AGENDA
BIG LAKE CITY COUNCIL MEETING
COUNCIL CHAMBERS

OCTOBER 14, 2020
6:00 p.m.

1) CALL TO ORDER

2) PLEDGE OF ALLEGIANCE

3) ROLL CALL

4) OPEN FORUM

5) PROPOSED AGENDA

6) CONSENT AGENDA

Items on the Consent Agenda page are reviewed in total by the City Council and may be approved through one motion. Any item may be removed by any Council Member, staff member or person from the public for separate consideration. When removing any item from the Consent Agenda, the item number and description of the item should be clearly stated.

7) BUSINESS

7A. Donation - Angels Drive With Us Fundraiser Towards the Police Department

7B. Donations - Towards the Police Department through the U.S. Military Return to Duty Program

7C. Donations - Miscellaneous Towards the Police Department

7D. Donation - Sanitizer Station from Paragon Store Fixtures

7E. Monthly Department Reports

8) ADMINISTRATOR'S REPORT

9) MAYOR & COUNCIL REPORTS AND COMMENTS/QUESTIONS

Sub-Committee Updates (Reports are given only if meeting date was after the last Council Meeting)
Council Member Hansen
Council Member Knier - BLCE
Mayor Wallen – BLEDA, BLCLA
Council Member Zettervall - Parks Advisory Committee, Planning Commission

10) OTHER

11) ADJOURN

Disclaimer: This agenda has been prepared to provide information regarding an upcoming meeting of the Big Lake City Council. This document does not claim to be complete and is subject to change.

CITY COUNCIL MEETING COVID-19 NOTICE

Attendance at Meetings: All attendees are expected to follow CDC recommendations and State of MN Executive Orders relating to the COVID-19 Pandemic. Some members of the City Council may participate in this Meeting via telephone or other electronic means on an as needed basis.

BIG LAKE CITY COUNCIL
CONSENT AGENDA
OCTOBER 14, 2020

6A. Approve List of Claims

6B. Approve Council Workshop Minutes of September 23, 2020

6C. Approve Council Meeting Minutes of September 23, 2020

6D. Approve Resolution Approving the Snow and Ice Removal Agreement with Big Lake Township

6E. Approve Resolution Calling for Assessment Public Hearing for Unpaid Charges

6F. Approve CARES Act Funding Grant Agreement with Big Lake Township

6G. Authorize the Purchase of Replacement Police Vehicle and the Sale of Vehicles at Auction

6H. Authorize Order for the Purchase of 2021 Police Vehicles

6I. Approve Water Curb Stop Replacement Agreement for the Property Located at 861 Lakeshore Drive

6J. Approve Change Order No. 3 for the Wastewater Treatment Facility Expansion Project

6K. Approve Hire of Part-time Liquor Clerk Mark Boeckman

AGENDA ITEM
Big Lake City Council

Prepared By: *Deb Wegeleben, Finance Director*	***Meeting Date:*** 10/14/2020	☐ ***Regular Agenda Item*** ☒ ***Consent Agenda Item***	***Item No.*** **6A**
Item Description: *List of Claims*		***Reviewed By:*** *Clay Wilfahrt, City Administrator*	
		Reviewed By: *(N/A)*	

ACTION REQUESTED

Motion to Approve List of Claims paid dated 09/17/2020 through 10/08/2020 and Approve Payroll No 20.

BACKGROUND/DISCUSSION

Attached is the List of Claims paid through 10/08/2020. Please contact me with any questions or concerns.

Any elected official who contracts or submits an invoice to the City for payment of services is required to abstain from the vote of said payment, and execute an "Affidavit of City Official Interested in Claim" form prior to receiving payment pursuant to MN Statute 471.87:

471.87 PUBLIC OFFICERS, INTEREST IN CONTRACT; PENALTY.
Except as authorized in section 123B.195 or 471.88, a public officer who is authorized to take part in any manner in making any sale, lease, or contract in official capacity shall not voluntarily have a personal financial interest in that sale, lease, or contract or personally benefit financially therefrom. Every public officer who violates this provision is guilty of a gross misdemeanor.

471.88 EXCEPTIONS.
Subdivision 1.**Coverage.**
The governing body of any port authority, seaway port authority, economic development authority, watershed district, soil and water conservation district, town, school district, hospital district, county, or city, by unanimous vote, may contract for goods or services with an interested officer of the governmental unit in any of the following cases.
Subd. 5.**Contract with no bids required.**
A contract for which competitive bids are not required by law.

ATTACHMENTS

List of Claims

BIGLAKE, MN

*Check Detail Register©

Cks 9/17/2020 - 10/8/2020

		Check Amt	Invoice	Comment
1010 US BANK				
Paid Chk# 004855E 9/17/2020	**OPTUM - H.S.A.**			
G 101-2184	HSA Contribution payable	$2,585.01	ACH EE PORT	H.S.A Payment for Period #19 09/16/2020
G 101-2184	HSA Contribution payable	$1,124.87	ACH ER PORT	H.S.A Payment for Period #19 09/16/2020
	Total OPTUM - H.S.A.	$3,709.88		
Paid Chk# 004858E 9/21/2020	**PAYROLL TAXES - FED/FICA**			
G 101-2171	Federal Withholding Payable	$12,367.19		Federal/FICA Payroll Taxes for Pay Period #19 09/16/2020
G 101-2173	FICA Tax Withholding Payable	$15,531.16		Federal/FICA Payroll Taxes for Pay Period #19 09/16/2020
	Total PAYROLL TAXES - FED/FICA	$27,898.35		
Paid Chk# 004861E 9/21/2020	**WORLDPAY-NCR**			
G 501-2020	Accounts Payable	$9,008.48		LIQUOR STORE CC PROCESSING FEE FOR AUGUST 2020
	Total WORLDPAY-NCR	$9,008.48		
Paid Chk# 004863E 9/21/2020	**HEALTH PARTNERS**			
G 101-2182	Health-Dental-Life Ins Payable	$4,524.41	EE PORTION	HEALTH INSURANCE PREMIUMS FOR OCTOBER 2020
G 101-2182	Health-Dental-Life Ins Payable	$27,868.63	ER PORTION	HEALTH INSURANCE PREMIUMS FOR OCTOBER 2020
E 101-300-75-05-4008	Insurance Benefits (er)	$1,532.68	HANDELAND	HEALTH INSURANCE PREMIUMS FOR OCTOBER 2020
G 101-2182	Health-Dental-Life Ins Payable	$2.99	PLAN ADJUST	HEALTH INSURANCE PREMIUMS FOR OCTOBER 2020
G 101-1158	Cobra Insurance Receivable	$1,017.82	RETIREE	HEALTH INSURANCE PREMIUMS FOR OCTOBER 2020
E 101-300-75-05-4008	Insurance Benefits (er)	$517.19	SHERBURNE	HEALTH INSURANCE PREMIUMS FOR OCTOBER 2020
	Total HEALTH PARTNERS	$35,463.72		
Paid Chk# 004864E 9/21/2020	**DEARBORN NATIONAL**			
G 101-2182	Health-Dental-Life Ins Payable	$386.96	EE PORTION	LIFE INS PREM ER FOR OCTOBER 2020
G 101-2182	Health-Dental-Life Ins Payable	$38.24	ER CORRECT	LIFE INS PREM ER FOR OCTOBER 2020
G 101-2182	Health-Dental-Life Ins Payable	($38.64)	ER CORRECT	LIFE INS PREM ER FOR OCTOBER 2020
G 101-2182	Health-Dental-Life Ins Payable	$1,323.82	ER PORTION	LIFE INS PREM ER FOR OCTOBER 2020
	Total DEARBORN NATIONAL	$1,710.38		
Paid Chk# 004865E 9/21/2020	**4M FUND**			
G 101-1150	Accounts Receivable	$51.73	09.30 CC STM	SEPTEMBER CC STATEMENT - NORM CC ON CITY CARD IN ERROR
G 101-2175	Other Withholding	$517.82	09.30 CC STM	SEPTEMBER CC STATEMENT - POLICE FITNESS DUES (8)
E 101-100-92-25-4251	Emergency Management	$940.54	09.30 CC STM	SEPTEMBER CC STATEMENT-COVID 19 POLICE PEPERBALL -CIVIL UNREST
E 101-100-92-25-4251	Emergency Management	$519.80	09.30 CC STM	SEPTEMBER CC STATEMENT-COVID 19 EOC OFFICE CHAIR
E 101-100-92-25-4251	Emergency Management	$536.88	09.30 CC STM	SEPTEMBER CC STATEMENT COVID 19 POLICE MASK
E 101-100-92-25-4251	Emergency Management	$716.38	09.30 CC STM	SEPTEMBER CC STATEMENT -COVID 19 POLICE HEARING PROT EACH OFFICER
E 101-100-92-25-4251	Emergency Management	$237.58	09.30 CC STM	SEPTEMBER CC STATEMENT-COVID 19 POLICE PROTECTIVE GLASSES
E 101-100-92-25-4251	Emergency Management	$179.99	09.30 CC STM	SEPTEMBER CC STATEMENT-COVID 19 FRIG PW SEPERATION OF DEPTS
E 101-100-92-25-4251	Emergency Management	$145.60	09.30 CC STM	SEPTEMBER CC STATEMENT-COVID 19 POLICE DUFFEL BAGS
E 101-100-92-25-4251	Emergency Management	$7,216.87	09.30 CC STM	SEPTEMBER CC STATEMENT-COVID 19 POLICE MOBILE TERMINALS
E 101-100-92-25-4251	Emergency Management	$301.92	09.30 CC STM	SEPTEMBER CC STATEMENT-COVID 19 DOCK FOR COMPUTER
E 101-100-92-25-4251	Emergency Management	($239.00)	09.30 CC STM	SEPTEMBER CC STATEMENT-COVID SIGN RETURN
E 101-100-05-25-4210	Operating Supplies	$10.22	09.30 CC STM	SEPTEMBER CC STATEMENT-CITY HALL SUPPLIES
E 101-100-10-25-4210	Operating Supplies	$10.22	09.30 CC STM	SEPTEMBER CC STATEMENT-CITY HALL SUPPLIES

*Check Detail Register©

Cks 9/17/2020 - 10/8/2020

		Check Amt	Invoice	Comment
E 101-100-11-10-4243	Meals	$26.98	09.30 CC STM	SEPTEMBER CC STATEMENT-ELECTION FOOD
E 101-100-15-25-4210	Operating Supplies	$460.42	09.30 CC STM	SEPTEMBER CC STATEMENT-CITY HALL SUPPLIES
E 101-100-15-25-4212	Other Operations Expenses	$37.99	09.30 CC STM	SEPTEMBER CC STATEMENT-CITY HALL POWER STRIP
E 101-100-15-25-4238	Training/Schools	$535.00	09.30 CC STM	SEPTEMBER CC STATEMENT-FINANCE TRAINING GFOA & CIVIC SYSTEM
E 101-100-20-25-4210	Operating Supplies	$276.43	09.30 CC STM	SEPTEMBER CC STATEMENT-BLCC OPERATING SUPPLIES
E 101-100-20-25-4370	Grounds Maintenance	$121.77	09.30 CC STM	SEPTEMBER CC STATEMENT-BLCC ORKIN
E 101-100-20-25-4540	Repair/Maintenance Building	$71.86	09.30 CC STM	SEPTEMBER CC STATEMENT-BLCC REPAIR MAINTS
E 101-100-25-25-4210	Operating Supplies	$20.43	09.30 CC STM	SEPTEMBER CC STATEMENT-CITY HALL SUPPLIES
E 101-100-25-25-4212	Other Operations Expenses	$42.94	09.30 CC STM	SEPTEMBER CC STATEMENT-PHONE CASE
E 101-100-30-25-4210	Operating Supplies	$20.43	09.30 CC STM	SEPTEMBER CC STATEMENT-CITY HALL SUPPLIES
E 101-100-30-25-4405	Motor Fuel	$94.47	09.30 CC STM	SEPTEMBER CC STATEMENT - BUILDING FUEL
E 101-105-10-25-4130	Computers/Software	$49.99	09.30 CC STM	SEPTEMBER CC STATEMENT - PLANNER KEYBOARD
E 101-105-15-25-4131	Security Access Card Syste	$107.38	09.30 CC STM	SEPTEMBER CC STATEMENT - RING CLOUD STORAGE
E 101-105-15-25-4413	Equipment/Accessories	$139.65	09.30 CC STM	SEPTEMBER CC STATEMENT-CITY HALL CAMERAS
E 101-105-75-25-4130	Computers/Software	$24.99	09.30 CC STM	SEPTEMBER CC STATEMENT-CLOUD STORAGE POLICE
E 101-200-40-25-4210	Operating Supplies	$10.21	09.30 CC STM	SEPTEMBER CC STATEMENT-CITY HALL SUPPLIES
E 101-200-50-25-4210	Operating Supplies	$11.69	09.30 CC STM	SEPTEMBER CC STATEMENT-STREET SUPPLIES
E 101-200-50-25-4212	Other Operations Expenses	$45.03	09.30 CC STM	SEPTEMBER CC STATEMENT-STREET SUPPLIES
E 101-200-50-25-4215	Uniforms/Clothing	$87.50	09.30 CC STM	SEPTEMBER CC STATEMENT-BRENTESON BOOTS (187)
E 101-200-50-25-4335	Striping	$48.60	09.30 CC STM	SEPTEMBER CC STATEMENT-STRIPING SUPPLIES
E 101-200-50-25-4385	Shop Materials	$77.22	09.30 CC STM	SEPTEMBER CC STATEMENT-SHOP SUPPLIES
E 101-200-50-25-4405	Motor Fuel	$120.80	09.30 CC STM	SEPTEMBER CC STATEMENT-STREET FUEL
E 101-200-50-25-4430	Vehicle Maintenance	$8.65	09.30 CC STM	SEPTEMBER CC STATEMENT-STREET UNIT 8 HITCH
E 101-200-50-25-4545	Repair/Maintenance Equipm	$750.03	09.30 CC STM	SEPTEMBER CC STATEMENT-STREET EQUIP REPAIRS
E 101-200-55-25-4212	Other Operations Expenses	$465.10	09.30 CC STM	SEPTEMBER CC STATEMENT-PARKS SUPPLIES
E 101-200-55-25-4215	Uniforms/Clothing	$87.49	09.30 CC STM	SEPTEMBER CC STATEMENT-BRENTESON BOOTS (187)
E 101-200-55-25-4325	Class 5/Concrete	$8.26	09.30 CC STM	SEPTEMBER CC STATEMENT-PARKS CONCRETE
E 101-200-55-25-4405	Motor Fuel	$356.46	09.30 CC STM	SEPTEMBER CC STATEMENT-PARK FUEL
E 101-200-55-25-4413	Equipment/Accessories	$46.14	09.30 CC STM	SEPTEMBER CC STATEMENT-PARK RAKE
E 101-200-55-25-4545	Repair/Maintenance Equipm	$1,804.37	09.30 CC STM	SEPTEMBER CC STATEMENT-PARK EQUIP REPAIRS
E 101-300-75-25-4210	Operating Supplies	$322.70	09.30 CC STM	SEPTEMBER CC STATEMENT-POLICE SUPPLIES
E 101-300-75-25-4211	Medical Supplies	$72.23	09.30 CC STM	SEPTEMBER CC STATEMENT-POLICE MEDICAL SUPPLIES
E 101-300-75-25-4212	Other Operations Expenses	$718.70	09.30 CC STM	SEPTEMBER CC STATEMENT-POLICE SUPPLIES
E 101-300-75-25-4413	Equipment/Accessories	$212.00	09.30 CC STM	SEPTEMBER CC STATEMENT-POLICE FIRE EXTINGUISHERS
E 101-300-75-25-4215	Uniforms/Clothing	$1,693.55	09.30 CC STM	SEPTEMBER CC STATEMENT-POLICE UNIFORMS
E 101-300-75-25-4235	Postage	$22.83	09.30 CC STM	SEPTEMBER CC STATEMENT-POLICE POSTAGE
E 101-300-75-25-4253	Police K-9 Expenditures	$799.63	09.30 CC STM	SEPTEMBER CC STATEMENT-CANINE SUPPLIES
E 101-300-75-25-4257	Contractors Hired	$408.00	09.30 CC STM	SEPTEMBER CC STATEMENT-POLICE TRANSCRIPTION
E 101-300-75-25-4260	Subscriptions/Dues	$9.99	09.30 CC STM	SEPTEMBER CC STATEMENT-POLICE DRIVER SUPPORT
E 101-300-75-25-4260	Subscriptions/Dues	$97.65	09.30 CC STM	SEPTEMBER CC STATEMENT-POLICE GPS TRACKING
E 101-300-75-25-4260	Subscriptions/Dues	$69.78	09.30 CC STM	SEPTEMBER CC STATEMENT-POLICE TV SUBSCRIPTION
E 101-300-75-25-4260	Subscriptions/Dues	$995.00	09.30 CC STM	SEPTEMBER CC STATEMENT-POLICE DATAPILOT SOFTWARE
E 101-300-75-25-4405	Motor Fuel	$35.75	09.30 CC STM	SEPTEMBER CC STATEMENT-POLICE FUEL
E 101-300-75-25-4413	Equipment/Accessories	$404.17	09.30 CC STM	SEPTEMBER CC STATEMENT-POLICE EQUIPMENT

*Check Detail Register©

Cks 9/17/2020 - 10/8/2020

		Check Amt	Invoice	Comment
E 101-300-75-25-4430	Vehicle Maintenance	$431.48	09.30 CC STM	SEPTEMBER CC STATEMENT-POLICE VEHICLE MAINT
E 101-300-75-25-4545	Repair/Maintenance Equipm	$263.08	09.30 CC STM	SEPTEMBER CC STATEMENT-POLICE EQUIPMENT REPAIRS
E 101-300-75-25-4430	Vehicle Maintenance	$12.00	09.30 CC STM	SEPTEMBER CC STATEMENT-POLICE CAR WASH
E 101-300-75-25-4253	Police K-9 Expenditures	$192.15	09.30 CC STM	SEPTEMBER CC STATEMENT-CANINE SUPPLIES
E 194-105-05-25-4130	Computers/Software	$15,036.00	09.30 CC STM	SEPTEMBER CC STATEMENT-COUNCIL/COMMISSIONERS COMPUTERS
E 199-000-15-25-4413	Equipment/Accessories	$4,803.32	09.30 CC STM	SEPTEMBER CC STATEMENT-CITY HALL SIGNS
E 199-000-55-25-4413	Equipment/Accessories	$1,681.96	09.30 CC STM	SEPTEMBER CC STATEMENT-PARKS HOCKEY NETS
E 199-000-75-25-4545	Repair/Maintenance Equipm	$3,157.52	09.30 CC STM	SEPTEMBER CC STATEMENT-POLICE ATV PARTS
E 199-000-75-25-4545	Repair/Maintenance Equipm	$9,051.00	09.30 CC STM	SEPTEMBER CC STATEMENT-POLICE UAV REPAIRS (INSURANCE CLAIM)
E 277-000-00-25-4130	Computers/Software	$2,828.03	09.30 CC STM	SEPTEMBER CC STATEMENT-POICE DOCKINGH STATIONS
E 277-000-00-25-4413	Equipment/Accessories	$1,380.74	09.30 CC STM	SEPTEMBER CC STATEMENT-POLICE PLEASE SLOW SIGNS
E 301-000-00-25-4210	Operating Supplies	$171.79	09.30 CC STM	SEPTEMBER CC STATEMENT-WATER SUPPLIES
E 301-000-00-25-4235	Postage	$49.80	09.30 CC STM	SEPTEMBER CC STATEMENT-WATER POSTAGE
E 301-000-00-25-4238	Training/Schools	$180.00	09.30 CC STM	SEPTEMBER CC STATEMENT-WATER LICENSE NELSON
E 301-000-00-25-4405	Motor Fuel	$104.46	09.30 CC STM	SEPTEMBER CC STATEMENT-WATER FUEL
E 301-000-00-25-4413	Equipment/Accessories	$297.98	09.30 CC STM	SEPTEMBER CC STATEMENT-WATER CAMERA
E 401-000-00-25-4210	Operating Supplies	$169.85	09.30 CC STM	SEPTEMBER CC STATEMENT-WWTP SUPPLIES
E 401-000-00-25-4212	Other Operations Expenses	$30.89	09.30 CC STM	SEPTEMBER CC STATEMENT-WWTP SUPPLIES
E 401-000-00-25-4238	Training/Schools	$180.00	09.30 CC STM	SEPTEMBER CC STATEMENT-WWTP LICENSE NELSON
E 401-000-00-25-4405	Motor Fuel	$104.46	09.30 CC STM	SEPTEMBER CC STATEMENT-WWTP FUEL
E 401-000-00-25-4545	Repair/Maintenance Equipm	$156.36	09.30 CC STM	SEPTEMBER CC STATEMENT-WWTP LIFT 2 REPAIRS
G 501-2020	Accounts Payable	$559.20	09.30 CC STM	SEPTEMBER CC STATEMENT-LIQUOR NCR PAID
E 501-000-00-25-4210	Operating Supplies	$13.12	09.30 CC STM	SEPTEMBER CC STATEMENT-LIQUOR OFFICE SUPPLIES
E 501-000-00-25-4212	Other Operations Expenses	$16.02	09.30 CC STM	SEPTEMBER CC STATEMENT-LIQUOR HUMIDITY THERMOMETER
E 501-000-00-27-4266	Purchases - Misc	$48.97	09.30 CC STM	SEPTEMBER CC STATEMENT-LIMES
R 101-015-4156	CC Rebates	($752.21)	09.30 CC STM	SEPTEMBER CC STATEMENT
	Total 4M FUND	$63,134.78		

Paid Chk# 004866E 9/22/2020 **MARCO BUSINESS PRODUCTS**

G 101-2020	Accounts Payable	$891.41	424133312	MARCO COPIER LEASE PD FOR 9/10/2020 - 10/10/2020
	Total MARCO BUSINESS PRODUCTS	$891.41		

Paid Chk# 004867E 9/22/2020 **MARCO BUSINESS PRODUCTS**

E 101-200-55-25-4208	Copies	$145.18	419343603	MARCO NEW COPIER LEASE PD JUNE - AUGUST 2020
E 101-200-50-25-4208	Copies	$145.19	419343603	MARCO NEW COPIER LEASE PD JUNE - AUGUST 2020
E 101-100-15-25-4208	Copies	$277.84	419343603	MARCO NEW COPIER LEASE PD JUNE - AUGUST 2020
	Total MARCO BUSINESS PRODUCTS	$568.21		

Paid Chk# 004868E 9/30/2020 **PAYROLL TAXES - FED/FICA**

G 101-2173	FICA Tax Withholding Payable	$76.50		Federal/FICA Payroll Taxes for Pay Period #9 COMMISSIONERS 9/30/2020
	Total PAYROLL TAXES - FED/FICA	$76.50		

Paid Chk# 004869E 9/24/2020 **COLONIAL LIFE**

G 101-2183	Other Pre-Tax Insurance Payabl	$193.86	4377404-0902	COLONIAL LIFE DEDUCTIONS FOR SEPTEMBER 2020
	Total COLONIAL LIFE	$193.86		

BIGLAKE, MN

*Check Detail Register©

Cks 9/17/2020 - 10/8/2020

		Check Amt	Invoice	Comment
Paid Chk# 004870E 10/5/2020 **DELTA DENTAL**				
G 101-2182	Health-Dental-Life Ins Payable	$2,787.35	CNS00005448	DELTA DENTAL PREM ACH ER FOR OCTOBER
G 101-1158	Cobra Insurance Receivable	$162.10	CNS00005448	DELTA DENTAL PREM ACH ER FOR OCTOBER
G 101-2182	Health-Dental-Life Ins Payable	($42.00)	CNS00005448	MEYER NOT CHARGED FOR OCT DELTA DENTAL PREM ACH ER
E 101-300-75-05-4008	Insurance Benefits (er)	$110.65	CNS00005448	DELTA DENTAL PREM ACH ER FOR OCTOBER
	Total DELTA DENTAL	$3,018.10		
Paid Chk# 004871E 9/30/2020 **PERA**				
G 101-2174	PERA Withholding Payable	$13,372.97	ACH	PERA Payment for Pay Period #20 09/30/2020
G 101-2178	P.E.R.A. - Police/Fire Payable	$13,011.61	ACH	PERA Payment for Pay Period #20 09/30/2020
	Total PERA	$26,384.58		
Paid Chk# 004872E 9/30/2020 **ICMA**				
G 101-2177	ICMA - RC Withholding Payable	$1,849.00	ACH	ICMA Payment for Pay Period #20 09/30/2020
	Total ICMA	$1,849.00		
Paid Chk# 004873E 9/30/2020 **TASC**				
G 101-2183	Other Pre-Tax Insurance Payabl	$165.38	ACH	FLEX Payment for Employee Portion/Pay Period #20 09/30/20
	Total TASC	$165.38		
Paid Chk# 004874E 9/30/2020 **PAYROLL TAXES - FED/FICA**				
G 101-2171	Federal Withholding Payable	$12,441.08	ACH	Federal/FICA Payroll Taxes for Pay Period #20 09/30/2020
G 101-2173	FICA Tax Withholding Payable	$16,068.04	ACH	Federal/FICA Payroll Taxes for Pay Period #20 09/30/2020
	Total PAYROLL TAXES - FED/FICA	$28,509.12		
Paid Chk# 004875E 9/30/2020 **PAYROLL TAX - STATE**				
G 101-2172	State Withholding Payable	$5,888.22	ACH	State Payroll Taxes for Pay Period #20 09/30/2020
	Total PAYROLL TAX - STATE	$5,888.22		
Paid Chk# 004876E 9/28/2020 **PITNEY BOWES INC**				
G 101-1551	Prepaid Postage	$200.00		POSTAGE PURCHASE ON 9/28/2020
	Total PITNEY BOWES INC	$200.00		
Paid Chk# 004877E 10/5/2020 **PAYROLL TAXES - FED/FICA**				
G 101-2171	Federal Withholding Payable	$50.00	ACH	Federal/FICA Payroll Taxes for Pay Period #10 CITY COUNCIL 10/01/2020
G 101-2173	FICA Tax Withholding Payable	$260.10	ACH	Federal/FICA Payroll Taxes for Pay Period #10 CITY COUNCIL 10/01/2020
	Total PAYROLL TAXES - FED/FICA	$310.10		
Paid Chk# 004878E 10/5/2020 **PAYROLL TAX - STATE**				
G 101-2172	State Withholding Payable	$50.00	ACH	State Payroll Taxes for Pay Period #10 CITY COUNCIL 10/01/2020
	Total PAYROLL TAX - STATE	$50.00		
Paid Chk# 004879E 10/5/2020 **US BANK**				
G 101-2020	Accounts Payable	$248.22	ACH	PARKING BOX CC FEES FOR SEPTEMBER 2020
	Total US BANK	$248.22		
Paid Chk# 004880E 10/5/2020 **ELAVON**				
G 280-2020	Accounts Payable	$38.35	ACH	Farmer's Market EBT Device - ACH for SEPTEMBER 2020
	Total ELAVON	$38.35		
Paid Chk# 004881E 10/5/2020 **PSN**				
G 101-2020	Accounts Payable	$270.02	ACH	PSN FEES PAID FOR SEPTEMBER 2020

