

**REGULAR CITY COUNCIL MEETING
PAYNESVILLE AREA CENTER
JANUARY 11, 2016
6:00 P.M.
AGENDA**

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. COUNCIL ACTIVITY REPORTS
- IV. DEPARTMENT HEAD REPORT – Bill Ludwig
- V. CONSENT AGENDA
 - A. Minutes (page 1) – Regular City Council (4), Property Negotiations Team, Liquor Board, 2016 St. Project Preliminary Assessment PH, Cenex Variance PH, Boundary Drainage & Utility Easement Vacation PH, and Truth In Taxation PH.
 - B. Vouchers (page 2)
 - C. MN City Attorneys Educational Conference (page 3)
- VI. NEW BUSINESS
 - A. Gambling – St. Louis Catholic Church (page 10)
 - B. Cable Consulting – Rudy Vigil (page 13)
 - C. 2016 Conference Attendance (page 15)
 - D. 2016 Liquor Store Lease Payment (page 16)
 - E. Appointment of Fire Department Chief & Officers (page 17)
 - F. Election of Mayor Pro Tem (page 18)
 - G. Official Depositors For City Funds (page 19)
 - H. 2016 Council Committee Appointments (page 22)
 - I. 2016 City Committee, Commission, & Board Member Appointments (page 23)
 - J. 2016 City Assignments & Appointments (page 26)
 - K. 2016 Council Meeting Date Changes (page 27)
 - L. 2016 Fee Schedule (page 28)
- VII. OLD BUSINESS
 - A. 2014 Street Improvement Project (page 39)
 - B. Airport Property – Loren Meyer (page 44)
- VIII. INFORMATIONAL
 - A. December Liquor Store Reports (page 52)
 - B. MN Public Utilities Commission Notice – Electrical Rate Increases (page 59)
- IX. CITY COUNCIL RECESS REGULAR CITY COUNCIL MEETING AND OPEN CLOSED MEETING – The City Council will be meeting in closed session to discuss real property located at Lot 12, Block 3, Haines Addition; Parcel No. 70.39026.0000.
- X. ADJOURN CLOSED MEETING AND RE-OPEN REGULAR CITY COUNCIL MEETING
- XI. CITY COUNCIL RECESS REGULAR CITY COUNCIL MEETING AND OPEN CLOSED MEETING – The City Council will be meeting in closed session to discuss real property described as 10.54 acres in Section 17, Township 122, Range 032. Parcel No. 26.15550.0005.
- XII. ADJOURN CLOSED MEETING AND RE-OPEN REGULAR CITY COUNCIL MEETING
- XIII. ADJOURN

The agenda has been prepared to provide information regarding an upcoming meeting of the Paynesville City Council. This document does not claim to be complete and is subject to change.

BARRIER FREE: All Paynesville City Council meetings are accessible to the handicapped. Attempts will be made to accommodate any other individual need for special services. Please contact City Hall at (320) 243-3714 early so that the necessary arrangements can be made.

REQUEST FOR COMMITTEE/COUNCIL ACTION

COMMITTEE/COUNCIL NAME: City Council

Committee/Council Meeting Date: January 11, 2016

Agenda Section: Consent Agenda

Originating Department: Administration

Item Number: V – A

ITEM DESCRIPTION: Minutes

Prepared by: Staff

COMMENTS:

Please review the minutes from the following meetings:

Meeting	Emailed
December 28, 2015 City Council	1-6-16
November 18, 2015 Property Negotiations Team	11-24-15
October 6, 2015 Liquor Board	10-28-15
March 9, 2015 City Council	1-6-16
July 27, 2015 2016 St. Improvement Project Preliminary Assessment Public Hearing	1-6-16
August 24, 2015 City Council	1-6-16
August 24, 2015 Paynesville Farmers Union Co-Op Oil Variance Public Hearing	1-6-16
August 24, 2015 Boundary Drainage & Utility Easement Vacation Public Hearing	1-6-16
December 14, 2015 City Council	1-6-16
December 14, 2015 Truth In Taxation Public Hearing	1-6-16

ADMINISTRATOR COMMENTS:

COMMITTEE/COUNCIL ACTION:

Motion to approve the minutes from the following meetings:

December 28, 2015 City Council	1-6-16
November 18, 2015 Property Negotiations Team	11-24-15
October 6, 2015 Liquor Board	10-28-15
March 9, 2015 City Council	1-6-16
July 27, 2015 2016 St. Improvement Project Preliminary Assessment Public Hearing	1-6-16
August 24, 2015 City Council	1-6-16
August 24, 2015 Paynesville Farmers Union Co-Op Oil Variance Public Hearing	1-6-16
August 24, 2015 Boundary Drainage & Utility Easement Vacation Public Hearing	1-6-16
December 14, 2015 City Council	1-6-16
December 14, 2015 Truth In Taxation Public Hearing	1-6-16

REQUEST FOR COMMITTEE/COUNCIL ACTION

COMMITTEE/COUNCIL NAME: City Council

Committee/Council Meeting Date: January 11, 2016

Originating Department: Administration

Agenda Section: Consent

Item Number: V-B

ITEM DESCRIPTION: Vouchers

Prepared by: Alice McColley

COMMENTS:

Please review the following vouchers:

1/6/2016	Vouchers	91772-91808	\$77,094.90
1/6/2016	Vouchers	91809-91824	\$19,580.98
		TOTAL	\$96,675.88

ADMINISTRATOR COMMENTS:

COMMITTEE/COUNCIL ACTION:

Motion to approve the following vouchers:

1/6/2016	Vouchers	91772-91808	\$77,094.90
1/6/2016	Vouchers	91809-91824	\$19,580.98
		TOTAL	\$96,675.88

REQUEST FOR COMMITTEE/COUNCIL ACTION

COMMITTEE/COUNCIL NAME: City Council

Committee/Council Meeting Date: January 11, 2016

Originating Department: Administration

Agenda Section: Consent

Item Number: V - C

ITEM DESCRIPTION: MN City Attorney's Educational Conference

Prepared by: Staff

COMMENTS:

Bill Spooner, City Attorney is interested in attending the MN City Attorney's Educational Conference February 5 – 6, 2016 in Bloomington, MN. The early bird registration fee is \$280.00.

ADMINISTRATOR COMMENTS:

COMMITTEE/COUNCIL ACTION:

Motion to approve the attendance of Bill Spooner to the MN City Attorney's Educational Conference.



Minnesota City Attorneys Educational Conference

February 5-6, 2016
Sheraton, Bloomington

Presented by: CTS Educational Events in cooperation with the League of Minnesota Cities

Plan now to start 2016 off right by attending the Minnesota Association of City Attorneys Educational Conference to be held at the Sheraton Bloomington (formerly Hotel Sofitel) on February 5-6. Once again, the Planning Committee has selected a wide variety of timely topics to be covered by experts in the field. This year's informative sessions include:

- ◆ Employment
- ◆ Special Assessments--Nuisances
- ◆ It's a Bird . . . It's a Plane . . . It's — a Drone?
- ◆ Data Practices
- ◆ Sign, Sign, Everywhere a Sign: Addressing the Risks Created by the Reed v. Gilbert Case
- ◆ Ethics and Public Service

Last year's innovations were so successful that we will again offer participatory Roundtable Discussions expanded to include more options and a longer time frame. We will also offer a choice of two Civil Law sessions on Friday afternoon. One will consider legal questions related to governmental immunities and to administrative search warrants and rental issues. The other session will cover community solar gardens, bankruptcy notices and utility billings, and brewpubs, taprooms, and cocktail rooms. The Friday afternoon concurrent Criminal Law session will cover three major topics: New Minnesota Government Access; DWI and Electronic Search Warrant Update; and the Public Defender e-Discovery Program.

Please note that this registration brochure is moving from printed form to electronic form only. This change allows us to reduce our carbon footprint and use less paper. It also vastly increases the information available to you and the ease of finding it whenever you want at a touch of the button. You won't have to find the registration site: you can just click right to registration. You will also be able to click to a complete agenda (printable, if you wish), conference information, list of faculty and moderators (coming soon), and even the hotel registration site. Finally, it allows us to keep offering you the best value in the state for Continuing Legal Education credits—all while providing education and networking opportunities tailored to the needs of City Attorneys, high-quality meals, and a convenient, elegant location.

Special Features of the 2016 Minnesota City Attorneys Conference

Your learning is the top priority of the Planning Committee.
Last year, the Committee tried new ways to meet your needs.

Based on positive responses and good suggestions, we are offering the following special features in 2016:

- ◆ **Additional Friday Breakout Option**
This year, there are again so many topics of potential interest to those in civil law that the conference will feature a choice of two different sets of civil topics running concurrently with the criminal session.
- ◆ **Expanded Focused Discussions on Saturday Morning**
Join us for focused discussions on Saturday morning—this year with more time and space to enjoy them. Start in any room and rotate to another topic of interest every half hour to take part in discussions of two out of four topics offered. The topics are: Nuisance Abatement; Protests, Marches & Assemblies; Tiny Homes; Truth, Lies, and Body Cams.

✕

Agenda for Friday, February 5, 2016

- 8:30 AM **Welcome & Announcements**
Charles Ramstad, President, MN City Attorneys Association; City Attorney, Detroit Lakes
- 8:45 – 9:45 **Employment**
 - ◆ Medical cannabis in the workplace
 - ◆ FLSA regulations update
 - ◆ Changes in vet preference*Jana Sullivan, League of Minnesota Cities*
Tom Jacobson, Swenson Lervick
Susan Tindal, Iverson Reuvers Condon
- 9:45 – 10:00 **Refreshment Break**
- 10:00 – 11:00 **Special Assessments – Nuisances**
 - ◆ Recent Decision Regarding Notice for Special Assessment Appeals and Procedural tips for Assessment Hearings, *City of Vadnais Heights v. McCullough and Sons, Inc.* (Minn. Ct. App. File No. 62-CU-14-5555 Aug. 17, 2015)(Rev. granted October 20, 2015)
 - ◆ Highest and Best Use of Developed Property
 - ◆ Minneapolis—Wyman Decision*Caroline Bell Beckman, Erickson, Bell, Beckman & Quinn*
Sarah McLaren, City of Minneapolis
Ric Rosow, Gregerson, Rosow, Johnson & Nilan
- 11:00 – 12:00 **It's a Bird . . . It's a Plane . . . It's — a Drone?**
 - ◆ Unmanned Aerial Systems or "drones"
 - ◆ Who regulates the drones? How?
 - ◆ Constitutional considerations when cities use drones.*Monte Mills, Greene Espel*
- 12:00 – 12:15 PM **Annual Business Meeting**
- 12:15 – 1:15 Luncheon
- 1:15 – 3:00 **Concurrent Session #1 Civil (Moderator: John M. Baker)**
Governmental Immunities: A Practical Guide to Using Immunities to Defend Your Cities
 - ◆ Cutting through the Complexity: Understanding the Basics by Understanding History
 - ◆ A Quick Review of the Most Prominent Immunities
 - ◆ How to Identify Immunity-Based Defenses when You Face a Claim
 - ◆ How to Use Immunities to Protect Your City in Possible Future Litigation
Administrative Search Warrants and Rental Issues
 - ◆ The battle over the standard for getting administrative warrants resumes
 - ◆ The battle over limits on the rental share of units wanes
 - ◆ Fair Housing Act disparate impact liability survives*Kenneth H. Bayliss, Quinlivan & Hughes*
Ashleigh Leitch, Best & Flanagan
Shelley Ryan, Hoff, Barry & Kozar

Agenda for Friday, February 5, 2016

- 1:15 – 3:00 **Concurrent Session #2 Civil** (Moderator: Korine L. Land, LeVander, Gillen & Miller)
Here Comes the Sun: Community Solar Gardens
◆ Introduction to CSGs and the program's framework
◆ Three hats worn by the City: landlord, energy subscriber and regulator
◆ Policy and legal considerations
You Left the Water Running: Bankruptcy Notices and Utility Billing
◆ Do's and Don'ts when a consumer files bankruptcy
◆ Understanding the differences of Chapter 11, 7 and 13
Where Everybody Knows Your Name: Brewpubs, Taprooms and Cocktail Rooms
◆ New liquor establishments
◆ Sample ordinances
Korine L. Land, LeVander, Gillen & Miller
Thomas F. Miller, Attorney
Doug Shaftel, Kennedy & Graven, Chartered
Kevin Staunton, Staunton Law Group
- 1:15 – 3:00 **Concurrent Session #3 — Criminal** (Moderators: Bridget M. Nason, Levander, Gillen & Miller and Karen Skoyles, Briggs, Ramstad & Skoyles)
New Minnesota Government Access (MGA)
◆ Overview of the new electronic access application for government partners through the Minnesota Judicial Branch
◆ Electronic access to court records and court documents available for city attorney agencies
◆ New MGA application process with tips for city attorney agencies
DWI and Electronic Search Warrant Update
◆ Electronic search warrants in DWI Cases
◆ The latest developments in post-McNeely DWI prosecutions
Public Defender E-Discovery Program
◆ Soon-to-be launched electronic program for providing discovery to public defenders across the state
◆ Live demonstration of the new system; technology requirements for users
Bill Lemons, Minnesota County Attorneys Association
Sarah F. Novak, Minnesota Judicial Branch
Ann Peterson, Minnesota Judicial Branch
William. M. Ward, Minnesota Public Defender's Office
- 3:00 Refreshment Break
- 3:15 – 4:15 **Data Practices**
◆ Retention of emails; How long is long enough? Two different approaches
◆ Data Practices Update
Terry Adkins, City of Rochester
Stacie Christensen, Information Policy Analysis Division (IPAD))
Corrine Heine, City of Minnetonka
- 4:15 **Day's Closing Announcements**
Charles Ramstad, President, MN City Attorneys Association; City Attorney, Detroit Lakes
- 4:15 – 5:30 **Reception**

Agenda for Saturday, February 6, 2016

7:30 – 8:00 AM Check in and Refreshments

8:00 – 9:15 Focused Discussion Roundtables

Roundtable 1: 8:00-8:30 Rotation time: 8:30-8:45 Roundtable 2: 8:45-9:15

Please choose one for each half-hour discussion period.

- ◆ Nuisance Abatement (*Moderator: Ric Rosow, Gregerson, Rosow, Johnson & Nilan*)
- ◆ Protests, Marches & Assemblies (*Moderator: Samuel Clark, City of St. Paul*)
- ◆ Tiny Homes (*Moderator: Matt Staehling, City of St. Cloud*)
- ◆ Truth, Lies & Body Cams (*Moderator: Nate LaCoursier, City of Duluth*)

9:15 – 9:30 Refreshment Break

9:30 – 11:00 **Sign, Sign, Everywhere a Sign: Addressing the Risks Created by the Reed v. Gilbert Case**

- ◆ Why good land-use law advice can be bad advice where signs are involved
 - ◆ The holding, dicta, and interpretations of Reed v. Town of Gilbert (U.S. 2015)
 - ◆ Plaintiffs' efforts to test the limits of Reed, in sign cases and others
 - ◆ Concrete responses available to common problems arising from Reed
- John M. Baker, Greene Espel*

11:00 – 12:00 **Ethics and Public Service**

- ◆ Universal Values
 - ◆ Analyzing Ethical Dilemmas
 - ◆ What to Do When You Suspect an Ethics Problem
- Randy Van Vleck, New Mexico Municipal League*

12:00 – 12:15 **Wrap-Up & Questions/Comments**

Charles Ramstad, President, Minnesota City Attorneys Association; City Attorney, Detroit Lakes

12:15 PM Adjourn

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Cost: \$300 (Early bird \$280 through January 8)
[Link to Event Agenda](#)

2016 Minnesota City Attorneys Educational Conference

Friday, February 05, 2016 - Saturday, February 06, 2016

Sheraton Bloomington
5601 West 78th Street
Bloomington, Minnesota 55439
United States
952-835-1900

Registration Questions?
Kim Wielinski, x212
kwielinski@mngts.org

Program Questions?
Dolly Parker, x201
dparker@mngts.org



2233 University Ave. W., Ste 150
Saint Paul, MN 55114
651-222-7409; Fax: 651-223-5307

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Start Your Registration

- * Email Address:
- * Verify Email Address:
- * Discount Code (If Applicable):

You can also register a group. [Learn More](#)

Description

The Minnesota Association of City Attorneys continues the tradition of providing high-quality legal education on February 5-6, when it presents the 2016 Minnesota Association of City Attorneys Educational Conference in Bloomington.

- [Event Home](#)
- [Event Contact Information](#)

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REQUEST FOR COMMITTEE/COUNCIL ACTION

COMMITTEE/COUNCIL NAME: City Council

Committee/Council Meeting Date: January 11, 2016

Agenda Section: New Business

Originating Department: Administration

Item Number: VI - A

ITEM DESCRIPTION: Gambling – St. Louis Church Bingo

Prepared by: Staff

COMMENTS:

Please review the attached MN Lawful Gambling LG240B Application to Conduct Excluded Bingo on February 14, 2016 at St. Louis Catholic Church, 505 Burr St., Paynesville, MN.

ADMINISTRATOR COMMENTS:

COMMITTEE/COUNCIL ACTION:

Motion to approve the MN Lawful Gambling LG240B Application to Conduct Excluded Bingo for St. Louis Catholic Church on February 14, 2016.

ORGANIZATION INFORMATION

Organization Name: St Louis Catholic Church Previous Gambling Permit Number: _____

Minnesota Tax ID Number, if any: 8470503 Federal Employer ID Number (FEIN), if any: 41-0747174

Mailing Address: 505 Burr Street

City: Paynesville State: MN Zip: 56362 County: Stearns

Name of Chief Executive Officer (CEO): Fr Glenn Krystosek

Daytime Phone: 320-243-4413 Email: bulletin@saintalm.org

NONPROFIT STATUS

Type of Nonprofit Organization (check one):

Fraternal Religious Veterans Other Nonprofit Organization

Attach a copy of at least one of the following showing proof of nonprofit status:

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

Current Certificate of Good Standing
 Don't have a copy? This certificate must be obtained each year from:
 MN Secretary of State, Business Services Division
 60 Empire Drive, Suite 100
 St. Paul, MN 55103
 Secretary of State website, phone numbers:
www.sos.state.mn.us
 651-296-2803, or toll free 1-877-551-6767

Internal Revenue Service-IRS income tax exemption 501(c) letter in your organization's name
 Don't have a copy? Obtain a copy of your federal income tax exempt letter by having an organization officer contact the IRS at 877-829-5500.

Internal Revenue Service-Affiliate of national, statewide, or international parent nonprofit organization (charter)
 If your organization falls under a parent organization, attach copies of both of the following:
 1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling, and
 2. the charter or letter from your parent organization recognizing your organization as a subordinate.

