

**WORTHINGTON CITY COUNCIL**  
**ANNUAL MEETING**

**AGENDA**

**5:30 P.M. - Monday, January 13, 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. PUBLIC HEARING - SERVICE ROAD, SERVICE DRIVE RECONSTRUCTION - ENGINEERING (CASE ITEM 1)**
  - 1. Open Hearing
  - 2. Hearing Presentation
  - 3. Testimony
  - 4. Close Hearing
  - 5. Action on Hearing
- E. PUBLIC HEARING - EAST NINTH AVENUE RECONSTRUCTION - ENGINEERING (CASE ITEM 2)**
  - 1. Open Hearing
  - 2. Hearing Presentation
  - 3. Testimony
  - 4. Close Hearing
  - 5. Action on Hearing
- F. CONSENT AGENDA**
  - 1. CITY COUNCIL MINUTES (WHITE)
    - a. Regular City Council Meeting Minutes of December 23, 2024
  - 2. MINUTES OF BOARDS AND COMMISSIONS (PINK)
    - a. Water & Light Commission Meeting Minutes of January 6, 2025

3. FINANCIAL STATEMENTS (LAVENDER)

- a. Municipal Liquor Store Income Statement for the period of January 1, 2024 through November 30, 2024
- b. Olson Park Statement of Revenues & Expenditures - Budget and Actual for the period of January 1, 2024 through November 30, 2024
- c. Fieldhouse Statement of Revenue and Expenditures - Budget and Actual for the period of January 1, 2024 through November 30, 2024

4. CITY COUNCIL BUSINESS (WHITE)

Case Item(s)

- 1. Annual Appointments
- 2. Appointment of City Attorney
- 3. Application for Exemption from Lawful Gambling - Whitetails Unlimited MN Southwest Deer Camp
- 4. 2025 Off-Sale License Renewal

5. BILLS PAYABLE (WHITE)

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

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

Case Item(s)

- 1. Resolution Authorizing Transfer of K-9 Winston to Pet Status

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

Case Item(s)

- 1. Election of Mayor Pro Tem
- 2. International Union of Operating Engineers (I.U.O.E.) Local #49, Contract

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

Case Item(s)

1. 2025 Private Docks on Public Property
2. Authorize Staff to Advertise for Bids
3. Budget Amendment to Purchase Public Works Truck

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

Case Item(s)

3. Approved Revised Task Order 31 Bolton and Menk to Provide Preliminary Engineering Service for East Flower Lane Extension

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

Case Item(s)

1. Amend Fees - Zoning & Sanitary Sewer Connection
2. Amend Ordinance Annexing Parcel 20-0093-750

**L. 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

**M. CITY ADMINISTRATOR REPORT**

**N. ADJOURNMENT**

**WORTHINGTON CITY COUNCIL  
REGULAR MEETING  
DECEMBER 23, 2024**

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, Chad Cummings, Amy Ernst (5:43 p.m.).

Staff present: Hyunmyeong Goo, City Engineer; Todd Wietzema, Public Works Director; Matt Selof, Community Development Director; Steve Robinson, City Administrator; Troy Appel, Public Safety Director; Nate Grimmus, Chief Deputy; Cristina Adame, Community Relations & Communications; Eh Kyoo, Police Officer; Lori Henning, HR Assistant/Compensation Specialist; Mindy Eggers, City Clerk.

Others Present: Sam Martin, The Globe; Dennis Weber, Honorary Council Member; Randy Davis, Cable 3; Ryan McGaughey, Radio Works; Ian McGaughey, Nadee Kin, Kari Olmanson, YMCA Director; Joelle Nelson, YMCA Aquatic Director; Rick Heidebrink.

The Pledge of Allegiance was recited.

**AGENDA APPROVED WITH ADDITIONS/CHANGES**

The Mayor stated the Community Development Items *I.1. Variance Appeal - 1102 South Shore Drive and Item I. 2. Updated Joint Resolution - Annexation Parcel 20-0162-000* would be moved directly after Item E. Public Safety Case Items.

A motion was made by Council Member Kielblock, seconded by Council Member Janssen and unanimously carried to approve the agenda as presented.

**CONSENT AGENDA**

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

- City Council Meeting Minutes of December 9, 2024
- Traffic & Safety Committee Meeting Minutes of December 17, 2024
- Park Advisory Board Meeting Minutes of December 11, 2024
- Planning Commission Meeting Minutes December 3, 2024
- 2025 License Renewal - El Taco Restaurant
- Application to conduct Off-Site Gambling - Worthington Hockey Association, 1600 Stower Drive, Worthington, MN, January 10, 2025 -January 12, 2025
- Audit Engagement Letter
- Bills Payable Totaling \$2,520,145.67

**INTRODUCTION AND OATH OF OFFICE FOR OFFICER EH KYOO**

Troy Appel, Public Safety Director, introduced Eh Kyoo, who recently joined our Worthington Police Department team.

Kyoo was born in Thailand and spent the first eight years of his life, with his family, in a Thailand refugee camp. The family was able to leave the camp as the result of a United Nations program and moved to the United States. Kyoo and his family eventually settled in Worthington, where he graduated from the Worthington High School in 2019. After high school, he joined the Minnesota National Guard and later attended and graduated from Minnesota West, with a degree in Law Enforcement. Kyoo started with the WPD in September and is currently working full-time shifts for the department.

Following administering the Police Officers Oath to Officer Eh Kyoo by the City Clerk, Council offered their congratulations.

#### **OPPORTUNITY FOR PUBLIC COMMENT - DRONE POLICY**

Mr. Appel said the Worthington Police Department (WPD) is in the process of implementing a drone program. The Police Department is seeking public comment through social media and is in the process of developing a policy, at this time there is a draft policy available and will be posted on the WPD webpage.

#### **RESOLUTION NO. 2024-12-87 ADOPTED ACCEPTING A DONATION OF FUNDS**

Mr. Appel said the Early Risers Kiwanis Club generously donated \$150 to the Worthington Police Department DARE Program. The donation will be used to purchase DARE supplies.

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

RESOLUTION NO. 2024-12-87

A RESOLUTION ACCEPTING A DONATION OF FUNDS

(Refer to Resolution File for complete copy of Resolution)

#### **RESOLUTION NO. 2024-12-88 ADOPTED ACCEPTING A DONATION OF FUNDS**

Mr. Appel said the Homestead Cooperative of Worthington generously donated \$100 to the Worthington Police Department. The donation will be used to contribute to the purchase of public safety equipment.

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

RESOLUTION NO. 2024-12-88

A RESOLUTION ACCEPTING A DONATION OF FUNDS  
(Refer to Resolution File for complete copy of Resolution)

**YMCA 2025 SUMMER YOUTH RECREATION PROGRAMS AGREEMENT APPROVED**

Todd Wietzema, Public Works Director, said the City of Worthington contracts with the Worthington Area YMCA to promote, manage, and operate the City's summer youth recreation programs for its residents.

At the December 11, 2024 Park Advisory Board meeting, the members unanimously approved a motion to enter into an agreement with the YMCA for 2025.

The agreement will commence on January 1, 2025 and run through December 31, 2025. The management fee paid by the City of Worthington to the YMCA for 2025 is \$66,435.00, which is a 3% increase over 2024. The fee would be paid in twelve monthly installments.

The motion was made by Council Member Cummings, seconded by Council Member Janssen and unanimously carried to approve the 2025 YMCA agreement.

**APPROVED 2025 PARK USER FEES AND CAMPGROUND RATES**

At the December 11, 2024 Park and Recreation Advisory Board meeting, members reviewed and proposed no change to the 2025 Park Fees and 2025 Olson Park Campground fees.

A motion was made by Council Member Kielblock, seconded by Council Member Ernst and unanimously carried to approve no change to the 2025 Olson Campground rates and the 2025 Park User fees.

**RESOLUTION NO. 2024-12-89 ADOPTED ACCEPTING A DONATION OF PERSONAL PROPERTY**

Mr. Wietzema said the Park and Recreation Advisory Board received a request to place a bench along the city trail.

The request is as follows:

- The Sieve Family to place a bench along the County trail in memory of Tom and Lorraine Hoffman.

The donation meets all the requirements as set forth in the Park Donation policy adopted by City Council.

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

RESOLUTION NO. 2024-12-89

A RESOLUTION ACCEPTING A DONATION OF PERSONAL PROPERTY

(Refer to Resolution File for complete copy of Resolution)

**RESOLUTION NOS. 2024-12-90 AND 2024-12-91 ADOPTED APPROVING THE TRANSFER FROM THE GENERAL FUND TO THE RECREATION FUND - ICE ARENA AND APPROVING THE TRANSFER FROM ECONOMIC DEVELOPMENT AUTHORITY FUND TO THE WRH FUND**

Steve Robinson, City Administrator, said when the city needs to do a transfer that is not budgeted, a transfer resolution is required.

A resolution approving a transfer from the general fund to the Recreation fund for the use of American Rescue Plan Act (ARPA) money. He explained in 2021 and 2022 the City of Worthington received \$1,431,488.03 in ARPA money. On February 26, 2024, Council approved using \$17,185.36 of the funds for professional fees related to a potential new Ice Arena. He noted the ARPA money is located in the general fund and by resolution will be moved from the general fund to the Recreation fund.

Another resolution approving a transfer from the economic development authority fund to the WRH fund. The WRH fund fronted the costs on this project totaling \$612,985.71 and it was determined to pay back the WRH fund as lots were sold. On September 17, 2024 one lot in the Cecilee Street extension development was sold in the amount of \$40,069.88.

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

RESOLUTION NO. 2024-12-90

RESOLUTION APPROVING TRANSFER FROM GENERAL FUND TO RECREATION FUND

(Refer to Resolution File for complete copy of Resolution)

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

RESOLUTION NO. 2024-12-91

RESOLUTION APPROVING TRANSFER FROM ECONOMIC DEVELOPMENT AUTHORITY  
FUND TO WRH FUND

(Refer to Resolution File for complete copy of Resolution)

**REPLACEMENT OF COUNCIL CHAMBERS AUDIO-VISUAL EQUIPMENT APPROVED**

Mr. Robinson said the audio-visual equipment in the Council Chambers enables live broadcast of City Council meetings. The current system is more than ten years old and has experienced numerous malfunctions over the past two years. Availability of replacement parts and unreliable repair service has hindered our ability to reliably broadcast our meetings regularly.

City staff, along with representatives of Studio 3, have researched upgrades to the system along with alternative vendors that are deemed to provide better service. A proposal was received from Audio Visual Integrations of Sioux Falls. The proposal calls for replacement of needed equipment while integrating our existing equipment when appropriate. The new system will also enable interactive meetings which are not currently possible.

The proposed cost to furnish and install the updated system is \$82,972.40. Funding for this project will come from the unobligated American Rescue Plan (ARP) funds.

The motion was made by Council Member Cummings, seconded by Council Member Ernst and unanimously carried to approve the proposal from Audio Visual Integrations and authorized execution by the Mayor and Clerk.

**UPGRADE THE CITY'S PUBLIC ENTITY ACCOUNTING SOFTWARE APPROVED**

Mr. Robinson said the Finance Department is in need of a necessary software upgrade to the newest version of Incode. The new version will comply with the current accounting practices and allows for compatibility and communication with software utilized by Worthington Public Utilities. A proposal in the amount of \$52,855.00 was received and includes \$28,495.00 for the Version 10 ERP software and \$24,360.00 for services to migrate data from the current version to the new version. Funding for this project will come from the unobligated American Rescue Plan (ARP) funds.

The motion was made by Council Member Ernst, seconded by Council Member Kuhle and unanimously carried to approve the proposal and authorized execution by the Mayor and Clerk.

**UPGRADE MUNICIPAL SANITARY SEWER AND WATER SERVICE TO  
UNDERSERVED NEIGHBORHOODS APPROVED**



Mr. Robinson said staff is requesting \$60,603.73 in funding from the unobligated American Rescue Plan funds to upgrade the municipal sanitary sewer and domestic water service to underserved neighborhoods.

The motion was made by Council Member Ernst, seconded by Council Member Kuhle and unanimously carried to allocate \$60,603.73 in funding from unobligated American Rescue Plan funds to upgrade the municipal sanitary sewer and water service to underserved neighborhoods.

#### **ADOPTION OF REVISED EMPLOYEE PERFORMANCE-BASED (MERIT) PAY EVALUATION FORM**

Mr. Robinson said all City employees 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 merit adjustment to their salary. The performance-based (merit) system replaced the previous step system back in the early 2000's.

The Griffin/Archer Performance Appraisal form has been used since the inception of merit-based pay. The form can be problematic for supervisors as it is common that the evaluation factors do not apply to specific positions.

Staff prepared a new form that allows supervisors to select evaluation factors that apply to the specific position and result in a more relevant appraisal.

The motion was made by Council Member Cummings, seconded by Council Member Ernst and unanimously carried to adopt the revised Employee Performance-Based (Merit) Pay Evaluation Form.

#### **LAW ENFORCEMENT LABOR SERVICES #4 CONTRACT APPROVED**

The current LELS #4 labor agreement which represents non-supervisor patrol officers, detectives and dispatchers expires on December 31, 2024.

City, WPU management and Human Resource staff participated in meeting negotiation sessions with LELS #4 representatives and 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.

The motion was made by Council Member Kuhle, seconded by Council Member Kielblock and unanimously carried to approve the terms of the 2025 - 2027 LELS #4 agreement and authorize execution.

### **CLOSEOUT OF 35 PROJECTS IN THE STATE AID FINANCE SYSTEM DISCUSSED**

Mr. Robinson explained the City of Worthington had 35 projects open in the State Aid Finance System dating back to 1994. The State showed \$258,118.10 in encumbered funds being held until the final paperwork was submitted. The amount was 5% of the contract bid amounts reported to the state after the contracts were awarded.

Over the past three years, Stephen Schnieder, City Engineer Emeritus, submitted the required documentation to the Minnesota Department of Transportation and has completed the close out of all 35 projects.

What was found is some of the project construction costs underran resulting in an overpayment to the City, while other contracts overran resulting in the City being underpaid for the work completed. The projects also incurred administrative costs for the design, construction inspection, Worthington testing and right of way costs that were eligible expenses that are reimbursed by the State. The costs are not encumbered by the state but are reimbursed to the City when reported as part of a State Aid Payment Request.

The total amount of reimbursement for these unencumbered costs was \$463,722.96. Over the past 3 years, the City received \$721,841.06 by closing out all 35 open projects. The funds were placed in the 401-reserve account to be used for funding future Municipal State Aid Street projects.

Council recognized and thanked the Engineering staff and specifically Stephen Schnieder in retrieving the unclaimed State funds that had accumulated over the past three decades.

### **CONSIDERATION OF CITY ADMINISTRATOR EMPLOYMENT AGREEMENT APPROVED**

The current three-year employment agreement for the City Administrator expires at the end of 2024. Following a satisfactory performance review of Administrator Steve Robinson during a closed session at the July 8, 2024 regular council meeting. The agreement has been amended to include a predetermined annual salary for the years 2025, 2026, and 2027.

The motion was made by Council Member Cummings, seconded by Council Member Kuhle and unanimously carried to approve the employment agreement for City Administrator Steve Robinson.

### **RESOLUTION NO. 2024-12-92 ADOPTED CALLING FOR HEARING ON PROPOSED IMPROVEMENT**

Hyunmyeong Goo, City Engineer, said at the November 12, 2024 council meeting, the Council approved a resolution to receive a feasibility report and schedule a public hearing for the Service Road and Service Drive Improvement Project. The public hearing was initially planned for the this evenings Council meeting. However, due to the holidays and anticipated low attendance, the hearing will be rescheduled for the January 13, 2025, Council meeting at 5:30 p.m.

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

RESOLUTION NO. 2024-12-92

A RESOLUTION CALLING FOR HEARING ON PROPOSED IMPROVEMENT

(Refer to Resolution File for complete copy of Resolution)

**RESOLUTION NO. 2024-12-93 ADOPTED CALLING FOR HEARING ON PROPOSED IMPROVEMENT**

Mr. Goo stated at the December 9, 2024 Council meeting, the public hearing for the East Ninth Avenue reconstruction project was postponed. State Statute 429 requires an updated resolution reflecting the updated public hearing schedule. Mr. Goo noted the public hearing was rescheduled for the January 13, 2025, Council meeting at 5:30 p.m.

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

RESOLUTION NO. 2024-12-93

A RESOLUTION CALLING FOR HEARING ON PROPOSED IMPROVEMENT

(Refer to Resolution File for complete copy of Resolution)

**RESOLUTION NO. 2024-12-94 ADOPTED ORDERING PREPARATION OF FEASIBILITY REPORT ON PROPOSED IMPROVEMENT - EAST FLOWER LANE EXTENSION**

Mr. Goo said a Feasibility report needs to be completed for the proposed extension of East Flower Lane from West Gateway Drive to approximately 800 feet west. The scope of the project would include subgrade fill, base construction, concrete or bituminous surfacing, curb and gutter, sidewalks, driveways, water main, storm sewer main, sanitary sewer main, water services, and sanitary sewer services.

He explained that although the project has secured funding through state turnback money, it will not cover the full project costs. The remaining expenses, after applying the grant funds, would be

assessed to the abutting property owners. Those costs would include engineering and field inspection.

Once the report is completed a public hearing will be scheduled on the proposed improvements.

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

RESOLUTION NO. 2024-12-94

A RESOLUTION ORDERING PREPARATION OF FEASIBILITY REPORT ON PROPOSED IMPROVEMENT

(Refer to Resolution File for complete copy of Resolution)

**BUDGET AMENDMENT FOR EAST FLOWER LANE EXTENSION APPROVED**

Mr. Goo said at the Special Council Meeting on April 24, 2024, Council directed staff to proceed with the new alignment design for Flower Lane. A developer is expressing interest in the area with a market rate multi family development. Constructing the new Flower Lane is now an essential part in supporting development in that area.

The City received \$1.08 million in turnback funds in 2014; however, construction costs have significantly increased since, due to inflation over the past decade.

Staff is requesting Council's approval for a 2025 budget amendment to adjust the Capital Improvement Plan (CIP) to accommodate the construction of the East Flower Lane project.

Council Member Ernst expressed concern in approving a budget amendment without knowing the amount. Mr. Goo said that the amendment would not affect the tax levy and is projected to be close to one million dollars.

The motion was made by Council Member Kuhle, seconded by Council Member Kielblock and unanimously carried to approve the budget amendment for the East Flower Lane Extension project.

**COUNCIL COMMITTEE REPORTS**

Mayor Rick Von Holdt - No report.

Council Member Janssen - No report.

Council Member Ernst - No report. Thanked Council Member Cummings for his service.

Council Member Kielblock - Attended a Traffic & Safety Committee meeting to address incidents on Crailsheim Drive. An engineering study is to be done next year. Thanked Chad for his service and said even though they didn't always agree they have a great friendship.

Council Member Kuhle - Thanked Chad for his service and said he appreciated his input over the years.

Council Member Cummings - Attended a Park & Recreation Advisory Board meeting. Also attended the Clean Water Joint Powers Board meeting. Discussion was held on the issues at the pond located at the former Prairie View Golf Course. Henning Construction has had to remove sediment from the pond as dirt filtrates in.

### **CITY ADMINISTRATOR REPORT**

Mr. Robinson thanked Council Member Cummings for his eight years of service and always being an advocate for the City of Worthington. Mindy Eggers, City Clerk presented Council Member Cummings with a plaque recognizing his eight years of service.

Council Member Cummings said it has been an honor to serve for the last twenty-five years combined on the Brewster and Worthington City Councils. He thanked everyone that he has worked with and encouraged Council to remain open to progress as the community moves forward.

### **ADJOURNMENT**

The motion was made by Council Member Kielblock, seconded by Council Member Cummings and unanimously carried to adjourn the meeting at 7:18 p.m.

Mindy Eggers, MCMC  
City Clerk

# **WATER AND LIGHT COMMISSION MINUTES**

## **REGULAR MEETING**

### **JANUARY 6, 2025**

Vice President Chad Nixon called the regular meeting of the Water and Light Commission to order in the Worthington Public Utilities Conference Room at 3:00 P.M., with the following members present: Kathy Hayenga, Mike Fury, and Amy Ernst. Deb Weg was absent (excused).

Staff members present were Scott Hain, General Manager; Eric Roos, Utility Coordinator; and Kristy Taylor, Secretary to the Commission

Others present: None

#### **AGENDA ADDITIONS/CLOSURE**

Scott Hain, General Manager, requested that Case Item #2, *Utility Update*, be added to the agenda. A motion was made by Commissioner Ernst, seconded by Commissioner Hayenga, and unanimously carried to close the agenda to include the requested changes.

#### **CONSENT AGENDA APPROVED**

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

- Water and Light Commission minutes of the regular meeting held on December 16, 2024
- Utility Bills Payable Totaling \$304,161.55 for December 20, December 27, 2024 and January 3, 2025

#### **1. INTERNATIONAL UNION OF OPERATING ENGINEERS (I.U.O.E.) LOCAL #49 BARGAINING AGREEMENT**

Scott Hain, General Manager, reviewed the key points of the proposed bargaining agreement that had been negotiated with I.U.O.E. Local #49 covering the years 2025 through 2027.

