

**CITY OF ST. AUGUSTA
CITY COUNCIL MEETING
DECEMBER 3, 2024
7:00 pm**

AGENDA

1. Call Meeting to Order – Mayor Zenzen.
2. Consent Agenda
 - 2A. Minutes of the November 12, 2024 City Council meeting.
 - 2B. Agenda
 - 2C. Bills Payable Receipts and Treasurer’s Report.
 - 2D. Tri – County Humane Society Contract
 - 2E. Other
3. Sheriff’s Report
4. Building Inspector’s Report
5. Fire Department
 - 5A. Monthly Report
 - 5B. Other
6. Open Forum -10 Minute Limit.
7. Engineer’s Report
 - 7A. Introduction of New Engineer, Chris Bunders
8. Public Hearing –Truth-in Taxation and Adopting of 2025 Final Budget
 - 8A. Resolution #2024-26, Adopting the Final Levy
 - 8B. Adopt Final Budget
9. Wastewater Pump Quotes
10. Council Member Comments/Purview.
11. Clerk's Report.
 - 11A. Discuss Cannabis Ordinance
12. Adjourn.

REMINDERS: Thanksgiving Day, City Hall Closed, Thursday, November 28, 2024
Day After Thanksgiving, City Hall Closed, Friday, November 29, 2024
Christmas Day, City Hall Closed, Wednesday, December 25, 2024
New Year’s Day, City Hall Closed, Wednesday, January 1, 2025
Regular City Council Meeting, Tuesday, January 7, 2025, 7:00pm
City Council Workshop Meeting, Tuesday, January 21, 2025, 7:00pm

**CITY OF ST. AUGUSTA
CITY COUNCIL MEETING
DECEMBER 3, 2024
7:00 pm**

Administrative Summary

Consent Agenda – The items are included in the packets.

Sheriff/Building Inspector Reports – I hope to have these for the updated packets on Tuesday.

Engineer's Report – Moore Engineering will be changing our designated engineer from John Morast to Chris Bunders. Tyson will bring Chris to the meeting on Tuesday to introduce him to everyone.

Truth-in-Taxation Public Hearing – I have sent the proposed final budget to you separately. The resolution adopting the final levy is included in the packet. Some highlights on the budget and levy include a 15% levy increase, mostly to make up for loss in LGA and additional street project funding. This increase will result in approximately a 1.045% increase in our tax levy. Our overall taxable value raised from \$6,819,560 to \$7,458,643 or a 9.38% increase in taxable value. We will need separate motions to adopt the final levy and the final budget.

Wastewater Pump Quotes – a quote to replace and a quote to repair the pumps at Kiffmeyer Park Lift station is included in the packets. Chad will be in attendance at the meeting to explain and answer any questions.

Clerk's Report – Mike Couri wants to discuss what exactly we would like to see in our Cannabis ordinance and he is hoping to have the final proposed draft ready to be approved at our January meeting.

**MINUTES OF THE CITY COUNCIL
ST. AUGUSTA, MINNESOTA
November 12, 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, Hommerding, Coleman and Schmitz; Stearns County Deputy Tim Meland, Fire Chief Kramer, Attorney Couri, Engineer Morast, Contracted Planner Cauffman and Clerk/Administrator McCabe.

OTHERS PRESENT: Brent Genereux, Amy Brand, Mark Skaalerud, Paul Shea, Jill Shea, Mike Cramer, Tom Harren, Kathy Saar, Ron Saar

CONSENT AGENDA: **A motion was made to approve the consent agenda by Mr. Backes, seconded by Ms. Coleman. Motion carried unanimously.**

The following items were approved with the consent agenda:

City Council Minutes, October 21, 2024

City Council Agenda, November 12, 2024.

Bill Payable, Receipts and Treasurer's Report dated November 12, 2024 and for ePayments #25136e – 25157e and Checks #26081 – 26152.

SHERIFF'S REPORT: Deputy Meland presented the sheriff's report indicating 44 hours were spent on the contract during the month of October. He reviewed the call types and other points of interest. He also presented the new contract.

A motion to approve the Sheriff's report as presented was made by Mr. Schmitz, seconded by Mr. Backes. Motion carried unanimously.

**BUILDING INSPECTOR'S
REPORT:**

Mr. McCabe presented the October building inspector's report indicating there were 13 permits issued during the month including one new commercial building, bringing the total new commercial buildings to three for the year.

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

**FIRE DEPT.
REPORT:**

Chief Kramer presented the September monthly report indicating there were 10 calls for the month bringing the total to 115 on the year as compared to 95 at this time in 2023. Monthly training was done in house with an air management dodge ball training class. MN Fire also held a pump training class and the 5th Monday had the EMR refresher.

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

OPEN FORUM:

Mike Cramer, a resident on Beaver Lake Road, was in attendance to discuss the Otta Seal project. He stated he believed the job was done poorly and without quality control. He stated he understands there won't be a response on his comments this evening and he wants to know how this will be addressed in the future. _____, also

Paul Shea, 2511 Jewel St, thanked the council for the shelter at the dog park and indicated he wants to know what new amenities will be offered in the City.

Mr. Morast was asked about what we can do on Beaver Lake Road and indicated there is warranty and it will be addressed in the spring. Mr. McCabe was asked when this road is scheduled to be fixed and indicated it was a trial trying to buy time until the priority comes to the top on this road.

ENGINEER'S REPORT:

Mr. Morast responded to a complaint on the Rice Contracting pit and presented a memo to the Council and City Administrator. Mr. McCabe indicated he would share with both the complainant and Rice Contracting.

A motion was made to accept the engineer's report by Mr. Backes, seconded by Mr. Schmitz. Motion carried unanimously.

RESOLUTION #2024-24, CANVASSING THE MUNICIPAL ELECTION:

A motion was made to approve Resolution #2024-24 by Mr. Backes, seconded by Mr. Hommerding. Motion carried unanimously.

COMPREHENSIVE PLAN AND ZONING ORDINANCE UPDATE:

Ms. Caufman presented a memo with the recommendation on the comprehensive plan and zoning ordinance update. She indicated all the changes discussed at the public hearing have been incorporated into the newest document and also presented the resolutions and ordinances that need to be adopted.

A motion was made to approve Resolution #2024-23, adopting the St. Augusta Comprehensive Plan by Ms. Coleman, seconded by Mr. Backes. Motion carried unanimously.

A motion was made to adopt Ordinance #2024-04, Adopting the St. Augusta Zoning Code by Ms. Coleman, seconded by Mr. Schmitz. Motion carried unanimously.

A motion was made to approve Resolution #2024-25, adopting the St. Augusta Zoning Code by Mr. Backes, seconded by Ms. Coleman. Motion carried unanimously.

COUNCIL MEMBER

PURVIEW:

Ms. Coleman wanted to know if we could post to the community Facebook pages. Mr. McCabe stated we are advised against it and even advised to turn comments off on any posts we make on Facebook.

Mr. Hommerding wondered about the parade insurance.

Mr. Hommerding stated the shelter has been started at the dog park.

Mr. Hommerding indicated he was a little disappointed the proposed power line will be going through the city just south of Emerald Ponds.

CITY ADMINISTRATOR

REPORT:

Mr. McCabe indicated he would be away from the office for the next three days on a mini vacation.

ADJOURMENT: A motion was made to adjourn at 7:45 pm by Mr. Hommerding, seconded by Mr. Schmitz.

Approved this 3rd Day of December, 2024.