EXCLUDED BINGO ACTIVITY

Has your organization held a bingo event in the current calendar year? Yes No

If yes, list the dates when bingo was conducted: _____

The proposed bingo event will be:

one of four or fewer bingo events held this year. Dates: February 14, 2016

-OR-

conducted on up to 12 consecutive days in connection with a:

county fair Dates: _____

civic celebration Dates: _____

Minnesota State Fair Dates: _____

Person in charge of bingo event: St Louis Catholic United Financial- Ron Fuchs Daytime Phone: 320-243-7894

Name of premises where bingo will be conducted: Church of St Louis

Premises street address: 505 Burr Street

City: Paynesville If township, township name: _____ County: Stearns

LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)

<p style="text-align: center;">CITY APPROVAL for a gambling premises located within city limits</p> <p>On behalf of the city, I approve this application for excluded bingo activity at the premises located within the city's jurisdiction.</p> <p>Print City Name: <u>City of Paynesville MN</u></p> <p>Signature of City Personnel: _____</p> <p>Title: _____ Date: _____</p> <div style="border: 1px solid black; padding: 5px; margin: 10px auto; width: 80%; text-align: center;"> <p>The city or county must sign before submitting application to the Gambling Control Board.</p> </div>	<p style="text-align: center;">COUNTY APPROVAL for a gambling premises located in a township</p> <p>On behalf of the county, I approve this application for excluded bingo activity at the premises located within the county's jurisdiction.</p> <p>Print County Name: _____</p> <p>Signature of County Personnel: _____</p> <p>Title: _____ Date: _____</p> <p>TOWNSHIP (if required by the county) On behalf of the township, I acknowledge that the organization is applying for excluded bingo activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minnesota Statutes, Section 349.213.)</p> <p>Print Township Name: _____</p> <p>Signature of Township Officer: _____</p> <p>Title: _____ Date: _____</p>
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CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

The information provided in this application is complete and accurate to the best of my knowledge.

Chief Executive Officer's Signature: *Fr Glenn Krystosek* Date: _____
(Signature must be CEO's signature; designee may not sign)

Print Name: Fr Glenn Krystosek

MAIL OR FAX APPLICATION & ATTACHMENTS

<p>Mail or fax application and a copy of your proof of nonprofit status to:</p> <p style="padding-left: 20px;">Minnesota Gambling Control Board 1711 West County Road B, Suite 300 South Roseville, MN 55113 Fax: 651-639-4032</p> <p>An excluded bingo permit will be mailed to your organization. Your organization must keep its bingo records for 3-1/2 years.</p> <p>Questions? Call a Licensing Specialist at 651-539-1900.</p>	<p>Bingo hard cards and bingo number selection devices may be borrowed from another organization authorized to conduct bingo. Otherwise, bingo hard cards, bingo paper, and bingo number selection devices must be obtained from a distributor licensed by the Minnesota Gambling Control Board. To find a licensed distributor, go to www.mn.gov/gcb and click on Distributors under the LIST OF LICENSEES, or call 651-539-1900.</p> <p style="text-align: center;">This form will be made available in alternative format (i.e. large print, braille) upon request.</p>
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Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota's Department of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

REQUEST FOR COMMITTEE/COUNCIL ACTION

COMMITTEE/COUNCIL NAME: City Council

Committee/Council Meeting Date: January 11, 2016

Agenda Section: New Business

Originating Department: Administration

Item Number: VI - B

ITEM DESCRIPTION: Cable Consulting – Rudy Vigil

Prepared by: Staff

COMMENTS:

Please review the attached proposal in the amount of \$2,400.0 for the 2016 calendar year from Rudy Vigil for cable consulting services. This is the same amount that he charged in 2015.

ADMINISTRATOR COMMENTS:

COMMITTEE/COUNCIL ACTION:

Motion to approve the amount of \$2,400.00 for the 2016 calendar year from Rudy Vigil for cable consulting services.

City of Paynesville
221 Washburne Ave.
Paynesville, Mn 56362

**For consulting services provided by Rudy Vigil including
mileage, cables, adapters, parade equipment rental
from Jan. 1, 2016 to Jan. 1, 2017.**

Total \$2,400.00

Rudy Vigil
417 Litchfield Ave SW
Willmar, Mn 56201

REQUEST FOR COMMITTEE/COUNCIL ACTION

COMMITTEE/COUNCIL NAME: City Council

Committee/Council Meeting Date: January 11, 2016

Agenda Section: New Business

Originating Department: Administration

Item Number: VI - C

ITEM DESCRIPTION: Conference Attendance

Prepared by: Staff

COMMENTS:

In the past the Council has pre-approved the attendance (registration, mileage, usual expenses, per diem (if applicable), lodging, and staff time) of the City Administrator and any Council member to the following events for 2016:

- LMC Annual Conference – June 14 – 17, 2016 in St. Paul
- LMC Regional Meetings
- Mayor's Conference
- Stearns County Municipal League Meetings
- Experienced Officials Training – January 22 – 23, 2016 in Brooklyn Center

ADMINISTRATOR COMMENTS:

Consider adding to the above list the MCFOA Clerks Conference – March 15-18, 2016 in St. Cloud for the City Administrator.

COMMITTEE/COUNCIL ACTION:

Motion to approve the attendance (registration, mileage, usual expenses, and per diem (if applicable) of the City Administrator and any Council member to the following events for 2016:

- LMC Annual Conference – June 14 – 17, 2016 in St. Paul
- LMC Regional Meetings
- Mayor's Conference
- Stearns County Municipal League Meetings
- Experienced Officials Training – January 22 – 23, 2016 in Brooklyn Center
- MCFOA Clerks Conference – March 15-18, 2016 in St. Cloud

REQUEST FOR COMMITTEE/COUNCIL ACTION

COMMITTEE/COUNCIL NAME: City Council

Committee/Council Meeting Date: January 11, 2016

Agenda Section: New Business

Originating Department: Administration

Item Number: VI - D

ITEM DESCRIPTION: 2016 Liquor Store Lease Payment

Prepared by: Staff

COMMENTS:

The 2016 Liquor Store Lease payments are:

Jan. Feb. & March	\$1,635.00 plus \$10.00 for sign electricity
April – Dec.	\$1,828.00 plus \$10.00 for sign electricity

The lease is to be paid in monthly installments plus \$10.00 per month for sign electricity payable to Teals Management.

ADMINISTRATOR COMMENTS:

COMMITTEE/COUNCIL ACTION:

Motion to pay the 2016 Liquor Store lease in monthly installments of \$1,635.00 plus \$10.00 per month for sign electricity (Jan., Feb. & March) and \$1,828.00 plus \$10.00 per month for sign electricity (April – Dec.) from 105 Liquor Fund payable to Teals Management.

REQUEST FOR COMMITTEE/COUNCIL ACTION

COMMITTEE/COUNCIL NAME: City Council

Committee/Council Meeting Date: January 11, 2016

Agenda Section: New Business

Originating Department: Administration

Item Number: VI - E

ITEM DESCRIPTION: Appointment of Fire Department Chief & Officers

Prepared by: Staff

COMMENTS:

The Fire Department members recommend appointing the following:

Chief – Bob Liestman

Assistant Chief – Len Gilmore

Secretary – Andy Soine

Treasurer – Jon Kulzer

ADMINISTRATOR COMMENTS:

These are the same officers as in 2015.

COMMITTEE/COUNCIL ACTION:

Motion to appoint the following Fire Department Chief & Officers:

Chief – Bob Liestman

Assistant Chief – Len Gilmore

Secretary – Andy Soine

Treasurer – Jon Kulzer

REQUEST FOR COMMITTEE/COUNCIL ACTION

COMMITTEE/COUNCIL NAME: City Council

Committee/Council Meeting Date: January 11, 2016

Agenda Section: New Business

Originating Department: Administration

Item Number: VI - F

ITEM DESCRIPTION: Election of Mayor Pro Tem

Prepared by: Staff

COMMENTS:

Nominations for Mayor Pro Tem.

The past Mayor Pro Tem was Jean Soine. The Mayor Pro Tem performs the duties of the mayor during the absence of the mayor.

ADMINISTRATOR COMMENTS:

COMMITTEE/COUNCIL ACTION:

A motion to elect _____ as Mayor Pro Tem.

REQUEST FOR COMMITTEE/COUNCIL ACTION

COMMITTEE/COUNCIL NAME: City Council

Committee/Council Meeting Date: January 11, 2016

Agenda Section: New Business

Originating Department: Administration

Item Number: VI - G

ITEM DESCRIPTION: Official Depositories For City Funds

Prepared by: Staff

COMMENTS:

Please review the attached Resolution 2016-01 Designating Depositories Of Funds, Designating A Chief Financial Officer & Establishing Authority To Act.

ADMINISTRATOR COMMENTS:

COMMITTEE/COUNCIL ACTION:

Motion to approve Resolution 2016-01 Designating Depositories Of Funds, Designating A Chief Financial Officer & Establishing Authority To Act.

**RESOLUTION 2016-01
DESIGNATING DEPOSITORIES OF FUNDS,
DESIGNATING A CHIEF FINANCIAL OFFICER &
ESTABLISHING AUTHORITY TO ACT**

WHEREAS, Minnesota Statutes require municipalities to designate one or more financial institutions as depositories of its funds; and

WHEREAS, Minnesota Statutes further allow municipalities to designate a Chief Financial Officer and to authorize that Chief Financial Officer to designate depositories of funds and to make investments; and

WHEREAS, the City of Paynesville is a municipality;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF PAYNESVILLE, MINNESOTA AS FOLLOWS:

1) The City Council hereby designates the following financial institutions as depositories of its funds:

Farmers & Merchants State Bank
Central Minnesota Credit Union
Bank of the West

2) Renee Eckerly, City Administrator of the City of Paynesville is designated as the Chief Financial Officer of the City of Paynesville and shall continue to serve as Chief Financial Officer of the City of Paynesville until a replacement is named.

3) The Chief Financial Officer of the City of Paynesville is authorized to designate such additional financial institutions as depositories of funds of the City as may be necessary or desirable from time to time.

4) The Chief Financial Officer of the City of Paynesville is further authorized to make investments of funds under Chapter 118A of Minnesota Statutes.

Adopted by the City Council of the City of Paynesville this 11th day of January, 2016.

Jeff Thompson, Mayor

ATTEST:

Renee Eckerly, City Administrator

REQUEST FOR COMMITTEE/COUNCIL ACTION

COMMITTEE/COUNCIL NAME: City Council

Committee/Council Meeting Date: January 11, 2016

Agenda Section: New Business

Originating Department: Administration

Item Number: VI - H

ITEM DESCRIPTION: 2016 Council Committee/Board/Commission Appointments

Prepared by: Staff

COMMENTS:

Mayor Thompson recommends the following 2016 Committee/Board/Commission appointments:

Administrative Fine Hearing Board – Jean Soine & Kay McDaniel

Airport Commission – Donovan Mayer

Budget & Finance Committee – Jean Soine & Neil Herzberg

Cable & Technology Commission – Donovan Mayer

Community Ed Representative – Jeff Thompson

EDAP Board – Kay McDaniel & Jean Soine

Environmental Committee – Donovan Mayer

Joint Planning Board – Jeff Thompson

Labor Negotiations Team – Jean Soine & Jeff Thompson

Municipal Off-Sale Liquor Retail Board – Jeff Thompson

Park & Tree Board – Neil Herzberg

Paynesville Area Joint Trails Board – Jeff Thompson

Policies & Procedures Committee – Kay McDaniel & Donovan Mayer

Property Negotiations Team – Donovan Mayer & Jean Soine

Planning Commission – Neil Herzberg

Public Safety Committee – Jeff Thompson

Public Works Committee – Neil Herzberg

Weed Inspector – Jeff Thompson

Wellhead Protection Committee – Neil Herzberg

ADMINISTRATOR COMMENTS:

COMMITTEE/COUNCIL ACTION:

A motion to approve the 2016 Council Committee/Board/Commission appointments as presented.

REQUEST FOR COMMITTEE/COUNCIL ACTION

COMMITTEE/COUNCIL NAME: City Council

Committee/Council Meeting Date: January 11, 2016

Agenda Section: New Business

Originating Department: Administration

Item Number: VI - I

ITEM DESCRIPTION: 2016 City Committee, Commission, and Board Member Appointments

Prepared by: Staff

COMMENTS:

Please review the attached list of City Committee, Commission, and Board member appointments for 2016.

ADMINISTRATOR COMMENTS:

COMMITTEE/COUNCIL ACTION:

A motion to approve the 2016 City Committee, Commission, and Board member appointments.

2016 COMMITTEES

AIRPORT COMMISSION

Bob McDaniel
Aaron Kranz
Steve Whitcomb
Matt Larson
Donavan Mayer
Ron Mergen, Airport Manager – Advisory Member
Chuck DeWolf, Bolton & Menk, Inc. – Advisory Member
Renee Eckerly – Advisory Member

AIRPORT ZONING BOARD

VACANCY
Patsy Fenske
Dallas Fenske
Joe Speldrich
Steve Brown
Steve Whitcomb
Darlene Loven
Jennifer Buckentine & Chelle Benson Stearns County
Representative
Roger Imdieke, Kandiyohi County Representative
Renee Eckerly – Advisory Member
Ron Mergen, Airport Manager – Advisory Member
Chuck DeWolf, Bolton & Menk, Inc. – Advisory Member

AIRPORT BOARD OF ADJUSTMENT

Joe Voss
Mike Flanders
Bruce Stang
Bruce Vanderpool
VACANCY
Ron Mergen, Airport Manager – Advisory Member
Renee Eckerly – Advisory Member

ADMINISTRATIVE FINE HEARING BOARD

Jean Soine
Kay McDaniel
Renee Eckerly

BUDGET & FINANCE COMMITTEE

Jean Soine
Neil Herzberg
Belinda Ludwig
Elliot LaBeau
Renee Eckerly

CABLE & TECHNOLOGY COMMISSION

Harry Thielen
Bev Mueller
Marv Niedan
Donavan Mayer
Brett Bungum
JoLyn Lindquist, Social Media Specialist - Advisory
Renee Eckerly – Advisory Member

CHAMBER OF COMMERCE REPRESENTATIVE

Renee Eckerly

CITATION NEUTRAL PARTY

Larry Alstead

COMMUNITY ED REPRESENTATIVE

Jeff Thompson

EDAP BOARD

Kay McDaniel
Chris Stanley
Don Wiese
Don Pietsch
Wayne Nelson
Bruce Stang
Jean Soine
Renee Eckerly – Advisory Member

ENVIRONMENTAL COMMITTEE

Donavan Mayer
Bev Aas
Neil Herzberg
Chuck Koshiol
VACANCY
Brandon Michaelis
Duane Olmscheid
Harry Thielen
Chad Woelfel
Mike Jensen
Ron Mergen – Advisory Member
Renee Eckerly – Advisory Member
Don Williamson – Advisory Member

JOINT PLANNING BOARD

Don Wiese
Don Pietsch
Jeff Thompson
Renee Eckerly
AT LARGE MEMBER (appointed by Board)

LABOR NEGOTIATIONS TEAM

Jeff Thompson
Jean Soine
Renee Eckerly – Advisory Member

MUNICIPAL OFF-SALE LIQUOR RETAIL BOARD

Jeff Thompson
Steve Vaske
Jennifer Welling
Sue Hecht
Reed Ringstad
Bill Ludwig – Advisory Member

PARK & TREE BOARD

Jonathan Truwe
John B. Wimmer
VACANCY
Neil Herzberg
Nancy Ellis
Len Gilmore
Matt Dickhausen
Lee Schleper – Advisory Member
Ron Mergen – Advisory Member
Renee Eckerly – Advisory Member
Chuck DeWolf, Bolton & Menk, Inc. – Advisory Member

PAY DEL CO REPRESENTATIVE

Renee Eckerly

PAYNESVILLE AREA JOINT TRAILS BOARD

Don Wiese
Don Pietsch
Mike Jensen
Jeff Thompson
Ron Mergen
AT LARGE MEMBER (appointed by Board)
Renee Eckerly
Chuck DeWolf, Bolton & Menk, Inc. – Advisory Member

PLANNING COMMISSION

Darlene Loven
Ron Mehr
VACANCY
Bob McDaniel
Neil Herzberg
Renee Eckerly – Advisory Member

POLICIES & PROCEDURES COMMITTEE

Kay McDaniel
Donavan Mayer
Renee Eckerly

PROPERTY NEGOTIATIONS TEAM

Jean Soine
Donavan Mayer
Ron Mergen
Renee Eckerly

PUBLIC SAFETY COMMITTEE

Jeff Thompson
Paul Wegner, Police Chief
Bob Liestman, Fire Chief
Doris Wendlandt
Renee Eckerly
Brady Klingfus, Emergency Services Director
Harry Thielen, Paynesville Township
Donnie Mayer, Paynesville Area Schools
Frank Carter, CentraCare Health - Paynesville

PUBLIC WORKS COMMITTEE

Dave Peschong
Melvin Schaefer
Keith Hemmesch
Neil Herzberg
Matt Quade, AMPI or his proxy
Chuck DeWolf, Bolton & Menk, Inc. – Advisory Member
Ron Mergen – Advisory Member
Renee Eckerly – Advisory Member

SAFETY COMMITTEE

Jennifer Welling
Ron Mergen
Bill Ludwig
Alice McColley
Paul Wegner
Lee Schleper
Renee Eckerly

TREASURER

Renee Eckerly

WEED INSPECTORS

Jeff Thompson
Bob Wander

WELLHEAD PROTECTION COMMITTEE

Representative, Northfork Crow River Watershed District
Representative, Rice Lake Improvement Association
Mary Kiebel, Lake Koronis Association
Neil Herzberg
Jeff Sawatsky
John VanderBeek Jr.
Bob Brauchler, Northfork Crow River Watershed District
Jennifer Kaminskie, Stearns Co. Env. Services – Advisory
Representative, Stearns Co. SWCD – Advisory Member
Dave Neiman, MN Rural Water Assoc. – Advisory Member
Karen Voz, MN Dept. of Health – Advisory Member
Chuck DeWolf, Bolton & Menk, Inc. – Advisory Member
Ron Mergen – Advisory Member
Renee Eckerly – Advisory Member

REQUEST FOR COMMITTEE/COUNCIL ACTION

COMMITTEE/COUNCIL NAME: City Council

Committee/Council Meeting Date: January 11, 2016

Agenda Section: New Business

Originating Department: Administration

Item Number: VI - J

ITEM DESCRIPTION: 2016 City Assignments and Appointments

Prepared by: Staff

COMMENTS:

Designate Official Newspaper:

Paynesville Press

Designate City Attorney:

Spooner & Glenz Law Offices, PLLC

Annual Appointments:

Building Inspectors:

Jim Tews, City of Litchfield

Brad Mehlhop

Treasurer:

Renee Eckerly

City Engineer:

Bolton & Menk, Inc.

