

**CITY OF NORTH ST. PAUL
CITY COUNCIL
REGULAR MEETING AGENDA
FEBRUARY 2, 2021
6:30 PM**

The City Council meeting will be conducted by interactive TV under Minn. Stat. 13D.02. Members of the public are permitted to attend the meeting in person, however members of the public are strongly encouraged to participate in the meeting remotely. Instructions can be found below.

The **February 2, 2021 Zoom meeting can be accessed [HERE](https://us02web.zoom.us/j/82140972224?pwd=dDdmRytwVS9IeFBvV3lQOUFnOGtYQT09) or via:**

<https://us02web.zoom.us/j/82140972224?pwd=dDdmRytwVS9IeFBvV3lQOUFnOGtYQT09>

(from a PC, Mac, tablet, iPhone or Android device)

Meeting ID: 821 4097 2224

Password: 362656 or by phone at 1-929-205-6099, meeting ID 821 4097 2224, password 362656.

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 Cole

Council Member Wong

Mayor Furlong

IV. ADOPT AGENDA

V. PRESENTATIONS

VI. CONSENT AGENDA

A. January 19, 2021 workshop meeting minutes.

B. January 19, 2021 regular meeting minutes.

C. January 19, 2021 HRA meeting minutes.

D. General accounts payable: \$637,031.15.

E. HRA accounts payable: \$35,478.33

F. EDA accounts payable: \$3,589.80

G. League of Minnesota Cities Insurance Trust Municipal Tort Liability Waiver

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. Ordinance Amending North St. Paul City Code Concerning Mayor and Council Salaries
- B. 2021 North St. Paul History Cruzers Car Show

X. REPORTS OF CITY MANAGER & DEPARTMENTS

XI. REPORTS OF COUNCIL, COMMISSIONS & COMMITTEES

XII. GENERAL BUSINESS

XIII. CLOSED SESSION

- A. The meeting will be closed as permitted by the attorney-client privilege (Minn. Stat. 13D.05, Subd. 3 (b)) to discuss the pending arbitration involving IBEW, Local 160 and North St. Paul.
- B. The meeting will be closed as permitted by section 13D.05, Subdivision 3 (c) to consider offers relating to the City's possible sale or lease of the Community Center Building.

XIV. ADJOURNMENT

The next regularly scheduled City Council meeting is Tuesday, February 16th, 2021 at 6:30 p.m.

City of North Saint Paul
January 19, 2021
Proposed City Council Workshop Meeting Minutes

The January 19, 2021 meeting was held via Zoom and complied with all requirements of Minnesota State Statute 13D.021.

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 Tim Cole
Council Member Lisa Wong
Mayor Terry Furlong

Staff: City Manager Scott Duddeck, Deputy Clerk Jennie Kloos, Finance Director Jason Zimmerman, Communications Consultant Keri Erpenbach.

III. TOPIC(S)

A. Budget Calendar.

Finance Manager Zimmerman updated the City Council on the budget process, timelines and what to expect during the upcoming 2022 budget. Zimmerman presented the City Council with a budget calendar and pointed out the target date of May 18, 2021 as a date to present City Council with baseline budgets for General, Enterprise, Internal Service and Special Revenue Funds. Zimmerman will look for Council input on changes/enhancement/ prioritization of activities and will relay back to department heads when creating the proposed budget.

Council Member Peterson pointed out that the August 3rd date on the proposed calendar will need to be adjusted due to National Night Out scheduled for that date. A City Council budget retreat will be scheduled for early February. Mayor Furlong commented that he likes how the timeline is laid out. Council Member Thorsen mentioned if additional workshop meetings need to be held, we can add to the calendar in the future.

B. OpenGov Long-Term Debt Reporting.

At the June 30, 2020 City Council meeting, a contract was approved with OpenGov for service that include reporting and transparency software. Within the reporting module are “Stories”, which are built on the OpenGov platform, utilizing embedded reporting and transparency tools. Council Member Thorsen commented that he hopes to continue to see this program move forward into future years for the transparency and openness it provides the Council and residents.

Mayor Furlong asked Communications Consultant Keri Erpenbach on any issues she may have encountered with OpenGov. Erpenbach mentioned that the only problems she’s had is on the

permits and licensing as it's still a relatively new product to OpenGov. They have worked more than diligently to get the bugs fixed. She also commented that City licensing was up and running on Dec 7th, utility rebates last week. In a matter of hours applications coming through. City trash, recycling and utility set up was also moved to Open Gov last week. The goal is to have all permits up by February 1st. City residents are really taking to the options now offered online.

C. City Council Salaries.

City Manager Duddeck brought to the City Council an informational item of an Ordinance that will be brought forward at the February 2nd City Council meeting regarding Council Member Thorsen's request to for-go his council salary for 2021.

The most recent Ordinance (No. 633) establishing salaries for Mayor and Council Members was from October 17, 2000. This Ordinance was erroneously not included in the codification of North St. Paul City Code. A change that has taken place within the past two years is that any Ordinance to be adopted must be posted on our website for 10 days prior to council action.

Council Member Thorsen stated that when this was first brought up in budget workshops back in August, the intent was that the City was looking at some significant budget shortfalls. In an attempt to help balance the budget, Council Member Thorsen said he would forego his salary of \$5,200. He was later told that according to State Statute he could not waive his salary. According to State Statute Section 415.11, it states that governing body salaries is set by City Ordinance. However, the governing body may enact an Ordinance to temporarily reduce member salaries, which is what will be brought before the Mayor and Council at the next Council meeting to grant Council Member Thorsen's request to reduce his 2021 salary to zero.

D. Operational Updates

City Manager Duddeck informed council of a last minute agenda item that was added to the January 19th council packet. As we are nearing closing on Anchor View, it was necessary to add additional documents to be able to continue with closing as scheduled.

Council Member Thorsen requested when items are added to the packet that City Council also be notified as to what the changes are.

Mr. Duddeck asked Communications Consultant Kari Erpenbach to discuss a recent program purchase in relation to CivicPlus. Erpenbach commented that the program software is called CivicClerk. It's a meeting management software that integrates with our website and has great functionality for City Council packet pre-planning, agenda items, and getting our packets more organized.

Council Member Wong asked what the timeline would be on implementing CivicClerk. Erpenbach stated that the contract is signed and has been informed it would be approximately 6-8 weeks for implementation.

City Manager Duddeck commented on the re-opening of City Hall and would like to do so on Monday, February 1st. He would also like to move City Council meetings back to City Hall starting with the next meeting on February 2nd. Meetings will continue on Zoom as well for

those not comfortable being in City Hall and also for residents. Chambers will be spaced out and limited on the number people able to be present due to social distancing.

Council consensus agreed to the re-opening of City Hall and for meetings to move back to City Hall.

Mr. Duddeck commented on scheduling a council retreat in the near future to review. After discussion on at date/time, a council retreat will be scheduled for Tuesday, February 23rd from 5:00- 9:00 p.m.

Pictures for Council will be Tuesday, February 2nd at 5:00 p.m. at City Hall.

VI. ADJOURNMENT

There being no further business, on motion by Council Member Cole, seconded by Council Member Petersen, with all present voting aye (5-0), Mayor Furlong adjourned the workshop meeting at 6:11 p.m.

Terrence J. Furlong, Mayor

Attest:

Scott A. Duddeck, City Manager/Clerk

**City of North Saint Paul
January 19, 2021
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
Council Member Petersen
Council Member Cole
Council Member Wong
Mayor Furlong

Staff: City Manager Scott Duddeck, Finance Director Jason Zimmerman, City Attorney Soren Mattick, Deputy Clerk Jennie Kloos, Communications Consultant Kari Erpenbach.

IV. ADOPT AGENDA

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

V. PRESENTATIONS

There were no presentations.

VI. APPROVAL OF CONSENT AGENDA

Council Member Thorsen requested that the following items be removed from the Consent Agenda and placed under City Business: Item B (General Accounts Payable) and Item D (2020 Street and Utility Improvement Project – Pay Voucher #9).

On motion by Council Member Thorsen, seconded by Council Member Cole, with all present voting aye (5-0), motion carried to approve the consent agenda, as amended, Resolution No. 2020-008 consisting of:

- A. January 5, 2021 regular meeting minutes.
- B. General accounts payable: \$4,710,256.45. **Moved to City Business**
- C. HRA accounts payable: \$107.39.
- D. 2020 Street and Utility Improvement Project – Pay Voucher #9. **Moved to City Business**
- E. CSAH 68 (McKnight Road) Intersection Improvements Project – Pay Voucher #7

VII. MEETING OPEN TO PUBLIC

John Schmahl stated he agrees with a recent workshop discussion regarding City Council meeting agendas that have been amended. He added there is no way of knowing whether the version you are using is the current and updated Agenda. He is noted, for this particular meeting, there are four versions of the agenda.

Mr. Schmahl stated he recently saw a Public Works skid-steer removing snow near the electric transformers on Chisholm Avenue. He added, as usual, they ignored the fire plug. He noted he agrees that removal of snow from the transformers is important, but the fire plugs should be cleared as well. He noted it has been three years that he has been bringing this issue to the City Council.

Mr. Duddeck stated there have been discussions with Public Works staff about snow removal in that area. He agreed to follow up on that right away.

VIII. PUBLIC HEARINGS

a. Body Worn Cameras

Mr. Duddeck reviewed the proposed body-worn camera policy, which was initiated and produced by the League of Minnesota Cities and vetted by many communities and agencies. He added the League has provided recommendations for following procedures and policies and a review group comprised of City Staff and Mayor Furlong met 3-4 times to review the recommended policy. He noted the review group recommends consideration and adoption of the policy after a public hearing is held.

Mr. Duddeck stated one public comment was received after the public hearing notice was published.

Mr. Duddeck stated the body-worn camera policy and new technology will be a significant improvement for the community, and it will be advantageous for the Police Department to have the equipment available for Officer use.

Mayor Furlong opened the public hearing.

Mayor Furlong read a letter from Rita During, 2736 Chisholm Avenue, that stated “I am glad to hear that North St. Paul Police Officers will have body cameras. I hope that the rules will require that they be on when the Officer is on duty. On more than off would be best. I am sure the Police Department wants to serve our community to the best of their ability. Having body cameras on while they are on duty will best serve the Officer and the public.”

Police Chief Tom Lauth stated body-worn cameras are a tool that the City’s Police Officers have wanted for a long time, as it provides multiple benefits to the Officers as well as the community. He thanked Mr. Duddeck for his leadership in getting to this point. He added 2020 was a difficult year, and this new technology will be a tool to help the Police Department bridge their relationship with the community, as well as provide transparency, and give the public confidence in law enforcement. He noted he looks forward to being able to implement the policy, procure equipment, and get training for the Officers.

Mr. Duddeck stated City Staff and the review committee recommend that the City Council adopt the body-worn camera policy and instruct City Staff to move forward as soon as possible with procurement of equipment.

Mayor Furlong asked when the cameras will be in place and in use. Mr. Duddeck stated he is unsure about the equipment delivery time, but he would guess approximately 3 months. He added there will be a period of required training.

Council Member Wong thanked Police Chief Lauth and the committee for taking the time to review this policy. She added she has many questions. She asked what how the Police Chief or Chief's designee could supersede the policy, how that would be implemented, and what discretion would be used.

Chief Lauth stated that clause relates to emergency operations, when Officers may need to use discretion regarding whether to turn on the camera rather than keeping the camera on at all times. He added a superior may give specific direction to an Officer to use a camera properly or for a temporary time period to ensure the policy is being followed.

Mr. Duddeck stated there might be a case where adjustments to the policy will be needed, depending upon the type of equipment, related to footage documentation and retention. He added these types of changes would not be significant.

Council Member Wong expressed concern that there is ambiguity within the policy. She added it would be helpful to determine these different types of scenarios to provide clarity. She asked whether every Officer would receive training, what is included in the training, and whether training is provided by the manufacturer.

Mr. Duddeck stated City Staff works with vendors to ensure that supervisors are trained in the use of body-worn cameras. He added supervisors would then reach out to the rest of the department to provide instruction and training. He noted this has been the process with other new equipment procurement.

Chief Lauth confirmed the equipment vendor will determine what type of training will be necessary. Supervisors and Officers will work with trainers to ensure the cameras are being used correctly. He added appropriate training will be vital to ensure the greatest opportunity for the success of the new system.

Mr. Duddeck stated City Staff has many of these same questions but wanted to bring this to the City Council to move it forward as quickly as possible. He added additional review and policy updates can be completed by City Staff depending upon the vendor and brought back to the City Council.

Council Member Wong requested clarification regarding "Use and Documentation", Section E, which classifies public data. She asked whether there will be an opportunity to collect more qualitative data. She noted there are seven different types of evidence listed. She asked whether there is a way to combine these classifications to provide more clear data on what kind of incidences or evidence are being reviewed.

Mr. Duddeck stated the seven different types of evidence will be a drop-down menu for Officers, so they can identify types of evidence for data collection purposes.

Mr. Duddeck asked whether Council Member Wong is asking whether there is a way to merge the two types of data together. Council Member Wong confirmed this, adding documentation would ensure that the type of evidence would then be available along with the recording.

Mr. Duddeck stated he believes the data is already partnered together. He added he does not know enough about the camera system, but City Staff will continue to learn through this process. He noted the proposed policy was taken directly from the League of Minnesota Cities, including their requirements for the process. He noted City Staff have made any changes to the League's document.

