

WORTHINGTON CITY COUNCIL

AGENDA

7:00 P.M. - Monday, July 10, 2017

City Hall Council Chambers

A. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

B. INTRODUCTIONS AND OPENING REMARKS

C. AGENDA ADDITIONS/CHANGES AND CLOSURE

1. Additions/Changes
2. Closure

D. CONSENT AGENDA

1. CITY COUNCIL MINUTES (WHITE)
 - a. City Council Minutes of Regular Meeting June 26, 2017
2. MINUTES OF BOARDS AND COMMISSIONS (PINK)
 - a. Water and Light Commission Minutes of Regular Meeting June 19, 2017
 - b. Housing and Redevelopment Authority Minutes of May 30, 2017
 - c. NEON Committee Minutes of June 8, 2017
3. a. CITY COUNCIL BUSINESS - ADMINISTRATION (WHITE)

Case Item(s)

1. Application for Temporary On-Sale Beer License - St. Mary's Church
2. Application for Temporary On-Sale Liquor License - Worthington Hockey Association

4. BILLS PAYABLE (WHITE)

PLEASE NOTE: All utility expenditures are listed as 601, 602, and 604, and are approved by the Water and Light Commission

E. CITY COUNCIL BUSINESS - ADMINISTRATION (WHITE)

Case Items

1. Recognition of Senator Bill Weber for His Selection as a League of Minnesota Cities Legislator of Distinction
2. Liquor Store Project Professional Services Contract Amendment

F. CITY COUNCIL BUSINESS - PUBLIC UTILITIES ENGINEERING (BLUE)

Case Items

1. Amendment to Task Order No. 1 of AE2S Contract
2. North Crailsheim Road Sewer and Water Extensions

G. COUNCIL COMMITTEE REPORTS

1. Mayor Kuhle
2. Council Member Janssen
3. Council Member Oberloh
4. Council Member Cummings
5. Council Member Ernst
6. Council Member Harmon

H. CITY ADMINISTRATOR REPORT

I. ADJOURNMENT

**WORTHINGTON CITY COUNCIL
REGULAR MEETING, JUNE 26, 2017**

The meeting was called to order at 7:00 p.m. in City Hall Council Chambers by Mayor Mike Kuhle with the following Council Members present: Larry Janssen, Alan Oberloh, Chad Cummings, Amy Ernst, Mike Harmon. Honorary Council Member: Josh Langseth.

Staff present: Steve Robinson, City Administrator; Brian Kolander, Finance Director; Dwayne Haffield, Director of Engineering; Todd Wietzema, Public Works Director; Janice Oberloh, City Clerk.

Others present: Justine Wettschreck, KWOA; Karl Evers-Hallstrom, The Globe; Johanna Andrejew, German Exchange Student; Tom Johnson, Nobles County Administrator; Wayne Drealan, Drealan Kvilhaug Hoefker & Co. PA.

The Pledge of Allegiance was recited.

INTRODUCTIONS

Mayor Kuhle welcomed Josh Langseth as the Honorary Council Member for the months of June, July and August, 2017.

He also welcomed Johanna Andrejew, the 2016-2017 exchange student from Crailsheim, Germany.

AGENDA CLOSED / APPROVED WITH CHANGE

Staff was requesting the addition of item F.5. *Resolution Approving Special Law and Declaring Intent to Issue Debt and Setting Date for Public Hearing on Issuance of Debt.*

The motion was made by Council Member Cummings, seconded by Council Member Ernst and unanimously carried to close / approve the agenda with the requested addition.

PUBLIC HEARING AND RESOLUTION NO 2017-06-01 ADOPTED APPROVING TAX ABATEMENT FOR CERTAIN PROPERTY PURSUANT TO MINN. STAT. 469.1813

Pursuant to published notice this was the time and date set for a public hearing regarding a Nobles Home Initiative application.

The motion was made by Council Member Janssen, seconded by Council Member Harmon and unanimously carried to open the hearing.

Steve Robinson, City Administrator, noted the Nobles Home Initiative application was submitted by Todd Schwebach for the construction of a single family dwelling on property he owns that is legally described as:

Lot 2, Block 1 Parkview Acres, 2nd Addition, City of Worthington, Nobles County, Minnesota.

The single family dwelling will include 1,628 square feet of living space on the main level, a partially finished basement, and a two stall attached garage.

Staff reviewed the application and determined that it met the parameters of the NHI Guidelines, and was recommending Council approval.

Mayor Kuhle asked if there was anyone present who wished to present testimony for or against the application. None was received.

The motion was made by Council Member Oberloh, seconded by Council Member Cummings and unanimously carried to close the hearing.

The motion was made by Council Member Oberloh, seconded by Council Member Cummings and unanimously carried to approve the Nobles Home Initiative application submitted by Todd Schwebach.

CONSENT AGENDA APPROVED

The motion was made by Council Member Janssen, seconded by Council Member Ernst and unanimously carried to approve the consent agenda as follows:

- City Council Minutes of Regular Meeting June 12, 2017 and Special Meeting June 21, 2017
- Municipal Liquor Store Income Statement for the Period January 1, 2017 through May 31, 2017
- Application for Exemption from Lawful Gambling Permit - St. Mary's Church
- Application to Block Street - Cruisin' Downtown Worthington
- 2017 Additional Private Dock Applications: Scott Kraft, 512 Lake Street
Cecilia Burchill, 516 Lake Street
- Bills payable and totaling \$718,668.58 be ordered paid

2016 COMPREHENSIVE ANNUAL FINANCIAL REPORT (CAFR)

Wayne Drealan, Drealan Kvilhaug Hoefker & Co. P.A., presented the City's Comprehensive Annual Financial Report (CAFR) to Council. Mr. Drealan said he was presenting a clean audit report where there aren't any qualifications or exceptions, or that have to be expanded on in the opinion. It is a clean, unqualified opinion, the highest opinion you can earn as far as an auditor's opinion. He thanked Council for the opportunity to work with the City's excellent staff, and commended the City on their Certificate of Financial Reporting award.

The motion was made by Council Member Oberloh, seconded by Council Member Ernst and unanimously carried to accept the 2016 Comprehensive Annual Financial Report.

APPLICATION FOR NEW OFF-SALE BEER LICENSE APPROVED - TIENDA TACANA #2

The motion was made by Council Member Cummings, seconded by Council Member Janssen and unanimously carried to approve a new Off-Sale Beer License for Tienda Tacana #2, Olegario Matias - 228 Tenth Street, for the license period July 1, 2017 through December 31, 2017.

PARTICIPATION APPROVED IN FEASIBILITY STUDY FOR COLLABORATIVE COUNTY, SCHOOL DISTRICT AND CITY FACILITY PROJECT

The City, County and School District have discussed the potential development of a collaborative facility to be located at the former Campbell Soup site. The facility could include a library, early childhood education, adult basic education, the Integration Collaborative and other groups. Steve Robinson, City Administrator, said proposals for the study were received from LHB, CTS and Miller Architects, which were reviewed by Administration from the City, County and School District, who selected LHB as the best fit for the study.

Nobles County and ISD 518 have both approved participation in the project contingent upon the fee being split evenly between the three entities, and directed their staff to negotiate a final agreement with a not to exceed fee of \$20,000.

The motion was made by Council Member Ernst, seconded by Council Member Janssen and unanimously carried to approve the City's participation in the Feasibility Study for a Collaborative County, School District and City Facility project at one-third of the not to exceed fee of \$20,000.

OFFICIAL 2017 CITY REPRESENTATIVE TO CRAILSHEIM, GERMANY DESIGNATED AND REIMBURSEMENT OF EXPENSES AUTHORIZED

Section 4.17 of the Worthington City Charter *Historical Partnerships*, provides that "Council may authorize expenditures for one or more designated City officials to serve as official City of Worthington representatives to Crailsheim Germany, Cuero, Texas, and such other destinations that have a historical partnership/significance to the City." This year is the 70th anniversary of the relationship between Worthington and Crailsheim, Germany, and in celebration of the event, Crailsheim has invited a large delegation from Worthington to visit their city in July. Mayor Kuhle will represent our city during that visit.

The motion was made by Council Member Oberloh, seconded by Council Member Harmon and unanimously carried to designate Mayor Kuhle as the official representative to Crailsheim, Germany

in July, and to authorize reimbursement of his expenses.

RESOLUTION NO. 2017-06-02 ADOPTED APPROVING SPECIAL LAW AND DECLARING INTENT AND SETTING DATE FOR PUBLIC HEARING ON ISSUANCE OF DEBT

In the 2017 1st Special Session of the 90th Legislature, approval was granted of a special law allowing the City of Worthington to extend their current local option sales tax to allow it to run for 10 years or until \$7.3M is raised. Use of revenues has been amended to include construction of public athletic facilities, provided that the use of the tax is subject to the same restrictions that apply to the issuance of debt provided in subdivision 4, paragraph (c) of the amended law.

As part of the process for the extension, the City must adopt and publish a resolution of intent to issue debt and propose a public hearing for extension. The hearing must be held between two and four weeks following the first of two weekly publications of the resolution. Staff was proposing that the hearing be set as 7:00 p.m. on Monday, July 24th, at the regular City Council meeting.

The motion was made by Council Member Oberloh, seconded by Council Member Cummings and unanimously carried to adopt the following resolution approving the special law and calling for a public hearing on the issuance of debt at 7:00 p.m. on Monday, July 24, 2017 at the Regular City Council meeting:

RESOLUTION NO. 2017-06-02

A RESOLUTION APPROVING THE ENACTMENT OF LAWS 2017 FIRST SPECIAL SESSION, CHAPTER 1, ARTICLE 5, SECTIONS 14, 15, AND 16

(Refer to Resolution File for complete copy of Resolution)

RESOLUTION NO'S 2017-06-03, 2017-06-04, AND 2017-06-05 ADOPTED ACCEPTING PARK BENCH DONATIONS

The Park and Recreation Advisory Board received the following requests to place park benches in City parks and along the bike trails:

- Chris Schimbeno to place a bench along County Highway 35 trail in memory of Leon Schimbeno
- Fritz Korthals to place a bench in Chautauqua Park near the swing set in memory of Brian Korthals
- WHS Class of 1981 to place a bench on Sailboard Beach along the trail by 5th Avenue in memory of Ken Moser

The motion was made by Council Member Cummings, seconded by Council Member Harmon and unanimously carried to adopt the following resolutions accepting park bench donations:

RESOLUTION NO. 2017-06-03

A RESOLUTION ACCEPTING A DONATION OF PERSONAL PROPERTY (Schimbeno)

(Refer to Resolution File for complete copy of Resolution)

RESOLUTION NO. 2017-06-04

A RESOLUTION ACCEPTING A DONATION OF PERSONAL PROPERTY (Korthals)

(Refer to Resolution File for complete copy of Resolution)

RESOLUTION NO. 2017-06-05

A RESOLUTION ACCEPTING A DONATION OF PERSONAL PROPERTY (WHS Class of 1981)

(Refer to Resolution File for complete copy of Resolution)

BUSS FIELD SOCCER COMPLEX FENCING RECOMMENDATION FOR NO FENCE APPROVED

At their June 13, 2017 meeting, the Park and Recreation Advisory Board discussed a proposal to install a 1,285 foot fence on the West and North sides of the Buss Field Soccer Complex. The fence has an estimated cost of \$30,000, funded by private businesses donating money in exchange for a 4' x 8' advertising sign on the proposed fence. Following their discussion, the Board voted unanimously to recommend against installation of the fence at the soccer complex, citing the following reasons:

- Safety concerns
- Cost to maintain
- Grounds maintenance
- Game and viewing interference
- Effectiveness

The motion was made by Council Member Oberloh, seconded by Council Member Harmon and unanimously carried to support the recommendation of the Park and Recreation Advisory Board to

not install the fence at the Buss Field Soccer Complex.

CONTRACT AWARDED FOR RUNWAYS 11/29 & 18/36 REHABILITATION PROJECT

The following bids were received on June 21, 2017 for the Runways 11/29 & 18/36 Rehabilitation Project:

Fahrner Asphalt Sealers	\$742,154.74
Duininck, Inc.	\$749,174.74
Asphalt Surface Technologies	\$759,273.23

Dwayne Haffield, Director of Engineering, noted that all bids were above the Engineer's estimate of \$680,521.43, but were substantially below the that used to present the project budget to Council at the time the plans were approved. The estimate was amended by Bolton and Menk, the City's airport consultant, based on more recent bids received for similar projects.

The original and revised project estimates are:

	<u>Original</u>	<u>Revised</u>
Federal Aviation Administration	\$1,012,58	\$784,440
MnDOT Aviation	\$56,255	\$43,580
Local Share	<u>\$56,255</u>	<u>\$43,580</u>
TOTAL	\$1,125,093	\$871,600

The 2017 Airport Budget includes \$48,915 for the local share of the project. The project includes crack and joint repair and or sealing, and seal coating of both runways. Staff was recommending awarding the bid to Fahrner Asphalt Sealers of Eau Claire, Wisconsin as the low qualified bidder in the amount of \$742,154.74. Mr. Haffield noted that award should be subject to receipt of a federal AIP grant to fund 90% of the project costs. The project is also expected to be eligible for additional state funding equal to 5% of the project costs.

The motion was made by Council Member Oberloh, seconded by Council Member Harmon and unanimously carried to award the bid for the Runways 11/29 & 18/36 Rehabilitation Project to Fahrner Asphalt Sealers with the low qualified bid of \$742,154.74, subject to receipt of the federal AIP grant.

CONTRACT AWARDED FOR 2017 DIAGONAL ROAD RESURFACING PROJECT

The following bids were received on June 21, 2017 for the Diagonal Road Resurfacing project:

Duininck, Inc.	\$538,947.52
Southern Minnesota Construction	\$574,344.21

Both bids were below the Engineer's estimate of \$665,467.76. Staff was recommending award of the bid to Duininck, Inc. with low qualified bid of \$538,947.52, subject to certification of Disadvantaged Business Enterprise (DBE) participation proposed by the MnDOT Office of Equal Employment Opportunity (EEO).

The motion was made by Council Member Cummings, seconded by Council Member Janssen and unanimously carried to award the bid for the 2017 Diagonal Road Resurfacing Project to Duininck, Inc., subject to MnDOT approval of the DBE.

COUNCIL COMMITTEE REPORTS

Mayor Kuhle - reported on an SRDC meeting - our trail system here in the city can be designated with the state as a regional trail system - then we can apply for grants for improvements and extensions. Also had the special City Council meeting last Wednesday.

Council Member Janssen - Nothing to report.

Council Member Oberloh - Will have an HRA meeting tomorrow. Attended the LMC Conference - they spoke about the number of baby-boomers that will be retiring from the workforce and that we need to plan for it, but they offered no plan. Visited with firms represented there about recreational amenities.

Council Member Cummings - Attended a YMCA Board meeting - construction of the climbing wall is underway - 2 to 3 weeks to open.