Emergency Services Director:

Brady Klingfus

Auditor:

CliftonLarsonAllen, LLP

Data Practices Compliance Officer:

Renee Eckerly

ADMINISTRATOR COMMENTS:

COMMITTEE/COUNCIL ACTION:

A motion to approve the 2016 City Assignments and Appointments as presented.

REQUEST FOR COMMITTEE/COUNCIL ACTION

COMMITTEE/COUNCIL NAME: City Council

Committee/Council Meeting Date: January 11, 2016

Agenda Section: New Business

Originating Department: Administration

Item Number: VI - K

ITEM DESCRIPTION: 2016 Council Meeting Date Changes

Prepared by: Staff

COMMENTS:

Looking ahead at the 2016 Calendar:

Monday, December 26, 2016 – Christmas Holiday – City Hall is closed

Suggested reschedule date – Tuesday, December 27, 2016 at 6:00 p.m.

Please check your personal calendars.

ADMINISTRATOR COMMENTS:

COMMITTEE/COUNCIL ACTION:

Motion to reschedule the December 26, 2016 City Council meeting for Tuesday, December 27, 2016 at 6:00 p.m.

REQUEST FOR COMMITTEE/COUNCIL ACTION

COMMITTEE/COUNCIL NAME: City Council

Committee/Council Meeting Date: January 11, 2016

Agenda Section: New Business

Originating Department: Administration

Item Number: VI - L

ITEM DESCRIPTION: 2016 Fee Schedule

Prepared by: Staff

COMMENTS:

Please review the attached proposed 2016 Fee Schedule. Discussion.

ADMINISTRATOR COMMENTS:

COMMITTEE/COUNCIL ACTION:

Motion to approve the 2016 Fee Schedule.

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2016 City of Paynesville License & Fee Schedule

Licenses		Current Fee	Proposed Fee	Effective Date	Date Approved
Animal					
Kennel	Chpt. 6 Pg. 94	\$25.00		January 1	4-9-03 5-21-03 2003-24 2004-25 2009-49
Dog & Cat	Chpt. 10 Pg. 121	On or Before September 30 th \$10.00 spayed/neutered \$20.00 not spayed/neutered		January 1	4-9-03 5-21-03 2003-24 2004-25 2009-49
		On or After October 1 st \$20.00 spayed/neutered \$40.00 not spayed/neutered			
Duplicate Pet Tag	Chpt. 10	\$5.00		January 1	2013-04
Potentially Dangerous Dog	Chpt. 10	\$300.00 annually		January 1	11-26-08 2008-33
Dangerous Dog	Chpt. 10	\$500.00 annually		January 1	11-26-08 2008-33
Other					
Shows & Assemblies	Chpt. 6 Pg. 87	\$25.00 Investigation Fee \$250.00		January 1	5-14-03 5-21-03 2003-25
Tobacco	Chpt. 6 Pg. 89	\$100.00		January 1	5-14-03 5-21-03 2003-25 2009-49
Garbage/Refuse Haulers	Chpt. 6 Pg. 93	\$50.00		April 1	5-14-03 5-21-03 2003-25
Peddlers/Solicitors	Chpt. 6 Pg. 90 Ord. 83, 2 nd Series	\$100.00		January 1	5-14-03 5-21-03 2003-25 2005-25
Parade Permit	Chpt. 7 Pg. 102	N/A		N/A	N/A
Tree Permit	Chpt. 7 Pg. 103	N/A		N/A	N/A

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Liquor					
Intoxicating Liquor: On Sale Off Sale	Chpt. 5	\$3000.00 N/A		January 1	7-9-03 2003-36 7-14-04 2004-36
3.2 Beer/Wine Coolers	Chpt. 5	\$100.00		January 1	7-9-03 2003-36 7-14-04 2004-36 2009-49
Temporary Liquor	Chpt. 5	\$50.00		January 1	7-9-03 2003-36 7-14-04 2004-36 2010-37
Temporary Beer (special event/beer garden)	Chpt. 5	\$50.00		January 1	7-9-03 2003-36 7-14-04 2004-36 2010-37
On-Sale Wine	Chpt. 5	\$150.00		January 1	7-9-03 2003-36 7-14-04 2004-36
Consumption & Display	Chpt. 5	\$50.00		January 1	7-9-03 2003-36 7-14-04 2004-36 2010-37
Application & Investigation Fee (except for Temp. Beer)	Chpt. 5	\$250.00		January 1	7-9-03 2003-36 7-14-04 2004-36
Sunday Liquor		\$200.00		January 1	2009-49
Fire Department					
Rates Charged For Fire & Rescue Services		Grass Rig \$100.00 per hour		January 1	2013-13
		#8 Tanker \$15.00 per hour			
		#6, #11, #12 Pumpers \$250.00 per hour			
		Rescue Van \$150.00 per hour			
		#15 Ranger 4-Wheeler \$100.00 per hour			
		Vehicle Fire Vehicle Rescue \$350.00 per hour			
		Response to 3 rd or more false alarms during a calendar year \$100.00 per call (first 2 responses to false alarms during calendar year are no charge)			

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Planning/Zoning					
Moving Permit	Chpt. 4	\$25.00 plus \$30.00/hr. (police escort, 1 hr. minimum)		January 1	5-14-03 5-21-03 2003-26 2010-37
Excavation Permit	Chpt. 7 7.06 & 7.08	\$40.00		January 1	5-28-03 6-4-03 2003-29 2009-49
Sign Permit	Chpt. 11	For all signs requiring a permit up to and including 250 square feet in size = \$25.00		January 1	5-28-03 6-4-03 2003-29 2010-11
		For all signs requiring a permit and over 250 square feet in size = \$200.00			
Temporary Structure Permit	Chpt. 11	\$25.00		January 1	5-28-03 6-4-03 2003-30 2009-49 2010-37
Conditional Use Permit	Chpt. 11	\$225.00		January 1	4-9-91 1991-32 9-14-05 2005-34 2009-49
Temporary Use Permit	Chpt. 11 Ord. 122	\$200.00		January 1	2010-15
Variance	Chpt. 11	\$250.00		January 1	4-9-91 1991-32 9-14-05 2005-34 2009-49
Amendments/Re-Zoning	Chpt. 11	\$200.00		January 1	4-9-91 1991-32 9-14-05 2005-34 2009-49
Lot Split	Chpt. 12	Administrative Review \$50.00 Public Hearing \$120.00 TOTAL \$170.00		January 1	5-14-03 5-21-03 2003-27 7-14-04 2004-37 9-14-05 2005-35 2009-50
Preliminary Plat	Chpt. 12	\$150.00		January 1	2-13-02 2002-08 2009-49
Final Plat	Chpt. 12	\$200.00		January 1	2-13-02 2008-08 9-14-05 2005-35 2009-49
Stearns County Highway Department Engineer - (review of plat that abuts a county road)	Chpt. 12	\$90.00		Set by County	2006 - 32
Re-Approval of Final Plat	Chpt. 12	\$150.00		January 1	10-13-04 2004-56 9-14-05 2005-35

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					2009-49
Vacation	State	\$175.00		January 1	5-14-03 5-21-03 9-14-05 2005-33 2009-49
Shingling (Re-roof) Permit	State	\$36.75		Contract (January 1) State surcharge fee change	3-12-03 2003-17 7-1-15
Siding Permit	State	\$36.75		Contract (January 1) State surcharge fee change	3-12-03 2003-17 7-1-15
Mechanical Permit	State	\$23.00		Contract (January 1) State surcharge fee change	3-12-03 2003-17 7-1-15
Replace Windows/Doors	State	\$36.75		Contract (January 1) State surcharge fee change	3-12-03 2003-17 7-1-5-
Miscellaneous Permit	State	\$23.00		Contract (January 1) State surcharge fee change	3-12-03 2003-17 7-1-15
Residential Demolition Permit	State	\$35.75 + \$1.00 = \$36.75 plus lab fees (if needed)		Contract (January 1) State surcharge fee change	3-12-03 2003-17 7-1-15
Commercial Demolition Permit	State	\$64.25 + \$1.00 = \$65.25 plus lab fees (if needed)		Contract (January 1) State surcharge fee change	3-12-03 2003-17 7-1-15
Residential Permit	State	1994 fee schedule + state surcharge + zoning check fee (if needed)		Contract (January 1)	3-12-03 2003-17
Commercial Permit	State	1994 fee schedule + 25% of plan review + state surcharge + zoning check fee (if needed)		Contract (January 1)	3-12-03 2003-17
Zoning Check		\$25.00		January 1	5-14-03 5-21-03 2003-28 2009-49
Investigation Fee	SBC	Equal to the permit fee, up to a maximum of \$50.00 – No state surcharge is applied		January 1	2006-41 9-27-06
Placement Permit		\$25.00		January 1	5-14-03 5-21-03 2003-28 2009-49
Earthwork (Mining) Permit		\$100.00		January 1	

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Utilities					
<p>Water Rates: Multi-Unit Res. or Comm. All Other Users Bulk Rates All Users: 2,001 and 99,999 gal. 100,000 and 500,000 gal. Over 500,000 gal.</p> <p>Residential (single user only) Conservation Rate</p>	Chpt. 3	<p>\$15.75 for first 2,000 gal. \$21.00 for first 2,000 gal.</p> <p>\$2.87/1,000 gal. \$2.82/1,000 gal. \$2.81/1,000 gal.</p> <p>\$2.92 per 1,000 gal. over 100,000 gal. (2nd & 3rd quarter only)</p>		January 1	2004-71 2005-47 2006-59 2007-42 2008-37 2009-50 2010-40 2011-35 2012-40 2014-37 2015-18
<p>Water Hook-Up Fees: Single Family Unit Apartments All Others</p>	Chpt. 3	<p>\$800.00 (plus standard water meter at \$215.00) \$800.00 plus \$75.00/apt. (plus water meter) \$800.00 plus \$75.00/additional water unit (plus water meter) 5/8 –3/4 residential meter \$325.00 (all other meters based on cost)</p>		January 1	2004-71 2005-47 2006-59 2007-42 2008-37 2009-50 2010-40 2011-35 2012-40 2014-37 2015-18
<p>Sewer Rates: Multi-Unit Res. or Comm. All Other Users Bulk Rates All Users</p> <p>Surcharge – all users discharging wastewater with BOD5 levels in excess of normal domestic sewage level (270mg/l BOD5)</p>	Chpt. 3	<p>\$15.75 for first 2,000 gal. \$21.00 for first 2,000 gal. \$3.36 per 1,000 gal. over 2,000 gal. .5 cents per pound of BOD5 per day is excess of normal domestic sewage level, times the number of days in billing cycle</p>		January 1	2004-71 2005-47 2006-59 2007-42 2008-37 2009-50 2010-40 2011-35 2012-40 2014-37 2015-18
<p>Sewer Hook-Up Fees: Single Family Units Apartments All Others</p>	Chpt. 3	<p>\$1,000.00 \$1,000.00 plus \$100.00/apt. unit \$1,000.00 plus \$100.00/water unit</p>		January 1	2004-71 2005-47 2006-59 2008-37 2009-50 2010-40 2011-35 2012-40 2014-37 2015-18
<p>Penalty For Late Payment</p>	Chpt. 3	<p>10% per month of the unpaid balance, up to a maximum not to exceed \$500.00</p>		January 1	2004-71 2005-47 2006-59 2008-37 2009-50 2010-40 2011-35 2012-40 2014-37 2015-18

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Disconnect Fee & Reconnect Fee	Chpt. 3	\$35.00 \$35.00		January 1	2004-71 2005-47 2006-59 2008-37 2009-50 2010-40 2011-35 2012-40 2014-37 2015-18
Un-Metered Services	Chpt. 3	\$25.00 minimum plus \$10.00 per thousand gallons		January 1	2008-37 2009-50 2010-40 2011-35 2012-40 2014-37 2015-18
Water/Sewer Contractor License	Chpt. 6	\$75.00 new \$25.00 annual renewal		January 1	2004-71 2005-47 2006-59 2008-37 2009-50 2010-40 2011-35 2012-40 2014-37 2015-18
Transfer Fee of Water/Sewer Accounts	Ord. 3-1991	\$12.50		January 1	2004-71 2005-47 2006-59 2008-37 2009-50 2010-40 2011-35 2012-40 2014-37 2015-18
Trunk Fees For Sanitary Sewer, Water Main, & Storm Water Mgmt. Planning	Chpt. 12 Ord. 87 4-26-06	Sanitary Sewer = \$1,270.00/acre Water Main = \$1,390.00/acre Storm Water = \$0.00/acre			2006-21 6-27-06 2006-31 2010-18 2010-40 2011-35 2012-40 2014-37 2015-18
Bulk Water	Chpt. 3	\$25.00 minimum plus \$10.00/1,000 gallons			2007-42 2010-40 2011-35 2012-40 2014-37 2015-18
Street Light Fee	Chpt. 3	\$4.00/quarter not to exceed \$16.00/year to be billed on the water bills			2007-43 2009-47 2014-30
Sidewalk Snow Removal	Chpt. 7	\$75.00 per hour			2012-42
Mowing Grass	Chpt. 10	\$75.00 per hour			2012-42

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Public Works Personnel Providing Assistance To Other Municipalities	Res.	Labor by Public Works staff: \$45.00 per hour			2013-10
		Clerical Staff: \$48.00 per hour			
		Labor by Public Works Director: \$70.00 per hour			
		Mileage reimbursed at IRS rate			

Garbage					
Un-occupied – drive by fee	Contract	\$4.00			10-27-04 11-23-15
Cart replacement fee		\$65.00			2004-63 11-23-15
35 – gallon cart 35 – gallon cart 35 – gallon cart 65 – gallon cart 95 - gallon cart	Contract	Fees include trash, recycling, surcharge & tax: Once a month \$10.49 Every other week \$12.96 Once a week \$17.41 Once a week 20.48 Once a week \$22.68 All above rates include a single sort recycling cart with a 65 gallon capacity.			10-27-04 2004-63 8-10-11 11-23-15

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Miscellaneous					
Special Meeting Request		\$100.00		January 1	5-14-03 5-21-03 2003-28
Mayor Salary	Chpt. 2	\$4,040.00/year \$4,080.40/year \$4,479.38/year \$4,703.35/year		1-1-07 1-1-08 1-1-13 1-1-14	9-27-06 Ord. 92 Ord. 142
Council Member Salary	Chpt. 2	3,030.00/year 3,060.30/year \$3,359.53/year \$3,527.51/year		1-1-07 1-1-08 1-1-13 1-1-14	9-27-06 Ord. 92 Ord. 142
Mayor/Council Per Diem	Chpt. 2	\$45.00/half day \$90.00/full day		January 1	10-23-02 2002-20 10-25-06 2006-50
Residential Compost Site Permit		\$10.00		January 1	2009-48
Commercial Compost Site Permit With Key		\$100.00 Non-Profit \$200.00 Commercial Users		January 1	10-23-02 2009-48 2013-38
Meeting Rooms/Office Space		local non-profit free		January 1	5-14-03 5-21-03 2003-28
		local business \$25.00			
		out-of-town non-profit \$35.00			
		out-of-town business \$75.00			
Gazebo Reservation		\$25.00 plus tax \$1.72 = \$26.72		January 1	2008-05 2010-37
Damage Deposit For Veterans Park Shelter		\$50.00			
Veteran's Park Shelter Kitchen with Banquet Hall & Outside Seating		Individual/Entity \$100.00 plus tax \$6.88 = \$106.88			2010-37
Metal Detector Rental		\$15.00/day or any part of a day		January 1	2008-05 2010-37
Notary Services		\$1.00 (at limit)		January 1	5-14-03 5-21-03 2003-28
Public Copies		\$.25 (at limit)		January 1	5-14-03 5-21-03 2003-28
Fax (in or out going)		\$5.00		January 1	5-14-03 5-21-03 2003-28
Copy of Zoning Ordinance		\$25.00		January 1	5-14-03 5-21-03 2003-28
Copy of Comprehensive Plan		hard copy \$25.00 CD \$15.00		January 1	5-14-03 5-21-03 2003-28
Copy of Airport Zoning Document		\$10.00		January 1	5-14-03 5-21-03 2003-28
Mailing Labels For Non-Profit For Profit/Business		\$35.00		January 1	1-26-05 2005-06 2009-18
Drivers License Manuals	Res.	Standard Driver's Manual: \$7.00		January 1	2011-39
		Motorcycle Manual: \$4.50			
		CDL Manual: \$10.00			

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		School Bus Manual: \$3.00			
Police Department					
Finger Printing		\$15.00		January 1	6-9-04 2004-29 2010-37
Civil Process Service		\$30.00		January 1	6-9-04 2004-29 2009-49
Preliminary Breath Testing (court ordered)		\$5.00/day		January 1	6-9-04 2004-29
Accident Reports for Insurance Companies and Individuals		\$5.00/report		January 1	6-9-04 2004-29
Copies of Photographs		\$2.00 per copy \$5.00 per disk or CD		January 1	6-9-04 2004-29 2009-49
All other Reports		\$5.00/report		January 1	6-9-04 2004-29
Special request for licensed peace officer (beer gardens & dances)		\$45.00/hour		January 1	6-9-04 2004-29 2009-49 2014-31
Administrative Fines					
Opening Hydrants	Chpt. 3	\$75.00			
Sump Pump Violations	Chpt. 3	\$50.00			
Plumbing without Permit	Chpt. 3	\$50.00			
Violating Sprinkling Ban	Chpt. 3	\$50.00			
Building without Permit	Chpt. 4	\$75.00			
Drinking on Street or in City Park	Chpt. 5	\$50.00			
Open Container on Street	Chpt. 5	\$50.00			
Alcohol on School Grounds	Chpt. 5	\$50.00			
Obstructions in Street	Chpt. 7	\$50.00			
Excavating without Permit	Chpt. 7	\$75.00			
Bicycle & Unicycle Violations	Chpt. 8	\$20.00			
Rollerblade & Skateboard Violations	Chpt. 8	\$20.00			
Cross Double Yellow Lines	Chpt. 8	\$20.00			
Unreasonable Acceleration	Chpt. 8	\$75.00			
Regulations of Use of Trails	Chpt. 8	\$75.00			
Avoiding Traffic Signals	Chpt. 8	\$50.00			
Snowmobile Violations	Chpt. 8	\$50.00			
Parallel Parking	Chpt. 9	\$20.00			
Snow Removal Parking (1 - 6 am)	Chpt. 9	1 st - \$10.00 2 nd - \$10.00 3 rd - \$25.00			
Downtown Parking (3 - 6 am)	Chpt. 9	1 st - \$10.00 2 nd - \$10.00 3 rd - \$25.00			
Parking Violations, Hours, Limits, & Restrictions	Chpt. 9	\$20.00			
Truck Parking	Chpt. 9	1 st - \$10.00 2 nd - \$10.00 3 rd - \$25.00			
Parking on Private Property without Consent	Chpt. 9	\$20.00			
Dangerous Weapons &	Chpt. 10	\$50.00			37

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Articles Violations					
Animal without License Attached	Chpt. 10	\$50.00			
Cat/Dog Running at Large	Chpt. 10	1 st - \$50.00 2 nd - \$75.00 3 rd - \$100.00			
Cat/Dog Noises/Barking	Chpt.	1 st - \$50.00 2 nd - \$75.00 3 rd - \$100.00			
Failure to License Cat/Dog	Chpt.	1 st - \$50.00 2 nd - \$75.00 3 rd - \$100.00			
Unlawful Use of/Furnishing Tobacco	Chpt. 10	\$50.00			
Burning Leaves	Chpt. 10	\$50.00			
Disorderly Conduct	Chpt. 10	\$50.00			
Urinating in Public	Chpt. 10	\$50.00			
Noise Violation/Exhaust	Chpt. 10	\$50.00			
Curfew/Parent Allowing In Parks After Hours	Chpt. 10	\$50.00			
Obstruction on Public Property	Chpt. 10	\$50.00			
Dumping on Personal Property	Chpt. 10	\$75.00			
Hazardous Conditions	Chpt. 10	\$50.00			
Abandoned Motor Vehicles	Chpt. 10	\$50.00			

REQUEST FOR COMMITTEE/COUNCIL ACTION

COMMITTEE/COUNCIL NAME: City Council

Committee/Council Meeting Date: January 11, 2016

Agenda Section: Old Business

Originating Department: Administration

Item Number: VII – A

ITEM DESCRIPTION: 2014 Street Improvement Project

Prepared by: Staff

COMMENTS:

Chuck DeWolf will give a verbal report on the project. Please review the attached Payment Estimate No. 9 (Final Payment) in the amount of \$34,061.36; payable to Kuechle Underground, Inc. for work completed to date.

