

**CITY OF NORTH ST. PAUL
CITY COUNCIL
REGULAR MEETING AGENDA
OCTOBER 2, 2018
6:30 PM**

North St. Paul City Hall – Council Chambers
2400 Margaret Street

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

Council Member Furlong
Council Member Petersen
Council Member Walczak
Council Member Sonnek
Mayor Kuehn

IV. ADOPT AGENDA

V. PRESENTATIONS

VI. CONSENT AGENDA

- A. September 18, 2018 workshop meeting minutes.
- B. September 18, 2018 regular meeting minutes.
- C. General accounts payable: \$545,631.61.
- D. HRA accounts payable: \$10,388.77.
- E. Approval to close City Hall at noon when Christmas Eve falls on a weekday.
- F. Ordinance No. 773, 2019 Municipal and Utility Fee Schedule.
- G. School Resource Officer Agreement with ISD #622 for the 2018-2019 School Year.
- H. 2018 Public Works Equipment purchase and declaring surplus or trade-in miscellaneous items.

VII. MEETING OPEN TO THE PUBLIC

Note: This is a courtesy extended to persons wishing to address the council who are not on the agenda. A completed public comment form should be presented to the Deputy Clerk prior to the meeting; presentations will be limited to 3 minutes. This session will be limited to 15 minutes.

VIII. PUBLIC HEARINGS

- A. 2018 Street and Utilities Improvement Assessment Hearing SAD 18-01
- B. 2018 Pavement Management Project Assessment Hearing SAD 18-02

IX. CITY BUSINESS ACTION ITEMS & RECOMMENDATIONS

- A. 2018 Pavement Management Project receive bids and award contract SAD 18-02

- X. REPORTS OF CITY MANAGER & DEPARTMENTS**
- XI. REPORTS OF COUNCIL, COMMISSIONS & COMMITTEES**
- XII. GENERAL BUSINESS**
- XIII. CLOSED SESSION**
 There are no closed sessions.
- XIV. ADJOURNMENT**

The next regularly scheduled City Council meeting is Tuesday, October 16, 2018 at 6:30 p.m.

City of North Saint Paul
September 18, 2018
Proposed City Council Workshop Meeting Minutes

I. CALL TO ORDER

Mayor Kuehn called the meeting to order at 5:00 p.m.

II. ROLL CALL

Present: Council Member Terry Furlong
Council Member Candy Petersen
Council Member Jan Walczak
Mayor Mike Kuehn

Absent: Council Member Tom Sonnek

Staff: City Manager Dr. Craig Waldron, Deputy Clerk Mary Mills, Strategic Operations
Director Debra Gustafson, Fire Chief Scott Duddeck, Attorney Amy Schutt.

Guests: Joe Miller, Rotary; Shawn Berry, NAI Architects

III. ADOPT AGENDA

On motion by Council Member Furlong, seconded by Council Member Petersen, with all present voting aye, Council Member Sonnek absent, motion carried (4-0) to approve the agenda as presented.

IV. TOPIC(S)

A. 3.2 beer discussion.

Attorney Amy Schutt of Campbell Knutson was present to answer questions related to the licensing for 3.2 malt liquor beverages.

CC Furlong stated that with the changing liquor landscape in Minnesota it is more difficult to find and purchase 3.2 beer. Furlong is the retailer that Polar Charities Inc. (McKnight Fields concessions) purchases it from. Schutt stated that the State Statutes are very clear on the types of licenses certain businesses and groups can obtain. In order to be able to sell strong beer as a non-profit or club, both an On-Sale Wine License and an On-Sale Beer License must be purchased. The main issue here is the cost of the licensing. The City has the ability to lessen the fee, but that would require an ordinance change, and then have to pertain to any new licenses for new charities coming in as well.

It was strongly urged that this matter be brought to the attention of the Legislature to request a change to the law regarding licensing and strong beer.

B. Rotary Park bathrooms.

Debra Gustafson introduced Joe Miller and Shawn Berry of the Rotary Club. She reviewed the report:

- In 2013, Rotary Club of North St. Paul, Maplewood and Oakdale developed the attached Master Plan for Rotary Park. On March 5, 2013, City Council adopted the Master Plan. As noted on the Council approved resolution phase two of the Master Plan includes construction of permanent restrooms.
- Since the Master Plan was adopted Rotary Club has invested countless hours and financial resources into the park, so far they have invested \$51,100 to the improve Rotary Park.
- Park improvements Rotary Club have funded include: drinking fountain, two open aired shelters, bike racks, flag poles, rain garden, photo eye, monument sign, cement, picnic tables and benches.
- Attached are the building plans for the restrooms. The restroom plans have been reviewed and approved by City Engineer Dawley.
- The Parks and Recreation Commission reviewed the proposed restrooms at their June 27, 2018 regular meeting and provided the following feedback:
 - They recommend making both restrooms gender neutral.
 - Expressed some concerns regarding the possibility of people sleeping in the restrooms and vandalism.
 - Also had some concerns regarding ongoing maintenance costs and utility costs.
- Rotary recommends keeping the restrooms gender specific since the Rotary Club recommended gender specific restrooms and it has also been noted by our cleaning crew that men's restroom with a designated urinal are easier to keep clean and maintained.
- Since the parcel where the restrooms will be constructed is on land in DNR's name. Staff and Rotary Club are working with the DNR to update the cooperative agreement to include the restroom facility. City Staff, Rotary, and the DNR met onsite at Rotary Park on September 10th to discuss the project. The DNR stated that they would be willing to update our cooperative agreement to include the restroom facility. The DNR stated that the updated cooperative agreement needs to be in place prior to the start of construction.
- The DNR completed an ADA assessment of the restrooms, their feedback has been shared with the building architect and incorporated into the project plans. The building plans meet ADA requirements.

Financial Impact:

- City staff has submitted several grant applications for the Federal Recreational Trails Grant Program to secure funding for the project, both grant application were unsuccessful. After the failed grant attempts, Rotary Club has taken it upon themselves to raise the funds through in-kind donations, monetary donations and Rotary Club Grants.
- Rotary Club has raised all necessary monetary and in-kind donations to build the restrooms, with the exception of SAC fees and earthwork (grading and fill). Attached is their project budget and funding information. The estimated project cost is \$89,000.
- Rotary has requested the City waive city building permit fees and pay for the Metropolitan Council SAC Fee in the amount of \$2,485 and earthwork (grading and fill) in the amount of \$5,900. City staff is currently in discussions with a contractor regarding possibly having the earthwork donated.
- After completion of the project the City would be responsible for facility maintenance, utilities (electricity and water) and supplies (They are planning to install electric dryers, only toilet paper would be needed). All funding would be paid for through the City's

If the proposed project is approved by Council, Rotary Club would like to start construction at the end of September. Prior to the start of the project construction the City needs to obtain the updated cooperative agreement from the DNR. The project is estimated to take two months. Rotary Club is hoping to have the project completed by November 2018.

City Council recommended consideration for approval at the September 18, 2018 regular City Council Meeting.

V. OTHER BUSINESS

There was no other business.

VI. ADJOURNMENT

There being no further business, on motion by Council Member Walczak, seconded by Council Member Furlong, with all present voting aye, Council Member Sonnek absent (4-0), Mayor Kuehn adjourned the workshop meeting at 5:55 p.m.

Michael R. Kuehn, Mayor

Attest:

Dr. Craig Waldron, City Manager

**City of North Saint Paul
September 18, 2018
Proposed Regular City Council Meeting Minutes**

I. CALL TO ORDER

Mayor Kuehn called the meeting to order at 6:30 p.m.

II. THE PLEDGE OF ALLEGIANCE

All present recited the Pledge of Allegiance.

III. ROLL CALL

Present: Council Member Terry Furlong
Council Member Candy Petersen
Council Member Jan Walczak
Mayor Mike Kuehn

Absent: Council Member Tom Sonnek

Staff: City Manager Dr. Craig Waldron, Deputy Clerk Mary Mills, Strategic Operations
Director Debra Gustafson, Fire Chief Scott Duddeck, Attorney Amy Schutt.

IV. ADOPT AGENDA

Mayor Kuehn noted that there was an additional item to add to the agenda. Item C. under City Business: Building Inspection Agreement.

On motion by Council Member Petersen, seconded by Council Member Furlong, with all present voting aye, Council Member Sonnek absent, motion carried (4-0), to approve the agenda as amended.

V. PRESENTATIONS

There were no presentations.

VI. APPROVAL OF CONSENT AGENDA

On motion by Council Member Furlong, seconded by Council Member Walczak, with all present voting aye, Council Member Sonnek absent, motion carried (4-0) to approve the consent agenda, Resolution No. 2018-120 consisting of:

- A. September 4, 2018 workshop meeting minutes.
- B. September 4, 2018 regular meeting minutes.
- C. General accounts payable: \$1,563,201.23.
- D. EDA accounts payable: \$2,456.89.
- E. HRA accounts payable: \$28,525.91.
- F. Approval of Special Event Permit North Star Museum Derby Night located at 2640 7th Avenue E. on Saturday, November 17, 2018. Resolution No. 2018-121.

- G. Approval of 2018 Street and Utility Improvement Project (Bid Package No. 1) Payment to Northdale Construction.
- H. Annual designation of combined polling places for 2019 elections. Resolution No. 2018-122.
- I. Authorize the closing of City Hall on Wednesday, December 12, 2018 from 11:30 a.m. until 1:30 p.m. to conduct an all staff recognition event.
- J. Set Public Hearing date for unpaid bill special assessments for October 16, 2018. Resolution No. 2018-123.
- K. Set Public Meeting Date for SWPPP Annual Review October 24, 2018 at the Parks and Recreation Commission meeting.
- L. Park Fund budget request in the amount of \$1,632 to purchase a snowman historical information sign with all funding coming from the Park Fund. Resolution No. 2018-124.
- M. 2018 Computer Replacement Funding Request.
- N. Lease Agreement with the City of Maplewood for Fiber Services.

VII. MEETING OPEN TO PUBLIC

Mary Kvall stated that there will be a “Meet the Candidates” question and answer forum on October 10, 2018 at 6:30 p.m. at the American Legion. The candidates running for city offices will be present.

VIII. PUBLIC HEARINGS

There were no scheduled hearings.

IX. CITY BUSINESS ACTION ITEMS & RECOMMENDATIONS

A. Rotary Park Restrooms.

Debra Gustafson, Strategic Operations Director, presented a request for authorization for Rotary Club of North St. Paul, Oakdale and Maplewood to construct permanent restrooms at Rotary Park. This item had been discussed at length at the council workshop session and council requested it come forward for formal approval.

Pursuant to Resolution 2013-037, City Council adopted Rotary Park Master Plan for phase two of construction. Phase two includes the construction of permanent restrooms at Rotary Park.

Rotary Club has raised all funds to build the permanent restrooms, with the exception of the Metropolitan Council SAC fee in the amount of \$2,485 and earthwork (grading and fill) in the amount of \$5,900. Rotary has requested the City to pay for the SAC fee and earthwork costs.

After completion of the project the City will be responsible for maintenance of the facility and utilities. As with other city facilities, costs associated with the facility will be funded by the building maintenance fund.

On motion by Council Member Furlong, seconded by Council Member Walczak, with all present voting aye, Council Member Sonnek absent, motion carried (4-0), to authorize the Rotary Club to construct permanent restrooms at Rotary Park with \$2,485 SAC fee and \$5,900

earthwork coming from the building maintenance fund and the remaining project funding coming from Rotary Club.

Council Member Furlong also noted the Rotary sponsored “The American Spirit”, which is a program that delivers and sets flags in resident’s properties on six days of the year. This is a great program and Furlong requested that it be promoted on the City Website and run in the city newsletter.

B. Interim Use Permit Update.

City Manager Waldron and Attorney Amy Schutt stated that this item had been referred to the Planning Commission. The Planning Commission did not prepare a recommendation as of yet, and this item will be tabled indefinitely to allow the Planning Commission to conduct further review and prepare a recommendation.

On motion by Council Member Petersen, seconded by Council Member Walczak, with all present voting aye, Council Member Sonnek absent, motion carried (4-0), to table this item indefinitely to allow the Planning Commission to review and prepare a recommendation.

Additional Item C. Building Inspection Agreement.

Fire Chief Scott Duddeck presented a request for authorization to enter into an agreement for contract building official/building inspection services with MNSPECT, LLC to serve as the City’s building official.

Jim Henneck, Building Official, is no longer with the City of North Saint Paul. Jim’s last day was Friday, September 14, 2018. The request for this agreement is to fill the vacancy left by James Henneck’s resignation. This is intended to be temporary until the hiring process is completed to replace this staff position.

Staff is coordinating replacement services for this position in conjunction with code compliance and will restore continuity of these services quickly. Staff is requesting authorization to enter into an agreement for contract building official/building inspection services with MNSPECT, LLC to serve as the City’s building official effective September 18, 2018 until December 31, 2018 unless extended as mutually agreed.

Scott Qualle stated that MNSPECT is a company that has been around since 2005. Currently they serve 19 communities, and do backup for nine cities. They have 20 employees and five who answer phone calls, schedule inspections, deal with problems and questions. All inspections are scheduled same day if possible, next day if not, and they are time specific, not approximate. The commercial plumbing review delegation has been in place since 2006.

Scott Qualle will be the designated building official, but will also delegate work as needed to other inspectors authorized by MNSPECT, LLC. Code compliance staff will handle some minor inspections as appropriate and will be taking a more active role in following up on permits and checking to see that permits are in place for work being done.

Write for a year with a 60 day out clause.

Staff has created a new Building Inspection Phone Number 651-747-2415 and a new email address for Building Inspections: buildinginspections@northstpaul.org

On motion by Council Member Petersen, seconded by Council Member Walczak, with all present voting aye, Council Member Sonnek absent, motion carried (4-0), to authorize the City to enter into an agreement for contract building official/building inspection services with MNSPECT, LLC to serve as the City's building official effective September 18, 2018. The agreement shall remain in force and effect from the effective date of service for a period of one year. During the initial term either party may terminate this agreement by giving 60 days written notice to the other party, thereafter this agreement shall automatically renew for a successive three year term unless either party gives written notice to the other party at least 60 days prior to the expiration of that initial term.

In addition, a new ordinance is requested to be adopted that would allow enhanced services for commercial plumbing plan review. It does require an amendment, however, to say that forms will be turned into the Office of Building Inspections, not the Engineer.

On motion by Council Member Furlong, seconded by Council Member Walczak, with all present voting aye, Council Member Sonnek absent, motion carried (4-0), to adopt Ordinance Number 772, Title XV, Land Usage, Chapter 150, Building Regulations, as amended.

X. REPORTS OF CITY MANAGER AND DEPARTMENTS

City Manager Waldron thanked Laurie Koehnle for the nice job she does preparing updates to the North St. Paul Business Association lunch.

XI. REPORTS OF COUNCIL, COMMISSIONS & COMMITTEES

Council Member Petersen stated that the Ramsey Washington Suburban Cable Commission is encouraging cities to utilize the funds available for equipment upgrades; the litigation with Maplewood is ongoing.

Council Member Furlong had the following items:

- Star Watch with Mike Lynch will take place on October 4, 2018 at 7:00 p.m. at Casey Lake Park.
- Fall Work Day at Southwood Nature Preserve is October 20, 2018 from 9:00 a.m. – noon.
- Trick or Treat Trail at Casey Lake Park is October 20, 2018 from 2:00 – 4:00 p.m.
- Veteran's Memorial Park hosted a ceremony for the promotion of four sailors to the rank of Navy Chiefs.

Mayor Kuehn summarized the Economic Development Authority meeting topics: Anchor Block site development; Margaret Street across from City Hall; the Old City Hall site; Suite Living at Commerce Park.

XII. GENERAL BUSINESS

Council Member Petersen had the following general business:

- Gave a shout out to Elizabeth at Bakkenwood for her work with the Fall Roundup parade.
- The POW/MIA March was very solemn and the Veteran's Memorial Park is a beautiful venue.

Council Member Furlong had the following general business:

- There will be an open house at the Community Center location for Kokoro Volley Ball, Wednesday, September 26 from 6:00 – 9:00 p.m.
- St. Peter Church will conduct its Fall Festival September 28-30, 2018.
- The Fire Department Booya is Sunday, October 14, 2018 at 11:00 a.m.

Mayor Kuehn stated that Thursday, November 8, 2018 is the East Metro Area Prayer Breakfast to Honor Veterans.

XIII. CLOSED SESSION

There was no closed session.

XIV. ADJOURNMENT

There being no further business, on motion by Council Member Walczak, Seconded by Council Member Furlong, with all present voting aye, Council Member Sonnek absent (4-0), Mayor Kuehn adjourned the meeting at 7:20 p.m.

Michael R. Kuehn, Mayor

Attest: _____
 Dr. Craig Waldron, City Manager



**NORTH
ST. PAUL**
extraordinary.

MEMORANDUM

TO: Mayor & Council Members
FROM: Jacquelyn Lutmer - Accounting Technician
DATE: October 2, 2018
SUBJECT: Recommendation of approval of GENERAL claims list.

Claim Date

9/28/2018 Payroll Register DD	\$112,687.56
9/28/2018 Payroll Direct Payables	\$98,770.56
9/28/2018 Fire Payroll Register DD	\$11,911.65
9/28/2018 Fire Payroll Direct Payables	\$3,239.78
Payroll Subtotal	<u>\$226,609.55</u>

10/3/2018 Park Rental Refunds	131817-131820	\$ 1,200.00
10/3/2018 A/P Checks	131821-131890	\$ 177,016.41
10/3/2018 Drafts	000221-000225	\$ 140,805.65
	AP Subtotal	<u>\$ 319,022.06</u>

Grand Total \$ 545,631.61

Approved this 2nd day of October, 2018

City Manager

Mayor



9-24-2018 2:27 PM

P A Y R O L L C H E C K R E G I S T E R

PAGE: 2

PAYROLL NO: 01 City of North St. Paul

PAYROLL DATE: 9/28/2018

*** REGISTER TOTALS ***

REGULAR CHECKS:		
DIRECT DEPOSIT REGULAR CHECKS:	73	112,687.56
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:	1	

TOTAL CHECKS:	73	112,687.56

*** NO ERRORS FOUND ***

** END OF REPORT **

PACKET: 03900 9/28/18 PAYROLL - 9

VENDOR SET: 01 City of North St Paul *** DRAFT/OTHER LISTING ***

BANK: AP PREMIER BANK

VENDOR	I.D.	NAME	ITEM TYPE	ITEM DATE	DISCOUNT	AMOUNT	ITEM NO#	ITEM AMOUNT
E05000		EFTPS						
	I-T1 201809243923	FEDERAL WITHHOLDING	D	9/28/2018		15,266.37	000212	
	I-T3 201809243923	FICA TAXES	D	9/28/2018		14,333.16	000212	
	I-T4 201809243923	MEDICARE TAXES	D	9/28/2018		5,067.74	000212	34,667.27
H08033		H S A BANK						
	I-444201809243923	HSA ACCOUNT	D	9/28/2018		4,366.75	000213	4,366.75
I09115		VOYA RETIREMENT INSURANCE AND A						
	I-22 201809243923	PAYROLL DEDUCTION	D	9/28/2018		2,894.00	000214	
	I-23 201809243923	EMP/EMPR DEFERRED COMP	D	9/28/2018		1,123.95	000214	4,017.95
I09137		I C M A DISTRIBUTION CENTER						
	I-2 201809243923	EMP/EMPR DEFERRED COMP	D	9/28/2018		10,572.28	000215	
	I-21 201809243923	EMP/EMPR DEFERRED COMP	D	9/28/2018		2,835.78	000215	
	I-26 201809243923	LOAN PAYMENTS TO ICMA	D	9/28/2018		375.21	000215	
	I-2IR201809243923	EMP/EMPR DEFERRED COM	D	9/28/2018		1,155.00	000215	14,938.27
M12900		MNEFTS						
	I-T2 201809243923	MN Income Tax WH	D	9/28/2018		7,436.66	000216	7,436.66
M13320		MN STATE RETIREMENT SYSTEM						
	I-12 201809243923	POST DEDUCTIONS	D	9/28/2018		1,025.00	000217	1,025.00
P16470		P E R A						
	I-91 201809243923	6634-00 REG PERA	D	9/28/2018		15,402.70	000218	
	I-92 201809243923	6634-00 PERA PD	D	9/28/2018		16,785.94	000218	
	I-94 201809243923	6634-00 PERA DCP ELECTED	D	9/28/2018		130.02	000218	32,318.66

* * B A N K T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	0	0.00	0.00	0.00
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	7	0.00	98,770.56	98,770.56
VOID CHECKS:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
CORRECTIONS:	0	0.00	0.00	0.00
BANK TOTALS:	7	0.00	98,770.56	98,770.56

9-24-2018 4:01 PM

P A Y R O L L C H E C K R E G I S T E R

PAGE: 2

PAYROLL NO: 01 City of North St. Paul

PAYROLL DATE: 9/28/2018

*** REGISTER TOTALS ***

REGULAR CHECKS:		
DIRECT DEPOSIT REGULAR CHECKS:	28	11,911.65
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:	1	

TOTAL CHECKS:	28	11,911.65

*** NO ERRORS FOUND ***

** END OF REPORT **

9/24/2018 4:08 PM

DIRECT PAYABLES CHECK REGISTER

PAGE: 1

PACKET: 03901 9/28/18 FIRE PAYROLL - 9

VENDOR SET: 01 City of North St Paul *** DRAFT/OTHER LISTING ***

BANK: AP PREMIER BANK

VENDOR	I.D.	NAME	ITEM TYPE	ITEM DATE	DISCOUNT	AMOUNT	ITEM NO#	ITEM AMOUNT
E05000		EFTPS						
	I-T1	201809243928	FEDERAL WITHHOLDING	D 9/28/2018		792.10	000219	
	I-T3	201809243928	FICA TAXES	D 9/28/2018		1,738.46	000219	
	I-T4	201809243928	MEDICARE TAXES	D 9/28/2018		406.54	000219	2,937.10
M12900		MNEFTS						
	I-T2	201809243928	MN Income Tax WH	D 9/28/2018		302.68	000220	302.68

* * B A N K T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	0	0.00	0.00	0.00
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	2	0.00	3,239.78	3,239.78
VOID CHECKS:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
CORRECTIONS:	0	0.00	0.00	0.00
BANK TOTALS:	2	0.00	3,239.78	3,239.78

