REGULAR CITY COUNCIL MEETING
AGENDA
Tuesday, February 8, 2022, at 6:00 P.M.
Location: Church of Christ 205 1st St. NE Plainview

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

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

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **PUBLIC COMMENTS**– *Using the Four Minutes Per Attendee Policy*

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

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

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

4. **APPROVAL OF AGENDA**
5. **APPROVAL OF CONSENT AGENDA**
   - A. City Council Minutes- January 10, 2022 and January 11, 2022
   - B. Bills
   - C. Permits/Licenses/Donations
     1. Donation from Deanna Sawyer
     2. Gambling Permit – Plainview Lions Club
   - D. Department Head Reports and Board Minutes
   - E. Appointment -Fire Relief Association Board of Trustees for 2022
6. **UNFINISHED BUSINESS -** none
7. **NEW BUSINESS**
   - A. Development Process Improvement Project
   - B. Facility Use Agreement with the Church of Christ
   - C. Police Department - Squad Purchase
   - D. 2022 Pool Wages
8. **INFORMATION ONLY DOCUMENTS**
   - A. 2021 City of Plainview Highlights
   - B. Mike Lyons-December 2021 Storm Emergency Response Recap
9. **COUNCIL COMMENT**
10. **ADJOURN**

PLAINVIEW
CITY COUNCIL ACTION

Executive Summary
City Council Regular Meeting: February 8, 2022

AGENDA ITEM: Minutes	**AGENDA SECTION:** Consent
PREPARED BY: Carol Kujath, City Clerk	**AGENDA NO. 5.A.**
ATTACHMENTS: Draft Minutes	**APPROVED BY: dt**

RECOMMENDED ACTION:
1. Motion to approve Minutes of the January 10, 2022 Special Meeting Proceedings.
2. Motion to approve Minutes of the January 11, 2022 Regular Meeting Proceedings.

Plainview City Council
Special Meeting
January 10, 2022 at 5:30 p.m.

1. **CALL TO ORDER-** Mayor Luckstein called the Plainview City Council Special Meeting to order on Monday, January 10, 2022 at 5:37 p.m.

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

   Council Members absent: Kieffer.

   Department Heads in attendance: City Administrator David Todd, Finance Director Vicki Axley, City Clerk Carol Kujath, and Public Works Director Shane Loftus.

   Department Heads absent: Deputy Clerk Kayla Hall, Library Director Alice Henderson, Police Chief Jason Timm, and Fire Chief Ed Jacobs.

   Guests in attendance: Brian Malm, Tom Wiener, Kenneth Bush, Tony Montgomery, Greg Speedling.

   By Zoom: Mike Flaherty

2. **PLEDGE OF ALLEGIANCE**

3. **APPROVAL OF THE AGENDA -**Motion by Reeve second by Jacobs to approve the agenda. Motion carried unanimously.

4. **UNFINISHED BUSINESS**
   A. **Skye View Development – Special District Ordinance Summary for Publication** – The Plainview City Council approved Ordinance No. 2021-04 at the December 14, 2021 regular meeting. Per state statute, when adopting a new ordinance, the ordinance should be published in full in the newspaper, but the Council by four-fifths vote can approve a summary of the ordinance for publication.
   Motion by Jacobs, second by Hammer Bartley to approve the summary of Skye View Development Special District Ordinance 2021-04 for publication.
   Vote:4-0-1
   Aye: Luckstein, Reeve, Jacobs, and Hammer Bartley
   Nay: None
   Absent: Kieffer
   Motion carried. *Summary will be published on 1/13/2022 and 1/20/2022.*

5. **NEW BUSINESS**
   A. **Skye View Development – Preliminary Plat –** The City received a Preliminary Plat Application for Skye View Development located in the southern part of Plainview, south of Highway 42 and between 255th Ave and 3rd St SW. The property is zoned SD for Skye View Special District and overlay. The property totals approximately 9.19 acres. The preliminary plat request is for seven outlots, with one dedicated for stormwater retention.

The plat also includes thirteen parcels for attached single-family homes and townhomes. A public hearing was held on January 4, 2022 at a Planning and Zoning Commission meeting whereby the preliminary plat was discussed, and public input was heard. The Planning Commission, by unanimous vote, forwarded it to City Council recommending approval, with some conditions.

1. The applicant shall make the following revisions to be compliant with code:
   a. Adjust Lots 1 and 2 to be at least sixty feet in width.
   b. Adjust Lots 3, 6, and 9 to have correct setbacks for an exterior townhouse.
2. A determination that the proposed preliminary plat does not conflict with any conditions listed in Section 620.4 of the Plainview City Code, and thus approval of the preliminary plat is appropriate.
3. The preliminary plat shall generally be consistent with the Skye View Special District.
4. Public roadway connection to Highway 42 shall be required as a part of the first phase of the proposed development.
5. Formal MnDOT approval for Highway 42 access shall be required prior to final plat approval.
6. Highway 42 right-of-way shall be dedicated to MnDOT as a part of the Final Plan
7. Final plat and construction plans shall show that access to Parcel No.'s 14.00110.00 and 14.00109.06 is maintained through the special district property during construction of the improvements and after the improvements are made.
8. A traffic impact study shall be completed prior to approval of the Final Plat.
9. A method for accomplishing the needed watermain extension for the development will need to be determined, including cost allocation, prior to approval of the Final Plat.
10. Plans and specifications and all applicable permits for the required infrastructure improvements shall be submitted for City review and shall be approved by the City prior to Final Plat approval.
11. A Development Agreement to install the required infrastructure improvements necessary to support development on lots within the proposed subdivision will be required as a condition of Final Plat approval in accordance with City Code.
12. Easements included on the final plat shall conform with those shown on the preliminary plat, as well as any adjustments or additions determined to be needed by the City during preparation and review of final plans and specifications for the proposed subdivision improvements.
13. The parkland dedication cash in lieu of land amount shall be determined and finalized as a part of the development agreement.
14. All other comments or conditions from city departments, franchise service and utility providers, or other authorities with jurisdiction over this development shall apply to this development.
15. Unless earlier rescinded by the City Council, approval of a preliminary plat is limited to a period of one year, after which time the applicant is required to resubmit a preliminary plat. Upon application filed with the City Clerk, the City Council may continue the approval for an additional period of time. The application shall be filed at least 20 days prior to expiration of the approval of the preliminary plat. In the event the developer does not submit a final plat for approval within this time limits listed herein, the preliminary plat approval in this resolution shall expire.

Mayor Luckstein allowed the public and the developer the opportunity to speak before the motion was called.
-Kenneth Bush – WSE Massey Engineering – Applauded the City for their efforts, for supporting businesses in Plainview.

-Tony Montgomery – 630 2nd Street NW – Emailed Council and City Staff of his concerns regarding the easement to the north. Had questions as to if this overlay was permissible over this easement.
Brian Malm read through the recommendations from the staff report and answered questions. Developer Tom Wiener agreed with the conditions.
Mayor Luckstein asked that the clerical error be corrected on page 2 of the resolution.
Motion by Reeve, second by Jacobs to approve Resolution 2022-01 approving a Preliminary Plat, with clerical error corrected, to be known as Skye View Development with conditions as listed.
Motion carried.

B. **Skye View Development - Resolution of Support for Tax Abatement –** Skye View Development, LLC has proposed a development in the City of Plainview that will provide market rate owner/occupied housing and market rate rentals for City, consistent with current housing needs and the City's Comprehensive Plan. City Council approved the zoning and preliminary plat to assist the developer with pursing this project. The developer has asked the City to submit a grant to the Minnesota Housing Authority to assist with funding this project. The application deadline for submittal is January 11, 2022 at 12:00 p.m. (noon). City staff is seeking Council approval to submit the grant application to the Minnesota Housing Workforce Development Program to assist the developer with financing the project. The project will consist of forty-three new market rate units, including one 39-unit multifamily apartment building ranging in studio to 2-bedroom units and four (4) single-family rowhouses ranging in 2-to-3 bedroom units.
The total grant request is for $1.9 million, and the City is supportive of tax abatement in the amount of $950,000 as a match to the grant money.
Mayor Luckstein allowed the developer and the public to speak on this before calling for a motion.
-Tony Montgomery - 630 2nd Street NW- Concerns with tax abatement and called it a tremendous amount of money for the City. Thought the general public needed more information.
- Greg Speedling – 25408 533rd Street – Agreed with Montgomery on the general public needing more information. However, believes this will be a good subdivision for Plainview, and make the City "look alive again." Referenced Fisk Acres, Levan, and Pete Meyer subdivisions that either were a TIF district or had tax abatement. Didn't believe the plowing roads would be a hardship for the City.
-Kenneth Bush – WSE Massey Engineering – Believes this development is an economic opportunity for the City of Plainview.
-Tom Wiener – Developer – Thanked EDA Director and the City of Plainview for bringing this opportunity forward. Wanted to be clear that the abatement is only for the rental project, not the whole development. Mr. Wiener explained how the tax abatement worked for this project. He believes this project will expand the City's workforce and increase taxes for the City, County, and School District.
The Council had a lengthy discussion. Questions were asked about the competitive grant, why a 20-year abatement instead of a 10 or 15 year abatement, and expressed concerns about maintenance during the tax abatement period.
Motion by Jacobs, second by Hammer Bartley to approve Resolution 2022-02 allowing the submittal of the Minnesota Housing Workforce Development Program Grant Application to MN Housing Authority and supporting tax abatement for Skye View Development project.
Motion carried unanimously.

C. **MN Housing Workforce Development Program Grant Application –** The MN Housing Workforce Development Program Grant Application was discussed during 5B (above) and was included in the motion above.

D. **Development Services Coordinator Hire – Richard Baker -** City Staff, along with an EDA hiring committee, reviewed applications and interviewed the top 4 candidates to fill the newly created position of Development Services Coordinator. Mr. Baker has experience in strategic planning, grant writing, community outreach, economic development, and public relations. He also has a broad knowledge and education in planning and zoning and excels in leadership. Mr. Baker agreed with the conditional offer letter with the following: Starting salary at step two grade 10 ($29.71 per hour FLSA non-exempt) with City provided benefits, with a start date of January 18, 2022.
The EDA board have voted in favor of this hire.
Motion by Hammer Bartley, second by Jacobs to discuss and approve hiring Richard Baker for Development Services Coordinator.
Motion carried unanimously.

6. ADJOURN – Luckstein made a motion to adjourn the meeting. Second by Reeve.
Meeting adjourned at 6:55 p.m.

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Aaron Luckstein, Mayor | Carol Kujath, City Clerk

REGULAR PLAINVIEW CITY COUNCIL MEETING
Tuesday January 11, 2022 at 6:00 P.M.

1. CALL TO ORDER- Mayor Luckstein called the Regular Plainview City Council meeting to order on Tuesday January 11, 2022 at 6:00 p.m.

Council Members in attendance: Aaron Luckstein, Holly Reeve, Lindsay Hammer Bartley, Ben Jacobs, and Andrea Kieffer.
Council Members absent: None.
Department Heads in attendance: City Administrator David Todd, Finance Director Vicki Axley, City Clerk Carol Kujath, Deputy Clerk Kayla Hall, Police Chief Jason Timm, Public Works Director Shane Loftus, and Library Director Alice Henderson.
Department Heads absent: Fire Chief Ed Jacobs.

Guests in attendance: Brian Malm, Susan Buck, Curt Buck, and Richard Johnson.

2. PLEDGE OF ALLEGIANCE-

3. PUBLIC COMMENTS – None

4. **APPROVAL OF AGENDA** – Motion by Reeve, second by Jacobs to approve the Agenda. Motion carried unanimously.

5. APPROVAL OF CONSENT AGENDA – Motion by Hammer Bartley, second by Kieffer to approve the Consent Agenda. Motion carried unanimously.

- **A.** City Council Minutes – December 14, 2021
- **B.** Bills
- **C.** Permits/Licenses/Donations-
    1. Gambling Permit – Bulldog Youth Baseball
    2. Refuse Collector License – Interstate Disposal Service LLC
- **D.** Department Head Reports and Board Minutes
- **E.** Meeting Schedule for 2022- Regular City Council meetings will be held the second Tuesday of each month at 6:00 p.m.
- **F.** Council Appointment for 2022 –
  Department Liaison as follows: Finance-Luckstein, Police-Kieffer, Fire-Reeve, Library-Hammer Bartley, Public Works/Streets/Parks-Jacobs.
  Acting Mayor ("Mayor Pro Tem")-Reeve
  Planning Commission-Jacobs and Reeve
  Parks and Trails Commission-Jacobs
  EDA Board-Luckstein and Kieffer
  Personnel Committee-Reeve and Hammer Bartley
  Budget/Finance/Audit Committee-Luckstein and Kieffer
  Library Board-Hammer Bartley
- **G.** Official Designations for 2022-
  Designation of Banks and Investment Institutions- Peoples State Bank, Foresight Bank, Edward Jones, 4M Fund.
  Authorization of Official Signatories- Aaron Luckstein (Mayor), Vicki Axley (Finance Director), David Todd (City Administrator), Carol Kujath (City Clerk), Kayla Hall (Deputy Clerk).
  Authorization of Facsimile Signatures: Aaron Luckstein (Mayor) and Vicki Axley (Finance Director).
  Designation of Official Newspaper-Plainview News.
  Designation of Auditor (2021 Audit)- Hawkins Ash CPA, LLP.
  Designation of Engineer-Brian Malm Bolton & Menk, Inc.

Designation of Treasurer- Vicki Axley (Finance Director).
Designation of City Attorneys-Mike Flaherty - Flaherty & Hood (Civil Attorney), Brandon Fitzsimmons - Flaherty & Hood (Personnel Attorney), Wabasha County Attorney (Criminal Attorney)

H. Planning/Zoning Commission Term – Ann Liebenow-Anttila to a 3-year term to expire on December 31, 2024.

I. 2021 Report of the Plainview Planning Commission

7. UNFINISHED BUSINESS – None

8. NEW BUSINESS

A. 2022 Fee Schedule-Ordinance 2022-01 and Resolution 2022-03- Each year the City Council reviews and amends the fees set forth for City services and utilities. The fee schedule was discussed by Todd and the Council. Luckstein asked about the cemetery increased fee, which was due to Nelson Granite increasing their prices. Motion made by Jacobs, seconded by Hammer Bartley to approve Ordinance 2022-01 and Resolution 2022-03.
Aye: Luckstein, Reeve, Jacobs, Hammer Bartley, and Kieffer
Nay: None
Motion carried unanimously.
2022 Fee Schedule can be viewed at City Hall or on the City of Plainview's website

B. Orchard Hills 7th Preliminary Plat Extension Request – On January 12, 2021, a preliminary plat submitted by Peter Meyer for the proposed Orchard Hills 7th subdivision was approved by City Council. The preliminary plat included 26 single family lots and one detention pond lot on 10.83 acres. Following approval of the preliminary plat, Mr. Meyer decided to split the proposed subdivision into two phases and submitted a final plat, splitting the development into two parts, with the southerly portion of the development platted as developable lots, and the northern portion platted as a Outlot for future development. The final plat was approved by Council at the May 12, 2021 Council meeting.
Mr. Meyer has now requested to proceed with replatting Outlot B of the Orchard Hills 7th subdivision as developable lots. The replat would be titled Orchard Hills 8th.
City Code section 609.10 allows for the resubdivision of property provided that the same procedure is followed for subdivision of property. City Code requires preliminary plat approval prior to final plat approval, therefore proposed Orchard Hills 8th replat requires an approved preliminary plat. The approved Orchard Hills 7th plat meets the preliminary plat requirements in City Code for the proposed Orchard Hills 8th replat.
However, City Code section 620.14 indicates that preliminary plat approval is good for 1 year unless extended by City Council upon application by the developer 20 days prior to expiration. Since the preliminary plat was approved on January 12, 2021, the preliminary plat approval will expire on January 12, 2022 and an application for extension would have needed to be submitted on December 23, 2021. An application for an extension was submitted on January 6, 2022.
Although the developer did not submit the application within the required time period, staff recommends that City Council approve the applicant's request for an extension of the Orchard Hills 7th preliminary plat for a period of 1 year, until January 12, 2023. This will allow the developer to proceed directly to final plat for the proposed Orchard Hills 8th subdivision replat of Outlot B. Not providing the extension would require the developer to submit a new preliminary plat. Staff does not believe this is necessary, as all of the required information needed to consider approval of the proposed final plat is already included on the existing Orchard Hills 7th preliminary plat.
Motion by Jacobs, second by Kieffer to approve the extension of the Preliminary Plat of Orchard Hills 7th for one year to January 12, 2023.
Motion carried unanimously.

9. INFORMATION ONLY DOCUMENTS – none

10. COUNCIL COMMENT

-Luckstein – Would like to have the Fire Department give a report on the December storm to Council at the February Council meeting.
-Luckstein – Thanked the Department Heads for the Accomplishment Report for 2021. Would like this added to the "Information Only Documents" section of the February meeting.
-Luckstein – "Mayor for a Day" essay contest will be held at a future date. Would like a volunteer to go through essays and decide on a winner.
-Luckstein – Did receive questions from the public regarding the Special City Council meeting that was held on January 10, 2022 in regard to Skye View grant application and tax abatement. Would like to have a conversation on having more video feed, if using City Hall for Special meetings.
-Jacobs – The Memorial project for the bike trail head is moving forward. The Parks and Trails Commission is collaborating with the Boy Scouts and the Legion to come up with funding ideas. If anyone is interested in helping, or has ideas, please come to the next Parks and Trails Commission meeting on January 25, 2022.
-Reeve – Asked if the Parks and Trails Commission need members.
-Jacobs – Yes members are needed.

11. ADJOURN –

Motion by Luckstein, second by Hammer Bartley to adjourn the Plainview City Council meeting. Motion carried. Meeting adjourned at 6:22 pm.

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Aaron Luckstein, Mayor Carol Kujath, City Clerk

PLAINVIEW
CITY COUNCIL ACTION

Executive Summary
City Council Regular Meeting: February 8, 2022

AGENDA ITEM: Bills	**AGENDA SECTION:** Consent
PREPARED BY: Vicki Axley	**AGENDA NO. 5.B.**
ATTACHMENTS: Bills Report	**APPROVED BY: dt**
RECOMMENDED ACTION: **Motion** to approve payment of all bills listed in attached report.	

