

WORTHINGTON CITY COUNCIL

AGENDA

7:00 P.M. - Monday, November 26, 2018

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, 2018
2. MINUTES OF BOARDS AND COMMISSIONS (PINK)
 - a. Law Enforcement Center Joint Powers Board Minutes of November 15, 2018
 - b. Heron Lake Watershed Board Minutes of September 18, 2018
 - c. City of Worthington Board of Canvass Minutes of November 9, 2018
 - d. Water & Light Commission Minutes of November 19, 2018
3. FINANCIAL STATEMENTS (LAVENDER)
 - a. Municipal Liquor Store Income Statement for the Period January 1, 2018 through October 31, 2018
4. a. CITY COUNCIL BUSINESS - ADMINISTRATION (WHITE)

Case Item(s)

 1. Application for Exemption from Lawful Gambling - Minnesota West Foundation
5. 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. Third Reading Proposed Ordinance to Vacate Platted Utility Easements and Public Drainage and Utility Easements in Merck Addition
2. Third Reading Proposed Ordinance to Amend the Storm Water Utility Rate
3. Third Reading Proposed Ordinance to Amend Planning Commission Voting Requirements for Comprehensive Plan Adoption or Amendment
4. Minnesota Energy Resources Corporation Lease Agreement

F. CITY COUNCIL BUSINESS - PUBLIC SAFETY (TAN)

Case Items

1. Acceptance of Program Funds
2. Consideration of CSO/Animal Control Position Guidelines

G. CITY COUNCIL BUSINESS - PUBLIC WORKS (GREEN)

Case Items

1. Splash Pad Change Order No. 2
2. 2019 Hangar Lease Rates
3. Authorization to Advertise for Bids for New Public Works Building

H. CITY COUNCIL BUSINESS - ENGINEERING (BLUE)

Case Items

1. Proposed 2019 Sewer Service Charges

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

Case Items

1. Approve Plans and Authorize Advertisement for Bids for Hotel Thompson Re-Roofing Project

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, 2018**

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: Mcnay Nkashama.

Staff present: Steve Robinson, City Administrator; Brian Kolander, Finance Director; Dwayne Haffield, Director of Engineering; Jason Brisson, Director of Community Development, Planning, Zoning and Building Services; Janice Oberloh, City Clerk.

Others present: Brent Droll; Benjamin Weber; Alyssa Sobotka, The Globe; Chris Mickelson, Ehlers and Associates.

The Pledge of Allegiance was recited.

HONORARY COUNCIL MEMBER

Mayor Kuhle introduced Mcnay Nkashama as the Honorary Council Member for the months of October, November and December 2018.

AGENDA CLOSED / APPROVED

Council Member Oberloh requested that item G.1. *Conditional Use Permit - Forbidden Barrel Brewing LLC* be moved up on the agenda to just before Administration business to accommodate the applicant, who was at the meeting.

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

CONSENT AGENDA APPROVED

Staff noted an error in the City Council Minutes of the Special Meeting October 30, 2018 - page 2, under *2019 Budget / Final Certification Recommendation* where the final levy certification recommendation was stated as 5.13% in the second incident - the correct number should be 6.13%.

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

- City Council Minutes of Regular Meeting October 22, 2018 and Special Meeting October 30, 2018
- Minutes of Boards and Commissions - Water and Light Commission Minutes of October 15, 2018; Worthington Housing and Redevelopment Authority Board Minutes of September 25, 2018; Public Arts Commission Minutes of September 20, 2018; Planning Commission / Board of Appeals Minutes of November 5, 2018

- Application for Exemption from Lawful Gambling Permit - Hospice Cottage, Inc.
- Application for Parade Permit / to Block Street(s) - EFCW 663 / St. Mary's Church
- Burning Permit Application - Minnesota West Community and Technical College
- Audit Engagement Letter for 2018 year-end audit services
- Bills payable and totaling \$1,751,368.95 be ordered paid

CONDITIONAL USE PERMIT APPROVED - FORBIDDEN BARREL BREWING, LLC.

Jason Brisson, Director of Community Development, Planning, Zoning and Building Services, said an application for a Conditional Use Permit was submitted by Forbidden Barrel Brewing, LLC., to operate a brewpub at 900 Third Avenue on property owned by WIN LLC. A brewpub is a permitted use in the "B-2" - Central Business District, which is the zoning designation of the subject property, with a conditional use permit. The legal description of the subject property is:

Lots 18 and 19 and the southwest half of the alley between Lots 17 and 18, Block 8,
Plat of Worthington, Nobles County, Minnesota.

The Planning Commission considered the request at their November 5, 2018 meeting, and after holding a public hearing, voted unanimously to recommend Council approval of the permit, subject to the following condition:

1. The Applicant maintains an exterior trash enclosure as required by City Code for any trash areas associated with the business.

Mr. Brisson said two people appeared at the public hearing - the first from Helping Hands Pregnancy Center who was neither for or against the project, but just wanted additional information. The second thought it would be a great business for that location. Brent Droll, owner of Forbidden Barrel Brewing, LLC. was present at the meeting to discuss the proposal with Council.

The motion was made by Council Member Cummings, seconded by Council Member Janssen and, with Council Member Oberloh abstaining from the vote as a member of WIN, LLC, was unanimously carried to approve the Conditional Use Permit for Forbidden Barrel Brewing, LLC. subject to the condition as stated.

**THIRD READING AND ORDINANCE NO. 1125 ADOPTED AMENDING
WORTHINGTON CITY CODE TITLE XV, CHAPTER 155.186 TO ADD SECTION E,
"SPECIFIC DEVELOPMENT STANDARDS"**

Pursuant to published notice, this was the time and date set for the third reading of a proposed ordinance amending Worthington City Code, Title XV, Chapter 155.186 to Add Section E, "Specific Development Standards" as follows:

Title XV, Chapter 155.186, Section E of the Worthington City Code is hereby amended to add Section E which shall read as follows:

(E) Specific development standards. Permitted and conditional uses identified in Appendix J: Specific Development Standards shall be subject to the specific development standards listed in Appendix J.

The motion was made by Council Member Ernst, seconded by Council Member Harmon and unanimously carried to give a third reading to, and subsequently adopt the following ordinance:

ORDINANCE NO.1125

AN ORDINANCE TO AMEND WORTHINGTON CITY CODE TITLE XV, CHAPTER 155.186 TO ADD SECTION E, "SPECIFIC DEVELOPMENT STANDARDS"

(Refer to Ordinance File for complete copy of Ordinance)

THIRD READING AND ORDINANCE NO. 1126 ADOPTED AMENDING WORTHINGTON CITY CODE TITLE XV, CHAPTER 155, TO ADD APPENDIX J, "SPECIFIC DEVELOPMENT STANDARDS"

Pursuant to published notice, this was the time and date set for the third reading of a proposed ordinance amending Title XV, Chapter 155 of the Worthington City Code as follows:

Section I.

Title XV, Chapter 155 of the Worthington City Code is hereby amended to add Appendix J: Specific Development Standards

The motion was made by Council Member Oberloh, seconded by Council Member Cummings and unanimously carried to give a third reading to, and subsequently adopt the following ordinance:

ORDINANCE NO. 1126

AN ORDINANCE TO AMEND WORTHINGTON CITY CODE TITLE XV, CHAPTER 155, TO ADD APPENDIX J, "SPECIFIC DEVELOPMENT STANDARDS"

(Refer to Ordinance File for complete copy of Ordinance)

SECOND READING PROPOSED ORDINANCE TO VACATE PLATTED UTILITY EASEMENTS AND PUBLIC DRAINAGE AND UTILITY EASEMENTS IN MERCK

ADDITION

Pursuant to published notice, this was the time and date set for the second reading of a proposed ordinance that would vacate various platted utility easements and public drainage and utility easements in Merck addition as follows:

Section I.

An ordinance vacating all those portions of the public utility easements and the public drainage and utility easements dedicated in the plat of Merck Addition, City of Worthington, Nobles County, Minnesota, lying southeast of a line 20.00 feet southeast of and parallel to the northwesterly line of Block 1, of said Merck Addition.

Section II.

An ordinance vacating all those portions of the public utility easements and the public drainage and utility easements dedicated in the plat of Oxford Addition, City of Worthington, Nobles County, Minnesota, lying southeast of a line 20.00 feet southeast of and parallel to the northwesterly line of Block 1, Merck Addition, City of Worthington, Nobles County, Minnesota.

Adoption of the ordinance will accommodate the development of the site to the single campus facility that it has become, but should be subject to completion of additional manholes that need to be added as discussed at the October 22, 2018 meeting.

The motion was made by Council Member Ernst, seconded by Council Member Harmon and unanimously carried to give a second reading to the proposed ordinance.

SECOND READING PROPOSED ORDINANCE TO AMEND THE STORM WATER UTILITY RATE

Pursuant to published notice, this was the time and date set for the second reading of a proposed ordinance that would amend Worthington City Code, Title V, Chapter 54.04 (C) regarding storm water utility rates as follows:

(C) The annual fee per acre for residential is \$276.00

The increase is based on the 2019 Storm Water Utility Fund operating budget that was approved by Council at their October 17, 2018 special meeting, which requires \$659,613 in utility operation revenue, or \$25,885 more than the 2018 budget. This is a 4.55% increase in the storm water utility rate over the current annual residential rate of \$264.00 per acre.

The motion was made by Council Member Cummings, seconded by Council Member Ernst and unanimously carried to give a second reading to the proposed ordinance.

SECOND READING PROPOSED ORDINANCE TO AMEND PLANNING COMMISSION VOTING REQUIREMENTS FOR COMPREHENSIVE PLAN ADOPTION OR AMENDMENT

Pursuant to published notice, this was the time and date set for the second reading of a proposed ordinance that would amend Section 151.03 of the Worthington City Code - Planning Commission voting requirements for comprehensive plan adoption or amendment as follows:

The adoption of the plan or of any section or amendment thereof shall be by resolution of the Commission, approved by the affirmative votes of not less than five-sevenths of those members present and voting but not less than four votes in any case.

The motion was made by Council Member Janssen, seconded by Council Member Cummings and unanimously carried to give a second reading to the proposed ordinance.

RESOLUTION NO. 2018-11-01 ADOPTED AUTHORIZING ISSUANCE AND AWARDED SALE OF \$1,140,000 GENERAL OBLIGATION STORM WATER BONDS, SERIES 2018A

At their October 8, 2018 regular meeting, Council adopted a resolution providing for the sale of \$1,140,000 General Obligation Storm Water Bonds, Series 2018A. The net proceeds of the bonds are to be used to help finance the County Ditch 12 Flood Mitigation project. Bids were received at 12:00 Noon on Friday, November 9, 2018.

Chris Mickelson, from Ehlers and Associates - Financial Advisors for the City of Worthington, was present at the meeting and provided a Sale Day Report to Council. While bids had been solicited from three local banks only one bid was received, which was from the First State Bank Southwest as follows:

Principal Amount:	\$1,140,000
True Interest Cost:	3.3393%
Costs of Issuance:	\$22,600
Yield:	3.34% - 3.34%
Total Net P&I:	\$1,473,805

Mr. Mickelson said the cost of issuance in the pre-sale report was estimated at \$40,000 for a fully competitive offering, but because it was a limited competitive sale, it saved \$17,400 that can be used as additional proceeds. True Interest Cost was projected to be at 3.31%, very near at what it came

in at. Closing date on this issue is December 6, 2018, which is the day that the City will receive the proceeds from the sale. As part of the Sale Day Report, Council was also provided with a bid tabulation, final sources and use of the funds, and a final debt service schedule. A resolution authorizing issuance, awarding sale and prescribing the form and providing for payment of the bonds was also provided for Council consideration. Principal payments are due on February 1st of each year, and interest payments are semi annual and are due on February 1st and August 1st of each year beginning August 1, 2019 until February 1, 2034. The rate is set for the life of the issue.

Council Member Oberloh asked if interest was accounted for in the bond proceeds - Dwayne Haffield, Director of Engineering, said it was not part of the project cost, but a financing cost, and is accounted for in the rate.

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

RESOLUTION NO. 2018-11-01

AUTHORIZING ISSUANCE, AWARDING SALE, PRESCRIBING THE FORM AND DETAILS AND PROVIDING FOR THE PAYMENT OF \$1,140,000 GENERAL OBLIGATIONS STORM WATER BONDS, SERIES 2018A

(Refer to Resolution File for complete copy of Resolution)

SPECIAL CITY ATTORNEY AND SPECIAL ASSISTANT CITY ATTORNEYS APPOINTED

Earlier this year, City Attorney Mark Shepherd notified Administration that he and his firm would be retiring as the City's Attorney at the end of the year. City Staff has been in discussions with Jesse Flynn and his law firm of Flynn and Riordan regarding their appointment as the City Attorney in 2019. Mr. Shepherd recommended that Jesse Flynn be appointed as Special City Attorney and that Candace Riordan and Jeff Flynn be appointed as Special Assistant City Attorneys for the remainder of this year to assist with the transition. For 2019, they would be appointed City Attorney and Assistant City Attorneys respectively, and Mark Shepherd would be appointed as Special City Attorney to finish out the cases he is working on for the City. Legal services would be billed at the rate of \$200 per hour plus expenses, for 2019. In response to a question regarding the fees, Steve Robinson, City Administrator, said he had a lengthy discussion with them regarding the fees, after which they modified the rate to the \$200. He also responded that fee was for 2019, but he would ask if they would accept an hourly rate of \$180 per hour for the remainder of 2018, which is the established rate from Mark Shepherd's office.

Following discussion, the motion was made by Council Member Oberloh, seconded by Council

Member Harmon and unanimously carried to approve the 2019 contract with Flynn and Riordan and the appointments as presented, with Steve Robinson to work out the rate with Flynn and Riordan for the remainder of 2018.

REVISION OF EMPLOYEE PAID TIME OFF POLICY APPROVED

Steve Robinson, City Administrator, said over the past several months, City and WPU staff, along with the Employee Advisory Committee, have worked on a complete review of the City's personnel policy handbook. It is expected that the bulk of the suggested revisions will be presented to City Council and the Water and Light Commission sometime in 2019 for consideration.

One proposed change is a revision that would change our current PTO/ESLB policy back to a vacation/sick leave policy. Because the proposed new policy would need to become effective at the beginning of a calendar year, staff was requesting Council consideration of the change in advance of consideration of the remaining proposed revisions. As the provisions of the current policy are included in the language of all three collective bargaining agreements, staff has worked with the Unions prior to presenting the proposal to the policymakers, and all three have executed Memorandums of Understanding indicating they would amend their agreements to reflect the provisions of the new policy if approved by the City Council and the Water and Light Commission. The Water and Light Commission reviewed and approved the proposed changes at their November 5, 2018 meeting, and voted to approve them contingent upon approval by City Council.

The motion was made by Council Member Janssen, seconded by Council Member Harmon and unanimously carried to approve the revised Employee Paid Time Off policy.

CITY HALL CLOSURE FRIDAY AFTER THANKSGIVING APPROVED

In the past, Council has granted the closure of City Hall offices on the Friday immediately following Thanksgiving. Employees were given the option to use their floating holiday, PTO, comp time, take it unpaid, or they could work but no public business could be transacted. The Local 49 agreement included a revised paid holiday schedule, which included the Friday after Thanksgiving and eliminated the floating holiday. Staff was again requesting that Council approve the closure of City Hall offices on the Friday following Thanksgiving.

The motion was made by Council Member Ernst, seconded by Council Member Cummings and unanimously carried to approve the closure of City Hall on the Friday immediately following Thanksgiving.

CITY HALL CLOSURE MONDAY, DECEMBER 24, 2018 APPROVED

The last time Christmas fell on a Tuesday was in 2012, and Council then approved the closure of

City offices on Christmas Eve Monday. This year, several office employees are planning to take PTO on Monday, December 24th, and some non-office employees are planning to work until noon that day. Staff was recommending closure of City offices on Monday, December 24th, allowing those that so choose, may work until noon. Employees would take PTO for any time off from work.

The motion was made by Council Member Oberloh, seconded by Council Member Janssen and unanimously carried to approve the closure of City offices on Monday, December 24, 2018, allowing those who may choose, to work until noon, and requiring that employees shall take PTO for any time off from work.

COOPERATIVE AGREEMENT WITH NOBLES COUNTY APPROVED

Dwayne Haffield, Director of Engineering, said the 2018 Construction Fund budget includes \$10,000 for design of the Fox Farm Road bridge replacement. The bridge is currently constructed of a combination of timber and concrete, but it is anticipated that it will be replaced with a box or circular culvert. Because Nobles County has extensive experience in bridge replacement projects, staff was proposing that the City use County resources to prepare the bridge replacement plans - the County uses consultants as needed to determine the required culvert sizing/configuration.

Staff presented a cooperative agreement between the City and the County for development of bridge replacement plans. The County Engineer estimates that the cost will be approximately \$5,000. Staff is also seeking a proposal from AE2S to provide services needed for the hydraulic design of the bridge, which will be brought to Council for approval. The estimate for those services was also \$5,000, however, the budget estimate has aged and may need to be amended. Mr. Haffield said that an application has been submitted for funding, but the plans need to be submitted in order for the project to be eligible. The agreement has been reviewed by the City Attorney and the County Attorney.

The motion was made by Council Member Oberloh, seconded by Council Member Janssen and unanimously carried to authorize execution of the agreement.

COUNCIL COMMITTEE REPORTS

Mayor Kuhle - No report.

Council Member Janssen - Reported on a NEON meeting on November 8, 2018.

Council Member Oberloh - No report, but congratulated Members Kuhle, Harmon and Janssen on their re-election. Also noted that Ben Weber, who was a candidate for Mayor, wished to speak to Council on some issues that he had been made aware of during his campaign. Mr. Weber said the recurring concerns were the spec building that Council was considering that would house a movie theater, pest problems throughout the city, an indication from minorities that they would be disrespectful if they complained to the City, and that Jason Brisson needs help to update codes so

landlords can't get away with not adhering to code. Mr. Weber said he would like to be included when Council has these discussions.

Council Member Cummings - Reported on a Memorial Auditorium Advisory Board meeting - some of the recent movies have had great attendance, along with the Neil Diamond Tribute, which was four seats short of a sell out. Compliments on the new seating continue to come in. Also noted that Winterfest is coming January 18th and 19th.

Council Member Ernst - Attended the Grow Your Own Summit last Thursday in Marshall - it was very interesting.

Council Member Harmon - Water and Light Commission met a week ago Monday - discussed the waste water budget. An open house has been scheduled December 12th at the Event Center to celebrate the Lewis and Clark hookup. Governor Dayton has indicated he will attend, and Council will also be invited. Held a coffee at the CAL - they are trying to engage the diverse community.

CITY ADMINISTRATOR'S REPORT

Steve Robinson, City Administrator, reported that a bug blast was completed last week for two days at the Thompson Hotel. Residents were only required to be out of their apartments from 7:00 a.m. to 5:00 p.m. Plunketts will perform followup treatments through mid December, and will schedule additional treatments if needed after that.

ADJOURNMENT

The motion was made by Council Member Oberloh, seconded by Council Member Cummings and unanimously carried to adjourn the meeting at 8:14 p.m.

Janice Oberloh, MCMC
City Clerk

**MINUTES OF THE PRAIRIE JUSTICE CENTER JOINT OPERATIONS COMMITTEE
COUNTY OF NOBLES – CITY OF WORTHINGTON
November 15, 2018 – PRAIRIE JUSTICE CENTER**

MEMBERS PRESENT: Troy Appel, Chad Cummings – City of Worthington
Kent Wilkening, Tom Johnson – County of Nobles

No official meeting took place because of lack of quorum. The following items were discussed.

Highway 59 & Airport Road Warning Lights – Troy Appel commented that he attended a recent DOT meeting and they stated that placing warning lights at intersections actually increased the risk of accidents. Tom Johnson suggested buying 10 acres from the landowner with the intention of planting a windrow. Chad Cummings stated that he would contact Steve to have city crew put up more lighting.

Window Sills – Outside windows are done. The sills are still on the list after downtown project wraps up.

Garage Doors – Garage doors have been working, but were down last week with broken brackets. They are fixed and up and running.

Sidewalks and Concrete – Chad explained that there are definite issues with the sidewalks and concrete. Tom has inquired, but can't find anyone to do the work. Chad requested that Tom put together a cost analysis plan with ADA (American's With Disabilities Act) requirements, so hopefully it can be done first thing in the spring.

Security Camera Update – Kent Wilkening stated that Angelo Torres is working on the RFP. When finished he will take it to the board for approval and then will get a cost estimate once it is put out. Tom recommended tip down poles.

Other Items

- Troy requested "emergency vehicles approaching" signs to be installed on Airport Road at the new uncontrolled intersection. Chad also recommended the signs to be installed on Highway 59 on both sides of Airport Road entrance. Chad suggested Kent and Troy create the wording and he'll have the shop make the signs.
- Tom stated the roof project is "substantially complete". Roof warranty began yesterday. He commented the lines on the wall from the roof leakage have been cleaned up. Kent inquired if the roofers could explain the bangs and pops that occur in the garage. Tom said it was not happening when they were touring the garage yesterday. Chad suggested recording it on the cell phone.
- Kent asked if anything was decided on a floor sweeper. Tom said that there is a need, but nothing has been done yet. Chad suggested contacting Jim Henning to look at Doll Distributing's sweeper.

Next Meeting Dates – Chad suggested moving the meetings to the second month of each quarter – February, May, August, November. The reasoning was to give more time after the first of year for new appointments made to the committee and also for budgeting purposes come November.

Heron Lake Watershed District (HLWD)
Regular Meeting
September 18, 2018

1. Call to Order

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

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

Staff: Jan Voit and Catherine Wegehaupt

Others: Kyle Sammons, I+S Group (ISG); Mona Henkels, Murray SWCD; Larry Janssen, City of Worthington; Kevin Stevens, Cottonwood County; Jerry Christopherson, and Justin Ahlers, Nobles County

2. Agenda

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

3. Jackson County Judicial Ditch (JD) 19

Kyle Sammons explained Change Order #1. In the pond area, ISG missed tree removal. It was not included in the bid packet. They proposed an agreement with the contractor, after-the-fact, for \$5,000 per acre that included burying the trees onsite. The change order request is for an additional \$10,000.

Perimeter control has been difficult because of the wet year and the soil conditions. A National Pollutant Discharge Elimination System (NPDES) permit from the Minnesota Pollution Control Agency (MPCA) is required. The current requirements are no different for this project than for any other where the NPDES permit is needed. The contractor is responsible for following it. However, the contractor believes the requirements are more than what was bid. They are requesting \$10,584 for the additional perimeter control and temporary stabilization. MPCA is satisfied with what has been done to date. Since the JD 19 project was bid, MPCA has revised their requirements, but this project is grandfathered in. Future drainage projects will have to comply with stricter regulations.

