

CITY OF ST. AUGUSTA
CITY COUNCIL MEETING
October 6, 2020
7:00 pm
VIA ZOOM
AGENDA

1. Call Meeting to Order – Mayor Zenzen.
2. Pledge of Allegiance.
3. Consent Agenda
 - 3A. Minutes of the September 1, 2020 City Council meeting.
 - 3B. Agenda.
 - 3C. Bills Payable, Receipts and Treasurer’s Report.
 - 3D. Gambling License, American Legion Auxiliary
 - 3E. 2021 Stearns County Sheriff’s Contract for Police Services
 - 3F. Other
4. Sheriff’s Report
5. Building Inspector’s Report – Mark Harren.
6. Fire Department
 - 6A. Monthly Report
 - 6B. SCBA Cylinder Quote
 - 6C. Hose Quote
 - 6D. SOG’s Amendment, LUCAS Device
 - 6E. Other
7. Open Forum -10 Minute Limit.
8. Engineer’s Report
 - 8A. 2020 Street Project Change Order #2
 - 8B. 2020 Street Project Pay Request #1
 - 8C. Annis Acres Drainage Ditch Design and Quote
 - 8D. Master Service Agreement
 - 8E. Other
9. CARES Act Expenditures/COVID Update
10. Street Patching Quote/Resolution #2020-16, Conflict of Interest
11. Council Member Comments/Purview.
12. Clerk's Report.
13. Adjourn.

REMINDERS: Early Voting, Regular Office Hours October 27-30 and November 2
 Early Voting, 10am – 3pm Saturday, October 31
 Election Day, Tuesday, November 3, Polls Open 7am – 8pm
 Regular City Council Meeting, Tuesday, November 10, 2020 7:00pm
 City Council Budget Workshop Meeting, TBD

CITY OF ST. AUGUSTA
CITY COUNCIL MEETING
October 6, 2020
7:00 pm

Administrative Summary

Consent Agenda – all items are included in the packets.

Sheriff's Report/Building Inspector's Report – I hope to have both these for the updated packets on Tuesday.

Fire Department Report –
Monthly Report – included in the packets

SCBA Cylinder Quote – the quote for the budgeted cylinders is included in the packets.

Hose Quote – after the hose testing, this quote is included to replace the defective hose.

SOG's Amendment – the amendment to the medical SOG's relating to the LUCAS devices is included in the packets.

Engineer's Report –
2020 Street Project Change Order #2 – included in the packets

2020 Street Project Pay Request – included in the packets

Annis Acres Drainage Ditch Design and Quote – I have included the design for the ditch next to the Hartkopf residence. Jeremy indicate he would have quotes for the meeting on Tuesday.

Master Service Agreement – included in the packets.

CARES ACT Expenditures – our committee reviewed the applications for the CARES Act Grants. Initially they are proposing granting the full \$25,000 to Club Almar, Hayloft, St. Augusta Legion, Voigt Bus and Connect Ability of Central MN. The amounts for other businesses are pending as we are still awaiting financial information.

Street Patching Quote – I have included a quote to do a patch in Eagle's Landing along with the conflict of interest resolution.

**MINUTES OF THE CITY COUNCIL
ST. AUGUSTA, MINNESOTA
September 1, 2020**

CALL TO ORDER: The meeting was called to order by Mayor Zenzen via Zoom Meeting at 7:00 PM.

PRESENT: Mayor Zenzen, Council Members Reinert, Backes, Schulzetenberg and Genereux; Attorney Couri, Engineer Boots; Fire Chief Tabatt, Fire Lieutenant Claseman, Butch Stang, Assistant Chief Jerry Orth, Treasurer Rasmuson and Clerk/Administrator McCabe.

OTHERS PRESENT: Steve Hartkopf, Lexann Reischl, Lee Meier, Nick Muller, Jennifer Mat, Cindy Kurilla, Eric Stine, Matt Voigt, Monica Pogatchnik, Collier, Jennifer Matzke, Matthew Voigt,

CONSENT AGENDA: Mr. McCabe indicated he wanted to add one bill, to Community Technology Center in an amount of \$8,954.50 for the Chrome Books and other miscellaneous items to the consent agenda.

A motion was made to approve the consent agenda items 3A – 3D by Mr. Genereux, second by Ms Schulzetenberg. Motion carried 4-0.

The following items were approved with the consent agenda:

City Council Minutes, August 4, 2020.

Bill Payable, Receipts and Treasurer's Report dated September 1, 2020 and for US Bank payment and Checks #23643 – 23708.

City Council Agenda, September 1, 2020

Resolution #2020-13, Authorizing Inter-Fund Transfers.

SHERIFF'S REPORT: Mr. McCabe indicated that the report would be given next month.

**BUILDING INSPECTOR'S
REPORT:**

Mr. McCabe presented the updated spreadsheet indicating there were 17 permits issued in August, including 3 single family dwellings.

A motion was made to approve the building inspector's report as presented by Ms. Schulzetenberg, seconded by Mr. Genereux. Motion carried 4-0.

**FIRE DEPT.
REPORT:**

Chief Tabatt presented the monthly report for July indicating there were five calls, bringing the total for the year to 70. Monthly training was done in house and was on defensive driving.

A motion was made to approve the report by Ms Schulzetenberg, seconded by Mr. Genereux. Motion carried 4-0.

Butch Stang was in attendance representing the Fire Relief Association and requesting an increase in the annual benefit level from \$1,100/year to \$1,250/year.

A motion was made to increase the annual benefit level for the relief association members to \$1,250/year by Ms. Schulzetenberg, seconded by Mr. Genereux. Motion carried unanimously.

Mr. Backes entered at 7:15pm. *****

Lt. Claseman presented a quote for a new radio indicating this cost is included in the 2020 budget.

A motion was made to approve the purchase of the radio in an amount of \$2,683.98 from Motorola Solutions by Mr. Reinert, seconded by Mr. Backes. Motion carried unanimously.

Lt. Claseman presented a quote to provide new pagers (5) and batteries (47) for the existing pagers. The quote for the pager needs to be multiplied by 5, because they don't offer volume discounts at this time. He stated the funding for this purchase came from the Center Point Energy and DNR Grants that were already received. (\$4,970)

A motion was made to approve the purchase of the pagers/batteries by Ms. Schulzetenberg, seconded by Mr. Genereux. Motion carried unanimously.

OPEN FORUM:

Jen Sell Matzke, along with a number of her neighbors from Terrace Hills were in attendance to discuss their internet access. Mr. McCabe presented an email from Igor Lenzner stating his displeasure with the existing service. Ms. Matzke indicated they are currently getting up to 7 mgb/second and averaging 4 to 5mgbs. She stated the neighborhood should be upgrading but service is actually deteriorating. Ms. Matzke indicated other providers not willing to come in and asked for advice on how to rectify. She offered an option from governor for partnering with Stearns county for tele-commuting. Mr. McCabe said he is on the board of the Minnesota Association of Small Cities (MAOSC) mainly because of this topic and he is finding communications with companies difficult. Lexann Reischl said her experience with internet is impacting her ability to do her job at home. Ms. Matzke asked to help identify a solution to get someone to help find a solution and whom to contact. Mr. Couri said a number of townships established a special revenue district that could be implemented, thus requiring the neighborhood to start a petition asking for the district and agreeing to pay the costs via a financing mechanism similar to a special assessment. There is no risk to the City, as the city would be the

intermediary collecting the “special assessments” to pay the cost of bringing the service to the neighborhood. Mayor Zenzen said he’s been talking about broadband in the state and because this is a rural issue but it does seem like St. Augusta is close enough to find a remedy. Mr. McCabe said throughout the city there are issues with internet. Consensus was the neighborhood would work with Mr. McCabe to start the process of establishing the special revenue district.

ENGINEER’S REPORT:

Mr. Boots presented a letter along with a copy of the survey on the ditch near the Hartkopf property. He indicated there were three options, to do nothing and provide periodic cleaning of the existing ditch, to raise the pond outlet and give a .3% minimum slope to the existing culvert or to lower the existing culvert and raise the existing pond outlet as was shown in the previous exhibit from Staff. Mr. Hartkopf asked which would be the best long term solution. Mr. Boots said it functions currently, at .3% slope sediment will still build up, lowering the culvert will cost a lot. Mr. Reinert asked about upstream ramifications. Mr. Boots responded it won’t affect them. Mr. Hartkopf’s wondered if the slope on Jesse’s property could be lowered. Mr. Backes suggested we raise the outlet from the pond and regrade the ditch. Consensus was this is what would be done, Mr. Boots was directed to bring an estimate to the October meeting so the work could be done before freeze up.

CARES ACT EXPENDITURES/ COVID-19

DISCUSSION:

Mr. McCabe presented another Resolution for CARES Act spending along with quotes for individual voting booths, a Unimac Washer and Drying Cabinet for the fire hall, and needle point bipolar ionization systems for City Hall and the Fire Hall. Total amount \$22,000. Remove item #5.

After discussion Couri asked to remove sections 3, 6 and 9 on the project term conditions.

A motion was made to approve Resolution #2020-14, Stating Findings of Fact and Approving the CARES Act Expenditures and listing individual voting booths (11), the UniMac Washer and Drying Cabinet, the Needle Point Ionization System for City Hall and the Needle Point Ionization System for the Fire Hall on a motion by Ms. Schulzetenberg, seconded by Mr. Backes. Motion carried unanimously.

KIFFMEYER PARK BRIDGE PLANK

REPLACEMENT:

Mr. McCabe presented a quote to supply the needed planks and for the installation and removal of the existing planks on the bridge in

Kiffmeyer Park. Mr. McCabe indicated that sometime this summer, it appears someone had kicked through one of the existing boards and the others were starting to show signs of serious deterioration.

A motion was made to hire ODESA II to supply planks along with labor and hardware to replace the decking on the Kiffmeyer Park Bridge by Mr. Reinert, seconded by Mr. Genereux. Motion carried unanimously.

**RESOLUTION #
2020-15, APPROVING PRELIMINARY
2020 LEVY COLLECTIBLE IN**

2021: Mr. McCabe presented Resolution #2020-15, indicating the preliminary levy was set at a 2% increase over the 2020 levy. He indicated he would like to schedule a workshop meeting to review the preliminary budget. The meeting is set for September 30, 2020 at 5:30 PM.

A motion was made to approve Resolution #2020-15, approving the preliminary levy by Mr. Backes, seconded by Ms. Schultzenberg. Motion carried unanimously.

COUNCIL MEMBER

PURVIEW: Mr. Reinert wondered if we had rescheduled our clean up day and Mr. McCabe stated we were going to do it in the spring.

Mayor Zenzen indicated he has seen other cities host movies in the park and asked that we have the Park Board look into this possibility.

CITY ADMINISTRATOR

REPORT: Mr. McCabe presented the request from the Coalition of Greater Minnesota Cities.

ADJOURMENT: **A motion was made to adjourn at 8:51pm by Mr. Reinert, seconded by Mr. Genereux. Meeting Adjourned.**

Approved this 6st day of October, 2020.

Michael G. Zenzen, Mayor

Attest:

William R. McCabe, Clerk/Administrator

City of St. Augusta

09/30/20 10:50 AM

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***Receipt Book**

Refer	Account	Last Dim Descr	Amount	Tran Date	Comments	Batch Name
12129 R	101-41000-334	Electric Permits	\$72.00	9/9/2020	general - Memken	09 03 20 rct
12130 R	101-41000-334	Electric Franchise Fee	\$5,001.00	9/9/2020	general - Stearns Electric	09 03 20 rct
12131 R	101-41000-341	Assessment Search Fees	\$20.00	9/9/2020	general - Heartland Title	09 03 20 rct
12132 R	101-41000-322	Building Permits	\$2,687.25	9/9/2020	general - S. Stine	09 03 20 rct
12133 R	101-41000-322	Building Permits	\$64.00	9/9/2020	general - N. McLean	09 03 20 rct
12134 R	101-41000-341	Assessment Search Fees	\$20.00	9/9/2020	general - Epic Property Services	09 03 20 rct
12135 R	101-41000-334	Electric Permits	\$136.00	9/9/2020	general - Faber Electric	09 03 20 rct
12136 R	101-41000-341	Assessment Search Fees	\$10.00	9/9/2020	general - Stearns County Astract	09 03 20 rct
12137 R	602-49450-372	Sewer Sales	\$3,061.65	9/9/2020	sewer - Sep 20 rct	09 03 20 rct
12137 R	601-49400-371	Water Sales	\$3,564.18	9/9/2020	water dept - Sep 20 rct	09 03 20 rct
12137 R	601-49400-313	General Sales and Use Tax	\$2.15	9/9/2020	water dept - Sep 20 rct	09 03 20 rct
12137 R	605-43160-374	Electricity Sales	\$17.06	9/9/2020	EU - Sep 20 rct	09 03 20 rct
12137 R	606-49450-372	Sewer Replacement Fund	\$112.40	9/9/2020	SRF - Sep 20 rct	09 03 20 rct
12138 R	101-41000-334	Electric Permits	\$325.00	9/9/2020	general - Code Master Electric	09 04 20 rct
12139 R	101-41000-341	Assessment Search Fees	\$10.00	9/9/2020	general - Heartland Title	09 04 20 rct
12140 R	101-41000-334	Electric Permits	\$36.00	9/9/2020	general - Valley View Electric	09 04 20 rct
12141 R	601-49400-371	Water Sales	\$2,674.81	9/9/2020	water dept - Sep 20 rct	09 04 20 rct
12141 R	605-43160-374	Electricity Sales	\$20.86	9/9/2020	EU - Sep 20 rct	09 04 20 rct
12141 R	606-49450-372	Sewer Replacement Fund	\$40.50	9/9/2020	SRF - Sep 20 rct	09 04 20 rct
12141 R	602-49450-372	Sewer Sales	\$1,287.01	9/9/2020	sewer - Sep 20 rct	09 04 20 rct
12142 R	101-41000-334	Electric Permits	\$37.00	9/9/2020	general - Electrical Const Service	09 08 20 rct
12143 R	101-41000-341	Assessment Search Fees	\$30.00	9/9/2020	general - Epic Property	09 08 20 rct
12144 R	101-41000-341	Assessment Search Fees	\$10.00	9/9/2020	general - Stearns County Abstract	09 08 20 rct
12145 R	602-49450-372	Sewer Sales	\$2,140.07	9/9/2020	sewer - Sep 20 rct	09 08 20 rct
12145 R	601-49400-371	Water Sales	\$2,078.22	9/9/2020	water dept - Sep 20 rct	09 08 20 rct
12145 R	601-49400-313	General Sales and Use Tax	\$2.15	9/9/2020	water dept - Sep 20 rct	09 08 20 rct
12145 R	605-43160-374	Electricity Sales	\$29.98	9/9/2020	EU - Sep 20 rct	09 08 20 rct
12145 R	606-49450-372	Sewer Replacement Fund	\$85.90	9/9/2020	SRF - Sep 20 rct	09 08 20 rct
12146 R	101-41000-322	Park Shelter Rental	\$125.00	9/16/2020	general - J. Filek	09 09 20 rct
12146 R	101-41000-310	Sales Tax	\$6.00	9/16/2020	general - shelter rental tax	09 09 20 rct
12147 R	101-41000-322	Building Permits	\$3,949.75	9/16/2020	general - Wershay Homes	09 09 20 rct
12147 R	101-41000-321	Mailbox Posts/911 Signs	\$25.00	9/16/2020	general - Wershay Homes 911	09 09 20 rct
12148 R	101-41000-322	Right of Way Permits	\$300.00	9/16/2020	general - Wershay Homes	09 09 20 rct
12149 R	601-49400-371	Water Sales	\$1,577.89	9/16/2020	water dept - Sep 20 rcts	09 09 20 rct
12149 R	601-49400-313	General Sales and Use Tax	\$4.30	9/16/2020	water dept - Sep 20 rcts	09 09 20 rct
12149 R	605-43160-374	Electricity Sales	\$29.91	9/16/2020	EU - Sep 20 rcts	09 09 20 rct
12149 R	606-49450-372	Sewer Replacement Fund	\$66.50	9/16/2020	SRF - Sep 20 rcts	09 09 20 rct
12149 R	602-49450-372	Sewer Sales	\$1,661.43	9/16/2020	sewer - Sep 20 rcts	09 09 20 rct
12150 R	101-41000-341	Assessment Search Fees	\$30.00	9/16/2020	general - Epic Property Services	09 14 20 rct
12151 R	101-41000-322	Building Permits	\$23.75	9/16/2020	general - H&S	09 14 20 rct
12152 R	450-41000-334	Cable TV Franchise Fee	\$578.08	9/16/2020	CIP - general, Midco	09 14 20 rct
12153 R	601-49400-371	Water Sales	\$5,408.44	9/16/2020	water dept - Sep 20 rct	09 14 20 rct
12153 R	602-49450-372	Sewer Sales	\$3,683.19	9/16/2020	sewer - Sep 20 rct	09 14 20 rct
12153 R	606-49450-372	Sewer Replacement Fund	\$163.42	9/16/2020	SRF - Sep 20 rct	09 14 20 rct
12153 R	601-49400-313	General Sales and Use Tax	\$62.88	9/16/2020	water dept - Sep 20 rct	09 14 20 rct
12153 R	605-43160-374	Electricity Sales	\$41.73	9/16/2020	EU - Sep 20 rct	09 14 20 rct
12154 R	601-49400-371	Water Sales	\$1,446.62	9/16/2020	water dept - Sep 20 rct	09 15 20 rct
12154 R	601-49400-313	General Sales and Use Tax	\$2.15	9/16/2020	water dept - Sep 20 rct	09 15 20 rct
12154 R	605-43160-374	Electricity Sales	\$32.36	9/16/2020	EU - Sep 20 rct	09 15 20 rct
12154 R	606-49450-372	Sewer Replacement Fund	\$58.72	9/16/2020	SRF - Sep 20 rct	09 15 20 rct
12154 R	602-49450-372	Sewer Sales	\$1,569.78	9/16/2020	sewer - Sep 20 rct	09 15 20 rct

