**CITY OF NORTH ST. PAUL**
**CITY COUNCIL**
**REGULAR MEETING AGENDA**
**SEPTEMBER 1, 2020**
**6:30 PM**

The City of North St. Paul is moving all of its public meetings online effective August 4, 2020. The move to online meeting access via Zoom ensures compliance with the Governor's Emergency Executive Order and face covering mandate while providing our City Council members, staff and residents with safe and comfortable access to public meetings. Access information and links to meetings are available at northstpaul.org. This change to online meeting access will remain in effect until further notice. (Stat. 13D.02 subd. 4)

The **September 1st Zoom meeting can be accessed HERE or via:**
**https://wsbeng.zoom.us/ (from a PC, Mac, tablet, iPhone or Android device)**
**Meeting ID: 992 0651 9334**
**Password: 648191**
**or by phone at 1-929-205-6099, meeting ID 992 0651 9334, password 648191.**

The City Council Zoom meeting will be 'open to the public' to listen in, but will be muted from contributing at all times with the exception of a Public Hearing and open to the public forum.

**Please join the meeting early to test your audio and video settings. If you join via a device and your audio is not working, you may need to use the dial-in phone number option in order to be heard.**

## I. CALL TO ORDER

## II. PLEDGE OF ALLEGIANCE

## III. ROLL CALL

Council Member Thorsen
Council Member Petersen
Council Member Walczak
Council Member Sonnek
Mayor Furlong

## IV. ADOPT AGENDA

## V. PRESENTATIONS

Good Neighbor Award – Rachel Thompson

## VI. CONSENT AGENDA

A. August 18, 2020 workshop meeting minutes.
B. August 18, 2020 regular meeting minutes.
C. August 18, 2020 HRA meeting minutes.

D. General accounts payable: $1,133,676.39.
E. HRA accounts payable: $63,173.22.

**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**

**IX. CITY BUSINESS ACTION ITEMS & RECOMMENDATIONS**

A. Adoption of Affordable and Life-Cycle Housing Goals

**X. REPORTS OF CITY MANAGER & DEPARTMENTS**

**XI. REPORTS OF COUNCIL, COMMISSIONS & COMMITTEES**

**XII. GENERAL BUSINESS**

**XIII. CLOSED SESSION**

A. There are no closed sessions.

**XIV. ADJOURNMENT**

**The next regularly scheduled City Council meeting is Tuesday, September 15, 2020 at 6:30 p.m.**

**City of North Saint Paul**
**August 18, 2020**
**Proposed City Council Workshop Meeting Minutes**

## I. CALL TO ORDER

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

## II. ROLL CALL

Present: Council Member Scott Thorsen
Council Member Candy Petersen
Council Member Tom Sonnek
Council Member Jan Walczak
Mayor Terry Furlong

Staff: City Manager Scott Duddeck, Deputy Clerk Mary Mills, incoming Deputy Clerk Jennie Kloos, Fire Chief Jason Mallinger, Police Chief Tom Lauth, Electric Director Brian Frandle, Public Works Director Nick Fleischhacker, Public Works Superintendent Ron Ritchie, Finance Director Jason Zimmerman, Communications Consultant Kari Erpenbach, Community and Administrative Services Director Debra Gustafson, Accountant Kyle Stasica, Community Services Administrative Assistant Olivia Boerschinger, City Engineer Morgan Dawley, City Attorney Soren Mattick.

## III. ADOPT AGENDA

***On motion by Council Member Walczak, seconded by Council Member Sonnek, with all present voting aye (5-0), agenda was adopted as amended.***

## IV. TOPIC(S)

A. Morgan Dawley – update on Bruggeman project at Delaware and 17th Avenue.

City Engineer Dawley provided an update to Council regarding the project at Delaware and 17th Avenue. He stated that he could not propose a conditional approval of the project at this time. Today is the deadline of the extension that was granted in May. Mr. Bruggeman has not requested an extension, and the required items for review and completion were submitted just today. There is no time to adequately review those submissions. Dawley will be presenting this at the city council meeting. He will provide Council with all the options at that time.

B. Erin Perdu –Livable Communities Act (LCA) Grant Opportunities and Next Steps

City Planner Erin Perdu stated that City staff have been discussing potential opportunities to match up Livable Communities Act grant funding with housing initiatives in the City. Erin provided some additional information on matching up City priorities and potential LCA funding from the Metropolitan Council. Based on conversations with City staff and Met Council staff, she presented an analysis of which funding opportunities were available.

Life-Cycle Housing Goals

For the City to be eligible to apply for any LCDA funding grants the City must elect to participate in the Local Housing Incentives program and adopt the Life Cycle Housing goals established for North St. Paul by the Metropolitan Council. Goal ranges for units are established for both "affordable" housing and "lifecycle" housing. The Met Council has established cost limits for affordable rental and owned housing units, and that schedule is part of the packet.

Next Steps

For the City to become eligible to apply for Livable Communities funding in 2021, there are a few steps that must be taken now:

1. Adopt the Life Cycle Housing Goals established by the Met Council (or negotiate new ones). This must be completed by November 15, 2020.
2. Adopt a Fair Housing Policy. To participate in any Livable Communities Act funding, the City must adopt a Fair Housing Policy. Staff has drafted a policy that meets the requirements.
3. Establish a Housing Action Plan. Staff will receive more information about this from the Met Council later this year. It must be adopted by the end of June 2021.

C. Continued Budget discussion.

Finance Director Jason Zimmerman presented the Council with scenarios related to a 0% levy increase and an under or around 5% levy increase. This year there have been significant decreases in revenue, an increase in lost tax appeals, and there are still many unknowns related to the CARES Act funding allowances. Local Government Aid has been reduced, and there will be increases in expenditures for Ramsey County dispatching and Ramsey County Elections. There may be a need to implement staff restructuring.

Council Member Sonnek noted that in order to balance the budget there will be services lost and as a result a loss of some jobs. However, he has concerns that by removing some positions that puts extra burden on the City Manager.

Manager Duddeck stated that these cuts would be across the organization. The City runs very lean as it is. A top priority for Duddeck is to maintain the maintenance overlay projects. Field personnel need to be maintained. These cuts will need to be very strategic.

The City needs to make cuts in services and continue to operate. Council Member Sonnek indicated that this not an all or nothing situation. There is a balance to be found. This discussion is just a starting point. We can set the levy increase at a higher rate for the preliminary approval. That can then be reduced if necessary, just not increased.

Mayor Furlong directed staff to review all options and return at the next meeting with some firm information. Although some council members want to hold to a 0%, others feel that there needs to be more of a balance and he would like to see other options.

## V. OTHER BUSINESS

There was no other business.

## VI. ADJOURNMENT

***There being no further business, on motion by Council Member Sonnek, seconded by Council Member Petersen, with all present voting aye (5-0), Mayor Furlong adjourned the workshop meeting at 6:24 p.m.***

____________________________
Terrence J. Furlong, Mayor

Attest:

______________________________________
Scott A. Duddeck, City Manager/Clerk

**City of North Saint Paul**
**August 18, 2020**
**Proposed Regular City Council Meeting Minutes**

## I. CALL TO ORDER

Mayor Furlong called the meeting to order at 6:30 p.m. The meeting was conducted via Zoom.

## II. THE PLEDGE OF ALLEGIANCE

All present recited the Pledge of Allegiance.

## III. ROLL CALL

| | |
|---|---|
| Present: | Council Member Thorsen<br>Council Member Petersen<br>Council Member Walczak<br>Council Member Sonnek<br>Mayor Furlong |
| Staff: | City Manager Scott Duddeck, City Engineer Morgan Dawley, WSB Planning Consultant Ryan Krzos, Finance Director Jason Zimmerman, City Attorney Soren Mattick, Deputy Clerk Mary Mills, incoming Deputy Clerk Jennie Kloos, Communications Consultant Kari Erpenbach. |

## IV. ADOPT AGENDA

***On motion by Council Member Walczak, seconded by Council Member Petersen, with all present voting aye (5-0), motion carried to approve the agenda as submitted.***

## V. PRESENTATIONS

Welcome to Deputy Clerk Jennie Kloos

City Manager Scott Duddeck introduced Jennie Kloos, the new Deputy Clerk, replacing retiring Deputy Clerk Mary Mills. He added Ms. Kloos began working for the City of North St. Paul yesterday. He welcomed Ms. Kloos, adding he is happy to have her as part of City Staff. He invited her to introduce herself to the City Council.

Ms. Kloos stated she is from the City of Wells, Minnesota, where she worked as City Clerk for 12 years. She added she is looking forward to working with City Staff and the City Council.

Mayor Furlong welcomed Ms. Kloos, and added he looks forward to working with her.

Mary Mills Retirement Announcement

Mayor Furlong stated this will be Deputy Clerk Mary Mills' last full City Council meeting. After almost 24 years of service, Ms. Mills announced her retirement from the City of North St. Paul. Ms. Mills joined City Staff as Police Clerk in 1996, after working in various law enforcement positions for 20 years, in Minnesota and California. Ms. Mills moved up the ranks with promotions to Police Secretary, Council Secretary, Probationary Deputy Clerk and finally, permanent Deputy Clerk in 2003.

Through her commitment to service and profession, Ms. Mills was involved with many organizations including Minnesota Organization of Administrative Professionals; Minnesota Clerks and Finance Officers Association; and the International Institute of Municipal Clerks. Mary received Minnesota Municipal Clerk certification after attending 3 years of training at Minnesota Clerks Institute. Ms. Mills began training for the City's Human Resources responsibility in 2013.

Public Service is clearly part of Mary's DNA. Her father was the first Clerk for the City of Lind, Minnesota in 1953. Her brother Doug was a Lieutenant in the Aurora, Colorado Fire Department, and a hazmat team leader who entered the apartment of the Aurora theatre shooter. Her brother Rich is a retired Police Officer who survived a shooting and was able to identify the culprit and see him incarcerated. Her sister Susan, a sister in the St. Joseph's community, was most noted for her work as an AIDS hospice nurse and the founding of a battered women's hermitage.

Ms. Mills has accomplished many things in her career with North St. Paul, including her attendance at approximately 450 City Council meetings and countless workshops, while working for 3 Mayors and 5 City Managers.

Ms. Mills looks forward to enjoying retirement with her husband of over 42 years, John, as well as her two adult children and grandchild. Her last day in the office will be August 21, 2020. Ms. Mills has offered to help out on a part-time basis for an additional month.

Mayor Furlong thanked Ms. Mills on behalf of the City of North St. Paul and wished her continued success and happiness in her upcoming retirement.

Mr. Duddeck expressed his thanks and congratulations to Ms. Mills.

Ms. Mills thanked Mayor Furlong and the City Council for the kind words and recognition.

Mayor Furlong presented Ms. Mills with a plaque that reads:

> "In recognition of 24 years of dedicated service to the City of North St. Paul, Minnesota. You have admirably and unselfishly served the citizens and businesses of our community with full commitment to your responsibilities. We honor you and thank you for your years of extraordinary public service to our great community. On behalf of the Mayor, City Council, City Staff, and the citizens of North St. Paul, thank you for a job well done."

Ms. Mills thanked the Mayor and City Council. She added she has had a lot of support over the years, and has been so grateful for the position, that she was able to grow and make the position what it should be for the City, and she is leaving it in very capable hands.

## VI. APPROVAL OF CONSENT AGENDA

Council Members Walczak and Thorsen requested to remove Item I (CARES Act Funding) from the Consent Agenda and place it under City Business.