Council Member Ernst - Nothing to report.

Council Member Harmon - Attended the LMC Conference - didn't get much from the sessions he attended. Water and Light Commission met June 19th - they are studying the potential of a new treatment plant. Also had an employee relations meeting this afternoon.

CITY ADMINISTRATOR'S REPORT

Steve Robinson, City Administrator, reported that he met last week with the insurance rep from the League of Minnesota Cities - they had a good review and the rep provided some recommendations to staff. Plans are to begin Sunday hours at the Liquor Store in August on the 6th. Staff will monitor how it goes. He met last Friday with the architects for the Liquor Store regarding cost saving measures - they'll be looking to rebid later this summer, with a potential opening in the spring.

ADJOURNMENT

The motion was made by Council Member Cummings, seconded by Council Member Ernst and unanimously carried to adjourn the meeting at 8:56 p.m.

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Janice Oberloh, MCMC
City Clerk

PINK

UNAPPROVED

WATER AND LIGHT COMMISSION MINUTES REGULAR MEETING JUNE 19, 2017

The regular meeting of the Water and Light Commission was called to order in the Worthington Public Utilities Conference Room at 3:00 P.M. by President Gary Hoffmann with the following members present: Aaron Hagen, Michael Harmon and Lyle Ten Haken. Absent was Deb Weg (excused).

Staff members present were Scott Hain, General Manager; Deb Scheidt, Secretary to the Commission

Others present: None

AGENDA ADDITIONS/CLOSURE

A motion was made by Commissioner Ten Haken, seconded by Commissioner Hagen and unanimously carried to close the agenda as presented.

CONSENT AGENDA APPROVED

A motion was made by Commissioner Hagen, seconded by Commissioner Harmon and unanimously carried to approve the consent agenda as follows:

- Water and Light Commission minutes of the regular meeting held on May 15, 2017
- Staff reports for May 2017
- Utility bills payable totaling \$677,762.84 for May 19, May 26, June 2, June 9 and June 16, 2017

FINANCIAL STATEMENTS AND SALES REPORTS

A motion was made by Commissioner Ten Haken, seconded by Commissioner Hagen and unanimously carried to accept the financial statements and sales reports for May 2017.

2016 ANNUAL REPORT

Scott Hain, General Manager, presented the Worthington Public Utilities' Annual Report for Fiscal Year Ended December 31, 2016.

After review, a motion was made by Commissioner Hagen, seconded by Commissioner Harmon and unanimously carried to approve the 2016 Annual Report.

AMENDMENT #3 TO MASTER AGREEMENT FOR PROFESSIONAL SERVICES WITH BOLTON & MENK

Based on one of the six key points identified by Commission members at the May 9, 2017, Strategic Planning Session, Scott Hain, General Manager, contacted Bolton & Menk to request a

proposal to continue development of a facility plan for the municipal wastewater treatment facility, including evaluating the potential of converting the current trickling filter process to an activated sludge process.

Mr. Hain received and provided the Commission with a copy of Amendment #3 to the Master Agreement for Professional Services with Bolton & Menk to continue with the development of a facility plan. The estimated fee for the report is \$44,500. Funding for the report is included in the 2017 Wastewater Department budget. The report and planning document will assist utility staff in determining Worthington Public Utilities' needs and most suitable alternatives for the facility for the next 20 years.

The plan will consider maximizing the use of existing infrastructure while helping develop a phased approach to converting to a suspended growth process (activated sludge) for nutrient removal and flexibility beyond the existing fixed film treatment process. The plan will also evaluate the existing biosolids process, equalization and disinfection to provide a comprehensive plan for improvements.

Mr. Hain stated that how utility staff proceeds and at what pace will somewhat be driven by the potential failure of existing processes and equipment at the plant and the reissuance of our existing permit by the Minnesota Pollution Control Agency. Mr. Hain's recommendation was to approve entering into Amendment #3 to the Master Agreement for Professional Services with Bolton & Menk and to authorize the General Manager to execute the agreement.

A motion was made by Commissioner Ten Haken, seconded by Commissioner Hagen and unanimously carried to approve entering into Amendment #3 to the Master Agreement for Professional Services with Bolton & Menk and to authorize the General Manager to execute the agreement.

INFORMATION TECHNOLOGY (IT) SECURITY

Based on one of the six key points identified by Commission members at the May 9, 2017, Strategic Planning Session, utility staff contracted with KnowBe4, an Information Technology (IT) security company, to provide Worthington Public Utilities' staff and Commission members with an interactive security awareness training program and simulated random phishing attacks. Security awareness training for Commission members will be conducted at a future Water and Light Commission meeting.

DECLARE WATER DEPARTMENT UNITS #201 AND #205 SURPLUS PROPERTY

A motion was made by Commissioner Harmon, seconded by Commissioner Ten Haken and unanimously carried to declare the Water Department's 2009 Ford ½ ton pickup and 1997 International truck as surplus property and to authorize disposal in accordance with the Commission-adopted Property Disposal Policy.

LEWIS & CLARK REGIONAL WATER SYSTEM PROJECT UPDATE

Scott Hain, General Manager, reported on Governor Mark Dayton's June 16, 2017, meeting and news conference in Worthington to talk about final funding received from the State of Minnesota for completion of the Lewis & Clark project to Worthington in the fall of 2018. Mr. Hain also provided an update on other Lewis & Clark related activities.

WELL LEVEL UPDATE

Scott Hain, General Manager, provided the Commission with an update on the current status of the Lake Bella wells.

GENERAL MANAGER'S PERFORMANCE EVALUATION

The employment agreement between Scott Hain, General Manager, and the Water and Light Commission provides for an annual evaluation of the General Manager's performance. Mr. Hain's anniversary date of hire as General Manager is August 1.

Commission members will be provided with copies of the evaluation form sometime this week and were asked to bring their completed evaluations to the July 24 regular meeting to be turned in to President Hoffmann for a compilation of results.

COMMISSION COMMITTEE REPORTS

Commissioner Hoffmann reported that he attended the meeting and press conference with Governor Mark Dayton in Worthington on June 16, 2017.

Commissioner Hoffmann also reported that he was asked to meet with Mayor Kuhle on June 20, 2017, to discuss housing availability in Worthington. Commissioner Ten Haken will also attend the meeting.

ADJOURNMENT

A motion was made by Commissioner Hagen, seconded by Commissioner Ten Haken and unanimously carried to adjourn the meeting at 5:05 P.M. President Hoffmann declared the meeting adjourned.

Deb A. Scheidt
Secretary to the Commission

**Worthington HRA Regular Board Meeting
May 30, 2017
819 10th Street, Worthington, MN**

Board Members Present: Royce Boehrs, Bridget Huber, and Lori Bristow
Excused Absence: Alan Oberloh and Lyle TenHaken
Staff Members Present: Randy Thompson, HRA Executive Director
Others Present: None

Royce Boehrs, Board Chairman called the meeting to order at 5:25 P.M

APPROVAL OF THE AGENDA: A motion was made by Lori Bristow to approve the agenda with no changes to the agenda. The motion was seconded by Bridget Huber. The Motion Passed.

APPROVAL OF MEETING MINUTES: A motion was made by Bridget Huber to approve the minutes from the board meeting held April 18, 2017. The motion was seconded by Lori Bristow. The Motion Passed.

BILLS PAYABLE: The bills payable for the period of April 17, 2017 thru May 30, 2017 were presented for approval. The bills paid included: Prairie Acres Account \$1,994.86 Management/Levy Account \$260.07, The Rising Sun Estates Account \$30,543.14, The Public Housing Account \$70,377.79.

FINANCIAL STATEMENT REVIEW: The board reviewed the April 30, 2017 statements for Prairie Acres, Rising Sun Estates, and Management/Levy Account. These statements are prepared in-house by HRA staff. The board reviewed the April 30, 2017 financial statements for Public Housing and Section 8. These Statements were prepared by the Accounting Firm, Hawkins & Ash CPA's. The board also reviewed the internally prepared dashboard statements for April 30, 2017 which provides a recap of the monthly and year to date financial information as prepared by the Hawkins & Ash CPA Accounting firm. A Motion was made by Lori Bristow to Approve the Bills Paid from all accounts as presented and to approve the financial statements for Public Housing, Section 8, Prairie Acres, Rising Sun Estates, and the Management/Levy Account. The Motion was seconded by Bridget Huber. The Motion Passed.
Motion- 05302017-A

WELLS FARGO BANK AND THE FEDERAL RESERVE BANK COLLATERAL PLEDGE

AGREEMENT: Wells Fargo Bank requested that a new collateral pledge agreement form be approved and signed by the board. Since Public Housing and Section 8 Funds which are held in accounts at Wells Fargo Bank do typically exceed the FDIC Federal Deposit insurance limit, these funds do require an additional collateral pledge from Wells Fargo bank to insure the deposits to their full monetary value. For this reason, Wells Fargo does make a collateral pledge of Wells Fargo Bank owned securities and investments to cover the value of the deposits in excess of the FDIC Federal Deposit insurance limit. Over the years the amounts of the deposit accounts have declined and the collateral pledge amount has also declined. For this reason, Wells Fargo Bank and the Federal Reserve Bank did request that a new collateral pledge agreements be issued and signed. The Public Housing Funds and Section 8 Funds held in deposit accounts at Wells Fargo Bank are fully insured either with the FDIC Federal Deposit insurance or Wells Fargo Bank Securities or most likely a combination of the two sources. After Board discussion, a motion was made by Lori Bristow to approve and accept the collateral pledge agreement

from Wells Fargo Bank. The motion was seconded by Bridget Huber. The Motion Passed. Motion - 05302017-B.

REVIEW OF PUBLIC HOUSING BAD DEBT ACCOUNTS: The board reviewed the listing of potential bad debt accounts. The list included a total of 32 accounts totaling \$16,638.25 ranging in dates from February 2011 up to February of 2017. A motion was made by Lori Bristow to approve writing off the potential bad debt accounts in the amount of \$16,638.25. The motion was seconded by Bridget Huber. The Motion Passed. Motion 05302017-C.

BOILER REPLACEMENT PROJECT UPDATE: Director Thompson provided an update to the board about the boiler replacement progress. Thompson reported that the Minnesota Housing Finance Agency loan documents has been completed and signed by Board Chairman Royce Boehrs and Director Thompson. The loan funding has been received in the amount of \$320,042.00. The loan funding has been deposited into the Public Housing reserve savings account at Wells Fargo Bank. The only item left on the boiler project is for the boiler to be flushed cleaned and filled with new fluid. This process will be completed by Northern Air Corp. and Jaytech Corp. It is anticipated that this will be completed in the month of June.

REVIEW OF ATRIUM NATURAL GAS USAGE HISTORY REPORT: Director Thompson reviewed a report from Minnesota Energy Resources that indicated monthly natural gas consumption from the months of December 2015 through April of 2017. The report did indicate natural gas consumption to be slightly less for the winter of 2016-17 versus the prior winter of 2015-16. Other factors to be considered are outside average temperatures and inside heating temperature maintained.

EXECUTIVE DIRECTORS UPDATES: Director Thompson provided the following information to the board:

- A new tenant handbook has been completed and distributed to all current tenants and all new tenants will receive a handbook at the time of move in.
- Tenant Safety meetings were held on May 9 and May 11, 2017. Approximately 50 tenants attended the meetings. These meetings included tenant procedures for tornado warnings and fire alarms.
- Received notice from a Legal Aide Attorney regarding bedbug treatment charges. The attorney had question the charges. Upon reviewing the information provided the legal aid attorney did not question the charges further.
- Thompson and two other staff members attended the Minnesota NAHRO Spring training conference held at Maddens in Brainerd. The dates were May 24 thru May 26, 2017.
- The HRA website will be updated by Brinks Website Solutions from Sioux Falls.
- New linoleum flooring was installed in the entry areas and laundry room at the 8-Plex at Prairie Acres.
- A situation involving a tenant and an HRA staff member did occur at the Atrium. The incident involved a restraining order filed by the HRA staff member against the tenant. Thompson is seeking legal advice on the behalf of the HRA. Thompson will be meeting with Attorney Mark Shepherd soon to review the matter.
- A situation involving a tenant at the Atrium occurred in which the tenant did go over the safety railing on second floor falling to the first-floor atrium area. The local police and ambulance were called. The tenant was hospitalized and placed in a mental health facility in Sioux Falls,

SD for a temporary evaluation. Further follow-up and investigations will be conducted to determine the future housing of the tenant.

FUTURE MEETING DATES: The June board meeting will be held Tuesday June 27, 2017 at 5:15 p.m. The meeting will be held at the Atrium Community Room. Having No Further business to discuss Board Chairman Royce Boehrs called for a motion to adjourn the meeting. A motion for adjournment was made by Bridget Huber. The motion was seconded by Lori Bristow. The Motion Passed. The meeting was adjourned at 6:50 p.m.

Approved By: _____ Date: _____

Respectfully Submitted by: Randy Thompson Signed: _____

NEON Minutes

June 8, 2017, Biotechnology Advancement Center

Meeting began with the Pledge of Allegiance and Nobles County Board Chairperson, Donald Linssen, presided over the meeting.

The members present answered questions about NEON's initiatives, including their major focus of bringing broadband to all of southwest Minnesota, increasing participation in the Nobles Economic Opportunity Network and filling leadership gaps.

Christy Kallevig, University of Minnesota/Extension Center for Community Vitality:

- The Willmar office went through a 12 month process to build the Vision 2040 Leadership program and now has over 3,000 alumni. Vision 2040 is a 9 month program of 1 day seminars.
- The first bridging program was in Brown County where they had morning leadership seminars and afternoon tours. The number of sessions can vary – most programs meet 9-10 months.
- Programs are community specific.
- Need multicultural group.

Tobias "Toby" Spanier, University of Minnesota/Extension Center for Community Vitality:

- Vision 2040 Leadership program includes intensive training from U of M Extension Educators; Christy puts in facilitation and Toby focuses on educational content.
- Vision 2040 Leadership program is not a bridging program but the content has overlap.
- The cost of the programs vary:
 - Vision 2040 Leadership Program \$750.00/person for full day seminars lead by an Educator.
 - Bridging Programs \$375-\$400/person with teaching time in 3-4 hour blocks.
 - The fee does not truly reflect all that you get out of it. The fee provides for assessments, meals and location rentals.
- As the Community prospers, businesses prosper and vice versa. Community businesses can provide trainings for their employees locally and for less money.
- All programs find funds to offer scholarships to make it affordable and available for cultural diverse members.
- If NEON would like to pursue any of the programs, be sure to be clear as a group what the impact result should be as it will determine the direction.

