
09/12/2018	55910351	1	Invoice	MED SUPPLIES	08/02/2018	09/12/2018	234.71	230-49020-217
09/12/2018	56347543	1	Invoice	MED SUPPLIES	08/15/2018	09/12/2018	403.12	230-49020-217
09/12/2018	56612229	1	Invoice	MED SUPPLIES	08/23/2018	09/12/2018	281.65	230-49020-217
Total 106126 HENRY SCHEIN INC.:							1,824.65	

Input Date	Invoice	Seq	Type	Description	Invoice Date	Due Date	Total Cost	GL Account
106350 iHEARTMEDIA - ROCHESTERMN								
09/12/2018	451293925	1	Invoice	ADVERTISE/LIQUOR ST.	08/21/2018	09/12/2018	270.00	609-49750-343
Total 106350 iHEARTMEDIA - ROCHESTERMN:							270.00	
105374 INDIAN CREEK LAWN & SERVICES								
09/12/2018	2579	1	Invoice	MOW & TRIM/CEMETERY	09/01/2018	09/12/2018	3,300.00	235-49010-401
Total 105374 INDIAN CREEK LAWN & SERVICES:							3,300.00	
384 JACK NEUMANN TRUCKING								
09/12/2018	23149	1	Invoice	LIQUOR FREIGHT	08/30/2018	09/12/2018	35.00	609-49750-251
Total 384 JACK NEUMANN TRUCKING:							35.00	
134 JOHNSON BROS-ST. PAUL								
09/12/2018	1092482	1	Invoice	LIQUOR	08/29/2018	09/12/2018	808.49	609-49750-251
09/12/2018	697413	1	Invoice	CREDIT/LIQUOR ST.	08/27/2018	09/12/2018	13.15-	609-49750-251
Total 134 JOHNSON BROS-ST. PAUL:							795.34	
106520 KENNY SYLVESTER CONSTRUCTION								
09/12/2018	PL17-102	1	Invoice	REFUND DEPOSIT	09/04/2018	09/12/2018	1,000.00	101-41500-32210
Total 106520 KENNY SYLVESTER CONSTRUCTION:							1,000.00	
141 KREOFSKY BUILDING SUPPLIES								
09/12/2018	1808-739963	1	Invoice	SUPPLIES/PARKS	08/01/2018	09/12/2018	15.00	225-45200-221
09/12/2018	1808-740355	1	Invoice	SUPPLIES/PARKS	08/02/2018	09/12/2018	32.49	225-45200-221
09/12/2018	1808-740387	1	Invoice	PAINT SUPPLIES/LIQUOR ST.	08/02/2018	09/12/2018	53.26	609-49750-223
09/12/2018	1808-740572	1	Invoice	SUPPLIES/AMBULANCE	08/02/2018	09/12/2018	4.28	230-49020-213
09/12/2018	1808-740748	1	Invoice	SUPPLIES/STREETS	08/03/2018	09/12/2018	18.49	101-43100-221
09/12/2018	1808-741116	1	Invoice	KEYS/LIQUOR STORE	08/04/2018	09/12/2018	2.99	609-49750-223
09/12/2018	1808-741718	1	Invoice	CORD/CITY HALL	08/07/2018	09/12/2018	59.98	101-41500-217
09/12/2018	1808-742230	1	Invoice	SUPPLIES/PARKS	08/08/2018	09/12/2018	11.79	225-45200-221
09/12/2018	1808-742971	1	Invoice	CLEANER/PARKS	08/10/2018	09/12/2018	11.37	225-45200-221
09/12/2018	1808-743080	1	Invoice	SUPPLIES/STREETS	08/10/2018	09/12/2018	75.00	101-43100-221
09/12/2018	1808-743793	1	Invoice	SUPPLIES/STREETS	08/13/2018	09/12/2018	30.00	101-43100-221
09/12/2018	1808-744222	1	Invoice	SUPPLIES/STREETS	08/14/2018	09/12/2018	10.99	101-43100-221
09/12/2018	1808-744276	1	Invoice	SUPPLIES/STREETS	08/14/2018	09/12/2018	8.49	101-43100-221
09/12/2018	1808-745051	1	Invoice	SUPPLIES/PARKS	08/16/2018	09/12/2018	159.59	225-45200-221

Input Date	Invoice	Seq	Type	Description	Invoice Date	Due Date	Total Cost	GL Account
09/12/2018	1808-745124	1	Invoice	SUPPLIES/PARKS	08/16/2018	09/12/2018	9.99	225-45200-221
09/12/2018	1808-745909	1	Invoice	CLEANER/POOL	08/20/2018	09/12/2018	7.47	225-45128-217
09/12/2018	1808-747308	1	Invoice	PAINT/SEWER	08/24/2018	09/12/2018	13.98	602-49450-217
09/12/2018	1808-747807	1	Invoice	SUPPLIES/PARKS	08/27/2018	09/12/2018	46.47	225-45200-221
09/12/2018	1808-748195	1	Invoice	SCREWDRIVER SET/POLICE	08/28/2018	09/12/2018	9.12	101-42100-221
09/12/2018	1808-748199	1	Invoice	SUPPLIES/STREETS	08/28/2018	09/12/2018	12.50	101-43100-221
09/12/2018	1808-748273	1	Invoice	SUPPLIES/POLICE	08/28/2018	09/12/2018	21.46	101-42100-221
09/12/2018	1808-748279	1	Invoice	KEYS/STREETS	08/28/2018	09/12/2018	2.29	101-43100-221
09/12/2018	1808-748281	1	Invoice	HOSE/PARKS	08/28/2018	09/12/2018	7.70	225-45200-221
09/12/2018	1808-748642	1	Invoice	SUPPLIES/PARKS	08/29/2018	09/12/2018	10.78	225-45200-221
09/12/2018	1808-748974	1	Invoice	SUPPLIES/PARKS	08/30/2018	09/12/2018	9.99	225-45200-221
	Total 141 KREOFSKY BUILDING SUPPLIES:						645.47	
106176 KWIK TRIP EXTENDED NETWORK								
09/12/2018	NP54159565	1	Invoice	FUEL/POLICE	09/03/2018	09/24/2018	744.86	230-49020-212
09/12/2018	NP54159565	2	Invoice	FUEL/AMB	09/03/2018	09/24/2018	552.33	230-49020-212
	Total 106176 KWIK TRIP EXTENDED NETWORK:						1,297.19	
106285 LARSON, SPENCER								
09/12/2018	AUG 2018	1	Invoice	REIMBURSE CELLPHONE	09/04/2018	09/12/2018	25.00	101-43100-321
	Total 106285 LARSON, SPENCER:						25.00	
105676 LOFTUS, SHANE								
09/12/2018	AUG 2018	1	Invoice	REIMBURSE/CELLPHONE	09/04/2018	09/12/2018	25.00	101-43100-321
	Total 105676 LOFTUS, SHANE:						25.00	
160 LYONS OIL MINI MART								
09/12/2018	AUG 2018 P	1	Invoice	FUEL&WASHES/POLICE	08/31/2018	09/15/2018	211.45	101-42100-212
09/12/2018	AUG 2018/P	1	Invoice	FUEL/STREETS	08/31/2018	09/15/2018	76.58	101-43100-212
09/12/2018	AUG 2018/P	2	Invoice	FUEL/PARKS	08/31/2018	09/15/2018	172.19	225-45200-212
09/12/2018	AUG 2018/P	3	Invoice	FUEL/WATER	08/31/2018	09/15/2018	66.37	601-49400-212
	Total 160 LYONS OIL MINI MART:						526.59	
164 MACQUEEN EQUIPMENT INC.								
09/12/2018	P14708	1	Invoice	SWEEPER PARTS	08/23/2018	09/12/2018	1,060.53	101-43100-221

Input Date	Invoice	Seq	Type	Description	Invoice Date	Due Date	Total Cost	GL Account
Total 164 MACQUEEN EQUIPMENT INC.:							1,060.53	
175 MICHAEL'S TIRE & AUTO								
09/12/2018	121747	1	Invoice	TIRE REPAIR/STREETS	08/08/2018	09/12/2018	12.00	101-43100-221
09/12/2018	121775	1	Invoice	TIRE REPAIR/STREETS	08/10/2018	09/12/2018	18.00	101-43100-221
09/12/2018	121927	1	Invoice	FILTER DISPOSAL/STREETS	08/28/2018	09/12/2018	20.00	101-43100-221
Total 175 MICHAEL'S TIRE & AUTO:							50.00	
104410 MN DEPARTMENT OF HEALTH								
09/12/2018	1790012/3R	1	Invoice	WATER CONNECT FEES	05/15/2018	09/12/2018	1,804.00	601-49400-310
Total 104410 MN DEPARTMENT OF HEALTH:							1,804.00	
223 MN ENERGY RESOURCES CORP.								
09/12/2018	0502616202	1	Invoice	GAS UTIL/POOL	08/28/2018	09/12/2018	796.46	225-45128-383
09/12/2018	0503043614-	1	Invoice	GAS UTIL/NW LIFT STA.	08/28/2018	09/19/2018	22.81	602-49450-383
09/12/2018	0503078391	1	Invoice	GAS UTIL/FIRE HALL	08/28/2018	09/19/2018	55.04	101-42200-383
09/12/2018	0503494971	1	Invoice	GAS UTIL/PARK	08/30/2018	09/21/2018	21.15	225-45127-383
09/12/2018	0504454235	1	Invoice	GAS UTIL/LIQUOR STORE	08/28/2018	09/19/2018	60.14	609-49750-383
09/12/2018	0505377887	1	Invoice	GAS UTIL/CITY HALL	08/28/2018	09/19/2018	16.17	101-41500-383
09/12/2018	0505377887	2	Invoice	GAS UTIL/CITY HALL	08/28/2018	09/19/2018	16.17	101-42100-383
09/12/2018	0505377887	3	Invoice	GAS UTIL/CITY HALL	08/28/2018	09/19/2018	16.17	101-41110-383
09/12/2018	0506816622	1	Invoice	GAS UITL/NE LIFT STATION	08/30/2018	09/21/2018	14.81	602-49450-383
09/12/2018	0506912263	1	Invoice	GAS UTIL/PW BLDG.	08/29/2018	09/20/2018	64.49	101-43100-383
09/12/2018	0507395838	1	Invoice	GAS UTIL/AMB BLDG.	08/29/2018	09/20/2018	58.63	230-49020-383
09/12/2018	0507609025	1	Invoice	GAS UTIL/LIBRARY	08/28/2018	09/24/2018	19.70	211-45500-383
Total 223 MN ENERGY RESOURCES CORP.:							1,161.74	
379 MN POLLUTION CONTROL AGENCY								
09/12/2018	SC-3418/201	1	Invoice	WASTEWATER RECERT MLB	09/08/2018	09/12/2018	23.00	602-49450-331
Total 379 MN POLLUTION CONTROL AGENCY:							23.00	
376 NORTHERN BEVERAGE DISTB.								
09/12/2018	295059	1	Invoice	BEER/LIQUOR STORE	08/30/2018	09/12/2018	1,783.05	609-49750-252
Total 376 NORTHERN BEVERAGE DISTB.:							1,783.05	

Input Date	Invoice	Seq	Type	Description	Invoice Date	Due Date	Total Cost	GL Account
217 PHILLIPS ST. PAUL.								
09/12/2018	2399744	1	Invoice	LIQUOR	08/01/2018	08/31/2018	1,587.98	609-49750-251
09/12/2018	2414914	1	Invoice	LIQUOR	08/29/2018	09/12/2018	1,424.30	609-49750-251
Total 217 PHILLIPS ST. PAUL.:							3,012.28	
240 PLAINVIEW POSTMASTER								
09/12/2018	AUG 2018	1	Invoice	UTILITY BILLING	09/05/2018	09/05/2018	187.88	602-49450-201
09/12/2018	AUG 2018	2	Invoice	UTILITY BILLING	09/05/2018	09/05/2018	187.88	601-49400-201
Total 240 PLAINVIEW POSTMASTER:							375.76	
104657 POWERPLAN								
09/12/2018	P76724	1	Invoice	PARTS/STREETS	08/20/2018	09/12/2018	41.69	101-42100-221
Total 104657 POWERPLAN:							41.69	
741 QUILL CORPORATION								
09/12/2018	9416581	1	Invoice	INK CART/PUBLIC WORKS	08/16/2018	09/12/2018	75.14	101-43100-201
09/12/2018	9416581	2	Invoice	SUPPLIES/ADM	08/16/2018	09/12/2018	27.38	101-41500-201
09/12/2018	9538595	1	Invoice	AP ENVELOPES/ADM	08/22/2018	09/12/2018	264.49	101-41500-201
Total 741 QUILL CORPORATION:							367.01	
245 RANDY'S FOODS LLC								
09/12/2018	09042018	1	Invoice	SNACKS/LIQUOR ST.	09/04/2018	09/12/2018	96.50	609-49750-259
Total 245 RANDY'S FOODS LLC:							96.50	
104494 ROCHESTER FORD								
09/12/2018	1658599/4	1	Invoice	REPAIRS/POLICE	08/02/2018	09/12/2018	474.58	101-42100-221
Total 104494 ROCHESTER FORD:							474.58	
105837 ROTO-ROOTER								
09/12/2018	100907	1	Invoice	LOCATE SEWER LINE	08/29/2018	09/12/2018	376.00	602-49450-310
Total 105837 ROTO-ROOTER:							376.00	
264 SCHOTT DISTRIBUTING CO INC								
09/12/2018	325824	1	Invoice	BEER/LIQUOR STORE	08/29/2018	09/12/2018	10,950.94	609-49750-252

Input Date	Invoice	Seq	Type	Description	Invoice Date	Due Date	Total Cost	GL Account
09/12/2018	325825	1	Invoice	BEER/LIQUOR STORE	08/29/2018	09/12/2018	76.95	609-49750-252
Total 264 SCHOTT DISTRIBUTING CO INC:							11,027.89	
268 SELCO								
09/12/2018	045457	1	Invoice	FEES, MAILS/LIBRARY	08/17/2018	09/12/2018	1,047.61	211-45500-418
Total 268 SELCO:							1,047.61	
105951 SPEEDLING, GREG								
09/12/2018	PL18-105	1	Invoice	REFUND DEPOSIT	08/30/2018	09/12/2018	1,000.00	101-41500-32210
Total 105951 SPEEDLING, GREG:							1,000.00	
716 THREE RIVERS COMMUNITY ACTION								
09/12/2018	AUGUST 201	1	Invoice	AUG TRANSIT FEES	09/04/2018	09/12/2018	266.00	101-41500-317
Total 716 THREE RIVERS COMMUNITY ACTION:							266.00	
104900 TOMS LAWN & CLEANING SERVICE								
09/12/2018	4612	1	Invoice	AUG CLEANING/LIBRARY	08/31/2018	09/12/2018	750.00	211-45500-401
Total 104900 TOMS LAWN & CLEANING SERVICE:							750.00	
105796 U.S. BANK EQUIPMENT FINANCE								
09/12/2018	365391523	1	Invoice	COPIER/LIBRARY	08/29/2018	09/23/2018	92.55	211-45500-201
Total 105796 U.S. BANK EQUIPMENT FINANCE:							92.55	
105539 VERIZON WIRELESS								
09/12/2018	9813368925	1	Invoice	CELLPHONE/POLICE	08/23/2018	09/15/2018	507.74	101-42100-321
09/12/2018	9813474885	1	Invoice	CELLPHONE/PUBWORKS	08/25/2018	09/17/2018	88.82	101-43100-321
Total 105539 VERIZON WIRELESS:							596.56	
307 WABASHA COUNTY AUDITOR/TREAS.								
09/12/2018	10821	1	Invoice	GENERAL ELECTION BALLOTS	08/30/2018	09/12/2018	254.00	101-41410-437
09/12/2018	SEPT 2018	1	Invoice	RETAINER/POLICE	09/04/2018	09/12/2018	1,800.00	101-42100-304
Total 307 WABASHA COUNTY AUDITOR/TREAS.:							2,054.00	

Input Date	Invoice	Seq	Type	Description	Invoice Date	Due Date	Total Cost	GL Account
310 WABASHA IMPLEMENT COMPANY								
09/12/2018	10057	1	Invoice	REPAIRS/PARKS	08/15/2018	09/12/2018	141.60	225-45200-221
09/12/2018	9951	1	Invoice	REPAIRS/PARKS	07/26/2018	09/12/2018	53.46	225-45200-221
09/12/2018	9987	1	Invoice	REPAIRS/PARKS	08/03/2018	09/12/2018	133.56	225-45200-221
Total 310 WABASHA IMPLEMENT COMPANY:							328.62	
790 WASTE MANAGEMENT								
09/12/2018	3334654-276	1	Invoice	GARBAGE/FIRE HALL	08/30/2018	09/12/2018	164.66	101-42200-223
Total 790 WASTE MANAGEMENT:							164.66	
106269 WATER SYSTEMS COMPANY								
09/12/2018	420445	1	Invoice	WATER/CITY HALL	08/17/2018	09/12/2018	30.00	101-42100-437
Total 106269 WATER SYSTEMS COMPANY:							30.00	
781 WELCH, VINCE								
09/12/2018	AUG 2018	1	Invoice	REIMBURSE CELLPHONE	09/03/2018	09/12/2018	25.00	101-43100-321
Total 781 WELCH, VINCE:							25.00	
414 ZIEBELLS HIAWATHA FOODS INC								
09/12/2018	215879	1	Invoice	SUPPLIES LIQUOR ST.	08/27/2018	09/12/2018	111.42	609-49750-214
Total 414 ZIEBELLS HIAWATHA FOODS INC:							111.42	
Grand Totals:							52,916.54	

Report GL Period Summary

GL Period	Amount
09/18	375.76
00/00	52,540.78
Grand Totals:	52,916.54

Vendor number hash: 4040765

Terms Description	Invoice Amount	Discount Amount	Net Invoice Amount
Vendor number hash - split:	4151565		
Total number of invoices:	120		
Total number of transactions:	136		

Terms Description	Invoice Amount	Discount Amount	Net Invoice Amount
Open Terms	52,916.54	.00	52,916.54
Grand Totals:	52,916.54	.00	52,916.54

CITY OF
PLAINVIEW
MINNESOTA

The Heart of Greenwood Prairie

Executive Summary

City Council Regular Meeting: September 11, 2018

AGENDA ITEM: Permits/Licenses/Donations	**AGENDA SECTION:** Consent
PREPARED BY: MariClair Schneider	**AGENDA NO.** **4.C.**
ATTACHMENTS: None	**APPROVED BY: cgh**

RECOMMENDED ACTION:

1. **Motion** to approve the donation from People's State Bank to the Plainview Ambulance in the amount of $500.00.
2. **Motion** to approve Loudspeaker Permit for Municipal Liquor Store on 9/22/18 from 7 to 9 pm.
3. **Motion** to approve Loudspeaker Permit for Ken Flies / Peace Corps event at Trailhead Park on 9/22/18 from 10 am – 1 pm.
4. **Motion** to approve permit for exclusive use of Trailhead Park for Peace Corps Dedication event on 9/22/18 from 10 am – 1 pm.

APPLICATION FOR LOUDSPEAKER PERMIT
CITY OF PLAINVIEW[1]

Application for such license shall be made to the City Clerk, and shall show:

1. The name and address of the applicant
   Plainview Municipal Liquor Store

2. Address where speaker will be used
   218 W Broadway

3. A description of the type of equipment proposed to be used
   DJ sound system - speakers

4. The proposed date and hours of use
   7-9pm
   9/22/18 - Saturday

5. Reason for request
   Hawaiian Party on patio

Signed Alistin Mohr Date 8/29/18

1. Certificate of Insurance must be attached to application and must be kept in effect for the license period as per City Ordinance and State Law. (Liability and Worker's Compensation)

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[1] *Revised 11/07/01*

CITY OF
PLAINVIEW
MINNESOTA

The Heart of Greenwood Prairie

Executive Summary
City Council Regular Meeting: September 11, 2018

AGENDA ITEM:	Dept. Head Reports & Board Minutes	**AGENDA SECTION:** Consent
PREPARED BY:	Clarissa Hadler, City Administrator	**AGENDA NO. 4.D.**
ATTACHMENTS:	Department Head Reports	**APPROVED BY: cgh**
RECOMMENDED ACTION: **Motion** to accept Department reports.		

CITY OF
PLAINVIEW
ADMINISTRATOR'S UPDATE

City Council Meeting – Sept. 11, 2018

Ongoing Projects / Activities:

- **Comprehensive Plan –** Approximately 220 responses to the survey so far. I met with Kristi Clarke to review very preliminary draft language and next steps for the plan. Kristi had a tent at Corn on the Cob Days to engage with residents.
- **Gold Cross Agreement –** Transition date set for January 1, 2018. Collaborated on a joint interview with Plainview news.
- **Resident Complaint / Water Issues –** The complaint regarding water quality at the Pierce home was fixed by moving the residence to the 10" water main, with the work complete 8 days after the council meeting.
- **Corn on the Cob Days –** I attended the Corn on the Cob Days Parade and took some photographs of the event. (also enjoyed a root beer float!)
- **2019 Budgets –** Ongoing work on a 10-year capital budget and 2019 operating budgets. Department presentations scheduled for the October Work Session.
- **Branding –** Looking forward to the next meeting yet to be scheduled. Played around with logo development but not loving any of my ideas.
- **TAP Grant –** Brian Malm spoke at the Council work session in August and received feedback from Council. He is putting together a little bit more information to bring back for further review and input.
- **Flooding issue in resident yards –** Written Quote obtained from Bennett's for grading and seeding, STILL waiting for ground to dry out before they can do the work. Staff is working on the Permanent Easement for Ray Stoning's yard.
- **Flooding issue at School –** Met with Superintend Irhke to discuss issue and try and find cooperative solution. Video footage after this week's 5+ inches of rain supports staff and engineers' claims that majority of water comes from school property. Also consulted with City Attorney Flaherty regarding legal liability for this and other stormwater issues.
- **Document Management Software quotes -** A number of quotes received and just need to sit down and decide what we want for features. Project put on hold for a while.
- **City Buildings –** Held Building Committee meeting in June. Next meeting of the committee scheduled for Sept. 18.
- **Blandin Community Leadership Program –** Blandin hosted most recent meeting of steering/recruitment committee on August 9 at the library. Lists of people to recruit are being generated and recruiters are starting to engage those people to encourage them to apply. Blandin will also work with city staff to advertise generally.
- **Development Meetings & Inquiries –** Had a meeting with Matt Sveen, Judith Jordan, and Mayor Ziebell.
- **Total Compensation Report –** Started work on this a couple months ago. We will get to pieces of this as Vicki and Peg are able.
- **Legal Issues –** work with City Attorney Flaherty and LMCIT attorney Sullivan on current and potential litigation. LELS union negotiations likely to begin in early October.
- **Other Regular Activities**
    - Council Requests & Meetings
    - Packet Creation
    - Resident Concerns & Questions
    - Staff Questions & Management
    - Personnel Issues
    - Library Repairs Qusts./Mtgs.
    - Lots of Miscellaneous!
- **Goals Tracking - Accomplishments:** Design and implement performance review system – Subjected myself to"360"-style review to assess whether to incorporate in organization. Mostly positive feedback on that process. Should be able to finalize review process and schedule all reviews by beginning of October.
- **Meetings/Trainings Attended:** Two feedback sessions with LMC Executive Director Dave Unmacht, Deputy Director Luke Fischer, and LMCIT Administrator Dan Greensweig; one in Winona and one in Chatfield. This was a great opportunity to learn from other administrators and the League, as well as give feedback to the League and LMCIT regarding rates. Also attended "Field Day" in Chatfield to learn a bit more about ways to protect groundwater.

BUILDING PERMIT REPORT
SEPTEMBER 2018

Permit Number & Applicant	Address & Project Description	Valuation and Fees	
PL18-92-Ohm Construction, LLC (S.Polson)	150 East Broadway-Re-Roof	**Value:**	N/A
		Total Fee:	$55.00
		Permit Fee:	$54.00
		Plan Review:	N/A
		State Surcharge:	$1.00
PL18-MISC Leonard Enterprises, LLC-(B.Bennett)	240 5th St NW-Concrete Driveway	**Value:**	N/A
		Total Fee:	$20.00
		Permit Fee:	$20.00
		Plan Review:	N/A
		State Surcharge:	N/A
PL18-91-Homes of Harmony	700 5th ST NE-New Single-Family Home	**Value:**	$18,000
		Total Fee:	$3387.55
		Permit Fee:	$241.25
		Plan Review:	$76.25
		State Surcharge:	$10.00
		Plumbing:	$30.00
		Mechanical:	$30.00
		Water Dep:	$500.00
		Sewer Dep:	$500.00
		Water Conn Fee:	$1000
		Sewer Conn Fee:	$1000
PL18-89-Michael Haack Building & Remodeling (M.Withers)	415 5th Ave NE-Deck	**Value:**	$3000
		Total Fee:	$156.45
		Permit Fee:	$33.30
		Plan Review:	$21.65
		State Surcharge	$1.50
		Refundable Dep:	$100.00
PL18-MISC-Lyle Bartz	130 2nd St SE-Concrete Driveway, Patio Replacement	**Value:**	N/A
		Total Fee:	$20.00
		Permit Fee:	$20.00
		Plan Review:	N/A
		State Surcharge:	N/A
		Plumbing:	N/A
		Mechanical:	N/A
PL18-101-Janice & Gary Slawson	430 3rd ST SW-Reroof	**Value:**	$10,750
		Total Fee:	$55.00
		Permit Fee:	$54.00
		Plan Review:	N/A
		State Surcharge:	$1.00
		Plumbing:	N/A
		Mechanical:	N/A

BUILDING PERMIT REPORT
SEPTEMBER 2018

PL18-96-Galaxy Mechanical (Kwik Trip)	95 4th Ave SE-New water line	**Value:** **Total Fee:** **Permit Fee:** **Plan Review:** **State Surcharge:** **Plumbing:** **Mechanical:**	$750.00 $20.92 $12.45 $8.09 $.38 N/A N/A
PL18-93-Patrick Stoning	140 2nd St NE-Deck/Porch	**Value:** **Total Fee:** **Permit Fee:** **Plan Review:** **State Surcharge:** **Plumbing:** **Mechanical:** **Refundable Dep:**	$1200.00 $130.00 $17.94 $11.66 $.60 N/A N/A $100.00
PL18-94-Kenny Sylvester Construction-(Ron & Sandy Bartz)	430 2nd AVE NE-New Detached Garage	**Value:** **Total Fee:** **Permit Fee:** **Plan Review:** **State Surcharge:** **Plumbing:** **Mechanical:** **Refundable Dep:**	$18,000 $202.55 $117.30 $76.25 $9.00 N/A N/A $100.00
PL18-MISC-Paul Bennett	120 7th Ave SE-Concrete Patio	**Value:** **Total Fee:** **Permit Fee:** **Plan Review:** **State Surcharge:** **Plumbing:** **Mechanical:**	N/A $20.00 $20.00 N/A N/A N/A N/A
PL18-102-All Craft Exteriors-(Colleen Kragh)	210 1st Ave SW-Reroof	**Value:** **Total Fee:** **Permit Fee:** **Plan Review:** **State Surcharge:** **Plumbing:** **Mechanical:**	$8715 $55.00 $54.00 N/A $1.00 N/A N/A
PL18-MISC-Lyna Koepsell	105 1st Ave NW-Concrete, Driveway and sidewalk	**Value:** **Total Fee:** **Permit Fee:** **Plan Review:** **State Surcharge:** **Plumbing:** **Mechanical:**	N/A $20.00 $20.00 N/A N/A N/A N/A

BUILDING PERMIT REPORT
SEPTEMBER 2018

PL18-99-Gayle Newcomb	255 6th Ave SE-Deck	**Value:** **Total Fee:** **Permit Fee:** **Plan Review:** **State Surcharge:** **Plumbing:** **Mechanical:** **Refundable Dep:**	$3000 $156.45 $33.30 $21.65 $1.50 N/A N/A $100.00
PL18-100-Nick Wingert	140 3rd St NW-Deck	**Value:** **Total Fee:** **Permit Fee:** **Plan Review:** **State Surcharge:** **Plumbing:** **Mechanical:** **Refundable Dep:**	$1500 $136.39 $21.60 $14.04 $.75 N/A N/A $100.00
PL18-103-Tom and Lisa Hoekstra	40 East Broadway-Reroof/Garage Only	**Value:** **Total Fee:** **Permit Fee:** **Plan Review:** **State Surcharge:** **Plumbing:** **Mechanical:**	N/A $55.00 $54.00 N/A $1.00 N/A N/A
PL18-87-Nicholas Wingert	419 West Broadway-Kitchen Remodel/New Hood	**Value:** **Total Fee:** **Permit Fee:** **Plan Review:** **State Surcharge:** **Plumbing:** **Mechanical:**	$15,000 $173.33 $100.50 $65.33 $7.50 N/A N/A
PL18-97-Priority Construction Services – (Donald Pavelka)	135 6th St NW-Reroof	**Value:** **Total Fee:** **Permit Fee:** **Plan Review:** **State Surcharge:** **Plumbing:** **Mechanical:**	$5000 $55.00 $54.00 N/A $1.00 N/A N/A
PL18-98-Haley Comfort Systems (Kimberly Lange)	245 5th St SW-A/C	**Value:** **Total Fee:** **Permit Fee:** **Plan Review:** **State Surcharge:** **Plumbing:** **Mechanical:**	$1950 $30.00 $29.00 N/A $1.00 N/A N/A

BUILDING PERMIT REPORT
SEPTEMBER 2018

PL18-MISC-Steve & Lisa Johnson	745 3rd AVE NW-Concrete Driveway`	**Value:** **Total Fee:** **Permit Fee:** **Plan Review:** **State Surcharge:** **Plumbing:** **Mechanical:**	N/A $20.00 $20.00 N/A N/A N/A N/A
PL18-107-Hockert Construction, LLC (Lyle Bartz)	130 2nd ST SE-Reroof	**Value:** **Total Fee:** **Permit Fee:** **Plan Review:** **State Surcharge:** **Plumbing:** **Mechanical:**	$6,500 $55.00 $54.00 N/A $1.00 N/A N/A
PL18-104-Greg Speedling Contracting, Inc-(Benjamin Mahle)	115 Orchard Manor Dr SE-Deck	**Value:** **Total Fee:** **Permit Fee:** **Plan Review:** **State Surcharge:** **Plumbing:** **Mechanical:** **Refundable Dep:**	$4000 $166.19 $38.90 $25.29 $2.00 N/A N/A $100.00
PL18-105-Greg Speedling Contracting, Inc-(J.White)	125 Orchard Manor Dr SE-Deck	**Value:** **Total Fee:** **Permit Fee:** **Plan Review:** **State Surcharge:** **Plumbing:** **Mechanical:** **Refundable Dep:**	$4000 $166.19 $38.90 $25.29 $2.00 N/A N/A $100.00