***On motion by Council Member Sonnek, seconded by Council Member Petersen, with all present voting aye (5-0), motion carried to approve the consent agenda, Resolution No. 2020-087 consisting of:***

A. August 4, 2020 workshop meeting minutes.
B. August 4, 2020 workshop meeting minutes.
C. August 11, 2020 budget workshop minutes.
D. General accounts payable: $2,326,125.39.
E. HRA accounts payable: $26,343.22.
F. Application from Maplewood Moose Lodge #963 for a Charitable Gambling Permit to conduct off-site lawful gambling at Sidewinder's, 2573 7th Avenue, North St. Paul. Resolution No. 2020-088.
G. Application/Request from American Legion Post #39, North St. Paul, for a temporary extension of their on-sale liquor license to include a portion of their parking lot. Resolution No. 2020-089.
H. Application for a Temporary On-Sale Liquor License AND an Application for a Charitable Gambling for Exempt Permit for the Church of St. Peter, North St. Paul. Resolution No. 2020-090.
I. CARES Act Funding – **moved to City Business**

## VII. MEETING OPEN TO PUBLIC

*John Schmahl*, 2750 Chisholm Avenue, stated he saw a sign recently on 17th Avenue indicating that there will be construction on Margaret Street near his neighborhood. He added this is not mentioned on the website. He noted website only has an announcement about construction on Margaret Street from 7th Avenue to 4th Avenue.

Mr. Duddeck stated detour is related to an Xcel Energy temporary gas main replacement project. He added information on that detour that can be added to the website, so residents are aware of it.

Mr. Schmahl expressed concern that he has not able to obtain paper copies of documents related to the upcoming budget process. Mr. Duddeck agreed to forward PDF copies of documents to Mr. Schmahl.

Mr. Schmahl requested an update on the installation of a video camera on top of Polar Lounge.

Mr. Duddeck stated the video camera has been installed, and it is expected that a live video feed will be available on the City website in the next few days. He noted it will be fascinating to watch the progress of construction in the downtown area.

## VIII. PUBLIC HEARINGS

There were no scheduled hearings.

## IX. CITY BUSINESS ACTION ITEMS & RECOMMENDATIONS

A. Preliminary/Final Plat and Preliminary/Final PUD for 2329 17th Avenue E

Ryan Krzos, WSB Consultant, reviewed requests for the "Delaware Place" project, a 2.5-acre parcel with frontage on 17th Avenue and Delaware Avenue. The site is zoned R2 and is surrounded by detached single-family residences that are zoned R1. The 2040 Comprehensive Plan guides this area for medium-density residential with 5.5-12 units per acre. The proposal is for 12 attached single-family building sites and 2 outlots: Outlot A would be a private road, and Outlot B would be public open space.

Mr. Krzos stated the lots in the PUD are deficient in size to accommodate medium density requirements. He added without the dedication of stormwater management and an access drive in the PUD, larger lots would be a requirement. He noted individual home sites would have usable open space that exceeds the 500 square-foot requirement, as most sites would have 1200 square feet of open space.

Mr. Krzos stated City Staff and the Planning Commission recommend a public access facility that would provide access to utilities and open space along the rear lots on 17th Avenue. He added this access route would need to be screened with fencing and landscaping. He noted the minimum number of trees would need to be provided as noted in the proposed landscaping plan, although a few plantings would be within the drainage and utility easement and would need to be relocated.

Mr. Krzos stated a sidewalk connection is recommended from the 17th Avenue sidewalk to the private driveway. He added signage or pavement markings would be required which would identify public open space and access. He noted proposed parking would comply with Ordinance minimums, with 2 parking spaces per dwelling unit, and visitor and bicycle parking available in driveways or garages.

Mr. Krzos stated the building elevations would have typical residential style architecture with pitched roofs and gabled dormers. The elevations facing 17th Avenue would have the appearance of a front entrance. The two clusters of attached units on the north side of the property, facing Delaware Avenue, would be single-story units.

Mr. Krzos stated this application was reviewed by the Planning Commission at a Special Meeting scheduled on Thursday, August 13, 2020. He added the application still has the same engineering considerations and conditions of approval as previous applications. He noted this version has the fewest number of units, so it is a different configuration, with public open space in the northeast corner of the parcel, a paved trail for maintenance and sewer access, and pedestrian access to the public open space.

Mr. Krzos stated a storm sewer management basin with connections to the sewer system on 17th Avenue is proposed, which will include dedication of right of way to Ramsey County. He added the right of way dedication stipulates that 17th Avenue must be the same width as the rest of the corridor. He noted any final comments or questions on this issue from Ramsey County would need to be addressed.

City Engineer Morgan Dawley stated the Staff Report includes Engineering conditions, which remain the same from previous versions of this development. He added several revisions were requested as a result of the Planning Commission's review, and these revisions were received this morning, which was not enough time for City Staff to review them thoroughly. He noted he received stormwater calculations at 5:30 p.m., prior to this meeting.

Mr. Dawley stated, with the late submission of some of the revisions, he does not have the necessary information for him to review and provide recommendations regarding whether the revisions were adequately addressed. He added the City Council may have the option to consider Conditional Approval.

Council Member Thorsen asked why there is a requirement for bike parking. He added maybe it is because that is required at apartments, which are also allowed in the R2 Zone, but it seems odd in this project. Mr. Krzos stated City Code specifies a flat 10% capacity for bicycle parking for all uses, and does not differentiate between townhouses, apartments, and commercial uses.

Council Member Thorsen stated this request was reviewed briefly by the City Council at a recent workshop, and also by the Planning Commission last week. He added City Staff has not had sufficient time to go through everything they received today. He noted there was not an extension request in the documentation that was received from the applicant. He asked whether the applicant has any comments.

Paul Bruggeman, the applicant, stated the development started out as a 21-unit development, which was reduced to 18 units with the support of the Planning Commission and City Council. He added a full submittal of the entire site was denied, and a new concept plan developed, and an extension was granted in April 2020. He noted Covid-19 set him back, and maybe he took a step back too much, because he did not know what was going to happen. He noted that he and his team are trying to get ready to move forward with construction in the fall.

Mr. Bruggeman requested conditional approval subject to City Staff acceptance of the pond drainage issue and trail alignment, which can be done at staff level. He added he would like to keep things going as there is a lot of momentum.

Mr. Bruggeman stated he has spoken with drainage and utility contractors, one of whom, S.R. Weidema Construction, is willing and able to complete drainage and utilities.

The applicant's engineer stated Weidema has indicated they would like to take soil borings to provide an estimate to the general contractor. She added plans and drainage reports were submitted today, and she feels good about the design. She noted it would be a shame if this did not go forward as Mr. Bruggeman has put a lot of time, energy and money into getting this approved.

Mr. Mattick cautioned against the option of conditional approval for the development as there are too many unknown factors and conditions that have not been finalized to give this to City Staff. He added his recommendation would be to extend the timeline and bring the application back to the City Council when the applicant is ready. He noted he would not support finalizing this case with conditions if City Staff and others are not comfortable with what has been submitted.

Mr. Dawley agreed, specifically from engineering standpoint. He added, there are still too many unknowns in this case.

Council Member Sonnek stated the Economic Development Authority expressed support for Mr. Bruggeman's original proposal, but the Planning Commission did not like it, although they did not know that the EDA had already reviewed the plans and given them some level of approval.

He noted there is a need for the EDA to be in better communications with the Planning Commission, when projects come forward.

Council Member Sonnek stated he agrees that the pandemic has been challenging for developers. He added it is problematic for City Staff to receive information at the last minute. He noted the Planning Commission was generally in favor of the development and excited about the plan, the design of the units, and the overall use of the parcel. He noted there was a lengthy discussion about Outlot b, which will go back to the City to be used as a public space or pocket park, and the developer is open to adding signage there.

Council Member Sonnek stated he understands that it is difficult to consider approval when there are many unmet conditions. He added he would be willing to look at an additional extension, given the circumstances.

Council Member Thorsen stated he agrees that an additional extension is appropriate given the history of the project, and EDA's original response to the development. He added the developer went from 22 units, to 18 units, and arrived at 12 units after input from the Planning Commission and residents. He noted if all that is holding up approval is getting the details earlier so that City Staff would have time to review them, another 30-day extension is appropriate.

Mr. Bruggeman stated he would be agreeable to a 30-day extension. He asked if the developer's agreement can also move forward. Mr. Duddeck confirmed this, as he knows Mr. Bruggeman wants to get started in the fall. He added the extension will be to September 15, 2020, which is the City Council's 2nd meeting in September. He noted that would be the extension deadline.

Mr. Bruggeman stated he would like to try to get this completed by the City Council's first September 2020 meeting. He added plans and drainage reports have been submitted and require review by City Staff. Mr. Duddeck confirmed the first meeting in September would be appropriate.

Mr. Mattick stressed the importance of giving City Staff time to react to the information that was submitted today. He added this can go on the first September meeting agenda, but the extension deadline should still be September 15, 2020.

Mr. Bruggeman stated he is concerned that he will not be able to start in the fall due to circumstances out of his control. He asked whether the Mayor or City Council have any other questions or changes to be addressed tonight.

Mayor Furlong stated the plans have been approved by the Planning Commission. He added it has been a long process, and the developer had stated that he could have been more proactive on moving this forward, and now the City Council is forced to make a last-minute decision to accommodate the developer based on circumstances.

Mr. Mattick requested that Mr. Bruggeman confirm to the City Manager that he concurs with the extension of the review for planning approvals to September 15, 2020. Mr. Bruggeman stated he is sending an email to Mr. Duddeck right now.

Council Member Thorsen requested that a formal letter be signed and submitted by Mr. Bruggeman for the record. Mr. Bruggeman agreed.

Mr. Mattick stated he would recommend that this item be tabled with direction to City Staff to bring it back as early as possible but no later than September 15, 2020.

Mr. Dawley stated Mr. Bruggeman requested input from the City Council regarding any changes they would like to see. He added, for the record, making engineering requirements to bring components of a project up to City standards should not be considered "changes". He added, in any case, it is his expectation that his review will be ready for September 1, 2020 or September 15, 2020. He noted he will not bring something prematurely to the City Council.

Mr. Bruggeman agreed, adding what he meant to ask was if the City Council had questions or concerns.

Council Member Walczak asked whether all 15 conditions will have to be met by September 15, 2020.

Mr. Mattick stated City Staff will work to bring as complete an application as possible to the City Council for review. He added, if this is approved, it will move forward like any other project.

Council Member Petersen stated she believes the City Council is offering Mr. Bruggeman a good opportunity. She added she hopes that the City Council will review a complete application that has approval from City Staff. She noted the City Council will act on the advice of the City Engineer and the City Attorney.

***On motion by Council Member Sonnek, seconded by Council Member Thorsen, with all present voting aye (5-0), motion carried to table Preliminary/Final Plat and Preliminary/Final PUD for 2329 17th Avenue E to September 15th, 2020.***

B. Development Agreement - Trident - Anchor North Apartments

Mr. Duddeck introduced Roger Fink of Trident Development. He added Mr. Fink developed the Polar Ridge Senior Living and is well-known in North St. Paul. He added Mr. Fink is seeking approval of a development agreement for the proposed Anchor North apartments.

Roger Fink stated Trident Development has received support from the City to proceed with an apartment development in the Anchor Block development district. He added a 4-story structure with 128 apartments is proposed, with support from the City through Tax Increment Financing, offering 20% of the units as affordable housing. He noted the property will have many amenities, open space, covered parking, and extensive landscaping. Construction plans have been approved, pending payment of permit fees.

Mr. Fink stated tonight's agreement is a combination of purchase agreement, developer agreement and TIF agreement. He added his company, City Staff and both legal counsels have reached a consensus on all provisions of the agreement and are very happy with the outcome and look forward to proceeding with the project, with City Council approval.

Mr. Duddeck stated City Staff and the developer have worked together for countless hours to have a successful development. He added the property was sold for $1,280,000, with TIF funding up to $2.4 million for the project, and minimum assessment with Ramsey County for the site. He noted final approval of this agreement will fully develop the Anchor North site.

