

**CITY OF ST. AUGUSTA**  
**CITY COUNCIL MEETING**  
**September 1, 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 August 4, 2020 City Council meeting.
  - 3B. Agenda.
  - 3C. Bills Payable, Receipts and Treasurer’s Report.
  - 3D. Resolution #2020-13, Authorizing Inter-Fund Transfers
  - 3E. Other
4. Sheriff’s Report
5. Building Inspector’s Report – Mark Harren.
6. Fire Department
  - 6A. Monthly Report
  - 6B. Relief Association Benefit Request
  - 6C. Radio Purchase Request
  - 6D. Pager Request
  - 6E. Other
7. Open Forum -10 Minute Limit.
  - 7A. Jen Matzke – Internet Service
  - 7B. Other
8. Engineer’s Report
  - 8A. Steve Hartkopf Drainage Issue
  - 8B. other
9. CARES Act Expenditures/COVID Update
10. Kiffmeyer Park Bridge Plank Replacement Quote
11. Resolution #2020-15, Adopting Preliminary 2021 Levy
12. Council Member Comments/Purview.
13. Clerk's Report.
  - 13A. CGMC Membership Request
14. Adjourn.

REMINDERS: Regular City Council Meeting, Tuesday, October 6, 2020 7:00pm  
City Council Budget Workshop Meeting, TBD

**CITY OF ST. AUGUSTA  
CITY COUNCIL MEETING  
September 1, 2020  
7:00 pm**

**Administrative Summary**

**Consent Agenda** – all items are included in the packets

**Sheriff's Report** – I hope to have for the updated packet on Tuesday.

**Building Inspector's Report** – Mark's spreadsheet is included in the packet.

**Fire Department**

**Monthly Report** – included in the packet

**Relief Assoc. Benefit Request** – I have included materials sent from Butch Stang including an email, account summary and pension relief report. Mr. Stang will be requesting an increase in the annual benefit and the included documents are the support for the request.

**Radio Purchase Request** – I have included a quote to purchase a new radio. This was included in the 2020 budget.

**Pager Request** – I have included quote for pagers and batteries. The funds were part of the DNR Grant and Centerpoint Energy Grant.

**Open Forum** – I have included an email I received from Jen Matzke about getting better internet access to Terrace Hills. I told her what we have been doing to try and attract better service and invited her to speak at this time at the Council meeting. She indicated she would have other neighbors on the meeting as well.

**Engineer's Report** –

**Hartkopf Drainage Issue** – Mr. Boots will have a copy of the survey along with a letter addressing this issue for the updated packets on Tuesday.

**CARES Act Expenditures** – I have included another resolution similar to last months detailing what we are proposing for expenses along with the quotes. We have quotes to supply new standalone voting booths, a new washing machine and drying cabinet for the firefighter's gear, and to upgrade the ventilation systems for both City Hall and the Fire Hall. There is the possibility that we will have quotes to provide new "jump suits" for the firefighters to use on medical calls preserving their turn-out gear.

**Kiffmeyer Park Bridge Plank Replacement** – the planks are getting in worse shape and we are recommending we replace all the planks at this time. I have included a quote in the packet for the planks and installation.

**Resolution #2020-15, adopting the preliminary levy** – You all will get the proposed preliminary budget separately. The resolution is included in the packet and uses a 2% increase in the levy over 2020. We will need to schedule a workshop meeting to discuss the budget and if you want we can wait to adopt the resolution until after that discussion but it has to be done by the end of September.

**Clerk's Report** – I have included the request from the Coalition of Greater Minnesota Cities for us to become members.

**MINUTES OF THE CITY COUNCIL  
ST. AUGUSTA, MINNESOTA  
August 4, 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 Backes, Schulzetnberg and Genereux; Attorney Couri, Engineer Boots; Fire Lieutenant Claseman, Stearns County Deputy Hemmesch, Treasurer Rasmuson and Clerk/Administrator McCabe.

**OTHERS PRESENT:** None

**CONSENT AGENDA:** Mr. McCabe indicated he added three gambling permits for St. Mary HOC (October 10, November 20 and February 6) and two temporary liquor licenses for St. Mary HOC (November 20 and February 6) to the consent agenda.

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

The following items were approved with the consent agenda:

City Council Minutes, July 7 2020.

Bill Payable, Receipts and Treasurer's Report dated April August 4, 2020 and for US Bank payment and Checks #23480 – 23642.

City Council Agenda, August 4, 2020

Gambling Permit Requests, St. Mary HOC (Oct. 10, No. 20 and Feb. 6).

Temporary Liquor Licenses, St. Mary HOC (Nov. 20 and Feb 6).

**SHERIFF'S REPORT:** Lt. Hemmesch was in attendance and presented the report for July. He indicated there were 44 contract hours spent and he reviewed the call types and indicated there were 30 citations issued. He answered questions from the Council.

**A motion was made to approve the Sheriff's report as presented by Mr. Genereux, seconded by Ms. Schulzetenberg. Motion carried 3-0.**

**BUILDING INSPECTOR'S  
REPORT:**

Mr. McCabe presented the updated spreadsheet indicating there were 7 permits issued in July including the Dollar General Permit and 0 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 3-0.**

**FIRE DEPT.  
REPORT:**

Lt Rob Claseman presented the monthly report for June indicating there were 12 calls, bringing the total for the year to 65. Monthly training was done in house and was on UTV driving course.

**A motion was made to approve the report by Mr. Genereux, seconded by Ms. Schulzetenberg. Motion carried 3-0.**

**OPEN FORUM:**

None.

**ENGINEER'S  
REPORT:**

Mr. Boots indicated this item was added as a follow up to the discussion from last month's meeting. Mr. McCabe suggested we table until Mr. Backes is in as he had some thoughts on this item.

Mr. Boots presented Change Order Number 1 on the 2020 Street Project. He explained the changes that were made and indicated it ends with an increase of \$10,870.75.

**A motion was made to approve Change Order #1 in an amount of \$10,870.75 by Ms. Schulzetenberg, seconded by Mr. Genereux. Motion carried 3-0.**

Mr. Boots indicated our storm water ordinance requires a storm water application and suggested we amend the fee schedule to include the fee. Mr. McCabe indicated he has added the ordinance on adopting the fee schedule.

Ms. Schulzetenberg asked about fees and who's paying for them and are residents being charged twice. Mr. McCabe and Mr. Boots explained how the fees work. Developers are the ones who incur these fees. Ms. Schulzetenberg asked there is any refund for the \$500 fee. Mr. Boots said it depends on the time it takes. Discussion on changing the fee schedule was discussed. Mr. McCabe said the fee could be \$100 fee and an escrow of \$650; the remaining escrow is returned.

**A motion was made to approve of the storm water application and Ordinance #2020 - 03, as amended and amending the 2020 fee schedule by Mr. Genereux, seconded by Mayor Zenzen. Motion carried 3-0.**

Mr. Boots reported on the 2020 project and indicated there have been communication issues with Mr. McCabe. Mr. Boots explained they have a deadline of Sep 1 and stated this will be fixed for future projects,

shoring up the project at this point. Mr. Genereux wondered about the damage to the public works building. Mr. Boots stated the contractor is probably waiting for the completion of the project to make sure no other damage occurs.

## **CARES ACT EXPENDITURES/ COVID-19**

### **DISCUSSION:**

Mr. McCabe indicated he wanted to talk about potential uses for the CARES Act funds. He presented the Council with quotes for new Chrome Books for the public works department and potentially Council and Boards (planning commission and park board). He also presented quotes for a camera to video tape the meetings to be posted on the City's website. Lt. Rob Claseman indicated they had some ideas and asked for permission to purchase 2 LUCAS Device CPR Machines. Mr. McCabe presented Resolution #2020-12, stating findings of fact and authorizing the CARES Act Expenditures.

Ms. Schulzetenberg asked about total costs and Mr. McCabe responded that with the proposal we would be at about \$49,000. Ms. Schulzetenberg inquired about possibly upgrading internet in some rural areas. Mr. Couri responded the problem was the deadline of November 15, 2020. Mr. McCabe indicated the City can grant funds to small businesses affected by COVID-19, but he wants to wait with authorizing those grants until after we pay for things the city needs. He presented grant paperwork (policy, application and grant agreement) for review. Mr. Couri mentioned returning money to the school district rather than Stearns County and Mr. McCabe stated he hadn't heard or read that anywhere. Mr. Couri will look into that further. Also, Mr. Couri indicated he would like to see a small amendment in the grant agreement on when it terminates.

Discussion about the number of laptops and the Lucas Device were discussed. Laptops have a short shelf life and Ms. Schulzetenberg thought that may be excessive at this point. The Lucas Device comes with a battery; its longevity depends on how often it is used. Mayor Zenzen said it expands our opportunities to get these devices.

**A motion was made to approve Resolution #2020-12, Stating Findings of Fact and Approving the CARES Act Expenditures and listing 15 Chrome Books, the video camera and 2 LUCAS Devices on a motion by Ms. Schulzetenberg, seconded by Mr. Genereux. Motion carried 3-0.**

**A motion was made to approve the Grant Paperwork on a motion by Ms. Schulzetenberg, seconded by Mr. Genereux. Motion carried 3-0.**

## **COUNCIL MEMBER**

**PURVIEW:**

Mr. Genereux asked about some of the charges from the US Bank Card. Mr. McCabe responded the Site One charges were for sprinkler heads and other misc. charges, the Amazon charge was for thermometers for City Hall and fire department and the North Central International charge was for repairs to the International plow truck.

Ms. Schulzetenberg asked about reservations for the park and Mr. McCabe said we still are taking reservations and people are using the shelter at 25% capacity.

**\*\*\*\*\* Mr. Backes came into the meeting at 8:05 PM. \*\*\*\*\***

There was discussion of the drainage ditch in Annis Acres near Mr. Hartkopf's property. Mr. Genereux asked if the city could show some goodwill and cut down the trees that will eventually block the ditch. Mr. Backes said in his observation, there may be a small area that is not allowing it to drain properly. He indicated his shoes did not get wet while walking behind Jesse George's property. Mr. Boots agreed there may be a little sediment but it's still draining as designed. Mr. Backes said shooting the Hartkopf elevations would be okay but not Jesse's. Mr. Boots asked for a motion to authorize the spending. Ms. Schulzetenberg indicated she would be agreeable to this. Mayor Zenzen said it's a drainage ditch and water is flowing so he's not sure it is necessary.

**A motion was made to authorize shooting the elevations from 232<sup>nd</sup> street to pond at a cost not to exceed \$1,000 by Mr. Genereux, seconded by Ms. Schulzetenberg. Motion carried unanimously.**

**CITY ADMINISTRATOR**

**REPORT:**

Mr. McCabe reported that the filing period was open for Mayor and City Council and the primary election is on August 11.

**ADJOURMENT: A motion was made to adjourn at 8:30pm by Mr. Genereux, seconded by Ms. Schulzetenberg. Meeting Adjourned.**

Approved this 1<sup>st</sup> day of September, 2020.

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Michael G. Zenzen, Mayor

Attest:

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William R. McCabe, Clerk/Administrator

## City of St. Augusta

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**\*Receipt Book**

Refer	Account	Last Dim Descr	Amount	Tran Date	Comments	Batch Name
12058 R	101-41000-322	Building Permits	\$171.75	8/10/2020	general - RNB	08 04 20 rct
12059 R	101-41000-322	Building Permits	\$65.00	8/10/2020	general - A & L Const	08 04 20 rct
12060 R	101-41000-341	Assessment Search Fees	\$10.00	8/10/2020	general - S Ball	08 04 20 rct
12061 R	101-41000-310	Sales Tax	\$5.91	8/10/2020	general - shelter rental tax	08 04 20 rct
12061 R	101-41000-322	Park Shelter Rental	\$125.00	8/10/2020	general - S Lafond	08 04 20 rct
12062 R	101-41000-322	Park Shelter Rental	\$125.00	8/10/2020	general - K Stein	08 04 20 rct
12062 R	101-41000-310	Sales Tax	\$5.91	8/10/2020	general - shelter rental tax	08 04 20 rct
12063 R	101-41000-334	Electric Permits	\$36.00	8/10/2020	general - Nies	08 04 20 rct
12064 R	101-41000-334	Electric Permits	\$49.00	8/10/2020	general - Electric Const Serv	08 04 20 rct
12065 R	101-41000-334	Electric Permits	\$135.00	8/10/2020	general - All Electric	08 04 20 rct
12066 R	101-41000-334	Gas Franchise Fee	\$4,288.29	8/10/2020	general - Xcel Energy	08 04 20 rct
12067 R	607-41000-371	Storm Sewer Sales	\$28.80	8/10/2020	SW - Aug 14 rcts	08 04 20 rct
12067 R	602-49450-372	Sewer Sales	\$576.92	8/10/2020	sewer - Aug 14 rcts	08 04 20 rct
12067 R	606-49450-372	Sewer Replacement Fund	\$69.21	8/10/2020	SRF - Aug 14 rcts	08 04 20 rct
12067 R	605-43160-374	Electricity Sales	\$11.56	8/10/2020	EU - Aug 14 rcts	08 04 20 rct
12067 R	601-49400-313	General Sales and Use Tax	\$10.86	8/10/2020	water dept - Aug 14 rcts	08 04 20 rct
12067 R	601-49400-371	Water Sales	\$1,275.05	8/10/2020	water dept - Aug 14 rcts	08 04 20 rct
12068 R	101-41000-322	Building Permits	\$362.25	8/19/2020	general - B. Studinski	08 05 20 rct
12069 R	101-41000-334	Electric Permits	\$36.00	8/19/2020	general - Bertram Electric	08 05 20 rct
12070 R	601-49400-313	General Sales and Use Tax	\$2.97	8/19/2020	water dept - Aug 20 rct	08 05 20 rct
12070 R	605-43160-374	Electricity Sales	\$24.39	8/19/2020	EU - Aug 20 rct	08 05 20 rct
12070 R	606-49450-372	Sewer Replacement Fund	\$91.28	8/19/2020	SRF - Aug 20 rct	08 05 20 rct
12070 R	602-49450-372	Sewer Sales	\$2,050.41	8/19/2020	sewer - Aug 20 rct	08 05 20 rct
12070 R	601-49400-371	Water Sales	\$2,192.21	8/19/2020	water dept - Aug 20 rct	08 05 20 rct
12071 R	101-41000-362	Miscellaneous Revenues	\$2.00	8/19/2020	general - Jeffrey Schimtz filing for ca	08 07 20 rct
12072 R	101-41000-322	Building Permits	\$140.00	8/19/2020	general - C Pogatchnik	08 07 20 rct
12073 R	101-41000-322	Building Permits	\$62.13	8/19/2020	general - Window Concepts	08 07 20 rct
12074 R	101-41000-322	Building Permits	\$85.00	8/19/2020	general - BD Exteriors	08 07 20 rct
12075 R	101-41000-334	Electric Permits	\$37.00	8/19/2020	general - Theilen Electric	08 07 20 rct
12076 R	101-41000-334	Electric Permits	\$36.00	8/19/2020	general - Electrical Solutions	08 07 20 rct
12077 R	601-49400-313	General Sales and Use Tax	\$16.78	8/19/2020	water dept - Aug 20 rct	08 07 20 rct
12077 R	606-49450-372	Sewer Replacement Fund	\$118.15	8/19/2020	SRF - Aug 20 rct	08 07 20 rct
12077 R	605-43160-374	Electricity Sales	\$31.98	8/19/2020	EU - Aug g20 rct	08 07 20 rct
12077 R	602-49450-372	Sewer Sales	\$2,238.41	8/19/2020	sewer - Aug 20 rct	08 07 20 rct
12077 R	601-49400-371	Water Sales	\$2,490.27	8/19/2020	water dept - Aug 20 rct	08 07 20 rct
12078 R	101-41000-310	Sales Tax	\$5.91	8/19/2020	general - shelter rental tax	08 10 20 rct
12078 R	101-41000-322	Park Shelter Rental	\$150.00	8/19/2020	general - S. Froehling	08 10 20 rct
12079 R	101-41000-322	Building Permits	\$173.55	8/19/2020	general - Solcius LLC	08 10 20 rct
12080 R	101-41000-341	Assessment Search Fees	\$10.00	8/19/2020	general - S. Ball	08 10 20 rct
12081 R	450-41000-334	Cable TV Franchise Fee	\$558.33	8/19/2020	CIP - general, Midco	08 10 20 rct
12082 R	101-41000-334	Gas Franchise Fee	\$3,979.00	8/19/2020	general - Center Point Energy	08 10 20 rct
12083 R	101-41000-341	Assessment Search Fees	\$10.00	8/19/2020	general - Heartland Title	08 10 20 rct
12084 R	101-41000-341	Assessment Search Fees	\$10.00	8/19/2020	general - Stearns County Abstract	08 10 20 rct
12085 R	101-41000-334	Electric Permits	\$71.00	8/19/2020	general - Select Electric	08 10 20 rct
12086 R	101-41000-334	Electric Permits	\$72.00	8/19/2020	general - Mechanical Energy	08 10 20 rct
12087 R	602-49450-372	Sewer Sales	\$2,075.28	8/19/2020	sewer - Aug 20 rct	08 10 20 rct
12087 R	601-49400-371	Water Sales	\$2,225.05	8/19/2020	water dept - Aug 20 rct	08 10 20 rct
12087 R	601-49400-313	General Sales and Use Tax	\$28.85	8/19/2020	water dept - Aug 20 rct	08 10 20 rct
12087 R	605-43160-374	Electricity Sales	\$15.41	8/19/2020	EU - Aug 20 rct	08 10 20 rct
12087 R	606-49450-372	Sewer Replacement Fund	\$80.38	8/19/2020	SRF - Aug 20 rct	08 10 20 rct
12088 R	101-41000-362	Miscellaneous Revenues	\$2.00	8/19/2020	general - Nick Muller filing for candid	08 12 20 rct

