

CITY OF ST. AUGUSTA CITY COUNCIL MEETING

March 4, 2014

7:00 pm

Administrative Summary

Consent Agenda - the items except the liquor license applications are included in the packet. The applicants asked to have added to agenda and will fill out application when paying and approved.

Sheriff's Report – I hope to have on Tuesday.

Building Inspector's Report – Steve's report is included in the packet.

Variance – The planning commission will meet on Monday to consider a variance request to allow an individual to build an accessory structure in his front yard. I have included the proposed resolution granting the variance in the packets.

Engineer's Report – Jon didn't give me anything specific.

Park Board Recommendation – this is an old recommendation on purchasing new playground equipment for Kiffmeyer Park. We decided to hold off in the fall, to save the sales tax. The new quote is included in the packets.

Clerk's Report –

Tax Rate Information – fyi

Plow Driver – Mark is recommending that we hire Mike Skaggs to replace Dick who had surgery as a part time plow driver.

**MINUTES OF THE CITY COUNCIL
ST. AUGUSTA, MINNESOTA
February 4, 2014**

CALL TO ORDER: The meeting was called to order by Mayor Kroll at 4:00 PM with the Pledge of Allegiance.

PRESENT: Mayor Kroll; Council Members Reinert, Schulzetenberg and Zenzen; Attorney Couri, and Clerk/Administrator McCabe. Council members Diehl was absent.

OTHERS PRESENT: Deputy Jon Lentz and Harlan Jopp.

CONSENT AGENDA: Mr. McCabe added a premise permit application for the Fire Relief association to hold a raffle as item 3H. Mayor Kroll pointed out a spelling error in the minutes and Mr. McCabe stated he has it corrected.

A motion was made to approve the consent agenda items 3A – 3H, by Mr. Reinert, second by Mr. Zenzen. Motion carried unanimously.

The following items were approved with the consent agenda:

City Council Minutes, January 7, 2014.
Bill Payable, Receipts and Treasurer's Report dated
February 4, 2014 and for Checks #16083 - #16158.
City Council Agenda, February 4, 2014.
City Council Minutes, January 21, 2014
January Animal Report
St. Wendelin One Day 3.2 Liquor License
D. Dawson attendance at MRWA Conference
B. McCabe attendance at MCFOA Conference
Relief Association Gambling Premise Permit

SHERIFF'S REPORT: Lt. Lentz was in attendance and presented the January report. He reported 45 hours were spent on contract and 3 citations issued. He reviewed call types for January and answered questions from the Council.

A motion was made to approve the report by Mr. Reinert, seconded by Mr. Zenzen. Motion carried unanimously.

BUILDING INSPECTOR'S

REPORT: Mr. McCabe presented the building inspector's report stating there were zero permits and six mechanical permits issued.

A motion was made to approve the building inspector's report as presented by Mr. Reinert seconded by Mr. Zenzen. Motion carried unanimously.

OPEN FORUM: No comments offered.

**RESOLUTION #2014-03.1 and #2014-03.2,
CONFLICT OF
INTEREST:**

A motion was made to approve Resolution #2014-03.1 by Ms. Schulzetenberg, seconded by Mr. Zenzen. Motion carried 3-0 with Mayor Kroll abstaining.

A motion was made to approve Resolution #2014-03.2 by Ms. Schulzetenberg, seconded by Mr. Reinert. Motion carried 3 – 0 with Mr. Zenzen abstaining.

**ENGINEER'S
REPORT:**

Nothing to report.

**FIRE DEPARTMENT
HIRING**

RECOMMENDATION: Mr. McCabe explained the recommendation of the interview committee. He stated the committee recommended conditional offers to three individuals. Ms. Schulzetenberg inquired about the cost of training and wondered

A motion was made to make conditional offers to the three individuals by Ms. Schulzetenberg, seconded by Mr. Reinert. Motion carried unanimously.

**FIRE HALL OUTDOOR
LIGTH FIXTURES:**

Two estimates were provided to install new LED lights on the outside of the fire hall. There was discussion on the rebate that would be offered on the fixtures from Stearns Electric. Mayor Kroll stated the two offers are similar with a slight in wattage of the two different fixtures.

A motion was made to approve the quote from Design Electric by Mr. Zenzen, seconded by Ms. Schulzetenberg. Motion carried unanimously.

**COUNCIL MEMBER
PURVIEW:**

Ms. Schulzetenberg wondered what we are doing about our open commission positions. Mr. McCabe stated they would be posted on our new website.

Mr. Zenzen wondered about the sales tax discussion held at the area cities meeting. Mr. McCabe explained discussion from a meeting with area administrators and stated Flaherty and Hood will be looking at the language in the statute and Briggs and Morgan will offer an opinion as to

how the ballot language must be presented. Mr. Couri offered his opinion on how the language in the ballot can be vague.

Mayor Kroll indicated there is a used air compressor (5hp, 80 gallon) for sale that the fire department would like to purchase. He suggested if they really want it the relief association can use their funds to purchase.

**CITY ADMINISTRATOR
REPORT:**

Mr. McCabe presented Resolution #2014 – 05, Joint Legislative Issues. He briefly discussed the traffic enforcement camera issue and Mr. Couri explained the MN Supreme Court ruled these unconstitutional. Consensus was to remove based on the unconstitutional nature of the issue. Ms. Schulzetenberg also questioned the bonding requests. Mr. Zenzen wondered about administrative authority item. Mayor Kroll wondered about the Wobegon Trail extension in the bonding request.

A motion was made to approve Resolution #2014-05 removing item number 17 by Mr. Zenzen, seconded by Ms. Schulzetenberg. Motion carried unanimously.

Mr. McCabe reported we had an accident between a snow plow and a car that was following too closely.

Mr. McCabe reported Stearns County is going to seal coat County Road 115 and wondered if we wanted to seal coat the shoulders

ADJOURMENT: A motion was made to adjourn at 5:35pm by Mr. Reinert seconded by Ms. Schulzetenberg. Meeting Adjourned.

Approved this _____ day of March, 2014.

BJ Kroll, Mayor

Attest:

William R. McCabe, Clerk/Administrator

*Receipt Book

Refer	Account	Last Dim Descr	Amount	Tran Date	Comments	Batch Name
7828 R	605-43160-3740	Electricity Sales	\$14.98	2/11/2014	EU - Feb 14 rcpts	2 3 14 rct
7828 R	601-49400-3710	Water Sales	\$463.76	2/11/2014	water dept - Feb 14 rcpts	2 3 14 rct
7828 R	602-49450-3720	Sewer Sales	\$605.30	2/11/2014	sewer dept - Feb 14 rcpts	2 3 14 rct
7828 R	606-49450-3728	Sewer Replacement Fund	\$26.99	2/11/2014	SRF - Feb 14 rcpts	2 3 14 rct
7829 R	101-41000-3210	Business Licenses/Permits	\$20.00	2/11/2014	general - A. Tolman one day liquor li	2 5 14 rct
7830 R	101-41000-3221	Building Permits	\$66.88	2/11/2014	general - RNB Construction	2 5 14 rct
7831 R	101-41000-3340	Gas Franchise Fee	\$4,138.77	2/11/2014	general - Xcel Energy franchise fee	2 5 14 rct
7832 R	101-41000-3340	Electric Permits	\$70.00	2/11/2014	general - Birchwood Electric	2 5 14 rct
7833 R	101-41000-3221	Building Permits	\$54.50	2/11/2014	general - Augusta Plmb	2 5 14 rct
7834 R	101-41000-3225	Park Shelter Rental	\$150.00	2/11/2014	general - S. Harren shelter rental	2 5 14 rct
7834 R	101-41000-3103	Sales Tax	\$5.35	2/11/2014	general - tax on shelter rental	2 5 14 rct
7835 R	101-41000-3340	Electric Permits	\$75.00	2/11/2014	general - Select Electric	2 5 14 rct
7836 R	605-43160-3740	Electricity Sales	\$9.77	2/11/2014	EU - Feb 14 rcpts	2 5 14 rct
7836 R	602-49450-3720	Sewer Sales	\$520.50	2/11/2014	sewer dept - Feb 14 rcpts	2 5 14 rct
7836 R	601-49400-3710	Water Sales	\$395.54	2/11/2014	water dept - Feb 14 rcpts	2 5 14 rct
7836 R	601-49400-3130	General Sales and Use Tax	\$3.74	2/11/2014	water dept - Feb 14 rcpts	2 5 14 rct
7836 R	606-49450-3728	Sewer Replacement Fund	\$23.35	2/11/2014	SRF - Feb 14 rcpts	2 5 14 rct
7837 R	101-41000-3221	Building Permits	\$54.50	2/11/2014	general - H&S Htg	2 10 014 rct
7838 R	101-42270-3620	Miscellaneous Revenues	\$100.06	2/11/2014	general - Medica (overpymt refund)	2 10 014 rct
7839 R	101-41000-3410	Zoning and Subdivision Fees	\$750.00	2/11/2014	general - variance app fees M. Spen	2 10 014 rct
7840 R	101-41000-3340	Electric Permits	\$685.75	2/11/2014	general - MinnVolt Electric	2 10 014 rct
7841 R	101-41000-3221	Building Permits	\$49.50	2/11/2014	general - El-Jay	2 10 014 rct
7842 R	605-43160-3740	Electricity Sales	\$33.99	2/11/2014	EU - Feb 14 rcpts	2 10 014 rct
7842 R	601-49400-3710	Water Sales	\$1,641.66	2/11/2014	water dept - Feb 14 rcpts	2 10 014 rct
7842 R	606-49450-3728	Sewer Replacement Fund	\$93.98	2/11/2014	SRF - Feb 14 rcpts	2 10 014 rct
7842 R	601-49400-3130	General Sales and Use Tax	\$3.30	2/11/2014	water dept - Feb 14 rcpts	2 10 014 rct
7842 R	602-49450-3720	Sewer Sales	\$2,122.65	2/11/2014	sewer dept - Feb 14 rcpts	2 10 014 rct
7843 R	101-41000-3410	Assessment Search Fees	\$5.00	2/20/2014	general - Heartland Title	2 11 14 rct
7844 R	101-41000-3221	Building Permits	\$5.00	2/20/2014	general - El Jay	2 11 14 rct
7845 R	601-49400-3130	General Sales and Use Tax	\$1.75	2/20/2014	water dept - Feb 14 rcpts	2 11 14 rct
7845 R	605-43160-3740	Electricity Sales	\$20.37	2/20/2014	EU - Feb 14 rcpts	2 11 14 rct
7845 R	601-49400-3710	Water Sales	\$698.49	2/20/2014	water dept - Feb 14 rcpts	2 11 14 rct
7845 R	606-49450-3728	Sewer Replacement Fund	\$39.70	2/20/2014	SRF - Feb 14 rcpts	2 11 14 rct
7845 R	602-49450-3720	Sewer Sales	\$950.52	2/20/2014	sewer dept - Feb 14 rcpts	2 11 14 rct
7846 R	601-49400-3710	Water Sales	\$3.85	2/20/2014	water dept - Feb 14 rcpts	2 14 14 rct
7846 R	602-49450-3720	Sewer Sales	\$579.80	2/20/2014	sewer dept - Feb 14 rcpts	2 14 14 rct
7846 R	605-43160-3740	Electricity Sales	\$9.43	2/20/2014	EU - Feb ,14 rcpts	2 14 14 rct
7846 R	606-49450-3728	Sewer Replacement Fund	\$21.07	2/20/2014	SRF - Feb 14 rcpts	2 14 14 rct
7846 R	601-49400-3710	Water Sales	\$442.66	2/20/2014	water dept - Feb 14 rcpts	2 14 14 rct
7847 R	101-41000-3340	Electric Permits	\$76.00	2/20/2014	general - E. Vongaisoon	2 13 14 rct
7849 R	101-41000-3103	Sales Tax	\$5.35	2/20/2014	general - tax on shelter rental	2 13 14 rct
7849 R	101-41000-3225	Park Shelter Rental	\$150.00	2/20/2014	general - M. Kirtz	2 13 14 rct
7850 R	601-49400-3130	General Sales and Use Tax	\$3.63	2/20/2014	water dept - Feb 14 rcpts	2 13 14 rct
7850 R	601-49400-3710	Water Sales	\$818.44	2/20/2014	water dept - Feb 14 rcpts	2 13 14 rct
7850 R	602-49450-3720	Sewer Sales	\$1,070.52	2/20/2014	sewer dept - Feb 14 rcpts	2 13 14 rct
7850 R	606-49450-3728	Sewer Replacement Fund	\$49.28	2/20/2014	SRF - Feb 14 rcpts	2 13 14 rct
7850 R	605-43160-3740	Electricity Sales	\$10.00	2/20/2014	EU - Feb 14 rcpts	2 13 14 rct
7851 R	605-43160-3740	Electricity Sales	\$32.70	2/20/2014	EU - Feb 14 rcpts	2 18 14 rct
7851 R	601-49400-3710	Water Sales	\$1,279.78	2/20/2014	water dept - Feb 14 rcpts	2 18 14 rct
7851 R	606-49450-3728	Sewer Replacement Fund	\$70.13	2/20/2014	SRF - Feb 14 rcpts	2 18 14 rct
7851 R	602-49450-3720	Sewer Sales	\$1,714.62	2/20/2014	sewer dept - Feb 14 rcpts	2 18 14 rct

*Receipt Book

Refer	Account	Last Dim Descr	Amount	Tran Date	Comments	Batch Name
7852 R	101-41000-3410	Assessment Search Fees	\$5.00	2/25/2014	general - Bohnsack Law	2 19 14 rct
7853 R	450-41000-3340	Cable TV Franchise Fee	\$485.11	2/20/2014	CIP - Midcontinent Communications	2 19 14 rct
7854 R	601-49400-3710	Water Sales	\$1,127.88	2/20/2014	water dept - Feb 14 rcpts	2 19 14 rct
7854 R	601-49400-3130	General Sales and Use Tax	\$47.20	2/20/2014	water dept - Feb 14 rcpts	2 19 14 rct
7854 R	605-43160-3740	Electricity Sales	\$11.98	2/20/2014	EU - Feb 14 rcpts	2 19 14 rct
7854 R	606-49450-3728	Sewer Replacement Fund	\$80.79	2/20/2014	SRF - Feb 14 rcpts	2 19 14 rct
7854 R	602-49450-3720	Sewer Sales	\$1,767.48	2/20/2014	sewer dept - Feb 14 rcpts	2 19 14 rct
7855 R	101-41000-3340	Electric Permits	\$35.00	2/20/2014	general - N. Oehslen	2 20 14 rct
7856 R	606-49450-3728	Sewer Replacement Fund	\$60.07	2/20/2014	SRF - Feb 14 rcpts	2 20 14 rct
7856 R	605-43160-3740	Electricity Sales	\$27.83	2/20/2014	EU - Feb 14 rcpts	2 20 14 rct
7856 R	601-49400-3130	General Sales and Use Tax	\$8.55	2/20/2014	water dept - Feb 14 rcpts	2 20 14 rct
7856 R	601-49400-3710	Water Sales	\$1,003.73	2/20/2014	water dept - Feb 14 rcpts	2 20 14 rct
7856 R	602-49450-3720	Sewer Sales	\$1,332.10	2/20/2014	sewer dept - Feb 14 rcpts	2 20 14 rct
7857 R	605-43160-3740	Electricity Sales	\$17.17	2/25/2014	EU - Feb 14 rcpts	2 21 14 rct
7857 R	601-49400-3130	General Sales and Use Tax	\$11.17	2/25/2014	water dept - Feb 14 rcpts	2 21 14 rct
7857 R	606-49450-3728	Sewer Replacement Fund	\$40.53	2/25/2014	SRF - Feb 14 rcpts	2 21 14 rct
7857 R	602-49450-3720	Sewer Sales	\$923.97	2/25/2014	sewer dept - Feb 14 rcpts	2 21 14 rct
7857 R	601-49400-3710	Water Sales	\$708.74	2/25/2014	water dept - Feb 14 rcpts	2 21 14 rct
7858 R	605-43160-3740	Electricity Sales	\$15.91	2/25/2014	EU - Feb 14 rcpts	2 22 14 rct
7858 R	606-49450-3728	Sewer Replacement Fund	\$28.75	2/25/2014	SRF - Feb 14 rcpts	2 22 14 rct
7858 R	602-49450-3720	Sewer Sales	\$588.10	2/25/2014	sewer dept - Feb 14 rcpts	2 22 14 rct
7858 R	601-49400-3710	Water Sales	\$441.22	2/25/2014	water dept - Feb 14 rcpts	2 22 14 rct
7858 R	601-49400-3130	General Sales and Use Tax	\$9.06	2/25/2014	water dept - Feb 14 rcpts	2 22 14 rct
7859 R	602-49450-3720	Sewer Sales	\$2,114.17	2/25/2014	sewer dept - Feb 14 rcpts	2 24 14 rct
7859 R	601-49400-3710	Water Sales	\$1,603.55	2/25/2014	water dept - Feb 14 rcpts	2 24 14 rct
7859 R	605-43160-3740	Electricity Sales	\$48.18	2/25/2014	EU - Feb 14 rcpts	2 24 14 rct
7859 R	606-49450-3728	Sewer Replacement Fund	\$95.57	2/25/2014	SRF - Feb 14 rcpts	2 24 14 rct
7860 R	101-41000-3340	Electric Permits	\$40.00	2/25/2014	general - Birchwood Electric	2 25 14 rct
7862 R	601-49400-3710	Water Sales	\$945.88	2/25/2014	water dept - Feb 14 rcpts	2 25 14 rct
7862 R	602-49450-3720	Sewer Sales	\$1,209.17	2/25/2014	sewer dept - Feb 14 rcpts	2 25 14 rct
7862 R	606-49450-3728	Sewer Replacement Fund	\$58.29	2/25/2014	SRF - Feb 14 rcpts	2 25 14 rct
7862 R	601-49400-3130	General Sales and Use Tax	\$16.25	2/25/2014	water dept - Feb 14 rcpts	2 25 14 rct
7862 R	605-43160-3740	Electricity Sales	\$24.00	2/25/2014	EU - Feb 14 rcpts	2 25 14 rct
7863 R	450-41000-3130	General Sales and Use Tax	\$16,920.45	2/25/2014	CIP - December advance 2013	2 25 14 rcct
7863 R	450-41000-3100	General Property Taxes	\$1,411.77	2/25/2014	CIP - Nov final 2013	2 25 14 rcct
7864 R	602-49450-3720	Sewer Sales	\$873.25	2/25/2014	sewer dept - Feb 14 rcpts	2 25 14 rcct
7864 R	606-49450-3728	Sewer Replacement Fund	\$40.35	2/25/2014	SRF - Feb 14 rcpts	2 25 14 rcct
7864 R	605-43160-3740	Electricity Sales	\$5.78	2/25/2014	EU - Feb 14 rcpts	2 25 14 rcct
7864 R	601-49400-3130	General Sales and Use Tax	\$8.99	2/25/2014	water dept - Feb 14 rcpts	2 25 14 rcct
7864 R	601-49400-3710	Water Sales	\$664.37	2/25/2014	water dept - Feb 14 rcpts	2 25 14 rcct
7865 R	601-49400-3710	Water Sales	\$634.94	2/27/2014	water dept - Feb 14 rcpts	2 26 14 rct
7865 R	605-43160-3740	Electricity Sales	\$14.22	2/27/2014	EU - Feb 14 rcpts	2 26 14 rct
7865 R	606-49450-3728	Sewer Replacement Fund	\$38.31	2/27/2014	SRF - Feb 14 rcpts	2 26 14 rct
7865 R	602-49450-3720	Sewer Sales	\$841.65	2/27/2014	sewer dept - Feb 14 rcpts	2 26 14 rct
7866 R	101-41000-3500	Fines and Forfeits	\$549.70	2/27/2014	general - Jan 14 court fees	Feb 14 misde
Grand Total			\$57,174.09			