BIGLAKE, MN

*Check Detail Register©

Cks 9/17/2020 - 10/8/2020

		Check Amt	Invoice	Comment
G 301-2020	Accounts Payable	$1,269.30	ACH	PSN FEES PAID FOR SEPTEMBER 2020
G 401-2020	Accounts Payable	$1,269.30	ACH	PSN FEES PAID FOR SEPTEMBER 2020
	Total PSN	$2,808.62		
Paid Chk# 004882E	10/5/2020 **MN DEPT OF REVENUE-SALES TAX**			
G 501-2176	Sales Tax Payable	$41,974.00	ACH	SALES TAX PAYMENT FOR SEPTEMBER 2020
G 301-2176	Sales Tax Payable	$1,278.00	ACH	SALES TAX PAYMENT FOR SEPTEMBER 2020
G 101-2176	Sales Tax Payable	$289.00	ACH	SALES TAX PAYMENT FOR SEPTEMBER 2020
	Total MN DEPT OF REVENUE-SALES TAX	$43,541.00		
Paid Chk# 004883E	10/6/2020 **WORLDPAY-NCR**			
G 501-2020	Accounts Payable	$5,067.25	ACH	LIQUOR STORE CC PROCESSING FEE FOR SEPTEMBER 2020
	Total WORLDPAY-NCR	$5,067.25		
Paid Chk# 083958	9/17/2020 **BELL BOY CORPORATION-1**			
E 501-000-00-27-4264	Purchases - Wine	$176.00	0085807100	WINE
E 501-000-00-27-4262	Purchases - Liquor	$1,538.10	0085807100	LIQUOR
E 501-000-00-27-4269	Freight - In	$34.36	0085807100	FRT
E 501-000-00-27-4265	Purchases - Mix/Pop	$15.00	0102005000	MIX
E 501-000-00-25-4210	Operating Supplies	$75.05	0102005000	SUPPLIES
E 501-000-00-27-4269	Freight - In	$2.42	0102005000	FRT
	Total BELL BOY CORPORATION-1	$1,840.93		
Paid Chk# 083959	9/17/2020 **DAHLHEIMER DISTRIBUTING CO**			
E 501-000-00-27-4265	Purchases - Mix/Pop	$34.00		MIX
E 501-000-00-27-4274	Bottle/Keg Purchases - non t	$60.00		KEG DEPOSIT
E 501-000-00-27-4263	Purchases - Beer	$29,582.95	112-01361	BEER
E 501-000-00-27-4263	Purchases - Beer	($40.00)	1289232	CREDIT
E 501-000-00-27-4263	Purchases - Beer	($27.50)	1289312	CREDIT
	Total DAHLHEIMER DISTRIBUTING CO	$29,609.45		
Paid Chk# 083960	9/17/2020 **ECM PUBLISHERS, INC.**			
E 501-000-00-25-4220	Advertising	$25.00	794565	LIQUOR STORE AD
	Total ECM PUBLISHERS, INC.	$25.00		
Paid Chk# 083961	9/17/2020 **ESS BROTHERS & SONS INC**			
E 101-200-50-25-4545	Repair/Maintenance Equipm	$1,395.00	AA7951	MANHOLE RINGS
	Total ESS BROTHERS & SONS INC	$1,395.00		
Paid Chk# 083962	9/17/2020 **JOHNSON BROTHERS WHOLESALE**			
E 501-000-00-27-4262	Purchases - Liquor	$2,388.50	1640035	LIQUOR
	Total JOHNSON BROTHERS WHOLESALE	$2,388.50		
Paid Chk# 083963	9/17/2020 **MAJESTIC CREATIONS**			
G 101-2175	Other Withholding	$58.98	9602	PAYROLL DEDUC/KLIMMEK
	Total MAJESTIC CREATIONS	$58.98		
Paid Chk# 083964	9/17/2020 **SCHARF, SARAH**			
E 101-100-05-25-4257	Contractors Hired	$75.00		VIDEO TAPING CC MTG 9/9/20
E 101-100-05-25-4257	Contractors Hired	($75.00)		VIDEO TAPING CC MTG 9/9/20
	Total SCHARF, SARAH	$0.00		
Paid Chk# 083965	9/18/2020 **ABRAHAMSON, CARLA**			
E 101-300-75-25-4215	Uniforms/Clothing	$65.00	973138	POLICE UNIFORMS
	Total ABRAHAMSON, CARLA	$65.00		
Paid Chk# 083966	9/18/2020 **C&L DISTRIBUTING COMPANY**			
E 501-000-00-27-4263	Purchases - Beer	$2,582.85	1067002279	BEER

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Cks 9/17/2020 - 10/8/2020

		Check Amt	Invoice	Comment
E 501-000-00-27-4263	Purchases - Beer	$12,920.70	961005373	BEER
E 501-000-00-27-4274	Bottle/Keg Purchases - non t	($30.00)	961005373	KEG RETURN
E 501-000-00-27-4265	Purchases - Mix/Pop	$99.00	961005373	MIX
E 501-000-00-27-4267	Purchases - Non Alcoholic B	$93.00	961005373	NA BEER
E 501-000-00-27-4263	Purchases - Beer	$90.50	961005378	BEER
E 501-000-00-27-4263	Purchases - Beer	($45.05)	968001213	CREDIT
E 501-000-00-27-4263	Purchases - Beer	($200.00)	96801215	CREDIT
Total	**C&L DISTRIBUTING COMPANY**	$15,511.00		
Paid Chk# 083967	9/18/2020 **CHARTER COMMUNICATIONS**			
E 101-100-15-25-4230	Telephone/Internet	$77.01	000463009102	CITY HALL INTERNET
E 301-000-00-25-4230	Telephone/Internet	$164.64	001307809102	WATER TREAMTMENT FACILITY INTERNET
Total	**CHARTER COMMUNICATIONS**	$241.65		
Paid Chk# 083968	9/18/2020 **CONNEXUS ENERGY**			
E 101-200-55-25-4570	Electricity	$14.50	390212-28297	PARK ELECTRIC
Total	**CONNEXUS ENERGY**	$14.50		
Paid Chk# 083969	9/18/2020 **DATA SUCCESS, INC**			
E 101-105-15-25-4130	Computers/Software	$249.00	14690	DISASTER RECOVERY
Total	**DATA SUCCESS, INC**	$249.00		
Paid Chk# 083970	9/18/2020 **ENVIRONMENTAL SENTRY**			
E 101-200-55-25-4257	Contractors Hired	$6,085.00	1258	2020 I-LID MONITORING
Total	**ENVIRONMENTAL SENTRY**	$6,085.00		
Paid Chk# 083971	9/18/2020 **GRAINGER**			
E 101-200-50-25-4540	Repair/Maintenance Building	$98.91	1393714721	PUBLIC WORKS BLDG MAINT
Total	**GRAINGER**	$98.91		
Paid Chk# 083972	9/18/2020 **GRANITE CITY JOBBING**			
E 501-000-00-27-4273	Purchaes - Cigarette non tax	$269.26	200743	TOBACCO
E 501-000-00-27-4271	Purchases - Cigars	$108.37	200743	CIGARS
E 501-000-00-27-4269	Freight - In	$4.25	200743	FRT
Total	**GRANITE CITY JOBBING**	$381.88		
Paid Chk# 083973	9/18/2020 **GRANITE ELECTRONICS**			
E 101-100-92-25-4251	Emergency Management	$1,295.00	150007626-1	COVID 19 WIRELESS ACCE KIT
Total	**GRANITE ELECTRONICS**	$1,295.00		
Paid Chk# 083974	9/18/2020 **HAGBERG, JOEL**			
E 280-000-00-25-4257	Contractors Hired	$200.00		FARMERS MARKET MUSIC 9/23/20
Total	**HAGBERG, JOEL**	$200.00		
Paid Chk# 083975	9/18/2020 **KWIK TRIP - CREDIT DEPT**			
E 101-300-75-25-4405	Motor Fuel	$2,907.10		POLICE FUEL AUG
E 101-200-50-25-4405	Motor Fuel	$450.58		STEET FUEL AUG
E 101-200-55-25-4405	Motor Fuel	$450.57		PARKS FUEL AUG
E 301-000-00-25-4405	Motor Fuel	$287.54		WATER FUEL AUG
E 401-000-00-25-4405	Motor Fuel	$287.54		WASTEWATER FUEL AUG
E 101-200-40-25-4405	Motor Fuel	$34.55		ENGINEERING FUEL AUG
Total	**KWIK TRIP - CREDIT DEPT**	$4,417.88		
Paid Chk# 083976	9/18/2020 **LUPULIN BREWING LLC**			
E 501-000-00-27-4263	Purchases - Beer	$404.00	31933	BEER
E 501-000-00-27-4274	Bottle/Keg Purchases - non t	$30.00	31933	KEG DEPOSIT
Total	**LUPULIN BREWING LLC**	$434.00		
Paid Chk# 083977	9/18/2020 **MN COMPUTER SYSTEMS INC**			

BIGLAKE, MN

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Cks 9/17/2020 - 10/8/2020

		Check Amt	Invoice	Comment
E 101-300-75-25-4208	Copies	$48.31	298406	COPIES
Total	**MN COMPUTER SYSTEMS INC**	$48.31		
Paid Chk# 083978	9/18/2020 **MONTICELLO ANIMAL CONTROL**			
E 101-300-80-25-4207	Animal Control	$200.00	0023608	ANIMAL CONTROL
E 101-300-80-25-4207	Animal Control	($200.00)	0023608	ANIMAL CONTROL
Total	**MONTICELLO ANIMAL CONTROL**	$0.00		
Paid Chk# 083979	9/18/2020 **SCHARF, SARAH**			
E 101-100-05-25-4257	Contractors Hired	$75.00		VIDEO TAPING CC MTG 9/23/20
Total	**SCHARF, SARAH**	$75.00		
Paid Chk# 083980	9/18/2020 **SCOTT, CORRIE**			
E 101-400-56-25-4903	Movie In the Park	$43.15		MOVIE IN THE PARK
Total	**SCOTT, CORRIE**	$43.15		
Paid Chk# 083981	9/18/2020 **TGK AUTOMOTIVE OF BIG LAKE**			
E 101-300-75-25-4430	Vehicle Maintenance	$34.44	202631	UNIT 731
E 101-300-75-25-4430	Vehicle Maintenance	$72.76	203295	UNIT 729
E 101-300-75-25-4430	Vehicle Maintenance	$202.21	203558	UNIT 728
Total	**TGK AUTOMOTIVE OF BIG LAKE**	$309.41		
Paid Chk# 083982	9/18/2020 **THE AMERICAN BOTTLING COMPANY**			
E 501-000-00-27-4265	Purchases - Mix/Pop	$109.70	3568714266	MIX
Total	**THE AMERICAN BOTTLING COMPANY**	$109.70		
Paid Chk# 083983	9/18/2020 **UNLIMITED SUPPLIES, INC**			
E 101-100-92-25-4251	Emergency Management	$294.46	353466	COVID SUPPLIES
E 101-100-15-25-4213	Safety Training/Expenses	$34.13	353871	SAFETY GEAR
E 101-200-50-25-4385	Shop Materials	($40.36)	361331CM	CREDIT
E 101-200-50-25-4385	Shop Materials	$38.30	363814	SHOP SUPPLIES
Total	**UNLIMITED SUPPLIES, INC**	$326.53		
Paid Chk# 083984	9/18/2020 **W. D. LARSON COMPANIES**			
E 101-200-55-25-4545	Repair/Maintenance Equipm	$288.55	2704155704	TRAILER REPAIR
E 101-200-50-25-4385	Shop Materials	$22.11	2704155704	SHOP SUPPLIES
E 401-000-00-25-4545	Repair/Maintenance Equipm	$31.86	2704156219	WWTP EQUIPMENT REPAIR
E 101-200-50-25-4385	Shop Materials	$8.52	2704156771	SHOP SUPPLIES
E 101-200-50-25-4385	Shop Materials	($42.22)	2704158450	CREDIT
E 101-200-50-25-4385	Shop Materials	$83.74	2704159133	SHOP SUPPLIES
E 101-200-50-25-4545	Repair/Maintenance Equipm	$23.91	2704159165	EQUIP REPAIR
E 101-200-55-25-4545	Repair/Maintenance Equipm	$23.91	2704159165	EQUIP REPAIR
E 101-200-50-25-4545	Repair/Maintenance Equipm	$89.42	2704159943	FILTERS
Total	**W. D. LARSON COMPANIES**	$529.80		
Paid Chk# 083985	9/18/2020 **CONNEXUS ENERGY**			
E 101-200-50-25-4575	Electricity (Street Lights)	$36.64	390212-30695	STREET LIGHTS
E 101-200-50-25-4575	Electricity (Street Lights)	$155.73	390212-30695	STREET LIGHTS
E 101-200-50-25-4575	Electricity (Street Lights)	$842.35	390212-30695	STREET LIGHTS
E 101-200-50-25-4575	Electricity (Street Lights)	$1,922.83	390212-30695	STREET LIGHTS
E 301-000-00-25-4570	Electricity	$1,877.99	390212-30695	WELL #4
E 101-100-20-25-4570	Electricity	$393.64	390212-30695	POLICE/LIBRARY
E 301-000-00-25-4570	Electricity	$139.73	390212-30695	WELL #3
E 401-000-00-25-4570	Electricity	$211.43	390212-30695	LIFT #1
E 401-000-00-25-4570	Electricity	$29.87	390212-30695	LIFT #4
E 101-200-55-25-4570	Electricity	$7.76	390212-30695	CTY RD 5 PARK
E 401-000-00-25-4570	Electricity	$3,078.23	390212-30695	WWTP PLANT
E 401-000-00-25-4570	Electricity	$28.71	390212-30695	LIFT #6

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Cks 9/17/2020 - 10/8/2020

		Check Amt	Invoice	Comment
E 101-200-55-25-4570	Electricity	$43.40	390212-30695	PINTAIL PARK
E 101-200-50-25-4570	Electricity	$28.33	390212-30695	PUBLIC WORKS SHED
E 101-200-55-25-4570	Electricity	$13.50	390212-30695	TEAL ST PARK
E 101-200-55-25-4570	Electricity	$5.00	390212-30695	POWELL PARK
E 401-000-00-25-4570	Electricity	$126.08	390212-30695	LIFT #7
E 401-000-00-25-4570	Electricity	$132.00	390212-30695	LIFT #8
E 601-000-00-25-4570	Electricity	$42.38	390212-30695	PUBLIC WORKS BLDG
E 101-200-50-25-4570	Electricity	$201.34	390212-30695	PUBLIC WORKS BLDG
E 101-200-55-25-4570	Electricity	$201.34	390212-30695	PUBLIC WORKS BLDG
E 301-000-00-25-4570	Electricity	$201.34	390212-30695	PUBLIC WORKS BLDG
E 401-000-00-25-4570	Electricity	$201.34	390212-30695	PUBLIC WORKS BLDG
E 101-200-55-25-4570	Electricity	$47.27	390212-30695	LAKE RIDGE PARK
E 301-000-00-25-4570	Electricity	$1,458.08	390212-30695	WELL #5
E 101-200-50-25-4575	Electricity (Street Lights)	$758.61	390212-30695	STREET LIGHTS
E 301-000-00-25-4570	Electricity	$69.83	390212-30695	WATER TOWER
E 101-200-50-25-4575	Electricity (Street Lights)	$74.16	390212-30695	STREET LIGHTS
E 101-200-50-25-4575	Electricity (Street Lights)	$13.50	390212-30695	STREET LIGHT
E 301-000-00-25-4570	Electricity	$6,174.00	390212-30695	WATER TREATMENT FACILITY
E 401-000-00-25-4570	Electricity	$84.91	390212-30695	LIFT #9
E 401-000-00-25-4570	Electricity	$133.18	390212-30695	LIFT #11
E 401-000-00-25-4570	Electricity	$187.70	390212-30695	LIFT #10
E 401-000-00-25-4570	Electricity	$129.87	390212-30695	LIFT #12
E 401-000-00-25-4570	Electricity	$70.66	390212-30695	PACIFIC LIFT
E 301-000-00-25-4570	Electricity	$52.81	390212-30695	WATER TOWER
E 101-200-55-25-4570	Electricity	$59.65	390212-30695	HIGHLINE PARK
E 101-200-55-25-4570	Electricity	$29.23	390212-30695	MAY CIR PARK
E 101-100-20-25-4570	Electricity	$45.60	390212-30695	POLICE/LIBRARY
E 101-100-20-25-4570	Electricity	$788.11	390212-30695	POLICE/LIBRARY
E 301-000-00-25-4570	Electricity	$816.05	390212-30695	WELL #7
E 401-000-00-25-4570	Electricity	$9,154.33	390212-30695	WWTP
E 101-200-55-25-4570	Electricity	$5.37	390212-30695	NEDD ST IRRIGATION
E 101-200-50-25-4575	Electricity (Street Lights)	$40.70	390212-30695	STREET LIGHTS
E 301-000-00-25-4570	Electricity	$291.04	390212-30695	WATER TOWER
E 101-200-55-25-4570	Electricity	$56.29	390212-30695	LAKESIDE PARK
E 101-200-55-25-4570	Electricity	$46.89	390212-30695	LAKESIDE PARK
E 101-200-50-25-4570	Electricity	$16.85	390212-30695	COMPOST GATE
E 101-200-55-25-4570	Electricity	$90.58	390212-30695	LAKESIDE PARK
	Total CONNEXUS ENERGY	$30,616.23		

Paid Chk# 083986 9/18/2020 **MIDWAY IRON INC.**

E 501-000-00-25-4213	Safety Training/Expenses	$221.00	470646	SAFETY ISSUE FOR STAIR @ LIQUOR STORE
	Total MIDWAY IRON INC.	$221.00		

Paid Chk# 083987 9/18/2020 **MONTICELLO, CITY OF**

E 101-300-80-25-4207	Animal Control	$200.00	0023608	ANIMAL CONTROL
	Total MONTICELLO, CITY OF	$200.00		

Paid Chk# 083988 9/18/2020 **W. D. LARSON COMPANIES**

E 101-200-55-25-4545	Repair/Maintenance Equipm	$4.51	2704160174	LAWN MOWER PARTS
E 101-200-55-25-4545	Repair/Maintenance Equipm	$15.42	2704160783	EQUIP PARTS-PARK
E 101-200-50-25-4430	Vehicle Maintenance	$197.52	2704160783	STREET VEHICLE REPAIRS
E 401-000-00-25-4545	Repair/Maintenance Equipm	$68.24	2704160783	WWTP EQUIP
	Total W. D. LARSON COMPANIES	$285.69		

Paid Chk# 083989 9/21/2020 **ARTISAN BEER COMPANY**

E 501-000-00-27-4263	Purchases - Beer	$91.00	3438520	BEER
	Total ARTISAN BEER COMPANY	$91.00		

BIGLAKE, MN

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Cks 9/17/2020 - 10/8/2020

		Check Amt	Invoice	Comment
Paid Chk# 083990	9/21/2020 **BERNICKS PEPSI**			
E 501-000-00-27-4263	Purchases - Beer	($192.00)	123215	CREDIT
E 501-000-00-27-4265	Purchases - Mix/Pop	$158.13	127963	MIX
E 501-000-00-27-4263	Purchases - Beer	($124.00)	127964	CREDIT
E 501-000-00-27-4263	Purchases - Beer	$1,909.50	127965	BEER
E 501-000-00-27-4274	Bottle/Keg Purchases - non t	($30.00)	127965	KEG RETURN
E 501-000-00-27-4267	Purchases - Non Alcoholic B	$201.75	127965	NA BEER
	Total BERNICKS PEPSI	$1,923.38		
Paid Chk# 083991	9/21/2020 **BIG LAKE HIGH SCHOOL**			
E 101-400-56-25-4903	Movie In the Park	$500.00		SET UP TEAR DOWN MOVIE IN THE PARK
	Total BIG LAKE HIGH SCHOOL	$500.00		
Paid Chk# 083992	9/21/2020 **BREAKTHRU BEVERAGE**			
E 501-000-00-27-4263	Purchases - Beer	$207.63	1081164637	BEER
E 501-000-00-27-4263	Purchases - Beer	$152.56	1081167482	BEER
E 501-000-00-27-4262	Purchases - Liquor	$31.99	1081170305	LIQUOR
E 501-000-00-27-4262	Purchases - Liquor	$2,115.71	1081181843	LIQUOR
E 501-000-00-27-4264	Purchases - Wine	$284.00	1081181843	WINE
E 501-000-00-27-4265	Purchases - Mix/Pop	$30.00	1081181843	MIX
E 501-000-00-27-4263	Purchases - Beer	$27.65	1081181944	BEER
E 501-000-00-27-4262	Purchases - Liquor	($347.94)	2080275263	CREDIT
E 501-000-00-27-4262	Purchases - Liquor	($43.20)	2080279617	CREDIT
E 501-000-00-27-4262	Purchases - Liquor	($622.00)	2080281937	CREDIT
E 501-000-00-27-4263	Purchases - Beer	($260.08)	2080285209	CREDIT
E 501-000-00-27-4262	Purchases - Liquor	($54.85)	2080285873	CREDIT
	Total BREAKTHRU BEVERAGE	$1,521.47		
Paid Chk# 083993	9/21/2020 **HAWKINS, INC-1**			
E 401-000-00-25-4380	Chemicals	$2,763.39	4793194	WWTP CHEMICALS
E 301-000-00-25-4380	Chemicals	$336.26	4793195	WASTER CHEMICALS
E 401-000-00-25-4380	Chemicals	$4,996.55	4793200	WWTP CHEMICALS
	Total HAWKINS, INC-1	$8,096.20		
Paid Chk# 083994	9/21/2020 **JOHNSON BROTHERS WHOLESALE**			
E 501-000-00-27-4262	Purchases - Liquor	($62.13)	113730	CREDIT
E 501-000-00-27-4262	Purchases - Liquor	($350.00)	113731	CREDIT
E 501-000-00-27-4262	Purchases - Liquor	($3.92)	114699	CREDIT
E 501-000-00-27-4262	Purchases - Liquor	($27.35)	114701	CREDIT
E 501-000-00-27-4262	Purchases - Liquor	($9.25)	115855	CREDIT
E 501-000-00-27-4262	Purchases - Liquor	($55.40)	115856	CREDIT
E 501-000-00-27-4264	Purchases - Wine	($32.00)	115857	CREDIT
E 501-000-00-27-4262	Purchases - Liquor	($163.95)	115858	CREDIT
E 501-000-00-27-4264	Purchases - Wine	($124.50)	115859	CREDIT
E 501-000-00-27-4262	Purchases - Liquor	$179.76	1641330	LIQUOR
E 501-000-00-27-4262	Purchases - Liquor	$14,119.21	1644886	LIQUOR
E 501-000-00-27-4264	Purchases - Wine	$3,025.89	1644887	WINE
E 501-000-00-27-4263	Purchases - Beer	$54.00	1644888	BEER
E 501-000-00-27-4262	Purchases - Liquor	$602.30	1644889	LIQUOR
E 501-000-00-27-4264	Purchases - Wine	$463.25	1644890	WINE
E 501-000-00-27-4262	Purchases - Liquor	$1,758.00	1644891	LIQUOR
	Total JOHNSON BROTHERS WHOLESALE	$19,373.91		
Paid Chk# 083995	9/21/2020 **OFFICE DEPOT**			
E 101-100-05-25-4210	Operating Supplies	$3.99	119723230001	MAYOR/COUNCIL
E 101-100-10-25-4210	Operating Supplies	$3.99	119723230001	PLANNING
E 101-200-40-25-4210	Operating Supplies	$3.99	119723230001	ENGINEERING
E 101-100-25-25-4210	Operating Supplies	$7.99	119723230001	EDA

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Cks 9/17/2020 - 10/8/2020

		Check Amt	Invoice	Comment
E 101-100-30-25-4210	Operating Supplies	$7.99	119723230001	BUILDING
E 101-100-15-25-4210	Operating Supplies	$52.03	119723230001	CITY HALL
E 101-100-05-25-4210	Operating Supplies	$6.27	122214264001	MAYOR/COUNCIL
E 101-100-10-25-4210	Operating Supplies	$6.27	122214264001	PLANNING
E 101-200-40-25-4210	Operating Supplies	$6.27	122214264001	ENGINEERING
E 101-100-25-25-4210	Operating Supplies	$12.55	122214264001	EDA
E 101-100-30-25-4210	Operating Supplies	$12.55	122214264001	BUILDING
E 101-100-15-25-4210	Operating Supplies	$81.65	122214264001	CITY HALL
E 501-000-00-25-4210	Operating Supplies	$50.15	123166910001	LIQUOR STORE SUPPLIES
E 501-000-00-25-4126	Use Tax	$3.69	123166910001	USE TAX
G 501-2176	Sales Tax Payable	($3.69)	123166910001	USE TAX
	Total OFFICE DEPOT	$255.69		
Paid Chk# 083996	9/21/2020 **OMANN BROTHERS INC**			
E 101-200-50-25-4360	Sealcoat/Crackfill	$164.00	14824	HOT MIX
	Total OMANN BROTHERS INC	$164.00		
Paid Chk# 083997	9/21/2020 **PHILLIPS WINE & SPIRITS**			
E 501-000-00-27-4262	Purchases - Liquor	$1,986.37	6093810	LIQUOR
E 501-000-00-27-4264	Purchases - Wine	$1,201.65	6093811	WINE
E 501-000-00-27-4265	Purchases - Mix/Pop	$53.00	6093812	MIX
	Total PHILLIPS WINE & SPIRITS	$3,241.02		
Paid Chk# 083998	9/21/2020 **SOUTHERN WINE & SPIRITS OF MN**			
E 501-000-00-27-4262	Purchases - Liquor	$3,350.80	1996119	LIQUOR
E 501-000-00-27-4265	Purchases - Mix/Pop	$64.14	1996120	MIX
E 501-000-00-27-4264	Purchases - Wine	$336.00	1996121	WINE
	Total SOUTHERN WINE & SPIRITS OF MN	$3,750.94		
Paid Chk# 083999	9/21/2020 **THE FRIENDLY BUFFALO**			
E 101-100-15-05-4019	Wellness Program	$321.80		WELLNESS LUNCH
	Total THE FRIENDLY BUFFALO	$321.80		
Paid Chk# 084000	9/21/2020 **VIKING COCA-COLA**			
E 501-000-00-27-4265	Purchases - Mix/Pop	$270.80	2587116	MIX
E 501-000-00-27-4263	Purchases - Beer	$208.00	2587117	BEER
	Total VIKING COCA-COLA	$478.80		
Paid Chk# 084001	9/21/2020 **VINOCOPIA**			
E 501-000-00-27-4264	Purchases - Wine	$197.00	0263592-IN	WINE
	Total VINOCOPIA	$197.00		
Paid Chk# 084002	9/21/2020 **WATER CONSERVATION SERV, INC.**			
E 301-000-00-25-4257	Contractors Hired	$317.84	10723	WATER LEAK LOCATE 811 EAGLE LK RD
	Total WATER CONSERVATION SERV, INC.	$317.84		
Paid Chk# 084003	9/21/2020 **WINE MERCHANTS**			
E 501-000-00-27-4264	Purchases - Wine	$3,068.00	7298959	WINE
	Total WINE MERCHANTS	$3,068.00		
Paid Chk# 084004	9/22/2020 **ALL AMERICAN TITLE CO., INC.**			
G 401-2059	Unapplied Payments	$74.83		W/S REFUND 19013 EARL RD
G 401-2059	Unapplied Payments	$177.41		W/S REFUND 679 LAKESHORE DR
G 401-2059	Unapplied Payments	$159.28		W/S REFUND 21460 LENA TRL
G 401-2059	Unapplied Payments	$162.72		W/S REFUND 470 PLEASANT AVE
	Total ALL AMERICAN TITLE CO., INC.	$574.24		
Paid Chk# 084005	9/22/2020 **ANCONA TITLE & ESCROW - WBL**			
G 401-2059	Unapplied Payments	$25.55		W/S REFUND 595 GLENWOOD AVE E

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Cks 9/17/2020 - 10/8/2020

		Check Amt	Invoice	Comment
G 401-2059	Unapplied Payments	$244.19		W/S REFUND 5037 MITCHELL RD
Total	**ANCONA TITLE & ESCROW - WBL**	$269.74		
Paid Chk# 084006	9/22/2020 **ASMUSSEN, JENEEN**			
G 401-2059	Unapplied Payments	$36.16		W/S REFUND 125 PARK AVE
Total	**ASMUSSEN, JENEEN**	$36.16		
Paid Chk# 084007	9/22/2020 **BRUTGER, WILLIAM**			
G 401-2059	Unapplied Payments	$273.40		W/S REFUND 5085 EDINBURGH WAY
Total	**BRUTGER, WILLIAM**	$273.40		
Paid Chk# 084008	9/22/2020 **BURNET TITLE**			
G 401-2059	Unapplied Payments	$123.30		W/S REFUND 5440 HIGHLAND TRL
Total	**BURNET TITLE**	$123.30		
Paid Chk# 084009	9/22/2020 **EDINA REALTY TITLE**			
G 401-2059	Unapplied Payments	$19.04		W/S REFUND 5023 BLUFF RD
Total	**EDINA REALTY TITLE**	$19.04		
Paid Chk# 084010	9/22/2020 **EXECUTIVE ASSOCIATES TITLE**			
G 401-2059	Unapplied Payments	$20.22		W/S REFUND 357 DONNA CT
Total	**EXECUTIVE ASSOCIATES TITLE**	$20.22		
Paid Chk# 084011	9/22/2020 **HALVORSON, RACHEL & BLAKE**			
G 401-2059	Unapplied Payments	$273.99		W/S REFUND 20303 PRAIRIE DR
Total	**HALVORSON, RACHEL & BLAKE**	$273.99		
Paid Chk# 084012	9/22/2020 **HERSHEY, LOGAN**			
G 401-2059	Unapplied Payments	$85.23		W/S REFUND 4185 LAKE RIDGE DR
Total	**HERSHEY, LOGAN**	$85.23		
Paid Chk# 084013	9/22/2020 **HOLMES, TODD A JR**			
G 401-2059	Unapplied Payments	$80.64		W/S REFUND 1145 KILBIRNIE RD
Total	**HOLMES, TODD A JR**	$80.64		
Paid Chk# 084014	9/22/2020 **HOME SECURITY ABSTRACT & TITLE**			
G 401-2059	Unapplied Payments	$87.98		W/S REFUND 18582 ARCTIC AVE
Total	**HOME SECURITY ABSTRACT & TITLE**	$87.98		
Paid Chk# 084015	9/22/2020 **HURRINS, LAURA**			
G 401-2059	Unapplied Payments	$100.23		W/S REFUND 5646 LOON DR
Total	**HURRINS, LAURA**	$100.23		
Paid Chk# 084016	9/22/2020 **IRWIN, BRANDON & BREANNA**			
G 401-2059	Unapplied Payments	$64.29		W/S REFUND 4540 STERLING DR
Total	**IRWIN, BRANDON & BREANNA**	$64.29		
Paid Chk# 084017	9/22/2020 **LAND TITLE, INC**			
G 401-2059	Unapplied Payments	$53.86		W/S REFUND 158 TURNBERRY TRL
Total	**LAND TITLE, INC**	$53.86		
Paid Chk# 084018	9/22/2020 **LEGACY TITLE**			
G 401-2059	Unapplied Payments	$17.44		W/S REFUND 37 CRESCENT ST
Total	**LEGACY TITLE**	$17.44		
Paid Chk# 084019	9/22/2020 **MINNESOTA TITLE, LLC**			
G 401-2059	Unapplied Payments	$110.38		W/S REFUND 100 POWELL CIR N
Total	**MINNESOTA TITLE, LLC**	$110.38		