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## \*Receipt Book

Refer	Account	Last Dim Descr	Amount	Tran Date	Comments	Batch Name
12089 R	101-41000-362	Miscellaneous Revenues	\$2.00	8/19/2020	general - Mary Coleman filing for can	08 12 20 rct
12090 R	101-41000-362	Miscellaneous Revenues	\$2.00	8/19/2020	general - Lee Meier filing for candida	08 12 20 rct
12091 R	101-41000-334	Electric Permits	\$71.00	8/19/2020	general - R. Pogatschnik	08 12 20 rct
12092 R	101-41000-341	Assessment Search Fees	\$10.00	8/19/2020	general - Stearns County Abstract	08 12 20 rct
12093 R	605-43160-374	Electricity Sales	\$6.07	8/19/2020	EU - Aug 20 rct	08 12 20 rct
12093 R	601-49400-313	General Sales and Use Tax	\$38.64	8/19/2020	water dept - Aug 20 rct	08 12 20 rct
12093 R	602-49450-372	Sewer Sales	\$2,123.65	8/19/2020	sewer - Aug 20 rct	08 12 20 rct
12093 R	606-49450-372	Sewer Replacement Fund	\$147.70	8/19/2020	SRF - Aug 20 rct	08 12 20 rct
12093 R	601-49400-371	Water Sales	\$2,865.11	8/19/2020	water dept - Aug 20 rct	08 12 20 rct
12094 R	101-41000-322	Building Permits	\$205.47	8/19/2020	general - Sun and Fun Pools	08 13 20 rct
12095 R	101-41000-334	Electric Permits	\$36.00	8/19/2020	general - Klein Electric	08 13 20 rct
12096 R	450-42270-331	Federal Grants and Aids	\$2,500.00	8/19/2020	CIP - fire dept, Center Point Energy	08 13 20 rct
12097 R	601-49400-371	Water Sales	\$1,844.29	8/19/2020	water dept - Aug 20 rct	08 13 20 rct
12097 R	606-49450-372	Sewer Replacement Fund	\$90.33	8/19/2020	SRF - Aug 20 rct	08 13 20 rct
12097 R	605-43160-374	Electricity Sales	\$23.45	8/19/2020	EU - Aug 20 rct	08 13 20 rct
12097 R	601-49400-313	General Sales and Use Tax	\$2.15	8/19/2020	water dept - Aug 20 rct	08 13 20 rct
12097 R	602-49450-372	Sewer Sales	\$1,580.35	8/19/2020	sewer - Aug 20 rct	08 13 20 rct
12098 R	601-49400-371	Water Sales	\$1,015.60	8/19/2020	water dept - Aug 20 rct	08 14 20 rct
12098 R	601-49400-313	General Sales and Use Tax	\$5.08	8/19/2020	water dept - Aug 20 rct	08 14 20 rct
12098 R	606-49450-372	Sewer Replacement Fund	\$43.95	8/19/2020	SRF - Aug 20 rct	08 14 20 rct
12098 R	602-49450-372	Sewer Sales	\$932.83	8/19/2020	sewer - Aug 20 rct	08 14 20 rct
12098 R	605-43160-374	Electricity Sales	\$18.00	8/19/2020	EU - Aug 20 rct	08 14 20 rct
12099 R	101-41000-341	Assessment Search Fees	\$10.00	8/19/2020	general - Heartland Title	08 17 20 rct
12100 R	601-49400-371	Water Sales	\$1,922.46	8/19/2020	water dept - Aug 20 rct	08 17 20 rct
12100 R	606-49450-372	Sewer Replacement Fund	\$84.32	8/19/2020	SRF - Aug 20 rct	08 17 20 rct
12100 R	601-49400-313	General Sales and Use Tax	\$2.15	8/19/2020	water dept - Aug 20 rct	08 17 20 rct
12100 R	602-49450-372	Sewer Sales	\$1,700.36	8/19/2020	sewer - Aug 20 rct	08 17 20 rct
12100 R	605-43160-374	Electricity Sales	\$23.65	8/19/2020	EU - Aug 20 rct	08 17 20 rct
12102 R	101-41000-334	Electric Permits	\$136.00	8/19/2020	general - Rueter County Electric	08 18 20 rct
12103 R	450-41000-313	General Sales and Use Tax	\$19,370.34	8/19/2020	CIP - general, sales tax 7/10-8/10/20	08 18 20 rct
12104 R	601-49400-371	Water Sales	\$1,482.65	8/19/2020	water dept - Aug 20 rct	08 18 20 rct
12104 R	602-49450-372	Sewer Sales	\$1,159.79	8/19/2020	sewer - Aug 20 rct	08 18 20 rct
12104 R	606-49450-372	Sewer Replacement Fund	\$74.31	8/19/2020	SRF - Aug 20 rct	08 18 20 rct
12104 R	605-43160-374	Electricity Sales	\$24.75	8/19/2020	EU - Aug 20 rct	08 18 20 rct
12104 R	601-49400-313	General Sales and Use Tax	\$10.47	8/19/2020	water dept - Aug 20 rct	08 18 20 rct
12105 R	101-41000-322	Building Permits	\$100.00	8/27/2020	general - H&S	08 19 20 rct
12106 R	101-41000-362	Miscellaneous Revenues	\$68.25	8/27/2020	general - Northern Metal Recycling s	08 19 20 rct
12107 R	602-49450-372	Sewer Sales	\$843.09	8/27/2020	sewer - Aug 20 rcts	08 19 20 rct
12107 R	601-49400-313	General Sales and Use Tax	\$12.67	8/27/2020	water dept - Aug 20 rcts	08 19 20 rct
12107 R	606-49450-372	Sewer Replacement Fund	\$74.31	8/27/2020	SRF - Aug 20 rcts	08 19 20 rct
12107 R	605-43160-374	Electricity Sales	\$24.75	8/27/2020	EU - Aug 20 rcts	08 19 20 rct
12107 R	601-49400-371	Water Sales	\$1,168.15	8/27/2020	water dept -Aug 20 rcts	08 19 20 rct
12108 R	101-41000-350	Fines and Forfeits	\$362.88	8/27/2020	general - Aug 20 misdemeanors	08 20 20 mis
12109 R	450-41130-362	Miscellaneous Revenues	\$17.99	8/27/2020	CIP - pw dept, ag tax	08 27 20 ag
12109 R	450-41130-362	Miscellaneous Revenues	\$540.89	8/27/2020	CIP - pw dept, ag tax	08 27 20 ag
12110 R	101-41000-322	Building Permits	\$65.00	8/27/2020	general - Loren Estwick	08 21 20 rct
12111 R	101-41000-341	Assessment Search Fees	\$10.00	8/27/2020	general - Heartland Title	08 21 20 rct
12112 R	601-49400-313	General Sales and Use Tax	\$9.14	8/27/2020	water dept - Aug 20 rct	08 21 20 rct
12112 R	602-49450-372	Sewer Sales	\$1,083.58	8/27/2020	sewer - Aug 20 rct	08 21 20 rct
12112 R	605-43160-374	Electricity Sales	\$22.21	8/27/2020	EU - Aug 20 rct	08 21 20 rct
12112 R	601-49400-371	Water Sales	\$1,570.11	8/27/2020	water dept - Aug 20 rct	08 21 20 rct

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**\*Receipt Book**

Refer	Account	Last Dim Descr	Amount	Tran Date	Comments	Batch Name
12112 R	606-49450-372	Sewer Replacement Fund	\$52.04	8/27/2020	SRF - Aug 20 rct	08 21 20 rct
12113 R	101-41000-334	Electric Permits	\$97.00	8/27/2020	general - Mechanical Energy	08 24 20 rct
12114 R	101-41000-334	Electric Permits	\$36.00	8/27/2020	general - Klein Electric	08 24 20 rct
12115 R	101-41000-334	Electric Permits	\$106.00	8/27/2020	general - Whitley Electric	08 24 20 rct
12116 R	606-49450-372	Sewer Replacement Fund	\$41.20	8/27/2020	SRF - Aug 20 rcts	08 24 20 rct
12116 R	602-49450-372	Sewer Sales	\$1,035.64	8/27/2020	sewer - Aug 20 rcts	08 24 20 rct
12116 R	601-49400-313	General Sales and Use Tax	\$2.15	8/27/2020	water dept - Aug 20 rcts	08 24 20 rct
12116 R	601-49400-371	Water Sales	\$999.95	8/27/2020	water dept - Aug 20 rcts	08 24 20 rct
12116 R	605-43160-374	Electricity Sales	\$16.63	8/27/2020	EU - Aug 20 rcts	08 24 20 rct
12117 R	101-41000-341	Assessment Search Fees	\$10.00	8/27/2020	general - Heartland Title	08 25 20 rct
12118 R	101-41000-334	Electric Permits	\$275.00	8/27/2020	general - Energized Electric	08 25 20 rct
12119 R	101-41000-322	Building Permits	\$3,009.50	8/27/2020	general - Trasit Tech (F Voigt)	08 25 20 rct
12119 R	601-49400-371	Meter Sales	\$500.00	8/27/2020	water dept - Transit Tech (F Voigt)	08 25 20 rct
12119 R	603-43254-371	Water Availability Charges	\$6,000.00	8/27/2020	WAC - Transit Tech (F Voigt)	08 25 20 rct
12119 R	603-43254-372	Sewer Availability Charges	\$6,000.00	8/27/2020	SAC - Transit Tech (F Voigt)	08 25 20 rct
12120 R	601-49400-313	General Sales and Use Tax	\$2.15	8/27/2020	water dept - Aug 20 rcts	08 25 20 rct
12120 R	602-49450-372	Sewer Sales	\$3,629.75	8/27/2020	sewer - Aug 20 rcts	08 25 20 rct
12120 R	605-43160-374	Electricity Sales	\$37.84	8/27/2020	EU - Aug 20 rcts	08 25 20 rct
12120 R	601-49400-371	Water Sales	\$4,072.24	8/27/2020	water dept - Aug 20 rcts	08 25 20 rct
12120 R	606-49450-372	Sewer Replacement Fund	\$145.48	8/27/2020	SRF - Aug 20 rcts	08 25 20 rct
12121 R	101-41000-322	Building Permits	\$3,237.25	8/27/2020	general - D. Waltzing	08 26 20 rct
12122 R	601-49400-371	Water Sales	\$1,454.79	8/27/2020	water dept - Aug 20 rcts	08 26 20 rct
12122 R	605-43160-374	Electricity Sales	\$26.52	8/27/2020	EU - Aug 20 rcts	08 26 20 rct
12122 R	606-49450-372	Sewer Replacement Fund	\$64.79	8/27/2020	SRF - Aug 20 rcts	08 26 20 rct
12122 R	602-49450-372	Sewer Sales	\$909.21	8/27/2020	sewer - Aug 20 rcts	08 26 20 rct
<b>Grand Total</b>			<b>\$103,772.32</b>			

# City of St. Augusta

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## \*Check Summary Register©

August 2020 to September 2020

Name	Check Date	Check Amt
<b>10100 STATE BANK OF KIMBAL</b>		
Paid Chk# 023643 BLASHACK, CHAD C.	8/5/2020	\$1,373.47
Paid Chk# 023644 HOLLERMANN, PAUL A.	8/5/2020	\$1,034.25
Paid Chk# 023645 KIFFMEYER, MARK G.	8/5/2020	\$1,339.36
Paid Chk# 023646 McCABE, WILLIAM R.	8/5/2020	\$2,240.21
Paid Chk# 023647 RASMUSON, TERESA M.	8/5/2020	\$51.99
Paid Chk# 023648 SCHLUETER, STEVEN F.	8/5/2020	\$565.19
Paid Chk# 023649 SCHREINER, CASEY C	8/5/2020	\$219.34
Paid Chk# 023650 WOLTERS, KENNETH G	8/5/2020	\$532.93
Paid Chk# 023651 JOHN HANCOCK	8/6/2020	\$900.00 g - def comp pay 16 20 - Kiffm
Paid Chk# 023652 ANNIS, EILEEN M.	8/19/2020	\$184.13
Paid Chk# 023653 HARLANDER, THOMAS D.	8/19/2020	\$741.78
Paid Chk# 023654 KRAEMER, RONALD	8/19/2020	\$308.89
Paid Chk# 023655 LAUDENBACH, SHIRLEY	8/19/2020	\$184.13
Paid Chk# 023656 MEIER, LEROY	8/19/2020	\$543.89
Paid Chk# 023657 BLASHACK, CHAD C.	8/19/2020	\$1,373.47
Paid Chk# 023658 HOLLERMANN, PAUL A.	8/19/2020	\$1,034.25
Paid Chk# 023659 KIFFMEYER, MARK G.	8/19/2020	\$1,339.36
Paid Chk# 023660 McCABE, WILLIAM R.	8/19/2020	\$2,240.21
Paid Chk# 023661 RASMUSON, TERESA M.	8/19/2020	\$9.07
Paid Chk# 023662 SCHLUETER, STEVEN F.	8/19/2020	\$415.82
Paid Chk# 023663 SCHREINER, CASEY C	8/19/2020	\$288.06
Paid Chk# 023664 WOLTERS, KENNETH G	8/19/2020	\$341.10
Paid Chk# 023665 JOHN HANCOCK	8/20/2020	\$900.00 g - pay 17 20 def comp - Rasmu
Paid Chk# 023666 TABATT, MICHAEL A.	8/28/2020	\$616.73
Paid Chk# 023667 MN DEPT OF REVENUE	8/27/2020	\$1,272.97 emp pd state taxes
Paid Chk# 023668 AFLAC	9/1/2020	\$501.58 g - employee paid insurance
Paid Chk# 023669 ALTERNATIVE GARAGE DOOR R	9/1/2020	\$294.28 general - receiver/battery
Paid Chk# 023670 ARVIG	9/1/2020	\$54.95 fire dept - internet
Paid Chk# 023671 CENTER POINT ENERGY	9/1/2020	\$76.02 fire dept - gas usage
Paid Chk# 023672 CITY OF ST. CLOUD	9/1/2020	\$29,494.69 water dept -Jul 2020 usage
Paid Chk# 023673 CORE & MAIN LP	9/1/2020	\$3,802.74 water dept - radios
Paid Chk# 023674 COURI & RUPPE PLLP	9/1/2020	\$1,320.00 general - general legal counse
Paid Chk# 023675 EMERGENCY RESPONSE SOLU	9/1/2020	\$1,954.84 fire dept - supplies
Paid Chk# 023676 GOPHER STATE ONE-CALL	9/1/2020	\$86.40 water dept - locates
Paid Chk# 023677 HARRIET BARTELL	9/1/2020	\$87.07 parks dept - supplies (Home De
Paid Chk# 023678 HENRY SCHEIN	9/1/2020	\$104.93 fire dept - EMS supplies
Paid Chk# 023679 LAUREN STANG	9/1/2020	\$37.42 fire dept - print oil for phot
Paid Chk# 023680 MARCO	9/1/2020	\$101.50 general - copier contract
Paid Chk# 023681 MENARDS - ST. CLOUD	9/1/2020	\$45.18 parks dept - treated lumber
Paid Chk# 023682 MINNESOTA PUMP WORKS	9/1/2020	\$196.00 sewer dept - floats
Paid Chk# 023683 MN DEPT OF HEALTH	9/1/2020	\$1,139.00 water dept - 3rd qtr 2020 hook
Paid Chk# 023684 MOORE ENGINEERING	9/1/2020	\$47,827.44 general - Dollar General plan
Paid Chk# 023685 NELSONS SANITATION & RENTA	9/1/2020	\$327.80 parks dept - toilet rental Aug
Paid Chk# 023686 SHARON SCHLICHT	9/1/2020	\$51.64 parks dept - supplies (Menards
Paid Chk# 023687 SC TIMES	9/1/2020	\$116.11 elections - public accuracy te
Paid Chk# 023688 STEARNS ELECTRIC ASSOCIATI	9/1/2020	\$2,237.45 general - Lion's Sign



# City of St. Augusta

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## \*Check Summary Register©

August 2020 to September 2020

	Name	Check Date	Check Amt	
Paid Chk# 023689	TORBORG BUILDERS	9/1/2020	\$400.00	pw dept - 24436 19th Ave & 242
Paid Chk# 023690	TRAUT COMPANIES	9/1/2020	\$50.00	water dept - sample #'s 201453
Paid Chk# 023691	WEST CENTRAL SANITATION	9/1/2020	\$449.42	fire dept - garbage service
Paid Chk# 023692	DEBRA ECHLEN	9/1/2020	\$75.00	parks dept - Aug 2020 park ref
Paid Chk# 023693	JAIME KRAPA	9/1/2020	\$75.00	parks dept - Aug 2020 park ref
Paid Chk# 023694	JENNIFER BROWN	9/1/2020	\$50.00	parks dept - Aug 2020 park ref
Paid Chk# 023695	JENNIFER JOHNSTONE	9/1/2020	\$75.00	parks dept - Aug 2020 park ref
Paid Chk# 023696	JODIE VOLKER	9/1/2020	\$150.00	parks dept - Aug 2020 park ref
Paid Chk# 023697	KENSINGTON BANK	9/1/2020	\$50.00	parks dept - Aug 2020 park ref
Paid Chk# 023698	KEVIN STEIN	9/1/2020	\$50.00	parks dept - Aug 2020 park ref
Paid Chk# 023699	LEEANN NELSON	9/1/2020	\$75.00	parks dept - Aug 2020 park ref
Paid Chk# 023700	LORI CAMPINA	9/1/2020	\$50.00	parks dept - Aug 2020 park ref
Paid Chk# 023701	TRESSA ZIMMERMAN	9/1/2020	\$50.00	parks dept - Aug 2020 park ref
Paid Chk# 023702	ALLSTREAM	9/1/2020	\$324.04	general - city hall telephone
Paid Chk# 023703	BILL MCCABE	9/1/2020	\$188.03	general - mileage 7/6-8/31/20
Paid Chk# 023704	CITY OF ST. AUGUSTA	9/1/2020	\$83.42	general - Jul 2020 usage
Paid Chk# 023705	COLLABORATIVE PLANNING LLC	9/1/2020	\$105.00	general - general planning
Paid Chk# 023706	KELLY C JOHNSON INC	9/1/2020	\$513.83	general - Aug 2020 permits
Paid Chk# 023707	MATTHEW PIERSON	9/1/2020	\$41.81	water dept - refund overpaymen
Paid Chk# 023708	MINNESOTA MAYORS ASSN	9/1/2020	\$30.00	general - membership dues
<b>Total Checks</b>			<b>\$112,793.19</b>	

Michael G. Zenzen

FILTER: None

**\*Check Detail Register©**

September 2020

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**10100 STATE BANK OF KIMBAL**