Michael G. Zenzen, Mayor

Attest:

William R. McCabe, Clerk/Administrator

City of St. Augusta

11/27/24 9:30 AM

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*Receipt Book

November 2024

Refer	Account	Last Dim Descr	Amount	Tran Date	Comments	Batch Name
15821 R	101-41000-3221	Building Permits	\$1,476.55	11/7/2024	general - Ruege Const	11 04 24 rct
15822 R	101-41000-3221	Building Permits	\$101.00	11/7/2024	general - Precise	11 04 24 rct
15824 R	101-41000-3340	Electric Permits	\$136.00	11/7/2024	general - Red Barn	11 24cc cty sta
15825 R	601-49400-3710	Water Sales	\$306.67	11/7/2024	water dept - Nov 24 rct	11 04 24 rct
15825 R	606-49450-3728	Sewer Replacement Fund	\$12.90	11/7/2024	SRF - Nov 24 rct	11 04 24 rct
15825 R	602-49450-3720	Sewer Sales	\$319.91	11/7/2024	sewer dept - Nov 24 rct	11 04 24 rct
15826 R	450-42270-3623	Contributions and Donations	\$2,000.00	11/7/2024	CIP - fire dept, meat raffle Club Alma	11 05 24 rct
15827 R	101-41000-3410	Assessment Search Fees	\$10.00	11/7/2024	general - Stearns Co Ab	11 05 24 rct
15828 R	101-41000-3340	Electric Permits	\$36.00	11/7/2024	general - Bertram	11 05 24 rct
15829 R	101-41000-3340	Electric Permits	\$36.00	11/7/2024	general - Faber	11 05 24 rct
15830 R	101-41000-3340	Electric Franchise Fee	\$5,068.13	11/7/2024	general - Xcel Energy	11 05 24 rct
15831 R	605-43160-3740	Electricity Sales	\$7.15	11/7/2024	EU - Nov 24 rct	11 05 24 rct
15831 R	607-41000-3710	Storm Sewer Sales	\$300.00	11/7/2024	SW - Nov 24 rct	11 05 24 rct
15831 R	606-49450-3728	Sewer Replacement Fund	\$45.08	11/7/2024	SRF - Nov 24 rct	11 05 24 rct
15831 R	601-49400-3710	Water Sales	\$2,142.80	11/7/2024	water dept - Nov 24 rct	11 05 24 rct
15831 R	602-49450-3720	Sewer Sales	\$945.42	11/7/2024	sewer - Nov 24 rct	11 05 24 rct
15833 R	101-41000-3221	Building Permits	\$101.00	11/7/2024	general - Peter Schoenecker	11 06 24 rct
15834 R	605-43160-3740	Electricity Sales	\$16.00	11/7/2024	EU - Nov 24 rct	11 06 24 rct
15834 R	606-49450-3728	Sewer Replacement Fund	\$29.39	11/7/2024	SRF - Nov 24 rct	11 06 24 rct
15834 R	601-49400-3130	General Sales and Use Tax	\$2.31	11/7/2024	water dept - Nov 24 rct	11 06 24 rct
15834 R	601-49400-3710	Water Sales	\$830.00	11/7/2024	water dept - Nov 24 rct	11 06 24 rct
15834 R	602-49450-3720	Sewer Sales	\$851.21	11/7/2024	sewer - Nov 24 rct	11 06 24 rct
15836 R	101-41000-3340	Electric Permits	\$35.00	11/7/2024	general - I Memken	11 07 24 rct
15837 R	101-41000-3221	Building Permits	\$2,982.88	11/7/2024	general - Progressive	11 07 24 rct
15837 R	101-41000-3225	Right of Way Permits	\$300.00	11/7/2024	general - Progressive	11 07 24 rct
15837 R	601-49400-3710	Meter Sales	\$325.00	11/7/2024	water dept - Progressive	11 07 24 rct
15837 R	603-43254-3710	Water Availability Charges	\$3,000.00	11/7/2024	WAC - Progressive	11 07 24 rct
15837 R	603-43254-3720	Sewer Availability Charges	\$3,000.00	11/7/2024	SAC - Progressive	11 07 24 rct
15838 R	601-49400-3710	Water Sales	\$797.78	11/7/2024	water dept - Nov 24 rct	11 07 24 rct
15838 R	602-49450-3720	Sewer Sales	\$778.94	11/7/2024	sewer - Nov 24 rct	11 07 24 rct
15838 R	605-43160-3740	Electricity Sales	\$16.00	11/7/2024	EU - Nov 24 rct	11 07 24 rct
15838 R	606-49450-3728	Sewer Replacement Fund	\$30.83	11/7/2024	SRF - Nov 24 rct	11 07 24 rct
15839 R	450-41130-3103	Gravel Tax	\$175.72	11/7/2024	CIP - pw dept, 3rd qtr 2024 gravel ta	11 24cc cty sta
15841 R	101-41000-3210	Business Licenses/Permits	\$20.00	11/14/2024	general - St. Mary's liquor license	11 12 24 rct
15842 R	602-49450-3720	Sewer Sales	\$1,489.21	11/14/2024	sewer - Nov 24 rct	11 12 24 rct
15842 R	601-49400-3710	Water Sales	\$1,461.09	11/14/2024	water dept - Nov 24 rct	11 12 24 rct
15842 R	601-49400-3130	General Sales and Use Tax	\$2.31	11/14/2024	water dept - Nov 24 rct	11 12 24 rct
15842 R	605-43160-3740	Electricity Sales	\$21.98	11/14/2024	EU - Nov 24 rct	11 12 24 rct
15842 R	606-49450-3728	Sewer Replacement Fund	\$52.21	11/14/2024	SRF - Nov 24 rct	11 12 24 rct
15843 R	101-41000-3221	Building Permits	\$101.00	11/14/2024	general - H&S	11 13 24 rct
15844 R	101-41000-3221	Building Permits	\$101.00	11/14/2024	general - J Anderson	11 13 24 rct
15845 R	101-41000-3340	Electric Permits	\$71.00	11/14/2024	general - Bronson Elec	11 13 24 rct
15847 R	101-41000-3221	Building Permits	\$589.54	11/14/2024	general - Jensn Anderson	11 13 24 rct
15848 R	601-49400-3710	Water Sales	\$1,159.33	11/14/2024	water dept - Nov 24 rct	11 13 24 rct
15848 R	606-49450-3728	Sewer Replacement Fund	\$39.46	11/14/2024	SRF - Nov 24 rct	11 13 24 rct
15848 R	605-43160-3740	Electricity Sales	\$15.97	11/14/2024	EU - Nov 24 rct	11 13 24 rct
15848 R	601-49400-3130	General Sales and Use Tax	\$2.31	11/14/2024	water dept - Nov 24 rct	11 13 24 rct
15848 R	602-49450-3720	Sewer Sales	\$1,180.10	11/14/2024	sewer - Nov 24 rct	11 13 24 rct
15848 R	607-41000-3710	Storm Sewer Sales	\$0.00	11/14/2024	SW - Nov 24 rct	11 13 24 rct
15849 R	101-41000-3340	Electric Permits	\$36.00	11/14/2024	general - Bertram	11 14 24 rct