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*Check Summary Register©

February 2014 to March 2014

Name	Check Date	Check Amt	
10100 STATE BANK OF KIMBAL			
Paid Chk# 016166 DAWSON, DANIEL D	2/13/2014	\$1,170.71	
Paid Chk# 016167 KIFFMEYER, MARK G.	2/13/2014	\$1,211.24	
Paid Chk# 016168 LOMMEL, GLEN F.	2/13/2014	\$43.09	
Paid Chk# 016169 McCABE, WILLIAM R.	2/13/2014	\$2,191.79	
Paid Chk# 016170 RASMUSON, TERESA M.	2/13/2014	\$737.80	
Paid Chk# 016171 SCHLUETER, STEVEN F.	2/13/2014	\$151.89	
Paid Chk# 016172 DAWSON, DANIEL D	2/13/2014	\$1,248.87	
Paid Chk# 016173 ING LIFE INSURANCE	2/13/2014	\$50.00	g - pay 4 14 def comp
Paid Chk# 016174 PERA	2/13/2014	\$1,074.75	PERA Coordinated
Paid Chk# 016175 BILL MCCABE	2/13/2014	\$281.00	g - McCabe flex (dental)
Paid Chk# 016176 BILL MCCABE	2/26/2014	\$127.58	g - McCabe (3 co-pays/1 rx)
Paid Chk# 016177 DAWSON, DANIEL D	2/27/2014	\$1,170.71	
Paid Chk# 016178 KIFFMEYER, MARK G.	2/27/2014	\$1,211.24	
Paid Chk# 016179 LOMMEL, GLEN F.	2/27/2014	\$162.12	
Paid Chk# 016180 McCABE, WILLIAM R.	2/27/2014	\$2,191.79	
Paid Chk# 016181 RASMUSON, TERESA M.	2/27/2014	\$849.29	
Paid Chk# 016182 SCHLUETER, STEVEN F.	2/27/2014	\$175.78	
Paid Chk# 016183 VOIGT, CHARLES	2/27/2014	\$96.97	
Paid Chk# 016184 ING LIFE INSURANCE	2/27/2014	\$50.00	g - pay 5 14 def comp
Paid Chk# 016185 PERA	2/27/2014	\$1,100.24	PERA Coordinated
Paid Chk# 016186 BILL MCCABE	2/27/2014	\$66.21	g - 1 rx (Walgreens)
Paid Chk# 016187 AFLAC	3/4/2014	\$404.00	g - employee paid health insur
Paid Chk# 016188 CENTER POINT ENERGY	3/4/2014	\$690.97	fire dept - Jan 14 gas usage
Paid Chk# 016189 CITESCAPE LLC	3/4/2014	\$39.99	fire dept - internet
Paid Chk# 016190 CROTEAU PLUMBING	3/4/2014	\$700.00	water dept - thaw pipes at 245
Paid Chk# 016191 DHIA LABORATORIES	3/4/2014	\$506.00	sewer dept - sample #192232
Paid Chk# 016192 FASTENAL COMPANY	3/4/2014	\$6.89	fire dept - supplies
Paid Chk# 016193 GJ ENTERPRISES	3/4/2014	\$2,854.96	TIF- 2nd half tax settlement p
Paid Chk# 016194 GOPHER STATE ONE-CALL	3/4/2014	\$4.35	sewer dept - locate tickets
Paid Chk# 016195 INTEGRA	3/4/2014	\$259.20	fire dept - phone at fire hal
Paid Chk# 016196 KNIFE RIVER	3/4/2014	\$593.88	pw dept - clean sand
Paid Chk# 016197 LAND O AKES OIL & PROPANE	3/4/2014	\$1,088.10	pw dept - diesel tank fill
Paid Chk# 016198 MARK KIFFMEYER	3/4/2014	\$99.15	pw dept - fill city truck gaso
Paid Chk# 016199 MN DEPT OF HEALTH	3/4/2014	\$653.00	water dept - 1st qtr connectio
Paid Chk# 016200 NEXTEL	3/4/2014	\$109.61	pw dept - phones
Paid Chk# 016201 NORTH AMERICAN SALT CO.	3/4/2014	\$2,109.74	pw dept - bulk hwy coarse
Paid Chk# 016202 PREFERRED ONE	3/4/2014	\$2,339.35	general - city paid health ins
Paid Chk# 016203 QUALITY CLEANERS	3/4/2014	\$61.74	fire dept - Butch Stang laundr
Paid Chk# 016204 SCHWAAB INC	3/4/2014	\$83.89	general - notary stamp/stamp p
Paid Chk# 016205 SMITH SCHAFFER	3/4/2014	\$2,250.00	general - auditing services
Paid Chk# 016206 ST CLOUD TRUCK SALES	3/4/2014	\$37,624.88	TIF- 2nd half tax settlement p
Paid Chk# 016207 ST. AUGUSTA MINI-SERV	3/4/2014	\$2,644.15	pw dept - Jan 14 fuel city veh
Paid Chk# 016208 STEARNS ELECTRIC ASSOCIATI	3/4/2014	\$1,529.35	EU - Emerald Ponds Jan 14
Paid Chk# 016209 TRI-COUNTY HUMANE SOCIETY	3/4/2014	\$239.75	general - 4th qtr room and boa
Paid Chk# 016210 UNITED STATES POSTAL SERVI	3/4/2014	\$220.00	general - renewal of permit #1
Paid Chk# 016211 ZIEGLER	3/4/2014	\$133.23	pw dept - supplies