The work required to support the electrical lines is over and above what was in the original design. The contractor has to support each line with a steel pole and ratchet straps every one or two feet. The windmill company does not want a sag in the electrical line when it is being exposed. They are worried about the bend radius being too great. All of this came about after the near miss situation. After the windmill company lifted the stop work order, ISG and the contractor have complied with all of their requests. The water line crossings were not identified in the plans or the bid specifications. The contractor is requesting \$35,000 for the additional water line crossings and the time needed to meet the windmill company's requirements for the electrical line crossings.

Discussion was held regarding the responsibilities of the engineer, contractor, and HLWD regarding tree removal, electrical and water line crossings, and perimeter control that were not included in the bid specifications. Discussion was held regarding an additional request from the windmill company for boring under electrical lines which is estimated to cost \$38,500. This request is not included in the current change orders.

Discussion was also held regarding the need to incorporate the windmill company's line crossing requirements into future project designs and specifications, ISG's onsite project management, the bids for electrical line crossings, potential savings in the project, other watershed district experiences with windmill companies, contingency fees, and increased costs for project materials.

The managers asked if it would be prudent that in future projects ISG call for a Gopher State One Call to locate all lines before the plans are finalized for bidding. They believed that things discovered after the project started should not be the responsibility of the landowners and asked if ISG has insurance to cover the costs of errors and omissions. They considered it to be the windmill company's responsibility to pay for the additional requirements for electrical line crossings.

Jim Buschena made a motion to approve payment of \$131,626.26 to Svoboda Excavating, Inc. for Pay Application #3. Gary Ewert seconded this. Motion carried unanimously.

4. Minutes

Wayne Rasche made a motion to approve the minutes of the August 28 budget hearing and regular meeting. Gary Ewert seconded this. Motion carried unanimously.

5. Treasurer's Report

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. Gary Ewert seconded this. Motion carried unanimously. Discussion was held regarding the JD lines of credit (LOC). The JD 19 LOC has been paid in full. The money that was repaid can be reallocated for the remaining LOCs, as long as the \$2 million cap is not surpassed.

6. Minnesota Association of Watershed Districts (MAWD) Resolution

Wayne Rasche made a motion to approve the following Resolution.

WHEREAS watershed districts serve as drainage authorities under the Minnesota drainage code, Minnesota Statutes Chapter 103E, and in that role fulfill statutory responsibilities to conduct extensive procedures to establish, design and construction major drainage projects;

WHEREAS drainage projects are funded by multi-year assessment of benefited lands, but substantial costs are incurred in advance of the flow of funds from assessment;

WHEREAS drainage project costs may be financed by county bonds, but the drainage code does not allow for county project bonds to be issued until the construction contract is awarded (Minnesota Statutes §103E.635, subdivision 1);

WHEREAS a watershed district may finance project costs through loans, but is constrained by statute (Minnesota Statutes §103D.335, subdivision 17) to holding no more than \$2 million in outstanding loans from counties and financial institutions;

WHEREAS a watershed district may finance internally through a loan from another drainage account (Minnesota Statutes §103E.655, subdivision 2), but this source is insufficient for substantial project financing;

WHEREAS these limitations constrain watershed districts' capacity to fulfill their responsibilities as drainage authorities;

THEREFORE BE IT RESOLVED that the Minnesota Association of Watershed Districts supports amending the watershed law (Chapter 103D) and/or the drainage code (Chapter 103E) to improve the capacity of watershed districts to finance drainage projects, by:

- Increasing watershed districts' limit on borrowing;
- Allowing counties to issue drainage project bonds earlier in the project development process; and
- Enhancing watershed district ability to obtain competitive borrowing rates from both counties and financial institutions.

Gary Ewert seconded this. Motion carried unanimously.

7. Jackson County Ditch (CD) 3 Appeal Update

On September 18, Louis Smith informed Jan Voit that he had not heard anything regarding potential settlement. Informational statements are due September 25. These are typically completed by the attorneys for the parties jointly and the statements inform the scheduling conference. At the scheduling conference, the court discusses the nature of the case with the attorneys and sets the schedule for discovery, motions, and trial. The court will also explore the possibility of settlement. The court has set a scheduling conference for October 2 at 2:00 p.m.

8. Reports

District Administrator

Jan Voit reported on Jackson CD 3, Clean Water Fund Grant application, Jackson County JD 19, MAWD Resolution, MAWD Annual Conference Planning Committee meeting, Jackson County JD 14, and the low interest loan program.

Jim Buschena made a motion to approve the septic system loan application for Bruce Leinen contingent upon providing the required documentation. Harvey Kruger seconded this. Jim Buschena called the question. Bruce Leinen abstained. Motion carried.

Watershed Technician

Catherine Wegehaupt provided information regarding water sampling, five-year cover crop program and winter workshop, Seward 29, and the Minnesota Department of Agriculture and Sustainable Agriculture Research and Education grant rounds.

2018 has been a wet year and 21 sampling events have occurred. Typically water sampling data is gathered through Oct 31 each year. If more rainfall events happen this year, it would be good to take more samples. Harvey Kruger made a motion to approve up to four more sampling events. Jim Buschena seconded this. Motion carried unanimously.

Jim Buschena made a motion to authorize staff to move forward with planning a cover crop winter workshop. Harvey Kruger seconded this. Motion carried unanimously.

MAWD Finance Committee Meeting

Wayne Rasche gave an update on the MAWD Finance Committee meeting.

Harvey Kruger will make the Board of Water and Soil Resources board aware of the HLWD's resolution to MAWD and the situation with the windmill company and JD 19.

9. Adjournment

The meeting adjourned at 8:48 p.m.

Harvey Kruger
Secretary

**CITY OF WORTHINGTON
BOARD OF CANVASS, NOVEMBER 9, 2018**

The meeting was called to order at 9:00 a.m. in City Hall Council Chambers by Mayor Mike Kuhle with the following Council Members present: Amy Ernst, Chad Cuimmings, Alan Oberloh, Mike Harmon, Larry Janssen.

Staff present: Mindy Eggers, Assistant City Clerk.

Others present: None.

CANVASS OF BALLOTS - 2018 GENERAL ELECTION

The Worthington City Charter requires that the City Council shall meet withing three days after any city election and canvass the returns and declare the result thereof. The Assistant City Clerk administered the oath of office to Council for their service as the Canvassing Board.

Following a brief review of the election returns, the motion was made by Council Member Oberloh, seconded by Council Member Janssen and unanimously carried that the following candidates for election to the offices named are declared elected as shown by the canvass of said election returns for the following terms and the City of Worthington Ballot Question - Half Cent Sales Tax by majority vote.

Mayor	Four Year Term	Mike Kuhle
Council Member	Four Year Term	Mike Harmon
Council Member	Four Year Term	Larry Janssen

Ballot Question - 1/2 Cent Sales Tax Majority Vote

ADJOURNMENT

The motion was made by Council Member Janssen, seconded by Council Member Cummings and unanimously carried to adjourn the meeting at 9:09 a.m.

Mindy L. Eggers, MCMC
Assistant City Clerk

WATER AND LIGHT COMMISSION MINUTES REGULAR MEETING NOVEMBER 19, 2018

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: Michael Harmon, Lyle Ten Haken, Deb Weg and Kathy Hayenga.

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

Others present: None

AGENDA ADDITIONS/CLOSURE

A motion was made by Commissioner Ten Haken, seconded by Commissioner Weg 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 November 5, 2018
- Staff reports for October 2018
- Utility bills payable totaling \$131,594.51 for November 9 and November 16, 2018

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 2018.

WATER DEPARTMENT 2019 STRATEGIC FINANCIAL PLAN

Scott Hain, General Manager, presented the 2019 Water Department Strategic Financial Plan to the Commission for consideration. The plan includes 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, water rate schedule and typical bills and the reserve account policy.

Mr. Hain reported that the projected 2019 revenue included in the budget will be adequate to cover the projected expenses under the existing water rate schedule and no change in water rates was being recommended.

A motion was made by Commissioner Harmon, seconded by Commissioner Ten Haken and unanimously carried to approve the 2019 Water Department Strategic Financial Plan as presented.

2019 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.

Based on the 2019 Wastewater Department budget approved by the Commission at their November 5, 2018, meeting, a motion was made by Commissioner Ten Haken, seconded by Commissioner Hayenga and unanimously carried to formally recommend that City Council approve the 2019 Sewer Service Charge System.

APPROVE ADVERTISING FOR BIDS FOR RENOVATION OF FORMER LIQUOR STORE

Scott Hain, General Manager, reviewed the plans and cost estimates submitted by CBS² for the renovation of the former liquor store building for use by electric, water and wastewater departments for housing vehicles, equipment and materials. He reported that City staff has also been working with CBS² on renovation plans for the former MC Fitness building for use by the Public Works departments.

After a review of the plans and cost estimates for the renovation of the former liquor store building, Mr. Hain requested that the Commission authorize advertising for bids for the project. He stated that the advertisement for bids will be done as two separate projects with the bid openings taking place on the same day.

A motion was made by Commissioner Weg, seconded by Commissioner Harmon and unanimously carried to authorize advertising for bids for the renovation of the former liquor store.

MINNESOTA ENERGY RESOURCES CORPORATION LEASE AGREEMENT

Scott Hain, General Manager, presented a proposed lease agreement with Minnesota Energy Resources Corporation granting them the right to store various business related machinery, equipment and material on a portion of the property located near Worthington Public Utilities' (WPU) 1.5 million gallon water tower. The initial term of the lease will run from December 1, 2018, through August 31, 2019, at a rate of \$500 per month. The lease shall continue on a month-to-month basis following the initial term and may be terminated by either party by giving a 30-day written notice to the other party.

Water and Light Commission Minutes

November 19, 2018

Page 3

A motion was made by Commissioner Ten Haken, seconded by Commissioner Weg and unanimously carried recommending City Council approve the proposed lease agreement and to authorize the President and General Manager to execute the lease agreement on behalf of Worthington Public Utilities contingent on City Council approval.

COMMISSION COMMITTEE REPORTS

There were no Commission committee reports.

GENERAL MANAGER REPORT

Scott Hain, General Manager, provided a verbal report on the Worthington Regional Economic Development Corporation Board of Directors meeting that took place on November 15, 2018.

ADJOURNMENT

A motion was made by Commissioner Harmon, seconded by Commissioner Weg and unanimously carried to adjourn the meeting at 5:12 P.M. President Hoffmann declared the meeting adjourned.

Deb A. Scheidt
Secretary to the Commission

CITY OF WORTHINGTON, MINNESOTA

MUNICIPAL LIQUOR STORE INCOME STATEMENT For the Period 1/1/18 Through 10/31/18 (Amounts in Dollars)

	Total 2018 Budget	OCTOBER Actual	Previous Year	% YTD Actual to Budget	YTD Actual	Previous Year
Sales						
Liquor	1,655,000	131,062	110,499	76.4%	1,263,728	1,146,476
Wine	570,000	49,159	37,090	69.9%	398,519	359,140
Beer	1,950,000	142,219	128,887	80.8%	1,575,714	1,454,501
Mix/nonalcohol	74,800	4,146	3,915	74.9%	56,038	54,008
NSF charges	200	-	16	47.5%	95	202
Net Sales	4,250,000	326,586	280,407	77.5%	3,294,094	3,014,327
Cost of Goods Sold						
Liquor	1,195,000	92,399	75,378	75.2%	899,236	825,718
Wine	404,900	34,376	23,827	69.9%	283,117	249,574
Beer	1,480,000	111,966	99,908	82.9%	1,226,417	1,120,817
Soft drinks/mix	68,850	3,225	2,046	54.9%	37,816	43,028
Freight	28,000	2,960	2,890	61.7%	17,278	21,899
Total Cost of Goods Sold	3,176,750	244,926	204,049	77.6%	2,463,864	2,261,036
Gross Profit	1,073,250	81,660	76,358	77.4%	830,230	753,291
Operating Expenses						
Personnel services	366,658	27,898	22,858	79.9%	292,938	236,110
Supplies	29,800	1,047	1,264	79.3%	23,636	17,913
Other services & charges	162,750	12,254	17,645	86.6%	140,941	140,065
Interest	27,383	-	-	0.0%	-	-
Depreciation (estimated)	60,000	5,000	1,542	83.3%	50,000	15,420
Total Operating Expenses	646,591	46,199	43,309	78.5%	507,515	409,508
Operating Income (Loss)	426,659	35,461	33,049	75.6%	322,715	343,783
Non-Operating Revenues (Expenses)						
Interest earnings **	13,000	1,083	750	51.0%	6,629	9,290
Other non-operating	-	-	-	-	2,802	1,120
Total Non-Operating Revenue (Expense)	13,000	1,083	750	72.5%	9,431	10,410
Net Income (Loss) b/Operating Transfers	439,659	36,544	33,799	75.5%	332,146	354,193
Operating Transfers-Out	(225,000)	(18,750)	(18,750)	83.3%	(187,500)	(187,500)
Net Income (Loss)	214,659	17,794	15,049	N/A	144,646	166,693

** Includes 6/30/18 actual and four months budget

ADMINISTRATIVE SERVICES MEMO

DATE: NOVEMBER 21, 2018

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 - MINNESOTA WEST FOUNDATION

The following Application for Exemption from Lawful Gambling has been received:

Organization:	Minnesota West Foundation
CEO:	Michael Van Keulen
Type of Event:	Raffle
Date and Location of Event:	March 20, 2018 MN West Comm/Tech College, 1450 Collegeway

The application (included as *Exhibit 1*) must be approved by the local unit of government prior to be submitted to the State for approval.

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

CASE ITEMS

1. THIRD READING PROPOSED ORDINANCE TO VACATE PLATTED UTILITY EASEMENTS AND PUBLIC DRAINAGE AND UTILITY EASEMENTS IN MERCK ADDITION

Pursuant to published notice, this is the time and date set for the third reading of a proposed ordinance that would vacate various platted utility easements and public drainage and utility easements in Merck addition as follows:

Section I.

An ordinance vacating all those portions of the public utility easements and

the public drainage and utility easements dedicated in the plat of Merck Addition, City of Worthington, Nobles County, Minnesota, lying southeast of a line 20.00 feet southeast of and parallel to the northwesterly line of Block 1, of said Merck Addition.

Section II.

An ordinance vacating all those portions of the public utility easements and the public drainage and utility easements dedicated in the plat of Oxford Addition, City of Worthington, Nobles County, Minnesota, lying southeast of a line 20.00 feet southeast of and parallel to the northwesterly line of Block 1, Merck Addition, City of Worthington, Nobles County, Minnesota.

Adoption of the ordinance will accommodate the development of the site to the single campus facility that it has become, but should be subject to completion of required additional manholes as discussed at the October 22, 2018 meeting. A complete copy of the proposed ordinance was included in your October 22, 2018 Council agenda.

Council action is requested to give a third reading to, and subsequently adopt the proposed ordinance, subject to the completion of the required additional manholes.

2. **THIRD READING OF A PROPOSED ORDINANCE TO AMEND THE STORM WATER UTILITY RATE**

Pursuant to published notice, this is the time and date set for the third reading of a proposed ordinance that would amend Worthington City Code, Title V, Chapter 54.04 (C) regarding storm water utility rates as follows:

(C) The annual fee per acre for residential is \$276.00

The increase is based on the 2019 Storm Water Utility Fund operating budget that was approved by Council at their October 17, 2018 special meeting, which requires \$659,613 in utility operation revenue, or \$25,885 more than the 2018 budget. This is a 4.55% increase in the storm water utility rate over the current annual residential rate of \$264.00 per acre. A complete copy of the ordinance was included in your October 22, 2018 Council packet.

Council action is requested to give a third reading to, and subsequently adopt the proposed ordinance amending Worthington City Code, Title V, Chapter 54.04 (C).

3. **THIRD READING PROPOSED ORDINANCE TO AMEND PLANNING COMMISSION VOTING REQUIREMENTS FOR COMPREHENSIVE PLAN ADOPTION OR AMENDMENT**

Pursuant to published notice, this is the time and date set for the third reading of a proposed ordinance that would amend Section 151.03 of the Worthington City Code - Planning Commission voting requirements for comprehensive plan adoption or amendment as follows:

The adoption of the plan or of any section or amendment thereof shall be by resolution of the Commission, approved by the affirmative votes of not less than five-sevenths of those members present and voting but not less than four votes in any case.

A complete copy of the proposed ordinance was included in your October 22, 2018 Council packet.

Council action is requested to give a third reading to, and subsequently adopt the proposed ordinance.

4. MINNESOTA ENERGY RESOURCES CORPORATION LEASE AGREEMENT

Exhibit 2 contains a proposed lease agreement with Minnesota Energy Resources Corporation (MERC) that would allow them to utilize a portion of the property located by the 1.5 million gallon water tower for storage of pipe and related material for a project they are planning to construct in 2019. The agreement was modeled from, and contains the same terms, as previous agreements we have had for temporary use of the property.

The Water & Light Commission approved the agreement at their regular meeting on November 19th. and authorized the President and General Manager to execute the agreement on behalf of WPU. Council action is requested authorizing the Mayor and Clerk to execute the agreement on behalf of the City of Worthington.

LG220 Application for Exempt Permit

An exempt permit may be issued to a nonprofit organization that:

- conducts lawful gambling on five or fewer days, and
- awards less than \$50,000 in prizes during a calendar year.

If total raffle prize value for the calendar year will be \$1,500 or less, contact the Licensing Specialist assigned to your county by calling 651-539-1900.

Application Fee (non-refundable)

Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**.

Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

ORGANIZATION INFORMATION

Organization Name: Minnesota West Foundation

Previous Gambling Permit Number: X05508

Minnesota Tax ID

Federal Employer ID

Number, if any: _____

Number (FEIN), if any: _____

Mailing Address: 1011 First St. West

City: Canby State: MN Zip: 56220 County: Yellow Medicine

Name of Chief Executive Officer (CEO): Michael Van Keulen

CEO Daytime Phone: _____ CEO Email: michael.vankeulen@mnwest.edu

(permit will be emailed to this email address unless otherwise indicated below)

Email permit to (if other than the CEO): _____

NONPROFIT STATUS

Type of Nonprofit Organization (check one):

☐ Fraternal

☐ Religious

☐ Veterans

☒ Other Nonprofit Organization

Attach a copy of one of the following showing proof of nonprofit status:

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

☐ **A current calendar year Certificate of Good Standing**

Don't have a copy? Obtain this certificate from:

MN Secretary of State, Business Services Division
60 Empire Drive, Suite 100
St. Paul, MN 55103

Secretary of State website, phone numbers:

www.sos.state.mn.us

651-296-2803, or toll free 1-877-551-6767

☒ **IRS income tax exemption (501(c)) letter in your organization's name**

Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.

☐ **IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)**

If your organization falls under a parent organization, attach copies of both of the following:

1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and
2. the charter or letter from your parent organization recognizing your organization as a subordinate.

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): Minnesota West Community and Technical College

Physical Address (do not use P.O. box): 1501 Collegeway

Check one:

☒ City: Worthington

Zip: 56187

County: Nobles

☐ Township: _____

Zip: _____

County: _____

Date(s) of activity (for raffles, indicate the date of the drawing): March 20, 2019

Check each type of gambling activity that your organization will conduct:

☐ Bingo

☐ Paddlewheels

☐ Pull-Tabs

☐ Tipboards

☒ Raffle

Gambling equipment for bingo paper, bingo boards, raffle boards, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo ball selection devices may be borrowed from another organization authorized to conduct bingo. To find a licensed distributor, go to www.mn.gov/gcb and click on **Distributors** under the **List of Licensees** tab, or call 651-539-1900.

LG220 Application for Exempt Permit

11/17
Page 2 of 2

LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)

CITY APPROVAL
for a gambling premises located within city limits

☐ The application is acknowledged with no waiting period.

☐ The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).

☐ The application is denied.

Print City Name: _____

Signature of City Personnel: _____

Title: _____ Date: _____

The city or county must sign before submitting application to the Gambling Control Board.

COUNTY APPROVAL
for a gambling premises located in a township

☐ The application is acknowledged with no waiting period.

☐ The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.

☐ The application is denied.

Print County Name: _____

Signature of County Personnel: _____

Title: _____ Date: _____

TOWNSHIP (if required by the county)
On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.213.)

Print Township Name: _____

Signature of Township Officer: _____

Title: _____ Date: _____

CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the event date.

Chief Executive Officer's Signature: _____ Date: 11/20/18
(Signature must be CEO's signature; designee may not sign)

Print Name: Michael Van Keulen

REQUIREMENTS

Complete a separate application for:

- all gambling conducted on two or more consecutive days; or
- all gambling conducted on one day.

Only one application is required if one or more raffle drawings are conducted on the same day.

Financial report to be completed within 30 days after the gambling activity is done:

A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.

Your organization must keep all exempt records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the

application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota's Department of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

MAIL APPLICATION AND ATTACHMENTS

Mail application with:

- _____ a copy of your proof of nonprofit status; and
- _____ application fee (non-refundable). If the application is postmarked or received 30 days or more before the event, the application fee is \$100; otherwise the fee is \$150. Make check payable to **State of Minnesota**.

To: Minnesota Gambling Control Board
1711 West County Road B, Suite 300 South
Roseville, MN 55113

Questions?

Call the Licensing Section of the Gambling Control Board at 651-539-1900.

This form will be made available in alternative format (i.e. large print, braille) upon request.

An equal opportunity employer

LEASE AGREEMENT

This Agreement made and entered into by and between the City of Worthington d/b/a Worthington Public Utilities, a municipal corporation with principal offices at P.O. Box 458, Worthington, MN 56187 hereinafter called the "Lessor" or "WPU" and Minnesota Energy Resources Corporation, with a principal address of 2685 145th Street West, Rosemount, MN, 55068 hereinafter called the "Lessee" or "MERC".

WITNESSETH, in consideration of mutual covenants and agreements herein contained, the Lessor grants to the Lessee the right to store various business related machinery, equipment and material in the specified area as is more fully set forth below and subject to the following agreements, terms and conditions:

1. SPECIFIED AREA: Lessee may store business related machinery, equipment and material upon approximately three (3) acres of the property legally described as Lots 1 and 2, Block 1, Eastside Addition, City of Worthington, Nobles County, Minnesota. Lessee's storage area will generally be located along the southerly boundary of the property.
2. TERM OF LEASE: The initial term of this lease shall run from December 1, 2018, until August 31, 2019. Following the initial term the lease shall continue on a month-to-month basis until terminated under the provisions of this agreement.
3. RENTAL PAYMENT: Lessee shall pay WPU the sum of \$500.00 per month as and for lease payments. The first payment shall be due upon execution of this agreement and thereafter on the first day of each month until the lease shall terminate.
4. DAMAGES: Lessee shall be responsible for any damage done to the premises of Lessor and if the premises are disturbed or damaged, Lessee shall return said premises to the condition that the premises were in prior thereto. Lessee also agrees that Lessor shall not be responsible for damage done to any of the property stored by Lessee upon Lessor's premises. Lessee agrees to indemnify Lessor and hold Lessor harmless from any claim for damage done to Lessee's personal property or to the personal property stored by Lessee upon Lessor's premises.
5. CONDITION OF STORAGE: Lessee shall store machinery, equipment and material in a "neat and orderly" manner. The interpretation of what is neat and orderly shall be solely in the judgment of the Lessor and the Lessee agrees to comply with Lessor's judgment as to what is neat and orderly. Lessee further agrees to move any stored machinery, equipment or material, at Lessee's sole expense, as may be necessary for Lessor to perform service or maintenance on the water tower located on the property.
6. INSURANCE: Lessee shall provide Lessor with a Certificate of Liability Insurance in the amount of not less than \$1,000,000 per occurrence which shall reference the leased premises and which shall name the City of Worthington and Worthington Public Utilities as additional insureds.
7. PROPERTY TAXES: In addition to lease payments to Lessor, the Lessee shall also be responsible to reimburse Lessor for any taxes imposed upon Lessor by the County or State due to this Agreement.
8. ASSIGNMENT: Lessee may not assign its interest in this lease to any other party.