MONTHLY REPORT OF FINANCE DIRECTOR
August, 2018

Routine Work/General Items

- Processed bi-weekly payroll and all related duties to payroll and benefits administration.
- Liability & Work Comp and Unemployment Insurance Claims
- Monthly sales tax report and payment
- Provide financial information and assistance as needed to departments
- Provide software support for financial/utility billing system
- Journal Entries to record payments, receipts, adjustments
- Assist in front office as needed
- Dept. Budget Reports
- Investments Redeemed/Purchased

Activities

- Provide Financial Assistance to Liquor Store/Work on Credit Card/ATM Issues
- Work to update credit card agreement at the Liquor Store
- Insurance/Benefits Upcoming Open Enrollments & Premium Adjustments/Update Employee Forms
- Record all State of MN Revenues/Aids/Property Tax payments for 2018
- Election Judge for Primary Election
- TIF Issue
- Work on cleaning up account coding errors/journal entries
- EDA Housing Fund Request

Projects

- Budget Work, Capital Improvement Budget and Discussions
- Continued work on these on-going projects:
  - Working with Civic to update the Chart of Accounts to match MN Uniform Chart of Accts.
  - Working with Civic and Xpress Bill Pay to upgrade system, add cash receipting and add the online payment system and credit card payment system and MiExcel
  - 2018 bank recs and account reconciliations
  - Create Debt/TIF spreadsheet
  - Update financial processes and procedures
  - File/Organize Financial/Personnel Records
  - Total Compensation Report
  - Admin Front Counter Remodel

Reports

- Monthly Department of Labor Report

Training

Meetings

- Dept. head meetings
- Admin meetings
- Council meetings/Work Sessions

Other Items of Interest

Submitted by Vicki Axley, Finance Director

Account Number	Account Title	2018-18 Current year Actual	2018-18 Current year Budget	2018-18 Current year Budget Remaining
GENERAL FUND				
Council				
101-41110-103	Part-Time Employees	1,041.70	13,300.00	12,258.30
101-41110-122	FICA	79.69	1,018.00	938.31
101-41110-151	Worker s Comp Insurance Prem	75.00	480.00	405.00
101-41110-201	Office Supplies(paper-pens-et)	173.30	500.00	326.70
101-41110-310	Other Professional Services	8,177.00	20,000.00	11,823.00
101-41110-317	Dial A Ride Bus	50.00	.00	50.00-
101-41110-331	Meetings-Conferences (mtgs/mi)	214.78	2,500.00	2,285.22
101-41110-362	Property - Casualty Ins (Auto)	5,812.60	5,815.00	2.40
101-41110-381	Electric Utilities	1,014.64	1,480.00	465.36
101-41110-383	Gas Utilities	720.15	900.00	179.85
101-41110-401	Contractual Services	2,773.61	2,900.00	126.39
101-41110-433	Dues and Subscriptions	7,177.00	10,825.00	3,648.00
101-41110-437	Miscellaneous	64.88	.00	64.88-
Total Council:		27,374.35	59,718.00	32,343.65
Elections				
101-41410-103	Part-Time Employees	2,170.00	.00	2,170.00-
101-41410-309	Software and Design	270.00	800.00	530.00
101-41410-331	Meetings-Conferences (mtgs/mi)	225.61	.00	225.61-
101-41410-437	Miscellaneous	340.95	1,000.00	659.05
101-41410-590	Capital Outlay	5,910.88	12,000.00	6,089.12
Total Elections:		8,917.44	13,800.00	4,882.56
Administration				
101-41500-101	Full-Time Employees Regular	175,206.12	232,340.00	57,133.88
101-41500-102	Full-Time Employees Overtime	4,441.80	2,500.00	1,941.80-
101-41500-121	PERA	12,422.42	17,403.00	4,980.58
101-41500-122	FICA	13,688.63	17,967.00	4,278.37
101-41500-131	Employer Paid Health	38,225.45	52,920.00	14,694.55
101-41500-151	Worker s Comp Insurance Prem	2,235.60	1,050.00	1,185.60-
101-41500-201	Office Supplies(paper-pens-et)	2,913.85	5,500.00	2,586.15
101-41500-211	Operating Supplies - Cleaning	491.72	600.00	108.28
101-41500-217	Other Operating Supplies	1,291.08	700.00	591.08-
101-41500-221	Repair/Maint - Equipment	144.39	1,000.00	855.61
101-41500-223	Repair/Maintain - Building	3,135.56	4,000.00	864.44
101-41500-301	Auditing and Acct g Services	26,168.00	28,000.00	1,832.00
101-41500-303	Engineering Fees	3,436.50	.00	3,436.50-
101-41500-304	Legal Fees	18,480.07	30,000.00	11,519.93
101-41500-309	Software and Design	7,826.00	8,500.00	674.00
101-41500-310	Other Professional Services	21,746.45	2,000.00	19,746.45-
101-41500-312	CITY WEBSITE	1,320.00	4,050.00	2,730.00
101-41500-316	Building Inspections	14,263.74	25,000.00	10,736.26
101-41500-317	Dial A Ride Bus	5,613.75	9,000.00	3,386.25
101-41500-321	Telephone	2,751.30	7,000.00	4,248.70
101-41500-331	Meetings-Conferences (mtgs/mi)	1,758.37	8,500.00	6,741.63
101-41500-343	Advertising	2,191.81	2,500.00	308.19
101-41500-362	Property - Casualty Ins (Auto)	2,798.85	2,800.00	1.15
101-41500-381	Electric Utilities	1,014.68	1,800.00	785.32
101-41500-383	Gas Utilities	720.20	1,200.00	479.80
101-41500-401	Contractual Services	6,502.37	6,500.00	2.37-
101-41500-406	Safety	360.00	750.00	390.00

Account Number	Account Title	2018-18 Current year Actual	2018-18 Current year Budget	2018-18 Current year Budget Remaining
101-41500-417	Uniforms	722.33	1,800.00	1,077.67
101-41500-433	Dues and Subscriptions	1,219.30	1,200.00	19.30-
101-41500-434	Sales Tax Paid	7.00	.00	7.00-
101-41500-437	Miscellaneous	3,843.92	3,500.00	343.92-
101-41500-560	Furniture & Fixtures	1,716.84	1,500.00	216.84-
101-41500-580	Computers & Technology	36,090.21	18,000.00	18,090.21-
101-41500-590	Capital Outlay	.00	12,000.00	12,000.00
Total Administration:		414,748.31	511,580.00	96,831.69
Police				
101-42100-101	Full-Time Employees Regular	321,544.17	483,401.00	161,856.83
101-42100-102	Full-Time Employees Overtime	10,907.19	15,000.00	4,092.81
101-42100-103	Part-Time Employees	44,170.90	62,500.00	18,329.10
101-42100-121	PERA	56,069.97	90,866.00	34,796.03
101-42100-122	FICA	7,258.71	10,937.00	3,678.29
101-42100-131	Employer Paid Health	27,275.26	46,770.00	19,494.74
101-42100-151	Worker s Comp Insurance Prem	22,958.00	17,340.00	5,618.00-
101-42100-201	Office Supplies(paper-pens-et)	2,970.53	5,000.00	2,029.47
101-42100-212	Motor Fuels-Gas	5,183.36	13,000.00	7,816.64
101-42100-217	Other Operating Supplies	44.50	.00	44.50-
101-42100-221	Repair/Maint - Equipment	6,094.25	13,000.00	6,905.75
101-42100-228	Repair/Maintain Other	1,239.82	.00	1,239.82-
101-42100-304	Legal Fees	14,400.00	21,600.00	7,200.00
101-42100-310	Other Professional Services	3,814.50	3,800.00	14.50-
101-42100-313	Task Force	7,399.00	7,000.00	399.00-
101-42100-318	Animal Control	.00	2,000.00	2,000.00
101-42100-319	Forfeitures	220.00	1,500.00	1,280.00
101-42100-321	Communications	8,532.02	14,000.00	5,467.98
101-42100-331	Meetings-Conferences (mtgs/mi)	4,641.93	7,500.00	2,858.07
101-42100-362	Property - Casualty Ins (Auto)	4,498.15	4,500.00	1.85
101-42100-381	Electric Utilities	707.68	1,500.00	792.32
101-42100-383	Gas Utilities	720.19	1,000.00	279.81
101-42100-401	Contractual Services	1,617.76	3,000.00	1,382.24
101-42100-406	Safety	.00	1,200.00	1,200.00
101-42100-417	Uniforms	4,400.96	8,000.00	3,599.04
101-42100-418	Range/Ammo	6,523.18	7,000.00	476.82
101-42100-433	Dues and Subscriptions	724.00	1,000.00	276.00
101-42100-436	Towing Charges	250.00	.00	250.00-
101-42100-437	Miscellaneous	2,162.50	3,500.00	1,337.50
101-42100-438	Police - DARE Prog	4,921.71	5,000.00	78.29
101-42100-491	Contributions/Donations Expend	1,000.00	1,000.00	.00
101-42100-590	Capital Outlay	10,221.90	10,000.00	221.90-
Total Police:		582,472.14	861,914.00	279,441.86
City Fire				
101-42200-103	Part-Time Employees	.00	14,000.00	14,000.00
101-42200-122	FICA	.00	1,071.00	1,071.00
101-42200-151	Worker s Comp Insurance Prem	4,405.00	3,700.00	705.00-
101-42200-201	Office Supplies(paper-pens-et)	.00	600.00	600.00
101-42200-207	Fire Prevention Instruct Supps	1,195.00	600.00	595.00-
101-42200-212	Motor Fuels-Gas	644.94-	400.00	1,044.94
101-42200-217	Other Operating Supplies	126.53	350.00	223.47
101-42200-221	Repair/Maint - Equipment	26,743.02	50,000.00	23,256.98
101-42200-223	Repair/Maintain - Building	1,707.88	3,000.00	1,292.12

Account Number	Account Title	2018-18 Current year Actual	2018-18 Current year Budget	2018-18 Current year Budget Remaining
101-42200-226	Foam	.00	2,000.00	2,000.00
101-42200-228	Repair/Maintain - Other	1,650.74	.00	1,650.74-
101-42200-310	Other Professional Services	986.50	1,000.00	13.50
101-42200-315	Jaws of Life	375.00	.00	375.00-
101-42200-321	Telephone	1,517.27	2,200.00	682.73
101-42200-331	Meetings-Conferences (mtgs/mi)	2,115.00	3,000.00	885.00
101-42200-362	Property - Casualty Ins (Auto)	4,798.02	4,800.00	1.98
101-42200-381	Electric Utilities	1,590.00	2,400.00	810.00
101-42200-383	Gas Utilities	2,614.60	3,800.00	1,185.40
101-42200-417	Uniforms	1,177.90	.00	1,177.90-
101-42200-433	Dues and Subscriptions	25.00	800.00	775.00
101-42200-590	Capital Outlay	.00	40,000.00	40,000.00
Total City Fire:		50,382.52	133,721.00	83,338.48
Emergency Management				
101-42500-103	Part-Time Employees	.00	1,000.00	1,000.00
101-42500-122	FICA	.00	77.00	77.00
101-42500-151	Worker s Comp Insurance Prem	.00	410.00	410.00
101-42500-221	Repair/Maint - Equipment	1,050.80	1,000.00	50.80-
101-42500-310	Other Professional Services	660.00	.00	660.00-
101-42500-381	Electric Utilities	369.00	600.00	231.00
Total Emergency Management:		2,079.80	3,087.00	1,007.20
Public Works (GENERAL)				
101-43100-101	Full-Time Employees Regular	82,369.98	123,704.00	41,334.02
101-43100-102	Full-Time Employees Overtime	3,014.60	4,000.00	985.40
101-43100-121	PERA	6,427.64	9,578.00	3,150.36
101-43100-122	FICA	6,473.31	9,770.00	3,296.69
101-43100-131	Employer Paid Health	17,965.40	27,230.00	9,264.60
101-43100-151	Worker s Comp Insurance Prem	21,320.48	12,400.00	8,920.48-
101-43100-201	Office Supplies(paper-pens-et)	52.00	200.00	148.00
101-43100-212	Motor Fuels-Gas	2,646.16	7,000.00	4,353.84
101-43100-217	Other Operating Supplies	18,173.11	15,000.00	3,173.11-
101-43100-221	Repair/Maint - Equipment	24,296.86	20,000.00	4,296.86-
101-43100-222	Tree trimming	3,100.00	20,000.00	16,900.00
101-43100-223	Repair/Maintain - Building	3,545.03	4,000.00	454.97
101-43100-224	Repair/Maintain - Streets	11,626.25	45,000.00	33,373.75
101-43100-225	Landscaping Det Ponds -	2,209.60	20,000.00	17,790.40
101-43100-226	Sidewalk Repairs	53,185.90	40,000.00	13,185.90-
101-43100-228	Repair/Maintain - Other	.00	2,500.00	2,500.00
101-43100-303	Engineering Fees	14,501.05	7,000.00	7,501.05-
101-43100-310	Other Professional Services	2,781.44	7,000.00	4,218.56
101-43100-321	Telephone	2,871.04	4,400.00	1,528.96
101-43100-331	Meetings-Conferences (mtgs/mi)	258.75	400.00	141.25
101-43100-362	Property - Casualty Ins (Auto)	11,995.06	12,000.00	4.94
101-43100-381	Electric Utilities	19,702.00	32,000.00	12,298.00
101-43100-383	Gas Utilities	1,822.59	4,000.00	2,177.41
101-43100-401	Contractual Services	852.40	.00	852.40-
101-43100-406	Safety	308.75	800.00	491.25
101-43100-417	Uniforms	49.99	1,200.00	1,150.01
101-43100-418	Rentals	133.12	500.00	366.88
101-43100-590	Capital Outlay	249,970.64	150,000.00	99,970.64-

Account Number	Account Title	2018-18 Current year Actual	2018-18 Current year Budget	2018-18 Current year Budget Remaining
	Total Public Works (GENERAL):	561,653.15	579,682.00	18,028.85
Ice & Snow Removal				
101-43125-101	Full-Time Employees Regular	15,749.85	24,741.00	8,991.15
101-43125-102	Full-Time Employees Overtime	574.19	1,237.00	662.81
101-43125-121	PERA	7,059.17	1,948.00	5,111.17-
101-43125-122	FICA	1,232.99	1,893.00	660.01
101-43125-131	Employer Paid Health	3,569.14	5,446.00	1,876.86
101-43125-212	Motor Fuels-Gas	182.36-	8,000.00	8,182.36
101-43125-217	Other Operating Supplies	7,322.13	10,000.00	2,677.87
101-43125-221	Repair/Maint - Equipment	4,331.28	5,000.00	668.72
101-43125-310	Other Professional Services	21,696.50	25,000.00	3,303.50
	Total Ice & Snow Removal:	61,352.89	83,265.00	21,912.11
Economic Develop mt-Assistance				
101-46500-491	Contributions/Donations Expend	36,666.72	55,000.00	18,333.28
	Total Economic Develop mt-Assistance:	36,666.72	55,000.00	18,333.28
Other Finanacing Uses (Misc)				
101-49300-422	Corn on the Cob Activities	3,000.00	3,000.00	.00
101-49300-423	Ye Old Fashioned Christmas	1,000.00	1,000.00	.00
101-49300-424	Sesquicentennial/Garden Club	300.00	300.00	.00
101-49300-425	Senior Center	8,500.00	8,500.00	.00
101-49300-426	Blue Bell Festival	1,000.00	1,000.00	.00
	Total Other Finanacing Uses (Misc):	13,800.00	13,800.00	.00
	Net Total GENERAL FUND:	1,759,447.32-	2,315,567.00-	556,119.68-

Account Number	Account Title	2018-18 Current year Actual	2018-18 Current year Budget	2018-18 Current year Budget Remaining
LIBRARY				
Libraries (GENERAL)				
211-45500-101	Full-Time Employees Regular	44,998.32	63,648.00	18,649.68
211-45500-103	Part-Time Employees	36,152.48	48,727.00	12,574.52
211-45500-121	PERA	5,975.93	8,428.00	2,452.07
211-45500-122	FICA	6,138.25	8,598.00	2,459.75
211-45500-131	Employer Paid Health	5,397.16	7,864.00	2,466.84
211-45500-151	Worker s Comp Insurance Prem	679.12	75.00	604.12-
211-45500-201	Office Supplies(paper-pens-et)	4,225.95	4,000.00	225.95-
211-45500-221	Repair/Maint - Equipment	6,445.56	6,500.00	54.44
211-45500-223	Repair/Maintain - Building	1,901.05	3,000.00	1,098.95
211-45500-310	Other Professional Services	137.50	.00	137.50-
211-45500-321	Telephone	901.26	1,550.00	648.74
211-45500-331	Meetings-Conferences (mtgs/mi)	1,758.55	2,000.00	241.45
211-45500-362	Property - Casualty Ins (Auto)	3,998.35	4,000.00	1.65
211-45500-381	Electric Utilities	1,984.00	3,900.00	1,916.00
211-45500-383	Gas Utilities	1,061.37	2,000.00	938.63
211-45500-401	Contractual Services	6,609.25	11,990.00	5,380.75
211-45500-418	Rentals	8,763.60	13,031.00	4,267.40
211-45500-434	Sales Tax Paid	107.00	130.00	23.00
211-45500-437	Miscellaneous	3,644.16	1,500.00	2,144.16-
211-45500-590	Capital Outlay	74,237.97	.00	74,237.97-
211-45500-592	Books/Periodicals	18,860.21	30,000.00	11,139.79
	Total Libraries (GENERAL):	233,977.04	220,941.00	13,036.04-
	Net Total LIBRARY:	233,977.04-	220,941.00-	13,036.04

Account Number	Account Title	2018-18 Current year Actual	2018-18 Current year Budget	2018-18 Current year Budget Remaining
PARK				
Recreation Facilities-Rink				
225-45127-212	Motor Fuels-Gas	12.16	.00	12.16-
225-45127-217	Other Operating Supplies	1,594.69	250.00	1,344.69-
225-45127-221	Repair/Maint - Equipment	.00	250.00	250.00
225-45127-223	Repair/Maintain - Building	370.01	2,000.00	1,629.99
225-45127-381	Electric Utilities	282.00	200.00	82.00-
225-45127-383	Gas Utilities	418.04	800.00	381.96
	Total Recreation Facilities-Rink:	2,676.90	3,500.00	823.10
Recreation Facilities-Pool				
225-45128-103	Part-Time Employees	71,408.81	65,000.00	6,408.81-
225-45128-121	PERA	489.38	.00	489.38-
225-45128-122	FICA	5,462.71	4,973.00	489.71-
225-45128-151	Worker s Comp Insurance Prem	3,329.00	2,600.00	729.00-
225-45128-211	Operating Supplies - Cleaning	14.32	.00	14.32-
225-45128-217	Other Operating Supplies	6,592.00	8,500.00	1,908.00
225-45128-221	Repair/Maint - Equipment	1,903.54	2,500.00	596.46
225-45128-223	Repair/Maintain - Building	2,956.71	500.00	2,456.71-
225-45128-259	Merchandise For Resale - Other	6,356.63	5,000.00	1,356.63-
225-45128-310	Other Professional Services	2,712.25	3,000.00	287.75
225-45128-321	Telephone	293.78	800.00	506.22
225-45128-331	Meetings-Conferences (mtgs/mi)	2,999.00	1,500.00	1,499.00-
225-45128-343	Advertising	181.20	400.00	218.80
225-45128-362	Property - Casualty Ins (Auto)	9,995.88	10,000.00	4.12
225-45128-381	Electric Utilities	4,531.00	6,000.00	1,469.00
225-45128-383	Gas Utilities	3,153.69	7,000.00	3,846.31
225-45128-417	UNIFORMS	2,025.52	2,000.00	25.52-
225-45128-418	Rentals	.00	100.00	100.00
225-45128-433	Dues and Subscriptions	670.00	1,220.00	550.00
225-45128-434	Sales Tax Paid	3,099.00	4,500.00	1,401.00
225-45128-437	Miscellaneous	264.36	700.00	435.64
225-45128-590	Capital Outlay	6,167.15	7,500.00	1,332.85
	Total Recreation Facilities-Pool:	134,605.93	133,793.00	812.93-
Parks (GENERAL)				
225-45200-101	Full-Time Employees Regular	40,744.93	56,795.00	16,050.07
225-45200-102	Full-Time Employees Overtime	3,879.39	2,000.00	1,879.39-
225-45200-103	Part-Time Employees	15,302.93	16,000.00	697.07
225-45200-121	PERA	3,260.14	5,610.00	2,349.86
225-45200-122	FICA	4,552.21	5,723.00	1,170.79
225-45200-131	Employer Paid Health	10,113.82	14,742.00	4,628.18
225-45200-151	Worker s Comp Insurance Prem	2,706.00	2,900.00	194.00
225-45200-201	Office Supplies(paper-pens-et)	25.00	100.00	75.00
225-45200-212	Motor Fuels-Gas	2,066.06	3,500.00	1,433.94
225-45200-217	Other Operating Supplies	3,406.90	7,500.00	4,093.10
225-45200-221	Repair/Maint - Equipment	4,480.14	8,500.00	4,019.86
225-45200-223	Repair/Maintain - Building	3,949.25	5,000.00	1,050.75
225-45200-228	Repair/Maintain - Other	8,775.00	.00	8,775.00-
225-45200-310	Other Professional Services	575.95	200.00	375.95-
225-45200-321	Telephone	353.42	900.00	546.58
225-45200-331	Meetings-Conferences (mtgs/mi)	55.00	100.00	45.00
225-45200-343	Advertising	.00	250.00	250.00

Account Number	Account Title	2018-18 Current year Actual	2018-18 Current year Budget	2018-18 Current year Budget Remaining
225-45200-362	Property - Casualty Ins (Auto)	13,494.44	13,500.00	5.56
225-45200-381	Electric Utilities	1,546.65	3,500.00	1,953.35
225-45200-383	Gas Utilities	44.89	.00	44.89-
225-45200-406	Safety	.00	200.00	200.00
225-45200-417	Uniforms	.00	600.00	600.00
225-45200-418	Rentals	2,494.00	500.00	1,994.00-
225-45200-434	Sales Tax Paid	46.00	.00	46.00-
225-45200-590	Capital Outlay	33,217.30	29,000.00	4,217.30-
	Total Parks (GENERAL):	155,089.42	177,120.00	22,030.58
	Net Total PARK:	292,372.25-	314,413.00-	22,040.75-

Account Number	Account Title	2018-18 Current year Actual	2018-18 Current year Budget	2018-18 Current year Budget Remaining
AMBULANCE				
Ambulance				
230-49020-101	Full-Time Employees Regular	66,295.08	79,080.00	12,784.92
230-49020-102	Full-Time Employees OT	25,474.84	43,000.00	17,525.16
230-49020-103	Part-Time Employees	71,127.63	42,000.00	29,127.63-
230-49020-121	PERA	7,368.08	12,306.00	4,937.92
230-49020-122	FICA	12,140.84	12,551.00	410.16
230-49020-131	Employer Paid Health	9,731.05	20,475.00	10,743.95
230-49020-135	Employer Paid Deferred Comp	4,234.01	4,400.00	165.99
230-49020-151	Worker s Comp Insurance Prem	17,313.84	5,625.00	11,688.84-
230-49020-201	Office Supplies(paper-pens-et)	313.94	1,200.00	886.06
230-49020-208	Training and Instruction	712.85	2,600.00	1,887.15
230-49020-211	Operating Supplies - Cleaning	503.25	300.00	203.25-
230-49020-212	Motor Fuels-Gas	7,762.48	5,000.00	2,762.48-
230-49020-213	Vehicle Maintenance	6,434.30	8,000.00	1,565.70
230-49020-216	Chemicals and Chem Prod-Oxygen	2,017.14	3,500.00	1,482.86
230-49020-217	Other Operating Supplies	11,057.18	30,000.00	18,942.82
230-49020-221	Repair/Maint - Equipment	1,481.23	2,500.00	1,018.77
230-49020-223	Repair/Maintain - Building	1,528.84	5,000.00	3,471.16
230-49020-229	Reimburse Homeowner	1,534.49	.00	1,534.49-
230-49020-309	Software and Design	.00	2,000.00	2,000.00
230-49020-310	Other Professional Services	1,628.50	750.00	878.50-
230-49020-321	Telephone	2,798.88	4,500.00	1,701.12
230-49020-331	Meetings-Conferences (mtgs/mi)	50.00	1,000.00	950.00
230-49020-332	EMT Training	184.47	.00	184.47-
230-49020-340	Advertising	.00	350.00	350.00
230-49020-343	Advertising	316.00	.00	316.00-
230-49020-362	Property - Casualty Ins (Auto)	5,497.73	5,500.00	2.27
230-49020-381	Electric Utilities	2,617.00	3,500.00	883.00
230-49020-383	Gas Utilities	1,255.33	1,900.00	644.67
230-49020-384	Refuse/Garbage Disposal (Liq)	258.32	400.00	141.68
230-49020-401	Contractual Services	91,300.34	89,500.00	1,800.34-
230-49020-417	Uniforms	1,701.75	2,000.00	298.25
230-49020-433	Dues and Subscriptions	25.00	300.00	275.00
230-49020-434	Sales Tax Paid	1,555.90	.00	1,555.90-
230-49020-437	Miscellaneous	56.37	.00	56.37-
230-49020-560	Furniture & Fixtures	1,021.22	250.00	771.22-
Total Ambulance:		357,297.88	389,487.00	32,189.12
Net Total AMBULANCE:		357,297.88-	389,487.00-	32,189.12-

Account Number	Account Title	2018-18 Current year Actual	2018-18 Current year Budget	2018-18 Current year Budget Remaining
CEMETERY				
Cemetery				
235-49010-217	Other Operating Supplies	1,449.28	.00	1,449.28-
235-49010-223	Repair/Maintain - Building	290.81	200.00	90.81-
235-49010-310	Other Professional Services	2,450.00	.00	2,450.00-
235-49010-362	Property - Casualty Ins (Auto)	2,548.95	2,550.00	1.05
235-49010-381	Electric Utilities	198.00	325.00	127.00
235-49010-401	Contractual Services	16,480.00	32,000.00	15,520.00
235-49010-590	Capital Outlay	16,313.74	5,000.00	11,313.74-
Total Cemetery:		39,730.78	40,075.00	344.22
Net Total CEMETERY:		39,730.78-	40,075.00-	344.22-

Account Number	Account Title	2018-18 Current year Actual	2018-18 Current year Budget	2018-18 Current year Budget Remaining
RURAL FIRE				
City Fire				
245-42200-103	Part-Time Employees	.00	12,000.00	12,000.00
245-42200-122	FICA	.00	918.00	918.00
245-42200-151	Worker s Comp Insurance Prem	4,405.00	3,700.00	705.00-
245-42200-201	Office Supplies(paper-pens-et)	.00	150.00	150.00
245-42200-212	Motor Fuels-Gas	845.30	1,300.00	454.70
245-42200-217	Other Operating Supplies	171.03	.00	171.03-
245-42200-221	Repair/Maint - Equipment	16,510.58	7,000.00	9,510.58-
245-42200-226	Foam	.00	2,000.00	2,000.00
245-42200-228	Repair/Maintain - Other	1,487.97	.00	1,487.97-
245-42200-310	Other Professional Services	986.50	1,000.00	13.50
245-42200-315	Jaws of Life	375.00	.00	375.00-
245-42200-331	Meetings-Conferences (mtgs/mi)	.00	250.00	250.00
245-42200-362	Property - Casualty Ins (Auto)	4,798.02	4,800.00	1.98
245-42200-417	Uniform	221.15	.00	221.15-
245-42200-433	Dues and Subscriptions	93.00	850.00	757.00
Total City Fire:		29,893.55	33,968.00	4,074.45
Net Total RURAL FIRE:		29,893.55-	33,968.00-	4,074.45-

Account Number	Account Title	2018-18 Current year Actual	2018-18 Current year Budget	2018-18 Current year Budget Remaining
FIRE RELIEF				
Fire Relief				
250-42300-124	Fire Pension Contributions	3,000.00	35,000.00	32,000.00
250-42300-490	Donations - Fire Relief Assoc	.00	6,600.00	6,600.00
Total Fire Relief:		3,000.00	41,600.00	38,600.00
Net Total FIRE RELIEF:		3,000.00-	41,600.00-	38,600.00-

Account Number	Account Title	2018-18 Current year Actual	2018-18 Current year Budget	2018-18 Current year Budget Remaining
POOL CONSTRUCTION BONDS				
Recreation Facilities-Pool				
316-45128-601	Debt Srv Bond Principal	68,000.00	68,000.00	.00
316-45128-611	Bond Interest	31,950.00	31,950.00	.00
316-45128-620	Fiscal Agent s Fees	.00	450.00	450.00
	Total Recreation Facilities-Pool:	99,950.00	100,400.00	450.00
	Net Total POOL CONSTRUCTION BONDS:	99,950.00-	100,400.00-	450.00-

Account Number	Account Title	2018-18 Current year Actual	2018-18 Current year Budget	2018-18 Current year Budget Remaining
STREET RECONSTRUCTION				
Public Works (GENERAL)				
325-43100-601	Debt Srv Bond Principal	120,000.00	120,000.00	.00
325-43100-611	Bond Interest	32,768.76	31,419.00	1,349.76-
325-43100-620	Fiscal Agent s Fees	.00	450.00	450.00
	Total Public Works (GENERAL):	152,768.76	151,869.00	899.76-
	Net Total STREET RECONSTRUCTION:	152,768.76-	151,869.00-	899.76

Account Number	Account Title	2018-18 Current year Actual	2018-18 Current year Budget	2018-18 Current year Budget Remaining
EAST BROADWAY-WATER BOND 2011				
Public Works (GENERAL)				
332-43100-601	Debt Srv Bond Principal	13,000.00	13,000.00	.00
332-43100-611	Bond Interest	3,981.88	3,982.00	.12
	Total Public Works (GENERAL):	16,981.88	16,982.00	.12
	Net Total EAST BROADWAY-WATER BOND 2011:	16,981.88-	16,982.00-	.12-