Paid Chk# 023692 9/1/2020 DEBRA ECHLEN

E 101-45200-342 Refunds \$75.00 parks dept - Aug 2020 park refund

Total DEBRA ECHLEN \$75.00

Paid Chk# 023693 9/1/2020 JAIME KRAPA

E 101-45200-342 Refunds \$75.00 parks dept - Aug 2020 park refund

Total JAIME KRAPA \$75.00

Paid Chk# 023694 9/1/2020 JENNIFER BROWN

E 101-45200-342 Refunds \$50.00 parks dept - Aug 2020 park refund

Total JENNIFER BROWN \$50.00

Paid Chk# 023695 9/1/2020 JENNIFER JOHNSTONE

E 101-45200-342 Refunds \$75.00 parks dept - Aug 2020 park refund

Total JENNIFER JOHNSTONE \$75.00

Paid Chk# 023696 9/1/2020 JODIE VOLKER

E 101-45200-342 Refunds \$150.00 parks dept - Aug 2020 park refund

Total JODIE VOLKER \$150.00

Paid Chk# 023697 9/1/2020 KENSINGTON BANK

E 101-45200-342 Refunds \$50.00 parks dept - Aug 2020 park refund

Total KENSINGTON BANK \$50.00

Paid Chk# 023698 9/1/2020 KEVIN STEIN

E 101-45200-342 Refunds \$50.00 parks dept - Aug 2020 park refund

Total KEVIN STEIN \$50.00

Paid Chk# 023699 9/1/2020 LEEANN NELSON

E 101-45200-342 Refunds \$75.00 parks dept - Aug 2020 park refund

Total LEEANN NELSON \$75.00

Paid Chk# 023700 9/1/2020 LORI CAMPINA

E 101-45200-342 Refunds \$50.00 parks dept - Aug 2020 park refund

Total LORI CAMPINA \$50.00

Paid Chk# 023701 9/1/2020 TRESSA ZIMMERMAN

E 101-45200-342 Refunds \$50.00 parks dept - Aug 2020 park refund

Total TRESSA ZIMMERMAN \$50.00

Paid Chk# 023702 9/1/2020 ALLSTREAM INTEGRA

E 101-41000-321 Telephone \$105.41 general - city hall telephone

E 101-42270-321 Telephone \$117.23 fire dept - telephone

E 602-49450-321 Telephone \$101.40 sewer dept - telephone

Total ALLSTREAM INTEGRA \$324.04

Paid Chk# 023703 9/1/2020 BILL MCCABE

E 101-41000-208 Training, Inst., Travel \$188.03 general - mileage 7/6-8/31/20

Total BILL MCCABE \$188.03

Paid Chk# 023704 9/1/2020 CITY OF ST. AUGUSTA

E 101-41000-736 city halls sewer/water expense \$83.42 general - Jul 2020 usage

Total CITY OF ST. AUGUSTA \$83.42

Paid Chk# 023705 9/1/2020 COLLABORATIVE PLANNING LLC

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September 2020

			Check Amt	Invoice	Comment
E 101-41000-307	Planning (GENERAL)		\$78.75	2020-147	general - general planning
E 101-41000-307	Planning (GENERAL)		\$26.25	2020-148	general - general planning
<b>Total COLLABORATIVE PLANNING LLC</b>			<b>\$105.00</b>		
Paid Chk# 023706	9/1/2020	<b>KELLY C JOHNSON INC</b>			
E 101-41220-742	Electrical Insp		\$513.83		general - Aug 2020 permits
<b>Total KELLY C JOHNSON INC</b>			<b>\$513.83</b>		
Paid Chk# 023707	9/1/2020	<b>MATTHEW PIERSON</b>			
E 601-49400-430	Miscellaneous		\$20.91		water dept - refund overpayment
E 602-49450-430	Miscellaneous		\$20.90		sewer dept - refund overpayment
<b>Total MATTHEW PIERSON</b>			<b>\$41.81</b>		
Paid Chk# 023708	9/1/2020	<b>MINNESOTA MAYORS ASSN</b>			
E 101-41110-433	Dues and Subscriptions		\$30.00		general - membership dues
<b>Total MINNESOTA MAYORS ASSN</b>			<b>\$30.00</b>		
<b>10100 STATE BANK OF KIMBAL</b>			<b>\$1,986.13</b>		

**Fund Summary****10100 STATE BANK OF KIMBAL**

101 GENERAL FUND	\$1,842.92
601 WATER FUND	\$20.91
602 SEWER FUND	\$122.30
	<b>\$1,986.13</b>

Michael G. Zenzen

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September 2020

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**10100 STATE BANK OF KIMBAL**

Paid Chk# 022125E 8/25/2020 US BANK BLASHACK

E 101-41130-212	Motor Fuels	\$155.92	pw dept - fuel for city vehicles (Casey's/BP)
E 101-45200-220	Repair/Maint Supply	\$378.90	parks dept - supplies (Menards)
E 101-45200-220	Repair/Maint Supply	\$11.02	parks dept - supplies (Menards)
E 101-45200-220	Repair/Maint Supply	\$52.13	parks dept - supplies (Site One)
E 602-49450-210	Operating Supplies (GENERAL)	\$9.00	sewer dept - courier (Speedy)
E 101-41000-200	Office Supplies (GENERAL)	\$96.70	general - office supplies (Office Depot)
E 101-41000-250	COVID	\$145.85	elections - supplies (office Depot)
E 101-45200-220	Repair/Maint Supply	\$53.80	parks dept - supplies (BSN Sports)
E 602-49450-220	Repair/Maint Supply	\$53.37	sewer dept - supplies (Wheelco)
E 101-41410-430	Miscellaneous	\$345.61	elections - food/supplies for primary
<b>Total US BANK BLASHACK</b>		<b>\$1,302.30</b>	

Paid Chk# 022126E 8/25/2020 US BANK CLASEMAN

E 101-42270-325	IT Expenses	\$435.85	fire dept - 3 monitors (B&H)
E 101-42270-534	Equipment	\$301.35	fire dept - MN code book (Int'l Code Council)
E 101-42270-223	Building Repair Supplies	\$355.15	fire dept - tv (Best Buy)
E 101-42270-220	Repair/Maint Supply	\$3.70	fire dept - screws (Menards)
E 101-42270-220	Repair/Maint Supply	\$9.20	fire dept - supplies (Home Depot)
E 101-42270-220	Repair/Maint Supply	\$118.75	fire dept - batteries (Batteries Plus)
E 101-42270-220	Repair/Maint Supply	\$20.42	fire dept - supplies (Amazon)
<b>Total US BANK CLASEMAN</b>		<b>\$1,244.42</b>	

Paid Chk# 022127E 8/25/2020 US BANK HOLLERMANN

E 101-41130-212	Motor Fuels	\$76.26	pw dept - fuel for vehicles (Casey's/BP)
E 602-49450-210	Operating Supplies (GENERAL)	\$8.00	sewer dept - courier (Speedy)
E 601-49400-210	Operating Supplies (GENERAL)	\$130.00	water dept - repairs #6 (Joes Auto)
E 602-49450-210	Operating Supplies (GENERAL)	\$130.00	sewer dept - repairs #6 (Joes Auto)
E 101-41410-430	Miscellaneous	\$122.77	elections - food/supplies
<b>Total US BANK HOLLERMANN</b>		<b>\$467.03</b>	

Paid Chk# 022128E 8/25/2020 US BANK KIFFMEYER

E 101-41130-212	Motor Fuels	\$29.16	pw dept - fuel for vehicles (BP)
E 101-41130-220	Repair/Maint Supply	\$51.38	pw dept - supplies (Menards)
E 101-41130-220	Repair/Maint Supply	\$59.30	pw dept - safety vests (Fastenal)
E 101-41130-220	Repair/Maint Supply	\$253.26	pw dept - truck # 10 (Fleetpride)
E 101-41130-220	Repair/Maint Supply	\$7.18	pw dept - truck # 10 (Fleetpride)
<b>Total US BANK KIFFMEYER</b>		<b>\$400.28</b>	

Paid Chk# 022129E 8/25/2020 US BANK MCCABE

E 101-45200-220	Repair/Maint Supply	\$112.82	parks dept - supplies (Spectrum)
E 101-41000-200	Office Supplies (GENERAL)	\$58.11	general - supplies (Spectrum)
E 101-41000-322	Postage	\$165.00	general - postage (US Postal Service)
E 101-41410-430	Miscellaneous	\$112.27	elections - food/supplies (Coborns/House Pizza/Subway)
E 101-41000-208	Training, Inst., Travel	\$17.00	general - lunch meeting (Hayloft)
E 101-41000-200	Office Supplies (GENERAL)	\$34.66	general - supplies (Spectrum)
E 601-49400-430	Miscellaneous	\$779.50	water dept - vehicle repairs (Joes)
E 602-49450-430	Miscellaneous	\$779.50	sewer dept - vehicle repairs (sewer)
E 101-41000-250	COVID	\$107.61	general - COVID related computer expense (Microsoft)
E 101-41000-300	support services	\$19.98	general - remote backup (DriCrashPlan)
<b>Total US BANK MCCABE</b>		<b>\$2,186.45</b>	

Paid Chk# 022130E 8/25/2020 US BANK SCHLUETER

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September 2020

			Check Amt	Invoice	Comment
E 101-45200-212	Motor Fuels		\$38.00		parks dept - fuel for city vehicles (Casey's)
	<b>Total US BANK SCHLUETER</b>		\$38.00		
Paid Chk# 022131E	8/25/2020	<b>US BANK WOLTERS</b>			
E 101-45200-212	Motor Fuels		\$2.59		parks dept - fuel for city vehicles (BP)
E 101-45200-220	Repair/Maint Supply		\$17.24		parks dept - supplies (Target)
	<b>Total US BANK WOLTERS</b>		\$19.83		
Paid Chk# 022132E	8/25/2020	<b>PREFERRED ONE</b>			
E 601-49400-131	Employer Paid Health		\$341.21		water dept - city pd health
E 602-49450-131	Employer Paid Health		\$341.21		sewer dept - city pd health
E 101-41000-131	Employer Paid Health		\$469.16		general - city pd health
E 101-41000-131	Employer Paid Health		\$635.31		general - city pd health
E 101-41130-131	Employer Paid Health		\$839.72		pw dept - city pd health
E 101-41130-131	Employer Paid Health		\$292.97		pw dept - city pd health
G 101-21710	Other Deductions		\$928.26		g - emp pd health
	<b>Total PREFERRED ONE</b>		\$3,847.84		
Paid Chk# 022134E	8/27/2020	<b>US BANK CORDIE</b>			
E 101-42270-220	Repair/Maint Supply		\$118.80		fire dept - supplies (Target)
	<b>Total US BANK CORDIE</b>		\$118.80		
Paid Chk# 023668	9/1/2020	<b>AFLAC</b>			
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
	<b>Total AFLAC</b>		\$501.58		
Paid Chk# 023669	9/1/2020	<b>ALTERNATIVE GARAGE DOOR REPAIR</b>			
E 101-41000-520	Buildings and Structures		\$294.28		general - receiver/battery
	<b>Total ALTERNATIVE GARAGE DOOR REPAIR</b>		\$294.28		
Paid Chk# 023670	9/1/2020	<b>ARVIG</b>			
E 101-42270-323	Internet		\$54.95		fire dept - internet
	<b>Total ARVIG</b>		\$54.95		
Paid Chk# 023671	9/1/2020	<b>CENTER POINT ENERGY</b>			
E 101-42270-387	Fire Dept Utilities		\$76.02		fire dept - gas usage
	<b>Total CENTER POINT ENERGY</b>		\$76.02		
Paid Chk# 023672	9/1/2020	<b>CITY OF ST. CLOUD</b>			
E 601-49400-312	Water/Contract Services		\$19,105.16		water dept -Jul 2020 usage
E 602-49450-313	Sewer/Contract Services		\$4,412.89		sewer dept - Jul 2020 treatment charges
E 602-47000-602	NR2 Project - principal/int		\$5,976.64		sewer dept - Jul 2020 NR2 project
	<b>Total CITY OF ST. CLOUD</b>		\$29,494.69		
Paid Chk# 023673	9/1/2020	<b>CORE &amp; MAIN LP (WAS MN PIPE)</b>			
E 601-47005-532	Meters		\$3,802.74	M773780	water dept - radios
	<b>Total CORE &amp; MAIN LP (WAS MN PIPE)</b>		\$3,802.74		
Paid Chk# 023674	9/1/2020	<b>COURI &amp; RUPPE PLLP</b>			
E 101-41000-304	Legal Fees		\$1,020.00		general - general legal counsel
E 101-41000-304	Legal Fees		\$300.00		general - Dollar General
	<b>Total COURI &amp; RUPPE PLLP</b>		\$1,320.00		
Paid Chk# 023675	9/1/2020	<b>EMERGENCY RESPONSE SOLUTIONS</b>			

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			Check Amt	Invoice	Comment
E 101-42270-220	Repair/Maint Supply		\$1,042.44	15822	fire dept - supplies
E 101-42270-220	Repair/Maint Supply		\$912.40	15889	fire dept - supplies
<b>total EMERGENCY RESPONSE SOLUTIONS</b>			<b>\$1,954.84</b>		
Paid Chk#	023676	9/1/2020	<b>GOPHER STATE ONE-CALL</b>		
E 601-49400-314	Gopher State One Calls		\$43.20		water dept - locates
E 602-49450-314	Gopher State One Calls		\$43.20		sewer dept - locates
<b>Total GOPHER STATE ONE-CALL</b>			<b>\$86.40</b>		
Paid Chk#	023677	9/1/2020	<b>HARRIET BARTELL</b>		
E 101-45200-220	Repair/Maint Supply		\$35.43		parks dept - supplies (Home Depot)
E 101-45200-220	Repair/Maint Supply		\$25.82		parks dept - supplies (Menards)
E 101-45200-220	Repair/Maint Supply		\$25.82		parks dept - supplies (Menards)
<b>Total HARRIET BARTELL</b>			<b>\$87.07</b>		
Paid Chk#	023678	9/1/2020	<b>HENRY SCHEIN</b>		
E 101-42270-232	EMS Supplies		\$104.93	36158253	fire dept - EMS supplies
<b>Total HENRY SCHEIN</b>			<b>\$104.93</b>		
Paid Chk#	023679	9/1/2020	<b>LAUREN STANG</b>		
E 101-42270-220	Repair/Maint Supply		\$37.42		fire dept - print oil for photos
<b>Total LAUREN STANG</b>			<b>\$37.42</b>		
Paid Chk#	023680	9/1/2020	<b>MARCO</b>		
E 101-41000-300	support services		\$101.50		general - copier contract
<b>Total MARCO</b>			<b>\$101.50</b>		
Paid Chk#	023681	9/1/2020	<b>MENARDS-ST. CLOUD</b>		
E 101-45200-220	Repair/Maint Supply		\$45.18	49183	parks dept - treated lumber
<b>Total MENARDS-ST. CLOUD</b>			<b>\$45.18</b>		
Paid Chk#	023682	9/1/2020	<b>MINNESOTA PUMP WORKS</b>		
E 602-47005-543	Equipment		\$196.00	00011779	sewer dept - floats
<b>Total MINNESOTA PUMP WORKS</b>			<b>\$196.00</b>		
Paid Chk#	023683	9/1/2020	<b>MN DEPT OF HEALTH</b>		
E 601-49400-312	Water/Contract Services		\$1,139.00		water dept - 3rd qtr 2020 hookups
<b>Total MN DEPT OF HEALTH</b>			<b>\$1,139.00</b>		
Paid Chk#	023684	9/1/2020	<b>MOORE ENGINEERING</b>		
E 607-41000-303	Engineering Fees		\$9,775.00	24527	STW - MS4 Permit work
E 607-41000-303	Engineering Fees		\$9,018.10	24527	STW - MS4 inspections
E 607-41000-303	Engineering Fees		\$40.00	24527	STW - Annis Acres ditch issue
E 101-41000-303	Engineering Fees		\$1,732.50	24527	general - KO Storage/site plan review
E 101-41000-303	Engineering Fees		\$280.00	24527	general - Dollar General plan review
E 607-41000-303	Engineering Fees		\$1,387.50	24527	STW - Harkopf ditch issue
E 101-41000-303	Engineering Fees		\$2,167.50	24527	general - GIS implementation
E 450-41130-230	Overlaying		\$23,426.84	24527	CIP - pw dept, 2020 street improvement project
<b>Total MOORE ENGINEERING</b>			<b>\$47,827.44</b>		
Paid Chk#	023685	9/1/2020	<b>NELSONS TOILET RENTAL</b>		
E 101-45200-410	Rentals		\$65.56	A-58369	parks dept - toilet rental Jul
E 101-45200-410	Rentals		\$65.56	A-58370	parks dept - toilet rental Jul
E 101-45200-410	Rentals		\$65.56	A-58623	parks dept - toilet rental Jun
E 101-45200-410	Rentals		\$65.56	A-59391	parks dept - toilet rental Aug

**\*Check Detail Register©**

September 2020

			Check Amt	Invoice	Comment
E 101-45200-410	Rentals		\$65.56	A-59392	parks dept - toilet rental Aug
	<b>Total NELSONS TOILET RENTAL</b>		<b>\$327.80</b>		
Paid Chk# 023686	9/1/2020	<b>SHARON SCHLICHT</b>			
E 101-45200-220	Repair/Maint Supply		\$51.64		parks dept - supplies (Menards)
	<b>Total SHARON SCHLICHT</b>		<b>\$51.64</b>		
Paid Chk# 023687	9/1/2020	<b>ST. CLOUD TIMES</b>			
E 101-41000-203	Legal Notice Publication		\$80.43		general - legal notice publication
E 101-41410-203	Legal Notice Publication		\$35.68		elections - public accuracy test
	<b>Total ST. CLOUD TIMES</b>		<b>\$116.11</b>		
Paid Chk# 023688	9/1/2020	<b>STEARNS ELECTRIC ASSOCIATION</b>			
E 101-42270-387	Fire Dept Utilities		\$638.07		fire dept - fire hall
E 101-45200-381	Electric Utilities		\$81.54		parks dept - HLP
E 101-41000-381	Electric Utilities		\$190.38		general - city hall
E 101-42270-387	Fire Dept Utilities		\$47.01		fire dept - fire hydrant
E 101-41000-381	Electric Utilities		\$38.00		general - 2 meters
E 602-49450-381	Electric Utilities		\$339.88		sewer dept - lift station 1
E 101-41000-381	Electric Utilities		\$35.65		general - city hall
E 101-41000-381	Electric Utilities		\$10.95		general - street light
E 602-49450-381	Electric Utilities		\$188.70		sewer dept - lift station 2
E 605-43160-380	Utility Services (GENERAL)		\$90.75		EU - Emerald Ponds
E 101-45200-381	Electric Utilities		\$100.95		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		\$100.72		general - State Hwy 15 light
E 602-49450-381	Electric Utilities		\$27.75		sewer dept - lift station
E 101-41000-381	Electric Utilities		\$29.89		general - Lion's Sign
E 601-49400-381	Electric Utilities		\$25.74		water dept - flow meter
E 101-45200-381	Electric Utilities		\$58.97		parks dept - HLP shelter
	<b>Total STEARNS ELECTRIC ASSOCIATION</b>		<b>\$2,237.45</b>		
Paid Chk# 023689	9/1/2020	<b>TORBORG BUILDERS</b>			
E 101-41130-342	Refunds		\$400.00		pw dept - 24436 19th Ave & 24249 Forestview Cir
	<b>Total TORBORG BUILDERS</b>		<b>\$400.00</b>		
Paid Chk# 023690	9/1/2020	<b>TRAUT COMPANIES</b>			
E 601-49400-316	Sample Analysis		\$50.00		water dept - sample #'s 201453 & 201454
	<b>Total TRAUT COMPANIES</b>		<b>\$50.00</b>		
Paid Chk# 023691	9/1/2020	<b>WEST CENTRAL SANITATION</b>			
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
	<b>Total WEST CENTRAL SANITATION</b>		<b>\$449.42</b>		
	<b>10100 STATE BANK OF KIMBAL</b>		<b>\$100,381.41</b>		