PACKET: 03896 BL - Refund

VENDOR SET: 01 City of North St Paul

**** CHECK LISTING ****

BANK: AP PREMIER BANK

VENDOR	I.D.	NAME	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
1		WADDLE, KATIE						
	I-000201809183902	WADDLE, KATIE	R	10/03/2018		300.00	131817	300.00
1		ZAHRADKA, SARAH						
	I-000201809183903	ZAHRADKA, SARAH	R	10/03/2018		300.00	131818	300.00
1		CARESTREAM HEALTH						
	I-000201809183904	CARESTREAM HEALTH	R	10/03/2018		300.00	131819	300.00

* * B A N K T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	3	0.00	900.00	900.00
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
VOID CHECKS:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
CORRECTIONS:	0	0.00	0.00	0.00
BANK TOTALS:	3	0.00	900.00	900.00

PACKET: 03902 BL - Refund

VENDOR SET: 01 City of North St Paul

**** CHECK LISTING ****

BANK: AP PREMIER BANK

VENDOR	I.D.	NAME	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
1		SCHAULS, MAURISSA						
	I-000201809253936	SCHAULS, MAURISSA	R	10/03/2018		300.00	131820	300.00

* * B A N K T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	1	0.00	300.00	300.00
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
VOID CHECKS:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
CORRECTIONS:	0	0.00	0.00	0.00
BANK TOTALS:	1	0.00	300.00	300.00

PACKET: 03903 10/5/18 A/P

VENDOR SET: 01

**** CHECK LISTING ****

BANK : AP PREMIER BANK

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
1	RYAN MITCHELL I-201809203908	RYAN MITCHELL:	R	10/03/2018		400.00CR	131821	400.00
1	THOMAS MULVANEY I-201809213917	THOMAS MULVANEY:	R	10/03/2018		1,862.60CR	131822	1,862.60
1	GREGORY MCCLELLAN I-201809253938	GREGORY MCCLELLAN:	R	10/03/2018		2,187.50CR	131823	2,187.50
1	ANNA MARIE GOW I-201809253940	ANNA MARIE GOW:	R	10/03/2018		600.00CR	131824	600.00
A01010	ACE HARDWARE I-75572 I-75621	FRIG THERM R&M VEHICLES - MISC	R	10/03/2018		7.19CR 26.32CR	131825 131825	 33.51
A01310	ASPEN MILLS I-223745	UNIFORMS - NEW OFFICER	R	10/03/2018		539.30CR	131826	539.30
B02035	BARNETT COMPANIES INC I-118258	R&M VEHICLES	R	10/03/2018		4,276.00CR	131827	4,276.00
B02049	BATTERIES PLUS BULBS I-P5283986 I-P5749466	BATTERIES BATTERIES	R	10/03/2018		35.75CR 290.90CR	131828 131828	 326.65
B02156	BORDER STATES ELECTRIC I-916127820 I-916167915	HAND HOLE RAY TRACK RESISTANT SLNT	R	10/03/2018		740.81CR 435.00CR	131829 131829	 1,175.81
C03000	CALLNET I-180902120101	ANSWERING SERVICE	R	10/03/2018		995.00CR	131830	995.00
C03002	CAMPBELL KNUTSON PA I-3-2076-065G I-3-2076-068G I-7-2076-041G I-85-2076-060G	LEGAL SERVICES LEGAL SERVICES LEGAL SERVICES LEGAL SERVICES	R	10/03/2018		368.00CR 2,376.00CR 1,501.46CR 337.00CR	131831 131831 131831 131831	 4,582.46
C03066	CINTAS I-4009572945 I-4009572961 I-4009826032 I-4009826069 I-4009826091	UNIFORM SERVICES UNIFORM SERVICES UNIFORM SERVICES UNIFORM SERVICES UNIFORM SERVICES	R	10/03/2018		122.51CR 6.64CR 6.64CR 63.86CR 122.51CR	131832 131832 131832 131832 131832	 322.16

PACKET: 03903 10/5/18 A/P

VENDOR SET: 01

**** CHECK LISTING ****

BANK : AP PREMIER BANK

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
C03091	CES IMAGING I-INV090270	COPIER USAGE	R	10/03/2018		268.50CR	131833	268.50
C03139	COMCAST I-201809243922	CABLE SERVICE 9/27-10/26	R	10/03/2018		125.95CR	131834	125.95
C07000	CHARGEPOINT I-IN44189	COMMERCIAL - REN	R	10/03/2018		1,000.00CR	131835	1,000.00
C21221	CENTURY LINK I-201809173901	PHONE SERVICE 9/1-9/30	R	10/03/2018		195.12CR	131836	195.12
D04012	DAKOTA SUPPLY GROUP I-E137447	RAB LIGHTING	R	10/03/2018		2,400.00CR	131837	2,400.00
D04064	DELL MARKETING LP I-10246603625	COMPUTER MONITER	R	10/03/2018		327.58CR	131838	327.58
E05009	EAST CENTRAL SOLID WASTE COMMISSION I-201809213918	TIPPING FEES	R	10/03/2018		1,363.65CR	131839	1,363.65
E05029	EHLERS & ASSOCIATES I-77991	TIF REPORTING	R	10/03/2018		120.00CR	131840	120.00
E05122	EMERGENCY MEDICAL PRODUCT I-2013485	TODDLER MASKS	R	10/03/2018		9.20CR	131841	9.20
E05123	EMERGENCY RESPONSE SOLUTIONS I-11692	PANTS REPAIRS	R	10/03/2018		125.46CR	131842	125.46
F06005	GARY L. FISCHLER & ASSOCIATES, PA I-10551	PERSONNEL TESTING	R	10/03/2018		625.00CR	131843	625.00
F06050	FEDEX I-6-283-37791	SHIPING CHARGES	R	10/03/2018		12.06CR	131844	12.06
F06091	FINANCE AND COMMERCE I-743930746	2018 PAVEMENT MGMT PRJ BIDS	R	10/03/2018		268.00CR	131845	268.00
G07030	GABE HOLM I-105	TRICK OR TREAT TRAIL DJ	R	10/03/2018		200.00CR	131846	200.00

PACKET: 03903 10/5/18 A/P

VENDOR SET: 01

**** CHECK LISTING ****

BANK : AP PREMIER BANK

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
G07082	GENERAL REPAIR SERVICE							
	I-67362	PUMP REPAIR SERVICE	R	10/03/2018		550.00CR	131847	550.00
H07501	HEALTHPARTNERS							
	I-201809243924	PERSONNEL TESTING	R	10/03/2018		196.00CR	131848	196.00
H08162	HOLIDAY							
	I-201809213919	GAS 1400015501928 RECREATION	R	10/03/2018		82.81CR	131849	
	I-201809243925	GAS 1400015462884 OH ELECTRIC	R	10/03/2018		436.87CR	131849	
	I-201809243926	MOTOR FUEL 1400015462906 POLIC	R	10/03/2018		3,238.86CR	131849	
	I-201809243927	GAS 1400015462957 UG ELECTRIC	R	10/03/2018		478.52CR	131849	
	I-201809243929	GAS 1400015462876 FIRE DEPT	R	10/03/2018		635.08CR	131849	
	I-201809243930	GAS 1400015462892 PARKS DEPT	R	10/03/2018		880.24CR	131849	
	I-201809243931	GAS 1400015462914 SEWER DEPT	R	10/03/2018		165.38CR	131849	
	I-201809243932	GAS 1400015462949 ST MAINT	R	10/03/2018		2,346.10CR	131849	
	I-201809243933	GAS 1400015462930 ST CLEANING	R	10/03/2018		98.63CR	131849	
	I-201809243934	GAS 1400015462965 URBAN FOREST	R	10/03/2018		133.26CR	131849	
	I-201809243935	GAS 1400015462973 WATER DEPT	R	10/03/2018		322.88CR	131849	8,818.63
H08165	HOME DEPOT							
	I-1014483	TOOLS & SUPPLIES	R	10/03/2018		74.01CR	131850	
	I-14625	SPADE & TROWEL	R	10/03/2018		40.93CR	131850	
	I-4015725	BRUSHES SOCKETS PAINT SPLYS	R	10/03/2018		63.01CR	131850	
	I-6012002	SPRAY BOTTLES & KEYS	R	10/03/2018		23.25CR	131850	
	I-6013682	TAPE MEASURE & GLOW ROD	R	10/03/2018		62.58CR	131850	
	I-8013296	GRILL TOOLS	R	10/03/2018		34.91CR	131850	
	I-9013173	TOOLS	R	10/03/2018		1,439.63CR	131850	
	I-9013174	RATCHETS	R	10/03/2018		23.94CR	131850	
	I-9014801	SWITCHES & GRINDER PADDLE	R	10/03/2018		88.94CR	131850	1,851.20
I09024	IDENTISYS							
	I-404726	SERVICE FEES ID CARDS CTY EMP	R	10/03/2018		991.00CR	131851	991.00
I09110	INNOVACIONES DUQUE							
	I-000122	HAUSE PARK REMODLE PAINTING	R	10/03/2018		2,800.00CR	131852	2,800.00
I09178	STUART C IRBY CO							
	I-S010906536.002	GROUNDING CLUSTER BAG	R	10/03/2018		212.32CR	131853	
	I-S010941398.001	TRANSFORMER PAD	R	10/03/2018		2,580.00CR	131853	2,792.32
L12022	LAKE ELMO OIL INC							
	I-5307310	GAS	R	10/03/2018		34.54CR	131854	
	I-5307397	GAS	R	10/03/2018		24.66CR	131854	59.20

PACKET: 03903 10/5/18 A/P

VENDOR SET: 01

**** CHECK LISTING ****

BANK : AP PREMIER BANK

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
L12041	LANDSCAPE STRUCTURES							
	I-INV-063681	COLBY HILLS PLAYGROUND	R	10/03/2018		11,844.00CR	131855	
	I-INV-063682	COLBY HILLS BALANCE PG COMENTS	R	10/03/2018		836.00CR	131855	
	I-INV-063683	POLAR PARK SWING SET	R	10/03/2018		2,690.00CR	131855	15,370.00
L12388	LOCATORS & SUPPLIES INC							
	I-0269846-IN	MARKING PAINT	R	10/03/2018		98.54CR	131856	
	I-0269976-IN	MARKING PAINT	R	10/03/2018		321.89CR	131856	420.43
L12440	LS BLACK CONSTRUCTORS							
	I-123282	CONSTRUCTION WORK	R	10/03/2018		1,897.50CR	131857	1,897.50
M12998	MAPLEWOOD YMCA & COMMUNITY CENTER							
	I-2013463068	LIFEGUARDS JUN-AUG 2018	R	10/03/2018		24,500.00CR	131858	24,500.00
M13037	MADDEN GALANTER HANSEN LLP							
	I-201809213920	LEGAL SERVICES	R	10/03/2018		2,015.16CR	131859	2,015.16
M13040	MAILFINANCE							
	I-N7326381	POSTAGE MACHINE LEASE	R	10/03/2018		744.48CR	131860	744.48
M13109	MENARDS-MAPLEWOOD							
	I-13772	SHEETING & POTTING MIX	R	10/03/2018		28.90CR	131861	28.90
M13110	MENARDS-OAKDALE							
	I-61868	HOUSE NUMBERS & MOUNTING	R	10/03/2018		19.91CR	131862	
	I-62366	HAUSE PARK	R	10/03/2018		280.68CR	131862	300.59
M13211	OFFICE OF MN IT SERVICES							
	I-W18080567	AUGUST VOICE SERVICES	R	10/03/2018		55.40CR	131863	55.40
M13227	MN DEPT OF COMMERCE							
	I-1000040602	INDIRECT ASSESSMENT	R	10/03/2018		1,796.38CR	131864	1,796.38
N14181	NIEBUR TRACTOR & EQUIPMENT							
	I-611	CUST COVER & BLADE	R	10/03/2018		61.81CR	131865	61.81
O15032	ON-SITE SANITATION							
	I-0000653407	HAUSE PARK RESTROOMS	R	10/03/2018		57.00CR	131866	
	I-0000653408	ROTARY PARK RESTROOMS	R	10/03/2018		130.00CR	131866	
	I-0000653409	SOUTHWOOD PARK RESTROOMS	R	10/03/2018		57.00CR	131866	
	I-0000653410	SILVER LAKE RESTROOM	R	10/03/2018		57.00CR	131866	301.00

PACKET: 03903 10/5/18 A/P

VENDOR SET: 01

**** CHECK LISTING ****

BANK : AP PREMIER BANK

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
P16285	PLUNKETT'S PEST CONTROL							
	I-6029635	PEST CONTROL	R	10/03/2018		35.69CR	131867	
	I-6029636	PEST CONTROL	R	10/03/2018		33.52CR	131867	
	I-6029637	PEST CONTROL	R	10/03/2018		37.85CR	131867	107.06
P16330	POLAR CHEVROLET							
	I-211316	R&M VEHICLES PD #2107	R	10/03/2018		2,129.93CR	131868	
	I-212829C	VOLT REPAIRS/SERVICE	R	10/03/2018		57.97CR	131868	
	I-212846	WHITE VOLT MAINTENANCE	R	10/03/2018		339.93CR	131868	2,527.83
P16413	PRECISION LANDSCAPE & TREE INC							
	I-7753	STUMP GRINDING	R	10/03/2018		5,604.00CR	131869	5,604.00
R18010	RAMSEY COUNTY							
	I-RESFA-002409	AUGUST PUBLIC WORKS	R	10/03/2018		742.34CR	131870	
	I-RESFA-002422	AUGUST RESIDENTIAL	R	10/03/2018		24,260.39CR	131870	25,002.73
R18022	RAMSEY COUNTY-CEC- ENVIRONMENT HEALTH							
	I-201809253942	AUGUST HAULER REMITTANCE	R	10/03/2018		15,903.04CR	131871	15,903.04
R18047	NM CLEAN 1, LLC							
	I-0000065-IN	R&M VEHICLES FD(3) & PD WASHES	R	10/03/2018		418.45CR	131872	418.45
R18135	ROC INC							
	I-69212	CITY HALL MONTHLY CLEANING	R	10/03/2018		2,971.10CR	131873	
	I-69296	PW BLDG MONTHLY CLEANING	R	10/03/2018		1,204.50CR	131873	
	I-69305	NSP LIBRARY MNTHLY CLEANING	R	10/03/2018		880.00CR	131873	5,055.60
R18170	CITY OF ROSEVILLE							
	I-0224938	EMPSTF ANNUAL WEBSITE HOST	R	10/03/2018		485.75CR	131874	
	I-0224941	CHRIST LUTHRN INTERNET SWTC	R	10/03/2018		490.00CR	131874	
	I-0224962	JOINT POWER AGREEMENT	R	10/03/2018		13,496.00CR	131874	
	I-0225008	PHONE SERVICE AGREEMENT	R	10/03/2018		1,161.90CR	131874	15,633.65
S19003	INNOVATIVE OFFICE SOLUTIONS LLC							
	I-IN2213383	OFFICE SUPPLIES	R	10/03/2018		116.60CR	131875	
	I-IN2213385	OFFICE SUPPLIES	R	10/03/2018		100.65CR	131875	217.25
S19433	STAPLES ADVANTAGE							
	I-3390062635	OFFICE SUPPLIES	R	10/03/2018		29.92CR	131876	
	I-3390516277	OFFICE SUPPLIES	R	10/03/2018		55.99CR	131876	
	I-3390619233	OFFICE SUPPLIES	R	10/03/2018		142.00CR	131876	227.91

PACKET: 03903 10/5/18 A/P

VENDOR SET: 01

**** CHECK LISTING ****

BANK : AP PREMIER BANK

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
S19450	STREICHERS							
	I-I1331683	TRAINING SUPPLIES TRNG AMMO	R	10/03/2018		720.00CR	131877	720.00
T20076	TOSHIBA FINANCIAL SERVICES							
	I-68490976	EXCESS USAGE CHARGE	R	10/03/2018		17.15CR	131878	
	I-68595975	COPIER LEASE	R	10/03/2018		255.21CR	131878	
	I-68599667	COPIER LEASE	R	10/03/2018		255.21CR	131878	
	I-68603366	COPIER LEASE	R	10/03/2018		375.49CR	131878	
	I-68689991	COPIER LEASE	R	10/03/2018		255.21CR	131878	
	I-68692124	RENTAL LEASE COPIER PD SQUAD	R	10/03/2018		113.50CR	131878	
	I-68693302	COPIER LEASE	R	10/03/2018		255.21CR	131878	
	I-68695427	RENTAL LEASE COPIER REC/ADMIN	R	10/03/2018		253.95CR	131878	
	I-68696607	COPIER LEASE	R	10/03/2018		375.49CR	131878	
	I-68698733	COPIER LEASE	R	10/03/2018		65.29CR	131878	2,221.71
T20161	THOMPSON REUTERS - WEST							
	I-838871480	SERVICE FEES INV AUG	R	10/03/2018		187.20CR	131879	187.20
T20192	T-MOBILE							
	I-201809213910	CELL PHONE SERV 8/11-9/10	R	10/03/2018		2,351.39CR	131880	
	I-201809213911	PD/PD TABLETS 8/9-9/8	R	10/03/2018		731.90CR	131880	
	I-201809213912	FD/PD CARDS 8/11-9/10	R	10/03/2018		634.67CR	131880	3,717.96
T20235	TOWMASTER							
	I-407840	CAPS & VALVES	R	10/03/2018		87.04CR	131881	87.04
T20280	TRI-COUNTY LAW ENFORCEMENT ASSOC							
	I-201809253939	ANNUAL DUES	R	10/03/2018		75.00CR	131882	75.00
T20285	TRI STATE BOBCAT INC							
	I-A45676	CREDIT REPAYMENT #131314	R	10/03/2018		55.78CR	131883	
	I-A48055	BRACKET, LATCH & RIVET	R	10/03/2018		89.26CR	131883	145.04
T20450	TWILIGHT ZONE OUTDOOR CINEMA							
	I-201809213921	MOVIE ON MAIN	R	10/03/2018		750.00CR	131884	750.00
T20470	TWIN CITY WATER CLINIC INC							
	I-12011	WATER SAMPLE TESTING	R	10/03/2018		240.00CR	131885	
	I-12073	WATER SAMPLE TESTING	R	10/03/2018		600.00CR	131885	840.00
V01101	VERIZON WIRELESS							
	I-9814331778	TABLE SERVICE 8/11-9/10	R	10/03/2018		525.15CR	131886	525.15

PACKET: 03903 10/5/18 A/P

VENDOR SET: 01

**** CHECK LISTING ****

BANK : AP PREMIER BANK

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
W23041	WATER CONSERVATION SERVICE INC							
	I-8819	LEAK LOCATES	R	10/03/2018		270.54CR	131887	270.54
W23500	WSB & ASSOCIATES INC							
	I-1-R-012556-000	2018 SWAMP SUBSCRIPTION	R	10/03/2018		600.00CR	131888	600.00
X14164	XCEL ENERGY							
	I-0374142472	NATURAL GAS PREM#304194027	R	10/03/2018		264.51CR	131889	
	I-0374173102	NATURAL GAS PREM#302713963	R	10/03/2018		255.92CR	131889	
	I-0374274457	NATURAL GAS PREM#304602442	R	10/03/2018		28.59CR	131889	549.02
Z26047	ZAYO GROUP LLC							
	I-2018090011274	DARK FIBER	R	10/03/2018		5,738.72CR	131890	5,738.72

PACKET: 03903 10/5/18 A/P

VENDOR SET: 01

*** DRAFT/OTHER LISTING ***

BANK : AP PREMIER BANK

VENDOR	NAME / I.D.	DESC	ITEM TYPE	ITEM DATE	DISCOUNT	AMOUNT	ITEM NO#	ITEM AMOUNT
M13232	MN DEPT OF LABOR & INDUSTRY							
	I-201809183905	MARCH 2017 BP SURCHARGE	D	9/18/2018		695.89CR	000222	
	I-201809183906	SEPTEMBER 2017 BP SURCHARGE	D	9/18/2018		550.14CR	000222	1,246.03
M13248	MN DEPT OF REVENUE							
	I-201809203907	AUGUST SALES & USE TAX	D	9/20/2018		77,798.00CR	000223	77,798.00
E05241	ETS CORPORATION							
	I-201809253943	AUGUST ONLINE/RETAIL CC	D	10/03/2018		8,874.83CR	000221	
	I-201809253944	PIN DEBT	D	10/03/2018		4.88CR	000221	8,879.71
P16420	PREFERRED ONE COMMUNITY HEALTH PLAN							
	I-201809253937	INSURANCE SEPTEMBER	D	10/03/2018		41,488.10CR	000224	41,488.10
P16421	PREMIER BANK							
	C-201809213914	JUNE STATEMENT CREDITS	D	10/03/2018		364.82	000225	
	C-201809213915	JULY CREDIT CARD CREDITS	D	10/03/2018		47.04	000225	
	I-201809173900	PREMIER BANK JUNE 2018	D	10/03/2018		4,905.35CR	000225	
	I-201809203909	AUG CREDIT CARD STATEMENT	D	10/03/2018		4,719.37CR	000225	
	I-201809213916	JULY CREDIT CARD STATEMENT	D	10/03/2018		2,180.95CR	000225	11,393.81

* * T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	70	0.00	177,016.41	177,016.41
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	5	0.00	140,805.65	140,805.65
VOID CHECKS:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
CORRECTIONS:	0	0.00	0.00	0.00
REGISTER TOTALS:	75	0.00	317,822.06	317,822.06

TOTAL ERRORS: 0

TOTAL WARNINGS: 0



**NORTH
ST. PAUL**
extraordinary.

MEMORANDUM

TO: HRA Chairman and Commissioners
FROM: Jacquelyn Lutmer, Accounting Technician
DATE: October 2, 2018
SUBJECT: Recommendation of approval of HRA claims list.