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

Input Date	Invoice	Seq	Type	Description	Invoice Date	Due Date	Total Cost	GL Account
106632 AG PARTNERS COOP								
01/14/2022	003454	1	Invoice	2019 INTERNATIONAL SPRAYER PARTS	01/12/2022	01/14/2022	38.46	101-43125-221
Total 106632 AG PARTNERS COOP:							38.46	
751 ANCOM COMMUNICATIONS								
01/13/2022	105722	1	Invoice	REMOTE SPKR-MIC/FIRE DEPT.	01/05/2022	01/14/2022	167.35	101-42200-321
02/03/2022	106135	1	Invoice	PAGERS FOR FIRE DEPARTMENT	01/28/2022	02/03/2022	2,770.00	101-42200-221
Total 751 ANCOM COMMUNICATIONS:							2,937.35	
19 APPEL'S SERVICE INC								
01/14/2022	088222	1	Invoice	TIRES/PW	12/06/2021	01/14/2022	1,222.72	101-43100-221
Total 19 APPEL'S SERVICE INC:							1,222.72	
106617 AT&T MOBILITY								
01/14/2022	2872918546	1	Invoice	PHONES POLICE	12/25/2021	01/14/2022	1,111.67	101-42100-321
Total 106617 AT&T MOBILITY:							1,111.67	
106772 BADGER METER								
02/01/2022	80091396	1	Invoice	MONTHLY FEE-ORION CELLULAR	01/31/2022	02/03/2022	269.67	601-49400-321
Total 106772 BADGER METER:							269.67	
104716 BAKER & TAYLOR								
01/26/2022	L2300462 JA	1	Invoice	BOOKS/LIBRARY	12/31/2021	01/27/2022	674.28	211-45500-592
01/26/2022	LS22010079	1	Invoice	BOOK LEASE/LIBRARY	01/03/2022	01/27/2022	1,103.40	211-45500-592
Total 104716 BAKER & TAYLOR:							1,777.68	
329 BECKLEYS OFFICE PRODUCTS								
01/13/2022	JANUARY 10	1	Invoice	paper shred	01/10/2022	01/14/2022	39.50	101-41500-401
Total 329 BECKLEYS OFFICE PRODUCTS:							39.50	
31 BENNETT & SONS SAND & GRAVEL								
01/26/2022	38287	1	Invoice	HAUL & PUSH UP SNOW 12/11/21 &12/29/21	12/31/2021	01/27/2022	7,914.50	101-43125-310
Total 31 BENNETT & SONS SAND & GRAVEL:							7,914.50	
106463 BOLTON & MENK, INC.								
02/01/2022	0283278	1	Invoice	GENERAL ENGINEERING-ORCHARD HILLS 7	01/26/2022	02/03/2022	6,617.50	101-41500-303
02/01/2022	0283489	1	Invoice	PLANNING ENGINEERING/ADMIN	01/26/2022	02/03/2022	2,480.00	101-41500-303
Total 106463 BOLTON & MENK, INC.:							9,097.50	
106219 BRAUN, DAVID								
02/01/2022	228122	1	Invoice	REPAIRS/SNOW	12/28/2021	02/03/2022	182.00	101-43125-221
Total 106219 BRAUN, DAVID:							182.00	
105305 BROWNELLS, INC.								
02/03/2022	22039442.00	1	Invoice	PARTS/PD	01/27/2022	02/03/2022	197.91	101-42100-418

Input Date	Invoice	Seq	Type	Description	Invoice Date	Due Date	Total Cost	GL Account
Total 105305 BROWNELLS, INC.:							197.91	
106449 CINTAS CORPORATION								
02/01/2022	4105606941	1	Invoice	MATS, SCRAPER, BOWL CLIP/PW	01/25/2022	02/03/2022	22.25	101-43100-310
02/01/2022	4106547580	1	Invoice	MATS, SCRAPER, BOWL CLIP/PW	01/04/2022	02/03/2022	22.25	101-43100-310
02/01/2022	4107238253	1	Invoice	MATS, SCRAPER, BOWL CLIP/PW	01/11/2022	02/03/2022	22.25	101-43100-310
02/01/2022	4107238301	1	Invoice	MOPS&TOWELS/CITYHALL	01/11/2022	02/03/2022	18.63	101-41500-310
02/01/2022	4107917337	1	Invoice	MATS, SCRAPER, BOWL CLIP/PW	01/18/2022	02/03/2022	22.25	101-43100-310
Total 106449 CINTAS CORPORATION:							107.63	
106428 DATA SMART COMPUTERS INC.								
01/31/2022	71874	1	Invoice	MICROSOFT 365 LICENSES	11/04/2021	02/03/2022	103.00	101-41500-309
01/27/2022	72810	1	Invoice	ADAPTER/ADMIN	01/14/2022	01/27/2022	30.77	101-41500-201
01/27/2022	72827	1	Invoice	IT SUPPORT/ADMIN	01/18/2022	01/27/2022	687.50	101-41500-310
02/01/2022	72963	1	Invoice	DATTO BACKUP	02/01/2022	02/03/2022	149.00	101-41500-309
02/01/2022	72964	1	Invoice	ADMIN ANTI-VIRUS MONTHLY	02/01/2022	02/03/2022	75.00	101-41500-309
02/01/2022	73065	1	Invoice	ANTI-VIRUS WITH REMOTE CONTROL/FIRE	02/01/2022	02/03/2022	6.49	101-42200-309
02/03/2022	73186	1	Invoice	FORTINET NETWORK SECURITY 2022/ADMI	02/03/2022	02/03/2022	469.46	101-41500-309
Total 106428 DATA SMART COMPUTERS INC.:							1,521.22	
105564 DEARBORN LIFE INS CO.								
01/26/2022	FEBRUARY	1	Invoice	EMPLOYEE INS.	01/13/2022	01/27/2022	131.51	101-41500-131
01/26/2022	FEBRUARY	2	Invoice	EMPLOYEE INS.	01/13/2022	01/27/2022	296.27	101-42100-131
01/26/2022	FEBRUARY	3	Invoice	EMPLOYEE INS.	01/13/2022	01/27/2022	69.45	101-43100-131
01/26/2022	FEBRUARY	4	Invoice	EMPLOYEE INS.	01/13/2022	01/27/2022	70.09	211-45500-131
01/26/2022	FEBRUARY	5	Invoice	EMPLOYEE INS.	01/13/2022	01/27/2022	31.01	225-45200-131
01/26/2022	FEBRUARY	6	Invoice	EMPLOYEE INS.	01/13/2022	01/27/2022	30.13	601-49400-131
01/26/2022	FEBRUARY	7	Invoice	EMPLOYEE INS.	01/13/2022	01/27/2022	30.90	602-49450-131
Total 105564 DEARBORN LIFE INS CO.:							659.36	
105909 ELGIN AMBULANCE SERVICE								
02/03/2022	1001	1	Invoice	BLS PROVIDER CLASS FOR 14 INDIVIDUALS	01/28/2022	02/03/2022	770.00	101-42200-331
Total 105909 ELGIN AMBULANCE SERVICE:							770.00	
106814 ELITE TILE, TOPS AND FLOORING LLC								
01/26/2022	1482	1	Invoice	CARPET NEW OFFICE/ADMIN	01/13/2022	01/27/2022	834.24	101-41500-223
Total 106814 ELITE TILE, TOPS AND FLOORING LLC:							834.24	
498 EMERGENCY APPARATUS MAINTENANC								
02/03/2022	121665	1	Invoice	F75 BERKELEY PUMP LEAKING/FIRE DEPT.	01/19/2022	02/03/2022	124.95	101-42200-221
02/03/2022	121665	2	Invoice	F75 BERKELEY PUMP LEAKING/FIRE DEPT.	01/19/2022	02/03/2022	124.94	245-42200-221
Total 498 EMERGENCY APPARATUS MAINTENANC:							249.89	
105049 FIRE SAFETY USA, INC.								
01/26/2022	155425	1	Invoice	VULCAN 180 STANDARD SYSTEM/FIRE DEP	01/17/2022	01/27/2022	583.50	101-42200-221
Total 105049 FIRE SAFETY USA, INC.:							583.50	
105806 FLAHERTY & HOOD, P.A.								
01/13/2022	17047	1	Invoice	DEC. ADMIN LEGAL FEES - SKYEVIEW	01/04/2022	01/14/2022	1,877.50	101-41500-304

Input Date	Invoice	Seq	Type	Description	Invoice Date	Due Date	Total Cost	GL Account
Total 105806 FLAHERTY & HOOD, P.A.:							1,877.50	
93 FORESIGHT BANK								
01/21/2022	2/1/22	1	Invoice	BOND PRINCIPAL/WATER	01/14/2022	01/21/2022	109,500.00	601-49400-601
01/21/2022	2/1/22	2	Invoice	BOND PRINCIPAL/SEWER	01/14/2022	01/21/2022	109,500.00	602-49450-601
01/21/2022	2/1/22	3	Invoice	BOND INTEREST/WATER	01/14/2022	01/21/2022	11,100.00	601-49400-611
01/21/2022	2/1/22	4	Invoice	BOND INTEREST/SEWER	01/14/2022	01/21/2022	11,100.00	602-49450-611
Total 93 FORESIGHT BANK:							241,200.00	
104 GOPHER STATE ONE CALL								
01/26/2022	2000679	1	Invoice	LOCATES WATER	01/31/2022	01/31/2022	25.00	601-49400-310
01/26/2022	2000679	2	Invoice	LOCATES SEWER	01/31/2022	01/31/2022	25.00	602-49450-310
Total 104 GOPHER STATE ONE CALL:							50.00	
106796 HALL, KAYLA								
01/13/2022	CABELA'S 1	1	Invoice	REIMBURSE UNIFORM ALLOWANCE	12/31/2021	01/14/2022	84.97	101-41500-417
01/13/2022	SISTIQUE 12	1	Invoice	REIMBURSE UNIFORM ALLOWANCE	12/31/2021	01/14/2022	83.99	101-41500-417
Total 106796 HALL, KAYLA:							168.96	
105808 HBC, INC.								
01/13/2022	105099 JAN	1	Invoice	PHONE&INTERNET/FIRE DEPT.	01/02/2022	01/14/2022	173.40	101-42200-321
02/03/2022	1277099 JAN	1	Invoice	PHONE & INTERNET/POOL	02/03/2022	02/03/2022	47.38	225-45128-321
01/13/2022	71466 JANU	1	Invoice	PHONE&INTERN/LIBRARY	01/02/2022	01/14/2022	67.48	211-45500-321
01/13/2022	78487 JANU	1	Invoice	PHONE INTERNET/ADMIN	01/02/2022	01/14/2022	516.41	101-41500-321
01/13/2022	78487 JANU	2	Invoice	PHONE INTERNET/POLICE	01/02/2022	01/14/2022	297.06	101-42100-321
01/13/2022	78487 JANU	3	Invoice	PHONE INTERNET/PUBLIC WORKS	01/02/2022	01/14/2022	283.80	101-43100-321
Total 105808 HBC, INC.:							1,385.53	
116 HIGH PLAINS								
01/25/2022	12/31/21 STA	1	Invoice	FUEL/FIRE DEPT	12/31/2021	01/27/2022	189.86	101-42200-212
01/25/2022	186718	1	Invoice	FUEL/SNOW	12/07/2021	01/27/2022	65.81	101-43125-212
01/25/2022	186719	1	Invoice	FUEL/SNOW	12/07/2021	01/27/2022	33.45	101-43125-212
01/25/2022	186755	1	Invoice	FUEL/SNOW	12/08/2021	01/27/2022	81.91	101-43125-212
01/25/2022	186759	1	Invoice	FUEL/SNOW	12/08/2021	01/27/2022	89.52	101-43125-212
01/25/2022	186854	1	Invoice	FUEL/SNOW	12/10/2021	01/27/2022	43.32	101-43125-212
01/25/2022	186855	1	Invoice	FUEL/SNOW	12/10/2021	01/27/2022	34.55	101-43125-212
01/25/2022	186871	1	Invoice	FUEL/SNOW	12/11/2021	01/27/2022	117.25	101-43125-212
01/25/2022	186874	1	Invoice	FUEL/SNOW	12/11/2021	01/27/2022	115.38	101-43125-212
01/25/2022	186931	1	Invoice	FUEL/SNOW	12/13/2021	01/27/2022	44.74	101-43125-212
01/25/2022	186932	1	Invoice	FUEL/SNOW	12/13/2021	01/27/2022	152.86	101-43125-212
01/25/2022	186939	1	Invoice	FUEL/SNOW	12/13/2021	01/27/2022	16.83	101-43125-212
01/25/2022	186980	1	Invoice	FUEL/SNOW	12/14/2021	01/27/2022	77.88	101-43125-212
01/25/2022	187018	1	Invoice	FUEL/SNOW	12/15/2021	01/27/2022	18.04	101-43125-212
01/25/2022	187073	1	Invoice	FUEL/PW	12/17/2021	01/27/2022	89.82	101-43100-212
01/25/2022	187112	1	Invoice	FUEL/SNOW	12/18/2021	01/27/2022	42.05	101-43125-212
01/25/2022	187113	1	Invoice	FUEL/SNOW	12/18/2021	01/27/2022	88.19	101-43125-212
01/25/2022	187169	1	Invoice	FUEL/PW	12/20/2021	01/27/2022	8.02	101-43100-212
01/25/2022	187286	1	Invoice	FUEL/PW	12/23/2021	01/27/2022	96.04	101-43100-212
01/25/2022	187388	1	Invoice	FUEL/SNOW	12/27/2021	01/27/2022	30.13	101-43125-212
01/25/2022	187441	1	Invoice	FUEL/SNOW	12/29/2021	01/27/2022	63.33	101-43125-212
01/25/2022	187486	1	Invoice	FUEL/PW	12/30/2021	01/27/2022	60.40	101-43100-212
01/25/2022	701-1	1	Invoice	CAR WASH/PD	12/20/2021	01/27/2022	11.00	101-42100-221

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				Total 116 HIGH PLAINS:			1,570.38	
106813 HOYER CONSTRUCTION								
01/31/2022	PL21-93 REF	1	Invoice	REFUND DEPOSIT	01/31/2022	02/03/2022	100.00	101-41500-32210
01/31/2022	PL21-94 REF	1	Invoice	REFUND DEPOSIT	01/31/2022	02/03/2022	100.00	101-41500-32210
				Total 106813 HOYER CONSTRUCTION:			200.00	
105714 I.U.O.E LOCAL49 FRINGE BENEFIT FUND								
01/25/2022	2-1-22 BAKE	1	Invoice	NEW EMPLOYEE FEB 2022 RICHARD BAKER	01/25/2022	01/25/2022	610.80	101-41500-131
01/25/2022	2-1-22 BAKE	2	Invoice	NEW EMPLOYEE FEB 2022 RICHARD BAKER	01/25/2022	01/25/2022	916.20	101-46500-131
02/03/2022	MARCH 202	1	Invoice	EMPLOYEE HEALTH INSURANCE-MAR. 2022	02/03/2022	02/03/2022	3,975.00	101-41500-131
02/03/2022	MARCH 202	2	Invoice	EMPLOYEE HEALTH INSURANCE-MAR. 2022	02/03/2022	02/03/2022	1,325.00	101-42100-131
02/03/2022	MARCH 202	3	Invoice	EMPLOYEE HEALTH INSURANCE-MAR. 2022	02/03/2022	02/03/2022	1,113.00	101-43100-131
02/03/2022	MARCH 202	4	Invoice	EMPLOYEE HEALTH INSURANCE-MAR. 2022	02/03/2022	02/03/2022	212.00	101-43125-131
02/03/2022	MARCH 202	5	Invoice	EMPLOYEE HEALTH INSURANCE-MAR. 2022	02/03/2022	02/03/2022	1,325.00	225-45200-131
02/03/2022	MARCH 202	6	Invoice	EMPLOYEE HEALTH INSURANCE-MAR. 2022	02/03/2022	02/03/2022	1,325.00	601-49400-131
02/03/2022	MARCH 202	7	Invoice	EMPLOYEE HEALTH INSURANCE-MAR. 2022	02/03/2022	02/03/2022	1,325.00	602-49450-131
02/03/2022	MARCH 202	1	Invoice	EMPLOYEE HEALTH INSURANCE-MAR. 2022	02/03/2022	02/03/2022	2,137.80	101-41500-131
02/03/2022	MARCH 202	2	Invoice	EMPLOYEE HEALTH INSURANCE-MAR. 2022	02/03/2022	02/03/2022	916.20	101-46500-131
02/03/2022	MARCH 202	3	Invoice	EMPLOYEE HEALTH INSURANCE-MAR. 2022	02/03/2022	02/03/2022	12,216.00	101-42100-131
02/03/2022	MARCH 202	4	Invoice	EMPLOYEE HEALTH INSURANCE-MAR. 2022	02/03/2022	02/03/2022	1,282.68	101-43100-131
02/03/2022	MARCH 202	5	Invoice	EMPLOYEE HEALTH INSURANCE-MAR. 2022	02/03/2022	02/03/2022	244.32	101-43125-131
02/03/2022	MARCH 202	6	Invoice	EMPLOYEE HEALTH INSURANCE-MAR. 2022	02/03/2022	02/03/2022	3,054.00	211-45500-131
				Total 105714 I.U.O.E LOCAL49 FRINGE BENEFIT FUND:			31,978.00	
105968 ITRON, INC.								
01/26/2022	611650	1	Invoice	IMA DRIVEBY	01/12/2022	01/27/2022	540.23	601-49400-401
				Total 105968 ITRON, INC.:			540.23	
348 JOHN DEERE FINANCIAL								
01/21/2022	11846	1	Invoice	CUTTING EDGE FOR FRONT END LOADER-	12/10/2021	01/21/2022	73.68	101-43100-221
01/21/2022	12240	1	Invoice	CUTTING EDGE FOR FRONT END LOADER	12/22/2021	01/21/2022	3,037.98	101-43100-221
01/13/2022	18229	1	Invoice	GREASE POLY/SNOW	01/10/2022	01/14/2022	39.00	101-43125-221
01/26/2022	9019004	1	Invoice	BELT TENSI/PW	01/20/2022	01/27/2022	206.47	101-43100-221
01/26/2022	IP18523	1	Invoice	PARTS/PW	01/25/2022	01/27/2022	18.75	101-43100-221
				Total 348 JOHN DEERE FINANCIAL:			3,375.88	
106520 KENNY SYLVESTER CONSTRUCTION								
01/13/2022	DEC 11 - JA	1	Invoice	CLEANING CITY HALL/ADMIN DEC 2021-JAN	01/10/2022	01/14/2022	600.00	101-41500-401
01/13/2022	DEC 11 - JA	2	Invoice	CLEANING CITY HALL/COUNCIL DEC 2021-J	01/10/2022	01/14/2022	600.00	101-41110-401
				Total 106520 KENNY SYLVESTER CONSTRUCTION:			1,200.00	
141 KREOFSKY BUILDING SUPPLIES								
02/01/2022	2201-616561	1	Invoice	WALL BASE-NEW OFFICE/ADMIN	01/03/2022	02/03/2022	58.80	101-41500-223
02/01/2022	2201-618088	1	Invoice	SUPPLIES/LIBRARY	01/10/2022	02/03/2022	22.51	211-45500-201
02/01/2022	2201-618317	1	Invoice	WOOD GLUE, SCREWS/LIBRARY	01/11/2022	02/03/2022	7.98	211-45500-201
02/01/2022	2201-618606	1	Invoice	FINISH SANDER, SANDPAPER/PW	01/12/2022	02/03/2022	34.59	101-43100-217
02/01/2022	2201-618738	1	Invoice	VINYL TUBING/SNOW	01/12/2022	02/03/2022	.45	101-43125-221
02/01/2022	2201-619980	1	Invoice	UPS SHIPPING/FIRE DEPT.	01/18/2022	02/03/2022	52.94	101-42200-322
02/01/2022	2201-620685	1	Invoice	SUPPLIES/PARKS	01/21/2022	02/03/2022	2.99	225-45200-217
02/01/2022	2201-620714	1	Invoice	DESK BRACKETS/ADMIN	01/21/2022	02/03/2022	6.47	101-41500-217
02/01/2022	2201-621238	1	Invoice	MISC FASTENERS/SNOW	01/24/2022	02/03/2022	.40	101-43125-221

