

City of South St. Paul

COUNCIL AGENDA

Monday, June 20, 2016

7:15 p.m.

(If you use the hearing assistance PA system, please remove your hearing aid so it does not cause a feedback problem.)

1. CALL TO ORDER:

2. ROLL CALL:

3. INVOCATION:

4. PLEDGE OF ALLEGIANCE:

5. PRESENTATIONS:

6. CITIZEN'S COMMENTS *(Comments are limited to 3 minutes in length.)*

7. AGENDA:

A. Approval of Agenda

Action – Motion to Approve

Action – Motion to Approve as Amended

8. CONSENT AGENDA:

All items listed on the Consent Agenda are items, which are considered to be routine by the City Council and will be approved by one motion. There will be no separate discussion of these items unless a Council member or citizen so requests, in which event the item will be removed from the consent agenda and considered at the end of the Consent Agenda.

A. City Council Meeting Minutes of June 6, 2016

B. Accounts Payable

C. Approve First Quarter Financial Report and Budget Amendments

D. Business Licenses

E. Charitable Gambling Exemption – South St. Paul Rod & Gun Club

F. State of Minnesota/DNR Grant Amendment #3 for Flood Hazard Mitigation Measures/Levee Upgrades

G. Settlement Agreement – 650-10th Avenue North

H. Conditional Job Offer for Police Office Manager

I. Septic System Inspection Program – JPA with Dakota County

- J. Accept Gifts and Grants – Donation from the South St. Paul Lions Club in support of the Citywide Camp-Out
- K. Approve rejection of bids – 2016-117 Police Storage Garage

9. PUBLIC HEARINGS:

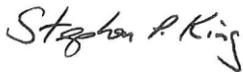
10. GENERAL BUSINESS:

- A. Special Event License Request by Al's Corral
- B. Award of bid – 2015-015 Sanitary Sewer System Improvements with UPRR
- C. Update and Adoption of 12th Avenue Intersection Control for Southview Boulevard & 3rd Avenue Improvements Final Design
- D. Change Order No. 1 – Sanitary Sewer Relining & Televising

11. MAYOR AND COUNCIL COMMUNICATIONS:

12. ADJOURNMENT:

Respectfully Submitted,



Stephen P. King, City Administrator

**SOUTH ST. PAUL CITY COUNCIL
MINUTES OF JUNE 6, 2016**

The regular meeting of the City Council was called to order by Mayor Beth Baumann at 7:15 P.M. on Monday, June 6, 2016.

ROLL CALL:

Present,	Mayor Baumann Councilmembers Flatley, Hansen, Podgorski, Rothecker, Seaberg
Absent,	Councilmember Niederkorn
Also Present,	City Administrator, Steve King City Attorney, Kori Land City Engineer, John Sachi City Clerk, Christy Wilcox City Planner, Peter Hellegers

5) Presentations

- The City presented Olive May Hendrickson with gifts in celebration of her 102nd Birthday!
- Presentation of the 2016 Kaposia Days celebration and introduction of the Kaposia Days Queen Candidates
- The City accepted and acknowledged the donation of \$30,000 towards the new scoreboard at Doug Woog Arena

6) Citizens' Comments

- Steve Mankowski addressed the City Council on concerns relating to the proposed round-about to be located at Southview Boulevard and 12th Avenue North

7) Agenda

Moved by Seaberg/Flatley

MOVED: To approve the agenda.

Motion carried 6 ayes/0 nays

8) Consent Agenda

Moved by Hansen/Rothecker

Resolved, that the South St. Paul City Council does hereby approve the following:

1. City Council meeting minutes of May 16, 2016
2. Resolution No. 2016-111, approving accounts payable

3. Resolution No. 2016-110, accepting Grants and Gifts from Hrvatski Dom Association/Croatian Hall (Scoreboard)
4. Approve bid from Minnesota Pump Works to purchase and install a sewer grinder at Waterous Lift Station in the amount of \$46,000.00
5. Business licenses
6. Resolution No. 2016-98, approving Joint Powers Agreement – Dakota County Domestic Preparedness Committee
7. Approve the 2016-2018 International Union of Operating Engineers (IUOE) bargaining unit contract and authorize execution of contract terms effective January 1, 2016, and approve the Memorandum of Understanding between the parties in regards to wages for two of the bargaining unit members
8. Resolution No. 2016-99, declaring certain City property as surplus and authorizing disposal of sale or surplus property
9. Approve Settlement Agreement with Becky Ridler for her property at 730 8th Avenue South regarding a sewer line repair
10. Resolution No. 2016-108, accepting the quotes and awarding the alley catch basin repairs (Project 2016-014) to Didion Contracting Inc.
11. Resolution No. 2016-100, approving an Engineering Services Agreement between the City and Bolton & Menk, Inc. for Wentworth Avenue Preliminary Layout
12. Resolution No. 2016-101, concurring with the issuance of a Minnesota Lawful Gambling Application for Authorization to Conduct Excluded Bingo for South St. Paul Kaposia Days
13. Resolution No. 2016-102, delegating authority to the Dakota County Soil & Water Conservation District for the Administration of the Wetland Conservation Act of 1991
14. Resolution No. 2016-103, appointment of Election Judges and Absentee Ballot Board for the State Primary Election to be held on August 9, 2016, and the State General Election to be held on November 7, 2016

Motion carried

6 ayes/0 nays

9a) First Reading – Minimum Building Size in the Industrial Zoning District

Councilmember Rothecker introduced the following proposed ordinance for its first reading:

AN ORDINANCE AMENDING CHAPTER 118 OF THE SOUTH ST. PAUL CITY CODE RELATING TO MINIMUM BUILDING SIZES IN THE INDUSTRIAL DISTRICT

10a) Special Event License Requests by The Garden Bar

Moved by Rothecker/Seaberg

MOVED: To approve two (2) Special Event Licenses for The Garden Bar located at 925 North Concord Street on the following dates subject to the speakers to be directed to the east:

1. June 25, 2016, from 6:00 p.m. to 12:00 midnight
2. July 9, 2016, from 4:00 p.m. to 12:00 midnight

Motion carried

6 ayes/0 nays

10b) Accept Letter of Retirement – City Engineer/Special Projects Manager

Moved by Flatley/Hansen

MOVED: To accept the letter of retirement from John Sachi, City Engineer/Special Projects Manager with the City of South St. Paul effective July 29, 2016.

Motion carried 0 ayes/6 nays

Moved by Hansen/Seaberg

MOVED: To reconsider the letter of retirement from John Sachi, City Engineer/Special Projects Manager.

Motion carried 6 ayes/0 nays

Moved by Hansen/Seaberg

MOVED: To accept the letter of retirement from John Sachi, City Engineer/Special Projects Manager with the City of South St. Paul effective July 29, 2016.

Motion carried 6 ayes/0 nays

10c) Approve Amendment of Employment Agreement with Stephen P. King

Moved by Hansen/Seaberg

MOVED: To approve an amendment of the Employment Agreement between the City of South St. Paul and Stephen P. King, City Administrator.

Motion carried 6 ayes/0 nays

10d) Fence Variance – 615 Concord Street North

Moved by Seaberg/Flatley

MOVED: To adopt Resolution No. 2016-104, approving a Variance for a fence within the structure setback from the Bluff line at 615 Concord Street North.

Motion carried 6 ayes/0 nays

10e) 2nd Garage CUP/Variance at 357 19th Avenue South

Moved by Seaberg/Hansen

MOVED: To adopt Resolution No. 2016-105 – A, approving a Conditional Use Permit for a 2nd Garage at 357 19th Avenue South.

Motion carried 6 ayes/0 nays

Moved by Hansen/Podgorski

MOVED: To adopt Resolution No. 2016-105 – B, approving a Variance request for an existing shed to remain at 357 19th Avenue South.

Motion carried 6 ayes/0 nays

10f) CUP/Variance – 150 BridgePoint Drive

Moved by Flatley/Podgorski

MOVED: To adopt Resolution No. 2016-106, approving a Conditional Use Permit for an exterior storage area and a 2-foot fence height Variance for 150 BridgePoint Drive.

Motion carried 6 ayes/0 nays

10g) Garage CUP and Variances – 1321 Southview Boulevard

Moved by Hansen/Seaberg

MOVED: To adopt Resolution No. 2016-107, approving a Conditional Use Permit and Variances for the construction of a detached garage building and surface parking lot at 1321 Southview Boulevard.

Motion carried 6 ayes/0 nays

10h) Approving Federal Entitlement Transfer

Moved by Seaberg/Podgorski

MOVED: To adopt Resolution No. 2016-109, relating to airport; approving Federal Entitlement Transfer.

Motion carried 6 ayes/0 nays

11) Adjournment

Moved by Seaberg/Flatley

MOVED: That the meeting of the City Council adjourn at 8:27 p.m.

Motion carried 6 ayes/0 nays

Approved: June 20, 2016

City Clerk



CITY COUNCIL AGENDA REPORT

DATE: JUNE 20, 2016

DEPARTMENT: Finance

ADMINISTRATOR: _____

8-B

AGENDA ITEM: Accounts Payable

ACTION TO BE CONSIDERED:

Motion to adopt Resolution 2016-119 approving accounts payable.

OVERVIEW:

The City Council approves all payments of claims. Approval of audited claims is required before issuance of payment.

SOURCE OF FUNDS:

N/A

City of South St. Paul
Dakota County, Minnesota

RESOLUTION NO. 2016-119

RESOLUTION APPROVING ACCOUNTS PAYABLE

WHEREAS, the City Council is required to approve payment of claims;

NOW, THEREFORE, BE IT RESOLVED that the audited claims listed in the check register attachment are hereby approved for payment:

Check and wires:	
122900-123066	\$ 679,961.66
2016180-2016193	<u>\$ 143,979.74</u>
Total	\$ 814,941.40

Adopted this 20th day of June, 2016.

Christy Wilcox, City Clerk

CITY OF SOUTH ST PAUL
 Council Check Register by GL
 Council Check Register and Summary

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
122900	6/10/2016		3739 ACCOUNTEMPS							
		2,964.00	ANDERSON WEEKENDED 5/20/2016		39512	45831849	20260.6302		PROFESSIONAL SERVICES	HOUSING GENERAL
		3,324.75	ANDERSON WEEKENDED 5/27/2016		39513	45886359	20260.6302		PROFESSIONAL SERVICES	HOUSING GENERAL
		<u>6,288.75</u>								
122901	6/10/2016		1019 ADVANTAGE							
		2,650.00	CLEANING SERVICES CITY HALL		39534	011006012016	10330.6371		REPAIRS & MAINT CONTRACTUAL	BUILDINGS
		287.55	CLEANING SERVICES PUBLIC WORKS		39535	016306012016	10320.6371		REPAIRS & MAINT CONTRACTUAL	PUBLIC WORKS
		<u>2,937.55</u>								
122902	6/10/2016		6645 ALL INC							
		1,128.00	2 REFRIGERATORS		39560	S1381716.001	50677.6580		OTHER EQUIPMENT	NAN MCKAY APT BLDG
		<u>1,128.00</u>								
122903	6/10/2016		5747 ALLDATA							
		1,500.00	MAINTENANCE SOFTWARE PROGRAM		39413	FW191045 2016	60703.6371		REPAIRS & MAINT CONTRACTUAL	CENTRAL GARAGE FUND
		<u>1,500.00</u>								
122904	6/10/2016		6842 ANIXTER INC							
		413.93	PHONE PAGING SYSTEM		39578	669-493861	40402.6580	IT-110	OTHER EQUIPMENT	CAPITAL PROGRAMS FUND
		<u>413.93</u>								
122905	6/10/2016		4690 AT & T MOBILITY							
		1,646.37	PHONE / MDC CHARGES		39414	287251759715X05 252016	10210.6390		POSTAGE AND TELEPHONE	POLICE PROTECTION
		<u>1,646.37</u>								
122906	6/10/2016		6839 BAN-KOE SYSTEMS, INC							
		8,384.88	COMPUTER PAYROLL SOFTWARE		39588	81318	10125.6572		COMPUTER SOFTWARE	HUMAN RESOURCES
		<u>8,384.88</u>								
122907	6/10/2016		3867 BARR ENGINEERING COMPANY							
		7,173.90	PS 2 ENG 2/20-4/15/16 LEVEE EX		39514	23191213.00-18	40402.6530	201314	IMPR OTHER THAN BUILDING	CAPITAL PROGRAMS FUND
		5,180.00	FCS C SVCS THRU 5/13/2016		39582	23191151.02-3	40405.6530	201208	IMPR OTHER THAN BUILDING	FLOODWALL CONSTRUCTION
		1,000.00	FCS SWIF SVCS 3/18-5/13/16		39594	23191151.01-7	40405.6530	201208	IMPR OTHER THAN BUILDING	FLOODWALL CONSTRUCTION
		<u>13,353.90</u>								
122908	6/10/2016		5978 BAUER SERVICES							
		50.00	9TH AVE TANK		39415	89	50605.6220		REPAIR & MAINTENANCE SUPPLIES	WATER UTILITY
		530.00	LABOR		39415	89	50605.6371		REPAIRS & MAINT CONTRACTUAL	WATER UTILITY
		15,700.00	REPAIR GENERATOR WELL #4		39416	88	50605.6220		REPAIR & MAINTENANCE SUPPLIES	WATER UTILITY

Council Check Register and Summary

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
122925	6/10/2016		1444 FRONTIER AG & TURF						Continued...	
		514.48	MOWER RADIATOR		39428	P88562	20245.6220		REPAIR & MAINTENANCE SUPPLIES	AIRPORT
		272.25	MOWER OIL COOLER		39428	P88562	20245.6220		REPAIR & MAINTENANCE SUPPLIES	AIRPORT
		786.73								
122926	6/10/2016		1472 GERRY'S FIRE & SAFETY INC							
		111.00	RECHARGE EXTINGUISHERS		39429	52294	10210.6210		OPERATING SUPPLIES	POLICE PROTECTION
		111.00								
122927	6/10/2016		1473 GERTEN GREENHOUSES 2							
		104.85	GRANDVIEW/SPRUCE PARKS		39430	394165/1	10340.6220		REPAIR & MAINTENANCE SUPPLIES	PARKS FACILITIES AND MTNCE
		63.90	SEEDING SOIL/NORTHVIEW POOL		39431	394182/1	10340.6220		REPAIR & MAINTENANCE SUPPLIES	PARKS FACILITIES AND MTNCE
		76.55	FLOWERS FOR CITY HALL		39432	394239/1	10330.6220		REPAIR & MAINTENANCE SUPPLIES	BUILDINGS
		11.38-	CREDIT FOR RETURNED SOIL		39433	394512/1	10330.6220		REPAIR & MAINTENANCE SUPPLIES	BUILDINGS
		8.85	FLOWERS FOR CITY HALL		39434	394513/1	10330.6220		REPAIR & MAINTENANCE SUPPLIES	BUILDINGS
		242.77								
122928	6/10/2016		1505 GRAINGER INC.							
		142.56	SAFETY GLASSES		39435	9117117896	10320.6220		REPAIR & MAINTENANCE SUPPLIES	PUBLIC WORKS
		142.56								
122929	6/10/2016		1556 HAWKINS, INC.							
		1,670.84	MCLAIN POOL CHEMICALS		39577	3881469	10527.6220		REPAIR & MAINTENANCE SUPPLIES	SPLASH POOL
		2,434.59	NORTHVIEW POOL CHEMICALS		39577	3881469	10528.6220		REPAIR & MAINTENANCE SUPPLIES	NORTHVIEW POOL
		1,415.17	HYDROFLUOSILICIC ACID		39579	3888911 RI	50605.6220		REPAIR & MAINTENANCE SUPPLIES	WATER UTILITY
		5,520.60								
122930	6/10/2016		6644 HOME DEPOT CREDIT SERVICES							
		35.67	ANGLE VALVES		39436	8101971	50678.6220		REPAIR & MAINTENANCE SUPPLIES	JOHN CARROLL APT BLDG
		178.71	SOIL PLANTS PLANTERS		39437	2135458	50677.6220		REPAIR & MAINTENANCE SUPPLIES	NAN MCKAY APT BLDG
		13.09	SWITCH WALL PLATES		39438	9111048	50678.6220		REPAIR & MAINTENANCE SUPPLIES	JOHN CARROLL APT BLDG
		29.20	820 SOUTHVIEW		39439	5104163	20284.6210		OPERATING SUPPLIES	DEVELOPMENT
		256.67								
122931	6/10/2016		1615 HUEBSCH OF MINNESOTA							
		11.35	FLOOR MATS		39522	3662070	20260.6381		OTHER RENTALS	HOUSING GENERAL
		53.21	FLOOR MATS		39523	3662060	50678.6381		OTHER RENTALS	JOHN CARROLL APT BLDG
		53.21	FLOOR MATS		39524	3669514	50677.6381		OTHER RENTALS	NAN MCKAY APT BLDG
		117.77								
122932	6/10/2016		1650 INGRAM LIBRARY SERVICES							

CITY OF SOUTH ST PAUL
 Council Check Register by GL
 Council Check Register and Summary

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
122932	6/10/2016		1650 INGRAM LIBRARY SERVICES						Continued...	
		5.37	300 BOOKS - SPANISH TITLES		39525	93058668	20217.6230	227637	BOOKS, MATERIALS & PERIODICALS	GRANTS/DONATIONS LIBRARY
		<u>5.37</u>								
122933	6/10/2016		6840 INSIGHT PUBLIC SECTOR, INC							
		53,976.47	VIRTUAL SERVER SAN		39440	1100476118	40402.6571	IT-112	COMPUTER HARDWARE	CAPITAL PROGRAMS FUND
		<u>53,976.47</u>								
122934	6/10/2016		1663 INTERNATIONAL CONFERENCE OF							
		125.00	JESTUS ANNUAL MEMBERSHIP DUES		39441	46536	10210.6471		DUES & SUBSCRIPTIONS	POLICE PROTECTION
		<u>125.00</u>								
122935	6/10/2016		6684 JIM MURR PLUMBING, INC							
		130.00	LABOR PLUMBING TOILET		39527	32209	50677.6375		OTHER CONTRACTED SERVICES	NAN MCKAY APT BLDG
		<u>130.00</u>								
122936	6/10/2016		6688 KAMISH EXCAVATING							
		10,690.00	DEMO / 241 1ST AVE SOUTH		39442	16-036	20292.6510		LAND	REDISCOVER HOUSING
		<u>10,690.00</u>								
122937	6/10/2016		1757 KNOWLANS SUPER MARKETS INC.							
		22.94	COOKIES JOHN CARROLL BLD		39532	458	50678.6210		OPERATING SUPPLIES	JOHN CARROLL APT BLDG
		15.53	DONUTS NAN MCKAY MEETING		39533	3161	50677.6210		OPERATING SUPPLIES	NAN MCKAY APT BLDG
		<u>38.47</u>								
122938	6/10/2016		6088 KRIER, THOMAS							
		36.00	TRANSFER TO SILVER/FIT JUNE		39526	6/6/2016	20250.4541		CSCC MEMBERSHIPS	CENTRAL SQUARE
		2.57	TAX		39526	6/6/2016	20250.2081		DUE TO OTHER GOVT-SALES	CENTRAL SQUARE
		<u>38.57</u>								
122939	6/10/2016		6841 LABROSSE, JOSEPH							
		2,500.00	906-15TH AVE N LABROSSE WINDO		39563	060716	20291.1151.51020		LR-LABROSSE, JOSEPH	REHAB LOANS-NO INTEREST
		<u>2,500.00</u>								
122940	6/10/2016		6680 LANDRUM DOBBINS LLC							
		60.00	LETTER TO WILLET		39528	2585	50677.6302		PROFESSIONAL SERVICES	NAN MCKAY APT BLDG
		447.00	SISLER FILING FEE		39528	2585	50678.6302		PROFESSIONAL SERVICES	JOHN CARROLL APT BLDG
		<u>507.00</u>								
122941	6/10/2016		1811 LAWSON PRODUCTS INC.							
		63.53	AUTO LOAD UTILITY KNIFE		39443	9304110890	60703.6220		REPAIR & MAINTENANCE SUPPLIES	CENTRAL GARAGE FUND

CITY OF SOUTH ST PAUL
 Council Check Register by GL
 Council Check Register and Summary

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
122941	6/10/2016		1811 LAWSON PRODUCTS INC.						Continued...	
		1,012.25	LOCK NUT/HEATER HOSE/TUBING		39444	9304099620	60703.6220		REPAIR & MAINTENANCE SUPPLIES	CENTRAL GARAGE FUND
		1,075.78								
122942	6/10/2016		4649 LEAGUE OF MN CITIES INSURANCE TRUST							
		1,167.69	H00697488 WK COMP CLAIM RUNOFF		39445	H00697488A1	10320.6151		WORKERS COMP DEDUCTIBLE	PUBLIC WORKS
		1,167.69								
122943	6/10/2016		1818 LELS LOCAL 95							
		1,300.00			39506	060816938014	10101.2170		ACCRUED PAY DED PAYABLE	GENERAL FUND
		1,300.00								
122944	6/10/2016		6281 LIGHTNING DISPOSAL INC							
		135.00	TRASH PICKUP PUBLICWORKS		39446	410782	10320.6379		CONT SERV/REFUSE & SANITATION	PUBLIC WORKS
		135.00								
122945	6/10/2016		1832 LILLIE SUBURBAN NEWSPAPERS							
		44.11	FILING AFFIDAVIT/ORD 1305		39587	001509 5/31/16	10140.6341		ADVERTISING	CITY CLERK
		102.91	INDUST ZONING/JUNE PC		39587	001509 5/31/16	10410.6341		ADVERTISING	PLANNING & ZONING
		62.48	POLICE STORAGE AFB		39587	001509 5/31/16	40402.6520	201613	BUILDINGS AND STRUCTURE	CAPITAL PROGRAMS FUND
		69.83	UPRR SS AFB		39587	001509 5/31/16	50606.6530	201515	IMPR OTHER THAN BUILDING	SEWER UTILITY
		170.40	EDA NAN MCKAY FLOOR AFB		39587	001509 5/31/16	50677.6371		REPAIRS & MAINT CONTRACTUAL	NAN MCKAY APT BLDG
		449.73								
122946	6/10/2016		1842 LOCAL 120							
		1,502.00			39507	060816938015	10101.2170		ACCRUED PAY DED PAYABLE	GENERAL FUND
		1,502.00								
122947	6/10/2016		1886 MATRIX COMMUNICATIONS INC							
		254.50	EQUIPMENT MAINTENANCE CONTRACT		39529	0205083-IN	10330.6390		POSTAGE AND TELEPHONE	BUILDINGS
		254.50								
122948	6/10/2016		1953 MIKE McPHILLIPS INC							
		106.25	CLEANUP DAY/CITY SWEEPER BROKE		39530	45897	10320.6371		REPAIRS & MAINT CONTRACTUAL	PUBLIC WORKS
		106.25								
122949	6/10/2016		1969 MINNESOTA AFSCME, COUNCIL NO. 5							
		375.77			39508	060816938016	10101.2170		ACCRUED PAY DED PAYABLE	GENERAL FUND
		375.77								
122950	6/10/2016		1973 MINNESOTA BENEFIT ASSOCIATION							

CITY OF SOUTH ST PAUL
 Council Check Register by GL
 Council Check Register and Summary

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
122950	6/10/2016		1973 MINNESOTA BENEFIT ASSOCIATION						Continued...	
		195.63			39509	060816938017	10101.2170		ACCRUED PAY DED PAYABLE	GENERAL FUND
		<u>195.63</u>								
122951	6/10/2016		2009 MINNESOTA PIPE & EQUIPMENT							
		1,116.24	VALVE BOX/CLAMPS/GATOR WRAP		39448	0355983	50605.6220		REPAIR & MAINTENANCE SUPPLIES	WATER UTILITY
		88.00	MASTIC ROLL		39449	0355753	50605.6220		REPAIR & MAINTENANCE SUPPLIES	WATER UTILITY
		<u>1,204.24</u>								
122952	6/10/2016		6641 MINNESOTA PREMIER PUBLICATIONS							
		122.50	APARTMENT ADVERTISING		39531	167191	50677.6341		ADVERTISING	NAN MCKAY APT BLDG
		122.50	APARTMENT ADVERTISING		39531	167191	50678.6341		ADVERTISING	JOHN CARROLL APT BLDG
		<u>245.00</u>								
122953	6/10/2016		2024 MINNESOTA VALLEY TESTING LABS							
		72.50	WATER TESTING		39451	809947	50605.6302		PROFESSIONAL SERVICES	WATER UTILITY
		<u>72.50</u>								
122954	6/10/2016		5506 MMKR							
		2,266.71	AUDIT PROCESS BILL 2		39447	40136	10150.6302		PROFESSIONAL SERVICES	FINANCE
		204.74	AUDIT PROCESS BILL 2		39447	40136	20243.6302		PROFESSIONAL SERVICES	DOUG WOOG ARENA
		1,637.88	AUDIT PROCESS BILL 2		39447	40136	20245.6302		PROFESSIONAL SERVICES	AIRPORT
		438.72	AUDIT PROCESS BILL 2		39447	40136	40402.6302		PROFESSIONAL SERVICES	CAPITAL PROGRAMS FUND
		438.72	AUDIT PROCESS BILL 2		39447	40136	40404.6302		PROFESSIONAL SERVICES	AIRPORT CAPITAL FUND
		315.88	AUDIT PROCESS BILL 2		39447	40136	40428.6302		PROFESSIONAL SERVICES	2014 LOCAL IMPROVEMENTS
		810.17	AUDIT PROCESS BILL 2		39447	40136	40429.6302	201480	PROFESSIONAL SERVICES	PARK REFERENDUM PROJS
		2,632.31	AUDIT PROCESS BILL 2		39447	40136	50600.6302		PROFESSIONAL SERVICES	UTILITY ADMINISTRATION
		1,754.87	AUDIT PROCESS BILL 2		39447	40136	60703.6302		PROFESSIONAL SERVICES	CENTRAL GARAGE FUND
		<u>10,500.00</u>								
122955	6/10/2016		6090 MPCA							
		562.50	KAPOSIA LANDING TECH ASSIST		39450	10000006822	40429.6302	201480	PROFESSIONAL SERVICES	PARK REFERENDUM PROJS
		<u>562.50</u>								
122956	6/10/2016		2096 NATIONWIDE RETIREMENT SOLUTIONS							
		5,253.66			39497	0608169380112	10101.2175		OTHER RETIREMENT	GENERAL FUND
		<u>5,253.66</u>								
122957	6/10/2016		6023 NET TRANSCRIPTS, INC.							
		562.50	15003167 TRANSCRIPTION		39571	0007849-IN	10210.6302		PROFESSIONAL SERVICES	POLICE PROTECTION
		114.40	15002521 TRANSCRIPTION		39571	0007849-IN	10210.6302		PROFESSIONAL SERVICES	POLICE PROTECTION