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*Receipt Book

November 2024

Refer	Account	Last Dim Descr	Amount	Tran Date	Comments	Batch Name
15850R	101-41000-3340	Electric Permits	\$136.00	11/14/2024	general - J Becker	11 14 24 rct
15851R	450-41000-3340	Cable TV Franchise Fee	\$595.15	11/14/2024	CIP - general, Midco	11 14 24 rct
15852R	605-43160-3740	Electricity Sales	\$41.19	11/14/2024	EU - Nov 24 rct	11 14 24 rct
15852R	606-49450-3728	Sewer Replacement Fund	\$124.11	11/14/2024	SRF - Nov 24 rct	11 14 24 rct
15852R	601-49400-3130	General Sales and Use Tax	\$55.61	11/14/2024	water dept - Nov 24 rct	11 14 24 rct
15852R	601-49400-3710	Water Sales	\$3,305.64	11/14/2024	water dept - Nov 24 rct	11 14 24 rct
15852R	602-49450-3720	Sewer Sales	\$3,283.84	11/14/2024	sewer - Nov 24 rct	11 14 24 rct
15854R	101-41000-3500	Fines and Forfeits	\$234.47	11/14/2024	general - misdemeanors	11 24cc city sta
15855R	602-49450-3720	Sewer Sales	\$981.80	11/20/2024	sewer - Nov 24 rct	11 15 24 rct
15855R	601-49400-3710	Water Sales	\$1,008.47	11/20/2024	water dept - Nov 24 rct	11 15 24 rct
15855R	601-49400-3130	General Sales and Use Tax	\$21.46	11/20/2024	water dept - Nov 24 rct	11 15 24 rct
15855R	605-43160-3740	Electricity Sales	\$10.00	11/20/2024	EU - Nov 24 rct	11 15 24 rct
15855R	606-49450-3728	Sewer Replacement Fund	\$39.73	11/20/2024	SRF - Nov 24 rct	11 15 24 rct
15856R	101-41000-3221	Building Permits	\$1,732.71	11/20/2024	general - Paul Reinert	11 18 24 rct
15857R	101-41000-3221	Building Permits	\$297.25	11/20/2024	general - Clean Earth	11 18 24 rct
15858R	601-49400-3710	Water Sales	\$580.56	11/20/2024	water dept - Nov 24 rct	11 18 24 rct
15858R	605-43160-3740	Electricity Sales	\$13.15	11/20/2024	EU - Nov 24 rct	11 18 24 rct
15858R	606-49450-3728	Sewer Replacement Fund	\$24.58	11/20/2024	SRF - Nov 24 rct	11 18 24 rct
15858R	602-49450-3720	Sewer Sales	\$572.99	11/20/2024	sewer - Nov 24 rct	11 18 24 rct
15859R	101-41000-3210	Business Licenses/Permits	\$100.00	11/20/2024	general - Casey's tobacco license	11 19 24 rct
15860R	101-41000-3340	Gas Franchise Fee	\$4,094.40	11/20/2024	general - Center Point Energy	11 19 24 rct
15861R	101-41000-3210	Business Licenses/Permits	\$100.00	11/20/2024	general - Republic waste hauler licen	11 19 24 rct
15862R	602-49450-3720	Sewer Sales	\$2,083.07	11/20/2024	sewer - Nov 24 rct	11 19 24 rct
15862R	606-49450-3728	Sewer Replacement Fund	\$71.79	11/20/2024	SRF - Nov 24 rct	11 19 24 rct
15862R	605-43160-3740	Electricity Sales	\$39.35	11/20/2024	EU - Nov 24 rct	11 19 24 rct
15862R	601-49400-3130	General Sales and Use Tax	\$10.21	11/20/2024	water dept - Nov 24 rct	11 19 24 rct
15862R	601-49400-3710	Water Sales	\$2,081.90	11/20/2024	water dept - Nov 24 rct	11 19 24 rct
15863R	101-41000-3221	Building Permits	\$101.00	11/26/2024	general - Opies	11 21 24 rct
15864R	101-41000-3340	Electric Franchise Fee	\$5,404.00	11/20/2024	general - Stearns Electric	11 24cc city sta
15865R	101-41000-3500	Fines and Forfeits	\$234.47	11/20/2024	general - misdemeanors	11 24cc city sta
15866R	101-41000-3340	Electric Permits	\$71.00	11/26/2024	general - Starlight	11 21 24 rct
15867R	101-41000-3210	Business Licenses/Permits	\$120.00	11/26/2024	general - Sis Properties rental licens	11 21 24 rct
15868R	602-49450-3720	Sewer Sales	\$4,989.02	11/26/2024	sewer - Nov 24 rct	11 21 24 rct
15868R	606-49450-3728	Sewer Replacement Fund	\$91.45	11/26/2024	SRF - Nov 24 rct	11 21 24 rct
15868R	601-49400-3710	Water Sales	\$4,649.26	11/26/2024	water dept - Nov 24 rct	11 21 24 rct
15868R	605-43160-3740	Electricity Sales	\$40.83	11/26/2024	EU - Nov 24 rct	11 21 24 rct
15870R	101-41000-3931	Election Assistance	\$1,576.81	11/21/2024	elec - voter funding	11 24cc city sta
15871R	101-41000-3221	Building Permits	\$1,380.88	11/26/2024	general - Wershay	11 22 24 rct
15871R	101-41000-3410	Assessment Search Fees	\$10.00	11/26/2024	general - S Ball	11 22 24 rct
15873R	602-49450-3720	Sewer Sales	\$1,971.90	11/26/2024	sewer - Nov 24 rct	11 22 24 rct
15873R	607-41000-3710	Storm Sewer Sales	\$415.19	11/26/2024	SW - Nov 24 rct	11 22 24 rct
15873R	605-43160-3740	Electricity Sales	\$36.61	11/26/2024	EU - Nov 24 rct	11 22 24 rct
15873R	601-49400-3710	Water Sales	\$2,162.71	11/26/2024	water dept - Nov 24 rct	11 22 24 rct
15873R	601-49400-3130	General Sales and Use Tax	\$32.19	11/26/2024	water dept - Nov 24 rct	11 22 24 rct
15873R	606-49450-3728	Sewer Replacement Fund	\$96.77	11/26/2024	SRF - Nov 24 rct	11 22 24 rct
15874R	101-41000-3340	Electric Permits	\$115.00	11/26/2024	general - JMS	11 22 24 rct 2
15875R	607-41000-3710	Storm Sewer Sales	\$604.80	11/26/2024	SW - Nov 24 rct	11 22 24 rct 2
15875R	601-49400-3710	Water Sales	\$952.77	11/26/2024	water dept - Nov 24 rct	11 22 24 rct 2
15875R	601-49400-3130	General Sales and Use Tax	\$2.31	11/26/2024	water dept - Nov 24 rct	11 22 24 rct 2
15875R	605-43160-3740	Electricity Sales	\$26.15	11/26/2024	EU - Nov 24 rct	11 22 24 rct 2

City of St. Augusta
***Receipt Book**

November 2024

Refer	Account	Last Dim Descr	Amount	Tran Date	Comments	Batch Name
15875 R	606-49450-3728	Sewer Replacement Fund	\$42.11	11/26/2024	SRF - Nov 24 rct	11 22 24 rct 2
15875 R	602-49450-3720	Sewer Sales	\$893.01	11/26/2024	sewer - Nov 24 rct	11 22 24 rct 2
15876 R	101-41000-3221	Building Permits	\$936.50	11/26/2024	general - Breth Zenzen Fire Protectio	11 24 24 rct
15877 R	101-41000-3210	Business Licenses/Permits	\$815.00	11/26/2024	general - Cedar Point rental license	11 24 24 rct
15878 R	101-41000-3210	Business Licenses/Permits	\$725.00	11/26/2024	general - GJ Enterprises rental licens	11 24 24 rct
15879 R	101-41000-3221	Building Permits	\$21,430.88	11/26/2024	general - CJB2 Builders	11 24 24 rct
15880 R	608-41000-3623	Contributions and Donations	\$100.00	11/26/2024	SAPF - Gary Fruth Const	11 24 24 rct
15881 R	608-41000-3623	Contributions and Donations	\$500.00	11/26/2024	SAPF - Schill Trucking	11 24 24 rct
15882 R	101-41000-3620	Miscellaneous Revenues	\$30.00	11/26/2024	general - Jeff Wurcherer filling pond	11 24 24 rct
15883 R	606-49450-3728	Sewer Replacement Fund	\$36.41	11/26/2024	SRF - Nov 24 rct	11 24 24 rct
15883 R	602-49450-3720	Sewer Sales	\$1,254.97	11/26/2024	sewer - Nov 24 rct	11 24 24 rct
15883 R	607-41000-3710	Storm Sewer Sales	\$979.20	11/26/2024	SW - Nov 24 rct	11 24 24 rct
15883 R	605-43160-3740	Electricity Sales	\$22.26	11/26/2024	EU - Nov 24 rct	11 24 24 rct
15883 R	601-49400-3710	Water Sales	\$1,250.31	11/26/2024	water dept - Nov 24 rct	11 24 24 rct
15887 R	607-41000-3710	Storm Sewer Sales	\$300.00	11/27/2024	SW - Nov 24 rct	11 24cc cty sta
15891 R	603-43254-3720	Sewer Special Assessments	\$427.09	11/27/2024	Nov 2024 tax settlement	11 24cc cty sta
15891 R	101-41000-3100	General Property Taxes	\$21,015.26	11/27/2024	Nov 2024 tax settlement	11 24cc cty sta
15891 R	351-47000-3100	General Property Taxes	\$955.65	11/27/2024	Nov 2024 tax settlement	11 24cc cty sta
15891 R	450-41000-3100	General Property Taxes	\$11,116.24	11/27/2024	Nov 2024 tax settlement	11 24cc cty sta
15891 R	603-43254-3710	Water Special Assessments	\$213.24	11/27/2024	Nov 2024 tax settlement	11 24cc cty sta
Grand Total			\$142,325.86			

