

CITY OF ST. FRANCIS
CITY COUNCIL AGENDA
FEBRUARY 4, 2013
ISD #15 CENTRAL SERVICES CENTER (DISTRICT OFFICES)
4115 Ambassador Blvd. NW
6:00 PM

1. Call to Order
2. Roll Call
3. Adopt Agenda
4. Consent Agenda
 - a. City Council Minutes – January 22, 2013
 - b. Final Pay Request to Lake Area Roofing for the St. Francis Re-Roofing Project
 - c. Right of Entry agreement with Richard Sonstebly
 - d. Easement for Sanitary Sewer Purposes with ISD #15
 - e. Ratify the Appointment of Assistant Fire Chief and Captain
 - f. Receive and File City Council Work session Notes – January 27, 2013
 - g. Payment of Claims
5. Meeting Open to the Public
6. Petitions, Requests, Applications
7. Ordinances & Resolution
8. Reports of Consultants & Staff Members
 - a. Engineer:
 - b. Attorney:
 - c. Staff:
 - Finance Director:
 - Fire Dept:
 - Public Works: East Shop Demolition Discussion
 - Liquor Store:
 - Police:
 - City Administrator Report:
9. Reports from Council Members
10. Report from Mayor:
 - a. Mayor’s State of the Cities Presentation
11. Old Business
12. New Business
13. Adjournment

Calendar of Events

- Feb 18: City Offices Closed for the Presidents Day Holiday
Feb 19 Tues: City Council Meeting @ ISD #15 Central Services Center (District Offices) 6:00 pm
Feb 20: Planning Commission Meeting @ ISD #15 Central Services Center (District Offices) 7:00 pm
Mar 4: City Council Meeting @ ISD #15 Central Services Center (District Offices) 6:00 pm
Mar 20: Planning Commission Meeting @ ISD #15 Central Services Center (District Offices) 7:00 pm

TO: Mayor & City Council
FROM: Matthew L. Hylan, *Matt* (BU)
City Administrator
RE: Agenda Memorandum – February 4, 2013 Meeting

Agenda Items:

4. Consent Agenda:

- e. Fire Office Appointments: Attached is the Agenda Report from Chief Kapler on filling the Assistant Chief vacancy as well as a Captain vacancy.

6. Petitions, Requests, Applications:

7. Ordinances & Resolutions:

8. Reports:

a. **Engineer:**

c. **Staff:**

Finance:

Fire:

Public Works: *East Shop Demolition Discussion:* Staff will discuss the timeline on the East Shop Demolition. We are in the process of receiving current estimates. The unknown on any estimate will be the underground tanks. Note: the city never used these tanks; we assumed the tanks when the City purchased the property from Anoka County.

Liquor Store:

Police:

City Administrator:

11. Old Business:

12. New Business:

CITY OF ST. FRANCIS
ST. FRANCIS, MN
ANOKA COUNTY

CITY COUNCIL MINUTES

January 22, 2013

1. **Call to Order:** The regular City Council Meeting was called to order by Mayor Jerry Tveit at 6:00 pm.
2. **Roll Call:** Present were Mayor Jerry Tveit, Council members Mike Haggard, Tim Brown, and Chris McClish. Council member Amy Lazere excused. Also present were City Engineer Jared Voge (Bolton & Menk, Inc.), Police Chief Jeff Harapat, Public Works Director Paul Teicher, Finance Director Darcy Mulvihill, and City Clerk Barb Held.
3. **Adopt Agenda:** MOTION BY McCLISH SECOND BROWN TO ADOPT THE JANUARY 22, 2013 CITY COUNCIL AGENDA. Motion carried 4-0.
4. **Consent Agenda:** MOTION BY BROWN SECOND McCLISH TO APPROVE THE JANUARY 22, 2013, CITY COUNCIL CONSENT AGENDA AS A-D AS FOLLOWS:
 - a. Approve the City Council Minutes of January 7, 2013.
 - b. Receive and File the URRWMO Minutes – January 9, 2013
 - c. Approve the Agreement for Residential Recycling Program with Anoka County
 - d. Approve the Liquor License Renewal/Transfer of Name for The Ponds Golf Course
 - e. Receive and Approve the Pay Equity Compliance Report for year ending 2012
 - f. Approve the Payment of Claims for \$145,412.38 (Check #'s 64942-65018)Motion carried 4-0.
5. **Meeting Open to the Public:** None.
6. **Petitions, Requests, Applications:** None.
7. **Ordinances & Resolution:** None.
8. **Reports of Consultants & Staff Members:**
 - a. **Engineer:**
 - b. **Attorney:**
 - c. **Staff:**

Finance Director: Debt Service Discussion: Finance Director Darcy Mulvihill provided a spread sheet on the overall Debt Service of the City.

G.O. Crossover Refunding Bond Refinance Update: A memorandum was received from George Eilertson of Northland Securities. Finance Director Darcy Mulvihill recapped the memorandum stating the overall level of debt service savings since the beginning of January were lower than previously reported due to the rising interest rates. However, in the last couple of weeks with the lower interest rates the debt service savings are starting to rise. It is Northland

Securities recommendation to reschedule the bond rating call again potentially for the second meeting in February. Mulvihill asked the City Council if they still want to proceed. The council unanimously agreed to move forward with the call of the bond.

Fire Dept.:

Public Works: Skating Rink Update: Public Work Director Paul Teicher reported the agreement with the Home Run Club for maintaining the warming house this winter has been going well. We tried to start this project last year but with the unseasonably warm weather, we never did open the warming house. This year again with the warm weather we were not able to open as early as we would have liked, therefore the Home Run Club is asking if the City would extend the agreement until February 10, 2013. The consensus of the City Council was to extend the season for the rinks until February 10, 2013 or sooner due to warmer weather/ice conditions.

Liquor Store:

Police Dept:

City Administrator Report: Update on the Joint Fire Service: Mayor Tveit updated the council on the Joint Fire Service Group. This group as you are aware received a matching grant to hire a consultant to gather information from all cities and come back with a recommendation. The consulting group that was hired was Emergency Service International. After all information is gathered, they will present their report to a joint five-city meeting. Brown asked about the inventory of the fire departments. Tveit indicated this consulting group will have a packet for each fire department to complete and one of the sections in this report is an inventory of all equipment. This report should be completed sometime this summer. Haggard asked about residents insurance cost, will they go up? Tveit stated actually, there will be portions of the city the rates will remain the same and others will go down. This is because of the close proximity to a fire station, not necessarily our station.

Spring Open House for Public Works/Police Facility for Public/Businesses: The City has had businesses and residents inquire about tours of the public works/police facility. Is the council interested in holding maybe two, one for businesses in the late afternoon and another for the general public early evening? The council was interested in holding another open house for the businesses and residents. A date and time for the open house will be determined at a later meeting.

Scanning/Document Imaging Storage Discussion: Staff has been in contact with our IT personnel regarding document imaging. When more information is received, staff will bring it forward.

Council Retreat: Just a reminder of the Workshop/Retreat for this Sunday January 27, 2013 starting at 1:00 pm at the Community Center.

9. **Reports from Council Members:** Brown noted I am sure with the cold weather we have had the last 2 to 3 days our equipment started better in our new facility.

McClish reported he would not be able to attend the council retreat/workshop this Sunday. He will be in contact with the city administrator and mayor regarding the workshop discussion.

10. **Report from Mayor:**

a. **Anoka Area Chamber of Commerce State of the Cities Presentation:** I will be giving a brief power point presentation about St. Francis at the Annual State of the Cities luncheon put on by the Anoka Area Chamber of Commerce. Would you like me to present this presentation at a future council meeting? The council agreed they would like to see the presentation.