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Refer	Account	Last Dim Descr	Amount	Tran Date	Comments	Batch Name
12155 R	101-41000-322	Building Permits	\$1,999.75	9/23/2020	general - Noble Custom Homes	09 16 20 rct
12155 R	603-43254-371	Water Availability Charges	\$3,000.00	9/23/2020	WAC - Noble Custom Homes	09 16 20 rct
12155 R	603-43254-372	Sewer Availability Charges	\$3,000.00	9/23/2020	SAC - Noble Custom Homes	09 16 20 rct
12155 R	601-49400-371	Meter Sales	\$250.00	9/23/2020	water dept - Noble Custom Homes	09 16 20 rct
12156 R	101-41000-341	Assessment Search Fees	\$10.00	9/23/2020	general - Stearns County Abstract	09 16 20 rct
12157 R	101-41000-334	Electric Permits	\$209.00	9/23/2020	general - Kramer Electric	09 16 20 rct
12158 R	450-41000-313	General Sales and Use Tax	\$24,086.79	9/23/2020	CIP - general, sales tax	09 16 20 rct
12159 R	101-41000-341	Zoning and Subdivision Fees	\$50.00	9/23/2020	general - John Mondloch	09 16 20 rct
12159 R	450-41000-322	Park Dedication Fees	\$525.00	9/23/2020	CIP, general, John Mondloch	09 16 20 rct
12160 R	601-49400-371	Water Sales	\$997.34	9/23/2020	water dept - Sep 20 rct	09 16 20 rct
12160 R	601-49400-313	General Sales and Use Tax	\$7.09	9/23/2020	water dept - Sep 20 rct	09 16 20 rct
12160 R	605-43160-374	Electricity Sales	\$15.84	9/23/2020	EU - Sep 20 rct	09 16 20 rct
12160 R	606-49450-372	Sewer Replacement Fund	\$47.87	9/23/2020	SRF - Sep 20 rct	09 16 20 rct
12160 R	602-49450-372	Sewer Sales	\$845.05	9/23/2020	sewer - Sep 20 rct	09 16 20 rct
12161 R	101-41000-341	Assessment Search Fees	\$10.00	9/23/2020	general - S. Ball	09 18 20 rct
12162 R	601-49400-371	Water Sales	\$2,683.82	9/23/2020	water dept - Sep 20 rct	09 18 20 rct
12162 R	605-43160-374	Electricity Sales	\$46.16	9/23/2020	EU - Sep 20 rct	09 18 20 rct
12162 R	606-49450-372	Sewer Replacement Fund	\$118.20	9/23/2020	SRF - Sep 20 rct	09 18 20 rct
12162 R	602-49450-372	Sewer Sales	\$2,297.30	9/23/2020	sewer - Sep 20 rct	09 18 20 rct
12163 R	101-41000-322	Right of Way Permits	\$300.00	9/23/2020	general - A. Kraft	09 21 20 rct
12164 R	101-41000-341	Zoning and Subdivision Fees	\$750.00	9/23/2020	general - Knife River (IUP Mining-Ho	09 21 20 rct
12165 R	101-41000-341	Assessment Search Fees	\$10.00	9/23/2020	general - Heartland Title	09 21 20 rct
12166 R	101-41000-322	Building Permits	\$28.50	9/23/2020	general - H&S	09 21 20 rct
12167 R	101-41000-334	Electric Franchise Fee	\$4,981.00	9/23/2020	general - Stearns Electric	09 21 20 rct
12168 R	601-49400-371	Water Sales	\$899.66	9/23/2020	water dept - Sep 20 rct	09 21 20 rct
12168 R	601-49400-313	General Sales and Use Tax	\$10.48	9/23/2020	water dept - Sep 20 rct	09 21 20 rct
12168 R	605-43160-374	Electricity Sales	\$17.00	9/23/2020	EU - Sep 20 rct	09 21 20 rct
12168 R	606-49450-372	Sewer Replacement Fund	\$34.82	9/23/2020	SRF - Sep 20 rct	09 21 20 rct
12168 R	602-49450-372	Sewer Sales	\$900.37	9/23/2020	sewer - Sep 20 rct	09 21 20 rct
12169 R	601-49400-371	Water Sales	\$2,585.36	9/23/2020	water dept - Sep 20 rct	09 22 20 rct
12169 R	601-49400-313	General Sales and Use Tax	\$8.91	9/23/2020	water dept - Sep 20 rct	09 22 20 rct
12169 R	605-43160-374	Electricity Sales	\$35.98	9/23/2020	EU - Sep 20 rct	09 22 20 rct
12169 R	606-49450-372	Sewer Replacement Fund	\$123.58	9/23/2020	SRF - Sep 20 rct	09 22 20 rct
12169 R	602-49450-372	Sewer Sales	\$2,334.03	9/23/2020	sewer - Sep 20 rct	09 22 20 rct
12170 R	101-41000-341	Zoning and Subdivision Fees	\$750.00	9/30/2020	general - Kennel license/permit S. M	09 23 20 rct
12171 R	101-41000-322	Building Permits	\$188.86	9/30/2020	general - Mechanical Energy	09 23 20 rct
12172 R	601-49400-371	Water Sales	\$995.68	9/30/2020	water dept - Sep 20 rct	09 23 20 rct
12172 R	605-43160-374	Electricity Sales	\$13.85	9/30/2020	EU - Sep 20 rct	09 23 20 rct
12172 R	606-49450-372	Sewer Replacement Fund	\$48.36	9/30/2020	SRF - Sep 20 rct	09 23 20 rct
12172 R	602-49450-372	Sewer Sales	\$939.24	9/30/2020	sewer - Sep 20 rct	09 23 20 rct
12173 R	101-41000-322	Right of Way Permits	\$300.00	9/30/2020	general - C. Luaner	09 24 20 rct
12173 R	101-41000-322	Building Permits	\$2,412.25	9/30/2020	general - C. Launer	09 24 20 rct
12173 R	101-41000-321	Mailbox Posts/911 Signs	\$25.00	9/30/2020	general - C. Launer 911 sign	09 24 20 rct
12174 R	101-41000-334	Electric Permits	\$54.00	9/30/2020	general - Kramer Electric	09 24 20 rct
12175 R	101-41000-341	Assessment Search Fees	\$10.00	9/30/2020	general - Stearns County Abstract	09 24 20 rct
12176 R	602-49450-372	Sewer Sales	\$1,142.91	9/30/2020	sewer - Sep 20 rct	09 24 20 rct
12176 R	601-49400-371	Water Sales	\$1,548.51	9/30/2020	water dept - Sep 20 rct	09 24 20 rct
12176 R	601-49400-313	General Sales and Use Tax	\$29.68	9/30/2020	water dept - Sep 20 rct	09 24 20 rct
12176 R	605-43160-374	Electricity Sales	\$17.76	9/30/2020	EU - Sep 20 rct	09 24 20 rct
12176 R	606-49450-372	Sewer Replacement Fund	\$82.63	9/30/2020	SRF - Sep 20 rct	09 24 20 rct
12177 R	602-49450-372	Sewer Sales	\$1,033.41	9/30/2020	sewer - Sep 20 rct	09 25 20 rct

City of St. Augusta

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***Receipt Book**

Refer	Account	Last Dim Descr	Amount	Tran Date	Comments	Batch Name
12177 R	606-49450-372	Sewer Replacement Fund	\$42.91	9/30/2020	SRF - Sep 20 rct	09 25 20 rct
12177 R	601-49400-371	Water Sales	\$990.90	9/30/2020	water dept - Sep 20 rct	09 25 20 rct
12177 R	605-43160-374	Electricity Sales	\$20.64	9/30/2020	EU - Sep 20 rct	09 25 20 rct
12178 R	101-41000-321	Business Licenses/Permits	\$100.00	9/30/2020	general - GFL Environment	09 28 20 rct
12179 R	101-41000-341	Assessment Search Fees	\$20.00	9/30/2020	general - Heartland Title	09 28 20 rct
12180 R	601-49400-371	Water Sales	\$3,002.36	9/30/2020	water dept - Sep 20 rct	09 28 20 rct
12180 R	605-43160-374	Electricity Sales	\$13.98	9/30/2020	EU - Sep 20 rct	09 28 20 rct
12180 R	606-49450-372	Sewer Replacement Fund	\$98.09	9/30/2020	SRF - Sep 20 rct	09 28 20 rct
12180 R	602-49450-372	Sewer Sales	\$2,589.99	9/30/2020	sewer - Sep 20 rct	09 28 20 rct
12181 R	101-41000-334	Electric Permits	\$82.00	9/30/2020	geeral - Electrical Const Service	09 29 20 rct
12182 R	602-49450-372	Sewer Sales	\$250.55	9/30/2020	sewer - Sep 20 rct	09 29 20 rct
12182 R	601-49400-371	Water Sales	\$217.76	9/30/2020	water dept - Sep 20 rct	09 29 20 rct
12182 R	605-43160-374	Electricity Sales	\$2.00	9/30/2020	EU - Sep 20 rct	09 29 20 rct
12182 R	606-49450-372	Sewer Replacement Fund	\$6.75	9/30/2020	SRF - Sep 20 rct	09 29 20 rct
12183 R	101-41000-350	Fines and Forfeits	\$466.62	9/30/2020	general - misdemeanors	09 16 20 mis
Grand Total			\$115,137.68			

City of St. Augusta

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*Check Summary Register©

September 2020 to October 2020

Name	Check Date	Check Amt
10100 STATE BANK OF KIMBAL		
Paid Chk# 023709 BLASHACK, CHAD C.	9/3/2020	\$1,373.47
Paid Chk# 023710 HOLLERMANN, PAUL A.	9/3/2020	\$1,034.25
Paid Chk# 023711 KIFFMEYER, MARK G.	9/3/2020	\$1,339.36
Paid Chk# 023712 McCABE, WILLIAM R.	9/3/2020	\$2,240.21
Paid Chk# 023713 RASMUSON, TERESA M.	9/3/2020	\$51.99
Paid Chk# 023714 SCHLUETER, STEVEN F.	9/3/2020	\$598.94
Paid Chk# 023715 SCHREINER, CASEY C	9/3/2020	\$271.28
Paid Chk# 023716 WOLTERS, KENNETH G	9/3/2020	\$599.95
Paid Chk# 023717 JOHN HANCOCK	9/3/2020	\$900.00 g - pay 18 20 - Kiffmeyer
Paid Chk# 023718 COMMUNITY TECHNOLOGY CEN	9/3/2020	\$8,954.50 general - front door monitor
Paid Chk# 023719 BLASHACK, CHAD C.	9/17/2020	\$1,373.47
Paid Chk# 023720 HOLLERMANN, PAUL A.	9/17/2020	\$1,034.25
Paid Chk# 023721 KIFFMEYER, MARK G.	9/17/2020	\$1,339.36
Paid Chk# 023722 McCABE, WILLIAM R.	9/17/2020	\$2,240.21
Paid Chk# 023723 RASMUSON, TERESA M.	9/17/2020	\$9.07
Paid Chk# 023724 SCHLUETER, STEVEN F.	9/17/2020	\$473.51
Paid Chk# 023725 SCHREINER, CASEY C	9/17/2020	\$253.96
Paid Chk# 023726 WOLTERS, KENNETH G	9/17/2020	\$474.08
Paid Chk# 023727 JOHN HANCOCK	9/17/2020	\$900.00 g - pay 19 2020 def comp Kiffm
Paid Chk# 023728 BLASHACK, CHAD C.	9/30/2020	\$1,438.48
Paid Chk# 023729 HOLLERMANN, PAUL A.	9/30/2020	\$1,064.27
Paid Chk# 023730 KIFFMEYER, MARK G.	9/30/2020	\$1,460.60
Paid Chk# 023731 McCABE, WILLIAM R.	9/30/2020	\$2,660.03
Paid Chk# 023732 RASMUSON, TERESA M.	9/30/2020	\$9.07
Paid Chk# 023733 SCHLUETER, STEVEN F.	9/30/2020	\$518.20
Paid Chk# 023734 SCHREINER, CASEY C	9/30/2020	\$161.61
Paid Chk# 023735 WOLTERS, KENNETH G	9/30/2020	\$561.66
Paid Chk# 023736 TABATT, MICHAEL A.	9/30/2020	\$628.41
Paid Chk# 023737 BACKES, JUSTIN A	9/30/2020	\$875.39
Paid Chk# 023738 GENEUREUX, BRENT	9/30/2020	\$875.77
Paid Chk# 023739 REINERT, PAUL	9/30/2020	\$875.77
Paid Chk# 023740 SCHULZETENBERG, DONNA M	9/30/2020	\$800.77
Paid Chk# 023741 ZENZEN, MICHAEL	9/30/2020	\$561.75
Paid Chk# 023742 JOHN HANCOCK	9/30/2020	\$900.00 g - def comp pay 20 20 - Rasmu
Paid Chk# 023743 MN DEPT OF REVENUE	9/30/2020	\$2,487.75 emp pd state taxes
Paid Chk# 023744 AFLAC	10/6/2020	\$501.58 g - employee paid insurance
Paid Chk# 023745 ALLSTREAM	10/6/2020	\$429.22 general - city hall telephone
Paid Chk# 023746 AMEE CENTRAL	10/6/2020	\$1,926.00 general - voting booths
Paid Chk# 023747 ANDY TRAVAGLIO	10/6/2020	\$17.54 water dept - overpayment refun
Paid Chk# 023748 BANYON DATA SYSTEMS	10/6/2020	\$795.00 general - utility billing supp
Paid Chk# 023749 CENTRAL MCGOWAN	10/6/2020	\$264.84 fire dept - supplies
Paid Chk# 023750 CITY OF ST. AUGUSTA	10/6/2020	\$82.83 general - Sep 20 usage
Paid Chk# 023751 CITY OF ST. CLOUD	10/6/2020	\$26,890.04 water dept - Aug 20 usage
Paid Chk# 023752 COURI & RUPPE PLLP	10/6/2020	\$570.00 general - general legal counse
Paid Chk# 023753 DESIGN ELECTRIC	10/6/2020	\$215.60 general - hwy 15 and city 36 r
Paid Chk# 023754 FIRE CATT	10/6/2020	\$2,792.00 fire dept - fire hose testing

City of St. Augusta

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September 2020 to October 2020