City of St. Augusta

12/03/24 11:36 AM

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*Check Summary Register©

Checks 11/13/24-12/03/24

Name	Check Date	Check Amt	
10100 STATE BANK OF KIMBAL			
25158e	BLUE CROSS BLUE SHIELD	11/19/2024	\$3,758.24 Chad - employer paid insurance
25159e	STEARNS ELECTRIC ASSOCIATI	11/19/2024	\$1,654.18 fire dept - fire hall
25160e	STATE BANK OF KIMBALL	11/21/2024	\$10,780.00 941 taxes
25161e	STATE BANK OF KIMBALL	11/21/2024	\$5.50 941 taxes
25162e	PERA	11/21/2024	\$2,123.86 emp pd pera
25163e	STATE BANK OF KIMBALL	11/21/2024	\$3,802.87 941 taxes
25164e	JOHN HANCOCK	11/21/2024	\$1,150.00 g - pay 24 2024 def comp Kiffmeyer
25165e	BANK FEES	11/21/2024	\$11.80 HB and USB fees Oct 20241
25166e	MISCELLANEOUS	11/21/2024	\$153.77 general - state withhold fee misc pera
25167e	US BANK BAHR	11/27/2024	\$95.03 fire dept - soap dispenser, Amazon
25168e	US BANK BLASHACK	11/27/2024	\$206.92 pw dept - Nov 24 fuel
25169e	US BANK HOLLERMANN	11/27/2024	\$1,545.08 pw dept - Nov 24 fuel
25170e	US BANK KIFFMEYER	11/27/2024	\$1,500.46 pw dept - Nov 24 fuel
25171e	US BANK KRAMER	11/27/2024	\$686.01 fire dept - emails, Google
25172e	US BANK MCCABE	11/27/2024	\$400.64 elec - supplies, Kwik Trip
25173e	US BANK RASMUSON	11/27/2024	\$654.75 general - notary stamp Rasmuson, All State No
25174e	US BANK SKOGSTAD	11/27/2024	\$77.07 fire dept - supplies, Freightliner
25175e	MN DEPT OF REVENUE	11/27/2024	\$1,523.22 emp pd state taxes
25176e	STATE BANK OF KIMBALL	11/27/2024	\$130.21 941 taxes
25177e	STATE BANK OF KIMBALL	12/3/2024	\$1,639.36 941 taxes
26153	BICKNELL, MARY J	11/13/2024	\$33.25
26154	BAHR, ALEXANDER T.	11/19/2024	\$4,328.46
26155	BAHR, LAUREN MARIE	11/19/2024	\$2,951.00
26156	BLAKE, RYAN D	11/19/2024	\$1,191.53
26157	BROCKWAY, RUSTY STEPHEN	11/19/2024	\$2,034.07
26158	BUCK, DEREK B	11/19/2024	\$1,406.29
26159	CORDIE, CRAIG W	11/19/2024	\$274.51
26160	GILMORE, GUNNAR S	11/19/2024	\$72.73
26161	HANEBUTH, BRANDON ROGER	11/19/2024	\$816.26
26162	HANISH, SCOTT L.	11/19/2024	\$2,295.23
26163	HOWARD, SHANE MICHAEL	11/19/2024	\$2,084.04
26164	HUEHN, JEREMY S	11/19/2024	\$2,553.89
26165	JANTE, DUSTIN J	11/19/2024	\$521.42
26166	KIRCHNER, ASHLEY	11/19/2024	\$2,387.47
26167	KOSHIOL, JASON R.	11/19/2024	\$3,479.80
26168	KRAMER, JOSEPH S.	11/19/2024	\$1,960.05
26169	ROERICK, HERMAN C.	11/19/2024	\$2,211.43
26170	SANDHURST, ADAM P.	11/19/2024	\$3,385.04
26171	SAVAGE, PATRICK M	11/19/2024	\$4,223.15
26172	SCHLUETER, STEVEN F.	11/19/2024	\$2,182.29
26173	SCHREINER, CASEY C	11/19/2024	\$1,967.33
26174	SCHULTZ, RICK L.	11/19/2024	\$1,905.40
26175	SCHWINGHAMMER, JACOB L.	11/19/2024	\$1,016.46
26176	SCHWINGHAMMER, LUKE R	11/19/2024	\$2,583.03
26177	SKOGSTAD, LUCAS MILES	11/19/2024	\$2,920.38
26178	STANG, DARYL J.	11/19/2024	\$3,351.75
26179	STANG, DUANE J.	11/19/2024	\$1,358.92
26180	STEINHOFER, SHAWN G.	11/19/2024	\$4,700.08
26181	VOIGT, BENJAMIN M.	11/19/2024	\$3,710.28
26182	BLASHACK, CHAD C.	11/20/2024	\$1,735.94
26183	HILL, MARY M	11/20/2024	\$968.03
26184	HOLLERMANN, PAUL A.	11/20/2024	\$1,663.60
26185	KIFFMEYER, MARK G.	11/20/2024	\$1,651.61

***Check Summary Register©**

Checks 11/13/24-12/03/24

Name	Check Date	Check Amt	
26186	McCABE, WILLIAM R.	11/20/2024	\$2,862.54
26187	RASMUSON, TERESA M.	11/20/2024	\$132.13
26188	SCHLUETER, STEVEN F.	11/20/2024	\$131.13
26189	BILL MCCABE	11/26/2024	\$354.87 g - McCabe ER pymt
26190	AFLAC	12/3/2024	\$515.48 g - employee paid insurance
26191	ALL STATE TRAFFIC CONTROL I	12/3/2024	\$120.00 pw dept - sandbags
26192	BOLTON AND MENK	12/3/2024	\$5,506.50 general - services related to comp plan update
26193	BOUND TREE MEDICAL	12/3/2024	\$16.59 fire dept - supplies
26194	CENTER POINT ENERGY	12/3/2024	\$24.48 fire dept - gas usage
26195	CITY OF ST. CLOUD	12/3/2024	\$32,902.63 water dept - Sep 24 usage
26196	DESIGN ELECTRIC	12/3/2024	\$245.83 utility - red ball out on Hwy 15
26197	DVS RENEWAL	12/3/2024	\$155.25 pw dept - 2023 trailer license
26198	EDAM	12/3/2024	\$330.00 general - 2025 membership dues
26199	GOPHER STATE ONE-CALL	12/3/2024	\$59.40 water dept - locates
26200	GREAT AMERICA FINANCIAL SE	12/3/2024	\$125.04 general - copier contract
26201	LUKE SCHWINGHAMMER	12/3/2024	\$199.00 fire dept - EMT training
26202	ML SCHENDZIELOS AND SONS I	12/3/2024	\$1,175.00 pw dept - grading city roads
26203	MN DEPT OF HEALTH	12/3/2024	\$1,554.00 water dept - 4th quarter 2024 connections
26204	MOORE ENGINEERING	12/3/2024	\$15,083.75 STW - MS4
26205	NELSONS SANITATION & RENTA	12/3/2024	\$1,193.42 parks dept - toilet rental KP
26206	RMB ENVIRONMENTAL LABORA	12/3/2024	\$245.58 sewer dept - ww effluent
26207	GANNETT MN LOCALIQ	12/3/2024	\$299.28 general - comp plan public hearing
26208	STEARNS COUNTY RECORDER	12/3/2024	\$46.00 general - recording fee
26209	STEARNS ELECTRIC ASSOCIATI	12/3/2024	\$34,954.68 debt service - REDLG loan principal
26210	STERICYCLE INC	12/3/2024	\$30.45 fire dept - steri safe subscription
26211	SUMMIT FIRE PROTECTION	12/3/2024	\$70.00 fire dept - extinguisher annual inspection
26212	TRAUT COMPANIES	12/3/2024	\$70.00 water dept - sample #'s 241918 & 241919
26213	WEST CENTRAL SANITATION	12/3/2024	\$191.93 fire dept - garbage service
26214	BRAXTON DUMONCEAUX	12/3/2024	\$400.00 pw dept - row refund 22931 Topaz Street
26215	NOVA PROPERTIES	12/3/2024	\$200.00 pw dept - row refund 23611 66th Avenue
26216	PROGRESSIVE BUILDERS	12/3/2024	\$600.00 pw dept - row refund 22971 Topaz
26217	WERSCHAY HOMES	12/3/2024	\$400.00 pw dept - row refund 22027 Majestic Drive
26218	KRAMER, JOSEPH S.	11/27/2024	\$748.59
26219	McCABE, WILLIAM R.	12/3/2024	\$3,278.05
26220	RASMUSON, TERESA M.	12/3/2024	\$304.48
26221	BILL MCCABE	12/3/2024	\$252.81 general - mileage 11/18-11/27 2024 (250x.67)
26222	CITY OF ST. CLOUD	12/3/2024	\$31,937.62 water dept - Sep 24 usage
26223	GOPHER STATE ONE-CALL	12/3/2024	\$24.30 water dept - locates
26224	KELLY C JOHNSON INC	12/3/2024	\$586.50 general - Nov 24 permits
26225	PAUL HOLLERMANN	12/3/2024	\$75.00 pw dept - 2024 boot allowance
26226	RMB ENVIRONMENTAL LABORA	12/3/2024	\$113.91 sewer dept - ww effluent
26227	T MOBILE	12/3/2024	\$39.65 general - Dec 2024
26228	XCEL ENERGY	12/3/2024	\$228.63 general - Nov 2024 usage
26229	GREAT AMERICA FINANCIAL SE	12/3/2024	\$137.11 general - copier contract
Total Checks			\$239,745.30

