

CITY OF ST. AUGUSTA
CITY COUNCIL MEETING
June 4, 2024
7:00 pm
AGENDA

1. Call Meeting to Order – Mayor Zenzen.
2. Pledge of Allegiance.
3. Consent Agenda
 - 3A. Minutes of the May 7, 2024 City Council meeting.
 - 3B. Agenda.
 - 3C. Bills Payable, Receipts and Treasurer’s Report.
 - 3D. Minutes of the May 14, City Council Meeting
 - 3E. Other
4. Sheriff’s Report
5. Building Inspector’s Report
6. 2023 Audit Presentation
7. Fire Department
 - 7A. Monthly Report
 - 7B. Hire Ryan Blake
 - 7C. Other
8. Public Works Update
 - 8A. Quote for new Park Mower
 - 8B. Quotes for Misc. Patching
 - 8C. Other
9. Open Forum -10 Minute Limit.
10. Engineer’s Report
 - 10A. 2024 Street Project Update
 - 10B. Otta Seal (Alternate Option)
11. Planning Committee Recommendation
 - 11A. Resolution #2024-12, Pleasureland Preliminary and Final Plat
 - 11B. Resolution #2024-13, Pleasureland Variance
 - 11C. Resolution #2024-14, Zachman Variance
12. Council Member Comments/Purview.
13. Clerk's Report.
 - 13A. Wheel Loader
14. Adjourn.

REMINDERS: Planning Commission Meeting, Monday, June 3, 6:00pm
 Comp Plan Joint Meeting, Monday, June 17, 6:00pm

**MINUTES OF THE CITY COUNCIL
ST. AUGUSTA, MINNESOTA
May 7, 2024**

CALL TO ORDER: The meeting was called to order by Mayor Zenzen at 7:00 PM with the Pledge of Allegiance.

PRESENT: Mayor Zenzen, Council Members Backes, Coleman, Hommerding, and Schmitz; Fire Chief Kramer, Stearns County Deputy Widmar, Public Works Supervisor Kiffmeyer, Engineer Morast and Clerk/Administrator McCabe.

OTHERS PRESENT: Amy Brand

CONSENT AGENDA: Mr. McCabe asked that we add Stearns County Attorney Janelle Kendall to the agenda after the fire report. He also indicated he added a gambling permit for Angel Reins Stable to the consent agenda.

- 1. A motion was made by Mr. Schmitz, seconded by Mr. Hommerding to approve the consent agenda as amended. Motion carried 4-0.**

The following items were approved with the consent agenda:

City Council Minutes, April 2, 2024.
Bill Payable, Receipts and Treasurer's Report dated May 7, 2024
and for ePayments #24995e – 25022e and Checks
#25555 – 25612.
City Council BOE Minutes, April 2, 2024.
2024-25 Liquor Licenses
Club Almar – on sale, off sale, Sunday
Hayloft – on sale, off sale, Sunday
St. Augusta Legion – on sale and Sunday
Delux Liquors – off sale
Mini Mart #2 – off sale
Gambling permit

SHERIFF'S REPORT: Deputy Widmar presented the sheriff's report indicating 44.25 hours were spent on the contract during the month of April. He reviewed the call types and other points of interest.

A motion to approve the Sheriff's report as presented was made by Mr. Schmitz, seconded by Ms. Coleman. 4-0.

**BUILDING INSPECTOR'S
REPORT:**

Mr. McCabe presented the February building inspector's report indicating there were 35 permits issued during the month including two new house permits bringing the total to nine for the year.

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

**STEARNS COUNTY ATTORNEY
JANELLE KENDALL
PROSECUTION CONTRACT**

REVIEW: Ms. Kendall was in attendance to provide her annual report on prosecutions her office is working on. She indicated they are working on a plan to build a new jail and courthouse and that plan will be presented to the public this spring. She explained it is less expensive to build all at once in one place.

- **Mr. Backes entered the meeting at 7:25pm**

**FIRE DEPT.
REPORT:**

Chief Kramer presented the March monthly report indicating there were eight calls for the month bringing the total to 34 on the year as compared to 19 at this time in 2023. Monthly training was provided by Fire Inc. on Hazmat and monitoring.

A motion was made to approve the report by Mr. Backes, seconded by Ms. Coleman. Motion carried unanimously.

Chief Kramer presented a quote from Line-X to provide two air bags for the grass rig.

A motion was made authorize the purchase of the air bags in an amount not to exceed \$895 by Mr. Schmitz, seconded by Mr. Backes. Motion carried unanimously.

**PUBLIC WORKS UPDATE
STREET SWEEPING**

QUOTES: Mr. Kiffmeyer presented two quotes for street sweeping.

A motion was made to approve the quote from Pearson Bros for street sweeping at a rate of \$130/broom by Mr. Backes, seconded by Ms. Coleman. Motion carried unanimously.

Mr. Kiffmeyer asked for permission to solicit quotes for patching jobs on 215th Street and 28th Avenue, on 13th Avenue and on 48th Avenue. He also sought approval to get a quote to have some additional paving done at city hall between the two buildings.

Mr. Schmitz wondered if we are interested in having our own crack filling machine.

Mr. Kiffmeyer wondered about a few spots where the road is damaged where it isn't really holes and Mr. Morast suggested on option is a slurry seal.

OPEN FORUM: No comments offered.

**ENGINEER'S
REPORT:**

Mr. Morast presented a proposed change order adding Galant Road and 60th Avenue to the 2024 Street Project. The unit cost will be honored by the contractor amounting to approximately \$75,000 in construction costs and a total additional engineering cost of \$116,999 which also includes the added costs of inspection on the three alternates that were originally approved on the bid.

A motion was made to approve change order #1 by Mr. Schmitz, seconded by Mr. Backes. Motion carried unanimously.

Mr. Morast reported the pre-construction meeting will be held on Thursday.

**PARK BOARD
RECOMMENDATION
GAGA PIT:**

Mr. McCabe reported the park board unanimously recommended allowing the Girl Scout Troop 307 to install a gaga ball pit at Kiffmeyer Park.

A motion was made to approve the request by Mr. Backes, seconded by Mr. Hommerding. Motion carried unanimously.

**PARK BOARD
RECOMMENDATION
HIDDEN LAKE PARK
AED:**

Mr. McCabe reported the park board reviewed and unanimously recommended purchasing and adding an AED unit similar to the one in Kiffmeyer Park for Hidden Lake Park at a cost of \$6,605. Mayor Zenzen indicated we should check with the American Legion Auxiliary to see if they will contribute.

A motion was made to approve adding and AED to Hidden Lake Park at a cost of \$6,605 plus electricity by Mr. Backes, seconded by Mr. Hommerding. Motion carried unanimously.

**PARK BOARD
RECOMMENDATION
WEED AND FEED:**

Quotes were presented to contract the weed and feed at both parks and the fire hall. Mr. McCabe reported the park board unanimously recommended approval.

A motion was made to contract with Valley Green Companies for spring and late summer/fall lawn applications by Mr. Backes, seconded by Mr. Schmitz. Motion carried unanimously.

**ST CLOUD WASTEWATER
TREATMENT
AGREEMENT:**

A motion was made to approve the agreement conditional on Mr. Couri's review by Mr. Backes, seconded by Ms. Coleman. Motion carried unanimously.

COUNCIL MEMBER

PURVIEW:

Ms. Coleman wondered about filing for City Council, she indicated she is not planning on running again.

Mr. Backes asked if there was any update on Emerald Ponds. There is not update at this time.

Mr. Hommerding indicated the dog park was mowed, but not yet weed wacked.

Mr. Hommerding asked if we could order wood chips for the playgrounds at the parks.

Mr. Hommerding and Mr. Schmitz asked about starting the planning for connecting to the trails. Mr. Couri suggested we need to have a plan first.

Mayor Zenzen indicated we were having issues on our MS4. Mr. McCabe

CITY ADMINISTRATOR

REPORT:

Mr. McCabe presented the most recent pay equity report, indication the city is in compliance with the requirements.

Mr. McCabe indicated he was putting together an order for city shirts for those interested in having a city shirt to wear to meetings away from city hall. He asked for sizes of those interested.

Mr. McCabe said Saturday, May 11 is the day the new state flag is supposed to be displayed and indicated he has one reserved to be picked up later this week.

Mr. McCabe gave a brief review of the 2024 clean up day, stating we had 48 forms turned in as compared to the 28 forms turned in in 2022. Revenue was up only slightly from 2022 and he attributed this to less appliances than in past years.

ADJOURMENT: **A motion was made to adjourn at 9:20 pm by Mr. Hommerding seconded by Ms. Coleman.**

Approved this 4th day of June, 2024.

Michael G. Zenzen, Mayor

Attest:

William R. McCabe, Clerk/Administrator

City of St. Augusta

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May 2024

Refer	Account	Last Dim Descr	Amount	Tran Date	Comments	Batch Name
15376 R	101-41000-3221 Building Permits		\$8,480.88	5/16/2024	general - Lakewood Homes	05 01 24 rct
15376 R	101-41000-3218 Mailbox Posts/911 Signs		\$30.00	5/16/2024	general - Lakewood Homes	05 01 24 rct
15376 R	101-41000-3225 Right of Way Permits		\$300.00	5/16/2024	general - Lakewood Homes	05 01 24 rct
15377 R	101-41000-3410 Zoning and Subdivision Fees		\$650.00	5/16/2024	general - Lux Feed App	05 01 24 rct
15378 R	601-49400-3710 Water Sales		\$395.65	5/16/2024	water dept - May 24 rct	05 01 24 rct
15378 R	605-43160-3740 Electricity Sales		\$17.00	5/16/2024	EU - May 24 rct	05 01 24 rct
15378 R	606-49450-3728 Sewer Replacement Fund		\$28.00	5/16/2024	SRF - May 24 rct	05 01 24 rct
15378 R	602-49450-3720 Sewer Sales		\$395.65	5/16/2024	sewer - May 24 rct	05 01 24 rct
15380 R	101-41000-3410 Zoning and Subdivision Fees		\$100.00	5/16/2024	general - Lux Feed	05 02 24 rct
15381 R	101-41000-3221 Building Permits		\$101.00	5/16/2024	general - Mn Rusco	05 02 24 rct
15382 R	101-41000-3221 Building Permits		\$483.96	5/16/2024	general - Scenic Sign	05 02 24 rct
15384 R	101-41000-3103 Sales Tax		\$7.88	5/16/2024	general - shelter rental tax	05 02 24 rct
15384 R	101-41000-3225 Park Shelter Rental		\$150.00	5/16/2024	general - E Fritz	05 02 24 rct
15385 R	101-41000-3225 Park Shelter Rental		\$175.00	5/16/2024	general - R Rodriguez	05 02 24 rct
15385 R	101-41000-3103 Sales Tax		\$7.88	5/16/2024	general - shelter rental tax	05 02 24 rct
15386 R	101-41000-3221 Building Permits		\$101.00	5/16/2024	general - M Bloom	05 02 24 rct
15387 R	601-49400-3710 Water Sales		\$156.04	5/16/2024	water dept - May 24 rct	05 02 24 rct
15387 R	605-43160-3740 Electricity Sales		\$2.02	5/16/2024	EU - May 24 rct	05 02 24 rct
15387 R	606-49450-3728 Sewer Replacement Fund		\$4.89	5/16/2024	SRF - May 24 rct	05 02 24 rct
15387 R	602-49450-3720 Sewer Sales		\$163.13	5/16/2024	sewer - May 24 rct	05 02 24 rct
15389 R	101-41000-3225 Park Shelter Rental		\$150.00	5/16/2024	general - NC Bus	05 06 24 rct
15389 R	101-41000-3103 Sales Tax		\$7.88	5/16/2024	general - shelter rental tax	05 06 24 rct
15390 R	101-41000-3221 Building Permits		\$272.71	5/16/2024	general - Erkens	05 06 24 rct
15392 R	101-41000-3221 Building Permits		\$1,243.65	5/16/2024	general - Alliance Bldg	05 06 24 rct
15393 R	601-49400-3710 Water Sales		\$191.02	5/16/2024	water dept - May 24 rct	05 06 24 rct
15393 R	605-43160-3740 Electricity Sales		\$6.21	5/16/2024	EU - May 24 rct	05 06 24 rct
15393 R	606-49450-3728 Sewer Replacement Fund		\$8.22	5/16/2024	SRF - May 24 rct	05 06 24 rct
15393 R	602-49450-3720 Sewer Sales		\$192.55	5/16/2024	sewer - May 24 rct	05 06 24 rct
15394 R	101-41000-3210 Business Licenses/Permits		\$100.00	5/16/2024	general - DeLux liquor license	05 07 24 rct 2
15394 R	101-41000-3103 Sales Tax		\$7.88	5/16/2024	general - shelter rental tax	05 07 24 rct
15394 R	101-41000-3225 Park Shelter Rental		\$150.00	5/16/2024	general - T Watson	05 07 24 rct
15395 R	605-43160-3740 Electricity Sales		\$16.06	5/16/2024	EU - May 24 rct	05 07 24 rct 2
15395 R	101-41000-3410 Assessment Search Fees		\$10.00	5/16/2024	general - S Ball	05 07 24 rct
15395 R	606-49450-3728 Sewer Replacement Fund		\$21.77	5/16/2024	SRF - May 24 rct	05 07 24 rct 2
15395 R	601-49400-3130 General Sales and Use Tax		\$2.31	5/16/2024	water dept - May 24 rct	05 07 24 rct 2
15395 R	601-49400-3710 Water Sales		\$583.70	5/16/2024	water dept - May 24 rct	05 07 24 rct 2
15395 R	602-49450-3720 Sewer Sales		\$593.05	5/16/2024	sewer - May 24 rct	05 07 24 rct 2
15396 R	101-41000-3620 Miscellaneous Revenues		\$1,457.00	5/16/2024	general - Clean up day money	05 08 24 rct
15397 R	101-41000-3340 Electric Permits		\$136.00	5/16/2024	general - J Becker	05 07 24 rct
15398 R	101-41000-3410 Assessment Search Fees		\$15.00	5/16/2024	general - Epic	05 07 24 rct
15399 R	101-41000-3340 Electric Permits		\$36.00	5/16/2024	general - Erickson	05 07 24 rct
15400 R	101-41000-3340 Electric Franchise Fee		\$3,387.60	5/16/2024	general - Xcel	05 07 24 rct
15401 R	605-43160-3740 Electricity Sales		\$2.09	5/16/2024	EU - May 24 rct	05 07 24 rct
15401 R	601-49400-3710 Water Sales		\$265.56	5/16/2024	water dept - May 24 rct	05 07 24 rct
15401 R	602-49450-3720 Sewer Sales		\$261.94	5/16/2024	sewer - May 24 rct	05 07 24 rct
15401 R	606-49450-3728 Sewer Replacement Fund		\$12.85	5/16/2024	SRF - May 24 rct	05 07 24 rct
15406 R	101-41000-3221 Building Permits		\$202.00	5/16/2024	general - D&E	05 09 24 rct 2
15406 R	101-41000-3221 Building Permits		\$202.00	5/16/2024	general - D&E	05 09 24 rct
15407 R	101-41000-3225 Park Shelter Rental		\$175.00	5/16/2024	general - C Nelson	05 09 24 rct 2
15407 R	101-41000-3103 Sales Tax		\$7.88	5/16/2024	general - shelter rental tax	05 09 24 rct 2

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May 2024

Refer	Account	Last Dim Descr	Amount	Tran Date	Comments	Batch Name
15409 R	101-41000-3620	Miscellaneous Revenues	\$100.00	5/16/2024	general - clean up day change reimb	05 09 24 rct 2
15411 R	101-41000-3340	Gas Franchise Fee	\$4,087.40	5/16/2024	general - Center Point Energy	05 09 24 rct
15412 R	601-49400-3710	Meter Sales	\$325.00	5/16/2024	water dept - Frontier Homes	05 09 24 rct
15412 R	101-41000-3221	Building Permits	\$3,532.88	5/16/2024	general - Frontier Homes	05 09 24 rct
15412 R	101-41000-3225	Right of Way Permits	\$300.00	5/16/2024	general - Frontier Homes	05 09 24 rct
15412 R	603-43254-3710	Water Availability Charges	\$3,000.00	5/16/2024	WAC - Frontier Homes	05 09 24 rct
15412 R	603-43254-3720	Sewer Availability Charges	\$3,000.00	5/16/2024	SAC - Frontier Homes	05 09 24 rct
15413 R	101-41000-3221	Building Permits	\$267.38	5/16/2024	general - R Claseman	05 09 24 rct 2
15414 R	101-41000-3340	Electric Permits	\$72.00	5/16/2024	general - J Huehn	05 09 24 rct 2
15415 R	101-41000-3221	Building Permits	\$1,580.88	5/16/2024	general - Royal Renovation	05 09 24 rct 2
15416 R	601-49400-3130	General Sales and Use Tax	\$4.62	5/16/2024	water dept - May 24 rct	05 09 24 rct
15416 R	601-49400-3710	Water Sales	\$1,011.17	5/16/2024	water dept - May 24 rct	05 09 24 rct
15416 R	602-49450-3720	Sewer Sales	\$1,032.58	5/16/2024	sewer - May 24 rct	05 09 24 rct
15416 R	605-43160-3740	Electricity Sales	\$18.00	5/16/2024	EU - May 24 rct	05 09 24 rct
15416 R	606-49450-3728	Sewer Replacement Fund	\$34.95	5/16/2024	SRF - May 24 rct	05 09 24 rct
15418 R	101-41000-3410	Zoning and Subdivision Fees	\$750.00	5/16/2024	general - K Zachman variance app	05 10 24 rct 2
15419 R	101-41000-3225	Park Shelter Rental	\$175.00	5/16/2024	general - D Jaeger	05 10 24 rct 2
15419 R	101-41000-3103	Sales Tax	\$7.88	5/16/2024	general - shelter rental tax	05 10 24 rct 2
15420 R	101-41000-3210	Business Licenses/Permits	\$100.00	5/16/2024	general - Mini Mart 2 liquor license	05 10 24 rct 2
15421 R	101-41000-3340	Electric Permits	\$130.00	5/16/2024	general - Grand Irrigation	05 10 24 rct 2
15422 R	601-49400-3710	Meter Sales	\$325.00	5/16/2024	water dept - Frontier Homes	05 10 24 rct 2
15422 R	603-43254-3720	Sewer Availability Charges	\$3,000.00	5/16/2024	SAC - Frontier Homes	05 10 24 rct 2
15422 R	603-43254-3710	Water Availability Charges	\$3,000.00	5/16/2024	WAC - Frontier Homes	05 10 24 rct 2
15422 R	101-41000-3225	Right of Way Permits	\$300.00	5/16/2024	general - Frontier Homes	05 10 24 rct 2
15422 R	101-41000-3221	Building Permits	\$3,532.88	5/16/2024	general - Frontier Homes	05 10 24 rct 2
15423 R	601-49400-3130	General Sales and Use Tax	\$4.74	5/16/2024	water dept - May 24 rct	05 10 24 rct 2
15423 R	602-49450-3720	Sewer Sales	\$1,074.52	5/16/2024	sewer - May 24 rct	05 10 24 rct 2
15423 R	605-43160-3740	Electricity Sales	\$26.20	5/16/2024	EU - May 24 rct	05 10 24 rct 2
15423 R	601-49400-3710	Water Sales	\$1,047.15	5/16/2024	water dept - May 24 rct	05 10 24 rct 2
15423 R	606-49450-3728	Sewer Replacement Fund	\$36.32	5/16/2024	SRF - May 24 rct	05 10 24 rct 2
15424 R	101-41000-3340	Electric Permits	\$1,002.00	5/16/2024	general - K2 Elec	05 10 24 rct
15425 R	450-41000-3340	Cable TV Franchise Fee	\$627.25	5/16/2024	CIP - general, Midco	05 10 24 rct
15426 R	101-41000-3221	Building Permits	\$1,134.00	5/16/2024	general - J Tiakert	05 10 24 rct
15427 R	101-41000-3103	Sales Tax	\$7.88	5/16/2024	general - shelter rental tax	05 10 24 rct
15427 R	101-41000-3225	Park Shelter Rental	\$175.00	5/16/2024	general - Custom Stone Int	05 10 24 rct
15428 R	101-41000-3410	Zoning and Subdivision Fees	\$750.00	5/16/2024	general - Person Invest variance app	05 13 24 rct
15428 R	605-43160-3740	Electricity Sales	\$6.83	5/16/2024	EU - May 24 rct	05 10 24 rct
15428 R	601-49400-3710	Water Sales	\$893.75	5/16/2024	water dept - May 24 rct	05 10 24 rct
15428 R	606-49450-3728	Sewer Replacement Fund	\$28.88	5/16/2024	SRF - May 24 rct	05 10 24 rct
15428 R	602-49450-3720	Sewer Sales	\$924.75	5/16/2024	sewer - May 24 rct	05 10 24 rct
15431 R	101-41000-3221	Building Permits	\$101.00	5/16/2024	general - Total Plmb	05 31 24 cty st
15432 R	101-41000-3340	Electric Permits	\$136.00	5/16/2024	general - J Becker	05 13 24 rct
15433 R	602-49450-3720	Sewer Sales	\$3,011.52	5/16/2024	sewer - May 24 rct	05 13 24 rct
15433 R	601-49400-3710	Water Sales	\$2,971.96	5/16/2024	water dept - May 24 rct	05 13 24 rct
15433 R	605-43160-3740	Electricity Sales	\$64.16	5/16/2024	EU - May 24 rct	05 13 24 rct
15433 R	606-49450-3728	Sewer Replacement Fund	\$108.83	5/16/2024	SRF - May 24 rct	05 13 24 rct
15433 R	601-49400-3130	General Sales and Use Tax	\$26.71	5/16/2024	water dept - May 24 rct	05 13 24 rct
15434 R	450-42270-3623	Contributions and Donations	\$2,000.00	5/16/2024	CIP - fire dept, Club Almar	05 15 24 rct
15435 R	101-41000-3221	Building Permits	\$1,907.71	5/16/2024	general - Red Willow Properties	05 31 24 cty st
15435 R	607-41000-3200	Licenses and Permits	\$100.00	5/16/2024	STW - Red Willow stormwater permi	05 31 24 cty st