BIGLAKE, MN

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Cks 9/17/2020 - 10/8/2020

		Check Amt	Invoice	Comment
Paid Chk# 084020	9/22/2020 **MODERN TITLE**			
G 401-2059	Unapplied Payments	$24.65		W/S REFUND 230 SHOREVIEW EST
	Total MODERN TITLE	$24.65		
Paid Chk# 084021	9/22/2020 **MUNCY, AARON**			
G 401-2059	Unapplied Payments	$784.19		W/S REFUND 5310 POND VIEW LN
	Total MUNCY, AARON	$784.19		
Paid Chk# 084022	9/22/2020 **ORROCK JARED**			
G 401-2059	Unapplied Payments	$73.73		W/S REFUND 4275 LAKE RIDGE DR
	Total ORROCK JARED	$73.73		
Paid Chk# 084023	9/22/2020 **PROGRESSIVE BUILDERS**			
G 401-2059	Unapplied Payments	$206.02		W/S REFUND 20434 NEDD ST
	Total PROGRESSIVE BUILDERS	$206.02		
Paid Chk# 084024	9/22/2020 **RESULTS TITLE**			
G 401-2059	Unapplied Payments	$248.30		W/S REFUND 19963 JANUARY ST
	Total RESULTS TITLE	$248.30		
Paid Chk# 084025	9/22/2020 **STONE, ANDREW & KELLY**			
G 401-2059	Unapplied Payments	$120.83		W/S REFUND 5680 HIGHLAND TRL
	Total STONE, ANDREW & KELLY	$120.83		
Paid Chk# 084026	9/22/2020 **THOMPSON, DARLENE MARIA**			
G 401-2059	Unapplied Payments	$9.19		W/S REFUND 450 PLEASANT AVE
	Total THOMPSON, DARLENE MARIA	$9.19		
Paid Chk# 084027	9/22/2020 **TITAN TITLE**			
G 401-2059	Unapplied Payments	$254.22		W/S REFUND 674 INDEPENDENCE DR
	Total TITAN TITLE	$254.22		
Paid Chk# 084028	9/22/2020 **TITLE SPECIALISTS, INC.**			
G 401-2059	Unapplied Payments	$83.34		W/S REFUND 4494 STERLING DR
	Total TITLE SPECIALISTS, INC.	$83.34		
Paid Chk# 084029	9/23/2020 **SCHARF, SARAH**			
E 101-100-05-25-4257	Contractors Hired	$75.00	090920	VIDEO TAPING CC MTG 9/9/20 - CK REISSUED FIRST ONE DESTROYED IN ERROR
	Total SCHARF, SARAH	$75.00		
Paid Chk# 084030	9/23/2020 **BIG LAKE FIRE DEPARTMENT**			
E 101-300-85-25-4258	Fire Protection Services - JP	$42,566.25		2020 4TH QTR FIRE SERVICE PAYMENT
	Total BIG LAKE FIRE DEPARTMENT	$42,566.25		
Paid Chk# 084031	9/23/2020 **CHARTER COMMUNICATIONS**			
E 101-100-15-25-4230	Telephone/Internet	$324.96	020368509142	CITY HALL INTERNET
	Total CHARTER COMMUNICATIONS	$324.96		
Paid Chk# 084032	9/23/2020 **CRYSTAL SPRINGS ICE**			
E 501-000-00-27-4266	Purchases - Misc	$189.27	3001667	ICE/WATER
	Total CRYSTAL SPRINGS ICE	$189.27		
Paid Chk# 084033	9/23/2020 **DAILEY DATA & ASSOCIATES, INC**			
E 501-000-00-25-4133	Computer Maintenance	$577.50	104053	LIQUOR STORE COMPUTER MAINT
E 501-000-00-25-4133	Computer Maintenance	$762.29	104044	LIQUOR STORE COMPUTER MAINT
E 501-000-00-25-4133	Computer Maintenance	$282.15	104055	LIQUOR STORE COMPUTER MAINT
	Total DAILEY DATA & ASSOCIATES, INC	$1,621.94		

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Cks 9/17/2020 - 10/8/2020

		Check Amt	Invoice	Comment
Paid Chk# 084034	9/23/2020 **ECM PUBLISHERS, INC.**			
E 101-100-10-25-4220	Advertising	$90.00	795246	ORD AMEND PUBLICATION
Total	**ECM PUBLISHERS, INC.**	$90.00		
Paid Chk# 084035	9/23/2020 **FLEXIBLE PIPE TOOL COMPANY**			
E 401-000-00-25-4545	Repair/Maintenance Equipm	$115.50	25383	WWTP JET TRAILER
Total	**FLEXIBLE PIPE TOOL COMPANY**	$115.50		
Paid Chk# 084036	9/23/2020 **JP BROOKS HOMES**			
G 101-2057	Seed/Sod Escrow	$1,860.00		LANDSCAPE ESCROW 21520 LENA TRAIL
Total	**JP BROOKS HOMES**	$1,860.00		
Paid Chk# 084037	9/23/2020 **MCDOWALL CO.**			
E 199-000-50-70-4316	Capital Purchases/Improve	$14,897.00	629775	PUBLIC WORKS BLDG AC
Total	**MCDOWALL CO.**	$14,897.00		
Paid Chk# 084038	9/23/2020 **MOTOROLA**			
E 101-100-92-25-4251	Emergency Management	$69,507.32		FIRE DEPT INDIVIDUAL RADIOS
G 101-1320	Due From Other Governments	$69,507.32		DUE FROM TOWNSHIP FIRE DEPT RADIOS
Total	**MOTOROLA**	$139,014.64		
Paid Chk# 084039	9/23/2020 **OMANN BROTHERS INC**			
E 101-200-50-25-4340	Hot Mix	$164.00	14830	HOT MIX
E 101-200-50-25-4340	Hot Mix	$205.00	14840	HOT MIX
Total	**OMANN BROTHERS INC**	$369.00		
Paid Chk# 084040	9/23/2020 **PAUSTIS WINE COMPANY**			
E 501-000-00-27-4264	Purchases - Wine	$1,352.00	101707	WINE
E 501-000-00-27-4269	Freight - In	$17.50	101707	FRT
Total	**PAUSTIS WINE COMPANY**	$1,369.50		
Paid Chk# 084041	9/23/2020 **SCHARF, SARAH**			
E 101-100-05-25-4257	Contractors Hired	$75.00		VIDEO TAPING CC MTG 10/14/20
Total	**SCHARF, SARAH**	$75.00		
Paid Chk# 084042	9/23/2020 **STAN MORGAN & ASSOCIATES, INC**			
E 501-000-00-25-4545	Repair/Maintenance Equipm	$851.79	60668	COOLER DOOR MAINT LIQUOR STORE
Total	**STAN MORGAN & ASSOCIATES, INC**	$851.79		
Paid Chk# 084043	9/23/2020 **XCEL ENERGY**			
G 101-1150	Accounts Receivable	($453.65)		CREDIT ON ACCOUNT AUG BILL USE
E 301-000-00-25-4570	Electricity	$201.88	302709525	PUMPHOUSE 1 AUG
E 301-000-00-25-4582	Solar	($132.70)	302709525	PUMPHOUSE 1 SOLAR CREDIT AUG
E 401-000-00-25-4570	Electricity	$151.12	302808445	LIFT 256 CRESCENT SOLAR CREDIT AUG
E 401-000-00-25-4582	Solar	($273.59)	302808445	LIFT 256 CRESCENT SOLAR CREDIT AUG
E 101-200-55-25-4570	Electricity	($136.38)	302963558	SKATING RINK SERVICE AUG
E 101-200-55-25-4582	Solar	($267.66)	302963558	SKAITING RINK SOLAR CREDIT AUG
E 501-000-00-25-4570	Electricity	$42.10	302987575	621 ROSE DR AUG
E 501-000-00-25-4582	Solar	($80.04)	302987575	621 ROSE DR SOLAR CREDIT AUG
E 301-000-00-25-4570	Electricity	$1,433.67	303069137	PUMPHOUSE 601 MN JULY
E 301-000-00-25-4582	Solar	($611.32)	303069137	PUMPHOUSE 601 MN AVE SOLAR CREDIT AUG
E 101-100-15-25-4570	Electricity	$1,563.70	303085700	CITY HALL JULY
E 101-100-15-25-4582	Solar	($1,595.00)	303085700	CITY HALL SOLAR CREDIT AUG
E 101-200-50-25-4575	Electricity (Street Lights)	$19.32	303275744	CROSS WALK SIGN 601 MN AUG
E 401-000-00-25-4570	Electricity	$100.51	303456004	SEWER PLANT AUG
E 401-000-00-25-4580	Natural Gas	$30.35	303456004	SEWER PLANT AUG
E 401-000-00-25-4582	Solar	($61.78)	303456004	SEWER PLANT SOLAR CREDIT AUG
R 401-000-4151	Refunds & Reimbursements	($36.62)	303456004	SEWER PLANT SERVICE CREDIT

BIGLAKE, MN

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Cks 9/17/2020 - 10/8/2020

		Check Amt	Invoice	Comment
E 401-000-00-25-4580	Natural Gas	$93.56	303771827	SEWER PLANT AUG
R 401-000-4151	Refunds & Reimbursements	($36.62)	303771827	SEWER PLANT SERVICE CREDIT AUG
E 101-200-55-25-4570	Electricity	$71.73	303922326	514 FOREST RD AUG
E 101-200-55-25-4582	Solar	($19.98)	303922326	514 FOREST RD SOLAR CREDIT JULY
E 501-000-00-25-4570	Electricity	$2,497.37	303997372	615 ROSE DR AUG
E 501-000-00-25-4582	Solar	($2,217.20)	303997372	615 ROSE DR SOLAR CREDIT AUG
E 101-200-50-25-4575	Electricity (Street Lights)	$28.12	304054546	CITY HALL ST LIGHT AUG
E 101-200-50-25-4582	Solar	($22.11)	304054546	CITY HALL ST LIGHT SOLAR CREDIT AUG
E 101-200-50-25-4575	Electricity (Street Lights)	$50.54	304166698	ST LIGHTS EAGLE LK RD AUG
E 401-000-00-25-4580	Natural Gas	$1,449.83	304229382	SEWER PLANT AUG
R 401-000-4151	Refunds & Reimbursements	($36.62)	304229382	SEWER PLANT SERVICE CREDIT
E 101-200-50-25-4575	Electricity (Street Lights)	$72.02	304242713	10 LAKE ST UNIT SIGNAL AUG
E 101-200-50-25-4582	Solar	($103.71)	304242713	10 LAKE ST UNIT SIGNAL SOLAR CREDIT AUG
E 101-200-50-25-4575	Electricity (Street Lights)	$109.71	304242721	10 LAKE ST UNIT SIGNAL AUG
E 101-200-50-25-4582	Solar	($296.10)	304242721	10 LAKE ST UNIT SIGNAL SOLAR CREDIT AUG
E 401-000-00-25-4570	Electricity	$1,320.22	304244893	SEWER LIFT JULY
E 401-000-00-25-4582	Solar	($1,569.59)	304244893	SEWER LIFT SOLAR CREDIT AUG
	Total XCEL ENERGY	$1,285.08		
Paid Chk# 084044	9/28/2020 **BAER, STEVE**			
E 280-000-00-25-4257	Contractors Hired	$150.00		FARMERS MARKET MUSIC 09-30-20
	Total BAER, STEVE	$150.00		
Paid Chk# 084045	9/28/2020 **BELL BOY CORPORATION-1**			
E 501-000-00-27-4262	Purchases - Liquor	$63.00	0085298700	LIQUOR
E 501-000-00-27-4264	Purchases - Wine	$84.00	0085916600	WINE
E 501-000-00-27-4262	Purchases - Liquor	$177.66	0085916600	LIQUOR
E 501-000-00-27-4269	Freight - In	$8.10	0085916600	FRT
E 501-000-00-25-4210	Operating Supplies	$55.58	0102043100	LIQUOR SUPPLIES
E 501-000-00-27-4269	Freight - In	$2.26	0102043100	FRT
	Total BELL BOY CORPORATION-1	$390.60		
Paid Chk# 084046	9/28/2020 **C&L DISTRIBUTING COMPANY**			
E 501-000-00-27-4263	Purchases - Beer	$7,923.30	1067002308	BEER
E 501-000-00-27-4263	Purchases - Beer	$1,794.77	1067002308	BEER
E 501-000-00-27-4265	Purchases - Mix/Pop	$28.00	961005429	MIX
E 501-000-00-27-4267	Purchases - Non Alcoholic B	$24.25	961005429	NA BEER
E 501-000-00-27-4274	Bottle/Keg Purchases - non t	($60.00)	961005429	KEG RETURN
E 501-000-00-27-4263	Purchases - Beer	($36.80)	968001222	CREDIT
	Total C&L DISTRIBUTING COMPANY	$9,673.52		
Paid Chk# 084047	9/28/2020 **COMO LAKE MARKETING PARTNERS**			
E 275-000-00-20-4221	Marketing - Research	$12,485.00		COMMUNITY BRANDING 25% DOWN
	Total COMO LAKE MARKETING PARTNERS	$12,485.00		
Paid Chk# 084048	9/28/2020 **CORE & MAIN LP**			
E 301-000-00-25-4545	Repair/Maintenance Equipm	$851.24	N014437	WATER MAINT BREAK
	Total CORE & MAIN LP	$851.24		
Paid Chk# 084049	9/28/2020 **DAHLHEIMER DISTRIBUTING CO**			
E 501-000-00-27-4265	Purchases - Mix/Pop	$138.00		MIX
E 501-000-00-27-4267	Purchases - Non Alcoholic B	$14.40		NA BEER
E 501-000-00-27-4274	Bottle/Keg Purchases - non t	($90.00)		KEG RETURN
E 501-000-00-27-4263	Purchases - Beer	$17,799.65	109-03622	BEER
E 501-000-00-27-4263	Purchases - Beer	($33.60)	1290244	CREDIT
	Total DAHLHEIMER DISTRIBUTING CO	$17,828.45		
Paid Chk# 084050	9/28/2020 **FLEXIBLE PIPE TOOL COMPANY**			

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Cks 9/17/2020 - 10/8/2020

		Check Amt	Invoice	Comment
E 401-000-00-25-4545	Repair/Maintenance Equipm	$334.65	25398	TRAILER #180 WWTP REPAIR
Total	**FLEXIBLE PIPE TOOL COMPANY**	$334.65		
Paid Chk# 084051	9/28/2020 **GRANITE CITY JOBBING**			
E 501-000-00-27-4271	Purchases - Cigars	$49.20		CIGARS
E 501-000-00-27-4265	Purchases - Mix/Pop	$91.47		MIX
E 501-000-00-25-4210	Operating Supplies	$11.79		SUPPLIES
E 501-000-00-27-4269	Freight - In	$4.25	.	FRT
E 501-000-00-27-4273	Purchaes - Cigarette non tax	$717.16	201595	TOBACCO
Total	**GRANITE CITY JOBBING**	$873.87		
Paid Chk# 084052	9/28/2020 **HUBBARD ELECTRIC**			
E 101-100-92-25-4251	Emergency Management	$872.15	7460	CITY HALL MOTION DETECTOR REPAIRS COVID
E 199-000-15-25-4540	Repair/Maintenance Building	$1,164.34	7460	CITY HALL REPAIRS FOR OUTLETS
Total	**HUBBARD ELECTRIC**	$2,036.49		
Paid Chk# 084053	9/28/2020 **MIDWAY IRON INC.**			
E 401-000-00-25-4545	Repair/Maintenance Equipm	$47.02	471146	WWTP EQUIP
Total	**MIDWAY IRON INC.**	$47.02		
Paid Chk# 084054	9/28/2020 **OLSON & SONS ELECTRIC**			
E 401-000-00-25-4540	Repair/Maintenance Building	$14.30	19312	WWTP REPAIR MAINT
Total	**OLSON & SONS ELECTRIC**	$14.30		
Paid Chk# 084055	9/28/2020 **OMANN BROTHERS INC**			
E 101-200-50-25-4320	Sand/Salt	$1,312.82	14847	ASPHALT PAVING
E 101-200-50-25-4320	Sand/Salt	($1,312.82)	14847	ASPHALT PAVING
E 101-200-50-25-4360	Sealcoat/Crackfill	$1,312.82	14847	ASPHALT PAVING
Total	**OMANN BROTHERS INC**	$1,312.82		
Paid Chk# 084056	9/28/2020 **ROYAL TIRE INC**			
E 101-200-50-25-4410	Tires	$4,252.82	301-166901	STREET & PARKS TRAILER #98
E 101-200-55-25-4410	Tires	$4,252.82	301-166901	STREET & PARKS TRAILER #98
Total	**ROYAL TIRE INC**	$8,505.64		
Paid Chk# 084057	9/28/2020 **SCHUETT, SALLY**			
G 101-2057	Seed/Sod Escrow	$1,860.00		LANDSCAPE ESCROW 20839 PACIFIC CIRCLE
Total	**SCHUETT, SALLY**	$1,860.00		
Paid Chk# 084058	9/28/2020 **T-MOBILE**			
E 101-400-56-25-4230	Telephone/Internet	$28.29		RECREATION CORD CELL PHONE
E 101-100-30-25-4230	Telephone/Internet	$48.72		BUILDING OFFICIAL CELL PHONE
E 101-100-10-25-4230	Telephone/Internet	$29.86		CODE ENFORCEMENT CELL PHONE
E 401-000-00-25-4230	Telephone/Internet	$9.36		WWTP HOT SPOT
E 101-300-75-25-4230	Telephone/Internet	$465.02		POLICE CELL PHONE/EXTENSION PHONE
E 301-000-00-25-4230	Telephone/Internet	$61.29		PW IPADS
E 401-000-00-25-4230	Telephone/Internet	$61.29		PW IPADS
E 101-200-50-25-4230	Telephone/Internet	$143.01		PW IPADS
E 101-200-55-25-4230	Telephone/Internet	$143.01		PW IPADS
E 101-100-10-25-4230	Telephone/Internet	$28.29	969125403	PLANNER CELL PHONE
Total	**T-MOBILE**	$1,018.14		
Paid Chk# 084059	9/28/2020 **W. D. LARSON COMPANIES**			
E 401-000-00-25-4545	Repair/Maintenance Equipm	$12.89	2704161119	WWTP REPAIR/MAINT
Total	**W. D. LARSON COMPANIES**	$12.89		
Paid Chk# 084060	9/28/2020 **CHICAGO MOTORS INC**			
E 199-000-75-70-4316	Capital Purchases/Improve	$17,400.00	1200928330	2016 FORD EXP REPLACED 2015 DODGE CHARGER

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Cks 9/17/2020 - 10/8/2020

		Check Amt	Invoice	Comment
Total	**CHICAGO MOTORS INC**	$17,400.00		
Paid Chk# 084061 9/30/2020	**AFLAC**			
G 101-2183	Other Pre-Tax Insurance Payabl	$180.96	662385	SEPTEMBER PREMIUM
Total	**AFLAC**	$180.96		
Paid Chk# 084062 9/30/2020	**BANYON DATA SYSTEMS**			
E 101-105-15-25-4130	Computers/Software	$159.00	00160731	PAYROLL SUPPORT 2020-2021
E 301-000-00-25-4130	Computers/Software	$159.00	00160731	PAYROLL SUPPORT 2020-2021
E 401-000-00-25-4130	Computers/Software	$159.00	00160731	PAYROLL SUPPORT 2020-2021
E 501-000-00-25-4130	Computers/Software	$159.00	00160731	PAYROLL SUPPORT 2020-2021
E 601-000-00-25-4130	Computers/Software	$159.00	00160731	PAYROLL SUPPORT 2020-2021
Total	**BANYON DATA SYSTEMS**	$795.00		
Paid Chk# 084063 9/30/2020	**BERNICKS PEPSI**			
E 501-000-00-27-4265	Purchases - Mix/Pop	$86.06	130269	MIX
E 501-000-00-27-4263	Purchases - Beer	$2,311.50	130270	BEER
E 501-000-00-27-4274	Bottle/Keg Purchases - non t	$30.00	130270	KEG DEPOSIT
Total	**BERNICKS PEPSI**	$2,427.56		
Paid Chk# 084064 9/30/2020	**BOLTON & MENK INC**			
G 150-2055	Escrow Payable	$705.00	0256782	T MOBILE ESCROW
E 175-000-00-20-4150	Engineering	$225.00	0256782	2020-2 STREET PROJECT
E 198-000-56-20-4150	Engineering	$3,260.00	0256784	BIG LAKE/MCDOWALL TRAIL WAYFINDING
G 101-2055	Escrow Payable	$180.00	0256785	SANDHILL VILLAS ESCROW FINAL PLAT
G 101-2055	Escrow Payable	$795.00	0256785	SANDHILL VILLAS ESCROW PLAN REVIEW
G 150-2055	Escrow Payable	$216.00	0256786	STATION STREETS APT ESCROW
G 101-2055	Escrow Payable	$108.00	0256787	THE CROSSING PUNCH LIST
G 101-2055	Escrow Payable	($108.00)	0256787	THE CROSSING PUNCH LIST
G 150-2055	Escrow Payable	$108.00	0256787	THE CROSSING PUNCH LIST
G 101-2055	Escrow Payable	$1,485.00	0256788	NYSTROM ESCROW
Total	**BOLTON & MENK INC**	$6,974.00		
Paid Chk# 084065 9/30/2020	**BREAKTHRU BEVERAGE**			
E 501-000-00-27-4264	Purchases - Wine	$332.86	1081184923	WINE
E 501-000-00-27-4262	Purchases - Liquor	$1,642.53	1081184923	LIQUOR
E 501-000-00-27-4265	Purchases - Mix/Pop	$44.00	1081184923	MIX
E 501-000-00-27-4262	Purchases - Liquor	($10.80)	R08053315	CREDIT
Total	**BREAKTHRU BEVERAGE**	$2,008.59		
Paid Chk# 084066 9/30/2020	**CASEYS BUSINESS MASTERCARD**			
E 101-200-55-25-4405	Motor Fuel	$483.00		PARKS MOTOR FUEL
Total	**CASEYS BUSINESS MASTERCARD**	$483.00		
Paid Chk# 084067 9/30/2020	**CHARTER COMMUNICATIONS**			
E 101-200-55-25-4230	Telephone/Internet	$144.98	017101509212	LAKESIDE WIFI
Total	**CHARTER COMMUNICATIONS**	$144.98		
Paid Chk# 084068 9/30/2020	**CRYSTAL SPRINGS ICE**			
E 501-000-00-27-4266	Purchases - Misc	$110.70	3001729	ICE/WATER
Total	**CRYSTAL SPRINGS ICE**	$110.70		
Paid Chk# 084069 9/30/2020	**ECM PUBLISHERS, INC.**			
G 101-2055	Escrow Payable	$31.50	796345	635 ROSE DR ESCROW CUP/VARIANCE
G 101-2055	Escrow Payable	$54.00	796346	LUPULIN BREWING IUP
G 101-2055	Escrow Payable	$27.00	796347	430 CRSCENT ST ESCROW (MOSS CUP)
Total	**ECM PUBLISHERS, INC.**	$112.50		
Paid Chk# 084070 9/30/2020	**FIREMANS RELIEF ASSOCIATION**			

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Cks 9/17/2020 - 10/8/2020

		Check Amt	Invoice	Comment
E 101-300-85-45-4015	Fire Department Relief Asso	$19,990.76		STATE AID FOR SUPP FIRE AID
E 101-300-85-45-4015	Fire Department Relief Asso	$90,562.95		STATE AUD FIR FURE AUD
Total	**FIREMANS RELIEF ASSOCIATION**	$110,553.71		
Paid Chk# 084071	9/30/2020 **JOHNSON BROTHERS WHOLESALE**			
E 501-000-00-27-4262	Purchases - Liquor	$54.00	1641392	LIQUOR
E 501-000-00-27-4262	Purchases - Liquor	$7,255.80	1649755	LIQUOR
E 501-000-00-27-4264	Purchases - Wine	$1,966.78	1649756	WINE
E 501-000-00-27-4262	Purchases - Liquor	$1,245.00	1649757	LIQUOR
E 501-000-00-27-4264	Purchases - Wine	$1,228.90	1649758	WINE
E 501-000-00-27-4262	Purchases - Liquor	$3,190.00	1649759	LIQUOR
Total	**JOHNSON BROTHERS WHOLESALE**	$14,940.48		
Paid Chk# 084072	9/30/2020 **LUPULIN BREWING LLC**			
E 501-000-00-27-4263	Purchases - Beer	$565.60	32112	BEER
E 501-000-00-27-4274	Bottle/Keg Purchases - non t	($30.00)	32112	KEG RETURN
Total	**LUPULIN BREWING LLC**	$535.60		
Paid Chk# 084073	9/30/2020 **MAC QUEEN EQUIPMENT INC**			
E 199-000-50-70-4316	Capital Purchases/Improve	$169,174.00	E01058	2020 SIDEWALK MACHINE APPROVED 8/12/20
Total	**MAC QUEEN EQUIPMENT INC**	$169,174.00		
Paid Chk# 084074	9/30/2020 **MIDWEST MACHINERY CO**			
E 101-200-55-25-4545	Repair/Maintenance Equipm	$5,331.43	377692	JOHN DEERE PD 10,000 CITY PAID 1/2 1585 UNIT 336 REPAIRS
Total	**MIDWEST MACHINERY CO**	$5,331.43		
Paid Chk# 084075	9/30/2020 **MN NCPERS LIFE**			
G 101-2180	PERA Life Insurance Payable	$48.00	342600102020	NCPER LIFE INS - OCT
Total	**MN NCPERS LIFE**	$48.00		
Paid Chk# 084076	9/30/2020 **OFFICE DEPOT**			
E 101-100-15-25-4210	Operating Supplies	$18.49	119705790001	CITY HALL
E 101-100-05-25-4210	Operating Supplies	$2.74	123281615001	MAYOR/COUNCIL
E 101-100-10-25-4210	Operating Supplies	$2.74	123281615001	PLANNING
E 101-200-40-25-4210	Operating Supplies	$2.74	123281615001	ENGINEERING
E 101-100-25-25-4210	Operating Supplies	$5.48	123281615001	EDA
E 101-100-30-25-4210	Operating Supplies	$5.48	123281615001	BUILDING
E 101-100-15-25-4210	Operating Supplies	$35.66	123281615001	CITY HALL
E 101-100-10-25-4210	Operating Supplies	$25.59	123933354001	PLANNING
E 101-100-30-25-4210	Operating Supplies	$25.59	123933354001	BUILDING
E 101-100-15-25-4210	Operating Supplies	$54.06	123933354001	CITY HALL
Total	**OFFICE DEPOT**	$178.57		
Paid Chk# 084077	9/30/2020 **OMANN BROTHERS INC**			
E 101-200-50-25-4360	Sealcoat/Crackfill	$1,067.64	14859	AC FINES MIX
E 101-200-50-25-4360	Sealcoat/Crackfill	$1,478.46	14859	AC FINES MIX
Total	**OMANN BROTHERS INC**	$2,546.10		
Paid Chk# 084078	9/30/2020 **PATRIOT NEWS MN**			
E 501-000-00-25-4220	Advertising	$450.00	000794	LIQUOR ADVERTISING
Total	**PATRIOT NEWS MN**	$450.00		
Paid Chk# 084079	9/30/2020 **PHILLIPS WINE & SPIRITS**			
E 501-000-00-27-4262	Purchases - Liquor	$1,637.09	6097359	LIQUOR
E 501-000-00-27-4264	Purchases - Wine	$2,204.95	6097360	WINE
E 501-000-00-27-4265	Purchases - Mix/Pop	$241.00	6097361	MIX
Total	**PHILLIPS WINE & SPIRITS**	$4,083.04		

