

# **WORTHINGTON CITY COUNCIL**

## **AGENDA**

**7:00 P.M. - Monday, November 27, 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 November 13, 2017
2. MINUTES OF BOARDS AND COMMISSIONS (PINK)
  - a. Water and Light Commission Minutes of Regular Meeting November 20, 2017
  - b. Water and Light Commission Minutes of Regular Meeting November 6, 2017
  - c. Park and Recreation Advisory Board Minutes of October 30, 2017
  - d. Worthington Public Arts Commission Minutes of October 26, 2017
  - e. Heron Lake Watershed Board Minutes of September 19, 2017
3. FINANCIAL STATEMENTS
  - a. Municipal Liquor Store Income Statement for the Period January 1, 2017 through October 31, 2017
4. a. CITY COUNCIL BUSINESS - ADMINISTRATION (WHITE)

**Case Item(s)**

1. Application for Exemption from Lawful Gambling Permit - Minnesota West Foundation
2. Application for Exemption from Lawful Gambling Permit - Worthington Area YMCA

3. 2018 License Renewal Applications

b. CITY COUNCIL BUSINESS - PUBLIC WORKS (GREEN)

Case Item(s)

1. 2017 Park User Fees and Olson Park Campground Rates

c. CITY COUNCIL BUSINESS - ENGINEERING (BLUE)

Case Item(s)

1. Supplemental Agreement No. 1 to Industrial Wastewater Sanitary Sewer I-90 Crossing Replacement Project
2. Approve Contract with American Engineering Testing

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. Second Reading Proposed Ordinance Amending Storm Sewer Utility Rates
2. Second Reading Proposed Ordinance Amending Chapter 55 of the Worthington City Code - Street Lighting
3. Second Reading Proposed Ordinance Change of Zone - T&S Rentals, LLC.
4. Approval of Sale of Parcels by Yellow Company, LLC
5. Nominating Committee Recommendations

**F. CITY COUNCIL BUSINESS - PUBLIC SAFETY (TAN)**

Case Items

1. Resolution Accepting Program Funds

**G. CITY COUNCIL BUSINESS - PUBLIC WORKS (GREEN)**

Case Items

1. YMCA 2018 Summer Youth Recreation Programs Agreement

**H. CITY COUNCIL BUSINESS - ENGINEERING (BLUE)**

Case Items

1. Proposed 2018 Sewer Service Charges
2. Receive Report and Order Hearing for West Gateway Drive Area Sewer and Water Extensions
3. Parking Restrictions
4. Request the Minnesota Department of Transportation Install Vehicle Noise Laws Enforced Sign

**I. CITY COUNCIL BUSINESS - COMMUNITY/EC DEVELOPMENT (GRAY)**

Case Items

1. Petition for Annexation and Ordinance 1st Reading - South Shore Acres, LLC.

**J. 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

**K. CITY ADMINISTRATOR REPORT**

**L. ADJOURNMENT**

**WORTHINGTON CITY COUNCIL  
REGULAR MEETING, NOVEMBER 13, 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: Bob Wethor.

Staff present: Steve Robinson, City Administrator; Todd Wietzema, Public Works Director; Dwayne Haffield, Director of Engineering; Jason Brisson, Director of Community Development, Planning, Zoning and Building Services; Janice Oberloh, City Clerk.

Others present: Justine Wettschreck, KWOA; Karl Evers-Hillstrom, The Globe; Kim Milbrandt, Neil Steffl, Chris Kielblock, Cheryl Avenel-Navara, Mark Thier, Jennifer Weg, Cecilia Bofah, Leticia Rodriguez, Aida Simon, Todd Schwebach, Ron Drent, Terry Rotschafer, Kelly Van Grouw, Lori Gunnink, Dawn Easterday, Jessica Velasco.

The Pledge of Allegiance was recited.

**HONORARY COUNCIL MEMBER**

Mayor Kuhle welcomed Bob Wethor as the Honorary Council Member for October, November and December, 2017.

**AGENDA CLOSED/APPROVED WITH CHANGE**

Staff noted a correction to the agenda page to include Item I.4. *Authorizing Execution of Amendment and Restatement of Joint Resolution*. The information was included in the Council Packet but not listed on the Agenda page. Mayor Kuhle also noted that Item I.1. *Conditional Use Permit - Southwest Minnesota Opportunity Council* would be taken out of order to accommodate those in attendance for that item.

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

**CONSENT AGENDA APPROVED**

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

- City Council Minutes of Regular Meeting October 23, 2017 and Special Meeting November 6, 2017
- Minutes of Boards and Commissions - Worthington Public Arts Commission Minutes of September 21, 2017; YMCA Board of Directors Minutes of September 25, 2017; Center for Active Living Committee Minutes of October 9, 2017; Traffic and Safety Committee Minutes of October 31, 2017; Planning Commission Minutes of November 6, 2017



- Bills payable and totaling \$861,068.03 be ordered paid

**CONDITIONAL USE PERMIT APPROVED - SOUTHWEST MINNESOTA OPPORTUNITY COUNCIL**

Southwest Minnesota Opportunity Council was seeking a Conditional Use Permit for property owned by Independent School District 518 and located on Pleasant Avenue. If approved, the applicant would be permitted to operate a child care facility on the subject property. Child Care facilities are permitted in the "R-1" - Residential Single Family Detached zoning district, which is the zoning classification of the subject property. The legal description of the property is as follows:

Part of the Southeast Quarter of Section 27, Township 102 North, Range 40 West in the City of Worthington, Worthington Township, Nobles County, Minnesota, Described as follows:

Commencing at an existing iron monument at the most northerly corner of Lot 5, Block 20 of the recorded plat of Blocks 18, 19, and 20, Ludlow Acres, City of Worthington; thence North 00 degrees 33 minutes 43 seconds West, along the west right of way line of Pleasant Avenue, a distance of 324.60 feet, to the Point of Beginning; thence continuing North 00 degrees 33 minutes 43 seconds West, along said west right of way line, a distance of 241.20 feet; thence South 69 degrees 57 minutes 54 seconds west a distance of 45.00 feet; thence south 89 degrees 26 minutes 17 seconds West a distance of 173.72 feet; thence North 00 degrees 33 minutes 43 seconds West, parallel with the west right of way line of Pleasant Avenue, a distance of 239.50 feet; thence South 59 degrees 44 minutes 53 seconds West a distance of 242.89 feet; thence South 00 degrees 33 minutes 43 seconds East, Parallel with the west right of way line of Pleasant Avenue, a distance of 345.40 feet; thence North 89 degrees 26 minutes 17 seconds East a distance of 427.15 feet, to the Point of Beginning.

The Planning Commission considered the conditional use permit at its November 6, 107 meeting, and after holding a public hearing, voted unanimously to approve the conditional use permit with the following conditions:

1. Maintain compliance with all federal and state laws, rules and regulations.
2. Improvements are done in accordance with the application, the plans submitted as revised with the application (Site Plan #C-131-2 dated 10-17-2017)
3. Detailed Storm Water Management Plan approved by the City Engineer and DNR to allow for greater than 25% impervious coverage.
4. If street is extended westerly along the South side of the site, the Pleasant Avenue entrance will be closed and access to the site will be through the newly created street.

Jason Brisson, Director of Community Development, Planning, Zoning and Building Services, said nothing had changed since the last Council consideration of this, and that it satisfied all requirements

in our Zoning Ordinance and Comprehensive Plan. The Planning Commission did also hold a public hearing on the application, where opposition to the project was received.

Terry Rotschafer, who had attended the Planning Commission meeting, was now present at the Council meeting and was invited to speak by Mayor Kuhle. Mr. Rotschafer spoke against the project, noting Council would be putting a parking lot, the cars, kids, delivery trucks, and a big behemoth building in a residential neighborhood. People don't want it there, and he requested Council support. Council Member Cummings responded that he did not get that negativity from the people in that neighborhood that he spoke to. Jason Brisson cautioned Council that, according to statute, neighborhood opinion is not a valid reason to approve or deny a conditional use permit, and if neighborhood opinion is the sole basis for Council decision, it could be overturned in a court of law.

The motion was made by Council Member Ernst, seconded by Council Member Cummings and unanimously carried to approve the Conditional Use Permit for Southwest Minnesota Opportunity Council as presented.

**RECOMMENDATION FOR ALLOCATION OF FUNDING APPROVED - CITY COUNCIL  
ECONOMIC DEVELOPMENT SUB-COMMITTEE**

Steve Robinson, City Administrator, reported that the City Council Economic Development Sub-Committee has been meeting, and is recommending that Staff be directed to engage Worthington Public Utilities management to look at the opportunity of a joint housing development program, with a recommendation to fund the program at \$3 million. The program would include a new single-family development for middle and upper market homes, and completing development of an area well suited for starter homes. The Committee was making the following City funding recommendations:

- Allocating \$1.5 million from Hospital sales proceeds to establish a housing development program
- Allocating \$2.5 million from Hospital sales proceeds to the Community Growth Committee for their continued work in the area of quality of life amenities. In addition to those funds, the City Council has previously directed \$300,000 from the aquatic center fund and \$1.2 million that was allocated for construction of the Buss Field soccer complex.
- Teaming up with groups that have indicated their support to raise private funds for quality of life projects.

Jennifer Weg, Kelly Van Grouw, and Kim Milbrandt were present at the meeting and spoke of the challenges their organizations face when trying to recruit employees to the community - with housing and amenities the big issues.

The motion was made by Council Member Cummings to move this forward as recommended.

Council Member Janssen said he did not agree with the housing development - it's tough for private builders to come in because they have to compete with government.

Council Member Oberloh said he would second the motion if it included directing staff to engage the Public Utilities. Council Member Cummings said it would.

The following Council Members voting in favor of the motion: Oberloh, Cummings, Ernst, Harmon; and the following Council Members voting against the motion: Janssen.

### **AG LEASE**

Steve Robinson, City Administrator, said prior to filing the legal claims with the courts for this lease as directed by Council, the Lessee submitted a payment of one-fifth of the amount owed and offered to pay off the entire obligation in four additional payments due on or before November 1, 2018, 2019, 2020 and 2021. Staff was recommending that, if Council accepted the payment offer, the Lessee shall also sign a promissory note and confession of judgement prepared by the City's legal counsel.

Council Member Oberloh said he would only support accepting the offer of payment if it included interest and legal fees. Council Member Janssen said he could not support it at all as the rent was already due - it's in motion.

The motion was made by Council Member Oberloh and seconded by Council Member Cummings to make a one-time offer to the Lessee that he signs a promissory note for five equal payments with 5% interest added to each payment, the Confession of Judgement, and all legal fees. On a request for clarification from Steve Robinson, City Administrator, regarding the interest as it applies to the payment already received, Council Member Oberloh clarified the interest would be attached to the remaining payments. Council Member Cummings seconded the clarified motion, with the following Council Members voting in favor of the motion: Oberloh, Cummings, Ernst, Harmon; and the following Council Members voting against the motion: Janssen. Motion carried.

A motion was then made by Council Member Oberloh and seconded by Council Member Ernst that if the offer is rejected we go immediately to collect the entire amount, with the following Council Members voting in favor of the motion: Oberloh, Cummings, Ernst, Harmon; and the following Council Members voting against the motion: Janssen. Motion carried.

### **CHANGE ORDER NO. 2 TO LIQUOR STORE PROJECT APPROVED**

As part of the Liquor Store Remodeling project, one of the bid alternatives specified removing the existing wall panels and replacing them with new metal wall panels that would complement the

exterior finish of the north and south additions. The bid for this was rejected at \$115,000. Council directed City staff to work with the Contractor to identify options that may reduce the cost and still meet intent.

Salonek Construction submitted a change order proposal that conforms to the objective of the project, which results in an increase of \$60,490.00

The motion was made by Council Member Cummings, seconded by Council Member Janssen and unanimously carried to approve Change Order No. 2 to the Liquor Store project in the amount of \$60,490.00.

#### **BUDGET AMENDMENT TO THE 2017 WORTHINGTON FIRE DEPARTMENT ERS APPROVED**

The Worthington Fire Department was requesting Council approval of a budget amendment in the amount of \$12,510.40 to the 2017 ERS, to allow them to purchase 32 new pagers this year. Replacement of the pagers is included in the 2018 budget, however, they can be purchased at a reduced price now, resulting in a savings of over \$2,000. In addition, the current models are no longer sold and must be sent away for servicing when needed. The current ERS reserves has a balance of \$19,465.

The motion was made by Council Member Harmon, seconded by Council Member Cummings and unanimously carried to approve the requested budget amendment to the 2017 Worthington Fire Department ERS as requested.

#### **RESOLUTION NO.'S 2017-11-01, 2017-11-02, AND 2017-11-03 ADOPTED ACCEPTING PARK BENCH DONATIONS**

Todd Wietzema, Public Works Director, said the Park and Recreation Advisory Committee has received the following requests from two parties to place three benches in City parks and along the bike trails:

- Bedford Industries - at Ludlow Park in honor of Bedford and Ruth Ludlow
- Bedford Industries - at Ludlow Park in honor of Mr. And Mrs. H.J. Ludlow
- WHS Class of 1967 - on Crailsheim Drive near ballfield, between Fox Farm and the Meadows.

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

RESOLUTION NO. 2017-11-01

A RESOLUTION ACCEPTING A DONATION OF PERSONAL PROPERTY (Bedford Industries)

(Refer to Resolution File for complete copy of Resolution)

RESOLUTION NO. 2017-11-02

A RESOLUTION ACCEPTING A DONATION OF PERSONAL PROPERTY (Bedford Industries)

(Refer to Resolution File for complete copy of Resolution)

RESOLUTION NO. 2017-11-03

A RESOLUTION ACCEPTING A DONATION OF PERSONAL PROPERTY (WHS Class of 1967)

(Refer to Resolution File for complete copy of Resolution)

**RESOLUTION NO. 2017-11-04 ADOPTED VACATING SANITARY SEWER EASEMENT**

Prior to the platting of South Lake Subdivision, a sanitary sewer was proposed to be constructed south of First Avenue SW and immediately east of Knollwood Drive for a condominium development. As such, a utility easement was granted to the City. Following that, the proposed development was rearranged and the sanitary sewer was constructed, in part, in a different location. Dwayne Haffield, Director of Engineering, noted the original easement conflicts now with the current plan for structure locations and should be vacated. The Water and Light Commission has concurred with the recommendation to vacate the easement.

The motion was made by Council Member Oberloh, seconded by Council Member Janssen and unanimously carried to adopt the following resolution vacating the easement:

RESOLUTION NO. 2017-11-04

VACATING AN EASEMENT IN LOT 1, BLOCK 1, SOUTH LAKE SUBDIVISION

(Refer to Resolution File for complete copy of Resolution)

**2018 STORM WATER UTILITY FUND BUDGET APPROVED AND FIRST READING OF PROPOSED ORDINANCE TO AMEND STORM SEWER UTILITY RATES**

Staff presented the proposed 2018 Storm Water Utility Fund Budget, which was reviewed by Council at its November 6, 2017 special meeting. The budget requires \$633,728 in utility operating revenue, or \$39,976 more than the 2017 budget. An increase in reserves for future capital

improvements is due to the commitment to the County Ditch 12 flood mitigation improvement. A rate increase of 6% would be necessary with approval of the proposed budget, which would take the annual fee per acre for residential from \$249.00 to \$264.00.

The motion was made by Council Member Cummings, seconded by Council Member Harmon and unanimously carried to approve the 2018 Storm Water Utility Fund Budget and to give a first reading to a proposed ordinance to amend Chapter 54, Section 54.04 of the City Code as follows:

(C) The annual fee per acre for residential is \$264.00

If successfully given a third reading, the ordinance would take effect January 1, 2018.

**2018 STREET LIGHTING FUND BUDGET APPROVED AND FIRST READING OF A PROPOSED ORDINANCE TO AMEND CHAPTER 55 OF THE CITY CODE**

Staff presented the 2018 Street Lighting Fund Budget pursuant to direction by Council at its November 6, 2017 special meeting. Dwayne Haffield, Director of Engineering, said the budget included no rate increase, but would provide for an increase in reserves reflecting the projected decrease in expenses for electric utilities. At their November 6<sup>th</sup> special meeting, Council had expressed an interest in lighting some of the paths. Mr. Haffield said a review of the current ordinance showed it is neither precluded or specifically allowed it. The City Attorney concurred that it would be appropriate to amend Chapter 55 of the City Code to define "Street Lighting System." Staff presented a proposed ordinance that would amend Chapter 55 of the City Code as follows:

Worthington City Code, Title V, Chapter 55, Section 55.03 is hereby amended to add the following definition:

***Street Lighting System.*** Network of lighting equipment designed and used for illumination of streets, alleys and other public ways used by vehicles or pedestrians for travel.

The motion was made by Council Member Oberloh, seconded by Council Member Harmon and unanimously carried to approve the 2018 Street Lighting Fund Budget and give a first reading to the proposed ordinance

**SPECIAL COUNSEL APPOINTED FOR EMINENT DOMAIN PROCEEDINGS**

Dwayne Haffield, Director of Engineering, reported that the property acquisitions needed for the County Ditch 12 flood mitigation project is moving along. Of the two larger parcels and seven smaller parcels needed for the project, options have been obtained for five, and the need for one has been eliminated by minor redesign. Three acquisitions still need to be settled, and the status of them varies. Mr. Haffield said the appointment of special counsel is to be ready for eminent domain

proceedings.

Five proposals were received for legal services, and after being scored by the City Attorney and the City Engineer, the firm of Flaherty and Hood, P.A. was ranked the highest.

The motion was made by Council Member Cummings, seconded by Council Member Ernst and unanimously carried to appoint Flaherty and Hood, P.A. as special counsel for eminent domain proceedings pertaining to the CD 12 flood mitigation project, and to authorize the Mayor and Clerk to execute the contract.

#### **FIRST READING PROPOSED ORDINANCE CHANGE OF ZONE - T&S RENTALS LLC**

T&S Rentals had submitted an application to rezone 19,969 square feet of property it owns from its current "R-3" - Low Density Preservation Residential designation to "B-3" - General Business. The property is legally described as:

North 200 feet of Lot 10, Block 53, Second Addition to Worthington, Nobles  
County, Minnesota

The property directly abuts residential districts on three sides, and had originally been identified for residential development. However, this parcel, and one other adjoining it, do not abut a public right-of-way, and so are non-conforming and would not be allowed today. Jason Brisson, Director of Community Development, Planning, Zoning and Building Services, noted this re-zoning would provide the same benefits cited in the issuing of the conditional use permit for adjacent parcel 31-0452-000.

The Planning Commission considered the request at their November 6, 2017 meeting, and after holding a public hearing, voted unanimously to recommend Council approval of the requested change of zone.

The motion was made by Council Member Cummings, seconded by Council Member Ernst and unanimously carried to give a first reading to a proposed ordinance that would rezone the property from its current "R-3" - Low Density Preservation Residential to "B-3" - General Business.

#### **CONDITIONAL USE PERMIT APPROVED - T & S RENTALS LLC**

T & S Rentals submitted an application for a Conditional Use Permit that would allow placement of four storage units with 9 foot sidewalls covering a cumulative total of 9,240 square feet on property they own at 628 Tenth Avenue. Warehousing is permitted through a conditional use permit in the "B-3" - General Business District, which is the proposed zoning classification for the entire subject property. The legal description of the subject property is:

A tract of land in the SE 1/4 NW 1/4 of Section 23, Township 102, Range 40, in the City of Worthington, described as follows:

Commencing at the point of intersection of the north line of Tenth Avenue and the Railroad Company's main track; thence southeasterly along the centerline of said Railroad Company's main track a distance of 349 feet; thence southwesterly perpendicular to the centerline of said Railroad Company's main track a distance of 90 feet to the point of beginning; thence continuing southwesterly perpendicular to the centerline of said Railroad Company's main track a distance of 205 feet, more or less, to the west line of Lot 4 in Block 53 of the Second Addition to the City of Worthington; thence north along said west line of Lot 4 a distance of 340 feet, more or less, to the south line of Tenth Avenue; thence east along said south line of Tenth Avenue a distance of 65 feet, more or less, to a point on a line parallel with and 90 feet from the centerline of said Railroad Company's main track; thence southeasterly along said parallel line a distance of 305 feet, more or less, to the point of beginning.

Together with:

A parcel of land in Nobles County, Minnesota, described as follows:

In Block 53, Second Addition to the City of Worthington, Nobles County, Minnesota, in the West Half of Section 23, Township 102 North, Range 40 West; commencing at the Northwest corner of Albinson and Boberg's Subdivision thence Westerly along the South line of Tenth Avenue for a distance of approximately 200.41 feet; thence Southeasterly along the Easterly line of a parcel Grantor's predecessor conveyed to Alvin Krusemark by Quit Claim Deed dated December 26, 1969, recorded as Document No. 179229, for a distance of approximately 306.24 feet; thence Southwesterly along the Southerly line of a parcel conveyed to Alvin Krusemark for a distance of approximately 178.62 feet; thence Southerly along the West line of Lot 11, Block 53 for a distance of 210 feet; thence Easterly along the North line, extended, of that parcel Grantor's predecessor conveyed to L.P. Deuel and Louise K. Deuel, by Quit Claim Deed dated January 18, 1956 for a distance of approximately 375 feet; thence North 17 degrees 46 minutes West, more or less, along the West line of that parcel Grantor's predecessor conveyed to Lampert Lumber Yard by Quit Claim Deed dated May 27, 1970, for a distance of 410.95 feet; thence North 72 degrees 14 minutes East, more or less, along the Northerly line of that parcel conveyed to Lampert Lumber Yard, for a distance of 79.97 feet; thence North 17 degrees 46 minutes West, more or less, for a distance of approximately 145.72 feet to the point of the beginning.

Except:

That part of Lots 1, 2 and 3 of Block 53 of Second Addition to the City of Worthington, Nobles County, Minnesota, described as follows:



Beginning at the Northwest corner of Albinson and Boberg's Subdivision, according to the recorded plat thereof; thence on an assumed bearing of South 17 degrees 46 minutes 00seconds East, along the westerly line of said Albinson and Bobergs Subdivision, a distance of 145.72 feet to an iron monument; thence South 72 degrees 14 minutes 10 seconds West, a distance of 79.97 feet to an iron monument; thence South 17 degrees 46 minutes 00 seconds East, a distance of 28.00 feet to an iron monument; thence South 72 degrees 14 minutes 00 seconds West, a distance of 70.00 feet to an iron monument; thence North 13 degrees 49 minutes 00 seconds West, a distance of 221.73 feet to an iron monument located on the north line of Block 53 of said Second Addition; thence South 88 degrees 20 minutes 44 seconds East, along said north line, a distance of 142.82 feet to the point of beginning.

The Planning Commission considered the request at their November 6, 2017 meeting, and after holding a public hearing, voted unanimously to approve the conditional use permit pending the approval of the re-zoning of parcel 31-0466-000, and subject to the following conditions:

1. The applicant properly screens any trash areas in compliance with the Zoning Ordinance;
2. The applicant properly provides off-street parking facilities that are in compliance with the Zoning Ordinance;
3. The applicant provides vertical landscaping in the form of trees along the west and south property edges where no private fencing currently exists;
4. The applicant agrees to store all customer property in storage units; and
5. The proposed improvements are completed in accordance with an updated site plan including tree placement and sidewall illustrations.

The motion was made by Council Member Oberloh, seconded by Council Member Cummings and unanimously carried to approve the Conditional Use Permit as recommended by the Planning Commission.

#### **RESOLUTION ADOPTED AUTHORIZING EXECUTION OF AMENDMENT AND RESTATEMENT OF JOINT RESOLUTION**

When the City recently adopted an ordinance to annex property north of new Trunk Highway 59/60 and west of West Gateway Drive, the City utilized an annexation process provided for by state statute for property not covered in an Orderly Annexation Agreement. The determination that the area to be annexed was not included in the Orderly Annexation Area in the Annexation Agreement passed by the City and Township in 1972 was based on mapping the City has on file. Upon filing the recently passed ordinance with the State, State staff discovered that the map the City used did not match what the State has, and therefore, could not approve the annexation. Of the options provided by the State, it was decided to amend the 1972 agreement to remove the 300 foot wide strip, which would allow the ordinance to be passed without otherwise going through the process again.

The motion was made by Council Member Oberloh, seconded by Council Member Cummings and unanimously carried to adopt the following resolution authorizing Execution of Amendment and Restatement of Joint Resolution:

AMENDMENT AND RESTATEMENT OF JOINT RESOLUTION

IN THE MATTER OF THE ORDERLY ANNEXATION BETWEEN  
THE CITY OF WORTHINGTON AND WORTHINGTON TOWNSHIP  
PURSUANT TO MINNESOTA STATUTES § 414.0325

WHEREAS, a Joint Resolution designating certain territory for orderly annexation of certain lands located within Worthington Township, County of Nobles, Minnesota was adopted by the City of Worthington on September 1, 1972 and by the Town of Worthington (Worthington Township) on August 25, 1972 and was filed with the Minnesota Municipal Commission on September 5, 1972 which is now on file at the Minnesota Boundary Adjustment Reporting System as docket A-2158(OA); and

WHEREAS, a small tract of land was inadvertently included within the legal description set forth in the Joint Resolution as being subject to the orderly annexation and excepted from the legal description setting forth the land subject to immediate annexation; and

WHEREAS, the City of Worthington and Worthington Township desire to correct the legal descriptions in the original Resolution; and

NOW, THEREFORE, BE IT RESOLVED, jointly by the City Council of the City of Worthington and the Township Board of Worthington Township that the September 5, 1972, is hereby amended and restated in its entirety as follows:

JOINT RESOLUTION OF THE CITY OF WORTHINGTON AND THE TOWN OF  
WORTHINGTON, COUNTY OF NOBLES, STATE OF MINNESOTA, DESIGNATING  
CERTAIN TERRITORY SITUATED WITHIN SAID TOWN AS IN NEED OF ORDERLY  
ANNEXATION AND REQUESTING IMMEDIATE ANNEXATION OF A PART THEREOF

WHEREAS, there is currently before the Minnesota Municipal Commission as proceeding requesting the annexation of certain territory situated within the Towns of Worthington and Lorain to the City of Worthington, which proceeding has been designated by the Minnesota Municipal Commission as docket A-2125, and

WHEREAS, the Town of Worthington and the City of Worthington desire to resolve this matter by mutual agreement, and

WHEREAS, it is anticipated by the Town of Worthington and the City of Worthington that all of the following described territory may ultimately become urban or suburban in nature,

All of that land in T102N, R40W, County of Nobles, State of Minnesota, lying within the following described line, to wit:

Beginning at the NE corner of Sec. 13; thence W on the N line of Sec. 13 to a point 1325 feet E of the NW corner of Sec. 13; thence N on the E line of the SW 1/4 of the SW 1/4 of Sec. 12 to the NE corner thereof; thence W on the N line of the SW 1/4 of the SW 1/4 of Sec. 12 to the NW corner thereof; thence continue W on the extension of said N line a distance of approximately 75 feet to the Westerly right-of-way line of Minnesota Trunk Highway 59; thence Southerly on said right-of-way line to the Northerly right-of-way line of the township road running along the S line of Sec. 11; thence Westerly on said township road right-of-way line approximately 801 feet to a point; thence S and parallel to the E line of Sec. 14 to a point 33 feet N of the E and W 1/4 line of Sec. 14; thence W to the W line of Sec. 14; thence S on said W line to the E 1/4 corner of Sec. 15; thence W on the E and W 1/4 line of Sections 15 and 16 to the center of Section 16; thence S on the N & S 1/4 line of Sections 16, 21, and 28 to the center of Sec. 28; thence E to the E line of the W 1/2 of the SE 1/4 of Sec. 28; thence S on said E line to the S line of Sec. 28; thence E on said S line to the SE corner of Sec. 28; thence S 50 feet on the W line of Sec. 34; thence E and parallel to the N line of Sec. 34 to a point on the Southerly right-of-way line of Minnesota Trunk Highways 59 and 60; thence Northeasterly along said right-of-way line to the intersection of said right-of-way line and the 1/4 line of Sec. 26; thence E along said 1/4 line to the Westerly right-of-way line of the township road running on the E 1/16 line of Sec. 26; thence S on said right-of-way line to the Southerly right-of-way line of the township road running on the 1/4 line of Sec. 26; thence Easterly on said right-of-way line to the W line of Sec. 25; thence N on said W line to the NW corner of the SW 1/4 of Sec. 25; thence E on the 1/4 line of Sec. 25 to the E line of Sec. 25; thence N on the E line of Sections 25, 24 and 13 to the point of the beginning.

Except that land presently situated within the boundaries of the City of Worthington; and

WHEREAS, the following described part of the above described territory is now urban or suburban in nature or about to become so and requires urban services which the City of Worthington is willing and capable of providing with a five year period,

All of that land in T102N, R40W, County of Nobles, State of Minnesota, lying within the following described line, to wit:

Beginning at the NE corner of Sec. 13; thence W on the N line of Sec. 13 to a point 1325 feet E of the NW corner of Sec. 13; thence N on the E line of the SW 1/4 of the SW 1/4 of Sec. 12 to the NE corner thereof; thence W on the N line of the SW 1/4 of the SW 1/4 of Sec. 12 to the NW corner thereof; thence continue W on the extension of said N line a distance of

approximately 75 feet to the Westerly right-of-way line of Minnesota Trunk Highway 59; thence Southerly on said right-of-way line to the Northerly right-of-way line of the township road running along the S line of Sec. 11; thence Westerly on said township road right-of-way line approximately 801 feet to a point; thence S and parallel to the E line of Sec. 14 to a point 33 feet N of the E and W 1/4 line of Sec. 14; thence W to the W line of Sec. 14; thence S on said W line to the E 1/4 corner of Sec. 15; thence W on the E and W 1/4 line of Sections 15 and 16 to the center of Section 16; thence S on the N & S 1/4 line of Sections 16, 21, and 28 to the center of Sec. 28; thence E to the E line of the W 1/2 of the SE 1/4 of Sec. 28; thence S on said E line to the S line of Sec. 28; thence E on said S line to the SE corner of Sec. 28; thence S 50 feet on the W line of Sec. 34; thence E and parallel to the N line of Sec. 34 to a point on the Southerly right-of-way line of Minnesota Trunk Highways 59 and 60; thence Northeasterly along said right-of-way line to the intersection of said right-of-way line and the 1/4 line of Sec. 26; thence E along said 1/4 line to the Westerly right-of-way line of the township road running on the E 1/16 line of Sec. 26; thence S on said right-of-way line to the Southerly right-of-way line of the township road running on the 1/4 line of Sec. 26; thence Easterly on said right-of-way line to the W line of Sec. 25; thence N on said W line to the NW corner of the SW 1/4 of Sec. 25; thence E on the 1/4 line of Sec. 25 to the E line of Sec. 25; thence N on the E line of Sections 25, 24 and 13 to the point of the beginning.

Except that land presently situated within the boundaries of the City of Worthington; and

All that part of the NE 1/4 of Sec. 13 lying Easterly of the W 500 feet; and

All that part of the NW 1/4 of Sec. 13 lying Westerly of the E 500 feet and Easterly of the W 400 feet; and

The SW 1/4 of the SW 1/4 of Sec. 12 lying Easterly of the W 471 feet and Southerly of the N 99 feet; and

The N 1/2 of the SW 1/4 of Sec. 15; and

The SE 1/4 of Sec. 16; and

The E 1/2 of Sec. 21; and

The W 80 feet of the SW 1/4 of the SW 1/4 of Sec. 22 lying S of the present corporate limits of the City of Worthington and N of Nobles County Road 9; and

All that part of the W 1/2 of the NE 1/4 of Sec. 28 lying S of the N 856 feet; and

All that part of Sec. 25 lying Southerly of Minnesota State Trunk Highways 59 and 60 and Southerly of the center line of Nobles County Ditch 6; and

All that land within a line beginning at the NE corner of Sec. 24, thence W 320 feet to the E right-of-way line of the C. and N. W. Ry., thence Southwesterly on said right-of-way a distance of 1542.8 feet to a point; thence E and parallel with the N line of Sec. 24 a distance of 1236 feet to a point 840 feet S of the point of the beginning; thence N on the E line of Sec. 24 to the point of the beginning.

RESOLVED, that the Town of Worthington and the City of Worthington designate the following described territory to be in need of orderly annexation, pursuant to and in accordance with the Minnesota Statutes 414.032, and confer jurisdiction over annexations within said territory to the Minnesota Municipal Commission.

All of that land in T102N, R40W, County of Nobles, State of Minnesota, lying within the following described line, to wit:

Beginning at the NE corner of Sec. 13; thence W on the N line of Sec. 13 to a point 1325 feet E of the NW corner of Sec. 13; thence N on the E line of the SW 1/4 of the SW 1/4 of Sec. 12 to the NE corner thereof; thence W on the N line of the SW 1/4 of the SW 1/4 of Sec. 12 to the NW corner thereof; thence continue W on the extension of said N line a distance of approximately 75 feet to the Westerly right-of-way line of Minnesota Trunk Highway 59; thence Southerly on said right-of-way line to the Northerly right-of-way line of the township road running along the S line of Sec. 11; thence Westerly on said township road right-of-way line approximately 801 feet to a point; thence S and parallel to the E line of Sec. 14 to a point 33 feet N of the E and W 1/4 line of Sec. 14; thence W to the W line of Sec. 14; thence S on said W line to the E 1/4 corner of Sec. 15; thence W on the E and W 1/4 line of Sections 15 and 16 to the center of Section 16; thence S on the N & S 1/4 line of Sections 16, 21, and 28 to the center of Sec. 28; thence E to the E line of the W 1/2 of the SE 1/4 of Sec. 28; thence S on said E line to the S line of Sec. 28; thence E on said S line to the SE corner of Sec. 28; thence S 50 feet on the W line of Sec. 34; thence E and parallel to the N line of Sec. 34 to a point on the Southerly right-of-way line of Minnesota Trunk Highways 59 and 60; thence Northeasterly along said right-of-way line to the intersection of said right-of-way line and the 1/4 line of Sec. 26; thence E along said 1/4 line to the Westerly right-of-way line of the township road running on the E 1/16 line of Sec. 26; thence S on said right-of-way line to the Southerly right-of-way line of the township road running on the 1/4 line of Sec. 26; thence Easterly on said right-of-way line to the W line of Sec. 25; thence N on said W line to the NW corner of the SW 1/4 of Sec. 25; thence E on the 1/4 line of Sec. 25 to the E line of Sec. 25; thence N on the E line of Sections 25, 24 and 13 to the point of the beginning.

Except that land presently situated within the boundaries of the City of Worthington.

RESOLVED FURTHER, that the Town of Worthington and the City of Worthington request immediate annexation of the following described territory.

All of that land in T102N, R40W, County of Nobles, State of Minnesota, lying within the following described line, to wit:

Beginning at the NE corner of Sec. 13; thence W on the N line of Sec. 13 to a point 1325 feet E of the NW corner of Sec. 13; thence N on the E line of the SW 1/4 of the SW 1/4 of Sec. 12 to the NE corner thereof; thence W on the N line of the SW 1/4 of the SW 1/4 of Sec. 12 to the NW corner thereof; thence continue W on the extension of said N line a distance of approximately 75 feet to the Westerly right-of-way line of Minnesota Trunk Highway 59; thence Southerly on said right-of-way line to the Northerly right-of-way line of the township road running along the S line of Sec. 11; thence Westerly on said township road right-of-way line approximately 801 feet to a point; thence S and parallel to the E line of Sec. 14 to a point 33 feet N of the E and W 1/4 line of Sec. 14; thence W to the W line of Sec. 14; thence S on said W line to the E 1/4 corner of Sec. 15; thence W on the E and W 1/4 line of Sections 15 and 16 to the center of Section 16; thence S on the N & S 1/4 line of Sections 16, 21, and 28 to the center of Sec. 28; thence E to the E line of the W 1/2 of the SE 1/4 of Sec. 28; thence S on said E line to the S line of Sec. 28; thence E on said S line to the SE corner of Sec. 28; thence S 50 feet on the W line of Sec. 34; thence E and parallel to the N line of Sec. 34 to a point on the Southerly right-of-way line of Minnesota Trunk Highways 59 and 60; thence Northeasterly along said right-of-way line to the intersection of said right-of-way line and the 1/4 line of Sec. 26; thence E along said 1/4 line to the Westerly right-of-way line of the township road running on the E 1/16 line of Sec. 26; thence S on said right-of-way line to the Southerly right-of-way line of the township road running on the 1/4 line of Sec. 26; thence Easterly on said right-of-way line to the W line of Sec. 25; thence N on said W line to the NW corner of the SW 1/4 of Sec. 25; thence E on the 1/4 line of Sec. 25 to the E line of Sec. 25; thence N on the E line of Sections 25, 24 and 13 to the point of the beginning.

Except that land presently situated within the boundaries of the City of Worthington; and

All that part of the NE 1/4 of Sec. 13 lying Easterly of the W 500 feet; and

All that part of the NW 1/4 of Sec. 13 lying Westerly of the E 500 feet and Easterly of the W 400 feet; and

The SW 1/4 of the SW 1/4 of Sec. 12 lying Easterly of the W 471 feet and Southerly of the N 99 feet; and

The N 1/2 of the SW 1/4 of Sec. 15; and

The SE 1/4 of Sec. 16; and

The E 1/2 of Sec. 21; and

The W 80 feet of the SW 1/4 of the SW 1/4 of Sec. 22 lying S of the present corporate limits of the City of Worthington and N of Nobles County Road 9; and

All that part of the W 1/2 of the NE 1/4 of Sec. 28 lying S of the N 856 feet; and

All that part of Sec. 25 lying Southerly of Minnesota State Trunk Highways 59 and 60 and Southerly of the center line of Nobles County Ditch 6; and

All that land within a line beginning at the NE corner of Sec. 24, thence W 320 feet to the E right-of-way line of the C. and N. W. Ry., thence Southwesterly on said right-of-way a distance of 1542.8 feet to a point; thence E and parallel with the N line of Sec. 24 a distance of 1236 feet to a point 840 feet S of the point of the beginning; thence N on the E line of Sec. 24 to the point of the beginning.

RESOLVED FURTHER, that the Town of Worthington and the City of Worthington request that the tax differential for all annexations ordered pursuant to this joint resolution be established by the Minnesota Municipal Commission for a five year period.

RESOLVED FURTHER, that the Town of Worthington and the City of Worthington join in moving that the annexation proceeding bearing Minnesota Municipal Commission docket A-2125 be dismissed, insofar as the territory subject to said proceeding is situated within the Town of Worthington.

RESOLVED FURTHER, that the Town of Worthington and the City of Worthington request that the Municipal Commission by order divide said city into rural and an urban taxing district, pursuant to Minnesota Statute 272.57, Subd. 1, and in accordance with the agreement of the parties hereto; and

RESOLVED FURTHER, that this joint resolution be effective upon adoption by both the Town of Worthington and the City of Worthington.

### **COUNCIL COMMITTEE REPORTS**

Mayor Kuhle - Nothing to report.

Council Member Janssen - Reported on a NEON Committee meeting - they talked about Legislative priorities and the SW Minnesota - Marshall Wellness Project was brought to their attention.

Council Member Oberloh - Nothing to report.

Council Member Cummings - Nothing to report.

Council Member Ernst - Public Arts Commission meeting October 26<sup>th</sup> - Nicole DeBoer of the SW MN Arts Commission offered grant writing services. Also attended the NEON Committee meeting and several others - those minutes were in the packet.

Council Member Harmon - Water and Light Commission meeting last Monday - talked about trail

lighting and the water budget for 2018. The CAL Committee is still working on obtaining a 501C3 status, and they are working on producing a Spanish brochure. They will lose three members from their Board at the end of the year.

### **CITY ADMINISTRATOR'S REPORT**

Steve Robinson, City Administrator, asked Council to pick a date and time for the November work session meeting. Following a brief discussion, it was set for Tuesday, November 21, 2017 at 6:30 a.m. Mr. Robinson also reminded Council that Lt. Governor Tina Smith will be here for a town hall meeting on Thursday, November 16<sup>th</sup> at 9:30 a.m. at the Fire Hall. Also, the groundbreaking for the Blue Jay Villas is scheduled for 1:00 p.m. that day.

### **ADJOURNMENT**

The motion was made by Council Member Cummings, seconded by Council Member Janssen and unanimously carried to adjourn the meeting at 8:40 p.m.

Janice Oberloh, MCMC  
City Clerk



# **WATER AND LIGHT COMMISSION MINUTES REGULAR MEETING NOVEMBER 20, 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, Lyle Ten Haken and Deb Weg.

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

Others present, Karl Evers-Hillstrom, Daily Globe

## **AGENDA ADDITIONS/CLOSURE**

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

## **CONSENT AGENDA APPROVED**

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

- Water and Light Commission minutes of the regular meeting held on November 6, 2017
- Staff reports for October 2017
- Utility bills payable totaling \$283,698.03 for November 10 and November 17, 2017

## **FINANCIAL STATEMENTS AND SALES REPORTS**

A motion was made by Commissioner Weg, seconded by Commissioner Harmon and unanimously carried to accept the financial statements and sales reports for October 2017.