Account Number	Account Title	2018-18 Current year Actual	2018-18 Current year Budget	2018-18 Current year Budget Remaining
AMBULANCE BUILDING PROJECT				
Ambulance				
500-49020-601	Debt Srv Bond Principal	.00	19,000.00	19,000.00
500-49020-611	Bond Interest	.00	2,176.00	2,176.00
Total Ambulance:		.00	21,176.00	21,176.00
Net Total AMBULANCE BUILDING PROJECT:		.00	21,176.00-	21,176.00-

Account Number	Account Title	2018-18 Current year Actual	2018-18 Current year Budget	2018-18 Current year Budget Remaining
LeVan TIF				
Economic Develop mt-Assistance				
505-46500-439	TIF Payments	52,092.86	85,760.00	33,667.14
	Total Economic Develop mt-Assistance:	52,092.86	85,760.00	33,667.14
Benedictine Health Systems				
505-49850-304	Legal Fees	100.00	.00	100.00-
	Total Benedictine Health Systems:	100.00	.00	100.00-
	Net Total LeVan TIF:	52,192.86-	85,760.00-	33,567.14-

Account Number	Account Title	2018-18 Current year Actual	2018-18 Current year Budget	2018-18 Current year Budget Remaining
WATER FUND				
Water Utilities (GENERAL)				
601-49400-101	Full-Time Employees Regular	41,689.21	56,795.00	15,105.79
601-49400-102	Full-Time Employees Overtime	5,103.20	5,680.00	576.80
601-49400-121	PERA	3,520.90	4,686.00	1,165.10
601-49400-122	FICA	3,591.31	4,780.00	1,188.69
601-49400-131	Employer Paid Health	10,079.60	14,742.00	4,662.40
601-49400-151	Worker s Comp Insurance Prem	1,517.00	1,885.00	368.00
601-49400-201	Office Supplies(paper-pens-et)	1,786.03	3,250.00	1,463.97
601-49400-212	Motor Fuels-Gas	547.90	750.00	202.10
601-49400-217	Other Operating Supplies	9,601.65	7,800.00	1,801.65-
601-49400-221	Repair/Maint - Equipment	21,852.85	25,000.00	3,147.15
601-49400-223	Repair/Maintain - Building	1,497.72	.00	1,497.72-
601-49400-228	Repair/Maintain - Other	10,736.11	28,000.00	17,263.89
601-49400-229	Reimburse Homeowner	64.57	.00	64.57-
601-49400-303	Engineering Fees	3,035.31	5,000.00	1,964.69
601-49400-310	Other Professional Services	6,012.52	11,500.00	5,487.48
601-49400-331	Meetings-Conferences (mtgs/mi)	1,287.39	1,000.00	287.39-
601-49400-343	Advertising	.00	600.00	600.00
601-49400-362	Property - Casualty Ins (Auto)	4,997.94	5,000.00	2.06
601-49400-381	Electric Utilities	17,968.00	38,000.00	20,032.00
601-49400-406	SAFETY	631.94	.00	631.94-
601-49400-417	Uniforms	.00	600.00	600.00
601-49400-420	Depreciation	.00	74,140.00	74,140.00
601-49400-433	Dues and Subscriptions	1,094.06	500.00	594.06-
601-49400-437	Miscellaneous	20.00	.00	20.00-
601-49400-520	Capital Outlay-Bldg & Structur	14,900.00	.00	14,900.00-
601-49400-570	Capital Outlay - Equipment	.00	16,000.00	16,000.00
601-49400-590	Capital Outlay	58,648.31	.00	58,648.31-
601-49400-601	Debt Srv Bond Principal	60,000.00	60,000.00	.00
601-49400-611	Bond Interest	6,575.00	6,575.00	.00
	Total Water Utilities (GENERAL):	286,758.52	372,283.00	85,524.48
	Net Total WATER FUND:	286,758.52-	372,283.00-	85,524.48-

Account Number	Account Title	2018-18 Current year Actual	2018-18 Current year Budget	2018-18 Current year Budget Remaining
SEWER FUND				
Sewer (GENERAL)				
602-49450-101	Full-Time Employees Regular	34,833.84	48,075.00	13,241.16
602-49450-102	Full-Time Employees Overtime	4,779.02	4,810.00	30.98
602-49450-121	PERA	2,967.26	3,967.00	999.74
602-49450-122	FICA	3,026.62	4,046.00	1,019.38
602-49450-131	Employer Paid Health	10,067.02	14,742.00	4,674.98
602-49450-151	Worker s Comp Insurance Prem	.01-	465.00	465.01
602-49450-201	Office Supplies(paper-pens-et)	1,372.21	3,150.00	1,777.79
602-49450-212	Motor Fuels-Gas	250.48	250.00	.48-
602-49450-217	Other Operating Supplies	3,103.75	6,500.00	3,396.25
602-49450-221	Repair/Maint - Equipment	589.99	5,000.00	4,410.01
602-49450-223	BUILDING REPAIR	434.84	.00	434.84-
602-49450-228	Repair/Maintain - Other	730.00	4,500.00	3,770.00
602-49450-229	Reimburse homeowner	186.20	.00	186.20-
602-49450-303	Engineering Fees	487.50	2,000.00	1,512.50
602-49450-310	Other Professional Services	542.48	600.00	57.52
602-49450-331	Meetings-Conferences (mtgs/mi)	1,133.15	1,500.00	366.85
602-49450-362	Property - Casualty Ins (Auto)	3,748.45	3,750.00	1.55
602-49450-381	Electric Utilities	3,927.00	7,800.00	3,873.00
602-49450-383	Gas Utilities	746.65	800.00	53.35
602-49450-385	Sewer Plv-Elgin Sewer District	392,944.11	785,000.00	392,055.89
602-49450-417	UNIFORM	272.48	600.00	327.52
602-49450-420	Depreciation	.00	13,122.00	13,122.00
602-49450-437	Miscellaneous	40.00	.00	40.00-
602-49450-601	Debt Srv Bond Principal	.00	40,000.00	40,000.00
602-49450-611	Bond Interest	.00	3,410.00	3,410.00
Total Sewer (GENERAL):		466,183.04	954,087.00	487,903.96
Net Total SEWER FUND:		466,183.04-	954,087.00-	487,903.96-

Account Number	Account Title	2018-18 Current year Actual	2018-18 Current year Budget	2018-18 Current year Budget Remaining
MUNICIPAL LIQUOR FUND				
Liquor Store (GENERAL)				
609-49750-101	Full-Time Employees Regular	58,266.69	106,184.00	47,917.31
609-49750-102	Full-Time Employees Overtime	2,855.53	3,000.00	144.47
609-49750-103	Part-Time Employees	35,323.06	29,633.00	5,690.06-
609-49750-121	PERA	7,090.73	10,412.00	3,321.27
609-49750-122	FICA	7,232.57	10,620.00	3,387.43
609-49750-131	Employer Paid Health	8,597.98	8,284.00	313.98-
609-49750-151	Worker s Comp Insurance Prem	7,429.97	4,500.00	2,929.97-
609-49750-201	Office Supplies(paper-pens-et)	1,089.56	300.00	789.56-
609-49750-211	Operating Supplies - Cleaning	708.97	200.00	508.97-
609-49750-214	Liquor Store Bar Supply	10,499.79	6,000.00	4,499.79-
609-49750-217	Other Operating Supplies	2,377.18	.00	2,377.18-
609-49750-221	Repair/Maint - Equipment	164.42	1,500.00	1,335.58
609-49750-223	Repair/Maintain - Building	11,427.00	6,000.00	5,427.00-
609-49750-251	Merchandise Resale - Liquor	72,497.84	113,150.00	40,652.16
609-49750-252	Merchandise Resale - Beer	280,767.52	287,200.00	6,432.48
609-49750-259	Merchandise For Resale - Other	9,962.41	4,000.00	5,962.41-
609-49750-261	Merch- On-Sale Liquor	27,796.34	6,850.00	20,946.34-
609-49750-262	Merch- On-Sale Beer	.00	17,800.00	17,800.00
609-49750-269	Merch- On-Sale Other	252.89	.00	252.89-
609-49750-310	Other Professional Services	2,329.14	500.00	1,829.14-
609-49750-321	Telephone	2,374.66	2,300.00	74.66-
609-49750-331	Meetings-Conferences (mtgs/mi)	.00	400.00	400.00
609-49750-343	Advertising	2,457.36	1,000.00	1,457.36-
609-49750-348	Program Expense	830.37	800.00	30.37-
609-49750-362	Property - Casualty Ins (Auto)	3,498.56	3,500.00	1.44
609-49750-364	Dram Shop Ins	.00	3,000.00	3,000.00
609-49750-381	Electric Utilities	5,968.00	9,000.00	3,032.00
609-49750-383	Gas Utilities	1,356.95	2,000.00	643.05
609-49750-384	Refuse/Garbage Disposal (Liq)	2,677.05	4,900.00	2,222.95
609-49750-401	Contractual Services	165.66	11,200.00	11,034.34
609-49750-406	Safety	180.57	.00	180.57-
609-49750-420	Depreciation	.00	6,000.00	6,000.00
609-49750-433	Dues and Subscriptions	600.00	400.00	200.00-
609-49750-434	Sales Tax Paid	.00	14,000.00	14,000.00
609-49750-437	Miscellaneous	195.00	200.00	5.00
609-49750-491	Contributions/Donations Expend	200.00	.00	200.00-
609-49750-590	Capital Outlay	15,370.67	.00	15,370.67-
Total Liquor Store (GENERAL):		582,544.44	674,833.00	92,288.56
Net Total MUNICIPAL LIQUOR FUND:		582,544.44-	674,833.00-	92,288.56-

Executive Summary

City Council Meeting: Sept 11, 2018

The Monthly Draft

AGENDA ITEM: Monthly Liquor Store Update	AGENDA SECTION: Consent
PREPARED BY: Alisha Mohs, Liquor Manager	AGENDA NO: 4.D.
ATTACHMENTS: Financial YTD	APPROVED BY: cgh
RECOMMENDED ACTION: None. Information Only.	

Highlights of the Month

1. Made $2,000 more than last year on Corn on the Cob weekend even though our Friday night dance revenue was $3,000 less than last year.
2. Muni was packed Thursday night for our unofficial kick off for Corn on the Cob days with our free concert by *Bob Haley & The Stranger.*
3. Our Corn on the Cob promo video was seen by 4,374 people before the big Cob days weekend was over with. We sold out of our Corn on the Cob Muni shirts within 24 hours.
4. LED lighting was installed behind the bar & on-sale was painted.

Financials at a Glance

ON SALE REVENUE COMPARISON AUGUST

	AUG 2017	AUG 2018	Comparison
Merchandise Sales	$598	$1,629	+$1,031
Beer Sales	$10,733	$14,791	+$4,058
Liquor Sales	$9,528	$13,256	+$3,728
Cash Short/Over	$1,151	$23	n/a
Rents	$2,458	$3,041	+$583
Overall	$24,468	$32,740	+$8,272

On/Off Sale Combined__

	2017	2018	Comparison
Aug Revenue	$80,416	$103,678	+$23,262
Aug Expenses	$64,414	$96,639	+$32,225
Aug Total Net Revenue	$16,002	$7,039	-$8,963
YTD Revenue	**$497,297**	**$609,684**	**+$112,387**
YTD Expenses	$447,990	$582,544	+$134,554
YTD Net Comparison	$49,307	$27,139	-$22,168

Revenue increased by $15,853 from July to August. Expenses continue to be higher than 2017 due to on-going maintenance and upkeep projects of the building. We painted on-sale, changed out lighting in bar to LED for added brightness and longevity, and had EGAN service electrical work.

New Items Offered on Off-Sale
Josh Merlot
Press Seltzer
Montucky Cold Snacks Beer
Pendelton Whiskey
2 Gingers Whiskey
Berry-A-Ritas
Budweiser Jim Beam Copper Reserve
Schell's Oktoberfest
Redemption Bourbon

Items in the Works
-Scheduling/planning of events for the community (example: .03 Fun Run)
-Point-of-Sale software quotes
-Cleaning bids & renovating ideas/quotes
-employee training and policy manual for bartenders

Upcoming Events
-Vikings games: purchase a Sunday Funday shirt from the Muni & enjoy $2 beers, $3 mixed drinks for all Vikings games. First Game: 9/9 at noon
-Sept. 8th - Back to School Bash, all day event. PEM staff are welcome to come to the Muni and draw for a prize! Drink specials & bloody bar all day.
-Sept. 10th - On-Sale will be CLOSED due to the floor being buffed.
-Sept. 15th - Fall Flood Run - $100 Harley Davidson Gift Certificate Drawing! Free pop all day for bikers. Stop in to get entered for a $100 Harley Davidson gift certificate! Drawing is at 7 pm. Do NOT need to be present to win. No purchase necessary.
-Sept. 22, 7 pm, Hawaiian Party & meat raffle on the patio. Games & prizes. DJ 7-9pm
-Oct. 27, 8 pm - midnight - Halloween party
-Karaoke night, TBD

Upcoming Training
-MMBA Regional Meeting Oct. 17th, Austin

Beer Special for September Budlight cases (24/12 oz cans) $16.99

MUNICIPAL LIQUOR FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	REVENUES					
609-49750-36210	INTEREST EARNINGS	.00	1,274.55	1,950.00	675.45	65.4
609-49750-36220	RENTS	3,041.39	8,945.53	5,000.00	(3,945.53)	178.9
609-49750-36290	MISCELLANEOUS	.00	54.95	.00	(54.95)	.0
609-49750-37811	LIQUOR SALES -OFF SALE -BEER	53,335.25	321,192.31	420,000.00	98,807.69	76.5
609-49750-37812	LIQUOR SALES -OFF SALE	17,091.35	115,109.53	160,500.00	45,390.47	71.7
609-49750-37815	OTHER MERCHANDISE -OFF SALE	555.49	4,439.92	5,090.00	650.08	87.2
609-49750-37821	ON SALE - BEER	14,791.11	90,076.38	80,560.00	(9,516.38)	111.8
609-49750-37822	ON SALE - LIQUOR	13,256.32	56,855.30	45,550.00	(11,305.30)	124.8
609-49750-37825	ON SALE - MERCHANDISE	1,629.00	9,233.42	8,000.00	(1,233.42)	115.4
609-49750-37830	CASH OVER (SHORT)	23.27	2,877.58	.00	(2,877.58)	.0
609-49750-37837	OTHER LIQUOR STORE RECEIPTS	(45.29)	(375.74)	.00	375.74	.0
	TOTAL FUND REVENUE	103,677.89	609,683.73	726,650.00	116,966.27	83.9

MUNICIPAL LIQUOR FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	LIQUOR STORE (GENERAL)					
609-49750-101	FULL-TIME EMPLOYEES REGULAR	10,294.48	58,266.69	106,184.00	47,917.31	54.9
609-49750-102	FULL-TIME EMPLOYEES OVERTIME	309.98	2,855.53	3,000.00	144.47	95.2
609-49750-103	PART-TIME EMPLOYEES	6,979.28	35,323.06	29,633.00	(5,690.06)	119.2
609-49750-121	PERA	1,309.40	7,090.73	10,412.00	3,321.27	68.1
609-49750-122	FICA	1,335.59	7,232.57	10,620.00	3,387.43	68.1
609-49750-131	EMPLOYER PAID HEALTH	1,151.68	8,597.98	8,284.00	(313.98)	103.8
609-49750-151	WORKER S COMP INSURANCE PREM	1,543.63	7,429.97	4,500.00	(2,929.97)	165.1
609-49750-201	OFFICE SUPPLIES(PAPER-PENS-ET)	2.84	1,089.56	300.00	(789.56)	363.2
609-49750-211	OPERATING SUPPLIES - CLEANING	42.00	708.97	200.00	(508.97)	354.5
609-49750-214	LIQUOR STORE BAR SUPPLY	5,240.50	10,499.79	6,000.00	(4,499.79)	175.0
609-49750-217	OTHER OPERATING SUPPLIES	236.65	2,377.18	.00	(2,377.18)	.0
609-49750-221	REPAIR/MAINT - EQUIPMENT	.00	164.42	1,500.00	1,335.58	11.0
609-49750-223	REPAIR/MAINTAIN - BUILDING	1,212.80	11,427.00	6,000.00	(5,427.00)	190.5
609-49750-251	MERCHANDISE RESALE - LIQUOR	7,751.53	72,497.84	113,150.00	40,652.16	64.1
609-49750-252	MERCHANDISE RESALE - BEER	49,728.94	280,767.52	287,200.00	6,432.48	97.8
609-49750-259	MERCHANDISE FOR RESALE - OTHER	1,225.35	9,962.41	4,000.00	(5,962.41)	249.1
609-49750-261	MERCH- ON-SALE LIQUOR	3,262.33	27,796.34	6,850.00	(20,946.34)	405.8
609-49750-262	MERCH- ON-SALE BEER	.00	.00	17,800.00	17,800.00	.0
609-49750-269	MERCH- ON-SALE OTHER	12.99	252.89	.00	(252.89)	.0
609-49750-310	OTHER PROFESSIONAL SERVICES	25.00	2,329.14	500.00	(1,829.14)	465.8
609-49750-321	TELEPHONE	350.18	2,374.66	2,300.00	(74.66)	103.3
609-49750-331	MEETINGS-CONFERENCES (MTGS/MI)	.00	.00	400.00	400.00	.0
609-49750-343	ADVERTISING	437.00	2,457.36	1,000.00	(1,457.36)	245.7
609-49750-348	PROGRAM EXPENSE	250.00	830.37	800.00	(30.37)	103.8
609-49750-362	PROPERTY - CASUALTY INS (AUTO)	.00	3,498.56	3,500.00	1.44	100.0
609-49750-364	DRAM SHOP INS	.00	.00	3,000.00	3,000.00	.0
609-49750-381	ELECTRIC UTILITIES	1,176.00	5,968.00	9,000.00	3,032.00	66.3
609-49750-383	GAS UTILITIES	58.01	1,356.95	2,000.00	643.05	67.9
609-49750-384	REFUSE/GARBAGE DISPOSAL (LIQ)	394.51	2,677.05	4,900.00	2,222.95	54.6
609-49750-401	CONTRACTUAL SERVICES	.00	165.66	11,200.00	11,034.34	1.5
609-49750-406	SAFETY	.00	180.57	.00	(180.57)	.0
609-49750-420	DEPRECIATION	.00	.00	6,000.00	6,000.00	.0
609-49750-433	DUES AND SUBSCRIPTIONS	.00	600.00	400.00	(200.00)	150.0
609-49750-434	SALES TAX PAID	.00	.00	14,000.00	14,000.00	.0
609-49750-437	MISCELLANEOUS	195.00	195.00	200.00	5.00	97.5
609-49750-491	CONTRIBUTIONS/DONATIONS EXPEND	.00	200.00	.00	(200.00)	.0
609-49750-590	CAPITAL OUTLAY	2,113.00	15,370.67	.00	(15,370.67)	.0
	TOTAL LIQUOR STORE (GENERAL)	96,638.67	582,544.44	674,833.00	92,288.56	86.3
	TOTAL FUND EXPENDITURES	96,638.67	582,544.44	674,833.00	92,288.56	86.3
	NET REVENUE OVER EXPENDITURES	7,039.22	27,139.29	51,817.00	24,677.71	52.4

MUNICIPAL LIQUOR FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	REVENUES					
609-49750-34900	OTHER CHARGES	(2,100.00)	(2,100.00)	.00	2,100.00	.0
609-49750-36210	INTEREST EARNINGS	148.52	1,120.01	5,000.00	3,879.99	22.4
609-49750-36220	RENTS	2,458.25	5,868.62	10,000.00	4,131.38	58.7
609-49750-36290	MISCELLANEOUS	.00	7,298.40	.00	(7,298.40)	.0
609-49750-37811	LIQUOR SALES -OFF SALE -BEER	42,972.01	274,402.09	353,450.00	79,047.91	77.6
609-49750-37812	LIQUOR SALES -OFF SALE	14,408.90	102,943.60	110,000.00	7,056.40	93.6
609-49750-37815	OTHER MERCHANDISE -OFF SALE	518.84	2,977.37	10,000.00	7,022.63	29.8
609-49750-37821	ON SALE - BEER	10,733.05	57,237.00	100,000.00	42,763.00	57.2
609-49750-37822	ON SALE - LIQUOR	9,528.11	35,787.51	35,000.00	(787.51)	102.3
609-49750-37825	ON SALE - MERCHANDISE	597.75	4,549.20	12,000.00	7,450.80	37.9
609-49750-37830	CASH OVER (SHORT)	1,151.06	7,213.51	.00	(7,213.51)	.0
609-49750-37837	OTHER LIQUOR STORE RECEIPTS	.00	.00	2,336.00	2,336.00	.0
	TOTAL FUND REVENUE	80,416.49	497,297.31	637,786.00	140,488.69	78.0

MUNICIPAL LIQUOR FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	LIQUOR STORE (GENERAL)					
609-49750-101	FULL-TIME EMPLOYEES REGULAR	13,135.28	79,514.67	95,000.00	15,485.33	83.7
609-49750-102	FULL-TIME EMPLOYEES OVERTIME	2,050.13	12,720.67	3,000.00	(9,720.67)	424.0
609-49750-103	PART-TIME EMPLOYEES	203.88	516.07	30,000.00	29,483.93	1.7
609-49750-121	PERA	1,122.33	6,769.87	7,936.00	1,166.13	85.3
609-49750-122	FICA	1,144.77	6,905.18	7,812.00	906.82	88.4
609-49750-125	MEDICARE	.00	.00	1,856.00	1,856.00	.0
609-49750-131	EMPLOYER PAID HEALTH	508.99	4,071.92	11,400.00	7,328.08	35.7
609-49750-142	UNEMPLOYMENT BENEFIT PAYMENTS	.00	112.02	2,000.00	1,887.98	5.6
609-49750-151	WORKER S COMP INSURANCE PREM	.00	4,419.82	5,200.00	780.18	85.0
609-49750-201	OFFICE SUPPLIES(PAPER-PENS-ET)	43.00	3,271.54	3,000.00	(271.54)	109.1
609-49750-211	OPERATING SUPPLIES - CLEANING	.00	107.00	500.00	393.00	21.4
609-49750-214	LIQUOR STORE BAR SUPPLY	1,225.87	5,011.07	6,000.00	988.93	83.5
609-49750-221	REPAIR/MAINT - EQUIPMENT	.00	.00	4,000.00	4,000.00	.0
609-49750-223	REPAIR/MAINTAIN - BUILDING	151.84	5,787.84	10,000.00	4,212.16	57.9
609-49750-251	MERCHANDISE RESALE - LIQUOR	8,779.17	78,123.47	95,000.00	16,876.53	82.2
609-49750-252	MERCHANDISE RESALE - BEER	33,227.17	209,425.52	299,200.00	89,774.48	70.0
609-49750-259	MERCHANDISE FOR RESALE - OTHER	577.21	2,381.36	18,000.00	15,618.64	13.2
609-49750-261	MERCH- ON-SALE LIQUOR	.00	.00	5,000.00	5,000.00	.0
609-49750-262	MERCH- ON-SALE BEER	.00	.00	20,000.00	20,000.00	.0
609-49750-310	OTHER PROFESSIONAL SERVICES	.00	410.00	500.00	90.00	82.0
609-49750-321	TELEPHONE	188.30	1,532.99	2,070.00	537.01	74.1
609-49750-331	MEETINGS-CONFERENCES (MTGS/MI)	.00	100.19	500.00	399.81	20.0
609-49750-343	ADVERTISING	(75.00)	455.00	2,000.00	1,545.00	22.8
609-49750-348	PROGRAM EXPENSE	110.06	940.35	600.00	(340.35)	156.7
609-49750-362	PROPERTY - CASUALTY INS (AUTO)	.00	3,000.00	6,000.00	3,000.00	50.0
609-49750-364	DRAM SHOP INS	.00	.00	7,000.00	7,000.00	.0
609-49750-381	ELECTRIC UTILITIES	1,029.00	5,566.00	10,000.00	4,434.00	55.7
609-49750-383	GAS UTILITIES	56.34	1,234.00	4,000.00	2,766.00	30.9
609-49750-384	REFUSE/GARBAGE DISPOSAL (LIQ)	369.70	3,215.64	4,000.00	784.36	80.4
609-49750-401	CONTRACTUAL SERVICES	425.66	2,576.98	3,000.00	423.02	85.9
609-49750-420	DEPRECIATION	.00	.00	8,000.00	8,000.00	.0
609-49750-433	DUES AND SUBSCRIPTIONS	.00	1,794.17	1,000.00	(794.17)	179.4
609-49750-434	SALES TAX PAID	.00	.00	5,000.00	5,000.00	.0
609-49750-437	MISCELLANEOUS	140.35	1,627.21	2,400.00	772.79	67.8
609-49750-491	CONTRIBUTIONS/DONATIONS EXPEND	.00	.00	510.00	510.00	.0
609-49750-520	CAPITAL OUTLAY-BLDG & STRUCTUR	.00	.00	2,000.00	2,000.00	.0
609-49750-590	CAPITAL OUTLAY	.00	6,400.00	.00	(6,400.00)	.0
	TOTAL LIQUOR STORE (GENERAL)	64,414.05	447,990.55	683,484.00	235,493.45	65.6
	TOTAL FUND EXPENDITURES	64,414.05	447,990.55	683,484.00	235,493.45	65.6
	NET REVENUE OVER EXPENDITURES	16,002.44	49,306.76	(45,698.00)	(95,004.76)	107.9

Account Number	Account Title	2018-18 Current year Actual
MUNICIPAL LIQUOR FUND		
Expenditure		
609-49750-101	Full-Time Employees Regular	10,294.48
609-49750-102	Full-Time Employees Overtime	309.98
609-49750-103	Part-Time Employees	6,979.28
609-49750-121	PERA	1,309.40
609-49750-122	FICA	1,335.59
609-49750-131	Employer Paid Health	1,151.68
609-49750-151	Worker s Comp Insurance Prem	1,543.63
609-49750-201	Office Supplies(paper-pens-et)	2.84
609-49750-211	Operating Supplies - Cleaning	42.00
609-49750-214	Liquor Store Bar Supply	5,240.50
609-49750-217	Other Operating Supplies	236.65
609-49750-223	Repair/Maintain - Building	1,212.80
609-49750-251	Merchandise Resale - Liquor	7,751.53
609-49750-252	Merchandise Resale - Beer	49,728.94
609-49750-259	Merchandise For Resale - Other	1,225.35
609-49750-261	Merch- On-Sale Liquor	3,262.33
609-49750-269	Merch- On-Sale Other	12.99
609-49750-310	Other Professional Services	25.00
609-49750-321	Telephone	350.18
609-49750-343	Advertising	437.00
609-49750-348	Program Expense	250.00
609-49750-381	Electric Utilities	1,176.00
609-49750-383	Gas Utilities	58.01
609-49750-384	Refuse/Garbage Disposal (Liq)	394.51
609-49750-437	Miscellaneous	195.00
609-49750-590	Capital Outlay	2,113.00
Total Expenditure:		96,638.67
Total Expenditure:		96,638.67
Revenue		
609-49750-36220	Rents	3,041.39
609-49750-37811	Liquor Sales -Off Sale -Beer	53,335.25
609-49750-37812	Liquor Sales -Off Sale	17,091.35
609-49750-37815	Other Merchandise -Off Sale	555.49
609-49750-37821	On Sale - Beer	14,791.11
609-49750-37822	On Sale - Liquor	13,256.32
609-49750-37825	On Sale - Merchandise	1,629.00
609-49750-37830	Cash Over (Short)	23.27
609-49750-37837	Other Liquor Store Receipts	45.29-
Total Revenue:		103,677.89
Total Revenue:		103,677.89
MUNICIPAL LIQUOR FUND Revenue Total:		103,677.89
MUNICIPAL LIQUOR FUND Expenditure Total:		96,638.67
Net Total MUNICIPAL LIQUOR FUND:		7,039.22
Net Grand Totals:		7,039.22

Account Number	Account Title	2018-18 Current year Actual

PLAINVIEW POLICE DEPARTMENT
241 West Broadway
Plainview, Minnesota 55964

TIMOTHY J. SCHNEIDER
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: September 11, 2018

AGENDA ITEM: Department Head Report	**AGENDA SECTION:** Consent
PREPARED BY: Tim Schneider – Chief of Police	**AGENDA NO.** 4.D.
ATTACHMENTS: August Activity Log	**APPROVED BY:** **cgh**
RECOMMENDED ACTION: Information Only	

SUMMARY

- Numerous Permit to Purchase reviews
  - Local LE responsibility to run multi-facetted checks on residents that wish to purchase a handgun or assault type rifle. Permit good for 1 year.
- Squad recalls
  - All 4 squads to local dealerships in early August for recalls
  - Nothing major, all handled quickly.
- Monthly Officers Meeting/Training
  - August 8th – Meeting and Training Refresher/Update on ARMER Radio
- Ambulance – PD Collaboration
  - Has dropped off some with the addition of outside staff to the crew.
  - Will monitor for changes in need as we get closer to the transition.
- Squad Camera Update
  - Cameras are installed and being programmed and tested.
- Continued pre-planning for Active Shooter – Officer Down Training
  - Scheduled for October 27th.

- Free – Multi Disciplinary Hostile Event training to include Police, Fire, EMS, and Dispatch
- Full day – Full scenario training.

- Implementation of summer schedule
  - Summer schedule/Investigator FTO went very well.
  - It was well received by the 2 officers that spent 6 weeks each in training.
  - We will plan on doing the same next summer with the remaining officers.

- Corn on the Cob Days - August 17th-19th
  - Aug. 17th Fireman's Dance – Attendance was a little lighter than past events.
  - Aug 18th Kim's Dance – Good crowd, no issues to speak of.
  - Aug 19th Parade Day – Went well, lots of people on the parade route.

- Council Meeting – August 13th
  - Attended the meeting and participated as necessary.

- SRO Contract
  - Discussion with Administrator Hadler and Superintendent Ihrke about a contract for SRO (School Resource Officer) position.
  - Have had the position since 1998 without a contract.
  - School pays 75% of 12 month salary and some related expenses at this time.
  - No update at this time, waiting on a school district draft.

- National Night Out – August 7th
  - All City departments did an outstanding job of coordinating for a great event.
  - Well attended, a great evening, even with less than ideal weather.

- Board of Directors for the Law Enforcement Memorial Foundation of Southeast MN. August 15th.
  - Further discussion in regard to preparations for the building of the memorial in Soldier's Field Park in Rochester.
  - Multiple fundraising events scheduled for the near future.

- Wabasha County Radio User's Meeting – August 22nd
  - Met with Wabasha County fire departments, EMS departments, Police Departments and Sheriff's Office personnel
  - Discussed end-of-life of the current ARMER radios and replacement thoughts
  - Updates on fleet maps
  - Talked about refresher training for current trainers and recruitment of new trainers.