Michael G. Zenzen

FILTER: [Check Date] between #11/13/24# and #12/03/24# and [Check Nbr]>0 and [Cash Act]='10100'

***Check Detail Register©**

Batch: Dec 3 24 addl mtg ck

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
10100 STATE BANK OF KIMBAL					
26221	12/03/24	BILL MCCABE			
G 101-21710		Other Deductions	\$85.31		g - McCabe rx
E 101-41000-208		Training, Inst., Travel	\$167.50		general - mileage 11/18-11/27 2024 (250x.67)
		Total	\$252.81		
26222	12/03/24	CITY OF ST. CLOUD			
E 601-49400-312		Water/Contract Services	\$22,075.88		water dept - Sep 24 usage
E 602-49450-313		Sewer/Contract Services	\$4,875.48		sewer dept - Sept 24 treatment charges
E 602-47000-602		NR2 Project - principal/int	\$4,986.26		sewer dept - Sep 24 NR2
		Total	\$31,937.62		
26223	12/03/24	GOPHER STATE ONE-CALL			
E 601-49400-314		Gopher State One Calls	\$12.15	4110763	water dept - locates
E 602-49450-314		Gopher State One Calls	\$12.15	4110763	sewer dept - locates
		Total	\$24.30		
26224	12/03/24	KELLY C JOHNSON INC			
E 101-41220-742		Electrical Insp	\$586.50		general - Nov 24 permits
		Total	\$586.50		
26225	12/03/24	PAUL HOLLERMANN			
E 101-41130-430		Miscellaneous	\$75.00		pw dept - 2024 boot allowance
		Total	\$75.00		
26226	12/03/24	RMB ENVIRONMENTAL LABORATORIES			
E 602-49450-316		Sample Analysis	\$113.91	D069024	sewer dept - ww effluent
		Total	\$113.91		
26227	12/03/24	T MOBILE			
E 101-41000-324		Internet mobile	\$39.65		general - Dec 2024
		Total	\$39.65		
26228	12/03/24	XCEL ENERGY			
E 101-41000-383		Gas Utilities	\$228.63		general - Nov 2024 usage
		Total	\$228.63		
		10100	\$33,258.42		

Fund Summary

10100 STATE BANK OF KIMBAL	
101 GENERAL FUND	\$1,182.59
601 WATER FUND	\$22,088.03
602 SEWER FUND	\$9,987.80
	\$33,258.42

Michael G. Zenzen

***Check Detail Register©**

Batch: Dec 2024 USB, Dec 24 row refunds, Dec 3 2024 mtg

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
10100 STATE BANK OF KIMBAL					
25167 e	11/27/24	US BANK BAHR			
E 101-42270-223		Building Repair Supplies	\$22.13		fire dept - soap dispenser, Amazon
E 101-42270-232		EMS Supplies	\$144.90		fire dept - supplies, Bound Tree
E 101-42270-232		EMS Supplies	(\$72.00)		fire dept - supplies returned, Bound Tree
		Total	\$95.03		
25168 e 11/27/24 US BANK BLASHACK					
E 101-41130-212		Motor Fuels	\$104.67		pw dept - Nov 24 fuel
E 601-49400-212		Motor Fuels	\$34.90		water dept - Nov 24 fuel
E 602-49450-212		Motor Fuels	\$34.90		sewer dept - Nov 24 fuel
E 101-41410-208		Training, Inst., Travel	\$20.45		elec - supplies, Dollar General
E 601-49400-210		Operating Supplies (GEN)	\$10.00		water dept - postage, Spee Dee
E 601-49400-210		Operating Supplies (GEN)	\$2.00		water dept - supplies, Shell
		Total	\$206.92		
25169 e 11/27/24 US BANK HOLLERMANN					
E 101-41130-212		Motor Fuels	\$441.93		pw dept - Nov 24 fuel
E 601-49400-212		Motor Fuels	\$86.64		water dept - Nov 24 fuel
E 602-49450-212		Motor Fuels	\$86.65		sewer dept - Nov 24 fuel
E 101-41410-208		Training, Inst., Travel	\$395.88		elec - Oct 29 - Nov 5 2024 supplies/food, various vendors
E 101-41000-322		Postage	\$292.00		general - 1st class postage, USPS
E 101-41130-220		Repair/Maint Supply	\$50.65		pw dept - supplies, Fleet Farm
E 101-41130-220		Repair/Maint Supply	\$44.77		pw dept - supplies, Menards
E 101-41130-220		Repair/Maint Supply	\$98.37		pw dept - supplies, NTE
E 101-41130-220		Repair/Maint Supply	\$48.19		pw dept - supplies, Menards
		Total	\$1,545.08		
25170 e 11/27/24 US BANK KIFFMEYER					
E 101-41130-212		Motor Fuels	\$197.50		pw dept - Nov 24 fuel
E 101-41130-220		Repair/Maint Supply	\$68.58		pw dept - supplies, #20, Fleet Pride
E 101-41130-220		Repair/Maint Supply	\$60.90		pw dept - supplies, Menards
E 101-41130-220		Repair/Maint Supply	\$13.02		pw dept - supplies, North Central
E 101-41130-220		Repair/Maint Supply	\$155.43		pw dept - supplies #23, Auto Value
E 101-41130-220		Repair/Maint Supply	\$56.80		pw dept - supplies #23, Fleet Pride
E 101-41130-220		Repair/Maint Supply	\$72.16		pw dept - supplies #23, Fleet Pride
E 101-41130-220		Repair/Maint Supply	\$667.55		pw dept - cutting edges, Central Hydraulics
E 101-41130-220		Repair/Maint Supply	\$34.50		pw dept - supplies, Central Hydraulics
E 101-41130-220		Repair/Maint Supply	\$174.02		pw dept - supplies 05/06, Auto Value
		Total	\$1,500.46		
25171 e 11/27/24 US BANK KRAMER					
E 101-42270-220		Repair/Maint Supply	\$223.20		fire dept - emails, Google
E 101-42270-220		Repair/Maint Supply	\$191.63		fire dept - supplies, Menards
E 101-42270-220		Repair/Maint Supply	\$271.18		fire dept - supplies, Amazon
		Total	\$686.01		
25172 e 11/27/24 US BANK MCCABE					
E 101-41410-208		Training, Inst., Travel	\$23.81		elec - supplies, Kwik Trip

City of St. Augusta

***Check Detail Register©**

Batch: Dec 2024 USB, Dec 24 row refunds, Dec 3 2024 mtg

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 101-41410-208		Training, Inst., Travel	\$57.36		elec - supplies, Central Grind
E 101-41410-208		Training, Inst., Travel	\$65.97		elec - supplies, Central Grind
E 101-41110-331		Travel Expenses	\$126.75		general - conference, J Schmitz
E 101-41000-208		Training, Inst., Travel	\$126.75		general - conference, McCabe
		Total	\$400.64		
25173 e	11/27/24	US BANK RASMUSON			
E 101-41000-200		Office Supplies (GENERA	\$35.97		general - notary stamp Rasmuson, All State Notary
E 101-41000-206		Association Dues/LMC, A	\$120.00		general - notary commission Rasmuson, Secretary of State
E 101-41000-321		Telephone	\$140.90		general - hall telephone, Midco
E 101-41000-323		Internet	\$93.00		general - hall internet, Midco
E 101-42270-321		Telephone	\$184.88		fire dept - telephone, Midco
E 101-42270-323		Internet	\$80.00		fire dept - internet, Midco
		Total	\$654.75		
25174 e	11/27/24	US BANK SKOGSTAD			
E 101-42270-220		Repair/Maint Supply	\$1.49		fire dept - supplies, Freightliner
E 101-42270-220		Repair/Maint Supply	\$75.58		fire dept - supplies, Menards
		Total	\$77.07		
26190	12/03/24	AFLAC			
G 101-21710		Other Deductions	\$364.40	05924	g - employee paid insurance
G 601-21710		Other Deductions	\$75.54	05924	g - employee paid insurance
G 602-21710		Other Deductions	\$75.54	05924	g - employee paid insurance
		Total	\$515.48		
26191	12/03/24	ALL STATE TRAFFIC CONTROL INC			
E 101-41130-220		Repair/Maint Supply	\$120.00	060724AUG	pw dept - sandbags
		Total	\$120.00		
26192	12/03/24	BOLTON AND MENK			
E 101-41000-307		Planning (GENERAL)	\$5,506.50	0337720	general - services related to comp plan update
		Total	\$5,506.50		
26193	12/03/24	BOUND TREE MEDICAL			
E 101-42270-232		EMS Supplies	\$16.59	85534873	fire dept - supplies
		Total	\$16.59		
26194	12/03/24	CENTER POINT ENERGY			
E 101-42270-387		Fire Dept Utilities	\$24.48		fire dept - gas usage
		Total	\$24.48		
26195	12/03/24	CITY OF ST. CLOUD			
E 601-49400-312		Water/Contract Services	\$23,040.89	AR032753	water dept - Sep 24 usage
E 602-49450-313		Sewer/Contract Services	\$4,875.48	AR032753	sewer dept - Sep 24 treatment charges
E 602-47000-602		NR2 Project - principal/int	\$4,986.26	AR032753	sewer dept - Sepy 24 NR2
		Total	\$32,902.63		
26196	12/03/24	DESIGN ELECTRIC			
E 605-43160-380		Utility Services (GENERA	\$245.83	24729	utility - red ball out on Hwy 15