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122957	6/10/2016	676.90	6023 NET TRANSCRIPTS, INC.						Continued...	
122958	6/10/2016	566.49	5682 NITTI SANITATION		39452	410690	10330.6379		CONT SERV/REFUSE & SANITATION	BUILDINGS
		566.49	TRASH CITY HALL							
122959	6/10/2016	163.28	2149 OFFICE OF MN IT SERVICES		39453	W16040666	10330.6390		POSTAGE AND TELEPHONE	BUILDINGS
		92.16	PHONE LINES FROM STATE OF MN		39453	W16040666	20245.6390		POSTAGE AND TELEPHONE	AIRPORT
		255.44								
122960	6/10/2016	150.00	4886 PETTY CASH-NORTHVIEW & SPLASH POOLS		39536	6/1/2016	10527.6250		MERCHANDISE FOR RESALE	SPLASH POOL
		150.00	SPLASH POOL START UP CASH		39536	6/1/2016	10528.6250		MERCHANDISE FOR RESALE	NORTHVIEW POOL
		300.00	NORTHVIEW POOL START UP CASH							
122961	6/10/2016	95.62	2240 PLUNKETT'S INC.		39454	5439207	10330.6371		REPAIRS & MAINT CONTRACTUAL	BUILDINGS
		73.11	PEST CONTROL CITY HALL		39455	5453450	10320.6371		REPAIRS & MAINT CONTRACTUAL	PUBLIC WORKS
		25.00	PEST CONTROL PUBLIC WORKS		39456	5453427	50605.6371		REPAIRS & MAINT CONTRACTUAL	WATER UTILITY
		193.73	PEST CONTROL PUMPHOUSE #4							
122962	6/10/2016	29.00	2243 POLICE FLOWER FUND		39499	0608169380114	10101.2170		ACCRUED PAY DED PAYABLE	GENERAL FUND
		29.00								
122963	6/10/2016	1,000.00	6844 PONCE, ORLANDO		39580	PERMIT SS019847	40410.2205		DEPOSITS	LOCAL IMPROVEMENT CONST
		1,000.00	PERMIT SS019847/141 4TH AVE S							
122964	6/10/2016	305.90	2286 QUILL CORP		39457	6034690	20260.6201		OFFICE SUPPLIES	HOUSING GENERAL
		305.90	COLORED PAPER/LABELS/INK							
122965	6/10/2016	31.50	1634 RICOH USA, INC.		39583	96890751	40407.6580		OTHER EQUIPMENT	EQUIPMENT ACQUISITION F
		486.87	WOOG COPIER RENTAL		39583	96890751	40407.6603		CAPITAL LEASE-PRINCIPAL	EQUIPMENT ACQUISITION F
		31.63	PRINCIPAL		39583	96890751	40407.6613		CAPITAL LEASE-INTEREST	EQUIPMENT ACQUISITION F
		550.00	INTEREST							

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122966	6/10/2016		4209 RVK ARCHITECTS						Continued...	
		800.00	EXIT DIAGRAMS		39562	3/25/2016	20243.6371		REPAIRS & MAINT CONTRACTUAL	DOUG WOOG ARENA
		<u>800.00</u>								
122967	6/10/2016		5537 SAFE-FAST INC							
		15.02	SAFETY GLASSES		39458	INV167975	60703.6220		REPAIR & MAINTENANCE SUPPLIES	CENTRAL GARAGE FUND
		137.30	GRIP TEXTURED NITRILE		39459	INV167976	10320.6220		REPAIR & MAINTENANCE SUPPLIES	PUBLIC WORKS
		<u>152.32</u>								
122968	6/10/2016		2389 SAINT PAUL PUBLISHING COMPANY							
		25.00	SPONSORSHIP LISTING SSP VOICE		39537	24362	20250.6341		ADVERTISING	CENTRAL SQUARE
		<u>25.00</u>								
122969	6/10/2016		2632 SHERWIN-WILLIAMS CO., THE							
		326.25	STRIPING PAINT FOR FIELDS		39460	5774-8	10340.6220		REPAIR & MAINTENANCE SUPPLIES	PARKS FACILITIES AND MTNCE
		638.75	PARTS FOR REPAIR OF SPRAYER		39461	5480-2	10340.6220		REPAIR & MAINTENANCE SUPPLIES	PARKS FACILITIES AND MTNCE
		187.50	LABOR		39461	5480-2	10340.6371		REPAIRS & MAINT CONTRACTUAL	PARKS FACILITIES AND MTNCE
		<u>1,152.50</u>								
122970	6/10/2016		2460 SHI							
		7,642.66	HP VIRTUAL SERVER		39584	B05048372	40402.6571	IT-112	COMPUTER HARDWARE	CAPITAL PROGRAMS FUND
		2,700.00	MEMORY UPGRADE		39585	B05025240	40402.6571	IT-112	COMPUTER HARDWARE	CAPITAL PROGRAMS FUND
		92.00	VMWARE SD CARD KIT		39586	B04986439	40402.6571	IT-112	COMPUTER HARDWARE	CAPITAL PROGRAMS FUND
		<u>10,434.66</u>								
122971	6/10/2016		2464 SHORT ELLIOTT HENDRICKSON INC							
		2,288.31	VERIZON @ THOMPSON		39561	315384	10101.2205	100089	DEPOSITS	GENERAL FUND
		<u>2,288.31</u>								
122972	6/10/2016		2558 STATE INDUSTRIAL PRODUCTS							
		121.73	AIR CARE PROGRAM		39538	97805581	50677.6375		OTHER CONTRACTED SERVICES	NAN MCKAY APT BLDG
		244.23	DRAIN CARE PROGRAM		39539	97804884	50678.6375		OTHER CONTRACTED SERVICES	JOHN CARROLL APT BLDG
		<u>365.96</u>								
122973	6/10/2016		2585 STREICHER'S, INC.							
		173.00	PARKA / PANTS		39462	11209551	10210.6245		CLOTHING ALLOWANCE	POLICE PROTECTION
		173.00	PARKA / PANTS		39462	11209551	10210.6245		CLOTHING ALLOWANCE	POLICE PROTECTION
		89.98	POLO SHIRTS		39463	11200023	10210.6245		CLOTHING ALLOWANCE	POLICE PROTECTION
		<u>435.98</u>								
122974	6/10/2016		6697 SUPERIOR HOME REMODELING, LLC							

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122974	6/10/2016		6697 SUPERIOR HOME REMODELING, LLC						Continued...	
		1,579.00	ENGEL / 312 10TH AVE S		39540	1187	20295.1101		ACCOUNTS RECEIVABLE	REHAB LOANS-HRA MONEY
		1,579.00								
122975	6/10/2016		2608 TAHO SPORTSWEAR, INC							
		257.85	TEE SHIRTS		39464	16TF0974	10320.6220		REPAIR & MAINTENANCE SUPPLIES	PUBLIC WORKS
		322.80	TEE SHIRTS		39464	16TF0974	10340.6220		REPAIR & MAINTENANCE SUPPLIES	PARKS FACILITIES AND MTNCE
		122.25	TEE SHIRTS		39464	16TF0974	50605.6220		REPAIR & MAINTENANCE SUPPLIES	WATER UTILITY
		53.10	TEE SHIRTS		39464	16TF0974	60703.6220		REPAIR & MAINTENANCE SUPPLIES	CENTRAL GARAGE FUND
		756.00								
122976	6/10/2016		5754 TOTAL MECHANICAL SERVICES, INC							
		6,845.00	NEW SUB SOIL HEADER		39559	16821	20243.6371		REPAIRS & MAINT CONTRACTUAL	DOUG WOOG ARENA
		6,845.00								
122977	6/10/2016		2883 TOWMASTER							
		417.82	RUBBER BELTING/BOLT/NUT/WASHER		39541	380450	60703.6220		REPAIR & MAINTENANCE SUPPLIES	CENTRAL GARAGE FUND
		417.82								
122978	6/10/2016		2665 TRANS UNION LLC							
		50.00	BASIC SERVICE		39576	05644041	10210.6375		OTHER CONTRACTED SERVICES	POLICE PROTECTION
		50.00								
122979	6/10/2016		2682 TRUGREEN							
		25.00	CITY HALL/LIBRARY LAWN SERVICE		39542	47539579	10340.6371		REPAIRS & MAINT CONTRACTUAL	PARKS FACILITIES AND MTNCE
		50.00	LAWSHE PARK LAWN CARE		39543	47539581	10340.6371		REPAIRS & MAINT CONTRACTUAL	PARKS FACILITIES AND MTNCE
		100.00	GRAND AVE PARK LAWN CARE		39544	47539584	10340.6371		REPAIRS & MAINT CONTRACTUAL	PARKS FACILITIES AND MTNCE
		90.00	SPRUCE PARK LAWN CARE		39545	47568774	10340.6371		REPAIRS & MAINT CONTRACTUAL	PARKS FACILITIES AND MTNCE
		140.00	6TH ST HILL/CONCORD LAWN CARE		39546	47556819	10340.6371		REPAIRS & MAINT CONTRACTUAL	PARKS FACILITIES AND MTNCE
		240.00	HARMON SOFTBALL FIELDS/PARK		39547	47568772	10340.6371		REPAIRS & MAINT CONTRACTUAL	PARKS FACILITIES AND MTNCE
		760.00	LORRAINE PARK WEED CONTROL		39548	47405406	10340.6371		REPAIRS & MAINT CONTRACTUAL	PARKS FACILITIES AND MTNCE
		400.00	MCGUIRE FIELD/SPLASH POOL		39549	47405409	10340.6371		REPAIRS & MAINT CONTRACTUAL	PARKS FACILITIES AND MTNCE
		750.00	VETERANS FIELD		39550	47405515	10340.6371		REPAIRS & MAINT CONTRACTUAL	PARKS FACILITIES AND MTNCE
		50.00	PUMPHOUSE #1 LAWN CARE		39551	47432914	10340.6371		REPAIRS & MAINT CONTRACTUAL	PARKS FACILITIES AND MTNCE
		165.00	17TH AVE N RESERVOIR		39552	47440026	10340.6371		REPAIRS & MAINT CONTRACTUAL	PARKS FACILITIES AND MTNCE
		650.00	MCMORROW SOCCER FIELDS		39553	47440033	10340.6371		REPAIRS & MAINT CONTRACTUAL	PARKS FACILITIES AND MTNCE
		800.00	MCMORROW SOFTBALL FIELDS		39554	47440036	10340.6371		REPAIRS & MAINT CONTRACTUAL	PARKS FACILITIES AND MTNCE
		75.00	PUMPHOUSE #8		39555	47445418	10340.6371		REPAIRS & MAINT CONTRACTUAL	PARKS FACILITIES AND MTNCE
		250.00	JEFFERSON SITE		39556	47456533	10340.6371		REPAIRS & MAINT CONTRACTUAL	PARKS FACILITIES AND MTNCE
		50.00	PUBLIC WORKS BUILDING		39557	47524795	10340.6371		REPAIRS & MAINT CONTRACTUAL	PARKS FACILITIES AND MTNCE
		30.00	ARENA		39558	47524800	10340.6371		REPAIRS & MAINT CONTRACTUAL	PARKS FACILITIES AND MTNCE

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122979	6/10/2016		2682 TRUGREEN						Continued...	
		4,625.00								
122980	6/10/2016		2696 TWIN CITY SAW CO.							
		140.96	PARTS		39564	A22000	60703.6220		REPAIR & MAINTENANCE SUPPLIES	CENTRAL GARAGE FUND
		140.96								
122981	6/10/2016		2705 UNIFORMS UNLIMITED							
		2.50	37-STITCHING		39566	28704-1	10210.6245		CLOTHING ALLOWANCE	POLICE PROTECTION
		58.99	41-SHIRT		39567	28859-1	10210.6245		CLOTHING ALLOWANCE	POLICE PROTECTION
		6.99	03-LACES		39568	29125-1	10210.6245		CLOTHING ALLOWANCE	POLICE PROTECTION
		251.97	23-PANTS		39569	29302-1	10210.6245		CLOTHING ALLOWANCE	POLICE PROTECTION
		320.45								
122982	6/10/2016		5322 UNIVERSAL ATHLETIC							
		109.35	POLO SHIRT EMBROIDERY		39465	150-0022706-01	10210.6245		CLOTHING ALLOWANCE	POLICE PROTECTION
		109.35								
122983	6/10/2016		2744 VAN PAPER COMPANY							
		26.19	ROLL LINER		39466	387386-00	10330.6210		OPERATING SUPPLIES	BUILDINGS
		40.86	HAND TOWELS		39467	387470-00	20245.6220		REPAIR & MAINTENANCE SUPPLIES	AIRPORT
		67.05								
122984	6/10/2016		2751 VERIZON WIRELESS							
		35.01	MDC CHARGES		39468	9765498455	10210.6390		POSTAGE AND TELEPHONE	POLICE PROTECTION
		92.14	CELL PHONE BILL 4/21-5/20/16		39469	9765769834	20245.6390		POSTAGE AND TELEPHONE	AIRPORT
		33.76	POLICE 4G MOBILE		39470	9765878439	10210.6390		POSTAGE AND TELEPHONE	POLICE PROTECTION
		73.77	ENG IPADS		39470	9765878439	10315.6390		POSTAGE AND TELEPHONE	ENGINEERING
		92.97	INSP & HOTSPOT		39470	9765878439	10420.6390		POSTAGE AND TELEPHONE	LICENSING & CODE ENFORCEMENT
		40.01	IPAD		39470	9765878439	10340.6390		POSTAGE AND TELEPHONE	PARKS FACILITIES AND MTNCE
		40.01	IPAD		39470	9765878439	10320.6390		POSTAGE AND TELEPHONE	PUBLIC WORKS
		80.02	IPADS		39470	9765878439	50605.6390		POSTAGE AND TELEPHONE	WATER UTILITY
		26.02	AIR CARD		39570	9766212412	50605.6390		POSTAGE AND TELEPHONE	WATER UTILITY
		513.71								
122985	6/10/2016		2767 W.D. LARSON COMPANIES LTD, INC.							
		23.76	HOSE HEATER FOR FIRE TRUCK		39471	B-261370043	60703.6220		REPAIR & MAINTENANCE SUPPLIES	CENTRAL GARAGE FUND
		23.76								
122986	6/10/2016		6639 WHEELCO BREAK & SUPPLY, INC.							
		31.44	REFLEC LAMP		39472	5261480023	60703.6220		REPAIR & MAINTENANCE SUPPLIES	CENTRAL GARAGE FUND

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122986	6/10/2016		6639 WHEELCO BREAK & SUPPLY, INC.						Continued...	
		3.86	PUSHLOCK MALE CONNECTOR		39473	5261440034	60703.6220		REPAIR & MAINTENANCE SUPPLIES	CENTRAL GARAGE FUND
		35.30								
122987	6/10/2016		6843 WINTERBURN, WADE AND MARIE							
		372.50	CANCELLED MEMBERSHIP		39581	052016	20250.4541		CSCC MEMBERSHIPS	CENTRAL SQUARE
		26.54	CANCELLED MEMBERSHIP		39581	052016	20250.2081		DUE TO OTHER GOVT-SALES	CENTRAL SQUARE
		399.04								
122988	6/10/2016		2844 WSB & ASSOC INC							
		3,750.00	APRIL 2016 CODE ENFORCEMENT		39474	28	10420.6302		PROFESSIONAL SERVICES	LICENSING & CODE ENFORCEMENT
		3,750.00								
122989	6/10/2016		2849 XCEL ENERGY							
		38.78	ACCT351-0011145314-9		39475	502301356	20289.6430		MISCELLANEOUS	SPECIAL-GRANTS
		881.40	PUBLIC WORKS		39476	502581558	10320.6385		UTILITY SERVICE	PUBLIC WORKS
		645.95	STORM WATER UTILITY FUND		39476	502581558	50610.6385		UTILITY SERVICE	STORM WATER UTILITY
		649.24	STREET LIGHT UTILITY FUND		39476	502581558	50615.6385		UTILITY SERVICE	STREET LIGHT UTILITY
		13,215.05	GAS & ELECTRIC WOOG ARENA		39477	502575392	20243.6385		UTILITY SERVICE	DOUG WOOG ARENA
		204.32	PEDESTRIAN WALKWAY BRIDGE		39478	502219646	50615.6385		UTILITY SERVICE	STREET LIGHT UTILITY
		41.75	LIGHT IN LORRAINE PARK		39479	502591524	50615.6385		UTILITY SERVICE	STREET LIGHT UTILITY
		88.06	LIGHT/WAKOTA BRIDGE TRAIL		39480	502259235	50615.6385		UTILITY SERVICE	STREET LIGHT UTILITY
		61.86	LIGHT/19TH AVE N BY TUNNEL		39481	502266918	50615.6385		UTILITY SERVICE	STREET LIGHT UTILITY
		62.19	LIGHT/WENTWORTH BY ROUNDABOUT		39482	502452485	50615.6385		UTILITY SERVICE	STREET LIGHT UTILITY
		34.82	LIGHT/7TH AVE S & 494		39483	502267259	50615.6385		UTILITY SERVICE	STREET LIGHT UTILITY
		33.56	LIGHT ON 7TH AVE S & 494		39484	502273462	50615.6385		UTILITY SERVICE	STREET LIGHT UTILITY
		12.33	LIGHT/910 CONCORD ST S		39485	502170594	50615.6385		UTILITY SERVICE	STREET LIGHT UTILITY
		146.66	LIGHT/HARDMAN BRIDGEPOINT DR		39486	502643072	50615.6385		UTILITY SERVICE	STREET LIGHT UTILITY
		35.63	LIGHT/HARDMAN LIFTSTATION		39487	502317379	50606.6385		UTILITY SERVICE	SEWER UTILITY
		159.77	ELEC CHARGES 681 VERDEROSA		39488	502304508	50610.6385		UTILITY SERVICE	STORM WATER UTILITY
		26.90	GAS CHARGES 681 VERDEROSA		39489	502284344	50610.6385		UTILITY SERVICE	STORM WATER UTILITY
		12.92	LIGHT 701 HARDMAN AVE S		39490	502277388	50610.6385		UTILITY SERVICE	STORM WATER UTILITY
		12.22	LIGHT AT BROMLEY ICE RINK		39491	502237472	10340.6385		UTILITY SERVICE	PARKS FACILITIES AND MTNCE
		165.91	ELECTRICTY		39492	503432509	20285.6430		MISCELLANEOUS	PARKING LOT
		5,147.38	ELECTRICITY		39492	503432509	50677.6385		UTILITY SERVICE	NAN MCKAY APT BLDG
		1,271.17	GAS		39492	503432509	50677.6385		UTILITY SERVICE	NAN MCKAY APT BLDG
		7,260.40	ELECTRICITY		39492	503432509	50678.6385		UTILITY SERVICE	JOHN CARROLL APT BLDG
		1,620.58	GAS		39492	503432509	50678.6385		UTILITY SERVICE	JOHN CARROLL APT BLDG
		398.22	GAS&ELEC 820 SOUTHVIEW BLVD		39493	502482995	20280.6430		MISCELLANEOUS	ECON DEV GENERAL
		14,633.20	WATER - MAY		39572	503630018	50605.6385		UTILITY SERVICE	WATER UTILITY
		31.92	STREET LIGHT UTILITY FUND		39572	503630018	50615.6385		UTILITY SERVICE	STREET LIGHT UTILITY

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122995	6/20/2016		4059 ASCENT AVIATION GROUP, INC.						Continued...	
		28,231.52	8000 GAL 100LL		39609	367603	20245.6250		MERCHANDISE FOR RESALE	AIRPORT
		28,231.52								
122996	6/20/2016		4590 ATEC, LLC							
		584.60	PARTS		39690	1158	20212.6580	227605	OTHER EQUIPMENT	GRANTS/DONATIONS POLICE
		1,170.00	LABOR		39690	1158	20212.6580	227605	OTHER EQUIPMENT	GRANTS/DONATIONS POLICE
		1,754.60								
122997	6/20/2016		6732 BERGANKDV							
		2,275.00	FINAL AUDIT BILLING 2015		39610	922320	20260.6302		PROFESSIONAL SERVICES	HOUSING GENERAL
		2,275.00								
122998	6/20/2016		1125 BONUS BUILDING CARE IN MINNEAPOLIS							
		725.00	CLEANING SERVICE		39674	606018002-30	20230.6375		OTHER CONTRACTED SERVICES	LIBRARY
		725.00								
122999	6/20/2016		2287 CENTURYLINK							
		88.68	WIRELEASE		39675	612 E12-7172	10330.6390		POSTAGE AND TELEPHONE	BUILDINGS
						480 6/1/16				
		109.71	WIRELEASE		39676	612 E12-5630	10330.6390		POSTAGE AND TELEPHONE	BUILDINGS
						229 6/1/16				
		109.71	WIRELEASE		39677	612 E12-5631	10330.6390		POSTAGE AND TELEPHONE	BUILDINGS
						630 6/1/16				
		308.10								
123000	6/20/2016		2884 COMCAST							
		101.90	FOR WATER COMPUTER		39611	8772 10 595	50605.6302		PROFESSIONAL SERVICES	WATER UTILITY
						0171666 6/16				
		101.90								
123001	6/20/2016		6856 COMMERCIAL RESIDENTIAL ROOFING							
		9,870.00	CIP #BLD - 16 - 1		39691	05222016	40402.6371		REPAIRS & MAINT CONTRACTUAL	CAPITAL PROGRAMS FUND
		9,870.00								
123002	6/20/2016		4182 CONTINENTAL RESEARCH CORPORATION							
		523.64	BIO CUBES FOR LIFTSTATIONS		39692	435512-CRC-1	50606.6220		REPAIR & MAINTENANCE SUPPLIES	SEWER UTILITY
		523.64								
123003	6/20/2016		6719 CUB FOODS							
		21.34	PLATES AND BOWLS		39678	22852	50677.6210		OPERATING SUPPLIES	NAN MCKAY APT BLDG

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123003	6/20/2016		6719 CUB FOODS						Continued...	
		45.70	COFFEE/CREAM/SUGAR/PLATES		39679	22909	50678.6210		OPERATING SUPPLIES	JOHN CARROLL APT BLDG
		67.04								
123004	6/20/2016		1226 CULLIGAN WATER CONDITIONING							
		5.60	FOR WELL #1		39612	157-13870001-6 5/31/16	50605.6302		PROFESSIONAL SERVICES	WATER UTILITY
		117.55	SALT FOR WATER SOFTENER		39613	157-98478332-2 5/31/16	10330.6371		REPAIRS & MAINT CONTRACTUAL	BUILDINGS
		123.15								
123005	6/20/2016		1248 DAKOTA COUNTY LIBRARY-EAGAN							
		149.28	POSTAGE JAN-MAR 2016		39680	5/24/2016	20230.6375		OTHER CONTRACTED SERVICES	LIBRARY
		375.90	COLLECTION SERVICES JAN-MAR 16		39680	5/24/2016	20230.6375		OTHER CONTRACTED SERVICES	LIBRARY
		2,846.22	SYMPHONY MAINTENANCE JAN-MAR16		39680	5/24/2016	20230.6375		OTHER CONTRACTED SERVICES	LIBRARY
		50.90	SPINE LABLE ROLLS JAN-MAR 16		39680	5/24/2016	20230.6201		OFFICE SUPPLIES	LIBRARY
		3,422.30								
123006	6/20/2016		1260 DAKOTA GLASS AND GLAZING INC.							
		295.00	JC VESTIBULE LOWER LEFT WINDOW		39681	2016262	50678.6375		OTHER CONTRACTED SERVICES	JOHN CARROLL APT BLDG
		295.00								
123007	6/20/2016		6407 DARTS							
		9,692.00	CHIPS PROGRAM MAY 2016		39716	DARTS-SSPHRA-5B .16	50671.6375		OTHER CONTRACTED SERVICES	CHSP PROGRAM
		1,983.00	SERVICE COORDINATOR - MAY 2016		39717	DARTS-SSPHRA-5A .16	50677.6375		OTHER CONTRACTED SERVICES	NAN MCKAY APT BLDG
		2,498.00	SERVICE COORDINATOR - MAY 2016		39717	DARTS-SSPHRA-5A .16	50678.6375		OTHER CONTRACTED SERVICES	JOHN CARROLL APT BLDG
		14,173.00								
123008	6/20/2016		1279 DEMCO, INC.							
		91.24	CD CASES/SLEEVES & JACKETS		39682	5881665	20230.6201		OFFICE SUPPLIES	LIBRARY
		126.99	FILE FOLDERS/FIBER TAPE		39683	5884538	20230.6201		OFFICE SUPPLIES	LIBRARY
		218.23								
123009	6/20/2016		1297 DISCOVER							
		24.95	1 YR SUBSCRIPTION RENEWAL		39684	6/1/2016	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		24.95								
123010	6/20/2016		1350 EMERGENCY AUTOMOTIVE TECHNOLOGIES INC							