Mayor's Snowmobile Ride that was to be held on January 19 was cancelled due to weather conditions and has been rescheduled to February 23, 2013.

Just a reminder there is a Local Government Officials meeting January 30, 2013 in Columbia Heights.

11. **Old Business:**
12. **New Business:** None.
13. **Adjournment:** The Regular City Council meeting adjourned at 6:25 pm.

Barbara I. Held, City Clerk



APPLICATION AND CERTIFICATE FOR PAYMENT

To (Owner): City of St. Francis
23340 Cree St.
St. Francis, MN 55070

Project: St. Francis Re-Roofing
St. Francis, MN

Construction Amcon CM, LLC
Manager: 5565 Blaine Ave., Suite 250
Inver Grove Heights, MN 55076

Architect Amcon Construction Co
5565 Blaine Ave., Suite 250
Inver Grove Heights, MN 55076

Application #: 2

Dated: 12/31/2012

City Project No: 83291

Page: 1 of 2

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: Amcon CM, LLC

BY:

1/7/13

DATE:

OWNER:

City of St. Francis

BY:

DATE:

CHANGE ORDER SUMMARY

Change Order Number	Approval Date	Amount
1		950

TOTAL

\$950

Thank You

Application is made for payment as shown below in connection with the Contract Continuation Sheet attached.

The present status of the account for this contract is as follows:

Original Budget Sum: \$113,227

Change Orders To Contract: \$950

Contract Value: \$114,177

Total Completed & Stored To Date: \$114,177

Retention: \$0

Total Earned, Less Retention: \$114,177

Previous Applications For Payment: \$107,566

Current Payment Due: \$6,611

Previously Submitted & Not Paid Applications: \$0

TOTAL DUE: \$6,611

RIGHT OF ENTRY AGREEMENT

This agreement made and entered into this ____ day of _____, 201__, by and between, **Richard Sonstebly**, hereinafter referred to as "Owner" and the **City of St. Francis**, a Minnesota municipal corporation, hereinafter referred to as "City".

WITNESSETH:

The City is proposing the construction of an additional right-hand turn lane from St. Francis Boulevard [also designated as State Trunk Highway No. 47] onto southbound Cree Street N.W., on property owned by Owner.

The City is attempting to acquire easements from the Owner over a portion of said property described as follows:

See attached **Exhibit A** for a full description of the subject property and **Exhibit B** for a description of the permanent easement and the temporary easement.

By previous agreement, the City has already relocated and reconstructed a double-wide driveway into the Owner's public parking area from Cree Street N.W.

The proposed construction of the new turn lane necessitates relocating Owner's fence to allow proper recontouring of the outer slope of the drainage ditch along the southerly side of St. Francis Boulevard. The relocation of the fence will likely take only one work day. The city will relocate the fence to be along the southerly edge of the permanent easement described in the attached **Exhibit B**.

In the spirit of cooperation between the parties with the intent of expediting the construction of the project, the City has requested and the Owner has agreed to grant permission for the City and its agents to enter upon the property for purposes of commencing construction during the progress of the negotiation proceedings.

NOW, THEREFORE, the undersigned as Owner of the above described property, in consideration of monies to be received and other valuable consideration hereby grants unto the City of St. Francis and its agents, the right to commence construction on the above described easement, prior to final negotiation of the consideration. The undersigned does not waive any claims he or she may have arising out of the above mentioned negotiations and reserves any and all claims he or she may have against the City arising out of said City's use and occupancy of said right-of-way.

Owner further agrees that the City and its contractor may temporarily remove the chain link fence along the southerly edge of the permanent easement described in the attached **Exhibit B**. The City agrees, weather permitting, to reinstall the fence before nightfall of the same day that the fence is removed, and weather not permitting, the City will provide security (to that portion of Owner's property which is normally enclosed within the fence) until the fence has been reinstalled.

In witness whereof, the parties hereto have executed this Right of Entry Agreement the day and year first above written.

OWNER:



Richard Sonsteby

The City of St. Francis:

By _____
Jerry Tveit, Mayor

ATTEST:

Barbara I. Held
City Clerk

[Right of Entry Agreement]

EXHIBIT A
Description of Underlying Parcel

(From Certificate of Title No. 96580)

The East 620.00 feet of that part of the Southwest Quarter of the Northeast Quarter, Section 6, Township 33, Range 24, Anoka County, Minnesota, lying north of the South 825.00 feet of said Southwest Quarter of the Northeast Quarter and South of the road.

AND

The West 157.00 feet of that part of the Southeast Quarter of the Northeast Quarter, Section 6, Township 33, Range 24, Anoka County, Minnesota, which lies North of the South 825.00 feet of said Southeast Quarter of the Northeast Quarter.

Subject to reservations to the State of Minnesota in trust for taxing districts concerned of all mineral and mineral rights therein as provided by law.

Subject to:

The right of access, being the right of ingress to and egress from Trunk Highway 47, which has been taken by the State of Minnesota, except that the abutting owner shall retain the right of access Westerly of a triangular piece adjoining and Westerly of Line A and Southerly of Strip B, which lies Northeasterly of the following described line:

Beginning at a point on the Westerly boundary of Line A, distant 100 feet Southerly of its intersection with the Southerly boundary of the Strip B; thence run Northwesterly to a point on the Southerly boundary of Strip B distant 100 feet Westerly of said intersection and there terminating.

Line A: Beginning at a point on the North line of said Section 6, distant 45.54 feet West of the Northeast corner thereof; thence run Southerly at an angle of 91 degrees 49 minutes with said North section line (measured from east to south) for 2600 feet and there terminating.

Strip B: From a point on the above-described Line A, distant 383.8 feet Southerly of its point of beginning; run Westerly at right angles to said line for 42 feet; thence deflect to the left at an angle of 90 degrees for 100 feet; thence deflect to the right on a ten chord spiral curve of decreasing radius (spiral angle 24 degrees 00 minutes) for 400 feet; thence deflect to the right on a 12 degrees 00 minutes circular curve (delta angle 42 degrees 50 minutes) for 356.94 feet; thence deflect to the right on a ten chord spiral curve of increasing radius (spiral angle 24 degrees 00 minutes) for 400 feet; thence on tangent to said curve for 100 feet; thence run Easterly on the last described course for 100 feet to the point of beginning of the line to be described; thence continue Easterly on the last described course for 739.39 feet and there terminating.

EXHIBIT B
Description of Easement Parcels

A perpetual easement for roadway, drainage and utility purposes over, under and across those parts of the west 157.00 feet of the Southeast Quarter of the Northeast Quarter and the east 620.00 feet of the Southwest Quarter of the Northeast Quarter, EXCEPT the south 825.00 feet thereof, all in Section 6, Township 33, Range 24, Anoka County, Minnesota, described as follows:

Beginning at the northeast corner of said west 157.00 feet of the Southeast Quarter of the Northeast Quarter; thence on an assumed bearing of South 01 degree 13 minutes 20 seconds West along the east line of said west 157.00 feet of the Southeast Quarter of the Northeast Quarter, a distance of 25.04 feet; thence North 87 degrees 21 minutes 06 seconds West a distance of 476.57 feet; thence North 02 degrees 38 minutes 54 seconds East a distance of 11.73 feet to the north line of the Southwest Quarter of the Northeast Quarter; thence South 88 degrees 57 minutes 08 seconds East along the north lines of said Southwest Quarter of the Northeast Quarter and said Southeast Quarter of the Northeast Quarter, a distance of 476.13 feet to the point of beginning;

EXCEPT those parts lying within the existing right-of-way of State Trunk Highway No. 47;

Together with the ownership of and the right to remove all trees and shrubs and all other natural or man-made impediments lying within the easement area;

Together with a temporary easement for construction purposes, 10.00 feet wide, over, under and across the above-described parcel of land, lying southerly of and adjoining the south line of the above-described perpetual easement. The sidelines of said temporary easement shall be prolonged or shortened to terminate at the east line of the above-described parcel of land.