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February 2014 to March 2014

Name	Check Date	Check Amt	
Paid Chk# 016212 TABATT, MICHAEL A.	2/28/2014	\$286.28	
Paid Chk# 016213 VOELKER, ARTHUR H.	2/28/2014	\$406.10	
Paid Chk# 016214 MN DEPT OF REVENUE	2/28/2014	\$610.59	emp pd state taxes
Paid Chk# 016215 ADVANCED DISPOSAL ST CLOU	3/4/2014	\$141.93	general - garbage pick up city
Paid Chk# 016216 AUTO VALVE ST. CLOUD	3/4/2014	\$86.95	pw dept - supplies
Paid Chk# 016217 BATTERIES & BULBS	3/4/2014	\$84.96	fire dept - batteries
Paid Chk# 016218 CITY OF ST. AUGUSTA	3/4/2014	\$61.21	general - city hall sewer/wate
Paid Chk# 016219 CITY OF ST. CLOUD	3/4/2014	\$12,268.68	sewer dept - Jan 14 treatment/
Paid Chk# 016220 COURI & RUPPE PLLP	3/4/2014	\$525.00	general - general services
Paid Chk# 016221 CW TECHNOLOGY	3/4/2014	\$49.95	general - remote backup
Paid Chk# 016222 DARREL NEMETH INC	3/4/2014	\$1,275.64	general - Feb 14 inspections
Paid Chk# 016223 DHIA LABORATORIES	3/4/2014	\$54.00	sewer dept - sample #195455
Paid Chk# 016224 KNIFE RIVER	3/4/2014	\$374.70	pw dept - clean sand
Paid Chk# 016225 MIDCONTINENT COMMUNICATI	3/4/2014	\$95.00	general - city hall internet
Paid Chk# 016226 MIDSTATE INSP SERVICES INC	3/4/2014	\$1,039.46	general - Feb 14 bldg inspecti
Paid Chk# 016227 MN DEPT OF REVENUE	3/4/2014	\$402.00	general - Jan/Feb 14 sales tax
Paid Chk# 016228 SMITH SCHAFFER	3/4/2014	\$9,850.00	general - 2013 auditing servic
Paid Chk# 016229 TRAUT COMPANIES	3/4/2014	\$40.00	water dept - sample #'s 140217
Paid Chk# 016230 WELLS FARGO	3/4/2014	\$1,212.00	CIP - fire dept smoke machine
Paid Chk# 016231 XCEL ENERGY	3/4/2014	\$751.33	fire dept - Feb 14 usage
Paid Chk# 016232 ZIEGLER	3/4/2014	\$77.15	pw dept - supplies
	Total Checks	\$102,302.18	

FILTER: None

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March 2014

			Check Amt	Invoice	Comment
10100 STATE BANK OF KIMBAL					
Paid Chk#	016215	3/4/2014	ADVANCED DISPOSAL - ST CLOUD		
E 101-42270-384	Refuse/Garbage Disposal		\$31.29	G2000134076	fire dept - garbage pick up
E 101-41000-384	Refuse/Garbage Disposal		\$110.64	G2000134076	general - garbage pick up city hall
Total	ADVANCED DISPOSAL - ST CLOUD		\$141.93		
Paid Chk#	016216	3/4/2014	AUTO VALVE ST. CLOUD		
E 101-41130-220	Repair/Maint Supply		\$86.95	ID7119980	pw dept - supplies
Total	AUTO VALVE ST. CLOUD		\$86.95		
Paid Chk#	016217	3/4/2014	BATTERIES & BULBS		
E 101-42270-220	Repair/Maint Supply		\$84.96	036-347042	fire dept - batteries
Total	BATTERIES & BULBS		\$84.96		
Paid Chk#	016218	3/4/2014	CITY OF ST. AUGUSTA		
E 101-41000-736	city halls sewer/water expense		\$61.21		general - city hall sewer/water
Total	CITY OF ST. AUGUSTA		\$61.21		
Paid Chk#	016219	3/4/2014	CITY OF ST. CLOUD		
E 601-49400-312	Water/Contract Services		\$8,927.55	51450	water dept - Jan 14 charges
E 602-49450-313	Sewer/Contract Services		\$3,341.13	51450	sewer dept - Jan 14 treatment/conveyance charges
Total	CITY OF ST. CLOUD		\$12,268.68		
Paid Chk#	016220	3/4/2014	COURI & RUPPE PLLP		
E 101-41000-304	Legal Fees		\$525.00		general - general services
Total	COURI & RUPPE PLLP		\$525.00		
Paid Chk#	016221	3/4/2014	CW TECHNOLOGY		
E 101-41000-300	support services		\$49.95	CW21919	general - remote backup
Total	CW TECHNOLOGY		\$49.95		
Paid Chk#	016222	3/4/2014	DARREL NEMETH INC		
E 101-41220-300	support services		\$1,275.64		general - Feb 14 inspections
Total	DARREL NEMETH INC		\$1,275.64		
Paid Chk#	016223	3/4/2014	DHIA LABORATORIES		
E 602-49450-316	Sample Analysis		\$54.00	195455	sewer dept - sample #195455
Total	DHIA LABORATORIES		\$54.00		
Paid Chk#	016224	3/4/2014	KNIFE RIVER		
E 101-41130-224	Street Maint Materials		\$374.70	327839	pw dept - clean sand
Total	KNIFE RIVER		\$374.70		
Paid Chk#	016225	3/4/2014	MIDCONTINENT COMMUNICATIONS		
E 101-41000-323	Internet		\$95.00		general - city hall internet
Total	MIDCONTINENT COMMUNICATIONS		\$95.00		
Paid Chk#	016226	3/4/2014	MIDSTATE INSP SERVICES INC		
E 101-41220-300	support services		\$1,039.46		general - Feb 14 bldg inspections
Total	MIDSTATE INSP SERVICES INC		\$1,039.46		
Paid Chk#	016227	3/4/2014	MINNESOTA DEPT OF REVENUE		
E 601-49400-113	State Sales Tax		\$230.00		water dept - Jan/Feb 14 sales tax
E 101-41000-113	State Sales Tax		\$172.00		general - Jan/Feb 14 sales tax
Total	MINNESOTA DEPT OF REVENUE		\$402.00		

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March 2014

			Check Amt	Invoice	Comment
Paid Chk#	016228	3/4/2014	SMITH SCHAFER		
E	101-41000-207	Auditing Services	\$9,850.00	14019	general - 2013 auditing services
		Total SMITH SCHAFER	\$9,850.00		
Paid Chk#	016229	3/4/2014	TRAUT COMPANIES		
E	601-49400-316	Sample Analysis	\$40.00	265134	water dept - sample #'s 140217-140218
		Total TRAUT COMPANIES	\$40.00		
Paid Chk#	016230	3/4/2014	WELLS FARGO		
E	450-42270-430	Miscellaneous	\$1,212.00		CIP - fire dept smoke machine
		Total WELLS FARGO	\$1,212.00		
Paid Chk#	016231	3/4/2014	XCEL ENERGY		
E	101-42270-387	Fire Dept Utilities	\$751.33	403039321	fire dept - Feb 14 usage
		Total XCEL ENERGY	\$751.33		
Paid Chk#	016232	3/4/2014	ZIEGLER		
E	101-41130-220	Repair/Maint Supply	\$77.15	PC080400199	pw dept - supplies
		Total ZIEGLER	\$77.15		
	10100	STATE BANK OF KIMBAL	\$28,389.96		

Fund Summary

10100 STATE BANK OF KIMBAL	
101 GENERAL FUND	\$14,585.28
450 CAPITAL PROJECT FUND	\$1,212.00
601 WATER FUND	\$9,197.55
602 SEWER FUND	\$3,395.13
	\$28,389.96