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02/01/2022	2201-621685	1	Invoice	SCREWS FOR BLINDS/ADMIN	01/26/2022	02/03/2022	11.99	101-41500-217
02/01/2022	2201-622826	1	Invoice	SNAP HOOK NICKLE/CEMETERY	01/31/2022	02/03/2022	27.45	235-49010-217
	Total 141 KREOFSKY BUILDING SUPPLIES:						226.57	
106329 LAKE CITY RECYCLING & DISPOSAL								
01/14/2022	102602	1	Invoice	GARBAGE/PARKS	01/01/2022	01/14/2022	72.54	225-45200-384
01/14/2022	102602	2	Invoice	GARBAGE/PARKS	01/01/2022	01/14/2022	72.54	225-45200-384
01/14/2022	102602	3	Invoice	GARBAGE/CEMETERY	01/01/2022	01/14/2022	145.08	235-49010-384
01/14/2022	102602	4	Invoice	GARBAGE/STREETS	01/01/2022	01/14/2022	50.25	101-43100-384
01/14/2022	102602	5	Invoice	GARBAGE/PW	01/01/2022	01/14/2022	72.54	101-43100-384
01/14/2022	102602	6	Invoice	GARBAGE/FIRE HALL	01/01/2022	01/14/2022	54.76	101-42200-384
	Total 106329 LAKE CITY RECYCLING & DISPOSAL:						467.71	
365 LEAGUE OF MINNESOTA CITIES/FINANCE								
01/27/2022	356113	1	Invoice	PATROL SUBSCRIPTION/PD	01/02/2022	01/27/2022	900.00	101-42100-433
	Total 365 LEAGUE OF MINNESOTA CITIES/FINANCE:						900.00	
106590 LICKITY STITCH								
01/27/2022	1296	1	Invoice	UNIFORM K.HALL	01/27/2022	01/27/2022	45.00	101-41500-417
	Total 106590 LICKITY STITCH:						45.00	
106720 LOFFLER COMPANIES INC.								
01/26/2022	30819858	1	Invoice	COPIERS AGREEMENT/ADMIN	01/07/2022	01/27/2022	161.22	101-41500-401
02/03/2022	3943313	1	Invoice	COPIER CHARGES/ADMIN	02/01/2022	02/03/2022	80.36	101-41500-401
	Total 106720 LOFFLER COMPANIES INC.:						241.58	
160 LYONS OIL MINI MART								
01/14/2022	12/31/21 STA	1	Invoice	CREDIT/DISCOUNT FOR DECEMBER 2021	12/31/2021	01/14/2022	4.04-	101-43100-212
01/14/2022	12/31/21 STA	2	Invoice	CREDIT/DISCOUNT FOR DECEMBER 2021	12/31/2021	01/14/2022	12.28-	101-43125-212
01/14/2022	5063815	1	Invoice	FUEL/SNOW	12/28/2021	01/14/2022	9.36	101-43125-212
01/14/2022	5063818	1	Invoice	FUEL/SNOW	12/28/2021	01/14/2022	56.08	101-43125-212
01/14/2022	5063834	1	Invoice	FUEL/SNOW	12/29/2021	01/14/2022	16.09	101-43125-212
01/14/2022	5063840	1	Invoice	FUEL/SNOW	12/29/2021	01/14/2022	47.10	101-43125-212
01/14/2022	5063873	1	Invoice	FUEL/SNOW	12/30/2021	01/14/2022	16.77	101-43125-212
01/14/2022	5063874	1	Invoice	FUEL/SNOW	12/30/2021	01/14/2022	38.12	101-43125-212
01/14/2022	5064225	1	Invoice	FUEL/PW	12/22/2021	01/14/2022	69.38	101-43100-212
01/14/2022	5064258	1	Invoice	FUEL/SNOW	12/23/2021	01/14/2022	75.98	101-43125-212
01/14/2022	5064277	1	Invoice	FUEL/SNOW	12/27/2021	01/14/2022	10.78	101-43125-212
01/14/2022	5064373	1	Invoice	FUEL/SNOW	12/20/2021	01/14/2022	46.43	101-43125-212
01/14/2022	5064404	1	Invoice	FUEL/SNOW	12/10/2021	01/14/2022	70.63	101-43125-212
01/14/2022	5064412	1	Invoice	FUEL/SNOW	12/11/2021	01/14/2022	20.06	101-43125-212
01/14/2022	5064417	1	Invoice	FUEL/SNOW	12/11/2021	01/14/2022	10.61	101-43125-212
01/14/2022	5064419	1	Invoice	FUEL/SNOW	12/11/2021	01/14/2022	112.14	101-43125-212
01/14/2022	5064466	1	Invoice	FUEL/SNOW	12/14/2021	01/14/2022	26.28	101-43125-212
01/14/2022	5763046	1	Invoice	CAR WASHES/PD	12/31/2021	01/14/2022	30.04	101-42100-221
01/14/2022	5763500	1	Invoice	FUEL/PW	12/01/2021	01/14/2022	76.94	101-43100-212
01/14/2022	5763715	1	Invoice	FUEL/SNOW	12/02/2021	01/14/2022	101.54	101-43125-212
01/14/2022	5763779	1	Invoice	FUEL/PW	12/06/2021	01/14/2022	65.79	101-43100-212
01/14/2022	5764420	1	Invoice	FUEL/SNOW	12/07/2021	01/14/2022	116.59	101-43125-212
01/14/2022	5764423	1	Invoice	FUEL/SNOW	12/07/2021	01/14/2022	10.48	101-43125-212
01/14/2022	5764436	1	Invoice	FUEL/SNOW	12/08/2021	01/14/2022	12.02	101-43125-212
01/14/2022	5764492	1	Invoice	FUEL/PW	12/10/2021	01/14/2022	44.43	101-43100-212
01/14/2022	5764495	1	Invoice	FUEL/SNOW	12/10/2021	01/14/2022	43.64	101-43125-212

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	Total 160 LYONS OIL MINI MART:						1,110.96	
106690 McGRAW, ANDREA								
01/26/2022	111-8576373-	1	Invoice	2 BUNN DECANTERS/PD	04/24/2020	01/27/2022	26.16	101-42100-437
	Total 106690 McGRAW, ANDREA:						26.16	
106592 MCKELLIPS, JORDAN								
02/01/2022	20036201-G	1	Invoice	UNIFORM-PANTS/PD	01/28/2022	02/03/2022	132.87	101-42100-417
02/01/2022	NOT LISTED	1	Invoice	UNIFORM-MOAB TACTICAL SHOES/PD	01/28/2022	02/03/2022	184.00	101-42100-417
	Total 106592 MCKELLIPS, JORDAN:						316.87	
171 MEDTOX LABORATORIES INC.								
01/13/2022	1220217991	1	Invoice	NEW EMPLOY DRUG SCREEN D. LOCKE/LIB	12/31/2021	01/14/2022	34.75	211-45500-310
	Total 171 MEDTOX LABORATORIES INC.:						34.75	
175 MICHAEL'S TIRE & AUTO								
01/14/2022	131406	1	Invoice	OIL CHANGE, CHANGE & BALANCE TIRES/P	12/21/2021	01/14/2022	122.50	101-42100-221
	Total 175 MICHAEL'S TIRE & AUTO:						122.50	
106719 MIDWEST TAPE								
01/25/2022	2000018848	1	Invoice	BOOKS/LIBRARY	01/03/2022	01/27/2022	188.92	211-45500-592
	Total 106719 MIDWEST TAPE:						188.92	
104891 MN CHIEFS OF POLICE ASSN.								
02/03/2022	12729	1	Invoice	MEMBER/POLICE	12/17/2021	02/03/2022	320.00	101-42100-433
	Total 104891 MN CHIEFS OF POLICE ASSN.:						320.00	
223 MN ENERGY RESOURCES CORP.								
01/13/2022	0503043614	1	Invoice	GAS UTILITY/SEWER	12/30/2021	01/14/2022	27.86	602-49450-383
01/13/2022	0503078391	1	Invoice	GAS UTILITY/FIRE HALL	12/30/2021	01/14/2022	714.02	101-42200-383
01/13/2022	0503494971	1	Invoice	GAS UTILITY/ICE RINK	01/04/2022	01/14/2022	127.70	225-45127-383
01/13/2022	0505377887	1	Invoice	GAS UTILITY/COUNCIL	12/30/2021	01/14/2022	132.15	101-41110-383
01/13/2022	0505377887	2	Invoice	GAS UTILITY/ADMIN	12/30/2021	01/14/2022	132.15	101-41500-383
01/13/2022	0505377887	3	Invoice	GAS UTILITY/PD	12/30/2021	01/14/2022	132.15	101-42100-383
01/13/2022	0506816622	1	Invoice	GAS UTILITY/SEWER	01/04/2022	01/14/2022	72.61	602-49450-383
01/13/2022	0506912263	1	Invoice	GAS UTILITY/PUBLIC WORKS	12/30/2021	01/14/2022	720.06	101-43100-383
01/13/2022	0507609025	1	Invoice	GAS UTILITY/LIBRARY	12/30/2021	01/14/2022	302.48	211-45500-383
	Total 223 MN ENERGY RESOURCES CORP.:						2,361.18	
106021 MN FIRE SERVICE CERTIFICATION BOARD								
01/26/2022	9581	1	Invoice	FIREFIGHTER I & II EXAM-V. KLAVETTER/FIR	01/04/2022	01/27/2022	240.00	101-42200-310
01/27/2022	9660	1	Invoice	HAZMAT-V. KLAVETTER/FIRE DEPT.	01/19/2022	01/27/2022	25.00	101-42200-310
	Total 106021 MN FIRE SERVICE CERTIFICATION BOARD:						265.00	
105220 MN PUBLIC FACILITIES AUTHORITY								
01/13/2022	FEB. 1, 22	1	Invoice	MPFA-11-0036-R-FY12 INTEREST PAYMENT	01/06/2022	01/14/2022	1,460.47	601-49400-611
	Total 105220 MN PUBLIC FACILITIES AUTHORITY:						1,460.47	

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106458 NORTHLAND BUSINESS SYSTEMS								
01/27/2022	IN104101	1	Invoice	BODY WORN CAMERA SUPPLIES/POLICE	11/19/2021	01/27/2022	9,439.72	101-42100-590
01/27/2022	IN104101	2	Invoice	CREDIT BODY WORN CAMERA SUPPLIES/P	11/19/2021	01/27/2022	617.76-	101-42100-590
01/27/2022	SQ1441	1	Invoice	BODY WORN CAMERA MAG. BOX, BLUETOO	01/18/2022	01/27/2022	348.97	101-42100-590
Total 106458 NORTHLAND BUSINESS SYSTEMS:							9,170.93	
201 OLMSTED COUNTY PUBLIC HEALTH SERVICES								
01/27/2022	425	1	Invoice	WATER FEES	01/13/2022	01/27/2022	297.60	601-49400-201
Total 201 OLMSTED COUNTY PUBLIC HEALTH SERVICES:							297.60	
202 OLMSTED MEDICAL CENTER								
02/03/2022	1/25/22	1	Invoice	NEW EMPLOY DRUG SCREEN-R. BAKER/AD	01/25/2022	02/03/2022	39.00	101-41500-310
Total 202 OLMSTED MEDICAL CENTER:							39.00	
106085 ON-SITE COMPUTERS, INC.								
01/14/2022	CW77218	1	Invoice	WORK ON FAX/POLICE	12/31/2021	01/14/2022	128.70	101-42100-309
Total 106085 ON-SITE COMPUTERS, INC.:							128.70	
106161 PEOPLE'S ENERGY COOPERATIVE								
01/14/2022	2643900 JAN	1	Invoice	ELEC WELL #3	01/05/2022	01/14/2022	1,779.00	601-49400-381
01/14/2022	2647400 JAN	1	Invoice	ELEC SKATING RINK	01/05/2022	01/14/2022	84.00	225-45127-381
01/14/2022	2706100 JAN	1	Invoice	ELEC NE LIFT STATION	01/05/2022	01/14/2022	228.00	602-49450-381
01/14/2022	2709900 JAN	1	Invoice	ELEC WEST BROADWAY	01/05/2022	01/14/2022	10.00	101-42500-381
01/14/2022	2714900 JAN	1	Invoice	ELEC STREET LIGHTS	01/05/2022	01/14/2022	2,944.00	101-43100-381
01/14/2022	2738000 JAN	1	Invoice	ELEC WELL #2	01/05/2022	01/14/2022	1,818.00	601-49400-381
01/14/2022	2739100 JAN	1	Invoice	ELEC PW BUILDING	01/05/2022	01/14/2022	342.00	101-43100-381
01/14/2022	2747700 JAN	1	Invoice	ELEC SW SIREN	01/05/2022	01/14/2022	64.00	101-42500-381
01/14/2022	2764400 JAN	1	Invoice	ELEC NW LIFT STATION	01/05/2022	01/14/2022	430.00	602-49450-381
01/14/2022	2767800 JAN	1	Invoice	ELEC CEMETERY-FLAG LIGHT	01/05/2022	01/14/2022	45.00	235-49010-381
01/14/2022	2777600 JAN	1	Invoice	ELEC LIBRARY	01/05/2022	01/14/2022	296.00	211-45500-381
01/14/2022	3036800 JAN	1	Invoice	ELEC FIRE HALL	01/05/2022	01/14/2022	157.00	101-42200-381
01/14/2022	3038100 JAN	1	Invoice	ELEC ADMIN-COUNCIL	01/05/2022	01/14/2022	164.32	101-41110-381
01/14/2022	3038100 JAN	2	Invoice	ELEC ADMIN	01/05/2022	01/14/2022	164.34	101-41500-381
01/14/2022	3038100 JAN	3	Invoice	ELEC POLICE	01/05/2022	01/14/2022	164.34	101-42100-381
01/14/2022	3041300 JAN	1	Invoice	ELEC WEDGEWOOD PARK	01/05/2022	01/14/2022	49.00	225-45200-381
01/14/2022	3042300 JAN	1	Invoice	ELEC WATER TOWER	01/05/2022	01/14/2022	255.00	601-49400-381
01/14/2022	3043900 JAN	1	Invoice	ELEC BIKE TRAIL	01/05/2022	01/14/2022	62.00	225-45200-381
01/14/2022	3274000 JAN	1	Invoice	ELEC 6TH ST SW LIGHTS	01/05/2022	01/14/2022	107.50	101-43100-381
01/14/2022	3274100 JAN	1	Invoice	ELEC 4TH ST SW LIGHTS	01/05/2022	01/14/2022	130.77	101-43100-381
01/14/2022	3274200 JAN	1	Invoice	ELEC 2ND ST SW LIGHTS	01/05/2022	01/14/2022	99.16	101-43100-381
01/14/2022	3274300 JAN	1	Invoice	ELEC 1ST ST SW LIGHTS	01/05/2022	01/14/2022	86.11	101-43100-381
01/14/2022	3333200 JAN	1	Invoice	ELEC TENNIS COURT-ECKSTEIN	01/05/2022	01/14/2022	71.00	225-45200-381
Total 106161 PEOPLE'S ENERGY COOPERATIVE:							9,550.54	
105723 PEOPLES STATE BANK-GENERAL								
01/13/2022	FEB. 1, 22	1	Invoice	2019A GO BOND PRINCIPAL PAYMENT	01/07/2022	01/14/2022	73,000.00	300-47000-601
01/13/2022	FEB. 1, 22	2	Invoice	2019A GO BOND INTEREST PAYMENT	01/07/2022	01/14/2022	7,940.00	300-47000-611
Total 105723 PEOPLES STATE BANK-GENERAL:							80,940.00	
651 PITNEY BOWES GLOBAL FINANCIAL SERV.								
01/26/2022	3105277549	1	Invoice	LEASE POSTAGE MACHINE	01/12/2022	01/27/2022	159.57	101-41500-401

Input Date	Invoice	Seq	Type	Description	Invoice Date	Due Date	Total Cost	GL Account
Total 651 PITNEY BOWES GLOBAL FINANCIAL SERV.:							159.57	
105004 PK MEYER BUILDERS, INC.								
01/31/2022	PL21-73 REF	1	Invoice	REFUND DEPOSIT	01/31/2022	02/03/2022	100.00	101-41500-32210
Total 105004 PK MEYER BUILDERS, INC.:							100.00	
76 PLAINVIEW EDA								
01/13/2022	JAN 2022	1	Invoice	JANUARY 2022 CONTRIBUTION	01/11/2022	01/14/2022	3,750.00	101-46500-491
Total 76 PLAINVIEW EDA:							3,750.00	
105272 PLAINVIEW LAWN & SNOW								
01/13/2022	9463	1	Invoice	OPEN & CLOSE/S. GREEN	01/08/2022	01/14/2022	335.00	235-49010-401
Total 105272 PLAINVIEW LAWN & SNOW:							335.00	
239 PLAINVIEW NEWS								
02/01/2022	70693	1	Invoice	ADVERTISE/ORDINANCE NO. 2021-04 SKYE	01/13/2022	02/03/2022	129.44	101-41500-343
02/01/2022	70761	1	Invoice	ADVERTISE/ORDINANCE NO. 2021-04 SKYE	01/20/2022	02/03/2022	129.44	101-41500-343
02/01/2022	70761	2	Invoice	ADVERTISE/ORDINANCE NO. 2022-01 FEES	01/20/2022	02/03/2022	42.01	101-41500-343
02/01/2022	70761	3	Invoice	ADVERTISE/NOTICE OF PUBLIC HEARING 2.	01/20/2022	02/03/2022	144.00	101-41500-343
02/01/2022	70826	1	Invoice	ADVERTISE/ORDINANCE NO. 2022-01 FEES	01/27/2022	02/03/2022	42.01	101-41500-343
02/01/2022	70826	2	Invoice	ADVERTISE/NOTICE OF PUBLIC HEARING 2.	01/27/2022	02/03/2022	144.00	101-41500-343
Total 239 PLAINVIEW NEWS:							630.90	
238 PLAINVIEW PARTS HOUSE								
01/25/2022	669936	1	Invoice	AIR HOSE/FIRE DEPT.	12/04/2021	01/27/2022	44.09	101-42200-221
01/25/2022	669942	1	Invoice	BATTERIES, COUPLER, ADAPTER/FIRE DEP	12/04/2021	01/27/2022	29.73	101-42200-217
01/25/2022	670111	1	Invoice	OIL & FILTERS/PW	12/07/2021	01/27/2022	59.03	101-43100-221
01/25/2022	670353	1	Invoice	FUEL TREATMENT/PW	12/10/2021	01/27/2022	10.98	101-43100-221
01/25/2022	670753	1	Invoice	OIL & FILTERS/PW	12/15/2021	01/27/2022	99.68	101-43100-221
01/25/2022	670828	1	Invoice	2.5 DEF/SNOW	12/17/2021	01/27/2022	9.99	101-43125-212
01/14/2022	670950	1	Invoice	SUPPLIES/PD	12/20/2021	01/14/2022	26.65	101-42100-221
01/25/2022	670984	1	Invoice	OIL & FILTERS/PW	12/20/2021	01/27/2022	77.50	101-43100-221
01/25/2022	671099	1	Invoice	FILTER, WD40, OIL, WINDSHIELD WASHER/P	12/22/2021	01/27/2022	70.06	101-43100-217
01/25/2022	671329	1	Invoice	DISPOSABLE GLOVES/SEWER	12/27/2021	01/27/2022	92.97	602-49450-217
01/25/2022	671609	1	Invoice	2.5 DEF/SNOW	12/30/2021	01/27/2022	29.97	101-43125-212
Total 238 PLAINVIEW PARTS HOUSE:							550.65	
231 PLAINVIEW-ELGIN SANITARY SEWER								
01/21/2022	4TH QTR 20	1	Invoice	SEWER CHARGES-4TH QUARTER 2021	01/19/2022	01/21/2022	194,089.94	602-49450-385
Total 231 PLAINVIEW-ELGIN SANITARY SEWER:							194,089.94	
106368 PLAINVIEW-ELGIN-MILLVILLE SCHOOL								
01/31/2022	PL21-29 REF	1	Invoice	REFUND FOR PERMIT PL21-29	01/31/2022	02/03/2022	100.00	101-41500-32210
Total 106368 PLAINVIEW-ELGIN-MILLVILLE SCHOOL:							100.00	
106815 POMP'S TIRE SERVICE, INC.								
01/25/2022	1670028236	1	Invoice	TIRES/FIRE DEPT	04/16/2021	01/27/2022	1,785.96	101-42200-221
Total 106815 POMP'S TIRE SERVICE, INC.:							1,785.96	

Input Date	Invoice	Seq	Type	Description	Invoice Date	Due Date	Total Cost	GL Account
642 PROGRESSIVE AG								
01/14/2022	1378	1	Invoice	SPRAYER PART/ICE RINK ZAMBONI	01/07/2022	01/14/2022	10.73	101-43100-221
Total 642 PROGRESSIVE AG:							10.73	
105152 PURCHASE POWER								
01/26/2022	0602-5906 1-	1	Invoice	POSTAGE REFILL	01/11/2022	01/27/2022	8.42	101-42100-322
01/26/2022	0602-5906 1-	2	Invoice	POSTAGE REFILL	01/11/2022	01/27/2022	412.57	101-41500-322
Total 105152 PURCHASE POWER:							420.99	
741 QUILL CORPORATION								
01/27/2022	21924429	1	Invoice	OFFICE SUPPLIES/ADMIN	12/29/2021	01/27/2022	136.14	101-41500-201
01/13/2022	99373991	1	Invoice	FILING FOLDERS, COPY PAPER/ADMIN	01/04/2022	01/14/2022	171.95	101-41500-201
Total 741 QUILL CORPORATION:							308.09	
105845 RAHMAN HEATING, AC &								
01/26/2022	15099-1	1	Invoice	WATER PANEL/LIBRARY	01/04/2022	01/27/2022	17.60	211-45500-223
01/26/2022	15115-1	1	Invoice	HEAT SYSTEM/CITY HALL	01/06/2022	01/27/2022	282.03	101-41500-223
Total 105845 RAHMAN HEATING, AC &:							299.63	
390 RITEWAY BUSINESS FORMS								
01/26/2022	21-85365	1	Invoice	2021 TAX FORMS	01/12/2022	01/27/2022	361.88	101-41500-201
Total 390 RITEWAY BUSINESS FORMS:							361.88	
268 SELCO								
01/26/2022	49644	1	Invoice	BASIC TECH FEES/PC SUPPORT	01/03/2022	01/27/2022	852.48	211-45500-418
01/26/2022	49724	1	Invoice	2022 PUBLIC PC MANAGEMENT-PHAROS LI	01/12/2022	01/27/2022	150.00	211-45500-418
Total 268 SELCO:							1,002.48	
284 STREICHER'S								
01/14/2022	I1541702	1	Invoice	UNIFORM/I. HENDERSON	12/22/2021	01/14/2022	258.97	101-42100-417
01/26/2022	I1544604	1	Invoice	SEW PATCH ON SHIRTS, REPLACE SHIRT ZI	01/07/2022	01/27/2022	50.00	101-42100-417
01/26/2022	I1544604	2	Invoice	POSTAGE/PD	01/07/2022	01/27/2022	8.99	101-42100-437
01/26/2022	I1545085	1	Invoice	AMMO/POLICE	01/10/2022	01/27/2022	2,109.60	101-42100-418
01/26/2022	I1546074	1	Invoice	UNIFORM/L. SZYMANSKI, B. MILLER	01/14/2022	01/27/2022	47.96	101-42100-417
Total 284 STREICHER'S:							2,475.52	
106770 SZYMANSKI, LOGAN								
01/27/2022	113-0396269	1	Invoice	BEANIE/PD	01/23/2022	01/27/2022	26.75	101-42100-417
01/27/2022	2942261-716	1	Invoice	WINTER NECK WARMER/PD	01/23/2022	01/27/2022	12.99	101-42100-417
Total 106770 SZYMANSKI, LOGAN:							39.74	
289 THATCHER POOLS & SPA								
01/26/2022	2022	1	Invoice	CPO COURSE S. LARSON	01/26/2022	01/27/2022	325.00	225-45128-331
Total 289 THATCHER POOLS & SPA:							325.00	
716 THREE RIVERS COMMUNITY ACTION								
02/01/2022	JANUARY 20	1	Invoice	JANUARY TRANSIT BUS FEES	01/31/2022	02/03/2022	729.75	101-41500-317