- Department Head meetings
  - Weekly Meetings with Department heads and essential staff

- Comprehensive Plan meeting participation
    - No new information in August

- Branding Committee participation
    - No meeting in August

- Sudden Death
    - Chief and Investigator called out for a death
    - Collected evidence
    - Conducted interviews
    - Made arrangements for a long distance death notification to family
    - Assisted Medical Examiner at the scene at the conclusion or PD on-scene processing
    - Continuing follow-up and assistance to family

- Call highlights
    - Several TZD shifts worked – enhanced speed/DUI enforcement.
    - Multiple warrant arrests
    - Minor thefts early in the month – single night vehicle rummaging.
    - Dangerous Dog paperwork served
    - Vulnerable Adult reports handled
    - Court appearances
    - Juvenile issues/placements
    - Alarm calls
    - Lock all Parks each night
    - Multiple welfare checks
    - Gas Drive-offs
    - Facilitated several child custody exchanges
    - Multiple Funeral Escorts
    - Multiple Car unlocks
    - Crash reports
    - Assisting Wabasha County, Plainview EMS, and Plainview Fire as requested
    - Facilitate civil property exchanges
    - Parking issues
    - Domestic Assault
    - Missing Child (found within 15 minutes – safe)
    - Vehicle Forfeiture follow-up
    - Death Notifications
    - Found Property
    - Suspicious Activity
    - Death Investigation
    - Weather watch
    - Lot of free advice given

- Building Committee participation
    - Met June 16th with staff

- Early brainstorming of concepts and locations
- High level development of Pros and Cons of each broad idea.
- No August meeting

- Blandin Group participation
  - Met June 11th with stakeholders, Blandin representative, and City Staff
  - July 18th meeting (unable to attend due to conflict, but communicated with facilitator)
  - Morning meeting on Thursday Aug 9th, brainstormed possible participant pool and divided candidates into groups to be contacted.

- Community Policing
  - Multiple Bike Helmet "citations" given for free ice cream
  - Multiple contacts made during National Night Out.

- NIBRS Implementation
  - National Incident Based Reporting System
  - MN Law Enforcement switching from a State driven system to the National system of crime reporting for continuity of data across the country.
  - Wabasha County to be switched over around the first of the year.
  - Support staff (Police Tech Specialist Henry-Loftus and myself) have been trained on the basics of NIBRS.
  - 2 implementation calls with MN BCA, County LE agencies, and RMS (records management system) vendor in July.
  - Tentative hands-on training dates in October pending RMS vendor schedule
  - Tentative Go-Live date of mid-October with all testing and certifications done at or around the first of 2019

- Primary Election – August 14th
  - Head Judge at the new North Precinct polling place (Community Center).

- Council Work Session – August 28th
  - Budget discussion
  - Downtown lighting discussion
  - Accountability and Communication discussion

- Budget 2019
  - Individual department head meetings to be scheduled early September with Administrator Hadler and Finance Director Axley for one on one line-item discussions.

- Weekly activity reports to newspaper
  - Weekly activity report/media release is sent to the Plainview News for publication.

- Communication with Liaison

- Communication as needed with Council Member O'Connor on Police Department issues/concerns/successes

- Task Force Board meeting – August 16th
  - Monthly meeting in Rochester
  - Voting membership of the board (Chief) included as a paying member of the SEMVCET (Southeast MN Violent Crime Enforcement Team).

- Daily morning Child Protection conference call and case review
  - Phone conference to work through the past days county-wide child protection reports to be screened in or out as a team for further investigations.
  - Members of the team include a member of the 3 Police Department, a Sheriff's Office representative, multiple Social Service workers, and the County Attorney's Office.
  - We work through 1-2 case each morning on average, very few days there are none, and some days there are as high as 4-5 cases.

- Plainview First Responders
  - No new information on the subject at this time.

- Upcoming Events
  - September 4th – Planning and Zoning Commission
  - September 12th – PPD monthly staff meeting and/or training
  - September 11th – Regular Council Meeting
  - September 19th – Law Enforcement Memorial Assn of SE MN (LEMFSEM) board of directors meeting – Not city paid
  - September 20th – Task Force Board Meeting
  - September 24th – Child Protection Multidisciplinary Mtg
  - September 25th – Council Workshop
  - September 26th -27th – BCA User's Conference in St. Cloud (Tim and Erin)
  - Week of October 15th – NIBRS Training at WCSO

Administrative

Agency PPD

Dates 08/01/2018 **thru** 08/31/2018

ALL	All Other	4
ALM	Alarm All	2
ANML	Animal Complaint	6
AOD	Assist Other Department	37
ASS	Assault	1
ATL	Attempt To Locate	3
BURG	Burglary	2
CHKS	Worthless Checks	2
CM	Civil Matter	7
DAMP	Damage To Property	1
DC	Driving Complaint	7
DEAT	Sudden Death	2
DISO	Disorderly Conduct	6
DOM	Domestic	1
DUI	Driving Under The Influen	2
ESC	Escort	2
FA	Funeral Assist	2
FP	Found Property	4
FR	Fraud	1
FW	Fireworks	2
HAR	Harassment/Threats	4
IDTH	Identity Theft	1
INFO	Misc Information	5
LIQ	Liquor Violations	2
LIT	Littering	1
MA	Motorist Assist	9
MED	Medical Call	12
NC	Noise Complaint	2
OV	Ordinance Violation	1

Administrative

Agency PPD

Dates 08/01/2018 **thru** 08/31/2018

PA	Public Assist	**26**
PV	Parking Violations	**10**
SC	Security Check	**66**
SEX	Sex Offense	**1**
SUSP	Suspicious Activity	**18**
TC	Traffic Crash	**5**
THEF	Theft Offense	**7**
TV	Traffic Violation	**105**
VA	Vulnerable Adult	**1**
WEL	Welfare	**10**
WRNT	Warrants All	**1**
381		

PLAINVIEW
EMERGENCY MEDICAL SERVICES

Executive Summary

City Council Regular Meeting: September 11, 2018

AGENDA ITEM:	Monthly Ambulance Update	**AGENDA SECTION:**
PREPARED BY:	Angie Jarrett, Ambulance Director	**AGENDA NO.** 4.D.
ATTACHMENTS: None		**APPROVED BY: cgh**
RECOMMENDED ACTION: None. Information Only.		

SUMMARY

Total Calls:	**36**
Primary Calls (771)	3
Second Calls (772)	33
Billable Calls:	26
Mayo One:	0
No Transport/Stand-by:	10
Hosp – Hosp Requests:	5

Hours Elgin covered for PEMS	**0**
Weekday:	0
Weekend:	0
Transports:	0

Hours PEMS covered Elgin	**60**
Weekday:	41
Weekend:	19
Calls for Service:	0

The ambulance department is continuing to see in an increase in the amount of calls for service in comparison to 2017. To date in 2018, we are 50 calls for service ahead of where we were in 2017.

This month, the ambulance staff received training in proper body mechanics while working on the ambulance by Dr. Marcy Vreeman, a local chiropractor and former EMT.

Peoples State Bank donated $500.00 towards upgrading/replacing ambulance training equipment. The money was used to purchase new intraosseous practice bones for intraosseous infusions. Minnesota statute permits EMTs and Paramedics who are trained and whose ambulance service is licensed to perform intraosseous infusions. Intraosseous infusions, or I/O for short, are ways for clinicians to gain rapid intravenous access by placing a needle directly into a leg or arm bone in critical patients where achieving I.V. access is unlikely.

The original I/O sets used in practice were purchased through a grant the ambulance department received from Compeer Financial in 2015.

Respectfully,
Angie Jarrett, NRP
Plainview EMS

Public Works Report August 2018

1. Met with sprinkler/alarm system companies for the system @ the fire hall. Took quotes on this project. Typed executive summary for the project. Came in under budget by about $7,500.00. Completion date November 30, 2018.
2. Canceled Advanced disposal for the public works garbage pickup. We had problems with them picking up on time and when requested. Lake City Recycling is our new contractor.
3. Having a hard time to get information on the Lakos Sand Separator for Well #3. Why it doesn't work, it did in the past.
4. Sent information to the League of Minnesota Cities Insurance Trust in reference concerning well #3 and is the cave in covered by insurance, or part of it covered.
5. The phone service is still a problem after switching to HBC. Office phone needs to be rebooted periodically. Also, they have not hooked up the swimming pool, Eckstein Athletic Field, & Eastwood Park. Along with that we are paying Century Link around $50.00 per month each for these phone lines.
6. Met on the Public Works Building with an independent contractor. Haven't heard anything back yet.
7. Set up soccer field for the school, moved bleachers, found out when the lights first started to be used so that there are exact numbers for the 2019-2020 school contract.
8. Handled a couple of concerns on the sidewalk replacement program. They were on the leveling of the soil next to the sidewalk & seeding.
9. Sidewalk program close to done for 2018, over budget but I don't have the final numbers. It may also climb if 1 of 2 homeowners still decide to do their driveways yet this year. Call last night 9-5-18 @ 9:00 pm that 1 of the homeowners has decided to do his driveway.
10. Came up with a solution for the community center, water on the sidewalk. Talked to Roger Rettmann about the solution. Haven't heard if they will use the proposed solution or come up with one of their own.
11. Paint & line paint in for the Pickleball Courts last week, hope to have it dry up to get this off the list of things to do.
12. Many things done @ & for the liquor store in preparation of Corn on the Cob Days Event.
13. Parking stall that were eliminated were covered with blacktop sealer.
14. New remote water meter system ordered.
15. Met with Clarissa on Bob Pierce water situation. Tried many things to provide clear water. Flush his line, flush hydrant. These did not work as the chlorine that was added to the water system scrubbed the water mains and left the deposits on a dead-end line which is where his service is connected. There was no way to flush this main as the nearest hydrant is 2.5 blocks away. Why this was not connected to the new 10" main in 1985 is not clear. Was it to save money? The 4" water main lays in the north driving lane of highway 42. There are about 10 more of these from 2nd Avenue NE/NW out to the dead end by Pierce's. Estimated price from Bolton & Menk is $5,000.00-$6,000.00 per service.
16. Many questions and things done @ the library as the library project takes off.
17. Corn on the Cobs days a success.

18. Working on Asbestos removal @ the fire hall. Fire Department to pay for this & the new flooring, whatever is decided on.
19. Worked on the Ambulance generator. Carburetor repair.
20. Sweeper maintenance.
21. Replaced wheel hubs on the Tool Cat.
22. Curb stops repaired.
23. Finish tree trimming of spruce & pine trees @ Eckstein Athletic Field.
24. Street swept in preparation of Corn on the Cob Days.
25. Streets swept after Corn on the Cob Days.
26. Added more Engineered Wood Product to Wedgewood & Eckstein Athletic Field playground structures.
27. A whole lot of correspondence on the Landscape Beatification project. This is scheduled for September 15th @ 8:30 am. Staging area Bennett & Sons lot East of High Plains LP plant. Rain date September 22.

Respectfully submitted.

Michael L. Burgdorf, Public Works Director

Michael

BOLTON & MENK
Real People. Real Solutions.

2900 43rd Street NW
Suite 100
Rochester, MN 55901

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

MEMORANDUM

Date: September 6, 2018

To: Clarissa Hadler, City Administrator

Cc: Michael Burgdorf, Public Works Director

From: Brian Malm, P.E., City Engineer

Subject: Current Projects Update
City of Plainview
Project No.: H19.116204

TAP Lighting, Sidewalk, and Bus Turnout Project

Presented an update on this project to Council at the workshop on 8/28/18.

- Street Lighting
  - Council and those present at the meeting seemed to prefer the Omega fixture for intersection lighting, and the Euro for mid-block lighting. No final decision made though.
  - Council seemed to be leaning towards Option 2, but would like some additional information, as follows:
    - Develop an Option 4, which would have decorative lighting at intersections only for now, with the possibility to add mid-block lighting in the future. Include a per block cost for the future mid-block lighting additions.
    - Develop an add alternative, with cost, for additional lighting in front of the school property. Look at short bollard lights and full light poles as options for this.
    - Determine what the added cost would be if we were to replace all of the bad sidewalk downtown as a part of the lighting project. Note that there would be more “sunk costs” in sidewalk replacement at a later date if bumpouts are implemented and/or the roadway is narrowed (converted to a 3 lane).
    - Determine what the “sunk costs” would be in sidewalk repair for the lighting project if curb bumpouts are implemented later. Separate “sunk cost” numbers for limited sidewalk replacement and full replacement.
- Bus Turnout
  - Council would like to implement full project, with all add-ons, but is concerned about cost.
  - Need to discuss cost participation with the school district.
- 3rd Avenue Sidewalk
  - No comments/concerns with this portion of the project

Plan to have the additional information requested, as noted above, available for the 9/11/18 Council Meeting.

The project memorandum (PM) for the project is in process. We are waiting on responses from Agency Notifications to proceed further with the PM. PM needs to be submitted to MnDOT by December 1 to meet required funding timeline. PM needs to include full scope of work, so a decision on what is to be included in the project needs to be made, preferably by the October Council meeting (to give some time to obtain MnDOT input on final scope prior to PM submittal), but definitely by the November meeting at the latest.

2nd Avenue NW Drainage and School Drainage

School drainage work is complete, unless staff or council requests additional information. Still working with staff to obtain quotes from contractors for the 2nd Avenue NW drainage improvements.

Orchard Hills-Future Phase

No recent activity on this project. We understand the developer's engineer is working on updated layouts to address City comments.

LeVan Subdivision

Continuing to work with City Staff and Developer's engineer on platting approval process and stormwater management issues.

Eide Development

No recent activity this project.

GIS Web-Mapping

Web-GIS system is up and running. Staff training was conducted on 8/7/18. We are continuing GPS locating of utilities is complete. Will be updating utility mapping based on the GPS locates over the next couple of months. Approximately 70% of the water service shutoffs were GPS located this summer. Will add those that were located to the GIS system, and will target locating the remainder next summer. Will be developing new paper maps for City staff once utility map updating is completed.

City-wide Infrastructure Analysis

We will be starting to look at the city-wide infrastructure analysis as soon as we complete the GPS utility locates and pavement ratings, which is expected to occur in the next few weeks. The analysis will be coordinated with completion of the infrastructure portion of the Comprehensive Plan later this fall.

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

Director’s Report: September 2018

Building Renovation: The second phase of our construction project is slated to begin on Monday, September 17th. The tentative timeline is as follows:

> **9/17/18**: Removal of existing siding, preparation for windows and front entry door installers, preparation for steel roof, and installation of siding and soffits.
> **9/24/18**: Installation of steel roof
> **9/25/18 - 10/4/18**: Library hours will be adjusted to 2:30-8:00 pm each day, including Saturday, to ensure public safety while interior work that involves scaffolding is being completed. This will include removal of solar tubes, ceiling repair, wallpaper removal, wall repair, and painting. We will communicate the change in hours in via newsletter, website, Facebook, and in-house signage.
> **10/8/18**: Installation of windows

Scheduling is still in progress for the installation of the stone on the planter in the front of the building and the installation of the keyless entry. We are expecting work to be complete in a 4 week timeframe.

Additional item of note:

1) The snow bars that were requested by council were not included in the bid documents. Our architect and general contractor are working to put together a plan and price to have these added. I recommend having these installed around the entire roof. On the north and south side, they protect citizens from being hit by large amounts of snow sliding off of the roof. On the east and west sides, they will protect our new gutters and troughs.
2) In the past, we have had issues with water coming into the south side building off of the alley. As a workable fix at the time, public works built the blacktop up to channel water away from the building. As a part of this project, we are now planning to cut out the blacktop, ensure that the south side of the building is properly flashed, and then build the blacktop back up.

If you have any questions or concerns in regards to the renovation project, please feel free to direct them to me.

Respectfully Submitted,
Alice L. Henderson

Plainview Public Library Board of Trustees
Tuesday, July 17, 2018 7:00 p.m.

Members Present: Mary Schneider, Carla Tentis, Amy Appel, and Youlonda Loechler
Staff: Alice Henderson
Council Representative: none

The meeting was called to order by President Mary Schneider at 7:07 p.m.

A motion was made by Carla and seconded by Amy to approve the agenda. Motion carried.

A motion was made by Amy and seconded by Youlonda to approve the consent agenda as follows:
Library Board Minutes from June 19, 2018
Director's Report
Children's Services Report
Library Statistical Report

Payment of Bills:
Alice will refund an unused portion of the Plainview Area Foundation grant that was received by the library. A motion was made by Carla and seconded by Amy to approve payment of the Payables by Payee report. Motion carried.

Unfinished Business:
Update and discussion of Donation Tree: Alice provided an update on the options for replacing the Donation Tree with 2' x 4' display boards that will have donor names printed on them. The type of display board was agreed upon. It was decided that presentation of donations will be uniform, regardless of the amount of the donation. Alice will inquire about additional size options, print formats and prices of the display boards.

Construction Update:
There have been some delays in the project. The architect needs to approve the windows that have a 14-week lead time and provide direction for how to address the water pipe in the women's room that feeds the outdoor spigot. No further progress can be made until those items are addressed. Alice will contact the city administrator to help address the gap in communication.

The next regular Library Board meeting will be August 21, 2018 at 7:00 p.m.

A motion was made by Amy and seconded by Carla to adjourn at 7:54 p.m. Motion carried.

Respectfully,
Youlonda Loechler

Plainview Public Library

Monthly Statistics Report

August 2018

Circulation

Items Checked Out

Physical Materials	3653
Wi Fi	1409
Public Computers	345
eBooks and Audiobooks	225
eMagazines	25
Total Items Checked Out	**5657**

Circulation by Material Type

Adult Items	3610
Children's Items	2047

County Circulation Breakdown

Wabasha	1402
Winona	63
Other	171
Total County Circulation	**1636**
County Percentage of Items Checked Out	**29%**

Total Circulation This Month	5657
Total Circulation 1 Year Ago	5934
Difference	**-277**

Inter-Library Loan

Our items sent to other libraries	
Items brought in for our patrons	
Total Items Handled for ILL	**0**

*ILL Statistics cannot be gathered until the 8th of the month.

Borrowers

New Borrowers

Adult	12
Children	7
Total New Borrowers:	**19**

New Borrowers by Location

City of Plainview	7
Wabasha County	8
Other	4

Programs

Number of Programs

Children's	5
Young Adult	3
Adult	1
Total Programs:	**9**

Number of Participants

Children's	10
Young Adult	29
Adult	19
Total Participants:	**58**

EDA

Economic Development Authority *for the City of Plainview*

Plainview Business Center
445 West Broadway
Plainview, MN 55964
(507) 421-6564
www.plainvieweda.org

EDA Director Update
August, 2018

Some of the activities undertaken in the last month by the Plainview EDA include:

- **Budget – 2019 Activities –** The EDA Board recommended budgeting for a potential housing or grant project, so the EDA budget was reworked. The EDA anticipates several projects may come together that will require layering grant funding with loans. These projects include housing, a potential event center that combines other community facilities into its design, or business development training.
- **Business Center & Incubator –** Routine administrative tasks were completed (leases, budgeting, maintenance for Corn-on-the-Cob Days and other issues were taken care of by the Director and Maintenance person).
- **Business Development –** The EDA Director met with a prospective business on resources available through Plainview.
- **Lot Development –** An area developer is in the process of requesting City of Plainview lot development dollars.
- **Meetings –** The EDA Director attended: an August 7th County Board meeting in support of SEMMCHRA's request for funding for a Housing Trust fund; an August 15th rollout of the Regional Economic Development Study prepared at the direction of CEDA and the Southern Minnesota League of Municipalities (SEMLM); the monthly EDA Board of Commissioners meeting on August 21st and an August 28th meeting with Area Agency on Aging staff; and an August 30th conference call to prep for the MnDot Project. The Area Agency on Aging meeting included other community leaders, and the group broadly discussed the status of services to the 65+ population. Availability of funding for other services was discussed and information will be shared with other stakeholders.
- **MnDOT Community Landscape Program –** The EDA Director coordinated communication between MnDOT, the electric companies and the landscape firm supplying trees and shrubs. Land owners adjacent to the areas to be planted have been contacted and permissions received. Preparations continue.
- **Plainview Housing Fund** – The EDA Board reviewed materials for the Council request and moved to request funds be set aside for a Housing Fund.
- **Plainview Promotional Brochure and Branding** – Publication in progress.
- **Southern Initiative Foundation Small Town Grant –** The EDA Director generated the grant and worked with local organizations to get Letters of Support. The grant was submitted by the August 31st deadline. If funded, the project will add an Outreach person to city staff.

PLAINVIEW POLICE DEPARTMENT

241 West Broadway
Plainview, Minnesota 55964

TIMOTHY J. SCHNEIDER
CHIEF OF POLICE

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

Executive Summary

City Council Regular Meeting: September 11, 2018

AGENDA ITEM: Part-Time Police Officer Resignation	**AGENDA SECTION:** Consent
PREPARED BY: Tim Schneider – Chief of Police	**AGENDA NO.** **4.E.**
ATTACHMENTS: Resignation Letter	**APPROVED BY:** cgh
RECOMMENDED ACTION: No Action Necessary – FYI only	

SUMMARY

Officer Rob Jarrett has resigned his position as a part-time police officer with the Plainview Police Department. He has served with us for the past two years. Rob worked every other Sunday (as well as picking up other shifts as needed) and has been a tremendous asset to the Department and the City. He has been attending law school while in addition to working as a police officer and in several public sector attorney's offices. The time has come for him to focus on the last bit of schooling as he transitions to his new career.

RECOMMENDATION

No formal motion is necessary. However, a strong thank you from the City of Plainview is in order for Rob's dedicated and professional service to the community. Our best wishes as he moves forward in his new role.

tschneider@plainviewpolice.com

From:	rjarrett@plainviewpolice.com
Sent:	Sunday, August 19, 2018 7:28 PM
To:	tschneider@plainviewpolice.com
Subject:	Jarrett Resignation Letter

Chief Schneider,

After much thought, I have decided to resign from my position as part-time police officer with the Plainview Police Department.

As previously discussed, my last shift is today, August 19, 2018.

I appreciate the opportunity you and the City has provided for me the last two years.

Sincerely,

Rob Jarrett

Officer Robert Jarrett
Plainview Police Department #712
241 West Broadway
Plainview, MN 55964
Tel: 507-534-2441
Email: rjarrett@plainviewpolice.com

Executive Summary

City Council Regular Meeting: September 11, 2018

AGENDA ITEM:	Resolution Opposing the Sale of Strong Beer, Wine, and Spirits in Grocery and Convenience Stores	**AGENDA SECTION:** Consent
PREPARED BY:	Alisha Mohs, Liquor Manager	**AGENDA NO. 4.F.**
ATTACHMENTS:	Resolution, Proposed Bill	**APPROVED BY: cgh**
RECOMMENDED ACTION: **Motion** to Adopt a Resolution opposing the sale of strong beer, wine and spirits in grocery and convenience stores.		

BACKGROUND/DISCUSSION

Last legislative session a bill was introduced in the Minnesota Legislature to allow the sale of strong beer, wine and spirits in grocery and convenience stores. This bill is expected to be introduced again in this next upcoming legislative session.

The primary purpose of liquor regulations is to control the sale of alcohol, including reasons related to public safety and health issues. The Plainview Municipal Liquor Store has identified a need to preserve the current regulations regarding the sale of strong beer, wine and spirits. While the City of Plainview would retain the ability to regulate these sales within the city limits, grocery sales would likely be authorized in Rochester, which would limit our ability to control underage sales.

To show state legislative leaders where cities stand on this matter, other cities have passed similar resolutions of opposition.

CITY OF PLAINVIEW
COUNTY OF WABASHA
STATE OF MINNESOTA

RESOLUTION NO. 2018–15

A RESOLUTION OPPOSING THE SALE OF STRONG BEER, SPIRITS AND WINE IN GROCERY AND CONVENIENCE STORES

WHEREAS, the sale of strong beer, spirits, and wine has long been regulated to preserve public health and minimize public safety concerns; and

WHEREAS, to promote public safety and public health, cities have an interest in preventing youth from obtaining alcohol; and

WHEREAS, increased alcohol availability is associated with increased alcohol related problems in both youth and the general public; and

WHEREAS, the public supports existing regulations controlling the sale of alcohol to minimize the risks associated with youth access to alcohol; and

WHEREAS, allowing the sale of beer, spirits, and wine in grocery and convenience stores would increase the public health risk of youth access to alcohol *(see Potential Health Effects of Expanding Liquor Licenses to Grocery and Convenience Stores, Kansas Health Impact Assessment Project, Kansas Health Institute KHI.ORG May, 2014)*; and

WHEREAS, allowing the sale of beer, spirits, and wine in grocery and convenience stores would increase the public health risk of alcohol-related motor vehicle accidents among youth *(see Potential Health Effects of Expanding Liquor Licenses to Grocery and Convenience Stores, Kansas Health Impact Assessment Project, Kansas Health Institute KHI.ORG May, 2014)*; and

WHEREAS, the public health risks of increasing youth access to alcohol and increased alcohol-related motor vehicle accidents among youth caused by the sale of strong beer, spirits, and wine in grocery and convenience stores are preventable; and

WHEREAS, the public health risks created by increasing youth access to alcohol and increased alcohol-related motor vehicle accidents among youth, outweigh any convenience to the public of relaxing present regulations and allowing sale of strong beer, spirits, and wine in grocery and convenience stores.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Plainview, Minnesota, hereby opposes the sale of strong beer, spirits, and wine in grocery stores and convenience stores.

The foregoing resolution was offered by Councilmember________________, who moved its adoption, Second by ________________________, was passed by the following vote:

Ayes:
Nayes:
Absent:

Passed: ____________________________________

ATTEST:

____
MariClair Schneider, City Clerk

APPROVED:

____
Roger Ziebell, Mayor

State of Minnesota

HOUSE OF REPRESENTATIVES

NINETIETH SESSION

H. F. No. 4152

03/22/2018 Authored by Nash; Fenton; Loonan; Anderson, S., and Drazkowski
The bill was read for the first time and referred to the Committee on Commerce and Regulatory Reform

A bill for an act

relating to liquor; authorizing the issuance of an off-sale intoxicating liquor license to food retailers; amending Minnesota Statutes 2016, sections 340A.101, by adding a subdivision; 340A.405, subdivision 1; 340A.412, subdivision 3, by adding a subdivision; 340A.413, subdivision 5; 340A.503, subdivision 4.

BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF MINNESOTA:

Section 1. Minnesota Statutes 2016, section 340A.101, is amended by adding a subdivision to read:

Subd. 10b. **Food retailer.** "Food retailer" is a for-profit, not-for-profit, or cooperative self-service retail establishment that sells, directly to consumers: bread and bakery items; meats, seafood, and poultry; fruits, vegetables, and other produce; dairy products; and dried, canned, and other packaged groceries and shelf-stable food products; and may also sell cleaning products, paper goods, and other household products and sundries. A food retailer includes large and midscale establishments such as supermarkets and grocery stores, but may also include small-scale establishments such as corner stores or convenience stores.

Sec. 2. Minnesota Statutes 2016, section 340A.405, subdivision 1, is amended to read:

Subdivision 1. **Cities.** (a) A city other than a city of the first class may issue with the approval of the commissioner, an off-sale intoxicating liquor license to an exclusive liquor store, a food retailer, or to a drugstore to which an off-sale license had been issued on or prior to May 1, 1994.

(b) A city of the first class may issue an off-sale license to an exclusive liquor store, a food retailer, a general food store to which an off-sale license had been issued on August

1, 1989, or a drugstore to which an off-sale license had been issued on or prior to May 1, 1994.

(c) With the approval of the commissioner, a city owning and operating a municipal liquor store under section 340A.601 may issue an off-sale intoxicating liquor license to a food retailer.

Sec. 3. Minnesota Statutes 2016, section 340A.412, subdivision 3, is amended to read:

Subd. 3. **Limitations on issuance of licenses to one person or place.** (a) A municipality may not issue more than one off-sale intoxicating liquor license to any one person or for any one place.

(b) A municipality may not allow the same business name to be used by more than one of its off-sale intoxicating liquor licensees.

(c) For purposes of this subdivision, "person" means:

(1) a holder of an off-sale intoxicating liquor license;

(2) an officer, director, agent, or employee of a holder of an off-sale intoxicating liquor license; or

(3) an affiliate of a holder of an off-sale intoxicating liquor license, regardless of whether the affiliation is corporate or by management, direction, or control.

(d) This subdivision does not apply to an off-sale license issued to a food retailer under section 340A.405.

Sec. 4. Minnesota Statutes 2016, section 340A.412, is amended by adding a subdivision to read:

Subd. 15. **Food retailers.** An off-sale intoxicating liquor license issued to a food retailer under section 340A.405 authorizes the food retailer to sell malt liquor, wine, and Minnesota-distilled spirits meeting the requirements of section 340A.22 or 340A.315.

Sec. 5. Minnesota Statutes 2016, section 340A.413, subdivision 5, is amended to read:

Subd. 5. **Off-sale licenses.** (a) No off-sale intoxicating liquor license may be issued in any city, except as provided in this section, in excess of the following limits:

(1) in cities of the first class, not more than one off-sale license for each 5,000 population; and

(2) in all other cities the limit shall be determined by the governing body of the city.

(b) This subdivision does not apply to an off-sale license issued to a food retailer under section 340A.405.

Sec. 6. Minnesota Statutes 2016, section 340A.503, subdivision 4, is amended to read:

Subd. 4. **Entering licensed premises.** (a) It is unlawful for a person under the age of 21 years to enter an establishment licensed for the sale of alcoholic beverages or any municipal liquor store for the purpose of purchasing or having served or delivered any alcoholic beverage.

(b) Notwithstanding section 340A.509, no ordinance enacted by a statutory or home rule charter city may prohibit a person 18, 19, or 20 years old from entering an establishment licensed under this chapter to:

(1) perform work for the establishment, including the serving of alcoholic beverages, unless otherwise prohibited by section 340A.412, subdivision 10;

(2) consume meals; and

(3) attend social functions that are held in a portion of the establishment where liquor is not sold.

(c) Notwithstanding section 340A.509, a local authority may not enact an ordinance that prohibits a person under the age of 21 years from entering a food retailer licensed for off-sale under section 340A.405.

Sec. 7. **EFFECTIVE DATE.**

Sections 1 to 6 are effective ....

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Executive Summary
City Council Regular Meeting: September 11, 2018

AGENDA ITEM: Thermal Imaging Camera Purchase	**AGENDA SECTION:** Consent
PREPARED BY: Tim Schneider, Police Chief	**AGENDA NO. 4.G.**
ATTACHMENTS: Quote, Summary Letter	**APPROVED BY: cgh**
RECOMMENDED ACTION: Motion to approve purchase of demo Noptic Thermal Imaging Camera as quoted by CopsGear.	