ADMINISTRATOR COMMENTS:

COMMITTEE/COUNCIL ACTION:

Motion to approve Payment Estimate No. 9 (Final Payment) in the amount of \$34,061.36; payable to Kuechle Underground, Inc.



BOLTON & MENK, INC.

Consulting Engineers & Surveyors

2040 Hwy 12 East • Willmar, MN 56201-5818

Phone (320) 231-3956 • Fax (320) 231-9710

www.bolton-menk.com

January 4, 2016

Mr. Ron Mergen
Public Works Director
City of Paynesville
221 Washburne Avenue
Paynesville, MN 56362

RE: 2014 Street & Utility Improvements
City of Paynesville, Minnesota
BMI Project No. W14.106337

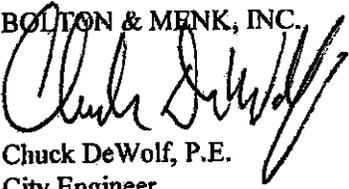
Dear Ron:

Enclosed please find three signed copies of Payment Estimate No. 9 for the above referenced project. This estimate includes all work completed to date and is the final estimate for the project. We have reviewed the estimate and have approved it as submitted. Please review the estimate and, if acceptable, sign and date all copies of the estimate and forward one copy to Kuechle Underground, Inc. with payment, one copy to myself and keep one copy for your records. Also enclosed are copies of the Contractor's IC-134 forms, lien releases and Consent of Surety form for the project for your records.

Thank you for taking the time to review this estimate. Please feel free to call me if you have any questions or would like to discuss the estimate.

Sincerely,

BOLTON & MENK, INC.


Chuck DeWolf, P.E.
City Engineer

CWD/kg

Enclosures

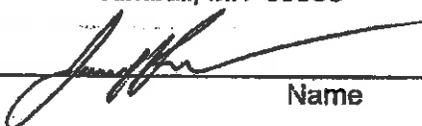
W0

CONTRACTOR'S PAY REQUEST 2014 STREET & UTILITY IMPROVEMENTS CITY OF PAYNESVILLE, MN BMI PROJECT NO. W14,106337	DISTRIBUTION:
	CONTRACTOR (1)
	OWNER (1)
	ENGINEER (1)
TOTAL AMOUNT BID PLUS APPROVED CHANGE ORDERS	\$674,044.74
TOTAL, COMPLETED WORK TO DATE	\$659,738.24
TOTAL, STORED MATERIALS TO DATE	\$0.00
DEDUCTION FOR STORED MATERIALS USED IN WORK COMPLETED	\$0.00
TOTAL, COMPLETED WORK & STORED MATERIALS	\$659,738.24
RETAINED PERCENTAGE (0%)	\$0.00
TOTAL AMOUNT OF OTHER PAYMENTS OR (DEDUCTIONS)	\$0.00
NET AMOUNT DUE TO CONTRACTOR TO DATE	\$659,738.24
TOTAL AMOUNT PAID ON PREVIOUS ESTIMATES	\$625,676.88
PAY CONTRACTOR AS ESTIMATE NO. 9	\$34,061.36

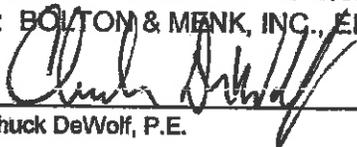
Certificate for Final Payment

I hereby certify that, to the best of my knowledge and belief, all items quantities and prices of work and material shown on this Estimate are correct and that all work has been performed in full accordance with the terms and conditions of the Contract for this project between the Owner and the undersigned Contractor, and as amended by any authorized changes, and that the foregoing is a true and correct statement of the amount for the Final Estimate, that the provisions of M. S. 290.92 have been complied with and that all claims against me by reason of the Contract have been paid or satisfactorily secured.

Contractor: Kuechle Underground, Inc.
 10988 State Hwy 55, P.O. Box 509
 Kimball, MN 55353

By  Name V.P. Title
 Date 12/28/15

CHECKED AND APPROVED AS TO QUANTITIES AND AMOUNT:
 ENGINEER: BOLTON & MENK, INC., ENGINEERS, 2040 HWY 12 EAST, WILLMAR, MN 56201

By , CITY ENGINEER
 Chuck DeWolf, P.E.

Date 1-9-16

APPROVED FOR PAYMENT:
 OWNER: CITY OF PAYNESVILLE, MN

By _____ Name _____ Title _____ Date _____
 And _____ Name _____ Title _____ Date _____

Partial Pay Estimate No.: 9

**2014 STREET & UTILITY IMPROVEMENTS
CITY OF PAYNESVILLE, MN
BMT PROJECT NO. W14.108337**

WORK COMPLETED THROUGH AUGUST 28, 2016

ITEM NO.	ITEM	UNIT PRICE	AS BID		COMPLETED TO DATE			
			ESTIMATED QUANTITY	ESTIMATED AMOUNT	ESTIMATED QUANTITY	ESTIMATED AMOUNT		
1	2021.501 MOBILIZATION	\$40,000.00	1.00	LUMP SUM	\$40,000.00	1.00	LUMP SUM	\$40,000.00
2	2101.501 CLEARING	\$150.00	2	TREE	\$300.00	0	TREE	\$1,350.00
3	2101.502 GRUBBING	\$160.00	2	TREE	\$300.00	2	TREE	\$300.00
4	2104.601 REMOVE WATER MAIN	\$1.84	1291	LIN FT	\$2,376.44	1,291	LIN FT	\$2,376.44
5	2104.601 REMOVE SEWER PIPE (STORM)	\$4.00	179	LIN FT	\$716.00	218	LIN FT	\$872.00
6	2104.601 REMOVE CURB AND GUTTER	\$2.50	151	LIN FT	\$377.50	192	LIN FT	\$480.00
7	2104.601 REMOVE STEEL CASING	\$2.00	80	LIN FT	\$160.00	98	LIN FT	\$192.00
8	2104.605 REMOVE BITUMINOUS DRIVEWAY PAVEMENT	\$3.50	764	SQ YD	\$2,699.00	366	SQ YD	\$1,281.00
9	2104.608 REMOVE MANHOLE OR CATCH BASIN	\$120.00	2	EACH	\$240.00	3	EACH	\$360.00
10	2104.609 REMOVE MANHOLE	\$120.00	5	EACH	\$600.00	5	EACH	\$600.00
11	2104.609 REMOVE HYDRANT	\$100.00	3	EACH	\$300.00	3	EACH	\$300.00
12	2104.601 COMMON EXCAVATION (F)	\$7.50	2816	CU YD	\$21,120.00	2,516	CU YD	\$21,120.00
13	2106.607 SUBGRADE EXCAVATION (EV)	\$5.00	100	CU YD	\$500.00	939	CU YD	\$4,695.00
14	2106.622 SELECT GRANULAR BORROW (GV)	\$15.00	100	CU YD	\$1,500.00	83	CU YD	\$1,245.00
15	2106.607 PREMIUM TOPSOIL BORROW (LV)	\$4.00	888	CU YD	\$3,552.00	839	CU YD	\$3,356.00
16	2118.602 AGGREGATE SURFACING CLASS 5	\$26.00	96	CU YD	\$2,470.00	100	CU YD	\$2,600.00
17	2211.603 AGGREGATE BASE (CV) CLASS 5	\$25.00	1789	CU YD	\$44,725.00	1,583	CU YD	\$39,575.00
18	2231.604 BITUMINOUS DRIVEWAY PATCH	\$145.00	41	TON	\$5,945.00	62	TON	\$8,900.00
19	2231.604 BITUMINOUS PAVEMENT RECLAMATION	\$4.68	3590	SQ YD	\$16,442.20	3,590	SQ YD	\$16,442.20
20	2380.601 TYPE SP 12.5 WEARING COURSE MIX (2,B)	\$83.00	891	TON	\$74,133.00	865	TON	\$71,895.00
21	2380.602 TYPE SP 12.5 NON WEAR COURSE MIX (2,B)	\$82.00	1093	TON	\$89,786.00	1,108	TON	\$90,896.00
22	2501.611 16" CS PIPE CULVERT	\$24.00	78	LIN FT	\$1,872.00	78	LIN FT	\$1,872.00
23	2501.616 15" CS PIPE APRON	\$240.00	4	EACH	\$960.00	4	EACH	\$960.00
24	2503.611 12" PIPE SEWER	\$24.00	120	LIN FT	\$2,880.00	101	LIN FT	\$2,424.00
25	2503.611 18" PIPE SEWER	\$26.00	751	LIN FT	\$19,526.00	770	LIN FT	\$20,020.00
26	2503.611 24" RC PIPE SEWER CLASS V	\$66.00	103	LIN FT	\$6,798.00	109	LIN FT	\$7,198.00
27	2503.602 CONNECT TO EXISTING STORM SEWER	\$310.00	2	EACH	\$620.00	2	EACH	\$620.00
28	2503.602 8" PVC WYE, SDR 26	\$180.00	10	EACH	\$1,800.00	18	EACH	\$2,400.00
29	2503.603 8" PVC PIPE SEWER, SDR 26	\$43.00	97	LIN FT	\$4,171.00	97	LIN FT	\$4,171.00
30	2503.603 8" PVC PIPE SEWER, SDR 35	\$38.00	1194	LIN FT	\$45,372.00	1,194	LIN FT	\$45,372.00
31	2503.608 6" PVC SANITARY SERVICE PIPE, SDR 26	\$18.00	640	LIN FT	\$11,520.00	582	LIN FT	\$10,476.00
32	2504.602 HYDRANT	\$3,200.00	3	EACH	\$9,600.00	3	EACH	\$9,600.00
33	2504.602 ADJUST GATE VALVE & BOX	\$150.00	11	EACH	\$1,650.00	7	EACH	\$1,050.00
34	2504.602 1" CORPORATION STOP	\$260.00	13	EACH	\$3,380.00	15	EACH	\$3,900.00
35	2504.602 1" CURB STOP & BOX	\$210.00	13	EACH	\$2,730.00	14	EACH	\$2,940.00
36	2504.602 6" GATE VALVE & BOX	\$1,400.00	3	EACH	\$4,200.00	4	EACH	\$5,600.00
37	2504.602 8" GATE VALVE & BOX	\$1,900.00	2	EACH	\$3,800.00	2	EACH	\$3,800.00
38	2504.602 10" GATE VALVE & BOX	\$2,700.00	1	EACH	\$2,700.00	1	EACH	\$2,700.00
39	2504.602 12" GATE VALVE & BOX	\$3,200.00	1	EACH	\$3,200.00	1	EACH	\$3,200.00
40	2504.603 1" TYPE PE PIPE	\$15.00	466	LIN FT	\$6,990.00	466	LIN FT	\$6,990.00
41	2504.603 12" WATERMAIN (DIRECTIONALLY DRILLED)	\$83.00	718	LIN FT	\$59,274.00	718	LIN FT	\$59,274.00
42	2504.603 6" PVC WATERMAIN	\$23.00	150	LIN FT	\$3,450.00	150	LIN FT	\$3,450.00
43	2504.603 8" PVC WATERMAIN	\$27.00	1247	LIN FT	\$33,669.00	1,291	LIN FT	\$34,857.00
44	2504.603 10" PVC WATERMAIN	\$58.00	3	LIN FT	\$174.00	3	LIN FT	\$174.00
45	2504.603 12" PVC WATERMAIN	\$40.00	683	LIN FT	\$27,320.00	683	LIN FT	\$27,320.00
46	2504.604 4" INSULATION	\$35.00	504	SQ YD	\$17,640.00	351	SQ YD	\$12,285.00
47	2504.608 WATERMAIN FITTINGS	\$5.40	614	FOUND	\$3,318.60	579	FOUND	\$3,126.60
48	2506.601 CONSTRUCT DRAINAGE STRUCTURE DESIGN 4007	\$170.00	92.9	LIN FT	\$15,793.00	92.9	LIN FT	\$15,793.00
49	2506.601 CONSTRUCT DRAINAGE STRUCTURE DESIGN SPECIAL (2'X3')	\$260.00	20.8	LIN FT	\$5,368.00	20.8	LIN FT	\$5,368.00
50	2506.601 CONSTRUCT DRAINAGE STRUCTURE DES 48-4020	\$180.00	28.7	LIN FT	\$5,146.00	28.7	LIN FT	\$5,146.00
51	2508.618 CASTING ASSEMBLY (SANITARY NEENAH R-1733)	\$280.00	5	EACH	\$1,400.00	5	EACH	\$1,400.00
52	2508.618 CASTING ASSEMBLY (STORM NEENAH R-1733)	\$280.00	3	EACH	\$840.00	3	EACH	\$840.00
53	2508.616 CASTING ASSEMBLY (STORM NEENAH R-3067)	\$390.00	5	EACH	\$1,950.00	5	EACH	\$1,950.00
54	2506.622 ADJUST FRAME & RING CASTING	\$200.00	9	EACH	\$1,800.00	9	EACH	\$1,800.00
55	2531.601 CONCRETE CURB & GUTTER DESIGN B618	\$10.00	2648	LIN FT	\$26,480.00	2,703	LIN FT	\$27,030.00
56	2531.607 6" CONCRETE DRIVEWAY PAVEMENT	\$46.00	234	SQ YD	\$10,630.00	200	SQ YD	\$9,200.00
57	2531.607 8" CONCRETE DRIVEWAY PAVEMENT	\$50.00	328	SQ YD	\$16,400.00	229	SQ YD	\$11,450.00
58	2563.601 TRAFFIC CONTROL	\$4,000.00	1.00	LUMP SUM	\$4,000.00	1.00	LUMP SUM	\$4,000.00
59	2573.602 SILT FENCE TYPE MACHINE SLICED	\$3.50	667	LIN FT	\$2,334.50	360	LIN FT	\$1,260.00
60	2573.630 STORM DRAIN INLET PROTECTION	\$60.00	9	EACH	\$540.00	6	EACH	\$360.00
61	2573.640 FILTER LOG TYPE WOOD FIBER	\$8.00	110	LIN FT	\$880.00	175	LIN FT	\$1,400.00
62	2573.601 TEMPORARY EROSION CONTROL	\$100.00	1.00	LUMP SUM	\$100.00	1.00	LUMP SUM	\$100.00
63	2573.602 TEMPORARY ROCK CONSTRUCTION ENTRANCE	\$950.00	2	EACH	\$1,900.00	2	EACH	\$1,900.00
64	2675.601 SEEDING	\$1,500.00	1.03	ACRE	\$1,545.00	1.08	ACRE	\$1,620.00
65	2675.602 SEED MIXTURE 240	\$4.00	118	POUND	\$472.00	109	POUND	\$436.00
66	2675.611 MULCH MATERIAL TYPE 1	\$390.00	2	TON	\$780.00	2	TON	\$780.00
67	2675.623 EROSION CONTROL BLANKETS CATEGORY 3	\$1.90	4125	SQ YD	\$7,837.50	3,430	SQ YD	\$6,517.00
68	2675.632 FERTILIZER TYPE 1	\$1.00	208	POUND	\$208.00	216	POUND	\$216.00
69	2675.605 TURF ESTABLISHMENT	\$7,500.00	1.63	ACRE	\$12,225.00	1.61	ACRE	\$12,075.00
70	2682.601 PAVT MSSG (HANDICAPPED SYMBOL) EPOXY	\$120.00	3	EACH	\$360.00	3	EACH	\$360.00
71	2562.602 4" SOLID LINE WHITE-EPOXY	\$1.40	1500	LIN FT	\$2,100.00	1470	LIN FT	\$2,058.00
SUBTOTAL:					\$652,924.74			\$626,201.74

42

Partial Pay Estimate No.: 9

**2014 STREET & UTILITY IMPROVEMENTS
CITY OF PAYNESVILLE, MN
BIM PROJECT NO. W14.106337**

WORK COMPLETED THROUGH AUGUST 26, 2015

ITEM NO.	ITEM	UNIT PRICE	AS BID		COMPLETED TO DATE	
			ESTIMATED QUANTITY	ESTIMATED AMOUNT	ESTIMATED QUANTITY	ESTIMATED AMOUNT
CHANGE ORDER 1: ALLEY BETWEEN RIVER STREET AND AUGUSTA AVENUE						
1	2021.501 MOBILIZATION	\$3,200.00	1 LUMP SUM	\$3,200.00	1 LUMP SUM	\$3,200.00
2	2104.505 REMOVE CONCRETE DRIVEWAY PAVEMENT	\$4.80	220 SQ YD	\$980.00	26 SQ YD	\$112.50
3	2104.501 REMOVE CONCRETE CURB AND GUTTER	\$2.50	120 LIN FT	\$300.00	20 LIN FT	\$50.00
4	2105.501 COMMON EXCAVATION (P)	\$7.50	450 CU YD	\$3,375.00	313 CU YD	\$2,347.50
5	2105.507 SUBGRADE EXCAVATION (EV)	\$5.00	80 CU YD	\$250.00	CU YD	
6	2105.522 SELECT GRANULAR BORROW (CV)	\$15.00	80 CU YD	\$750.00	CU YD	
7	2211.503 AGGREGATE BASE (CV) CLASS 5	\$28.00	185 CU YD	\$5,285.00	188 CU YD	\$4,872.00
8	2360.501 TYPE SP 12.5 WEARING COURSE MIX (2.B)	\$78.00	85 TON	\$5,070.00	86 TON	\$6,630.00
9	2360.502 TYPE SP 12.5 NON-WEARING COURSE MIX (2.B)	\$78.00	80 TON	\$7,020.00	72 TON	\$5,616.00
10	2831.504 BITUMINOUS DRIVEWAY PATCH	\$146.00	TON		11 TON	\$1,606.00
11	2608.522 CONCRETE CURB & GUTTER DESIGN B616	\$18.50	440 LIN FT	\$7,250.00	LIN FT	
12	2631.501 CONCRETE CURB & GUTTER DESIGN EDINA STYLE	\$18.50	380 LIN FT	\$5,910.00	518 LIN FT	\$8,563.50
13	2631.507 8" CONCRETE DRIVEWAY PAVEMENT	\$50.00	30 SQ YD	\$1,500.00	11 SQ YD	\$550.00
14	2673.530 STORM DRAIN INLET PROTECTION	\$50.00	2 EACH	\$100.00	EACH	
SUBTOTAL:				\$41,120.00		\$33,536.50
TOTAL AMOUNT:				\$674,044.74		\$685,738.24

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REQUEST FOR COMMITTEE/COUNCIL ACTION

COMMITTEE/COUNCIL NAME: City Council

Committee/Council Meeting Date: January 11, 2016

Agenda Section: Old Business

Originating Department: Administration

Item Number: VII – B

ITEM DESCRIPTION: Airport Property – Loren Meyer

Prepared by: Staff

COMMENTS:

Loren Meyer has asked to be on the agenda to address the City Council regarding accessing his land that abuts City airport property.