Input Date	Invoice	Seq	Type	Description	Invoice Date	Due Date	Total Cost	GL Account
Total 716 THREE RIVERS COMMUNITY ACTION:							729.75	
106707 TOM HEFFERNAN FORD								
01/14/2022	60429	1	Invoice	REPAIRS TO #171/PD	12/29/2021	01/14/2022	621.03	101-42100-221
Total 106707 TOM HEFFERNAN FORD:							621.03	
105796 US BANK EQUIPMENT FINANCE								
02/03/2022	463974550	1	Invoice	COPIER/LIBRARY	01/28/2022	02/03/2022	92.55	211-45500-201
Total 105796 US BANK EQUIPMENT FINANCE:							92.55	
106785 US INTERNET CORP.								
02/01/2022	3115783	1	Invoice	MONTHLY EMAIL SPAM FILTERING/ADMIN	01/31/2022	02/03/2022	31.50	101-41500-309
Total 106785 US INTERNET CORP.:							31.50	
105973 USA BLUEBOOK								
01/13/2022	837589	1	Invoice	EXOFIT NEX VEST STYLE HARNESS/WATER	01/06/2022	01/14/2022	468.54	601-49400-406
Total 105973 USA BLUEBOOK:							468.54	
105461 VISA/TCM BANK N.A.								
01/21/2022	#0165 JANU	1	Invoice	OVERDRIVE/LIBRARY	01/02/2022	01/21/2022	129.49	211-45500-592
01/21/2022	#0165 JANU	2	Invoice	OVERDRIVE-AUDIOBOOK/LIBRARY	01/02/2022	01/21/2022	51.25	211-45500-592
01/21/2022	#0165 JANU	3	Invoice	OVERDRIVE-AUDIOBOOK/LIBRARY	01/02/2022	01/21/2022	59.99	211-45500-592
01/21/2022	#0165 JANU	4	Invoice	OVERDRIVE-EBOOK/LIBRARY	01/02/2022	01/21/2022	82.50	211-45500-592
01/21/2022	#0165 JANU	5	Invoice	OVERDRIVE-AUDIOBOOK/LIBRARY	01/02/2022	01/21/2022	139.00	211-45500-592
01/21/2022	#0165 JANU	6	Invoice	AMAZON-BOOKS/LIBRARY	01/02/2022	01/21/2022	19.99	211-45500-592
01/21/2022	#0165 JANU	7	Invoice	AMAZON-BOOKS/LIBRARY	01/02/2022	01/21/2022	70.50	211-45500-592
01/21/2022	#0165 JANU	8	Invoice	AMAZON-KEYBOARD & MOUSE/LIBRARY	01/02/2022	01/21/2022	21.49	211-45500-592
01/21/2022	#0165 JANU	9	Invoice	AMAZON-BOOKS/LIBRARY	01/02/2022	01/21/2022	43.97	211-45500-592
01/21/2022	#0165 JANU	10	Invoice	OVERDRIVE-AUDIOBOOK/LIBRARY	01/02/2022	01/21/2022	166.92	211-45500-592
01/21/2022	#6188 JANU	1	Invoice	AMAZON-UNIFORM/S. LOFTUS	01/02/2022	01/21/2022	65.35	101-43100-417
01/21/2022	#6188 JANU	2	Invoice	RED WING SHOE-UNIFORM/S. LOFTUS	01/02/2022	01/21/2022	186.99	101-43100-417
01/21/2022	#6188 JANU	3	Invoice	SPECTRUM AQUATICS-DECK MOUNTING BR	01/02/2022	01/21/2022	280.00	225-45128-221
01/21/2022	#6188 JANU	4	Invoice	AMAZON-SINGLE PULLEY BLOCK M15/PW	01/02/2022	01/21/2022	15.01	101-43100-217
01/21/2022	#6196 JANU	1	Invoice	MENARDS-SUPPLIES/PW	01/02/2022	01/21/2022	202.31	101-43100-217
01/21/2022	#6196 JANU	2	Invoice	MENARDS-SUPPLIES/LIBRARY	01/02/2022	01/21/2022	53.95	211-45500-223
01/21/2022	#6196 JANU	3	Invoice	PLAINVIEW PARTS HOUSE-UNIFORM/S. LAR	01/02/2022	01/21/2022	43.78	602-49450-417
01/21/2022	#6196 JANU	4	Invoice	ROCHESTER TRANSFER-FOR DEC.15 STOR	01/02/2022	01/21/2022	106.00	101-43100-310
01/21/2022	#6196 JANU	5	Invoice	ROCHESTER TRANSFER-FOR DEC.15 STOR	01/02/2022	01/21/2022	82.00	101-43100-310
01/21/2022	#6196 JANU	6	Invoice	DUNGAREES-CREDIT SHIPPING FOR RETU	01/02/2022	01/21/2022	6.39-	602-49450-417
01/21/2022	#6451 JANU	1	Invoice	AMAZON-OFFICE CHAIR/D. TODD	01/02/2022	01/21/2022	279.99	101-41500-560
01/21/2022	#6592 JANU	1	Invoice	YETI-TUMBLERS/PD	01/02/2022	01/21/2022	164.58	101-42100-417
01/21/2022	#6592 JANU	2	Invoice	AMAZON-RETURN UNIFORM/A. MCGRAW	01/02/2022	01/21/2022	65.99-	101-42100-417
01/21/2022	#6592 JANU	3	Invoice	APPLE.COM/PD	01/02/2022	01/21/2022	.99	101-42100-321
01/21/2022	#6592 JANU	4	Invoice	TRACKI-GPS TRACKER/PD	01/02/2022	01/21/2022	28.88	101-42100-437
01/21/2022	#6592 JANU	5	Invoice	TRACKI-GPS TRACKER/PD	01/02/2022	01/21/2022	28.88	101-42100-437
01/21/2022	#6592 JANU	6	Invoice	AMAZON-PENS/PD	01/02/2022	01/21/2022	23.09	101-42100-201
01/21/2022	#6592 JANU	7	Invoice	FENIX-FLASHLIGHT/A. STONING	01/02/2022	01/21/2022	99.95	101-42100-417
01/21/2022	#6592 JANU	8	Invoice	BLAUER-UNIFORM/A. STONING	01/02/2022	01/21/2022	149.99	101-42100-417
01/21/2022	#6592 JANU	9	Invoice	STREICHER'S-UNIFORM/A. STONING	01/02/2022	01/21/2022	105.00	101-42100-417
01/21/2022	#6592 JANU	10	Invoice	TRACKI-ACTIVATION & SUBSCRIPTION CAN	01/02/2022	01/21/2022	19.95	101-42100-437
01/21/2022	#6592 JANU	11	Invoice	AMAZON-VEST CLEANER/PD	01/02/2022	01/21/2022	32.20	101-42100-228
01/21/2022	#6592 JANU	12	Invoice	GALLS-RECHARGEABLE CLIP LIGHT/A. STO	01/02/2022	01/21/2022	52.35	101-42100-417
01/21/2022	#6592 JANU	13	Invoice	AMAZON-GORILLA GLUE/PD	01/02/2022	01/21/2022	8.41	101-42100-228

Input Date	Invoice	Seq	Type	Description	Invoice Date	Due Date	Total Cost	GL Account
01/21/2022	#6592 JANU	14	Invoice	PAYPAL-REOLINK/PD	01/02/2022	01/21/2022	6.99	101-42100-309
01/21/2022	#6592 JANU	15	Invoice	SCHEELS-TACTICAL CASE/PD	01/02/2022	01/21/2022	900.00	101-42100-417
01/21/2022	#6592 JANU	16	Invoice	AMAZON-HOLE PUNCH/PD	01/02/2022	01/21/2022	4.82	101-42100-201
01/21/2022	#6592 JANU	17	Invoice	INTERNATIONAL TXN FEE/PD	01/02/2022	01/21/2022	.07	101-42100-309
01/21/2022	#6592 JANU	18	Invoice	USPS-TRACKI RETURN/PD	01/02/2022	01/21/2022	2.19	101-42100-437
01/21/2022	#6592 JANU	19	Invoice	BLAUER-UNIFORM/B. WENER	01/02/2022	01/21/2022	124.99	101-42100-417
01/21/2022	#6592 JANU	20	Invoice	AMAZON-SHARPIES/PD	01/02/2022	01/21/2022	6.43	101-42100-201
01/21/2022	#6592 JANU	21	Invoice	STREICHER'S-UNIFORM/A. STONING	01/02/2022	01/21/2022	179.34	101-42100-417
01/21/2022	#6592 JANU	22	Invoice	USPS-PATCHES SEWN ON VEST/A. STONIN	01/02/2022	01/21/2022	21.90	101-42100-437
01/21/2022	#6592 JANU	23	Invoice	STORM TRAINING GROUP-CLASS/B. MILLER	01/02/2022	01/21/2022	208.95	101-42100-331
01/21/2022	#6592 JANU	24	Invoice	IRON MIND-UNIFORM/A. STONING	01/02/2022	01/21/2022	270.53	101-42100-417
01/21/2022	#6725 JANU	1	Invoice	AMAZON-UNIFORM/M. ELLINGSON	01/02/2022	01/21/2022	110.12	225-45200-417
01/21/2022	#6840 JANU	1	Invoice	ADOBE/C. KUJATH	01/02/2022	01/21/2022	16.10	101-41500-433
01/21/2022	#6840 JANU	2	Invoice	USPS-POSTAGE	01/02/2022	01/21/2022	105.40	101-41500-322
01/21/2022	#6931 JANU	1	Invoice	MAGNOLIA COTTAGE-UNIFORM/K. HALL	01/02/2022	01/21/2022	102.99	101-41500-417
01/21/2022	#6931 JANU	2	Invoice	COSTCO-ITEMS FOR EMPLOYEE APPRECIA	01/02/2022	01/21/2022	37.67	101-41500-437
01/21/2022	#6931 JANU	3	Invoice	HYVEE-POP FOR EMPLOYEE APPRECIATIO	01/02/2022	01/21/2022	12.05	101-41500-437
01/21/2022	#6998 JANU	1	Invoice	MICROSOFT-ONLINE SERVICES/PD	01/02/2022	01/21/2022	8.86	101-42100-309
01/21/2022	#6998 JANU	2	Invoice	HOSTGATOR-WEEBLY CLOUD PRO/PD	01/02/2022	01/21/2022	8.99	101-42100-321
01/21/2022	#7111 JANU	1	Invoice	AG PARTNERS-UNIFORM/K. DEFRANG	01/02/2022	01/21/2022	114.95	101-43100-417
	Total 105461 VISA/TCM BANK N.A.:						4,985.71	
307 WABASHA COUNTY AUDITOR/TREAS.								
01/26/2022	11318	1	Invoice	2022 TIF MAINTENANCE	01/13/2022	01/27/2022	280.00	101-41500-310
02/03/2022	FEBRUARY	1	Invoice	FEBRUARY 2022 LEGAL SERVICES CONTRA	02/01/2022	02/03/2022	1,800.00	101-42100-304
01/13/2022	JANUARY 20	1	Invoice	JANUARY 2022 LEGAL SERVICES CONTRAC	01/04/2022	01/14/2022	1,800.00	101-42100-304
	Total 307 WABASHA COUNTY AUDITOR/TREAS.:						3,880.00	
104759 WABASHA COUNTY RECORDER								
01/27/2022	1/28/22 NOT	1	Invoice	K. HALL NOTARY PUBLIC COMMISSION	01/28/2022	01/28/2022	20.00	101-41500-433
	Total 104759 WABASHA COUNTY RECORDER:						20.00	
106269 WATER SYSTEMS COMPANY								
01/27/2022	321758	1	Invoice	WATER/CITY HALL	01/27/2022	01/27/2022	40.25	101-41500-401
	Total 106269 WATER SYSTEMS COMPANY:						40.25	
105600 WEX BANK								
02/01/2022	77330506	1	Invoice	FUEL/POLICE DEPT.	12/31/2021	02/03/2022	1,719.67	101-42100-212
02/01/2022	78062740	1	Invoice	FUEL/POLICE DEPT.	01/31/2022	02/03/2022	1,910.12	101-42100-212
	Total 105600 WEX BANK:						3,629.79	
	Grand Totals:						642,520.92	

Report GL Period Summary

GL Period	Amount
02/22	50,838.55
12/21	235,985.29
01/22	355,697.08

GL Period	Amount
Grand Totals:	642,520.92

Vendor number hash:	10951131
Vendor number hash - split:	18875291
Total number of invoices:	219
Total number of transactions:	306

Terms Description	Invoice Amount	Discount Amount	Net Invoice Amount
Open Terms	642,520.92	.00	642,520.92
Grand Totals:	642,520.92	.00	642,520.92

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

PLAINVIEW
CITY COUNCIL ACTION

Executive Summary
City Council Regular Meeting: February 8, 2022

AGENDA ITEM: Permits/Licenses/Donations	**AGENDA SECTION:** Consent
PREPARED BY: Carol Kujath, City Clerk	**AGENDA NO. 5.C.**
ATTACHMENTS: None	**APPROVED BY:**

RECOMMENDED ACTION:

1. **Motion** to approve a donation from Deanna Sawyer in memory of Richard Sawyer, in the amount of $50.00 for improvements of the walking trail.
2. **Motion** to approve Gambling Permit Application for the Plainview Lions Club.

SUMMARY

1. Deanna Sawyer gave the City a donation in the amount of $50 in memory of Richard Sawyer. This donation is for trees or a bench along the bike trail.
2. The Plainview Lions Club has submitted a gambling permit application, with a Certificate of Good Standing from the MN Secretary of State Office to the City of Plainview. The date of activity is August 21, 2022.

PLAINVIEW
CITY COUNCIL ACTION

Executive Summary
City Council Regular Meeting: February 8, 2022

AGENDA ITEM:	Dept. Head Reports & Board Minutes	**AGENDA SECTION:** Consent
PREPARED BY:		**AGENDA NO.** **5.D.**
ATTACHMENTS: Department Head Reports		**APPROVED BY:** **DT**
RECOMMENDED ACTION: **Motion** to accept Department reports.		

MONTHLY REPORT OF FINANCE DIRECTOR
January, 2022

Routine Work/General Items

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

Activities

- Utility Billing-New & Terminated Services, Customer Inquiries, Monthly Billing Process, Meter Issues
- 2021 W2 Process, Filed & Submitted to SSA
- 2021 1099 Process, Filed & Submitted to IRS & State of MN
- ½ half 2021-2022 school year SRO billing
- Office project for new employee, work with DataSmart/MedCity Elec/HBC and Public Works
- Feb. 2022 debt payments
- Work with DataSmart/Civic Systems and Itron-network issues

Projects

- Continued water meter changeout program started in March, 2021–coordinating with Public Works. They install the meters in the homes, and I install them in our financial system & the meter reading software and then monitor the systems. Project will continue over a 4-year period. We will be running two software systems for meter reading and billing until the entire city is converted to the new meters. By the end of Jan 2022 we had installed 226 meters.
- East Winds, Orchard Hills, potential development projects
- Future projects:
  - File/Organize Financial/Personnel Records
  - Update Chart of Accounts
  - Review utility billing, disconnect and write-off procedures/policies/clean-up utility billing A/R
  - Review bank accounts/rates & credit card provider

Reports

- Monthly Department of Labor Report
- Monthly Sales Tax Report
- 2022 Pay Equity Report
- 2022 MN State Budget Report
- 4th Qtr 2021 Payroll Reports
- Outstanding Debt Report

Training

Meetings

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

Other Items of Interest

Submitted by Vicki Axley, Finance Director

Account Number	Account Title	2021 Prior year PRELIMINARY ACTUAL	2022 Current year Budget	2022 Current year Actual	2022 Current Year Budget Remaining
Council					
101-41110-103	Part-Time Employees	13,299.99	13,300.00	.00	13,300.00
101-41110-121	PERA	165.00	.00	.00	.00
101-41110-122	FICA	812.86	1,018.00	.00	1,018.00
101-41110-151	Worker s Comp Insurance Prem	57.18	65.00	.00	65.00
101-41110-201	Office Supplies(paper-pens-et)	12.61	200.00	.00	200.00
101-41110-322	Postage	21.05	100.00	.00	100.00
101-41110-331	Meetings-Conferences (mtgs/mi)	45.45	1,000.00	.00	1,000.00
101-41110-343	Advertising	142.24	200.00	.00	200.00
101-41110-362	Property - Casualty Ins (Auto)	7,893.71	8,000.00	.00	8,000.00
101-41110-381	Electric Utilities	1,552.00	1,600.00	164.32	1,435.68
101-41110-383	Gas Utilities	692.25	775.00	.00	775.00
101-41110-401	Contractual Services	7,200.00	7,200.00	600.00	6,600.00
101-41110-433	Dues and Subscriptions	10,157.00	10,000.00	.00	10,000.00
101-41110-437	Miscellaneous	461.71	600.00	.00	600.00
101-41110-440	City Cleanup	6,821.92	6,600.00	.00	6,600.00
101-41110-590	Capital Outlay	.00	10,000.00	.00	10,000.00
Total Council:		49,334.97	60,658.00	764.32	59,893.68
Elections					
101-41410-103	Part-Time Employees	.00	4,000.00	.00	4,000.00
101-41410-309	Software and Design	.00	840.00	.00	840.00
101-41410-331	Meetings-Conferences (mtgs/mi)	.00	500.00	.00	500.00
101-41410-437	Miscellaneous	840.00	500.00	.00	500.00
Total Elections:		840.00	5,840.00	.00	5,840.00
Administration					
101-41500-101	Full-Time Employees Regular	272,631.68	305,644.00	22,175.88	283,468.12
101-41500-102	Full-Time Employees Overtime	12,174.24	17,000.00	715.77	16,284.23
101-41500-120	CENTRAL PENSION FUND	2,995.20	4,000.00	230.40	3,769.60
101-41500-121	PERA	20,853.72	24,198.00	1,713.14	22,484.86
101-41500-122	FICA	25,147.49	24,682.00	1,734.94	22,947.06
101-41500-131	Employer Paid Health	67,422.12	73,200.00	6,244.31	66,955.69
101-41500-151	Worker s Comp Insurance Prem	2,256.72	2,390.00	.00	2,390.00
101-41500-201	Office Supplies(paper-pens-et)	4,371.02	5,500.00	564.60	4,935.40
101-41500-211	Operating Supplies - Cleaning	556.65	1,000.00	.00	1,000.00
101-41500-217	Other Operating Supplies	1,005.63	1,000.00	.00	1,000.00
101-41500-221	Repair/Maint - Equipment	572.22	500.00	.00	500.00
101-41500-223	Repair/Maintain - Building	1,823.91	2,500.00	1,116.27	1,383.73
101-41500-227	Repair/Maintain - Amb Building	3,426.66	4,000.00	.00	4,000.00
101-41500-301	Auditing and Acct g Services	28,100.00	28,950.00	.00	28,950.00
101-41500-303	Engineering Fees	65,468.00	40,000.00	.00	40,000.00
101-41500-304	Legal Fees	21,540.76	25,000.00	.00	25,000.00
101-41500-309	Software and Design	15,922.09	15,000.00	5,829.00	9,171.00
101-41500-310	Other Professional Services	4,195.41	5,000.00	967.50	4,032.50
101-41500-312	CITY WEBSITE	2,650.00	2,650.00	.00	2,650.00
101-41500-316	Building Inspections	23,536.05	22,000.00	.00	22,000.00
101-41500-317	Dial A Ride Bus	6,891.50	5,000.00	.00	5,000.00
101-41500-321	Communications	6,659.94	6,000.00	.00	6,000.00
101-41500-322	Postage	1,198.10	2,000.00	412.57	1,587.43
101-41500-331	Meetings-Conferences (mtgs/mi)	928.37	5,000.00	.00	5,000.00
101-41500-343	Advertising	4,428.83	3,000.00	.00	3,000.00
101-41500-362	Property - Casualty Ins (Auto)	5,712.56	5,800.00	.00	5,800.00
101-41500-381	Electric Utilities	1,552.02	1,600.00	164.34	1,435.66