## **WASTEWATER DEPARTMENT 2018 STRATEGIC FINANCIAL PLAN**

Scott Hain, General Manager, presented the 2018 Wastewater Department Strategic Financial Plan to the Commission for consideration. The plan includes the WPU purchasing policy, the Wastewater Department budget, five-year operation and maintenance expense summary, five-year capital improvement program, equipment and vehicle revolving schedule, five-year flow of funds summary, rate schedule and typical bills and the reserve account policy.

Mr. Hain reported that the Wastewater Department budget includes a \$49,221 (3.33%) increase in operation and maintenance expenses from 2017 but when considering a reduction with the use of reserves in 2018 the budget results in a \$19,221 (1.36%) increase in “new money” revenue for operation and maintenance expenses.

The fixed asset portion of the budget includes a \$449,670 (51.3%) decrease in total expenditures. After considering the use of reserves, the fixed asset portion of the budget represents a \$23,670 (5.4%) decrease in “new money” revenue compared to 2017.

The net “new money” increase in the proposed operation and maintenance budget and the net “new money” decrease in the fixed asset budget, along with the required increases in reserve funds, results in a 1.17% increase in “new money” revenue required in 2018.

In order to generate sufficient sales revenue to cover expenses, the monthly connection charge would decrease from \$15.72/month to \$15.44/month and the usage charge would increase from \$3.362/1,000 gallons to \$3.479 per 1,000 gallons. The net effect of the proposed rate changes to a residential customer using 5,000 gallons per month would be a \$0.31/month (0.94%) increase in their monthly sewer bill.

A motion was made by Commissioner Harmon, seconded by Commissioner Ten Haken and unanimously carried to approve the 2018 Wastewater Department Strategic Financial Plan, including the proposed sewer rates, as presented.

## **2018 SEWER SERVICE CHARGE SYSTEM**

Pursuant to City Ordinance, the City Council must formally adopt changes to the Sewer Service Charge System at least 30 days prior to any adjustments becoming effective. The Sewer Service Charge System determines the rates required to recover the revenues necessary to accommodate the expenditures included in the Wastewater Department budget.

A motion was made by Commissioner Hagen, seconded by Commissioner Ten Haken and unanimously carried to formally recommend that City Council approve the 2018 Sewer Service Charge System.

## **HOUSING DEVELOPMENT PLAN REQUEST**

Scott Hain, General Manager, presented the Commission with a letter from City Administrator, Steve Robinson, on behalf of the City Council, requesting that the Commission consider matching the \$1.5 million that the City Council approved at their November 13, 2017, meeting for the development of a new single-family residential area for middle and upper market homes and an area well suited for starter homes. The letter also requested that the Commission direct WPU staff to work with City of Worthington staff in creating and establishing the parameters of the program.

While no formal action was taken, the consensus of the Commission was that they were supportive of working with the City on the development of a housing program and indicated a willingness to provide matching funds depending upon the details of the program.

**2018 ELECTRIC BUDGET PREPARATION DISCUSSION**

Scott Hain, General Manager, reported that preparation of the 2018 Electric Department budget continues and requested direction from the Commission on items to include in the budget.

Among items discussed, the Commission indicated their support for including \$3,000 to support the Worthington Concierge program, retaining the current level of financial support to the Worthington Regional Economic Development Corporation and accommodating the potential reclassification of positions within the 2018 Electric Department budget.

**COMMISSION COMMITTEE REPORTS**

Commissioner Weg reported that she attended a Worthington Regional Economic Development Corporation (WREDC) meeting on November 16, 2017. WREDC is considering a strategic planning session for its Board members.

Commissioner Harmon reported that the Coalition of Greater Minnesota Cities (CGMC) secured \$130 million in grant and loan programs in 2017 for wastewater treatment facilities.

Commissioner Hoffmann reported that the Welcome to Worthington solar sign along Highway 60 is not functioning.

**ADJOURNMENT**

A motion was made by Commissioner Hagen, seconded by Commissioner Weg and unanimously carried to adjourn the meeting at 5:21 P.M. President Hoffmann declared the meeting adjourned.

Deb A. Scheidt  
Secretary to the Commission

## **WATER AND LIGHT COMMISSION MINUTES REGULAR MEETING NOVEMBER 6, 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, Lyle Ten Haken and Deb Weg (Commissioner Weg left the meeting at 4:00 P.M.)

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

Others present: Karl Evers-Hillstrom, Daily Globe

### **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 Harmon, seconded by Commissioner Weg and unanimously carried to approve the consent agenda as follows:

- Water and Light Commission minutes of the regular meeting held on October 16, 2017
- Utility bills payable totaling \$222,861.77 for October 20, October 27 and November 3, 2017

### **VACATE SANITARY SEWER EASEMENT**

A motion was made by Commissioner Ten Haken, seconded by Commissioner Harmon and unanimously carried to recommend that City Council vacate the sanitary sewer easement in Document 350888 (Lot 1, Block 1, South Lake Subdivision) and approve the revised easement needed for the sanitary sewer in its location as constructed.

### **TRAIL LIGHTING FUNDING REQUEST**

Scott Hain, General Manager, provided the Commission with a letter from Steve Robinson, City Administrator, sent on behalf of the City Council Community Growth sub-committee. The committee is requesting that the Water and Light Commission consider providing for the lighting of two segments of walking/bike trails within the City. The Commission was also provided with maps showing the two areas the sub-committee desires to be lighted.

Mr. Hain reported that 65 fixtures would be required for lighting the two segments. The estimated cost for the material (fixtures, wire and control eyes) is \$58,300. The estimated cost for labor (approximately 505 hours labor and benefits) is \$17,000.

After discussion on the sub-committee's request, a motion was made by Commissioner Ten Haken, seconded by Commissioner Weg and unanimously carried to incorporate the expenses for the material into the street lighting utility fund and provide the labor by the Electric Department as an in-kind service.

## **WATER DEPARTMENT 2018 STRATEGIC FINANCIAL PLAN**

Scott Hain, General Manager, presented the 2018 Water Department Strategic Financial Plan for consideration. The plan includes the Worthington Public Utilities purchasing policy, the Water Department budget, five-year operation and maintenance expense summary, five-year capital improvement program, equipment and vehicle revolving schedule, five-year flow of funds summary and the reserve account policy.

Mr. Hain reported that the operation and maintenance portion of the 2018 Water Department budget increased 3.6% from \$1,796,960 in 2017 to \$1,860,835 in 2018. After accounting for the use of \$50,000 in reserves the operation and maintenance portion of the budget increased 0.8%. Total new revenue requirements are up from 2017 due to an increase in capital projects. Fixed asset projects, minus projected used of reserves, are up \$133,220 from 2017. Total "new money" revenue requirements are up approximately 4.4%.

In order to generate sufficient sales revenue to cover expenses, the monthly customer charge for 5/8" and 3/4" meter sizes will increase from \$8.00 in 2017 to \$8.50 in 2018. The monthly customer charge for all remaining meter sizes and the residential, commercial and industrial usage charges will remain at the 2017 rates. The net effect of the proposed rate changes to customers with 5/8" or 3/4" meters would be a \$6.00 increase per year.

A motion was made by Commissioner Ten Haken, seconded by Commissioner Harmon and unanimously carried approve the 2018 Water Department Strategic Financial Plan as presented.

## **COMMISSION COMMITTEE REPORTS**

Commissioner Harmon reported that Mayor Kuhle, Council Member Alan Oberloh and he met this summer with a company that designs/constructs pavilions. The group discussed the possibility of constructing a pavilion in the parking lot by the Fire Department to be used for various events held within the community. Commissioner Harmon also reported that the King Turkey Day committee has requested an increase in financial support from the City of Worthington for King Turkey Day.

Commissioner Hoffmann reported that he attended an Employee Advisory Committee meeting on October 31, 2017.

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Commissioner Ten Haken attended a Lewis and Clark Joint Powers Board (JPB) meeting on October 25, 2017, in Luverne, Minnesota, and was appointed as Vice President to the JPB. During the meeting, signatures were obtained to receive funding from the State of Minnesota for the project.

**ADJOURNMENT**

A motion was made by Commissioner Hagen, seconded by Commissioner Harmon and unanimously carried to adjourn the meeting at 5:06 P.M. President Hoffmann declared the meeting adjourned.

Deb A. Scheidt  
Secretary to the Commission

**City of Worthington**  
**Park and Recreation Advisory Board Minutes**  
**7:00 a.m. - Monday, October 30, 2017**

Members present: Nick Raymo, Scott Langerud, Ken Jansen, Joe Anderson, and Alan Oberloh  
Members absent: Jacoba Nagel  
Staff present: Todd Wietzema, Scott Rosenberg, and Mindy Eggers.

**CALL TO ORDER**

The meeting was called to order at 7:02 a.m. by Chairman Nick Raymo.

**APPROVAL OF MINUTES**

A motion was made by Alan Oberloh, seconded by Scott Langerud and unanimously approved to accept the minutes of the August 14, 2017 and September 13, 2017 meetings.

**APPROVAL OF AGENDA - ADDITIONS/DELETIONS**

A motion was made by Alan Oberloh, seconded by Joe Anderson and unanimously approved to accept the agenda as presented.

**PARK ADVISORY BOARD BUSINESS**

Bench Donations - Mr. Wietzema stated that three proposed bench donation applications have been received for consideration.

The first bench donation application has been received from WHS Class of 1967, a donation from the 50<sup>th</sup> class reunion, and has been requested to be placed on Crailsheim Drive near the ballfield between Fox Farm Road and The Meadows, it will replace an existing bench.

The second bench donation application has been received from Bedford Industries, honoring Bedford and Ruth Ludlow and has been requested to be placed in Ludlow Park.

A third bench donation application has been received from Bedford Industries, in honor of Mr. & Mrs. H.J. Ludlow, who gave the Okabena Apple to the World, this bench has been requested to be placed in Ludlow Park next to the previously mentioned donated bench.

A motion was made by Ken Jansen, seconded by Scott Langerud and unanimously approved to accept the park bench donations.

Park Plan Update - Mr. Wietzema stated that 224 surveys were filled out and are being analyzed at this time. The group is currently putting the data together and will be coming up with a preliminary plan that will be presented to the board at the next meeting in November and then will be presented to the City Council at the December 11<sup>th</sup> meeting.

Buss Field Soccer Update - Mr. Wietzema said that the from May 15<sup>th</sup> to October 20<sup>th</sup>, a total of 190 soccer games and 10 youth football league games were played at the soccer fields. The Adult soccer league had 18-20 teams that practiced and played weekly. As of right now, two of the fields have been over seeded and aerated. Mr. Wietzema stated that the season went really well.

**SUPERVISOR'S REPORT**

Mr. Rosenberg informed the board that the park bathrooms have been winterized, it was a very long mowing season and leaf clean-up continues. All of the docks have been removed except for Sunset Park and that will be taken out this week. The new dock for Sunset Park has not arrived yet. Olson Park Campground will remain open at this time.

**OTHER BUSINESS**

Mr. Wietzema stated that the Winterfest Committee has asked that areas on the lake be flooded for the activities if weather conditions are favorable. A chip and put contest may also be held in Olson Park if weather allows.

**ADJOURNMENT**

A motion was made by Alan Oberloh, seconded by Joe Anderson and unanimously approved to adjourn the meeting at 7:18 a.m.



# **WORTHINGTON PUBLIC ARTS COMMISSION**

**Minutes: Thursday, October 26, 2017**

**Worthington City Council Chambers**

**Members Present:** Antonio Madrigal, Gail Holinka, Amy Ernst, Cheryl Avenel-Navarra Navarra, Tammy Mackrem. Guest- Nicole DeBoer Southwest MN Arts Council.

**Meeting was called to order at 5:15 pm**

**Minutes- Motion to approve September 21st minutes by Cheryl, seconded by Amy, motion carried.**

**SMAC Support-** Nicole DeBoer was present to share information about the Southwest MN Arts Council. She passed out a grant report for Nobles County to show members how much funding has been designated to various cities and organizations in our region. Because we are under the City of Worthington we are considered a formal government commission, this means we can not apply for operational grants. We are able to apply for the largest grants which is best; She mentioned these larger grants as the “Big Brother, and Arts and Legacy grants”, the latter of which we have received in the past on two occasions. She suggested we consider using the planning grants they offer to do call for artists on future projects. Some have monthly deadlines, others further apart. This helps organizations as they usually require some compensation for the work they do to develop plans/designs for future project consideration. A time for questions and answers offered members a chance to seek additional information. Although Nicole mentioned that the on line application process is quite easy to do, Tammy commented that she disagrees in part. They are a lot of work. Gail agreed that even though it is on line, it is a very time consuming process.

**Harmony Park–** No new updates.

**Ameilia Earhart Sculpture-** No new updates.

**Event Center Globe –** Holly Sieve has been in and out of the office due to a family emergency. Gail left a message to request she just get back to her when there are any new updates. Amy said when the Community Growth Community met recently they saw some design concepts for the end of 10<sup>th</sup> Street and there was a type of Globe Sculpture as part of the concept she saw. She suggested maybe this new location is something to consider as an alternate site. We will wait to see what transpires and keep this in mind.

**Windsurfer Mural Replacement at Sailboard Beach-** Duba Sheet Metal bent the flat black metal, charge was \$50. The end boards were trimmed to fit better and then repainted. Dave Holinka installed the tin cover for the top, then attached end boards to give it a finished look. Everything looks very nice although there are still no signs to identify the project. Gail noticed the Turtle has signs of wear, some slight swelled areas at the seams. Hopefully the metal cap will help prevent accelerated deterioration.

**Underpass Mural-** Gail mentioned this idea to Nicole who said the panel really likes projects that involve community involvement. Grant would be a good possibility for this and a Gail mentioned there are many talented artists in our area. Nicole said a grant could pay to hire a lead artist, working with teaching artists to create the layout and then allow community members to paint sections. We could try to develop a “mural team”, to work with artists, youth and adults.

**Budget Request-** Todd mentioned he heard the approved amount for the WPAC budget was 4,500. Of the 50,00 requested budget. Gail emailed Steve also, and he confirmed this was the amount and it will be presented in Dec. for approval.

Gail has asked if a Public Arts Master Plan could be included as part of the new City's new Comprehensive Plan. Jack Becker of Forecast Public Art is willing to work with them to help in the process.

**Partnership Art- Design Worthington** There has not been any new developments since some members were out of town. Brady said he is planning to call a meeting next week. ArtPlace has hired a videographer, Chris Johnson came and took the footage for the video they are creating to showcase the Partnership Art Projects for the MN Housing Partnership. It went well according to Chris. He is doing this with other Creative Development Investment cities and will be putting something together for ArtPlace.

**Partnership Art -Artmobile update-** The newest information is that the bus prices has been determined. Starting price is at 1,000. Before they are posted for sale/bids to the public, Karen De Boer is checking to see if MN Dot will allow SMOC to just sell it outright to us. She is waiting to hear back from them at this time. Cheryl had a question about the Bus Shelter at the new appt. if there is plans for are doing some art there. We should contact the contractor to see what designs look like. There was a plan to do some kind of planters that were to be created by residents, Bobbie and Gail are waiting for a future meeting to be called by SWMHP staff, before the ideas for these plans can move forward.

**Budget Prioritization-** Since the budget of \$4,500. was significantly below the requested \$50,000. Gail asked if there members want to help determine what should have priority. Steve mentioned to Gail that some of this could be used to pay someone to write a grant. It may also be beneficial to help with outreach to bring more stakeholders on board, through fundraising effort and public education. Once the DW team is finished with their work, the plan was to transfer the website to the WPAC. We will need someone to help keep that up. Amy felt the costs are fairly minimal to maintain the domain and pay annual/biannual hosting fees. We do not have anyone that is willing to help at this time. Gail will seek more information from Jackie (web creator for DW) when Brady calls the next DW Team meeting and see if Pam would be able and willing to help out with this.

**Growth Committee-** Amy updated everyone on future proposed projects that have been in discussion: bathroom updates being rotated between parks. Cheryl wondered about some plaques for our various projects to help visitors to make meaning about what the works are. Similar to the Google Map it can connect people to the works. Gail thought she could teach Antonio how to create "auras" using the Arasma Ap. This can be very educational too.

With no new business presented,

**Meeting called to adjourned: Amy, seconded Tammy @ 6:28pm**

**Next Meeting Proposed for November 16<sup>th</sup>**

**Minutes respectfully submitted by Gail Holinka**

Heron Lake Watershed District (HLWD)  
Regular Meeting  
September 19, 2017

**1. Call to Order**

Bruce Leinen called the meeting to order at 7:00 p.m.

Managers present: Bruce Leinen, Jim Buschena, Gary Ewert, Harvey Kruger, and Wayne Rasche

Staff: Jan Voit and Catherine Wegehaupt

Others: Mona Henkels, Murray SWCD; Julie Lopez, and Jerry Christopherson

**2. Agenda**

Jim Buschena made a motion to approve the agenda. Wayne Rasche seconded this. Motion carried unanimously.

**3. Minutes**

Wayne Rasche made a motion to approve the minutes from the August 14, 2017 Budget Hearing and HLWD meeting. Harvey Kruger seconded this. Motion carried unanimously.

**4. Treasurer's Report and Bill Payment**

Jan Voit presented the treasurer's report and bills payable. Jim Buschena made a motion to approve the treasurer's report and pay the bills. Bruce Leinen seconded this. Motion carried unanimously.

**5. Seward 29**

Jan Voit had the opportunity to discuss the Seward 29 project with Ed Lenz, Board of Water and Soil Resources. He suggested that she contact Nobles Soil and Water Conservation District (SWCD) to see if they might have funds available. She spoke with John Shea, District Manager, about the project.

Catherine Wegehaupt explained that Nobles SWCD's funds are already allocated to projects. If projects come in under budget or are not done for some reason, there may be funds available. It is necessary to submit an application for consideration should funds become available.

Harvey Kruger made a motion to submit the application. Wayne Rasche seconded this. Motion carried unanimously.

Discussion was held about bids. They are due October 17 at 5:00 p.m. The board will open them at the meeting that evening.

**6. Reports**

*District Administrator*

Jan Voit reported on the BWSR Listening Session, Governor's 25by25 Town Hall meeting, Seward 29, Civic Engagement (CE) Cohort Research, BWSR Academy CE session, Jackson County Ditch (CD) 3, financial information, Jackson County Judicial Ditch (JD) 19, Jackson County JD 3, Projects 4 and 84-4A, Clean Water Partnership Loan Program, HLWD Advisory Committee, Jackson County JD 14, West Fork Des Moines River (WFDNR) Major Watershed Project, Third Crop Phosphorus Reduction Effort final

report, and the Legislative-Citizen Commission on Minnesota Resources (LCCMR) grant application.

Discussion was held regarding the viewers' meetings with landowners for Jackson County JD 19. Manager requested that the viewers be contacted to ensure that the landowners have the necessary information before the final hearing.

Jan Voit explained the current situation with Jackson CD 3. She will contact Kevin Nordquist, Jackson County Auditor-Treasurer for an update on the outlet petition.

Discussion was held regarding the proposed consolidation of Projects 4 and 84-4A. She will contact Dave Macek, Jackson County Highway Department.

She presented information regarding the Sandbo and Chiel septic system loan applications. Jim Buschena made a motion to approve the application contingent upon providing the required documentation. Gary Ewert seconded this. Motion carried unanimously.

#### *Watershed Technician*

Catherine Wegehaupt explained the water sampling, five-year cover crop program, cover crop grants, infiltration tests and soil sampling, infiltration test results for the Third Crop Phosphorus Reduction Effort, WFDNR Targeting and Prioritizing Endeavor field validation, and Seward 29 bid packets.

Discussion was held regarding the five-year cover crop program, the potential cooperator, and the location of his property being two miles outside the watershed boundary. Catherine will see if she can find a cooperator who owns property within the watershed.

Discussion was held about infiltration tests. She does not conduct tests after a rainfall. Soil moisture and weather can have an impact on results. Normally infiltration tests are done after harvest. They were done in mid-September because the grant deadline is September 30.

#### **7. Adjournment**

The meeting adjourned at 7:52 p.m.

Harvey Kruger  
Secretary

## CITY OF WORTHINGTON, MINNESOTA

### MUNICIPAL LIQUOR STORE INCOME STATEMENT For the Period 1/1/17 Through 10/31/17 (Amounts in Dollars)

	Total 2017 Budget	OCTOBER		% YTD Actual to Budget	YTD	
		Actual	Previous Year		Actual	Previous Year
Sales						
Liquor	1,475,000	110,499	114,085	77.7%	1,146,476	1,138,872
Wine	490,000	37,090	37,828	73.3%	359,140	347,601
Beer	1,790,000	128,887	130,376	81.3%	1,454,501	1,432,430
Mix/nonalcohol	66,000	3,915	5,137	81.8%	54,008	53,766
NSF charges	100	16	-	202.0%	202	40
Net Sales	3,821,100	280,407	287,426	78.9%	3,014,327	2,972,709
Cost of Goods Sold						
Liquor	1,063,000	75,378	82,561	77.7%	825,718	823,448
Wine	335,000	23,827	26,755	74.5%	249,574	247,346
Beer	1,380,000	99,908	99,551	81.2%	1,120,817	1,074,128
Soft drinks/mix	55,400	2,046	3,144	77.7%	43,028	50,856
Freight	26,000	2,890	(1,439)	84.2%	21,899	21,147
Total Cost of Goods Sold	2,859,400	204,049	210,572	79.1%	2,261,036	2,216,925
Gross Profit	961,700	76,358	76,854	78.3%	753,291	755,784
Operating Expenses						
Personnel services	301,525	22,858	21,180	78.3%	236,110	227,917
Supplies	20,800	1,264	1,473	86.1%	17,913	14,234
Other services & charges	155,815	17,645	9,193	89.9%	140,065	107,887
Depreciation (estimated)	18,000	1,542	1,417	85.7%	15,420	14,170
Total Operating Expenses	496,140	43,309	33,263	82.5%	409,508	364,208
Operating Income (Loss)	465,560	33,049	43,591	73.8%	343,783	391,576
Non-Operating Revenues (Expenses)						
Interest earnings **	9,000	750	667	103.2%	9,290	7,025
Other non-operating	-	-	-	-	1,120	-
Total Non-Operating Revenue (Expense)	9,000	750	667	115.7%	10,410	7,025
Net Income (Loss) b/Operating Transfers	474,560	33,799	44,258	74.6%	354,193	398,601
Operating Transfers-Out	(225,000)	(18,750)	(18,750)	83.3%	(187,500)	(187,500)
Net Income (Loss)	249,560	15,049	25,508	N/A	166,693	211,101

\*\* Includes 6/30/17 actual and four months budget

## **ADMINISTRATIVE SERVICES MEMO**

**DATE: NOVEMBER 22, 2017**

**TO: HONORABLE MAYOR AND CITY COUNCIL**

**SUBJECT: ITEMS REQUIRING CITY COUNCIL ACTION OR REVIEW**

### **CONSENT AGENDA CASE ITEMS**

**1. APPLICATION FOR EXEMPTION FROM LAWFUL GAMBLING PERMIT - MINNESOTA WEST FOUNDATION**

An Application for Exemption from Lawful Gambling Permit has been received from Minnesota West Foundation for a raffle event as follows:

Organization:	Minnesota West Foundation
CEO:	Michael Van Keulen
Type of Event:	Raffle
Date & Location of Event:	February 7, 2018 MN West Community & Technical College 1450 Collegeway, Worthington, MN

The application must be approved by the local governing body prior to submission to the State for approval.

Council action is requested on the Application for Exemption from Lawful Gambling Permit submitted by the Minnesota West Foundation.

**2. APPLICATION FOR EXEMPTION FROM LAWFUL GAMBLING PERMIT - WORTHINGTON AREA YMCA**

An Application for Exemption from Lawful Gambling Permit has been received from the Worthington Area YMCA for a raffle event as follows:

Organization:	Worthington Area YMCA
CEO:	Andrew P. Johnson
Type of Event:	Raffle
Date & Location of Event:	March 9, 2018 Worthington Event Center 1447 Prairie Drive, Worthington, MN

The application must be approved by the local governing body prior to submission to the

Sate for approval.

Council action is requested on the Application for Exemption from Lawful Gambling Permit submitted by the Worthington Area YMCA.

**3. 2018 LICENSE RENEWAL APPLICATIONS**

The following 2018 License Renewal Applications have been received and are submitted for Council approval:

On-Sale Beer

Pizza Hut #2747 - 1551 N. Humiston Avenue  
Worthington Comfort Suites - 1447 Prairie Drive  
El Taco Restaurant, 420 Tenth Street  
Panda House - 913 Fourth Avenue

Off-Sale Beer

Casey's General Store #3263 - 2021 Highway 59 N/Box 921  
Casey's General Store #1686 - 1704 Oxford Street  
Casey's General Store #2166 - 1007 Oxford Street  
Hy-Vee Food Store - 1235 Oxford Street  
Hy-Vee Gas - 1245 Oxford Street  
Worthington Comfort Suites - 1447 Prairie Drive  
Fareway Store - 1028 Ryan's Road  
Food N' Fuel - 907 Diagonal Road  
Bob & Steve's Shell - 1408 Oxford Street  
Walmart Stores, Inc., Walmart Super Center #2820, 1055 Ryan's Road  
El Mexicano #3, 310 Tenth Street  
Interstate Cenex, 1710 N. Humiston  
Top Asian Food, 312 Tenth Street  
Tienda Tacana #2, 228 Tenth Street

Dance

Fraternal Order of Eagles #3282 - 205 Oxford Street  
VFW Post #3958 - 1117 2<sup>nd</sup> Avenue

Pawn

Pawn -It - 1730 Oxford Street

### **CASE ITEMS**

1. **SECOND READING PROPOSED ORDINANCE AMENDING STORM SEWER UTILITY RATES**

Pursuant to published notice, this is the time and date for the second reading of a proposed ordinance amending Title V, Chapter 54 of the Worthington City Code as follows:

Worthington City Code, Title V, Chapter 54, Section 54.04 (C), is hereby amended and shall read as follows:

(C) The annual fee per acre for residential is \$264.00

The ordinance would become effective January 1, 2018 if adopted.

Council action is requested to give a second reading to the proposed ordinance amending storm water rates.

2. **SECOND READING PROPOSED ORDINANCE AMENDING CHAPTER 55 OF THE WORTHINGTON CITY CODE - STREET LIGHTING**

Pursuant to published notice, this is the time and date set for the second reading of a proposed ordinance amending Title V, Chapter 55 of the Worthington City Code as follows:

Worthington City Code, Title V, Chapter 55, Section 55.03, is hereby amended to add the following definition:

***STREET LIGHTING SYSTEM.*** Network of lighting equipment designed and used for illumination of streets, alleys and other public ways used by vehicles or pedestrians for travel.

Council action is requested to give a second reading to the proposed ordinance.

3. **SECOND READING PROPOSED ORDINANCE CHANGE OF ZONE - T&S RENTALS, LLC.**

Pursuant to published notice, this is the time and date set for the second reading of a proposed ordinance amending Title XV of the Worthington City Code to rezone certain property as follows:



The following legally described area, presently included in the "R-3" district, shall henceforth be included in the "B-3" district:

North 200 feet of Lot 10, Block 53, Second Addition to Worthington,  
Nobles County, Minnesota.

Adoption of the ordinance will allow the applicant to increase the number of storage units up to five, adjust their layout, and increase sidewalls to up to 16 feet through a new conditional use permit, which was approved by Council at their regular meeting November 13, 2017, contingent upon adoption of the ordinance.

Council action is requested to give a second reading to the proposed ordinance.

**4. APPROVAL OF SALE OF PARCELS BY YELLOW COMPANY, LLC**

Council Action: Approve the sale of two parcels at the former Northland Mall site in accordance to provisions of Section 6 of the Development Contract between the City of Worthington/Worthington Economic Development Authority and Yellow Company, LLC.

City Staff was notified by representatives of Yellow Company, LLC of their intent to sell two parcels at the former Northland Mall site. Under the terms of the agreement, Yellow Company shall apply the net proceeds received in the sale to the City towards repayment of the Upfront Assistance Loan.

The City provided Yellow Company a loan to finance certain development costs including site acquisition, mall demolition and special assessments. The loan was in an amount up to \$2,450,000.00. The estimated proceeds from the sale of the two parcels that will be applied to the loan are \$1,429,974.00.

**5. NOMINATING COMMITTEE RECOMMENDATIONS**

The Nominating Committee met on November 20, 2017 are making the following recommendations for Committee appointments/re-appointments:

Center for Active Living -

Appoint Diane Graber for a three-year term to replace Simon Koster, who declined to serve a second term. Term expires 12/31/2020

Appoint John Widboom for a three-year term to replace Clair Williams, who declined to serve a second term. Term expires

12/31/2017

Charter Commission -

Appoint the following for a four-year term, terms expire March 31, 2021: Larry Iten, Phillip Benson, Tom Macklin, Josh Miller, Pat Remme, Pat O'Neil, Paul Woll

to replace:

Jeff Williaamson, Charles Moore, Jerry Eykyn, Ellen Copperud, Royce Boehrs, William Wattering who's term expired and were not eligible for re-appointment

Re-appoint Mike Kuhle for second four-year term

Nominating Committee -

Re-appoint Darlene Mackin for a second five year term, term to expire 11/30/2022

**PUBLIC SAFETY MEMO**

**DATE:**        **NOVEMBER 22, 2017**

**TO:**         **HONORABLE MAYOR AND CITY COUNCIL**

**SUBJECT:**   **ITEMS REQUIRING CITY COUNCIL ACTION OR REVIEW**

**CASE ITEMS****1.     ACCEPTANCE OF PROGRAM FUNDS**

A person who wished to remain anonymous donated \$500 to the Worthington Police Department to be distributed to members of the public through a Secret Santa Program. Worthington patrol officers will give out twenty and fifty dollar bills tucked inside Christmas cards during traffic stops before Christmas.

Council action is requested to adopt a resolution (***Exhibit 1***) accepting the \$500 donation.

**RESOLUTION NO. \_\_\_\_\_****A RESOLUTION ACCEPTING A DONATION OF FUNDS**

WHEREAS, the City of Worthington has been notified of an anonymous person, hereinafter "Donor" desired to donate funds to the City; and

WHEREAS, Donor has placed the following restrictions upon the fund distribution: \$500 to be given as gifts to members of the public, by uniformed police officers, during routine traffic stops.

WHEREAS, Minn. Stat. 465.03 requires that acceptance of any donation be approved by the City Council by a two-thirds majority vote;

NOW, THEREFORE, be it RESOLVED:

The City of Worthington does hereby accept the donation referenced above with any and all conditions, if any, as specified by the donor.

That the Mayor and Clerk are authorized to sign said agreement on behalf of the City of Worthington.

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by a two thirds majority vote of the Worthington City Council with the following members voting in favor thereof:

\_\_\_\_\_, and \_\_\_\_\_; and the following members opposed:  
\_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_ (if not, so state).

CITY OF WORTHINGTON

(SEAL)

BY: \_\_\_\_\_  
Mike Kuhle, Its Mayor

Attest: \_\_\_\_\_  
Janice Oberloh, Its Clerk

**PUBLIC WORKS MEMO**

**DATE:** NOVEMBER 21, 2017

**TO:** HONORABLE MAYOR AND CITY COUNCIL

**SUBJECT:** ITEM REQUIRING CITY COUNCIL ACTION OR REVIEW

**CONSENT CASE ITEM****1. 2017 PARK USER FEES AND OLSON PARK CAMPGROUND RATES**

At the November 20, 2017 Park and Recreation Advisory Board Meeting, the Board recommended no increase to the 2018 Park User, Olson Campground and Concession permit fees. After reviewing rates charged at other area community parks and campgrounds, the Advisory Board feels that our current fees are acceptable.

Attached (*Exhibit 1*) is a list of the proposed rates and fees.

**Council action is requested for approval of the 2018 Park User fees and 2018 Olson Park Campground rates.**

**CASE ITEM****1. YMCA 2018 SUMMER YOUTH RECREATION PROGRAMS AGREEMENT**

The City of Worthington contracts with the Worthington Area YMCA to promote, manage and operate the City's summer youth recreation programs for its residents. The Park Advisory Board at their November 20, 2017 meeting unanimously approved a motion to enter into an agreement with the YMCA for 2018.

Attached is the agreement (*Exhibit 2*) commencing on January 1, 2018 and terminating on December 31, 2018. The management fee paid by the City to the YMCA for 2018 is \$50,630.00, a 2.9% increase over 2017, to be paid in twelve monthly installments. Also attached is a detailed report of registration and attendance (*Exhibit 3*) for each program offering.

**Council action is requested to approve the 2018 YMCA agreement.**

## 2018 Park User Fees and Olson Park Campground Rates

Item	Proposed 2018 Fees	Comments
Chautauqua, Centennial Shelter	\$ 50.00	\$40.00 Key, Damage, Clean up Deposit
Park Open Shelters	\$ 30.00	\$40.00 Damage, Clean up Deposit
Chautauqua Band Shell	\$ 50.00	\$40.00 Damage, Clean up Deposit (add)
Park Open Space	\$ 50.00	99 People or Less
	\$ 110.00	100 to 499 People
	\$ 220.00	500 to 1,000 People
		\$40.00 Damage, Clean up Deposit For Park Open Space.
<b>Olson Park</b>	<b>2018 Proposed</b>	
Sites 1-12 (Bay Electric)	\$ 32.00	
Sites 13-63 (Electric)	\$ 27.00	
Sites 64-68 (Tent)	\$ 21.00	
Weekly	\$ 185.00	
Monthly	\$ 475.00	
<b>Concession Fees</b>	<b>2018 Proposed</b>	
One Day, Non-Profit	\$ 65.00	
One Day, Profit	\$ 75.00	All one day permits require \$100
Annual, Non-Profit	\$ 80.00	Clean-Up Deposit
Annual, Profit	\$ 175.00	All annual permits require \$300
Annual Mobile, Non-Profit	\$ 275.00	Clean-Up Deposit
Annual Mobile, Profit	\$ 375.00	

**2018 CITY OF WORTHINGTON-WORTHINGTON AREA “Y” AGREEMENT**

This agreement made this 27th day of November, 2017, between the City of Worthington, a Municipal Corporation under the laws of the State of Minnesota, with offices at 303 Ninth Street, P.O. Box 279, Worthington, MN 56187, hereafter referred to as “City”; and the Worthington Area YMCA, a nonprofit corporation organized under the laws of the State of Minnesota with office at 1501 Collegeway, Worthington, MN 56187, hereinafter referred to as the “Y”.

Whereas, the City desires to hire the “Y” to promote and manage the City’s summer youth recreation programs for its residents to include but not limited to; tennis, track and field, baseball, girls softball, soccer and the fun and adventure camp through the provision of staff and all related materials needed to provide for the City’s summer youth recreational programs; and

Whereas, the “Y” has the expertise in promoting, managing and operating such programming;

Now therefore, in consideration of the mutual promises set forth herein it is agreed by and between City and the “Y” as follows:

1. The “Y” shall be responsible:
  - a. To promote, manage and operate the City’s summer youth recreation program.
  - b. To review with the City’s Park and Recreation Advisory Board and City Council, the proposed summer recreation programs to be offered for 2018 prior to the distribution of any promotional materials. This shall include, at a minimum, detailed description of program offering, start/end date, location site for each program, program fees and hours of each program.
  - c. To develop, promote, manage and operate summer programs to include tennis, track and field, baseball, girls’ softball, soccer and the fun and adventure camp program. These programs have been a part of previous agreements.
  - d. To develop, promote, manage and operate new youth program offerings which have not been a part of previous agreements.
  - e. To develop and distribute a summer recreation brochure exclusively detailing the City’s summer recreation programs, registration requirements, fee and a detailed description and schedule of program activities. This shall be completed by distributing brochures within School District 518 Prairie Elementary and Middle School, St. Mary’s Catholic School and Worthington Christian School. The brochure shall also be a part of the YMCA’s summer promotion brochure distributed through the local media.
  - f. To arrange for the locations for each program.

- g. To actively promote participation in the summer recreation programs.
  - h. To locate, interview and hire adequate qualified personnel. The personnel shall be employees of the “Y”.
  - i. To purchase and provide all supplies needed to operate the summer programs.
  - j. To provide, at the end of the season, a detailed report of registration and attendance for each program offering.
- 2. City shall be responsible:
  - a. To make available the Centennial softball diamonds for the softball and baseball programs.
  - b. To provide a truckster with ball field groomer/leveler for the “Y” to prepare ball fields for baseball/softball youth programs. City will be responsible for all maintenance and fuel costs for the unit.
  - c. The City agrees to maintain the Centennial softball diamonds for the summer youth programs offered at the facilities. Maintenance to include miscellaneous repairs to the outfield lighting, the addition of ag-lime to the infields as required, mowing, trimming and general maintenance of the turf areas and needed repairs to the security fences.
- 3. Program fee structure: the “Y” will be responsible to establish the participation fee for each program. The annual fee structure will be presented to the City for approval.
- 4. The “Y” and the City agree to work cooperatively with organized sports teams who desire to use City recreational facilities to insure the team(s) do not interfere with the organized summer youth programs. The City and the “Y” agree a fee may be collected by either party from each organized sport activity which utilizes City facilities to offset any costs incurred by either party.
- 5. Insurance
  - a. The “Y” shall maintain occurrence-based general liability insurance covering claims for bodily or personal injury, and property damage and limits of not less than \$ 1,000,000 each claim and \$ 2,000,000 each occurrence. Each CGL policy shall name the City as an additional insured.
  - b. The City shall provide liability coverage of the same requirements applicable to the “Y”. Alternatively, the City may provide equivalent liability coverage through the League of Minnesota Cities Insurance Trust (LMCIT), using standard LMCIT coverage’s. Said coverage shall be in the minimum amount not to exceed the maximum liability applicable to municipalities under Minnesota Statutes, Section 466.04, Subd. 1, as amended. The “Y” shall be



added as an additional insured to the City's coverage so as to comply with the City's defense and indemnification obligations in this agreement. Notice of cancellation shall be provided to the Y in accordance with policy terms.

- c. Each party shall insure its own personal property.
  - d. The "Y" shall maintain workers compensation insurance in compliance with all statutory requirements of the State of Minnesota.
  - e. Each policy shall be endorsed to provide that it shall not be canceled, non-renewed, or materially changed unless at least thirty (30) days prior written notice of cancellation or change is given to either party.
  - f. All policies shall be written by a reputable insurance company with a current AM Best Rating of A-V-II or better, and authorized to do business in Minnesota.
  - g. Certificates evidencing such insurance shall be delivered to the other party prior to the Commencement Date.
  - h. The City waives all claims against the "Y" for damage to the City's buildings, facilities or real property to the extent that such damages are covered by the City's insurance.
  - i. The "Y" shall defend and indemnify the City and its officers and employees from and against all liabilities, claims and expenses, including reasonable attorney fees, the City may incur as a result of the "Y"'s performance or failure to perform under this agreement, to the extent that such claims arise from or are caused by the "Y"'s negligence or misconduct. The City shall defend and indemnify the "Y" and its officers and employees from and against all liabilities, claims and expenses, including reasonable attorney fees, the "Y" may incur as a result of the City's performance or failure to perform its obligation under this agreement, to the extent that such claims arise from or are caused by the City's negligence or misconduct.
6. This is a twelve month agreement commencing on the first day of January 2018 and terminating the 31<sup>st</sup> day of December, 2018. City Council appropriation of financing for similar programs for subsequent years shall not be considered an indication the city's intent to extend or renegotiate the contract. The "Y" shall submit program and contract proposals for annual review or revision of contracted services by August 1, 2017.
  7. In consideration of services to be provided by the YMCA in accordance with this agreement, the City agrees to pay a management fee of **\$50,630.00** to the YMCA. The management fee shall be paid in twelve equal monthly installments by the end of each month.
  8. The City also agrees the "Y" shall be the recipient of 100% of the program fees collected for each activity promoted as the City's summer youth recreation program.

9. The “Y” agrees it shall be responsible for 100 percent of the expenditures, to include but not limited to, staff salaries, promotion materials and program expenditures for youth program offerings promoted by the YMCA and approved by the City as a city youth recreation activity.
10. The City agrees to share in the expense of the actual documented cost for any new program offerings agreed upon and approved between the City and the “Y”. The share shall be based upon the difference between the actual expenditure less revenue collected for each new program offering at the rate of a 50/50 split.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
President of YMCA Board of  
Directors

\_\_\_\_\_  
YMCA Executive Director

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

## Y.M.C.A. Summer Recreation Program Registration and Attendance Report

<u>Activity</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>	<u>2014</u>	<u>2013</u>
Fun and Adventure Day Camp	204	185	173	107	84
Tennis - Beginner	13	22	26	17	28
Tennis – Advanced	14	11	9	16	21
Track: 6 – 9 yrs.	31	30	22	21	42
Track: 10 & up	16	18	17	25	26
Girls Softball	12	11	14	24	12
Baseball Peewee	55	46	27	31	41
Baseball T- Ball	81	77	83	67	60
Basketball Camp	33	28	31	35	
Volleyball Camp	47	58	44	50	
Traveling Soccer	79	73	52	61	

**27 MORE PARTICIPANTS IN 2017 THAN 2016**

## ENGINEERING MEMO

**DATE:** NOVEMBER 22, 2017  
**TO:** HONORABLE MAYOR AND COUNCIL  
**SUBJECT:** ITEMS REQUIRING COUNCIL ACTION OR REVIEW

### CONSENT AGENDA CASE ITEMS

#### 1. SUPPLEMENTAL AGREEMENT NO. 1 TO INDUSTRIAL WASTEWATER SANITARY SEWER I-90 CROSSING REPLACEMENT PROJECT

At its October 10, 2016 meeting Council awarded a contract for the Industrial Wastewater Sanitary Sewer I-90 Crossing Replacement project to Nomad Pipeline Services. The industrial sewer line conveys wastewater from JBS to the industrial wastewater treatment plant. The project consists of establishing a new crossing under I-90 along the southeasterly side of TH 60 (southeast of the UP railroad tracks).

