# 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** | | | |

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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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|---|---|---|---|---|
| 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 | | |

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

| | | Check Amt | Invoice | Comment |
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| 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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| 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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| 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 | | |

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| 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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| 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 |

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| 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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|---|---|---|---|---|
| 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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|---|---|---|---|---|
| **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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|---|---|---|---|---|
| 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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|---|---|---|---|---|
| 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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|---|---|---|---|---|
| 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 |

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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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| | **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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| 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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| **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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| 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 | | |

# BIGLAKE, MN

# *Check Detail Register©

**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** | | | |

# BIGLAKE, MN

# *Check Detail Register©

**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 | | |

# *Check Detail Register©

**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**

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:

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<br>Big Lake City Hall<br>160 Lake Street North<br>Big Lake, MN 55309 |
| To Township: | Attn: Town Clerk<br>Big Lake Town Hall<br>P.O. Box 75<br>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<br>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<br>**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