	Name	Check Date	Check Amt	
Paid Chk# 023755	FIRE SAFETY USA	10/6/2020	\$1,421.49	fire dept - engine one repairs
Paid Chk# 023756	GOPHER STATE ONE-CALL	10/6/2020	\$94.50	sewer dept - locates
Paid Chk# 023757	GRANITE ELECTRONICS	10/6/2020	\$2,385.00	fire dept - radios
Paid Chk# 023758	HENRY SCHEIN	10/6/2020	\$451.18	fire dept - supplies
Paid Chk# 023759	LAND O AKES OIL & PROPANE	10/6/2020	\$843.60	fire dept - fuel for vehicles
Paid Chk# 023760	LEAGUE OF MN CITIES	10/6/2020	\$962.00	general - work comp insurance
Paid Chk# 023761	MARCO	10/6/2020	\$101.50	general - copier contract
Paid Chk# 023762	MOTOROLA	10/6/2020	\$5,268.98	fire dept - pagers/batteries
Paid Chk# 023763	NELSONS SANITATION & RENTA	10/6/2020	\$65.56	parks dept - toilet rental, HL
Paid Chk# 023764	NORTH STAR SIGNS & ENGRAVI	10/6/2020	\$459.00	pw dept - 4 fire signs
Paid Chk# 023765	ODESSA II	10/6/2020	\$6,594.00	CIP - parks, replace bridge de
Paid Chk# 023766	RMB ENVIRONMENTAL LABORA	10/6/2020	\$1,993.00	sewer dept - water samples
Paid Chk# 023767	RON'S PEST CONTROL SERVICE	10/6/2020	\$100.00	general - pest control around
Paid Chk# 023768	STEARNS COUNTY AUDITOR/TR	10/6/2020	\$6,750.00	general - 2020 2nd half crimin
Paid Chk# 023769	STEARNS ELECTRIC ASSOCIATI	10/6/2020	\$2,046.17	water dept - flow meter
Paid Chk# 023770	STEVE SCHLUETER	10/6/2020	\$138.00	parks dept - 240 mile @ .575
Paid Chk# 023771	SUMMIT COMPANIES	10/6/2020	\$550.85	fire dept - supplies
Paid Chk# 023772	UNITED STATES POSTAL SERVI	10/6/2020	\$1,730.00	water dept - mailing utility b
Paid Chk# 023773	WEST CENTRAL SANITATION	10/6/2020	\$449.42	fire dept - garbage service
Paid Chk# 023774	XCEL ENERGY	10/6/2020	\$46.76	general - gas usage
Paid Chk# 023775	ASHLYNN JOHNSON	10/6/2020	\$50.00	parks dept - Oct 20 refund
Paid Chk# 023776	CASEY LYNN EVANS	10/6/2020	\$50.00	parks dept - Oct 20 refund
Paid Chk# 023777	JEN FILEK	10/6/2020	\$75.00	parks dept - Oct 20 refund
Paid Chk# 023778	JOSH ROSSINGER	10/6/2020	\$75.00	parks dept - Oct 20 refund
Paid Chk# 023779	LANCE KLOCKER	10/6/2020	\$75.00	parks dept - Oct 20 refund
Paid Chk# 023780	MARY JO ANNIS	10/6/2020	\$75.00	parks dept - Oct 20 refund
Paid Chk# 023781	MICHAEL HOWARD	10/6/2020	\$50.00	parks dept - Oct 20 refund
Paid Chk# 023782	SHARON FROELING	10/6/2020	\$50.00	parks dept - Oct 20 refund
Paid Chk# 023783	SYLVIA LAFOND	10/6/2020	\$50.00	parks dept - Oct 20 refund
Paid Chk# 023784	ARNOLDS OF ST. CLOUD	10/6/2020	\$626.46	pw dept - tractor repairs
Paid Chk# 023785	ARVOLA HOMES INC	10/6/2020	\$200.00	pw dept - row refund 23063 Tur
Paid Chk# 023786	COLLABORATIVE PLANNING LLC	10/6/2020	\$315.00	general - dollar general
Paid Chk# 023787	COMMUNITY TECHNOLOGY CEN	10/6/2020	\$293.50	general - COVID related expens
Paid Chk# 023788	CORE & MAIN LP	10/6/2020	\$2,809.18	water dept - curb box
Paid Chk# 023789	FLOW MEASUREMENT CONTRO	10/6/2020	\$685.00	water dept - pipe flow meter c
Paid Chk# 023790	KELLY C JOHNSON INC	10/6/2020	\$717.40	general - Sep 2020 permits
Paid Chk# 023791	KNIFE RIVER	10/6/2020	\$208,006.77	CIP - pw dept, 2020 road proje
Paid Chk# 023792	MID MN CODE ENFORCEMENT	10/6/2020	\$25,001.47	general - 3rd qtr 2020 permit
Paid Chk# 023793	MN DEPT OF LABOR & INDUSTR	10/6/2020	\$2,204.04	general - 3rd qtr 2020 surchar
Paid Chk# 023794	MN DEPT OF REVENUE	10/6/2020	\$430.00	water dept - 3rd qtr sales tax
Paid Chk# 023795	PETTY CASH	10/6/2020	\$31.98	general - petty cash
Paid Chk# 023796	TONY LAUNER	10/6/2020	\$300.00	pw dept - row refund 6336 230t
Total Checks			\$350,447.85	

Michael G. Zenzen

FILTER: None

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10100 STATE BANK OF KIMBALPaid Chk# 023784 10/6/2020 **ARNOLDS OF ST. CLOUD**

E 101-41130-220 Repair/Maint Supply \$626.46 W02126 pw dept - tractor repairs

Total ARNOLDS OF ST. CLOUD \$626.46Paid Chk# 023785 10/6/2020 **ARVOLA HOMES**

E 101-41130-342 Refunds \$200.00 pw dept - row refund 23063 Turquoise Street

Total ARVOLA HOMES \$200.00Paid Chk# 023786 10/6/2020 **COLLABORATIVE PLANNING LLC**

E 101-41000-307 Planning (GENERAL) \$78.75 general - second chance animal care

E 101-41000-307 Planning (GENERAL) \$210.00 2020-187 general - knife river corp

E 101-41000-307 Planning (GENERAL) \$26.25 2020-187 general - dollar general

Total COLLABORATIVE PLANNING LLC \$315.00Paid Chk# 023787 10/6/2020 **COMMUNITY TECHNOLOGY CENTER**

E 101-41000-250 COVID \$293.50 CTC1638 general - COVID related expenses

Total COMMUNITY TECHNOLOGY CENTER \$293.50Paid Chk# 023788 10/6/2020 **CORE & MAIN LP (WAS MN PIPE)**

E 601-49400-210 Operating Supplies (GENERAL) \$459.18 M995212 water dept - curb box

E 601-49400-430 Miscellaneous \$1,175.00 N058828 water dept - support services

E 602-49450-430 Miscellaneous \$1,175.00 N058828 sewer dept - support services

Total CORE & MAIN LP (WAS MN PIPE) \$2,809.18Paid Chk# 023789 10/6/2020 **FLOW MEASUREMENT CONTROL CO**

E 601-49400-210 Operating Supplies (GENERAL) \$342.50 9112 water dept - pipe flow meter certification

E 602-49450-210 Operating Supplies (GENERAL) \$342.50 9112 sewer dept - pipe flow meter certification

Total FLOW MEASUREMENT CONTROL CO \$685.00Paid Chk# 023790 10/6/2020 **KELLY C JOHNSON INC**

E 101-41220-742 Electrical Insp \$717.40 general - Sep 2020 permits

Total KELLY C JOHNSON INC \$717.40Paid Chk# 023791 10/6/2020 **KNIFE RIVER**

E 450-41130-230 Overlaying \$208,006.77 09162020 CIP - pw dept, 2020 road project

Total KNIFE RIVER \$208,006.77Paid Chk# 023792 10/6/2020 **MID MN CODE ENFORCEMENT**

E 101-41220-300 support services \$25,001.47 general - 3rd qtr 2020 permits

Total MID MN CODE ENFORCEMENT \$25,001.47Paid Chk# 023793 10/6/2020 **MN DEPT OF LABOR & INDUSTRY**

E 101-41220-722 Bldg Permit Surcharge \$2,204.04 general - 3rd qtr 2020 surcharge

Total MN DEPT OF LABOR & INDUSTRY \$2,204.04Paid Chk# 023794 10/6/2020 **MN DEPT OF REVENUE**

E 101-45200-113 State Sales Tax \$42.00 parks dept - 3rd qtr sales tax (\$611)

E 601-49400-113 State Sales Tax \$388.00 water dept - 3rd qtr sales tax (\$5644)

Total MN DEPT OF REVENUE \$430.00Paid Chk# 023795 10/6/2020 **PETTY CASH**

E 101-41000-211 Petty Cash \$31.98 general - petty cash

Total PETTY CASH \$31.98

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October 2020

			Check Amt	Invoice	Comment
Paid Chk#	023796	10/6/2020	TONY LAUNER		
E 101-41130-342	Refunds		\$300.00		pw dept - row refund 6336 230th Street
Total		TONY LAUNER	\$300.00		
10100		STATE BANK OF KIMBAL	\$241,620.80		

Fund Summary**10100 STATE BANK OF KIMBAL**

101 GENERAL FUND	\$29,731.85
450 CAPITAL PROJECT FUND	\$208,006.77
601 WATER FUND	\$2,364.68
602 SEWER FUND	\$1,517.50
	<hr/>
	\$241,620.80

Michael G. Zenzen

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10100 STATE BANK OF KIMBAL

Paid Chk#	022144E	10/1/2020	CHAD BLASHACK		
E 101-41130-212	Motor Fuels		\$107.52		pw dept - fuel for city vehicles
E 101-41000-200	Office Supplies (GENERAL)		\$47.01		general - office supplies - Office Depot
E 101-45200-220	Repair/Maint Supply		\$20.07		parks dept - supplies - Glasswerks
E 601-49400-210	Operating Supplies (GENERAL)		\$459.18		water dept - curb box - Core and Main
E 101-41130-220	Repair/Maint Supply		\$172.91		pw dept - supplies - Menards
E 101-41130-220	Repair/Maint Supply		\$41.10		pw dept - supplies - Menards
E 101-41000-200	Office Supplies (GENERAL)		\$12.99		general - supplies - Office Depot
E 101-41000-200	Office Supplies (GENERAL)		\$39.49		general - supplies - Office Depot
E 601-49400-210	Operating Supplies (GENERAL)		\$73.00		water dept - flags/markings - Core and Main
E 101-45200-220	Repair/Maint Supply		\$6.66		parks dept - supplies - Builders First
			Total CHAD BLASHACK	\$979.93	

Paid Chk# 022145E 10/1/2020 US BANK CLASEMAN

E 101-42270-220	Repair/Maint Supply		\$318.24		fire dept - batteries - Batteries Plus
E 101-42270-220	Repair/Maint Supply		\$100.00		fire dept - remote access - Zoho
E 101-42270-220	Repair/Maint Supply		\$16.13		fire dept - cables - Amazon
			Total US BANK CLASEMAN	\$434.37	

Paid Chk# 022146E 10/1/2020 US BANK HOLLERMANN

E 101-41130-212	Motor Fuels		\$178.93		pw dept - gas for city vehicles
E 101-45200-220	Repair/Maint Supply		\$72.99		parks dept - supplies - Builders First
			Total US BANK HOLLERMANN	\$251.92	

Paid Chk# 022147E 10/1/2020 US BANK KIFFMEYER

E 101-41130-212	Motor Fuels		\$213.42		pw dept - fuel for city vehicles
E 101-41130-220	Repair/Maint Supply		\$594.50		pw dept - mower parts - Arnolds
E 101-45200-220	Repair/Maint Supply		\$221.62		parks dept - supplies - Midwest Machinery
E 101-41130-220	Repair/Maint Supply		\$125.87		pw dept - supplies - Mimbach
E 101-41130-220	Repair/Maint Supply		\$130.08		pw dept - supplies - Mimbach
E 101-41130-220	Repair/Maint Supply		\$57.29		pw dept - supplies - Mimbach
E 101-41130-220	Repair/Maint Supply		\$33.39		pw dept - supplies - Mimbach
E 101-41130-220	Repair/Maint Supply		\$101.98		pw dept - supplies - Mimbach
E 101-41130-220	Repair/Maint Supply		\$29.56		pw dept - supplies - Fastenal
E 101-41130-220	Repair/Maint Supply		\$59.98		pw dept - supplies - Auto Value
E 101-41130-220	Repair/Maint Supply		\$182.00		pw dept - cold patch - Knife River
E 101-41130-220	Repair/Maint Supply		\$60.46		pw dept - supplies - Midway Iron
E 101-41130-220	Repair/Maint Supply		\$164.59		pw dept - supplies - Mimbach
E 101-41130-101	Full-Time Employees Regular		\$18.96		pw dept - supplies - Mimbach
			Total US BANK KIFFMEYER	\$1,993.70	

Paid Chk# 022148E 10/1/2020 US BANK MCCABE

E 101-41000-300	support services		\$19.98		general - remote back up - DriCrash Plan
E 101-41000-250	COVID		\$31,463.47		general - COVID fire dept medical - Stryker Medical
			Total US BANK MCCABE	\$31,483.45	

Paid Chk# 022149E 10/1/2020 US BANK RASMUSON

E 101-42270-321	Telephone		\$54.95		fire dept - telephone - Arvig
E 101-45200-410	Rentals		\$75.56		parks dept - toilet rental - Nelson's
E 101-41000-323	Internet		\$16.83		general - internet - Midco
			Total US BANK RASMUSON	\$147.34	

Paid Chk# 022150E 10/1/2020 US BANK SCHLUETER

E 101-45200-220	Repair/Maint Supply		\$36.29		parks dept - supplies - Menards
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			Check Amt	Invoice	Comment
E 101-45200-212	Motor Fuels		\$31.00		parks dept - fuel for mowers - PB
	Total US BANK SCHLUETER		\$67.29		
Paid Chk# 022151E	10/1/2020	US BANK VOIGT			
E 101-45200-220	Repair/Maint Supply		\$435.00		fire dept - fire additive - Fire Safety USA
	Total US BANK VOIGT		\$435.00		
Paid Chk# 022152E	10/1/2020	US BANK WOLTERS			
E 101-45200-220	Repair/Maint Supply		\$15.05		parks dept - supplies - Menards
	Total US BANK WOLTERS		\$15.05		
Paid Chk# 023744	10/6/2020	AFLAC			
G 101-21710	Other Deductions		\$350.50		g - employee paid insurance
G 601-21710	Other Deductions		\$75.54		g - employee paid insurance
G 602-21710	Other Deductions		\$75.54		g - employee paid insurance
	Total AFLAC		\$501.58		
Paid Chk# 023745	10/6/2020	ALLSTREAM INTEGRA			
E 101-41000-321	Telephone		\$190.88		general - city hall telephone
E 101-42270-321	Telephone		\$131.80		fire dept - telephone
E 602-49450-321	Telephone		\$106.54		sewer dept - telephone
	Total ALLSTREAM INTEGRA		\$429.22		
Paid Chk# 023746	10/6/2020	AMEE CENTRAL			
E 101-41000-250	COVID		\$1,926.00	20020-127	general - voting booths
	Total AMEE CENTRAL		\$1,926.00		
Paid Chk# 023747	10/6/2020	ANDY TRAVAGLIO			
E 601-49400-430	Miscellaneous		\$8.77		water dept - overpayment refund
E 602-49450-430	Miscellaneous		\$8.77		sewer dept - overpayment refund
	Total ANDY TRAVAGLIO		\$17.54		
Paid Chk# 023748	10/6/2020	BANYON DATA SYSTEMS			
E 101-41000-300	support services		\$795.00		general - utility billing support
	Total BANYON DATA SYSTEMS		\$795.00		
Paid Chk# 023749	10/6/2020	CENTRAL MCGOWAN			
E 101-42270-220	Repair/Maint Supply		\$264.84	00392458	fire dept - supplies
	Total CENTRAL MCGOWAN		\$264.84		
Paid Chk# 023750	10/6/2020	CITY OF ST. AUGUSTA			
E 101-41000-736	city halls sewer/water expense		\$82.83		general - Sep 20 usage
	Total CITY OF ST. AUGUSTA		\$82.83		
Paid Chk# 023751	10/6/2020	CITY OF ST. CLOUD			
E 601-49400-312	Water/Contract Services		\$16,585.60		water dept - Aug 20 usage
E 602-49450-313	Sewer/Contract Services		\$4,327.80		sewer dept - Aug 20 treatment charges
E 602-47000-602	NR2 Project - principal/int		\$5,976.64		sewer dept - NR2 project
	Total CITY OF ST. CLOUD		\$26,890.04		
Paid Chk# 023752	10/6/2020	COURI & RUPPE PLLP			
E 101-41000-304	Legal Fees		\$570.00		general - general legal counsel
	Total COURI & RUPPE PLLP		\$570.00		
Paid Chk# 023753	10/6/2020	DESIGN ELECTRIC			
E 101-41000-430	Miscellaneous		\$215.60	13162	general - hwy 15 and city 36 red light out