Although the new crossing is not within the Union Pacific (UP) railroad right-of-way the new crossing and existing sewer main in the UP right-of-way north of I-90 needed to be connected. Due to the depth and location of the existing sewer, the UP required shoring of the excavation needed to install the manhole for the connection north of I-90 to protect the rail bed. The construction plans included a shoring plan developed by a consultant of the City based on the soil information available. This shoring plan included use of sheet piling. During construction it was found that driving the sheet piling to the depth required was becoming difficult due to changing soil conditions at the lower depths. Availability of bypass pumping with adequate capacity to convey all JBS flows was ordered to ensure that production would not be disrupted by a pipe failure resulting from the vibrations required to attempt to drive the sheet piling deeper. By plan, the only bypass pumping known to be necessary was that of low flows during what would be scheduled switch overs from the existing to new I-90 crossing. Ultimately the effort to drive the sheet piling was discontinued while an alternate method to satisfactorily shore the excavation was explored by the contractor. The contractor did receive approval from UP for an alternate shoring plan consisting of a plank and rail system. This shoring plan was implemented earlier this year. Due to the past and additional activity near the existing sewer pipe it was again ordered that full capacity bypass pumping be available in the event of a pipe failure.

Exhibit 1 includes the Supplemental Agreement to the Industrial Wastewater Sanitary Sewer I-90 Crossing Replacement project negotiated with the contractor. The agreement provides compensation to the contractor for switching the shoring method and for 50% of the additional bypass pumping costs. The increase is \$32,117.02 or 9.4% of the original contract. The total project is estimated to still be under the budget approved at the time of bid award by about \$37,500 or 8.6%.

*Engineering Memo - November 22, 2017*

*Page 2*

Staff recommends that Council approve Supplemental Agreement No. 1 to Industrial Wastewater Sanitary Sewer I-90 Crossing Replacement Project, Should Council not approve the supplemental agreement the payment in bills payable should also not be approved.

## **2. APPROVE CONTRACT WITH AMERICAN ENGINEERING TESTING**

American Engineering Testing, Inc. (AET) is one of the testing firms the City often utilizes for material testing such as concrete strength, providing soil borings or other geotechnical services. Typically these services are procured by quoting or by selection based on project specifics and administered as work incidental to construction projects. In the past AET would modify its standard terms and conditions (included as part of its proposal) to be acceptable to the City Attorney and the City's standard risk management practices. Recently AET has determined that a form of master agreement will be needed to in lieu of modifying its standard proposal forms. The agreement in Exhibit 2 will address standard terms and conditions for each task (scope work and fees would be Exhibits A and C) approved for a project. This agreement does not bind the City to utilize the firm. The agreement has been approved by the City Attorney. Selection of the testing firm to be utilized for any given project will be as in the past.

Staff recommends that Council authorize execution of the agreement in Exhibit 2.

## **AGENDA CASE ITEMS**

### **1. PROPOSED 2018 SEWER SERVICE CHARGES**

The proposed 2018 Sewer Service Charge System (Sewer Rates) has been developed by staff and was approved by the Water and Light Commission at its November 20, 2017 meeting. The report on the sewer rates is included in Exhibit 3. The total monthly charges and changes from 2017 for various monthly volumes is best presented on page 20 of the report with changes per individual rate element detailed on page 19.

The monthly sewer charge is comprised of two components, a usage charge and a connection charge. The usage charge is to recover the cost of conveying and treating wastewater. This charge is comprised of debt service and user charges for flow and the pollutant loading parameters of Biological Oxygen Demand (BOD), Total Suspended Solids (TSS), and Total Phosphorus (TP). The usage charge is billed to non-industrial customers based on water consumption and assumed pollutant levels. The usage charge per 1,000 gallons will increase 3.5% for non-industrial users. The usage charge increase is attributable to a variety of cost changes including the increase in the amount to be added to the equipment replacement reserve and a minor decrease in usage units.

The “connection charge” or minimum monthly charge is to recover costs such as those for billing, collection system improvements, treating inflow and infiltration (I&I), and debt service on reserve capacity. The monthly connection charge is proposed to decrease \$.28 or 1.8%. The connection charge decrease is a result of the decrease in the budget for collection system capital improvements exceeding other cost increases.

The total revenue of \$2,075,113.67 to be generated by the 2018 rates is \$22,081.26 (1.1%) more than the \$2,053,032.41 budgeted to be generated from the 2017 rates. Staff recommends that Council adopt the 2018 Sewer Service Charge System by passing the resolution in Exhibit 3.

## **2. RECEIVE REPORT AND ORDER HEARING FOR WEST GATEWAY DRIVE AREA SEWER AND WATER EXTENSIONS**

Included in Exhibit 4 is a feasibility report on the West Gateway Drive Area Sewer and Water Extensions prepared by Design Tree pursuant to Council action on August 14, 2017. The feasibility report provides detailed information on the proposed improvements including location, need for improvement, costs, and proposed financing.

Staff recommends that Council receive the report and pass the two resolutions receiving the report and calling for hearing on the improvement included in Exhibit 4. It is recommended that a hearing be set for 7:00 pm at the December 11, 2017 Council meeting (first regularly scheduled meeting in December).

Also included in Exhibit 4 is the preliminary assessment rolls (one for each water main option) for the proposed improvements. Council should note that the City property is proposed to be assessed and the revenue to pay those assessments will need to be from sources other than levy for debt service in order to maintain 20% assessment revenue for the project. Further recommendations for financing those assessments will be provided at the improvement hearing.

## **3. PARKING RESTRICTIONS**

The Traffic and Safety Committee unanimously voted to recommend to Council that the following parking restrictions be authorized. Each recommendation was made following considerable discussion and input from adjacent property owners. See maps in Exhibit 5.

***Restrict Parking on the East and West Sides of Pleasant Avenue from the North Side of Indian Hill Road to the south side of Eckerson Drive***

This restriction was considered as a result of resident concerns pertaining to traffic associated with the proposed Head Start facility on the west side of Pleasant Avenue. The committee did acknowledge that alterations of the parking restriction could be considered in the future based on actual traffic and parking patterns. This restriction would not be in effect until the facility is open. Time limitations were not recommended at this time.

***Restrict Parking on the Southwest Side of 13th Street from Clary Street to 80' Southeast effective Monday through Friday, 7:00 a.m. to 4:00 p.m.***

Consideration of this parking restriction as a result of a request from Bud's Bus Service. The request was made because buses have a difficult time maneuvering around the parked cars. Per committee action, the curb will be painted to aid in identifying the existing no parking segment (due to the presence of a fire hydrant) on the northeast side of 13<sup>th</sup> Street at the same location.

**4. REQUEST THE MINNESOTA DEPARTMENT OF TRANSPORTATION  
INSTALL VEHICLE NOISE LAWS ENFORCED SIGN**

The Traffic and Safety Committee has discussed excessive truck noise several times over the past few years. The primary complaint is the use of “jake brakes” in trucks (without proper mufflers) as they approach the community. Although such excessive noise has been reported on different highways into the city, the use of jake brakes by trucks east bound on TH 60 just before and after Nobles Street have generated the most complaints. Although a reduction in the posted speed limit occurs well before Nobles Street the actual reduction appears to be approaching the curve just southwest of Nobles Street and then again approaching the CSAH 35 round-about.

At its August 29, 2017 meeting, the Traffic and Safety Committee voted to recommend that Council request that the Minnesota Department of Transportation (MnDOT) install a sign stating “Vehicle Noise Laws Enforced” and pass the required resolution stating that local law enforcement will enforce Minnesota Statutes Sections 169.69 (MUFFLER) and 169.693 (MOTOR VEHICLE NOISE LIMITS). The effectiveness of such a sign will be evaluated as part of any recommendation for additional signing. The available location as arranged with MnDOT for such a sign to address the apparent speed reduction areas is shown on the map in Exhibit 6.

Should Council concur with this recommendation Council should pass the resolution in Exhibit 6 and authorize staff to submit the required signing application. The fee of \$883.80 will be funded from the Improvement Construction Fund (401) budget for project matching and completion.

**SUPPLEMENTAL AGREEMENT NO. 1**

CONTRACTOR Nomad Pipeline Services, LLC	
ADDRESS 1351 Broadway St. W. P.O. Box 488 Rockville, MN 56369	PROJECT 2016 Industrial Sanitary Sewer Reconstruction, I-90 Crossing

This contract is amended as follows:

WHEREAS: The specified railroad shoring system consisting of sheet piling can not be utilized on this project due to soil conditions and potential damage to the existing clay sanitary sewer, and the contractor will incur additional costs to provide a slide rail shoring system,

and

WHEREAS: As an additional precaution to insure that sanitary sewer service can be provided for the JBS facility at all times in the event of damage or failure of the existing clay sanitary sewer during the work, the contractor will furnish and install dual pump bypass equipment capable of handling the maximum flow from the JBS facility. Such costs will be split 50%-50% between the city and the contractor. The amount indicated on this supplemental agreement represents the 50% city share.

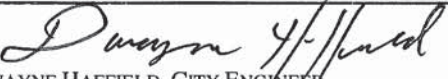
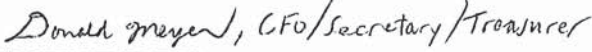
NOW THEREFORE, IT IS HEREBY MUTUALLY AGREED AND UNDERSTOOD THAT:

1. The Contractor shall furnish all labor, equipment and necessary materials to provide for the change in railroad shoring system for a lump sum of \$ 10,676.52
2. The Contractor shall furnish all labor, equipment and necessary materials to provide for the bypass pumping system for a lump sum of \$ 21,440.50 (city share of cost split).
3. The Contractor will not make claim of any kind or character whatsoever for any other cost or expenses which he may have incurred, or which he may hereinafter incur, in performing the work and furnishing the materials required for by this agreement.



## SUPPLEMENTAL AGREEMENT NO. 1

AMOUNT REQUESTED	\$ 32,117.02
ORIGINAL SCHEDULE	\$ 341,000.00
PREV. ADDITIONS	\$ 0
TOTAL TO DATE	\$ 373117.02
PERCENTAGE-INCREASE-DECREASE	% 9.4

 DWAYNE HAFFIELD, CITY ENGINEER	DATE 11-21-17
By  NOMAD PIPELINE SERVICES	DATE 11/17/17
MIKE KUHLE, MAYOR	DATE

THE ASSOCIATED GENERAL OWNERS OF AMERICA  
AND  
THE AMERICAN COUNCIL OF INDEPENDENT LABORATORIES



**AGC DOCUMENT NO. 630  
STANDARD FORM OF AGREEMENT  
BETWEEN OWNER AND  
CONSULTANT**

**TABLE OF ARTICLES**

1. AGREEMENT
2. GENERAL PROVISIONS
3. CONSULTANT'S RESPONSIBILITIES
4. OWNER'S RESPONSIBILITIES
5. INDEMNITY, INSURANCE AND WAIVERS
6. PAYMENT
7. DISPUTE RESOLUTION
8. TERMINATION
9. MISCELLANEOUS PROVISIONS
10. SCHEDULE OF EXHIBITS

AGC DOCUMENT NO. 630 STANDARD FORM OF AGREEMENT BETWEEN OWNER  
AND CONSULTANT

ARTICLE 1  
AGREEMENT

This Agreement is made this \_\_\_\_day of \_\_\_\_\_ in the year 20\_\_\_\_, by and between the

**OWNER**

City of Worthington  
PO Box 279  
Worthington, MN 56187

and the

**CONSULTANT**

American Engineering Testing, Inc.  
550 Cleveland Avenue North  
St. Paul, MN 55114-1804

for services in connection with the following

**PROJECT**

Various

Notice to the parties shall be given at the above addresses.



## ARTICLE 2

### GENERAL PROVISIONS

The Owner is seeking to procure the services of a Consultant to provide certain testing and inspection services (as set forth in Exhibit A attached) in connection with the Project.

**2.1 TEAM RELATIONSHIP** The Owner and the Consultant agree to proceed with the performance of the services required for the Project on a basis of trust, good faith, fair dealing, and mutual cooperation, and each of them shall take all actions deemed by either reasonably necessary to complete the performance of services under this Agreement in an economical and timely manner.

**2.2 EXTENT OF AGREEMENT** This Agreement represents the entire agreement between the Owner and the Consultant and supersedes all prior negotiations, representations and agreements, either written or oral.

## ARTICLE 3

### CONSULTANT'S RESPONSIBILITIES

**3.1 SERVICES** The Consultant shall perform the services set forth in Exhibit A under the direction of a professional engineer licensed in the state where the Project is located and in accordance with applicable laws, regulations, and professional standards.

#### 3.2 REPORTS

**3.2.1** The Consultant shall submit all written reports required by the Owner as set forth in Exhibit A.

**3.2.2** The Consultant shall treat such written reports as confidential documents, and shall distribute any report only to the Owner and any other party authorized in writing by the Owner to receive a copy of such, except the Consultant shall distribute reports as required by local laws and regulations and provide documents in response to subpoena if required.

**3.2.3** The Consultant shall retain, for the benefit of the Owner, copies of all reports, and such supporting data as the Owner requests, for a period of three years, following its completion of services under this Agreement, or the length of time required by applicable law, whichever is greater.

**3.3** The Consultant does not assume any duties, responsibilities or obligations with regard to the Project which by custom or contract are vested in the designers, surveyors, governmental authorities or other parties.

**3.4** The Consultant is not authorized to supervise any facet of the Owner's Work or to modify any requirement of the Project Specifications or other Contract Documents, nor to approve or accept any portion of the Owner's Work, including labor or materials incorporated in the Owner's Work. The Consultant shall not have the right to reject any materials, reject or modify the Owner's means and methods, or stop the Owner's Work, unless such right is provided in Exhibit A.

**3.5** The Consultant shall not provide supervision of or direction to the Owner's personnel or its subOwners, nor assume responsibility for the Owner's or its subOwners' means, methods, techniques, sequences, procedures of construction or safety programs.

#### 3.6 STANDARD OF CARE

**3.6.1** The Consultant shall perform all services in a manner consistent with the degree of care and skill ordinarily exercised by reputable members of the testing profession engaged during the term of the Agreement to perform similar services in the locality of the Project. No other warranties, either express or implied, is made or intended by this Agreement.

**3.6.2** The Consultant shall not be responsible for the errors or omissions of any party or parties involved in the design or manufacture of the Project, or the failure of any Owner or Contractor or manufacturer to comply with the Project specifications or with the recommendations, written or oral, made by the Consultant.

**3.7 SAFETY** The Consultant has established and maintains written programs and procedures for the safety of its employees, sub- Consultants, and specifically disclaims any authority over or responsibility for the safety of personnel engaged in performance of the Contractors Work at the Project site except that of the Consultant's employees, sub-consultants. While at the Project site, the Consultant employees, sub-consultants shall comply with all safety requirements and the procedures of the Contractor. Each party to this Agreement shall indemnify the other party from and against fines or penalties imposed as a result of safety violations, but only to the extent that such fines or penalties are caused by its failure to comply with applicable safety requirements.

**3.8 RIGHT TO SUBCONTRACT WORK** With the prior written approval of the Owner, the Consultant may subcontract laboratory procedures as the Consultant deems necessary to meet its obligations under this Agreement.

**3.9 AUTHORIZED REPRESENTATIVE** The Consultant shall designate in writing a person empowered to act as the Consultant's representative with respect to its performance under this Agreement. The Consultant's representative is **Tom James**. Such person shall have complete authority to bind the Consultant under this Agreement.

## ARTICLE 4

### OWNER'S RESPONSIBILITIES

**4.1 INFORMATION** The Owner shall provide the Consultant with the Project documents and other available Project information requested in writing by the Consultant. The Owner shall provide timely notice to the Consultant of changes made to the documents, plans or the Project.

**4.2 ACCESS** The Owner shall provide the Consultant with reasonable access to the Project site, and shall facilitate its access to all shops, yards or other sites where materials for the Project are being prepared or stored, so as to assist the



Consultant in its performance of all tasks reasonably necessary for the completion of services under this Agreement

**4.3 AUTHORIZED REPRESENTATIVE** The Owner shall designate in writing a person empowered to act as the Owner's representative. The Owner's representative is \_\_\_\_\_. Such person shall have complete authority to transmit instructions to, receive information and data from, interpret and define the Owner's policies and decisions with respect to the Project, and order, at Owner's expense, any additional services which may be requested of the Consultant by the Owner.

**4.4 NOTICE** The Owner shall provide the Consultant with sufficient advance notice of the required performance of all services so as to allow the Consultant a reasonable period of time within which to coordinate the assignment of Consultant personnel. The period of such advance notice shall be established by agreement of the parties.

#### **4.5 SAMPLES**

**4.5.1** The Owner shall provide and deliver to the Consultant, for testing, representative samples of materials the Owner proposes to use, together with relevant data pertaining to those materials, unless such samples are to be obtained by the Consultant under this Agreement

**4.5.2** The Owner shall provide all labor and facilities on and off the Project site as may be needed by the Consultant to obtain samples, and to store and cure such samples that must remain on the Project site prior to testing.

**4.5.3** The Owner shall pay the cost of retaining those samples which the Owner requests be retained by the Consultant.

### **ARTICLE 5**

#### **INDEMNITY, INSURANCE AND WAIVERS**

**5.1 INDEMNITY** To the fullest extent permitted by law, the Consultant shall indemnify and hold harmless the Owner, and the Owner's Contractor and employees from and against all claims for bodily injury and property damage that may arise from the performance of services under this Agreement to the extent of the negligence attributed to such acts or omissions by the Consultant, the Consultant's sub-consultants or anyone employed directly or indirectly by any of them or by anyone for whose acts any of them may be liable. The Owner shall provide the same protection to the Consultant.

**5.2 INSURANCE** The Consultant shall maintain the insurance coverages stipulated in Exhibit B, and shall provide to the Owner two copies of a certificate evidencing such coverage prior to performing any services under this Agreement.

#### **5.3 MUTUAL WAIVER OF CONSEQUENTIAL DAMAGES**

**5.3.1** To the extent the Owner-Contractor agreement provides for a mutual waiver of consequential damages by the Owner and the Contractor, the Contractor and the

Consultant waive claims against each other for any consequential damages that may arise out of or relate to this Agreement. Similarly, the Consultant shall obtain from its sub-Consultants mutual waivers of consequential damages that correspond to the Consultant's waiver of consequential damages herein. To the extent applicable, this mutual waiver applies to consequential damages due to termination by the Owner or the Contractor in accordance with this Agreement or the Owner-Contractor agreement.

**5.3.2** To the extent the Owner-Contractor agreement provides for a mutual waiver of consequential damages by the Owner and the Contractor, damages for which the Contractor is liable to the Owner including those related to Paragraph 5.1 are not consequential damages for the purpose of this waiver. Similarly, to the extent the Owner-Consultant agreement provides for a mutual waiver of consequential damages by the Owner and the Contractor, damages for which the Consultant is liable to lower tiered parties due to the fault of the Owner or Contractor are not consequential damages for the purpose of this waiver.

### **ARTICLE 6**

#### **PAYMENT**

**6.1** The Owner agrees to pay in accordance with Exhibit C for all services provided by the Consultant and for all expenses incurred by the Consultant. Payment shall be due within 30 calendar days from the date of receipt of the Consultant's invoice.

**6.2** In the event that the Consultant or any of its personnel are requested by the Owner to testify in court proceedings concerning the services provided under this Agreement, the Owner agrees to pay to the Consultant the Consultant's then current rates for the time taken to prepare and to testify, together with all reasonable expenses incurred by the Consultant.

### **ARTICLE 7**

#### **DISPUTE RESOLUTION**

**7.1 INITIAL DISPUTE RESOLUTION** If a dispute arises out of or relates to this Agreement or its breach, the parties shall endeavor to settle the dispute first through direct discussions. If the dispute cannot be settled through direct discussions, the parties shall endeavor to settle the dispute by mediation under the Construction Industry Mediation Rules of the American Arbitration Association. The location of the mediation shall be the location of the Project. Once a party files a request for mediation with the other party and with the American Arbitration Association, the parties agree to commence such mediation within thirty (30) days of the filing of the request. Either party may terminate the mediation at any time after the first session, but the decision to terminate shall be upon seven (7) day written notice consistent with the procedure in Article 8 delivered to the other party and the mediator. Engaging in mediation is a condition precedent to any other form of binding dispute resolution. Thereafter, either party may file suit against the other with the venue in Nobles County District Court in MN.



**7.2 PERFORMANCE CONTINUATION AND PAYMENT**

Unless otherwise agreed in writing, the Consultant shall continue to perform the services under this Agreement during all dispute resolution proceedings. The Owner shall continue to make payments in accordance with this Agreement if the Consultant continues to perform.

**7.3 MULTIPARTY PROCEEDING** To the extent disputes between the Owner and the Consultant involve in whole or in part disputes between the Owner and the Contractor, disputes between the Owner and the Consultant shall be decided by the same tribunal and in the same forum as disputes between the Owner and the Contractor.

**7.4 DISPUTES BETWEEN CONTRACTOR AND CONSULTANT**

In the event that the provisions for resolution of disputes between the Owner and the Contractor do not permit consolidation or joinder with disputes of third parties, such as the Consultant, resolution of disputes between the Contractor and the Consultant involving in whole or in part disputes between the Owner and the Contractor shall be stayed pending conclusion of any dispute resolution proceeding between the Owner and the Contractor. At the conclusion of those proceedings, disputes between the Owner and the Consultant shall be submitted again to mediation pursuant to Paragraph 7.1. Disputes not resolved by mediation shall be decided in the manner selected in the agreement between the Owner and the Consultant.

**7.5 COSTS OF DISPUTE RESOLUTION** The cost of mediation proceedings shall be shared equally by the parties participating. The prevailing party in any dispute arising out of or relating to this Agreement or its breach that is resolved by any other form of binding dispute resolution shall be entitled to recover from the other party reasonable attorney's fees, costs and expenses incurred by the prevailing party in connection with such dispute resolution process.

**ARTICLE 8****TERMINATION**

**8.1 TERMINATION BY EITHER PARTY** Either party may terminate this Agreement upon seven (7) days' written notice if the other party materially breaches its terms through no fault of the initiating party.

**8.2 TERMINATION FOR OWNER'S CONVENIENCE** Upon seven (7) days' written notice, the Owner may, without cause, terminate this Agreement with the Consultant. If this Agreement is so terminated, the Consultant may recover from the Owner payment for all services performed in accordance with this Agreement, all costs resulting from the termination, plus a reasonable profit, provided that the Consultant has delivered to the Owner all documents and information prepared by the Consultant or sub-Consultants for the Project.

**ARTICLE 9****MISCELLANEOUS PROVISIONS**

**9.1 ASSIGNMENT** Neither party may assign its interest in this Agreement without the express written approval of the other party.

**9.2 SEVERABILITY** The partial or complete invalidity of anyone or more provisions of this Agreement shall not affect the validity or continuing force and effect of any other provision.

**9.3 NO WAIVER OF PERFORMANCE** The failure of either party to insist, in anyone or more instances, on the performance of any of the terms, covenants or conditions of this Agreement, or to exercise any of its rights, shall not be construed as a waiver or relinquishment of such term, covenant, condition or right with respect to further performance.

**9.4 RIGHTS AND REMEDIES** The parties' rights, liabilities, responsibilities and remedies with respect to this Agreement, whether in contract, tort, negligence or otherwise, shall be exclusively those expressly set forth in this Agreement.

**9.5 PRECEDENCE** If any provision of this Agreement conflicts with or is inconsistent with any provision of an Exhibit attached to or referenced in this Agreement, the provision of this Agreement governs, unless the other provision specifically refers to the provision it supersedes and replaces in this Agreement.

**9.6 JOINT DRAFTING** The parties expressly agree that this Agreement was jointly drafted, and that they both had opportunity to negotiate its terms and to obtain the assistance of counsel in reviewing its terms prior to execution. Therefore, this Agreement shall be construed neither against nor in favor of either party, but shall be construed in a neutral manner.

**9.7 GOVERNING LAW** The Agreement shall be governed by the laws of the State of Minnesota.

**ARTICLE 10****EXHIBITS**

**10.1 EXHIBIT A - Scope of Services**

**10.2 EXHIBIT B - Insurance Certificate**

**10.3 EXHIBIT C - Fee Schedule**

This agreement is entered into as of the date entered in Article I

Attest: \_\_\_\_\_

Owner: \_\_\_\_\_

By: \_\_\_\_\_

Print Name: \_\_\_\_\_

Print Title: \_\_\_\_\_

Attest: Sharon E. Maloney



Consultant: American Engineering Testing, Inc.

By: Philip Churiale

Print Name: Philip Churiale

Print Title: Contract Manager



**EXHIBIT B**  
**AGREEMENT BETWEEN THE CITY OF WORTHINGTON (OWNER) AND**  
**AMERICAN ENGINEERING TESTING, INC. (CONSULTANT)**

**INSURANCE**

- 1 Prior to commencing performance of the Services, Consultant shall procure, and thereafter maintain, at its own expense, for as long as this Agreement is in effect, or such longer period as set forth herein, such insurance, set forth below, as will protect against claims which may result out of the Services by Consultant or by any of its sub-Consultants or by anyone employed by any of them, or by anyone for whose acts any of them may be liable. Such insurance shall be to the limits specified below.

- 2 Consultant shall procure and maintain the following insurance coverage and limits of liability:

Workers' Compensation	Statutory Limits
Employer's Liability	\$1,000,000 each accident
	\$1,000,000 disease policy limit
	\$1,000,000 disease each employee
Commercial General Liability	\$2,000,000 each occurrence
	\$4,000,000 aggregate
Automobile Liability	\$2,000,000 each accident
Professional Liability Insurance	\$5,000,000 per claim
	\$10,000,000 aggregate

Commercial General Liability insurance shall be written on an occurrence form (ISO Form CG 00 01 07 98 or equivalent) and shall include coverage for Products/Completed Operations, Property Damage including Completed Operations, Personal Injury, XCU and Blanket Contractual Liability insurance applicable to Consultant's indemnity obligations under this Agreement, and other contractual indemnities assumed by Consultant under the Contract Documents.

Automobile Liability insurance shall include coverage for all owned, hire and non-owned automobiles.

If Professional Liability Insurance is written on a claims-made basis, the retroactive date shall be prior to commencement of the Services. Renewal policies during this period shall maintain the same retroactive data.

- 3 Employer's Liability, Commercial General Liability and Automobile Liability insurance may be arranged under single policies for the limits required, or by a combination of



underlying policies with the balance provided by an Excess or Umbrella Liability policy, if necessary.

- 4 Consultant shall endorse their Commercial General Liability including (Products/Completed Operations coverage) to add Owner and Owner as “additional insured” with respect to liability resulting out of (a) the Services performed for Owner or Owner by or for Consultant, (b) Consultant’s completed Services, and (c) Consultant’s use of Owner’s equipment. Such insurance afforded to Owner as additional insured under Consultant’s Commercial General and Umbrella Liability policies shall be primary insurance and not excess over, or contributing with, any insurance purchased or maintained by Owner.
- 5 Consultant shall maintain in effect all insurance coverage required by this Agreement at Consultant’s sole expense and with insurance carriers licensed to do business in the state in which the Project is located and having a current A.M. Best rating of no less than A minus (A-), unless a different A.M. Best rating is accepted by Owner in writing.
- 6 Prior to commencing the Services hereunder, Consultant shall provide Owner with Certificates of Insurance evidencing that (i) all insurance obligations required by the Contract Documents are in full force and in effect and will remain in effect for the duration required by the Contract Documents and (ii) no insurance coverage will be canceled, renewal refused, or materially changed unless at least thirty (30) days’ prior written notice is given to Owner, except for cancellation for non-payment of premium, which shall be ten (10) days.
- 7 All Certificates of Insurance shall be in a form acceptable to Owner and shall provide satisfactory evidence that Consultant has complied with insurance requirements. Owner shall not be obligated to review such certificates or other evidence of insurance, or to advise Consultant of any deficiencies in such documents and receipt thereof shall not relieve Consultant from, nor be deemed a waiver of Owner’s right to enforce the terms of Consultant’s obligations hereunder. Owner shall have the right to examine any policy required under this agreement.

*Worthington*

2018  
SEWER SERVICE CHARGE SYSTEM

11-15-2017

Prepared by:

*Dwayne Haffield*

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Dwayne Haffield, City Engineer

# SEWER SERVICE CHARGE SYSTEM CITY OF WORTHINGTON, MINNESOTA

## A. Background

The City of Worthington has renovated and upgraded its Wastewater Treatment Plant with the assistance of the Federal and State Construction Grants Program.

Current Design Data for the treatment facility are as follows:

	Flow mgd	BOD lb/day	TSS lb/day
First Year of Operation:	1.68	5995	4775
Design Year: 2017	2.75	8350	6900

## B. Development of a Sewer Service Charge System

The Sewer Service Charge System for the City of Worthington is developed in accordance with the provisions of the City's Ordinance Establishing a Sewer Charge System to insure the following:

1. Pollution Abatement in accordance with the City's NPDES Permit.
2. Allocation of OM&R costs of wastewater treatment to users in proportion to their total contribution of wastewater flows and loadings.
3. Sufficient generation of revenue to insure effective Operation, Maintenance and Replacement of the treatment works throughout its useful or design life, whichever is larger.
4. A description of how the City intends to recover its capital costs for the Treatment Works and a rate determined for that portion of such costs to be recovered as a part of the Sewer Service Charge.

## C. Adoption of the Sewer Service Charge System

The Sewer Service Charge System will be revised and adopted by resolution in accordance with Article V of the "Ordinance Establishing a Sewer Service Charge System."

PROJECTIONS  
of  
CONNECTION UNITS  
and  
FLOWS AND LOADINGS

<p align="center"><b>PROJECTION OF CONNECTION UNITS, FLOWS, AND LOADINGS</b></p>
--

The projected number of connections for the calculation of the Connection 1 rate and the number of dwelling units for determination of the Connection 2 rate are summarized on Table 1. The determination of projected flows, and BOD, TSS and TP loadings is presented below and summarized on Table 2.

**VOLUME:**

Residential sewer volumes are to be based on the metered water usage of each monthly period except for in those billing periods ending in June through September. The volume of a residential customer for the billing periods ending in June through September is to be equal to the water usage in the period or the average of their usage in the periods ending in October through May that usage occurred, whichever is less. Commercial and Public sewer volumes are to be based on the metered water usage of each month. The projected volume from residential, commercial, and public users will be 98% of their latest available metered water usage to allow for fluctuations in sewer usage. Industrial usage is projected based on information regarding the individual industry. At this time the only projected industrial usage is that of Tru Shine Truck Wash and D&H Transportation.

Residential:	Actual Monthly	98%
January - May, 2017	91,990,769	90,150,954
June - Sept. , 2017 (Sewer)	68,408,063	67,039,902
October - December, 2016	57,579,868	56,428,271
	<hr/>	<hr/>
Total	217,978,700	213,619,126
Monthly Average	18,164,892	17,801,594
Commercial:	9,239,367	9,054,580
Governmental:	0	0
		<hr/>
Subtotal:		26,856,174
Industrial:		2,600,000
Inflow and Infiltration:		22,812,500
		<hr/> <hr/>
TOTAL PER MONTH:		52,268,674

**BOD:**

Residential, Commercial, and Public BOD loading is to based on a 300 ppm concentration and the volumes projected above. Industrial usage is based on historic loadings of Tru Shine Truck Wash and D&H Transportation.

Residential:	8.34lb X	300.00	X	17.801594 =	44,540
Commercial:	8.34lb X	300.00	X	9.054580 =	22,655
Public:	8.34lb X	300.00	X	0.000000 =	0
Industrial:					<u>6,600</u>
TOTAL PER MONTH:					73,794

**TSS:**

Residential, Commercial, and Public TSS loading is to based on a 350 ppm concentration and the volumes projected above. Industrial usage is based on historic loadings of Tru Shine Truck Wash and D&H Transportation.

Residential:	8.34lb X	350.00	X	17.801594 =	51,963
Commercial:	8.34lb X	350.00	X	9.054580 =	26,430
Public:	8.34lb X	350.00	X	0.000000 =	0
Industrial:					<u>5,500</u>
TOTAL PER MONTH:					83,893

**TP:**

Residential, Commercial, and Public TP loading is to based on a 8 ppm concentration and the volumes projected above. Industrial usage is based on historic loadings of Tru Shine Truck Wash and D&H Transportation.

Residential:	8.34lb X	8.00	X	17.801594 =	1,188
Commercial:	8.34lb X	8.00	X	9.054580 =	604
Public:	8.34lb X	8.00	X	0.000000 =	0
Industrial:					<u>240</u>
TOTAL PER MONTH:					2,032

**TABLE 1:**  
**Sewer Users by Classification**

Classification	Number of User Connections	Number of Connection 3 Units	Difference
Residential	3675	4725	1050
Commercial	430	430	0
Industrial-SI1	2	2	0
Public-SP1	0	0	0
<b>TOTAL</b>	<b>4107</b>	<b>5157</b>	<b>1050</b>

**TABLE 2:**  
**Summary of Wastewater Flows and Loads by User Class**

CLASSIFICATION	FLOW		BOD		SUSPENDED SOLIDS		TOTAL PHOSPHORUS	
	MG/MO	MG/YR	LB/MO	LB/YR	LB/MO	LB/YR	LB/MO	LB/YR
Residential	17.8016	213.6191	44,540	534,475	51,963	623,554	1,188	14,253
Commercial	9.0546	108.6550	22,655	271,855	26,430	317,164	604	7,249
Public	0.0000	0.0000	0	0	0	0	0	0
Industry	2.6000	31.2000	6,600	79,200	5,500	66,000	240	2,880
Infiltration	22.8125	273.7500	0	0	0	0	0	0
<b>TOTALS:</b>	<b>52.2687</b>	<b>627.2241</b>	<b>73,794</b>	<b>885,530</b>	<b>83,893</b>	<b>1,006,718</b>	<b>2,032</b>	<b>24,382</b>

## BUDGET DISTRIBUTION



**TABLE 3**  
**2018 Sewer Disposal Fund #602 Budget Summary**

Description	49410 (All) 49515 Collection Oper & Mntc	49519 Collection I&I Program	49430 (All)* 49530 (All) Treatment Oper & Mntc	49610 Administrative & General	49640 (All) Customer Service	26000 ** Fund Equity Increases	49700 *** Fixed Assets	20000 & 47000 Debt Service	TOTAL	% of Total
Salaries & Benefits	\$182,505	\$22,940	\$436,725	\$33,405	\$32,720				\$708,295	34.14%
Supplies: chemicals for TP										
Supplies: all other	\$20,750	\$2,000	\$137,500	\$1,500	\$5,000				\$137,500	6.63%
Other Services and Charges	\$39,900	\$24,000	\$260,350	\$75,215	\$61,240				\$83,900	4.04%
Subtotal	\$243,155	\$48,940	\$889,225	\$110,120	\$98,960				\$460,705	22.21%
Treatment Fixed Assets										
Collection O&M Fixed Assets									\$1,390,400	67.02%
Collection System Improvements							\$0		\$0	0.00%
							\$416,220		\$0	0.00%
Principal (Collection)									\$0	0.00%
Principal (Post 87 WWTP)									\$0	0.00%
Interest (Collection)									\$0	0.00%
Interest (Post 87 WWTP)									\$0	0.00%
For Capital Projects									\$0	0.00%
For Equipment Revolving									\$33,267	1.60%
For Equipment Replacement									\$234,843	11.32%
Subtotal	\$0	\$0	\$0	\$0	\$0	\$268,110	\$416,220	\$0	\$684,330	32.98%
TOTAL	\$243,155	\$48,940	\$889,225	\$110,120	\$98,960	\$268,110	\$416,220	\$0	\$2,074,730	100.00%

\* Costs exclude \$40,000 in costs for Laboratory to be financed by revenues for Laboratory Services

\* Costs exclude use of reserves: \$55,000 for facilities plan, \$10,000 for chemicals and \$30,000 for digester cleaning

\*\* Includes \$210,875 to reserve for equipment replacement to compensate for interest earnings under 6%

\*\*\* Costs exclude \$10,000 use of reserves for treatment fixed assets

<b>DISTRIBUTION OF ADMINISTRATIVE AND GENERAL BUDGET</b>
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The General and Administrative Budget includes costs for Workers Compensation Insurance costs that are attributable to labor required for Treatment O&M, Collection O&M, the I&I Abatement Program, Administration, and Customer Services. These insurance costs will be distributed to each of the user charge system cost categories on the basis of salary costs.

<u>Labor Attributable Cost</u>	<u>Amount</u>
49615.1151      Work Comp Insurance	\$20,000
<b>TOTAL</b>	<b>\$20,000</b>

<u>Cost Category</u>	<u>Salary Costs</u>	<u>Distribution</u>	<u>Benefits</u>
Treatment O&M	\$436,725	61.66%	\$12,332
Collection O&M	\$182,505	25.77%	\$5,153
I&I Abatement Program	\$22,940	3.24%	\$648
Customer Services	\$32,720	4.62%	\$924
<b>SUBTOTAL</b>	<b>\$674,890</b>	<b>95.28%</b>	<b>\$19,057</b>
Administration	<u>\$33,405</u>	<u>4.72%</u>	<u>\$943</u>
<b>TOTAL</b>	<b>\$708,295</b>	<b>100.00%</b>	<b>\$20,000</b>

The balance of the Administrative and General Budget not to be distributed to other cost categories is to be distributed between Treatment and Collection on the basis of budget costs.

Total Administrative and General Budget:	\$110,120
Labor Costs to be distributed to others:	\$19,057
Administrative and General Budget Balance:	<u>\$91,063</u>

Distribution of Administrative and General Budget  
Balance to Treatment and Collection

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	Budget	Additional Labor Costs	TOTAL
Treatment O&M:	\$889,225	\$12,332	\$901,557
Collection O&M:	<u>\$243,155</u>	<u>\$5,153</u>	<u>\$248,308</u>
	\$1,132,380	\$17,485	\$1,149,865
Treatment Factor:	<u>\$901,557</u>	0.784	
	\$1,149,865		
Collection Factor:	<u>\$248,308</u>	0.216	
	\$1,149,865		

Distribution to Treatment O&M

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Admin & General Bdgt Balance	X Treatment factor =	\$71,399
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Distribution to Collection O&M

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Admin & General Bdgt Balance	X Collection factor =	<u>\$19,665</u>
	TOTAL	\$91,063

### DISTRIBUTION OF FUND EQUITY INCREASES

Fund Equity Increases (26000) includes Equipment Revolving (26403) for vehicles used in Treatment Operations and vehicles used in Collection Maintenance. Costs for Equipment Revolving are to be distributed to Collection and Treatment per itemization in the Equipment Revolving Schedule.

#### Distribution of Equipment Revolving

To Treatment (Other charges & services):	\$8,500
To Collection Maintenance:	<u>\$24,767</u>
TOTAL	\$33,267

Fund Equity Increases also provides for the required Equipment replacement reserve for treatment plant equipment. All costs for Equipment Replacement are to be distributed to the causative elements of Flow, BOD, and TSS and to I&I (Con. 1) per Tables 7 and 9.

### DISTRIBUTION OF DEBT SERVICE COSTS

Debt Service would include any obligations incurred as a result of WWTP Treatment Facility Projects. Such costs would be recovered through the causative elements of Flow, BOD, and TSS, and I&I (Con. 1) per Tables 7 and 8 or modifications of these tables.

Debt Service would also include any Collection Improvement obligations which are to be recovered through the Connection 2 Charge. For the purpose of this report, debt service would include any fund equity increases for debt service.

	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
Pre 1987 Obligations:	\$0	\$0	\$0
Collection Obligations:	\$0	\$0	\$0
Post 87 WWTP Obligations:	\$0	\$0	<u>\$0</u>
Total:			\$0

Note: The 2000-01 treatment facility improvements for phosphorus removal are financed from fund reserves and did not result in an increase in debt service obligations.

**SUMMARY OF TREATMENT  
OPERATION AND MAINTENANCE COSTS**

The following Costs are to be distributed to the causative elements of Flow, BOD and TSS per Tables 4,5 and 6. The costs attributable to Inflow and infiltration are to be latter distributed to Connection 1 on the basis of current annual average Inflow and Infiltration volume (.75 mgd).