Account Number	Account Title	2021 Prior year PRELIMINARY ACTUAL	2022 Current year Budget	2022 Current year Actual	2022 Current Year Budget Remaining
101-41500-383	Gas Utilities	692.26	775.00	.00	775.00
101-41500-401	Contractual Services	12,836.98	12,000.00	1,000.54	10,999.46
101-41500-417	Uniforms	1,509.26	2,400.00	45.00	2,355.00
101-41500-433	Dues and Subscriptions	2,808.56	1,800.00	20.00	1,780.00
101-41500-434	Sales Tax Paid	6.00	10.00	2.00	8.00
101-41500-437	Miscellaneous	1,487.39	500.00	.00	500.00
101-41500-442	Bank Service Charges	2,910.59	3,500.00	.00	3,500.00
101-41500-443	Credit Card Merchant Fees	2,025.69	2,500.00	.00	2,500.00
101-41500-444	XPRESS Bill Pay Fees	4,810.62	5,000.00	.00	5,000.00
101-41500-445	Legal Settlements	47,618.91	.00	.00	.00
101-41500-560	Furniture & Fixtures	3,903.88	.00	.00	.00
101-41500-580	Computers & Technology	.00	25,000.00	.00	25,000.00
101-41500-590	Capital Outlay	77,631.00	35,000.00	.00	35,000.00
Total Administration:		762,262.03	721,099.00	42,936.26	678,162.74
Police					
101-42100-101	Full-Time Employees Regular	559,112.79	596,870.00	43,454.16	553,415.84
101-42100-102	Full-Time Employees Overtime	25,750.84	10,000.00	3,329.43	6,670.57
101-42100-103	Part-Time Employees	18,824.93	10,000.00	397.92	9,602.08
101-42100-120	CENTRAL PENSION FUND	998.40	1,000.00	76.80	923.20
101-42100-121	PERA	95,002.61	101,792.00	7,918.48	93,873.52
101-42100-122	FICA	12,818.76	12,218.00	943.46	11,274.54
101-42100-131	Employer Paid Health	157,587.46	162,732.00	13,837.27	148,894.73
101-42100-151	Worker s Comp Insurance Prem	22,805.41	29,647.00	.00	29,647.00
101-42100-201	Office Supplies(paper-pens-et)	4,009.54	3,000.00	.00	3,000.00
101-42100-212	Motor Fuels-Gas	19,179.14	15,000.00	.00	15,000.00
101-42100-217	Other Operating Supplies	518.16	100.00	.00	100.00
101-42100-221	Repair/Maint - Equipment	12,933.77	16,000.00	.00	16,000.00
101-42100-228	Repair/Maintain Other	1,075.19	3,000.00	.00	3,000.00
101-42100-304	Legal Fees	21,600.00	21,600.00	1,800.00	19,800.00
101-42100-309	Software and Design	6,611.66	5,000.00	.00	5,000.00
101-42100-310	Other Professional Services	3,911.23	5,000.00	.00	5,000.00
101-42100-318	Animal Control	.00	500.00	.00	500.00
101-42100-319	Forfeitures	217.80	1,200.00	.00	1,200.00
101-42100-321	Communications	14,367.95	14,000.00	.00	14,000.00
101-42100-322	Postage	29.47	50.00	8.42	41.58
101-42100-331	Meetings-Conferences (mtgs/mi)	1,780.13	7,275.00	.00	7,275.00
101-42100-343	Advertising	100.00	500.00	.00	500.00
101-42100-362	Property - Casualty Ins (Auto)	6,126.98	6,433.00	.00	6,433.00
101-42100-381	Electric Utilities	1,551.98	1,600.00	164.34	1,435.66
101-42100-383	Gas Utilities	692.27	775.00	.00	775.00
101-42100-406	Safety	37.50	1,200.00	.00	1,200.00
101-42100-417	Uniforms	12,718.49	9,000.00	137.70	8,862.30
101-42100-418	Range/Ammo	5,078.15	7,000.00	2,109.60	4,890.40
101-42100-433	Dues and Subscriptions	2,704.48	3,500.00	900.00	2,600.00
101-42100-436	Towing Charges	193.28	200.00	.00	200.00
101-42100-437	Miscellaneous	535.51	3,000.00	35.15	2,964.85
101-42100-438	Police - DARE Prog	1,049.59	5,000.00	.00	5,000.00
101-42100-446	NSF Checks	.00	500.00	.00	500.00
101-42100-560	Furniture & Fixtures	270.30	1,000.00	.00	1,000.00
101-42100-590	Capital Outlay	19,035.05	60,000.00	348.97	59,651.03
Total Police:		1,029,228.82	1,115,692.00	75,461.70	1,040,230.30

Account Number	Account Title	2021 Prior year PRELIMINARY ACTUAL	2022 Current year Budget	2022 Current year Actual	2022 Current Year Budget Remaining
City Fire					
101-42200-103	Part-Time Employees	14,791.37	22,156.00	.00	22,156.00
101-42200-122	FICA	1,131.55	1,695.00	.00	1,695.00
101-42200-151	Worker s Comp Insurance Prem	2,743.45	2,745.00	.00	2,745.00
101-42200-201	Office Supplies(paper-pens-et)	166.51	400.00	.00	400.00
101-42200-207	Fire Prevention Instruct Supps	960.00	2,000.00	.00	2,000.00
101-42200-211	Operating Supplies - Cleaning	69.37	200.00	.00	200.00
101-42200-212	Motor Fuels-Gas	440.88	1,000.00	.00	1,000.00
101-42200-217	Other Operating Supplies	606.89	200.00	.00	200.00
101-42200-221	Repair/Maint - Equipment	17,006.14	18,000.00	583.50	17,416.50
101-42200-223	Repair/Maintain - Building	7,957.68	8,000.00	.00	8,000.00
101-42200-226	Foam	625.00	2,000.00	.00	2,000.00
101-42200-228	Repair/Maintain - Other	2,514.55	.00	.00	.00
101-42200-309	Software and Design	70.90	120.00	6.49	113.51
101-42200-310	Other Professional Services	411.00	1,000.00	265.00	735.00
101-42200-315	Jaws of Life	.00	500.00	.00	500.00
101-42200-321	Communications	3,845.84	2,800.00	167.35	2,632.65
101-42200-322	Postage	29.60	100.00	.00	100.00
101-42200-331	Meetings-Conferences (mtgs/mi)	3,503.89	1,500.00	.00	1,500.00
101-42200-343	Advertising	.00	500.00	.00	500.00
101-42200-362	Property - Casualty Ins (Auto)	6,725.23	7,058.00	.00	7,058.00
101-42200-381	Electric Utilities	2,348.00	2,500.00	157.00	2,343.00
101-42200-383	Gas Utilities	3,265.94	3,000.00	.00	3,000.00
101-42200-384	Garbage Service	711.88	800.00	.00	800.00
101-42200-401	Contractual Services	.00	1,500.00	.00	1,500.00
101-42200-417	Uniforms/Fire Equip	484.43	10,000.00	.00	10,000.00
101-42200-433	Dues and Subscriptions	925.00	1,000.00	.00	1,000.00
101-42200-437	Miscellaneous	.00	100.00	.00	100.00
101-42200-590	Capital Outlay	1,025,006.00	.00	.00	.00
Total City Fire:		1,096,341.10	90,874.00	1,179.34	89,694.66
Emergency Management					
101-42500-103	Part-Time Employees	1,156.29	1,191.00	.00	1,191.00
101-42500-122	FICA	88.46	91.00	.00	91.00
101-42500-221	Repair/Maint - Equipment	92.88	4,000.00	.00	4,000.00
101-42500-310	Other Professional Services	660.00	660.00	.00	660.00
101-42500-381	Electric Utilities	732.00	725.00	74.00	651.00
Total Emergency Management:		2,729.63	6,667.00	74.00	6,593.00
Public Works (GENERAL)					
101-43100-101	Full-Time Employees Regular	111,353.36	113,328.00	8,769.05	104,558.95
101-43100-102	Full-Time Employees Overtime	1,670.16	4,200.00	89.40	4,110.60
101-43100-120	CENTRAL PENSION FUND	790.34	840.00	64.52	775.48
101-43100-121	PERA	8,296.41	8,814.00	660.91	8,153.09
101-43100-122	FICA	8,537.66	8,991.00	674.14	8,316.86
101-43100-131	Employer Paid Health	28,391.01	28,949.76	2,465.13	26,484.63
101-43100-151	Worker s Comp Insurance Prem	15,782.71	16,256.00	.00	16,256.00
101-43100-201	Office Supplies(paper-pens-et)	199.09	500.00	.00	500.00
101-43100-211	Operating Supplies - Cleaning	51.30	100.00	.00	100.00
101-43100-212	Motor Fuels-Gas	7,931.37	7,000.00	.00	7,000.00
101-43100-217	Other Operating Supplies	11,310.03	16,275.00	.00	16,275.00
101-43100-221	Repair/Maint - Equipment	20,392.00	25,000.00	235.95	24,764.05
101-43100-222	Tree trimming	18,317.25	20,000.00	.00	20,000.00
101-43100-223	Repair/Maintain - Building	4,174.14	7,500.00	.00	7,500.00

Account Number	Account Title	2021 Prior year PRELIMINARY ACTUAL	2022 Current year Budget	2022 Current year Actual	2022 Current Year Budget Remaining
101-43100-224	Repair/Maintain - Streets	92,337.45	100,000.00	.00	100,000.00
101-43100-225	Repair/Maint - Detention Ponds	3,950.00	20,000.00	.00	20,000.00
101-43100-226	Sidewalk Repairs	50,531.03	60,000.00	.00	60,000.00
101-43100-229	Refunds	104.00	.00	.00	.00
101-43100-303	Engineering Fees	23,468.74	20,000.00	.00	20,000.00
101-43100-310	Other Professional Services	19,450.72	30,000.00	.00	30,000.00
101-43100-321	Communications	3,667.92	4,000.00	.00	4,000.00
101-43100-322	Postage	21.05	100.00	.00	100.00
101-43100-331	Meetings-Conferences (mtgs/mi)	.00	300.00	.00	300.00
101-43100-343	Advertising	320.04	300.00	.00	300.00
101-43100-362	Property - Casualty Ins (Auto)	17,019.25	17,870.00	.00	17,870.00
101-43100-381	Electric Utilities	40,296.35	39,799.00	3,709.54	36,089.46
101-43100-383	Gas Utilities	2,904.96	2,500.00	.00	2,500.00
101-43100-384	Garbage Service	1,596.27	1,500.00	.00	1,500.00
101-43100-401	Contractual Services	.00	850.00	.00	850.00
101-43100-406	Safety	939.10	1,000.00	.00	1,000.00
101-43100-417	Uniforms	1,088.34	1,200.00	.00	1,200.00
101-43100-418	Rentals	135.57	1,000.00	.00	1,000.00
101-43100-437	Miscellaneous	.00	500.00	.00	500.00
101-43100-580	Computers & Technology	.00	1,000.00	.00	1,000.00
101-43100-590	Capital Outlay	73,901.63	250,000.00	.00	250,000.00
	Total Public Works (GENERAL):	568,929.25	809,672.76	16,668.64	793,004.12
Ice & Snow Removal					
101-43125-101	Full-Time Employees Regular	21,210.15	21,586.00	1,670.30	19,915.70
101-43125-102	Full-Time Employees Overtime	318.11	800.00	17.03	782.97
101-43125-120	CENTRAL PENSION FUND	150.46	160.00	12.28	147.72
101-43125-121	PERA	1,580.28	1,679.00	125.90	1,553.10
101-43125-122	FICA	1,626.11	1,712.00	128.40	1,583.60
101-43125-131	Employer Paid Health	5,254.24	5,514.24	456.32	5,057.92
101-43125-212	Motor Fuels-Gas	4,407.35	8,000.00	.00	8,000.00
101-43125-217	Other Operating Supplies	8,024.91	12,500.00	.00	12,500.00
101-43125-221	Repair/Maint - Equipment	6,677.39	7,500.00	77.46	7,422.54
101-43125-310	Other Professional Services	19,242.25	35,000.00	.00	35,000.00
101-43125-343	Advertising	106.68	.00	.00	.00
	Total Ice & Snow Removal:	68,597.93	94,451.24	2,487.69	91,963.55
Economic Development					
101-46500-101	Full-Time Employees Regular	.00	35,643.00	664.02	34,978.98
101-46500-102	Full-Time Employees Overtime	.00	3,000.00	.00	3,000.00
101-46500-120	CENTRAL PENSION FUND	.00	1,000.00	.00	1,000.00
101-46500-121	PERA	.00	2,898.00	49.80	2,848.20
101-46500-122	FICA	.00	2,956.00	48.05	2,907.95
101-46500-131	Employer Paid Health	.00	9,684.00	916.20	8,767.80
101-46500-491	EDA Contributions	45,000.00	7,500.00	3,750.00	3,750.00
	Total Economic Development:	45,000.00	62,681.00	5,428.07	57,252.93
One-Meeting Community Planning					
101-46700-437	Miscellaneous Expenses	11,937.00	.00	.00	.00
	Total One-Meeting Community Planning:	11,937.00	.00	.00	.00

Account Number	Account Title	2021 Prior year PRELIMINARY ACTUAL	2022 Current year Budget	2022 Current year Actual	2022 Current Year Budget Remaining
Other Finanacing Uses/Contrib					
101-49300-422	Corn on the Cob Activities	3,000.00	3,000.00	.00	3,000.00
101-49300-423	Ye Old Fashioned Christmas	1,000.00	1,000.00	.00	1,000.00
101-49300-424	Sesquicentennial/Garden Club	300.00	300.00	.00	300.00
101-49300-425	Plainview Community Center	12,500.00	12,500.00	.00	12,500.00
101-49300-426	Blue Bell Festival	.00	1,000.00	.00	1,000.00
	Total Other Finanacing Uses/Contrib:	16,800.00	17,800.00	.00	17,800.00
	Net Total GENERAL FUND:	3,652,000.73-	2,985,435.00-	145,000.02-	2,840,434.98-
Libraries (GENERAL)					
211-45500-101	Full-Time Employees Regular	109,088.82	123,926.00	9,532.80	114,393.20
211-45500-103	Part-Time Employees	19,775.28	19,760.00	1,075.19	18,684.81
211-45500-121	PERA	9,527.16	10,776.00	782.00	9,994.00
211-45500-122	FICA	9,750.39	10,991.00	802.81	10,188.19
211-45500-131	Employer Paid Health	37,516.01	36,648.00	3,124.09	33,523.91
211-45500-151	Worker s Comp Insurance Prem	544.61	599.00	.00	599.00
211-45500-201	Office Supplies(paper-pens-et)	5,090.46	4,000.00	167.96	3,832.04
211-45500-221	Repair/Maint - Equipment	4,153.59	3,000.00	.00	3,000.00
211-45500-223	Repair/Maintain - Building	3,264.29	3,000.00	17.60	2,982.40
211-45500-310	Other Professional Services	143.50	80.00	.00	80.00
211-45500-321	Communications	733.03	600.00	.00	600.00
211-45500-322	Postage	21.05	50.00	.00	50.00
211-45500-331	Meetings-Conferences (mtgs/mi)	.00	1,500.00	.00	1,500.00
211-45500-362	Property - Casualty Ins (Auto)	5,193.23	5,300.00	.00	5,300.00
211-45500-381	Electric Utilities	3,887.00	4,000.00	296.00	3,704.00
211-45500-383	Gas Utilities	1,550.91	2,000.00	.00	2,000.00
211-45500-401	Contractual Services	9,120.00	9,180.00	.00	9,180.00
211-45500-418	Rentals	11,805.12	11,600.00	1,002.48	10,597.52
211-45500-434	Sales Tax Paid	125.00	160.00	16.00	144.00
211-45500-437	Miscellaneous	3,763.89	1,500.00	.00	1,500.00
211-45500-590	Capital Outlay	1,539.60-	.00	.00	.00
211-45500-592	Books/Periodicals	29,791.34	31,000.00	1,829.68	29,170.32
	Total Libraries (GENERAL):	263,305.08	279,670.00	18,646.61	261,023.39
	Net Total LIBRARY:	263,305.08-	279,670.00-	18,646.61-	261,023.39-
ICE RINK					
225-45127-212	Motor Fuels-Gas	121.56	100.00	.00	100.00
225-45127-217	Other Operating Supplies	1,259.00	1,500.00	.00	1,500.00
225-45127-221	Repair/Maint - Equipment	13.15	500.00	.00	500.00
225-45127-223	Repair/Maintain - Building	.00	1,000.00	.00	1,000.00
225-45127-381	Electric Utilities	894.00	885.00	84.00	801.00
225-45127-383	Gas Utilities	507.30	400.00	.00	400.00
225-45127-437	Miscellaneous	500.00	200.00	.00	200.00
	Total ICE RINK:	3,295.01	4,585.00	84.00	4,501.00
POOL					
225-45128-103	Part-Time Employees	71,714.31	80,000.00	.00	80,000.00
225-45128-121	PERA	653.48	673.00	.00	673.00
225-45128-122	FICA	5,486.21	6,120.00	.00	6,120.00