Council Member Wong asked whether there will be any record of when videos are edited, altered or erased. She asked if there are data security safeguards, and whether copies of original documentation are kept. Chief Lauth stated, having spoken to other Police Chiefs, this policy was adopted years ago by the League of Minnesota Cities. He added original recordings would stay intact, showing dates and times of anyone who has accessed the recordings. He added systems are safeguarded and the ability to delete recordings will be very limited. He noted Minnesota data practices requirements will need to be fulfilled.

Mr. Duddeck confirmed this, adding the official recording will have a record of Officer's credentials, and any edits or changes will be documented.

Council Member Wong asked why 90 days or 6 years were chosen in terms of data retention practices.

Mr. Duddeck stated the time frames were included in the original League policy. He added City Staff can review this issue to see if the time periods should be changed, depending upon media storage requirements. He noted, of the two proposed vendors, one is cloud-based and the other is a local server.

Chief Lauth confirmed this, adding State data retention laws address minimum requirements. He added the City does not have a choice regarding the length of time that data must be retained.

Council Member Thorsen stated he appreciates the great questions and concerns from Council Member Wong, especially the issue of whether the Police Chief can supersede policy. He added he shares these concerns. He noted there could be scenarios, after the policy is enacted, where orders would be given to an Officer not to record an interaction, or to always record interactions.

Council Member Thorsen asked whether the policy provides any notification for Officers that the policy can be superseded by the orders of the Police Chief or City Manager. He asked whether notification is given to the City Council or legal staff to ensure that they are aware of the policy's requirements for superseding orders.

Mr. Duddeck stated the policy does not address whether the Chief has the authority to supersede the policy. He added he is hearing from the City Council that this is an area of concern that should be reviewed more thoroughly. He noted the intention is to make adjustments to the policy based

on the feedback and comments of the City Council, as those same comments and concerns will probably be heard from members of the public.

Council Member Thorsen stated he is disappointed with the complete lack of input from the public on this issue. He added he assumes this is an issue that residents will want to be informed about. He noted he is glad the City is moving in this direction and taking these steps, but there is also a lot going on behind the scenes, and it will be vital to ensure that things are being done correctly. He noted the more the City can do now, the better.

Council Member Thorsen stated, with regard to training, there should be a subsection or amendment to the policy to address what information Officers can give to members of the public about their training and the equipment. He added there is probably a written policy that Officers must review as part of their training, and this should be accessible to the general public. He noted the modification of data is another issue.

Council Member Thorsen asked whether there will be safeguards in place to ensure that uploaded data is not tampered with, edited or deleted, and that the City can prove that the data is secure and original.

Council Member Thorsen stated it would be a good idea to communicate to the general public that they should assume they are being recorded when they interact with Law Enforcement. He added he did not see anything in the policy that would require Officers to notify citizens that they are being recorded.

Chief Lauth stated the Officers do not have an obligation to inform people that they are being recorded. He added, with regard to erasing data, it would be extremely hard to do, and vendors are able to address these types of concerns. He noted State statute requires auditing by an outside firm to be provided to the State on an annual basis.

Mr. Duddeck stated the equipment that is proposed for purchase meets all federal Law Enforcement standards and is a high-quality product. He added he has noted all the concerns and comments that have been expressed by the City Council.

Council Member Wong stated public transparency and evidence are important if there is an incident. She added she looked at police model options, and asked for clarification, regarding allowing officers to make a decision to turn their camera on, or whether it is on all the time, for the sake of efficiency. She asked what the thought process might be behind that. She noted the two options – leave the camera on all the time or turn the camera on if there is something worth recording – gives the officers discretion to make the decision. She asked what the trade-off would be, in terms of efficiency.

Mr. Duddeck stated there will be situations where an officer would not want to have their camera on, for instance, at a National Night Out party. He added that would be a casual encounter with residents, and not a situation to be recorded. He noted there will be 5-10 seconds of recording before recording is initiated.

Chief Lauth confirmed this, adding the cameras will have a “reach-back” feature, which is also available in the squad cars. He added, as for recording all the time, there are privacy issues, and some residents may not want to talk to Officers if they know they are being recorded. He noted

cameras provide transparency, but they might be considered intimidating, as they are creating public data.

Council Member Wong stated, under “Purpose”, the policy indicates that things can happen fast and evolve quickly. She asked whether Officers will really have the time to make discretionary decisions at the drop of a hat.

Mr. Duddeck stated the cameras have a large power button and they are easy to activate. He added the type of activation will depend upon the type of equipment.

Council Member Thorsen asked whether there is any indication, like a sound or light, when a body-worn camera is on. He asked whether an Officer could begin recording after a conversation has started. He stated many of these questions may have been addressed by the committee. He asked whether the committee meetings were recorded, and whether minutes were taken at the meetings. He noted this information should be made available to the public.

Mr. Duddeck stated the committee meetings were conducted via Zoom, and they were recorded. He added the meetings were short, work group meetings, and will not be ongoing. He noted after the recommendations were made, the group was basically released.

Council Member Thorsen stated the committee meetings were not open to the public. Mr. Duddeck confirmed this. Council Member Thorsen asked whether the policy decision is to keep cameras running all the time and then determine later whether to keep the recording and store it with one of the 7 evidence designations. He asked why the Police Department would want to keep something that is not evidence. He asked whether the cameras in police vehicles are always running. He asked whether there any overlap between the two policies.

Mr. Duddeck stated the body-worn cameras will be integrated with the in-car cameras and linked in the same system.

Council Member Thorsen stated his original question was how officers will know if their camera is on.

Mr. Duddeck stated that would be an operational question that City Staff can get the answer to. He added it will depend upon the equipment.

Council Member Thorsen stated he understands that anything can be videotaped or recorded, but this is a new system, and all the City’s Officers will be using this system. He added this will be different for members of the public and may discourage some people from interacting with the police.

Council Member Thorsen asked whether officers will be obligated to confirm when someone asks them if they are being recorded.

Chief Lauth stated, according to the policy, they are not required to advise someone that they are being recorded. He added Police Officers will be advised to respond and confirm that they are wearing a body camera and it is recording.

Council Member Thorsen stated the City and City Council should support this policy as it is a good thing, and it will improve public safety. He added he understands there will be some policy revisions down the road. He stressed the importance of reaching out to the general public and being proactive in providing information about these changes and the positive aspects of this new policy. He noted he would lean towards supporting having cameras always on, as that will eliminate uncertainties and questions.

Mr. Duddeck stated the concern related to having cameras recording all the time is the community relations aspect of policing. He added an officer may stop in at a downtown business to say hello and check in, and it would not be necessary to have the camera on. He stressed the importance of relying on officer instinct and timing.

Mr. Duddeck stated, as referenced in the email from Ms. During, residents are happy to see that this is going to be done, and cameras “on more than off would be best”.

Council Member Thorsen stated, in his experience as a Fire Fighter, the Police Department are often called upon to respond to medical calls. He asked how residents will be made aware that Officers could be entering their home with a body-worn camera. He asked what protections individuals will have if they seek medical attention but are worried about a Police Officer with a camera entering their home. He noted this might discourage people who need assistance from calling 9-1-1.

Chief Lauth stated privacy issues are of great concern, related to having a camera on all the time. He added there are some protections related to privacy issues.

Mr. Duddeck stated recordings can be viewed as a tool, as the City works toward getting the policy in place. He added the concerns raised by the City Council are valid, including when to record, giving officers the flexibility to decide when to record, and ensure continued public input and interaction on this policy. He noted there will be changes that will need to be made moving forward, and operational reviews, as well as gauging public response.

Mayor Furlong closed the public hearing at 7:31 p.m.

IX. CITY BUSINESS ACTION ITEMS & RECOMMENDATIONS

A. Body Worn Cameras

Mr. Duddeck requested City Council consideration of adoption of the proposed body-worn camera policy, and authorization to purchase equipment. He added the City Council’s feedback and comments on this issue is very much appreciated and taken to heart. He added it is expected that there will be issues that will arise, and the policy will need to be amended and enhanced and brought back to the City Council for recommended revisions.

Mr. Duddeck stated City staff recommends City Council approval of the body-worn camera policy as reviewed with approval to pursue acquisition of equipment.

On motion by Council Member Cole, seconded by Council Member Thorsen, with all present voting aye (5-0), motion carried to adopt Resolution No. 2021-009 Approving the Body-Worn Camera Policy for Law Enforcement.

Mr. Duddeck stated City Staff will continue to update the City Council regarding equipment and training processes, so they can be a part of it and also to be as public and transparent as possible. He added the possibility of body-worn cameras has been discussed at the City level for many years, and City Staff are proud of the successful efforts to move forward with this program.

B. Anchor View LLC – Third Amendment to Contract for Private Development

Mr. Duddeck reviewed the third amendment to the contract for private development for the Anchor View Apartments, the first two of which were related to closing dates. He added the third amendment is related to the TIF agreement. He noted the contract will be amended to reflect that a partial value will be in place in 2021 with full value for taxation in 2023.

On motion by Council Member Petersen, seconded by Council Member Wong, with all present voting aye (5-0), motion carried to approve Resolution No. 2021-010 Approving the Third Amendment for Contract for Private Development for Anchor View LLC.

C. Approval of Collateral Assignment and Subordination of Contract

Mr. Duddeck reviewed closing documents approving a subordination agreement related to the Old City Hall site, with the lender, Old National Bank. He added he is pleased that Old National is the lender, and also the lender on the downtown City Hall site development, as it is a branch of that bank that is located in the community and financing these two large projects. He noted this shows their commitment to the community.

On motion by Council Member Thorsen, seconded by Council Member Cole, with all present voting aye (5-0), motion carried to adopt Resolution No. 2021-011 Approving Collateral Assignment and Subordination of Contract for Private Development.

D. 2021 Committee Appointments

Mr. Duddeck reviewed the proposed 2021 Committee appointments, which are all re-appointments:

Economic Development Authority (EDA) – Chair Robert Dew

Parks & Recreation Commission – Sara Zahradka

Police Civil Service Commission – Robert Engwer, Jr.

Planning Commission – John Monge (appointed to the Commission in 2020, to complete a vacancy that was created)

Mr. Duddeck stated notification was placed on the City website looking for applicants for vacancies on the Planning Commission and Parks & Recreation Commission. Applications were received and candidates selected by Mayor Furlong after an interview process with Mr. Duddeck.

Mr. Duddeck stated 5 Planning Commission applications were received from Andrew Wise, Jason Nordby, Erik Brenna, Wayne Horan and James Schmidt. He added Mayor Furlong recommends the appointment of Andrew Wise and Eric Brenna.

Mr. Duddeck stated 3 Parks & Recreation Commission applications were received from Arthur Alvarez, Cassidy Schweer and Sarah Morrison. He added Mayor Furlong recommends appointment of Arthur Alvarez.

Mr. Duddeck stated, with regard to the EDA, two residents, Kevin Fuller and Archie Vickerman, have been attending EDA meetings for two years but were never formally sworn in as members. He added Mayor Furlong recommends appointment of Kevin Fuller and Archie Vickerman to the EDA. He noted the new term for EDA appointments will be 3 years, rather than 6 years, to be consistent with other Commissions.

Council Member Thorsen stated he does not have any objections to the appointments. He asked how Mayor Furlong conducted the selection process, and what criteria he used to choose the recommended candidates. He expressed concern that the City Council is expected to vote on this issue without being involved in the process.

Mayor Furlong stated he conducted a review of the candidates and interviews with Mr. Duddeck's assistance and determined the candidates who were the best fit for the position.

Mr. Duddeck stated these recommendations have historically been made by the Mayor, and this was the first time that City Staff advertised and received applications for the positions. He added applications were reviewed and candidates selected for interview, and the strongest candidates are being recommended for City Council approval.

Council Member Thorsen stated he understands these appointments are traditionally made by the Mayor, with City Council approval. He added his objection is that there should be more transparency about how and why these decisions were made. He noted it would be helpful for the City Council to review applicant documentation and forms that, in the past, were included in the meeting packet. He expressed the importance of involving the City Council since they are being asked to approve the appointments.

Council Member Thorsen asked whether the Environmental and Design Commissions, currently on hiatus, will continue to remain on hiatus. He asked how long hiatus should last. He noted he asks for the status of this every year.

Mayor Furlong stated this is an issue that the City Council can review at an upcoming workshop or retreat. He added interviews were conducted with every applicant.

Council Member Thorsen stated he does not object to the candidates, but rather the process. He added the City Council should be involved and have more information if they are required to vote on the candidates. He stressed the importance of clarifying roles and getting people engaged and involved.

On motion by Council Member Petersen, seconded by Council Member Wong, with Council Members Petersen, Cole, Wong, and Mayor Furlong voting aye, Council Member Thorsen voting nay (4-1), motion carried to adopt Resolution No. 2021-012 Approving Appointments to Commissions and Authorities for 2021.

E. Gambling Permit – Richardson Elementary PTA

Chief Lauth reviewed a request for gambling permit for Richardson Elementary PTA, which is a local permit and does not require State approval. The PTA was unable to have their event in 2020, but they are applying again this year in the hopes that they will be able to pull it off with Covid-related restrictions.

Chief Lauth stated City Staff recommends City Council approval of the gambling permit for Richardson Elementary PTA.

