

**REGULAR CITY COUNCIL MEETING
CITY HALL COUNCIL CHAMBERS
JUNE 13, 2016
6:00 P.M.**

AGENDA

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. COUNCIL ACTIVITY REPORTS
- IV. DEPARTMENT HEAD REPORT – Paul Wegner & Ron Mergen
- V. CONSENT AGENDA
 - A. Minutes (page 1) – Special Joint City Council & Budget & Finance Committee, Planning Commission, Budget & Finance Committee, and Liquor Board (2).
 - B. Vouchers (page 2)
- VI. NEW BUSINESS
 - A. Presentation Of Radar To Police Department By The Office Of Traffic Safety (page 4)
 - B. American Flag Resolution (page 5)
 - C. Lowering The Posted Speed Limit Resolution (page 7)
 - D. Form A Sub-Committee To Reconfigure The City Hall/Motor Vehicle Counters & Install A Security System (page 9)
 - E. Temporary Street Closure – PEP Committee – Cruisin' On James Car Show (page 10)
 - F. Darby Lane (page 12)
 - G. 314 Stearns Ave. Alley (page 22)
 - H. Ad Hoc Enhancement Committee (page 26)
 - I. Customer Service Specialist Resignation & Hiring (page 27)
- VII. OLD BUSINESS
 - A. 2016 Street Project (page 28)
 - B. Ordinance No. 156, 2nd Series - Hazardous Conditions (page 30)
 - C. Ordinance No. 157, 2nd Series – Salaries And Other Compensation Of Mayor & Council Members (page 32)
 - D. VOC - Water Treatment Plant (page 34)
- VIII. INFORMATIONAL
 - A. 2015 Consumer Confidence Report (page 36)
 - B. May Police Reports (page 41)
 - C. June & July Meeting Schedules (page 45)
 - D. January, February & March Investments, Liquor Revenue & Expenses, Incode Financial Reports, City Attorney Report, and Capital Improvement Breakdown Report – all reports can be found on the City's website.
 - E. Morgan Stanley Investment Report (page 47)
- IX. 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: June 13, 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
April 25, 2016 Special Joint City Council & Budget & Finance Committee	5-26-16
May 2, 2016 Planning Commission	5-27-16
April 8, 2016 Budget & Finance Committee	5-27-16
May 3, 2016 Municipal Off-Sale Liquor Board	5-31-16
April 5, 2016 Municipal Off-Sale Liquor Board	5-31-16

ADMINISTRATOR COMMENTS:

COMMITTEE/COUNCIL ACTION:

Motion to approve the minutes from the following meetings:

April 25, 2016 Special Joint City Council & Budget & Finance Committee	5-26-16
May 2, 2016 Planning Commission	5-27-16
April 8, 2016 Budget & Finance Committee	5-27-16
May 3, 2016 Municipal Off-Sale Liquor Board	5-31-16
April 5, 2016 Municipal Off-Sale Liquor Board	5-31-16

REQUEST FOR COMMITTEE/COUNCIL ACTION

COMMITTEE/COUNCIL NAME: City Council

Committee/Council Meeting Date: June 13, 2016

Originating Department: Administration

Agenda Section: Consent

Item Number: V-B

ITEM DESCRIPTION: Vouchers

Prepared by: Alice McColley

COMMENTS:

Please review the following vouchers:

05/26/2016	Payroll Checks	92597-92601	\$4,469.00
05/26/2016	Payroll Taxes	92515-92518	\$1,274.56
05/26/2016	Payroll Direct Deposit		\$17,910.49
05/26/2016	Payroll - Fed		\$6,104.68
05/26/2016	Payroll - State		\$1,105.70
05/26/2016	Payroll - TASC		\$538.43
05/26/2016	Payroll - PERA		\$5,766.85
05/26/2016	Payroll - SELECT		\$207.70
05/26/2016	Payroll - Blue Cross		\$4,693.60
05/26/2016	Payroll - AFLAC		\$139.41
06/08/2016	Vouchers	92606-92680	\$170,519.69
6/9/2016	Payroll Checks	92681-92687	\$4,860.72
6/9/2016	Payroll Taxes	92688-92691	\$1,304.35
6/9/2016	Payroll Direct Deposit		\$20,043.16
6/9/2016	Payroll - Fed		\$6,810.40
6/9/2016	Payroll - State		\$1,288.96
6/9/2016	Payroll - TASC		\$538.43
6/9/2016	Payroll - PERA		\$6,532.13
6/9/2016	Payroll - SELECT		\$207.70
6/9/2016	Payroll - Blue Cross		\$4,693.66
6/9/2016	Payroll - AFLAC		\$139.41
		TOTAL	\$259,149.03

ADMINISTRATOR COMMENTS:

COMMITTEE/COUNCIL ACTION:

Motion to approve vouchers:

05/26/2016	Payroll Checks	92597-92601	\$4,469.00
05/26/2016	Payroll Taxes	92515-92518	\$1,274.56
05/26/2016	Payroll Direct Deposit		\$17,910.49
05/26/2016	Payroll - Fed		\$6,104.68
05/26/2016	Payroll - State		\$1,105.70
05/26/2016	Payroll - TASC		\$538.43
05/26/2016	Payroll - PERA		\$5,766.85
05/26/2016	Payroll - SELECT		\$207.70
05/26/2016	Payroll - Blue Cross		\$4,693.60
05/26/2016	Payroll - AFLAC		\$139.41
06/08/2016	Vouchers	92606-92680	\$170,519.69
6/9/2016	Payroll Checks	92681-92687	\$4,860.72
6/9/2016	Payroll Taxes	92688-92691	\$1,304.35
6/9/2016	Payroll Direct Deposit		\$20,043.16
6/9/2016	Payroll - Fed		\$6,810.40
6/9/2016	Payroll - State		\$1,288.96
6/9/2016	Payroll - TASC		\$538.43
6/9/2016	Payroll - PERA		\$6,532.13
6/9/2016	Payroll - SELECT		\$207.70
6/9/2016	Payroll - Blue Cross		\$4,693.66
6/9/2016	Payroll - AFLAC		\$139.41
		TOTAL	\$259,149.03

REQUEST FOR COMMITTEE/COUNCIL ACTION

COMMITTEE/COUNCIL NAME: City Council

Committee/Council Meeting Date: June 13, 2016

Agenda Section: New Business

Originating Department: Police Department

Item Number: VI - A

**ITEM DESCRIPTION: Presentation Of Radar To Police Department By The Office Of
Traffic Safety**

Prepared by: Chief Paul Wegner

COMMENTS:

Becky Putzke, TZD Law Enforcement Liaison for the Office of Traffic Safety will be in attendance to present the City of Paynesville and the Paynesville Police Department with a new radar unit as an Agency Award for the 1st Quarter of Fiscal Year 2016 for the States Towards Zero Deaths Program. Value of the radar is \$2,500.00.

ADMINISTRATOR COMMENTS:

COMMITTEE/COUNCIL ACTION:

REQUEST FOR COMMITTEE/COUNCIL ACTION

COMMITTEE/COUNCIL NAME: City Council

Committee/Council Meeting Date: June 13, 2016

Originating Department: Administration

Agenda Section: New Business

Item Number: VI – B

ITEM DESCRIPTION: American Flag Resolution

Prepared by: Staff

COMMENTS:

Jeff Thompson will give a verbal report. Please review the attached Resolution regarding the American Flag and when it is to be flown at half-staff.

ADMINISTRATOR COMMENTS:

COMMITTEE/COUNCIL ACTION:

Motion to approve Resolution 2016-16 City of Paynesville Flying The American Flag At Half Staff.