<u>COST SOURCE</u>	<u>LABOR COSTS</u>	<u>TP CHEMICAL</u>	<u>OTHER COSTS</u>
O & M Budget (49430 & 49530)	\$436,725	\$137,500	\$315,000
Labor Costs from Admin & General	\$12,332		
Administrative & General (49610)			\$71,399
Fund Equity Inc. (26000)			\$8,500
Treatment Fixed Assets (49730)			\$0
<b>TOTAL</b>	<b>\$449,057</b>	<b>\$137,500</b>	<b>\$394,899</b>

**SUMMARY OF COLLECTION  
OPERATION AND MAINTENANCE COSTS**

The following costs are to be assigned to the causative element of flow. The costs attributable to Inflow and Infiltration are to be later distributed to Connection 1 on the basis of current annual average Inflow and Infiltration volume (.75 mgd)

<u>COST SOURCE</u>	<u>COST</u>
Operation Budget (49430)	\$243,155
Labor Costs from Admin & General	\$5,153
Administrative & General (49610)	\$19,665
Fund Equity Inc. (26000)	\$24,767
Collection O&M Fixed Assets (49760)	\$0
<b>TOTAL</b>	<b>\$292,740</b>

**OM&R COST ALLOCATIONS  
TO FLOW, BOD, TSS, AND INFLOW & INFILTRATION**

Costs for Operation, Maintenance, and Equipment Replacement, are to be proportionately allocated to the causative elements of Flow, BOD, TSS, TP and Inflow and Infiltration. The costs for Treatment Plant Operation and Maintenance, as previously summarized are to be allocated per tables 4,5, and 6. The costs of equipment replacement are to be allocated per tables 7 and 9. The cost for Collection O&M is to be allocated to flow. The following summarizes these allocations:

COSTS	TOTAL	FLOW	BOD	TSS	TP	I&I (con 1)
Treatment O & M	100.00% \$981,455	20.46% \$200,799	22.95% \$225,210	31.07% \$304,975	25.52% \$250,471	\$0
Equipment Repl.	100.00% \$234,843	33.19% \$77,941	30.90% \$72,557	23.00% \$54,008		12.92% \$30,338
Collection O & M	100.00% \$292,740	100.00% \$292,740				
TOTALS	\$1,509,038	\$571,479	\$297,767	\$358,983	\$250,471	\$30,338

**WWTP DEBT SERVICE COST ALLOCATIONS  
TO FLOW, BOD, TSS, AND I & I**

The Costs of post 1987 Wastewater Treatment Plant debt service is to be allocated per tables 7 and 8. There is currently no debt payments.

COSTS	TOTAL	FLOW	BOD	TSS	TP	I&I (con 1)
Debt Service	100.00% \$0	41.18% \$0	22.70% \$0	16.72% \$0	NA	19.40% \$0

TABLE 4

DISTRIBUTION OF TREATMENT PLANT O & M COSTS (EXC LABOR & TP CHEM) TO CAUSATIVE ELEMENTS

Column 1	2	3	4	5	6	7	8	9	10
	% of Total O & M		Distribution by item of O & M cost (excluding labor) to causative elements				Distribution of plant O & M cost (excluding labor) to causative elements		
	(Excluding Labor & TP Chemical)	Volume	BOD	TSS	TP	Volume (col 2 x col 3)	BOD (col 2 x col 4)	TSS (col 2 x col 5)	TP (col 2 x col 6)
Wastewater Pumping	17.9%	90.0%	3.4%	3.3%	3.3%	16.11%	0.61%	0.59%	0.59%
Preliminary Treatment	4.5%	0.0%	45.0%	50.0%	5.0%	0.00%	2.03%	2.25%	0.23%
Sedimentation	11.3%	0.0%	32.0%	63.0%	5.0%	0.00%	3.62%	7.12%	0.57%
Biological Treatment	4.5%	20.0%	60.0%	20.0%	0.0%	0.90%	2.70%	0.90%	0.00%
Chlorination	9.0%	90.0%	10.0%	0.0%	0.0%	8.10%	0.90%	0.00%	0.00%
Sludge Pumping	16.9%	8.0%	32.0%	40.0%	20.0%	1.35%	5.41%	6.76%	3.38%
Sludge Digestion	11.2%	8.0%	32.0%	40.0%	20.0%	0.90%	3.58%	4.48%	2.24%
Sludge Disposal	11.2%	8.0%	8.0%	64.0%	20.0%	0.90%	0.90%	7.17%	2.24%
Laboratory	4.5%	8.0%	31.0%	31.0%	30.0%	0.36%	1.40%	1.40%	1.35%
General	9.0%	25.0%	25.0%	25.0%	25.0%	2.25%	2.25%	2.25%	2.25%
TOTAL	100.0%			100.0%		30.86%	23.38%	32.91%	12.84%

TABLE 5

DISTRIBUTION OF TREATMENT PLANT LABOR COSTS TO CAUSATIVE ELEMENTS

Column 1	2	3	4	5	6	7	8	9	10
	% of Total Labor Costs		Distribution by item of O & M labor costs causative elements				Distribution of plant O & M labor costs causative elements		
		Volume	BOD	TSS	TP	Volume (col 2 x col 3)	BOD (col 2 x col 4)	TSS (col 2 x col 5)	TP (col 2 x col 6)
Wastewater Pumping	8.8%	90.0%	3.4%	3.3%	3.3%	7.92%	0.30%	0.29%	0.3%
Preliminary Treatment	4.4%	0.0%	42.0%	53.0%	5.0%	0.00%	1.85%	2.33%	0.2%
Sedimentation	16.5%	0.0%	32.0%	63.0%	5.0%	0.00%	5.28%	10.40%	0.8%
Biological Treatment	8.7%	20.0%	60.0%	20.0%	0.0%	1.74%	5.22%	1.74%	0.0%
Chlorination	4.4%	90.0%	10.0%	0.0%	0.0%	3.96%	0.44%	0.00%	0.0%
Sludge Pumping	27.6%	4.0%	32.0%	44.0%	20.0%	1.10%	8.83%	12.14%	5.5%
Sludge Digestion	11.0%	4.0%	32.0%	44.0%	20.0%	0.44%	3.52%	4.84%	2.2%
Sludge Disposal	5.5%	8.0%	8.0%	64.0%	20.0%	0.44%	0.44%	3.52%	1.1%
Laboratory	8.7%	10.0%	30.0%	30.0%	30.0%	0.87%	2.61%	2.61%	2.6%
General	4.4%	25.0%	25.0%	25.0%	25.0%	1.10%	1.10%	1.10%	1.1%
TOTAL	100.0%			100.0%		17.57%	29.59%	38.97%	13.87%

TABLE 6

Distribution of total treatment plant operation and maintenance costs to the causative elements

Column 1	2	3	4	5	6	7	8	9	10	11
ITEM	COST		Distribution of separate costs to causative elements (%)				Distribution of total costs to causative elements (%)			
	dollars	% of total	VOLUME	BOD	TSS	TP	VOLUME (3 x 4)	BOD (3 x 5)	TSS (3 x 6)	TP (3 x 7)
Labor costs	\$449,056.73	45.75%	17.57%	29.59%	38.97%	13.87%	8.04%	13.54%	17.83%	6.34%
TP Chemical	\$137,500.00	14.01%				100.00%				14.01%
All other costs	\$394,898.54	40.24%	30.86%	23.38%	32.91%	12.84%	12.42%	9.41%	13.24%	5.17%
TOTAL	\$981,455.27	85.99%					20.46%	22.95%	31.07%	25.52%

TABLE 7

WWTP CONSTRUCTION COSTS AND ALLOCATION TABLE

PLANT COMPONENT	CONSTRUCTION COST	EST. USEFUL LIFE	ALLOCATION			
			FLOW	TP	BOD	TSS I&I (CON 1)
Equalization Basin	\$1,088,365	20	0.0%	--	0.0%	100.0%
Equalization Pump Station	\$475,285	20	0.0%	--	0.0%	100.0%
Maintenance Building	\$105,346	30	33.3%	--	33.3%	0.0%
Control Building	\$401,051	30	33.3%	--	33.3%	0.0%
Primary Clarifiers	\$209,322	20	80.0%	--	10.0%	0.0%
Exstg T. Filter Pump Station	\$61,733	20	90.0%	--	5.0%	0.0%
New T. Filter Pump Stations	\$855,485	20	90.0%	--	5.0%	0.0%
Trickling Filter Improvements	\$1,351,588	20	40.0%	--	60.0%	0.0%
Int/Final Clarifier Impr.	\$326,572	20	80.0%	--	10.0%	0.0%
Chlorination System	\$75,217	20	80.0%	--	10.0%	0.0%
Digester Complex	\$708,096	20	10.0%	--	30.0%	0.0%
Yard Piping	\$797,152	50	90.0%	--	0.0%	0.0%
Site Work	\$655,357	50	33.3%	--	33.3%	0.0%
Heating/Ventilating	\$192,678	15	33.3%	--	33.3%	0.0%
Electrical/Instrumentation	\$633,556	15	33.3%	--	33.3%	0.0%
Sludge Vehicle	\$105,346	10	10.0%	--	30.0%	0.0%
Sludge Lagoons	\$15,851	50	10.0%	--	30.0%	0.0%
Subtotal	\$8,058,000		ALLOCATION BY CONSTRUCTION COSTS			
Contingencies (3%)	\$241,740	"	"	--	"	"
Step 2 Engineering Fees	\$560,000	"	"	--	"	"
Step 3 Engineering Fees	\$826,000	"	"	--	"	"
Interest During Construction	\$30,000	"	"	--	"	"
Total	\$9,715,740					



TABLE 8

## WWTP CONSTRUCTION COST ALLOCATION (FOR DISTRIBUTION OF POST 87 WWTP DEBT)

PLANT COMPONENT	CONSTRUCTION COST	COST ALLOCATION			
		FLOW	BOD	TSS	I&I (CON 1)
Equalization Basin	\$1,088,365	\$0	\$0	\$0	\$1,088,365
Equalization Pump Station	\$475,285	\$0	\$0	\$0	\$475,285
Maintenance Building	\$105,346	\$35,116	\$35,115	\$35,115	\$0
Control Building	\$401,051	\$133,686	\$133,682	\$133,682	\$0
Primary Clarifiers	\$209,322	\$167,458	\$20,932	\$20,932	\$0
Exstg T. Filter Pump Station	\$61,733	\$55,560	\$3,087	\$3,087	\$0
New T. Filter Pump Stations	\$855,485	\$769,937	\$42,774	\$42,774	\$0
Trickling Filter Improvements	\$1,351,588	\$540,635	\$810,953	\$0	\$0
Int/Final Clarifier Impr.	\$326,572	\$261,258	\$32,657	\$32,657	\$0
Chlorination System	\$75,217	\$60,174	\$7,522	\$7,522	\$0
Digester Complex	\$708,096	\$70,810	\$212,429	\$424,858	\$0
Yard Piping	\$797,152	\$717,437	\$0	\$79,715	\$0
Site Work	\$655,357	\$218,457	\$218,450	\$218,450	\$0
Heating/Ventilating	\$192,678	\$64,227	\$64,225	\$64,225	\$0
Electrical/Instrumentation	\$633,556	\$211,190	\$211,183	\$211,183	\$0
Sludge Vehicle	\$105,346	\$10,535	\$31,604	\$63,208	\$0
Sludge Lagoons	\$15,851	\$1,585	\$4,755	\$9,511	\$0
Subtotal	\$8,058,000	\$3,318,062	\$1,829,369	\$1,346,919	\$1,563,650
Contingencies (3%)	\$241,740	\$99,542	\$54,881	\$40,408	\$46,910
Step 2 Engineering Fees	\$560,000	\$230,593	\$127,134	\$93,606	\$108,668
Step 3 Engineering Fees	\$826,000	\$340,124	\$187,523	\$138,068	\$160,285
Interest During Construction	\$30,000	\$12,353	\$6,811	\$5,015	\$5,821
Total	\$9,715,740	\$4,000,674	\$2,205,717	\$1,624,015	\$1,885,333
% ALLOCATION		41.18%	22.70%	16.72%	19.40%

TABLE 9

## ALLOCATION OF WWTP EQUIPMENT REPLACEMENT COSTS

PLANT COMPONENT	EQUIPMENT REPLACEMENT COSTS (P. WORTH)	EQUIPMENT REPLACEMENT COSTS \$/YR	COST ALLOCATION			
			FLOW	BOD	TSS	I&I (CON 1)
Equalization Basin	\$492,000	\$8,590	\$0	\$0	\$0	\$8,590
Equalization Pump Station	\$76,000	\$1,327	\$0	\$0	\$0	\$1,327
Maintenance Building	\$0	\$0	\$0	\$0	\$0	\$0
Control Building	\$0	\$0	\$0	\$0	\$0	\$0
Primary Clarifiers	\$192,000	\$3,352	\$2,682	\$335	\$335	\$0
Exstg T. Filter Pump Station	\$14,000	\$244	\$220	\$12	\$12	\$0
New T. Filter Pump Stations	\$145,000	\$2,532	\$2,278	\$127	\$127	\$0
Trickling Filter Improvements	\$1,079,000	\$18,839	\$7,536	\$11,303	\$0	\$0
Int/Final Clarifier Impr.	\$293,000	\$5,116	\$4,093	\$512	\$512	\$0
Chlorination System	\$60,000	\$1,048	\$838	\$105	\$105	\$0
Digester Complex	\$623,000	\$10,877	\$1,088	\$3,263	\$6,526	\$0
Yard Piping	\$0	\$0	\$0	\$0	\$0	\$0
Site Work	\$0	\$0	\$0	\$0	\$0	\$0
Heating/Ventilating	\$101,000	\$3,179	\$1,060	\$1,060	\$1,060	\$0
Electrical/Instrumentation	\$479,000	\$15,076	\$5,025	\$5,025	\$5,025	\$0
Sludge Vehicle	\$105,000	\$6,588	\$659	\$1,976	\$3,953	\$0
Sludge Lagoons	\$0	\$0	\$0	\$0	\$0	\$0
Subtotal	\$3,659,000	\$76,768	\$25,478 33.19%	\$23,718 30.90%	\$17,655 23.00%	\$9,917 12.92%

DETERMINATION  
of  
USAGE RATES

<b>DETERMINATION OF USER CHARGE</b>
-------------------------------------

The OM&R costs as previously allocated to FLOW, BOD, and TSS are to be divided by the projected annual flows and loadings to determine the unit rates for these causative elements.

**FLOW:**

$$\text{UNIT RATE per 1000 gal} = \frac{\$571,479}{627,224,086} \times 1000 = \$0.91112$$

**BOD:**

$$\text{UNIT RATE per pound} = \frac{\$297,767}{885,530} = \$0.33626$$

**TSS:**

$$\text{UNIT RATE per pound} = \frac{\$358,983}{1,006,718} = \$0.35659$$

**TP:**

$$\text{UNIT RATE per pound} = \frac{\$250,471}{24,382} = \$10.27274$$

<b>DETERMINATION OF DEBT SERVICE CHARGE</b>
---

The WWTP Debt Service costs as previously allocated to FLOW, BOD, and TSS are to be divided by the design annual flows and loadings to determine the unit rates for these causative elements. The WWTP Debt Service costs not recovered through the Debt Service Charge due the difference between design and projected flows and loads are to be recovered through the Connection 2 Charge. There is currently no Debt Service costs.

**FLOW:**

$$\text{UNIT RATE per 1000 gal} = \frac{\$0}{835,850,000} \times 1000 = \$0.00000$$

**BOD:**

$$\text{UNIT RATE per pound} = \frac{\$0}{2,837,875} = \$0.00000$$

**TSS:**

$$\text{UNIT RATE per pound} = \frac{\$0}{2,296,215} = \$0.00000$$

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**WWTP DEBT SERVICE COSTS NOT RECOVERED BY DEBT SERVICE CHARGE**


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**FLOW:**

$$(835850000 - 627224085.84) / 1000 \times \$0.00000 = \$0$$

**BOD:**

$$(2837875 - 885530) \times \$0.00000 = \$0$$

**TSS:**

$$(2296215 - 1006718) \times \$0.00000 = \$0$$

**TOTAL:**


---

**\$0**

<b>CALCULATION OF USAGE CHARGE</b>
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The Usage Charge is the sum of both the User Charge and the Debt Service Charge.

**FLOW:**

User Charge :	\$0.91112
Debt Service Charge :	\$0.00000
<hr/>	
UNIT RATE per 1000 gal =	\$0.91112

**BOD:**

User Charge :	\$0.33626
Debt Service Charge :	\$0.00000
<hr/>	
UNIT RATE per pound =	\$0.33626

**TSS:**

User Charge :	\$0.35659
Debt Service Charge :	\$0.00000
<hr/>	
UNIT RATE per pound =	\$0.35659

**TP:**

User Charge :	\$10.27274
Debt Service Charge :	\$0.00000
<hr/>	
UNIT RATE per pound =	\$10.27274

<b>DETERMINATION OF USAGE RATE PER 1000 GALLONS FOR NON INDUSTRIAL BILLING</b>
--

FLOW						\$0.91112
BOD:	.001 MG X 8.34 X	300.00	=	2.5020		
	2.502 LB X	\$0.3363	=	\$0.84132		
TSS:	.001 MG X 8.34 X	350.00	=	2.9190		
	2.919 LB X	\$0.3566	=	\$1.04089		
TP:	.001 MG X 8.34 X	8.00	=	0.0667		
	0.06672 LB X	\$10.2727	=	\$0.68540		
<hr/>						
<b>TOTAL COST PER 1000 GALLONS:</b>						<b>\$3.479</b>

DETERMINATION  
of  
CONNECTION CHARGES

<b>DETERMINATION OF CONNECTION CHARGE</b>
---

Connection 1 is to recover costs for billing administration, and operation and replacement costs attributable to I&I.

Connection 2 is to recover debt costs attributable to I&I.

Connection 3 is to recover costs of collection debt service, collection improvements, and any WWTP Reserve Capacity Debt Service.

The connection 1 and 2 charges are to be billed to each user of the Treatment Works. The connection 3 charge is to be billed for each user connection to nonresidential users and for each dwelling unit to residential users. Each sewer user shall be billed a minimum of a connection 1 charge, connection 2 charge, and connection 3 charge. A residential user with more than one dwelling unit shall be billed one connection 1 charge, one connection 2 charge, plus the number of dwelling units times the connection 3 charge.

Inflow and infiltration costs include those costs for that portion of total volume attributable to I&I multiplied by the flow user charge rate and debt service charge rate. The volume of I&I is determined to be .75 mgd or 273.75 mgy.

**TABULATION OF CONNECTION 1 COSTS:**

Customer Service & Info - 49640 (Billing Admin):				\$98,960
Customer Service Labor Costs from Admin & General:				\$924
I&I Equipment Replacement:				\$30,338
I&I contribution to flow user charge:				
	273,750 gal/1000 X	\$0.911	=	\$249,419
I&I Program:				\$48,940
I&I Program Labor Costs from Admin & General:				\$648
<b>TOTAL CONNECTION 1:</b>				<b>\$429,228</b>

**TABULATION OF CONNECTION 2 COSTS:**

I&I Debt:				\$0
I&I contribution to flow debt service charge:				
	273,750 gal/1000 X	\$0.000	=	\$0
<b>TOTAL CONNECTION 2:</b>				<b>\$0</b>

**TABULATION OF CONNECTION 3 COSTS:**

Collection Improvements (fixed assets):				\$416,220
All pre 1988 Debt Service:				\$0
Collection Debt Service:				\$0
Reserve Capacity Debt Service:				\$0
<b>TOTAL COLLECTION 3:</b>				<b>\$416,220</b>

**DETERMINATION OF CONNECTION 1 RATE:**

$$\text{Unit Rate} = \frac{\$429,228}{4107} \times \frac{1}{12} = \$8.71$$

**DETERMINATION OF CONNECTION 2 RATE:**

$$\text{Unit Rate} = \frac{\$0}{4107} \times \frac{1}{12} = \$0.00$$

**DETERMINATION OF CONNECTION 3 RATE:**

$$\text{Unit Rate} = \frac{\$416,220}{5157} \times \frac{1}{12} = \$6.73$$

<b>TOTAL MINIMUM CONNECTION CHARGE / MN:</b>	\$15.44
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<b>CHARGE FOR EACH ADDITIONAL DWELLING / MN:</b>	\$6.73
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## INFORMATION SUMMARY

## SUMMARY OF RATE CHANGES

	2013	2014	2015	2016	2017	2018	2018-17
Flow O&M Costs	\$500,719	\$497,233	\$514,994	\$536,876	\$554,704	\$571,479	3.02%
Flow O&M Units	649,660,005	644,348,369	627,734,098	636,059,537	631,338,510	627,224,086	-0.65%
Flow User Rate	0.77074	0.77168	0.82040	0.84407	0.87862	0.91112	3.70%
Flow Debt Costs	\$0	\$0	\$0	\$0	\$0	\$0	NA
Flow Debt Units	835,850,000	835,850,000	835,850,000	835,850,000	835,850,000	835,850,000	NA
Flow Debt Rate	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000	NA
Flow Usage Rate	\$0.77074	\$0.77168	\$0.82040	\$0.84407	\$0.87862	\$0.91112	3.70%
BOD O&M Costs	\$264,434	\$250,442	\$260,088	\$275,927	\$286,713	\$297,767	3.86%
BOD O&M Units	928,474	921,180	888,613	898,629	889,819	885,530	-0.48%
BOD User Rate	0.28480	0.27187	0.29269	0.30705	0.32222	0.33626	4.36%
BOD Debt Costs	\$0	\$0	\$0	\$0	\$0	\$0	NA
BOD Debt Units	2,837,875	2,837,875	2,837,875	2,837,875	2,837,875	2,837,875	NA
BOD Debt Rate	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000	NA
BOD Usage Rate	\$0.28480	\$0.27187	\$0.29269	\$0.30705	\$0.32222	\$0.33626	4.36%
TSS O&M Costs	\$316,212	\$310,502	\$321,489	\$336,187	\$348,058	\$358,983	3.14%
TSS O&M Units	1,086,220	1,063,709	1,000,715	1,005,200	1,011,722	1,006,718	-0.49%
TSS User Rate	0.29111	0.29191	0.32126	0.33445	0.34403	0.35659	3.65%
TSS Debt Costs	\$0	\$0	\$0	\$0	\$0	\$0	NA
TSS Debt Units	2,296,215	2,296,215	2,296,215	2,296,215	2,296,215	2,296,215	NA
TSS Debt Rate	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000	NA
TSS Usage Rate	\$0.29111	\$0.29191	\$0.32126	\$0.33445	\$0.34403	\$0.35659	3.65%
TP O&M Costs	\$265,687	\$259,571	\$252,720	\$255,105	\$248,258	\$250,471	0.89%
TP O&M Units	26,619	24,905	24,176	24,731	24,617	24,382	-0.95%
TP User Rate	9.98100	10.42253	10.45318	10.31500	10.08504	10.27274	1.86%
TP Debt Costs	\$0	\$0	\$0	\$0	\$0	\$0	NA
TP Debt Units	0	0	0	0	0	0	NA
TP Debt Rate	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000	NA
TP Usage Rate	\$9.98100	\$10.42253	\$10.45318	\$10.31500	\$10.08504	\$10.27274	1.86%
Nonind. Usage Rt. per 1000 gal.	\$2.999	\$2.999	\$3.188	\$3.277	\$3.362	\$3.479	3.48%
Conn. 1 Costs	\$424,049	\$381,476	\$400,665	\$402,863	\$415,944	\$429,228	3.19%
Conn. 1 Units	48,204	48,204	48,204	48,384	48,684	49,284	1.23%
Conn. 1 Rate	\$8.80	\$7.91	\$8.31	\$8.33	\$8.54	\$8.71	1.99%
Conn. 2 Costs	\$0	\$0	\$0	\$0	\$0	\$0	NA
Conn. 2 Units	48,204	48,204	48,204	48,384	48,684	49,284	NA
Conn. 2 Rate	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	NA
Conn. 3 Costs	\$391,040	\$397,200	\$402,770	\$406,430	\$439,890	\$416,220	-5.38%
Conn. 3 Units	60,804	60,804	60,864	60,984	61,284	61,884	0.98%
Conn. 3 Rate	\$6.43	\$6.53	\$6.62	\$6.66	\$7.18	\$6.73	-6.27%
Total Connection	\$15.23	\$14.44	\$14.93	\$14.99	\$15.72	\$15.44	-1.78%

<b>TYPICAL BILLS</b>
----------------------

RESIDENTIAL, COMMERCIAL, AND PUBLIC:

<u>Usage</u>	<u>2017 Rate</u>	<u>2018 Rate</u>	<u>% Change</u>
2,000 gal/mnth	\$22.44	\$22.40	-0.18%
3,000 gal/mnth	\$25.81	\$25.88	0.27%
3,840 gal/mnth*	\$28.76	\$28.80	0.14%
5,000 gal/mnth	\$32.53	\$32.84	0.95%
10,000 gal/mnth	\$49.34	\$50.23	1.80%
15,000 gal/mnth	\$66.15	\$67.63	2.24%
20,000 gal/mnth	\$82.96	\$85.02	2.48%
40,000 gal/mnth	\$150.20	\$154.60	2.93%
60,000 gal/mnth	\$217.44	\$224.18	3.10%

\* AVERAGE MONTHLY USAGE PER DWELLING UNIT = 3,840

<b>2018 SEWER SERVICE CHARGE SYSTEM REVENUE PROJECTIONS BY USER CLASSIFICATION</b>
--

RESIDENTIAL:	\$1,508,882.94
COMMERCIAL:	\$457,681.01
PUBLIC:	\$0.00
INDUSTRIAL:	\$108,549.73
	-----
TOTAL	\$2,075,113.67

**RESOLUTION NO. 2017-11-\_\_\_\_**  
**APPROVING CHANGES IN THE SEWER RATE SCHEDULE**

**WHEREAS**, City Ordinance Number 745 requires that the City annually reassess and, as necessary, revise the Sewer Service Charge System in use to insure the proportionality of the user charges and to insure the sufficiency of funds to maintain the capacity and performance to which the facilities were constructed, and to retire the construction debt; and

**WHEREAS**, the operational control and management of the municipal wastewater treatment and collection facilities has been transferred to the Water and Light Commission pursuant to Section 6.02 of the City of Worthington Charter; and

**WHEREAS**, under Section 6.04 of the City of Worthington Charter, the Water and Light Commission shall have the power to fix rates and charges for utility services, including such services furnished to the City, and to provide for the collection thereof subject to such ordinances as the City Council may adopt; and

**WHEREAS**, The City Engineer has prepared the 2018 Sewer Service Charge System dated November 15, 2017, establishing rates and charges for the year 2018; and

**WHEREAS**, The Water and Light Commission did, on November 20, 2017, approve the 2018 Sewer Service Charge System as prepared and recommends its adoption; and

**WHEREAS**, Chapter 51 of the City Code requires that changes in Sewer Service rates and charges be adopted by Council Resolution and published in the local newspaper.

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

1. That the 2018 Sewer Service Charge System, prepared by the City Engineer, and dated November 15, 2017, be hereby adopted.
2. That said Sewer Service Charge System is to be effective with the January 2018 billing period.

Adopted by the City Council of the City of Worthington, Minnesota, this the 27<sup>th</sup> day of November, 2017.

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Mayor

---

Assistant City Clerk

**Feasibility Report**  
**for**  
**City of Worthington, Minnesota**

**West Gateway Drive Area**  
**Sewer & Water Extensions**

**November 17, 2017**

*Prepared By:*



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## Introduction

The purpose of this report is to determine the feasibility of extending sanitary sewer and watermain to the future development of the West Gateway Drive Area located North of T.H. 59 near County Road 57. This report will focus specifically on the extension of sanitary sewer and watermain to the southwest area of the development, where a gas station is being proposed. The effect of these utility extensions will also be studied as to how they limit and/or accommodate future development in the West Gateway Drive Area, which is shown on the attached Exhibit A map.

This report has been prepared pursuant to Council resolutions of August 14, 2017.

## Project Need

The proposed extension of sanitary sewer and watermain is intended to provide service to the West Gateway Drive Area. This is being considered at this time due to a proposed gas station located at the northwest quadrant of the intersection between T.H. 59 and County Road 57. Extending the sewer and watermain to the proposed property would act as the beginning of Phase I of the City's T.H. 59/60 Master Plan as well as provide water and sewer services to a property within City limits that does not abut a watermain or sanitary sewer main.

The City's Master Plan includes preliminary corridors with sanitary sewer and watermain trunk lines to provide services to the West Gateway Drive area. Phase I of the Master Plan includes extending watermain and sanitary sewer and adding a stormwater drainage system to Area A of the development (See attached Exhibit A).

## Design

### Watermain Extension

The City's T.H. 59/60 Master Plan shows a 10" watermain extending south on South Lake Street for roughly 550 feet before turning west toward Plotts Avenue for 1,235 feet and again running south along Plotts Avenue for 741 feet. This will be Option 1 for the feasibility report and will end with a 10"x10" Tee having stubs to the east and west. As shown on Exhibit B, Option 1 utilizes the B Street corridor for utility placement. This street corridor is preliminary and has not been platted. Installing the watermain under a preliminary street design limits the layout of the future development lot sizes and could restrict how the property is able to develop in the future.

A second option, Option 2, was considered for extending watermain as shown in attached Exhibit C. This option extends the 10" watermain south on South Lake Street for 150 feet before turning west running north of and parallel to an existing sanitary sewer trunk line. Before intersecting Plotts Avenue it again heads south along the ditch 1,143 feet, where it ends with a 10"x10" Tee. Stubs will be provided for future connections to the east and west.

Both options include properly spaced hydrant assemblies for flushing and pressure testing after installation. Where possible, hydrants will be positioned at high points. To serve the proposed gas

station and future developments, both options include a 75-foot, 10" stub to the west. The developer will be responsible for further extension of the main as needed to service their property.

Future extensions of the watermain will create a loop which will provide an increased maximum flow capacity and better water quality. The proposed 10" watermain will mitigate the deficiencies of the temporarily non-looped main and ensure adequate flow capacity for future extensions.

### Sanitary Sewer Extension

The proposed sanitary sewer will connect to the existing 8" stub in place on County Road 57 and extend on a projection of the current main's elevation and grade. A proposed manhole will be placed within the right of way, where City owned property begins, west of County Road 57. From the first proposed manhole, the main will gradually direct southwest into the west ditch to minimize road repair costs. Once the main extends far enough to be placed without impacting the county road, it will again head south paralleling the road. Exhibit D attached shows the sanitary sewer layout.

The invert depths of structures will begin at approximately 22 feet at the connection and approximately 8 feet at the terminating end. An 8" main at minimum grade (0.4%) will ensure Area A from the City's Master Plan is served with sanitary sewer. An 8", 20-foot long stub to the west will be provided for the proposed gas station and other future development. The developer will be responsible for further extension of the main as needed to service their property.

## Cost

### Option 1

The total estimated improvement project cost, including engineering and contingencies, for Option 1 is \$500,636. The price includes watermain extension Option 1, sanitary sewer extension, and the street repairs associated with the utility extensions. A summary of the costs is shown below with a more detailed breakdown attached in the appendix.

#### **Proposed Design Estimate**

Subtotal Water Costs:	\$277,125
-----------------------	-----------

Subtotal Sewer Costs:	\$223,511
-----------------------	-----------

<b>Total Cost including Contingency, Engineering and Administration:</b>	<b>\$500,636</b>
--	------------------

#### **Standard Depth & Size Estimate**

Subtotal Water Costs:	\$229,776
-----------------------	-----------

Subtotal Sewer Costs:	\$206,658
-----------------------	-----------

<b>Total Cost including Contingency, Engineering and Administration:</b>	<b>\$436,434</b>
--	------------------



## Option 2

The total estimated improvement project cost, including engineering and contingencies, for Option 2 is \$499,290. The price includes watermain extension Option 2, sanitary sewer extension, and the street repairs associated with the utility extensions. A summary of the costs is shown below with a more detailed breakdown attached in the appendix.

### Proposed Design Estimate

Subtotal Water Costs: \$275,779

Subtotal Sewer Costs: \$223,511

**Total Cost including Contingency,  
Engineering and Administration: \$499,290**

### Standard Depth & Size Estimate

Subtotal Water Costs: \$228,572

Subtotal Sewer Costs: \$206,658

**Total Cost including Contingency,  
Engineering and Administration: \$435,230**

## Assessments

Special assessments for wastewater collection and for water distribution projects are levied in two components, trunk assessments and lateral assessments. In general, lateral assessments are levied to properties along a project based on the cost that would be incurred in constructing a sewer or water main of the size and depth (applicable to sewer only) adequate for only providing service to abutting properties. Such lateral costs are based on the installation of an 8" main at up to 10' feet in depth (standard depth and size). The remaining costs would be defined as trunk costs or those additional costs associated with providing service to an area larger than that which abuts on the project. In the case of water distribution projects, the cost of installing hydrants is also defined as trunk costs. The estimated trunk costs of the proposed improvement are as follows:

<u>Sanitary Sewer</u>	<u>Water Option 1</u>	<u>Water Option 2</u>
\$16,852.61	\$47,348.95	\$47,207.27

### Lateral Assessments

Lateral assessments are based on the lateral costs as previously defined and the rate determining frontage or Residential Equivalent Connections (RECs) applicable to the project. The lateral costs divided by the rate determining units establishes the assessment rate. The amount of assessments is equal to the assessment rate multiplied by assessable units. Assessable units may be less than rate determining units when a portion or portions of the project abut property that is not benefitted by the project or is outside the corporate limits. Portions of the properties on the opposite side of West Gateway Drive as the location of the sewer or water main are not found to be benefitted nor proposed to be assessed at this time because it has been the recent practice of the City to not assess lateral benefit across highways such as West Gateway Drive due to the physical barrier they tend to pose. The determination of lateral benefit on such a basis is consistent with previous projects having comparable circumstances such as the West-North Interceptor Phase V and VI projects (along South Crailsheim Road/ Olson Park) and Water

Main Improvement 102 (water main on North Crailsheim south of Collegeway). Only those properties having access to the mains without crossing West Gateway Drive as shown on Exhibits E through G are proposed to be immediately assessed lateral benefit. In regard to frontage at the points where the mains are extended across West Gateway Drive at the southerly end of the improvements, each point of access would support two independent service connections and therefore the equivalent frontage of two REC's (108.9 feet each) would be assigned at each point of access. Such an assignment of property by a point of connection is also consistent with previous improvements such as those cited above. The wetland area north of the Water Main Option 2 would not be considered benefitted at this time.

The selection of REC or frontage units tends to be based on the status of the abutting property. Frontage is generally used when assessments are to be levied to undeveloped property or properties that may be subdivided or rearranged. The use of frontage units yields a uniformly distributed rate which is beneficial in equitably reapportioning assessments at the time development or changes in property lines occurs. REC units are typically used where the number of individual connections or lots is able to be identified at the time the project is undertaken. In the case of this project, one property is proposed to be rearranged and the other could potentially be subdivided. It is therefore proposed to utilize frontage units.

As per past City practice, the rate determining frontage would be established on the basis of what would be potentially benefitted frontages if not for the separation created by county highways, being outside city limits or being undevelopable. The determination of lateral rates on such a basis is consistent with previous projects having comparable circumstances. The lateral assessment rate will therefore be equal to the lateral costs divided by the frontage that would abut each side of the length of the sanitary sewer or water main extension.

The sanitary sewer and water lateral assessment rate would be calculated as follows:

	<b><u>Lateral Costs</u></b>	<b><u>Rate Determining Units</u></b>	<b><u>Lateral Rate</u></b>
<b>Sanitary Sewer</b>	\$206,658.08	2,205.9	\$93.68
<b>Water Main Option 1</b>	\$229,776.13	5,065.8	\$45.36
<b>Water Main Option 2</b>	\$228,571.85	5,040.4	\$45.35

Due to the unusually high assessments that would result from strict use of the City's Assessment Ordinance, it is believed that these assessments would exceed the benefit derived from the project as defined by the intent of Minnesota Statutes. It is therefore recommended that the lateral assessment be based on the current value of the previous calculated sewer and water lateral assessment rates used in similar situations, which are estimated to be \$38.31 per foot for water main and \$63.70 per foot for sanitary sewer at the time the project is undertaken. Final lateral assessments will be determined at the time of project financing or on calculated rates, whichever is less.

Properties that are not proposed to be assessed lateral benefit at this time will be subject to additional assessments in the future if connections (lateral or service) are made to the mains installed in the proposed improvement. This would be the case whether a services is extended under West Gateway Drive, the wetland area is developed (wetland replacement required), or properties are annexed and subsequently utilize a main crossing of West Gateway Drive.

### Trunk Assessments

Trunk assessments are levied on the basis of area benefitted by a water extension and the current trunk assessment rate which is independent of a particular project's cost. The trunk rate is defined by ordinance and originates from a July 1975 determination of estimated costs for all trunk improvements needed at that time and the total area to be served by those improvements. An adjustment using a construction cost index maintains current value of the trunk rate. A trunk fund receives all trunk assessments and is utilized to retire those debt costs attributable to trunk project costs. The trunk fund may receive more or less assessments than trunk costs for each project undertaken. As with lateral assessments, only the areas shown on Exhibits E through G are proposed to be immediately subject to trunk sanitary sewer or water assessments as a result of the proposed improvement.

Similar to lateral assessments, properties or portions of properties that are not proposed to be assessed trunk benefit at this time will be subject to additional assessments in the future if the mains installed in the proposed improvement are utilized in one manner or the other. Additional trunk assessments are also levied as additional property is developed. In other words, as property is incorporated into a development that property will be subject to additional trunk assessments if not assessed at this time.

### Estimated Assessments

Estimated assessments, trunk fund obligations, and "City Share" costs of the project are as follows:

#### SANITARY SEWER

	<u>LATERAL</u>	<u>TRUNK</u>	<u>TOTAL</u>
<b>Assessments</b>	\$44,534.20	\$32,588.54	\$77,122.74 (34.5%)
<b>Trunk Fund (due to)</b>		(\$15,735.93)	(\$15,735.93)
<b>City Share</b>	<u>\$162,123.88</u>	<u>0.00</u>	<u>\$162,123.88</u>
<b>TOTAL</b>	\$206,658.08	\$16,852.61	\$223,510.69

#### WATER MAIN OPTION 1

	<u>LATERAL</u>	<u>TRUNK</u>	<u>TOTAL</u>
<b>Assessments <sup>1</sup></b>	\$127,993.36	\$52,514.74	\$180,508.10 (65.1%)
<b>Trunk Fund (due to)</b>		(\$5,165.79)	(\$5,165.79)
<b>City Share</b>	<u>\$101,782.77</u>	<u>0.00</u>	<u>\$101,782.77</u>
<b>TOTAL</b>	\$229,776.13	\$47,348.95	\$277,125.08

**WATER MAIN OPTION 2 (RECOMMENDED)**

	<u>LATERAL</u>	<u>TRUNK</u>	<u>TOTAL</u>
<b>Assessments <sup>1</sup></b>	\$69,807.94	\$52,514.74	\$122,322.68 (44.4%)
<b>Trunk Fund (due to)</b>		(\$5,307.47)	(\$5,307.47)
<b>City Share</b>	<u>\$158,763.91</u>	<u>0.00</u>	<u>\$158,763.91</u>
<b>TOTAL</b>	\$228,571.85	\$47,207.27	\$275,779.12

<sup>1</sup> Includes City assessments as property owner

It is proposed that the project be initially financed by PIR bonding. Temporary use of 401 Construction Fund reserves may be needed until bond proceeds are received. Revenues from special assessments levied as a result of the project along with the annual special tax levy required to recover the city share of the project would be utilized for bond repayment. Assessments for City owned property is not presented as a City share and is to be paid from sources other than levy for debt services.

### **Recommendation**

For the watermain extension, we recommend Option 2. This option is slightly lower in cost, will provide the greatest flexibility when future development occurs in Area B between South Lake Street and Plotts Avenue, and keeps the watermain in proximity to the sanitary sewer main which will be more efficient when maintaining the utilities in the future.

For the Sanitary Sewer Extension, the alignment selected provides the most cost effective solution by minimizing county road impacts while still providing gravity sewer service to the West Gateway Drive Area as shown on the attached exhibit.

### **Summary**

This report and attached appendices complete Design Tree Engineering Inc.'s submittal of the Feasibility Study for West Gateway Drive Area Sewer and Watermain Extension. The public improvements project as proposed in this report, is a feasible and cost effective manner in which to provide water service and a wastewater collection service to the West Gateway Development area.