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123010	6/20/2016		1350 EMERGENCY AUTOMOTIVE TECHNOLOGIES INC						Continued...	
		775.00	CUSTOM MOBILE STRONG VAULT		39693	AW050516-10	20212.6580	227605	OTHER EQUIPMENT	GRANTS/DONATIONS POLICE
		<u>775.00</u>								
123011	6/20/2016		1400 FERGUSON WATERWORKS #2516							
		212.39	TAP CLAMPS		39614	0195569	50605.6220		REPAIR & MAINTENANCE SUPPLIES	WATER UTILITY
		<u>212.39</u>								
123012	6/20/2016		6669 FINN DANIELS, INC							
		1,504.93	NAN MCKAY FLOORING REPLACEMENT		39694	15062-04	50677.6371		REPAIRS & MAINT CONTRACTUAL	NAN MCKAY APT BLDG
		1,294.87	NAN MCKAY FIRE ALARM		39695	14058-07	50677.6560		BUILDING FIXTURES AND IMPRS	NAN MCKAY APT BLDG
		1,294.87	JOHN CARROLL FIRE ALARM		39695	14058-07	50678.6560		BUILDING FIXTURES AND IMPRS	JOHN CARROLL APT BLDG
		<u>4,094.67</u>								
123013	6/20/2016		1444 FRONTIER AG & TURF							
		302.87	PARTS FOR JOHN DEERE TRACTOR		39615	P89084	60703.6220		REPAIR & MAINTENANCE SUPPLIES	CENTRAL GARAGE FUND
		27.91	PART FOR JOHN DEERE MOWER		39616	P89345	60703.6220		REPAIR & MAINTENANCE SUPPLIES	CENTRAL GARAGE FUND
		<u>330.78</u>								
123014	6/20/2016		4887 GALE/CENGAGE LEARNING							
		47.18	ADULT FICTION BOOKS		39685	58075738	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		<u>47.18</u>								
123015	6/20/2016		1452 GALLS LLC							
		59.35	PRISONER TRANSPORT HANDCUFFS		39802	005444031	10210.6240		MINOR EQUIPMENT AND FURNITURE	POLICE PROTECTION
		<u>59.35</u>								
123016	6/20/2016		1473 GERTEN GREENHOUSES 2							
		39.82	MARIGOLDS/GERANIUM/ZINNIZS		39718	392859/1	10530.6210		OPERATING SUPPLIES	COMMUNITY AFFAIRS
		67.41	PETUNIA.ARMERIA/DIANTHUS/DAHLI		39719	393359/1	10530.6210		OPERATING SUPPLIES	COMMUNITY AFFAIRS
		35.40	ZINNIAS / SNAPDRAGONS		39720	393630/1	10530.6210		OPERATING SUPPLIES	COMMUNITY AFFAIRS
		39.18	SHURB/POTTING SOIL/LILIUM		39721	395383/1	10530.6210		OPERATING SUPPLIES	COMMUNITY AFFAIRS
		<u>181.81</u>								
123017	6/20/2016		1474 GERTEN'S FARM MARKET							
		40.00	18 PLANTS ANNUALS/PERENIALS		39722	9864	10530.6210		OPERATING SUPPLIES	COMMUNITY AFFAIRS
		49.79	MULCH PEONY/GERANIUM/PETUNIA		39723	9865	10530.6210		OPERATING SUPPLIES	COMMUNITY AFFAIRS
		36.88	12 PLANTS ANNUALS & PERENIALS		39724	9869	10530.6210		OPERATING SUPPLIES	COMMUNITY AFFAIRS
		<u>126.67</u>								
123018	6/20/2016		6389 GIRL SCOUTS OF MN AND WI RIVER VALLEYS							

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123018	6/20/2016		6389 GIRL SCOUTS OF MN AND WI RIVER VALLEYS						Continued...	
		400.00	REIMBURSMENT FOR FOOD DRIVE		39725	6/1/2016	20216.6210	227573	OPERATING SUPPLIES	GRANTS/DONATIONS COMM AFFAIRS
		<u>400.00</u>								
123019	6/20/2016		1485 GLOBE PRINTING & OFFICE SUPPLIES INC							
		169.00	MIRANDA PADS		39618	70047J	10210.6201		OFFICE SUPPLIES	POLICE PROTECTION
		51.24	COPY PAPER		39619	58841	20260.6201		OFFICE SUPPLIES	HOUSING GENERAL
		180.50	REGULAR ENVELOPES		39620	70021J	10410.6201		OFFICE SUPPLIES	PLANNING & ZONING
		127.80	LIC/CODE ENFORCEMENT		39621	70030J	10420.6201		OFFICE SUPPLIES	LICENSING & CODE ENFORCEMENT
		87.85	CITY CLERK		39622	70029J	10140.6201		OFFICE SUPPLIES	CITY CLERK
		<u>616.39</u>								
123020	6/20/2016		1517 GREENGO, DAVID							
		15.00	4/11/2016 TRAINING		39686	6/1/2016	10210.6331		CONFERENCES, TRAINING, TRAVEL	POLICE PROTECTION
		15.00	4/12/2016 TRAINING		39686	6/1/2016	10210.6331		CONFERENCES, TRAINING, TRAVEL	POLICE PROTECTION
		<u>30.00</u>								
123021	6/20/2016		4637 GREYSTONE CONTRUCTION COMPANY							
		350.00	SALT SHED		39623	25753	10320.6302		PROFESSIONAL SERVICES	PUBLIC WORKS
		<u>350.00</u>								
123022	6/20/2016		1615 HUEBSCH OF MINNESOTA							
		6.51	ENGINEERING MAT		39696	3677591	10315.6210		OPERATING SUPPLIES	ENGINEERING
		24.24	FINANCE/ADMIN MAT		39696	3677591	10150.6210		OPERATING SUPPLIES	FINANCE
		6.51	LICENSE/CODE MAT		39696	3677591	10420.6210		OPERATING SUPPLIES	LICENSING & CODE ENFORCEMENT
		<u>37.26</u>								
123023	6/20/2016		1650 INGRAM LIBRARY SERVICES							
		10.78	AF-ADULT FICTION BOOKS		39748	92889047	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		261.41	AF-ADULT FICTION BOOKS		39749	92894183	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		17.35	AF-ADULT FICTION BOOKS		39750	92915111	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		385.55	AF-ADULT FICTION BOOKS		39751	93028113	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		157.61	AF-ADULT FICTION BOOKS		39752	93076789	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		23.97	AF-ADULT FICTION BOOKS		39753	93090742	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		95.29	AF-ADULT FICTION BOOKS		39754	93097938	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		271.58	AF-ADULT FICTION BOOKS		39755	93202312	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		361.29	AF-ADULT FICTION BOOKS		39756	93242455	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		13.82-	ANF-ADULT NONFICTION BOOKS CRE		39757	92851913	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		310.12	ANF-ADULT NONFICTION BOOKS		39758	92856143	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		167.90	ANF-ADULT NONFICTION BOOKS		39759	92943971	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		76.18	ANF-ADULT NONFICTION BOOKS		39760	93028118	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY

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123023	6/20/2016		1650 INGRAM LIBRARY SERVICES						Continued...	
		144.29	ANF-ADULT NONFICTION BOOKS		39761	93114888	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		73.56	ANF-ADULT NONFICTION BOOKS		39762	93202318	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		632.52	ANF-ADULT NONFICTION BOOKS		39763	93220801	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		265.59	ANF-ADULT NONFICTION BOOKS		39764	93270175	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		76.63	C-CHILDRENS BOOKS		39765	93237215	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		2.39	C-CHILDRENS BOOKS		39766	93028117	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		82.78	C-CHILDRENS BOOKS		39767	93114883	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		5.44	C-CHILDRENS BOOKS		39768	93114884	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		7.80	C-CHILDRENS BOOKS		39769	93114885	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		10.35	C-CHILDRENS BOOKS		39770	93114886	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		2.99	C-CHILDRENS BOOKS		39771	93114887	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		11.15	C-CHILDRENS BOOKS		39772	93197627	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		8.39	C-CHILDRENS BOOKS		39773	93202313	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		12.96	C-CHILDRENS BOOKS		39774	93202314	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		5.98	C-CHILDRENS BOOKS		39775	93202315	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		8.38	C-CHILDRENS BOOKS		39776	93202316	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		58.80	C-CHILDRENS BOOKS		39777	93202317	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		111.33	C-CHILDRENS BOOKS		39778	92876977	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		204.31	C-CHILDRENS BOOKS		39779	92943963	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		2.39	C-CHILDRENS BOOKS		39780	92943964	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		23.64	C-CHILDRENS BOOKS		39781	92943965	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		8.40	C-CHILDRENS BOOKS		39782	92943966	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		3.59	C-CHILDRENS BOOKS		39783	92943967	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		7.18	C-CHILDRENS BOOKS		39784	92943968	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		11.96	C-CHILDRENS BOOKS		39785	92943969	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		4.79	C-CHILDRENS BOOKS		39786	92943970	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		186.48	C-CHILDRENS BOOKS		39787	93028114	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		8.69	C-CHILDRENS BOOKS		39788	93028115	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		3.59	C-CHILDRENS BOOKS		39789	93028116	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		4.78	C-CHILDRENS BOOKS		39790	92856131	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		10.88	C-CHILDRENS BOOKS		39791	92856132	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		8.39	C-CHILDRENS BOOK		39792	92856133	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		7.06	C-CHILDRENS BOOKS		39793	92856134	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		5.99	C-CHILDRENS BOOKS		39794	92856135	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		7.19	C-CHILDRENS BOOKS		39795	92856136	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		18.51	C-CHILDRENS BOOKS		39796	92856137	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		2.99	C-CHILDRENS BOOKS		39797	92856138	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		2.99	C-CHILDRENS BOOKS		39798	92856139	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		6.59	C-CHILDRENS BOOKS		39799	92856140	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY

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123023	6/20/2016		1650 INGRAM LIBRARY SERVICES							
		5.98	C-CHILDRENS BOOKS		39800	92856141	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		7.08	C-CHILDRENS BOOKS		39801	92856142	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		<u>4,177.69</u>								
123024	6/20/2016		1718 KAPOSIA CONVENIENCE CENTER CORP							
		26.00	CAR WASHES		39624	5/31/2016	10210.6210		OPERATING SUPPLIES	POLICE PROTECTION
		<u>26.00</u>								
123025	6/20/2016		1886 MATRIX COMMUNICATIONS INC							
		254.50	EQUIPMENT MAINTENANCE CONTRACT		39697	0205137-IN	10330.6390		POSTAGE AND TELEPHONE	BUILDINGS
		<u>254.50</u>								
123026	6/20/2016		1911 MENARDS, INC-WEST ST PAUL							
		47.94	LAWN BAG/KNIFE/HANDBLADE/BLADE		39625	11336	10330.6220		REPAIR & MAINTENANCE SUPPLIES	BUILDINGS
		7.49	UTILITY PULL		39626	11545	10340.6220		REPAIR & MAINTENANCE SUPPLIES	PARKS FACILITIES AND MTNCE
		105.27	UTILITY PUMPS/SCREWDRIVER		39627	11548	10340.6220		REPAIR & MAINTENANCE SUPPLIES	PARKS FACILITIES AND MTNCE
		24.78	STEEL BRICK HAMMER		39628	11551	50605.6220		REPAIR & MAINTENANCE SUPPLIES	WATER UTILITY
		28.99	LOW PROFILE LIGHT KIT		39629	11619	60703.6220		REPAIR & MAINTENANCE SUPPLIES	CENTRAL GARAGE FUND
		<u>214.47</u>								
123027	6/20/2016		1939 MIDWAY FORD CO.							
		103.52-	WEATHERS RETURN		39630	CM259936	60703.6220		REPAIR & MAINTENANCE SUPPLIES	CENTRAL GARAGE FUND
		16.48-	RETAINER RETURN		39631	CM260193	60703.6220		REPAIR & MAINTENANCE SUPPLIES	CENTRAL GARAGE FUND
		2,206.48	ROTOR/CLEANER/SEALANT/OIL		39632	261241	60703.6220		REPAIR & MAINTENANCE SUPPLIES	CENTRAL GARAGE FUND
		156.96	GREASE/LUBRICATION		39633	261301	60703.6220		REPAIR & MAINTENANCE SUPPLIES	CENTRAL GARAGE FUND
		1,940.67	OIL		39634	261313	60703.6220		REPAIR & MAINTENANCE SUPPLIES	CENTRAL GARAGE FUND
		916.60	COIL ASSEMBLY		39635	261377	60703.6220		REPAIR & MAINTENANCE SUPPLIES	CENTRAL GARAGE FUND
		253.00	COIL ASSEMBLY		39636	261435	60703.6220		REPAIR & MAINTENANCE SUPPLIES	CENTRAL GARAGE FUND
		39.01	VALVE ASSEMBLY		39637	261631	60703.6220		REPAIR & MAINTENANCE SUPPLIES	CENTRAL GARAGE FUND
		<u>5,392.72</u>								
123028	6/20/2016		6712 MIDWEST LIGHTING PRODUCTS							
		200.90	MAINTENANCE SUPPLIES		39638	00064815	50678.6220		REPAIR & MAINTENANCE SUPPLIES	JOHN CARROLL APT BLDG
		<u>200.90</u>								
123029	6/20/2016		1949 MIDWEST TAPE							
		59.98	BOOKS ON CD		39687	93985038	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		119.97	BOOKS ON CD		39688	94004020	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		109.97	BOOKS ON CD		39689	94021584	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		22.99	DVD		39698	93964895	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY

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123037	6/20/2016		4979 PENGUIN RANDOM HOUSE LLC						Continued...	
		33.75	BOOK ON CD		39711	1186637510	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		26.25	BOOK ON CD		39712	1087434093	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		87.75	BOOKS ON CD		39713	1087492672	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		33.75	BOOK ON CD		39714	1087558933	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		26.25	BOOK ON CD		39715	1087628942	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		<u>207.75</u>								
123038	6/20/2016		2217 PETTY CASH-CITY HALL							
		11.88	MILEAGE/WELLE		39726	4/15-6/8/16	10210.6331		CONFERENCES, TRAINING, TRAVEL	POLICE PROTECTION
		15.00	MEAL/PEITRICK		39726	4/15-6/8/16	10410.6331	201411	CONFERENCES, TRAINING, TRAVEL	PLANNING & ZONING
		6.00	PARKING		39726	4/15-6/8/16	10210.6331		CONFERENCES, TRAINING, TRAVEL	POLICE PROTECTION
		7.95	PARKING/HELLEGERS		39726	4/15-6/8/16	10410.6331		CONFERENCES, TRAINING, TRAVEL	PLANNING & ZONING
		11.45	MEAL		39726	4/15-6/8/16	10210.6331		CONFERENCES, TRAINING, TRAVEL	POLICE PROTECTION
		15.00	MEAL		39726	4/15-6/8/16	10210.6331		CONFERENCES, TRAINING, TRAVEL	POLICE PROTECTION
		11.23	MEAL		39726	4/15-6/8/16	10420.6331		CONFERENCES, TRAINING, TRAVEL	LICENSING & CODE ENFORCEMENT
		11.00	DUPLICATE TABS ARENA TRUCK		39726	4/15-6/8/16	60703.6220		REPAIR & MAINTENANCE SUPPLIES	CENTRAL GARAGE FUND
		<u>89.51</u>								
123039	6/20/2016		2218 PETTY CASH-LIBRARY							
		6.52	ICE PACKS		39727	6/1/2016	20230.6430		MISCELLANEOUS	LIBRARY
		1.60	DOWLES FOR BOOK CART		39727	6/1/2016	20230.6430		MISCELLANEOUS	LIBRARY
		23.67	NAPKINS/PLATES/COOKIES/VEGGIES		39727	6/1/2016	20230.6430		MISCELLANEOUS	LIBRARY
		2.00	NAPKINS		39727	6/1/2016	20230.6430		MISCELLANEOUS	LIBRARY
		12.05	NAPKINS/PLATES		39727	6/1/2016	20230.6430		MISCELLANEOUS	LIBRARY
		<u>45.84</u>								
123040	6/20/2016		2233 PIONEER RIM & WHEEL COMPANY							
		87.65	PART FOR TACK TRAILER		39644	6-080716	60703.6220		REPAIR & MAINTENANCE SUPPLIES	CENTRAL GARAGE FUND
		<u>87.65</u>								
123041	6/20/2016		2240 PLUNKETT'S INC.							
		1,194.44	JUNE 2016 - MAY 2017		39643	54444839	20243.6302		PROFESSIONAL SERVICES	DOUG WOOG ARENA
		<u>1,194.44</u>								
123042	6/20/2016		2286 QUILL CORP							
		12.98	NOTE PADS		39728	5869144	20230.6201		OFFICE SUPPLIES	LIBRARY
		95.21	INK/SHIPPING TAPE/HIGHLIGHTERS		39729	5882446	20230.6201		OFFICE SUPPLIES	LIBRARY
		60.08	PAPER/HAND TOWELS/BAGS		39729	5882446	20230.6210		OPERATING SUPPLIES	LIBRARY
		11.78	HAND SOAP		39730	5898607	20230.6210		OPERATING SUPPLIES	LIBRARY
		35.78	TAPE & BATTERIES		39731	6140999	20230.6201		OFFICE SUPPLIES	LIBRARY

Council Check Register by GL
Council Check Register and Summary

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
123042	6/20/2016		2286 QUILL CORP						Continued...	
		8.99	TISSUE		39731	6140999	20230.6210		OPERATING SUPPLIES	LIBRARY
		2.49	SHAMROCK STICKERS		39732	6163989	20230.6201		OFFICE SUPPLIES	LIBRARY
		<u>227.31</u>								
123043	6/20/2016		2312 RECORDED BOOKS INC							
		99.00	BOOK ON CD		39733	75339577	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		99.00	BOOK ON CD		39734	75339715	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		<u>198.00</u>								
123044	6/20/2016		1634 RICOH USA, INC.							
		227.00	COPIER RENTAL		39645	10210.6378	10210.6378		COPIER MAINTENANCE AGREEMENT	POLICE PROTECTION
		<u>227.00</u>								
123045	6/20/2016		2344 RIVER COUNTRY COOPERATIVE							
		241.25	MAY FUEL PURCHASES		39646	141375 5/31/16	20245.6250		MERCHANDISE FOR RESALE	AIRPORT
		1,164.15	DIESEL FUEL		39744	141373 5/31/16	60703.6210		OPERATING SUPPLIES	CENTRAL GARAGE FUND
		3,421.15	FUEL/PUBLIC WORKS/MAY		39745	141382	60703.6210		OPERATING SUPPLIES	CENTRAL GARAGE FUND
						5/31/2016				
		3,474.15	FUEL/POLICE/MAY		39746	141383	60703.6210		OPERATING SUPPLIES	CENTRAL GARAGE FUND
						5/31/2016				
		264.99	FUEL/ENGINEERING/MAY		39747	141384	60703.6210		OPERATING SUPPLIES	CENTRAL GARAGE FUND
						5/31/2016				
		<u>8,565.69</u>								
123046	6/20/2016		2365 ROTO ROOTER SERVICES COMPANY, INC.							
		309.00	SEWER PIPE CLEANING/FIRE DEPT		39647	04819037812	10330.6371		REPAIRS & MAINT CONTRACTUAL	BUILDINGS
		<u>309.00</u>								
123047	6/20/2016		5537 SAFE-FAST INC							
		184.00	WORK GLOVES		39648	INV168652	10320.6220		REPAIR & MAINTENANCE SUPPLIES	PUBLIC WORKS
		184.00	WORK GLOVES		39648	INV168652	10340.6220		REPAIR & MAINTENANCE SUPPLIES	PARKS FACILITIES AND MTNCE
		184.00	WORK GLOVES		39648	INV168652	50605.6220		REPAIR & MAINTENANCE SUPPLIES	WATER UTILITY
		<u>552.00</u>								
123048	6/20/2016		2408 SCHINDLER ELEVATOR CORPORATION							
		667.03	MAY PREVENTIVE MAINTENANCE		39650	8104274441	50677.6371		REPAIRS & MAINT CONTRACTUAL	NAN MCKAY APT BLDG
		687.77	MAY PREVENTIVE MAINTENANCE		39651	8104274276	50678.6371		REPAIRS & MAINT CONTRACTUAL	JOHN CARROLL APT BLDG
		<u>1,354.80</u>								
123049	6/20/2016		4125 SCHWEISS DOORS							

CITY OF SOUTH ST PAUL
 Council Check Register by GL
 Council Check Register and Summary

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
123049	6/20/2016		4125 SCHWEISS DOORS						Continued...	
		811.90	HANGER #3 HINGE REPAIR		39649	45200	20245.6371		REPAIRS & MAINT CONTRACTUAL	AIRPORT
		<u>811.90</u>								
123050	6/20/2016		2510 SOUTH ST. PAUL PUBLIC SCHOOLS							
		82.84	5/11/2016 WOOG ARENA		39735	6/3/2016	20216.6210	227559	OPERATING SUPPLIES	GRANTS/DONATIONS COMM AFFAIRS
		165.68	5/11/2016 WOOG ARENA		39735	6/3/2016	20216.6210	227559	OPERATING SUPPLIES	GRANTS/DONATIONS COMM AFFAIRS
		<u>248.52</u>								
123051	6/20/2016		2510 SOUTH ST. PAUL PUBLIC SCHOOLS							
		12,004.86	FAMILY LOCKER RM SHOWER INV#2		39736	779	20250.6560		BUILDING FIXTURES AND IMPRS	CENTRAL SQUARE
		<u>12,004.86</u>								
123052	6/20/2016		6859 SUBURBAN ELECTRIC							
		35.00	SS021585 ELEC/820 PARK LANE		39737	SS021585	10420.4266		ELECTRICAL	LICENSING & CODE ENFORCEMENT
		1.00	STATE SURCHARGE		39737	SS021585	10101.2083		SURCHARGES	GENERAL FUND
		<u>36.00</u>								
123053	6/20/2016		2598 SWEEPER SERVICES, LLC							
		2,033.60	ROLLER/CONVEYOR BELT/BEARINGS		39652	16129	60703.6220		REPAIR & MAINTENANCE SUPPLIES	CENTRAL GARAGE FUND
		<u>2,033.60</u>								
123054	6/20/2016		2682 TRUGREEN							
		62.00	WEED CONTROL/ALICE CT TOWER		39653	47840991	10340.6371		REPAIRS & MAINT CONTRACTUAL	PARKS FACILITIES AND MTNCE
		30.00	WEED CONTROL/9TH AVE TOWER		39654	47845966	10340.6371		REPAIRS & MAINT CONTRACTUAL	PARKS FACILITIES AND MTNCE
		250.00	WEED CONTROL/AIRPORT		39655	47869072	20245.6371		REPAIRS & MAINT CONTRACTUAL	AIRPORT
		115.00	WEED CONTROL/PUMPHOUSE#4		39657	47889064	10340.6371		REPAIRS & MAINT CONTRACTUAL	PARKS FACILITIES AND MTNCE
		40.00	WEED CONTROL/GRAND AVE BLVD		39658	48143718	10340.6371		REPAIRS & MAINT CONTRACTUAL	PARKS FACILITIES AND MTNCE
		30.00	WEED CONTROL PUMPHOUSE #3		39804	47889061	10340.6371		REPAIRS & MAINT CONTRACTUAL	PARKS FACILITIES AND MTNCE
		<u>527.00</u>								
123055	6/20/2016		6729 TWIST OFFICE PRODUCTS							
		85.69	TRASH BAGS/TOISSUE		39738	761711-0	20230.6210		OPERATING SUPPLIES	LIBRARY
		<u>85.69</u>								
123056	6/20/2016		2705 UNIFORMS UNLIMITED							
		246.97	SOCKS/HOLSTER/T SHIRTS		39659	30026-1	10210.6245		CLOTHING ALLOWANCE	POLICE PROTECTION
		<u>246.97</u>								
123057	6/20/2016		6706 UNIQUE SOFTWARE CORPORATION							
		8,577.00	COMPUTERS		39739	239717	20212.6580	227638	OTHER EQUIPMENT	GRANTS/DONATIONS POLICE

CITY OF SOUTH ST PAUL
 Council Check Register by GL
 Council Check Register and Summary

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
2016188	6/6/2016		6037 HEALTHPARTNERS-DENTAL						Continued...	
		568.65	DENTAL CALIMS PAID		39661	05/26-06/01/2016	60709.6132		DENTAL CLAIMS PAID	SELF-INSURED DENTAL
		<u>568.65</u>								
2016189	6/7/2016		6537 FDGL LEASE PAYMENT							
		30.00	CC LEASE PAYMENT/MAY		39662	160607	10315.6412		CREDIT CARD/ACH/BANK FEE	ENGINEERING
		20.00	CC LEASE PAYMENT/MAY		39662	160607	10520.6412		CREDIT CARD/ACH/BANK FEE	PARKS ADMINISTRATION
		60.00	CC LEASE PAYMENT/MAY		39662	160607	20243.6412		CREDIT CARD/ACH/BANK FEE	DOUG WOOG ARENA
		10.00	CC LEASE PAYMENT/MAY		39662	160607	20250.6412		CREDIT CARD/ACH/BANK FEE	CENTRAL SQUARE
		<u>30.00</u>	CC LEASE PAYMENT/MAY		39662	160607	50600.6412		CREDIT CARD/ACH/BANK FEE	UTILITY ADMINISTRATION
		150.00								
2016190	6/13/2016		6037 HEALTHPARTNERS-DENTAL							
		1,087.77	DENTAL CLAIMS PAID		39663	06/02-06/08/2016	60709.6132		DENTAL CLAIMS PAID	SELF-INSURED DENTAL
		<u>1,087.77</u>								
2016191	6/21/2016		6537 FDGL LEASE PAYMENT							
		<u>12.00</u>	WOOG ARENA		39805	160621	20243.6412		CREDIT CARD/ACH/BANK FEE	DOUG WOOG ARENA
		12.00								
2016192	6/17/2016		1559 HEALTHPARTNERS							
		191.88	HRA REINBURSEMENT		39806	06/08-06/14/2016	70805.6131		EMPLOYEE HRA REIMBURSEMENT	EMPLOYEE HEALTH REIMBUR
		<u>191.88</u>								
2016193	5/20/2016		6537 FDGL LEASE PAYMENT							
		<u>12.00</u>	CC LEASE-KEYPAD		39262	160520	20243.6412		CREDIT CARD/ACH/BANK FEE	DOUG WOOG ARENA
		12.00								
		<u>814,941.40</u>	Grand Total							
									<u>Payment Instrument Totals</u>	
									Checks	679,961.66
									EFT Payments	<u>134,979.74</u>
									Total Payments	814,941.40



CITY COUNCIL AGENDA REPORT

DATE: June 20, 2016

DEPARTMENT: Finance

ADMINISTRATOR: 

8-C

AGENDA ITEM: Accept the 2016 1st Quarter Financial Report and authorize 2016 Budget amendment

ACTION TO BE CONSIDERED:

1. Motion to accept the 2016 1st Quarter Financial Report
2. Adopt Resolution 2016-120 to amend the 2016 Budget

OVERVIEW:

The Finance Department has prepared the *attached first quarter financial report* which was reviewed by the Council at the June 13, 2016 worksession. Finance has not noted any worrisome variances in the operating funds for the 1st quarter. The variances that have occurred are noted in the attached report.