RESOLUTION 2016-16

WHEREAS, the American Flag is the national flag of the United States of America and is displayed in front of Paynesville City Hall; and

WHEREAS, the pertinent section of the United States Flag Code says, "by order of the President, the flag shall be flown at half-staff upon the death of principal figures of the United States Government and the Governor of a State, territory, or possession, as a mark of respect to their memory. In the event of the death of other officials or foreign dignitaries, the flag is to be displayed at half-staff according to Presidential orders, or in accordance with recognized customs or practices not inconsistent with law; and

WHEREAS, Federal law includes a Congressional request that the flag be flown at half-staff on Peace Officers Memorial Day (May 16), unless that day is also Armed Forces Day; and

WHEREAS, presidential proclamations also call for the flag to be flown at half-staff on Pearl Harbor Remembrance Day (December 7) and Patriot Day (September 11); and

WHEREAS, there are other commonly accepted and appropriate days for the American Flag to be flown at half-staff;

NOW, THEREFORE, BE IT RESOLVED THAT THE CITY OF PAYNESVILLE fly the American Flag at half-staff on:

- Peace Officers Memorial Day, May 15th, unless that day is also Armed Forces Day. (sunrise to sunset)
- Memorial Day, last Monday in May (sunrise to noon)
- Patriot Day September 11 (sunrise to sunset)
- National Firefighters Memorial Day, October (typically a Sunday during Fire Prevention Week)
- Pearl Harbor Remembrance Day, December 7th (sunrise to sunset)
- Other times as ordered by the President of the United State or Governor of the State of Minnesota.

Adopted by the City Council of the City of Paynesville, Minnesota, this 13th day of June, 2016.

Jeff Thompson, Mayor

ATTEST:

Renee Eckerly, City Administrator

v

REQUEST FOR COMMITTEE/COUNCIL ACTION

COMMITTEE/COUNCIL NAME: City Council

Committee/Council Meeting Date: June 13, 2016

Originating Department: Administration

Agenda Section: New Business

Item Number: VI – C

ITEM DESCRIPTION: Lowering The Posted Speed Limit Resolution

Prepared by: Staff

COMMENTS:

Jeff Thompson will give a verbal report. Please review the attached Resolution regarding petitioning Stearns County to lower the posted speed limit on Business Highway 23 E from 28527 Business Highway 23 E east to the Minnie Street intersection to not more than 45 miles per hour.

ADMINISTRATOR COMMENTS:

COMMITTEE/COUNCIL ACTION:

Motion to approve Resolution 2016-17 lowering the posted speed limit.

RESOLUTION 2016-17

WHEREAS, the safety of residents, guests, and travelers is of utmost importance; and

WHEREAS, the posted speed limit on Stearns County Highway 85 (Business Highway 23 E) on the eastern edge of the City of Paynesville is 55 miles per hour starting in the vicinity of 28527 Business Highway 23 E in an easterly direction into a downward slope and through a sub-standard width rail overpass; and

WHEREAS, there is an increasing number of business and housing development accesses along the route;

NOW, THEREFORE, BE IT RESOLVED THAT THE CITY OF PAYNESVILLE: petition Stearns County to lower the posted speed limit on Business Highway 23 E from 28527 Business Highway 23 E east to the Minnie Street intersection to not more than 45 miles per hour.

Adopted by the City Council of the City of Paynesville, Minnesota this 13th day of June, 2016.

Jeff Thompson, Mayor

ATTEST:

Renee Eckerly, City Administrator

REQUEST FOR COMMITTEE/COUNCIL ACTION

COMMITTEE/COUNCIL NAME: City Council

Committee/Council Meeting Date: June 13, 2016

Originating Department: Administration

Agenda Section: New Business

Item Number: VI – D

ITEM DESCRIPTION: Form A Sub-Committee To reconfigure The City Hall/Motor Vehicle Counters & Install A Security System

Prepared by: Staff

COMMENTS:

Renee Eckerly will give a verbal report on forming a sub-committee to reconfigure the City Hall/Motor Vehicle counters and install a security system.