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October 2020

			Check Amt	Invoice	Comment
Total DESIGN ELECTRIC			\$215.60		
Paid Chk# 023754	10/6/2020	FIRE CATT			
E 101-42270-220	Repair/Maint Supply		\$2,792.00	8675	fire dept - fire hose testing
Total FIRE CATT			\$2,792.00		
Paid Chk# 023755	10/6/2020	FIRE SAFETY USA			
E 101-42270-220	Repair/Maint Supply		\$1,421.49	138721	fire dept - engine one repairs
Total FIRE SAFETY USA			\$1,421.49		
Paid Chk# 023756	10/6/2020	GOPHER STATE ONE-CALL			
E 601-49400-314	Gopher State One Calls		\$47.25		water dept - locates
E 602-49450-314	Gopher State One Calls		\$47.25		sewer dept - locates
Total GOPHER STATE ONE-CALL			\$94.50		
Paid Chk# 023757	10/6/2020	GRANITE ELECTRONICS			
E 101-42270-220	Repair/Maint Supply		\$2,385.00	150007654-1	fire dept - radios
Total GRANITE ELECTRONICS			\$2,385.00		
Paid Chk# 023758	10/6/2020	HENRY SCHEIN			
E 101-42270-232	EMS Supplies		\$451.18	80296634	fire dept - supplies
Total HENRY SCHEIN			\$451.18		
Paid Chk# 023759	10/6/2020	LAND O LAKES OIL & PROPANE			
E 101-45200-212	Motor Fuels		\$100.00	293390	parks dept - fuel for vehicles
E 101-42270-212	Motor Fuels		\$743.60	293390	fire dept - fuel for vehicles
Total LAND O LAKES OIL & PROPANE			\$843.60		
Paid Chk# 023760	10/6/2020	LEAGUE OF MN CITIES			
E 101-41000-151	Worker s Comp Insurance Prem		\$962.00		general - work comp insurance
Total LEAGUE OF MN CITIES			\$962.00		
Paid Chk# 023761	10/6/2020	MARCO			
E 101-41000-300	support services		\$101.50		general - copier contract
Total MARCO			\$101.50		
Paid Chk# 023762	10/6/2020	MOTOROLA			
E 450-42270-737	radios		\$5,268.98	8281022409	fire dept - pagers/batteries
Total MOTOROLA			\$5,268.98		
Paid Chk# 023763	10/6/2020	NELSONS TOILET RENTAL			
E 101-45200-410	Rentals		\$65.56		parks dept - toilet rental, HLP
Total NELSONS TOILET RENTAL			\$65.56		
Paid Chk# 023764	10/6/2020	NORTH STAR SIGNS & ENGRAVING			
E 101-45200-220	Repair/Maint Supply		\$192.00	22892	parks dept - signs for park
E 607-41000-220	Repair/Maint Supply		\$192.00	22892	MS4 - signs
E 101-41130-220	Repair/Maint Supply		\$75.00	22892	pw dept - 4 fire signs
Total NORTH STAR SIGNS & ENGRAVING			\$459.00		
Paid Chk# 023765	10/6/2020	ODESSA II			
E 450-45200-430	Miscellaneous		\$6,594.00		CIP - parks, replace bridge decking at Kiffmeyer
Total ODESSA II			\$6,594.00		
Paid Chk# 023766	10/6/2020	RMB ENVIRONMENTAL			
E 602-49450-316	Sample Analysis		\$223.00	497005	sewer dept - water samples

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October 2020

		Check Amt	Invoice	Comment
E 602-49450-316	Sample Analysis	\$290.00	497054	sewer dept - water samples
E 602-49450-316	Sample Analysis	\$73.00	498175	sewer dept - water samples
E 602-49450-316	Sample Analysis	\$223.00	499968	sewer dept - water samples
E 602-49450-316	Sample Analysis	\$73.00	501816	sewer dept - water samples
E 602-49450-316	Sample Analysis	\$223.00	503554	sewer dept - water samples
E 602-49450-316	Sample Analysis	\$73.00	505770	sewer dept - water samples
E 602-49450-316	Sample Analysis	\$223.00	507955	sewer dept - water samples
E 602-49450-316	Sample Analysis	\$73.00	510144	sewer dept - water samples
E 602-49450-316	Sample Analysis	\$223.00	513714	sewer dept - water samples
E 602-49450-316	Sample Analysis	\$73.00	D004097	sewer dept - water samples
E 602-49450-316	Sample Analysis	\$223.00	D004789	sewer dept - water samples
Total RMB ENVIRONMENTAL		\$1,993.00		
<hr/>				
Paid Chk#	023767	10/6/2020	RON'S PEST CONTROL SERVICE	
E 101-41000-520	Buildings and Structures	\$100.00		general - pest control around city hall
Total RONS PEST CONTROL SERVICE		\$100.00		
<hr/>				
Paid Chk#	023768	10/6/2020	STEARNS COUNTY AUDITOR/TREAS	
E 101-41000-305	Attorney (prosecution)	\$6,750.00	2020-0000002	general - 2020 2nd half criminal prosecution contract
Total STEARNS COUNTY AUDITOR/TREAS		\$6,750.00		
<hr/>				
Paid Chk#	023769	10/6/2020	STEARNS ELECTRIC ASSOCIATION	
E 101-42270-387	Fire Dept Utilities	\$517.11		fire dept - fire hall
E 101-45200-381	Electric Utilities	\$81.30		parks dept - HLP
E 101-41000-381	Electric Utilities	\$172.88		general - city hall
E 101-42270-387	Fire Dept Utilities	\$48.07		fire dept - fire hydrant
E 101-41000-381	Electric Utilities	\$38.00		general - 2 meters
E 602-49450-381	Electric Utilities	\$270.70		sewer dept - lift station 1
E 101-41000-381	Electric Utilities	\$34.14		general - city hall
E 101-41000-381	Electric Utilities	\$10.95		general - street light
E 602-49450-381	Electric Utilities	\$190.85		sewer dept - lift station 2
E 605-43160-380	Utility Services (GENERAL)	\$90.75		EU - Emerald Ponds
E 101-45200-381	Electric Utilities	\$99.81		parks dept - KP
E 605-43160-380	Utility Services (GENERAL)	\$124.50		EU - Blackberry Farms
E 605-43160-380	Utility Services (GENERAL)	\$108.00		EU - Emerald Ponds
E 101-41000-381	Electric Utilities	\$106.07		general - State Hwy 15 light
E 602-49450-381	Electric Utilities	\$27.75		sewer dept - lift station
E 101-41000-381	Electric Utilities	\$30.38		general - Lion's Sign
E 601-49400-381	Electric Utilities	\$25.74		water dept - flow meter
E 101-45200-381	Electric Utilities	\$69.17		parks dept - HLP shelter
Total STEARNS ELECTRIC ASSOCIATION		\$2,046.17		
<hr/>				
Paid Chk#	023770	10/6/2020	STEVE SCHLUETER	
E 101-45200-430	Miscellaneous	\$138.00		parks dept - 240 mile @ .575
Total STEVE SCHLUETER		\$138.00		
<hr/>				
Paid Chk#	023771	10/6/2020	SUMMIT COMPANIES	
E 101-42270-220	Repair/Maint Supply	\$550.85	1563455	fire dept - supplies
Total SUMMIT COMPANIES		\$550.85		
<hr/>				
Paid Chk#	023772	10/6/2020	UNITED STATES POSTAL SERVICE	
E 601-49400-322	Postage	\$600.00		water dept - mailing utility bills
E 602-49450-322	Postage	\$600.00		sewer dept - mailing utility bills
E 607-41000-322	Postage	\$530.00		STW - mailing STW bills

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October 2020

			Check Amt	Invoice	Comment
Total	UNITED STATES POSTAL SERVICE		\$1,730.00		
Paid Chk# 023773	10/6/2020	WEST CENTRAL SANITATION			
E 101-41000-384	Refuse/Garbage Disposal		\$164.08		general - garbage service
E 101-45200-384	Refuse/Garbage Disposal		\$258.26		parks dept - garbage service
E 101-42270-384	Refuse/Garbage Disposal		\$27.08		fire dept - garbage service
Total	WEST CENTRAL SANITATION		\$449.42		
Paid Chk# 023774	10/6/2020	XCEL ENERGY			
E 101-41000-383	Gas Utilities		\$46.76		general - gas usage
Total	XCEL ENERGY		\$46.76		
Paid Chk# 023775	10/6/2020	ASHLYNN JOHNSON			
E 101-45200-342	Refunds		\$50.00		parks dept - Oct 20 refund
Total	ASHLYNN JOHNSON		\$50.00		
Paid Chk# 023776	10/6/2020	CASEY LYNN EVANS			
E 101-45200-342	Refunds		\$50.00		parks dept - Oct 20 refund
Total	CASEY LYNN EVANS		\$50.00		
Paid Chk# 023777	10/6/2020	JEN FILEK			
E 101-45200-342	Refunds		\$75.00		parks dept - Oct20 refund
Total	JEN FILEK		\$75.00		
Paid Chk# 023778	10/6/2020	JOSH ROSSINGER			
E 101-45200-342	Refunds		\$75.00		parks dept - Oct 20 refund
Total	JOSH ROSSINGER		\$75.00		
Paid Chk# 023779	10/6/2020	LANCE KLOCKER			
E 101-45200-342	Refunds		\$75.00		parks dept - Oct 20 refund
Total	LANCE KLOCKER		\$75.00		
Paid Chk# 023780	10/6/2020	MARY JO ANNIS			
E 101-45200-342	Refunds		\$75.00		parks dept - Oct 20 refund
Total	MARY JO ANNIS		\$75.00		
Paid Chk# 023781	10/6/2020	MICHAEL HOWARD			
E 101-45200-342	Refunds		\$50.00		parks dept - Oct 20 refund
Total	MICHAEL HOWARD		\$50.00		
Paid Chk# 023782	10/6/2020	SHARON FROELING			
E 101-45200-342	Refunds		\$50.00		parks dept - Oct 20 refund
Total	SHARON FROELING		\$50.00		
Paid Chk# 023783	10/6/2020	SYLVIA LAFOND			
E 101-45200-342	Refunds		\$50.00		parks dept - Oct 20 refund
Total	SYLVIA LAFOND		\$50.00		
10100	STATE BANK OF KIMBAL		\$103,293.71		

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October 2020

Check Amt Invoice Comment

Fund Summary**10100 STATE BANK OF KIMBAL**

101 GENERAL FUND	\$58,885.56
450 CAPITAL PROJECT FUND	\$11,862.98
601 WATER FUND	\$17,875.08
602 SEWER FUND	\$13,624.84
605 LIGHTING UTILITY	\$323.25
607 STORMWATER UTILITY	\$722.00
	<hr/>
	\$103,293.71

Michael G. Zenzen

	General Fund	CIP Fund	Debt Service	SAC/WAC Fund	Water Fund	Sewer Fund	Storm Water	Sewer Debt	Street Light	TIF - Cedar Point	F - St. Cloud Tru	Monthly Totals
Cash Balance 12/31/19(un-audited)	\$ 1,083,574	\$ 1,721,738.00	\$ 345,311	\$ 469,816	\$ 35,888	\$ 57,512	\$ 77,352	\$ 94,787	\$ 3,417	\$ -	\$ 43,961	\$ 3,933,356
Receipts January 2020	\$ 16,256	\$ 24,196.80	\$ 565	\$ 28,088	\$ 25,513	\$ 31,672	\$ 8,794	\$ 1,052	\$ 496		\$ 732	\$ 137,364
Ex. January 2020	\$ 54,711	\$ 53,989.38	\$ 495		\$ 21,794	\$ 45,203	\$ 758		\$ 323			\$ 177,274
Receipts February 2020	\$ 15,606	\$ 28,838.43			\$ 20,151	\$ 25,785	\$ 840	\$ 806	\$ 340			\$ 92,367
Ex. February 2020	\$ 54,294	\$ 100.50			\$ 31,918	\$ 41,730	\$ 1,659		\$ 323			\$ 130,025
Receipts March 2020	\$ 8,605	\$ 49,336.34			\$ 20,569	\$ 26,473	\$ 230	\$ 783	\$ 375			\$ 106,372
Ex. March 2020	\$ 51,183	\$ 635.80			\$ 118,754	\$ 218,134	\$ 1,288		\$ 647		\$ 48,478	\$ 439,120
Receipts April 2019	\$ 14,163	\$ 22,368.56			\$ 21,702	\$ 27,062	\$ 173	\$ 903	\$ 389			\$ 86,761
Ex. April 2019	\$ 47,513	\$ 2,561.34			\$ 15,638	\$ 16,637	\$ 1,137		\$ 323			\$ 83,810
Receipts May 2019	\$ 16,944	\$ 1,092.16			\$ 19,166	\$ 24,124	\$ 259	\$ 1,556	\$ 407			\$ 63,549
Ex. May 2019	\$ 138,163	\$ 10,047.07			\$ 19,743	\$ 19,777	\$ 2,548		\$ 323			\$ 190,601
Receipts June 2019	\$ 385,521	\$ 260,788.77	\$ 47,542	\$ 70,513	\$ 27,869	\$ 26,307	\$ 86	\$ 1,141	\$ 383		\$ 53,519	\$ 873,670
Ex. June 2019	\$ 57,646	\$ 32,945.00			\$ 15,899	\$ 15,122	\$ 19,421					\$ 141,033
Receipts July 2019	\$ 298,162	\$ 77,046.08	\$ 1,536	\$ 12,109	\$ 31,730	\$ 23,845	\$ 1,479	\$ 1,331	\$ 358			\$ 447,595
Ex. July 2019	\$ 57,939	\$ 125,296.90			\$ 24,748	\$ 19,346	\$ 8,806		\$ 323			\$ 236,459
Receipts August 2019	\$ 18,110	\$ 22,987.55		\$ 12,000	\$ 27,222	\$ 21,939	\$ 29	\$ 1,177	\$ 307			\$ 103,772
Ex. August 2019	\$ 55,948	\$ 1,783.00			\$ 117,334	\$ 292,743	\$ 758		\$ 323		\$ 201	\$ 469,091
Receipts September 2019	\$ 25,675	\$ 25,189.87		\$ 6,000	\$ 31,051	\$ 25,736		\$ 1,131	\$ 355			\$ 115,138
Ex. September 2019	\$ 67,024	\$ 23,426.84			\$ 29,621	\$ 16,812	\$ 21,358		\$ 323			\$ 158,564
Receipts October 2019												\$ -
Ex. October 2019	\$ 88,267	\$ 219,869.75			\$ 20,164	\$ 15,067	\$ 722		\$ 323			\$ 344,413
Receipts November 2019												\$ -
Ex. November 2019												\$ -
Receipts December 2019												\$ -
Ex. December 2019												\$ -
Cash Balance	\$ 1,209,929	\$ 1,762,926.98	\$ 394,458	\$ 598,525	\$ (154,751)	\$ (410,116)	\$ 30,785	\$ 104,668	\$ 3,596	\$ -	\$ 49,533	\$ 3,589,554