***On motion by Council Member Thorsen, seconded by Council Member Sonnek, with all present voting aye (5-0), motion carried to adopt <u>Resolution No. 2020-092</u> approving a contract for private development and providing the form, terms, finance and direction for the issuance of a tax increment revenue note for Anchor View.***

Mr. Fink thanked City Staff and the City Council for their support. He added it is hoped that the development will have an opening date one year from now.

Council Member Thorsen thanked Mr. Fink for investing in North St. Paul once again.

C. <u>CARES Act Funding</u>

Mayor Furlong stated Council Member Walczak requested that this item be pulled from the Consent Agenda for further review. Mr. Duddeck stated Finance Director Jason Zimmerman would address this item.

Mr. Zimmerman stated the City received $916,000 in CARES Act funding, or $75.34 per North St. Paul resident. He added the City is required to declare expenditures toward this grant funding, and this Resolution allocates the full amount for Public Safety expenditures. He noted City Staff has brought this Resolution forward to obtain formal City Council approval for documentation purposes.

Council Member Walczak stated the City Council had discussed a number of different opportunities that this money could be used for. She asked why all the funding will go to Public Safety. She asked whether the money has to be spent by November 15, 2020.

Mr. Zimmerman stated City Staff will document expenditures under one uniform approval for audit and administrative purposes. He added the City Council can decide whether the funding is to be used for additional expenditures. He noted the funding must be spent by November 15, 2020 or remitted to a hospital in Ramsey County.

Mr. Zimmerman stated the funding will roll into the General Fund and could be transferred out for other spending. He added the funding is being allocated to Public Safety because all such expenses are eligible.

Mr. Duddeck stated the money will be added to the General Fund and allocated to and spent on items that are already in the budget. He added this simplifies the process, as funding approved by the City Council would come out of the General Fund.

Council Member Thorsen stated the CARES Act funding is supposed to be spent on Covid-19 related affected areas. He added charitable organizations are eligible, and one example is the Rotary Club. He noted they were forced to cancel their annual fundraiser which brings in approximately $35,000, and it would be great to support them. He noted, for CARES funding, documentation will need to be provided for all expenditures, and hopefully the City Council can discuss potential expenditures at the next budget meeting.

Mr. Duddeck stated CARES Act funding cannot be distributed to businesses or organizations that have already received Covid-related funding from Ramsey County or the State of Minnesota. He added there are only 3 local businesses that have applied for Ramsey County funds, and there is still money available until August 21, 2020. He encouraged local businesses to apply for County funding.

***On motion by Council Member Walczak, seconded by Council Member Sonnek, with all present voting aye (5-0), motion carried to adopt <u>Resolution No. 2020-091</u> approving allocation of CARES Act Funding.***

## X. REPORTS OF CITY MANAGER AND DEPARTMENTS

Mr. Duddeck thanked the City Council for their support in the City's development projects. He added the Anchor North apartments is the last of the three development agreements on the Anchor site. He added development in the downtown area continues, with the Uptown Commons redevelopment on the old City Hall site. Sanitary sewer has been rerouted, and Public Works are working on the water main on Margaret Street for businesses as they approach $7^{th}$ Avenue.

Mr. Duddeck stated, as mentioned earlier, a video camera has been installed on rooftop of Polar Lounge to provide video feed of the downtown redevelopment area. He thanked Polar Lounge for allowing the camera to be placed on their roof for the next 1.5 years.

Mr. Duddeck stated City Staff are working to provide a safe pedestrian crossing in the downtown area, and some fencing for safety precautions. He apologized to residents for all the construction, detours and delays. He added Communications Coordinator Kari Erpenbach has been updating the website and reaching out to local businesses to provide information and support.

Mr. Duddeck stated the parking lot surface will be recycled and reused, as a portable crusher will be brought in to crush concrete and asphalt to a recycled base that can be used on the site.

Ms. Erpenbach stated emails are being used to reach residents and businesses, to provide project updates and information. She added weekly updates are being sent out to businesses, as well as an all-City news and events update. She noted residents have responded positively to frequent updates with links and access to information. She noted City Staff were able to use Ramsey County grant funding to get info out to residents.

Mr. Duddeck stated road reconstruction on the west end of town at $7^{th}$ Avenue is going well. He added $2^{nd}$ Street was paved on Friday prior to heavy rainfall. He thanked Schifsky's for their hard work on that project.

## XI. REPORTS OF COUNCIL, COMMISSIONS & COMMITTEES

Council Member Petersen stated the Metro Cities Municipal Revenues Committee held a policy meeting earlier that day to discuss Local Government Aid (LGA). She added LGA is currently stable, but there are no guarantees.

Council Member Thorsen stated the EDA met recently via Zoom and will go back to quarterly in-person meetings. He added the EDA discussed initiating a "Welcome to North St. Paul" packet that could be distributed to new residents, as there will be many new residents at new developments, like the new M&I townhomes, and Uptown Commons, which will have 128 units.

Council Member Thorsen stated the EDA can assist with getting information on City services, utility billing, points of contact, newsletters, and other items to new residents and new businesses. He added the EDA is working with City Staff to put the welcome packets together quickly. He stressed the importance of being mindful of privacy.

## XII. GENERAL BUSINESS

Council Member Walczak stated she attended the Home for Veteran's dedication and Veteran's Park 5th anniversary celebration on Saturday August 11, 2020. She added it was a touching ceremony put on by the veterans, and she was glad to be there.

Council Member Petersen stated she went by Silver Lake yesterday and saw a pickle ball league, with many participants. She added it was very organized, and it was exciting to see people out playing pickle ball.

Council Member Petersen stated she has been pleased to see all the interest in the local City Council election. She wished good luck to the Council Members. She added it is good that local government is still viable.

Council Member Thorsen stated the American Legion Free Car Show will be held Sunday, August 23, 2020 from 12:00 – 4:00 p.m. She added there is no restriction on vehicle age.

Mayor Furlong stated he also attended the Veteran's Park 5th Anniversary celebration, which was a very humbling experience. He added veterans representing all branches of the Armed Forces were in attendance, and veterans from every war from World War II to present.

## 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 Petersen, with all present voting aye (5-0), Mayor Furlong adjourned the meeting at 8:10 p.m.***

__________________________________
Terrence J. Furlong, Mayor

Attest: ____________________________________
Scott A. Duddeck, City Manager

**Housing and Redevelopment Authority**
**August 18, 2020**
**Proposed Regular Meeting Minutes**

## I. CALL TO ORDER

Chair Furlong called the meeting to order at 8:14 p.m.

## II. ROLL CALL

Present: Chair Terry Furlong, Commission Members Scott Thorsen, Candy Petersen, Jan Walczak, Tom Sonnek and Executive Director Scott Duddeck.

Staff: Mary Mills.

## III. HRA ACTION ITEMS & RECOMMENDATIONS

A. Approval of the Joint Powers Agreement between the City and Northeast Intermediate School District 916 CTC to continue the student home projects for the 2020-2021 school year at 2487 19th Avenue

The HRA owns a property slated for a student built home project at 2487 19th Avenue. The City has acquired title to certain property located at 2487 19th Ave. East, North St. Paul.

CTC desires to construct a single family residence on the premises to provide on-the-job home building and remodeling experience to its students.

The student built home program is ongoing between the City and ISD 916 and Century College.

**Member Walczak moved and Member Sonnek seconded, to approve the Joint Powers Agreement between the City and Northeast Intermediate School District 916 to continue the student home project program for the 2020-2021 school year at 2487 19th Avenue. Motion passed 5-0.**

B. House plan concept for 2487 19th Avenue

Mr. Duddeck presented the plan concepts for review. More detailed construction drawings and an expense report will be presented at the next HRA meeting. Member Thorsen indicated that he likes the plans. This a more downsized house from previous houses and is more in line with the median size homes. It will be more affordable.

Mr. Duddeck noted that there was some electric utility work to be completed. He thanked the Electric Department for their work with moving poles located in both the back and front of the property.

Member Walczak inquired about the progress of the current house that was put on hold due to COVID. Duddeck indicated that a contractor had come in and he and the Instructor from the school worked jointly to complete the work.

Duddeck stated that 916 and St. Paul College are working on a plan to come back together to incorporate construction and the trades.

**Member Thorsen moved and Member Sonnek seconded, to approve the concept drawings for 2487 19th Avenue. Motion passed 5-0.**

## IV. ADJOURNMENT

**Member Sonnek moved and Member Walczak seconded to adjourn. Motion passed 5-0. Meeting adjourned at 8:32 p.m.**

Next regular meeting: To be scheduled as needed.

________________________________
Terrence J. Furlong, Chair

Attest: ________________________________
Scott A. Duddeck, Executive Director

NORTH ST.PAUL
*extraordinary.*

# MEMORANDUM

| | |
|---|---|
| TO: | Mayor & Council Members |
| FROM: | Jacquelyn Lutmer - Accounting Technician |
| DATE: | September 1, 2020 |
| SUBJECT: | Recommendation of approval of GENERAL claims list. |

| Claim Date | | | | | |
|---|---|---|---|---|---|
| 8/28/2020 | Payroll Register DD | | | $123,724.76 | |
| 8/28/2020 | Payroll Direct Payables | | | $109,239.89 | |
| 8/28/2020 | Fire Payroll Register DD | | | $11,687.29 | |
| 8/28/2020 | Fire Payroll Direct Payables | | | $4,372.21 | |
| 8/26/2020 | Payroll Direct Payables | 136741 | | $950.80 | |
| | | Payroll Subtotal | | $249,974.95 | |
| 8/21/2020 | Early Release A/P Packet | 136699-136737 | $ | 160,165.80 | Pre-Approved by S. Duddeck |
| 8/21/2020 | Early Release Drafts | 000826-000827 | $ | 102,524.13 | Pre-Approved by S. Duddeck |
| 9/2/2020 | A/P Checks | 136742-136799 | $ | 619,321.88 | |
| 9/2/2020 | Drafts | 000837 | $ | 1,689.63 | |
| | | AP Subtotal | $ | 883,701.44 | |
| | | Grand Total | $ | 1,133,676.39 | |

Approved this 1st day of September, 2020

/s/ Terrence J. Furlong, Mayor by Consent Resolution
/s/ Scott A. Duddeck, City Manager/Clerk by Consent Resolution

*** REGISTER TOTALS ***

| | | |
|---|---|---|
| REGULAR CHECKS: | | |
| DIRECT DEPOSIT REGULAR CHECKS: | 75 | 123,724.76 |
| MANUAL CHECKS: | | |
| PRINTED MANUAL CHECKS: | | |
| DIRECT DEPOSIT MANUAL CHECKS: | | |
| VOIDED CHECKS: | | |
| NON CHECKS: | | |
| | | -------------- |
| TOTAL CHECKS: | 75 | 123,724.76 |