Following discussion, a motion was made by Commissioner Hayenga, seconded by Commissioner Fury, and unanimously carried to approve the terms of the agreement with the I.U.O.E. Local #49, contingent on approval by the City Council, AND authorizing the President and General Manager to execute the agreement on behalf of Worthington Public Utilities.

#### **2. UTILITY UPDATE**

Scott Hain, General Manager, provided an update on the following:

- Wells
- Meter Change Outs
- Electric Vehicle Charging Stations

Water and Light Commission Minutes

January 6, 2025

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- Change to the 2025 meeting schedule. The March 3 meeting will be moved to March 24.

**COMMISSION COMMITTEE REPORTS**

There were no Commission committee reports.

**GENERAL MANAGER REPORT**

The General Manager had nothing additional to report.

**ADJOURNMENT**

A motion was made by Commissioner Hayenga, seconded by Commissioner Fury, and unanimously carried to adjourn the meeting at 3:20 P.M. Vice President Nixon declared the meeting adjourned.

Kristy Taylor  
Secretary to the Commission

## CITY OF WORTHINGTON, MINNESOTA

MUNICIPAL LIQUOR STORE  
INCOME STATEMENT  
For the Period 1/1/24 Through 11/30/24  
(Amounts in Dollars)

	Total 2024 Budget	NOVEMBER		%	YTD	
		Actual	Previous Year	YTD Actual to Budget	Actual	Previous Year
Sales						
Liquor	2,100,000	185,046	184,254	87.7%	1,841,107	1,839,291
Wine	606,000	56,851	61,670	79.4%	480,877	499,841
Beer	2,500,000	195,338	180,550	89.7%	2,242,341	2,216,475
Mix/nonalcohol	88,000	6,709	6,428	84.2%	74,137	77,800
TCH	5,000	4,811	821	717.4%	35,868	901
NSF charges	100	-	40	0.0%	-	70
Net Sales	5,299,100	448,755	433,763	88.2%	4,674,330	4,634,378
Cost of Goods Sold						
Liquor	1,316,133	126,017	104,521	95.6%	1,258,188	1,256,138
Beer	1,780,063	180,146	89,323	96.7%	1,721,949	1,646,878
Wine	365,950	38,987	37,933	97.7%	357,622	358,139
Soft drinks/mix	52,008	4,292	2,530	89.6%	46,577	48,036
TCH	14,500	2,463	(1,988)	121.6%	17,627	(3,085)
Freight	37,000	2,979	2,443	88.4%	32,694	28,658
Total Cost of Goods Sold	3,565,653	354,884	234,762	96.3%	3,434,657	3,334,764
Gross Profit	1,733,447	93,871	199,001	71.5%	1,239,673	1,299,614
Operating Expenses						
Personnel services	500,095	31,630	37,169	82.8%	413,896	429,192
Supplies	32,300	2,290	4,070	85.6%	27,650	27,083
Other services & charges	240,868	24,517	15,581	93.5%	225,278	196,347
Interest	9,866	-	-	0.0%	-	-
Depreciation (estimated)	109,800	9,151	8,917	91.7%	100,661	98,087
Total Operating Expenses	892,929	67,588	65,737	86.0%	767,485	750,709
Operating Income (Loss)	840,518	26,283	133,264	56.2%	472,188	548,905
Non-Operating Revenues (Expenses)						
Interest earnings **	16,000	1,333	375	130.9%	20,936	10,382
Other non-operating	-	-	-	-	1,890	-
Sale of fixed asset	-	-	-	-	-	-
Loss on fixed asset	-	-	-	-	-	-
Total Non-Operating Revenue (Expense)	16,000	1,333	375	142.7%	22,826	10,382
Net Income (Loss) b/Operating Transfers	856,518	27,616	133,639	57.8%	495,014 #	559,287
Operating Transfers-In	-	-	-	-	-	-
Operating Transfers-Out	(275,000)	(22,917)	(22,917)	91.7%	(252,087)	(252,087)
Net Income (Loss)	581,518	4,698	110,722	N/A	242,928	307,200

\*\* Includes 6/30/2024 actual and five months budget



## CITY OF WORTHINGTON, MINNESOTA

OLSON PARK CAMPGROUND  
STATEMENT OF REVENUES VS. EXPENDITURES  
For the Period 1/1/24 Through 10/31/24  
(Amounts in Dollars)

	Total Current Year Budget	October Actual	YTD	
			Actual	Previous Year
Revenues				
Park fees-daily taxable	90,000	3,232	99,428	92,011
Park fees-other (fire wood, pop & ice)	1,500	88	1,915	3,222
Total Revenues	91,500	3,320	101,343	95,233
Expenditures				
Personnel services				
Full-time employees	5,145	-	5,852	710
Overtime	-	-	287	-
Part-time employees	19,390	978	19,860	18,012
PERA contributions	1,147	-	439	53
FICA/medicare	1,877	166	1,953	1,411
Misc. employer paid insurance	1,336	-	1,607	198
Unemployment compensation	-	-	28	-
Workmen's comp.-ins. premium	1,307	-	818	841
Supplies				
Misc. office supplies	600	-	-	56
Cleaning supplies	2,500	177	1,533	2,787
Misc. operating supplies	1,500	-	508	4,250
Building repair supplies	5,000	-	891	6,251
Misc. repair & maint supplies	4,500	-	3,125	643
Concessions	500	-	67	155
Other services and charges				
Misc. professional services	5,000	615	6,675	6,505
Telephone	750	84	473	518
Misc advertising	3,000	-	-	-
General liability insurance	1,550	914	962	1,334
Property insurance	1,350	-	1,758	1,162
Electric utilities	7,500	277	6,307	7,533
Water utilities	950	59	757	774
Gas utilities	2,600	82	1,081	1,832
Refuse disposal	3,000	422	2,250	3,435
Sewer utilities	700	67	897	834
Buildings-repair & maintenance	1,000	-	-	-
Improv other than bldg-repair & mai	1,000	80	930	5,069
Machinery/equipment-repair/mainte	-	-	-	-
Misc rentals	-	-	-	210
Cash short and over	-	-	-	(15)
Dues and subscriptions	600	-	-	-
Licenses and taxes	650	-	24	594
Capital outlay				
Improvement Misc	-	-	-	-
Total Expenditures	74,452	3,921	59,082	65,152
Excess (Deficiency) of Revenue Over Expenditures	17,048	(601)	42,261	30,081

## CITY OF WORTHINGTON, MINNESOTA

FIELD HOUSE  
STATEMENT OF REVENUES VS. EXPENDITURES  
For the Period 1/1/24 Through 11/30/24  
(Amounts in Dollars)

	Total Current Year Budget	November Actual	YTD	
			Actual	Previous Year
<b>Revenues</b>				
Field House - User fees	40,000	5,144	43,313	37,447
Field House - Rental fees	55,000	13,638	53,913	50,679
<b>Total Revenues</b>	<b>95,000</b>	<b>18,782</b>	<b>97,226</b>	<b>88,126</b>
<b>Expenditures</b>				
<b>Personnel services</b>				
Full-time employees	117,536	11,151	125,498	109,655
Overtime	-	31	244	165
Part-time employees	31,948	3,752	37,765	25,845
PERA contributions	8,815	982	10,571	8,394
FICA/medicare	11,435	1,093	11,983	10,072
Health insurance admin/claims	10,775	2,994	32,743	20,795
Life insurance	86	9	97	77
LTD insurance	795	51	549	745
HSA contribution	-	188	2,051	1,260
Health insurance-claims-TPA	-	-	309	555
Workmen's comp.-Ins. premium	2,802	-	7,053	5,446
<b>Supplies</b>				
Office supplies	1,000	-	636	103
Cleaning supplies	3,000	135	3,552	1,852
Motor fuels	-	-	27	-
Misc. operating supplies	1,800	1,463	3,214	5,106
Equipment parts	500	-	791	36
Building repair supplies	500	-	682	346
Misc. repair & maint supplies	500	-	1,345	5,982
Small tools	300	-	53	200
Equipment minor	1,000	-	5,740	-
Misc. equip, furniture/fixtures	800	-	-	627
<b>Other services and charges</b>				
Management Fees	-	8	88	-
Misc. professional services	2,500	578	8,147	3,130
Telephone	2,000	95	1,934	2,206
Postage	200	-	3	5
Travel, conferences, schools	200	-	-	-
Subsistence of persons	200	-	-	-
Misc advertising	2,500	89	1,773	3,970
General liability insurance	4,800	-	4,955	4,153
Property insurance	4,075	-	5,363	3,541
Automotive insurance	-	-	151	-
Electric utilities	25,000	1,154	14,077	27,454
Water utilities	1,000	19	212	423
Gas utilities	8,000	157	4,480	5,015
Refuse disposal	2,000	138	1,891	2,011
Sewer utilities	600	38	433	632
Storm water utilities	1,500	183	2,010	1,828
Misc. utilities	800	950	14,553	5,717
Buildings-repair & maintenance	500	-	-	-
Structure repair & maintenance	1,000	-	-	-
Maintenance Agreement	-	30	143	-
Misc repairs & maintenance	1,000	-	4,193	5,039
Cash short and over	-	(53)	6	(1,543)
Dues and subscriptions	500	-	1,779	3,161
Licenses and taxes	1,500	-	141	120
Miscellaneous	1,000	-	374	9,321
<b>Capital Outlay</b>				
Bldgs & structure-misc	-	-	12,066	103,739
<b>Total Expenditures</b>	<b>254,467</b>	<b>25,235</b>	<b>323,675</b>	<b>377,183</b>
<b>Excess (Deficiency) of Revenue Over Expenditures</b>	<b>(159,467)</b>	<b>(6,453)</b>	<b>(226,449)</b>	<b>(289,057)</b>

**PUBLIC SAFETY MEMO**

**DATE:           JANUARY 10, 2025**

**TO:             HONORABLE MAYOR AND CITY COUNCIL**

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

**CASE ITEMS****1.     RESOLUTION AUTHORIZING TRANSFER OF K-9 WINSTON TO PET STATUS**

The Worthington Police Department has set the official date for K-9 Winston's retirement for January 13, 2025.

K-9 Winston started his career with WPD in 2017 partnered 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 requests that Winston be decommissioned as City property and that Council resolve he becomes the family pet of Jake Walker. Jake has signed an agreement that Winston will not be used for law enforcement purposes on or after January 13, 2025. The attached resolution (see Exhibit 1) authorizes the transfer of Winston from the City to Jake Walker.

Staff recommends approval of the resolution.

**RESOLUTION NO. \_\_\_\_\_**

**AUTHORIZING TRANSFER OF K-9, WINSTON, TO PET STATUS**

**WHEREAS**, K-9 Winston will retire from duty on the Worthington Police Department on January 13, 2025.

**NOW THEREFORE**, Be it resolved that upon Winston's retirement from duty he be assigned to pet status and officially be decommissioned as property of the City of Worthington. Winston, upon decommissioning, will become the family pet of Jake Walker and will no longer be used for law enforcement purposes.

I certify that the above resolution was adopted by the City Council of Worthington, Minnesota on January 13, 2025.

(SEAL)

CITY OF WORTHINGTON

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

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

## ADMINISTRATIVE SERVICES MEMO

**DATE: JANUARY 13, 2025**

**TO: HONORABLE MAYOR AND CITY COUNCIL**

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

### CONSENT AGENDA CASE ITEMS

#### **1. ANNUAL APPOINTMENTS**

Designate Time and Place of Meetings - Section 4.02 of the Worthington City Charter states that the annual meeting of the City Council shall be held on the second Monday in January each year, and that the Council shall prescribe the time and place of regular meetings and for calling special meetings. Currently, the regular City Council meetings are held on the second and fourth Mondays of each month in City Hall Council Chambers, except if the second or fourth Monday should fall on a recognized holiday the meeting will be held at the same time on the Tuesday immediately following, with special meetings called as needed. ***Exhibit 1*** is a list of the proposed regular City Council meeting dates on the second and fourth Mondays of each month, starting at 5:30 p.m., with the exception of the first meeting in December which under MN Statute 275.065 subd. 3 must not be held before 6:00 p.m. and must allow the public to speak at that meeting.

Council action is requested to set the meeting time and place for the regular City Council meetings in 2025 on the second and fourth Mondays of each month, starting at 5:30 p.m., with the exception of the first meeting in December in City Hall Council Chambers, with special meetings called as needed.

Appointment of Clerk - Section 2.03 of the Worthington City Charter states that effective January 1st of each year the City Council shall appoint a Clerk for a one-year term, however, the Clerk shall serve until his/her successor has been appointed and qualified.

Council action is requested to appoint Mindy Eggers as City Clerk for the period January 1, 2025 through December 31, 2025 as required by the City Charter, and to appoint Angela Thiner as the Assistant City Clerk for that time to act in the absence of the Clerk.

Designate Official Newspaper - Section 4.07 of the Worthington City Charter states that the City Council shall at its first regular meeting each year designate an official local newspaper (currently The Globe) for the publication of all matters required by law to be published. ***Exhibit 2*** is the proposed 2025 agreement with The Globe for publication services. The website will also be used as an alternative dissemination of bids and requests.

Council action is requested to designate The Globe as the official newspaper for all matters required by law to be published in 2025 and approve the agreement as presented.

Designate Official Depositories:

Designate Official Depositories: As advised by the State Auditor, Council is asked to designate financial institutions as official depositories for the City of Worthington in 2025. Staff submits the following for Council approval and designation: 4M Fund (League of MN Cities sponsored money market), American Bank & Trust, Ameriprise Financial, Bank of the West, Edward Jones Investments, Equitable Advisors, First State Bank Southwest, First State Investment Services (Cambridge), Leading Edge Credit Union, Momentum Independent Network, Pershing Advisor Solutions (Ehlers), Rolling Hills Bank, United Prairie Bank, United Prairie Financial Network, Wells Fargo, Wells Fargo Advisors and Worthington Federal Savings Bank.

Council action is requested to designate the official depositories for 2025 as listed.

Annual Committee Appointments - **Exhibit 3** is a list of the proposed annual 2025 City Council Committee appointments.

Council action is requested to approve the 2025 Council Committee appointments as presented.

**2. APPOINTMENT OF CITY ATTORNEY**

The office of Woods Fuller serves as the City Attorney by appointment and contract on a yearly basis. Jesse Flynn will continue to serve as the City Attorney and J. Vincent Jones as Assistant City Attorney. As outlined in **Exhibit 4**, the proposed hourly rate for 2025 is \$340.00 plus expenses.

Council action is requested to appoint Jesse Flynn as the City Attorney and J. Vincent Jones as Assistant City Attorney for a one-year period from January 1, 2025 until December 31, 2025.

**3. APPLICATION FOR EXEMPTION FROM LAWFUL GAMBLING - WHITETAILES UNLIMITED MN SOUTHWEST DEER CAMP**

The Whitetails Unlimited Southwest MN Deer Camp Chapter, has submitted an Application for Exemption from Lawful Gambling as follows:

Organization:	Whitetails Unlimited MN Southwest Deer Camp Chapter
CEO:	Chris Petersen
Type of Event:	Raffle

Date & Location of Event: February 22, 2025  
Worthington Elk's Lodge #2287  
1105 Second Avenue

The application (included as ***Exhibit 5***) 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 Whitetails Unlimited Southwest MN Deer Camp Chapter.

**4. 2025 LICENSE RENEWAL**

The following 2025 License Renewal Application has been received for Council approval:

Off-Sale Beer

Circle K, 1408 Oxford Street

**CASE ITEMS**

**1. ELECTION OF MAYOR PRO TEM**

Pursuant to Section 2.02 of the City Charter, “At their annual meeting, Council shall elect by ballot a Mayor Pro Tem to 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.” Paper ballots will be distributed at the meeting for the election of the Mayor Pro Tem to serve in 2025.

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

The current contract with 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.

City and WPU administrative staff participated in two in-person negotiating sessions with I.U.O.E. representatives and have reached an agreement (***Exhibit 6***) 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, comprised of two City Council members and two Water & Light Commissioners. The committee recommends approval of the proposed terms.

The Water and Light Commission approved the agreement at their January 6, 2025 meeting. Council is requested to approve the terms of the 2025 - 2027 agreements with IUOE #49.



## 2025 City Council Regular Meeting Schedule

Monday, January 13, 2025 - 5:30 p.m.  
Monday, January 22, 2025 - 5:30 p.m.  
Monday, February 10, 2025 - 5:30 p.m.  
Monday, February 24, 2025 - 5:30 p.m.  
Monday, March 10, 2025 - 5:30 p.m.  
Monday, March 24, 2025 - 5:30 p.m.  
Monday, April 14, 2025 - 5:30 p.m.  
Monday, April 28, 2025 - 5:30 p.m.  
Monday, May 12, 2025 - 5:30 p.m.  
Tuesday, May 27, 2025 - 5:30 p.m.  
Monday, June 9, 2025 - 5:30 p.m.  
Monday, June 23, 2025 - 5:30 p.m.  
Monday, July 14, 2025 - 5:30 p.m.  
Monday, July 28, 2025 - 5:30 p.m.  
Monday, August 11, 2025 - 5:30 p.m.  
Monday, August 25, 2025 - 5:30 p.m.  
Monday, September 8, 2025 - 5:30 p.m.  
Monday, September 22, 2025 - 5:30 p.m.  
Monday, October 13, 2025 - 5:30 p.m.  
Monday, October 27, 2025 - 5:30 p.m.  
Monday, November 10, 2025 - 5:30 p.m.  
Monday, November 24, 2025 - 5:30 p.m.  
**Monday, December 8, 2025 - 6:00 p.m.**  
Monday, December 22, 2025 - 5:30 p.m.

## **The Globe**

416 - 10th Street  
Worthington, MN 56187

507-376-9711

## **Advertising Agreement**

The undersigned advertiser agrees with ***The Globe*** to publish legal advertising at the **rate per column inch of \$16.70**. This agreement is in effect January 1, 2025 through December 31, 2025.

### **City of Worthington**

Account# 246099

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Rick Von Holdt, Mayor

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Date

---

Mindy Eggers, City Clerk

---

Date

## Worthington Mayor - City Council Committee Assignments - 2025

Airport Advisory Board	Kielblock		
Cable 3 Joint Powers Board	Ernst		
Center for Active Living	Janssen		
City/County/School	Weber	Von Holdt	
Compensation Committee	Ernst	Kielblock	
Convention and Visitors Bureau Financial	Kuhle		
Cross Cultural Advisory Committee	Ernst		
Economic Development Subcommittee	Kielblock	Kuhle	Von Holdt
Employee Advisory Board	Janssen		
EO Olson Trust Fund Board	Von Holdt		
Façade Committee	Ernst	Weber	
Heron Lake Watershed Restoration Assn	Janssen		
Housing and Redevelopment Authority	Kuhle		
Ice Arena Planning	Ernst	Kuhle	Von Holdt
Joint Jurisdictional Planning Commission	Ernst	Janssen	
Lake Improvement Committee	Kuhle	Janssen	
Liquor and Gambling Committee	Ernst		
Memorial Auditorium Advisory Board	Weber		
Nominating	Von Holdt		
Okabena-Ocheda Bella Clean Water	Janssen	Kuhle	
Park and Recreation Board	Weber		
Planning Commission	Kielblock		
Prairie Justice Center - City/County Jt Bldg	Weber	Kuhle	
Public Arts Commission	Janssen		
Revolving Loan Fund	Kielblock		
Southwest Mayors Advisory Council	Von Holdt		
Southwest Regional Development Comm.	Von Holdt		
Traffic and Safety Committee	Kielblock		
Transit Board - Joint Powers	Weber	Kielblock	
Water and Light Commission	Ernst		
Worthington Rediscovered	Kielblock		
YMCA	Weber		

## **Worthington Mayor - City Council Committee Assignments - 2025**

<b>Ernst</b>	Cable 3 Joint Powers Board
	Compensation Committee
	Cross Cultural Advisory Committee
	Façade Committee
	Ice Arena Planning
	Joint Jurisdictional Planning Commission
	Liquor and Gambling Committee
	Water and Light Commission
<b>Janssen</b>	Center for Active Living
	Employee Advisory Board
	Heron Lake Watershed Restoration Assn
	Joint Jurisdictional Planning Commission
	Lake Improvement Committee
	Okabena-Ocheda Bella Clean Water
<b>Kielblock</b>	Public Arts Commission
	Airport Advisory Board
	Compensation Committee
	Economic Development Subcommittee
	Planning Commission
	Revolving Loan Fund
	Traffic and Safety Committee
	Transit Board - Joint Powers
<b>Kuhle</b>	Worthington Rediscovered Committee
	Convention and Visitors Bureau Financial
	Economic Development Subcommittee
	Housing and Redevelopment Authority
	Ice Arena Planning
	Lake Improvement Committee
	Okabena-Ocheda-Bella Clean Water
<b>Weber</b>	Prairie Justice Center - City/County Jt Bldg
	City/County/School
	Façade Committee
	Memorial Auditorium
	Park and Recreation Committee
	Prairie Justice Center - City/County Jt Bldg
	Transit Board - Joint Powers
	YMCA

## Worthington Mayor - City Council Committee Assignments - 2025

<b>Von Holdt</b>	City/County/School Economic Development Subcommittee EO Olson Trust Fund Board Ice Arena Planning Nominating Committee Southwest Mayors Advisory Council Southwest Regional Development Commission
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December 26, 2024

Jesse A. Flynn  
[Jesse.Flynn@woodsfuller.com](mailto:Jesse.Flynn@woodsfuller.com)  
507-372-2620

City of Worthington  
Attn: Steve Robinson  
303 Ninth Street  
P.O. Box 279  
Worthington, MN 56187

Re: Worthington City Attorney

Dear Steve,

Our office currently serves as City Attorney by appointment and contract on a yearly basis. The current one-year appointment and contract will expire on December 31, 2024.