Said temporary easement shall expire on October 15, 2013.

DARRELL A. JENSEN
JEFFREY S. JOHNSON
RUSSELL H. CROWDER
JON P. ERICKSON
THOMAS P. MALONE
MICHAEL F. HURLEY
DOUGLAS G. SAUTER
HERMAN L. TALLE
CHARLES M. SEYKORA
DANIEL D. GANTER, JR.
BEVERLY K. DODGE
JAMES D. HOEFT
*JOAN M. QUADE
*JOHN T. BUCHMAN
SCOTT M. LEPAK

* Also Licensed in Wisconsin

BGS

Barna, Guzy & Steffen, Ltd.

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KRISTI R. RILEY
WILLIAM D. SIEGEL
TIMOTHY D. ERB
KAREN K. KURTH
ANGELA M. WOESSNER
ADRIEL B. VILLARREAL
TAMMY J. SCHEMMELE
JOE M. WEARMOUTH
SHELDON M. CLARK

OF COUNSEL
W. JAMES VOGL, JR.

Writer's Direct Line: (763) 783-5126
E-Mail Address: terb@bgs.com

January 16, 2013

City of St. Francis
Attn: Matt Hylan
23340 Cree Street NW
St. Francis, MN 55070

RE: Sanitary Sewer Easement
Our File No. 42004-221

Dear Matt:

Enclosed please find the proposed Sanitary Sewer Easement regarding the St. Francis Middle School Property and a depiction of the easement. There are a couple of issues I want to bring to your attention regarding this easement and believe some limited background may be helpful.

Based upon what I could determine from the City's file, the sanitary sewer line formerly ran entirely within County Road 28, which has since been vacated. The vacation documentation in the file is incomplete and the surveyor from Bolton and Menk was unable to locate the vacation documentation of record. Despite these deficiencies it is very likely that the roadway was previously vacated due to the use of the land by the school district and the fact that the county surveyor lists the roadway as being vacated on the half section maps. Subsequent to the roadway being vacated the school district sought to build a gymnasium. Prior to construction of the gymnasium the City relocated a portion of its sanitary sewer line so that the sanitary sewer line would not lie underneath the new gymnasium. You can see where a portion of the sanitary sewer line was relocated to the north to accommodate the gymnasium on the enclosed depiction. Procuring a proposed legal description from Bolton and Menk was necessary to properly describe the easement due to the relocated portion of the sanitary sewer line. The City relocated a portion of the sanitary sewer line with the understanding that the school district would grant an easement. The enclosed proposed easement seeks to finalize this agreement.

The City's file also indicates that it could not locate any formal easement whereby the City was granted an easement to place the sanitary sewer line in County Road 28. Therefore, determining

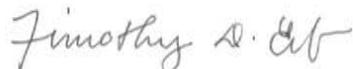
whether or not the school district owns all of the now vacated County Road 28 is a factor to be considered to ensure the school district is the sole party with authority to grant the easement. When a roadway is vacated there are differing rules to determine who becomes the owner of the vacated roadway. Although it is likely that the vast majority of the vacated roadway became the property of the school district, there is a possibility that a condominium development adjoining the school district property became the owner of a portion of the vacated roadway. Currently the county website does not indicate that the school district is the owner of the entire vacated roadway (i.e., the county website does not indicate who owns the entire vacated roadway). However, because we believe there is a practical approach to this issue my firm did not add further expense to conduct a formal title examination or to determinatively research the accrual of the vacated roadway to the school district's property. Because the City's sanitary sewer line has been in its current location for some period of time, the City would very likely have an adverse possession claim against the condominium entitling it to keep its sanitary sewer line in place. I also note that an adverse possession claim would not likely be present against the school district due to its public entity nature making procurement of a deeded easement from the school district important.

Although we believe raising this background is important to give the City an understanding of the complex issues involving title to the vacated roadway, we believe the risk associated with these issues is likely sufficiently small and self corrected over time that the City would elect to proceed with acceptance of the easement grant without additional work related to either securing the condominium's consent to the easement or conducting additional due diligence related to ownership of the vacated roadway. It is possible that the school district has already researched these issues to determine ownership of the vacated roadway and the school district's willingness to grant the easement without raising the interest of the condominium may be telling as to its belief as to ownership of the vacated roadway. I have also added a warranty of title in the easement to protect the City against claims of the condominium. Of course, if these issues are raised by the school district or if an objection is made to the warranty of title provision, we will deal with such issues appropriately prior to finalizing the easement.

Please let me know if you have any questions or concerns regarding these issues or if the City is seeking for my firm to assist further regarding execution, recording or completion of the easement.

Sincerely,

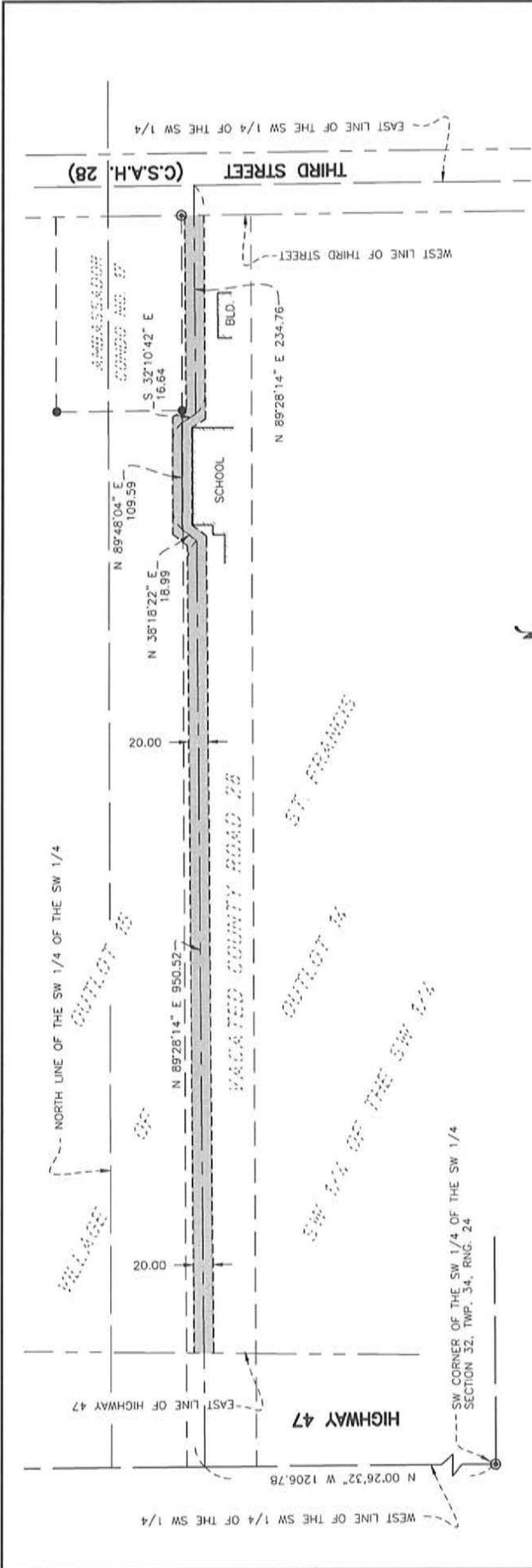
BARNA, GUZY & STEFFEN, LTD.