*** NO ERRORS FOUND ***

** END OF REPORT **

PACKET: 04619 8/28/20 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 202008256117 | FEDERAL WITHHOLDING | D | 8/28/2020 | | 17,845.38 | 000829 | |
| | I-T3 202008256117 | FICA TAXES | D | 8/28/2020 | | 16,178.26 | 000829 | |
| | I-T4 202008256117 | MEDICARE TAXES | D | 8/28/2020 | | 5,679.66 | 000829 | 39,703.30 |
| H08033 | | H S A BANK | | | | | | |
| | I-444202008256117 | HSA ACCOUNT | D | 8/28/2020 | | 6,637.50 | 000830 | 6,637.50 |
| I09137 | | I C M A DISTRIBUTION CENTER | | | | | | |
| | I-2 202008256117 | EMP/EMPR DEFERRED COMP | D | 8/28/2020 | | 10,718.83 | 000831 | |
| | I-21 202008256117 | EMP/EMPR DEFERRED COMP | D | 8/28/2020 | | 3,472.76 | 000831 | |
| | I-26 202008256117 | LOAN PAYMENTS TO ICMA | D | 8/28/2020 | | 1,116.59 | 000831 | |
| | I-2CM202008256117 | CITY MGR 9% DEFERRED COMP | D | 8/28/2020 | | 638.19 | 000831 | |
| | I-2IR202008256117 | EMP/EMPR DEFERRED COM | D | 8/28/2020 | | 1,390.00 | 000831 | 17,336.37 |
| M12900 | | MNEFTS | | | | | | |
| | I-T2 202008256117 | MN Income Tax WH | D | 8/28/2020 | | 7,994.12 | 000832 | 7,994.12 |
| M13320 | | MN STATE RETIREMENT SYSTEM | | | | | | |
| | I-12 202008256117 | POST DEDUCTIONS | D | 8/28/2020 | | 1,000.00 | 000833 | 1,000.00 |
| P16470 | | P E R A | | | | | | |
| | I-91 202008256117 | 6634-00 REG PERA | D | 8/28/2020 | | 17,081.37 | 000834 | |
| | I-92 202008256117 | 6634-00 PERA PD | D | 8/28/2020 | | 19,347.21 | 000834 | |
| | I-94 202008256117 | 6634-00 PERA DCP ELECTED | D | 8/28/2020 | | 140.02 | 000834 | 36,568.60 |

| * * 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: | 6 | 0.00 | 109,239.89 | 109,239.89 |
| 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: | 6 | 0.00 | 109,239.89 | 109,239.89 |

*** REGISTER TOTALS ***

| | | |
|---|---|---|
| REGULAR CHECKS: | | |
| DIRECT DEPOSIT REGULAR CHECKS: | 27 | 11,687.29 |
| MANUAL CHECKS: | | |
| PRINTED MANUAL CHECKS: | | |
| DIRECT DEPOSIT MANUAL CHECKS: | | |
| VOIDED CHECKS: | | |
| NON CHECKS: | 1 | |
| | | -------------- |
| TOTAL CHECKS: | 27 | 11,687.29 |

*** NO ERRORS FOUND ***

** END OF REPORT **

PACKET: 04620 8/28/20 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 202008266119 | FEDERAL WITHHOLDING | D | 8/28/2020 | | 1,689.30 | 000835 | |
| | I-T3 202008266119 | FICA TAXES | D | 8/28/2020 | | 1,849.90 | 000835 | |
| | I-T4 202008266119 | MEDICARE TAXES | D | 8/28/2020 | | 432.60 | 000835 | 3,971.80 |
| M12900 | | MNEFTS | | | | | | |
| | I-T2 202008266119 | MN Income Tax WH | D | 8/28/2020 | | 400.41 | 000836 | 400.41 |

| ** BANK TOTALS ** | 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 | 4,372.21 | 4,372.21 |
| 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 | 4,372.21 | 4,372.21 |

PACKET: 04618 8/28/20 PAYROLL - 8

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 |
|---|---|---|---|---|---|---|---|---|
| L12385 | | LOCAL UNION #160 | | | | | | |
| | I-11 202008116080 | UNION DUES | R | 8/26/2020 | | 475.40 | 136741 | |
| | | | | | | | CHECK DATE < ITEM DATE | |
| | I-11 202008256117 | UNION DUES | R | 8/26/2020 | | 475.40 | 136741 | 950.80 |

| ** BANK TOTALS ** | NO# | DISCOUNTS | CHECK AMT | TOTAL APPLIED |
|---|---|---|---|---|
| REGULAR CHECKS: | 1 | 0.00 | 950.80 | 950.80 |
| 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 | 950.80 | 950.80 |

NORTH
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# MEMORANDUM

| | |
|---|---|
| TO: | Mayor & Council Members |
| FROM: | Jacquelyn Lutmer - Accounting Technician |
| DATE: | August 21, 2020 |
| SUBJECT: | Recommendation of approval of GENERAL claims list Early Release. |

| Claim Date | | | | |
|---|---|---|---|---|
| 8/21/2020 | A/P Checks | 136699-136737 | $ | 160,165.80 |
| 8/21/2020 | Drafts | 000826-000827 | $ | 102,524.13 |
| | | AP Subtotal | $ | 262,689.93 |
| | | Grand Total | $ | 262,689.93 |

Approved this 21st day of August, 2020

Scott A. Duddeck

City Manager

PACKET: 04613 Regular Payments

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 | DAVID KOTTMANN | | | | | | | |
| | I-202008196093 | DAVID KOTTMANN: | R | 8/21/2020 | | 500.00CR | 136699 | 500.00 |
| 1 | RICHARD ANDERSON | | | | | | | |
| | I-202008206094 | RICHARD ANDERSON: | R | 8/21/2020 | | 200.00CR | 136700 | 200.00 |
| A01034 | ADVANCED GRAPHIX INC | | | | | | | |
| | I-204720 | HAND SANITIZER DECALS | R | 8/21/2020 | | 42.50CR | 136701 | 42.50 |
| A01310 | ASPEN MILLS | | | | | | | |
| | I-259923 | NSP FIRE DEPT BADGE PATCHES | R | 8/21/2020 | | 496.00CR | 136702 | 496.00 |
| C03002 | CAMPBELL KNUTSON PA | | | | | | | |
| | I-2076-0000G-146 | JUL ADMIN/GENERAL MATTERS | R | 8/21/2020 | | 7,565.26CR | 136703 | |
| | I-2076-0044G-33 | JUN TITLE REGISTRATION BLOCK21 | R | 8/21/2020 | | 63.00CR | 136703 | |
| | I-2076-0044G-34 | JUL TITLE REGISTRATION BLOCK21 | R | 8/21/2020 | | 30.00CR | 136703 | |
| | I-2076-0078G-8 | JUN IP4 AF ST PAUL PRIVATE DEV | R | 8/21/2020 | | 5,610.00CR | 136703 | |
| | I-2076-0078G-9 | JUL IP4 AF ST PAUL PRIVATE DEV | R | 8/21/2020 | | 409.50CR | 136703 | |
| | I-2076-0079G-8 | JUN TRIDENT DEV PRIVATE DEV | R | 8/21/2020 | | 214.50CR | 136703 | |
| | I-2076-0079G-9 | JUL TRIDENT DEV PRIVATE DEV | R | 8/21/2020 | | 841.50CR | 136703 | |
| | I-2076-0081G-7 | JUN LAKE PT HOLDING PURCH AGR | R | 8/21/2020 | | 51.00CR | 136703 | |
| | I-2076-0083G-3 | JUN 5TH & 7TH AVE ROW/ALLEY VA | R | 8/21/2020 | | 423.80CR | 136703 | |
| | I-2076-0083G-4 | JUL 5TH & 7TH AVE ROW/ALLEY VA | R | 8/21/2020 | | 84.40CR | 136703 | |
| | I-2076-0088G-1 | JUN WINDOW WORLD | R | 8/21/2020 | | 259.60CR | 136703 | |
| | I-2076-0089G-1 | JUN KWIK TRIP CONTRACT PRI DEV | R | 8/21/2020 | | 891.00CR | 136703 | |
| | I-2076-0089G-2 | JUL KWIK TRIP CONTRACT PRI DEV | R | 8/21/2020 | | 1,215.00CR | 136703 | 17,658.56 |
| *VOID* | VOID CHECK | | V | 8/21/2020 | | | 136704 | **VOID** |
| C03055 | CEMSTONE PRODUCTS CO INC | | | | | | | |
| | I-C2222811 | CONCRETE | R | 8/21/2020 | | 1,099.50CR | 136705 | 1,099.50 |
| C03066 | CINTAS | | | | | | | |
| | I-4058887129 | UNIFORM SERVICES | R | 8/21/2020 | | 74.52CR | 136706 | 74.52 |
| D04085 | DIRKS BROS LLC | | | | | | | |
| | I-07272013736 | SHOP TOOLS | R | 8/21/2020 | | 62.25CR | 136707 | 62.25 |
| E05125 | EMERGENCY APPARATUS MTN | | | | | | | |
| | I-113100 | ENGINE 520 REPAIRS | R | 8/21/2020 | | 2,934.11CR | 136708 | |
| | I-113373 | ENGINE 520 REPAIRS | R | 8/21/2020 | | 531.03CR | 136708 | 3,465.14 |

PACKET: 04613 Regular Payments
VENDOR SET: 01 **** CHECK LISTING ****
BANK : AP PREMIER BANK

| VENDOR | NAME / I.D. | DESC | CHECK TYPE | CHECK DATE | DISCOUNT | AMOUNT | CHECK NO# | CHECK AMOUNT |
|---|---|---|---|---|---|---|---|---|
| E05126 | EMERGENCY AUTOMOTIVE TECHNOLOGIES INC | | | | | | | |
| | I-SVC28265 | 2107 REPAIRS & MAINTENANCE | R | 8/21/2020 | | 685.00CR | 136709 | 685.00 |
| F06001 | FACTORY MOTOR PARTS CO | | | | | | | |
| | I-19-846077 | 801 BATTERY | R | 8/21/2020 | | 151.25CR | 136710 | 151.25 |
| H08127 | HILLCREST BRAKE & ALIGN | | | | | | | |
| | I-2843 | R&M VEHICLES SQUAD #2125 | R | 8/21/2020 | | 271.17CR | 136711 | |
| | I-2879 | R&M VEHICLES SQUAD #2127 | R | 8/21/2020 | | 290.40CR | 136711 | |
| | I-2955 | R&M VEHICLES SQUAD #2124 | R | 8/21/2020 | | 1,244.98CR | 136711 | 1,806.55 |
| H08165 | HOME DEPOT | | | | | | | |
| | I-2010019 | BUILDING MAINTENANCE SUPPLIES | R | 8/21/2020 | | 154.81CR | 136712 | |
| | I-2010707 | CASEY PK BUILIDING SUPPLIES | R | 8/21/2020 | | 118.36CR | 136712 | |
| | I-4062271 | SAFETY STAPLES | R | 8/21/2020 | | 10.76CR | 136712 | |
| | I-5013273 | CASEY PK BLDG SUPPLIES | R | 8/21/2020 | | 53.34CR | 136712 | |
| | I-7011488 | PAINT | R | 8/21/2020 | | 15.95CR | 136712 | |
| | I-8094118 | CIVIL UNREST SUPPLIES | R | 8/21/2020 | | 635.38CR | 136712 | 988.60 |
| I09045 | IMPACT | | | | | | | |
| | I-148681 | AUG MNTHLY BILL INSERT MAILING | R | 8/21/2020 | | 4,805.92CR | 136713 | 4,805.92 |
| L12445 | LISA SENOPOLE | | | | | | | |
| | I-202008186091 | JUL MTG FILMING & DESIGN SERV | R | 8/21/2020 | | 250.00CR | 136714 | 250.00 |
| L12451 | L T G POWER EQUIPMENT | | | | | | | |
| | I-250774 | 620 SWITCH | R | 8/21/2020 | | 39.71CR | 136715 | |
| | I-250800 | 620 HARNESS | R | 8/21/2020 | | 24.40CR | 136715 | |
| | I-250822 | 620 DAMPER | R | 8/21/2020 | | 131.14CR | 136715 | 195.25 |
| M13110 | MENARDS-OAKDALE | | | | | | | |
| | I-6028 | SUPPLIES FOR POSTAL OFFICE | R | 8/21/2020 | | 110.21CR | 136716 | |
| | I-6113 | CHEST FREEZER FOR FOOD SHELF | R | 8/21/2020 | | 259.00CR | 136716 | 369.21 |
| M13192 | MN BENEFIT ASSOC | | | | | | | |
| | I-2020-0102904 | SEPT 2020 LIFE INS COVERAGE | R | 8/21/2020 | | 71.17CR | 136717 | 71.17 |
| M13232 | MN DEPT OF LABOR & INDUSTRY | | | | | | | |
| | I-ALR0107997X | ANNUAL ELEVATOR PERMIT | R | 8/21/2020 | | 100.00CR | 136718 | 100.00 |
| M13247 | MN POLLUTION CONTROL AGENCY | | | | | | | |
| | I-10000108998 | ANCHOR BLOCK PBP REIMBURSEMENT | R | 8/21/2020 | | 125.00CR | 136719 | |
| | I-10000109067 | ANCHOR BLOCK VIC REIMBURSEMENT | R | 8/21/2020 | | 500.00CR | 136719 | |
| | I-10000109483 | 7TH & MARGARET PBP REIMBURSEME | R | 8/21/2020 | | 125.00CR | 136719 | |
| | I-10000109584 | 7TH & MARGARET VIC REIMBURSEME | R | 8/21/2020 | | 250.00CR | 136719 | |
| | I-10000110133 | 7TH/MARGARET VIC REIMBURSMNTS | R | 8/21/2020 | | 937.50CR | 136719 | 1,937.50 |