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May 2024

Refer	Account	Last Dim Descr	Amount	Tran Date	Comments	Batch Name
15436R	101-41000-3500	Fines and Forfeits	\$1,015.20	5/16/2024	general - April fines	05 31 24 cty st
15437R	450-41130-3103	Gravel Tax	\$48.09	5/16/2024	CIP - pw, May gravel tax	05 31 24 cty st
15438R	101-41000-3221	Building Permits	\$101.00	5/16/2024	general - Zablocki Roofing	05 15 24 rct
15439R	101-41000-3221	Building Permits	\$101.00	5/16/2024	general - Go Permits	05 15 24 rct 2
15440R	101-41000-3221	Building Permits	\$101.00	5/16/2024	general - Collens Roofing	05 15 24 rct 2
15441R	607-41000-3710	Storm Sewer Sales	\$57.60	5/16/2024	SW - May 24 rct	05 15 24 rct
15441R	602-49450-3720	Sewer Sales	\$3,689.14	5/16/2024	sewer - May 24 rct	05 15 24 rct
15441R	606-49450-3728	Sewer Replacement Fund	\$129.42	5/16/2024	SRF - May 24 rct	05 15 24 rct
15441R	605-43160-3740	Electricity Sales	\$21.19	5/16/2024	EU - May 24 rct	05 15 24 rct
15441R	601-49400-3130	General Sales and Use Tax	\$6.91	5/16/2024	water dept - May 24 rct	05 15 24 rct
15441R	601-49400-3710	Water Sales	\$3,376.37	5/16/2024	water dept - May 24 rct	05 15 24 rct
15442R	101-41000-3225	Park Shelter Rental	\$175.00	5/16/2024	general - A Sauers	05 15 24 rct 2
15442R	101-41000-3103	Sales Tax	\$7.88	5/16/2024	general - shelter rental tax	05 15 24 rct 2
15443R	101-41000-3103	Sales Tax	\$7.88	5/16/2024	general - shelter rental tax	05 15 24 rct 2
15443R	101-41000-3225	Park Shelter Rental	\$150.00	5/16/2024	general - S Zonervan	05 15 24 rct 2
15444R	101-41000-3221	Building Permits	\$114,855.88	5/16/2024	general - Hendel Const (Blattner)	05 15 24 rct 2
15445R	602-49450-3720	Sewer Sales	\$962.55	5/16/2024	sewer - May 24 rct	05 15 24 rct 2
15445R	606-49450-3728	Sewer Replacement Fund	\$35.90	5/16/2024	SRF - May 24 rct	05 15 24 rct 2
15445R	605-43160-3740	Electricity Sales	\$14.40	5/16/2024	EU - May 24 rct	05 15 24 rct 2
15445R	601-49400-3710	Water Sales	\$960.46	5/16/2024	water dept - May 24 rct	05 15 24 rct 2
15445R	601-49400-3130	General Sales and Use Tax	\$13.40	5/16/2024	water dept - May 24 rct	05 15 24 rct 2
15447R	601-49400-3710	Water Sales	\$861.63	5/23/2024	water dept - May 24 rct	05 17 24 rct
15447R	601-49400-3130	General Sales and Use Tax	\$6.98	5/23/2024	water dept - May 24 rct	05 17 24 rct
15447R	606-49450-3728	Sewer Replacement Fund	\$26.64	5/23/2024	SRF - May 24 rct	05 17 24 rct
15447R	605-43160-3740	Electricity Sales	\$8.00	5/23/2024	EU - May 24 rct	05 17 24 rct
15447R	602-49450-3720	Sewer Sales	\$880.87	5/23/2024	sewer - May 24 rct	05 17 24 rct
15448R	101-41000-3340	Electric Permits	\$66.00	5/23/2024	general - Kramer Elec	05 20 24 rct
15449R	606-49450-3728	Sewer Replacement Fund	\$27.28	5/23/2024	SRF - May 24 rct	05 20 24 rct
15449R	602-49450-3720	Sewer Sales	\$764.35	5/23/2024	sewer - May 24 rct	05 20 24 rct
15449R	605-43160-3740	Electricity Sales	\$29.37	5/23/2024	EU - May 24 rct	05 20 24 rct
15449R	601-49400-3710	Water Sales	\$750.35	5/23/2024	water dept - May 24 rct	05 20 24 rct
15450R	101-41000-3221	Building Permits	\$479.01	5/23/2024	general - Lutgen Siding	05 21 24 rct
15451R	601-49400-3710	Water Sales	\$2,518.95	5/23/2024	water dept - May 24 rct	05 21 24 rct
15451R	601-49400-3130	General Sales and Use Tax	\$12.69	5/23/2024	water dept - May 24 rct	05 21 24 rct
15451R	605-43160-3740	Electricity Sales	\$56.50	5/23/2024	EU - May 24 rct	05 21 24 rct
15451R	606-49450-3728	Sewer Replacement Fund	\$98.75	5/23/2024	SRF - May 24 rct	05 21 24 rct
15451R	602-49450-3720	Sewer Sales	\$2,404.79	5/23/2024	sewer - May 24 rct	05 21 24 rct
15452R	101-41000-3225	Park Shelter Rental	\$175.00	5/23/2024	generawl - J Pire	05 22 24 rct
15452R	101-41000-3103	Sales Tax	\$7.88	5/23/2024	general - shelter rental tax	05 22 24 rct
15454R	605-43160-3740	Electricity Sales	\$30.00	5/23/2024	EU - May 24 rct	05 22 24 rct
15454R	606-49450-3728	Sewer Replacement Fund	\$77.19	5/23/2024	SRF - May 24 rct	05 22 24 rct
15454R	602-49450-3720	Sewer Sales	\$1,954.85	5/23/2024	sewer - May 24 rct	05 22 24 rct
15454R	607-41000-3710	Storm Sewer Sales	\$57.60	5/23/2024	SW - May 24 rct	05 22 24 rct
15454R	601-49400-3130	General Sales and Use Tax	\$20.45	5/23/2024	water dept - May 24 rct	05 22 24 rct
15454R	601-49400-3710	Water Sales	\$1,946.67	5/23/2024	water dept - May 24 rct	05 22 24 rct
15455R	101-41000-3225	Park Shelter Rental	\$150.00	5/30/2024	general - Koepfner	05 24 24 rct
15455R	101-41000-3103	Sales Tax	\$7.88	5/30/2024	general - shelter rental tax	05 24 24 rct
15456R	101-41000-3340	Electric Permits	\$36.00	5/30/2024	general - Design Elec	05 24 24 rct
15457R	101-41000-3410	Assessment Search Fees	\$10.00	5/30/2024	general - S Ball	05 24 24 rct
15458R	606-49450-3728	Sewer Replacement Fund	\$57.18	5/30/2024	SRF - May 24 rct	05 24 24 rct

City of St. Augusta

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***Receipt Book**

May 2024

Refer	Account	Last Dim Descr	Amount	Tran Date	Comments	Batch Name
	15458 R 602-49450-3720 Sewer Sales		\$1,500.53	5/30/2024	sewer - May 24 rct	05 24 24 rct
	15458 R 605-43160-3740 Electricity Sales		\$28.83	5/30/2024	EU - May 24 rct	05 24 24 rct
	15458 R 601-49400-3130 General Sales and Use Tax		\$4.20	5/30/2024	water dept - May 24 rct	05 24 24 rct
	15458 R 601-49400-3710 Water Sales		\$1,520.93	5/30/2024	water dept - May 24 rct	05 24 24 rct
	15459 R 101-41000-3340 Electric Permits		\$36.00	5/30/2024	general - Go Elec	05 28 24 rct
	15460 R 101-41000-3221 Building Permits		\$137.00	5/30/2024	general - Neighborhood Plmb	05 28 24 rct
	15461 R 605-43160-3740 Electricity Sales		\$7.37	5/30/2024	EU - May 24 rct	05 28 24 rct
	15461 R 606-49450-3728 Sewer Replacement Fund		\$29.89	5/30/2024	SRF - May 24 rct	05 28 24 rct
	15461 R 601-49400-3710 Water Sales		\$721.87	5/30/2024	water dept - May 24 rct	05 28 24 rct
	15461 R 602-49450-3720 Sewer Sales		\$724.62	5/30/2024	sewer - May 24 rct	05 28 24 rct
	15462 R 101-41000-3410 Assessment Search Fees		\$10.00	5/30/2024	general - Stearns Abstract	05 28 24 rct 2
	15463 R 101-41000-3340 Electric Permits		\$36.00	5/30/2024	general - Hubbard	05 28 24 rct 2
	15465 R 607-41000-3710 Storm Sewer Sales		\$86.40	5/30/2024	SW - May 24 rct	05 28 24 rct 2
	15465 R 601-49400-3710 Water Sales		\$1,398.59	5/30/2024	water dept - May 24 rct	05 28 24 rct 2
	15465 R 605-43160-3740 Electricity Sales		\$35.46	5/30/2024	EU - May 24 rct	05 28 24 rct 2
	15465 R 606-49450-3728 Sewer Replacement Fund		\$50.10	5/30/2024	SRF - May 24 rct	05 28 24 rct 2
	15465 R 602-49450-3720 Sewer Sales		\$1,453.26	5/30/2024	sewer - May 24 rct	05 28 24 rct 2
	1541748 R 602-49450-3720 Sewer Sales		\$48.26	5/16/2024	sewer - May 24 rct	05 09 24 rct 2
	1541748 R 601-49400-3710 Water Sales		\$47.68	5/16/2024	water dept - May 24 rct	05 09 24 rct 2
	1541748 R 606-49450-3728 Sewer Replacement Fund		\$2.06	5/16/2024	SRF - May 24 rct	05 09 24 rct 2
	1541748 R 605-43160-3740 Electricity Sales		\$2.00	5/16/2024	EU - May 24 rct	05 09 24 rct 2
Grand Total			\$216,556.87			

***Check Summary Register©**

Checks 05/08/24-06/04/24

Name	Check Date	Check Amt	
10100 STATE BANK OF KIMBAL			
25023e STEARNS ELECTRIC ASSOCIATI	5/14/2024	\$1,674.54	fire dept - fire hall
25024e PERA	5/14/2024	\$2,172.43	emp pd pera
25025e STATE BANK OF KIMBALL	5/14/2024	\$4,127.87	941 taxes
25026e JOHN HANCOCK	5/14/2024	\$1,150.00	g - def comp pay 10 24 Hollermann
25027e PERA	5/23/2024	\$2,164.45	emp pd pera
25028e STATE BANK OF KIMBALL	5/23/2024	\$4,191.20	941 taxes
25029e JOHN HANCOCK	5/23/2024	\$1,150.00	g - def comp pay 11 24 Rasmuson
25030e US BANK BAHR	5/29/2024	\$176.95	fire dept - supplies, Home Depot
25031e US BANK BLASHACK	5/29/2024	\$1,220.23	pw dept - May 2024 fuel
25032e US BANK HOLLERMANN	5/29/2024	\$816.62	pw dept - May 24 fuel
25033e US BANK KIFFMEYER	5/29/2024	\$1,529.63	pw dept - May 24 fuel
25034e US BANK KRAMER	5/29/2024	\$202.56	fire dept - emails
25035e US BANK MCCABE	5/29/2024	\$2,975.21	general - parking, St Cloud parking system
25036e US BANK RASMUSON	5/29/2024	\$495.18	general - telephone, Midco
25037e MN DEPT OF REVENUE	5/30/2024	\$1,400.82	emp pd state taxes
25038e STATE BANK OF KIMBALL	5/30/2024	\$126.51	941 taxes
25616 BLASHACK, CHAD C.	5/8/2024	\$1,735.94	
25617 HILL, MARY M	5/8/2024	\$959.33	
25618 HOLLERMANN, PAUL A.	5/8/2024	\$1,663.60	
25619 KIFFMEYER, MARK G.	5/8/2024	\$1,651.61	
25620 McCABE, WILLIAM R.	5/8/2024	\$2,877.51	
25621 RASMUSON, TERESA M.	5/8/2024	\$253.44	
25622 SCHLUETER, STEVEN F.	5/8/2024	\$297.49	
25623 VOIGT, MASON M	5/8/2024	\$80.60	
25624 WAIBEL, THOMAS F.	5/8/2024	\$778.80	
25625 WOLTERS, KENNETH G	5/8/2024	\$675.05	
25626 BLASHACK, CHAD C.	5/22/2024	\$1,735.94	
25627 HILL, MARY M	5/22/2024	\$828.82	
25628 HOLLERMANN, PAUL A.	5/22/2024	\$1,663.60	
25629 KIFFMEYER, MARK G.	5/22/2024	\$1,651.61	
25630 McCABE, WILLIAM R.	5/22/2024	\$2,877.51	
25631 RASMUSON, TERESA M.	5/22/2024	\$215.49	
25632 SCHLUETER, STEVEN F.	5/22/2024	\$422.30	
25633 VOIGT, MASON M	5/22/2024	\$797.40	
25634 WAIBEL, THOMAS F.	5/22/2024	\$522.53	
25635 WOLTERS, KENNETH G	5/22/2024	\$664.98	
25636 KRAMER, JOSEPH S.	5/29/2024	\$726.87	
25637 CRESCENT INVESTIGATIVE SER	5/30/2024	\$100.00	fire dept - replace check # 25580
25638 AFLAC	6/4/2024	\$515.48	g - employee paid insurance
25639 ASE PROPERTIES	6/4/2024	\$1,300.00	water dept - refund 4 water meters at \$325 ea.
25640 BOLTON AND MENK	6/4/2024	\$3,886.50	general - planning related to comp plan update
25641 CENTER POINT ENERGY	6/4/2024	\$129.52	fire dept - gas usage
25642 CENTRAL LANDSCAPE SUPPLY	6/4/2024	\$2,304.00	parks dept - mulch
25643 CENTRAL MN DUST CONTROL	6/4/2024	\$15,042.60	pw dept - dust control (12,330x.122)
25644 CITY OF ST. CLOUD	6/4/2024	\$28,913.46	water dept - Mar 2024 usage
25645 COURI & RUPPE PLLP	6/4/2024	\$172.50	general - general legal fees
25646 F.I.R.E.	6/4/2024	\$1,600.00	fire dept - May 2024 classes
25647 GILBERT KOOPMEINERS	6/4/2024	\$182.88	parks dept - refund HLP cancellation
25648 KAY KROLL	6/4/2024	\$145.83	parks dept - supplies Fleet Farm
25649 KENNETH WOLTERS	6/4/2024	\$38.19	parks dept - May 2024 mileage (57x.67)
25650 MACQUEEN EMERGENCY	6/4/2024	\$260.00	pw dept - gas calibration
25651 MARCO	6/4/2024	\$114.64	general - copier contract
25652 MASON VOIGT	6/4/2024	\$54.27	parks dept - May 2024 mileage (81x.67)

City of St. Augusta

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*Check Summary Register©

Checks 05/08/24-06/04/24

	Name	Check Date	Check Amt	
25653	MN DEPT OF HEALTH	6/4/2024	\$1,237.00	water dept - 2nd qtr 2024 hookups
25654	PEARSON BROS., INC	6/4/2024	\$5,860.00	pw dept - street sweeping (37x130, 10x105)
25655	RMB ENVIRONMENTAL LABORA	6/4/2024	\$113.91	sewer dept - ww effluent
25656	SHARON SCHLICHT	6/4/2024	\$140.51	parks dept - reimburse park supplies
25657	STEARNS COUNTY AUDITOR/TR	6/4/2024	\$21,391.63	general - 2024 contract
25658	TRAUT COMPANIES	6/4/2024	\$4,421.00	water dept - sample #'s 240678 & 240679
25659	WEST CENTRAL SANITATION	6/4/2024	\$707.66	general - garbage service
Total Checks			\$137,286.20	

Michael G. Zenzen

FILTER: [Check Date] between #05/08/24# and #06/04/24# and [Check Nbr]>0 and [Cash Act]='10100'

