

**WORTHINGTON CITY COUNCIL  
REGULAR MEETING**

**AGENDA**

**5:30 P.M. - Monday, January 27, 2025  
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. Regular City Council Meeting Minutes of January 13, 2025
2. MINUTES OF BOARDS AND COMMISSIONS (PINK)
  - a. Joint Powers Transit Authority Meeting Minutes of October 31, 2024
3. CITY COUNCIL BUSINESS (WHITE)

**Case Item(s)**

1. Application for Exemption from Lawful Gambling - Pheasants Forever Nobles County Chapter 14
4. BILLS PAYABLE (WHITE)

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

**E. CITY COUNCIL BUSINESS - ADMINISTRATION (WHITE)**

**Case Item(s)**

1. Nominating Committee Recommendations for Committee

Appointment/Reappointments

2. Law Enforcement Labor Services #274 Contract
3. Offer of Financial Assistance to Derocher Brothers Construction, LLC for the Development of Market Rate Multi-Family Rental Housing
4. Cannabis Ordinance - First Reading

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

Case Item(s)

1. Receive Reports and Order Hearing on Murray Avenue Street Reconstruction Project
2. Receive Reports and Order Hearing on Sixth Avenue Street Reconstruction Project

**G. CITY COUNCIL BUSINESS - COMMUNITY DEVELOPMENT (GRAY)**

Case Item(s)

1. Consideration of Future Special Assessments – Lot 1, Block 1, Worthington Bio Science Industrial Park Fourth Addition

**H. COUNCIL COMMITTEE REPORTS**

1. Mayor Von Holdt
2. Council Member Janssen
3. Council Member Ernst
4. Council Member Weber
5. Council Member Kuhle
6. Council Member Kielblock

**I. CITY ADMINISTRATOR REPORT**

**J. ADJOURNMENT**

**WORTHINGTON CITY COUNCIL  
ANNUAL MEETING  
JANUARY 13, 2025**

The meeting was called to order at 5:30 p.m., in City Hall Council Chambers by Mayor Rick Von Holdt with the following Council Members present: Chris Kielblock, Larry Janssen, Mike Kuhle, Dennis Weber, Amy Ernst.

Staff present: Hyunmyeong Goo, City Engineer; Matt Selof, Community Development Director; Steve Robinson, City Administrator; Troy Appel, Public Safety Director; Jake Walker, Police Detective; K-9 Winston; Cristina Adame, Community Relations & Communications; Mindy Eggers, City Clerk.

Others Present: Sam Martin, The Globe; Travis Winters, Bolton & Menk; Chris Spidel, Roger Baschke, David Lee, Mabel Lee.

The Pledge of Allegiance was recited.

**AGENDA APPROVED WITH ADDITIONS/CHANGES**

The Mayor stated *Item I. 1. 2025 Private Docks on Public Property* would be removed from the agenda.

A motion was made by Council Member Kielblock, seconded by Council Member Janssen and unanimously carried to approve the agenda with the noted change.

**RESOLUTION NO. 2025-01-02 ADOPTED ORDERING IMPROVEMENT AND PREPARATION OF PLANS AND SPECIFICATIONS**

Pursuant to published notice, this was the time and date set for a public hearing on ordering improvement preparation of plans and specifications.

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

Travis Winters gave a presentation on the proposed project and improvements that are planned along with the approximate timeline for the reconstruction project.

Roger Baschke, Viking Car Credit, asked about the assessments as his business has three sides that abut the street. Hyunmyeong Goo, City Engineer, said, according to state statute, it does not allow three sides to be assessed only up to two are allowed. He noted the City will also have to acquire a right of way.

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

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

RESOLUTION NO. 2025-01-02

A RESOLUTION ORDERING IMPROVEMENT AND PREPARATION OF PLANS AND SPECIFICATIONS

(Refer to Resolution File for complete copy of Resolution)

**RESOLUTION NO. 2025-01-03 ADOPTED ORDERING IMPROVEMENT AND PREPARATION OF PLANS AND SPECIFICATIONS**

Pursuant to published notice, this was the time and date set for a public hearing on ordering improvement preparation of plans and specifications.

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

Hyunmyeong Goo, City Engineer, gave a presentation on the proposed project, outlining the timeline and projected assessments.

The Mayor asked if anyone had any testimony, none was received.

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

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

RESOLUTION NO. 2025-01-03

A RESOLUTION ORDERING IMPROVEMENT AND PREPARATION OF PLANS AND SPECIFICATIONS

(Refer to Resolution File for complete copy of Resolution)

**CONSENT AGENDA**

A motion was made by Council Member Keilblock, seconded by Council Member Kuhle and unanimously carried to approve the consent agenda as presented.

- City Council Meeting Minutes of December 23, 2024
- Water & Light Commission Meeting Minutes of January 6, 2025
- Municipal Liquor Store Income Statement for the period of January 1, 2024 through November 30, 2024
- Olson Park Statement of Revenues & Expenditures - Budget and Actual for the period of January 1, 2024 through November 30, 2024
- Fieldhouse Statement of Revenue and Expenditures - Budget and Actual for the period of January 1, 2024 through November 30, 2024
- Annual Appointments
- Appointment of City Attorney
- Application for Exemption from Lawful Gambling - Whitetails Unlimited MN Southwest Deer Camp
- 2025 License Renewal - Circle K
- Bills Payable Totaling \$1,257,198.73

**RESOLUTION NO. 2025-01-04 ADOPTED AUTHORIZING TRANSFER OF K-9 WINSTON TO PET STATUS**

Troy Appel, Public Safety Director, said the Worthington Police Department has set the official date for K-9 Winston's retirement for January 13, 2025.

Mr. Appel said K-9 Winston started his career with WPD in 2017 partnering with Detective Jake Walker. Together they have displayed professionalism and dedication to Worthington and have been instrumental in keeping the City safe. Throughout Winston's career he was deployed over 120 times, performed dozens of public demos, and located large quantities of controlled substances including over 20 pounds of methamphetamine.

Staff requested Winston be decommissioned as City property, becoming the family pet of Jake Walker. Mr. Walker signed an agreement that Winston will not be used for law enforcement purposes on or after January 13, 2025.

Council thanked Jake and K-9 Winston and wished them well.

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

RESOLUTION NO. 2025-01-03

A RESOLUTION AUTHORIZING TRANSFER OF K-9, WINSTON, TO PET STATUS

(Refer to Resolution File for complete copy of Resolution)

**ELECTION OF MAYOR PRO TEM**

Section 2.02 of the Worthington City Charter states that at the Annual Meeting the City Council shall, from its number and by ballot, elect a Mayor Pro Tem who shall preside over the meetings of the City Council during the absence of the Mayor from the City, or upon the inability of the Mayor, from any cause, to discharge the duties of the office.

Following distribution of ballots and voting, the following votes were cast:

Council Member Kielblock - 0  
Council Member Kuhle - 2  
Council Member Weber - 0  
Council Member Ernst - 3

Following vote tabulation by the Clerk, a motion was made by Council Member Kuhle, seconded by Council Member Weber and unanimously carried to approve Council Member Ernst as Mayor Pro Tem for 2025.

**INTERNATIONAL UNION OF OPERATING ENGINEERS (I.U.O.E.) LOCAL #49,  
CONTRACT APPROVE**

Steve Robinson, City Administrator, said I.U.O.E. Local #49, which represents non-salaried employees in the Water, Wastewater, Public Works departments and the Engineering Technicians expired on December 31, 2024.

Administrative staff participated in two in-person negotiating sessions with I.U.O.E. representatives and have reached an agreement for a three-year contract with a 5.0% cost-of-living adjustment effective January 1, 2025, a 4.0% cost-of-living adjustment effective January 1, 2026, and a 4.0% cost-of-living adjustment effective January 1, 2027.

The agreement includes amendments to the vacation schedule, amendments to the Extended Sick Leave conversion schedule and fitness facility reimbursement. In addition, the agreement includes a provision to meet and confer regarding Minnesota Paid Leave at a future date prior to its implementation scheduled for January 1, 2026.

The terms of the agreement have been presented to the Compensation Committee, with the committee recommending approval of the proposed terms.

The agreement was approved at the January 6, 2025 Water and Light Commission meeting.

The motion was made by Council Member Kuhle, seconded by Council Member Weber and unanimously carried to approve the terms of the 2025 - 2027 agreements with IUOE Local #49.

**AUTHORIZE STAFF TO ADVERTISE FOR BIDS APPROVED**

Mr. Robinson said at the October 14, 2024 City Council meeting, Council approved an agreement with the firm of Bolton and Menk to do design work for a 150'x 50, 3 bay hangar unit at the Worthington Municipal Airport.

The plans have been completed and Bolton and Menk would like Council's authorization to advertise for bids. The proposed timeline is as follows:

- January 13th, 2025 Authorize bids
- February 5th, 2025 Open bids
- February 24th, 2025 Bid Recommendation

The motion was made by Council Member Kuhle, seconded by Council Member Weber and unanimously carried to authorize staff to solicit bids for the Airport Hangar project.

#### **BUDGET AMENDMENT TO PURCHASE PUBLIC WORKS TRUCKS APPROVED**

Mr. Robinson said staff requested council's approval to do a 2025 budget amendment to purchase a new Ford F350 1 Ton truck. The type of truck that fits the Park's Department needs will need to have a single cab, long wheelbase, and dual tires. These vehicles have been hard to find in the past, however, staff has located a truck that meets all of our needs and would like to purchase the chassis portion at this time.

The current 2025 ERS budget has a balance of \$53,666.00. The 2011 truck was initially planned to be replaced in 2026. The price quoted for the new 1 Ton chassis is \$51,287 plus tax. Staff's intent is to purchase the new chassis in the 2025 budget and the box, hoist, and lift in the 2026 budget.

Council Member Ernst asked what the additional cost would be for the box, hoist, and lift. She said it doesn't make sense to have a truck that you cannot use. Mr. Robinson said those items would add approximately an additional cost of \$27,188.00. He also noted that staff is unsure at this time if the truck will already have running boards and the back-up alarm or if that would need to be added and that cost would be approximately another \$1,000.00. The total amount for a fully outfitted truck would be approximately \$81,000.00. Council Members agreed it makes more sense to buy the completed truck, being able to use it and payback the ERS budget.

The motion was made by Council Member Ernst, seconded by Council Member Weber and unanimously carried to allow staff to amend the 2025 budget for the purchase of the new fully equipped one ton truck.

#### **APPROVED REVISED TASK ORDER 31 BOLTON AND MENK TO PROVIDE PRELIMINARY ENGINEERING SERVICE FOR EAST FLOWER LANE EXTENSION**

Hyunmyeong Goo, City Engineer, said Council passed a resolution to order a feasibility report on the East Flower Lane Extension project on December 23, 2024.

Bolton and Menk's Task Order number 31, provides preliminary engineering service which includes topographic survey, cost estimate, and final design of the regional storm water pond. The task order is not to exceed \$65,000.

The motion was made by Council Member Kuhle, seconded by Council Member Ernst and unanimously carried to approve Task Order 31.

**RESOLUTION NO. 2025-01-05 ADOPTED AMENDING ZONING APPLICATION FEES, SANITARY SEWER CONNECTION PERMIT FEES, AND ESTABLISHING A FEE FOR A MINOR SUBDIVISION APPLICATIONS**

Matt Selof, Community Development Director, said in the Worthington City Code Sections 155.221 and 155.224 states it will grant the power to establish a fee schedule for work associated with Chapter 155. This covers applications for things like rezonings, conditional use permits, plats, variances, appeals, vacating easements, and other items. Current Fees are as follows:

**Zoning Application Fees**

Preliminary Plat - \$150  
Rezoning - \$200  
Zoning Text Change - \$200  
Conditional Use Permit - \$200  
Vacation of Public Way - \$75  
Planned Unit Development - \$350

Amended PUD - \$150  
Variance - \$200  
Administrative Appeal - \$30  
Appeal (Variance Decision Appeal) - \$30  
Vacate Non-Platted Easement - \$25  
Vacate Platted Easement - \$100

Mr. Selof explained the fees cover staff time to review applications, work with the applicant, site inspections, public hearing notices, and other work associated with the requested. All of the applications above require approval by the Planning Commission and/or City Council. Easement vacations require action by the Water and Light Commission. The fees have not been changed for many years. To ensure the costs associated with the applications is adequately covered, staff is proposing the fees be increased to the following amounts:

Preliminary Plat - \$500  
Rezoning - \$400  
Zoning Text Change - \$400  
Conditional Use Permit - \$350



Vacation of Public Way - \$600

Planned Unit Development - \$1000

Amended PUD - \$300

Variance - \$350

Administrative Appeal - \$200

Appeal (Variance Denial Appeal) - \$200

Vacate Easement - \$200 (combine non-platted and platted easement vacation requests)

In addition to the increases, staff is proposing to add a few for approval of minor subdivisions. He explained currently, no fee is charged for the review and approval despite those requests often taking considerable time to review and work with the applicant. Staff is proposing that fee be set at \$100.00.

### **Sanitary Connection Permit Fees**

He also addressed Worthington City Code Chapter 51 which establishes policies for sanitary sewer connections. The section requires inspections be made to new sewer main connections to ensure the connections meet the applicable standards. Permits are issued for new connections, approved by the City Engineer's office, with the work inspected by the City's building inspectors. The current fee associated with this permit is \$10 and was set to help cover the inspection time and other costs associated with the permit. The nominal fee does not adequately cover the costs associated with inspecting the work, processing the permit, and any follow up that needs to be done so staff is proposing the fee be increased to \$50.

He noted while there are a lot of differences with how applications are structured and how fees are determined between cities the proposed increases are generally aligned with other cities.

Council Member Ernst said the fee increases seem to be quite aggressive. Council Member Kuhle stated he feels that while the fee increases are substantial, the fees should have been increased periodically over the years.

A motion was made by Council Member Kuhle, seconded by Council Member Kielblock and unanimously carried to adopt the following resolution:

RESOLUTION NO. 2025-01-05

A RESOLUTION AMENDING ZONING APPLICATION FEES, SANITARY SEWER CONNECTION PERMIT FEES, AND ESTABLISHING A FEE FOR A MINOR SUBDIVISION APPLICATIONS

(Refer to Resolution File for complete copy of Resolution)

**ORDINANCE NO.1210 EXTENDING THE CORPORATE CITY LIMITS OF THE CITY OF WORTHINGTON TO INCLUDE 70.00 ACRES OF UNPLATTED LAND ABUTTING THE CITY OF WORTHINGTON AND OWNED BY BEDOF RD INDUSTRIES, INC.**

Mr. Selof said an ordinance annexing 70 acres of land located north of Interstate 90 (parcel 20-0093-750) was approved by Council on October 14, 2024. After it was submitted to the State it was brought to our attention that they are requiring the additional language in the ordinance pertaining to description of property prior to final approval of the annexation.

The motion was made by Council Member Kielblock, seconded by Council Member Weber and unanimously carried to adopt the following ordinance:

**ORDINANCE NO. 1210**

**AN ORDINANCE EXTENDING THE CORPORATE CITY LIMITS OF THE CITY OF WORTHINGTON TO INCLUDE 70.00 ACRES OF UNPLATTED LAND ABUTTING THE CITY OF WORTHINGTON AND OWNED BY BEDFORD INDUSTRIES, INC.**

(Refer to Ordinance File for complete copy of Ordinance)

**COUNCIL COMMITTEE REPORTS**

Mayor Rick Von Holdt - Attended a Hazard Mitigation meeting via zoom.

Council Member Janssen - No report.

Council Member Ernst - No report.

Council Member Weber - No report.

Council Member Kielblock - Attended the Hazard Mitigation meeting via zoom. Attended the Karen Community New Year Celebration, they recognized Todd Wietzema and the Public Works staff for their cooperation and help when they hold events.

**CITY ADMINISTRATOR REPORT**

Mr. Robinson reminded Council of the Special City Council meeting on Wednesday, January 15, 2025, 4:00 p.m., in City Hall Council Chambers.

**ADJOURNMENT**

The motion was made by Council Member Kielblock, seconded by Council Member Weber and unanimously carried to adjourn the meeting at 6:27 p.m.

Mindy Eggers, MCMC  
City Clerk



# Southwestern Minnesota Opportunity Council, Inc.

1106 3<sup>rd</sup> Avenue

Telephone: 507-376-4195

P.O. Box 787

Fax: 507-376-3636

Worthington, MN 56187

TTY: 507-372-7279

— *"Strengthening our communities through opportunities and service"* —

## Nobles County Joint Powers Transit Authority Meeting Minutes

### October, 2024

#### Members Present:

Bruce Heitkamp    Justin Ahlers  
Chad Cummings    Sandy Demuth  
Steve Robinson    Gene Metz  
Chris Kielblock

#### Members Absent:

#### Others Present:

Karen DeBoer  
Stephanie Noerenberg

A meeting of the Nobles County Joint Powers Transit Authority was called to order at 7:05 a.m. by Chairperson- Steve Robinson.

Motion was made by Bruce Heitkamp, seconded by Chris Kielblock to approve the agenda. Motion passed.

A motion was made by Gene Metz, seconded by Chris Kielblock to approve the July 25, 2024 meeting minutes. Motion passed.

2024 YTD expenditure reports were reviewed. A motion was made by Gene Metz, seconded by Chris Kielblock to approve the YTD expenditure report and 2024 Transit Fund as presented pending audit. Motion passed.

November 6th will be the kickoff for MNDOT consultant to start the discovery panel to better understand the route and service design of the Worthington City Bus to provide better service to the public and increase ridership. A packet was giving reflecting MNDOT's Guidance for Fare and Service Changes.

2025 MNDOT Technology Grant, Prairieland Transit System was not picked to receive the \$10,000. Justin Ahlers motioned for the city and county to fund the amount; Chad Cummings seconded. Motion passed.

PINK  
The next regular meeting is scheduled for January 23rd, 2025 at 7:00 a.m. at the SMOC office.  
A motion was made by Justin Ahlers and seconded by Chad Cummings to adjourn the meeting.  
Meeting adjourned at 8:00 a.m.

Respectfully submitted,

Stephanie Noerenberg  
Transit Director

Respectfully submitted,

Karen DeBoer  
Child Care / Transit Department Head

## ADMINISTRATIVE SERVICES MEMO

**DATE:** JANUARY 27, 2025

**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 - PHEASANTS FOREVER NOBLES COUNTY CHAPTER 14**

The Pheasants Forever Nobles County Chapter 14, has submitted an Application for Exemption from Lawful Gambling as follows:

Organization:	Pheasants Forever Nobles County Chapter 14
CEO:	Scott Rall
Type of Event:	Raffle
Date & Location of Event:	March 21, 2025 Worthington Event Center 1447 Prairie Drive

The application (included as *Exhibit 1*) must be approved by the local governing body prior to being sent to the State for approval.

Council action is requested on the Application for Exemption from Lawful Gambling for the Pheasants Forever Nobles County Chapter 14.

### CASE ITEMS

**1. A Nominating Committee Meeting was held on January 23, 2025 and are making the following recommendations for committee appointments/reappointments:**

<u>Housing &amp; Redevelopment Authority</u>	Appoint Brad Spartz to fill unexpired term of Mike Kuhle , term to expire October 31, 2028
	Appoint Melissa Ramirez to fill the unexpired term of Bob Jirele, term to expire October 31, 2026
<u>Planning Commission</u>	Appoint Leann Barduson to fill the unexpired

term of Lizbeth Lerma, term to expire March 31, 2025 (upon her agreement to serve)

Water & Light Commission

Re-appoint Chad Nixon to a third three-year term, term to expire March 31, 2028

Re-appoint Amy Ernst to a second three-year term, term to expire March 31, 2028

Public Arts Commission

Appoint Gail Holinka to a first three-year term to replace Cheryl Avenel-Navarra, who completed two terms, term to expire November 30, 2028

Nominating Committee

Appoint Jeff Faragher to a first five-year term, term to expire November 30, 2029

**2. LAW ENFORCEMENT LABOR SERVICES #274 CONTRACT**

The current LELS #274 labor agreement which represents patrol and detective supervisors along with the dispatch supervisor expired on December 31, 2024.

City Administration and Human Resources staff participated in negotiating sessions with LELS #274 representatives and have reached an agreement for a three-year contract with a 5.0% cost-of-living adjustment effective January 1, 2025, a 4.0% cost-of-living adjustment effective January 1, 2026, a 4.0% cost-of-living adjustment effective January 1, 2027.

Additional changes to the proposed agreement include:

- Amending off-duty compensation for Canine Handlers to comply with the Fair Labor Standards Act, and
- Changes to the Vacation Schedule and Extended Sick Leave payout schedule adopted by City Council on December 9, 2024.

A copy of the agreement is included as *Exhibit 2*.

Council is requested to approve the terms of the 2025 - 2027 LELS #274 agreement and authorize execution.

**3. OFFER OF FINANCIAL ASSISTANCE TO DEROCHER BROTHERS CONSTRUCTION, LLC FOR THE DEVELOPMENT OF MARKET RATE MULTI-FAMILY RENTAL HOUSING**

City Council issued a right of first refusal to DeRocher Brothers Construction, LLC on

December 9, 2024 for the acquisition of Lot 1, Block 2 in the Cecilee Addition for the purpose of developing market rate multi-family housing. The right of first refusal extends to April 30, 2025 (*Exhibit 3*). DeRocher's proposed development includes up to five 12-unit apartment buildings likely to be constructed in phases as necessitated by rental demand.

The City Council Economic Development Sub-Committee forwards the following request of financial assistance for consideration by the full Council:

- Sale of the above parcel from the Economic Development Authority (EDA) to DeRocher Brothers Construction, LLC for a purchase price of \$107,000.00 financed by the EDA in accordance with a 20-year Contract for Deed.
- The EDA agrees to forgive each and every payment due under the Contract for Deed on a monthly basis so long as the Developer abides by the agreed upon terms including the Contract for Deed, Development Agreement and any other agreements presented.
- The balance of outstanding principal and interest shall be due to the EDA in the event the Developer sells, conveys, transfers, encumbers or disposes of the development property.
- The Developer shall reimburse the EDA for its attorney fees and all costs related to sale of the property and the loan closing.
- Provide financial incentives of \$15,000.0 per apartment unit up to a maximum of 36 units. The financial incentives, up to a maximum of \$540,000.00, to be paid on a prorated basis upon issuance of individual building certificates of occupancy.
- Five-year property tax abatement from the City of Worthington, Nobles County and Independent School District 518. The Developer shall be responsible for applying for and seeking approval for the tax abatement from each entity. The annual tax abatement will be based on the estimated market value as determined by the Nobles County Assessor and the tax rate of each of the public entities.
- The City will pay for, or reimburse the Developer, the cost of removing the Darling Drive cul-de-sac if and when it is needed.