SUMMARY
Plainview PD has had a “Noptic” brand thermal imaging camera installed as a demo on our 2017 Ford Police Utility since the installation of the police equipment when it was put into service summer of 2017. I recently asked CopsGear for a quote for the camera as it has shown its value and we would like to keep it permanently. I have attached the quote and will expound on the potential uses in the attached letter.

RECOMMENDATION
Staff recommends approval to purchase the “Noptic” Thermal Imaging Camera currently installed on the 2017 Ford Police Utility per the attached quote from CopsGear.

PLAINVIEW POLICE DEPARTMENT
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9-6-17

Mr. Mayor, City Council, and City Administrator:

I would like to submit for your consideration a proposal to purchase a "Noptic" brand thermal imaging camera that is currently in use on the 2017 Ford Interceptor Utility.

I have attached a quote from CopsGear, the company that does the outfitting of our squad cars when they are new. The thermal camera that we are speaking of was installed as a demo unit when the Interceptor Utility was originally outfitted for duty use.

The Noptic camera uses our mobile based rugged laptops as the monitor and recorder. We have had an opportunity to test the unit at short and long distances as well as in varying weather conditions and it is a great asset in our "toolkit." This isn't something that I envision having on every squad. The current 2017 squad will move to a "night squad" once we have the 2019 squad in place. The squads will be nearly identical (minus the thermal camera) if pricing, availability, etc., remains the same.

Current uses for the PD and City are as follows:

- Person Searches – This is the first thing that comes to mind when speaking of a thermal camera. Quite often our department searches for people and we are also asked to assist other departments with searches as well. From lost children to criminals at large, I can think of a number of recent situations where this technology either has or would have made our job more efficient and safer. This is "see in the dark" technology. A person or animal is bright white in contrast to the dark world at night. PPD was asked just a few nights ago to be ready to assist with this technology on a "man with a gun" call as it was dispatched in a neighboring area. Also think of vehicle crashes where one or more persons are unaccounted for.

- <u>Item Searches Where Heat Matters</u> – This isn't something that immediately comes to mind, but there are a number of "secondary" uses for this technology. A few that I have thought of are parked vehicles in cases where an individual is stating that it "hasn't been driven" and a clear heat signature can prove that untrue. A firearm used and tossed aside would potentially have enough residual heat to be located with thermal technology.

- <u>Officer Safety</u> – When we have a tool, we should use it. Thermal imaging can be on and ready to survey the scene as we approach at night. If it is a domestic or other inherently violent or dangerous call, where the suspect has left the residence and is waiting for us, we have the potential to see them in the dark. We don't have to approach unknowingly.

- <u>Surveillance</u> – An officer can watch a larger area from a safer distance with thermal imaging. We may be watching a residence or business for a number of reasons and thermal offers a much better result than relying on street light and the naked eye. This can be particularly helpful when there are instances of vehicles being gone through, damage to parks, etc., which we have recently had issues with.

I know that sometimes "sharing" our resources (including our on-duty officer) with other agencies can cause some anxiety and heartburn. I've spoken a number of times about the importance of mutual aid and that it really is a savings to everyone if we can lean on each other when we need an extra officer for a hotter than average call. This type of equipment in my opinion falls in the same category. Every squad doesn't need a thermal camera. There is equipment that we have access to from neighboring jurisdictions that we don't have ourselves and this would be another tool in the collective toolkit that can be deployed when it's needed for neighbors and otherwise used for Plainview PD's needs 365 days a year.

The cost of the unit as quoted is $3,200. The normal price is over $4,300 with the LED spotlight that we were provided and an installation charge, which has been waived. The PD Equipment Repair/Maintenance budget is in great shape so far this year and barring unforeseen circumstances, should be able to bear the cost of this camera. I would ask approval to use that line item to fund this purchase.

Respectfully,

Tim Schneider #700
Chief of Police

COPSGEAR.com
POLICE • FIRE • PUBLIC SAFETY & MORE

Estimate

Date	Estimate #
8/17/2018	2183

Columbia City, IN 46725 Phone: 260-244-3333
Fax: 310-230-5604

Name / Address
Plainview Police Department 241 West Broadway Plainview, Minnesota 55964

SHIPPING CHARGES WILL APPLY ON ALL ORDERS
"All Quotes require a signature serving as an agreement between both parties guaranteeing purchase. Special exceptions apply."

Signature______________________

Date______________ Title______________

Please sign and Fax to 310-230-5604 for approval of this quote. Notice 3 to 4 weeks Lead time for Manufacturer's to ship some items. Non Stock Items will not be ordered until this Estimate is signed and returned to Copsgear

Terms	Cust. P.O. No.	Expiration Date	Rep
Net 30		9/16/2018	JC

Item	Description	Qty	Unit Price	Total
LED complete 30hz Bulb & ...	30hz LED Spot Lamp, Noptic NV3 Thermal Camera, Mount housing, USB to Video adaptor/Converter, Complete System (FREE LED UPGRADED BULB)	1	3,200.00	3,200.00
Installation / Repair	NO CHARGE for Installation and Software Configuration. This Will not be charges per Owner Josh Church a Savings of $250 Thermal Camera normal price is $3900 for Halogen Only. LED normally upgrade cost. NO CHARGE for LED upgrade per Josh Church	1	0.00	0.00

1) If any legal efforts are needed to collect an outstanding balance, the customer agrees to pay all attorney fees and costs of collection.
2) The customer agrees that jurisdiction and venue for any legal disputes is Whitley Co, IN.
3) All overdue invoices are subject to up to 15% overdue fees.

All work is complete! Thank you for your business.

Subtotal	$3,200.00
Sales Tax (0.0%)	$0.00
Total	$3,200.00

Found a Lower Price? We price match 99% of the time.

CITY OF
PLAINVIEW
MINNESOTA

The Heart of Greenwood Prairie

Executive Summary
City Council Regular Meeting: September 11, 2018

AGENDA ITEM: Peace Corps Event	**AGENDA SECTION:** Consent
PREPARED BY: Clarissa Hadler, City Administrator	**AGENDA NO. 4.H.**
ATTACHMENTS: Governor's Proclamation Application	**APPROVED BY: cgh**

RECOMMENDED ACTION:

1. **Motion** to approve permit for exclusive use of Trailhead Park for Peace Corps Dedication event on 9/22/18 from 10 am – 1 pm.
2. **Motion** to approve exclusive event parking during event on 3rd Street SW between Highway 42 and 2nd Avenue SW.
3. **Motion** to approve request for Governor's Proclamation.

BACKGROUND

Ken Flies, a former resident of Plainview, is assisting the organization of a dedication of the Peace Corps markers located at Trailhead Park. Mr. Flies has requested a limited amount of assistance from the City for this event, which may draw 50 – 200 former Peace Corps members and guests to the community for the event.

Staff is recommending the above motions.

From:	Ken Flies
To:	Clarissa Hadler
Subject:	Peace Corps Event
Date:	Thursday, August 30, 2018 4:36:48 PM
Attachments:	Dedication Event PR_ver2_082318.docx Dedication Event Reading_ver3_082518.docx

Clarissa-

As you may or may not know a dedication of the Peace Corps marker in the Trailhead Park is planned for September 22, 2018, followed by a launch and reading of my new memoir at the Legion afterwards. The book was originally suggested by the Minnesota Historical Society in conjunction with the marker. I hope there aren't any other big parades or celebrities coming to town on that day. I have attached the press releases on the event. These are going out to the press soon so keep the info on a need to know basis if possible.

In addition to Mr. Blumhorst (mentioned in the press release) there will be other speakers: someone from the Peace Corps itself and at the moment someone from the Hubert Humphrey family, possibly the Governor but that is not certain at this time. One suggestion that has been made is to get the Governor to issue a proclamation declaring it Peace Corps Day in Minnesota. September 22nd is the 57th anniversary of the signing of the Peace Corps Act in 1961 that was done by Hubert Humphrey. It was suggested that the request for the proclamation come from the City of Plainview. Your thoughts? I can assist with this if you like.

Also what do we have to be cognizant of concerning the City? Do we need some sort of permit (now that we know Plainview owns the property), parking directions or regulations, police involvement etc. We are instructing folks to park at and around the Legion where the reading event will be after the dedication and walk the two blocks to the Trailhead.

Thanks Clarissa. Let maybe chat this coming week.

Kindest Regards,

Ken Flies
4311B Clemson Circle
Eagan, MN, 55122
O: 651-207-6275
C: 952-334-4092
kenflies@comcast.net
keduganf@gmail.com

PRESS RELEASE

CONTACT: Rachel M. Anderson, Publicist
952-240-2513 / rachel@rmapublicity.com

First Peace Corps Marker in the United States to be dedicated in Plainview, MN on Sept. 22

(Plainview, MN) – Saturday, September 22, 2018, marks the 57th anniversary of the day Congress passed the Peace Corps Act, and Plainview, Minn., played a key role in what has been called "one of America's greatest social experiments."

In 1962, four of the first 3,000 volunteers that staffed the first countries (out of some 58,000 applicants) came from the Plainview area, a town that at the time had only 1,400 citizens. To celebrate the Southern Minnesota town's contribution, the first Peace Corps marker to be placed in the United States will be dedicated in Plainview on Sept. 22.

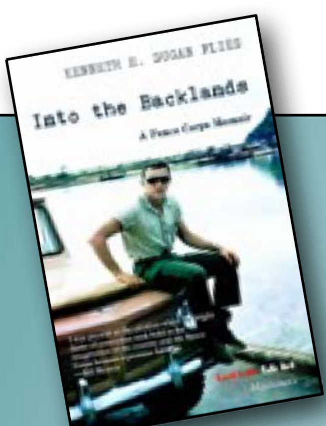
The dedication ceremony will begin at 1 p.m. at the Great River Ridge Bike trailhead at the intersection Minnesota State Highway 42 and 3rd Street in Plainview. The public is encouraged to park at the American Legion building at the corner of 3rd Street and 4th Avenue where there is ample parking. The trailhead is located two blocks south of the American Legion.

The only surviving member of the original group of volunteers, Ken Flies, will be on hand for the ceremony. He was just 19 when he joined the Peace Corps.

The marker dedication will be followed by a book signing event for Flies' memoir, ***Into the Backlands***, which will be held at the American Legion Hall in Plainview beginning at 2 p.m. At the time of the marker's conception, Flies was encouraged by the Minnesota Historical Society to write a memoir of his experience in the backlands of Brazil in the early days of the Corps. ***Into the Backlands*** was released on Jun 19th of this year. This event marks the public launch of the memoir.

History of the Peace Corps

The idea of the Peace Corps was first formulated by then Minnesota Senator Hubert Humphrey, who championed the bill through Congress and also gave the Peace Corps its name. He considered the establish of the Peace Corps as one of his three great accomplishments as a Senator, along with his leadership in establishing the Nuclear Test Ban Treaty and the Civil Rights Act of 1964. In the early years of the Peace Corps Minnesota was consistently in the top five of all states in supplying Volunteers.



Into the Backlands

Kenneth E. Dugan Fliés

FeatureArticle

RMA Publicity

The keynote speaker at the event will be the President and CEO of the National Peace Corps Association (NPCA), Glenn Blumhorst. The Washington D.C. - based NCPA is a non-profit representing the interests of the more than 230,000 men and women who have served in the Corps. The NPCA's mission is: "to champion lifelong commitment to Peace Corps ideals."

Prior to assuming the helm of the NPCA, Blumhorst was a Peace Corps Volunteer in Guatemala from 1988 to 1991, followed by an 18 year career with ACDI/VOCA, a non-profit international development organization based in Washington D.C. His work had taken him to over 65 countries. Glenn Blumhorst holds Bachelor's and Master's Degrees from the University of Missouri. His wife, also a volunteer in Guatemala, is from Waconia, Minn.

EDITOR'S NOTE: To arrange an interview with Ken Flies, contact Rachel M. Anderson, Publicist, at 952-240-2513 or rachel@rmapublicity.com.

OFFICE OF GOVERNOR MARK DAYTON
Proclamation Request Form

STATE OF MINNESOTA
L'Étoile du Nord

POLICY

The Office of Governor Mark Dayton will issue proclamations for extraordinary state or local events that deserve special recognition from the Governor. Proclamations will be issued for events or activities that affect a broad group of people. Content and subject matter of the proclamation must not take sides in matters of political, ideological or religious controversy or individual convictions. Official proclamations will not be issued to honor birthdays or retirements.

Proclamations must not be used in whole or as part of an advertisement or commercial promotion. Any use of the proclamation in a news release or any other publication must be approved by the Governor's Office prior to publication. Requests for proclamations must be made by a Minnesota resident.

Organizations are limited to one proclamation request within the same calendar year.

The Governor's Office reserves the right to modify or deny any proclamation request. The issuance of any proclamation does not indicate gubernatorial endorsement of the event or the content of the event being proclaimed, and cannot be used for fundraising purposes.

PROCEDURES

Complete the Proclamation Request Form (all requests must be in writing) **at least 20 calendar days in advance of the date it is needed.**

1. Proclamation requests must include the following:
   - Contact person's full name, address, telephone number(s) and email address.
   - The date when the proclamation is needed.
   - A brief summary or background of the event and/or organization making the request.
   - The name and date(s) of the day, week, month or event to be proclaimed.
   - Proposed proclamation text (no more than 300 words in length), including "Whereas" clauses and a "Now therefore" (what is being proclaimed?)

2. Mail, hand deliver, or Email the form to:

   Kate Carlucci
   Office of Governor Mark Dayton
   75 Rev. Dr. Martin Luther King Jr. Blvd.
   Ste. 130
   Saint Paul, MN 55155-1611

   Email: proclamations.gov@state.mn.us

Note: The preferred form of submission is via e-mail. All other forms of submission will take additional time to process.

If you want your proclamation published in the State Register, please contact Sean Plemmons at 651-297-7963.

Today's Date: September 4, 2018

Date(s) of Proclamation: September 22, 2018

Name of Organization:

City of Plainview

Organization Address:

241 W. Broadway
Plainview, MN 55964

Contact Information

Name	Clarrisa Hadler
Title	City Clerk Administrator
Phone:	507-534-2229
Email:	c. hadler@plainview.com

Purpose of Proclamation:

The concept of Peace and it name were proposed by then Minnesota Senator Hubert Humphrey. Minnesota Senator Hubert Humphrey was the orginator of the Peace concept and name and also the Senate leader in establishing the Peace Corps Act which was signed on September 22, 1961. In 1962 four of the first 3,000 Peace Corps Volunteers that staffed the first countries came from the Plainview area, a town at that time of only 1400 citizens. In the first fifty years of the Peace Corps Plainview has supplied a dozen Volunteers. In 2014 an historical marker was erected utilizing the State Legacy Program and funding. This historical marker is believed to be the first historical marker to the Peace Corps anywhere in the United States.

Draft Language of Proclamation:

WHEREAS a Peace Corps historical marker, the first ever in the United States, was place in Plainview, Minnesota representing the State of Minnesota and the City of Plainview's unique role in the founding, establishment, and continued success of the Peace Corps, with its stated objective: "To promote world peace and friendship through a Peace Corps, which shall make available to interested countries and areas men and women of the United States qualified for service abroad and willing to serve, under conditions of hardship if necessary, to help the peoples of such countries and areas in meeting their needs for trained manpower," NOW THEREFORE given that said marker will be dedicated on September 22, 2018, the fifty-seventh anniversary of the passing and signing of the Peace Corps Act led by Minnesota Senator Hubert H. Humphrey, September 22, 2018 shall be designated as Peace Corps Recognition Day in the State of Minnesota.

Upon completion of the proclamation, we will email you a PDF version of your proclamation and call you. Please select how you would like to receive the hard copy of your proclamation:

- (●) I will pick up my proclamation from the Governor's Office (address below)
- ( ) I would like my proclamation mailed to me at the address indicated on Page 2 of this form.

What date would you like your proclamation mailed to you/ready for pickup? **Please allow for a minimum of 20 days from the date of your request.** Please allow for an additional 2-3 days if you would like your proclamation mailed to you.

September 20, 2018

Mail, hand deliver, or Email the form to:

Office Of Governor Mark Dayton
75 Rev Dr. Martin Luther King Jr. Blvd.
Suite 130
St. Paul, MN 55155

Email:
proclamations.gov@state.mn.us

CITY OF
PLAINVIEW
MINNESOTA

The Heart of Greenwood Prairie

Executive Summary
City Council Regular Meeting: August 13, 2018

AGENDA ITEM: Liquor Store Ticket Booth	**AGENDA SECTION:** Consent
PREPARED BY: Alisha Mohs, Liquor Manager	**AGENDA NO. 4.I.**
ATTACHMENTS:	**APPROVED BY: cgh**
RECOMMENDED ACTION: Motion to authorize Liquor Store Manager to sell the liquor store ticket booth for best offer.	

SUMMARY
In the past, the liquor store has sold drink tickets for the Friday night Fireman's Dance during Corn on the Cob Days. This past dance we did cash only to cut down on people waiting in lines. It was very successful; therefore, we do not foresee a use for this ticket booth. It was taking up a parking spot so has been moved to the Public Works parking lot. This ticket booth building could be used as a storage shed or a hunting stand. Staff believes we can get approximately $800 for the booth.

CITY OF
PLAINVIEW
MINNESOTA

The Heart of Greenwood Prairie

Executive Summary
City Council Regular Meeting: September 11, 2018

AGENDA ITEM:	2019 Wabasha County Maintenance Agreement	**AGENDA SECTION:** Consent
PREPARED BY:	Michael L. Burgdorf, Public Works Director	**AGENDA NO.** 4.J.
ATTACHMENTS: Approved Wabasha County Maintenance Agreement		**APPROVED BY: cgh**
RECOMMENDED ACTION: MOTION TO APPROVE		

Every year about this time the City gets this maintenance agreement from the Wabasha County Board. I would recommend that the Plainview City Council approve this agreement. Though the monetary value is not much it provides the citizens of Plainview a more efficient cleared street system in the winter during snow events.

Maintenance Agreement
Between Wabasha County and the City of Plainview

WHEREAS, Wabasha County State Aid Highways 56 and 57 are within the City of Plainview; and

WHEREAS, Wabasha County is obliged to maintain these roads; and

WHEREAS, It is beneficial for the citizens of the City of Plainview and Wabasha County to have the City of Plainview perform the following maintenance activities on the listed road segments:

Sweeping and removal of debris.
Snow and ice control including applying salt and/or abrasives and removal by the method shown in the table below

Road	Termini	Snow/Ice Removal Method	Length (miles)	Annual Payment Rate ($/mile)	Amount
CSAH 56 (3rd St SW)	TH 42 - 2nd Ave SW	Plowing	0.32	1,651	528.32
CSAH 56 (3rd St SW)	2nd Ave SW - W Broadway	Plowing and Hauling	0.14	4,128	577.92
CSAH 57 (9th and 10th St SW)	TH 42 - W Broadway	Plowing	0.49	1,651	808.99
				Total Annual Amount =	**$1,915.23**

NOW THEREFORE, IT IS MUTUALLY AGREED AS FOLLOWS:
That Wabasha County agrees to pay the City of Plainview for performing the above described maintenance activities on the listed roads from January 1, 2019 through December 31, 2019 in one annual payment having a total amount of $1915.23.

The City of Plainview agrees to indemnify and hold harmless Wabasha County from any claims, losses, costs, expenses or damages resulting from the acts or omissions of the respective officers, agents, or employees relating to the activities conducted by the City of Plainview under this Agreement. The City of Plainview will be solely responsible for its own employees for any Workers Compensation claims.

IN WITNESS WHEREOF, the parties have caused this agreement to be executed.

City of Plainview, Minnesota	**County of Wabasha**
APPROVED:	APPROVED:
	Brian Goihl
City Mayor Date	County Board Chair Date
ATTEST:	ATTEST:
City Mayor Date	
City Clerk Date	County Administrator Date

CITY OF
PLAINVIEW
MINNESOTA

The Heart of Greenwood Prairie

Executive Summary

City Council Regular Meeting: September 11, 2018

AGENDA ITEM:	2019 Proposed Levy	**AGENDA SECTION:** New Business
PREPARED BY:	Clarissa Hadler, City Administrator Vicki Axley, Finance Director	**AGENDA NO. 8.A.**
ATTACHMENTS:	Draft Resolution	**APPROVED BY: cgh**

RECOMMENDED ACTION: Motion to approve Resolution setting Proposed 2019 Levy and setting the Truth in Taxation hearing date for December 11, 2018, at 6:00 p.m. at City Hall.

SUMMARY

Minnesota Statute 275.065 Subdivision 1(a) requires that by the end of September, cities shall certify to the county auditor the proposed property tax levy for taxes payable the following year. This proposed levy establishes a "ceiling" for the tax levy and allows the City the opportunity to reduce the levy after the ceiling is set until final certification in December.

Staff has been working on the draft budget for a couple of months and had two discussions so far regarding this budget with the Council at work sessions. Ongoing review of individual department operating and capital budgets will happen in the coming weeks, with departmental budget presentations taking place at the October Work Session. The CIP and final budget will be considered for final adoption by the City Council in December after the Truth in Taxation hearing.

Staff has utilized these early discussions and draft budgets to determine that the Proposed 2019 levy should be set at $2,235,500. This amount reflects an increase in the levy of $219,341. Part of this increase is due to the Council deciding this year to fully fund the budget and CIP through the levy, leaving all enterprise fund profits and the existing reserves intact. Due to a higher than normal increase in the city's estimated market value and net tax capacity, the proposed levy will produce the same tax rate of 96.42% the city had in 2018, which was slightly less than the 2017 tax rate of 96.58%. Despite the steady tax rate, property owners may see an increase in their taxes due to an increase in the value of their property.

RECOMMENDATION

Staff recommends approval of a resolution setting the Proposed 2019 Levy and Setting the Truth in Taxation Hearing date of December 11, 2018, at 6:00 p.m. at City Hall.

CITY OF PLAINVIEW
WABASHA COUNTY, MINNESOTA

RESOLUTION 2018-16

SETTING THE 2019 PROPOSED LEVY AND TRUTH IN TAXATION HEARING DATE

WHEREAS, the City Council of the City of Plainview has determined that operating budgets of governmental funds for the year 2019 are currently estimated in the amount of $2,950,000; and

WHEREAS, the City Council of the City of Plainview has determined that debt service expenditures for the year 2019 will be in the amount of $274,116; and

WHEREAS, the City Council of the City of Plainview has determined that capital investments and projects budgets for the year 2019 should be at least $350,000; and

WHEREAS, the City Council has determined that actual incomes and anticipated aids will be approximately $1,360,000; and

WHEREAS, the City Council has determined that the tax rate for city taxes should not exceed the 2018 tax rate.

NOW, THEREFORE BE IT RESOLVED, that the total 2019 Proposed Levy certified to the Wabasha County Auditor shall be $2,235,500; and

BE IT FURTHER RESOLVED, that the City Council of the City of Plainview will conduct a Public Hearing for the purpose of presenting the proposed budget and levy to the general public and to comply with Truth in Taxation laws as set by the Minnesota State Legislature, and that the hearing shall take place on Tuesday, December 11, 2018, at 6:00 P.M., in the Council Chambers at the City Hall.

ADOPTED this 11th day of September, 2018.

____
Roger Ziebell, Mayor

ATTEST:

____
MariClair Schneider, City Clerk

275.065 PROPOSED PROPERTY TAXES; NOTICE.

Subdivision 1. **Proposed levy.** (a) Notwithstanding any law or charter to the contrary, on or before September 30, each county, home rule charter or statutory city, town, and special taxing district, excluding the Metropolitan Council and the Metropolitan Mosquito Control Commission, shall certify to the county auditor the proposed property tax levy for taxes payable in the following year. For towns, the final certified levy shall also be considered the proposed levy.

(b) Notwithstanding any law or charter to the contrary, on or before September 15, the Metropolitan Council and the Metropolitan Mosquito Control Commission shall adopt and certify to the county auditor a proposed property tax levy for taxes payable in the following year.

(c) On or before September 30, each school district that has not mutually agreed with its home county to extend this date shall certify to the county auditor the proposed property tax levy for taxes payable in the following year. Each school district that has agreed with its home county to delay the certification of its proposed property tax levy must certify its proposed property tax levy for the following year no later than October 7. The school district shall certify the proposed levy as:

(1) a specific dollar amount by school district fund, broken down between voter-approved and non-voter-approved levies and between referendum market value and tax capacity levies; or

(2) the maximum levy limitation certified by the commissioner of education according to section 126C.48, subdivision 1.

(d) If the board of estimate and taxation or any similar board that establishes maximum tax levies for taxing jurisdictions within a first class city certifies the maximum property tax levies for funds under its jurisdiction by charter to the county auditor by the date specified in paragraph (a), the city shall be deemed to have certified its levies for those taxing jurisdictions.

(e) For purposes of this section, "special taxing district" means a special taxing district as defined in section 275.066. Intermediate school districts that levy a tax under chapter 124 or 136D, joint powers boards established under sections 123A.44 to 123A.445, and Common School Districts No. 323, Franconia, and No. 815, Prinsburg, are also special taxing districts for purposes of this section.

(f) At the meeting at which a taxing authority, other than a town, adopts its proposed tax levy under this subdivision, the taxing authority shall announce the time and place of any subsequent regularly scheduled meetings at which the budget and levy will be discussed and at which the public will be allowed to speak. The time and place of those meetings must be included in the proceedings or summary of proceedings published in the official newspaper of the taxing authority under section 123B.09, 375.12, or 412.191.

Subd. 1a. **Overlapping jurisdictions.** In the case of a taxing authority lying in two or more counties, the home county auditor shall certify the proposed levy and the proposed local tax rate to the other county auditor by October 5, unless the home county has agreed to delay the certification of its proposed property tax levy, in which case the home county auditor shall certify the proposed levy and the proposed local tax rate to the other county auditor by October 10. The home county auditor must estimate the levy or rate in preparing the notices required in subdivision 3, if the other county has not certified the appropriate information. If requested by the home county auditor, the other county auditor must furnish an estimate to the home county auditor.

Subd. 1b. [Repealed, 1992 c 511 art 3 s 9]

Subd. 1c. **Levy; shared, merged, consolidated services.** If two or more taxing authorities are in the process of negotiating an agreement for sharing, merging, or consolidating services between those taxing authorities at the time the proposed levy is to be certified under subdivision 1, each taxing authority involved in the negotiation shall certify its total proposed levy as provided in that subdivision, including a notification to the county auditor of the specific service involved in the agreement which is not yet finalized. The affected taxing authorities may amend their proposed levies under subdivision 1 until October 10 for levy amounts relating only to the specific service involved.

Subd. 1d. **Failure to certify proposed levy.** If a taxing authority fails to certify its proposed levy by the due dates specified under subdivisions 1, 1a, and 1c, the county auditor shall use the authority's previous year's final levy under section 275.07, subdivision 1, for purposes of determining its proposed property tax notices and public advertisements under this section.

Subd. 2. [Repealed, 1Sp1989 c 1 art 9 s 85]

Subd. 3. **Notice of proposed property taxes.** (a) The county auditor shall prepare and the county treasurer shall deliver after November 10 and on or before November 24 each year, by first class mail to each taxpayer at the address listed on the county's current year's assessment roll, a notice of proposed property taxes. Upon written request by the taxpayer, the treasurer may send the notice in electronic form or by electronic mail instead of on paper or by ordinary mail.

(b) The commissioner of revenue shall prescribe the form of the notice.

(c) The notice must inform taxpayers that it contains the amount of property taxes each taxing authority proposes to collect for taxes payable the following year. In the case of a town, or in the case of the state general tax, the final tax amount will be its proposed tax. The notice must clearly state for each city that has a population over 500, county, school district, regional library authority established under section 134.201, and metropolitan taxing districts as defined in paragraph (i), the time and place of a meeting for each taxing authority in which the budget and levy will be discussed and public input allowed, prior to the final budget and levy determination. The taxing authorities must provide the county auditor with the information to be included in the notice on or before the time it certifies its proposed levy under subdivision 1. The public must be allowed to speak at that meeting, which must occur after November 24 and must not be held before 6:00 p.m. It must provide a telephone number for the taxing authority that taxpayers may call if they have questions related to the notice and an address where comments will be received by mail, except that no notice required under this section shall be interpreted as requiring the printing of a personal telephone number or address as the contact information for a taxing authority. If a taxing authority does not maintain public offices where telephone calls can be received by the authority, the authority may inform the county of the lack of a public telephone number and the county shall not list a telephone number for that taxing authority.

(d) The notice must state for each parcel:

(1) the market value of the property as determined under section 273.11, and used for computing property taxes payable in the following year and for taxes payable in the current year as each appears in the records of the county assessor on November 1 of the current year; and, in the case of residential property, whether the property is classified as homestead or nonhomestead. The notice must clearly inform taxpayers of the years to which the market values apply and that the values are final values;

(2) the items listed below, shown separately by county, city or town, and state general tax, agricultural homestead credit under section 273.1384, school building bond agricultural credit under section 273.1387, voter approved school levy, other local school levy, and the sum of the special taxing districts, and as a total of all taxing authorities:

(i) the actual tax for taxes payable in the current year; and

(ii) the proposed tax amount.

If the county levy under clause (2) includes an amount for a lake improvement district as defined under sections 103B.501 to 103B.581, the amount attributable for that purpose must be separately stated from the remaining county levy amount.

In the case of a town or the state general tax, the final tax shall also be its proposed tax unless the town changes its levy at a special town meeting under section 365.52. If a school district has certified under section 126C.17, subdivision 9, that a referendum will be held in the school district at the November general election, the county auditor must note next to the school district's proposed amount that a referendum is pending and that, if approved by the voters, the tax amount may be higher than shown on the notice. In the case of the city of Minneapolis, the levy for Minneapolis Park and Recreation shall be listed separately from the remaining amount of the city's levy. In the case of the city of St. Paul, the levy for the St. Paul Library Agency must be listed separately from the remaining amount of the city's levy. In the case of Ramsey County, any amount levied under section 134.07 may be listed separately from the remaining amount of the county's levy. In the case of a parcel where tax increment or the fiscal disparities areawide tax under chapter 276A or 473F applies, the proposed tax levy on the captured value or the proposed tax levy on the tax capacity subject to the areawide tax must each be stated separately and not included in the sum of the special taxing districts; and

(3) the increase or decrease between the total taxes payable in the current year and the total proposed taxes, expressed as a percentage.