***Check Detail Register©**

Batch: US Bank Jun 2024

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
10100 STATE BANK OF KIMBAL					
25030 e	05/29/24	US BANK BAHR			
E 101-42270-220		Repair/Maint Supply	\$10.93		fire dept - supplies, Home Depot
E 101-42270-232		EMS Supplies	\$65.86		fire dept - suplies, Bound Tree Medical
E 101-42270-232		EMS Supplies	\$100.16		fire dept - supplies, SQ Medical Warehouse
		Total	\$176.95		
25031 e 05/29/24 US BANK BLASHACK					
E 101-41130-212		Motor Fuels	\$75.00		pw dept - May 2024 fuel
E 101-45200-212		Motor Fuels	\$75.44		parks dept - May 2024 fuel
E 601-49400-212		Motor Fuels	\$50.15		water dept - May 2024 fuel
E 602-49450-212		Motor Fuels	\$50.15		sewer dept - May 2024 fuel
E 101-45200-220		Repair/Maint Supply	\$10.79		parks dept - supplies, Menards
E 101-45200-220		Repair/Maint Supply	\$51.84		parks dept - supplies, Menards
E 101-45200-220		Repair/Maint Supply	\$55.00		parks dept - flags, Coils Flags
E 101-41000-200		Office Supplies (GENERA	\$26.96		general - supplies, Coborns
E 601-49400-210		Operating Supplies (GEN	\$10.00		water dept - sample mailing, Spee Dee
E 601-49400-210		Operating Supplies (GEN	\$74.00		water dept - supplies, Hach
E 601-49400-210		Operating Supplies (GEN	\$729.06		water dept - curb stop extensions, Core and Main
E 101-45200-220		Repair/Maint Supply	\$11.84		parks dept - supplies, Dollar General
		Total	\$1,220.23		
25032 e 05/29/24 US BANK HOLLERMANN					
E 101-41130-212		Motor Fuels	\$143.72		pw dept - May 24 fuel
E 101-45200-212		Motor Fuels	\$143.72		parks dept - May 24 fuel
E 601-49400-212		Motor Fuels	\$95.80		water dept - May 24 fuel
E 602-49450-212		Motor Fuels	\$95.81		sewer dept - May 24 fuel
E 101-41130-220		Repair/Maint Supply	\$101.79		pw dept - supplies, Amazon
E 101-45200-220		Repair/Maint Supply	\$186.47		parks dept - supplies, Central Landscape
E 101-41130-220		Repair/Maint Supply	\$49.31		pw dept - supplies, Menards
		Total	\$816.62		
25033 e 05/29/24 US BANK KIFFMEYER					
E 101-41130-212		Motor Fuels	\$191.90		pw dept - May 24 fuel
E 101-45200-212		Motor Fuels	\$82.34		parks dept - May 24 fuel
E 101-45200-220		Repair/Maint Supply	\$32.74		parks dept - supplies, Fleet Farm
E 101-41130-220		Repair/Maint Supply	\$107.71		pw dept - supplies, Menards
E 101-45200-220		Repair/Maint Supply	\$405.34		parks dept - supplies, Menards
E 101-41130-220		Repair/Maint Supply	\$120.10		pw dept - supplies, Menards
E 101-45200-220		Repair/Maint Supply	\$22.78		parks dept - supplies, Runnings
E 101-41130-220		Repair/Maint Supply	\$184.25		pw dept - tractor, Arnolds
E 101-41130-220		Repair/Maint Supply	\$69.96		pw dept - supplies, Mimbach
E 101-45200-220		Repair/Maint Supply	\$29.04		parks dept - supplies, Auto Zone
E 101-41130-220		Repair/Maint Supply	\$52.07		pw dept - supplies, Menards
E 101-45200-220		Repair/Maint Supply	\$225.00		parks dept - rental, 360 Rents
E 101-41000-200		Office Supplies (GENERA	\$6.40		general - office supplies, Dollar General
		Total	\$1,529.63		
25034 e 05/29/24 US BANK KRAMER					
E 101-42270-220		Repair/Maint Supply	\$202.56		fire dept - emails

City of St. Augusta

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***Check Detail Register©**

Batch: US Bank Jun 2024

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
Total			\$202.56		
25035 e	05/29/24	US BANK MCCABE			
E 101-41000-208		Training, Inst., Travel	\$7.50		general - parking, St Cloud parking system
E 101-41000-430		Miscellaneous	\$41.81		general - clean up day supplies, Kwik Trip
E 101-45200-220		Repair/Maint Supply	\$218.40		parks dept - supplies, Spectrum
E 450-42270-419		Turn Out Gear	\$2,597.50		CIP - fire dept, Promotional Resources
E 101-41000-200		Office Supplies (GENERA	\$55.00		general - new Mn flag, Coils
E 101-42270-220		Repair/Maint Supply	\$55.00		fire dept - new Mn flag, Coils
Total			\$2,975.21		
25036 e	05/29/24	US BANK RASMUSON			
E 101-41000-321		Telephone	\$158.12		general - telephone, Midco
E 101-41000-323		Internet	\$105.00		general - interenet, Midco
E 101-42270-321		Telephone	\$152.06		fire dept - telephone, Midco
E 101-42270-323		Internet	\$80.00		fire dept - internet, Midco
Total			\$495.18		
10100			\$7,416.38		

Fund Summary

10100 STATE BANK OF KIMBAL

101 GENERAL FUND	\$3,713.91
450 CAPITAL PROJECT FUND	\$2,597.50
601 WATER FUND	\$959.01
602 SEWER FUND	\$145.96
	\$7,416.38

Michael G. Zenzen

City of St. Augusta

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***Check Detail Register©**

Batch: Jun 4 2024 cc mtg

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
10100 STATE BANK OF KIMBAL					
25638	06/04/24	AFLAC			
G 101-21710		Other Deductions	\$364.40	015029	g - employee paid insurance
G 601-21710		Other Deductions	\$75.54	015029	g - employee paid insurance
G 602-21710		Other Deductions	\$75.54	015029	g - employee paid insurance
		Total	\$515.48		
25639	06/04/24	ASE PROPERTIES			
E 601-49400-430		Miscellaneous	\$1,300.00		water dept - refund 4 water meters at \$325 ea.
		Total	\$1,300.00		
25640	06/04/24	BOLTON AND MENK			
E 101-41000-307		Planning (GENERAL)	\$3,886.50		general - planning related to comp plan update
		Total	\$3,886.50		
25641	06/04/24	CENTER POINT ENERGY			
E 101-42270-387		Fire Dept Utilities	\$129.52		fire dept - gas usage
		Total	\$129.52		
25642	06/04/24	CENTRAL LANDSCAPE SUPPLY			
E 101-45200-220		Repair/Maint Supply	\$2,304.00	325217	parks dept - mulch
		Total	\$2,304.00		
25643	06/04/24	CENTRAL MN DUST CONTROL			
E 101-41130-220		Repair/Maint Supply	\$15,042.60	5533	pw dept - dust control (12,330x.122)
		Total	\$15,042.60		
25644	06/04/24	CITY OF ST. CLOUD			
E 601-49400-312		Water/Contract Services	\$18,022.18	AR031090	water dept - Mar 2024 usage
E 602-49450-313		Sewer/Contract Services	\$5,905.02	AR031090	sewer dept - Mar 2024 treatment charges
E 602-47000-602		NR2 Project - principal/int	\$4,986.26	AR031090	sewer dept - Mar 2024 NR2
		Total	\$28,913.46		
25645	06/04/24	COURI & RUPPE PLLP			
E 101-41000-304		Legal Fees	\$172.50		general - general legal fees
		Total	\$172.50		
25646	06/04/24	F.I.R.E.			
E 101-42270-208		Training, Inst., Travel	\$1,600.00	0520246887	fire dept - May 2024 classes
		Total	\$1,600.00		
25647	06/04/24	GILBERT KOOPMEINERS			
E 101-45200-342		Refunds	\$182.88		parks dept - refund HLP cancellation
		Total	\$182.88		
25648	06/04/24	KAY KROLL			
E 101-45200-220		Repair/Maint Supply	\$15.07		parks dept - supplies Fleet Farm
E 101-45200-220		Repair/Maint Supply	\$130.76		parks dept - supplies Southway Greenhouse
		Total	\$145.83		
25649	06/04/24	KENNETH WOLTERS			

City of St. Augusta

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***Check Detail Register©**

Batch: Jun 4 2024 cc mtg

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 101-45200-430		Miscellaneous	\$38.19		parks dept - May 2024 mileage (57x.67)
		Total	\$38.19		
25650	06/04/24	MACQUEEN EMERGENCY			
E 101-41130-220		Repair/Maint Supply	\$260.00	P30152	pw dept - gas calibration
		Total	\$260.00		
25651	06/04/24	MARCO			
E 101-41000-300		support services	\$114.64	529730582	general - copier contract
		Total	\$114.64		
25652	06/04/24	MASON VOIGT			
E 101-45200-430		Miscellaneous	\$54.27		parks dept - May 2024 mileage (81x.67)
		Total	\$54.27		
25653	06/04/24	MN DEPT OF HEALTH			
E 601-49400-312		Water/Contract Services	\$1,237.00		water dept - 2nd qtr 2024 hookups
		Total	\$1,237.00		
25654	06/04/24	PEARSON BROS., INC			
E 101-41130-220		Repair/Maint Supply	\$5,860.00	6027	pw dept - street sweeping (37x130, 10x105)
		Total	\$5,860.00		
25655	06/04/24	RMB ENVIRONMENTAL LABORATORIES			
E 602-49450-316		Sample Analysis	\$113.91	D059234	sewer dept - ww effluent
		Total	\$113.91		
25656	06/04/24	SHARON SCHLICHT			
E 101-45200-220		Repair/Maint Supply	\$140.51		parks dept - reimburse park supplies
		Total	\$140.51		
25657	06/04/24	STEARNS COUNTY AUDITOR/TREAS			
E 101-41000-302		Assessor Contract	\$21,391.63		general - 2024 contract
		Total	\$21,391.63		
25658	06/04/24	TRAUT COMPANIES			
E 601-49400-316		Sample Analysis	\$70.00	369490	water dept - sample #'s 240678 & 240679
E 101-45200-220		Repair/Maint Supply	\$3,470.00	369550	parks dept - sprinkler system install HLP
E 101-45200-220		Repair/Maint Supply	\$881.00	369621	parks dept - replace irrigation valves
		Total	\$4,421.00		
25659	06/04/24	WEST CENTRAL SANITATION			
E 101-41000-384		Refuse/Garbage Disposal	\$229.93	13102131	general - garbage service
E 101-45200-384		Refuse/Garbage Disposal	\$440.58	13102131	parks dept - garbage service
E 101-42270-384		Refuse/Garbage Disposal	\$37.15	13102131	fire dept - garbage service
		Total	\$707.66		
		10100	\$88,531.58		

***Check Detail Register©**
Batch: Jun 4 2024 cc mtg

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
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Fund Summary

<u>10100 STATE BANK OF KIMBAL</u>					
101	GENERAL FUND		\$56,746.13		
601	WATER FUND		\$20,704.72		
602	SEWER FUND		\$11,080.73		
			<hr/>		
			\$88,531.58		

Michael G. Zenzen

	General Fund	CIP Fund	Debt Service	SAC/WAC Fund	Water Fund	Sewer Fund	Storm Water	Sewer Debt	Street Light	ARPA Funds	Monthly Totals
Cash Balance 12/31/2023(un-audited)	\$ 1,252,830	\$ 1,759,242.86	\$ 203,777	\$ 336,561	\$ (51,810)	\$ 391,145	\$ 82,050	\$ 159,125	\$ 6,517	\$ 48,638	\$ 4,188,076
Receipts January 2024	\$ 20,628	\$ 35,351.88	\$ 683	\$ 1,229	\$ 22,176	\$ 27,673	\$ 9,423	\$ 831	\$ 376		\$ 118,372
Ex. January 2024	\$ 51,834	\$ 8,187.00			\$ 25,520	\$ 19,022	\$ 1,130		\$ 323	\$ 6,560	\$ 112,577
Receipts February 2024	\$ 31,890	\$ 3,319.59		\$ 18,000	\$ 23,210	\$ 22,437	\$ 2,784	\$ 854	\$ 365		\$ 102,860
Ex. February 2024	\$ 137,180				\$ 41,330	\$ 36,224	\$ 3,360		\$ 323	\$ 1,163	\$ 219,581
Receipts March 2024	\$ 41,898	\$ 3,983.11		\$ 60,000	\$ 20,929	\$ 21,035	\$ 1,649	\$ 717	\$ 349		\$ 150,559
Ex. March 2024	\$ 60,107				\$ 6,254	\$ 5,656	\$ 1,140				\$ 73,157
Receipts April 2024	\$ 17,754	\$ 50,376.52		\$ 12,000	\$ 19,442	\$ 19,271	\$ 568	\$ 713	\$ 290		\$ 120,415
Ex. April 2024	\$ 57,866				\$ 23,373	\$ 15,819	\$ 1,137		\$ 323	\$ 480	\$ 98,997
Receipts May 2024	\$ 155,964	\$ 2,675.34		\$ 12,000	\$ 22,373	\$ 22,033	\$ 302	\$ 819	\$ 392		\$ 216,557
Ex. May 2024	\$ 145,373	\$ 29,239.36			\$ 24,177	\$ 17,898	\$ 575		\$ 323		\$ 217,586
Receipts June 2024											\$ -
Ex. June 2024	\$ 60,096	\$ 2,597.50			\$ 21,588	\$ 11,151					\$ 95,432
Receipts July 2024											\$ -
Ex. July 2024											\$ -
Receipts August 2024											\$ -
Ex. August 2024											\$ -
Receipts September 2024											\$ -
Ex. September 2024											\$ -
Receipts October 2024											\$ -
Ex. October 2024											\$ -
Receipts November 2024											\$ -
Ex. November 2024											\$ -
Receipts December 2024											\$ -
Ex. December 2024											\$ -
Cash Balance	\$ 1,008,508	\$ 1,814,925.44	\$ 204,460	\$ 439,790	\$ (85,924)	\$ 397,823	\$ 89,436	\$ 163,059	\$ 6,996	\$ 40,435	\$ 4,079,508

2024 CIP Breakdown	Unallocated	Admin	Park	Streets	Fire	Total
Beginning Balance -12/31/2023						
Un-Audited	\$367,184.63	\$66,672.04	\$1,158,888.85	\$15,448.24	\$151,049.10	\$1,759,242.86
Air Bottles					\$ (8,187.00)	(\$8,187.00)
January Property Tax				\$ 5,448.53	\$ 1,362.13	\$6,810.66
January Sales Tax			\$ 12,964.71	\$ 12,964.72		\$25,929.43
January Cable Franchise Fees		\$ 611.79				\$611.79
Meat Raffle Proceeds (Jan. 17, 2024)					\$ 2,000.00	\$2,000.00
February Cable Franchise Fees		\$ 596.41				\$596.41
Gravel Tax				\$ 723.18		\$723.18
Meat Raffle Proceeds (Feb. 13, 2024)					\$ 2,000.00	\$2,000.00
March Sales Tax			\$ 692.16	\$ 692.16		\$1,384.32
March Cable Franchise Fees		\$ 598.79				\$598.79
Meat Raffle Proceeds (Mar. 19, 2024)					\$ 2,000.00	\$2,000.00
April Sales Tax			\$ 47,750.00			\$47,750.00
April Cable Franchise Fees		\$ 626.52				\$626.52
Meat Raffle Proceeds					\$ 2,000.00	\$2,000.00
Fire Radios					\$ (2,390.00)	(\$2,390.00)
Fire Misc. Tools					\$ (2,484.12)	(\$2,484.12)
2024 Street Project Engineering				\$ (24,365.24)		(\$24,365.24)
May Cable Franchise Fees		\$ 627.25				\$627.25
Aggregate Tax				\$ 48.09		\$48.09
Meat Raffle Proceeds					\$ 2,000.00	\$2,000.00
Fire Clothing				\$ (2,597.50)		(\$2,597.50)
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
Totals	\$367,184.63	\$69,732.80	\$1,220,295.72	\$8,362.18	\$149,350.11	\$1,814,925.44

Unallocated - Reserved

Eagle Drive	\$ 17,912.00
215th Street	\$ 53,375.50
Trails (Sales Tax Specific)	\$ 191,000.00

	2024	Spent/Received	% of Budget	Remaining Amount
Revenues	Budget	As of May 31, 2024	Spent	
General Fund	\$1,121,200	\$ 290,505	25.91%	\$830,695
Capital Improvement Fund	\$993,013	\$ 125,595	12.65%	\$867,418
Water Fund	\$278,000	\$ 128,642	46.27%	\$149,358
Sewer Fund	\$275,000	\$ 135,924	49.43%	\$139,076
Sewer Debt Fund	\$12,500	\$ 4,648	37.18%	\$7,852
Street Light Fund	\$4,500	\$ 2,317	51.49%	\$2,183
WAC/SAC Improvement Fund	\$35,759	\$ 103,229	288.68%	(\$67,470)
Debt Service	\$41,000	\$ 825	2.01%	\$40,175
Storm Water	\$55,000	\$ 16,899	30.73%	\$38,101
American Rescue Plan	\$0		#DIV/0!	\$0
Total Revenues	\$2,815,972	\$ 808,584	28.71%	\$2,007,388
Expenditures				
General Fund	\$1,135,264	\$ 522,140	45.99%	\$613,124
Capital Improvement Fund	\$945,800	\$ 40,024	4.23%	\$905,776
Water Fund	\$243,864	\$ 142,338	58.37%	\$101,526
Sewer Fund	\$271,667	\$ 106,210	39.10%	\$165,457
Storm Water Utility Fund	\$36,154	\$ 7,341	20.30%	\$28,813
Street Light Fund	\$4,380	\$ 1,616	36.90%	\$2,764
WAC/SAC Improvement Fund	\$0		#DIV/0!	\$0
Debt Service	\$36,000		0.00%	\$36,000
American Rescue Plan		\$ 8,203	#DIV/0!	(\$8,203)
Total Expenditures	\$2,673,129	\$ 827,873	30.97%	\$1,845,256

General Fund				
	2024	Spent/Received	% of Budget	Remaining Amount
	Budget	As of May 31, 2024	Spent	
Administration	\$ 410,988	\$ 213,491	51.95%	\$ 197,497
Council	\$ 35,531	\$ 9,372	26.38%	\$ 26,159
Boards and Commissions	\$ 3,500	\$ 1,530	43.71%	\$ 1,970
Building Inspection	\$ 89,500	\$ 89,441	99.93%	\$ 59
Elections	\$ 12,350	\$ 1,395	11.29%	\$ 10,955
Fire	\$ 237,043	\$ 50,339	21.24%	\$ 186,704
Streets	\$ 251,432	\$ 120,008	47.73%	\$ 131,424
Parks	\$ 94,919	\$ 36,565	38.52%	\$ 58,354
Total General Fund	\$ 1,135,264	\$ 522,140	45.99%	\$ 613,124

**MINUTES OF THE CITY COUNCIL
ST. AUGUSTA, MINNESOTA
May 14, 2024**

CALL TO ORDER: The meeting was called to order by Mayor Zenzen at 6:30pm.

PRESENT: Mayor Zenzen; Council Members Coleman, Schmitz, Backes, and Hommerding; and Clerk/Administrator McCabe.

OTHERS PRESENT: Dale Hansen, Jerry Haus, Jim Synker, Sam Deleo, Mrs. Schmitz

**LUXEMBURG FEED
SERVICES
VARIANCE AND SITE
PLAN APPROVAL:**

Mr. McCabe indicated the planning commission unanimously recommended approval of the variance and site plan approval with the added condition that all engineering comments are addressed.

A motion was made to approve Resolution #2024-11, approving the variance and site plan with the additional condition of meeting the engineering comments by Ms. Coleman, seconded by Mr. Backes. Motion carried unanimously.

ADJOURMENT: A motion was made to adjourn at 6:35pm by Mr. Hommerding, seconded by Mr. Schmitz. Meeting Adjourned.

Approved this 4th day of June, 2024.