9. TERMINATION OF LEASE: Following the initial term either party may terminate this lease by the giving of 30 days written notice to the other party.

IN WITNESS WHEREOF, the parties have executed this instrument on their behalf by their duly authorized officers.

Dated this _____ day of _____, 2018.

CITY OF WORTHINGTON

LESSOR

Mike Kuhle, Its Mayor

Kim M. Michiels
Real Estate Agent

Janice Oberloh, Its Clerk

WORTHINGTON PUBLIC UTILITIES

Gary Hoffmann, Its President

Scott Hain, Its General Manager



Minnesota Energy Resources Corporation
2665 145th Street West
Rosemount, MN 55068
www.minnesotaenergyresources.com

CERTIFICATE OF INSURANCE and Statement of Self-Insurance

Minnesota Energy Resources Corporation (MERC) does not purchase general liability, automobile liability, or workers compensation insurance at the primary level.

Liability: Excess general liability insurance, which includes automobile liability, is in effect with substantial limits over a self-insured retention of not less than \$1,000,000.

Workers Compensation: MERC is a qualified self-insurer for workers compensation in the states in which it operates.

Property: All-risk property insurance is provided above substantial deductibles for property where MERC has accepted risk of loss.

This Statement of Self Insurance is provided in place of a certificate of insurance to address the insurance requirements in the lease agreement with the City of Worthington, related to the use of approximately 3 acres of property for an equipment laydown area from December 1, 2018 to August 31, 2019 located at Lots 1 and 2, Block 1, Eastside Addition, City of Worthington, Nobles County, Minnesota. The storage area will generally be along the easterly boundary of the property.

MERC is self-insured for \$1,000,000 per occurrence requested by the City of Worthington in the lease agreement and agrees to pay third party claims in the same manner as commercial insurance. MERC will also assume payment of third party claims on behalf of the City of Worthington and Worthington Public Utilities, similar to additional insureds, with respect to the general liability insurance limits under the terms of the lease agreement.

Should the information in this certificate change for any reason, MERC is under no obligation to inform the certificate holder and hereby assumes no obligation or liability of any kind as a result.

Certificate Holder	Effective Date
City of Worthington dba Worthington Public Utilities P.O. Box 458 Worthington, MN 56187	December 1, 2018 - August 31, 2019

PUBLIC SAFETY MEMO

DATE: NOVEMBER 21, 2018

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 \$600 to the Worthington Police Department to be distributed to members of the public through a Secret Santa Program. Worthington patrol officers will give out \$50 and \$100 dollar bills tucked inside Christmas cards during traffic stops before Christmas.

Council action is requested to adopt a resolution (*Exhibit 1*) accepting the \$600 donation.

2. CONSIDERATION OF CSO/ANIMAL CONTROL POSITION GUIDELINES

With the 2018 year-end retirement of the City Animal Control Officer and approaching retirement of the current Community Services Officer (CSO), the Public Safety Department is proposing change for 2019. A newly hired employee would train and work with the current CSO, assume animal control duties, and assist the City Community/Economic Development Department administer and enforce the rental housing ordinance.

A new Position Guidelines for the position of Community Services Officer/Animal Control has been drafted and is attached as *Exhibit 2*. The current CSO guidelines are attached as *Exhibit 3*. Both guidelines will be maintained at least through the 2019 transition process.

Staff recommends approval of the new Position Guidelines for CSO/Animal Control.

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: \$600 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

City of Worthington
Community Service Officer/Animal Control
Position Guidelines

Job Title: Community Services Officer/Animal Control **Classification:** Non-exempt

Division: Public Safety

Date Approved:

SUMMARY

Performs technical and administrative duties related to code enforcement and other support services for the City as assigned. Works under the direction of the Public Safety Department and maintains a tactful, open line of communication with the public.

ACCOUNTABILITIES

Reports to: Police Captain

Supervises: Has no regular supervisory responsibility

ESSENTIAL DUTIES AND RESPONSIBILITIES

1. Patrols the City and enforces City Ordinances pertaining to code enforcement such as, but not limited to junk/abandoned vehicles, solid waste complaints of messy yards and garbage, weed and grass complaints, ice and snow violations, and public nuisance issues. Coordinates and clarifies code violations with Police Captain and/or City Attorney. Responsible for follow- up to ensure violations are corrected.
2. Investigates violations of animal control ordinances, including but not limited to animals running at large, animal cruelty, barking, bites, property damage, or injuries. Oversees quarantine of biting domestic animals. Issues warnings and/or citations and appears in court to testify as necessary.
3. Manages the boarding, release, relocation and/or euthanizing of impounded animals.
4. Patrols parking areas located within the Downtown Parking Assessment District. Issues tickets for overtime violations, issues summons/complaints for tickets not paid within the required time period.
5. Assists the City Community/Economic Development Department to administer and enforce the rental housing ordinance to ensure that all rental housing units in the City are adequate for protection of public health, safety and general welfare.
6. Accurately reports investigative facts orally and in written form using electronic media as well as pen and paper.
7. Works with City Attorney to enforce by criminal complaint and makes court appearances as required.
8. Maintains normal availability by radio or telephone for consultation on major emergencies or precedent.

9. Maintains contact with police supervisory personnel to coordinate investigation activities and provide mutual assistance during emergency situations.
10. Additional duties as assigned may include but are not limited to maintaining department equipment, supplies, and facilities; serves on committees as directed.
11. The foregoing statements describe the principal functions of this position, but shall not be construed as an exclusive listing of all inherent requirements for the position.

EQUIPMENT

1. Motorized vehicles, animal capture equipment, computers, radio equipment, copy machine, fax machine, camera, video equipment, audio recording equipment, and telephone.

PHYSICAL DEMANDS

1. The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.
2. While performing the duties of this job, the employee is frequently required to sit and talk or hear. The employee is occasionally required to stand; walk; use hands to finger, handle, or feel objects, tools, or controls; reach with hands and arms; climb or balance; stoop, kneel, crouch, or crawl; and taste or smell.
3. The employee must frequently lift and/or move up to 25 pounds and occasionally lift and/or move more than 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

WORK ENVIRONMENT

1. The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.
2. While performing the duties of this job, the employee frequently works in outside weather conditions. The employee occasionally works near moving mechanical parts, in high, precarious places, and is occasionally exposed to wet and/or humid conditions. The employee may occasionally be exposed to dangerous or diseased animals, trash and garbage.
3. The noise level in the work environment is usually moderate.

JOB REQUIREMENTS

1. Minimum Qualifications:
 - a. Education: High school diploma or a GED, two years of U.S. vocational or technical school in related field.
 - b. Experience: One year in enforcement type position in the U.S.
2. Desirable Education and Experience
 - a. Education: Two years of U.S. vocational or technical school in related field and/or MN POST Board licensure.
 - b. Experience: Three years in enforcement type position in the U.S.
 - c. Training and/or experience handling domestic and wild animals
 - d. Language: Bilingual - English/Spanish
3. Certification Required
 - a. Must have and maintain a valid Driver's License.
 - b. Must be a U.S. citizen or naturalized citizen

The position guidelines do not constitute an employment agreement between the employer and employee and are subject to change by the employer as the needs of the employer and requirements of the job change.

CITY OF WORTHINGTON

POSITION GUIDELINES

JOB TITLE: Community Services Officer

CLASSIFICATION: Non-exempt

DIVISION: Public Safety

AMENDED 6-14-10

SUMMARY

The Community Services Officer performs technical and administrative duties related to code enforcement, downtown parking regulations, and other support services for the City. Work is normally performed under supervision and subject to inspection by the Director of Public Safety. Maintain a tactful open line of communication with the public at all times.

ACCOUNTABILITIES

Reports to: Director of Public Safety

Supervises: Has no regular supervisory responsibility

ESSENTIAL DUTIES AND RESPONSIBILITIES

1. Enforces City Ordinances pertaining to code enforcement such as, but not limited to junk/abandoned vehicles, solid waste complaints of messy yards and garbage, weed and grass complaints, ice and snow violations, and public nuisance issues. Coordinates and clarifies code violations with Director of Public Safety and/or City Attorney. May occasionally have contact with Community Development Department. Responsible for follow up to ensure that the violations are corrected.
2. Patrols parking areas located within the Downtown Parking Assessment District. Writes tickets for overtime violations, collects and receives payments, issues summons and complaints for tickets not paid within the required five days. Works with City Attorney in enforcing the tickets by criminal complaint, and makes court appearances as required. Submits monthly reports of revenues, operation, problems or other activities as directed by the Director of Public Safety.
3. Conducts foot and vehicular patrol of the City to detect violations of ordinances, and locate hazards.
4. Identifies and arranges for the removal and disposal of abandoned vehicles in accordance with City ordinance and Minnesota statutes.

POSITION GUIDELINES - Community Services Officer

Page 2

5. Accurately reports facts of an investigation orally and in written form using electronic media as well as pen and paper.
6. Communicates effectively with citizens and officers in a variety of situations; and to be easily accessible and personable.
7. Communicates and coordinates with the police department to ensure his/her safety and for successful completion of assigned duties.
8. The foregoing statements describe the principal functions of this position, but shall not be construed as an inclusive listing of all inherent requirements for the position.

PERIPHERAL DUTIES

Serves on various employee or other committees as assigned.

Attends seminars and workshops related to or relevant to the duties of the position.

EQUIPMENT

Motorized vehicle, operate powered lawn and snow removal equipment, computers, office equipment including copy machine, fax machine, calculator, two-way radio and telephone.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to use hands to finger, handle, feel or operate objects, or controls and reach with hands and arms. The employee frequently is required to sit for long periods of time; and at times is required to walk (often on an irregular surface), stand, climb, crouch, talk and hear.

The employee may be required to lift/or move up to 10 pounds and occasionally lift and/or move up to 50 pounds. May be required to handle items weighing in excess of 50 pounds; appliances, etc. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

POSITION GUIDELINES - Community Services Officer

Page 3

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee regularly works a 40 hour week including flexible hours for evenings and weekends, working both in an office setting and in outside weather conditions making inspections and contacts with the public.

The noise level of the work environment will vary from quiet to extremely noisy.

JOB REQUIREMENTS

1. Minimum Qualifications:
 - Education: High school diploma or a GED, two years of U.S. vocational or technical school in related field.
 - Experience: One year in enforcement type position in the U.S,
2. Desirable Education and Experience:
 - Education: Two years of U.S. vocational or technical school in related field.
 - Experience: Three years in enforcement type position in the U.S.
 - Language:
 - Bilingual - English/Spanish
 - Spanish speaking preferred at time of hire, basic proficiency in Spanish language desired after 24 months.
3. Certification Required:
 - Must have and maintain a valid State of Minnesota Driver's License.
4. Need to be a U.S. citizen or naturalized citizen

PUBLIC WORKS MEMO

DATE: NOVEMBER 20, 2018

TO: HONORABLE MAYOR AND CITY COUNCIL

SUBJECT: ITEM REQUIRING CITY COUNCIL ACTION OR REVIEW

CASE ITEMS**1. SPLASH PAD CHANGE ORDER NO. 2**

Hulstein Construction has submitted a change order proposal, included as *Exhibit 1*, which includes modifications to the utilities at the Centennial Park Splash Pad. Most of the proposed modifications are due to the Beach Nook project not moving forward at this time. The proposed change order is an increase of \$20,041.11 increasing our total contract price to \$496,623.50. This total contract price is still \$3,376.50 below our original Splash Pad budgeted amount of \$500,000.00.

Council action is requested to approve Splash Pad change order Number 2.

2. 2019 HANGAR LEASE RATES

The airport advisory board had a meeting on November 20, 2018 to discuss the 2019 hangar lease rates at the Worthington Municipal Airport. There were not enough advisory board members present to make an official recommendation, but the members that were in attendance agreed that there should be no change to the hangar lease rates in 2019.

At this time seventeen of the twenty-two available hangars are currently rented for a 77% occupancy rate. Full occupancy would result in an annual revenue of \$31,669.88.

Attached (*Exhibit 2*) is a list of the 2019 proposed annual lease rates.

Staff is requesting Council approval for the 2019 hangar lease rates.

3. AUTHORIZATION TO ADVERTISE FOR BIDS FOR NEW PUBLIC WORKS BUILDING

Worthington City Council at their April 23rd, 2018 meeting approved the purchase of the former M.C.Fitness building for the purpose of remodeling and moving the Public Works Department into that location. The City of Worthington has hired the firm of CBS Squared, to develop architectural and engineering plans, for the new public works building.

City staff has been working with CBS Squared to finalize plans for the remodel and we are nearly at the stage where we are ready to advertise for bids. Our initial date of advertisement was going to be on November 28th, but staff and CBS squared, both feel that we need a couple more days to completely review the plans. Included in your packet as (***Exhibit 3***) are some sketches of the proposed outside of the building and current floor plans for the office and shop area. As it is designed now, CBS Squared estimated probable construction cost to be \$2,340,000. Staff is working to make sure that we properly review all of these plans to ensure that we have a reasonably accurate finale cost estimate.

Staff is requesting Councils authorization to advertise for bids, the remodel of the new public works shop, as soon as staff and CBS Squared finalize plans.

Date of Issuance: November 1, 2018	Effective Date: November 1, 2018
Owner: City of Worthington	Owner's Contract No.:
Contractor: Hulstein Excavating	Contractor's Project No.:
Engineer: Bolton & Menk, Inc.	Engineer's Project No.: F18.116501
Project: Centennial Park Splash Pad	Contract Name: Centennial Park Splash Pad

The Contract is modified as follows upon execution of this Change Order:

Description: Due to the Centennial Park Bathhouse project not moving forward, changes need to be made for the water and storm connections for the project. Also eliminated bid items 2-5 as work was completed by the Owner prior to the start of the work. As per the contractor's request, an additional 10 days have been added to the Milestone 1 completion date, changing the date from November 30, 2018 to December 10, 2018.

Attachments: Added Plan Sheet C4.02 showing the revised layouts and a summary of quantity changes including new items.

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES <i>[note changes in Milestones if applicable]</i>
Original Contract Price: \$ <u>599,892.39</u>	Original Contract Times: Substantial Completion: <u>April 15, 2019</u> Ready for Final Payment: <u>May 20, 2019</u> days or dates
[Increase] [Decrease] from previously approved Change Orders No. <u> </u> to No. <u> </u> : \$ <u>N.A.</u>	[Increase] [Decrease] from previously approved Change Orders No. <u> </u> to No. <u> </u> : Substantial Completion: <u>N.A.</u> Ready for Final Payment: <u>N.A.</u> days
Contract Price prior to this Change Order: \$ <u>476,582.39</u>	Contract Times prior to this Change Order: Substantial Completion: <u>April 15, 2019</u> Ready for Final Payment: <u>May 20, 2019</u> days or dates
Increase of this Change Order: \$ <u>20,041.11</u>	[Increase] [Decrease] of this Change Order: Substantial Completion: <u>N.A.</u> Ready for Final Payment: <u>N.A.</u> days or dates
Contract Price incorporating this Change Order: \$ <u>496,623.50</u>	Contract Times with all approved Change Orders: Substantial Completion: <u>April 15, 2019</u> Ready for Final Payment: <u>May 20, 2019</u> days or dates

RECOMMENDED:		ACCEPTED:	
By: <u>Thomas L. Wente</u>	By: _____	By: <u>Dave Hollman</u>	By: _____
Engineer (if required)	Owner (Authorized Signature)	Contractor (Authorized Signature)	
Title: <u>Project Engineer</u>	Title: _____	Title: <u>Owner</u>	Title: _____
Date: <u>11/2/18</u>	Date: _____	Date: <u>11/6/18</u>	Date: _____

Proposed 2019 Hangar Lease Rates

1-1	Cameron Johnson	\$525.00
1-2	Vacant	\$525.00
1-3	Vacant	\$525.00
1-4	Gary Ewert	\$525.00
1-5	Germain Elsing	\$525.00
1-6	Vacant	\$525.00
2-1	Richard Cross	\$1,070.00
2-2	Wayne Sieverding	\$1,070.00
2-3	Jim Arnt	\$1,070.00
2-4	Vacant	\$1,070.00
2-5	Evan Koep	\$1,070.00
2-6	Jim Malters	\$1,070.00
3-1	Jim Arnt	\$1,450.00
3-2	Vacant	\$1,450.00
3-3	CAP	Free
3-4	Keith Wilson	\$1,450.00
3-5	Carl Hallum	\$1,450.00
3-6	Richard Cross	\$1,450.00
5-1	Jim Arnt	\$8,549.88
5-2	Steve Jackson	\$2,100.00
5-3	Marc Freese	\$2,100.00
5-4	Brian Larson	\$2,100.00

P:\WORK\15202-3 MAINTENANCE FACILITY DD AND CD\CONSTRUCTION DOCUMENTS\ARCHITECTURAL\LOADING ST PLANS\1520-3 - EXTERIOR ELEVATIONS.DWG
11/15/2018 4:55:12 PM