BIGLAKE, MN

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Cks 9/17/2020 - 10/8/2020

		Check Amt	Invoice	Comment
Paid Chk# 084080	9/30/2020 **SMALL LOT MN**			
E 501-000-00-27-4264	Purchases - Wine	$624.00	MN38365	WINE
E 501-000-00-27-4269	Freight - In	$21.00	MN38365	FRT
	Total SMALL LOT MN	$645.00		
Paid Chk# 084081	9/30/2020 **SOUTHERN WINE & SPIRITS OF MN**			
E 501-000-00-27-4262	Purchases - Liquor	$3,004.38	1998605	LIQUOR
E 501-000-00-27-4265	Purchases - Mix/Pop	$66.12	1998606	MIX
E 501-000-00-27-4264	Purchases - Wine	$462.00	1998607	WINE
	Total SOUTHERN WINE & SPIRITS OF MN	$3,532.50		
Paid Chk# 084082	9/30/2020 **VIKING COCA-COLA**			
E 501-000-00-27-4265	Purchases - Mix/Pop	$167.35	2593422	MIX
	Total VIKING COCA-COLA	$167.35		
Paid Chk# 084083	9/30/2020 **WINE MERCHANTS**			
E 501-000-00-27-4264	Purchases - Wine	$784.00	7299892	WINE
	Total WINE MERCHANTS	$784.00		
Paid Chk# 084084	10/2/2020 **BELL BOY CORPORATION-1**			
E 501-000-00-27-4262	Purchases - Liquor	$2,047.15	0086025300	LIQUOR
E 501-000-00-27-4264	Purchases - Wine	$378.00	0086025300	WINE
E 501-000-00-27-4269	Freight - In	$32.89	0086025300	FRT
E 501-000-00-27-4262	Purchases - Liquor	$241.67	0086028700	LIQUOR
E 501-000-00-27-4269	Freight - In	$4.49	0086028700	FRT
E 501-000-00-27-4265	Purchases - Mix/Pop	$83.85	0102081200	MIX
E 501-000-00-27-4269	Freight - In	$2.39	0102081200	FRT
	Total BELL BOY CORPORATION-1	$2,790.44		
Paid Chk# 084085	10/2/2020 **BIG LAKE CHAMBER OF COMMERCE**			
E 101-400-56-25-4243	Meals	$35.00		CHAMBER MEETING AUG/SEPT CORRIE
E 101-100-15-25-4243	Meals	$40.00		CHAMBER MEETING SEPT CLAY/DEB
G 101-1150	Accounts Receivable	$20.00		CHAMBER MEETING SPOUSE
	Total BIG LAKE CHAMBER OF COMMERCE	$95.00		
Paid Chk# 084086	10/2/2020 **C&L DISTRIBUTING COMPANY**			
E 501-000-00-27-4263	Purchases - Beer	$1,534.15	1067002349	BEER
E 501-000-00-27-4263	Purchases - Beer	$12,452.10	961005484	BEER
E 501-000-00-27-4262	Purchases - Liquor	$71.40	961005484	LIQUOR
E 501-000-00-27-4267	Purchases - Non Alcoholic B	$198.25	961005484	NA BEER
E 501-000-00-27-4265	Purchases - Mix/Pop	$14.00	961005484	MIX
E 501-000-00-27-4263	Purchases - Beer	$144.00	968001224	BEER
	Total C&L DISTRIBUTING COMPANY	$14,413.90		
Paid Chk# 084087	10/2/2020 **DAHLHEIMER DISTRIBUTING CO**			
E 501-000-00-27-4263	Purchases - Beer	$15,751.90	109-03654	BEER
E 501-000-00-27-4274	Bottle/Keg Purchases - non t	($90.00)	109-03654	KEG RETURNS
E 501-000-00-27-4267	Purchases - Non Alcoholic B	$30.00	109-03654	NA BEER
E 501-000-00-27-4265	Purchases - Mix/Pop	$28.60	109-03654	MIX
E 501-000-00-27-4263	Purchases - Beer	($7.80)	1293446	CREDIT
E 501-000-00-27-4263	Purchases - Beer	$143.00	1296628	BEER
E 501-000-00-27-4274	Bottle/Keg Purchases - non t	$30.00	1296628	KEG DEPOSIT
	Total DAHLHEIMER DISTRIBUTING CO	$15,885.70		
Paid Chk# 084088	10/2/2020 **GENERAL RENTAL CENTER**			
E 101-200-55-25-4255	Rent/Lease	$220.00	279979	RENTAL COMPRESSER
	Total GENERAL RENTAL CENTER	$220.00		

BIGLAKE, MN

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Cks 9/17/2020 - 10/8/2020

		Check Amt	Invoice	Comment
Paid Chk# 084089	10/2/2020 **GRANITE CITY JOBBING**			
E 501-000-00-27-4273	Purchaes - Cigarette non tax	$1,439.12	202585	TOBACCO
E 501-000-00-27-4271	Purchases - Cigars	$142.28	202585	CIGARS
E 501-000-00-27-4265	Purchases - Mix/Pop	$31.63	202585	MIX
E 501-000-00-25-4210	Operating Supplies	$41.93	202585	SUPPLIES
E 501-000-00-27-4269	Freight - In	$4.25	202585	FRT
	Total GRANITE CITY JOBBING	$1,659.21		
Paid Chk# 084090	10/2/2020 **IUOE LOCAL #49**			
G 101-2175	Other Withholding	$490.00		PUBLIC WORKS UNION DUES OCT
	Total IUOE LOCAL #49	$490.00		
Paid Chk# 084091	10/2/2020 **JOHNSON BROTHERS WHOLESALE**			
E 501-000-00-27-4262	Purchases - Liquor	$188.69	112850	LIQUOR
E 501-000-00-27-4262	Purchases - Liquor	$156.50	112851	LIQUOR
	Total JOHNSON BROTHERS WHOLESALE	$345.19		
Paid Chk# 084092	10/2/2020 **LAW ENFORCEMENT LABOR SERVICE**			
G 101-2175	Other Withholding	$620.00		POLICE UNION DUES OCT
	otal LAW ENFORCEMENT LABOR SERVICE	$620.00		
Paid Chk# 084093	10/2/2020 **LEAGUE OF MN CITIES INSURANCE**			
E 101-100-05-25-4250	Liability Insurance	$146.63	40001491	2020-2021 GENERAL LIABILITY INS 3 MONTHS 2020 & 9 MONTHS 2021
E 101-100-10-25-4250	Liability Insurance	$146.63	40001491	2020-2021 GENERAL LIABILITY INS 3 MONTHS 2020 & 9 MONTHS 2021
E 101-100-15-25-4250	Liability Insurance	$1,797.42	40001491	2020-2021 GENERAL LIABILITY INS 3 MONTHS 2020 & 9 MONTHS 2021
E 101-100-20-25-4250	Liability Insurance	$1,325.63	40001491	2020-2021 GENERAL LIABILITY INS 3 MONTHS 2020 & 9 MONTHS 2021
E 101-100-25-25-4250	Liability Insurance	$146.63	40001491	2020-2021 GENERAL LIABILITY INS 3 MONTHS 2020 & 9 MONTHS 2021
E 101-100-30-25-4250	Liability Insurance	$175.47	40001491	2020-2021 GENERAL LIABILITY INS 3 MONTHS 2020 & 9 MONTHS 2021
E 101-200-40-25-4250	Liability Insurance	$240.54	40001491	2020-2021 GENERAL LIABILITY INS 3 MONTHS 2020 & 9 MONTHS 2021
E 101-200-50-25-4250	Liability Insurance	$3,053.85	40001491	2020-2021 GENERAL LIABILITY INS 3 MONTHS 2020 & 9 MONTHS 2021
E 101-200-55-25-4250	Liability Insurance	$8,158.85	40001491	2020-2021 GENERAL LIABILITY INS 3 MONTHS 2020 & 9 MONTHS 2021
E 101-300-75-25-4250	Liability Insurance	$10,088.95	40001491	2020-2021 GENERAL LIABILITY INS 3 MONTHS 2020 & 9 MONTHS 2021
E 301-000-00-25-4250	Liability Insurance	$6,926.72	40001491	2020-2021 GENERAL LIABILITY INS 3 MONTHS 2020 & 9 MONTHS 2021
E 401-000-00-25-4250	Liability Insurance	$5,568.47	40001491	2020-2021 GENERAL LIABILITY INS 3 MONTHS 2020 & 9 MONTHS 2021
E 501-000-00-25-4250	Liability Insurance	$2,776.45	40001491	2020-2021 GENERAL LIABILITY INS 3 MONTHS 2020 & 9 MONTHS 2021
E 601-000-00-25-4250	Liability Insurance	$1,170.24	40001491	2020-2021 GENERAL LIABILITY INS 3 MONTHS 2020 & 9 MONTHS 2021
G 101-1550	Prepaid Insurance	$75,841.85	40001491	2020-2021 GENERAL LIABILITY INS 3 MONTHS 2020 & 9 MONTHS 2021
G 301-1550	Prepaid Insurance	$20,780.17	40001491	2020-2021 GENERAL LIABILITY INS 3 MONTHS 2020 & 9 MONTHS 2021
G 401-1550	Prepaid Insurance	$16,705.42	40001491	2020-2021 GENERAL LIABILITY INS 3 MONTHS 2020 & 9 MONTHS 2021
G 501-1550	Prepaid Insurance	$8,329.35	40001491	2020-2021 GENERAL LIABILITY INS 3 MONTHS 2020 & 9 MONTHS 2021
G 601-1550	Prepaid Insurance	$3,510.73	40001491	2020-2021 GENERAL LIABILITY INS 3 MONTHS 2020 & 9 MONTHS 2021

BIGLAKE, MN

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Cks 9/17/2020 - 10/8/2020

		Check Amt	Invoice	Comment
Total	**LEAGUE OF MN CITIES INSURANCE**	$166,890.00		
Paid Chk# 084094	10/2/2020 **LUPULIN BREWING LLC**			
E 501-000-00-27-4263	Purchases - Beer	$342.00	32237	BEER
Total	**LUPULIN BREWING LLC**	$342.00		
Paid Chk# 084095	10/2/2020 **MN DEPT OF FINANCE**			
E 276-000-00-20-4180	Other Consultants	$182.96		CASE 20007700/SHANE ALLEN SCHERVEN
Total	**MN DEPT OF FINANCE**	$182.96		
Paid Chk# 084096	10/2/2020 **QUALITY REFRIGERATION**			
E 501-000-00-25-4540	Repair/Maintenance Building	$419.01	0082011	BUILDING MAINT
Total	**QUALITY REFRIGERATION**	$419.01		
Paid Chk# 084097	10/2/2020 **SHARPLINE LAWN CARE, LLC**			
E 275-000-00-25-4257	Contractors Hired	$80.00	2079	BLEDA PROPERTY LAWN CARE
Total	**SHARPLINE LAWN CARE, LLC**	$80.00		
Paid Chk# 084098	10/2/2020 **SHERBURNE COUNTY ATTORNEY**			
E 276-000-00-20-4170	Legal	$365.92		CASE 20007700/SHANE ALLEN SCHERVEN
Total	**SHERBURNE COUNTY ATTORNEY**	$365.92		
Paid Chk# 084099	10/2/2020 **W. D. LARSON COMPANIES**			
E 101-200-50-25-4430	Vehicle Maintenance	$24.22	2704162495	TAIL LIGHTS UNIT 126
Total	**W. D. LARSON COMPANIES**	$24.22		
Paid Chk# 084100	10/2/2020 **WOLBECK, GINA**			
E 101-100-15-25-4240	Travel/Mileage	$104.65		QTR 2 MILEAGE
E 101-100-92-25-4251	Emergency Management	$27.87		COVID ELECTION SUPPLIES
Total	**WOLBECK, GINA**	$132.52		
Paid Chk# 084101	10/5/2020 **ANDERSON, JERI**			
G 280-2026	Farmer Markets Token Payable	$5.00		CC TOKENS SEPT
G 280-2026	Farmer Markets Token Payable	$7.00		EBT TOKENS SEPT
E 280-000-00-25-4212	Other Operations Expenses	$3.00		PROMOTION TOKENS SEPT
Total	**ANDERSON, JERI**	$15.00		
Paid Chk# 084102	10/5/2020 **BAKER, MARLYS**			
G 280-2026	Farmer Markets Token Payable	$5.00		CC TOKENS SEPT
Total	**BAKER, MARLYS**	$5.00		
Paid Chk# 084103	10/5/2020 **BIG LAKE POLICE DEPARTMENT**			
G 280-2026	Farmer Markets Token Payable	$15.00		CC TOKENS SEPT
Total	**BIG LAKE POLICE DEPARTMENT**	$15.00		
Paid Chk# 084104	10/5/2020 **FELDEVERD, ALLEN**			
G 280-2026	Farmer Markets Token Payable	$15.00		CC TOKENS SEPT
G 280-2026	Farmer Markets Token Payable	$7.00		EBT TOKENS SEPT
E 280-000-00-25-4212	Other Operations Expenses	$9.00		PROMOTION TOKENS SEPT
E 280-000-00-25-4212	Other Operations Expenses	$49.00		MARKET BUCKS SEPT
Total	**FELDEVERD, ALLEN**	$80.00		
Paid Chk# 084105	10/5/2020 **FREDERICK, MACKENZIE**			
G 280-2026	Farmer Markets Token Payable	$35.00		CC TOKENS SEPT
E 280-000-00-25-4212	Other Operations Expenses	$6.00		PROMOTION TOKENS SEPT
Total	**FREDERICK, MACKENZIE**	$41.00		
Paid Chk# 084106	10/5/2020 **HAUER, LISA**			
G 280-2026	Farmer Markets Token Payable	$30.00		CC TOKENS SEPT

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Cks 9/17/2020 - 10/8/2020

		Check Amt	Invoice	Comment
	Total HAUER, LISA	$30.00		
Paid Chk# 084107 10/5/2020	**HOPKINS, JOHNATHAN**			
G 280-2026	Farmer Markets Token Payable	$15.00		CC TOKENS SEPT
G 280-2026	Farmer Markets Token Payable	$86.00		EBT TOKENS SEPT
E 280-000-00-25-4212	Other Operations Expenses	$3.00		PROMOTION TOKENS SEPT
E 280-000-00-25-4212	Other Operations Expenses	$40.00		MARKET BUCKS SEPT
	Total HOPKINS, JOHNATHAN	$144.00		
Paid Chk# 084108 10/5/2020	**JOHNSON, TRUDY**			
G 280-2026	Farmer Markets Token Payable	$90.00		CC TOKENS SEPT
G 280-2026	Farmer Markets Token Payable	$11.00		EBT TOKENS SEPT
G 280-1150	Accounts Receivable	$4.00		CENTRACARE SEPT
E 280-000-00-25-4212	Other Operations Expenses	$2.00		POP TOKENS SEPT
E 280-000-00-25-4212	Other Operations Expenses	$4.00		PROMOTION TOKENS SEPT
E 280-000-00-25-4212	Other Operations Expenses	$10.00		MARKET BUCKS SEPT
	Total JOHNSON, TRUDY	$121.00		
Paid Chk# 084109 10/5/2020	**LOGEAIS, JUSTIN**			
G 280-2026	Farmer Markets Token Payable	$15.00		CC TOKENS SEPT
E 280-000-00-25-4212	Other Operations Expenses	$2.00		POP TOKENS SEPT
E 280-000-00-25-4212	Other Operations Expenses	$4.00		PROMOTION TOKENS SEPT
	Total LOGEAIS, JUSTIN	$21.00		
Paid Chk# 084110 10/5/2020	**LY LEE VUE**			
G 280-2026	Farmer Markets Token Payable	$295.00		CC TOKENS SEPT
G 280-2026	Farmer Markets Token Payable	$31.00		EBT TOKENS SEPT
G 280-1150	Accounts Receivable	$12.00		CENTRACARE SEPT
E 280-000-00-25-4212	Other Operations Expenses	$10.00		POP TOKENS SEPT
E 280-000-00-25-4212	Other Operations Expenses	$11.00		PROMOTION TOKENS SEPT
E 280-000-00-25-4212	Other Operations Expenses	$17.00		MARKET BUCKS SEPT
	Total LY LEE VUE	$376.00		
Paid Chk# 084111 10/5/2020	**MAAS, NANCY**			
E 280-000-00-25-4212	Other Operations Expenses	$3.00		PROMOTION TOKENS SEPT
	Total MAAS, NANCY	$3.00		
Paid Chk# 084112 10/5/2020	**NEIS, CYNTHIA**			
G 280-2026	Farmer Markets Token Payable	$1.00		EBT TOKENS SEPT
E 280-000-00-25-4212	Other Operations Expenses	$5.00		MARKET BUCKS SEPT
	Total NEIS, CYNTHIA	$6.00		
Paid Chk# 084113 10/5/2020	**PAGGEN, JOE**			
G 280-2026	Farmer Markets Token Payable	$20.00		CC TOKENS SEPT
	Total PAGGEN, JOE	$20.00		
Paid Chk# 084114 10/5/2020	**RACE, ALRICK**			
G 280-2026	Farmer Markets Token Payable	$20.00		CC TOKENS SEPT
	Total RACE, ALRICK	$20.00		
Paid Chk# 084115 10/5/2020	**REYNOLDS, REBECCA**			
G 280-2026	Farmer Markets Token Payable	$35.00		CC TOKENS SEPT
	Total REYNOLDS, REBECCA	$35.00		
Paid Chk# 084116 10/5/2020	**SVIHEL, JULIE**			
G 280-2026	Farmer Markets Token Payable	$130.00		CC TOKENS SEPT
G 280-2026	Farmer Markets Token Payable	$19.00		EBT TOKENS SEPT
G 280-2026	Farmer Markets Token Payable	$4.00		CENTRACARE SEPT
E 280-000-00-25-4212	Other Operations Expenses	$4.00		POP TOKENS SEPT

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Cks 9/17/2020 - 10/8/2020

		Check Amt	Invoice	Comment
E 280-000-00-25-4212	Other Operations Expenses	$11.00		PROMOTION TOKENS SEPT
E 280-000-00-25-4212	Other Operations Expenses	$18.00		MARKET BUCKS SEPT
Total	**SVIHEL, JULIE**	$186.00		
Paid Chk# 084117	10/5/2020 **THE WAVE YOUTH CENTER**			
E 101-300-75-25-4902	Donations/Sponsorship	$2,966.80		EQUIP AS REQUESTED BY DONOR
E 101-300-75-25-4902	Donations/Sponsorship	($2,966.80)		EQUIP AS REQUESTED BY DONOR
Total	**THE WAVE YOUTH CENTER**	$0.00		
Paid Chk# 084118	10/5/2020 **TRYGGESETH, STEVE**			
G 280-2026	Farmer Markets Token Payable	$15.00		CC TOKENS SEPT
Total	**TRYGGESETH, STEVE**	$15.00		
Paid Chk# 084119	10/5/2020 **TUTTLE, GRACE**			
G 280-2026	Farmer Markets Token Payable	$80.00		CC TOKENS SEPT
G 280-2026	Farmer Markets Token Payable	$5.00		EBT TOKENS SEPT
E 280-000-00-25-4212	Other Operations Expenses	$6.00		PROMOTION TOKENS SEPT
Total	**TUTTLE, GRACE**	$91.00		
Paid Chk# 084120	10/5/2020 **WARNKE, TOM**			
G 280-2026	Farmer Markets Token Payable	$10.00		CC TOKENS SEPT
G 280-2026	Farmer Markets Token Payable	$11.00		EBT TOKENS SEPT
Total	**WARNKE, TOM**	$21.00		
Paid Chk# 084121	10/7/2020 **ACE SOLID WASTE INC**			
E 101-100-15-25-4225	Sanitation/Garbage Removal	$107.97	6277340	CITY HALL 160 LAKE ST
E 101-200-50-25-4225	Sanitation/Garbage Removal	$159.54	6277340	PUBLIC WORKS 870 HUMBOLDT
E 501-000-00-25-4225	Sanitation/Garbage Removal	$282.28	6277340	LIQUOR STORE 615 ROSE DR
E 101-200-55-25-4225	Sanitation/Garbage Removal	$505.42	6277340	LAKESIDE PARK 101 LAKESHORE
E 101-100-20-25-4225	Sanitation/Garbage Removal	$124.63	6277340	POLICE/LIBRARY 790 MINNESOTA
E 401-000-00-25-4225	Sanitation/Garbage Removal	$251.91	6277340	18999 CTY RD 14
Total	**ACE SOLID WASTE INC**	$1,431.75		
Paid Chk# 084122	10/7/2020 **AMERICAN SOLUTINS FOR BUSINESS**			
E 101-100-10-25-4215	Uniforms/Clothing	($1.07)		CREDIT
E 101-100-10-25-4215	Uniforms/Clothing	$53.50	INV04928253	PLANNER SHIRT
otal	**AMERICAN SOLUTINS FOR BUSINESS**	$52.43		
Paid Chk# 084123	10/7/2020 **ARTISAN BEER COMPANY**			
E 501-000-00-27-4263	Purchases - Beer	$53.50	3440844	BEER
Total	**ARTISAN BEER COMPANY**	$53.50		
Paid Chk# 084124	10/7/2020 **ARVIG**			
E 101-300-75-25-4230	Telephone/Internet	$747.56	000305939400	POLICE TELEPHONE
Total	**ARVIG**	$747.56		
Paid Chk# 084125	10/7/2020 **AUTOMATIC SYSTEMS CO**			
E 499-000-00-70-4316	Capital Purchases/Improve	$22,787.20	35366S	SCADA COMPUTER WWTP
Total	**AUTOMATIC SYSTEMS CO**	$22,787.20		
Paid Chk# 084126	10/7/2020 **AXON ENTERPRISE, INC**			
E 101-105-75-25-4132	Electronic Data	$4,956.00	SI-1683045	2020 ELECTRONIC STORAGE
Total	**AXON ENTERPRISE, INC**	$4,956.00		
Paid Chk# 084127	10/7/2020 **BERNICKS PEPSI**			
E 501-000-00-27-4265	Purchases - Mix/Pop	$98.10	132574	MIX
E 501-000-00-27-4263	Purchases - Beer	($101.30)	132575	CREDIT
E 501-000-00-27-4263	Purchases - Beer	$1,554.70	132576	beer

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Cks 9/17/2020 - 10/8/2020

		Check Amt	Invoice	Comment
Total	**BERNICKS PEPSI**	$1,551.50		
Paid Chk# 084128 10/7/2020	**BIG LAKE CENTER OWNERS ASSOC.**			
E 501-000-00-25-4570	Electricity	$17.20		ELECTRIC
E 501-000-00-25-4570	Electricity	$4.75		ASSOCIATON PARKING LOT/SIGN
E 501-000-00-25-4590	Water/Sewer Utilities	$7.74		WATER/SEWER ASSOCIATION
E 501-000-00-25-4250	Liability Insurance	$1,874.60		ASSOCIATION INSURANCE PARKING LOT
E 501-000-00-25-4375	Snow Removal	$982.00		ASSOCIATION MONTHLY SNOW REMOVAL PER CONTRACT NOVEMBER
E 501-000-00-25-4370	Grounds Maintenance	$26.95		ASSOCIATION GROUND MATIN SEPT
E 501-000-00-25-4595	Association/CAM Fees	$62.25		ASSOCIATION FEE SEPT
Total	**BIG LAKE CENTER OWNERS ASSOC.**	$2,975.49		
Paid Chk# 084129 10/7/2020	**BIG LAKE HARDWARE**			
E 101-100-20-25-4540	Repair/Maintenance Building	$6.17		POLICE/LIBRARY BLD MAINT
E 101-100-20-25-4540	Repair/Maintenance Building	$43.73		POLICE/LIBRARY BLD MAINT
E 101-200-50-25-4210	Operating Supplies	$5.84		STREETS SUPPLIES
E 101-200-50-25-4545	Repair/Maintenance Equipm	$281.44		STREET REPAIRS
Total	**BIG LAKE HARDWARE**	$337.18		
Paid Chk# 084130 10/7/2020	**BIG LAKE LUMBER**			
E 101-200-55-25-4545	Repair/Maintenance Equipm	($45.75)		CREDIT
E 101-200-55-25-4545	Repair/Maintenance Equipm	$54.25	O20081283	HOCKEY RINK REPAIRS
E 199-000-55-25-4413	Equipment/Accessories	$261.30	S020081425	HOCKEY RINK REPAIRS
Total	**BIG LAKE LUMBER**	$269.80		
Paid Chk# 084131 10/7/2020	**BREAKTHRU BEVERAGE**			
E 501-000-00-27-4262	Purchases - Liquor	$3,190.39	1081187800	LIQUOR
E 501-000-00-27-4264	Purchases - Wine	$192.00	1081187800	WINE
E 501-000-00-27-4265	Purchases - Mix/Pop	$52.00	1081187800	MIX
Total	**BREAKTHRU BEVERAGE**	$3,434.39		
Paid Chk# 084132 10/7/2020	**C&L DISTRIBUTING COMPANY**			
E 501-000-00-27-4262	Purchases - Liquor	$1,506.00	1099704	LIQUOR
Total	**C&L DISTRIBUTING COMPANY**	$1,506.00		
Paid Chk# 084133 10/7/2020	**CENTRAL MCGOWAN INC**			
E 101-200-50-25-4212	Other Operations Expenses	$66.10	00396509	PUBLIC WORKS GLOVES
E 401-000-00-25-4545	Repair/Maintenance Equipm	$12.68	00396509	WWTP REPAIRS
Total	**CENTRAL MCGOWAN INC**	$78.78		
Paid Chk# 084134 10/7/2020	**CORE & MAIN LP**			
E 401-000-00-25-4545	Repair/Maintenance Equipm	$651.29	M988610	WATER METERS FOR WWTP
Total	**CORE & MAIN LP**	$651.29		
Paid Chk# 084135 10/7/2020	**CRYSTAL SPRINGS ICE**			
E 501-000-00-27-4266	Purchases - Misc	$269.46	3001753	ICE/WATER
Total	**CRYSTAL SPRINGS ICE**	$269.46		
Paid Chk# 084136 10/7/2020	**DAHLHEIMER DISTRIBUTING CO**			
E 501-000-00-27-4263	Purchases - Beer	$1,498.80	109-03685	BEER
Total	**DAHLHEIMER DISTRIBUTING CO**	$1,498.80		
Paid Chk# 084137 10/7/2020	**DK CONCRETE LLC**			
E 101-200-50-25-4257	Contractors Hired	$2,500.00	7018	CONCRETE REPLACEMENT OF SIDEWALK EAGLE LAKE RD
Total	**DK CONCRETE LLC**	$2,500.00		
Paid Chk# 084138 10/7/2020	**ECM PUBLISHERS, INC.**			

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Cks 9/17/2020 - 10/8/2020

		Check Amt	Invoice	Comment
E 101-300-75-25-4220	Advertising	$25.00	794371	POLICE ADVERTISING
Total	**ECM PUBLISHERS, INC.**	$25.00		
Paid Chk# 084139	10/7/2020 **FREIDAY, SARA**			
E 101-100-15-25-4217	Cleaning Services	$1,250.00	004227	CITY HALL SEPTEMBER
E 101-100-20-25-4217	Cleaning Services	$1,040.00	004227	POLICE/LIBRARY SEPTEMBER
Total	**FREIDAY, SARA**	$2,290.00		
Paid Chk# 084140	10/7/2020 **GOPHER STATE ONE CALL**			
E 101-200-50-25-4257	Contractors Hired	$60.30	0090222	PUBLIC WORKS LOCATES
E 301-000-00-25-4257	Contractors Hired	$60.30	0090222	PUBLIC WORKS LOCATES
E 401-000-00-25-4257	Contractors Hired	$60.30	0090222	PUBLIC WORKS LOCATES
Total	**GOPHER STATE ONE CALL**	$180.90		
Paid Chk# 084141	10/7/2020 **GRANITE ELECTRONICS**			
E 101-300-75-25-4251	Emergency Management	$93.39	150007677-1	POLICE COVID WIRELESS
Total	**GRANITE ELECTRONICS**	$93.39		
Paid Chk# 084142	10/7/2020 **HAWKINS, INC-1**			
E 301-000-00-25-4380	Chemicals	$2,763.39	4801354	WATER CHEMICALS
E 401-000-00-25-4545	Repair/Maintenance Equipm	$260.06	4802358	WWTP PARTS
Total	**HAWKINS, INC-1**	$3,023.45		
Paid Chk# 084143	10/7/2020 **IDEAL SERVICE, INC**			
E 399-000-00-70-4316	Capital Purchases/Improve	$6,399.26	10780	WELL 4 CHEMICAL FEED PUMP
Total	**IDEAL SERVICE, INC**	$6,399.26		
Paid Chk# 084144	10/7/2020 **IUOE LOCAL #49**			
G 101-2185	Union Health Insurance - EE/ER	$17,710.00		NOV PUBLIC WORKS INSURANCE
Total	**IUOE LOCAL #49**	$17,710.00		
Paid Chk# 084145	10/7/2020 **JOHNSON BROTHERS WHOLESALE**			
E 501-000-00-27-4262	Purchases - Liquor	$96.36	1646453	LIQUOR
E 501-000-00-27-4262	Purchases - Liquor	$84.48	1646507	LIQUOR
E 501-000-00-27-4262	Purchases - Liquor	$1,610.33	1654924	LIQUOR
E 501-000-00-27-4264	Purchases - Wine	$2,551.09	1654925	WINE
E 501-000-00-27-4262	Purchases - Liquor	$63.00	1654926	BEER
E 501-000-00-27-4265	Purchases - Mix/Pop	$36.00	1654927	MIX
E 501-000-00-27-4262	Purchases - Liquor	$2,574.64	1654928	LIQUOR
E 501-000-00-27-4265	Purchases - Mix/Pop	$430.15	1654929	WINE
Total	**JOHNSON BROTHERS WHOLESALE**	$7,446.05		
Paid Chk# 084146	10/7/2020 **KUECHLE UNDERGROUND, INC**			
E 301-000-00-25-4545	Repair/Maintenance Equipm	$5,963.64	2020-4	WATER MAIN BREAK @ EAGLE LAKE ROAD
Total	**KUECHLE UNDERGROUND, INC**	$5,963.64		
Paid Chk# 084147	10/7/2020 **KWIK TRIP - CREDIT DEPT**			
E 101-300-75-25-4405	Motor Fuel	$2,501.91		POLICE FUEL SEPT
E 101-200-50-25-4405	Motor Fuel	$477.01		STREET FUEL SEPT
E 101-200-55-25-4405	Motor Fuel	$477.01		PARKS FUEL SEPT
E 301-000-00-25-4405	Motor Fuel	$242.01		WATER FUEL SEPT
E 401-000-00-25-4405	Motor Fuel	$242.01		WASTEWATER FUEL SEPT
Total	**KWIK TRIP - CREDIT DEPT**	$3,939.95		
Paid Chk# 084148	10/7/2020 **MHFA**			
E 116-000-00-25-4212	Other Operations Expenses	$425.82		107 CORRINE 2020 QTR 2 PAYMENT
E 116-000-00-25-4212	Other Operations Expenses	$461.81		4984 MITCHELL 2020 QTR 2 PAYMENT
Total	**MHFA**	$887.63		