Claim Date

10/3/2018 A/P Check Register

131891-131895 \$ 10,388.77

Total

\$10,388.77

Approved this 2nd day of October, 2018

City Manager

Mayor



PACKET: 03908 10/3/18 HRA A/P PACKET

VENDOR SET: 01

**** CHECK LISTING ****

BANK : AP PREMIER BANK

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
E05035	E G RUD & SONS INC							
	I-37877	FIELD STAKE HOME BOUNDRYS	R	10/03/2018		1,699.50CR	131891	1,699.50
L12462	LYMAN LUMBER COMPANY							
	I-812771	LUMBER	R	10/03/2018		4,796.55CR	131892	
	I-812828	LUMBER	R	10/03/2018		436.50CR	131892	
	I-812829	HEADERS	R	10/03/2018		83.98CR	131892	
	I-812830	DRAIN TILE	R	10/03/2018		123.52CR	131892	
	I-812831	MULTI-PURPOSE ANGLE Z-MAX	R	10/03/2018		52.00CR	131892	
	I-813226	LUMBER	R	10/03/2018		209.28CR	131892	
	I-813238	LUMBER	R	10/03/2018		30.15CR	131892	5,731.98
M13109	MENARDS-MAPLEWOOD							
	I-13668	TAPCON DRILL BITS ANSHORS	R	10/03/2018		120.81CR	131893	
	I-14433	DRILL BIT AND ANCHOR	R	10/03/2018		24.48CR	131893	145.29
O15032	ON-SITE SANITATION							
	I-0000653411	RESTROOM STUDENT BUILT HOUSE	R	10/03/2018		57.00CR	131894	57.00
R18203	R & S UNDERWOOD HEATING & AIR COND							
	I-201809253941	FIREPLACE INSTALL	R	10/03/2018		2,755.00CR	131895	2,755.00

* * T O T A L S * *

	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	5	0.00	10,388.77	10,388.77
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
VOID CHECKS:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
CORRECTIONS:	0	0.00	0.00	0.00
REGISTER TOTALS:	5	0.00	10,388.77	10,388.77

TOTAL ERRORS: 0

TOTAL WARNINGS: 0

Agenda Information Memorandum
North St. Paul City Council
October 2, 2018

FROM THE OFFICE OF THE ADMINISTRATION DEPARTMENT

Agenda placement: Consent Agenda

Subject: Approval to close City Hall at noon when Christmas Eve falls on a weekday and public notice.

To: Honorable Mayor and City Council

Background/Facts:

- Traditionally when Christmas Eve has fallen on a weekday City Hall has been closed at noon.
- To allow for staff to plan ahead, it is recommended that City Council approve closure of City Hall at noon on future Christmas Eve's, if December 24th falls on a weekday.
- Police operations, snow removal if required and other emergency operations will continue as scheduled.
- Staff will need to take vacation or compensatory time to cover through the end of their regularly scheduled shift, if they choose to leave at noon. Employees that do not wish to use their vacation time or compensatory time, may stay at work and complete their regularly scheduled shift.
- It is requested that City Hall be closed on December 24 at noon.

Recommendation: It is recommended the City Council authorize the closing of City Hall on Christmas Eve at noon, if the holiday falls on a weekday.

Attachments:

Public Notice

Respectfully submitted,

/s/ DG by mm

Debra Gustafson
Strategic Operations Director

APPROVED FOR AGENDA ENCLOSURE:

/s/ CW by mm

Dr. Craig Waldron
City Manager

Agenda Information Memorandum
North St. Paul City Council Workshop
October 2, 2018

FROM THE OFFICE OF THE FINANCE DEPARTMENT

Agenda placement: Consent

Subject: 2019 Fee Schedule

To: Honorable Mayor and City Council

Background:

The City Council establishes a fee and rate schedule for the various permits, licenses and services provided by the City of North St. Paul. Annually City Staff review the City's fees and charges for services and makes recommendations for adjustments as necessary. Staff is bringing the attached schedule forward based on discussions with Council at the August 21st and September 4th workshops. The changes from the 2018 Municipal & Utility Fee Schedule are listed below.

Municipal Licenses, Permits & Other Fees:

Trenching Contractor fee \$0.00 from \$65.00

Ballfield Rental, Contract League Softball, per field per day \$75.00 from \$125.00

Add-Recreational Programming fee, per program 'Varies'

Utility Rates:

Water – 5% rate increase based on Rate Study Council accepted July 2016

Waste Water – 6.5% rate increase based on Rate Study Council accepted July 2016

Surface Water – 8.5% rate increase based on Rate Study Council accepted August 2017

Garbage – trash 2.0%, recycling 3.7%, bulk collection 3.0% based on existing contract.

The Fee Schedule is adopted by ordinance and will need public notification. Staff would like to publish the ordinance change and bring the amended fee schedule forward for Council approval on October 2nd, 2018.

Recommendation: It is recommended the City Council adopt Ordinance No. 773, 2019 Municipal & Utility Fee Schedule as submitted, and rescinding Ordinance No. 766, 767, 768.

Attachments

Ordinance 773 Adopting the 2019 Municipal & Utility Fee Schedule, and rescinding Ordinance No. 766, 767, 768

Proposed 2019 Fee Schedule

Respectfully submitted,

/s/ JD by mm

Jeanne Day
Finance Director

APPROVED FOR AGENDA ENCLOSURE:

/s/ CW by mm

Dr. Craig Waldron
City Manager

CITY OF NORTH ST. PAUL

ORDINANCE NO. 773

**AN ORDINANCE ADOPTING
THE 2019 MUNICIPAL FEE SCHEDULE
AND UTILITY RATE SCHEDULE
AND RESCINDING ORDINANCE NO. 766, 767, 768**

SECTION I. Establishment. The City Council shall establish a fee and rate schedule for the various permits, licenses and services provided by the City of North St. Paul. Said schedule shall be reviewed by the City Manager from time to time to assure its appropriateness. In doing so, the City Manager shall consider the cost of labor and materials in providing the license, permit or service and any other factors deemed appropriate. It shall be the intent to recover all costs when establishing the fee and rate.

SECTION II. Schedule. Fees and charges for services for license, permits, applications and utilities shall be located in City Hall, and may be amended from time to time.

SECTION III. Effect. The schedule shall become effective upon the approval of the City Council. The City Clerk is hereby directed to publish this ordinance as required by law.

ADOPTED

Motion by
Second by

Voting: Aye:

Michael R. Kuehn, Mayor

Attest: _____
Dr. Craig Waldron, City Manager

2019 Municipal Fee Schedule and Utility Rates



ADOPTED OCTOBER 2, 2018
CITY OF NORTH ST. PAUL, MINNESOTA

extraordinary.

Table of Contents

MUNICIPAL LICENSES, PERMITS & OTHER FEES

ANIMAL FEES	1
• Cat License • Dog License • Dangerous/Potentially Dangerous Animal • Dog Kennel License • Animal Impound Fees • Other Animal Fees	
BUILDING PERMITS	2
• Building Permit • Drain Tile System • Demolition • Driveway/Parking Area • Electric • Fence • Mechanical • Plumbing • Refund Request • Re-inspection • Right-of-Way • Temporary Membrane Structure • Trenching • Underground Storage Tank	
BUSINESS LICENSES	6
• Alcoholic Beverages • Amusement Parks, Shows and Circuses • Cigarette and Tobacco Sales • Christmas Tree Sales • Courtesy Benches • Gasoline Distribution • Outside Theater • Pawn Shops • Peddlers Licenses • Massage Enterprise • Sexually Oriented Business	

- Special Event Vendor
- Unattended Collection Bin

CONTRACTOR LICENSES _____ 8

- Dumpster Hauler
- Garbage Refuse Collection
- General Contractor
- Lawn Fertilizer Application
- Mechanical Contractor
- Right-of-Way Registration
- Tree Trimmer

ELECTRIC CHARGES _____ 9

- Installation of Electric Service
- Lighting Service
- Other Electric Charges

EQUIPMENT CHARGES _____ 11

- Hourly Equipment Rate
- Operator Costs
- Material Costs

FIRE DEPARTMENT FEES _____ 12

- Day Care/Foster Care Inspection
- Rental Property Registration – Single Family Residential
- Rental Property Registration – Duplex (Two Family Residential)
- R2 Multi-Family Inspections (3 or more residential units)
- False Alarm
- Fire Alarm / Sprinkler Permit
- Fire Safety Inspections in Minnesota Schools
- Retail Sales of Fireworks

MISCELLANEOUS FEES _____ 14

- Abatement Rate
- Antenna/Tower Review
- Buckthorn Puller Deposit
- City Staff
- Copy
- Election Filing
- Incident Report (City)
- NSF Check Charge
- Notary Service

- Over the Phone Credit Card Payment
- Property and Special Assessment Verification
- Photographs

PARK & RECREATION FEES _____ 15

- Canoe Storage Rental
- Park Building Rental
- Open Air Shelter Rental
- Ballfield Rental
- Recreation Programming

PLANNING & ZONING FEES _____ 16

- Comprehensive Plan Amendment (Map or Text)
- Conditional Use Permit
- Design Review
- Grading and Excavation
- Home Occupation Interim Use Permit
- Interim Use Permit
- Minor Subdivision
- New Construction/New Development Landscape Escrow
- Park Dedication
- Planned Unit Development
- Pre-Application Meeting for all Developments
- Rain Gardens
- Sign Permit
- Site Plan Review
- Special Commission Meeting
- Street, Alley, Easement Vacation
- Subdivision
- Tax Increment Financing Application
- Variance Request
- Zoning Letter
- Zoning Text Amendment
- Zoning Map Amendment

POLICE DEPARTMENT FEES _____ 18

- Accident Report
- Audio/Video CD/DVD
- False Alarm

- Finger Printing
- Notary
- Photographs
- Report Copies
- Transcription
- Research
- Patrol Officer
- Sergeant
- Squad

PUBLIC WORKS FEES _____ 19

Sewer - Sanitary

- Sewer Hook-Up Fees (Local SAC)

Streets

- Public Street Improvements
- Dumpster Permit
- Right-of-Way Permit

Water

- Meter Charges
- Hydrant Meter Rental
- RPZ Filing Fee
- Waive/Decline Radio Meter
- Water Hook-Up Fees (WAC)

Utility Late Payment Charge

UTILITY RATES

ELECTRIC RATES _____ 21

GARBAGE RATES _____ 22

SURFACE WATER RATES _____ 23

WASTE WATER RATES _____ 24

WATER RATES _____ 25

ANIMAL FEES

95.02	Cat License		2019
		2-Year License Registration	\$ 25.00
		Early Renewal Discount (before February 28th)	\$ (5.00)
		Microchip Discount	\$ (2.00)
		Senior Discount (age 62 or older)	\$ (2.00)
		Sprayed / Neutered Discount	\$ (5.00)
		Late Fee (after March 31st)	
		30 Days	10%
		60 Days	25%
		90 Days	50%
95.02	Dog License		2019
		2-Year License Registration	\$ 25.00
		Early Renewal Discount (before February 28th)	\$ (5.00)
		Microchip Discount	\$ (2.00)
		Senior Discount (age 62 or older)	\$ (2.00)
		Spayed / Neutered Discount	\$ (5.00)
		Late Fee (after March 31st)	
		30 Days	10%
		60 Days	25%
		90 Days	50%
95.02	Dangerous / Potentially Dangerous Animal		2019
		Annual Registration	\$ 450.00
95.25	Dog Kennel License		2019
		2-Year License Registration	\$ 55.00
95.41	Animal Impound Fees		2019
		Cat	Actual Cost
		Dog	Actual Cost
	Other Animal Fees		2019
		Technology Fee	\$ 10.00
		Daily Boarding	Actual Costs
		Euthanasia	Actual Costs
		Cremation	Actual Costs
		Disposal (not euthanized)	Actual Costs
		Veterinary Services	Actual Costs

BUILDING PERMITS

Building Permit Fees			2019
Total Valuation		Fee	
\$1.00 to \$500		\$28.05	
\$501.00 to \$2,000.00		\$28.05 for the first \$500.00 plus \$3.50 for each additional \$100.00, or fraction thereof	
\$2,001.00 to \$25,000.00		\$80.55 for the first \$2,000.00 plus \$16.10 for each additional \$1,000.00, or fraction thereof	
\$25,001.00 to \$50,000.00		\$450.85 for the first \$25,000.00 plus \$11.65 for each additional \$1,000.00, or fraction thereof	
\$50,001.00 to \$100,000.00		\$742.10 for the first \$50,000.00 plus \$8.15 for each additional \$1,000.00, or fraction thereof	
\$100,001.00 to \$500,000.00		\$1,149.60 for the first \$100,000.00 plus \$6.50 for each additional \$1,000.00, or fraction thereof	
\$500,001.00 to \$1,000,000.00		\$3749.60 for the first \$500,000.00 plus \$5.50 for each additional \$1,000.00, or fraction thereof	
\$1,000,001.00 and up		\$6,499.60 for the first \$1,000,000.00 plus \$4.00 for each additional \$1,000.00	
Plan Check Fee (if applicable)			2019
		% of Building Permit Fee	65%
Inspections Outside of Normal Business Hours			2019
		per hour	\$ 75.00
Additional Plan Review Fee Required by Revisions			2019
		per hour	\$ 75.00
<i>Add the following to all permits:</i>			
	State Surcharge	Valuation X	\$ 0.0005
		Technology Fee	\$ 10.00
<i>Add the following fees where applicable:</i>			
State License Verification			2019
			\$ 5.00
Curb Deposit			2019
			\$ 600.00
Drain Tile System Fee			2019
			\$ 87.55
SAC Charge Per Unit - <i>Regulated by Met Council</i>			2019
			\$ 2,485.00
Demolition Permit			2019
		Residential Structure	\$ 200.00
		Commercial Structures	\$ 350.00

BUILDING PERMITS-CONTINUED

Driveway/Parking Area Permit				2019
				\$ 65.00
Electric Permit				2019
		Change Panel in Same Location		\$ 110.00
			Sub Panel	\$ 44.00
		Service/Power Supply	0-300 ampere	\$ 55.00
			400 ampere	\$ 65.00
		Add for each additional 100 amp		\$ 16.00
		Feeders/Circuits	0-30 amps	\$ 9.00
			31-100 amps	\$ 11.00
		Add for each additional 100 amps		\$ 6.00
		Transformers and Generators	Up To 10KVA	\$ 11.00
			11KVA to 75KVA	\$ 44.00
			76KVA to 299 KVA	\$ 67.00
			over 299KVA	\$ 165.00
		Accessory Structure	Per Structure	\$ 55.00
				+ Circuit Fees
		Addition, Remodel or Basement Finish		\$ 88.00
		Apartment Buildings	Per Unit	\$ 77.00
		Retro fit Lighting	Per Fixture	\$ 0.72
		Traffic Signals	Per Standard	\$ 8.00
		Street Lights and Lot Lights	Per Pole	\$ 5.00
		Sign Transformers	Each	\$ 9.00
		Remote Control or Signal Wiring	Per Device	\$ 0.85
		Swimming Pools (per trip + circuit fee)		\$ 88.00
			Re-inspection Fee	\$ 44.00
			Minimum Fee	\$ 44.00
		Single Family Dwelling or Townhouse not over 200 amps Maximum Fee		\$ 190.00
The fee is the larger of fees above or number of inspection trips multiplied by trip fee.				2019
			Trip Fee	\$ 44.00
		<i>Add the following to all permits:</i>		
			State Surcharge	\$ 1.00
		Technology Fee		\$ 10.00
Fence Permit				2019
				\$ 60.00

BUILDING PERMITS-CONTINUED

Mechanical Permit (commercial)			2019	
			Base Fee	\$ 95.00
		Inspection Fee	Valuation X	\$ 0.0125
		Add the following to all permits:		
		State Surcharge	Valuation X	\$ 0.0005
			Technology Fee	\$ 10.00
Mechanical Permit (residential)			2019	
			Furnace	\$ 80.00
			Air Conditioner	\$ 55.00
		Ventilating System/Air Exchanger		\$ 65.00
			Gas Fireplace	\$ 65.00
			Gas Piping	\$ 65.00
			Unit Heater	\$ 65.00
		Add the following to all permits:		
			State Surcharge	\$ 1.00
			Technology Fee	\$ 10.00
Plumbing (Commercial Plumbing and Utility Permit)			2019	
			Base Fee	\$ 95.00
		Inspection Fee	Valuation X	\$ 0.0125
		Add the following to all permits:		
		State Surcharge	Valuation X	\$ 0.0005
			Technology Fee	\$ 10.00
Refund Request			2019	
Upon written application not more than 80% of the building permit fee and 80% of the plan review fee when plans are withdrawn or cancelled before review is done.				
Re-inspection Fee			2019	
			Flat Fee	\$ 50.00
Right-of-Way Permit			2019	
			Minimum	\$ 80.00
		Add the following where applicable:		
		Per Additional Excavation	Paved Area	\$ 30.00
		Per Additional Excavation	Unpaved Area	\$ 15.00
	Underground Utility or Telecom/Boring or Tunneling		Per LF	\$ 0.40
	Underground Utility ore Telecom/Open Trench		Per LF	\$ 0.55
		Overhead Utility/Telecom	Per LF	\$ 0.05
		Add the following to all permits:		
			Technology Fee	\$ 10.00

BUILDING PERMITS-CONTINUED

Temporary Membrane Structure Permit				2019
				\$ 105.00
Trenching (Commercial Plumbing and Utility Permit)				2019
			Base Fee	\$ 95.00
		Inspection Fee	Valuation X	\$ 0.0125
		Remote Water Reader	If Applicable	\$ 130.00
		As-Built Deposit	If Applicable	\$ 250.00
		<i>Add the following to all permits:</i>		
		State Surcharge	Valuation X	\$ 0.0005
		Technology Fee		\$ 10.00
Underground Storage Tank Installation Permit				2019
				\$ 210.00
Underground Storage Tank Removal Permit				2019
				\$ 140.00

BUSINESS LICENSES

Alcoholic Beverages			2019
<i>Bond and insurance requirements are State regulated</i>			
117.06	Liquor and Beer	On Sale	\$ 5,000.00
		Off Sale	\$ 200.00
		Special Club	\$ 300.00
		Liquor License Investigation Fee	\$ 500.00
117.16	Liquor Sunday		\$ 200.00
117.32	Malt Liquor (3.2)	On Sale	\$ 150.00
		Off Sale	\$ 200.00
		*Minnesota Buyers Card	\$ 20.00
		<i>*(Per year paid directly to State)</i>	
117.06	On-Sale Temporary Liquor License or Premises Extensions	Per Event	\$ 25.00
		On-Sale Wine	\$ 2,000.00
		Microdistillery Cocktail Room	\$ 2,500.00
		Microdistillery Off-Sale	\$ 150.00
		Brewpub On-Sale	\$ 5,000.00
		Brewpub Off-Sale	\$ 150.00
		Brewer Taproom On-Sale	\$ 2,500.00
		Small Brewer Off-Sale	\$ 150.00
		Temporary On-Sale Liquor	\$ 25.00
		Temporary On-Sale 3.2% Malt Liquor	\$ 25.00
111.03	Amusement Parks, Shows and Circuses*		2019
		1st Day	\$ 125.00
		Each Additional Day	\$ 25.00
118.04	Cigarette & Tobacco Sales		2019
			\$ 300.00
111.04	Christmas Tree Sales		2019
			\$ 75.00
116.05	Courtesy Benches		2019
		Per Bench	\$ 70.00
121.03	Gasoline Distribution		2019
		Application Fee	\$ 85.00
		Per Nozzle	\$ 15.00
111.01	Outside Theater		2019
			\$ 25.00

BUSINESS LICENSES-CONTINUED

124.04	Pawn Shops			2019
		Investigation and Application Fee-MN Only		\$ 500.00
			Outside MN	\$ 10,000.00
		Annual License Fee		\$ 3,000.00
			Bond	\$ 5,000.00
		Billable Transaction Fee Per Transaction		\$ 2.00
119.03	Peddlers License			2019
		Per Company		\$ 100.00
		Per Employee		\$ 75.00
113.02	Massage Enterprise			2019
				\$ 2,000.00
120.09	Sexually Oriented Business			2019
		Business License Fee		\$ 3,000.00
		Investigation Fee		\$ 5,000.00
122.12	Special Event Vendor*			2019
		For all vendors		\$ 80.00
134.02	Unattended Collection Bin			2019
				\$ 50.00
	* Insurance Required	Minimum Liability Coverage: \$2,000,000		
	Each license or permit holder shall obtain an insurance policy naming the applicant and the city as insureds, providing liability for bodily injury in the amount to be set by Council resolution.			

CONTRACTOR LICENSES

94.57 Dumpster Hauler			2019
			\$ 220.00
55.04 Garbage Refuse Collection			2019
			\$ 220.00
110.02 General Contractor			2019
			\$ 80.00
96.15 Lawn Fertilizer Application			2019
			\$ 110.00
110.02 Mechanical Contractor			2019
			\$ 70.00
94.55 Right-of-Way Registration			2019
			\$ 220.00
110.02 Tree Trimmer			2019
			\$ 70.00
110.01 (E) Insurance			Minimum Liability Coverage: \$2,000,000
	(1) When a licensee or permittee is required to have in force a policy of insurance, the policy shall be approved as to the substance and form by the Attorney. The policy shall provide that it is non-cancellable without 15 days notice to the city, and the coverage shall be for the term of the license or permit. Satisfactory evidence or coverage by insurance shall be filed with the City Manager before the license or permit is issued. Each license or permit shall terminate upon termination of the required insurance coverage.		
	(2) The amount of insurance shall be set by Council ordinance.		

ELECTRIC CHARGES

<i>Installation of Electric Service</i>			
Note: For notes and conditions related to the charges listed below, see the Utility Policy.			
Underground Installation Charges			2019
	*New residential and small commercial single phase up to 200 amp	\$	650.00
	Rewire from overhead to underground single phase 200 amp	\$	650.00
		Additional fees may apply.	
Temporary Services Installation Charges			2019
	Overhead service drop not over 100 feet	\$	200.00
	Underground tap adjacent to pedestal or pad mount transformer max distance 5 feet	\$	150.00
Large Commercial			
	Fees are determined on a case by case basis		
		Additional fees may apply.	
	*Collected on Building Permit		
<i>Lighting Service</i>			
Note: For notes and conditions related to the charges listed below, see the Utility Policy.			
Residential and Commercial			2019
	LED 53 watt / HPS 100 watt	\$	9.00
	LED 101 watt / HPS 250 watt	\$	13.75
	400 watt	\$	19.80
	1000 watt	\$	52.00
		Additional fees may apply.	
Governmental Units - North St. Paul Owned			2019
	LED 53 watt / HPS 100 watt	\$	9.00
	LED 101 watt / HPS 250 watt	\$	13.75
	400 watt	\$	19.80
Governmental Units			2019
	100 watt	\$	4.00
	250 watt	\$	7.45
	400 watt	\$	10.85
Bus Shelters			2019
	Based on shelter design	Minimum	\$ 5.00
	Installation of wire to service shelter charged at time & materials.		