Michael G. Zenzen, Mayor

Attest:

William R. McCabe, Clerk/Administrator

Permits	Issue_Date	PRMTTYPE	CONSTTYPE	prmtsno	prmtstr	POLNAME	App_Company	Valuation
AUG24-000101	05/01/2024	Building	New Construction	2438	GOLD	FRONTIER HOMES LLC	FRONTIER HOMES LLC	250000
AUG24-000102	05/01/2024	Mechanical	Residential New Construction	2438	GOLD	FRONTIER HOMES LLC	B&D Plumbing, Heating & A/C	11400
AUG24-000103	05/01/2024	Plumbing	Residential New Construction	2438	GOLD	FRONTIER HOMES LLC	B&D Plumbing, Heating & Air Conditioning	8500
AUG24-000104	05/02/2024	Building	Residential Window/Door Replacement (Same Size)	23802	GABERDINE	EDUARD & DENISE A MEIJER	The Home Depot USA Inc	5980
AUG24-000105	05/06/2024	Building	Residential Roofing	21955	43RD	MATTHEW SCHULTE	SCOTT KNOWLAN	18194
AUG24-000106	05/06/2024	Building	Residential Roofing	24618	21ST	GREGORY A HAYENGA	D&E CUSTOM BUILDERS	16000
AUG24-000107	05/06/2024	Building	Deck/Porch	24419	18TH	ROSS J CURTIS	LUTGEN COMPANIES	21250
AUG24-000108	05/07/2024	Building	Residential Roofing	24897	21ST	GREGORY A HAYENGA	D&E CUSTOM BUILDERS	23900
AUG24-000109	05/07/2024	Building	Residential Siding	1653	FOREST GLEN	JULIE M SCHAEFER	ZABLOCKI ROOFING INC	15000
AUG24-000110	05/07/2024	Building	Addition	21693	MAJESTIC	JEFFREY S TIAHRT	Connect Construction	75000
AUG24-000111	05/08/2024	Building	Residential Roofing	23210	COUNTY ROAD 7	SYLVAN J & KATHLEEN MCSTOTT	EJ TIMMERS REMODELING LLC	12000
AUG24-000112	05/08/2024	Building	New Construction	22945	TOPAZ	FRONTIER HOMES LLC	FRONTIER HOMES LLC	250000
AUG24-000113	05/08/2024	Mechanical	Residential New Construction	22945	TOPAZ	FRONTIER HOMES LLC	B&D Plumbing, Heating & A/C	11600
AUG24-000114	05/08/2024	Plumbing	Residential New Construction	22945	TOPAZ	FRONTIER HOMES LLC	B&D Plumbing, Heating & A/C	10800
AUG24-000115	05/09/2024	Mechanical	Residential Addition	1436	200TH	DERRICK F BIANCHI	TOTAL PLUMBING	1500
AUG24-000116	05/10/2024	Building	New Commercial Construction	23633	66TH	RED WILLOW PROPERTIES LLC	B&B BUILT	145000
AUG24-000117	05/13/2024	Building	Residential Roofing	1436	200TH	DERRICK F BIANCHI	COLLINS ROOFING AND SHEET METAL	25256.47
AUG24-000118	05/14/2024	Mechanical	Residential New Construction	21917	53rd	GREEN ACRE FIELDS	SELECT MECHANICAL SERVICES INC	726854
AUG24-000119	05/22/2024	Building	Addition	22608	FOXDALE	NICHOLAS R & MARY A LIESER	MIKE SCHLANGEN CONSTRUCTION	60000
AUG24-000120	05/23/2024	Mechanical	Residential Furnace	2511	JEWEL	PAUL SHEA & JULIA SHEA	NEIGHBORHOOD PLUMBING & HEATING	6000
AUG24-000121	05/24/2024	Plumbing	Residential New Construction	3473	210TH	JASON L FRIESZ	PIPERS PLUMBING	43200
AUG24-000122	05/29/2024	Building	Deck/Porch	24647	18TH	TRAVIS L J LUND	TRAVIS L J LUND	2000
AUG24-000123	05/30/2024	Building	Residential Siding	5894	COUNTY ROAD 136	DUSTIN AHMANN	MIKE SCHLANGEN CONSTRUCTION	40000
AUG24-000124	05/30/2024	Mechanical	Residential Furnace	24454	18TH	TROY A & CYNTHIA M SCHMIDT	NEIGHBORHOOD PLUMBING & HEATING	8000
AUG24-000125	05/30/2024	Building	Residential Roofing	23974	69TH	BRIAN & VICTORIA WEISEN	COMMITTED 365 ROOFING & EXTERIORS LLC	35000



SMITHSCHAFFER

CITY OF ST. AUGUSTA

JUNE 4, 2024

AUDIT

- Audit Opinion
 - Provides reasonable, but not absolute, assurance that financials are free of material misstatement
 - Audit procedures include: outside confirmation of certain balances and transactions, sample tests of documentary evidence, inquiries of employees and management, analytical procedures applied to balances and certain other testing procedures
 - Unmodified opinion – Financial Statements fairly stated in all material respects
- Minnesota Legal Compliance
 - Seven areas required to be tested by the State of Minnesota: contracting and bidding, deposits and investments, conflicts of interest, public indebtedness, claims and disbursements, miscellaneous provisions and tax increment financing. The items required to be tested for each area are listed in the Office of the State Auditor's Minnesota Legal Compliance Guide for Political Subdivisions
 - Testing covered all of the listed areas and consisted of inquiries, sighting of documents and testing on a sample basis
 - No exceptions noted

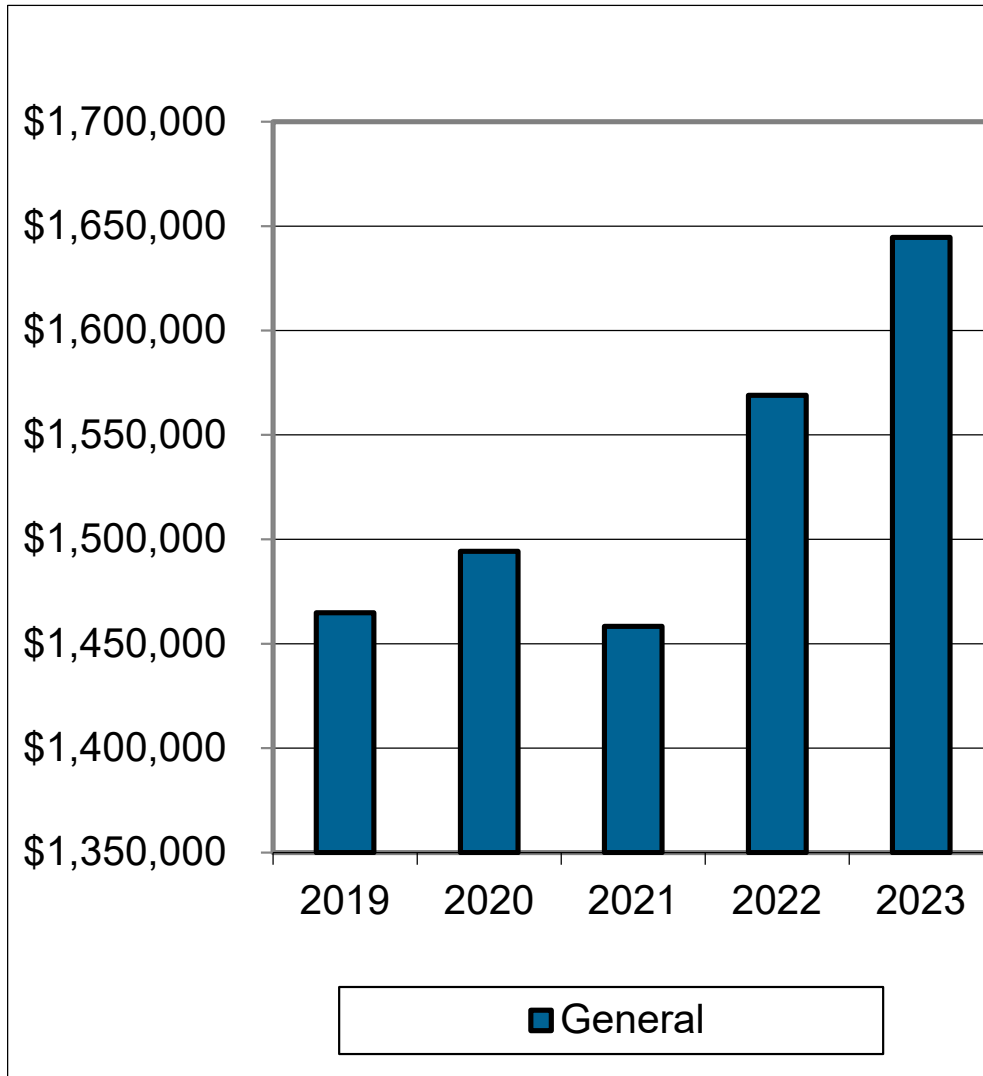
FUND TYPES

- **Governmental**
 - General Fund
 - Special Revenue Fund
 - Debt Service Fund
 - Capital Projects Fund
- **Enterprise**
 - Water
 - Sewer
 - Street Light Utility
 - Storm Water

Governmental Funds

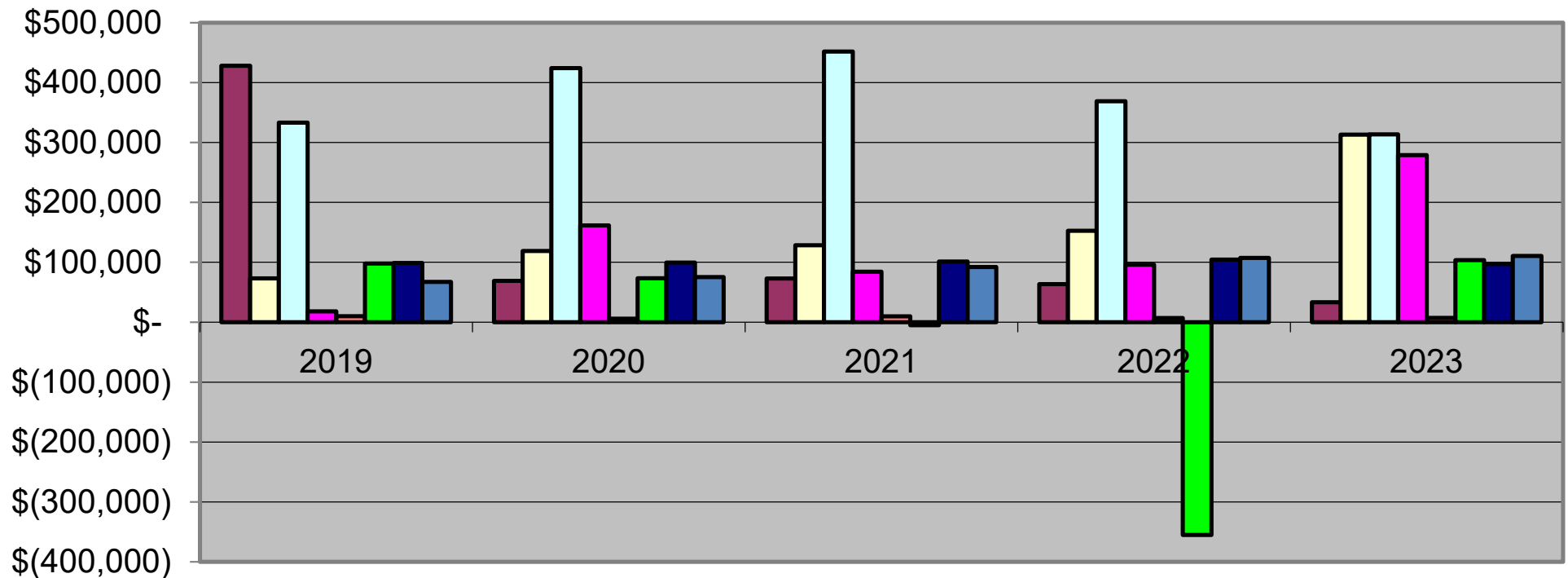
Revenues

PROPERTY AND SALES TAX REVENUES



- Property and sales tax revenues in total increased by 5% in 2023, 8% in 2022, decreased by 2% in 2021, and increased by 2% in 2020, and less than 1% in 2019.
- In 2023, property and sales tax revenues represented 57% of governmental revenues excluding transfers
- Property and sales tax revenues have grown from \$1,464,865 in 2019 to \$1,644,605 in 2023

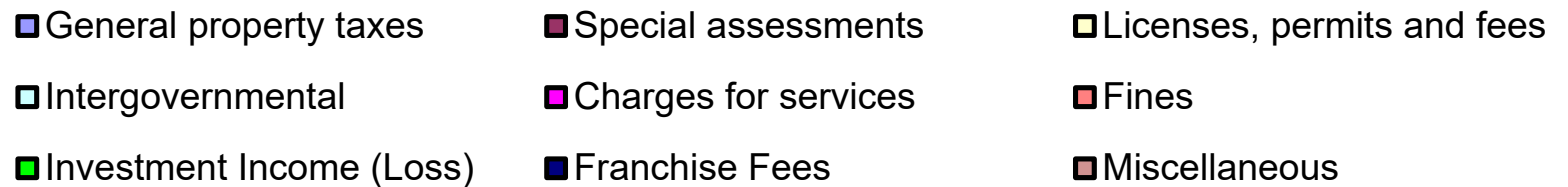
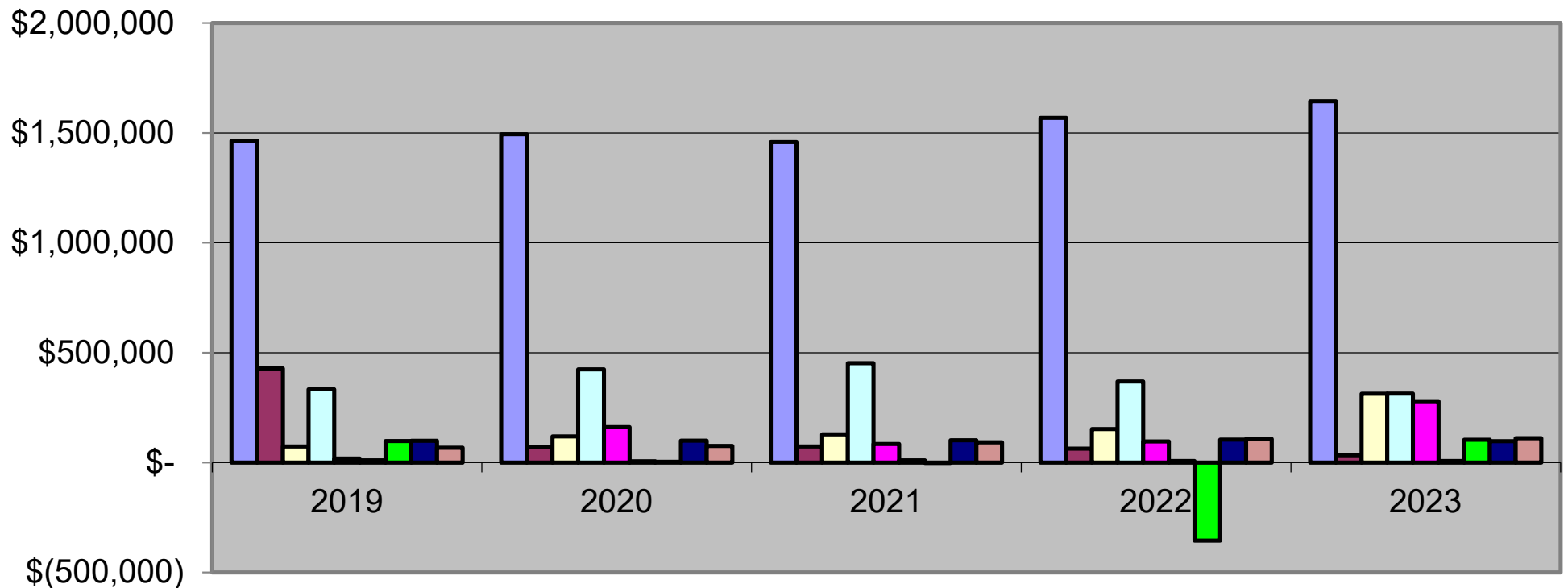
OTHER GOVERNMENTAL FUND REVENUES



■ Special assessments
 ■ Intergovernmental
 ■ Fines
 ■ Franchise Fees

■ Licenses, permits and fees
 ■ Charges for services
 ■ Investment Income (Loss)
 ■ Miscellaneous