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Cks 9/17/2020 - 10/8/2020

		Check Amt	Invoice	Comment
Paid Chk# 084149	10/7/2020 **NAPA AUTO PARTS**			
E 101-300-75-25-4430	Vehicle Maintenance	$174.04	973317	POLICE VEHICLE MAINT
	Total NAPA AUTO PARTS	$174.04		
Paid Chk# 084150	10/7/2020 **OFFICE DEPOT**			
E 101-200-40-25-4210	Operating Supplies	$25.59	125768579001	ENGINEERING SUPPLIES
E 101-100-05-25-4210	Operating Supplies	$7.99	125768579001	MAYOR/COUNCIL
E 101-100-10-25-4210	Operating Supplies	$7.99	125768579001	PLANNING
E 101-200-40-25-4210	Operating Supplies	$7.99	125768579001	ENGINEERING
E 101-100-25-25-4210	Operating Supplies	$15.99	125768579001	EDA
E 101-100-30-25-4210	Operating Supplies	$15.99	125768579001	BUILDING
E 101-100-15-25-4210	Operating Supplies	$104.01	125768579001	CITY HALL
	Total OFFICE DEPOT	$185.55		
Paid Chk# 084151	10/7/2020 **OREILLY AUTOMOTIVE, INC**			
E 101-200-50-25-4430	Vehicle Maintenance	$21.24	1532-238022	UNIT 01 VEHICLE MAINT
E 101-200-50-25-4430	Vehicle Maintenance	$13.59	1532-238207	UNIT 08 VEHICLE MAINT
E 101-200-50-25-4430	Vehicle Maintenance	$668.49	1532-239476	UNIT 02 PICKUP FUEL TANK
E 101-200-50-25-4545	Repair/Maintenance Equipm	$80.50	1532-240273	TRAILER EQUIP STREETS
E 101-200-50-25-4430	Vehicle Maintenance	$184.11	1532-240459	STREET/PARK LOCATE VEHICLE
E 101-200-50-25-4430	Vehicle Maintenance	($32.00)	1532-240478	CREDIT
E 101-200-50-25-4545	Repair/Maintenance Equipm	$143.53	1532-240484	STREET EQUIPMENT REPAIR
E 101-200-50-25-4545	Repair/Maintenance Equipm	($63.65)	1532-240495	CREDIT FOR BATTTERY STREET/PARK TAR TRAILER
E 101-200-55-25-4545	Repair/Maintenance Equipm	($63.65)	1532-240495	CREDIT FOR BATTTERY STREET/PARK TAR TRAILER
E 301-000-00-25-4430	Vehicle Maintenance	$18.69	1532-240865	WATER PLANT VEHICLE MAINT
E 101-200-50-25-4385	Shop Materials	$2.97	1532-241492	SHOP MATERIAL
E 301-000-00-25-4430	Vehicle Maintenance	$10.19	1532-241823	WATER PLANT VEHICLE
E 301-000-00-25-4430	Vehicle Maintenance	$9.24	1532-242046	WATER PLANT VEHICLE
	Total OREILLY AUTOMOTIVE, INC	$993.25		
Paid Chk# 084152	10/7/2020 **PATRIOT NEWS MN**			
E 101-300-75-25-4220	Advertising	$100.00	000731	POLICE ADVERTISING
	Total PATRIOT NEWS MN	$100.00		
Paid Chk# 084153	10/7/2020 **PAUSTIS WINE COMPANY**			
E 501-000-00-27-4264	Purchases - Wine	$1,260.40	103200	WINE
E 501-000-00-27-4269	Freight - In	$16.25	103200	FRT
	Total PAUSTIS WINE COMPANY	$1,276.65		
Paid Chk# 084154	10/7/2020 **PHILLIPS WINE & SPIRITS**			
E 501-000-00-27-4262	Purchases - Liquor	$5,651.45	6101008	LIQUOR
E 501-000-00-27-4264	Purchases - Wine	$2,870.75	6101009	WINE
E 501-000-00-27-4265	Purchases - Mix/Pop	$92.00	6101010	MIX
	Total PHILLIPS WINE & SPIRITS	$8,614.20		
Paid Chk# 084155	10/7/2020 **PLAISTED COMPANIES INC.**			
E 101-200-50-25-4320	Sand/Salt	$958.56	37213	SAND/SALT
	Total PLAISTED COMPANIES INC.	$958.56		
Paid Chk# 084156	10/7/2020 **SCHARF, JOEL**			
E 101-300-75-25-4212	Other Operations Expenses	$216.33		POLICE EXPENSE
	Total SCHARF, JOEL	$216.33		
Paid Chk# 084157	10/7/2020 **SHERBURNE COUNTY ATTORNEY**			
E 277-000-00-20-4170	Legal	$450.00		CASE 19012799 JOHN ROY PARISEAU
	Total SHERBURNE COUNTY ATTORNEY	$450.00		
Paid Chk# 084158	10/7/2020 **SHRED RIGHT**			

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Cks 9/17/2020 - 10/8/2020

		Check Amt	Invoice	Comment
E 101-300-75-25-4212	Other Operations Expenses	$16.00	536304	SHREDDING
E 101-100-15-25-4212	Other Operations Expenses	$16.00	536304	SHREDDING
	Total SHRED RIGHT	$32.00		
Paid Chk# 084159	10/7/2020 **THE WAVE YOUTH CENTER**			
E 101-300-75-25-4902	Donations/Sponsorship	$1,483.40		PAYING IT FORWARD DYLAN MEMORY
	Total THE WAVE YOUTH CENTER	$1,483.40		
Paid Chk# 084160	10/7/2020 **UNLIMITED SUPPLIES, INC**			
E 101-200-50-25-4385	Shop Materials	($49.74)	362274CM	CREDIT
E 101-200-50-25-4212	Other Operations Expenses	$107.88	365758	SAFETY GLASSES
E 101-200-55-25-4545	Repair/Maintenance Equipm	$102.13	366503	HOCKEY RINK REPAIRS
	Total UNLIMITED SUPPLIES, INC	$160.27		
Paid Chk# 084161	10/7/2020 **UTILITY CONSULTANTS**			
E 401-000-00-20-4160	Testing	$1,401.50	106499	WWTP TESTING
	Total UTILITY CONSULTANTS	$1,401.50		
Paid Chk# 084162	10/7/2020 **VIKING COCA-COLA**			
E 501-000-00-27-4265	Purchases - Mix/Pop	$273.05	2593520	MIX
	Total VIKING COCA-COLA	$273.05		
Paid Chk# 084163	10/7/2020 **VINOCOPIA**			
E 501-000-00-27-4264	Purchases - Wine	$245.00	0264541-IN	WINE
E 501-000-00-27-4264	Purchases - Wine	$98.50	0264617-IN	WINE
	Total VINOCOPIA	$343.50		
Paid Chk# 084164	10/7/2020 **WATER LABORATORIES INC**			
E 301-000-00-20-4160	Testing	$160.00	8178	TESTING
	Total WATER LABORATORIES INC	$160.00		
Paid Chk# 084165	10/7/2020 **WINDSTREAM**			
E 401-000-00-25-4230	Telephone/Internet	$52.18	091622521	WWTP
	Total WINDSTREAM	$52.18		
Paid Chk# 084166	10/7/2020 **WINE MERCHANTS**			
E 501-000-00-27-4264	Purchases - Wine	$395.00	7300862	WINE
	Total WINE MERCHANTS	$395.00		
Paid Chk# 084167	10/8/2020 **MUNICIPAL BUILDERS, INC**			
G 499-1600	Construction WIP	$138,610.00	PAY 8	PAY ESTIMATE 8 FOR WWTP EXPANSION (SEPT WORK)
G 499-2065	Retainage Payable	$24,799.75	PAY 8	PAY ESTIMATE 8 FOR WWTP REDUCE RETAINAGE TO $85,000
	Total MUNICIPAL BUILDERS, INC	$163,409.75		
	1010 US BANK	$1,490,753.00		

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Cks 9/17/2020 - 10/8/2020

	Check Amt	Invoice	Comment

Fund Summary

1010 US BANK	
101 GENERAL FUND	$642,022.24
116 2009 NSP GRANT	$887.63
150 CAPITAL PROJECT/LOCAL DEVELOPM	$1,029.00
175 CAPITAL PROJECT/STREET IMPROVE	$225.00
194 COMPUTER REPLACEMENT FUND	$15,036.00
198 INFRASTRUCTURE IMPRMNT FUND	$3,260.00
199 EQUIP & BLDG REPLACEMENTS	$221,590.44
275 ECONOMIC DEVELOPMENT AUTHORITY	$12,565.00
276 NARCOTIC FORFEITURE	$548.88
277 DWI FORFEITURE	$4,658.77
280 FARMERS MARKET	$1,633.35
301 WATER ENTERPRISE FUND	$54,435.89
399 WATER -EQUIP/BLDG REPLCMNT FUN	$6,399.26
401 SEWER ENTERPRISE FUND	$54,711.96
499 SEWER-EQUIP/BLDG REPLCMNT FUND	$186,196.95
501 LIQUOR ENTERPRISE FUND	$280,670.28
601 STORM SEWER ENTERPRISE FUND	$4,882.35
	$1,490,753.00

AGENDA ITEM

Big Lake City Council

Prepared By: *Gina Wolbeck, City Clerk*	***Meeting Date:*** *9/9/2020*	☐ ***Regular Agenda Item*** ☒ ***Consent Agenda Item***	***Item No.*** **6B**
Item Description: *September 23, 2020 City Council Workshop Minutes*		***Reviewed By:*** *Clay Wilfahrt, City Administrator*	
		Reviewed By: *N/A*	

ACTION REQUESTED

By approving this item on the Consent Agenda, Council would be approving the September 23, 2020 City Council Workshop Minutes as presented.

BACKGROUND/DISCUSSION

The September 23, 2020 City Council Workshop Minutes are attached for Council's review

FINANCIAL IMPACT

N/A

STAFF RECOMMENDATION

N/A

ATTACHMENTS

Workshop Minutes

BIG LAKE CITY COUNCIL
WORKSHOP MINUTES

SEPTEMBER 23, 2020

1. CALL TO ORDER

Mayor Wallen called the meeting to order at 5:00 p.m.

2. ROLL CALL

Council Members present: Seth Hansen, Paul Knier, Mike Wallen, and Scott Zettervall. Also present: City Administrator Clay Wilfahrt, Finance Director Deb Wegeleben, City Engineer Layne Otteson, Police Chief Joel Scharf, Deputy Police Chief Matt Hayen, Community Development Director Hanna Klimmek, City Clerk Gina Wolbeck, and Big Lake Student Liaison Ella Dotzler.

3. PROPOSED AGENDA

Council Member Knier motioned to adopt the proposed Agenda as presented. Seconded by Council Member Zettervall, unanimous ayes, Agenda adopted.

4. BUSINESS

4A. Full-time Fire Chief Budget Discussion

Clay Wilfahrt discussed staffing at the Big Lake Volunteer Fire Department which has served the Big Lake community for over 100 years. The Department is comprised of approximately 35 – 40 paid, on-call firefighters. The leadership structure consists of one Chief, one Assistant Chief, five Captains, two Lieutenants, one Quartermaster, and one Training Coordinator. The Assistant Chief is paid $4,800 annually, and the Chief is paid $8,400 annually along with payment for ancillary work such as court appearances and development review. The Department also began using a duty officer to respond to non-emergency calls to avoid paying a larger number of people to respond to a call. The current system has worked well for a number of years. Recently, there have been some issues with the way things operate at the Department. The Department logs 10,000 hours of response time, which is equivalent to 5 FTE's. The budget for the department is approximately $500,000 annually and equipment, inspections, and regulations are becoming increasingly complex. Wilfahrt also noted that budget and capital planning processes are best handled by someone with experience not always available in a pool of paid, on-call firefighters. Managing 40 people and handling day-to-day administration of the Department is challenging, particularly if leaders don't possess training or experience. Due to these reasons, Staff has contemplated the idea of implementing a full-time Fire Chief position. Wilfahrt reviewed fire staffing of all MN Cities in the population range of 8,000 to 14,000 residents and found that 19 of the 36 cities that have their own Fire Department have a full-time Fire Chief. Wilfahrt expressed that the information is not perfect since the Department not only covers the City, it also covers the Township areas. The total population of the Fire District is approximately 20,000. Wilfahrt also noted that Zimmerman, Elk River, and Monticello all have full-time Chiefs, while Becker does not. Wilfahrt reviewed options the Board can consider including hiring a full-time Chief,

remain as is, or divest some administrative duties in other ways, and reviewed an analysis of costs and benefits of making a change as objectively as possible. Wilfahrt noted that what we have developed so far is a starting point for a conversation, but also recognized the need to understand the opinions of others. Wilfahrt noted that he reached out to Township representation on the Fire Board's Personnel Committee and the Township prefers to wait to have this discussion until after the election. Wilfahrt noted that if the Township is receptive to have the discussion, we would be holding a number of conversations with the Fire Department. We will develop a quick survey asking officers and firefighters what they think about this initiative. We will also be attending a full-department meeting to discuss this with them. A member of the Township Board will be invited to attend to listen in. This meeting will not be intended to persuade anyone, but instead to understand if there is support for the position among those in the Department. Wilfahrt noted that ultimately, the Fire Board will be the body that makes the decision. As long as the other steps seem to suggest an interest in this position, Staff will bring this forward to the Fire Board. Wilfahrt reviewed budgeting for the position, and clarified that action will be required to appoint a Fire Chief, stressing that by leaving it in the budget does not mean we will move forward with appointment of the position.

Council Member Hansen stated that while he is choosing to abstain from discussion on the matter, he expressed the excessive amount of time he is giving as Chief which he feels is unsustainable.

Council Member Knier stated that it is not a question of wanting our town to be as safe as possible, but felt that his thoughts lay with the Township in that we should wait until after the election to decide. Knier stated that he feels the hiring of a full-time Fire Chief is an idea that is ahead of its time and noted that we should not rush it through. Knier also stated that the Fire Board makes the decision and we should leave it out of the budget this year as we have other issues that need to be addressed.

Council Member Zettervall stated that he feels the current work load for the Chief position is unsustainable long term and discussed funding for a full-time Chief. Zettervall discussed savings and income streams that we should consider when budgeting for the position, noting that there is an urgency to be prepared to do something quickly. Zettervall also discussed the option of leaving the funding out of the 2021 budget and designating the money that was budgeted for 2020 for the position in the reserve fund. Deb Wegeleben stressed that Staff cannot guarantee that the funds will remain available for 2021, noting that in a perfect world she would be on board with designating these funds for use in the next year's budget, but stated that we do not fully know what the financial impact COVID will have on the City's budget in the coming months. Zettervall stated that he would prefer to leave the dollars earmarked for this specific use. Mayor Wallen discussed that if we don't budget for it then we would need to do a budget amendment and questioned what the impact of that would be. Wegeleben indicated that it can impact our bond rating as we would need to use unreserved fund balances which could be a violation of our financial policy. Zettervall noted that they would look back at discussions we have had on the subject. Discussion was held about possibly budgeting a lesser amount. Wegeleben noted that we can budget a lesser amount but cautioned Council that we need to maintain a 50% unreserved fund balance. Zettervall stated that he is open to leaving the allocation there and budget $50,000 for 2021.

Mayor Wallen stressed that this is a bigger position than just the Fire Chief. It's Emergency Management also and that having someone on staff during the day would be a huge advantage. Wallen stated that the world is so unsettled right now, especially in regard to Emergency Management, noting that we have been blessed to live in a safe community, but issues are moving further out from the City and we need to be prepared. We keep pushing this topic to the side, and feels that we would be doing a disservice to our citizens to just wait until things get worse. Wallen stated that he would like to leave the dollars in the 2021 budget, and follow through with the necessary steps to implement the full-time position. Wallen urged Council that we need to be pro-active, not re-active. Wallen discussed the City of Zimmerman full-time Fire Chief position that has worked out very well for that community. Wallen discussed that if we collectively decide on a lesser amount to budget for 2021, the conversation still needs to continue. Council Member Knier again stated that he struggles with making such a big move in restructuring the whole department before the election, but understands where Seth is coming from. Council Member Hansen questioned how we would be changing the whole structure of the Department. Knier discussed his concern that hiring a full-time Chief could lead into the need for additional full-time staff. Council Members discussed the need to give future Councils the tools necessary to implement needs. Council Member Zettervall noted that the current amount budgeted for the full-time position in the Preliminary 2021 Budget is $149,336 and asked if it is realistic to reduce that amount to $62,500, and not make a decision to move forward with the actual position at this time. Knier asked for clarification on where the funds budgeted for this position in 2020 are going to be held. Wegeleben reviewed budgeting processes, fund balances, and collection of property taxes. At year end, as long as we are above the 50% threshold of expenditures, we can transfer those funds to the CIP fund and they can be used for whatever needs Council deems appropriate. Wegeleben stressed that if we don't receive our final tax payment, funds in the reserves will be used to fund services for our citizens. Council directed Staff to budget $62,500 in the 2021 budget so that the next Boards can make the decision whether or not to implement the full-time position. Wegeleben explained that the Preliminary budget being considered at the regular meeting tonight will have the full cost of the position, but the budget amount can be reduced when Council approves the final budget in December. Council Member Hansen abstained from giving direction on funding for the position, but stressed that the Department needs to move forward, noting that they do the best they can with what they have.

Council also directed Staff to bring back options on how to reallocate the lower budget numbers.

4B. DNR Lake Land Transfer Discussion

Layne Otteson discussed vacant land that is currently owned by the State of MN noting that they contacted the City to see if there is interest in purchasing the land. The 0.71 acre of land has lake-frontage on both sides and is land locked with private property owners to the east and west. The land is approximately 5 to 25 feet wide with vegetation growth including tall grasses, wildflowers, shrubs, and trees. The shore appears to be slowly eroding away and has a vertical bank that is about 2 feet tall. Otteson noted that in 2007, the City constructed channel improvements in this area. The channel provides navigation from one lake to the other. Recent observation found the channel walls are separating and are in need of repair in the next few

years. It was also noted that shore stabilization will be needed along the length of the property. Otteson noted that future channel repair and stabilization costs are not estimated at this time. The costs to repair the steel channel walls would likely be required of the City regardless who owns the land. Future costs to protect the shoreline could be significant, but grants could be pursued for all work and likely cover a majority of the costs.

Council Member Hansen clarified that the City doesn't have control of the water area.

Council Member Knier questioned if it would work to have the adjacent properties own the land, while giving the City an easement to access the channel improvements. Knier also questioned if we would be taking on liability by owning the land. Council Member Hansen stated that by taking ownership, we can preserve the two separate lakes.

Council Member Zettervall stated that if ownership goes to adjacent property owners, it could limit our ability to maintain the channel area.

Mayor Wallen questioned who is responsible for the channel. Otteson noted that the City did the project in 2007 and would be responsible for maintenance. Otteson also stressed that if we don't preserve the land the channel will erode. Wallen discussed the need to acquire the property and establish both a long-term and short-term plan.

Council directed Staff to continue to research options available for preserving the channel and potential future costs, to continue discussions with the State on options to take ownership of the land, and to bring back an update to Council in the near future.

4C. New Ideas Discussion – No other discussion.

Council Member Knier asked what the process will be for designating an official newspaper and which newspaper would be best to publish City notices in. Wilfahrt informed Council that the City designates its official newspaper at the first meeting of the year. Wilfahrt also discussed that Staff will provide information on costs and options available to the City for publication.

5. OTHER – No other.

6. ADJOURN

Council Member Hansen motioned to adjourn at 5:55 p.m. Seconded by Council Member Knier, unanimous ayes, motion carried.

City Clerk

Date Approved By Council

AGENDA ITEM

Big Lake City Council

Prepared By: *Gina Wolbeck, City Clerk*	***Meeting Date:*** 10/14/2020	☐ ***Regular Agenda Item*** ☒ ***Consent Agenda Item***	***Item No.*** **6C**
Item Description: *September 23, 2020 City Council Regular Meeting Minutes*		***Reviewed By:*** *Clay Wilfahrt, City Administrator*	
		Reviewed By: *N/A*	

ACTION REQUESTED

By approving this item on the Consent Agenda, Council would be approving the September 23, 2020 City Council Regular Meeting Minutes as presented.

BACKGROUND/DISCUSSION

The September 23, 2020 City Council Regular Meeting Minutes are attached for Council's review

FINANCIAL IMPACT

N/A

STAFF RECOMMENDATION

N/A

ATTACHMENTS

Regular Meeting Minutes

BIG LAKE CITY COUNCIL
REGULAR MEETING MINUTES

September 23, 2020

1. CALL TO ORDER

Mayor Mike Wallen called the meeting to order at 6:00 p.m.

2. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

3. ROLL CALL

Council Members present: Seth Hansen, Paul Knier, Mike Wallen, and Scott Zettervall. Also present: City Administrator Clay Wilfahrt, Finance Director Deb Wegeleben, Community Development Director Hanna Klimmek, City Engineer Layne Otteson, Deputy Police Chief Matt Hayen, City Clerk Gina Wolbeck, City Planner Lucinda Meyers, Big Lake Student Liaison Ella Dotzler, and Consultant City Planner Kevin Shay from Landform.

4. OPEN FORUM

Mayor Wallen opened the Open Forum at 6:01 p.m. No one came forward. Mayor Wallen closed the Open Forum at 6:02 p.m.

5. PROPOSED AGENDA

Council Member Zettervall motioned to adopt the proposed Agenda as presented. Seconded by Council Member Knier, unanimous ayes, Agenda adopted.

6. CONSENT AGENDA

Council Member Hansen motioned to approve the Consent Agenda with the removal of item no. 6D for separate consideration. Seconded by Council Member Zettervall, unanimous ayes, Consent Agenda approved. The Consent Agenda consists of: 6A. Approve List of Claims, 6B.

Approve Council Workshop Minutes of September 9, 2020, 6C. Approve Council Meeting Minutes of September 9, 2020, ~~6D. Approve Resolution Appointing Election Judges for the November 3, 2020 General Election~~, 6E. Approve Personnel Policy Amendment Changing Core Hours, 6F. Approve Resolution No. 2020-75 approving a Therapeutic Massage License to Yan Liu to operate at Lily's Massage Located at 635 Rose Drive, Suite 2, 6G. Approve Letter of Understanding with the International Union of Engineers, Local 49 Regarding On-Call Procedures, 6H. Set Special Joint Powers Board Meeting at 4:30 p.m. on Wednesday, October 14, 2020 for a development application submitted by Cargill, Inc. for the property located at 20021 176th Street NW, 6I. Approve Employment Status Change for Part-time Liquor Clerks Carol Larson and Tara Schowalter from Probationary to Permanent Part-time Status, and 6J. Approve the Sherburne Soil and Water Conservation District AIS Volunteer Grant Extension.

6D. Approve Resolution Appointing Election Judges for the November 3, 2020 General Election

Mayor Wallen indicated that two additional judges have been added to the list since the packet was distributed on Friday.

Council Member Hansen motioned to approve Resolution No. 2020-76 appointing Election Judges for the November 3, 2020 General Election. Seconded by Council Member Zettervall, unanimous ayes, motion carried.

7. BUSINESS

7A. Liberty Bank Development Application – Site Plan, Variance and Conditional Use Permit

Kevin Shay reviewed the planners report for the development application submitted by Miller Architects on behalf of Liberty Bank Minnesota seeking approval on site plan review, a Conditional Use Permit for a changeable electronic sign, and a Variance request to exceed the maximum square footage allowed for a changeable electronic sign. The application is for a 2,813 square foot bank with four drive-through lanes consisting of three teller lanes and one ATM lane. The subject site is located on a 1.2 acre undeveloped parcel that lies west of Casey's General Store and east of the Northstar Professional Building. The property is zoned B-3 General Business and guided for Business. Shay reviewed sidewalk areas, landscaping requirements, utility hook-ups, storm water management, building design standards, lighting, and proposed signage. Shay reviewed that the Big Lake City Code allows for one Changeable Electronic Sign in the B-3 district through a Conditional Use Permit, subject to specific criteria. Shay also discussed that the Applicant has requested a Variance to exceed the allowed sign area for a changeable electronic sign from the allowed 24 sq. ft. to 66 sq. ft. and noted that the required Variance criteria has not been met by the Applicant. Shay indicated that Staff is not supportive of the

Variance based on the findings. The Applicant has not proved that any hardship exists or that any unique situation exists. The Big Lake Planning Commission held a public hearing on this application on September 8, 2020 and the Applicant was the only one to speak at the hearing and had no issues with Staff's recommendation or conditions. The Planning Commission discussed the proposed sign Variance and whether the size was appropriate. It was concluded that a Variance was not warranted as there is no practical difficulty. The Planning Commission further discussed if the sign ordinance should be reviewed to see if an amendment to allow larger signage would be appropriate. The Planning Commission unanimously recommended approval of the Site Plan and Conditional Use Permit and denial of the Variance.

Council Member Zettervall reviewed discussions at the Planning Commission noting that their recommendation to deny the Variance was based on the lack of a practical difficulty.

Council Member Knier motioned to approve Resolution No. 2020-77 approving the Site Plan and Conditional Use Permit and denying the Variance for the Liberty Bank project located at 730 Humboldt Drive. Seconded by Council Member Zettervall, unanimous ayes, motion carried.

7B. Ordinance Amendment – Chapter 14 (Right of Way Management)

Lucinda Meyers reviewed past discussions of proposed amendments to the City's Right of Way Ordinance during workshops held on May 27, 2020 and July 22, 2020. The proposed amendments establish provisions for the regulation of small cell wireless facility equipment and street light fixtures and poles. Meyers reviewed additional changes to the language as recommended by the City Attorney's Office since the language was last reviewed by Council. Meyers also noted that the Small Cell Wireless Facility Permit fee will be considered when Council adopts the 2021 City Fee Schedule. Meyers also informed Council that the City does have the option to require a Conditional Use Permit (CUP) for placement of this type of equipment in single-family residential districts.

Council Member Knier discussed CUP permitting in single-family residential neighborhoods and asked how other communities are enacting rules in these types of districts. Knier also questioned if by implementing the CUP requirement, has this discouraged telecommunication companies to not place small cell wireless facility equipment in single-family neighborhoods in other communities. Knier also stated that the dangers of the technology far outweigh the benefits of faster speeds. Knier stated that he would rather we table this item for further discussion on implementing a CUP process, noting that he wants to keep it out of residential neighborhoods due to negative health effects.

Council Member Zettervall explained that a CUP process allows a city to put conditional uses on the permit. Zettervall stated that he would rather Council approve the Ordinance

as currently written so that the aesthetics requirements are adopted, and to direct Staff to bring back further discussion on adding in the CUP requirement, basically approve now and amend later. Zettervall also clarified that this is not a 5G discussion, but an overall small cell wireless discussion.

Mayor Wallen discussed that the concern seems to be on single-family properties, noting that we should give residents a voice in making those decisions. Wallen stated that he would like to get the language as presented approved, but would also like to vet out the CUP option after.

Council Member Zettervall motioned to approve Ordinance No. 2020-15 amending Chapter 14 of the Big Lake City Code regulating small cell wireless facility equipment and associated street light fixtures and poles installed in the right-of-way, and approve summary publication Resolution No. 2020-78. Seconded by Council Member Hansen, unanimous ayes, motion carried.

Council also directed Staff to bring back to further discussion to the Planning Commission on establishing a CUP process for single-family residential neighborhoods.

7C. Preliminary 2021 Tax Levy and Economic Development Authority Levy

Deb Wegeleben reviewed the 2021 General Fund budget concept numbers. The 2021 General Fund preliminary property tax levy of $4,695,345 includes the General Fund Levy of $3,520,725 and the Debt Levy of $1,174,620, which is an increase of $259,392 over the 2020 final tax levy. The 2021 Big Lake Economic Development Authority preliminary property tax levy of $130,000 is the same amount that was levied in 2020. The combined preliminary tax levies for 2021 will be $4,825,345, which is an increase of 5.68% or $259,392 over 2020. Wegeleben noted that the City Tax Rate will decrease by .86% to 49.76%. Wegeleben also noted that the 2021 Preliminary General Fund Balanced Budget is set at $5,560,546, which is an increase of 2.67% or $144,483 from 2020.

Wegeleben informed Council and the public that the City has scheduled a hearing to allow for public input on the 2021 Budget and Levy at 6:00 p.m. during the regularly scheduled meeting on Wednesday, November 25, 2020 with a continuation meeting date of Monday November 30th, which will only be held if needed. This will allow council time to reflect on comments received during the public input hearing and make necessary changes prior to setting the final payable 2021 Property Tax Levy on December 9, 2020.