**\*Check Detail Register©**

September 2020

Check Amt Invoice Comment

**Fund Summary****10100 STATE BANK OF KIMBAL**

101 GENERAL FUND	\$18,336.95
450 CAPITAL PROJECT FUND	\$23,426.84
601 WATER FUND	\$25,492.09
602 SEWER FUND	\$12,581.68
605 LIGHTING UTILITY	\$323.25
607 STORMWATER UTILITY	\$20,220.60
	<hr/>
	\$100,381.41

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												\$ -
Ex. September 2019	\$ 18,901	\$ 23,426.84			\$ 25,437	\$ 12,628	\$ 20,221		\$ 323			\$ 100,938
Receipts October 2019												\$ -
Ex. October 2019												\$ -
Receipts November 2019												\$ -
Ex. November 2019												\$ -
Receipts December 2019												\$ -
Ex. December 2019												\$ -
Cash Balance	\$ 1,320,644	\$ 1,957,606.86	\$ 394,458	\$ 592,525	\$ (161,455)	\$ (416,602)	\$ 32,845	\$ 103,537	\$ 3,564	\$ -	\$ 49,533	\$ 3,876,456

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
Extraction 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
						\$0.00
						\$0.00
Totals	\$486,590.90	\$49,721.98	\$723,675.77	\$678,682.30	\$18,935.91	\$1,957,606.86

**Unallocated - Reserved**

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

	<b>2020</b>	<b>Spent/Received</b>	<b>% of Budget</b>	<b>Remaining Amount</b>
<b>Revenues</b>	<b>Budget</b>	<b>As of September 1, 2020</b>	<b>Spent</b>	
General Fund	\$849,768	\$ 781,740	91.99%	\$68,028
Capital Improvement Fund	\$723,000	\$ 487,221	67.39%	\$235,779
Water Fund	\$354,063	\$ 197,338	55.74%	\$156,725
Sewer Fund	\$591,318	\$ 211,598	35.78%	\$379,720
Sewer Debt Fund	\$12,500	\$ 8,877	71.01%	\$3,623
Street Light Fund	\$4,500	\$ 3,101	68.91%	\$1,399
WAC/SAC Improvement Fund	\$112,529	\$ 122,709	109.05%	(\$10,180)
Debt Service	\$87,700	\$ 49,733	56.71%	\$37,967
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	\$ 1,928,545	68.07%	\$904,833
<b>Expenditures</b>				
General Fund	\$830,778	\$ 549,035	66.09%	\$281,743
Capital Improvement Fund	\$723,000	\$ 250,786	34.69%	\$472,214
Water Fund	\$354,063	\$ 391,777	110.65%	(\$37,714)
Sewer Fund	\$591,319	\$ 681,833	115.31%	(\$90,514)
Storm Water Utility Fund	\$25,814	\$ 56,598	219.25%	(\$30,784)
Street Light Fund	\$4,380	\$ 2,909	66.42%	\$1,471
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	\$ 1,982,112	68.17%	\$925,393

<b>General Fund</b>				
	<b>2020</b>	<b>Spent</b>	<b>% of Budget</b>	<b>Remaining Amount</b>
	<b>Budget</b>	<b>As of September 1, 2020</b>	<b>Spent</b>	
Administration	\$ 295,864	\$ 222,753	75.29%	\$ 73,111
Council	\$ 27,601	\$ 12,596	45.64%	\$ 15,005
Boards and Commissions	\$ 3,500	\$ 315	9.00%	\$ 3,185
Building Inspection	\$ 59,800	\$ 42,162	70.51%	\$ 17,638
Elections	\$ 9,068	\$ 5,938	65.48%	\$ 3,130
Fire	\$ 176,549	\$ 60,173	34.08%	\$ 116,376
Streets	\$ 190,350	\$ 154,094	80.95%	\$ 36,256
Parks	\$ 68,046	\$ 51,003	74.95%	\$ 17,043
<b>Total General Fund</b>	\$ 830,778	\$ 549,035	66.09%	\$ 281,743

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

**RESOLUTION # 2020-13**

**AUTHORIZING INTER-FUND TRANSFERS**

WHEREAS, the City of St. Augusta maintains individual water and sewer funds to handle operations of those enterprise funds including debt service payments, and,

WHEREAS, the City of St. Augusta maintains a SAC/WAC fund for the purpose of collecting special assessments to pay for capital improvements of the water and sewer enterprise funds, and

WHEREAS, the City of St. Augusta maintains a Debt Service fund for the purpose of collecting revenues to pay for capital improvements of the general, water, sewer and storm sewer enterprise funds, and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of St. Augusta, Stearns County, Minnesota, that the following sums be transferred from the SAC/WAC fund to the individual enterprise funds to cover this year's budgeted debt service payments:

Water fund from WAC/SAC -	\$37,472
Sewer fund from WAC/SAC -	\$75,057
Water fund from Debt Service -	\$57,502
Sewer fund from Debt Service	\$248,799

**Adopted by the City Council of the City of St Augusta this 1<sup>st</sup> Day of September, 2020.**

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Michael G. Zenzen, Mayor

Attest:

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William R. McCabe, Clerk/Administrator



2020 Building Permits

Saint Augusta

DATE	PERMIT #	NAME/ADDRESS	Contractor	Phone #	PURPOSE	VALUATION	PERMIT FEE	PLAN REVIEW	S-CHG	TOTAL	DATE PD	Footings/Soil	Tile & Foundation	Framing	UG Plumbing	Plumbing R/I	Plumbing Final	Firewall/Insulation	Sheetrock	Mechanical	Window/Door Ctr	Roofing / Siding	Consult w/contr	Final Inspection	Self Certification
6/18/2020	AG 20 58	Jennifer Noble - 22819 Topaz St	Noble Custom	(320) 333-9811	New Dwelling	\$230,000.00	\$1,537.25	\$ 100.00	115.00	1,752.25															
6/25/2020	AG 20 59	Eric & Denise Donnay - 20913 Co Rd 142	Mark Nistler	(320) 249-5189	New Dwelling & Garage	\$400,000.00	\$2,387.25	\$ 100.00	200.00	\$2,687.25															
6/25/2020	AG 20 60	Bryce Larson - 24904 Co Rd 75	Self	(320) 333-7862	Reside	\$9,800.00	\$60.00	\$ -	4.90	64.90															
									-	-															
									-	-															
2nd Qtr. Tot.						\$2,930,846.00	\$18,570.82	\$1,053.63	1,465.42	\$21,113.87															
7/1/2020	AG 20 61	Bill & Amy Skaro - 2497 Jewel St	Cabana Const.		Deck	\$10,000.00	\$60.00	\$ -	5.00	65.00															
7/1/2020	AG 20 62	Derek & Jessica Heaton - 24440 18th Ave	Self	320-309-2264	Deck	\$5,000.00	\$60.00	\$ -	2.50	62.50															
7/14/2020	AG 20 63	Lyle & Alicia Haffner - 5659 Garden Hills Dr	4 square const	(320) 248-9938	Reside	\$39,000.00	\$150.00	\$ -	19.50	169.50															
7/14/2020	AG 20 64	Charles & Laura Teigen - 6447 230th St	H&S Heating	(320) 654-1522	Furnace Replacement	\$10,000.00	\$60.00	\$ -	5.00	65.00															
7/24/2020	AG 20 65	Dollar General - 24511 County Hwy 7	Southern Buildings	(417) 256-4790	New Retail store	\$600,000.00	\$3,312.25	\$1,656.13	300.00	5,268.38															
7/24/2020	AG 20 66	Dollar General - 24511 County Hwy 7	Indigo Signs	(417) 256-4790	Sign	\$14,000.00	\$212.25	\$ -	7.00	219.25															
7/28/2020	AG 20 67	Billy Studinski - 21001 20th Ave	Self	(320) 260-9610	Pole Shed	\$25,000.00	\$349.75	\$ -	12.50	362.25															
8/6/2020	AG 20 68	Keith & Jill Winter - 24847 22nd Ave	RNB Const	(320) 290-2627	Basement finish	\$14,000.00	100.00	\$ -	7.00	107.00															
8/6/2020	AG 20 69	Jim Oster - 2195 230th St.	RNB Const	(320) 209-2627	Bath Remodel	\$9,500.00	\$60.00	\$ -	4.75	64.75															
8/6/2020	AG 20 70	Mark Shurman - 24859 22nd Ave	A.H. Const	(320) 267-8269	Reshingle	\$10,000.00	\$60.00	\$ -	5.00	65.00															
8/6/2020	AG 20 71	Craig Pogatschnik - 1651 Gondola Court	Self	320-493-9253	Basement finish	\$30,000.00	\$125.00	\$ -	15.00	140.00															
8/6/2020	AG 20 72	Mary McGuire - 20461 County Road 7	Solcus LLC	(406) 309-3704	Rooftop Solar System	\$47,104.00	\$150.00	\$ -	23.55	173.55															
8/6/2020	AG 20 73	Greg Gall - 5290 Ridgview Rd	Sun & Fun Pool	(320) 293-1584	In Ground Pool	\$60,932.97	\$175.00	\$ -	30.47	205.47															
8/13/2020	AG 20 74	Arthur & Patricia Becker - 23078 21st Ave	Window Concepts	(320) 654-0520	Front Door	\$4,261.00	\$60.00	\$ -	2.13	62.13															
8/13/2020	AG 20 75	Steve Congdon - 4456 Farndale Cir.	BD Exteriors	(508) 207-3168	Reroof	\$15,598.00	\$77.20	\$ -	7.80	85.00															
8/13/2020	AG 20 76	Loren & Tammy Estwick - 23063 Turquoise St	Self	(320) 241-9990	Basement finish	\$10,000.00	\$60.00	\$ -	5.00	65.00															
8/20/2020	AG 20 77	Dan & Lisa Waltzing - 3300 210th St	Self	(320) 333-9401	New Dwelling	\$500,000.00	\$2,887.25	\$ 100.00	250.00	3,237.25															
8/20/2020	AG 20 78	Michael Leyk - 24724 22nd Ave	H&S Heating	(320) 654-1522	Furnace Replacement	\$10,000.00	\$30.00	\$ -	5.00	35.00															
8/20/2020	AG 20 79	Craig Pogatschnik - 1651 Gondola Court	H&S Heating	(320) 654-1522	Furnace Replacement	\$10,000.00	\$60.00	\$ -	5.00	65.00															
8/20/2020	AG 20 80	Eric Stine - 5782 233rd St	Lyman Post	(320) 333-7180	New Shed	\$400,000.00	\$2,387.25	\$ 100.00	200.00	2,687.25															
8/21/2020	AG 20 81	Kimberly Kenning - 1856 Forest Glen Dr	Self	(320) 248-0572	New Dwelling	\$190,000.00	\$1,337.25	\$ 100.00	95.00	1,532.25															
8/21/2020	AG 20 82	Daniel Voigt - 1834 Forest Glen Dr	Self	(320) 248-0572	New Dwelling	\$180,000.00	\$1,287.25	\$ 100.00	90.00	1,477.25															
8/27/2020	AG 20 83	Doug Raedel - 2421 Ruby St	Mech. Energy	(612) 516-0656	Furnace Change Out	\$10,000.00	\$56.00	\$ -	5.00	61.00															
8/27/2020	AG 20 84	Vernon & Jaunita Hetchtel - 3522 228th St	Master Builders	(320) 761-8543	Garage Addition	\$42,500.00	\$507.25	\$ -	21.25	528.50															
								\$ -	-	-															
3rd Qtr. Tot.						\$2,246,895.97	\$13,623.70	\$2,056.13	1,123.45	\$16,803.28															
									-	-															
4th Qtr. Total						\$0.00	\$0.00	\$0.00	\$0.00	\$0.00															

Year Totals \$5,893,062.47 \$37,148.98 \$2,946.54 \$43,531.16

## **St. Augusta Fire Department**

**July 2020**

### **Emergency Calls: As of report date =**

- 7-8-20 Medical
- 7-13-20 Medical
- 7-14-20 Medical
- 7-24-20 Medical
- 7-29-20 Medical

5 calls in July

70 calls for 2020

### **Monthly Training**

July's training was held in house and we did our annual defensive driving course.



City Council,

I am giving you this information, so you will consider increases our benefit level for our pension plan.

We are currently at \$1100 per year of service, we would like to increase that to \$1200 per year of service. I have included with this letter our Form SC, that we are required to submit to the state each year. I have sent a copy of the current form SC, and a copy of our pension balance as of now.

Here are the next payouts and when they are due, as you can see, we don't have a lot of liability coming up.

Kevin Dierich resigned and won't turn 50 until 2021, which we will then owe him \$3780

Art Voelker resigned and won't turn 50 until 2022, which we will then owe him \$4060

Brandon Billig resigned and won't turn 50 until 2032, which we will then owe him \$1840

Josh Laudенbach resigned and won't turn 50 until 2034, which we will then owe him \$4060

Mitch Rousselange resigned and won't turn 50 until 2036, which we will then owe him \$3445

We have a payout next year, but we have cash set aside for that payout already.

Thank you,

Butch



Viewing: **ST AUGUSTA FIREFIGHTERS - D3N096813** In USD

Summary As of 10:17 AM ET 08/21/2020

	TOTAL VALUE	UNREALIZED GAIN/LOSS *
ST AUGUSTA FIREFIGHTERS D3N096813	359,295.02	+34,309.29 (10.55%)

+34,309.29 (10.55%)

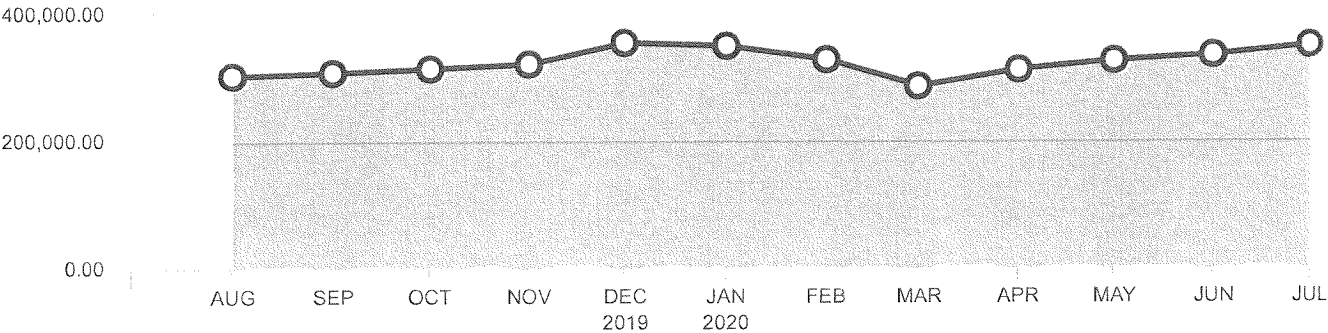
\*Unrealized Gain/Loss value is based on positions and quotes as of previous close.

	TOTAL AMOUNT OUTSTANDING
	(0.00)

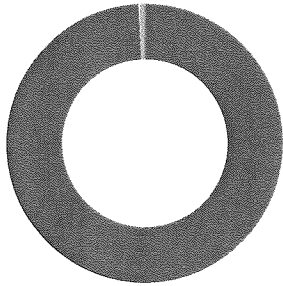
Liabilities

Your liabilities are not available at this time

Market Value (Last 12 Months)As of 10:17 AM ET 08/21/2020 Go to Valuation Over Time



Composition



ASSET CLASS	CURRENT VALUE	PERCENT OF TOTAL
MUTUAL FUND	356,534.10	99.22%
CASH, MONEY FUNDS, BANK DEPOSITS	2,760.92	0.77%

Portfolio Movers

Strongest Performers

COMPANY	TODAY'S CHANGE (%)
---------	--------------------

No data available for Strongest Movers.

Weakest Performers

COMPANY	TODAY'S CHANGE (%)
---------	--------------------

No data available for Weakest Movers.

Portfolio Movers securities are derived from the top 20 holdings based on current market value.

Quotes at least 15 min delayed

History

As of 10:17 AM ET 08/21/2020

DATE	SECURITY ID	DESCRIPTION	NET AMOUNT
08/04/2020	USD999997	MONEY FUND PURCHASE	-33.54
08/03/2020	FIKPX	CASH DIVIDEND RECEIVED	33.54
07/31/2020	PER982151	MONEY MARKET FUND REINVESTMENT ** PER982151	-0.03
07/31/2020	PER982151	MONEY MARKET FUND INCOME RECEIVED	0.03
07/27/2020	USD999997	MONEY FUND REDEMPTION	67.44

## Quick Links

My Holdings      My Documents

My Balances      My Watchlists

My Advisor      Markets Today

## My Portfolio in the News

No Data Available.

<sup>3</sup> Your 'Available Credit' and 'Credit Line Limit' amounts are determined in the sole discretion of BNY Mellon, N.A. and are subject to change without notice. BNY Mellon, N.A. determines your 'Available Credit' and 'Credit Line Limit' amounts based on a variety of factors including, without limitation, the prevailing value and type of assets pledged as collateral for your Investment Credit Line and the amount of outstanding advances under your Investment Credit Line. A floor rate of interest may apply to your account. For more information please contact your Private Banker.

For valuation, delayed quotes using the last price are used for domestic equities and options only. Pricing of other positions is as of the previous day's close or the most recently available price. If an equity security has not traded today, the valuation is based on the best bid price from the previous business day. The current bid or ask may be different from the price displayed. Securities pricing may vary from actual liquidation value.

Prices shown should only be used as a general guide to portfolio value. Your printed confirmations and statements are the official records of your account.

The value of any non-dollar denominated holding used is first converted in to a U.S. Dollar Equivalent (USDE) amount. The USDE amount is calculated by multiplying the previous day's closing price for the holding in its native currency by the previous day's closing spot (conversion) rate from sources deemed to be reliable. If the previous day's closing price is not available, then the most recent closing price available for the holding will be used.