Toby asked what NEON members want to see different in the County. Answers included more engagement and leadership opportunities for other cultures and closing the generational gap of business leaders. Toby suggested that it may be a good idea to step back and hear at a community level by holding open space listening sessions to gather input. Where NEON is already comprised of community leaders, it may be beneficial to look at sponsoring a leadership program. Toby and Christy provided examples of "Pipestone Forward", an organization of business owners and electeds planning for the future, and in McLeod County, an alumni led charge on a trail system and youth leadership program starting in the High School.

Around the Table:

Bruce Heitkamp/City of Adrian – Nobles Home Initiative has been great for Adrian and the Rebuild Adrian program is meeting the needs of every demographic; commercial may be able to kick off new development as there is plenty of room in schools; no interest has been received yet on the old pool hall site.

Aaron Hagen/Worthington Public Utilities – Confirmation received for money for Lewis and Clark for completion approximately November 2018.

Cheryl Janssen/Seward Township – Found gravel pit in Graham Lakes for roads.

Doug Knuth/City of Round Lake – New fire truck arriving soon and 2-4 guys will be sent for training; working on a few road projects and spraying for mosquitos; working on water tower maintenance and repainting.

Rod Sankey/Citizen of Worthington – Working on some projects for the Nobles County Historical Society; Pioneer Village is in need of major repairs as some of the buildings' wooden foundations are rotting away. Larry Janssen/City of Worthington – City of Worthington received bids for the Liquor Store and hope to move the store this fall; overlaying and mill work will occur on Oxford Street.

Robert Demuth Jr./Nobles County – Commissioner Gene Metz was named Alternate District Director for AMC District 8; \$18 million be will divided up between Minnesota Counties for funding of enforcement for buffers; \$7 million has been dedicated for election equipment on a competitive bid; \$20 million has been shifted for Health & Human Services; a two-tier driver identification system is being implemented – true ID or non-compliant license; \$20 million has been designated for border to border broadband.

Amy Ernst/City of Worthington – Windsurfing Regatta is this weekend, June 9th and 10th; the City Bus began its route in the beginning of June; duplexes and triplexes being built south of town; Arts Design standards being worked on for new development.

Kurt Lintelman/Citizen of Round Lake – No report.

Donald Linssen/Nobles County – Nothing further to share after Robert Demuth Jr.'s report.

Next Meeting:

July 13, 2017 5:30 – 7:00 pm
BioTechnology Advancement Center
1527 Prairie Drive, Worthington, MN 56187

The meeting adjourned.

ADMINISTRATIVE SERVICES MEMO

DATE: JULY 6, 2017

TO: HONORABLE MAYOR AND CITY COUNCIL

SUBJECT: ITEMS REQUIRING CITY COUNCIL ACTION OR REVIEW

CONSENT AGENDA CASE ITEMS

1. APPLICATION FOR TEMPORARY ON-SALE BEER LICENSE - ST. MARY'S CHURCH

St. Mary's Church has submitted an application for a Temporary On-Sale Beer License for their fund raiser event on Sunday, September 10, 2017. License period would be from 10:30 a.m. to 4:00 p.m. to coincide with the special event insurance coverage. The application is included as ***Exhibit 1***. All the required paperwork, fees, and a certificate of insurance naming the City of Worthington as additional insured have been received.

Council action is requested on the application for Temporary On-Sale Beer License submitted by St. Mary's Church.

2. APPLICATION FOR TEMPORARY ON-SALE LIQUOR LICENSE - WORTHINGTON HOCKEY ASSOCIATION

An application for a Temporary On-Sale Liquor License has been submitted by the Worthington Hockey Association for their Bull Riding event on September 23, 2017. The application is included as ***Exhibit 2***. All the required paperwork, fees, and insurance certificate listing the City of Worthington as additional insured have been received.

Council action is requested on the application for a Temporary On-Sale Liquor License.

CASE ITEMS

1. RECOGNITION OF SENATOR BILL WEBER FOR HIS SELECTION AS A LEAGUE OF MINNESOTA CITIES LEGISLATOR OF DISTINCTION

Senator Bill Weber of Senate District 22 is one of 32 legislators selected by the League of Minnesota Cities Board of Directors as a Legislator of Distinction for 2017. 18 House members and 14 Senates members were recognized for their actions and leadership on a wide

variety of legislative issues of importance to cities across the state.

2. LIQUOR STORE PROJECT PROFESSIONAL SERVICES CONTRACT AMENDMENT

City staff met with TSP's architectural team on June 23rd. Potential revisions to the building project were identified, discussed and approved. The major revisions include changing the type of construction of the receiving area addition, eliminating structural modifications as a result of the change in the receiving area addition, electrical wiring and lighting modifications, changes to the site improvements and extending the construction schedule to attract more potential bidders.

As a result of the additional work requested by the City, TSP has submitted a contract amendment for the change in scope. TSP has requested an additional fee of \$16,500.00 to redesign, re-engineer and revise the structural, architectural, mechanical and electrical plans and specifications. The re-bidding will also require them to revise and update the front end bidding documents. TSP has also requested an additional fee of \$5,000.00 to reissue the bidding documents and assist the City in obtaining bids and awarding the construction contracts. The additional fees will come from the Liquor Store funds.

Staff recommends approving the contract amendment for a lump sum fee of \$21,500.00.

Council action is requested.

CITY OF WORTHINGTON
APPLICATION FOR
TEMPORARY ON-SALE BEER LICENSE

6/19, 2017

APPLICATION IS HEREBY SUBMITTED FOR AN TEMPORARY ON-SALE BEER LICENSE WITHIN THE CITY OF WORTHINGTON IN ACCORDANCE WITH THE ORDINANCES OF SAID CITY REGULATING THE SAME.

ENCLOSED WITH THIS APPLICATION ARE:

- THE \$50 PER DAY TEMPORARY LICENSE FEE FOR ON-SALE BEER
- A COMPLETED APPLICATION FORM,
- A COMPLETED WORKER'S COMPENSATION INSURANCE COVERAGE FORM,
- A COMPLETED MN AND FEDERAL BUSINESS TAX I.D. FORM, AND
- A STATEMENT OF SALES, OR A CERTIFICATE OF INSURANCE EVIDENCING LIQUOR LIABILITY (DRAM SHOP) COVERAGE FOR THE PERIOD OF JANUARY 1, 2016 TO JANUARY 1, 2017 IN THE AMOUNT OF \$1,000,000.00 MILLION DOLLARS, AND \$10,000 PROPERTY DAMAGE. **THE CERTIFICATE OF INSURANCE MUST CONTAIN A 30-DAY WRITTEN NOTICE OF CANCELLATION CLAUSE AND THE CITY OF WORTHINGTON MUST BE NAMED AS AN ADDITIONAL INSURED.**
- IF THE ESTABLISHMENT IS A CORPORATION, PLEASE SUBMIT WITH THIS APPLICATION THE NAME AND ADDRESS OF THE CORPORATION AND A LIST OF ALL CURRENT STOCKHOLDERS, THEIR RESIDENT ADDRESSES, AND THE NUMBER OF SHARES HELD BY EACH.

APPLICANT INFORMATION:

Fr. Callahan James
LAST NAME FIRST NAME FULL MIDDLE NAME
1215 7th Ave
ADDRESS OF APPLICANT
Worthington MN 56187
CITY STATE ZIP
7/24/50 507 376 6005
DATE OF BIRTH TELEPHONE NO.

ESTABLISHMENT INFORMATION:

St. Mary's Church
NAME OF ESTABLISHMENT
1215 7th Ave
ADDRESS OF ESTABLISHMENT
Worthington MN 56187
CITY STATE ZIP
507 376 6005
TELEPHONE NO. OF ESTABLISHMENT

DATES OF EVENT: Sept 10 2017

HAVE YOU EVER APPLIED FOR OR HELD, IN OTHER COMMUNITIES, A LICENSE TO SELL OR PERMIT CONSUMPTION ON THE PREMISES OF BEER OR INTOXICATING LIQUOR? ☐ YES ☒ NO

IF YES, WHERE? _____

OFFICE USE ONLY:

APPROVED BY _____

DATE APPROVED _____

LICENSE NO. _____



Minnesota Department of Public Safety
Alcohol and Gambling Enforcement Division
445 Minnesota Street, Suite 222, St. Paul, MN 55101
651-201-7500 Fax 651-297-5259 TTY 651-282-6555
**APPLICATION AND PERMIT FOR A 1 DAY
TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE**

Name of organization <u>Worthington Hockey Assoc. / Worthington Arena</u>		Date organized <u>12-1-1970</u>	Tax exempt number <u>41-1504861</u>
Address <u>P.O. Box 123</u>	City <u>Worthington</u>	State <u>MN</u>	Zip Code <u>56187</u>
Name of person making application <u>Eric Pederson</u>		Business phone <u>(507)376-5252</u>	Home phone <u>(507)360-7627</u>
Date(s) of event <u>09-23-17</u>	Type of organization <input type="checkbox"/> Club <input type="checkbox"/> Charitable <input type="checkbox"/> Religious <input checked="" type="checkbox"/> Other non-profit		
Organization officer's name <u>Scott Langerud - President</u>	City <u>Worthington</u>	State <u>MN</u>	Zip Code <u>56187</u>
Organization officer's name <u>Joe Vosburg - Vice President</u>	City <u>Worthington</u>	State <u>MN</u>	Zip Code <u>56187</u>
Organization officer's name <u>Cliff Schreiner - Treasurer</u>	City <u>Worthington</u>	State <u>MN</u>	Zip Code <u>56187</u>
Organization officer's name <u>Eric Milbrath - Secretary</u>	City <u>Worthington</u>	State <u>MN</u>	Zip Code <u>56187</u>
Location where permit will be used. If an outdoor area, describe. <u>1600 Stower Dr.</u> <u>Worthington, Mn. 56187</u>			
If the applicant will contract for intoxicating liquor service give the name and address of the liquor license providing the service.			

If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.

Nickel & Associates

APPROVAL

APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL AND GAMBLING ENFORCEMENT

City or County approving the license	Date Approved
Fee Amount	Permit Date
Date Fee Paid	City or County E-mail Address
	City or County Phone Number

Signature City Clerk or County Official

Approved Director Alcohol and Gambling Enforcement

CLERKS NOTICE: Submit this form to Alcohol and Gambling Enforcement Division 30 days prior to event.

ONE SUBMISSION PER EMAIL, APPLICATION ONLY.

PLEASE PROVIDE A VALID E-MAIL ADDRESS FOR THE CITY/COUNTY AS ALL TEMPORARY PERMIT APPROVALS WILL BE SENT BACK VIA EMAIL. E-MAIL THE APPLICATION SIGNED BY CITY/COUNTY TO AGE.TEMPORARYAPPLICATION@STATE.MN.US

ENGINEERING MEMO

DATE: JULY 6, 2017
TO: HONORABLE MAYOR AND COUNCIL
SUBJECT: ITEMS REQUIRING COUNCIL ACTION OR REVIEW

CASE ITEMS

1. AMENDMENT TO TASK ORDER NO. 1 OF AE2S CONTRACT

City Council approved a contract with Advanced Engineering and Environmental Services, Inc. (AE2S) for providing professional services pertaining to the CD 12 Flood Mitigation project at its July 11, 2016 meeting following an open procurement process. The contract includes Task Order 1 which is for project development including design, permitting, development of a Benefit Cost Analysis and preliminary land acquisition activities.

Exhibit 1 includes a proposed Amendment to Task Order 1 to address additional services or services beyond the scope of those contemplated in the development of the original task order. Both items identified in the amendment are for services required of sub-consultants of AE2S.

In regard to the land acquisition activities, the proposed fees and contract defined the scope of services to include appraisals and review appraisals for 8 tracts of land. A total of 9 tracts were identified during the preliminary design process. The proposed amendment increases the contract by an additional \$6,300 for the appraisals.

The remaining increase in the fees (\$14,500) is for the additional time required to present the Benefit Cost Analysis (BCA) as desired by Federal Emergency Management Agency (FEMA) staff. Due to the nature of the benefit calculations needed, the City's consultant has needed to develop a supplemental means to compute the potential benefit for all the homes affected by the proposed flood mitigation improvements. While the consultant is not seeking additional fees for such efforts in themselves, the time required to incorporate the comments from FEMA staff in regard to the manner the calculations are provided/presented has become more than anticipated or reflected in the original fees.

The total cost for the project development phase is projected to be below the budget as shown on the spreadsheet also included in Exhibit 1. A budget amendment will be requested to account for the line item (land acquisition) that will be about 9% over budget. The budget amendment is needed at state level for grant administration however the budget adjustment is within the FEMA guidelines and will not result in an overall increase.

Staff recommends that Council authorize the Mayor to execute the amendment to Task Order No. 1 in Exhibit 1.

2. NORTH CRAILSHEIM ROAD SEWER AND WATER EXTENSIONS

The School District has petitioned for extension of sanitary sewer and water main along the property it owns north of Fox Farm Road and west of North Crailsheim Road. The petition is more specifically for the improvement of North Crailsheim Road from Fox Farm Road to the northerly line of their property by extension of the municipal wastewater collection and water distribution systems. The District's property is the proposed site for a new high school campus. The immediate need for the sewer and water improvements is to allow construction of the ALC/gymnastics building near the northerly edge of the District's property. Although not petitioned for by MnWest, it is understood proposed college housing will require sanitary sewer and/water extensions along a portion of the same segment of North Crailsheim Road.

Currently the water distribution system ends south of the high school site (at Fox Farm Road) and just north of the site leaving the school site without access to water along North Crailsheim Road. The master water distribution plan calls for a trunk water main to continue along North Crailsheim Road. The master plan for the sanitary sewer system identifies that the high school site and the potential college housing site is to be served by extension of main(s) from the existing Fox Farm Road lift station. The locations of the immediate school and housing projects are at the most northerly limits of the lift station district. The trunk sewer main serving the westerly portion of the community (including the Fox Farm Road lift station district) currently ends just north of the proposed school and housing project sites. The trunk sewer which flows northerly along North Crailsheim Road is very shallow at its southerly end (just north of the immediate school and housing project sites). Intermediate study by staff indicates this main is too shallow to serve the two project sites and that there is a need to utilize the depth available at the lift station.

Given the extent of the area within the southerly portion of the school site that will not require sewer service and given that it is desirable to minimize the length of sewer placed within the North Crailsheim Road right-of-way, it is recommended that the master plan for providing sanitary sewer to serve the school site area be reevaluated to determine the most long term cost effective means to serve the area. A change in the master plan may include creation of a secondary lift station district. A final determination as to the feasibility to serve the immediate proposed projects should also be developed as part of the district evaluation.

Although an initial evaluation indicates that the trunk water main should be immediately extended along the entire high school site frontage to improve reliability and maximize flow capacity, an evaluation of the potential to limit the extension to only that needed to

Engineering Memo - July 6, 2017

Page 3

serve in the initial school and housing project should also be completed prior to proceeding with a project.