The attached financial report includes the following recommended budget revisions:

- Contingency Fund balance has been allocated across several departments to reflect settled contracts and benefit adjustments. Net impact in the general fund of \$134,720 and tax revenue allocations from General fund to the Arena and Library funds of \$12,480 and \$9,560 respectively.
- Budget adjustment to correct error in the original budget for City Clerk \$7,000 and Water Utility \$20,000. The contingency fund was reduced to offset the City Clerk adjustment.

Formal council action is requested for these Budget modifications through the approval of a motion accepting the 2nd Quarter Financial Report and by the subsequent adoption of attached resolution 2016-120, which would authorize the proposed budget amendments.

SOURCE OF FUNDS:

As outlined in this Agenda report

City of South St. Paul
Dakota County, Minnesota

Resolution No. 2016-120 Authorizing 2016 Budget Amendments

WHEREAS, the Mayor and City Council adopted an annual Operating Budget for the current fiscal year in December 2015 after considerable discussion and consideration which was based on the best and most accurate information available at that time; and,

WHEREAS, changes in circumstances and different or more accurate information can periodically arise during a fiscal year to challenge the assumptions incorporated in the adopted annual Operating Budget, suggesting the need for Budget amendments to enable the City to better manage its resources for the balance of the fiscal year; and,

WHEREAS, the Mayor and City Council have received, reviewed and discussed the 2016 1st Quarter Financial Report and, the Mayor and City Council have thereupon carefully determined that the 2016 Operating Budget, as a guide plan for City operations, could be improved by the adoption of certain amendments.

NOW, THEREFORE, BE IT RESOLVED THAT the City Council of the City of South St. Paul hereby approves the following budget amendments:

	<u>Expenditures</u>	<u>Revenues</u>
Administration	\$5,297	(\$19,720)
Human Resources	2,211	
City Clerk	10,048	
Information Technology	2,888	
Recycling	805	
Finance	(8,564)	
Police	72,622	
Fire	392	
Engineering	17,074	
Streets, Alleys, and Blvd's	18,559	
Buildings	3,082	
Parks Facilities and Maintenance	6,909	
Planning & Zoning	13,406	
Code Enforcement	(25,272)	
Parks Administration	14,658	
Splash Pool	1,039	
Northview Pool	1,039	
Recreation Programs	2,137	
Community Affairs	3,390	
Contingencies	(161,440)	
Library Fund	9,560	9,560
Doug Woog Arena	12,480	12,480
Airport	(402)	
Central Square	13,822	

	<u>Expenditures</u>	<u>Revenues</u>
Utility Administration	10,761	
Water Utility	24,142	
Sewer Utility	1,993	
Central Garage	(2,323)	

Adopted this 20th day of June, 2016.

City Clerk

City of South St. Paul
 First Quarter Financial Report
 and Budget Amendments

Description	2016 Original Budget	2016 Amended Budget	Actual thru March 2016	Benchmark 25% Percent	Budget Amendment
GENERAL OPERATING FUND					
GENERAL FUND - REVENUES					
Taxes	7,854,557	7,834,837	0.00	0.00% A,O	(19,720)
Fees	1,651,570	1,651,570	217,634.67	13.18% B	
Intergovernmental	2,179,616	2,179,616	160,579.71	7.37% C	
Charges for Services	1,424,833	1,424,833	409,484.54	28.74%	
Other Revenues	84,600	84,600	349.71	0.41% D	
Transfers In/Fund Balance	278,822	278,822	40,005.00	14.35%	
Total Revenues	13,473,998	13,454,278	828,053.63	6.15%	(19,720)
GENERAL FUND - EXPENDITURES					
General Government					
Mayor & Council	109,597	109,597	33,080.84	30.18% E	
Administration	355,578	360,875	92,384.09	25.60% N	5,297
Human Resources	133,983	136,194	20,420.36	14.99% G,N	2,211
City Attorney - Criminal	157,000	157,000	34,614.57	22.05% I	
City Attorney - Civil and Retainer	70,000	70,000	11,082.65	15.83% I	
City Clerk	120,354	130,402	27,170.69	20.84% G,N,O	10,048
Information Technology	228,829	231,717	71,617.13	30.91% F,N	2,888
Recycling	42,807	43,612	4,730.48	10.85% G,N	805
Finance	457,750	449,186	92,637.68	20.26% G,N	(8,564)
Total General Government	1,675,898	1,688,583	387,738.49	23.14%	12,685
Police	4,977,276	5,049,898	1,222,560.86	24.21% N	72,622
Fire	2,104,317	2,104,709	520,224.37	24.72% N	392
Total Public Safety	7,081,593	7,154,607	1,742,785.23	24.61%	73,014
Engineering	472,380	489,454	107,658.66	22.00% H,N	17,074
Streets, Alley's and Blvd's	1,543,473	1,562,032	369,506.91	23.66% H,N	18,559
Buildings	288,416	291,498	60,562.21	20.78% H,N	3,082
Parks Facilities and Maintenance	646,258	653,167	144,197.95	22.08% H,N	6,909
Total Public Works	2,950,527	2,996,151	681,925.73	23.11%	45,624
Planning & Zoning	206,570	219,976	46,099.50	20.96% H,N	13,406
Code Enforcement	466,813	441,541	85,227.07	19.30% H,N	(25,272)
Total Community Development	673,383	661,517	131,326.57	19.50%	(11,866)
Parks Administration	327,968	342,626	81,039.47	23.65% N	14,658
Splash Pool	76,561	77,600	5,882.77	7.58% H,N	1,039
Northview Pool	77,010	78,049	5,382.68	6.90% H,N	1,039
Recreation Programs	182,575	184,712	31,374.37	16.99% H,N	2,137
Community Affairs	108,483	111,873	25,397.53	22.70% N	3,390
Total Leisure Services	772,597	794,860	149,076.82	19.30%	22,263
Contingencies	300,000	138,560		N	(161,440)
Transfers out	20,000	20,000	5,001.00	25.01%	
Total Nondepartmental	320,000	158,560	5,001.00	1.56%	(161,440)
Total Expenditures	13,473,998	13,454,278	3,097,853.84	22.99%	(19,720)
Revenues Over (Under) Expenditures	0	0	(2,269,800.21)		
OTHER OPERATING FUNDS					
LIBRARY FUND					
Revenues	724,987	734,547	1,296.14	0.18% A,N	9,560
Expenditures	724,987	734,547	165,079.41	22.47% G,N	9,560
Revenues Over (Under) Expenditures	0	0	(163,783.27)		
DOUG WOOG ARENA					
Revenues	984,742	997,222	177,232.97	18.00% A,H,N	12,480
Expenditures	984,742	997,222	205,385.77	20.60% H,K,N	12,480
Revenues Over (Under) Expenditures	0	0	(28,152.80)		
AIRPORT OPERATING FUND					
Revenues	1,256,589	1,256,589	282,957.47	22.52% J,N	
Expenditures	1,132,156	1,131,754	146,190.85	12.92% K,N	(402)
Revenues Over (Under) Expenditures	124,433	124,835	136,766.62		
CENTRAL SQUARE FUND					
Revenues	355,541	369,363	97,940.29	27.55%	
Expenditures	368,826	382,648	71,327.24	18.64% K,N	13,822
Revenues Over (Under) Expenditures	(13,285)	(13,285)	26,613.05		
STORM WATER UTILITY FUND					

City of South St. Paul
 First Quarter Financial Report
 and Budget Amendments

Operating Revenues and Grants	743,285	743,285	12,273.53	1.65% J,L
Expenditures - Operating	310,165	310,165	96,117.54	30.99%
Transfers - Capital	546,000	546,000	10,002.00	1.83% K,M
Revenues Over (Under) Expenditures	(112,880)	(112,880)	(93,846.01)	

STREET LIGHT UTILITY FUND

Revenues	229,571	229,571	11,665.35	5.08% L
Expenditures	263,168	263,168	35,680.74	13.56% G,K
Revenues Over (Under) Expenditures	(33,597)	(33,597)	(24,015.39)	

WATER AND SEWER UTILITY FUND

Revenues				
Administration	70,000	70,000	0.00	0.00% D
Water Utility	1,876,812	1,876,812	68,927.69	3.67% L
Sewer Utility	6,223,576	6,223,576	48,141.64	0.77% L
Total Revenues	8,170,388	8,170,388	117,069.33	
Expenditures				
Administration	366,007	376,768	106,999.64	28.40% N 10,761
Water Utility	1,052,111	1,076,253	221,809.36	20.61% N,O 24,142
Sewer Utility	3,011,860	3,013,853	751,362.75	24.93% N 1,993
Total Expenditures	4,429,978	4,466,874	1,080,171.75	
Transfers				
Water Utility	350,000	350,000	12,501.00	3.57% M
Sewer Utility	350,000	350,000	12,501.00	3.57% M
Total Transfers	700,000	700,000	25,002.00	
Net Income (Loss)	3,040,410	3,003,514	(988,104.42)	

CENTRAL GARAGE - INTERNAL SERVICE FUND

Revenues	1,062,169	1,062,169	255,031.64	24.01%
Expenditures	1,182,844	1,180,521	196,138.73	16.61% K,N (2,323)
Net Income (Loss)	(120,675)	(118,352)	58,892.91	

Tickmark Explanations for Budget VS Actual Variances and for Budget Revisions

- A. Taxes are received in June/July and December/January
- B. 1st quarter Franchise fees come in April, other fees are seasonal and will come in over the next 3 quarters
 Building Permits are seasonal and will come in later in the year
- C. LGA is received in July and December
- D. Interest earnings are allocated at year end and other minor revenues come in 2nd quarter
- E. First and second quarter property and casualty insurance was paid through March 31.
- F. Software licenses for the year have been paid
- G. Certain services billed later in the year-training, clean up day, elections, etc.
- H. Seasonal activity does not occur evenly through the year
- I. Legal services for 2 months, so the target would be 16.7%, smooths out during the year
- J. State and Federal grant revenues haven't come in yet
- K. Capital, Debt and repairs & maintenance expenses will occur later in the year
- L. Utility revenues are based on service delivery bills issued in Jan, Feb, Mar of 2015 are accrued back to the 2014 books as they are for services delivered in 2013. This is a regular & routine occurrence.
- M. Transfers will be recorded later in the year
- N. Budget adjustment for settled contracts & health insurance, adjusted tax revenues between general fund, Library fund, Wakota Arena and contingency increased by the net decreases
- O. Budget adjustment to correct error in original budget - links didn't pull the detail into the summary budget
 City Clerk +\$8,000/Water Utility +\$20,000



CITY COUNCIL AGENDA REPORT

DATE: JUNE 20, 2016

DEPARTMENT: Licensing & Code Enforcement Division

ADMINISTRATOR: SPK

8-D

AGENDA ITEM: Business Licenses

ACTION TO BE CONSIDERED:

Motion to adopt attached list, approving Business Licenses.

OVERVIEW:

Municipal code requires that a license be obtained prior to engaging in any trade, profession or business in the city. All City licenses are annual running April 1st to May 31st. Municipal Code requires that all licenses be approved by the City Council and subject to filing of insurance certificates, background investigations, and submittal of all required forms and documents prior to issuance.

The following new applications are also listed on the attachment:

<u>License Type</u>	<u>Name of Applicant</u>	<u>Address</u>	<u>License No.</u>
Rental Housing	Syndicate Holdings, LLC Goran Vejzovic	328 4 th Ave S	00005427
Rental Housing	Scott Stanley	106 Spruce St E	00005455
Rental Housing	Trachmar, LLC Travis Anderson Chad Anderson Mark Grinsteinner	249 Spruce St E	00005465

SOURCE OF FUNDS:

N/A



Memorandum

RENTAL HOUSING PROPERTY RECORD

FROM: Licensing/Code Enforcement Division

DATE: May 19, 2016

PROPERTY ADDRESS: 328 4th Avenue South

PROPERTY OWNER: Syndicate Holdings, LLC – Owner Goran Vejzovic

The Property Owner has additional rental properties located outside of South St. Paul. An investigation of these properties has resulted in the following information:

Street Address	City	State	Results of Investigation
391 Grand Ave, Unit 106	St. Paul	MN	No issues with current property owner.
487 Bay Street	St. Paul	MN	No issues with current property owner.
44 Riverwoods Drive	St. Paul	MN	No information available.

City of Minneapolis - Definition of Rental License Levels:

- Tier I: Gold Star
- Tier II: Some Police Interaction
- Tier III: Repeat Offender

City of St. Paul:

- No rental licensing program
- City's website lists property information, including permits issued and code enforcement violations.



Memorandum

RENTAL HOUSING PROPERTY RECORD

TO: Police Department
FROM: Licensing & Code Enforcement Division
DATE: May 19, 2016
PROPERTY ADDRESS: 328 4th Avenue South
NUMBER OF UNITS: 2

- Based upon the number of police responses to the property listed above, please review and either recommend approval or denial:

Number of Police Calls during the past 12 months relating to rental violations: 2

Recommend approval: Yes

Recommend denial: Yes

- Based upon the background investigation of the applicant applying for a rental license please review and either recommend approval or denial:

Recommend approval: Yes

Recommend denial: Yes

- Please provide results from background investigation.

PLEASE RETURN THIS FORM AND ALL CORRESPONDENCE ATTACHED TO SHIRLEY



Memorandum

RENTAL HOUSING PROPERTY RECORD

FROM: Licensing/Code Enforcement Division

DATE: May 23, 2016

PROPERTY ADDRESS: 106 Spruce Street East

PROPERTY OWNER: Scott Stanley

The Property Owner did not list any other properties owned.

City of Minneapolis - Definition of Rental License Levels:

- Tier I: Gold Star
- Tier II: Some Police Interaction
- Tier III: Repeat Offender

City of St. Paul:

- No rental licensing program
- City's website lists property information, including permits issued and code enforcement violations.



Memorandum

RENTAL HOUSING PROPERTY RECORD

TO: Police Department
FROM: Licensing & Code Enforcement Division
DATE: May 23, 2016
PROPERTY ADDRESS: 106 Spruce Street East
NUMBER OF UNITS: 1

- Based upon the number of police responses to the property listed above, please review and either recommend approval or denial:

Number of Police Calls during the past 12 months relating to rental violations: 0

Recommend approval: Yes

Recommend denial: Yes

- Based upon the background investigation of the applicant applying for a rental license please review and either recommend approval or denial:

Recommend approval: Yes

Recommend denial: Yes

- Please provide results from background investigation, if recommended denial.

PLEASE RETURN THIS FORM AND ALL CORRESPONDENCE ATTACHED TO SHIRLEY



Memorandum

RENTAL HOUSING PROPERTY RECORD

FROM: Shirley Johnson, Deputy City Clerk, Licensing/Code Enforcement Division

DATE: June 7, 2016

PROPERTY ADDRESS: 249 Spruce Street East

PROPERTY OWNER: Trachmar, LLC – Travis Anderson, Chad Anderson, and Mark Grinsteinner

The Property Owner has additional rental properties located outside of South St. Paul. An investigation of these properties has resulted in the following information:

Street Address	City	State	Results of Investigation
766 Bush Ave	St. Paul	MN	St. Paul does not have a rental licensing program. City's website lists no code enforcement issues or complaints with this property or the owner.
1661 3 rd Ave	Newport	MN	Contacted City staff – the Rental License is current. No code enforcement issues or complaints with the property or owner.
8866 Branson Dr	Inver Grove Heights	MN	Inver Grove Heights does not have a rental licensing program. Contacted City staff - no code violations past or present.

City of Minneapolis - Definition of Rental License Levels:

- Tier I: Gold Star
- Tier II: Some Police Interaction
- Tier III: Repeat Offender

City of St. Paul:

- No rental licensing program
- City's website lists property information, including permits issued and code enforcement violations.



Memorandum

RENTAL HOUSING PROPERTY RECORD

TO: Police Department

FROM: Licensing & Code Enforcement Division

DATE: June 6, 2016

PROPERTY ADDRESS: 249 Spruce Street East

NUMBER OF UNITS: 3

OWNER(S): Trachmar, LLC
Travis Brian Anderson, Chad Brian Anderson, and Mark Ryan Grinsteinner

- Based upon the number of police responses to the property listed above, please review and either recommend approval or denial:

Number of Police Calls during the past 12 months relating to rental violations: 0

Recommend approval: Yes

Recommend denial: Yes

- Based upon the background investigation of the applicant applying for a rental license please review and either recommend approval or denial:

Recommend approval: Yes *4/1*

Recommend denial: Yes

- Please provide results from background investigation, if recommended denial.

PLEASE RETURN THIS FORM AND ALL CORRESPONDENCE ATTACHED TO SHIRLEY



City Council Agenda Report

Date: June 20, 2016

Department: Licensing & Code Enforcement Division

Administrator: SPK

8 - E

Agenda Item: Charitable Gambling Exemption – South St. Paul Rod & Gun Club

Action to be considered:

Motion to adopt Resolution No. 2016-112 - Resolution Concurring with the Issuance of a Minnesota Lawful Gambling Exemption for South St. Paul Rod & Gun Club.

Overview:

A request has been received from South St. Paul Rod & Gun Club for the approval of a license to conduct a raffle under Lawful Gambling Exemption of the State Law. This is not to be confused with Gambling Licenses, which are issued for continuous sale of pull-tabs, etc. The scheduled date of this event is August 6, 2016, to be held at South St. Paul Rod & Gun Club, 600 Gun Club Road.

Source of Funds:

n/a

City of South St. Paul
Dakota County, Minnesota

RESOLUTION NO. 2016-112

**RESOLUTION CONCURRING WITH THE ISSUANCE OF A
MINNESOTA LAWFUL GAMBLING EXEMPTION FOR
SOUTH ST. PAUL ROD & GUN CLUB**

WHEREAS, South St. Paul Rod & Gun Club has made application to the Gambling Control Board to hold a lawful gambling exempt activity on August 6, 2016; and

WHEREAS, the City has no objection to said activity.

NOW, THEREFORE, BE IT RESOLVED that the South St. Paul City Council hereby concurs with the issuance of a Lawful Gambling Exemption Permit by the Gambling Board to South St. Paul Rod & Gun Club to be held on August 6, 2016, at South St. Paul Rod & Gun Club, 600 Gun Club Road, South St. Paul, Minnesota, and hereby waives the 30 day waiting period.

Adopted this 20th day of June, 2016.

City Clerk

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: CAPITAL CITY STRUTTERS - NWTF Previous Gambling Permit Number: _____

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

Mailing Address: 6532 81ST ST. SO

City: COTTAGE GROVE State: MN Zip: 55016 County: WASHINGTON

Name of Chief Executive Officer (CEO): Jim PEIFFER

Daytime Phone: 651-459-5772 Email: JICAPE@MSN.COM

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 Secretary of State website, phone numbers:
60 Empire Drive, Suite 100 www.sos.state.mn.us
St. Paul, MN 55103 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): SOUTH ST. PAUL GUN CLUB

Address (do not use P.O. box): 600 GUN CLUB RD.

City or Township: So. ST. PAUL Zip: 55057 County: DAKOTA

Date(s) of activity (for raffles, indicate the date of the drawing): AUGUST 6TH 2016

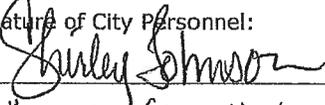
Check each type of gambling activity that your organization will conduct:

Bingo* Paddlewheels* Pull-Tabs* Tipboards*

Raffle (total value of raffle prizes awarded for the calendar year: \$ 9,600)

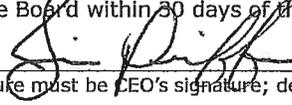
* **Gambling equipment** for bingo paper, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo number selection devices may be borrowed from another organization authorized to conduct bingo.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

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

<p style="text-align: center;">CITY APPROVAL for a gambling premises located within city limits</p> <p><input checked="" type="checkbox"/> The application is acknowledged with no waiting period.</p> <p><input type="checkbox"/> 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).</p> <p><input type="checkbox"/> The application is denied.</p> <p>Print City Name: <u>South St. Paul</u></p> <p>Signature of City Personnel: </p> <p>Title: <u>Deputy City Clerk</u> Date: <u>6/07/2016</u></p> <div style="border: 1px solid black; padding: 5px; text-align: center; margin-top: 20px;"> <p>The city or county must sign before submitting application to the Gambling Control Board.</p> </div>	<p style="text-align: center;">COUNTY APPROVAL for a gambling premises located in a township</p> <p><input type="checkbox"/> The application is acknowledged with no waiting period.</p> <p><input type="checkbox"/> The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.</p> <p><input type="checkbox"/> The application is denied.</p> <p>Print County Name: _____</p> <p>Signature of County Personnel: _____</p> <p>Title: _____ Date: _____</p> <p>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.)</p> <p>Print Township Name: _____</p> <p>Signature of Township Officer: _____</p> <p>Title: _____ Date: _____</p>
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CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

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

Chief Executive Officer's Signature:  Date: 6-7-16

(Signature must be CEO's signature; designee may not sign)

Print Name: Jim PEIFFER

REQUIREMENTS	MAIL APPLICATION AND ATTACHMENTS
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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 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.

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



CITY COUNCIL AGENDA REPORT

DATE: JUNE 20, 2016

DEPARTMENT: Engineering

ADMINISTRATOR: _____

8-F

AGENDA ITEM: State of Minnesota/DNR Grant Amendment #3 for Flood Hazard Mitigation Measures/Levee Upgrades

ACTION TO BE CONSIDERED:

Adopt Resolution 2015-114 RESOLUTION APPROVING AMENDMENT #3 TO GRANT AGREEMENT BETWEEN THE CITY AND STATE OF MINNESOTA.

OVERVIEW:

The Minnesota Department of Natural Resources (DNR) has a flood hazard mitigation grant program which is funded through the State legislature. In 2011, the City of South St. Paul was successful in the application of being specifically included in the recent state legislature for flood hazard mitigation. A recent investigation and extensive review of the City's flood control system identified many areas that need to be upgraded. In the application, the City identified \$2.4 million in project costs for the flood control system renovation. The City received \$1.2 million dollars in this grant program. However due to timing, increased scope of the project, complexity of the project, and rising construction costs, the cost of the project has risen to well over \$4,000,000. Based on this, the staff has pursued an amendment to the grant agreement to increase the grant award commensurate with the additional project costs. The DNR has granted that amendment request in the amount of an additional \$1.2 million and a time extension to the original grant. That time extension was until December 31, 2015. Amendment #2, approved on October 19, 2015, extended the date until December 31, 2016.

Now the City is in the final stages of the levee project but a few of the final items (installing a gate on an ungated culvert and culvert re-lining, demolition of old sewage plant building, and recertification of the levee) will not be done until 2017. Therefore another time extension is necessary. This amendment is a time extension only until December 31, 2017, no additional funding.

SOURCE OF FUNDS:

The City share for the grant matching funds will come from the storm water utility, TIF monies or other sources to be determined.

City of South St. Paul
Dakota County, Minnesota

RESOLUTION NO. 2016-114

**RESOLUTION APPROVING AMENDMENT NO. 3 TO A GRANT AGREEMENT
BETWEEN THE CITY AND THE STATE OF MINNESOTA**

WHEREAS, the City Council has reviewed and considered amendment No. 3 to the grant agreement between the City and the State of Minnesota, with respect to a time extension until December 31, 2017 for Flood Hazard Mitigation in South St. Paul and related matters (the "Amendment");

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of South St. Paul, Minnesota, as follows:

1. That the Amendment and the transactions contemplated thereby be, and are, hereby approved.
2. That the Mayor and the City Clerk are hereby authorized and directed to execute and deliver the Amendment in the name and on behalf of the City.

Adopted this 20th day of June, 2016.

City Clerk

AMENDMENT NO. 3 for Grant Agreement #3000007237/33657

Grant Start Date: 10/13/2011
Original Grant Expiration Date: 12/31/2013
Current Grant Expiration Date: 12/31/2016
Requested Grant Expiration Date: 12/31/2017

Total Grant Amount: \$ 2,400,000.00
Original Grant: \$ 1,200,000.00
Previous Amendment(s) Total: \$ 1,200,000.00
This Amendment: \$ 0

This amendment is by and between the State of Minnesota, through its Commissioner of Natural Resources ("State") and the City of South St. Paul, 125 3rd Avenue North, South St. Paul, Minnesota, 55075 (hereinafter the "Grantee").

Recitals

1. The State has a grant contract with the Grantee identified as #3000007237 ("Original Grant Contract") to provide funding for the administration, design, engineering, and construction of improvements to identified deficiencies in Grantee's existing flood protection system.
2. The State and the Grantee have agreed that additional time will be necessary for the satisfactory completion of the Agreement.
3. The State and the Grantee are willing to amend the Original Grant as stated below.

Grant Amendment

REVISION 1. Provision **11.0 TERM, 11.1 EFFECTIVE DATE** is amended as follows:

This Grant shall become legally effective upon such date as it is executed by the Department of Natural Resources and shall remain in effect until ~~December 31, 2016~~, December 31, 2017 or until all obligations set forth in this Grant have been satisfactorily fulfilled, whichever occurs first.

Except as amended herein, the terms and conditions of the Original Grant and all previous amendments remain in full force and effect.

1. STATE ENCUMBRANCE VERIFICATION

Individual certifies that funds have been encumbered as required by Minn. Stat. §§ 16A.15 and 16C.05.

Signed: N/A

Date: _____

Contract No. #3000007237 /33657

02-1-2016 FB

3. STATE AGENCY

Individual certifies the applicable provisions of Minn. Stat. §16C.08, subdivisions 2 and 3 are reaffirmed.

By: _____
(with delegated authority)

Title: _____

Date: _____

2. GRANTEE

The Grantee certifies that the appropriate person(s) have executed the grant on behalf of the Grantee as required by applicable articles, bylaws, resolutions, or ordinances.

By: _____

Title: _____

Date: _____

Distribution: Agency
Grantee
State's Authorized Representative - Photo Copy

By: _____

Title: _____

Date: _____



CITY COUNCIL AGENDA REPORT

DATE: JUNE 20, 2016

DEPARTMENT: Engineering

ADMINISTRATOR: SK

8-G

AGENDA ITEM: Sewer Service Claim – Settlement Agreement – 650-10th Avenue North

ACTION TO BE CONSIDERED:

Pass a motion to approve a settlement agreement with John & Jamie Joseph for their property at 650-10th Avenue North regarding sewer service line repair.