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March 2014

			Check Amt	Invoice	Comment
10100 STATE BANK OF KIMBAL					
Paid Chk#	016187	3/4/2014	AFLAC		
G 101-21710	Other Deductions		\$244.80	655953	g - employee paid health insurance
G 601-21710	Other Deductions		\$79.60	655953	g - employee paid health insurance
G 602-21710	Other Deductions		\$79.60	655953	g - employee paid health insurance
Total AFLAC			\$404.00		
Paid Chk#	016188	3/4/2014	CENTER POINT ENERGY		
E 101-42270-387	Fire Dept Utilities		\$690.97		fire dept - Jan 14 gas usage
Total CENTER POINT ENERGY			\$690.97		
Paid Chk#	016189	3/4/2014	CITESCAPE LLC		
E 101-42270-323	Internet		\$39.99	77669	fire dept - internet
Total CITESCAPE LLC			\$39.99		
Paid Chk#	016190	3/4/2014	CROTEAU PLUMBING		
E 601-49400-430	Miscellaneous		\$350.00	8212	water dept - thaw pipes at 2386 Topaz Street
E 601-49400-430	Miscellaneous		\$350.00	8233	water dept - thaw pipes at 24562 County Road 75
Total CROTEAU PLUMBING			\$700.00		
Paid Chk#	016191	3/4/2014	DHIA LABORATORIES		
E 602-49450-316	Sample Analysis		\$182.00	192232	sewer dept - sample #192232
E 602-49450-316	Sample Analysis		\$54.00	193187	sewer dept - sample #193187
E 602-49450-316	Sample Analysis		\$270.00	194154	sewer dept - sample #194154
Total DHIA LABORATORIES			\$506.00		
Paid Chk#	016192	3/4/2014	FASTENAL COMPANY		
E 101-42270-220	Repair/Maint Supply		\$2.27	MNSTC22929	fire dept - supplies
E 101-41130-220	Repair/Maint Supply		\$4.62	MNSTC22936	pw dept - supplies
Total FASTENAL COMPANY			\$6.89		
Paid Chk#	016193	3/4/2014	GJ ENTERPRISES		
E 377-41000-344	TIF Agreement		\$2,854.96		TIF- 2nd half tax settlement proceeds
Total GJ ENTERPRISES			\$2,854.96		
Paid Chk#	016194	3/4/2014	GOPHER STATE ONE-CALL		
E 601-49400-314	Gopher State One Calls		\$2.35	92009	water dept - locate tickets
E 602-49450-314	Gopher State One Calls		\$2.00	92009	sewer dept - locate tickets
Total GOPHER STATE ONE-CALL			\$4.35		
Paid Chk#	016195	3/4/2014	INTEGRA		
E 101-41000-321	Telephone		\$83.75	11769487	general - city hall telephones
E 602-49450-321	Telephone		\$79.90	11769487	sewer dept - lift stations
E 101-42270-321	Telephone		\$95.55	11769487	fire dept - phone at fire hall
Total INTEGRA			\$259.20		
Paid Chk#	016196	3/4/2014	KNIFE RIVER		
E 101-41130-224	Street Maint Materials		\$197.96	327374	pw dept - clean sand
E 101-41130-224	Street Maint Materials		\$197.96	327575	pw dept - clean sand
E 101-41130-224	Street Maint Materials		\$197.96	327576	pw dept - clean sand
Total KNIFE RIVER			\$593.88		
Paid Chk#	016197	3/4/2014	LAND O LAKES OIL & PROPANE		
E 101-42270-212	Motor Fuels		\$152.33	5188	fire dept - diesel tank fill
E 101-41130-212	Motor Fuels		\$935.77	5188	pw dept - diesel tank fill

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March 2014

			Check Amt	Invoice	Comment
Total	LAND O LAKES OIL & PROPANE		\$1,088.10		
Paid Chk#	016198	3/4/2014	MARK KIFFMEYER		
E 101-41130-212	Motor Fuels		\$99.15		pw dept - fill city truck gasoline
	Total	MARK KIFFMEYER	\$99.15		
Paid Chk#	016199	3/4/2014	MN DEPT OF HEALTH		
E 601-49400-312	Water/Contract Services		\$653.00		water dept - 1st qtr connections 2014
	Total	MN DEPT OF HEALTH	\$653.00		
Paid Chk#	016200	3/4/2014	NEXTEL		
E 601-49400-321	Telephone		\$12.06	366135120-13	water dept - phones
E 602-49450-321	Telephone		\$12.06	366135120-13	sewer dept - phones
E 101-41130-321	Telephone		\$85.49	366135120-13	pw dept - phones
	Total	NEXTEL	\$109.61		
Paid Chk#	016201	3/4/2014	NORTH AMERICAN SALT CO.		
E 101-41130-224	Street Maint Materials		\$2,109.74	71123348	pw dept - bulk hwy coarse
	Total	NORTH AMERICAN SALT CO.	\$2,109.74		
Paid Chk#	016202	3/4/2014	PREFERRED ONE		
E 101-41130-131	Employer Paid Health		\$365.57	140480016812	pw dept - city paid health insurance
E 101-41000-131	Employer Paid Health		\$279.00	140480016812	general - city paid health insurance
G 101-21710	Other Deductions		\$586.26	140480016812	g - employee paid health insurance
E 602-49450-131	Employer Paid Health		\$261.11	140480016812	sewer dept - city paid health insurance
E 601-49400-131	Employer Paid Health		\$261.11	140480016812	water dept - city paid health insurance
E 101-41130-131	Employer Paid Health		\$160.73	140480016812	pw dept - city paid health insurance
E 101-41000-131	Employer Paid Health		\$425.57	140480016812	general - city paid health insurance
	Total	PREFERRED ONE	\$2,339.35		
Paid Chk#	016203	3/4/2014	QUALITY CLEANERS		
E 101-42270-430	Miscellaneous		\$33.99	50908-6	fire dept - Butch Stang laundry
E 101-42270-430	Miscellaneous		\$27.75	51573-5	fire dept - Ben Voigt laundry
	Total	QUALITY CLEANERS	\$61.74		
Paid Chk#	016204	3/4/2014	SCHWAAB INC		
E 101-41000-200	Office Supplies (GENERAL)		\$83.89	D61220	general - notary stamp/stamp pad
	Total	SCHWAAB INC	\$83.89		
Paid Chk#	016205	3/4/2014	SMITH SCHAFFER		
E 101-41000-207	Auditing Services		\$2,250.00	12892	general - auditing services
	Total	SMITH SCHAFFER	\$2,250.00		
Paid Chk#	016206	3/4/2014	ST CLOUD TRUCK SALES		
E 376-41000-344	TIF Agreement		\$37,624.88		TIF- 2nd half tax settlement proceeds
	Total	ST CLOUD TRUCK SALES	\$37,624.88		
Paid Chk#	016207	3/4/2014	ST. AUGUSTA MINI SERVE		
E 101-41130-212	Motor Fuels		\$2,644.15		pw dept - Jan 14 fuel city vehicles
	Total	ST. AUGUSTA MINI SERVE	\$2,644.15		
Paid Chk#	016208	3/4/2014	STEARNS ELECTRIC ASSOCIATION		
E 101-41000-381	Electric Utilities		\$224.37		general - city hall electric Jan 14
E 101-45200-381	Electric Utilities		\$52.26		parks dept - HLP Jan 14
E 601-49400-381	Electric Utilities		\$20.89		water dept - flow meter 251 & 21 Jan 14
E 101-41000-381	Electric Utilities		\$38.22		general - Lion's sign Jan 14

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March 2014

		Check Amt	Invoice	Comment
E 101-41000-381	Electric Utilities	\$120.00		general - stop light on Hwy 15 Jan 14
E 101-42270-387	Fire Dept Utilities	\$345.80		fire dept - fire hall electric Jan 14
E 605-43160-380	Utility Services (GENERAL)	\$121.50		EU - Blackberry Farms Jan 14
E 101-45200-381	Electric Utilities	\$22.61		parks dept - Kiffmeyer Park electrical Jan 14
E 605-43160-380	Utility Services (GENERAL)	\$87.75		EU - Emerald Ponds Jan 14
E 601-49400-381	Electric Utilities	\$73.71		water dept - Cty 7 lift station Jan 14
E 101-41000-381	Electric Utilities	\$7.95		general - 230 & 15 security light Jan 2014
E 101-41000-381	Electric Utilities	\$29.47		general - city hall Jan 14
E 601-49400-381	Electric Utilities	\$170.80		water dept - Cty 75 lift station Jan 14
E 101-41000-381	Electric Utilities	\$33.00		general - 2 sirens Jan 14
E 101-42270-387	Fire Dept Utilities	\$73.02		fire dept - hydrant Jan 14
E 605-43160-380	Utility Services (GENERAL)	\$108.00		EU - Emerald Ponds Jan 14
Total STEARNS ELECTRIC ASSOCIATION		\$1,529.35		
<hr/>				
Paid Chk# 016209	3/4/2014	TRI-COUNTY HUMANE SOCIETY		
E 101-41000-625	Animal Impound	\$239.75		general - 4th qtr room and board
Total TRI-COUNTY HUMANE SOCIETY		\$239.75		
<hr/>				
Paid Chk# 016210	3/4/2014	UNITED STATES POSTAL SERVICE		
E 101-41000-322	Postage	\$220.00		general - renewal of permit #1644
Total UNITED STATES POSTAL SERVICE		\$220.00		
<hr/>				
Paid Chk# 016211	3/4/2014	ZIEGLER		
E 101-41130-220	Repair/Maint Supply	\$49.52	PC080400049	pw dept - supplies
E 101-41130-220	Repair/Maint Supply	\$83.71	PC80399521	pw dept - parts for 04
Total ZIEGLER		\$133.23		
10100 STATE BANK OF KIMBAL		\$57,246.18		