City of St. Augusta

***Check Detail Register©**

Batch: Dec 2024 USB, Dec 24 row refunds, Dec 3 2024 mtg

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
Total			\$245.83		
26197	12/03/24	DVS RENEWAL			
E 101-42270-220		Repair/Maint Supply	\$155.25		pw dept - 2023 trailer license
Total			\$155.25		
26198	12/03/24	EDAM			
E 101-41000-206		Association Dues/LMC, A	\$330.00	2025-14884	general - 2025 membership dues
Total			\$330.00		
26199	12/03/24	GOPHER STATE ONE-CALL			
E 601-49400-314		Gopher State One Calls	\$29.70		water dept - locates
E 602-49450-314		Gopher State One Calls	\$29.70		sewer dept - locates
Total			\$59.40		
26200	12/03/24	GREAT AMERICA FINANCIAL SERVICES			
E 101-41000-300		support services	\$125.04	37797969	general - copier contract
Total			\$125.04		
26201	12/03/24	LUKE SCHWINGHAMMER			
E 101-42270-208		Training, Inst., Travel	\$199.00		fire dept - EMT training
Total			\$199.00		
26202	12/03/24	ML SCHENDZIELOS AND SONS INC			
E 101-41130-220		Repair/Maint Supply	\$1,175.00		pw dept - grading city roads
Total			\$1,175.00		
26203	12/03/24	MN DEPT OF HEALTH			
E 601-49400-312		Water/Contract Services	\$1,554.00		water dept - 4th quarter 2024 connections
Total			\$1,554.00		
26204	12/03/24	MOORE ENGINEERING			
E 450-41130-230		Overlaying	\$635.00	41352	CIP - pw dept, 2024 road project
E 607-41000-303		Engineering Fees	\$5,962.50	41353	STW - culvert replacement MS4
E 101-41000-303		Engineering Fees	\$327.50	41353	general - Pleasureland
E 101-41000-303		Engineering Fees	\$340.00	41353	general - 250th Street improvements
E 101-41000-303		Engineering Fees	\$1,012.50	41354	general - Rice Burrow Pit
E 607-41000-303		Engineering Fees	\$1,440.00	41355	STW - MS4
E 607-41000-303		Engineering Fees	\$3,566.25	41355	STW - MS4
E 450-41130-233		Seal Coating	\$1,800.00	41355	CIP - Otta seal
Total			\$15,083.75		
26205	12/03/24	NELSONS SANITATION & RENTAL IN			
E 101-45200-410		Rentals	\$81.71		parks dept - toilet rental KP
E 101-45200-410		Rentals	\$81.71		parks dept - toilet rental HLP
E 607-41000-220		Repair/Maint Supply	\$1,030.00		STW - jetting (4 hours @ \$245)
Total			\$1,193.42		
26206	12/03/24	RMB ENVIRONMENTAL LABORATORIES			
E 602-49450-316		Sample Analysis	\$245.58	D068526	sewer dept - ww effluent
Total			\$245.58		

***Check Detail Register©**

Batch: Dec 2024 USB, Dec 24 row refunds, Dec 3 2024 mtg

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
26207	12/03/24	GANNETT MN LOCALIQ			
E 101-41000-203		Legal Notice Publication	\$186.28	0006735707	general - comp plan public hearing
E 101-41000-203		Legal Notice Publication	\$81.22	0006735707	general - Nova public hearing
E 101-41000-303		Engineering Fees	\$31.78	0006735707	general - public accuracy test
		Total	\$299.28		
26208	12/03/24	STEARNS COUNTY RECORDER			
E 101-41000-430		Miscellaneous	\$46.00		general - recording fee
		Total	\$46.00		
26209	12/03/24	STEARNS ELECTRIC ASSOCIATION			
E 351-42270-524		fire truck purchase	\$33,333.00		debt service - REDLG loan principal
E 351-42270-735		Interest on Bonds - Fire H	\$1,621.68		debt service REDLG loan interest
		Total	\$34,954.68		
26210	12/03/24	STERICYCLE INC			
E 101-42270-220		Repair/Maint Supply	\$30.45	8008819068	fire dept - steri safe subscription
		Total	\$30.45		
26211	12/03/24	SUMMIT FIRE PROTECTION			
E 101-42270-220		Repair/Maint Supply	\$70.00	2834812	fire dept - extinguisher annual inspection
		Total	\$70.00		
26212	12/03/24	TRAUT COMPANIES			
E 601-49400-316		Sample Analysis	\$70.00	375220	water dept - sample #'s 241918 & 241919
		Total	\$70.00		
26213	12/03/24	WEST CENTRAL SANITATION			
E 101-41000-384		Refuse/Garbage Disposal	\$155.39	13275443	general - garbage service
E 101-42270-384		Refuse/Garbage Disposal	\$36.54	13275443	fire dept - garbage service
		Total	\$191.93		
26214	12/03/24	BRAXTON DUMONCEAUX			
E 101-41130-342		Refunds	\$200.00		pw dept - row refund 22931 Topaz Street
E 101-41130-342		Refunds	\$200.00		pw dept row refund 2400 Gold Lane
		Total	\$400.00		
26215	12/03/24	NOVA PROPERTIES			
E 101-41130-342		Refunds	\$200.00		pw dept - row refund 23611 66th Avenue
		Total	\$200.00		
26216	12/03/24	PROGRESSIVE BUILDERS			
E 101-41130-342		Refunds	\$200.00		pw dept - row refund 22971 Topaz
E 101-41130-342		Refunds	\$200.00		pw dept - row refund 22953 Topaz
E 101-41130-342		Refunds	\$200.00		pw dept - row refund 22832 Silver
		Total	\$600.00		
26217	12/03/24	WERSCHAY HOMES			
E 101-41130-342		Refunds	\$200.00		pw dept - row refund 22027 Majestic Drive
E 101-41130-342		Refunds	\$200.00		pw dept - row refund 22019 Majestic Drive
		Total	\$400.00		

City of St. Augusta

***Check Detail Register©**

Batch: Dec 2024 USB, Dec 24 row refunds, Dec 3 2024 mtg

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
			10100	\$101,880.25	

Fund Summary

10100 STATE BANK OF KIMBAL

101 GENERAL FUND	\$17,008.21
351 DEBT SERVICE SPECIAL ISSUES	\$34,954.68
450 CAPITAL PROJECT FUND	\$2,435.00
601 WATER FUND	\$24,903.67
602 SEWER FUND	\$10,334.11
605 LIGHTING UTILITY	\$245.83
607 STORMWATER UTILITY	\$11,998.75
	<hr/>
	\$101,880.25

Michael G. Zenzen



November 20, 2024

Dear Municipal Administrator,

Tri-County Humane Society's animal impound partnership with local municipalities positively impacts the health, safety, and well-being of all members of our shared community. Thank you for seeing the importance of this partnership for the welfare of both pets and people. We look forward to our partnership with you in 2025.