2020 CIP Breakdown	Unallocated	Admin	Park	Streets	Fire	Total
Beginning Balance -12/31/19						
Un-Audited	\$486,590.90	\$45,163.27	\$607,909.15	\$597,049.83	(\$14,975.15)	\$1,721,738.00
2019 Street Project Engineering				(\$241.50)		(\$241.50)
Skid Loader (JCB)				\$ (53,747.88)		(\$53,747.88)
January Cable Franchise Fees		\$ 581.06				\$581.06
January Sales Tax			\$ 10,385.75	\$ 10,385.74		\$20,771.49
January Property Tax				\$ 2,133.27	\$ 210.98	\$2,344.25
January Meat Raffle Proceeds					\$ 500.00	\$500.00
Street Project Engineering				\$ (100.50)		(\$100.50)
February Sales Tax			\$ 12,730.92	\$ 12,730.91		\$25,461.83
February Cable Franchise Fees		\$ 577.04				\$577.04
Sale of Fire Truck (Ambulance)					\$ 2,000.00	\$2,000.00
February Meat Raffle Proceeds					\$ 500.00	\$500.00
Gravel Tax				\$ 299.56		\$299.56
Wildland Turn-out Gear					\$ (635.80)	(\$635.80)
Sales Tax (Trail Share)			\$ 47,750.00			\$47,750.00
March Sales Tax			\$ 256.87	\$ 256.86		\$513.73
March Cable Franchise Fees		\$ 572.61				\$572.61
March Meat Raffle Proceeds					\$ 500.00	\$500.00
Turn - Out Gear					\$ (2,561.34)	(\$2,561.34)
April Cable Franchise Fees		\$ 568.56				\$568.56
Extracation Equipment Grant					\$ 21,800.00	\$21,800.00
2020 Street Project Engineering				\$ (10,047.07)		(\$10,047.07)
May Cable Franchise Fees		\$ 567.16				\$567.16
Park Dedication Fee			\$ 525.00			\$525.00
2020 Street Project Engineering				\$ (32,945.00)		(\$32,945.00)
215th Street Patching				\$ (8,160.00)		(\$8,160.00)
2020 Street Project Engineering				\$ (3,010.00)		(\$3,010.00)
International Plow Truck				\$ (87,943.95)		(\$87,943.95)
June Sales Tax			\$ 24,471.07	\$ 24,471.07		\$48,942.14
June Cable Franchise Fees		\$ 567.41				\$567.41
June Property Tax				\$ 177,077.35	\$ 33,729.02	\$210,806.37
Fire Grant SCBA Bottles					\$ 472.85	\$472.85
Turn - Out Gear					\$ (26,182.95)	(\$26,182.95)
Local Government Aid				\$ 49,816.50		\$49,816.50
July Sales Tax			\$ 9,961.84	\$ 9,961.83		\$19,923.67
July Cable Franchise Fees		\$ 566.54				\$566.54
July Property Tax				\$ 5,661.07	\$ 1,078.30	\$6,739.37
2020 Street Project Engineering				\$ (1,783.00)		(\$1,783.00)
2020 Street Project Engineering				\$ (23,426.84)		(\$23,426.84)
August Sales Tax			\$ 9,685.17	\$ 9,685.17		\$19,370.34
August Cable Franchise Fees		\$ 558.33				\$558.33
Fire Grant					\$ 2,500.00	\$2,500.00
Aggregate Tax				\$ 558.88		\$558.88
September Franchise Fees		\$ 578.08				\$578.08
Park Dedication Fee			\$ 525.00			\$525.00
September Sales Tax			\$ 12,043.39	\$ 12,043.40		\$24,086.79
Radios					\$ (5,268.98)	(\$5,268.98)
Kiffmeyer Park Bridge Decking			\$ (6,594.00)			(\$6,594.00)
2020 Street Project Construction				\$ (208,006.77)		(\$208,006.77)
						\$0.00
						\$0.00
Totals	\$486,590.90	\$50,300.06	\$729,650.16	\$482,718.93	\$13,666.93	\$1,762,926.98

Unallocated - Reserved

Eagle Drive	\$ 17,912.00
215th Street	\$ 53,375.50
Trails (Sales Tax Specific)	\$ 95,500.00

	2020	Spent/Received	% of Budget	Remaining Amount
Revenues	Budget	As of October 6, 2020	Spent	
General Fund	\$849,768	\$ 808,894	95.19%	\$40,874
Capital Improvement Fund	\$723,000	\$ 512,418	70.87%	\$210,582
Water Fund	\$354,063	\$ 231,123	65.28%	\$122,940
Sewer Fund	\$591,318	\$ 240,043	40.59%	\$351,275
Sewer Debt Fund	\$12,500	\$ 10,128	81.02%	\$2,372
Street Light Fund	\$4,500	\$ 3,495	77.66%	\$1,005
WAC/SAC Improvement Fund	\$112,529	\$ 128,709	114.38%	(\$16,180)
Debt Service	\$87,700	\$ 49,741	56.72%	\$37,959
TIF GJ Enterprises	\$0	\$ -	#DIV/0!	\$0
TIF St. Cloud Truck	\$48,000	\$ 54,251	113.02%	(\$6,251)
Storm Water	\$50,000	\$ 11,977	23.95%	\$38,023
Total Revenues	\$2,833,378	\$ 2,050,780	72.38%	\$782,598
Expenditures				
General Fund	\$830,778	\$ 685,424	82.50%	\$145,354
Capital Improvement Fund	\$723,000	\$ 470,656	65.10%	\$252,344
Water Fund	\$354,063	\$ 416,124	117.53%	(\$62,061)
Sewer Fund	\$591,319	\$ 701,083	118.56%	(\$109,764)
Storm Water Utility Fund	\$25,814	\$ 58,457	226.46%	(\$32,643)
Street Light Fund	\$4,380	\$ 3,233	73.80%	\$1,148
WAC/SAC Improvement Fund	\$112,529	\$ -	0.00%	\$112,529
Debt Service	\$216,943	\$ 495	0.23%	\$216,448
TIF GJ Enterprises	\$0		#DIV/0!	\$0
TIF St. Cloud Truck	\$48,679	\$ 48,679	100.00%	(\$0)
Total Expenditures	\$2,907,505	\$ 2,384,151	82.00%	\$523,354

General Fund				
	2020	Spent	% of Budget	Remaining Amount
	Budget	As of October 6, 2020	Spent	
Administration	\$ 295,864	\$ 290,023	98.03%	\$ 5,841
Council	\$ 27,601	\$ 18,996	68.82%	\$ 8,605
Boards and Commissions	\$ 3,500	\$ 315	9.00%	\$ 3,185
Building Inspection	\$ 59,800	\$ 70,085	117.20%	\$ (10,285)
Elections	\$ 9,068	\$ 5,938	65.48%	\$ 3,130
Fire	\$ 176,549	\$ 70,736	40.07%	\$ 105,813
Streets	\$ 190,350	\$ 168,212	88.37%	\$ 22,138
Parks	\$ 68,046	\$ 61,119	89.82%	\$ 6,927
Total General Fund	\$ 830,778	\$ 685,424	82.50%	\$ 145,354

ORGANIZATION INFORMATION

Organization Name: American Legion Auxiliary Unit 621 Previous Gambling Permit Number: XB-30258-20-009

Minnesota Tax ID Number, if any: 410121904 Federal Employer ID Number (FEIN), if any: _____

Mailing Address: 1894 247th Street

City: St. Augusta State: MN Zip: 56301 County: Stearns

Name of Chief Executive Officer (CEO): Elaine Taufen

CEO Daytime Phone: (320) 260-5289 CEO Email: shortangel1@msn.com
(permit will be emailed to this email address unless otherwise indicated below)

Email permit to (if other than the CEO): staugustaux0621@gmail.com

NONPROFIT STATUS

Type of Nonprofit Organization (check one):

☐ Fraternal ☐ Religious ☒ Veterans ☐ Other Nonprofit Organization

Attach a copy of at least one of the following showing proof of nonprofit status:

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

☐ **Current calendar year Certificate of Good Standing**

Don't have a copy? This certificate must be obtained each year from:

MN Secretary of State, Business Services Division
60 Empire Drive, Suite 100
St. Paul, MN 55103

Secretary of State website, phone numbers:

www.sos.state.mn.us

651-296-2803, or toll free 1-877-551-6767

☐ **Internal Revenue Service-IRS income tax exemption 501(c) letter in your organization's name**

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

☒ **Internal Revenue Service-Affiliate of national, statewide, or international parent nonprofit organization (charter)**If your organization falls under a parent organization, attach copies of both of the following:

1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and
2. the charter or letter from your parent organization recognizing your organization as a subordinate.

EXCLUDED BINGO ACTIVITYHas your organization held a bingo event in the current calendar year? ☒ Yes ☐ NoIf yes, list the dates when bingo was conducted: 8/6/2020

The proposed bingo event will be:

☒ one of four or fewer bingo events held this year. Dates: 10/25/2020; 11/5/2020**-OR-**☐ conducted on up to 12 consecutive days in connection with a:☐ county fair Dates: _____☐ civic celebration Dates: _____☐ Minnesota State Fair Dates: _____Person in charge of bingo event: Elaine Taufen Daytime Phone: (320) 260-5289Name of premises where bingo will be conducted: St. Augusta Legion Post 621Premises street address: 1894 247th StreetCity: St. Augusta If township, township name: _____ County: Stearns

Contract for Police Services

This Agreement, made and entered into this 1st day of January, 2021, by and between the County of Stearns, hereinafter referred to as the "County" and the City of St. Augusta hereinafter referred to as the "Municipality", and, Stearns County Sheriff, hereinafter referred to as the "Sheriff".

Witnesseth;

Whereas, the Municipality desires to enter into a contract with the County and the Sheriff whereby the County, through its Sheriff's Department, would provide law enforcement services within the boundaries of the Municipality; and

Whereas, the County and the Sheriff agree to render such services upon the terms and conditions hereinafter set forth; and

Whereas, such contracts are authorized by the provisions of Minnesota Statutes 471.59, and 436.05.

Now, therefore, in consideration of the mutual covenants herein contained, it is agreed between the parties as follows:

1) The County agrees, through the office of the Sheriff of the County, to provide police protection within the corporate limits of the Municipality to the extent and in the manner hereinafter set forth.

Except as otherwise specifically provided herein, the service to be provided by the County shall encompass those duties and functions which are the type normally coming within the jurisdiction of the customarily rendered by the Sheriff under the applicable statutes of the State of Minnesota.

It is agreed that the Municipality shall receive police protection to be provided by such personnel as may be assigned by the sheriff using such vehicles as the Sheriff, in his discretion, shall deem necessary. The police protection contemplated hereby shall include patrolling and answering police calls within the Municipality. The manner in which such service is rendered, the standards of performance, discipline of officers and the matters incident to the performance of such service or the control of personnel employed to render such service shall be and remain in the County through its Sheriff's Department. In the event a dispute arises between the parties concerning the services to be rendered hereunder, the level thereof or the manner in which such service is provided, the Sheriff of the County shall determine such dispute and it shall be conclusive and binding on the parties hereto.

The services contemplated hereby are scheduled police services which will, in fact, be provided to the Municipality for the number of contracted hours reasonably anticipated and required. It shall not include situations in which, in the opinion of the Sheriff, a police emergency occurs which requires a different use of the officer and/or the patrol vehicle or the performance of special details relating to the law enforcement service. It shall not include the enforcement of Municipal ordinances with regard to zoning ordinances, building codes or such other matters, which are primarily regulatory in nature.

2) It is hereby agreed that the Municipality and all of its officers, agents and employees shall render full cooperation and assistance to the County and the Sheriff to facilitate the provision of the services contemplated hereby.

3) It is agreed that the County shall provide all necessary labor, supervision, equipment, communications facilities, dispatching and necessary supplies to maintain and provide the police service to be rendered hereunder.

4) The Municipality does not assume any liability for the direct payment of any salaries, wages, or other compensation to personnel employed by the County to perform the services contemplated hereby, nor does it assume any other liability other than that provided for in this agreement.

It is agreed that all personnel employed to render the services contemplated hereby shall be employees of the County and that the County shall therefore be responsible for providing worker's compensation insurance and all other benefits to which such personnel shall become entitled by reason of their contract with the County entered into through its collective bargaining unit.

The County agrees that all insurance required to adequately cover vehicles, personnel and equipment used by the County in the provision of the services contemplated herein will be provided by the County at its own expense.

5) The term of this contract shall be January 1, 2021 to December 31, 2021. On or before September 1, 2021, the County or the Sheriff shall notify the Municipality of the best estimate of the per hour rate effective for the proposed 2021 contracts.

6) Renewal

The Municipality shall then determine whether or not it desires to re-enter into a contract for police services for the following year. In either case, the Municipality shall notify the County of its intention not later than October 1, 2021. Said notice shall be in writing and shall be received by the Sheriff or his designee at the Stearns County Sheriff's Department, 807 Courthouse Square, PO Box 217, St. Cloud, MN 56302. Said notice must be received by the Sheriff or his designee by October 1, 2021. In the event the Municipality shall fail to give notice as required hereby, the County and the Sheriff shall conclusively presume that said Municipality desires to extend the agreement at the estimated hourly rate specified in the notice given by the County, and the contract shall automatically renew at the same terms and conditions, annually for a period of 12 months.

7) Termination for Convenience

Either party may terminate this contract, with or without cause, at anytime, with 60 days prior written notice.

8a) The County, its officers and employees and the Sheriff, shall not be deemed to assume liability for any intentional or negligent acts of the Municipality. The Municipality agrees that it will hold the County and the Sheriff harmless from and shall defend and indemnify the Sheriff, the County, and its officers, agents and employees against any claim for damages resulting from such acts.

8b) The Municipality, its officers and employees, shall not be deemed to assume liability for any intentional or negligent acts of the Sheriff, or the County's officers or employees. The County agrees that it will hold the Municipality, its officers and employees harmless from and shall defend and indemnify the Municipality and its officers, agents and employees against any claim for damages resulting from such acts.

9) For performing the services contemplated hereby, the Municipality agrees to contract for an average of 10 hours per week, subject to seasonal adjustments, and to pay the actual cost thereof. The estimated hourly rate for 2021 is to be \$55.00, for an estimated total yearly payment of \$28,600 for the year 2021, and to be paid quarterly or billed for actual hours worked at which time the time the Municipality shall receive credit for its share of any benefit to which it may become entitled pursuant to Minnesota Statutes 69.011(as amended). The Municipality can change number of hours, by submitting a change request, with 60 days prior written notice to the County.

In Witness Whereof, The Municipality has caused this agreement to be executed by its _____ and its _____ by the authority of its governing body adopted by Resolution on the ____ day of _____, _____, and the County of Stearns has caused this Agreement to be executed by its Chair and attested by its County Auditor pursuant to the authority of the Board of County Commissioners by Resolution duly adopted on the ____ day of _____, _____.

Municipality:

By _____

By _____

Dated: _____

Stearns County:

By _____

Attest:

Sheriff of the County of Stearns

Dated: _____

Saint Augusta

[illegible]

Saint Augusta

[illegible]

Saint Augusta

[illegible]

St. Augusta Fire Department

August 2020

Emergency Calls: As of report date =

- 8-1-20 Medical
- 8-1-20 Fire (cancelled)
- 8-3-20 Medical
- 8-3-20 Medical
- 8-7-20 Medical
- 8-9-20 Medical
- 8-11-20 Medical
- 8-12-20 CO Alarm
- 8-12-20 Fire
- 8-13-20 Medical (cancelled)
- 8-14-20 Weather spot
- 8-15-20 Medical
- 8-16-20 Medical
- 8-17-20 Medical
- 8-18-20 Medical
- 8-18-20 Medical
- 8-19-20 Medical
- 8-23-20 Medical

18 calls in August

88 calls for 2020

Monthly Training

August's training was held in house and we did hydrant training and address recognition in the trucks around town.