Timothy D. Erb

Enc.

cc: Scott Lepak, Esq. w/enclosures
Paul Teicher (City of St. Francis) w/enclosures
585823-v1



PROPOSED EASEMENT DESCRIPTION

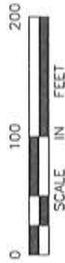
A 20.00 foot wide sanitary sewer easement over and under road portions of Outlot 15 and Vacated County road 28, according to VILLAGE OF ST. FRANCIS AUDITORS PLAT, Anoka County, Minnesota, the centerline of said easement is described as follows:

Commencing at the southwest corner of the Southwest Quarter of the Southwest Quarter, Section 32, Township 34, Range 24, Anoka County, Minnesota; thence North 00 degrees 26 minutes 32 seconds West, a distance of 1206.78 feet to the point of beginning of the centerline to be described; thence North 89 degrees 28 minutes 14 seconds East, a distance of 950.52 feet; thence North 38 degrees 18 minutes 22 seconds East, a distance of 18.99 feet; thence North 89 degrees 48 minutes 04 seconds East, a distance of 109.59 feet; thence South 32 degrees 10 minutes 42 seconds East, a distance of 16.64 feet; thence North 89 degrees 28 minutes 14 seconds East, a distance of 234.76 feet to the east line of said Southwest Quarter of the Southwest Quarter. The sidelines of said easement are to be shortened to terminate on the east line of Highway 47 and the west line of Third Street.

SURVEYOR'S CERTIFICATION

I hereby certify that this survey was prepared by me or under my direct supervision and that I am a duly licensed land surveyor under the laws of the State of Minnesota.

Craig E. Johnson
 Craig E. Johnson Date 01/15/2013
 License Number 44530



EASEMENT EXHIBIT
 ST. FRANCIS MIDDLE SCHOOL

BOLTON & MENK, INC.
 Consulting Engineers & Surveyors
 7533 SUNWOOD DRIVE, STE. 206, RAMSEY, MN 55303 (763) 433-2851
 MANKATO, FAIRMONT, SLEEPY EYE, BURNSVILLE, WILLMAR, CHASKA, RAMSEY, MAPLEWOOD, BAXTER, ROCHESTER, MINNESOTA & AMES, SPENCER, IOWA

PART OF VILLAGE OF ST. FRANCIS
 PART OF VACATED COUNTY ROAD 28

FOR: CITY OF ST. FRANCIS

EASEMENT FOR SANITARY SEWER PURPOSES

THIS EASEMENT FOR SANITARY SEWER PURPOSES (“Agreement”) is made on this _____ day of _____, 20____, by St. Francis Independent School District No. 15 (“I.S.D. No. 15”), and City of St. Francis, a Minnesota municipal corporation (“City”).

WITNESSETH:

WHEREAS, I.S.D. No. 15 is the owner of real property situated in the County of Anoka, State of Minnesota, and legally described on Exhibit A attached hereto (the “Property”);

WHEREAS, I.S.D. No. 15 desires to declare, convey and grant to the City a non-exclusive easement for sanitary sewer purposes over, under and across certain portions of the Property.

NOW, THEREFORE, I.S.D. No. 15, for good and valuable consideration, the receipt of which is hereby acknowledged, hereby declares, conveys and grants that the Property shall be held, sold, and conveyed subject to the following easements, covenants and conditions which are for sanitary sewer purposes, over and across certain portions of the Property, and the City by execution hereof agrees to the acceptance of such easement dedication:

1. Grant of Easement. I.S.D. No. 15 hereby declares, dedicates and grants for the benefit of the City, and the City hereby accepts a perpetual, non-exclusive easement for sanitary sewer purposes over, under and across that part of the Property legally described on Exhibit B hereto (“Property Easement Area”). I.S.D. No. 15 warrants that it has good and marketable title to the Property Easement Area.
2. Rights and Responsibilities. The grant of the foregoing permanent, non-exclusive easement for sanitary sewer purposes includes the right of the City, their contractors, agents and servants, to enter upon the Property Easement Area at all times to construct, reconstruct, inspect, repair and maintain pipes, conduits, mains, swales and drainage area, and the further right to remove and trim trees, brush, undergrowth and other obstructions to the extent necessary to keep them clear of the sanitary sewer lines. After completion of such construction, maintenance, repair or removal, the City shall restore the Property

Easement Area to a reasonably similar condition to which it was found prior to the commencement of such actions, except that the City shall not be required to restore or replace any trees, brush, undergrowth or other obstructions which were removed for purposes of keeping the sanitary sewer lines clear of such items.

3. Other Uses of the Easement Area. The owners of the Property shall retain the right to use all property above and below the surface of the Property Easement Area in any way for any purpose not inconsistent with the rights hereby dedicated, including, but not limited to, granting easements to third parties, but excluding the construction or location of buildings or foundations.
4. Successors and Assigns. All of the provisions of this Agreement, including the benefits and burdens, shall permanently run with the land and are binding on and inure to the benefit of the assigns, successors and tenants of I.S.D. No. 15 and City.
5. Headings. Paragraph headings used in this Agreement are for convenience only and shall not affect the construction of this Agreement.
6. Governing Law. This Agreement shall be governed by the laws of the State of Minnesota.
7. Non-Merger. The provisions of this Agreement shall not terminate or merge by reason of common ownership of the Property (or any portion thereof).
8. Non-Dedication. Nothing contained in this Agreement shall be deemed to be a gift or dedication of any portion of the Property to the general public or for any public use or purpose whatsoever, except for the use of this easement by the City on behalf of the public or to confer upon any person, other than the parties herein, their successors and assigns, any rights or remedies under or by reason of this Agreement.

IN WITNESS WHEREOF, this Agreement is executed the day and year first above written.

ST. FRANCIS INDEPENDENT
SCHOOL DISTRICT NO. 15

CITY OF ST. FRANCIS

By: _____

By: Jerry Tveit

Its: _____

Its: Mayor

By: _____

By: Barb Held

Its: _____

Its: Clerk

STATE OF MINNESOTA)
)
COUNTY OF _____)

The foregoing document was acknowledged before me this ____ day of _____, 20__, by _____ and _____, the _____ and _____ of St. Francis Independent School District No. 15, a political subdivision under the laws of Minnesota, on behalf of the political subdivision.

Notary Public

STATE OF MINNESOTA)
)
COUNTY OF _____)

The foregoing document was acknowledged before me this ____ day of _____, 20__, by Jerry Tveit, the Mayor, and Barb Held, the Clerk of City of St. Francis, a Minnesota municipal corporation, on behalf of the corporation.

Notary Public

THIS INSTRUMENT WAS DRAFTED BY:

Barna, Guzy & Steffen, Ltd. (TDE)

400 Northtown Financial Plaza

200 Coon Rapids Boulevard

Minneapolis, MN 55433

Telephone: 763-780-8500

574109-v3

EXHIBIT A
(LEGAL DESCRIPTION OF REAL PROPERTY
OWNED BY I.S.D. NO. 15)

Outlot 15 and vacated County Road 28, according to VILLAGE OF ST. FRANCIS AUDITORS
PLAT, Anoka County, Minnesota.

EXHIBIT B
(PROPERTY EASEMENT AREA)

A 20.00 foot wide sanitary sewer easement over under and across portions of Outlot 15 and vacated County Road 28, according to VILLAGE OF ST. FRANCIS AUDITORS PLAT, Anoka County, Minnesota, the centerline of said easement is described as follows:

Commencing at the southwest corner of the Southwest Quarter of the Southwest Quarter, Section 32, Township 34, Range 24, Anoka County, Minnesota; thence North 00 degrees 26 minutes 32 seconds West, a distance of 1206.78 feet to the point of beginning of the centerline to be described; thence North 89 degrees 28 minutes 14 seconds East, a distance of 950.52 feet; thence North 38 degrees 18 minutes 22 seconds East, a distance of 18.99 feet; thence North 89 degrees 48 minutes 04 seconds East, a distance of 109.59 feet; thence South 32 degrees 10 minutes 42 seconds East, a distance of 16.64 feet; thence North 89 degrees 28 minutes 14 seconds East, a distance of 234.76 feet to the east line of said Southwest Quarter of the Southwest Quarter. The sidelines of said easement are to be shortened to terminate on the east line of Highway 47 and the west line of Third Street.