On motion by Council Member Thorsen, seconded by Council Member Petersen, with all present voting aye (5-0), motion carried to adopt Resolution No. 2021-015 Approving a Local Lawful Charitable Gambling Application for Richardson Elementary School Parents Support Group.

F. General Accounts Payable – Consent Agenda Item B

Council Member Thorsen stated he requested that this item be removed from the Consent Agenda for additional discussion and review. He added the City Council has expressed concern in the past that the City credit card statement is not always included in General Accounts Payable. He noted the City Council was told the statement would be included.

Finance Director Jason Zimmerman stated there is a process in place, but City Staff failed to meet the deadline for this meeting. He added it is his responsibility, and this was not done. He noted he will address the issue and adhere to the deadline.

Mr. Duddeck stated City Staff is planning to use Amazon Business platform that will eliminate credit card statements. He added Amazon Business will invoice the City for purchases with 55-day terms. He noted that will eliminate the numerous Amazon credit card charges.

Council Member Thorsen stressed the importance of following the General Accounts Payable policy. He added everyone who has a City credit card must submit receipts to the Finance Department on a timely basis. He noted this seems like a routine issue.

On motion by Council Member Thorsen, seconded by Council Member Wong, with all present voting aye (5-0), motion carried to approve Resolution No. 2021-013 Approving General Accounts Payable of \$4,710,256.45.

G. Utility Project Pay Voucher #9 (Consent Agenda Item D)

Council Member Thorsen stated he requested that this item be removed from General Accounts Payable for additional discussion and review. He added the pay voucher is on page 29 of 94 in the Council packet, although the pdf says it is 105 pages. He noted he has brought up this issue before, regarding changes to contracts that have already been approved by the City Council. He noted the City policy states that any contract changes, up to a certain amount, require City Council approval.

Council Member Thorsen stated he understands that construction projects can have unexpected issues. He added, according to the change order on page 39 of the packet, this work was already done before City Staff brought it back for City Council approval, and now it must be paid. He noted that is not correct procedure and policy, as any changes should be discussed by the City Council.

Council Member Thorsen stated the City is required by State statute to choose the lowest responsible bid, and the addition of changes orders could create a situation where the bid that is accepted is no longer the lowest bid. He added the City Council must hold contractors, engineers, and ourselves accountable. He noted, in future, City Staff should follow established policy, which could mean a special meeting of the City Council.

Council Member Thorsen stated he has no intention of voting against the item; however, in future any major contract changes should be reviewed by the City Council before they can occur.

Mr. Duddeck stated this is something that could be discussed at a workshop or retreat. He added Council Member Thorsen is correct, and this type of change happens all the time on these projects. He noted he assumes there will be additional costs with all the work that was completed in Fall 2020. He noted the City Council should review the policy for change orders.

On motion by Council Member Thorsen, seconded by Council Member Petersen, with all present voting aye (5-0), motion carried to approve Resolution No. 2021-014 Approving the 2020 Street and Utility Improvement Project Pay Voucher #9.

X. REPORTS OF CITY MANAGER AND DEPARTMENTS

Mr. Duddeck stated closing on the Anchor View Apartments is pending for January 27, 2021, with construction to begin immediately. He added that action will fulfill redevelopment of all three sites at Anchor Block. He thanked the City Council for their support and diligence in bringing the project through to redevelopment. He noted this will be a quite a transformation and will bring over 200 housing units and many new families into the community. He noted this is a proud moment in the redevelopment of North St. Paul.

Mr. Duddeck stated the former City Hall site redevelopment work continues, and traffic signals are now in place and operational. He added the developer hopes to get started with construction of a model home by February 1, 2021. He noted a non-matching grant opportunity for street improvements in the downtown area is being considered.

Mr. Duddeck stated City Hall will be open to the public on February 1, 2021. In-person City Council meetings will resume in City Hall that week, with social distancing in Council Chambers and Zoom online capacity for people to join in. He noted 1.5 City Staff members are still working remotely.

Mr. Duddeck stated he would like to confirm the date of February 23, 2021 at 5:00 p.m. for a City Council retreat. He added the retreat will probably be in the training room. The City Council agreed.

Mr. Duddeck stated formal photographs of the City Council will be taken on February 2, 2021 beginning at 5:00 p.m. prior to the City Council's workshop.

XI. REPORTS OF COUNCIL, COMMISSIONS & COMMITTEES

Council Member Cole stated he would like to welcome newly appointed Parks & Recreation Commissioner Alvarez. He added he is excited to have him on the Commission, and to meet him

on the Commission's next Zoom meeting on January 27, 2021 at 6:30 p.m. He noted this meeting will include consideration of an outdoor recreation matching grant program for parks programming and development.

Council Member Wong stated the next Planning Commission meeting is scheduled for February 4, 2021 at 6:00 p.m. on Zoom. She added she looks forward to welcoming the new Planning Commissioners.

Mr. Duddeck stated an additional informal Planning Commission meeting is being scheduled for January 28, 2021. He added, in addition to a new City Council liaison, Council Member Wong, there are 2 new Commissioners as well as a new contract City Planner from WSB. He noted there is a fair amount of turnover, and an informal meeting will be helpful in preparation for the February 4, 2021 meeting, as referenced by Council Member Wong.

Council Member Petersen stated she plans to attend the League of Minnesota Cities Board meeting on Thursday January 22, 2021. She added a Metropolitan Cities Zoom meeting is coming up regarding the current legislative session, and several lawmakers will be in attendance. She noted she participates in a Minnesota Women in City Government networking group, and she has provided the schedule and other information for Council Member Wong.

Council Member Thorsen stated the EDA met on Tuesday January 12, 2021 and appointed Robert Dew as Chair, Kevin Fuller as Vice Chair and Don Jensen as Treasurer. He added there was some discussion about potential development of a downtown parcel that is going into foreclosure, and whether the property would serve a public purpose, potentially including expansion of downtown parking. He noted the EDA recommended that City Staff look into it and bring forward to the City Council for recommendations. He noted the EDA's next meeting will be a Zoom meeting on the 2nd Tuesday of February 2021 at 3:30 p.m.

Council Member Thorsen stated the Business Association was unable to meet in December 2020 due to Covid-related restrictions but there are plans to meet at the American Legion on Tuesday, February 9, 2021 at 11:30 a.m. with social distancing in place. He added it is hoped that local businesses will be back in attendance, and that local businesses who received CARES grant funding will come to the meetings and get involved.

Mayor Furlong stated Rich McNamara has stepped down from the EDA. He added he brought a wealth of knowledge and support to the EDA for many years.

XII. GENERAL BUSINESS

Council Member Cole stated he and Council Member Wong have started the League of Minnesota Cities' Elected Leaders Institute 6-week training program on Zoom, as well as informal individual study. He added he saw Council Member Peterson in the meeting today.

Council Member Wong stated she is participating in League of Minnesota Cities training with Council Member Cole. She added she has been invited to participate in a network of Minnesota elected officials who identify as black, indigenous or person of color. She added the network will meet Friday at 8:30 a.m. and she plans to attend.

Council Member Thorsen stated, to follow up on comments made regarding the clearing of fire hydrants, it is disappointing that this topic gets brought up year after year. He added, as a former Fire Fighter for over 10 years, it is important that fire hydrants are cleared of snow in case of emergency. He noted he hopes this can be resolved, and he asked the City Manager to follow up.

Mr. Duddeck agreed, and stated it is disheartening to hear this happened again. He added he will definitely follow up.

Mayor Furlong stated he plans to attend a live event on Friday, January 23, 2021, when Apollo Heating will be donating a new furnace to a resident who is a veteran. He added the event will be broadcast on Twin Cities Live.

XIII. CLOSED SESSION

There was no closed session.

XIV. ADJOURNMENT

There being no further business, on motion by Council Member Thorsen, Seconded by Council Member Petersen, with all present voting aye (5-0), Mayor Furlong adjourned the meeting at 8:31 p.m.

Terrence J. Furlong, Mayor

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

Housing and Redevelopment Authority
January 19, 2021
Proposed Regular Meeting Minutes

I. CALL TO ORDER

Chair Furlong called the meeting to order at 8:36 p.m.

II. ROLL CALL

Present: Chair Terry Furlong, Commission Members Scott Thorsen, Candy Petersen, Tim Cole, Lisa Wong and Executive Director Scott Duddeck.

Staff: Jennie Kloos, Kari Erpenbach

III. HRA ACTION ITEMS & RECOMMENDATIONS

A. Sale of HRA Student Built Home Located at 2198 2nd Street.

The new student built home at 2198 2nd Street is under construction and nearing completion.

The appraisal for the property has been valued at \$367,000 with the full appraisal report within the documents attached.

City Staff is seeking approval to advertise the property for sale on the city website and social media sites until 1:00pm on February 4, 2021.

Staff proposes to seek sealed bids for the sale of the property with a minimum bid of \$360,000.00.

Bids will be publicly opened and read aloud at 1:00pm on February 4, 2021.

Member Petersen moved and Member Cole seconded, authorizing staff to advertise and seek sealed bids for the sale of the property located at 2198 2nd Street North, with a minimum bid of \$360,000.00. Motion passed 5-0.

IV. ADJOURNMENT

Member Thorsen moved and Member Wong seconded to adjourn. Motion passed 5-0. Meeting adjourned at 8:58 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: February 2, 2021
SUBJECT: Recommendation of approval of GENERAL claims list.

Claim Date

1/29/2021 Payroll Register DD		\$124,498.46
1/29/2021 Payroll Direct Payables		\$99,547.53
1/29/2021 Fire Payroll Register DD		\$11,670.25
1/29/2021 Fire Payroll Direct Payables		\$3,429.83
	Payroll Subtotal	<u>\$239,146.07</u>

1/19/2021 Check Void/Reissued	137682	\$ 203.59
1/20/2021 Check Void/Reissued	137683	\$ 27,177.50
1/15/2021 A/P Checks	137681	980.00
2/3/2021 A/P Checks	137684-137759	\$ 318,642.06
2/3/2021 Drafts	000964-000974	\$ 50,881.93
	AP Subtotal	<u>\$ 397,885.08</u>

Grand Total \$ 637,031.15

Approved this 2nd day of February 2021

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

PAYROLL NO: 01 City of North St. Paul

PAYROLL DATE: 1/29/2021

*** REGISTER TOTALS ***

REGULAR CHECKS:		
DIRECT DEPOSIT REGULAR CHECKS:	59	124,498.46
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		

TOTAL CHECKS:	59	124,498.46

*** NO ERRORS FOUND ***

** END OF REPORT **

PACKET: 04755 1/29/2021 PAYROLL - 9
 VENDOR SET: 01 City of North St Paul *** DRAFT/OTHER LISTING ***
 BANK: AP PREMIER BANK

VENDOR	I.D.	NAME	ITEM TYPE	PAID DATE	DISCOUNT	AMOUNT	ITEM NO#	ITEM AMOUNT
E05000		EFTPS						
	I-T1 202101266581	FEDERAL WITHHOLDING	D	1/29/2021		19,126.50	000958	
	I-T3 202101266581	FICA TAXES	D	1/29/2021		15,158.96	000958	
	I-T4 202101266581	MEDICARE TAXES	D	1/29/2021		5,596.92	000958	39,882.38
I09137		I C M A DISTRIBUTION CENTER						
	I-2 202101266581	EMP/EMPR DEFERRED COMP	D	1/29/2021		10,210.98	000959	
	I-21 202101266581	EMP/EMPR DEFERRED COMP	D	1/29/2021		2,304.50	000959	
	I-26 202101266581	LOAN PAYMENTS TO ICMA	D	1/29/2021		399.71	000959	
	I-2CM202101266581	CITY MGR 9% DEFERRED COMP	D	1/29/2021		669.66	000959	
	I-2IR202101266581	EMP/EMPR DEFERRED COM	D	1/29/2021		1,540.00	000959	15,124.85
M12900		MNEFTS						
	I-T2 202101266581	MN Income Tax WH	D	1/29/2021		8,351.45	000960	8,351.45
P16470		P E R A						
	I-91 202101266581	6634-00 REG PERA	D	1/29/2021		15,838.66	000961	
	I-92 202101266581	6634-00 PERA PD	D	1/29/2021		20,350.19	000961	36,188.85

* * 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:	4	0.00	99,547.53	99,547.53
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:	 4	 0.00	 99,547.53	 99,547.53

PACKET: 04755 1/29/2021 PAYROLL - 9

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

BANK: ALL

** REGISTER GRAND TOTALS *

* * 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:	4	0.00	99,547.53	99,547.53
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	99,547.53	99,547.53

** POSTING PERIOD RECAP **

FUND	PERIOD	AMOUNT
001	1/2021	61,408.97CR
048	1/2021	3,241.56CR
049	1/2021	2,897.35CR
050	1/2021	27,557.32CR
052	1/2021	2,669.66CR
053	1/2021	525.21CR
101	1/2021	814.68CR
102	1/2021	432.78CR
=====		
ALL		99,547.53CR