Design Tree  
ENGINEERING AND  
LAND SURVEYING

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WEST GATEWAY  
DRIVE AREA  
SEWER AND  
WATER  
EXTENSIONS

PRELIMINARY:  
NOT FOR  
CONSTRUCTION

WORTHINGTON,  
MINNESOTA

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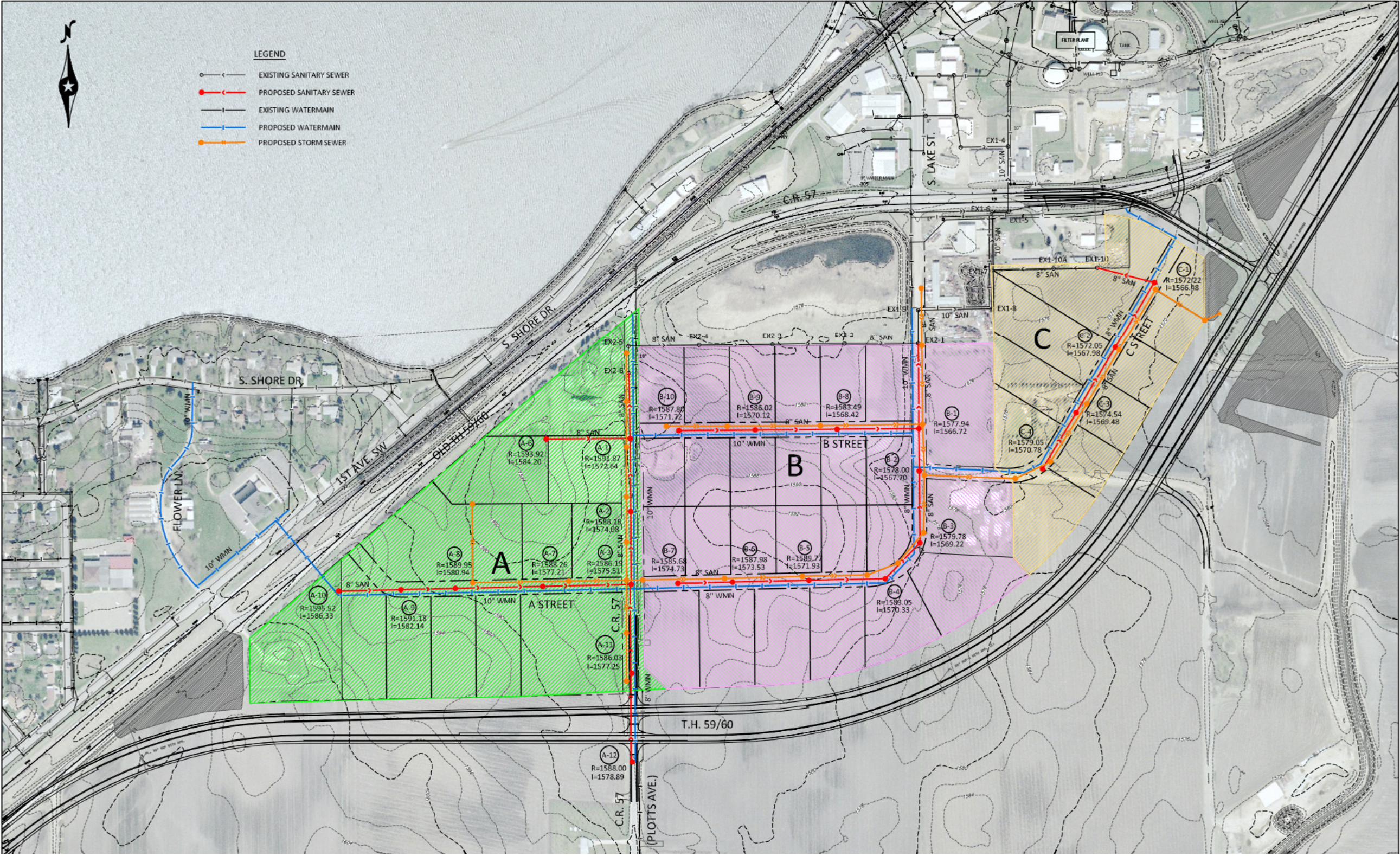
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DRAWING NO.

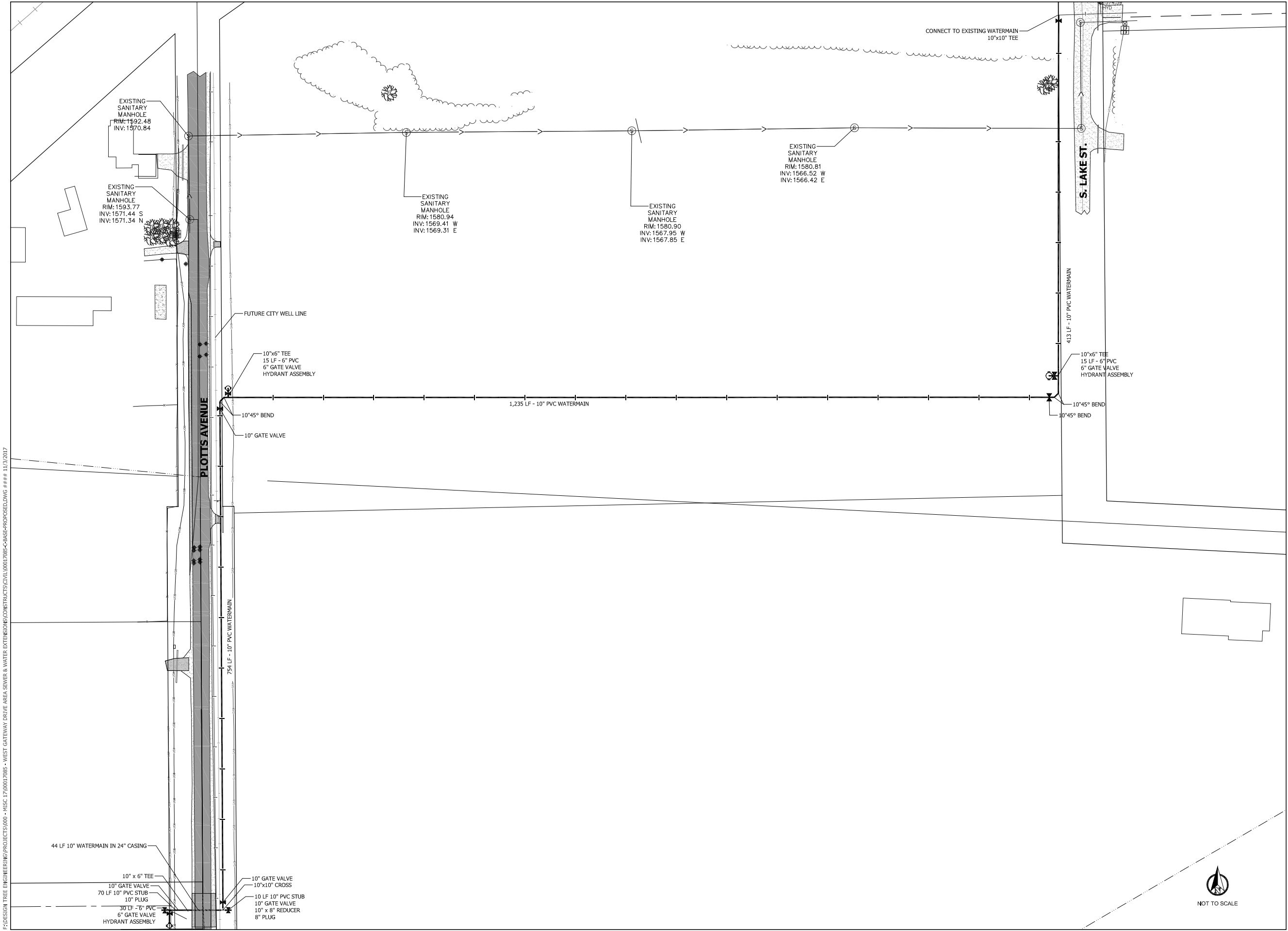
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NOTE:  
EXHIBIT FROM CITY OF WORTHINGTON, MINNESOTA T.H.59/60 MASTER PLAN FIGURE 2

EXHIBIT 4-8









Design Tree

ENGINEERING AND  
LAND SURVEYING

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09-25-17

WEST GATEWAY  
DRIVE AREA  
SEWER AND  
WATER  
EXTENSIONS

PRELIMINARY:  
NOT FOR  
CONSTRUCTION

WORTHINGTON,  
MINNESOTA

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DRAWN BY: JSL  
CHECKED BY: JEA  
PROJECT NO.: 00017085

NO.	DATE	DESCRIPTION

EXHIBIT

DRAWING NO.

B

EXHIBIT 4-9



Design Tree  
ENGINEERING AND  
LAND SURVEYING

120 17th Avenue W.  
Alexandria, MN 56308  
(320) 762-1290

3339 W. St., Germantown, Suite 250  
St. Cloud, MN 56301  
(320) 217-5557 (Phone)  
(320) 217-5597 (Fax)

WEST GATEWAY  
DRIVE AREA  
SEWER AND  
WATER  
EXTENSIONS

PRELIMINARY:  
NOT FOR  
CONSTRUCTION

WORTHINGTON,  
MINNESOTA

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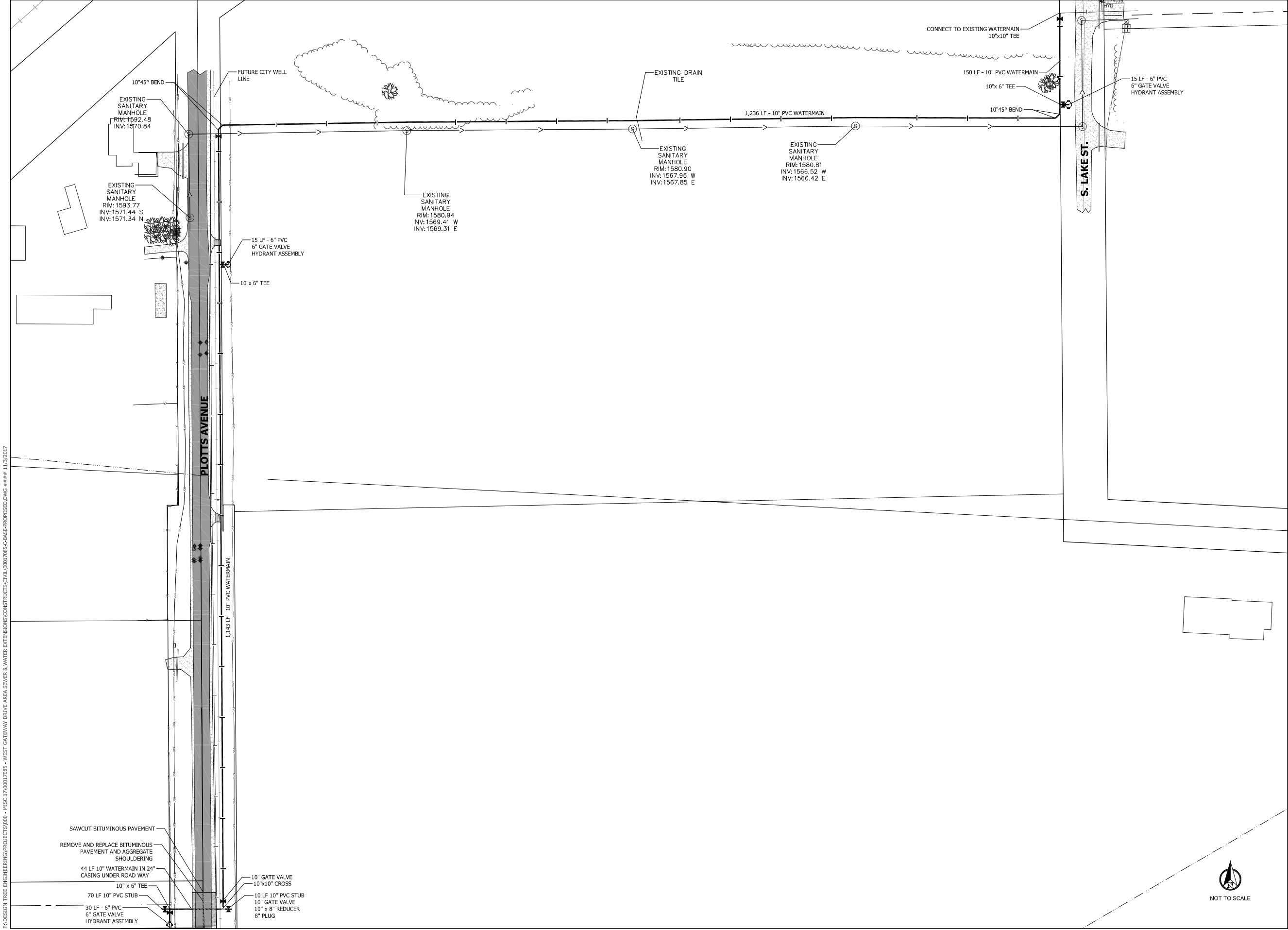
PROJECT NO.: 00017085

NO.	DATE	DESCRIPTION

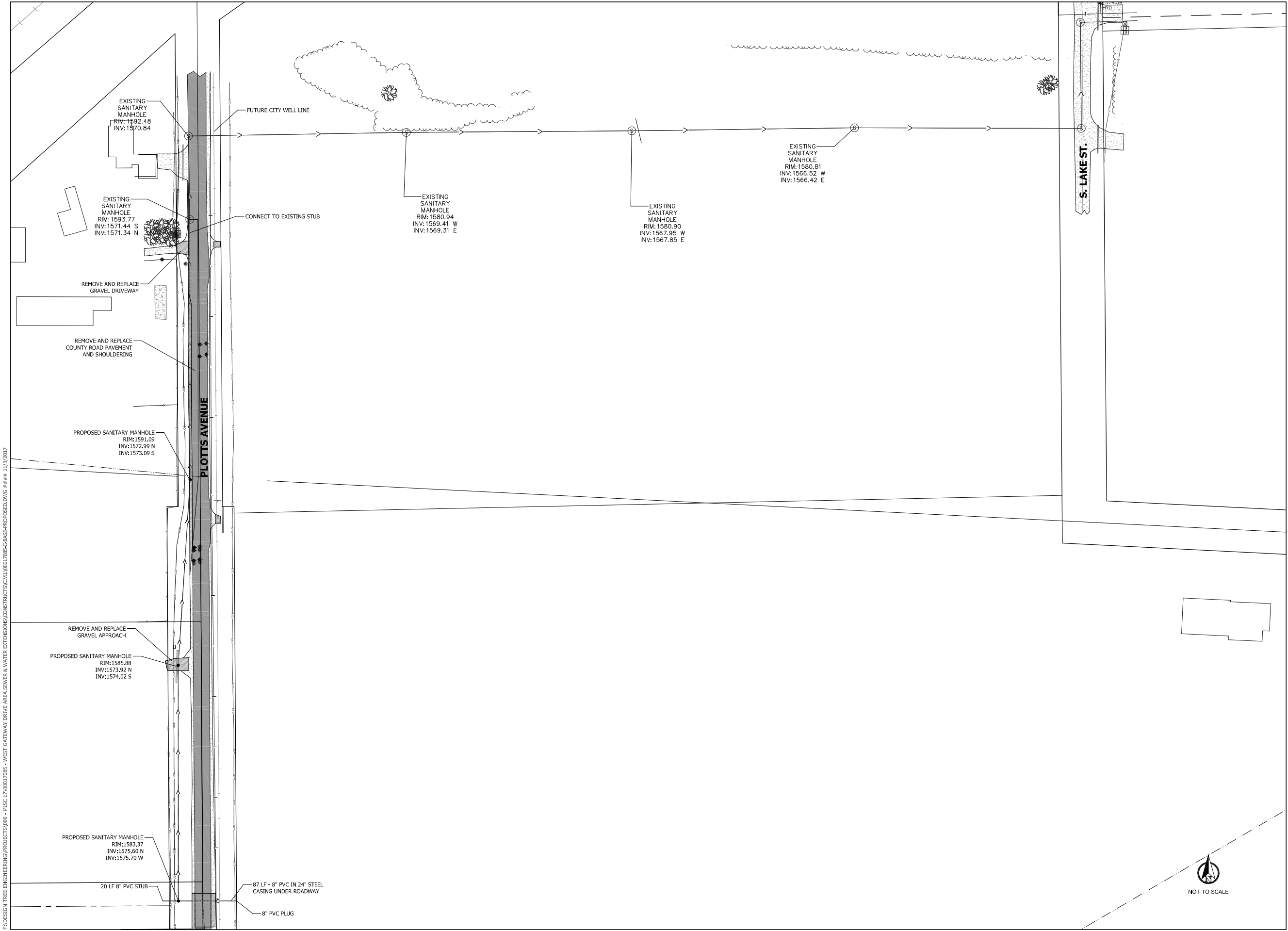
EXHIBIT

DRAWING NO.

C



F:\DESIGN TREE ENGINEERING\PROJECTS\000 - MISC - 17\00017085 - WEST GATEWAY DRIVE AREA SEWER & WATER EXTENSIONS\CONSTRUCT\00017085-C-BASE-PROPOSED.DWG ## 11/3/2017



**Design Tree**  
ENGINEERING AND  
LAND SURVEYING

120 17th Avenue W.  
Alexandria, MN 56308  
(320) 762-1290

3339 W. St. Germain, Suite 250  
St. Cloud, MN 56301  
(320) 217-5557 (Phone)  
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09-25-17

WEST GATEWAY  
DRIVE AREA  
SEWER AND  
WATER  
EXTENSIONS

PRELIMINARY:  
NOT FOR  
CONSTRUCTION

WORTHINGTON,  
MINNESOTA

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DRAWN BY: JSL

CHECKED BY: JEA

PROJECT NO.: 00017085

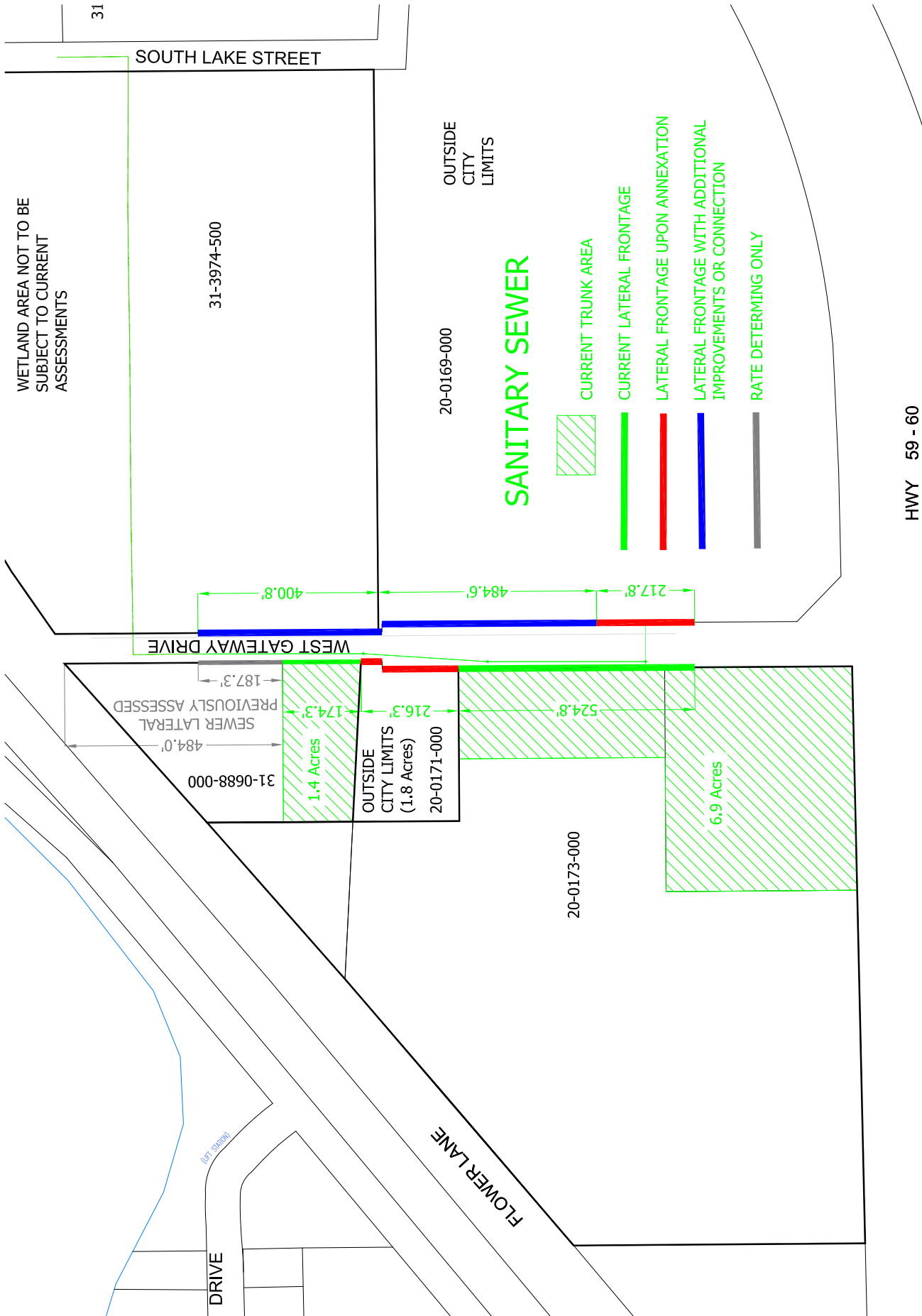
NO.	DATE	DESCRIPTION

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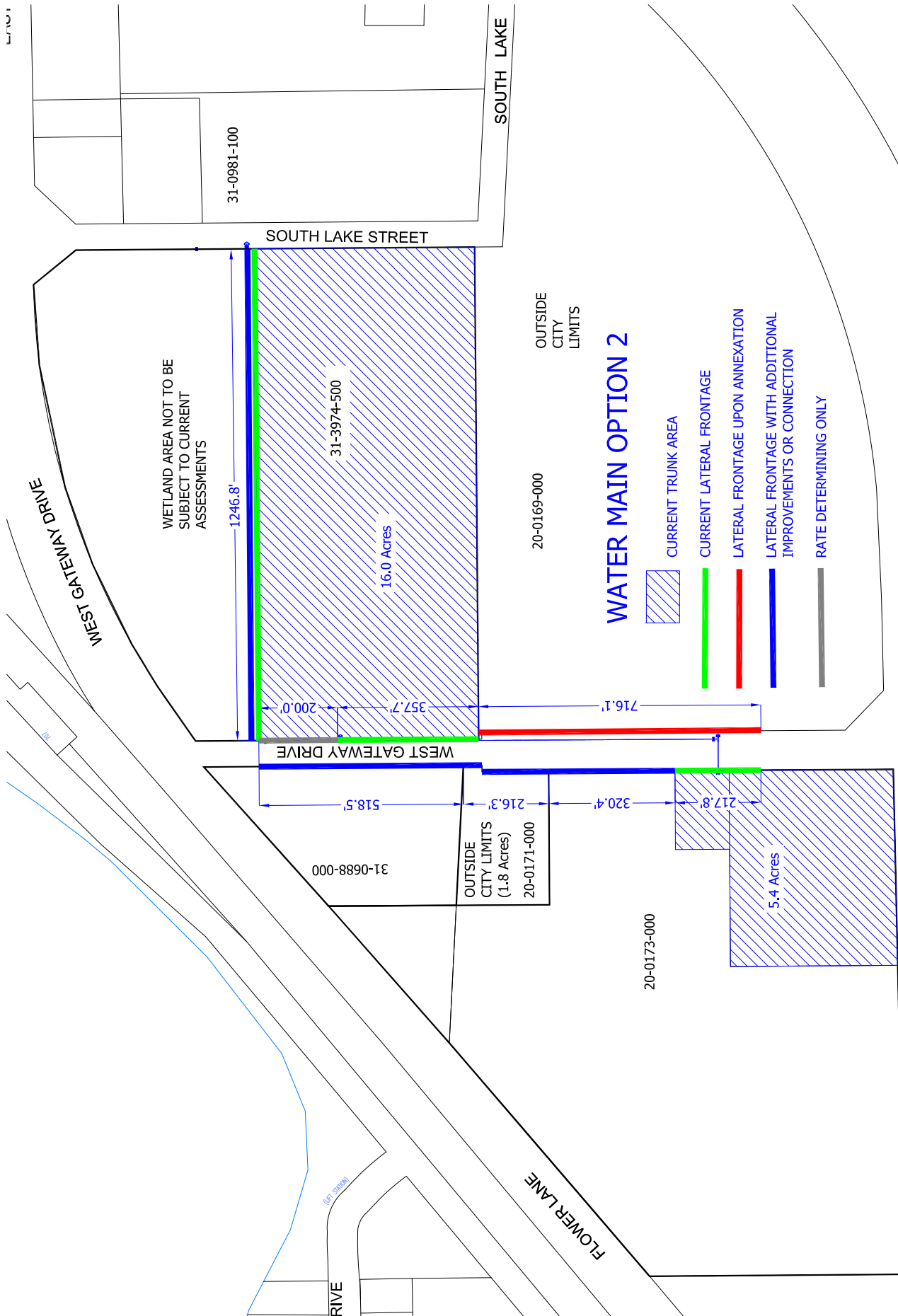
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EXHIBIT





HWY 59 - 60

EXHIBIT

## OPINION OF PROBABLE COST (OPTION 1)

CITY OF WORTHINGTON

WEST GATEWAY DRIVE AREA SEWER AND WATER EXTENSIONS

Project No. 00017085



DESCRIPTION	UNIT	UNIT PRICE	PROPOSED DESIGN		STANDARD DEPTH & SIZE	
			QUANTITY	AMOUNT	QUANTITY	AMOUNT
MOBILIZATION	LS	\$20,000.00	1	\$20,000.00	1	\$20,000.00
SAWCUT BITUMINIOUS PAVEMENT	LF	\$4.50	48	\$216.00	48	\$216.00
REMOVE BITUMINIOUS PAVEMENT	SY	\$7.80	131	\$1,024.40	131	\$1,024.40
COMMON EXCAVATION	CY	\$35.10	66	\$2,304.90	66	\$2,304.90
AGGREGATE BASE (CV)	CY	\$8.00	44	\$350.22	44	\$350.22
BITUMINIOUS PAVEMENT	TON	\$98.00	53	\$5,170.32	53	\$5,170.32
AGGREGATE SURFACING (LV)	CY	\$25.00	7	\$175.00	7	\$175.00
AGGREGATE SHOULDERING (LV)	CY	\$25.00	15	\$370.37	15	\$370.37
TRAFFIC CONTROL	LS	\$5,000.00	1	\$5,000.00	1	\$5,000.00
EROSION CONTROL	LS	\$5,000.00	1	\$5,000.00	1	\$5,000.00
TURF ESTABLISHMENT	LS	\$12,500.00	1	\$12,500.00	1	\$12,500.00
24" CASING	LF	\$250.00	44	\$11,000.00	44	\$11,000.00
10" WATERMAIN	LF	\$38.00	2670	\$101,460.00	0	\$0.00
8" WATERMAIN	LF	\$34.00	0	\$0.00	2670	\$90,780.00
6" WATERMAIN	LF	\$30.00	60	\$1,800.00	0	\$0.00
10" GATE VALVE	EA	\$2,700.00	5	\$13,500.00	0	\$0.00
8" GATE VALVE	EA	\$2,150.00	0	\$0.00	5	\$10,750.00
6" GATE VALVE	EA	\$1,400.00	3	\$4,200.00	0	\$0.00
HYDRANT, 8" BURY	EA	\$4,800.00	3	\$14,400.00	0	\$0.00
DUCTILE IRON FITTINGS	LB	\$8.00	2450	\$19,600.00	2000	\$16,000.00
CONNECT TO EXISTING WATERMAIN	EA	\$1,000.00	1	\$1,000.00	1	\$1,000.00
<b>SUBTOTAL WATER OPTION 1</b>				<b>\$219,071.21</b>		<b>\$181,641.21</b>

<b>SUBTOTAL</b>	<b>\$219,071.21</b>	<b>\$181,641.21</b>
CONTINGENCY (10%)	\$21,907.12	\$18,164.12
<b>CONSTRUCTION TOTAL</b>	<b>\$240,978.33</b>	<b>\$199,805.33</b>
LEGAL, FISCAL, ADMINISTRATION (5%)	\$12,048.92	\$9,990.27
DESIGN ENGINEERING (10%)	\$24,097.83	\$19,980.53
<b>WATERMAIN EXTENSION TOTAL</b>	<b>\$277,125.08</b>	<b>\$229,776.13</b>

MOBILIZATION	LS	\$16,000.00	1	\$16,000.00	1	\$16,000.00
SAWCUT BITUMINIOUS PAVEMENT	LF	\$4.50	498	\$2,241.00	498	\$2,241.00
REMOVE BITUMINIOUS PAVEMENT	SY	\$7.80	519	\$4,051.67	519	\$4,051.67
COMMON EXCAVATION	CY	\$8.00	260	\$2,077.78	260	\$2,077.78
AGGREGATE BASE (CV)	CY	\$35.10	173	\$6,077.50	173	\$6,077.50
BITUMINIOUS PAVEMENT	TON	\$98.00	199	\$19,535.35	199	\$19,535.35
AGGREGATE SHOULDERING (LV)	CY	\$25.00	3	\$75.00	39	\$977.78
AGGREGATE SURFACING (LV)	CY	\$25.00	32	\$800.00	32	\$800.00
SALVAGE AND REINSTALL CULVERT	LF	\$20.00	48	\$960.00	48	\$960.00
TRAFFIC CONTROL	LS	\$5,000.00	1	\$5,000.00	1	\$5,000.00
EROSION CONTROL	LS	\$5,000.00	1	\$5,000.00	1	\$5,000.00
TURF ESTABLISHMENT	LS	\$12,500.00	1	\$12,500.00	1	\$12,500.00
24" CASING	LF	\$250.00	44	\$11,000.00	44	\$11,000.00
6" PVC SANITARY SEWER	LF	\$30.00	20	\$600.00	20	\$600.00
8" PVC SANITARY SEWER (0'-10' DEPTH)	LF	\$45.00	322	\$14,490.00	1101	\$49,545.00
8" PVC SANITARY SEWER (10'-15' DEPTH)	LF	\$50.00	349	\$17,450.00	0	\$0.00
8" PVC SANITARY SEWER (15'-20' DEPTH)	LF	\$60.00	277	\$16,620.00	0	\$0.00
8" PVC SANITARY SEWER (20'-25' DEPTH)	LF	\$70.00	153	\$10,710.00	0	\$0.00
CONNECT TO EXISTING SANITARY SEWER PIPE	EA	\$1,000.00	1	\$1,000.00	1	\$1,000.00
SANITARY SEWER MANHOLE (0'-8')	EA	\$7,000.00	3	\$21,000.00	3	\$21,000.00
SANITARY SEWER MANHOLE EXTRA DEPTH	LF	\$300.00	15	\$4,500.00	0	\$0.00
DEWATERING	LS	\$5,000.00	1	\$5,000.00	1	\$5,000.00
<b>SUBTOTAL SEWER</b>				<b>\$176,688.29</b>		<b>\$163,366.07</b>

<b>SUBTOTAL</b>	<b>\$176,688.29</b>	<b>\$163,366.07</b>
CONTINGENCY (10%)	\$17,668.83	\$16,336.61
<b>CONSTRUCTION TOTAL</b>	<b>\$194,357.12</b>	<b>\$179,702.68</b>
LEGAL, FISCAL, ADMINISTRATION (5%)	\$9,717.86	\$8,985.13
DESIGN ENGINEERING (10%)	\$19,435.71	\$17,970.27
<b>SANITARY EXTENSION TOTAL</b>	<b>\$223,510.69</b>	<b>\$206,658.08</b>
<b>PROJECT TOTAL</b>	<b>\$500,635.77</b>	<b>\$436,434.21</b>

## OPINION OF PROBABLE COST (OPTION 2)

CITY OF WORTHINGTON

WEST GATEWAY DRIVE AREA SEWER AND WATER EXTENSIONS

Project No. 00017085



DESCRIPTION	UNIT	UNIT PRICE	PROPOSED DESIGN		STANDARD DEPTH & SIZE	
			QUANTITY	AMOUNT	QUANTITY	AMOUNT
MOBILIZATION	LS	\$20,000.00	1	\$20,000.00	1	\$20,000.00
SAWCUT BITUMINIOUS PAVEMENT	LF	\$4.50	48	\$216.00	48	\$216.00
REMOVE BITUMINIOUS PAVEMENT	SY	\$7.80	131	\$1,024.40	131	\$1,024.40
COMMON EXCAVATION	CY	\$35.10	66	\$2,304.90	66	\$2,304.90
AGGREGATE BASE (CV)	CY	\$8.00	44	\$350.22	44	\$350.22
BITUMINIOUS PAVEMENT	TON	\$98.00	53	\$5,170.32	53	\$5,170.32
AGGREGATE SURFACING (LV)	CY	\$25.00	7	\$175.00	7	\$175.00
AGGREGATE SHOULDERING (LV)	CY	\$25.00	15	\$370.37	15	\$370.37
TRAFFIC CONTROL	LS	\$5,000.00	1	\$5,000.00	1	\$5,000.00
EROSION CONTROL	LS	\$5,000.00	1	\$5,000.00	1	\$5,000.00
TURF ESTABLISHMENT	LS	\$12,500.00	1	\$12,500.00	1	\$12,500.00
24" CASING	LF	\$250.00	44	\$11,000.00	44	\$11,000.00
10" WATERMAIN	LF	\$38.00	2642	\$100,396.00	0	\$0.00
8" WATERMAIN	LF	\$34.00	0	\$0.00	2642	\$89,828.00
6" WATERMAIN	LF	\$30.00	60	\$1,800.00	0	\$0.00
10" GATE VALVE	EA	\$2,700.00	5	\$13,500.00	0	\$0.00
8" GATE VALVE	EA	\$2,150.00	0	\$0.00	5	\$10,750.00
6" GATE VALVE	EA	\$1,400.00	3	\$4,200.00	0	\$0.00
HYDRANT, 8" BURY	EA	\$4,800.00	3	\$14,400.00	0	\$0.00
DUCTILE IRON FITTINGS	LB	\$8.00	2450	\$19,600.00	2000	\$16,000.00
CONNECT TO EXISTING WATERMAIN	EA	\$1,000.00	1	\$1,000.00	1	\$1,000.00
SUBTOTAL WATER OPTION 1			\$218,007.21		\$180,689.21	

SUBTOTAL	\$218,007.21	\$180,689.21
CONTINGENCY (10%)	\$21,800.72	\$18,068.92
CONSTRUCTION TOTAL	\$239,807.93	\$198,758.13
LEGAL, FISCAL, ADMINISTRATION (5%)	\$11,990.40	\$9,937.91
DESIGN ENGINEERING (10%)	\$23,980.79	\$19,875.81
WATERMAIN EXTENSION TOTAL	\$275,779.12	\$228,571.85

MOBILIZATION	LS	\$16,000.00	1	\$16,000.00	1	\$16,000.00
SAWCUT BITUMINIOUS PAVEMENT	LF	\$4.50	498	\$2,241.00	498	\$2,241.00
REMOVE BITUMINIOUS PAVEMENT	SY	\$7.80	519	\$4,051.67	519	\$4,051.67
COMMON EXCAVATION	CY	\$8.00	260	\$2,077.78	260	\$2,077.78
AGGREGATE BASE (CV)	CY	\$35.10	173	\$6,077.50	173	\$6,077.50
BITUMINIOUS PAVEMENT	TON	\$98.00	199	\$19,535.35	199	\$19,535.35
AGGREGATE SHOULDERING (LV)	CY	\$25.00	3	\$75.00	39	\$977.78
AGGREGATE SURFACING (LV)	CY	\$25.00	32	\$800.00	32	\$800.00
SALVAGE AND REINSTALL CULVERT	LF	\$20.00	48	\$960.00	48	\$960.00
TRAFFIC CONTROL	LS	\$5,000.00	1	\$5,000.00	1	\$5,000.00
EROSION CONTROL	LS	\$5,000.00	1	\$5,000.00	1	\$5,000.00
TURF ESTABLISHMENT	LS	\$12,500.00	1	\$12,500.00	1	\$12,500.00
24" CASING	LF	\$250.00	44	\$11,000.00	44	\$11,000.00
6" PVC SANITARY SEWER	LF	\$30.00	20	\$600.00	20	\$600.00
8" PVC SANITARY SEWER (0'-10' DEPTH)	LF	\$45.00	322	\$14,490.00	1101	\$49,545.00
8" PVC SANITARY SEWER (10'-15' DEPTH)	LF	\$50.00	349	\$17,450.00	0	\$0.00
8" PVC SANITARY SEWER (15'-20' DEPTH)	LF	\$60.00	277	\$16,620.00	0	\$0.00
8" PVC SANITARY SEWER (20'-25' DEPTH)	LF	\$70.00	153	\$10,710.00	0	\$0.00
CONNECT TO EXISTING SANITARY SEWER PIPE	EA	\$1,000.00	1	\$1,000.00	1	\$1,000.00
SANITARY SEWER MANHOLE (0'-8')	EA	\$7,000.00	3	\$21,000.00	3	\$21,000.00
SANITARY SEWER MANHOLE EXTRA DEPTH	LF	\$300.00	15	\$4,500.00	0	\$0.00
DEWATERING	LS	\$5,000.00	1	\$5,000.00	1	\$5,000.00
SUBTOTAL SEWER			\$176,688.29		\$163,366.07	

SUBTOTAL	\$176,688.29	\$163,366.07
CONTINGENCY (10%)	\$17,668.83	\$16,336.61
CONSTRUCTION TOTAL	\$194,357.12	\$179,702.68
LEGAL, FISCAL, ADMINISTRATION (5%)	\$9,717.86	\$8,985.13
DESIGN ENGINEERING (10%)	\$19,435.71	\$17,970.27
SANITARY EXTENSION TOTAL	\$223,510.69	\$206,658.08
PROJECT TOTAL	\$499,289.81	\$435,229.93

**RESOLUTION NO. 2017-11-****RECEIVING REPORT AND CALLING FOR HEARING  
ON PROPOSED IMPROVEMENT**

**WHEREAS**, Pursuant to Resolution No. 2017-08-03 of the Council passed on August 14, 2017, a report has been prepared by Design Tree Engineering Inc. with reference to the improvement of the following described streets by extension of the municipal wastewater collection system:

West Gateway Drive from Trunk Highway 59/60 to 1,465 feet north of the north right-of-way of Trunk Highway 59/60;

and

**WHEREAS**, the report provides information regarding 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.

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

**1.** The City Council will consider the improvement of said streets by extension of the municipal wastewater collection system, in accordance with the report, and the assessment of the abutting properties for all or a portion of the cost of the improvement, pursuant to Minnesota Statutes, Chapter 429, at an estimated total cost of the improvement of \$223,510.

**2.** A public hearing shall be held on such proposed improvement on the 11th day of December, 2017, in the Council Chambers of City Hall at 7:00 p.m. and the Clerk shall give mailed and published notice of such hearing and improvement as required by law.

Adopted by the City Council of the City of Worthington, Minnesota, this the 27th day of November, 2017.

(SEAL)

---

Mike Kuhle, Mayor

Attest: \_\_\_\_\_  
Janice A. Oberloh, City Clerk

**RESOLUTION NO. 2017-11-****RECEIVING REPORT AND CALLING FOR HEARING ON PROPOSED IMPROVEMENT**

**WHEREAS**, Pursuant to Resolution No. 2017-08-02 of the Council passed on August 14, 2017, a report has been prepared by Design Tree Engineering Inc. with reference to the improvement of the following described streets and utility corridor by extension of the municipal water distribution system:

South Lake Street from 400 feet to 920 feet south of the south right-of-way of East Gateway Drive extended, West Gateway Drive from Trunk Highway 59/60 to 1,590 feet north of the north right-of-way of Trunk Highway 59/60, and a utility corridor lying between South Lake Street and West Gateway Drive bounded on the south by a line extended westerly from South Lake Street beginning 920 feet south of the south right-of-way of East Gateway Drive extended and bounded on the north by a line extended easterly from West Gateway Drive beginning 1,590 feet north of the north right-of-way of Trunk Highway 59/60;

and

**WHEREAS**, the report provides information regarding 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.

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

**1.** The City Council will consider the improvement of said streets and utility corridor by extension of the municipal water distribution system, in accordance with the report, and the assessment of the abutting properties for all or a portion of the cost of the improvement, pursuant to Minnesota Statutes, Chapter 429, at an estimated total cost of the improvement of \$275,780 to \$277,125.

**2.** A public hearing shall be held on such proposed improvement on the 11th day of December, 2017, in the Council Chambers of City Hall at 7:00 p.m. and the Clerk shall give mailed and published notice of such hearing and improvement as required by law.

Adopted by the City Council of the City of Worthington, Minnesota, this the 27th day of November, 2017.