Sources for the incentives include unallocated Spending Plan funds (\$256,903) and Minnesota Statewide Affordable Housing Aid funds received through 2025 (\$131,082).

Council is requested to consider the offer of financial assistance and authorize execution of the attached letter (*Exhibit 4*).

#### **4. CANNABIS ORDINANCE - FIRST READING**

In accordance with Minnesota Statutes, the City must adopt an ordinance regulating cannabis businesses within the City. The full ordinance is shown in ***Exhibit 5***. Regulations stipulated in the ordinance include registration process for businesses, fees, enforcement, penalties, hours of operation restrictions, and other requirements. The proposed ordinance also prohibits the use of cannabis products in public places. A separate ordinance dealing with buffer restrictions and zoning requirements is going before Planning Commission in February.

The City Attorney has reviewed the proposed ordinance and any suggested edits have been made.

Council is asked to approve a first reading of the ordinance shown in ***Exhibit 5*** and approve the summary ordinance shown in ***Exhibit 6***.



**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: Pheasants Forever Nobles County Chapter 14 Previous Gambling Permit Number: X-                    

Minnesota Tax ID Number, if any:                      Federal Employer ID Number (FEIN), if any:                     

Mailing Address: P.O. Box 1033

City: Worthington State: MN Zip: 56187 County: Nobles

Name of Chief Executive Officer (CEO): Scott Rall

CEO Daytime Phone:                      CEO Email:                       
(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](http://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): Worthington Event Center

Physical Address (do not use P.O. box): 1447 Prairie Drive

Check one:

☒ City: Worthington Zip: MN County: Nobles

☐ Township:                      Zip:                      County:                     

Date(s) of activity (for raffles, indicate the date of the drawing): March 21, 2025

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](http://www.mn.gov/gcb) and click on **Distributors** under the **List of Licensees** tab, or call 651-539-1900.

**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: January 16, 2025  
(Signature must be CEO's signature; designee may not sign)

Print Name: Scott Rall

**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)).

**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.

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 Depart-

ment 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.

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

An equal opportunity employer

**LABOR AGREEMENT**  
**BETWEEN**  
**THE CITY OF WORTHINGTON**  
**AND**  
**LAW ENFORCEMENT LABOR SERVICES, INC.**  
**FOR**  
**L.E.L.S. LOCAL #274**  
**SUPERVISORS**



**January 1, 2025 through December 31, 2027**

## TABLE OF CONTENTS

ARTICLE 1.	PREAMBLE AND STATEMENT OF PURPOSE.....	1
ARTICLE 2.	DEFINITIONS.....	1
ARTICLE 3.	RECOGNITION.....	1
ARTICLE 4.	L.E.L.S. SECURITY .....	2
ARTICLE 5.	EMPLOYER SECURITY .....	2
ARTICLE 6.	EMPLOYER AUTHORITY .....	3
ARTICLE-7.	GRIEVANCE PROCEDURE .....	3
ARTICLE 8.	SENIORITY .....	5
ARTICLE 9.	DISCIPLINE .....	7
ARTICLE 10.	WORK SCHEDULE.....	8
ARTICLE 11.	VACATION, EARNED SICK AND SAFE TIME, EXTENDED SICK LEAVE .....	9
ARTICLE 12.	FUNERAL LEAVE.....	11
ARTICLE 13.	HOLIDAY LEAVE.....	12
ARTICLE 14.	OVERTIME AND COMPENSATORY TIME OFF .....	13
ARTICLE 15.	CALL BACK PAY.....	14
ARTICLE 16.	COURT PAY .....	14
ARTICLE 17.	TRAINING AND QUALIFICATION TIME .....	14
ARTICLE 18.	LONGEVITY PAY .....	14
ARTICLE 19.	SHIFT DIFFERENTIAL .....	15
ARTICLE 20.	INSURANCE .....	15
ARTICLE 21.	CLOTHING ALLOWANCE .....	16
ARTICLE 22.	PERFORMANCE-BASED MERIT PAY .....	16
ARTICLE 23.	INJURY ON DUTY .....	17

**ARTICLE 24. COMPENSATION SCHEDULE.....17**

**ARTICLE 25. CANINE OFFICER .....18**

**ARTICLE 26. WAIVER.....18**

**ARTICLE 27. SAVINGS CLAUSE.....19**

**ARTICLE 28. DURATION .....19**

**ARTICLE 29. ON-CALL DUTY .....19**

**APPENDIX A    WAGES .....21**

**APPENDIX B    FITNESS MEMBERSHIP REIMBURSEMENT PLAN .....22**

## **ARTICLE 1. PREAMBLE AND STATEMENT OF PURPOSE**

- 1.1 This AGREEMENT is made and entered into between the City of Worthington, (hereinafter referred to as the EMPLOYER) and the Law Enforcement Labor Services, Inc., (hereinafter referred to as the L.E.L.S.)
- 1.2 The intent and purpose of this AGREEMENT is to:
  - 1.2.1 Provide an orderly procedure for the resolution of disputes concerning this AGREEMENT'S interpretation and/or application.
  - 1.2.2 To set forth herein the full and complete formal understanding of the parties concerning rates of pay, hours and other conditions of employment for the duration of the AGREEMENT.
- 1.3 The EMPLOYER and the L.E.L.S. through this AGREEMENT shall continue their dedication to the highest quality police service and protection to the residents of Worthington. Both parties recognize the AGREEMENT as a pledge of this dedication.

## **ARTICLE 2. DEFINITIONS**

- 2.1 EMPLOYEE - A member of L.E.L.S.
- 2.2 REGULAR BASE PAY - An Employee's monthly rate of pay exclusive of any longevity or overtime pay or any other supplemental pay.
- 2.3 EMPLOYER - The City of Worthington or its designated representative.
- 2.4 SHIFT - A continuous eight (8) hour or ten (10) hour work period.
- 2.5 EMERGENCY - A situation or condition so defined by Director of Public Safety, such as weather conditions, natural disasters, major fires, major accidents, but not limited to the above examples.
- 2.6 DEPARTMENT HEAD - The Director of Public Safety or designated representative.
- 2.7 GRIEVANCE - A dispute over the interpretation of the provisions of the AGREEMENT.
- 2.8 TRANSFER - The transfer of an Employee from a position in one class to another position in the same class, where both positions carry the same rate of compensation.

## **ARTICLE 3. RECOGNITION**

- 3.1 The EMPLOYER recognizes L.E.L.S. as the exclusive representative under Minnesota Statutes, Section 179A.12, for all essential supervisory employees of the classification of Sergeant, Detective Sergeant and Radio Dispatch Supervisor employed by the City of Worthington Police Department excluding the Director of Public Safety and the Deputy Chief of Police.

- 3.2 Should there be any dispute as to a new position established during the life of this AGREEMENT both parties agree to refer such dispute to the State Bureau of Mediation Services for the determination.

#### **ARTICLE 4. L.E.L.S. SECURITY**

- 4.1 L.E.L.S. may designate two (2) Employees from the bargaining unit to act as representatives, who shall have the right to process grievances as necessary during normal working hours without loss of time or pay provided permission has been granted from the representative's supervisor. L.E.L.S. shall inform the EMPLOYER in writing of such choice and of any changes in L.E.L.S. representatives.
- 4.2 The EMPLOYER agrees to cooperate with L.E.L.S. in the deduction of regular monthly dues, for an Employee who requests in writing to have regular monthly L.E.L.S. dues checked off by payroll deduction. The EMPLOYER agrees to remit such regular monthly dues in a manner to be prescribed by L.E.L.S.
- 4.3 L.E.L.S. agrees to indemnify and hold the EMPLOYER harmless against any and all claims, suits, orders of judgments brought or issued against the EMPLOYER as a result of any action taken or not taken by the EMPLOYER under the provisions of §4.2.
- 4.4 Pursuant to Minn. Stat 626.89 (9), an Employee who is called in for an internal investigation may request that a representative of L.E.L.S. or attorney of the officer's choice be present during any questioning in those cases where disciplinary action is pending.
- 4.5 Copies of all letters of commendation, complaints and written reprimands that are entered into an Employee's personnel file shall be given to the Employee and said Employee shall be permitted to respond thereto. Such responses shall be attached to and made a part of the personnel file.
- 4.6 The EMPLOYER agrees to make space available on the Employee bulletin board for the posting of L.E.L.S. notice(s) and announcement(s) and to make space available for meetings of bargaining unit when it does not conflict with the operation of the department.
- 4.7 The EMPLOYER agrees not to enter into any agreement with members of the bargaining unit individually or collectively, or with any other organization which in any way conflicts with the provisions of this AGREEMENT.

#### **ARTICLE 5. EMPLOYER SECURITY**

- 5.1 Neither L.E.L.S., its officers or agents, nor any Employee covered by this AGREEMENT, will engage in, encourage, sanction, support or suggest any strikes, slowdown, mass resignations, mass absenteeism, the willful absence from one's position, the stoppage of work or the abstinence in whole or part of the full, faithful and proper performance of the duties of employment, for the purpose of inducing, influencing, or coercing a change in the conditions, compensation or the rights, privileges or obligations of employment. An Employee who violates any of the provisions of this Article may be discharged or otherwise disciplined as provided by this AGREEMENT.



## **ARTICLE 6. EMPLOYER AUTHORITY**

- 6.1 L.E.L.S. recognizes the prerogative of the EMPLOYER to operate and manage the affairs of the Police Department in all respects in accordance with existing and future laws and regulations of appropriate authorities including personnel policies and department work rules. The prerogatives and authority which the EMPLOYER has not officially abridged, delegated or modified by this AGREEMENT are retained by the EMPLOYER such as, but not limited to: direct Employees, hire, promote, transfer, assign, retain disciplinary action against Employees, relieve Employees from duties because of lack of work or other legitimate reasons, maintain the efficiency of the government operations; determine the methods, means, job classifications and personnel by which such operations are to be conducted; take whatever actions may be necessary to carry out the missions of the EMPLOYER in situations of emergency; determine reasonable schedules of work and establish the methods and processes by which work is performed.
- 6.2 The EMPLOYER'S non-exercise of any function hereby reserved to it, or its exercising any such function in a particular way shall not be deemed a waiver of its right to exercise such function or preclude the EMPLOYER the express provisions of the AGREEMENT.
- 6.3 The enumeration of the rights and duties of the EMPLOYER in this AGREEMENT shall not be deemed to exclude other inherent management rights and management functions not expressly reserved herein and all management rights and management functions not expressly delegated in this AGREEMENT are reserved to the EMPLOYER.
- 6.4 The EMPLOYER agrees to publish the methods by which promotions shall be made within the department; to publish reasonable work rules and regulations, if any, and to make copies of both available to members of the bargaining unit.

## **ARTICLE 7. GRIEVANCE PROCEDURE**

- 7.1 All city policies governing the Police Department will be subject to Article 8 7.
- 7.2 DEFINITION OF A GRIEVANCE  
A grievance is defined as a dispute or disagreement as to the interpretation or application of the specific terms and conditions of this AGREEMENT.
- 7.3 UNION REPRESENTATIVES  
The EMPLOYER will recognize representatives designated by the UNION as the grievance representatives of the bargaining unit having the duties and responsibilities established by this Article. The UNION shall notify the EMPLOYER in writing of the names of such UNION representatives and of their successors.
- 7.4 It is recognized and accepted by the UNION and the EMPLOYER the processing of grievances is limited by the job duties and responsibilities of the EMPLOYEES and will therefore be accomplished during normal working hours when consistent with such EMPLOYEES' duties and responsibilities. The aggrieved EMPLOYEE and the UNION REPRESENTATIVE will be released from work, without loss in pay, to investigate a grievance and to attend meetings or



hearings pursuant to this Article provided the EMPLOYEE and the UNION REPRESENTATIVE has notified and received the approval of the EMPLOYER who has determined such absence is reasonable and would not be detrimental to the work programs of the EMPLOYER.

7.5 PROCEDURE

Grievances, as defined by Section 7.2, shall be resolved in conformance with the following procedure:

STEP 1           An EMPLOYEE claiming a violation concerning the interpretation or application of this AGREEMENT will, within twenty-one (21) calendar days after such alleged violation has occurred, present such grievance to the EMPLOYEE'S immediate Supervisor. The Supervisor will discuss and give an answer to such Step 1 grievance within ten (10) calendar days after receipt.

A grievance not resolved in Step 1 and appealed to Step 2 shall be placed in writing setting forth the nature of the grievance, the facts on which it is based, the provision or provisions of the AGREEMENT allegedly violated, and the remedy requested and will be appealed to Step 2 within ten (10) calendar days after the Supervisor's final answer in Step 1. Any grievance not appealed in writing to Step 2 by the UNION within ten (10) calendar days shall be considered waived.

STEP 2           If appealed, the written grievance shall be presented by the UNION and discussed with the Police Chief. The Chief will give the answer to the Step 2 grievance in writing within ten (10) calendar days after receipt.

A grievance not resolved in Step 2 may be appealed to Step 3 within ten (10) calendar days following the Police Chief's Step 2 answer. Any grievance not appealed in writing to Step 3 by the UNION within ten (10) calendar days shall be considered waived.

STEP 3           If appealed, the written grievance shall be presented by the UNION and discussed with the City Administrator. The City Administrator will give the answer to such Step 3 in writing within ten (10) calendar days after receipt of such Step 3 grievance.

A grievance not resolved in Step 3 may be appealed to Step 4 within ten (10) calendar days following the City Administrator's final answer in Step 3. Any grievance not appealed in writing to Step 4 by the UNION within ten (10) calendar days shall be considered waived.

STEP 3A.       A grievance unresolved in Step 3 may, by mutual agreement of the parties, be submitted to mediation through the Bureau of Mediation Services. A submission to mediation preserves the time lines for filing Step 4.

STEP 4.       A grievance unresolved in Step 3 and appealed in Step 4 will be submitted to arbitration subject to the provisions Minnesota Statute 626.892. The Commissioner shall appoint a roster of six persons to act as arbitrators for police

officer grievance arbitrations. The Commissioner shall appoint an arbitrator or panel of arbitrators from the roster to a peace officer arbitration on a rotation through the roster alphabetically order by last name. The parties shall not participate in, negotiate for, or agree to the selection of an arbitrator or arbitration panel.

7.6 ARBITRATOR'S AUTHORITY

- A. The arbitrator shall have no right to amend, modify, nullify, ignore, add to or subtract from the terms and conditions of this AGREEMENT. The arbitrator shall consider and decide only the specific issue(s) submitted in writing by the EMPLOYER and the UNION, and will have no authority to make a decision on any other issue not so submitted.
- B. The arbitrator shall be without power to make decisions contrary to, inconsistent with, or modifying or varying in any way the application of laws, rules, or regulations having the force and effect of law. The arbitrator's decision shall be submitted in writing within thirty (30) days following the close of the hearing or the submission of briefs by the parties, whichever be later, unless the parties agree to an extension. The decision will be binding on both the EMPLOYER and the UNION and shall be based solely on the arbitrator's interpretation or application of the express terms of this AGREEMENT and to the facts of the grievance presented.
- C. The fees and expenses for the arbitrator's services and proceedings shall be borne equally by the EMPLOYER and the UNION provided that each party shall be responsible for compensating its own representatives and witnesses. If either party desires a verbatim record of the proceedings, it may cause such a record to be made, providing it pays for the record. If both parties desire a verbatim record of the proceedings the cost shall be shared equally.

7.7 WAIVER

If a grievance is not presented within the time limits set forth above, it shall be considered "waived." If a grievance is not appealed to the next step within the specified time limit or any agreed extension thereof, it shall be considered settled on the basis of the EMPLOYER'S last answer. If the EMPLOYER does not answer a grievance or an appeal thereof within the specified time limits, the UNION may elect to treat the grievance as denied at that step and immediately appeal the grievance to the next step. The time limit in each step may be extended by mutual agreement of the EMPLOYER and the UNION.

**ARTICLE 8. SENIORITY**

8.1 SENIORITY LISTS.

Within thirty (30) days after the signing of this AGREEMENT, the Employer shall establish seniority lists as of the effective date of this AGREEMENT structured by each work classification to include and rank, in order of highest to lowest seniority, all permanent Employees in the bargaining unit.

8.2 TYPES OF SENIORITY

There shall be three types of seniority established by the AGREEMENT.

8.2.1 **Service Seniority**, the total length of continuous service with the City

8.2.2 **Department Seniority**, the total length of service within a specific department or division of City service.

8.2.3 **Classification Seniority**, the total length of service within a work classification.

8.3 BREAKS IN SENIORITY

An Employee's seniority shall be broken by voluntary resignation, layoff (when recall rights under § 8.7.3 expire), discharge for just cause, or retirement.

8.4 An Employee in the bargaining unit who transfers from another department of the EMPLOYER shall accumulate service seniority from the other department only for the purpose of calculating vacation and sick leave.

8.5 PROBATION

8.5.1 The initial probationary period shall be one (1) year. During the probationary period, a newly hired or rehired Employee may be discharged at the sole discretion of the EMPLOYER

8.5.2 The probationary period of a promoted position shall be one (1) year. During the probationary period of a promoted Employee, the Employee may be replaced into their previous position at the sole discretion of the EMPLOYER

8.6 The more senior Employee within a classification will be given preference with regard to transfer, job classification assignments and promotions when the job-relevant qualifications of Employees are equal.

8.7 LAYOFF

Except in those instances where the more senior Employee is not qualified to perform remaining work, seniority within the classification shall determine the order of Layoff.

8.7.1 ORDER OF LAYOFF

Layoff shall be by classification seniority within the department in inverse order of classification seniority. However, an Employee about to be laid off shall have the right to bump (displace) an Employee in a lower classification, provided that the Employer determines an Employee who is exercising bumping rights has previously held the position and is adequately qualified to perform the duties of the classification into which an Employee is bumping and a bumping Employee has greater department seniority than an Employee who is to be bumped.

Temporary, seasonal, then part-time, Employees will be laid off before full-time Employees in the affected classification.

8.7.2 NOTICE OF LAYOFF.

The Employer shall issue written notice of an indefinite layoff at least fifteen (15) calendar days in advance of layoff and will meet and confer with the UNION to attempt to minimize the impact of the layoff on unit members. An indefinite layoff shall be defined as a layoff made for an indeterminate period at

the time of notice or any layoff of forty-five (45) or more days. The Employer may layoff an Employee for a definite period of forty-four (44) days or less by giving written notice at least seven (7) calendar days in advance to the affected Employee by certified mail/return receipt.

**8.7.3 RECALL FROM LAYOFF**

Recall from layoff shall be by classification seniority within the department, in inverse order of layoff provided that, if an Employee does not return to work upon recall, as directed by the Employer, or on an extended date mutually acceptable to an Employee and Employer, an Employee shall automatically be considered to have terminated their employment. The Employer shall issue written notice of recall from an indefinite layoff to an affected Employee by certified mail/return receipt, providing at least fifteen (15) calendar days to return to work. Recall notification shall be by mail to an Employee's last known address for an indefinite layoff and shall be contained in the layoff notice for layoffs for a definite period. An Employee's name shall be retained on the recall list for one (1) year, at which time all rights to recall shall terminate.

**8.7.4 VOLUNTARY LEAVES PRIOR TO LAYOFF.**

Prior to laying off an Employee the Employer will offer a voluntary leave of absence to other Employees in the affected classification to prevent the involuntary layoff of an Employee. An Employee on such leave shall continue to accrue seniority as though an Employee was working. The leave shall be for a period not to exceed two (2) years from the effective date of the leave. An Employee on such leave shall be recalled to work pursuant to § 8.7.3.

**8.7.5** The Employer shall not hire a new Employee in a classification where an Employee is laid off with the right for recall.

**ARTICLE 9. DISCIPLINE**

**9.1** The EMPLOYER will discipline an Employee for just cause only. Discipline will be in the form of:

- a) oral reprimand
- b) written reprimand
- c) suspension
- d) demotion
- e) discharge

**9.2** Suspension, demotion and discharges will be in written form.

- 9.3 Written reprimands, to become part of an Employee's personnel file shall be read and acknowledged by signature of the Employee. The Employee and L.E.L.S. will receive a copy of such reprimands and notices of suspension, demotion and discharge.
- 9.4 An Employee may examine their individual personnel file at reasonable times, under the direct supervision of the EMPLOYER.
- 9.5 Discharges will be preceded by five (5) day suspension without pay. This provision does not apply to Veterans.
- 9.6 Pursuant to Minn. Stat §626.89(9), an Employee will not be questioned concerning an investigation of disciplinary action unless the Employee has been given an opportunity to have an L.E.L.S. representative present at such questioning.
- 9.7 Grievances relating to this Article shall be initiated by L.E.L.S. in Step 2 of the Grievance Procedure under Article 7.

## **ARTICLE 10. WORK SCHEDULE**

- 10.1 The sole authority in establishing work schedules is held by the EMPLOYER. The normal work day shall be eight (8) consecutive hours for the Dispatch Supervisor; and ten (10) consecutive hours for Patrol and Detective Sergeants (or as amended in writing by the parties) as designated on the official schedule, and the normal work week shall be an averaged forty (40) hours.
- 10.1.1 The normal work year is two thousand and eighty (2,080) hours to be accounted for by each full time employee through:
- A. Hours worked on assigned shifts;
  - B. Holidays; and
  - C. Authorized leave time.
- 10.2 Service to the public may require the establishment of daily, weekly, seasonal or annual work schedules which departs from the normal work day or normal work week. The EMPLOYER shall, except in the case of emergency, give L.E.L.S. notice and confer with L.E.L.S. concerning such change in the work schedule as far in advance as is reasonably practicable.
- 10.3 The Employer and the Employee are responsible to ensure that the shift schedule throughout the work year equals 2080 hours. After regularly scheduled shifts, which are determined at the beginning of the year, any hours owed to the Employer shall be paid back before the end of the year. Any hours acquired through training must go towards hours owed before being paid out. Hours acquired through overtime shifts or meetings outside of the regularly scheduled 2,080 hour year, are at the Employee's discretion to be applied towards hours owed to the employer. Should the employee leave employment before the year is up, a prorated portion of any hours owed will be paid back to the Employer, from either Vacation, Comp Bank, or final paycheck. If the Employee has paid in more than the prorated amount, then the employee is reimbursed on the

final paycheck for those hours. After regularly scheduled shifts, any hours owed to the Employee over the 2,080 work year will be deposited in the Employee's Comp Bank by the Employer at the beginning of the year. Should the Employee leave employment before the year is up, they will be required to give back a portion of hours deposited which will be prorated from either Vacation, Comp Bank, or final paycheck. Employee hours will be determined from the beginning of the year to employee end date. The hours will be calculated off the base of a 2,080 hour work year.

10.4 Nothing contained in this or any other article shall be interpreted to be a guarantee of minimum or maximum number of hours the EMPLOYER may assign an Employee.