PACKET: 04613 Regular Payments

VENDOR SET: 01 **** CHECK LISTING ****

BANK : AP PREMIER BANK

| VENDOR | NAME / I.D. | DESC | CHECK TYPE | CHECK DATE | DISCOUNT | AMOUNT | CHECK NO# | CHECK AMOUNT |
|---|---|---|---|---|---|---|---|---|
| N14168 | NORTHERN TOOL & EQUIPMENT | | | | | | | |
| | I-4132041628 | TRAYS FOR HOLDING PARTS | R | 8/21/2020 | | 13.96CR | 136720 | 13.96 |
| O15032 | ON-SITE SANITATION | | | | | | | |
| | I-0000976824 | ROTARY PARK RESTROOM | R | 8/21/2020 | | 130.00CR | 136721 | |
| | I-0000976825 | LEGION RESTROOM | R | 8/21/2020 | | 57.00CR | 136721 | |
| | I-0000976826 | SOUTHWOOD PARK RESTROOM | R | 8/21/2020 | | 57.00CR | 136721 | |
| | I-0000976827 | SILVER LAKE PARK RESTROOM | R | 8/21/2020 | | 57.00CR | 136721 | |
| | I-0000976829 | NORTHWOOD PARK RESTROOM | R | 8/21/2020 | | 57.00CR | 136721 | 358.00 |
| P16261 | PINE CREEK SERVICES | | | | | | | |
| | I-17272 | WINDOW WASHING CH & FIRE STAT | R | 8/21/2020 | | 200.00CR | 136722 | 200.00 |
| R18010 | RAMSEY COUNTY | | | | | | | |
| | I-EMCOM-008638 | JUL FLEET SUPPORT | R | 8/21/2020 | | 492.96CR | 136723 | |
| | I-EMCOM-008671 | JUL 911 DISPATCH SERVICES | R | 8/21/2020 | | 6,018.56CR | 136723 | |
| | I-EMCOM-008673 | JUL CAD SERVICES | R | 8/21/2020 | | 1,165.64CR | 136723 | 7,677.16 |
| S19003 | INNOVATIVE OFFICE SOLUTIONS LLC | | | | | | | |
| | I-IN3065883 | OFFICE SUPPLIES COMM DEV | R | 8/21/2020 | | 63.96CR | 136724 | 63.96 |
| S19005 | SAFETY SIGNS | | | | | | | |
| | I-20002256 | MARGARET/3RD TRAFFIC CONTROL | R | 8/21/2020 | | 1,829.60CR | 136725 | 1,829.60 |
| S19112 | SCREEN TECH | | | | | | | |
| | I-13743 | STREET SIGNS | R | 8/21/2020 | | 20.00CR | 136726 | 20.00 |
| S19178 | SHERWIN-WILLIAMS | | | | | | | |
| | I-5739-2 | PAINT FOR CASEY LAKE | R | 8/21/2020 | | 60.08CR | 136727 | 60.08 |
| S19433 | STAPLES ADVANTAGE | | | | | | | |
| | I-3448259327 | PARK BUILDING CLEANING SUPPLIE | R | 8/21/2020 | | 950.74CR | 136728 | |
| | I-3448259328 | PW CLEANING SUPPLIES | R | 8/21/2020 | | 270.30CR | 136728 | |
| | I-3452456843 | PURRELL HAND SANITIZER | R | 8/21/2020 | | 30.30CR | 136728 | |
| | I-3452456844 | HANGING FOLDERS | R | 8/21/2020 | | 56.08CR | 136728 | 1,307.42 |
| T20076 | TOSHIBA FINANCIAL SERVICES | | | | | | | |
| | I-5011469717 | AUGUST COPIER LEASE | R | 8/21/2020 | | 197.02CR | 136729 | 197.02 |
| T20126 | TENNIS SANITATION LLC | | | | | | | |
| | I-2719019 | JULY 2020 SOLID WASTE FEES | R | 8/21/2020 | | 46,038.75CR | 136730 | |
| | I-2735941 | JULY 2020 2538 SEPPALA | R | 8/21/2020 | | 273.00CR | 136730 | |
| | I-2735943 | JULY 2020 2290 1ST ST N | R | 8/21/2020 | | 91.00CR | 136730 | |
| | I-2735944 | JULY 2020 2400 MARGARET ST | R | 8/21/2020 | | 91.00CR | 136730 | 46,493.75 |

PACKET: 04613 Regular Payments
VENDOR SET: 01 **** CHECK LISTING ****
BANK : AP PREMIER BANK

| VENDOR | NAME / I.D. | DESC | CHECK TYPE | CHECK DATE | DISCOUNT | AMOUNT | CHECK NO# | CHECK AMOUNT |
|---|---|---|---|---|---|---|---|---|
| T20191 | TIMESAVER OFF SITE SECRETARIAL INC. | | | | | | | |
| | I-M25636 | AUG CC/PC SECRETARIAL SERVICES | R | 8/21/2020 | | 332.00CR | 136731 | 332.00 |
| T20192 | T-MOBILE | | | | | | | |
| | I-202008176088 | FD/PD TABLETS & CARDS 7/9-8/8 | R | 8/21/2020 | | 610.03CR | 136732 | 610.03 |
| T20309 | TRUCK UTILITIES MFG CO | | | | | | | |
| | I-5353230 | PLOW PARTS | R | 8/21/2020 | | 16.00CR | 136733 | 16.00 |
| V01101 | VERIZON WIRELESS | | | | | | | |
| | I-9860421563 | BROADBAND SERVICE 7/11-8/10 | R | 8/21/2020 | | 525.15CR | 136734 | 525.15 |
| V22049 | VEIT DISPOSAL SYSTEMS | | | | | | | |
| | I-T10000023028 | CONSTRUCTION DEBRIS | R | 8/21/2020 | | 1,259.91CR | 136735 | 1,259.91 |
| W23500 | WSB & ASSOCIATES INC | | | | | | | |
| | I-R-013350-000-16 | JUN MCKNIGHT ACCESS #CP1901 | R | 8/21/2020 | | 64,036.00CR | 136736 | 64,036.00 |
| X14164 | XCEL ENERGY | | | | | | | |
| | I-0424215030 | NAT GAS COMM CTR 7/16-8/16 | R | 8/21/2020 | | 206.84CR | 136737 | 206.84 |

PACKET: 04613 Regular Payments

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 |
|---|---|---|---|---|---|---|---|---|
| M13248 | MN DEPT OF REVENUE | | | | | | | |
| | I-202008176087 | JULY 2020 SALES & USE TAX | D | 8/20/2020 | | 84,983.00CR | 000826 | 84,983.00 |
| N14207 | CITY OF NORTH ST PAUL | | | | | | | |
| | I-202008176089 | JULY 2020 UTILITY BILL | D | 9/05/2020 | | 17,541.13CR | 000827 | 17,541.13 |

| * * T O T A L S * * | NO# | DISCOUNTS | CHECK AMT | TOTAL APPLIED |
|---|---|---|---|---|
| REGULAR CHECKS: | 38 | 0.00 | 160,165.80 | 160,165.80 |
| HANDWRITTEN CHECKS: | 0 | 0.00 | 0.00 | 0.00 |
| PRE-WRITE CHECKS: | 0 | 0.00 | 0.00 | 0.00 |
| DRAFTS: | 2 | 0.00 | 102,524.13 | 102,524.13 |
| VOID CHECKS: | 1 | 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: | 41 | 0.00 | 262,689.93 | 262,689.93 |

TOTAL ERRORS: 0 TOTAL WARNINGS: 0

PACKET: 04621 Regular Payments

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 | PHASE ELECTRIC | | | | | | | |
| | I-202008246098 | PHASE ELECTRIC: | R | 9/02/2020 | | 201.00CR | 136742 | 201.00 |
| 1 | GLEN GLANCY | | | | | | | |
| | I-202008246099 | GLEN GLANCY: | R | 9/02/2020 | | 100.00CR | 136743 | 100.00 |
| 1 | JOYCE BIMI | | | | | | | |
| | I-202008246100 | JOYCE BIMI: | R | 9/02/2020 | | 200.00CR | 136744 | 200.00 |
| 1 | ARCHER EXTERIORS | | | | | | | |
| | I-202008246101 | ARCHER EXTERIORS: | R | 9/02/2020 | | 229.35CR | 136745 | 229.35 |
| 1 | TERRY FURLONG | | | | | | | |
| | I-202008246102 | TERRY FURLONG: | R | 9/02/2020 | | 200.00CR | 136746 | 200.00 |
| A01196 | AMERICAN LEGAL PUBLISHING CORP | | | | | | | |
| | I-1887 | 2020 S-11 SUPPLEMENT PAGES | R | 9/02/2020 | | 566.00CR | 136747 | 566.00 |
| A01206 | AMERICAN FLAGPOLE & FLAG | | | | | | | |
| | I-157022 | (4) US FLAGS | R | 9/02/2020 | | 199.60CR | 136748 | 199.60 |
| A01629 | AUTOMATIC SYSTEMS CO | | | | | | | |
| | I-35225S | KIDDIE KORNR LIFT REPAIRS | R | 9/02/2020 | | 278.50CR | 136749 | |
| | I-35256S | KIDDIE KORNER LIFT REPAIRS | R | 9/02/2020 | | 528.50CR | 136749 | 807.00 |
| A20235 | AUTONATION, INC | | | | | | | |
| | I-4139988 | 712 SHIFTER BRACKET | R | 9/02/2020 | | 17.04CR | 136750 | 17.04 |
| B02049 | BATTERIES PLUS BULBS | | | | | | | |
| | I-P29293182 | BATTERIES | R | 9/02/2020 | | 43.90CR | 136751 | 43.90 |
| B02227 | BRO-TEX INC | | | | | | | |
| | I-535054 | 098 SHOP RAGS FOR ALL DEPTS | R | 9/02/2020 | | 320.00CR | 136752 | 320.00 |
| C03065 | CENTURY COLLEGE | | | | | | | |
| | I-707890 | EMT TRAINING | R | 9/02/2020 | | 1,650.00CR | 136753 | 1,650.00 |
| C03066 | CINTAS | | | | | | | |
| | I-4058887194 | UNIFORM SERFVICES | R | 9/02/2020 | | 8.50CR | 136754 | |
| | I-4058887268 | UNIFORM SERVICES | R | 9/02/2020 | | 107.45CR | 136754 | |
| | I-4059516117 | UNIFORM SERVICES | R | 9/02/2020 | | 8.50CR | 136754 | |
| | I-4059516120 | UNIFORM SERVICES | R | 9/02/2020 | | 74.52CR | 136754 | |
| | I-4059516303 | UNIFORM SERVICES | R | 9/02/2020 | | 107.45CR | 136754 | 306.42 |