OVERVIEW:

The property owner of 650-10th Ave. No. has completed all of the necessary requirements to qualify for 50% of the cost of the sewer repair up to a maximum of \$2500 settlement from the City for repair of the sewer service line, in accordance with the adopted sewer service line repair policy

SOURCE OF FUNDS:

Sanitary Sewer Enterprise Fund

SETTLEMENT AGREEMENT

THIS SETTLEMENT AGREEMENT (“Agreement”) is entered into and effective as of the _____ day of _____, 201__ (“Agreement Date”), by and between the City of South St. Paul, a Minnesota municipal corporation (the “City”), and John Michael Joseph and Jamie Joseph a (*married couple*) (“Property Owner”).

RECITALS

WHEREAS, the Property Owner owns real property which is improved with a single-family home in the City of South St. Paul, located at 650-10th Avenue North (“Property”); and

WHEREAS, it has been determined that the Property has a sanitary sewer service pipe connection in the City’s right of way that involves a six inch line being connected to a four inch line; and

WHEREAS, the Property Owner has experienced problems of clogging, backup or other sewer issues (“Sewer Issues”) and

- The City had previously replaced the service line and made the connection to the existing service line that is in question; and
- The connection has been determined by a 3rd party contractor hired by the homeowner to be the cause of the Sewer Issues; and
- The City Engineer or his designee has visually verified that the connection is the likely cause of the Sewer Issues;

WHEREAS, this Agreement is intended to resolve the dispute between the parties arising from the Sewer Issues.

NOW, THEREFORE, in consideration of the mutual promises and covenants of each to the other contained in this Agreement and other good and valuable consideration, receipt of which is hereby acknowledged, the parties hereto do covenant and agree as follows:

ARTICLE I THE AGREEMENT

Section 1.01 Purpose. The purpose of this Agreement is to memorialize the covenants and agreements between the City and the Property Owner with regard to the Sewer Issues.

Section 1.02 Cooperation. The City and Property Owner shall cooperate and use their respective best efforts to ensure the most expeditious implementation of the various provisions of this Agreement.

Section 1.03 Recitals. The above recitals are true and correct as of the date hereof and constitute a part of this Agreement.

ARTICLE II **COVENANTS AND AGREEMENTS**

Section 2.01 Covenants and Agreements of the City. The City covenants and agrees with the Property Owner that:

- (a) **City Execution of This Agreement:** In consideration of this Agreement, the City agrees to execute this Agreement and implement its terms as they relate to the Property.
- (b) **City Settlement Payment:** In consideration of this Agreement, the City agrees to pay Property Owner up to Two Thousand Five Hundred and 00/100 Dollars (\$2,500.00) to reimburse Property Owner for the costs of inspection and repair of the Sewer Issues as full and final settlement of the Sewer Issues. Payment will be made to Property Owner upon proof of compliance with the provisions of Section 2.02 of this Agreement.

Section 2.02 Covenants and Agreements of the Property Owner. Property Owner covenants and agrees with the City that:

- (a) **Title and Agreement Execution and Processing:** Property Owner warrants that Property Owner has good right, title and interest in the Property to enter into this Agreement and Property Owner agrees to execute this Agreement and deliver said executed copy to the City.
- (b) **Performance of Work and Proof of Payment:** Property Owner agrees that it will engage a 3rd party contractor to correct the Sewer Issues in a manner that is satisfactory to the City Engineer or his designee. Upon receipt of proof of completion and payment, the City will reimburse the Property Owner up to the amount stated in Section 2.01 (b).
- (c) **Release of Claims:** In exchange for the payments made to Property Owner in this Agreement, Property Owner, for themselves and on behalf of their heirs, executors, administrators, attorneys, and assigns, hereby releases City, its present and former council members, contractors, attorneys, representatives, employees, and agents from any and all claims, rights or causes of action of any kind and nature whatsoever, which they have or may claim to have, in any way arising out

of, connected with the Claim. This Release shall also include, but not be limited to, all claims, rights and causes of action for costs, attorney's fees, or percentage of awards or settlements which Property Owner may assert against or which may be asserted against City by anyone on behalf of Property Owner, or against any of the released parties from any third parties.

ARTICLE III **GENERAL PROVISIONS**

Section 3.01 Binding Effect. This Agreement and the terms, conditions and covenants contained herein and the transaction contemplated hereunder shall be binding upon and inure to the benefit of the parties hereto and their respective successors, heirs, personal representatives, and permitted assigns. This Agreement shall further be binding on subsequent purchasers of the Property and shall run with the Property herein described.

Section 3.02 Severability. In the event any provision of this Agreement shall be held invalid or unenforceable by any court of competent jurisdiction, such holding shall not invalidate or render unenforceable any other provision hereof.

Section 3.03 Amendments, Changes and Modifications. This Agreement may be amended or any of its terms modified or changed only by a written amendment authorized and executed by the parties hereto.

Section 3.04 Counterparts. This Agreement may be simultaneously executed in several counterparts, each of which shall be an original and all of which shall constitute but one and the same instrument.

Section 3.05 Entire Agreement. This Agreement shall constitute the entire agreement between the parties and shall supersede all prior oral or written negotiations.

Section 3.06 Applicable Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Minnesota.

Section 3.07 Captions. The captions and the headings in this Agreement are for convenience only and in no way define, limit or describe the scope or intent of any provision or section of this Agreement.

Section 3.08 Recording. The parties hereto agree that this Agreement shall not be recorded with the County Recorder and/or Registrar of Titles.



City Council Agenda

Date: June 20, 2016

Department: Human Resources

Administrator: SPK

8-H

Agenda Item: Authorize Hire of Police Office Manager

Action to be considered:

Motion to approve conditional job offer to Brianna Rosburg as Police Office Manager.

Overview:

Jean Welle, Police Office Manager, will be leaving her position with the City at the end of the summer. In anticipation of her departure, City Staff asked City Council for approval to hire a replacement prior to Jean's departure in order to allow for a smooth transition and training period.

A job announcement was placed with the League of Minnesota Cities and the City's website. An interview panel consisting of Jean Welle – Police Office Manager, Phil Oeffling and Brian Wicke – Police Commanders, and Shelly Anderson – HR Director interviewed ten candidates over the course of two days – June 3 and 9, 2016. Two finalists were invited back for a second interview with Chief Messerich on June 13, 2016.

The interview panel reached unanimous consensus that Brianna Rosburg provides an excellent match for the position requirements and recommend approval of hire contingent on successful completion of a background check. Ms. Rosburg's work experience includes working as a Paralegal in the US Attorney's Office, Legal Assistant in the Public Defender's Office, and former Police Clerk with the City of South St. Paul. *Attached is a redacted copy of Ms. Rosburg's resume and the interview questions.*

Proposed Terms of Employment:

A tentative offer of employment was verbally extended to Ms. Rosburg and was accepted. The offer is contingent on Council approval of hire and successful completion of a background investigation. Anticipated start date is July 2016.

The Police Office Manager position is a full-time, exempt position that falls within the Supervisory Association. It is proposed that Ms. Rosburg begin at Step 1 or \$23.66 per hour. Assuming continuation of a step progression methodology, a half step increase would be granted after six months of satisfactory performance and another half step after one year of satisfactory performance. All other benefits in accord with the Supervisory Association contract.

Financial Considerations:

The Police Department budget provides sufficient resources for employment on the terms described above.

Brianna Leigh Rosburg



Profile

I am a very organized, analytical independent worker with strong time-management skills; detail-oriented professional with strong technical skills with the ability to learn concepts quickly. I enjoy talking to people and assisting them any way that I can. A confident legal professional communicator with outstanding listening and presentation skills.

Skills Summary

- ◆ PowerPoint proficient
- ◆ Microsoft Office expert
- ◆ ProPhoenix RMS proficient
- ◆ CAD (Police)
- ◆ Westlaw Proficient
- ◆ Portals Certified
- ◆ SharePoint
- ◆ CJIN skilled/NCIC skilled
- ◆ Calendaring/Scheduling/Correspondenc
- ◆ Office Equipment expert
- ◆ LexisNexis proficient
- ◆ Medical Records Verification
- ◆ Search Warrants/PENS/2705(b)
- ◆ MNCIS adept
- ◆ Sensitive Material Handling
- ◆ Efficient Time Management
- ◆ Excellent communication skills
- ◆ Shepardizing/Bluebook skills
- ◆ Loislaw proficient
- ◆ Case Organization
- ◆ Legal Writing/Drafting
- ◆ Transcription/Dictation
- ◆ Mediation Certification
- ◆ Legal Case Organization

Education

NATIONAL AMERICAN UNIVERISTY

Paralegal Studies, A.A.S. (2011-2014) - **Paralegal Studies, B.S.** (2014- Current)

- ◆ Obtained my A.A.S degree then continue on to obtain a B.S. degree in Paralegal Studies.
- ◆ Received two Academic Achievement Awards for maintaining a GPA above 3.5.
- ◆ Worked as an intern for a state senate republican candidate for February 2012.
- ◆ Currently working toward my B.A. for Paralegal Studies.

MN Mediator Certification (Aug. 2014)

Employment History

UNITED STATES ATTORNEY'S OFFICE (JAN. 2015 – CURRENT)

Paralegal (contractor)

- ◆ Assist the attorney's with file prepping, Grand Jury Subpoenas, search warrants, PENS and various other filings.
- ◆ Imputing information into case view about the defendants and gather any pertinent calendar information for the attorneys to ensure that there aren't any conflicts and to resolve the conflicts if there are any. Save ECF Filings to the correct file and maintain both the electronic file and paper file.
- ◆ Assist the agents with recovery of Grand Jury responses and organize them for the discovery process.
- ◆ Trial Prepping, exhibit prepping and assisting with other areas of the trial process.

FIRST JUDICIAL DISTRICT PUBLIC DEFENDERS OFFICE (NOV. 2014-JAN. 2015)

Legal Assistant

- ◆ Assist the attorney's with file openings and closings and help maintain calendaring for these file openings so that conflicts don't arise and if they do, adjust as necessary.
- ◆ Imputing information into the data base about the clients and gather any pertinent calendar information for the attorneys so that there aren't any conflicts with court dates.
- ◆ Answer any simple questions that the client's may have about their case and if need be referring them to their attorney for further information.

SOUTH ST. PAUL POLICE DEPARTMENT (JAN.2013-NOV. 2014)

Police Clerk/Receptionist

- ◆ Assist the people of South St Paul with any questions, concerns, or issues regarding their city and to forward those concerns to the proper individuals or departments through the proper channels.
- ◆ Input case information and data into the ProPhoenix RMS system that is used by the police and detectives so that they may find any other pertinent information regarding their case.
Find any information that may be missing while processing these cases to ensure the proper information is being relayed to the prosecuting attorneys for proper charges or dismissals.

**City of South St. Paul
Police Office Manager
June 2016**

1. What skills have you acquired in your present or past jobs that make you the right candidate for the position of Police Office Manager?
2. Describe your experiences working with the public. What do you consider to be important traits or characteristics of an employee when dealing with the public?
3. Describe your skill level working with technology and computer software programs. Do you have experience in transcription?
4. How do you perform in a fast-paced environment where specific guidance may not always be available?
5. Describe your supervisory experience including training, evaluating and supervising. What qualities do you possess that make you a good supervisor?
6. Describe a time when you were faced with problems or stresses at work that tested your skills as a supervisor. How did you handle it?
7. How would you create an environment that fosters teamwork and ensures high levels of productivity?
8. How would you handle a conflict and/or gossip between your employees or in the workplace?
9. Tell us how you would handle a staff member that needs corrective or disciplinary action.
10. What are some actions you can take to maintain office efficiency and ensure the security of office records?
11. As you become familiar with the aspects of this job, you may discover that there are more efficient ways to accomplish what is necessary. What steps would you take to recommend changes?
12. Give us an example of a time when you went "above and beyond" what was expected of you.
13. What do you see as opportunities and challenges in this position? What further training and development opportunities do you feel you may need to excel in this position and continue to grow in your career?
14. What appeals to you about this position and why are you looking to leave your current position?
15. This position comes with significant time commitments which may include working extra hours. What problems do you foresee with this type of schedule?
16. Do you have any questions for us?



CITY COUNCIL AGENDA REPORT

DATE: JUNE 20, 2016

DEPARTMENT: Engineering

ADMINISTRATOR: SPK

8-I

AGENDA ITEM: Septic System Inspection Program – JPA with Dakota County

ACTION TO BE CONSIDERED:

Adopt Resolution 2016-116 RESOLUTION APPROVING A JOINT POWERS AGREEMENT WITH DAKOTA COUNTY FOR SUBSURFACE SEWAGE TREATMENT SYSTEM MAINTENANCE PROGRAM.

OVERVIEW:

By County Ordinance and City Code, any septic system within the City of South St. Paul are required to have periodic maintenance. In South St. Paul, there are 14 septic systems and 29 holding tanks at the airport all which are governed by City and County Ordinance.

Dakota County has a program which they have performed for other cities; it involves the following Dakota County responsibilities which are included in the attached JPA:

1. Maintain a database of owners of subsurface sewage treatment systems (SSTS) within the City.
2. Notify the property owner of the City and County Ordinances which require the owners to pump their system at least once every three years.
3. Maintain a database of pump maintenance records for SSTS systems in the City.
4. Respond to inquiries regarding SSTS maintenance requirements.
5. County will send out up to two follow-up letters for non-compliance, then it is the City responsibility.

The City is responsible for the following in the JPA:

1. Provide any as-built information the City has on SSTS systems.
2. Enact an SSTS ordinance. This City already has an ordinance (Section 62-87) but it may need to be updated.
3. Notify the County of any Ordinance changes regarding SSTS.
4. Pay the County \$3.00/record fee. Given the current inventory the County will charge the City \$129/year for the 43 SSTS systems in South St. Paul.

The attached JPA has been reviewed and approved by the City Attorney and is recommended by City Staff to be approved by the City Council.

SOURCE OF FUNDS:

Sanitary Sewer Fund

City of South St. Paul
Dakota County, Minnesota

RESOLUTION NO. 2016-115

**RESOLUTION APPROVING A JOINT POWERS AGREEMENT
WITH DAKOTA COUNTY FOR
SUBSURFACE SEWAGE TREATMENT SYSTEM MAINTENANCE PROGRAM**

WHEREAS, the City Council has reviewed and considered Joint Powers Agreement between the County of Dakota and the City of South St. Paul for administrative services related to maintenance of subsurface sewage treatment systems, and other related matters (the "Agreement");

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of South St. Paul, Minnesota, as follows:

1. That the form, terms and provisions of the Agreement and the transactions contemplated thereby be, and are, hereby approved.
2. That the Mayor and the City Clerk are hereby authorized and directed to execute and deliver the Agreement in the name and on behalf of the City.

Adopted this 20th day of June, 2016.

City Clerk

**JOINT POWERS AGREEMENT BETWEEN
THE COUNTY OF DAKOTA AND THE CITY OF SOUTH SAINT PAUL
FOR ADMINISTRATIVE SERVICES RELATED TO
MUNICIPAL SSTS PUMP MAINTENANCE PROGRAMS**

THIS AGREEMENT is made and entered into by and between the City of South St. Paul (Municipality) and the County of Dakota (County), political subdivisions of the State of Minnesota.

WHEREAS, in accordance with Minn. Stat. ch. 115 and Minn. R. chs. 7080 through 7083, the County enacted Dakota County Ordinance No. 113, Subsurface Sewage Treatment Systems (County Ordinance 113), which meets and in some cases exceeds the minimum state standards for Subsurface Sewage Treatment Systems (SSTS); and

WHEREAS, the Municipality intends to enact or amend its current SSTS ordinance (Municipal SSTS Ordinance) that meets state and County SSTS standards, thereby providing county-wide uniform and consistent standards, guidelines, and regulations for the compliance and enforcement of proper siting, design, construction, installation, operation, maintenance, repair inspection and permanent abandonment of septic systems in Dakota County; and

WHEREAS, the Municipality requests and the County agrees to provide services to the Municipality consisting of: (1) maintaining a database of Owners of SSTS within the jurisdiction of the Municipality; (2) notifying said Owners of the requirement to pump their SSTS every three years; and (3) maintaining a database of all pump maintenance records pertaining to SSTS located in the Municipality's jurisdiction (collectively referred to as "SSTS Pump Maintenance Program"); and

WHEREAS, pursuant to Minnesota Statutes § 471.59, the County and Municipality are authorized to enter into a joint powers agreement for the County to perform on the Municipality's behalf any service or function that the Municipality is authorized to provide for itself; and

WHEREAS, proper and timely pump maintenance of septic systems located in Dakota County helps protect the groundwater and the health and safety of the citizens of the Municipality and Dakota County.

NOW, THEREFORE, in consideration of the mutual promises and benefits that all parties shall derive from this Agreement, and other good and valuable consideration, receipt of which is hereby acknowledged, the parties agree as follows:

**SECTION 1
PURPOSE**

1.1 ADMINISTRATIVE PURPOSES ONLY. This Agreement has been executed for the sole purpose of the County providing on behalf of the Municipality the administrative notification and record-keeping services contained in this Agreement related to the Municipality's SSTS Pump Maintenance Program and to facilitate communications between the parties related to their SSTS programs.

1.2 COUNTY SSTS REGULATORY AND ENFORCEMENT AUTHORITY UNCHANGED. Nothing in this Agreement relieves the County of its duty and responsibility to regulate and enforce SSTS state laws and requirements for those septic systems that are located within the shoreland and floodplains of the 13 unincorporated townships in Dakota County, or as otherwise provided by law, in accordance with the provisions of County Ordinance 113, Minn. St. ch. 115, Minn. R. chs. 7080 through 7083 and other county policies or plans adopted by resolution by the Dakota County Board of Commissioners.

1.3 MUNICIPALITY SSTS REGULATORY AND ENFORCEMENT AUTHORITY UNCHANGED. Nothing in this Agreement relieves the Municipality of its duty and responsibility to regulate and enforce SSTS laws and requirements for septic systems located within its jurisdiction, in accordance with the provisions of its duly enacted Municipal SSTS Ordinance, Minn. Stat. ch. 115, Minn. R. chs. 7080 through 7083 and other policies or plans adopted by resolution by the governing body of the Municipality.

**SECTION 2
TERM**

This Agreement shall be effective the date of the signatures of the parties to this Agreement and shall remain in effect until December 31, 2025, unless earlier terminated by law or according to the provisions herein.

**SECTION 3
OBLIGATIONS OF THE PARTIES**

3.1 COUNTY OBLIGATIONS. The County agrees to provide the following services on behalf of the Municipality for its SSTS Pump Maintenance Program:

- A. Maintain a database of Owners of SSTS (Owners) located within the jurisdiction of the Municipality.
- B. Send written notices to Owners reminding them of their responsibilities to pump their septic system every three years and to obtain pump maintenance records related to the same in accordance with Minn. R. chs. 7080 through 7083.
- C. Respond to inquiries from Owners related to the receipt of a pump maintenance program notice and the logistics of getting a pump maintenance record from the pumper to the County. County staff will refer all other questions to the Municipality.
- D. If the County does not receive a needed pump maintenance record from the pumper or Owner, the County will mail one or two additional follow-up letters as needed to the Owner.
- E. Maintain records related to pump log data in the County database, which provides verification that septic systems within the Municipality have been pumped. If pump log data has not been received by the County for a septic system where three notices have been sent to the Owner, the County will inform the Municipality of the same and request the Municipality to investigate and take enforcement action as the Municipality deems appropriate under its Municipal SSTS Ordinance.
- F. If the County sends written notification required to be sent to the MPCA under Minn. Stat. ch.115 or Minn. R. ch. 7080 of any action by its governing body to rescind, change or amend County Ordinance 113 within 30 calendar days of the governing board's action, the County agrees to copy the Municipality with such correspondence.

3.2 OBLIGATIONS OF THE MUNICIPALITY. The Municipality agrees to:

- A. Provide any and all information and documentation to the County that is needed by the County, such as as-built records, for the County to provide timely notification and recordkeeping services on behalf of the Municipality under this Agreement.
- B. Enact/amend a SSTS ordinance that complies with Minn. Stat. ch. 115, Minn. R. chs. 7080 through 7083 and County Ordinance 113 and do so within the timeframe set forth in Minn. R. 7080.0050, Subp. 2, as may be amended.

- C. If the Municipality sends written notification required to be sent to the MPCA under Minn. Stat. ch. 115 or Minn. R. ch. 7080 of any action by its governing body to rescind, change or amend its Municipal SSTS Ordinance within 30 calendar days of the governing board's action, the Municipality agrees to copy the County with such correspondence.

3.3 CONTINGENCIES RELATED TO ACQUISITION AND USE OF SOFTWARE.

- A. This Agreement is contingent upon the Metropolitan Council Environmental Services (MCES) software's continued capability of being adapted by Dakota County to meet the database, notification and record-keeping needs of the Municipality's SSTS Pump Maintenance Program to administer the services specified in this Agreement.
- B. If the MCES software cannot continue to be adapted or can no longer fulfill the needs under this Agreement, the County will provide administrative services for the Municipality's SSTS Pump Maintenance Program only if the Municipality finds and purchases software that is capable of meeting the needs of the Program with a license that authorizes the County to use the same, all at no cost to the County.
- C. Upon termination of this Agreement, the County agrees to provide a copy of the SSTS Pump Maintenance Program software to a Municipality only if:
 - (1) The Municipality has paid their contribution towards the County's costs related to the administrative services under this Agreement; and
 - (2) The license for the software allows for the same; and
 - (3) The Municipality makes a written request to the County for the copy; and
 - (4) The Municipality pays the County for the cost, if any, involved in providing the copy to the Municipality.

**SECTION 4
AUTHORIZED REPRESENTATIVES AND LIAISONS**

4.1 AUTHORIZED REPRESENTATIVES. The following named persons are designated the Authorized Representatives of the parties for purposes of this Agreement. These persons have authority to bind the party they represent and to consent to modifications, except that the authorized representative shall have only the authority specifically or generally granted by their respective governing boards. Notice required to be provided pursuant to this Agreement shall be provided to the following named persons and addresses unless otherwise stated in this Agreement, or in a modification of this Agreement:

To Municipality:

Joseph Heimkes, or successor
Official
125 3rd Ave No.
South Saint Paul, MN 55075

To County:

Georg Fischer, or successor, Director Building
Environmental Resources
14955 Galaxie Avenue
Apple Valley MN 55124
Telephone: (952) 891-7000

In addition, notification to Dakota County regarding breach or termination shall be provided to the Office of the Dakota County Attorney, Civil Division, 1560 Highway 55, Hastings, Minnesota 55033.

4.2 LIAISON. To assist the parties in the day-to-day performance of this Agreement and to develop service, ensure compliance and provide ongoing consultation, a liaison shall be designated by the Municipality and the County. The parties shall keep each other continually informed, in writing, of any change in the designated liaison. At the time of execution of this Agreement, the following persons are the designated liaisons:

Municipal Liaison: Joseph Heimkes, Building Official, or successor

Phone Number: (651) 554-3220

County Liaison: Michael Rutten, Water Resources Specialist
Phone Number: (952) 891-7008

**SECTION 5
PAYMENT FOR SERVICES AND
ACCOUNTING AND AUDITING REQUIREMENTS**

5.1 PAYMENT. Commencing for the calendar year 2016 the Municipality agrees to pay the Pump Maintenance Program fee that is annually set in the County Fee Schedule as approved by the Dakota County Board. This fee is set per each property with at least one active septic system within the Municipality's jurisdiction as payment for the County's pump maintenance notification and record-keeping services provided under this Agreement. The County, at its sole discretion, may change the cost per household for provision of services for any given calendar year within the term of this Agreement, or extension thereof.

The County is donating some of the staff time to administer the Municipality's SSTS Pump Maintenance Program and does not have a continuing obligation of providing the same during the entire term of this Agreement.

5.2 PAYMENT PROCESS. For each calendar year, the Municipality shall pay the amount set on the Fee Schedule adopted for each applicable year by the County Board. The Municipality has the option to pay the invoiced amount or terminate this Agreement as provided below. Each Municipality shall make payment for services to its Fiscal Agent within the time period provided below.

- A. Annual Invoice to Fiscal Agent. The County shall notify the Municipality of annual costs for administrative services provided under this Agreement by January 31st of each calendar year. Such cost may be greater or less than the cost per household established in this Agreement.
- B. Time of Payment & Notice of Failure to Pay. The Municipality agrees to pay the amount invoiced by the County payable to the Dakota County Treasurer on or before April 1st of each calendar year. Payment and notice shall be sent to the County's liaison at the Dakota County Environmental Resources Department, Western Service Center, 14955 Galaxie Ave, Apple Valley MN 55124.
- D. Effect of Nonpayment. The County will not provide administrative services under this Agreement to the Municipality if the County does not receive payment of the invoiced amount by April 1st of the applicable calendar year. In such case all administrative notice and record-keeping administrative services related to the Municipality's SSTS pump maintenance program performed by the County under this Agreement will stop and revert back to and must be performed by the Municipality in accordance with state law.

5.3 ACCOUNTING AND RECORDS. The parties agree to establish and maintain accurate and complete accounts, financial records and supporting documents relating to the receipt and expenditure of the funding provided in accordance with this Agreement. Such accounts and records shall be kept and maintained by the parties for a minimum period of six years following the expiration of this Agreement.

5.4 AUDITING. The books, records, documents and accounting procedures and practices of the parties that are relevant to this Agreement are subject to examination by the other party and the State Auditor for a minimum of six years following the expiration of this Agreement.

SECTION 6

TERMINATION

6.1 IN GENERAL. The County or Municipality may terminate this Agreement with or without cause upon 90-days written notice to the other party. In such case, the County will provide the Municipality with a copy of the pump maintenance program documents maintained by the County for the Municipality under the terms of this Agreement and the Municipality shall perform all state and county requirements for its Municipal SSTS Pump Maintenance Program as of the date of termination.

6.2 TERMINATION BY COUNTY FOR LACK OF FUNDING. Notwithstanding any provision of this Agreement to the contrary, the County may immediately terminate this Agreement if it does not obtain funding from the Minnesota Legislature, Minnesota Agencies, or other funding source, or if it's funding cannot be continued at a level sufficient to allow for the provision of services under this Agreement. Written notice of termination sent by the County to the Municipality by facsimile is sufficient notice under this section. The County will not be assessed any penalty or damages if the Agreement is terminated due to lack of funding.