Fund Summary

10100 STATE BANK OF KIMBAL	
101 GENERAL FUND	\$13,534.90
376 TAX INCREMENT DEBT SERVICE	\$37,624.88
377 TIF DISTRICT ST. CLOUD TRUCKIN	\$2,854.96
601 WATER FUND	\$1,973.52
602 SEWER FUND	\$940.67
605 LIGHTING UTILITY	\$317.25
	\$57,246.18

	General Fund	CIP Fund	Debt Service	SAC/WAC Fund	Water Fund	Sewer Fund	Sewer Debt	Street Light	TIF	Monthly Totals
Cash Balance 12/31/13(un-audited)	\$ 455,802	\$ 856,318.90	\$ 547,984	\$ 135,026	\$ 35,678	\$ 902,621	\$ 21,622	\$ 1,310	\$ 52,519	\$ 3,008,881
Receipts January 2014	\$ 17,108	\$ 38,371.72	\$ 540	\$ 16,796	\$ 11,811	\$ 16,897	\$ 706	\$ 314	\$ 110	\$ 102,654
Ex. January 2014	\$ 71,414	\$ 6,339.62	\$ 55,000		\$ 32,701	\$ 47,648				\$ 213,103
Receipts February 2014	\$ 7,091	\$ 18,817.33			\$ 12,988	\$ 17,214	\$ 767	\$ 296		\$ 57,174
Ex. February 2014	\$ 33,761				\$ 32,719	\$ 38,461		\$ 340		\$ 105,280
Receipts March 2014										\$ -
Ex. March 2014	\$ 27,289	\$ 1,212.00			\$ 11,091	\$ 4,256		\$ 317	\$ 40,480	\$ 84,646
Receipts April 2014										\$ -
Ex. April 2014										\$ -
Receipts May 2014										\$ -
Ex. May 2014										\$ -
Receipts June 2014										\$ -
Ex. June 2014										\$ -
Receipts July 2014										\$ -
Ex. July 2014										\$ -
Receipts August 2014										\$ -
Ex. August 2014										\$ -
Receipts September 2014										\$ -
Ex. September 2014										\$ -
Receipts October 2014										\$ -
Ex. October 2014										\$ -
Receipts November 2014										\$ -
Ex. November 2014										\$ -
Receipts December 2014										\$ -
Ex. December 2014										\$ -
Cash Balance	\$ 347,538	\$ 905,956.33	\$ 493,524	\$ 151,822	\$ (16,034)	\$ 846,366	\$ 23,095	\$ 1,263	\$ 12,149	\$ 2,765,680

	2014	Spent/Received	% of Budget	Remaining Amount
Revenues	Budget	28-Feb	Spent	
General Fund	\$748,416	\$ 25,052	3.35%	\$723,364
Capital Improvement Fund	\$482,300	\$ 57,189	11.86%	\$425,111
Water Fund	\$342,405	\$ 25,778	7.53%	\$316,628
Sewer Fund	\$226,978	\$ 35,309	15.56%	\$191,669
Sewer Debt Fund	\$10,000	\$ 1,532	15.32%	\$8,468
Street Light Fund	\$4,500	\$ 635	14.11%	\$3,865
WAC/SAC Improvement Fund	\$287,000	\$ 22,796	7.94%	\$264,204
Debt Service	\$87,500	\$ 540	0.62%	\$86,960
TIF	\$65,000	\$ 110	0.17%	\$64,890
Total Revenues	\$2,254,099	\$ 168,940	7.49%	\$2,085,159
Expenditures				
General Fund	\$747,868	\$ 134,365	17.97%	\$613,503
Capital Improvement Fund	\$373,300	\$ 7,552	2.02%	\$365,748
Water Fund	\$342,680	\$ 76,511	22.33%	\$266,169
Sewer Fund	\$530,562	\$ 90,365	17.03%	\$440,196
Street Light Fund	\$4,200	\$ 657	15.65%	\$3,543
WAC/SAC Improvement Fund	\$155,000	\$ -	0.00%	\$155,000
Debt Service	\$83,199	\$ 55,000	66.11%	\$28,199
TIF Fund	\$55,000	\$ 40,480	73.60%	\$14,520
Total Expenditures	\$2,291,808	\$ 404,930	17.67%	\$1,886,878

General Fund				
	2014	Spent	% of Budget	Remaining Amount
	Budget	4-Mar	Spent	
Administration	\$ 279,498	\$ 64,175	22.96%	\$ 215,323
Council	\$ 20,025	\$ 459	2.29%	\$ 19,566
Boards and Commissions	\$ 5,000	\$ -	0.00%	\$ 5,000
Building Inspection	\$ 61,600	\$ 5,833	9.47%	\$ 55,767
Elections	\$ 3,380	\$ 452	13.38%	\$ 2,928
Fire	\$ 155,608	\$ 12,440	7.99%	\$ 143,169
Streets	\$ 166,415	\$ 50,658	30.44%	\$ 115,757
Parks	\$ 56,342	\$ 348	0.62%	\$ 55,994
Total General Fund	\$ 747,868	\$ 134,365	17.97%	\$ 613,503

FEB 1 To 28-14

CITY OF ST. AUGUSTA ANIMAL REPORT FORM

Date None

Name _____

Address _____

Phone _____

PROBLEM NO CALLS OR COMPLAINTS

ACTION TAKEN _____

ANIMAL CONTROL OFFICER Charles Voigt

LG220 Application for Exempt Permit

An exempt permit may be issued to a nonprofit organization that:
 - conducts lawful gambling on five or fewer days, and
 - awards less than \$50,000 in prizes during a calendar year.
 If total prize value for the year will be \$1,500 or less, contact the licensing specialist assigned to your county.

Application fee (non refundable)

If application is postmarked or received 30 days or more before the event **\$50**; otherwise **\$100**.

ORGANIZATION INFORMATION

Organization name: **St Mary Help of Christians Church** Previous gambling permit number:

Minnesota tax ID number, if any: **8340039** Federal employer ID number (FEIN), if any: **41-0773760**

Type of nonprofit organization. Check one.

Fraternal Religious Veterans Other nonprofit organization

Mailing address: **24588 Co Rd 7** City: **St Augusta** State: **MN** Zip code: **56301** County: **Stearns**

Name of chief executive officer [CEO]: **Rev Robert Rolfes** Daytime phone number: **(320) 252-1799** E-mail address:

NONPROFIT STATUS

Attach a copy of ONE of the following for proof of nonprofit status.

Nonprofit Articles of Incorporation OR a current Certificate of Good Standing.

Don't have a copy? This certificate must be obtained each year from:
 Secretary of State, Business Services Div., 60 Empire Drive, Suite 100, St. Paul, MN 55103
 Phone: 651-296-2803

IRS income tax exemption [501(c)] letter in your organization's name.

Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS at 877-829-5500.

IRS - Affiliate of national, statewide, or international parent nonprofit organization [charter]

If your organization falls under a parent organization, attach copies of **both** of the following:
 a. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling, and
 b. the charter or letter from your parent organization recognizing your organization as a subordinate.

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted. For raffles, list the site where the drawing will take place.
St Mary Help of Christians

Address [do not use PO box]: **24588 Co Rd 7** City or township: **St Augusta** Zip code: **56301** County: **Stearns**

Date[s] of activity. For raffles, indicate the date of the drawing.
June 21 & 22, 2014

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

Bingo* Raffle Paddlewheels* Pull-tabs* Tipboards*

***Gambling equipment** for bingo paper, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo number selection devices may be borrowed from another organization authorized to conduct bingo.

To find a licensed distributor, go to www.gcb.state.mn.us and click on **Distributors** under the **WHO'S WHO? LIST OF LICENSEES**, or call 651-639-4000.