TOTAL ERRORS: 0

TOTAL WARNINGS: 0

PAYROLL NO: 01 City of North St. Paul

PAYROLL DATE: 1/29/2021

*** REGISTER TOTALS ***

REGULAR CHECKS:		
DIRECT DEPOSIT REGULAR CHECKS:	28	11,670.25
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:	1	

TOTAL CHECKS:	28	11,670.25

*** NO ERRORS FOUND ***

** END OF REPORT **

PACKET: 04756 1/29/2021 FIRE PAYROLL -
 VENDOR SET: 01 City of North St Paul *** DRAFT/OTHER LISTING ***
 BANK: AP PREMIER BANK

VENDOR	I.D.	NAME	ITEM TYPE	PAID DATE	DISCOUNT	AMOUNT	ITEM NO#	ITEM AMOUNT

E05000		EFTPS						
	I-T1	202101266582	FEDERAL WITHHOLDING	D	1/29/2021	950.65	000962	
	I-T3	202101266582	FICA TAXES	D	1/29/2021	1,739.36	000962	
	I-T4	202101266582	MEDICARE TAXES	D	1/29/2021	406.80	000962	3,096.81
M12900		MNEFTS						
	I-T2	202101266582	MN Income Tax WH	D	1/29/2021	333.02	000963	333.02

* * 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	3,429.83	3,429.83
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	3,429.83	3,429.83

VENDOR	NAME / I.D.	DESC	CHECK	CHECK	DISCOUNT	AMOUNT	CHECK	CHECK
			TYPE	DATE			NO#	AMOUNT
M13056	CITY OF MAPLEWOOD							
	I-202101206570	NOV 2020 UB MAPLEWOOD	R	1/20/2021		27,177.50CR	137683	27,177.50

* * T O T A L S * *		NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:		1	0.00	27,177.50	27,177.50
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:		1	0.00	27,177.50	27,177.50

TOTAL ERRORS: 0

TOTAL WARNINGS: 0

VENDOR	NAME / I.D.	DESC	CHECK	CHECK	DISCOUNT	AMOUNT	CHECK	CHECK
			TYPE	DATE			NO#	AMOUNT
E05112	ELK RIVER WINLECTRIC CO							
	I-32337901	10 FT CONDUIT	R	1/15/2021		980.00CR	137681	980.00

* * T O T A L S * *		NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:		1	0.00	980.00	980.00
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
REGISTER TOTALS:		1	0.00	980.00	980.00

TOTAL ERRORS: 0

TOTAL WARNINGS: 0

PACKET: 04766 Regular Payments

VENDOR SET: 01

BANK : AP PREMIER BANK

**** CHECK LISTING ****

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
1	WS&D PERMIT SERVICES INC							
	I-202101286597	WS&D PERMIT SERVICES INC:	R	2/03/2021		133.85CR	137684	133.85
1	DEAN'S PROFESSIONAL							
	I-202101286598	DEAN'S PROFESSIONAL:	R	2/03/2021		34.88CR	137685	34.88
A01009	A B M EQUIPMENT & SUPPLY							
	I-0165823-IN	801 V MAC OIL KIT	R	2/03/2021		140.38CR	137686	140.38
A01051	ACROSS THE STREET PRODUCTIONS							
	I-INV06546	HAZARD ZONE TRAINING	R	2/03/2021		2,243.00CR	137687	2,243.00
A01184	AMAZON CAPITAL SERVICES							
	I-1MMT-WRWK-Q66R	IPAD CASE, CANDY, HAND CLEANR	R	2/03/2021		309.38CR	137688	309.38
A01200	AMERICAN MAILING MACHINES							
	I-IN103503	FORMAX LETTER OPENER	R	2/03/2021		2,195.00CR	137689	2,195.00
A01310	ASPEN MILLS							
	I-265837	CAPTAIN UNIFORM UPDATE	R	2/03/2021		62.85CR	137690	
	I-265850	LIEUTENANT UNIFORM UPDATE	R	2/03/2021		62.85CR	137690	
	I-265857	LIEUTENANT UNIFORM UPDATE	R	2/03/2021		62.85CR	137690	
	I-265860	ASST CHIEF UNIFORM UPDATE	R	2/03/2021		197.00CR	137690	385.55
A22500	ANITA JADER PHOTOGRAPHY							
	I-202101266580	FIRE DEPARTMENT PHOTOS	R	2/03/2021		1,760.00CR	137691	1,760.00
B02023	BAKER TILLY MUNICIPAL ADVISORS							
	I-BTMA8204	TIF PROFESSIONAL SERVICES	R	2/03/2021		12,330.00CR	137692	12,330.00
B02049	BATTERIES PLUS BULBS							
	I-P35562402	BATTERIES	R	2/03/2021		59.95CR	137693	59.95
B02156	BORDER STATES ELECTRIC							
	I-921391092	PEDESTAL CONNECTOR	R	2/03/2021		804.24CR	137694	804.24
C03002	CAMPBELL KNUTSON PA							
	I-2076-0061G-29	DEC 2020 LEGAL SERVICES	R	2/03/2021		726.00CR	137695	
	I-2076-0063G-28	DEC 2020 LEGAL SERVICES	R	2/03/2021		107.80CR	137695	
	I-2076-0067G-28	DEC 2020 LEGAL SERVICES	R	2/03/2021		2,821.50CR	137695	3,655.30
C03004	THE COLLINS GROUP, INC.							
	I-I01260952	FLAGS	R	2/03/2021		1,198.85CR	137696	1,198.85

PACKET: 04766 Regular Payments

VENDOR SET: 01

BANK : AP PREMIER BANK

**** CHECK LISTING ****

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
C03041	FLEETPRIDE							
	I-65077449	711 FITTINGS	R	2/03/2021		65.14CR	137697	65.14
C03066	CINTAS							
	I-4072645860	UNIFORM SERVICES	R	2/03/2021		74.52CR	137698	
	I-4072645874	UNIFORM SERVICES	R	2/03/2021		8.50CR	137698	
	I-4072645963	UNIFORM SERFVICES	R	2/03/2021		105.22CR	137698	
	I-4073308293	UNIFORM SERVICES	R	2/03/2021		74.52CR	137698	262.76
C03074	CIT SEWER SOLUTIONS							
	I-4908	SANITARY SEWER REPAIR	R	2/03/2021		9,250.13CR	137699	9,250.13
C03091	CES IMAGING							
	I-INV121031	NOV PLOTTER/COPIER LEASE	R	2/03/2021		264.30CR	137700	
	I-INV122135	DEC PLOTTER/COPIER LEASE	R	2/03/2021		261.90CR	137700	526.20
C03108	CIVICPLUS							
	I-208009-2020	CIVICREC ANNUAL FEE 2020	R	2/03/2021		1,585.25CR	137701	
	I-208009-2021	CIVIC ANNUAL FEE 2021	R	2/03/2021		4,755.75CR	137701	
	I-208044	CIVICCLERK ANNUAL FEE	R	2/03/2021		9,110.64CR	137701	15,451.64
C03192	CRESCENT ELECTRIC SUPPLY CO							
	I-S508677192.001	FUSE HOLDER	R	2/03/2021		259.26CR	137702	259.26
E05035	E G RUD & SONS INC							
	I-42518	BERWALD ADDITION PLAT	R	2/03/2021		6,561.50CR	137703	
	I-42519	BERWALD ADDITION PLAT	R	2/03/2021		1,147.00CR	137703	
	I-42861	SURVEY/FINAL PLAT	R	2/03/2021		1,825.73CR	137703	
	I-43210	BERWALD ADDITION PLAT	R	2/03/2021		7,453.50CR	137703	
	I-43473	SURVEY OF 2483 2ND AVE	R	2/03/2021		2,580.00CR	137703	19,567.73
E05053	EDUCATION RESOURCE PARTNERS. INC							
	I-116	COMM CONSULT 11/23-12/4	R	2/03/2021		2,250.00CR	137704	
	I-117	COMM CONSULT 12/6-12/18	R	2/03/2021		2,625.00CR	137704	
	I-118	COMM CONSULT 12/21-12/31	R	2/03/2021		1,500.00CR	137704	6,375.00
F06001	FACTORY MOTOR PARTS CO							
	I-1-6692582	799 GENERATOR BATTERIES	R	2/03/2021		376.72CR	137705	376.72
F06008	ENTIRA FAMILY CLINICS							
	I-202101286586	COVID TESTING	R	2/03/2021		85.00CR	137706	
	I-202101286587	COVID TESTING	R	2/03/2021		98.00CR	137706	183.00

PACKET: 04766 Regular Payments

VENDOR SET: 01

BANK : AP PREMIER BANK

**** CHECK LISTING ****

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
G07176	GOPHER STATE ONE CALL							
	I-1000641	2021 ANNUAL FACILITY OPER FEE	R	2/03/2021		50.00CR	137707	50.00
G07280	GRAINGER INC							
	I-9769158636	503 JIB SWITCH	R	2/03/2021		20.74CR	137708	
	I-9770150515	098 LOW PROFILE DRAIN PAN	R	2/03/2021		548.08CR	137708	
	I-9772137502	503 SWITCH	R	2/03/2021		63.95CR	137708	632.77
H08165	HOME DEPOT							
	I-3063987	MAINTENANCE SUPPLIES	R	2/03/2021		21.98CR	137709	21.98
H14077	CORE & MAIN LP							
	I-N551067	WATER MAIN BREAK CLAMPS	R	2/03/2021		491.16CR	137710	491.16
I09045	IMPACT							
	I-151240	JAN STATEMENTS/BILLS/DRAFTS	R	2/03/2021		4,816.93CR	137711	4,816.93
I09178	STUART C IRBY CO							
	I-S012226845.001	HEATSHRINK	R	2/03/2021		817.50CR	137712	
	I-S012249720.001	SOCKET ATTACHMENTS	R	2/03/2021		483.88CR	137712	1,301.38
J10184	JOHN FRYE DISTRIBUTING							
	I-201083	098 SHOP TOOLS	R	2/03/2021		102.98CR	137713	102.98
K11155	KIESLER POLICE SUPPLY							
	I-SI101367	FIREARMS - GLOCK 45 MOS (3)	R	2/03/2021		1,531.50CR	137714	
	I-SI101368	FIREARMS - GLOCK 45 MOS (8)	R	2/03/2021		4,059.00CR	137714	5,590.50
L12099	LAW ENFORCEMENT LABOR SERVICES							
	I-202101226574	JAN 2021 UNION DUES PD	R	2/03/2021		1,016.05CR	137715	1,016.05
L12194	LEAGUE OF MINN CITIES							
	I-333522	LMC ELECTED LDRS INSTITUTE	R	2/03/2021		350.00CR	137716	350.00
L12388	LOCATORS & SUPPLIES INC							
	I-0289636-IN	LOCATE FLAGS	R	2/03/2021		569.84CR	137717	569.84
L12451	L T G POWER EQUIPMENT							
	I-255352	620 ENGINE PARTS	R	2/03/2021		128.78CR	137718	128.78
M13025	MERIT ELECTRIC CO							
	I-72533	7TH AVE ELECTRIC SERV CONVERT	R	2/03/2021		1,950.00CR	137719	
	I-72534	2510 7TH AVE ELEC CONVERT	R	2/03/2021		3,850.00CR	137719	5,800.00

PACKET: 04766 Regular Payments

VENDOR SET: 01

BANK : AP PREMIER BANK

**** CHECK LISTING ****

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
M13035	MACQUEEN EQUIPMENT CO							
	I-16622	FIREFIGHTER GEAR/BOOTS	R	2/03/2021		9,482.20CR	137720	
	I-16623	FIREFIGHTER BOOTS (2)	R	2/03/2021		1,045.44CR	137720	10,527.64
M13081	MUNICIPAL EMERGENCY SERVICES							
	I-SO1432897	20" SUPER VAC	R	2/03/2021		2,711.71CR	137721	2,711.71
M13110	MENARDS-OAKDALE							
	I-14924	FUSE & BREAKER FOR WELL #2	R	2/03/2021		42.73CR	137722	
	I-15059	TOOLS - TRAINING ROOM FLOOR	R	2/03/2021		109.89CR	137722	
	I-15116	WELL #2 REPAIRS	R	2/03/2021		10.74CR	137722	
	I-15238	TOOLS - TRAINING ROOM FLOOR	R	2/03/2021		21.48CR	137722	184.84
M13192	MN BENEFIT ASSOC							
	I-2021-0118567	MBA FEB 2021 COVERAGE	R	2/03/2021		71.17CR	137723	71.17
M13232	MN DEPT OF LABOR & INDUSTRY							
	I-ABR0248084X	ANNUAL BOILER PERMIT	R	2/03/2021		10.00CR	137724	
	I-ABR0249020X	ANNUAL PRESSURE VESSEL	R	2/03/2021		20.00CR	137724	
	I-ALR0111559X	ANNUAL ELEVATOR PERMIT	R	2/03/2021		100.00CR	137724	130.00
M13240	MN MUNICIPAL UTILITIES ASSOC							
	I-55954	2020 DRUG & ALCOHOL TESTING	R	2/03/2021		651.00CR	137725	651.00
M13247	MN POLLUTION CONTROL AGENCY							
	I-10000111603	MPCA PETROLEUM BROWNFIELDS	R	2/03/2021		687.50CR	137726	687.50
M14074	MNSPECT LLC							
	I-8495	NOV INSPECTIONS/PERMIT FEES	R	2/03/2021		19,170.37CR	137727	
	I-8536	DEC INSPECTIONS/PERMIT FEES	R	2/03/2021		11,910.91CR	137727	31,081.28
M16475	NCPERS GROUP LIFE INS.							
	I-663400022021	FEB 2021 INSURANCE PAYMENT	R	2/03/2021		144.00CR	137728	144.00
N07096	NAPA AUTO PARTS							
	I-3617-068232	412 CONVEX MIRROR	R	2/03/2021		31.99CR	137729	
	I-3617-072302	617 BULBS	R	2/03/2021		49.98CR	137729	
	I-3617-073006	802 HORN SWITCH	R	2/03/2021		69.99CR	137729	
	I-3617-073371	503 DRILL BIT	R	2/03/2021		39.99CR	137729	
	I-3617-073503	OIL FOR SERVICE WORK	R	2/03/2021		52.56CR	137729	
	I-3617-073545	714 AIR FILTERS	R	2/03/2021		66.49CR	137729	
	I-3617-073638	707 SWAY BAR BUSHINGS	R	2/03/2021		42.98CR	137729	
	I-3617-073707	714 NUT	R	2/03/2021		6.39CR	137729	360.37