For purposes of this section, the amount of the tax on homesteads qualifying under the senior citizens' property tax deferral program under chapter 290B is the total amount of property tax before subtraction of the deferred property tax amount.

(e) The notice must clearly state that the proposed or final taxes do not include the following:

(1) special assessments;

(2) levies approved by the voters after the date the proposed taxes are certified, including bond referenda and school district levy referenda;

(3) a levy limit increase approved by the voters by the first Tuesday after the first Monday in November of the levy year as provided under section 275.73;

(4) amounts necessary to pay cleanup or other costs due to a natural disaster occurring after the date the proposed taxes are certified;

(5) amounts necessary to pay tort judgments against the taxing authority that become final after the date the proposed taxes are certified; and

(6) the contamination tax imposed on properties which received market value reductions for contamination.

(f) Except as provided in subdivision 7, failure of the county auditor to prepare or the county treasurer to deliver the notice as required in this section does not invalidate the proposed or final tax levy or the taxes payable pursuant to the tax levy.

(g) If the notice the taxpayer receives under this section lists the property as nonhomestead, and satisfactory documentation is provided to the county assessor by the applicable deadline, and the property qualifies for the homestead classification in that assessment year, the assessor shall reclassify the property to homestead for taxes payable in the following year.

(h) In the case of class 4 residential property used as a residence for lease or rental periods of 30 days or more, the taxpayer must either:

(1) mail or deliver a copy of the notice of proposed property taxes to each tenant, renter, or lessee; or

(2) post a copy of the notice in a conspicuous place on the premises of the property.

The notice must be mailed or posted by the taxpayer by November 27 or within three days of receipt of the notice, whichever is later. A taxpayer may notify the county treasurer of the address of the taxpayer, agent, caretaker, or manager of the premises to which the notice must be mailed in order to fulfill the requirements of this paragraph.

(i) For purposes of this subdivision and subdivision 6, "metropolitan special taxing districts" means the following taxing districts in the seven-county metropolitan area that levy a property tax for any of the specified purposes listed below:

(1) Metropolitan Council under section 473.132, 473.167, 473.249, 473.325, 473.446, 473.521, 473.547, or 473.834;

(2) Metropolitan Airports Commission under section 473.667, 473.671, or 473.672; and

(3) Metropolitan Mosquito Control Commission under section 473.711.

For purposes of this section, any levies made by the regional rail authorities in the county of Anoka, Carver, Dakota, Hennepin, Ramsey, Scott, or Washington under chapter 398A shall be included with the appropriate county's levy.

(j) The governing body of a county, city, or school district may, with the consent of the county board, include supplemental information with the statement of proposed property taxes about the impact of state aid increases or decreases on property tax increases or decreases and on the level of services provided in the affected jurisdiction. This supplemental information may include information for the following year, the current year, and for as many consecutive preceding years as deemed appropriate by the governing body of the county, city, or school district. It may include only information regarding:

(1) the impact of inflation as measured by the implicit price deflator for state and local government purchases;

(2) population growth and decline;

(3) state or federal government action; and

(4) other financial factors that affect the level of property taxation and local services that the governing body of the county, city, or school district may deem appropriate to include.

The information may be presented using tables, written narrative, and graphic representations and may contain instruction toward further sources of information or opportunity for comment.

Subd. 3a. [Repealed, 1Sp2003 c 21 art 4 s 13]

Subd. 4. **Costs.** If the reasonable cost of the county auditor's services and the cost of preparing and mailing the notice required in this section exceed the amount distributed to the county by the commissioner of revenue to administer this section, the taxing authority must reimburse the county for the excess cost. The excess cost must be apportioned between taxing jurisdictions as follows:

(1) one-third is allocated to the county;

(2) one-third is allocated to cities and towns within the county; and

(3) one-third is allocated to school districts within the county.

The amounts in clause (2) must be further apportioned among the cities and towns in the proportion that the number of parcels in the city and town bears to the number of parcels in all the cities and towns within the county. The amount in clause (3) must be further apportioned among the school districts in the proportion that the number of parcels in the school district bears to the number of parcels in all school districts within the county.

Subd. 5. [Repealed, 1Sp1989 c 1 art 9 s 85]

Subd. 5a. [Repealed, 2009 c 88 art 3 s 10]

Subd. 6. **Adoption of budget and levy.** (a) The property tax levy certified under section 275.07 by a city of any population, county, metropolitan special taxing district, regional library district, or school district must not exceed the proposed levy determined under subdivision 1, except by an amount up to the sum of the following amounts:

(1) the amount of a school district levy whose voters approved a referendum to increase taxes under section 123B.63, subdivision 3, or 126C.17, subdivision 9, after the proposed levy was certified;

(2) the amount of a city or county levy approved by the voters after the proposed levy was certified;

(3) the amount of a levy to pay principal and interest on bonds approved by the voters under section 475.58 after the proposed levy was certified;

(4) the amount of a levy to pay costs due to a natural disaster occurring after the proposed levy was certified, if that amount is approved by the commissioner of revenue under subdivision 6a;

(5) the amount of a levy to pay tort judgments against a taxing authority that become final after the proposed levy was certified, if the amount is approved by the commissioner of revenue under subdivision 6a;

(6) the amount of an increase in levy limits certified to the taxing authority by the commissioner of education or the commissioner of revenue after the proposed levy was certified;

(7) the amount required under section 126C.55;

(8) the levy to pay emergency debt certificates under section 475.755 authorized and issued after the proposed levy was certified; and

(9) the amount of unallotment under section 16A.152 that was recertified under section 275.07, subdivision 6.

(b) This subdivision does not apply to towns and special taxing districts other than regional library districts and metropolitan special taxing districts.

(c) Notwithstanding the requirements of this section, the employer is required to meet and negotiate over employee compensation as provided for in chapter 179A.

Subd. 6a. **Approval of commissioner.** (a) A taxing authority may appeal to the commissioner of revenue for authorization to levy an amount over the amount of the proposed levy. The taxing authority must provide evidence satisfactory to the commissioner that it has incurred costs for the purposes specified in paragraph (b). The commissioner may approve an increase in the taxing authority's levy of up to the amount of costs incurred or a lesser amount determined by the commissioner. The commissioner's decision is final.

(b) A levy addition may be made under paragraph (a) for the following costs incurred after the proposed levy is certified: (1) the unreimbursed costs to satisfy judgments rendered against the taxing authority by a court of competent jurisdiction in a tort action in excess of $50,000 or ten percent of the current year's proposed certified levy whichever is less; and (2) the costs incurred in clean up of a natural disaster. For purposes of this subdivision, "natural disaster" includes the occurrence or threat of widespread or severe damage, injury, or loss of life or property resulting from causes such as earthquake, fire, flood, windstorm, wave action, oil spill, water contamination, air contamination, or drought.

Subd. 6b. [Repealed, 2009 c 88 art 3 s 10]

Subd. 6c. [Repealed, 2009 c 88 art 3 s 10]

Subd. 7. **Certification of compliance.** At the time the taxing authority certifies its tax levy under section 275.07, it shall certify to the commissioner of revenue its compliance with this section. The certification must contain the information required by the commissioner of revenue to determine compliance with this section. If the commissioner determines that the taxing authority has failed to substantially comply with the requirements of this section, the commissioner of revenue shall notify the county auditor. The decision of the commissioner is final. When fixing rates under section 275.08 for a taxing authority that has not complied with this section, the county auditor must use the taxing authority's previous year's levy, plus any additional amounts necessary to pay principal and interest on general obligation bonds of the taxing authority for which its taxing powers have been pledged if the bonds were issued before 1989.

Subd. 8. [Repealed, 2009 c 88 art 3 s 10]

Subd. 9. [Repealed, 2009 c 88 art 3 s 10]

Subd. 10. [Repealed, 2009 c 88 art 3 s 10]

History: *1988 c 719 art 5 s 30; 1Sp1989 c 1 art 2 s 11; art 9 s 31-38; 1990 c 604 art 3 s 23-26; 1991 c 130 s 28,37; 1991 c 199 art 2 s 20; 1991 c 265 art 9 s 64-66; 1991 c 291 art 5 s 1-3; 1992 c 499 art 8 s 21; art 12 s 24,29; 1992 c 511 art 3 s 2-7; art 5 s 8; 1992 c 603 s 24; 1993 c 224 art 1 s 30; 1993 c 271 s 3; 1993 c 375 art 3 s 24; art 7 s 9-12,29; art 12 s 10; 1994 c 416 art 1 s 25-27; 1994 c 510 art 1 s 8; 1994 c 587 art 3 s 10; art 7 s 5; 1994 c 628 art 3 s 23,24; 1995 c 264 art 3 s 14,15; art 4 s 4; art 16 s 12; 1Sp1995 c 3 art 1 s 52; art 16 s 13; 1996 c 305 art 1 s 60; 1996 c 455 art 5 s 1,2; 1996 c 471 art 3 s 16-18,52; art 11 s 2; 1997 c 31 art 3 s 9; 1997 c 231 art 4 s 1-8,12; art 14 s 2; 1998 c 254 art 1 s 79; 1998 c 389 art 3 s 12,13; 1998 c 397 art 11 s 3; 1999 c 159 s 126; 2000 c 260 s 44; 1Sp2001 c 5 art 3 s 47-49; 2002 c 377 art 4 s 22; 2002 c 390 s 2; 2003 c 130 s 12; 1Sp2003 c 21 art 4 s 6; 2004 c 294 art 1 s 9; 1Sp2005 c 3 art 1 s 21-24; 2007 c 121 art 2 s 1,6; 2007 c 146 art 5 s 9,10; 2008 c 154 art 2 s 17; art 13 s 38,39; 2008 c 277 art 1 s 59; 2008 c 366 art 6 s 33,34; 2009 c 88 art 3 s 2-4; 2010 c 389 art 1 s 16; art 8 s 10; 2014 c 275 art 1 s 91; 2014 c 308 art 2 s 11; 1Sp2017 c 1 art 2 s 18; art 4 s 5; art 15 s 27; 1Sp2017 c 8 art 2 s 34*

CITY OF
PLAINVIEW
MINNESOTA

The Heart of Greenwood Prairie

Executive Summary

City Council Regular Meeting: September 11, 2018

AGENDA ITEM: EDA Housing Fund Request	**AGENDA SECTION:** New Business
PREPARED BY: Judith Jordan, EDA Director	**AGENDA NO. 8.B.**
ATTACHMENTS: Housing Request and Session Law excerpt	**APPROVED BY:**
RECOMMENDED ACTION: Motion to approve Housing Fund Request by the City Council of the City of Plainview.	

SUMMARY

The Plainview EDA is recommending that the Plainview City Council allocate $401,568, which is the principal total repaid by Haley Comfort Systems, Inc. ($300,000); and the balance of Rochester Sales Tax Funds ($101,568), which were not allocated to the City of Plainview Loan Programs, to a dedicated Plainview Housing Fund, which will then be used as a city loan program for targeted types of housing within Plainview City Limits or as matching funds for any grant program that will be used to fund targeted housing developments.

RECOMMENDATION

The Plainview EDA Board of Commissioners recommends that Council approve the motion to fund a Plainview Housing Fund using monies designated by previous Councils and in Session Law dollars by the 2013 Minnesota State Legislature stipulating the distribution and use of Rochester Sales Tax for economic development (see attached documents)

EDA REQUEST TO THE PLAINVIEW CITY COUNCIL

Tuesday, September 11, 2018

Creation of a Dedicated Economic Development Housing Fund

The Plainview Economic Development Authority requests that the Plainview City Council approve the creation of a dedicated Economic Development Housing Fund to be capitalized with $401,568, which is the principal total repaid by Haley Comfort Systems, Inc. ($300,000); and the balance of Rochester Sales Tax Funds ($101,568), which were not allocated to the City of Plainview Commercial District Improvement Program the City of Plainview Lot Development Program and the City of Plainview Residential Building Program The Plainview Economic Development requests that these funds be held in a city account and be used exclusively for lending by the EDA and city on mutually agreed upon housing economic development projects.

This funding request was agreed upon by Plainview EDA members with the following motion made at the August 21st, 2018 EDA Board of Commissioners meeting:

Housing Fund Motion: Dustin Boettcher made a motion that the Plainview EDA request that the City Council create a dedicated Plainview Housing Fund totaling $401,568 that will be capitalized using the principal paid back to the city from Haley Comfort Systems in the amount of $300,000; and the remainder of the $357,609 granted to Plainview by the city of Rochester via the Rochester Sales Tax Distribution in the amount of $101,568. The Plainview EDA further requests that the use of these funds will be restricted to lending for economic development housing projects mutually approved by the City Council and Plainview EDA Board. Stephen O'Connor seconded the motion, which passed unanimously on a voice vote.

<u>Votes</u>:

YEAS____

NAYS____

Abstaining____

DOCUMENTATION: 2013 Session Law

The Rochester Sales Tax Distribution was put in place by the Minnesota Legislature in 2013 in SESSION LAW: - Chapter 143 – H.F. No. 677 Sec. 14

Intent of the distribution was to fund "economic development projects" in 17 communities surrounding Rochester, Minnesota "through their economic development authority or housing and redevelopment authority."

Use of the funds were further defined as being available for "bricks & mortar" projects only.

Sec. 14. **ROCHESTER SALES TAX SHARING.**
The city council may, after holding a public hearing and passing a resolution, use $5,000,000 of the $10,000,000 allocated to an economic development fund in Laws 1998, chapter 389, article 8, section 43, subdivision 3, as amended by Laws 2005, First Special Session chapter 3, article 5, section 28, and Laws 2011, First Special Session chapter 7, article 4, section 5, paragraph (c), clause (9), for grants to any or all of the cities of Byron, Chatfield, Dodge Center, Dover, Elgin, Eyota, Hayfield, Kasson, Mantorville, Oronoco, Pine Island, Plainview, Spring Valley, St. Charles, Stewartville, West Concord, and Zumbrota for economic development projects that these communities would fund through their economic development authority or housing and redevelopment authority. The public hearing may be part of a regular city council meeting. If the council does not pass the resolution by September 1, 2013, the $5,000,000 may not be used for grants to the other cities but shall instead be used to fund public infrastructure projects contained in the development plan under Minnesota Statutes, section 469.42.

DOCUMENTATION: Council Action/Nursing Home Funds

Plainview City Council/EDA Meeting
MINUTES
December 5, 2006

A special joint meeting of Plainview City Council and Plainview Economic Development Authority was called to order on December 5, 2006 at 6:35 p.m. by Mayor Neil Weaver.

Council Present –Neil Weaver, Jim Pederson, Richard Sawyer and Lee Peterson
Council Absent – Cindy Eversman
EDA Present- Earl Doane, Jeff Fry, John Coons, and Rob Ebin
EDA Absent – Ferman Lanning
Staff Present – Steven Robertson and Steve Gronseth
Visitors: Joe Haley, Tom Haley, Jim Severson, and Dean Harrington

APPROVAL OF AGENDA

MOTION: Sawyer moved, Rob Ebin second to approve the agenda, adding Temporary Liquor Licenses. Motion passed unanimously.

NEW BUSINESS

Business Subsidy

Steve Gronseth briefly summarized the business subsidy proposal. He stated that the proposal is to loan $300,000 ($275,000 from the "Nursing Home Funds" and $25,000 from the EDA) to Haley Comfort Systems. The loan would be at 5.2%, and would be amortized over 20 years, but it would balloon at 10 years. He added that this proposal is a good way to encourage a local business to stay in the community. He also added that even though this is a loan, it is still labeled by the state as a business subsidy. Steve Gronseth concluded that if the City Council gives him authorization to move forward this project, he would then contact staff at DTED for a business background check and he would also have our City Attorney begin working on a business subsidy contract between the City and Haley Comfort Systems.

<u>Dean Harrington commented that it is a good PADCO/EDA goal to encourage the expansion of local businesses. He also added that he thought that the nursing home funds should be used in the future as a revolving loan fund for other business needs.</u>

Neil Weaver stated that he supports this business subsidy, but he thought that the City should get 6% interest. <u>Jim Pederson stated that he likes this proposal and that the nursing home funds should be used for economic development.</u> Richard Sawyer asked about the security of the mortgage. Steve Gronseth explained that the loan would be personally guaranteed by Tom and Joe Haley, and would also be guaranteed by the business. He added that the City could have the first position on the warehouse, or the 2nd position on all the facilities west of 5th St SW in Plainview.

Richard Sawyer asked Tom Haley about his feelings on Neil Weaver's proposal for 6% interest rate. Tom Haley replied that he didn't know his reaction yet, and that he would need time to think about it. Tom added that he is asking for the loan because it will help him keep his operations in Plainview.

Jeff Fry stated that he thought that Haley should not build in Plainview, and that instead they should build on Hwy 52. Tom replied that Plainview is a central warehouse/shipment location for the other business sites.

Earl Doane, Rob Ebin, and John Coons expressed their support of the project. Earl Doane added that Haley Comfort is not asking for any tax subsidy, just a loan from the City. John Coons added that the City is not losing any interest or other funds that they would not normally get from the bank.

MOTION: Lee Peterson moved, Jim Pederson second, to authorize City staff to move forward with processing the business subsidy, including contacting the State for a

background check and having the City attorney draw up a contract to be signed. Motion passed unanimously.

Steve Gronseth stated that the City's own policy limits the amount of business subsidy to only 15% of the total project cost. The City's $300,000 would be about 52% of the total project cost.

MOTION: Jim Pederson moved, Lee Peterson second, to allow a variance for the business subsidy, in order to exceed the City's limit of 15% of project cost. Motion passed unanimously.

Tom Haley asked when would the City make its final decision. Steve Gronseth explained the process again, and outlined the fact that the City first has to get a background check from DTED, and also have the City Attorney draw up the contract. The mayor asked that the Haley Comfort Subsidy be placed back on the agenda for Monday night.

Liquor License

MOTION: Jim Pederson moved, and Richard Sawyer second, to approve the two liquor licenses for the Jon Hassler Theater. Motion passed unanimously.

ADJOURNMENT

MOTION: Richard Sawyer moved, John Coons seconded to adjourn the joint City Council/EDA meeting. Motion passed unanimously.

Meeting adjourned at 7:07 p.m.

Submitted by,

Neil D. Weaver, Mayor　　　Steven Robertson, Acting Secretary

Housing in Plainview

The Plainview Economic Development Authority is requesting that the City of Plainview allocate $401,568 to a Plainview Housing Fund specifically to provide gap financing for developers and owners of targeted types of housing that will be needed *if* Plainview is to return to the 4.7% growth rate the city experienced from 2000 to 2010[1]. Since the last recession, overall growth has been flat with the growth rate from 2000 to 2016 at less than 1%.[2] With SE Minnesota's eight-county population projected to increase by 50,200 from 2015 to 2040, Plainview needs to develop incentives and a funding strategy to meet the demand for housing, which is currently in short supply throughout the region.[3] Currently, there is high demand and a limited supply of multi-family and Senior Citizen rental housing in Plainview.[4]

- The 2015 Comprehensive Housing Analysis for Plainview found demand for housing from 2014 to 2025 will be:
  - Market Rate Rental ....48 units
  - Affordable Rental ....18 units
  - Subsidized rental ....17 units
  - For Sale single Family ....123 units
  - For-Sale multifamily .... 52 Units
- The 2015 Housing Study also found that demand for multiple senior housing units by 2020 will be:
  - Active adult ownership ....16 units
  - Active adult market rate rental..........30 units
  - Active adult affordable.......................16 units
  - Active adult subsidized.........................0 units
  - Congregate ....14 units
  - Assisted Living ....11 units
  - Memory care ....16 units

[1] "Comprehensive Housing Analysis for Plainview, MN", Maxfield Research, Inc. 2015, Page 1 – Executive Summary
[2] Comprehensive Planning Advisory Group Workshop, 5/16/18 – Bolton & Menk
[3] Southeast Minnesota Regional Economic Study, draft presentation 8/15/18 –The REMI model is predicting an increase of 50,200 from 2015 to 2040 in the eight county region that includes Wabasha County. From 2009 to 2016 regional population growth required 5,500 housing units but only 3,600 units were built.
[4] "Comprehensive Housing Analysis for Plainview, MN", Maxfield Research, Inc. 2015, Page 5 – Executive Summary

- Total for-sale demand in Plainview through 2025 is 123 single-family units and 52 multifamily (i.e. twin homes, townhomes or condominiums) units.[5]
- The Housing Study also recommended that a 20 to 24 unit apartment building "consisting of one-bedroom units, one-bedroom plus den units or two bedroom units, and two bedroom plus den or three-bedroom units be built with rents ranging from about 1.00 to $1.15 per square foot to be financially feasible." Average rents in Plainview are approximately $0.65 per square foot (2015).[6] The high cost of building rental units and low rents have left Plainview with a limited supply of rental units, which contributes to slow growth.
- Currently there aren't market rate or affordable adult rental projects in Plainview…The Housing Study recommended that 46 active adult rental units be built either as separate stand-alone facilities (one market rate, the other affordable) or as a mixed-income project.[7]
- Based on the Department of Employment & Economic Development (DEED) "2016 Cost of Living Study" for Wabasha County, the amount of money that stays in the Plainview's local economy[8] by household type is:
  Two adults (both full-time) /no children (+51) owning a home $817
  Two adults(both full-time) /no children (+51) renting a home.. $1163
  Two adults (both full-time)/two children (19-50) owning a home $2179
  Two adults (both full-time)/two children (19-50) renting a home $2806
  Two adults (one full-time/one part-time) two children (19-50) owning a home $1729
  Two adults (one full-time/one part-time) two children (19-50) owning a home $2369
  Two Senior Citizens (+65) market rate rental $1,852
  Two Senior Citizens (+65) affordable rate rental $1,258
- A 24 unit market rate apartment building would add the following revenue to the local economy in dollars spent on child care, food, health care, housing, transportation, taxes and discretionary spending: $52,204 per month / $626,452 per year
- A 46 unit Active Adult facility (½ market rate – ½ affordable) would add the following revenue to the local economy in dollars spent on food, health care, housing, transportation, taxes and discretionary spending: $72,276 per month/ $867,316 per year

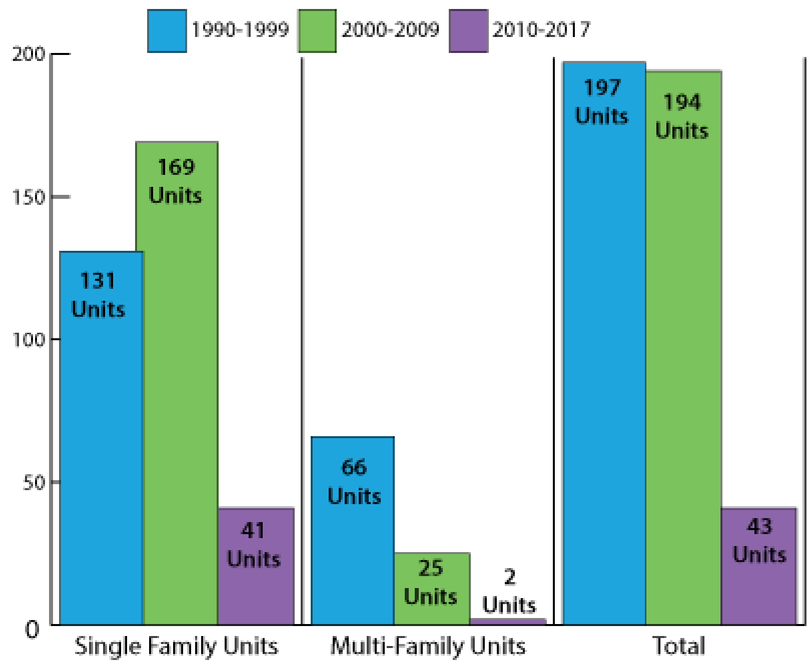
[5] "Comprehensive Housing Analysis for Plainview, MN", pg. 106 – Estimated Demand for For-Sale Housing, Maxfield Research, Inc., 2015

[6] "Comprehensive Housing Analysis for Plainview, MN", pg. 130 – Estimated Demand for For-Sale Housing, Maxfield Research, Inc., 2015

[7] "Comprehensive Housing Analysis for Plainview, MN", pg. 131 – Estimated Demand for For-Sale Housing, Maxfield Research, Inc., 2015

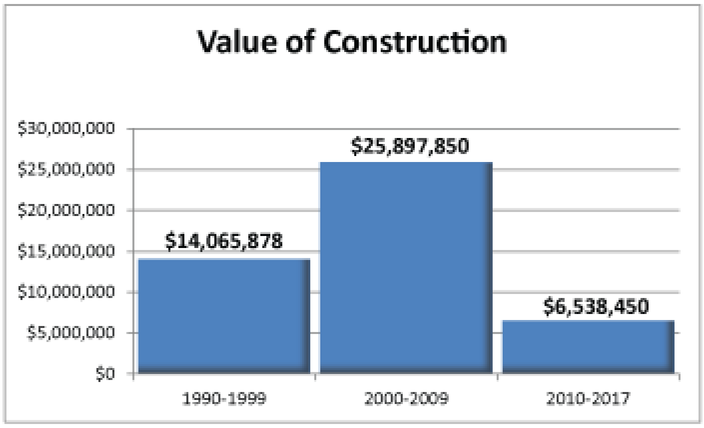
[8] DEED, 2016 Cost of Living Study, https://mn.gov/deed/data/lmi-reports/cost-living-report/ We assume the following amounts are spent locally: 100% of all child care costs; 40% of food costs; 30%[8] of housing costs; 25% of transportation costs;20% of discretionary income; 30% of all tax dollars (sales and property) and 20% on Health Care (prescriptions, chiropractic, nursing home and local staff at Plainview's two medical clinics and long-term care facilities)

- A three-story unit of masonry construction with twelve apartments would run roughly $9.4 million in total costs**.** This excludes land acquisition and site improvements like parking, gardens and play areas. Materials would cost around $4.65 million**,** labor would cost roughly $4.51 million**,** machine costs would stand at roughly $232,000 and the contractor would take in over $1.3 million for the project.[9]
- Plainview is not building at a rate that would result in 123 new single family homes and 52 multi-family homes (twin homes, duplexes or condominiums) by 2025. New home construction in Plainview has not returned to the pre-recession levels.



- Because new home construction has not picked up, there are concerns that property tax revenue has not increased at the same pace as city services. This becomes more of a limitation on growth when you factor in the population increases needed to support retail and other local businesses.
  - The city of Plainview's average tax rate was 64% in 2001; 72.17% in 2005, 74.87% in 2010, 88.687% in 2015 jumping to 97.37% in 2016 according to the city-by-city Property Tax Data tables compiled by the Minnesota League of Cities.

[9] https://www.fixr.com/costs/build-apartment - "How much does it cost to build an apartment building?"



- Very few multi-family rental units have been built since 2009, so new residents to Plainview do not have the option to rent. They must buy an older home, which is difficult to find because of the limited supply. In today's market, the average new starter home will cost $250,000 or more. That said, the number of new homes being built has increased in 2017 due to more lots becoming available.[10] However, the rate of new home construction will not meet the anticipated housing goals of 286 to 318 units required to meet demand between 2015 and 2025.
  - A total of 28 homes have been built since 2015. (2015 – 4 homes; 2016 – 10 homes; and 2017 – 14 homes). Six permits for new homes have been issued in 2018.
- The path to growth for Plainview is increased population. The city does not have shovel-ready industrial sites, so there are limitations on job growth and increases to the property tax base that would result if new industries choose to locate in Plainview.
- The retail sector cannot expand without increases to the city's population. Extrapolating from a North Dakota analysis[11] of the number of residents required to support various types of retail businesses, it will take a 40 to 60% increase in population to support at least one or two more retail businesses that offer non-essential goods (variety stores, department stores, clothing stores, consumer electronics, furniture or sporting goods).
  - With close to 40% of all working adults commuting to Rochester, adding retail stores and associated jobs becomes more difficult because consumers can often find lower prices on a wider selection of goods in Rochester.[12]
- In order to increase multi-family rental and Active Senior options, developers need assistance. The EDA is proposing that the repaid principal from the 2006 Business Subsidy Loan of $300,000 and the remaining $101,000 of the Rochester Sales Tax dollars be placed in a dedicated Housing Revolving Loan Fund to be made available as gap financing to developers investing in new housing inside Plainview's city limits.

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[10] $110,000 was loaned to a developer to get 11 new lots ready in Orchard Hills. The loan was made through the City of Plainview Lot Development Loan program which was funded by the Rochester Sales Tax Dollar distribution of $366,000 to Plainview to be used for economic development purposes.

[11] Threshold Population Levels for Rural Retail Businesses in North Dakota, 2000, Randal C. Coon and F. Larry Leistritz, Dept. of Agribusiness and Applied Economics, Agricultural, Experiment Station, North Dakota State University, Fargo, ND

[12] Plainview EDA – Community Retail Survey, 2010

Housing in Plainview

The Plainview Economic Development Authority is requesting that the City of Plainview allocate $401,568 to a Plainview Housing Fund that will be used specifically to provide gap financing for developers and owners of targeted types of housing or as matching funds for housing grants that will be needed *if* Plainview is to return to the 4.7% growth rate it experienced from 2000 to 2010.

- The 2015 Plainview Housing Study found that 258 new rental and owner-occupied units—to include 123 single-family homes—will be needed from 2014 to 2025. To date, 28 new homes have been built since 2015
- The 2015 Housing Study found that 62 Active Adult units and 41 nursing home or assisted living units will be needed by 2020—two years from now!
- The Housing Study also recommended that a 20 to 24 unit apartment building be built but noted that average rents in Plainview are $0.65 per sq. ft. (2015), but new units must rent for $1.00 to $1.15 per sq. ft. to be financially feasible.
- New home construction has not returned to the pre-recession level. From 1990 to 1999, 197 units were built; from 2000 to 2009, 194 units were added; but from 2010 to 2007, only 43 units have been built.
- Because there is little rental housing, a limited supply of lots to build on, and fewer new homes than needed being built there is limited housing available for new residents to the community, first-time home buyers, move-up buyers, and empty nesters that want to downsize. In fact, Senior Citizens who need assistance are moving away because there is extremely limited housing or services that meet their needs.
- This lack of population growth has a ripple effect in the local economy. Based on the DEED 2016 Cost of Living Study for Wabasha County, each new household adds the following dollars per month:

Household type	Local $$$	Household type	Local $$$	Household type	Local $$$
2 FTE adults/no children (+51) owns home	$817	2 adults (19-50) / 2 children owns home	$2,179	2 adults -1 FTE /1PTE (19-50) / 2 children owns home	$1,729
2 FTE adults/no children (+51) rents home	$1,163	2 adults (19-50) / 2 children rents home	$2,806	2 adults -1 FTE /1PTE (19-50) / 2 children rents home	$2,369

- A 24 unit market rate apartment would add $52,204 per month / $626,452 per year to the local economy.
- A 46 unit Senior building (½ market rate – ½ affordable) would $72,276 per month / $867,316 per year.
- Because new home construction has not picked up, there are concerns that property tax revenue has not increased at the same pace as city services. If tax increases continue to be spread over a static population, some residents are concerned that higher tax rates will discourage business and residential growth.
- The city of Plainview's property tax rates were: 64% in 2001; 72.17% in 2005, 74.87% in 2010, 88.687% in 2015 jumping to 97.37% in 2016 according to the city-by-city Property Tax Data tables compiled by the Minnesota League of Cities.
- The most logical path to growth for Plainview is increased population because the city does not have shovel-ready industrial sites, so there are limitations on growth resulting from new industries choosing to locate in Plainview.
- In order to increase population, the city needs to provide more resources for housing. The EDA is proposing that the repaid principal from the 2006 Business Subsidy Loan of $300,000 and the remaining $101,568 of the Rochester Sales Tax dollars be placed in a dedicated Housing Fund to be made available as gap financing to developers investing in new housing inside Plainview's city limits or as match for housing grant requests.