Account Number	Account Title	2021 Prior year PRELIMINARY ACTUAL	2022 Current year Budget	2022 Current year Actual	2022 Current Year Budget Remaining
225-45128-151	Worker s Comp Insurance Prem	2,919.09	3,211.00	.00	3,211.00
225-45128-211	Operating Supplies - Cleaning	233.07	300.00	.00	300.00
225-45128-217	Other Operating Supplies	6,730.90	8,000.00	.00	8,000.00
225-45128-221	Repair/Maint - Equipment	2,294.18	4,015.00	.00	4,015.00
225-45128-223	Repair/Maintain - Building	833.53	750.00	.00	750.00
225-45128-228	Repair/Maintain - Other	.00	1,000.00	.00	1,000.00
225-45128-259	Merchandise For Resale - Other	7,373.18	8,000.00	.00	8,000.00
225-45128-309	SOFTWARE & DESIGN	3,254.69	2,995.00	.00	2,995.00
225-45128-310	Other Professional Services	2,552.75	2,800.00	.00	2,800.00
225-45128-321	Communications	753.51	800.00	.00	800.00
225-45128-322	Postage	.00	100.00	.00	100.00
225-45128-331	Meetings-Conferences (mtgs/mi)	1,572.00	2,000.00	325.00	1,675.00
225-45128-343	Advertising	190.80	200.00	.00	200.00
225-45128-362	Property - Casualty Ins (Auto)	14,705.15	15,440.00	.00	15,440.00
225-45128-381	Electric Utilities	6,933.00	7,500.00	.00	7,500.00
225-45128-383	Gas Utilities	4,991.78	5,400.00	.00	5,400.00
225-45128-417	UNIFORMS	1,894.35	2,500.00	.00	2,500.00
225-45128-418	Rentals	.00	150.00	.00	150.00
225-45128-433	Dues and Subscriptions	670.00	1,000.00	.00	1,000.00
225-45128-434	Sales Tax Paid	4,038.00	4,000.00	.00	4,000.00
225-45128-437	Miscellaneous	.00	300.00	.00	300.00
225-45128-443	Credit Card Merchant Fees	1,502.95	2,000.00	.00	2,000.00
225-45128-590	Capital Outlay	26,750.00	.00	.00	.00
Total POOL:		168,046.93	159,254.00	325.00	158,929.00
PARKS					
225-45200-101	Full-Time Employees Regular	56,616.48	59,763.00	4,791.28	54,971.72
225-45200-102	Full-Time Employees Overtime	4,088.42	5,000.00	944.92	4,055.08
225-45200-103	Part-Time Employees	11,366.02	17,000.00	.00	17,000.00
225-45200-120	CENTRAL PENSION FUND	998.40	1,000.00	76.80	923.20
225-45200-121	PERA	4,492.64	4,857.00	428.34	4,428.66
225-45200-122	FICA	5,490.49	6,254.00	436.92	5,817.08
225-45200-131	Employer Paid Health	16,181.11	16,140.00	1,356.01	14,783.99
225-45200-151	Worker s Comp Insurance Prem	1,932.00	2,357.00	.00	2,357.00
225-45200-201	Office Supplies(paper-pens-et)	.00	100.00	.00	100.00
225-45200-212	Motor Fuels-Gas	3,534.78	4,500.00	.00	4,500.00
225-45200-217	Other Operating Supplies	4,039.83	5,275.00	.00	5,275.00
225-45200-221	Repair/Maint - Equipment	1,564.26	6,535.00	.00	6,535.00
225-45200-223	Repair/Maintain - Building	4,947.54	10,000.00	.00	10,000.00
225-45200-228	Repair/Maintain - Other	.00	500.00	.00	500.00
225-45200-229	Refunds	125.00	.00	.00	.00
225-45200-303	Engineering Fees	.00	1,000.00	.00	1,000.00
225-45200-310	Other Professional Services	1,040.25	2,000.00	.00	2,000.00
225-45200-321	Communications	168.70	.00	.00	.00
225-45200-331	Meetings-Conferences (mtgs/mi)	.00	100.00	.00	100.00
225-45200-343	Advertising	284.46	250.00	.00	250.00
225-45200-362	Property - Casualty Ins (Auto)	19,607.56	20,587.00	.00	20,587.00
225-45200-381	Electric Utilities	2,442.00	2,500.00	182.00	2,318.00
225-45200-383	Gas Utilities	105.98	175.00	.00	175.00
225-45200-384	Garbage Service	1,886.04	1,750.00	.00	1,750.00
225-45200-417	Uniforms	500.08	600.00	.00	600.00
225-45200-418	Rentals	.00	1,500.00	.00	1,500.00
225-45200-434	Sales Tax Paid	93.00	100.00	9.00	91.00
225-45200-520	Capital Outlay-Bldg & Structur	24,500.00	.00	.00	.00
225-45200-590	Capital Outlay	58,273.68	100,000.00	.00	100,000.00

Account Number	Account Title	2021 Prior year PRELIMINARY ACTUAL	2022 Current year Budget	2022 Current year Actual	2022 Current Year Budget Remaining
Total PARKS:		224,278.72	269,843.00	8,225.27	261,617.73
Net Total PARKS/REC:		395,620.66-	433,682.00-	8,634.27-	425,047.73-
Cemetery					
235-49010-217	Other Operating Supplies	498.14	2,500.00	.00	2,500.00
235-49010-221	Repair/Maint - Equipment	1,432.37	500.00	.00	500.00
235-49010-228	Repair/Maintain - Other	119.56	500.00	.00	500.00
235-49010-229	Refunds	250.00	.00	.00	.00
235-49010-258	Columbarium Plaques	1,313.50	2,000.00	.00	2,000.00
235-49010-309	Software & Design	640.00	.00	.00	.00
235-49010-310	Other Professional Services	1,612.00	2,500.00	.00	2,500.00
235-49010-362	Property - Casualty Ins (Auto)	3,711.08	3,896.00	.00	3,896.00
235-49010-381	Electric Utilities	427.00	402.00	45.00	357.00
235-49010-384	Garbage Service	1,886.04	1,800.00	.00	1,800.00
235-49010-401	Contractual Services	30,140.00	32,000.00	335.00	31,665.00
235-49010-590	Capital Outlay	6,681.00	85,000.00	.00	85,000.00
Total Cemetery:		48,710.69	131,098.00	380.00	130,718.00
Net Total CEMETERY:		48,710.69-	131,098.00-	380.00-	130,718.00-
Cemetery Perpetual Care					
240-49015-590	Capital Outlay	23,075.00	.00	.00	.00
Total Cemetery Perpetual Care:		23,075.00	.00	.00	.00
Net Total CEMETERY PERPETUAL CARE:		23,075.00-	.00	.00	.00
RURAL FIRE					
245-42200-103	Part-Time Employees	8,461.36	9,902.00	.00	9,902.00
245-42200-122	FICA	647.31	758.00	.00	758.00
245-42200-151	Worker s Comp Insurance Prem	2,751.63	2,752.00	.00	2,752.00
245-42200-201	Office Supplies(paper-pens-et)	.00	150.00	.00	150.00
245-42200-212	Motor Fuels-Gas	1,497.61	1,500.00	.00	1,500.00
245-42200-217	Other Operating Supplies	818.67	200.00	.00	200.00
245-42200-221	Repair/Maint - Equipment	11,379.97	10,000.00	.00	10,000.00
245-42200-226	Foam	625.00	2,000.00	.00	2,000.00
245-42200-228	Repair/Maintain - Other	1,351.83	500.00	.00	500.00
245-42200-310	Other Professional Services	.00	500.00	.00	500.00
245-42200-315	Jaws of Life	.00	500.00	.00	500.00
245-42200-331	Meetings-Conferences (mtgs/mi)	.00	300.00	.00	300.00
245-42200-362	Property - Casualty Ins (Auto)	6,722.11	7,058.00	.00	7,058.00
245-42200-401	Contractual Services	.00	1,500.00	.00	1,500.00
245-42200-417	Uniform	484.42	300.00	.00	300.00
245-42200-433	Dues and Subscriptions	.00	850.00	.00	850.00
245-42200-437	Miscellaneous	.00	300.00	.00	300.00
245-42200-590	Capital Outlay	43,358.81	.00	.00	.00
Total RURAL FIRE:		78,098.72	39,070.00	.00	39,070.00

Account Number	Account Title	2021 Prior year PRELIMINARY ACTUAL	2022 Current year Budget	2022 Current year Actual	2022 Current Year Budget Remaining
	Net Total RURAL FIRE:	78,098.72-	39,070.00-	.00	39,070.00-
Fire Relief					
250-42300-124	Fire Pension Contributions	41,903.31	36,195.00	.00	36,195.00
250-42300-490	Donations - Fire Relief Assoc	16,200.00	19,200.00	.00	19,200.00
	Total Fire Relief:	58,103.31	55,395.00	.00	55,395.00
	Net Total FIRE RELIEF:	58,103.31-	55,395.00-	.00	55,395.00-
Debt Service					
300-47000-601	Bond Principal Pymt	78,000.00	151,000.00	151,000.00	.00
300-47000-611	Bond Interest Payment	41,230.00	38,160.00	20,030.00	18,130.00
	Total Debt Service:	119,230.00	189,160.00	171,030.00	18,130.00
	Net Total DEBT SERVICE FUND:	119,230.00-	189,160.00-	171,030.00-	18,130.00-
2019 DOWNTOWN PROJECT					
416-48000-303	Engineering Fees	5,833.75	.00	.00	.00
	Total 2019 DOWNTOWN PROJECT:	5,833.75	.00	.00	.00
	Net Total 2019 DOWNTOWN PROJECT:	5,833.75-	.00	.00	.00
2020 STREET/UTIL IMPROVE PROJ					
417-48000-303	Engineering Fees	59,042.00	.00	.00	.00
417-48000-310	Other Professional Services	163.00	.00	.00	.00
417-48000-530	Capital-Other Improvements	298,263.36	.00	.00	.00
	Total 2020 STREET/UTIL IMPROVE PROJ:	357,468.36	.00	.00	.00
	Net Total 2020 STREET/UTIL IMPROVE PROJ:	357,468.36-	.00	.00	.00
TIF 1-9 LEVAN					
505-46500-310	Other Professional Services	1,000.00	1,000.00	.00	1,000.00
505-46500-439	TIF Payments	2,529.00	5,000.00	.00	5,000.00
	Total TIF 1-9 LEVAN:	3,529.00	6,000.00	.00	6,000.00
	Net Total TIF 1-9 LEVAN:	3,529.00-	6,000.00-	.00	6,000.00-
TIF DOWNTOWN REDEVELOPMENT					
506-46500-310	Other Professional Services	1,000.00	1,000.00	.00	1,000.00
506-46500-439	TIF Payments	7,592.00	7,600.00	.00	7,600.00
	Total TIF DOWNTOWN REDEVELOPMENT:	8,592.00	8,600.00	.00	8,600.00
	Net Total TIF DOWNTOWN REDEVELOPMENT:	8,592.00-	8,600.00-	.00	8,600.00-

Account Number	Account Title	2021 Prior year PRELIMINARY ACTUAL	2022 Current year Budget	2022 Current year Actual	2022 Current Year Budget Remaining
Water Utilities (GENERAL)					
601-49400-101	Full-Time Employees Regular	54,867.28	57,870.00	4,469.80	53,400.20
601-49400-102	Full-Time Employees Overtime	2,963.31	5,000.00	880.44	4,119.56
601-49400-120	CENTRAL PENSION FUND	998.40	1,000.00	76.80	923.20
601-49400-121	PERA	4,314.81	4,715.00	399.39	4,315.61
601-49400-122	FICA	4,401.11	4,809.00	407.39	4,401.61
601-49400-131	Employer Paid Health	16,201.56	16,140.00	1,355.13	14,784.87
601-49400-151	Worker s Comp Insurance Prem	1,072.20	1,180.00	.00	1,180.00
601-49400-201	Office Supplies(paper-pens-et)	3,445.70	750.00	504.13	245.87
601-49400-212	Motor Fuels-Gas	621.50	750.00	.00	750.00
601-49400-217	Other Operating Supplies	7,702.49	10,000.00	.00	10,000.00
601-49400-221	Repair/Maint -WELLS	24,716.92	30,000.00	.00	30,000.00
601-49400-223	Repair/Maintain - Building	99.80	500.00	.00	500.00
601-49400-228	Repair-Water Main Repairs	34,162.51	30,000.00	.00	30,000.00
601-49400-229	Refunds	3,519.53	2,000.00	.00	2,000.00
601-49400-303	Engineering Fees	187.50	10,000.00	.00	10,000.00
601-49400-309	Software and Design	4,042.12	20,000.00	.00	20,000.00
601-49400-310	Other Professional Services	17,273.86	17,000.00	25.00	16,975.00
601-49400-321	Communications	1,621.58	4,806.00	.00	4,806.00
601-49400-322	Postage	358.00	2,400.00	.00	2,400.00
601-49400-331	Meetings-Conferences (mtgs/mi)	744.18	1,500.00	.00	1,500.00
601-49400-343	Advertising	47.40	400.00	.00	400.00
601-49400-362	Property - Casualty Ins (Auto)	7,488.64	7,863.00	.00	7,863.00
601-49400-381	Electric Utilities	42,017.00	43,700.00	3,852.00	39,848.00
601-49400-401	Contractual Services	926.10	1,500.00	540.23	959.77
601-49400-406	SAFETY	.00	1,000.00	468.54	531.46
601-49400-417	Uniforms	600.00	600.00	.00	600.00
601-49400-420	Depreciation	.00	90,000.00	.00	90,000.00
601-49400-433	Dues and Subscriptions	300.00	1,500.00	.00	1,500.00
601-49400-434	Sales Tax Paid	2.21	250.00	.00	250.00
601-49400-437	Miscellaneous	.00	200.00	.00	200.00
601-49400-550	WA Meter Replacement Program	93,573.85	85,000.00	.00	85,000.00
601-49400-570	Capital Outlay - Equipment	.00	40,000.00	.00	40,000.00
601-49400-590	Capital Outlay	5,107.01	.00	.00	.00
601-49400-601	Debt Srv Bond Principal	194,000.00	123,500.00	109,500.00	14,000.00
601-49400-611	Bond Interest	33,029.75	24,108.00	12,560.47	11,547.53
601-49400-700	Transfers Out	.00	50,000.00	.00	50,000.00
Total Water Utilities (GENERAL):		560,406.32	690,041.00	135,039.32	555,001.68
Net Total WATER FUND:		560,406.32-	690,041.00-	135,039.32-	555,001.68-
Sewer (GENERAL)					
602-49450-101	Full-Time Employees Regular	58,787.24	59,763.00	4,447.40	55,315.60
602-49450-102	Full-Time Employees Overtime	5,860.95	5,000.00	1,115.48	3,884.52
602-49450-120	CENTRAL PENSION FUND	998.40	1,000.00	76.80	923.20
602-49450-121	PERA	4,826.12	4,857.00	415.34	4,441.66
602-49450-122	FICA	4,922.66	4,954.00	423.65	4,530.35
602-49450-131	Employer Paid Health	16,212.76	16,380.00	1,355.90	15,024.10
602-49450-201	Office Supplies(paper-pens-et)	2,261.77	750.00	206.53	543.47
602-49450-212	Motor Fuels-Gas	200.89	250.00	.00	250.00
602-49450-217	Other Operating Supplies	2,785.08	6,500.00	.00	6,500.00
602-49450-221	Repair/Maint - Equipment	68,551.04	16,000.00	.00	16,000.00
602-49450-223	BUILDING REPAIR	74.85	.00	.00	.00
602-49450-228	Repair/Maintain - Other	27,502.65	.00	.00	.00

Account Number	Account Title	2021 Prior year PRELIMINARY ACTUAL	2022 Current year Budget	2022 Current year Actual	2022 Current Year Budget Remaining
602-49450-229	Refunds	3,430.76	2,000.00	.00	2,000.00
602-49450-303	Engineering Fees	.00	4,000.00	.00	4,000.00
602-49450-310	Other Professional Services	409.05	750.00	25.00	725.00
602-49450-322	Postage	42.09	2,400.00	.00	2,400.00
602-49450-331	Meetings-Conferences (mtgs/mi)	289.93	1,500.00	.00	1,500.00
602-49450-343	Advertising	103.35	.00	.00	.00
602-49450-362	Property - Casualty Ins (Auto)	5,173.50	5,432.00	.00	5,432.00
602-49450-381	Electric Utilities	7,619.00	9,660.00	658.00	9,002.00
602-49450-383	Gas Utilities	529.32	950.00	.00	950.00
602-49450-385	Sewer Plv-Elgin Sewer District	792,249.16	800,000.00	.00	800,000.00
602-49450-417	UNIFORM	592.83	600.00	.00	600.00
602-49450-420	Depreciation	.00	14,000.00	.00	14,000.00
602-49450-437	Miscellaneous	.00	500.00	.00	500.00
602-49450-601	Debt Srv Bond Principal	115,000.00	109,500.00	109,500.00	.00
602-49450-611	Bond Interest	28,129.25	21,187.00	11,100.00	10,087.00
602-49450-700	Transfers Out	.00	50,000.00	.00	50,000.00
Total Sewer (GENERAL):		1,146,552.65	1,137,933.00	129,324.10	1,008,608.90
Net Total SEWER FUND:		1,146,552.65-	1,137,933.00-	129,324.10-	1,008,608.90-
Net Grand Totals:		6,720,526.27-	5,956,084.00-	608,054.32-	5,348,029.68-

PLAINVIEW POLICE DEPARTMENT
241 West Broadway
Plainview, Minnesota 55964

Jason M. Timm
CHIEF OF POLICE

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Executive Summary
City Council Meeting: February 8, 2022

AGENDA ITEM: Police Department Monthly Report	**AGENDA SECTION:** Consent
PREPARED BY: Jason Timm, Chief of Police	**AGENDA NO.** **5.D.**
ATTACHMENTS: January Activity Summary Report	**APPROVED BY:**
RECOMMENDED ACTION: Information only	

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

Meeting/Training
- Conducted employee evaluations on all police department staff.
- Scheduled trainings for officers. DMT school, Use of Force Instructor school and TASER instructor are a couple of the classes that some of my staff will be attending and getting certified in.
- Our agency will be rejoining the Goodhue / Wabasha County Emergency Response Team (SWAT). Officer Szymanski will be taking on this challenge.

Misc. Activity
- ➢ Priced out the 2022 Ford Explorer to replace our 2013 Ford Explorer. This is done through state bid.
- ➢ Finished up body camera policies and trainings. The BWCs will be in operation in two weeks. This has been a long process that I am happy to have completed.
- ➢ I continue to update training lesson plans to reflect the new state requirements.
- ➢ Researching prices and buying options for the future purchase and update of our TASER program.
- ➢ January was a busy month for investigations. Three of the investigations were felony level thefts. We have identified all three suspects and will be submitting our reports to the attorney’s office for charges.

The following are the January calls per service.

January Call Activity 2022

9-11 Hang-Ups	0
Alarms	0
All other	1
Animal Complaints	2
Assault	0
Assist Other Department	7
Attempt to Locate	0
ATV Violations	0
Burglary/Open Door	0
Child Abuse/Custody Exchange	0
Civil Matter	0
Contempt/Curfew Violation	0
Damage to Property	1
DANCO Violation	1
Disorderly Conduct	2
Domestics	2
Driving Complaints	7
Driving Under the Influence	0
Drugs All Types	2
Escort	0
Fire Calls	1
Fireworks	0
Found Property	0
Fraud	2
Funeral Assist	3
Gun Permit	7
Harassment/Threats	0
Littering	0
Lost Property	0
Medical Calls	37
Misc. Information	8
Motorist Assists	5
Noise Complaints	3
OFP/HRO Violation	1
Ordinance Violation	0
Parking Complaints/Violations	1
Permit	1
POR Predatory Offender Reg.	0
Public Assists	8
School Bus & Incident Report	3
Security Check	145
Sex Offense	0
Snow Removal	17
Sudden Death	0
Suspicious Activity	8
Theft Offenses	4
Traffic Crashes/Violations	69
Trespassing	3

Vulnerable Adults	0
Weapons Violation	0
Warrants All	1
Welfare Checks	9
Worthless Checks	0
TOTAL CALLS	**365**

CITY OF PLAINVIEW
PUBLIC WORKS DIRECTOR REPORT

Water

- Water reports were filled out and sent to the MDH (Minnesota Department of Health) for the month of January. We averaged as a city 240,741 gallons per day. The highest being 354,000 and the lowest being 146,000 gallons per day. We pumped 7,463,000 gallons for the month.
- Water meters were read on the 3rd of the month.
- Water meter replacement is ongoing.
- As part of the Gopher One call before you dig, we had 2 locates.

Snow/Streets

- We had 6 snow/wind events for the month that required public works to plow and/or apply treatment to streets and sidewalks.
- We have removed snow piles in cul-de-sacs.
- We have removed all Christmas decorations.

Parks

- The crew has been working to keep the ice rink in good condition. There has been a lot of use from residents.
- The park board met on the 25th. We currently have 2 open spots on the committee.
- We have a bid for the replacement of the dugout that was blown over in the storm December 15th.

Trees

- We have been trimming trees that hit our equipment and trucks. This will continue as needed.
- We are continuing our efforts to remove Ash trees from city property. We should be close to finished by years end.

Buildings

- We are still getting bids to replace the roof at the Ambulance building. The roof was damaged in a storm December 15th.
- We have been doing some house cleaning/repairing between snow events at all the city buildings.

Equipment

- We have made some repairs to snowplow equipment.
- We have been doing winter maintenance on the street sweeper.
- We had some warranty work done on the blower for the windrows.

Daily Tasks

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

Respectfully,
Shane Loftus
Public Works Director

PARKS & TRAILS COMMISSION
Meeting Minutes

Tuesday, October 26, 2021, at 5:00 P.M.
Community Presbyterian Church, 505 W Broadway, Plainview, MN 55964

The Plainview Parks & Trails Commission meeting was called to order at 5:05 pm on October 26, 2021. Commissioners in attendance: Beau Hebert, Jon Curtiss, Ben Jacobs, Carrie Klassen, and Marlene Young. Absent: Jason Hall. Staff in attendance: Shane Loftus.