PACKET: 04621 Regular Payments

VENDOR SET: 01 **** CHECK LISTING ****

BANK : AP PREMIER BANK

| VENDOR | NAME / I.D. | DESC | CHECK TYPE | CHECK DATE | DISCOUNT | AMOUNT | CHECK NO# | CHECK AMOUNT |
|---|---|---|---|---|---|---|---|---|
| C03139 | COMCAST | | | | | | | |
| | I-202008216095 | CH INTERNET SERVICE 8/27-9/26 | R | 9/02/2020 | | 129.71CR | 136755 | 129.71 |
| C03192 | CRESCENT ELECTRIC SUPPLY CO | | | | | | | |
| | I-S508160184.001 | STREET LIGHT BULB | R | 9/02/2020 | | 107.84CR | 136756 | 107.84 |
| C03273 | CURTIS 1000 INC - MINNESOTA | | | | | | | |
| | I-6042376 | CITY LETTERHEAD | R | 9/02/2020 | | 883.85CR | 136757 | 883.85 |
| D04024 | THE DAVEY TREE EXPERT COMPANY | | | | | | | |
| | I-914923400 | WOOD MULCH - VETS PARK | R | 9/02/2020 | | 117.00CR | 136758 | 117.00 |
| D04064 | DELL MARKETING LP | | | | | | | |
| | I-10410189766 | COMPUTER FOR WATER DEPT | R | 9/02/2020 | | 577.00CR | 136759 | |
| | I-10414337300 | COMPUTER MONITER FOR CTY CLK | R | 9/02/2020 | | 294.82CR | 136759 | 871.82 |
| E05053 | EDUCATION RESOURCE PARTNERS. INC | | | | | | | |
| | I-107 | COMM CONSULT 7/20-7/31 | R | 9/02/2020 | | 2,310.00CR | 136760 | |
| | I-108 | COMM CONSULT 8/1-8/13 | R | 9/02/2020 | | 1,725.00CR | 136760 | 4,035.00 |
| E05112 | ELK RIVER WINLECTRIC CO | | | | | | | |
| | I-31714002 | 4" FIBERGLASS CONDUIT ELBOW | R | 9/02/2020 | | 2,332.60CR | 136761 | 2,332.60 |
| E10050 | ERICKSON BELL BECKMAN & QUINN PA | | | | | | | |
| | I-630203A | JULY PROSECUTION SERVICES | R | 9/02/2020 | | 7,129.86CR | 136762 | 7,129.86 |
| F06475 | FRA-DOR BLACK DIRT & RECY | | | | | | | |
| | I-2008084 | BLACK DIRT | R | 9/02/2020 | | 170.00CR | 136763 | 170.00 |
| F06501 | FRANKLIN ENERGY | | | | | | | |
| | I-119944 | COMMRCL ENERGY EFFICIENCY PRG | R | 9/02/2020 | | 250.00CR | 136764 | 250.00 |
| H07501 | HEALTHPARTNERS | | | | | | | |
| | I-1177052 | EMPLOYEE DRUG TESTS | R | 9/02/2020 | | 124.00CR | 136765 | 124.00 |
| H08005 | HANCO CORPORATION | | | | | | | |
| | I-533348 | 098 TIRE PATCHES | R | 9/02/2020 | | 79.81CR | 136766 | |
| | I-533860 | 098 TIRE PLUGS | R | 9/02/2020 | | 29.25CR | 136766 | 109.06 |
| H08162 | HOLIDAY | | | | | | | |
| | I-202008246105 | GAS 1400015462965 URBAN FRSTY | R | 9/02/2020 | | 546.38CR | 136767 | |
| | I-202008246106 | GAS 1400015462906 POLICE DEPT | R | 9/02/2020 | | 1,795.36CR | 136767 | |
| | I-202008246107 | GAS 1400015462906 FIRE DEPT | R | 9/02/2020 | | 363.48CR | 136767 | |
| | I-202008246108 | GAS 1400015462884 OH ELECTRIC | R | 9/02/2020 | | 511.85CR | 136767 | |
| | I-202008246109 | GAS 1400015462906 UG ELECTRIC | R | 9/02/2020 | | 342.53CR | 136767 | |
| | I-202008246110 | GAS 1400015462973 WATER DEPT | R | 9/02/2020 | | 389.67CR | 136767 | |
| | I-202008246111 | GAS 1400015463058 MECHANIC | R | 9/02/2020 | | 44.94CR | 136767 | |
| | I-202008246112 | GAS 1400015462930 ST CLEANING | R | 9/02/2020 | | 120.33CR | 136767 | |
| | I-202008246113 | GAS 1400015462914 SEWER DEPT | R | 9/02/2020 | | 75.35CR | 136767 | |
| | I-202008246114 | GAS 1400015501928 RECREATION | R | 9/02/2020 | | 55.09CR | 136767 | |
| | I-202008246115 | GAS 1400015462949 ST MAINT | R | 9/02/2020 | | 1,613.83CR | 136767 | |
| | I-202008246116 | GAS 1400015462892 PARKS DEPT | R | 9/02/2020 | | 1,226.03CR | 136767 | 7,084.84 |

PACKET: 04621 Regular Payments
VENDOR SET: 01 **** CHECK LISTING ****
BANK : AP PREMIER BANK

| VENDOR | NAME / I.D. | DESC | CHECK TYPE | CHECK DATE | DISCOUNT | AMOUNT | CHECK NO# | CHECK AMOUNT |
|---|---|---|---|---|---|---|---|---|
| H08165 | HOME DEPOT | | | | | | | |
| | I-8033941 | FIRE DEPT CLEANING SUPPLIES | R | 9/02/2020 | | 45.04CR | 136768 | |
| | I-9011462 | PARKS SUPPLIES | R | 9/02/2020 | | 150.95CR | 136768 | 195.99 |
| H14077 | CORE & MAIN LP | | | | | | | |
| | I-M828938 | COPPER TUBE | R | 9/02/2020 | | 743.95CR | 136769 | 743.95 |
| I09122 | INPRO | | | | | | | |
| | I-1490787 | CASEY LK BLDG MAINT SUPPLIES | R | 9/02/2020 | | 379.45CR | 136770 | |
| | I-1492239 | CASEY LK BLDG MAINT SUPPLIES | R | 9/02/2020 | | 170.16CR | 136770 | 549.61 |
| I09178 | STUART C IRBY CO | | | | | | | |
| | I-S011985311.001 | H-TAP CONNCTRS CLAMPS SPLCS | R | 9/02/2020 | | 793.63CR | 136771 | |
| | I-S012015173.001 | STREET LIGHT HEAD | R | 9/02/2020 | | 1,806.00CR | 136771 | 2,599.63 |
| K09100 | KATH FUEL OIL SERVICE CO | | | | | | | |
| | I-692433 | 098 GREASE GUN GREASE | R | 9/02/2020 | | 80.00CR | 136772 | 80.00 |
| L12029 | LAKE IMPROVEMENT CONSULTING | | | | | | | |
| | I-3549 | TREATMENT OF SILVER LAKE | R | 9/02/2020 | | 1,275.00CR | 136773 | 1,275.00 |
| L12047 | LANDIS GYR TECHNOLOGY INC | | | | | | | |
| | I-90321316 | AUG SAAS FLAT FEE | R | 9/02/2020 | | 750.00CR | 136774 | 750.00 |
| L12451 | L T G POWER EQUIPMENT | | | | | | | |
| | I-251136 | COIL WEED WACKER | R | 9/02/2020 | | 55.19CR | 136775 | 55.19 |
| M13092 | MCFOA | | | | | | | |
| | I-202008266120 | MCFOA MEMBERSHIP CTY CLERK | R | 9/02/2020 | | 45.00CR | 136776 | 45.00 |
| M13110 | MENARDS-OAKDALE | | | | | | | |
| | I-7317 | PVC CONDUIT | R | 9/02/2020 | | 263.34CR | 136777 | 263.34 |
| N07096 | NAPA AUTO PARTS | | | | | | | |
| | I-3617-050152 | HONES FOR TOOL CATS PINS | R | 9/02/2020 | | 53.13CR | 136778 | 53.13 |
| N14121 | NEW PIG CORPORATION | | | | | | | |
| | I-23117565-00 | 098 OIL ABSORBANT MATTS | R | 9/02/2020 | | 278.90CR | 136779 | 278.90 |
| O15006 | OAKDALE RENTAL CENTER | | | | | | | |
| | I-148792 | CONCRETE TRAILER RENTAL | R | 9/02/2020 | | 264.00CR | 136780 | 264.00 |

PACKET: 04621 Regular Payments

VENDOR SET: 01 **** CHECK LISTING ****

BANK : AP PREMIER BANK

| VENDOR | NAME / I.D. | DESC | CHECK TYPE | CHECK DATE | DISCOUNT | AMOUNT | CHECK NO# | CHECK AMOUNT |
|---|---|---|---|---|---|---|---|---|
| O15043 | OLSON POWER & EQUIPMENT INC. | | | | | | | |
| | C-75530 | RETURN ASSY TANK | R | 9/02/2020 | | 12.68 | 136781 | |
| | I-75254 | 611 LEFT FUEL TANK | R | 9/02/2020 | | 193.93CR | 136781 | 181.25 |
| Q17000 | Q3 CONTRACTING INC | | | | | | | |
| | I-TMN2676083 | TRAFFIC CNTRL 12TH/MARGARET | R | 9/02/2020 | | 237.41CR | 136782 | 237.41 |
| R18010 | RAMSEY COUNTY | | | | | | | |
| | I-PUBW-018763 | EMERGNCY PRE-EMPTION SYSTEM | R | 9/02/2020 | | 899.20CR | 136783 | 899.20 |
| R18047 | NM CLEAN 1, LLC | | | | | | | |
| | I-07312020 | JULY SQUAD WASHES | R | 9/02/2020 | | 220.93CR | 136784 | 220.93 |
| R18063 | REHRIG PACIFIC CO | | | | | | | |
| | I-50093505 | (112) 95 GAL YARD WASTE CARTS | R | 9/02/2020 | | 6,912.00CR | 136785 | 6,912.00 |
| S19106 | SITE ONE LANDSCAPE SUPPLY | | | | | | | |
| | I-102561637-001 | IRRIGATION PARTS | R | 9/02/2020 | | 85.10CR | 136786 | 85.10 |
| S19177 | SHELTERTECH CORPORATION | | | | | | | |
| | I-10538-T | 2534 7TH AV ASBESTOS REMOVAL | R | 9/02/2020 | | 2,520.00CR | 136787 | 2,520.00 |
| S19181 | SHI INTERNATIONAL CORP | | | | | | | |
| | I-B10924441 | DOCKING STATION PD CHIEF | R | 9/02/2020 | | 185.72CR | 136788 | |
| | I-B11498479 | DOCKING STATION - ACCOUNTANT | R | 9/02/2020 | | 186.18CR | 136788 | |
| | I-B12103415 | MONITER ADMIN CITY CLERK | R | 9/02/2020 | | 365.00CR | 136788 | |
| | I-B12105804 | DOCKING STATION CITY CLERK | R | 9/02/2020 | | 203.99CR | 136788 | 940.89 |
| S19461 | STRYKER SALES CORP | | | | | | | |
| | I-3111379M | CPR/CED ASSEMBLY KITS | R | 9/02/2020 | | 1,812.00CR | 136789 | 1,812.00 |
| T19150 | T A SCHIFSKY & SONS INC | | | | | | | |
| | I- 66327 | AC AGGREGATE, SAND MIX & FILL | R | 9/02/2020 | | 2,730.60CR | 136790 | |
| | I-66366 | AC SAND MIX, FILL SAND & BASE | R | 9/02/2020 | | 927.12CR | 136790 | 3,657.72 |
| T20076 | TOSHIBA FINANCIAL SERVICES | | | | | | | |
| | I-5011583917 | SEPT COPIER LEASE FIRE DEPT | R | 9/02/2020 | | 222.69CR | 136791 | |
| | I-5011583918 | SEPT COPIER LEASE PUBLIC WORKS | R | 9/02/2020 | | 216.15CR | 136791 | |
| | I-5011583919 | SEPT COPIER LEASE POLICE DEPT | R | 9/02/2020 | | 205.37CR | 136791 | |
| | I-5011583920 | SEPT COPIER LEASE POLICE DEPT | R | 9/02/2020 | | 111.25CR | 136791 | |
| | I-5011583921 | SEPT COPIER LEASE COMM DEV | R | 9/02/2020 | | 557.39CR | 136791 | 1,312.85 |