ELECTRIC CHARGES-CONTINUED

<i>Other Electric Charges</i>			
Note: For notes and conditions related to the charges listed below, see the Utility Policy.			
Deposits			2019
		Rental Housing	\$ 150.00
		Apartment Units	\$ 75.00
		Commercial and Industrial	\$ 150.00
Meter Tests			2019
		Requested by customer	\$ 75.00
		Faulty meter	\$ -
Pole Attachments			2019
		Per Attachment, Per Pole, Per Year	\$ 10.00
Reconnect Charges			2019
		During working hours	\$ 50.00
Utility Late payment Charge			2019
		10% of balance due	
		Minimum	\$ 10.00
Waive/Decline Radio Meter			2019
		Monthly	\$ 150.00

EQUIPMENT CHARGES

Hourly Equipment Rate			2019 Per Hour Rate
		1/2 ton Truck	\$ 30.00
		3/4 ton Truck	\$ 35.00
		1 ton Dump Truck	\$ 50.00
		2-1/2 ton Truck	\$ 50.00
		Flusher Truck	\$ 55.00
		Single Bucket Truck	\$ 90.00
		Double Bucket Truck	\$ 100.00
		Auger Truck	\$ 100.00
		Loader (4-wheel)	\$ 90.00
		Backhoe 410	\$ 75.00
		Backhoe 710	\$ 95.00
		Sweeper	\$ 90.00
		Air Compressor	\$ 35.00
		Air Hammer w/ Compressor	\$ 45.00
		Chain Saw	\$ 15.00
		Pump	\$ 15.00
		Bit. Roller	\$ 25.00
		Ditching Machine: (Ditch Witch) w/trailer	\$ 40.00
		Trench/Backhoe	\$ 85.00
		Tamper	\$ 15.00
		Omni Generator (Dec. 1975)	\$ 50.00
		Chipper	\$ 65.00
		Skid Loader	\$ 80.00
		Vactron Trailer	\$ 75.00
		Generator (Small 6000 watt)	\$ 25.00
		Vactor Truck	\$ 120.00
Operator Costs			2019
	Actual Costs + % Overhead		35%
Material Costs			2019
	Actual Costs + % Overhead		35%

Note: Above costs are charges that would be used in working on city facilities for customer convenience. If we work only on customer facilities with no relation to city facilities, then labor charges are 1-1/2 times above.

FIRE DEPARTMENT FEES

Daycare/Foster Care Inspections				2019
				\$ 50.00
155.01	Rental Property Registration - Single Family Residential			2019
		Initial Registration	\$	150.00
		Annual Renewal	\$	100.00
		Transfer Fee	\$	25.00
		No Entry Fee	\$	50.00
		Reinspection	\$	50.00
		Late Fees		
		30 Days		10%
		60 Days		25%
		90 Days		50%
155.01	Rental Property Registration - Duplex (Two Family Residential)			2019
		Initial Registration	\$	200.00
		Annual Renewal	\$	150.00
		Transfer Fee	\$	50.00
		No Entry Fee	\$	75.00
		Reinspection	\$	75.00
		Late Fees		
		30 Days		10%
		60 Days		25%
		90 Days		50%
155.01	R2 Multi-Family Inspections (3 or more residential units)			2019
		Initial Registration	\$	200.00
		Annual Renewal (Per Building)	\$	150.00
		Inspection Year Base Fee (Per Building)	\$	150.00
	+ Per Unit (total number of units per building, applied only on inspection year)			\$ 10.00
		Transfer Fee	\$	50.00
		No Entry Fee	\$	75.00
		Reinspection	\$	75.00
		Late Fees		
		30 Days		10%
		60 Days		25%
		90 Days		50%
99.02	False Alarm Fees (per calendar year)			2019
		3rd False Alarm	\$	250.00
	4th False Alarm and there after (per alarm)			\$ 500.00

FIRE DEPARTMENT FEES-CONTINUED

Fire Alarm/Sprinkler Permit Fees (calculated by value)			2019
Total Valuation	Fee		
\$1.00 to \$500	\$28.05		
\$501.00 to \$2,000.00	\$28.05 for the first \$500.00 plus \$3.50 for each additional \$100.00, or fraction thereof		
\$2,001.00 to \$25,000.00	\$80.55 for the first \$2,000.00 plus \$16.10 for each additional \$1,000.00, or fraction thereof		
\$25,001.00 to \$50,000.00	\$450.85 for the first \$25,000.00 plus \$11.65 for each additional \$1,000.00, or fraction thereof		
\$50,001.00 to \$100,000.00	\$742.10 for the first \$50,000.00 plus \$8.15 for each additional \$1,000.00, or fraction thereof		
\$100,001.00 to \$500,000.00	\$1,149.60 for the first \$100,000.00 plus \$6.50 for each additional \$1,000.00, or fraction thereof		
\$500,001.00 to \$1,000,000.00	\$3749.60 for the first \$500,000.00 plus \$5.50 for each additional \$1,000.00, or fraction thereof		
\$1,000,001.00 and up	\$6,499.60 for the first \$1,000,000.00 plus \$4.00 for each additional \$1,000.00		
Plan Check Fee (if applicable)			2019
		% of Building Permit Fee	65%
Inspections Outside of Normal Business Hours			2019
		per hour	\$ 75.00
Additional Plan Review Fee Required by Revisions			2019
		per hour	\$ 75.00
Add the following to all permits:			
	State Surcharge	Valuation X	\$ 0.0005
		Technology Fee	\$ 10.00
		State License Verification	\$ 5.00
Fire Safety Inspection in Minnesota Schools			2019
		Per square foot	\$ 0.014
	<i>Includes 2 follow-up inspection or on-site consultations.</i>		
	<i>Additional follow-ups are charged 1/2 cents per sq. ft.</i>		
133.03	Retail Sales of Fireworks		2019
		Retailer	\$ 100.00
		Vendor	\$ 250.00

MISCELLANEOUS FEES

98.23	Abatement Rate			2019
			Minimum Per hour	\$ 240.00
	Antenna/Tower Review Fee			2019
			New	\$ 800.00
			Maintenance	\$ 1,000.00
	Antenna/Tower Review Administrative Fee			2019
				\$ 250.00
	Buckthorn Puller Deposit	(all refundable fee - no admin charges)		2019
				\$ 100.00
	City Staff (<i>does not include Police Department staff</i>)			2019
		City Manager	Hourly Rate	Actual
		City Attorney	Hourly Rate	Actual
		City Engineer	Hourly Rate	Actual
		Department Head & Supervisors	Hourly Rate	Actual
		Professional Staff (City Planner, Building Official, etc.)	Hourly Rate	Actual
		Field Staff (Public Works & Electric Technicians)	Hourly Rate	Actual
		Clerical Staff	Hourly Rate	Actual
	Copy Fee			2019
			Black & White (per page)	\$ 0.25
			DVD Copies	\$ 11.00
			Building / Site Plans - Poster Size - Black & White (per page)	\$ 3.00
			Building / Site Plans - Poster Size - Color (per page)	\$ 5.00
			Zoning Map - Poster Size - Color (per page)	\$ 5.00
	Election Filing Fee			2019
			City Office	\$ 5.00
	Incident Report (City)			2019
			per page	\$ 2.00
	NSF Check Charge			2019
				\$ 30.00
	Notary Service			2019
			Plus \$1.00 per page over 5 pages	\$ 5.00
	Over the Phone Credit Card Payment			2019
				\$ 20.00
	Property and Special Assessment Verification			2019
				\$ 30.00
	Photographs			2019
			CD/DVD	\$ 40.00
			Single	\$ 5.00

PARK & RECREATION FEES

Canoe Storage Rental (Seasonal)			2019
		Resident	\$ 50.00
		Non-Resident	\$ 75.00
Park Building Rental (Casey Lake)			2019
	Weekday (Monday-Thursday) Per Day	Resident	\$ 125.00
	Weekend (Friday-Sunday) Per Day	Resident	\$ 200.00
	Weekday (Monday-Thursday) Per Day	Non-Resident	\$ 175.00
	Weekend (Friday-Sunday) Per Day	Non-Resident	\$ 300.00
	Weekday Meeting Rentals (Non-Profit) Per Hour	Resident	\$ 25.00
	Weekday Meeting Rentals (Non-Profit) Per Hour	Non-Resident	\$ 40.00
	Wedding Rate Per Day	Resident	\$400.00
		Non-Resident	\$500.00
	Building Deposit	No Alcohol	\$ 300.00
	Building Deposit	With Alcohol	\$ 600.00
<i>* Rates based on Park Reservation Policy.</i>			
Park Building Rental (Hause)			2019
	Per Day	Resident	\$ 100.00
	Per Day	Non-Resident	\$ 150.00
	Building Deposit	No Alcohol	\$ 150.00
	Building Deposit	With Alcohol	\$ 300.00
<i>* Rates based on Park Reservation Policy.</i>			
Open-Air Park Shelters (Northwood, Silver Lake, Hause & Colby Hills)			2019
	Per Day	Resident	\$ 45.00
	Per Day	Non-Resident	\$ 55.00
	Building Deposit	Resident	\$ 50.00
	Building Deposit	Non-Resident	\$ 50.00
<i>* Rates based on Park Reservation Policy.</i>			
Open-Air Park Shelters (Casey Lake Park Booya Patio & Tower)			2019
	Per Day	Resident	No Charge
	Per Day	Non-Resident	No Charge
<i>* Rates based on Park Reservation Policy. Booya patio and Tower shelter are first-come, first-served.</i>			
Ballfield Rental			2019
	Softball League	Per Game Night	\$ 72.00
	Baseball	Per Field Prep	\$ 25.00
	Contract League Softball	Per Field, Per Day	\$ 75.00
	Softball Tournament	Per Field, Per Day	\$ 125.00
	Sunday Church League	Per Field, Per Night	\$ 72.00
Recreational Programming			2019
		Per Program	Varies

PLANNING & ZONING FEES

Comprehensive Plan Amendment (Map or Text)	Application Fee	Escrow*
	\$ 1,000.00	\$2,500 minimum
Conditional Use Permit	Application Fee	Escrow*
	\$ 500.00	\$1,000 minimum
Design Review	Application Fee	
	\$ 250.00	
Grading and Excavation: 0 sq. ft. to 9,999 sq. ft.	Application Fee	
	No Fee	
Grading and Excavation: 10,000 sq. ft. to 43,560 sq. ft.	Application Fee	
	\$ 400.00	
Grading and Excavation: 1 acre or above	Application Fee	Escrow*
	\$ 1,000.00	\$1,000 minimum
		+ MPCA Review
Home Occupation Interm Use Permit	Application Fee	Escrow*
	\$ 100.00	\$250 minimum
Interim Use Permit	Application Fee	Escrow*
	\$ 500.00	\$1,000 minimum
Minor Subdivision - Lot Split / Combination / Lot line adjustment	Application Fee	Escrow*
	\$ 500.00	\$500 minimum
New Construction/New Development Landscape Escrow		Escrow*
		Commercial: \$5,000
		Residential: \$2,500
Park Dedication - Commercial, Industrial, Institutional	Fee	
	\$2,795 per acre	
Park Dedication - Residential	Fee	
	\$900 per lot	
Planned Unit Development	Application Fee	Escrow*
Planned Unit Development - Sketch Plan	\$ 500.00	\$2,500 minimum + \$25 per lot
Planned Unit Development - Preliminary	\$ 500.00	
Planned Unit Development - Final	\$ 500.00	
Planned Unit Development - Amendment	Application Fee	Escrow*
	\$ 500.00	\$1,000 minimum
Pre-Application Meeting for all Developments	Application Fee	
Initial Concept	No Fee	
Pre Application	No Fee	
All subsequent meetings before application submittal	\$ 100.00	

PLANNING & ZONING FEES-CONTINUED

Rain Gardens		Application Fee	
Individual Projects - Commercial		\$ 100.00	\$750
Individual Projects - Residential	Less than 10 square feet	\$ -	
	Greater than 10 square	\$ 50.00	
Development Projects	Commercial	\$200.00	\$5,000
	Residential	\$100.00	\$2,500
Sign Permit		Application Fee	
		\$100.00	
		+ \$0.25 per sf	
Site Plan Review		Application Fee Escrow*	
		\$ 500.00	\$1,000 minimum
Special Commission Meeting (per Meeting)		Application Fee	
		\$ 200.00	
Street, Alley, Easement Vacation		Application Fee Escrow*	
		\$ 500.00	\$500 minimum
Subdivision		Application Fee Escrow*	
	Subdivision - Sketch Plan	\$ 500.00	\$2,500 minimum + \$25 per lot
	Subdivision - Preliminary Plat	\$ 500.00	
	Subdivision - Final Plat	\$ 500.00	
Tax Increment Financing Application		Application Fee Escrow*	
		\$ 1,000.00	\$5,000 minimum
Variance Request - Non-Residential		Application Fee Escrow*	
		\$ 500.00	\$1,000 minimum
Variance Request - Residential		Application Fee Escrow*	
		\$ 200.00	\$500 minimum
Zoning Letter (historical data collection & analysis, site plan &		Fee	
		\$ 100.00	
Zoning Text Amendment		Application Fee Escrow*	
		\$ 500.00	\$1,000 minimum
Zoning Map Amendment (Rezoning)		Application Fee Escrow*	
		\$ 500.00	\$1,000 minimum
*Bond equal to or greater than escrow amount is allowed in exchange for escrowed cash			

POLICE DEPARTMENT FEES

Accident Report				2019
			State	\$ 5.00
Audio/Video CD/DVD				2019
				\$ 40.00
99.02	False Alarm Fees (per calendar year)			2019
		3rd False Alarm		\$ 250.00
		4th False Alarm and there after (per alarm)		\$ 500.00
Fingerprinting				2019
		Non-Resident		\$ 20.00
		Resident		\$ -
		1st Card		\$ 20.00
		Additional Card		\$ 5.00
Notary				2019
		Non-City Related Business		\$ 5.00
		City Related Business		\$ -
Photographs				2019
		CD/DVD		\$ 40.00
		Single		\$ 5.00
Report Copies				2019
		per page		\$ 0.25
		Certified Copies (in addition to per page fee)		\$ 5.00
Transcription				2019
		per hour		\$ 50.00
Research				2019
		Clerical per hour		\$ 50.00
		Clerical OT per hour		\$ 75.00
Patrol Officer				2019
		Regular per hour		Actual
		OT per hour		Actual
Sergeant				2019
		Regular per hour		Actual
		OT per hour		Actual
Squad				2019
		per hour		\$ 50.00

PUBLIC WORKS FEES

Sewer - Sanitary			
Sewer Hook-Up Fees (Local SAC)*			2019
	Residential, Commercial, Industrial, Office	per unit	\$ 150.00
	In addition to the MCES SAC Charge of \$2,485 per unit (2019)		
Streets			
Public Street Improvements			2019
	Residential (Front Foot)	Full Reconstruction	\$ 64.00
		Partial Reconstruction	\$ 49.00
		Roadway Reclamation	\$ 35.00
		Mill and Overlay	\$ 20.50
	Commercial/Multi-Family/Other	Full Reconstruction	\$ 96.00
		Partial Reconstruction	\$ 73.50
		Roadway Reclamation	\$ 52.50
		Mill and Overlay	\$ 30.75
Note: 35% per foot will be charged for additional footage above the minimum zoning width for the area.			
Dumpster Permit			2019
		Per Day (3 day min)	\$ 20.00
		Technology Fee	\$ 10.00
Right-of-Way Permit			2019
		Minimum	\$ 80.00
	Add the following where applicable:		
	Per Additional Excavation	Paved Area	\$ 40.00
	Per Additional Excavation	Unpaved Area	\$ 20.00
	Underground Utility or Telecom \ Boring or Tunneling	Per LF	\$ 0.50
	Underground Utility ore Telecom\ Open Trench	Per LF	\$ 0.65
	Overhead Utility \ Telecom	Per LF	\$ 0.10
	Add the following to all permits:		
		Technology Fee	\$ 10.00

PUBLIC WORKS FEES-CONTINUED

<i>Water</i>			
Meter Charges			2019
	New Residential Construction (collected on Plumbing permit)		\$ 130.00
		Replace Frost Damaged Water Meter	\$ 130.00
		Residential Water Turn Off	\$ 60.00
		Residential Water Turn On	\$ 60.00
Hydrant Meter Rental			2019
		Hydrant Meter Deposit (1" or smaller)	\$ 50.00
		Hydrant Meter Deposit (2 1/2")	\$ 300.00
		First 10,000 gallons	\$ 50.00
		Per 1,000 gallons there after	\$ 5.00
RPZ Filing Fee			2019
			\$ 25.00
Waive/Decline Radio Meter			2019
		Monthly	\$ 150.00
Water Hook-Up Fees			2019
	Residential, Commercial, Industrial, Office	per unit	\$ 150.00
<i>Utility Late Payment Charge</i>			<i>2019</i>
		10% of balance due	
		Minimum	\$ 10.00

ELECTRIC RATES

		2019
E1 Residential Electric Service		
Overhead	Monthly Service Charge	\$ 9.25
Consumption Charges (per kWh)	October - May	\$ 0.1141
Consumption Charges (per kWh)	June - September	\$ 0.1246
E6 Residential Electric Service		
Underground	Monthly Service Charge	\$ 11.25
Consumption Charges (per kWh)	October - May	\$ 0.1141
Consumption Charges (per kWh)	June - September	\$ 0.1246
E3 Small Commercial Service		
	Monthly Service Charge	\$ 11.25
Consumption Charges (per kWh)	October - May	\$ 0.1119
Consumption Charges (per kWh)	June - September	\$ 0.1239
E4 Commercial Service		
	Monthly Service Charge	\$ 25.50
Consumption Charges (per kWh)		\$ 0.0726
E5 Demand Charge (Related to E4 Service)		
Consumption Charges (per KW)	October - May	\$ 9.03
Consumption Charges (per KW)	June - September	\$ 12.05
Large Commercial Service		
	Monthly Service Charge	\$ 25.50
Consumption Charges (per kWh)		\$ 0.0721
Demand Charge (Related to Large Commercial Service)		
Consumption Charges (per KW)	October - May	\$ 9.03
Consumption Charges (per KW)	June - September	\$ 12.05
Time of Day Service		
	Monthly Service Charge	\$ 28.50
Consumption Charges (per kWh)	On Peak	\$ 0.0797
Consumption Charges (per kWh)	Off Peak	\$ 0.0516
Consumption Charges (per kWh)	Weekend	\$ 0.0609
North St. Paul Street Lighting		
	Per Month	\$ 1.3000
Clean Energy Choice for Residential		
50% Renewal	Additional per Month	\$ 1.00
75% Renewal	Additional per Month	\$ 2.00
100% Renewal	Additional per Month	\$ 3.00
Clean Energy Choice for Commercial		
	Additional charge per kWh	\$ 0.001
Residential Solar Credit (per kWh)		
Consumption Credit (per kWh)	October - May	\$ 0.1141
Consumption Credit (per kWh)	June - September	\$ 0.1246

GARBAGE RATES

Garbage Rates		
	Service Size	2019
	32 Gallon	\$ 13.59
	68 Gallon	\$ 14.95
	95 Gallon	\$ 17.50
	163 Gallon	\$ 25.94
Recycling Rates		
	Service	2019
	Recycling	\$ 3.62
	Bulk Item Pick-up	\$ 3.48
Yard Waste Disposal Rates (optional)		
	Service	2019
	Unlimited-With 95 Gallon Cart	\$ 7.39
<i>Prices above do not include 28% County Environmental Charge (Ramsey CEC) or MN State Solid Waste Tax, Residential 9.75% - Commercial 17%.</i>		

SURFACE WATER RATES

		2019
Single Family Residential, Townhome, and Double Homes		
One Residential Equivalency Factor (REF)		\$ 10.56
Commercial, Multi-Family and Public		
Percent Impervious	Multiplied by One REF	\$ 10.56
Based on Ramsey County GIS parcel data		
Raingarden Incentive Discount		35%
Open Space		Exempt
Streets and Lakes		Exempt
Undeveloped		Exempt

WASTE WATER RATES

		2019
North St. Paul Waste Water Service - per 1,000 Gallons		
5/8" to 1" Water Service	Monthly Service Charge	\$ 32.69
Consumption Charges (Per 1,000 Gallon)*	0 to 7,000 Gallons	\$ 3.14
	7,001 to 20,000 Gallons	\$ 3.55
	20,001 Gallons or More	\$ 3.97
North St. Paul Waste Water Service - per 1,000 Gallons		
1 1/2" or Larger Water Service	Monthly Service Charge	\$ 65.33
Consumption Charges (Per 1,000 Gallon)*	0 to 7,000 Gallons	\$ 3.14
	7,001 to 20,000 Gallons	\$ 3.55
	20,001 Gallons or More	\$ 3.97
North St. Paul Waste Water Service - per Gallon		
5/8" to 1" Water Service	Monthly Service Charge	\$ 32.69
Consumption Charges (Per Gallon)*	0 to 7,000 Gallons	\$ 0.00314
	7,001 to 20,000 Gallons	\$ 0.00355
	20,001 Gallons or More	\$ 0.00397
North St. Paul Waste Water Service - per Gallon		
1 1/2" or Larger Water Service	Monthly Service Charge	\$ 65.33
Consumption Charges (Per Gallon)*	0 to 7,000 Gallons	\$ 0.00314
	7,001 to 20,000 Gallons	\$ 0.00355
	20,001 Gallons or More	\$ 0.00397
North St. Paul Waste Water Service-Flat Sewer**		
Monthly Connection Charge	Monthly Service Charge	\$ 48.39
Maplewood Waste Water Service		
Consumption Charges (Per Gallon)*	Monthly Service Charge	Set By
Consumption Charges (Per 1,000 Gallons)*		Maplewood

WATER RATES

		2019
North St. Paul Water Service-Per 1,000 Gallons		
5/8" to 1" Water Service	Monthly Service Charge	\$ 11.57
Consumption Charges (Per 1,000 Gallons)	0 to 7,000 Gallons	\$ 3.38
	7,001 to 20,000 Gallons	\$ 4.43
	20,001 Gallons or More	\$ 6.44
North St. Paul Water Service-Per 1,000 Gallons		
1 1/2" Meter or Larger	Monthly Service Charge	\$ 22.91
Consumption Charges (Per 1,000 Gallons)	0 to 50,000 Gallons	\$ 3.35
	50,001 to 150,000 Gallons	\$ 4.39
	150,001 Gallons or More	\$ 6.38
Maplewood Water Service-Per 1,000 Gallons		
5/8" to 1" Water Service	Monthly Service Charge	\$ 11.72
Consumption Charges (Per 1,000 Gallons)	0 to 7,000 Gallons	\$ 3.38
	7,001 to 20,000 Gallons	\$ 4.43
	20,001 Gallons or More	\$ 6.44
<i>(Includes 15 cent charge for Fire Hydrant Rental)</i>		
North St. Paul Water Service-Per Gallon		
5/8" to 1" Water Service	Monthly Service Charge	\$ 11.57
Consumption Charges (Per Gallon)	0 to 7,000 Gallons	\$ 0.00338
	7,001 to 20,000 Gallons	\$ 0.00443
	20,001 Gallons or More	\$ 0.00644
North St. Paul Water Service-Per Gallon		
1 1/2" Meter or Larger	Monthly Service Charge	\$ 22.91
Consumption Charges (Per Gallon)	0 to 50,000 Gallons	\$ 0.00335
	50,001 to 150,000 Gallons	\$ 0.00439
	150,001 Gallons or More	\$ 0.00638
Maplewood Water Service-Per Gallon		
5/8" to 1" Water Service	Monthly Service Charge	\$ 11.72
Consumption Charges (Per Gallon)	0 to 7,000 Gallons	\$ 0.00338
	7,001 to 20,000 Gallons	\$ 0.00443
	20,001 Gallons or More	\$ 0.00644
<i>(Includes 15 cent charge for Fire Hydrant Rental)</i>		

**Water consumption consumed by commercial users is subject to sales tax.*

57.04 Sewer & Water Rules, Regulations, Prices and Terms - Charges for service shall be a continuing lien until paid upon property served.