FROM: Steve Hagman/Building Official

DATE: 2-28-2014

RE: Building Permit Activity – FEBRUARY 2014

PERMIT#	DATE	OWNER	CONST.	PERMIT FEE	PLAN REVIEW	WAC/SAC	STATE SUR	RIGHT AWAY PERMIT	WATER METER	911 SIGN	FINES	VALUATION	TOTAL
1-14	02/05/14	Rita Thein	LLF Partial	\$49.50	\$12.38	\$0.00	\$5.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,800.00	\$66.88
2-14	02/19/14	Scott Blattner	Mezzanine & Stairway	\$480.00	\$312.00	\$0.00	\$40.00	\$0.00	\$0.00	\$0.00	\$0.00	\$80,000.00	\$832.00
3-14	02/19/14	Tim Roden	Kitchen Remod, Windows & doors Replace	\$216.00	\$54.00	\$0.00	\$5.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,000.00	\$275.00
4-14	02/27/14	Dreams to Reality Daycare	Fire Alarm System	\$66.64	\$14.39	\$0.00	\$5.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,857.00	\$86.03

\$812.14 \$0.00 \$0.00 \$55.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$123,657.00

TOTAL FEES

\$867.14

YEAR TO DATE

WAC/SAC \$0.00
RIGHT AWAY \$0.00
WATER METER \$0.00
FINES \$0.00
911 SIGN \$0.00

TO: City of St. Augusta
FROM: Steve Hagman/Building Official
DATE: 02-28-2014
RE: Statement for Mechanical Permits FEBRUARY 2014

PERMIT#	DATE	OWNER/CONTRACTOR LOCATION	FEE	ADDL INSP	SURCHARGE	TOTAL
7-14M	02/05/2014	Rita Thien 2186 Co. Rd 15	\$49.50	\$0.00	\$5.00	\$54.50
8-14M	02/07/2014	Oliver Van Taggell 22624 Highway 15	\$49.50	\$0.00	\$5.00	\$54.50
9-14	02/07/2014	Century 21 24494 17 th Avenue	\$49.50	\$0.00	\$5.00	\$54.50
			\$148.50	\$0.00	\$15.00	
				TOTAL		\$163.50

City of St. Augusta
Steve Hagman/Building Official
February 28, 2014
Statement Summary – FEBRUARY 2014

TOTALS	February, 2012	February, 2013	February, 2014
Total Combined Building Permits	2	3	4
Total Combined Building Permits YTD	9	6	4
Combined Building Permits Valuation	\$37,000.00	\$58,641.00	\$123,657.00
Combined Building Permits Valuation YTD	\$3,641,446.00	\$129,341.00	\$123,657.00
Single Family Permits	0	0	0
Single Family Permits YTD	0	0	0
Single Family Valuation	\$0.00	\$0.00	\$0.00
Single Family Valuation YTD	\$0.00	\$0.00	\$0.00
Residential Remodeling Permits	2	2	2
Residential Remodeling YTD	8	5	2
Residential Remodeling Valuation	\$37,000.00	\$52,941.00	\$40,800.00
Residential Remodeling Valuation YTD	\$104,612.00	\$123,641.00	\$40,800.00
Single Family Twin homes Permits	0	0	0
Single Family Twin homes Permits YTD	0	0	0
Single Family Twin homes Valuation	\$0.00	\$0.00	\$0.00
Single Family Twin homes Valuation YTD	\$0.00	\$0.00	\$0.00
Commercial Permits	0	1	0
Commercial Permits YTD	1	1	0
Commercial Valuation	\$0.00	\$5,700.00	\$0.00
Commercial Valuation YTD	\$3,536,834.00	\$5,700.00	\$0.00
Commercial Remodel	0	0	2
Commercial Remodel YTD	0	0	2
Commercial Remodel Valuation	\$0.00	\$0.00	\$82,857.00
Commercial Remodel Valuation YTD	\$0.00	\$0.00	\$82,857.00
Sign Permits	0	0	0
Sign Permits YTD	0	0	0
Sign Permits Valuation	\$0.00	\$0.00	\$0.00
Sign Permits Valuation YTD	\$0.00	\$0.00	\$0.00
Demo Permits	0	0	0
Demo YTD	0	0	0

Plumbing Permits	1	3	0
Plumbing Permits YTD	4	6	0
Mechanical Permits	2	5	3
Mechanical Permits TYD	8	8	9
Electrical Permits 1 st Quarter	13	0	0
Electrical Permits 2 nd Quarter	22	0	0
Electrical Permits 3 rd Quarter	19	0	0
Electrical Permits 4 th Quarter	18	0	0
Electrical Permits YTD	72	0	0

TO: City of St. Augusta
FROM: Steve Hagman/Building Official
DATE: February 28, 2014
RE: Statement Summary – FEBRUARY 2014

BUILDING PERMITS FEES	\$812.14	X	65%	\$527.89
PLAN REVIEWS	\$392.77	X	100%	\$392.77
MECHANICAL PERMITS (Total minus \$15.00 Surcharge)	\$148.50	X	80%	\$118.80
Additional Inspections	\$0.00	X	100%	\$0.00
PLUMBING PERMITS (Total minus \$15.00 Surcharge)	\$0.00	X	80%	\$0.00
Additional Inspections	\$0.00	X	100%	\$0.00
RE-INSPECTION FEES	\$0.00	X	100%	\$0.00
FINES	\$0.00	X	0%	\$0.00
FORMS	\$0.00	X	100%	\$0.00
TOTAL AMOUNT DUE				\$1,039.46

Respectfully Submitted,

Steven J. Hagman
Midstate Inspection Services Inc.

TO: City of St. Augusta
FROM: Steve Hagman/Building Official
DATE: February 28, 2014
RE: City Statement Summary – FEBRUARY 2014

BUILDING PERMITS FEES	\$812.14	X	35%	\$284.25
PLAN REVIEWS	\$392.77	X	0%	\$0.00
MECHANICAL PERMITS	\$148.50	X	20%	\$29.70
(Total minus \$15.00 Surcharge)				
Additional Inspections	\$0.00	X	0%	\$0.00
PLUMBING PERMITS	\$0.00	X	20%	\$0.00
(Total minus \$15.00 Surcharge)				
Additional Inspections	\$0.00	X	0%	\$0.00
RE-INSPECTION FEES	\$0.00	X	0%	\$0.00
FINES	\$0.00	X	100%	\$0.00
FORMS	\$0.00	X	0%	\$0.00

TOTAL AMOUNT DUE

\$313.95

January 2013 Total	\$69.70
February 2013 Total	\$313.95
March 2013 Total	\$0.00
April 2013 Total	\$0.00
May 2013 Total	\$0.00
June 2013 Total	\$0.00
July 2013 Total	\$0.00
August 2013 Total	\$0.00
September 2013 Total	\$0.00
October 2013 Total	\$0.00
November 2013 Total	\$0.00
December 2013 Total	\$0.00

YTD TOTAL \$383.65

Respectfully Submitted,

Steven J. Hagman
 Midstate Inspection Services Inc.

CITY OF ST. AUGUSTA
MINUTES OF THE PLANNING COMMISSION
MARCH 3, 2014

- CALL TO ORDER:** The meeting was called to order at 7:00 PM by Chair Lommel.
- PRESENT:** Planning Commission Members: Chair Lommel; Commission Members Brannan, Christen, Voigt, Noble, Netland and Hagman. Administrator McCabe; Planner Kelsey Johnson; and staff Teresa Rasmuson.
- City Council Members: Mayor Kroll, and Council Member Zenzen.
- Also in attendance were Stacy Spencer (applicant) and Tom Harlander.
- AGENDA:** The agenda was approved as presented on motion by Voigt, second by Christen, all voting aye.
- MINUTES:** The minutes of the August 19, 2013 meeting were approved as presented on motion by Lommel, second by Netland, all voting aye.
- VARIANCE REQUEST:** **SHED TO BE LOCATED IN FRONT OF HOUSE**
- (PUBLIC HEARING)** Lommel opened the public hearing at 7:03 PM.
- Planner Johnson stated the variance request was a major request and therefore it couldn't be done administratively. She said because of the topography of the lot, it would be difficult to put the shed on the side or back of his house without bringing in a lot fill. He would also need to take down a lot of trees on his lot. Because his house is 150 feet back from the front lot line, he will meet the 35 foot setback of the building on his lot. Because of these hardships, Planner Johnson is recommending approval of this variance with the 5 recommendations in her report:
1. All applicable licenses and permits from applicable agencies and jurisdictions must be obtained prior to construction of the accessory building.
 2. The roof pitch orientation and slope, as well as the roof overhang depths and details, shall be the same or similar as the principal building.
 3. The windows and exterior door proportion and types shall be the same or similar as the principal building.
 4. The building materials and exterior color of the accessory structure shall be the same or similar as the principal building.
 5. All fees shall be paid.

Voigt asked how many yards of fill would be needed. Planner Johnson said she thought 1,000 yards or so. Lommel stated that they allowed a Kenning (on County Road 141) to put his shed in front of his house under similar circumstances.

Tom Harlander, who owns a lot in the development, said he is concerned about the variance because he owns a lot and doesn't want this variance to affect the value of his lot. Hagman said it is city code that the shed will must be of similar type siding and color. Harlander brought a copy of covenants that use to be in place in the subdivision. Planner Johnson said the city does not enforce covenants and that they are generally more restrictive than the city's ordinances.