The evaluations noted above would be completed as part of the feasibility report that is required to undertake the sewer and water extensions as assessable improvements. In order to dedicate adequate resources to the feasibility study and be prepared for construction early next year, staff recommends that consulting services be utilized to undertake at least the study and design portions of the project. Staff has solicited the proposal included in Exhibit 2 from Bolton and Menk. Bolton and Menk was chosen to be the best suited for this project due to their involvement in the housing project site design and their recent experience in working with the City on the assessable BioScience sewer and water extensions project. As indicated in the proposal, City staff will develop special assessment information with the aid of Bolton and Menk while the firm will provide the technical study needed. Should the project be ordered, the firm will also provide design. Construction services are not included in the proposal and may be completed by staff or the firm depending on staff work load at the time of the project and the specific scope of the project developed. The fees of \$75,660.00 are proposed as hourly not to exceed. The actual amount of fees billed will depend on the scope of project found to best serve the needs of the City and ultimate service area. Financing of the professional services will need to be temporarily from Construction Fund (401) reserves as is typical for assessable improvements. Assuming an improvement project is ordered ahead, the professional services costs will be included in the total project financing.

Staff recommends that Council:

1. Receive the petition for improvement in Exhibit 1, declare it to be adequate (represents more than 35% of the property abutting the improvement) and order preparation of report on proposed improvement. These actions would be taken by passing the resolution also included in Exhibit 2.
2. Authorize execution of the proposal and agreement with Bolton and Menk subject to the City Attorney's final approval of the terms and conditions. The proposal and agreement included in Exhibit 2 reflects comments on an earlier draft by the City Attorney, however, additional review by and possible comments from the League of Minnesota Cities' staff is pending.
- 3 Amend the Construction Fund (401) budget to include the sanitary sewer extension as a project initiated in 2017 with a rough cost estimate of \$500,000 with funding from bonding and special assessments. The water project has been included in the 401 budget.

This is **EXHIBIT K**, consisting of 2 pages, referred to in and part of the **Agreement between Owner and Engineer for Professional Services – Task Order Edition** dated July 13, 2016.

Amendment To Task Order No. 1

1. Background Data:

- a. Effective Date of Task Order: July 13, 2016
- b. Owner: City of Worthington
- c. Engineer: Advanced Engineering and Environmental Services, Inc.
- d. Specific Project: County Ditch 12 – Flood Mitigation Improvement Project

2. Description of Modifications

- a. Engineer shall perform the following Additional Services:

Task 3 – Final Benefit Cost Analysis

FEMA has requested additional the work to be completed for them to accept the Benefit Cost Analysis (BCA):

- Revise calculation spreadsheet so that only structures that are damaged are included to simplify the review for FEMA.
- Revise the report to include an example calculation for how the damages computed for FEMA review.
- Incorporate Social & Environmental Benefits into the BCA.
- Provide FEMA with raw structure data in an excel spreadsheet form in addition to the GIS electronic data format originally provided.
- Recalculate the damages & benefits on the project using the latest BCA Damage-Frequency Assessment (DFA) software.
- Attend up to two (2) meetings with FEMA to discuss updates made to the BCA based on their requests.

Task 4 – Preliminary Land Acquisition Process

Per the original agreement, eight (8) parcels were identified to be impacted by the project. During the final design phase one (1) additional parcel was identified to be impacted which required the parcel to be included within the appraisal process so an easement could be obtained for the parcel.

- The additional services performed for Task 4 includes completing one (1) additional appraisal.
- b. For the Additional Services or the modifications to services set forth above, Owner shall pay Engineer the following additional compensation:
 - Task 3: \$14,500
 - Task 4: \$6,300

- c. The schedule for rendering services under this Task Order is modified as follows:
- Additional services will be completed in accordance with the project schedule.

3. Task Order Summary (Reference only)

<i>Description of Service</i>	<i>Original Contract Amounts</i>	<i>Updated Contract Amounts with Amendment #1</i>
Task 1 – Environmental Assessment	\$33,380.00	\$33,380.00
Task 2 – Design and Permitting	\$218,642.72	\$218,642.72
Task 3 – Final Benefit Cost Analysis	\$27,456.00	\$41,956.00
Task 4 – Preliminary Land Acquisition	\$100,935.00	\$107,235.00
Total Compensation	\$380,413.72	\$401,213.72

The foregoing Task Order Summary is for reference only and does not alter the terms of the Task Order, including those set forth in Exhibit C.

Owner and Engineer hereby agree to modify the above-referenced Task Order as set forth in this Amendment. All provisions of the Agreement and Task Order not modified by this or previous Amendments remain in effect. The Effective Date of this Amendment is June 20, 2017.

OWNER:

By: _____

Print Name: _____

Title: _____

Date Signed: _____

ENGINEER:

By:  _____

Print Name: Grant Meyer

Title: Chief Development Officer

Date Signed: 6/20/17

<i>Line Items</i>	AE2S CONTRACT		GRANT BUDGET (AS AMENDMENT)	BUDGET VS CONTRACT	PROJECTED EXPENSES	% OF BUDGET
	<i>Original Contract Amounts</i>	<i>Updated Contract Amounts</i>				
Pre award - Application	NA		\$21,000.00		\$21,000.00	100.0%
Pre award - CLOMR	NA		\$30,077.00		\$30,077.00	100.0%
Pre aard - Publications	NA		\$500.00		\$328.05	65.6%
Task 1 -Environmental Assessment	\$33,380.00	\$33,380.00	\$42,300.00	\$8,920.00	\$36,000.00	85.1%
Task 2 -Design and Permitting	\$218,642.72	\$218,642.72	\$269,488.00	\$50,845.28	\$240,000.00	89.1%
Task 3 -Final Benefit Cost Analysis	\$27,456.00	\$41,956.00	\$59,160.00	\$17,204.00	\$47,000.00	79.4%
Task 4 -Preliminary Land Acquisition	\$100,935 .00	\$107,235.00	\$100,935.00	(\$6,300.00)	\$110,000.00	109.0%
Total Compensation	\$380,413.72	\$401,213.72	\$471,883.00	\$70,669.28	\$433,000.00	91.8%

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PETITION for IMPROVEMENT

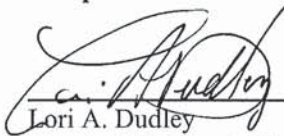
We, the undersigned, being the owners of real property abutting on the following described street, do hereby petition that such street be improved by extension of the municipal wastewater collection system and by extension of the municipal water distribution system pursuant to Minnesota Statutes, Chapter 429 ⁽¹⁾:

North Crailsheim Road (CSAH 10) from Fox Farm Road to the north line of the Southwest Quarter of Section 22, Township 102 North, Range 40 West, Nobles County, Minnesota.


⁽¹⁾ Minnesota Statutes, Chapter 429 provides for the assessment of the abutting property for all or a portion of the cost of the improvement.

That part of the Southeast Quarter of Section 21, Township 102 North, Range 40 West, Nobles County, Minnesota lying west of North Crailsheim Road (CSAH 10).
(31-3926-500)

Independent School District No. 518


Lori A. Dudley
District 518 School Chair

6-5-2017
Date


Joel Lorenz
Clerk

6-5-17
Date

Questions on this Petition may be directed to the Special Assessment Clerk or the City Engineer at (507) 372-8640, Monday through Friday, between 8:00 a.m. and 5:00 p.m., at City Hall, 303 Ninth Street

RESOLUTION NO.

**DECLARING ADEQUACY OF PETITION AND ORDERING PREPARATION OF
FEASIBILITY REPORT ON PROPOSED IMPROVEMENT.**

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WORTHINGTON,
MINNESOTA:**

1. A certain petition requesting the improvement of *North Crailsheim Road (CSAH 10) from Fox Farm Road to the north line of the Southwest Quarter of Section 22, Township 102 North, Range 40 West, Nobles County, Minnesota* by extension of the municipal wastewater collection system and by extension of the municipal water distribution system, received on June 6, 2017, and filed with the City Council on July 10, 2017, is hereby declared to be signed by the required percentage of the owners of the property affected thereby. This declaration is made in conformity to Minnesota Statutes, section 429.035.

2. The petition is hereby referred to the firm of Bolton & Menk, Inc. for study, and the firm is instructed to report to the council with all convenient speed advising the council in a preliminary way as to whether the proposed improvement is necessary, cost-effective, and feasible; whether it should best be made as proposed or in connection with some other improvement; the estimated cost of the improvement as recommended; and a description of the methodology used to calculate individual assessments for affected parcels.

Adopted by the City Council of the City of Worthington, Minnesota, this the 10th day of July 2017.

(SEAL)

Mike Kuhle, Mayor

Attest

Janice A. Oberloh, City Clerk

June 30, 2017

Dwayne Haffield, Director of Engineering
City of Worthington
P.O. Box 279
Worthington, MN 56187
d.haffield@ci.worthington.mn.us

RE: Proposal for Professional Services, Crailsheim Road Utility Extensions

Dear Mr. Haffield:

The objective of this proposed project is to extend watermain and sanitary sewer utilities along Crailsheim Road to serve the parcel currently owned by Independent School District 518 as well as the Minnesota West parcel where there is a proposed student housing development. Bolton & Menk, Inc. has the experience and qualifications to effectively examine the proposed land use and propose a design that will effectively serve this area both now and for years to come. Below are our scope of services and associated fees.

Preliminary Design Services – This project involves multiple developments and their subsequent infrastructure requirements. Bolton & Menk, Inc. will study the sewer and water needs for these developments while considering potential future development along the Crailsheim Road corridor. We will work with City Staff to evaluate and review the best physical and financial option to serve the pending development areas with sanitary sewer and water. This will include the following subtasks:

1. Preliminary engineering and design needed to provide sewer and water services for the area.
 - Evaluating options for providing sanitary sewer to the Minnesota West and ISD 518 parcels by means of a gravity sewer extension from the existing 15-inch main adjacent to College Way, or a sewer main extension from the existing lift station at Fox Farm Road, or an additional sub-district lift station.
 - Watermain extension including a review of the need for looping to provide service reliability and adequate fire flow. This will also involve evaluating if the existing watermain can be extended only to serve the areas initially proposed for development.
2. Preparing preliminary opinions of probable cost for each component of the utility extensions.
3. Bolton & Menk will prepare a summary report describing the comprehensive sanitary sewer and water infrastructure needed to serve the area. This report will describe the options to provide service to the areas and provide an opinion of the probable cost of each option. This report will be written to match the needs of the various funding possibilities and in accordance with Minnesota Statutes, Chapter 429 (local improvement financing/assessment law). As part of this task we will

Mr. Dwayne Haffield, P.E.
Director of Engineering
City of Worthington

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assist City Staff in applying the special assessment policy to develop a preliminary assessment roll for the proposed project. This information will also be used to estimate the City share in the proposed project.

4. To facilitate the preliminary report preparation in accordance with your preferences, we propose maintaining close coordination with City Staff and other stakeholders, planning commission and the City Council by attending, participating and/or presenting in up to 3 meetings as needed to formulate and finalize the layouts, finalize phasing and present the feasibility report for this project.

Final Design, Permitting and Bidding Services – Bolton & Menk will perform a topographic survey of the project area and prepare detailed construction plans and specifications in accordance with the requirements of the City of Worthington for bidding purposes to construct the necessary sanitary sewer and watermain extensions. Bidding services will include: assistance in responding to bidders questions; preparation of addenda (if required); and assisting in evaluation of bids.

Construction Services (Future Scope) – In addition to the scope of services listed above, Bolton & Menk, Inc. is ready to provide construction related services as necessary for the successful implementation and completion of the proposed project elements. Our services can be tailored to meet the City of Worthington's needs, whether full time or part time administration or observation is required. We have field staff with many years of experience and MnDOT certifications. Tasks that Bolton & Menk, Inc. can provide include the following:

- Assist the City in scheduling a preconstruction meeting along with attendance to help answer any questions the Contractor has prior to commencing construction.
- Respond to contractor's questions regarding interpretation of and clarification of contract documents.
- Assist the City in issuing field orders and work directive changes.
- Assist the City in reviewing any change order proposal requests.
- Assist the City in reviewing contractor's partial and final pay requests.
- Review shop drawings.
- Construction Field Representative.
- Provide full-time construction project representation services during all phases of construction.
- Coordination of testing services and documentation of the work progress.
- Preparation of Item Record Accounts (IRAs), partial pay estimates, final punch list and record drawings.

When ready to proceed, we are ready to prepare a competitive scope of services and fee for construction services.

Mr. Dwayne Haffield, P.E.
Director of Engineering
City of Worthington

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Fee Estimate – The fee spreadsheet attached details a breakdown of project costs by task. Bolton & Menk proposes to perform the scope of work and tasks detailed in this for an hourly, not-to-exceed fee of \$75,660. The estimated fees for final design are based on an extension of sanitary sewer from the existing Fox Farm Road lift station and a complete loop of the 12-inch watermain along Crailsheim Drive.

Schedule – We understand this project is important to provide services for the two proposed developments and we will work diligently to complete tasks in a timely manner. Our goal is to complete the report and final design so that this project can move forward early in 2018.

If the proposal and terms are acceptable, please sign below to verify your acceptance. When signed, the proposal and the attached terms shall constitute the agreement between the City of Worthington and Bolton & Menk, Inc. I will personally serve as your Project Manager and lead client contact on this project. Please contact me at 612-247-5663 or traviswi@bolton-menk.com if you have any questions regarding our proposal.

Respectfully submitted,

Bolton & Menk, Inc.



Travis L. Winter, P.E., LEED AP
Principal Engineer

The City of Worthington agrees to this proposal and the attached terms.

Accepted By: _____ Date: _____

Printed Name: _____

ESTIMATED FEE SCHEDULE

CLIENT: City of Worthington PROJECT: Crailsheim Road Utility Extension		BOLTON & MENK INC.									
Task No.	Work Task Description	Project/Client Service Manager	Project Engineer/Landscape Architect	Design Engineer	GIS/ Graphics Technician	Engineering Technician	Licensed Surveyor	Survey Technician	Clerical	Total Hours	Total Labor Cost
1.0	Preliminary Design										
1.1	Preliminary Engineering and Design	10	20	40	5	10	5	5		95	\$9,975.00
1.2	Prepare Opinion of Probable Construction Cost	10	20	20		10				60	\$6,400.00
1.3	Report Preparation	5	30	10		5			10	60	\$6,150.00
1.4	Meetings	10	10							20	\$2,450.00
	Total	35	80	70	5	25	5	5	10	235	\$24,975.00
2.0	Final Design										
2.1	Prepare Contract Documents	20	40	120	10	80	20	40		330	\$33,700.00
2.2	Submit to City for Review	5	2	2					5	14	\$1,460.00
2.3	Permitting	10	10	5						25	\$2,925.00
2.3	Cost Estimating	5	10	20	5	30				70	\$7,075.00
2.5	Bidding Services	10	20	5					20	55	\$5,525.00
	Total	50	82	152	15	110	20	40	25	494	\$50,685.00
TOTAL HOURS		85	162	222	20	135	25	45	35	729	
AVERAGE HOURLY RATE		\$135.00	\$110.00	\$95.00	\$110.00	\$95.00	\$125.00	\$100.00	\$75.00		
SUBTOTAL		\$11,475.00	\$17,820.00	\$21,090.00	\$2,200.00	\$12,825.00	\$3,125.00	\$4,500.00	\$2,625.00		
TOTAL NOT-TO-EXCEED FEE											\$75,660.00

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**Terms of Proposal
Bolton & Menk, Inc.**

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The accompanying Proposal (hereinafter referred to as “Proposal”) is subject to the following terms and conditions. These Terms of Proposal (hereinafter referred to as “Terms”) are an integral part of the Proposal as if stated directly therein. No change or deviation from these Terms will be binding without the written approval of Bolton & Menk, Inc. Such changes may require an adjustment in the proposed fee, schedule or scope of the Proposal.