Agenda Information Memorandum
North St. Paul City Council
October 2, 2018

FROM THE OFFICE OF THE POLICE DEPARTMENT

Subject: Proposed School Resource Officer Agreement with ISD #622 for the 2018-2019 School Year.

To the Honorable Mayor and City Council:

To review and approve or deny, the proposed School Resource Officer (SRO) Agreement with Independent School District #622 (ISD #622), for the 2018-2019 School Year.

Facts:

- The City and School District have reached an agreement on a new School Resource Officer (SRO) Services Agreement for the 2018-2019 school year.
- The Police Chiefs of Oakdale, Maplewood and North St. Paul negotiated a \$7,000 increase in the Agreement from \$65,000 to \$72,000 for each SRO position for the 2018-2019 School Year.
- Additionally, the School District may request SRO overtime services for “Special Events” at which the City may invoice the School District up to 30 hours at the flat rate of \$75 per hour.
- The contract shall commence on September 1, 2018 and shall end on August 31, 2018.
- Either party may terminate the Agreement by providing written notice to the other party no less than six months prior to the effective termination date.
- The School District has signed the Agreement.

Attachments for Council Packet:

Resolution

Items reviewed by Police Chief Lauth:

School Resource Officer Agreement

Respectfully submitted,

/s/ TL by mm

Tom Lauth
Police Chief

APPROVED FOR AGENDA ENCLOSURE:

/s/ CW by mm

Dr. Craig Waldron
City Manager

Agenda placement: Consent Agenda

CITY OF NORTH ST. PAUL

RESOLUTION NO. 2018-xxx

**SERVICES AGREEMENT BETWEEN INDEPENDENT SCHOOL DISTRICT
622 AND THE NORTH ST. PAUL POLICE DEPARTMENT**

WHEREAS, the City, through its Police Department, has previously provided School Resource Officer (SRO) services to Independent School District 622 schools in North St. Paul; and

WHEREAS, ISD 622 has agreed to pay \$72,000 to North St. Paul for School Resource Officer (SRO) services, September 1, 2018 through August 31, 2019. The full amount will be divided into two payments per the Agreement; and

WHEREAS, the School District may request SRO overtime services for “Special Events” at which the City may invoice the School District up to 30 hours at the flat rate of \$75 per hour; and

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH ST. PAUL, MINNESOTA, it hereby approves the services Agreement between ISD 622 and the North St. Paul Police Department; and

BE IT FURTHER RESOLVED, per the Agreement, the North St. Paul Police Department will provide SRO services to ISD 622 schools in North St. Paul, for the period September 1, 2018 through August 31, 2019.

ADOPTED this 2nd day of October, 2018.

Motion by Councilmember
Second by Councilmember

Voting: Aye:	Councilmember Furlong Councilmember Petersen Councilmember Walczak Councilmember Sonnek Mayor Kuehn
Nay:	None
Absent:	None
Abstain:	None

Michael R. Kuehn, Mayor

Attest: _____
Craig Waldron, City Manager



School District 622

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SCHOOL RESOURCE OFFICER AGREEMENT

This School Resource Officer Agreement (the "Agreement") dated September 1, 2018 is by and between the City of North St. Paul and Independent School District No. 622 ("School District").

RECITALS

WHEREAS, the School District and the City are both corporate bodies politic under the Laws of the State of Minnesota: and

WHEREAS, both the City and District desire to enter this agreement for the provision of law enforcement services by North St. Paul to the District: and

WHEREAS, this Agreement is authorized and provided for by Minn. Stat. § 471.59.

NOW, THEREFORE, in consideration of the mutual covenants and conditions contained in this Agreement, the School District and City agree as follows:

1. Purpose

The City and School District will collaborate on a law enforcement services provided by a School Resource Officer. Both the City and School District have determined that the law enforcement provided by the SRO is beneficial to school and community safety and promotes collaboration between the City, District, parents and students. This Agreement is intended, in part, to set forth the terms and conditions, to create, fund, and implement the position of a police School Resource Officer ("SRO").

The SRO reports to North St. Paul designated Police Supervisor in collaboration with school administrators.

2. Job Duties

The SRO will work towards carrying out the mission of the North St. Paul Police Department within the school community as per the City's job description. The SRO will act in their capacity and authority as a Police Officer for the City of North St. Paul Police Department to provide a safe learning environment, to prevent crime, and to investigate and solve crimes.



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3. Funding-SRO Program

The City is responsible for hiring the SRO and paying his or her salary- benefits and training costs and the District will contribute \$72,000 to the city for those costs. Overtime for special events as may be required for the safety of students, staff, and visitors to School District facilities.

4. Services

- a. The City shall provide the services of one primary police officer to assist the School District. The School District agrees to provide adequate office space, telephone access, computer and printer for use by the SRO(s). The SRO will be on duty during regular school hours in the school district all student contact days and also comply with the City of North St. Paul job description. While on duty with the school district, the SRO is primarily engaged in school district services; however, the Police Chief has the authority to redeploy the SRO should a specific emergency or public safety necessity require such deployment. The SRO will respond to calls to all schools in the City of North St. Paul although maybe based primarily at one school in the city.
- b. Selection of SRO. The City will assign someone who already is currently employed by the City to the SRO position and the District will provide input on the assignment. with the Chief having final authority to select the SRO. The City of North St. Paul has the authority of determining the rotation of the SRO assignment.
- c. Dress Code: The SRO may wear Police Department issued uniform or civilian clothing attire in compliance with the Police Department Uniforms and Appearance Policy.

5. Performance Issues

The School District shall promptly report to the Chief of Police any issues or concerns it has regarding the assigned officer's work performance. The School District may also provide annual input to the Chief of Police regarding the officer's work performance.

6. Incidents

Incidents occurring on or about school premises that require police intervention. should be primarily investigated by the SRO. The assigned and/or participating officer shall prepare



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customary police incident report(s) and perform investigations in accord with North St. Paul Police Department Policy and Procedure.

7. School Discipline Rules

The SRO shall not enforce any school disciplinary rules or policies.

8. Coordinating Representatives

Representatives of the City, the Police Department and School District will meet as necessary to discuss, coordinate and recommend revisions, if necessary, to the SRO services/agreement.

9. Payment

The City shall provide billing statements to the School district for services provided herein on a semi-annual basis on June 30 and January 1 of each year. Such statements will be due and payable by the School District to the City no more than thirty (30) days after receipt of the same. The billing to the School district shall be done so in arrears of service provision (January billing shall cover the immediately preceding period. Of July 1 through December 31).

10. Term

This Agreement shall commence on the 1st day of September 2018, and shall end on the 31st day of August 2019.

11. Independent Contractor

The City, through its Chief of Police, will remain free to exercise judgment in this Agreement. The City acknowledges that no withholding for state or federal benefits or taxes will be made from the payments due the City by the School District. The City also acknowledges that it has the sole obligation to comply with state, local and federal tax provisions with regard to these services and the employees hired by the City to perform services described herein, including workers' compensation laws.

12. Scheduling

The SRO will be on duty during regular school hours in the school district all days while school is in session and also comply with the City of North St. Paul job description. During non-student contact days during the school year and during the summer months the SRO's schedule will be determined by the Chief of Police.



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Overtime:

As requested by the school district with the approval of the Chief of Police and/or his/her Designee, the SRO is authorized to work special events (prom, homecoming, school dances, special athletic events, etc.), attend meetings, or complete investigations outside of the regular schedule to promote public safety and enhance safety for students, staff and visitor. Recognizing the joint nature of the SRO program, and the desire to provide the School District with a fixed cost of the SRO program, the City shall invoice the School District up to 30 hours of special event overtime at a flat rate of \$75 per hour to offset overtime expenditures that stem from the school-based assignment of the SRO. Any additional overtime needed would be the responsibility of the individual school organization to cover the costs. Scheduling of police coverage for special events will be completed between the police department and the Athletic/Activities Director at the respective school.

13. Termination of this Agreement

Either party may terminate this Agreement by providing written notice to the other party no less than six months prior to the effective termination date.

14. Temporary Emergency Reassignment

If, in the discretion of the Chief of Police, it becomes necessary to remove the SRO from the district, whenever possible, the Chief of Police will inform the School District officials in advance of such action.

15. Security/Linking

The SRO(s) office will be locked and secured by a key issued only to the SRO(s). The SRO(s) will be provided a suitable computer, monitor, and printer and any other items or services necessary, at the expense of the School District, so that the SRO will have full access to the City email and network system and the School District's email and network system at all times the SRO(s) is working pursuant to this Agreement. Any additional equipment costs to be borne by the City.

16. Indemnity and Hold Harmless

The District and the City agree that they will be responsible for their own acts and omissions and those of their officials, employees, representatives and agents in carrying out the terms of this Agreement and the results thereof to the extent authorized by law and shall not be responsible for the acts or omissions of the other party and the results thereof.



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It is understood and agreed that each party's liability shall be limited by the provisions of Minnesota Statutes, Chapter 466 (Tort Liability, Political Subdivisions) or other applicable law. Nothing contained in this Agreement shall waive or amend, nor shall be construed to waive or amend any defense or immunity that either party, their respective officials and employees, may have under said Chapter 466, or any common-law immunity or limitation of liability, all of which are hereby reserved by the District and the City.

17. Complete Agreement

It is understood and agreed that this is the entire agreement between the parties and this Agreement supersedes all oral agreements and negotiations between the parties relating to this subject matter.

18. Amendments

This Agreement contains the full understanding and agreement between the parties and may not be amended except in writing agreed to and executed by both parties. If any provision of this Agreement is found invalid by a court or agency, it shall not invalidate any remaining provisions.

19. Data Practices

Sharing of data will be done only pursuant to the Minnesota Government Data Practices Act and the Family Educational Rights and Privacy Act. Any data shared between the two parties to this Agreement will be maintained in accordance with state and federal law. Because the City and the officer (s) are not employees of the School District, any violation of state or federal law in this regard is the sole responsibility of the City and the officer and each agrees to hold the School District harmless if a claim or action arises because of the City's action or omissions. City shall provide reasonable data privacy training to all SRO's.

20. Discrimination

The City and School District agree not to discriminate in providing services under this Agreement on the basis of race, sex, creed, nation origin, age or religion. The parties agree not to discriminate as required by state and federal laws.

21. Interpretation

This Agreement shall not be construed more strictly against one party than against the other party merely by virtue of the fact that it may have been prepared by counselor for one of the



School District 622

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parties. it being recognized that both the City and the School District have contributed substantially and materially to the preparation of this Agreement.

22. Construction

The headings of the sections and subsections of this Agreement are for convenience and reference only and do not form a part hereof; and in no way interpret or construe such sections and subsections. Wherever the context requires or permits, the singular shall include the plural. the plural shall include the singular and the masculine, feminine and neuter shall be freely interchangeable. It is agreed that nothing herein contained is intended or should be construed in any manner as creating or establishing the relationship as co-partners, joint venture, or joint enterprise between the parties hereto or as a constituting either party as an agent, representative or employee of the other for any purpose or in any manner whatsoever, excluding any agency relationship that may exist for purposes of educational data practices.

23. Parties in Interest

This Agreement shall be binding open upon and inure to the benefit of the parties' respective heirs, representatives, successors, and assignees. This Agreement is for the sole benefit of City and the School District (including a permitted assignee), and no third party is intended to be a beneficiary of or have the right to enforce this Agreement.

24. Attorney's Fees

In the event of litigation between the parties in connection with this Agreement. the prevailing party (i.e. the party whose position is substantially upheld by the court) shall be entitled to recover its reasonable attorney's fees and costs from the non-prevailing party. The obligation in the immediately preceding sentence shall survive any termination of this Agreement or the closing.

25. Definitions

If any date herein set forth for the performance of any obligations by the parties or for the delivery of any instrument or notice as herein provided should be on a Saturday. Sunday or legal holiday, the compliance with obligations or delivery shall be deemed acceptable on the next business day following such Saturday, Sunday or legal holiday. As used in this Section, the term "legal holiday" means any state or federal holiday for which financial institutions or post offices are generally closed in the State of Minnesota. The term "including" shall mean including, as an example. without limiting the generality of the foregoing.



School District 622

NORTH ST. PAUL | MAPLEWOOD | OAKDALE

Ready for tomorrow

26. Counterparts

This Agreement may be executed in any number of counterparts, each of which shall be deemed to be an original, but all of which together shall constitute one and the same document. A signature page to any counterpart may be detached from such counterpart without impairing the legal effect of the signatures thereon and thereafter attached to another counterpart identical thereto except having attached to it additional signature pages

27. Governing Law

This Agreement shall be construed as to both validity and performance enforcement in accordance with and governed by the laws of the State of Minnesota.

28. Heading

The headings contained herein are for convenience of reference only and do not affect, define, describe or limit the scope or intent of this Agreement or any of its provisions.

29. Notices

Notice to City provided for herein shall be sufficient if sent by the regular United States Mail, postage prepaid, addressed to City of North St. Paul, City Manager, 2400 Margaret Street North St. Paul, MN 55109. Notices sent to School District shall be sufficient if sent by the regular United State Mail, postage prepaid, addressed to ISD 622, Attention, Superintendent, 2520 East 12th Avenue, North St. Paul, MN 55109. Either party may designate to each other in writing from time to time a different address for notice.



School District 622

NORTH ST. PAUL | MAPLEWOOD | OAKDALE

Ready for tomorrow

IN WITNESS WHEREOF, the parties have executed this agreement as of the day and year first written above.

City of North St. Paul

Mayor

Date

City Manager

Date

Independent School District 622

Randy Anderson
Director of Business Services

Date 9/4/2018

Troy Miller, Assistant Superintendent
Support Services, ISD 622

Date 8-30-18

Agenda Information Memorandum
North St. Paul City Council
October 2, 2018

FROM THE OFFICE OF THE PUBLIC WORKS DEPARTMENT

Agenda placement: Consent

Subject: 2018 Equipment Purchases

To: Honorable Mayor and City Council

Background/Facts:

Equipment Acquisition and Surplus

Public Works Department is seeking to purchase several new pieces of equipment as a part of the 2018 equipment purchases.

Those purchases are as follows:

(1) 2019 F-350 pick-up truck and body	\$57,000.00 (est)
(1) ROVERX Truck System	\$100,445.00
(1) S-595 Skid Steer and accessories	\$40,504.89
(1) Bobcat 5600 and accessories	\$62,593.40
(1) Loader and attachments less trade	\$265,000.00 (est)
Total	\$525,543.29

Trade in equipment is listed as follows:

(1) Tennant Sweeper	\$10,000.00
(1) UEMSI Underground Inspection Camera	\$4,000.00
(1) 1997 John Deere 644	\$50,000.00
(1) 2017 S595 Skid Steer	\$36,000.00
(1) 2012 Bobcat 5600	\$21,000.00
Total	\$121,000.00

Surplus Equipment is as follows:

Tack trailer
2016 Chevrolet Volt
Bobcat Pioneer Cart
Bobcat Broom

All surplus items will attempt to be sold. If they are not sold they will be turned in for scrap or disposed of.

All replacement units have reached the end of their serviceable life with the City.

In each category Public Works researched several units and brands and decided the best brand for overall usability, City needs, and resale value. All purchases are State bid pricing.

All purchases will be made off the State contract bid process.

The purchase of the loader is scheduled for 2019. Contract pricing is expecting a 15% increase in 2019 contract period. If an order can be placed by November the City can save 15% on a 2019 unit.

Recommendation: It is recommended the City Council authorize the Public Works Department to purchase the aforementioned items and in doing so retire to surplus or trade in the items as outlined.

Attachments:

Resolution

Respectfully submitted,

/s/ NF by mm

Nick Fleischhacker
Public Works Director

APPROVED FOR AGENDA ENCLOSURE:

/s/ CW by mm

Dr. Craig Waldron
City Manager

CITY OF NORTH ST. PAUL

RESOLUTION NO. 2018-xxx

Consent Agenda

**RESOLUTION AUTHORIZING THE PUBLIC WORKS DEPARTMENT
TO PURCHASE 2018 EQUIPMENT AND DECLARING
CURRENT SURPLUS ITEMS TO BE SOLD**

WHEREAS, Public Works Department is seeking to purchase several new pieces of equipment as a part of the 2018 equipment purchases; and

WHEREAS, those purchases are as follows totaling \$525,543.29:

(1) F-350 and Body	\$57,000.00 (est)
(1) ROVVERX Truck System	\$100,445.00
(1) S-595 Skid Steer and accessories	\$40,504.89
(1) Bobcat 5600 and accessories	\$62,593.40
(1) Loader and attachments less trade	\$265,000.00 (est)

WHEREAS, trade-in equipment is listed as follows totaling \$121,000.00:

(1) Tennant Sweeper	\$10,000.00
(1) UEMSI Underground Inspection Camera	\$4,000.00
(1) 1997 John Deere 644	\$50,000.00
(1) 2017 S595 Skid Steer	\$36,000.00
(1) 2012 Bobcat 5600	\$21,000.00

WHEREAS, Surplus Equipment is as follows:

Tack trailer
2016 Chevrolet Volt
Bobcat Pioneer Cart
Bobcat Broom

WHEREAS, all surplus items will attempt to be sold and if they are not sold they will be turned in for scrap or disposed of; and

WHEREAS, all replacement units have reached the end of their serviceable life with the City; and

WHEREAS, in each category Public Works researched several units and brands and decided the best brand for overall usability, City needs, and resale value; and

WHEREAS, all purchases are State bid pricing and all purchases will be made off state contract bid process; and

WHEREAS, the purchase of the loader is scheduled for 2019. Contract pricing is expecting a 15% increase in 2019 contract period. If an order can be placed by November the City can save 15% on a 2019 unit; and

WHEREAS, Public Works is seeking the approval to purchase the aforementioned items and in doing so retire to surplus or trade in the items as outlined.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH ST. PAUL, hereby authorizes the Public Works Department to purchase requested equipment; and

BE IT FURTHER RESOLVED, the current equipment scheduled for replacement as described above are hereby declared as surplus and to be sold.

ADOPTED this 2nd day of October, 2018.

Motion by Council Member xxx
Second by Council Member xxx

Voting:	Aye:	Council Member Furlong Council Member Petersen Council Member Walczak Council Member Sonnek Mayor Kuehn
	Nay:	None
	Abstain:	None
	Absent:	None

Michael R. Kuehn, Mayor

Attest: _____
Dr. Craig Waldron, City Manager

Agenda Information Memorandum
North St. Paul City Council
October 2, 2018

FROM THE OFFICE OF THE CITY ENGINEER

Agenda placement: PUBLIC HEARINGS

Subject: 2018 STREET AND UTILITY IMPROVEMENTS PROJECT – ASSESSMENT HEARING

To: Honorable Mayor and City Council

Background/Facts:

- Following the public hearing at the July 3rd, 2018 regular Council Meeting, the City Council ordered the public improvements included in the project in the project area.
- The Assessment Hearing was originally scheduled and held August 21, 2018. To address a minor outstanding procedural requirement for the adoption of the assessments, on September 4th, 2018 the Council set by resolution that the Assessment Hearing be held again for formal adoption October 2nd, 2018.
- Advance letters of the scheduling change were mailed to property owners the last week of August. Official notifications of the rescheduled hearing for formal adoption of the proposed assessments were published and mailed as required following the September meeting.
- Improvements for the project area include street reconstruction and rehabilitation, replacement and rehabilitation of sanitary sewer and water public main lines, storm sewer improvements, trails/sidewalks, street lighting, and electric and other burying of overhead and underground utilities.
- The proposed Project area is comprised of the following streets (see attached map)
 - Lake Boulevard from 17th Avenue East to the Municipal Boundary
 - Poplar Avenue from Helen Street North to Swan Avenue East
 - Swan Avenue East from Lake Boulevard to Poplar Avenue East
 - 19th Avenue East from Helen Street North to Century Avenue
 - Park ROW from 19th Avenue East to 20th Avenue East
 - 20th Avenue East from Park ROW to Century Avenue
 - 11th Avenue from McKnight Road to Castle Ave
 - Castle Avenue from 11th Avenue to 12th Avenue
 - 12th Avenue from Castle Avenue to Margaret St N
 - 14th Avenue from McKnight Road to 3rd St. N
- The proposed project is anticipated to be funded, in part, by special assessments to benefitting properties, in accordance with the Assessment Policy.
- There are no assessments proposed for any utility improvements or reconstruction to occur as a part of this project.
- Assessments are proposed to be paid in equal annual installments over 15 years for single family residential property beginning in January 2019 with an annual interest rate of 5.25% per annum. The assessment may be paid in whole with no interest charged if the entire assessment is paid

within 30 days of the adoption of the assessment. Special assessment deferment, with interest, are available for property owners meeting qualifying criteria.