10.5 OUTSIDE EMPLOYMENT

A full-time Employee may not be employed in another job outside of the Worthington Police Department without prior approval of the City. Such approval may be subsequently withdrawn at the sole discretion of the City. The City's approval or non-approval of outside employment shall be based on such factors as safety, performance, conflict of interest, or potential conflict of interest. These factors are illustrative only, and are not all inclusive.

10.6 BREAKS

All employees shall receive two (2) fifteen (15) minute breaks per day in addition to reasonable time for a lunch break subject to interruption if work necessitates.

**ARTICLE 11. VACATION, EARNED SICK AND SAFE TIME, EXTENDED SICK LEAVE**

11.1 ACCRUAL

Vacation will be accrued according to the attached schedule:

Vacation Accrual Schedule

<u>Years Completed</u>	<u>Vacation Hours Accrued Annually</u>
1	80
2-9	120
10-19	160
20-24	184
25 Plus	200

11.2 EARNED SICK AND SAFE TIME (ESST)

Eligible employees will be provided with forty-eight (48) hours of ESST each January to be used throughout the calendar year. Regular part-time, temporary part-time, and seasonal employees will accrue 1 hour of ESST for every 30 hours worked, up to a maximum 48 hours of ESST per year.

Eligible use of accrued ESST shall be in accordance with Minnesota Statute 181.9447 and as amended or revised. Per statute, licensed peace officers and 911 dispatchers cannot use ESST for

absences related to closures of the Employee's workplace or their family members school or daycare facility due to weather or public emergencies except under certain circumstances.

Regular full-time employees are eligible for a pay out of unused ESST at the end of the year at the employee's hourly rate of pay. In lieu of pay out, regular full-time employees may choose, but are not required to, convert unused ESST to regular vacation time into the following year. Employees electing to convert unused ESST to regular vacation time at the end of the year, must notify the City's Human Resources department by the first pay period in December of each calendar year with payout on the last pay period of each calendar year.

Regular part-time, temporary part-time, and seasonal employees are eligible to carry over accrued but unused ESST into the following year, but the total ESST hours shall not exceed 80 hours at any given time. Pay out of unused ESST is not available for regular part-time, temporary part-time, and seasonal employees.

Employees beginning employment after January 1 shall be provided with pro-rated ESST. Employees terminating employment prior to December 31 shall return/refund a pro-rated portion of used ESST that is owed to the employer or received a pro-rated portion of unused ESST that is owed to the employee.

#### 11.3 EXTENDED SICK LEAVE (ESL)

All Employees regardless of length of service will accrue ESL at the rate of six (6) hours per month. The purpose of ESL is to provide income security for the Employee in the event of an extended illness. Employees may accrue up to nine hundred (900) hours of ESL.

#### 11.4 USE OF EARNED SICK AND SAFE TIME (ESST) AND EXTENDED SICK LEAVE

For the first forty-eight (48) hours of eligible use of ESST per calendar year the Employee shall use ESST. After exhausting their ESST the employee shall be eligible to use ESL. The only exception shall be in the case of Worker's Compensation related illness/injury where the employee may choose to have the time off come immediately out of ESL.

#### 11.5 MANDATORY VACATION USE AND MAXIMUM ACCRUAL ALLOWED

By the conversion date each year (first Friday in December that is a payday), Employees must have used a minimum of 50% of their annually accrued Vacation hours in order to elect using the various conversion options. If an Employee uses less than 50% of their annually accrued Vacation hours, they may carry over the unused hours. However, at December 31<sup>st</sup> of each year an Employee's Vacation balance may not exceed 400 hours. Any hours exceeding the 400 hour ceiling will be lost and the balance will be adjusted to comply with the maximum allowable Vacation balance.

#### 11.6 ANNUAL CONVERSION OPTIONS/IMPLEMENTATION OF CONVERSION

Employees will each year, after meeting the 50% usage of annual Vacation accrual requirement, have the option to convert any portion of their remaining Vacation balance into other options of equal monetary value to their hourly rate. Conversions will take place in December of each year and may take any of the following forms (conversion payouts, etc., will correspond with the second payroll in December):

- Cash
- Deferred Compensation (subject to IRS limitations)

- Used to offset subsequent year's health insurance premiums (employee's portion), dental insurance, and other benefits per City policy
- Convert Vacation hour for hour into Extended Sick Leave (ESL)
- Health Savings Account (HSA) for those employees enrolled in the HSA Compatible insurance option (subject to IRS limitations)

11.7 **EXTENDED SICK LEAVE, VACATION AND ESST CONVERSION PRIVILEGES AT SEPARATION**

Upon voluntary (in good standing) separation from employment, employees will be eligible to convert remaining Vacation, ESST and ESL as follows:

Vacation: 100% of accrued hours  
 ESST: 100% or prorated (calendar years) hours  
 ESL:

The years of service ESL conversion schedule is as follows:

0 - 9 years of service	0% of accrued hours
10 - 14 years of service	10% of accrued hours
15 - 19 years of service	20% of accrued hours
20 - 24 years of service	30% of accrued hours
25 - 29 years of service	40% of accrued hours
30 - 34 years of service	50% of accrued hours
35 - 39 years of service	60% of accrued hours
40 - 44 years of service	70% of accrued hours
45 - 49 years of service	80% of accrued hours
50 + years of service	90% of accrued hours

Employees that voluntarily separate, are vested and eligible to receive a PERA pension at the time of separation and have less than 25 years of service shall be eligible to convert 33.33% of accrued ESL hours.

- 11.8 The Employer and LELS will meet and confer regarding Minnesota Paid Leave prior to implementation currently scheduled for January 1, 2026. A Memorandum of Understanding will be issued at a future date.

**ARTICLE 12. FUNERAL LEAVE**

- 12.1 Earned Sick and Safe Time (ESST) may be used to make funeral arrangements, attend a funeral service or memorial or address financial or legal matters that arise after the death of a family member. Family members include:

- Their child, foster child, adult child, legal ward, child for whom the employee is legal ward, or child to whom the employee stands as loco parentis,
- Their spouse or registered domestic partner,
- Their sibling, step sibling or foster sibling,
- Their biologic or adoptive or foster parent, stepparent or a person who stood in loco parentis when the employee was a minor child,
- Their grandchild, foster grandchild, or step-grandchild,
- Their grandparent or step-grandparent,
- A child of a sibling of an employee,



- Sibling of the parents of the employee,
- Child-in-law or sibling-in-law,
- Any of the family members listed above of an employee's spouse or registered domestic partner,
- Any other individual related by blood or whose close association with the employee is the equivalent of a family relationship, and
- Up to one individual annually assigned by the employee.

Vacation may also be used for funeral leave.

Leave of absence without loss of regular pay, not to exceed three (3) workdays will be allowed for the purpose of attending the funeral and taking care of any affairs relating to the funeral when death occurs in the immediate family of a regular or probationary Employee. For the application of this rule, the immediate family includes the following only: husband, wife, son, daughter, father, mother, sister, brother, father-in-law, mother-in-law, son-in-law, daughter-in-law, Employee's legal guardian, or member of the Employee's household.

- 12.2 Leave of absence without loss of regular pay up to (1) work day will be allowed to attend the funeral of a regular or probationary Employee's or spouse's grandmother, grandfather, sister-in-law, brother-in-law, aunt, uncle and grandchild. In the case of a grandparent's or grandchild's death, If the family member's memorial service will take place more than 100 miles distant from the City of Worthington, up to (2) work days of Funeral Leave will be granted. In the event a longer time of absence is required on the part of an Employee, Vacation may be used for the additional time off.

### **ARTICLE 13. HOLIDAY LEAVE**

- 13.1 An Employee shall receive eleven (11) paid holidays per year. Such holiday leave shall accrue as the holiday occurs and be taken in accordance with their scheduled shift hours.

- 13.2 The holidays are as follows:

New Year's Day	January 1
Martin Luther King Day	Third Monday in January
President's Day	Third Monday in February
Memorial Day	Last Monday in May
Juneteenth	June 19
Independence Day	July 4
Labor Day	First Monday in September
Veteran's Day	November 11
Thanksgiving Day	Fourth Thursday in November
Christmas Day	December 25

One floating Holiday (to be designated by an Employee and approved by supervisor); will be paid for a full scheduled work shift and must be used prior to the final payroll of each calendar year.

- 13.2.1 Except as provided in § 13.2.2, holidays will be observed in accordance with City Policy.

- 13.2.2 For purposes of Holiday Premium pay in § 13.3, all holidays shall be observed on the actual holiday.
- 13.3 An Employee required to work on any of the designated holidays listed in § 13.2 will be compensated for hours worked on these holidays at the rate of two and one-half (2 ½) times the regular rate of pay for all hours worked on a holiday, including anything over the scheduled shift.
- 13.3.1 Employees who work Easter Sunday will be paid two and one-half (2 1/2) times their hourly rate for any hours they work. Employees, who do not work Easter, do not receive any holiday pay.
- 13.4 When a holiday falls on an Employee's day off, an Employee shall work their regularly scheduled work and be compensated in lieu of the holiday, with an additional day or shift off, however, if impossible to give an Employee an additional day or shift off, an Employee shall receive the equivalent of a day or shift straight time pay for this holiday.
- 13.5 When a holiday falls on an Employee's vacation period, an Employee shall be compensated in lieu of the holiday, an additional day or shift off, however, if impossible to give an Employee an additional day or shift off, an Employee shall receive the equivalent of a day or shift straight time pay for this holiday.

#### **ARTICLE 14. OVERTIME AND COMPENSATORY TIME OFF**

- 14.1 An Employee shall not work in excess of eighty (80) hours per pay period unless the Director of Public Safety, Deputy Chief of Police or Sergeant approves such overtime. The only exception to this rule shall be in the case of emergencies occurring after hours, in which case such overtime shall be reported to the Director of Public Safety, Deputy Chief of Police or Sergeant the following day.
- 14.2 An Employee shall be compensated at one and one-half (1 ½) times their regular base rate of pay for hours worked in excess of their regularly scheduled shift. Changes in shifts do not qualify for overtime under this Article
- 14.3 Overtime will be distributed as equally as practicable. Overtime refused by an Employee will, for record purposes, be considered as unpaid overtime worked.
- 14.4 For the purposes of computing compensation, overtime hours worked shall not be pyramided, compounded, or paid twice for the same hours worked.
- 14.5 An Employee has the obligation to work overtime on call backs if requested by the EMPLOYER unless unusual circumstances prevent an Employee from so working.
- 14.6 In lieu of pay or work in excess of ~~40 hours~~ of eighty (80) hours per pay period an employee may choose to accumulate compensatory time up to sixty (60) hours. All compensatory time not used prior to the last full pay period of the year will be converted to pay and paid out on the last payroll of the year. Usage of compensatory time will be at the discretion of the Public Safety Director or his/her designee.
- 14.7 Accrual of compensatory time will be at the rate prescribed by contract.

## **ARTICLE 15. CALL BACK PAY**

- 15.1 An Employee called to work outside their regularly scheduled work shift shall be paid for not less than two (2) hours at one and one-half (1 ½) times their base rate of pay. Reporting early for a shift or an extension of a shift shall not qualify for this minimum.

## **ARTICLE 16. COURT PAY**

- 16.1 An Employee required to testify or appear in court during off-duty hours shall receive a minimum of two (2) hours pay at time and one-half (1 ½) their base rate of pay. An Employee shall receive two (2) hours of court pay at time and one-half (1 ½) their base rate of pay if not notified of court cancellation by 4:30 p.m. on the prior business day. Reporting early for a shift or an extension of a shift for court duty does not qualify for this minimum.

## **ARTICLE 17. TRAINING AND QUALIFICATION TIME**

- 17.1 An Employee required to carry a firearm will be paid at the applicable training time rate for all range qualification time, when such qualification is not a part of their regularly scheduled shift. Training time is not construed to mean off duty practice or remedial qualification which will be done on their own time.
- 17.2 TRAINING
- 17.2.1 The EMPLOYER shall be responsible for all training required by P.O.S.T. Board.
- 17.2.2 The EMPLOYER shall pay an Employee for all time spent in such training at the applicable rate.
- 17.2.3 The EMPLOYER shall reimburse an Employee for all reasonable costs incurred in obtaining training, including but not limited to, mileage, meals, lodging, and for license fees. All off duty hours of attendance by an Employee at non-elective (POST or department mandated) schools, training sessions, classes, and seminars shall be subject to overtime compensation in accordance to Article 14. Reasonable travel time from the location of the school or training returning to Worthington shall be subject to overtime compensation in accordance to Article 14. Employees shall not be required to flex their shifts to compensate training. Employees may be required to flex their shifts to compensate for elective (non-POST or Department mandated) training.
- 17.2.4 An Employee authorized by the EMPLOYER to travel outside of the city limits on any police or city business, other than for training or school purpose, shall be paid at the applicable rate as set out under Article 15, the EMPLOYER reserves the right to pay at this applicable rate in lieu of time-off.
- 17.3 Employees who provide training will receive 1 hour of compensatory time or one hour of straight time pay for each shift where they train a new employee.

## **ARTICLE 18. LONGEVITY PAY**

- 18.1 An eligible Employee shall receive a longevity payment of (\$0.20) per hour after completion of five (5) years of continuous service.

- 18.2 An eligible Employee shall receive a longevity payment of (\$0.30) per hour after the completion of ten (10) years of continuous service.
- 18.3 An eligible Employee shall receive a longevity payment of (\$0.40) per hour after the completion of fifteen (15) years of continuous service.
- 18.4 An eligible Employee shall receive a longevity payment of (\$0.50) per hour after the completion of twenty (20) years of continuous service.
- 18.5 An eligible Employee shall receive a longevity payment of (\$0.60) per hour after the completion of twenty-five (25) years of continuous service.

#### **ARTICLE 19. SHIFT DIFFERENTIAL**

- 19.1 All Employees working rotating shifts shall receive (\$.26) per hour shift differential pay. A rotating shift is generally defined as a shift that requires an employee to work later than 11:00 p.m. and prior to 6:00 a.m. and weekends on a rotating schedule.

#### **ARTICLE 20. INSURANCE**

- 20.1 The employer will provide a health and medical care insurance program to all eligible employees. Nothing in the below listed policies shall affect the Pension and/or Retirement Plans of the Public Employees Retirement Association (Police and Fire Fund) laws as established heretofore.
- 20.2 Choice of the health care plan will remain with the individual employee. Employees may choose from the plan(s) made available by the Employer. The employee will be responsible for the corresponding amount of the remaining premium for the plan they have chosen. All new hires shall participate fully in the Health Care plan. The employee may however "opt out," if they can demonstrate they are covered by another suitable alternative insurance health care plan.
- 20.3 **Family Base Coverage** –The employer shall contribute 80% of the Health Savings Account Plan insurance premium according to the Public Employees Insurance Program.  
  
The employer shall provide \$1,800 (\$75.00 per pay period) annually into an Employee's Health Savings Account.
- 20.4 **Employee + 1 Coverage** The employer shall contribute 80% of the Health Savings Account Plan insurance premium according to the Public Employees Insurance Program.  
  
The employer shall provide \$1,800 (\$75.00 per pay period) annually into an Employee's Health Savings Account ~~plan~~.
- 20.5 **Single Coverage** - The employer shall contribute 100% of the Health Savings Account Plan insurance premium according to the Public Employees Insurance Program.

The employer shall provide \$1,800 (\$75.00 per pay period) annually into an Employee's Health Savings Account.

- 20.6 **Long Term Disability** insurance benefits: The employer shall pay the full cost of the long-term disability plan.
- 20.6 **Fitness membership** reimbursement plan: The employer will pay for fitness membership in accordance with the guidelines attached as Appendix B.
- 20.7 **A retiring employee** may opt to remain on the employer's health insurance policy to the extent the insurance carrier agrees to provide such coverage. Retiree is responsible for the full premium costs of the applicable policy.

#### **ARTICLE 21. CLOTHING ALLOWANCE**

- 21.1 The EMPLOYER shall provide an Employee, not including plain clothes officers, with all uniforms and equipment required for their jobs. The EMPLOYER will replace uniforms and equipment as needed.
- 21.2 Any personal equipment damaged or destroyed during the execution of an Employee's regular duties shall be repaired or replaced, as necessary, by the EMPLOYER, such as glasses, watches, etc.
- 21.3 Boots: Each Patrol Officer will accrue \$200.00 on January 1 of each year. These funds will be placed into a uniform bank with a maximum limit of \$500.00. No portion of this bank will be paid out upon separation.
  - A. All boots and shoes must be all black, leather with black laces.
  - B. All boots and shoes needing replacement will be based on the officer's discretion.
  - C. Each Patrol Sergeant will be responsible for selecting and purchasing the boot of their choice which meets departmental standards. The Patrol Sergeant will then be reimbursed from their uniform bank for the amount listed on the receipt. The Patrol Sergeant will be responsible for any amount beyond the funding available in their uniform bank.
- 21.4 Non-uniformed supervisors shall receive \$0.56/hr. for purchase of footwear and non-uniform work clothing.

#### **ARTICLE 22. PERFORMANCE-BASED (MERIT) PAY**

- 22.1 All employees will receive annual written performance appraisals on their individual employment anniversary dates. Satisfactory performance (a composite average score of 3.0 or higher) is required to qualify for any adjustment to salary. Performance appraisals are not grievable.

- 22.2 All employees are subject strictly to the performance-based (merit) provisions of the City of Worthington Performance Compensation Plan guidelines. The performance-based (merit) system replaces the previous step system.
- 22.3 The City of Worthington/Worthington Public Utilities Compensation Administration Guidelines are not part of this agreement and are subject to change at any time through City Council and/or Water and Light Commission action. Should the Council take action to modify or eliminate the merit pay system; parties agree to re-open negotiations surrounding the change to the merit pay matrix.

#### **ARTICLE 23. INJURY ON DUTY**

- 23.1 Employees injured in the line off duty will use their Vacation, ESST or Extended Sick for the first three (3) days of an injury. An employee subsequently receiving a worker's compensation payment for those three days shall, upon remittance of worker's compensation payment to the City, be entitled to a re-instatement of the three days utilized. It shall be the obligation of the employee to provide the City with all worker's compensation payments within five (5) working days of receipt of the payment.
- 23.2 The Employer will pay the difference between the employee's regular pay and Worker's Compensation insurance payments for a period not to exceed ninety (90) working days per injury, not charged to the employee's vacation, ESST or other accumulated paid benefits, after the three (3) working day initial waiting period per injury.
- 23.3 After ninety (90) days, the portion paid by the Employer shall be charged against the accumulated ESLB, ESST and then accumulated Vacation leave of the employee.

#### **ARTICLE 24. COMPENSATION SCHEDULE**

- 24.1 COMPENSATION.  
Compensation for an Employee represented by the L.E.L.S. shall be set forth in Appendix "A" attached hereto and made a part hereof.
- 24.2 For the purpose of computing salaries for a period of less than one month, the annual rate shall be divided by 2,080 hours and the result be multiplied by the actual hours worked.
- 24.3 TRAVEL REIMBURSEMENT.
- 24.3.1 Mileage for use of a personal car shall be reimbursed at applicable city rate.
- 24.3.2 In the event an Employee travels outside the city from 6:00 a.m. to 6:00 p.m. or later to attend training or a job required duty, the EMPLOYER shall pay an Employee a per diem for meals at the applicable rate. An Employee gone a partial day will be reimbursed the applicable meal allowance.

## **ARTICLE 25 CANINE OFFICER**

### **25.1 DOG CARE**

An employee who is assigned by the Chief of Police to the duties of Canine Officer shall, as part of the assignment, provide care for the dog including feeding, grooming, exercising, veterinary care, and maintenance of pen or other living space for the dog. Reasonable out of pocket expenses incurred by the Canine Officer for food or veterinary care shall be reimbursed by the employer.

### **25.2 COMPENSATION**

The Canine Officer shall receive \$25.00 per day in additional compensation for each on duty and off duty day for the dog's routine care and maintenance. This Canine Officer compensation equates to \$4.39 per hour added to their base pay based on an annual work schedule of 2080 hours.

### **25.3 TRAINING TIME**

One shift per month may be used exclusively for training purposes.

### **25.4 OUT OF CARE OF CANINE OFFICER**

The above items do not apply when the dog is out of the care of the Canine Officer.

### **25.2 PATROL CAR.**

The City will provide the Canine Officer(s) with a patrol car to be used primarily for canine activities.

## **ARTICLE 26. WAIVER**

26.1 Any and all prior agreements, resolutions, practices, policies, rules and regulations regarding terms and conditions of employment to the extent inconsistent with the provisions of this AGREEMENT, are hereby superseded.

26.2 The parties mutually acknowledge that during the negotiations which resulted in this AGREEMENT, each had the right and opportunity to make demands and proposals with respect to any term or condition of employment not removed by law from bargaining. All agreements and understandings arrived at by the parties are set forth in writing in the AGREEMENT for the stipulated duration of this AGREEMENT. The EMPLOYER and the L.E.L.S. each voluntarily and unqualifiedly waives the right to meet and negotiate regarding any and all terms and conditions of employment referred to or covered in this AGREEMENT or with respect to any term or conditions of employment not specifically referred to or covered by this AGREEMENT, even though such terms or conditions may not have been within the knowledge or contemplation of either/or both parties at the time this contract was negotiated or executed.

## **ARTICLE 27. SAVINGS CLAUSE**

- 27.1 This AGREEMENT is subject to the laws of the United States, the State of Minnesota, and the signed municipality. In the event any provision of this AGREEMENT shall be held to be contrary to law by a court of competent jurisdiction from whose final judgment of decree no appeal has been taken within the time provided, such provision shall be voided. All other provisions shall continue in full force and effect. The voided provisions may be renegotiated at the request of either party.

## **ARTICLE 28 DURATION**

- 28.1 This AGREEMENT shall be in full force and effect from January 1, 2025, to December 31, 2027, and shall be automatically renewed from year to year there-after unless either party shall notify the other in writing on or before October 1, 2027, that it desires to open the contract to negotiate the terms of the contract. Failure to give such notice shall cause this AGREEMENT to be renewed for a period of twelve (12) months from year to year automatically.

## **ARTICLE 29. ON-CALL DUTY**

All Supervisors assigned by the Employer to be on-call shall receive one (1) hour of pay at their regular rate for every ten (10) hours that they are assigned to such duty. Employees who are on-call must remain immediately available by telephone and able to respond promptly to the workplace when required to do so.

Any non-scheduled hours worked while on stand-by duty shall be compensated according to the call back provisions located in Article 15.