A. Services: Bolton & Menk Inc. proposes to perform the services outlined in the Proposal for the stated fee arrangement. Changes required by the Client or other controlling entities (regulatory agencies, contractors, courts, etc.) from the scope or schedule of services described in the Proposal shall be considered “Additional Services” and will be invoiced on an hourly basis in addition to the stated fee arrangement.

B. Information from Client: Unless otherwise stated, Client agrees to provide Bolton & Menk Inc. with all site information necessary to complete the proposed services. This information should include current site property descriptions (from abstract, title opinion or title commitment); other legal documents affecting the site; copies of previous surveys, maps, engineering studies and plans; existing or required soils and geotechnical reports; governmental, regulatory and utility reviews and determinations; and all other pertinent information. Client shall promptly inform Bolton & Menk Inc. of any alleged defects in services provided or the project.

C. Access to Site: Unless otherwise stated, Client agrees to provide Bolton & Menk Inc. with access to the site, including adjoining properties, for activities necessary for the performance of services. It is understood that in the normal course of work, property damage may occur due to excavations, tree and brush trimming, marking lines, etc. The cost to correct resulting damages has not been included in the fee. Bolton & Menk Inc. will take precautions to minimize damage due to these activities and the Client agrees to reimburse Bolton & Menk Inc. for any costs associated with required restoration work.

D. Standard of Care: Professional services provided under this Agreement will be conducted in a manner consistent with that level of care and skill ordinarily exercised by members of Bolton & Menk Inc.’s profession currently practicing under similar conditions. **Bolton & Menk Inc. makes no expressed or implied warranty with respect to its undertakings described herein.**

E. Certifications: Any certification provided by Bolton & Menk Inc. is a professional opinion based upon knowledge, information and beliefs available to Bolton & Menk Inc. at the time of certification. Such certifications are not intended as and shall not be construed as a guarantee or warranty. Bolton & Menk Inc. shall not be required to certify the existence of conditions whose existence Bolton & Menk Inc. cannot reasonably ascertain.

F Project Approvals: Due to site limitations, code interpretations, regulatory reviews, political considerations and Client directed design and improvements, Bolton & Menk Inc. makes no representations as to acceptability or approvability of the project; or, zoning requests, permit applications, site and development plans, plats and similar documents. Payment of fees to Bolton & Menk Inc. is not contingent upon project approval.

G. Opinions or Estimates of Project Costs: Where included as part of project scope or otherwise, opinions or estimates of project cost will generally be based upon public construction cost information. Since Bolton & Menk Inc. has no control over the cost of labor, materials, competitive bidding process, weather conditions and other factors affecting the cost of construction, all cost estimates are opinions for general information of the Client and Bolton & Menk Inc. does not warrant or guarantee the accuracy of construction cost opinions or estimates. Project financing should be based upon actual, contracted construction costs with appropriate contingencies

Terms of Proposal
Bolton & Menk, Inc.
(Continued)

BLUE

H. Construction Phase Services: If construction phase engineering or staking services are included in this Proposal or subsequently authorized, Client is notified that Bolton & Menk Inc. is not be responsible for means, methods, techniques or procedures of construction selected by any contractor employed on the project nor for the safety precautions or programs incident to the work of any contractor.

I. Ownership and Alteration of Documents: All documents, including reports, specifications, drawings, field data, notes and documents or electronic media prepared or furnished by Bolton & Menk Inc. under this agreement shall remain the property of Bolton & Menk Inc. The Client may make and retain copies for its use in connection with this project. However, such documents are not intended for reuse by the Client on any other project or alteration of the project by others without the written consent of Bolton & Menk Inc. Electronic media may be furnished for convenience of Client; however, only signed and certified hard copies of submittals may be relied upon as documentation of professional services provided.

J. Billings and Payments: Invoices for Bolton & Menk Inc's services shall be submitted, at Bolton & Menk Inc's option, either monthly or upon completion of services. Invoices are due and payable within 30 days after the invoice date. If the invoice is not paid within 30 days, Bolton & Menk Inc. may, without waiving any claim or right against the Client, and without liability whatsoever to the Client, terminate the performance of its services.

K. Late Payments: Accounts unpaid 30 days after the invoice date will be subject to a monthly service charge of 1.5% on the unpaid balance. If any portion or all of an account remains unpaid 90 days after billing, the Client shall pay all costs of collection, including reasonable attorney's fees.

L. Termination of Services: This agreement may be terminated, upon written notice, by the Client or Bolton & Menk Inc. should the other fail to perform its obligations hereunder. In the event of termination, the Client shall pay Bolton & Menk Inc. for services rendered to the date of termination, all reimbursable expenses, and reimbursable termination expenses.

M. Withdrawal of Proposal : This Proposal constitutes a non-binding offer to perform services and Bolton & Menk Inc. reserves the right to withdraw or modify this Proposal, without liability to the Client, at any time prior to receipt of written acceptance from the Client and execution of a signed agreement in accordance with Paragraph P.

N. Agreement: If the Proposal is accepted, the Client and Bolton & Menk Inc. may enter into and execute an Agreement incorporating the Proposal, these Terms and such additional terms and conditions as may be mutually acceptable to Bolton & Menk Inc. and Client. Upon request by the Client, Bolton & Menk Inc. may, at its sole discretion and for the benefit of the Client, proceed with any proposed services prior to execution of a written agreement. In the absence of an executed written agreement, the accompanying Proposal and these Terms of Proposal shall constitute the whole and complete agreement between Bolton & Menk Inc. and the Client.

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
A & B BUSINESS EQUIPMENT INC	6/30/17	COPIER SERVICE	GENERAL FUND	ENGINEERING ADMIN	173.35
	6/30/17	COPIER SERVICE	GENERAL FUND	ECONOMIC DEVELOPMENT	173.34_
		TOTAL:			346.69
HAPA- MN ADMINISTRATORS	6/30/17	ECON DEVELOPMENT DIR AD	GENERAL FUND	PERSONNEL & RECRUITMEN	25.00_
		TOTAL:			25.00
C&S CHEMICALS INC	6/30/17	4,168 GALLONS ALUM	MUNICIPAL WASTEWAT	O-PURIFY MISC	4,855.72_
		TOTAL:			4,855.72
ECHO GROUP INC	6/30/17	HEAT LAMP BULBS-CLARIFIER	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	57.45_
		TOTAL:			57.45
FULL COMPASS SYSTEMS LTD	6/30/17	VIDEO PROJECTION SYSTEM	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	812.25_
		TOTAL:			812.25
HAIN SCOTT	6/30/17	REIMBURSE MILEAGE	WATER	O-SOURCE WELLS & SPRNG	930.85
	6/30/17	REIMBURSE MILEAGE	ELECTRIC	ADMIN OFFICE SUPPLIES	140.65_
		TOTAL:			1,071.50
HAWKINS INC	6/30/17	1 TON CHLORINE	WATER	O-PURIFY	657.00
	6/30/17	CHEMICALS	WATER	O-PURIFY	5,128.32_
		TOTAL:			5,785.32
JERRY'S AUTO SUPPLY	6/30/17	CORE DEPOSIT	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	7.00-
	6/30/17	STARTER FOR TRASH PUMP	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	53.99_
		TOTAL:			46.99
LEWIS & CLARK REGIONAL WATER SYSTEM IN	6/30/17	LOBBYING CHARGES	WATER	O-SOURCE WELLS & SPRNG	1,943.00_
		TOTAL:			1,943.00
METERING & TECHNOLOGY SOLUTIONS	6/30/17	3" COMPOUND METER	WATER	FA DISTR METERS	2,440.67_
		TOTAL:			2,440.67
MINNESOTA VALLEY TESTING LABS INC	6/30/17	JUNE SALTY DISCHARGE TESTI	MUNICIPAL WASTEWAT	O-PURIFY LABORATORY	143.10_
		TOTAL:			143.10
MISCELLANEOUS V BOLTJES BURDELL ENRIQUEZ ANDREW P ENRIQUEZ ANDREW P NIELSEN LINDSEY A NIELSEN LINDSEY A SICKMEYER JAMES	6/30/17	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	350.00
	6/30/17	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	NON-DEPARTMENTAL	22.31
	6/30/17	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	ACCTS-RECORDS & COLLEC	0.36
	6/30/17	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	NON-DEPARTMENTAL	65.59
	6/30/17	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	ACCTS-RECORDS & COLLEC	0.36
	6/30/17	REFUND SHELTER DEPOSIT	RECREATION	NON-DEPARTMENTAL	40.00_
		TOTAL:			478.62
NEW VISION CO-OP	6/30/17	TRIPLET, DURANGO FOR WEEDS	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	277.01_
		TOTAL:			277.01
ONE OFFICE SOURCE	6/30/17	BINDERS	ELECTRIC	ADMIN OFFICE SUPPLIES	11.96_
		TOTAL:			11.96
RESERVE ACCOUNT-ACCOUNT#30233498	6/30/17	POSTAGE REFILL	WATER	ADMIN OFFICE SUPPLIES	150.00
	6/30/17	POSTAGE REFILL	WATER	ACCTS-RECORDS & COLLEC	1,350.00
	6/30/17	POSTAGE REFILL	MUNICIPAL WASTEWAT	ADMIN OFFICE SUPPLIES	150.00
	6/30/17	POSTAGE REFILL	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	1,350.00
	6/30/17	POSTAGE REFILL	ELECTRIC	ADMIN OFFICE SUPPLIES	300.00

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
	6/30/17	POSTAGE REFILL	ELECTRIC	ACCTS-RECORDS & COLLEC	2,700.00_
				TOTAL:	6,000.00
RUNNINGS SUPPLY INC-ACCT#9502440	6/30/17	SHOP SUPPLIES	WATER	O-DISTR MISC	10.79
	6/30/17	RAW WATER FIRE HYDRANT PAI	WATER	M-PUMPING	11.99
	6/30/17	BUSHING	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	5.58_
				TOTAL:	28.36
U S POSTAL SERVICE-TMS ACCT# 247383	6/30/17	POSTAGE REFILL	GENERAL FUND	MAYOR AND COUNCIL	7.55
	6/30/17	POSTAGE REFILL	GENERAL FUND	ADMINISTRATION	5.04
	6/30/17	POSTAGE REFILL	GENERAL FUND	ELECTIONS	0.46
	6/30/17	POSTAGE REFILL	GENERAL FUND	CLERK'S OFFICE	83.08
	6/30/17	POSTAGE REFILL	GENERAL FUND	ENGINEERING ADMIN	101.50
	6/30/17	POSTAGE REFILL	GENERAL FUND	ECONOMIC DEVELOPMENT	409.20
	6/30/17	POSTAGE REFILL	GENERAL FUND	FIRE ADMINISTRATION	54.24
	6/30/17	POSTAGE REFILL	GENERAL FUND	PAVED STREETS	11.50
	6/30/17	POSTAGE REFILL	GENERAL FUND	CENTER FOR ACTIVE LIVI	93.84
	6/30/17	POSTAGE REFILL	RECREATION	PARK AREAS	3.22
	6/30/17	POSTAGE REFILL	LIQUOR	O-GEN MISC	5.52
	6/30/17	POSTAGE REFILL	AIRPORT	O-GEN MISC	16.91
	6/30/17	POSTAGE REFILL	DATA PROCESSING	DATA PROCESSING	788.94_
				TOTAL:	1,581.00
VERIZON WIRELESS	6/30/17	MONTHLY WIRELESS SERVICE	GENERAL FUND	POLICE ADMINISTRATION	659.23
	6/30/17	MONTHLY WIRELESS SERVICE	GENERAL FUND	SECURITY CENTER	82.58
	6/30/17	MONTHLY WIRELESS SERVICE	GENERAL FUND	SECURITY CENTER	82.58
	6/30/17	MONTHLY WIRELESS SERVICE	GENERAL FUND	CODE ENFORCEMENT	50.71
	6/30/17	MONTHLY WIRELESS SERVICE	WATER	O-DISTR MISC	38.55
	6/30/17	MONTHLY WIRELESS SERVICE	WATER	O-DISTR MISC	50.71
	6/30/17	MONTHLY WIRELESS SERVICE	WATER	O-DISTR MISC	28.55
	6/30/17	MONTHLY WIRELESS SERVICE	WATER	O-DISTR MISC	33.55
	6/30/17	MONTHLY WIRELESS SERVICE	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	33.55
	6/30/17	MONTHLY WIRELESS SERVICE	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	38.55
	6/30/17	MONTHLY WIRELESS SERVICE	MUNICIPAL WASTEWAT	O-PURIFY SUPERVISION	50.71
	6/30/17	MONTHLY WIRELESS SERVICE	ELECTRIC	O-DISTR SUPER & ENG	50.71
	6/30/17	MONTHLY WIRELESS SERVICE	ELECTRIC	O-DISTR SUPER & ENG	60.71
	6/30/17	MONTHLY WIRELESS SERVICE	ELECTRIC	ADMIN OFFICE SUPPLIES	66.86
	6/30/17	MONTHLY WIRELESS SERVICE	ELECTRIC	ACCTS-METER READING	50.71_
				TOTAL:	1,378.26
WESTRUM LEAK DETECTION INC	6/30/17	2017 ANNUAL LEAK SURVEY	WATER	M-TRANS MAINS	3,400.00_
				TOTAL:	3,400.00
WHS TROJAN ATHLETICS	6/30/17	ADVERTISING 2017/2018	ELECTRIC	ACCTS-INFO & INSTR ADV	450.00_
				TOTAL:	450.00
WORTHINGTON AREA UNITED WAY	6/30/17	PAYROLL WITHHOLDING	GENERAL FUND	NON-DEPARTMENTAL	18.00
	6/30/17	PAYROLL WITHHOLDING	GENERAL FUND	NON-DEPARTMENTAL	18.00
	6/30/17	PAYROLL WITHHOLDING	GENERAL FUND	NON-DEPARTMENTAL	18.00
	6/30/17	PAYROLL WITHHOLDING	MEMORIAL AUDITORIUM	NON-DEPARTMENTAL	2.00
	6/30/17	PAYROLL WITHHOLDING	MEMORIAL AUDITORIUM	NON-DEPARTMENTAL	2.00
	6/30/17	PAYROLL WITHHOLDING	MEMORIAL AUDITORIUM	NON-DEPARTMENTAL	2.00_
				TOTAL:	60.00