4817 Viking Blvd NE
Ste 102
East Bethel, MN 55092

Quote

Date	Estimate #
10/1/2020	5468

Name / Address
St. Augusta Fire Department 1914 250th Street St. Augusta, MN 56301-7706 Email Inv: trasmuson@midconetwork.com

Project

Item	Description	Qty	Rate	Total
	2020 MSA SCBA CYLINDER INFORMATION AND PRICING:			
MSA 10156422-SP	G1 Cylinder Low Profile Super Lite Assembly, 2216 psig, 30min	6	938.76	5,632.56
MSA 801131	GUARD, CYLINDER GAUGE, FHR	6	30.41	182.46
	THIS ESTIMATE DOES NOT INCLUDE THE COST OF SHIPPING			
Quote Valid for 30 Days			Total	\$5,815.02



4817 Viking Blvd NE
Ste 102
East Bethel, MN 55092

Quote

Date	Estimate #
9/25/2020	5425

Name / Address
St. Augusta Fire Department 1914 250th Street St. Augusta, MN 56301-7706 Email Inv: trasmuson@midconetwork.com

Project

Item	Description	Qty	Rate	Total
	KEY FIRE HOSE INFORMATION AND PRICING:			
KEY DP17-800-E...	Key Fire Hose ECO-10, Lightweight Double Jacket Rubber-Lined Attack Hose w/ 1 1/2" NH Threaded Aluminum Couplings, 1 3/4" Dia. X 50ft Section, Red in Color, Made in USA, 10 Year Warranty	4	110.00	440.00
KEY DP17-800-E...	Key Fire Hose ECO-10, Lightweight Double Jacket Rubber-Lined Attack Hose w/ 1 1/2" NH Threaded Aluminum Couplings, 1 3/4" Dia. X 50ft Section, Blue in Color, Made in USA, 10 Year Warranty	4	110.00	440.00
KEY DP30-800-E...	Key Fire Hose ECO-10, Lightweight Double Jacket Rubber-Lined Attack Hose w/ 2 1/2" NH Threaded Aluminum Couplings, 3" Dia. X 50ft Section, Orange in Color, Made in USA, 10 Year Warranty	4	214.71	858.84
KEY RC50-450X...	Key Fire Hose PRO-FLOW LDH, Nitrile/PVC Rubber Extruded Thru the Weave Fabric Re-inforced Supply Hose w/ 5" Storz Locking Aluminum Couplings, 5" Dia. X 25ft Section, Yellow in Color, Made in USA, 10 Year Warranty *Custom Length Hose, Material Non-Returnable*	1	271.77	271.77
KEY RC50-450X...	Key Fire Hose PRO-FLOW LDH, Nitrile/PVC Rubber Extruded Thru the Weave Fabric Re-inforced Supply Hose w/ 5" Storz Locking Aluminum Couplings, 5" Dia. X 50ft Section, Yellow in Color, Made in USA, 10 Year Warranty	1	376.47	376.47
Total				



4817 Viking Blvd NE
Ste 102
East Bethel, MN 55092

Quote

Date	Estimate #
9/25/2020	5425

Name / Address
St. Augusta Fire Department 1914 250th Street St. Augusta, MN 56301-7706 Email Inv: trasmuson@midconetwork.com

Project

Item	Description	Qty	Rate	Total
KEY DP17-800-E...	Key Fire Hose ECO-10, Lightweight Double Jacket Rubber-Lined Attack Hose w/ 1 1/2" NH Threaded Aluminum Couplings, 1 3/4" Dia. X 25ft Section, Yellow in Color, Made in USA, 10 Year Warranty *Custom Length Hose, Material Non-Returnable* **CUSTOM HOSE STENCILING AND NUMBERING AVAILABLE UPON REQUEST AT \$N/C** ***THIS ESTIMATE DOES NOT INCLUDE THE COST OF FREIGHT AND/OR THE ADDED COST OF LIFT GATE SERVICES- MAX FREIGHT CHARGES FOR SHIPPING ONLY IS \$100.00***	1	69.42	69.42
Quote Valid for 30 Days			Total	\$2,456.50

Mechanical Compression Device

LUCAS-DEVICE

1. Indications for use:

- a. Anytime external compressions are indicated in adult patients

2. Contraindications to use:

- a. Inability to position the device safely or correctly on the patient
- b. The patient is too small: The device will alert with three fast tones while lowering the suction cup to the patient and will not allow you to enter the “**pause**” mode. **NEVER** place anything under a patient in an attempt to make the LUCAS device fit.
- c. The patient is too large: If unable to properly lock the upper part of the LUCAS device onto the back plate without compressing the patient’s chest. Lifting the patient’s arms over their head may enable the device to be placed on the patient.

3. Applying the LUCAS device

- a. After confirming cardiac arrest, begin manual compressions and apply AED pads
- b. Push the “**ON/OFF**” button to turn on the device and initiate the self test. Observe the **GREEN LED** light indicating the device is ready to use.
- c. Remove the back plate from the case and plan placement behind the patient carefully. Pause compressions briefly to place the back plate under directly below the patient’s armpits.
- d. **Resume manual compressions immediately after back plate is in place.**
- e. Attach the upper part of the LUCAS device to the back plate.
- f. Grasp the legs of the upper part and pull both yellow release rings once.
- g. Attach the near side support leg first, then pause compressions to attach the far side support leg.
- h. Listen for the locking claws to click into place and pull up gently on the upper part of the LUCAS device to ensure it is locked in place.

4. Adjusting and operating the LUCAS device

- a. The compression point of the suction cup should be in the same location that manual compressions are performed.
- b. Use a finger to ensure the lower edge of the suction cup is just above the end of the sternum.
- c. Lower the suction cup to the starting position.
- d. Ensure the LUCAS device is in the “**adjust**” mode.
- e. Push the suction cup down until the inner pressure pad just touches the patient’s chest without compressing it.
- f. Press the “**pause**” button to lock in the starting position.
- g. Recheck the suction cup position and ensure it is in the proper location.
- h. If adjustment is needed, press the “**adjust**” button and pull up on the suction cup.
- i. Once in the correct location, press the “**pause**” button to lock in the new starting position.
- j. Use a marker to mark the patient’s skin and monitor for movement of the suction cup.
- k. *To begin compressions with a bag valve mask in place, select the “Active (30:2)” button.*

- l. ***To begin compressions with an advanced airway in place (endotracheal tube, KING airway, or I-GEL) select the “Active (continuous) button.***
- m. Once compressions have been initiated, apply the neck stabilization strap.
- n. Remove the strap from the case and ensure the buckles are fully extended.
- o. Place the strap behind the patient’s neck ensuring the cushion is as close as possible to the patient’s neck.
- p. Connect the stabilization strap buckles to the support leg buckles and tighten the strap.
- q. Ensure the suction cup is still in the proper location.
5. **Moving the patient with the LUCAS device attached**
 - a. Place the patient’s wrist’s in the wrist straps on the support legs if not done so already.
 - b. Place providers on either side of the LUCAS device near the support legs.
 - c. Place one hand under the claw locks on the support legs. Place other hand under the patient’s thigh.
 - d. Ensure the patient’s head is supported and adequate personnel are used for the lift.
 - e. Lift the patient and place them on the transport device of choice (cot or backboard).
 - f. After the lift, ensure the suction cup is still in the proper location.
6. **Changing the LUCAS device battery**
 - a. Press the “**pause**” button
 - b. Remove the battery and insert a new, charged battery
 - c. Wait for the **GREEN LED** near the “**pause**” button to illuminate, then select either **ACTIVE (CONTINUOUS)** or **ACTIVE (30:2)**.
NOTE: If you change the battery in less than **60 seconds**, the LUCAS device will remember its current settings and will not require you to re-setup the device. If it takes longer than 60 seconds to install a new battery, the LUCAS device will perform a brief self-test and require you set the start position again before resuming compressions.
7. **Connecting the LUCAS device to an external power supply**
 - a. A battery must always be installed in the LUCAS device for it to run.
 - b. Connect the power supply cable to the LUCAS device and plug the other end into a wall outlet.
NOTE: The LUCAS device battery **will not** charge while plugged in and running, but will maintain its current battery level.
8. **Things to consider**
 - a. Defibrillation can be performed while the LUCAS device is running
 - b. The defibrillation pads can be placed before or after the LUCAS device is in place on the patient
 - c. Nothing should be placed under the suction cup of the LUCAS device
 - d. Always pause the LUCAS device while performing pulse checks and when the AED/ cardiac monitor is analyzing
 - e. If the LUCAS device ever fails, is not delivering effective compressions, or does not work immediately as it should, **DO NOT ATTEMPT TO FIX IT!** Remove the device and immediately begin manual compressions.

9. Medical Device Accountability

- a. This is a Medical device and is tracked by serial number
- b. If the transporting agency requests for any reason for us to keep our LUCAS device on the patient during transport;
 - i. The Incident Command shall determine where the transporting agency is traveling to.
 - ii. Incident Command shall have a firefighter(s) follow the transporting agency to their destination to retrieve the LUCAS device.
 - 1. Serial number shall be verified to ensure we get the proper device returned
 - iii. If the transporting agency is traveling an excessive distance the Incident Commander will make arrangements for return of the device and immediately notify the Fire Chief or designee.

CHANGE ORDER NO.: 2

Owner: City of St. Augusta
Engineer: Moore Engineering, Inc.
Contractor: Knife River Materials
Project:

Owner's Project No.:
Engineer's Project No.: 21008A
Contractor's Project No.:

Contract Name: 250th Street Improvements

Date Issued: 09/21/2020

Effective Date of Change Order: 09/21/2020

The Contract is modified as follows upon execution of this Change Order:

Description:

City Staff requested that all of the bollards at the City Shop have covers to match the new bollard covers. Additional Rip Rap was installed along the south end of the parking lot to prevent washouts as the water drains from the parking lot into the ditch. Three 4 foot culvert extensions were added to the culverts at the 7UP entrances to allow for a more gradual slope on the side of the driveways.

Attachments:

Exhibit A

Change in Contract Price		Change in Contract Times	
Original Contract Price:		Original Contract Times:	
\$ 218,458.10		Substantial Completion:	September 1, 2020
		Ready for final payment:	October 1, 2020
Increase from previously approved Change Orders No. 1 to No. 1:		Increase [Decrease] from previously approved Change Orders No. 1 to No. [Number of previous Change Order] :	
\$ 10,870.75		Substantial Completion:	
		Ready for final payment:	
Contract Price prior to this Change Order:		Contract Times prior to this Change Order:	
\$ 229,328.85		Substantial Completion:	September 1, 2020
		Ready for final payment:	October 1, 2020
Increase this Change Order:		Increase [Decrease] this Change Order:	
\$ 2,312.70		Substantial Completion:	
		Ready for final payment:	
Contract Price incorporating this Change Order:		Contract Times with all approved Change Orders:	
\$ 231,641.55		Substantial Completion:	September 1, 2020
		Ready for final payment:	October 1, 2020

Recommended by Engineer (if required)

Accepted by Contractor

By: _____

By:

Title:

Title: PROJECT MANAGER

Date: _____

Date: 9-24-20

Authorized by Owner

Approved by Funding Agency (if applicable)

By: _____

By: _____

Title:

Title:

Date: _____

Date: _____

**EXHIBIT A
CHANGE ORDER NO. 2**

<u>Item No. & Description</u>		<u>Unit</u>	<u>Quantity</u>	<u>Bid Unit Price</u>	<u>Decrease in Contract Price</u>	<u>Increase in Contract Price</u>
40.	Bollard Covers	EA	6	\$ 155.00	\$ -	\$ 930.00
41.	Additional Rip Rap and Culvert Extensions	LS	1	\$ 1,382.70	\$ -	\$ 1,382.70
TOTALS					\$ -	\$ 2,312.70
NET CHANGE IN CONTRACT PRICE						\$ 2,312.70

ORIGINAL CONTRACT PRICE	\$	218,458.10
AMOUNT FROM PREVIOUS CHANGE ORDER	\$	10,870.75
CONTRACT PRICE PRIOR TO THIS CHANGE ORDER	\$	229,328.85
INCREASE THIS CHANGE ORDER	\$	2,312.70
CONTRACT PRICE INCORPORATING THIS CHANGE ORDER	\$	231,641.55

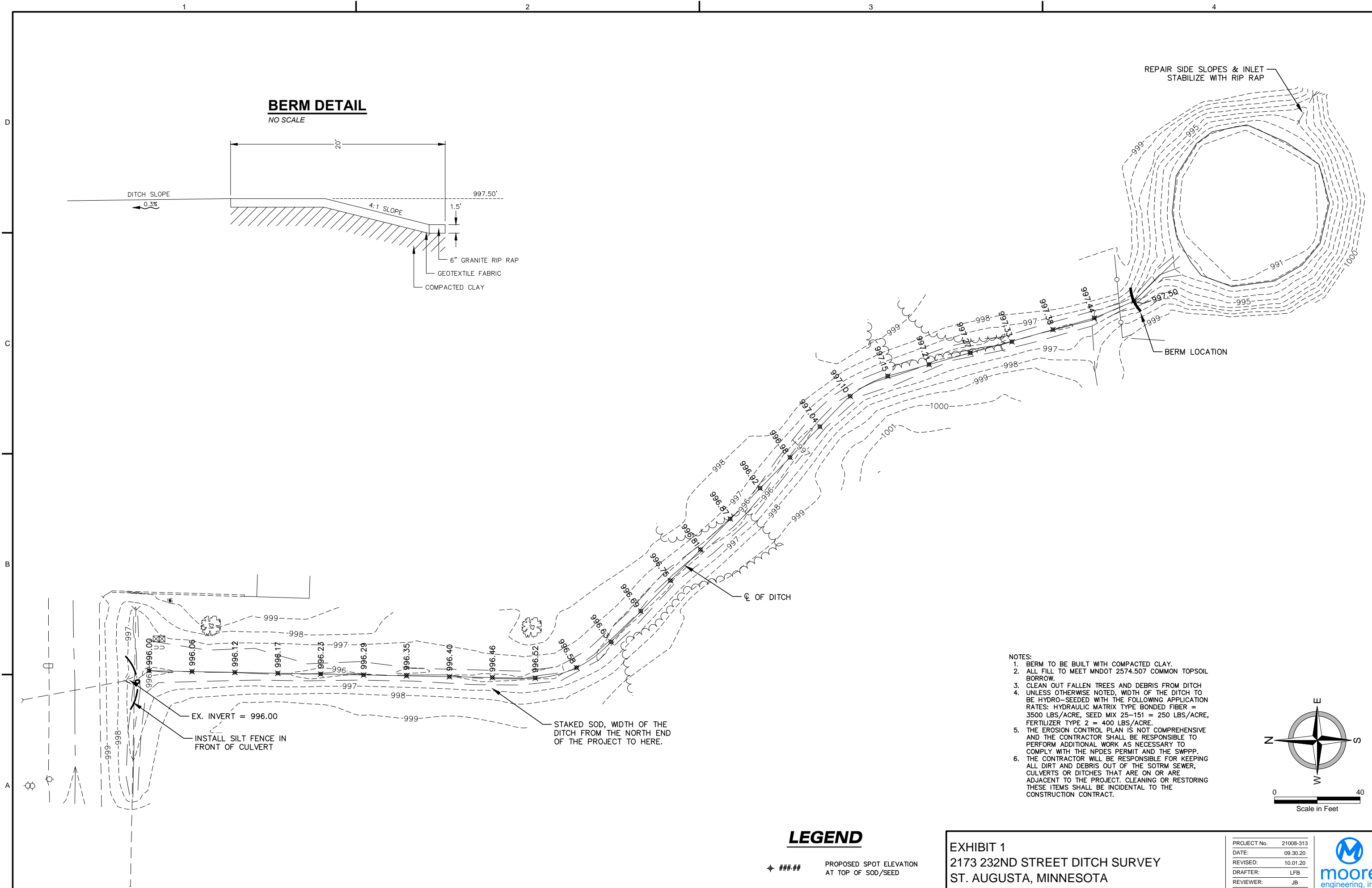
JUSTIFICATION

1. City Staff requested that all of the bollards at the City Shop have covers to match the new bollard covers. Additional Rip Rap was installed along the south end of the parking lot to prevent washouts as the water drains from the parking lot into the ditch. Three 4 foot culvert extensions were added to the culverts at the 7UP entrances to allow for a more gradual slope on the side of the driveways.