ADMINISTRATOR COMMENTS:

COMMITTEE/COUNCIL ACTION:

REQUEST FOR COMMITTEE/COUNCIL ACTION

COMMITTEE/COUNCIL NAME: City Council

Committee/Council Meeting Date: June 13, 2016

Originating Department: Administration

Agenda Section: New Business

Item Number: VI – E

ITEM DESCRIPTION: Temporary Street Closure – PEP Committee – Cruisin' On James Car Show

Prepared by: Staff

COMMENTS:

The City has received a Temporary Street Closing Application from the PEP Committee to close James St. from Washburne Ave. to the Bank of the West drive thru and Augusta Ave. from the alley to the Bank of the West back drive thru on Saturday, August 20, 2016 from 7:00 a.m. to 1:30 p.m.

The Police Chief and Fire Chief have reviewed this and recommend approval with the understanding that they work with the Public Works Department for barricades and signs must be posted before 6:00 a.m. indicating no parking. All businesses must also be notified of such closing prior to the event.

ADMINISTRATOR COMMENTS:

COMMITTEE/COUNCIL ACTION:

Motion to approve the Temporary Street Closure from the PEP Committee for Saturday, August 20, 2016 from 7:00 a.m. to 1:30 p.m.

**CITY OF PAYNESVILLE
TEMPORARY STREET CLOSING APPLICATION**

Date 5/26/16 Applicant's Name PEP Committee / Sean

Address 202 W James St Telephone No. 243 7194

Email _____

Event Cruisin on James Car Show

Date(s) Street(s) To Be Closed James St Sat. Aug. 20 Time(s) Street(s) To Be Closed 7am - 1:30pm

Street To Be Closed James St
From (what location/intersection) Washburne To (what location/intersection) drive thru-BOW

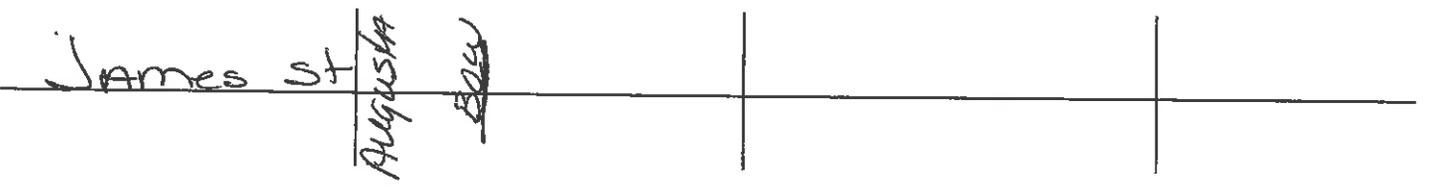
Street To Be Closed Augusta
From (what location/intersection) Alley To (what location/intersection) back drive thru-BOW

Street To Be Closed _____
From (what location/intersection) _____ To (what location/intersection) _____

Have all businesses and/or property owners been notified of the proposed street closure?
Their feedback: YES NO

Explanation of proposed street closure (use additional paper if necessary):
Car Show

Drawing of proposed street closure (use additional paper if necessary):



Approved By _____ Date 6/1/16

Chief of Police _____
Comments work w/ Public Works for Barricades. Signs must be posted before 6 am indicating No Parking. Must notify all businesses

_____ Date 6-6-16

Fire Chief _____
Comments _____

Mayor _____ Date _____

*** Applicants will need to make arrangements with the Public Works Department for signage and barricades, please contact Ron Mergen at 320-243-3714 Ext. 230. All alleys will need to remain clear for emergency vehicles and personnel. No poles/stakes are allowed into the cement/asphalt/bituminous of the street/curb/sidewalk.***

For Office Use Only:
Date Received: 5.31.16 Date To Chief of Police: _____ Date to Fire Chief: 6/1/16

REQUEST FOR COMMITTEE/COUNCIL ACTION

COMMITTEE/COUNCIL NAME: City Council

Committee/Council Meeting Date: June 13, 2016

Originating Department: Administration

Agenda Section: New Business

Item Number: VI – F

ITEM DESCRIPTION: Darby Lane

Prepared by: Staff

COMMENTS:

Ron Mergen and Renee Eckerly will give a verbal report. Two issues have recently been brought to the City's attention:

1. Persons have been using the former Credit Union property (private property) as the plated street (Darby Lane) to access the rear of their properties; however, most of Darby Lane is grass. Darby Lane runs north and south between the former Credit Union and Lake Ave. N.