Prices for Mutual Funds are not updated until after market close (usually between 7PM ET and 10PM ET). Until prices are updated, Change and Change (%) for Mutual Fund holdings are based on the difference between the prior two business days closing price. These values reflect the effect of market fluctuations on the Market Value of a Mutual Fund. Recent Mutual Fund activity such as a purchase or sale will not affect these values, but may result in these values not accurately reflecting the effect of market fluctuations on the account in which it is held.

Due to rounding, total asset type percentages may vary from 100.00%.

The Financial Plan is based on data provided by your financial planning provider and is not representative of NXI account or account groups page view.

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# Saint Augusta Fire Relief Association

2020 Schedule Form for Lump-Sum Pension Plans (SC-20)



Office of the State Auditor

Report created on 8/17/2020

**Saint Augusta Fire Relief Association**  
**2020 Schedule Form for Lump-Sum Pension Plans (Form SC-20)**  
**Active Members**

Annual benefit level in effect for 2020: \$1,100						2020		2021	
Name	Status	Birth Date	Entry Date	Leaves of Absence and Breaks in Service (months)	Return to Service	Yrs Of Service	Accrued Liability	Yrs Of Service	Accrued Liability
Gerold P. Orth	Active		02/07/2006			15	14,344	16	15,708
Michael Tabatt	Active		02/07/2006			15	14,344	16	15,708
Adam P. Sandhurst	Active		09/05/2006			14	13,024	15	14,344
Benjamin M. Voigt	Active		09/05/2006			14	13,024	15	14,344
Daryl James Stang	Active		09/05/2006			14	13,024	15	14,344
Duane J. Stang	Active		09/05/2006	3		14	13,024	15	14,344
Herman C. Roerick	Active		09/05/2006			14	13,024	15	14,344
Jason R. Koshiol	Active		09/05/2006			14	13,024	15	14,344
Joseph S. Kramer	Active		09/05/2006			14	13,024	15	14,344
Rick Lee Schultz	Active		09/05/2006			14	13,024	15	14,344
Robert Clement Claseman	Active		09/05/2006			14	13,024	15	14,344
Shawn Gregory Steinhofer	Active		09/05/2006			14	13,024	15	14,344
Steven Frank Schlueter	Active		09/05/2006			14	13,024	15	14,344
Scott Louis Hanisch	Active		06/02/2008			13	11,770	14	13,024
Craig Cordie	Active		03/15/2010			11	9,438	12	10,582
Casey Schreiner	Active		03/30/2014			7	5,412	8	6,336
Patrick Savage	Active		03/30/2014			7	5,412	8	6,336
Jason Combs	Active		09/28/2015	6		5	3,674	6	4,510
Lauren Stang	Active		09/28/2015			5	3,674	6	4,510
Mitchell Lahr	Active		09/28/2015			5	3,674	6	4,510
Rusty Brockway	Active		09/28/2015			5	3,674	6	4,510
Alex Bahr	Active		08/22/2016			4	2,860	5	3,674
Jake Schwinghammer	Active		08/22/2016			4	2,860	5	3,674
John Poganski	Active		08/22/2016			4	2,860	5	3,674
Tanner Toenies	Active		09/09/2019			1	660	2	1,364
Lucas Skogstap	Active		09/09/2019			1	660	2	1,364

**Saint Augusta Fire Relief Association**  
**2020 Schedule Form for Lump-Sum Pension Plans (Form SC-20)**  
**Deferred Members**

	Birth Date	Yrs Of Service		Deferred Interest Paid	Interest Period	Leaves Of Absence
	Entry Date	Benefit Level	Vesting Min Yrs Required	Interest Option		Member Status Name
Name	Separation Date	Vesting Percent	Return To Service	Months Of Service Paid	Liability Curr	Liability Next
Arthur H. Voelker		9 Years 8 Months		No		0 Months
	11/15/2005	750	5 Years			Deferred
	08/10/2015	56 %	No	Yes	4,060	4,060
	Rate of Return	-				
Brandon J. Billig		7 Years 8 Months		No		12 Months
	09/05/2006	500	5 Years			Deferred
	06/01/2015	48 %	No	Yes	1,840	1,840
	Rate of Return	-				
Josh D. Laudenbach		9 Years 8 Months		No		5 Months
	09/05/2006	750	5 Years			Deferred
	10/17/2016	56 %	No	Yes	4,060	4,060
	Rate of Return	-				
Kevin John Diedrich		9 Years 0 Months		No		0 Months
	09/05/2006	750	5 Years			Deferred
	09/21/2015	56 %	No	Yes	3,780	3,780
	Rate of Return	-				
Mitch James Rousselage		8 Years 10 Months		No		0 Months
	09/05/2006	750	5 Years			Deferred
	07/21/2015	52 %	No	Yes	3,445	3,445
	Rate of Return	-				

**Saint Augusta Fire Relief Association**  
**2020 Schedule Form for Lump-Sum Pension Plans (Form SC-20)**  
**Unpaid Installments**

Name	Member Status	Birth Date	Entry Date	Separation Date	Amount Previously Paid	2020 Estimated Liability	2021 Estimated Liability
------	------------------	------------	------------	--------------------	------------------------------	-----------------------------	-----------------------------

No Unpaid Installments



# Saint Augusta Fire Relief Association

## 2020 Schedule Form for Lump-Sum Pension Plans (Form SC-20)

### Financial Projections

#### Calculation of Normal Cost

	2020	2021
Total Active Member Liabilities	228,580	257,268
Total Deferred Member Liabilities	17,185	17,185
Total Unpaid Installments	0	0
Grand Total Special Fund Liability	A. <u>245,765</u>	B. <u>274,453</u>
Normal Cost (Cell B - Cell A)		C. <b>28,688</b>

#### Projection of Net Assets for Year Ending December 31, 2020

Special Fund Assets at December 31, 2019 (FIRE-19 ending assets)		1.	355,742
Projected Income for 2020			
Fire State Aid	D.	17,330	
Supplemental State Aid (actual 2019 supplemental state aid)	E.	4,012	
Municipal / Independent Fire Dept. Contributions	F.	0	
Interest / Dividends	G.	0	
Appreciation / (Depreciation)	H.	0	
Member Dues	I.	0	
Other Revenues	J.	0	
Total Projected Income for 2020 (Add Lines D through J)		2.	<u>21,342</u>
Projected Expenses for 2020			
Service Pensions	K.	0	
Other Benefits	L.	0	
Administrative Expenses	M.	0	
Total Projected Expenses for 2020 (Add Lines K through M)		3.	<u>0</u>
Projected Net Assets at December 31, 2020 (Line 1 + Line 2 - Line 3)		4.	<b>377,084</b>

#### Projection of Surplus or (Deficit) as of December 31, 2020

Projected Assets (Line 4)	5.	377,084
2020 Accrued Liability (Page 4, cell A)	6.	<u>245,765</u>
Surplus or (Deficit) (Line 5 - Line 6)	7.	<b>131,319</b>

# Saint Augusta Fire Relief Association

## 2020 Schedule Form for Lump-Sum Pension Plans (Form SC-20)

### Calculation of Required Contribution

Year Incurred	Deficit Information - Original		Deficit Information - Adjusted		Amount Left to Retire 1/1/2021
	Original Amount	Amount Retired as of 12/31/2019	Original Amount	Amount Retired as of 12/31/2020	
2011	0	0	0	0	0
2012	0	0	0	0	0
2013	0	0	0	0	0
2014	0	0	0	0	0
2015	0	0	0	0	0
2016	0	0	0	0	0
2017	0	0	0	0	0
2018	0	0	0	0	0
2019	0	0	0	0	0
2020			0	0	0
Totals	0	0	0	0	0

Normal Cost	8.	28,688
2019 Administrative Expense (FIRE-19)	2019 9.	1,398
2020 Projected Administrative Expense	2020	1,447
Amortization of Deficit (Total of Original Amount X 0.10)	10.	0
10% of Surplus	11.	13,132
Fire and Supplemental Aid	12.	21,342
Member Dues	13.	0
5% of Projected Assets at December 31st, 2020	14.	18,854
Required Contribution	15.	0

**Saint Augusta Fire Relief Association**  
**2020 Schedule Form for Lump-Sum Pension Plans (Form SC-20)**  
**2020 Maximum Benefit Worksheet**

	A	B	C	D	E
	Fire State Aid and Supplemental State Aid	Municipal Contribution	10% of Surplus	Active Members in Relief Association	Per Year Average [(A+B+C)/D]
	From (FIRE-19)	From (FIRE-19)	From (SC-19)	From (FIRE-19)	
2019	21,342	3,000	7,406	26	1,221
	From (FIRE-18)	From (FIRE-18)	From (SC-18)	From (FIRE-18)	
2018	20,563	3,000	16,033	24	1,650
	From (FIRE-17)	From (FIRE-17)	From (SC-17)	From (FIRE-17)	
2017	19,917	0	12,227	25	1,286

Average available financing per active member for the most recent 3-year period: **1,386.00**

Maximum Lump Sum Benefit Level under Minn. Stat. § 424A.02, subd. 3 **2,500.00**

# Saint Augusta Fire Relief Association

## 2020 Schedule Form for Lump-Sum Pension Plans (Form SC-20)

To be eligible for fire state aid this Schedule Form must be fully completed, certified by the relief association officers, forwarded to the municipal clerk/independent secretary on or before August 1, 2020, and submitted to the Office of the State Auditor.

### Relief Association Officer Certification

I have obtained a copy of the schedule form with Confirmation Id 98961a52-0d0b-4a0e-8169-148f6b56e3b0 displayed in the lower left corner of each page.

We, the officers of the Saint Augusta Fire Relief Association certify that this Schedule Form was prepared under Minn. Stat. § 424A.092 and that:

- 1) The annual benefit level of \$1,100 per year of service was established according to the average amount of available financing;
- 2) We understand that this form shows that the Relief Association has a projected SURPLUS of \$131,319 and a projected funding ratio of 153.43 percent;
- 3) The required 2021 contribution is \$0 based on the financial requirements of the Relief Association's Special Fund for the 2020 calendar year;
- 4) The Maximum Benefit Worksheet (MBW) portion of this form shows that the Relief Association's maximum allowable benefit level for 2020 is \$2,500;
- 5) We understand that the Relief Association cannot establish a benefit level that exceeds this statutory maximum. We understand that municipal or independent nonprofit firefighting corporation board approval may be required for a benefit increase; and
- 6) On or before August 1, the average amount of available financing per active member for the most recent three-year period was calculated on the MBW portion of this form in accordance with Minn. Stat. § 424A.02, subd. 3.

Signature of President	First Name	Last Name	Date
Signature of Secretary	First Name	Last Name	Date
Signature of Treasurer	First Name	Last Name	Date

### Municipal Clerk / Independent Secretary Certification\*

I received the completed Schedule Form from the Saint Augusta Fire Relief Association with Confirmation Id 98961a52-0d0b-4a0e-8169-148f6b56e3b0 displayed in the lower left corner of each page.

I have reviewed Line 15 of the Schedule Form. If Line 15 shows a required contribution, I certify that I will advise the governing municipal body or the independent nonprofit firefighting corporation of any required contribution at its next regularly scheduled meeting.

Signature of Municipal Clerk / Secretary of independent nonprofit firefighting corporation	First Name	Last Name	Date
--	------------	-----------	------

\* See the form instructions for additional information about certification requirements.

Billing Address:  
ST AUGUSTA, CITY OF  
1914 250TH ST  
SAINT AUGUSTA, MN 56301  
US

Shipping Address:  
ST AUGUSTA, CITY OF  
1914 250TH ST  
ST AUGUSTA 56301 0001  
SAINT AUGUSTA, MN 56301  
US

Quote Date:05/06/2020  
Expiration Date:08/04/2020  
Quote Created By:  
Dan McCoy  
Account Manager  
DanMcCoy@  
GraniteElectronics.com  
320-252-1887

End Customer:  
ST AUGUSTA, CITY OF  
Rob Claseman  
rob.claseman@staugustafd.org  
(320) 980-0069

Contract: 20927 - MN DOT 119587  
Payment Terms:30 NET

Line #	Item Number	Description	Qty	List Price	Sale Price	Ext. Sale Price
	APX™ 4000 Series	APX4000				
1	H51UCF9PW6AN	APX 4000 7/800 MHZ MODEL 2 PORT	1	\$3,623.00	\$2,447.00	\$2,447.00
1a	QA02756AB	ENH: 3600 OR 9600 TRUNKING BAUD SINGLE SYSTEM	1			
1b	H885BK	ADD: 3Y ESSENTIAL SERVICE	1			
2	NNTN8128BR	BATT IMPRES LIION 2000T	1	\$117.00	\$87.75	\$87.75
3	PMPN4174A	CHGR DESKTOP SINGLE UNIT IMPRES, US/NA	1	\$76.00	\$51.95	\$51.95
4	PMMN4062AL	AUDIO ACCESSORY- REMOTE SPEAKER MICROPHONE,IMPRES RSM, NOISE CANC. EMERGENCY BUTTON 3.5MM JACK IP54	1	\$117.70	\$88.28	\$88.28



Line #	Item Number	Description	Qty	List Price	Sale Price	Ext. Sale Price
5	PMLN7008A	CARRY ACCESSORY-BELT CLIP,2.5-INCH BELT CLIP	1	\$13.00	\$9.00	\$9.00

Grand Total **\$2,683.98(USD)**

**Notes:**

- **PLEASE BE ADVISED:** Motorola Solutions is moving towards being more environmentally green and emailing invoices. You may receive an email invoice instead of a mailed invoice, depending on the purchase. In addition, the invoice may have a new address for submitting payments. If you have any questions or would like to change where your electronic invoices will be delivered, please contact your credit analyst or dial 800-422-4210.





## Purchase Order Checklist

Marked as PO/ Contract/ Notice to Proceed on Company Letterhead  
(PO will not be processed without this)

PO Number/ Contract Number

PO Date

Vendor = Motorola Solutions, Inc.

Payment (Billing) Terms/ State Contract Number

Bill-To Name on PO must be equal to the *Legal* Bill-To Name

Bill-To Address

Ship-To Address (If we are shipping to a MR location, it must be documented on PO)

Ultimate Address (If the Ship-To address is the MR location then the Ultimate Destination address must be documented on PO )

PO Amount must be equal to or greater than Order Total

Non-Editable Format (Word/ Excel templates cannot be accepted)

Bill To Contact Name & Phone # and EMAIL for customer accounts payable dept

Ship To Contact Name & Phone #

Tax Exemption Status

Signatures (As required)

Billing Address:  
ST AUGUSTA, CITY OF  
1914 250TH ST  
SAINT AUGUSTA, MN 56301  
US

Shipping Address:  
ST AUGUSTA, CITY OF  
1914 250TH ST  
SAINT AUGUSTA, MN 56301  
US

Quote Date:05/06/2020  
Expiration Date:08/04/2020  
Quote Created By:  
Dan McCoy  
Account Manager  
DanMcCoy@  
GraniteElectronics.com  
320-252-1887

End Customer:  
ST AUGUSTA, CITY OF  
Rob Claseman  
rob.claseman@staugustafd.org  
(320) 980-0069

Contract: 20927 - MN DOT 119587  
Payment Terms:30 NET

Line #	Item Number	Description	Qty	List Price	Sale Price	Ext. Sale Price
1	NTN9858C	BATT IMPRES NIMH 2410T	47	\$112.00	\$55.00	\$2,585.00

Grand Total

**\$2,585.00(USD)**

#### Notes:

- **PLEASE BE ADVISED:** Motorola Solutions is moving towards being more environmentally green and emailing invoices. You may receive an email invoice instead of a mailed invoice, depending on the purchase. In addition, the invoice may have a new address for submitting payments. If you have any questions or would like to change where your electronic invoices will be delivered, please contact your credit analyst or dial 800-422-4210.







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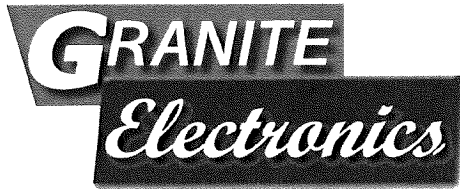
Non-Editable Format (Word/ Excel templates cannot be accepted)

Bill To Contact Name & Phone # and EMAIL for customer accounts payable dept

Ship To Contact Name & Phone #

Tax Exemption Status

Signatures (As required)



**Granite Electronics, Inc.**  
535 31st Ave N  
St Cloud, MN 56303  
Phone: (320) 252-1887

DATE: 05/06/2020  
Quote Valid through: 06/05/2020

**QUOTATION**  
**150007062**

**Bill To:**  
St Augusta Fire Dept  
1914 250th St  
St Augusta, MN 56301

**Ship To:**  
St Augusta Fire Dept  
1914 250th St  
St Augusta, MN 56301

**Attn:** Rob Claseman  
**Phone:**  
**Email:** rob.claseman@staugustafd.org

**Cust Rep:** Dan McCoy  
**Phone:** 320-980-0094  
**Email:** DanMcCoy@GraniteElectronics.com

Date: 05/06/2020		Terms: NET 10		
Line	Qty	Description	Unit Price	Extended
100	1	MINITOR VI SINGLE FREQ NON-UL	468.00	468.00
200	1	3 YRS EXTENDED WARRANTY (5 YRS TOTAL)	60.00	60.00
250	1	NEW EQUIPMENT PROGRAMMING CHARGE	29.00	29.00
300	1	Discount per Dan McCoy	-80.00	-80.00

Accepted By: \_\_\_\_\_

Signature: \_\_\_\_\_

**Equipment Totals :** \$448.00  
**Service Totals:** \$29.00  
**Subtotal :** \$477.00  
**Taxes:** \$0.00  
**Grand Total:** \$477.00

**Bill McCabe**

---

**From:** Jennifer Sell Matzke <jsmatzke@hotmail.com>  
**Sent:** Wednesday, August 19, 2020 7:09 PM  
**To:** bmccabe@staugustamn.com  
**Subject:** Request to get on city council agenda

Mr. McCabe,

Hello! I am a resident in the Terrace Hills development. A number of us are deeply concerned about our internet access as our kids prepare to return to school online. I would like to request some time on the city council meeting agenda to discuss this.

I look forward to hearing back from you.

Thank you,

Jen Sell Matzke  
320-761-0252

## Bill McCabe

---

**From:** Igor Lenzner <ILenzner@rinkenoonan.com>  
**Sent:** Tuesday, September 1, 2020 7:23 AM  
**To:** Bill McCabe  
**Subject:** Internet and City Council Meeting

Bill,

I have a meeting I must attend in Sauk Rapids this evening, so I will not be able to participate in the St. Augusta meeting. I would, however, appreciate you sharing my comments with the Council.