AGENDA REPORT

TO: City Administrator
FROM: Dean Kapler, Fire Chief
SUBJECT: Fire Officer Placements
DATE: February 4, 2013

INTRODUCTION

The Fire Chief is recommending to name an Assistant Fire Chief and Captain

BACKGROUND

The Fire Chief has gone through a process to name an Assistant Fire Chief. This process included: application period, interview with panel made up of Fire Chief and 2 non-officer firefighters, discussion with City Administrator on the person chosen. It should be noted that the person chosen is currently a Captain. Part of the process was to also backfill the Captain position. The Captains position is filled by a current Lieutenant, which leaves an opening for a Lieutenant. This position will follow the same process to be filled shortly.

Fire Officer makeup is as follows:

Fire Chief (1)
Assistant Fire Chief (1)
Fire Captain (1)
Lieutenant (4)
Training Officer/Lieutenant (1)

RECOMMENDATION

Council to authorize Dan Thompson to be named the Assistant Fire Chief and Barry McDonough to be named the Captain.

BUDGET IMPACT

Assistant Fire Chief rate of pay is \$1500/yr and the Captain rate is \$900/yr per Resolution 2010-29. These costs will be taken from personnel services portion of the Fire Budget and is part of the 2013 forecasted budget.

Attachments:

1. None

CITY OF ST. FRANCIS
ST. FRANCIS, MN
ANOKA COUNTY

CITY COUNCIL/MANAGEMENT TEAM WORK SESSION NOTES

JANUARY 27, 2013

The City Council held a Work Session on January 27, 2013 at 1:00 pm at the St. Francis Community Center. Present were Mayor Tveit, Council members Mike Haggard, Tim Brown and Amy Lazere. Council member Chris McClish was excused. Also present were City Administrator Matt Hylen, Finance Director Darcy Mulvihill, Public Works Director Paul Teicher, Police Chief Jeff Harapat, Police Sergeant Jake Rehling, Fire Chief Dean Kapler, Liquor Store Manager John Schmidt, Building Inspector Andy Schreder and City Clerk Barb Held.

Mayor Tveit welcomed everyone. City Administrator, Matt Hylen handed out the Newly Elected Orientation Guide to all present. Each section of this document was discussed along with each City department head giving a brief overview of their department.

City Council and the management team discussed priorities and future growth. Growth being both in residential and commercial.

Mayor Tveit adjourned the Work Session at 4:43 pm.

Respectfully submitted,

Barb Held
City Clerk



PAYMENT BATCH AP 02-04-13

ADVANCED PUBLIC SAFETY, INC.

01/18/2013	12238	E 208-42110-441	Miscellaneous	PRINTER FOR POLICE CAR	864.46
					\$864.46

ALLIED EQUIPMENT

01/22/2012	33381	E 101-43100-237	Small Equipment	MITSI	103.59
01/22/2012	33381	E 101-45200-237	Small Equipment	MITSI	103.59
01/22/2012	33381	E 601-49440-237	Small Equipment	MITSI	103.59
01/22/2012	33381	E 602-49490-237	Small Equipment	MITSI	103.59
					\$414.36

ALLINA HOSPITALS

01/01/2013	10016503	E 101-42210-208	Training and Instruction	1ST QTR MEDICAL DIRECTOR	300.00
					\$300.00

AMERIPRIDE LINEN & APPAREL SER

01/16/2013	1002356102	E 609-49750-219	Rug Maintenance	Rugs-Liquor Store	49.07
01/23/2013	1002362580	E 101-41940-219	Rug Maintenance	Rugs-City Hall	52.09
					\$101.16

ANCOM TECHNICAL CENTER

01/16/2013	34574	E 101-42210-218	Equipment Repair & Maintenance	PAGER REPAIR	12.00
					\$12.00

ANOKA COUNTY CENTRAL COMM.

12/07/2012	201290	E 101-42110-217	Other Operating Supplies	DESKTOP CHARGER	123.75
					\$123.75

ANOKA COUNTY TREASURY DEPT.

12/31/2012	224852	E 101-43100-408	Ice & Snow Removal	BRINE PURCHASED	45.96
01/17/2013	224592	E 101-45200-433	Dues and Subscriptions	ANNUAL LICENSE RENEWAL FC	250.00
					\$295.96

ASSURANT EMPLOYEE BENEFITS

01/24/2013	5447229.02113	E 101-41400-130	Employer Paid Insurance	2/1/13 - 2/28/13	145.97
01/24/2013	5447229.02113	E 101-41500-130	Employer Paid Insurance	2/1/13 - 2/28/13	53.23
01/24/2013	5447229.02113	E 101-42110-130	Employer Paid Insurance	2/1/13 - 2/28/13	572.62
01/24/2013	5447229.02113	E 101-42400-130	Employer Paid Insurance	2/1/13 - 2/28/13	48.40
01/24/2013	5447229.02113	E 101-43100-130	Employer Paid Insurance	2/1/13 - 2/28/13	60.83
01/24/2013	5447229.02113	E 101-43210-130	Employer Paid Insurance	2/1/13 - 2/28/13	13.51
01/24/2013	5447229.02113	E 101-45200-130	Employer Paid Insurance	2/1/13 - 2/28/13	60.83
01/24/2013	5447229.02113	E 601-49440-130	Employer Paid Insurance	2/1/13 - 2/28/13	64.92
01/24/2013	5447229.02113	E 602-49490-130	Employer Paid Insurance	2/1/13 - 2/28/13	64.91
01/24/2013	5447229.02113	E 609-49750-130	Employer Paid Insurance	2/1/13 - 2/28/13	94.42
					\$1,179.64

BROTHERS FIRE PROTECTION CO

01/15/2013	90062	E 402-43000-441	Miscellaneous	CHANGE OUT CARD READER	1,129.00
					\$1,129.00

CENTERPOINT ENERGY

01/17/2013	5939160-7.0113	E 101-43100-383	Gas Utilities	PUBLIC WORKS	9.64
01/17/2013	5939160-7.0113	E 101-45200-383	Gas Utilities	PUBLIC WORKS	9.64
01/17/2013	5944643-5.0113	E 609-49750-383	Gas Utilities	LIQUOR	291.21
01/17/2013	5945449-6.0113	E 101-42210-383	Gas Utilities	POLICE/FIRE	1,288.66
01/17/2013	5963820-5.0113	E 101-45200-383	Gas Utilities	WARMING HOUSE	250.50
01/17/2013	6002544-2.0113	E 601-49440-383	Gas Utilities	PUBLIC WORKS	81.86
01/17/2013	6002544-2.0113	E 602-49490-383	Gas Utilities	PUBLIC WORKS	81.87
01/17/2013	6002548-3.0113	E 602-49490-383	Gas Utilities	WWTP	319.72
01/17/2013	6886465-1.0113	E 101-41940-383	Gas Utilities	CITY HALL	56.25
01/17/2013	6886468-5.0113	E 101-41940-383	Gas Utilities	CITY HALL	31.54
01/17/2013	6886472-7.0113	E 101-41940-383	Gas Utilities	CITY HALL	41.57
01/17/2013	6886475-0.0113	E 101-41940-383	Gas Utilities	CITY HALL	41.57
01/17/2013	7900331-5.0113	E 601-49440-383	Gas Utilities	WATER	990.40
01/17/2013	896441-9.0113	E 602-49490-383	Gas Utilities	LIFT STATION	12.85
01/17/2013	9680285-5.0113	E 101-42110-383	Gas Utilities	POLICE/PW	1,478.09
01/17/2013	9680285-5.0113	E 101-43100-383	Gas Utilities	POLICE/PW	369.52
01/17/2013	9680285-5.0113	E 101-45200-383	Gas Utilities	POLICE/PW	369.52
01/17/2013	9680285-5.0113	E 601-49440-383	Gas Utilities	POLICE/PW	369.52
01/17/2013	9680285-5.0113	E 602-49490-383	Gas Utilities	POLICE/PW	369.52
					\$6,463.45

CENTRAL HYDRAULICS, INC.