PACKET: 04766 Regular Payments

VENDOR SET: 01

BANK : AP PREMIER BANK

**** CHECK LISTING ****

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
N14080	NUSS TRUCK & EQUIPMENT							
	I-4654522P	504 BRAKE CHAMBER	R	2/03/2021		145.08CR	137730	
	I-4654685P	504 BRAKE CHAMBER	R	2/03/2021		145.08CR	137730	290.16
N14093	NEATON BROTHERS EROSION LLC							
	I-35531	EROSION CONTROL KWIK TRIP	R	2/03/2021		1,500.00CR	137731	1,500.00
N14106	NOVA-FROST, INC							
	I-PAYVOUCHER#4	2020 SANITARY SEWER PROJECT	R	2/03/2021		28,500.00CR	137732	28,500.00
N14146	COMPASS MINERALS							
	I-742951	ROAD SALT	R	2/03/2021		10,713.77CR	137733	
	I-743820	ROAD SALT	R	2/03/2021		1,480.27CR	137733	12,194.04
N14201	NO ST PAUL BUSINESS ASSOC							
	I-1850	MEMBERSHIP DUES	R	2/03/2021		450.00CR	137734	450.00
P16261	PINE CREEK SERVICES							
	I-18901	DEC WINDOW WASHING	R	2/03/2021		100.00CR	137735	
	I-18999	JAN WINDOW WASHING	R	2/03/2021		200.00CR	137735	300.00
Q17000	Q3 CONTRACTING INC							
	I-TMN2731833	TRAFFIC CNTRL SIGNS 11TH/3RD	R	2/03/2021		239.00CR	137736	
	I-TMN2746339	TRAFFIC CONTROL SIGN SEPPALA	R	2/03/2021		2,629.60CR	137736	2,868.60
R18030	RDO EQUIPMENT COMPANY							
	I-P8653201	508 SPEEDO CABLE	R	2/03/2021		978.15CR	137737	978.15
R18170	CITY OF ROSEVILLE							
	I-0229704	NORTHSTP.COM DOMAIN RENEW	R	2/03/2021		71.97CR	137738	71.97
S18996	SAFE-FAST INC							
	I-INV241250	SAFETY JACKETS	R	2/03/2021		269.75CR	137739	269.75
S19003	INNOVATIVE OFFICE SOLUTIONS LLC							
	C-SCN-102790	OFFICE SUPPLIES RETURN	R	2/03/2021		115.99	137740	
	I-IN3158019	OFFICE SUPPLIES	R	2/03/2021		21.99CR	137740	
	I-IN3159232	OFFICE SUPPLIES	R	2/03/2021		21.99CR	137740	
	I-IN3164549	OFFICE SUPPLIES	R	2/03/2021		109.17CR	137740	
	I-IN3174800	OFFICE SUPPLIES	R	2/03/2021		14.33CR	137740	
	I-IN3178009	OFFICE SUPPLIES	R	2/03/2021		29.25CR	137740	80.74

PACKET: 04766 Regular Payments

VENDOR SET: 01

BANK : AP PREMIER BANK

**** CHECK LISTING ****

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
S19005	SAFETY SIGNS							
	I-20002486	DETOUR TRAFFIC SIGNS	R	2/03/2021		393.00CR	137741	393.00
S19106	SITE ONE LANDSCAPE SUPPLY							
	C-104665656-001	IRRIGATION SUPPLIES	R	2/03/2021		39.71	137742	
	C-105143533-001	IRRIGATION SUPPLIES RETURN	R	2/03/2021		126.17	137742	
	I-104642426-001	IRRIGATION SUPPLIES	R	2/03/2021		82.42CR	137742	
	I-104727524-001	IRRIGATION SUPPLIES	R	2/03/2021		370.94CR	137742	
	I-104953408-001	IRRIGATION SUPPLIES	R	2/03/2021		119.74CR	137742	
	I-105034942-001	IRRIGATION SUPPLIES	R	2/03/2021		59.72CR	137742	466.94
S19130	SKB ENVIRONMENTAL							
	I-RI65595	TIF 4-8 DISPOSAL IMPACTED SOIL	R	2/03/2021		789.50CR	137743	
	I-RI66130	TIF 4-8 IMPACTED SOIL DISPOSAL	R	2/03/2021		6,697.49CR	137743	
	I-RI66131	TIF 4-8 IMPACTED SOIL DISPOSAL	R	2/03/2021		11,731.40CR	137743	19,218.39
S19409	STAR TRIBUNE							
	C-C26665	CREDIT FOR ORDER 0000376555	R	2/03/2021		102.18	137744	
	I-I00375969-12072020	PUBLIC NOTICE CASEY LK AERATN	R	2/03/2021		34.73CR	137744	
	I-I00375969-12112020	PUBLIC NOTICE CASEY LK AERATN	R	2/03/2021		34.73CR	137744	
	I-I00376555-12132020	ORDINANCE 793 PUBLICATION	R	2/03/2021		102.18CR	137744	
	I-I00376555-12202020	ORDINANCE 793 PUBLICATION	R	2/03/2021		102.18CR	137744	
	I-I00377133-12202020	ORDINANCE 794 PUBLICATION	R	2/03/2021		85.15CR	137744	256.79
S19433	STAPLES ADVANTAGE							
	I-3465211583	COPY PAPER, TP, & FOLDERS	R	2/03/2021		559.32CR	137745	
	I-3465211584	COPY PAPER	R	2/03/2021		9.99CR	137745	
	I-3467373149	OFFICE SUPPLIES - RECORDS	R	2/03/2021		60.99CR	137745	630.30
S19450	STREICHERS							
	I-I1473632	FIREARMS EQUIPMENT/TRAINING	R	2/03/2021		2,489.75CR	137746	
	I-I1476944	FIELD PERSONAL PROTECT EQUIP	R	2/03/2021		1,028.14CR	137746	
	I-I1476971	FIELD PERSONAL PROTECT EQUIP	R	2/03/2021		8,626.61CR	137746	12,144.50
S19485	SUN LIFE FINANCIAL							
	I-202101226579	JAN 2021 LIFE INSURANCE	R	2/03/2021		1,381.51CR	137747	
	I-202101286596	JAN 2021 LTD INSURANCE COVER	R	2/03/2021		1,579.71CR	137747	
	I-202101286599	FEB 2021 LTD COVERAGE	R	2/03/2021		1,539.68CR	137747	4,500.90
S19486	SUPERIOR PROPERTY MAINTEN							
	I-9862	BOBCAT SNOW REMOVAL	R	2/03/2021		3,990.00CR	137748	3,990.00

1/29/2021 8:21 AM

A / P CHECK REGISTER

PAGE: 7

PACKET: 04766 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
T20076	TOSHIBA FINANCIAL SERVICES							
	I-5013133925	JAN COPIER LEASE COMM DEV	R	2/03/2021		496.58CR	137749	
	I-5013380269	JAN 2021 FINANCE COPIER LEASE	R	2/03/2021		389.98CR	137749	886.56
T20191	TIMESAVER OFF SITE SECRETARIAL INC.							
	I-M26158	1/5 CC SECRETARIAL SERVICE	R	2/03/2021		223.00CR	137750	223.00
T20192	T-MOBILE							
	I-202101226571	CITY MANAGER CELL PHONE PURCHA	R	2/03/2021		892.81CR	137751	
	I-202101226572	TABLETS CARDS PHONE 11/9-12/8	R	2/03/2021		927.16CR	137751	
	I-202101226573	TABLETS CARDS PHONE 12/9-1/21	R	2/03/2021		625.07CR	137751	
	I-202101226578	FD/PD CARDS/INTRNET 12/11-1/10	R	2/03/2021		615.55CR	137751	3,060.59
T20232	TOTAL TOOL							
	I-01441200	BATTERY CRIMPER REPAIR	R	2/03/2021		442.67CR	137752	442.67
T20285	TRI STATE BOBCAT INC							
	I-A82615	606 PIN FOR BOOM	R	2/03/2021		34.06CR	137753	34.06
T20466	TWIN CITIES TRANSPORT & RECOVERY							
	I-20-1213-25704	VEHICLE TOW	R	2/03/2021		100.00CR	137754	100.00
U21099	UNIQUE PAVING MATERIALS							
	I-57823	COLD MIX POTHOLE PATCHING	R	2/03/2021		931.50CR	137755	931.50
V01101	VERIZON WIRELESS							
	I-9870913386	BROADBAND SERVICE 12/11-1/10	R	2/03/2021		525.17CR	137756	525.17
V22049	VEIT DISPOSAL SYSTEMS							
	I-T10000023062	TIF 4-8 DEMO DEBRIS DISPOSAL	R	2/03/2021		3,236.83CR	137757	
	I-T10000023162	TIF 4-8 DEMO DEBRIS DISPOSAL	R	2/03/2021		8,495.37CR	137757	
	I-T10000023195	TIF 4-8 DEMO DEBRIS DISPOSAL	R	2/03/2021		8,228.54CR	137757	
	I-T10000023225	TIF 4-8 DEMO DEBRIS DISPOSAL	R	2/03/2021		5,943.82CR	137757	
	I-T10000023254	TIF 4-8 DEMO DEBRIS DISPOSAL	R	2/03/2021		1,690.77CR	137757	
	I-T10000023292	TIF 4-8 DEMO DEBRIS DISPOSAL	R	2/03/2021		3,284.67CR	137757	
	I-T10000023423	TIF 4-8 DEMO DEBRIS DISPOSAL	R	2/03/2021		112.46CR	137757	
	I-T10000023644	TIF 4-8 DEMO DEBRIS DISPOSAL	R	2/03/2021		152.41CR	137757	31,144.87
W23500	WSB & ASSOCIATES INC							
	I-R-015209-444-11	NOV 2020 GEN PLANNING SERVICE	R	2/03/2021		3,500.00CR	137758	
	I-R-015311-000-4	NOV 2020 GEN SERV WATER	R	2/03/2021		182.00CR	137758	
	I-R-015316-000-6	OCT 2020 COMMUNITY SERVICES	R	2/03/2021		1,164.50CR	137758	4,846.50

VENDOR	NAME / I.D.	DESC	CHECK	CHECK	DISCOUNT	AMOUNT	CHECK	CHECK
			TYPE	DATE			NO#	AMOUNT
Z26047	ZAYO GROUP LLC							
	I-2020120011274	DEC 2020 DARK FIBER SERVICE	R	2/03/2021		5,239.60CR	137759	
	I-2021010011274	ANNUAL FIBER SERVICE FEE	R	2/03/2021		37,113.47CR	137759	42,353.07

PACKET: 04766 Regular Payments

VENDOR SET: 01

BANK : AP PREMIER BANK

*** DRAFT/OTHER LISTING ***

VENDOR	NAME / I.D.	DESC	ITEM	PAID	DISCOUNT	AMOUNT	ITEM	ITEM
			TYPE	DATE			NO#	AMOUNT
E05241	ELAVON							
	I-202101226577	DEC 2020 CREDIT CARD SERVICES	D	1/05/2021		11,835.90CR	000964	11,835.90
G07113	GLOBALPAYMENTS							
	I-202101276583	CC MACHINE & DEC GPI SERVICES	D	1/05/2021		566.55CR	000966	566.55
N14207	CITY OF NORTH ST PAUL							
	I-202101226575	NOV 2020 UTILITY BILL	D	1/05/2021		10,454.27CR	000967	10,454.27
F06476	FP MAILING SOLUTIONS							
	I-202101286588	PREPAID POSTAGE	D	1/14/2021		500.00CR	000965	500.00
P16470	P E R A							
	I-145131	PERA RETRO BILLING	D	1/21/2021		3,100.00CR	000969	3,100.00
T20192	T-MOBILE							
	I-202101286591	CELL PHONE 12/11/20-1/10/21	D	2/03/2021		2,311.37CR	000970	2,311.37
N14207	CITY OF NORTH ST PAUL							
	I-202101226576	DEC 2020 UTILITY BILL	D	2/05/2021		9,706.15CR	000968	9,706.15

* * T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	76	0.00	318,642.06	318,642.06
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	7	0.00	38,474.24	38,474.24
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:	83	0.00	357,116.30	357,116.30

ERROR LISTING

CHECK #	VENDOR	NAME	PAGE	ERROR MESSAGE	NOTES
000965	01-F06476	FP MAILING SOLUTIONS	9	CHECK DATE < PAY DATE	TRAN NO#: I-202101286588
TOTAL ERRORS:		0	TOTAL WARNINGS:		1