Council Member Zettervall asked for clarification that once we approve the Preliminary Budget, the Preliminary tax rate will decrease by .86%. Wegeleben concurred that the Preliminary tax rate would be set at 49.76% which is a .86% reduction, but that it can be adjusted down when the final budget is adopted in December.

Council Member Hansen motioned to approve Resolution No. 2020-79 adopting the Preliminary 2021 Tax Levy for the City of Big Lake. Seconded by Council Member Knier, unanimous ayes, motion carried.

Council Member Hansen motioned to approve Resolution No. 2020-80 adopting the Preliminary 2021 Tax Levy for the Big Lake Economic Development Authority. Seconded by Council Member Zettervall, unanimous ayes, motion carried.

7D. Proclamation – Manufacturer's Week (October 1 – 7, 2020)

Hanna Klimmek discussed the upcoming Manufacturer's Week which is being recognized the week of October 1 – 7, 2020 throughout Minnesota. Klimmek also indicated that due to COVID precautions, we will not be scheduling any in-person manufacturing tours. Mayor Wallen read aloud a Proclamation proclaiming October 1 – 7, 2020 as Manufacturer's Week in the City of Big Lake.

Council Member Knier motioned to approve Resolution No. 2020-81 Proclaiming October 1 – 7, 2020 as Manufacturer's Week in the City of Big Lake. Seconded by Council Member Zettervall, unanimous ayes, motion carried.

7E. Discontinuation of the Temporary Wage Increase for Non-Exempt Liquor Store Staff

Clay Wilfahrt discussed the history of the wage increase for all non-exempt liquor store staff due to the impact on operations the store has experienced during the COVID Pandemic. Wilfahrt noted that during this difficult time, Staff has been outstanding with their flexibility and commitment to the City and to customers of the store. Wilfahrt noted that the full-time Liquor Clerk and part-time Lead Liquor Clerk positions have now been filled along with several other part-time liquor clerk positions, and informed Council that Lake Liquor will be returning to pre-COVID business hours of Monday through Saturday 9:00 a.m. to 10:00 p.m. and Sundays 11:00 a.m. to 4:00 p.m. beginning October 1, 2020. The Council had previously indicated that they wanted the temporary pay increase tied to hours of operation and noted that staffing vacancies are filled, that business has begun to stabilize, and the liquor store will not be receiving State or Federal compensation for the temporary pay increase as we had anticipated. Wilfahrt noted that Staff is recommending that the $2.00 per hour temporary wage increase for non-exempt liquor store staff end effective September 27, 2020 which is the start of the next pay period. Council thanked the leadership at the store and all employees for their dedication during this difficult time.

Council Member Zettervall stated that he is glad we did the increase when we did.

Council Member Zettervall motioned to approve to discontinue the temporary pay increase of $2.00 per hour for all non-exempt liquor store staff effective September 27, 2020. Seconded by Council Member Knier, unanimous ayes, motion carried.

7F. Monthly Department Reports

Deb Wegeleben provided a year-to-date financial report and provided an update on the City's outstanding debt. Wegeleben also announced that the 2021 Truth in Taxation Public Input Hearing will be held at 6:00 p.m. on Wednesday, November 25, 2020 during the regularly scheduled Council Meeting.

Mayor Wallen asked for an update on where we are at on delinquent water bills. Wegeleben noted that the amount has lowered somewhat since the last Workshop, but we still have a higher number than normal. Wegeleben informed Council that assessment notices will be sent out next week.

Clay Wilfahrt provided an update on the Municipal Liquor Store operations for August 2020 noting that the first in-store wine tasting was held since COVID started, reviewed the $186 collected towards the Big Lake Fire Department through collection jars, and recapped the new hours of operation starting October 1, 2020. Wilfahrt also provided a year to date financial comparison between 2019 and 2020.

Hanna Klimmek provided an update on activities in the Community Development Department. Klimmek reviewed housing, commercial and redevelopment projects, and provided a year to date 2019/2020 permit activity comparison. Klimmek also noted that the Code Revision Taskforce held their 2nd meeting on September 15th, and reviewed that the BLEDA has decided it is time to commence with the Big Lake Branding and Identity Design Project and held their kick-off meeting on September 21st. The first action step for the project will be immersion and discovery. Klimmek also discussed that Assistant County Administrator Dan Weber met with the BLEDA at their September meeting to discuss the County's CARES Act funding, noting that the Big Lake business community has been awarded the most funds in the county with $425,000 being allocated to our business community. Klimmek also discussed the September 18th Movie in the Park(ing) Lot event held at Lakeside Park, provided a Farmer's Market update, and reviewed activities in the Streets/Parks Division. The Street/Parks Department assisted with prepping the site area for the newly delivered Freedom Rock at Lakeside Park, and Klimmek reviewed fall maintenance being done on streets, overlays, and noted that work is transitioning into the winter season.

8. ADMINISTRATOR'S REPORT

Clay Wilfahrt discussed on-going union negotiations with LELS. Wilfahrt also discussed complaints the City has received on political signage on private property that is surrounded by razor wire that has been getting a lot of attention. The City Attorney has advised that we can only regulate where a political sign is placed, not what is displayed on or around the sign.

9. MAYOR & COUNCIL REPORTS and QUESTIONS/COMMENTS

Mayor Wallen: Discussed the September BLEDA Meeting.

Council Member Hansen: Provided a CMRRPP Meeting update.

Council Member Knier: Reviewed the September BLBYR meeting and the placement of the Freedom Rock celebration.

Council Member Zettervall: Reminded the public of Saturday's ATV run.

10. OTHER – No other.

11. ADJOURN

Council Member Hansen motioned to adjourn at 7:05 p.m. Seconded by Council Member Knier, unanimous ayes, motion carried.

_____
Clerk

Date Approved By Council _____

AGENDA ITEM

Big Lake City Council

Prepared By: *Gina Wolbeck, City Clerk*	***Meeting Date:*** 10/14/2020	☐ ***Regular Agenda Item*** ☒ ***Consent Agenda Item***	***Item No.*** **6D**
Item Description: *Snow Ice Removal Agreement Resolution with Big Lake Township*		***Reviewed By:*** *Clay Wilfahrt, City Administrator*	
		Reviewed By: *Nick Abel, Streets/Parks Superintendent*	

ACTION REQUESTED

By approving this item on the Consent Agenda, Council would be approving a RESOLUTION entering into an agreement with Big Lake Township to provide snow and ice control on certain roads.

BACKGROUND/DISCUSSION

Attached is a Resolution to enter into an agreement with Big Lake Township to provide snow and ice control on certain roads. Streets and Parks Superintendent Nick Abel has reviewed the areas identified on the Resolution and is recommending approval. The Big Lake Township Board will also be approving this Resolution at their October 14, 2020 meeting.

FINANCIAL IMPACT

N/A

STAFF RECOMMENDATION

Approve Resolution as presented.

ATTACHMENTS

Resolution

CITY OF BIG LAKE
MINNESOTA

A general meeting of the Big Lake City Council, Big Lake, Minnesota was called to order by Mayor Mike Wallen at 6:00 p.m. at Big Lake City Hall, Big Lake, Minnesota, on Wednesday, October 14, 2020. The following City Council Members were present: Seth Hansen, Paul Knier, Mike Wallen, and Scott Zettervall. A motion to adopt the following resolution was made by Council Member and seconded by Council Member .

BIG LAKE CITY COUNCIL
RESOLUTION NO. 2020-XX

RESOLUTION ESTABLISHING DIVISION OF RESPONSIBILITIES FOR SNOW AND ICE REMOVAL BETWEEN THE TOWN OF BIG LAKE AND CITY OF BIG LAKE FOR TOWN/CITY ROADS

WHEREAS, The City of Big Lake and Big Lake Township wish to reduce expenses by eliminating duplicated plowing services and providing cost saving benefits to citizens by negotiating snowplowing responsibilities.

NOW, THEREFORE, BE IT RESOLVED, that for the Snowplowing season:

A. The Township agrees to plow and provide ice control on any portion of 205th Ave. and 201st Ave. that is the City's responsibility at no cost to the City.

B. The City of Big Lake will plow and provide ice control on 172nd Street north of Highway 10 to 205th Avenue at no cost to the Township.

C. The City will bill the Township half (1/2) the cost associated with plowing and providing ice control on 198th Avenue, west of 172nd Street.

D. The City will bill the Township the 3/4 cost associated with plowing and providing ice control on 172nd Street south of Highway 10 to and including the intersection of 197th Ave.

BE IT FURTHER RESOLVED, that this snow plowing policy between the Town of Big Lake and the City of Big Lake shall continue in force until April 30, 2021.

Adopted by the Big Lake City Council this 14th day of October, 2020.

_____

Mike Wallen, Mayor

Attest:

_____

Gina Wolbeck, City Clerk

The following Council Members voted in favor:
The following Council Members voted against or abstained:

Whereupon the motion was duly passed and executed.

DRAFTED BY:
City of Big Lake
160 Lake Street North
Big Lake, MN 55309

STATE OF MINNESOTA)
)SS.
COUNTY OF SHERBURNE)

The foregoing instrument was acknowledged before me this ___ day of October 2020 by Mike Wallen and Gina Wolbeck, the Mayor and City Clerk respectively of the City of Big Lake, a Minnesota municipal corporation, on behalf of the corporation.

_____

Notary Public

AGENDA ITEM

Big Lake City Council

Prepared By: *Deb Wegeleben, Finance Director*	***Meeting Date:*** 10/14/2020	☐ ***Regular Agenda Item*** ☒ ***Consent Agenda Item***	***Item No.*** **6E**
Item Description: *Call for a Public Hearing for Unpaid Charges*		***Reviewed By:*** *Clay Wilfahrt, City Administrator*	
		Reviewed By: *N/A*	

ACTION REQUESTED

By approving this item on the Consent Agenda, Council would be approving a Resolution calling for a Public Hearing for the 2020 Unpaid Charges to include delinquent water/sewer bills, water availability fee, weed/grass removal and snow removal services at or about 6:00 p.m. on Thursday, November 12, 2020 in the Big Lake City Council Chambers located at 160 Lake Street North, Big Lake, MN.

BACKGROUND/DISCUSSION

Staff is requesting Council call for an Assessment Public Hearing for the 2020 Unpaid Charges of delinquent water/sewer bills, water availability fees, weed/grass removal and snow removal services at or about 6:00 p.m. on Thursday, November 12, 2020 in the Big Lake City Council Chambers. A Resolution calling for this Assessment Hearing is attached for Council consideration.

FINANCIAL IMPACT

N/A

STAFF RECOMMENDATION

Approve Resolution calling for an Assessment Public Hearing for the 2020 Unpaid Charges.

ATTACHMENTS

Resolution

CITY OF BIG LAKE
MINNESOTA

A general meeting of the City Council of the City of Big Lake, Minnesota was called to order by Mayor Mike Wallen at 6:00 p.m. in the Council Chambers of City Hall, Big Lake, Minnesota, on Wednesday, October 14, 2020. The following Council Members were present: Seth Hansen, Paul Knier, Mike Wallen, and Scott Zettervall. A motion to adopt the following resolution was made by Council Member and seconded by Council Member .

CITY OF BIG LAKE
RESOLUTION NO. 2020-XX

RESOLUTION CALLING HEARING ON ASSESSMENTS FOR UNPAID CHARGES FOR WATER/SEWER BILLS, WATER AVAILABILITY FEE AND WEED/GRASS/SNOW REMOVAL SERVICES

WHEREAS, the City Finance Director, has prepared an assessment roll for the unpaid charges, and said proposed assessment roll is on file with the City Clerk and open to public inspection.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Big Lake, Minnesota, that:

1. The Clerk shall publish notice that this Council will meet to consider the proposed assessments on Thursday, November 12, 2020 at approximately 6:00 p.m. in the Big Lake City Council Chamber, Big Lake, Minnesota. The published notice shall be in substantially the form set forth on Exhibit A attached hereto.

2. A copy of the notices in substantially the forms set forth in Exhibit B attached hereto shall be mailed to the owners of each parcel of property described in each assessment roll.

Adopted by the Big Lake City Council this 14th day of October, 2020.

_____
Mayor Mike Wallen

Attest:

_____
Gina Wolbeck, City Clerk

The following Council Members voted in favor:
The following Council Members voted against or abstained: None.

Whereupon the motion was duly passed and executed.

DRAFTED BY:
City of Big Lake
160 Lake Street North
Big Lake, MN 55309

STATE OF MINNESOTA)
)SS.
COUNTY OF SHERBURNE)

The foregoing instrument was acknowledged before me this ___ day of October, 2020 by the Mayor and City Clerk of the City of Big Lake, a Minnesota municipal corporation, on behalf of the corporation.

_____
Notary Public

EXHIBIT A
PUBLISH NOTICE

CITY OF BIG LAKE
NOTICE OF PUBLIC HEARING
FOR ASSESSMENT OF UNPAID CHARGES

You are hereby notified that the Big Lake City Council will hold public hearings in order to consider assessments for unpaid charges due to the City. The public hearings will be held in the Big Lake City Council Chambers located at 160 Lake Street on Thursday, November 12, 2020 at or about 6:00 p.m.

Notices for these hearings have been mailed to past due accounts in the City of Big Lake. The notices indicate the past due charges are for water/sewer, water availability fee, snow removal, and weed/grass removal services provided by the City for their property. Residents have until Monday, November 16, 2020 to bring their accounts current. Any amount remaining unpaid will be certified to the Sherburne County Auditor for collection with the 2021 property taxes. If you decide not to prepay the assessment before the date given above, the rate of interest that will apply is 6%, plus a $20 assessment fee payable in one installment.

Written or oral objections will be considered at the meeting. No appeal may be taken as to the amount of an assessment adopted pursuant to Minn. Stat. § 429.061, subd. 2, unless a written objection signed by the affected property owner, is filed with the City Administrator prior to the hearing or presented to the presiding officer at the hearing. An owner may appeal an assessment to the District Court pursuant to Minn. Stat. § 429.081 by serving notice of appeal upon the Mayor or City Administrator of the City of Big Lake with in thirty (30) days after the adoption of the assessment and filing such notice with the District Court within ten (10) days after service upon the Mayor or City Administrator.

Under City Code Section 730 and Minnesota Statutes 435.193 to 435.195, the Council may, in its discretion, defer the payment of the special assessment for any homestead property owned by a person 65 years of age or older or retired by virtue of a permanent and total disability. When deferment of the special assessment has been granted and is terminated for any reason provided in that law, all amounts become due. Any assessed property owner meeting the requirements of this law and the ordinance or resolution adopted under it may, within thirty (30) days of confirmation of the assessment, apply to the City Administrator for the prescribed form for such deferral payment of this special assessment on his/her property.

Deb Wegeleben
Finance Director
City of Big Lake

EXHIBIT B
MAILING NOTICES FOR PAST DUE CHARGES ARE FOR WATER/SEWER, WATER AVAILABILITY FEE, AND WEED/GRASS/SNOW REMOVAL SERVICES PROVIDED BY THE CITY

EXHIBIT B
MAILING NOTICE WATER/SEWER

CITY OF BIG LAKE

160 Lake Street North
Big Lake, MN 55309

763-263-2107

DATE	10/09/2020
Account	xx-xxxxxxxx-xx-x

0000046740007

65-xxx-xxxx

Customer Name
Customer Address

CERTIFY AMOUNT **$xxxx.xx**

Property Address

CERTIFIED UTILITY CHARGES NOTIFICATION

Our records indicate a delinquent balance at the above service address. The Big Lake Municipal Code provides for the following responsibilities: the owner shall be liable for utilities provided to his/her property, whether they are occupying the property or not, and any charges unpaid shall be a lien against the property. The City Code authorizes the City to certify for collection on the property tax roll all such delinquent utility accounts.

You are hereby given until Monday, November 16, 2020 to pay the balance of the delinquent account listed above. Any amount remaining unpaid after this date will be certified to the Office of the Sherburne County Auditor. The delinquent amount, along with interest at the rate of six percent (6%) and a $20 certification fee, will then appear on the 2021 property tax statement.

You have the right to appeal the assessment by requesting a hearing before the City Council during the regularly scheduled meeting, November 12, 2020, whereupon a determination shall be made as to whether or not the charge is actually due and unpaid.

Under City Code Section 730, and Minnesota Statutes 435.193 to 435.195, the Council may, in its discretion, defer the payment of the special assessment for any homestead property owned by a person 65 years of age or older or retired by virtue of a permanent and total disability. When deferment of the special assessment has been granted and is terminated for any reason provided in that law, all amounts become due. Any assessed property owner meeting the requirements of this law and the ordinance or resolution adopted under it may, within thirty (30) days of confirmation of the assessment, apply to the City Administrator for the prescribed form for such deferral payment of this special assessment on his/her property.

The delinquent amount proposed to be assessed against the property is indicated above. It is proposed that such assessment (bearing interest at 6%) and $20 certification fee be payable with the 2021 real estate taxes. Following certification of the assessment roll on **November 12, 2020,** the owner of any property so assessed may pay to the County Auditor or the City of Big Lake the entire amount of the assessment remaining unpaid.

Any questions concerning this matter can be directed to:

City of Big Lake
160 Lake Street North
Big Lake, MN 55309
(763) 263-2107 or
Julie Rathmanner at (763)251-2969

Deb Wegeleben
Finance Director
City of Big Lake

MAILING NOTICE
WEED/GRASS & SNOW
REMOVAL SERVICES

October 09, 2020 **NOTICE OF DELINQUENT ACCOUNT**

OWNER
OWNER ADDRESS
Big Lake MN 55309-9473

Delinquent Amount: $
Invoice #
Service Address:
Property ID#

Property Owner:

Our records indicate a delinquent balance at the above service address. The Big Lake Municipal Code provides for the following responsibilities: The owner or occupant of any parcel in the City is responsible for clearing their lot of any weeds or grass greater in height than one foot. The owner or occupant of any premises within the City shall clean the sidewalk in front or beside the premises of snow and loose or melting ice within twenty-four hours of the end of the snowfall. The City Code authorizes the City to certify for collection on the property tax roll all costs borne by the City to clear weeds/grass or snow/ice from parcels of land.

Notice is hereby given that the Big Lake City Council will hold a hearing regarding the delinquent amount and will consider levying a special assessment against the property for the delinquent amount on **November 12, 2020** during the regularly scheduled meeting. The hearing will be held in the Big Lake City Council Chambers located at 160 Lake Street North, Big Lake, Minnesota. The City Council may adopt the proposed assessment at this hearing and certify any unpaid amount to the Sherburne County Auditor. The proposed assessment roll is on file at the city clerk's office for public inspection.

You have the right to make written or oral objections to the proposed special assessment at this hearing. No appeal to district court may be taken as to the amount of an assessment unless a written objection signed by the affected property owner is filed with the city clerk prior to the assessment hearing or presented to the presiding officer at the hearing.

In the case that the City Council adopts the proposed assessment at the hearing, you may prepay the delinquent amount to the City of Big Lake before the unpaid balance is certified to the Sherburne County Auditor. Partial prepayment of the special assessment is not authorized by the Big Lake Municipal Code. You are hereby given until **November 16, 2020**, to pay the balance of

the delinquent account listed above. If the delinquent amount remains unpaid on **November 17 2020**, it will be certified to the Sherburne County Auditor.

The amount proposed to be assessed against the property is indicated above. It is proposed that such assessment (bearing interest at 6%) and the $20 delinquent account certification fee be payable with the **2021** real estate taxes. Following certification of the assessment roll to the County Auditor, the owner of any property so assessed may pay the County Auditor the entire amount of the assessment remaining unpaid.

Under City Code Section 730 and Minnesota Statutes 435.193 to 435.195, the Council may, in its discretion, defer the payment of the special assessment for any homestead property owned by a person 65 years of age or older or retired by virtue of a permanent and total disability. When deferment of the special assessment has been granted and is terminated for any reason provided in that law, all amounts become due. Any assessed property owner meeting the requirements of this law and the ordinance or resolution adopted under it may, within thirty (30) days of confirmation of the assessment, apply to the City Administrator for the prescribed form for such deferral payment of this special assessment on his/her property.

An owner may appeal an assessment to district court pursuant to Minn. Stat. § 429.081 by serving notice of the appeal upon the mayor or clerk of the city within thirty (30) days after the adoption of the assessment and filing notice with the district court within ten days after service upon the mayor or clerk.

Any questions concerning this matter can be directed to:
City of Big Lake
Attn: Deb Wegeleben
160 Lake Street North
Big Lake, MN 55309
(763)251-2974

Deb Wegeleben
Finance Director
City of Big Lake

MAILING NOTICE
WATER AVAILABILITY FEE

October 09, 2020 **NOTICE OF DELINQUENT ACCOUNT**

OWNER
OWNER ADDRESS
Big Lake MN 55309-9473

Delinquent Amount: $
Invoice #
Service Address:
Property ID#

Property Owner:

Our records indicate a delinquent balance at the above service address. The Big Lake Municipal Fee Schedule states the followings: The owner of any vacant parcel in the City that the water and wastewater infrastructure is available will pay a water availability fee for vacant parcel. The City Code authorizes the City to certify for collection on the property tax roll all costs associated with the Water Availability fee.

Notice is hereby given that the Big Lake City Council will hold a hearing regarding the delinquent amount and will consider levying a special assessment against the property for the delinquent amount on **November 12, 2020** during the regularly scheduled meeting. The hearing will be held in the Big Lake City Council Chambers located at 160 Lake Street North, Big Lake, Minnesota. The City Council may adopt the proposed assessment at this hearing and certify any unpaid amount to the Sherburne County Auditor. The proposed assessment roll is on file at the city clerk's office for public inspection.

You have the right to make written or oral objections to the proposed special assessment at this hearing. No appeal to district court may be taken as to the amount of an assessment unless a written objection signed by the affected property owner is filed with the city clerk prior to the assessment hearing or presented to the presiding officer at the hearing.

In the case that the City Council adopts the proposed assessment at the hearing, you may prepay the delinquent amount to the City of Big Lake before the unpaid balance is certified to the Sherburne County Auditor. Partial prepayment of the special assessment is not authorized by the Big Lake Municipal Code. You are hereby given until **November 16, 2020**, to pay the balance of the delinquent account listed above. If the delinquent amount remains unpaid on **November 17, 2020**, it will be certified to the Sherburne County Auditor.

The amount proposed to be assessed against the property is indicated above. It is proposed that such assessment (bearing interest at 6%) and the $20 delinquent account certification fee be payable with the **2021** real estate taxes. Following certification of the assessment roll to the County Auditor, the owner of any property so assessed may pay the County Auditor the entire amount of the assessment remaining unpaid.

Under City Code Section 730 and Minnesota Statutes 435.193 to 435.195, the Council may, in its discretion, defer the payment of the special assessment for any homestead property owned by a person 65 years of age or older or retired by virtue of a permanent and total disability. When deferment of the special assessment has been granted and is terminated for any reason provided in that law, all amounts become due. Any assessed property owner meeting the requirements of this law and the ordinance or resolution adopted under it may, within thirty (30) days of confirmation of the assessment, apply to the City Administrator for the prescribed form for such deferral payment of this special assessment on his/her property.

An owner may appeal an assessment to district court pursuant to Minn. Stat. § 429.081 by serving notice of the appeal upon the mayor or clerk of the city within thirty (30) days after the adoption of the assessment and filing notice with the district court within ten days after service upon the mayor or clerk.

Any questions concerning this matter can be directed to:
City of Big Lake
Attn: Deb Wegeleben
160 Lake Street North
Big Lake, MN 55309
(763)251-2974

Deb Wegeleben
Finance Director
City of Big Lake

AGENDA ITEM
Big Lake City Council

Prepared By: *Deb Wegeleben, Finance Director*	***Meeting Date:*** 10/14/2020	☐ ***Regular Agenda Item*** ☒ ***Consent Agenda Item***	***Item No.*** **6F**
Item Description: *Federal Coronavirus Relief Funds of $35,000 from Big Lake Township to distribute to businesses who have been adversely affected by COVID-19*		***Reviewed By:*** *Clay Wilfahrt, City Administrator*	
		Reviewed By: *Hanna Klimmek, Community Development Director*	

ACTION REQUESTED

By approving this item on the Consent Agenda, Council would be approving an Agreement to Distribute Federal Coronavirus Relief funds in the amount of $35,000 for Big Lake Township.

BACKGROUND/DISCUSSION

Recently, Staff was asked if the City can act as the pass-through entity for a portion of Big Lake Township's Federal Coronavirus Relief Funding to distribute to businesses who have been adversely affected by COVID-19. Staff had the City Attorney draft an agreement, and also verified with the City's external Auditor that this is allowed.

To receive funds, eligible businesses must apply through the Township to receive approval by October 30, 2020. If approved by the Township, the City will then distribute the awarded grant amount to the eligible business. Businesses will be subject to the City's guidelines and restrictions regarding the use of the Big Lake COVID-19 Emergency Grant Program and in compliance with the CARES Act.

FINANCIAL IMPACT

These funds will be used to offset the impact of COVID-19 to businesses.

STAFF RECOMMENDATION

Approve the Agreement to Distribute Cares Funds between the City of Big Lake and Big Lake Township for the distribution of a portion of the Township's Federal Coronavirus Relief Funds.

ATTACHMENTS

Agreement to Distribute Cares Funds

AGREEMENT TO DISTRIBUTE CARES FUNDS

This Grant Agreement ("Agreement") is made this __ day of _____, 2020, between the Township of Big Lake ("Township") and City of Big Lake ("City").

RECITALS

WHEREAS, the Township has received funds from the federal government through The CARES Act's Coronavirus Relief Fund;

WHEREAS, according to guidance from the U.S. Treasury Department the CARES Act permits units of local government to transfer funds to another unit of government, therefore, the Township is able to transfer Coronavirus Relief Funds to the City;

WHEREAS, the Township desires to use the Coronavirus Relief Funds to support local businesses that were adversely effected during the pandemic, however, the Township requests the assistance of the City to facilitate the distribution of the funds;

WHEREAS, the City previously created its own emergency grant program and has been distributing funds to local businesses in need; and

WHEREAS, only businesses approved by the Township are eligible for the Township CARES funds through the City.

ACCORDINGLY, the parties hereto agree as follows:

1. The Grant Amount. Subject to the terms and conditions of this Agreement the Township agrees to grant the City Thirty Five Thousand and no/100th Dollars ($35,000.00) ("Grant").

2. Disbursement. To receive funds, eligible businesses must apply through the Township to receive approval by October 30, 2020. Then, if approved by the Township, the City will distribute a lump sum ("Business Grant") to the eligible business. Businesses will be subject to the City's guidelines and restrictions regarding the use of the Business Grant.

3. Federal and State Compliance. This Grant to the City and subsequent Business Grants must be in compliance the CARES Act, federal guidance from the U.S. Treasury Department, and state guidance from the Minnesota Management and Budget Agency including the COVID-19 Response Accountability Office. Because both the Township and the City are responsible for appropriate use of funds either party may: reduce a particular Business Grant amount; refuse to distribute a Business Grant; or otherwise modify a Business Grant for any reason.

4. Termination. This Agreement shall terminate on November 15, 2020. Either party may terminate this Agreement at any time by providing the other party 15 days written notice. This Agreement may terminate without notice in the event of a breach by either party.

When termination occurs, the City must return any undistributed funds from this Grant to the Township.

5. Indemnification.
    a. The Township and City shall and do hereby agree to indemnify against and to hold the other party, and its officers, agents, and employees, harmless of and from any and all liability, loss, or damage that it may incur under or by reason of this Agreement, and of and from any and all claims and demands whatsoever that may be asserted against either party by reason of any alleged obligations or undertakings on its part to perform or discharge any of the terms, covenants, or agreements contained herein.
    b. This indemnification and hold harmless provision shall survive the execution, delivery, and performance of this Agreement.

6. Miscellaneous.
    a. Waiver. The performance or observance of any promise or condition set forth in this Agreement may be waived, amended, or modified only by a writing signed by the Township and the City. No delay in the exercise of any power, right, or remedy operates as a waiver thereof, nor shall any single or partial exercise of any other power, right, or remedy.
    b. Governing Law. Minnesota law, without regard to its choice-of-law provisions, governs this Agreement. Venue for all legal proceedings out of this Agreement, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Sherburne County, Minnesota.
    c. Assignments. The City may neither assign nor transfer any rights or obligations under this Agreement without the prior consent of the Township and a fully executed Assignment Agreement, executed and approved by the same parties who executed and approved this Agreement, or their successors in office.
    d. Severability. If any provision or application of this Agreement is held unlawful or unenforceable in any respect, such illegality or unenforceability shall not affect other provisions or applications that can be given effect, and this Agreement shall be construed as if the unlawful or unenforceable provision or application had never been contained herein or prescribed hereby.
    e. Notice. All notices required hereunder shall be given by depositing in the U.S. mail, postage prepaid, certified mail, return receipt requested, to the following addresses:

To City:	Attn: City Administrator Big Lake City Hall 160 Lake Street North Big Lake, MN 55309
To Township:	Attn: Town Clerk Big Lake Town Hall P.O. Box 75 Big Lake, MN 55309

f. Entire Agreement. This Agreement constitutes the complete and exclusive statement of all mutual understandings between the parties with respect to this Agreement, superseding all prior or contemporaneous proposals, communications, and understandings, whether oral or written, concerning the Grant.

g. Amendments. Any amendment to this Agreement must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original Agreement, or their successors in office.

h. Headings. The headings appearing at the beginning of the several sections contained in this Agreement have been inserted for identification and reference purposes only and shall not be used in the construction and interpretation of this Agreement.