We propose to renew the Agreement to provide legal services to the City of Worthington at the rate of \$340.00 per hour, plus expenses. We will continue to submit monthly statements for services rendered and expenses incurred. Our representation will include advising City officials, preparing documents, reviewing contracts, and making recommendations relating to City business.

If the City Council accepts our proposal, we ask that the undersigned be appointed as City Attorney for a one-year term, and that J. Vincent Jones be appointed as Assistant City Attorney for a one-year term, effective January 1, 2025.

Thank you for your time and consideration regarding this matter. We look forward to hearing from you.

Sincerely,

WOODS, FULLER, SHULTZ & SMITH P.C.

Jesse A. Flynn

**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: Whitetail Unlimited MN Previous Gambling Permit Number: X- \_\_\_\_\_

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

Mailing Address: 17725 Nine Oaks Dr

City: Spring Grove State: MN Zip: 55974 County: Houston

Name of Chief Executive Officer (CEO): Chris Peterson

CEO Daytime Phone: \_\_\_\_\_ CEO Email: cpeterson@whitetailunlimited.com  
(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): ELKS Lodge 2287

Physical Address (do not use P.O. box): 1105 2nd Ave

Check one:  
☒ City: Worthington Zip: 56187 County: Nobles

☐ Township: \_\_\_\_\_ Zip: \_\_\_\_\_ County: \_\_\_\_\_

Date(s) of activity (for raffles, indicate the date of the drawing): Saturday, February 22, 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: Chris Petersen  
(Signature must be CEO's signature; designee may not sign)

Date: 12/23/24Print Name: Chris Petersen**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



**2025-2027**

**AGREEMENT BETWEEN**

**THE CITY OF WORTHINGTON**

**AND**

**INTERNATIONAL UNION OF OPERATING ENGINEERS**

**LOCAL NO. 49**

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**BETWEEN  
CITY OF WORTHINGTON  
AND  
INTERNATIONAL UNION OF OPERATING ENGINEERS  
LOCAL NO. 49**

**ARTICLE 1            PURPOSE OF AGREEMENT**

This agreement is entered into this 1st day of January 2025 by and between the City of Worthington, Minnesota, called the EMPLOYER, and the International Union of Operating Engineers Local No. 49, hereinafter called the UNION. The intent and purpose of this AGREEMENT are to:

- 1.1     Establish certain hours, wages and other conditions of employment;
- 1.2     Establish procedures for the resolution of disputes concerning this AGREEMENT'S interpretation and/or application;
- 1.3     Specify the full and complete understanding of the parties; and
- 1.4     Place in written form the parties' agreement upon terms and conditions of employment for the duration of the AGREEMENT.

The EMPLOYER and the UNION, through this AGREEMENT, continue their dedication to the highest quality of public service. Both parties recognize this AGREEMENT as a pledge of this dedication.

**ARTICLE 2            RECOGNITION**

- 2.1     The EMPLOYER hereby recognizes the UNION as the formal and exclusive representative for all maintenance and technical employees of the City of Worthington, Minnesota, in the Engineering, Public Utilities (Water and Wastewater Divisions) and Public Works Departments who are public employees within the meaning of Minnesota Statute 179A.03, subdivision 14, excluding confidential, supervisory and all other employees.
- 2.2     The EMPLOYER will not enter into any agreement with the employees in the units, either individually or collectively, which in any way conflicts with the terms and conditions of this AGREEMENT.

**ARTICLE 3            EMPLOYER AUTHORITY**

- 3.1     The UNION recognizes the prerogative of the EMPLOYER to operate and manage its affairs in all respects in accordance with existing and future laws and regulations of the appropriate authorities including municipal personnel policies and work rules. Nothing in this AGREEMENT shall be construed as binding the EMPLOYER to past practices or practices not expressly made a part of this AGREEMENT. The prerogatives or authority that the EMPLOYER has not officially abridged, delegated or modified by this AGREEMENT are retained by the EMPLOYER, such as, but not limited to:

1. Direct employees,
  2. Hire, promote, transfer, assign, retain employees in positions and to suspend, demote, discharge or take disciplinary action against employees for just cause.
  3. Relieve employees from duties because of lack of work or other legitimate reasons.
  4. Maintain the efficiency of the government operations.
  5. Determine the methods, means, job classifications and personnel by which such operations are to be conducted.
  6. Take whatever actions may be necessary to carry out the missions of the agency in situations of emergency.
  7. Determine reasonable schedules of work and establish the methods and processes by which such work is performed.
- 3.2 Any term and condition of the employment not specifically established or modified by this AGREEMENT shall remain solely within the discretion of the EMPLOYER to modify, establish, or eliminate. This does not preclude the two parties meeting on a meet and confer basis.

#### **ARTICLE 4            UNION SECURITY**

In recognition of the UNION as the exclusive representative, the EMPLOYER shall:

- 4.1 Deduct from the paychecks each month the dues of the employees who individually request, in writing, that such deductions be made.
- 4.2 The amounts to be deducted shall be certified to the EMPLOYER by the UNION and the aggregate deduction of all employees shall be remitted together with an itemized statement to the Treasurer of the UNION or his designees after such deductions are made.
- 4.3 The UNION shall provide standard authorization cards for check off dues. All employees who have completed thirty (30) calendar days of employment shall become members of the Union and shall maintain their membership in good standing. "In good standing", for the purpose of this Agreement, is defined as to mean the payment of a standard initiation fee and standard regular monthly and/or administrative dues uniformly required as a condition of acquiring or retaining membership in the Union.
- 4.4 The EMPLOYER will recognize the right of the UNION to select two (2) stewards to represent the employees. They 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 steward supervisor. The UNION shall inform the EMPLOYER in writing of name of selected stewards.

- 4.5 The UNION agrees to indemnify and hold the EMPLOYER harmless against any and all claims, suits, orders, or judgments brought or issued against the EMPLOYER as a result of any action taken or not taken by the EMPLOYER under the provisions of this Article.

## **ARTICLE 5           EMPLOYER SECURITY**

- 5.1 The UNION agrees that during the life of this AGREEMENT it will not cause, encourage, participate in or support any strike, slowdown, other interruption of or interference with the normal functions of the EMPLOYER, or the abstinence in whole or in part of the full, faithful and proper performance of the duties of employment regardless of the reason for so doing, except as may be provided by the Public Employees Relations Act, Sect. 179.64 Subd. 7.
- 5.2 Any employee who engages in an illegal strike may have his (her) appointment terminated by the EMPLOYER effective the date the violation first occurs. Such termination shall be effective upon written notice served upon the employee.
- 5.3 An employee who is absent from any portion of his/her work assignment without permission, or who abstains wholly or in part from the full performance of his/her duties without permission from his (her) EMPLOYER on the date or dates when an illegal strike occurs is prima facie presumed to have engaged in an illegal strike on such date or dates.
- 5.4 An employee who knowingly illegally strikes and whose employment has been terminated for such action may, subsequent to such violation, be appointed or reappointed or employed or re-employed, but the employee shall be on probation for two years with respect to such civil service status, tenure of employment, or contract of employment, as he/she may have therefore been entitled.
- 5.5 No employee shall be entitled to any daily pay, wages, or per diem for the days on which he (she) engaged in a strike.

## **ARTICLE 6           NON-DISCRIMINATION**

- 6.1 The provisions of this AGREEMENT shall be applied equally by the EMPLOYER and the UNION to all employees without discrimination as to age (except for mandatory retirement), sex, marital status, race, creed, national origin, political affiliation or membership in the UNION.

## **ARTICLE 7           EMPLOYEE RIGHTS - GRIEVANCE PROCEDURE**

### **7.1   DEFINITIONS**

The following are definitions of terms used in this Article.

- 7.1.1 GRIEVANCE - A “grievance” means a dispute or disagreement as to the interpretation or application of specific terms of this AGREEMENT.
  - 7.1.2 DAYS - “Days” means calendar days excluding Saturday, Sunday and legal holidays as defined by Minnesota Statutes.
  - 7.1.3 SERVICE - “Service” means personal service or by Certified Mail.
  - 7.1.4 REDUCED TO WRITING - “Reduced to Writing” means a concise statement outlining the nature of the grievance, the provisions of the AGREEMENT in dispute, and the relief requested.
  - 7.1.5 ANSWER - “Answer” means a concise response outlining the EMPLOYER’S position on the grievance.
- 7.2 PROCEDURE - Grievance as defined by Section 5.1.1 shall be resolved in conformance with the following procedure.

**Step 1.** Whenever any employee or employees have a grievance, he or she or the Union Steward shall meet on an informal basis with the employee’s or employees’ immediate supervisor in an attempt to resolve the grievance within ten (10) days after the grievance occurred. If the grievance is not resolved within five (5) days of the first informal meeting, the grievance may be reduced to writing by the exclusive representative or the employee and served upon the CITY’S DESIGNATE. Any grievance placed in writing must be signed by the affected employee and the UNION’S representative in order to be appealed to Step 2. The CITY shall, within five (5) days of receipt of the written grievance, serve its answer upon the exclusive representative.

**Step 2.** The CITY’S representative shall meet with the exclusive representative within seven (7) days after receipt of the CITY’S written answer. The parties shall endeavor to mutually resolve the grievance. If the resolution of the grievance results, the terms of the resolution shall be written on or attached to the grievance and shall be signed by all parties. If no agreement is reached by all parties within fifteen (15) days of the first Step 2 meeting, the exclusive representative, if he elects to proceed with the grievance, must proceed with Step 3 by serving a proper notification on the CITY, its chief administrator, or its special representative. Service must be made within fifteen (15) days of the last meeting. The notification shall contain a concise statement indicating the intentions of the party to proceed with the grievance, an outline of the grievance, the provisions of the contract in dispute and a relief requested.

**Step 3.** The CITY its chief administrator or its special representative shall meet with the designated exclusive representative within ten (10) days after receiving notice of intention to proceed with the grievance pursuant to Step 2. If the resolution of the grievance results, the parties shall reduce the resolution to writing and sign the memorandum as provided in Step 2. A grievance not resolved in Step 3 may be appealed to Step 4 within ten (10) calendar days following the Employer-designated

representative'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 4.** A grievance unresolved in Step 3 and appealed in Step 4 shall be submitted to the Minnesota Bureau of Mediation Services. A grievance not resolved in Step 4 may be appealed to Step 5 within ten (10) calendar days following the CITY'S final answer in Step 4. Any grievance not appealed in writing to Step 5 by the UNION within ten (10) calendar days shall be considered waived.

**Step 5.** A grievance unresolved in Step 4 and appealed in Step 5 shall be submitted to arbitration subject to the provisions of the Public Employment Labor Relations Act of 1971, as amended. If the parties cannot agree upon an arbitrator, the selection of an arbitrator shall be made in accordance with the "Rules Governing the Arbitration of Grievances" as established by the Bureau of Mediation Services. The fees and expenses for the arbitrator's services and proceedings shall be borne equally by the City and the Union.

- 7.3 The arbitrator shall not have the power to add to, subtract from or modify in any way the terms of the existing AGREEMENT and his decision shall be confined to the specific issues of the grievance.
- 7.4 The decision of the arbitrator shall be final and binding on all parties to the dispute unless the decision violates any provisions of the laws of Minnesota or rules or regulations promulgated thereunder, or municipal charters or ordinances or resolutions enacted pursuant thereto, or which causes a penalty to be incurred thereunder. The decision shall be issued to the parties by the arbitrator and a copy shall be filed with the Bureau of Mediation Services, State of Minnesota. The arbitrator's decision shall be submitted to both parties 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.
- 7.5 Processing of all grievances shall be during the normal work day whenever possible and employees shall not lose wages due to their necessary participation.
- 7.6 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 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 CITY and UNION.
- 7.7 **ELECTION OF REMEDIES** - If the grievance remains unresolved after Step 4, and if the grievance involves the suspension, demotion or discharge for just cause of an employee who has completed the required probationary period, the grievance may be appealed either to Step 5 of the grievance procedure or procedures such as: veterans preference, civil service of fair employment. If appealed to any procedure other than Step 5 of the grievance procedure, the grievance is not subject to arbitration as set forth in Step 5 of the grievance procedure. Except with respect to statutes under the



jurisdiction of the United States Equal Employment Opportunity Commission, an employee pursuing a statutory remedy is not precluded from also pursuing an appeal under this grievance procedure. If a court of competent jurisdiction rules contrary to EEOC v. Board of Governors of State Colleges and Universities, 957 F.2d 424 (7<sup>th</sup> Cir), Cert. denied, 506 U.S. 906, 113 S. Ct. 299 (1992), or if EEOC v. Board of Governors of State Colleges and Universities, 957 F.2d 424 (7<sup>th</sup> Cir), cert. denied, 506 U.S. 906, 113 S. Ct. 299 (1992) is judicially or legislatively overruled, the italicized portion of this section shall be deleted.

The aggrieved employee shall indicate in writing which procedure is to be utilized, Step 5 of the grievance procedure or another grievance procedure, and shall sign a statement to the effect that the choice of any other hearing precludes the aggrieved employee from making a subsequent appeal to Step 5 of the grievance procedure.

## **ARTICLE 8            DEFINITIONS**

- 8.1    UNION: Local Union No. 49 International Union of Operating Engineers.
- 8.2    EMPLOYER: The City of Worthington.
- 8.3    UNION MEMBER: A member of the Local No. 49 International Union of Operating Engineers.
- 8.4    EMPLOYEE: An employee from within the exclusively recognized bargaining unit.
- 8.5    BASE PAY RATE: The employee's hourly pay rate exclusive of any other allowances.
- 8.6    SENIORITY: Length of continuous service with the EMPLOYER.
- 8.7    CALL BACK: Return of an employee to a specified work site to perform assigned duties at the express authorization of the EMPLOYER at a time other than an assigned shift. An extension of or early report to an assigned shift is not a call back.
- 8.8    EMERGENCY: An unforeseen combination of circumstances or condition calling for immediate action.

## **ARTICLE 9            WORK SCHEDULES**

- 9.1    The sole authority in work schedules is the EMPLOYER. The normal work day for an employee shall be eight (8) hours. The normal work week shall be forty (40) hours, except employees required to work on a shift basis.
- 9.2    Non-administrative regular scheduled work day hours require flexibility but generally are from 7:30 a.m. to 4:00 p.m. Monday through Friday. Non-administrative departments are not in operation on Saturdays, Sundays and observed holidays except as necessary for shift work and seasonal work loads.

- 9.3 In the event that work is required because of unusual circumstances such as (but not limited to) fire, flood, snow, sleet, or breakdown of municipal equipment or facilities, no advance notice need be given. It is not required that an employee working other than the normal work day be scheduled to work more than eight (8) hours; however, each employee has an obligation to work overtime or call backs if requested unless unusual circumstances prevent him/her from so working. Employees called to work prior to the starting time of their regularly scheduled shift for these instances shall be compensated at a pre-shift premium rate of one and one-half times their base pay rate for the pre-shift hours worked. This premium will not be paid on Saturday, Sunday or holidays as all work accomplished during these days will be compensated at an overtime rate addressed in 10.1 and 10.2, or whenever the employee's entire normal workday shift is worked as part of the temporary shift.
- 9.4 Shift employees scheduled to work hours other than the regular scheduled work day hours shall be compensated \$0.23 per hour above the regular rate of pay.
- 9.5 Employees that are required to temporarily work a shift that includes other than normal work day hours will be paid an additional two dollars (\$2.00) per hour for that temporary shift up to a maximum of eight (8) hours, at which time the employee shall be paid at their overtime rate. This differential will not be paid on Saturday, Sunday, or holidays as all work accomplished during these days will be compensated at an overtime rate addressed in 10.1 and 10.2, or whenever the employee's entire normal work day shift is worked as part of the temporary shift.
- 9.6 For the purpose of computing salaries for a period of less than one month, the annual rate shall be divided by 2080 hours and the result shall be multiplied by the actual hours worked.
- 9.7 Any person selected by management to fill in for a supervisor will receive an additional fifty cents (\$.50) per hour for hours worked in a supervisory capacity. Specific selection (if any) shall be at the discretion of management and shall be on an "as needed" basis as determined by management.
- 9.8 Modified Hours for Public Works Employees: Modified hours of work will commence on the third Monday in April and end on the first Friday in October. The hours of work shall consist of nine (9) hour days, Monday through Thursday and one four (4) hour day on Friday. Hours of work shall be 7:00 a.m. to 4:30 p.m. Monday through Thursday and 7:00 a.m. to 11:00 a.m. on Friday. Holiday weeks shall be eight (8) hours for the holiday, nine (9) hours on three days and five (5) hours on the other day.
- 9.9 Modified Hours for Engineering Technicians: With the approval of the City Administrator and the employee's supervisor, employees may be granted a modified work schedule consisting of nine (9) hour days Monday through Thursday and one four (4) hour day on Friday. Hours of work shall be 7:00 a.m. to 4:30 p.m. Monday through Thursday and 7:00 a.m. to 11:00 a.m. on Friday. Holiday weeks shall be eight (8) hours for the holiday, nine (9) hours on three days and five (5) hours on the

other day.

## **ARTICLE 10            OVERTIME**

- 10.1    Hours worked in excess of eight (8) hours per day, unless working an approved modified work schedule, will be paid at the rate of time and one-half the regular rate; hours worked in excess of forty (40) hours per week will be paid at the rate of time and one-half the regular rate.

When employees are working an approved modified work schedule of nine (9) hour days Monday through Thursday and one four (4) hour day on Friday, hours worked in excess of nine (9) hours on Monday through Thursday and four (4) hours on Friday will be paid at the rate of time and one-half the regular rate; hours worked in excess of forty (40) hours per week will be paid at the rate of time and one-half the regular rate.

- 10.2    All hours worked on Saturdays and Sundays that are not a part of an employees normally scheduled work week, will be paid at the rate of time and one-half the regular rate.
- 10.3    City-paid comp time, sick leave and vacation hours are not normally considered to be hours worked in the computation of overtime. An exception may be made by the employee's immediate supervisor in the event of extenuating circumstances.
- 10.4    Employees required to work on any of the eleven (11) holidays will receive eight (8) hours of holiday pay at the regular rate in addition to time and one-half pay for all hours worked on the holiday.
- 10.5    No employee shall work in excess of forty (40) hours per week unless the supervisor grants approval of such overtime after having received approval from the General Manager of Utilities, the Director of Engineering, the Director of Public Works or the City Administrator. The only exception shall be in the event of emergencies in which case the supervisor shall report such overtime to the appropriate departmental manager.

### **10.6    STAND-BY DUTY**

Employees on stand-by duty shall receive fourteen (14 ) hours of pay at the regular rate for each week that they are assigned to such duty. Any non-scheduled hours worked while on stand-by duty will be compensated according to the call back provisions located in Article XI. The supervisor of the respective departments shall rotate stand-by duty among the employees of that department who are qualified to perform the same duty, so as to prevent any discrimination. Employees who are on stand-by duty must be able to report for work immediately or, in the case of inclement weather, within thirty (30) minutes of being called to work.

**ARTICLE 11        CALL BACK**

An employee called in for work after having retired from their regular day's work shall receive the greater of two (2) hours at regular pay or actual hours at the overtime rate. Regardless of the actual hours worked the employee shall receive a minimum equal to two (2) hours at regular pay. Employees who are on call-back must report immediately or, in the case of inclement weather, must report within one hour of being called.

**ARTICLE 12        LEGAL DEFENSE**

- 12.1 Employees involved in litigation because of negligence, ignorance of laws and non-observance of laws, after proper investigation may not receive legal defense by the municipality.
- 12.2 Any employee who is charged with a traffic violation, ordinance violation, or criminal offense arising from acts performed within the scope of his/her employment, when such act is performed in good faith and under direct order of his/her supervisor, shall be reimbursed for reasonable attorney's fees and court costs actually incurred by such employee in defending against such charge.

**ARTICLE 13        RIGHT OF SUBCONTRACT**

Nothing in this AGREEMENT shall prohibit or restrict the right of the EMPLOYER from subcontracting work that cannot be performed during normal working hours and regular occurring overtime by employees covered by this AGREEMENT.