Contractor's Application for Payment

Owner: <u>City of St. Augusta</u> Engineer: <u>Moore Engineering, Inc.</u> Contractor: <u>Knife River Materials</u> Project: _____ Contract: <u>250th Street Improvements</u>	Owner's Project No.: _____ Engineer's Project No.: <u>21008A</u> Contractor's Project No.: _____																								
Application No.: <u>1</u> Application Date: <u>9/16/2020</u>																									
Application Period: From <u>6/22/2020</u> to <u>9/16/2020</u>																									
<table style="width: 100%;"><tr><td>1. Original Contract Price</td><td style="text-align: right;">\$ 218,458.10</td></tr><tr><td>2. Net change by Change Orders</td><td style="text-align: right;">\$ 13,183.45</td></tr><tr><td>3. Current Contract Price (Line 1 + Line 2)</td><td style="text-align: right;">\$ 231,641.55</td></tr><tr><td>4. Total Work completed and materials stored to date (Sum of Column J Unit Price Total)</td><td style="text-align: right;">\$ 218,954.50</td></tr><tr><td>5. Retainage</td><td></td></tr><tr><td> a. <u>5%</u> X \$ <u>218,954.50</u> Work Completed</td><td style="text-align: right;">\$ 10,947.73</td></tr><tr><td> b. _____ X \$ _____ Stored Materials</td><td style="text-align: right;">\$ -</td></tr><tr><td> c. Total Retainage (Line 5.a + Line 5.b)</td><td style="text-align: right;">\$ 10,947.73</td></tr><tr><td>6. Amount eligible to date (Line 4 - Line 5.c)</td><td style="text-align: right;">\$ 208,006.77</td></tr><tr><td>7. Less previous payments (Line 6 from prior application)</td><td></td></tr><tr><td>8. Amount due this application</td><td style="text-align: right;">\$ 208,006.77</td></tr><tr><td>9. Balance to finish, including retainage (Line 3 - Line 6)</td><td style="text-align: right;">\$ 23,634.78</td></tr></table>		1. Original Contract Price	\$ 218,458.10	2. Net change by Change Orders	\$ 13,183.45	3. Current Contract Price (Line 1 + Line 2)	\$ 231,641.55	4. Total Work completed and materials stored to date (Sum of Column J Unit Price Total)	\$ 218,954.50	5. Retainage		a. <u>5%</u> X \$ <u>218,954.50</u> Work Completed	\$ 10,947.73	b. _____ X \$ _____ Stored Materials	\$ -	c. Total Retainage (Line 5.a + Line 5.b)	\$ 10,947.73	6. Amount eligible to date (Line 4 - Line 5.c)	\$ 208,006.77	7. Less previous payments (Line 6 from prior application)		8. Amount due this application	\$ 208,006.77	9. Balance to finish, including retainage (Line 3 - Line 6)	\$ 23,634.78
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Payment Recommended By Engineer \$ <u>208,006.77</u> <div style="text-align: center; font-size: small;">(Line 8 or other - attach explanation of the other amount)</div>																									
Payment Approved by Owner \$ <u>208,006.77</u> <div style="text-align: center; font-size: small;">(Line 8 or other - attach explanation of the other amount)</div>																									
Contractor's Certification The undersigned Contractor certifies, to the best of its knowledge, the following: (1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment; (2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such liens, security interest, or encumbrances); and (3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.																									
Contractor: <u>KNIFE RIVER CORPORATION - NORTH CENTRAL</u>																									
Signature: _____ Date: <u>10-01-20</u>																									
Recommended by Engineer By: _____ Title: <u>Project Manager</u> Date: <u>10/02/2020</u>	Approved by Owner By: _____ Title: _____ Date: _____																								
Approved by Funding Agency By: _____ Title: _____ Date: _____	By: _____ Title: _____ Date: _____																								

FILE LOCATION: R:\Civil 3D Projects - FFalls\21008-313 St Augusta 232nd Ditch\DRAWINGS\DESIGN\21008-313 DITCH TOPO.dwg



BERM DETAIL

NO SCALE

DITCH SLOPE

0.3%

20'

4:1 SLOPE

1.5'

997.50'

6" GRANITE RIP RAP

GEOTEXTILE FABRIC

COMPACTED CLAY

REPAIR SIDE SLOPES & INLET
STABILIZE WITH RIP RAP

BERM LOCATION

LEGEND

◆ ###

PROPOSED SPOT ELEVATION
AT TOP OF SOD/SEED

- NOTES:
1. BERM TO BE BUILT WITH COMPACTED CLAY.
 2. ALL FILL TO MEET MNDOT 2574.507 COMMON TOPSOIL BORROW.
 3. CLEAN OUT FALLEN TREES AND DEBRIS FROM DITCH
 4. UNLESS OTHERWISE NOTED, WIDTH OF THE DITCH TO BE HYDRO-SEEDING WITH THE FOLLOWING APPLICATION RATES: HYDRAULIC MATRIX TYPE BONDED FIBER = 3500 LBS/ACRE, SEED MIX 25-151 = 250 LBS/ACRE, FERTILIZER TYPE 2 = 400 LBS/ACRE.
 5. THE EROSION CONTROL PLAN IS NOT COMPREHENSIVE AND THE CONTRACTOR SHALL BE RESPONSIBLE TO PERFORM ADDITIONAL WORK AS NECESSARY TO COMPLY WITH THE NPDES PERMIT AND THE SWPPP.
 6. THE CONTRACTOR WILL BE RESPONSIBLE FOR KEEPING ALL DIRT AND DEBRIS OUT OF THE SOTRM SEWER, CULVERTS OR DITCHES THAT ARE ON OR ARE ADJACENT TO THE PROJECT. CLEANING OR RESTORING THESE ITEMS SHALL BE INCIDENTAL TO THE CONSTRUCTION CONTRACT.

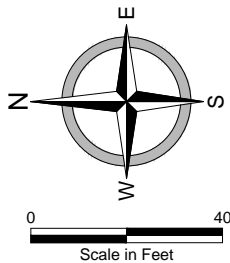


EXHIBIT 1
2173 232ND STREET DITCH SURVEY
ST. AUGUSTA, MINNESOTA

PROJECT No.	21008-313
DATE:	09.30.20
REVISED:	10.01.20
DRAFTER:	LFB
REVIEWER:	JB



Master Service Agreement – (Task order)

THIS IS AN AGREEMENT effective as of October 1, 2020 (“Effective Date”) between
City of St. Augusta, Minnesota (“Owner”) and
Moore Engineering, Inc. (“Engineer”).

From time to time Owner may request that Engineer provide professional services for Specific Projects. Each significant engagement will be documented by a Task Order. This Agreement sets forth the general terms and conditions which shall apply to all engineering services and Task Orders duly executed under this Agreement.

Owner and Engineer further agree as follows:

1.01 *Scope*

- A. General engineering services and consulting to assist, advise, and act on behalf of the City of St. Augusta, MN regarding all proceedings and projects of the City, including regular attendance at meetings of the City; surveys, inspection and maintenance of existing projects, including assessment projects, street, sewer, and water projects; development, study, survey, design, bidding, contract administration, and right of way acquisition regarding new projects, and improvements to the City's existing projects; regular cooperation and interaction with the City's staff, legal counsel, and other consultants; and otherwise performing all other tasks as necessary to act on the City's behalf. General engineering requests and City Engineer duties will be handled on a time & material basis at a reduced hourly rate of \$80 per hour for the initial 10 hours of each month (regardless of staff category), then according to the rate schedule attached, as Exhibit A.
- B. Engineer's services (not deemed as general engineering) will be detailed in a duly executed Task Order for each Specific Project. The general format of a Task Order is shown in Attachment 1 to this Agreement. Each Task Order will indicate the specific services to be performed, deliverables to be provided, schedule for completing services, and fee for providing services.
- C. This Agreement is not a commitment by Owner or Engineer to issue any Task Orders.
- D. Engineer may be entitled to appropriate adjustment in Engineer's compensation arising from:
 - a. Changes in the instructions or approvals given by Owner, untimely decisions by Owner, or enactment or revision of codes, laws or regulations, or official interpretations that cause an unreasonable amount of change to the project scope of work or previously approved documents.
 - b. Significant changes in the Project including, but not limited to, size, quality, complexity, schedule or budget, or procurement method.

2.01 *Task Order Procedure*

- A. Owner and Engineer shall agree on the scope, time for performance, and basis of compensation for each Task Order. Each duly executed Task Order shall be subject to the terms and conditions of this Agreement. In the event of a conflict between terms of the duly executed Task Order and this Agreement, the provisions of the duly executed Task Order shall take precedence with regard to the Specific Project referenced in the Task Order.
- B. Engineer will commence performance as set forth in the Task Order upon receipt of executed Task Order.

3.01 *Term*

- A. This Agreement shall remain in effect and applicable to Task Orders issued hereunder from the Effective Date of the Agreement until such time as either Owner or Engineer propose to materially change the Agreement.
- B. The Standard Hourly Rates and reimbursable expense schedule, in Exhibit A, may be adjusted annually by the Employment Cost Index (ECI) as published by the US Department of Labor for professional and related total compensation, seasonally adjusted. If the annual adjustment exceeds three percent for any category rate increase approval shall be obtained by the Owner to modify the rates.

4.01 *Times for Rendering Services*

- A. The times for performing services or providing deliverables will be stated in each Task Order. If no times are so stated, Engineer will perform services and provide deliverables within a reasonable time.
- B. If, through no fault of Engineer, such periods of time or dates are changed, or the orderly and continuous progress of Engineer's services is impaired, or Engineer's services are delayed or suspended, then the time for completion of Engineer's services, and the rates and amounts of Engineer's compensation, shall be adjusted equitably.
- C. If Owner authorizes changes in the scope, extent, or character of the Specific Project referenced in an executed Task Order, then the time for completion of Engineer's services, and the rates and amounts of Engineer's compensation, shall be adjusted equitably.
- D. Owner shall make decisions and carry out its other responsibilities in a timely manner so as not to delay the Engineer's performance of its services.
- E. If completion of any portion of the Services or Work for the Project or any Specific Project is delayed for causes beyond the control of or without the fault of Engineer, including Force Majeure, the time of performance of the Engineer's Services or Work will be extended for a period equal to the delay and fee equitably adjusted. Neither party shall be liable to the other for failure to perform as a result of an event of Force Majeure. Force Majeure includes, without limitation, acts of God; acts of the public enemy; acts of war, terrorism, acts of federal, state, local, or foreign governments; fires; floods; epidemics; strikes; riots; freight embargoes; lawsuit or court order and unusually severe weather.

5.01 *Standard of Performance*

- A. The standard of care for all professional engineering and related services under this Agreement shall be the care and skill ordinarily used by members of the same profession practicing under similar circumstances at the same time and in the same locality.
- B. Engineer shall perform the professional engineering and related services under this Agreement as expeditiously as is consistent with such professional skill and care and the orderly progress of the project.
- C. Subject to the standard of care set forth in Paragraph 5.01.A, Engineer and its Consultants may use or rely upon design elements in information ordinarily or customarily furnished by others, including, but not limited to, specialty contractors, manufacturers, suppliers and publishers of technical standards.
- D. Engineer shall review laws, rules, regulations, ordinances, codes, and Owner-mandated standards policies, procedures and instructions provided to the Engineer in writing and that are in effect as of the date of this Agreement applicable to the Engineer's performance services under this Agreement subject to the standard of care set forth in Paragraph 5.01.A and to the extent compliance is consistent with professional practice requirements. Engineer shall respond in the design of the Project to requirements imposed by governmental authorities having jurisdiction over the Project. Changes to any laws, rules, regulations, ordinances, codes, Owner-mandated standards, policies procedures and instructions or requirements of governmental authorities after the effective date of this Agreement may be the basis for modifications to Owner's responsibilities or to Engineer's scope of services, times of performance, and/or compensation. If, during Engineer's review of applicable laws, rules, regulations, ordinances and codes, and Owner-mandated standards, Engineer identifies any conflict between such laws, rules, regulations, ordinances and codes, and Owner-mandated standards, Engineer shall notify Owner of the nature and impact of such conflict. Owner agrees to cooperate and work with Engineer in an effort to resolve any such conflict.

6.01 *Billing and Payment*

- A. Invoices shall be submitted monthly by Engineer, are due upon presentation, and shall be considered past due if not paid within 30 days of the invoice date. If payment is not received by Engineer within 45 days of the invoice date, Owner shall pay as interest an additional charge of one percent (1.0%) or the maximum allowable by law, whichever is lower, of the past due amount per month. Payment thereafter shall first be applied to accrued interest and then to the unpaid principal. Invoices are due and payable in accordance with the provisions of Minn. Stat. § 471.425. No claim for payment by Engineer shall be paid unless it is detailed and otherwise in compliance with the claim requirements of Minn. Stat. §§ 471.38; 471.391 and any other applicable law. Before paying a claim that involved the use of materials or labor supplied by someone other than Engineer, the Owner may require Engineer to supply proof of payment for such materials or labor. Further, Engineer shall provide, if required under Minn. Stat. § 290.97, the Owner with an IC-134 form signed by the Minnesota Department of Revenue indicating compliance with the withholding requirements of Minn. Stat. § 290.92.
- B. If Owner objects to any portion of an invoice, Owner shall so notify Engineer in writing within 35 days of receipt of the invoice. Owner shall identify the specific cause of the disagreement and shall pay when due that portion of the invoice not in dispute. Interest as stated above shall be paid by Owner on all disputed invoiced amounts resolved in Engineer's favor and unpaid for more than 45 days after date of submission.

- C. If Owner fails to make payments when due and such payments are not in dispute, or otherwise is in breach of this Agreement, Engineer may suspend performance of services upon seven (7) days' notice to Owner. Engineer shall have no liability whatsoever to Owner for any costs or damages as a result of such suspension caused by any breach of this Agreement by Owner.

7.01 *Indemnification and Mutual Waiver*

- A. *Indemnification by Engineer:* To the fullest extent permitted by Laws and Regulations, Engineer shall indemnify and hold harmless Owner, and Owner's officers, directors, members, partners, agents, consultants, and employees from losses, damages, and judgments (including reasonable consultants' and attorneys' fees and expenses) arising from third-party claims or actions relating to this Agreement, any Task Order, or any Specific Project, provided that any such claim, action, loss, damages, or judgment is attributable to bodily injury, sickness, disease, or death, or to injury to or destruction of tangible property (other than the Work itself), including the loss of use resulting therefrom, but only to the extent caused by any negligent act or omission of Engineer or Engineer's officers, directors, members, partners, agents, employees, or Consultants.
- B. *Indemnification by Owner:* To the fullest extent permitted by law, Owner shall indemnify and hold harmless Engineer and its officers, directors, members, partners, agents, employees, and Consultants from and against any and all claims, costs, losses, and damages (including but not limited to all fees and charges of engineers, architects, attorneys, and other professionals, and all court, arbitration, or other dispute resolution costs) arising out of or relating to the Specific Project, provided that any such claim, cost, loss, or damage is attributable to bodily injury, sickness, disease, or death or to injury to or destruction of tangible property (other than the Work itself), including the loss of use resulting therefrom, but only to the extent caused by any negligent act or omission of Owner or Owner's officers, directors, members, partners, agents, employees, consultants, or others retained by or under contract to the Owner with respect to this Agreement or to the Specific Project, provided, however, that the Owner's liability under this provision shall not exceed the municipal tort liability limits set forth in Minn. Stat. § 466.04.
- C. *No Defense Obligation:* The indemnification commitments in this Agreement do not include a defense obligation by the indemnitor unless such obligation is expressly stated.
- D. *Percentage Share of Negligence:* To the fullest extent permitted by Laws and Regulations, a party's total liability to the other party and anyone claiming by, through, or under the other party for any cost, loss, or damages caused in part by the negligence of the party and in part by the negligence of the other party or any other negligent entity or individual, shall not exceed the percentage share that the party's negligence bears to the total negligence of Owner, Engineer, and all other negligent entities and individuals.

8.01 *Insurance*

- A. During the term of this Agreement, Engineer shall maintain not less than the following insurance coverages:
 - a. Workers' Compensation Insurance – statutory amount
 - b. Employer's Liability Insurance - \$100,000 each accident, \$500,000 disease policy limit, \$100,000 disease each employee

- c. Commercial General Liability Insurance - \$2,000,000 per occurrence / \$2,000,000 aggregate
 - d. Automobile Liability Insurance - \$2,000,000 combined single limit
 - e. Professional Liability Insurance - \$2,000,000 per claim / \$2,000,000 aggregate
 - f. At any time, Owner may request that Engineer, at Owner's sole expense, provide additional insurance coverage or increased limits that are more protective than those maintained by Engineer.
- B. Engineer shall procure and maintain insurance as set forth in this Section 8.01. Engineer shall cause Owner to be listed as an additional insured on any applicable general liability insurance policy carried by Engineer.

9.01 *Owner's Responsibilities*

- A. Owner shall make decisions and carry out its other responsibilities in a timely manner and shall bear all costs incident thereto so as not to unreasonably delay or interfere with the services of Engineer.
- B. Owner shall be responsible for, and Engineer may rely upon, the accuracy and completeness of all requirements, programs, instructions, reports, data, and other information furnished by Owner to Engineer pursuant to this Agreement. Engineer may use such requirements, reports, data, and information in performing or furnishing services under this Agreement. Nothing in this paragraph shall be construed to require Engineer to affirmatively determine the accuracy of information that is prepared for Owner by other licensed professionals (including, but not limited to, land surveyors, geotechnical engineers, accountants, insurance and surety professionals, and attorneys) who are not engaged directly by Engineer.
- C. Owner shall provide for Engineer's right to enter the property owned by Owner and/or others in order for Engineer to fulfill its services.
- D. Owner shall promptly report to Engineer any deficiencies or suspected deficiencies in Engineer's work or services of which Owner becomes aware so that Engineer may take measures to minimize the consequences of such deficiencies. Upon notice to Engineer and by mutual agreement between the parties, Engineer shall correct such deficiencies without additional compensation except to the extent such action is attributable to deficiencies in Owner-furnished information.