(SEAL)

---

Mike Kuhle, Mayor

Attest: \_\_\_\_\_  
 Janice A. Oberloh, City Clerk

Estimated Assessment Roll      Option 1  
West Gateway Drive Area Improvements  
Water Main and Sanitary Sewer

		Water Main										Sanitary Sewer											
Property Owner	County Tax Parcel id		Trunk Assessable Area in Acres	Trunk Assessable Rate Per Acre	Trunk Assessment	Lateral Assessable Length in Feet	Lateral Assessable Rate Per Foot	Lateral Assessment	Total Water Main Assessment	Rate only	Trunk Assessable Area in Acres	Trunk Assessable Rate Per Acre	Trunk Assessment	Lateral Assessable Length in Feet	Lateral Assessable Rate Per Foot	Lateral Assessment	Total Sanitary Sewer Assessment	Rate only	COMBINED TOTAL ASSESSMENT				
Kevin L. Carlson	20-0169-000	(2)	0.0	@ \$2,453.96	\$0.00 (1)	0.0	@ \$38.3076	\$0.00	\$0.00	716.1	0.0	@ \$0.00	\$0.00 (1)	0.0	@ \$63.7022	\$0.00	\$0.00	702.4	\$0.00				
LaVonne R. Lutterman	20-0171-000	(2)	0.0	@ \$2,453.96	\$0.00	0.0	@ \$38.3076	\$0.00	\$0.00	216.3	0.0	@ \$0.00	\$0.00	0.0	@ \$63.7022	\$0.00	\$0.00	216.3	\$0.00				
South Shore Acres LLC	20-0173-000		5.4	@ \$2,453.96	\$13,251.38	217.8	@ \$38.3076	\$8,343.40	\$21,594.78	320.4	6.9	@ \$3,926.33	\$27,091.68	524.8	@ \$63.7022	\$33,430.91	\$60,522.59		\$82,117.37				
LaVonne R. Lutterman	31-0688-000		0.0	@ \$2,453.96	\$0.00	0.0	@ \$38.3076	\$0.00	\$0.00	116.3	1.4	@ \$3,926.33	\$5,496.86	174.3	@ \$63.7022	\$11,103.29	\$16,600.15	187.3	\$16,600.15				
City of Worthington	31-3974-500		16.0	@ \$2,453.96	\$39,263.36	2,709.9	@ \$38.3076	\$103,809.77	\$143,073.13	355.5	0.0	@ \$3,926.33	\$0.00	0.0	@ \$63.7022	\$0.00	\$0.00	400.8	\$143,073.13				
Shine Bros Corp of Minnesota	31-0981-100		0.0	@ \$2,453.96	\$0.00	413.5	@ \$38.3076	\$15,840.19	\$15,840.19		0.0	@ \$3,926.33	\$0.00	0.0	@ \$63.7022	\$0.00	\$0.00		\$15,840.19				
Total Estimated Assessment			21.4	@ \$2,453.96	\$52,514.74	3,341.2	@ \$38.3076	\$127,993.36	\$180,508.10	1,724.6	8.3	@ \$3,926.33	\$32,588.54	699.1	@ \$63.7022	\$44,534.20	\$77,122.74	1,506.8	\$257,630.84				

(1) Actual acres dependent upon area developed.      (2) Currently outside corporate limits



# West Gateway Drive Area Improvements

## Water Main and Sanitary Sewer - Option 1

### Summary of Estimated Costs and Assessments

	<u>Water Main</u>	<u>Sanitary Sewer</u>	<u>Total</u>
Assessment Rates	\$38.3076 /Foot <sup>(1)</sup> \$2,453.96 /Acre	\$63.7022 /Foot <sup>(1)</sup> \$3,926.33 /Acre	
<b><u>Property Owner Share of Current Improvement Cost</u></b>			
Assessable Frontages	3,341.20 Feet	699.10 Feet	
Lateral Assessments	\$127,993.36 <sup>(1)</sup>	\$44,534.20 <sup>(1)</sup>	\$172,527.56
Assessable Acres	21.4 Acres	8.3 Acres	
Trunk Assessments	\$52,514.74	\$32,588.54	\$85,103.28
<b>Assessments Receivable</b>	<b>\$180,508.10</b>	<b>\$77,122.74</b>	<b>\$257,630.84</b>
Percent of Current Improvement Cost	65.14%	34.51%	51.46%
<b><u>City Share of Current Improvement Cost</u></b>			
<b>Non-Assessable</b>			
Rate Determining Costs			
Non-Assessable Frontages	1,724.60 Feet	1,506.80 Feet	
and Amounts	\$78,224.92 <sup>(2)</sup>	\$141,163.35 <sup>(2)</sup>	\$219,388.27
Additional due to Rate Differential	\$23,557.80	\$20,960.42	\$44,518.22
Rounding Adjustment	\$0.05	\$0.11	\$0.16
Total Non-Assessable	\$101,782.77	\$162,123.88	\$263,906.65
<b>Assessable</b>			
Assessable Cost designated as City Share	\$0.00 <sup>(3)</sup>	\$0.00 <sup>(3)</sup>	\$0.00
<b>Total City Share of Improvement</b>	<b>\$101,782.77</b>	<b>\$162,123.88</b>	<b>\$263,906.65</b>
<b><u>Trunk Accounts</u></b>			
Amount due to Trunk Account for Prior Improvements	\$5,165.79	\$15,735.93	\$20,901.72
<b><u>Total Cost of Current Improvement</u></b>			
Total Current Trunk Cost	\$47,348.95	\$16,852.61	\$64,201.56
Total Lateral Cost	\$229,776.13	\$206,658.08	\$436,434.21
	\$277,125.08	\$223,510.69	\$500,635.77
<b>Total Cost of Improvement Including Prior Improvements</b>	<b>\$282,290.87</b>	<b>\$239,246.62</b>	<b>\$521,537.49</b>

(1) Based on projected rate per foot.

(2) Based on calculated rate per foot.

(3) Excludes assessments to be levied against City property.

Estimated Assessment Roll

Option 2

West Gateway Drive Area Improvements

Water Main and Sanitary Sewer

		Water Main										Sanitary Sewer									
Property Owner	County Tax Parcel id		Trunk Assessable Area in Acres	Trunk Assessable Rate Per Acre	Trunk Assessment	Lateral Assessable Length in Feet	Lateral Assessable Rate Per Foot	Lateral Assessment	Total Water Main Assessment	Rate only		Trunk Assessable Area in Acres	Trunk Assessable Rate Per Acre	Trunk Assessment	Lateral Assessable Length in Feet	Lateral Assessable Rate Per Foot	Lateral Assessment	Total Sanitary Sewer Assessment	Rate only	COMBINED TOTAL ASSESSMENT	
Kevin L. Carlson	20-0169-000	(2)	0.0	@ \$2,453.96	\$0.00	(1)	0.0	@ \$38.3076	\$0.00	\$0.00	716.1	0.0	@ \$3,926.33	\$0.00	(1)	0.0	@ \$63.7022	\$0.00	\$0.00	702.4	\$0.00
LaVonne R. Lutterman	20-0171-000	(2)	0.0	@ \$2,453.96	\$0.00		0.0	@ \$38.3076	\$0.00	\$0.00	216.3	0.0	@ \$3,926.33	\$0.00		0.0	@ \$63.7022	\$0.00	\$0.00	216.3	\$0.00
South Shore Acres LLC	20-0173-000		5.4	@ \$2,453.96	\$13,251.38		217.8	@ \$38.3076	\$8,343.40	\$21,594.78	320.4	6.9	@ \$3,926.33	\$27,091.68		524.8	@ \$63.7022	\$33,430.91	\$60,522.59		\$82,117.37
LaVonne R. Lutterman	31-0688-000		0.0	@ \$2,453.96	\$0.00		0.0	@ \$38.3076	\$0.00	\$0.00	518.5	1.4	@ \$3,926.33	\$5,496.86		174.3	@ \$63.7022	\$11,103.29	\$16,600.15	187.3	\$16,600.15
City of Worthington	31-3974-500		16.0	@ \$2,453.96	\$39,263.36		1,604.5	@ \$38.3076	\$61,464.54	\$100,727.90	1446.8	0.0	@ \$3,926.33	\$0.00		0.0	@ \$63.7022	\$0.00	\$0.00	400.8	\$100,727.90
Shine Bros Corp of Minnesota	31-0981-100		0.0	@ \$2,453.96	\$0.00		0.0	@ \$38.3076	\$0.00	\$0.00		0.0	@ \$3,926.33	\$0.00		0.0	@ \$63.7022	\$0.00	\$0.00		\$0.00
Total Estimated Assessment			21.4	@ \$2,453.96	\$52,514.74		1,822.3	@ \$38.3076	\$69,807.94	\$122,322.68	3,218.1	8.3	@ \$3,926.33	\$32,588.54		699.1	@ \$63.7022	\$44,534.20	\$77,122.74	1,506.8	\$199,445.42

(1) Actual arces dependent upon area developed.

(2) Currently outside corporate limits

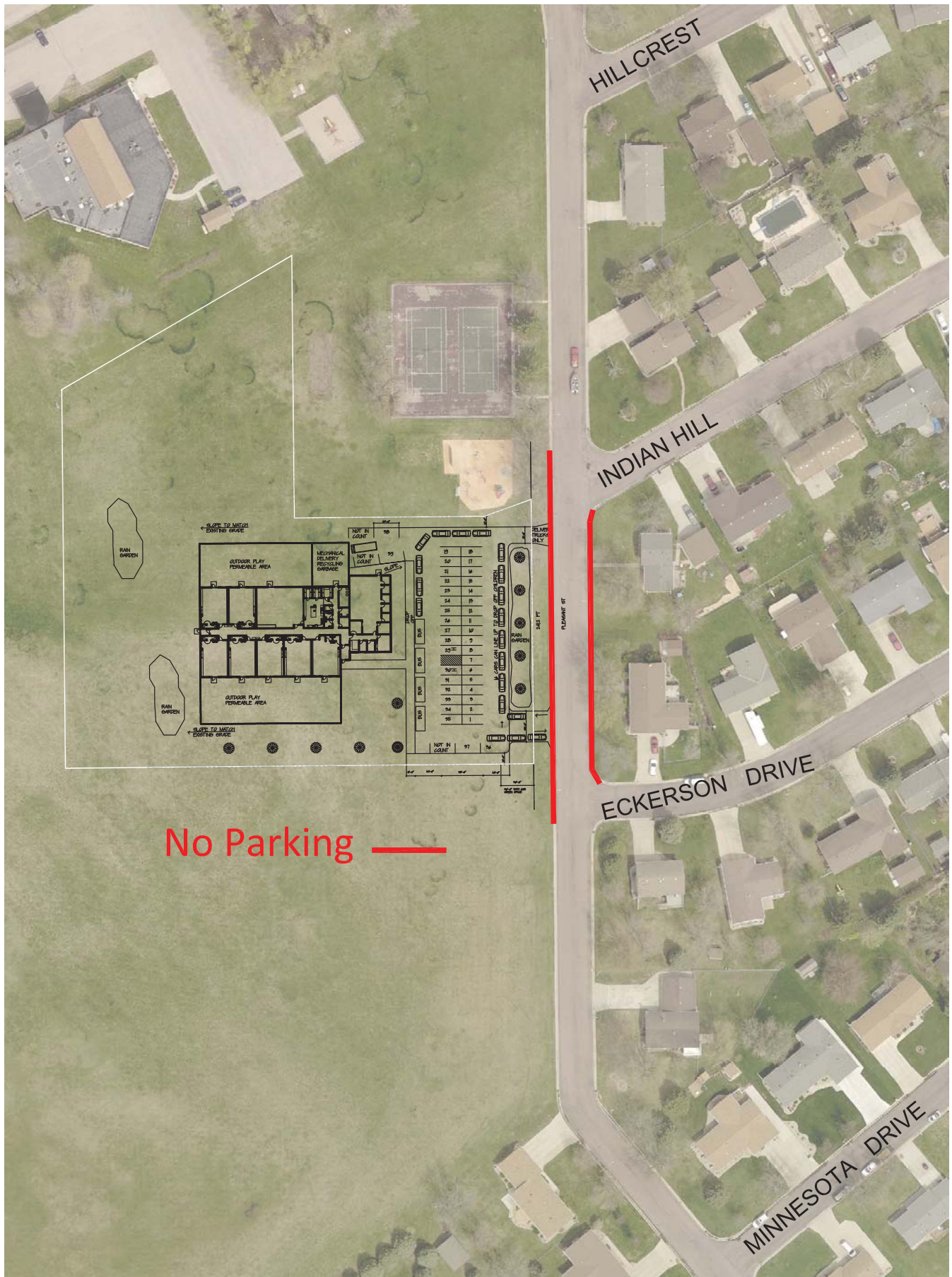
**West Gateway Drive Area Improvements**  
**Water Main and Sanitary Sewer - Option 2**  
**Summary of Estimated Costs and Assessments**

	<u><b>Water Main</b></u>	<u><b>Sanitary Sewer</b></u>	<u><b>Total</b></u>
Assessment Rates	\$38.3076 /Foot <sup>(1)</sup> \$2,453.96 /Acre	\$63.7022 /Foot <sup>(1)</sup> \$3,926.33 /Acre	
<u><b>Property Owner Share of Improvement Cost</b></u>			
Assessable Frontages	1,822.30 Feet	699.10 Feet	
Lateral Assessments	\$69,807.94 <sup>(1)</sup>	\$44,534.20 <sup>(1)</sup>	\$114,342.14
Assessable Acres	21.4 Acres	8.3 Acres	
Trunk Assessments	\$52,514.74	\$32,588.54	\$85,103.28
<b>Assessments Receivable</b>	<b>\$122,322.68</b>	<b>\$77,122.74</b>	<b>\$199,445.42</b>
Percent of Current Improvement Cost	44.36%	34.51%	39.95%
<u><b>City Share of Improvement Cost</b></u>			
<b>Non-Assessable</b>			
Rate Determining Costs			
Non-Assessable Frontages	3,218.10 Feet	1,506.80 Feet	
and Amounts	\$145,934.40 <sup>(2)</sup>	\$141,163.35 <sup>(2)</sup>	\$287,097.75
Additional due to Rate Differential	\$12,829.72	\$20,960.42	\$33,790.14
Rounding Adjustment	-\$0.21	\$0.11	-\$0.10
Total Non-Assessable	\$158,763.91	\$162,123.88	\$320,887.79
<b>Assessable</b>			
Assessable Cost designated as City Share	\$0.00 <sup>(3)</sup>	\$0.00 <sup>(3)</sup>	\$0.00
<b>Total City Share of Improvement</b>	<b>\$158,763.91</b>	<b>\$162,123.88</b>	<b>\$320,887.79</b>
<u><b>Trunk Accounts</b></u>			
Amount due to Trunk Account for Prior Improvements	\$5,307.47	\$15,735.93	\$21,043.40
<u><b>Total Cost of Current Improvement</b></u>			
Total Current Trunk Cost	\$47,207.27	\$16,852.61	\$64,059.88
Total Lateral Cost	\$228,571.85	\$206,658.08	\$435,229.93
<b>Sub-total</b>	<b>\$275,779.12</b>	<b>\$223,510.69</b>	<b>\$499,289.81</b>
<b>Total Cost of Improvement Including Prior Improvements</b>	<b>\$281,086.59</b>	<b>\$239,246.62</b>	<b>\$520,333.21</b>

(1) Based on projected rate per foot.

(2) Based on calculated rate per foot.

(3) Excludes assessments to be levied against City property.





BLUE

THIRTEENTH STREET

MARINE AVENUE

CLARY STREET

No parking due  
to hydrant

THIRTEENTH  
DUBA STREET

STREET

No Parking —

**RESOLUTION NO. 2017-11-\_\_\_\_**  
**REQUESTING THAT THE MINNESOTA DEPARTMENT OF**  
**TRANSPORTATION ERECT SIGNS THAT PROCLAIM THAT VEHICLE**  
**NOISE LAWS WILL BE ENFORCED**

**WHEREAS**, the City of Worthington is interested in maintaining a peaceful and livable community;  
and

**WHEREAS**, a number of City residents have reported that they have been continually annoyed with the loud noise of large trucks as they enter the community on MNTH 59/60; and

**WHEREAS**, the City would like to properly enforce laws regarding vehicle noise.

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

1. The Worthington City Council hereby formally states that it will enforce the Worthington City Code regarding vehicle noise restrictions (§ 71.01 ) and will also enforce Minnesota statutes 169.69 (muffler) and 169.693 (Motor Vehicle Noise Limits).

2. The Worthington City Council requests that Minnesota Department of Transportation erect a sign on MNTH 59/60 that declare "Vehicle Noise Laws Enforced."

Adopted by the City Council of the City of Worthington, Minnesota, this the 27<sup>th</sup> day of November, 2017.

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Mayor

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Assistant City Clerk





EXHIBIT 6-2

## COMMUNITY/ECONOMIC DEVELOPMENT MEMO

**DATE:** NOVEMBER 27, 2017  
**TO:** HONORABLE MAYOR AND COUNCIL  
**SUBJECT:** ITEMS REQUIRING COUNCIL ACTION OR REVIEW

## CASE ITEMS

**1. PETITION FOR ANNEXATION AND ORDINANCE 1<sup>ST</sup> READING**  
**– South Shore Acres, LLC.**

The Worthington Planning Commission met on Wednesday August 23, 2017 to hold a public hearing regarding the annexation request by South Shore Acres, LLC. The land is not included in an orderly annexation agreement and determined to become urban in character. In addition, it met the following description: The land abuts the municipality and the area to be annexed is 60 acres or less, and the area to be annexed is not presently served by public sewer facilities or public sewer facilities are not otherwise available, and the municipality receives a petition for annexation from all property owners of the land.

All information for the Planning Commission to make a recommendation to the City Council was provided during or before the meeting on August 23, 2017 (*Exhibits A, B, C, and D*). The Planning Commission recommends the Council approve the annexation of the 29 acres to be zoned TZ and B3 as per the legal descriptions provided in the Ordinance (*Exhibit D*) for first reading.

Every Ordinance must have three readings, the second and third not less than ten days after the first and second, respectively.

August 23, 2017 Planning Commission Case item information and Exhibits (updated):

- A. **Background:** A petition for annexation under Minnesota Statutes Section 414.033, Subdivision 2, Clause 3 has been filed with the governing body of the City of Worthington, Minnesota by the owners of the land contained in said petition, requesting that the following described land be annexed to the City of Worthington, Minnesota,:

South Shore Acres LLC has requested annexation of 29 acres they own in Section 26 of Worthington Township, which abuts the corporate limits of the City (*Exhibit 1A* - petition). The land in question is located north of Highway 59/60 and immediately west of former Nobles County Road 57 (West Gateway Drive). The legal description of the subject property in the petition (*Exhibit 1A*). A map representing the proposed area for annexation is shown in *Exhibit 1B*.

**B. Considerations**

1. The 1972 Orderly Annexation Agreement between the City of Worthington and the Worthington Township Board established a process to annex areas that are currently abutting the city limits with or without obtaining private petitions. If the City and the Township Board agree that an area within the Orderly Annexation Boundary is urban in nature or soon to become so, both agencies must sign an amendment to the original agreement ordering immediate annexation of the subject property. Rural areas not included into an “orderly annexation” agreement with the townships may be annexed by Ordinance. In order for a municipality to annex by Ordinance, the land in question must be deemed as urban in character or about to become so and fit one of the following descriptions:



1. The land is owned by the municipality;
2. The land is completely surrounded by land within the municipal limits;
3. The land abuts the municipality and the area to be annexed is 60 acres or less, and the area to be annexed is not presently served by public sewer facilities or public sewer facilities are not otherwise available, and the municipality receives a petition for annexation from all property owners of the land; or
4. The land has been approved after August 1, 1995, by a preliminary plat or final plat for subdivision to provide residential lots that average 21,870 square feet or less in area and the land is located within two miles of the municipal limits.
5. The land is owned by all of the property owners petitioned for annexation, and the land is within an existing orderly annexation area.
6. The land abuts the municipal limits, is platted, or does not exceed 200 acres if unplatted, and a majority of the property owners petition for annexation.

The subject property is not located within the Orderly Annexation Agreement between the City and Worthington Township. The applicant is requesting to have the property annexed by Ordinance on the basis it meets Description #3 outlined above.

2. The City of Worthington requested an update to Sanitary Sewer, Water Distribution System, and Stormwater Drainage Master Plans in the area that was reconfigured development area as a result of the realignment of TH 60 and 59 near CR 57. This Plan was approved by the City of Worthington at their December 14, 2015 meeting as a Comprehensive Plan Amendment (***Exhibit IC*** - Text from December 14, 2015 City of Worthington Minutes).

The Master Plan update for the TH 59/60 Realignment separated the development areas into 3 sub-areas (A, B, and C) due to potential development to begin near the TH 60/59 and CR 57 intersection. The recommendations in the update can be used for the orderly development of parcels of land that lie between the new and former TH 59/60 corridor. The update indicated it anticipated development will be primarily commercial and /or industrial. The Planning Commission recommended and the Council approved to have this land for development designated as business park / business flex.

Business Flex in the 2004 Comprehensive Plan is identified as: “This area is identified in Business Park and Industrial areas as a retail alternative to respond to market forces that may have the desire for prominent highway commercial businesses. This category provides an alternative location to identified highway commercial areas that may not be able to accommodate what might be a larger scale use for any number of reasons.”

Business Park in the 2004 Comprehensive Plan is identified as: “The Business Park accommodates a wide range of manufacturing, warehousing and transportation related industries along the I-90 corridor. A high degree of building and site design is required for uses because of their visibility from roadways. The area designated as business park between Highway 59 and 60 should be preserved as such to allow this area to build out over many decades.”

3. The applicant is intending to construct an automotive service use on 5.27 acres more or less of the subject property, as such would be permitted under a B-3 District .This type of development is consistent with the Master Plan update for the TH 59/60 and CR 57 corridor as a highway commercial business.
4. The party petitioning for annexation has also petitioned for the extension of sanitary sewer and water main. Future street, sewer, watermain and drainage extension will be required to serve the

entire area proposed to be annexed.

5. The Plan update does indicate the subject property as future Business Park / Business Flex. So that there is no delay to the applicant's plan, the proposed Ordinance for the annexation includes verbiage establishing the zoning as "B-3" for one parcel and TZ for the remainder upon annexation with zoning to change as Business Flex and Business Park development when additional development occurs. .

C. **Conclusion**

The applicant is seeking annexation and public infrastructure extension to facilitate the proposed development area. If the Commission believes that the proposed annexation is in the best interest of the City, it should make a motion to recommend the City Council approve the proposed Ordinance (*Exhibit 1D*) as presented or amended as it sees necessary to protect the City's interest.

**PETITION FOR ANNEXATION**

**IN THE MATTER OF THE PETITION OF CERTAIN PERSON(S)  
PURSUANT TO MINNESOTA STATUTES 414.033, SUBD. 2, (3)**

**TO: COUNCIL OF THE CITY OF WORTHINGTON, MINNESOTA**

**PETITIONER(S) STATE:** The property owner or a majority of the property owners in number are required to commence a proceeding under M.S. 414.033, Subdivision 2, Clause 3.

It is hereby requested by the sole property owner to annex certain property described herein lying in the Town of Worthington to the City of Worthington, County of Nobles, Minnesota.

In the interest of expediting the process of annexation, the petitioners hereby waive their right to Electric Utility Service Notice as described in M.S. 414.033, Subdivision 13.

The area proposed for annexation is described as follows:

That part of Government Lot 5 and the Northeast Quarter of the Southwest Quarter of Section 26, Township 102, Range 40, Worthington Township, Nobles County, Minnesota, lying southeasterly of the southeasterly right-of-way line of the Chicago and North Western Railroad and being more particularly described as follows:

Commencing at the south quarter corner of said Section, thence North 00 degrees 08 minutes 35 seconds East, assumed bearing, along the North-South Quarter line of said Section, a distance of 1,153.40 feet to the point of beginning of this description, said point also being the southeast corner of said Quarter-Quarter Section; thence continue North 00 degrees 08 minutes 35 seconds East, along said North-South Quarter line, a distance of 1,088.45 feet; thence North 89 degrees 51 minutes 25 seconds West a distance of 387.90 feet; thence North 00 degrees 08 minutes 35 seconds East, parallel with said North-South Quarter line, a distance of 713.34 feet to said railroad right-of-way line; thence southwesterly, along said railroad right-of-way line, said line also being a non-tangential 11,509.16 foot radius curve concave to the northwest, a distance of 117.12 feet, central angle 00 degrees 34 minutes 59 seconds; thence South 50 degrees 38 minutes 36 seconds West, along said railroad right-of-way line, a distance of 1,107.14 feet to the west line of said Quarter-Quarter Section; thence South 00 degrees 04 minutes 13 seconds West, along said West Quarter-Quarter Section line, a distance of 921.29 feet to the southwest corner of said Quarter-Quarter Section; thence South 85 degrees 30 minutes 15 seconds East, along the south line of said Quarter-Quarter Section, a distance of 1,334.87 feet to the point of beginning.

EXCEPT

That part of the Northeast Quarter of the Southwest Quarter of Section 26, Township 102, Range 40, Nobles County, Minnesota, shown as Parcel 4 on Minnesota Department of Transportation Right of Way Plat Numbered 53-31 as the same is on file and of record in the office of the County Recorder in and for Nobles County, Minnesota.

AND EXCEPT

That land presently situated within the boundaries of the City of Worthington.


**THE PETITIONER(S) FURTHER STATES:**

1. There is one property owner in the area proposed for annexation.
2. The one property owner has signed this petition.
3. The population of the annexation area is zero (0). There is no existing housing stock within the annexation area.
4. Said property is unincorporated, is not included within any other municipality, and abuts on the City's boundary along the subject property's north and northwesterly lines.
5. The area of land to be annexed, 29 acres, is unplatted.
6. The reason for the requested annexation is that said property owner wishes to develop the subject property.
7. All of the annexation area is or is about to become urban or suburban in character.
8. The area proposed for annexation is not included in any area that has already been designated for orderly annexation pursuant to M.S. 414.0325.

PETITIONER REQUESTS: That pursuant to M.S. 414.033, the property described herein be annexed and included within the City of Worthington, Minnesota.

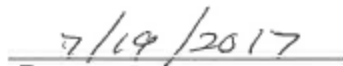
**Owner:**

South Shore Acres LLC

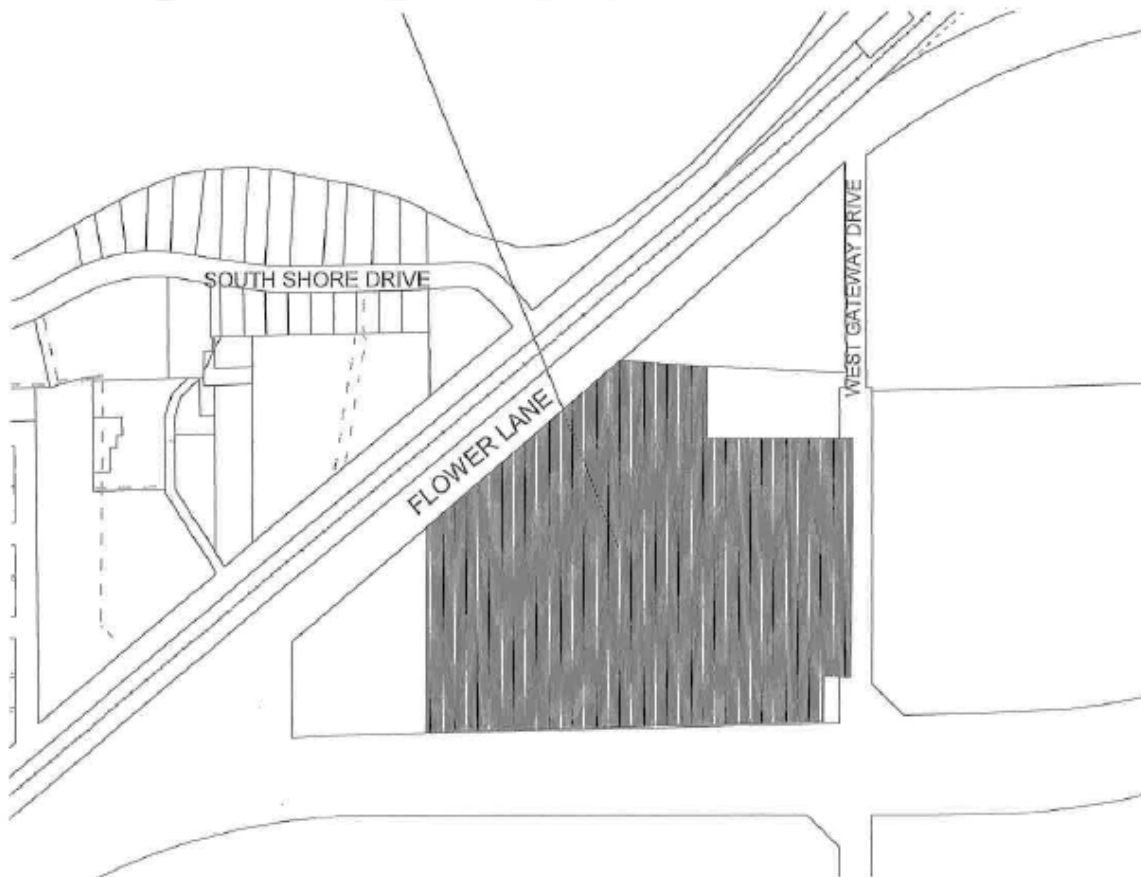
  
 (signature)  
 John J. Bergmann  
 (print name and title)

  
 Date

  
 (signature)  
 Robert McQuar  
 (print name and title)

  
 Date

# Area to be annexed



THIS MAP IS FOR INFORMATIONAL PURPOSES ONLY.  
IN CASE OF A CONFLICT OR DISCREPANCY BETWEEN THIS MAP  
AND THE LEGAL DESCRIPTION OF THE SUBJECT PROPERTY,  
THE LEGAL DESCRIPTION SHALL GOVERN.

City of Worthington Council Approved at the December 14, 2015 regular meeting.  
(Text from the Minutes)

## COMPREHENSIVE PLAN AMENDMENT

With the completion of the relocation of US Hwy 59/ MN Hwy 60, the new roadway has opened up land for possible urban development that was not previously considered for future growth (Exhibit 6A). In anticipation of future development demands, the City completed an annexation study and master infrastructure plan for the subject area. Both documents were reviewed by the Planning Commission and City Council in July/August 2015. After reviewing both documents, the two parties directed City staff to commence a comprehensive plan amendment to reflect the City's intentions to promote urban development in the subject area. Copies of both documents are available upon request.

Adopted in 2004, the City's Comprehensive Plan serves as the City's adopted official document that sets forth (in words, maps, illustrations, and/or tables) goals, policies, and guidelines that are intended to guide growth and development and include recommendations on the present and future physical, social, and economic welfare of the community, such as transportation, open space, land use, etc. An electronic link to the City's Comprehensive Plan is available on the Community Development Department's page on the City's website. The Plan does not identify the subject area within its future growth boundary. To encourage urban development in this area, the annexation study strongly recommends the extension of the business park/business flex land use designation that is currently in place to the properties directly north of the subject area (Exhibit 5C).

The Planning Commission considered the proposed Comprehensive Plan amendment at its December 1, 2015, meeting. After considerable discussion, the Commission voted unanimously to amend the Comprehensive Plan's Future Land Use Map to include the unincorporated land north of the new HWY 59/60 and designate the said area as business park/business flex. Should Council concur with the Commission's recommendation, it may do so by simple vote. If Council doesn't concur, staff would recommend the matter be referred back to the Commission for further consideration.

**ORDINANCE NO. \_\_\_\_\_****AN ORDINANCE EXTENDING THE CORPORATE LIMITS OF THE CITY OF WORTHINGTON TO INCLUDE 29 ACRES OF UNPLATTED LAND ABUTTING THE CITY OF WORTHINGTON, NOBLES COUNTY, MINNESOTA AND OWNED BY SOUTH SHORE ACRES, LLC.****The City Council of the City of Worthington Do Ordain:****Section I.**

A petition for annexation under Minnesota Statutes Section 414.033, Subdivision 2, Clause 3 has been filed with the governing body of the City of Worthington, Minnesota by the owners of the land contained in said petition, requesting that the following described land be annexed to the City of Worthington, Minnesota, to-wit:

That part of Government Lot 5 and the Northeast Quarter of the Southwest Quarter of Section 26, Township 102, Range 40, Worthington Township, Nobles County, Minnesota, lying southeasterly of the southeasterly right-of-way line of the Chicago and North Western Railroad and being more particularly described as follows:

Commencing at the south quarter corner of said Section, thence North 00 degrees 08 minutes 35 seconds East, assumed bearing, along the North-South Quarter line of said Section, a distance of 1,153.40 feet to the point of beginning of this description, said point also being the southeast corner of said Quarter-Quarter Section; thence continue North 00 degrees 08 minutes 35 seconds East, along said North-South Quarter line, a distance of 1,088.45 feet; thence North 89 degrees 51 minutes 25 seconds West a distance of 387.90 feet; thence North 00 degrees 08 minutes 35 seconds East, parallel with said North-South Quarter line, a distance of 713.34 feet to said railroad right-of-way line; thence southwesterly, along said railroad right-of-way line, said line also being a non-tangential 11,509.16 foot radius curve concave to the northwest, a distance of 117.12 feet, central angle 00 degrees 34 minutes 59 seconds; thence South 50 degrees 38 minutes 36 seconds West, along said railroad right-of-way line, a distance of 1,107.14 feet to the west line of said Quarter-Quarter Section; thence South 00 degrees 04 minutes 13 seconds West, along said West Quarter-Quarter Section line, a distance of 921.29 feet to the southwest corner of said Quarter-Quarter Section; thence South 85 degrees 30 minutes 15 seconds East, along the south line of said Quarter-Quarter Section, a distance of 1,334.87 feet to the point of beginning.

EXCEPT

That part of the Northeast Quarter of the Southwest Quarter of Section 26, Township 102, Range 40, Nobles County, Minnesota, shown as Parcel 4 on Minnesota Department of Transportation Right of Way Plat Numbered 53-31 as the same is on file and of record in the office of the County Recorder in and for Nobles County, Minnesota.

AND EXCEPT

That land presently situated within the boundaries of the City of Worthington.

## **Section II.**

The area petitioned for annexation is 29 acres unplatted, abuts the Cities southeast boundary, is located in the Township of Worthington, and is not included within any other municipality,

## **Section III**

All of the tract of land proposed for annexation is owned by the petitioners.

## **Section IV.**

All of the annexation area is or is about to become urban or suburban in character. None of the annexation area is presently served by municipal facilities or services.

## **Section V.**

The area proposed for annexation is not included in any area that has been designated for orderly annexation pursuant to Minnesota Statutes Section 414.0325.

## **Section VI.**

The annexation is in the best interest of the City of Worthington, Minnesota.

## **Section VII.**

Written notice of the public hearing on the annexation was given as required by Minnesota Statutes 414.033, Subdivision 2b. A public hearing on the petition and this proposed ordinance was held on August 23, 2017 at the Worthington City Hall, 303 9<sup>th</sup> Street, Worthington, Minnesota.

## **Section VIII.**

The corporate limits is hereby extended to include the property described in Section I, and the same is hereby annexed to and include within the City of Worthington as effectively as if it had been originally a part thereof.



### **Section IX.**

Pursuant to Title XV, Section 155.026(G) of the City of Worthington city Code, the property shall be zoned TZ, with the exception of the following described portion of said land, which shall be zoned B3:

That part of the Northeast Quarter of the Southwest Quarter of Section 26, Township 102 North, Range 40 West, Nobles County, Minnesota, described as follows:

Beginning at Right of Way Boundary Corner B3103, MINNESOTA DEPARTMENT OF TRANSPORTATION RIGHT OF WAY PLAT NO. 53-31, according to the recorded plat thereof, said Nobles County; thence South 88 degrees 41 minutes 48 seconds West, assumed bearing, along the north line of said MINNESOTA DEPARTMENT OF TRANSPORTATION RIGHT OF WAY PLAT NO. 53-31, a distance of 50.01 feet to Right of Way Boundary Corner B3102; thence South 00 degrees 21 minutes 04 seconds East along the west line of said MINNESOTA DEPARTMENT OF TRANSPORTATION RIGHT OF WAY PLAT NO. 53-31, a distance of 120.02 feet to Right of Way Boundary Corner B3101; thence South 88 degrees 41 minutes 48 seconds West, along the north Line of said MINNESOTA DEPARTMENT OF TRANSPORTATION RIGHT OF WAY PLAT NO. 53-31, a distance of 497.31 feet; thence North 00 degrees 22 minutes 44 seconds West, a distance of 424.31 feet; thence North 89 degrees 37 minutes 16 seconds East, a distance of 547.45 feet to the east line of said Northeast Quarter of the Southwest Quarter; thence South 00 degrees 21 minutes 02 seconds East, a distance of 295.46 feet to said Right of Way Boundary Corner B3103.

### **Section X.**

Pursuant to Minnesota Statute 414.036, the City of Worthington shall reimburse the Town of Worthington for all the taxable property annexed. Reimbursement shall consist of two annual payments that will equal the Town's collection of real estate tax from the subject property in 2017, which was \$178.02.

### **Section XI.**

The City Clerk is hereby directed to file a certified copy of this ordinance in the office of the Recorder in and for the County of Nobles, Minnesota Municipal Board, the Secretary of State, the Nobles County auditor and the Worthington Township Board.

### **Section XII.**

This ordinance shall be in full force and effect from and after its passage and publication and filing of a certified copy thereof with the recorder in and for said County of Nobles, State of Minnesota.