**ARTICLE 14        SENIORITY**

- 14.1 Seniority shall be on the basis of the employee's last date of hire.
- 14.2 Seniority shall not be affected by race, color, creed, sex, age or marital status of an employee.
- 14.3 Seniority lists showing the employee's last date of hire, job classifications, and name shall be kept up-to-date and a copy of such provided to the UNION annually.
- 14.4 Seniority will be the determining criterion for transfers, promotions, and lay off only when all other qualification factors are equal.
- 14.5 Lay offs shall be in accordance with inverse order of seniority and recall in order of seniority.
- 14.6 All newly hired or rehired employees will serve a six (6) months' probationary period.

- 14.7 At any time during the probationary period a newly hired or rehired employee may be terminated at the sole discretion of the EMPLOYER.
- 14.8 Employees who move from one classification to another shall serve a thirty (30) day probationary period. Such employee may return at his/her old rate and classification anytime during this thirty (30) day period.
- 14.9 All vacancies within the bargaining unit shall be filled by lower paid employees in accordance with their seniority rights, provided however, the employee seeking the higher paid job is able and qualified to perform the work required as determined by the supervisor and confirmed by the proper board or City Council. If it becomes necessary in making a promotion to bypass the senior employee, reasons for the said denial shall be given in writing, to said employee, if requested by said employee, within three (3) days after the position is filled. The employee who is promoted shall be granted a thirty (30) day trial period to determine (1) his/her ability to perform the job; (2) his/her desire to remain on the job, during the thirty (30) day trial period, the employee shall have the opportunity to revert back to his/her former position. If the employee is unsatisfactory in the position, notice and reasons shall be submitted to the UNION, in writing, by the EMPLOYER, with a copy to the employee. The matter may then become a proper subject for the grievance procedure. During the trial period, the employee will receive the rate of the job he/she is performing.

## **ARTICLE 15           JOB POSTING**

- 15.1 The EMPLOYER and the UNION agree that permanent job vacancies within the designated bargaining unit shall be filled based on the concept of promotion from within provided that applicants:
  - a. have the necessary qualifications to meet the standards of job vacancy; and
  - b. have the ability to perform the duties and responsibilities of the job vacancy.
- 15.2 Employees filling a higher job class based on the provisions of the ARTICLE shall be subject to the conditions of ARTICLE XIV (SENIORITY).
- 15.3 The EMPLOYER has the right of final decision in the selection of employees to fill posted jobs based on qualifications, abilities, and experience.
- 15.4 Job vacancies within the designated bargaining unit will be posted for seven (7) working days so that members of the bargaining unit can be considered for such vacancies. The permanent employee with the highest seniority shall be given first opportunity to step up (or down, with reduced pay and demotion, "for health or other reasons"), for the promotion if qualified.

**ARTICLE 16 SAFETY**

- 16.1 The EMPLOYER and the UNION agree to jointly promote safe and healthful working conditions, to cooperate in safety matters, and to encourage employees to work in a safe manner.
- 16.2 The EMPLOYER will furnish to all employees such protective safety equipment that it deems necessary for the carrying out of the employees duties. Equipment such as gloves, shoes, clothing, etc. not required as a condition of employment shall be furnished by the employees. Any employee who fails to wear protective equipment when required to do so, will be subject to disciplinary action.
- 16.3 Safety vests will be worn at all times when outside a vehicle with an enclosed cab. Hard hats shall be worn by employees when on construction or maintenance where overhead danger is present or when instructed by their supervisor. Hard hats will not be required when riding or driving a motor vehicle with an enclosed cab.

**ARTICLE 17 HOLIDAY LEAVE**

- 17.1 Employees shall receive ten (11) paid holidays per year as outlined below:

New Year's Day	January 1st
Martin Luther King Day	3rd Monday in January
Presidents' Day	3rd Monday in February
Memorial Day	Last Monday in May
Juneteenth	June 19th
Independence Day	July 4th
Labor Day	1st Monday in September
Veteran's Day	November 11th
Thanksgiving Day	4th Thursday in November
Day after Thanksgiving	4 <sup>th</sup> Friday in November
Christmas Day	December 25th

- 17.2 When New Year's Day, Independence Day, Veteran's Day or Christmas Day falls on Saturday, the preceding Friday shall be the Holiday.
- 17.3 When New Year's Day, Independence Day, Veteran's Day or Christmas Day falls on a Sunday, the following Monday shall be the Holiday.
- 17.4 An employee must work the day before and the day following a Holiday in order to be eligible for Holiday pay unless he/she has an excuse to be absent from an authorized supervisor.
- 17.5 When a Holiday falls on an employee's day off, he/she shall work his regular scheduled week and be compensated in lieu of the Holiday at the straight hourly time rate or take an additional day or shift off.

- 17.6 When a Holiday falls on an employee's vacation period, he/she shall be compensated in lieu of the holiday at the straight hourly time rate or take an additional day or shift off.

## **ARTICLE 18 VACATION, SICK LEAVE, EXTENDED SICK LEAVE**

### **18.1 ACCRUAL**

Vacation will be accrued according to the attached schedule:  
Vacation Accrual Schedule

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

### **18.2 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. Unused ESST hours remaining as of December 31 may be converted into Vacation hours the following January or paid out at the employee's rate of pay in the year the hours were provided. 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 receive a pro-rated portion of unused ESST that is owed to the employee.

### **18.3 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.

### **18.4 USE OF EARNED SAFE AND SICK TIME (ESST) AND EXTENDED SICK LEAVE (ESL)**

For the first forty-eight (48) hours of sickness/illness 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.

18.5 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.

18.6 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)

18.7 VACATION, ESST AND ESL 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% of prorated (calendar year) hours	
ESL:	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 and 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



Funds resulting from conversion of Vacation, ESST and ESL will be deposited into the following (subject to IRS regulations):

The International Union of Operating Engineers Local 49 bargaining unit elects to participate in the MSRS Health Care Savings Plan and establishes policy as follows:

The Health Care Savings Plan (HCSP) will begin June 1, 2004 and will remain in effect until December 31, 2027, at which time this policy will be reviewed, and/or revised and renewed for another contract period. Participation by all Local 49 bargaining unit employees is mandatory.

- 18.8 The Employer and Union agree to meet and confer regarding the Minnesota Paid Leave program prior to its implementation currently scheduled for January 1, 2026.

## **ARTICLE 19 FUNERAL LEAVE**

If a death occurs in his or her immediate family, a regular full-time or probationary employee shall be entitled to funeral leave under the following conditions.

- 19.1 Immediate family shall mean the Employee's spouse, son, daughter, father, mother, legal guardian, brother, sister, mother-in-law, father-in-law, son-in-law, daughter-in-law, or a member of the employee's own household.
- 19.2 For death occurring in an Employee's immediate family, the EMPLOYER will allow the necessary time-off up to three (3) working days leave to attend and to take care of affairs relating to the funeral with pay at straight time rate.
- 19.3 It is understood that payment under the above provisions is only for a day or days when the employee is scheduled to work and would have worked except for the death of such relative.
- 19.4 Upon receipt of one (1) day notice, a leave of absence without loss of regular pay up to eight (8) hours will be allowed as needed 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 or grandchild's death, if the family member's memorial service will take place more than 100 miles distant from the City, up to sixteen (16) hours will be granted. In the event a longer time of absence is required on the part of the Employee, Paid Time Off (PTO) may be used for the additional time off.
- 19.5 A leave of absence of up to two hours without loss of pay will be allowed for employees to attend the funeral of a fellow Employee or a City of Worthington retiree.

**ARTICLE 20            INSURANCE**

20.1    An Employee retiring to a PERA pension who is at least 55 years of age but not yet eligible for Medicare benefits, or is eligible under Rule of 90, will be eligible to continue their group health coverage by paying the city the full cost of such coverage. This eligibility will continue until the individual becomes eligible for Medicare benefits or for group coverage as a result of other employment. This provision also applies to a dependent of a retired Employee if that dependent would otherwise be eligible under this plan and is not eligible for Medicare benefits or a group coverage as a result of employment. This provision applies only to the extent that the insurance carrier agrees to provide such coverage. When selecting bids from insurance carriers, the EMPLOYER will request each bidder to provide coverage for retirees and their dependents under the Group Plan.

20.2    Long Term Disability Insurance Benefits.

The EMPLOYER shall pay the full cost of the long term disability plan.

20.3    EMPLOYEE ADVISORY COMMITTEE

The Employer shall utilize the existing City of Worthington Employee Advisory Committee to assist in monitoring and advising as to matters relating to Employee health insurance coverage. All active bargaining units, including I.U.O.E. Local #49, will be afforded representation on the Employee Advisory Committee.

20.4    CITY MONTHLY CONTRIBUTION TO EMPLOYEE HEALTH CARE AND EMPLOYEE OPTIONS.

Effective May 1, 2018, employees are eligible for coverage from the Operating Engineers Local No. 49 Health and Welfare Fund ("Health and Welfare Fund"). The terms of the trust agreement establishing the Health and Welfare Fund are hereby incorporated as a part hereof. The Employer agrees to make monthly contributions to the Health and Welfare Fund and will execute a separate participation agreement regarding those contributions. The employer shall pay 85% of the health and welfare monthly premium and the employee shall pay 15%.

20.5    MEET AND CONFER.

The parties agree to meet and confer regarding the health care provisions being established by this contract at any time.

**ARTICLE 21            LEAVE OF ABSENCE**

Leaves of absence for reasonable periods, not to exceed one (1) year will be granted, without loss of seniority for:

- 21.1 Serving in an elected or appointed position with the City Council or International Union.
- 21.2 Illness leaves either physical or mental may be granted up to one year upon written request. Such leaves may be extended for like periods upon written request.

**ARTICLE 22            MILITARY LEAVE**

- 22.1 Employees who are members of a Reserve of the USA for the State of Minnesota and who are ordered by the State of Minnesota and who are ordered by the appropriate authorities to attend a mandatory training program or called into temporary active service shall be granted leave time with pay in compliance with State Statutes, MN 192.26.
- 22.2 Any employee who enters active service in the Armed Forces of the USA while employed by the EMPLOYER shall be granted a leave of absence, without pay, for the period of military service.

**ARTICLE 23            GENERAL PROVISIONS**

- 23.1 Employees engaged in outside employment will be subject to the provisions of Section 200 - Employment, Part M - Outside Employment of the City of Worthington Personnel Policy.
- 23.2 Nothing in the above listed policies shall in any way affect the Pension and/or Retirement Plans of the Public Employees Retirement Association laws as established heretofore.
- 23.3 When an employee is required to use his/her personal vehicle for transportation in performing his/her duties while serving the EMPLOYER (except to and from the work site) he/she shall be reimbursed at the designated rate per mile as adjusted by the City Council from time to time.
- 23.4 The Employer will reimburse members of the bargaining unit up to \$400 per year upon receiving evidence of dues paid for the purchase of a fitness facility membership.

**ARTICLE 24            RULES FOR EMPLOYEES PERSONAL CONDUCT**

- 24.1 Employees shall be disciplined only for just cause.
- 24.2 Warning and suspension notices shall be in writing and if an employee is found innocent of the charges resulting in suspension or dismissal, he/she shall be paid in full for such time lost.

**ARTICLE 25            SEVERANCE PAY**

- 25.1 The following pay schedule will be in effect for employees permanently laid off.

1. Two weeks pay plus one week for each year of service. The contract will be followed when any employees are laid off.

## **ARTICLE 26 PERFORMANCE-BASED (MERIT) PAY**

Effective January 1, 2009, all I.U.O.E. Local #49 positions will transition to the performance-based (merit) pay system as administered under the City of Worthington/Worthington Public Utilities Compensation Administration Guidelines.

- 26.1 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.
- 26.2 Effective January 1, 2009, all separate pay for certification as established in prior contracts is eliminated. Any employee receiving certification pay as of December 31, 2008, will have that amount become part of their base wage. Employees will be required to meet certification requirements as outlined in their position descriptions and individual employment agreements.
- 26.3 The I.U.O.E. Local #49 members on the tenure-based step program as of December 31, 2008, will remain on tenure-based steps until they reach Step 6 (control point). They are then subject strictly to the performance-based (merit) provisions of the City of Worthington/Worthington Public Utilities Compensation Administration Guidelines.
- 26.4 There will be no automatic increase in merit pay at the expiration of this contract but it will be retroactive if awarded in the subsequent contract.
- 26.5 All employees hired after January 1, 2009, are subject strictly to the performance-based (merit) provisions of the City of Worthington/Worthington Public Utilities Compensation Administration Guidelines.
- 26.6 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.

## **ARTICLE 27 WAIVER**

- 27.1 Any and all prior agreements, resolution, practices, rules and regulations regarding terms and conditions of employment, to the extent inconsistent with the provisions of the AGREEMENT, are hereby superseded.
- 27.2 The parties mutually acknowledge that during the negotiations which resulted in this AGREEMENT, each had the unlimited 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 understanding arrived at by the parties are set

forth in writing in this AGREEMENT for the stipulated duration of this AGREEMENT. The EMPLOYER and the UNION each voluntarily and unqualifiedly waives the right to meet and negotiate regarding any and all terms and conditions of employment 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 28 SAVINGS CLAUSE**

- 28.1 This AGREEMENT is subject to the laws of the United States, the State of Minnesota, and the City of Worthington. In the event any provision of this AGREEMENT shall be held to be contrary to law by mutual agreement of the EMPLOYER and UNION or a court of competent jurisdiction from whose final judgment or 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 provision maybe re-negotiated at the request of either party.

**ARTICLE 29 COST-OF-LIVING ADJUSTMENTS**

- 29.1 Employees will receive a cost-of-living adjustment to their then current base hourly rate of pay of 5% effective January 1, 2025, 4% effective January 1, 2026 and 4% effective January 1, 2027.

**ARTICLE 30 TERMS OF CONTRACT**

This AGREEMENT shall be in full force and effect from January 1, 2025, to December 31, 2027. Either party shall give notice on or before November 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 automatically.

**EXHIBIT "A"**  
**SALARY RANGES**

Effective January 1, 2025, the following hourly pay ranges will be in effect. Shift differential will continue to be paid on the basis specified in the shift schedules and contract.

	<u>Minimum</u>	<u>Control Point</u>	<u>Maximum</u>
<u>WATER</u>			
Water Operator III	33.47	39.38	45.29
Water Operator II	29.16	34.30	39.45
<u>PUBLIC WORKS</u>			
Public Works Operator II	25.72	30.26	34.80
<u>WASTEWATER</u>			
Wastewater Lab Technician	31.31	36.83	42.35
Wastewater Operator III	33.47	39.38	45.29
Wastewater Operator II	29.16	34.30	39.45
<u>ENGINEERING</u>			
Engineering Technician	31.31	36.83	42.35

Effective January 1, 2026, the following hourly pay ranges will be in effect. Shift differential will continue to be paid on the basis specified in the shift schedules and contract.

	<u>Minimum</u>	<u>Control Point</u>	<u>Maximum</u>
<u>WATER</u>			
Water Operator III	\$34.82	\$40.96	\$47.10
Water Operator II	\$30.32	\$35.67	\$41.02
<u>PUBLIC WORKS</u>			
Public Works Operator II	\$26.75	\$31.47	\$36.19
<u>WASTEWATER</u>			
Wastewater Lab Technician	\$32.56	\$38.30	\$44.05
Wastewater Operator III	\$34.82	\$40.96	\$47.10
Wastewater Operator II	\$30.32	\$35.67	\$41.02

ENGINEERING

Engineering Technician	\$32.56	\$38.30	\$44.05
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Effective January 1, 2027, the following hourly pay ranges will be in effect. Shift differential will continue to be paid on the basis specified in the shift schedules and contract.

	<u>Minimum</u>	<u>Control Point</u>	<u>Maximum</u>
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WATER

Water Operator III	\$36.21	\$42.60	\$48.99
Water Operator II	\$31.54	\$37.10	\$42.67

PUBLIC WORKS

Public Works Operator II	\$27.82	\$32.73	\$37.64
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WASTEWATER

Wastewater Lab Technician	\$33.86	\$39.83	\$45.80
Wastewater Operator III	\$36.21	\$42.60	\$48.99
Wastewater Operator II	\$31.54	\$37.10	\$42.67

ENGINEERING

Engineering Technician	\$33.86	\$39.83	\$45.80
------------------------	---------	---------	---------

City of Worthington/Local No. 49  
2025-2027 Labor Agreement

In witness whereof, the parties hereto have executed this AGREEMENT on this \_\_\_\_\_ day of  
\_\_\_\_\_ 20 \_\_\_\_\_.

FOR CITY OF WORTHINGTON

\_\_\_\_\_  
Rick VonHolt, Mayor

\_\_\_\_\_  
Debra Weg, President  
Worthington Water and Light Commission

\_\_\_\_\_  
Mindy Eggers, City Clerk

\_\_\_\_\_  
Scott Hain, General Manager of Utilities

\_\_\_\_\_  
Steve Robinson, City Administrator

FOR LOCAL NO. 49, INTERNATIONAL UNION OF OPERATING ENGINEERS

\_\_\_\_\_  
Craig S. Bollmann, Business Representative

\_\_\_\_\_  
Tyler Nienkerk, Steward

\_\_\_\_\_  
Ryan P. Davies, Business Manager

\_\_\_\_\_  
Kirk Feit, Steward



## PUBLIC WORKS MEMO

**DATE: JANUARY 9, 2025**

**TO: HONORABLE MAYOR AND CITY COUNCIL**

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

### **CASE ITEMS**

#### **1. 2025 PRIVATE DOCKS ON PUBLIC PROPERTY**

In accordance with the city policy adopted in 2013 regarding the issuance of permits for private docks to be located on public property, the City Council shall annually:

- Set the number of private docks allowed on public property. In 2024 council allowed all applicants permits, on the condition that they meet our dock policy. In 2024 the City issued 8 permits for docks on public property. Owners who currently have a valid dock permit will have first option on renewal for the following year unless City Council reduces the permits available. If Council reduces the number of permits, all permit applications from existing permit holders will be reviewed by the Council.

And

- Set the annual permit fee. The 2024 fee was \$200.00, we are proposing no change to the annual fee, it was last increased in 2022.

2024 Dock Permit holders:

- |                         |                   |
|-------------------------|-------------------|
| 1. 200 Lake Street      | Dave Holinka      |
| 2. 620 Lake Street      | Brad Brake        |
| 3. 721 Lake Avenue      | Steve Prins       |
| 4. 920 West Lake Avenue | Dale Ryen         |
| 5. 713 May Street       | Shelley Standafer |
| 6. 506 West Lake        | Tanner Rogers     |
| 7. 117 Lake Avenue      | Meylin Mendoza    |
| 8. 518 W. Lake          | Terry Bourassa    |

Council action is requested to set the number of dock permits issued for 2025 and the fee charged for each dock permit.

#### **2. AUTHORIZE STAFF TO ADVERTISE FOR BIDS**

Worthington City Council, at their October 14, 2024 meeting, entered into 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.

Bolton and Menk has now completed the plans and would like Council's authorization to

advertise for bids. The proposed timelines are as follows:

- January 13<sup>th</sup>, 2025 Authorize bids
- February 5<sup>th</sup>, 2025 Open bids
- February 24<sup>th</sup>, 2025 Bid Recommendation

Council Action is requested to authorize staff to solicit bids for the Airport Hangar project.

### 3. **BUDGET AMENDMENT TO PURCHASE PUBLIC WORKS TRUCK**

City Public Works staff is requesting council's approval, to do a 2025 budget amendment to purchase a new Ford F350 1 Ton truck. Due to the type of truck that suits our Park Department needs including single cab, long wheelbase, dual tires, we have in the past found these vehicles difficult to attain. Staff has located a truck that meets our needs and would like to purchase the chassis portion at this time.

Our current 2025 ERS budget to replace our 2011 truck, which is scheduled to be replaced in 2026, has a reserve balance of \$53,666. The quoted price of the new 1 Ton chassis is \$51,287+ tax. It is staffs' intention at this time to purchase the new chassis in 2025 and budget for the box, hoist, and lift in 2026.

Council action is requested to allow staff to amend the 2025 budget for the purpose of purchasing a new 1 Ton truck.

**ENGINEERING MEMO**

**DATE: JANURARY 13, 2025**  
**TO: MAYOR AND COUNCIL**  
**SUBJECT: ITEMS REQUIRING COUNCIL ACTION OR REVIEW**

**AGENDA CASE ITEMS****1. PUBLIC HEARING ON SERVICE ROAD SERVICE DRIVE RECONSTRUCTION**

Staff will have a presentation during the public hearing.

[PRESENTATION]

Council is requested to pass the resolution, (*Exhibit 1*) order improvements and preparation of plans for Service Road and Service Drive Reconstruction, required by State Statue 429 to proceed with the assessment project.

Staff recommends Council pass the resolution.

**2. PUBLIC HEARING ON EAST NINTH AVENUE RECONSTRUCTION**

Staff will have a presentation during the public hearing.

[PRESENTATION]

Council is requested to pass the resolution, (*Exhibit 2*) order improvements and preparation of plans for East Ninth Avenue Reconstruction, required by State Statue 429 to proceed with the assessment project.

Staff recommends Council pass the resolution.

**3. APPROVE REVISED TASK ORDER 31 WITH BOLTON AND MENK TO PROVIDE PRELIMINARY ENGINEERING SERVICE FOR EAST FLOWER LANE EXTENSION**

On December 23, 2024, during the council meeting, the Council passed a resolution to order a feasibility report on the East Flower Lane Extension project. A preliminary engineering is necessary to draft an accurate feasibility report.