12/19/2012	23912	E 402-43000-441	Miscellaneous	QUICK COUPLER	103.01
01/11/2013	24126	E 402-43000-441	Miscellaneous	QUICK COUPLERS	75.75
					\$178.76

COCA COLA REFRESHMENTS

01/22/2013	118092226	E 609-49751-254	Miscellaneous Merchandise	MISC	352.34
					\$352.34

CONNEXUS ENERGY

01/21/2013	298392.0113	E 101-41940-381	Electric Utilities	ELECTRIC	522.37
01/21/2013	298393.0113	E 602-49451-381	Electric Utilities	ELECTRIC	6,173.45
01/21/2013	298394.0113	E 101-45200-381	Electric Utilities	ELECTRIC	354.05
01/21/2013	298395.0113	E 601-49440-380	Electric-System	ELECTRIC	4,304.83
01/21/2013	301895.0113	E 101-41940-381	Electric Utilities	ELECTRIC	109.91
01/21/2013	302965.0113	E 101-42110-381	Electric Utilities	ELECTRIC	5.34
01/21/2013	302965.0113	E 101-42110-381	Electric Utilities	ELECTRIC	5.34
01/21/2013	302965.0113	E 101-42210-381	Electric Utilities	ELECTRIC	597.75
01/21/2013	302965.0113	E 101-43100-381	Electric Utilities	ELECTRIC	10.59
01/21/2013	302965.0113	E 101-45200-381	Electric Utilities	ELECTRIC	10.60
01/21/2013	302965.0113	E 609-49750-381	Electric Utilities	ELECTRIC	1,084.72
01/21/2013	303103.0113	E 101-42110-381	Electric Utilities	ELECTRIC	663.71
01/21/2013	303103.0113	E 101-43100-381	Electric Utilities	ELECTRIC	165.93
01/21/2013	303103.0113	E 101-45200-381	Electric Utilities	ELECTRIC	165.93
01/21/2013	303103.0113	E 601-49440-381	Electric Utilities	ELECTRIC	165.93
01/21/2013	303103.0113	E 602-49451-381	Electric Utilities	ELECTRIC	165.93
01/21/2013	398396.0113	E 101-43100-386	Street Lighting	ELECTRIC	3,585.92

					\$18,092.30
CONSTRUCTION & GENERAL					
	G 101-21707	Union Dues		FEBRUARY 2013	156.00
					\$156.00
CRYSTAL SPRINGS ICE					
01/15/2013	42551	E 609-49751-254	Miscellaneous Merchandise	MISC	111.40
					\$111.40
DAHLHEIMER DIST. CO. INC.					
01/16/2013	1027540	E 609-49751-252	Beer For Resale	BEER	4,867.79
01/16/2013	1027540	E 609-49751-254	Miscellaneous Merchandise	MISC	84.00
01/16/2013	1027540	E 609-49751-255	N/A Products	N/A	31.00
01/23/2013	1049794	E 609-49751-252	Beer For Resale	BEER	2,183.72
					\$7,166.51
DAY DISTRIBUTING CO.					
01/18/2013	685406	E 609-49751-252	Beer For Resale	BEER	1,262.90
01/18/2013	685406	E 609-49751-255	N/A Products	N/A	19.20
					\$1,282.10
EAGLE GARAGE DOOR CO.					
01/08/2013	3414	E 101-42210-401	Repairs/Maint Buildings	REPAIR GARAGE DOOR	1,115.00
01/23/2013	3418	E 101-42210-401	Repairs/Maint Buildings	INSTALLED RECEIVERS	1,515.00
					\$2,630.00
FERGUSON WATERWORKS					
01/15/2013	9360	E 601-49440-229	Project Repair & Maintenance	BREAK FLG	251.64
01/23/2013	9360-1	E 601-49440-229	Project Repair & Maintenance	BREAK FLG	117.26
					\$368.90
G&K SERVICES, INC					
01/18/2013	104335299	E 601-49440-402	Janitorial Service	MATS	16.03
01/18/2013	1043352994	E 101-42110-402	Janitorial Service	MATS, TOWELS, DUSTMOP	19.61
01/18/2013	1043352994	E 101-43100-402	Janitorial Service	MATS, TOWELS, DUSTMOP	4.89
01/18/2013	1043352994	E 101-45200-402	Janitorial Service	MATS, TOWELS, DUSTMOP	4.89
01/18/2013	1043352994	E 601-49440-402	Janitorial Service	MATS, TOWELS, DUSTMOP	4.89
01/18/2013	1043352994	E 602-49490-402	Janitorial Service	MATS, TOWELS, DUSTMOP	4.89
					\$55.20
GR MECHANICAL					
01/14/2013	11201	E 402-43000-441	Miscellaneous	FIRE HOSE ADAPTERS	575.55
					\$575.55
GRAINGER, INC.					
01/16/2013	9042654641	E 402-43000-441	Miscellaneous	CORD REELS	266.72
					\$266.72
GRANITE CITY JOBBING CO.					
01/15/2013	748624	E 609-49750-210	Operating Supplies	OPERATING	113.88
01/15/2013	748624	E 609-49751-206	Freight and Fuel Charges	FREIGHT	10.14
01/15/2013	748624	E 609-49751-254	Miscellaneous Merchandise	MISC	45.22
01/15/2013	748624	E 609-49751-256	Tobacco Products For Resale	TOBACCO	407.17
01/22/2013	749374	E 609-49751-206	Freight and Fuel Charges	FREIGHT	4.25
01/22/2013	749374	E 609-49751-254	Miscellaneous Merchandise	MISC	6.82

01/22/2013	749374	E 609-49751-256	Tobacco Products For Resale	TOBACCO	427.76
					\$1,015.24

HAWKINS, INC.

01/14/2013	3425948	E 601-49440-216	Chemicals and Chem Products	CHEMICALS	1,619.86
01/14/2013	3425949	E 602-49490-216	Chemicals and Chem Products	CHLORIDE	2,329.26
					\$3,949.12

HEWLETT-PACKARD COMPANY

01/14/2013	32888043-001	E 101-42110-217	Other Operating Supplies	ADAPTER	52.49
01/17/2013	32903555-002	E 402-43000-441	Miscellaneous	COMPAQ ELITE	657.69
					\$710.18

INNOVATIVE OFFICE SOLUTIONS, L

01/16/2013	203789	E 101-43100-200	Office Supplies	TISSUE	7.18
01/16/2013	203789	E 101-45200-200	Office Supplies	TISSUE	7.18
01/16/2013	203789	E 601-49440-200	Office Supplies	TISSUE	7.18
01/16/2013	203789	E 602-49490-200	Office Supplies	TISSUE	7.17
01/17/2013	204838	E 101-42210-217	Other Operating Supplies	SUPPLIES	85.69
					\$114.40

ISANTI COUNTY TREASURER

01/16/2013	98 9551	E 101-41410-441	Miscellaneous	NOV 12 GEN ELECTION COSTS	60.00
					\$60.00