Passed and adopted by the City Council of the City of Worthington, on this \_\_\_\_ day of \_\_\_\_\_,  
2017

(SEAL)

Attest: \_\_\_\_\_  
Janice Oberloh, City Clerk

\_\_\_\_\_  
Mike Kuhle, Mayor

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
BANNER ASSOCIATES INC	11/17/17	HIGH SERVICE PUMP STATION	WATER	FA PURIFY EQUIPMENT	10,460.19_
				TOTAL:	10,460.19
BOLTON & MENK INC	11/17/17	FACILITY PLAN-WWTP	MUNICIPAL WASTEWAT	O-PURIFY MISC	5,695.00_
				TOTAL:	5,695.00
C&S CHEMICALS INC	11/17/17	4,150 GALLONS ALUM	MUNICIPAL WASTEWAT	O-PURIFY MISC	4,834.75_
				TOTAL:	4,834.75
DUININCK INC	11/17/17	WWTP WATER & AIR LINE BREA	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	606.72_
				TOTAL:	606.72
ECHO GROUP INC	11/17/17	LIGHT BULBS	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	17.60
	11/17/17	15A FUSES	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	6.90
	11/17/17	BATTERY	ELECTRIC	ACCTS-RECORDS & COLLEC	38.94_
				TOTAL:	63.44
FRONTIER COMMUNICATION SERVICES	11/17/17	PHONE SERVICE	WATER	O-PUMPING	58.26
	11/17/17	PHONE SERVICE	WATER	O-PURIFY MISC	68.87
	11/17/17	PHONE SERVICE	WATER	O-DISTR MISC	53.86
	11/17/17	PHONE SERVICE	WATER	ADMIN OFFICE SUPPLIES	26.93
	11/17/17	PHONE SERVICE	WATER	ACCTS-RECORDS & COLLEC	91.51
	11/17/17	PHONE SERVICE	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	355.69
	11/17/17	PHONE SERVICE	MUNICIPAL WASTEWAT	O-PURIFY SUPERVISION	26.93
	11/17/17	PHONE SERVICE	MUNICIPAL WASTEWAT	O-PURIFY MISC	41.49
	11/17/17	PHONE SERVICE	MUNICIPAL WASTEWAT	ADMIN OFFICE SUPPLIES	26.93
	11/17/17	PHONE SERVICE	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	87.42
	11/17/17	PHONE SERVICE	ELECTRIC	O-SOURCE MISC	68.25
	11/17/17	PHONE SERVICE	ELECTRIC	O-DISTR SUPER & ENG	52.52
	11/17/17	PHONE SERVICE	ELECTRIC	O-DISTR STATION EXPENS	120.77
	11/17/17	PHONE SERVICE	ELECTRIC	O-DISTR MISC	26.26
	11/17/17	PHONE SERVICE	ELECTRIC	ADMIN OFFICE SUPPLIES	63.24
	11/17/17	PHONE SERVICE	ELECTRIC	ACCTS-RECORDS & COLLEC	254.15
	11/17/17	PHONE SERVICE	ELECTRIC	ACCTS-ASSISTANCE	38.05_
				TOTAL:	1,461.13
IDEXX DISTRIBUTION CORP	11/17/17	TOTAL COLIFORM TESTING MAT	MUNICIPAL WASTEWAT	O-PURIFY LABORATORY	553.50_
				TOTAL:	553.50
INTL UNION LOCAL #49	11/17/17	UNION DUES	GENERAL FUND	NON-DEPARTMENTAL	34.51
	11/17/17	UNION DUES	GENERAL FUND	NON-DEPARTMENTAL	70.29
	11/17/17	UNION DUES	RECREATION	NON-DEPARTMENTAL	57.80
	11/17/17	UNION DUES	RECREATION	NON-DEPARTMENTAL	48.31
	11/17/17	UNION DUES	IMPROVEMENT CONST	NON-DEPARTMENTAL	8.30
	11/17/17	UNION DUES	IMPROVEMENT CONST	NON-DEPARTMENTAL	11.91
	11/17/17	UNION DUES	WATER	NON-DEPARTMENTAL	94.80
	11/17/17	UNION DUES	WATER	NON-DEPARTMENTAL	86.59
	11/17/17	UNION DUES	MUNICIPAL WASTEWAT	NON-DEPARTMENTAL	120.66
	11/17/17	UNION DUES	MUNICIPAL WASTEWAT	NON-DEPARTMENTAL	117.30
	11/17/17	UNION DUES	STORM WATER MANAGE	NON-DEPARTMENTAL	63.43
	11/17/17	UNION DUES	STORM WATER MANAGE	NON-DEPARTMENTAL	43.37
	11/17/17	UNION DUES	AIRPORT	NON-DEPARTMENTAL	1.73_
				TOTAL:	759.00
LABOR AND INDUSTRY	11/17/17	PRESSURE VESSEL RENEWAL-CO	GENERAL FUND	PAVED STREETS	10.00
	11/17/17	TESTING AIR TANK	RECREATION	SOCCER COMPLEX	10.00

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
	11/17/17	PRESSURE VESSEL RENEWAL	WATER	O-DISTR MISC	10.00
	11/17/17	PRESSURE VESSEL RENEWAL-CO	WATER	O-DISTR MISC	10.00
	11/17/17	PRESSURE VESSEL RENEWAL-CO	ELECTRIC	O-DISTR MISC	10.00_
		TOTAL:			50.00
LARSON CRANE SERVICE INC	11/17/17	SALVAGED MANHOLE BARREL	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	250.00_
		TOTAL:			250.00
LAW ENF LABOR SERV INC #4	11/17/17	UNION DUES	GENERAL FUND	NON-DEPARTMENTAL	563.50
	11/17/17	UNION DUES	GENERAL FUND	NON-DEPARTMENTAL	514.50_
		TOTAL:			1,078.00
LAWN GATORS INC	11/17/17	MOWING BAC 9/26, 10/3, 11,	ECONOMIC DEV AUTHO	TRAINING/TESTING CENTE	600.00_
		TOTAL:			600.00
MINNESOTA BENEFIT ASSOCIATION	11/17/17	MN BENEFITS	GENERAL FUND	NON-DEPARTMENTAL	63.25
	11/17/17	MN BENEFITS	GENERAL FUND	NON-DEPARTMENTAL	72.57
	11/17/17	MN BENEFITS	GENERAL FUND	NON-DEPARTMENTAL	57.79
	11/17/17	MN BENEFITS	GENERAL FUND	NON-DEPARTMENTAL	64.14
	11/17/17	INSURANCE	GENERAL FUND	PAVED STREETS	84.59
	11/17/17	INSURANCE	GENERAL FUND	PUBLIC WORK SHOP	38.67
	11/17/17	INSURANCE	GENERAL FUND	ICE AND SNOW REMOVAL	12.08
	11/17/17	MN BENEFITS	RECREATION	NON-DEPARTMENTAL	35.09
	11/17/17	MN BENEFITS	RECREATION	NON-DEPARTMENTAL	25.77
	11/17/17	MN BENEFITS	RECREATION	NON-DEPARTMENTAL	14.61
	11/17/17	MN BENEFITS	RECREATION	NON-DEPARTMENTAL	8.26
	11/17/17	INSURANCE	RECREATION	SOCCER COMPLEX	0.01
	11/17/17	INSURANCE	RECREATION	PARK AREAS	2.42
	11/17/17	MN BENEFITS	WATER	NON-DEPARTMENTAL	4.79
	11/17/17	MN BENEFITS	WATER	NON-DEPARTMENTAL	4.79
	11/17/17	INSURANCE	WATER	GENERAL ADMIN	32.08
	11/17/17	MN BENEFITS	MUNICIPAL WASTEWAT	NON-DEPARTMENTAL	16.11
	11/17/17	MN BENEFITS	MUNICIPAL WASTEWAT	NON-DEPARTMENTAL	15.77
	11/17/17	MN BENEFITS	MUNICIPAL WASTEWAT	NON-DEPARTMENTAL	100.93
	11/17/17	MN BENEFITS	MUNICIPAL WASTEWAT	NON-DEPARTMENTAL	100.61
	11/17/17	INSURANCE	MUNICIPAL WASTEWAT	O-PURIFY LABOR	96.92
	11/17/17	INSURANCE	MUNICIPAL WASTEWAT	O-PURIFY LABORATORY	0.01
	11/17/17	INSURANCE	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	0.01
	11/17/17	INSURANCE	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	96.92
	11/17/17	INSURANCE	MUNICIPAL WASTEWAT	GENERAL ADMIN	25.66
	11/17/17	MN BENEFITS	ELECTRIC	NON-DEPARTMENTAL	37.22
	11/17/17	MN BENEFITS	ELECTRIC	NON-DEPARTMENTAL	37.22
	11/17/17	INSURANCE	ELECTRIC	O-SOURCE SUPER & ENG	9.76
	11/17/17	INSURANCE	ELECTRIC	O-DISTR SUPER & ENG	175.66
	11/17/17	INSURANCE	ELECTRIC	M-SOURCE SUPER & ENF	9.76
	11/17/17	INSURANCE	ELECTRIC	GENERAL ADMIN	156.10
	11/17/17	MN BENEFITS	STORM WATER MANAGE	NON-DEPARTMENTAL	2.64
	11/17/17	MN BENEFITS	STORM WATER MANAGE	NON-DEPARTMENTAL	2.98
	11/17/17	MN BENEFITS	STORM WATER MANAGE	NON-DEPARTMENTAL	2.48
	11/17/17	MN BENEFITS	STORM WATER MANAGE	NON-DEPARTMENTAL	2.80
	11/17/17	INSURANCE	STORM WATER MANAGE	STORM DRAINAGE	19.33
	11/17/17	MN BENEFITS	LIQUOR	NON-DEPARTMENTAL	19.43
	11/17/17	MN BENEFITS	LIQUOR	NON-DEPARTMENTAL	19.43
	11/17/17	INSURANCE	AIRPORT	O-GEN MISC	36.25_
		TOTAL:			1,504.91

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_	
MINNESOTA ENERGY RESOURCES CORP	11/17/17	GAS SERVICE	GENERAL FUND	PAVED STREETS	79.29	
	11/17/17	GAS SERVICE	GENERAL FUND	PAVED STREETS	31.94	
	11/17/17	GAS SERVICE	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	978.00	
	11/17/17	GAS SERVICE	WATER	O-DISTR MISC	79.29	
	11/17/17	GAS SERVICE	WATER	O-DISTR MISC	15.32	
	11/17/17	GAS SERVICE	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	26.42	
	11/17/17	GAS SERVICE	ELECTRIC	O-DISTR MISC	85.14	
	11/17/17	GAS SERVICE	ELECTRIC	O-DISTR MISC	17.86	
	11/17/17	GAS SERVICE	LIQUOR	O-GEN MISC	68.56	
	11/17/17	GAS SERVICE	AIRPORT	O-GEN MISC	247.51_	
				TOTAL:	1,629.33	
	MISCELLANEOUS V DRUMM INC HARVEY SIGN SERVICE LL NOBLES COUNTY	11/17/17	HEATING & COOLING REBATE B	ELECTRIC	CUSTOMER INSTALL EXPEN	200.00
11/17/17		LIGHTING EFFICIENCY REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	390.00	
11/17/17		HEATING & COOLING FOR BUSI	ELECTRIC	CUSTOMER INSTALL EXPEN	12,820.00_	
			TOTAL:	13,410.00		
MN CHILD SUPPORT PAYMENT CTR	11/17/17	SUPPORT ORDER	GENERAL FUND	NON-DEPARTMENTAL	43.78	
	11/17/17	SUPPORT ORDER	STORM WATER MANAGE	NON-DEPARTMENTAL	230.32	
	11/17/17	SUPPORT ORDER	AIRPORT	NON-DEPARTMENTAL	30.46_	
			TOTAL:	304.56		
MNCBERS MINNESOTA 851801	11/17/17	LIFE INS	GENERAL FUND	NON-DEPARTMENTAL	156.91	
	11/17/17	LIFE INS	GENERAL FUND	NON-DEPARTMENTAL	166.06	
	11/17/17	INSURANCE	GENERAL FUND	NON-DEPARTMENTAL	16.00	
	11/17/17	LIFE INS	RECREATION	NON-DEPARTMENTAL	22.31	
	11/17/17	LIFE INS	RECREATION	NON-DEPARTMENTAL	18.62	
	11/17/17	LIFE INS	PIR/TRUNKS	NON-DEPARTMENTAL	3.60	
	11/17/17	LIFE INS	PIR/TRUNKS	NON-DEPARTMENTAL	3.56	
	11/17/17	LIFE INS	IMPROVEMENT CONST	NON-DEPARTMENTAL	3.85	
	11/17/17	LIFE INS	IMPROVEMENT CONST	NON-DEPARTMENTAL	6.03	
	11/17/17	LIFE INS	WATER	NON-DEPARTMENTAL	22.06	
	11/17/17	LIFE INS	WATER	NON-DEPARTMENTAL	18.38	
	11/17/17	LIFE INS	MUNICIPAL WASTEWAT	NON-DEPARTMENTAL	27.23	
	11/17/17	LIFE INS	MUNICIPAL WASTEWAT	NON-DEPARTMENTAL	25.82	
	11/17/17	LIFE INS	ELECTRIC	NON-DEPARTMENTAL	36.04	
	11/17/17	LIFE INS	ELECTRIC	NON-DEPARTMENTAL	35.96	
	11/17/17	LIFE INS	STORM WATER MANAGE	NON-DEPARTMENTAL	8.00	
	11/17/17	LIFE INS	STORM WATER MANAGE	NON-DEPARTMENTAL	5.57	
	11/17/17	LIFE INS	LIQUOR	NON-DEPARTMENTAL	16.00	
	11/17/17	LIFE INS	LIQUOR	NON-DEPARTMENTAL	16.00	
	11/17/17	LIFE INS	DATA PROCESSING	NON-DEPARTMENTAL	16.00	
	11/17/17	LIFE INS	DATA PROCESSING	NON-DEPARTMENTAL	16.00_	
				TOTAL:	640.00	
	NIENKERK CONSTRUCTION INC	11/17/17	RESTROOMS	RECREATION	RECREATION PROGRAMS	435.00
		11/17/17	RESTROOMS	RECREATION	GOLF COURSE-GREEN	75.00
		11/17/17	RESTROOMS	RECREATION	PARK AREAS	500.00
11/17/17		PUMP GREASE PITS	MUNICIPAL WASTEWAT	O-PURIFY MISC	220.00	
11/17/17		PUMP GREASE PITS	MUNICIPAL WASTEWAT	O-PURIFY MISC	220.00_	
			TOTAL:	1,450.00		
MN PEIP	11/17/17	HEALTH INS PREMIUM	GENERAL FUND	NON-DEPARTMENTAL	7,622.70	
	11/17/17	HEALTH INS PREMIUM	GENERAL FUND	NON-DEPARTMENTAL	7,991.23	
	11/17/17	MONTHLY HEALTH INSURANCE	GENERAL FUND	NON-DEPARTMENTAL	2,219.14	
	11/17/17	HEALTH INS ADMIN	GENERAL FUND	MAYOR AND COUNCIL	594.60	

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
	11/17/17	HEALTH INS ADMIN	GENERAL FUND	MAYOR AND COUNCIL	594.60
	11/17/17	HEALTH INS ADMIN	GENERAL FUND	ADMINISTRATION	694.63
	11/17/17	HEALTH INS ADMIN	GENERAL FUND	ADMINISTRATION	694.63
	11/17/17	HEALTH INS ADMIN	GENERAL FUND	CLERK'S OFFICE	844.28
	11/17/17	HEALTH INS ADMIN	GENERAL FUND	CLERK'S OFFICE	829.31
	11/17/17	HEALTH INS ADMIN	GENERAL FUND	ACCOUNTING	700.60
	11/17/17	HEALTH INS ADMIN	GENERAL FUND	ACCOUNTING	700.60
	11/17/17	HEALTH INS ADMIN	GENERAL FUND	ENGINEERING ADMIN	1,778.10
	11/17/17	HEALTH INS ADMIN	GENERAL FUND	ENGINEERING ADMIN	2,380.68
	11/17/17	HEALTH INS ADMIN	GENERAL FUND	ECONOMIC DEVELOPMENT	1,408.76
	11/17/17	HEALTH INS ADMIN	GENERAL FUND	ECONOMIC DEVELOPMENT	1,408.76
	11/17/17	HEALTH INS ADMIN	GENERAL FUND	GENERAL GOVT BUILDINGS	111.49
	11/17/17	HEALTH INS ADMIN	GENERAL FUND	GENERAL GOVT BUILDINGS	111.49
	11/17/17	HEALTH INS ADMIN	GENERAL FUND	POLICE ADMINISTRATION	13,008.63
	11/17/17	HEALTH INS ADMIN	GENERAL FUND	POLICE ADMINISTRATION	13,008.63
	11/17/17	HEALTH INS ADMIN	GENERAL FUND	SECURITY CENTER	2,308.38
	11/17/17	HEALTH INS ADMIN	GENERAL FUND	SECURITY CENTER	2,308.35
	11/17/17	HEALTH INS ADMIN	GENERAL FUND	SECURITY CENTER	2,308.37
	11/17/17	HEALTH INS ADMIN	GENERAL FUND	SECURITY CENTER	2,308.36
	11/17/17	HEALTH INS ADMIN	GENERAL FUND	ANIMAL CONTROL ENFORCE	148.65
	11/17/17	HEALTH INS ADMIN	GENERAL FUND	ANIMAL CONTROL ENFORCE	148.65
	11/17/17	HEALTH INS ADMIN	GENERAL FUND	PAVED STREETS	756.97
	11/17/17	HEALTH INS ADMIN	GENERAL FUND	PAVED STREETS	329.22
	11/17/17	HEALTH INS ADMIN	GENERAL FUND	PUBLIC WORK SHOP	242.56
	11/17/17	HEALTH INS ADMIN	GENERAL FUND	PUBLIC WORK SHOP	663.34
	11/17/17	HEALTH INS ADMIN	GENERAL FUND	ICE AND SNOW REMOVAL	84.70
	11/17/17	HEALTH INS ADMIN	GENERAL FUND	SIGNS AND SIGNALS	54.70
	11/17/17	HEALTH INS ADMIN	GENERAL FUND	CODE ENFORCEMENT	302.87
	11/17/17	HEALTH INS ADMIN	GENERAL FUND	CODE ENFORCEMENT	302.87
	11/17/17	HEALTH INS ADMIN	GENERAL FUND	MISC SPECIAL DAYS/EVEN	550.78
	11/17/17	HEALTH INS PREMIUM	MEMORIAL AUDITORIUM	NON-DEPARTMENTAL	148.65
	11/17/17	HEALTH INS PREMIUM	MEMORIAL AUDITORIUM	NON-DEPARTMENTAL	148.65
	11/17/17	HEALTH INS ADMIN	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	222.97
	11/17/17	HEALTH INS ADMIN	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	222.97
	11/17/17	HEALTH INS PREMIUM	RECREATION	NON-DEPARTMENTAL	794.93
	11/17/17	HEALTH INS PREMIUM	RECREATION	NON-DEPARTMENTAL	621.16
	11/17/17	MONTHLY HEALTH INSURANCE	RECREATION	NON-DEPARTMENTAL	150.20
	11/17/17	HEALTH INS ADMIN	RECREATION	SOCCER COMPLEX	208.39
	11/17/17	HEALTH INS ADMIN	RECREATION	PARK AREAS	2,077.29
	11/17/17	HEALTH INS ADMIN	RECREATION	PARK AREAS	1,423.67
	11/17/17	HEALTH INS PREMIUM	ECONOMIC DEV AUTHO	NON-DEPARTMENTAL	1.61
	11/17/17	HEALTH INS PREMIUM	ECONOMIC DEV AUTHO	NON-DEPARTMENTAL	1.61
	11/17/17	HEALTH INS ADMIN	ECONOMIC DEV AUTHO	TRAINING/TESTING CENTE	37.16
	11/17/17	HEALTH INS ADMIN	ECONOMIC DEV AUTHO	TRAINING/TESTING CENTE	37.16
	11/17/17	HEALTH INS PREMIUM	PIR/TRUNKS	NON-DEPARTMENTAL	61.53
	11/17/17	HEALTH INS PREMIUM	PIR/TRUNKS	NON-DEPARTMENTAL	60.85
	11/17/17	HEALTH INS ADMIN	PIR/TRUNKS	SP ASSESS-ADMIN ESCROW	246.14
	11/17/17	HEALTH INS ADMIN	PIR/TRUNKS	SP ASSESS-ADMIN ESCROW	243.41
	11/17/17	HEALTH INS PREMIUM	IMPROVEMENT CONST	NON-DEPARTMENTAL	168.36
	11/17/17	HEALTH INS PREMIUM	IMPROVEMENT CONST	NON-DEPARTMENTAL	186.42
	11/17/17	HEALTH INS ADMIN	IMPROVEMENT CONST	NORTH MICMILLAN RECONS	34.73
	11/17/17	HEALTH INS ADMIN	IMPROVEMENT CONST	NORTH MICMILLAN RECONS	6.84
	11/17/17	HEALTH INS ADMIN	IMPROVEMENT CONST	2017 DIAGONAL RD OVERL	34.74
	11/17/17	HEALTH INS ADMIN	IMPROVEMENT CONST	2017 DIAGONAL RD OVERL	8.68
	11/17/17	HEALTH INS ADMIN	IMPROVEMENT CONST	2017 DIAGONAL RD OVERL	3.42
	11/17/17	HEALTH INS ADMIN	IMPROVEMENT CONST	OVERLAY PROGRAM	416.78

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
	11/17/17	HEALTH INS ADMIN	IMPROVEMENT CONST	OVERLAY PROGRAM	523.14
	11/17/17	HEALTH INS ADMIN	IMPROVEMENT CONST	HUMISTON AVE & 5TH AVE	195.37
	11/17/17	HEALTH INS ADMIN	IMPROVEMENT CONST	HUMISTON AVE & 5TH AVE	8.68
	11/17/17	HEALTH INS ADMIN	IMPROVEMENT CONST	HUMISTON AVE & 5TH AVE	17.37
	11/17/17	HEALTH INS ADMIN	IMPROVEMENT CONST	HUMISTON AVE & 5TH AVE	10.26
	11/17/17	HEALTH INS ADMIN	IMPROVEMENT CONST	W GATEWAY DR SANITARY	6.84
	11/17/17	HEALTH INS ADMIN	IMPROVEMENT CONST	W GATEWAY DR AREA WT E	6.82
	11/17/17	HEALTH INS PREMIUM	WATER	NON-DEPARTMENTAL	619.38
	11/17/17	HEALTH INS PREMIUM	WATER	NON-DEPARTMENTAL	473.94
	11/17/17	HEALTH INS ADMIN	WATER	O-SOURCE WELLS & SPRNG	12.91
	11/17/17	HEALTH INS ADMIN	WATER	O-PUMPING	140.47
	11/17/17	HEALTH INS ADMIN	WATER	O-PUMPING	144.13
	11/17/17	HEALTH INS ADMIN	WATER	O-PURIFY LABOR	230.34
	11/17/17	HEALTH INS ADMIN	WATER	O-PURIFY LABOR	269.57
	11/17/17	HEALTH INS ADMIN	WATER	O-DISTR SUPER AND ENG	546.98
	11/17/17	HEALTH INS ADMIN	WATER	O-DISTR SUPER AND ENG	546.98
	11/17/17	HEALTH INS ADMIN	WATER	O-DIST UNDERGRND LINES	452.27
	11/17/17	HEALTH INS ADMIN	WATER	O-DIST UNDERGRND LINES	641.56
	11/17/17	HEALTH INS ADMIN	WATER	O-DISTR MISC	888.77
	11/17/17	HEALTH INS ADMIN	WATER	O-DISTR MISC	375.29
	11/17/17	HEALTH INS ADMIN	WATER	M-SOURCE WELLS & SPRNG	39.41
	11/17/17	HEALTH INS ADMIN	WATER	M-TRANS MAINS	102.42
	11/17/17	HEALTH INS ADMIN	WATER	M-TRANS MAINS	86.31
	11/17/17	HEALTH INS ADMIN	WATER	M-TRANS HYDRANTS	296.76
	11/17/17	HEALTH INS ADMIN	WATER	M-TRANS HYDRANTS	325.90
	11/17/17	HEALTH INS ADMIN	WATER	M-DISTR METERS	34.19
	11/17/17	HEALTH INS ADMIN	WATER	GENERAL ADMIN	82.05
	11/17/17	HEALTH INS ADMIN	WATER	GENERAL ADMIN	74.30
	11/17/17	HEALTH INS ADMIN	WATER	ADMIN OFFICE SUPPLIES	3.23
	11/17/17	HEALTH INS ADMIN	WATER	ACCTS-RECORDS & COLLEC	168.20
	11/17/17	HEALTH INS ADMIN	WATER	ACCTS-RECORDS & COLLEC	168.20
	11/17/17	HEALTH INS ADMIN	WATER	PROJECT #1	378.98
	11/17/17	HEALTH INS ADMIN	WATER	PROJECT #1	22.53
	11/17/17	HEALTH INS ADMIN	WATER	PROJECT #9	8.68
	11/17/17	HEALTH INS PREMIUM	MUNICIPAL WASTEWAT	NON-DEPARTMENTAL	1,486.54
	11/17/17	HEALTH INS PREMIUM	MUNICIPAL WASTEWAT	NON-DEPARTMENTAL	1,453.57
	11/17/17	HEALTH INS ADMIN	MUNICIPAL WASTEWAT	O-SOURCE SUPERVISION	208.39
	11/17/17	HEALTH INS ADMIN	MUNICIPAL WASTEWAT	O-SOURCE SUPERVISION	208.39
	11/17/17	HEALTH INS ADMIN	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	156.99
	11/17/17	HEALTH INS ADMIN	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	148.59
	11/17/17	HEALTH INS ADMIN	MUNICIPAL WASTEWAT	O-PURIFY SUPERVISION	486.24
	11/17/17	HEALTH INS ADMIN	MUNICIPAL WASTEWAT	O-PURIFY SUPERVISION	486.24
	11/17/17	HEALTH INS ADMIN	MUNICIPAL WASTEWAT	O-PURIFY LABOR	624.69
	11/17/17	HEALTH INS ADMIN	MUNICIPAL WASTEWAT	O-PURIFY LABOR	693.12
	11/17/17	HEALTH INS ADMIN	MUNICIPAL WASTEWAT	O-PURIFY LABORATORY	712.00
	11/17/17	HEALTH INS ADMIN	MUNICIPAL WASTEWAT	O-PURIFY LABORATORY	753.60
	11/17/17	HEALTH INS ADMIN	MUNICIPAL WASTEWAT	O-PURIFY MISC	14.87
	11/17/17	HEALTH INS ADMIN	MUNICIPAL WASTEWAT	O-PURIFY MISC	14.87
	11/17/17	HEALTH INS ADMIN	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	723.42
	11/17/17	HEALTH INS ADMIN	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	863.30
	11/17/17	HEALTH INS ADMIN	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	724.48
	11/17/17	HEALTH INS ADMIN	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	467.32
	11/17/17	HEALTH INS ADMIN	MUNICIPAL WASTEWAT	GENERAL ADMIN	65.64
	11/17/17	HEALTH INS ADMIN	MUNICIPAL WASTEWAT	GENERAL ADMIN	59.44
	11/17/17	HEALTH INS ADMIN	MUNICIPAL WASTEWAT	ADMIN OFFICE SUPPLIES	3.23
	11/17/17	HEALTH INS ADMIN	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	138.28

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
	11/17/17	HEALTH INS ADMIN	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	138.28
	11/17/17	HEALTH INS ADMIN	MUNICIPAL WASTEWAT	PROJECT #15	136.46
	11/17/17	HEALTH INS ADMIN	MUNICIPAL WASTEWAT	PROJECT #15	8.69
	11/17/17	HEALTH INS PREMIUM	ELECTRIC	NON-DEPARTMENTAL	1,101.26
	11/17/17	HEALTH INS PREMIUM	ELECTRIC	NON-DEPARTMENTAL	1,169.63
	11/17/17	MONTHLY HEALTH INSURANCE	ELECTRIC	NON-DEPARTMENTAL	273.48
	11/17/17	HEALTH INS ADMIN	ELECTRIC	O-DISTR UNDERGRND LINE	109.40
	11/17/17	HEALTH INS ADMIN	ELECTRIC	O-DISTR UNDERGRND LINE	193.82
	11/17/17	HEALTH INS ADMIN	ELECTRIC	O-DISTR MISC	405.97
	11/17/17	HEALTH INS ADMIN	ELECTRIC	O-DISTR MISC	916.02
	11/17/17	HEALTH INS ADMIN	ELECTRIC	M-CISTR SUPER & ENG	47.86
	11/17/17	HEALTH INS ADMIN	ELECTRIC	M-CISTR SUPER & ENG	24.18
	11/17/17	HEALTH INS ADMIN	ELECTRIC	M-DISTR STATION EQUIPM	84.43
	11/17/17	HEALTH INS ADMIN	ELECTRIC	M-DISTR UNDERGRND LINE	410.64
	11/17/17	HEALTH INS ADMIN	ELECTRIC	M-DISTR UNDERGRND LINE	590.30
	11/17/17	HEALTH INS ADMIN	ELECTRIC	M-DISTR ST LITE & SIG	214.99
	11/17/17	HEALTH INS ADMIN	ELECTRIC	M-DISTR ST LITE & SIG	78.80
	11/17/17	HEALTH INS ADMIN	ELECTRIC	M-DISTR PLANT MISC	132.21
	11/17/17	HEALTH INS ADMIN	ELECTRIC	M-DISTR PLANT MISC	63.31
	11/17/17	HEALTH INS ADMIN	ELECTRIC	GENERAL ADMIN	399.29
	11/17/17	HEALTH INS ADMIN	ELECTRIC	GENERAL ADMIN	361.59
	11/17/17	HEALTH INS ADMIN	ELECTRIC	ADMIN OFFICE SUPPLIES	32.28
	11/17/17	HEALTH INS ADMIN	ELECTRIC	ACCTS-METER READING	109.39
	11/17/17	HEALTH INS ADMIN	ELECTRIC	ACCTS-METER READING	347.36
	11/17/17	HEALTH INS ADMIN	ELECTRIC	ACCTS-RECORDS & COLLEC	757.91
	11/17/17	HEALTH INS ADMIN	ELECTRIC	ACCTS-RECORDS & COLLEC	757.91
	11/17/17	HEALTH INS ADMIN	ELECTRIC	ACCTS-ASSISTANCE	148.64
	11/17/17	HEALTH INS ADMIN	ELECTRIC	ACCTS-ASSISTANCE	148.64
	11/17/17	HEALTH INS ADMIN	ELECTRIC	FA DISTR UNDRGRND COND	890.72
	11/17/17	HEALTH INS ADMIN	ELECTRIC	FA DISTR UNDRGRND COND	483.94
	11/17/17	HEALTH INS ADMIN	ELECTRIC	FA DISTR UNDRGRND COND	172.96
	11/17/17	HEALTH INS ADMIN	ELECTRIC	FA DISTR UNDRGRND COND	29.73
	11/17/17	HEALTH INS ADMIN	ELECTRIC	FA DISTR ST LITE & SIG	44.26
	11/17/17	HEALTH INS PREMIUM	INDUSTRIAL WASTEWA	NON-DEPARTMENTAL	6.27
	11/17/17	HEALTH INS ADMIN	INDUSTRIAL WASTEWA	PROJECT #3	34.73
	11/17/17	HEALTH INS PREMIUM	STORM WATER MANAGE	NON-DEPARTMENTAL	613.04
	11/17/17	HEALTH INS PREMIUM	STORM WATER MANAGE	NON-DEPARTMENTAL	457.65
	11/17/17	HEALTH INS ADMIN	STORM WATER MANAGE	STORM DRAINAGE	1,308.54
	11/17/17	HEALTH INS ADMIN	STORM WATER MANAGE	STORM DRAINAGE	204.26
	11/17/17	HEALTH INS ADMIN	STORM WATER MANAGE	STREET CLEANING	673.97
	11/17/17	HEALTH INS ADMIN	STORM WATER MANAGE	STREET CLEANING	1,332.61
	11/17/17	HEALTH INS PREMIUM	LIQUOR	NON-DEPARTMENTAL	222.96
	11/17/17	HEALTH INS PREMIUM	LIQUOR	NON-DEPARTMENTAL	222.96
	11/17/17	HEALTH INS ADMIN	LIQUOR	O-GEN MISC	891.90
	11/17/17	HEALTH INS ADMIN	LIQUOR	O-GEN MISC	891.90
	11/17/17	HEALTH INS PREMIUM	AIRPORT	NON-DEPARTMENTAL	59.56
	11/17/17	HEALTH INS ADMIN	AIRPORT	O-GEN MISC	238.27
	11/17/17	HEALTH INS PREMIUM	DATA PROCESSING	NON-DEPARTMENTAL	331.35
	11/17/17	HEALTH INS PREMIUM	DATA PROCESSING	NON-DEPARTMENTAL	331.35
	11/17/17	HEALTH INS ADMIN	DATA PROCESSING	DATA PROCESSING	1,099.92
	11/17/17	HEALTH INS ADMIN	DATA PROCESSING	DATA PROCESSING	1,099.92_
				TOTAL:	116,290.90
POLLARDWATER	11/17/17	LABWARE	WATER	O-PURIFY MISC	79.82_
				TOTAL:	79.82



VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
ROSENBERG SCOTT	11/17/17	REIMBURSE CITY FORESTER ME RECREATION		TREE REMOVAL	7.02_
				TOTAL:	7.02
SECURE BENEFITS SYSTEMS CORP	11/17/17	ADMIN FEE	GENERAL FUND	NON-DEPARTMENTAL	54.27
	11/17/17	ADMIN FEE	GENERAL FUND	NON-DEPARTMENTAL	56.22
	11/17/17	CHILD CARE	GENERAL FUND	NON-DEPARTMENTAL	1,032.06
	11/17/17	CHILD CARE	GENERAL FUND	NON-DEPARTMENTAL	1,024.65
	11/17/17	UNREIMBURSED MEDICAL	GENERAL FUND	NON-DEPARTMENTAL	1,406.26
	11/17/17	UNREIMBURSED MEDICAL	GENERAL FUND	NON-DEPARTMENTAL	1,500.71
	11/17/17	MONTHLY ADMIN FEE	GENERAL FUND	OTHER GEN GOVT MISC	20.00
	11/17/17	ADMIN FEE	RECREATION	NON-DEPARTMENTAL	5.77
	11/17/17	ADMIN FEE	RECREATION	NON-DEPARTMENTAL	4.31
	11/17/17	UNREIMBURSED MEDICAL	RECREATION	NON-DEPARTMENTAL	201.82
	11/17/17	UNREIMBURSED MEDICAL	RECREATION	NON-DEPARTMENTAL	152.60
	11/17/17	ADMIN FEE	IMPROVEMENT CONST	NON-DEPARTMENTAL	1.12
	11/17/17	ADMIN FEE	IMPROVEMENT CONST	NON-DEPARTMENTAL	0.25
	11/17/17	UNREIMBURSED MEDICAL	IMPROVEMENT CONST	NON-DEPARTMENTAL	50.87
	11/17/17	UNREIMBURSED MEDICAL	IMPROVEMENT CONST	NON-DEPARTMENTAL	11.72
	11/17/17	ADMIN FEE	WATER	NON-DEPARTMENTAL	0.37
	11/17/17	ADMIN FEE	WATER	NON-DEPARTMENTAL	0.32
	11/17/17	UNREIMBURSED MEDICAL	WATER	NON-DEPARTMENTAL	19.34
	11/17/17	UNREIMBURSED MEDICAL	WATER	NON-DEPARTMENTAL	16.73
	11/17/17	ADMIN FEE	MUNICIPAL WASTEWAT	NON-DEPARTMENTAL	11.56
	11/17/17	ADMIN FEE	MUNICIPAL WASTEWAT	NON-DEPARTMENTAL	11.53
	11/17/17	CHILD CARE	MUNICIPAL WASTEWAT	NON-DEPARTMENTAL	137.50
	11/17/17	CHILD CARE	MUNICIPAL WASTEWAT	NON-DEPARTMENTAL	137.50
	11/17/17	UNREIMBURSED MEDICAL	MUNICIPAL WASTEWAT	NON-DEPARTMENTAL	350.05
	11/17/17	UNREIMBURSED MEDICAL	MUNICIPAL WASTEWAT	NON-DEPARTMENTAL	348.75
	11/17/17	ADMIN FEE	ELECTRIC	NON-DEPARTMENTAL	3.99
	11/17/17	ADMIN FEE	ELECTRIC	NON-DEPARTMENTAL	3.99
	11/17/17	CHILD CARE	ELECTRIC	NON-DEPARTMENTAL	104.16
	11/17/17	CHILD CARE	ELECTRIC	NON-DEPARTMENTAL	104.16
	11/17/17	UNREIMBURSED MEDICAL	ELECTRIC	NON-DEPARTMENTAL	97.32
	11/17/17	UNREIMBURSED MEDICAL	ELECTRIC	NON-DEPARTMENTAL	97.32
	11/17/17	ADMIN FEE	INDUSTRIAL WASTEWA	NON-DEPARTMENTAL	0.11
	11/17/17	UNREIMBURSED MEDICAL	INDUSTRIAL WASTEWA	NON-DEPARTMENTAL	4.00
	11/17/17	ADMIN FEE	STORM WATER MANAGE	NON-DEPARTMENTAL	3.61
	11/17/17	ADMIN FEE	STORM WATER MANAGE	NON-DEPARTMENTAL	3.73
	11/17/17	CHILD CARE	STORM WATER MANAGE	NON-DEPARTMENTAL	10.42
	11/17/17	CHILD CARE	STORM WATER MANAGE	NON-DEPARTMENTAL	15.75
	11/17/17	UNREIMBURSED MEDICAL	STORM WATER MANAGE	NON-DEPARTMENTAL	64.25
	11/17/17	UNREIMBURSED MEDICAL	STORM WATER MANAGE	NON-DEPARTMENTAL	59.84
	11/17/17	ADMIN FEE	LIQUOR	NON-DEPARTMENTAL	4.50
	11/17/17	ADMIN FEE	LIQUOR	NON-DEPARTMENTAL	4.50
	11/17/17	UNREIMBURSED MEDICAL	LIQUOR	NON-DEPARTMENTAL	79.17
	11/17/17	UNREIMBURSED MEDICAL	LIQUOR	NON-DEPARTMENTAL	79.17
	11/17/17	ADMIN FEE	AIRPORT	NON-DEPARTMENTAL	0.20
	11/17/17	ADMIN FEE	AIRPORT	NON-DEPARTMENTAL	0.65
	11/17/17	CHILD CARE	AIRPORT	NON-DEPARTMENTAL	2.08
	11/17/17	UNREIMBURSED MEDICAL	AIRPORT	NON-DEPARTMENTAL	3.65
	11/17/17	UNREIMBURSED MEDICAL	AIRPORT	NON-DEPARTMENTAL	9.89
	11/17/17	ADMIN FEE	DATA PROCESSING	NON-DEPARTMENTAL	2.25
	11/17/17	ADMIN FEE	DATA PROCESSING	NON-DEPARTMENTAL	2.25
	11/17/17	UNREIMBURSED MEDICAL	DATA PROCESSING	NON-DEPARTMENTAL	84.00
	11/17/17	UNREIMBURSED MEDICAL	DATA PROCESSING	NON-DEPARTMENTAL	84.00_
				TOTAL:	7,485.24

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
VERIZON WIRELESS	11/17/17	WIRELESS PHONE SERVICE	PD TASK FORCE	BUFFALO RIDGE DRUG TAS	441.39
	11/17/17	EQUIPMENT	PD TASK FORCE	BUFFALO RIDGE DRUG TAS	2,422.52
	11/17/17	AIR CARDS	PD TASK FORCE	BUFFALO RIDGE DRUG TAS	26.02_
				TOTAL:	2,889.93
WORTHINGTON AREA UNITED WAY	11/17/17	PAYROLL WITHHOLDING	GENERAL FUND	NON-DEPARTMENTAL	18.00
	11/17/17	PAYROLL WITHHOLDING	GENERAL FUND	NON-DEPARTMENTAL	18.00
	11/17/17	PAYROLL WITHHOLDING	MEMORIAL AUDITORIUM	NON-DEPARTMENTAL	2.00
	11/17/17	PAYROLL WITHHOLDING	MEMORIAL AUDITORIUM	NON-DEPARTMENTAL	2.00_
				TOTAL:	40.00

## ===== FUND TOTALS =====

101	GENERAL FUND	76,731.67
202	MEMORIAL AUDITORIUM	1,725.24
207	PD TASK FORCE	2,889.93
229	RECREATION	6,900.36
231	ECONOMIC DEV AUTHORITY	677.54
321	PIR/TRUNKS	619.09
401	IMPROVEMENT CONST	1,722.50
601	WATER	18,388.05
602	MUNICIPAL WASTEWATER	25,486.83
604	ELECTRIC	25,594.76
605	INDUSTRIAL WASTEWATER	45.11
606	STORM WATER MANAGEMENT	5,128.59
609	LIQUOR	2,536.48
612	AIRPORT	630.25
702	DATA PROCESSING	3,067.04

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GRAND TOTAL: 172,143.44  
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VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
A H HERMEL COMPANY	11/24/17	COFFEE	GENERAL FUND	SECURITY CENTER	38.44
	11/24/17	COFFEE	GENERAL FUND	SECURITY CENTER	38.44
				TOTAL:	76.88
AMERICAN BOTTLING COMPANY	11/24/17	MIX	LIQUOR	NON-DEPARTMENTAL	100.20
				TOTAL:	100.20
AMERICAN WATER ENTERPRISES ENVMENTAL M	11/24/17	CONTRACT OPERATIONS WWTF-N	INDUSTRIAL WASTEWAT	O-PURIFY MISC	49,593.79
				TOTAL:	49,593.79
ANDERSON ALIGNMENT INC	11/24/17	#408 AC HOSE, SHRADDER VAL	GENERAL FUND	PAVED STREETS	1,222.25
	11/24/17	#408 AC HOSE, SHRADDER VAL	GENERAL FUND	PAVED STREETS	237.50
	11/24/17	#423 BATTERY	GENERAL FUND	PAVED STREETS	113.95
	11/24/17	UNIT #329 MOTOR CLUTCH REP	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	16.66
	11/24/17	UNIT #329 MOTOR CLUTCH REP	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	65.62
	11/24/17	UNIT #300 OIL CHANGE	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	64.54
	11/24/17	UNIT #300 OIL CHANGE	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	15.00
	11/24/17	UNIT #308 OIL CHANGE, DOT	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	193.43
	11/24/17	UNIT #308 OIL CHANGE, DOT	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	170.00
	11/24/17	UNIT #329 MOTOR CLUTCH REP	STORM WATER MANAGE	STORM DRAINAGE	16.66
	11/24/17	UNIT #329 MOTOR CLUTCH REP	STORM WATER MANAGE	STORM DRAINAGE	65.62
				TOTAL:	2,181.23
	ARCTIC GLACIER USA INC	11/24/17	ICE	LIQUOR	NON-DEPARTMENTAL
				TOTAL:	104.60
ARTISAN BEER COMPANY	11/24/17	BEER	LIQUOR	NON-DEPARTMENTAL	193.70
	11/24/17	BEER	LIQUOR	NON-DEPARTMENTAL	462.90
				TOTAL:	656.60
ATLANTIC COCA-COLA	11/24/17	MIX	LIQUOR	NON-DEPARTMENTAL	221.20
				TOTAL:	221.20
BAN-KOE SYSTEMS INC	11/24/17	INSPECT/TEST FIRE ALARM, S	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	962.66
				TOTAL:	962.66
BELLBOY CORP	11/24/17	LIQUOR	LIQUOR	NON-DEPARTMENTAL	126.00
	11/24/17	WINE	LIQUOR	NON-DEPARTMENTAL	600.00
	11/24/17	LIQUOR	LIQUOR	NON-DEPARTMENTAL	1,904.35
	11/24/17	WINE	LIQUOR	NON-DEPARTMENTAL	112.00
	11/24/17	MIX	LIQUOR	NON-DEPARTMENTAL	104.75
	11/24/17	LIQUOR	LIQUOR	NON-DEPARTMENTAL	52.09
	11/24/17	MIX	LIQUOR	NON-DEPARTMENTAL	503.12
	11/24/17	FREIGHT	LIQUOR	O-SOURCE MISC	2.00
	11/24/17	FREIGHT	LIQUOR	O-SOURCE MISC	48.47
	11/24/17	FREIGHT	LIQUOR	O-SOURCE MISC	40.00
	11/24/17	FREIGHT	LIQUOR	O-SOURCE MISC	6.33
				TOTAL:	3,394.93
	CALVIN BERGER	11/24/17	NEW CURB/GUTTER JOHNSON S	GENERAL FUND	PAVED STREETS
				TOTAL:	1,240.00
BEVERAGE WHOLESALERS INC	11/24/17	BEER	LIQUOR	NON-DEPARTMENTAL	16.00
	11/24/17	BEER	LIQUOR	NON-DEPARTMENTAL	5,212.80
	11/24/17	BEER	LIQUOR	NON-DEPARTMENTAL	4,215.05
	11/24/17	BEER	LIQUOR	NON-DEPARTMENTAL	3,586.93