**IN WITNESS WHEREOF**, the undersigned have caused this AGREEMENT to be executed by their signature and date.

**FOR THE CITY OF WORTHINGTON**

**FOR L.E.L.S.**

\_\_\_\_\_

\_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**APPENDIX A:** Effective January 1, 2025 hourly base wages will be as shown below:

<b>SERGEANT</b> (N-13 Scale) <b>2025 (5.0%)</b>		<b>RADIO DISPATCH SUPERVISOR</b> (N-10 Scale) <b>2025 (5.00%)</b>	
Minimum	\$37.54	Minimum	\$32.61
Midpoint	\$44.16	Midpoint	\$38.36
Maximum	\$50.78	Maximum	\$44.11
<b>2026 (4.0%)</b>		<b>2026 (4.0%)</b>	
Minimum	\$39.03	Minimum	\$33.91
Midpoint	\$45.92	Midpoint	\$39.89
Maximum	\$52.81	Maximum	45.87
<b>2027 (4.0%)</b>		<b>2027 (4.0%)</b>	
Minimum	\$40.59	Minimum	\$35.27
Midpoint	\$47.75	Midpoint	\$41.49
Maximum	\$54.91	Maximum	\$47.71

**NOTES**

- 1) Employee's promoted to Supervisor with 60 or more months of experience would start at 94% of the midpoint. Those with less than 60 months of experience would start at 91% of the midpoint.
- 2) Supervisor Wage rates shall be 3% greater than those which appear in the N-10 and N-13 wage scales as listed above, and employees covered by this agreement shall be paid 3% more than they would otherwise receive under those wage grades/scales.
- 3) Police and dispatch personnel who can demonstrate speaking and listening proficiency in any of the Spanish, Lao, Hmong, Amharic, or Vietnamese languages shall have \$1.38 per hour added to their base pay. Employees shall maintain proficiency through continued education provided and monitored by the Chief of Police. The Employer and LELS agree to meet and confer regarding demonstration of proficiency. A Memorandum of Understanding will be issued at a future date.
- 4) An employee who voluntarily tests for a licensed position in the City of Worthington Police Department, and is selected, will receive the greater of either their current pay level or the new position's pay level. If their current pay level is greater, they will remain frozen at that level until the new position pay level is equal. At that point they will advance in wages based on the new position's wage schedule.

## **APPENDIX B**

### **FITNESS MEMBERSHIP REIMBURSEMENT PLAN**

The City of Worthington, hereafter referred to as the "Employer", and the Law Enforcement Labor Services Local 4 member hereafter referred to as the "Employee", agree to the following plan which became effective January 1, 2000:

#### **Definitions:**

Fitness Facility - profit or nonprofit business, whose primary function is physical fitness

Membership - authorization granting access and privileges pertaining to the use of physical fitness equipment for a period of one year.

Actual Cost - total amount required/or membership at Fitness Facility

Maximum Cost Amount: \$400.00

Any Employee wishing to purchase an annual Fitness Facility membership may do so at their own choosing and can expect reimbursement by the Employer as set out below. The Employee will be responsible for the initial purchasing of the membership. The Employee must then submit an "Expense Sheet" requesting reimbursement for "Fitness Membership" in the amount of either of the following:

- 1.) The actual cost should it be under the maximum amount allowed, or
- 2.) The maximum amount allowed

The Employer will then make reimbursement to the Employee within the pay period that the request is submitted or within the pay period following request. The Employee agrees that there is to be no cash payment made by the Employer to the Employee for choosing not to participate in this program nor will there be any reimbursement to the Employee for the purchasing of personal fitness equipment or the replacement of personal equipment damaged while attending the Fitness Facility.

The Employer agrees that there will be no; 1) physical fitness requirements, or 2) performance evaluations connections between the program and the Employee.



MAYOR

CITY OF WORTHINGTON 303 NINTH STREET, PO BOX 279 WORTHINGTON, MN 56187  
TELEPHONE: (507) 666.5012 FAX: (507) 372-8630 www.ci.worthington.mn.us

December 9, 2024

DeRocher Brothers Construction, LLC  
13968 Hwy 3  
Akron, IA 51001

RE: Right of First Refusal  
Parcel 31-1068-010  
Lot 1, Block 2 Cecilee Addition

To: DeRocher Brothers Construction, LLC

Addressing the shortage of market rate rental housing in Worthington is crucial to the continued growth and success of our flourishing and robust local economy. The shortage of rental housing poses a significant obstacle to attracting and retaining a talented workforce.

For this reason, the City of Worthington is granting DeRocher Brothers Construction the right of first refusal to acquire the above parcel for the purpose of constructing a market rate rental housing development consisting of up to five 12-unit apartments. The right of first refusal shall extend through April 30, 2025 unless extended or modified by mutual agreement of both parties.

In addition, the City Council may consider providing incentive funding of unused Spending Plan funds if they become available prior to December 31, 2025.

Rick Von Holdt  
Mayor

Mindy Eggers  
Clerk



CITY OF WORTHINGTON 303 NINTH STREET, PO BOX 279 WORTHINGTON, MN 56187  
TELEPHONE: (507) 666.5012 FAX: (507) 372-8630 www.ci.worthington.mn.us

January 27, 2025

DeRocher Brothers Construction, LLC  
13968 Hwy 3  
Akron, IA 51001

RE: Offer of Financial Assistance  
Market Rate Rental Housing  
Parcel 31-1068-010, Lot 1, Block 2 Cecilee Addition

To: DeRocher Brothers Construction, LLC

The Worthington City Council and Worthington Economic Development Authority (EDA) submits the following offering of financial assistance and incentives for the proposed market rate rental housing development at the above EDA-owned property.

- Sale of the above parcel from the EDA to DeRocher Brothers Construction, LLC for a purchase price of \$107,000.00 to be financed by the EDA in accordance with a 20-year Contract for Deed.
- The EDA agrees to forgive each and every payment due under the Contract for Deed on a monthly basis so long as the Developer abides by the agreed upon terms including the Contract for Deed, Development Agreement and any other agreements presented.
- The balance of outstanding principal and interest shall be due to the EDA in the event the Developer sells, conveys, transfers, encumbers or disposes of the development property.
- The Developer shall reimburse the EDA for its attorney fees and all costs related to sale of the property and the loan closing.
- Provide financial incentives of \$15,000.0 per apartment unit up to a maximum of 36 units. The financial incentives, up to a maximum of \$540,000.00, to be paid on a prorated basis upon issuance of individual building certificates of occupancy.
- Five-year property tax abatement from the City of Worthington, Nobles County and school district ISD 518. The Developer shall be responsible for applying and seeking approval for the tax abatement from each entity. The annual tax abatement will be based on the estimated market value as determined by the Nobles County Assessor and the tax rate of each of the public entities.
- The City will pay for, or reimburse the Developer, the cost of removing the Darling Drive cul-de-sac if and when it is needed.

Rick Von Holdt, Mayor

Mindy Eggers, Clerk

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE TO AMEND TITLE XI OF THE CITY CODE OF WORTHINGTON,  
NOBLES COUNTY, MINNESOTA**

**The City Council of the City of Worthington, Do Ordain:**

**Section I.**

The Worthington City Code, Title XI, Chapter 117 shall be amended as to include:

**Chapter 117: Cannabis Business Regulations**

**§117.01 ADOPTION OF STATUTES BY REFERENCE**

**§117.02 FINDINGS AND PURPOSE**

The City of Worthington, MN (hereinafter, “City”) makes the following legislative findings:

The purpose of this ordinance is to implement the provisions of Minnesota Statutes, chapter 342, which authorizes the City to protect the public health, safety, and welfare of residents by regulating cannabis businesses within the legal boundaries of the City.

Zoning information regarding cannabis businesses shall be found in Chapter 155.

**§117.03 AUTHORITY AND JURISDICTION**

(A) The City has the authority to adopt this ordinance pursuant to:

1. Minn. Stat. 342.13(c), regarding the authority of a local unit of government to adopt reasonable restrictions of the time, place, and manner of the operation of a cannabis business provided that such restrictions do not prohibit the establishment or operation of cannabis businesses.
2. Minn. Stat. 342.22, regarding the local registration and enforcement requirements of state-licensed cannabis retail businesses and lower-potency hemp edible retail businesses.
3. Minn. Stat. 152.0263, Subd. 5, regarding the use of cannabis in public places.
4. Minn. Stat. 462.357, regarding the authority of a local authority to adopt zoning ordinances.

This Ordinance shall be applicable to the legal boundaries of the City of Worthington, MN,

(B) Severability

If any section, clause, provision, or portion of this ordinance is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of this ordinance shall not be affected thereby.

## (C) Enforcement

The City is responsible for the administration and enforcement of this ordinance. Any violation of the provisions of this ordinance or failure to comply with any of its requirements constitutes a misdemeanor and is punishable as defined by law. Violations of this ordinance can occur regardless of whether or not a permit is required for a regulated activity listed in this ordinance.

### §117.04 Definitions

Unless otherwise noted in this section, words and phrases contained in Minn. Stat. 342.01 and the rules promulgated pursuant to any of these acts, shall have the same meanings in this ordinance.

***Cannabis Cultivation.*** A cannabis business licensed to grow cannabis plants within the approved amount of space from seed or immature plant to mature plant, harvest cannabis flower from mature plant, package and label immature plants and seedlings and cannabis flower for sale to other cannabis businesses, transport cannabis flower to a cannabis manufacturer located on the same premises, and perform other actions approved by the office.

***Cannabis Retail Businesses.*** A retail location and the retail location(s) of a mezzobusinesses with a retail operations endorsement, microbusinesses with a retail operations endorsement, medical combination businesses operating a retail location, excluding lower-potency hemp edible retailers.

***Cannabis Retailer.*** Any person, partnership, firm, corporation, or association, foreign or domestic, selling cannabis product to a consumer and not for the purpose of resale in any form.

***Daycare.*** A location licensed with the Minnesota Department of Human Services to provide the care of a child in a residence outside the child's own home for gain or otherwise, on a regular basis, for any part of a 24-hour day.

***Lower-potency Hemp Edible.*** As defined under Minn. Stat. 342.01 subd. 50.

***Office of Cannabis Management.*** Minnesota Office of Cannabis Management, referred to as "OCM" in this ordinance.

***Place of Public Accommodation.*** A business, accommodation, refreshment, entertainment, recreation, or transportation facility of any kind, whether licensed or not, whose goods, services, facilities, privileges, advantages or accommodations are extended, offered, sold, or otherwise made available to the public.

***Preliminary License Approval.*** OCM pre-approval for a cannabis business license for applicants who qualify under Minn. Stat. 342.17.

***Public Place.*** A public park or trail, public street or sidewalk; any enclosed, indoor area used by the general public, including, but not limited to, restaurants; bars; any other food or liquor establishment; hospitals; nursing homes; auditoriums; arenas; gyms; meeting rooms; common areas of rental apartment buildings, and other places of public accommodation.

***Residential Treatment Facility.*** As defined under Minn. Stat. 245.462 subd. 23.

***Retail Registration.*** An approved registration issued by the City to a state-licensed cannabis retail business.

***School.*** A public school as defined under Minn. Stat. 120A.05 or a nonpublic school that must meet the reporting requirements under Minn. Stat. 120A.24.

***State License.*** An approved license issued by the State of Minnesota's Office of Cannabis Management to a cannabis retail business.

### §117.05 Registration of Cannabis Businesses



(A) Consent to registering of Cannabis Businesses

No individual or entity may operate a state-licensed cannabis retail business within the City without first registering with the City.

Any state-licensed cannabis retail business that sells to a customer or patient without valid retail registration shall incur a civil penalty of (up to \$2,000) for each violation.

(B) Compliance Checks Prior to Retail Registration

Prior to issuance of a cannabis retail business registration, the City may conduct a preliminary compliance check to ensure compliance with local ordinances.

Pursuant to Minn. Stat. 343, within 30 days of receiving a copy of a state license application from OCM, the City shall certify on a form provided by OCM whether a proposed cannabis retail business complies with local zoning ordinances and, if applicable, whether the proposed business complies with the state fire code and building code.

**§117.06 Registration & Application Procedure**

(A) The City shall not charge an application fee.

(B) A registration fee, as established by resolution of the City Council, shall be charged to applicant depending on the type of retail business license applied for.

An initial retail registration fee shall not exceed \$500 or half the amount of an initial state license fee under Minn. Stat. 342.11, whichever is less. The initial registration fee shall include the initial retail registration fee and the first annual renewal thereafter.

A renewal retail registration fee shall not exceed \$1,000 or half the amount of a renewal state license fee under Minn. Stat. 342.11, whichever is less.

A medical combination business operating an adult-use retail location may only be charged a single registration, not to exceed the lesser of a single retail registration fee, defined under this section, of the adult-use retail business.

(C) The City shall issue a retail registration to a state-licensed cannabis retail business that adheres to the requirements of Minn. Stat. 342.22.

(1) An applicant for a retail registration shall fill out an application form, as provided by the City. Said form shall include, but is not limited to:

- a. Address and parcel ID of the business.
- b. Property owner's name and contact information.
- c. Business name and business owner's contact information.
- d. Business tax identification number.
- e. Certification that the applicant complies with the requirements of local ordinances established pursuant to Minn. Stat. 342.13.

(2) The applicant shall include with the form:

- a. A floor plan.



- b. A copy of their license from the Office of Cannabis Management.
  - c. The registration fee as required in Section 117.06 (B).
  - d. Any other information deemed necessary by the City.
- (3) Once an application is considered complete, the City shall inform the applicant as such, process the application fees, and forward the application to the office of the City Clerk for approval or denial.
- (4) The registration fee shall be non-refundable once processed.
- (D) A state-licensed cannabis retail business shall not be approved or renewed if the applicant is unable to meet the requirements of this ordinance.
- (E) A state-licensed cannabis retail business application that meets the requirements of this ordinance shall be approved.

### **§117.07 Renewal of Registration**

- (A) The City shall renew an annual registration of a state-licensed cannabis retail business at the same OCM renews the cannabis retail business' license.

A state-licensed cannabis retail business shall apply to renew registration on a form established the by the City.

A cannabis retail registration issued under this ordinance shall not be transferred.

- (B) The City may charge a renewal fee for the registration starting the second renewal, as established by resolution of the City Council.
- (C) The application for renewal of a retail registration shall include, but is not limited to:
  - (1) Items required under Section 117.06 (C).

### **§117.08 Suspension of Registration**

- (A) The City may suspend a cannabis retail business's registration if it violates the ordinance of the City or poses an immediate threat to the health or safety of the public. The City shall immediately notify the cannabis retail business in writing the grounds for the suspension.
- (B) The City shall immediately notify the OCM in writing the grounds for the suspension of a registration. OCM will provide the City and cannabis business retailer a response to the complaint within seven calendar days and perform any necessary inspections within 30 calendar days.
- (C) The suspension of a cannabis retail business registration may be for up to 30 calendar days, unless OCM suspends the license for a longer period. The business may not make sales to customers if their registration is suspended.
  - 1. The City may reinstate a suspended registration at any time if it determines that any violation has been resolved.
  - 2. The City shall reinstate a registration if OCM determines that any violations has been resolved.

### **§117.09 Annual Compliance Checks**

The City shall complete at minimum, one compliance check per calendar year of every cannabis business to assess if the business meets age verification requirements, as required under Minn. Stat. 342.22 Subd. 4(b) and Minn. Stat. 342.24 and this ordinance.

The City shall conduct at minimum one unannounced age verification compliance check at least once per calendar year.

Age verification compliance checks shall involve persons at least 17 years of age but under the age 21 who, with the prior written consent of a parent or guardian if the person is under the age of 18, attempt to purchase adult-use cannabis flower, adult-use cannabis products, lower-potency hemp edibles, or hemp-derived consumer products under the direct supervision of a law enforcement officer or an employee of the local unit of government.

Any failures under this section must be reported to the Office of Cannabis Management.

#### **§117.10 Location Change**

A state-licensed cannabis retail business shall be required to submit new application for registration under Sections 117.05 and 117.06 if it seeks to move to a new location still within the legal boundaries of the City.

#### **§117.11 Civil Penalties**

Subject to Minn. Stat. 342.22, subd. 5(e) the City may impose a civil penalty for registration violations, not to exceed \$2,000.00.

#### **§117.12 Limiting of Registrations**

The City shall not limit the number of cannabis retail businesses in the City.

#### **§117.13 Temporary Cannabis Events Licensure and Application Process**

- (A) A license is required to be issued and approved by the Worthington City Council prior to holding a Temporary Cannabis Event.
- (B) A license fee, as established by resolution of the City Council, shall be charged to applicants for Temporary Cannabis Events.
- (C) The City shall require an application for Temporary Cannabis Event be submitted for review and approval.
  - (1) An applicant for a Temporary Cannabis Event license shall fill out an application form, as provided by the City. Said form shall contain the requirements for submission.
  - (2) The City reserves the right to require the submission of additional information as necessary.
  - (3) An applicant for a Temporary Cannabis Event license must submit to the City a copy of the OCM cannabis event license application.
  - (4) Should the City determine the application is incomplete, the application shall be sent back to the applicant with the notice of deficiencies.
- (D) The application fee shall be non-refundable once processed.

#### **§117.14 Temporary Cannabis Events Standards**

(A) On-site consumption of any cannabis product is prohibited.

(B) Temporary Events shall only be held between the hours of 10 A.M. through 9 P.M.

### **§117.15 Use in Public Places**

No person shall use cannabis flower, cannabis products, lower-potency hemp edibles, or hemp-derived consumer products in a public place or a place of public accommodation unless the premises is an establishment licensed to permit on-site consumption of adult-use.

### **§117.16 Hours of Operation**

State law limits the retail sale of cannabis flower, cannabis products, lower-potency hemp edibles, or hemp-derived consumer products to the hours of:

- Monday-Saturday: 8 a.m.-2 a.m. the following day
- Sunday: 10 a.m.-2 a.m.

Retail sale of cannabis flower, cannabis products, lower-potency hemp edibles, or hemp-derived consumer products shall be further prohibited between the hours of 8 a.m.-10 a.m. and between 9 p.m.-2 a.m. the following day, seven days a week.

## **Section II**

Passed and adopted by the City Council of the City of Worthington, Minnesota, this \_\_\_\_ day of \_\_\_\_\_, 2025.

(SEAL)

\_\_\_\_\_  
Rick Von Holdt, Mayor

Attest: \_\_\_\_\_  
Mindy Eggers, City Clerk

**CITY OF WORTHINGTON, MINNESOTA**

**SUMMARY OF ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE TO AMEND TITLE XI OF THE CITY CODE OF WORTHINGTON,  
NOBLES COUNTY, MINNESOTA**

**THE CITY COUNCIL OF THE WORTHINGTON DO ORDAIN,**

On January 27, 2025, the Worthington City Council passed the first reading of an ordinance to amend City Code Chapter 117 in order to allow cannabis businesses in the City.

The proposed ordinance includes no limit on the number of retail registrations allowed, process for application, regulations businesses must follow, enforcement methods, fees, and the prohibition of cannabis use in public places.

A complete copy of this ordinance is available for viewing in the City Clerk’s office at City Hall, 303 Ninth Street, Worthington MN 56187 from 8 A.M to 5 P.M Monday through Friday.

**APPROVED FOR PUBLICATION, PASSED AND ADOPTED** by the City Council of the City of Worthington, Minnesota this 27<sup>th</sup> day of January, 2025

(SEAL)

CITY OF WORTHINGTON

\_\_\_\_\_  
Rick Von Holdt, Mayor

ATTEST: \_\_\_\_\_

Mindy Eggers, City Clerk

**ENGINEERING MEMO**

**DATE: JANUARY 23, 2025**  
**TO: MAYOR AND COUNCIL**  
**SUBJECT: ITEMS REQUIRING COUNCIL ACTION OR REVIEW**

**AGENDA CASE ITEMS**

**1. RECEIVE REPORTS AND ORDER HEARING ON MURRAY AVENUE STREET RECONSTRUCTION PROJECT**

During the council meeting on September 23, 2024, the Council passed a resolution to order a feasibility report on the Murray Avenue street reconstruction project. The Council is requested to receive the report and order the improvement hearing required by State Statue 429 to proceed with the assessment project.

Included as Exhibit 1-1 is a feasibility report on the proposed improvement of the Murray Avenue project from Nobles Street to East Dead end. The proposed improvements involve replacement of the sanitary sewer services, regrading, curb and gutter, sidewalks, concrete driveways and permanent pavement. Assessment will not commence until the full scope of work is completed.

The reports provide comprehensive information on the proposed improvements, including costs, funding, estimated assessment rates, and the City's share, along with related improvements. Staff recommends that the Council accepts the reports and passes the resolution shown in Exhibit 1-2, to receive the reports and call for hearings on the proposed improvements. These hearings are scheduled to be held at the February 10, 2025, Council meeting.

**2. RECEIVE REPORTS AND ORDER HEARING ON SIXTH AVENUE STREET RECONSTRUCTION PROJECT**

During the council meeting on September 23, 2024, the Council passed a resolution to order a feasibility report on the Sixth Avenue street reconstruction project. The Council is requested to receive the report and order the improvement hearing required by State Statue 429 to proceed with the assessment project.

Included as Exhibit 2-1 is a feasibility report on the proposed improvement of the Sixth Avenue project from Eleventh Street to Fourteenth Street. The proposed improvements involve replacement of the water main, sanitary sewer main, storm sewer main, sanitary sewer services, regrading, curb and gutter, sidewalks, concrete driveways and permanent pavement. Assessment will not commence until the full scope of work is completed.

The reports provide comprehensive information on the proposed improvements, including costs, funding, estimated assessment rates, and the City's share, along with related improvements. Staff recommends that the Council accepts the reports and passes the resolution shown in Exhibit 2-2, to receive the reports and call for hearings on the proposed improvements. These hearings are scheduled to be held at the February 10, 2025, Council meeting.

FEASIBILITY REPORT  
MURRAY AVENUE  
STREET RECONSTRUCTION

## I. INTRODUCTION

The purpose of this report is to determine the feasibility of improving the following described streets by fully reconstructing the street base, pavement, and curb and gutter, sidewalks and sanitary sewer services

Murray Avenue – Nobles Street to East Dead end

This report has been prepared pursuant to Council Resolution No. 2024-09-62 of September 23, 2024. Such improvements have not been petitioned for and need to proceed as a Council initiated project.

As requested, we have prepared the following Feasibility Report in accordance with Minnesota Statutes Chapter 429 for the proposed improvements. This report provides an initial analysis of the feasibility, cost-effectiveness and necessity of the proposed infrastructure improvements and it is expected that at least part of the cost of these improvements will be assessed to benefiting property adjacent to the improvements. The specific objectives of this feasibility report are to:

1. Evaluate the need for the project.
2. Develop a preliminary cost estimate for the proposed project.
3. Determine the feasibility of the proposed

improvements. Specific items of construction will consist of:

1. Removal of existing pavement, and base.
2. Bituminous street pavement.
3. Curb and Gutter.
4. Sidewalk
5. Sanitary sewer service
6. Turf restoration.