It has been suggested to reconstruct the street (Darby Lane), add it to the 2017 St. Project and assess the improvements back to the abutting property owners.

2. Property owners abutting Darby Lane have built over their lot lines by approximately 10 feet on two instances; therefore, a portion of two garages are on their neighbor's property.

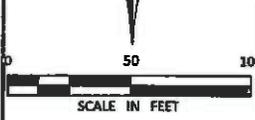
Discussion.

ADMINISTRATOR COMMENTS:

COMMITTEE/COUNCIL ACTION:

Motion to _____.

Motion to _____.



©Bolton & Menk, Inc. 2016,
All Rights Reserved

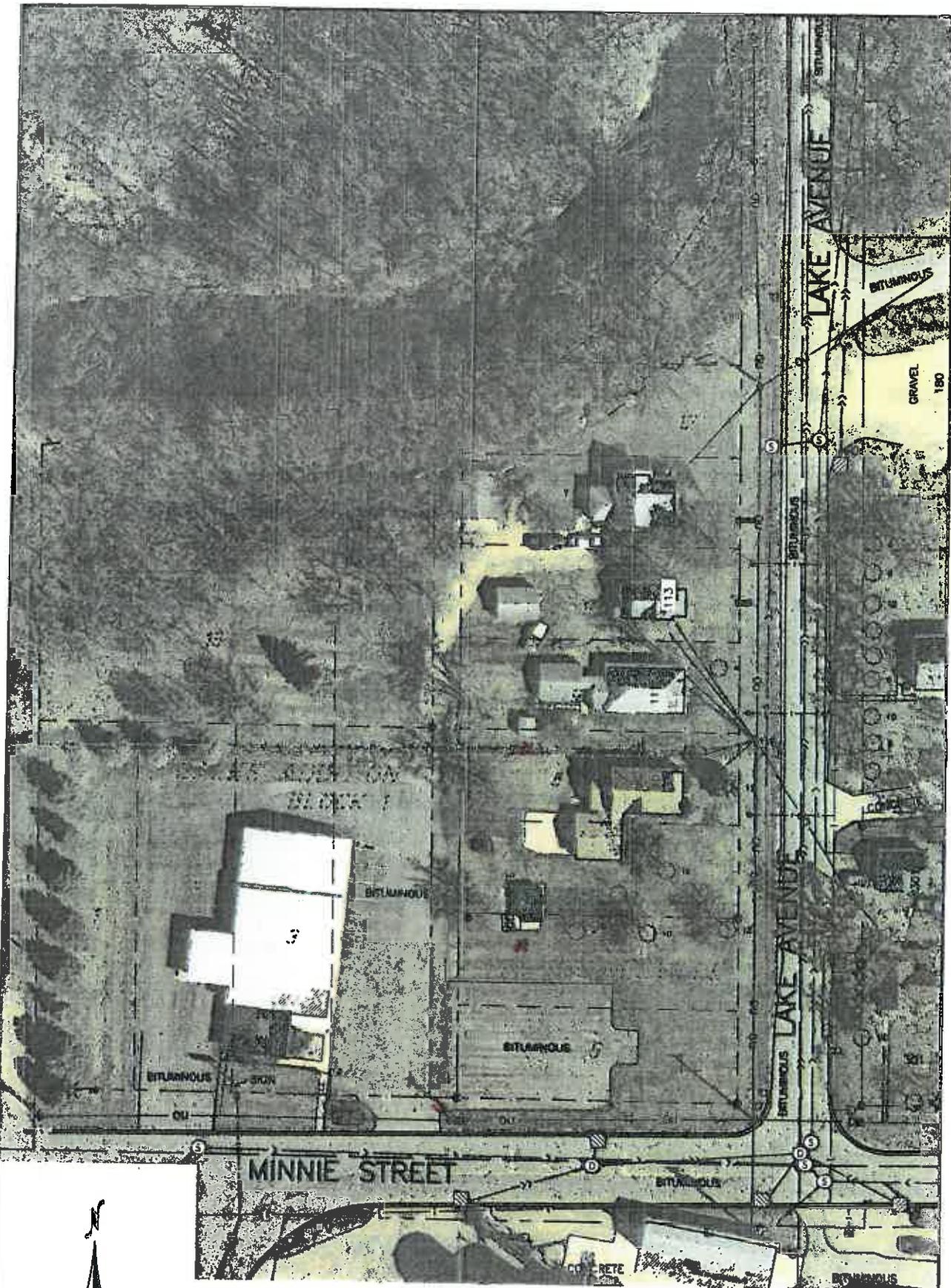
EXISTING CONDITIONS
PAYNESVILLE, MINNESOTA