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	11/24/17	MIX	LIQUOR	NON-DEPARTMENTAL	15.60
	11/24/17	BEER	LIQUOR	NON-DEPARTMENTAL	3,583.01
				TOTAL:	16,597.39
BHS MARKETING LLC	11/24/17	CHEMICALS	INDUSTRIAL WASTEWA	O-PURIFY MISC	8,556.84
				TOTAL:	8,556.84
BLUEGLOBES LLC	11/24/17	ELEVATED EDGE LIGHTS	AIRPORT	O-GEN MISC	210.00
	11/24/17	RUNWAY LIGHTS	AIRPORT	O-GEN MISC	251.96
				TOTAL:	461.96
THE BLUESTEM	11/24/17	WINE DINNER	LIQUOR	O-GEN MISC	1,581.75
				TOTAL:	1,581.75
BOLTON & MENK INC	11/24/17	CRAILSHEIM RD UTILITY EXTN IMPROVEMENT CONST	N CRAILSHEIM ROAD WATE		528.75
	11/24/17	CRAILSHEIM RD UTILITY EXTN IMPROVEMENT CONST	N CRAILSHEIM RD SAN.SE		528.75
	11/24/17	RUNWAY REHABILITATION	AIRPORT	PROJECT #5	1,120.00
				TOTAL:	2,177.50
BORDER STATES ELECTRIC SUPPLY	11/24/17	FR JEANS	ELECTRIC	O-DISTR MISC	148.56
	11/24/17	FR BIBS	ELECTRIC	O-DISTR MISC	229.25
	11/24/17	FR JEANS	ELECTRIC	O-DISTR MISC	252.23
				TOTAL:	630.04
BREAKTHRU BEVERAGE MINNESOTA BEER LLC	11/24/17	WINE	LIQUOR	NON-DEPARTMENTAL	168.00
	11/24/17	LIQUOR	LIQUOR	NON-DEPARTMENTAL	1,797.54
	11/24/17	MIX	LIQUOR	NON-DEPARTMENTAL	43.49
	11/24/17	LIQUOR	LIQUOR	NON-DEPARTMENTAL	46.20
	11/24/17	BEER	LIQUOR	NON-DEPARTMENTAL	130.50
	11/24/17	LIQUOR	LIQUOR	NON-DEPARTMENTAL	3,157.06
	11/24/17	MIX	LIQUOR	NON-DEPARTMENTAL	66.66
	11/24/17	WINE	LIQUOR	NON-DEPARTMENTAL	79.50
	11/24/17	FREIGHT	LIQUOR	O-SOURCE MISC	29.60
	11/24/17	FREIGHT	LIQUOR	O-SOURCE MISC	0.62
	11/24/17	FREIGHT	LIQUOR	O-SOURCE MISC	39.16
	11/24/17	FREIGHT	LIQUOR	O-SOURCE MISC	3.70
				TOTAL:	5,562.03
BREWSTER HEATING & COOLING LLC	11/24/17	MAU SYSTEM FOR NEW FILTER	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	8,900.00
				TOTAL:	8,900.00
MARK ROBERT BRODIN	11/24/17	EQUIPMENT PARTS-FULL COMPA	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	235.37
				TOTAL:	235.37
BTU INC	11/24/17	SERVICE HEATERS-MAINT HANG	AIRPORT	O-GEN MISC	172.65
				TOTAL:	172.65
MICHAEL BURNS	11/24/17	REPAIR DOOR	GENERAL FUND	PAVED STREETS	140.00
				TOTAL:	140.00
C&S CHEMICALS INC	11/24/17	4,159 GALLONS ALUM	MUNICIPAL WASTEWAT	O-PURIFY MISC	4,845.24
				TOTAL:	4,845.24
CARLOS CREEK WINERY	11/24/17	WINE	LIQUOR	NON-DEPARTMENTAL	1,116.00
				TOTAL:	1,116.00

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
CHANKASKA CREEK	11/24/17	WINE	LIQUOR	NON-DEPARTMENTAL	360.36_
				TOTAL:	360.36
COMMISSIONER OF TRANSPORTATION	11/24/17	HANGAR LOAN REPAYMENT	AIRPORT	NON-DEPARTMENTAL	920.00_
				TOTAL:	920.00
COMPUTER LODGE	11/24/17	TECHNICAL SUPPORT	GENERAL FUND	CENTER FOR ACTIVE LIVI	95.00_
				TOTAL:	95.00
COOPERATIVE ENERGY CO- ACCT # 5910807	11/24/17	HYDRAULIC OIL #408	STORM WATER MANAGE	STREET CLEANING	28.28
	11/24/17	OIL #408	STORM WATER MANAGE	STREET CLEANING	77.93
	11/24/17	DEF 2.5 GALLONS	AIRPORT	O-GEN MISC	19.50
	11/24/17	FUEL	AIRPORT	O-GEN MISC	710.69_
				TOTAL:	836.40
DACOTAH PAPER CO	11/24/17	BAGS	LIQUOR	O-GEN MISC	274.32_
				TOTAL:	274.32
DEKOTER THOLE & DAWSON PLC	11/24/17	AIRPORT AG LEASE	AIRPORT	O-GEN MISC	2,590.76_
				TOTAL:	2,590.76
DEPARTMENT OF LABOR AND INDUSTRY	11/24/17	2ND QTR BLDG PERMIT SURCHA	GENERAL FUND	NON-DEPARTMENTAL	1,835.83
	11/24/17	3 QTR BLDG PERMIT SURCHARG	GENERAL FUND	NON-DEPARTMENTAL	2,034.37_
				TOTAL:	3,870.20
DEPT OF PUBLIC SAFETY	11/24/17	BUYERS CARD	LIQUOR	O-GEN MISC	20.00_
				TOTAL:	20.00
DIAMOND VOGEL PAINT	11/24/17	PRIMER	MUNICIPAL WASTEWAT	M-PURIFY MISC	39.98_
				TOTAL:	39.98
DOLL DISTRIBUTING LLC	11/24/17	BEER	LIQUOR	NON-DEPARTMENTAL	4,542.80
	11/24/17	BEER	LIQUOR	NON-DEPARTMENTAL	184.00
	11/24/17	BEER	LIQUOR	NON-DEPARTMENTAL	3,710.85
	11/24/17	BEER	LIQUOR	NON-DEPARTMENTAL	73.85
	11/24/17	BEER	LIQUOR	NON-DEPARTMENTAL	98.00-
	11/24/17	BEER	LIQUOR	NON-DEPARTMENTAL	5,780.80
	11/24/17	BEER	LIQUOR	NON-DEPARTMENTAL	127.50
	11/24/17	MIX	LIQUOR	NON-DEPARTMENTAL	24.00
	11/24/17	BEER	LIQUOR	NON-DEPARTMENTAL	4,547.65
	11/24/17	BEER	LIQUOR	NON-DEPARTMENTAL	286.50
	11/24/17	BEER	LIQUOR	NON-DEPARTMENTAL	128.00
	11/24/17	BEER	LIQUOR	NON-DEPARTMENTAL	6,633.40_
				TOTAL:	25,941.35
DUININCK INC	11/24/17	BITUMINOUS PATCH ON 57TH S	GENERAL FUND	PAVED STREETS	3,380.00
	11/24/17	'16 BITUMINOUS OVERLAY #3	IMPROVEMENT CONST	NON-DEPARTMENTAL	2,650.56
	11/24/17	'16 BITUMINOUS OVERLAY #3	IMPROVEMENT CONST	OVERLAY PROGRAM	5,852.80
	11/24/17	BITUMINOUS PATCH ON 57TH S	IMPROVEMENT CONST	PROJ MATCHING/COMPLETE	4,000.00
	11/24/17	'17 SEWER/WATER RECON #5	WATER	NON-DEPARTMENTAL	11,742.98
	11/24/17	'17 SEWER/WATER RECON #5	WATER	PROJECT #1	8,663.20
	11/24/17	WATLAND ADDTN SAN SEW #1	MUNICIPAL WASTEWAT	NON-DEPARTMENTAL	824.13-
	11/24/17	WATLAND ADDTN SAN SEW #1	MUNICIPAL WASTEWAT	M-SOURCE MISC	16,482.58
	11/24/17	HANGAR FLOOR REPAIRS	AIRPORT	O-GEN MISC	330.22_
				TOTAL:	52,278.21

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
EARL F ANDERSEN INC- DIVISION OF SAFET	11/24/17	SIGNS	GENERAL FUND	SIGNS AND SIGNALS	143.47_
				TOTAL:	143.47
ECHO GROUP INC	11/24/17	LOBBY LIGHT BULBS	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	25.95
	11/24/17	LOBBY LIGHT BULBS	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	94.80
	11/24/17	LOBBY LIGHT BULBS	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	144.87_
				TOTAL:	265.62
EHRLERS & ASSOCIATES INC	11/24/17	MN WEST STUDENT HOUSING	GENERAL FUND	ECONOMIC DEVELOPMENT	1,703.75_
				TOTAL:	1,703.75
ESHLEMAN ARMAND	11/24/17	SW CHAPTER MEETING	GENERAL FUND	ECONOMIC DEVELOPMENT	16.22_
				TOTAL:	16.22
FASTENAL COMPANY	11/24/17	CABLE TIES	GENERAL FUND	PAVED STREETS	5.29
	11/24/17	DRILL BITS FOR WWTP	MUNICIPAL WASTEWAT	O-PURIFY MISC	78.83_
				TOTAL:	84.12
FIFE WATER SERVICES INC	11/24/17	CHEMICALS	INDUSTRIAL WASTEWA	O-PURIFY MISC	11,752.00_
				TOTAL:	11,752.00
FLAHERTY & HOOD PA	11/24/17	LABOR/EMPLOYMENT CONSULT-P	GENERAL FUND	POLICE ADMINISTRATION	1,298.50_
				TOTAL:	1,298.50
FORUM COMMUNICATIONS COMPANY	11/24/17	FIRE PREVENTION WEEK, BUS	GENERAL FUND	FIRE ADMINISTRATION	141.00
	11/24/17	OCTOBER LIQUOR ADS	LIQUOR	O-GEN MISC	307.50_
				TOTAL:	448.50
THE GLOBE	11/24/17	NEWSPAPERS	LIQUOR	NON-DEPARTMENTAL	15.36_
				TOTAL:	15.36
GRAHAM TIRE OF WORTHINGTON INC	11/24/17	COOLANT SYSTEM REPAIR #26	GENERAL FUND	POLICE ADMINISTRATION	172.25
	11/24/17	COOLANT SYSTEM REPAIR #26	GENERAL FUND	POLICE ADMINISTRATION	493.95
	11/24/17	#37 TIRES	GENERAL FUND	POLICE ADMINISTRATION	368.00
	11/24/17	#37 TIRES	GENERAL FUND	POLICE ADMINISTRATION	70.20
	11/24/17	#15-24 OIL CHANGE	GENERAL FUND	POLICE ADMINISTRATION	11.45
	11/24/17	#15-24 OIL CHANGE	GENERAL FUND	POLICE ADMINISTRATION	11.00
	11/24/17	KUBOTA TRAC	RECREATION	PARK AREAS	47.72
	11/24/17	506 FRONT TIRES	RECREATION	PARK AREAS	293.12
	11/24/17	506 FRONT TIRES	RECREATION	PARK AREAS	16.90
	11/24/17	OIL CHANGE #504	RECREATION	PARK AREAS	15.29
	11/24/17	OIL CHANGE #504	RECREATION	PARK AREAS	11.00
	11/24/17	#506 OIL CHANGE	RECREATION	PARK AREAS	15.29
	11/24/17	#506 OIL CHANGE	RECREATION	PARK AREAS	11.00
	11/24/17	NEW TIRES ON #507	RECREATION	PARK AREAS	565.54
	11/24/17	NEW TIRES ON #507	RECREATION	PARK AREAS	42.50
	11/24/17	UNIT #209 OIL CHANGE	WATER	O-DIST UNDERGRND LINES	19.29_
				TOTAL:	2,164.50
H & H INDUSTRIES INC	11/24/17	FLUORESCENT LIGHT BULBS	LIQUOR	O-GEN MISC	352.26_
				TOTAL:	352.26
HACH COMPANY	11/24/17	LAB CHEMICALS	WATER	O-PURIFY MISC	142.38
	11/24/17	LAB CHEMICALS	WATER	O-PURIFY MISC	48.70_
				TOTAL:	191.08

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
RODNEY D HARVEY	11/24/17	PARK SHOP SIGN	RECREATION	PARK AREAS	225.00_
				TOTAL:	225.00
HAWKINS INC	11/24/17	2 TONS CHLORINE	WATER	O-PURIFY	1,295.00
	11/24/17	TREATMENT CHEMICAL	WATER	O-PURIFY	7,514.60_
				TOTAL:	8,809.60
HY-VEE INC	11/24/17	FUEL	GENERAL FUND	POLICE ADMINISTRATION	32.84
	11/24/17	FUEL	GENERAL FUND	POLICE ADMINISTRATION	16.96
	11/24/17	FUEL	GENERAL FUND	POLICE ADMINISTRATION	31.60_
				TOTAL:	81.40
HY-VEE INC-61705	11/24/17	FORK LIFT FUEL	LIQUOR	O-GEN MISC	20.76
	11/24/17	FORK LIFT FUEL	LIQUOR	O-GEN MISC	16.65_
				TOTAL:	37.41
INDIAN ISLAND WINERY	11/24/17	WINE	LIQUOR	NON-DEPARTMENTAL	494.88_
				TOTAL:	494.88
INFRARED SERVICES	11/24/17	INFRARED INSPECT & ANALYSI	ELECTRIC	CUSTOMER INSTALL EXPEN	1,496.00_
				TOTAL:	1,496.00
INTEGRITY AVIATION INC	11/24/17	FBO MGMT FEE-NOVEMBER	AIRPORT	O-GEN MISC	2,116.00_
				TOTAL:	2,116.00
INTERNATIONAL CODE COUNCIL INC	11/24/17	ESHLEMAN MEMBERSHIP	GENERAL FUND	ECONOMIC DEVELOPMENT	135.00_
				TOTAL:	135.00
BENJAMIN M MATTISON	11/24/17	WINDOW CLEANING	LIQUOR	O-GEN MISC	32.06_
				TOTAL:	32.06
JERRY'S AUTO SUPPLY	11/24/17	PLUG, DEF 2.5 GALLON	GENERAL FUND	PAVED STREETS	43.43
	11/24/17	RETURNED EXTRACTOR	RECREATION	SOCCER COMPLEX	3.29-
	11/24/17	FAN BELT ON MAU MAIN BLDG	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	14.04
	11/24/17	#408 HOSE, FITTINGS	STORM WATER MANAGE	STREET CLEANING	47.62_
				TOTAL:	101.80
JOHNSON BROTHERS LIQUOR CO	11/24/17	LIQUOR	LIQUOR	NON-DEPARTMENTAL	8,495.37
	11/24/17	WINE	LIQUOR	NON-DEPARTMENTAL	3,977.49
	11/24/17	MIX	LIQUOR	NON-DEPARTMENTAL	36.00
	11/24/17	BEER	LIQUOR	NON-DEPARTMENTAL	21.99
	11/24/17	LIQUOR	LIQUOR	NON-DEPARTMENTAL	6,893.12
	11/24/17	WINE	LIQUOR	NON-DEPARTMENTAL	3,841.44
	11/24/17	BEER	LIQUOR	NON-DEPARTMENTAL	21.99
	11/24/17	WINE	LIQUOR	NON-DEPARTMENTAL	9.71-
	11/24/17	FREIGHT	LIQUOR	O-SOURCE MISC	94.64
	11/24/17	FREIGHT	LIQUOR	O-SOURCE MISC	104.71
	11/24/17	FREIGHT	LIQUOR	O-SOURCE MISC	113.23_
				TOTAL:	23,590.27
JSA SERVICES	11/24/17	OLSON RESTROOM TOWELS	RECREATION	OLSON PARK CAMPGROUND	130.53_
				TOTAL:	130.53
KARLS CARQUEST AUTO PARTS INC	11/24/17	HEADLIGHT BULBS	GENERAL FUND	POLICE ADMINISTRATION	74.80_
				TOTAL:	74.80



VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
LABOR AND INDUSTRY	11/24/17	PRESSURE VESSELS-WWTP	MUNICIPAL WASTEWAT	O-PURIFY MISC	30.00_
				TOTAL:	30.00
LAMPERTS YARDS INC-2600013	11/24/17	LUMBER FOR SHELVING-STORM	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	91.37
	11/24/17	LUMBER SHELVING STORM LIFT	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	16.98_
				TOTAL:	108.35
LAMPERTS YARDS INC-2602004	11/24/17	LUMBER FOR TRICKLING FILTE	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	32.43_
				TOTAL:	32.43
LARSON CRANE SERVICE INC	11/24/17	'15 CSAH 35 WATER EXTNS #4	IMPROVEMENT CONST	NON-DEPARTMENTAL	2,453.63
	11/24/17	'17 LAKE ST SIDEWALK #2	IMPROVEMENT CONST	NON-DEPARTMENTAL	165.40-
	11/24/17	'17 LAKE ST SIDEWALK #2	IMPROVEMENT CONST	LAKE ST-3RD TO 6TH TRAI	3,308.00
	11/24/17	'15 CSAH 35 WATER EXTNS #4	IMPROVEMENT CONST	CSAH35-CSAH5 TO 1400 E	180.00
	11/24/17	'17 6TH AVE STORM WORK #2	STORM WATER MANAGE	NON-DEPARTMENTAL	349.11_
				TOTAL:	6,125.34
LONG BRANCH SALOON	11/24/17	2017 MAYOR'S BRUNCH	GENERAL FUND	MAYOR AND COUNCIL	1,654.27_
				TOTAL:	1,654.27
MALTERS SHEPHERD & VON HOLTUM	11/24/17	LEGAL FEES	GENERAL FUND	CITY ATTORNEY	2,712.50
	11/24/17	LEGAL FEES	GENERAL FUND	CITY ATTORNEY	262.50
	11/24/17	LEGAL FEES	GENERAL FUND	CITY ATTORNEY	35.00
	11/24/17	LEGAL FEES	GENERAL FUND	CITY ATTORNEY	61.25
	11/24/17	LEGAL FEES	GENERAL FUND	CITY ATTORNEY	201.25
	11/24/17	LEGAL FEES	GENERAL FUND	CODE ENFORCEMENT	175.00_
				TOTAL:	3,447.50
MARTHALER CDJR	11/24/17	#42 OIL CHANGE, REPAIR MAN	GENERAL FUND	POLICE ADMINISTRATION	328.89
	11/24/17	#42 OIL CHANGE, REPAIR MAN	GENERAL FUND	POLICE ADMINISTRATION	203.03_
				TOTAL:	531.92
MARTHALER FORD OF WORTHINGTON	11/24/17	#14-27 RECALL WORK, , REPA	GENERAL FUND	POLICE ADMINISTRATION	332.20
	11/24/17	#14-27 RECALL WORK, , REPA	GENERAL FUND	POLICE ADMINISTRATION	101.00
	11/24/17	#15-24 ROTORS/BRAKES	GENERAL FUND	POLICE ADMINISTRATION	431.47
	11/24/17	#15-24 ROTORS/BRAKES	GENERAL FUND	POLICE ADMINISTRATION	180.00_
				TOTAL:	1,044.67
MEDIACOM	11/24/17	HIGH SPEED INTERNET	GENERAL FUND	PAVED STREETS	76.95_
				TOTAL:	76.95
METERING & TECHNOLOGY SOLUTIONS	11/24/17	METERING REPAIR SUPPLIES	WATER	M-DISTR METERS	337.50_
				TOTAL:	337.50
MIDWEST ENGINEERING	11/24/17	I-90 CROSSING, IND SS REPL	INDUSTRIAL WASTEWA	PROJECT #3	11,115.00_
				TOTAL:	11,115.00
MIDWESTERN MECHANICAL INC	11/24/17	SEWAGE EJECTOR AT YMCA	AQUATIC CENTER FAC	AQUATIC CENTER FACILIT	7,106.53_
				TOTAL:	7,106.53
MINNESOTA DEPARTMENT OF HEALTH	11/24/17	OLSON PARK LICENSE RENEWAL	RECREATION	OLSON PARK CAMPGROUND	570.00
	11/24/17	COMMUNITY WATER SUPPLY SER	WATER	O-DISTR METERS	6,461.00_
				TOTAL:	7,031.00
MINNESOTA ENERGY RESOURCES CORP	11/24/17	GAS SERVICE	RECREATION	PARK AREAS	67.55_
				TOTAL:	67.55

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
MINNESOTA VALLEY TESTING LABS INC	11/24/17	4TH QTR MERCURY TESTING	MUNICIPAL WASTEWAT	O-PURIFY LABORATORY	378.00
	11/24/17	NOVEMBER SALTY DISCHARGE T	MUNICIPAL WASTEWAT	O-PURIFY LABORATORY	143.10
	11/24/17	BIOSOLIDS #2-#8 ANALYSIS	MUNICIPAL WASTEWAT	O-PURIFY MISC	1,163.25_
				TOTAL:	1,684.35
MISCELLANEOUS V AUR HOMES LLC	11/24/17	REFUND OF DEPOSITS-ACCTS F ELECTRIC		NON-DEPARTMENTAL	87.80
AUR HOMES LLC	11/24/17	REFUND OF DEPOSITS-ACCTS F ELECTRIC		ACCTS-RECORDS & COLLEC	0.68
DAFOE CRYSTAL & DALE	11/24/17	REFUND OF DEPOSITS-ACCTS F ELECTRIC		NON-DEPARTMENTAL	52.58
DAFOE CRYSTAL & DALE	11/24/17	REFUND OF DEPOSITS-ACCTS F ELECTRIC		ACCTS-RECORDS & COLLEC	0.85
GEBREYESUS HELEN H	11/24/17	REFUND OF DEPOSITS-ACCTS F ELECTRIC		NON-DEPARTMENTAL	53.59
GEBREYESUS HELEN H	11/24/17	REFUND OF DEPOSITS-ACCTS F ELECTRIC		ACCTS-RECORDS & COLLEC	0.51
MISSOURI RIVER ENERGY	11/24/17	REFUND OF REBATES	ELECTRIC	CUSTOMER INSTALL EXPEN	112.41
NOBLES COUNTY	11/24/17	LIGHTING RETROFIT	ELECTRIC	CUSTOMER INSTALL EXPEN	360.00
RACOM	11/24/17	LIGHTING EFFECIENCY REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	240.00
WORTHINGTON TRAVEL PLA	11/24/17	LIGHTING EFFICIENCY REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	1,281.00_
				TOTAL:	2,189.42
MN DEPT TRANSPORTATION	11/24/17	MATERIAL TESTING & INSPECT IMPROVEMENT CONST		NORTH MICMILLAN RECONS	107.09
	11/24/17	MATERIAL TESTING & INSPECT IMPROVEMENT CONST		2017 DIAGONAL RD OVERL	2,754.06
	11/24/17	MATERIAL TESTING & INSPECT IMPROVEMENT CONST		HUMISTON AVE & 5TH AVE	962.40_
				TOTAL:	3,823.55
MSCIC	11/24/17	TRAINING CONFERENCE	PD TASK FORCE	BUFFALO RIDGE DRUG TAS	500.00_
				TOTAL:	500.00
MURRAY COUNTY SHERIFFS OFFICE	11/24/17	3RD QTR REIMBURSEMENT	PD TASK FORCE	BUFFALO RIDGE DRUG TAS	11,500.00_
				TOTAL:	11,500.00
NAGELL APPRAISAL & CONSULTING	11/24/17	2ND AVE APPRAISAL	GENERAL FUND	ECONOMIC DEVELOPMENT	1,800.00
	11/24/17	VACANT LAND APPRAISAL	GENERAL FUND	ECONOMIC DEVELOPMENT	1,000.00_
				TOTAL:	2,800.00
NCL OF WISCONSIN INC	11/24/17	LAB SUPPLIES	MUNICIPAL WASTEWAT	O-PURIFY LABORATORY	160.78_
				TOTAL:	160.78
NICOLE R KEMPEMA	11/24/17	CLEANING-JEFF DAYTON	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	74.81
	11/24/17	CLEANING 11/11, 11/18 CARA	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	127.18_
				TOTAL:	201.99
NOBLES COOPERATIVE ELECTRIC	11/24/17	ELECTRIC SERVICE	GENERAL FUND	SECURITY CENTER	7.97
	11/24/17	ELECTRIC SERVICE	GENERAL FUND	SECURITY CENTER	7.96
	11/24/17	ELECTRIC SERVICE	RECREATION	GOLF COURSE-GREEN	18.02
	11/24/17	ELECTRIC SERVICE	WATER	O-PUMPING	15.00
	11/24/17	ELECTRIC SERVICE	WATER	O-PUMPING	15.00
	11/24/17	ELECTRIC SERVICE	AIRPORT	O-GEN MISC	39.44_
				TOTAL:	103.39
NOBLES COUNTY	11/24/17	ANNUAL MAINTENANCE VPN/FOB	GENERAL FUND	POLICE ADMINISTRATION	6,300.00
	11/24/17	ANNUAL MAINTENANCE-VPN/FOB	GENERAL FUND	POLICE ADMINISTRATION	1,200.00_
				TOTAL:	7,500.00
NOBLES COUNTY AUDITOR/TREASURER	11/24/17	LEASE PAYMENT UTILITIES	WATER	O-DISTR RENTS	150.57
	11/24/17	LEASE PAYMENT UTILITIES	WATER	ADMIN RENT	301.13
	11/24/17	LEASE PAYMENT UTILITIES	MUNICIPAL WASTEWAT	O-PURIFY MISC	120.45
	11/24/17	LEASE PAYMENT UTILITIES	MUNICIPAL WASTEWAT	ADMIN RENT	240.91
	11/24/17	LEASE PAYMENT UTILITIES	ELECTRIC	O-DISTR RENTS	722.72

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
	11/24/17	LEASE PAYMENT UTILITIES	ELECTRIC	ADMIN RENT	1,475.55_
				TOTAL:	3,011.33
NOBLES COUNTY SHERIFF	11/24/17	3RD QTR REIMBURSEMENT	PD TASK FORCE	BUFFALO RIDGE DRUG TAS	11,500.00_
				TOTAL:	11,500.00
NOMAD LIMITED PARTNERSHIP	11/24/17	IND WW SEWER I-90 CROSSING INDUSTRIAL WASTEWA	NON-DEPARTMENTAL		16,805.40
	11/24/17	IND WW SEWER I-90 CROSSING INDUSTRIAL WASTEWA PROJECT #3			36,572.02_
				TOTAL:	53,377.42
ODELL RODNEY	11/24/17	REIMBURSE MEETING TRAVEL	GENERAL FUND	ECONOMIC DEVELOPMENT	19.11_
				TOTAL:	19.11
ONE OFFICE SOURCE	11/24/17	INSERTS	GENERAL FUND	ACCOUNTING	11.40
	11/24/17	PAPER	GENERAL FUND	AUDITS AND BUDGETS	4.60
	11/24/17	PENS	GENERAL FUND	ENGINEERING ADMIN	19.45
	11/24/17	FILES	GENERAL FUND	ENGINEERING ADMIN	4.62
	11/24/17	FILES	GENERAL FUND	ECONOMIC DEVELOPMENT	4.62
	11/24/17	TOWELS, KLEENEX	GENERAL FUND	GENERAL GOVT BUILDINGS	76.65
	11/24/17	FILE JACKETS, LEGAL PADS	GENERAL FUND	SECURITY CENTER	34.33
	11/24/17	FILE JACKETS, LEGAL PADS	GENERAL FUND	SECURITY CENTER	34.33
	11/24/17	MAILER RETURNED	GENERAL FUND	SECURITY CENTER	9.60-
	11/24/17	MAILER RETURNED	GENERAL FUND	SECURITY CENTER	9.60-
	11/24/17	PRINTER CARTRIDGES, PRINTE	GENERAL FUND	FIRE ADMINISTRATION	484.01
	11/24/17	GARBAGE BAGS	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	70.40
	11/24/17	LABEL MAKER TAPE	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	14.84
	11/24/17	BLACK INK FOR STAMPER	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	15.03
	11/24/17	PAPER	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	39.45
	11/24/17	TOWELS	ECONOMIC DEV AUTHO	TRAINING/TESTING CENTE	45.99
	11/24/17	CARTRIDGE	DATA PROCESSING	DATA PROCESSING	105.24_
				TOTAL:	945.76
PAUSTIS & SONS	11/24/17	WINE	LIQUOR	NON-DEPARTMENTAL	2,333.00
	11/24/17	BEER	LIQUOR	NON-DEPARTMENTAL	40.00
	11/24/17	FREIGHT	LIQUOR	O-SOURCE MISC	28.75_
				TOTAL:	2,401.75
PEPSI COLA BOTTLING CO	11/24/17	MIX	LIQUOR	NON-DEPARTMENTAL	83.90
	11/24/17	MIX	LIQUOR	NON-DEPARTMENTAL	44.85_
				TOTAL:	128.75
PHILLIPS WINE & SPIRITS INC	11/24/17	LIQUOR	LIQUOR	NON-DEPARTMENTAL	8,955.04
	11/24/17	WINE	LIQUOR	NON-DEPARTMENTAL	1,134.30
	11/24/17	LIQUOR	LIQUOR	NON-DEPARTMENTAL	9,195.29
	11/24/17	WINE	LIQUOR	NON-DEPARTMENTAL	807.87
	11/24/17	WINE	LIQUOR	NON-DEPARTMENTAL	126.00-
	11/24/17	WINE	LIQUOR	NON-DEPARTMENTAL	36.00-
	11/24/17	WINE	LIQUOR	NON-DEPARTMENTAL	40.00-
	11/24/17	WINE	LIQUOR	NON-DEPARTMENTAL	96.00-
	11/24/17	FREIGHT	LIQUOR	O-SOURCE MISC	160.79
	11/24/17	FREIGHT	LIQUOR	O-SOURCE MISC	54.50
	11/24/17	FREIGHT	LIQUOR	O-SOURCE MISC	150.46
	11/24/17	FREIGHT	LIQUOR	O-SOURCE MISC	23.66
	11/24/17	FREIGHT	LIQUOR	O-SOURCE MISC	1.69-
	11/24/17	FREIGHT	LIQUOR	O-SOURCE MISC	1.69-
	11/24/17	FREIGHT	LIQUOR	O-SOURCE MISC	1.69-

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
				TOTAL:	20,178.84
PIPESTONE COUNTY SHERIFF OFFICE	11/24/17	3RD QTR REIMBURSEMENT	PD TASK FORCE	BUFFALO RIDGE DRUG TAS	11,500.00_
				TOTAL:	11,500.00
PROSTEAM CLEANING INC	11/24/17	CARPET CLEANING	LIQUOR	O-GEN MISC	1,257.49_
				TOTAL:	1,257.49
PRACOM CORP	11/24/17	MAINTENANCE CONTRACT	GENERAL FUND	POLICE ADMINISTRATION	486.16
	11/24/17	SPEAKER MIC	GENERAL FUND	POLICE ADMINISTRATION	150.00
	11/24/17	NEW PAGERS	GENERAL FUND	FIRE ADMINISTRATION	12,510.40_
				TOTAL:	13,146.56
RADIO WORKS LLC	11/24/17	KEYS TO CLAM SHACK ADS	LIQUOR	O-GEN MISC	500.00_
				TOTAL:	500.00
RAY O'HERRON CO INC	11/24/17	FLUORESCENT INVS KIT, POWD	GENERAL FUND	POLICE ADMINISTRATION	176.40_
				TOTAL:	176.40
RESERVE ACCOUNT-ACCOUNT#30233498	11/24/17	POSTAGE BY PHONE	WATER	ADMIN OFFICE SUPPLIES	150.00
	11/24/17	POSTAGE BY PHONE	WATER	ACCTS-RECORDS & COLLEC	1,350.00
	11/24/17	POSTAGE BY PHONE	MUNICIPAL WASTEWAT	ADMIN OFFICE SUPPLIES	150.00
	11/24/17	POSTAGE BY PHONE	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	1,350.00
	11/24/17	POSTAGE BY PHONE	ELECTRIC	ADMIN OFFICE SUPPLIES	300.00
	11/24/17	POSTAGE BY PHONE	ELECTRIC	ACCTS-RECORDS & COLLEC	2,700.00_
				TOTAL:	6,000.00
ROBINSON STEVE	11/24/17	REIMBURSE MILEAGE 8/28-11/	GENERAL FUND	ADMINISTRATION	600.81_
				TOTAL:	600.81
ROUND LAKE VINEYARDS & WINERY LLC	11/24/17	WINE	LIQUOR	NON-DEPARTMENTAL	958.80
	11/24/17	WINE	LIQUOR	NON-DEPARTMENTAL	180.00_
				TOTAL:	1,138.80
RUNNINGS SUPPLY INC-ACCT#9502440	11/24/17	TOOLS	WATER	O-DIST UNDERGRND LINES	201.36
	11/24/17	SOFTENER SALT	MUNICIPAL WASTEWAT	O-PURIFY MISC	28.74
	11/24/17	8" SHELF BRACKETS	MUNICIPAL WASTEWAT	O-PURIFY MISC	5.56
	11/24/17	SMALL TOOLS	MUNICIPAL WASTEWAT	O-PURIFY MISC	66.88
	11/24/17	SNOW SHOVEL	MUNICIPAL WASTEWAT	O-PURIFY MISC	9.99
	11/24/17	BATTERIES-LIFT STATION, CH	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	54.97
	11/24/17	PAINT BRUSHES, THINNER	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	25.95_
				TOTAL:	393.45
RUNNINGS SUPPLY INC-ACCT#9502485	11/24/17	HI-VIS JACKETS	GENERAL FUND	FIRE ADMINISTRATION	187.97
	11/24/17	BATTERIES	GENERAL FUND	FIRE ADMINISTRATION	47.96
	11/24/17	BOLTS, NUTS, SCREWS	RECREATION	SOCCER COMPLEX	1.28
	11/24/17	HI-VIS JACKET	RECREATION	PARK AREAS	63.99
	11/24/17	OLSON PARK PAINTERS TAPE	RECREATION	OLSON PARK CAMPGROUND	5.58
	11/24/17	ICE MELT	ECONOMIC DEV AUTHO	TRAINING/TESTING CENTE	17.37_
				TOTAL:	324.15
SCHWALBACH #4465	11/24/17	FLAG, TRASH BAGS	GENERAL FUND	FIRE ADMINISTRATION	41.98_
				TOTAL:	41.98
SCHWALBACH ACE HARDWARE-5930	11/24/17	EMPTY PAINT CANS-TRAIN DOG	GENERAL FUND	POLICE ADMINISTRATION	14.94
	11/24/17	EXTENSION CORDS	GENERAL FUND	MISC SPECIAL DAYS/EVEN	11.78

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	11/24/17	ANTI-SLIP TAPE, SPRAY PAINT	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	12.36
	11/24/17	8" CARDS	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	10.49
	11/24/17	AIR FILTERS, NUTSETTER SET	ECONOMIC DEV AUTHO	TRAINING/TESTING CENTE	36.95
	11/24/17	AIR FILTERS	ECONOMIC DEV AUTHO	TRAINING/TESTING CENTE	59.92
	11/24/17	HVAC PARTS	ECONOMIC DEV AUTHO	TRAINING/TESTING CENTE	67.00
		TOTAL:			213.44
SCHWALBACH ACE #6067	11/24/17	WD-40	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	8.98
	11/24/17	BLACK SPRAY PAINT	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	13.98
	11/24/17	PACKAGING TAPE	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	7.99
	11/24/17	LIGHT BULBS	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	13.47
		TOTAL:			44.42
SHINE BROS CORP OF MN	11/24/17	BACKSTAGE RAMP REPAIRS	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	56.42
	11/24/17	CATCH BASIN REPAIRS	STORM WATER MANAGE	STORM DRAINAGE	42.95
		TOTAL:			99.37
SHORT ELLIOTT HENDRICKSON INC	11/24/17	MCMILLAN ST/RYAN'S RD	IMPROVEMENT CONST	NORTH MICMILLAN RECONS	20,209.76
		TOTAL:			20,209.76
SOUTHERN GLAZER'S OF MN	11/24/17	LIQUOR	LIQUOR	NON-DEPARTMENTAL	962.27
	11/24/17	WINE	LIQUOR	NON-DEPARTMENTAL	64.00
	11/24/17	LIQUOR	LIQUOR	NON-DEPARTMENTAL	2,296.82
	11/24/17	WINE	LIQUOR	NON-DEPARTMENTAL	56.28
	11/24/17	LIQUOR	LIQUOR	NON-DEPARTMENTAL	315.00
	11/24/17	WINE	LIQUOR	NON-DEPARTMENTAL	150.00
	11/24/17	FREIGHT	LIQUOR	O-SOURCE MISC	9.40
	11/24/17	FREIGHT	LIQUOR	O-SOURCE MISC	17.30
	11/24/17	FREIGHT	LIQUOR	O-SOURCE MISC	1.85
	11/24/17	FREIGHT	LIQUOR	O-SOURCE MISC	33.58
	11/24/17	FREIGHT	LIQUOR	O-SOURCE MISC	2.31
	11/24/17	FREIGHT	LIQUOR	O-SOURCE MISC	2.47
		TOTAL:			3,611.28
SOUTHWEST REGIONAL DEVELOPMENT COMM	11/24/17	OCTOBER ZONING CODE CONTRA	GENERAL FUND	ECONOMIC DEVELOPMENT	6,747.56
		TOTAL:			6,747.56
TRENTON STOYKE	11/24/17	MATS	GENERAL FUND	GENERAL GOVT BUILDINGS	56.80
		TOTAL:			56.80
THOMSON REUTERS - WEST	11/24/17	OCTOBER CLEAR	GENERAL FUND	SECURITY CENTER	107.50
	11/24/17	OCTOBER CLEAR	GENERAL FUND	SECURITY CENTER	107.49
		TOTAL:			214.99
TRI-STATE RENTAL CENTER	11/24/17	LIFT RENTAL-CHANGE LOBBY L	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	105.00
		TOTAL:			105.00
TSP INC	11/24/17	LIQUOR STORE DESIGN	LIQUOR	O-GEN MISC	5,966.59
		TOTAL:			5,966.59
VAST BROADBAND	11/24/17	BAC-AUDIO/VISUAL	ECONOMIC DEV AUTHO	TRAINING/TESTING CENTE	79.68
		TOTAL:			79.68
VEEN NANCY	11/24/17	PSAP COOP PLANNING MEETING	GENERAL FUND	SECURITY CENTER	117.04
	11/24/17	PSAP COOP PLANNING MEETING	GENERAL FUND	SECURITY CENTER	117.05
		TOTAL:			234.09

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
VINOCOPIA INC	11/24/17	LIQUOR	LIQUOR	NON-DEPARTMENTAL	525.00
	11/24/17	WINE	LIQUOR	NON-DEPARTMENTAL	657.00
	11/24/17	FREIGHT	LIQUOR	O-SOURCE MISC	48.00_
				TOTAL:	1,230.00
WATCHGUARD VIDEO	11/24/17	EXTENSION CABLE	GENERAL FUND	POLICE ADMINISTRATION	60.00_
				TOTAL:	60.00
WINE MERCHANTS	11/24/17	WINE	LIQUOR	NON-DEPARTMENTAL	864.00
	11/24/17	FREIGHT	LIQUOR	O-SOURCE MISC	11.83_
				TOTAL:	875.83
WORTHINGTON AUTO SUPPLY	11/24/17	HALOGEN BULBS	GENERAL FUND	POLICE ADMINISTRATION	19.80_
				TOTAL:	19.80
WORTHINGTON CABLE 3 TV PUBLIC ACCESS	11/24/17	FRANCHISE FEE-MEDIACOM-OCT	CABLE TELEVISION	CABLE	4,045.33_
				TOTAL:	4,045.33
WORTHINGTON FOOTWEAR	11/24/17	BOOTS	RECREATION	PARK AREAS	124.80
	11/24/17	STEEL TOED BOOTS	MUNICIPAL WASTEWAT	O-PURIFY MISC	204.00_
				TOTAL:	328.80
WORTHINGTON PRINTING CO INC	11/24/17	PADS OF 25	GENERAL FUND	FIRE ADMINISTRATION	189.95
	11/24/17	UTILITY BILLS	WATER	ACCTS-RECORDS & COLLEC	719.80
	11/24/17	UTILITY BILLS	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	719.79
	11/24/17	UTILITY BILLS	ELECTRIC	ACCTS-RECORDS & COLLEC	1,439.59_
				TOTAL:	3,069.13
WORTHINGTON REGIONAL ECON DEV CORP	11/24/17	2 OF 3 FOR 4TH QTR	ECONOMIC DEV AUTHO	MISC INDUSTRIAL DEVELO	7,166.67_
				TOTAL:	7,166.67
WORTHINGTON SPORTS CENTER INC	11/24/17	PORTABLE GENERATORS	GENERAL FUND	PAVED STREETS	799.00_
				TOTAL:	799.00
YMCA	11/24/17	2017 CONTRACT PAYMENT	RECREATION	RECREATION PROGRAMS	4,100.00_
				TOTAL:	4,100.00

VENDOR SORT KEY

DATE   DESCRIPTION

FUND

DEPARTMENT

AMOUNT\_

## ===== FUND TOTALS =====

101	GENERAL FUND	55,441.24
202	MEMORIAL AUDITORIUM	1,989.63
207	PD TASK FORCE	35,000.00
229	RECREATION	6,321.82
231	ECONOMIC DEV AUTHORITY	7,473.58
401	IMPROVEMENT CONST	43,370.40
431	AQUATIC CENTER FACILITY	7,106.53
601	WATER	39,127.51
602	MUNICIPAL WASTEWATER	35,099.36
604	ELECTRIC	10,953.32
605	INDUSTRIAL WASTEWATER	134,395.05
606	STORM WATER MANAGEMENT	628.17
609	LIQUOR	118,049.80
612	AIRPORT	8,481.22
702	DATA PROCESSING	105.24
872	CABLE TELEVISION	4,045.33

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GRAND TOTAL:            507,588.20  
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