ADMINISTRATOR COMMENTS:

COMMITTEE/COUNCIL ACTION:



Parcel Report

Property Number: 26.15553.0000

Parcel Information

Property Information

Roll Type: 1 - Real Propert

Current Owner of Record: MEYER LOREN E & JERALDINE R

Mailing Address: 14544 OLD LAKE RD
PAYNESVILLE MN 56362-9406

Property Address: 30873 CEMETERY RD
PAYNESVILLE MN 56362

Tax Authority Group: 2605 PAYNESVILLE TWP 741

Section, Township, Range: Section 18 Township 122 Range 032

Deeded Acres: 14.53

Legal Description: 14.53 A. PT OF SE4NW4 LYING S'LY OF TWP RD N 20 AC OF NE4SW4 LESS 6.97 AC FOR AIRPORT

Tax Information

Tax Year: 2015

Assessment Year: 2014

Taxpayer: LOREN E & JERALDINE R MEYER

Address: 14544 OLD LAKE RD
PAYNESVILLE MN 56362-9406

First Half Installment: \$370.00

First Half Due Date: 05/15/2015

Second Half Installment: \$370.00

Second Half Due Date: 11/16/2015

Total Tax: \$740.00

Green Acres: 0.00

Taxable Market Value Total: \$78,600.00

New Construction: \$0.00

Estimated Market Value Total: \$78,600.00

Property Classification: 2ANHGA-Agricultural Non-homestead - Non HGA

45



 as represented in Stearns County
is. It is NOT intended for
Use and Stearns County
wa. all liability from this product

0 20 40 80 120 160 Feet



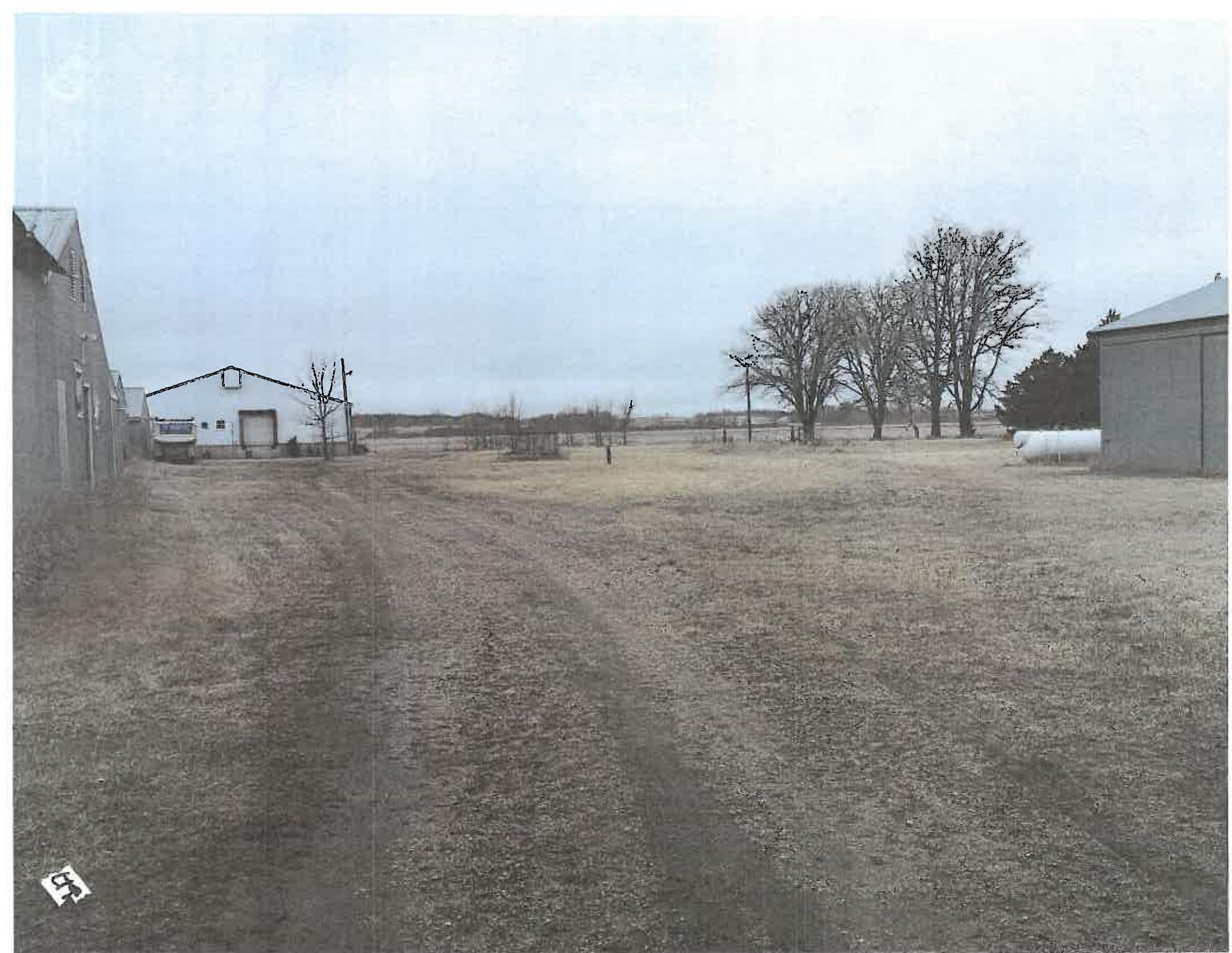
Auditor/Treasurer
Division of Land Management
Date: 12/22/2015

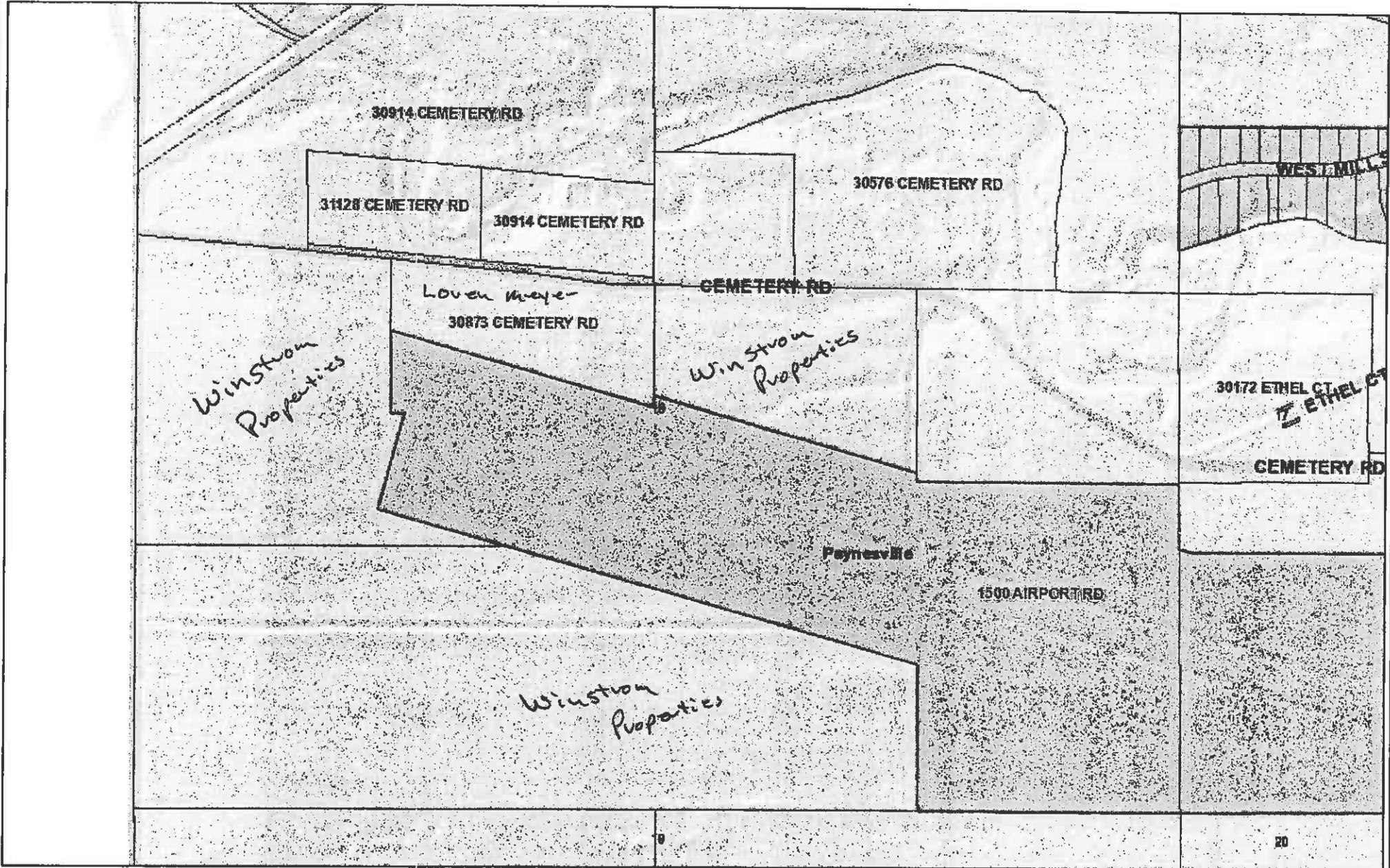






48 T






 represented in Stearns County
 is NOT intended for
 Local and Stearns County
 waives liability from this product.

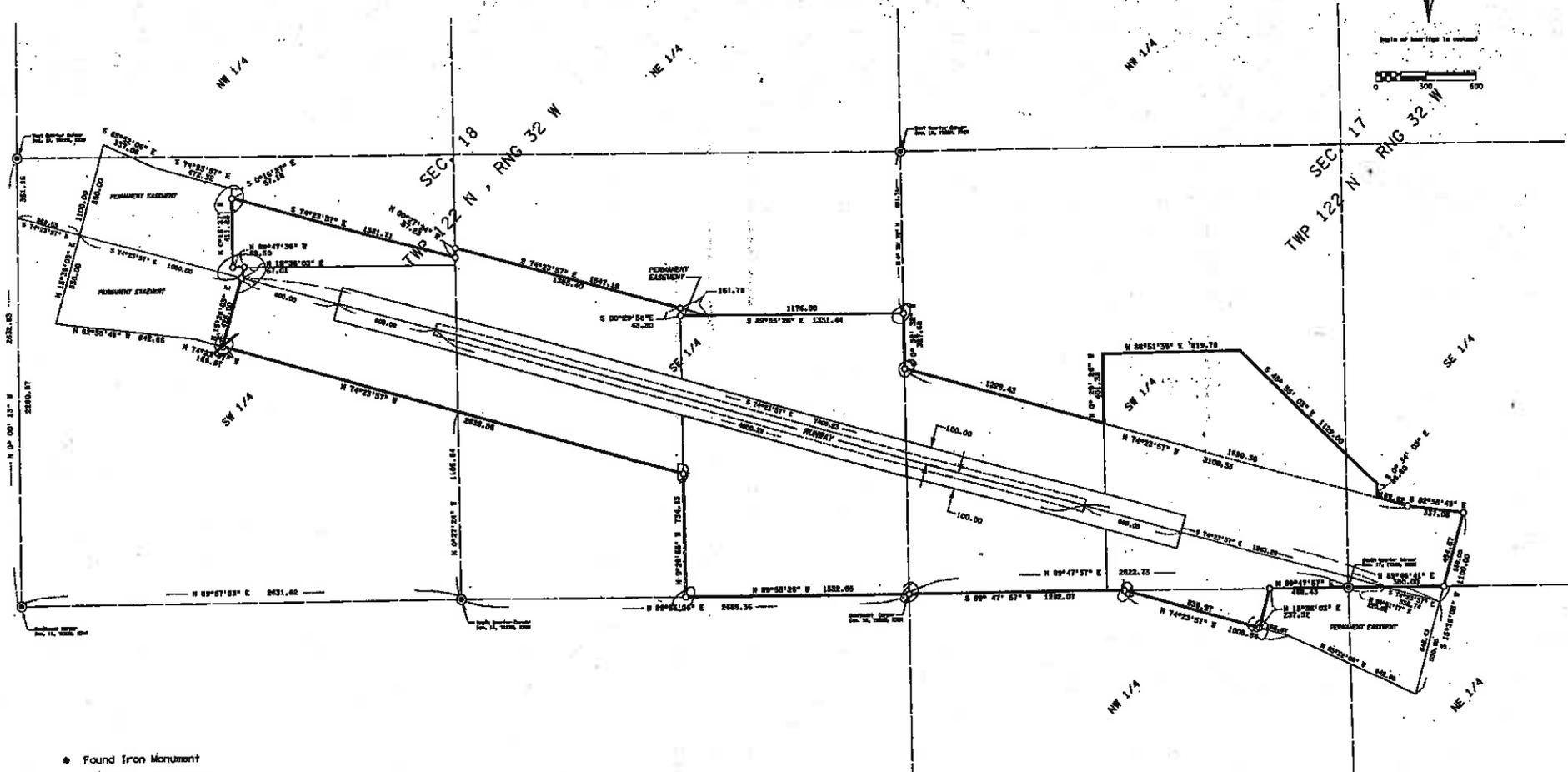


Auditor/Treasurer
 Division of Land Management
 Date: 12/22/2015



This map is made available as an "as-is" basis, without warranty or liability, for any use, including any public use, for a particular purpose or project, or for any other use, without the user's consent. The user assumes all liability for any use of this map.

CERTIFICATE OF SURVEY



- Found Iron Monument
- Iron pipe with plastic cap stamped "SEH 40341"
- ⊙ Cast Iron Monument

NOTE: FOR LEGAL DESCRIPTIONS, REFER TO RIGHT OF WAY PARCEL FILES, SEH PROJ. NO. PAYNE9806.