SECTION 7 LIABLE FOR OWN ACTS

Each party to this Agreement shall be liable for the acts of their own agents, volunteers or employees and the results thereof to the extent authorized by law and shall not be responsible for the acts of the other party, its agents, volunteers or employees. It is understood and agreed that the provisions of the Municipal Tort Claims Act, Minn. Stat. ch. 466, and other applicable laws govern liability arising from the parties' acts or omissions. Each Party warrants that they are able to comply with the aforementioned indemnity requirements through an insurance or self-insurance program and that each has minimum coverage consistent with the liability limits contained in Minn. Stat. ch. 466. The provisions of this section shall survive the expiration or termination of this Agreement.

SECTION 8 GENERAL PROVISIONS

- 8.1 RIGHTS CUMULATIVE.** All remedies available to any party under the terms of this Agreement or by law are cumulative and may be exercised concurrently or separately, and the exercise of any one remedy shall not be deemed an election of such remedy to the exclusion of other remedies.
- 8.2 WAIVER.** Waiver for any default shall not be deemed to be a waiver of any subsequent default. Waiver of breach of any provision of this Agreement shall not be construed to be modification for the terms of this Agreement unless stated to be such in writing and signed by the Authorized Representatives of the parties.
- 8.3 MODIFICATIONS.** Any alterations, variations, modifications, or waivers of the provisions of this Agreement shall only be valid when they have been reduced to writing and signed by the Authorized Representatives of the parties.
- 8.4 SEVERABILITY.** The provisions of this Agreement shall be deemed severable. If any part of this Agreement is rendered void, invalid, or unenforceable, such rendering shall not affect the validity and enforceability of the remainder of this Agreement unless the part or parts, which are void, invalid or otherwise unenforceable shall substantially impair the value of the entire Agreement with respect to any party.
- 8.5 MINNESOTA LAW TO GOVERN.** This Agreement shall be governed by and construed in accordance with the substantive and procedural laws of the State of Minnesota, without giving effect to the principles of conflict of laws. All proceedings related to this Agreement shall be venued in the State of Minnesota, County of Dakota.

8.6 FINAL AGREEMENT. This Agreement is the final expression of the agreement of the parties and the complete and exclusive statement of the terms agreed upon, and shall supersede all prior negotiations, understandings or agreements. There are no representations, warranties, or stipulations, either oral or written, not herein contained.

IN WITNESS WHEREOF, the parties have executed this Agreement on the dates indicated below.

COUNTY OF DAKOTA	CITY OF SOUTH SAINT PAUL
<p>_____</p> <p>Georg Fischer, Director Physical Development Division Date of Signature: _____</p> <p>Approved as to Form:</p> <p><u>/s/Helen R. Brosnahan June 13, 2016</u> Assistant County Attorney/Dated KS-15-518-022 County Board Res. No. 16-_____</p>	<p>By: _____</p> <p>Beth Ann Baumann Mayor 125 3rd Ave No. South St. Paul MN 55075</p> <p>Date of Signature: _____</p> <p>Attest: _____</p> <p>Christy Wilcox Title: City Clerk Date: _____</p>

Name	Service Address	Account Type
ISAAC SMITH	118 VILLAUME AVE	Residential
MARVIN YOUNESS	401 MARION PL	Residential
M GONZALEZ	1644 EVANS AVE	Residential
SHERI ZIGAN	1638 EVANS AVE	Residential
ROBERGE MFG CO	801 CONCORD ST N	Residential
ANGLEA HEIBERGER	777-1/2 CONCORD ST N	Residential
GLORIA STOCKWELL	1634 EVANS AVE	Residential
REIS ELECTRIC	777 CONCORD ST N	Commercial
GERALD LERFALD	612 STEWART AVE	Residential
KAO HER	772 CONCORD ST N	Commercial
RAYMOND BABCOCK	722 CONCORD ST N	Commercial
OAKHILL CEMETERY	243 16th Ave North	Commercial
SSP ROD & GUN CLUB	600 GUN CLUB ROAD	Commercial
FRESH START PROP LLC	516 STEWART AVE	Residential

Lower unit is on a septic system

Back units on septic

ABTEC HELICOPTERS LLC	281 GOLF LANE	Airport
ALPHA AVIATION	207 ALPHA LANE	Airport
AMI SELA	253 DELTA LANE	Airport
ANN STEGMEIER	1896 WIPLINGER LANE	Airport
ANDREW ARCHER	291 HOTEL LANE	Airport
DAVE RETKA	1635 GULFSTREAM LANE	Airport
GEORGE LOVGREN	290 HOTEL LANE	Airport
GREG BAUER	249 DELTA LANE	Airport
JAMES B HORNE FAMILY TR	211 ALPHA LANE	Airport
JEFFREY SHERIDAN	1931 SOUTHGATE ROAD	Airport
JIM ANDERSON	1791 LYSDALE LANE	Airport
JOHN CLARK	209 ALPHA LANE	Airport
KEITH MIESEL	1911 SOUTHGATE ROAD	Airport
L THOMAS NORTON	279 FOXTROT LANE	Airport
LYNN REIMER	265 ECHO LANE	Airport
MICHAEL HINZ	1901 SOUTHGATE ROAD	Airport
RANDY SIMPKINS	1961 SOUTHGATE ROAD	Airport
RICHARD GAJEWSKI	1635 FAIRCHILD LANE	Airport
ROBERT WIPLINGER	1890 SOUTHGATE ROAD	Airport
SCHADEGG MECHANICAL II	1890 LYSDALE LANE	Airport
JONATHAN PATE	1941 SOUTHGATE ROAD	Airport
BILL STEIER	1670 ERCOUPE LANE	Airport
TIMOTHY LUDWIG	1921 SOUTHGATE ROAD	Airport
TOM TSCHIDA	1605 BEEHCRAFT LANE	Airport
WILLIAM MOLNAR	1900 SOUTHGATE ROAD	Airport
WIPAIRE INC	1695 CESSNA LANE	Airport
DONALD DAVIES	267 ECHO LANE	Airport
JIM HANCOCK	1690 ERCOUPE LANE	Airport
JIM HANCOCK	1670 FAIRCHILD LANE	Airport



City Council Agenda Report

Date: June 20, 2016

Department: Parks and Recreation

Administrator: SAC

8 - J

Agenda Item: Acceptance of Donation for Citywide Camp-Out

Action to be considered:

Motion to accept donated funds from the South St. Paul Lions Club for the Citywide Camp-Out at Lorraine Park in the amount of \$500.

Overview:

The City Council is required by State Law to accept any gifts or grants of property to the City of South St. Paul. The gifts and/or grants listed on the attached resolution have been offered to the City for the purpose desired by the donor set forth opposite each gift.

The gift of \$500 has been offered to the Parks and Recreation Department for the purpose of supporting the annual Citywide Camp-Out at Lorraine Park on June 11-12, 2016. The donation will purchase supplies for the event.

Source of Funds:

Donations and Contributions Fund

City of South St. Paul
Dakota County, Minnesota

RESOLUTION NO. 2016-118

RESOLUTION ACCEPTING GRANTS AND GIFTS

WHEREAS, the City Council is required by Minnesota State Law to vote to accept any donation to the City; and

WHEREAS, the City Council has determined that the gift listed below is of benefit to the citizens of South St. Paul; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of South St. Paul, Minnesota, that the donation listed below is accepted for the purpose desired by the donor set forth opposite the gift.

<u>Donor/Grantor</u>	<u>Donation</u>	<u>Purpose</u>
South St. Paul Lions Club	\$500.00	Citywide Camp-Out

Adopted this 20th day of June, 2016.

City Clerk



City Council Agenda Report

Date: June 20, 2016

Department: Public Works

Administrator: 

Agenda Item: Rejecting the Bids – 2016-117 Police Storage Garage

Action to be considered:

Adopt Resolution 2016-117 RESOLUTION REJECTING THE BIDS FOR PROJECT 2016-117 POLICE STORAGE GARAGE PROJECT AND AUTHORIZING FOR RE-BID OF THE PROJECT.

Overview:

The City has planned to construct a Police Storage Garage. The City advertised for proposals for the Police Storage Garage with the opening date of June 14, 2016. The bids were opened and read as follows:

Bidder	Total
J.S. Cates Construction	\$216,000.00
Webber	\$257,000.00
Ebert Construction	\$297,800.00
Derav Construction	\$267,900.00
Parkos Construction	\$259,800.00
C.M. Construction Co.	\$347,000.00
Iyawe & Associates	\$244,000.00
Meisinger Construction	\$227,200.00

Staff is recommending that all the project bids be rejected and re-bid in January, 2017 as it appears that there were irregularities in the posting of addendum number one to the website distributing plans and addenda. Therefore, many or all of the bidders did not get the information contained in that addendum that greatly affected the conditions of the project.

Source of Funds:

The costs associated with the project will be paid out of the 2016 CIP budget.

City of South St. Paul
Dakota County, Minnesota

RESOLUTION NO. 2016-117

**RESOLUTION REJECTING BIDS
FOR THE POLICE STORAGE BUILDING
(PROJECT 2016-013)**

WHEREAS, pursuant to advertisement for bids for the improvements outlined in the Police Storage Building, Project 2016-013, the bids were received, opened and tabulated according to law, and the following bids were received complying with the advertisement:

Contractor:	Total
J.S. Cates Construction	\$216,000.00
Webber	\$257,000.00
Ebert Construction	\$297,800.00
Derav Construction	\$267,900.00
Parkos Construction	\$259,800.00
C.M. Construction Co.	\$347,000.00
Iyawe & Associates	\$244,000.00
Meisinger Construction	\$227,200.00

WHEREAS, it appears that there were irregularities in the posting of addendum number one to the website distributing plans and addenda. Therefore, many or all of the bidders did not get the information contained in that addendum that greatly affected the conditions of the project.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of South St. Paul, Minnesota, as follows:

1. The City Council hereby rejects the bid that was submitted for Project 2016-013 Police Storage Building and the City Clerk is directed to return the bid bonds to the respective bidders.
2. The Public Works Director is authorized and directed to re-bid Project 2016-013 Police Storage Building Project in 2017.

Adopted this 20th day of June, 2016.

City Clerk



1795 ST. CLAIR AVENUE, ST. PAUL, MN 55105
p: (651) 696-5186 www.oertelarchitects.com

DATE:
June 16, 2016

TO:
Patrick Dunn, City of South
St. Paul Public Works
Director
and
City of South St. Paul City
Council

FROM:
Andrew Cooper, Project
Architect, Oertel Architects

RE:
City of South St. Paul Police
Storage Building

Mr. Patrick Dunn and City Council-

On June 14, 2016, sealed bids were received and opened for the City of South St. Paul Police Storage Building project to be located on the site of the city's public works facility.

It has come to our attention that during bidding, there were irregularities in the posting of addendum number one to the website distributing plans and addenda. Therefore, many or all of the bidders did not get the information contained in that addendum that greatly affected the conditions of the project.

Therefore, we recommend rejecting all bids received that day.

We will work with you and city staff to investigate future options for this facility.

Sincerely,

Andrew Cooper – Oertel Architects.



City Council Agenda Report
Date: June 20, 2016
Department: City Clerk
Administrator: SK

10 - A

Agenda Item: Special Event License Request by Al's Corral Bar

Action to be considered:

Motion to approve the Special Event License for Al's Corral Bar located at 440 South Concord Exchange for Saturday, June 25th from 2:00 p.m. to 6:00 p.m. subject to the speakers being directed to the east.

Overview:

The City Council adopted an ordinance establishing Special Event Licenses to allow liquor establishments to have outdoor music events. Al's Corral Bar located at 440 South Concord Exchange is requesting approval of a Special Event License for Saturday, June 25th from 2:00 p.m. to 6:00 p.m.

The properties nearest to this event have been notified. The Chief of Police has approved the security plans for these events.

Source of Funds:

n/a



City of South St. Paul

125 Third Avenue North
South St. Paul, MN 55075
www.southstpaul.org

Office of the City Clerk

SPECIAL EVENT LICENSE - SECURITY PLAN

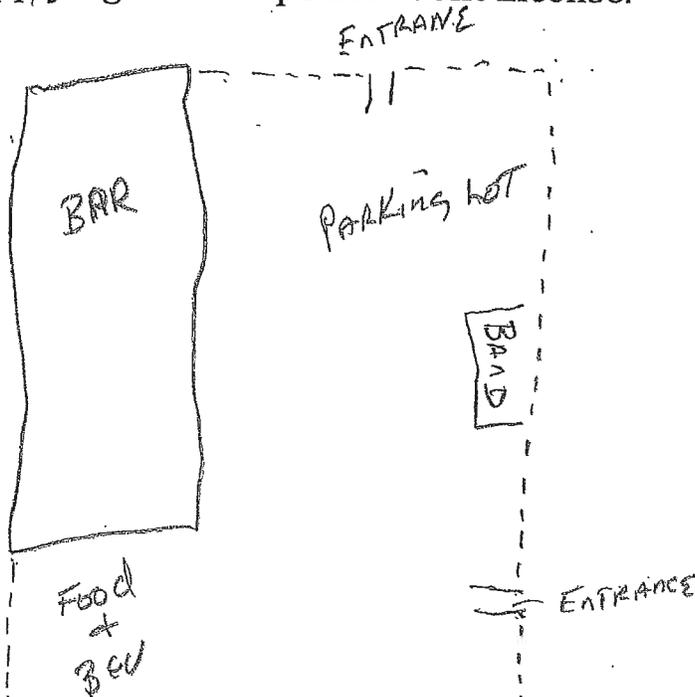
AI'S CORRAL BAR - ~~July 12, 2014~~
June 25, 2016

The floor plan of the location of the event identifying: 2-6 PM

- Entry/Exits
- If outdoors, show the fenced off area
- ID Checkpoints (off-duty police officers will not check ID's so you will need your own security to accomplish this)
- Location of security personnel
- Location of alcohol service

~~BIKE RIDE STARTS AT 11AM~~
~~EVENT STARTS AT 4PM 8PM WITH BAND~~

This information must be submitted to the Police Department prior to applying for the Special Event License.



Fence ---

SECURITY AT BOTH ENTRANCE
AND MORE IN PARKING LOT.

NO ALCOHOL PURCHASED
UNLESS WRIST BAND ON.

ID'S CHECKED AT ENTRANCE
AND IN BAR TO GET
WRIST BAND.



City of South St. Paul Business License Application

City Clerk's Office
125 3rd Avenue North
South St. Paul, MN 55075
(651)554-3229

License Year: _____

TYPE OF LICENSE(S) APPLYING FOR:

Out Door Music
from 2p-6p

Please make check payable to: City of South St. Paul

Total Amount Submitted: _____

Business Name: <u>Al's Corral</u>	Business Phone: <u>651-451-1000</u>
Address: <u>440 S. Concord Exch.</u>	City, State, Zip: <u>S. St. Paul, MN 55075</u>
Please Check: <input checked="" type="checkbox"/> Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Individual <input type="checkbox"/> Other	

Owner of Business or Individual Applying for License: <u>Alan Fisher</u>	Phone: <u>651-343-2834</u>
Address: <u>159 Dale St. W.</u>	City, State, Zip: <u>S. St. Paul, MN 55075</u>
Social Security #: (Required by MN Statutes 270C.72) [REDACTED]	Drivers License #: [REDACTED] State of Issuance: [REDACTED]
Minnesota Business Tax ID#: [REDACTED]	Federal Business Tax ID#: [REDACTED]

Business Manager if different from Applicant:

Manager's Name: <u>Amy Wenner</u>	Home Address: <u>159 Dale St. W.</u>
Phone: <u>651-325-5847</u>	Date of Birth: [REDACTED]
Driver's License Number: <u>MN ID</u> [REDACTED]	State of Issuance: <u>MN</u>

PLEASE COMPLETE BACK SIDE OF APPLICATION

Receipt #: _____	Date: _____	For office use only:	Account #: _____
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Certificate of Compliance—Minnesota Workers' Compensation Law

Minnesota Statute, Section 176.182 requires every state and local licensing agency to withhold the issuance or renewal of a license or permit to operate a business or engage in an activity in Minnesota until the applicant presents acceptable evidence of compliance with the workers' compensation insurance coverage requirement of Minnesota Statutes, Chapter 176. The information required is: the name of the insurance company, the policy number, and dates of coverage or the permit to self-insure. This information will be collected by the licensing agency and retained in their files.

This information is required by law, and licenses and permits to operate a business may not be issued or renewed if it is not provided and/or is falsely reported. Furthermore, if this information is not provided or falsely stated, it may result in a \$1,000 penalty assessed against the applicant by the Commissioner of the Department of Labor Industry.

Insurance Company Name (not the agent) SFM	Policy Number: 022991.212
Dates of Coverage: 4-1-2016 to 4-1-2017	
OR	
REASON FOR EXEMPTION FROM WORKERS' COMPENSATION	
<i>If you have questions regarding the need to obtain workers' compensation coverage, including exemptions, contact 651.284.5032 or 1-800-342-5354.</i>	
I am not required to have workers' compensation liability coverage below:	
<input type="checkbox"/> I have no employees. (See Minn. Statutes 176.011, subd. 9 for the definition of an employee)	
<input type="checkbox"/> I am self-insured for workers' compensation (attached a copy of the authorization to self-insure from the Minnesota Department of Commerce).	
<input type="checkbox"/> I have no employees but they are not covered by the workers' compensation law (See Minn. Statutes 176.041 for a list of excluded employees.)	
<i>I certify that the information provided above is accurate and complete and that a valid workers compensation policy will be kept in effect at all times as required by law.</i>	

I certify that the information contained in this application is true to the best of my knowledge. I hereby agree to notify the City of any changes in ownership. I further authorize the City or its Vendor and other City Officials to investigate all facts set out in this application. I understand that the purpose of permitting the City to have access to this information is to determine my suitability for issuance of a Business License in the City of South St. Paul. I further understand that I am not legally required to supply the requested data, but that by refusing to comply, my license application may be denied. Your residence address and telephone number will be considered public data unless you request this information to be private and provide an alternative address and telephone number.

Date of Application:

5-25-16

(x) Signature of Applicant

Alam F. F. F.

COMPLETE ONLY IF APPLYING FOR MECHANICAL AMUSEMENT/MUSIC DEVICE OR VENDING MACHINE LICENSE

Name & Address of Business where devices/machines will be located at:	Number of devices/machines:
---	-----------------------------

COMPLETE ONLY IF APPLYING FOR A 3.2 TEMPORARY BEER LICENSE

Date(s) of Activity:	Location
Name or Type of Activity/Event:	Time of Activity/Event

COMPLETE ONLY IF APPLYING FOR A SPECIAL EVENT LICENSE

Date(s) of Activity: <i>June 25, 2016</i>	Location <i>Oliver's Corral</i>
Name or Type of Activity/Event: <i>Outdoor Music</i>	Time of Activity/Event <i>2p-6p</i>

Is your event going to require the closure of a public roadway? yes no

If yes, please obtain a road closure permit from the Engineering Department.

SPECIAL EVENT LICENSE (To be completed prior to submittal of application)

Security Plan Approved by Police Department: *[Signature]* yes No

Police Department: _____ Date: *5/26/2016*

I certify that the information contained in this application is true to the best of my knowledge. I hereby agree to notify the City of any changes in ownership. I further authorize the City or its Vendor and other City Officials to investigate all facts set out in this application. I understand that the purpose of permitting the City to have access to this information is to determine my suitability for issuance of a Business License in the City of South St. Paul. I further understand that I am not legally required to supply the requested data, but that by refusing to comply, my license application may be denied. Your residence address and telephone number will be considered public data unless you request this information to be private and provide an alternative address and telephone number.

Date of Application:
6-25-2016

(x) Signature of Applicant
Alan J. Fisher



CITY COUNCIL AGENDA REPORT

DATE: June 20, 2016

DEPARTMENT: Engineering

ADMINISTRATOR: SA

10-B

AGENDA ITEM: Rejecting the Bids – 2015-015 Sanitary Sewer System Improvements with UPRR

ACTION TO BE CONSIDERED:

Adopt Resolution 2016-113 RESOLUTION REJECTING THE BIDS FOR PROJECT 2015-015 SANITARY SEWER RELOCATION PROJECT AND AUTHORIZING A RE-BID OF THE PROJECT:

OVERVIEW:

On February 16, 2016, the City Council approved the plans and specifications, and called for bids on Project 2015-015 Sanitary Sewer System Improvements with Union Pacific Railroad. Bids were opened on March 28, 2016 and only one bid was received and it was much higher than expected. On April 4, 2016, the City Council rejected that bid (\$3.8 million) and authorized a rebid of the project.

New bids were received and opened on June 14, 2016 and read as follows:

Contractor:	Total
Geislinger & Sons	\$3,724,397.80
Minger Construction Co. Inc.	\$3,820,619.00
Engineer's Estimate	\$2,500,000.00

Immediately after the initial bid opening, the staff discussed this project and bid with the consultant engineer and several of the plan holders to find out why more bids were not submitted and what issues they saw with the plans. The reasons we heard were:

- Too many projects to bid right now.
- Relatively complicated project.
- Flat grades on directional drilling
- Contractors spent time on easier to bid projects.
- Uncertainty of bedrock locations and depths.

Based on these responses, for the re-bid the City ordered more soil borings, increased the slopes on the directional drilling portion, and extended the completion dates well into next summer. The City was assured by the contractors that this would go a long way in getting more interest

and better bids. The City now is told that the directional drilling contractors still would not bid on the project because of the grades and potential for encountering large rocks. An analysis of the unit prices shows that two bid items out of 64 total bid items skewed the overall bid results on both of the bids received. This is exactly what happened last time the project was bid. These two items alone accounted for \$1.2 million more than expected.

Based on these re-bid results, the City and the consultant will have to determine a different approach to the project to make bidding the project more attractive and less complicated. It has not yet been determined what the additional cost for a re-bid of the project will be at this time.

Therefore, the staff recommends rejecting the bids and directing the staff to work with the consultant on a redesign of the project and possibly re-bid the project during the winter months. Since the UPRR upgrade plans have been put on hold, the urgency for this project has subsided. However, the staff would not want to see UPRR's 50% funding on this project go away if the City delays the project too long.

SOURCE OF FUNDS:

The project will be 50% funded by the Union Pacific Railroad and 50% funded from the Sanitary Sewer enterprise fund.

City of South St. Paul
Dakota County, Minnesota

RESOLUTION NO. 2016-113

**RESOLUTION REJECTING THE BIDS FOR
PROJECT 2015-015 SANITARY SEWER RELOCATION PROJECT AND
AUTHORIZING A RE-BID OF THE PROJECT**

WHEREAS, pursuant to advertisement for bids for the improvements outlined in the Sanitary Sewer Relocation Project 2015-015, the bids were received, opened and tabulated according to law, and the following bids were received complying with the advertisement:

Contractor:	Total
Geislinger & Sons	\$3,724,397.80
Minger Construction Co. Inc.	\$3,820,619.00

WHEREAS, it appears that Geislinger & Sons is the lowest responsible bidder; and

WHEREAS, the bids were significantly higher than estimated and it is anticipated that more favorable bids will be received if the project is re-bid and the specifications modified.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of South St. Paul, Minnesota, as follows:

1. The City Council hereby rejects the bid that was submitted for Project 2015-015 Sanitary Sewer Relocation Project and the City Clerk is directed to return the bid bonds.
2. The City Engineer is authorized and directed to re-bid Project 2015-015 Sanitary Sewer Relocation Project in late 2016 or early 2017.

Adopted this 20th day of June, 2016.

City Clerk



COUNCIL COUNCIL AGENDA REPORT

DATE: JUNE 20, 2016

DEPARTMENT: Engineering

ADMINISTRATOR: 

10-C

AGENDA ITEM: Update and Adoption of 12th Avenue Intersection Control for Southview Boulevard & 3rd Avenue Improvements Final Design

ACTION TO BE CONSIDERED:

Adopt Resolution 2016-116 RESOLUTION FOR ADOPTION OF THE 12TH AVENUE INTERSECTION CONTROL FOR SOUTHVIEW BOULEVARD & 3RD AVENUE IMPROVEMENTS FINAL DESIGN (PROJECT NO. 2014-011)

OVERVIEW:

The City of South St. Paul is partnering with Dakota County on Southview Boulevard (CSAH 14) from 20th Avenue South to 3rd Avenue South and along 3rd Avenue South from Southview Boulevard to Marie Avenue. The Southview Boulevard roadway corridor was last reconstructed in the late 1980's. Traffic control devices and infrastructure are in need of updating to improve the safety of intersections, to create pedestrian facilities compliant with the Americans with Disabilities Act (ADA), and to revise the roadway geometry to complement the existing land use and traffic volumes (Attachment A – Final Concept Layout). On February 1, 2016, the City Council adopted the final concept plan for the Southview Boulevard & 3rd Avenue Improvements project which included either a two-way stop or a mini-roundabout at 12th Avenue.

FINAL DESIGN PROJECT UPDATE:

On June 7, 2016, staff held a public open house for Southview Boulevard. The discussion points at these meetings included a project status update and potential revisions to the schedule, a review of the City Council adopted final concept layout, the preliminary staff recommendation of a mini-roundabout at the intersection of 12th Avenue, and streetscape alternatives. Staff will present the recommendation for a mini-roundabout at 12th Avenue and the results of the open house discussions at the June 20, 2016 City Council meeting (Attachment B – Open House Meeting Summaries and Comment Cards).

RECOMMENDATION:

Staff recommends the City Council consider a mini-roundabout traffic control for the intersection of Southview Boulevard and 12th Avenue South.

TIMELINE & SCHEDULE:

Over the next couple of months, staff will continue to engage the public to share information and take input during the final design. An update on the staging and phasing for construction will be presented to the City Council in the fall in advance of the tentatively planned October open house. Staff will be working with Dakota County and the consulting engineering firm for right of way acquisition this summer into fall.

SOURCE OF FUNDS:

No fiscal impact at this time.