Motion was made by Hebert to approve the July 27, 2021, meeting minutes. Passed. 5/0.

Hebert gave an update on the dog park. The proposal was taken to City Council. The city received an estimate of approximately $90,000 to convert the area at Eckstein Park to a dog park. This would include removal of the current volleyball courts, putting in new courts at Eastwood Park, and prepping the site. City Council voted against the proposed site at Eckstein Park and requested that the project be brought back to the commission to find an alternate site. Tom Welti has proposed donating half of an acre along Highway 247 outside of city limits for use as a dog park. The committee shared concerns about the location due to being outside city limits, not accessible by walking, and being along a busy highway, as well as the need for installing a parking lot. Klassen and Curtiss will form a subcommittee to review the potential costs of converting this site, if it would make a good location for a dog park and researching other city dog parks. The committee also discussed the $7,500 grant that was previous given toward the project from the Plainview Area Foundation. The commission agreed to look at returning this money to the Foundation until a site is found for the park. Loftus will talk with Finance Director, Vicki Axley.

The committee discussed the future of the volleyball courts at Eckstein Park since the dog park will no longer be proposed for that area. New nets were ordered previously this year but have not yet arrived. The school also occasionally uses the courts. The decision was made to refurbish the courts for use next year.

Loftus gave an update on the Eckstein basketball court. He previously received an approximate estimate of $120,000-$150,000 to convert the current horseshoe pits into one full basketball court. This would include removing the horseshoe pits, removing the fence, and installing the basketball court. The committee discussed determining if there is a demand for a new basketball court. Loftus also mentioned that the school does use the horseshoe pits occasionally for PE class. Jacobs will reach out to PEM Activities Director, Scott Flattum, about any concerns of removing the pits. If the horseshoe pits are not converted, there was discussion about improving the current basketball court.

The update on the Eckstein basketball court also included discussion on lighting. Loftus shared that there are lights for the current basketball court and the horseshoe pits. They just need to be turned on when someone is there and there is a timer that will shut them off at 10:00 p.m. There was a brief time during the Eckstein Field lights update where power to the box that controls the lights was disconnected.

Loftus gave an update on the Eckstein Field lights. The updates to the lights are complete and working. There is some additional restoration work that still needs to be completed.

Hebert and Jacobs gave an update on the Trailhead Park project. The proposal has been approved by City Council pending an agreement between the Peace Corps, Veterans, Boy Scouts, and the city.

Loftus gave an update on the swings project at Six Oaks Park. The swings have been installed.

Curtiss and Loftus gave an update on the gravel bed project and the tree planting grant. There has been discussion of not doing the gravel bed project and adjusting the grant to be only for tree planting. The plan would still be to have volunteers plant trees in the city the week of Earth Day in April. Curtiss would also like to look at the possibility of being able to offer trees to homeowners who have lost trees due to the Emerald Ash Borer disease.

Loftus gave a Public Works update:

- The engineered woodchips have been put in at the parks.
- Jenny Schneider dropped off a check for the remaining funds from Rock on Ice.
- The city is looking at getting cameras installed at the parks due to the amount of vandalism that has been done to the parks this year.

The discussion on the skating rink, master plan and inventory list, and terms up for renewal were tabled to the November meeting.

Motion was made to adjourn by Hebert and seconded by Klassen. Passed 5/0.

Meeting adjourned at 5:53 p.m.

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: February 2, 2022

To: David Todd, City Administrator

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

Subject: Current Projects Update
City of Plainview
Project No.: 0H1.123353

2020 Improvement Project

Alcon Construction needs to complete reseeding in the spring and has agreed to complete the needed work. Final payment is being held until the seeding can be accepted. Retainage has been reduced to what is allowed under the contract, which is 1% of the work completed plus 250% of the estimated cost of the seeding work that is being monitored.

Orchard Hills 7th Subdivision

Construction of the improvements for this subdivision are underway. Sanitary sewer main work was completed in December. Work has been suspended until spring.

Marshman Addition

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

Skye View Development

No new activity since the last Council meeting. We are awaiting submittal of construction plans and specifications, and the final plat.

Orchard Hills 8th Subdivision

No new activity since the last Council meeting. We are awaiting submittal of the final plat.

2nd Avenue NW Reconstruction Project

If the Council wishes to proceed with the proposed 2nd Avenue NW Reconstruction project in 2023, we should consider beginning the preliminary planning and public involvement process for that project this spring/summer. The first step in the process would be the Council ordering the preparation of a feasibility report for the project.

Plainview Public Library

Connecting our Community with Information, Experiences, and Each Other

Director's Report: February 2022

Diali Cissokho Concert: The library will be hosting Senegalese griot kora player, Diali Cissokho, on Wednesday, March 2 at 6:00pm. This activity is made possible by the voters of Minnesota through a Minnesota State Arts Board Operating Support Grant, thanks to a legislative appropriation from the arts & cultural heritage fund.

Material Circulation:

	Overall Circulation	Service Days	Average Circulation per Service Day
January 2021	3285 Items	24	137 Items
December 2021	2607 Items	24	109 Items
November 2021	2734 Items	23	119 Items
October 2021	2822 Items	26	109 Items
September 2021	3085 Items	24	129 Items
August 2021	3043 Items	22	138 Items
July 2021	3325 Items	21	158 Items
June 2021	3355 Items	22	153 Items
May 2021	2329 Items	24	97 Items
April 2021	2675 Items	26	103 Items
March 2021	2777 Items	27	103 Items
February 2021	2507 Items	24	104 Items

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

Respectfully Submitted,
Alice L. Henderson
Director, Plainview Public Library

Plainview Public Library

Connecting our Community with Information, Experiences, and Each Other

2021 HIGHLIGHTS

INFORMATION

Library Material Circulation
33,661 Items (11% increase over 2020)

Overdrive Digital Circulation
5,223 Items (8% increase over 2020)

Reference Questions Addressed
4,940 (not counted in 2020)

Library Brochures Distributed
500 direct to resident or home

2857 Patrons (168 new in 2021)

24,171 Items (1,664 new in 2021)

43 Open hours / week (40 summer)

EXPERIENCES

14 Outdoor Family Events

7 Outreach Activities

3 Community Dinners

Farm Heritage Pie Social

Community Mental Health First Aid Training

EACH OTHER

The Plainview Volunteer League coordinated with 18 service project leaders to gift over 225 service hours to the community.

LOOKING AHEAD TO 2022

Diali Cissohko Concert
March 2022

Amanda Lynn Author Visit
Spring 2022

Karst Interactive Geology Exhibit
July/August 2022

Plainview Public Library Board of Trustees
Tuesday December 21, 2021 7:00 PM

Members Present: Youlonda Loechler, Miranda Muller, Amy Appel, Adam Feils, Missy McRay, Nicholas Ozment
Members Not Present: Paul Eidenschink
Staff: Alice Henderson
City Council Member: Lindsay Hammer-Bartley

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

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

A motion was made by Youlonda and seconded by Missy to approve the consent agenda as follows:

- Board Minutes 11/16/2021, 12/02/2021
- Director's Report
- Programming & Outreach Report
- Acknowledgement of Donations
  - Wayne Dittrich Memorial
  - Kathie Tradup
  - Chad Schmit Memorial

Payment of Bills
A motion was made by Amy and seconded by Missy to approve the Payables by Payee in the amount of $5,373.33. Motion carried unanimously via roll call vote.

Unfinished Business

New Business

A. Approve Cleaning Contract: A motion was made by Youlonda and seconded by Missy to approve the cleaning contract as written. Motion carried unanimously via roll call vote.
B. Approve Foundation Payment for Wall Art: A motion was made by Miranda and seconded by Amy to approve the payment from the Foundation for the wall art. Motion carried unanimously via roll call vote.
C. Discuss Furniture Purchase: A motion was made by Miranda and seconded by Amy to approve the purchase of the loveseat and two (2) chairs. Motion carried unanimously via roll call vote.
D. Discuss WiFi Hotspot Program: General discussion about the program, the service issues, the potential new cost and how the program was serving the community. A motion was made by Youlonda and seconded by Missy to discontinue the program and revisit this decision in June. Motion carried unanimously via roll call vote.

Additional Discussion

Next meeting is set for January 18, 2022.

Motion to adjourn was made by Amy and seconded by Adam at 7:27 PM. Motion carried unanimously via roll call vote.

Plainview Business Center
445 West Broadway
Plainview, MN 55964
www.plainvieweda.org
PH: 507-710-4085

Development Services Coordinator Update
February 2022

- Transition of EDA office: I have met several afternoons with Judith to review files and bring the most current and pertinent files to my office at City Hall. Old files, and office equipment is being put in storage at the Business Center. Public Works assisted in moving a couple of file cabinets to my office. Judith is putting together a vendor list and other pertinent information that I will need going forward and bringing me up to speed on operations.

- NextGen Loan: I did the closing on a NextGen loan with a new tenant in the Business Center.

- Residential Assistance: I assisted a local resident in connecting to SEMCAC, USDA Rural Development, and SMMCHRA. All three have programs available to assist low-income homeowners with home repairs.

- P&Z Inquiry: I responded to an inquiry from a homeowner wanting to convert their home into a multi-family unit. She had been told that their home was zoned as such. Their dwelling is located in an R-1 District and across the street from the Transitional Zone. We are not aware of any CUP attached to the property. They could request a CUP for a 2-family dwelling as that is an allowable use in R-1 with a CUP.

- Networking: I have reached out to several regional and state organizations to introduce myself and to set-up introductory meetings.

- Learning curve: The first 2-1/2 weeks on the job has gone quickly. I am reading through the council's EDA enabling act from 1989, the amending resolution from 2011, and the EDA bylaws, as well as, the City's Comp Plan, and the city codes to become familiar with the goals of the community and the statutes governing it. I am putting the final touches on organizing my office and the files that have been transferred over from the EDA.

Respectfully Submitted,
Richard Baker, Development Services Coordinator

Plainview Fire Relief Association Monthly Report

January, 2022

Meetings:
January 5 – First meeting of the year we invite all the retirees to a meal as a thank you for their years of service. We usually recognize anybody retiring (there was no one this year).

Practice/Training:
January 19 – We had two instructors in to go over C.P.R. Training. We have to be certified every two years. We did hands-on and written test.

Calls:
Three calls this month: Lift assist w/ Mayo
False Alarm at School
Car Accident

Maintenance:
Dept. worked on all trucks for winter conditions.

Respectfully Submitted by Eric Bennett, Secretary

PLAINVIEW
CITY COUNCIL ACTION

Executive Summary
City Council Regular Meeting: February 8, 2022

AGENDA ITEM:	Appointment to the Plainview Fire Relief Association Board of Trustees for 2022	**AGENDA SECTION:** Consent
PREPARED BY:	Carol Kujath, City Clerk	**AGENDA NO. 5.E.**
ATTACHMENTS:		**APPROVED BY: D.T.**

RECOMMENDED ACTION:

- **Motion** to appoint the following to the Plainview Fire Relief Association Board of Trustees for 2022:
  - Vicki Axley, Finance Director
  - Holly Reeve, Councilmember

SUMMARY

According to Minnesota statute, each year municipal governments must make certain appointments to City Boards and Commissions, as well as appoint an Acting Mayor. In addition, the City of Plainview utilizes Council Liaisons with each department to act as a sounding board and additional "touch-point" for those departments to interact with Council.

PLAINVIEW
CITY COUNCIL ACTION

Executive Summary
City Council Regular Meeting: February 8, 2022

AGENDA ITEM:	Development Process Improvement Project	**AGENDA SECTION:** New Business
PREPARED BY:	Aaron Luckstein	**AGENDA NO.** 7.A.
ATTACHMENTS:	Draft CUP Guidance Document	**APPROVED BY:**
RECOMMENDED ACTION: • **Motion** to authorize City Administrator Todd to evaluate zoning and development related fee schedule options and bring back a recommendation to Council.		

SUMMARY
Council member Reeve, Administrator Todd, and I continue to work on the action items identified as part of the development process improvement project. To date, we have completed our meetings with the development community and are finalizing five "plain language" development related guidance documents. These documents are in their final stages of editing and should be available for use within the next month. Attached is a draft copy of the Conditional Use Guidance document. These were drafted based on the existing requirements and are considered living documents that will be updated as additional improvements are made to the process.

One of the additional action items was to evaluate areas of risk which includes financial risk. Some examples of this are: 1) the City expending significant time and resources on a project that may be withdrawn or denied and the cost far exceeded the initial application fee; 2) the developer getting to the final plat and development agreement and not realizing the full costs associated with paying the city for construction inspections. The current process is to inform the applicant of anticipated processes and associated fees such as placing public hearing notices in the newspaper, engineering review fees, and environmental assessments or stormwater evaluations. The full cost of those requirements are dependent on the size of the posting in the newspaper and how complex the project proposal is and how much time is spent on assessments and reviews. This process works for the City because it results in recouping the full cost for those items. However, the unknown costs create financial uncertainty for the applicant. The developers requested that the City articulate the full cost of fees at the start of a proposed project so they can plan accordingly and eliminate surprised costs.

We see value in conducting a thorough evaluation of options and outlining the pros and cons before making any changes. This request is to authorize Administrator Todd to evaluate options and bring back a recommendation to Council. The Council would also be authorizing him to engage others such as Brian Malm, Richard Baker, Shane Loftus, or members of the Planning Commission as needed to complete the project. The goal is to report back on his findings and recommendation for Council consideration at or before the May 2022 Council meeting but flexibility is needed based on the complexity of the project. The amount of time needed to complete this effort is unknown and has the potential to result in other work not being completed; therefore this request is being brought to the Council for discussion and authorization.

Conditional Use Permit Application Guide and Timeline

(Please see Chapter 608.6.2 of Plainview's Code for full Conditional Use Permit details)

A conditional use permit (CUP) is a zoning exception that allows you to use your property in non-conforming ways. It can be an alternative to applying for rezoning, and it can allow you to use your property in a unique way where rezoning is not possible. Please contact the City Administrator to discuss the need for a CUP prior to submitting an application.

The following are the high-level steps in the CUP process:

1. ***Conditional Use Permit Application Submittal****—Days 1-13*

   The applicant shall submit the application for a CUP and supporting information, at least **3 weeks (21 days) prior** to the Planning Commission meeting that the applicant would like the permit request to be heard. City staff will review the application for completeness and prepare a written recommendation for consideration during steps 2 and 3. Note that a public hearing is required. See Public Notification Guidelines on page 3.

2. ***Planning Commission Review and Recommendation****—Days 2-34 (depending on when application is submitted)*

   The Planning Commission will review the CUP application, consider any public comment, and consult City staff. The Planning Commission may recommend to the City Council additional conditions necessary to protect the best interest of the surrounding area or the community. Additional conditions may include but are not limited to those outlined in Chapter 608.6.2 *Additional Conditions*.

3. ***City Council Review****—Days 22-60*

   The City Council will review the CUP application, consider any public comment, consider the advice and recommendations of the Planning Commission and the effect of the proposed use on the comprehensive plan and upon the health, safety, and general welfare of occupants of surrounding lands, consult City staff recommendation, and determine if the request meets the requirements outlined in Chapter 608.6.2. The City Council will then either (i) approve the permit, (ii) approve the permit with conditions, or (iii) deny the permit.

O The total review period will not exceed 60 days and will vary based on the timing of the submittal.

O **Total cost: $200**

*When applicable, the applicant must also pay the cost of public hearing notices, all other miscellaneous administrative and city engineering review fees, and other government requirements such as environmental assessments or stormwater evaluations.

Conditional Use Permit Application Checklist and Criteria

(Please see Chapter 608.6.2 of Plainview's Code for full Conditional Use Permit criteria)

1. *Conditional Use Permit Application Checklist:*

Pay permit $200 fee

Complete application form

Provide City Clerk with a list of property owners and addresses to be notified, as applicable.

Include a site plan including the following:

- 0 Location of all structures, existing and proposed.
- 0 Location of all parking and drive areas.
- 0 Property lines.

2. *Conditional Use Permit Criteria:*

The use will not create an excessive burden on existing parks, schools, streets, and other public facilities and utilities which serve or are proposed to serve the area.

The use will be sufficiently compatible or separated by distance or screening from adjacent residentially zoned or used land so that existing homes will not be depreciated in value and there will be no deterrence to development of vacant land.

The structure and site shall have an appearance that will not have an adverse effect upon adjacent residential properties.

The use, in the opinion of the City Council, is reasonably related to the overall needs of the city and to the existing land use.

The use is consistent with the purposes of the zoning ordinance and the purposes of the zoning district in which the applicant intends to locate the proposed use.

The use is not in conflict with the comprehensive plan of the city.

Adequate utilities, access roads, drainage and necessary facilities have been or will be provided.

Public Notification Guidelines

(Please see Chapter 608.1, 608.2, and 609.14 of Plainview's Code for full public notification details)

No change or amendment to the City Code shall be adopted until a public hearing has been held by the Planning Commission or the City Council.

A notice of the time, place, and purpose of the hearing shall be published in the official newspaper of Plainview at least ten days prior to the day of the hearing. When an amendment involves changes in district boundaries affecting an area five acres or less, a similar notice shall be mailed at least ten days before the day of the hearing to each owner of affected property and property situated wholly or partly within 350 feet of the property to which the amendment relates.

For the purpose of giving mailed notice, the City Clerk may use any appropriate records to determine the names and addresses of owners. A copy of the notice and a list of the owners and addresses to which the notice was sent shall be attested to by the City Clerk and shall be made a part of the records of the proceedings. The failure to give mailed notice to individual property owners, or defects in the notice, shall not invalidate the proceedings, provided a bona fide attempt to comply with these procedures has been made.

All applicants shall provide the list of the owners and addresses to which the notice is to be sent.

When a public meeting is required, the meeting shall occur at a regularly scheduled meeting or at a special meeting only after public notification of the meeting was posted in the Plainview News prior to the meeting date.

Whenever the Land Management Ordinance requires a public hearing and requires notice given to owners of affected property and property situated wholly or partly within 350 feet of the property to which an ordinance amendment, subdivision plat, quick plat, or zoning district change relates, the party requesting the subdivision, quick plat, zoning change, or zoning amendment shall bear the cost of setting up the public hearing. Costs may include, but not be limited to, all costs of research to determine who are the owners of affected property, costs of mailing notice, and costs of posting notice.

CITY OF PLAINVIEW

APPLICATION FOR REVIEW

PROJECT NAME: ____

REQUEST REVIEW (please check):

______ General Development Plan ($200.00 filing fee):
______ Preliminary Subdivision Plat ($350.00 filing fee plus $10 per lot):
______ Final Subdivision Plat ($600 filing fee plus $10 per lot):
______ Rezoning ($200 filing fee):
_______ Resubdivision ($100 filing fee):
_______ Conditional Use Permit ($200.00 filing fee):

PROJECT LOCATION & LEGAL DESCRIPTION:

EXISTING USE(S) OF PROPERTY:

PROJECT TYPE/INTEDED USE OF PROPERTY (residential, commercial, industrial, etc.):

PROJECT DESRIPTION:

CITY OF PLAINVIEW
APPLICATION FOR REVIEW
PAGE TWO

PROPERTY OWNER (name, address, and phone number):

APPLICANT (contact person, business name, address and phone number):

PROPERTY OWNER'S SIGNATURE:

____ DATE:_________________

____ DATE:_________________

APPLICANT'S SIGNATURE (if different than property owner):

____ DATE:_________________

____ DATE:_________________

This application shall be submitted with all required supporting documentation.

City of Plainview
241 West Broadway
Plainview, MN 55964
507-534-2229

PLAINVIEW CITY COUNCIL ACTION

Executive Summary
City Council Regular Meeting: February 8, 2022

AGENDA ITEM:	Facility Use Agreement with the Church of Christ	**AGENDA SECTION:** New Business
PREPARED BY:	David Todd, City Administrator	**AGENDA NO. 7.B.**
ATTACHMENTS:	Facility Use Agreement, Resolution 2022-07	**APPROVED BY: DT**
RECOMMENDED ACTION: **Motion** to approve Resolution 2022-07 entering a Facility Use Agreement between the City of Plainview and the Church of Christ for the use of the Worship Hall for City Council Meetings.		