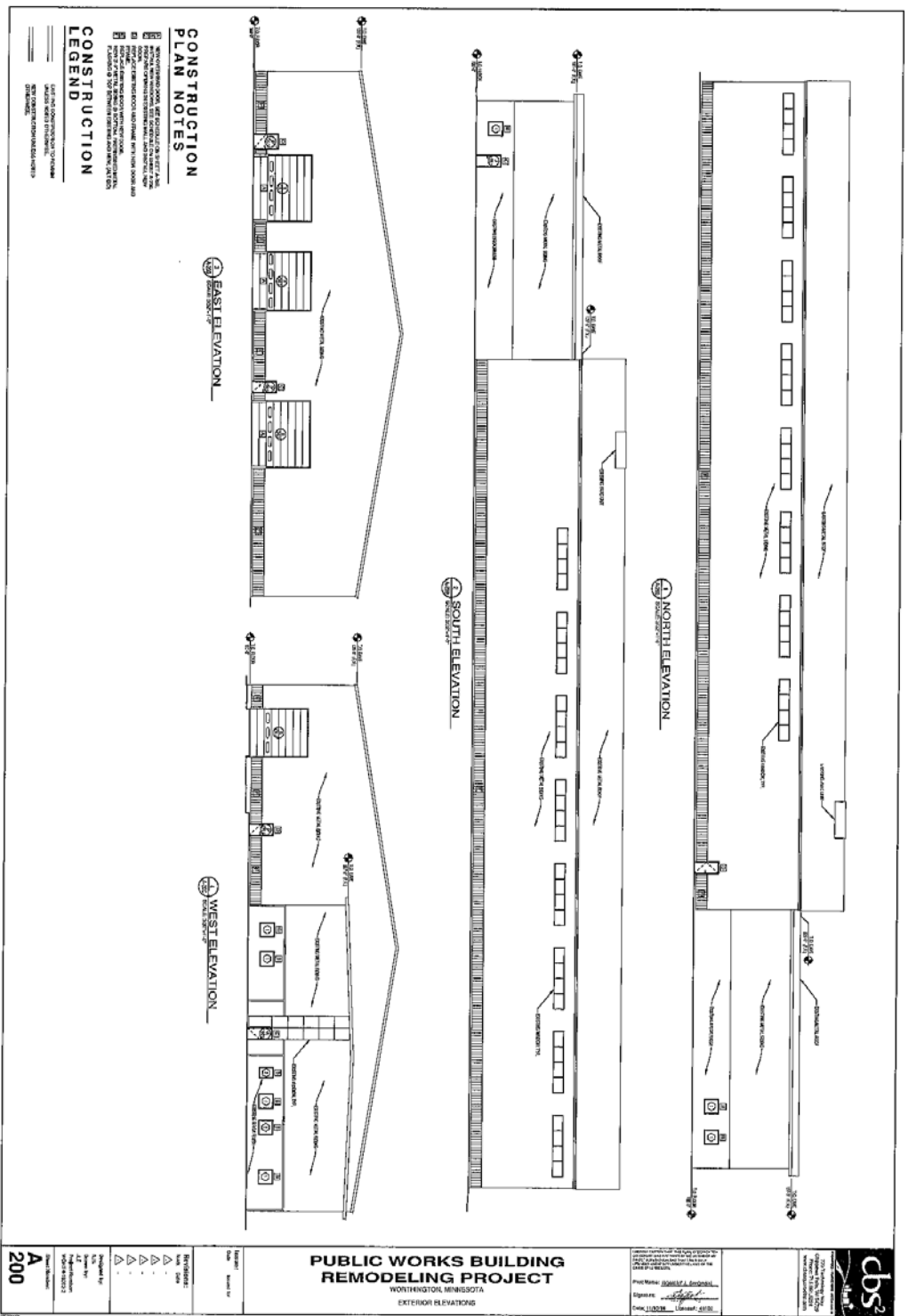


Exhibit 3

Exhibit 3a

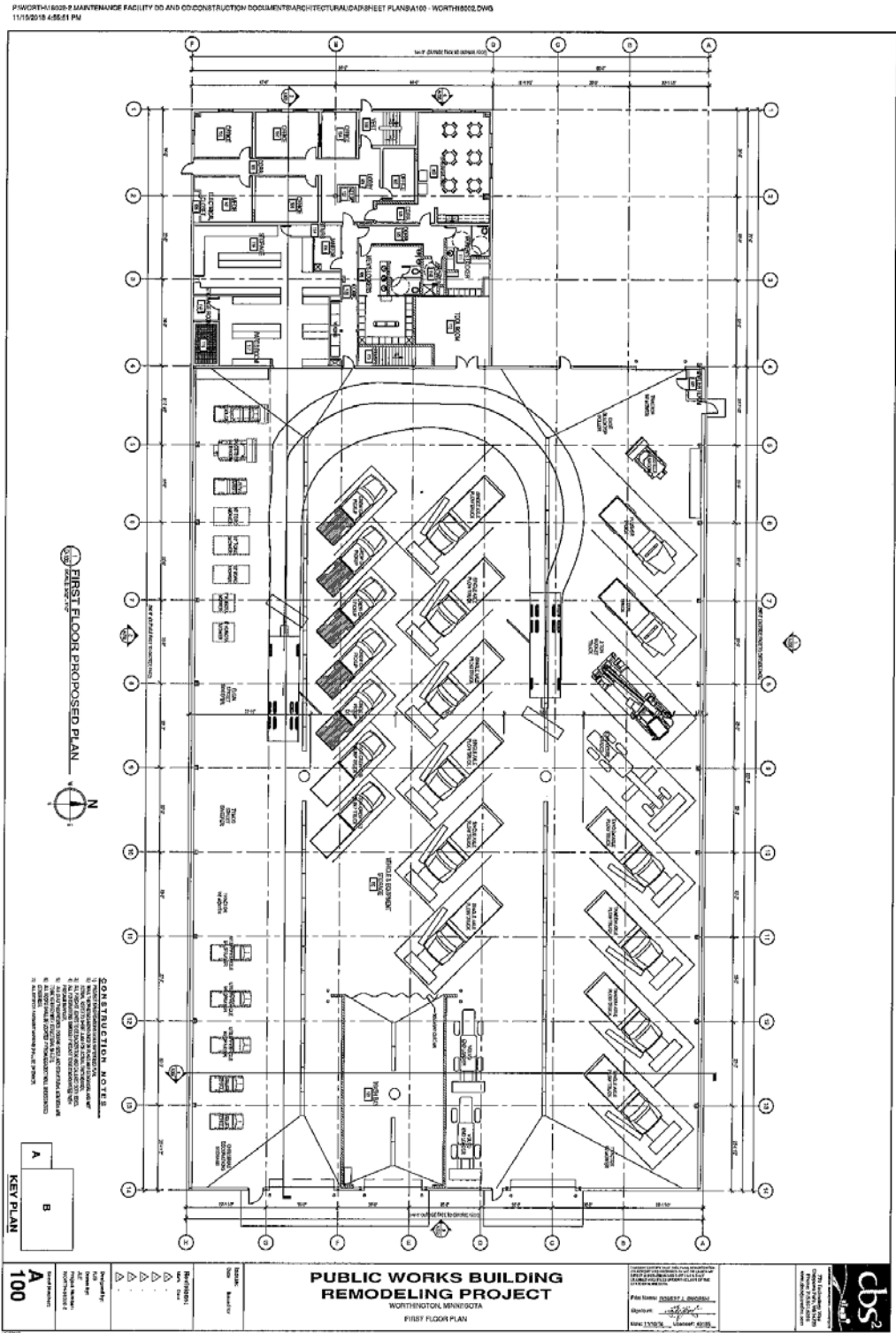


Exhibit 3b

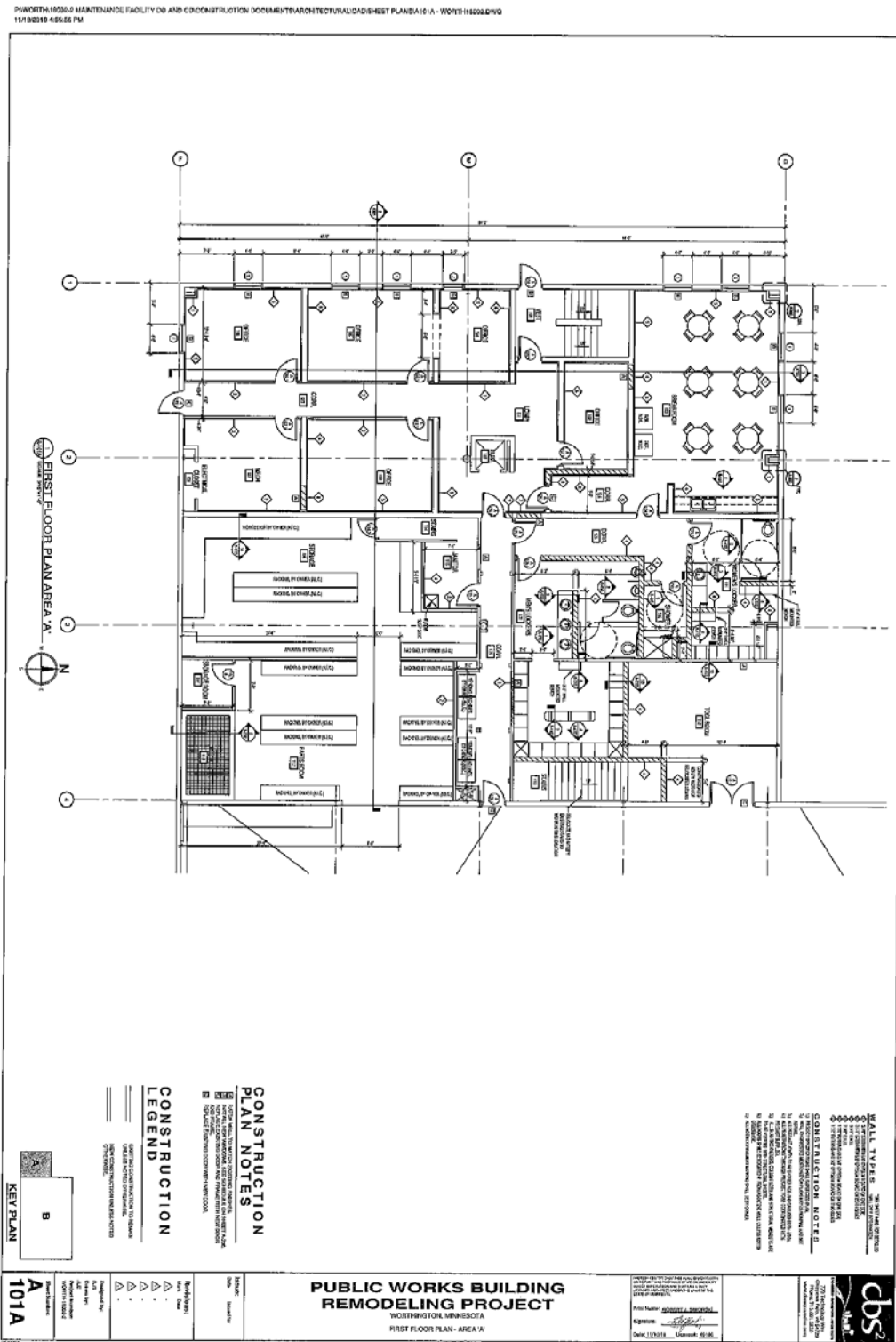


Exhibit 3c

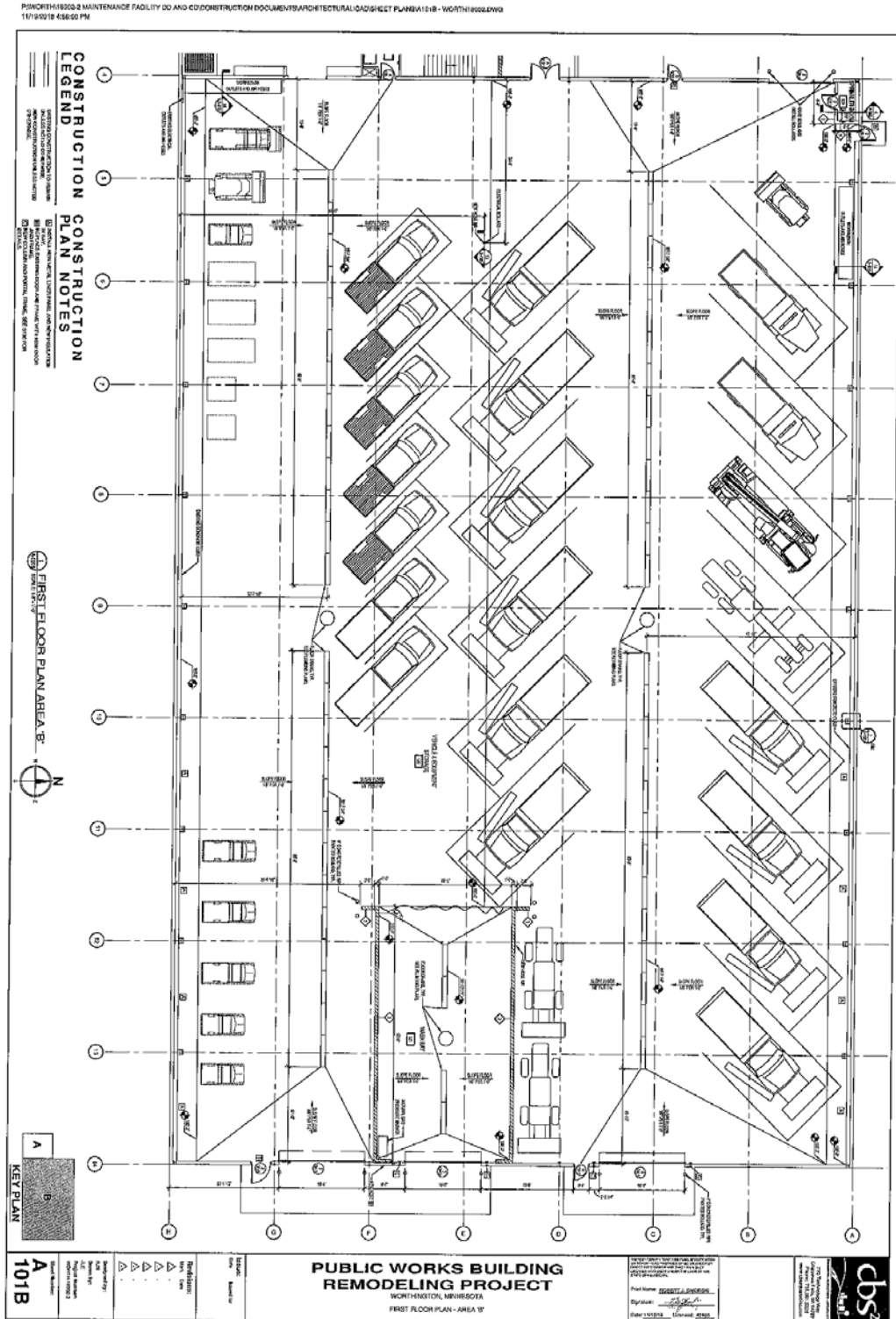


Exhibit 3d

ENGINEERING MEMO

DATE: NOVEMBER 21, 2018
TO: HONORABLE MAYOR AND COUNCIL
SUBJECT: ITEMS REQUIRING COUNCIL ACTION OR REVIEW

AGENDA CASE ITEM

1. PROPOSED 2019 SEWER SERVICE CHARGES

The proposed 2019 Sewer Service Charge System (Sewer Rates) has been developed by staff and was approved by the Water and Light Commission at its November 19, 2018 meeting. The report on the sewer rates is included in Exhibit 1. The total monthly charges and changes from 2018 for various monthly volumes is best presented on page 20 of the report with changes per individual rate parameter detailed on page 19. The average residential user (3,850 gallons per month) will see about a \$1.20/month or 4.2% increase.

The monthly sewer charge consists 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 4.1% for non-industrial users. The usage charge increase is attributable to a variety of cost changes with the most significant change being the increase in the amount to be added to the equipment replacement reserve. The projected change in usage units varies from parameter to parameter but the rate is impacted slightly upward by net effect of those parameters having a projected 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 increase \$.65 or 4.2%. The connection charge increase is a result of various increases with the largest being those for treating I&I and collection system capital improvements.

The total revenue of \$2,153,995 to be generated by the 2018 rates is \$78,881 (3.8%) more than the \$2,075,114 budgeted to be generated from the 2017 rates.

Staff recommends that Council adopt the 2019 Sewer Service Charge System by passing the resolution in Exhibit 1.

Worthington

2019

SEWER SERVICE CHARGE SYSTEM

11/5/2018

Prepared by:

Dwayne Haffield

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">PROJECTION OF CONNECTION UNITS, FLOWS, AND LOADINGS</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, 2018	96,455,592	94,526,480
June - Sept. , 2018 (Sewer)	68,356,669	66,989,536
October - December, 2017	54,764,568	53,669,277
	<hr/>	<hr/>
Total	219,576,829	215,185,292
Monthly Average	18,298,069	17,932,108
Commercial:	9,222,411	9,037,963
Governmental:	0	0
		<hr/>
Subtotal:		26,970,070
Industrial:		2,300,000
Inflow and Infiltration:		22,812,500
		<hr/> <hr/>
TOTAL PER MONTH:		52,082,570

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	17.932108 =	44,866
Commercial:	8.34lb X	300.00	X	9.037963 =	22,613
Public:	8.34lb X	300.00	X	0.000000 =	0
Industrial:					<u>6,300</u>
TOTAL PER MONTH:					73,779

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	17.932108 =	52,344
Commercial:	8.34lb X	350.00	X	9.037963 =	26,382
Public:	8.34lb X	350.00	X	0.000000 =	0
Industrial:					<u>6,000</u>
TOTAL PER MONTH:					84,726

TP:

Residential, Commercial, and Public TP loading is to based on an 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	17.932108 =	1,196
Commercial:	8.34lb X	8.00	X	9.037963 =	603
Public:	8.34lb X	8.00	X	0.000000 =	0
Industrial:					<u>150</u>
TOTAL PER MONTH:					1,949

TABLE 1:
Sewer Users by Classification

Classification	Number of User Connections	Number of Connection 3 Units	Difference
Residential	3690	4750	1060
Commercial	430	430	0
Industrial-SI1	2	2	0
Public-SP1	0	0	0
	<u> </u>	<u> </u>	<u> </u>
TOTAL	4122	5182	1060

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	17.9321	215.1853	44,866	538,394	52,344	628,126	1,196	14,357
Commercial	9.0380	108.4556	22,613	271,356	26,382	316,582	603	7,236
Public	0.0000	0.0000	0	0	0	0	0	0
Industry	2.3000	27.6000	6,300	75,600	6,000	72,000	150	1,800
Infiltration	22.8125	273.7500	0	0	0	0	0	0
	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
TOTALS:	52.0826	624.9908	73,779	885,349	84,726	1,016,708	1,949	23,393

BUDGET DISTRIBUTION

TABLE 3

2019 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	\$189,315	\$23,540	\$442,270	\$35,140	\$32,630				\$722,895	33.56%
Supplies: chemicals for TP			\$122,500						\$122,500	5.69%
Supplies: all other	\$20,250	\$2,000	\$54,700	\$1,500	\$5,000				\$83,450	3.87%
Other Services and Charges	\$61,300	\$24,000	\$265,250	\$77,400	\$60,560				\$488,510	22.68%
Subtotal	\$270,865	\$49,540	\$884,720	\$114,040	\$98,190	\$0	\$0	\$0	\$1,417,355	65.80%
Treatment Fixed Assets							\$0		\$0	0.00%
Collection O&M Fixed Assets							\$427,680		\$427,680	19.85%
Collection System Improvements										
Principal (Collection)								\$0	\$0	0.00%
Principal (Post 87 WWTP)								\$0	\$0	0.00%
Interest (Collection)								\$0	\$0	0.00%
Interest (Post 87 WWTP)								\$0	\$0	0.00%
For Capital Projects									\$0	0.00%
For Equipment Revolving						\$34,017			\$34,017	1.58%
For Equipment Replacement						\$275,041			\$275,041	12.77%
Subtotal	\$0	\$0	\$0	\$0	\$0	\$309,058	\$427,680	\$0	\$736,738	34.20%
TOTAL	\$270,865	\$49,540	\$884,720	\$114,040	\$98,190	\$309,058	\$427,680	\$0	\$2,154,093	100.00%

* Costs exclude \$45,000 in costs for Laboratory to be financed by revenues for Laboratory Services

** Includes \$198,275 to reserve for equipment replacement to compensate for interest earnings under 6%

*** Costs exclude \$10,000 carry over, \$5,000 use of ERS and \$925,000 use of reserves for treatment fixed assets

*** Costs exclude \$121,700 carry over for collection system improvements

<p style="text-align: center;">DISTRIBUTION OF ADMINISTRATIVE AND GENERAL BUDGET</p>

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	\$21,500
TOTAL	\$21,500

<u>Cost Category</u>	<u>Salary Costs</u>	<u>Distribution</u>	<u>Benefits</u>
Treatment O&M	\$442,270	61.18%	\$13,154
Collection O&M	\$189,315	26.19%	\$5,631
I&I Abatement Program	\$23,540	3.26%	\$700
Customer Services	\$32,630	4.51%	\$970
SUBTOTAL	\$687,755	95.14%	\$20,455
Administration	\$35,140	4.86%	\$1,045
TOTAL	\$722,895	100.00%	\$21,500

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:	\$114,040
Labor Costs to be distributed to others:	\$20,455
Administrative and General Budget Balance:	<u>\$93,585</u>

Distribution of Administrative and General Budget
Balance to Treatment and Collection

	Budget	Additional Labor Costs	TOTAL
Treatment O&M:	\$884,720	\$13,154	\$897,874
Collection O&M:	<u>\$270,865</u>	<u>\$5,631</u>	<u>\$276,496</u>
	\$1,155,585	\$18,784	\$1,174,369
Treatment Factor:	<u>\$897,874</u>	0.765	
	\$1,174,369		
Collection Factor:	<u>\$276,496</u>	0.235	
	\$1,174,369		

Distribution to Treatment O&M

Admin & General Bdgt Balan X Treatment factor = \$71,551

Distribution to Collection O&M

Admin & General Bdgt Balan X Collection factor = \$22,034

TOTAL \$93,585

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	
<hr/>	

To Treatment (Other charges & services):	\$9,250
To Collection Maintenance:	\$24,767
	<hr/>
TOTAL	\$34,017

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.

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

<p align="center">SUMMARY OF TREATMENT OPERATION AND MAINTENANCE COSTS</p>

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 later 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)	\$442,270	\$122,500	\$319,950
Labor Costs from Admin & General	\$13,154		
Administrative & General (49610)			\$71,551
Fund Equity Inc. (26000)			\$9,250
Treatment Fixed Assets (49730)			\$0
TOTAL	\$455,424	\$122,500	\$400,751

<p align="center">SUMMARY OF COLLECTION OPERATION AND MAINTENANCE COSTS</p>
--

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)	\$270,865
Labor Costs from Admin & General	\$5,631
Administrative & General (49610)	\$22,034
Fund Equity Inc. (26000)	\$24,767
Collection O&M Fixed Assets (49760)	\$0
TOTAL	\$323,296

**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:

<u>COSTS</u>	<u>TOTAL</u>	<u>FLOW</u>	<u>BOD</u>	<u>TSS</u>	<u>TP</u>	<u>I&I (con 1)</u>
Treatment O & M	100.00% \$978,675	20.82% \$203,724	23.34% \$228,462	31.61% \$309,383	24.23% \$237,106	\$0
Equipment Repl.	100.00% \$275,041	33.19% \$91,282	30.90% \$84,977	23.00% \$63,252		12.92% \$35,530
Collection O & M	100.00% \$323,296	100.00% \$323,296				
TOTALS	\$1,577,012	\$618,302	\$313,439	\$372,635	\$237,106	\$35,530

**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.

<u>COSTS</u>	<u>TOTAL</u>	<u>FLOW</u>	<u>BOD</u>	<u>TSS</u>	<u>TP</u>	<u>I&I (con 1)</u>
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 % of Total O & M	3	4 Distribution by item of O & M cost (excluding labor) to causative elements	5	6	7	8 Distribution of plant O & M cost (excluding labor) to causative elements	9	10
	(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 % of Total Labor Costs	3	4 Distribution by item of O & M labor costs causative elements	5	6	7	8 Distribution of plant O & M labor costs causative elements	9	10
		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	\$455,423.78	46.53%	17.57%	29.59%	38.97%	13.87%	8.18%	13.77%	18.14%	6.45%
TP Chemical	\$122,500.00	12.52%				100.00%				12.52%
All other costs	\$400,751.27	40.95%	30.86%	23.38%	32.91%	12.84%	12.64%	9.57%	13.48%	5.26%
TOTAL	\$978,675.05	87.48%					20.82%	23.34%	31.61%	24.23%

TABLE 7
WWTP CONSTRUCTION COSTS AND ALLOCATION TABLE

PLANT COMPONENT	CONSTRUCTION COST	EST. USEFUL LIFE	ALLOCATION				
			FLOW	TP	BOD	TSSI&I (CON 1)	
Equalization Basin	\$1,088,365	20	0.0%	--	0.0%	0.0%	100.0%
Equalization Pump Station	\$475,285	20	0.0%	--	0.0%	0.0%	100.0%
Maintenance Building	\$105,346	30	33.3%	--	33.3%	33.3%	0.0%
Control Building	\$401,051	30	33.3%	--	33.3%	33.3%	0.0%
Primary Clarifiers	\$209,322	20	80.0%	--	10.0%	10.0%	0.0%
Exstg T. Filter Pump Station	\$61,733	20	90.0%	--	5.0%	5.0%	0.0%
New T. Filter Pump Stations	\$855,485	20	90.0%	--	5.0%	5.0%	0.0%
Trickling Filter Improvements	\$1,351,588	20	40.0%	--	60.0%	0.0%	0.0%
Int/Final Clarifier Impr.	\$326,572	20	80.0%	--	10.0%	10.0%	0.0%
Chlorination System	\$75,217	20	80.0%	--	10.0%	10.0%	0.0%
Digester Complex	\$708,096	20	10.0%	--	30.0%	60.0%	0.0%
Yard Piping	\$797,152	50	90.0%	--	0.0%	10.0%	0.0%
Site Work	\$655,357	50	33.3%	--	33.3%	33.3%	0.0%
Heating/Ventilating	\$192,678	15	33.3%	--	33.3%	33.3%	0.0%
Electrical/Instrumentation	\$633,556	15	33.3%	--	33.3%	33.3%	0.0%
Sludge Vehicle	\$105,346	10	10.0%	--	30.0%	60.0%	0.0%
Sludge Lagoons	\$15,851	50	10.0%	--	30.0%	60.0%	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	\$23,718	\$17,655	\$9,917
			33.19%	30.90%	23.00%	12.92%

**DETERMINATION
of
USAGE RATES**

DETERMINATION OF USER CHARGE

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:

$$\text{UNIT RATE per 1000 gal} = \frac{\$618,302}{624,990,843} \times 1000 = \$0.98930$$

BOD:

$$\text{UNIT RATE per pound} = \frac{\$313,439}{885,349} = \$0.35403$$

TSS:

$$\text{UNIT RATE per pound} = \frac{\$372,635}{1,016,708} = \$0.36651$$

TP:

$$\text{UNIT RATE per pound} = \frac{\$237,106}{23,393} = \$10.13561$$

DETERMINATION OF DEBT SERVICE CHARGE

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:

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

WWTP DEBT SERVICE COSTS NOT RECOVERED BY DEBT SERVICE CHARGE

FLOW:

$$(835850000 - 624990842.8) / 1000 \times \$0.00000 = \$0$$

BOD:

$$(2837875 - 885349) \times \$0.00000 = \$0$$

TSS:

$$(2296215 - 1016708) \times \$0.00000 = \$0$$

TOTAL:

\$0

CALCULATION OF USAGE CHARGE

The Usage Charge is the sum of both the User Charge and the Debt Service Charge.