City of South St. Paul
Dakota County, Minnesota

RESOLUTION NO. 2016-116

**RESOLUTION FOR ADOPTION OF THE 12TH AVENUE INTERSECTION
CONTROL FOR SOUTHVIEW BOULEVARD & 3RD AVENUE IMPROVEMENTS
FINAL DESIGN (PROJECT NO. 2014-011)**

WHEREAS, it is proposed to improve Southview Boulevard from 3rd Avenue to 20th Avenue and 3rd Ave from Southview Boulevard to Marie Avenue (the “Project”); and

WHEREAS, the City, in coordination with Dakota County, has developed a final recommendation for the traffic control at the intersection of the Southview Boulevard and 12th Avenue South, and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of South St. Paul, Minnesota, as follows:

1. The attached concept layout of a mini-roundabout for the intersection of Southview Boulevard and 12th Avenue South is hereby adopted by the City.

Adopted this 20th day of June, 2016.

City Clerk

Southview Blvd & 3rd Avenue Improvement Project

OPEN HOUSE

June 7, 2016

5:00 – 7:00 PM

South St. Paul City Hall (City Council Chambers)

QUESTIONS/CONCERNS POSED AFTER PRESENTATION

Worried about elderly population knowing how to navigate the mini-roundabout without walk/don't walk signal. *[Response: shorter crossing distance, slower speeds, and higher yield rates will make this a safer crossing for everyone. Education is available on how to navigate a mini-roundabout as a pedestrian, driver and cyclist.]*

What is the speed limit now on Southview and what will it be after the project? Will there be an educational component with the mini-roundabout – specifically for children/elderly? *[Response: Range of speed limit between 30-50 mph. Most likely will stay the same. Won't see speed limits posted as less than 30 mph in Minnesota. Went through process of setting speed limits through state and if we apply to have the speed limit evaluated, they could go up – we will most likely not do this]*

Staff is giving pedestrians too much credit about pedestrians looking for vehicles before crossing – often they will step out into a crosswalk without yielding to approaching cars *[Response: discussion on MN State Law for pedestrian right-of-way followed]*

How will we actually push out the educational component into the community? *[Response: Mini-roundabout education now included in drivers education. Videos available showing drivers, peds, cyclists, how to navigate - one community we have worked with shows the videos before movies at the theater. We can have a "soft" opening of the roundabout where people can come test it out as peds, cyclists, or drive it in a golf cart]*

8th-11th all have 2-way stops, why not at 12th? What is the cost difference between a two way and mini-roundabout? *[Response: Two-way stop is still one of the alternatives, just not the recommended alternative by the City/County/Consultant Staff because: 2-way stop may cause back-ups on 12th at certain times of day; will not slow traffic down on Southview; difficult for pedestrian crossing. Cost of mini-roundabout (mostly in concrete costs) is \$40,000-50,000, replacement of signal is up near \$300,000.]*

Red lights are what stop people – why can't we just have stop lights at 12th and 7th? *[Response: Traffic volumes do not justify a signal at 12th Avenue. Signal is past its useful life and will not be replaced. Not a cost issue, rather a safety issue – more accidents at this intersection that is typical.]*

Do we have statistics on change in intersection safety before and after mini-roundabouts are installed? *[Response: will look into getting this]*





What are the negative aspects of putting in a 4-way stop at 12th? *[Response: Traffic volumes do not justify this. Many travelling on Southview would be stopping for no reason (no cross traffic), which leads to rolling through and a higher risk of accident]*

What are the assessments for property owners? *[Response: assessments is a set price citywide – does not change if on a busy street or not. Chris Hartzell and John Sachi went through price of \$65/LF and who this applies to]*

Steve – **Concerned about seeing police/emergency vehicles on approach and what to do if you are in the roundabout at the time they come through. Concern about the police themselves being careful on approach to a mini-roundabout** *[Response: shifting the sightline with the mini-roundabout will increase visibility from 12th greatly. Went through procedure what to do if you are in or near a roundabout when emergency vehicles approach]*

Why are we moving the project out again? Why can't we just build it? *[Response: this project will touch almost every property along the corridor, for which we need to obtain temporary easements in order to construct. Assessment process will take time and we don't want to rush the property owners through that process. We are still aiming for a 2017 start, but will adjust to what we feel is in best interest of all parties (considering construction staging, bid price, etc)]*

What is the change in cost between building this year and building next year? *[Response: difficult to say – hard to predict construction costs. Discussion on bid pricing and how and when to bid/get best price.]*

Are we building this before or after the election? *[Response: after]*

Can we put a cap on the bid price? *[Response: No, publicly bid project.]*



COMMENT FORM

Southview Blvd & 3rd Ave Improvement Project

Public Open House

June 7, 2016

5:00 - 7:00 PM, South St. Paul City Hall



(OPTIONAL)

Your Information:

Name: Rob Kemmetmuller

Business Name:

Address: 121 7th Ave S

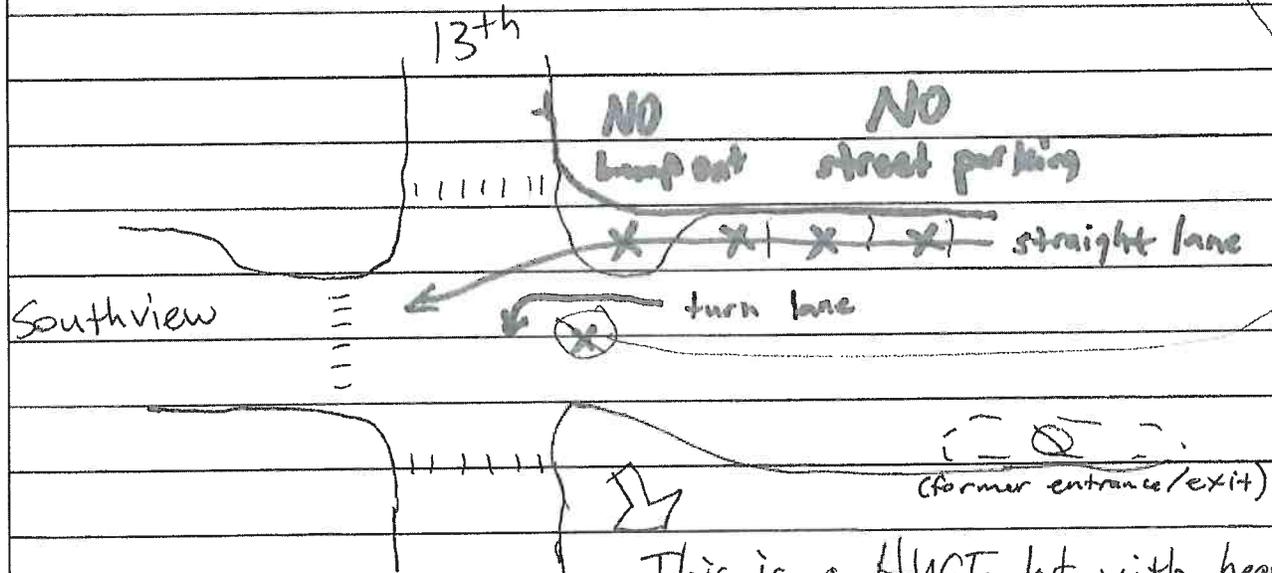
City, State, Zip:

E-Mail: rskmf@yahoo.com

Comments/Questions/Concerns:

Well I'm a little disappointed that the "solution" to the 20th Ave problem is to DO NOTHING. I like the 7th & 12th Ave changes (yay roundabout!) but closing that mall lot entrance is going to cause other problems on 13th Ave.

minus one crosswalk



This is a HUGE lot with heavy traffic.

Please leave comments with staff at the meeting or submit via one of the following means:
You'll be closing off the Southview entrance and routing everyone to (2nd or 13th Ave instead.

Mail to: Bolton & Menk, Inc.
Attn: Madeline Peck
12224 Nicollet Avenue
Burnsville, MN 55337

Email to: madelinepe@bolton-menk.com

"new" main entrance/exit



that means lots of westbound traffic turning onto 13th Ave



COMMENT FORM

Southview Blvd & 3rd Ave Improvement Project



Public Open House

June 7, 2016

5:00 - 7:00 PM, South St. Paul City Hall

(OPTIONAL)

Your Information:

Name: Barb Zagar

Business Name:

Address: 209-20th Ave S.

City, State, Zip: S. St. Paul, MN 55075

E-Mail:

Comments/Questions/Concerns:

mini Roundabout 12th & Southview.

Too bad
done
deal

I feel that "residence's" should have a say in road construction + improvements. "Not after the decision has been made!" These Engineers should have to live with these roundabouts.

With traffic lights there have been only 9 accidents in the past 5 years.

There is 12,400 cars passing my house at 21st + Southview traveling up + down Southview.

Time will tell!! I believe this (mini roundabout) will cause many more accidents + fatalities.

Please leave comments with staff at the meeting or submit via one of the following means:

Mail to: Bolton & Menk, Inc.
Attn: Madeline Peck
12224 Nicollet Avenue
Burnsville, MN 55337

Email to: madelinepe@bolton-menk.com





COMMENT FORM

Southview Blvd & 3rd Ave Improvement Project

Public Open House

June 7, 2016

5:00 - 7:00 PM, South St. Paul City Hall

(OPTIONAL)

Your Information:

Name: Sarah Bell

Business Name:

Address: 336 13th Ave S

City, State, Zip: SSP 55025

E-Mail:

Comments/Questions/Concerns:

My concern is that the elimination of direct access from Southview to Knowlan's shopping center will drive additional traffic to 13th. 13th is busy at all times of day; very difficult to turn left. With no turn lanes on 13th/ Knowlan Southview intersection, traffic will be even more backed up both morning & evening (it's often backed up in the afternoon too). Why isn't there any traffic control @ 13th/Southview.

I like the linear stamp/stain finish (top example). Prefer geometric stamps/patterning over ~~flat~~ "natural" stone breaks.

Dislike the south view "monument"/landscape node,
Please leave comments with staff at the meeting or submit via one of the following means:

Mail to: Bolton & Menk, Inc.
Attn: Madeline Peck
12224 Nicollet Avenue
Burnsville, MN 55337

Email to: madelinepe@bolton-menk.com

ugly, bulky, blocks



Nice hardware selections. Do we have cigarette butt disposal?

views, please lose it, or at least place it carefully



COMMENT FORM

Southview Blvd & 3rd Ave Improvement Project

Public Open House

June 7, 2016

5:00 - 7:00 PM, South St. Paul City Hall

(OPTIONAL)

Your Information:

Jimmy FRANCIS

Name:

Business Name:

Address:

City, State, Zip:

E-Mail:

Comments/Questions/Concerns:

PLEASE NO MONUMENT SIGNS.

KEEP COST DOWN. PLEASE

Please leave comments with staff at the meeting or submit via one of the following means:

Mail to: Bolton & Menk, Inc.
Attn: Madeline Peck
12224 Nicollet Avenue
Burnsville, MN 55337

Email to: madelinepe@bolton-menk.com





COMMENT FORM

Southview Blvd & 3rd Ave Improvement Project



Public Open House

June 7, 2016

5:00 - 7:00 PM, South St. Paul City Hall

(OPTIONAL)

Your Information:

Name:

Business Name:

Address:

City, State, Zip:

E-Mail:

Comments/Questions/Concerns:

NO MONUMENT SIGNS.
MORE PARKING
MAKE LOT CROSS FROM
THE COOP INTO PARKING LOT

Please leave comments with staff at the meeting or submit via one of the following means:

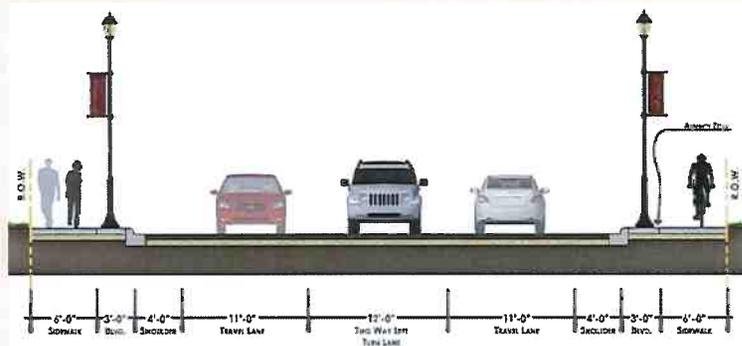
Mail to: Bolton & Menk, Inc.
Attn: Madeline Peck
12224 Nicollet Avenue
Burnsville, MN 55337

Email to: madelinepe@bolton-menk.com



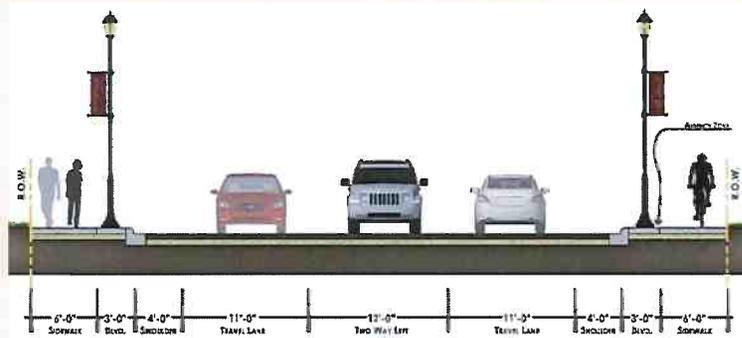


Improvements Overview: 20th to 15th Ave.



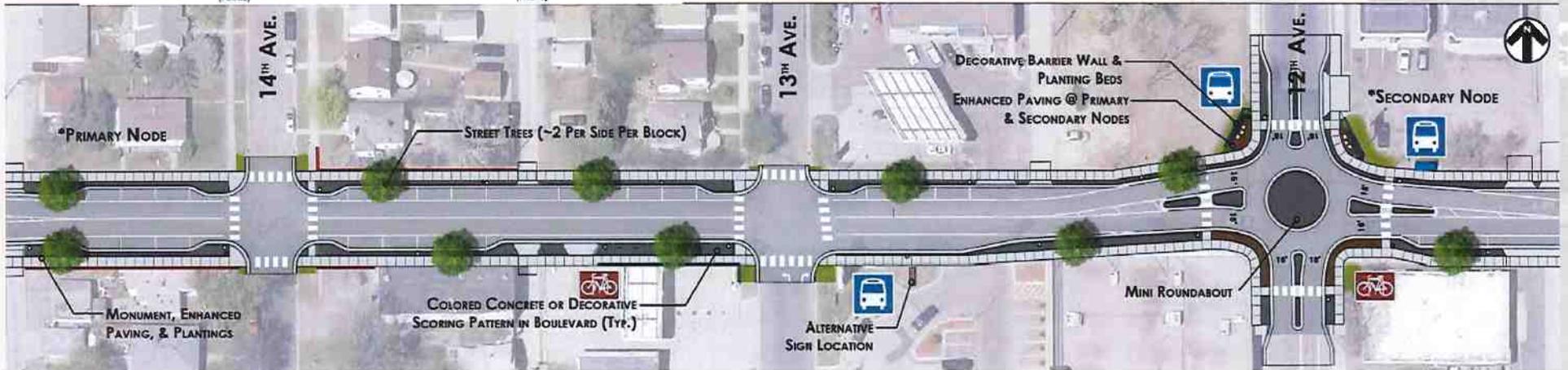
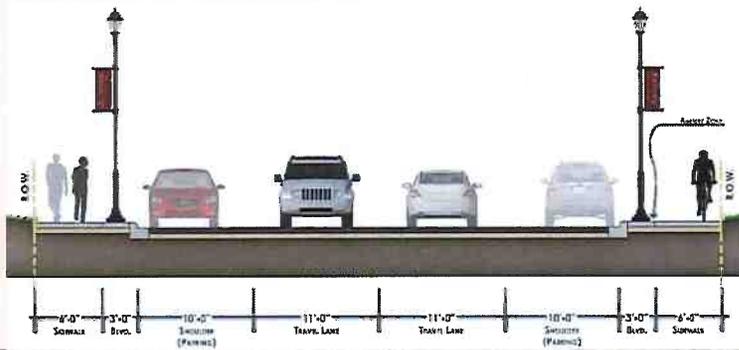


Improvements Overview: 20th to 15th Ave.



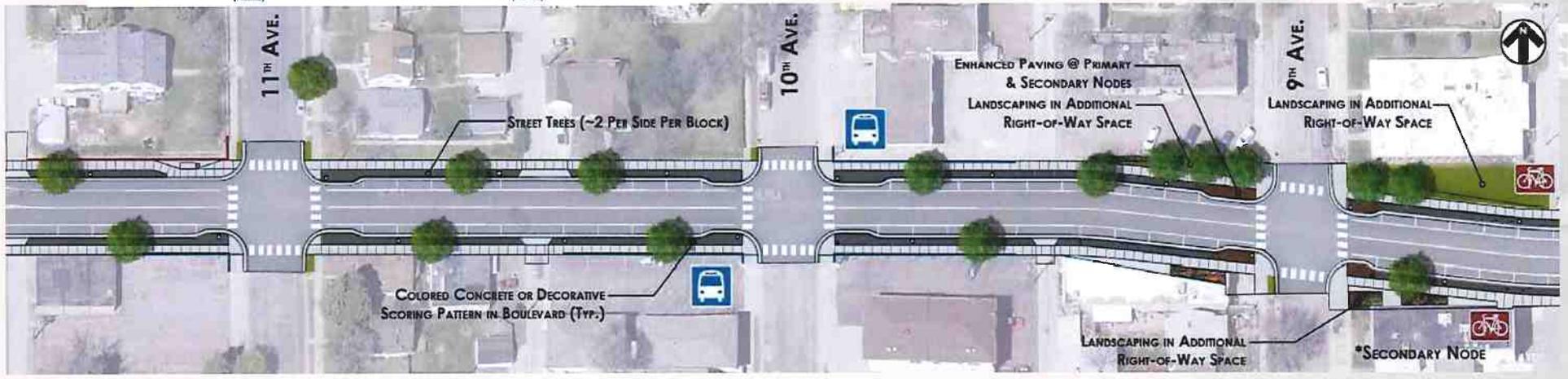
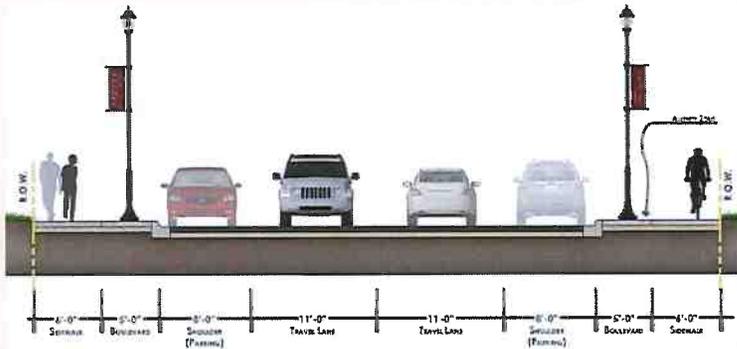


Improvements Overview: 14th to 12th Ave.



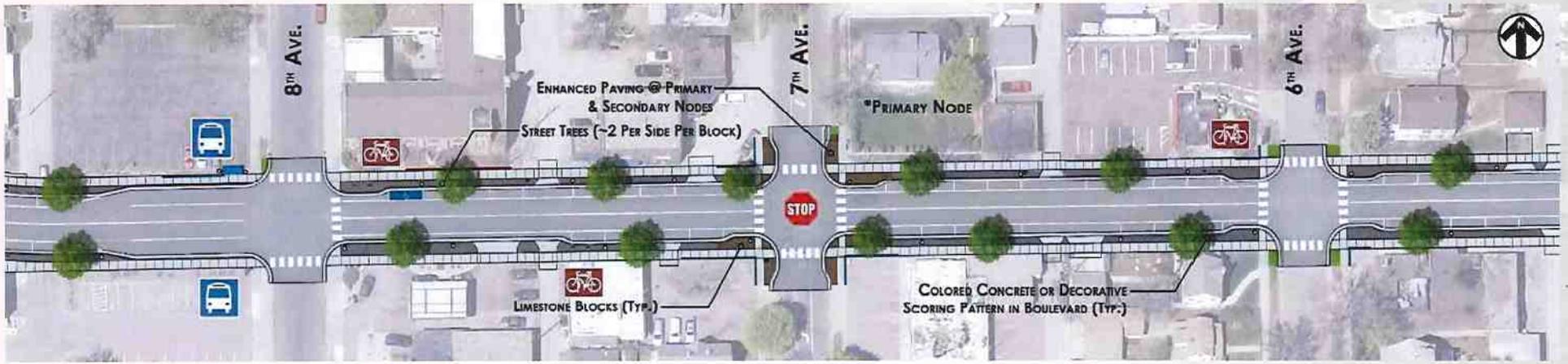
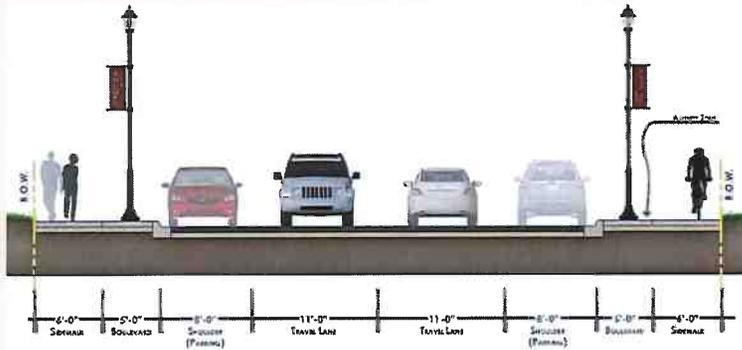


Improvements Overview: 12th to 3rd Ave.



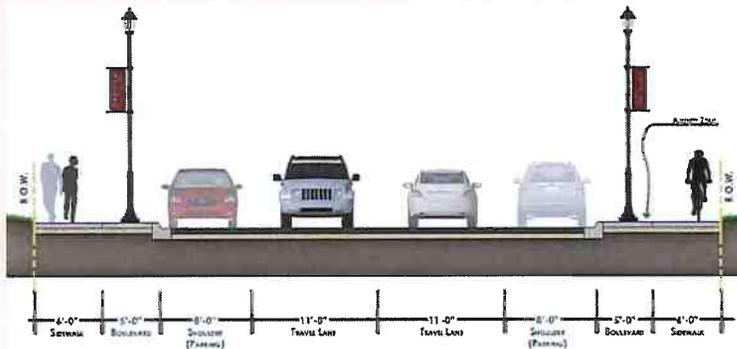


Improvements Overview: 12th to 3rd Ave.



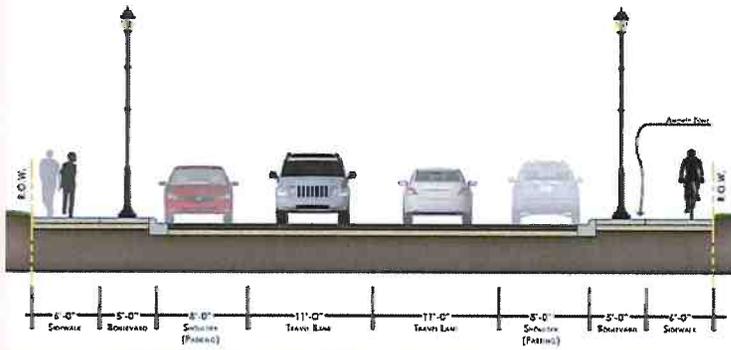


Improvements Overview: 12th to 3rd Ave.





Improvements Overview: 3rd Ave.