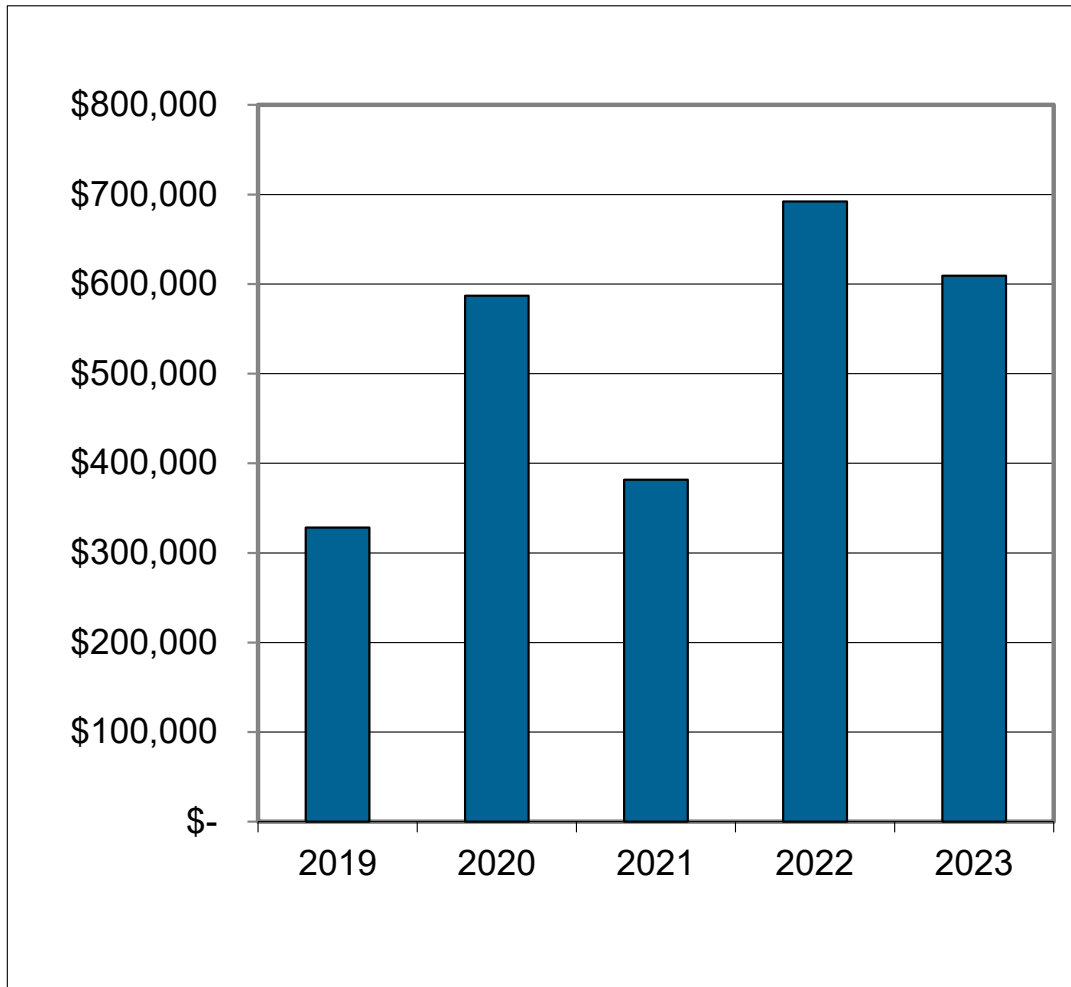
TOTAL GOVERNMENTAL FUND REVENUES



Governmental Funds

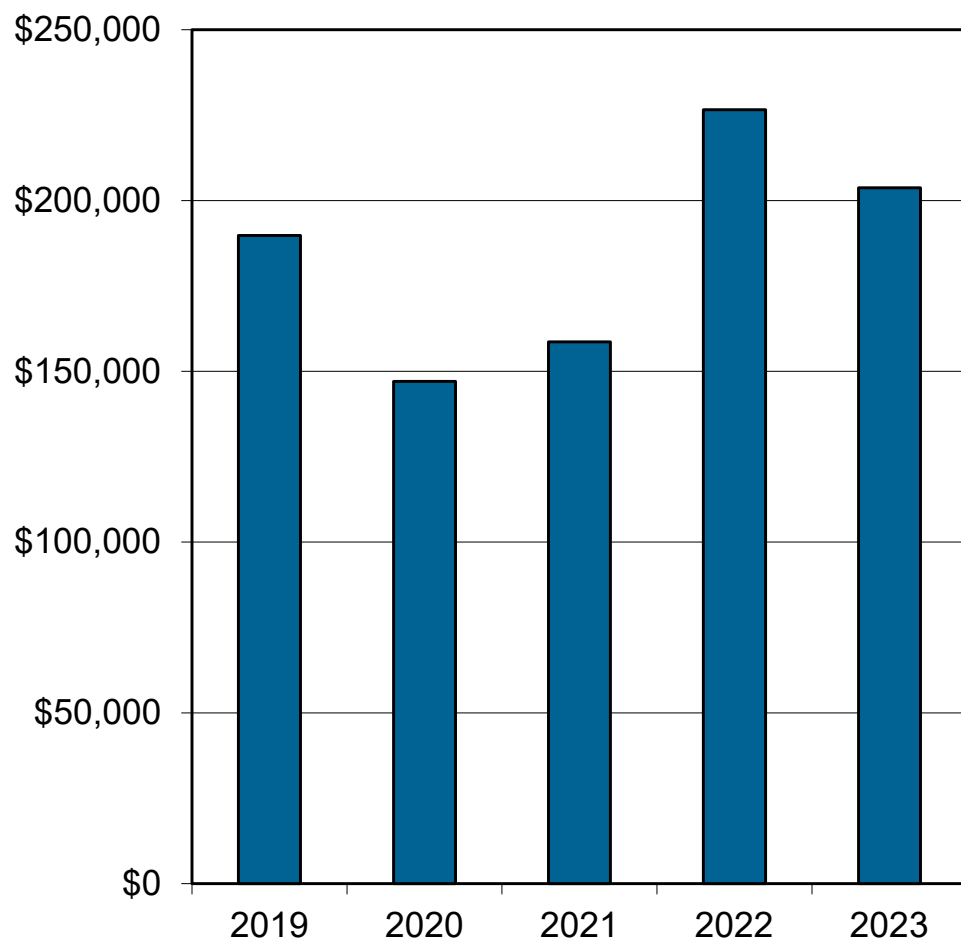
Expenditures

GENERAL GOVERNMENTAL EXPENDITURES



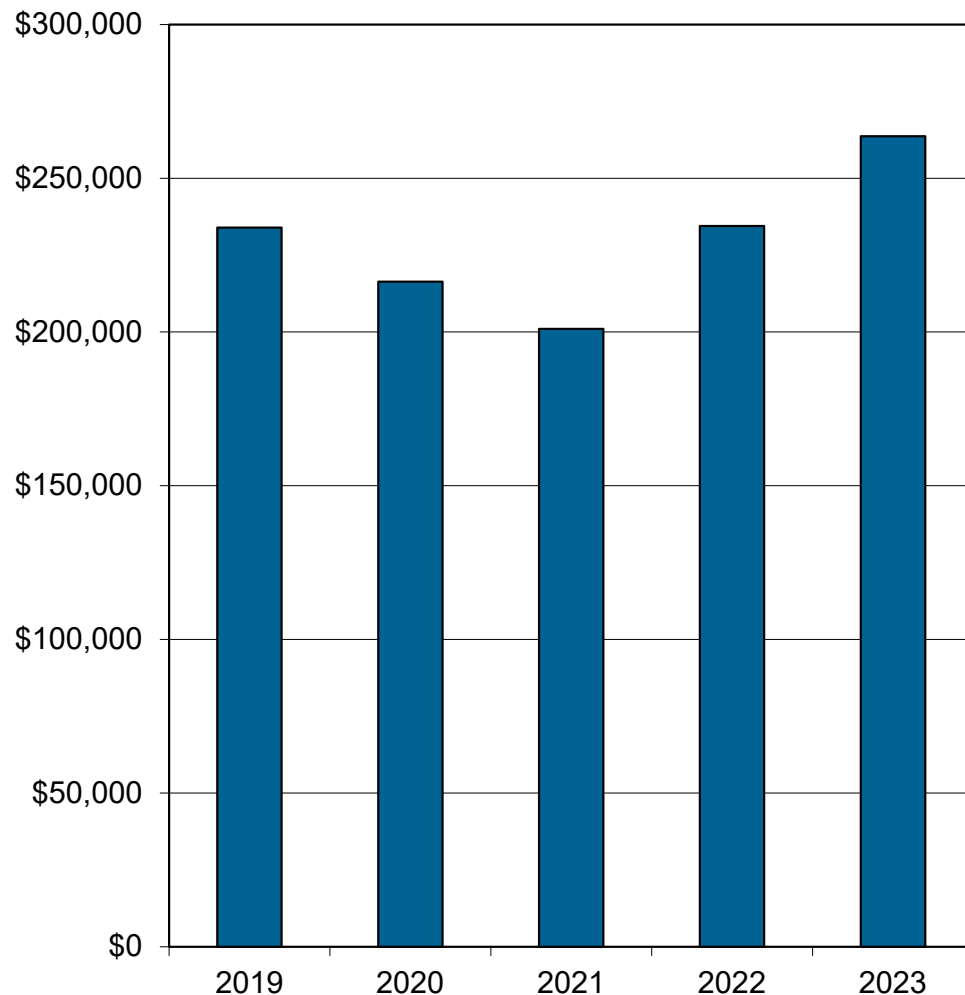
- Includes city clerk, mayor and council, planning commissions, elections, and other general government
- Represented 43% of governmental expenditures (excluding capital projects and debt service) in 2023
- Totaled \$609,402 in 2023, a decrease of \$82,939 (12%) from 2022 due primarily to expenditures in 2022 to expand broadband services and to purchase new water meters

PUBLIC SAFETY EXPENDITURES



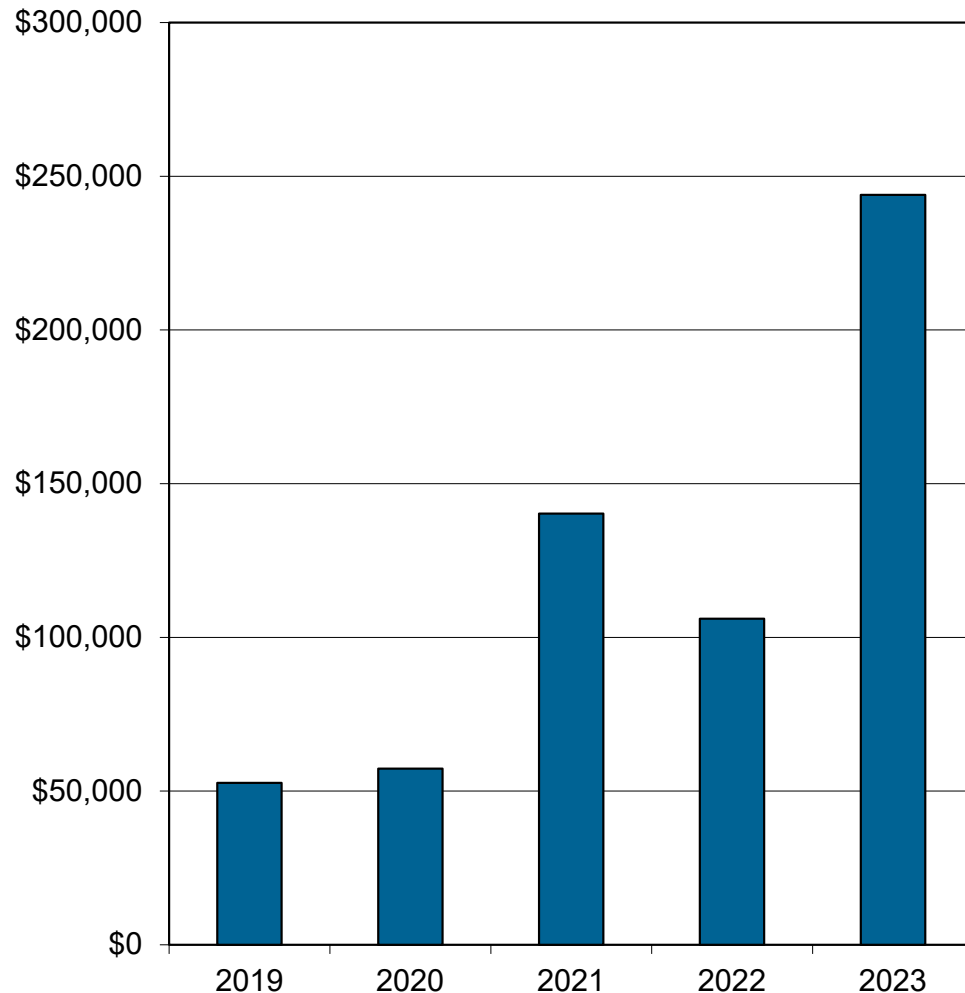
- Includes police and fire protection
- Public Safety represented about 14% of total governmental expenditures (excluding capital projects and debt service) in 2023
- Totaled \$203,757 in 2023, a decrease of \$22,839 (10%) from 2022 due primarily to higher repairs and maintenance supplies, training salaries and related costs in 2022

PUBLIC WORKS EXPENDITURES



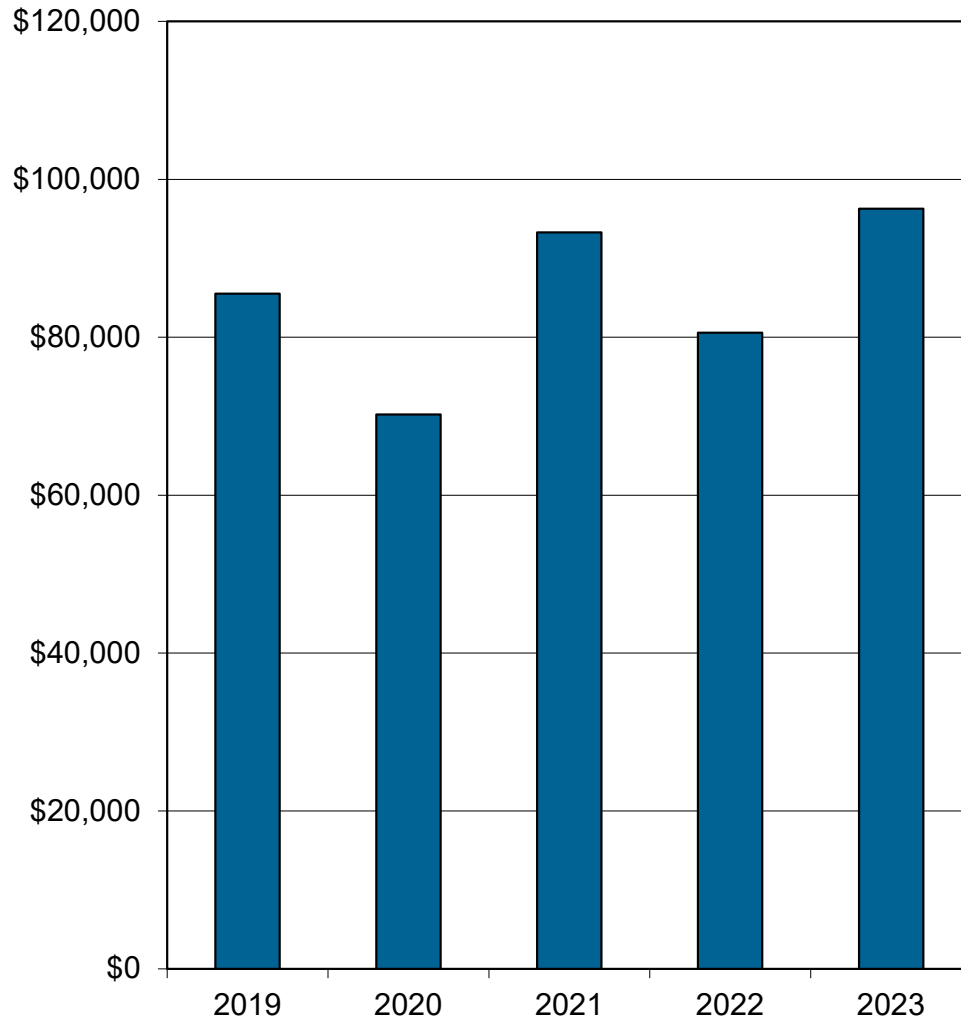
- Includes personnel services, outside services, supplies and street maintenance materials
- Totaled \$263,726 in 2023 and \$234,482 in 2022 – an increase of approximately 12%

BUILDING INSPECTOR EXPENDITURES



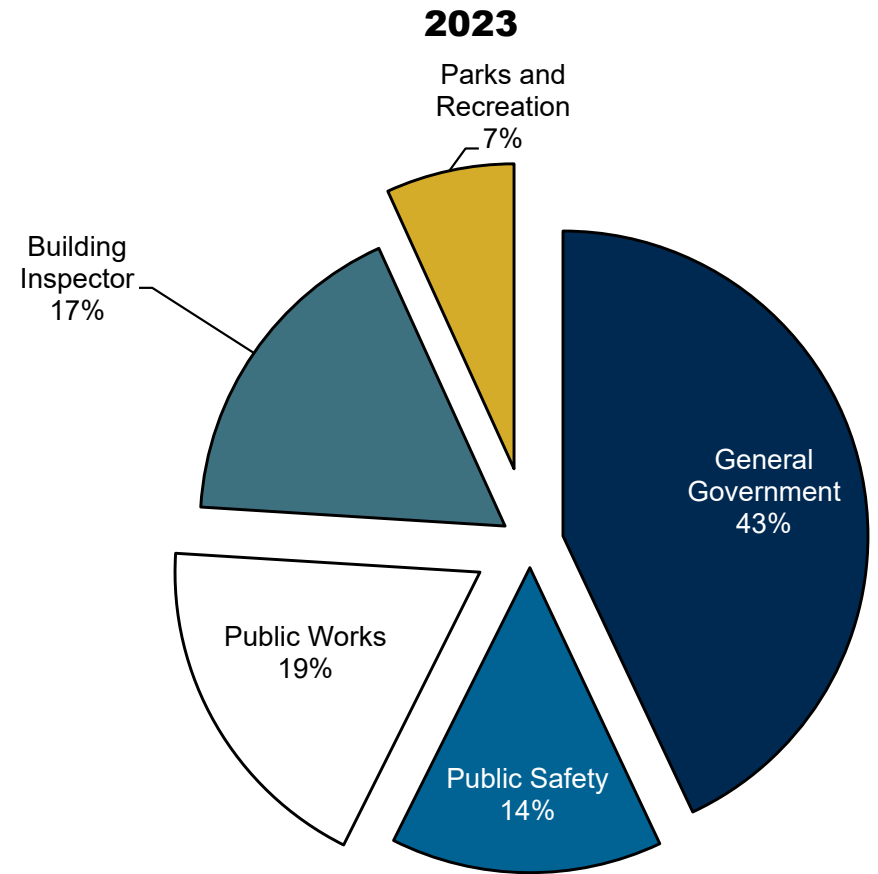
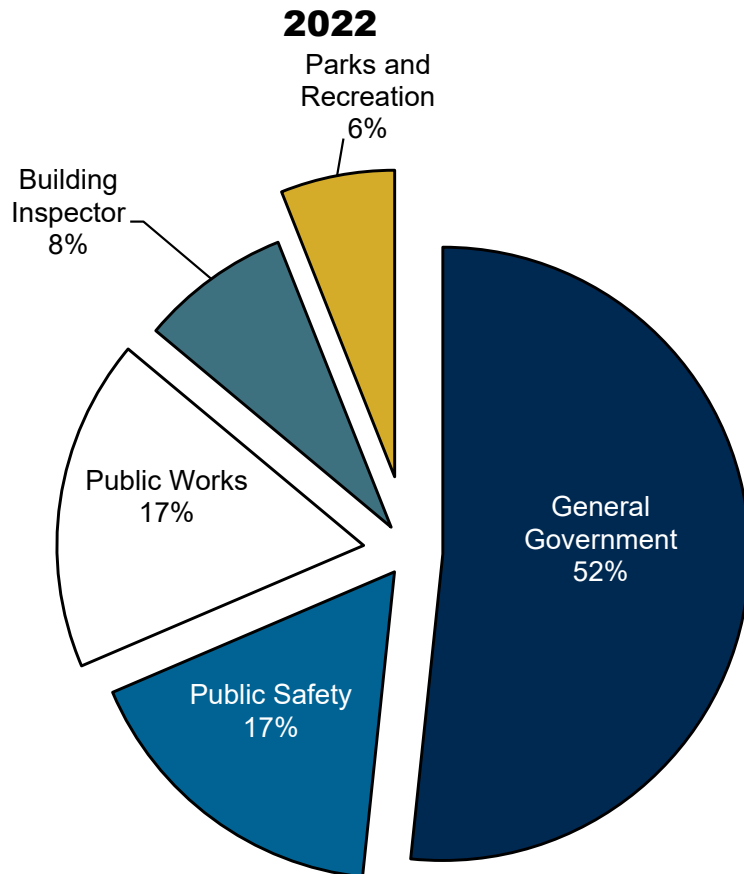
- Includes support services, building permit surcharge and electrical inspections
- Totaled \$243,970 in 2023 and \$106,071 in 2022 – an increase of approximately 130% due primarily to higher inspection costs for large commercial projects in the current year

PARKS AND RECREATION EXPENDITURES



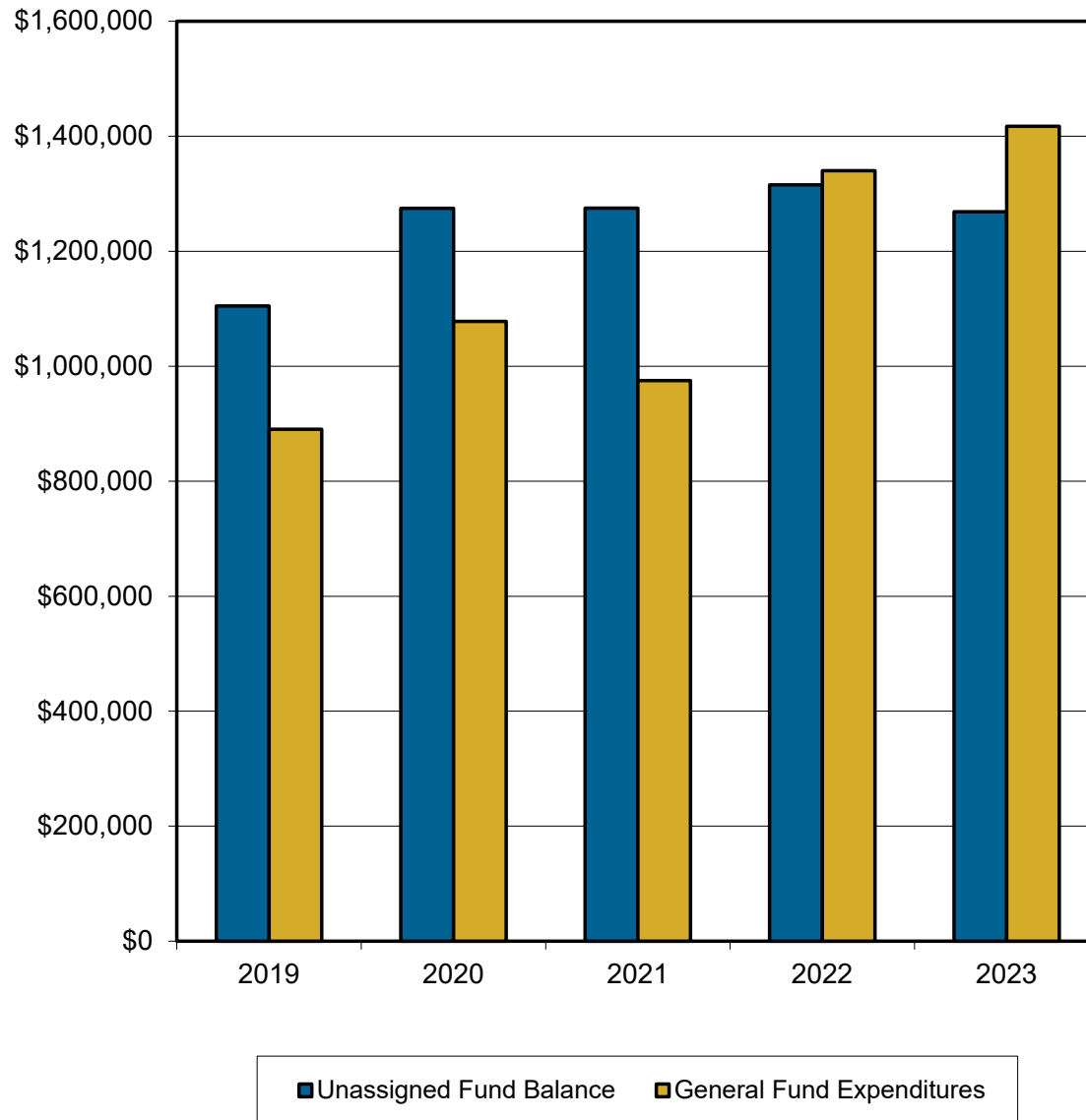
- Primarily salaries and related benefits, insurance, supplies and utilities
- Totaled \$96,282 in 2023 and \$80,572 in 2022 – an increase of 19% due primarily to higher expenditures in 2023 for repairs and maintenance supplies