I have lived in St. August for the past 16 years. I have had Centurylink phone service and DSL service for internet for many years (I believe since dsl became available here). The service has been inadequate, spotty, and unacceptable from the beginning.

Centurylink's DSL service has lagged behind others in download speed by multiple times. Each time they advertise and claim a download speed it is not available to our neighborhood. In fact, recently due to continuing issues that required a reboot of system, I had two different technicians to my home. They eventually slowed my service even more in an attempt to keep it from constantly going off – it did not work and now I am left with slower downloads that still require constant rebooting of my modem. I was told that since I was one of the older customers (not my age but how long I had been a customer) I was on an older node and did not have the capacity of my more recent neighbors. Interesting how being a longer time customer gets you a lower level of service.

Anyway, Centurylink can never be the answer for our neighborhood. DSL service lacks upload speed capability. Currently my speed for upload is the same as a phone line from the 1990's (around 56K). If you just watch movies download speed only is fine; however, if you are trying to work, upload homework, or even send a large document by email – 56K will usually crash, otherwise fail, or spin for so long you will wish you just walked the message to the recipient. Given the current service from Centurylink we essentially do not have internet service.

We need a cable company to extend a line to our neighborhood. We don't have the ability on our own to accomplish that. We need the help of the City. Your engineers know who to call to get that work done. In fact, given the lack of reasonable service available to us, such a project could even be a 429 improvement project. We will gladly pay a reasonable share of such costs.

I respectfully request your help and assistance.

Igor S. Lenzner  
Attorney

RINKE NOONAN  
Suite 300, US Bank Plaza  
P.O. Box 1497  
St. Cloud, MN 56302  
(320) 656-3517 Direct  
(320) 656-3500 Fax

[website](#) | [email](#) | [bio](#) | [map](#)



3315 Roosevelt Road  
Suite 300  
St. Cloud, MN 56301  
P: 320.281.5493



August 31, 2020

City of St. Augusta  
Bill McCabe, City Administrator  
1914 250<sup>th</sup> Street  
St. Augusta, MN 56301

RE: 2173 232<sup>nd</sup> Street  
Land Survey  
Moore Project No. 21008

Dear Mr. McCabe,

As directed by City Council on July 7, 2020, Moore Engineering, Inc. completed a land survey of the ditch adjacent to 2173 232<sup>nd</sup> Street from the culvert to the storm water retention pond. Attached to this letter is the topographic survey exhibit, as well as an exhibit that was provided by City staff that details some of the critical elevations for the previous improvements that were made to this ditch.

In reviewing the topographic survey it is very apparent that there is little to no grade from the pond to the existing culvert outlet under 232<sup>nd</sup> Street. The ditch however is functioning adequately in conveying water during rainfall events and is contained within the drainage utility easement.

The exhibit as provided by the City staff shows a proposed grade of 0.55% from the pond outlet to the culvert. It shows a pond outlet of 997 and a culvert invert of 994.38. The pond outlet is currently at an elevation of approximately 996.1 +/- and the culvert outlet invert is at 996.0+/- . It appears that the ditch was not constructed per the provided exhibit during the previous improvements.

Below are a few options that the Council should review on addressing this ditch:

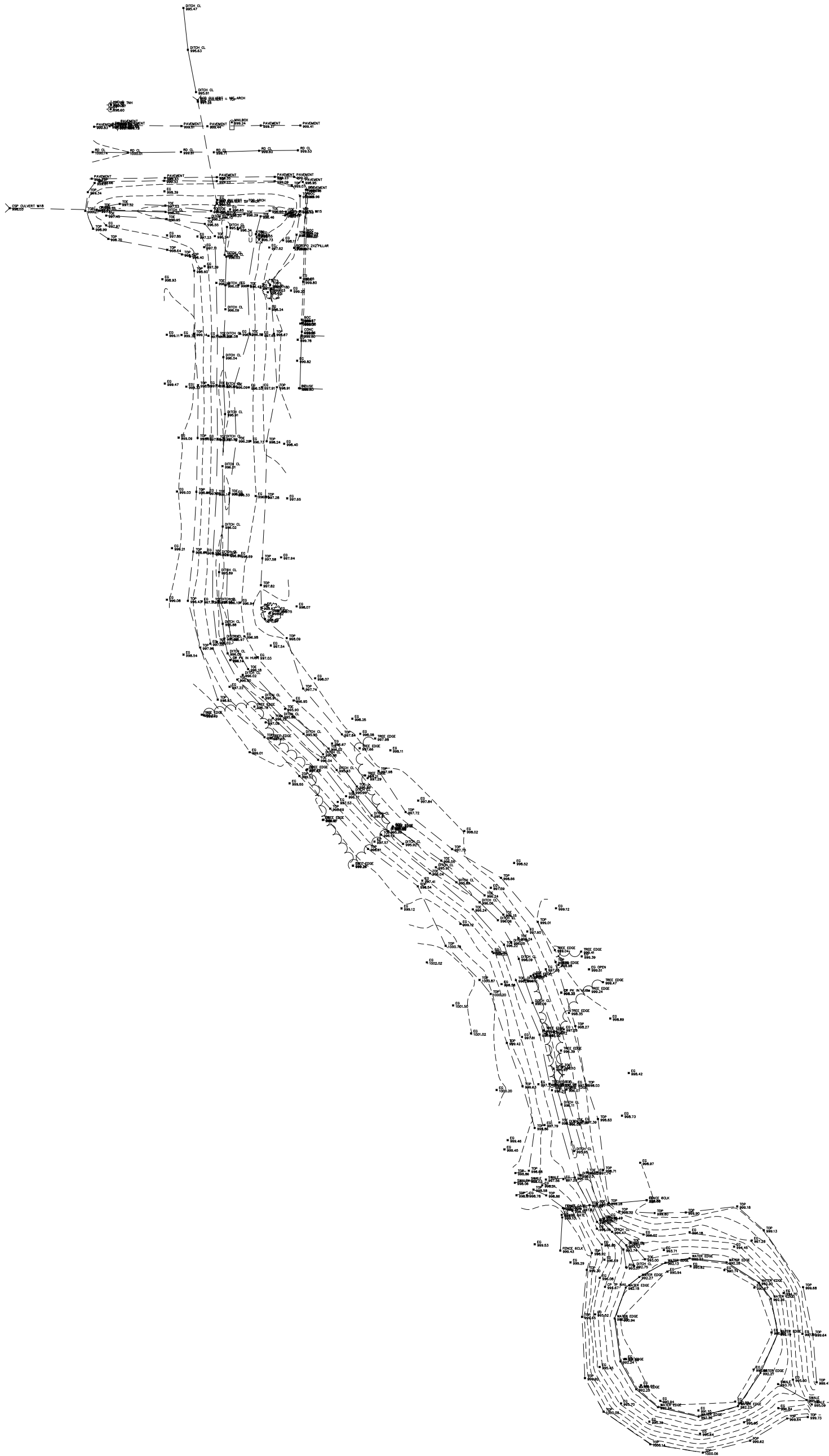
1. Do nothing and provide periodic cleaning of the existing ditch as sediment collects and allow it to function as it has been.
2. Raise the pond outlet to an elevation of 997.5 and provide a 0.3% minimum slope (as a minimum ditch slope recommendation by MnDOT) to the existing culvert elevation.
3. Lower the existing culvert to an elevation of 994.38 and raise the pond outlet to an elevation of 997 as shown in the exhibit provided by City staff.

Please feel free to contact us at 320.281.5493 with any questions.

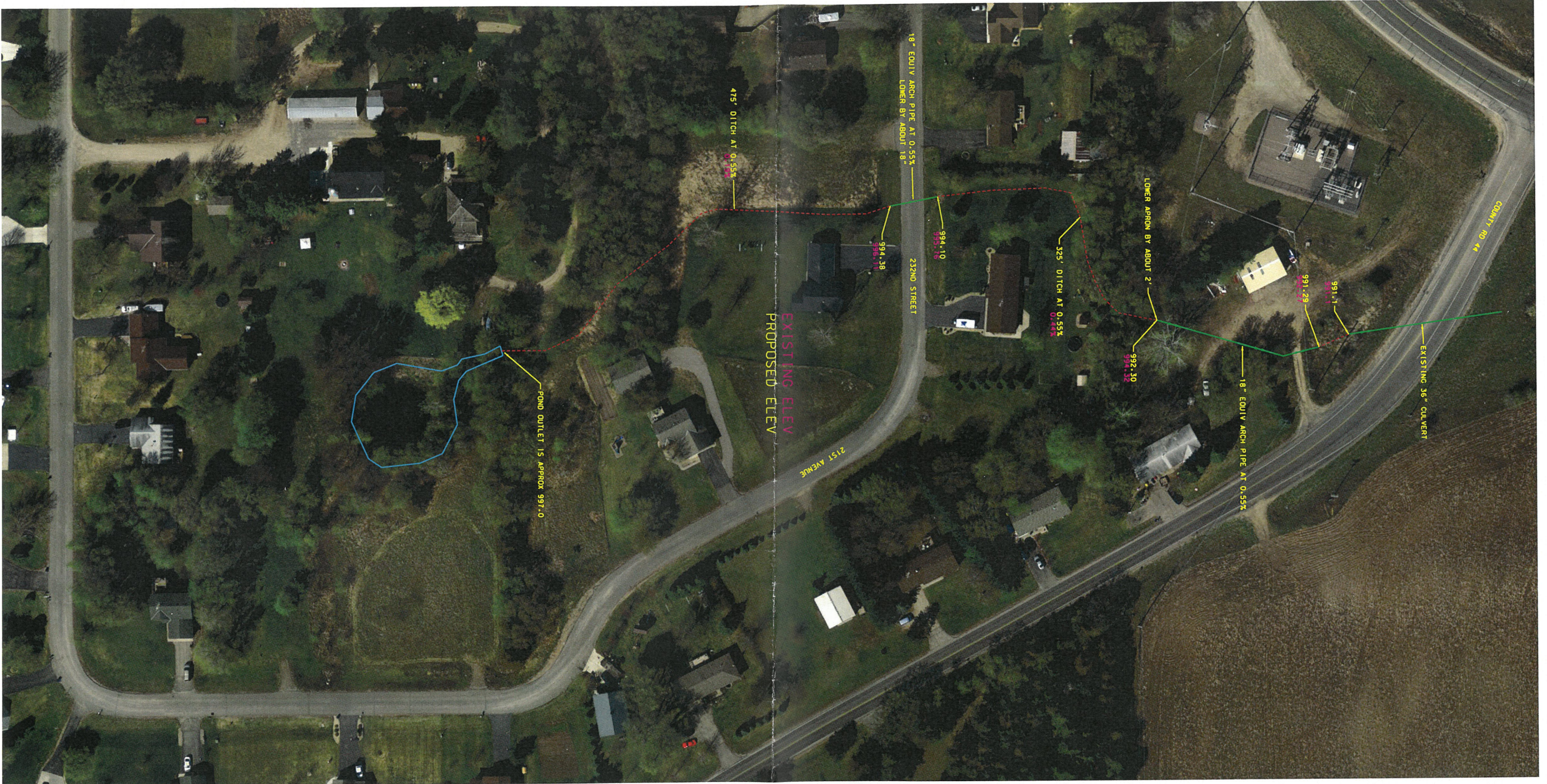
Sincerely,

Jeremy Boots, PE  
Project Manager

Attachments as Noted









**CITY OF ST. AUGUSTA  
STEARNS COUNTY**

**RESOLUTION NO. 2020-14**

**A RESOLUTION STATING FINDINGS OF FACTS AND APPROVING ALLOWABLE CARES ACT  
EXPENDITURES DUE TO THE COVID-19 VIRUS AND THE EMERGENCY DECLARATION  
ENACTED BY THE GOVERNOR OF THE STATE OF MINNESOTA**

**WHEREAS**, Governor Tim Walz declared a Peacetime Emergency due to the COVID – 19 Pandemic on March 13, 2020; and

**WHEREAS**, the State of Minnesota allocated federal funds to local municipalities to spend on COVID-19 expenditures and the City of St. Augusta received \$268,437 on July 16, 2020; and

**WHEREAS**, the City of St. Augusta must use those funds exclusively on COVID-19 expenditures that arose between March 15, 2020 and November 15, 2020 with any remaining funds to be turned over to Stearns County on November 15, 2020; and

**WHEREAS**, the St. Augusta City Council wants to clarify what exactly is an eligible expense for the CARES Act funding; and

**WHEREAS**, the following findings of fact are entered into the record on our CARES Act Expenditures.

1. The ventilation expenditures being proposed are eligible expenditures because they attack and kill viruses, mold spores and bacteria.
2. The individual voting booths being proposed is an eligible expenditure as they are designed for social distancing.
3. The washing machine and drying machine being proposed for the fire department is an eligible expense as it allows equipment to be cleaned after every use.

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ST. AUGUSTA, MINNESOTA AS FOLLOWS:**

The expenditures listed below are deemed eligible expenditures of the CARES Act Funding provided by the Federal Government.

1. Individual Voting Booths (11)
2. UniMac Washer and Drying Cabinet
3. Needle Point Biopolar Ionization System for City Hall
4. Needle Point Biopolar Ionization System for the Fire Hall
5. Other

**Adopted by the City Council of the City of St Augusta this 1<sup>st</sup> Day of September, 2020**

\_\_\_\_\_  
Michael G. Zenzen, Mayor

Attest:

\_\_\_\_\_  
William R. McCabe, City Administrator



## Bill McCabe

---

**From:** Felicia Rattray <felicia@voteforamee.com>  
**Sent:** Friday, August 21, 2020 9:01 AM  
**To:** bmccabe@staugustamn.com  
**Subject:** Voting Booth order

Hi Bill,  
It was nice talking with you on the phone this morning.  
Here is the order you requested:

10 Model 2000 Voting Booths (pictured below) @ \$170 each= \$1,700  
Plus 1 Model 2000 Voting Booth- FREE  
TOTAL = \$1,700 plus shipping

I forgot to ask you if you'd like lights with your booths. If so, they are \$20 per booth extra (\$20 x 11 booths= \$220 extra)

We will ship your booths to you at:

City of St. Augusta  
Bill McCabe  
1214 250<sup>th</sup> St  
St Augusta, MN 56301

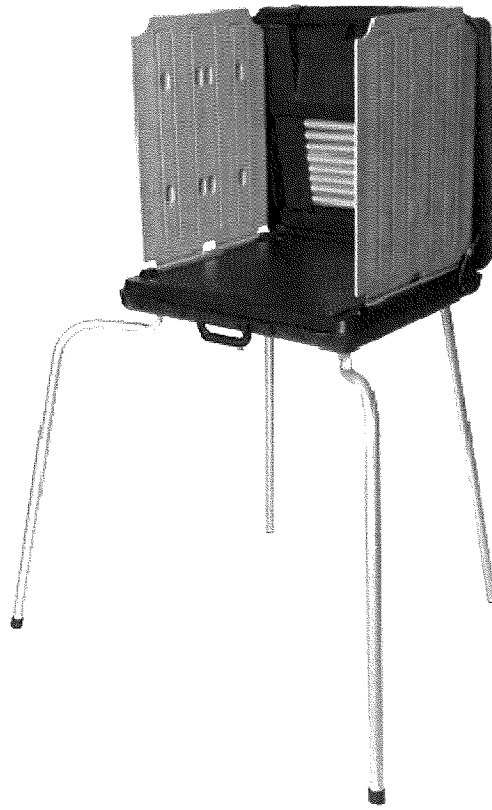
Ph# 320-654-0387

Please confirm your acceptance of this order and also let me know if you want lights or not.  
Thank you so much!  
Felicia

-----  
**Felicia Rattray**  
**Sales Manager, AMEE & Election Data**  
Phone: 619-985-4864  
[www.VoteForAmees.com](http://www.VoteForAmees.com)



Model 2000 Voting Booth



Model 2000 ADA Voting Booth

**BDS LAUNDRY**

Commercial Solutions

August 25, 2020

St. Augusta Fire Department  
Mr. Rob Claseman  
23415 43<sup>rd</sup> Ave  
St. Augusta, MN 56301

**Custom Laundry Proposal for:  
St. Augusta Fire Department**

Description	Qty.	Unit Price	Ext. Price
UniMac 30 lb. Capacity Rigid Mount Washer, UCT030QN0GX 9 Preset Fire Dept. Cycles, 100 g-force, 208-240/60/1 or 3ph	1		\$6,215.00
8" Steel Base to raise height of washer	1		\$440.00
Optional: Stainless Steel Drain Trough	1		\$345.00
UniMac PPE Drying Cabinet, UTCG6EDG**	1		\$6,480.00
BDS Delivery and Installation			\$1,620.00
Factory Freight			\$427.00

**BDS Delivery and Installation Includes:**

- Equipment delivery to site location.
- Washers set in place, leveled, anchored and grouted.
- Connect to existing utilities if within 4 feet of washer and meet manufacturer's specifications.
- Training laundry personnel to operate equipment properly.

**Owner Responsibilities:**

- Utilities sizing in accordance with equipment manufacturer specifications; including water, gas, electrical, sewer, and venting.
- Customer must coordinate chemical supply connection and equipment programming with the chemical supply company.

**Warranty**

- 3 years parts, 5 years frame, basket, shaft, bearings, seals.
- 30-Day BDS Labor Warranty

**Terms of Agreement:**

- Payment terms: Net on Invoice
- Current applicable state and local taxes will be applied at time of sale.
- This proposal is valid for 30 days.

Signed , Vice President, On-Premise Laundry  
Dave Steenerson

DJS/Quotes FD St. Augusta



23848 67<sup>th</sup> Avenue, St. Cloud, MN 56301

---

To: ST Augusta Fire Department  
Attn. Rob Claseman  
Date: August 25, 2020  
RE Alliance Laundry System and Fireman's PPE Drying Cabinet

Price for the following:

- Pipe and wire from GE electric panel to provide (2) 30-amp 3 phase circuits.
- Supply and install (2) 30-amp breakers.
- Equipment final connections.
- Labor.
- Inspection.

Price. \$1,200.00

To do work on a T&M bases not to exceed price quote without consent.

Thanks,

Bernie Gregory



# City of St. Augusta City Hall - Needlepoint Bipolar Ionization Install

**PRESENTED BY:** Ryan Keating, An Integrated Solutions Provider

**PRESENTED TO:** City of St Augusta

**DELIVERED ON:** August 27, 2020





## Cover Letter To Client

Dear Bill,

I have truly enjoyed being able to serve you throughout this estimation and proposal process. At ABM, we pride ourselves on providing our customers with excellent service throughout their entire experience. Thank you for taking the time to review this Proposal, and I look forward to hearing from you shortly.