## II. PROJECT NEED

These segments of Murray Avenue have been listed in the Capital Improvements Program (CIP) for reconstruction of the streets based on their age and condition.

The surface of the street is bituminous pavement previously overlaid with bituminous to extend their useful life. The existing pavement section no longer has the properties necessary to fulfill its function. Multiple factors contribute to poor street conditions including age, material fatigue and degradation, insufficient subgrade drainage, and seasonal saturated soil conditions. The effects of these conditions may be found throughout the length of the subject streets. This combination of factors has deteriorated the total pavement structure of the streets to the point that it no longer is able to provide an acceptable level of service.

### III. EXISTING CONDITIONS

#### Street

The segment of Murray Avenue was originally constructed in early 1900's, and a bituminous surface and curb and gutter was installed in 1966.

The bituminous pavement, designed for a 30-year lifespan, has exceeded its intended service life by over a century, while the most recent overlay improvement has reached its 20-year service limit.

It is recommended that the existing pavement structure (base and surfacing) be removed and replaced as part of a street reconstruction in order to restore the total pavement system.

Complete reconstruction of the street is recommended to reestablish full serviceability of the subject street.

#### Sanitary Sewer

It is recommended to replace the sanitary sewer services up to the property line from the main to prevent future excavation on the newly reconstructed pavement and base.

### IV. PROPOSED IMPROVEMENTS

#### Street

As previously discussed, due to the age and condition of this segment of Murray Avenue, it is recommended that the existing pavement structure be removed and reconstructed.

#### Pavement Design and Type

The City's Assessment Ordinance provides that commercial access streets "shall be of "9 ton" design". Due to the age of the underground utilities, and accessible to the future pavement reconstruction, bituminous pavement is recommended. The street section shall 3.5-inches of bituminous pavement for rest of the segment, and 6-inches of drainable aggregate base.

Installation of a subsurface drainage system is also recommended. Current City practice is to use drainable stable base (DSB) together with proper edge drain tiles to allow for free drainage of that base material, intercept free water rising from below that layer, and provide a base layer that is less susceptible to loss of strength due to the presence of excess moisture.

Geotextile reinforcement fabric would also be installed in conjunction with the aggregate base. The geotextile fabric will reduce the migration of the subgrade clay into the drainable base material and reinforce the subgrade material (clay) during the spring transitional period when frost is melting out of the soil and the subgrade's bearing strength is the weakest.

#### Sanitary Sewer

The existing sanitary sewer service will be replaced with a 4-inch PVC sanitary sewer service to prevent future excavation on the newly reconstructed pavement and base.



## V. PROJECT COST AND FINANCING

A detailed preliminary cost estimate is in the appendix.

The distribution of assessable costs for each of the improvement types is proposed as outlined in the City Assessment Ordinance.

The estimated cost of the street improvements is \$806,700, with an assessable amount including sanitary sewer services of \$478,310.

The provisions of the City assessment ordinance establish that the City's share will include all costs for the reconstruction of the center 24 feet of pavement. The costs for reconstructing the remaining width of pavement, curb (and gutter), and driveways will be assessed to the benefited properties. The street assessment rate will be based on the length of lot frontage on both sides of the street and will include City alley and street right-of-way frontage lengths.

The estimated costs, City share, assessment receivables, and assessment rates for the street improvement options are as follows:

<b>STREET</b>	
<b>Summary of Estimated Cost</b>	
<b>Hearing on Proposed Improvement - 02/10/2025</b>	
<b>PROPERTY OWNER SHARE OF IMPROVEMENT COST</b>	
	<b>Bituminous</b>
Construction	\$533,539.33
Design, Administration and Engineering	\$53,359.33
Total of Assessable Costs	\$586,952.67
Total Abutting Frontage (in feet)	2496.00
Total Assessable Frontage (in feet)	2034.00
Estimated Assessable Rate (per foot)	\$235.15
<b>TOTAL ESTIMATED ASSESSMENTS RECEIVABLE</b>	<b>\$478,309.99</b>
<b>CITY SHARE OF IMPROVEMENT COST</b>	
Construction - Paving	\$196,406.67
Design, Administration and Engineering - Paving	\$23,340.67
Non-Assessable Costs (lot allowances)	\$108,639.3
<b>TOTAL ESTIMATED CITY COST</b>	<b>\$328,386.64</b>
<b>TOTAL ESTIMATED COST OF IMPROVEMENT</b>	<b>\$806,696.63</b>

Based on a rate determining frontage of 2034.00ft, the assessment rate is **\$235.15/ft.**

## VI. CONCLUSION

The proposed street is feasible and a cost-effective means of improving the subject length of Murray Avenue. The request for competitive bids best accomplishes the proposed construction of the street improvements described in this report.

This Feasibility Report summarizes the estimated assessments for the Murray Avenue. Once the construction is complete, a final assessment hearing should be held to determine the final assessment costs.

The estimated costs presented herein have been prepared based on current, average bidding prices and are subject to variation due to construction timing, contractor workloads, etc. The cost estimates include the estimated cost of engineering and contract administration, but do not include the cost of any fiscal fees related to project financing.

## RESOLUTION NO. 2025-01-\_\_\_\_\_

## RECEIVING REPORT AND CALLING FOR HEARING ON PROPOSED IMPROVEMENT

WHEREAS, Pursuant to Resolution No. 2024-09-62 of the Council passed on September 23, 2024, a report has been prepared by the Acting City Engineer with reference to the improvement of the following described street by sanitary services, curb and gutter, sidewalks, driveways, base reconstruction and bituminous surfacing:

**MURRAY AVENUE — from Nobles Street to East Dead End**

and this report was received by the Council on January 27<sup>th</sup>, 2025; and

WHEREAS the report provides information regarding whether the proposed improvement is necessary, cost-effective, and feasible; whether it should best be made as proposed or in connection with some other improvement; the estimated cost of the improvement as recommended; and a description of the methodology used to calculate individual assessments for affected parcels.

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

1. The City Council will consider the improvement of said street by grading, base construction, and surfacing, in accordance with the report, and the assessment of the abutting properties for all or a portion of the cost of the improvement, pursuant to Minnesota Statutes, Chapter 429.
  - a. **Bituminous:** An estimated total cost of the improvement ~ \$806,696.63
2. A public hearing shall be held on such proposed improvement on February 10<sup>th</sup>, 2025, in the Council Chambers of City Hall at 5:30 p.m. and the Clerk shall give mailed and published notice of such hearing and improvement as required by law.

Adopted by the City Council of the City of Worthington, Minnesota, this the 27<sup>th</sup> day of January, 2025.

(SEAL)

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Rick Von Holdt, Mayor

Attest: \_\_\_\_\_  
Mindy L. Eggers, City Clerk

FEASIBILITY REPORT  
SIXTH AVENUE  
STREET RECONSTRUCTION

## I. INTRODUCTION

The purpose of this report is to determine the feasibility of improving the following described streets by fully reconstructing the street base, pavement, and curb and gutter, sidewalks and sanitary sewer services

Sixth Avenue – Eleventh Street to Fourteenth Street

This report has been prepared pursuant to Council Resolution No. 2024-09-63 of September 23, 2024. Such improvements have not been petitioned for and need to proceed as a Council initiated project.

As requested, we have prepared the following Feasibility Report in accordance with Minnesota Statutes Chapter 429 for the proposed improvements. This report provides an initial analysis of the feasibility, cost-effectiveness and necessity of the proposed infrastructure improvements and it is expected that at least part of the cost of these improvements will be assessed to benefiting property adjacent to the improvements. The specific objectives of this feasibility report are to:

1. Evaluate the need for the project.
2. Develop a preliminary cost estimate for the proposed project.
3. Determine the feasibility of the proposed

improvements. Specific items of construction will consist of:

1. Removal of existing pavement, and base.
2. Bituminous street pavement.
3. Curb and Gutter.
4. Sidewalk
5. Sanitary sewer service
6. Turf restoration.

## II. PROJECT NEED

These segments of Sixth Avenue have been listed in the Capital Improvements Program (CIP) for reconstruction of the streets based on their age and condition.

The surface of the street is bituminous pavement previously overlaid with bituminous to extend their useful life. The existing pavement section no longer has the properties necessary to fulfill its function. Multiple factors contribute to poor street conditions including age, material fatigue and degradation, insufficient subgrade drainage, and seasonal saturated soil conditions. The effects of these conditions may be found throughout the length of the subject streets. This combination of factors has deteriorated the total pavement structure of the streets to the point that it no longer is able to provide an acceptable level of service.

### III. EXISTING CONDITIONS

#### Street

The segment of Sixth Avenue was originally constructed in late 1800's. The segment between 12<sup>th</sup> street and 14<sup>th</sup> street was widened in 1916 and 1969, and seal coated in 1998.

The existing street varies in width, measuring 40 feet, 31 feet, and 36 feet from curb to curb, within a 70-foot-wide right-of-way. The original pavement, designed for a 30-year lifespan, has exceeded its intended service life by over a century, while the most recent overlay improvement has reached its 20-year service limit.

It is recommended that the existing pavement structure (base and surfacing) be removed and replaced as part of a street reconstruction in order to restore the total pavement system.

Complete reconstruction of the street is recommended to reestablish full serviceability of the subject street.

#### Water Main

The exact installation date of the existing water main is unknown, as historical records are unavailable. However, the existing 4-inch infrastructure is considerably aged, leading to ongoing maintenance challenges. Public utilities have identified the water main as deteriorated and in need of reconstruction to ensure reliability and service continuity.

It is recommended that the existing water main be fully replaced as part of the street reconstruction project to improve system performance, reduce the risk of future failures, and align with modern infrastructure standards.

#### Sanitary Sewer

The original sanitary sewer was constructed in 1916 and later reconstructed in 1968. The majority of the segment consists of a 6-inch vitrified clay pipe (VCP). Recent televising inspections have revealed extensive cracking throughout the system, along with significant tree root intrusion obstructing sewage flow.

Due to the condition of the existing pipe and the potential for reduced flow capacity, lining the 6-inch main is not recommended. Instead, full replacement of the sanitary sewer main is advised to restore structural integrity, improve flow efficiency, and ensure long-term service reliability. Additionally, it is recommended to replace the sanitary sewer services up to the property line from the main to prevent future excavation on the newly reconstructed pavement and base.

### IV. PROPOSED IMPROVEMENTS

#### Street

As previously discussed, due to the age and condition of this segment of Sixth Avenue, it is recommended that the existing pavement structure be removed and reconstructed.

#### Pavement Design and Type

Utilities, including the water main, sanitary sewer main, and sanitary sewer services, are scheduled for installation in 2025, along with temporary pavement and concrete curb and gutter. The permanent pavement and curb

and gutter will be installed the following year, allowing for a full freeze-thaw cycle to ensure long-term durability.

The City's Assessment Ordinance provides that commercial access streets "shall be of "9 ton" design". Due to the age of the underground utilities, and accessible to the future pavement reconstruction, bituminous pavement is recommended. The street section shall 3.5-inches of bituminous pavement for rest of the segment, and 6-inches of drainable aggregate base.

Installation of a subsurface drainage system is also recommended. Current City practice is to use drainable stable base (DSB) together with proper edge drain tiles to allow for free drainage of that base material, intercept free water rising from below that layer, and provide a base layer that is less susceptible to loss of strength due to the presence of excess moisture. Geotextile reinforcement fabric would also be installed in conjunction with the aggregate base. The geotextile fabric will reduce the migration of the subgrade clay into the drainable base material and reinforce the subgrade material (clay) during the spring transitional period when frost is melting out of the soil and the subgrade's bearing strength is the weakest.

#### Water Main

The existing 4-inch water main will be removed and replaced with an 8-inch PVC water main to enhance system capacity and reliability. As part of this upgrade, all water service laterals will be replaced up to the curb stops, including the curb stops for residential services. The City has been following a practice of replacing public utility infrastructure within the right-of-way to prevent future easement-related complications and ensure long-term service efficiency.

#### Sanitary Sewer

The existing sanitary sewer main will be replaced with an 8-inch PVC sanitary sewer main to improve flow capacity and structural integrity. Additionally, all sanitary sewer services will be replaced up to the property line to prevent future excavation of newly reconstructed pavement, base, sidewalks, and curb and gutter. This proactive approach will help maintain the integrity of the reconstructed roadway while ensuring a reliable sewer system for residents.

## V. PROJECT COST AND FINANCING

A detailed preliminary cost estimate is in the appendix.

The distribution of assessable costs for each of the improvement types is proposed as outlined in the City Assessment Ordinance.

The estimated cost of the street improvements is \$664,000, with an assessable amount including sanitary sewer services of \$479,000.

The provisions of the City assessment ordinance establish that the City's share will include all costs for the reconstruction of the center 24 feet of pavement. The costs for reconstructing the remaining width of pavement, curb (and gutter), and driveways will be assessed to the benefited properties. The street assessment rate will be based on the length of lot frontage on both sides of the street and will include City alley and street right-of-way frontage lengths.

The estimated costs, City share, assessment receivables, and assessment rates for the street improvement options are as follows:

<b>STREET</b>	
<b>Summary of Estimated Cost</b>	
<b>Hearing on Proposed Improvement - 02/10/2025</b>	
<b>PROPERTY OWNER SHARE OF IMPROVEMENT COST</b>	
	<b>Bituminous</b>
Construction	\$504,3573.00
Design, Administration and Engineering	\$50,435.70
Total of Assessable Costs	\$554,792.70
Total Abutting Frontage (in feet)	2430.00
Total Assessable Frontage (in feet)	2100.00
Estimated Assessable Rate (per foot)	\$228.30
<b>TOTAL ESTIMATED ASSESSMENTS RECEIVABLE</b>	<b>\$479,450.48</b>
<b>CITY SHARE OF IMPROVEMENT COST</b>	
Construction - Paving	\$99,707.30
Design, Administration and Engineering - Paving	\$9,064.30
Non-Assessable Costs (lot allowances)	\$75,342.22
<b>TOTAL ESTIMATED CITY COST</b>	<b>\$184,113.82</b>
<b>TOTAL ESTIMATED COST OF IMPROVEMENT</b>	<b>\$663,564.30</b>

Based on a rate determining frontage of 2100ft, the assessment rate is **\$228.30/ft.**

## VI. CONCLUSION

The proposed street is feasible and a cost-effective means of improving the subject length of Sixth Avenue. The request for competitive bids best accomplishes the proposed construction of the street improvements described in this report.

This Feasibility Report summarizes the estimated assessments for the Sixth Avenue. Once the construction is complete, a final assessment hearing should be held to determine the final assessment costs.

The estimated costs presented herein have been prepared based on current, average bidding prices and are subject to variation due to construction timing, contractor workloads, etc. The cost estimates include the estimated cost of engineering and contract administration, but do not include the cost of any fiscal fees related to project financing.



## RESOLUTION NO. 2025-01-\_\_\_\_\_

## RECEIVING REPORT AND CALLING FOR HEARING ON PROPOSED IMPROVEMENT

WHEREAS, Pursuant to Resolution No. 2024-09-63 of the Council passed on September 23, 2024, a report has been prepared by the Acting City Engineer with reference to the improvement of the following described street by water main, sanitary sewer main, storm sewer main, sanitary services, base reconstruction, bituminous surfacing, curb and gutter, driveways, and sidewalks:

**6<sup>TH</sup> AVENUE - from 11<sup>th</sup> Street to 14<sup>th</sup> Street**

and this report was received by the Council on January 27, 2025; and

WHEREAS the report provides information regarding whether the proposed improvement is necessary, cost-effective, and feasible; whether it should best be made as proposed or in connection with some other improvement; the estimated cost of the improvement as recommended; and a description of the methodology used to calculate individual assessments for affected parcels.

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

1. The City Council will consider the improvement of said street by grading, base construction, and surfacing, in accordance with the report, and the assessment of the abutting properties for all or a portion of the cost of the improvement, pursuant to Minnesota Statutes, Chapter 429.
  - a. **Bituminous:** An estimated total cost of the improvement ~ \$ 663,564.30
2. A public hearing shall be held on such proposed improvement on February 10<sup>th</sup>, 2025, in the Council Chambers of City Hall at 5:30 p.m. and the Clerk shall give mailed and published notice of such hearing and improvement as required by law.

Adopted by the City Council of the City of Worthington, Minnesota, this the 27<sup>th</sup> day of January, 2025.

(SEAL)

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Rick Von Holdt, Mayor

Attest: \_\_\_\_\_  
Mindy L. Eggers, City Clerk

**COMMUNITY DEVELOPMENT MEMO****DATE: January 23, 2025****TO: HONORABLE MAYOR AND CITY COUNCIL****SUBJECT: ITEMS REQUIRING CITY COUNCIL ACTION OR REVIEW****1. Consideration of Future Special Assessments – Lot 1, Block 1, Worthington Bio Science Industrial Park Fourth Addition.**

In fall of 2024, the Worthington EDA signed a purchase agreement with Duininck Inc. At the time the land under contract was un-platted. Upon platting of the property, it was determined that a future extension of Bioscience drive straight west was appropriate. With an additional 1069.07 feet of future street frontage, the assessments on this portion would be substantial. Duininck is requesting relief from future assessments given that the street was not platted upon signing of the purchase agreement.

The City's assessment policy states "for interior lots less than 150 feet in depth, or lots which cannot be subdivided under existing subdivision regulations and which abut two parallel streets... the "frontage" for a given type of surface improvement shall be calculated on only one side of the lot." The subject property can be subdivided and is greater than 150 feet deep, making it subject to assessments.

The request from Duininck seeks that Lot 1, Block 1, Bio Science Industrial Park Fourth Addition not be assessed for improvements to Bioscience Drive unless the property is subdivided or access to Bioscience Drive is requested.

City Council may have limited authority over future elected officials. As such, Staff recommends that if Council wishes to approve the request, they pass a resolution recommending that when the street is built, assessments be deferred or altered. A resolution is shown in Exhibit 1 for consideration.

**RESOLUTION NO. \_\_\_\_\_****A RESOLUTION ESTABLISHING NO SPECIAL ASSESSMENTS FROM  
BIOSCIENCE DRIVE SURFACE IMPROVEMENTS ON LOT 1, BLOCK 1,  
WORTHINGTON BIOSCIENCE INDUSTRIAL PARK FOURTH ADDITION.**

**WHEREAS,** The City Code §94 and Minnesota Statute 429 regulate special assessments, and

**WHEREAS,** City Code §94.17 states “For interior lots less than 150 feet in depth, or lots which cannot be subdivided under existing subdivision regulations, and which abut two parallel street, the “frontage for a given type of surface improvement shall be calculated on only one side of the lot...”, and

**WHEREAS,** Lot 1, Block 1, Worthington Bioscience Industrial Park Fourth Addition is bordered by 27<sup>th</sup> Street along the north side, and Bioscience Drive right-of-way on the south side, creating a double frontage lot, and

**WHEREAS,** the Worthington Economic Development Authority has entered into a contract to sell Lot 1, Block 1, Worthington Bio Science Industrial Park Fourth Addition and the said buyer is seeking relief from future assessments pertaining to Bioscience Drive, and

**WHEREAS,** City Council has the authority to allow deviation from the policy in City Code §94, and

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

The City Council desires that upon construction of the extension of Bioscience Drive, special assessments related to surface improvements be deferred or altered unless the property is subdivided or access to the road is requested. Any future deferral or change to assessments is subject to the appropriate process as required by Minnesota Statute 429.

Approved this 27<sup>th</sup> day of January, 2025

(SEAL)

CITY OF WORTHINGTON

\_\_\_\_\_  
Mayor

ATTEST: \_\_\_\_\_  
City Clerk

PACKET: 05360 MEDSURETY  
VENDOR SET: 01 CITY OF WORTHINGTON \*\*\* DRAFT/OTHER LISTING \*\*\*  
BANK: 1 FIRST STATE BANK SOUTHWES

VENDOR	I.D.	NAME	ITEM	PAID	DISCOUNT	AMOUNT	ITEM	ITEM
			TYPE	DATE			NO#	AMOUNT
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M00512		MEDSURETY LLC	D	1/13/2025			002448	2,626.21
M00512		MEDSURETY LLC	D	1/13/2025			002449	854.50

* * 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:	2	0.00	3,480.71	3,480.71
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:	 2	 0.00	 3,480.71	 3,480.71

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
ABRA AUTO BODY & GLASS, WORTHINGTON	1/17/25	105 REPAIR FROM ACCIDENT	SAFETY PROMO/LOSS	HEALTH/SAFETY/FITNESS	<u>5,918.26</u>
				TOTAL:	5,918.26
ADVANCED ENGINEERING AND ENVIRONMENTAL	1/17/25	DRAINAGE FUNDING ASSISTANC	STORM WATER MANAGE	PROJECT #25	<u>122.00</u>
				TOTAL:	122.00
AMERICAN BOTTLING COMPANY	1/17/25	MIX	LIQUOR	NON-DEPARTMENTAL	<u>283.58</u>
				TOTAL:	283.58
ANDERSON ALIGNMENT	1/17/25	#308 WATER TRUCK DOT SERVI	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	32.44
	1/17/25	#308 WATER TRUCK DOT SERVI	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	<u>286.45</u>
				TOTAL:	318.89
ARTIC GLACIER U.S.A., INC.	1/17/25	ICE	LIQUOR	NON-DEPARTMENTAL	372.04
	1/17/25	FREIGHT	LIQUOR	O-SOURCE MISC	<u>17.50</u>
				TOTAL:	389.54
ARTISAN BEER COMPANY	1/17/25	BEER	LIQUOR	NON-DEPARTMENTAL	<u>48.45</u>
				TOTAL:	48.45
ATLANTIC BOTTLING COMPANY	1/17/25	MIX	LIQUOR	NON-DEPARTMENTAL	<u>298.00</u>
				TOTAL:	298.00
BEVERAGE WHOLESALERS INC	1/17/25	BEER	LIQUOR	NON-DEPARTMENTAL	7,476.07
	1/17/25	BEER	LIQUOR	NON-DEPARTMENTAL	192.00
	1/17/25	BEER	LIQUOR	NON-DEPARTMENTAL	20,209.49
	1/17/25	BEER	LIQUOR	NON-DEPARTMENTAL	3,653.14
	1/17/25	BEER	LIQUOR	NON-DEPARTMENTAL	<u>5,671.78</u>
				TOTAL:	37,202.48
BLUEPEAK	1/17/25	PHONE SERVICE	ELECTRIC	O-DISTR STATION EXPENS	<u>54.77</u>
				TOTAL:	54.77
BRAU BROTHERS BREWING COMPANY LLC	1/17/25	BEER	LIQUOR	NON-DEPARTMENTAL	114.00
	1/17/25	THC	LIQUOR	NON-DEPARTMENTAL	<u>50.25</u>
				TOTAL:	164.25
BREAKTHRU BEVERAGE MINNESOTA BEER LLC	1/17/25	BEER	LIQUOR	NON-DEPARTMENTAL	582.75
	1/17/25	LIQUOR	LIQUOR	NON-DEPARTMENTAL	1,626.00
	1/17/25	WINE	LIQUOR	NON-DEPARTMENTAL	440.00
	1/17/25	MIX	LIQUOR	NON-DEPARTMENTAL	192.29
	1/17/25	WINE	LIQUOR	NON-DEPARTMENTAL	112.00
	1/17/25	WINE	LIQUOR	NON-DEPARTMENTAL	408.00
	1/17/25	LIQUOR	LIQUOR	NON-DEPARTMENTAL	1,652.87
	1/17/25	MIX	LIQUOR	NON-DEPARTMENTAL	39.96
	1/17/25	WINE	LIQUOR	NON-DEPARTMENTAL	304.00-
	1/17/25	WINE	LIQUOR	NON-DEPARTMENTAL	208.00-
	1/17/25	MIX	LIQUOR	NON-DEPARTMENTAL	52.18-
	1/17/25	LIQUOR	LIQUOR	NON-DEPARTMENTAL	1,246.70-
	1/17/25	LIQUOR	LIQUOR	NON-DEPARTMENTAL	49.00-
	1/17/25	LIQUOR	LIQUOR	NON-DEPARTMENTAL	49.51-
	1/17/25	WINE	LIQUOR	NON-DEPARTMENTAL	192.00-
	1/17/25	LIQUOR	LIQUOR	NON-DEPARTMENTAL	0.01-
	1/17/25	FREIGHT	LIQUOR	O-SOURCE MISC	16.65
	1/17/25	FREIGHT	LIQUOR	O-SOURCE MISC	7.40
	1/17/25	FREIGHT	LIQUOR	O-SOURCE MISC	11.10