SUMMARY

In 2019, the City of Plainview relocated City Council meetings to the Church of Christ, 205 1st St. NE, Plainview, MN due to the COVID 19 pandemic. The rationale was to provide for social distancing as well as other measures to keep the public, City staff, and Council members safe during the pandemic. This was meant to be a short-term solution until it was safe to return to City Hall for meetings.

During the interim, the Church has not sought any compensation from the city for the use of the space citing the use as a "Public Service" to the community. As a practical matter, the use of the Worship Hall has proven to be a perfect fit for Council meetings as the space can accommodate more folks, the sound and video capabilities at the Church has proven much better for meetings to be broadcast to the public, and the Church has welcomed the use of the hall as an addition to other activities undertaken at the Church. The City provided a $5,000 donation to upgrade the audio/visual capabilities from COVID funds provided by the Cares Act.

Simply put, City Hall has limited space, poor audio/visual capabilities, a general lack of parking, and is not set up to adequately host regular City Council Meetings.

The City is seeking to continue to use the space at the Church of Christ to host City

Council meetings for the foreseeable future and the Church leadership has welcomed the opportunity to host. Although Church leaders initially did not want compensation for the use of the space, the City is obligated to provide such compensation for the use of the space. A meeting was held with Church officials and City staff whereby a mutual agreement to provide $600 per year in the form of a Facility Use Agreement for the space at the Church.

Respectfully Submitted,

David Todd
City Administrator

CITY OF PLAINVIEW
WABASHA COUNTY MINNESOTA
CITY COUNCIL RESOLUTION 2022-07

A RESOLUTION BY THE MAYOR AND CITY COUNCIL OF THE CITY OF PLAINVIEW MINNESOTA, ENTERING INTO A FACILITY USE LEASE AGREEMENT WITH THE CHURCH OF CHRIST

WHEREAS, The City of Plainview ("**CITY**") has been utilizing the Church of Christ ("**CHURCH**") to host city council meetings during the COVID 19 pandemic, to ensure the safety of the public, city staff, and council members since 2019: and

WHEREAS, Although the Church has not sought compensation for the use of their space up to this point, the fellowship hall has proven to be a useful location for city council and other commission meetings thereby providing adequate space for the public, staff, and others but also providing audio/visual capabilities that city hall cannot provide in order to broadcast council meetings to the public; and

WHEREAS The City and the Church of Christ desire to enter a facility use lease agreement for the fellowship hall, located at 205 1st St. NE, Plainview, Minnesota 55964; the form of which is attached hereto and incorporated herein as **Exhibit A**; and

NOW THEREFORE BE IT RESOLVED BY THE MAYOR AND CITY CIOUNCIL THAT: The City Council hereby approves the attached Facility Use Agreement and authorizes and directs the Mayor and/or City Administrator to execute the agreement in substantially the same form shown in **Exhibit A**.

PASSED by the City Council of the City of Plainview on this 8th day of February 2022.

ATTEST

_____________________ _____________________

Carol Kujath, City Clerk Aaron Luckstein, Mayor

VOTE: ____ Luckstein ____ Reeve ____ Hammer-Bartley

____ Jacobs ____Kiefer

2022-2023 CITY OF PLAINVIEW/CHURCH OF CHRIST FACILITY USE AGREEMENT

PARTIES

This Facility Use Agreement (herein after referred to as the **"Agreement"**) is entered into on ___________________________ (the "**Effective Date"**), by and between the Church of Christ, with an address of 205 1st St. NE, Plainview, MN 55964 (herein referred to as the **"Lessor"**) and The City of Plainview, with an address of 241 West Broadway, Plainview, MN 55964, (herein referred to as the "**Lessee"**) (collectively known as the **"Parties"**).

PREMISES, USE AND OCCUPANCY

The premises to be leased by the Lessor are located at 205 1st St. NE, Plainview, MN 55964, commonly referred to as the Worship Hall at the Church of Christ. The premises are to be used to facilitate and host meetings of the City Council as well as other boards and commissions with prior approval and adequate scheduling with the Lessor.

TERM AND COMPENSATION

This Agreement will be valid for **ONE-YEAR.** At the end of the term of agreement, it will not be automatically renewed for a new term without the consent of the **PARTIES**. The <u>annual</u> lease to be paid by the Lessee to the Lessor is **$600.00.** It is to be paid by the Lessee before the first of the month upon the conclusion of the term, so that the lease payment is due on **March 1st, 2023**.

UTILITIES

The lessor agrees to pay for all utilities and any other services during the period of the lease.

FURNISHINGS AND EQUIPMENT

The premises leased under this Agreement contain the following furnishings and equipment.

1. Individual Seating
2. Tables and chairs to be used for the city council and other boards and commissions and staff
3. Microphones
4. Audio Visual Equipment for broadcasting meetings on Facebook Live
5. Podium/Lectern with microphone for public address

INDEMNIFICATION AND INSURANCE

Parties agree to provide insurance, at individual cost to each party, and maintain such throughout the course of this agreement, with limits not less than the maximum liability as provided for by law and to indemnify, protect, hold harmless, and insure each party, its respective officers, directors, employees, and members and agents, from and against any and all claims and demands for, or litigation with respect to, all damages, including expenses, reasonable attorney's fees, and cost of alternative dispute resolution, which may arise out of or be caused by the parties or its agents, employees, patrons, attendees, volunteers, or members of the public, with respect to the use or maintenance of the leased premises.

EARLY TERMINATION

Either party shall have the option to terminate this Agreement by giving 60 days written notice of the intention to terminate and identifying an ending date for this Agreement.

SIGNATURE AND DATE

The parties hereby agree to the terms and conditions set forth in this Agreement and such is demonstrated by their signatures below:

LESSOR	LESSEE
Name: _______________________	Name: _____________________
Signature: ____________________	Signature: _________________
Date: ________________________	Date: ______________________

PLAINVIEW POLICE DEPARTMENT
241 West Broadway
Plainview, Minnesota 55964

Jason M. Timm
CHIEF OF POLICE

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

Executive Summary
City Council Regular Meeting: February 8, 2022

AGENDA ITEM: Squad Purchase	**AGENDA SECTION:** New Business
PREPARED BY: Jason Timm, Chief of Police	**AGENDA NO. 7.C**
ATTACHMENTS:	**APPROVED BY:**
RECOMMENDED ACTION: **Motion** to approve purchase of 2022 Ford Interceptor Utility AWD Pursuit on State Bid from Tenvoorde Motor Co. St. Cloud, MN.	

SUMMARY

As planned and approved as a Capital Improvement Project through the 2022 budget process the Police Department wishes to purchase a squad car to replace the 2013 (early 2012 build) squad.

After careful consideration we have decided on the 2022 Ford Interceptor Utility AWD Pursuit (Explorer) at the **state bid price** of **$34,626.00**. This is the stripped-down version except for accessories that would aid in the outfitting of equipment. This Ford will be exactly the same as our 2021 Ford Explorer in regard to equipment, and vehicle build.

We will retain the radio and computer equipment from the current 2013 Ford squad, we will replace the lights, cage, push bumper, and control head which will complete the switchover so all squads will be outfitted the same.

PLAINVIEW
CITY COUNCIL ACTION

Executive Summary
City Council Regular Meeting: February 8, 2022

AGENDA ITEM: 2022 Pool Wages	**AGENDA SECTION:** New Business
PREPARED BY: Vicki Axley, Finance Director	**AGENDA NO.** **7.D.**
ATTACHMENTS:	**APPROVED BY:** **DT**

RECOMMENDED ACTION:
1. **Motion** to approve the salary for Michelle Olig, Pool Manager, for the 2022 pool season at $7,553 for the season, plus $17.28 per hour for training hours.
2. **Motion** to approve the 2022 wage scale for seasonal pool employees as listed below.

SUMMARY

Michelle Olig is a seasonal employee who manages the swimming pool each year. She typically works from January-August of each year. We are requesting her salary be set at $7,553 for the 2022 season plus $17.28 per hour for training hours. This salary reflects a 3% increase, which is the same increase approved for all other employees for 2022. Michelle is a long-time employee who devotes a lot of time to managing the pool for us.

The process of planning for the season and hiring pool staff starts in January of each year. Once that process is complete and all staff is hired, the employee list will be brought to Council for approval. In the meantime, we need to set the wage scale for seasonal pool employees for 2022.

We had some trouble recruiting and retaining lifeguards last summer. One of the contributing factors was that other area pools were paying higher wages for their lifeguards and pool staff. We asked for some comparisons this year and have adjusted our pay scale to be more in line with area pools. Due to the Federal and State Fair Labor Standards Acts, most of our pool employees are not eligible for overtime pay. This increase in wages was factored into the 2022 budget.

For reference, the State's minimum wage requirement for 2022 is currently $10.33 an hour for large employers. Large employers are defined as employers whose gross revenues are more than $500,000 in the previous year.

Position:

- Lifeguard - $11.50
- WSI Guard - $12.50
- Headguard - $14.00
- Desk Attendant - $11.00
- Instructor/Water Aerobics Sub - $12.50
- Water Aerobics Instructor - $13.50
- Pool Manager - $7,553 for the season, plus $17.28 an hour for training.

City of Plainview

2021 Highlights

As we wrap up a very rewarding and challenging FY 2021, the staff at the City of Plainview would like to take this opportunity to highlight some of the many services provided to our community, expound on some new offerings, and highlight some improvements made to enhance the quality of life for residents.

Public Works:

Plainview's infrastructure, including our water system, sanitary sewer lines, streets, and the other equipment and structures that form the physical backbone of the city, are in the care of the Public Works Department.

In 2021, the City of Plainview pumped over 116 million gallons of water through our water system which includes a water tower that holds up to 500,000 gallons and 19.3 miles of water main. We also completed proper maintenance on our water system which requires daily checks on our 2 wells and daily water sampling and testing. This year, we began a 4-year project to update all home water meters. The new meters will have a longer battery life, enhanced software, and a user-friendly app to track usage and detect leaks.

We maintain 16.2 miles of sanitary sewer lines and 3 lift stations, which help with flow in areas where gravity is not an option. In 2021, the Plainview-Elgin Sewer District treated 91,455,000 gallons of water for the City of Plainview. This year, we had Roto-Rooter complete a two-year project jetting and televising our lines which removed blockages and provided us with reliable information on the condition of pipe. This will help us to prioritize future projects with the streets and utility replacement.

Plainview has 16.5 miles of blacktopped streets that run over our sewer and water mains. Per our Capital Improvement Plan for 2021, we completed the reconstruction in the Hillcrest subdivision and on 2nd St

Public Works Snapshot

16.5 Miles of Streets Maintained
19.3 Miles of Water Main
16.2 Miles of Sanitary Sewer Line
3 Lift Stations
2 Wells
1,280 Residential and Commercial Water Meters

SW. We also crack sealed over 10,000 linear feet, and chip sealed over 40 blocks of city street. These are cost efficient measures that significantly extend the life of the street by helping to prevent water from getting underneath.

We are also responsible for some of those special touches that help give Plainview its hometown, community feel. As seasons change, we put up the business banners, senior graduation banners, flower baskets, and Christmas decorations on the light poles of Broadway. This year, we facilitated the donation of 35 trees for the city and 32 for the school from Cedar Valley Nursery and 1 from the Plainview Garden Club. We also worked with Adam Schumacher to install a new swing at Six Oaks Park for his Eagle Scout project.

2021 has been a busy year for the Public Works Department. We take pride in our work as we strive to provide efficient service.

Library:

The Library Board of Trustees adopted a new mission statement this year: *Connecting our community with information, experiences, and each other.* Some highlights to our mission-driven community service in 2021 included:

Information

- Library Brochure: With funds from the Plainview Area Foundation, we built a brochure that highlights who we are, the services that we offer, and how to take advantage of those services. We have distributed over 500 brochures directly into community members' hands.
- Meet and Greet: Library staff members attended a Meet and Greet at the Plainview Area Community Center where we were able to discuss the unique library services that we offer and answer the thoughtful questions of the 22 community members in attendance.

Experiences

- Mental Health First Aid Training: With funds from the Southern Minnesota Initiative Foundation, we

Library Snapshot

16 Programming and 10 Outreach Efforts:
Uke and Me Family Story Time
Subscription BookBox Program for Teens
3 Community Dinners; Farm Heritage and Pie Social

Community:
Established Plainview Volunteer League
Gifted 225 Service Hours to the Community on Various Projects
Extended Library Hours to Assist Residents During the December Storm

facilitated Mental Health First Aid Responder certification for 20 community members that came from a diverse set of ages, backgrounds, and motivations for participation.

- Programming and Outreach: We shifted our Children's Librarian's duties towards Programming and Outreach. This has resulted in several new pilot initiatives including Uke & Me Family Storytimes, a subscription BookBox program for teens, 3 Community Dinners, and a Farm Heritage and Pie Social. In total, we offered 16 programs and 10 outreach efforts intended to bring library services to new audiences.

Each Other

- Plainview Volunteer League: With funds from the Southern Minnesota Initiative Foundation, we created a database of residents who were interested in contributing their time and talents to the wellbeing of the community. We coordinated with 18 service project leaders to gift approximately 225 service hours to the community for a variety of projects such as yard cleanup and Meals on Wheels delivery.
- Community Helping Community: On Wednesday, December 15, severe windstorms hit our region. When the decision was made to extend library hours because community members were coming in to charge devices, utilize Wi-Fi, and simply warm up, we asked for help to get the message out. This resulted in over 200 shares on Facebook with a reach to over 4000 people, as well as several emails offering to contribute to cleanup efforts.

I mention this last item to suggest that ours is a community that wants to know that its members are safe and well, and that the library is a trusted resource in that effort. We want to thank those individuals who have extended a helping hand over the past year, be it through a Facebook share, an act of service, or other gesture of kindness. Library staff members are eager to continue fostering purposeful connections that increase a sense of community wellbeing in 2022.

Police Department:

In 2021 Plainview Police had 4,779 calls per service. Out of the 4,779 calls per service 1,562 were traffic stops. 1437 warnings were given, and 125 citations were issued. Plainview Police charged out 8 felony, 15 Gross Misdemeanor and 16 misdemeanor cases with a total of 39 custodial arrests.

We made our parks safer by installing cameras. To date, the cameras have solved three separate cases in a very short period.

Plainview Police Department is moving forward with body worn cameras that will be put into service in the

Police Department Snapshot

4,779 Calls for Service in 2021
39 Custodial Arrests Made
1,562 Traffic Stops

Community Outreach:
Taught Safety and Security Classes
Hosted National Night Out Event
Participated in Corn on the Cob Days Event
Supported the Halloween Remix Event

next two months. We are the first agency in Wabasha County to have body worn cameras.

Plainview Police was also busy in 2021 with community outreach. Chief Jason Timm taught three separate safety and security classes. The police department also hosted National Night Out, was heavily involved with Corn on the Cob Days and the Halloween Remix that was held at Plainview Church of Christ.

Administration Department:

The administration department serves as the head of the city government organization. The city administrator, finance director, city clerk and deputy city clerk function as the very public face of the organization but also serve to guide the course of government operations in conjunction with the City Council. Policies are established, guidance set, and oversight of all public programs and services are conducted out of city hall. FY 2021 was a year of enormous change for the city of Plainview. Processes were organized, streamlined, and in many cases were improved. The guidance established by a newly invigorated staff and City Council has set the tone for improved transparency, better communication, and a vision for the future of the city.

2021 ushered in many changes in city operations. The 'From the Mayor's Desk' newsletter was established by Mayor Luckstein in conjunction with city staff to provide a monthly highlight of the happenings in our community. Increased participation in community events, such as national night out, Corn on the Cob Days, Olde Fashioned Christmas, Blue Belle Days, and a newly created Trunk or Treat event has provided many opportunities for the community to interact with their City Council members and city staff.

Likewise, process improvements to the the city pool registration system have enhanced the ability for folks to register for swim lessons, purchase seasonal passes, and other activities at the swimming pool—the added credit card system allows folks to pay for these activities online thereby increasing efficiency. City staff has also started working on a cemetery organization project that will map the cemetery plots, enhance the record-keeping system, and soon bring the data into a GIS system, thereby increasing accuracy in record keeping along with accurate mapping.

Administration Department Snapshot

Development:
153 Building Permits Issued
4 New Housing Developments
8 New Home Building Permits Issued

Community Outreach:
Increased Community Participation
Hosted National Night Out Event
Participated in Corn on the Cob Days Event
Participated in Trunk or Treat Event
Meet-n-Greet Event at the Community Center

Process Improvements:
Swimming Pool Registration and Software
Water Meter Replacement and Software
Cemetery System Record Keeping and Mapping
Developer's Checklist and Code Updates

The City Council and staff have implemented a planning and goal setting session—a special meeting of the City Council—to set and establish goals for the upcoming year(s). This process sets the vision for the community and provides benchmarks for staff. In 2021, Council and staff identified the need to improve the development process and subsequent ordinances (Chapter 600). We held meetings with developers to acquire input in areas that would enhance development in the community. A development guideline is being completed that will streamline the process by providing a checklist to the development community to standardize the process and eliminate ambiguity and confusion. Similarly, the Council has approved the hire of a newly created position of Development Services Coordinator to assist and oversee the development process and improve efficiency in development projects, planning and zoning items and serve as the EDA point person. There were four new developments applied for in 2021, in addition to 153 building permits applied for with 8 new home construction permits issued. Another item identified and achieved through the goal setting session was improvements to our personnel policy handbook, an update to the public safety code section (Chapter 700). The goal of purchasing a new ladder truck for the fire department to replace the 35-year-old truck was also undertaken in 2021. The new ladder truck should be delivered and operational later this year.

Administrative staff continually modify and update the city's capital improvement plan—projects and equipment that are identified as necessary to keep the city running smoothly. The plan looks out ten years and allows the Council to plan for budget expenditures to accomplish those goals. The city has implemented a water meter replacement program that will eventually replace the existing meters that are near the end of their useful life cycle. In 2021 there have been 221 new meters installed thus far with many more scheduled for 2022. With the replacement of the meters, there will be an online system integrated where water customers will be able to log on and view their water usage, pay their water bills, and identify issues such as leakage in their water service lines. This will also allow folks to plan water usage with much more control over water efficiency—potentially saving money due to decreased usage and increased efficiency. Administrative staff and the Council are very excited about the future of our community!

Fire Department:

The Plainview Fire Department has had a very busy 2021. We are happy to report that there were zero injuries to fire personnel for the year! We continue to have an eye towards making our firefighters the best in the region and continually train to keep up with

Fire Department Snapshot

50 Service Calls Fire, Accident, Assists
2 Water Rescues
1 Mutual Aid Fire with Elgin
December Skywarn Weather Event

Community Outreach:
Fire Prevention Week Breakfast
Hosted National Night Out Event
Participated in Corn on the Cob Days Event
Fireman's Dance at TJ's Tavern
Meet-n-Greet Event at the Community Center

industry standards—towards that end we committed 596 hours of training for our personnel including a grain bin rescue training at Riverland Community College.

PFD continues to improve our community engagement by conducting outreach events. Those events in 2021 have been great successes and have included: Fire Prevention Week and Breakfast, Meet-n-Greet at the Community Center, 1st year fireman's dance at TJ's Tavern, and PFD co-hosted the National Night Out at Eckstein Park.

PFD has supplemented our equipment and vehicles in 2021 with the purchase of a new four-wheeler for rescues and rural service calls—this vehicle was purchased 100% out of our Fire Relief Gambling proceeds at no cost to the city. Similarly, our existing ladder truck needed to be replaced. It has served the community for 35+ years and has outlived its useful lifecycle and the components, gauges, and inter-working equipment could no longer be purchased. PFD, in conjunction with city staff, utilized the HGAC regional buying co-op to contract for a brand-new build for a ladder truck. The purchase of this vehicle was funded partially through the Fire Relief Gambling Fund and partially through city funding. We anticipate this new vehicle was last another several decades.

There were some unique calls for service in 2021. In December we responded to an atypical Skywarn event, where tornadic activity and straight-line winds impacted Plainview. Our professionally trained weather spotters were deployed, and we are happy to report that zero injuries to fire personnel or members of the public. In addition to the December storm, we conducted two water rescues, a mutual aid housefire with Elgin, 50 service calls for fires, accidents, and assists, and conducted escorts for PEM School for our outstanding state-bound athletics.

We are very proud to represent the city of Plainview and honored to serve the citizens of this great community.