10.01 *Allocation of Risks; Limitation of Remedies*

- A. It is intended by the parties to this Agreement that Engineer's services in connection with the Project shall not subject Engineer's individual employees, officers, or directors to any personal legal exposure for the risks associated with this Project. Therefore, Owner agrees that as Owner's sole and exclusive remedy, any claim, demand or suit arising out of Engineer's services in connection with the Project shall be directed and/or asserted only against Engineer and not against any of Engineer's individual employees, officers, or directors, except that such employees, officers or directors may be liable to Owner for negligent or intentional acts outside the scope of their employment.

11.01 *Termination*

- A. This Agreement may be terminated by either party upon 30 days' written notice in the event of substantial failure by the other party to perform in accordance with the terms hereof through no fault of the terminating party.
- B. Payments Upon Termination.
 - a. In the event of any termination under the terms of this Agreement, Engineer will be entitled to invoice Owner for all services performed or furnished and all expenses incurred through the effective date of termination.
 - b. In the event of termination by Engineer for cause, in addition to invoicing for those items identified in paragraph 11.01.B.a above, Engineer shall be entitled to invoice Owner and shall be paid a reasonable amount for services and expenses directly attributable to termination, both before and after the effective date of termination, such as reassignment of personnel, costs of terminating contracts with Engineer's consultants, and other related close-out costs.

12.01 *Third Party Beneficiaries*

- A. All duties and responsibilities undertaken pursuant to this Agreement will be for the sole and exclusive benefit of the Owner and not for the benefit of any other party. No other party shall have any claim against Engineer because of this Agreement or the performance or nonperformance of services hereunder. Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either Owner or Engineer.

13.01 *Dispute Resolution*

- A. Engineer and Owner will attempt in good faith to resolve through negotiation any dispute, claim, counterclaim, or controversy arising out of or relating to this Agreement (hereafter collectively referred to as "Dispute"). If the Dispute is not resolved by these negotiations, the parties agree to submit any such unresolved Dispute to mediation. Either party may commence mediation by providing the other party a written request for mediation, setting forth the subject of the Dispute and the relief requested. The parties will cooperate with one another in selecting a mediator, and in scheduling the mediation proceedings. The parties will share equally in the costs of the mediator. Neither party may commence a civil action with respect to the matters submitted to mediation until after the completion of the initial mediation session, or 45 days after the date of filing the written request for mediation, whichever occurs first. Mediation may continue after the commencement of a civil action, if the parties so desire. The provisions of this paragraph may be enforced by any Court of competent jurisdiction.

14.01 *Use of Documents*

- A. All Documents are instruments of service, and Owner shall retain sole ownership and property interest in said Documents, including drawings and specifications, prepared or furnished by engineer (and Engineer's affiliates, subsidiaries, independent professional associates, consultants, and subcontractors) pursuant to this Agreement. Owner shall retain all rights of ownership and property interest therein (including the copyright and the right of reuse at the discretion of the Owner). Engineer may make and retain copies for information and reference in connection with the use of the

Documents on the Project. Owner acknowledges the following with regard to the documents: (1) Owner acknowledges that such Documents are not intended or represented to be suitable for use on the Project unless completed by Engineer, or for use or reuse by Owner or others on extensions of the Project, on any other project, or for any other use or purpose, without written verification or adaptation by Engineer; and (2) any such use or reuse, or any modification of the Documents, without written verification, completion, or adaptation by Engineer, as appropriate for the specific purpose intended, will be at Owner's sole risk and without liability or legal exposure to Engineer or to its officers, directors, members, partners, agents, employees, and Consultants.

- B. If Engineer is required to prepare or furnish Drawings or Specifications under this Agreement, Engineer shall deliver to Owner at least one original printed record version of such Drawings and Specifications, signed and sealed according to applicable Laws and Regulations.
- C. If Engineer at Owner's request verifies the suitability of the Documents, completes them, or adapts them for extensions of the Project or for any other purpose, then Owner shall compensate Engineer at rates or in an amount to be agreed upon by Owner and Engineer.

15.02 *Controlling Law*

- A. This Agreement is to be governed by the law of the State of Minnesota, without regard to the conflicts of laws principles therein.

16.01 *Exhibits Included*

- A. Exhibit A: Engineers Standard Hourly Billing Schedule.
- B. Exhibit B, Amendment to Agreement/Task Order. Owner and Engineer may use this form to modify the Agreement or a specific Task Order.

17.01 *Suggested Form of Task Order*

- A. The suggested form of task order is attached as Attachment 1, and shall be used as the basis for preparing a specific Task Order for each specific project under this agreement.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement, the Effective Date of which is indicated on Page 1.

Owner: City of St. Augusta, MN

Engineer: Moore Engineering, Inc.

By: _____

By: _____

Print name: Mike Zenzen

Print name: Tyson J. Hajicek, PE

Title: Mayor

Title: MN Regional Manager

Date Signed: _____

Date Signed: _____

Address for Owner's receipt of notices:

Address for Engineer's receipt of notices:

1914 250th Street

3315 Roosevelt Road, Suite 300

St. Augusta , MN 56301

St. Cloud, MN 56301

Designated Representative:

Designated Representative:

William McCabe

Jeremy Boots, PE

Title: City Administrator

Title: Project Manager

Phone Number: 320-654-0387

Phone Number: 320-218-5493

E-Mail Address: bmccabe@staugustamn.com

E-Mail Address: jeremy.boots@mooreengineeringinc.com

Task Order

In accordance the Master Service Agreement between **[Add Owner's Name]** (Owner) and Moore Engineering Inc. (Engineer), dated , 20[XX] ("Agreement"), Owner and Engineer agree as follows:

A. Specific Project Data

1. Title: _____
2. Description: _____

B. Project Understanding

1. BACKGROUND:
2. GENERAL DESCRIPTION OF PROJECT:
3. PROJECT OBJECTIVES:

C. Scope of Work

1. To meet the project objectives above, Engineer proposes to provide the following services:

D. Basis of Proposal

1. The following items form the basis of this Proposal:

E. Schedule

1. Engineer will perform the Scope of Work listed above in accordance the following schedule:

F. Payments to Engineer:

1. Owner shall pay Engineer for services rendered as follows:
2. Engineer will perform the tasks specified in the Scope of Work above for the lump sum fee of **[{WRITTEN DOLLARS} (\$xx,xxx)]** Invoices will be submitted monthly based on the Engineers estimate of the percent complete.
3. Engineer will performs the tasks specified in the Scope of Work above on a Category Billing Rate basis using the actual hours worked times the appropriate Category Billing Rate plus the actual direct expenses incurred, including subconsultant fees, times a multiplier of 1.15. Category Billing Rates are provided in Attachment [X] to this proposal. Category Billing Rates and expense costs listed in Attachment [X] are valid through the end of the current year. On January 1 in

each subsequent year, Category Billing Rates and reimbursable expenses may be adjusted to meet market conditions.

4. Based on our current understanding of the work, we estimate the overall fee for this project to be [**WRITTEN DOLLARS**] {(\$xx,xxx)].

- G. Terms and Conditions: Execution of this Task Order by Owner and Engineer shall make it subject to the terms and conditions of the Agreement (as modified above), which Agreement is incorporated by this reference. Engineer is authorized to begin performance upon its receipt of a copy of this Task Order signed by Owner.

The Effective Date of this Task Order is _____, 20xx

Owner:

Engineer: Moore Engineering, Inc.

By: _____

By: _____

Print Name: _____

Print Name: _____

Title: _____

Title: _____

Date Signed: _____

Date Signed: _____

Engineer License or Firm's Certificate No. 11-C

State of: Minnesota

DESIGNATED REPRESENTATIVE FOR TASK ORDER:

DESIGNATED REPRESENTATIVE FOR TASK ORDER:

Name: _____

Name: _____

Title: _____

Title: _____

Address: _____

Address: _____

E-Mail Address: _____

E-Mail Address: _____

Phone: _____

Phone: _____

This is **EXHIBIT A**, consisting of pages,
referred to in and part of the **Agreement**
between Owner and Engineer for
Professional Services – Task Order dated

MOORE ENGINEERING, INC.
2020 BILLING SCHEDULE
Effective January 1, 2020

NOTE: Rates contained in this Billing Schedule are valid until December 31, 2020. After December 31, 2020, Hourly Billing Rates will be escalated annually and direct expenses may be adjusted to meet market conditions.

	<u>Description</u>	<u>Billing Rate Per Hour</u>
1	Principal/SR Project Manager/SR Land Surveyor	\$135-\$190
2	Project Manager – SR PE – SR Technical Advisor	\$150-\$185
3	Graduate – Project Engineer – Professional Engineer	\$120-\$175
4	Engineering Designer I, II SR	\$125-\$145
5	Engineering Technician I, II, III	\$95-\$115
6	CADD Technician I, II, III	\$110-\$120
7	GIS Programmer I, II, III	\$120-\$135
8	GIS Technician I, II, III	\$110-\$120
9	Survey Crew Chief I, II	\$120-\$130
10	Survey Technician I, II, III	\$80-\$95
11	Construction Engineer/Specialist	\$130-\$150
12	Administrative Assistant	\$50-\$80

This is **EXHIBIT B**, consisting of pages,
referred to in and part of the **Agreement**
between Owner and Engineer for
Professional Services – Task Order dated

Amendment To [Agreement] [Task Order No. _____]

1. Background Data:

- a. Effective Date of
[Agreement] [Task Order]:
- b. Owner:
- c. Engineer:
- d. Specific Project:

2. Description of Modifications

[Include the following paragraphs that are applicable and delete those not applicable to this amendment. Refer to paragraph numbers used in the Agreement or a previous amendment for clarity with respect to the modifications to be made. Use paragraph numbers in this document for ease of reference herein and in future correspondence or amendments.]

- a. Engineer shall perform the following Additional Services:
- b. The Scope of Services currently authorized to be performed by Engineer in accordance with the [Agreement] [Task Order] and previous amendments, if any, is modified as follows:
- c. The responsibilities of Owner with respect to the [Agreement] [Task Order] are modified as follows:
- d. For the Additional Services or the modifications to services set forth above, Owner shall pay Engineer the following additional or modified compensation:
- e. The schedule for rendering services under this [Agreement] [Task Order] is modified as follows:
- f. Other portions of the [Agreement] [Task Order] (including previous amendments, if any) are modified as follows:

[List other Attachments, if any]

3. Task Order Summary (Reference only)

- | | | |
|----|---|-------|
| a. | Original [Agreement] [Task Order] amount: | \$[] |
| b. | Net change for prior amendments: | \$[] |
| c. | This amendment amount: | \$[] |
| d. | Adjusted [Agreement] [Task Order] amount: | \$[] |

The foregoing **[Agreement]** **[Task Order]** Summary is for reference only and does not alter the terms of the **[Agreement]** **[Task Order]**, including those set forth in Exhibit C.

Owner and Engineer hereby agree to modify the above-referenced **[Agreement]** **[Task Order]** as set forth in this Amendment. All provisions of the Agreement and Task Order not modified by this or previous Amendments remain in effect. The Effective Date of this Amendment is _____.

OWNER:

By: _____

Title: _____

Date
Signed: _____

ENGINEER:

By: _____

Title: _____

Date
Signed: _____

Applicant	Eligible Expenditures	Eligible Business	Documents Submitted	Grant Amount Requested	Recommended Grant Amount	Final Report Received
Connect Ability of MN, Inc.	yes	yes	financials, lease agreement, 941, utility bill	\$ 20,000	\$ 25,000	
Janel Honer, Daycare provider	yes	yes	mortgage statement, utilities, tax statement, profit and loss statement, quotes	\$ 25,000	\$ 25,000	
The Big Blast Inflatables	yes	yes	taxes, insurance statement	\$ 25,000	\$ 15,800	
St. Augusta Legion Post 621	yes	yes	property tax, financials	\$ 25,000	\$ 25,000	
Voigt Bus	yes	yes	utility bill, payroll, financial statement	\$ 25,000	\$ 25,000	
Hayloft	yes	yes	property tax, tax filing	\$ 25,000	\$ 25,000	
Club Almar	yes	yes	941,	\$ 25,000	\$ 25,000	
Dreams 2 Reality	yes	yes	financials, utility bills, tax statement, rent statement	\$ 25,000	\$ 25,000	
Nadine Streit Daycare	yes	yes	ppe quotes, financials	\$ 10,000	\$ 10,000	

\$ 205,000 \$ 200,800

City Amount Available \$ 200,785.87
Plus County Contribution \$ 32,500.00

Total Amount Available \$ 233,285.87

ESTIMATE DATE: 9/1/2020

Bill McCabe
City of St. Augusta



Patching on Majestic Drive

<https://www.dpipaving.com/>

Infrared Patch

Infrared Patching of chip seal failure

6 Infrared Areas:

Infrared pavement heaters are used to create a thermal bond with newly added material for patching localized areas. A pavement heater is placed over the area to be addressed then heated to a workable temperature between 200 - 300 degrees. The heated surface is then scarified using iron rakes. New admixture is introduced and reworked and then finally compacted.

Total Bid: \$1100.00

This is a quotation on the goods named, subject to the conditions noted below: Diversified provides a 1 - year warranty and we do not guarantee water drainage on any surface that is less than 1.5% slope at the time of paving this is the industry standard. Any alterations or deviations from the specifications which are requested by the owner/general contractor which involve extra costs shall become extra charges to the owner/general contractor over and above the price specified above. Said extra charges shall be computed at the usual and customary rates of DIVERSIFIED PAVING generally applicable to the type of work involved. An interest charge at the rate of 1.5% per month shall be charged on any balance 30 days past due. Payment schedule is specified. DIVERSIFIED PAVING shall have the right to cease work immediately and to demand either a payment bond or an escrow of funds for the work it is to do if it has a reasonable basis to believe the owners or general contractors financial responsibility is impaired. DIVERSIFIED PAVING may terminate this agreement if such demand is not met within 14 days. DIVERSIFIED Paving may file appropriate liens or bond claims, as the case may be, to assure payment of the work completed up to date of termination. The owner/ general contractor, by acceptance of this proposal, agrees to pay all cost of collections, including reasonable attorney's fees incurred, in order to recover any amounts due or to become due herein. Liens or bond claims will be filed within the periods prescribed by law if any balance due herein becomes 45 days past due.

Sincerely,
Diversified Paving

Paul Reinert

Acceptance: As an authorized agent for the above, I accept this proposal for \$_____.

Signature: _____ Date: _____.

**CITY OF ST. AUGUSTA
COUNTY OF STEARNS**

RESOLUTION # 2020-16

**RESOLUTION AUTHORIZING CONTRACT WITH INTERESTED OFFICER
PURSUANT TO M.S. 471.88**

WHEREAS, the City of St Augusta, Stearns County, Minnesota seeks to contract for some miscellaneous street patching projects; and

WHEREAS, Paul Reinert has been duly elected to the office of City Council, and will be financially interested in the contracts described above for the following reason:

Mr. Reinert owns Diversified Paving and will be doing the patch work.

NOW, THEREFORE, BE IT RESOLVED that the City Council of City of St. Augusta, upon a unanimous vote of the City Council with the interested officer not voting on said question, finds that the contract price of \$1,100 is as low as, or lower than, the price at which the services could be obtained elsewhere at this time;

BE IT FURTHER RESOLVED that the City Council, pursuant to M.S. 365.61; 471.88; and 471.89 does hereby authorize a contract with Diversified Paving and Paul Reinert for a price of \$1,100 for the patching jobs listed herein. Payment to occur on the contract as agreed and up on the filing of a proper affidavit by the interested officer.

**ADOPTED BY THE CITY COUNCIL OF THE CITY OF ST. AUGUSTA THIS 6th DAY
OF OCTOBER, 2020.**

Michael G. Zenzen, Mayor

Attest:

William R. McCabe, City Clerk-Administrator