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	1/17/25	FREIGHT	LIQUOR	O-SOURCE MISC	7.40
	1/17/25	FREIGHT	LIQUOR	O-SOURCE MISC	32.07
	1/17/25	FREIGHT	LIQUOR	O-SOURCE MISC	1.85
	1/17/25	FREIGHT	LIQUOR	O-SOURCE MISC	3.70-
	1/17/25	FREIGHT	LIQUOR	O-SOURCE MISC	3.70-
	1/17/25	FREIGHT	LIQUOR	O-SOURCE MISC	1.85-
	1/17/25	FREIGHT	LIQUOR	O-SOURCE MISC	12.95-
	1/17/25	FREIGHT	LIQUOR	O-SOURCE MISC	0.62-
	1/17/25	FREIGHT	LIQUOR	O-SOURCE MISC	1.84-
	1/17/25	WINE	LIQUOR	O-SOURCE MISC	3.70-
	1/17/25	LIQUOR	LIQUOR	O-SOURCE MISC	1.85-
	1/17/25	FREIGHT	LIQUOR	O-GEN MISC	<u>1.85</u>
				TOTAL:	3,000.58
C & B OPERATIONS LLC	1/17/25	AIR FILTER MINI	ELECTRIC	O-DISTR UNDERGRND LINE	<u>37.60</u>
				TOTAL:	37.60
CILENGI, MARILYN	1/17/25	EDUCATIONAL ASSISTANCE REI	GENERAL FUND	ENGINEERING ADMIN	<u>500.00</u>
				TOTAL:	500.00
CIVIC SYSTEMS LLC	1/17/25	SEMI ANNUAL SUPPORT FEES	WATER	ACCTS-RECORDS & COLLEC	1,606.75
	1/17/25	SEMI ANNUAL SUPPORT FEES	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	1,606.75
	1/17/25	SEMI ANNUAL SUPPORT FEES	ELECTRIC	ACCTS-RECORDS & COLLEC	<u>3,213.50</u>
				TOTAL:	6,427.00
CNH INDUSTRIAL ACCOUNTS	1/17/25	TOOLCAT RIM	RECREATION	PARK AREAS	742.20
	1/17/25	SNOW BRUSHES	RECREATION	PARK AREAS	1,874.13
	1/17/25	WIPER ARM SKIDLOADER	RECREATION	PARK AREAS	83.43
	1/17/25	WIPER BLADE RETURN	RECREATION	PARK AREAS	43.44-
	1/17/25	WIPER BLADE SKIDLOADER	RECREATION	TREE REMOVAL	<u>126.87</u>
				TOTAL:	2,783.19
CORE & MAIN LP	1/17/25	3/4" 1" BRASS SERVICE LINE	WATER	M-TRANS MAINS	<u>252.78</u>
				TOTAL:	252.78
DAKOTA SUPPLY GROUP INC	1/17/25	WELL PUMP 6" COUPLERS	WATER	M-PURIFY STRUCTURES	660.36
	1/17/25	DISTRIBUTION REPAIR SUPPLI	WATER	M-TRANS MAINS	<u>2,226.77</u>
				TOTAL:	2,887.13
DCL AUTO PARTS INC	1/17/25	FUEL FILTER MINI	ELECTRIC	M-SOURCE EQUIPMENT	<u>24.84</u>
				TOTAL:	24.84
DEPARTMENT OF FINANCE	1/17/25	WPD FELONY FLEEING MINI CO	GENERAL FUND	NON-DEPARTMENTAL	112.23
	1/17/25	WPD DRUG FORFEITURE 08 CTS	GENERAL FUND	NON-DEPARTMENTAL	<u>76.20</u>
				TOTAL:	188.43
DGR ENGINEERING	1/17/25	ARC FLASH STUDY UPDATE AND	ELECTRIC	O-DISTR STATION EXPENS	7,000.00
	1/17/25	SUBSTATION #2 BREAKER ADDI	ELECTRIC	FA TRANS MAINS	<u>1,632.00</u>
				TOTAL:	8,632.00
DITCH WITCH UNDERCON	1/17/25	EQUIPMENT MAINTENANCE	ELECTRIC	O-DISTR UNDERGRND LINE	<u>95.10</u>
				TOTAL:	95.10
DOLL DISTRIBUTING LLC	1/17/25	BEER	LIQUOR	NON-DEPARTMENTAL	7,096.40
	1/17/25	BEER	LIQUOR	NON-DEPARTMENTAL	3,892.50
	1/17/25	BEER	LIQUOR	NON-DEPARTMENTAL	4,644.99

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	1/17/25	BEER	LIQUOR	NON-DEPARTMENTAL	150.99-
	1/17/25	BEER	LIQUOR	NON-DEPARTMENTAL	42.05-
	1/17/25	BEER	LIQUOR	NON-DEPARTMENTAL	<u>144.90-</u>
				TOTAL:	15,295.95
E-Z WASH	1/17/25	CAR WASHES	GENERAL FUND	POLICE ADMINISTRATION	<u>114.00</u>
				TOTAL:	114.00
ECHO GROUP INC	1/17/25	WELL 26 PUMP SPLICE CONNEC	WATER	M-SOURCE WELLS & SPRNG	<u>15.68</u>
				TOTAL:	15.68
FRONTIER COMMUNICATION SERVICES	1/17/25	PHONE SERVICE	WATER	O-PUMPING	65.26
	1/17/25	PHONE SERVICE	WATER	O-PURIFY MISC	134.60
	1/17/25	PHONE SERVICE	MUNICIPAL WASTEWAT	O-PURIFY SUPERVISION	69.34
	1/17/25	PHONE SERVICE	MUNICIPAL WASTEWAT	O-PURIFY MISC	69.34
	1/17/25	PHONE SERVICE	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	69.34
	1/17/25	PHONE SERVICE	ELECTRIC	O-SOURCE MISC	82.29
	1/17/25	PHONE SERVICE	ELECTRIC	O-DISTR STATION EXPENS	<u>143.65</u>
				TOTAL:	633.82
HAWKINS INC	1/17/25	CHEMICAL FILTRATION PLANT	WATER	O-PURIFY	1,087.46
	1/17/25	1495 LB CHLORINE & CHEMICA	WATER	O-PURIFY	<u>1,543.90</u>
				TOTAL:	2,631.36
ITEN, VIDA	1/17/25	REIMBURSEMENT	ELECTRIC	ACCTS-ASSISTANCE	<u>304.85</u>
				TOTAL:	304.85
JOHNSON BROTHERS LIQUOR CO	1/17/25	LIQUOR	LIQUOR	NON-DEPARTMENTAL	7,450.00
	1/17/25	WINE	LIQUOR	NON-DEPARTMENTAL	2,093.00
	1/17/25	WINE	LIQUOR	NON-DEPARTMENTAL	624.00
	1/17/25	LIQUOR	LIQUOR	NON-DEPARTMENTAL	3,014.00
	1/17/25	WINE	LIQUOR	NON-DEPARTMENTAL	444.00
	1/17/25	LIQUOR	LIQUOR	NON-DEPARTMENTAL	6,452.84
	1/17/25	MIX	LIQUOR	NON-DEPARTMENTAL	37.00
	1/17/25	WINE	LIQUOR	NON-DEPARTMENTAL	623.15
	1/17/25	THC	LIQUOR	NON-DEPARTMENTAL	83.05
	1/17/25	FREIGHT	LIQUOR	O-SOURCE MISC	253.44
	1/17/25	FREIGHT	LIQUOR	O-SOURCE MISC	66.66
	1/17/25	FREIGHT	LIQUOR	O-SOURCE MISC	11.88
	1/17/25	FREIGHT	LIQUOR	O-SOURCE MISC	60.39
	1/17/25	FREIGHT	LIQUOR	O-SOURCE MISC	5.94
	1/17/25	FREIGHT	LIQUOR	O-SOURCE MISC	56.10
	1/17/25	FREIGHT	LIQUOR	O-SOURCE MISC	<u>25.74</u>
				TOTAL:	21,301.19
LAMPERTS YARDS INC-2602004	1/17/25	SHOP TABLE PROJECT	ELECTRIC	M-DISTR UNDERGRND LINE	37.45
	1/17/25	SHOP TABLE PROJECT	ELECTRIC	M-DISTR UNDERGRND LINE	124.74
	1/17/25	PLYWOOD OVERCHARGE	ELECTRIC	M-DISTR UNDERGRND LINE	74.80-
	1/17/25	SHOP TABLE PROJECT	ELECTRIC	M-DISTR UNDERGRND LINE	<u>104.86</u>
				TOTAL:	192.25
LEAGUE OF MN CITIES	1/17/25	MINNESOTA MAYORS ASSOCIATI	GENERAL FUND	MAYOR AND COUNCIL	<u>30.00</u>
				TOTAL:	30.00
MC GLASS & KEY INC	1/17/25	NEW DOOR LOCK AND HANDLE	RECREATION	ICE ARENA	332.15
	1/17/25	MASTER LOCKS NEW GATES	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	126.24

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
				TOTAL:	458.39
METERING & TECHNOLOGY SOLUTIONS	1/17/25	METER GASKETS	WATER	M-DISTR METERS	419.92
				TOTAL:	419.92
MIDWEST ALARM COMPANY INC	1/17/25	ALARM MONITORING LIQUOR	LIQUOR	O-GEN MISC	501.58
				TOTAL:	501.58
MINNESOTA ENERGY RESOURCES CORP	1/17/25	MONTHLY SERVICE	GENERAL FUND	GENERAL GOVT BUILDINGS	1,215.23
	1/17/25	MONTHLY SERVICE	GENERAL FUND	FIRE ADMINISTRATION	1,543.98
	1/17/25	MONTHLY SERVICE	GENERAL FUND	CENTER FOR ACTIVE LIVI	697.84
	1/17/25	MONTHLY SERVICE	RECREATION	FIELD HOUSE	1,661.69
	1/17/25	MONTHLY SERVICE	WATER	O-DISTR MISC	18.50
	1/17/25	MONTHLY SERVICE	WATER	O-DISTR MISC	202.55
	1/17/25	MONTHLY SERVICE	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	202.55
	1/17/25	MONTHLY SERVICE	ELECTRIC	O-DISTR MISC	405.09
	1/17/25	MONTHLY SERVICE	LIQUOR	O-GEN MISC	1,576.81
				TOTAL:	7,524.24
MINNESOTA RURAL WATER ASSN	1/17/25	C&D WATER & WASTEWATER CER	WATER	O-DISTR MISC	400.00
				TOTAL:	400.00
MISCELLANEOUS V SMITH, SHAWNDA S	1/17/25	UTILTY REFUND	MUNICIPAL WASTEWAT	NON-DEPARTMENTAL	12.98
BENNETT, IAN T	1/17/25	BENNETT, IAN T:REFUND	ELECTRIC	NON-DEPARTMENTAL	29.43
CHILEL RAMOS DE RAMOS	1/17/25	UTILTY REFUND	ELECTRIC	NON-DEPARTMENTAL	72.19
CISNEROS, KEYDI M	1/17/25	UTILTY REFUND	ELECTRIC	NON-DEPARTMENTAL	95.58
FISSIHA, SENAIT DESSAL	1/17/25	FISSIHA, SENAIT DESSALEGNE	ELECTRIC	NON-DEPARTMENTAL	95.89
GEBREGZIABHER, ABEBA	1/17/25	GEBREGZIABHER, ABEBA:REFUN	ELECTRIC	NON-DEPARTMENTAL	88.63
LOPEZ LOPEZ, ELVIA M	1/17/25	LOPEZ LOPEZ, ELVIA M:REFUN	ELECTRIC	NON-DEPARTMENTAL	129.49
MORALES TOMAS, ARGENTI	1/17/25	UTILTY REFUND	ELECTRIC	NON-DEPARTMENTAL	2.16
PHILLIPS JR, CHARLES E	1/17/25	UTILTY REFUND	ELECTRIC	NON-DEPARTMENTAL	90.86
PICENO MARTINEZ, JESUS	1/17/25	UTILTY REFUND	ELECTRIC	NON-DEPARTMENTAL	10.19
SMITH, SHAWNDA S	1/17/25	UTILTY REFUND	ELECTRIC	NON-DEPARTMENTAL	163.30
				TOTAL:	790.70
MORGAN CREEK VINEYARDS	1/17/25	WINE	LIQUOR	NON-DEPARTMENTAL	238.80
				TOTAL:	238.80
MORRIS ELECTRONICS INC	1/17/25	TECHNICAL SUPPORT	WATER	ACCTS-RECORDS & COLLEC	62.50
	1/17/25	TECHNICAL SUPPORT	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	62.50
	1/17/25	TECHNICAL SUPPORT	ELECTRIC	ACCTS-RECORDS & COLLEC	125.00
				TOTAL:	250.00
JODI MULDER	1/17/25	PANTS	GENERAL FUND	SECURITY CENTER	25.49
	1/17/25	PANTS	GENERAL FUND	SECURITY CENTER	25.49
				TOTAL:	50.98
NOBLES COUNTY ATTORNEY	1/17/25	SPD FELONY FLEEING: COOPER	GENERAL FUND	NON-DEPARTMENTAL	224.48
	1/17/25	WPD DWI FORFEITURE 2006 AC	GENERAL FUND	NON-DEPARTMENTAL	234.00
	1/17/25	WPD DWI FORFEITURE 2007 NI	GENERAL FUND	NON-DEPARTMENTAL	184.50
	1/17/25	WPD DRUG FORFIETURE 08 CAD	GENERAL FUND	NON-DEPARTMENTAL	152.04
				TOTAL:	795.02
NOTHING BUT HEMP	1/17/25	THC	LIQUOR	NON-DEPARTMENTAL	975.00
				TOTAL:	975.00



VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
OFFICE OF THE SECRETARY OF STATE	1/17/25	EDDICA NOTORY APPLICATION	GENERAL FUND	ECONOMIC DEVELOPMENT	<u>120.00</u>
				TOTAL:	120.00
ONE OFFICE SOLUTION-WOUTIL	1/17/25	MISCELLANEOUS SUPPLIES	WATER	ACCTS-RECORDS & COLLEC	7.24
	1/17/25	MISCELLANEOUS SUPPLIES	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	7.24
	1/17/25	MISCELLANEOUS SUPPLIES	ELECTRIC	ACCTS-RECORDS & COLLEC	8.40
	1/17/25	MISCELLANEOUS SUPPLIES	ELECTRIC	ACCTS-RECORDS & COLLEC	<u>14.46</u>
				TOTAL:	37.34
PAIGE ST. JOHN	1/17/25	MILEAGE	LIQUOR	O-GEN MISC	51.46
	1/17/25	BATTERIES	LIQUOR	O-GEN MISC	<u>21.56</u>
				TOTAL:	73.02
PEPSI COLA BOTTLING CO OF PIPESTONE, M	1/17/25	MIX	LIQUOR	NON-DEPARTMENTAL	63.00
	1/17/25	MIX	LIQUOR	NON-DEPARTMENTAL	<u>156.00</u>
				TOTAL:	219.00
PHILLIPS WINE & SPIRITS INC	1/17/25	LIQUOR	LIQUOR	NON-DEPARTMENTAL	3,576.37
	1/17/25	WINE	LIQUOR	NON-DEPARTMENTAL	1,626.97
	1/17/25	MIX	LIQUOR	NON-DEPARTMENTAL	25.75
	1/17/25	LIQUOR	LIQUOR	NON-DEPARTMENTAL	4,580.44
	1/17/25	LIQUOR	LIQUOR	NON-DEPARTMENTAL	170.90
	1/17/25	WINE	LIQUOR	NON-DEPARTMENTAL	887.20
	1/17/25	THC	LIQUOR	NON-DEPARTMENTAL	64.55
	1/17/25	FREIGHT	LIQUOR	O-SOURCE MISC	82.50
	1/17/25	FREIGHT	LIQUOR	O-SOURCE MISC	36.63
	1/17/25	FREIGHT	LIQUOR	O-SOURCE MISC	56.64
	1/17/25	FREIGHT	LIQUOR	O-SOURCE MISC	<u>27.72</u>
				TOTAL:	11,135.67
RED BULL DISTRIBUTION COMPANY INC	1/17/25	MIX	LIQUOR	NON-DEPARTMENTAL	<u>216.81</u>
				TOTAL:	216.81
RICKERS STUDIO	1/17/25	HEADSHOTS FOR WEBSITE	GENERAL FUND	ADMINISTRATION	<u>699.80</u>
				TOTAL:	699.80
RUNNINGS SUPPLY INC-ACCT#9502440	1/17/25	PLANT MAINTENANCE SUPPLIES	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	38.34
	1/17/25	PLANT MAINTENANCE SUPPLIES	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	15.16
	1/17/25	PLANT MAINTENANCE SUPPLIES	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	11.98
	1/17/25	CHECK VALVE SUMP PUMP	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	19.99
	1/17/25	ROLLER	ELECTRIC	M-DISTR UNDERGRND LINE	4.49
	1/17/25	SCREW BOLTS	ELECTRIC	M-DISTR UNDERGRND LINE	<u>78.73</u>
				TOTAL:	168.69
RUNNINGS SUPPLY INC-ACCT#9502485	1/17/25	RACHET STRAP HOOKS	GENERAL FUND	ELECTIONS	47.67
	1/17/25	WINDOW KIT	GENERAL FUND	GENERAL GOVT BUILDINGS	25.98
	1/17/25	BROOMS SUPPLIES	GENERAL FUND	PAVED STREETS	56.31
	1/17/25	MAILBOXS	GENERAL FUND	PAVED STREETS	70.48
	1/17/25	MAILBOX DRIVE KIT	GENERAL FUND	PAVED STREETS	54.99
	1/17/25	GLOVES OIL	GENERAL FUND	PAVED STREETS	22.99
	1/17/25	PIPE FITTING AND BOLTS	RECREATION	ICE ARENA	17.26
	1/17/25	SPRAYER ENGINE	RECREATION	PARK AREAS	419.99
	1/17/25	ANTI FREEZE	RECREATION	PARK AREAS	125.58
	1/17/25	KEITH GLOVES	RECREATION	PARK AREAS	22.99
	1/17/25	GLOVES DISPOSABLE	RECREATION	PARK AREAS	35.98
	1/17/25	GLOVES OIL	RECREATION	TREE REMOVAL	35.88

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	1/17/25	SCREWDRIVER BELT	AIRPORT	O-GEN MISC	<u>21.78</u>
				TOTAL:	957.88
SCHOLTES MOTORS INC	1/17/25	104 OIL CHANGE	ELECTRIC	O-DISTR UNDERGRND LINE	<u>59.33</u>
				TOTAL:	59.33
KYLE J SCHREIER	1/17/25	MSCIC CONFERENCE	GENERAL FUND	POLICE ADMINISTRATION	<u>48.54</u>
				TOTAL:	48.54
SCHROEDER BRYANT	1/17/25	CANINE ASSOCATION TRIAL RE	GENERAL FUND	POLICE ADMINISTRATION	<u>75.00</u>
				TOTAL:	75.00
SCHWALBACH ACE #6067	1/17/25	TREATMENT PLANT DOOR SWEEP	WATER	O-PURIFY MISC	18.99
	1/17/25	CLEANING SUPPLIES	MUNICIPAL WASTEWAT	O-PURIFY MISC	18.97
	1/17/25	UPS GARDNER DENVER, OIL TE	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	15.84
	1/17/25	DRILL BITS	ELECTRIC	O-DISTR MISC	38.98
	1/17/25	PAINT FOR NEW SHOP TABLE	ELECTRIC	M-DISTR UNDERGRND LINE	<u>38.46</u>
				TOTAL:	131.24
SHINE BROS CORP OF MINN	1/17/25	TRAILER RAMP STEEL	ELECTRIC	O-DISTR UNDERGRND LINE	<u>23.28</u>
				TOTAL:	23.28
SMALL LOT MN LLC	1/17/25	BEER	LIQUOR	NON-DEPARTMENTAL	<u>587.98</u>
				TOTAL:	587.98
SOUTHERN GLAZER'S WINE AND SPIRITS LL	1/17/25	LIQUOR	LIQUOR	NON-DEPARTMENTAL	3,634.10
	1/17/25	MIX	LIQUOR	NON-DEPARTMENTAL	74.00
	1/17/25	WINE	LIQUOR	NON-DEPARTMENTAL	787.64
	1/17/25	FREIGHT	LIQUOR	O-SOURCE MISC	42.39
	1/17/25	FREIGHT	LIQUOR	O-SOURCE MISC	11.84
	1/17/25	FREIGHT	LIQUOR	O-SOURCE MISC	3.70
	1/17/25	FREIGHT	LIQUOR	O-SOURCE MISC	<u>16.19</u>
				TOTAL:	4,569.86
T & R ELECTRIC SUPPLY CO INC	1/17/25	100 KVA TRANSFORMER	ELECTRIC	FA DISTR LINE TRANSFOR	<u>4,823.25</u>
				TOTAL:	4,823.25
TITAN MACHINERY INC	1/17/25	BOBCAT MINI EXCABATOR	STORM WATER MANAGE	STORM DRAINAGE	<u>11,718.00</u>
				TOTAL:	11,718.00
VESSCO INC	1/17/25	CHEMICAL FEED PUMP HEADS	WATER	M-PURIFY EQUIPMENT	<u>1,042.94</u>
				TOTAL:	1,042.94
JACOB WALKER	1/17/25	MSCIC CONFERENCE	GENERAL FUND	POLICE ADMINISTRATION	<u>45.33</u>
				TOTAL:	45.33
WINE MERCHANTS	1/17/25	WINE	LIQUOR	NON-DEPARTMENTAL	5,830.50
	1/17/25	FREIGHT	LIQUOR	O-SOURCE MISC	<u>124.74</u>
				TOTAL:	5,955.24
WORTHINGTON GLASS INC	1/17/25	DOORS AND INSTALL	GENERAL FUND	CENTER FOR ACTIVE LIVI	<u>16,209.00</u>
				TOTAL:	16,209.00