Bolten and Menk, Inc's Task Order number 30 in *Exhibit 3*, 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, Bolten and Menk, Inc to provide the preliminary engineering service.

Staff recommends the approval of task order 31.

RESOLUTION NO. \_\_\_\_\_

**ORDERING IMPROVEMENT AND PREPARATION OF PLANS AND SPECIFICATIONS**

**WHEREAS**, Resolution No. 2024-12-92 of the city council of the city of Worthington, adopted December 23, 2024, fixed a date for a council hearing to consider the making of an improvement of the following described property's by base reconstruction, resurfacing, curb and gutter, driveways, and sanitary sewer services for Service Road. For Service Drive, base reconstruction, resurfacing, curb and gutter, driveways, water main reconstruction and sanitary sewer services.

**OXFORD STREET SERVICE ROAD/SERVICE DRIVE IMPROVEMENTS**

*Reconstruction of Service Road from Spring Avenue to Service Drive, and  
the extension of Service Drive from Spring Avenue to Trunk Highway 60*

**WHEREAS**, ten days' mailed notice and two weeks' published notice of the hearing was given, and the hearing was held thereon on January 13<sup>th</sup>, 2025, at which all persons desiring to be heard were given an opportunity to be heard thereon.

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

1. Such improvement of said street is necessary, cost-effective, and feasible as detailed in the feasibility report.
2. Such proposed improvement of said streets is hereby ordered as proposed in the council resolution adopted on November 25, 2024.
3. The city engineer is hereby designated as the engineer for such improvement. The engineer shall prepare plans and specifications for the making of such improvement.
4. The city council declares its official intent to reimburse itself for the cost of the improvement from the proceeds of tax-exempt bonds.

Adopted by the city council of the city of Worthington, Minnesota, this the 13<sup>th</sup> day of January 2025.

(SEAL)

CITY OF WORTHINGTON

\_\_\_\_\_  
Rick VonHoldt, Mayor

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

**RESOLUTION NO. \_\_\_\_\_**

**ORDERING IMPROVEMENT AND PREPARATION OF PLANS AND SPECIFICATIONS**

**WHEREAS**, Resolution No. 2024-12-93 of the city council of the city of Worthington, adopted December 23, 2024, fixed a date for a council hearing to consider the making of an improvement of the following described property's by installing of a sewer main, water and street improvement.

**East Ninth Avenue**

From Tenth Street to Eleventh Street

**WHEREAS**, ten days' mailed notice and two weeks' published notice of the hearing was given, and the hearing was held thereon on January 13<sup>th</sup>, 2025, at which all persons desiring to be heard were given an opportunity to be heard thereon.

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

1. Such improvement of said streets is necessary, cost-effective, and feasible as detailed in the feasibility report.
2. Such proposed improvement of said streets is hereby ordered as proposed in the council resolution adopted on November 12, 2024.
3. The city engineer is hereby designated as the engineer for such improvement. The engineer shall prepare plans and specifications for the making of such improvement.
4. The city council declares its official intent to reimburse itself for the cost of the improvement from the proceeds of tax-exempt bonds.

Adopted by the city council of the city of Worthington, Minnesota, this the 13<sup>th</sup> day of January 2025.

(SEAL)

CITY OF WORTHINGTON

\_\_\_\_\_  
Rick VonHoldt, Mayor

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

**CITY OF WORTHINGTON AND BOLTON & MENK, INC.  
TASK ORDER TO AGREEMENT FOR PROFESSIONAL SERVICES**

**TASK ORDER NO: 31**

**CLIENT: City of Worthington**

**CONSULTANT: Bolton & Menk, Inc.**

**DATE OF THIS TASK ORDER: January 8, 2025**

**DATE OF MASTER AGREEMENT FOR PROFESSIONAL SERVICES: September 14, 2020**

Whereas, CLIENT and CONSULTANT entered into a Master Agreement for Professional Services (“Master Agreement”) as dated above; and CONSULTANT agrees to perform and complete the following Services for CLIENT in accordance with this Task Order and the terms and conditions of the Master Agreement. CLIENT and CONSULTANT agree as follows:

**1.0 Scope of Services:**

CONSULTANT shall perform the Services listed below or in the attached Scope. All terms and conditions of the Master Agreement are incorporated by reference in this Task Order, except as explicitly modified in writing herein.

CLIENT desires to create a regional stormwater basin that will support development of the property adjacent to Gateway Drive and Flower Lane. CONSULTANT will complete the following major tasks and scope:

1. Topographic survey of the proposed regional pond tributary area.
2. Preliminary engineering to provide schematic layouts and preliminary cost estimates for a regional stormwater pond to be used in conjunction with a Preliminary Engineering Report (PER) that is necessary for leveraging special assessments under MN Statute 429. City of Worthington Engineering staff will be preparing other parts of the PER involving improvements to roadways, sanitary sewer and water extensions.
3. Coordination with the developer to ensure that the proposed stormwater pond fits in the area provided by the site and that the pond matches the needs of the site and the proposed grading plan.
4. Final design to prepare plans, specifications, and contract documents for a regional stormwater pond and Stormwater Pollution Prevention Plan including all necessary permits. Storm sewer piping to bring water from the development as well as from the roadway will be designed by the developer and the City’s engineering staff.
5. It is anticipated that two project meetings will be needed with CLIENT staff during preliminary and final design phases of the project.

6. Bidding assistance and bid award recommendation

Construction services are not included in this task order. It is anticipated that they will be included in a later task order once bidding is completed if requested.

**2.0 Fees:**

CLIENT shall pay CONSULTANT in accordance with Section III of the Master Agreement and as follows or as described in the attached Scope. The total cost of services provided by CONSULTANT for this Task Order shall not exceed \$65,000 without prior approval of CLIENT. Fees will be invoiced on an hourly basis. Any necessary permit fees will be paid on behalf of the CLIENT and invoiced as additional services.

Topographic Survey* .....	\$10,000
Preliminary Design .....	\$15,000
Coordination with Developer.....	\$5,000
Final Design, Permitting, & Bidding .....	\$35,000

\* This cost represents a partnership with the developer and a split of the cost for completing the survey work.

**3.0 Schedule:**

Schedule for performance of Services will be as follows or as set forth in attached Scope, such that all services will be completed by July 1, 2025. An estimated project schedule is as follows, but may vary depending on the schedule for the developer to complete platting and plans for other site improvements:

Topographic Survey .....	January 2025
Complete Preliminary Design.....	March 1, 2025
Final Design .....	March 2025 – April 2025
Permitting .....	April 2025
Bidding .....	April – May 2025

**4.0 Deliverables**

Deliverables will be as follows or as set forth in the attached Scope. Preliminary engineering cost estimates and schematic layouts, report content, construction plans, specifications, contracts, permit applications and any necessary addendums.

**5.0 Term**

In the event that the Schedule for this Task Order extends beyond the term of the Master Agreement, either intentionally or unintentionally by Task Order Scope or by Task Order extension, then this Task Order shall operate to extend the Master Agreement through the completion of CONSULTANT'S obligations under this Task Order or until a new Master Agreement is executed incorporating this Task Order.

**6.0 Other Matters**

None.

**7.0 Project Managers**

Project managers and contact information for the CLIENT and CONSULTANT for this Task Order, if different than the Master Agreement, are as follows:

**CLIENT:**

Name: Hyunmyeong Goo  
Address: 303 Ninth Street  
City, State, Zip: Worthington, MN 56187  
Office Phone: 507-372-8600  
Email: [hgoo@ci.worthington.mn.us](mailto:hgoo@ci.worthington.mn.us)

**BOLTON & MENK, INC.**

Name: Travis Winter, P.E.  
Office Address 1501 South State Street, Ste 100  
City, State, Zip: Fairmont, MN 56031  
Office Phone: 507-238-4738  
Email: [travis.winter@bolton-menk.com](mailto:travis.winter@bolton-menk.com)

**CLIENT:**

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

Printed Name: \_\_\_\_\_

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

**BOLTON & MENK, INC.**

BY: Travis L. Winter

Printed Name: Travis Winter, P.E.

Title: Principal Engineer

ATTACHMENTS TO THIS TASK ORDER: 2025 Fee Schedule.



# 2025 SCHEDULE OF FEES

The following fee schedule is based upon competent, responsible professional services and is the minimum, below which adequate professional standards cannot be maintained. It is, therefore, to the advantage of both the professional and the client that fees be commensurate with the service rendered. Charges are based on hours spent at hourly rates in effect for the individuals performing the work. The hourly rates for principals and members of the staff vary according to skill and experience. The current specific billing rate for any individual can be provided upon request.

The fee schedule shall apply for the period through December 31, 2025. These rates may be adjusted annually thereafter to account for changed labor costs, inflation, or changed overhead conditions.

These rates include labor, general business, and other normal and customary expenses associated with operating a professional business. For projects with typical expenses and unless otherwise agreed, the above rates include vehicle and personal expenses, mileage, telephone, survey stakes, and routine expendable supplies; no separate charges will be made for these activities and materials. Expenses beyond typical project expenses, non-routine expenses, and expenses beyond the agreed scope of services, such as out of town travel expenses, long travel distances, large quantities of prints, extra report copies, outsourced graphics and photographic reproductions, document recording fees, outside professional and technical assistance, and other items of this general nature will be invoiced separately. Rates and charges do not include sales tax, if applicable.

Employee Classification	2025 Hourly Billing
Graduate Engineer	\$125-185
Design Engineer	\$125-196
Project Engineer	\$145-215
Senior Project Engineer	\$160-215
Project Manager	\$135-240
Senior Project Manager	\$188-273
Architect	\$186-267
Planner	\$125-168
Senior Planner	\$170-228
Landscape Designer	\$98-196
Landscape Architect	\$148-176
Senior Landscape Architect	\$160-268
Survey Technician <sup>1</sup>	\$90-196
Graduate Surveyor	\$122-190
Licensed Project Surveyor	\$180-225
Technician	\$75-182
Senior Technician	\$125-212
Administrative/Corporate Specialists	\$68-175
Specialist*	\$100-230
Practice Expert**	\$145-363
Principal**	\$175-316
Senior Principal**	\$218-333
GPS/Robotic Survey Equipment <sup>1</sup>	NO CHARGE
CAD/Computer Usage	NO CHARGE
Routine Office Supplies	NO CHARGE
Routine Photo Copying/Reproduction	NO CHARGE
Field Supplies/Survey Stakes & Equipment	NO CHARGE
Mileage	NO CHARGE

<sup>1</sup> No separate charges will be made for GPS or robotic total stations on Bolton & Menk, Inc. survey assignments; the cost of this equipment is included in the rates for survey technicians.

\*Specialized role not classified above otherwise.

\*\*Highly specialized and industry expertise unique to the market or area of discipline.

**COMMUNITY DEVELOPMENT MEMO****DATE: January 9, 2025****TO: HONORABLE MAYOR AND CITY COUNCIL****SUBJECT: ITEMS REQUIRING CITY COUNCIL ACTION OR REVIEW****1. AMEND FEES – ZONING & SANITARY SEWER CONNECTION****Zoning Application Fees**

Worthington City Code Sections 155.221 and 155.224 grants 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:

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

These 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 required approval by Planning Commission and/or City Council. Easement vacations require action by the Water and Light Commission. These fees have not been altered fees in many years. In an effort to ensure the costs associated with these applications is adequately covered, Staff is proposing these 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 these increases, staff is proposing to add a few for approval of minor subdivisions. 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 to set that fee at \$100.

### **Sanitary Connection Permit Fees**

Worthington City Code Chapter 51 establishes policies for sanitary sewer connections. This section requires inspections be made of 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, and the work inspected by the City's building inspectors. The current fee associated with this permit is \$10. This fee is set to help cover the inspection time and other costs associated with the permit.

This 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. Therefore, Staff is proposing this fee be increased to \$50.

Several other relatively comparable cities fees for both zoning requests and sewer connection permits are shown in Exhibit 1A. There are a lot of differences with how applications are structured and how fees are determined between cities but the proposed increases are generally aligned with other cities.

Council may approve the proposed fee changes by passing the resolution shown in Exhibit 1B.

## **2. AMEND ORDINANCE ANNEXING PARCEL 20-0093-750**

On October 14<sup>th</sup>, 2024, City Council approved an ordinance annexing 70 acres of land located north of Interstate 90 (parcel 20-0093-750). The State is requiring the addition of some language in the ordinance pertaining to description of property prior to final approval of the annexation. The updated ordinance is shown in Exhibit 2.

Council action is requested.

## Comparable Cities Fees

City & Approximat Pop.	Preliminary Plat	Rezoning	Zoning Text Change	CUP	Vacation of Public Way	PUD	Amend PUD	Variance	Admin Appeal	Appeal	Vacate Non-Platted Easement	Vacate Easement Platted	Sewer	Subdivision Fees
Marshall, MN 14K	225 min. 70 per acres. Final is \$300	\$300	\$300	\$300	N/A	\$200 per acre.	N/A	\$300	N/A		\$200	\$200 (they only have one fee)	Ranges from \$250 to \$2,050	None Found
Willmar, MN 21k	\$25 per lot. \$300 min.	\$275	\$275	\$275	N/A	N/A	N/A	\$275	N/A	\$275	N/A	N/A	Unable to locate inspeciton fee	\$200
Albert Lea, MN 18k	\$1,000	\$600	\$600	\$600	\$600	\$600	N/A	\$600	N/A	N/A	\$600	\$600	\$50 inspection fee. Other large fees apply	\$150
Hutcinson, MN 15k	\$500 (Preliminary) \$250 (Final) \$10 per lot	\$450	\$400	\$400	\$425	\$700	N/A	\$400	N/A	N/A	\$425	\$425	Unable to locate inspeciton fee	\$250-\$300 depending on lot count
Monticello, MN 14k	\$300 + escrow Final - \$50 + escrow	\$400 + escrow	\$400	\$250 + escrow	\$200 + escrow	Varies (escrow)	Varies (escrow)	\$250 + escrow	N/A	N/A	\$200 + escrow	\$200 + escrow	Unable to locate inspeciton fee	\$200
Alexandria, MN 14k	\$350 + \$10/lot	<u>250</u>	\$75	\$250	\$100	\$450 + 10\$/lot		\$250	N/A	\$250	N/A	N/A	Unable to locate inspeciton fee	\$100
New Ulm, MN 14k	\$200	\$300		\$200	\$250	\$300		\$200	N/A	N/A	\$50	\$50	Range from \$40 - \$200	\$175
Nobles County, Mn	\$1,000	\$500	N/A	\$750	N/A	N/A	N/A	\$750	N/A	N/A	N/A	N/A	N/A	N/A

**RESOLUTION NO. \_\_\_\_\_****A RESOLUTION AMENDING ZONING APPLICATION FEES, SANITARY SEWER CONNECTION PERMIT FEES, AND ESTABLISHING A FEE FOR A MINOR SUBDIVISION APPLICATIONS.**

**WHEREAS**, City Code Chapter 155 regulates zoning and City Code Chapter 51 regulates sanitary sewer in the City of Worthington, and

**WHEREAS**, City Code §155.221 and §155.224 allows for City Council to establish fees for work associated with Chapter 155 and City Code Chapter 51 requires permits for sanitary sewer connections, and

**WHEREAS**, the fee charged for applications and permits be set to insure the recovery of city costs associated with the inspections, review, and issuance of permits or approval of applications.

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

1. Fees shall be amended and established as follows:

- 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
- Minor Subdivision - \$100
- Sanitary Sewer Connection - \$50

2. This resolution shall be effective upon passage of this resolution.

Approved this 13th day of January, 2025

(SEAL)

CITY OF WORTHINGTON

\_\_\_\_\_  
Mayor

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

**ORDINANCE NO. \_\_\_\_\_****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.****The City Council of the City of Worthington, Do Ordain:****Section I.**

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

That part of the W1/2NW1/4 of Section 14, Township 102N, Range 40W, Nobles County, Minnesota, described as follows: Beginning at the northwest corner of said Section 14; thence on an assumed bearing of south 89°55'59" east, along the north line of said Section, a distance of 1,152.83 feet; thence south 00°11'09" east, a distance of 2,639.30 feet to the East-West Quarter line of said Section; thence south 89°30'06" west, along said East-West Quarter line, a distance of 1,152.83 feet to the West Quarter corner of said Section; thence north 00°11'09" west, along the west line of said Section, a distance of 2,650.67 feet to the Point of Beginning. Except those lands already in the City of Worthington, Nobles County, Minnesota.

**Section II.**

The area petitioned for annexation is 70.00 acres unplatted, abuts the City's northerly boundary, is located in the Township of Worthington, and is not included within any other municipality.

**Section III.**

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

**Section IV.**

All of the annexation area is or is about to become urban or suburban in character and is less than 120 acres. None of the annexation area is presently served by municipal facilities or services.

**Section V.**

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

**Section VI.**

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

**Section VII.**

Written notice of the public hearing on the annexation petition was given as required by Minnesota Statutes 414.033, Subdivision 2b. A public hearing on the petition and this proposed ordinance was held on October 1, 224 at Worthington City Hall, 303 9th Street, Worthington, Minnesota.

**Section VIII.**

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

**Section IX.**

Pursuant to Title XV, Section 155.026(G) of the City of Worthington City Code, the property shall be zoned 'TZ' Transition Zone.

**Section X.**

The City of Worthington, pursuant to Minnesota Statutes § 414.036, that with respect to the property taxes payable on the area legally described in Section I, hereby annexed, shall make a cash payment to the Town of Lorain in accordance with the following schedule:

- A. In the first year following the year in which the City of Worthington could first levy on the annexed area, an amount equal to \$410.17; and
- B. In the second year, and amount equal to \$410.17.

**Section XI.**

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

**Section XII.**

This ordinance shall be in full force and effect and final upon the date this Ordinance is approved by the Office of Administrative Hearings.

Passed and adopted by the City Council of the City of Worthington, this 13<sup>th</sup> day of January, 2025.