GOVERNMENTAL FUND EXPENDITURES



General Fund Reserves

GENERAL FUND - RESERVES



- Unassigned General Fund balance as a % of General Fund expenditures
 - 2023 90%
 - 2022 98%
 - 2021 152%
 - 2020 118%
 - 2019 124%
- State Auditor recommendation is 35 to 50% in unassigned fund balance

PURPOSES AND BENEFITS OF RESERVES

Purpose of Reserves

- Cash flow timing differences
- Intergovernmental revenue cutbacks
- Capital outlay replacement
- Emergency or unanticipated expenditures
- Special City Council projects
- Unfunded mandates

Benefits of Reserves

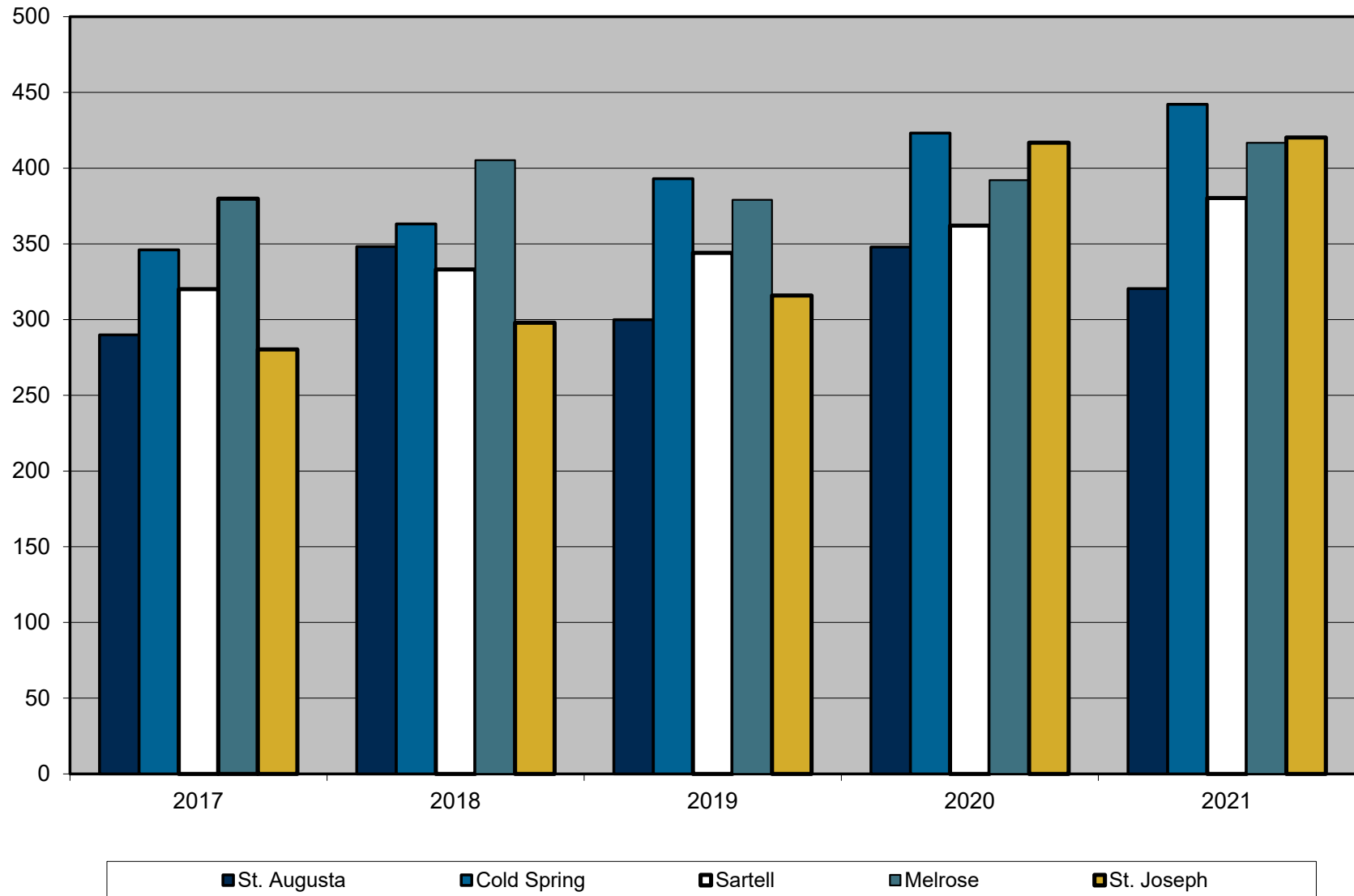
- Favorable bond rating
- Higher investment earnings
- Provides resources for minor projects or feasibility reports
- Avoids temporary overdrafts prior to major receipts
- Allows time to study effects of revenue cuts
- Avoids overburdening of annual budgets for certain capital outlay
- Provides the City greater options to deal with unexpected events

City Financial Data Comparison

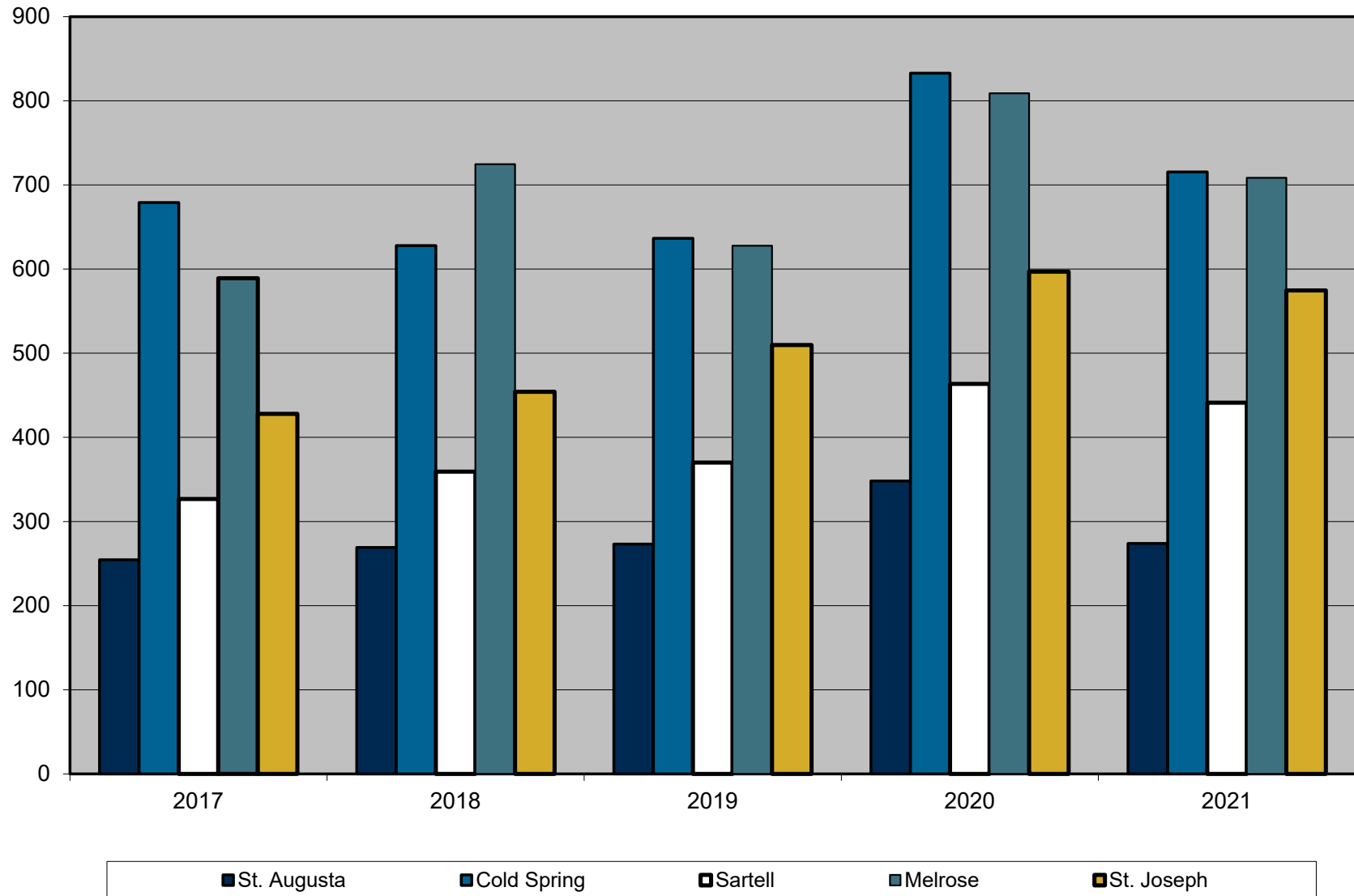
CITY FINANCIAL DATA COMPARISON

- City financial data comparative information taken from city reporting forms submitted to the Office of the State Auditor
 - Most recent information available is for 2021
- Compared property tax revenue and current expenditures per capita for St. Augusta to four other area cities: Cold Spring, Sartell, Melrose and St. Joseph
 - Current expenditures include General Government, Public Safety, Public Works, Parks and Recreation
- St. Augusta ranked 230th out of 231 cities with populations of 2,500 or more for current expenditures per capita in 2021
 - Ranked 226th out of 229 cities in 2020, 226th out of 226 cities in 2019, 232nd out of 233 cities in 2018, and 229th out of 229 cities in 2017

PROPERTY TAX REVENUE (PER CAPITA)

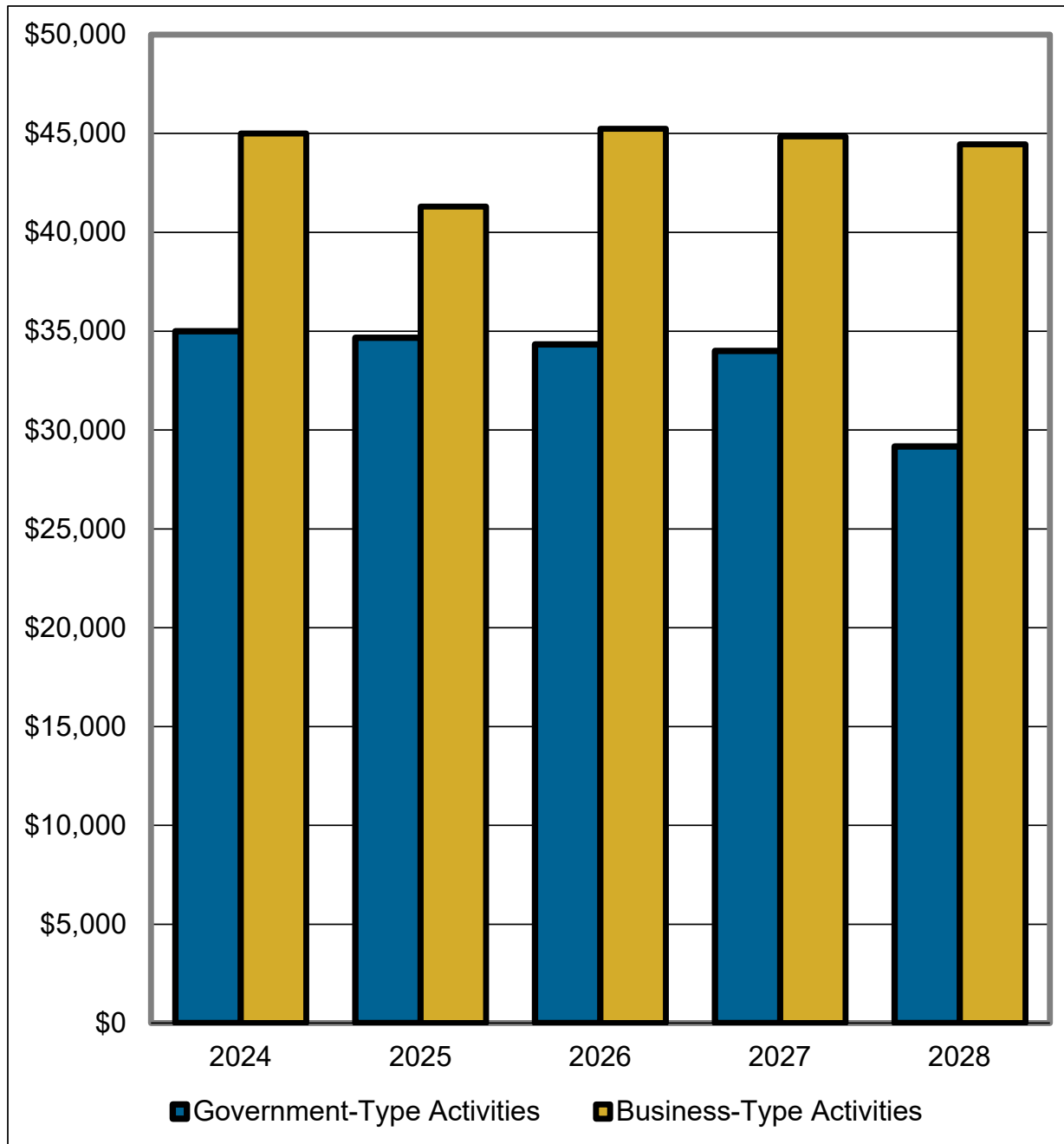


TOTAL CURRENT EXPENDITURES (PER CAPITA)



Debt Service

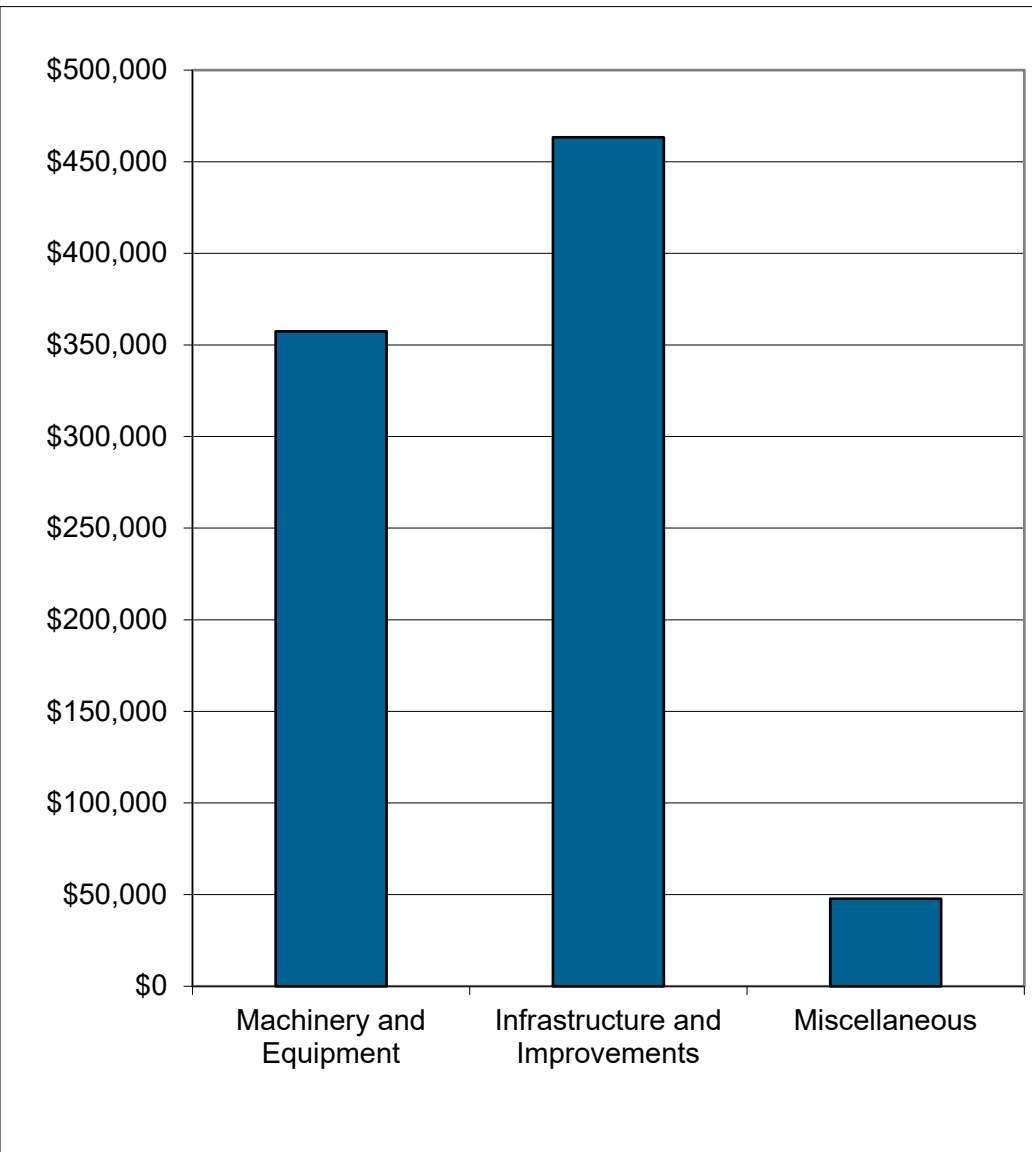
5-YEAR DEBT SERVICE REQUIREMENTS



- All debt payments are being paid on a timely basis
- Includes principal and interest
- City was able to pay off 2003 Sewer Revenue Bonds (\$216,562) and 2012A Refunding Bonds (\$235,000) in 2023 using proceeds received from the sale of its sewer plant capacity.