FLOW:

User Charge :	\$0.98930
Debt Service Charge :	\$0.00000
	<hr/>
UNIT RATE per 1000 gal =	\$0.98930

BOD:

User Charge :	\$0.35403
Debt Service Charge :	\$0.00000
	<hr/>
UNIT RATE per pound =	\$0.35403

TSS:

User Charge :	\$0.36651
Debt Service Charge :	\$0.00000
	<hr/>
UNIT RATE per pound =	\$0.36651

TP:

User Charge :	\$10.13561
Debt Service Charge :	\$0.00000
	<hr/>
UNIT RATE per pound =	\$10.13561

DETERMINATION OF USAGE RATE PER 1000 GALLONS FOR NON INDUSTRIAL BILLING
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FLOW						\$0.98930
BOD:	.001 MG X 8.34 X	300.00	=	2.5020		
	2.502 LB X	\$0.3540	=	\$0.88578		
TSS:	.001 MG X 8.34 X	350.00	=	2.9190		
	2.919 LB X	\$0.3665	=	\$1.06984		
TP:	.001 MG X 8.34 X	8.00	=	0.0667		
	0.06672 LB X	\$10.1356	=	\$0.67625		
TOTAL COST PER 1000 GALLONS:						<hr/> \$3.621

**DETERMINATION
of
CONNECTION CHARGES**

DETERMINATION OF CONNECTION CHARGE

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 mgd.

TABULATION OF CONNECTION 1 COSTS:

Customer Service & Info - 49640 (Billing Admin):				\$98,190
Customer Service Labor Costs from Admin & General:				\$970
I&I Equipment Replacement:				\$35,530
I&I contribution to flow user charge:				
	273,750 gal/1000 X	\$0.989	=	\$270,821
I&I Program:				\$49,540
I&I Program Labor Costs from Admin & General:				\$700
TOTAL CONNECTION 1:				\$455,752

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
TOTAL CONNECTION 2:				\$0

TABULATION OF CONNECTION 3 COSTS:

Collection Improvements (fixed assets):		\$427,680
All pre 1988 Debt Service:		\$0
Collection Debt Service:		\$0
Reserve Capacity Debt Service:		\$0
TOTAL COLLECTION 3:		\$427,680

DETERMINATION OF CONNECTION 1 RATE:

$$\text{Unit Rate} = \frac{\$455,752}{4122} \times \frac{1}{12} = \$9.21$$

DETERMINATION OF CONNECTION 2 RATE:

$$\text{Unit Rate} = \frac{\$0}{4122} \times \frac{1}{12} = \$0.00$$

DETERMINATION OF CONNECTION 3 RATE:

$$\text{Unit Rate} = \frac{\$427,680}{5182} \times \frac{1}{12} = \$6.88$$

TOTAL MINIMUM CONNECTION CHARGE / MN:	<hr/>	\$16.09
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CHARGE FOR EACH ADDITIONAL DWELLING / MN:		\$6.88
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INFORMATION SUMMARY

SUMMARY OF RATE CHANGES

	2014	2015	2016	2017	2018	2019	2019-18
Flow O&M Costs	\$497,233	\$514,994	\$536,876	\$554,704	\$571,479	\$618,302	8.19%
Flow O&M Units	644,348,369	627,734,098	636,059,537	631,338,510	627,224,086	624,990,843	-0.36%
Flow User Rate	0.77168	0.82040	0.84407	0.87862	0.91112	0.98930	8.58%
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	\$0.77168	\$0.82040	\$0.84407	\$0.87862	\$0.91112	\$0.98930	8.58%
BOD O&M Costs	\$250,442	\$260,088	\$275,927	\$286,713	\$297,767	\$313,439	5.26%
BOD O&M Units	921,180	888,613	898,629	889,819	885,530	885,349	-0.02%
BOD User Rate	0.27187	0.29269	0.30705	0.32222	0.33626	0.35403	5.28%
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	\$0.27187	\$0.29269	\$0.30705	\$0.32222	\$0.33626	\$0.35403	5.28%
TSS O&M Costs	\$310,502	\$321,489	\$336,187	\$348,058	\$358,983	\$372,635	3.80%
TSS O&M Units	1,063,709	1,000,715	1,005,200	1,011,722	1,006,718	1,016,708	0.99%
TSS User Rate	0.29191	0.32126	0.33445	0.34403	0.35659	0.36651	2.78%
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	\$0.29191	\$0.32126	\$0.33445	\$0.34403	\$0.35659	\$0.36651	2.78%
TP O&M Costs	\$259,571	\$252,720	\$255,105	\$248,258	\$250,471	\$237,106	-5.34%
TP O&M Units	24,905	24,176	24,731	24,617	24,382	23,393	-4.06%
TP User Rate	10.42253	10.45318	10.31500	10.08504	10.27274	10.13561	-1.33%
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	\$10.42253	\$10.45318	\$10.31500	\$10.08504	\$10.27274	\$10.13561	-1.33%
Nonind. Usage Rt. per 1000 gal.	\$2.999	\$3.188	\$3.277	\$3.362	\$3.479	\$3.621	4.08%
Conn. 1 Costs	\$381,476	\$400,665	\$402,863	\$415,944	\$429,228	\$455,752	6.18%
Conn. 1 Units	48,204	48,204	48,384	48,684	49,284	49,464	0.37%
Conn. 1 Rate	\$7.91	\$8.31	\$8.33	\$8.54	\$8.71	\$9.21	5.74%
Conn. 2 Costs	\$0	\$0	\$0	\$0	\$0	\$0	NA
Conn. 2 Units	48,204	48,204	48,384	48,684	49,284	49,464	NA
Conn. 2 Rate	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	NA
Conn. 3 Costs	\$397,200	\$402,770	\$406,430	\$439,890	\$416,220	\$427,680	2.75%
Conn. 3 Units	60,804	60,864	60,984	61,284	61,884	62,184	0.48%
Conn. 3 Rate	\$6.53	\$6.62	\$6.66	\$7.18	\$6.73	\$6.88	2.23%
Total Connection	\$14.44	\$14.93	\$14.99	\$15.72	\$15.44	\$16.09	4.21%

TYPICAL BILLS

RESIDENTIAL, COMMERCIAL, AND PUBLIC:

<u>Usage</u>	<u>2018</u>	<u>2019 Rate</u>	<u>% Change</u>
2,000 gal/mnth	\$22.40	\$23.33	4.15%
3,000 gal/mnth	\$25.88	\$26.95	4.13%
3,850 gal/mnth*	\$28.80	\$30.03	4.27%
5,000 gal/mnth	\$32.84	\$34.20	4.14%
10,000 gal/mnth	\$50.23	\$52.30	4.12%
15,000 gal/mnth	\$67.63	\$70.41	4.11%
20,000 gal/mnth	\$85.02	\$88.51	4.10%
40,000 gal/mnth	\$154.60	\$160.93	4.09%
60,000 gal/mnth	\$224.18	\$233.35	4.09%

* AVERAGE MONTHLY USAGE PER DWELLING UNIT 3,850

<p>2019 SEWER SERVICE CHARGE SYSTEM REVENUE PROJECTIONS BY USER CLASSIFICATION</p>

RESIDENTIAL:	\$1,579,164.74
COMMERCIAL:	\$475,741.95
PUBLIC:	\$0.00
INDUSTRIAL:	\$99,088.33

TOTAL	\$2,153,995.02

RESOLUTION NO. 2018-11-____
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 2019 Sewer Service Charge System dated November 5, 2018, establishing rates and charges for the year 2019; and

WHEREAS, The Water and Light Commission did, on November 19, 2018, approve the 2019 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 2019 Sewer Service Charge System, prepared by the City Engineer, and dated November 5, 2018, be hereby adopted.
2. That said Sewer Service Charge System is to be effective with the January 2019 billing period.

Adopted by the City Council of the City of Worthington, Minnesota, this the 26th day of November, 2018.

Mayor

City Clerk

COMMUNITY DEVELOPMENT MEMO**DATE: NOVEMBER 26, 2018****TO: HONORABLE MAYOR AND CITY COUNCIL****SUBJECT: ITEMS REQUIRING CITY COUNCIL ACTION OR REVIEW****CASE ITEMS****1. APPROVE PLANS AND AUTHORIZE ADVERTISEMENT FOR BIDS FOR HOTEL THOMPSON
REROOFING PROJECT**

At the October 22, 2018 City Council meeting, Council authorized entering into a professional services agreement with SEH, Inc. to prepare roof design and bid documents to reroof the Hotel Thompson. Pursuant to the contract approved by Council at its October 22 meeting, the firm of SEH has prepared plans and specifications for the project. The Hotel Thompson Building Reroofing project includes the removal and replacement of approximately 15,500 square feet of existing roofing materials. The new roofing will consist of a 60 mil EPDM single ply membrane and new metal roof edge flashing. The roofing systems will be specified with 20-year warranty. Estimated costs, including design fees, are approximately \$350,000. Asbestos was discovered during the site investigation and had not been factored into previous estimates to reroof the building.

The remaining fund balance of a previous housing fund generated by TIF at the subject property will be used to partially fund the project. The total cost of the project will be assessed against the property pursuant to State Statutes.

Staff recommends approving the plans and authorizing advertisement for bids to be received on December 19, 2018 and considered by the Council at its December 26, 2018 meeting.

Council action is requested.

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
BOLTON & MENK INC	11/16/18	FACILITY PLAN-WW TREATMENT	MUNICIPAL WASTEWAT	O-PURIFY MISC	1,365.00_
				TOTAL:	1,365.00
CORE & MAIN LP	11/16/18	BEDFORD IND TAPPING SADDLE WATER		O-DIST UNDERGRND LINES	1,604.90
	11/16/18	STAINLESS REPAIR CLAMPW/1" WATER		O-DIST UNDERGRND LINES	203.96_
				TOTAL:	1,808.86
FRONTIER COMMUNICATION SERVICES	11/16/18	PHONE SERVICE	WATER	O-PUMPING	58.56
	11/16/18	PHONE SERVICE	WATER	O-PURIFY MISC	69.23
	11/16/18	PHONE SERVICE	WATER	O-DISTR MISC	54.14
	11/16/18	PHONE SERVICE	WATER	ADMIN OFFICE SUPPLIES	27.07
	11/16/18	PHONE SERVICE	WATER	ACCTS-RECORDS & COLLEC	91.98
	11/16/18	PHONE SERVICE	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	360.87
	11/16/18	PHONE SERVICE	MUNICIPAL WASTEWAT	O-PURIFY SUPERVISION	27.07
	11/16/18	PHONE SERVICE	MUNICIPAL WASTEWAT	O-PURIFY MISC	41.71
	11/16/18	PHONE SERVICE	MUNICIPAL WASTEWAT	ADMIN OFFICE SUPPLIES	27.07
	11/16/18	PHONE SERVICE	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	87.94
	11/16/18	PHONE SERVICE	ELECTRIC	O-SOURCE MISC	68.40
	11/16/18	PHONE SERVICE	ELECTRIC	O-DISTR SUPER & ENG	52.64
	11/16/18	PHONE SERVICE	ELECTRIC	O-DISTR STATION EXPENS	121.04
	11/16/18	PHONE SERVICE	ELECTRIC	O-DISTR MISC	26.32
	11/16/18	PHONE SERVICE	ELECTRIC	ADMIN OFFICE SUPPLIES	63.41
	11/16/18	PHONE SERVICE	ELECTRIC	ACCTS-RECORDS & COLLEC	276.16
	11/16/18	PHONE SERVICE	ELECTRIC	ACCTS-ASSISTANCE	38.14_
				TOTAL:	1,491.75
GRETCHEN ENNIS PHOTOGRAPHY & DESIGN	11/16/18	L & C CEREMONY INVITATIONS	WATER	O-SOURCE WELLS & SPRNG	42.00_
				TOTAL:	42.00
INTL UNION LOCAL #49	11/16/18	UNION DUES	GENERAL FUND	NON-DEPARTMENTAL	77.03
	11/16/18	UNION DUES	GENERAL FUND	NON-DEPARTMENTAL	47.00
	11/16/18	UNION DUES	RECREATION	NON-DEPARTMENTAL	70.12
	11/16/18	UNION DUES	RECREATION	NON-DEPARTMENTAL	75.03
	11/16/18	UNION DUES	IMPROVEMENT CONST	NON-DEPARTMENTAL	2.87
	11/16/18	UNION DUES	WATER	NON-DEPARTMENTAL	87.50
	11/16/18	UNION DUES	WATER	NON-DEPARTMENTAL	87.50
	11/16/18	UNION DUES	MUNICIPAL WASTEWAT	NON-DEPARTMENTAL	123.07
	11/16/18	UNION DUES	MUNICIPAL WASTEWAT	NON-DEPARTMENTAL	121.61
	11/16/18	UNION DUES	STORM WATER MANAGE	NON-DEPARTMENTAL	26.40
	11/16/18	UNION DUES	STORM WATER MANAGE	NON-DEPARTMENTAL	50.99
	11/16/18	UNION DUES	AIRPORT	NON-DEPARTMENTAL	0.88_
				TOTAL:	770.00
KUHLE, MICHAEL	11/16/18	CGMC SUMMER CONF TRAVEL	GENERAL FUND	MAYOR AND COUNCIL	106.82_
				TOTAL:	106.82
LAW ENF LABOR SERV INC #4	11/16/18	UNION DUES	GENERAL FUND	NON-DEPARTMENTAL	490.00
	11/16/18	UNION DUES	GENERAL FUND	NON-DEPARTMENTAL	490.00_
				TOTAL:	980.00
MINNESOTA BENEFIT ASSOCIATION	11/16/18	MN BENEFITS	GENERAL FUND	NON-DEPARTMENTAL	70.83
	11/16/18	MN BENEFITS	GENERAL FUND	NON-DEPARTMENTAL	65.94
	11/16/18	MN BENEFITS	GENERAL FUND	NON-DEPARTMENTAL	67.17
	11/16/18	MN BENEFITS	GENERAL FUND	NON-DEPARTMENTAL	61.79
	11/16/18	INSURANCE	GENERAL FUND	PAVED STREETS	99.10
	11/16/18	INSURANCE	GENERAL FUND	PUBLIC WORK SHOP	14.50

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
	11/16/18	INSURANCE	GENERAL FUND	ICE AND SNOW REMOVAL	13.29
	11/16/18	MN BENEFITS	RECREATION	NON-DEPARTMENTAL	27.51
	11/16/18	MN BENEFITS	RECREATION	NON-DEPARTMENTAL	32.40
	11/16/18	MN BENEFITS	RECREATION	NON-DEPARTMENTAL	5.23
	11/16/18	MN BENEFITS	RECREATION	NON-DEPARTMENTAL	10.61
	11/16/18	MN BENEFITS	WATER	NON-DEPARTMENTAL	4.79
	11/16/18	MN BENEFITS	WATER	NON-DEPARTMENTAL	4.79
	11/16/18	INSURANCE	WATER	GENERAL ADMIN	32.08
	11/16/18	MN BENEFITS	MUNICIPAL WASTEWAT	NON-DEPARTMENTAL	100.75
	11/16/18	MN BENEFITS	MUNICIPAL WASTEWAT	NON-DEPARTMENTAL	100.75
	11/16/18	MN BENEFITS	MUNICIPAL WASTEWAT	NON-DEPARTMENTAL	89.40
	11/16/18	MN BENEFITS	MUNICIPAL WASTEWAT	NON-DEPARTMENTAL	89.40
	11/16/18	INSURANCE	MUNICIPAL WASTEWAT	O-PURIFY LABORATORY	0.01
	11/16/18	INSURANCE	MUNICIPAL WASTEWAT	GENERAL ADMIN	25.66
	11/16/18	MN BENEFITS	ELECTRIC	NON-DEPARTMENTAL	37.22
	11/16/18	MN BENEFITS	ELECTRIC	NON-DEPARTMENTAL	37.22
	11/16/18	INSURANCE	ELECTRIC	O-SOURCE SUPER & ENG	9.76
	11/16/18	INSURANCE	ELECTRIC	O-DISTR SUPER & ENG	175.66
	11/16/18	INSURANCE	ELECTRIC	M-SOURCE SUPER & ENF	9.76
	11/16/18	INSURANCE	ELECTRIC	GENERAL ADMIN	156.10
	11/16/18	INSURANCE	STORM WATER MANAGE	STORM DRAINAGE	12.08
	11/16/18	MN BENEFITS	LIQUOR	NON-DEPARTMENTAL	21.51
	11/16/18	MN BENEFITS	LIQUOR	NON-DEPARTMENTAL	21.51
	11/16/18	INSURANCE	AIRPORT	O-GEN MISC	54.38_
				TOTAL:	1,451.20
MINNESOTA CHILD SUPPORT PAYMENT CTR	11/16/18	GARNISHMENT	GENERAL FUND	NON-DEPARTMENTAL	47.06
	11/16/18	SUPPORT ORDER	GENERAL FUND	NON-DEPARTMENTAL	60.56
	11/16/18	SUPPORT ORDER	STORM WATER MANAGE	NON-DEPARTMENTAL	54.80_
				TOTAL:	162.42
MINNESOTA ENERGY RESOURCES CORP	11/16/18	GAS SERVICE	GENERAL FUND	GENERAL GOVT BUILDINGS	281.45
	11/16/18	GAS SERVICE	GENERAL FUND	PAVED STREETS	73.00
	11/16/18	GAS SERVICE	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	1,216.00
	11/16/18	GAS SERVICE	WATER	O-PURIFY MISC	111.00
	11/16/18	GAS SERVICE	WATER	O-DISTR MISC	73.00
	11/16/18	GAS SERVICE	WATER	O-DISTR MISC	16.86
	11/16/18	GAS SERVICE	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	24.34
	11/16/18	GAS SERVICE	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	17.91
	11/16/18	GAS SERVICE	ELECTRIC	O-DISTR MISC	78.39
	11/16/18	GAS SERVICE	ELECTRIC	O-DISTR MISC	19.23
	11/16/18	GAS SERVICE	LIQUOR	O-GEN MISC	56.56_
				TOTAL:	1,967.74
MISCELLANEOUS V BECK DONNA DAY	11/16/18	REFUND OF CREDITS-ACCTS FI	GARBAGE COLLECTION	NON-DEPARTMENTAL	11.09
CAMOS LAZO NIDIA Y	11/16/18	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	NON-DEPARTMENTAL	47.29
CAMOS LAZO NIDIA Y	11/16/18	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	ACCTS-RECORDS & COLLEC	1.60
FERGUSON MYRIL D	11/16/18	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	150.00
NYAW HEH	11/16/18	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	NON-DEPARTMENTAL	71.59
NYAW HEH	11/16/18	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	ACCTS-RECORDS & COLLEC	1.27
PAPAS IN WORTHINGTON L	11/16/18	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	NON-DEPARTMENTAL	266.96
PAPAS IN WORTHINGTON L	11/16/18	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	ACCTS-RECORDS & COLLEC	4.71
PENAREDONDO CELSO	11/16/18	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	25.00
ROSARIO MAZARIEGOS YOJ	11/16/18	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	NON-DEPARTMENTAL	41.26
ROSARIO MAZARIEGOS YOJ	11/16/18	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	ACCTS-RECORDS & COLLEC	0.84
RYDEEN MARY	11/16/18	CUSTOMER REBATES	ELECTRIC	CUSTOMER INSTALL EXPEN	50.00

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
VANDENBOSCH DAWN R	11/16/18	REFUND OF DEPOSITS-ACCTS F WATER		NON-DEPARTMENTAL	35.00
VANDENBOSCH DAWN R	11/16/18	REFUND OF DEPOSITS-ACCTS F WATER		ACCTS-RECORDS & COLLEC	0.48
VANDENBOSCH DAWN R	11/16/18	REFUND OF DEPOSITS-ACCTS F MUNICIPAL WASTEWAT		NON-DEPARTMENTAL	45.00
VANDENBOSCH DAWN R	11/16/18	REFUND OF DEPOSITS-ACCTS F MUNICIPAL WASTEWAT		ACCT-RECORDS & COLLECT	0.61
VANDENBOSCH DAWN R	11/16/18	REFUND OF DEPOSITS-ACCTS F ELECTRIC		NON-DEPARTMENTAL	75.00
VANDENBOSCH DAWN R	11/16/18	REFUND OF DEPOSITS-ACCTS F ELECTRIC		ACCTS-RECORDS & COLLEC	1.02
VANDENBOSCH DAWN R	11/16/18	REFUND OF DEPOSITS-ACCTS F GARBAGE COLLECTION		NON-DEPARTMENTAL	30.00
VANDENBOSCH DAWN R	11/16/18	REFUND OF CREDITS-ACCTS FI GARBAGE COLLECTION		NON-DEPARTMENTAL	3.63
VANDENBOSCH DAWN R	11/16/18	REFUND OF DEPOSITS-ACCTS F GARBAGE COLLECTION		ACCTS-RECORDS & COLLEC	0.41
VICENTE MACMILLAN DANA	11/16/18	REFUND OF DEPOSITS-ACCTS F ELECTRIC		NON-DEPARTMENTAL	8.77
VICENTE MACMILLAN DANA	11/16/18	REFUND OF DEPOSITS-ACCTS F ELECTRIC		ACCTS-RECORDS & COLLEC	1.15_
				TOTAL:	872.68
NCPCERS MINNESOTA 851801	11/16/18	LIFE INS	GENERAL FUND	NON-DEPARTMENTAL	155.57
	11/16/18	LIFE INS	GENERAL FUND	NON-DEPARTMENTAL	150.43
	11/16/18	INSURANCE	GENERAL FUND	NON-DEPARTMENTAL	16.00
	11/16/18	LIFE INS	MEMORIAL AUDITORIUM	NON-DEPARTMENTAL	8.00
	11/16/18	LIFE INS	MEMORIAL AUDITORIUM	NON-DEPARTMENTAL	8.00
	11/16/18	LIFE INS	RECREATION	NON-DEPARTMENTAL	22.80
	11/16/18	LIFE INS	RECREATION	NON-DEPARTMENTAL	24.00
	11/16/18	LIFE INS	PIR/TRUNKS	NON-DEPARTMENTAL	3.60
	11/16/18	LIFE INS	PIR/TRUNKS	NON-DEPARTMENTAL	3.60
	11/16/18	LIFE INS	IMPROVEMENT CONST	NON-DEPARTMENTAL	1.41
	11/16/18	LIFE INS	WATER	NON-DEPARTMENTAL	18.10
	11/16/18	LIFE INS	WATER	NON-DEPARTMENTAL	18.22
	11/16/18	LIFE INS	MUNICIPAL WASTEWAT	NON-DEPARTMENTAL	26.91
	11/16/18	LIFE INS	MUNICIPAL WASTEWAT	NON-DEPARTMENTAL	26.21
	11/16/18	LIFE INS	ELECTRIC	NON-DEPARTMENTAL	36.04
	11/16/18	LIFE INS	ELECTRIC	NON-DEPARTMENTAL	35.96
	11/16/18	LIFE INS	STORM WATER MANAGE	NON-DEPARTMENTAL	8.98
	11/16/18	LIFE INS	STORM WATER MANAGE	NON-DEPARTMENTAL	12.07
	11/16/18	LIFE INS	LIQUOR	NON-DEPARTMENTAL	16.00
	11/16/18	LIFE INS	LIQUOR	NON-DEPARTMENTAL	16.00
	11/16/18	LIFE INS	AIRPORT	NON-DEPARTMENTAL	0.10
	11/16/18	LIFE INS	DATA PROCESSING	NON-DEPARTMENTAL	16.00
	11/16/18	LIFE INS	DATA PROCESSING	NON-DEPARTMENTAL	16.00_
				TOTAL:	640.00
NOBLES COOPERATIVE ELECTRIC	11/16/18	ELECTRIC SERVICE	GENERAL FUND	SECURITY CENTER	8.80
	11/16/18	ELECTRIC SERVICE	GENERAL FUND	SECURITY CENTER	8.79
	11/16/18	ELECTRIC SERVICE	RECREATION	GOLF COURSE-CLUBHOUSE	482.95
	11/16/18	BACKUP ELECTRICITY	INDUSTRIAL WASTEWAT	O-PURIFY MISC	100.00
	11/16/18	ELECTRIC SERVICE	AIRPORT	O-GEN MISC	38.06_
				TOTAL:	638.60
NOBLES COUNTY LANDFILL	11/16/18	DEMO	ELECTRIC	M-DISTR UNDERGRND LINE	44.52
	11/16/18	DEMO	ELECTRIC	M-DISTR UNDERGRND LINE	27.30
	11/16/18	DEMO	ELECTRIC	M-DISTR UNDERGRND LINE	20.66
	11/16/18	DEMO	ELECTRIC	M-DISTR UNDERGRND LINE	23.10
	11/16/18	DEMO	ELECTRIC	M-DISTR UNDERGRND LINE	20.60_
				TOTAL:	136.18
NUTRIEN AG SOLUTIONS	11/16/18	SPRAY	GENERAL FUND	PAVED STREETS	696.50
	11/16/18	SPRAY	GENERAL FUND	STORM DAMAGE	374.75
	11/16/18	SPRAY	RECREATION	PARK AREAS	2,572.76
	11/16/18	SPRAY	RECREATION	OLSON PARK CAMPGROUND	632.88