Southview Blvd & 3rd Avenue Improvement Project

**City Council Update
June 20, 2016**





Purpose of Presentation

- Review and Approve Staff Recommendations
 - Colored streetscape pavement application
 - 12th Avenue mini-roundabout intersection
- Next Steps and Schedule





Improvements Overview





Nodes: Primary and Secondary

Primary Nodes

- Dense Plantings and Enhanced Paving
 - Perennials
 - Ornamental grasses
 - Low maintenance



Secondary Nodes

- Less Densely Planted and Enhanced Paving
 - Perennials
 - Ornamental grasses
 - Low maintenance





Nodes: Primary, 15th Avenue

Primary Node

- Monument Sign
- Landscaping
- Enhanced Paving





Nodes: Primary, 3rd Avenue

Primary Node

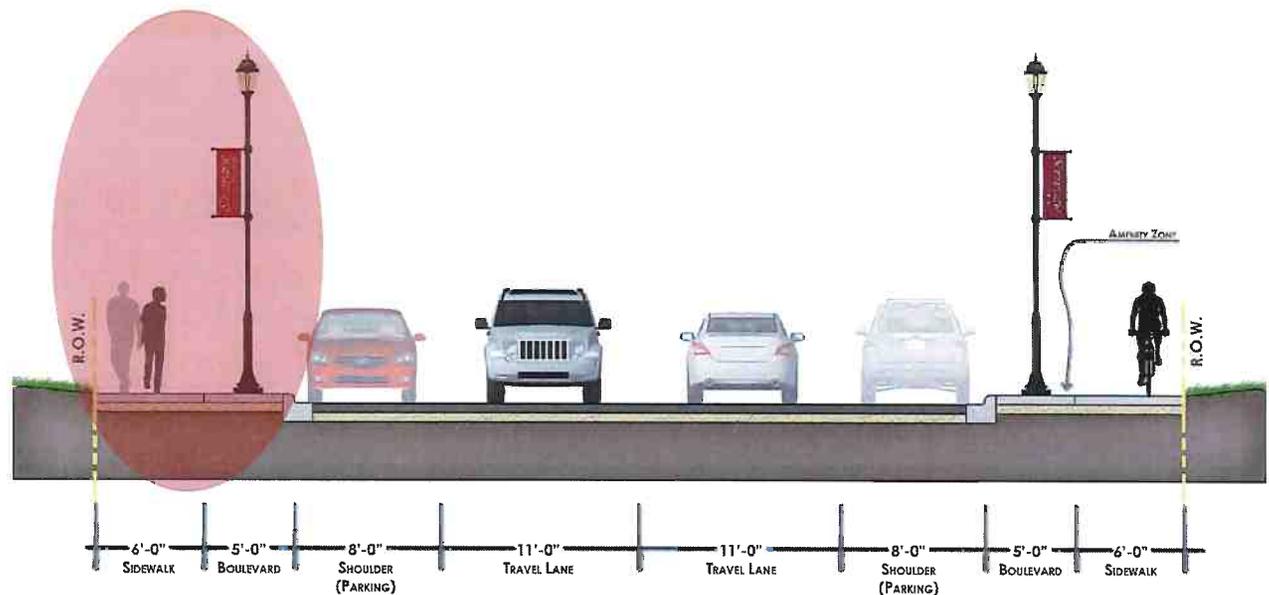
- Monument Sign
- Landscaping
- Enhanced Paving





Streetscape Elements

- Site Furnishings
- Lighting
- Street Trees
- Pavement





Site Furnishings

Seating



Waste Receptacles



Bike Racks



Decorative Barrier Walls



Retaining Walls

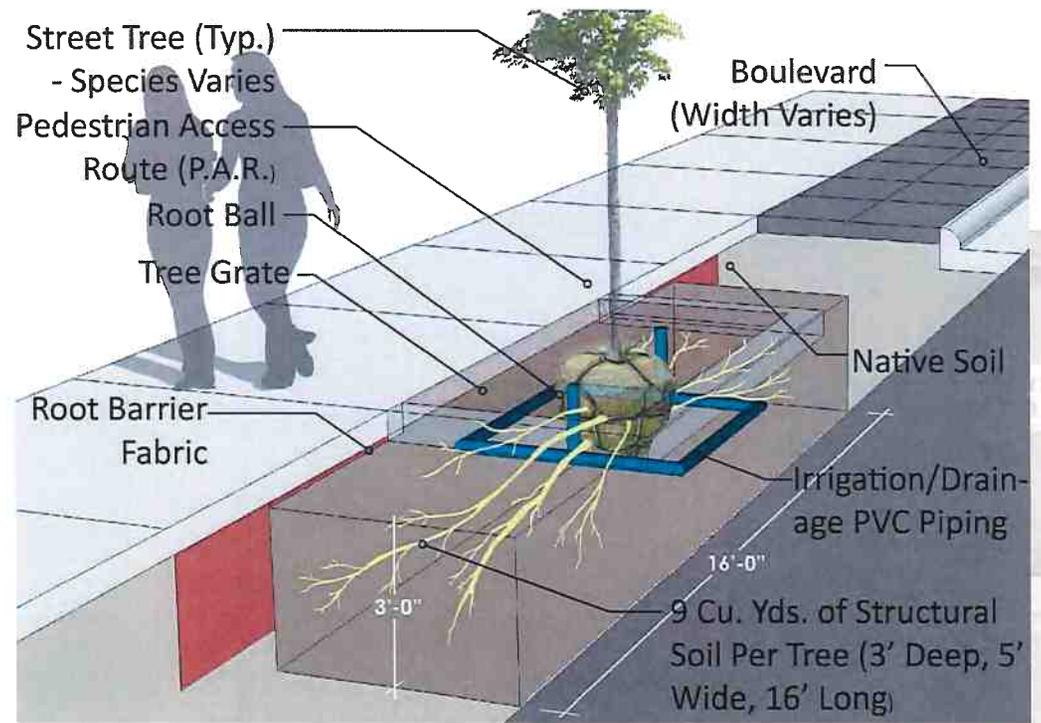




Street Trees

Healthy Urban Tree Growth

- Plant at proper depth, root ball set to correct height
- Achieve as large of soil volume possible; use structural soil
- Root Barrier where adjacent to pavement





Street Trees: Tree Varieties

Varieties Hardy to Climate/Growing Environment, Salt Tolerant



Ginkgo 'Autumn Gold'



Maple 'Sienna Glenn'



Swamp White Oak



Kentucky Coffee Tree 'Espresso'



Corktree 'His Majesty'



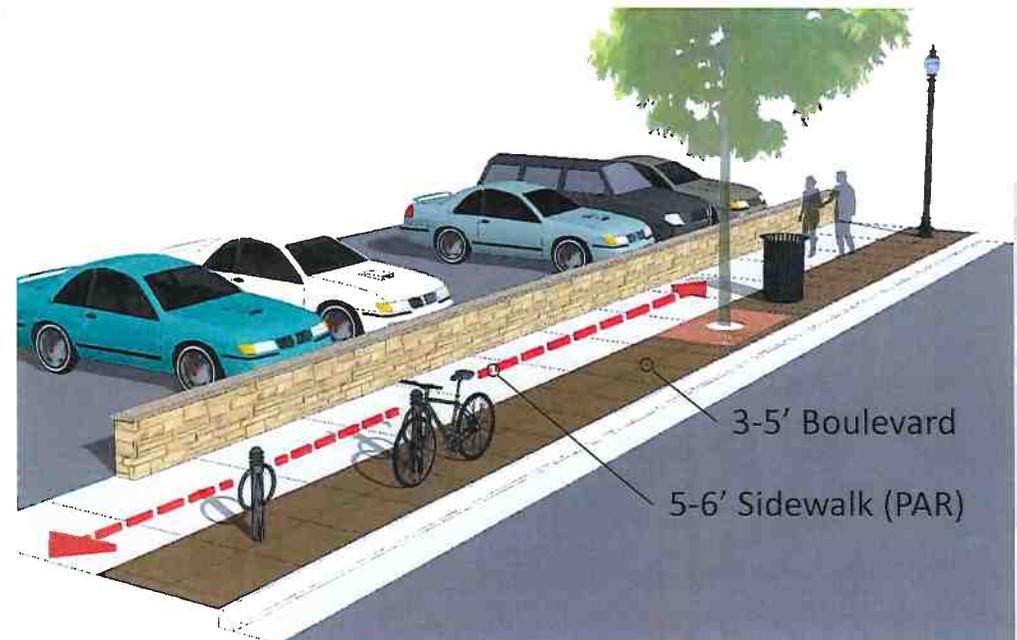
Pedestrian Access

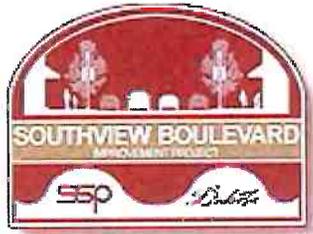




Pavement: Pedestrian Access Route (PAR)

- 5-6 feet wide throughout corridor
- Unobstructed walkway
- Smooth concrete finish, 6 ft. square scoring pattern





Pavement: Boulevard

- Width varies, 3-5 feet
- All Site Amenities located in this zone
- Enhanced Paving: Stamped and Stained Concrete Finish or Decorative Scoring Pattern



Scoring Pattern



Rough Stone Finish

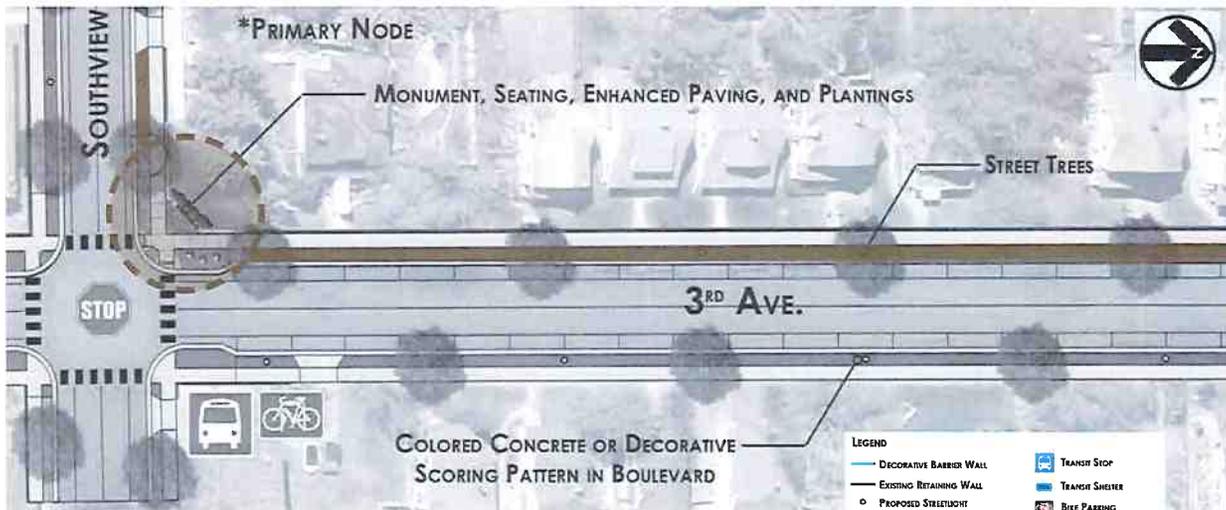


< Stain color to compliment existing building facades.



Pavement: Application

1. Linear Application

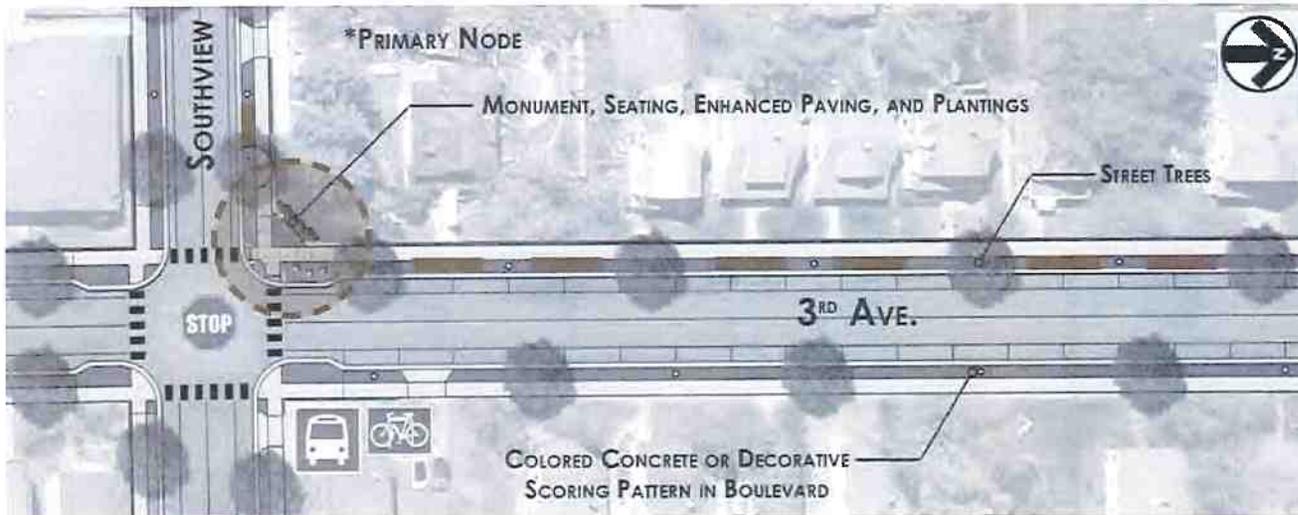


*Stamped and Stained paving in all nodes



Pavement: Application

2. Intermittent Application

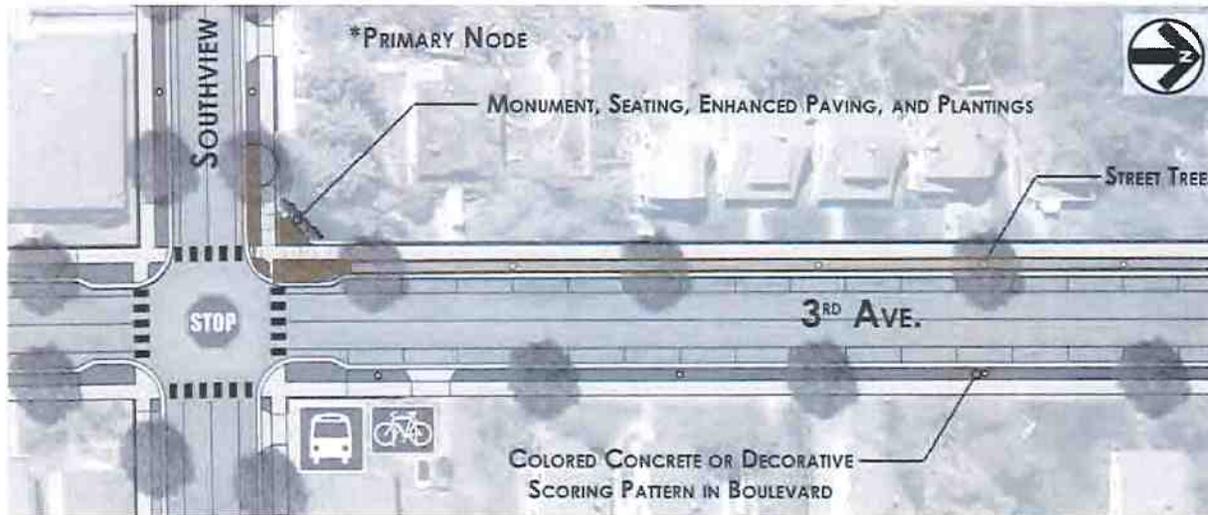


*Stamped and Stained paving in all nodes



Pavement: Application

3. Stamped and Stained Only at Nodes, Scoring in Boulevard

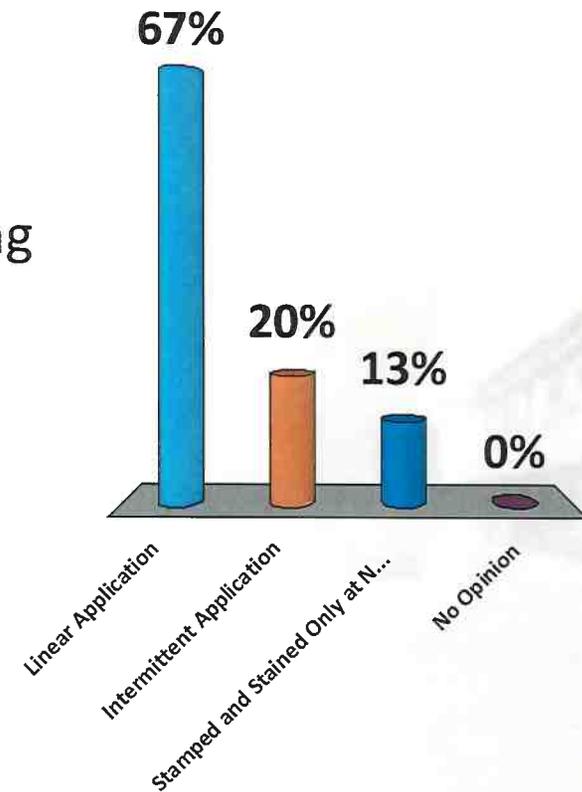


*Stamped and Stained paving in all nodes



Which Decorative Pavement Application do you Prefer?

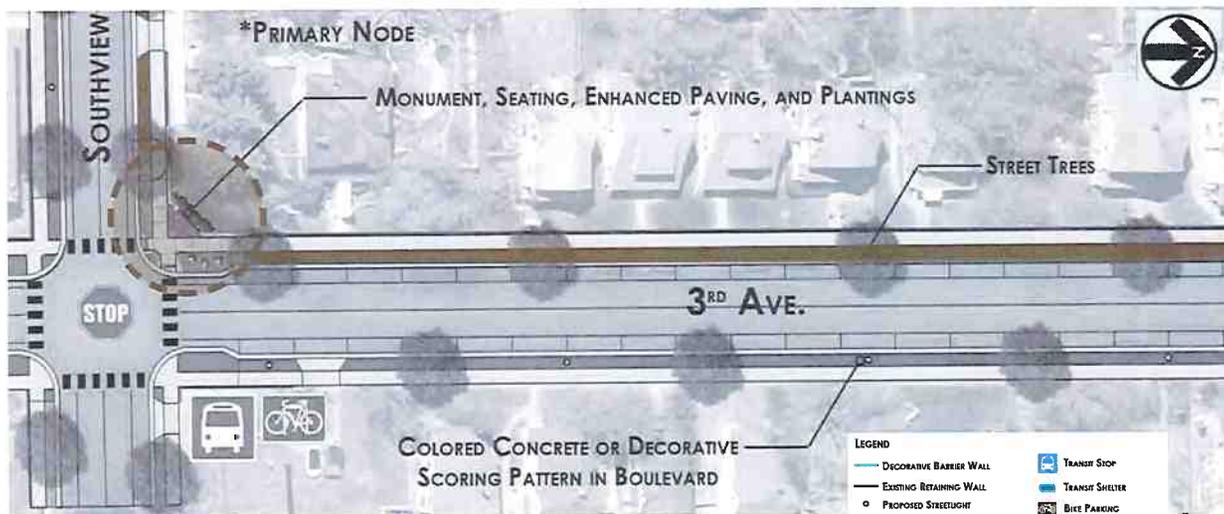
- A. Linear Application
- B. Intermittent Application
- C. Stamped and Stained Only at Nodes, Scoring in Boulevard
- D. No Opinion





Pavement: Application

Staff Recommendation: Linear Application



*Stamped and Stained paving in all nodes



Southview Boulevard at 12th Avenue





Southview Boulevard at 12th Avenue

What is a mini-roundabout?



- Yield controlled intersection
- 2"-4" central island (traversable for larger vehicles)

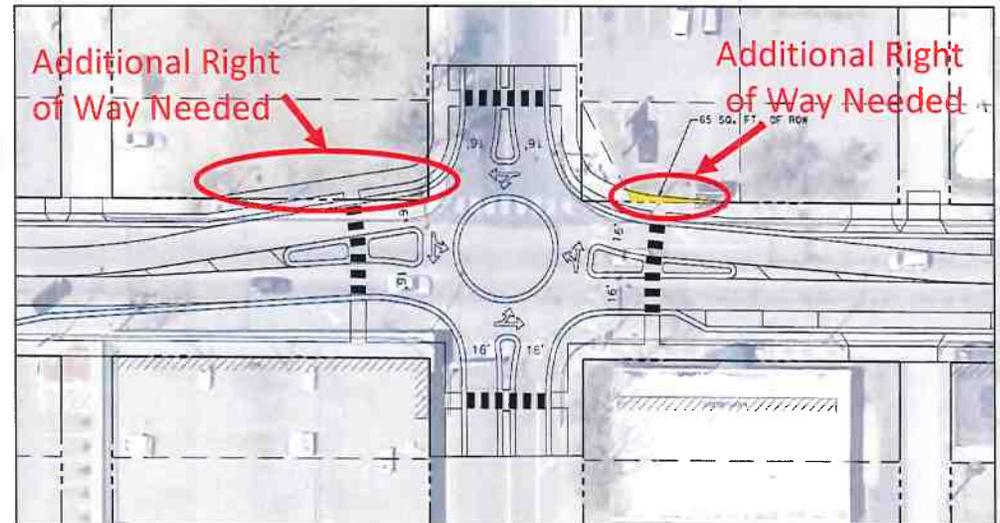




Southview Boulevard at 12th Avenue

Why we are recommending a mini-roundabout:

- Balances vehicle delay
- Reduced crash potential
- Better accommodates pedestrian crossings and safety
- Speed reduction on Southview
- Defines business district
- Improves sightlines





Pedestrian Navigation and Safety

- Reduced vehicle speeds on approach
- Two-stage pedestrian crossing on Southview West leg - median refuge
- Supported by SSP Chief

Motorist Yielding Rate of 83%

Roundabout exit 81%, Roundabout entry 85%

Motorist yield rate in typical Crosswalk is 7-20%





Trucks, Busses, and Other Large Vehicles

Center Median Island:

- Traversable curb and island
- Height of curb to be evaluated

Larger Vehicles on the Corridor:

- Metro Transit Bus Line 68
- Kaposia Days Parade Floats
- ≈3% Delivery Vehicles, Gas Tankers, Larger Trucks, etc.

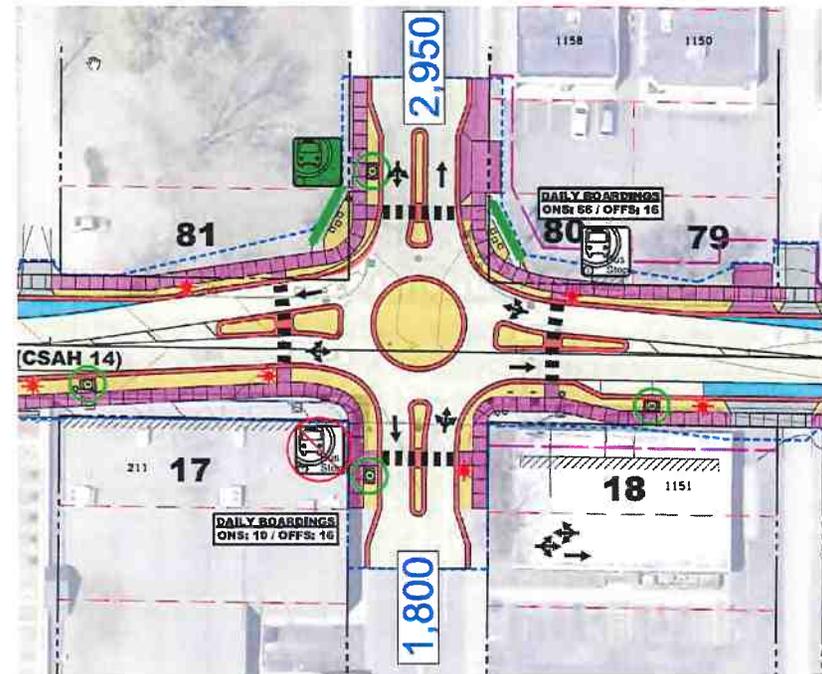


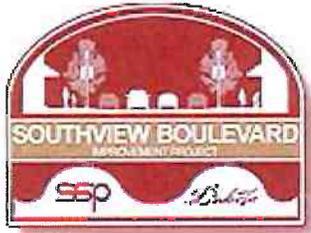


Southview Boulevard at 12th Avenue

Why we are recommending a mini-roundabout:

- Balances vehicle delay
- Reduced crash potential
- Better accommodates pedestrian crossings and safety
- Speed reduction on Southview
- Defines business district
- Improves sightlines





Where We're Going...

- Construction slated to begin in August 2017 OR May 2018

Next Open House scheduled for
October 2016

[Watch Facebook/Website for updates]

www.southviewblvd.com

Southview Blvd and 3rd Ave Improvement Project

Overview Process Project Details Public Meetings

Final design of this project is underway. See below for information on upcoming meetings:

- [Business Advisory Committee](#) - May 10, 2016
- [Citizens Advisory Committee](#) - May 10, 2016
- [Public Open House](#) - June 7, 2016
- [Final Design Schedule](#)
 - [Video Representation of DRAFT Roadway & Streetscape Concept](#)

Project Overview

Planning for the Southview Boulevard & 3rd Avenue Improvement Project is under way! The purpose of the project is to address aging infrastructure, improve pedestrian/bicycle and transit accommodations, include streetscape elements, and manage traffic operational and safety needs. The project is scheduled for construction in 2017 and includes Southview Blvd between 3rd Avenue and 20th Avenue, and 3rd Avenue between Southview Blvd and Marie Avenue.

Contacts

John Sass
Dakota County
952-801-7130
john.sass@co.dakota.mn.us

Matthew Parent
Dakota County
952-801-7271
matthew.parent@co.dakota.mn.us

Chris Hartzell
City of South St. Paul
651-554-3210
chartzell@sspmn.org

Updates

Sign up to join our mailing list!



CITY COUNCIL AGENDA REPORT

DATE: JUNE 20, 2016

DEPARTMENT: Engineering

ADMINISTRATOR: SAK

10-D

AGENDA ITEM: Change Order No. 1 – Sanitary Sewer Relining & Televising

ACTION TO BE CONSIDERED:

Motion to approve Change Order No. 1 in the amount of \$81,936.85 increasing the total contract amount to \$195,933.35.

OVERVIEW:

On March 7, 2016, the City Council awarded a contract to Visu-Sewer Inc., in the amount of \$113,996.50. As part of this contract Visu-Sewer was to re-line 2540 feet of sewer pipe and clean and televise another 11,000 feet of pipe. That work is now all complete and the total of their work is \$93,192.85. The balance of the planned contract work, about \$20,000, was not needed.

The City, however, would like to re-line more sewer pipes based on the results of the cleaning and televising that was done. Using the unit prices in the contract, the City is recommending that Visu-Sewer re-line an additional 3170 feet of sewer pipe. Based on the unit prices, this would increase the contract by \$102,740.50. However, there is an offset of at least \$20,803.65 for work that did not have to be done on the initial list of streets. Therefore, the total net amount of increase to the contract would be \$81,936.85.

The contractor has agreed not to charge an additional mobilization charge to do the additional linings.

SOURCE OF FUNDS:

The City budgeted \$200,000 for this work in the 2016 Sanitary Sewer Fund. Therefore, the total contract amount will be within the budgeted amount.

Change Order No. 1 -Sewer Televising and Relining Project 2016-010

ITEM #	SPEC #	DESCRIPTION	UNIT	Original Contract			Change Order No. 1			
				QTY	UNIT PRICE	TOTAL	Qty Change	Changed Amount	Revised Contract Quantity	Revised Contract Amount
1		MOBILIZATION	LS	1	\$3,000.00	\$3,000.00	0	\$0.00	1	\$3,000.00
2	2532	CURED IN PLACE PIPE (CIPP) APPROX. 9"	LF	154	\$23.50	\$3,619.00	5	\$117.50	159	\$3,736.50
3	2532	CURED IN PLACE PIPE (CIPP) APPROX. 10"	LF	1125	\$23.50	\$26,437.50	457	\$10,739.50	1,582	\$37,177.00
4	2532	CURED IN PLACE PIPE (CIPP) APPROX. 12"	LF	1260	\$27.50	\$34,650.00	2,714	\$74,635.00	3,974	\$109,285.00
5	2536	10" POINT REPAIR	EA	1	\$10,500.00	\$10,500.00	(1)	-\$10,500.00	0	\$0.00
6	2536	12" POINT REPAIR	EA	1	\$11,025.00	\$11,025.00	(1)	-\$11,025.00	0	\$0.00
7	2532	LATERAL REINSTATEMENT (ANY SIZE)	EA	70	\$150.00	\$10,500.00	113	\$16,950.00	183	\$27,450.00
8	2532	PROTRUDING TAP TRIMMING	EA	6	\$200.00	\$1,200.00	12	\$2,400.00	18	\$3,600.00
9	2532	BYPASS PUMPING	LS	1	\$300.00	\$300.00	1	\$300.00	2	\$600.00
10	2532	SANITARY SEWER TELEVISIONING	LF	11,100	\$1.15	\$12,765.00	(1,461)	-\$1,680.15	9,639	\$11,084.85
Totals						\$113,996.50		\$81,936.85		\$195,933.35