PACKET: 04621 Regular Payments
VENDOR SET: 01 **** CHECK LISTING ****
BANK : AP PREMIER BANK

| VENDOR | NAME / I.D. | DESC | CHECK TYPE | CHECK DATE | DISCOUNT | AMOUNT | CHECK NO# | CHECK AMOUNT |
|---|---|---|---|---|---|---|---|---|
| T20192 | T-MOBILE | | | | | | | |
| | I-202008216096 | FD/PD CARDS/INTERNET 7/11-8/10 | R | 9/02/2020 | | 615.53CR | 136792 | 615.53 |
| T20285 | TRI STATE BOBCAT INC | | | | | | | |
| | I-A76194 | 740 PIVOT PIN FOR FRNT BRACKET | R | 9/02/2020 | | 79.19CR | 136793 | |
| | I-A76264 | 606 DRIVE AXLE & PIN | R | 9/02/2020 | | 499.57CR | 136793 | 578.76 |
| T20461 | TWIN CITY HARDWARE | | | | | | | |
| | I-PSI0112517 | NEW PUSH BUTTON DOOR LOCKS | R | 9/02/2020 | | 2,993.00CR | 136794 | 2,993.00 |
| W23500 | WSB & ASSOCIATES INC | | | | | | | |
| | I- R-011520-000-6 | JUN WINDOW WORLD REDEVLPNT | R | 9/02/2020 | | 91.00CR | 136795 | |
| | I-R-012723-000-22 | MAY ANCHOR BLOCK SOUTH | R | 9/02/2020 | | 690.00CR | 136795 | |
| | I-R-013417-000-6 | MAY MS4 SERVICES | R | 9/02/2020 | | 202.50CR | 136795 | |
| | I-R-013417-000-7 | JUN MS4 SERVICES | R | 9/02/2020 | | 285.25CR | 136795 | |
| | I-R-013814-000-12 | MAY 0 BURKE - PAT COTTER | R | 9/02/2020 | | 76.00CR | 136795 | |
| | I-R-014537-000-9 | JUN 17TH & DELAWARE DEVLPMT | R | 9/02/2020 | | 152.00CR | 136795 | |
| | I-R-014660-000-10 | MAY ABCHOR BLOCK GRADING PRM | R | 9/02/2020 | | 857.00CR | 136795 | |
| | I-R-014750-000-8 | MAY MARGARET/7TH REDEVLP | R | 9/02/2020 | | 783.00CR | 136795 | |
| | I-R-014750-000-9 | JUN MARGARET/7TH REDEVLPMT | R | 9/02/2020 | | 2,691.25CR | 136795 | |
| | I-R-014770-000-10 | JUN MARGARET ST DT IMPRVTS | R | 9/02/2020 | | 6,278.50CR | 136795 | |
| | I-R-015316-000-3 | MAY GEN SERV 2020 COMM SERV | R | 9/02/2020 | | 182.00CR | 136795 | |
| | I-R-015593-000-4 | MAY ANCHOR VIEW APARTMENTS | R | 9/02/2020 | | 76.00CR | 136795 | |
| | I-R-015593-000-5 | JUN ANCHOR VIEW APARTMENTS | R | 9/02/2020 | | 91.00CR | 136795 | |
| | I-R-016413-000-1 | JUN ADULT DAYCARE CUP 7TH ST | R | 9/02/2020 | | 317.25CR | 136795 | 12,772.75 |
| *VOID* | VOID CHECK | | V | 9/02/2020 | | | 136796 | **VOID** |
| X14164 | XCEL ENERGY | | | | | | | |
| | I-0424216328 | NAT GAS PW BLDG 7/16-8/16 | R | 9/02/2020 | | 169.45CR | 136797 | 169.45 |

PACKET: 04621 Regular Payments

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 |
|---|---|---|---|---|---|---|---|---|
| T20192 | T-MOBILE | | | | | | | |
| | I-202008216097 | CELL PHONE SERV 7/11-8/10 | D | 9/03/2020 | | 1,689.63CR | 000837 | 1,689.63 |

| * * T O T A L S * * | NO# | DISCOUNTS | CHECK AMT | TOTAL APPLIED |
|---|---|---|---|---|
| REGULAR CHECKS: | 55 | 0.00 | 71,248.47 | 71,248.47 |
| HANDWRITTEN CHECKS: | 0 | 0.00 | 0.00 | 0.00 |
| PRE-WRITE CHECKS: | 0 | 0.00 | 0.00 | 0.00 |
| DRAFTS: | 1 | 0.00 | 1,689.63 | 1,689.63 |
| VOID CHECKS: | 1 | 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: | 57 | 0.00 | 72,938.10 | 72,938.10 |

TOTAL ERRORS: 0 TOTAL WARNINGS: 0

PACKET: 04623 Regular Payments

VENDOR SET: 01 **** CHECK LISTING ****

BANK : AP PREMIER BANK

| VENDOR | NAME / I.D. | DESC | CHECK TYPE | CHECK DATE | DISCOUNT | AMOUNT | CHECK NO# | CHECK AMOUNT |
|---|---|---|---|---|---|---|---|---|
| 015026 | OMG MIDWEST INC dba MN PAVING & MATERIALS | | | | | | | |
| | I-PAYVOUCHER#10 | 2018 STREET & UTILITY IMP PRJ | R | 9/02/2020 | | 44,713.94CR | 136798 | 44,713.94 |
| R17985 | RACHEL CONTRACTING INC | | | | | | | |
| | I-PAYVOUCHER#04 | CSAH 68 MCKNIGHT ROAD | R | 9/02/2020 | | 503,359.47CR | 136799 | 503,359.47 |

| ** TOTALS ** | NO# | DISCOUNTS | CHECK AMT | TOTAL APPLIED |
|---|---|---|---|---|
| REGULAR CHECKS: | 2 | 0.00 | 548,073.41 | 548,073.41 |
| 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: | 2 | 0.00 | 548,073.41 | 548,073.41 |

TOTAL ERRORS: 0 TOTAL WARNINGS: 0

NORTH ST.PAUL
*extraordinary.*

# MEMORANDUM

TO: HRA Chairman and Commissioners
FROM: Jacquelyn Lutmer, Accounting Technician
DATE: September 1, 2020
SUBJECT: Recommendation of approval of HRA claims list.

| Claim Date | | | | | |
|---|---|---|---|---|---|
| 8/21/2020 | A/P Early Release Check Register | 136738-136740 | $ | 24,437.20 | Pre-Approved by S. Duddeck |
| 8/21/2020 | Early Release Drafts | 000828 | $ | 286.65 | Pre-Approved by S. Duddeck |
| 9/2/2020 | A/P Check Register | 136800-136809 | $ | 38,449.37 | |
| | Total | | | $63,173.22 | |

Approved this 1st day of September, 2020

/s/ Terrence J. Furlong, Mayor by Consent Resolution
/s/ Scott A. Duddeck, City Manager/Clerk by Consent Resolution

NORTH
ST.PAUL
*extraordinary.*

# MEMORANDUM

TO: HRA Chairman and Commissioners
FROM: Jacquelyn Lutmer, Accounting Technician
DATE: August 21, 2020
SUBJECT: Recommendation of approval of Early Release HRA claims list.

| Claim Date | | | |
|---|---|---|---|
| 8/21/2020 | A/P Check Register | 136738-136740 | $ 24,437.20 |
| 8/21/2020 | Drafts | 000828 | $ 286.65 |
| | | Total | $24,723.85 |

Approved this 21st day of August, 2020

Scott A. Duddeck

City Manager

PACKET: 04614 HRA 8/21/20 EARLY RELEASE

VENDOR SET: 01 **** CHECK LISTING ****

BANK : AP PREMIER BANK

| VENDOR | NAME / I.D. | DESC | CHECK TYPE | CHECK DATE | DISCOUNT | AMOUNT | CHECK NO# | CHECK AMOUNT |
|---|---|---|---|---|---|---|---|---|
| C03002 | CAMPBELL KNUTSON PA | | | | | | | |
| | I-2076-0087G-1 | JUN 2487 19 AVE HAZ BLDG | R | 8/21/2020 | | 1,189.80CR | 136738 | |
| | I-2076-0087G-2 | JUL 2487 19TH AVE HAZ BLDG | R | 8/21/2020 | | 18.00CR | 136738 | 1,207.80 |
| H08165 | HOME DEPOT | | | | | | | |
| | I-4015157 | FANS & CORDS FOR 2487 19TH AVE | R | 8/21/2020 | | 79.90CR | 136739 | 79.90 |
| N4107 | NEIGHBORWORKS HOME PARTNERS | | | | | | | |
| | I-202008186092 | HOME LOAN FOR 2376 BURKE | R | 8/21/2020 | | 23,149.50CR | 136740 | 23,149.50 |

PACKET: 04614 HRA 8/21/20 EARLY RELEASE

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 |
|---|---|---|---|---|---|---|---|---|
| N14207 | CITY OF NORTH ST PAUL | | | | | | | |
| | I-202008176090 | JULY 2020 UTILITIES | D | 9/05/2020 | | 286.65CR | 000828 | 286.65 |

| ** TOTALS ** | NO# | DISCOUNTS | CHECK AMT | TOTAL APPLIED |
|---|---|---|---|---|
| REGULAR CHECKS: | 3 | 0.00 | 24,437.20 | 24,437.20 |
| HANDWRITTEN CHECKS: | 0 | 0.00 | 0.00 | 0.00 |
| PRE-WRITE CHECKS: | 0 | 0.00 | 0.00 | 0.00 |
| DRAFTS: | 1 | 0.00 | 286.65 | 286.65 |
| 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: | 4 | 0.00 | 24,723.85 | 24,723.85 |