<u>VENDOR SORT KEY</u>	<u>DATE</u>	<u>DESCRIPTION</u>	<u>FUND</u>	<u>DEPARTMENT</u>	<u>AMOUNT</u>
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## ===== FUND TOTALS =====

101	GENERAL FUND	22,611.57
229	RECREATION	5,434.71
601	WATER	9,766.20
602	MUNICIPAL WASTEWATER	2,665.45
604	ELECTRIC	19,178.04
606	STORM WATER MANAGEMENT	11,840.00
609	LIQUOR	104,033.79
612	AIRPORT	21.78
703	SAFETY PROMO/LOSS CTRL	5,918.26

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GRAND TOTAL:	181,469.80
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TOTAL PAGES: 7

PACKET: 05343 PAYROLL DUE 01/17/25  
VENDOR SET: 01 CITY OF WORTHINGTON \*\*\*\* CHECK LISTING \*\*\*\*  
BANK: 1 FIRST STATE BANK SOUTHWES

VENDOR	I.D.	NAME	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
A00306		AMERITAS	R	1/17/2025			125897	2,231.36
I00009		INTL UNION LOCAL #49	R	1/17/2025			125898	875.00
L00011		LAW ENF LABOR SERV INC #4	R	1/17/2025			125899	1,701.96
M00039		MINNESOTA BENEFIT ASSOCIATION	R	1/17/2025			125900	693.18
M00159		MINNESOTA CHILD SUPPORT PAYMENTR		1/17/2025			125901	139.82
M00131		NCPERS GROUP LIFE INS	R	1/17/2025			125902	704.00
P00201		MN PEIP	R	1/17/2025			125903	131,168.64

* * B A N K T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	7	0.00	137,513.96	137,513.96
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
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:	7	0.00	137,513.96	137,513.96

PACKET: 05357 PAYROLL 1/17/25 - 9  
VENDOR SET: 01 CITY OF WORTHINGTON \*\*\* DRAFT/OTHER LISTING \*\*\*  
BANK: 1 FIRST STATE BANK SOUTHWES

VENDOR	I.D.	NAME	ITEM	PAID	DISCOUNT	AMOUNT	ITEM	ITEM
			TYPE	DATE			NO#	AMOUNT
D00173		DEFERRED COMP- MINNESOTA STATE D		1/22/2025			002450	8,385.53
E00088		EFTPS	D	1/22/2025			002451	75,205.16
M00512		MEDSURETY LLC	D	1/22/2025			002452	14,752.11
M00309		MINNESOTA STATE RETIREMENT SYSTD		1/22/2025			002453	2,520.00
P00039		PUBLIC EMPLOYEES RETIREMENT ASSD		1/22/2025			002454	63,473.21
S00202		STATE OF MINNESOTA DEPT OF REVED		1/22/2025			002455	15,873.13

* * 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:		6	0.00	180,209.14	180,209.14
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:		6	0.00	180,209.14	180,209.14

PACKET: 05366 JANUARY EFT

VENDOR SET: 01

\*\*\* DRAFT/OTHER LISTING \*\*\*

BANK : 1 FIRST STATE BANK SOUTHWES

VENDOR	NAME / I.D.	DESC	ITEM TYPE	PAID DATE	DISCOUNT	AMOUNT	ITEM NO#	ITEM AMOUNT
F00122	FIRST STATE BANK SOUTHWEST		D	1/24/2025			002456	2,623,041.01
M00115	MISSOURI RIVER ENERGY SERVICES		D	1/24/2025			002457	1,474,474.58
P00099	PITNEY BOWES GLOBAL FINANCIAL SERVICES		D	1/24/2025			002458	6,000.00
S00202	STATE OF MINNESOTA DEPT OF REVENUE		D	1/24/2025			002459	132,751.00

\* \* 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:	4	0.00	4,236,266.59	4,236,266.59
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
REGISTER TOTALS:	4	0.00	4,236,266.59	4,236,266.59

TOTAL ERRORS: 0

TOTAL WARNINGS: 0

PACKET: 05366 JANUARY EFT

VENDOR SET: 01

\*\*\* DRAFT/OTHER LISTING \*\*\*

BANK : 1 FIRST STATE BANK SOUTHWES

VENDOR	NAME / I.D.	DESC	ITEM TYPE	PAID DATE	DISCOUNT	AMOUNT	ITEM NO#	ITEM AMOUNT
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\*\* POSTING PERIOD RECAP \*\*

FUND	PERIOD	AMOUNT
101	1/2025	10,439.44CR
202	1/2025	30.00CR
213	1/2025	1,024,908.75CR
229	1/2025	3,556.03CR
231	1/2025	197.00CR
347	1/2025	62,400.00CR
348	1/2025	20,900.00CR
350	1/2025	231,793.75CR
351	1/2025	856,853.75CR
352	1/2025	402,500.00CR
601	1/2025	4,219.74CR
602	1/2025	1,553.74CR
604	1/2025	1,539,120.05CR
609	1/2025	68,896.54CR
612	1/2025	335.68CR
702	1/2025	137.12CR
873	1/2025	8,425.00CR
=====		
ALL		4,236,266.59CR

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
A & B BUSINESS SOLUTIONS	1/24/25	COPIER SERVICE	GENERAL FUND	ENGINEERING ADMIN	117.92
	1/24/25	COPIER SERVICE	GENERAL FUND	ECONOMIC DEVELOPMENT	<u>117.91</u>
				TOTAL:	235.83
ABDO LLP	1/24/25	COMPENSATION STUDY	GENERAL FUND	OTHER GEN GOVT MISC	<u>18,540.00</u>
				TOTAL:	18,540.00
ALL FLAGS LLC	1/24/25	OUTDOOR FLAGS	GENERAL FUND	OTHER GEN GOVT MISC	<u>838.91</u>
				TOTAL:	838.91
ALLEGIAN UTILITY SERVICES LLC	1/24/25	WATER METER INSTALLATIONS	WATER	FA DISTR METERS	<u>5,936.34</u>
				TOTAL:	5,936.34
ARNOLD MOTOR SUPPLY LLP	1/24/25	#412 BATTERY	GENERAL FUND	ICE AND SNOW REMOVAL	446.83
	1/24/25	EQUIPMENT MAINTENANCE PART	ELECTRIC	O-DISTR SUPER & ENG	<u>53.00</u>
				TOTAL:	499.83
ASTRUP DRUG INC	1/24/25	2024 TAX ABATEMENT	ECONOMIC DEV AUTHO	MISC INDUSTRIAL DEVELO	<u>3,537.18</u>
				TOTAL:	3,537.18
AUDIO VIDEO INTEGRATIONS, LLC	1/24/25	AUDIO INTEGRATION	GENERAL FUND	OTHER GEN GOVT MISC	<u>33,282.00</u>
				TOTAL:	33,282.00
BEVERAGE WHOLESALERS INC	1/24/25	BEER	LIQUOR	NON-DEPARTMENTAL	<u>412.80</u>
				TOTAL:	412.80
BILLION AUTOMOTIVE	1/24/25	ESCAPE OIL CHANGE	GENERAL FUND	ECONOMIC DEVELOPMENT	62.09
	1/24/25	SQUAD #20-44 OIL CHANGE	GENERAL FUND	POLICE ADMINISTRATION	44.00
	1/24/25	SQUAD #20-44 OIL CHANGE	GENERAL FUND	POLICE ADMINISTRATION	22.48
	1/24/25	SQIAD 23-28 OIL CHANGE	GENERAL FUND	POLICE ADMINISTRATION	44.00
	1/24/25	SQIAD 23-28 OIL CHANGE	GENERAL FUND	POLICE ADMINISTRATION	22.48
	1/24/25	SQUAD #24-33 OIL CHANGE	GENERAL FUND	POLICE ADMINISTRATION	44.00
	1/24/25	SQUAD #24-33 OIL CHANGE	GENERAL FUND	POLICE ADMINISTRATION	22.48
	1/24/25	SQUAD #18-45 OIL CHANGE	GENERAL FUND	POLICE ADMINISTRATION	60.48
	1/24/25	SQUAD #19-42 MANIFOLD SERV	GENERAL FUND	POLICE ADMINISTRATION	584.00
	1/24/25	SQUAD #19-42 MANIFOLD SERV	GENERAL FUND	POLICE ADMINISTRATION	956.20
	1/24/25	SQUAD #24-32 OIL CHANGE	GENERAL FUND	POLICE ADMINISTRATION	44.00
	1/24/25	SQUAD #24-32 OIL CHANGE	GENERAL FUND	POLICE ADMINISTRATION	22.48
	1/24/25	SQUAD #14-41 OIL CHANGE	GENERAL FUND	POLICE ADMINISTRATION	44.00
	1/24/25	SQUAD #14-41 OIL CHANGE	GENERAL FUND	POLICE ADMINISTRATION	25.48
	1/24/25	SQUAD #19-43 OIL CHANGE	GENERAL FUND	ANIMAL CONTROL ENFORCE	44.00
	1/24/25	SQUAD #19-43 OIL CHANGE	GENERAL FUND	ANIMAL CONTROL ENFORCE	22.48
	1/24/25	2025 CHEVROLET SILVERADO #	GENERAL FUND	PAVED STREETS	<u>51,166.41</u>
				TOTAL:	53,231.06
BOLTON & MENK INC	1/24/25	AIRPORT TERMINAL BUILDING	AIRPORT	PROJECT #2	3,400.00
	1/24/25	AIRPORT MASTER PLAN	AIRPORT	PROJECT #4	2,075.00
	1/24/25	MULTI BAY HANGER	AIRPORT	PROJECT #5	<u>7,500.00</u>
				TOTAL:	12,975.00
BRAUN INTERTEC CORP	1/24/25	BUTCHER ENVIORNMENTAL ASSE	GENERAL FUND	OTHER GEN GOVT MISC	334.75
	1/24/25	BUTCHER ENVIORNMENTAL ASSE	GENERAL FUND	OTHER GEN GOVT MISC	<u>782.75</u>
				TOTAL:	1,117.50
MARK ROBERT BRODIN	1/24/25	A/V WORK SEPTEMBER	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	560.00
	1/24/25	A/V WORK OCTOBER	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	1,210.00



VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	1/24/25	A/V WORK NOVEMBER	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	1,080.00
	1/24/25	A/V WORK DECEMBER	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	<u>2,990.00</u>
		TOTAL:			5,840.00
BROWNELLS INC	1/24/25	9MM MAGAZINE	GENERAL FUND	POLICE ADMINISTRATION	<u>27.64</u>
		TOTAL:			27.64
C & B OPERATIONS LLC	1/24/25	SAW BAR	RECREATION	TREE REMOVAL	90.99
	1/24/25	SAW STARTER COVER	RECREATION	TREE REMOVAL	122.49
	1/24/25	SAW COVER	RECREATION	TREE REMOVAL	<u>33.62</u>
		TOTAL:			247.10
C&S CHEMICALS INC	1/24/25	4,612 GALLONS ALUM	MUNICIPAL WASTEWAT	O-PURIFY MISC	<u>6,826.67</u>
		TOTAL:			6,826.67
CAPITAL ONE	1/24/25	MISCELLANEOUS SUPPLIES	WATER	O-PURIFY MISC	14.40
	1/24/25	MISCELLANEOUS SUPPLIES	WATER	O-DISTR MISC	85.70
	1/24/25	MISCELLANEOUS SUPPLIES	MUNICIPAL WASTEWAT	O-PURIFY MISC	366.62
	1/24/25	CREDIT	MUNICIPAL WASTEWAT	O-PURIFY MISC	<u>10.60</u>
		TOTAL:			456.12
CINTAS CORP	1/24/25	MATS	GENERAL FUND	GENERAL GOVT BUILDINGS	<u>52.00</u>
		TOTAL:			52.00
CITIZEN PUBLISHING CO INC	1/24/25	CITIZEN PUBLISHING CO INC	LIQUOR	O-GEN MISC	<u>101.58</u>
		TOTAL:			101.58
CITY OF WORTHINGTON-PETTY CASH	1/24/25	JURY DUTY MILEAGE	GENERAL FUND	NON-DEPARTMENTAL	38.88
	1/24/25	LICENSE PLATE FOR ELECTION	GENERAL FUND	ELECTIONS	6.75
	1/24/25	CASE #22004221 14 NISSAN A	GENERAL FUND	POLICE ADMINISTRATION	1.00
	1/24/25	x5	GENERAL FUND	FIRE ADMINISTRATION	5.00
	1/24/25	X1	GENERAL FUND	FIRE ADMINISTRATION	1.00
	1/24/25	CDL TESTING LOPEZ	GENERAL FUND	PAVED STREETS	30.00
	1/24/25	JURY DUTY MILEAGE	RECREATION	PARK AREAS	2.16
	1/24/25	JURY DUTY MILEAGE	WATER	NON-DEPARTMENTAL	12.96
	1/24/25	JURY DUTY MILEAGE	ELECTRIC	NON-DEPARTMENTAL	4.32
	1/24/25	BOOK OF STAMPS	DATA PROCESSING	DATA PROCESSING	13.60
	1/24/25	BUG BOMB	DATA PROCESSING	DATA PROCESSING	15.09
	1/24/25	PAYROLL REPORT POSTAGE	DATA PROCESSING	DATA PROCESSING	11.19
	1/24/25	2021 ACA FORMS TO IRS POST	DATA PROCESSING	DATA PROCESSING	18.90
	1/24/25	941 QUARTERLY PAYROLL REPO	DATA PROCESSING	DATA PROCESSING	5.08
	1/24/25	941 QUARTERLY PAYROLL REPO	DATA PROCESSING	DATA PROCESSING	8.20
	1/24/25	POSTAGE TAX FORMS	DATA PROCESSING	DATA PROCESSING	<u>5.58</u>
		TOTAL:			179.71
COLUMN SOFTWARE PBC	1/24/25	GENERAL PUBLIC NOTICE	GENERAL FUND	ECONOMIC DEVELOPMENT	<u>71.98</u>
		TOTAL:			71.98
CONVENTION & VISITOR'S BUREAU	1/24/25	LODGING TAX DECEMBER 2024	GENERAL FUND	LODGING TAX/TOURISM	<u>9,809.49</u>
		TOTAL:			9,809.49
CORE & MAIN LP	1/24/25	4" HYMAX, 4" CUT IN SLEEVE	WATER	M-TRANS MAINS	<u>1,061.31</u>
		TOTAL:			1,061.31
CORE ELECTRIC	1/24/25	TROUBLESHOOT MAIN POWER HO	AIRPORT	O-GEN MISC	<u>127.50</u>
		TOTAL:			127.50

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
CRYSTEEL TRUCK EQUIPMENT INC	1/24/25	#411 SANDER	GENERAL FUND	ICE AND SNOW REMOVAL	<u>239.00</u>
				TOTAL:	239.00
DACOTAH PAPER CO	1/24/25	DACOTAH PAPER CO	LIQUOR	O-GEN MISC	<u>601.91</u>
				TOTAL:	601.91
DCL AUTO PARTS INC	1/24/25	#437 RUNNING BOARDS	GENERAL FUND	ICE AND SNOW REMOVAL	513.25
	1/24/25	TREE PAINT	RECREATION	TREE REMOVAL	45.96
	1/24/25	JET PUMP OIL UNIT #332	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	90.93
	1/24/25	BELTS	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	48.97
	1/24/25	BELTS	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	48.98
	1/24/25	AIR FILTER EQUIPMENT	ELECTRIC	O-DISTR UNDERGRND LINE	37.06
	1/24/25	TRAN FLUID OIL	ELECTRIC	O-DISTR UNDERGRND LINE	<u>23.58</u>
				TOTAL:	808.73
DEPARTMENT OF TRANSPORTATION	1/24/25	HANGER LOAN REPAYMENT	AIRPORT	NON-DEPARTMENTAL	<u>920.00</u>
				TOTAL:	920.00
DGR ENGINEERING	1/24/25	PROFESSIONAL SERVICES GEN	ELECTRIC	O-SOURCE MISC	<u>577.00</u>
				TOTAL:	577.00
DIAMOND VOGEL, INC	1/24/25	PAINT BRUSHES	RECREATION	PARK AREAS	18.47
	1/24/25	PAINT CAN	RECREATION	PARK AREAS	<u>5.84</u>
				TOTAL:	24.31
DOLL DISTRIBUTING LLC	1/24/25	BEER	LIQUOR	NON-DEPARTMENTAL	30.00-
	1/24/25	BEER	LIQUOR	NON-DEPARTMENTAL	3,469.00
	1/24/25	BEER	LIQUOR	NON-DEPARTMENTAL	16.88
	1/24/25	BEER	LIQUOR	NON-DEPARTMENTAL	<u>5,233.45</u>
				TOTAL:	8,689.33
ECHO GROUP INC	1/24/25	LIGHT BULBS	AIRPORT	O-GEN MISC	<u>70.80</u>
				TOTAL:	70.80
FASTENAL COMPANY	1/24/25	DRILL SET	RECREATION	SOCCER COMPLEX	187.60
	1/24/25	DRILL BITS	RECREATION	PARK AREAS	<u>179.89</u>
				TOTAL:	367.49
FEDEX	1/24/25	MOCIC EQUIPMENT	GENERAL FUND	POLICE ADMINISTRATION	<u>86.95</u>
				TOTAL:	86.95
FERGUSON ENTERPRISES LLC #1657	1/24/25	INDOOR POOL COUPLER	AQUATIC CENTER FAC	AQUATIC CENTER FACILIT	<u>45.25</u>
				TOTAL:	45.25
FLAHERTY & HOOD PA	1/24/25	CONSULTION SERVICES	GENERAL FUND	CITY ATTORNEY	<u>742.50</u>
				TOTAL:	742.50
FORUM COMMUNICATIONS COMPANY	1/24/25	DECEMBER ADS	LIQUOR	O-GEN MISC	<u>1,972.00</u>
				TOTAL:	1,972.00
FRONTIER COMMUNICATION SERVICES	1/24/25	PHONE SERVICE	MUNICIPAL WASTEWAT	O-PURIFY MISC	<u>83.02</u>
				TOTAL:	83.02
GALLS LLC	1/24/25	PANTS	GENERAL FUND	POLICE ADMINISTRATION	<u>62.27</u>
				TOTAL:	62.27

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
HYUNMYEONG GOO	1/24/25	SWPPP DESIGN	GENERAL FUND	ENGINEERING ADMIN	<u>776.48</u>
				TOTAL:	776.48
GREATAMERICA FINANCIAL SERVICES CORPOR	1/24/25	MONTHLY COPIER SERVICE	GENERAL FUND	PAVED STREETS	48.27
	1/24/25	MONTHLY COPIER SERVICE	RECREATION	PARK AREAS	48.27
	1/24/25	MONTHLY COPIER SERVICE	STORM WATER MANAGE	STORM DRAINAGE	<u>48.26</u>
				TOTAL:	144.80
GRIMMIUS NATHAN	1/24/25	SQUAD REPAIR LUNCH	GENERAL FUND	POLICE ADMINISTRATION	<u>19.00</u>
				TOTAL:	19.00
DUANE HATTENDORF	1/24/25	BITUMINOUS PLANT RECERT	GENERAL FUND	ENGINEERING ADMIN	<u>36.73</u>
				TOTAL:	36.73
HY-VEE INC-61705	1/24/25	SUPPLIES	LIQUOR	O-GEN MISC	34.48
	1/24/25	FUEL	LIQUOR	O-GEN MISC	<u>26.96</u>
				TOTAL:	61.44
HYDRITE CHEMICAL CO.	1/24/25	CHEMICALS	INDUSTRIAL WASTEWA	O-PURIFY MISC	<u>17,301.60</u>
				TOTAL:	17,301.60
IDEAL LANDSCAPE & DESIGN INC	1/24/25	SNOW REMOVAL	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	<u>2,802.00</u>
				TOTAL:	2,802.00
J & K WINDOWS	1/24/25	NOV DEC WINDOW CLEANING	LIQUOR	O-GEN MISC	<u>329.99</u>
				TOTAL:	329.99
JACOBSEN BRENT	1/24/25	AIBO MEETING	GENERAL FUND	ECONOMIC DEVELOPMENT	<u>396.20</u>
				TOTAL:	396.20
JANITOR'S CLOSET	1/24/25	CLEANING SUPPLIES	RECREATION	FIELD HOUSE	<u>181.34</u>
				TOTAL:	181.34
JEFFERSON FIRE & SAFETY INC	1/24/25	GEAR CLEANER	GENERAL FUND	FIRE ADMINISTRATION	<u>79.44</u>
				TOTAL:	79.44
JOHNSON BROTHERS LIQUOR CO	1/24/25	LIQUOR	LIQUOR	NON-DEPARTMENTAL	108.25
	1/24/25	FREIHGT	LIQUOR	O-SOURCE MISC	<u>0.66</u>
				TOTAL:	108.91
JOHNSTON AUTOSTORES	1/24/25	CREDIT	GENERAL FUND	POLICE ADMINISTRATION	1.04-
	1/24/25	BATTERY	GENERAL FUND	POLICE ADMINISTRATION	236.57
	1/24/25	BATTERY	GENERAL FUND	POLICE ADMINISTRATION	<u>173.72</u>
				TOTAL:	409.25
JSA SERVICES INC	1/24/25	FOAMING DISPENSER	GENERAL FUND	FIRE ADMINISTRATION	<u>5.00</u>
				TOTAL:	5.00
NEXT STEP BROADCASTING INC	1/24/25	DECEMBER ADS	LIQUOR	O-GEN MISC	<u>358.02</u>
				TOTAL:	358.02
KIESLER POLICE SUPPLY	1/24/25	GLOCK 47MOS GEN5 9MM	GENERAL FUND	POLICE ADMINISTRATION	<u>1,857.44</u>
				TOTAL:	1,857.44
KLEVE ZAKARIYA	1/24/25	ZAMBONI TRAVEL LUNCH GAS	GENERAL FUND	PAVED STREETS	88.48
	1/24/25	ZAMBONI TRAVEL LUNCH GAS	GENERAL FUND	PAVED STREETS	13.90