(SEAL)

---

Rick Von Holdt, Mayor

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

PACKET: 05338 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
-----								
M00512		MEDSURETY LLC		D 12/31/2024			002438	35.00

* * 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	35.00	35.00
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:	 1	 0.00	 35.00	 35.00

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
ADRIAN HARDWARE	1/03/25	SHARPEN CHAINS	RECREATION	TREE REMOVAL	<u>134.00</u>
				TOTAL:	134.00
AMARIL UNIFORM COMPANY	1/03/25	LOGAN BUBBA COATS	ELECTRIC	O-DISTR MISC	<u>748.64</u>
				TOTAL:	748.64
ARTISAN BEER COMPANY	1/03/25	BEER	LIQUOR	NON-DEPARTMENTAL	<u>525.30</u>
				TOTAL:	525.30
BEVERAGE WHOLESALERS INC	1/03/25	BEER	LIQUOR	NON-DEPARTMENTAL	<u>291.90</u>
				TOTAL:	291.90
BREAKTHRU BEVERAGE MINNESOTA BEER LLC	1/03/25	MIX	LIQUOR	NON-DEPARTMENTAL	29.35
	1/03/25	BEER	LIQUOR	NON-DEPARTMENTAL	142.50
	1/03/25	LIQUOR	LIQUOR	NON-DEPARTMENTAL	4,466.57
	1/03/25	WINE	LIQUOR	NON-DEPARTMENTAL	936.00
	1/03/25	LIQUOR	LIQUOR	NON-DEPARTMENTAL	493.74
	1/03/25	MIX	LIQUOR	NON-DEPARTMENTAL	58.70
	1/03/25	LIQUOR	LIQUOR	NON-DEPARTMENTAL	10,706.70
	1/03/25	WINE	LIQUOR	NON-DEPARTMENTAL	3,536.00
	1/03/25	MIX	LIQUOR	NON-DEPARTMENTAL	120.00
	1/03/25	WINE	LIQUOR	NON-DEPARTMENTAL	72.00
	1/03/25	WINE	LIQUOR	NON-DEPARTMENTAL	336.00
	1/03/25	FREIGHT	LIQUOR	O-SOURCE MISC	59.66
	1/03/25	FREIGHT	LIQUOR	O-SOURCE MISC	16.65
	1/03/25	FREIGHT	LIQUOR	O-SOURCE MISC	2.48
	1/03/25	FREIGHT	LIQUOR	O-SOURCE MISC	174.05
	1/03/25	FREIGHT	LIQUOR	O-SOURCE MISC	66.60
	1/03/25	FREIGHT	LIQUOR	O-SOURCE MISC	5.55
	1/03/25	FREIGHT	LIQUOR	O-SOURCE MISC	<u>5.55</u>
				TOTAL:	21,228.10
COOPERATIVE ENERGY CO- ACCT # 5910807	1/03/25	LIGHTING RETROFIT REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	<u>486.00</u>
				TOTAL:	486.00
CULLIGAN OF WORTHINGTON	1/03/25	MONTHLY SERVICE	ELECTRIC	ACCTS-RECORDS & COLLEC	<u>50.89</u>
				TOTAL:	50.89
DGR ENGINEERING	1/03/25	PROFESSIONAL SERVICES GEN	ELECTRIC	O-SOURCE MISC	120.50
	1/03/25	PROFESSIONAL SERVICES SCAD	ELECTRIC	O-DISTR STATION EXPENS	190.50
	1/03/25	PRO SERVICES SUBSTATION #3	ELECTRIC	FA DISTR STATION EQUIP	<u>429.00</u>
				TOTAL:	740.00
DITCH WITCH UNDERCON	1/03/25	PUSHER REPAIR DW SD	ELECTRIC	O-DISTR SUPER & ENG	<u>1,357.72</u>
				TOTAL:	1,357.72
DUBOIS CHEMICALS INC	1/03/25	SODA ASH	INDUSTRIAL WASTEWA	O-PURIFY MISC	<u>11,994.16</u>
				TOTAL:	11,994.16
ECHO GROUP INC	1/03/25	WELL 26 PUMP WIRE HEAT SHR	WATER	M-SOURCE WELLS & SPRNG	56.23
	1/03/25	TEST LEADS	ELECTRIC	O-DISTR MISC	63.61
	1/03/25	CABLE TIES	ELECTRIC	M-DISTR UNDERGRND LINE	18.18
	1/03/25	LED FIXTURES STORAGE SHED	ELECTRIC	M-DISTR ST LITE & SIG	<u>208.38</u>
				TOTAL:	346.40
GRAINGER	1/03/25	TIRE PRESSURE GAUGES	WATER	O-DIST UNDERGRND LINES	32.49

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	1/03/25	CURBSTOP LOCATORS	WATER	M-TRANS MAINS	<u>1,771.30</u>
				TOTAL:	1,803.79
GREAT RIVER ENERGY	1/03/25	MONTHLY SERVICES	ELECTRIC	O-DISTR UNDERGRND LINE	<u>885.75</u>
				TOTAL:	885.75
HAWKINS INC	1/03/25	1495LB CHLORINE & CHEMICAL WATER		O-PURIFY	1,543.90
	1/03/25	2-BREAK TANKS (FLUORIDE SY WATER		FA PURIFY EQUIPMENT	<u>590.00</u>
				TOTAL:	2,133.90
HOPE HAVEN INC	1/03/25	CLEANING NOVEMBER	GENERAL FUND	CENTER FOR ACTIVE LIVI	<u>541.67</u>
				TOTAL:	541.67
JANITOR'S CLOSET	1/03/25	FLOOR SCRUBBER PADS	RECREATION	FIELD HOUSE	73.77
	1/03/25	TOLIET PAPER	RECREATION	FIELD HOUSE	<u>215.58</u>
				TOTAL:	289.35
JOHNSON BROTHERS LIQUOR CO	1/03/25	LIQUOR	LIQUOR	NON-DEPARTMENTAL	11,085.60
	1/03/25	WINE	LIQUOR	NON-DEPARTMENTAL	5,203.72
	1/03/25	MIX	LIQUOR	NON-DEPARTMENTAL	48.00
	1/03/25	FREIGHT	LIQUOR	O-SOURCE MISC	135.30
	1/03/25	FREIGHT	LIQUOR	O-SOURCE MISC	<u>163.03</u>
				TOTAL:	16,635.65
LARAWAY ROOFING, INC.	1/03/25	RETAINAGE RELEASE FINAL PA AIRPORT		NON-DEPARTMENTAL	<u>10,652.10</u>
				TOTAL:	10,652.10
MC GLASS & KEY INC	1/03/25	DUPLICATE KEYS	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	<u>55.00</u>
				TOTAL:	55.00
MCCUEN CONSTRUCTION INC	1/03/25	RETAINAGE RELEASE	WATER	NON-DEPARTMENTAL	<u>9,305.08</u>
				TOTAL:	9,305.08
MEDIACOM	1/03/25	MONTHLY SERVICE	GENERAL FUND	PAVED STREETS	188.51
	1/03/25	MONTHLY SERVICE	RECREATION	PARK AREAS	<u>188.50</u>
				TOTAL:	377.01
MISCELLANEOUS V WORTHINGTON TSADKAME	1/03/25	LIGHTING RETROFIT REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	<u>346.68</u>
				TOTAL:	346.68
MISSOURI RIVER ENERGY SERVICES	1/03/25	RESOURCE ACTION PROGRAM	ELECTRIC	ACCTS-INFO & INSTR ADV	<u>340.30</u>
				TOTAL:	340.30
NAGELL APPRAISAL & CONSULTING	1/03/25	INDUSTRIAL REDEVELOPMENT	GENERAL FUND	ECONOMIC DEVELOPMENT	<u>1,800.00</u>
				TOTAL:	1,800.00
ONE OFFICE SOLUTION-WOUTIL	1/03/25	MISC SUPPLIES	WATER	ACCTS-RECORDS & COLLEC	3.47
	1/03/25	SERVICE AGREEMENT	WATER	ACCTS-RECORDS & COLLEC	43.64
	1/03/25	MISC SUPPLIES	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	3.47
	1/03/25	SERVICE AGREEMENT	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	43.63
	1/03/25	MISC SUPPLIES	ELECTRIC	ACCTS-RECORDS & COLLEC	6.93
	1/03/25	SERVICE AGREEMENT	ELECTRIC	ACCTS-RECORDS & COLLEC	<u>87.27</u>
				TOTAL:	188.41
PELLEGRINO FIRE EXTINGUISHER SALES	1/03/25	FIRE EXTINGUISHER CERTIFIC	WATER	O-DISTR MISC	<u>276.00</u>
				TOTAL:	276.00

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
PHILLIPS WINE & SPIRITS INC	1/03/25	LIQUOR	LIQUOR	NON-DEPARTMENTAL	16,044.76
	1/03/25	WINE	LIQUOR	NON-DEPARTMENTAL	1,096.99
	1/03/25	MIX	LIQUOR	NON-DEPARTMENTAL	86.31
	1/03/25	LIQUOR	LIQUOR	NON-DEPARTMENTAL	80.00
	1/03/25	FREIGHT	LIQUOR	O-SOURCE MISC	256.99
	1/03/25	FREIGHT	LIQUOR	O-SOURCE MISC	<u>48.51</u>
				TOTAL:	17,613.56
R&R SPECIALTIES OF WISCONSIN INC	1/03/25	ZAMBONI SERVICE	RECREATION	ICE ARENA	<u>541.25</u>
				TOTAL:	541.25
RUNNINGS SUPPLY INC-ACCT#9502440	1/03/25	WTP- LIGHT BULB REPLACEMEN	WATER	M-PURIFY STRUCTURES	13.49
	1/03/25	WTP ISOLATION VALVE SUPPLI	WATER	M-PURIFY EQUIPMENT	16.93
	1/03/25	BINDERS AND CHAINS FOR EQU	ELECTRIC	O-DISTR SUPER & ENG	349.95
	1/03/25	SOCKETS-KNIFE	ELECTRIC	O-DISTR MISC	64.31
	1/03/25	RAT POISON	ELECTRIC	O-DISTR MISC	69.99
	1/03/25	CHAINSAW BAR OIL	ELECTRIC	O-DISTR MISC	<u>25.49</u>
				TOTAL:	540.16
SCHUETT AUTO BODY LLC	1/03/25	GRIMMIUS UNMARKED PAYMENT	SAFETY PROMO/LOSS	HEALTH/SAFETY/FITNESS	<u>16,047.26</u>
				TOTAL:	16,047.26
SCHWALBACH ACE 5930	1/03/25	LIGHTING RETROFIT REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	<u>359.64</u>
				TOTAL:	359.64
SCHWALBACH ACE #6067	1/03/25	SAMPLE SHIPPING	WATER	O-PURIFY MISC	17.02
	1/03/25	SAMPLE SHIPPING	WATER	O-PURIFY MISC	19.98
	1/03/25	LP TANK EXCHANGE	ELECTRIC	M-DISTR UNDERGRND LINE	<u>47.98</u>
				TOTAL:	84.98
SOUTHERN GLAZER'S WINE AND SPIRITS LL	1/03/25	LIQUOR	LIQUOR	NON-DEPARTMENTAL	14,018.51
	1/03/25	MIX	LIQUOR	NON-DEPARTMENTAL	40.50
	1/03/25	WINE	LIQUOR	NON-DEPARTMENTAL	2,149.68
	1/03/25	FREIGHT	LIQUOR	O-SOURCE MISC	255.07
	1/03/25	FREIGHT	LIQUOR	O-SOURCE MISC	0.31
	1/03/25	FREIGHT	LIQUOR	O-SOURCE MISC	<u>43.78</u>
				TOTAL:	16,507.85
SRF CONSULTING GROUP INC	1/03/25	COMPREHENSIVE PLAN UPDATE	GENERAL FUND	ECONOMIC DEVELOPMENT	<u>3,007.93</u>
				TOTAL:	3,007.93
ST MARYS CHURCH	1/03/25	LIGHTING RETROFIT REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	<u>809.66</u>
				TOTAL:	809.66
TRACTOR SUPPLY CREDIT PLAN	1/03/25	LP REFILL	WATER	M-TRANS MAINS	58.66
	1/03/25	LP REFILL	WATER	M-TRANS MAINS	<u>48.17</u>
				TOTAL:	106.83
TRI-STATE RENTAL CENTER	1/03/25	LIQUID CARBON DIOXIDE -FRE	WATER	O-DIST UNDERGRND LINES	<u>57.00</u>
				TOTAL:	57.00
VERIZON WIRELESS	1/03/25	MONTHLY SERVICE	GENERAL FUND	ADMINISTRATION	40.44
	1/03/25	MONTHLY SERVICE	GENERAL FUND	ENGINEERING ADMIN	136.32
	1/03/25	MONTHLY SERVICE	GENERAL FUND	ENGINEERING ADMIN	210.91
	1/03/25	MONTHLY SERVICE	GENERAL FUND	PAVED STREETS	126.32
	1/03/25	MONTHLY SERVICE	RECREATION	FIELD HOUSE	192.92

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	1/03/25	MONTHLY SERVICE	RECREATION	PARK AREAS	80.88
	1/03/25	MONTHLY SERVICE	RECREATION	OLSON PARK CAMPGROUND	40.44
	1/03/25	MONTHLY SERVICE	DATA PROCESSING	DATA PROCESSING	<u>45.44</u>
				TOTAL:	873.67
VINOCOPIA INC	1/03/25	LIQUOR	LIQUOR	NON-DEPARTMENTAL	<u>225.00</u>
				TOTAL:	225.00
WINE MERCHANTS	1/03/25	FREIGHT	LIQUOR	O-SOURCE MISC	<u>0.33</u>
				TOTAL:	0.33
WORTHINGTON ELECTRIC INC	1/03/25	LIGHT REPAIR	RECREATION	ICE ARENA	483.39
	1/03/25	CONTRACTOR INSTALL INCENTI	ELECTRIC	CUSTOMER INSTALL EXPEN	<u>200.00</u>
				TOTAL:	683.39
WORTHINGTON ISD 518	1/03/25	LIGHTING RETROFIT REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	<u>649.34</u>
				TOTAL:	649.34
ZEP SALES & SERVICE-ACUITY SPECIALTY P	1/03/25	ROLL TOWELS	ELECTRIC	O-DISTR MISC	<u>224.75</u>
				TOTAL:	224.75

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

101	GENERAL FUND	6,052.10
202	MEMORIAL AUDITORIUM	55.00
229	RECREATION	1,950.73
601	WATER	13,853.36
602	MUNICIPAL WASTEWATER	47.10
604	ELECTRIC	8,141.46
605	INDUSTRIAL WASTEWATER	11,994.16
609	LIQUOR	73,027.69
612	AIRPORT	10,652.10
702	DATA PROCESSING	45.44
703	SAFETY PROMO/LOSS CTRL	16,047.26
-----		
	GRAND TOTAL:	141,866.40
-----		

PACKET: 05330 49ER INS DUE JAN 3, 2025  
VENDOR SET: 01 CITY OF WORTHINGTON \*\*\*\*\* CHECK LISTING \*\*\*\*\*  
BANK: 1 FIRST STATE BANK SOUTHWES

VENDOR	I.D.	NAME	CHECK	CHECK	DISCOUNT	AMOUNT	CHECK	CHECK
			TYPE	DATE			NO#	AMOUNT
I00040		IUOE LOCAL 49 FRINGE BENEFIT FUR		1/03/2025			125709	36,875.00
L00038		LAW ENFORCEMENT LABOR SERVICES R		1/03/2025			125710	356.66
M00159		MINNESOTA CHILD SUPPORT PAYMENTR		1/03/2025			125711	139.82

* * B A N K T O T A L S * *		NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:		3	0.00	37,371.48	37,371.48
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:		3	0.00	37,371.48	37,371.48

PACKET: 05330 49ER INS DUE JAN 3, 2025  
VENDOR SET: 01 CITY OF WORTHINGTON \*\*\*\* CHECK LISTING \*\*\*\*  
BANK: 1 FIRST STATE BANK SOUTHWES

\*\* POSTING PERIOD RECAP \*\*

FUND	PERIOD	AMOUNT
-----		
101	1/2025	11,163.72CR
229	1/2025	3,725.87CR
401	1/2025	379.28CR
601	1/2025	7,384.22CR
602	1/2025	10,191.33CR
606	1/2025	4,286.40CR
612	1/2025	240.66CR
=====		
ALL		37,371.48CR

TOTAL ERRORS: 0 TOTAL WARNINGS: 0



PACKET: 05345 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
-----								
M00512		MEDSURETY LLC	D	1/02/2025			002439	318.30

* * 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	318.30	318.30
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	318.30	318.30

PACKET: 05344 PAYROLL 01/03/2025 - 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		1/08/2025			002440	8,138.53
E00088		EFTPS	D	1/08/2025			002441	74,024.70
M00512		MEDSURETY LLC	D	1/08/2025			002442	14,602.11
M00309		MINNESOTA STATE RETIREMENT SYSTD		1/08/2025			002443	2,520.00
P00039		PUBLIC EMPLOYEES RETIREMENT ASSD		1/08/2025			002444	64,571.09
S00202		STATE OF MINNESOTA DEPT OF REVED		1/08/2025			002445	15,570.27

* * 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	179,426.70	179,426.70
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	179,426.70	179,426.70

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
ABBOTT, ROBINSON & ASSOCIATES	1/10/25	PLAN REVIEW	GENERAL FUND	ECONOMIC DEVELOPMENT	437.50
	1/10/25	PLAN REVIEW	GENERAL FUND	ECONOMIC DEVELOPMENT	<u>1,250.00</u>
				TOTAL:	1,687.50
ALLEGiant UTILITY SERVICES LLC	1/10/25	WATER METER INSTALLATIONS	WATER	FA DISTR METERS	<u>4,453.29</u>
				TOTAL:	4,453.29
AMERICAN PUBLIC WORKS ASSOC	1/10/25	MEMBERSHIP 2025	GENERAL FUND	ENGINEERING ADMIN	<u>297.50</u>
				TOTAL:	297.50
ANDERSON, CINDY	1/10/25	HISTORY OF MUSIC 4TH QTR	GENERAL FUND	CENTER FOR ACTIVE LIVI	<u>600.00</u>
				TOTAL:	600.00
ARNOLD MOTOR SUPPLY LLP	1/10/25	EQUIPMENT MAINTENANCE PART	ELECTRIC	O-DISTR SUPER & ENG	207.03
	1/10/25	MISCELLANEOUS SUPPLIES	ELECTRIC	O-DISTR SUPER & ENG	<u>99.20</u>
				TOTAL:	306.23
ARTISAN BEER COMPANY	1/10/25	BEER	LIQUOR	NON-DEPARTMENTAL	654.00
	1/10/25	THC	LIQUOR	NON-DEPARTMENTAL	96.90
	1/10/25	BEER	LIQUOR	NON-DEPARTMENTAL	<u>222.65</u>
				TOTAL:	973.55
ATLANTIC BOTTLING COMPANY	1/10/25	CREDIT PAID TWICE	LIQUOR	NON-DEPARTMENTAL	13.20-
	1/10/25	MIX	LIQUOR	NON-DEPARTMENTAL	<u>346.00</u>
				TOTAL:	332.80
MN BUREAU OF CRIMINAL APPREHENSION	1/10/25	DMT RECERT WALKER	GENERAL FUND	POLICE ADMINISTRATION	<u>75.00</u>
				TOTAL:	75.00
BELLBOY CORPORATION	1/10/25	MIX	LIQUOR	NON-DEPARTMENTAL	362.85
	1/10/25	LIQUOR	LIQUOR	NON-DEPARTMENTAL	5,060.98
	1/10/25	THC	LIQUOR	NON-DEPARTMENTAL	892.00
	1/10/25	FREIGHT	LIQUOR	O-SOURCE MISC	7.69
	1/10/25	FREIGHT	LIQUOR	O-SOURCE MISC	114.50
	1/10/25	SUPPLIES	LIQUOR	O-GEN MISC	<u>103.75</u>
				TOTAL:	6,541.77
BEVERAGE WHOLESALERS INC	1/10/25	BEER	LIQUOR	NON-DEPARTMENTAL	9,464.83
	1/10/25	BEER	LIQUOR	NON-DEPARTMENTAL	11,295.11
	1/10/25	BEER	LIQUOR	NON-DEPARTMENTAL	<u>14,638.90</u>
				TOTAL:	35,398.84
BLUEPEAK	1/10/25	MONTHLY SERVICE	GENERAL FUND	FIRE ADMINISTRATION	94.99
	1/10/25	MONTHLY SERVICE	GENERAL FUND	CENTER FOR ACTIVE LIVI	142.97
	1/10/25	MONTHLY SERVICE	RECREATION	FIELD HOUSE	48.22
	1/10/25	MONTHLY SERVICE	RECREATION	ICE ARENA	<u>266.11</u>
				TOTAL:	552.29
BOB'S PIANO SERVICE INC	1/10/25	CONCERT WORK	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	<u>175.00</u>
				TOTAL:	175.00
BOLTON & MENK INC	1/10/25	SERVICE ROAD SERVICE DRIVE	IMPROVEMENT CONST	SERVICE ROAD/DRIVE IMP	17,175.50
	1/10/25	LAND SURVEY SERVICES	IMPROVEMENT CONST	RAY DRIVE N EXTENSION	625.00
	1/10/25	3RD AVE AND 4TH AVE RECON	IMPROVEMENT CONST	3RD & 4TH AVE-9TH TO 1	2,988.00
	1/10/25	EAST OKABENA LAKE TRAIL	IMPROVEMENT CONST	E OKABENA LAKE TRAIL	52,693.80
	1/10/25	LAND SURVEY SERVICES	IMPROVEMENT CONST	FLOWER LANE ALLEY RECO	625.00

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	1/10/25	59 UTILITY REPLACEMENT	IMPROVEMENT CONST	US 59/60 TURN BACK	1,443.00
	1/10/25	WWTF FACILITY IMPROVEMENTS	MUNICIPAL WASTEWAT	FA PURIFY STRUCTURES	9,451.10
	1/10/25	AIRPORT TERMINAL BUILDING	AIRPORT	PROJECT #2	1,400.00
	1/10/25	AIRPORT MASTER PLAN	AIRPORT	PROJECT #4	4,150.00
	1/10/25	150"X50' MULTI BAY HANGER	AIRPORT	PROJECT #5	<u>3,750.00</u>
				TOTAL:	94,301.40
BOND TRUST SERVICES CORP	1/10/25	2010A GO PIR BOND	PIR SERIES 2010A	GO PIR SERIES 2010A	575.00
	1/10/25	2012A GO PIR BOND	PIR SERIES 2012A	GO PIR SERIES 2012A	<u>100.00</u>
				TOTAL:	675.00
CAPITAL ONE	1/10/25	PIANO NIGHT GROCERIES	GENERAL FUND	CENTER FOR ACTIVE LIVI	51.73
	1/10/25	NEW VACUUM	GENERAL FUND	CENTER FOR ACTIVE LIVI	<u>279.00</u>
				TOTAL:	330.73
CENTRAL SALT LLC	1/10/25	SALT	GENERAL FUND	ICE AND SNOW REMOVAL	7,058.72
	1/10/25	SALT	GENERAL FUND	ICE AND SNOW REMOVAL	<u>3,659.43</u>
				TOTAL:	10,718.15
CINTAS CORP	1/10/25	MATS	GENERAL FUND	GENERAL GOVT BUILDINGS	<u>52.00</u>
				TOTAL:	52.00
CITIZEN PUBLISHING CO INC	1/10/25	MARKETING ADVERTISING	RECREATION	FIELD HOUSE	696.90
	1/10/25	SHOPPER AD	LIQUOR	O-GEN MISC	99.90
	1/10/25	SEO DIGITAL	LIQUOR	O-GEN MISC	<u>12.00</u>
				TOTAL:	808.80
CITY LAUNDERING CO	1/10/25	MOPS AND MATS	LIQUOR	O-GEN MISC	61.00
	1/10/25	MOPS AND MATS	LIQUOR	O-GEN MISC	<u>64.83</u>
				TOTAL:	125.83
CLARK-VINROOT PROPERTIES	1/10/25	THOMPSON TI #18 SEMI ANNUA	HOTEL THOMPSON TIF	MISC HOUSING DEVELOPME	<u>12,472.17</u>
				TOTAL:	12,472.17
COALITION OF GREATER MINNESOTA CITIES	1/10/25	CGMC 2024-2025 MEMBERSHIP	GENERAL FUND	OTHER GEN GOVT MISC	<u>31,313.00</u>
				TOTAL:	31,313.00
COLUMN SOFTWARE PBC	1/10/25	NOTICE OF HEARING OXFORD	GENERAL FUND	ENGINEERING ADMIN	105.22
	1/10/25	NOTICE HEARING ON NINTH	GENERAL FUND	ENGINEERING ADMIN	<u>88.84</u>
				TOTAL:	194.06
COMPUTER LODGE LLC	1/10/25	OFFICE SOFTWARE	GENERAL FUND	PAVED STREETS	<u>108.00</u>
				TOTAL:	108.00
COOPERATIVE ENERGY CO- ACCT # 5910807	1/10/25	LIQUID PROPANE FOR RENTAL	RECREATION	ICE ARENA	24.30
	1/10/25	PROPANE BOTTLE	RECREATION	ICE ARENA	24.30
	1/10/25	PROPANE BOTTLE	RECREATION	ICE ARENA	48.60
	1/10/25	FUEL	RECREATION	TREE REMOVAL	<u>16.50</u>
				TOTAL:	113.70
CORE ELECTRIC	1/10/25	SERVICE CALL	GENERAL FUND	CENTER FOR ACTIVE LIVI	<u>4,674.01</u>
				TOTAL:	4,674.01
CRYSTEEL TRUCK EQUIPMENT INC	1/10/25	#411 SENSOR AND CABLE	GENERAL FUND	ICE AND SNOW REMOVAL	<u>499.10</u>
				TOTAL:	499.10