TOTAL ERRORS: 0 TOTAL WARNINGS: 0

8/27/2020 11:11 AM — A / P CHECK REGISTER — PAGE: 1

PACKET: 04624 HRA

VENDOR SET: 01 — **** CHECK LISTING ****

BANK : AP PREMIER BANK

| VENDOR | NAME / I.D. | DESC | CHECK TYPE | CHECK DATE | DISCOUNT | AMOUNT | CHECK NO# | CHECK AMOUNT |
|---|---|---|---|---|---|---|---|---|
| C03071 | CORNERSTONE CUSTOM DESIGN | | | | | | | |
| | I-200811 | 2487 19TH AVE DESIGN | R | 9/02/2020 | | 1,500.00CR | 136800 | 1,500.00 |
| D04087 | DARRELL JOHNSON | | | | | | | |
| | I-202008246104 | CLEAN OUT 2377 MARGARET | R | 9/02/2020 | | 2,200.00CR | 136801 | 2,200.00 |
| J08020 | JIMMY GARAY | | | | | | | |
| | I-2003 | 2198 2ND DRYWALL MUD TAPE TE | R | 9/02/2020 | | 5,200.00CR | 136802 | 5,200.00 |
| M13110 | MENARDS-OAKDALE | | | | | | | |
| | I-6055 | BLDG SUPPLIES FOR 2198 2ND ST | R | 9/02/2020 | | 274.72CR | 136803 | |
| | I-6405 | BLDG SUPPLIES FOR 2198 2ND ST | R | 9/02/2020 | | 107.30CR | 136803 | |
| | I-6619 | BLDG SUPPLIES FOR 2198 2ND ST | R | 9/02/2020 | | 112.74CR | 136803 | |
| | I-6799 | PAINTING SUPPLIES 2198 2ND ST | R | 9/02/2020 | | 287.10CR | 136803 | |
| | I-7146 | BLDG SUPPLIES FOR 2198 2ND ST | R | 9/02/2020 | | 133.53CR | 136803 | |
| | I-7166 | BLDG SUPPLIES FOR 2198 2ND ST | R | 9/02/2020 | | 124.71CR | 136803 | |
| | I-7308 | BLDG SUPPLIES FOR 2198 2ND ST | R | 9/02/2020 | | 35.64CR | 136803 | 1,075.74 |
| M13289 | MIDSTATE EXCAVATING | | | | | | | |
| | I-20-146 | 2198 2ND ST EXCAVATING | R | 9/02/2020 | | 15,152.00CR | 136804 | 15,152.00 |
| O15032 | ON-SITE SANITATION | | | | | | | |
| | C-0000520632 | SALES TAX CORRECTION | R | 9/02/2020 | | 2.47 | 136805 | |
| | I-0000976828 | RESTROOM 2198 2ND ST | R | 9/02/2020 | | 57.00CR | 136805 | 54.53 |
| S19177 | SHELTERTECH CORPORATION | | | | | | | |
| | I-10497-I | 2487 2ND ASBESTOS INSPECTION | R | 9/02/2020 | | 880.00CR | 136806 | |
| | I-10537-T | 2487 19TH ASBESTOES REMOVAL | R | 9/02/2020 | | 660.00CR | 136806 | 1,540.00 |
| U13300 | UZ INSULATION SERVICES | | | | | | | |
| | I-28425 | INSULATION INSTALL 2198 2ND ST | R | 9/02/2020 | | 3,959.10CR | 136807 | 3,959.10 |
| W17250 | WENZEL PLUMBING, HEATING, COOLING | | | | | | | |
| | I-33070 | 2198 2ND ST ROUGH IN PLUMBING | R | 9/02/2020 | | 7,000.00CR | 136808 | 7,000.00 |
| W23500 | WSB & ASSOCIATES INC | | | | | | | |
| | I-R-015318-000-4 | MAY GEN SERV 2020 CODE ENFCT | R | 9/02/2020 | | 768.00CR | 136809 | 768.00 |

| * * T O T A L S * * | NO# | DISCOUNTS | CHECK AMT | TOTAL APPLIED |
|---|---|---|---|---|
| REGULAR CHECKS: | 10 | 0.00 | 38,449.37 | 38,449.37 |
| 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: | 10 | 0.00 | 38,449.37 | 38,449.37 |

TOTAL ERRORS: 0 TOTAL WARNINGS: 0

Agenda Information Memorandum
North St. Paul City Council
September 1, 2020

**FROM THE OFFICE OF ADMINISTRATION**

**COMMUNITY SERVICE AWARD PRESENTATION – GOOD NEIGHBOR AWARD**

**FACTS**

- The City of North St. Paul Community Services Award program was developed in 2016 by a committee of staff and community members.
- This evening the City will honor this year's good neighbor winner, Rachel Thompson.

**ATTACHMENTS**

Community Service Award Program

To all the award recipients,
thank you for your service!

Congratulations from
The City of North St. Paul!

**Original Veterans Park Committee Team**

Front Row: Daniel Fisher - Co-Chair, Don Schroeder,
Dave Andren - Construction Director,
Back Row: Terry Furlong - Liaison to the City of North St. Paul
Carl Hurtgen - Co-Chair, John Baker - Legal Advocate,
Joseph Walter Zakrzewski - Secretary, Brian Buesgens - ISD 622
JROTC Staff, Paul Anderson - Historian, Thomas Trost - Treasurer,
Not pictured, Steve Knutson - Designer, David Wilkinson JTOTC,
Bill Crowther and Ellsworth Erickson

COMMUNITY SERVICE Awards

NORTH ST. PAUL

# 2020

# City of North St. Paul

# Community Service Awards

# City Council Recognition

COMMUNITY SERVICE Awards
NORTH ST. PAUL

## Award Recipients

### Legacy Award - Dan Fisher

As co-chair of the Veteran's Park Committee, Dan Fisher had the primary responsibility of the design, planning and development of the park project. Despite the fact that he resides in Oakdale (1/2 block east of North St Paul), Dan worked tirelessly to build a unique memorial for the local veterans and military services.

Even though this was a team effort, with contributions from many local citizens, it may not have succeeded without the strong leadership of Dan Fisher. The City of North St. Paul is thankful for Dan's contributions and dedication to a park project that many generations will enjoy.
-Nominated by Paul Anderson

### Community Service Award (Youth) - Samantha Bonn

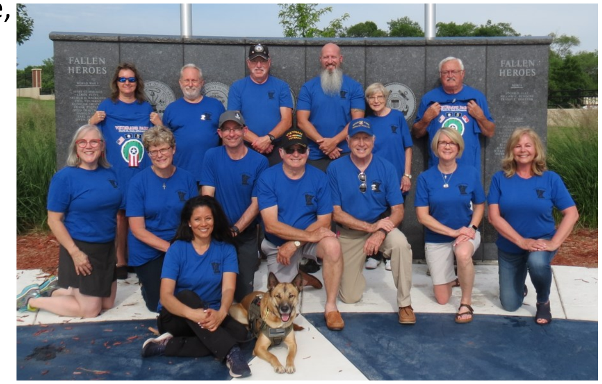
Samantha Bonn served as an intern for the City. Her internship involved working on a design for a proposed teen center, visiting construction sites and photographing City development projects.

Samantha is ranked 1st in her class of nearly 400 students and is an amazing young woman who possesses all the skills needed for success. Samantha is an active member of the award winning STEM (Science, Technology, Engineering and Math) Fusion Group at North High School.

Samantha is interested in pursuing a civil engineering career and was able to gain experience in the field before graduating from high school. We wish Samantha the best of success as she enters college.
- Nominated by Beth Stanley, North High Teacher

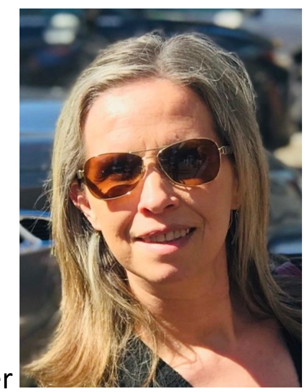
COMMUNITY SERVICE Awards
NORTH ST. PAUL

### Community Service Award (Adult) Veteran's Park Committee Team




The Veteran's Park Committee, under the leadership of Dan Fisher and Carl Hurtgen, worked hard to provide this striking and meaningful addition to North St. Paul. The committee spent many hours planning the placement of each paver and making sure pavers for family members were placed in adjoining locations. In addition, the ceremonies held at Veterans Park would not have happened without the passion and dedication from the committee. These events helped family members and attendees honor their loved ones and remember the service they themselves have given to this country. - Nominated by Linda Zick

### Good Neighbor Award - Rachel Thompson



Since moving to North St. Paul in October of 2019, Rachel Thompson wanted to get a Little Free Library for outside her home. When the COVID-19 pandemic first arrived, priorities changed and Rachel setup a Little Free Food Shelf instead, containing non-perishable food, books and puzzles. The neighborhood food shelf provided critical supplies and was widely used by the community.

On Easter weekend, Rachel organized a parade on her street that featured several bunnies (adult actors) and candy for those in attendance. She also made masks and distributed them free of charge. A newcomer to the community, Rachel did not waste anytime getting involved in her neighborhood. She is very worthy of the Good Neighbor Award! - Nominated by Candy Petersen

Agenda Information Memorandum
North St. Paul City Council
September 1, 2020

FROM THE OFFICE OF THE CITY PLANNER

Agenda placement: CITY BUSINESS ACTION ITEMS & RECOMMENDATIONS

**Subject:** Adoption of Affordable and Life-Cycle Housing Goals

**To:** Honorable Mayor and City Council

**Background/Facts**:

- The Metropolitan Council has established affordable and life-cycle housing goals for the City for the years 2021-2030
- These goals must be adopted by resolution for the City to be eligible to participate in the Livable Communities Act programs in 2021
- The affordable housing goal range established is 14-25 units. These units must be income restricted based on percentage of Area Median Income of the residents.
- The life-cycle housing goal established is 100 units. There are no income restrictions for life-cycle housing, there is only a requirement that they be constructed at a density of at least 8 units per acre.
- These goals are consistent with the future land use plan and housing policies in the adopted 2040 Comprehensive Plan.
- The City is not required to construct these units; it is anticipated that they would be privately constructed.

**Recommendation:** It is recommended the City Council adopt the Metropolitan Council's affordable and life-cycle housing goals as described in the attached resolution.

**Attachments:**
Resolution

Respectfully submitted,

Erin Perdu
City Planner

APPROVED FOR AGENDA ENCLOSURE:

/s/ SD by mm

Scott Duddeck
City Manager

**CITY OF NORTH ST. PAUL**

**RESOLUTION NO. 2020-xxx**

**RESOLUTION ELECTING TO PARTICIPATE IN THE LOCAL HOUSING INCENTIVES ACCOUNT PROGRAM UNDER THE METROPOLITAN LIVABLE COMMUNITIES ACT**

**CALENDAR YEARS 2021 THROUGH 2030**

**WHEREAS,** the Metropolitan Livable Communities Act (Minnesota Statutes sections 473.25 to 473.255) establishes a Metropolitan Livable Communities Fund which is intended to address housing and other development issues facing the metropolitan area defined by Minnesota Statutes section 473.121; and

**WHEREAS,** the Metropolitan Livable Communities Fund, comprising the Tax Base Revitalization Account, the Livable Communities Demonstration Account, the Local Housing Incentive Account and the Inclusionary Housing Account, is intended to provide certain funding and other assistance to metropolitan-area municipalities; and

**WHEREAS,** a metropolitan-area municipality is not eligible to receive grants or loans under the Metropolitan Livable Communities Fund or eligible to receive certain polluted sites cleanup funding from the Minnesota Department of Employment and Economic Development unless the municipality is participating in the Local Housing Incentives Account Program under Minnesota Statutes section 473.254; and

**WHEREAS,** the Metropolitan Livable Communities Act requires that each municipality establish affordable and life-cycle housing goals for that municipality that are consistent with and promote the policies of the Metropolitan Council as provided in the adopted Metropolitan Development Guide; and

**WHEREAS,** a metropolitan-area municipality can participate in the Local Housing Incentives Account Program under Minnesota Statutes section 473.254 if: (a) the municipality elects to participate in the Local Housing Incentives Program; (b) the Metropolitan Council and the municipality successfully negotiate new affordable and life-cycle housing goals for the municipality; (c) the Metropolitan Council adopts by resolution the new negotiated affordable and life-cycle housing goals for the municipality; and (d) the municipality establishes it has spent or will spend or distribute to the Local Housing Incentives Account the required Affordable and Life-Cycle Housing Opportunities Amount (ALHOA) for each year the municipality participates in the Local Housing Incentives Account Program.

**NOW, THEREFORE, BE IT RESOLVED THAT** the City of North St. Paul:

1. Elects to participate in the Local Housing Incentives Program under the Metropolitan Livable Communities Act for calendar years 2021 through 2030.

2. Agrees to the following affordable and life-cycle housing goals for calendar years 2021 through 2030:

| Affordable Housing Goals Range | Life-Cycle Housing Goal |
|---|---|
| 14-25 units | 100 units |

3. Will prepare and submit to the Metropolitan Council a plan identifying the actions it plans to take to meet its established housing goals.

**ADOPTED** this 1st day of September, 2020.

Motion by Council Member
Second by Council Member

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

____________________________
Terrence J. Furlong, Mayor

Attest: ________________________________
Scott A. Duddeck, City Manager/Clerk