- Staff will present a brief overview and be present for questions.

Recommendation: To adopt a resolution adopting the attached assessment roll for the 2018 Street and Utility Improvement Project, City Project S.A.D, 18-01.

ATTACHMENTS

Map

Resolution Adopting Assessment

Assessment Roll

Respectfully submitted,

/s/ MD by mm

Morgan Dawley
City Engineer

APPROVED FOR AGENDA ENCLOSURE:

/s/ CW by mm

Dr. Craig Waldron
City Manager

CITY OF NORTH ST. PAUL

RESOLUTION NO. 2018-XXX

**A RESOLUTION CERTIFYING SPECIAL ASSESSMENTS
FOR THE 2018 STREET AND UTILITY IMPROVEMENTS PROJECT
S.A.D. 18-01**

WHEREAS, pursuant to proper notice duly given as required by law, the North St. Paul City Council (“Council”) has met, heard and passed upon all objections to the assessment for 2018 Street and Utility Improvements Project; and,

WHEREAS, the 2018 Street and Utility Improvements Project (“Project”) location is: Lake Boulevard from 19th Avenue East to Lydia Avenue/Joy Road; Poplar Avenue from Helen Street North to Swan Avenue East; Swan Avenue East from Lake Boulevard to Poplar Avenue; 19th Avenue East from Helen Street North to Century Avenue; Park Row from 19th Avenue East to 20th Avenue East; 20th Avenue East from Park Row to Century Avenue; and,

WHEREAS, the Project improvement shall include street reconstruction and rehabilitation, replacement and rehabilitation of sanitary sewer and water public main lines, storm sewer improvements, trails/sidewalks, street lighting, and electric and other burying of overhead and underground utilities, pursuant to Minnesota Statutes, Sections 429.011 to 429.111; and,

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH ST. PAUL, MINNESOTA:

1. Such assessments, a copy of which is attached hereto and made a part hereof, is hereby accepted and shall constitute the special assessment against the lands named therein, and each tract of land therein included is hereby found to be benefited by the proposed improvement in the amount of the assessment levied against it.
2. For single family residential properties and multi-family (four units or less) such assessments shall be payable in equal annual installments extending over a period of 15 years, the first of the installments to be payable on or before the first Monday in January 2019, and shall bear interest at the rate of 5.25% per annum from the date of the adoption of this assessment resolution. For commercial, institutional, and multi-family (five units and greater) such assessments shall be payable in equal annual installments extending over a period of 7 years, the first of the installments to be payable on or before the first Monday in January 2019, and shall bear interest at the rate of 5.25% per annum from the date of the adoption of this assessment resolution. To the first installment shall be added interest on the entire assessment from October 3, 2018 until December 31, 2018. To each subsequent installment, when due, shall be added interest for one (1) year on all unpaid installments.
3. The owner of any property so assessed may, at any time prior to certification of the assessment to the county auditor, pay the whole of the assessment on such property, with interest accrued to the date of payment, to the city treasurer, except that no interest shall be charged if the entire

assessment is paid within 38 days from the adoption of this resolution; and he/she may, at any time thereafter, pay to the city treasurer the entire amount of the assessment remaining unpaid, with interest accrued to December 31 of the year in which such payment is made. Such payment must be made before November 15 or interest will be charged through December 31 of the next succeeding year.

4. The City Manager shall forthwith transmit a certified duplicate of this assessment to the County Auditor to be extended on the property tax lists of the county. Such assessments shall be collected and paid over in the same manner as other municipal taxes.

ADOPTED this 2nd day of October, 2018.

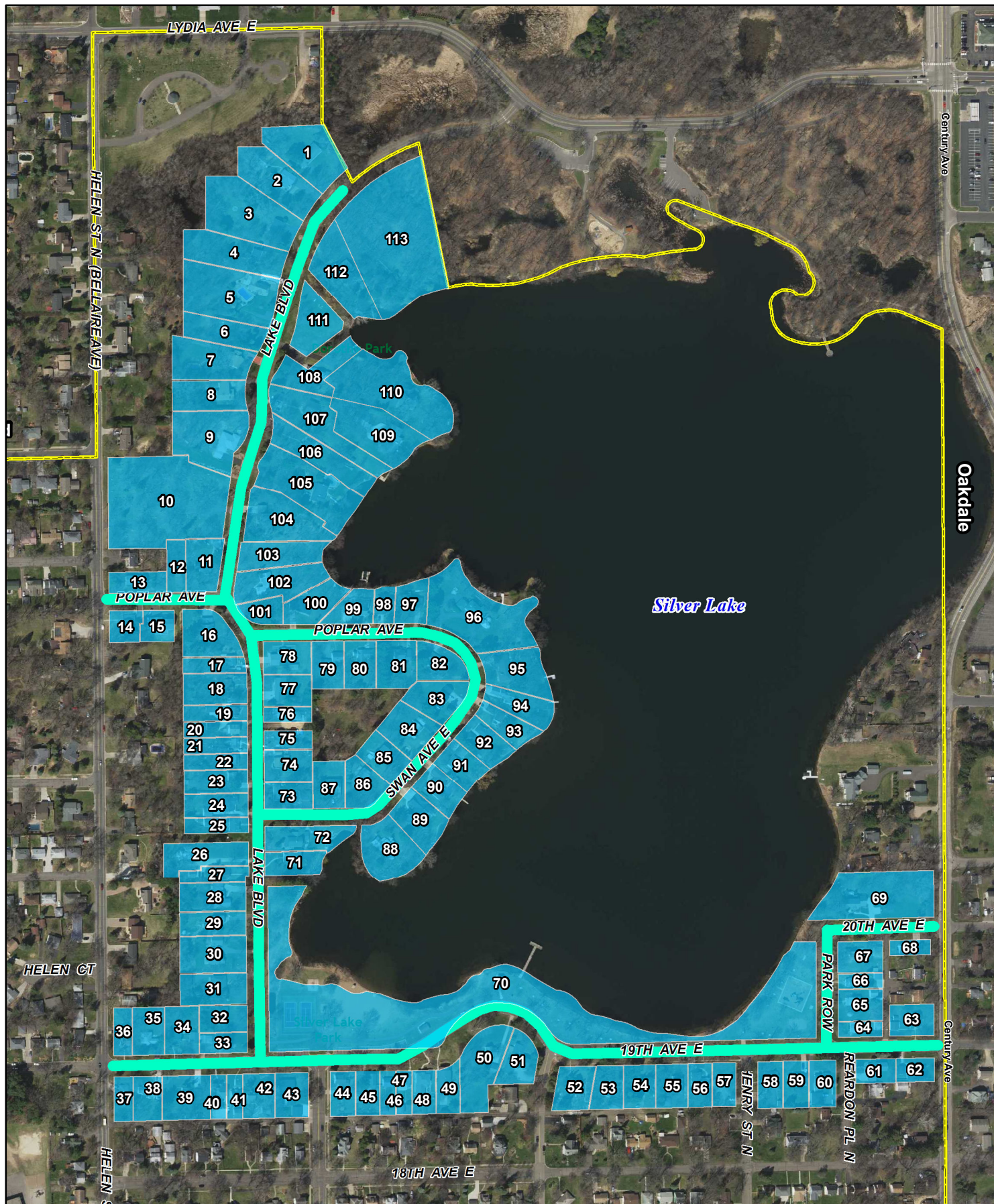
Motion by Council Member
Second by Council Member

Voting:	Aye:	Council Member
		Council Member
		Council Member
		Council Member
		Mayor
	Nay:	None
	Abstain:	None
	Absent:	None

Michael R. Kuehn, Mayor

Attest:

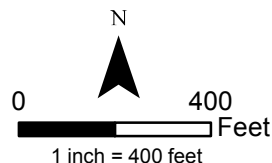
Dr. Craig Waldron, City Manager



Assessment Map

Assessed Parcels
Street & Utility Improvement Project
North St. Paul, MN

- Assessed Parcels
- 2018 CIP
- City Boundary



CITY OF NORTH ST. PAUL																
2018 STREET AND UTILITY IMPROVEMENT PROJECT - S.A.D. 18-01																
PRELIMINARY ASSESSMENT ROLL																
Updated: 08-15-18 WSB Project No.: 010077-000 City Project No.: SAD 18-01														North St Paul Assessments:		
														Reclamation Per foot)		\$35
														Full Reconstruction (Per foot)		\$64
Lake Blvd, 19th Ave, Poplar Ave, Swan Ave, Park Row, 20th Ave E																
MAP ID	PID	FEE OWNER TAX NAME 1	FEE OWNER TAX NAME 2	FEE OWNER ADDRESS	CITY/STATE	ZIP CODE	PROPERTY ADDRESS	CITY/STATE	USE DESCRIPTION	FRONT FOOTAGE			SIDE FOOTAGE			PROPOSED TOTAL ASSESSMENT
										ASSESSED FOOTAGE	ASSESSMENT RATE	ASSESSMENT	ASSESSED FOOTAGE	ASSESSMENT RATE	ASSESSMENT	
1	12922130002	John A Vondrachek	Maria L Vondrachek	2959 Lake Blvd	North St. Paul, MN	55109-1652	2959 Lake Blvd	North St. Paul, MN	Residential	100	\$64	\$6,400.00	0	\$0	\$0.00	\$6,400.00
2	12922130003	Christine A Vogl Wiegert	Edward W Wiegert	2935 Lake Blvd	North St. Paul, MN	55109-1652	2935 Lake Blvd	North St. Paul, MN	Residential	100	\$64	\$6,400.00	0	\$0	\$0.00	\$6,400.00
3	12922130004	Trevor C McCoy	Valerie K Wolter	2933 Lake Blvd	North St. Paul, MN	55109-1652	2933 Lake Blvd	North St. Paul, MN	Residential	100	\$64	\$6,400.00	0	\$0	\$0.00	\$6,400.00
4	12922130005	Barbara M Reif Trustee		2931 Lake Blvd	North St. Paul, MN	55109-1652	2931 Lake Blvd	North St. Paul, MN	Residential	90	\$64	\$5,760.00	0	\$0	\$0.00	\$5,760.00
5	12922130006	Michael T Maranda	Rebecca A Maranda	2925 Lake Blvd	North St. Paul, MN	55109-1652	2925 Lake Blvd	North St. Paul, MN	Residential	153.9	\$64	\$9,849.60	0	\$0	\$0.00	\$8,000.00
6	12922130007	Andrew Horstman		2913 Lake Blvd	North St. Paul, MN	55109-1652	2913 Lake Blvd	North St. Paul, MN	Residential	80	\$64	\$5,120.00	0	\$0	\$0.00	\$5,120.00
7	12922130008	Newton H Payne Trustee	Elsie M Payne Trustee	2905 Lake Blvd	North St. Paul, MN	55109-1652	2905 Lake Blvd	North St. Paul, MN	Residential	94.7	\$64	\$6,060.80	0	\$0	\$0.00	\$6,060.80
8	12922130009	David J Czeck	Janey L Czeck	2895 Lake Blvd	North St. Paul, MN	55109-1620	2895 Lake Blvd	North St. Paul, MN	Residential	101.12	\$64	\$6,471.68	0	\$0	\$0.00	\$6,471.68
9	12922130028	Karrie Blees Trustee		2887 Lake Blvd	North St. Paul, MN	55109-1620	2887 Lake Blvd	North St. Paul, MN	Residential	219.74	\$64	\$14,063.36	0	\$0	\$0.00	\$8,000.00
10	12922420085	Church Of St Peter		2600 Margaret St	North St. Paul, MN	55109-2361	0 Helen St	North St. Paul, MN	Church	227.35	\$64	\$14,550.40	0	\$0	\$0.00	\$0.00
11	12922420040	Terrence M Dunklee	K F Dunklee	2529 Poplar Ave	North St. Paul, MN	55109-1627	2529 Poplar Ave	North St. Paul, MN	Residential	41.4	\$64	\$2,649.60	84.35	\$64	\$5,398.40	\$8,000.00
12	12922420041	Church Of St Peter		2600 Margaret St	North St. Paul, MN	55109-2361	0 Poplar Ave	North St. Paul, MN	Church	60	\$64	\$3,840.00	0	\$0	\$0.00	\$0.00
13	12922420043	David F Resler	Rylla A Resler	Hauptstrausse 138	Switzerland	55109-1627	2509 Poplar Ave	North St. Paul, MN	Residential	90	\$64	\$5,760.00	0	\$0	\$0.00	\$5,760.00
14	12922420078	Allen J Lopez	Pamela J Lopez	2639 E 18th Ave	North St. Paul, MN	55109-1828	2832 Helen St	North St. Paul, MN	Residential	52.91	\$64	\$3,386.24	0	\$0	\$0.00	\$3,386.24
15	12922420079	Christopher J Parton	Heidi M Parton	2514 Poplar St N	North St. Paul, MN	55109-1636	2514 Poplar Ave	North St. Paul, MN	Residential	94.68	\$64	\$6,059.52	0	\$0	\$0.00	\$6,059.52
16	12922420062	Gordon Johnson Jr	Janice J Baltes	2833 Lake Blvd	North St. Paul, MN	55109-1615	2833 Lake Blvd	North St. Paul, MN	Residential	63.15	\$64	\$4,041.60	77.075	\$64	\$4,932.80	\$8,000.00
17	12922420061	Christopher L Gow		2821 Lake Blvd	North St. Paul, MN	55109-1615	2821 Lake Blvd	North St. Paul, MN	Residential	51	\$64	\$3,264.00	0	\$0	\$0.00	\$3,264.00
18	12922420060	Kristopher A Kivel	Angela J Kivel	2815 Lake Blvd	North St. Paul, MN	55109-1615	2815 Lake Blvd	North St. Paul, MN	Residential	100	\$64	\$6,400.00	0	\$0	\$0.00	\$6,400.00
19	12922420059	Gia M Totino	Derek Hansen	2807 Lake Blvd	North St. Paul, MN	55109-1615	2807 Lake Blvd	North St. Paul, MN	Residential	50	\$64	\$3,200.00	0	\$0	\$0.00	\$3,200.00
20	12922420058	Thomas W Marquis	Rebecca L Marquis	2803 Lake Blvd	North St. Paul, MN	55109-1615	2803 Lake Blvd	North St. Paul, MN	Residential	50	\$64	\$3,200.00	0	\$0	\$0.00	\$3,200.00
21	12922420057	William M Myers		2799 Lake Blvd	North St. Paul, MN	55109-1615	2799 Lake Blvd	North St. Paul, MN	Residential	50	\$64	\$3,200.00	0	\$0	\$0.00	\$3,200.00
22	12922420056	Carol F Zimmerman		2793 Lake Blvd	North St. Paul, MN	55109-1615	2793 Lake Blvd	North St. Paul, MN	Residential	50	\$64	\$3,200.00	0	\$0	\$0.00	\$3,200.00
23	12922420055	Roderick J Koenker	Maureen A Koenker	2787 Lake Blvd	North St. Paul, MN	55109-1615	2787 Lake Blvd	North St. Paul, MN	Residential	75	\$64	\$4,800.00	0	\$0	\$0.00	\$4,800.00
24	12922420054	Michael M Mikeworth	Elizabeth A Mikeworth	2779 Lake Blvd	North St. Paul, MN	55109-1615	2779 Lake Blvd	North St. Paul, MN	Residential	75	\$64	\$4,800.00	0	\$0	\$0.00	\$4,800.00
25	12922420053	Mark W Long	Sharyn Ann Long	2775 Lake Blvd	North St. Paul, MN	55109-1615	2775 Lake Blvd	North St. Paul, MN	Residential	50	\$64	\$3,200.00	0	\$0	\$0.00	\$3,200.00
26	12922420052	Aaron W Lynch	Jessica V Lynch	2765 Lake Blvd	North St. Paul, MN	55109-1615	2765 Lake Blvd	North St. Paul, MN	Residential	74.52	\$64	\$4,769.28	0	\$0	\$0.00	\$4,769.28
27	12922420051	Patricia A Chalmers		1514 Lane Pl	Portsmouth, VA	23704-1811	2761 Lake Blvd	North St. Paul, MN	Residential	64.52	\$64	\$4,129.28	0	\$0	\$0.00	\$4,129.28
28	12922430002	Michael B Cina	Greta M Cina	2753 Lake Blvd	North St. Paul, MN	55109-1615	2753 Lake Blvd	North St. Paul, MN	Residential	90	\$64	\$5,760.00	0	\$0	\$0.00	\$5,760.00
29	12922430003	David J Jungkunz	Julie A Jungkunz	2745 Lake Blvd	North St. Paul, MN	55109-1615	2745 Lake Blvd	North St. Paul, MN	Residential	75	\$64	\$4,800.00	0	\$0	\$0.00	\$4,800.00
30	12922430004	Dan Galvin Sr	Gayle Galvin	2739 Lake Blvd	North St. Paul, MN	55109-1615	2739 Lake Blvd	North St. Paul, MN	Residential	115.7	\$64	\$7,404.80	0	\$0	\$0.00	\$7,404.80
31	12922430005	Chris A Johnson	Rebecca L Johnson	2729 Lake Blvd	North St. Paul, MN	55109-1615	2729 Lake Blvd	North St. Paul, MN	Residential	100	\$64	\$6,400.00	0	\$0	\$0.00	\$6,400.00
32	12922430006	Alfred B Sorensen	Laurine J Sorensen	2719 Lake Blvd	North St. Paul, MN	55109-1615	2719 Lake Blvd	North St. Paul, MN	Residential	85	\$64	\$5,440.00	0	\$0	\$0.00	\$5,440.00
33	12922430007	Gregory P Luger		2711 Lake Blvd	North St. Paul, MN	55109-1615	2713 Lake Blvd	North St. Paul, MN	Residential	75	\$64	\$4,800.00	32.5	\$64	\$2,080.00	\$6,880.00
34	12922430008	Kathleen A Vittum		2521 19th Ave E	North St. Paul, MN	55109-1833	2521 19th Ave E	North St. Paul, MN	Residential	108	\$64	\$6,912.00	0	\$0	\$0.00	\$6,912.00
35	12922430009	Michael P Klecker		2511 19th Ave E	North St. Paul, MN	55109-1841	2511 19th Ave E	North St. Paul, MN	Residential	100	\$64	\$6,400.00	0	\$0	\$0.00	\$6,400.00
36	12922430010	Gail E Bonin	Derek C Bonin	2503 19th Ave E	North St. Paul, MN	55109-1833	2503 19th Ave E	North St. Paul, MN	Residential	30	\$64	\$1,920.00	0	\$0	\$0.00	\$1,920.00
37	12922430021	Brian J Premo		2700 Helen St	North St. Paul, MN	55109-1841	2700 Helen St	North St. Paul, MN	Residential	30	\$64	\$1,920.00	0	\$0	\$0.00	\$1,920.00
38	12922430020	Mark E Lemire	Michelle S Lemire	2518 19th Ave E	North St. Paul, MN	55109-7851	2518 19th Ave E	North St. Paul, MN	Residential	90	\$64	\$5,760.00	0	\$0	\$0.00	\$5,760.00
39	12922430019	Mark W Hodgins		2524 19th Ave E	North St. Paul, MN	55109-1851	2524 19th Ave E	North St. Paul, MN	Residential	150	\$64	\$9,600.00	0	\$0	\$0.00	\$8,000.00
40	12922430018	Jerrold Martin	Plitt Martin	2536 19th Ave E	North St. Paul, MN	55109-1851	2536 19th Ave E	North St. Paul, MN	Residential	50	\$64	\$3,200.00	0	\$0	\$0.00	\$3,200.00
41	12922430017	Jacob Ryks	Allison Ryks	2540 19th Ave E	North St. Paul, MN	55109-1851	2540 19th Ave E	North St. Paul, MN	Residential	50	\$64	\$3,200.00	0	\$0	\$0.00	\$3,200.00
42	12922430016	Kristy I Petersen		2544 19th Ave E	North St. Paul, MN	55109-1851	2544 19th Ave E	North St. Paul, MN	Residential	100	\$64	\$6,400.00	0	\$0	\$0.00	\$6,400.00
43	12922430015	Paul R Flaherty	Jeanne Dyer-Flaherty	2701 Margaret St	North St. Paul, MN	55109-1859	2701 Margaret S	North St. Paul, MN	Residential	0						