BOLTON & MENK, INC.
Consulting Engineers & Surveyors

2040 HIGHWAY 12 EAST
WILLMAR, MINNESOTA 56201
(320)-231-3956

GALES ADDITION TO VILLAGE OF
PAYNESVILLE, STEARNS COUNTY, MINNESOTA

FOR: CITY OF PAYNESVILLE



EXISTING CONDITIONS
PAYNESVILLE, MINNESOTA

BOLTON & MENK, INC.
Consulting Engineers & Surveyors

2040 HIGHWAY 12 EAST
WILLMAR, MINNESOTA 56201
(920)-231-3956

GALES ADDITION TO VILLAGE OF
PAYNESVILLE, STEARNS COUNTY, MINNESOTA

FOR: CITY OF PAYNESVILLE

©Bolton & Menk, Inc. 2016,
All Rights Reserved

H:\PAYN\W14107598\C3D\107598EX02.DWG 05-05-2016 7:46a.m.

JOB NUMBER: W14.107598

FIELD BOOK:

DRAWN BY: FRD

R32-T122-59-34

Hayes



Meyer



Meyer



CHURCH



CHUPP



Chupp



X ALLEY BY FORMER CREDIT UNION

Members reviewed a map showing that the current roadway that vehicles are driving on is partially on private property. It was questioned how long it has been this way. It was stated 30 plus years. The current ordinance was reviewed noting the City will bear the cost of any maintenance and the abutting property owners may be assessed for repairs or reconstruction. Members noted this project would be a partial reconstruction of the alley; therefore, would be assessed to the property owners. City staff will inform the property owners and see if they still want to proceed.

ALLEY BY NAPA

DeWolf presented a map identifying a low spot in the alley close to Business 23. The county has offered to provide a manhole structure for the installation of an infiltration drain. The City would have to pay the cost of installation at an estimated cost of \$1,500.00.

Motion was made by Hemmesch to accept the County's offer for the manhole structure and the City pay the cost of installation and recommend such to the City Council. Seconded by Peschong and unanimously carried.

ALLEY BY 314 STEARNS

DeWolf presented a diagram of a map identifying the alley as currently having very little to no grade. In a storm event the resident states the water is running along his house and is damaging the foundation. DeWolf reported that the approach can be lowered in order to give the alley the grade it would need to drain and a gutter section could be added to drain the water. This project is estimated at a cost of \$7,000.00. It would be less if it was added to the 2016 project.

Motion was made by Peschong to address this approach and have it added to the 2016 Street Project as a Change Order and the property owner would bear the cost of the gutter system abutting the property and recommend such to the City Council. Seconded by Hemmesch and unanimously carried.

WATER PRESSURE FLUCTUATION UPDATE

The water pressure fluctuation was explained and the City is working with AMPI on a possible pressure tank. It was noted this would be inside the AMPI plant. It was questioned how severe this problem is. It was stated that it affects all properties on dead-end areas.

2017 PROJECT

It was reported that a resident on Oak Park Ave. is requesting that curb and gutter be added into next year's project. Members suggested that DeWolf present a cost estimate for such.