Capital Projects

CAPITAL OUTLAY EXPENDITURES

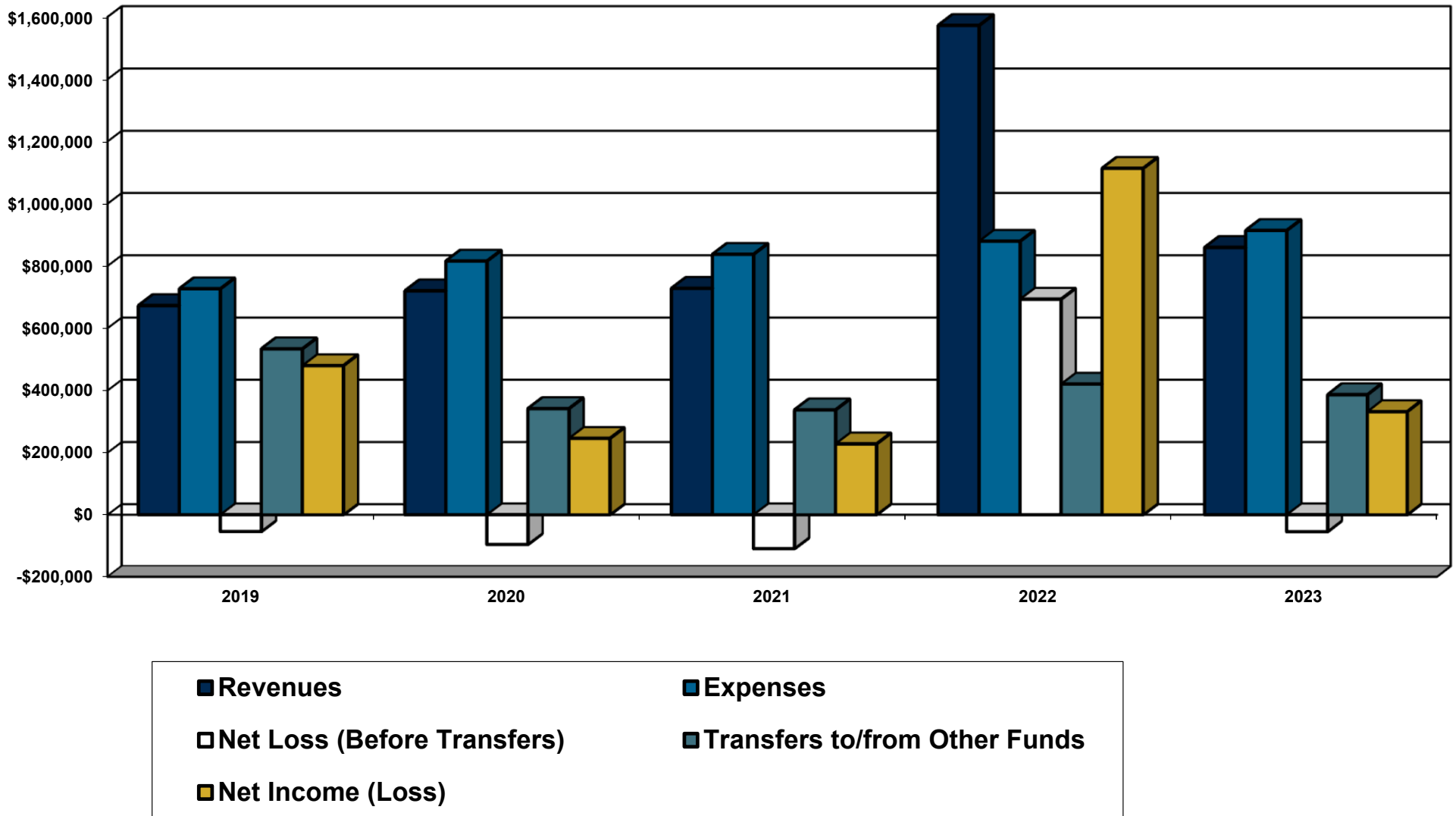


- Major capital outlay expenditures in 2023 were for:
 - Plow truck chassis and build out
 - 2023 street project
 - 2024 street project (in progress at year end)
 - Wheel loader and trailer
- Major capital outlay expenditures in 2022 were for:
 - 2022 street project
 - Grass rig and accessories
 - Kiffmeyer Park parking lot pavement

Enterprise Funds

Operational Trends

ENTERPRISE FUNDS



ENTERPRISE FUNDS (CONTINUED)

- Water, sewer, street light and storm water utility services supported by ratepayers
- Population and commercial industrial growth has been growing again in the past five years, resulting in relatively increasing operating revenues, operating expenses, other income and other expense
- Revenues include charges for services, special assessment income, investment earnings and grant revenue
 - Large increase in 2022 due primarily to sale of City's sewer plant capacity to the City of Foley
- Expenses include cost of services, personnel, depreciation, materials and supplies, investment losses and interest expense
 - Net income before depreciation and transfers for 2023 was \$208,164

SUMMARY

- **Unmodified audit opinion**
- **No Minnesota Legal Compliance exceptions in 2023**
- **Unassigned general fund balance of \$1,268,664 (90% of 2023 expenditures)**
- **Bonds and notes outstanding of \$861,854 at 12/31/23, a decrease of \$953,209 from 12/31/22**



St. Augusta Fire Department

Physical Address: 23415 43rd Ave.

Mailing Address: 1914 250th St. * St. Augusta, MN 56301

Phone: (320) 258-0240 * Fax: (320) 258-0239

E-mail: fire.hall@staugustafd.org

Fire Chief: Joe Kramer * Asst. Fire Chief: Shawn Steinhofner

April 2024 Run report

Emergency calls as of report date:

- 4-2-24 Medical
- 4-4-24 Medical
- 4-12-24 Medical
- 4-13-24 Medical
- 4-13-24 Medical #1
- 4-14-24 Medical #2
- 4-14-24 Medical
- 4-14-24 Medical #3
- 4-15-24 Medical #4
- 4-17-24 Medical #5
- 4-18-24 Medical
- 4-18-24 Medical
- 4-22-24 Medical
- 4-25-24 Medical
- 4-26-24 Medical
- 4-28-24 Medical

16 calls for April

50 calls for 2024 (32 calls as of this date last year)

Monthly training:

April's training we trained on our grass fire equipment, Fire Inc held a fire ground OPS class along with water management. We also had EMR refresher training on the 5th Monday.



St. Augusta Fire Department

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Mailing Address: 1914 250th St. * St. Augusta, MN 56301

Phone: (320) 258-0240 * Fax: (320) 258-0239

E-mail: fire.hall@staugustafd.org

Fire Chief: Joe Kramer * Asst. Fire Chief: Shawn Steinhofner

May 31st, 2024

Dear City Council,

The promotion committee conducted a interview of one candidate for the open Firefighter position. We evaluated the results from our interview process and came up with the following recommendation. To hire the canidate upon a approved background check.

1. Ryan Blake

Sincerely,

Joe Kramer
Chief
St. Augusta Fire Department

From: MIKE@powerhouse.cc
Subject: Paul, here is the quote that you requested from Powerhouse Outdoor Equipment Inc.
Date: May 29, 2024 at 11:21:27 AM
To: PHoIIERmANn@hotmail.com

Thank you,

Please contact your Sales Representative with any question/concerns. We thank you for giving us the opportunity to do business with you!

Q U O T A T I O N

PAGE: 1

Powerhouse Outdoor Equipment Inc.
P.O. BOX 278
207 East Cedar St.
ST. JOSEPH, MN 56374
Phone #: (320)363-7478

PHONE #: (320)654-0387 DATE: 5/22/2024
CELL #: (320)980-4050 ORDER #: 405980
ALT. #: (320)267-6959 Ext: bob CUSTOMER #: 1406
P.O.#: Paul CP: MIKE
TERMS: NET 10TH EOM LOCATION: 1
SALES TYPE: Quote STATUS: Active

BILL TO 1406

CITY OF ST. AUGUSTA
1914 250TH ST.
ST AUGUSTA, MN 56301

SHIP TO

1914 250TH ST.
ST AUGUSTA, MN 56301

MFR	PRODUCT NUMBER	DESCRIPTION	QTY	PRICE	NET	TOTAL
EXM	LZX993EBV726X1	Lazer Z X-Series 37 HP* Briggs Vanguard EFI 993 Oil Guard w/	1	\$19,699.00	\$15,759.00	\$15,759.00
JD	Z997R	Z997R 72" DIESEL 900 hours 2016	-1	\$7,500.00	\$7,500.00	(\$7,500.00)

***Due to current market conditions quote pricing and availability can not be guaranteed unless inventory is in-stock

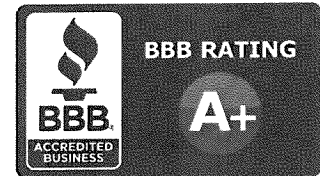
SUBTOTAL:	\$8,259.00
TAX:	\$0.00
ORDER TOTAL:	<u>\$8,259.00</u>

Quote

HANSON PAVING
3636 QUAIL RD NE
SAUK RAPIDS, MN 56379
(320) 259-7874



Date	Estimate #
5/31/2024	13985



Member Since 2007

Quote good for 30 days

City of St Augusta
1914 250th St
St. Augusta, MN 56301
Attn: Bill McCabe

If you have any questions
please contact Jeff at
320-249-1290

Customer Phone

320-237-5763

Cash, check, credit/debit card accepted. Please note a 2% processing fee will be applied to any credit/debit card transactions.

Description	Qty	Cost	Total
115th St and 28th Ave - 2 Spots 165 X 25 Approx 4125 Sq ft 24 X 12 Approx 288 Sq ft Price includes: Mill ends, Sweep, Tack, Pave 2" compacted new asphalt overlay		7,500.00	7,500.00
225th St by House 22501 - 8 Spots 3 spots- 8 X 11, 1 spot - 8 X 9, 1 spot - 30 X 24, 1 spot - 57 X 24, 1 spot - 36 X 24, 1 spot - 62 X 14 Approximately 3980 Sq ft All areas: Mill outer edge, Sweep, Tack, Pave 1 1/2" to 2" compacted new asphalt overlay		10,000.00	10,000.00
Cul-de-sac by 23755 41st Ave Approximately 6,000 Sq ft Remove south half of cul-de-sac and pave 3 1/2" compacted new asphalt in 2 lifts North half of cul-de-sac Pave 2" compacted new asphalt overlay		13,750.00	13,750.00
1914 250th St - Behind Shop Area behind shop - Approx 8900 Sq ft Shape existing gravel and leave excess onsite Pave 4" compacted new asphalt in 2 lifts Mill approximately 14 X 28 and patch with asphalt the area by dumpster		28,850.00	28,850.00
Improvement - No Sales Tax Chargeable		0.00%	0.00

****New asphalt may be driven ACROSS after 2 to 3 days but not parked on.**

****It can take up to 2 years for asphalt to fully cure hard**

****New asphalt may be parked on after 14 days but be careful on sunny days as the asphalt when curing will get soft.**

****Do NOT put tables and chairs on newly laid asphalt.**

****OWNER RESPONSIBLE FOR ALL SPRINKLER HEADS AND PRIVATE UTILITIES**

****NO BLACK DIRT, SEED, OR SOD INCLUDED**

****SOME JOBS MAY REQUIRE DRAINAGE CORRECTION INTO GRASS/LAWN AREA**

****CANNOT GUARANTEE COMPLETE DRAINAGE WITHOUT A 2% SLOPE**

****PERMITS NOT INCLUDED**

****NOT RESPONSIBLE FOR DAMAGE TO EXISTING ASPHALT/CONCRETE THAT WE MAY HAVE TO CROSS**

By signing this quote you are accepting the payment terms (including any accrued finance charges) and agreeing to be personally liable for the obligations

Signature & Date

HANSON PAVING ASPHALT WARRANTY

5 year warranty on major deterioration of asphalt

1 year warranty on spider cracking

Within the first year it is possible for the asphalt to get one or two single relief cracks - these are not warrantied.



Granite City Paving LLC
PO Box 361, Foley, MN 56329
320-266-8820
karle@granitecitypavingllc.com



Estimate

DATE May 30, 2024
Estimate # 6036

Customer:
City Of St. Augusta

Project: 2024 Street Patching/Parking Lot

Location: Various Locations

Description	Approx. Quantity	Unit	Unit Price	Total
Parking Lot: Remove excess gravel material (leave onsite), shape and compact gravel base and placement of 3.5" of new bituminous pavement (2 lifts)	8600	Sq Ft		\$26,250.00
48th Ave: Remove approx. 50' x 32' area of existing pavement, replace with 2.0" of new bituminous pavement in this area. Mill joints and overlay entire cul-de-sac with 1.5" of new bituminous pavement	4450	Sq Ft		\$9,500.00
215th St - 28th Ave: 170' x 25' area to be overlayed with 1.5" of new bituminous pavement w/ milled joints on each end // 12' x 25' area to be milled and replaced with 2.0" of new bituminous pavement	4550	Sq Ft		\$7,500.00
225th St - 13th Ave: Mill and replace areas with 2.0" of new bituminous pavement (8 areas)	4150	Sq Ft		\$11,750.00
TOTAL:				\$55,000.00

Notes:

- **Estimate valid for 15 days**
- Add 3% to Contract Total if Bond Required
- Owner is responsible for all private utilities and sprinkler heads
- Black dirt, seeding and/or sod is not included in estimate
- Permits are not included/Owner is responsible for obtaining permit if required by city/township/county etc.
- Testing is not included
- Layout/Striping not included
- All new asphalt to be B - Oil

Payment Terms:

- Payment to be made within **15 Days** of Completion

The above prices, specifications and conditions are satisfactory and are hereby accepted. Payments will be made as outlined above.

Signature

Date of Acceptance

ESTIMATE DATE: 5/27/2024



Bill McCabe
City of St. Augusta

St Augusta Patching 215th St and 28th Ave

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

Mill Patching

**Mill edges of patches to tie into existing asphalt
Tack asphalt prior to installing new asphalt
Install new asphalt and compact.**

4413 Square Feet of 2" Mill Patching:

Mill patching is the process of removing the top layer of asphalt as needed with a milling machine and thoroughly cleaning the asphalt to ensure adhesion with the bonding material and patch. In low, cracked or deteriorated areas, asphalt is milled to a level that will integrate the patch with concrete gutters, loading docks or any other structures. CSS1H tack material is applied to create a bond with the patch.

Excludes Gravel base material
Excludes sub base prep
Excludes permits
Excludes testing
Excludes soil corrections

Total Bid: \$9,323

Terms

30% Down Payment

Net 15 Days

Price is good for 15 days from sent date.

Fuel surcharge of 1% of contract price for every .25 increase at pump price over 5.00.

This is a quotation on the goods named, subject to the conditions noted below: Diversified provides a 1 - year warranty unless stated otherwise in the description above. We do not guarantee water drainage on any surface that is less than 1.5% slope at the time of paving as this is the industry standard. Any alterations or deviations from the specifications which

are requested by the owner/general contractor which involve extra costs shall become extra charges to the owner/general contractor over and above the price specified above. Said extra charges shall be computed at the usual and customary rates of DIVERSIFIED PAVING generally applicable to the type of work involved. Diversified paving is released from all warranty of the asphalt installation due to cold weather paving as it is not recommended to perform asphalt paving in temps under 35 degrees. An interest charge at the rate of 1.5% per month shall be charged on any balance 30 days past due. Payment schedule is specified. DIVERSIFIED PAVING shall have the right to cease work immediately and to demand either a payment bond or an escrow of funds for the work it is to do if it has a reasonable basis to believe the owners or general contractors financial responsibility is impaired. DIVERSIFIED PAVING may terminate this agreement if such demand is not met within 14 days. DIVERSIFIED Paving may file appropriate liens or bond claims, as the case may be, to assure payment of the work completed up to date of termination. The owner/general contractor, by acceptance of this proposal, agrees to pay all cost of collections, including reasonable attorney's fees incurred, in order to recover any amounts due or to become due herein. Liens or bond claims will be filed within the periods prescribed by law if any balance due herein becomes 45 days past due. Owner is responsible for all sprinkler heads and private utilities. No black dirt, seed or sod included. Some jobs may require drainage correction into grass/lawn area this would require re-grading of that area. Permits not included unless noted in proposal.

Sincerely,
Diversified Paving

Paul Reinert
President

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

Signature:_____ Date:_____.

ESTIMATE DATE: 5/27/2024



Bill McCabe
City of St. Augusta

St Augusta Patching 225th St and 13th Ave

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

Mill Patching (\$10,220)

**Mill edges of patches to tie into existing asphalt
Tack asphalt prior to installing new asphalt
Install new asphalt and compact.**

4285 Square Feet of 2" Mill Patching:

Mill patching is the process of removing the top layer of asphalt as needed with a milling machine and thoroughly cleaning the asphalt to ensure adhesion with the bonding material and patch. In low, cracked or deteriorated areas, asphalt is milled to a level that will integrate the patch with concrete gutters, loading docks or any other structures. CSS1H tack material is applied to create a bond with the patch.

Excludes Gravel base material
Excludes sub base prep
Excludes permits
Excludes testing
Excludes soil corrections

Total Bid: \$10,220

Terms

30% Down Payment

Net 15 Days

Price is good for 15 days from sent date.

Fuel surcharge of 1% of contract price for every .25 increase at pump price over 5.00.

This is a quotation on the goods named, subject to the conditions noted below: Diversified provides a 1 - year warranty unless stated otherwise in the description above. We do not guarantee water drainage on any surface that is less then 1.5% slope at the time of paving as this is the industry standard. Any alterations or deviations from the specifications which

are requested by the owner/general contractor which involve extra costs shall become extra charges to the owner/general contractor over and above the price specified above. Said extra charges shall be computed at the usual and customary rates of DIVERSIFIED PAVING generally applicable to the type of work involved. Diversified paving is released from all warranty of the asphalt installation due to cold weather paving as it is not recommended to perform asphalt paving in temps under 35 degrees. An interest charge at the rate of 1.5% per month shall be charged on any balance 30 days past due. Payment schedule is specified. DIVERSIFIED PAVING shall have the right to cease work immediately and to demand either a payment bond or an escrow of funds for the work it is to do if it has a reasonable basis to believe the owners or general contractors financial responsibility is impaired. DIVERSIFIED PAVING may terminate this agreement if such demand is not met within 14 days. DIVERSIFIED Paving may file appropriate liens or bond claims, as the case may be, to assure payment of the work completed up to date of termination. The owner/general contractor, by acceptance of this proposal, agrees to pay all cost of collections, including reasonable attorney's fees incurred, in order to recover any amounts due or to become due herein. Liens or bond claims will be filed within the periods prescribed by law if any balance due herein becomes 45 days past due. Owner is responsible for all sprinkler heads and private utilities. No black dirt, seed or sod included. Some jobs may require drainage correction into grass/lawn area this would require re-grading of that area. Permits not included unless noted in proposal.

Sincerely,
Diversified Paving

Paul Reinert
President

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

Signature:_____ Date:_____.

ESTIMATE DATE: 5/27/2024



Bill McCabe

St Augusta 48th ave Patching

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

Mill Patching (\$1,225)

Mill Patching of bad areas prior to overlay

These areas will be removed to gravel and patched in with new asphalt

540 Square Feet of 2" patching

Remove broken asphalt to gravel surface

Grade and compact gravel

Install new asphalt.

Excludes Gravel base material

Excludes sub base prep

Excludes permits

Excludes testing

Excludes soil corrections

2" Asphalt Overlay (\$7,950)

2" Asphalt Overlay of cul-de- sac

5126 Square Feet of 2" Mill and Overlay:

Asphalt is milled to a level that will integrate the overlay with concrete gutters, loading docks or any other structures. Surface is swept clean. CSS1H tack material is applied to create a bond with the prepared surface and then installing a MNDOT spec asphalt to 2" average compacted thickness.

Thickness is measured in the finished rolled state. The measurements are an average.

Excludes Gravel base material

Excludes sub base prep

Excludes permits

Excludes testing

Excludes soil corrections

Total Bid: \$9,175

Terms

30% Down Payment

Net 15 Days

Price is good for 15 days from sent date.

Fuel surcharge of 1% of contract price for every .25 increase at pump price over 5.00.