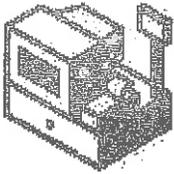
Paynesville Municipal Airport - Survey 2006
 Drawn by
 Map #1A

CITY OF PAYNESVILLE
 MUNICIPAL AIRPORT

I HEREBY CERTIFY THAT THIS PLAN, SURVEY, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A duly LICENSED LAND SURVEYOR UNDER THE LAWS OF THE STATE OF MINNESOTA. Signature: <i>S. J. DeLeo</i> Date: 1-22-2009	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="font-size: 8px;"> NAME P.L. No. 11 REGISTERED S. B. </td> <td style="text-align: center; vertical-align: middle;"> </td> <td style="font-size: 8px;"> 220 26TH AVE. SE PALM BEACH ST. CLOUD, MN 56309 (320) 225-4900 </td> </tr> </table>	NAME P.L. No. 11 REGISTERED S. B.		220 26TH AVE. SE PALM BEACH ST. CLOUD, MN 56309 (320) 225-4900
NAME P.L. No. 11 REGISTERED S. B.		220 26TH AVE. SE PALM BEACH ST. CLOUD, MN 56309 (320) 225-4900		

51

INFORMATIONAL



Paynesville Municipal Liquor

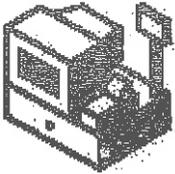
Current Sales & Margins

Generated On 1/5/2016

d Between 12/1/2015 AND 12/31/2015) AND (Profit Margin > -90) AND (Profit < 600000) AND (NOT Department = Store Consumable)

Department	Description	Qty Sold	Total Sales	Profit	Profit Margin
<input type="checkbox"/> Overall		12001.00	\$126,418.08	\$28,736.76	24.51%
<input checked="" type="checkbox"/> Beer		3864.00	\$53,828.69	\$10,780.10	22.07%
<input checked="" type="checkbox"/> Club		58.00	\$524.00	\$482.00	100.00%
<input checked="" type="checkbox"/> Deposits		-1.00	(\$5.00)	(\$1.70)	-0.57%
<input checked="" type="checkbox"/> Energy Drinks		26.00	\$118.04	\$41.39	36.41%
<input checked="" type="checkbox"/> Gift Card Sales		15.00	\$400.00	\$400.00	100.00%
<input checked="" type="checkbox"/> Ice and Water		98.00	\$215.42	\$100.71	49.55%
<input checked="" type="checkbox"/> Liquor		2585.00	\$37,637.12	\$8,487.22	24.42%
<input checked="" type="checkbox"/> Lott Scr Payout		656.00	(\$656.00)	(\$35.00)	100.00%
<input checked="" type="checkbox"/> Lottery Scratch Tic...		600.00	\$1,702.00	\$68.92	5.50%
<input checked="" type="checkbox"/> Misc		685.00	\$2,874.47	\$748.48	24.08%
<input checked="" type="checkbox"/> Online Lotto		457.00	\$606.00	\$12.83	5.72%
<input checked="" type="checkbox"/> Online Lotto Payout		62.00	(\$62.00)	(\$0.40)	5.00%
<input checked="" type="checkbox"/> Pop		255.00	\$746.65	\$176.55	26.57%
<input checked="" type="checkbox"/> Tobacco		567.00	\$6,669.29	\$631.17	9.65%
<input checked="" type="checkbox"/> Wine		2074.00	\$21,819.40	\$6,844.51	32.02%

Sales up
6,110 or 4.89%
profit up
2968 or 10.39%



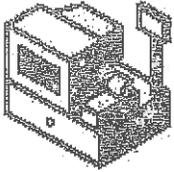
Paynesville Municipal Liquor

Current Sales & Margins

Generated On 1/5/2016

d Between 12/1/2014 AND 12/31/2014) AND (Profit Margin > -90) AND (Profit < 600000) AND (NOT Department = Store Consumable)

Department	Description	Qty Sold	Total Sales	Profit	Profit Margin
<input type="checkbox"/> Overall		11370.00	\$120,308.98	\$25,768.33	24.10%
<input checked="" type="checkbox"/> Beer		3898.00	\$53,403.19	\$10,066.34	20.76%
<input checked="" type="checkbox"/> Club		50.00	\$334.00	\$329.00	100.00%
<input checked="" type="checkbox"/> Deposits		3.00	\$160.00	\$19.29	10.28%
<input checked="" type="checkbox"/> Energy Drinks		33.00	\$188.17	\$68.16	36.45%
<input checked="" type="checkbox"/> Gift Card Sales		8.00	\$230.00	\$230.00	100.00%
<input checked="" type="checkbox"/> Ice and Water		111.00	\$252.45	\$125.08	51.00%
<input checked="" type="checkbox"/> Liquor		2564.00	\$35,851.16	\$8,074.71	25.38%
<input checked="" type="checkbox"/> Lott Scr Payout		429.00	(\$429.00)	(\$38.00)	100.00%
<input checked="" type="checkbox"/> Lottery Scratch Tic...		562.00	\$1,382.00	\$51.65	5.50%
<input checked="" type="checkbox"/> Misc		558.00	\$2,175.56	\$630.16	25.36%
<input checked="" type="checkbox"/> Online Lotto		387.00	\$444.00	\$8.80	5.50%
<input checked="" type="checkbox"/> Online Lotto Payout		52.00	(\$52.00)	(\$0.30)	5.00%
<input checked="" type="checkbox"/> Pop		253.00	\$661.70	\$161.14	27.44%
<input checked="" type="checkbox"/> Tobacco		472.00	\$5,422.10	\$665.39	12.08%
<input checked="" type="checkbox"/> Wine		1992.00	\$20,285.65	\$5,376.93	29.61%



Paynesville Municipal Liquor

Current Sales & Margins

Generated On 1/1/2016

Sold Between 1/1/2015 AND 12/31/2015) AND (Profit Margin > -90) AND (Profit < 600000) AND (NOT Department = Store Consumable)

Department	Description	Qty Sold	Total Sales	Profit	Profit Margin
<input type="checkbox"/> Overall		135516.00	\$1,385,288.98	\$306,245.41	24.59%
<input checked="" type="checkbox"/> Beer		52879.00	\$709,418.60	\$144,834.54	22.38%
<input checked="" type="checkbox"/> Club		500.00	\$3,262.00	\$3,035.00	99.78%
<input checked="" type="checkbox"/> Deposits		-4.00	(\$115.00)	\$181.98	6.85%
<input checked="" type="checkbox"/> Energy Drinks		207.00	\$1,045.02	\$357.28	35.44%
<input checked="" type="checkbox"/> Gift Card Sales		39.00	\$975.00	\$975.00	100.00%
<input checked="" type="checkbox"/> Ice and Water		4187.00	\$11,517.04	\$4,724.61	48.36%
<input checked="" type="checkbox"/> Liquor		27562.00	\$368,458.84	\$86,980.23	26.62%
<input checked="" type="checkbox"/> Lott Scr Payout		6924.00	(\$6,924.00)	(\$457.00)	100.00%
<input checked="" type="checkbox"/> Lottery Scratch Tic...		3775.00	\$14,082.00	\$652.14	5.50%
<input checked="" type="checkbox"/> Misc		7667.00	\$28,836.75	\$6,849.53	22.47%
<input checked="" type="checkbox"/> Online Lotto		4519.00	\$5,827.00	\$121.68	5.55%
<input checked="" type="checkbox"/> Online Lotto Payout		1542.00	(\$1,542.00)	(\$6.95)	5.00%
<input checked="" type="checkbox"/> Pop		2833.00	\$7,855.25	\$1,930.66	26.77%
<input checked="" type="checkbox"/> Tobacco		6993.00	\$78,027.45	\$8,395.10	10.85%
<input checked="" type="checkbox"/> Wine		15893.00	\$164,565.02	\$47,671.62	30.16%

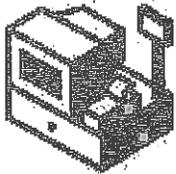
Sales
up 104,860

on 7.6%

Profit up

24.162

on 7.8%



Paynesville Municipal Liquor

Current Sales & Margins

Generated On 1/1/2016

Sold Between 1/1/2014 AND 12/31/2014) AND (Profit Margin > -90) AND (Profit < 600000) AND (NOT Department = Store Consumable)

Department	Description	Qty Sold	Total Sales	Profit	Profit Margin
<input type="checkbox"/> Overall		123382.00	\$1,280,429.08	\$282,083.82	24.67%
<input checked="" type="checkbox"/> Beer		49231.00	\$656,892.80	\$134,789.56	22.21%
<input checked="" type="checkbox"/> Club		510.00	\$3,139.00	\$2,763.75	100.00%
<input checked="" type="checkbox"/> Deposits		-1.00	(\$20.00)	\$304.26	7.87%
<input checked="" type="checkbox"/> Energy Drinks		232.00	\$1,355.58	\$460.96	34.81%
<input checked="" type="checkbox"/> Gift Card Sales		30.00	\$752.81	\$752.83	100.00%
<input checked="" type="checkbox"/> Ice and Water		3664.00	\$9,544.14	\$3,846.95	49.98%
<input checked="" type="checkbox"/> Liquor		26119.00	\$342,430.75	\$77,076.63	25.33%
<input checked="" type="checkbox"/> Lott Scr Payout		5292.00	(\$5,292.00)	(\$412.00)	100.00%
<input checked="" type="checkbox"/> Lottery Scratch Tic...		3287.00	\$11,584.00	\$529.10	5.50%
<input checked="" type="checkbox"/> Misc		6647.00	\$26,538.31	\$7,551.85	25.82%
<input checked="" type="checkbox"/> Online Lotto		3588.00	\$4,639.00	\$420.75	20.90%
<input checked="" type="checkbox"/> Online Lotto Payout		343.00	(\$343.00)	(\$24.50)	22.27%
<input checked="" type="checkbox"/> Pop		2628.00	\$6,875.63	\$1,740.67	26.94%
<input checked="" type="checkbox"/> Tobacco		5954.00	\$64,568.76	\$7,478.29	11.68%
<input checked="" type="checkbox"/> Wine		15858.00	\$157,763.30	\$44,804.73	29.58%

2015 Liquor Store Events

15

Wine Club	Number of Customers	Bottles Sold	Tickets Sold	Food Misc. Expense	Bottles We Provided	incode Balance	Product Sold	Product Profit	Net Profit
January	77	116	\$ 353.00	\$ 48.45	\$ 165.61	\$ 138.94	\$ 1,186.31	\$ 308.67	\$ 447.61
February	56	86	\$ 232.00	\$ 45.68	\$ 245.01	\$ (58.69)	\$ 734.57	\$ 171.52	\$ 112.83
March	63	42	\$ 253.00	\$ 47.96	\$ 150.54	\$ 54.50	\$ 377.97	\$ 215.05	\$ 269.55
April	57	49	\$ 257.00	\$ 30.97	\$ 15.19	\$ 210.84	\$ 528.55	\$ 137.20	\$ 348.04
May	115?	190	\$ -	\$ 115.26	\$ 108.90	\$ (224.16)	\$ 1,990.85	\$ 522.86	\$ 298.70
June	46	16	\$ 213.00	\$ 3.27		\$ 209.73	\$ 289.69	\$ 39.78	\$ 249.51
July	45	55	\$ 200.00	\$ 43.87	\$ 141.18	\$ 14.95	\$ 646.13	\$ 101.18	\$ 116.13
August	0					\$ -			\$ -
September	90	54	\$ 275.00	\$ 25.70	\$ 159.48	\$ 89.82	\$ 635.21	\$ 160.58	\$ 250.40
October	42	84	\$ 265.00	\$ 31.25	\$ 123.11	\$ 110.64	\$ 954.56	\$ 169.56	\$ 280.20
November	57	35	\$ 330.00	\$ 40.31	\$ 77.09	\$ 212.60	\$ 318.04	\$ 50.88	\$ 263.48
December	84	112	\$ 524.00	\$ 168.98	\$ 146.18	\$ 208.84	\$ 1,056.04	\$ 316.45	\$ 525.29
TOTAL	617	839	\$ 2,902.00	\$ 601.70	\$ 1,332.29	\$ 968.01	\$ 8,717.92	\$ 2,193.73	\$ 3,161.74
Ron & judy's				\$ 200.00	\$ -	\$ (200.00)			\$ (200.00)
Jun Beer Camp	78	0	\$ 325.00	\$ 139.82	\$ 67.32	\$ 117.86			\$ 117.86
Oct Rum Night		0				\$ -			\$ -
						\$ -			\$ -
TOTAL	78	0	\$ 325.00	\$ 339.82	\$ 67.32	\$ (82.14)	\$ -	\$ -	\$ (82.14)
GRAND TOTAL	695	839	\$ 3,227.00	\$ 941.52	\$ 1,399.61	\$ 885.87	\$ 8,717.92	\$ 2,193.73	\$ 3,079.60



Paynesville Municipal Liquor

Top Items Report

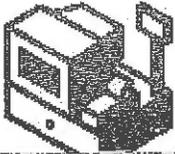
Generated On 1/1/2016

2015

Filter: (Date Sold Between 1/1/2015 AND 12/31/2015)

Item Lookup Code	Description	Qty Sold	Sales	Profit
scratchpay	Scratch Off Payout	6924.00	(\$6,924.00)	(\$6,924.00)
018200861673	Busch Lt 24 pk cn	3933.00 1	\$64,978.22	\$13,696.31
071990316006	Coors Light 24 pk cn	3639.00 2	\$67,955.62	\$11,059.50
Lotto1	Online Lotto Sale	3214.00	\$3,215.00	\$177.77
018200531682	Bud Light 24 pk Can	2342.00 3	\$43,553.48	\$6,613.12
074608352052	Ice 5 lbs Bag	2340.00 4	\$3,935.78	\$2,008.13
018200968679	Mich Golden Light 24 pk cn	1974.00 5	\$37,917.26	\$6,899.60
074608350201	Ice 20 lb Bag	1642.00 6	\$7,324.73	\$3,166.63
lottopay	Online Lotto Payout	1542.00	(\$1,542.00)	(\$77.10)
Lotto2	Online Lotto Sale 2	1305.00	\$2,612.00	\$145.55
071990480066	Keystone Light 24 pk cn	1254.00 7	\$18,352.46	\$3,304.46
034100573065	Miller Lite 24 pk cn	1141.00 8	\$21,157.09	\$3,021.89
088100402719	McMasters 1.75 Ltr	1103.00 9	\$16,981.49	\$3,715.02
762885006583	\$1.00 Lottery Scratch Ticket	1036.00	\$1,036.00	\$56.98
856570000205	Golden Harvest King Red Tubes	1019.00 10	\$2,078.71	\$319.21
762885006576	\$3.00 Lottery Scratch Ticket	946.00	\$2,838.00	\$156.09
080686500124	Windsor 1.75 Ltr	882.00	\$15,795.44	\$3,487.20
762885006590	\$2.00 Lottery Scratch Ticket	739.00	\$1,478.00	\$81.29
02838423	Marlboro Gold Box	730.00	\$6,277.20	\$522.71
111091	Coors Light 16oz 24 pk	715.00	\$14,881.25	\$2,982.65
762885006538	\$5.00 Lottery Scratch Ticket	712.00	\$3,560.00	\$195.80
087116018099	Phillips Vodka 1.75 Ltr	678.00	\$9,379.52	\$1,966.65
01853326	High Gravity 40oz btl	597.00	\$1,480.03	\$415.11
018200250125	High Gravity 25 oz cn	542.00	\$915.81	\$265.40
018200006975	Mich Golden Light 12 pk btl	534.00	\$6,097.33	\$1,404.99
071990300692	Coors Light 12 pk bt	498.00	\$5,695.53	\$1,213.63
077170260220	Gambler King Size Full Tubes	498.00	\$1,237.52	\$127.50
018200963797	Mich Golden Light 24 pk Bottle	480.00	\$10,080.80	\$2,067.24
wc	Wine Club	477.00	\$2,389.00	\$2,389.00
018200111686	Bud 24 pk Can	473.00	\$8,715.77	\$1,253.83
018200006937	Mich Golden Light 12 pk cn	463.00	\$5,355.02	\$1,234.05
018200861826	Busch Light 16oz 18pk	446.00	\$7,131.84	\$1,778.83
071990000486	Coors Light 12 pk cn	432.00	\$4,955.78	\$1,144.70
022100001718	Pabst 24 pk cn	426.00	\$6,181.65	\$674.39
088067088254	Grain Belt Nordeast 12 btl	422.00	\$5,228.94	\$1,188.29
018200008016	Busch Lt 12 cn	409.00	\$4,318.81	\$977.26
04287115	Grizzly Wintergreen	405.00	\$2,537.95	\$204.67
00028120	Mich Golden Light 16oz 24 pk	401.00	\$8,802.59	\$1,787.05
088004010126	Taaka Vodka 1.75 Ltr	388.00	\$4,557.56	\$988.34
071990320003	Coors Light 16oz 6 pack can	386.00	\$2,688.34	\$1,082.69
01836028	Natural Ice 40 oz Single	385.00	\$880.73	\$240.88
087000201156	Capt Morg 1.75 Ltr	384.00	\$9,548.66	\$1,922.58
034100807412	Hamms 30 pk cn	379.00	\$5,545.71	\$1,068.37
034100516079	Leine Shandy 12 pk bt	378.00	\$4,994.52	\$1,100.87
01312	Bud Light 16oz 24 pk	376.00	\$8,252.84	\$1,602.37
089000003211	Mr Boston Five Star 1.75 Ltr	375.00	\$5,975.45	\$1,304.60
04963901	Coke 2 ltr.	368.00	\$731.52	\$188.72
018200530470	Bud Light 12 pk cn	367.00	\$4,237.79	\$969.14
018200533495	Bud Light 24 pk Bottle	366.00	\$7,676.34	\$1,534.42
089819060085	Meridian Chardonnay 750ml	352.00	\$3,517.03	\$941.14

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Paynesville Municipal Liquor

2014

Top Items Report Generated On 1/1/2016

Filter:(Date Sold Between 1/1/2014 AND 12/31/2014)

Item Lookup Code	Description	Qty Sold	Sales	Profit
scratchpay	Scratch Off Payout	5292.00	(\$5,292.00)	(\$5,292.00)
071990316006	Coors Light 24 pk cn	3442.00 1	\$64,088.80	\$11,349.06
018200861673	Busch Lt 24 pk cn	3313.00 2	\$54,376.87	\$11,605.11
Lotto1	Online Lotto Sale	2540.00	\$2,543.00	\$476.29
018200531682	Bud Light 24 pk Can	2195.00 3	\$40,168.05	\$6,301.85
074608352052	Ice 5 lbs Bag	1963.00 4	\$3,297.00	\$1,734.04
018200968679	Mich Golden Light 24 pk cn	1881.00 5	\$36,183.19	\$7,377.45
074608352021	Ice 20 lb Bag	1301.00 6	\$5,777.76	\$2,596.27
034100573065	Miller Lite 24 pk cn	1205.00 7	\$22,727.41	\$4,167.20
071990480066	Keystone Light 24 pk cn	1192.00 8	\$17,584.58	\$3,688.32
Lotto2	Online Lotto Sale 2	1048.00	\$2,096.00	\$455.48
762885006583	\$1.00 Lottery Scratch Ticket	1003.00 9	\$1,003.00	\$55.17
088100402719	McMasters 1.75 Ltr	880.00 9	\$13,019.20	\$2,558.36
080686500124	Windsor 1.75 Ltr	877.00 10	\$15,050.33	\$2,541.33
762885006590	\$2.00 Lottery Scratch Ticket	741.00	\$1,482.00	\$81.51
02838423	Marlboro Gold Box	740.00	\$6,190.50	\$528.66
018200861826	Busch Light 16oz 18pk	724.00	\$11,162.11	\$2,268.83
071990300692	Coors Light 12 pk bt	676.00	\$7,728.94	\$1,612.14
762885006576	\$3.00 Lottery Scratch Ticket	663.00	\$1,989.00	\$109.40
00028120	Mich Golden Light 16oz 24 pk	646.00	\$12,954.84	\$2,231.78
762885006538	\$5.00 Lottery Scratch Ticket	616.00	\$3,080.00	\$169.40
087116018099	Phillips Vodka 1.75 Ltr	564.00	\$7,870.76	\$1,607.05
856570000205	Golden Harvest King Red Tubes	555.00	\$1,103.85	\$143.70
111091	Coors Light 16oz 24 pk	545.00	\$11,128.45	\$1,805.19
wc	Wine Club	493.00	\$2,482.00	\$2,482.00
01853326	High Gravity 40oz bt	489.00	\$1,216.61	\$378.64
018200009648	Natural Ice 12 cn	473.00	\$3,814.68	\$755.29
087000201156	Capt Morg 1.75 Ltr	438.00	\$10,833.37	\$2,145.54
077170260664	Gambler Gold 100's Tubes	433.00	\$1,506.52	\$269.09
088004010126	Taaka Vodka 1.75 Ltr	432.00	\$5,104.68	\$1,034.80
022100001718	Pabst 24 pk cn	428.00	\$6,443.79	\$1,100.27
018200963797	Mich Golden Light 24 pk Bottle	423.00	\$8,619.40	\$1,665.53
018200111686	Bud 24 pk Can	419.00	\$7,596.81	\$1,169.31
077170260220	Gambler King Size Full Tubes	414.00	\$1,028.61	\$158.59
088067088254	Grain Belt Nordeast 12 bt	400.00	\$4,982.88	\$1,152.93
089000003211	Mr Boston Five Star 1.75 Ltr	391.00	\$6,223.49	\$1,295.52
071990000486	Coors Light 12 pk cn	386.00	\$4,426.52	\$1,024.42
034100516079	Leine Shandy 12 pk bt	370.00	\$4,581.95	\$818.42
08800473	Taaka Vodka 375 ml	368.00	\$1,357.16	\$427.19
018200250125	High Gravity 25 oz cn	363.00	\$609.38	\$204.01
01842621	Busch Light 16oz 6pack	355.00	\$1,894.85	\$457.74
018200533495	Bud Light 24 pk Bottle	354.00	\$7,287.47	\$1,254.60
01233037	Vantage Cigarettes	353.00	\$3,397.65	\$201.71
04287115	Grizzly Wintergreen	346.00	\$2,068.34	\$184.00
lottopay	Online Lotto Payout	343.00	(\$343.00)	(\$73.20)
071990300791	Coors Light 24 pk Bottle	338.00	\$7,023.77	\$1,056.40
04963901	Coke 2 ltr.	336.00	\$667.64	\$172.04
685254000367	Classic Ice 30 Pack	335.00	\$4,854.15	\$1,095.66
018200006937	Mich Golden Light 12 pk cn	332.00	\$3,811.23	\$881.33
071990320003	Coors Light 16oz 6 pack can	326.00	\$2,271.65	\$910.08