VENDOR	NAME / I.D.	DESC	ITEM TYPE	PAID DATE	DISCOUNT	AMOUNT	ITEM NO#	ITEM AMOUNT
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** POSTING PERIOD RECAP **

FUND	PERIOD	AMOUNT

001	1/2021	1,142.99CR
001	2/2021	131,509.69CR
002	2/2021	110.00CR
032	2/2021	675.00CR
039	2/2021	675.00CR
045	2/2021	675.00CR
046	2/2021	675.00CR
048	1/2021	7,552.29CR
048	2/2021	10,012.27CR
049	1/2021	2,310.00CR
049	2/2021	41,044.61CR
050	1/2021	14,859.46CR
050	2/2021	13,148.59CR
052	2/2021	8.42CR
054	2/2021	42,353.07CR
095	2/2021	15,523.61CR
096	2/2021	4,716.07CR
098	2/2021	717.57CR
099	2/2021	3,301.46CR
208	2/2021	56,878.99CR
210	2/2021	4,160.00CR
211	1/2021	591.98CR
211	2/2021	3,559.48CR
299	2/2021	915.75CR
=====		
ALL		357,116.30CR

VENDOR	NAME / I.D.	DESC	ITEM	PAID	DISCOUNT	AMOUNT	ITEM	ITEM
			TYPE	DATE			NO#	AMOUNT
T20192	T-MOBILE							
	I-202101286589	CELL PHONE 10/11/20-11/10/20	D	12/03/2020		4,614.13CR	000973	4,614.13

* * 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:		1	0.00	4,614.13	4,614.13
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:		1	0.00	4,614.13	4,614.13
TOTAL ERRORS: 0		TOTAL WARNINGS: 0			

PACKET: 04769 OCT-NOV PHONE SERVICE

VENDOR SET: 01

*** DRAFT/OTHER LISTING ***

BANK : AP PREMIER BANK

VENDOR	NAME / I.D.	DESC	ITEM TYPE	PAID DATE	DISCOUNT	AMOUNT	ITEM NO#	ITEM AMOUNT
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** POSTING PERIOD RECAP **

FUND	PERIOD	AMOUNT
001	12/2020	1,348.52CR
049	12/2020	57.02CR
050	12/2020	611.53CR
098	12/2020	5.45CR
299	12/2020	2,591.61CR
=====		
ALL		4,614.13CR

VENDOR	NAME / I.D.	DESC	ITEM	PAID	DISCOUNT	AMOUNT	ITEM	ITEM
			TYPE	DATE			NO#	AMOUNT
T20192	T-MOBILE							
	I-202101286590	CELL PHONES 11/11/20-12/10/20	D	1/03/2021		1,898.86CR	000974	1,898.86

* * 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:		1	0.00	1,898.86	1,898.86
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:		1	0.00	1,898.86	1,898.86
TOTAL ERRORS: 0		TOTAL WARNINGS: 0			

PACKET: 04770 NOV-DEC PHONE SERVICE

VENDOR SET: 01

*** DRAFT/OTHER LISTING ***

BANK : AP PREMIER BANK

VENDOR	NAME / I.D.	DESC	ITEM TYPE	PAID DATE	DISCOUNT	AMOUNT	ITEM NO#	ITEM AMOUNT
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** POSTING PERIOD RECAP **

FUND	PERIOD	AMOUNT
001	1/2021	1,320.94CR
049	1/2021	57.02CR
050	1/2021	181.04CR
098	1/2021	5.45CR
299	1/2021	334.41CR
=====		
ALL		1,898.86CR

PACKET: 04767 OCT-NOV CREDIT CARD

VENDOR SET: 01

BANK : AP PREMIER BANK

*** DRAFT/OTHER LISTING ***

VENDOR	NAME / I.D.	DESC	ITEM	PAID	DISCOUNT	AMOUNT	ITEM	ITEM
			TYPE	DATE			NO#	AMOUNT
P16421	PREMIER BANK							
	I-202101156568	OCT-NOV CITY CC PURCHASES	D	12/04/2020		3,030.91CR	000971	3,030.91

* * 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:	1	0.00	3,030.91	3,030.91
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:	1	0.00	3,030.91	3,030.91

TOTAL ERRORS: 0

TOTAL WARNINGS: 0

PACKET: 04767 OCT-NOV CREDIT CARD

VENDOR SET: 01

*** DRAFT/OTHER LISTING ***

BANK : AP PREMIER BANK

VENDOR	NAME / I.D.	DESC	ITEM TYPE	PAID DATE	DISCOUNT	AMOUNT	ITEM NO#	ITEM AMOUNT
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** POSTING PERIOD RECAP **

FUND	PERIOD	AMOUNT
001	12/2020	1,732.61CR
050	12/2020	990.18CR
099	12/2020	276.02CR
299	12/2020	32.10CR
=====		
ALL		3,030.91CR



Premier Bank Credit Card Summary 10/09/2020-11/6/2020

Name	Store	amount	date	Items Purchased	Purpose	Coding	Receipt	Form
Brian Frandle	Supply House	\$ 198.03	10/22/2020	Heater for Well #2	Heat	099-4-40-4550-000	x	
	J Harlen	\$ 62.15	10/26/2020	Face Mask	PPE	050-4-52-4235-000	x	
	Amazon	\$ 80.34	10/28/2020	Phone Cases	Phone Case	050-4-52-4235-000	x	
	Menards	\$ 77.99	10/28/2020	Spray Foam Gun	Supplies	099-4-40-4550-000	x	
	Zoro	\$ 694.24	10/29/2020	Gel Connector Cover	Supplies	050-4-53-4235-000	x	
	Amazon	\$ 13.95	11/1/2020	Monthly Membership Fee	Membership	050-4-54-4310-000		
	Fleet Farm	\$ 24.90	11/5/2020	Fuel	Fuel	001-4-31-4210-000	x	
	Amazon	\$ 139.50	11/6/2020	Tyvek Suit	Supplies	050-4-52-4235-000	x	
Scott Duddeck	NM Clean 1	\$ 21.47	10/7/2020	Misc Purchase		001-4-12-4630-000		
	Bighley Auto Body	\$ 50.48	10/8/2020	Antenna for Squad 2131	Replacement	001-4-21-4600-000	x	
	Amazon	\$ 399.00	10/8/2020	Misc Purchase		001-4-12-4630-000		
	Amazon	\$ 79.99	10/12/2020	Misc Purchase		001-4-12-4630-000		
	Amazon	\$ 49.99	10/11/2020	Misc Purchase		001-4-12-4630-000		
	FedEx	\$ 112.12	10/15/2020	Shipping	Shipping	001-3804	x	x
	Zoom	\$ 170.71	10/19/2020	Misc Purchase		001-4-12-4630-000		
	NM Clean 1	\$ 26.83	10/22/2020	Misc Purchase		001-4-12-4630-000		
	Apple	\$ 9.99	10/28/2020	Misc Purchase		001-4-12-4630-000		
	Drop Send	\$ 45.00	11/1/2020	Misc Purchase		001-4-12-4630-000		
Jason Zimmerman	Amazon	\$ 15.03	10/12/2020	Pens	Office Supplies	001-4-16-4110-000	x	x
	Amazon	\$ 9.99	10/27/2020	Final Payment Stamp	Office Supplies	001-4-16-4110-000	x	x
	Weathertech	\$ 32.10	10/29/2020	Face Shields	PPE	299-4-16-4120-C19	x	x
	Amazon	\$ 15.18	10/30/2020	Pens	Office Supplies	001-4-16-4110-000	x	x
	POSGUY	\$ 176.00	11/4/2020	Cash Drawer & Till	Office Equipment	001-4-19-4305-000	x	x
Jason Mallinger	Flemings Auto Service	\$ 2.40	10/8/2020	Fuel	Specialty Fuel	001-4-26-4210-000	Lost Receipt	
	House of Cans	\$ 83.53	10/14/2020	Paint Cans	Supplies	001-4-26-4120-000	x	x
	Int'l Assoc of Fire Chiefs	\$ 215.00	10/27/2020	Membership Dues	Dues	001-4-26-4360-000	x	x
	MN Fire Service Cert Board	\$ 225.00	10/27/2020	Firefighter Certification	Training	001-4-26-4360-000	x	x
	Total	\$ 3,030.91						

PACKET: 04768 NOV-DEC CREDIT CARD

VENDOR SET: 01

BANK : AP PREMIER BANK

*** DRAFT/OTHER LISTING ***

VENDOR	NAME / I.D.	DESC	ITEM	PAID	DISCOUNT	AMOUNT	ITEM	ITEM
			TYPE	DATE			NO#	AMOUNT
P16421	PREMIER BANK							
	I-202101286600	NOV-DEC CITY CC PURCHASES	D	1/04/2021		2,863.79CR	000972	2,863.79

* * 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:		1	0.00	2,863.79	2,863.79
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:		1	0.00	2,863.79	2,863.79

TOTAL ERRORS: 0

TOTAL WARNINGS: 0

PACKET: 04768 NOV-DEC CREDIT CARD

VENDOR SET: 01

*** DRAFT/OTHER LISTING ***

BANK : AP PREMIER BANK

VENDOR	NAME / I.D.	DESC	ITEM TYPE	PAID DATE	DISCOUNT	AMOUNT	ITEM NO#	ITEM AMOUNT
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** POSTING PERIOD RECAP **

FUND	PERIOD	AMOUNT
001	1/2021	2,402.43CR
050	1/2021	461.36CR
=====		
ALL		2,863.79CR



Premier Bank Credit Card Summary

11/7/2020-12/8/2020

Name	Store	amount	date	Items Purchased	Purpose	Coding	Receipt	Form
Tom Lauth	Safariland	\$ 147.64	11/23/2020	NIK Test U Methamphetamine/ship/tax	PD Drug Test Kits	001-4-21-4710-000	x	x
Brian Frandle	Amazon	\$ 21.25	11/6/2020	Sand Blasting Lens	Lens	050-4-53-4235-000	x	
	U of M Continued Learning	\$ 170.00	11/13/2020	Electrical Training	Training	050-4-52-4370-000	x	
	Northern Tool	\$ 203.64	11/20/2020	Hitch	Hitch	050-4-52-4208-000	x	
	National Coatings	\$ 52.52	11/25/2020	Street Light Paint Prep Cleaner	Paint	050-4-53-4235-000	x	
	Amazon Prime	\$ 13.95	12/1/2020	Membership Fees	Membership	050-4-54-4310-000	N/A	
Scott Duddeck	NMclean 1	\$ 21.47	11/6/2020	Misc Purchase		001-4-12-4630-000		
	NMclean 1	\$ 21.47	11/7/2020	Misc Purchase		001-4-12-4630-000		
	Zoom	\$ 170.71	11/19/2020	Misc Purchase		001-4-12-4630-000		
	NMclean 1	\$ 13.41	11/22/2020	Misc Purchase		001-4-12-4630-000		
	Apple.com	\$ 9.99	11/28/2020	Misc Purchase		001-4-12-4630-000		
	DropSend	\$ 45.00	12/1/2020	Misc Purchase		001-4-12-4630-000		
	NMclean 1	\$ 21.47	12/6/2020	Misc Purchase		001-4-12-4630-000		
	North St. Paul	\$ 217.27	12/7/2020	Misc Purchase		001-4-12-4630-000		
Jason Zimmerman	Amazon	\$ 39.00	12/3/2020	2 cash drawers	Citizen Services	001-4-19-4120-000	x	x
Jason Mallinger	NFPA National Fire Protection	\$ 1,575.00	11/9/2020	Annual NFPA Codes/Standards Membership	FD Membership	001-4-26-4360-000	x	x
	MN Fire Service Cert Board	\$ 120.00	11/23/2020	Fire Instructor Test Registration M. Richter	FD Testing	001-4-26-4370-000	x	x
	Total	\$ 2,863.79						



**NORTH
ST. PAUL**
extraordinary.

MEMORANDUM

TO: HRA Chairman and Commissioners
FROM: Jacquelyn Lutmer, Accounting Technician
DATE: February 2, 2021
SUBJECT: Recommendation of approval of HRA claims list.