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
				TOTAL:	4,276.89
ONE OFFICE SOURCE	11/16/18	DIVIDERS, KLEENEX, PRINTER WATER		ACCTS-RECORDS & COLLEC	10.14
	11/16/18	DIVIDERS, KLEENEX, PRINTER MUNICIPAL WASTEWAT		ACCT-RECORDS & COLLECT	10.13
	11/16/18	DIVIDERS, KLEENEX, PRINTER ELECTRIC		ACCTS-RECORDS & COLLEC	20.28_
				TOTAL:	40.55
MN PEIP	11/16/18	HEALTH INS PREMIUM	GENERAL FUND	NON-DEPARTMENTAL	5,867.44
	11/16/18	HEALTH INS PREMIUM	GENERAL FUND	NON-DEPARTMENTAL	5,969.17
	11/16/18	INSURANCE	GENERAL FUND	NON-DEPARTMENTAL	1,784.32
	11/16/18	HEALTH INS PREM	GENERAL FUND	MAYOR AND COUNCIL	599.58
	11/16/18	HEALTH INS PREM	GENERAL FUND	MAYOR AND COUNCIL	599.58
	11/16/18	HEALTH INS PREM	GENERAL FUND	ADMINISTRATION	700.47
	11/16/18	HEALTH INS PREM	GENERAL FUND	ADMINISTRATION	700.47
	11/16/18	HEALTH INS PREM	GENERAL FUND	CLERK'S OFFICE	846.77
	11/16/18	HEALTH INS PREM	GENERAL FUND	CLERK'S OFFICE	846.77
	11/16/18	HEALTH INS PREM	GENERAL FUND	ACCOUNTING	700.60
	11/16/18	HEALTH INS PREM	GENERAL FUND	ACCOUNTING	700.60
	11/16/18	HEALTH INS PREM	GENERAL FUND	ENGINEERING ADMIN	968.21
	11/16/18	HEALTH INS PREM	GENERAL FUND	ENGINEERING ADMIN	1,035.29
	11/16/18	HEALTH INS PREM	GENERAL FUND	ECONOMIC DEVELOPMENT	1,105.89
	11/16/18	HEALTH INS PREM	GENERAL FUND	ECONOMIC DEVELOPMENT	1,105.89
	11/16/18	HEALTH INS PREM	GENERAL FUND	GENERAL GOVT BUILDINGS	112.42
	11/16/18	HEALTH INS PREM	GENERAL FUND	GENERAL GOVT BUILDINGS	101.18
	11/16/18	HEALTH INS PREM	GENERAL FUND	POLICE ADMINISTRATION	12,188.74
	11/16/18	HEALTH INS PREM	GENERAL FUND	POLICE ADMINISTRATION	12,188.74
	11/16/18	BOMGAAR INSURANCE	GENERAL FUND	POLICE ADMINISTRATION	1,400.94
	11/16/18	HEALTH INS PREM	GENERAL FUND	SECURITY CENTER	2,144.48
	11/16/18	HEALTH INS PREM	GENERAL FUND	SECURITY CENTER	2,144.45
	11/16/18	HEALTH INS PREM	GENERAL FUND	SECURITY CENTER	2,144.49
	11/16/18	HEALTH INS PREM	GENERAL FUND	SECURITY CENTER	2,144.44
	11/16/18	HEALTH INS PREM	GENERAL FUND	ANIMAL CONTROL ENFORCE	149.90
	11/16/18	HEALTH INS PREM	GENERAL FUND	ANIMAL CONTROL ENFORCE	161.14
	11/16/18	HEALTH INS PREM	GENERAL FUND	PAVED STREETS	413.27
	11/16/18	HEALTH INS PREM	GENERAL FUND	PAVED STREETS	492.28
	11/16/18	HEALTH INS PREM	GENERAL FUND	PUBLIC WORK SHOP	22.05
	11/16/18	HEALTH INS PREM	GENERAL FUND	CODE ENFORCEMENT	302.87
	11/16/18	HEALTH INS PREM	GENERAL FUND	CODE ENFORCEMENT	302.87
	11/16/18	HEALTH INS PREM	GENERAL FUND	LAKE IMPROVEMENT	78.80
	11/16/18	HEALTH INS PREM	GENERAL FUND	LAKE IMPROVEMENT	43.78
	11/16/18	HEALTH INS PREM	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	299.79
	11/16/18	HEALTH INS PREM	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	299.79
	11/16/18	HEALTH INS PREMIUM	RECREATION	NON-DEPARTMENTAL	285.19
	11/16/18	HEALTH INS PREMIUM	RECREATION	NON-DEPARTMENTAL	300.20
	11/16/18	HEALTH INS PREM	RECREATION	PARK AREAS	665.45
	11/16/18	HEALTH INS PREM	RECREATION	PARK AREAS	490.33
	11/16/18	HEALTH INS PREM	RECREATION	TREE REMOVAL	210.14
	11/16/18	HEALTH INS PREMIUM	ECONOMIC DEV AUTHO	NON-DEPARTMENTAL	0.52
	11/16/18	HEALTH INS PREMIUM	ECONOMIC DEV AUTHO	NON-DEPARTMENTAL	0.52
	11/16/18	HEALTH INS PREM	ECONOMIC DEV AUTHO	TRAINING/TESTING CENTE	37.47
	11/16/18	HEALTH INS PREM	ECONOMIC DEV AUTHO	TRAINING/TESTING CENTE	37.47
	11/16/18	HEALTH INS PREMIUM	PIR/TRUNKS	NON-DEPARTMENTAL	61.53
	11/16/18	HEALTH INS PREMIUM	PIR/TRUNKS	NON-DEPARTMENTAL	61.49
	11/16/18	HEALTH INS PREM	PIR/TRUNKS	SP ASSESS-ADMIN ESCROW	246.14
	11/16/18	HEALTH INS PREM	PIR/TRUNKS	SP ASSESS-ADMIN ESCROW	245.96
	11/16/18	HEALTH INS PREMIUM	IMPROVEMENT CONST	NON-DEPARTMENTAL	1.61

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
	11/16/18	HEALTH INS PREMIUM	IMPROVEMENT CONST	NON-DEPARTMENTAL	39.87
	11/16/18	HEALTH INS PREM	IMPROVEMENT CONST	NORTH MICMILLAN RECONS	17.51
	11/16/18	HEALTH INS PREM	IMPROVEMENT CONST	NORTH MICMILLAN RECONS	6.83
	11/16/18	HEALTH INS PREM	IMPROVEMENT CONST	OVERLAY PROGRAM	78.80
	11/16/18	HEALTH INS PREM	IMPROVEMENT CONST	N CRAILSHEIM RD SAN.SE	153.23
	11/16/18	HEALTH INS PREM	IMPROVEMENT CONST	W GATEWAY DR SANITARY	26.27
	11/16/18	HEALTH INS PREM	IMPROVEMENT CONST	W GATEWAY DR SANITARY	17.51
	11/16/18	HEALTH INS PREM	IMPROVEMENT CONST	OTHER MISC PROJECTS	17.51
	11/16/18	HEALTH INS PREM	IMPROVEMENT CONST	OTHER MISC PROJECTS	56.91
	11/16/18	HEALTH INS PREMIUM	WATER	NON-DEPARTMENTAL	219.80
	11/16/18	HEALTH INS PREMIUM	WATER	NON-DEPARTMENTAL	188.49
	11/16/18	HEALTH INS PREM	WATER	O-SOURCE WELLS & SPRNG	12.51
	11/16/18	HEALTH INS PREM	WATER	O-DISTR SUPER AND ENG	546.98
	11/16/18	HEALTH INS PREM	WATER	O-DISTR SUPER AND ENG	546.98
	11/16/18	HEALTH INS PREM	WATER	O-DISTR MISC	52.59
	11/16/18	HEALTH INS PREM	WATER	O-DISTR MISC	69.69
	11/16/18	HEALTH INS PREM	WATER	GENERAL ADMIN	82.05
	11/16/18	HEALTH INS PREM	WATER	GENERAL ADMIN	74.54
	11/16/18	HEALTH INS PREM	WATER	ADMIN OFFICE SUPPLIES	3.13
	11/16/18	HEALTH INS PREM	WATER	ACCTS-METER READING	249.56
	11/16/18	HEALTH INS PREM	WATER	ACCTS-METER READING	54.70
	11/16/18	HEALTH INS PREM	WATER	ACCTS-RECORDS & COLLEC	109.14
	11/16/18	HEALTH INS PREM	WATER	ACCTS-RECORDS & COLLEC	109.14
	11/16/18	HEALTH INS PREM	WATER	PROJECT #8	8.76
	11/16/18	HEALTH INS PREM	WATER	PROJECT #8	78.80
	11/16/18	HEALTH INS PREMIUM	MUNICIPAL WASTEWAT	NON-DEPARTMENTAL	46.18
	11/16/18	HEALTH INS PREMIUM	MUNICIPAL WASTEWAT	NON-DEPARTMENTAL	75.33
	11/16/18	INSURANCE	MUNICIPAL WASTEWAT	NON-DEPARTMENTAL	200.60
	11/16/18	HEALTH INS PREM	MUNICIPAL WASTEWAT	O-SOURCE SUPERVISION	164.09
	11/16/18	HEALTH INS PREM	MUNICIPAL WASTEWAT	O-SOURCE SUPERVISION	164.09
	11/16/18	HEALTH INS PREM	MUNICIPAL WASTEWAT	O-PURIFY SUPERVISION	382.89
	11/16/18	HEALTH INS PREM	MUNICIPAL WASTEWAT	O-PURIFY SUPERVISION	382.89
	11/16/18	HEALTH INS PREM	MUNICIPAL WASTEWAT	O-PURIFY MISC	14.99
	11/16/18	HEALTH INS PREM	MUNICIPAL WASTEWAT	O-PURIFY MISC	14.99
	11/16/18	HEALTH INS PREM	MUNICIPAL WASTEWAT	GENERAL ADMIN	65.64
	11/16/18	HEALTH INS PREM	MUNICIPAL WASTEWAT	GENERAL ADMIN	59.63
	11/16/18	HEALTH INS PREM	MUNICIPAL WASTEWAT	ADMIN OFFICE SUPPLIES	3.13
	11/16/18	HEALTH INS PREM	MUNICIPAL WASTEWAT	PROFESSIONAL SERVICES	70.05
	11/16/18	HEALTH INS PREM	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	91.05
	11/16/18	HEALTH INS PREM	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	91.05
	11/16/18	HEALTH INS PREM	MUNICIPAL WASTEWAT	PROJECT #2	8.76
	11/16/18	HEALTH INS PREM	MUNICIPAL WASTEWAT	PROJECT #2	17.51
	11/16/18	HEALTH INS PREM	MUNICIPAL WASTEWAT	PROJECT #15	376.50
	11/16/18	HEALTH INS PREM	MUNICIPAL WASTEWAT	PROJECT #15	87.56
	11/16/18	HEALTH INS PREMIUM	ELECTRIC	NON-DEPARTMENTAL	617.79
	11/16/18	HEALTH INS PREMIUM	ELECTRIC	NON-DEPARTMENTAL	662.23
	11/16/18	INSURANCE	ELECTRIC	NON-DEPARTMENTAL	273.48
	11/16/18	HEALTH INS PREM	ELECTRIC	O-DISTR UNDERGRND LINE	153.84
	11/16/18	HEALTH INS PREM	ELECTRIC	O-DISTR UNDERGRND LINE	273.49
	11/16/18	HEALTH INS PREM	ELECTRIC	O-DISTR MISC	335.62
	11/16/18	HEALTH INS PREM	ELECTRIC	O-DISTR MISC	911.72
	11/16/18	HEALTH INS PREM	ELECTRIC	M-CISTR SUPER & ENG	27.35
	11/16/18	HEALTH INS PREM	ELECTRIC	M-DISTR UNDERGRND LINE	163.31
	11/16/18	HEALTH INS PREM	ELECTRIC	M-DISTR UNDERGRND LINE	58.68
	11/16/18	HEALTH INS PREM	ELECTRIC	M-DISTR ST LITE & SIG	204.42
	11/16/18	HEALTH INS PREM	ELECTRIC	M-DISTR ST LITE & SIG	266.01

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
	11/16/18	HEALTH INS PREM	ELECTRIC	M-DISTR PLANT MISC	33.70
	11/16/18	HEALTH INS PREM	ELECTRIC	GENERAL ADMIN	399.29
	11/16/18	HEALTH INS PREM	ELECTRIC	GENERAL ADMIN	362.75
	11/16/18	HEALTH INS PREM	ELECTRIC	ADMIN OFFICE SUPPLIES	31.29
	11/16/18	HEALTH INS PREM	ELECTRIC	ACCTS-METER READING	95.72
	11/16/18	HEALTH INS PREM	ELECTRIC	ACCTS-METER READING	120.96
	11/16/18	HEALTH INS PREM	ELECTRIC	ACCTS-RECORDS & COLLEC	469.93
	11/16/18	HEALTH INS PREM	ELECTRIC	ACCTS-RECORDS & COLLEC	469.93
	11/16/18	INSURANCE	ELECTRIC	ACCTS-RECORDS & COLLEC	1,251.86
	11/16/18	HEALTH INS PREM	ELECTRIC	ACCTS-ASSISTANCE	149.89
	11/16/18	HEALTH INS PREM	ELECTRIC	ACCTS-ASSISTANCE	149.89
	11/16/18	HEALTH INS PREM	ELECTRIC	FA DISTR UNDRGRND COND	115.35
	11/16/18	HEALTH INS PREM	ELECTRIC	FA DISTR UNDRGRND COND	548.09
	11/16/18	HEALTH INS PREM	ELECTRIC	FA DISTR UNDRGRND COND	743.83
	11/16/18	HEALTH INS PREM	ELECTRIC	FA DISTR UNDRGRND COND	236.39
	11/16/18	HEALTH INS PREM	ELECTRIC	FA DISTR ST LITE & SIG	341.85
	11/16/18	HEALTH INS PREM	ELECTRIC	FA DISTR ST LITE & SIG	37.62
	11/16/18	HEALTH INS PREM	ELECTRIC	FA COMMUNICATION EQUIP	182.31
	11/16/18	HEALTH INS PREMIUM	STORM WATER MANAGE	NON-DEPARTMENTAL	36.14
	11/16/18	HEALTH INS PREMIUM	STORM WATER MANAGE	NON-DEPARTMENTAL	23.11
	11/16/18	HEALTH INS PREM	STORM WATER MANAGE	STORM DRAINAGE	156.15
	11/16/18	HEALTH INS PREM	STORM WATER MANAGE	PROJECT #1	26.26
	11/16/18	HEALTH INS PREM	STORM WATER MANAGE	PROJECT #1	43.78
	11/16/18	HEALTH INS PREM	STORM WATER MANAGE	PROJECT #24	24.35
	11/16/18	HEALTH INS PREM	STORM WATER MANAGE	PROJECT #24	83.80
	11/16/18	HEALTH INS PREMIUM	LIQUOR	NON-DEPARTMENTAL	224.65
	11/16/18	HEALTH INS PREMIUM	LIQUOR	NON-DEPARTMENTAL	224.65
	11/16/18	HEALTH INS PREM	LIQUOR	O-GEN MISC	1,573.34
	11/16/18	HEALTH INS PREM	LIQUOR	O-GEN MISC	1,573.34
	11/16/18	HEALTH INS PREMIUM	AIRPORT	NON-DEPARTMENTAL	15.14
	11/16/18	HEALTH INS PREMIUM	AIRPORT	NON-DEPARTMENTAL	15.40
	11/16/18	HEALTH INS PREM	AIRPORT	O-GEN MISC	60.58
	11/16/18	HEALTH INS PREM	AIRPORT	O-GEN MISC	54.70
	11/16/18	HEALTH INS PREM	AIRPORT	PROJECT #5	6.91
	11/16/18	HEALTH INS PREMIUM	DATA PROCESSING	NON-DEPARTMENTAL	300.20
	11/16/18	HEALTH INS PREMIUM	DATA PROCESSING	NON-DEPARTMENTAL	300.20
	11/16/18	HEALTH INS PREM	DATA PROCESSING	DATA PROCESSING	1,105.76
	11/16/18	HEALTH INS PREM	DATA PROCESSING	DATA PROCESSING	1,105.76
	11/16/18	BOMGAAR INSURANCE	HEALTH INS PLAN (T	NON-DEPARTMENTAL	600.40
	11/16/18	HEALTH INS PREM	HEALTH INS PLAN (T	EMPLOYEE PENS & BENEFI	1,242.30
	11/16/18	HEALTH INS PREM	HEALTH INS PLAN (T	EMPLOYEE PENS & BENEFI	1,057.83
				TOTAL:	87,993.06
PRODUCTIVITY PLUS ACCOUNT	11/16/18	DISC MOWER PARTS	GENERAL FUND	PAVED STREETS	339.50
	11/16/18	SERVICE CALL BOBCAT	GENERAL FUND	PAVED STREETS	228.85
	11/16/18	SERVICE CALL BOBCAT	GENERAL FUND	PAVED STREETS	75.69
				TOTAL:	644.04
RESICO INC	11/16/18	URD SPLICES	ELECTRIC	M-DISTR UNDERGRND LINE	479.76
	11/16/18	STREET LIGHT ARMS	ELECTRIC	FA DISTR ST LITE & SIG	1,767.12
				TOTAL:	2,246.88
SAYVEO LUCKY	11/16/18	BOOTS	GENERAL FUND	POLICE ADMINISTRATION	95.99
				TOTAL:	95.99
SECURE BENEFITS SYSTEMS CORP	11/16/18	ADMIN FEE	GENERAL FUND	NON-DEPARTMENTAL	53.36

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
	11/16/18	ADMIN FEE	GENERAL FUND	NON-DEPARTMENTAL	51.31
	11/16/18	CHILD CARE	GENERAL FUND	NON-DEPARTMENTAL	1,108.32
	11/16/18	CHILD CARE	GENERAL FUND	NON-DEPARTMENTAL	1,108.32
	11/16/18	UNREIMBURSED MEDICAL	GENERAL FUND	NON-DEPARTMENTAL	1,344.55
	11/16/18	UNREIMBURSED MEDICAL	GENERAL FUND	NON-DEPARTMENTAL	1,301.93
	11/16/18	MONTHLY ADMIN FEE	GENERAL FUND	OTHER GEN GOVT MISC	20.00
	11/16/18	ADMIN FEE	RECREATION	NON-DEPARTMENTAL	4.63
	11/16/18	ADMIN FEE	RECREATION	NON-DEPARTMENTAL	5.37
	11/16/18	UNREIMBURSED MEDICAL	RECREATION	NON-DEPARTMENTAL	148.30
	11/16/18	UNREIMBURSED MEDICAL	RECREATION	NON-DEPARTMENTAL	170.04
	11/16/18	ADMIN FEE	IMPROVEMENT CONST	NON-DEPARTMENTAL	0.45
	11/16/18	ADMIN FEE	IMPROVEMENT CONST	NON-DEPARTMENTAL	0.74
	11/16/18	UNREIMBURSED MEDICAL	IMPROVEMENT CONST	NON-DEPARTMENTAL	20.23
	11/16/18	UNREIMBURSED MEDICAL	IMPROVEMENT CONST	NON-DEPARTMENTAL	33.25
	11/16/18	ADMIN FEE	WATER	NON-DEPARTMENTAL	2.88
	11/16/18	ADMIN FEE	WATER	NON-DEPARTMENTAL	3.10
	11/16/18	UNREIMBURSED MEDICAL	WATER	NON-DEPARTMENTAL	130.49
	11/16/18	UNREIMBURSED MEDICAL	WATER	NON-DEPARTMENTAL	140.91
	11/16/18	ADMIN FEE	MUNICIPAL WASTEWAT	NON-DEPARTMENTAL	15.26
	11/16/18	ADMIN FEE	MUNICIPAL WASTEWAT	NON-DEPARTMENTAL	14.59
	11/16/18	CHILD CARE	MUNICIPAL WASTEWAT	NON-DEPARTMENTAL	208.33
	11/16/18	CHILD CARE	MUNICIPAL WASTEWAT	NON-DEPARTMENTAL	208.33
	11/16/18	UNREIMBURSED MEDICAL	MUNICIPAL WASTEWAT	NON-DEPARTMENTAL	439.14
	11/16/18	UNREIMBURSED MEDICAL	MUNICIPAL WASTEWAT	NON-DEPARTMENTAL	405.47
	11/16/18	ADMIN FEE	ELECTRIC	NON-DEPARTMENTAL	5.63
	11/16/18	ADMIN FEE	ELECTRIC	NON-DEPARTMENTAL	5.63
	11/16/18	CHILD CARE	ELECTRIC	NON-DEPARTMENTAL	208.33
	11/16/18	CHILD CARE	ELECTRIC	NON-DEPARTMENTAL	208.33
	11/16/18	UNREIMBURSED MEDICAL	ELECTRIC	NON-DEPARTMENTAL	157.27
	11/16/18	UNREIMBURSED MEDICAL	ELECTRIC	NON-DEPARTMENTAL	157.27
	11/16/18	ADMIN FEE	STORM WATER MANAGE	NON-DEPARTMENTAL	3.18
	11/16/18	ADMIN FEE	STORM WATER MANAGE	NON-DEPARTMENTAL	4.76
	11/16/18	UNREIMBURSED MEDICAL	STORM WATER MANAGE	NON-DEPARTMENTAL	47.41
	11/16/18	UNREIMBURSED MEDICAL	STORM WATER MANAGE	NON-DEPARTMENTAL	80.60
	11/16/18	ADMIN FEE	LIQUOR	NON-DEPARTMENTAL	4.50
	11/16/18	ADMIN FEE	LIQUOR	NON-DEPARTMENTAL	4.50
	11/16/18	UNREIMBURSED MEDICAL	LIQUOR	NON-DEPARTMENTAL	91.66
	11/16/18	UNREIMBURSED MEDICAL	LIQUOR	NON-DEPARTMENTAL	91.66
	11/16/18	ADMIN FEE	AIRPORT	NON-DEPARTMENTAL	0.11
	11/16/18	UNREIMBURSED MEDICAL	AIRPORT	NON-DEPARTMENTAL	2.08
	11/16/18	ADMIN FEE	DATA PROCESSING	NON-DEPARTMENTAL	2.25
	11/16/18	ADMIN FEE	DATA PROCESSING	NON-DEPARTMENTAL	2.25
	11/16/18	UNREIMBURSED MEDICAL	DATA PROCESSING	NON-DEPARTMENTAL	84.00
	11/16/18	UNREIMBURSED MEDICAL	DATA PROCESSING	NON-DEPARTMENTAL	84.00_
			TOTAL:		8,184.72
THE GLOBE	11/16/18	SUBSCRIPTION	ELECTRIC	ADMIN MISC	90.00_
				TOTAL:	90.00
UNITED PARCEL SERVICE	11/16/18	INTERNET SHIPPING CHARGES	ELECTRIC	O-DISTR MISC	12.34_
				TOTAL:	12.34
VAPOR BLAST MFG CO	11/16/18	WET BLASTING MATERIALS	WATER	M-DISTR METERS	538.80_
				TOTAL:	538.80
WAL MART BUSINESS/SYNCB	11/16/18	SHOP SUPPLIES	ELECTRIC	M-DISTR UNDERGRND LINE	16.00