There being no further business, the meeting was adjourned at 5:50 p.m.

REQUEST FOR COMMITTEE/COUNCIL ACTION

COMMITTEE/COUNCIL NAME: City Council

Committee/Council Meeting Date: June 13, 2016

Originating Department: Administration

Agenda Section: New Business

Item Number: VI – G

ITEM DESCRIPTION: 314 Stearns Ave. Alley

Prepared by: Staff

COMMENTS:

Ron Mergen will give a verbal report. There is little to no grade in the alley and in a storm event the water runs along the house and is damaging the foundation. The approach can be lowered in order to give the alley the grade it would need to drain and a gutter section could be added to drain the water. The project is estimated at \$7,000.00, but would be less if could be added to the 2016 St. Project.

The Public Works Committee recommends addressing the approach and adding it to the 2016 St. Project as a Change Order and have the property bear the cost of the gutter system abutting the property.

Curb and gutter could be added to the 2017 St. Project.

Lowering the approach could be added to the 2016 St. Project; estimated at \$2,500.00.

Discussion.

ADMINISTRATOR COMMENTS:

COMMITTEE/COUNCIL ACTION:

Motion to _____

Motion to _____



LEGEND

-  REMOVE/REPLACE CONCRETE
-  3' WIDE VALLEY GUTTER
-  PROPOSED DRAINAGE
-  EXISTING DRAINAGE

HORZ.  SCALE FEET



BOLTON & MENK, INC.
 Consulting Engineers & Surveyors
 2040 HIGHWAY 12 EAST - WILLMAR, MINNESOTA 56201
 Phone: (320)-231-3956 Email: Willmar@bolton-menk.com
 www.bolton-menk.com

CITY OF PAYNESVILLE, MINNESOTA
 STEARNS AVE DRAINAGE CORRECTION
 300 BLOCK ALLEY

MAY 2016

FIGURE NO.

5.2

ALLEY BY FORMER CREDIT UNION

Members reviewed a map showing that the current roadway that vehicles are driving on is partially on private property. It was questioned how long it has been this way. It was stated 30 plus years. The current ordinance was reviewed noting the City will bear the cost of any maintenance and the abutting property owners may be assessed for repairs or reconstruction. Members noted this project would be a partial reconstruction of the alley; therefore, would be assessed to the property owners. City staff will inform the property owners and see if they still want to proceed.

ALLEY BY NAPA

DeWolf presented a map identifying a low spot in the alley close to Business 23. The county has offered to provide a manhole structure for the installation of an infiltration drain. The City would have to pay the cost of installation at an estimated cost of \$1,500.00.

Motion was made by Hemmesch to accept the County's offer for the manhole structure and the City pay the cost of installation and recommend such to the City Council. Seconded by Peschong and unanimously carried.

X **ALLEY BY 314 STEARNS**

DeWolf presented a diagram of a map identifying the alley as currently having very little to no grade. In a storm event the resident states the water is running along his house and is damaging the foundation. DeWolf reported that the approach can be lowered in order to give the alley the grade it would need to drain and a gutter section could be added to drain the water. This project is estimated at a cost of \$7,000.00. It would be less if it was added to the 2016 project.

Motion was made by Peschong to address this approach and have it added to the 2016 Street Project as a Change Order and the property owner would bear the cost of the gutter system abutting the property and recommend such to the City Council. Seconded by Hemmesch and unanimously carried.

WATER PRESSURE FLUCTUATION UPDATE

The water pressure fluctuation was explained and the City is working with AMPI on a possible pressure tank. It was noted this would be inside the AMPI plant. It was questioned how severe this problem is. It was stated that it affects all properties on dead-end areas.

2017 PROJECT

It was reported that a resident on Oak Park Ave. is requesting that curb and gutter be added into next year's project. Members suggested that DeWolf present a cost estimate for such.

There being no further business, the meeting was adjourned at 5:50 p.m.