Claim Date

2/3/2021 A/P Check Register	137760-137771	\$	34,698.72
2/3/2021 Drafts	000975-000976	\$	779.61
Total			<u>\$35,478.33</u>

Approved this 2nd day of February 2021

/s/ Terrence J. Furlong, Mayor by Consent Resolution

/s/ Scott A. Duddeck, City Manager/Clerk by Consent Resolution

PACKET: 04773 HRA A/P CHECKS 2/3/2021

VENDOR SET: 01

BANK : AP PREMIER BANK

**** CHECK LISTING ****

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
A1609	ABC MILLWORK & CABINETRY							
	I-647902	2198 2ND BLDG SUPPLIES	R	2/03/2021		322.99CR	137760	322.99
C03163	CONTRACT INTERIORS INC							
	I-CG018579	2198 2ND CARPET	R	2/03/2021		4,015.50CR	137761	4,015.50
G07010	GUTTER SOLUTIONS INC							
	I-H2053	2198 2ND GUTTERS	R	2/03/2021		1,242.00CR	137762	1,242.00
G07185	GORDY'S CUSTOM CABINETS							
	I-202101276584	2198 2ND CABINETS	R	2/03/2021		10,923.00CR	137763	10,923.00
H08165	HOME DEPOT							
	C-311399	2198 2ND BLDG SUPPLIES	R	2/03/2021		141.20	137764	
	C-3350345	2198 2ND BLDG SUPPLIES	R	2/03/2021		6.96	137764	
	C-341782	2198 2ND BLDG MATERIAL	R	2/03/2021		220.89	137764	
	I-1011357	2198 2ND BLDG SUPPLIES	R	2/03/2021		53.44CR	137764	
	I-1524160	2198 2ND BLDG MATERIAL	R	2/03/2021		137.23CR	137764	
	I-2062633	2198 2ND BLDG MATERIAL	R	2/03/2021		2,034.36CR	137764	
	I-2220727	2198 2ND BLDG MATERIAL	R	2/03/2021		164.68CR	137764	
	I-2512228	2198 2ND BLDG MATERIAL	R	2/03/2021		4.85CR	137764	
	I-2513595	2198 2ND BLDG MATERIAL	R	2/03/2021		35.38CR	137764	
	I-3010836	2198 2ND BLDG MATERIAL	R	2/03/2021		62.74CR	137764	
	I-3013183	2198 2ND BLDG MATERIAL	R	2/03/2021		679.49CR	137764	
	I-3054275	2198 2ND BLDG SUPPLIES	R	2/03/2021		102.38CR	137764	
	I-3061857	2198 2ND BLDG MATERIAL	R	2/03/2021		297.23CR	137764	
	I-3091253	2198 2ND BLDG MATERIAL	R	2/03/2021		57.66CR	137764	
	I-3514856	2198 2ND BLDG MATERIAL	R	2/03/2021		15.19CR	137764	
	I-4092251	2198 2ND BLDG SUPPLIES	R	2/03/2021		47.84CR	137764	
	I-5010468	2198 2ND BLDG MATERIAL	R	2/03/2021		12.68CR	137764	
	I-5510483	2198 2ND BLDG MATERIAL	R	2/03/2021		25.12CR	137764	
	I-5513188	2198 2ND BLDG SUPPLIES	R	2/03/2021		54.88CR	137764	
	I-5612683	2198 2ND BLDG SUPPLIES	R	2/03/2021		140.72CR	137764	
	I-5614538	2198 2ND BLDG MATERIAL	R	2/03/2021		18.84CR	137764	
	I-6514059	2198 2ND BLDG SUPPLIES	R	2/03/2021		157.43CR	137764	
	I-6625381	2198 2ND BLDG MATERIAL	R	2/03/2021		25.92CR	137764	
	I-7010792	2198 2ND BLDG SUPPLIES	R	2/03/2021		26.56CR	137764	
	I-8521493	2198 2ND BLDG MATERIAL	R	2/03/2021		25.12CR	137764	
	I-8522328	2198 2ND BLDG MATERIAL	R	2/03/2021		47.89CR	137764	
	I-8615182	2198 2ND BLDG MATERIAL	R	2/03/2021		42.97CR	137764	
	I-8715220	2198 2ND BLDG MATERIAL	R	2/03/2021		73.18CR	137764	
	I-9015160	2198 2ND BLDG MATERIAL	R	2/03/2021		212.92CR	137764	
	I-91574	2198 2ND BLDG MATERIAL	R	2/03/2021		19.58CR	137764	
	I-9522645	2198 2ND BLDG MATERIAL	R	2/03/2021		4.01CR	137764	
	I-9625144	2198 2ND BLDG SUPPLIES	R	2/03/2021		225.61CR	137764	4,436.85

PACKET: 04773 HRA A/P CHECKS 2/3/2021

VENDOR SET: 01

BANK : AP PREMIER BANK

**** CHECK LISTING ****

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
VOID	VOID CHECK		V	2/03/2021			137765	**VOID**
VOID	VOID CHECK		V	2/03/2021			137766	**VOID**
L12462	LYMAN LUMBER COMPANY							
	I-948422	2198 2ND BLDG MATERIAL	R	2/03/2021		139.87CR	137767	139.87
M13110	MENARDS-OAKDALE							
	I-13926	2198 2ND BLDG MATERIAL	R	2/03/2021		203.94CR	137768	
	I-15217	2198 2ND BLDG MATERIAL	R	2/03/2021		28.61CR	137768	232.55
P16265	PLAZA TV & APPL INC #3							
	I-386363	2198 2ND APPLIANCES	R	2/03/2021		6,011.94CR	137769	6,011.94
R18203	R & S UNDERWOOD HEATING & AIR COND							
	I-202101276585	2198 2ND HVAC	R	2/03/2021		6,760.00CR	137770	6,760.00
S19178	SHERWIN-WILLIAMS							
	C-3741-0	2198 2ND PAINT RETURN	R	2/03/2021		14.40	137771	
	I-3010-0	2198 2ND BLDG MATERIAL	R	2/03/2021		99.76CR	137771	
	I-3735-2	2198 2ND BLDG MATERIAL	R	2/03/2021		338.40CR	137771	
	I-3917-6	2198 2ND BLDG MATERIAL	R	2/03/2021		190.26CR	137771	614.02

* * T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	10	0.00	34,698.72	34,698.72
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:	2	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:	12	0.00	34,698.72	34,698.72

TOTAL ERRORS: 0

TOTAL WARNINGS: 0

1/29/2021 9:04 AM
PACKET: 04773 HRA A/P CHECKS 2/3/2021
VENDOR SET: 01
BANK : AP PREMIER BANK

A / P CHECK REGISTER
**** CHECK LISTING ****

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
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** POSTING PERIOD RECAP **

FUND	PERIOD	AMOUNT
101	2/2021	34,698.72CR
=====		
ALL		34,698.72CR

VENDOR	NAME / I.D.	DESC	ITEM	PAID	DISCOUNT	AMOUNT	ITEM	ITEM
			TYPE	DATE			NO#	AMOUNT
N14207	CITY OF NORTH ST PAUL							
	I-202101286592	UB NOV 2020	D	1/05/2021		381.10CR	000975	381.10

* * 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:		1	0.00	381.10	381.10
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:		1	0.00	381.10	381.10
TOTAL ERRORS:	0	TOTAL WARNINGS:	0		

PACKET: 04771 DEC UB HRA JAN DRAFT

VENDOR SET: 01

*** DRAFT/OTHER LISTING ***

BANK : AP PREMIER BANK

VENDOR	NAME / I.D.	DESC	ITEM TYPE	PAID DATE	DISCOUNT	AMOUNT	ITEM NO#	ITEM AMOUNT
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** POSTING PERIOD RECAP **

FUND	PERIOD	AMOUNT

101	1/2021	381.10CR
=====		
ALL		381.10CR

VENDOR	NAME / I.D.	DESC	ITEM	PAID	DISCOUNT	AMOUNT	ITEM	ITEM
			TYPE	DATE			NO#	AMOUNT
N14207	CITY OF NORTH ST PAUL							
	I-202101286593	UB DEC 2020	D	2/05/2021		398.51CR	000976	398.51

* * 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:		1	0.00	398.51	398.51
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:		1	0.00	398.51	398.51
TOTAL ERRORS:	0	TOTAL WARNINGS:	0		

1/29/2021 8:59 AM
PACKET: 04772 JAN UB HRA FEB DRAFT
VENDOR SET: 01
BANK : AP PREMIER BANK

A / P CHECK REGISTER

PAGE: 2

*** DRAFT/OTHER LISTING ***

VENDOR	NAME / I.D.	DESC	ITEM TYPE	PAID DATE	DISCOUNT	AMOUNT	ITEM NO#	ITEM AMOUNT
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** POSTING PERIOD RECAP **

FUND	PERIOD	AMOUNT

101	2/2021	398.51CR
=====		
ALL		398.51CR



NORTH
ST. PAUL
extraordinary.

MEMORANDUM

TO: Mayor & Council Members
FROM: Jacquelyn Lutmer, Accounting Technician
DATE: February 2, 2021
SUBJECT: Recommendation of approval of EDA claims list.

Claim Date				
2/3/2021	Draft	000977-000978	\$	3,589.80
			\$	3,589.80

Approved this 2nd day of February, 2021

/s/ Terrence J. Furlong, Mayor by Consent Resolution

/s/ Scott A. Duddeck, City Manager/Clerk by Consent Resolution

PACKET: 04774 DEC UB EDA JAN DRAFT

VENDOR SET: 01

BANK : AP PREMIER BANK

*** DRAFT/OTHER LISTING ***

VENDOR	NAME / I.D.	DESC	ITEM	PAID	DISCOUNT	AMOUNT	ITEM	ITEM
			TYPE	DATE			NO#	AMOUNT
N14207	CITY OF NORTH ST PAUL							
	I-202101286594	UB NOV 2020 EDA	D	1/05/2021		2,391.85CR	000977	2,391.85

* * 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:		1	0.00	2,391.85	2,391.85
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:		1	0.00	2,391.85	2,391.85

TOTAL ERRORS: 0

TOTAL WARNINGS: 0

PACKET: 04774 DEC UB EDA JAN DRAFT

VENDOR SET: 01

*** DRAFT/OTHER LISTING ***

BANK : AP PREMIER BANK

VENDOR	NAME / I.D.	DESC	ITEM TYPE	PAID DATE	DISCOUNT	AMOUNT	ITEM NO#	ITEM AMOUNT
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** POSTING PERIOD RECAP **

FUND	PERIOD	AMOUNT

102	1/2021	2,391.85CR
=====		
ALL		2,391.85CR

PACKET: 04775 JAN UB EDA FEB DRAFT

VENDOR SET: 01

BANK : AP PREMIER BANK

*** DRAFT/OTHER LISTING ***

VENDOR	NAME / I.D.	DESC	ITEM	PAID	DISCOUNT	AMOUNT	ITEM	ITEM
			TYPE	DATE			NO#	AMOUNT
N14207	CITY OF NORTH ST PAUL							
	I-202101286595	UB DEC 2020 EDA	D	2/05/2021		1,197.95CR	000978	1,197.95

* * 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:		1	0.00	1,197.95	1,197.95
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:		1	0.00	1,197.95	1,197.95

TOTAL ERRORS: 0

TOTAL WARNINGS: 0

PACKET: 04775 JAN UB EDA FEB DRAFT

VENDOR SET: 01

*** DRAFT/OTHER LISTING ***

BANK : AP PREMIER BANK

VENDOR	NAME / I.D.	DESC	ITEM TYPE	PAID DATE	DISCOUNT	AMOUNT	ITEM NO#	ITEM AMOUNT
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** POSTING PERIOD RECAP **

FUND	PERIOD	AMOUNT

102	2/2021	1,197.95CR
=====		
ALL		1,197.95CR

Agenda Information Memorandum
North St. Paul City Council
February 2, 2021

FROM THE OFFICE OF THE CITY MANAGER

Agenda Placement: Consent Agenda

Subject: League of Minnesota Cities Insurance Trust Municipal Tort Liability Waiver

To: Honorable Mayor Furlong and City Council

Background/Facts:

Cities obtaining liability coverage from the League of Minnesota Cities Insurance Trust (LMCIT) must decide whether or not to waive the statutory tort liability limits to the extent of the coverage purchased. The decision to waive or not to waive the statutory limits has the following effects:

- If the city does not waive the statutory tort limits, an individual claimant would be able to recover no more than \$500,000 on any claim to which the statutory tort limits apply. The total which all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would be limited to \$1,500,000. These statutory tort limits would apply regardless of whether or not the city purchases the optional excess liability coverage.
- If the city waives the statutory tort limits and purchases excess liability coverage, a single claimant could potentially recover up to \$2,000,000 on a single occurrence. The total which all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would also be limited to \$2,000,000, regardless of the number of claimants.
- If the city waives the statutory tort limits and purchases excess liability coverage, a single claimant could potentially recover an amount up to the limit of the coverage purchased. The total which all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would also be limited to the amount of coverage purchased, regardless of the number of claimants.

The City of North St. Paul has in the past elected not to waive the monetary limits on municipal tort liability established by Minnesota Statutes 466.04.

Recommendation: It is recommended the City Council authorize the City Manager to complete the required form indicating that the City DOES NOT WAIVE the monetary limits on municipal tort liability established by Minnesota Statutes 466.04.

Attachments

Waiver Form
Resolution

Respectfully submitted,

Scott Duddeck
City Manager



LIABILITY COVERAGE – WAIVER FORM

Members who obtain liability coverage through the League of Minnesota Cities Insurance Trust (LMCIT) must complete and return this form to LMCIT before the member's effective date of coverage. Return completed form to your underwriter or email to psstech@lmc.org.

The decision to waive or not waive the statutory tort limits must be made annually by the member's governing body, in consultation with its attorney if necessary.

Members who obtain liability coverage from LMCIT must decide whether to waive the statutory tort liability limits to the extent of the coverage purchased. The decision has the following effects:

- *If the member does not waive the statutory tort limits*, an individual claimant could recover no more than \$500,000 on any claim to which the statutory tort limits apply. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would be limited to \$1,500,000. These statutory tort limits would apply regardless of whether the member purchases the optional LMCIT excess liability coverage.
- *If the member waives the statutory tort limits and does not purchase excess liability coverage*, a single claimant could recover up to \$2,000,000 for a single occurrence (under the waive option, the tort cap liability limits are only waived to the extent of the member's liability coverage limits, and the LMCIT per occurrence limit is \$2,000,000). The total all claimants could recover for a single occurrence to which the statutory tort limits apply would also be limited to \$2,000,000, regardless of the number of claimants.
- *If the member waives the statutory tort limits and purchases excess liability coverage*, a single claimant could potentially recover an amount up to the limit of the coverage purchased. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would also be limited to the amount of coverage purchased, regardless of the number of claimants.