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
				TOTAL:	16.00
JACOB WALKER	11/16/18	BCA LEADERSHIP TRAINING	GENERAL FUND	POLICE ADMINISTRATION	57.68_
				TOTAL:	57.68
WORTHINGTON AREA UNITED WAY	11/16/18	PAYROLL WITHHOLDING	GENERAL FUND	NON-DEPARTMENTAL	20.00
	11/16/18	PAYROLL WITHHOLDING	GENERAL FUND	NON-DEPARTMENTAL	20.00
	11/16/18	PAYROLL WITHHOLDING	MEMORIAL AUDITORIUM	NON-DEPARTMENTAL	2.00
	11/16/18	PAYROLL WITHHOLDING	MEMORIAL AUDITORIUM	NON-DEPARTMENTAL	2.00_
				TOTAL:	44.00
WORTHINGTON POSTMASTER	11/16/18	POSTAGE DUE ACCOUNT	ELECTRIC	ADMIN OFFICE SUPPLIES	34.81
	11/16/18	FIRST-CLASS RESORT FEE	ELECTRIC	ACCTS-RECORDS & COLLEC	225.00_
				TOTAL:	259.81

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

101	GENERAL FUND	69,369.77
202	MEMORIAL AUDITORIUM	1,835.58
229	RECREATION	6,235.94
231	ECONOMIC DEV AUTHORITY	75.98
321	PIR/TRUNKS	622.32
401	IMPROVEMENT CONST	475.00
601	WATER	5,874.34
602	MUNICIPAL WASTEWATER	6,319.47
604	ELECTRIC	15,200.45
605	INDUSTRIAL WASTEWATER	100.00
606	STORM WATER MANAGEMENT	694.86
609	LIQUOR	3,919.88
612	AIRPORT	248.34
702	DATA PROCESSING	3,016.42
705	HEALTH INS PLAN (TPA)	2,900.53
873	GARBAGE COLLECTION	45.13

GRAND TOTAL: 116,934.01

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
A H HERMEL COMPANY	11/23/18	COFFEE	GENERAL FUND	SECURITY CENTER	40.92
	11/23/18	COFFEE	GENERAL FUND	SECURITY CENTER	40.91_
		TOTAL:			81.83
ADVANCED ENGINEERING AND ENVIRONMENTAL	11/23/18	ENGINEERING SERVICES	GENERAL FUND	ENGINEERING ADMIN	823.00
	11/23/18	CD 12 FLOOD MITIGATION	STORM WATER MANAGE	PROJECT #24	11,040.00
	11/23/18	CD 12 FLOOD MITIGATION	STORM WATER MANAGE	PROJECT #24	16,636.22_
		TOTAL:			28,499.22
AMERICAN BOTTLING COMPANY	11/23/18	MIX	LIQUOR	NON-DEPARTMENTAL	146.76_
				TOTAL:	146.76
ARCTIC GLACIER USA INC	11/23/18	ICE	LIQUOR	NON-DEPARTMENTAL	53.55
	11/23/18	ICE	LIQUOR	NON-DEPARTMENTAL	63.54_
				TOTAL:	117.09
ARNOLD MOTOR SUPPLY	11/23/18	LADDER	GENERAL FUND	FIRE ADMINISTRATION	71.80
	11/23/18	FIRE 1 BATTERY	GENERAL FUND	FIRE ADMINISTRATION	299.85
	11/23/18	OIL FILTERS	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	6.98_
				TOTAL:	378.63
ARTISAN BEER COMPANY	11/23/18	BEER	LIQUOR	NON-DEPARTMENTAL	570.75
	11/23/18	BEER	LIQUOR	NON-DEPARTMENTAL	518.10_
				TOTAL:	1,088.85
ATLANTIC COCA-COLA	11/23/18	MIX	LIQUOR	NON-DEPARTMENTAL	224.20_
				TOTAL:	224.20
BAN-KOE SYSTEMS INC	11/23/18	ANNUAL FIRE ALARM SYSTEM	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	1,003.02_
				TOTAL:	1,003.02
BEECKS GRAVEL & EXCAVATING INC	11/23/18	GRAVEL	GENERAL FUND	PAVED STREETS	1,857.60
	11/23/18	GRAVEL	GENERAL FUND	PAVED STREETS	2,322.00
	11/23/18	GRAVEL	GENERAL FUND	PAVED STREETS	683.70_
				TOTAL:	4,863.30
BELLBOY CORP	11/23/18	LIQUOR	LIQUOR	NON-DEPARTMENTAL	711.00
	11/23/18	LIQUOR	LIQUOR	NON-DEPARTMENTAL	170.90_
				TOTAL:	881.90
BEVERAGE WHOLESALERS INC	11/23/18	BEER	LIQUOR	NON-DEPARTMENTAL	4,237.00
	11/23/18	MIX	LIQUOR	NON-DEPARTMENTAL	128.00
	11/23/18	BEER	LIQUOR	NON-DEPARTMENTAL	5,057.20
	11/23/18	BEER	LIQUOR	NON-DEPARTMENTAL	9,878.90
	11/23/18	BEER	LIQUOR	NON-DEPARTMENTAL	5,411.45
	11/23/18	BEER	LIQUOR	NON-DEPARTMENTAL	2,996.10_
				TOTAL:	27,708.65
BOLTON & MENK INC	11/23/18	IND WWTF REPORT	INDUSTRIAL WASTEWA	O-PURIFY MISC	1,000.00
	11/23/18	IND WWTF MAIN LS ELEC	STORM WATER MANAGE	FA MISC	1,100.00_
				TOTAL:	2,100.00
BOY SCOUT TROOP #134	11/23/18	WREATHS, GARLAND	LIQUOR	O-GEN MISC	86.00_
				TOTAL:	86.00
BREAKTHRU BEVERAGE MINNESOTA BEER LLC	11/23/18	LIQUOR	LIQUOR	NON-DEPARTMENTAL	46.39

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
	11/23/18	LIQUOR	LIQUOR	NON-DEPARTMENTAL	4,319.02
	11/23/18	MIX	LIQUOR	NON-DEPARTMENTAL	56.00
	11/23/18	WINE	LIQUOR	NON-DEPARTMENTAL	1,204.00
	11/23/18	BEER	LIQUOR	NON-DEPARTMENTAL	78.40
	11/23/18	LIQUOR	LIQUOR	NON-DEPARTMENTAL	1,714.94
	11/23/18	FREIGHT	LIQUOR	O-SOURCE MISC	0.62
	11/23/18	FREIGHT	LIQUOR	O-SOURCE MISC	78.47
	11/23/18	FREIGHT	LIQUOR	O-SOURCE MISC	33.61
	11/23/18	FREIGHT	LIQUOR	O-SOURCE MISC	20.96
	11/23/18	FREIGHT	LIQUOR	O-SOURCE MISC	3.70_
				TOTAL:	7,556.11
MARK ROBERT BRODIN	11/23/18	JUNE 2018 MAINTENANCE	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	480.00
	11/23/18	JULY 2018 MAINTENANCE	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	450.00
	11/23/18	AUG 18 MAINT, BOOTH WORK	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	3,707.40
	11/23/18	SEPT 18 MAINT, AV SERVICES	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	2,760.00
	11/23/18	OCT 2018 MAINT, A/V SERVIC	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	2,310.00
	11/23/18	A/V SERVICES NEIL DIAMOND	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	420.00
	11/23/18	A/V SERVICES SASSY SATURDA	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	255.00
	11/23/18	A/V SERVICES-CORN OFF THE	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	1,080.00
	11/23/18	A/V SERVICES STAGE & SCREE	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	405.00
	11/23/18	A/V SERVICES-FAMILY TRADIT	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	382.50
	11/23/18	A/V SERVICES 10000 THINGS	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	105.00_
				TOTAL:	12,354.90
BTU INC	11/23/18	FILTERS	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	444.90_
				TOTAL:	444.90
C & B OPERATIONS LLC	11/23/18	BUSHINGS FOR 3 POINT HITCH	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	4.22_
				TOTAL:	4.22
CAMPUS CLEANERS	11/23/18	COMMERCIAL LAUNDRY	LIQUOR	O-GEN MISC	37.67_
				TOTAL:	37.67
CARLOS CREEK WINERY	11/23/18	WINE	LIQUOR	NON-DEPARTMENTAL	684.00_
				TOTAL:	684.00
CBS SQUARED INC	11/23/18	PUB WORKS FACILITY DESIGN	GENERAL FUND	PAVED STREETS	16,793.50_
				TOTAL:	16,793.50
CE POWER	11/23/18	GROUND GRID TESTING	ELECTRIC	FA DISTR STATION EQUIP	1,950.00_
				TOTAL:	1,950.00
CEMSTONE CONCRETE MATERIALS LLC	11/23/18	CONCRETE PATCHES	GENERAL FUND	PAVED STREETS	408.75
	11/23/18	LEAK REPAIR	WATER	M-TRANS MAINS	671.75
	11/23/18	JAMES BLVD SEWER	STORM WATER MANAGE	PROJECT #13	296.25_
				TOTAL:	1,376.75
CENTRAL SALT LLC	11/23/18	ENHANCED SALT	GENERAL FUND	ICE AND SNOW REMOVAL	2,712.41
	11/23/18	ENHANCED SALT	GENERAL FUND	ICE AND SNOW REMOVAL	2,637.50_
				TOTAL:	5,349.91
CHAPPELL CENTRAL INC	11/23/18	SERVICE HVAC	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	654.00_
				TOTAL:	654.00
COMMISSIONER OF TRANSPORTATION	11/23/18	HANGAR LOAN REPAYMENT	AIRPORT	NON-DEPARTMENTAL	920.00

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
				TOTAL:	920.00
COMPUTER LODGE	11/23/18	SERVICE CALL, BACKUPS,	GENERAL FUND	CENTER FOR ACTIVE LIVI	142.50
	11/23/18	INTERNET ISSUES, FRONTIER	LIQUOR	O-GEN MISC	308.75
	11/23/18	SETUP REMOTE DISPLAY-AD TV	LIQUOR	O-GEN MISC	217.99
	11/23/18	SETUP REMOTE DISPLAY-AD TV	LIQUOR	O-GEN MISC	142.50
				TOTAL:	811.74
CORE & MAIN LP	11/23/18	COPPER METER HORN	WATER	M-DISTR METERS	97.92
	11/23/18	COPPER METER HORN-RETURN	WATER	M-DISTR METERS	84.88-
	11/23/18	REPAIR CLAMP-AERATION LINE	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	167.95
				TOTAL:	180.99
DACOTAH PAPER CO	11/23/18	BAGS	LIQUOR	O-GEN MISC	403.48
	11/23/18	BAGS, TOWELS, COFFEE, LIN	LIQUOR	O-GEN MISC	1,028.30
	11/23/18	BAGS	LIQUOR	O-GEN MISC	134.42
				TOTAL:	1,566.20
DEPARTMENT OF FINANCE	11/23/18	SEIZED PROPRTY-DE ARANDA	PD TASK FORCE	BUFFALO RIDGE DRUG TAS	92.70
				TOTAL:	92.70
DGR ENGINEERING	11/23/18	2018 AIR PERMIT RENEWAL	ELECTRIC	O-SOURCE MISC	165.00
				TOTAL:	165.00
DOLL DISTRIBUTING LLC	11/23/18	BEER	LIQUOR	NON-DEPARTMENTAL	10,563.55
	11/23/18	BEER	LIQUOR	NON-DEPARTMENTAL	2,049.60-
	11/23/18	BEER	LIQUOR	NON-DEPARTMENTAL	1,976.40
	11/23/18	BEER	LIQUOR	NON-DEPARTMENTAL	44.20
	11/23/18	BEER	LIQUOR	NON-DEPARTMENTAL	2,020.40
	11/23/18	MIX	LIQUOR	NON-DEPARTMENTAL	191.40
	11/23/18	BEER	LIQUOR	NON-DEPARTMENTAL	1,221.55
	11/23/18	BEER	LIQUOR	NON-DEPARTMENTAL	154.20-
	11/23/18	BEER	LIQUOR	NON-DEPARTMENTAL	94.20
	11/23/18	BEER	LIQUOR	NON-DEPARTMENTAL	4,810.70
	11/23/18	BEER	LIQUOR	NON-DEPARTMENTAL	133.00
	11/23/18	BEER	LIQUOR	NON-DEPARTMENTAL	6,165.50
	11/23/18	BEER	LIQUOR	NON-DEPARTMENTAL	5,291.25
	11/23/18	BEER	LIQUOR	NON-DEPARTMENTAL	126.00
	11/23/18	WATER	LIQUOR	O-GEN MISC	39.00
				TOTAL:	30,473.35
DUBOIS CHEMICALS INC	11/23/18	CHEMICALS	INDUSTRIAL WASTEWAT	O-PURIFY MISC	8,693.64
				TOTAL:	8,693.64
DUININCK INC	11/23/18	SAND MIX	GENERAL FUND	PAVED STREETS	281.60
				TOTAL:	281.60
EARL F ANDERSEN INC- DIVISION OF SAFET	11/23/18	NO PARKING SIGNS	GENERAL FUND	SIGNS AND SIGNALS	345.59
				TOTAL:	345.59
ECHO GROUP INC	11/23/18	DIMMABLE LAMPS-CITY HAL	GENERAL FUND	OTHER GEN GOVT MISC	27.84
	11/23/18	3M TAPE	RECREATION	PARK AREAS	30.70
	11/23/18	4A FUSES FOR LIFT STATIONS	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	177.60
				TOTAL:	236.14
ECHTERNACH ANDREW	11/23/18	CDL REIMBURSEMENT	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	19.00

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
				TOTAL:	19.00
EMERGENCY RESPONSE SOLUTIONS	11/23/18	SHUT-OFF HANDLE KITS	GENERAL FUND	FIRE ADMINISTRATION	131.99_
				TOTAL:	131.99
FASTENAL COMPANY	11/23/18	BOLTS	ELECTRIC	M-DISTR UNDERGRND LINE	28.84_
				TOTAL:	28.84
FIFE WATER SERVICES INC	11/23/18	CHEMICALS	INDUSTRIAL WASTEWA	O-PURIFY MISC	11,317.60_
				TOTAL:	11,317.60
FLAHERTY & HOOD PA	11/23/18	PERA APPEALS LEGAL FEES	GENERAL FUND	POLICE ADMINISTRATION	3,833.79
	11/23/18	CD 12 FLOOD MITIGATION	STORM WATER MANAGE	PROJECT #24	446.25_
				TOTAL:	4,280.04
FORUM COMMUNICATIONS COMPANY	11/23/18	PANCAKE BREAKFAST, FIRE PR	GENERAL FUND	FIRE ADMINISTRATION	473.00
	11/23/18	LIQUOR STORE ADS	LIQUOR	O-GEN MISC	1,158.25_
				TOTAL:	1,631.25
GALLS INC	11/23/18	UNIFORMS	GENERAL FUND	POLICE ADMINISTRATION	44.98_
				TOTAL:	44.98
GAZETTE-TRIBUNE	11/23/18	GRAND OPENING ADVERTISING	LIQUOR	O-GEN MISC	117.00_
				TOTAL:	117.00
GRAHAM TIRE OF WORTHINGTON INC	11/23/18	MOWER TUBE	RECREATION	PARK AREAS	6.55
	11/23/18	MOWER TUBE	RECREATION	PARK AREAS	8.50_
				TOTAL:	15.05
GRAINGER	11/23/18	WIRE FOR GEN SETS	ELECTRIC	O-DISTR MISC	215.76_
				TOTAL:	215.76
H & L MESABI	11/23/18	CARBIDE INSERTED BLADES	GENERAL FUND	ICE AND SNOW REMOVAL	8,106.94
	11/23/18	CARBIDE INSERTED BLADES	AIRPORT	O-GEN MISC	2,069.20_
				TOTAL:	10,176.14
HACH COMPANY	11/23/18	PHOS TNT 843 TNT 845	MUNICIPAL WASTEWAT	O-PURIFY LABORATORY	1,837.00_
				TOTAL:	1,837.00
HARMON MICHAEL	11/23/18	CGMC TRAVEL	GENERAL FUND	MAYOR AND COUNCIL	224.64_
				TOTAL:	224.64
HAWKINS INC	11/23/18	3 TONS CHLORINE	WATER	O-PURIFY	2,030.20_
				TOTAL:	2,030.20
KELLY HENKELS	11/23/18	DRWAING (GRID METHOD) 11/1	GENERAL FUND	CENTER FOR ACTIVE LIVI	60.00_
				TOTAL:	60.00
HOPE HAVEN INC	11/23/18	CLEANING- OCTOBER	GENERAL FUND	CENTER FOR ACTIVE LIVI	541.67_
				TOTAL:	541.67
HY-VEE INC-61705	11/23/18	GRAND OPENING	LIQUOR	O-GEN MISC	64.03
	11/23/18	FUEL	LIQUOR	O-GEN MISC	23.37_
				TOTAL:	87.40
INDIAN ISLAND WINERY	11/23/18	WINE	LIQUOR	NON-DEPARTMENTAL	383.04

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
				TOTAL:	383.04
INTEGRITY AVIATION INC	11/23/18	FBO MGMT FEE, ADJUSTED RAT AIRPORT		O-GEN MISC	3,646.00_
				TOTAL:	3,646.00
BENJAMIN M MATTISON	11/23/18	WINDOW CLEANING	LIQUOR	O-GEN MISC	160.31_
				TOTAL:	160.31
JERRY'S AUTO SUPPLY	11/23/18	UNIT #419 PLUG, LAMPS	GENERAL FUND	PAVED STREETS	21.95
	11/23/18	KUBOTA BELTS	RECREATION	PARK AREAS	35.22
	11/23/18	BATTERY TERMINALS, HEAT SH MUNICIPAL WASTEWAT		M-SOURCE MAINS & LIFTS	12.44_
				TOTAL:	69.61
JOHNSON BROTHERS LIQUOR CO	11/23/18	LIQUOR	LIQUOR	NON-DEPARTMENTAL	454.00
	11/23/18	LIQUOR	LIQUOR	NON-DEPARTMENTAL	454.00
	11/23/18	LIQUOR	LIQUOR	NON-DEPARTMENTAL	5,392.05
	11/23/18	WINE	LIQUOR	NON-DEPARTMENTAL	1,433.10
	11/23/18	WINE	LIQUOR	NON-DEPARTMENTAL	68.97
	11/23/18	LIQUOR	LIQUOR	NON-DEPARTMENTAL	4,016.43
	11/23/18	WINE	LIQUOR	NON-DEPARTMENTAL	5,595.05
	11/23/18	LIQUOR	LIQUOR	NON-DEPARTMENTAL	665.85
	11/23/18	WINE	LIQUOR	NON-DEPARTMENTAL	911.74
	11/23/18	WINE	LIQUOR	NON-DEPARTMENTAL	533.32
	11/23/18	LIQUOR	LIQUOR	NON-DEPARTMENTAL	84.00-
	11/23/18	WINE	LIQUOR	NON-DEPARTMENTAL	149.00-
	11/23/18	FREIGHT	LIQUOR	O-SOURCE MISC	3.38
	11/23/18	FREIGHT	LIQUOR	O-SOURCE MISC	3.38
	11/23/18	FREIGHT	LIQUOR	O-SOURCE MISC	112.80
	11/23/18	FREIGHT	LIQUOR	O-SOURCE MISC	61.26
	11/23/18	FREIGHT	LIQUOR	O-SOURCE MISC	77.20
	11/23/18	FREIGHT	LIQUOR	O-SOURCE MISC	139.43
	11/23/18	FREIGHT	LIQUOR	O-SOURCE MISC	13.52
	11/23/18	FREIGHT	LIQUOR	O-SOURCE MISC	38.87
	11/23/18	FREIGHT	LIQUOR	O-SOURCE MISC	10.14
	11/23/18	FREIGHT	LIQUOR	O-SOURCE MISC	1.69-
	11/23/18	FREIGHT	LIQUOR	O-SOURCE MISC	1.69-
				TOTAL:	19,748.11
USA SERVICES	11/23/18	TOWELS, CLEANERS	GENERAL FUND	CENTER FOR ACTIVE LIVI	57.04
	11/23/18	OLSON TOWELS	RECREATION	OLSON PARK CAMPGROUND	43.20_
				TOTAL:	100.24
DBA KJOE	11/23/18	LIQUOR ADS	LIQUOR	O-GEN MISC	165.00_
				TOTAL:	165.00
KUHLE, MICHAEL	11/23/18	REIMBUSE CGMC FALL CONF TR	GENERAL FUND	MAYOR AND COUNCIL	192.93_
				TOTAL:	192.93
LABOR AND INDUSTRY	11/23/18	PRESSURE VESSEL RENEWAL	GENERAL FUND	PAVED STREETS	10.00
	11/23/18	PRESSURE VESSEL RENEWAL	WATER	O-DISTR MISC	10.00
	11/23/18	PRESSURE VESSEL RENEWAL	WATER	O-DISTR MISC	10.00
	11/23/18	PRESSURE VESSEL-WWTP	MUNICIPAL WASTEWAT	O-PURIFY MISC	30.00
	11/23/18	PRESSURE VESSEL RENEWAL	ELECTRIC	O-DISTR MISC	10.00_
				TOTAL:	70.00
LARSON CRANE SERVICE INC	11/23/18	REPAIR AERATION LINE-WWTP	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	2,150.00