Thanks for your consideration and please let me know if you have any questions.

Best Regards,

Ryan Keating  
ryank@mcdowallco.com



## Project Agreement

Proposal Date	Proposal Number	Agreement Number
August 27, 2020		

### BY AND BETWEEN:

McDowall Comfort Management  
1431 Prosper Drive  
Waite Park MN 56387

AND

City of St Augusta  
1914 250th Street  
St. Augusta, MN 56301

hereinafter CONTRACTOR

hereinafter CUSTOMER

### SERVICES WILL BE PROVIDED TO THE FOLLOWING LOCATION(S): City of St. Augusta, City Hall

The City of St. Augusta has asked McDowall Comfort Management for ideas on maintaining exceptional indoor air quality. McDowall has explored a few options with our vendor partners and have come to the conclusion that needlepoint bi-polar ionization would be the premier solution for the City of St. Augusta.

#### Particles Reduced:

This technology reduces airborne particles through agglomeration. The ions attach to the airborne particles and the particles are subsequently attracted to one another, effectively increasing their mass and size. The air filtration system easily captures the larger particles, increasing the captures efficiency of your HVAC system.

#### Odors Neutralized:

During the process chemical, outdoor and other odors are broken down into basic harmless compounds, leaving the indoor air fresh smelling and free of odor causing VOC's.

#### Pathogens Killed:

During the needlepoint bi-polar ionization process this technology attacks and kills viruses, mold spores and bacteria. The ions steal away the hydrogen from the pathogens, leaving them to die and leaving you with clean and healthy indoor air.

#### Energy Saved:

This environmentally friendly cleaning process allows commercial buildings to significantly reduce the amount of outdoor air required to operate. This equates to a safer, more comfortable environment that requires less energy to condition.

*McDowall feels this is an excellent solution and we have installed a needlepoint bi-polar ionization product for our HVAC system at our home office in Waite Park. Please see the following Scope of Work for more details.*

### **McDowall Company Qualifications:**

- McDowall has installed this technology in 16 commercial buildings in the past 6 weeks with over 95 units installed
- McDowall **currently has stock** of the GPS FC48-AC units and can begin installing these units upon approval
- Global Plasma Solutions factory representative has made a site visit to one of our installations and field verified the install
- McDowall has the required power limited electrical license to properly install these products and there is no need of an electrical sub-contractor
- McDowall will provide an ion count in the building before the GPS units get installed and will also provide another reading after the GPS units get installed to verify the increase in ion count. McDowall will provide a detailed spreadsheet with the pre and post readings for each location tested
- McDowall will provide signage that can be displayed throughout the facility
- McDowall has access to the GPS factory tools to potentially provide energy savings
- McDowall has the access to provide additional air quality tests to verify a reduction in particulate and VOC's for an additional cost, this test is not included in this Scope of Work

### **McDowall will provide the following furnace located at the City Hall:**

- Provide and install (1) GPS-FC48-AC Modular Needlepoint Bipolar Ionization Air Purification System for the (1) furnace located at City Hall .
  - Universal voltage input
  - In line On/Off switch
  - Programmable auto-cleaning cycle
  - Plasma on indication light
  - Alarm contacts
  - Magnets for ease of installation
  - Replaceable carbon fiber brush emitters
- McDowall will provide all the required labor to install the items listed above
- McDowall will provide start-up of the RTU upon completion of the GPS-FC48-AC installation

**We PROPOSE hereby to furnish material and labor - complete in accordance with the above specifications for the all the rooftops located at District Square: \$1,200.00**

### **Clarifications and Exclusions:**

- Work to be performed during normal business hours
- According to the manufacturer a healthy range of ions is 1,500-5000 per cubic centimeter. This pricing reflects the manufacturer's suggestion for your facility's HVAC equipment. Because every buildings footprint is different, we may need additional GPS equipment to be installed to meet the healthy range of ions
- If any additional electrical work is need, that will be addressed time and material
- Mechanical drawings are not included in this scope of work
- "Premium Time" or Price Contingency is not included in this scope of work





- Temporary HVAC, bonding, allowances, dust control, site restoration, testing and balancing or temperature controls are not included
- McDowall Comfort Management will not perform any work if working conditions could endanger or put at risk the safety of our employees or subcontractors
- McDowall Comfort Management is not responsible for any pre-existing conditions to the existing mechanical systems
- Please assume each HVAC unit to be non-operational for 1-2 hours during install

As a condition of performance, payments are to be made on a progress basis. Invoice payment must be made within (30) days of receipt. Any alteration or deviation from the above proposal involving extra cost of material or labor will become an extra charge over the sum stated above. This proposal will become a binding Agreement only after acceptance by Customer and approved by an officer of Contractor as evidenced by their signatures below. This agreement sets forth all of the terms and conditions binding upon the parties hereto; and no person has authority to make any claim, representation, promise or condition on behalf of Contractor which is not expressed herein.

Sales Rep	Customer	Manager
Signature	Signature	Signature
Name (Printed/Typed)	Name (Printed/Typed)	Name (Printed/Typed)
Title	Title	Title
Date	Date	Date
TO ORDER SERVICES UNDER THIS AGREEMENT WITH A PURCHASE ORDER, PLEASE PROVIDE THE FOLLOWING:		
PO Number:	Date of Issue:	Customer Signature:
NOTE: When issuing a purchase order for this Agreement, the services, responsibilities, terms and conditions for both parties remain as detailed in this Agreement.		

## Project Agreement Terms and Conditions

1. Customer shall permit Contractor free and timely access to areas and equipment, and allow Contractor to start and stop the equipment as necessary to perform required services. All planned work under this Agreement will be performed during the Contractor's normal working hours.
2. Contractor warrants that the workmanship hereunder shall be free from defects for thirty (30) days from date of performance. If any replacement part or item of equipment proves defective, Contractor will extend to Customer the benefits of any warranty, that the Contractor has received from the manufacturer. Removal and reinstallation of any equipment or materials repaired or replaced under a manufacturer's warranty will be at Customer's expense and at the contractor's rates in effect.
3. Customer will promptly pay invoices within thirty (30) days of receipt. Should a payment become thirty (30) days or more delinquent, Contractor may stop all work under this Agreement without notice and/or cancel this Agreement, and the entire balance of the Agreement price shall become due and payable immediately upon demand. All past due amounts shall accrue interest at the maximum rate permitted by applicable law.
4. Customer shall be responsible for all taxes applicable to the services and/or materials hereunder.
5. If there is any alteration to, or deviation from, this Agreement involving extra work, the cost of materials and/or labor will become an extra charge (fixed price amount to be negotiated or on a time and material basis at Contractor's rates then in effect) over the price stated in this Agreement.
6. In the event Contractor must commence legal action in order to recover any amount payable or owed to Contractor under this Agreement, Customer shall pay Contractor all expenses, costs, and attorneys' fees incurred by Contractor.
7. Any legal action against the Contractor relating to this Agreement, or the breach thereof, shall be commenced within one (1) year from the date of performance of the work.
8. Contractor shall not be liable for any delay, loss, damage or detention caused by unavailability of machinery, equipment or materials, delay of carriers, strikes, (including those by Contractor's employees), lockouts, civil or military authority, priority regulations, insurrection or riot, action of the elements, forces of nature, or by any cause beyond its control.
9. To the fullest extent permitted by law, Customer shall indemnify and hold harmless Contractor, its affiliates, agents, and employees from and against all claims, damages, losses and expenses (including but not limited to attorneys' fees) arising out of or resulting from the performance of work hereunder, provided that such claim, damage, loss or expense is caused in whole or in part by an active or passive act or omission of Customer, anyone directly or indirectly employed by Customer, or anyone for whose acts Customer may be liable, regardless of whether it is caused in part by the negligence of Contractor.
10. Customer shall make available to Contractor's personnel all pertinent Material Safety Data Sheets (MSDS) pursuant to OSHA'S Hazard Communication Standard Regulations.
11. Contractor's obligations under this Agreement and any subsequent agreements do not include the identification, abatement or removal of asbestos or any other toxic or hazardous substances, hazardous wastes or hazardous materials. In the event such substances, wastes and materials are encountered, Contractor's sole obligation will be to notify the Customer of their existence. Contractor shall have the right thereafter to suspend its work until such substances, wastes or materials and the resultant hazards are removed. The time for completion of the work under this Agreement shall be extended to the extent caused by the suspension and the Agreement price equitably adjusted.

12. Contractor expressly disclaims any and all responsibility and liability for the indoor air quality of the Customer's facility, including without limitation, injury or illness to occupants of the facility or third parties, or any damage to the Customer's facility, arising out of or in connection with the Contractor's work under this Agreement, including without limitation any illness, injury, or damage resulting in any manner from any fungus(es) or spore(s), any substance, vapor or gas produced by or arising out of any fungus(es) or spore(s), or any material, product, building component or structure that contains, harbors, nurtures or acts as a medium for any fungus(es) or spore(s).
13. UNDER NO CIRCUMSTANCES, WHETHER ARISING IN CONTRACT, TORT (INCLUDING NEGLIGENCE), EQUITY OR OTHERWISE, WILL CONTRACTOR BE RESPONSIBLE FOR LOSS OF USE, LOSS OF PROFIT, INCREASED OPERATING OR MAINTENANCE EXPENSES, CLAIMS OF CUSTOMER'S TENANTS OR CLIENTS, OR ANY SPECIAL, INDIRECT OR CONSEQUENTIAL DAMAGES.



**Signature**

**Presented to:**

City of St Augusta

**Accepted by:**

---

**Printed Name**

---

**Signed Name**

---

**Title**

---

**Date**



# City of St. Augusta Fire Hall - Needlepoint Bipolar Ionization Install

**PRESENTED BY:** Ryan Keating, An Integrated Solutions Provider

**PRESENTED TO:** City of St Augusta

**DELIVERED ON:** August 27, 2020





## Cover Letter To Client

Dear Bill,

I have truly enjoyed being able to serve you throughout this estimation and proposal process. At ABM, we pride ourselves on providing our customers with excellent service throughout their entire experience. Thank you for taking the time to review this Proposal, and I look forward to hearing from you shortly.

Thanks for your consideration and please let me know if you have any questions.

Best Regards,

Ryan Keating  
ryank@mcdowallco.com



## Project Agreement

Proposal Date	Proposal Number	Agreement Number
August 27, 2020		

### BY AND BETWEEN:

McDowall Comfort Management  
1431 Prosper Drive  
Waite Park MN 56387  
  
hereinafter CONTRACTOR

AND

City of St Augusta  
1914 250th Street  
St. Augusta, MN 56301  
  
hereinafter CUSTOMER

### SERVICES WILL BE PROVIDED TO THE FOLLOWING LOCATION(S): City of St. Augusta, Fire Hall

The City of St. Augusta has asked McDowall Comfort Management for ideas on maintaining exceptional indoor air quality. McDowall has explored a few options with our vendor partners and have come to the conclusion that needlepoint bi-polar ionization would be the premier solution for the City of St. Augusta.

#### Particles Reduced:

This technology reduces airborne particles through agglomeration. The ions attach to the airborne particles and the particles are subsequently attracted to one another, effectively increasing their mass and size. The air filtration system easily captures the larger particles, increasing the captures efficiency of your HVAC system.

#### Odors Neutralized:

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#### Energy Saved:

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McDowall feels this is an excellent solution and we have installed a needlepoint bi-polar ionization product for our HVAC system at our home office in Waite Park. Please see the following Scope of Work for more details.

### **McDowall Company Qualifications:**

- McDowall has installed this technology in 16 commercial buildings in the past 6 weeks with over 95 units installed
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- McDowall has the access to provide additional air quality tests to verify a reduction in particulate and VOC's for an additional cost, this test is not included in this Scope of Work

### **McDowall will provide the following furnace located at the Fire Hall:**

- Provide and install (1) GPS-FC48-AC Modular Needlepoint Bipolar Ionization Air Purification System for the (2) furnace units and (1) Make Up Air Unit located at the Fire Hall.
  - Universal voltage input
  - In line On/Off switch
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  - Replaceable carbon fiber brush emitters
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**We PROPOSE hereby to furnish material and labor - complete in accordance with the above specifications for the all the rooftops located at District Square: \$3,600.00**

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- "Premium Time" or Price Contingency is not included in this scope of work
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- McDowall Comfort Management is not responsible for any pre-existing conditions to the existing mechanical systems
- Please assume each HVAC unit to be non-operational for 1-2 hours during install

As a condition of performance, payments are to be made on a progress basis. Invoice payment must be made within (30) days of receipt. Any alteration or deviation from the above proposal involving extra cost of material or labor will become an extra charge over the sum stated above. This proposal will become a binding Agreement only after acceptance by Customer and approved by an officer of Contractor as evidenced by their signatures below. This agreement sets forth all of the terms and conditions binding upon the parties hereto; and no person has authority to make any claim, representation, promise or condition on behalf of Contractor which is not expressed herein.

Sales Rep	Customer	Manager
Signature	Signature	Signature
Name (Printed/Typed)	Name (Printed/Typed)	Name (Printed/Typed)
Title	Title	Title
Date	Date	Date
TO ORDER SERVICES UNDER THIS AGREEMENT WITH A PURCHASE ORDER, PLEASE PROVIDE THE FOLLOWING:		
PO Number:	Date of Issue:	Customer Signature:
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7. Any legal action against the Contractor relating to this Agreement, or the breach thereof, shall be commenced within one (1) year from the date of performance of the work.
8. Contractor shall not be liable for any delay, loss, damage or detention caused by unavailability of machinery, equipment or materials, delay of carriers, strikes,( including those by Contractor's employees), lockouts, civil or military authority, priority regulations, insurrection or riot, action of the elements, forces of nature, or by any cause beyond its control.
9. To the fullest extent permitted by law, Customer shall indemnify and hold harmless Contractor, its affiliates, agents, and employees from and against all claims, damages, losses and expenses (including but not limited to attorneys' fees) arising out of or resulting from the performance of work hereunder, provided that such claim, damage, loss or expense is caused in whole or in part by an active or passive act or omission of Customer, anyone directly or indirectly employed by Customer, or anyone for whose acts Customer may be liable, regardless of whether it is caused in part by the negligence of Contractor.
10. Customer shall make available to Contractor's personnel all pertinent Material Safety Data Sheets (MSDS) pursuant to OSHA'S Hazard Communication Standard Regulations.
11. Contractor's obligations under this Agreement and any subsequent agreements do not include the identification, abatement or removal of asbestos or any other toxic or hazardous substances, hazardous wastes or hazardous materials. In the event such substances, wastes and materials are encountered, Contractor's sole obligation will be to notify the Customer of their existence. Contractor shall have the right thereafter to suspend its work until such substances, wastes or materials and the resultant hazards are removed. The time for completion of the work under this Agreement shall be extended to the extent caused by the suspension and the Agreement price equitably adjusted.

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13. UNDER NO CIRCUMSTANCES, WHETHER ARISING IN CONTRACT, TORT (INCLUDING NEGLIGENCE), EQUITY OR OTHERWISE, WILL CONTRACTOR BE RESPONSIBLE FOR LOSS OF USE, LOSS OF PROFIT, INCREASED OPERATING OR MAINTENANCE EXPENSES, CLAIMS OF CUSTOMER'S TENANTS OR CLIENTS, OR ANY SPECIAL, INDIRECT OR CONSEQUENTIAL DAMAGES.



**Signature**

**Presented to:**

City of St Augusta

**Accepted by:**

---

**Printed Name**

---

**Signed Name**

---

**Title**

---

**Date**

## Bill McCabe

---

**From:** Peggy Janson <jpjanson@live.com>  
**Sent:** Thursday, August 27, 2020 7:01 PM  
**To:** Bill McCabe  
**Subject:** RE: St. Augusta Bridge

27 Boards @ \$80.00 = \$2,160.00  
Hardware for 34 boards @ \$14.00 each = \$476.00  
Remove and dispose of existing decking \$500.00  
Install Decking \$2,800.00  
Total \$5,936.00

Jim Janson  
ODESA II  
320-250-1287

**From:** Bill McCabe  
**Sent:** Wednesday, August 26, 2020 10:40 AM  
**To:** jpjanson@live.com  
**Subject:** St. Augusta Bridge

Jim –  
We have a bridge going over the creek in Kiffmeyer Park just off County Road 7 that needs to have the planks replaced. There are 34 total planks on the existing bridge, we have 7 in storage and would need the other 27. Please give me a quote to provide the planks and installation plus removal of the old planks.

Please let me know if you have any questions.

Bill McCabe  
City Administrator  
City of St. Augusta  
1914 250th Street  
St. Augusta, MN 56301  
(320) 654-0387  
(320) 654-1686 fax  
(320)237-5763 cell

**CITY OF ST. AUGUSTA  
COUNTY OF STEARNS  
RESOLUTION # 2020-15**

**RESOLUTION APPROVING PRELIMINARY 2020 TAX LEVY, COLLECTIBLE IN  
2021, AND SCHEDULING TRUTH IN TAXATION PUBLIC HEARING**

WHEREAS, the St. Augusta City Council intends to use sound budget and financial management practices, and adhere to Minnesota statute and rules regarding preparation and adoption of municipal budgets.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of St. Augusta, Stearns County, Minnesota, that the following sums of money be levied for the current year, collectible in 2021, upon taxable property in the City of St. Augusta for the following purposes:

<b><u>Purpose:</u></b>	
General Fund	\$662,118
Capital Improvement Fund	<u>392,361</u>
<b>Total Regular Levy:</b>	<b>\$1,054,479</b>
Debt Service Levy	<u>\$ 88,434</u>
<b>Total City Levy</b>	<b>\$ 1,142,913</b>

NOW, THEREFORE, BE IT FURTHER RESOLVED that the St. Augusta City Council will hold an initial public hearing to hear comments from the public regarding the proposed budget and property tax levy at **7:00 pm Tuesday, December 1, 2020** at the City Council Chambers of St. Augusta City Hall, 1914 250<sup>th</sup> Street, St Augusta, Minnesota.

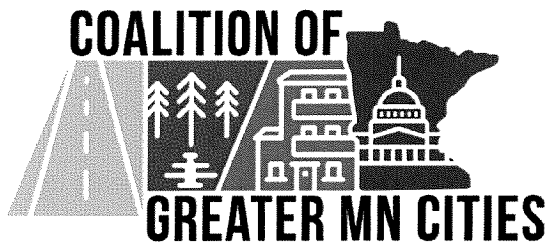
The City Clerk is hereby instructed to transmit a copy of this resolution to the County Auditor of Stearns County, Minnesota.