Kroll asked how about the lot size. Planner Johnson said 1.14 acres. He asked about septic and/or well placement if one of them needs to be replaced. Hagman said there are a few places one could be put if something were to fail in the future. Voigt asked if the size of the shed would go over the amount allowed for 1.14 acres. Hagman said the size met requirements. Brannan asked how many homes are in the development currently. Hagman said about 15 total, and the lots are all over an acre.

Zenzen asked how far the shed would be from the front lot line. Spencer said about 56 feet.

PUBLIC HEARING:

Lommel closed the public hearing at 7:20.

After discussion, Noble moved, Brannan seconded, all voted aye to recommend approval of the variance with the 5 recommendations from the planner.

MISC/COMM.

Administrator McCabe said he had no further business or upcoming events.

ADJOURNMENT:

The meeting was adjourned at 7:25 on motion by Noble, second by Christen, all voting aye.

**CITY OF ST. AUGUSTA
STEARNS COUNTY, MINNESOTA
RESOLUTION NO. 2014-06**

**RESOLUTION APPROVING A VARIANCE TO ALLOW THE CONSTRUCTION OF AN
ACCESSORY BUILDING WITHIN THE FRONT YARD ON THE PROPERTY
LOCATED AT 2014 RENA CIRCLE ROAD**

WHEREAS, Stacy Spencer, (“Applicant”) submitted an application to the City of St. Augusta (“City”) for a Variance to allow the construction of an accessory building 64-feet from the front property line, on the property located at 2014 Rena Circle Road (PID 81.43279.0132) (“Property”) and legally described below:

BLOCK 002 LOT 006 SUBDIVISIONCD 29014 RENA PINE ACRES, SECTION 36
TOWNSHIP 123 RANGE 028

WHEREAS, the City has processed said application as set out in the City’s Zoning Ordinance, including a public hearing, review and recommendation by the Planning Commission, and;

WHEREAS, the St. Augusta Planning Commission held a public hearing on the requested variance on March 3, 2014, during which it heard from the Applicant and the public regarding the application. The Planning Commission considered the application and took action to forward the application to the City Council with a recommendation that the application be approved with certain conditions;

WHEREAS, the City Council, acting as the Board of Adjustments and Appeals, reviewed the Planning Commission’s recommendation at its meeting on March 4, 2014, allowed for additional comments from the Applicant and the public; and

NOW THEREFORE BE IT RESOLVED, that the City Council, acting as the Board of Adjustments and Appeals, approves the Applicant’s variance request described in the first recital based on the following findings:

1. The Property is currently zoned R-1, Suburban Residential District.
2. The Property satisfies the minimum lot size for the proposed use.
3. The Property is guided for Agricultural land use in the official City Comprehensive Plan, which allows for single-family residential dwellings.
4. Private garages and off-street parking are permitted accessory uses within the R-1 Zoning District and are a reasonable use within the agricultural land use designation.
5. The proposed use of the property is compatible with present and future land uses of the area.
6. The proposed accessory building conforms to the performance standards contained within the Zoning Ordinance.
7. The existing topography on the property creates a practical difficulty when determining the placement of an accessory building, as the grade change within the side and rear yards of the Property are more significant than the grade change within the front yard which is relatively flat.
8. The Property has many trees located in the side and rear yards, and locating the accessory building in the front yard will minimize the impact to the trees removed and maintain the

character of the locality more so than if the accessory building were located in a manner consistent with the Zoning Ordinance.

9. The existing principal structure is set back 100-feet from the property line (125-feet from the centerline of Rena Circle Road), and the minimum principal structure setback in the R-1 District is only 35-feet.
10. The proposed accessory building will be located 64-feet from the property line, which would be in the side/rear yard if the home were located 35-feet from the property line as allowed by the Zoning Ordinance.
11. The variance sought is not based solely on economic reasons.
12. The proposed project will not have any impacts on utility and school capacities.
13. The proposed project will not be injurious to the use and enjoyment of other property in the immediate vicinity.
14. The requested variance is not a use variance.
15. The proposed project does not conflict with the City's Comprehensive Plan or the intent of the Zoning Code.

NOW THEREFORE, BE IT RESOLVED, that, based on the record of this matter, and the findings and determination contained herein, the City Council of the City of St. Augusta hereby approves and issues a variance to allow for the construction of an accessory building 64-feet from the front property line on the Property located at 2014 Rena Circle Road, with the conditions as outlined below:

1. All applicable licenses and permits from applicable agencies and jurisdictions must be obtained prior to construction of the accessory building.
2. The roof pitch orientation and slope, as well as the roof overhang depths and details, shall be the same or similar as the principal building.
3. The windows and exterior door proportion and types shall be the same or similar as the principal building.
4. The building materials and exterior color of the accessory structure shall be the same or similar as the principal building.
5. All fees shall be paid.

Adopted this _____ day of _____, 2014.

BY THE CITY COUNCIL

BJ Kroll, Mayor

Attest: _____
William R. McCabe, Clerk/Administrator



Minnesota / Wisconsin Playground
 5101 Highway 55, Suite 6000
 Golden Valley, Minnesota 55422
 Ph. 800-622-5425 | 763-546-7787
 Fax 763-546-5050 | info@mnwiplay.com

QUOTE
 #8093

02/27/2014

Kiffmeyer Park

St. Augusta
 Attn: Bill McCabe
 1914 250th St.
 St. Augusta, MN 56301
 Phone: 320-654-0387
 Fax: 320-654-1686
 bmccabe@staugustamn.com

Ship To Zip: 56301

Quantity	Part #	Description	Unit Price	Amount
1	178749	GameTime - Owner's Kit	\$50.00	\$50.00
1	19211	GameTime - PrimeTime Mountain Shoals	\$18,245.00	\$18,245.00
63	4860	GameTime - 12"Playcurb Pkg	\$45.00	\$2,835.00
168		Yds of Engineered Wood Fiber	\$18.72	\$3,144.96
1		Lump sum install	\$2,830.91	\$2,830.91
			SubTotal:	\$27,105.87
			Discount:	(\$6,385.75)
			Freight:	\$2,185.85
			Total Amount:	\$22,905.97

This quotation is subject to current Minnesota/Wisconsin Playground policies as well as the following terms and conditions. Our quotation is based on shipment of all items at one time to a single destination, unless noted, and changes are subject to price adjustment. Purchases in excess of \$1,000.00 to be supported by your written purchase order made out to Minnesota/Wisconsin Playground.

Pricing: f.o.b. factory, firm for 30 days from date of quotation. Sales tax, if applicable, will be added at time of invoice unless a tax exempt certificate is provided at time of order entry.

Payment terms: payment in full, net 30 days subject to approval by GameTime Credit Manager. A 1.5% per month finance charge will be imposed on all past due accounts. Equipment shall be invoiced separately from other services and shall be payable in advance of those services and project completion. Retainage not accepted.

Shipment: order shall ship within 30-45 days after GameTime's receipt and acceptance of your purchase order, color selections, approved submittals, and receipt of deposit, if required.

EWf Shipment: order shall deliver within 14 - 21 days after our receipt and acceptance of your purchase order as well as schedule and weather allowing. Bulk material will ship via semi-truck/trailer with a live floor system in trailer which allows driver to deposit EWF directly onto a specific area provided proper access is available. Driver has final say whether the site has proper access. Site restoration is not included and will be the responsibility of the owner/owner's representative. Road restrictions may be in effect and cause delays depending on time of year.

Freight charges: Prepaid & added

Installation: shall be by a Certified GameTime Installer. Customer shall be responsible for scheduling coordination and site preparation. Site should be level and permit installation equipment access. Purchaser shall be responsible for unknown conditions such as buried utilities, tree stumps, bedrock or any concealed materials or conditions that may result in additional labor or material costs.

Exclusions: unless specifically included, this quotation excludes all site work and landscaping; removal of existing equipment; acceptance of equipment and off-loading; storage of goods prior to installation; equipment assembly and installation; safety surfacing; borders and drainage provisions.

Acceptance of quotation:

Accepted By (printed): _____ P.O. No: _____

Signature: _____ Date: _____

Title: _____ Phone: _____

Facsimile: _____ Purchase Amount: **\$22,905.97**

Bill McCabe

From: Don & Vi <dvdinndorf@hotmail.com>
Sent: Thursday, February 27, 2014 9:38 AM
To: bmccabe@staugustamn.com
Subject: Snow removal, thanks!

Hello there.

I just watched your man with the big front-end loader clear the snow around my mailbox (and of course, my street) here on Gaberdine Road.

That guy has a deft touch; just amazing! He did such a great job, I think he should get a raise - or maybe a medal.

We're really buried out here, so the help is very much appreciated.

Thank you.

Don J. Dinndorf
23826 Gaberdine Road