Plainview Cost-of-Living Estimates

Based on DEED, 2016 Cost of Living Study, https://mn.gov/deed/data/lmi-reports/cost-living-report/

Area	Family Size	Number of Adults	Number of Children	Number of Workers	Age of Adults	Yearly Cost	Hourly Wage	Child Care	Food	Health Care	Housing	Transport	Other	Taxes	Monthly Cost of Living
Wabasha County	2	2	0	2	51+	$34,330	$8.25	$0	$582	$300	$550	$681	$354	$394	2,860.83
2 adults both FTEs - own home	2	2	0	2	51+	$34,330	$8.25	$0	$233	$60	$165	$170	$71	$118	817.05
2 adults both FTEs - rents home	2	2	0	2	51+	$34,330	$8.25	$0	$233	$60	$550	$170	$71	$79	1,162.65
Wabasha County	4	2	2	2	19-50	$66,170	$15.91	$820	$982	$418	$1,011	$855	$624	$804	5,514.17
2 parent/ 2 children - both adults full-time - own home	4	2	2	2	19-50	$66,170	$15.91	$820	$393	$84	$303	$214	$125	$241	2,179.45
2 parent/ 2 children - both adults full-time - rent home	4	2	2	2	19-50	$66,170	$15.91	$820	$393	$84	$1,011	$214	$125	$161	2,806.75
Wabasha County	4	2	2	1 full-time, 1 part-time	19-50	$59,618	$19.11	$410	$982	$418	$1,011	$855	$624	$668	4,968.17
2 parent / 2 children - 1 fulltime / 1 part-time - owns home	4	2	2	1 full-time, 1 part-time	19-50	$59,618	$19.11	$410	$393	$84	$303	$214	$125	$200	1,728.65
2 parent / 2 children - 1 fulltime / 1 part-time - rents home	4	2	2	1 full-time, 1 part-time	19-50	$59,618	$19.11	$410	$393	$84	$1,011	$214	$125	$134	2,369.55

Assumptions - % local	Own	Rent
Child Care	100%	100%
Food	40%	40%
Health Care	20%	20%
Housing	30%	100%
Transportation	25%	25%
Discretionary	20%	20%
Taxes	30%	20%

24-apartment building (8 households +51; 8 households w 2 workers/2children; and 8 huseholds 1 fulltime-1 parttime/two children)

	Per Month		Per Yr.
8 households +51	$9,301.20		$111,614.40
8 households /2 children/ two workers	$22,454.00		$269,448.00
8 households/2 children/one full-time and one part-time worker	$18,956.40		$227,476.80
Total	**$50,711.60**		**$608,539.20**

46 unit Active Adult (23 market rate/ 23 affordable) Monthly 71540.35 Annual 858484.2

Area	Family Size	Number of Adults	Number of Children	Number of Workers	Age of Adults	Yearly Cost	Hourly Wage	Child Care	Food	Health Care	Housing	Transport	Other	Taxes	Monthly Cost of Living
Wabasha County	2	2	0	2	65+	$34,330	$8.25	$0	$582	$300	$1,200	$681	$354	$394	2,860.83
2 Senior Citizens -market rate rental	2	2	0	2	65+	$34,330	$8.25	$0	$233	$60	$1,200	$170	$71	$118	1,852.05
Wabasha County	1	1	0	1	65+	$26,714	$12.84	$0	$317	$146	$825	$640	$267	$320	2,226.17
2 Senior Citizens - affordable rate rental	2	2	0	2	65+	$34,330	$8.25	$0	$127	$29	$825	$160	$53	$64	1,258.40

From:	Vicki Axley
To:	Clarissa Hadler
Subject:	EDA Housing Fund Request
Date:	Wednesday, August 29, 2018 3:41:03 PM

Clarissa

In regards to the EDA Housing Fund Request to have $400,000 set aside for a housing fund, the City has the money available in the following funds:

1. Rochester Sales Tax Fund - $121,568
2. General Capital Project Fund – $388,254.

(this is the fund that the repayment of the Haley's loan from the Nursing Home sale proceeds was paid to)

These two funds are separate from any other designated or assigned funds and the money is available to use for EDA.

Vicki

Vicki Axley
Finance Director, City of Plainview
Office: (507) 534-2229 Direct: (507) 710-4417
v.axley@plainviewmn.com

CITY OF
PLAINVIEW
MINNESOTA

The Heart of Greenwood Prairie

Executive Summary
City Council Regular Meeting: September 11, 2018

AGENDA ITEM:	Fire Hall Sprinkler System	**AGENDA SECTION:** New Business
PREPARED BY:	Michael L. Burgdorf, Public Works Director	**AGENDA NO. 8.C.**
ATTACHMENTS:	Bids	**APPROVED BY: cgh**
RECOMMENDED ACTION: MOTION to approve bid from Olympic Fire Protection bid for design/build of sprinkler system in the City of Plainview Fire Hall.		

In the 2018 capital budget there was monies set aside for a sprinkler system in the Plainview Fire Hall. This includes the meeting room, 2 restrooms, office and the bays where all the trucks and equipment are parked or stored. There is a few million dollars of trucks & equipment in the fire hall. There is also training materials/equipment (not firefighting equipment), computer, and records pertaining to the fire department. One of these important items is preplanning fire suppression for businesses. The amount that was allocated for this project was $40,000.00. Quotes were taken September 4, 2018 at 10:00 am with the results as follows:

Olympic Fire Protection	$32,490.00
Viking Automatic Sprinkler	$39,250.00
J.F. Ahern	$48,625.00

I am recommending that this project be awarded to Olympic Fire Protection. Completion of this project is November 30, 2018.

CITY OF PLAINVIEW

241 WEST BROADWAY • PLAINVIEW, MN 55964

MICHAEL L. BURGDORF - Public Works Director
507-534-3701
Cell: 507-273-6223
FAX: 507-534-0116
E-mail: m.burgdorf@plainviewmn.com

The Heart of Greenwood Prairie

August 10, 2018

Potential Fire Hall Sprinkler Contractor:

The City of Plainview is seeking quotes on the installation of a sprinkler system with alarm system for our fire hall, located @ 330 1st avenue SW Plainview, MN.

1. This is a design/build sprinkler system. This will cover the complete fire hall from the meeting room to the last truck bay on the West end of the fire hall.
2. ~~Two complete sets of plans to be provided with your quote.~~
3. All material and workmanship to comply with the Minnesota State Plumbing Code.
4. Successful contractor to provide the city with a certificate of insurance for at least 1.2 million liability plus workers compensation.
5. The city will complete the permit & send to CMS for review.
6. Quotes are due back on September 4, 2018. They will be opened @ city hall @ 10:00 am.
7. The outside of the envelop should be marked "2018 Fire Hall Sprinkler System".
8. Completion date November 30, 2018.
9. The quote is to be submitted on this sheet.

Contractor: Olympic Fire Protection

Address: 1355 State Avenue NW Owatonna, MN 55060

Phone # 507-455-1150 Cell # __________

Contact Person: Jon Lemke

Lump Sum Price for Design/Build Sprinkler System @ the Plainview Fire Hall with alarm system:

$ 32,490.00 Thirty two thousand Four Hundred Ninety Dollars

Submitted by: (Signature required) JVL

Michael L. Burgdorf

Public Works Director

Olympic Fire Protection Corp.

1355 State Ave NW
Owatonna, MN 55060

507-455-1150

FAX
507-455-1651

www.olyfire.com

MN Lic # C009

Equal Opportunity Employer

Date: September 4, 2018

To: Mr. Michael L. Burgdorf
City of Plainview
241 West Broadway
Plainview, MN 55964

RE: Plainview Fire Hall – Plainview – Fire Suppression System

We wish to submit the following proposal for the fire sprinkler installation and the contents of this proposal.

DESIGN CRITERIA / SCOPE: The new sprinkler system will be deigned per NFPA 13 *Standard for The Installation of Sprinkler Systems* (2010 edition) that includes the following:

- Modify existing 4" water service to add a flanged tee between the spigot and the domestic control valve (work to be completed by a licensed plumber working as a subcontractor for Olympic Fire).
- Install new wet sprinkler riser to a complete wet sprinkler system throughout an approximately 6,600 square foot existing building. All sprinkler piping at throughout the apparatus bays is to be installed exposed with brass upright or pendent sprinkler heads. In areas with existing acoustical and gypsum ceilings chrome semi-recess or extended escutcheons will be installed.
- A local fire alarm panel will be installed near the fire sprinkler riser to provide monitoring of the (2) tamper switches and (1) flow switch. This also includes a manual pull station and a smoke detector in the room housing the fire alarm panel.

MATERIAL: All piping will be per NFPA 13 and U.L. listed.

FLOW TEST: This proposal is based on the following water flow info from previous projects in the vicinity; Static: 60 psi, Residual: 48 psi with 1,088 GPM.

FIRE DEPARTMENT CONNECTION (FDC): A new single inlet rough brass fire department connection will be provided at the street side of the building.

ELECTRICAL: We will provide the necessary electrical alarm horn / strobe and fire alarm panel, all 120 volt wiring to be done by others.

MISC: This proposal includes sales tax.

HYDROSTATIC TEST: To ensure the absences of leaks all new system piping will be pressurized to 200 PSI for a period of two hours and witnessed.

EXCLUSIONS:

- Any work other than what is noted above should be considered outside of this scope of work.
- Painting of any sprinkler piping, protection of sprinkler heads from painting activities and replacement of any sprinkler heads due to damage during painting or drywalling activities.
- All 120 volt electrical work to wire the alarm panel and outside horn/strobe.
- Installation of a dedicated phone line to the fire alarm panel.
- Permit fees (submittal package will be issued to the City of Plainview to issue permit and fee to CMS).
- Dry sprinkler heads and/or dry systems for any potentially unconditioned spaces.
- Interstitial protection for any combustible concealed spaces formed by open web trusses and/or attic spaces above the plywood decking mounted to the garage ceiling.

WORKING CONDITIONS: This proposal is based upon all work being performed

CITY OF PLAINVIEW

241 WEST BROADWAY • PLAINVIEW, MN 55964

MICHAEL L. BURGDORF - Public Works Director
507-534-3701
Cell: 507-273-6223
FAX: 507-534-0116
E-mail: m.burgdorf@plainviewmn.com

The Heart of Greenwood Prairie

August 10, 2018

Potential Fire Hall Sprinkler Contractor:

The City of Plainview is seeking quotes on the installation of a sprinkler system with alarm system for our fire hall, located @ 330 1st avenue SW Plainview, MN.

1. This is a design/build sprinkler system. This will cover the complete fire hall from the meeting room to the last truck bay on the West end of the fire hall.
2. Two complete sets of plans to be provided with your quote.
3. All material and workmanship to comply with the Minnesota State Plumbing Code.
4. Successful contractor to provide the city with a certificate of insurance for at least 1.2 million liability plus workers compensation.
5. The city will complete the permit & send to CMS for review.
6. Quotes are due back on September 4, 2018. They will be opened @ city hall @ 10:00 am.
7. The outside of the envelop should be marked "2018 Fire Hall Sprinkler System".
8. Completion date November 30, 2018.
9. The quote is to be submitted on this sheet.

Contractor: Viking Automatic Sprinkler Co

Address: 4420 19th St NW Rochester, MN

Phone # 507-289-8270 Cell # 507-269-8242

Contact Person: Jim Newbold

Lump Sum Price for Design/Build Sprinkler System @ the Plainview Fire Hall with alarm system:

$ 39,250.00

Submitted by: (Signature required)

Michael L. Burgdorf

Michael L. Burgdorf

Public Works Director

CITY OF PLAINVIEW

241 WEST BROADWAY • PLAINVIEW, MN 55964

MICHAEL L. BURGDORF - Public Works Director
507-534-3701
Cell: 507-273-6223
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4. Successful contractor to provide the city with a certificate of insurance for at least 1.2 million liability plus workers compensation.
5. The city will complete the permit & send to CMS for review.
6. Quotes are due back on September 4, 2018. They will be opened @ city hall @ 10:00 am.
7. The outside of the envelop should be marked "2018 Fire Hall Sprinkler System".
8. Completion date November 30, 2018.
9. The quote is to be submitted on this sheet.

Contractor: J. F. Ahern Co.

Address: 5315 Freitag Dr. Menomonie, WI 54771

Phone # 715.223.2434 Cell # 715.308.1558

Contact Person: Mike Hanson

Lump Sum Price for Design/Build Sprinkler System @ the Plainview Fire Hall with alarm system:

$ $48,625.00

Submitted by: (Signature required) [signature]

[signature]

Michael L. Burgdorf

Public Works Director

5315 Freitag Drive
Menomonie, WI 54751
main 715.233.1841 | fax 715.233.1846
www.jfahern.com

August 31, 2018

**RE: Plainview Fire Department
Plainview, MN**

FIRE PROTECTION WORK INCLUDED:

Systems – Included in this proposal is one (1) Wet Pipe Fire Protection System.

Sprinkler System Classification & Scope of Work
Light Hazard Areas – The light hazard areas will be designed in strict accordance with NFPA-13 Light Hazard Occupancy. These areas will be hydraulically designed to satisfy a density of .10 GPM/sq. ft. over any and the most remote 1500* sq. ft. including a hose stream allowance of 100 GPM. Maximum sprinkler spacing will be 225 sq. ft. per head.

*****Note:*** *Area reduction will be utilized for quick response sprinkler installation per NFPA-13, 2007 Edition (fig. 11.2.3.2.3.1).*

Ordinary Hazard Areas - The ordinary hazard areas will be designed in strict accordance with NFPA-13 Ordinary Hazard Group I Occupancy. These areas will be hydraulically designed to satisfy a density of .15 GPM/sq. ft. over any and the most remote 1500* sq. ft. including a hose stream allowance of 250 GPM. Maximum sprinkler spacing will be 130 sq. ft. per head.

*****Note:*** *Area reduction will be utilized for quick response sprinkler installation per NFPA-13, 2007 Edition (fig. 11.2.3.2.3.1).*

Working Drawings/Submittals – Working drawings for the system described herein will be prepared and forwarded to the City of Plainview, the State of Minnesota and to the owners for review.

Electric Alarms – One (1) water flow switch and two (2) electric bells are included. Monitor switches are furnished on control valves.

Fire Department Connection – One (1) rough brass fire department connection complete with a check valve and ball drip mounted within 5' of the riser served. A fire hydrant must be located within a distance acceptable to the local Authority Having Jurisdiction.

Freight And Handling – We will deliver materials to the jobsite and do all local handling.

FIRE PROTECTION WORK EXCLUDED:

Painting -All painting desired or required including cleaning of piping and protection of the installed sprinkler heads from paint.

Extinguishers – Fire extinguishers and/or cabinets ***(will quote upon request)***.

Dust & Infection Control – Temporary enclosures, filtration systems, or any other required dust or infection control measures are assumed to be by the owner. We will coordinate all dust-producing activities with the owner to assure the appropriate measures are being taken.

1,287 Ahern employees hold the OSHA 10-hour certification, and 228 of those also hold the 30-hour certification.

FIRE PROTECTION CLARIFICATIONS:

Automatic Sprinklers

- Sprinklers in areas without ceilings will be brass upright or pendent, with exposed piping.
- Sprinklers in areas with suspended ceilings will be chrome plated with concealed piping.
- No coated sprinklers, dry pendent sprinklers, flush sprinklers, open sprinklers, or sprinkler guards are included in this proposal.

Fire Protection Materials – All piping and hanger materials provided by Ahern will be in accordance with NFPA standards.

Method of Attachment to Building – Necessary hanger rings and rods for supporting the sprinkler piping are included. Ahern shall not be required to furnish or install any material or device to improve the structural strength of the building to enable it to bear the load of the Fire Protection System.

Working Conditions – This proposal is based on installation being made from finished, unobstructed concrete floors by using rolling scaffolding, forklift, or mobile crane at Ahern's option.

It is the policy of Ahern to strive for the highest level of safety standards. Our safety program has been developed to ensure compliance with all Federal, State, and Local regulations. With regards to OSHA CFR1926 subpart M (Fall Protection), it is our intent to comply with the standard as it is written. Our proposal does not include the cost of 100% fall protection as it relates to ladders and scissors lifts. If it is your requirement to provide 100% fall protection for these two areas, our price will be adjusted accordingly.

FIRE SPRINKLER ALARM WORK INCLUDED:

Quote includes installation, electrician, conduit, equipment (listed below) and testing. We have assumed that electrical panel to be located within 30'-0" of the sprinkler riser room.

1 – FACP
1 – Smoke Detector
1 – Annunciator
4 – Monitor Modules (Sprinkler Flow and Tampers)
1 – Horn Strobe
1 – Pull Station
2 - Batteries

If I can be of further assistance, please contact me.

Respectfully submitted,
J. F. Ahern Co.

Michael L Hanson

Michael L. Hanson
Regional Construction Manager

MLH/ars
Enclosure

CITY OF PLAINVIEW MINNESOTA

The Heart of Greenwood Prairie

Executive Summary

City Council Regular Meeting: September 11, 2018

AGENDA ITEM: Franchise Extensions	**AGENDA SECTION:** New Business
PREPARED BY: Clarissa Hadler, City Administrator	**AGENDA NO. 8.E.**
ATTACHMENTS: Draft Ordinance	**APPROVED BY: cgh**
RECOMMENDED ACTION: Motion to approve Ordinance 2018-09 Amending The Cable Television Franchises Established By Ordinance Dated May 12, 2008, as Amended April 11, 2018, and Ordinance 2011-06 Dated July 12, 2011, to Extend the Terms.	

SUMMARY

As mentioned at earlier Council meetings, both of the Cable Franchise Agreements are expiring this year. Midco originally was set to expire April 11 and was extended 90 days. HBC expired in July. Staff has not yet had an opportunity to fully research the issue and compare our franchise with neighboring cities. Also, our current counsel, Flaherty & Hood, does not handle many franchise agreements and suggested we find alternate counsel for this topic.

The attached ordinance would extend both franchises through March 31, 2018, during which time staff will find a franchise attorney to review the draft franchise documents. Thus far, there seem to be limited number of attorneys specializing in this area. Staff has reached out to the attorney the city worked with on earlier contracts and was recommended by other small cities.

CITY OF PLAINVIEW, MINNESOTA
ORDINANCE NO. 2018 - 09

AMENDING THE CABLE TELEVISION FRANCHISES TO EXTEND THE TERMS

WHEREAS, the City of Plainview, State of Minnesota, (the Franchising Authority) duly and lawfully enacted Ordinance dated May 12, 2008, (the "Midco Franchise"), granting a non-exclusive franchise to operate and maintain a cable communications system ("cable system") within its boundaries; and

WHEREAS, Midcontinent Communications (“Midco”) is the current franchisee of that contract ("Franchisee 1"); and

WHEREAS, the City of Plainview, State of Minnesota, (the Franchising Authority) duly and lawfully enacted Ordinance 2011-06 dated July 12, 2011, (the "HBC Franchise"), granting a non-exclusive franchise to operate and maintain a cable communications system ("cable system") within its boundaries; and

WHEREAS, Hiawatha Broadband Communications (“HBC”) is the current franchisee of that contract ("Franchisee - HBC"); and

WHEREAS, both the Midco Franchise and the HBC Franchise have expired; and

WHEREAS, both Franchisees and the Franchising Authority are interested in an extension of the Franchise terms.

NOW, THEREFORE, BE IT ORDAINED:

Section 1. The Midco Franchise is hereby amended to extend the term of the Franchise through March 31, 2018.

Section 1. The HBC Franchise is hereby amended to extend the term of the Franchise through March 31, 2018.

Section 2. Except as modified herein, all other terms, conditions, provisions and requirements of the Agreement shall remain in full force and effect.

Section 3. This Ordinance shall be effective upon its passage and publication in accordance with law.

PASSED, ADOPTED AND APPROVED THIS 11th day of September, 2018.

CITY OF PLAINVIEW, MINNESOTA

By: ____________________________________
Roger Ziebell, Mayor

ATTEST:

____
MariClair Scheider, Clerk

CITY OF
PLAINVIEW
MINNESOTA

The Heart of Greenwood Prairie

Executive Summary
City Council Regular Meeting September 11, 2018

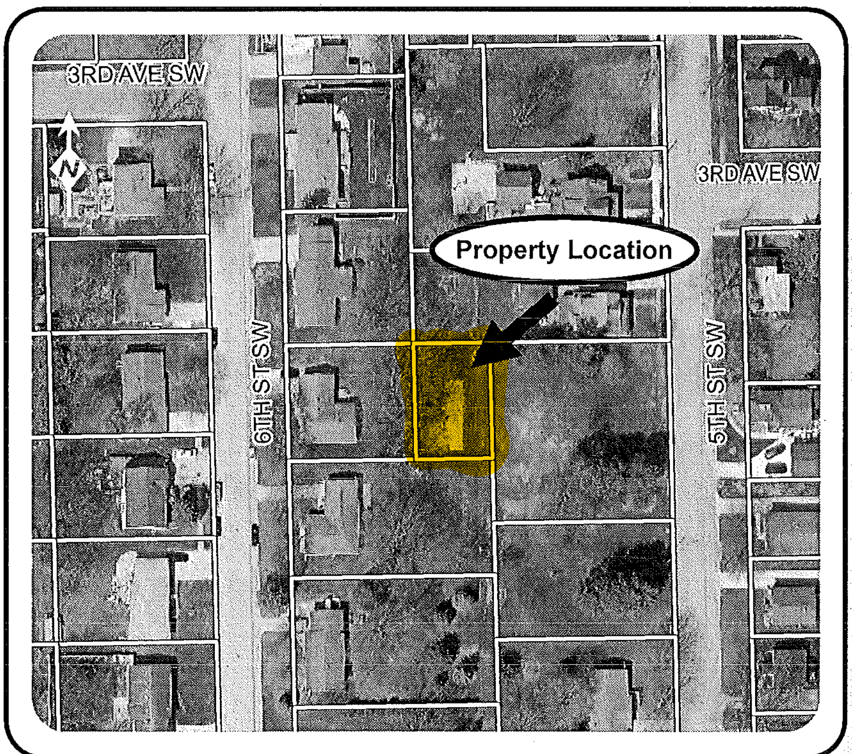
AGENDA ITEM: Forfeited Land	**AGENDA SECTION:** New Business
PREPARED BY: MariClair Schneider	**AGENDA NO. 8.F.**
ATTACHMENTS: Property Map from Wabasha County & Resolution 2018-17	**APPROVED BY: cgh**
RECOMMENDED ACTION: **Motion to approve Resolution 2018-17 approving the parcel listed below for public auction.**	

The City was contacted by the Wabasha County about a parcel of land located at 3XX 6th ST SW that is delinquent on property taxes and the County has initiated auction proceedings. As required by State Law, M.S.282.01, the City is allowed to review the land before it goes to public auction, and if the City wishes to purchase it for public use, the City must notify the County.

After review by staff, this parcel was found to be of no value to the City because of it's location and recommends that the land be put up for public auction.

2018
Wabasha County Tax Delinquent Property

Wabasha County Auditor/Treasurer



3xx 6th St SW
Plainview, MN 55964

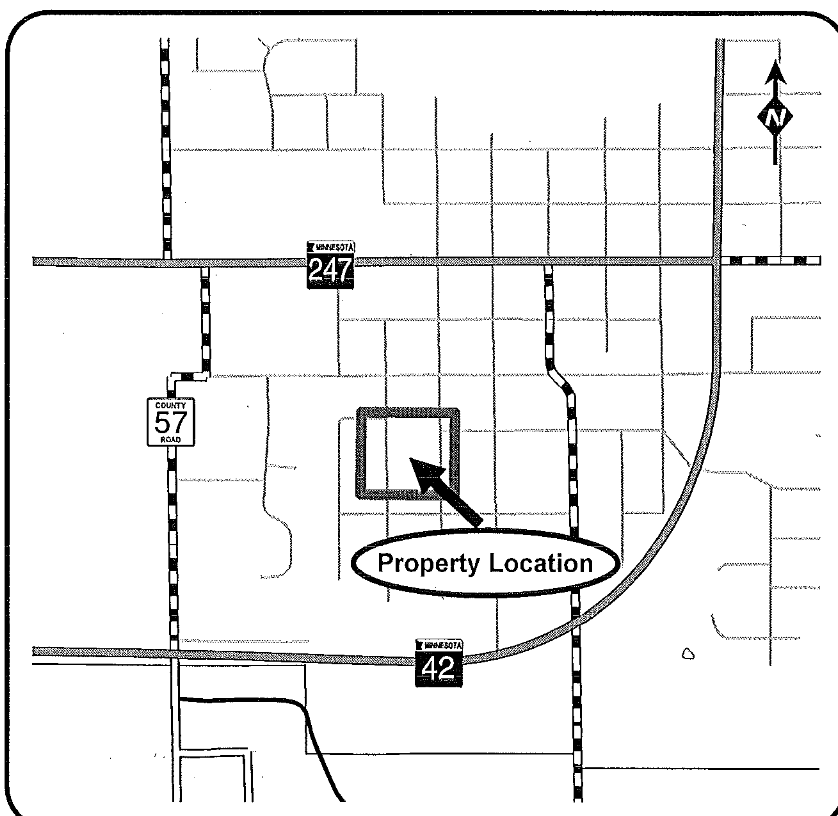
Parcel number:
26.00507.00

Abbreviated Legal Description:
60' X 72' IN NE COR OF OUT LOT 43 ADJ & E OF LOT 5 BLK 2 Foster's Addition to Plainview

LAND ONLY

Directions from Downtown Plainview:

Follow TH 247 (Broadway) west towards Potsdam/Hwy 63. Continue to 5th St and take left. Follow 5th St SW 2 blocks and take right onto 2nd Ave SW. Follow 2nd Ave SW 1 block and take left onto 6th St SW. Follow 6th St SW 1.5 blocks to 305 6th St SW (on left). Property is behind 305 6th St SW and is a bare lot.



Map Created by Wabasha County GIS 1/31/2018 based on Information provided by Wabasha County Auditor/Treasurer. Not responsible for errors.

Path: K:\WAB_GIS\Projects\Auditor\Tax_Forfeit\2018\TaxForfeit2018.aprx

Wabasha County Board of Commissioners

Resolution No.: 2018-091

Whereas, The County Board of Commissioners of the County of Wabasha, State of Minnesota, desire to offer for sale certain parcel (listed below) of land that have been forfeited to the State of Minnesota for non-payment of taxes; and

- Parcel Number 13.000006.00, Sec 15 Twn 111 Ran 011, Pepin Township, W 100' of Gov Lot 1
- Parcel Number 22.02398.00, Sec 07 Twn 111 Ran 012, City of Lake, Oakhurst at the Jewel, Lot 3 Blk 4
- Parcel Number 26.00507.00, Sec 17 Twn 108 Ran 011, City of Plainivew, Foster's Addition, 60' X 72' in NE COR of Out Lot 43 Adj & E of Lot 5 Blk 2
- Parcel Number 27.00645.00, Sec 32 Twn 111 Ran 010, City of Wabasha, South Wabasha, Lot 10 Blk 8

Whereas, said parcel of land have been viewed by the Wabasha County Environmental Services and have been classified as non-conservation lands as provided for in Minnesota Statutes 282.01.

Now Therefore be it Resolved by the Wabasha County Board of Commissioners that, the Wabasha County Board of Commissioners hereby certify that all parcel of land listed above have been viewed and comply with the Provisions of Minnesota Statutes 85.012, 92.461, 282.01, Subd 8, and 282.018 and other statutes that require the withholding of tax-forfeited lands from sale.

BE IT FURTHER RESOLVED That the Wabasha County Board of Commissioners hereby request approval from the Minnesota Department of Natural Resources for the sale of said lands.

Adopted this 12th day of June, 2018 by the Wabasha County Board of Commissioners.

By: Brian Goihl

Brian Goihl
Board Chair

Attest:

By: ______________________

Michael P. Plante
County Administrator

STATE OF MINNESOTA COUNTY OF WABASHA
I certify this to be a true and exact copy of the original record in my custody.
Dated July 6 2018
Denise M. Anderson Auditor/Treasurer
By Jane Boemer, deputy

NOTICE TO PROSPECTIVE PURCHASERS OF TAX FORFEIT LAND

To: **Wabasha County Auditor**

From: Wabasha County Enivormental Services

Subject: Wetland and Nonforested Marginal Land Notice & Determination: 282.018 subd. 2, of ______acres and legally described as: Foster's Addition
17-108-013
R26.00507.00
60' X 72' IN NE COR OF OUT LOT
43 ADJ & E OF LOT 5 BLK 2
CRAVATH'S (WWW)

As a prospective purchaser of tax forfeit land you are advised that this land is not eligible for enrollment in any state funded program providing compensation for conservation of marginal land or wetlands.

WETLANDS DETERMINATION

I. ______ The National Wetlands Inventory map compiled by the U.S. Fish & Wildlife Service indicates that wetlands do exist on this parcel.

2. __X__ The National Wetlands Inventory map compiled by the U.S. Fish & Wildlife Service indicates that wetlands do not exist on this parcel.

3. ______ The National Wetlands Inventory map compiled by the U.S. Fish & Wildlife Service is not available in the above named county.

As a prospective purchaser you should be aware that this notice is not an absolute determination of the existence of wetlands but is based on the best available inventory data. For additional guidelines on the existence and types of wetlands, which may occur refer to the Minnesota D.N.R. Division of Waters publication "Wetland Types and Definitions". In addition, wetland activities such as filling, draining or altering may be regulated by other local, state and federal laws. Contact the local Soil and Water Conservation District for additional information.