**Adopted by the City Council of the City of St Augusta 1<sup>st</sup> Day of September, 2020.**

\_\_\_\_\_  
Michael G. Zenzen, Mayor

Attest:

\_\_\_\_\_  
William R. McCabe, Clerk/Administrator



DEDICATED TO A STRONG GREATER MINNESOTA

August 19, 2020

Bill McCabe  
City Administrator  
City of Saint Augusta  
1914 – 250th Street  
Saint Augusta, MN 56301

Dear Mr. McCabe,

As President of the Coalition of Greater Minnesota Cities (CGMC), I am writing to urge your city to join our organization for the upcoming year. It is no secret that 2020 has been challenging. I am writing to you at a time when you are making difficult decisions about how to allocate your city's resources amid extreme uncertainty. A global pandemic, economic downturn, civil unrest, and continued partisan political bickering have combined to make this one of the most trying times in our state's history. As we prepare to take on these difficult challenges, I believe that Saint Augusta would benefit significantly from membership in the CGMC, and the CGMC would be stronger with your city's voice.

2021 will bring a difficult legislative session, during which state policy makers will grapple with how to deal with a state budget deficit. As this takes place, CGMC will be right where we always have been—on the front lines fighting to defend Local Government Aid (LGA) and fighting for policies that will help Greater Minnesota emerge from this crisis stronger.

Before we look ahead any further, I would like to share with you some of the CGMC's recent accomplishments in the first five months of the COVID-19 pandemic:

- Fought for and secured \$841 million in federal CARES Act funding for local governments and a fair and equitable distribution formula that addresses needs in all corners of the state.
- Helped cities navigate the pandemic through a new COVID-19 resources page on its website ([greatermncities.org/resources/covid-19/](https://greatermncities.org/resources/covid-19/)), webinars on labor and employment concerns and the state budget, increased member communications, and ensured that the needs of Greater Minnesota cities are communicated to the Governor's office and in the media.
- Secured millions of dollars in emergency grant and loan funding for small businesses and child care providers.
- Advocated for a large bonding bill that includes significant funding for priorities such as water infrastructure, roads and bridges, child care facilities, housing, and economic development programs.
- Advocated for and defended Local Government Aid amid the state's emerging budget woes.
- Defended cities from harmful legislation that could have placed unfair and unwarranted liability on municipalities for the presence of PFAS chemicals in wastewater.

I am proud of these accomplishments and the work of the CGMC, but there is still so much more work to do. CGMC will be more important than ever in fighting for the needs of our cities.

LGA remains CGMC's highest priority. CGMC continues to vigorously defend LGA and has already initiated efforts to urge the state to ensure that the remaining 2020 LGA payments are issued on time and in full. Our collective efforts to defend and advocate for LGA will be especially important in the months ahead and into the 2021 legislative session.

As the COVID-19 pandemic lingers on, CGMC is also working hard to ensure our cities have the necessary tools to persevere through this challenging time. If there is another round of federal relief, CGMC will be leading the fight for Greater Minnesota to receive its fair share of funding. In addition, CGMC advocates for state funding to ease the burden on small businesses and child care providers and to increase housing options.

As we look toward the November election, CGMC will be instrumental in educating candidates on our issues and tracking what they say about topics such as LGA, infrastructure funding, and environmental regulation. We will also make sure our issues are top of mind as new and returning legislators take office in January.

### **Working together for the future of Greater Minnesota**

The upcoming year will be busy for the CGMC. This is the longer, budget-focused session where state spending priorities are set for the next two years. Working together as a coalition, we can ensure that Greater Minnesota issues remain a central part of the conversation.

Enclosed with this letter are handouts with additional information on the CGMC, the issues we work on at the Capitol, and information about the benefits of membership.

For your consideration, we have also included a sample invoice and resolution that reflect what your city's general dues would be for 2020–21 membership. For new CGMC members or returning members that have not been members of the organization for more than five years, the CGMC offers a four-year dues phase-in period, during the first year of which your city will pay 25% of its full dues amount, scaling up 25% in each of the following years.

To learn more about membership, CGMC issues, or to schedule a meeting with CGMC staff, please contact Shane Zahrt at [SAZahrt@flaherty-hood.com](mailto:SAZahrt@flaherty-hood.com) or (651) 295-1123. You can also find more information on the CGMC's website at [greatermncities.org](http://greatermncities.org).

### **Join the CGMC today!**

This is a pivotal time for Greater Minnesota. Join the CGMC to help us continue to strengthen Greater Minnesota communities. I look forward to working with you.

Sincerely,



Greg Zylka, Mayor, Little Falls  
President, Coalition of Greater Minnesota Cities



SAMPLE **CITY** RESOLUTION TO JOIN THE  
COALITION OF GREATER MINNESOTA CITIES

WHEREAS, the interests of **CITY** and its residents are deeply impacted by the actions of the Minnesota State Legislature and Minnesota state government; and

WHEREAS, the Coalition of Greater Minnesota Cities (CGMC) is a nonprofit advocacy organization whose mission is to pursue policies at the state legislature that benefit Cities located outside of the seven-county Twin Cities Metropolitan area; and

WHEREAS, the CGMC works to protect LGA funding and works on economic development, environment, transportation, and annexation issues which benefit **CITY** and other Greater Minnesota communities; and

WHEREAS, this is a pivotal time in Minnesota's history, and it is important for Greater Minnesota communities to speak with a collective voice on issues at the State Capitol;

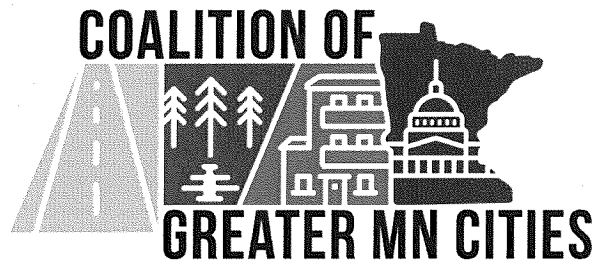
WHEREAS the CGMC offers a phased-in dues structure for new or returning member cities, under which, **CITY** will pay 25% of our full dues amount during our first year of membership, 50% of dues in the second year, 75% in the third year, and 100% of our dues during the third year.

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF **CITY**:

1. That the City of **CITY** hereby agrees to join the Coalition of Greater Minnesota Cities.

Adopted this the \_\_\_\_ day of \_\_\_\_\_, 2020





## **SAMPLE – 2021 CGMC Dues Invoice**

**To:** Bill McCabe, City Administrator  
City of Saint Augusta

**From:** Lisa Bode, CGMC Treasurer

**Date:** August 19, 2020

**Re:** SAMPLE – 2021 CGMC General Dues Assessment  
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This **sample** invoice reflects the general dues assessment for your city should you elect to join the Coalition of Greater Minnesota Cities (“CGMC”) for 2021. This dues assessment is based on the assessment policy approved by the CGMC membership at its annual meeting in July 2020.

**2021 general assessment for Saint Augusta**

**\$1,595**

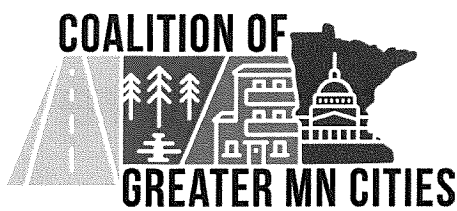
For research, advocacy, and general services related to property taxes, LGA, annexation, environmental regulation and funding, economic development, and transportation. This also includes services for labor and employee relations that will be provided to all CGMC cities.

For new member cities or returning member cities that have not been CGMC members for more than five years, this assessment is based on a policy of phasing in. For the first year, new cities are assessed 25% of their total dues. In the second year, 50% of their total. For the third year, 75% of their total. In the fourth year of membership and thereafter, cities pay their full dues.

Payment may be made out of your 2020 or 2021 budgets, but payment should be made by February 1, 2021. About 11% of your general assessment is used for annexation and environment programs, which some cities pay out of their utility funds because of the direct impact of these issues on their sewer and water service.

**For additional information about joining the CGMC or to request an official invoice for 2021 dues assessment, please contact CGMC staff member Shane Zahrt at (651) 225-8840 or [SAZahrt@flaherty-hood.com](mailto:SAZahrt@flaherty-hood.com).**





# ***Coalition of Greater Minnesota Cities***

## **40 Years of Legislative Advocacy**

*The CGMC is a nonprofit, nonpartisan advocacy organization that represents cities outside of the Twin Cities metropolitan area. Its five core advocacy issues are **Local Government Aid/property tax relief, economic development, transportation, environment & energy and annexation.***

### **Local Government Aid (LGA)/Property Tax Relief**

- Fight for a fair, rational and sustainable LGA formula
- Advocate for annual LGA increases
- Inform legislators and the public about the importance of the LGA program and its impact on Greater Minnesota communities
- Vigorously defend the LGA program and oppose any cuts

### **Economic Development**

- Support the creation, enhancement and expansion of economic development tools for Greater Minnesota communities and businesses in areas such as child care, job training, housing and broadband expansion

### **Environment & Energy**

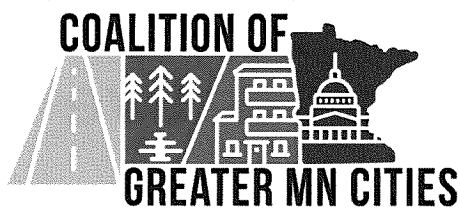
- Advocate for funding for state grant and loan programs that help cities cover the costs of necessary facility upgrades and repairs
- Educate legislators and the public on environmental issues facing Greater Minnesota cities
- Support regulations that provide effective and measurable benefits to the environment

### **Transportation**

- Develop comprehensive plans to fund highways and transit
- Fight for a fair distribution of transportation dollars between the metro area and Greater Minnesota
- Support funding for city streets in cities of all sizes

### **Annexation**

- Promote orderly municipal growth and land use policies that support the efficient provision of government services and infrastructure
- Promote better land use and zoning controls in areas surrounding cities



# *Coalition of Greater Minnesota Cities*

## **40 Years of Legislative Advocacy**



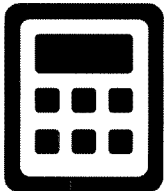
### **Lobbying: Fending Off the Sharks**

No one else stands up for Greater Minnesota cities. Minneapolis, St. Paul, the Association of Metropolitan Municipalities and many suburbs all had paid lobbyists before the CGMC came into existence. The professional lobbying presence of the metro-area local governments at the Capitol far outweighs the lobbying of Greater Minnesota—both in terms of the number of lobbyists and the amount of money spent on lobbying. Before the CGMC there was no unified voice for Greater Minnesota at the Capitol.



### **Members: The Keys to Success**

The CGMC is successful because of its members. Mayors, council members, city administrators and city staff members are involved in every aspect of the CGMC's advocacy work, from policy formation to lobbying at the Capitol. City officials have an immeasurable impact on shaping public policy by attending lobby days at the Capitol, responding to "action alerts" from CGMC staff, testifying in front of committees, engaging in social media and keeping in close contact with legislators.



### **Policy Analysis: Knowing the Numbers**

The CGMC's advocacy is effective because it is based on policy, facts and analysis. The CGMC philosophy is that city officials, legislators and the public should know and understand legislation that is being considered and the impact of the legislation once it is passed. Because of this philosophy, the CGMC has a policy analyst on staff who can run the numbers and analyze the impact of legislative proposals in real time.



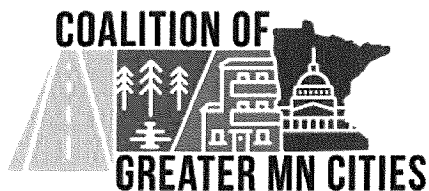
### **Staff: Close When You Can't Be**

It is extremely difficult for city officials from Greater Minnesota, on their own, to have a constant presence at the Capitol simply because of the distance from St. Paul. It is far easier for a mayor from Edina or Minneapolis to visit the Capitol than a mayor from Worthington or Warroad. CGMC offices are located one block from the Capitol, and staff are there on a daily basis during the legislative session. This proximity has allowed CGMC staff to strengthen relationships with key lawmakers.



### **Media: More Than Just a Press Release**

The CGMC understands that a crucial component of good lobbying strategy is a strong media presence that helps build public support and keeps members informed. The CGMC is in regular contact with editors and journalists throughout the state. The CGMC is very successful at getting our message out through guest columns, letters to the editor, radio and TV interviews, and on social media. Legislators pay attention to the news from back home and we make sure they hear our message loud and clear.



# DEDICATED TO A STRONGER GREATER MINNESOTA

The CGMC is fighting for Greater Minnesota cities throughout the COVID-19 pandemic.

## Looking Out for Your Bottom Line

- Leading efforts to demand this year's LGA be paid on time and in full
- Fought for Greater MN cities' fair share of federal CARES Act dollars
- Successfully fought against a prohibition on new local sales taxes
- Pushing for more budgetary tools and increased flexibility for cities

## Labor & Employment Support

- Hosts webinars to help cities navigate public employment concerns
- Consistently communicate up-to-date legal guidance and resources
- Publish in-depth reports on how COVID-19 directly impacts public employment

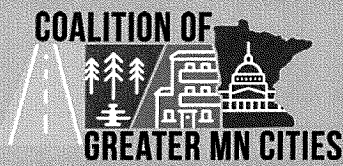
## Investing in Your Recovery

- Pushing for a bonding bill to support Minnesota's economy
- Helped craft COVID-19 small business loan legislation
- Fought for new investment and reforms to solve the child care shortfall
- Examined a regional approach to re-opening businesses with Gov. Walz

For more COVID-19 resources and tools for cities, visit the CGMC website at [greatermncities.org/resources/covid-19/](https://greatermncities.org/resources/covid-19/).

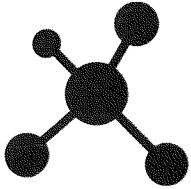






# CGMC Environmental Program Emerging Issues & Continued Advocacy

## Legislative Issues



### Per- and Polyfluoroalkyl Substances (PFAS)

PFAS are a class of pervasive chemicals that have been linked to various health concerns and have been found in a variety of waterbodies across the state. PFAS can be removed from drinking water through expensive treatment, but there is no technologically feasible method for removing them from wastewater.

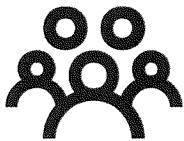
**CGMC's Role:** We plan to focus on source reduction strategies at the Legislature and with the Minnesota Pollution Control Agency (MPCA), as well as defend against any proposals that seek to place liability on cities for the presence of PFAS in wastewater or drinking water.

### Chloride

More than 100 cities may be facing chloride limits in their wastewater permits, but there is no feasible method to remove chloride at a wastewater facility. Most cities will need a variance from these permit requirements, and a variance will still require efforts by the city to reduce chloride. Some cities may be required to install central water softening, but others may be able to address the issue by working with citizens to remove and/or upgrade home water softening equipment.



**CGMC's Role:** We are pushing for legislative funding for grants to assist cities with the removal or upgrade of home water softeners. We will also continue to monitor this issue, submit comments, and take other steps to support chloride variances.



### Reestablishment of Wastewater and Water Operator Advisory Council

The Wastewater and Water Operator Advisory Council provided operators from our cities an opportunity to help shape the requirements and regulations governing their operations, but the statutory authority for this council lapsed. MPCA sought to reestablish this council during the 2020 legislative session, but the legislation stalled.

**CGMC's Role:** We supported this legislation and will continue to do so.

### Microplastics

Tiny bits of plastic, known as microplastic, are appearing in waters across the globe. By themselves, plastics may cause harm to humans and animals, but this concern is compounded because PFAS and other contaminants may accumulate on microplastics. Federal regulators and state legislators are looking at ways to mitigate this risk.



**CGMC's Role:** We are monitoring this issue to ensure that sole responsibility for addressing microplastics is not placed on municipal wastewater facilities.



### Funding for Innovative Approaches and Climate Impact

As the cost of wastewater treatment increases, cities are looking to alternative approaches to address water quality issues and the impacts of the changing climate. Current state funding may not always support innovative projects because they do not fit into traditional program definitions.

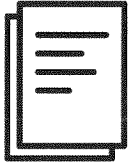
**CGMC's Role:** CGMC is exploring how current funding programs can be improved and/or how new programs might be created to support innovative water quality approaches.



# CGMC Environmental Program Emerging Issues & Continued Advocacy

## Legal & Regulatory Issues

### Integrating Wastewater Permitting in Watershed Framework



At the directive of the Legislature, state and local agencies have been moving toward a water quality framework based on watersheds, but to date permitting for wastewater facilities had not been well integrated into that approach.

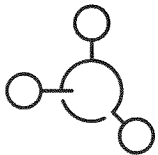
**CGMC's Role:** We are working with MPCA to explore better and more cost-effective ways to integrate wastewater permitting into the watershed framework. This work will include an informational webinar for municipal wastewater operators and examining whether further legislation is needed to assist in this integration.

### Lake Pepin TMDL

Nearly two-thirds of Minnesota's watersheds drain into Lake Pepin and are therefore subject to the Lake Pepin Total Maximum Daily Load (TMDL) plan. This plan seeks to impose phosphorus limits on cities' wastewater and stormwater even though data shows the lake is no longer impaired.



**CGMC's Role:** We joined with other local government advocacy organizations to bring a contested case action on the TMDL. We hope to negotiate a solution with the MPCA on this issue.



### Nitrogen and Nitrate Standards (EPA Nutrient Criteria)

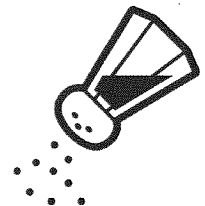
The federal Environmental Protection Agency is developing nutrient criteria for lakes that will regulate nitrogen and nitrate. These standards could have major negative economic impacts for municipal wastewater facilities.

**CGMC's Role:** CGMC is participating in the federal rulemaking process and will monitor state developments.

### Class 3 & 4 Waters/Salty Parameters

Multiple CGMC members have unnecessary permit limits based on MPCA's outdated Class 3 and 4 water quality standards, which have caused major impediments to economic development (i.e. Luverne and TruShrimp). In addition to the cities that currently have problematic permit limits, more than 20 CGMC members are slated to receive outdated permit limits unless MPCA updates the underlying water quality standards.

**CGMC's Role:** We are engaging with MPCA to push for revised Class 3 and 4 water quality limits and for the revision of permits with outdated limits.



### Proposed Permit Fee Increase



MPCA is seeking to impose a fee increase on water quality related permits to generate more funding for its water quality operations. A significant portion of this increase will fall on municipalities.

**CGMC's Role:** We continue to push for increased general fund spending for water quality operations, rather than requiring local municipalities to pay for these increases.