Claims to which the statutory municipal tort limits do not apply are not affected by this decision.

LMCIT Member Name: _____

Check one:

☐ The member **DOES NOT WAIVE** the monetary limits on municipal tort liability established by [Minn. Stat. § 466.04](#).

☐ The member **WAIVES** the monetary limits on municipal tort liability established by [Minn. Stat. § 466.04](#), to the extent of the limits of the liability coverage obtained from LMCIT.

Date of member's governing body meeting: _____

Signature: _____ Position: _____

CITY OF NORTH ST. PAUL

RESOLUTION NO. 2021-xxx

Consent Agenda

**RESOLUTION AUTHORIZING THE CITY MANAGER
TO SUBMIT FORMS TO
LEAGUE OF MINNESOTA CITIES INSURANCE TRUST
REGARDING MUNICIPAL TORT LIABILITY WAIVER**

WHEREAS, Cities obtaining liability coverage from the League of Minnesota Cities Insurance Trust (LMCIT) must decide whether or not to waive the statutory tort liability limits to the extent of the coverage purchased; and,

WHEREAS, if the city does not waive the statutory tort limits, an individual claimant would be able to recover no more than \$500,000 on any claim to which the statutory tort limits apply; and,

WHEREAS, the total which all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would be limited to \$1,500,000; and,

WHEREAS, the City of North St. Paul has in the past elected not to waive the monetary limits on municipal tort liability established by Minnesota Statutes §466.04.

NOW THEREFORE BE IT RESOLVED, BY THE CITY COUNCIL OF THE CITY OF NORTH ST. PAUL, it hereby authorizes the City Manager to complete the required form indicating that the City DOES NOT WAIVE the monetary limits on municipal tort liability established by Minnesota Statutes §466.04.

ADOPTED this 2nd day of February, 2021.

Motion by Council Member

Second by Council Member

Voting: Ayes: Council Member
Council Member
Council Member
Council Member
Mayor

Nays: None

Absent: None

Abstain: None

Terrence J. Furlong, Mayor

Attest:

Scott A. Duddeck, City Manager/Clerk

Agenda Information Memorandum
North St. Paul City Council
February 2, 2021

FROM THE OFFICE OF THE CITY MANAGER

Agenda Placement: City Business

Subject: Ordinance Amending Title III, Chapter 30 of the North St. Paul City Code Concerning Mayor and Council Salaries.

To: Honorable Mayor Furlong and City Council

Background/Facts:

- The City Council adopted Ordinance No. 633 on October 17, 2000, establishing salaries for the Mayor and Council Members. It was erroneously not included in the codification of City code.
- There have been no changes to the Mayor or Council Member salaries since the adoption of Ordinance No. 633.
- Council Member Thorsen desires to temporarily reduce his salary to \$0 in accordance with the authorization provided under Minn. Stat. Section 415.11, subd. 3 consistent with the budget approved by the City Council for 2021.
- Title III, Chapter 30 of North St. Paul Code is amended to add the following:
 - The annual salary of the Mayor shall be sixty-four hundred dollars and No/100ths (\$6,400.00), which shall be paid at a rate of five hundred thirty-three dollars and 33/100ths (\$533.33).
 - The annual salary of each Council member shall be fifty-two hundred dollars and no/100ths (\$5,200.00), which shall be paid at a rate of four hundred thirty-three dollars and 33/100ths (\$433.33).
 - Notwithstanding the foregoing and pursuant to Minn. Stat. § 415.11, the salary of Council Member Thorsen shall be temporarily reduced to Zero dollars (\$0.00) until December 31, 2021.

Recommendation: It is recommended the City Council adopt Resolution 2021-xxx, approving an Ordinance Amending Title III, Chapter 30 of the North St. Paul City Code Concerning Mayor and Council Salaries.

Attachments
Resolution

Respectfully submitted,

Scott Duddeck
City Manager

CITY OF NORTH ST. PAUL

ORDINANCE NO. 2021-xxx

AN ORDINANCE AMENDING TITLE III, CHAPTER 30 OF THE NORTH ST. PAUL CITY CODE CONCERNING MAYOR AND COUNCIL SALARIES

WHEREAS, the City Council adopted Ordinance No. 633 on October 17, 2000 establishing salaries for the Mayor and Council Members;

WHEREAS, Ordinance No. 633 was erroneously not included in the codification of the North St. Paul City Code;

WHEREAS, there has been no change to the Mayor or Council Member salaries since the adoption of Ordinance No. 633;

WHEREAS, the City Council desires to include the Mayor and Council Member salaries provided under Ordinance No. 633 in the City Code;

WHEREAS, Council Member Thorsen desires to temporarily reduce his salary to \$0 in accordance with the authorization provided under Minn. Stat. Section 415.11, subd. 3 consistent with the budget approved by the City Council for 2021;

NOW THEREFORE, the City Council of the City of North St. Paul does hereby ordain as follows:

SECTION 1. Title III, Chapter 30 of the North St. Paul City Code is amended to add the following Section:

§ 30.20 SALARIES; MAYOR AND COUNCIL PERSONS:

A. The annual salary of the Mayor shall be sixty-four hundred dollars and No/100ths (\$6,400.00), which shall be paid at a rate of five hundred thirty-three dollars and 33/100ths (\$533.33).

B. The annual salary of each Council member shall be fifty-two hundred dollars and no/100ths (\$5,200.00), which shall be paid at a rate of four hundred thirty-three dollars and 33/100ths (\$433.33).

C. Notwithstanding the foregoing and pursuant to Minn. Stat. § 415.11, the salary of Council Member Thorsen shall be temporarily reduced to Zero dollars (\$0.00) until December 31, 2021.

SECTION 2. This ordinance shall be effective immediately upon its passage and publication.

ADOPTED this 2nd day of February, 2021.

Motion by Council Member

Second by Council Member

Voting: Aye: Council Member
 Council Member
 Council Member
 Council Member
 Mayor

Nay:
Abstain:
Absent:

Terrence J. Furlong, Mayor

Attest:

Scott Duddeck, City Manager/Clerk

Agenda Information Memorandum
North St. Paul City Council
February 2, 2021

FROM THE OFFICE OF THE CITY MANAGER

Agenda placement: City Business

Subject: 2021 NORTH ST. PAUL HISTORY CRUZERS CAR SHOW MEMORANDUM OF AGREEMENT

To: Honorable Mayor and City Council

Background/Facts:

- Mayor Terry Furlong and City Manager Duddeck met with car show organizers to discuss the Show for 2021.
- Organizers estimated average attendees at about 6,000 to 7,000 per night; up to 10,000 on busy nights.
- Dates for the 2021 Car Show are June 4, 2021 through September 24, 2021 and will be adjusted as needed due to COVID.
- The Fall Round Up Parade is slated for Thursday, September 23, 2021.
- It will be the 27th year of the Car Show.
- The annual Memorandum of Agreement includes the History Cruzers will assist with the Parade.
- 2021 the Car Show will extend east on 7th Ave to Henry Street.
- The Police Department will have officers and reserve officers available to provide an increased presence during the Car Show to assist as needed.

In 2021 there will be the continued redevelopment of the old city hall site along with street reconstruction projects in the downtown area that will affect the Car Show at times. The Car Show will be held on 7th Ave. between 1st Street and Henry Street, and will adjust as needed with the ongoing construction.

Recommendation: It is recommended the City Council approve the Memorandum of Agreement for the 2021 History Cruzers Car Show between the City of North St. Paul and North St. Paul History Cruzers.

Attachments:

Memorandum of Agreement.

Resolution approving the Agreement.

Respectfully submitted,

Scott Duddeck
City Manager

2021 North St. Paul Friday Night Car Show

Memorandum of Agreement Between City of North St. Paul and North St. Paul History Cruzers

February 2, 2021

The purpose of this Agreement is to set forth the understandings of the City of North St. Paul and the North St. Paul History Cruzers for the operation of Car Show events from June 4, 2021 through September 24, 2021, and Fall Round Up Parade on September 23, 2021. The details of this agreement were reached after a meeting with board members of the History Cruzers and City Staff.

- A. The City and the History Cruzers agree to jointly accomplish the following:
1. Work together to assure the success of the Car Show and the safety of the public and peace of local neighborhoods.
 2. Jointly promote the Car Show in various means including Web Site and Newsletters of the City of North St. Paul.
 3. Actively promote the Car Show as a means of economic development for the businesses in the City.
 4. Use the Car Show as a source of funding for local charities and philanthropic groups.
- B. During 2021 there will be redevelopment projects taking place that will affect the Car Show and all parties agree to move and adjust locations as needed to accommodate the redevelopment and street reconstruction work.

The City will permit the North St. Paul History Cruzers the right to Car Shows as follows:

1. Operate for 17 consecutive Friday nights with the exception of June 18th ("Back to the 50's" Car Show at the State Fair Grounds) beginning June 4, 2021 and ending on September 24, 2021.
 2. Follow event hours of operation from 6:00 PM until 10:00 PM
 3. The event dates will be adjusted as needed due to COVID.
 4. Close the following street during show times:
 - 7th Avenue between 1st Street and Helen Street
 - 7th Avenue from Helen Street to Margaret Street
 - 7th Avenue from Margaret Street to Charles Street
 - 7th Avenue from Charles Street to Henry Street
 - Helen Street from Seppala Boulevard to the northern edge of 4th Avenue
 5. Access City services, including sufficient public safety and public works personnel to conduct a safe, clean and efficient Car Show.
 6. Maintain access to residential and commercial properties as needed.
 7. Assist in hosting the annual Fall Roundup Parade will be held on Thursday, September 23, 2021 with Parade line up and street closings as needed by Parade coordinators.
- C. The History Cruzers agrees to operate a Car Show consistent with the above conditions and in return agrees to the following:
1. Work with the City Manager and the Police Chief to create an enhanced communication system with the Police and Fire Departments during each event to allow for constant contact between car show representatives and emergency personnel.

2. Make their best attempt to develop spectator parking available and identified at several locations including City Parking Lots, North High, North Flex Academy, Old National Bank, American Legion, VFW, Berwald Roofing and Tracy Luther Properties.
3. Make best efforts to communicate with the residential areas immediately surrounding the Car Show area regarding the event by websites, social media, leaflets and signs and include contact persons for assistance.
4. Make best efforts to include local vendors at the shows.
5. Make best efforts to involve local charities for fund raising purposes and consider fees for car show participants as a means of generating revenue for them.
6. Actively manage all intersections on 7th Avenue for safe pedestrian crossing.
7. Actively assist cars traveling through the closed streets for safe exiting during the show.
8. Remit \$475.00 per show to the City for the costs associated to portable restrooms, public safety and maintenance. There will be a \$125.00 charge in lieu of the \$475.00 on dates where there is a cancellation due to weather to cover the rental costs of the portable restrooms. Staff will be notified of said cancellation the Monday following a cancellation.
9. Provide insurance and indemnity to the City in amounts specified by the City Attorney.

We the undersigned agree to the terms and conditions specified within this document and agree not to amend or modify any of it without the express agreement of the other party and will give its best efforts to comply with its specifics and intents.

City of North Saint Paul

North St. Paul History Cruzers

Terrence J. Furlong, Mayor

Bob Van Canneyt, President

Scott A. Duddeck, City Manager

Bill Kinney, Vice President

CITY OF NORTH ST. PAUL

RESOLUTION NO. 2021-xxx

**RESOLUTION APPROVING THE 2021 MEMORANDUM OF AGREEMENT
BETWEEN THE CITY OF NORTH ST. PAUL AND
THE NORTH ST. PAUL HISTORY CRUZERS
TO CONDUCT THE 2021 FRIDAY NIGHT CAR SHOWS**

WHEREAS, the purpose of the Memorandum of Agreement (“Agreement”) is to set forth the understandings of the City of North St. Paul and the North St. Paul History Cruzers for the operation of Car Show events during the summer of 2021; and,

WHEREAS, both parties meet annually and have the opportunity to raise issues and clarify any issues for the upcoming event; and,

WHEREAS, the North St. Paul History Cruzers will assure all insurance is in order, communicate with vendors the requirement for them to obtain Special Event Vendors Licenses in order to participate in the Car Show, and confirm all conditions of the agreement are met.

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH ST. PAUL, MINNESOTA, the Memorandum of Agreement between the City of North St. Paul and the North St. Paul History Cruzers as stated is hereby approved.

BE IT FURTHER RESOLVED, the North St. Paul History Cruzers will also assist with the Fall Roundup Parade on Thursday, September 23, 2021.

ADOPTED this 2nd day of February, 2021.

Motion by Council Member
Second by Council Member

Voting: Aye: Council Member
Council Member
Council Member
Council Member
Mayor
Nay:
Abstain:
Absent:

Terrence J. Furlong, Mayor

Attest:

Scott A. Duddeck, City Manager/Clerk