VENDOR SORT KEY

DATE DESCRIPTION

FUND

DEPARTMENT

AMOUNT_

===== FUND TOTALS =====

101	GENERAL FUND	2,067.20
202	MEMORIAL AUDITORIUM	818.25
229	RECREATION	43.22
601	WATER	16,173.98
602	MUNICIPAL WASTEWATER	7,008.66
604	ELECTRIC	4,270.22
609	LIQUOR	5.52
612	AIRPORT	16.91
702	DATA PROCESSING	788.94

 GRAND TOTAL: 31,192.90

TOTAL PAGES: 3

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_	
ACCESS FAMILY MEDICAL CLINIC	7/07/17	LABS	GENERAL FUND	ADMINISTRATION	25.00	
	7/07/17	PRE-EMPLOYMENT PHYSICAL	GENERAL FUND	POLICE ADMINISTRATION	327.90	
	7/07/17	POLICE EXAM	GENERAL FUND	POLICE ADMINISTRATION	199.00-	
	7/07/17	LABS	GENERAL FUND	PAVED STREETS	25.00	
	7/07/17	LABS	RECREATION	PARK AREAS	25.00	
	7/07/17	LABS	WATER	O-DISTR MISC	125.00	
	7/07/17	HEP B SERIES	WATER	O-DISTR MISC	36.24	
	7/07/17	LABS	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	25.00	
	7/07/17	LABS	MUNICIPAL WASTEWAT	O-PURIFY MISC	50.00	
	7/07/17	HEP B SERIES	MUNICIPAL WASTEWAT	O-DISTR MISC	45.30	
	7/07/17	LABS	ELECTRIC	O-DISTR MISC	25.00	
	7/07/17	HEP B SERIES	ELECTRIC	O-DISTR MISC	220.46_	
					TOTAL:	730.90
AICPA DUES PROCESSING	7/07/17	KOLANDER DUES	GENERAL FUND	ACCOUNTING	265.00	
	7/07/17	OLSEN DUES	GENERAL FUND	ACCOUNTING	265.00_	
					TOTAL:	530.00
AMERICAN BOTTLING COMPANY	7/07/17	MIX	LIQUOR	NON-DEPARTMENTAL	167.87_	
					TOTAL:	167.87
ARCTIC GLACIER USA INC	7/07/17	ICE	LIQUOR	NON-DEPARTMENTAL	159.86	
	7/07/17	ICE	LIQUOR	NON-DEPARTMENTAL	228.55	
	7/07/17	ICE	LIQUOR	NON-DEPARTMENTAL	81.18	
	7/07/17	ICE	LIQUOR	NON-DEPARTMENTAL	45.90_	
					TOTAL:	515.49
ARNOLD MOTOR SUPPLY	7/07/17	ELECTRICAL PARTS	RECREATION	SOCCER COMPLEX	24.79	
	7/07/17	MUDFLAPS #300	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	48.04	
	7/07/17	CITAIUM	ELECTRIC	O-DISTR UNDERGRND LINE	5.93	
	7/07/17	BALL & PLATE	ELECTRIC	O-DISTR UNDERGRND LINE	138.77	
	7/07/17	HITCH PIN	ELECTRIC	O-DISTR UNDERGRND LINE	2.49_	
					TOTAL:	220.02
ARTISAN BEER COMPANY	7/07/17	BEER	LIQUOR	NON-DEPARTMENTAL	459.75_	
					TOTAL:	459.75
ATLANTIC COCA-COLA	7/07/17	MIX	LIQUOR	NON-DEPARTMENTAL	270.88_	
					TOTAL:	270.88
BAHRS SMALL ENGINE	7/07/17	SPRAYER PARTS	RECREATION	PARK AREAS	24.00_	
					TOTAL:	24.00
BAN-KOE SYSTEMS INC	7/07/17	ANNUAL FIRE ALARM TEST	GENERAL FUND	FIRE ADMINISTRATION	2,364.00_	
					TOTAL:	2,364.00
BEDFORD INDUSTRIES INC	7/07/17	ROWE AVE TAXES	GENERAL FUND	OTHER GEN GOVT MISC	1,993.20_	
					TOTAL:	1,993.20
BELLBOY CORP	7/07/17	LIQUOR	LIQUOR	NON-DEPARTMENTAL	873.50	
	7/07/17	MIX	LIQUOR	NON-DEPARTMENTAL	439.94	
	7/07/17	FREIGHT	LIQUOR	O-SOURCE MISC	22.00	
	7/07/17	FREIGHT	LIQUOR	O-SOURCE MISC	6.29	
	7/07/17	KEY OPENERS	LIQUOR	O-GEN MISC	34.00	
	7/07/17	SUPPLIES	LIQUOR	O-GEN MISC	19.98_	
					TOTAL:	1,395.71

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
BEVERAGE WHOLESALERS INC	7/07/17	BEER	LIQUOR	NON-DEPARTMENTAL	8,221.75
	7/07/17	MIX	LIQUOR	NON-DEPARTMENTAL	12.84
	7/07/17	BEER	LIQUOR	NON-DEPARTMENTAL	13,153.80
	7/07/17	MIX	LIQUOR	NON-DEPARTMENTAL	49.60
	7/07/17	BEER	LIQUOR	NON-DEPARTMENTAL	7,786.85_
				TOTAL:	29,224.84
BRAAKSMA JEREMY	7/07/17	LAB PROCESS CONTROL WORKSH	MUNICIPAL WASTEWAT	O-PURIFY SUPERVISION	58.11
	7/07/17	LAB PROCESS CONTROL WORKSH	MUNICIPAL WASTEWAT	O-PURIFY SUPERVISION	43.88_
				TOTAL:	101.99
BREAKTHRU BEVERAGE MINNESOTA BEER LLC	7/07/17	LIQUOR	LIQUOR	NON-DEPARTMENTAL	248.67
	7/07/17	MIX	LIQUOR	NON-DEPARTMENTAL	212.82
	7/07/17	WINE	LIQUOR	NON-DEPARTMENTAL	176.00
	7/07/17	FREIGHT	LIQUOR	O-SOURCE MISC	14.65
	7/07/17	FREIGHT	LIQUOR	O-SOURCE MISC	3.70_
				TOTAL:	655.84
BTU INC	7/07/17	AIRPORT HOUSE AC REPAIR	AIRPORT	O-GEN MISC	216.47_
				TOTAL:	216.47
CEMSTONE CONCRETE MATERIALS LLC	7/07/17	STREET PATCHES	GENERAL FUND	PAVED STREETS	668.00
	7/07/17	STREET PATCHES	GENERAL FUND	PAVED STREETS	1,122.50_
				TOTAL:	1,790.50
CENTER SPORTS INC	7/07/17	SOCCER FIELD LINE PAINT	RECREATION	SOCCER COMPLEX	730.81
	7/07/17	SOCCER FIELD GOAL WHEELS	RECREATION	SOCCER COMPLEX	858.11
	7/07/17	SOCCER FIELD CORNER FLAGS	RECREATION	SOCCER COMPLEX	530.64
	7/07/17	SOCCER FIELD LINE PAINT	RECREATION	SOCCER COMPLEX	219.24_
				TOTAL:	2,338.80
CHAMBER OF COMMERCE	7/07/17	LODGING TAX/MAY	TOURISM PROMOTION	LODGING TAX/TOURISM	12,628.08_
				TOTAL:	12,628.08
CLARKE ENVIRONMENTAL MOSQUITO MANAGEME	7/07/17	MOSQUITO CONTROL	GENERAL FUND	PAVED STREETS	2,832.50_
				TOTAL:	2,832.50
COALITION OF GREATER MN CITIES	7/07/17	LABOR & EMPLOYEE SEMINAR	GENERAL FUND	CLERK'S OFFICE	65.00_
				TOTAL:	65.00
COOPERATIVE ENERGY CO- ACCT # 5910807	7/07/17	MOWER SUPERLUBE	RECREATION	PARK AREAS	87.12
	7/07/17	FUEL	AIRPORT	O-GEN MISC	600.40_
				TOTAL:	687.52
COVERT TRACK GROUP INC	7/07/17	BATTERY REPLACEMENT/FIRM W PD TASK FORCE		BUFFALO RIDGE DRUG TAS	167.00_
				TOTAL:	167.00
CULLIGAN WATER COND CO	7/07/17	MONTHLY SERVICE	GENERAL FUND	GENERAL GOVT BUILDINGS	57.95
	7/07/17	MONTHLY SERVICE	GENERAL FUND	PAVED STREETS	5.00
	7/07/17	MONTHLY SERVICE	WATER	O-DISTR MISC	18.00
	7/07/17	MONTHLY SERVICE	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	18.00
	7/07/17	MONTHLY SERVICE	ELECTRIC	ACCTS-RECORDS & COLLEC	32.33
	7/07/17	SALT	LIQUOR	O-GEN MISC	13.44_
				TOTAL:	144.72
DACOTAH PAPER CO	7/07/17	BAGS	LIQUOR	O-GEN MISC	255.62

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
				TOTAL:	255.62
DAKOTA SUPPLY GROUP INC	7/07/17	15KV CABLE CORRECTION	ELECTRIC	FA DISTR UNDERGRND COND	1,000.00-
	7/07/17	15KV CABLE	ELECTRIC	FA DISTR UNDERGRND COND	47,234.00_
				TOTAL:	46,234.00
DANS ELECTRIC INC	7/07/17	SOCCER FIELD MAINT SHED	RECREATION	SOCCER COMPLEX	2,706.16
	7/07/17	SERVICE CALL ENTRY LIGHT R	LIQUOR	O-GEN MISC	87.86
	7/07/17	ICE MACHINE REPAIR	LIQUOR	O-GEN MISC	75.66_
				TOTAL:	2,869.68
DELL MARKETING LP	7/07/17	LAPTOP	GENERAL FUND	ADMINISTRATION	1,276.52_
				TOTAL:	1,276.52
DIAMOND VOGEL PAINT	7/07/17	PAINT MACHINE	GENERAL FUND	PAVED STREETS	41.39
	7/07/17	PAINT MACHINE	GENERAL FUND	SIGNS AND SIGNALS	20.50
	7/07/17	PAINT MACHINE	GENERAL FUND	SIGNS AND SIGNALS	45.12_
				TOTAL:	107.01
DOLL DISTRIBUTING LLC	7/07/17	BEER	LIQUOR	NON-DEPARTMENTAL	11,967.75
	7/07/17	MIX	LIQUOR	NON-DEPARTMENTAL	45.00
	7/07/17	BEER	LIQUOR	NON-DEPARTMENTAL	588.00
	7/07/17	BEER	LIQUOR	NON-DEPARTMENTAL	5,015.35
	7/07/17	WATER	LIQUOR	O-GEN MISC	52.00_
				TOTAL:	17,668.10
DUININCK INC	7/07/17	POT HOLE MIX	GENERAL FUND	PAVED STREETS	249.40
	7/07/17	POT HOLE MIX	GENERAL FUND	PAVED STREETS	225.32
	7/07/17	POT HOLE MIX	GENERAL FUND	PAVED STREETS	336.26
	7/07/17	1/2" HOT MIX	GENERAL FUND	PAVED STREETS	259.12
	7/07/17	'17 SEWER/WATER RECON #1	WATER	NON-DEPARTMENTAL	4,940.10-
	7/07/17	'17 SEWER/WATER RECON #1	WATER	PROJECT #1	98,802.00
	7/07/17	CONCRETE PAVEMENT RESTORE#	MUNICIPAL WASTEWAT	NON-DEPARTMENTAL	1,164.60-
	7/07/17	CONCRETE PAVEMENT RESTORE#	MUNICIPAL WASTEWAT	PROJECT #6	23,292.00
	7/07/17	GRAVEL	ELECTRIC	M-DISTR UNDERGRND LINE	38.75_
				TOTAL:	117,098.15
ECHO GROUP INC	7/07/17	GLUE	ELECTRIC	M-DISTR UNDERGRND LINE	94.95
	7/07/17	STUD	ELECTRIC	M-DISTR UNDERGRND LINE	7.56
	7/07/17	LOCKNUTS, PVC	ELECTRIC	M-DISTR UNDERGRND LINE	57.43
	7/07/17	LOCKNUTS, PVC	ELECTRIC	M-DISTR UNDERGRND LINE	7.04
	7/07/17	LOCKNUTS, BUSHING	ELECTRIC	M-DISTR UNDERGRND LINE	6.77_
				TOTAL:	173.75
ECOLAB	7/07/17	FLOOR CLEANER	GENERAL FUND	CENTER FOR ACTIVE LIVI	110.38_
				TOTAL:	110.38
ENVIRO PUMP-PLUS INC	7/07/17	BACKFLOW PREVENTER TEST	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	130.00_
				TOTAL:	130.00
EXTRA PACKAGING LLC	7/07/17	OUTBREAK RESPONSE BAGS	GENERAL FUND	POLICE ADMINISTRATION	135.89_
				TOTAL:	135.89
EZ-WASH	7/07/17	CAR WASHES	GENERAL FUND	POLICE ADMINISTRATION	212.00_
				TOTAL:	212.00