Paynesville Municipal Liquor

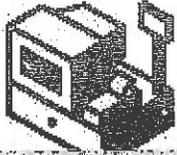
Top Categories Report

Generated On 1/1/2016

Filter:(Date Sold Between 1/1/2015 AND 12/31/2015)

Category Code	Name	Qty Sold	Sales	Profit
ht	High Tier	21682.00	\$346,023.39	\$65,474.76
mt	Mid Tier	8247.00	\$123,957.92	\$25,527.97
spec	Craft Beer	7330.00	\$80,889.79	\$20,129.01
Vodka	Vodka	6367.00	\$76,988.61	\$18,145.48
whsky	Canadian Whiskey	4170.00	\$66,562.48	\$15,533.38
rum	Rum	3756.00	\$66,095.91	\$15,208.99
lt	Low Tier	4479.00	\$59,927.61	\$11,580.35
myo	Make Your Own	7051.00	\$53,052.49	\$7,354.41
malt	Malt Beverages	5846.00	\$42,091.75	\$10,551.67
brdy	Brandy	3037.00	\$38,275.38	\$9,019.05
Cigarettes	Cigarettes	3451.00	\$32,653.67	\$2,649.88
BW	Box Wine	1782.00	\$29,041.41	\$8,493.96
mosc	Moscato	2784.00	\$27,186.56	\$9,226.38
Ciders	Ciders	2238.00	\$26,733.52	\$6,911.36
imports	Imports	1949.00	\$23,747.34	\$5,595.06
Aw	American Whiskey	1368.00	\$20,988.93	\$5,355.58
chard	Chardonnay	1700.00	\$16,326.93	\$4,368.61
schn	Schnapps	1482.00	\$14,811.02	\$3,554.27
Scratch Tickets	Scratch Tickets	3775.00	\$14,082.00	\$774.51
liqueur	Liqueur	1213.00	\$13,858.75	\$3,296.05
RB	Red Blend	1413.00	\$13,525.66	\$4,412.31
ic	Irish Cream	1228.00	\$13,464.63	\$3,454.53
brbn	Bourbon	812.00	\$12,956.61	\$3,034.09
icw	Ice	3998.00	\$11,300.04	\$5,192.04
cabs	Cabernet Sauvignon	939.00	\$9,846.61	\$3,243.08
rtd	Ready to Drink	2300.00	\$9,262.38	\$2,292.03
bmX	Mixes	2066.00	\$8,843.65	\$2,802.04
teq	Tequila	399.00	\$8,588.31	\$1,730.63
gin	Gin	605.00	\$8,057.90	\$1,964.50
MW	Minnesota Wines	589.00	\$7,692.01	\$1,746.50
wht z	White Zin	863.00	\$7,218.60	\$2,284.93
iwh	Irish Whiskey	267.00	\$6,997.93	\$1,609.94
Merlot	Merlot	768.00	\$6,920.65	\$2,095.14
pg	Pinot Grigio	776.00	\$6,485.33	\$2,155.70
scotch	Scotch Whiskey	168.00	\$5,850.80	\$1,264.95
reis	Reisling	665.00	\$5,841.15	\$1,944.04
Online Lottery	Online Lottery	4519.00	\$5,827.00	\$323.32
n/a beer	N/A Beer	634.00	\$5,585.31	\$1,295.65
pn	Pinot Noir	531.00	\$5,147.28	\$1,697.34
other	Other	673.00	\$5,100.37	\$1,431.96
champ	champagne	404.00	\$4,172.21	\$1,323.54
Kegs	Kegs	35.00	\$3,339.66	\$248.16
Club Events Fee	Club Events Fee	500.00	\$3,262.00	\$3,262.00
cord	Cordial	178.00	\$3,243.87	\$794.82
2 ltr	2 ltr	1554.00	\$3,169.86	\$850.46
blend	White Blend	351.00	\$3,061.62	\$821.09
Chew	Chew	478.00	\$3,034.32	\$260.68
12 Pack	12 Pack	504.00	\$3,006.56	\$738.56
sauv	Sauvignon Blanc	245.00	\$2,745.98	\$767.54
sing	Singles	1047.00	\$2,486.29	\$716.12

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Paynesville Municipal Liquor

Top Categories Report

Generated On 1/1/2016

Filter:(Date Sold Between 1/1/2014 AND 12/31/2014)

Category Code	Name	Qty Sold	Sales	Profit
ht	High Tier	20278.00	\$327,663.16	\$63,421.12
mt	Mid Tier	7793.00	\$116,077.90	\$23,908.93
Vodka	Vodka	6062.00	\$69,681.01	\$16,149.98
spec	Craft Beer	6286.00	\$67,486.57	\$16,168.88
whsky	Canadian Whiskey	4267.00	\$60,057.96	\$12,272.41
rum	Rum	3501.00	\$59,905.00	\$13,203.12
lt	Low Tier	4442.00	\$57,618.23	\$11,376.22
myo	Make Your Own	5178.00	\$39,993.91	\$6,584.29
brdy	Brandy	3172.00	\$39,444.71	\$8,852.33
malt	Malt Beverages	5517.00	\$38,736.82	\$9,910.14
Cigarettes	Cigarettes	3198.00	\$30,148.32	\$2,317.97
BW	Box Wine	1512.00	\$24,649.68	\$7,461.17
mosc	Moscato	2555.00	\$24,113.85	\$7,853.03
Ciders	Ciders	1995.00	\$23,260.29	\$5,995.38
imports	Imports	1715.00	\$20,652.20	\$4,952.89
Aw	American Whiskey	1121.00	\$20,393.45	\$5,192.47
chard	Chardonnay	1575.00	\$14,181.36	\$4,042.92
ic	Irish Cream	1114.00	\$14,106.21	\$3,314.64
RB	Red Blend	1431.00	\$13,594.63	\$4,092.60
schn	Schnapps	1324.00	\$13,125.89	\$3,212.45
liqueur	Liqueur	1024.00	\$12,790.27	\$2,987.68
brbn	Bourbon	739.00	\$12,051.25	\$2,665.98
Scratch Tickets	Scratch Tickets	3287.00	\$11,584.00	\$637.12
cabs	Cabernet Sauvignon	1040.00	\$10,362.53	\$2,986.39
rtd	Ready to Drink	2017.00	\$9,289.31	\$2,425.52
icw	Ice	3432.00	\$9,262.92	\$4,346.61
teq	Tequila	507.00	\$8,418.14	\$1,628.82
MW	Minnesota Wines	701.00	\$8,319.34	\$708.30
brmx	Mixes	2106.00	\$8,104.91	\$2,694.82
wht z	White Zin	959.00	\$7,774.73	\$2,653.81
Merlot	Merlot	768.00	\$6,744.08	\$1,969.72
pg	Pinot Grigio	818.00	\$6,610.83	\$2,048.40
scotch	Scotch Whiskey	175.00	\$6,309.24	\$1,177.03
gin	Gin	473.00	\$6,288.89	\$1,457.85
pn	Pinot Noir	591.00	\$5,932.14	\$1,797.74
n/a beer	N/A Beer	625.00	\$5,388.55	\$1,197.01
reis	Reisling	561.00	\$5,174.69	\$1,619.33
iwh	Irish Whiskey	233.00	\$5,100.12	\$1,067.23
other	Other	696.00	\$5,009.84	\$1,563.28
Online Lottery	Online Lottery	3588.00	\$4,639.00	\$931.76
champ	champagne	395.00	\$4,044.65	\$1,313.36
cord	Cordial	202.00	\$3,575.08	\$835.97
blend	White Blend	413.00	\$3,522.30	\$1,100.31
Club Events Fee	Club Events Fee	510.00	\$3,139.00	\$3,139.00
2 ltr	2 ltr	1405.00	\$2,810.75	\$757.91
sing	Singles	1139.00	\$2,704.84	\$790.71
SW	Sparkling Wine	306.00	\$2,675.76	\$825.40
Chew	Chew	438.00	\$2,661.62	\$250.53
12 Pack	12 Pack	425.00	\$2,527.15	\$608.70
sauv	Sauvignon Blanc	221.00	\$2,389.54	\$736.80

**Notice to Counties and Municipalities
Under Minn. Stat. § 216B.16, subd. 1**

STATE OF MINNESOTA
BEFORE THE
MINNESOTA PUBLIC UTILITIES COMMISSION

Beverly Jones Heydinger	Chair
Nancy Lange	Commissioner
Dan Lipschultz	Commissioner
John Tuma	Commissioner
Betsy Wergin	Commissioner

IN THE MATTER OF THE APPLICATION
OF NORTHERN STATES POWER
COMPANY FOR AUTHORITY TO
INCREASE RATES FOR ELECTRIC
SERVICE IN THE STATE OF MINNESOTA

DOCKET NO. E002/ GR-15-826

On November 2, 2015, Northern States Power Company, doing business as Xcel Energy, filed with the Minnesota Public Utilities Commission an application to increase retail electric rates, through a three-year multi-year rate plan, in the State of Minnesota (the Application) by \$194.6 million, or about 6.4 percent effective January 1, 2016 (60 days after filing, without suspension; an incremental \$52.1 million, or about 1.7 percent effective January 1, 2017, without suspension, and an incremental \$50.4 million, or about 1.7 percent effective January 1, 2018, without suspension based on 2016 present revenues. The total increase for the three year proposal is \$297.1 million, or about 9.8 percent. The Company requests a three year multi-year rate plan (MYRP), and offers an option for a five year MYRP, implemented pursuant to Minn. Stat. §216B.16, subs. 1 and 19. In addition, we are proposing some changes to the terms and conditions of our Electric Rate Book, Volume 2F, under which we provide service to our customers.

If the Commission elects to suspend the proposed rate increase under Minn. Stat. §216B.16, subd. 2, the Company requests, pursuant to Minn. Stat. § 216B.16, subs. 3 and 19, that an interim rate increase of \$ 163.7 million, or an approximate 5.5 percent overall bill increase, be effective on January 1, 2016. The Company also requests a 2017 interim rate equal to \$ 208.6 million, or 7.0 percent, based on present revenues. The interim revenue request for 2016 will be uniformly billed as a 7.75 percent increase on the base rate portion of customers' bills (exclusive of fuel and purchased energy costs and certain rate riders) and for 2017 will be uniformly billed as a 9.88 percent increase on the base rate portion of customers' bills (exclusive of fuel and purchased energy costs

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and certain rate riders). The difference in the percentage increase results primarily from the unbundling of fuel and purchased energy costs approved by the Commission in our 2005 electric rate case.

The Company requests a three year multi-year rate plan (MYRP), implemented pursuant to Minn. Stat. §216B.16, subs. 1 and 19. Our three year plan is built upon a 2016 test year and then offers stable, predictable, and affordable rates for our customers while enabling the Company to continue making investments in our system and affording all stakeholders a period of rate stability.

The Company has also brought forward a separate five year MYRP option, again implemented pursuant to Minn. Stat. § 216B.16, subs. 1 and 19. We believe this option provides a simple, straightforward path for our customers and other stakeholders. The Company's revenue deficiency in 2016 reflects the costs of investments in our system, both in 2015 and over the next several years, as we continue to invest in carbon free energy sources and replace infrastructure. In addition, we are proposing some changes, including a new low-income bill payment assistance program, to the terms and conditions of our Electric Rate Book.

Typically final rates become effective within 10 months of the date of the Application, unless the review period is extended by the Commission. Since certain extensions under Minnesota law are implicated, the review period will take longer than 10 months and the Commission will likely make a final decision regarding our request sometime in 2017. Any over-collection under interim rates will be refunded with interest to customers in a manner determined by the Commission.

Xcel Energy is requesting this rate increase to meet its current cost of providing electric service, including a reasonable return on common equity. The following table contains the average monthly impact of the approved interim and proposed rate increases on customer classes:

Average Monthly Bills

Customer type	Average monthly kWh usage	Current monthly cost	2016 Interim monthly increase	Proposed 2017 final monthly increase	Proposed 2018 final monthly increase
Residential - Overhead line service	544	\$71.11	\$4.20	\$7.92	\$9.24
Residential - Underground line service	800	\$102.82	\$6.04	\$10.71	\$12.59
Energy-Controlled (Dual Fuel)	1,050	\$82.58	\$3.87	\$3.70	\$4.90
Small General Service	923	\$112.24	\$6.41	\$6.04	\$7.95
Small General Time-of-Day Service	1,417	\$147.06	\$7.89	\$11.45	\$13.91
General Service	17,014	\$1,677.48	\$89.86	\$103.54	\$130.74
General Time-of-Day Service	168,653	\$13,535.11	\$667.95	\$879.51	\$1,081.99
Peak-Controlled Service	66,550	\$8,200.22	\$467.83	\$524.81	\$670.09
Peak-Controlled Time-of-Day Service	582,250	\$56,211.88	\$2,961.60	\$3,768.58	\$4,681.73
Small Municipal Pumping	658	\$82.89	\$4.80	\$4.88	\$6.31
Municipal Pumping	4,826	\$557.31	\$31.53	\$32.88	\$42.40

Note: Proposed lighting rate changes vary according to the type of lighting. The proposed final increase is 15.9 percent for full service street lighting, 8.6 percent for energy-only street lighting service, and 11.2 percent for residential and commercial protective lighting.

Monthly Customer Charges

Customer type	Current	Proposed 2017	Proposed 2018
Residential			
Overhead line	\$8.00	\$10.00	\$10.20
Overhead line - electric heating	\$10.00	\$12.00	\$12.24
Underground line	\$10.00	\$12.00	\$12.24
Underground line - electric heating	\$12.00	\$14.00	\$14.28
Small Commercial			
Small General	\$10.00	\$12.00	\$12.24
Small General Time-of-Day	\$12.00	\$14.00	\$14.28
Commercial and Industrial			
General	\$25.75	\$25.78	\$26.30
General Time-of-Day	\$29.75	\$29.78	\$30.38
Peak-Controlled	\$55.00	\$55.00	\$56.11
Peak-Controlled Time-of-Day	\$55.00	\$55.00	\$56.11

Energy (per kWh) and Demand (per kW) Rates

Customer type	Current	Proposed 2017	Proposed 2018
Residential			
Energy: Summer (June- Sept)	9.395 ¢	10.865 ¢	11.085 ¢
Energy: Winter (Other months)	8.040 ¢	9.285 ¢	9.473 ¢
Energy: Winter - electric heating	5.819 ¢	6.394 ¢	6.524 ¢
Small General			
Energy: Summer	8.787 ¢	9.655 ¢	9.851 ¢
Energy: Winter	7.432 ¢	8.076 ¢	8.240 ¢
Small General Time-of-Day			
Energy: On-Peak Summer	15.123 ¢	15.443 ¢	15.756 ¢
Energy: On-Peak Winter	12.280 ¢	12.118 ¢	12.364 ¢
Energy: Off-Peak Summer	3.015 ¢	4.420 ¢	4.510 ¢
Energy: Off-Peak Winter	3.015 ¢	4.420 ¢	4.510 ¢
General			
Energy	3.201 ¢	3.619 ¢	3.692 ¢
Demand: Summer	\$14.07	\$15.79	\$16.11
Demand: Winter	\$9.96	\$11.09	\$11.31
General Time-of-Day			
Energy: On-Peak	4.482 ¢	5.158 ¢	5.263 ¢
Energy: Off-Peak	2.233 ¢	2.487 ¢	2.537 ¢
Demand: Summer	\$14.07	\$15.79	\$16.11
Demand: Winter	\$9.96	\$11.09	\$11.31

Note: For 2018 rates, Xcel proposed a 2.026% General Rate Surcharge instead of an increase to the per kWh energy rates and the per kW demand rates. If approved, this will be applied to rate components specified in the "General Rate Adjustment Surcharge Rider" to service provided beginning January 1, 2018.

Public hearings will be held at various locations in Xcel Energy's electric service area. Counties, municipalities and customers will be notified once the hearings are scheduled.

The proposed rate schedules and a comparison of present and proposed rates are available at xcelenergy.com/rates (make sure "Minnesota" is selected in top right-hand corner), select "Rates" then select "2016 Minnesota Electric Rate Case" and can also be examined during normal business hours at either our General Offices located at 414 Nicollet Mall in downtown Minneapolis or at the Minnesota Department of Commerce, Division of Energy Resources, 85 7th Place East, Suite 500, St. Paul, Minnesota 55101.

Those who wish to intervene or testify in this case should contact the Minnesota Office of Administrative Hearings, P.O. Box 64620, St. Paul, Minnesota 55164-0620, Telephone: 651-361-7900, TTY: 651-361-7878. Public notice of hearings dates and locations will be published in local newspapers in Xcel Energy's Minnesota service area.