NONFORESTED MARGINAL LAND DETERMINATION

4. ______ Nonforested lands do not exist on this parcel (Do not check #6, 7 or 8).

5. __X__ Nonforested lands do exist on this parcel (Must check #6, 7 or 8).

6. ______ If #5 is checked, does the soil survey for the above named county, prepared under the supervision of the U.S. Dept. of Agriculture, Soil Conservation Service, indicate that marginal lands do exist on the nonforested areas of this parcel.

7. __X__ If #5 is checked, does the soil survey for the above named county indicate that marginal lands do not exist on the nonforested areas of the parcel.

8. ______ A soil survey does not exist for the above named county .

As a prospective purchaser you should be aware that this notice is not an absolute determination of nonforested lands or marginal lands but is based on the best available inventory data.

For more information or questions on this determination contact the local Soil and Water Conservation District.

Signed: [signature] Zoning Administrator Telephone (651) 565-3062
(name and title)

Date: 5-30-18 ______Conservation __X__ Non-Conservation

RESOLUTION 18-17

CITY OF PLAINVIEW, MINNESOTA

RESOLUTION APPROVING THE PUBLIC AUCTION OF FORFEITED PROPERTIES

WHEREAS, properties within the City of Plainview have been forfeited to the State due to nonpayment of taxes, and;

WHEREAS, Wabasha County is requesting that the City take action to either approve the parcel for public auction, or request the conveyance of the property to the City for public use, and;

NOW THEREFORE BE IT RESOLVED THAT the City Council of the City of Plainview approves the following forfeited property for public auction:

Sec 17 Twn108 Ran 011, City of Plainview, Foster's Addition, 60'x72' in NE COR of OutLot 43 Adj & E of Lot 5 Blk 2 (R26.00507.00)

Resolution adopted this 11th day of September, 2018

____
Roger Ziebell, Mayor

ATTEST:

____
MariClair Schneider, City Clerk

CITY OF
PLAINVIEW
MINNESOTA

The Heart of Greenwood Prairie

Executive Summary

City Council Regular Meeting: September 11, 2018

AGENDA ITEM: Library Renovation: Adjusted Hours	**AGENDA SECTION:** Information Only
PREPARED BY: Alice Henderson, Library Director	**AGENDA NO.** 9.A.
ATTACHMENTS:	**APPROVED BY: cgh**
RECOMMENDED ACTION: Information Only	

SUMMARY

From Tuesday, September 25 through Thursday, October 4th, the library's open hours will be adjusted to 2:30-8:00 pm each day, including Saturday, to ensure public safety while interior work that involves scaffolding is being completed. The construction crew will be working from 6:00am through 2:30pm to complete their tasks including removal of solar tubes, ceiling repair, wallpaper removal, wall repair, and painting.

This solution struck the best balance between closing for 5 consecutive days and having the interior work last for several weeks.

We will communicate the change in hours in via newsletter, website, Facebook, and in-house signage.

RECOMMENDATION

None: Information Only

SOUTHERN MINNESOTA
INITIATIVE FOUNDATION

525 Florence Avenue · PO Box 695 · Owatonna, MN 55060-0695
PH 507.455.3215 · FAX 507.455.2098 · smifoundation.org

V. Attachment – Project Budget Worksheet

Please complete the Small Town Grant Project Budget Worksheet (required). This form is available on our website or by request.

VI. Proposal Checklist – Required Documents from Fiscal Agent/Applicant Organization

Nonprofit Organization:	Unit of Government, Public Agency or Public School:
☐ Completed application (available on website) ☐ SMIF Project Budget Worksheet (balanced, available on website) ☐ Audited financials or filed tax forms if unaudited ☐ IRS 501(c)(3) Determination Letter ☐ Letter(s) of support from partner organization(s) other than the applicant organization and fiscal agent	☒ Completed application (available on website) ☒ SMIF Project Budget Worksheet (balanced, available on website) ☒ Audited financials or filed tax forms if unaudited ☒ Letter(s) of support from partner organization(s) other than the applicant organization and fiscal agent
All items above must be included or application will be rejected.	All items above must be included or application will be rejected.

VII. Application Submittal

I have read thoroughly and comply with the Small Town Grant Program Guidelines. To the best of my knowledge, all information provided in this application is true and correct.

Authorized Signature	Date
Judith O. Jordan	August 31, 2018
Print Name	**Title**
Judith O. Jordan	Plainview Economic Development Director

Applications are available at www.smifoundation.org.

Please contact the Grants Coordinator if you have any questions:

Small Town Grant Application

Click in the boxes below to type your information. Use the Tab key to navigate through full application. Save and/or print the full application to submit to Southern Minnesota Initiative Foundation (SMIF).

I. Applicant Organization

Organization Plainview Economic Development Authority	Federal Employer ID # (FEIN) 27-3153636
Primary Contact Person Judith O. Jordan	Title EDA Director

Address Plainview EDA Plainview Business Center, Suite 6 445 West Broadway	City Plainview	Zip 55964
	County Wabasha	Telephone 507-421-6564
Email Address plainvieweda@gmail.com		Community Population 3,340 (2010 U.S. Census)

Tax Status (Eligible organizations are tax exempt 501(c)(3) organizations, units/agencies of local, state or federal government and public schools):

☐ 501(c)(3) ☒ Unit of Government ☐ Public Agency (Government Created)
☐ Public School/Higher Education Institution ☐ *Other (describe):

**Ineligible organization, requires eligible fiscal agent*

<u>If Project Contact person is different from above</u>, please provide that information.

Project Contact Person Clarissa Hadler	Title Plainview City Administrator
Organization City of Plainview	

Address City Hall 241 West Broadway	City Plainview	Zip 55964
	County Wabasha	Telephone 507-534-2229

Email Address c.hadler@plainviewmn.com	Facsimile 507-534-0163

II. Fiscal Agent (if applicable)

Organization City of Plainview		Federal Tax ID # (FEIN) 41-1650465
Primary Contact Person Clarissa Hadler	Title City Administrator	
Address City Hall 241 West Broadway	City Plainview	Zip 55964
	County Wabasha	Telephone 507-534-2229
Email Address c.hadler@plainviewmn.com		Facsimile 507-534-0163

Tax Status (Eligible organizations are tax exempt 501(c)(3) organizations, units/agencies of local, state or federal government and public schools):

- ☐ 501(c)(3)
- ☒ Unit of Government
- ☐ Public Agency (Government Created)
- ☐ Public School/Higher Education Institution

III. Project Description

Project Beginning Date January 1, 2019	Project End Date December 31, 2019

Project Title
One Meeting - Plainview: Community Planning Team

Provide a 1-2 sentence summary of your project including overall project description
The City of Plainview proposes to create a new part-time outreach position, which will be supervised by the city administrator. The outreach coordinator will be tasked with convening a monthly event called "One Meeting" to which all local organizations and adjacent township Boards are invited. The meeting will focus on problem-solving and inclusive, consensus driven decision-making. The position's duties will include: 1) coordinating communication , 2) developing resources, and 3) providing assistance with program delivery, policy development and funding as appropriate.

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IV. Narrative (Please limit to 6 pages)

I. Organization Information

A. Brief summary of organization history and why you are leading this community effort.

The Plainview Economic Development Authority (EDA) is applying for this grant on behalf of the City of Plainview. Established through MN Statutes 469.090-469.108 in May 1989, the EDA is charged with promoting economic development for the City of Plainview. It is governed by a seven member Board of Commissioners appointed by the Plainview City Council. Two Councilmen serve as commissioners. Since its inception, the EDA has worked on various economic development projects to include:
1) assisting the city in establishing four TIF housing districts [Eastwood, Parkside, Fisk Acres and LeVan Acres/Harvest Ridge] and four TIF economic development districts [Health Dimensions, Plainview Milk Products, Doane Grains and, most recently, the Downtown Redevelopment District]; 2) developing a Business Subsidy Policy and packaging a $300,000 business subsidy loan; 3) establishing the EDA "Next Generation" Revolving Loan Fund and subsequently providing gap financing to five Plainview existing businesses and four start-up companies [2010 – 2018]; 4) establishing the Plainview Business Center, which has provided incubation space and services to three start-up businesses, telecommuting offices to eight entreprenuers, and office space to three for-profits businesses and one statewide non-profit organization.

The EDA is currently working to establish a local housing fund to address critical shortages in affordable housing. EDA staff and Board members are also participating in the city's.comprehensive planning process and the upcoming Blandin Community Leadership Training.

The EDA also collaborates with the city and Plainview's business community on downtown revitalization and community marketing.

The EDA is helping with the Small Town Grant project because Plainview needs to work on quality of life as well as economic development issues.

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PH 507.455.3215 • FAX 507.455.2098 • smifoundation.org

II. Purpose of Grant

A. Situation

1. The opportunity or issue for your community addressed by your proposal.

The issue Plainview faces is a lack of communication and coordination between local non-profit and service organizations, township boards and local government. Lack of information then limits each organization's efforts to meet community needs and results in either gaps in services or duplicated efforts. In addition, opportunities to collaborate and share resources are missed.

The opportunities the city hopes to take advantage of include: 1) the expansion of leadership within the community because of Plainview's inclusion in the Blandin Community Leadership Training set for 2019; 2) city administration's new willingness to redefine the approach to and scope of services as well as measures of effectiveness; and 3) City Council's commitment to addressing longstanding issues by developing a new Comprehensive Plan that addresses overdue infrastructure repairs and improvements, slow economic growth and the lack of industrial lots, lack of housing, and a combination of issues that include flat population growth, loss of household income as the 65+segment of the population ages; a decline in volunteerism, and residents' and businesses' concern about annual local tax increases.

The metrics of the community are as follows (based on data from U.S. Census Bureau 2010 Summary files and Ersi forecasts for 2017 and 2022):
Population: 3,291 (2017) and 3,299 (2022) Number of Households - 1,264 (2017) and 1,269 (2022); Total Families - 852 (2017) and 851 (2022); 2017-2022 Median Household Income Annual Rate - 1.56%. Given slow to close-to-no growth rate, focusing on community development and wise use of all available resources may be the best strategy to increase population and housing.

We know that prospective residents evaluate communities by what each community offers in the form of social supports. Plainview's city government has historically delivered only statutorily mandated services, and has been left the "soft programming" to the town's service and religious organizations. The situation this grant project will address is the need to integrate the responsibility for community development, civic engagement and inclusive decision-making into city government. Since Plainview has never invested in a city position tasked with outreach to Plainview organizations, we need assistance getting a demonstration project funded so that the resulting positive outcomes can be used to justify an ongoing

SOUTHERN MINNESOTA
INITIATIVE FOUNDATION

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position. We want to build on the current level of community engagement to bring more people into the process so that there is greater investment in making Plainview the "value-added" community it needs to be in order to grow. What we hope to achieve is systems change by making support of community organizations through a paid position part of city government.

2. What transformative change do you want to see in your community because of this grant?

The transformative change we anticipate from activities funded by this grant include: 1) increased collaboration and communication; 2) targeted programming that meets identified needs, 3) resource sharing and unified fundraising that includes dollars for an ongoing outreach position.

3. How will your community go about making that change?

Plainview will strengthen communication and resource sharing through implementation of the "One Meeting" format developed in Pine Island over five years ago as that city's Community Planning Team, which built support for their school district's referendum on a new elementary school building.

4. How was that project determined and what community members and organizations were involved in that decision-making process?

   This project is the result of discussions between Plainview's City Administrator, Clarissa Hadler, and the Plainview EDA Director, Judith Jordan, as well as many side discussions with a number of community residents in leadership positions.

   City Council members, EDA Board Commisisoners and the School Superintendent as well as members of Plainview's Chamber of Commerce, Lions Club, American Legion, Community Center, Plainview Foundation and township Boards have been or will be included in discussions. Feedback has been gathered regarding the status of volunteerism in many organization, and their willingness to participate in a "One Meeting" format.

   This review of local organizations has shown that volunteers have had difficulty maintaining activities in many organizations, and that there has been no comprehensive, systemic "scan" of the community to identify unmet needs. Almost all organizations have expressed an interest in having assistance with some aspect of their activities ranging from peer-to-peer communication to marketing to fundraising to program delivery.

SOUTHERN MINNESOTA
INITIATIVE FOUNDATION

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5. Describe the assets and resources available in your community and how you will leverage those assets to accomplish your goals.

Assets/resources that will be leveraged to achieve the goal of "One Meeting" are as follows:
Human and Social Capital: PEM school district staff; service organizations (Lions, Chamber of Commerce, PADCO, EDA, Plainview Foundation, Girl/Boy Scouts, 4H, FFA, American Legion), Library Board, Plainview History Center and Plainview Area Community and Youth Center Board members; surrounding township Board members and City Council.'

Financial Capital: City of Plainview and Plainview EDA, PADCO, Foresight and Peoples State Banks; Lions Club, PEM School District; Plainview Area Foundation; Peoples Electric Cooperative and USDA grants & Loans, as well as individual community members.

B. Project Details (Please note: all grant projects must be completed within a 12-month timeframe)

1. State the overall goal(s).

The grant project goals will be to implement the "One Meeting" format and services defined by participants in this new leadership team.

2. List the objectives (How will you achieve the goal(s)).

Objectives of the "One Meeting" project will be: 1) to enhance communication and collaboration; 2) to increase capacity to meet residents' needs by identifying and prioritizing unmet needs; 3) to develop strategies to address unmet needs locally or to advocate for services at the local, county, state or federal level where possible; 4) to share resources and develop a funding strategy for an outreach coordinator position, which operates under the umbrella of city government.

3. Identify the activities that you request SMIF funding for.

Grant activities will include:
☐ Inclusive representation – Identify and/or recruit a representative from all community groups that provide services to city residents or govern various constituent groups

☐ Convene “One Meeting” and Communication Network - Facilitate the “One Meeting” format by publicizing, facilitating and providing follow-up communication and organizational services for a monthly event to which all organizations are invited. Identify

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barriers to participation and troubleshoot solutions, like providing a child care stipend so young parents can participate. Work with a “One Meeting” leadership team of city government, EDA, school and community group representatives (up to six people) to triage any new activities or services that may feasibly be delivered at the local level by local residents. The outreach coordinator will serve as an information clearinghouse so that “One Meeting” participants can work collaboratively in real time on projects. Where local action is NOT an option and the issue is a high priority, an advocacy strategy will be developed.

 Coordinate Multi-level Community Services Assessment – Work within “One Meeting” format to develop a strategy for assessing unmet needs. This activity would be the first collaborative work from the “One Meeting” group. To avoid duplication of effort, the asessment will incorporate existing, current survey results like the Comprehensive Plan community survey now in progress and other assessments like the Minnesota DHS Services Gaps Analysis Study for Wabasha County.

 Develop Resource/Funding Strategy – Using the results of the “One Meeting” format and the community assessment, develop 1) a matrix of local, state and federal resources and 2) a funding or service delivery plan.

 Next Step Sustainability – In the final quarter of the year-long project, conduct a project evaluation regarding the effectiveness of having a dedicated community organizer embedded within local government. If results merit continuation, develop ongoing funding using public and private dollars to continue the outreach coordinator position. We anticipate that member organizations that have received assistance with various projects will be willing to donate a modest amount to ensure continuing help with their activities. The city may also decide to expand the position and bring it in-house so that this outreach position receives the same benefits as other city employees. Conversely, the city may decide that the position needs to be independent of the city so that other organization's view the position's highest responsibility as one to the One Meeting Community Planning Team.

Who will carry out those activities?
For this grant project, we will use grant and local funds to hire a part-time independent contractor. This contract position will report to the City Administrator but take direction from the One Meeting Community Planning Team.

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4. What other funding source will be used?
   Funding for the position will initially be contributed by the Plainview EDA, City Council and Plainview Area Development Corporation (PADCO).

5. Describe how you will sustain this effort.
   If the One Meeting group decides to continue the position at the end of the one-year grant period, members will be asked to contribute to the position with the city, EDA and PADCO providing the majority of funds. The position may develop in a variety of ways depending on the first year's outcomes. For example, an outreach coordinator might focus on marketing for the city's business group (currently the Plainview Chamber of Commerce), or write grants for the city to fund services to the 65+ population, or expand multi-generational programming at the Plainview Community Center. One attribute of an ongoing position will be the flexibility to respond to changing needs.

III. Evaluation

A. Describe what you plan to measure in order to determine if you project is successful.
Measures would be: 1) number of "One Meeting" events and number of participants; 2) needs assessment results; 3) number of "next step" activities in terms of participants collaborating on specific projects or outcomes of "next step" discussions where activities are not undertaken; 4) fundraising activities; and 5) funding commitments for ongoing position.

B. How will you gather feedback from constituents?
Feedback would be gathered through a variety of methods to include hard-copy and online surveys and key informant interviews as well as focus groups. A feedback loop will be built into every stage of the project to gather information from the greatest number of participants or residents involved in the effort.

C. Who will be involved in evaluation (staff, board, constituents, community, consultants)?
The evaluation will be done by Council, EDA Board, PADCO members, service organization members and community members or groups involved in activities.The overarching goal of this project is to determine whether there is value in having a dedicated outreach coordinator position that facilitates the flow of information and coordinates activities involving more than one group. We want to support volunteers and reduce burnout while helping to identify project and activities where volunteers need to be supported by paid staff. This grant will be the demonstration project that serves as the first step in a process that will hopefully end in funding for a permanent position.

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V. Attachment – Project Budget Worksheet

Please complete the Small Town Grant Project Budget Worksheet (required). This form is available on our website or by request.

VI. Proposal Checklist – Required Documents from Fiscal Agent/Applicant Organization

Nonprofit Organization:	Unit of Government, Public Agency or Public School:
☐ Completed application (available on website) ☐ SMIF Project Budget Worksheet (balanced, available on website) ☐ Audited financials or filed tax forms if unaudited ☐ IRS 501(c)(3) Determination Letter ☐ Letter(s) of support from partner organization(s) other than the applicant organization and fiscal agent All items above must be included or application will be rejected.	☒ Completed application (available on website) ☒ SMIF Project Budget Worksheet (balanced, available on website) ☒ Audited financials or filed tax forms if unaudited ☒ Letter(s) of support from partner organization(s) other than the applicant organization and fiscal agent All items above must be included or application will be rejected.

VII. Application Submittal

I have read thoroughly and comply with the Small Town Grant Program Guidelines. To the best of my knowledge, all information provided in this application is true and correct.

Authorized Signature	Date August 31, 2018
Print Name Judith O. Jordan	Title Plainview Economic Development Director

Applications are available at www.smifoundation.org.

Please contact the Grants Coordinator if you have any questions:

525 Florence Avenue • PO Box 695 • Owatonna, MN 55060-0695
PH 507.455.3215 • FAX 507.455.2098 • smifoundation.org

Jennifer Heien
Grants Coordinator
507-214-7040
jenniferh@smifoundation.org

August 29, 2018

Dear Southern Minnesota Initiative Fund:

The Plainview-Elgin-Millville school district would like to register its support for the City of Plainview's Small Town grant request for $10,000 to fund an outreach coordinator position.

We believe that the One Meeting format that brings Township Boards, local organizations and city government together will help the school district get accurate information out to everyone. While the upcoming school bond referendum will occur before the One Meeting project and outreach coordinator can be put in place, we still anticipate the need to work with other organizations and city government on a variety of issues and projects.

We believe that regular communication in a community-wide forum will increase our capacity to solve problems and share resources, so we encourage you to fund Plainview's request.

Sincerely,

Bill Ihrke
Superintendent, Plainview-Elgin-Millville Community Schools
ISD

Plainview Lions Club
P.O. Box 504
Plainview, MN 55964

The "Get It Done Club"

August 24, 2018

Dear Sirs:

As president of the Plainview Lions Club, I want to voice my support for the city's request for $10,000 through your Foundation's Small Town Grant program. If Plainview receives this funding, the city will put an outreach coordinator in place to help volunteer organizations.

The Plainview Lions Club has been providing activities and services to this community for fifty years. Our activities range from annual Christmas tree pick-up in January to funding eyeglasses and scholarships for needy students at the PEM schools. The Plainview Lions Club has been the lead organization for 48 years in presenting the Corn on the Cob festival, which draws up to 10,000 people to town. In 2007, the city requested that the Lions Club become the lead organization for Old Fashion Christmas. In its 25th year, the Old Fashioned Christmas weekend in Plainview brings in between 3,000 and 6,000 visitors

The Plainview Lions Club relies soly on our club members, who volunteer-particularly our Event Coordinator.

If funded, the outreach coordinator will be a valuable link between our organization and other groups in town. We also believe that an outreach person will help our Event Coordinator with communication and volunteer coordination.

We understand that in a small town, volunteers frequently provide most of the programs that make life better for everyone. We also believe that there is great value in helping your friends, neighbors and fellow citizens. "We Serve" is the motto for Lions Clubs International, and the Plainview Lions Club motto is"The Get it done Club".

That said, more help and support would be very welcome so we are happy to endorse the Small Town Grant request.

Sincerely,

Dan Schmitz

Dan Schmitz
President, Plainview Lions Club

PADCO

Plainview Area Development Corporation

August 17, 2018

Clarissa Hadler
Plainview City Administrator
241 West Broadway
Plainview, MN 55964

RE: City of Plainview One Meeting Project

Dear Clarissa:

Please be advised that PADCO, at its August 15th meeting, voted to approve a $500.00 contribution toward your One Meeting Project. We feel that this concept would be very beneficial to coordinating the economic development process for the City of Plainview. Coordinating efforts of various organizations within the community would eliminate duplication and be much more efficient.

Also, as a board member for the Plainview Area Foundation I would suggest you consider reaching out for a possible grant from them for the same project. The foundations resources are not terribly significant at this time, but a $500.00 grant request submitted in December could very well be approved based on the nature of the request.

If you have any questions concerning this information please feel free to contact me.

Yours truly,

Richard Zabel, President
PADCO

Plainview Area Community & Youth Center Inc.
Cindy Rettmann, Director
346 W Broadway
Plainview MN 55964
Phone 507-534-3802

August 24, 2018

Dear Sirs:

The Plainview Community & Youth Center is fully supportive of the City's request for funding for a community organizer position that has the responsibilities of coordinating communication and convening regular "One Meeting" events in which all Plainview organizations may participate. We also welcome the opportunity to collaborate with other organizations on projects that help to achieve mutual goals.

As an organization that could use additional support, we are very interested in sharing our resources as well as our needs. We want to demonstrate to the city that an organizer will help increase the effectiveness of local organizations' fundraising and programming.

Our history demonstrates the accomplishments as well as the limitations of volunteerism. The Plainview Community & Youth Center was established in the late 1990s as a private, non-profit that originally operated as a Youth Center after acquiring a building on Main Street. By 2003, the Center had expanded its mission and became the site for the SEMCAC Senior Nutrition program and After-school programs for migrant children. Over the years, the mission and services of the Center continued to evolve by developing many offerings for the town's 65+ residents. In addition, the Center's facilities were also made available to all community members and groups.

We currently provide meeting space for the following:

Senior Fitness Program (175 people per month)
PEM Area Senior Dining
Card Clubs (Bridge, Wednesday 500 & Friday 500)
Morning Coffee (1,800 residents attending to date)
Valentine Brunch & Thanksgiving Dinner (70 attending each event)
Cousins Quilters
Garden Club
Edward Jones Coffee Club
Girl Scout Troop meetings
Community Card Parties
Elder Network
Rentals for various events; wedding receptions, baby showers, bridal showers, birthday parties, etc.

As a private, non-profit organization, the Center is directed by a volunteer Board of Directors and managed by a part-time Director. We receive some funds from the City of Plainview, but must raise the majority of the operating budget from our Annual Festival of Trees that draws 500 to 600 visitors to the Center, Sidewalk Sales and Luncheons during city celebrations, and room rentals.

To show our appreciation to the community and to provide opportunities to socialize, we host a Summer Concert Series where everything is free but the pie! This year, the Center will also serve as a polling place for the November election.

We're very supportive of the city's Small Town Grant request and the "One Meeting" concept because we are so dependent on volunteers, who get burned out over time. We believe that the Center is a vital part of downtown as well as important to many groups and provides a level of community service not found anywhere else in town.

In closing, we ask that you fund the Plainview Small Town Grant request, which will open the door to greater city investment in community development programs.

Sincerely,

Cindy Rettmann

Cindy Rettmann Plainview Community & Youth Center Director

The Plainview Area Community & Youth Center is an
Equal Opportunity Provider and Employer.
The PACY Center is a 501 (c) 3 organization that is governed by
a Board of Directors.

PEM CHAMBER OF COMMERCE

August 20, 2018

Dear Sirs:

The PEM Chamber of Commerce is a small group of citizens who live and work in the Plainview, Elgin and Millville Area. We are actively working to promote our small communities and increase the number of offerings for area residents.

This Chamber faces many challenges that include staging events that benefit the whole community with a small number of active members. We know that there are many competing activities and priorities that keep our inactive Chamber members or area residents from helping with events. We'd like to find a way to increase our effectiveness through recruitment of more volunteers because we believe that volunteerism has its rewards.

The proposed "One Meeting" project could be a significant source of assistance as we work to add to the quality of life in our small towns. Specifically, we need a way to get the word out about what we're doing. We also could use some help with the events we support like the Bluebell Festival, Plainview Crazy Daze and various other one-time events and opportunities.

We believe that the strongest communities are those where everyone has the opportunity to participate and to be valued for their contributions. For these reasons, we want to voice our support for the city's proposed "One Meeting" project. Having someone coordinating communication and helping identify resources will go a long way towards increasing the effectiveness of area organizations.

Sincerely,

Ben Fort
PEM Chamber of Commerce Vice-President

Plainview
Public Library
Supporting a lifelong enjoyment of reading and learning

345 1st Ave NW
Plainview, MN 55964
www.plainview.lib.mn.us
(507) 534-3425

August 29, 2018

Southern Minnesota Initiative Foundation
PO Box 695
Owatonna, MN 55060

Dear Sirs:

I am writing on behalf of the Plainview Public Library to express support of the City of Plainview's request for funding through the Southern Minnesota Initiative Fund's Small Town Grants Program. I have been employed by the Plainview Library for 18 years, and believe that the proposed grant activities would be an excellent first step in increasing public investment at a time when there is much momentum for such efforts in our community.

As a city service supported through tax dollars, our Library Board understands the challenges that organizations face in providing services in a small town. I anticipate many benefits to the "One Meeting" concept. Having this platform in our community provides opportunities to share initiatives and better communicate them within the community, streamline funding requests so that each organization can focus on their individual portion of a greater plan, and nurture relationships with volunteers by ensuring deliberate and impactful experiences for those that give of their time and talents.

I am personally eager to participate in the proposed "One Meeting" concept, and believe that there is power in bringing organizations together to leverage their resources as means to effect meaningful change in the quality of life for the citizens that we serve.

For these reasons, I request that you fund Plainview's Small Town Grant application.

Sincerely,

Alice L Henderson

Alice Henderson
Director, Plainview Public Library

Pine Island
Economic Development Authority

Dear SMIF:

I am writing this letter in support of Plainview's efforts to initiate the "One Meeting" project in the Planview area.   I believe that this project will definitely create more community involvement and allow community leaders to collaborate with each other more frequently . It will help the leaders to become aware of challenges other organizations and communities face and how they can work together achieve more positive outcomes.

Pine Island has been using this meeting format, which we called a "Community Leadership Team," for around five years now. The team was created to help the Pine Island school district pass the referendum for their new Elementary School building. This meeting format allowed leaders from the surrounding townships and communities to understand what the school district needed from them.

After the referendum passed, the need for communication was the biggest takeaway from those meetings. We continued to meet as a Community Leadership Team and that inclusive format has allowed the townships, cities and school district to work on other projects, answer questions, and engage in problem solving.

We would like to see other communities adopt this meeting format because community leadership begins with dialogue between all government, organizations and stakeholders affected by an issue. We have found that area leaders' interest in other affairs in our service delivery area has increased remarkably.

The monthly Community Leadership Team meetings include updates during which other municipalities and stakeholders ask questions and sometimes offer help. Most importantly, when an area project comes along, this group can take the lead because relationships are in place and a level of trust has been established.

We found that starting an inclusive meeting that crosses geographic and organizational boundaries takes buy-in and a great amount of hard work. Hence, everyone with a stake in outcomes must work together to make this project successful.

I encourage you to grant them the requested financing, and I offer my support to the Plainview project as the EDA Director for Pine Island and encourage them to call if they assistance.

Sincerely,

Devin Swanberg

Devin Swanberg

106 2nd Street SW, PO Box 727
Pine Island, MN 55963
651-334-9956
Email: pieda@bevcomm.net

Southeastern Minnesota
AREA AGENCY on AGING

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August 30, 2018

Jennifer Heien
SMIF Grants Coordinator
525 Florence Avenue
Owatonna MN, 55060

Dear Ms. Heien,

The Southeastern Minnesota Area Agency on Aging (SEMAAA), is pleased to announce our support of the Small Town Grant Application submitted by the Plainview Economic Development Authority (EDA). SEMAAA is a private nonprofit 501(c)(3) agency dedicated to advocating for the needs of older adults in the eleven county area of southeastern MN. We provide community support services and link older adults to resources that can help them remain living safely in their own homes and communities.

Over the next two decades, the proportion of the U.S. population over age 60 will dramatically increase. It is estimated that by the year 2030 one in five Americans will be 65 and older. The Plainview EDA's proposal outlines a comprehensive plan to address areas such as the lack of housing and the loss of household income as the 65 plus segment of the population ages.

SEMAAA has collaborated with the Plainview EDA to identify community needs and gap areas for many years and they have continually proven to be a good steward of all funds allocated to them. I have complete confidence in their ability to implement the proposed "One Meeting" concept to bring local organizations together to focus on gaining consensus on priority issues.

The Plainview EDA is a trusted community service entity that continually analyzes the needs for improvement in service delivery and outreach efforts to reach underserved low-income older individuals in Wabasha County. This is a direct connection to the Department of Human Services/MN Board on Aging's State Plan to learn more about the service gaps in each county and identify partners to address these needs through the MN 2030 initiative.

The development of an outreach coordinator positon will be a direct solution to enhancing communication and collaboration with residents and community partners throughout the county. This position will have an impact on developing targeted programming that proposes solutions to the identified gap areas and needs

Thank you for your consideration of the grant-funding request submitted by the Plainview EDA. The "One Meeting" concept is a powerful tool that will build collaboration and foster an inclusive community.

Best Regards,

Laurie Brownell
Executive Director
SE MN Area Agency on Aging