CITY OF NORTH ST. PAUL																
2018 STREET AND UTILITY IMPROVEMENT PROJECT - S.A.D. 18-01																
PRELIMINARY ASSESSMENT ROLL																
Updated: 08-15-18 WSB Project No.: 010077-000 City Project No.: SAD 18-01										North St Paul Assessments:						
										Reclamation Per foot					\$35	
										Full Reconstruction (Per foot)					\$64	
Lake Blvd, 19th Ave, Poplar Ave, Swan Ave, Park Row, 20th Ave E																
MAP ID	PID	FEE OWNER TAX NAME 1	FEE OWNER TAX NAME 2	FEE OWNER ADDRESS	CITY/STATE	ZIP CODE	PROPERTY ADDRESS	CITY/STATE	USE DESCRIPTION	FRONT FOOTAGE			SIDE FOOTAGE			PROPOSED TOTAL ASSESSMENT
										ASSESSED FOOTAGE	ASSESSMENT RATE	ASSESSMENT	ASSESSED FOOTAGE	ASSESSMENT RATE	ASSESSMENT	
68	12922440004	Cheri M Brown		2736 20th Ave E	North St. Paul, MN	55109-1635	2736 20th Ave E	North St. Paul, MN	Residential	65	\$35	\$2,275.00	0	\$0	\$0.00	\$2,275.00
69	12922440002	Harold R Broman	Margaret R Broman	2711 20th Ave E	North St. Paul, MN	55109-1657	2711 20th Ave E	North St. Paul, MN	Residential	168.5	\$35	\$5,897.50	0	\$0	\$0.00	\$5,897.50
70	12922430001	City Of North St Paul		2526 7th Ave E	North St. Paul, MN	55109-3003	0 19th Ave E	North St. Paul, MN	Park	0	\$0	\$0.00	0	\$0	\$0.00	\$0.00
71	12922420064	Jane F Hepp		2762 Lake Blvd	North St. Paul, MN	55109-1616	2762 Lake Blvd	North St. Paul, MN	Residential	77.5	\$64	\$4,960.00	0	\$0	\$0.00	\$4,960.00
72	12922420069	Kristen L Rieser		2560 Swan Ave E	North St. Paul, MN	55109-1632	2560 Swan Ave E	North St. Paul, MN	Residential	144	\$64	\$9,216.00	38.75	\$64	\$2,480.00	\$8,000.00
73	12922420026	Stephen R Bates	Denise Bates	2784 Lake Blvd	North St. Paul, MN	55109-1618	2784 Lake Blvd	North St. Paul, MN	Residential	42.5	\$64	\$2,720.00	75	\$64	\$4,800.00	\$7,520.00
74	12922420025	Kim Laroue		2792 Lake Blvd	North St. Paul, MN	55109-1618	2792 Lake Blvd	North St. Paul, MN	Residential	103	\$64	\$6,592.00	0	\$0	\$0.00	\$6,592.00
75	12922420024	Joseph P Bigelow	Laurie M Bigelow	2800 Lake Blvd	North St. Paul, MN	55109-1618	2800 Lake Blvd	North St. Paul, MN	Residential	60.8	\$64	\$3,891.20	0	\$0	\$0.00	\$3,891.20
76	12922420023	Jerome P Adam	Michelle T Adam	2806 Lake Blvd	North St. Paul, MN	55109-1618	2806 Lake Blvd	North St. Paul, MN	Residential	48.8	\$64	\$3,123.20	0	\$0	\$0.00	\$3,123.20
77	12922420022	Christopher Unger		2810 Lake Blvd	North St. Paul, MN	55109-1618	2810 Lake Blvd	North St. Paul, MN	Residential	100	\$64	\$6,400.00	0	\$0	\$0.00	\$6,400.00
78	12922420021	Donald B Regan	Jean Regan	2550 Poplar Ave	North St. Paul, MN	55109-1618	2550 Poplar Ave	North St. Paul, MN	Residential	75	\$64	\$4,800.00	50	\$64	\$3,200.00	\$8,000.00
79	12922420037	Catherine A Kress	Kevin B Kress	2564 Poplar Ave	Maplewood, MN	55109-1650	2564 Poplar Ave	North St. Paul, MN	Residential	100	\$64	\$6,400.00	0	\$0	\$0.00	\$6,400.00
80	12922420036	Lawrence H Boyle	Elizabeth A Ruhland	2572 Poplar Ave	North St. Paul, MN	55109-1650	2572 Poplar Ave	North St. Paul, MN	Residential	100	\$64	\$6,400.00	0	\$0	\$0.00	\$6,400.00
81	12922420035	William R Schroeder	Mary E Schroeder	2582 Poplar Ave	North St. Paul, MN	55109-1650	2582 Poplar Ave	North St. Paul, MN	Residential	127	\$64	\$8,128.00	0	\$0	\$0.00	\$8,000.00
82	12922420034	John A Monge	Kristin J Monge	2596 Poplar Ave	North St. Paul, MN	55109-1650	2596 Poplar Ave	North St. Paul, MN	Residential	227	\$64	\$14,528.00	0	\$0	\$0.00	\$8,000.00
83	12922420033	Jason Skoby	Rhonda Skoby	2611 Swan Ave E	North St. Paul, MN	55109-1628	2611 Swan Ave E	North St. Paul, MN	Residential	168	\$64	\$10,752.00	0	\$0	\$0.00	\$8,000.00
84	12922420032	Barry L Brown Trustee	Kay F Brown Trustee	277 Runge Ln	West St Paul, MN	55118-2912	2601 Swan Ave E	North St. Paul, MN	Residential	145	\$64	\$9,280.00	0	\$0	\$0.00	\$8,000.00
85	12922420070	Christine V Lindermann		2589 Swan Ave E	North St. Paul, MN	55109-1629	2589 Swan Ave E	North St. Paul, MN	Residential	100	\$64	\$6,400.00	0	\$0	\$0.00	\$6,400.00
86	12922420071	Kathryn Swor	Christian Swor	2587 Swan Ave E	North St. Paul, MN	55109-1629	2587 Swan Ave E	North St. Paul, MN	Residential	173	\$64	\$11,072.00	0	\$0	\$0.00	\$8,000.00
87	12922420027	Wayne M Wirth	Annalisa Wirth	2583 Swan Ave E	Maplewood, MN	55109-1629	2583 Swan Ave E	North St. Paul, MN	Residential	100	\$64	\$6,400.00	0	\$0	\$0.00	\$6,400.00
88	12922420081	Thomas L Armitage	Eileen T Armitage	2584 Swan Ave E	North St. Paul, MN	55109-1632	2584 Swan Ave E	North St. Paul, MN	Residential	92	\$64	\$5,888.00	0	\$0	\$0.00	\$5,888.00
89	12922420080	Duke J Coborn	Amy S Coborn	2592 Swan Ave E	North St. Paul, MN	55109-1632	2592 Swan Ave E	North St. Paul, MN	Residential	112	\$64	\$7,168.00	0	\$0	\$0.00	\$7,168.00
90	12922420015	Thomas J Lutmer	Jacquelyn A Lutmer	2598 Swan Ave E	North St. Paul, MN	55109-1632	2598 Swan Ave E	North St. Paul, MN	Residential	100	\$64	\$6,400.00	0	\$0	\$0.00	\$6,400.00
91	12922420014	Kurt S Ettlinger	Cheryl L Ettlinger	2600 Swan Ave E	North St. Paul, MN	55109-1630	2600 Swan Ave E	North St. Paul, MN	Residential	100	\$64	\$6,400.00	0	\$0	\$0.00	\$6,400.00
92	12922420013	Paul J Anderson	Mary A Anderson	2612 Swan Ave E	North St. Paul, MN	55109-1630	2612 Swan Ave E	North St. Paul, MN	Residential	100	\$64	\$6,400.00	0	\$0	\$0.00	\$6,400.00
93	12922420012	Jason Lehmer	Rebecca Lehmer	2614 Swan Ave E	North St. Paul, MN	55109-1630	2614 Swan Ave E	North St. Paul, MN	Residential	50	\$64	\$3,200.00	0	\$0	\$0.00	\$3,200.00
94	12922420011	Robin K Lalor		2616 Swan Ave E	North St. Paul, MN	55109-1630	2616 Swan Ave E	North St. Paul, MN	Residential	50	\$64	\$3,200.00	0	\$0	\$0.00	\$3,200.00
95	12922420010	John A Muller	Roxanne Muller	2618 Swan Ave E	North St. Paul, MN	55109-1630	2618 Swan Ave E	North St. Paul, MN	Residential	100	\$64	\$6,400.00	0	\$0	\$0.00	\$6,400.00
96	12922420009	Bangean Khalil Abdullah	Zena Khalil	2605 Poplar Ave	North St. Paul, MN	55109-1638	2605 Poplar Ave	North St. Paul, MN	Residential	185	\$64	\$11,840.00	0	\$0	\$0.00	\$8,000.00
97	12922420008	Ronald W Jungbauer	Colleen T Jungbauer	2587 Poplar Ave	North St. Paul, MN	55109-1638	2587 Poplar Ave	North St. Paul, MN	Residential	100	\$64	\$6,400.00	0	\$0	\$0.00	\$6,400.00
98	12922420073	David E Liukonen	Pauline M Liukonen	2579 Poplar Ave	North St. Paul, MN	55109-1638	2579 Poplar Ave	North St. Paul, MN	Residential	65	\$64	\$4,160.00	0	\$0	\$0.00	\$4,160.00
99	12922420072	Joyce W Germscheid		2571 Poplar Ave	North St. Paul, MN	55109-1638	2571 Poplar Ave	North St. Paul, MN	Residential	175	\$64	\$11,200.00	0	\$0	\$0.00	\$8,000.00
100	12922420005	Daniel Holley	Katherine Holley	2561 Poplar Ave N	North St. Paul, MN	55109-1638	2561 Poplar Ave	North St. Paul, MN	Residential	105	\$64	\$6,720.00	0	\$0	\$0.00	\$6,720.00
101	12922420084	Frederick T Gelbmann	Pamela K Gelbmann	2838 Lake Blvd	North St. Paul, MN	55109-1619	0 Lake Blvd	North St. Paul, MN	Residential	43.75	\$64	\$2,800.00	43.75	\$64	\$2,800.00	\$5,600.00
102	12922420083	Frederick T Gelbmann	Pamela K Gelbmann	2838 Lake Blvd	North St. Paul, MN	55109-1619	2838 Lake Blvd	North St. Paul, MN	Residential	105	\$64	\$6,720.00	0	\$0	\$0.00	\$6,720.00
103	12922420082	Arnold Fritsche	Carole Fritsche	2848 Lake Blvd	North St. Paul, MN	55125-9144	2848 Lake Blvd	North St. Paul, MN	Residential	94	\$64	\$6,016.00	0	\$0	\$0.00	\$6,016.00
104	12922420076	Robert T Bruton	R Diana Bruton	2856 Lake Blvd	North St. Paul, MN	55109-1619	2856 Lake Blvd	North St. Paul, MN	Residential	181	\$64	\$11,584.00	0	\$0	\$0.00	\$8,000.00
105	12922420077	Mark A Fenner Trustee	Joanne L Rukavina Trustee	2870 Lake Blvd	North St. Paul, MN	55109-1619	2870 Lake Blvd	North St. Paul, MN	Residential	141	\$64	\$9,024.00	0	\$0	\$0.00	\$8,000.00
106	12922420066	Karen Cournoyer Norgard		2880 Lake Blvd	North St. Paul, MN	55109-1619	2880 Lake Blvd	North St. Paul, MN	Residential	97	\$64	\$6,208.00	0	\$0	\$0.00	\$6,208.00
107	12922130023	Kenneth F Vick	Tina L Vick	2890 Lake Blvd	North St. Paul, MN	55109-1619	2890 Lake Blvd	North St. Paul, MN	Residential	80.65	\$64	\$5,161.60	0	\$0	\$0.00	\$5,161.60
108	12922130020	Allen D Pearson Trustee	Marilyn C Pearson Trustee	21616 N 153rd Dr	Sun City West, AZ	85375-6601	2904 Lake Blvd	North St. Paul, MN	Residential	113.6	\$64	\$7,270.40	0	\$0	\$0.00	\$7,270.40
109	12922130022	B Michael Manthel	Catherine E Manthel	2894 Lake Blvd	North St. Paul, MN	55109-1619	2894 Lake Blvd	North St. Paul, MN	Residential	83	\$64	\$5,312.00	0	\$0	\$0.00	\$5,312.00
110	12922130021	Jeffrey C Swan	Roxanne A Swan	2908 Lake Blvd	North St. Paul, MN	55109-1653	2908 Lake Blvd	North St. Paul, MN	Residential	121	\$64	\$7,744.00	0	\$0	\$0.00	\$7,744.00
111	12922130019	City Of North St Paul		2526 7th Ave E	North St. Paul, MN	55109-3003	2916 Lake Blvd	North St. Paul, MN	Park	0	\$0	\$0.00	0	\$0	\$0.00	\$0.00
112	12922130018	Paul Nichol	Bonnie Lembitz	2928 Lake Blvd	North St. Paul, MN	55109-1653	2928 Lake Blvd	North St. Paul, MN	Residential	176.3	\$64	\$11,283.20	0	\$0	\$0.00	\$8,000.00
113	12922130029	Paul J Swan	Barbara S Swan	2932 Lake Blvd	North St. Paul, MN	55109-1653	2932 Lake Blvd	North St. Paul, MN	Residential	331.4	\$64	\$21,209.60	0	\$0	\$0.00	\$8,000.00

Agenda Information Memorandum
North St. Paul City Council
October 2, 2018

FROM THE OFFICE OF THE CITY ENGINEER

Agenda placement: PUBLIC HEARINGS

Subject: 2018 PAVEMENT MANAGEMENT PROJECT – ASSESSMENT HEARING

To: Honorable Mayor and City Council

Background/Facts:

- Following the public hearing, the City Council ordered the public improvements included in the project in the project area at the July 17th, 2018 regular Council Meeting.
- Improvements for the project area include pavement reclamation of the street and spot replacement of concrete curb and gutter and concrete sidewalk.
- The proposed Project area is comprised of the following streets (see attached map)
 - 11th Avenue East from McKnight Road to 1st Street
 - Castle Avenue from 1st Street to Helen Street
 - 12th Avenue East from Helen Street to Margaret Street
 - Helen Street North from 12th Avenue East to 17th Avenue East
- The proposed project is anticipated to be funded, in part, by special assessments to benefitting properties, in accordance with the Assessment Policy.
- There are no assessments proposed for any utility improvements or reconstruction to occur as a part of this project.
- Assessments are proposed to be paid in equal annual installments over 15 years for single family residential property and over 7 years for commercial, institutional, and multi-family (five units and greater) beginning in January 2019 with an annual interest rate of 5.25% per annum. The assessment may be paid in whole with no interest charged if the entire assessment is paid within 30 days of the adoption of the assessment. Special assessment deferment, with interest, are available for property owners meeting qualifying criteria.
- Staff will present a brief overview and be present for questions.

Recommendation: To adopt a resolution adopting the attached assessment roll for the 2018 Pavement Management Project, City Project S.A.D, 18-02.

ATTACHMENTS

Map

Resolution Adopting Assessment

Assessment Roll

Respectfully submitted,

/s/ MD by mm

Morgan Dawley
City Engineer

APPROVED FOR AGENDA ENCLOSURE:

/s/ CW by mm

Dr. Craig Waldron
City Manager

CITY OF NORTH ST. PAUL

RESOLUTION NO. 2018-XXX

**A RESOLUTION CERTIFYING SPECIAL ASSESSMENTS
FOR THE 2018 PAVEMENT MANAGEMENT PROJECT
S.A.D. 18-02**

WHEREAS, pursuant to proper notice duly given as required by law, the North St. Paul City Council (“Council”) has met, heard and passed upon all objections to the assessment for 2018 Street and Utility Improvements Project; and,

WHEREAS, the 2018 Pavement Management Project (“Project”) location is: 11th Avenue East from McKnight Road to 1st Street, Castle Avenue from 1st Street to Helen Street, and 12th Avenue East from Helen Street to Margaret Street, and Helen Street North from 12th Avenue East to 17th Avenue East; and,

WHEREAS, the Project improvement shall include pavement reclamation of the street and spot replacement of concrete curb and gutter and concrete sidewalk, pursuant to Minnesota Statutes, Sections 429.011 to 429.111; and,

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH ST. PAUL, MINNESOTA:

1. Such assessments, a copy of which is attached hereto and made a part hereof, is hereby accepted and shall constitute the special assessment against the lands named therein, and each tract of land therein included is hereby found to be benefited by the proposed improvement in the amount of the assessment levied against it.
2. For single family residential properties and multi-family (four units or less) such assessments shall be payable in equal annual installments extending over a period of 15 years, the first of the installments to be payable on or before the first Monday in January 2019, and shall bear interest at the rate of 5.25% per annum from the date of the adoption of this assessment resolution. For commercial, institutional, and multi-family (five units and greater) such assessments shall be payable in equal annual installments extending over a period of 7 years, the first of the installments to be payable on or before the first Monday in January 2019, and shall bear interest at the rate of 5.25% per annum from the date of the adoption of this assessment resolution. To the first installment shall be added interest on the entire assessment from October 3, 2018 until December 31, 2018. To each subsequent installment, when due, shall be added interest for one (1) year on all unpaid installments.
3. The owner of any property so assessed may, at any time prior to certification of the assessment to the county auditor, pay the whole of the assessment on such property, with interest accrued to the date of payment, to the city treasurer, except that no interest shall be charged if the entire assessment is paid within 38 days from the adoption of this resolution; and he/she may, at any time thereafter, pay to the city treasurer the entire amount of the assessment remaining unpaid,

with interest accrued to December 31 of the year in which such payment is made. Such payment must be made before November 15 or interest will be charged through December 31 of the next succeeding year.

4. The City Manager shall forthwith transmit a certified duplicate of this assessment to the County Auditor to be extended on the property tax lists of the county. Such assessments shall be collected and paid over in the same manner as other municipal taxes.

ADOPTED this 2nd day of October, 2018.

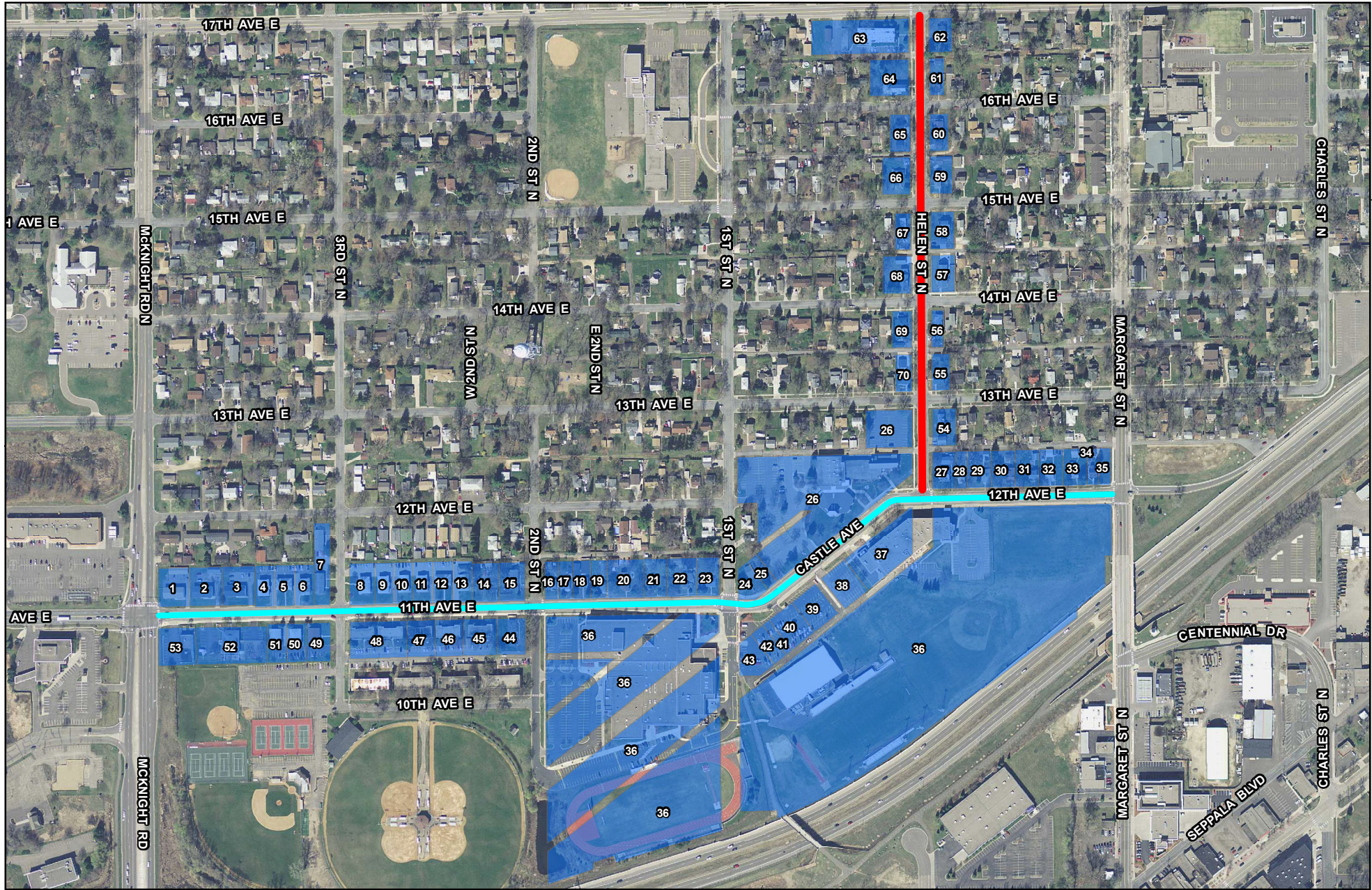
Motion by Council Member
Second by Council Member

Voting:	Aye:	Council Member
		Council Member
		Council Member
		Council Member
		Mayor
	Nay:	None
	Abstain:	None
	Absent:	None

Michael R. Kuehn, Mayor

Attest:

Dr. Craig Waldron, City Manager

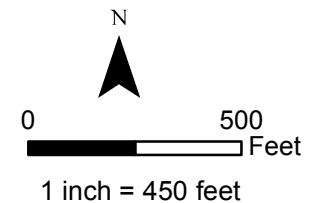


**NORTH
ST. PAUL**
extraordinary.

Assessment Map

2018 Pavement Management Project
North St. Paul, MN

- Phase 1
- Phase 2
- Assessed Parcels



CITY OF NORTH ST. PAUL
2018 PAVEMENT MANAGEMENT PROJECT - S.A.D.
PRELIMINARY ASSESSMENT ROLL

Updated:
WSB Project No.: 011720-000
City Project No.: SAD

North St Paul Assessments:
Single-Family Roadway Reclamation (Per foot) \$35.00
Church/School (Per foot) \$35.00
Commercial/Industrial/Multi-Family Reclaim (Per foot) \$52.50