Questions on the rate increase may be directed to Gail A. Baranko at (612) 330-6935. Comments may also be mailed to Gail A. Baranko at 414 Nicollet Mall, 7th Floor, Minneapolis, MN 55401.

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BEFORE THE MINNESOTA PUBLIC UTILITIES COMMISSION

Beverly Jones Heydinger
Nancy Lange
Dan Lipschultz
John A. Tuma
Betsy Wergin

Chair
Commissioner
Commissioner
Commissioner
Commissioner

In the Matter of the Application of
Northern States Power Company for
Authority to Increase Rates for Electric
Service in the State of Minnesota

ISSUE DATE: December 22, 2015

DOCKET NO. E-002/GR-15-826

NOTICE OF AND ORDER FOR
HEARING

PROCEDURAL HISTORY

On November 2, 2015, Northern States Power Company d/b/a Xcel Energy (Xcel or the Company) filed a general rate case seeking three consecutive annual rate increases under the Multiyear Rate Plan statute.¹ The proposed rate increases would total \$297,100,000, or 9.8% over current rates, and would be phased in as follows:

- a) a 2016 increase of \$194,600,000, or 6.4% over current rates;
- b) a 2017 increase of \$52,100,000, an additional 1.7% over current rates; and
- c) a 2018 increase of \$50,400,000, an additional 1.7% over current rates.

The filing included an interim-rates proposal under Minn. Stat. § 216B.16, subd. 3 and was accompanied by a separate filing to establish a new base cost of energy, to be implemented at the same time as the new interim-rate schedule.²

The filing also proposed an alternative rate plan: a five-year, stand-alone rate plan under which the Commission would determine the cost of service based on the 2016 test year, set rates for 2016 based on that cost of service, and authorize annual rate increases of 1.8% for each of the succeeding four years. The filing asked the Commission to encourage the parties to engage in good-faith negotiations on the alternative rate plan while litigating the rate case.

On November 4, 2015, the Commission issued a notice to potentially interested persons requesting comments on whether the Commission should accept the filing as substantially complete and whether it should refer the case to the Office of Administrative Hearings for contested case proceedings.

¹ Minn. Stat. § 216B.16, subd. 19.

² *In the Matter of the Application of Northern States Power Company for Approval of a New Base Cost of Energy*, Docket No. E-002/MR-15-827.

Two entities filed comments in response to the notice: the Minnesota Department of Commerce (the Department) and the Residential Utilities and Antitrust Division of the Office of the Minnesota Attorney General (the OAG). The OAG's comments related exclusively to the Company's proposed interim-rates schedule, which is addressed by separate order.³

The Department stated that the initial filing had failed to provide the unadjusted financial data required under Minn. R. 7825.3900–7825.4100, but that the Company had made a revised filing including that data on November 10. The Department recommended the following actions:

- a) accepting the filing as substantially complete as of November 10, the date the Company filed the unadjusted financial data;
- b) extending the timeline for deciding the case by 180 days, as permitted under Minn. Stat. § 216B.16, subs. 2(f) and 19(f); and
- c) referring the case to the Office of Administrative Hearings for contested case proceedings.

On December 10, 2015, the filing came before the Commission. At that time the Department stated that it had no objection to accepting the filing as of the initial filing date, given the filing's overall quality and the Company's prompt provision of the missing information.

By separate orders the Commission has found the filing complete as of November 2, extended the timeline for deciding the case, suspended the proposed rate change, and set an interim rate schedule for use during the suspension period.⁴ In this order, the Commission refers the case to the Office of Administrative Hearings for contested case proceedings.

FINDINGS AND CONCLUSIONS

I. Jurisdiction and Referral for Contested Case Proceedings

The Commission has jurisdiction over proposed rate changes under Minn. Stat. § 216B.16. If the Commission is unable to resolve all significant issues regarding the reasonableness of the proposed rates on the basis of the filing itself, the Commission is to refer the matter to the Office of Administrative Hearings for contested case proceedings. Minn. Stat. § 216B.16, subd. 2.

The Commission finds that it cannot satisfactorily resolve all questions regarding the reasonableness of the proposed rates on the basis of the Company's filing. The Commission will therefore refer the matter to the Office of Administrative Hearings for contested case proceedings.

³ Order Setting Interim Rates, issued today in this docket.

⁴ See *Order Accepting Filing, Extending Timelines, and Suspending Rates* and *Order Setting Interim Rates*, both issued today in this case.

II. Issues to be Addressed

In the course of this case, the Commission expects review of the following issues:

- 1) The reasonableness of the test-year revenue increase sought by the Company.
- 2) The reasonableness of the rate design proposed by the Company.
- 3) The reasonableness of the Company's proposed capital structure, cost of capital, and return on equity.
- 4) Whether any of the issues identified in past Commission orders, listed in the Filing Requirement Compliance Table in the Company's November 2 filing, require further review or development.
- 5) What action, if any, the Commission should take on the Company's alternative, five-year, stand-alone rate plan, under which the Commission would set rates at the test-year cost of service for 2016 and authorize 1.8% rate increases for each of the four succeeding years.
- 6) Whether all customer classes, including those previously exempted, should be included in the Company's pilot revenue-decoupling program.
- 7) The appropriate rate-recovery treatment of other states' investment tax credits for facilities constructed outside Minnesota.
- 8) Whether, in light of the following factors, the amounts authorized for cost recovery in the 2016 test year and the 2017 and 2018 plan years should be considered provisional or placeholder amounts until the Commission makes a determination on the prudence of the Life Cycle Management costs at the Prairie Island plant:
 - a) Xcel's pending submission of a Nuclear Scope Study in its January 29, 2016 supplemental comments in its resource plan, docket E-002/RP-15-21; and
 - b) the possibility that there will not be adequate time to fully investigate and determine the prudence of these costs in this rate case.
- 9) Performance-based metrics and incentives to be implemented throughout the multiyear plan that begin shifting away from a regulatory system that rewards the sale of electricity and building large, capital-intensive power plants toward one that rewards Xcel for achieving a set of clearly defined performance outcomes, such as energy efficiency, reliability, community- owned distributed generation, affordability, emissions reductions, predictable rates, etc. Consideration should be made for such a new performance system to be either complementary to decoupling or a replacement.

The parties may also raise and address other issues relevant to the Company's proposed rate increase.

III. Supplementary Filings Required

To expedite record development on the prudence of Company expenditures on the Life Cycle Management program at its Prairie Island nuclear plant, the Company will be required to file, no later than January 29, 2016, supplemental schedules and testimony that:

- 1) Describe and compare projected and actual Life Cycle Management costs (and, to the extent relevant, Extended Power Uprate costs) from 2008 through 2020 by generating unit and year, including the proposed 2016 test year in this rate case, and the 2017 and 2018 plan years. The descriptions and comparisons should include all changes and updates to projected costs from 2008 on and should include all cites to relevant certificate of need, resource plan, and general rate case dockets.
- 2) Compare the relevant parts of the proposed 2016 test year, the 2017 plan year, and the 2018 plan year to the proposed five-year capital budget in the Company's pending resource plan, docket E-002/RP-15-21.

IV. Specialized Technical Professional Investigative Services Required

At the December 10 hearing, the Department asked the Commission to authorize and direct it to seek funding from the audit investigation account created under Minn. Stat. § 216B.62, subd. 8, to retain an outside consultant to analyze and prepare testimony on the cost-of-capital issues in this case. Subdivision 8 permits the Commission to ask the Commissioner of Commerce to seek authority from the Commissioner of Management and Budget to incur costs for specialized technical professional investigative services, when those services are necessary for the Commission to carry out its statutory duties.

The Department explained that heavy workloads from an unusually high number of pending rate cases,⁵ coupled with staffing constraints, jeopardized its ability to adequately develop cost-of-capital issues. The cost of capital, of course, is a critical component of the cost of service, which is the central issue in this and every general rate case.

The Company, which will be billed for the consultant's services, stated it did not object to the Department's request for funding from the audit investigation account. The Commission concurs that thorough analysis and testimony on cost-of-capital issues are critical to a fair and reasonable outcome in this case and will ask the Department to seek authority from the Commissioner of Management and Budget to incur the costs necessary to secure this analysis and testimony.

⁵ There are three other rate cases currently in evidentiary hearings: *In the Matter of the Application of CenterPoint Energy Resources Corp. d/b/a CenterPoint Energy Minnesota Gas for Authority to Increase Natural Gas Rates in Minnesota*, Docket No. G-008/GR-15-424; *In the Matter of the Application of Great Plains Natural Gas Company for Authority to Increase Natural Gas Rates in Minnesota*, Docket No. G-004/GR-15-879; and *In the Matter of the Application of Minnesota Energy Resources Corporation for Authority to Increase Rates for Natural Gas Service in Minnesota*, Docket No. G-011/GR-15-736.

V. Procedural Outline

A. Administrative Law Judge

The administrative law judge assigned to this case is Jeffery Oxley. His address and telephone number are as follows: Office of Administrative Hearing, 600 North Robert Street, St. Paul, Minnesota 55101 and (651) 361-7875. His mailing address is P.O. Box 64620, St. Paul, Minnesota 55164-0620.

B. Hearing Procedure

- *Controlling Statutes and Rules*

Hearings in this matter will be conducted in accordance with the Administrative Procedure Act, Minn. Stat. §§ 14.57 – 14.62; the rules of the Office of Administrative Hearings, Minn. R. 1400.5100 to 1400.8400; and, to the extent that they are not superseded by those rules, the Commission's Rules of Practice and Procedure, Minn. R. 7829.0100 to 7829.3200.

Copies of these rules and statutes may be purchased from the Print Communications Division of the Department of Administration, 660 Olive Street, St. Paul, Minnesota 55155; (651) 297-3000. These rules and statutes also appear on the State of Minnesota's website at www.revisor.mn.gov/pubs.

The Office of Administrative Hearings conducts contested case proceedings in accordance with the Minnesota Rules of Professional Conduct and the Professionalism Aspirations adopted by the Minnesota State Bar Association.

- *Right to Counsel and to Present Evidence*

In these proceedings, parties may be represented by counsel, may appear on their own behalf, or may be represented by another person of their choice, unless otherwise prohibited as the unauthorized practice of law. They have the right to present evidence, conduct cross-examination, and make written and oral argument. Under Minn. R. 1400.7000, they may obtain subpoenas to compel the attendance of witnesses and the production of documents.

Parties should bring to the hearing all documents, records, and witnesses necessary to support their positions.

- *Discovery and Informal Disposition*

Any questions regarding discovery under Minn. R. 1400.6700 to 1400.6800 or informal disposition under Minn. R. 1400.5900 should be directed to Robert Harding, Financial Analysis Supervisor, Minnesota Public Utilities Commission, 121 Seventh Place East, Suite 350, St. Paul, Minnesota 55101-2147, (651) 201-2237.

- *Protecting Not-Public Data*

State agencies are required by law to keep some data not public. Parties must advise the administrative law judge if not-public data is offered into the record. They should take note that any not-public data admitted into evidence may become public unless a party objects and requests relief under Minn. Stat. § 14.60, subd. 2.

- *Accommodations for Disabilities; Interpreter Services*

At the request of any individual, this agency will make accommodations to ensure that the hearing in this case is accessible. The agency will appoint a qualified interpreter if necessary. Persons must promptly notify the administrative law judge if an interpreter is needed.

- *Scheduling Issues*

The times, dates, and places of public and evidentiary hearings in this matter will be set by order of the administrative law judge after consultation with the Commission and intervening parties.

- *Notice of Appearance*

Any party intending to appear at the hearing must file a notice of appearance (Attachment A) with the administrative law judge within 20 days of the date of this Notice of and Order for Hearing.

- *Sanctions for Non-compliance*

Failure to appear at a prehearing conference, a settlement conference, or the hearing, or failure to comply with any order of the administrative law judge, may result in facts or issues being resolved against the party who fails to appear or comply.

C. Parties and Intervention

The current parties to this case are the Company, the Department, and the Office of the Attorney General. Other persons wishing to become formal parties shall promptly file petitions to intervene with the administrative law judge. They shall serve copies of such petitions on all current parties and on the Commission. Minn. R. 1400.6200.

D. Prehearing Conference

A prehearing conference will be held on Monday, January 4, 2016, at 1:30 p.m. in the Large Hearing Room at the offices of the Public Utilities Commission, 121 Seventh Place East, Suite 350, St. Paul, Minnesota 55101-2147.

Persons participating in the prehearing conference should be prepared to discuss time frames, scheduling, discovery procedures, and similar issues. Potential parties are invited to attend the pre-hearing conference and to file their petitions to intervene as soon as possible.

E. Time Constraints

Minn. Stat. § 216B.16, subd. 2(a) authorizes the Commission to suspend proposed rates for ten months to permit adequate examination of their reasonableness. In addition, subdivision 2(f) grants up to 90 more days if the Commission finds that it has insufficient time to make a final determination due to the need to make determinations in other pending rate cases. And subdivision 19 (f) provides an additional 90 days if a utility proposes a multiyear rate plan, to address the added complexity these plans entail.

In its *Order Accepting Filing, Extending Timelines, and Suspending Rates*, issued today in this docket, the Commission extended the suspension period in this case until March 1, 2017.

The Commission asks the Office of Administrative Hearings to conduct contested case proceedings in light of these time constraints and requests that the administrative law judge submit his final report on or before November 15, 2016. If the statutory due date for the final determination is extended beyond March 1, 2017, the Commission requests that the administrative law judge submit his report at least three and a half months before the extended due date.

VI. Application of Ethics in Government Act

The lobbying provisions of the Ethics in Government Act, Minn. Stat. § 10A.01 et seq., apply to general rate cases. Persons appearing in this proceeding may be subject to registration, reporting, and other requirements set forth in that Act. All persons appearing in this case are urged to refer to the Act and to contact the Campaign Finance and Public Disclosure Board, telephone number (651) 296-1190, with any questions.

VII. Ex Parte Communications

Restrictions on ex parte communications with Commissioners and reporting requirements regarding such communications with Commission staff apply to this proceeding from the date of this Order. Those restrictions and reporting requirements are set forth at Minn. R. 7845.7300–7845.7400, which all parties are urged to consult.

VIII. Notices Required; Delegation of Authority

Finally, the rate case statute and the Commission's rules require comprehensive notice of proposed general rate increases. Those notices are required in the ordering paragraphs below, and to promote administrative efficiency, the Commission will delegate to the Executive Secretary the authority to approve customer notices, bill inserts, and bill formats for the duration of this proceeding.

ORDER

1. The Commission hereby refers this case to the Office of Administrative Hearings for contested case proceedings, as set forth above.

2. The Commission asks the Commissioner of Commerce to seek authority from the Commissioner of Management and Budget to incur costs for specialized technical professional investigative services under Minn. Stat. § 216B.62, subd. 8, to examine and develop testimony on the cost of capital in this rate case.
3. On or before January 29, 2016, the Company shall file supplemental schedules and testimony that:
 - a. Describe and compare projected and actual Life Cycle Management costs (and, to the extent relevant, Extended Power Uprate costs) from 2008 through 2020 by generating unit and year, including the proposed 2016 test year in this rate case, and the 2017 and 2018 plan years. The descriptions and comparisons should include all changes and updates to projected costs from 2008 on and should include all cites to relevant certificate of need, resource plan, and general rate case dockets.
 - b. Compare the relevant parts of the proposed 2016 test year, the 2017 plan year, and the 2018 plan year to the proposed five-year capital budget in the Company's pending resource plan, docket E-002/RP-15-21.
4. The Company shall promptly mail copies of this order to all municipalities, counties, and local governing authorities within its Minnesota service area.
5. Public hearings shall be held in this case at locations within the service area of the Company.
6. The Company shall give the following notices of the evidentiary and public hearings:
 - a. Individual written notice to each customer, which may be in the form of a bill insert, and shall be served at least ten days before the first day of hearings.
 - b. Written notice to the governing bodies of all municipalities, counties, and local governing bodies in the area affected and to all parties in the Company's last two rate cases. These notices shall be mailed at least ten days before the first day of hearings.
 - c. Display advertisements in legal newspapers of affected counties and other newspapers of general circulation within the Company's Minnesota service area. These advertisements shall appear at least ten days before the first day of hearings. They shall include the heading **RATE INCREASE NOTICE**, which heading shall appear in bold face type no smaller than 30 points.
7. The Company shall submit proposed notices for Commission approval prior to publication or service.

8. The Commission delegates to the Executive Secretary the authority to approve notices, bill inserts, and bill formats for the duration of this proceeding.
9. This Order shall become effective immediately.

BY ORDER OF THE COMMISSION

Daniel P. Wolf
Executive Secretary



This document can be made available in alternative formats (e.g., large print or audio) by calling 651.296.0406 (voice). Persons with hearing loss or speech disabilities may call us through their preferred Telecommunications Relay Service.

BEFORE THE MINNESOTA OFFICE OF ADMINISTRATIVE HEARINGS
600 North Robert Street St. Paul, Minnesota 55101
FOR THE MINNESOTA PUBLIC UTILITIES COMMISSION
121 Seventh Place East Suite 350 St. Paul, Minnesota 5101-2147

In the Matter of the Application of
Northern States Power Company for
Authority to Increase Rates for Electric
Service in the State of Minnesota

OAH DOCKET NO. 19-2500-33074

MPUC DOCKET NO. E-002/GR-15-826

NOTICE OF APPEARANCE

Name, Address, and Telephone Number of Administrative Law Judge: Jeffery Oxley,
Office of Administrative Hearings, 600 North Robert Street, St. Paul, Minnesota 55101 and
(651) 361-7875. His mailing address is P.O. Box 64620, St. Paul, Minnesota 55164-0620.

TO THE ADMINISTRATIVE LAW JUDGE:

You are advised that the party named below will appear at the above hearing.

NAME OF PARTY:

ADDRESS:

TELEPHONE NUMBER AND E-MAIL ADDRESS:

PARTY'S ATTORNEY OR OTHER REPRESENTATIVE:

OFFICE ADDRESS:

TELEPHONE NUMBER:

SIGNATURE OF PARTY OR ATTORNEY: _____

DATE: _____

CERTIFICATE OF SERVICE

I, Margie DeLaHunt, hereby certify that I have this day, served a true and correct copy of the following document to all persons at the addresses indicated below or on the attached list by electronic filing, electronic mail, courier, interoffice mail or by depositing the same enveloped with postage paid in the United States mail at St. Paul, Minnesota.

**Minnesota Public Utilities Commission
NOTICE OF AND ORDER FOR HEARING**

Docket Number E-002/GR-15-826
Dated this 22nd day of December, 2015

/s/ Margie DeLaHunt