Dated:_____, 2020. **TOWNSHIP OF BIG LAKE**

BY:_____

Bruce Aubol, Chair

ATTESTED BY: _____

Brenda Kimberly-Mass Town Clerk

Dated:_____, 2020. **CITY OF BIG LAKE**

BY: _____

Mike Wallen, Mayor

BY: _____

Clay Wilfahrt, City Administrator

AGENDA ITEM
Big Lake City Council

Prepared By: *Joel Scharf, Chief of Police*	**Meeting Date:** 10/14/2020	☐ ***Regular Agenda Item*** ☒ ***Consent Agenda Item***	***Item No.*** **6G**
Item Description: *Authorization to purchase replacement squad car, and to send three other vehicles to auction*		**Reviewed By:** *Clay Wilfahrt, City Administrator*	
		Reviewed By: *Deb Wegeleben, Finance Director*	

ACTION REQUESTED

By approving this item on the Consent Agenda, Council is approving the purchase of a 2017 Ford Expedition, and authorizing the sale by auction of a 2015 Ford Explorer, a 2009 Chevrolet Suburban, and a diesel Kawasaki Mule 4010.

BACKGROUND/DISCUSSION

On September 23rd, the 2016 Dodge Charger owned by the Big Lake Police Department was involved in a crash during the pursuit of a robbery suspect. Following the crash, the League of Minnesota Cities Trust declared the vehicle a total loss. This vehicle was purchased in March of this year for $16,900. The adjuster stated the insurance proceeds will be close to this amount, and cover removing equipment and reinstalling it into another vehicle. In lieu of a new replacement, a 2017 Ford Expedition was located at a dealer in Chicago for used police vehicles. The vehicle has low miles, and is in excellent condition. It will serve as the replacement for the vehicle lost with a negotiated cost of $17,400.

The Big Lake Police Department is also requesting authorization to dispose of by auction, a 2009 Chevrolet Suburban with 199,000 miles, and a diesel Kawasaki Mule with a snow blade. Both items were obtained from the Return to Duty Program and have served a useful purpose within the department, but are no longer needed. Their proceeds will be returned to the CIP Fund and used to offset any uncovered costs with the above vehicle replacement. Any remaining funds will be held for future needs.

We are also seeking authorization to dispose of by auction for City Hall a 2015 Ford Explorer with 113,000 miles. This vehicle has a repair need which is cost prohibitive to undertake given its projected value. In the 2021 CIP Budget, a retired 2017 Ford Explorer from the Police Department will serve as its replacement.

FINANCIAL IMPACT

A positive financial impact will occur with the purchase of a replacement vehicle, and the sale of two vehicles within the Police Department. A positive financial impact will also occur with the sale of the vehicle owned by City Hall.

STAFF RECOMMENDATION

Staff recommends Council approve the purchase of a 2017 Ford Expedition as presented, and authorize the sale of three vehicles (2 PD and 1 City Hall) at auction.

ATTACHMENTS

Invoice

CHICAGO MOTORS INC.

★ EST. 1968 ★

Invoice

Chicago Motors Inc
2553 W. CHICAGO AVE.
CHICAGO, IL 60622
Office Phone: 773-235-6500
sales@chicagomotors.com

Invoice Number: I200928330
Invoice Date: 09/28/2020
Payment Terms: Due Prior to Delivery
Invoice Amount: 17,400.00

Bill To
Big Lake Police Department
790 Minnesota Ave
Suite 100
Big Lake , MN 55309
Office Phone: 7632512985
jscharf@biglakepolice.com

Ship To
Big Lake Police Department
790 Minnesota Ave
Suite 100
Big Lake , MN 55309
Office Phone: 7632512985
jscharf@biglakepolice.com

Item Name	Quantity	Unit Price	Total
R-5310 - 2016 Ford Expedition XL 4WD 3.5L V6 Twin-Turbo EcoBoost VIN: 1FMJU1GT0GEF39449 - Mileage: 73,157 - Color: White	1.00	17,400.00	17,400.00

Comments:
TERMS AND CONDITIONS

1.Vehicles are sold AS-IS-WHERE-IS with no implied warranty or guarantee.
2. Payment will be due PRIOR to delivery.
3. Check made payable to Chicago Motors Inc.
4. Please send check via UPS or FedEx to
Chicago Motors Inc. 2553 W. Chicago Ave. Chicago, IL 60622

Subtotal: $ 17,400.00
Invoice Amount **$ 17,400.00**

9-28-20

Customer Signature & Date

Seller Signature & Date

Joel Scharf
Chief of Police
BIG LAKE POLICE DEPARTMENT
790 Minnesota Avenue
Big Lake, MN 55309
763-251-2985
jscharf@biglakepolice.com
www.biglakepolice.com

AGENDA ITEM
Big Lake City Council

Prepared By: *Joel Scharf, Chief of Police*	***Meeting Date:*** 10/14/2020	☐ ***Regular Agenda Item*** ☒ ***Consent Agenda Item***	***Item No.*** **6H**
Item Description: *Request permission to place order for (2) squad cars for 2021*		***Reviewed By:*** *Clay Wilfahrt, City Administrator*	
		Reviewed By: *Deb Wegeleben, Finance Director*	

ACTION REQUESTED

By approving this item on the Consent Agenda, Council would be authorizing the Police Department to place an order for (2) Chevrolet Tahoe Police Package Sport Utility Vehicles.

BACKGROUND/DISCUSSION

The purchase of two replacement vehicles is included in the 2021 Capitol Improvement Budget. The Big Lake Police Department operates on a replacement cycle of 2 vehicles per year for two years, then the third year one. This dedicates 5 vehicles, over a 3-year period. Each year our department drives between 170,000 and 180,000 miles in our service to the community. As a general replacement plan, our vehicles are removed from front line service at about 90-100,000 miles, they are then used in lighter duty service for another 2 years or sold to City Hall for use. This provides for a plan which serves to reduce funds spent on major repairs, allows for extended life in lighter service, and provides for a stronger resale value.

For 2021 the department is electing to purchase to sport utility vehicles (SUV). SUV's are easier on our senior officers for space and exiting and entering the vehicle. There are 3 choices for the coming year; Dodge Durango, Ford Explorer, and Chevrolet Tahoe. The price on the 2021 Tahoe has dropped considerably, at the same time because of its truck platform it provides a longer service life, stronger resale value, and more room for the officers. Currently similarly packaged Ford Police Explorers, and Chevrolet Tahoe's have a difference of $7,210 in resale value, on Kelly Blue Book the Explorer resells at $12,990, and the Tahoe at $20,200. The cost for a 2021 Chevrolet Tahoe on State Bid is $38,837, our proposal in shifting to the more expensive option is to extend its front-line service life to 110,000 miles making it a break even cost for the City and providing for a strong resale value at the end of its life.

For a comparison on the current SUV's on the State of Minnesota Bid Contract with similar options:

- Dodge Durango V8 - $34,225
- Ford Explorer V6 - $34,024
    - The new 3.3 V6 has poor feedback from departments
- Ford Explorer Hybrid - $37,319
    - The first hybrids came out in 2020, they are complex, and their durability is uncharted, but their future is promising
- Ford Explorer EcoBoost - $38,062
    - Strong feedback and preferred of the Ford Explorer options, this is a twin turbo V6
- Chevrolet Tahoe - $38,837

The requested vehicles will be purchased, and delivery taken in the 2021 Budget Year pending final approval of the 2021 City of Big Lake Capitol Improvement Budget. These vehicles will serve as replacements for 1 - 2014 Ford Police Interceptor Explorer currently assigned to Investigations and for 1 – 2016 Ford Police Interceptor Explorer which will be reassigned to City Hall.

We currently spend about $4,000 to outfit a patrol car, that is the labor and supplies in assembly, not including the equipment. Moving from outfitting every 3 years, to 4 years translates to a savings of $1,333. Patrol cars function as the offices for our officers, they spend the majority of their 2080 hours a year they work, in their patrol cars. We work diligently to find the best value to accommodate this, this means that it's not always the lowest cost, but the best long term value.

With the auto manufacturing plants out of production for an extended period of time in 2020, it is anticipated that there will be a backlog and delay in delivery of 2021 vehicles. We are making this request in an effort to be at the front of the waiting list for vehicles.

FINANCIAL IMPACT

These items are budgeted in the 2021 Capital Improvement Plan. There will be no budget impact until the 2021 Budget is finalized, and the 2021 Budget Year commences. There is a positive savings in reduced cost per item by locking into a bid at this time.

STAFF RECOMMENDATION

Approve the acceptance of the State bid on these two capitol items.

ATTACHMENTS

State Bid

Ranger Chevrolet

*To handle the dynamic load of police pursuits, Chevrolet worked with Bridgestone to develop a pursuit-rated all-season tire. **The Firestone Firehawk Pursuit tires, mounted to 20-inch steel wheels, were tested by Chevrolet at multiple race tracks and play a large role in the PPV's improved stopping distance, which has been reduced by 11 feet from 62 to 0 mph on dry surfaces compared to the 2020 model.***

*Both PPV and SSV packages benefit from the SUV's completely new design, which offers class-leading interior space. **The new Tahoe police-specific front seats provide additional hip room, allowing officers' utility belts to fit more comfortably.** 2021 Tahoe police vehicles offer 70.3 cubic feet of cargo volume behind the second-row seat, which is 18.3 cubic feet more than the next largest pursuit-rated SUV competitor. Rear door openings are now 13 percent (3.5 inches) wider than the previous generation to ease the loading of handcuffed passengers.*

The all-new independent rear suspension and longer wheelbase dramatically improve handling and ride smoothness *for both civilian and law enforcement applications, particularly on uneven pavement and unpaved surfaces. The exterior design is based on the new Tahoe Z71 trim, which features a rugged front grille, higher approach angle and front skidplate.*

2021 *Tahoe* PPV

Contact

Bob O'Hara

218-349-8955

Technology is more important than ever as officers can get work done while parked using an available 4G LTE Wi-Fi® Hotspot. Standard HD Rear Vision Camera and Rear Park Assist* can help officers prevent collisions when backing up, while standard Hitch Guidance* helps officers attach a trailer. Unlike pursuit-rated SUV competitors, **Tahoe offers an available Rear Camera Mirror* to provide a wide, less obstructed view behind the vehicle compared to a traditional rearview mirror. It is especially helpful with police cabin obstructions like cargo partitions, passengers and K9 kennels** common in police vehicles. New to 2021 Tahoe police vehicles is standard keyless entry and push-to-start ignition, which allow police officers to leave their keys on their belts for simpler and quicker use.*

New Standard feature is Protected idle allows vehicle engine to remain idling and vehicle immobilized while FOB is outside vehicle (Included and only available (9C1) Police Vehicle or (5W4) Special Service Vehicle.)A $250.00 option on Ford Utility.

Rear Air and Heat needed for K-9's. A $573.00 extra on Ford. Skid Plates are also standard a $315.00 upcharge. Dual Batteries system also standard and not available on the Utility.

All-new 10-speed transmission with on-dash button selector creates more space for emergency equipment and upfits†

Brembo™ 6-piston front brake calipers with 16-inch rotors and eBoost antilock brakes PPV only
Increased trailering capacity[3] — now 6,000 lbs. for 2WD & optional 4WD
Extensive electrical architecture to reduce upfitting[4] time

	2021 CHEVROLET TAHOE 4X4 PPV	**CK10706**		**36,966.88**
	SUSPENSION PKG			
Z56	**Suspension Package, heavy-duty, police-rated front, independent torsion bar, and stabilizer bar and rear, multi-link with coil springs (Included and only available with (9C1) Police Vehicle only.)**	**INC**	**X**	**INC**

	EMISSIONS			
FE9	Emissions, Federal requirements	STD	X	STD
	ENGINE			
L84	Engine, 5.3L EcoTec3 V8 with Dynamic Fuel Management, Direct Injection and Variable Valve Timing, includes aluminum block construction (355 hp [265 kW] @ 5600 rpm, 383 lb-ft of torque [518 Nm] @ 4100 rpm) (STD)	STD	X	STD
	TRANSMISSION			
MQC	Transmission, 10-speed automatic electronically controlled with overdrive, includes Traction Select modes including tow/haul (STD)	STD	X	STD
	GVWR			
C6H	GVWR, 7500 lbs. (3402 kg) (Standard on 4WD models with (L84) 5.3L EcoTec3 V8 engine	INC	X	INC
	AXLE			
GU5	Rear axle, 3.23 ratio	INC	X	INC
	PREFERRED EQUIPMENT GROUP			
1FL	Commercial Preferred Equipment Group Includes Standard Equipment	INC	X	INC
	WHEEL TYPE			
RNQ	20" STEEL WHEELS INCL SPARE TO MATCH	INC	X	INC
	TIRES			
XCS	ALLSEASON 275/55R20 SL 113V BW ALS 5 TIRES INCL	INC	X	INC
	SPARE TIRE			
ZAK	ALL SEASON 275-55R20 SL 113V BW ALS	INC	X	INC
	PAINT SCHEME			
ZY1	Paint scheme, solid application	$0.00	X	-

	PAINT			
GSK	Cherry Red Tintcoat (Additional charge.)	$435.60		-
GLU	Midnight Blue Metallic	$0.00		-
G9K	Satin Steel Metallic	$0.00		-
GJW	Empire Beige Metallic	$0.00		-
GJI	Shadow Gray Metallic	$0.00		-
GAZ	Summit White	$0.00		-
GBA	Black	$0.00	X	-
GS6	Graywood Metallic	$0.00		-
TGK	Victory Red Special Paint	$409.50		-
5T4	Victory Red Bumper Part to match (required with TGK red)	$220.00		-
	SEAT TYPE			
A50	Seats, front bucket, with Premium Cloth passenger seat includes power fore/aft, power recline and power lumbar, 10-way power driver seat includes 6-way power cushion, 2-way power lumbar control and power recline (Includes (AYQ) frontal and side-impact for driver and front passenger airbags and (D07) front center console. With (9C1) Police Vehicle or (5W4) Special Service Vehicle includes Cloth seats.)	$308.00		-
AZ3	Seats, front 40/20/40 split-bench with Vinyl (1FL) or Premium Cloth (1FL and 1LS), 3-passenger, includes 6-way power driver and 2 way front passenger seat adjuster, driver and front passenger power lumbar control and power reclining, center fold-down armrest with storage (includes auxiliary power outlet, USB port and input jack for audio system), storage compartments in seat cushion, adjustable outboard head restraints and storage pockets (With (9C1) Police Vehicle or (5W4) Special Service Vehicle includes lockable storage compartment.) (STD)	STD	X	STD
	SEAT TRIM			
H1T	Jet Black, cloth seat trim (Requires (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	STD	X	STD
	RADIO			

IO5	Audio system, Chevrolet Infotainment 3 system, 8" diagonal color touchscreen AM/FM stereo. Additional features for compatible phones include: Bluetooth audio streaming for 2 active devices, voice command pass-through to phone, Apple CarPlay and Android Auto capable. (STD)	STD	X	STD
	ADDITIONAL EQUIPMENT - PACKAGE			
9C1	Identifier for Police Package Vehicle includes, (K47) high-capacity air cleaner, (KX4) 250 amp high output alternator, (K6K) 760 cold-cranking amps auxiliary battery, electrical power & vehicle signals for customer connection located at the center front floor. Auxiliary battery circuit for customer connection located in the rear cargo area, (Z56) heavy-duty, police-rated suspension, front independent torsion bar, and stabilizer bar and rear, multilink with coil springs, (XCS) 275/55R20SL all-season tires, (RAV) P275/55R20 all-season spare tire, Police brakes, (RC1) front skid plate, (PXT) 20" steel wheels, Certified speedometer, SEO (5J3) Surveillance Mode interior lighting calibration, (V53) delete luggage rack side rails, (ATD) third row seat delete, (NP0) active single-speed transfer case (4WD only). *CREDIT*	INCL	X	INCL
PQA	1FL Safety Package includes (UEU) Forward Collision Alert, (UHX) Lane Keep Assist with Lane Departure Warning, (UHY) Automatic Emergency Braking, (UKJ) Front Pedestrian Braking and (UE4) Following Distance Indicator (Requires (9C1) Police Vehicle or (5W4) Special Service Vehicle. Not available with (DRZ) Rear Camera Mirror.)	$347.60		-
	ADDITIONAL EQUIPMENT - MECHANICAL			
—	Capless fuel fill (Included and only available with (9C1) Police Vehicle or (5W4) Special Service Vehicle only.)	INC	X	INC
WUA	Fascia, front high-approach angle (Included and only available with (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	INC	X	INC
—	Power supply, 100-amp, auxiliary battery, rear electrical center (Included and only available with (9C1) Police Vehicle or (5W4) Special Service Vehicle only.)	INC	X	INC
—	Power supply, 120-amp, (4) 30-amp circuit, Primary battery relay controlled, passenger compartment harness wiring (Included and only available with (9C1) Police Vehicle or (5W4) Special Service Vehicle only.)	INC	X	INC

___	Power supply, 50-amp, power supply, auxiliary battery passenger compartment wiring harness (Included and only available with (9C1) Police Vehicle or (5W4) Special Service Vehicle only.)	INC	X	INC
KX4	Alternator, 250 amps (Included and only available with (9C1) Police Vehicle or (5W4) Special Service Vehicle only.)	INC	X	INC
NQ0	Transfer case, active, single speed electronic Autotrac with rotary controls, includes neutral position for dinghy towing (Requires 4WD models. Included with (9C1) Police Vehicle, (5W4) Special Service Vehicle and (NHT) Maximum Trailering Package.)	INC	X	INC
NZZ	Skid Plate Package with (9C1) Police Vehicle or (5W4) Special Service Vehicle, includes frame-mounted shields, includes front underbody shield starting behind front bumper and running to first cross-member, protecting front underbody, oil pan, differential case and transfer case (Requires 4WD models and a Fleet or Government sales order type. Included with (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	INC	X	INC
V76	Recovery hooks, 2 front, frame-mounted, Black (Standard on 4WD Commercial models. Available on 2WD, Police and Special Service models. Required on all models going to Alaska, Guam, Hawaii, Puerto Rico and Virgin Islands. All Tahoe (9C1) and (5W4) vehicles include front fascia with recovery hook openings.)	$44.00	X	44.00
ADDITIONAL EQUIPMENT - EXTERIOR				
___	Door handles, body-color (Included and only available with (9C1) Police Vehicle or (5W4) Special Service Vehicle only.)	INC	X	INC
___	Exterior ornamentation delete (Included and only available with (9C1) Police Vehicle or (5W4) Special Service Vehicle only.)	INC	X	INC
___	Luggage rack, delete (Included and only available with (9C1) Police Vehicle or (5W4) Special Service Vehicle only.)	INC	X	INC
CWA	Rear Camera Mirror Washer (Included and only available with (DRZ) Rear Camera Mirror.) Provides Vision from back of Vehicle N?A with PQA	Req DRZ		-
DRZ	Rear Camera Mirror, inside rearview auto-dimming with full camera display (When ordered with (9C1) Police Vehicle or (5W4) Special Service Vehicle, includes (CWA) Rear Camera Mirror Washer. Not available with (PQA) 1FL Safety Package.)	$418.00		-
AKP	Glass, solar absorbing *CREDIT*	($259.60)		-

VK3	License plate front mounting package	$0.00	X	-
	ADDITIONAL EQUIPMENT - INTERIOR			
—	Instrumentation, analog with certified 150 mph speedometer (PPV), 140 mph speedometer (Special Service), odometer with trip odometer, engine hour meter, fuel level, voltmeter, engine temperature, oil pressure and tachometer (Included and only available with (9C1) Police Vehicle or (5W4) Special Service Vehicle only.)	INC	X	INC
—	Power outlets, 4 auxiliary, 12-volt includes 1 on the instrument panel, 1 in armrest, and 2 in the cargo area (Included and only available with (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	INC	X	INC
—	Theft-deterrent system, vehicle, PASS-Key III (Included and only available with (9C1) Police Vehicle or (5W4) Special Service Vehicle only.)	INC	X	INC
AMF	Remote Keyless Entry Package includes 4 additional transmitters, NOTE: programming of remotes is at customer's expense. Programming remotes is not a warranty expense (Requires (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	$66.00	X	66.00
ATD	Seat delete, third row passenger (Deletes rear storage compartment and (AP9) rear cargo net. Included with (9C1) Police Vehicle or (5W4) Special Service Vehicle.) *CREDIT*	INC	X	INC
B30	Floor covering, color-keyed carpeting	$171.60		-
B58	Floor mats, color-keyed carpeted first and second row, removable (Included and only available with (B30) color-keyed carpeting, floor covering.)	$70.40		-
BTV	Remote vehicle start	$264.00	X	264.00
D07	Console, floor with storage area, cup holders and auxiliary jack (Included and only available with (A50) front bucket seats.)	$0.00		-
	ADDITIONAL EQUIPMENT - SAFETY-MECHANICAL			
UHY	Automatic Emergency Braking (Included and only available with (PCW) Enhanced Driver Alert Package.)	Incl w/PQA		-
	ADDITIONAL EQUIPMENT - SAFETY-INTERIOR			
—	Safety belts, 3-point, driver and front passenger in all seating positions (Included and only available with (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	INC		-
UE0	OnStar, delete (Requires a Fleet or Government sales order type. *CREDIT*	($74.80)		-

UEU	Forward Collision Alert (Included and only available with (PCW) Enhanced Driver Alert Package.)	Incl w/PQA		-
UHX	Lane Keep Assist with Lane Departure Warning (Included and only available with (PCW) Enhanced Driver Alert Package.)	Incl w/PQA		-
	ADDITIONAL EQUIPMENT - LPO			
VQK	LPO, Molded splash guards (dealer-installed) (Requires (BVE) Black assist steps.)	$171.60	X	171.60
	ADDITIONAL EQUIPMENT - OTHER			
R9Y	Fleet Free Maintenance Credit. This option code provides a credit in lieu of the free oil changes, tire rotations and inspections for one maintenance service during 1st year of ownership. The invoice will detail the applicable credit. The customer will be responsible for all oil change, tire rotations and inspections costs for this vehicle. (Requires one of the following Fleet or Government order types: FBC, FBN, FCA, FCN, FEF, FLS, FNR, FRC or FGO. Not available with FDR order types.) *CREDIT*	($29.70)		-
	SPECIAL EQUIPMENT OPTIONS			
UN9	Radio Suppression Package, with ground straps (Requires (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	$83.60	X	83.60
UT7	Ground Studs, auxilary, cargo area inside liftgate opening, left and right sides (Requires (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	$96.80		-
01U	Special Paint	$0.00		-
5T4	Exterior body colored parts, Victory Red Provides Victory Red special paint WA9260 and Victory Red special painted exterior body parts in lieu of glossy Black color normally installed with special paint. Victory Red painted parts will consist of front fascia, rear bumper fascia, rear liftgate handle, and door handles. Mirrors, rear D-pillar applique and liftgate spoiler will remain Black (Requires SEO (TGK) special paint and (V76) recovery hooks.)	$220.00		-
6J3	Wiring, grille lamps and siren speakers (Requires (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	$80.96	X	80.96
6J4	Wiring, horn and siren circuit (Requires (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	$48.40	X	48.40

6J7	Flasher system, headlamp and taillamp, DRL compatible with control wire (Requires (9C1) Police Vehicle or (5W4) Special Service Vehicle. Includes SEO (5J9) taillamp flasher calibration, Red/White and SEO (5LO) taillamp flasher calibration, Red/Red.)	$44.00	X	44.00
6JG	Red/Blue Lamp Package headlamp and tail lamp, LED strobe, Red driver-side and Blue front passenger-side (Not available with SEO (6J8) White Lamp Package, SEO (6J9) Red Lamp Package or SEO (6JE) Blue Lamp Package. Requires (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	$1,584.00		-
7X3	Spotlamp, left-hand (Requires (9C1) Police Vehicle or (5W4) Special Service Vehicle. Not available with (7X7) left and right-hand spotlamps.)	$704.00	X	704.00
7X2	Spotlamps, left- and right-hand (Requires (9C1) Police Vehicle or (5W4) Special Service Vehicle. Not available with (7X6) left-hand spotlamp.)	$1,179.20		-
9V2	Exterior body colored parts, MSP Blue WA-5665. Provides font and rear fascia that will be MSP Blue, WA-5665 all other non-metal body parts will be the same as (TGK) special paint solid (Requires SEO (TGK) special paint solid and (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	$242.00		-
TGK	Special Paint, Solid, one color All normally body colored non-sheet metal parts will be gloss Black. This includes front and rear fascias, liftgate handle, 'D' Pillars, mirrors and liftgate spoiler. Door handles will be flat Black. Body-side moldings will be deleted. May require extended lead time. (Requires (01U) Special Paint with any SEO paint selection.	$374.00		-
WX7	Wiring, auxiliary speaker. For upfitter connection to front door and windshield pillar speakers. (Requires (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	$52.80		-
5T5	Seats, front cloth and second row vinyl (Not available with (A50) front bucket seats.)	$0.00	X	-
6C7	Lighting, red and white front auxiliary dome Red and white auxiliary dome lamp is located on headliner between front row seats (red is LED, white is incandescent). The auxiliary lamp is wired independently from standard dome lamp (Requires (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	$149.60	X	149.60
"6E2	Key common, complete vehicle fleet provides a single key with a specific code that is common to the door locks of all the vehicles in the vehicle fleet. Key code is an alternate to SEO (6E8) complete vehicle fleet common key. NOTE: NOT COMPATIBLE with previous model years (Requires (AMF) Remote Keyless Entry Package, (AU7) fleet common key and (9C1) Police Vehicle or (5W4) Special Service Vehicle. Not available with SEO (6E8) complete vehicle fleet common key.)	$22.00	X	22.00

"6E8	Key common, complete vehicle fleet provides a single key with a specific code that is common to the door locks of all the vehicles in the vehicle fleet. Key code is an alternate to SEO (6E2) complete vehicle fleet common key. NOTE: NOT COMPATIBLE with previous model years (Requires (AMF) Remote Keyless Entry Package, (AU7) fleet common key and (9C1) Police Vehicle or (5W4) Special Service Vehicle. Not available with SEO (6E2) complete vehicle fleet common key.)	$22.00		-
6N5	Switches, rear window inoperative (rear windows can only operate from driver's position) (Requires (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	$50.16	X	50.16
6N6	Door locks and handles, inside rear doors inoperative (doors can only be opened from outside) (Requires (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	$54.56	X	54.56
5Y1	Seats, Driver and passenger front individual seats in cloth trim Power driver and passenger bucket seats in base cloth trim. Derived from RPO (AZ3) 40-20-40 split bench seat with the 20% section removed which also removes the auxiliary power outlet, USB port and input jack for audio system. Does not include a floor console. All exposed floor area will remain untrimmed. (Requires (AZ3) 40/20/40 split bench seat, trim code (H0U) Jet Black cloth.)	$0.00	X	-
UTQ	Theft-deterrent system, content, disable the alarm and horn become non-functional in an attempt of theft to the vehicle	$44.00	X	44.00
9G8	Headlamps, Daytime Running Lamps and automatic headlamp control delete deletes standard Daytime Running Lamps and automatic headlamp control features (Requires (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	$44.00	X	44.00
NEW	Protected idle allows vehicle engine to remain idling and vehicle immobilized while FOB is outside vehicle (Included and only available (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	STD	X	STD
T53	Lamps, alternate flashing Red & Blue rear compartment lid warning (visible when liftgate is open) and controlled by momentary liftgate mounted switch or ground wire (Requires (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	$467.20		-
	TOTAL COST PER UNIT			38,837.76

AGENDA ITEM

Big Lake City Council

Prepared By: *Deb Wegeleben, Finance Director*	***Meeting Date:*** 10/14/2020	☐ ***Regular Agenda Item*** ☒ ***Consent Agenda Item***	***Item No.*** **6I**
Item Description: *Water Curb Stop Replacement Agreement for the property located at 861 Lakeshore Drive*		***Reviewed By:*** *Clay Wilfahrt, City Administrator*	
		Reviewed By: *Nick Abel, Streets & Parks Superintendent*	

ACTION REQUESTED

By approving this item on the Consent Agenda, Council would be approving the agreement for the water curb stop replacement at 861 Lakeshore Drive, between the City and the Property Owner.

BACKGROUND/DISCUSSION

Staff received the estimated costs for the water curb stop replacement at 861 Lakeshore Drive, in the amount of $7,550. Per the City Attorney suggestion, Staff reached out to the property owner to discuss the payment options for the owner's portion of the repair estimate, which is $2,000. The property owner has agreed to prepay the $2,000, after which the City will contract to have the work completed.

FINANCIAL IMPACT

The City's portion will come out of the Water Enterprise fund and a portion out of the General Fund.

STAFF RECOMMENDATION

To approve the agreement for the replacement of the water curb stop at 861 Lakeshore Drive.

ATTACHMENTS

Agreement

PUBLIC IMPROVEMENT AGREEMENT

AGREEMENT made this ___ day of _____, 2020, by and between the **CITY OF BIG LAKE,** a Minnesota municipal corporation ("City") and Debra J Nelson ("Property Owner").

RECITALS

A. Property Owner is the owner of Lot 4, Block 3, Edgewater Subdivision, Sherburne County, Minnesota, (Parcel ID 65-433-0340) having a street address of 861 Lakeshore Drive, Big Lake, Minnesota ("Subject Property").