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
FASTENAL COMPANY	7/07/17	BOLTS	ELECTRIC	M-DISTR UNDERGRND LINE	33.47_
				TOTAL:	33.47
FIFE WATER SERVICES INC	7/07/17	CHEMICALS	INDUSTRIAL WASTEWA	O-PURIFY MISC	11,186.70_
				TOTAL:	11,186.70
FORECAST PUBLIC ART	7/07/17	SUBSCRIPTION	GENERAL FUND	MAYOR AND COUNCIL	150.00_
				TOTAL:	150.00
FRYBERGER, BUCHANAN, SMITH & FREDERICK	7/07/17	LOCAL OPTION SALES TAX	GENERAL FUND	ADMINISTRATION	878.00_
				TOTAL:	878.00
GALLS INC	7/07/17	UNIFORMS	GENERAL FUND	POLICE ADMINISTRATION	50.65
	7/07/17	BOOTS	GENERAL FUND	POLICE ADMINISTRATION	175.08
	7/07/17	FLASHLIGHT, BATTERY PACK	GENERAL FUND	POLICE ADMINISTRATION	159.36
	7/07/17	BOOTS	GENERAL FUND	POLICE ADMINISTRATION	136.41_
				TOTAL:	521.50
GOPHER STATE ONE CALL INC	7/07/17	MONTHLY LOCATE SERVICES	WATER	O-DISTR MISC	73.91
	7/07/17	MONTHLY LOCATE SERVICES	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	73.91
	7/07/17	MONTHLY LOCATE SERVICES	ELECTRIC	O-DISTR MISC	147.83_
				TOTAL:	295.65
GRAHAM TIRE OF WORTHINGTON INC	7/07/17	OIL CHANGE #14-29	GENERAL FUND	POLICE ADMINISTRATION	11.79
	7/07/17	OIL CHANGE #14-29	GENERAL FUND	POLICE ADMINISTRATION	11.00
	7/07/17	NEW TIRES ON 14-25	GENERAL FUND	POLICE ADMINISTRATION	607.88
	7/07/17	NEW TIRES ON 14-25	GENERAL FUND	POLICE ADMINISTRATION	34.00
	7/07/17	REPAIR SEAL LEAK-TIRE	GENERAL FUND	PAVED STREETS	86.48
	7/07/17	FRONT BRAKE ROTORS, PADS #	GENERAL FUND	PAVED STREETS	437.42
	7/07/17	FRONT BRAKE ROTORS, PADS #	GENERAL FUND	PAVED STREETS	339.00
	7/07/17	MOWER TIRE, TUBE TORO	RECREATION	PARK AREAS	22.74
	7/07/17	MOWER TIRE, TUBE TORO	RECREATION	PARK AREAS	9.50
	7/07/17	TIRE REPAIR UNIT #408	STORM WATER MANAGE	STREET CLEANING	41.00
	7/07/17	TIRE REPAIR UNIT #408	STORM WATER MANAGE	STREET CLEANING	7.00_
				TOTAL:	1,607.81
RODNEY D HARVEY	7/07/17	SOCCER FIELD PARKING SIGN	GENERAL FUND	SIGNS AND SIGNALS	60.00_
				TOTAL:	60.00
HOPE HAVEN INC	7/07/17	FORMING STAKES	GENERAL FUND	PAVED STREETS	25.40
	7/07/17	24" FORMING LATH	GENERAL FUND	PAVED STREETS	14.00_
				TOTAL:	39.40
HY-VEE INC-61609 (UTILITIES)	7/07/17	KLEENEX, PAPER TOWELS	WATER	ACCTS-RECORDS & COLLEC	5.47
	7/07/17	KLEENEX, PAPER TOWELS	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	5.46
	7/07/17	KLEENEX, PAPER TOWELS	ELECTRIC	ACCTS-RECORDS & COLLEC	10.93_
				TOTAL:	21.86
ITEN, VIDA	7/07/17	REIMBURSE TRAVEL	ELECTRIC	ACCTS-ASSISTANCE	183.45_
				TOTAL:	183.45
BENJAMIN M MATTISON	7/07/17	WINDOW CLEANING	LIQUOR	O-GEN MISC	64.13_
				TOTAL:	64.13
JANITOR'S CLOSET LTD	7/07/17	OLSON RESTROOM BUCKET/WRIN	RECREATION	OLSON PARK CAMPGROUND	109.00
	7/07/17	OLSON RESTROOM SUPPLIES	RECREATION	OLSON PARK CAMPGROUND	598.41

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
				TOTAL:	707.41
JERRY'S AUTO SUPPLY	7/07/17	PARTS FOR #402	GENERAL FUND	PAVED STREETS	5.99
	7/07/17	BUTT CONNECTORS	GENERAL FUND	PAVED STREETS	16.00
				TOTAL:	21.99
JOHNSON BROTHERS LIQUOR CO	7/07/17	BEER	LIQUOR	NON-DEPARTMENTAL	65.97
	7/07/17	WINE	LIQUOR	NON-DEPARTMENTAL	1,560.00
	7/07/17	LIQUOR	LIQUOR	NON-DEPARTMENTAL	2.00
	7/07/17	LIQUOR	LIQUOR	NON-DEPARTMENTAL	10.75
	7/07/17	LIQUOR	LIQUOR	NON-DEPARTMENTAL	4.21
	7/07/17	MIX	LIQUOR	NON-DEPARTMENTAL	38.85
	7/07/17	FREIGHT	LIQUOR	O-SOURCE MISC	67.61
				TOTAL:	1,637.77
K & H CONSTRUCTION & SEAMLESS STEEL SI	7/07/17	SOCCER FIELD MAINT BLDG	RECREATION	SOCCER COMPLEX	6,540.00
				TOTAL:	6,540.00
KIRBY SALES	7/07/17	VACUUM BAGS	LIQUOR	O-GEN MISC	57.71
				TOTAL:	57.71
LAMPERTS YARDS INC-2600013	7/07/17	PLASTIC	ELECTRIC	M-DISTR UNDERGRND LINE	20.94
	7/07/17	PLASTIC	ELECTRIC	M-DISTR UNDERGRND LINE	20.94
	7/07/17	PLYWOOD	ELECTRIC	M-DISTR UNDERGRND LINE	52.90
				TOTAL:	94.78
LAMPERTS YARDS INC-2602004	7/07/17	SOCCER FIELD MAINT BLDG	RECREATION	SOCCER COMPLEX	639.30
	7/07/17	SOCCER FIELD MAINT BLDG	RECREATION	SOCCER COMPLEX	777.57
	7/07/17	SOCCER FIELD MAINT BLDG	RECREATION	SOCCER COMPLEX	66.24
	7/07/17	SOCCER FIELD MAINT BLDG	RECREATION	SOCCER COMPLEX	1,628.93
	7/07/17	SOCCER FIELD MAINT BLDG	RECREATION	SOCCER COMPLEX	6.82
	7/07/17	SOCCER FIELD MAINT BLDG	RECREATION	SOCCER COMPLEX	165.52
	7/07/17	SOCCER FIELD MAINT BLDG	RECREATION	SOCCER COMPLEX	11.92
	7/07/17	SOCCER FIELD MAINT BLDG	RECREATION	SOCCER COMPLEX	367.04
	7/07/17	SOCCER FIELD MAINT BLDG	RECREATION	SOCCER COMPLEX	2,405.55
	7/07/17	SOCCER FIELD MAINT BLDG	RECREATION	SOCCER COMPLEX	508.66
	7/07/17	SOCCER FIELD MAINT BLDG	RECREATION	SOCCER COMPLEX	120.00
	7/07/17	SOCCER FIELD MAINT BLDG	RECREATION	SOCCER COMPLEX	92.59
	7/07/17	PICKLE BALL COURT SEALANT	RECREATION	PARK AREAS	46.47
	7/07/17	PICKLEBALL COURT SEALANT	RECREATION	PARK AREAS	7.50
	7/07/17	PICKLEBALL COURT SEALANT	RECREATION	PARK AREAS	15.98
				TOTAL:	6,514.05
LARSON CRANE SERVICE INC	7/07/17	SETTING TRANSFORMER-FREEZE	ELECTRIC	FA DISTR LINE TRANSFOR	350.00
	7/07/17	SETTING TRANSFORMER-FREEZE	ELECTRIC	FA DISTR LINE TRANSFOR	1,000.00
				TOTAL:	1,350.00
LARSON JOHN	7/07/17	LOG SPLITTER RENTAL	RECREATION	OLSON PARK CAMPGROUND	110.00
				TOTAL:	110.00
LAWNS GATORS INC	7/07/17	BAC MOWING 5/29, 6/4,12,19	ECONOMIC DEV AUTHO	TRAINING/TESTING CENTE	750.00
				TOTAL:	750.00
LAWNS PLUS	7/07/17	MOWING 6/1, 6/8	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	150.00
	7/07/17	MOWING 6/15, 6/236	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	150.00
				TOTAL:	300.00

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
LOWES SHEET METAL INC	7/07/17	SERVICE FIRE HALL A/C	GENERAL FUND	FIRE ADMINISTRATION	270.20_
				TOTAL:	270.20
MACDOCTORS	7/07/17	LAPTOP & ADAPTER (LIGHT &	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	3,067.29_
				TOTAL:	3,067.29
MARTHALER FORD OF WORTHINGTON	7/07/17	REPLACE REAR HEAT/COOL #14	GENERAL FUND	POLICE ADMINISTRATION	727.82
	7/07/17	REPLACE REAR HEAT/COOL #14	GENERAL FUND	POLICE ADMINISTRATION	940.03
	7/07/17	REPAIR PARKING AID HARNESS	GENERAL FUND	POLICE ADMINISTRATION	140.67
	7/07/17	REPAIR PARKING AID HARNESS	GENERAL FUND	POLICE ADMINISTRATION	330.00_
				TOTAL:	2,138.52
MESERB	7/07/17	ANNUAL ASSESSMENT	MUNICIPAL WASTEWAT	O-PURIFY MISC	1,806.12
	7/07/17	ANNUAL ASSESSMENT	INDUSTRIAL WASTEWA	O-PURIFY MISC	1,806.12_
				TOTAL:	3,612.24
MID CENTRAL DOOR	7/07/17	KEY FOBS	GENERAL FUND	CENTER FOR ACTIVE LIVI	276.00_
				TOTAL:	276.00
MINNESOTA CITIZENS FOR THE ARTS	7/07/17	MEMBERSHIP	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	100.00_
				TOTAL:	100.00
MINNESOTA ELEVATOR INC	7/07/17	QUARTERLY ELEVATOR SERVICE	GENERAL FUND	GENERAL GOVT BUILDINGS	176.99_
				TOTAL:	176.99
MINNESOTA ENERGY RESOURCES CORP	7/07/17	GAS SERVICE	GENERAL FUND	PAVED STREETS	50.72
	7/07/17	GAS SERVICE	RECREATION	OLSON PARK CAMPGROUND	85.53
	7/07/17	GAS SERVICE	ECONOMIC DEV AUTHO	TRAINING/TESTING CENTE	53.91
	7/07/17	GAS SERVICE	WATER	O-DISTR MISC	18.50
	7/07/17	GAS SERVICE	MUNICIPAL WASTEWAT	O-PURIFY MISC	201.06
	7/07/17	GAS SERVICE	LIQUOR	O-GEN MISC	48.86
	7/07/17	GAS SERVICE	AIRPORT	O-GEN MISC	59.07
	7/07/17	GAS SERVICE	AIRPORT	O-GEN MISC	64.84_
				TOTAL:	582.49
MINNESOTA MUNICIPAL UTILITIES ASSOC	7/07/17	SAFETY MGMT PROGRAM-3RD QT	GENERAL FUND	ADMINISTRATION	184.53
	7/07/17	SAFETY MGMT PROGRAM-3RD QT	GENERAL FUND	ENGINEERING ADMIN	338.31
	7/07/17	SAFETY MGMT PROGRAM-3RD QT	GENERAL FUND	ECONOMIC DEVELOPMENT	215.29
	7/07/17	SAFETY MGMT PROGRAM-3RD QT	GENERAL FUND	POLICE ADMINISTRATION	2,029.87
	7/07/17	SAFETY MGMT PROGRAM-3RD QT	GENERAL FUND	FIRE ADMINISTRATION	2,214.41
	7/07/17	SAFETY MGMT PROGRAM-3RD QT	GENERAL FUND	PAVED STREETS	61.51
	7/07/17	SAFETY MGMT PROGRAM-3RD QT	GENERAL FUND	PAVED STREETS	307.56
	7/07/17	SAFETY MGMT PROGRAM-3RD QT	GENERAL FUND	CODE ENFORCEMENT	61.51
	7/07/17	SAFETY MGMT PROGRAM-3RD QT	RECREATION	PARK AREAS	369.07
	7/07/17	SAFETY MGMT PROGRAM-3RD QT	WATER	O-DISTR MISC	1,436.32
	7/07/17	SAFETY MGMT PROGRAM-3RD QT	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	739.92
	7/07/17	SAFETY MGMT PROGRAM-3RD QT	MUNICIPAL WASTEWAT	O-PURIFY MISC	739.92
	7/07/17	SAFETY MGMT PROGRAM-3RD QT	ELECTRIC	O-DISTR MISC	1,436.33
	7/07/17	ELECTRIC UTILITY MEMBER DU	ELECTRIC	ADMIN MISC	6,654.25
	7/07/17	SAFETY MGMT PROGRAM-3RD QT	LIQUOR	O-GEN MISC	184.53
	7/07/17	SAFETY MGMT PROGRAM-3RD QT	DATA PROCESSING	DATA PROCESSING	246.04_
				TOTAL:	17,219.37
MINNESOTA WEST	7/07/17	TRAINING	GENERAL FUND	FIRE ADMINISTRATION	375.00_
				TOTAL:	375.00