ISD #15

11/06/2012	907	E 101-42110-221	Vehicle Repair & Maintenance	2010 CHARGER	154.93
12/19/2012	875	E 101-43100-218	Equipment Repair & Maintenance	KUBOTA	83.74
12/19/2012	875	E 101-45200-218	Equipment Repair & Maintenance	KUBOTA	83.74
01/02/2013	908	E 101-42110-221	Vehicle Repair & Maintenance	2010 CHARGER	52.51
01/14/2013	880	E 101-43100-218	Equipment Repair & Maintenance	2012 FORD SUPER DUTY	48.83
01/28/2013	825	E 101-42110-221	Vehicle Repair & Maintenance	2010 DODGE CHARGER	285.42
01/28/2013	909	E 101-42110-221	Vehicle Repair & Maintenance	2010 CHARGER	66.84
					\$776.01

J & B EQUIPMENT

01/14/2013	25093	E 402-43000-441	Miscellaneous	VARIABLE CONTROL HOIST	2,800.13
01/14/2013	25093	G 101-20810	Sales Tax Payable	USE TAX	(180.13)
					\$2,620.00

JJ TAYLOR DISTRIBUTING

01/17/2013	1992777	E 609-49751-206	Freight and Fuel Charges	FREIGHT	3.00
01/17/2013	1992777	E 609-49751-252	Beer For Resale	BEER	975.60
					\$978.60

JOHNSON BROS WHLSE LIQUOR

01/11/2013	562805	E 609-49751-206	Freight and Fuel Charges	CREDIT	(2.94)
01/11/2013	562805	E 609-49751-251	Liquor For Resale	LIQUOR CREDIT	(201.65)
01/16/2013	1482152	E 609-49751-206	Freight and Fuel Charges	FREIGHT	7.35
01/16/2013	1482152	E 609-49751-251	Liquor For Resale	LIQUOR	392.50
01/16/2013	1482153	E 609-49751-206	Freight and Fuel Charges	FREIGHT	5.88
01/16/2013	1482153	E 609-49751-253	Wine For Resale	WINE	169.80
01/23/2013	1486802	E 609-49751-206	Freight and Fuel Charges	FREIGHT	31.61
01/23/2013	1486802	E 609-49751-251	Liquor For Resale	LIQUOR	2,069.20
01/23/2013	1486803	E 609-49751-206	Freight and Fuel Charges	FREIGHT	33.81

01/23/2013	1486803	E 609-49751-253	Wine For Resale	WINE	1,065.55
01/24/2013	564351	E 609-49751-206	Freight and Fuel Charges	FREIGHT	(1.47)
01/24/2013	564351	E 609-49751-253	Wine For Resale	WINE CREDIT	(44.10)
					<hr/>
					\$3,525.54

KIMS KLEANING

01/29/2013	2265	E 101-41940-402	Janitorial Service	CITY HALL	256.52
01/29/2013	2266	E 101-43100-402	Janitorial Service	PUBLIC WORKS	828.32
01/29/2013	2267	E 601-49440-233	Water Treatment Plant Maint	WATER PLANT	171.00
01/29/2013	2269	E 101-42110-402	Janitorial Service	POLICE	961.92
01/29/2013	2270	E 101-42210-402	Janitorial Service	FIRE DEPT	136.81
01/29/2013	2284	E 101-45200-402	Janitorial Service	COMMUNITY CENTER	106.88
					<hr/>
					\$2,461.45

LAW ENFORCEMENT LABOR SVCS.

		G 101-21707	Union Dues	FEBRUARY 2013	360.00
					<hr/>
					\$360.00

LMC INSURANCE TRUST

01/12/2013	24290	E 101-41400-160	Work Comp Insurance	WORK COMP FINAL AUDIT	19.95
01/12/2013	24290	E 101-41400-160	Work Comp Insurance	WORK COMP FINAL AUDIT	31.47
01/12/2013	24290	E 101-41410-160	Work Comp Insurance	WORK COMP FINAL AUDIT	0.40
01/12/2013	24290	E 101-41500-160	Work Comp Insurance	WORK COMP FINAL AUDIT	24.17
01/12/2013	24290	E 101-42110-160	Work Comp Insurance	WORK COMP FINAL AUDIT	26.05
01/12/2013	24290	E 101-42110-160	Work Comp Insurance	WORK COMP FINAL AUDIT	825.55
01/12/2013	24290	E 101-42110-160	Work Comp Insurance	WORK COMP FINAL AUDIT	2.15
01/12/2013	24290	E 101-42210-160	Work Comp Insurance	WORK COMP FINAL AUDIT	279.06
01/12/2013	24290	E 101-43100-160	Work Comp Insurance	WORK COMP FINAL AUDIT	368.30
01/12/2013	24290	E 101-43210-160	Work Comp Insurance	WORK COMP FINAL AUDIT	22.38
01/12/2013	24290	E 101-45200-160	Work Comp Insurance	WORK COMP FINAL AUDIT	136.58
01/12/2013	24290	E 601-49440-160	Work Comp Insurance	WORK COMP FINAL AUDIT	153.09
01/12/2013	24290	E 602-49490-160	Work Comp Insurance	WORK COMP FINAL AUDIT	130.56
01/12/2013	24290	E 609-49750-160	Work Comp Insurance	WORK COMP FINAL AUDIT	111.29
					<hr/>
					\$2,131.00

MCDONALD DIST CO.

01/17/2013	320621	E 609-49751-206	Freight and Fuel Charges	FREIGHT	3.00
01/17/2013	320621	E 609-49751-252	Beer For Resale	BEER	4,557.40
01/17/2013	320621	E 609-49751-255	N/A Products	N/A	83.40
01/18/2013	320709	E 609-49751-252	Beer For Resale	BEER	588.00
01/24/2013	321133	E 609-49751-206	Freight and Fuel Charges	FREIGHT	3.00
01/24/2013	321133	E 609-49751-252	Beer For Resale	BEER	7,312.55
					<hr/>
					\$12,547.35

MIDCONTINENT COMMUNICATIONS

		E 101-41940-321	Telephone	FEB BILLS	209.90
		E 101-42110-321	Telephone	FEB BILLS	139.74
		E 101-42210-321	Telephone	FEB BILLS	139.95
		E 101-43100-321	Telephone	FEB BILLS	139.75
		E 601-49440-321	Telephone	FEB BILLS	34.98
		E 601-49440-321	Telephone	FEB BILLS	69.95
		E 601-49440-321	Telephone	FEB BILLS	69.95
		E 602-49490-321	Telephone	FEB BILLS	34.97