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
				TOTAL:	2,150.00
LARSON JESSE	11/23/18	REIMBURSE CDL LICENSE	GENERAL FUND	PAVED STREETS	19.00_
				TOTAL:	19.00
LAWNS PLUS	11/23/18	LAWN MOWING AUG 2,14, 2, 3	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	300.00
	11/23/18	LAWN MOWING SEPT 5, 11, 17	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	300.00_
				TOTAL:	600.00
MALTERS SHEPHERD & VON HOLTUM	11/23/18	LEGAL FEES	GENERAL FUND	CITY ATTORNEY	1,944.00
	11/23/18	LEGAL FEES-WILLIAMS	GENERAL FUND	CITY ATTORNEY	351.00
	11/23/18	LEGAL FEES-RENTAL ORDINANC	GENERAL FUND	ECONOMIC DEVELOPMENT	36.00
	11/23/18	LEGAL FEES-NUISANCE	GENERAL FUND	CODE ENFORCEMENT	198.00
	11/23/18	LEGAL FEES	ELECTRIC	PROFESSIONAL SERVICES	50.00_
				TOTAL:	2,579.00
MARTHALER CDJR	11/23/18	#17-44 REPAIR ENGINE WIRES	GENERAL FUND	POLICE ADMINISTRATION	15.53
	11/23/18	#17-44 REPAIR ENGINE WIRES	GENERAL FUND	POLICE ADMINISTRATION	103.50
	11/23/18	#14-40 OIL CHANGE, AIR FIL	GENERAL FUND	POLICE ADMINISTRATION	51.34
	11/23/18	#14-40 OIL CHANGE, AIR FIL	GENERAL FUND	POLICE ADMINISTRATION	13.00_
				TOTAL:	183.37
MEDIACOM	11/23/18	HIGH SPEED INTERNET	GENERAL FUND	PAVED STREETS	109.95_
				TOTAL:	109.95
MICHAEL EGGERS	11/23/18	#507 OIL CHANGE, DIAGNOSTI	RECREATION	PARK AREAS	101.88
	11/23/18	#507 OIL CHANGE, DIAGNOSTI	RECREATION	PARK AREAS	168.00
	11/23/18	#507 OIL CHANGE, DIAGNOSTI	RECREATION	PARK AREAS	13.50_
				TOTAL:	283.38
MINNESOTA DEPARTMENT OF AGRICULTURE	11/23/18	TREE CARE REGISTRY	RECREATION	TREE REMOVAL	25.00_
				TOTAL:	25.00
MINNESOTA DEPARTMENT OF HEALTH	11/23/18	OLSON LICENSE	RECREATION	OLSON PARK CAMPGROUND	570.00
	11/23/18	COMMUNITY WATER SUPPLY SER	WATER	O-DISTR METERS	6,609.00_
				TOTAL:	7,179.00
MINNESOTA DEPT OF HEALTH	11/23/18	APPLICATION FEE-ENV LAB AC	MUNICIPAL WASTEWAT	O-PURIFY LABORATORY	800.00_
				TOTAL:	800.00
MINNESOTA OFFICE OF ADMIN HEARINGS	11/23/18	PERA APPEAL	GENERAL FUND	POLICE ADMINISTRATION	1,589.00_
				TOTAL:	1,589.00
MISCELLANEOUS V MEYER JASON W	11/23/18	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	NON-DEPARTMENTAL	82.81
MEYER JASON W	11/23/18	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	ACCTS-RECORDS & COLLEC	0.69_
				TOTAL:	83.50
NICOLE R KEMPEMA	11/23/18	CLEANING CS OK FACTOR	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	64.13
	11/23/18	CLEANING- WHS CHOIR CONCERT	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	64.13_
				TOTAL:	128.26
NIENTKERK COMPANIES	11/23/18	PORTABLE RESTROOM RENTAL	RECREATION	PARK AREAS	300.00_
				TOTAL:	300.00
NOBLES COOPERATIVE ELECTRIC	11/23/18	ELECTRIC SERVICE	WATER	O-PUMPING	15.00
	11/23/18	ELECTRIC SERVICE	WATER	O-PUMPING	7.59

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
				TOTAL:	22.59
NOBLES COUNTY ATTORNEY	11/23/18	SEIZED PROPERTY-DE ARANDA	PD TASK FORCE	BUFFALO RIDGE DRUG TAS	185.40_
				TOTAL:	185.40
NOBLES COUNTY AUDITOR/TREASURER	11/23/18	LEASE PAYMENT UTILITIES	WATER	O-DISTR RENTS	152.11
	11/23/18	LEASE PAYMENT UTILITIES	WATER	ADMIN RENT	304.23
	11/23/18	LEASE PAYMENT UTILITIES	MUNICIPAL WASTEWAT	O-PURIFY MISC	121.69
	11/23/18	LEASE PAYMENT UTILITIES	MUNICIPAL WASTEWAT	ADMIN RENT	243.38
	11/23/18	LEASE PAYMENT UTILITIES	ELECTRIC	O-DISTR RENTS	730.14
	11/23/18	LEASE PAYMENT UTILITIES	ELECTRIC	ADMIN RENT	1,490.71_
				TOTAL:	3,042.26
NOBLES COUNTY LANDFILL	11/23/18	MC FITNESS DEMO	GENERAL FUND	PAVED STREETS	3,534.83_
				TOTAL:	3,534.83
ONE OFFICE SOURCE	11/23/18	USB CARD	GENERAL FUND	CLERK'S OFFICE	14.91
	11/23/18	JUMBO CLIP, BINDER CLIPS	GENERAL FUND	CLERK'S OFFICE	3.39
	11/23/18	POPOP NOTES	GENERAL FUND	ENGINEERING ADMIN	11.92
	11/23/18	11X17 LEDGER PAPER	GENERAL FUND	ENGINEERING ADMIN	26.22
	11/23/18	POPOP NOTES	GENERAL FUND	ECONOMIC DEVELOPMENT	11.92
	11/23/18	11X17 LEDGER PAPER	GENERAL FUND	ECONOMIC DEVELOPMENT	26.23
	11/23/18	BUSINESS CARDS	GENERAL FUND	POLICE ADMINISTRATION	97.71
	11/23/18	BINDERS	GENERAL FUND	POLICE ADMINISTRATION	11.46
	11/23/18	LEGAL PAD, MARKER PEN	GENERAL FUND	SECURITY CENTER	6.75
	11/23/18	LEGAL PAD, MARKER PEN	GENERAL FUND	SECURITY CENTER	6.76
	11/23/18	JIFFYLITE MAILER	GENERAL FUND	SECURITY CENTER	12.99
	11/23/18	JIFFYLITE MAILER	GENERAL FUND	SECURITY CENTER	12.98
	11/23/18	HANGING FOLDERS	GENERAL FUND	FIRE ADMINISTRATION	34.50
	11/23/18	EASEL PADS	GENERAL FUND	FIRE ADMINISTRATION	109.06
	11/23/18	EASEL PAD, HANGING FOLDERS	GENERAL FUND	FIRE ADMINISTRATION	82.29
	11/23/18	DESKPAD CALENDAR, MONTHLY	GENERAL FUND	FIRE ADMINISTRATION	23.47
	11/23/18	DESK SHELL	GENERAL FUND	FIRE ADMINISTRATION	125.00
	11/23/18	DOMED TRASH RECEPTACLES	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	337.72
	11/23/18	COPIER SERVICE-MXC301W	LIQUOR	O-GEN MISC	66.00
	11/23/18	CARTRIDGE	DATA PROCESSING	DATA PROCESSING	131.99
	11/23/18	MOUSE/KEYBOARD WIRELESS	DATA PROCESSING	DATA PROCESSING	48.00_
				TOTAL:	1,201.27
OPTUM BANK	11/23/18	MONTHLY HSA ADMIN FEE	GENERAL FUND	GENERAL GOVT BUILDINGS	48.75_
				TOTAL:	48.75
PAUSTIS & SONS	11/23/18	WINE	LIQUOR	NON-DEPARTMENTAL	96.00
	11/23/18	WINE	LIQUOR	NON-DEPARTMENTAL	5,026.00
	11/23/18	FREIGHT	LIQUOR	O-SOURCE MISC	2.25
	11/23/18	FEIGHT	LIQUOR	O-SOURCE MISC	63.75_
				TOTAL:	5,188.00
PEPSI COLA BOTTLING CO	11/23/18	MIX	LIQUOR	NON-DEPARTMENTAL	105.95
	11/23/18	MIX	LIQUOR	NON-DEPARTMENTAL	101.90_
				TOTAL:	207.85
PHILLIPS WINE & SPIRITS INC	11/23/18	WINE	LIQUOR	NON-DEPARTMENTAL	3,030.80
	11/23/18	LIQUOR	LIQUOR	NON-DEPARTMENTAL	7,283.34
	11/23/18	WINE	LIQUOR	NON-DEPARTMENTAL	3,124.90
	11/23/18	MIX	LIQUOR	NON-DEPARTMENTAL	112.50

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
	11/23/18	WINE	LIQUOR	NON-DEPARTMENTAL	1,640.00
	11/23/18	LIQUOR	LIQUOR	NON-DEPARTMENTAL	3,273.98
	11/23/18	WINE	LIQUOR	NON-DEPARTMENTAL	1,348.55
	11/23/18	FREIGHT	LIQUOR	O-SOURCE MISC	111.54
	11/23/18	FREIGHT	LIQUOR	O-SOURCE MISC	135.46
	11/23/18	FREIGHT	LIQUOR	O-SOURCE MISC	70.55
	11/23/18	FREIGHT	LIQUOR	O-SOURCE MISC	25.35
	11/23/18	FREIGHT	LIQUOR	O-SOURCE MISC	52.91
	11/23/18	FREIGHT	LIQUOR	O-SOURCE MISC	43.94
				TOTAL:	20,253.82
PLUNKETTS PEST CONTROL INC	11/23/18	THOMPSON BED BUG, COCKROAC	GENERAL FUND	OTHER GEN GOVT MISC	58,500.00
	11/23/18	PEST CONTROL-QUARTERLY	LIQUOR	O-GEN MISC	18.55
				TOTAL:	58,518.55
RACOM CORP	11/23/18	#14-29 REPLACE DOCKING STA	GENERAL FUND	POLICE ADMINISTRATION	95.00
	11/23/18	#14-29 REPLACE DOCKING STA	GENERAL FUND	POLICE ADMINISTRATION	56.00
	11/23/18	PAGER BELT CLIPS	GENERAL FUND	FIRE ADMINISTRATION	49.50
	11/23/18	SERVICE LABOR-STORM SIRENS	GENERAL FUND	CIVIL DEFENSE ADMIN	95.00
				TOTAL:	295.50
RADIO WORKS LLC	11/23/18	OPEN HOUSE IN STUDIO INTER	LIQUOR	O-GEN MISC	55.00
	11/23/18	KEYS TO THE CAN-AM ADS	LIQUOR	O-GEN MISC	500.00
	11/23/18	OPEN HOUSE IN STUDIO INTER	LIQUOR	O-GEN MISC	65.00
				TOTAL:	620.00
RED BULL DISTRIBUTION COMPANY INC	11/23/18	MIX	LIQUOR	NON-DEPARTMENTAL	101.25
				TOTAL:	101.25
RJM DISTRIBUTING INC	11/23/18	WINE	LIQUOR	NON-DEPARTMENTAL	64.00
	11/23/18	BEER	LIQUOR	NON-DEPARTMENTAL	284.85
				TOTAL:	348.85
ROEMELING, DUSTIN	11/23/18	BCA CLASS TRAVEL	GENERAL FUND	POLICE ADMINISTRATION	31.49
	11/23/18	BCA CLASS TRAVEL	GENERAL FUND	POLICE ADMINISTRATION	59.50
				TOTAL:	90.99
RONS REPAIR INC	11/23/18	SKIDLOADER BATTERY	RECREATION	PARK AREAS	137.18
	11/23/18	#408 ELEMENT KIT	STORM WATER MANAGE	STREET CLEANING	29.16
				TOTAL:	166.34
ROUND LAKE VINEYARDS & WINERY LLC	11/23/18	WINE	LIQUOR	NON-DEPARTMENTAL	846.00
				TOTAL:	846.00
RUNNINGS SUPPLY INC-ACCT#9502440	11/23/18	GLOVES	MUNICIPAL WASTEWAT	O-PURIFY MISC	29.97
	11/23/18	GRINDING WHEEL 4.5"	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	3.09
				TOTAL:	33.06
RUNNINGS SUPPLY INC-ACCT#9502485	11/23/18	SPICES, STRIKER FLINT	GENERAL FUND	PAVED STREETS	5.18
	11/23/18	TARP TAPE	GENERAL FUND	PAVED STREETS	19.99
	11/23/18	CHRISTMAS LIGHTS	GENERAL FUND	MISC SPECIAL DAYS/EVEN	6.99
	11/23/18	CHRISTMAS LIGHTS	GENERAL FUND	MISC SPECIAL DAYS/EVEN	35.12
	11/23/18	SOCKETS	RECREATION	PARK AREAS	13.38
	11/23/18	FLOWER POT CHAINS	RECREATION	PARK AREAS	79.00
	11/23/18	GREASE GUN	RECREATION	PARK AREAS	208.36
				TOTAL:	368.02

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
SANFORD HEALTH	11/23/18	HAND WIPES	GENERAL FUND	POLICE ADMINISTRATION	40.56-
	11/23/18	INFLUENZA SHOTS	SAFETY PROMO/LOSS	HEALTH/SAFETY/FITNESS	1,600.00_
				TOTAL:	1,559.44
SCHWALBACH ACE HARDWARE-5930	11/23/18	RANGE KEYS	GENERAL FUND	POLICE ADMINISTRATION	17.88
	11/23/18	DOOR SPONGE	GENERAL FUND	PAVED STREETS	9.99
	11/23/18	FASTENERS	GENERAL FUND	CENTER FOR ACTIVE LIVI	0.38
	11/23/18	BIKE BRIDGE ORNAMENTS	GENERAL FUND	MISC SPECIAL DAYS/EVEN	27.98
	11/23/18	CHRISTMAS LIGHTS	GENERAL FUND	MISC SPECIAL DAYS/EVEN	149.90
	11/23/18	AIR FILTER, WELD GLUE	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	15.48
	11/23/18	AIR FILTERS	ECONOMIC DEV AUTHO	TRAINING/TESTING CENTE	134.82
	11/23/18	NAIL FILLER	ECONOMIC DEV AUTHO	TRAINING/TESTING CENTE	1.99
	11/23/18	PAINTING SUPPLIES	LIQUOR	O-GEN MISC	40.33
	11/23/18	AIR FILTERS	AIRPORT	O-GEN MISC	34.95_
				TOTAL:	433.70
SOUTHERN GLAZER'S OF MN	11/23/18	LIQUOR	LIQUOR	NON-DEPARTMENTAL	7,835.09
	11/23/18	WINE	LIQUOR	NON-DEPARTMENTAL	354.00
	11/23/18	LIQUOR	LIQUOR	NON-DEPARTMENTAL	6,203.06
	11/23/18	WINE	LIQUOR	NON-DEPARTMENTAL	13.74
	11/23/18	LIQUOR	LIQUOR	NON-DEPARTMENTAL	756.00
	11/23/18	FREIGHT	LIQUOR	O-SOURCE MISC	92.55
	11/23/18	FREIGHT	LIQUOR	O-SOURCE MISC	11.41
	11/23/18	FREIGHT	LIQUOR	O-SOURCE MISC	0.23
	11/23/18	FREIGHT	LIQUOR	O-SOURCE MISC	27.75
	11/23/18	FREIGHT	LIQUOR	O-GEN MISC	107.04_
				TOTAL:	15,400.87
TRENTON STOYKE	11/23/18	MATS	GENERAL FUND	GENERAL GOVT BUILDINGS	56.80_
				TOTAL:	56.80
THYSSENKRUPP ELEVATOR CORP	11/23/18	ELEVATOR SERVICE	GENERAL FUND	CENTER FOR ACTIVE LIVI	410.84_
				TOTAL:	410.84
UNITED PARCEL SERVICE	11/23/18	INTERNET SHIPPING CHARGES	ELECTRIC	O-DISTR MISC	17.34_
				TOTAL:	17.34
US BANK OPERATIONS CENTER	11/23/18	MCMU LEWIS & CLARK WATER L WATER		NON-DEPARTMENTAL	80,000.00
	11/23/18	MCMU LEWIS & CLARK WATER L WATER		NON-DEPARTMENTAL	33,786.61
	11/23/18	MCMU LEWIS & CLARK WATER L WATER		LEWIS & CLARK PROJECT	7,067.55_
				TOTAL:	120,854.16
VERIZON WIRELESS	11/23/18	AIR CARD	PD TASK FORCE	BUFFALO RIDGE DRUG TAS	26.02
	11/23/18	MONTHLY WIRELESS SERVICE	WATER	O-DISTR MISC	40.01
	11/23/18	MONTHLY WIRELESS SERVICE	WATER	O-DISTR MISC	38.72
	11/23/18	MONTHLY WIRELESS SERVICE	WATER	O-DISTR MISC	60.94
	11/23/18	MONTHLY WIRELESS SERVICE	WATER	O-DISTR MISC	33.72
	11/23/18	MONTHLY WIRELESS SERVICE	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	40.01
	11/23/18	MONTHLY WIRELESS SERVICE	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	50.94
	11/23/18	MONTHLY WIRELESS SERVICE	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	50.94
	11/23/18	MONTHLY WIRELESS SERVICE	MUNICIPAL WASTEWAT	O-PURIFY SUPERVISION	50.94
	11/23/18	MONTHLY WIRELESS SERVICE	ELECTRIC	O-DISTR SUPER & ENG	40.01
	11/23/18	MONTHLY WIRELESS SERVICE	ELECTRIC	O-DISTR SUPER & ENG	40.01
	11/23/18	MONTHLY WIRELESS SERVICE	ELECTRIC	O-DISTR SUPER & ENG	14.19-
	11/23/18	MONTHLY WIRELESS SERVICE	ELECTRIC	O-DISTR SUPER & ENG	50.94
	11/23/18	MONTHLY WIRELESS SERVICE	ELECTRIC	O-DISTR SUPER & ENG	60.94

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
	11/23/18	MONTHLY WIRELESS SERVICE	ELECTRIC	O-DISTR MISC	52.72
	11/23/18	MONTHLY WIRELESS SERVICE	ELECTRIC	ADMIN OFFICE SUPPLIES	60.94
	11/23/18	MONTHLY WIRELESS SERVICE	ELECTRIC	ACCTS-METER READING	60.94_
				TOTAL:	744.55
VINOCOPIA INC	11/23/18	LIQUOR	LIQUOR	NON-DEPARTMENTAL	108.25
	11/23/18	WINE	LIQUOR	NON-DEPARTMENTAL	216.00
	11/23/18	FREIGHT	LIQUOR	O-SOURCE MISC	7.50_
				TOTAL:	331.75
MARGARET HURLBUT VOSBURGH	11/23/18	YOGA FALL SESSION #2	GENERAL FUND	CENTER FOR ACTIVE LIVI	537.60_
				TOTAL:	537.60
W-2'S QUALITY MEATS	11/23/18	OPEN HOUSE SUPPLIES	LIQUOR	O-GEN MISC	136.46_
				TOTAL:	136.46
WESCO RECEIVABLES CORP	11/23/18	LED ROADWAY LIGHTS	ELECTRIC	FA DISTR ST LITE & SIG	257.52_
				TOTAL:	257.52
WIETZEMA TODD	11/23/18	MN PUBLIC WORKS CONFERENCE	GENERAL FUND	PAVED STREETS	541.91_
				TOTAL:	541.91
WINE MERCHANTS	11/23/18	WINE	LIQUOR	NON-DEPARTMENTAL	6,575.00
	11/23/18	FREIGHT	LIQUOR	O-SOURCE MISC	174.06_
				TOTAL:	6,749.06
WORTHINGTON CABLE 3 TV PUBLIC ACCESS	11/23/18	FRANCHISE FEE-3RD QTR-CLAR CABLE TELEVISION		CABLE	20,628.15
	11/23/18	FRANCHISE FEE-OCTOBER, MED CABLE TELEVISION		CABLE	3,268.40_
				TOTAL:	23,896.55
YMCA	11/23/18	2018 CONTRACT PAYMENT	RECREATION	RECREATION PROGRAMS	4,219.00_
				TOTAL:	4,219.00

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

101	GENERAL FUND	112,486.35
202	MEMORIAL AUDITORIUM	15,538.28
207	PD TASK FORCE	304.12
229	RECREATION	5,959.47
231	ECONOMIC DEV AUTHORITY	136.81
601	WATER	130,850.47
602	MUNICIPAL WASTEWATER	5,796.15
604	ELECTRIC	5,351.12
605	INDUSTRIAL WASTEWATER	21,011.24
606	STORM WATER MANAGEMENT	29,547.88
609	LIQUOR	143,367.92
612	AIRPORT	6,670.15
702	DATA PROCESSING	179.99
703	SAFETY PROMO/LOSS CTRL	1,600.00
872	CABLE TELEVISION	23,896.55

GRAND TOTAL:	502,696.50
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PACKET: 02974 EFT PAYABLES
VENDOR SET: 01 CITY OF WORTHINGTON *** DRAFT/OTHER LISTING ***
BANK: 1 WELLS FARGO-CITY

VENDOR	I.D.	NAME	ITEM TYPE	ITEM DATE	DISCOUNT	AMOUNT	ITEM NO#	ITEM AMOUNT
M00115		MISSOURI RIVER ENERGY SERVICES	D	11/22/2018			000766	1,259,550.62
S00202		STATE OF MINNESOTA DEPT OF REVED		11/22/2018			000767	88,027.00
W00123		WELLS FARGO BANK MN NA	D	11/22/2018			000768	7,849.16

* * B A N K T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	0	0.00	0.00	0.00
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	3	0.00	1,355,426.78	1,355,426.78
VOID CHECKS:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
CORRECTIONS:	0	0.00	0.00	0.00
BANK TOTALS:	3	0.00	1,355,426.78	1,355,426.78