MAP ID	PID	FEE OWNER TAX NAME 1	FEE OWNER TAX NAME 2	FEE OWNER ADDRESS	CITY	STATE	ZIP CODE	PROPERTY ADDRESS	CITY/STATE	USE DESCRIPTION	FRONT FOOTAGE				SIDE FOOTAGE				PROPOSED TOTAL ASSESSMENT
											ACTUAL FOOTAGE	ASSESSED FOOTAGE	ASSESSMENT RATE	ASSESSMENT	ACTUAL FOOTAGE	ASSESSED FOOTAGE	ASSESSMENT RATE	ASSESSMENT	
1	122922230091	B & E Real Estate Llc		2009 W Broadway Ave Ste 400	Forest Lake	MN	55025	2269 11th Ave E	North Saint Paul	MULTI-FAMILY	112.56	112.56	\$52.50	\$5,909.40	0.00	0.00	\$52.50	\$0.00	\$5,909.40
2	122922230046	Infinity Financial LLC		301 4th St S Ste 765	Minneapolis	MN	55415	2281 11th Ave E	North Saint Paul	MULTI-FAMILY	100.00	100.00	\$52.50	\$5,250.00	0.00	0.00	\$52.50	\$0.00	\$5,250.00
3	122922230045	Kellermann, Michael R	Kim M Kellermann	2289 11th Ave E	North St Paul	MN	55109	2289 11th Ave E Unit 1	North Saint Paul	MULTI-FAMILY	120.00	120.00	\$52.50	\$6,300.00	0.00	0.00	\$52.50	\$0.00	\$6,300.00
4	122922230044	N Village Manor Apt Lmt'd Prtn	Sage Company	1107 Hazeltine Blvd Unit 200	Chaska	MN	55318	2297 11th Ave E	North Saint Paul	MULTI-FAMILY	65.00	65.00	\$52.50	\$3,412.50	0.00	0.00	\$52.50	\$0.00	\$3,412.50
5	122922230043	N Village Manor Apt Lmt'd Prtn	Sage Company	1107 Hazeltine Blvd Unit 200	Chaska	MN	55318	2303 11th Ave E	North Saint Paul	MULTI-FAMILY	70.00	70.00	\$52.50	\$3,675.00	0.00	0.00	\$52.50	\$0.00	\$3,675.00
6	122922230042	N Village Manor Apt Lmt'd Prtn	Sage Company	1107 Hazeltine Blvd Unit 200	Chaska	MN	55318	2309 11th Ave E	North Saint Paul	MULTI-FAMILY	65.00	65.00	\$52.50	\$3,412.50	0.00	0.00	\$52.50	\$0.00	\$3,412.50
7	122922230041	N Village Manor Apt Lmt'd Prtn	Sage Company	1107 Hazeltine Blvd Unit 200	Chaska	MN	55318	2485 3rd St N	North Saint Paul	MULTI-FAMILY	52.55	52.55	\$52.50	\$2,758.88	0.00	0.00	\$52.50	\$0.00	\$2,758.88
8	122922230066	N Village Manor Apt Lmt'd Prtn	Sage Company	1107 Hazeltine Blvd Unit 200	Chaska	MN	55318	2327 11th Ave E	North Saint Paul	MULTI-FAMILY	84.22	84.22	\$52.50	\$4,421.55	0.00	0.00	\$52.50	\$0.00	\$4,421.55
9	122922230065	N Village Manor Apt Lmt'd Prtn	Sage Company	1107 Hazeltine Blvd Unit 200	Chaska	MN	55318	2333 11th Ave E	North Saint Paul	MULTI-FAMILY	65.00	65.00	\$52.50	\$3,412.50	0.00	0.00	\$52.50	\$0.00	\$3,412.50
10	122922230064	N Village Manor Apt Lmt'd Prtn	Sage Company	1107 Hazeltine Blvd Unit 200	Chaska	MN	55318	2339 11th Ave E	North Saint Paul	MULTI-FAMILY	65.00	65.00	\$52.50	\$3,412.50	0.00	0.00	\$52.50	\$0.00	\$3,412.50
11	122922230063	N Village Manor Apt Lmt'd Prtn	Sage Company	1107 Hazeltine Blvd Unit 200	Chaska	MN	55318	2345 11th Ave E	North Saint Paul	MULTI-FAMILY	65.00	65.00	\$52.50	\$3,412.50	0.00	0.00	\$52.50	\$0.00	\$3,412.50
12	122922230062	N Village Manor Apt Lmt'd Prtn	Sage Company	1107 Hazeltine Blvd Unit 200	Chaska	MN	55318	2351 11th Ave E	North Saint Paul	MULTI-FAMILY	70.00	70.00	\$52.50	\$3,675.00	0.00	0.00	\$52.50	\$0.00	\$3,675.00
13	122922230061	N Village Manor Apt Lmt'd Prtn	Sage Company	1107 Hazeltine Blvd Unit 200	Chaska	MN	55318	2357 11th Ave E	North Saint Paul	MULTI-FAMILY	65.00	65.00	\$52.50	\$3,412.50	0.00	0.00	\$52.50	\$0.00	\$3,412.50
14	122922230086	Williams, Randolph F	Cheryl L Williams	2369 11th Ave E	North St Paul	MN	55109	2369 11th Ave E	North Saint Paul	RESIDENTIAL	89.00	89.00	\$35.00	\$3,115.00	0.00	0.00	\$35.00	\$0.00	\$3,115.00
15	122922230085	Saum, Andrew	Tonya M Saum	2477 2nd St N	North St Paul	MN	55109	2477 2nd St N	North Saint Paul	RESIDENTIAL	94.22	47.11	\$35.00	\$1,648.85	0.00	0.00	\$35.00	\$0.00	\$1,648.85
16	122922240039	Meyers, Richard F		2385 11th Ave E	North St Paul	MN	55109	2385 11th Ave E	North Saint Paul	RESIDENTIAL	47.11	23.56	\$35.00	\$824.60	0.00	0.00	\$35.00	\$0.00	\$824.60
17	122922240038	Gina D Soggiorno		2389 11th Ave E	North St Paul	mn	55109	2389 11th Ave E	North Saint Paul	RESIDENTIAL	47.11	47.11	\$35.00	\$1,648.85	0.00	0.00	\$35.00	\$0.00	\$1,648.85
18	122922240037	Grk Properties Llc		8279 9th St N	Oakdale	MN	55128	2393 11th Ave E	North Saint Paul	RESIDENTIAL	60.00	60.00	\$35.00	\$2,100.00	0.00	0.00	\$35.00	\$0.00	\$2,100.00
19	122922240036	Stransky, Carol L	Kelly L Stransky	426 Swift Cir	Hudson	WI	54016	2397 11th Ave E	North Saint Paul	RESIDENTIAL	60.00	60.00	\$35.00	\$2,100.00	0.00	0.00	\$35.00	\$0.00	\$2,100.00
20	122922240035	Sinn, George R	Patricia L Sinn	2411 11th Ave E	North St Paul	MN	55109	2411 11th Ave E	North Saint Paul	RESIDENTIAL	120.00	120.00	\$35.00	\$4,200.00	0.00	0.00	\$35.00	\$0.00	\$4,200.00
21	122922240034	Palmer, T L		2419 11th Ave E	North St Paul	MN	55109	2419 11th Ave E	North Saint Paul	RESIDENTIAL	80.00	80.00	\$35.00	\$2,800.00	0.00	0.00	\$35.00	\$0.00	\$2,800.00
22	122922240033	Ballestrazze, Jessica	Thad Ballestrazze	2425 11th Ave E	North St Paul	MN	55109	2425 11th Ave E	North Saint Paul	RESIDENTIAL	100.00	100.00	\$35.00	\$3,500.00	0.00	0.00	\$35.00	\$0.00	\$3,500.00
23	122922240032	Weiss, Curt	Lori Bauer	2433 11th Ave E	North St Paul	MN	55109	2433 11th Ave E	North Saint Paul	RESIDENTIAL	74.22	37.11	\$35.00	\$1,298.85	0.00	0.00	\$35.00	\$0.00	\$1,298.85
24	122922240040	St Marks Evangelical Lutheran	Church Of North St Paul Mn	2459 Castle Ave E	North St Paul	MN	55109	2499 Helen St N	North Saint Paul	CHURCH	113.00	113.00	\$35.00	\$3,955.00	0.00	0.00	\$35.00	\$0.00	\$3,955.00
25	122922240041	St Marks Evangelical Lutheran	Church Of North St Paul Mn	2499 Helen St N	North St Paul	MN	55109	2459 Castle Ave E	North Saint Paul	CHURCH	40.00	40.00	\$35.00	\$1,400.00	0.00	0.00	\$35.00	\$0.00	\$1,400.00
26	122922240096	St Marks Evangelical Lutheran		2499 Helen St N	North St Paul	MN	55109	2499 Helen St N	North Saint Paul	CHURCH	580.00	580.00	\$35.00	\$20,300.00	197.00	197.00	\$35.00	\$6,895.00	\$27,195.00
27	122922130035	Mcdonald, Thomas C	Dianne M Mcdonald	2505 12th Ave E	North St Paul	MN	55109	2505 12th Ave E	North Saint Paul	RESIDENTIAL	81.54	40.77	\$35.00	\$1,426.95	125.00	62.50	\$35.00	\$4,375.00	\$5,801.95
28	122922130034	George D Doughy Trustees	Sandra J Doughy Trustees	2511 12th Ave	North St Paul	MN	55109	2511 12th Ave E	North Saint Paul	RESIDENTIAL	40.00	40.00	\$35.00	\$1,400.00	0.00	0.00	\$35.00	\$0.00	\$1,400.00
29	122922130033	Kelley, Mark		2521 12th Ave E	North St Paul	MN	55109	2521 12th Ave E	North Saint Paul	RESIDENTIAL	80.00	80.00	\$35.00	\$2,800.00	0.00	0.00	\$35.00	\$0.00	\$2,800.00
30	122922130032	Hanna, Lesley W		2525 12 Ave E	North St Paul	MN	55109	2525 12th Ave E	North Saint Paul	RESIDENTIAL	80.00	80.00	\$35.00	\$2,800.00	0.00	0.00	\$35.00	\$0.00	\$2,800.00
31	122922130031	Berglund, Samantha	0	2533 12th Ave E	North St Paul	MN	55109	2533 12th Ave E	North Saint Paul	RESIDENTIAL	80.00	80.00	\$35.00	\$2,800.00	0.00	0.00	\$35.00	\$0.00	\$2,800.00
32	122922130030	Krannich, William E	Kristian Tschida	2539 12th Ave E	North St Paul	MN	55109	2539 12th Ave E	North Saint Paul	RESIDENTIAL	80.00	80.00	\$35.00	\$2,800.00	0.00	0.00	\$35.00	\$0.00	\$2,800.00
33	122922130029	Munson, Susan E		2549 12th Ave E	North St Paul	MN	55109	2549 12th Ave E	North Saint Paul	RESIDENTIAL	80.00	80.00	\$35.00	\$2,800.00	0.00	0.00	\$35.00	\$0.00	\$2,800.00
34	122922130028	John R Mann Trustee	Barbara J Mann Trustee	4801 Highway 61 Ste 100	White Bear Lake	MN	55110	2553 12th Ave E	North Saint Paul	RESIDENTIAL	40.00	40.00	\$35.00	\$1,400.00	0.00	0.00	\$35.00	\$0.00	\$1,400.00
35	122922130090	City Of North St Paul		2400 Margaret St	North St Paul	MN	55109	2557 12th Ave E	North Saint Paul	CITY	41.44	0.00	\$35.00	\$0.00	0.00	0.00	\$35.00	\$0.00	\$0.00
36	122922240051	Ind School Dist No 622		2520 12th Ave E	North St Paul	MN	55109	0 Castle Ave E	North Saint Paul	SCHOOL	1158.36	1158.36	\$35.00	\$40,542.60	0.00	0.00	\$35.00	\$0.00	\$40,542.60
37	122922240052	Ind School Dist No 622		2520 12th Ave E	North St Paul	MN	55109	0 Castle Ave E	North Saint Paul	SCHOOL	292.00	292.00	\$35.00	\$10,220.00	0.00	0.00	\$35.00	\$0.00	\$10,220.00
38	122922240053	Ind School Dist No 622		2520 12th Ave E	North St Paul	MN	55109	0 Castle Ave E	North Saint Paul	SCHOOL	100.00	100.00	\$35.00	\$3,500.00	0.00	0.00	\$35.00	\$0.00	\$3,500.00
39	122922240049	Ind School Dist No 622		2520 12th Ave E	North St Paul	MN	55109	0 Castle Ave E	North Saint Paul	SCHOOL	100.00	100.00	\$35.00	\$3,500.00	0.00	0.00	\$35.00	\$0.00	\$3,500.00
40	122922240050	Ind School Dist No 622		2520 12th Ave E	North St Paul	MN	55109	0 Castle Ave E	North Saint Paul	SCHOOL	100.00	100.00	\$35.00	\$3,500.00	0.00	0.00	\$35.00	\$0.00	\$3,500.00
41	122922240054	Ind School Dist No 622		2520 12th Ave E	North St Paul	MN	55109	0 Castle Ave E	North Saint Paul	SCHOOL									

Agenda Information Memorandum
North St. Paul City Council
October 2, 2018

FROM THE OFFICE OF THE CITY ENGINEER

Agenda placement: CITY BUSINESS ACTION ITEMS & RECOMMENDATIONS

Subject: 2018 Pavement Management Project (City Project No. S.A.D. 18-02, S.A.P. 151-255-006 / S.A.P. 152-262-002) – Receive Bids and Award Contract

To: Honorable Mayor and City Council

Background/Facts:

- On June 19, 2018, the City Council authorized the preparation of plans and specifications for the 2018 Pavement Management Project (City Project No. S.A.D. 18-02, S.A.P. 151-255-006 / S.A.P. 152-262-002).
- Improvements for the project area include street pavement reclamation, spot concrete curb and gutter replacement, sidewalks, utility casting adjustment, and other appurtenant work, pursuant to Minnesota Statutes, Sections 429.011 to 429.111.
- The proposed project area is comprised of the following streets (see attached map):
 - Helen Street North from 12th Avenue East to 17th Avenue East (Ramsey County Road C)
 - 11th Avenue East from McKnight Road to 1st Street
 - Castle Avenue from 1st Street to Helen Street
 - 12th Avenue East from Helen Street to Margaret Street
- The attached letter of recommendation and bid tabulation summary indicates the recommended low bidder as North Valley, Inc. of Nowthen, MN, with a total bid amount of \$338,091.44 for Alternate 1 (Helen Street – 2018).
- For the 2019 improvements to 11th/Castle/12th Avenue, the schedule for which is coordinated with High School programming with the school district, it is recommended that this be rebid in January 2019 to see if better pricing can be received by bidding contractors at that time.
- If awarded by Council, staff's anticipated schedule for the Helen Street project improvements includes a tentative earliest possible construction start in mid October 2018 within seven days of contractor receipt of Notice to Proceed, and a specified substantial completion date of November 30, 2018. Some minor restoration and punchlist items are expected to be completed in 2019 prior to contract closeout.

Recommendation: It is recommended the City Council accept the bids received and award by resolution a construction contract for Alternate 1 only (Helen Street – 2018) for the 2018 Pavement Management Project (City Project No. S.A.D. 18-02, S.A.P. 151-255-006 / S.A.P. 152-262-002). The improvements included on 11th Avenue, Castle Avenue, and 12th Avenue are recommended to be re-bid in January 2019.

Attachments:

Map

Resolution Accepting Bids and Awarding Contract

Letter of Recommendation

Certified Bid Tabulation Summary

Respectfully submitted,

APPROVED FOR AGENDA ENCLOSURE:

Morgan Dawley, PE
City Engineer

Dr. Craig Waldron
City Manager



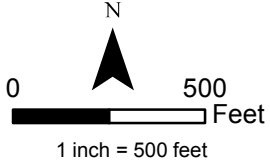
Project Location

2018 Pavement Improvement

North St. Paul, MN

Legend

 Project Location



CITY OF NORTH ST. PAUL

RESOLUTION NO. 2018-XXX

**RESOLUTION ACCEPTING BIDS AND
AWARDING A CONSTRUCTION CONTRACT FOR THE
2018 PAVEMENT MANAGEMENT PROJECT
CITY PROJECT NO. S.A.D. 18-02, S.A.P. 151-255-006 / S.A.P. 152-262-002**

WHEREAS, pursuant to an advertisement for bids for City Project No. S.A.D. 18-02, S.A.P. 151-255-006 / S.A.P. 152-262-002, the improvement of Helen Street North from 12th Avenue East to 17th Avenue East (Ramsey County Road C), 11th Avenue East from McKnight Road to 1st Street, Castle Avenue from 1st Street to Helen Street, and 12th Avenue East from Helen Street to Margaret Street, bids were received, opened, and tabulated according to the law, and the following bids were received complying with the advertisement:

CONTRACTOR	ALTERNATE 1 Helen Street (2018)	ALTERNATE 2 Helen Street (2019)	ALTERNATE 3 11th Ave – Castle Ave – 12th Ave (2019)
Hardrives, Inc.	No Bid Submitted	\$424,314.74	\$1,226,945.20
North Valley, Inc.	\$338,091.44	\$346,259.10	\$1,052,075.31
T.A. Schifsky & Sons, Inc.	\$346,493.60	\$341,664.90	\$991,668.70
Bituminous Roadways, Inc.	\$426,378.10	\$409,176.10	\$1,115,137.15
Valley Paving, Inc.	\$408,748.80	\$411,577.20	\$1,131,007.65
Park Construction Company	\$491,119.31	\$404,695.31	\$1,124,379.16

AND WHEREAS, it appears that North Valley, Inc. of Nowthen, MN is the lowest responsible bidder based on the recommended basis of award consisting of Alternate 1,

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH ST. PAUL, MINNESOTA:

1. The Mayor and City Manager are hereby authorized and directed to enter into a construction contract for the 2018 Pavement Management Project (City Project No. S.A.D. 18-02, S.A.P. 151-255-006 / S.A.P. 152-262-002 with North Valley, Inc. of Nowthen, MN in the name of the City of North St. Paul for Alternate 1 which includes the 2018 improvement of Helen Street North from 12th Avenue East to 17th Avenue East (Ramsey County Road C) according to the plans and specifications therefor approved by the City Council and on file in the office of the City Clerk.
2. The City Clerk is hereby authorized and directed to return forthwith to all bidders the deposits made with their bids, except that the deposits of the successful bidder and the next two lowest bidders shall be retained until a contract has been signed.

ADOPTED this 2nd day of October, 2018.

Motion by Council Member
Second by Council Member

Voting:	Aye:	Council Member
		Council Member
		Council Member
		Council Member
		Mayor
	Nay:	None
	Abstain:	None
	Absent:	None

Michael R. Kuehn, Mayor

Attest:

Dr. Craig Waldron, City Manager



September 26, 2018

Honorable Mayor and City Council
City of North St. Paul
2400 Margaret Street North
North St. Paul, MN 55109

Re: 2018 Pavement Management Project
City Project No. S.A.D. 18-02
S.A.P. 151-255-006 / S.A.P. 152-262-002
City of North St. Paul, MN
WSB Project No. R-011720-000

Dear Mayor and Council Members:

Bids were received for the above-referenced project on Tuesday, September 25, 2018, and were opened and read aloud. Six bids were received. The bids were checked for mathematical accuracy and tabulated. The project was bid with the following three alternates:

- Alternate 1: Helen Street (2018 Construction)
- Alternate 2: Helen Street (2019 Construction)
- Alternate 3: 11th Ave – Castle Ave – 12th Ave (2019 Construction)

A summary of the bids received is attached. After reviewing the bids, the recommended basis of award is Alternate 1 only as it is below the Engineer's Estimate. The improvements included on 11th Avenue, Castle Avenue, and 12th Avenue are recommended to be re-bid in January 2019. The attached Bid Tabulation Summary indicates North Valley, Inc., Nowthen, Minnesota, as the lowest responsible bidder with an Alternate 1 bid amount of \$338,091.44.

We recommend that the City Council consider these bids and award a contract for Alternate 1 in the amount of \$338,091.44 to North Valley, Inc. based on the results of the bids received.

If you have any questions, please contact me at (763) 512-5243.

Sincerely,

WSB & Associates, Inc.

Brad A. Reifsteck, PE
Sr. Project Manager

Enclosure

cc: Dr. Craig Waldron, City of North St. Paul
Mary Mills, City of North St. Paul
Nick Fleischhacker, City of North St. Paul
Morgan Dawley, WSB & Associates, Inc.

srb

BID TABULATION SUMMARY

PROJECT: 2018 Pavement Management Project (C.P. No. S.A.D. 18-02, S.A.P. 151-255-006 / S.A.P. 152-262-002)

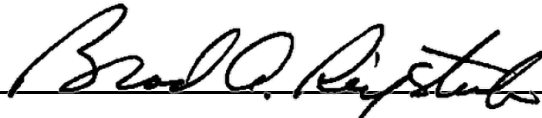
OWNER: City of North St. Paul, MN

WSB PROJECT NO.: R-011720-000

BIDS OPENED: Tuesday, September 25, 2018, at 1:00 p.m. Local Time

Contractor		Bid Bond (5%)	Add. No. 1 Rec'd	<u>Alternate 1</u> Helen Street (2018)	<u>Alternate 2</u> Helen Street (2019)	<u>Alternate 3</u> 11th Ave - Castle Ave - 12th Ave (2019)	<u>Alternate 1 Plus</u> <u>Alternate 3</u>	<u>Alternate 2 Plus</u> <u>Alternate 3</u>
1	Hardrives, Inc.	X	X	No Bid Submitted	\$424,314.74	\$1,226,945.20	No Alternate 1 Bid Submitted	\$1,651,259.94
2	North Valley, Inc.	X	X	\$338,091.44	\$346,259.10	\$1,052,075.31	\$1,390,166.75	\$1,398,334.41
3	T.A. Schifsky & Sons, Inc.	X	X	\$346,493.60	\$341,664.90	\$991,668.70	\$1,338,162.30	\$1,333,333.60
4	Bituminous Roadways, Inc.	X	X	\$426,378.10	\$409,176.10	\$1,115,137.15	\$1,541,515.25	\$1,524,313.25
5	Valley Paving, Inc.	X	X	\$408,748.80	\$411,577.20	\$1,131,007.65	\$1,539,756.45	\$1,542,584.85
6	Park Construction Company	X	X	\$491,119.31	\$404,695.31	\$1,124,379.16	\$1,615,498.47	\$1,529,074.47
Engineer's Opinion of Probable Cost				\$383,906.50	\$383,906.50	\$909,850.50	\$1,293,757.00	\$1,293,757.00

I hereby certify that this is a true and correct tabulation of the bids as received on September 25, 2018.


 Brad A. Reifsteck, PE, Project Manager

Denotes corrected figure