We understand how important reliable, effective, and efficient impound services are for you and the people you serve. We take pride in the services we provide and strive to continuously add process improvements. Below are a few updates to our services and fee schedule that we would like to highlight as we move into the new contract year:

1. To make things more efficient for both you and our staff, rather than calling, we will inform designated authorities via email within 24 hours of an animal's impoundment with the location found and animal information. Should you wish to dispute an animal impoundment (i.e. found location is outside of your jurisdiction), please email cs@tricountyhumanesociety.org within the animal impound holding period.
2. We have added an additional fee of \$500 for all bite quarantines. We would encourage you to follow the State of Minnesota guidelines and only require quarantines for animal-on-human bites, not animal-on-animal bites, and for animals with a known owner, that you allow them to quarantine in home or at their own veterinary clinic rather than bringing them to us.
3. Animals birthed within the holding period of an impounded animal will be added to that animal's intake and billed accordingly.
4. See new fee structure for provided services.
5. Trap, Neuter, Return (TNR) and Return To Field (RTF) programs have become widely accepted as an effective means of managing feral community cat colonies world-wide. Rather than impoundment, TCHS will be offering Return to Field (RTF) services to people struggling with outdoor feral community cat colonies on their property. This will include spaying/neutering, ear tipping, administering rabies and distemper vaccines, and returning the cat to their property. Cats may qualify if they are deemed feral, unsocial and healthy appearing. We will work with the person harboring the cats to arrange live-trapping and transportation to and from our shelter



when feasible. If you would like to learn more about our RTF services for controlling feral community cat colonies in your municipality, or if you thought your residents would like more information about using this program, please reach out to TCHS for more details. ***Please note:** If a feral cat is trapped whose ear has been tipped, it has likely already been through an RTF program and has an outdoor "home."

Please review the attached Agreement and sign and return it by mail or email to TCHS by December 31, 2024. Handwritten edits to this contract will not be accepted. If you have any questions regarding the contract, please reach out to me directly.

We appreciate your partnership as we seek to serve the people and animals of central Minnesota.

Sincerely,

Kari Boehmer
Customer Service Manager
(320) 252-0896 ext. 22
csm@tricountyhumanesociety.org



ANIMAL IMPOUND AGREEMENT

This agreement is between the municipality of City of Saint Augusta and Tri-County Humane Society, effective **January 1 - December 31, 2025**.

A. THE FOLLOWING IS MUTUALLY AGREED UPON BY THE PARTIES:

1. That Tri-County Humane Society (TCHS) agrees to:
 - a. Provide an appropriate animal shelter with competent staff to adequately and properly house and handle impounded animals. The shelter shall be open to the public to receive inquiries regarding lost or found animals or to reclaim animals seven days a week (excluding holidays) during the hours of noon to 6:00 pm on weekdays and noon to 5:00 pm on weekends apart from alternate hours due to inclement weather.
 - b. Receive and impound domestic companion animals found or legally seized within the municipality by the municipality's community service officer (CSO), animal control officer (ACO), or other authorized municipal representative during the shelter's operating hours.
 - c. Receive and impound domestic companion animals found and verified to be within the municipality by private citizens during the shelter's operating hours.
 - d. Notify via email all designated municipal personnel of animal impoundment within 24 hours of animal intake.
 - e. Hold stray animals for up to five business days per Minnesota State Statute and publicize them upon intake on www.tricountyhumanesociety.org.
 - f. Receive and offer bite quarantine services for animals without a known owner, or when the animal's owner is unable to provide such services. Animals will be held on bite quarantine for 10 business days, plus 1 full business day to allow for reclaim by owner.
 - g. Receive and hold seized animals for up to 10 business days per Minnesota State Statute, or longer upon request of a person claiming an interest in a seized animal, which request must be made within ten days of the date of seizure, TCHS agrees to hold seized animals for an extended period as deemed necessary per fee schedule below.
 - h. Perform humane euthanasia as deemed necessary by TCHS' licensed veterinarian.
 - i. Provide proper and adequate shelter, food, water, and other humane care treatment for impounded domestic animals.
 - j. Assess all impounded animals, vaccinate and de-worm all dogs and cats upon intake when feasible, and provide additional veterinary care within the shelter's capacity as necessary.
 - k. Handle all inquiries that are received by TCHS in respect to the impounded animals, keeping a log of lost and found reports and cross-referencing each list regularly to facilitate reclaims.
 - l. Assume ownership for unclaimed impounded animals beyond the times provided in this contract (i.e. on the 1st day after stray or safekeeping hold is complete or on the 2nd day after a bite quarantine is complete.)



m. Invoice the municipality clerk quarterly (April, July, October, January) for impounded animals not returned to their owner per the schedule below.

2. That the municipality agrees to:

- a. Deliver seized animals within the municipality to TCHS.
- b. Seek alternative veterinary care for animals if it is deemed beyond the capacity of TCHS or agree to humane euthanasia if deemed necessary by TCHS licensed veterinarian.
- c. Provide a list of names and email addresses of those who will be notified of animal impound within 24 hours of impoundment.
- d. Notify TCHS within the legal holding period of 5 business days for stray animals or 10 business days for seized animals of any intake disputes.
- e. Pay TCHS quarterly within 30 days of receiving invoice for impound services per detailed fee schedule.
- f. Pay a \$30 late fee to TCHS for any payments received after the listed payment date.

B. FEE SCHEDULE*

1. Stray animals held for up to 5 business days: \$100 per animal (see cap on litters below)
 - a. Additional \$20 per day beyond the 5-day holding period
 - b. Stray litters (3 or more) of puppies, kittens, or other animals under 10 weeks of age will be capped at \$250
2. Seized Safekeeping or Bite Quarantine animals held for up to 10 business days: \$200 per animal
 - a. Additional \$20 per day beyond the 10-day holding period
 - b. Additional \$500 surcharge for animals needing bite quarantine
3. Holding and disposal of animals who are dead on arrival (DOA): \$75 per animal

*Owners reclaiming their pet within the stray or seized holding period will be charged the impound fee per the fee schedule. These animals will appear with a zero balance on your invoice.

C. TERM

1. The term of this Agreement shall begin on the Effective Date of January 1, 2025, and end December 31, 2025, unless terminated sooner in accordance with the terms of this Agreement.
2. Either party may terminate this Agreement for convenience at any time. Termination shall be effective at the end of the month following the party's receipt of thirty (30) days written notice to the other party.
3. Either party may terminate this Agreement if the other party is in breach of any material obligation contained in this Agreement, which is not remedied by the other party within ten (10) days of written notice.
4. The parties may voluntarily terminate this Agreement at any time by mutual agreement.
5. In the event of termination, the municipality shall only be responsible to pay for the services satisfactorily performed to TCHS to the effective date of termination, as described in the final invoice to the municipality.



6. Should any of the terms of this agreement need to be amended by Tri-County Humane Society, Tri-County Humane Society will provide a 30-day written notice.

IN WITNESS WHEREOF the Parties have caused this Agreement to be approved on the effective date above.

TRI-COUNTY HUMANE SOCIETY AUTHORIZED AGENT

Signature: _____ Title: _____ Date: _____

MUNICIPALITY AUTHORIZED AGENT

Signature: _____ Title: _____ Date: _____

MUNICIPALITY BILLING / CLERK CONTACT INFO

Clerk of Municipality: _____ Clerk Phone Number: _____

Clerk Email Address: _____

Billing Address: _____

Please list the names and email addresses of those who should be notified of animal impound intakes:

Name: _____ Email: _____

Name: _____ Email: _____

Name: _____ Email: _____

Name: _____ Email: _____

Name: _____ Email: _____

Name: _____ Email: _____

Name: _____ Email: _____

Permits	Issue_Date	CONSTTYPE	prmtsno	prmtstr	POLNAME	App_Company	Valuation
AUG24-000235	11/04/2024	Residential Siding	1657	FOREST GLEN	JORDAN W KLASSEN	INTELLIGENT DESIGN	18500
AUG24-000236	11/04/2024	Residential Alteration	1965	247TH	PETER J SCHOENECKER	PETER J SCHOENECKER	800
AUG24-000237	11/04/2024	New Construction	2526	JEWEL	PROGRESSIVE BUILDERS INC	PROGRESSIVE BUILDERS INC	275000
AUG24-000238	11/04/2024	Residential New Construction	2526	JEWEL	PROGRESSIVE BUILDERS INC	B&DPLUMBING ,HEATING & AIR CONDITIONING	11650
AUG24-000239	11/04/2024	Residential New Construction	2526	JEWEL	PROGRESSIVE BUILDERS INC	B&DPLUMBING ,HEATING & AIR CONDITIONING	10800
AUG24-000240	11/05/2024	Residential Alteration	4485	FARMDALE	VICTOR C & ANNA MAE ELDRED	H & S HEATING & A/C INC	2244
AUG24-000241	11/07/2024	Residential Alteration/Repair/Extension	6030	GALAXY	ADAM A LUBERDA	JENSEN ANDERSON CO	3750
AUG24-000242	11/12/2024	Interior Remodel	23633	66TH	RED WILLOW PROPERTIES LLC	JENSEN ANDERSON CO	24897
AUG24-000243	11/12/2024	New Construction	23633	66TH	RED WILLOW PROPERTIES LLC	CLEAN EARTH GEOTHERMAL	20000
AUG24-000244	11/12/2024	Sprinkler Installation	21917	53rd	GREEN ACRE FIELDS	Breth Zenzen Fire Protection	55000
AUG24-000245	11/14/2024	Interior Remodel	23633	66TH	RED WILLOW PROPERTIES LLC	RED WILLOW PROPERTIES LLC	125000
AUG24-000246	11/18/2024	Accessory Building	21917	53rd	GREEN ACRE FIELDS	CJB2 BUILDERS LLC	3900000
AUG24-000247	11/18/2024	Residential Fireplace	22682	STATE HIGHWAY 15	NORBERT J & LOIS I FISCHER	OPIES GOLD HEAT N AIR	6763
AUG24-000248	11/20/2024	Addition	21592	TALON	SAM THORSON	WERSCHAY HOMES INC	100000
AUG24-000249	11/27/2024	Residential Gas Line	4111	228TH	MATTHEW R HAYMAN	AUGUSTA PLUMBING & HEATING	996



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 Steinhofer

October 2024 Run report

Emergency calls as of report date:

- 10-1-24 Medical
- 10-2-24 Medical
- 10-5-24 False Alarm (Cancelled)
- 10-5-24 Gas Smell
- 10-8-24 Gas Smell
- 10-12-24 Medical
- 10-14-24 Medical
- 10-17-24 Medical
- 10-21-24 Fire (False Alarm)
- 10-23-24 Medical
- 10-25-24 Medical
- 10-30-24 Medical

12 calls for October

127 calls for 2024 (107 calls as of this date last year)

Monthly training:

October's training was held by Fire Inc. and they did a LP tank fire class with hands on training.

**CITY OF ST. AUGUSTA
COUNTY OF STEARNS
RESOLUTION # 2024-26**

RESOLUTION APPROVING FINAL 2024 TAX LEVY, COLLECTIBLE IN 2025

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

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of St. Augusta, Stearns County, Minnesota, that the following sums of money be levied for the current year, collectible in 2025, upon taxable property in the City of St. Augusta for the following purposes:

<u>Purpose:</u>	
General Fund	\$950,000
Capital Improvement Fund	<u>601,000</u>
Total Regular Levy:	\$1,551,000
Debt Service Levy	<u>\$ 40,000</u>
Total City Levy	\$ 1,591,000

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

Adopted by the City Council of the City of St Augusta 3rd Day of December, 2024.

Michael G. Zenzen, Mayor

Attest:

William R. McCabe, Clerk/Administrator



MINNESOTA PUMP WORKS
- a UFT Company -

Minnesota Pump Works
1 Cannon St W
Dundas, MN 55019

Quote
#QTE007982
11/24/2024

Bill To
St. Augusta MN, City of
1914 250th St
St Augusta MN 56301
United States
Phone:

Ship To
St. Augusta MN, City of
1914 250th St
St Augusta MN 56301
United States

Details
Quote for the Sale and Installation of ABS/Sulzer Pumps and Base Elbows, with the option to replace all Internal Lift Station Piping. Note: Freight is NOT included. **Customer to provide Vac Truck/Bypass While Work In Progress.**

Prepared By
Dillon Braith

Phone
877-645-8004

Email
info@minnesotapumpworks.com

Sales Rep
John Roth

Expires
12/04/2024

Terms
Net 30

Item	Comment	QTY	Rate	Amount
11988 ABS XFP150G CB1.8 PE150/4 20/460/3 XP 49' 6" D/C		2	\$20,526.00	\$41,052.00
INSTALL SERVICES	Lot of Installation: Includes Installation of Equipment (2 Techs Required); New Base Elbows; 2" Stainless Steel Guide Rail; Guide Rail Brackets; and Piping Required to connect proposed Base Elbows to Existing Piping	1		\$22,439.52
22249 ADDER	Add: \$14,230.00 to replace all piping in Lift Station Structure from the Floor to the Discharge Pipes. Total price for the project would be \$77,721.52 if adder is approved.	0	\$14,230.00	\$0.00
23427 QUOTE ITEM	NOTE: Replace existing 4" Discharge Submersible Pumps with proposed 6" Discharge Submersible Pumps and Base Elbows. We have provided the adder above to replace all Internal Lift Station Piping, However the adder is not included in the total price printed on this quote.	1	\$0.00	\$0.00

Thank you for your business.
Toll Free: 877-645-8004 | Email: info@minnesotapumpworks.com | Website: <http://www.minnesotapumpworks.com>





MINNESOTA PUMP WORKS
-a UFT Company-

Minnesota Pump Works
1 Cannon St W
Dundas, MN 55019

Quote
#QTE007982
11/24/2024

Subtotal \$63,491.52

Total \$63,491.52

Pricing is valid for 10 days and does not include freight charges or applicable taxes.

Items quoted for repair and leftover 30 days, without a decision to repair, will be discarded.

Signature: _____ Date: _____





MINNESOTA PUMP WORKS

-a UFT Company-

Minnesota Pump Works
1 Cannon St W
Dundas, MN 55019

Quote
#QTE008010
11/27/2024

Bill To
St. Augusta MN, City of
1914 250th St
St Augusta MN 56301
United States
Phone:

Ship To
St. Augusta MN, City of
1914 250th St
St Augusta MN 56301
United States

Details

In Shop Repair of Hydromatic Pumps and replacement of base elbows at your Kiffmeyer Lift Station. Only one pump can be pulled for repair at a time, so multiple trips are included. ****NOTE: Anything outside the below scope of work would be additional. Since the pumps have not been disassembled/evaluated we cannot guarantee more parts would not be needed.****
*****FOR BASE ELBOW REPLACEMENT, VAC TRUCK/BYPASS IS REQUIRED WHILE WORK IS IN PROGRESS*****

Prepared By	Phone	Email
Dillon Braith	877-645-8004	info@minnesotapumpworks.com

Sales Rep	Expires	Terms
John Roth	12/07/2024	Net 30

Item	Comment	QTY	Rate	Amount
23427 QUOTE ITEM	LOT OF REPAIR PARTS FOR (2) PUMPS TO INCLUDE: SEAL/O-RING KIT, BEARING KIT, IMPELLER, WEAR RING, STATOR REWIND (NEW STATORS NO LONGER OFFERED) & SHOP SUPPLIES	1	\$12,402.00	\$12,402.00
INSTALL SERVICES	ONSITE LABOR AND TRIP CHARGES FOR (3) SITE VISITS.	1		\$8,504.01
23427 QUOTE ITEM	Lot of Installation: Includes Installation of Equipment (2 Techs Required); New Base Elbows; 2" Stainless Steel Guide Rail; Guide Rail Brackets; and Piping Required to connect proposed Base Elbows to Existing Piping	1	\$22,439.52	\$22,439.52
22249 ADDER	Add: \$14,230.00 to replace all piping in Lift Station Structure from the Floor to the Discharge Pipes. Total price for the project would be \$57,575.53 if adder is approved.	0	\$14,230.00	\$0.00
23427 QUOTE ITEM	NOTE: Replace existing worn Base Elbows with new Base Elbows. We have provided the adder above to replace all Internal Lift Station Piping, However the adder is not included in the total price printed on this quote.	1	\$0.00	\$0.00

Thank you for your business.
Toll Free: 877-645-8004 | Email: info@minnesotapumpworks.com | Website: <http://www.minnesotapumpworks.com>



QTE008010



MINNESOTA PUMP WORKS

-a UFT Company-

Minnesota Pump Works
1 Cannon St W
Dundas, MN 55019

Quote
#QTE008010
11/27/2024

Subtotal \$43,345.53

Total \$43,345.53

Pricing is valid for 10 days and does not include freight charges or applicable taxes.

Items quoted for repair and leftover 30 days, without a decision to repair, will be discarded.

Signature: _____ Date: _____

Thank you for your business.
Toll Free: 877-645-8004 | Email: info@minnesotapumpworks.com | Website: <http://www.minnesotapumpworks.com>



QTE008010