B. The Property Owner has requested that the City repair a defective curb stop to serve the Subject Property ("Public Improvement").

C. Property Owner has received a quote for the Public Improvement.

NOW, THEREFORE, IN CONSIDERATION OF THEIR MUTUAL COVENANTS, THE PARTIES AGREE AS FOLLOWS:

1. PUBLIC IMPROVEMENT. The City has calculated the cost of the Public Improvement at $7,550.00 (the "Project Cost"). The City will pay the $5,550.00 of that cost. The property owner will pay $2,000 of that cost.

2. WAIVER. The Property Owner waives any and all procedural and substantive objections to the special assessments and to the Public Improvement including but not limited to hearing requirements and any claim that the assessment exceeds the benefit to the Subject Property. The Property Owner waives any appeal rights otherwise available pursuant to Minn. Stat. § 429.081.

3. BINDING EFFECT; RECORDING. This Agreement shall be binding upon the Property Owner and the Property Owner's successors and assigns. This Agreement shall run with the land and may be recorded against the title to the Subject Property.

4. FULL RELEASE. In consideration for this agreement, the Property Owner indemnifies, holds the City harmless from all liability. City will complete the Public Improvement on the Subject Property, the receipt and sufficiency of which is hereby acknowledged by the Owner, who hereby releases and hold harmless the City, its respective elected officials, employees, agents, contractors, and subcontractors from any and all judgments, claims, causes of action, costs, and damages resulting from or relating to the City's right of entry, the removal of landscaping, and the installation of replacement landscaping within the Property.

CITY OF BIG LAKE

BY: _____
Mike Wallen, Mayor

(SEAL)

BY: _____
Clay Wilfahrt, City Administrator

STATE OF MINNESOTA)
)ss.
COUNTY OF SHERBURNE)

The foregoing instrument was acknowledged before me this _____ day of _____, 2020, by Mike Wallen and by Clay Wilfahrt, respectively the Mayor and City Administrator of the City of Big Lake, a Minnesota municipal corporation, on behalf of the corporation pursuant to the authority granted by its City Council.

_____
Notary Public

PROPERTY OWNER:

_____
Debra J Nelson

STATE OF MINNESOTA)
)ss.
COUNTY OF SHERBURNE)

The foregoing instrument was acknowledged before me this _____ day of _____, 2020, by Debra J Nelson, the property owner of Parcel No. 65-433-0340.

_____
Notary Public

DRAFTED BY:
CAMPBELL KNUTSON, P.A.
Grand Oak Office Center I
860 Blue Gentian Road, Suite 290
Eagan, MN 55121
612-452-5000

AGENDA ITEM

Big Lake City Council

Prepared By: *Layne R. Otteson P.E.* *City Engineer/Utilities Manager, PW20-068*	***Meeting Date:*** 10/14/2020	☐ ***Regular Agenda Item*** ☒ ***Consent Agenda Item***	***Item No.*** **6J**
Item Description: *Change Order No. 3 for the 2019 Wastewater Treatment Facility Improvements*		***Reviewed By:*** *Clay Wilfahrt, City Administrator*	
		Reviewed By: *Deb Wegeleben, Finance Director*	

ACTION REQUESTED

By approving this item on the Consent Agenda, Council would be approving Change Order No. 3 to Municipal Builders, Inc. to approve work outside of the Wastewater Treatment Facility Improvement Project contract.

BACKGROUND/DISCUSSION

The project encountered changes that impact the contract amount. The completion date is not changed. All changes were recommended by the Engineering Consultant and found acceptable by City Engineer Otteson. Each of the following items corresponds with the attached Change Order No. 3.

Item No. 1

Update drawings due to wiring changes to screen and booster pump. Screen and booster pump retrofit resulted in making changes on-site. The documentation of these changes are outside the Contract, however they would update City documents providing valuable historical records for future improvements. This is a contract cost **increase** of **$400.00.**

Item No. 2

Fuel tank removal work resulted in two adjustments. The first adjustment in a cost reduction in testing by utilizing the on-site staff consultant. The second item includes removing and disposal of residuals in the tank – 25 gallons of sludge and 70 gallons of diesel. This net result is a contract cost **decrease** of **$535.50.**

Item No. 3

Delete the class 5 aggregate base and fabric from under the sidewalk. The sidewalk was designed with aggregate base and fabric to stabilize the underlying soils. However, on-site materials were found to be very suitable for use under the sidewalks without the need for aggregate base and fabric.
This is a contract cost **decrease** of **$510.63**

Item No. 4

Pumping Oxidation Ditch 1 and remove unforeseen sediment. The Contractor was to install the new connecting pipe system by core drilling through the side of the existing Ditch 2 after it drained empty. This required the floor drain to empty the ditch and a slide gate to seal off the connection to the other ditch. However, the floor drain was plugged and the existing slide gate was inoperable and open. This meant the Contractor had to pump down both ditches rather than waiting for 1 to drain. The Contractor responding immediately with pumping equipment and personnel. Once pumped down, significant sand, silt and debris

was found along the wall near the connection location and required removal. The Contractor immediately removed sediment that was obstructing the new connection and then resumed the planned connection. The unforeseen activities of pumping two oxidation ditches and cleaning took an additional day and a half. This is a contract cost **increase** of **$3,547.75.**

Item No. 5

Replace existing slide gate in oxidation ditch 2. The existing aluminum slide gate was found to be heavily corroded and parts missing. The gate is about 10 feet below surface and could not be inspected prior to the project. The gate is believed to have been installed in 1980. The function of this slide gate allows staff to isolate and drain down one of the ditches at a time for short term maintenance while allowing the plant to continue operations. Future maintenance will allow structure inspection, maintenance work and sediment removal thereby improving performance. This work includes removal of the existing slide gate assembly and installation of a new **stainless steel** slide gate assembly. It will be anchored to the existing wall using stainless steel bolts and will be identical to the slide gate installed in the new ditch. This is a contract cost **increase** of **$8,906.83.**

FINANCIAL IMPACT

The change of work is a net addition of **$11,808.45** to the project. The Contract amount will be increased to **$2,380,468.48.** The original contract amount was $2,357,400.

STAFF RECOMMENDATION

Staff recommends the City Council approve the change in work and revised contract amount. There is no impact to completion date.

ATTACHMENTS

Change Order No. 3

Change Order No. 3

CITY OF BIG LAKE
ENGINEERING DEPARTMENT
160 LAKE STREET NORTH
BIG LAKE, MN 55309

Municipal Builders, Inc. ..... October 14, 2020

17125 Roanoke St NW

Andover, MN 55304

SUBJECT: Change Order No. 2 – 2019 Wastewater Treatment Facility Improvements

Gentlemen:
You are hereby ordered, authorized, and instructed to modify your contract for the 2019 Wastewater Treatment Facility Improvements by including the following items:

Item No.	Description	Units	Quantity	Unit Price	Cost
1	Update drawings due to wiring changes to screen and booster pump	L.S.	1.00	$400.00	$400.00
2	Fuel tank removal work cost adjustment	L.S.	1.00	($535.50)	($535.50)
3	Delete class 5 aggregate base and fabric from under the sidewalk	L.S.	1.00	($510.63)	($510.63)
4	Pumping two oxidation ditches down and remove unforeseen sediment	L.S.	1.00	$3,547.75	$3,547.75
5	Replace existing slide gate in oxidation ditch 2.	L.S.	1.00	$8,906.83	$8,906.83
				Grand Total	**$11,808.45**

Submitted and approved by Layne Otteson, City Engineer, on the 14th day of October, 2020.

_____

Layne Otteson P.E., City Engineer

Approved and accepted this ____day of_____, 2020 by Municipal Builders, Inc**.**

_____

Municipal Builders, Inc. Representative

Approved and accepted this ____day of_____, 2020 by the **CITY OF BIG LAKE**

_____

Mike Wallen, Mayor

_____

Clay Wilfahrt, City Administrator

AGENDA ITEM

Big Lake City Council

Prepared By: *Greg Zurbey, Liquor Manager*	***Meeting Date:*** 10/14/2020	☐ ***Regular Agenda Item*** ☒ ***Consent Agenda Item***	***Item No.*** **6K**
Item Description: *New Hire for Part-time Liquor Clerk Mark Boeckman*		***Reviewed By:*** *Clay Wilfahrt, City Administrator*	
		Reviewed By: *Deb Wegeleben, Finance Director*	

ACTION REQUESTED

By approving this item on the Consent Agenda, Council would be approving the hire of Mark Boeckman as a Part-time Liquor clerk contingent upon a satisfactory background check.

BACKGROUND/DISCUSSION

Staff is recommending Council appoint Mark Boeckman as a Part-time Liquor Clerk/cooler person.

FINANCIAL IMPACT

Mark Boeckman would start at step one (1) of the pay scale.

STAFF RECOMMENDATION

Staff recommends hiring Mark Boeckman.

ATTACHMENTS

None

AGENDA ITEM
Big Lake City Council

Prepared By: *Joel Scharf, Chief of Police*	**Meeting Date:** 10/14/2020	☒ ***Regular Agenda Item*** ☐ ***Consent Agenda Item***	***Item No.*** **7A**
Item Description: *Donation towards the Big Lake Police Department and Big Lake Community*		**Reviewed By:** *Clay Wilfahrt, City Administrator*	
		Reviewed By: *Deb Wegeleben, Finance Director*	

ACTION REQUESTED

Motion to approve a Resolution accepting a cash donation to the Big Lake Police Department in the amount of $4,309.50 donated from the Angels Drive with Us Golf Tournament, and to authorize the donors request to pass on a portion of the donated funds to the Wave Youth Center located at 171 Lake Street North, Big Lake MN.

BACKGROUND/DISCUSSION

1. **Cash Donation** – The Big Lake Police Department received a cash donation totaling $4,309.50 from Kimberly Moffitt. The funds are proceeds from the Angels Drive with Us Golf Tournament which was held in honor of Landon and Spencer Parker, who lost their lives in a house fire in 2019. The donors requested the funds be dedicated to the Big Lake Police to utilize within the community to "pay it forward." A second request was that some of these funds be donated to the Wave Youth Center in the memory of Dylan Pishney. The Big Lake Fire Department received the same amount of funds, with the same requests. Big Lake Fire Chief Seth Hansen and I worked with the Wave Youth Center on a "wish list" which is attached. The list totaled $2,966.83, with the police department's share totaling $1,483.40. Chief Hansen and I will arrange to meet with the Wave Youth Center to present the checks for their donation.

FINANCIAL IMPACT

Positive Financial Impact upon Police Department.

STAFF RECOMMENDATION

Approve Resolution accepting donation as presented, and authorize donors request to pass on a portion of the donated funds to the Wave Youth Center located at 171 Lake Street North, Big Lake MN.

ATTACHMENTS

Donation Resolution

CITY OF BIG LAKE
MINNESOTA

A general meeting of the City Council of the City of Big Lake, Minnesota was called to order by Mayor Mike Wallen at 6:00 p.m. in the Council Chambers of City Hall, Big Lake, Minnesota, on Wednesday, October 14, 2020. The following Council Members were present: Seth Hansen, Paul Knier, Mike Wallen, and Scott Zettervall. A motion to adopt the following resolution was made by Council Member and seconded by Council Member .

BIG LAKE CITY COUNCIL
RESOLUTION NO. 2020-XX

A RESOLUTION ACCEPTING DONATIONS THAT HAVE BEEN MADE TO THE CITY OF BIG LAKE

WHEREAS, donations that are to be made to the City of Big Lake must be accepted by the City Council; and

WHEREAS, the following donation was submitted towards the City of Big Lake Police Department as follows:

1. **$4,309.50 Donation** – The Big Lake Police Department received a check in the amount of $4,309.50 from Kimberly Moffitt as identified in attached "Exhibit A". The funds are from proceeds from the Angels Drive with Us Golf Tournament which was held in honor of Landon and Spencer Parker, who lost their lives in a house fire in 2019. The donors requested the funds be dedicated to the Big Lake Police Department to utilize within the community to "pay it forward". A second request was that some of these funds be donated to the Wave Youth Center in memory of Dylan Pishney. A combined donation between Police and Fire will be presented to the Wave Youth Center with the total donation amount equaling $2,966.83 to be split 50/50 between Police and Fire. The donation to the Wave Youth Center will be used to fund computer and camera equipment as identified in attached "Exhibit B".

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Big Lake, Minnesota, to hereby accept the cash donation listed above towards the City of Big Lake Police Department in the amount of $4,309.50.

BE IT FURTHER RESOLVED that the City of Big Lake hereby authorizes the donors request to pass part of the donated funds on to the Wave Youth Center located at 171 Lake Street North, Big Lake, MN in honor of Dylan Pishney. The Police Department's portion to be presented to the Wave Youth Center is in the amount of $1,483.40.

Adopted by the Big Lake City Council this 14th day of October, 2020.

_____

Mike Wallen, Mayor

Attest:

_____

Gina Wolbeck, City Clerk

The following Council Members voted in favor:
The following Council Members voted against or abstained:

Whereupon the motion was duly passed and executed.

DRAFTED BY:
City of Big Lake
160 Lake Street North
Big Lake, MN 55309

STATE OF MINNESOTA)
)SS.
COUNTY OF SHERBURNE)

The foregoing instrument was acknowledged before me this ___ day of October, 2020 by Mike Wallen and Gina Wolbeck, the Mayor and City Clerk respectively of the City of Big Lake, a Minnesota municipal corporation, on behalf of the corporation.

_____

Notary Public

EXHIBIT A

Kimberly Moffitt

26285 Bear Road
Cushing, MN 56443

► **Big Lake Police Department**

709 Minnesota Avenue, Big Lake, MN 55309

Chief Scharf,

Please accept the following donation from the Angels Drive with Us Golf Tournament which was held in honor of our grandchildren, Landon and Spencer Parker. We are thrilled to be able to present cashier's checks to both **BLPD** and **BLFD.**

We ask that you please "pay it forward" with the funds and help other families that are in need - whether it be a monetary donation, Christmas present, gas card, etc. One request we also have is that some of the funds be donated The Wave Youth Center, 171 Lake Street North, in honor of Dylan Pishney.

Thank you for all you do. You are appreciated!

Kimberly Moffitt

EXHIBIT B

Shawn Smith Thu, Oct 1, 1:50 PM (18 hours ago)

to me <molly@thewaveyc.org>

Hey Molly! So awesome that they are paying it forward to you in Dylan's memory. Warms my heart.
So your biggest expense will always be your computer editing station.

See here - Video editing PC **1,798**.00

The next biggest will be your actual video camera setup. For simplicity I wanted to keep it as a kit.
This one comes with everything including the camera, a miniSD card, batteries. a light etc. The camera is even 4k which makes it a little future proof.

See here - 4k Camera kit **$849.00**

The last item I put in was a student subscription for all of the Adobe programs. I chose the yearly recurring because I think it was a little cheaper. Please know that this is the student price so there might be some hoops and or paperwork you guys would need to provide to get that price.
$239.88

The total for those items came to about $2,800.00. Not knowing tax, shipping etc I left a little room.

IF there is some left over I would say add a wireless mic you can plug into the camera such as
this one: Wireless Lavalier mic set **$79.95**

Hope this helps and please let me know if there's anything else I can help with.

Thanks!

Shawn

Video editing PC:	$1,798.00
4k Camera kit:	$ 849.00
Adobe programs (student subscription):	$ 239.88
Wireless Lavalier mic set:	$ 79.95
TOTAL:	$2,966.83
	X .50
BLFD donation in memory of Dylan Pishney 50%	**$ 1,483.43**

BLPD donated $1,483.40

AGENDA ITEM
Big Lake City Council

Prepared By: Joel Scharf, Chief of Police	**Meeting Date:** 10/14/2020	☒ **Regular Agenda Item** ☐ **Consent Agenda Item**	**Item No.** **7B**
Item Description: Donations towards the BLPD - Return to Duty Program		**Reviewed By:** Clay Wilfahrt, City Administrator **Reviewed By:** Deb Wegeleben, Finance Director	

ACTION REQUESTED

Motion to approve a RESOLUTION accepting donations towards the Big Lake Police Department through the U.S. Military Return to Duty Program.

BACKGROUND/DISCUSSION

The Big Lake Police Department enrolled in the U.S. Military – Return to Duty Program in October of 2018. During this time, Officer Guy Chaffee has spent considerable time looking for items which can be utilized within our department for civilian law enforcement purposes. The items which are donated through this program come free of charge, with the City of Big Lake responsible for shipping expenses and maintenance. After being utilized by the Big Lake Police Department for 12 months, they become our sole property. The Big Lake Police Department has taken delivery of the following items in 2020.

Item	Military Purchase Price	Estimated Value
• Kawasaki Mule 4010 Side by Side UTV	$16,736	$5,800
• Kawasaki Mule 550 Side by Side UTV	$16,736	$3,100
• Caterpillar Skid Steer Loader	$62,943	$45,000
• Hyster 60 Forklift	$35,604	$21,400
• Irobot by Boeing	$135,000	$10,000
• 2008 Utility Truck Humvee – 42 Miles	$188,000	$125,000
• 2016 Polaris Snowmobile – 300 Miles	$6,200	$5,100
• Night Vision PVS-24 (12)	$101,244	$60,000
• Binoculars (6)	$9,125	$4,200
• Respirator Masks PPE (12)	$7,200	$7,200
• Winter Face Masks	$298	$298
• AA Batteries (600)	$1,058	$1,058
• Law Enforcement Life Preservers (3)	$1,467	$1,467
• Cold Weather Shirts (23)	$898	$898
• Medical Scissors (20)	$221	$221

To date Officer Chaffee has acquired items with a joint value of over $445,513, and a retail cost to our military branches of $912,960. Officer Chaffee is recognized statewide for his ability to effectively utilize this program, and our most recent Federal Audit was flawless.

FINANCIAL IMPACT

Positive Financial Impact upon Police Department

STAFF RECOMMENDATION

It is requested to accept all the listed donations from the United States Government Surplus Program with a total value today of $226,933.

ATTACHMENTS

Resolution

CITY OF BIG LAKE
MINNESOTA

A general meeting of the City Council of the City of Big Lake, Minnesota was called to order by Mayor Mike Wallen at 6:00 p.m. in the Council Chambers of City Hall, Big Lake, Minnesota, on Wednesday, October 14, 2020. The following Council Members were present: Seth Hansen, Paul Knier, Mike Wallen, and Scott Zettervall. A motion to adopt the following resolution was made by Council Member and seconded by Council Member .

BIG LAKE CITY COUNCIL
RESOLUTION NO. 2020-XX

A RESOLUTION ACCEPTING DONATIONS THAT HAVE BEEN MADE TO THE CITY OF BIG LAKE

WHEREAS, donations that are to be made to the City of Big Lake must be accepted by the City Council; and

WHEREAS, the following donations were received by the City of Big Lake to the Big Lake Police Department through the U.S. Military Return to Duty Program:

Item	Military Purchase Price	Current Estimated Value
• Kawasaki Mule 4010 Side by Side UTV	$16,736	$5,800
• Kawasaki Mule 550 Side by Side UTV	$16,736	$3,100
• Caterpillar Skid Steer Loader	$62,943	$45,000
• Hyster 60 Forklift	$35,604	$21,400
• Irobot by Boeing	$135,000	$10,000
• 2008 Utility Truck Humvee – 42 Miles	$188,000	$125,000
• 2016 Polaris Snowmobile – 300 Miles	$6,200	$5,100
• Night Vision PVS-24 (12)	$101,244	$60,000
• Binoculars (6)	$9,125	$4,200
• Respirator Masks PPE (12)	$7,200	$7,200
• Winter Face Masks	$298	$298
• AA Batteries (600)	$1,058	$1,058
• Law Enforcement Life Preservers (3)	$1,467	$1,467
• Cold Weather Shirts (23)	$898	$898
• Medical Scissors (20)	$221	$221
Totaling:	**$582,730**	**$290,742**

WHEREAS, the above listed donations can be utilized within the Police Department for civilian law enforcement purposes. The items donated through this program are free of charge, with the Big Lake Police Department responsible for shipping expenses.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Big Lake, Minnesota, to hereby accept the donations listed above valued at $290,742 towards the Big Lake Police Department to be utilized for civilian law enforcement purposes.

Adopted by the Big Lake City Council this 14th day of October, 2020.

_____
Mike Wallen, Mayor

Attest:

_____
Gina Wolbeck, City Clerk

The following Council Members voted in favor:
The following Council Members voted against or abstained:

Whereupon the motion was duly passed and executed.

DRAFTED BY:
City of Big Lake
160 Lake Street North
Big Lake, MN 55309

STATE OF MINNESOTA)
)SS.
COUNTY OF SHERBURNE)

The foregoing instrument was acknowledged before me this ___ day of October, 2020 by Mike Wallen and Gina Wolbeck, the Mayor and City Clerk respectively of the City of Big Lake, a Minnesota municipal corporation, on behalf of the corporation.

_____
Notary Public

AGENDA ITEM

Big Lake City Council

Prepared By: *Joel Scharf, Chief of Police*	***Meeting Date:*** 10/14/2020	☒ ***Regular Agenda Item*** ☐ ***Consent Agenda Item***	***Item No.*** **7C**
Item Description: *Donations towards the Big Lake Police Department*		***Reviewed By:*** *Clay Wilfahrt, City Administrator*	
		Reviewed By: *Deb Wegeleben, Finance Director*	

ACTION REQUESTED

Motion to approve a Resolution accepting donations to the Big Lake Police Department as presented.

BACKGROUND/DISCUSSION

1. **$500 Donation** – The Big Lake Police Department received a check in the amount of $500 from Kenneth and Joanne Harste. The donors requested the funds be dedicated to the Big Lake Police Department Canine Unit. A card of gratitude was sent from the department to the Harste Family.
2. **$500 Donation –** The Big Lake Police Department received a check in the amount of $500 from Charles Schmidt. The donor requested the funds be utilized for projects to enhance officer safety. I met in person with Mr. Schmidt to express our gratitude.
3. **$153.20 Donation** – The Big Lake Police Department received cash totaling $153.20 from the Family of Katie Gill. The funds were generated through the operation of a lemonade stand, the donor requested the funds be given to the Big Lake Police Department. Sergeant Kucala met with the family to express our gratitude, they will be utilized for projects to enhance our officer's safety.
4. **Dock Valued at $1,000** – Donors who wished to remain anonymous from the Big Lake Community Lakes Association donated a 40-foot aluminum dock to the Big Lake Police Department. The dock will be utilized for our boat, it will be installed in the spring of 2021.

FINANCIAL IMPACT

Positive Financial Impact upon Police Department.

STAFF RECOMMENDATION

Approve Resolution accepting donations as presented.

ATTACHMENTS

Donation Resolution

CITY OF BIG LAKE
MINNESOTA

A general meeting of the City Council of the City of Big Lake, Minnesota was called to order by Mayor Mike Wallen at 6:00 p.m. in the Council Chambers of City Hall, Big Lake, Minnesota, on Wednesday, October 14, 2020. The following Council Members were present: Seth Hansen, Paul Knier, Mike Wallen, and Scott Zettervall. A motion to adopt the following resolution was made by Council Member and seconded by Council Member .

BIG LAKE CITY COUNCIL
RESOLUTION NO. 2020-XX

A RESOLUTION ACCEPTING DONATIONS THAT HAVE BEEN MADE TO THE CITY OF BIG LAKE

WHEREAS, donations that are to be made to the City of Big Lake must be accepted by the City Council; and

WHEREAS, the following donations were submitted towards the City of Big Lake Police Department as follows:

1. **$500 Donation** – The Big Lake Police Department received a check in the amount of $500 from Kenneth and Joanne Harste. The donors requested the funds be dedicated to the Big Lake Police Department Canine Unit. A card of gratitude was sent from the department to the Harste Family.

2. **$500 Donation –** The Big Lake Police Department received a check in the amount of $500 from Charles Schmidt. The donor requested the funds be utilized for projects to enhance officer safety. I met in person with Mr. Schmidt to express our gratitude.

3. **$153.20 Donation** – The Big Lake Police Department received cash totaling $153.20 from the Family of Katie Gill. The funds were generated through the operation of a lemonade stand, the donor requested the funds be given to the Big Lake Police Department. Sergeant Kucala met with the family to express our gratitude, they will be utilized for projects to enhance our officer's safety.

4. **Dock Valued at $1,000** – Donors who wished to remain anonymous from the Big Lake Community Lakes Association donated a 40-foot aluminum dock to the Big Lake Police Department. The dock will be utilized for our boat, it will be installed in the spring of 2021.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Big Lake, Minnesota, to hereby accept the donations listed above towards the City of Big Lake Police Department.

Adopted by the Big Lake City Council this 14th day of October, 2020.

_____
Mike Wallen, Mayor

Attest:

_____
Gina Wolbeck, City Clerk

The following Council Members voted in favor:
The following Council Members voted against or abstained:

Whereupon the motion was duly passed and executed.

DRAFTED BY:
City of Big Lake
160 Lake Street North
Big Lake, MN 55309

STATE OF MINNESOTA)
)SS.
COUNTY OF SHERBURNE)

The foregoing instrument was acknowledged before me this ___ day of October, 2020 by Mike Wallen and Gina Wolbeck, the Mayor and City Clerk respectively of the City of Big Lake, a Minnesota municipal corporation, on behalf of the corporation.

_____
Notary Public

AGENDA ITEM
Big Lake City Council

Prepared By: *Hanna Klimmek, Community Development Director*	***Meeting Date:*** 10/14/2020	☒ ***Regular Agenda Item*** ☐ ***Consent Agenda Item***	***Item No.*** **7D**
Item Description: *Donation Sanitizer Station from Paragon Store Fixtures*		***Reviewed By:*** *Clay Wilfahrt, City Administrator*	
		Reviewed By: *Deb Wegeleben, Finance Director*	

ACTION REQUESTED

Motion to approve a Resolution accepting a sanitizer station donation to the City of Big Lake from Paragon Store Fixtures.

BACKGROUND/DISCUSSION

Long time Big Lake business Paragon Store Fixtures has offered to donate a sanitizer station valued at $595 for use at Big Lake City Hall. The sanitizer station will be very useful at the front reception counter at City Hall as well as for use in the City Council Chamber during public meetings.

The sanitizer station comes with:

- 50 – individually wrapped face masks
- 1 – bottle hand sanitizer
- 1 – bundle of sanitizing wipes (1000/bundle)
- 1 – trash can
- includes a vinyl sticker of the City logo

FINANCIAL IMPACT

N/A

STAFF RECOMMENDATION

Approve Resolution accepting the donation as presented.

ATTACHMENTS

Donation Resolution

CITY OF BIG LAKE
MINNESOTA

A general meeting of the City Council of the City of Big Lake, Minnesota was called to order by Mayor Mike Wallen at 6:00 p.m. in the Council Chambers of City Hall, Big Lake, Minnesota, on Wednesday, October 14, 2020. The following Council Members were present: Seth Hansen, Paul Knier, Mike Wallen, and Scott Zettervall. A motion to adopt the following resolution was made by Council Member and seconded by Council Member .

BIG LAKE CITY COUNCIL
RESOLUTION NO. 2020-XX

A RESOLUTION ACCEPTING DONATIONS THAT HAVE BEEN MADE TO THE CITY OF BIG LAKE

WHEREAS, donations that are to be made to the City of Big Lake must be accepted by the City Council; and

WHEREAS, the following donation was submitted towards the City of Big Lake as follows:

1. **Sanitizer Station Donation** – Paragon Store Fixtures has offered to donate a sanitizer station valued at $595 for use at City Hall.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Big Lake, Minnesota, to hereby accept the donation listed above towards the City of Big Lake.

Adopted by the Big Lake City Council this 14th day of October, 2020.

_____
Mike Wallen, Mayor

Attest:

_____
Gina Wolbeck, City Clerk

The following Council Members voted in favor:
The following Council Members voted against or abstained:

Whereupon the motion was duly passed and executed.

DRAFTED BY:
City of Big Lake
160 Lake Street North
Big Lake, MN 55309

STATE OF MINNESOTA)
)SS.
COUNTY OF SHERBURNE)

The foregoing instrument was acknowledged before me this ___ day of October, 2020 by Mike Wallen and Gina Wolbeck, the Mayor and City Clerk respectively of the City of Big Lake, a Minnesota municipal corporation, on behalf of the corporation.

_____
Notary Public

AGENDA ITEM
Big Lake City Council

Prepared By: *Gina Wolbeck, City Clerk*	***Meeting Date:*** 10/14/2020	☒ ***Regular Agenda Item*** ☐ ***Consent Agenda Item***	***Item No.*** **7E**
Item Description: *Monthly Department Reports*		***Reviewed By:*** *Clay Wilfahrt, City Administrator*	
		Reviewed By: *N/A*	

ACTION REQUESTED

No Action Required.

BACKGROUND/DISCUSSION

Council has requested to receive verbal updates from Departments on a monthly basis. Due to the number of departments operating the City's business, verbal updates will be given by each department either at the first or second meeting of the month.

Department updates scheduled to be given at the first meeting of the month are as follows:

1. Fire Department
2. Police Department
3. Engineering/Public Works Department
4. Student Liaison

FINANCIAL IMPACT

N/A

STAFF RECOMMENDATION

N/A

ATTACHMENTS

N/A