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
				TOTAL:	102.38
LAMPERTS YARDS INC-2602004	1/24/25	LUMBER	GENERAL FUND	PAVED STREETS	54.34
	1/24/25	PARK SIGNS	RECREATION	PARK AREAS	565.00
	1/24/25	DOCK BOARD	RECREATION	TREE REMOVAL	9.18
				TOTAL:	628.52
LEAGUE OF MN CITIES	1/24/25	ADVANCE PROGRAM LEADERS KI	GENERAL FUND	MAYOR AND COUNCIL	350.00
	1/24/25	STORM WATER CONTRIBUTION	GENERAL FUND	OTHER GEN GOVT MISC	1,125.00
				TOTAL:	1,475.00
MARCO TECHNOLOGIES LLC	1/24/25	COPIER SERVICE	DATA PROCESSING	COPIER/FAX	144.75
				TOTAL:	144.75
MC MASTER-CARR SUPPLY CO	1/24/25	VALVE COUPLERS WATER TREAT	WATER	M-PURIFY EQUIPMENT	70.36
				TOTAL:	70.36
MID-STATES ORGANIZED CRIME INFO CENTER	1/24/25	MOCIC MEMBERSHIP 2025	GENERAL FUND	POLICE ADMINISTRATION	150.00
				TOTAL:	150.00
MIDWEST ALARM COMPANY INC	1/24/25	THEATER ALARM SYSTEM	RECREATION	THEATER	159.78
				TOTAL:	159.78
MIDWESTERN MECHANICAL INC	1/24/25	ARENA SPRINKLER SERVICE	RECREATION	ICE ARENA	550.00
				TOTAL:	550.00
MINNESOTA COUNCIL OF AIRPORTS	1/24/25	2025 MEMBERSHIP	AIRPORT	O-GEN MISC	150.00
				TOTAL:	150.00
MINNESOTA ENERGY RESOURCES CORP	1/24/25	MONTHLY SERVICE	WATER	O-DISTR MISC	472.91
	1/24/25	MONTHLY SERVICE	WATER	O-DISTR MISC	107.62
	1/24/25	MONTHLY SERVICE	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	107.62
	1/24/25	MONTHLY SERVICE	ELECTRIC	O-DISTR MISC	472.91
	1/24/25	MONTHLY SERVICE	ELECTRIC	O-DISTR MISC	215.22
				TOTAL:	1,376.28
MN DEPT OF NATURAL RESOURCES-OMB	1/24/25	LAKE WATER PERMIT	STORM WATER MANAGE	STREET CLEANING	140.00
				TOTAL:	140.00
NIENKERK TYLER	1/24/25	LUNCH	GENERAL FUND	PAVED STREETS	13.90
				TOTAL:	13.90
NOBLES COOPERATIVE ELECTRIC	1/24/25	MONTHLY SERVICE	GENERAL FUND	SECURITY CENTER	20.85
	1/24/25	MONTHLY SERVICE	GENERAL FUND	SECURITY CENTER	20.85
	1/24/25	MONTHLY SERVICE	GENERAL FUND	SIGNS AND SIGNALS	45.93
	1/24/25	MONTHLY SERVICE	GENERAL FUND	SIGNS AND SIGNALS	49.96
	1/24/25	MONTHLY SERVICE	RECREATION	GOLF COURSE-GREEN	736.87
				TOTAL:	874.46
NOBLES COUNTY AUDITOR/TREASURER	1/24/25	LONG DISTANCE PHONE	GENERAL FUND	POLICE ADMINISTRATION	2,073.78
	1/24/25	DEBT SERVICE PRARIE JUSTIC	GENERAL FUND	SECURITY CENTER	197,500.00
	1/24/25	JANUARY LEGAL SERVICES	GENERAL FUND	PROSECUTION	33,514.00
	1/24/25	NHI ABATEMENT 2024	ECONOMIC DEV AUTHO	MISC INDUSTRIAL DEVELO	44,222.16
	1/24/25	LEASE PAYMENT JAN 2025	WATER	O-DISTR RENTS	167.14
	1/24/25	LEASE PAYMENT JAN 2025	WATER	ADMIN RENT	334.27
	1/24/25	LEASE PAYMENT JAN 2025	MUNICIPAL WASTEWAT	O-PURIFY MISC	133.71

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	1/24/25	LEASE PAYMENT JAN 2025	MUNICIPAL WASTEWAT	ADMIN RENT	267.42
	1/24/25	LEASE PAYMENT JAN 2025	ELECTRIC	O-DISTR RENTS	802.26
	1/24/25	LEASE PAYMENT JAN 2025	ELECTRIC	ADMIN RENT	<u>1,637.93</u>
				TOTAL:	280,652.67
NOBLES COUNTY PUBLIC WORKS	1/24/25	DECEMBER FUEL BILLING	GENERAL FUND	ENGINEERING ADMIN	97.52
	1/24/25	DECEMBER FUEL BILLING	GENERAL FUND	ECONOMIC DEVELOPMENT	84.43
	1/24/25	DECEMBER FUEL BILLING	GENERAL FUND	POLICE ADMINISTRATION	4,167.75
	1/24/25	DECEMBER FUEL BILLING	GENERAL FUND	CIVIL DEFENSE ADMIN	168.41
	1/24/25	DECEMBER FUEL BILLING	GENERAL FUND	PAVED STREETS	1,360.11
	1/24/25	DECEMBER FUEL BILLING	GENERAL FUND	CODE ENFORCEMENT	121.25
	1/24/25	DECEMBER FUEL BILLING	RECREATION	BALLFIELD MAINTENANCE	90.13
	1/24/25	DECEMBER FUEL BILLING	RECREATION	SOCCER COMPLEX	99.34
	1/24/25	DECEMBER FUEL BILLING	RECREATION	PARK AREAS	1,358.34
	1/24/25	DECEMBER FUEL BILLING	WATER	O-PUMPING	108.90
	1/24/25	DECEMBER FUEL BILLING	WATER	M-TRANS MAINS	669.75
	1/24/25	DECEMBER FUEL BILLING	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	85.71
	1/24/25	DECEMBER FUEL BILLING	MUNICIPAL WASTEWAT	O-PURIFY SUPERVISION	50.61
	1/24/25	DECEMBER FUEL BILLING	MUNICIPAL WASTEWAT	O-PURIFY MISC	44.57
	1/24/25	DECEMBER FUEL BILLING	MUNICIPAL WASTEWAT	O-PURIFY MISC	48.97
	1/24/25	DECEMBER FUEL BILLING	MUNICIPAL WASTEWAT	O-PURIFY MISC	90.89
	1/24/25	DECEMBER FUEL BILLING	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	169.94
	1/24/25	DECEMBER FUEL BILLING	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	89.11
	1/24/25	DECEMBER FUEL BILLING	ELECTRIC	O-DISTR UNDERGRND LINE	825.58
	1/24/25	DECEMBER FUEL BILLING	STORM WATER MANAGE	STORM DRAINAGE	85.71
	1/24/25	DECEMBER FUEL BILLING	STORM WATER MANAGE	STREET CLEANING	<u>1,966.48</u>
				TOTAL:	11,783.50
NOBLES COUNTY RECORDER	1/24/25	RECORDINGS	GENERAL FUND	ECONOMIC DEVELOPMENT	<u>240.00</u>
				TOTAL:	240.00
OFFICE OF MNIT SERVICES	1/24/25	DECEMBER VOICE SERVICE	GENERAL FUND	ADMINISTRATION	30.84
	1/24/25	DECEMBER VOICE SERVICE	GENERAL FUND	CLERK'S OFFICE	33.66
	1/24/25	DECEMBER VOICE SERVICE	GENERAL FUND	ACCOUNTING	30.91
	1/24/25	DECEMBER VOICE SERVICE	GENERAL FUND	ENGINEERING ADMIN	22.86
	1/24/25	DECEMBER VOICE SERVICE	GENERAL FUND	ENGINEERING ADMIN	138.56
	1/24/25	DECEMBER VOICE SERVICE	GENERAL FUND	ECONOMIC DEVELOPMENT	22.86
	1/24/25	DECEMBER VOICE SERVICE	GENERAL FUND	ECONOMIC DEVELOPMENT	32.44
	1/24/25	DECEMBER VOICE SERVICE	RECREATION	FIELD HOUSE	46.92
	1/24/25	DECEMBER 2024 VOICE SERVIC	WATER	O-PUMPING	16.28
	1/24/25	DECEMBER 2024 VOICE SERVIC	WATER	O-DISTR MISC	46.28
	1/24/25	DECEMBER 2024 VOICE SERVIC	WATER	ADMIN OFFICE SUPPLIES	14.95
	1/24/25	DECEMBER 2024 VOICE SERVIC	WATER	ACCTS-RECORDS & COLLEC	29.04
	1/24/25	DECEMBER 2024 VOICE SERVIC	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	14.95
	1/24/25	DECEMBER 2024 VOICE SERVIC	MUNICIPAL WASTEWAT	O-PURIFY MISC	32.35
	1/24/25	DECEMBER 2024 VOICE SERVIC	MUNICIPAL WASTEWAT	ADMIN OFFICE SUPPLIES	14.95
	1/24/25	DECEMBER 2024 VOICE SERVIC	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	32.35
	1/24/25	DECEMBER 2024 VOICE SERVIC	ELECTRIC	O-SOURCE MISC	14.95
	1/24/25	DECEMBER 2024 VOICE SERVIC	ELECTRIC	O-DISTR SUPER & ENG	14.95
	1/24/25	DECEMBER 2024 VOICE SERVIC	ELECTRIC	O-DISTR STATION EXPENS	45.05
	1/24/25	DECEMBER 2024 VOICE SERVIC	ELECTRIC	O-DISTR MISC	14.95
	1/24/25	DECEMBER 2024 VOICE SERVIC	ELECTRIC	ADMIN OFFICE SUPPLIES	15.56
	1/24/25	DECEMBER 2024 VOICE SERVIC	ELECTRIC	ACCTS-RECORDS & COLLEC	87.15
	1/24/25	DECEMBER 2024 VOICE SERVIC	ELECTRIC	ACCTS-ASSISTANCE	15.79
	1/24/25	PHONE DIRECTORY	DATA PROCESSING	DATA PROCESSING	53.72
	1/24/25	DECEMBER VOICE SERVICE	DATA PROCESSING	DATA PROCESSING	31.47

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
				TOTAL:	853.79
ONE OFFICE SOLUTION-WOCITY	1/24/25	PAPER ENVELOPES	GENERAL FUND	CLERK'S OFFICE	35.76
	1/24/25	CALCULATOR PAPER RIBBON	GENERAL FUND	ENGINEERING ADMIN	9.98
	1/24/25	FOLDERS	GENERAL FUND	ENGINEERING ADMIN	13.37
	1/24/25	DISPENSER TAPE WASTEBASKET	GENERAL FUND	ENGINEERING ADMIN	9.40
	1/24/25	TAPE AND FOLDERS	GENERAL FUND	ENGINEERING ADMIN	31.51
	1/24/25	CALCULATOR PAPER RIBBON	GENERAL FUND	ECONOMIC DEVELOPMENT	9.99
	1/24/25	FOLDERS	GENERAL FUND	ECONOMIC DEVELOPMENT	13.37
	1/24/25	DISPENSER TAPE WASTEBASKET	GENERAL FUND	ECONOMIC DEVELOPMENT	9.40
	1/24/25	TAPE AND FOLDERS	GENERAL FUND	ECONOMIC DEVELOPMENT	31.51
	1/24/25	PAPER	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	184.80
	1/24/25	BATTERIES	RECREATION	FIELD HOUSE	15.05
				TOTAL:	364.14
PELLEGRINO FIRE EXTINGUISHER SALES	1/24/25	ANNUAL INSPECTION	GENERAL FUND	FIRE ADMINISTRATION	54.00
				TOTAL:	54.00
PEPSI COLA BOTTLING CO OF PIPESTONE, M	1/24/25	MIX	LIQUOR	NON-DEPARTMENTAL	37.50
				TOTAL:	37.50
QUALITY RESOURCE GROUP	1/24/25	2024 TAX FORMS	DATA PROCESSING	DATA PROCESSING	257.69
				TOTAL:	257.69
RADIO WORKS LLC	1/24/25	DECEMBER ADS	LIQUOR	O-GEN MISC	115.00
	1/24/25	DECEMBER ADS	LIQUOR	O-GEN MISC	600.00
	1/24/25	DECEMBER ADS	LIQUOR	O-GEN MISC	250.00
	1/24/25	DECEMBER ADS	LIQUOR	O-GEN MISC	150.00
	1/24/25	DECEMBER ADS	LIQUOR	O-GEN MISC	115.00
	1/24/25	DECEMBER ADS	LIQUOR	O-GEN MISC	115.00
				TOTAL:	1,345.00
NMC INDUSTRIAL SERVICES, LLC	1/24/25	FORKLIFT SERVICE	GENERAL FUND	PAVED STREETS	495.00
	1/24/25	FORKLIFT REPAIR	GENERAL FUND	PAVED STREETS	259.08
	1/24/25	FORKLIFT REPAIR	GENERAL FUND	PAVED STREETS	948.25
				TOTAL:	1,702.33
ROUND LAKE VINEYARDS & WINERY LLC	1/24/25	WINE	LIQUOR	NON-DEPARTMENTAL	450.00
				TOTAL:	450.00
RUNNINGS SUPPLY INC-ACCT#9502440	1/24/25	WRENCHES AND SHOVELS	WATER	O-DIST UNDERGRND LINES	229.13
	1/24/25	DEWALT BATTERIES CHARGER	WATER	O-DIST UNDERGRND LINES	797.00
	1/24/25	OVERPAYMENT	WATER	O-DISTR MISC	4.01
	1/24/25	DIGITAL CALIPER	WATER	O-DISTR MISC	42.22
	1/24/25	QUINN KOLPIN BOOTS	WATER	O-DISTR MISC	164.95
	1/24/25	VAC PRESSURE HANDLE	ELECTRIC	O-DISTR UNDERGRND LINE	59.98
				TOTAL:	1,289.27
RUNNINGS SUPPLY INC-ACCT#9502485	1/24/25	SQUAD #08-51 ATF QUART	GENERAL FUND	POLICE ADMINISTRATION	17.96
	1/24/25	SCREWS	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	8.19
	1/24/25	BATTERIES	RECREATION	PARK AREAS	16.47
				TOTAL:	42.62
SCHAEFFERS SPECIALIZED LUBRICANTS	1/24/25	OIL GREASE EQUIPMENT SERVI	ELECTRIC	O-DISTR UNDERGRND LINE	858.63
				TOTAL:	858.63

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
SCHUETT AUTO BODY LLC	1/24/25	SQUAD #14-41 REPAIR	GENERAL FUND	POLICE ADMINISTRATION	597.00
	1/24/25	SQUAD #14-41 REPAIR	GENERAL FUND	POLICE ADMINISTRATION	<u>103.80</u>
		TOTAL:			700.80
SCHWALBACH ACE 5930	1/24/25	PULLEY AND ROPE	GENERAL FUND	GENERAL GOVT BUILDINGS	67.40
	1/24/25	RETURN	GENERAL FUND	GENERAL GOVT BUILDINGS	3.00-
	1/24/25	PUTTY KNIFE SPACKLE	GENERAL FUND	GENERAL GOVT BUILDINGS	31.17
	1/24/25	FASTENERS	GENERAL FUND	FIRE ADMINISTRATION	1.98
	1/24/25	PAPER TOWELS	GENERAL FUND	CENTER FOR ACTIVE LIVI	52.56
	1/24/25	LADDER GLUE	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	196.58
	1/24/25	PITCHING MACHINE PARTS	RECREATION	FIELD HOUSE	66.93
	1/24/25	LIGHT AND PRESSURE GAUGE	RECREATION	FIELD HOUSE	82.97
	1/24/25	ROUTER BIT	RECREATION	PARK AREAS	27.99
	1/24/25	KEY MASTER	STORM WATER MANAGE	STORM DRAINAGE	5.98
	1/24/25	SHORT PAID	STORM WATER MANAGE	STORM DRAINAGE	<u>0.03</u>
		TOTAL:			530.59
SCHWALBACH ACE #6067	1/24/25	CATCH TUBS FOR METERS	WATER	O-DISTR MISC	37.98
	1/24/25	SHORTED PAID ORGINAL INVOI	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	<u>29.05</u>
		TOTAL:			67.03
STINK PRETTY SPECIALTY PRODUCTS	1/24/25	CITRUS DEGREASER, PADS	WATER	O-DISTR MISC	<u>340.00</u>
		TOTAL:			340.00
STUART C IRBY CO	1/24/25	SAFETY GLASSES	ELECTRIC	O-DISTR MISC	90.00
	1/24/25	ARC FLASH FACE SHIELDS	ELECTRIC	O-DISTR MISC	754.50
	1/24/25	TRAFFIC CONES	ELECTRIC	O-DISTR MISC	556.00
	1/24/25	SAFETY GLASSES	ELECTRIC	O-DISTR MISC	84.00
	1/24/25	VT PACKS	ELECTRIC	FA DISTR METERS	<u>4,760.00</u>
		TOTAL:			6,244.50
THE GLOBE	1/24/25	BALANCE	LIQUOR	O-GEN MISC	<u>36.20</u>
		TOTAL:			36.20
UDOFOT ENTERPRISES, INC	1/24/25	BEER	LIQUOR	NON-DEPARTMENTAL	<u>450.00</u>
		TOTAL:			450.00
VERIZON WIRELESS	1/24/25	MONTHLY WIRELESS SERVICE	WATER	O-DISTR MISC	40.01
	1/24/25	MONTHLY WIRELESS SERVICE	WATER	O-DISTR MISC	41.39
	1/24/25	MONTHLY WIRELESS SERVICE	WATER	O-DISTR MISC	41.39
	1/24/25	MONTHLY WIRELESS SERVICE	WATER	O-DISTR MISC	46.39
	1/24/25	MONTHLY WIRELESS SERVICE	WATER	ADMIN OFFICE SUPPLIES	11.60
	1/24/25	MONTHLY WIRELESS SERVICE	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	40.01
	1/24/25	MONTHLY WIRELESS SERVICE	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	41.39
	1/24/25	MONTHLY WIRELESS SERVICE	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	41.39
	1/24/25	MONTHLY WIRELESS SERVICE	MUNICIPAL WASTEWAT	O-PURIFY SUPERVISION	41.39
	1/24/25	MONTHLY WIRELESS SERVICE	MUNICIPAL WASTEWAT	ADMIN OFFICE SUPPLIES	11.60
	1/24/25	MONTHLY WIRELESS SERVICE	ELECTRIC	O-DISTR SUPER & ENG	40.01
	1/24/25	MONTHLY WIRELESS SERVICE	ELECTRIC	O-DISTR SUPER & ENG	40.01
	1/24/25	MONTHLY WIRELESS SERVICE	ELECTRIC	O-DISTR SUPER & ENG	40.01
	1/24/25	MONTHLY WIRELESS SERVICE	ELECTRIC	O-DISTR SUPER & ENG	41.39
	1/24/25	MONTHLY WIRELESS SERVICE	ELECTRIC	O-DISTR SUPER & ENG	41.39
	1/24/25	MONTHLY WIRELESS SERVICE	ELECTRIC	O-DISTR MISC	41.39
	1/24/25	MONTHLY WIRELESS SERVICE	ELECTRIC	ADMIN OFFICE SUPPLIES	23.19
	1/24/25	MONTHLY WIRELESS SERVICE	ELECTRIC	ACCTS-METER READING	<u>46.39</u>
		TOTAL:			670.34

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
VESSCO INC	1/24/25	1" CHLORINE INJECTOR	WATER	M-PURIFY EQUIPMENT	<u>813.74</u>
				TOTAL:	813.74
VISIONS, INC	1/24/25	BUDGET TABS	GENERAL FUND	AUDITS AND BUDGETS	<u>2,812.38</u>
				TOTAL:	2,812.38
WESCO RECEIVABLES CORP	1/24/25	CT'S FOR METERING	ELECTRIC	FA DISTR METERS	<u>2,882.93</u>
				TOTAL:	2,882.93
WOODARD & CURRAN INC	1/24/25	TRE LAB TESTING WWTF	INDUSTRIAL WASTEWA	O-PURIFY MISC	<u>44,250.00</u>
				TOTAL:	44,250.00
WOODS, FULLER, SHULTZ & SMITH P.C.	1/24/25	GENERAL BUSINESS CHARGES	GENERAL FUND	CITY ATTORNEY	<u>1,920.00</u>
				TOTAL:	1,920.00
WORTHINGTON BUILDING MATERIALS INC	1/24/25	LUMBER	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	<u>41.18</u>
				TOTAL:	41.18
WORTHINGTON FOOTWEAR & REPAIR	1/24/25	LANCE BOOTS	RECREATION	PARK AREAS	<u>256.25</u>
				TOTAL:	256.25
WORTHINGTON HOTEL GROUP LLC	1/24/25	DECEMBER REIMBURSEMENT	EVENT CENTER	EVENT CENTER	<u>1,260.58</u>
				TOTAL:	1,260.58
YMCA	1/24/25	JANUARY CONTRACT PAYMENT	RECREATION	RECREATION PROGRAMS	5,536.25
	1/24/25	DECEMBER AQUATIC DIRECTORY	RECREATION	AQUATIC CENTER FACILIT	<u>2,235.04</u>
				TOTAL:	7,771.29

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

101	GENERAL FUND	372,102.11
202	MEMORIAL AUDITORIUM	9,072.75
214	EVENT CENTER	1,260.58
229	RECREATION	12,769.14
231	ECONOMIC DEV AUTHORITY	47,759.34
431	AQUATIC CENTER FACILITY	45.25
601	WATER	11,750.00
602	MUNICIPAL WASTEWATER	8,842.57
604	ELECTRIC	15,217.08
605	INDUSTRIAL WASTEWATER	61,551.60
606	STORM WATER MANAGEMENT	2,246.46
609	LIQUOR	14,954.68
612	AIRPORT	14,243.30
702	DATA PROCESSING	565.27

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GRAND TOTAL: 572,380.13  
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PACKET: 05363 MEDSURETY  
VENDOR SET: 01 CITY OF WORTHINGTON \*\*\* DRAFT/OTHER LISTING \*\*\*  
BANK: 1 FIRST STATE BANK SOUTHWES

VENDOR	I.D.	NAME	ITEM	PAID	DISCOUNT	AMOUNT	ITEM	ITEM
			TYPE	DATE				NO#
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M00512		MEDSURETY LLC	D	1/23/2025			002464	892.84

* * 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:	1	0.00	892.84	892.84
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:	 1	 0.00	 892.84	 892.84