This is a quotation on the goods named, subject to the conditions noted below: Diversified provides a 1 - year warranty unless stated otherwise in the description above. We do not guarantee water drainage on any surface that is less than 1.5% slope at the time of paving as this is the industry standard. Any alterations or deviations from the specifications which are requested by the owner/general contractor which involve extra costs shall become extra charges to the owner/general contractor over and above the price specified above. Said extra charges shall be computed at the usual and customary rates of DIVERSIFIED PAVING generally applicable to the type of work involved. Diversified paving is released from all warranty of the asphalt installation due to cold weather paving as it is not recommended to perform asphalt paving in temps under 35 degrees. An interest charge at the rate of 1.5% per month shall be charged on any balance 30 days past due. Payment schedule is specified. DIVERSIFIED PAVING shall have the right to cease work immediately and to demand either a payment bond or an escrow of funds for the work it is to do if it has a reasonable basis to believe the owners or general contractors financial responsibility is impaired. DIVERSIFIED PAVING may terminate this agreement if such demand is not met within 14 days. DIVERSIFIED Paving may file appropriate liens or bond claims, as the case may be, to assure payment of the work completed up to date of termination. The owner/general contractor, by acceptance of this proposal, agrees to pay all cost of collections, including reasonable attorney's fees incurred, in order to recover any amounts due or to become due herein. Liens or bond claims will be filed within the periods prescribed by law if any balance due herein becomes 45 days past due. Owner is responsible for all sprinkler heads and private utilities. No black dirt, seed or sod included. Some jobs may require drainage correction into grass/lawn area this would require re-grading of that area. Permits not included unless noted in proposal.

Sincerely,
Diversified Paving

Paul Reinert
President

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

Signature:_____ Date:_____.

ESTIMATE DATE: 5/27/2024



Bill McCabe
City of St. Augusta

St Augusta City Shop Paving

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

Pave the remainder of the gravel area on north end of parking lot and north entrance of shop.

Grade and remove current base material to allow for the install of new asphalt and maintain proper water drainage.

Patch 30'x22' are by dumpsters.

Install 3" Asphalt Paving

8400 Square Feet of 3" Asphalt Paving:

This process includes paving asphalt in one layer at finished rolled thickness of 3".
Measurements are measured in an overall average.

Total Bid: \$24,825

Terms

30% Down Payment

Net 15 Days

Price is good for 15 days from sent date.

Fuel surcharge of 1% of contract price for every .25 increase at pump price over 5.00.

This is a quotation on the goods named, subject to the conditions noted below: Diversified provides a 1 - year warranty unless stated otherwise in the description above. We do not guarantee water drainage on any surface that is less than 1.5% slope at the time of paving as this is the industry standard. Any alterations or deviations from the specifications which

are requested by the owner/general contractor which involve extra costs shall become extra charges to the owner/general contractor over and above the price specified above. Said extra charges shall be computed at the usual and customary rates of DIVERSIFIED PAVING generally applicable to the type of work involved. Diversified paving is released from all warranty of the asphalt installation due to cold weather paving as it is not recommended to perform asphalt paving in temps under 35 degrees. An interest charge at the rate of 1.5% per month shall be charged on any balance 30 days past due. Payment schedule is specified. DIVERSIFIED PAVING shall have the right to cease work immediately and to demand either a payment bond or an escrow of funds for the work it is to do if it has a reasonable basis to believe the owners or general contractors financial responsibility is impaired. DIVERSIFIED PAVING may terminate this agreement if such demand is not met within 14 days. DIVERSIFIED Paving may file appropriate liens or bond claims, as the case may be, to assure payment of the work completed up to date of termination. The owner/general contractor, by acceptance of this proposal, agrees to pay all cost of collections, including reasonable attorney's fees incurred, in order to recover any amounts due or to become due herein. Liens or bond claims will be filed within the periods prescribed by law if any balance due herein becomes 45 days past due. Owner is responsible for all sprinkler heads and private utilities. No black dirt, seed or sod included. Some jobs may require drainage correction into grass/lawn area this would require re-grading of that area. Permits not included unless noted in proposal.

Sincerely,
Diversified Paving

Paul Reinert
President

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

Signature:_____ Date:_____.



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



May 31, 2024

Honorable Mayor and Council Members
Bill McCabe, City Administrator
City of St. Augusta
1914 250th Street
St. Augusta, MN 56301

RE: 2024 Otta Seal Improvements
48th Avenue & Beaver Lake Road
City of St. Augusta
Recommendation of Notice of Award
Moore No. 21008J

Honorable Mayor and Members of the Council,

On May 29, 2024, at 2:00 p.m., sealed bids were opened for the 2024 Otta Seal Improvements; 48th Avenue & Beaver Lake Road project. A total of 1 bid was opened with a base bid of \$140,733.40.

We have reviewed the bid and have determined that the lowest responsible bid was from Asphalt Surface Technologies Corporation (aka ASTECH Corp.) in the amount of \$140,733.40. Therefore, we recommend that a contract be awarded to Asphalt Surface Technologies Corporation.

Enclosed are the bid tabulation, statement of estimated cost, and Notice of Award for your consideration.

Please feel free to contact me with any questions or comments at 218-998-4041.

Sincerely,

John Morast, PE
Senior Project Manager

Enclosures

(Bid Tabulation, Statement of Estimated Cost – 05/31/24, Notice of Award – 06/04/24)

**BID TABULATION**

2024 Otta Seal Improvements
48th Avenue & Beaver Lake Road
St. Augusta, MN
Project No. 21008J
Bid Date: May 29, 2024

Asphalt Surface Technologies Corporation
aka ASTECH Corp.
PO Box 1025
St. Cloud, MN 56302

BID ITEM NO. & DESCRIPTION			UNIT	ESTIMATED QUANTITY	BID UNIT PRICE	BID PRICE
BASE BID						
1.	12000.000	Mobilization	LS	1	\$21,000.00	\$21,000.00
2.	2211.600	Aggregate Base Special (CV)	SY	120	\$38.52	\$4,622.40
3.	2215.000	Full Depth Reclamation	SY	10,940	\$2.65	\$28,991.00
4.	2357.000	Bituminous Otta Seal	SY	10,940	\$3.50	\$38,290.00
5.	2357.000	Bituminous Emulsion	GAL	10,940	\$3.50	\$38,290.00
6.	2563.000	Traffic Control	LS	1	\$2,500.00	\$2,500.00
7.	2573.000	Erosion Control	LS	1	\$7,040.00	\$7,040.00
				TOTAL		\$140,733.40

**2024 Otta Seal Improvements
48th Avenue & Beaver Lake Road
St. Augusta, MN**

Engineer's Preliminary Opinion of Cost

BID ITEM NO. & DESCRIPTION			UNIT	UNIT PRICE	QUANTITY	TOTAL
<u>Base Bid</u>						
1	12000	Mobilization	LS	\$13,790.00	1	\$13,790.00
2	2211.604	Aggregate Base Special (CV)	SY	\$35.00	120	\$4,200.00
3	2215.604	Full Depth Reclamation	SY	\$5.00	10,940	\$54,700.00
4	2357.604	Bituminous Otta Seal	SY	\$2.00	10,940	\$21,880.00
5	2357.606	Bituminous Emulsion	GAL	\$3.00	10,940	\$32,820.00
6	2563.601	Traffic Control	LS	\$5,000.00	1	\$5,000.00
7	2573.601	Erosion Control	LS	\$2,500.00	1	\$2,500.00
Construction Total						\$134,890.00
Contingencies						\$13,489.00
TOTAL PROJECT COST						\$148,379.00

NOTICE OF AWARD

Date of Issuance: 06/04/2024

Owner: City of St. Augusta

Owner's Project No.:

Engineer: Moore Engineering, Inc.

Engineer's Project No.: 21008J

Project: 48th Avenue & Beaver Lake Road

Contract Name: 2024 Otta Seal Improvements

Bidder: Asphalt Surface Technologies Corporation (aka ASTECH Corp.)

Bidder's Address: PO Box 1025, St. Cloud, MN 56302

You are notified that Owner has accepted your Bid dated May 29, 2024, for the above Contract, and that you are the Successful Bidder and are awarded a Contract for the City of St. Augusta 2024 Otta Seal Improvement; 48th Avenue & Beaver Lake Road.

The Contract Price of the awarded Contract is \$140,733.40. Contract Price is subject to adjustment based on the provisions of the Contract, including but not limited to those governing changes, Unit Price Work, and Work performed on a cost-plus-fee basis, as applicable.

3 unexecuted counterparts of the Agreement accompany this Notice of Award, and one copy of the Contract Documents accompanies this Notice of Award, or has been transmitted or made available to Bidder electronically.

☒ Drawings will be delivered separately from the other Contract Documents.

You must comply with the following conditions precedent within 15 days of the date of receipt of this Notice of Award:

1. Deliver to Owner 3 counterparts of the Agreement, signed by Bidder (as Contractor).
2. Deliver with the signed Agreement(s) the Contract security (such as required performance and payment bonds) and insurance documentation, as specified in the Instructions to Bidders and in the General Conditions, Articles 2 and 6.
3. Deliver to Owner Supplemental Contractor Verification of Compliance in accordance with Minnesota Statute 16C.285 subd. 3 subclauses (1) to (7).

Failure to comply with these conditions within the time specified will entitle Owner to consider you in default, annul this Notice of Award, and declare your Bid security forfeited.

Within 10 days after you comply with the above conditions, Owner will return to you one fully signed counterpart of the Agreement, together with any additional copies of the Contract Documents as indicated in Paragraph 2.02 of the General Conditions.

Owner: City of St. Augusta

By (*signature*):

Name (*printed*):

Title:

Copy: Engineer

ESTIMATE DATE: 5/29/2024



Bill McCabe
City of St. Augusta

Beaver Lake Road and 48th ave

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

2" Asphalt Overlay of Beaver lake Road and 48th ave.

\$148,295.00

2" Asphalt Overlay

105500 Square Feet of 2" Mill at driveways and tie in points on street and Overlay:

Asphalt is milled to a level that will integrate the overlay with concrete gutters, loading docks or any other structures. Surface is swept clean. CSS1H tack material is applied to create a bond with the prepared surface and then installing a MNDOT spec asphalt to 2" average compacted thickness.

Thickness is measured in the finished rolled state. The measurements are an average.

Excludes Gravel base material

Excludes sub base prep

Excludes permits

Excludes testing

Excludes soil corrections

1.5" Asphalt Overlay option same process as above

\$124,180.00

Terms

30% Down Payment

Net 15 Days

Price is good for 15 days from sent date.

Fuel surcharge of 1% of contract price for every .25 increase at pump price over 5.00.

This is a quotation on the goods named, subject to the conditions noted below: Diversified provides a 1 - year warranty unless stated otherwise in the description above. We do not guarantee water drainage on any surface that is less than 1.5% slope at the time of paving

as this is the industry standard. Any alterations or deviations from the specifications which are requested by the owner/general contractor which involve extra costs shall become extra charges to the owner/general contractor over and above the price specified above. Said extra charges shall be computed at the usual and customary rates of DIVERSIFIED PAVING generally applicable to the type of work involved. Diversified paving is released from all warranty of the asphalt installation due to cold weather paving as it is not recommended to perform asphalt paving in temps under 35 degrees. An interest charge at the rate of 1.5% per month shall be charged on any balance 30 days past due. Payment schedule is specified. DIVERSIFIED PAVING shall have the right to cease work immediately and to demand either a payment bond or an escrow of funds for the work it is to do if it has a reasonable basis to believe the owners or general contractors financial responsibility is impaired. DIVERSIFIED PAVING may terminate this agreement if such demand is not met within 14 days. DIVERSIFIED Paving may file appropriate liens or bond claims, as the case may be, to assure payment of the work completed up to date of termination. The owner/general contractor, by acceptance of this proposal, agrees to pay all cost of collections, including reasonable attorney's fees incurred, in order to recover any amounts due or to become due herein. Liens or bond claims will be filed within the periods prescribed by law if any balance due herein becomes 45 days past due. Owner is responsible for all sprinkler heads and private utilities. No black dirt, seed or sod included. Some jobs may require drainage correction into grass/lawn area this would require re-grading of that area. Permits not included unless noted in proposal.

Sincerely,
Diversified Paving

Paul Reinert
President

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

Signature:_____ Date:_____.

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

RESOLUTION #2024-12

**A RESOLUTION APPROVING A PRELIMINARY AND FINAL PLAT FOR A
PROJECT KNOWN AS PLEASURELAND RV**

WHEREAS, Pearson Investments, LLC, a Minnesota limited liability company (“Developer”) is owner of certain property legally described in Exhibit A (the “Subject Property”); and

WHEREAS, the property is zoned Business Warehouse; and

WHEREAS, the Developer has requested a preliminary and final plat so as to allow the Developer to plat the Subject Property into two lots as shown on a preliminary plat for a development entitled Pleasureland RV; and

WHEREAS, the application was reviewed by the Planning Commission at its meeting on June 3, 2024. The Planning Commission recommended approval of the request; and

NOW, THEREFORE, BE IT RESOLVED that the City Council hereby approves the application for a Final Plat subject to the following conditions:

1. This resolution amends and replaces Resolution 2023-18 adopted on December 11, 2023.
2. All comments contained within the memo from Moore Engineering dated May 29, 2024 and the memo from Collaborative Planning dated May 31, 2024 are incorporated herein (collectively referred to as the “Staff Memos”) and are to be addressed by the Developer to the satisfaction of the City.
3. The site shall be in substantial conformance with the site plan for Pleasureland prepared by Stark Engineering, LLC, and dated December 4, 2023 (the “Site Plan”), except as modified to address comments within the Staff Memos. Revised plans shall be submitted for review by the City Planner and City Engineer prior to the issuance of a grading permit or release of the final plat for recording.
4. The approval of the Final Plat shall terminate unless all conditions of this resolution are completed and the Final Plat is recorded, by August 3, 2024.
5. Drainage and Utility Easements shall be included on the Final Plat in all locations where there is stormwater infrastructure. If not accessible to a public road, the drainage and utility easements shall also include an accessible access point for the City.
6. Developer or successors must maintain all storm sewer located on individual lots in good working condition at all times and must maintain ponds in good working condition at all times. Developer shall enter into a stormwater maintenance agreement with the City.

7. Developer must enter into a Site Improvement Performance Agreement with the City related to the installation of the stormwater improvements. The Final Plat shall not be released for recording until revised plans have been approved by the City Engineer and City Planner.
8. A title commitment shall be provided for the review of the City Attorney before the plat is released for recording.
9. The Developer must reimburse the City for all costs incurred by the City and its consultants in relation to review of the proposed development plans, inspection of improvements, and the preparation of the Developer's Agreement.

Adopted by the City Council this 4th day of June, 2024.

Michael G. Zenzen, Mayor

Attest:

William R. McCabe, Clerk/Administrator

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

RESOLUTION #2024-13

**A RESOLUTION APPROVING A VARIANCE FOR A PROJECT KNOWN AS
PLEASURELAND TO OPERATE CONDITIONAL USE PERMIT 2023-19 FOR OPEN
AND OUTDOOR SALES AND SERVICE ON TWO LOTS INSTEAD OF ONE LOT**

WHEREAS, Pearson Investments, LLC, a Minnesota limited liability company and Pearson 1031 Holdings, LLC (collectively the “Developer”) are the owners of certain property legally described as follows:

Lots 1 and Lot 2, Block 1, PLEASURELAND RV

(the “Subject Property”); and

WHEREAS, the property is zoned Business Warehouse; and

WHEREAS, the Developer has previously been granted a Conditional Use Permit by Resolution #2023-19 for open and outdoors sales and service for a site known as Pleasureland; and

WHEREAS, the Developer has submitted an application for a Variance as they are unable to plat the property into one lot as originally required in the CUP 2023-19 in order to request to be able to operate this business on 2 lots; and

WHEREAS, the application was reviewed by the Planning Commission at its meeting on June 3, 2024. The Planning Commission recommended approval of the request; and

NOW, THEREFORE, BE IT RESOLVED, the City Council makes the following findings:

1. The use of two lots instead of one lot does not result in any changes to an adequate supply of light and air to adjacent property.
2. The use of two lots instead of one lot does not increase the congestion in the public street.
3. The use of two lots instead of one lot does not increase the danger of fire or endanger the public safety.
4. The use of two lots instead of one lot does not unreasonably diminish or impair established property values within the neighborhood, or in any way be contrary to the intent of the Ordinance.
5. The use of two lots instead of one lot does not violate the intent and purpose of the Comprehensive Plan.

NOW, THEREFORE, BE IT FURTHER RESOLVED, the City Council makes the following

findings:

1. The property owner or applicant proposes to use the property in a reasonable manner not permitted by this Ordinance as the two lots will be operated together as one property for the purposes of Conditional Use Permit 2023-19.
2. The plight of the property owner or applicant is due to circumstances unique to the property and not created by any persons presently or formerly having an interest in the parcel of land.
3. The variance, if granted, will not alter the essential character of the locality.
4. Economic considerations alone do not constitute practical difficulties.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the City Council hereby approves the application for a variance to conduct the activities of CUP Resolution 2023-19 on two lots instead of one lot subject to the following conditions:

1. If Lot 2, Pleasureland RV is deeded to an entity other than Pearson Investments, LLC, then the Conditional Use Permit issued under Resolution #2023-19 shall no longer be valid for Lot 2, Pleasureland RV and shall be automatically revoked with no further action required by the City of St. Augusta.
2. If another entity purchases or otherwise acquires both Lot 1 and Lot 2 and intends to operate a business under the terms and conditions of Conditional Use Permit Resolution #2023-19, then they shall be required to plat Lot 1 and Lot 2, Pleasureland RV into one lot not later than six (6) months following the date of acquisition of the properties.

Adopted by the City Council this 4th day of June, 2024.

Michael G. Zenzen, Mayor

Attest:

William R. McCabe, Clerk/Administrator

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

RESOLUTION #2024-14

**A RESOLUTION APPROVING A VARIANCE ALLOWING A SPLIT OF PARCEL
81.43156.0503 THAT VARIES THE ALLOWABLE ACREAGE TO BE SPLIT OFF A 40
ACRE PARCEL**

WHEREAS, Katherine Zachman and Glen Mathiasen (collectively the “Property Owners”) are the owners of certain property legally described as follows:

40 Acres in the NE ¼ of the NE ¼ of Section 36, Township 123, Range 28 in St. Augusta in Stearns County Minnesota with a Parcel Identification Number of 81.43156.0305; and

WHEREAS, the Property Owners have submitted an application for a Variance to allow a split of their property giving the new lot more acreage and a building entitlement; and

WHEREAS, the application was reviewed by the Planning Commission at its meeting on June 3, 2024. The Planning Commission recommended approval of the request; and

NOW, THEREFORE, BE IT RESOLVED, the City Council makes the following findings:

1. The split of the lot does not result in any changes to an adequate supply of light and air to adjacent property.
2. The split of the lot does not increase the congestion in the public street.
3. The split of the lot does not increase the danger of fire or endanger the public safety.
4. The split of the lot does not unreasonably diminish or impair established property values within the neighborhood, or in any way be contrary to the intent of the Ordinance.
5. The split of the lot does not violate the intent and purpose of the Comprehensive Plan.

NOW, THEREFORE, BE IT FURTHER RESOLVED, the City Council makes the following findings:

1. The property owner or applicant proposes to use the property in a reasonable manner not permitted by this Ordinance as there will still only be two lots on the 40 acres and the larger lot will be deed restricted from further development.
2. The plight of the property owner or applicant is due to circumstances unique to the property and not created by any persons presently or formerly having an interest in the parcel of land.
3. The variance, if granted, will not alter the essential character of the locality.

4. Economic considerations alone do not constitute practical difficulties.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the City Council hereby approves the application for a variance to allow the split of Parcel 81.43156.0305 so long as:

1. The new parcel remains agricultural in nature.
2. Both parcels are deed restricted from further development unless municipal services are available to the properties.

Adopted by the City Council this 4th day of June, 2024.

Michael G. Zenzen, Mayor

Attest:

William R. McCabe, Clerk/Administrator