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
MISCELLANEOUS V AMERICAN LUTHERAN CHUR	7/07/17	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	15.00
ANDERSON CHARLES	7/07/17	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	15.00
BRISTOW ROBERT	7/07/17	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	52.00
DICKEY ELIZABETH A	7/07/17	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	NON-DEPARTMENTAL	79.15
DICKEY ELIZABETH A	7/07/17	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	ACCTS-RECORDS & COLLEC	0.48
FISHER KEITH	7/07/17	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	15.00
FLYNN KEVIN	7/07/17	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	15.00
HAGEN MARK	7/07/17	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	16.00
KADDEE JENNY	7/07/17	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	50.00
KOOPA WESLEY	7/07/17	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	50.00
LOPEZ SEBASTIAN NORMA	7/07/17	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	NON-DEPARTMENTAL	7.01
LOPEZ SEBASTIAN NORMA	7/07/17	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	ACCTS-RECORDS & COLLEC	0.30
LOWRY PAM	7/07/17	SURVEYS-ART COMMISSION	GENERAL FUND	MAYOR AND COUNCIL	96.00
LUITJENS STACY	7/07/17	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	NON-DEPARTMENTAL	49.97
LUITJENS STACY	7/07/17	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	ACCTS-RECORDS & COLLEC	0.39
REKER NANCY	7/07/17	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	50.00
SEWAGEGNEHU BERUKE	7/07/17	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	NON-DEPARTMENTAL	132.14
SEWAGEGNEHU BERUKE	7/07/17	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	ACCTS-RECORDS & COLLEC	0.90
STANDAFER STARR	7/07/17	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	25.00_
				TOTAL:	669.34
NICOLE R KEMPEMA	7/07/17	CLEANING 6/13/17	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	29.93_
				TOTAL:	29.93
NOBLES COUNTY AUDITOR/TREASURER	7/07/17	ASSESSING CHARGES-JAN-JUN	GENERAL FUND	ASSESSING	42,075.00
	7/07/17	LONG DISTANCE ENDING 5/31/	GENERAL FUND	POLICE ADMINISTRATION	527.53
	7/07/17	LEGAL SERVICES JUNE	GENERAL FUND	PROSECUTION	16,713.25
	7/07/17	SOLID WASTE-MAY	WASTE MANAGEMENT C	SOLID WASTE/RECYCLE	7,210.00_
				TOTAL:	66,525.78
NOBLES COUNTY SHERIFF	7/07/17	BRDTF SQUAD REIMBURSEMENT	PD TASK FORCE	BUFFALO RIDGE DRUG TAS	12,500.00_
				TOTAL:	12,500.00
ONE OFFICE SOURCE	7/07/17	HDMI CABLE	GENERAL FUND	MAYOR AND COUNCIL	9.42
	7/07/17	STAPLES	GENERAL FUND	CLERK'S OFFICE	5.98
	7/07/17	LEGAL PAPER	GENERAL FUND	ENGINEERING ADMIN	3.49
	7/07/17	LEGAL PAPER	GENERAL FUND	ECONOMIC DEVELOPMENT	3.50
	7/07/17	TOILET PAPER	GENERAL FUND	GENERAL GOVT BUILDINGS	64.45
	7/07/17	INDEX CARDS	GENERAL FUND	SECURITY CENTER	0.71
	7/07/17	INDEX CARDS	GENERAL FUND	SECURITY CENTER	0.70
	7/07/17	CORRECTION TAPE, GEL PENS	GENERAL FUND	SECURITY CENTER	11.82
	7/07/17	CORRECTION TAPE, GEL PENS	GENERAL FUND	SECURITY CENTER	11.82
	7/07/17	MESSAGE PAD	GENERAL FUND	SECURITY CENTER	3.11
	7/07/17	MESSAGE PAD	GENERAL FUND	SECURITY CENTER	3.11
	7/07/17	POST-IT NOTES	GENERAL FUND	SECURITY CENTER	9.65
	7/07/17	POST-IT NOTES	GENERAL FUND	SECURITY CENTER	9.65
	7/07/17	COPIER SERVICE-MX2600N	GENERAL FUND	PAVED STREETS	11.55
	7/07/17	TOILET PAPER	ECONOMIC DEV AUTHO	TRAINING/TESTING CENTE	64.45
	7/07/17	CALCULATOR TAPE, PENCIL CU	WATER	ADMIN OFFICE SUPPLIES	10.30
	7/07/17	11X17 LEDGER PAPER	WATER	ACCTS-RECORDS & COLLEC	7.43
	7/07/17	CALCULATOR TAPE, PENCIL CU	MUNICIPAL WASTEWAT	ADMIN OFFICE SUPPLIES	10.29
	7/07/17	11X17 LEDGER PAPER	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	7.42
	7/07/17	CALCULATOR TAPE, PENCIL CU	ELECTRIC	ADMIN OFFICE SUPPLIES	20.59
	7/07/17	11X17 LEDGER PAPER	ELECTRIC	ACCTS-RECORDS & COLLEC	14.85
	7/07/17	COPIER SERVICE-MX5140N	DATA PROCESSING	COPIER/FAX	157.60_
				TOTAL:	441.89

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
OXFORD AUTOMOTIVE EXTERIORS LLC	7/07/17	REPAIR SQUAD# 45	GENERAL FUND	CODE ENFORCEMENT	36.28
	7/07/17	REPAIR SQUAD# 45	GENERAL FUND	CODE ENFORCEMENT	36.00_
				TOTAL:	72.28
PAVELKO MIKE	7/07/17	REIMBURSE WORKSHOP	MUNICIPAL WASTEWAT	O-PURIFY LABORATORY	60.00_
				TOTAL:	60.00
PEPSI COLA BOTTLING CO	7/07/17	MIX	LIQUOR	NON-DEPARTMENTAL	83.90_
				TOTAL:	83.90
PHILLIPS WINE & SPIRITS INC	7/07/17	WINE	LIQUOR	NON-DEPARTMENTAL	453.50
	7/07/17	MIX	LIQUOR	NON-DEPARTMENTAL	108.00
	7/07/17	FREIGHT	LIQUOR	O-SOURCE MISC	27.04_
				TOTAL:	588.54
PHYSIO-CONTROL INC	7/07/17	DEFIBRILLATORS	GENERAL FUND	POLICE ADMINISTRATION	11,950.44_
				TOTAL:	11,950.44
PRACOM CORP	7/07/17	NEW SQUAD	GENERAL FUND	POLICE ADMINISTRATION	3,100.00
	7/07/17	NEW SQUAD	GENERAL FUND	POLICE ADMINISTRATION	192.00_
				TOTAL:	3,292.00
RADIOTRONICS INC	7/07/17	ANNUAL SERVER SUBCRIPTION	PD TASK FORCE	BUFFALO RIDGE DRUG TAS	168.00_
				TOTAL:	168.00
RED BULL DISTRIBUTION COMPANY INC	7/07/17	MIX	LIQUOR	NON-DEPARTMENTAL	84.10_
				TOTAL:	84.10
RESICO INC	7/07/17	STREET LIGHT POLES	ELECTRIC	FA DISTR ST LITE & SIG	15,729.94_
				TOTAL:	15,729.94
RICKERS	7/07/17	FIRE DEPT GALLERY 2017	GENERAL FUND	FIRE ADMINISTRATION	2,992.52_
				TOTAL:	2,992.52
RON'S ELECTRIC INC	7/07/17	DRU	ELECTRIC	FA DISTR METERS	64.73
	7/07/17	DRU	ELECTRIC	FA DISTR METERS	186.86
	7/07/17	DRU	ELECTRIC	FA DISTR METERS	161.51_
				TOTAL:	413.10
ROUND LAKE VINEYARDS & WINERY LLC	7/07/17	WINE	LIQUOR	NON-DEPARTMENTAL	144.00
	7/07/17	WINE	LIQUOR	NON-DEPARTMENTAL	594.00_
				TOTAL:	738.00
RUNNINGS SUPPLY INC-ACCT#9502440	7/07/17	TWINE	ELECTRIC	M-DISTR UNDERGRND LINE	24.95_
				TOTAL:	24.95
RUNNINGS SUPPLY INC-ACCT#9502485	7/07/17	SHOP SINK	GENERAL FUND	PAVED STREETS	11.54
	7/07/17	SHOP SUPPLIES	GENERAL FUND	PAVED STREETS	21.93
	7/07/17	TRASH BAGS, CABLE TIES, SP	RECREATION	SOCCER COMPLEX	114.42
	7/07/17	SPRAY TIP	RECREATION	SOCCER COMPLEX	21.99
	7/07/17	ELECTRICAL TAPE, HOLE SAW	RECREATION	SOCCER COMPLEX	49.75
	7/07/17	KEYS, MUFFLER CLAMP	RECREATION	SOCCER COMPLEX	13.26
	7/07/17	CABLE TIES	RECREATION	SOCCER COMPLEX	9.98
	7/07/17	FAN, HOSE HANGER	RECREATION	SOCCER COMPLEX	193.98
	7/07/17	CLEVIS, SPRING SNAP	RECREATION	SOCCER COMPLEX	19.83
	7/07/17	OLSON PARK GRILL PARTS	RECREATION	OLSON PARK CAMPGROUND	5.50

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
				TOTAL:	462.18
S & M WINDOWS	7/07/17	MOWING 6/19, 21, 26	GENERAL FUND	CODE ENFORCEMENT	245.00
	7/07/17	MOWING 6/29	GENERAL FUND	CODE ENFORCEMENT	105.00
				TOTAL:	350.00
SCHHAAP SANITATION INC	7/07/17	MONTHLY SERVICE	GENERAL FUND	GENERAL GOVT BUILDINGS	120.12
	7/07/17	MONTHLY SERVICE	GENERAL FUND	FIRE ADMINISTRATION	67.59
	7/07/17	MONTHLY SERVICE	GENERAL FUND	PAVED STREETS	107.36
	7/07/17	MONTHLY SERVICE	GENERAL FUND	CENTER FOR ACTIVE LIVI	50.72
	7/07/17	MONTHLY SERVICE	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	150.38
	7/07/17	MONTHLY SERVICE	RECREATION	GOLF COURSE-GREEN	106.92
	7/07/17	MONTHLY SERVICE	RECREATION	PARK AREAS	664.10
	7/07/17	MONTHLY SERVICE	RECREATION	PARK AREAS	22.00
	7/07/17	MONTHLY SERVICE	RECREATION	OLSON PARK CAMPGROUND	569.18
	7/07/17	MONTHLY SERVICE	ECONOMIC DEV AUTHO	TRAINING/TESTING CENTE	165.57
	7/07/17	MONTHLY SERVICE	WATER	O-DISTR MISC	137.94
	7/07/17	MONTHLY SERVICE	MUNICIPAL WASTEWAT	O-PURIFY MISC	241.02
	7/07/17	MONTHLY SERVICE	ELECTRIC	O-DISTR MISC	157.74
	7/07/17	MONTHLY SERVICE	LIQUOR	O-GEN MISC	175.12
	7/07/17	MONTHLY SERVICE	AIRPORT	O-GEN MISC	99.91
	7/07/17	SOLID WASTE-MAY	GARBAGE COLLECTION	SOLID WASTE/RECYCLE	78,159.70
	7/07/17	SOLID WASTE-MAY	GARBAGE COLLECTION	SOLID WASTE/RECYCLE	568.72-
	7/07/17	SOLID WASTE-MAY	GARBAGE COLLECTION	CODE ENFORCEMENT	4,217.85
				TOTAL:	84,644.50
SCHWALBACH ACE HARDWARE-5930	7/07/17	SHOP SINK	GENERAL FUND	PAVED STREETS	39.99
	7/07/17	UTILITY PAN-SHOP	GENERAL FUND	PAVED STREETS	8.49
	7/07/17	SHOP TORCH CLAMSHELL KIT	GENERAL FUND	PAVED STREETS	33.99
	7/07/17	LEADER HOSE, KEY RINGS	GENERAL FUND	CENTER FOR ACTIVE LIVI	16.76
	7/07/17	NOZZLE	GENERAL FUND	CENTER FOR ACTIVE LIVI	12.99
				TOTAL:	112.22
SCHWALBACH ACE #6067	7/07/17	SCREWS	ELECTRIC	M-DISTR UNDERGRND LINE	5.40
	7/07/17	BATTERY	ELECTRIC	M-DISTR UNDERGRND LINE	4.99
	7/07/17	ANT KILLER	ELECTRIC	M-DISTR UNDERGRND LINE	14.97
				TOTAL:	25.36
SOUTHERN GLAZER'S OF MN	7/07/17	WINE	LIQUOR	NON-DEPARTMENTAL	26.76
	7/07/17	LIQUOR	LIQUOR	NON-DEPARTMENTAL	7,003.19
	7/07/17	MIX	LIQUOR	NON-DEPARTMENTAL	24.05
	7/07/17	WINE	LIQUOR	NON-DEPARTMENTAL	998.88
	7/07/17	LIQUOR	LIQUOR	NON-DEPARTMENTAL	135.00-
	7/07/17	WINE	LIQUOR	NON-DEPARTMENTAL	86.25-
	7/07/17	WINE	LIQUOR	NON-DEPARTMENTAL	84.00-
	7/07/17	FREIGHT	LIQUOR	O-SOURCE MISC	0.92
	7/07/17	FREIGHT	LIQUOR	O-SOURCE MISC	0.46
	7/07/17	FREIGHT	LIQUOR	O-SOURCE MISC	110.19
	7/07/17	FREIGHT	LIQUOR	O-SOURCE MISC	1.85
	7/07/17	FREIGHT	LIQUOR	O-SOURCE MISC	22.20
				TOTAL:	7,883.25
SRF CONSULTING GROUP INC	7/07/17	TH59 CORRIDOR STUDY/LAYOUT IMPROVEMENT CONST	OXFORD RECON LAYOUT DE		613.89
				TOTAL:	613.89
STONEY BROOK ENT INC (STONEY BROOKE FI	7/07/17	FOAM TUBE, BALLVALVE	GENERAL FUND	FIRE ADMINISTRATION	735.82

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
				TOTAL:	735.82
TRENTON STOYKE	7/07/17	MATS	GENERAL FUND	GENERAL GOVT BUILDINGS	56.80_
				TOTAL:	56.80
SWEDBRO INC	7/07/17	PATCH NEW CONCRETE DRAIN	AQUATIC CENTER FAC	AQUATIC CENTER FACILIT	1,960.00_
				TOTAL:	1,960.00
VERIZON WIRELESS	7/07/17	WIRELESS PHONE SERVICE	GENERAL FUND	MAYOR AND COUNCIL	41.27
	7/07/17	WIRELESS PHONE SERVICE	GENERAL FUND	ADMINISTRATION	58.89
	7/07/17	WIRELESS PHONE SERVICE	GENERAL FUND	ENGINEERING ADMIN	62.54
	7/07/17	WIRELESS PHONE SERVICE	GENERAL FUND	ECONOMIC DEVELOPMENT	32.45
	7/07/17	WIRELESS PHONE SERVICE	GENERAL FUND	PAVED STREETS	109.42
	7/07/17	WIRELESS PHONE SERVICE	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	31.27
	7/07/17	WIRELESS PHONE SERVICE	RECREATION	PARK AREAS	36.27
	7/07/17	WIRELESS PHONE SERVICE	RECREATION	OLSON PARK CAMPGROUND	31.27_
				TOTAL:	403.38
VINOCOPIA INC	7/07/17	LIQUOR	LIQUOR	NON-DEPARTMENTAL	124.50
	7/07/17	FREIGHT	LIQUOR	O-SOURCE MISC	2.50_
				TOTAL:	127.00
TRICK D VON HOLDT	7/07/17	EMERGENCY MED RESPONDER TR	GENERAL FUND	FIRE ADMINISTRATION	5,445.00_
				TOTAL:	5,445.00
THE WINE COMPANY	7/07/17	WINE	LIQUOR	NON-DEPARTMENTAL	904.00
	7/07/17	FREIGHT	LIQUOR	O-SOURCE MISC	55.00_
				TOTAL:	959.00
WORTHINGTON GLASS INC	7/07/17	BACK GLASS #502	RECREATION	PARK AREAS	469.11_
				TOTAL:	469.11
ZIMCO SUPPLY CO	7/07/17	FERTILIZER	RECREATION	SOCCER COMPLEX	860.00_
				TOTAL:	860.00

===== FUND TOTALS =====

101	GENERAL FUND	109,879.48
202	MEMORIAL AUDITORIUM	3,808.87
207	PD TASK FORCE	12,835.00
229	RECREATION	22,751.73
231	ECONOMIC DEV AUTHORITY	1,033.93
401	IMPROVEMENT CONST	613.89
431	AQUATIC CENTER FACILITY	1,960.00
601	WATER	95,731.01
602	MUNICIPAL WASTEWATER	26,300.85
604	ELECTRIC	73,742.39
605	INDUSTRIAL WASTEWATER	12,992.82
606	STORM WATER MANAGEMENT	48.00
609	LIQUOR	63,422.97
612	AIRPORT	1,040.69
702	DATA PROCESSING	403.64
873	GARBAGE COLLECTION	81,808.83
878	WASTE MANAGEMENT COLL	7,210.00
882	TOURISM PROMOTION	12,628.08

GRAND TOTAL: 528,212.18