		E 609-49750-321	Telephone	FEB BILLS	69.95
					<u>69.95</u>
MN MUNICIPAL BEVERAGE ASSN.					
01/30/2013	013013	E 609-49750-208	Training and Instruction	SCHMIDT REGISTRATION	330.00
					<u>330.00</u>
					<u>\$330.00</u>
MN NCPERS LIFE INSURANCE					
01/23/2013	7334213	G 101-21713	MN Life	MONTHLY CHARGES	48.00
					<u>48.00</u>
					<u>\$48.00</u>
MPH INDUSTRIES, INC.					
01/21/2013	651640	E 208-42110-441	Miscellaneous	RADAR	2,008.18
					<u>2,008.18</u>
					<u>\$2,008.18</u>
NORTH AMERICAN SALT COMPANY					
01/14/2013	70921963	G 101-14100	Inventory of Material/Supply	BULK COARSE	7,034.90
					<u>7,034.90</u>
					<u>\$7,034.90</u>
NORTHERN AIR CORPORATION					
01/17/2013	88384	E 101-41940-401	Repairs/Maint Buildings	WINTER PREVENTITIVE MAINTENANCE	335.60
01/17/2013	88384	E 101-42210-401	Repairs/Maint Buildings	WINTER PREVENTITIVE MAINTENANCE	167.80
01/17/2013	88384	E 101-45200-401	Repairs/Maint Buildings	WINTER PREVENTITIVE MAINTENANCE	83.90
01/17/2013	88384	E 601-49440-401	Repairs/Maint Buildings	WINTER PREVENTITIVE MAINTENANCE	83.90
01/17/2013	88384	E 609-49750-401	Repairs/Maint Buildings	WINTER PREVENTITIVE MAINTENANCE	167.80
					<u>839.00</u>
					<u>\$839.00</u>
NORTHERN SAFETY CO., INC.					
01/21/2013	900276941	E 101-43100-237	Small Equipment	WELD SCREEN	92.31
01/21/2013	900276941	E 101-45200-237	Small Equipment	WELD SCREEN	92.31
01/21/2013	900276941	E 601-49440-237	Small Equipment	WELD SCREEN	92.31
01/21/2013	900276941	E 602-49490-237	Small Equipment	WELD SCREEN	92.32
01/21/2013	900276941	G 101-20810	Sales Tax Payable	WELD SCREEN	(18.49)
					<u>350.76</u>
					<u>\$350.76</u>
PACE ANALYTICAL SERVICES					
01/22/2013	131226989	E 601-49440-313	Sample Testing	MUNICIPAL POTABLE WATER	120.00
01/25/2013	131227076	E 602-49490-313	Sample Testing	TESTING	345.50
					<u>465.50</u>
					<u>\$465.50</u>
PHILLIPS WINE & SPIRITS CO.					
01/16/2013	2365229	E 609-49751-206	Freight and Fuel Charges	FREIGHT	19.11
01/16/2013	2365229	E 609-49751-251	Liquor For Resale	LIQUOR	1,074.05
01/16/2013	2365230	E 609-49751-206	Freight and Fuel Charges	FREIGHT	1.47
01/16/2013	2365230	E 609-49751-253	Wine For Resale	WINE	128.00
01/23/2013	2368357	E 609-49751-206	Freight and Fuel Charges	FREIGHT	11.76
01/23/2013	2368357	E 609-49751-253	Wine For Resale	WINE	397.35
01/23/2013	2368358	E 609-49751-206	Freight and Fuel Charges	FREIGHT	1.47
01/23/2013	2368358	E 609-49751-254	Miscellaneous Merchandise	MISC	37.25
01/24/2013	3498419	E 609-49751-206	Freight and Fuel Charges	FREIGHT	(2.94)
01/24/2013	3498419	E 609-49751-251	Liquor For Resale	LIQUOR CREDIT	(202.00)
01/24/2013	3498420	E 609-49751-206	Freight and Fuel Charges	FREIGHT	(1.47)
01/24/2013	3498420	E 609-49751-253	Wine For Resale	WINE CREDIT	(25.55)
02/13/2013	2368356	E 609-49751-206	Freight and Fuel Charges	FREIGHT	45.57
02/13/2013	2368356	E 609-49751-251	Liquor For Resale	LIQUOR	2,140.00

						\$3,624.07
PLEAA						
01/30/2013	013013	E 101-42110-433	Dues and Subscriptions	2013 DUES		35.00
						\$35.00
RAMSEY, CITY OF						
01/30/2013	013013	E 101-42210-311	Contract	CHIEF KAPLER'S SERVICES - JA		666.00
						\$666.00
RUSSELL SECURITY RESOURCE INC.						
01/21/2013	21007	E 101-45200-401	Repairs/Maint Buildings	SERVICE		179.17
						\$179.17
SCHREDER, ANDY						
01/30/2013	013013	E 101-42400-331	Travel Expenses	MILEAGE		30.51
						\$30.51
SHI INTERNATIONAL CORP						
01/15/2013	906061	E 101-42110-217	Other Operating Supplies	CABLE		9.64
01/18/2013	911351	E 101-42110-200	Office Supplies	ROBERTS COMP SPEAKERS		8.42
						\$18.06
SKINNER, MARLINE						
01/30/2013	013013	E 101-42700-311	Contract	JANUARY CONTRACT		500.00
						\$500.00
SOUTHERN WINE & SPIRITS OF MN						
01/14/2013	1998799	E 609-49751-206	Freight and Fuel Charges	FREIGHT		10.94
01/14/2013	1998799	E 609-49751-253	Wine For Resale	WINE		619.98
01/17/2013	2000343	E 609-49751-206	Freight and Fuel Charges	FREIGHT		12.71
01/17/2013	2000343	E 609-49751-251	Liquor For Resale	LIQUOR		1,143.40
01/17/2013	2000343	E 609-49751-253	Wine For Resale	WINE		132.00
01/24/2013	2000376	E 609-49751-206	Freight and Fuel Charges	FREIGHT		13.96
01/24/2013	2000376	E 609-49751-251	Liquor For Resale	LIQUOR		1,514.73
						\$3,447.72
STERLING TROPHY						
11/14/2012	10941	E 101-42210-217	Other Operating Supplies	ENGRAVING		153.90
						\$153.90
SUSA						
01/30/2013	013013	E 601-49440-433	Dues and Subscriptions	ANNUAL REGISTRATION FEE		62.50
01/30/2013	013013	E 602-49490-433	Dues and Subscriptions	ANNUAL REGISTRATION FEE		62.50
						\$125.00
THE AMERICAN BOTTLING COMPANY						
01/14/2013	2449717487	E 609-49751-254	Miscellaneous Merchandise	MISC		263.80
01/28/2013	2449717638	E 609-49751-254	Miscellaneous Merchandise	MISC		100.80
						\$364.60
THORPE DISTRIBUTING COMPANY						
01/11/2013	726299	E 609-49751-252	Beer For Resale	BEER		127.50
01/25/2013	734005	E 609-49751-252	Beer For Resale	BEER		176.00
						\$303.50
TOWMASTER						

01/15/2013	345007	E 101-43100-221	Vehicle Repair & Maintenance	FILTER ELEMENT	111.25
					<u>111.25</u>

WELLS FARGO

11/15/2012	26-787991DC9	E 101-42210-601	Debt Srv Bond Principal	LOAN PAYMENT FIRE TRUCK	14,038.41
11/15/2012	26-787991DC9	E 101-42210-611	Bond Interest	LOAN PAYMENT FIRE TRUCK	2,522.36
					<u>\$16,560.77</u>

WINE MERCHANTS

01/16/2013	440381	E 609-49751-206	Freight and Fuel Charges	FREIGHT	5.88
01/16/2013	440381	E 609-49751-253	Wine For Resale	WINE	272.00
					<u>\$277.88</u>

WIRTZ BEVERAGE MN

01/17/2013	166661	E 609-49751-206	Freight and Fuel Charges	FREIGHT	20.30
01/17/2013	166661	E 609-49751-251	Liquor For Resale	LIQUOR	789.23
01/17/2013	166661	E 609-49751-253	Wine For Resale	WINE	543.40
01/24/2013	169473	E 609-49751-206	Freight and Fuel Charges	FREIGHT	30.45
01/24/2013	169473	E 609-49751-251	Liquor For Resale	LIQUOR	1,028.63
01/24/2013	169473	E 609-49751-253	Wine For Resale	WINE	903.48
					<u>\$3,315.49</u>

\$115,066.85

FUND SUMMARY

101 GENERAL FUND	\$46,820.96
208 POLICE FORFEITURE	\$2,872.64
402 CAPITAL EQUIPMENT	\$5,607.85
601 WATER FUND	\$8,955.59
602 SEWER FUND	\$10,299.01
609 MUNICIPAL LIQUOR FUND	\$40,510.80
Total	<u>115,066.85</u>