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
CHRIS MICHAEL	1/10/25	RESERVICE RENTAL	RECREATION	ICE ARENA	2,950.00
				TOTAL:	2,950.00
CULLIGAN OF WORTHINGTON	1/10/25	MONTHLY SERVICE	GENERAL FUND	GENERAL GOVT BUILDINGS	66.95
	1/10/25	MONTHLY SERVICE DEC 24	GENERAL FUND	SECURITY CENTER	66.50
	1/10/25	MONTHLY SERVICE DEC 24	GENERAL FUND	SECURITY CENTER	66.50
	1/10/25	MONTHLY SERVICE	GENERAL FUND	PAVED STREETS	20.00
	1/10/25	MONTHLY SERVICE	GENERAL FUND	CENTER FOR ACTIVE LIVI	21.50
	1/10/25	SOFTENER SALT	RECREATION	ICE ARENA	162.50
	1/10/25	MONTHLY SERVICE	RECREATION	PARK AREAS	20.00
	1/10/25	MONTHLY SERVICE	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	20.00
	1/10/25	INDUSTRIAL WASTE WATER EQU	INDUSTRIAL WASTEWA	O-PURIFY MISC	8,395.21
	1/10/25	MONTHLY SERVICE	LIQUOR	O-GEN MISC	28.50
				TOTAL:	8,867.66
CUPERUS JILL	1/10/25	FOLGERS COFFEE AND FILTERS	GENERAL FUND	CENTER FOR ACTIVE LIVI	49.90
				TOTAL:	49.90
CUSTOM GRAPHICS	1/10/25	M WRAP NEW ARMORED TRUCK	GENERAL FUND	POLICE ADMINISTRATION	1,010.00
				TOTAL:	1,010.00
DACOTAH PAPER CO	1/10/25	TOWEL ROLL CREDIT	LIQUOR	O-GEN MISC	171.95-
	1/10/25	BAGS AND THERMAL ROLL	LIQUOR	O-GEN MISC	785.22
	1/10/25	BAGS AND TOWEL ROLLS	LIQUOR	O-GEN MISC	506.23
	1/10/25	TOWEL ROLLS	LIQUOR	O-GEN MISC	124.96
				TOTAL:	1,244.46
DCL AUTO PARTS INC	1/10/25	#401 LUBE CAP	GENERAL FUND	PAVED STREETS	8.00
	1/10/25	SHOP OIL DRY	GENERAL FUND	PAVED STREETS	23.98
	1/10/25	#430 BRAKE CLEAN SOLVENT	GENERAL FUND	PAVED STREETS	189.27
	1/10/25	DEF	GENERAL FUND	PAVED STREETS	1,023.20
	1/10/25	TORO BELT	RECREATION	PARK AREAS	2.98-
	1/10/25	TORO AIR FILTER	RECREATION	PARK AREAS	49.80
	1/10/25	TORO WHEEL SEAL	RECREATION	PARK AREAS	12.59
				TOTAL:	1,303.86
DIAMOND VOGEL, INC	1/10/25	PAINT AND SUPPLIES	GENERAL FUND	CENTER FOR ACTIVE LIVI	2,001.59
	1/10/25	TABLE PAINT	RECREATION	PARK AREAS	306.52
				TOTAL:	2,308.11
DOLL DISTRIBUTING LLC	1/10/25	BEER	LIQUOR	NON-DEPARTMENTAL	10,920.95
	1/10/25	BEER	LIQUOR	NON-DEPARTMENTAL	6,267.30
	1/10/25	BEER	LIQUOR	NON-DEPARTMENTAL	149.00
	1/10/25	BEER	LIQUOR	NON-DEPARTMENTAL	7,694.45
	1/10/25	BEER	LIQUOR	NON-DEPARTMENTAL	3,104.50
				TOTAL:	28,136.20
DUBOIS CHEMICALS INC	1/10/25	SODA ASH	INDUSTRIAL WASTEWA	O-PURIFY MISC	12,018.11
				TOTAL:	12,018.11
FASTENAL COMPANY	1/10/25	NUTS AND BOLTS	GENERAL FUND	SIGNS AND SIGNALS	18.22
	1/10/25	SAFETY GLASSES	RECREATION	PARK AREAS	4.92
				TOTAL:	23.14
GOPHER STAGE LIGHTING INC	1/10/25	DANCE FLOOR TAPE	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	340.43
				TOTAL:	340.43

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
GOPHER STATE ONE CALL	1/10/25	MONTHLY LOCATE SERVICE	WATER	O-DISTR MISC	10.46
	1/10/25	MONTHLY LOCATE SERVICE	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	10.46
	1/10/25	MONTHLY LOCATE SERVICE	ELECTRIC	O-DISTR MISC	<u>20.93</u>
	TOTAL:				41.85
HEARTLAND TIRE INC	1/10/25	SQUAD #24-32 TIRES	GENERAL FUND	POLICE ADMINISTRATION	740.00
	1/10/25	SQUAD #24-32 TIRES	GENERAL FUND	POLICE ADMINISTRATION	100.00
	1/10/25	MOWER TIRE	RECREATION	PARK AREAS	4.32
	1/10/25	MOWER TIRE	RECREATION	PARK AREAS	32.00
	1/10/25	NEW TOOLCAT TIRES	RECREATION	PARK AREAS	744.00
	1/10/25	OLD TOOLCAT TIRES	RECREATION	PARK AREAS	340.00
	1/10/25	TIRES TORO MOWERS	RECREATION	PARK AREAS	870.52
	1/10/25	#505 TIRES	RECREATION	PARK AREAS	740.00
	1/10/25	#505 TIRES	RECREATION	PARK AREAS	100.00
	1/10/25	#407 TIRES	STORM WATER MANAGE	STORM DRAINAGE	2,513.92
	1/10/25	#407 TIRES	STORM WATER MANAGE	STORM DRAINAGE	<u>320.00</u>
	TOTAL:				6,504.76
HOWIES HOCKEY, INC	1/10/25	TAPE TO SELL	RECREATION	ICE ARENA	<u>201.24</u>
	TOTAL:				201.24
HYDRITE CHEMICAL CO.	1/10/25	CHEMICALS	INDUSTRIAL WASTEWA	O-PURIFY MISC	<u>17,287.20</u>
	TOTAL:				17,287.20
ICC CDS LLC	1/10/25	MUNICIPITY CONNECT PHASE 2	GENERAL FUND	ECONOMIC DEVELOPMENT	<u>9,000.00</u>
	TOTAL:				9,000.00
JOHNSON BROTHERS LIQUOR CO	1/10/25	LIQUOR	LIQUOR	NON-DEPARTMENTAL	9,164.71
	1/10/25	WINE	LIQUOR	NON-DEPARTMENTAL	2,205.05
	1/10/25	LIQUOR	LIQUOR	NON-DEPARTMENTAL	6,531.54
	1/10/25	WINE	LIQUOR	NON-DEPARTMENTAL	1,426.70
	1/10/25	THC	LIQUOR	NON-DEPARTMENTAL	166.10
	1/10/25	FREIGHT	LIQUOR	O-SOURCE MISC	103.74
	1/10/25	FREIGHT	LIQUOR	O-SOURCE MISC	68.31
	1/10/25	FREIGHT	LIQUOR	O-SOURCE MISC	52.47
	1/10/25	FREIGHT	LIQUOR	O-SOURCE MISC	<u>29.21</u>
	TOTAL:				19,747.83
JSA SERVICES INC	1/10/25	TOWELS	RECREATION	PARK AREAS	<u>93.60</u>
	TOTAL:				93.60
KRIS ENGINEERING INC	1/10/25	SNO SHOCK BLADE	GENERAL FUND	ICE AND SNOW REMOVAL	<u>20,005.76</u>
	TOTAL:				20,005.76
LAMPERTS YARDS INC-2600013	1/10/25	OUTDOOR RINK	GENERAL FUND	PAVED STREETS	18.70
	1/10/25	TABLE BOARDS	RECREATION	PARK AREAS	<u>225.80</u>
	TOTAL:				244.50
LEAGUE OF MN CITIES	1/10/25	MEMBERSHIP DUES 2025	GENERAL FUND	OTHER GEN GOVT MISC	<u>14,734.00</u>
	TOTAL:				14,734.00
LEWIS & CLARK REGIONAL WATER SYSTEM IN	1/10/25	CAPACITY CHARGE	WATER	O-SOURCE MISC	37,775.36
	1/10/25	WATER RATE	WATER	O-SOURCE MISC	<u>34,383.00</u>
	TOTAL:				72,158.36
LOCATORS & SUPPLIES INC	1/10/25	JACKETS WITH LOGO	GENERAL FUND	ENGINEERING ADMIN	621.12

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
				TOTAL:	621.12
LOWE'S SHEET METAL INC	1/10/25	WATER HEATER SERVICE CALL	GENERAL FUND	CENTER FOR ACTIVE LIVI	373.46
				TOTAL:	373.46
MICK'S REPAIR	1/10/25	SQUAD #24-33 OIL CHANGE	GENERAL FUND	POLICE ADMINISTRATION	48.45
	1/10/25	SQUAD #24-33 OIL CHANGE	GENERAL FUND	POLICE ADMINISTRATION	9.69
	1/10/25	SQUAD #24-32 AIR FILTER	GENERAL FUND	POLICE ADMINISTRATION	77.79
	1/10/25	SQUAD #24-32 AIR FILTER	GENERAL FUND	POLICE ADMINISTRATION	10.57
	1/10/25	SQUAD #23-28 OIL CHANGE	GENERAL FUND	POLICE ADMINISTRATION	845.05
	1/10/25	SQUAD #23-28 OIL CHANGE	GENERAL FUND	POLICE ADMINISTRATION	342.59
	1/10/25	SQUAD #24-30 OIL CHANGE	GENERAL FUND	POLICE ADMINISTRATION	44.45
	1/10/25	SQUAD #24-30 OIL CHANGE	GENERAL FUND	POLICE ADMINISTRATION	9.57
	1/10/25	SQUAD #22-29 OIL CHANGE	GENERAL FUND	POLICE ADMINISTRATION	35.45
	1/10/25	SQUAD #22-29 OIL CHANGE	GENERAL FUND	POLICE ADMINISTRATION	9.30
	1/10/25	SQUAD #17-46 OIL CHANGE	GENERAL FUND	POLICE ADMINISTRATION	35.45
	1/10/25	SQUAD #17-46 OIL CHANGE	GENERAL FUND	POLICE ADMINISTRATION	9.30
	1/10/25	SQUAD #17-31 OIL WATER PUM	GENERAL FUND	POLICE ADMINISTRATION	722.91
	1/10/25	SQUAD #17-31 OIL WATER PUM	GENERAL FUND	POLICE ADMINISTRATION	2,207.30
	1/10/25	SQUAD #24-23 OIL CHANGE	GENERAL FUND	POLICE ADMINISTRATION	44.45
	1/10/25	SQUAD #24-23 OIL CHANGE	GENERAL FUND	POLICE ADMINISTRATION	9.57
	1/10/25	SQUAD #18-37 OIL CHANGE	GENERAL FUND	POLICE ADMINISTRATION	55.45
	1/10/25	SQUAD #18-37 OIL CHANGE	GENERAL FUND	POLICE ADMINISTRATION	14.02
	1/10/25	SQUAD #17-38	GENERAL FUND	POLICE ADMINISTRATION	5.99
	1/10/25	SQUAD #17-38	GENERAL FUND	POLICE ADMINISTRATION	25.93
	1/10/25	2020 RAM OIL CHANGE	RECREATION	SOCCER COMPLEX	48.87
				TOTAL:	4,612.15
MIDWEST ALARM COMPANY INC	1/10/25	ALARM MONITORING	AIRPORT	O-GEN MISC	142.39
				TOTAL:	142.39
MIDWEST BREATHING AIR LLC	1/10/25	BREATHING AIR COMPRESSOR T	GENERAL FUND	FIRE ADMINISTRATION	914.37
				TOTAL:	914.37
MINNESOTA DEPARTMENT OF HEALTH	1/10/25	KOLPIN CLASS C WATER EXAMI	WATER	O-DISTR MISC	32.00
				TOTAL:	32.00
MINNESOTA ENERGY RESOURCES CORP	1/10/25	MONTHLY SERVICE	GENERAL FUND	PAVED STREETS	1,354.12
	1/10/25	MONTHLY SERVICE	GENERAL FUND	PAVED STREETS	137.67
	1/10/25	MONTHLY SERVICE	RECREATION	ICE ARENA	1,416.60
	1/10/25	MONTHLY SERVICE	RECREATION	AQUATIC CENTER FACILIT	127.17
	1/10/25	MONTHLY SERVICE	RECREATION	PARK AREAS	1,354.11
	1/10/25	MONTHLY SERVICE	RECREATION	OLSON PARK CAMPGROUND	217.54
	1/10/25	MONTHLY SERVICE	ECONOMIC DEV AUTHO	TRAINING/TESTING CENTE	1,920.93
	1/10/25	MONTHLY SERVICE	AIRPORT	O-GEN MISC	621.80
	1/10/25	MONTHLY SERVICE	AIRPORT	O-GEN MISC	607.50
				TOTAL:	7,757.44
MINNESOTA VALLEY TESTING LABS INC	1/10/25	CHLORIDE X2, TOTAL HARDNES	MUNICIPAL WASTEWAT	O-PURIFY LABORATORY	184.50
	1/10/25	TOTAL KJELDAHL NITROGEN	MUNICIPAL WASTEWAT	O-PURIFY LABORATORY	99.00
				TOTAL:	283.50
MINNESOTA WEST COMM AND TECH COLLEGE	1/10/25	SENIOR PLANET LECTURES COU	GENERAL FUND	CENTER FOR ACTIVE LIVI	7,425.00
				TOTAL:	7,425.00
MISSOURI RIVER ENERGY SERVICES	1/10/25	AMI METER COUNT FEE DEC 20	WATER	ACCTS-METER READING	798.80

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	1/10/25	AMI METER COUNT FEE DEC 20	WATER	ACCTS-METER READING	50.00
	1/10/25	AMI METER COUNT FEE DEC 20	ELECTRIC	ACCTS-METER READING	1,083.40
	1/10/25	AMI METER COUNT FEE DEC 20	ELECTRIC	ACCTS-METER READING	<u>50.00</u>
				TOTAL:	1,982.20
MORRIS ELECTRONICS INC	1/10/25	END POINT PROTECTION	WATER	ACCTS-RECORDS & COLLEC	51.45
	1/10/25	END POINT PROTECTION	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	51.45
	1/10/25	END POINT PROTECTION	ELECTRIC	ACCTS-RECORDS & COLLEC	<u>102.90</u>
				TOTAL:	205.80
MPCA	1/10/25	MPCA LAB CERTIFICATION 202	MUNICIPAL WASTEWAT	O-PURIFY LABORATORY	<u>2,466.00</u>
				TOTAL:	2,466.00
MTI DISTRIBUTING INC	1/10/25	TORO MOWERS PARTS	RECREATION	PARK AREAS	<u>1,008.30</u>
				TOTAL:	1,008.30
NEW TEC, INC.	1/10/25	KUBOTA PULLEY	RECREATION	PARK AREAS	<u>291.85</u>
				TOTAL:	291.85
NICKEL CHAD	1/10/25	FUEL FOR NEW TRUCK	GENERAL FUND	PAVED STREETS	<u>75.02</u>
				TOTAL:	75.02
NICOLE R KEMPEMA	1/10/25	CLEANING DECEMBER	GENERAL FUND	GENERAL GOVT BUILDINGS	1,650.00
	1/10/25	CLEANING WHS MUSICAL	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	800.97
	1/10/25	CLEANING TDA NUTCRAKER	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	614.89
	1/10/25	CLEANING SHINING FAME	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	404.54
	1/10/25	CLEANING WMS MOVIE	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	161.81
	1/10/25	CLEANING DECEMBER	ECONOMIC DEV AUTHO	TRAINING/TESTING CENTE	<u>1,294.50</u>
				TOTAL:	4,926.71
NOBLES COUNTY ATTORNEY	1/10/25	WPD DWI FORFEITURE #2HGES1	GENERAL FUND	NON-DEPARTMENTAL	<u>213.90</u>
				TOTAL:	213.90
NOBLES COUNTY AUDITOR/TREASURER	1/10/25	BIO SCIENCE INDST PARK	GENERAL FUND	ECONOMIC DEVELOPMENT	45.00
	1/10/25	DECEMBER 2024 LEGAL SERVIC	GENERAL FUND	PROSECUTION	<u>30,760.50</u>
				TOTAL:	30,805.50
NOBLES COUNTY PUBLIC WORKS	1/10/25	SOLID WASTE MANAGEMENT DEC	WASTE MANAGEMENT C	SOLID WASTE/RECYCLE	<u>8,665.92</u>
				TOTAL:	8,665.92
NORTH CENTRAL LABORATORIES	1/10/25	THERMOMETERS	MUNICIPAL WASTEWAT	O-PURIFY LABORATORY	<u>346.02</u>
				TOTAL:	346.02
OKABENA ESTATES	1/10/25	OKABENA ESTATES TI#11 SEMI	OKABENA ESTATES	OKABENA ESTATES	518.16
	1/10/25	OKABENA ESTATES TI#11 SEMI	OKABENA ESTATES	OKABENA ESTATES	2,936.24
	1/10/25	OKABENA ESTATES TI#11 SEMI	OKABENA ESTATES	OKABENA ESTATES	<u>7,856.62</u>
				TOTAL:	11,311.02
OKABENA-CHEDA WATERSHED DISTRICT	1/10/25	2024 STORM WATER PERMITS	GENERAL FUND	CLEAN WATER PARTNER	8,449.20
	1/10/25	2024 CLEAN WATER PART EXPE	STORM WATER MANAGE	STORM DRAINAGE	<u>22,136.58</u>
				TOTAL:	30,585.78
ONE OFFICE SOLUTION-WOCITY	1/10/25	FOLDERS AND BINDERS	GENERAL FUND	ADMINISTRATION	37.56
	1/10/25	MOUSE	GENERAL FUND	CLERK'S OFFICE	53.99-
	1/10/25	MOUSE	GENERAL FUND	CLERK'S OFFICE	48.99-
	1/10/25	MOUSE RETURN	GENERAL FUND	CLERK'S OFFICE	53.99-



VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	1/10/25	CLIPS	GENERAL FUND	CLERK'S OFFICE	1.94
	1/10/25	PENS	GENERAL FUND	ENGINEERING ADMIN	4.41
	1/10/25	SHARPENER	GENERAL FUND	ENGINEERING ADMIN	48.46
	1/10/25	CHAIR, DESK, MAT, PEDESTAL	GENERAL FUND	ENGINEERING ADMIN	919.39
	1/10/25	ORGANIZERS OFFICE SUPPLIES	GENERAL FUND	ENGINEERING ADMIN	36.69
	1/10/25	PENS	GENERAL FUND	ECONOMIC DEVELOPMENT	4.42
	1/10/25	ORGANIZERS OFFICE SUPPLIES	GENERAL FUND	ECONOMIC DEVELOPMENT	<u>36.69</u>
				TOTAL:	932.59
ONE OFFICE SOLUTION-NCLAW	1/10/25	PAPER	GENERAL FUND	SECURITY CENTER	332.28
	1/10/25	PAPER	GENERAL FUND	SECURITY CENTER	332.28
	1/10/25	IMPRINT CARDS	GENERAL FUND	SECURITY CENTER	54.90
	1/10/25	IMPRINT CARDS	GENERAL FUND	SECURITY CENTER	54.90
	1/10/25	MARKER	GENERAL FUND	SECURITY CENTER	1.12
	1/10/25	MARKER	GENERAL FUND	SECURITY CENTER	<u>1.12</u>
				TOTAL:	776.60
ONE OFFICE SOLUTION-WOCITY	1/10/25	GARBAGE BAGS	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	123.14
	1/10/25	SOAP	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	59.02
	1/10/25	COPIER SERVICE	RECREATION	FIELD HOUSE	59.09
	1/10/25	BATTERIES	RECREATION	FIELD HOUSE	27.51
	1/10/25	COPIER SERVICE	LIQUOR	O-GEN MISC	154.93
	1/10/25	COPIER SERVICE	DATA PROCESSING	COPIER/FAX	<u>130.88</u>
				TOTAL:	554.57
ONE OFFICE SOLUTION-WOUTIL	1/10/25	MISC SUPPLIES	WATER	ACCTS-RECORDS & COLLEC	66.66
	1/10/25	MISC SUPPLIES	WATER	ACCTS-RECORDS & COLLEC	33.90
	1/10/25	MISCELLANEOUS SUPPLIES	WATER	ACCTS-RECORDS & COLLEC	12.48
	1/10/25	SERVICE AGREEMENT	WATER	ACCTS-RECORDS & COLLEC	51.05
	1/10/25	OFFICE SUPPLIES	MUNICIPAL WASTEWAT	O-SOURCE SUPERVISION	79.87
	1/10/25	PRINTER CABLE	MUNICIPAL WASTEWAT	O-SOURCE SUPERVISION	31.58
	1/10/25	OFFICE SUPPLIES	MUNICIPAL WASTEWAT	O-SOURCE SUPERVISION	8.06
	1/10/25	MISC SUPPLIES	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	66.66
	1/10/25	MISC SUPPLIES	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	33.90
	1/10/25	MISCELLANEOUS SUPPLIES	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	12.48
	1/10/25	SERVICE AGREEMENT	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	51.05
	1/10/25	PKG TAPE	ELECTRIC	O-DISTR MISC	23.80
	1/10/25	MISC SUPPLIES	ELECTRIC	ACCTS-RECORDS & COLLEC	133.30
	1/10/25	MISC SUPPLIES	ELECTRIC	ACCTS-RECORDS & COLLEC	67.79
	1/10/25	MISCELLANEOUS SUPPLIES	ELECTRIC	ACCTS-RECORDS & COLLEC	3.81
	1/10/25	MISCELLANEOUS SUPPLIES	ELECTRIC	ACCTS-RECORDS & COLLEC	24.96
	1/10/25	SERVICE AGREEMENT	ELECTRIC	ACCTS-RECORDS & COLLEC	<u>102.10</u>
				TOTAL:	803.45
PALMA CUSTOMS & AUTO SALES LLC	1/10/25	TOWING 24-7725 BUICK	GENERAL FUND	POLICE ADMINISTRATION	68.00
	1/10/25	24-7743 TOWING NISSAN	GENERAL FUND	POLICE ADMINISTRATION	68.00
	1/10/25	24-7879 TOWING CAMRY	GENERAL FUND	POLICE ADMINISTRATION	68.00
	1/10/25	24-8071 TOWING COLORADO	GENERAL FUND	POLICE ADMINISTRATION	<u>68.00</u>
				TOTAL:	272.00
PASS PLUMBING INC	1/10/25	CAL SERVICE CALL	GENERAL FUND	CENTER FOR ACTIVE LIVI	<u>425.67</u>
				TOTAL:	425.67
PATCHIN MESSNER APPRAISALS, INC.	1/10/25	SLUMBERLAND APPRAISAL PROP IMPROVEMENT CONST	RAY DRIVE N EXTENSION		<u>4,500.00</u>
				TOTAL:	4,500.00

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
PAUSTIS WINE COMPANY	1/10/25	WINE	LIQUOR	NON-DEPARTMENTAL	2,502.75
	1/10/25	LIQUOR	LIQUOR	NON-DEPARTMENTAL	275.00
	1/10/25	FREIGHT	LIQUOR	O-SOURCE MISC	<u>36.00</u>
	TOTAL:				2,813.75
PEPSI COLA BOTTLING CO OF PIPESTONE, M	1/10/25	MIX	LIQUOR	NON-DEPARTMENTAL	108.50
	1/10/25	MIX	LIQUOR	NON-DEPARTMENTAL	<u>85.00</u>
	TOTAL:				193.50
PHILLIPS WINE & SPIRITS INC	1/10/25	LIQUOR	LIQUOR	NON-DEPARTMENTAL	4,651.47
	1/10/25	WINE	LIQUOR	NON-DEPARTMENTAL	2,717.95
	1/10/25	MIX	LIQUOR	NON-DEPARTMENTAL	161.45
	1/10/25	LIQUOR	LIQUOR	NON-DEPARTMENTAL	540.00
	1/10/25	LIQUOR	LIQUOR	NON-DEPARTMENTAL	6,514.41
	1/10/25	WINE	LIQUOR	NON-DEPARTMENTAL	213.58
	1/10/25	FREIGHT	LIQUOR	O-SOURCE MISC	41.58
	1/10/25	FREIGHT	LIQUOR	O-SOURCE MISC	83.33
	1/10/25	FREIGHT	LIQUOR	O-SOURCE MISC	3.96
	1/10/25	FREIGHT	LIQUOR	O-SOURCE MISC	69.98
	1/10/25	FREIGHT	LIQUOR	O-SOURCE MISC	<u>11.88</u>
	TOTAL:				15,009.59
RADIO WORKS LLC	1/10/25	VIDEO WORK	GENERAL FUND	PERSONNEL & RECRUITMEN	1,090.00
	1/10/25	DECEMBER ADS	GENERAL FUND	CENTER FOR ACTIVE LIVI	200.00
	1/10/25	NOVEMBER ADS	GENERAL FUND	CENTER FOR ACTIVE LIVI	<u>150.00</u>
	TOTAL:				1,440.00
RONS REPAIR INC	1/10/25	#08-51 FULL SERVICE	GENERAL FUND	POLICE ADMINISTRATION	1,284.40
	1/10/25	#08-51 FULL SERVICE	GENERAL FUND	POLICE ADMINISTRATION	<u>1,530.36</u>
	TOTAL:				2,814.76
ROUND LAKE VINEYARDS & WINERY LLC	1/10/25	WINE	LIQUOR	NON-DEPARTMENTAL	900.00
	1/10/25	WINE	LIQUOR	NON-DEPARTMENTAL	1,050.00
	1/10/25	WINE	LIQUOR	NON-DEPARTMENTAL	<u>525.00</u>
	TOTAL:				2,475.00
RUNNINGS SUPPLY INC-ACCT#9502440	1/10/25	CLEANING SUPPLIES	MUNICIPAL WASTEWAT	O-PURIFY MISC	24.94
	1/10/25	BOOTS - ANDREW E	MUNICIPAL WASTEWAT	O-PURIFY MISC	164.95
	1/10/25	BATTERIES FO RUPS, GREASE,	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	50.94
	1/10/25	2" CAMLOCK FITTING FOR ALU	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	<u>19.98</u>
	TOTAL:				260.81
RUNNINGS SUPPLY INC-ACCT#9502485	1/10/25	AIR COMPRESSOR, HOSE REEL	GENERAL FUND	POLICE ADMINISTRATION	812.97
	1/10/25	WASHER FLUID	GENERAL FUND	POLICE ADMINISTRATION	2.99
	1/10/25	WASHER FLUID	GENERAL FUND	POLICE ADMINISTRATION	8.97
	1/10/25	TIRE PRESSURE GAUGE	GENERAL FUND	PAVED STREETS	20.78
	1/10/25	CABLE TIES	GENERAL FUND	PAVED STREETS	9.19
	1/10/25	CAULK GUN ADHESIVE	GENERAL FUND	ICE AND SNOW REMOVAL	84.46
	1/10/25	SHOVEL	RECREATION	PARK AREAS	<u>54.99</u>
	TOTAL:				994.35
SCHAAP SANITATION	1/10/25	MONTHLY SERVICE	GENERAL FUND	GENERAL GOVT BUILDINGS	119.66
	1/10/25	MONTHLY SERVICE	GENERAL FUND	FIRE ADMINISTRATION	69.18
	1/10/25	MONTHLY SERVICE	GENERAL FUND	PAVED STREETS	309.61
	1/10/25	MONTHLY SERVICE	GENERAL FUND	PAVED STREETS	84.35
	1/10/25	MONTHLY SERVICE	GENERAL FUND	CENTER FOR ACTIVE LIVI	201.04

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	1/10/25	MONTHLY SERVICE	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	177.06
	1/10/25	MONTHLY SERVICE	RECREATION	FIELD HOUSE	138.26
	1/10/25	MONTHLY SERVICE	RECREATION	ICE ARENA	240.95
	1/10/25	MONTHLY SERVICE	RECREATION	AQUATIC CENTER FACILIT	318.41
	1/10/25	MONTHLY SERVICE	RECREATION	PARK AREAS	309.61
	1/10/25	MONTHLY SERVICE	RECREATION	PARK AREAS	84.35
	1/10/25	MONTHLY SERVICE	RECREATION	OLSON PARK CAMPGROUND	19.80
	1/10/25	MONTHLY SERVICE	RECREATION	10TH STREET PAVILION	182.16
	1/10/25	MONTHLY SERVICE	WATER	O-DISTR MISC	116.70
	1/10/25	MONTHLY SERVICE	MUNICIPAL WASTEWAT	O-PURIFY MISC	355.53
	1/10/25	MONTHLY SERVICE	ELECTRIC	O-DISTR MISC	153.12
	1/10/25	MONTHLY SERVICE	LIQUOR	O-GEN MISC	279.44
	1/10/25	MONTHLY SERVICE	AIRPORT	O-GEN MISC	106.27
	1/10/25	MONTHLY SERVICE	GARBAGE COLLECTION	SOLID WASTE/RECYCLE	84,014.16
	1/10/25	MONTHLY SERVICE	GARBAGE COLLECTION	SOLID WASTE/RECYCLE	16,817.76
	1/10/25	MONTHLY SERVICE	GARBAGE COLLECTION	SOLID WASTE/RECYCLE	5,397.84
	1/10/25	MONTHLY SERVICE	GARBAGE COLLECTION	SOLID WASTE/RECYCLE	<u>338.37</u>
			TOTAL:		109,156.89
SCHWALBACH #4465	1/10/25	SERVICE CALL SINK	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	<u>1,563.55</u>
			TOTAL:		1,563.55
SCHWALBACH ACE 5930	1/10/25	SHOP HOSE NOZZLE	GENERAL FUND	PAVED STREETS	25.97
	1/10/25	SCREWS	GENERAL FUND	PAVED STREETS	24.99
	1/10/25	AIR FILTERS	GENERAL FUND	CENTER FOR ACTIVE LIVI	34.95
	1/10/25	PUTTY KNIFE AND SPACKLING	GENERAL FUND	CENTER FOR ACTIVE LIVI	12.58
	1/10/25	PITCHING MACHINE PARTS	RECREATION	FIELD HOUSE	66.93
	1/10/25	TAPE MEASURE AND TAPE	RECREATION	FIELD HOUSE	31.97
	1/10/25	BATTERIES PARACORD	RECREATION	FIELD HOUSE	38.57
	1/10/25	PLYWOOD AND BOLTS	RECREATION	ICE ARENA	55.95
	1/10/25	SHOVEL	RECREATION	PARK AREAS	64.99
	1/10/25	SANDING BELTS	RECREATION	PARK AREAS	9.99
	1/10/25	BATTERY SCREWDRIVER	RECREATION	PARK AREAS	20.21
	1/10/25	PARKSIGN WOOD GLUE	RECREATION	PARK AREAS	<u>12.99</u>
			TOTAL:		400.09
SCHWALBACH ACE #6067	1/10/25	COFFEE MAKER	MUNICIPAL WASTEWAT	O-DISTR MISC	<u>70.94</u>
			TOTAL:		70.94
SHINE BROS CORP OF MINN	1/10/25	MATERIAL FOR HOOK ON UNIT	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	<u>9.98</u>
			TOTAL:		9.98
SHORT ELLIOTT HENDRICKSON INC	1/10/25	AIRPORT TERMINAL ROOFING	AIRPORT	PROJECT #2	<u>3,950.00</u>
			TOTAL:		3,950.00
SOUTHERN GLAZER'S WINE AND SPIRITS LL	1/10/25	WINE	LIQUOR	NON-DEPARTMENTAL	45.96
	1/10/25	LIQUOR	LIQUOR	NON-DEPARTMENTAL	5,929.29
	1/10/25	MIX	LIQUOR	NON-DEPARTMENTAL	27.00
	1/10/25	WINE	LIQUOR	NON-DEPARTMENTAL	1,594.45
	1/10/25	LIQUOR	LIQUOR	NON-DEPARTMENTAL	13,765.59
	1/10/25	WINE	LIQUOR	NON-DEPARTMENTAL	953.17
	1/10/25	FREIGHT	LIQUOR	O-SOURCE MISC	67.52
	1/10/25	FREIGHT	LIQUOR	O-SOURCE MISC	1.85
	1/10/25	FREIGHT	LIQUOR	O-SOURCE MISC	53.80
	1/10/25	FREIGHT	LIQUOR	O-SOURCE MISC	167.53
	1/10/25	FREIGHT	LIQUOR	O-SOURCE MISC	20.81

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	1/10/25	FREIGHT	LIQUOR	O-SOURCE MISC	<u>3.70</u>
				TOTAL:	22,538.75
SOUTHWEST MINNESOTA HOUSING PARTNERSHI	1/10/25	NEW CASTLE TOWNHOMES TI#14	NEWCASTLE TOWNHOME	SW MN HOUSING	3,240.64
	1/10/25	NEW CASTLE TOWNHOMES TI#14	NEWCASTLE TOWNHOME	SW MN HOUSING	<u>3,336.67</u>
				TOTAL:	6,577.31
STREICHER'S INC	1/10/25	TRAINING ROUND KIT	GENERAL FUND	POLICE ADMINISTRATION	<u>337.42</u>
				TOTAL:	337.42
STUART C IRBY CO	1/10/25	HV LABLE TAG	ELECTRIC	O-DISTR MISC	<u>243.79</u>
				TOTAL:	243.79
SWIFT AIR INC	1/10/25	SERVICE CALL REPAIR	GENERAL FUND	GENERAL GOVT BUILDINGS	<u>10,076.75</u>
				TOTAL:	10,076.75
T&C TRUCKING LLC	1/10/25	AMORED TRUCK TRANSPORT	GENERAL FUND	POLICE ADMINISTRATION	<u>6,100.00</u>
				TOTAL:	6,100.00
THOMSON REUTERS - WEST	1/10/25	DECEMBER 2024 SUBSCRIPTION	GENERAL FUND	POLICE ADMINISTRATION	<u>322.68</u>
				TOTAL:	322.68
TITAN MACHINERY INC	1/10/25	TOOLCAT	RECREATION	PARK AREAS	<u>75,960.53</u>
				TOTAL:	75,960.53
TRI-STATE RENTAL CENTER	1/10/25	OXYGEN	GENERAL FUND	PAVED STREETS	<u>124.00</u>
				TOTAL:	124.00
U S POSTAL SERVICE (QUADIENT-POC)	1/10/25	POSTAGE MACHINE REFILL	GENERAL FUND	ELECTIONS	36.57
	1/10/25	POSTAGE MACHINE REFILL	GENERAL FUND	CLERK'S OFFICE	99.50
	1/10/25	POSTAGE MACHINE REFILL	GENERAL FUND	ENGINEERING ADMIN	63.46
	1/10/25	POSTAGE MACHINE REFILL	GENERAL FUND	ECONOMIC DEVELOPMENT	275.11
	1/10/25	POSTAGE MACHINE REFILL	GENERAL FUND	FIRE ADMINISTRATION	1.38
	1/10/25	POSTAGE MACHINE REFILL	GENERAL FUND	PAVED STREETS	4.14
	1/10/25	POSTAGE MACHINE REFILL	RECREATION	FIELD HOUSE	0.69
	1/10/25	POSTAGE MACHINE REFILL	RECREATION	PARK AREAS	2.76
	1/10/25	POSTAGE MACHINE REFILL	LIQUOR	O-GEN MISC	0.69
	1/10/25	POSTAGE MACHINE REFILL	DATA PROCESSING	DATA PROCESSING	<u>576.83</u>
				TOTAL:	1,061.13
UDOFOT ENTERPRISES, INC	1/10/25	BEER	LIQUOR	NON-DEPARTMENTAL	<u>450.00</u>
				TOTAL:	450.00
US POSTAL SERVICE	1/10/25	REFILL POSTAGE DUE	ELECTRIC	ADMIN OFFICE SUPPLIES	<u>43.18</u>
				TOTAL:	43.18
VERIZON WIRELESS	1/10/25	MONTHLY CELL PHONE WPD	GENERAL FUND	POLICE ADMINISTRATION	707.88
	1/10/25	MONTHLY LAPTOP	GENERAL FUND	POLICE ADMINISTRATION	824.22
	1/10/25	MONTHLY CELL PHONE SHARED	GENERAL FUND	SECURITY CENTER	41.64
	1/10/25	MONTHLY CELL PHONE SHARED	GENERAL FUND	SECURITY CENTER	41.64
	1/10/25	MONTHLY CELL PHONE ANIMAL	GENERAL FUND	ANIMAL CONTROL ENFORCE	41.93
	1/10/25	MONTHLY LAPTOP	GENERAL FUND	ANIMAL CONTROL ENFORCE	35.01
	1/10/25	MONTHLY CELL PHONE CSO	GENERAL FUND	CODE ENFORCEMENT	41.64
	1/10/25	MONTHLY LAPTOP	GENERAL FUND	CODE ENFORCEMENT	<u>35.01</u>
				TOTAL:	1,768.97

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
VINOCOPIA INC	1/10/25	LIQUOR	LIQUOR	NON-DEPARTMENTAL	1,537.00
	1/10/25	WINE	LIQUOR	NON-DEPARTMENTAL	400.00
	1/10/25	MIX	LIQUOR	NON-DEPARTMENTAL	456.00
	1/10/25	FREIGHT	LIQUOR	O-SOURCE MISC	<u>37.50</u>
				TOTAL:	2,430.50
WINE MERCHANTS	1/10/25	WINE	LIQUOR	NON-DEPARTMENTAL	1,483.74
	1/10/25	FREIGHT	LIQUOR	O-SOURCE MISC	<u>8.91</u>
				TOTAL:	1,492.65
WORTHINGTON GLASS INC	1/10/25	SERVICE CALL DOOR	LIQUOR	O-GEN MISC	<u>3,550.00</u>
				TOTAL:	3,550.00
WORTHINGTON HOTEL GROUP LLC	1/10/25	BLUEPEAK REIMBURSEMENT	EVENT CENTER	EVENT CENTER	132.76
	1/10/25	WPU & MN ENERGY REIMBURSEM	EVENT CENTER	EVENT CENTER	<u>1,437.72</u>
				TOTAL:	1,570.48
YELLOW COMPANY LLC	1/10/25	NORTHLAND MALL REDEVELOP T	NORTHLAND MALL TIF	BUSINESS DEVELOPMENT	<u>70,274.15</u>
				TOTAL:	70,274.15
YMCA	1/10/25	TRISTA, ERIN, ANITA'S TIME	GENERAL FUND	CENTER FOR ACTIVE LIVI	<u>1,250.00</u>
				TOTAL:	1,250.00

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

101	GENERAL FUND	185,477.01
202	MEMORIAL AUDITORIUM	4,420.41
214	EVENT CENTER	1,570.48
229	RECREATION	90,144.91
231	ECONOMIC DEV AUTHORITY	3,215.43
347	PIR SERIES 2010A	575.00
348	PIR SERIES 2012A	100.00
401	IMPROVEMENT CONST	80,050.30
425	OKABENA ESTATES	11,311.02
428	NEWCASTLE TOWNHOMES	6,577.31
434	NORTHLAND MALL TIF #16	70,274.15
436	HOTEL THOMPSON TIF #18	12,472.17
601	WATER	77,835.15
602	MUNICIPAL WASTEWATER	13,609.39
604	ELECTRIC	2,359.31
605	INDUSTRIAL WASTEWATER	37,700.52
606	STORM WATER MANAGEMENT	24,970.50
609	LIQUOR	144,030.48
612	AIRPORT	14,727.96
702	DATA PROCESSING	707.71
873	GARBAGE COLLECTION	105,891.39
878	WASTE MANAGEMENT COLL	8,665.92

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GRAND TOTAL: 896,686.52  
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PACKET: 05349 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
-----								
M00512		MEDSURETY LLC	D	1/09/2025			002446	1,367.59
M00512		MEDSURETY LLC	D	1/09/2025			002447	162.04

* * 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	1,529.63	1,529.63
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	 1,529.63	 1,529.63