SEC. 7.13. CURB AND GUTTER, STREET AND SIDEWALK PAINTING OR COLORING. It is unlawful for any person to paint, letter or color any street, sidewalk or curb and gutter for advertising purposes, or to paint or color any street, sidewalk or curb and gutter for any purpose, except as the same may be done by City employees acting within the course or scope of their employment. Provided, however, that this provision shall not apply to uniformly coloring concrete or other surfacing, or uniformly painted house numbers, as such coloring may be approved by the City Administrator.

* **SEC. 7.14. ALLEY REPAIR.**

Subd. 1. Alley Defined. For the purpose of this Section, the term "alley" means a street abutting upon the rear of any lot or parcel of land.

Subd. 2. Primary Responsibility. It is the primary responsibility of the City to bear the cost of maintenance of alleys. It shall be the responsibility of each owner of property abutting upon any alley to bear the cost of repairs or reconstruction of such alley.

Subd. 3. Charges. Cost for the repair or reconstruction of an alley may be assessed by the City against abutting owners.

Source: City Code
Effective Date: 03-15-1992

SEC. 7.15. CONSTRUCTION AND RECONSTRUCTION OF ROADWAY SURFACES, INCLUDING ALLEYS, CURB AND GUTTER.

REQUEST FOR COMMITTEE/COUNCIL ACTION

COMMITTEE/COUNCIL NAME: City Council

Committee/Council Meeting Date: June 13, 2016

Originating Department: Administration

Agenda Section: New Business

Item Number: VI – H

ITEM DESCRIPTION: Ad Hoc Enhancement Committee

Prepared by: Staff

COMMENTS:

Doris Wendlandt has requested that the Ad Hoc Enhancement Committee be brought back.

The Downtown Committee was established in 2004

The Enhancement Committee was created in 2005

Name changed to the Ad Hoc Enhancement Committee in 2008

The Committee was eliminated on November 22, 2010

The Committee was brought back in March of 2012

The Ad Hoc Enhancement Committee was disbanded by the City Council on June 29, 2015 – based on the following - The Ad Hoc Enhancement Committee recommends disbanding the Committee as their duties have been completed or they can be moved to an already existing Committee.

Discussion.

ADMINISTRATOR COMMENTS:

COMMITTEE/COUNCIL ACTION:

Motion to _____.

REQUEST FOR COMMITTEE/COUNCIL ACTION

COMMITTEE/COUNCIL NAME: City Council

Committee/Council Meeting Date: June 8, 2016

Agenda Section: New Business

Originating Department: Administration

Item Number: VI - I

ITEM DESCRIPTION: Customer Service Specialist Resignation & Hiring

Prepared by: Renee Eckerly, City Administrator

COMMENTS:

RaeAnn Kranz, Customer Service Specialist, has submitted her resignation from the City of Paynesville. Her last day will be June 17, 2016.

On August 24, 2015, the Council approved Angel Murdock to be placed on the Customer Service Specialist eligibility list. She has been contacted and is still interested in the position.

ADMINISTRATOR COMMENTS:

COMMITTEE/COUNCIL ACTION:

Motion to accept resignation of RaeAnn Kranz, Customer Service Specialist, effective June 17, 2016.

Motion to hire Angel Murdock at \$13.35 per hour with a start date of Monday, June 27, 2016 for the Customer Service Specialist position.

REQUEST FOR COMMITTEE/COUNCIL ACTION

COMMITTEE/COUNCIL NAME: City Council

Committee/Council Meeting Date: June 13, 2016

Agenda Section: Old Business

Originating Department: Administration

Item Number: VII – A

ITEM DESCRIPTION: 2016 Street Project

Prepared by: Staff

COMMENTS:

Chuck DeWolf will give a verbal report on the project.

ADMINISTRATOR COMMENTS:

COMMITTEE/COUNCIL ACTION:

City of Paynesville 2016 Improvement Project Newsletter

Construction includes:

- *New sanitary sewer mains and services*
- *New water mains and services*
- *New storm sewer mains and catch basins*
- *Street and curb construction*
- *Driveway and turf restoration*

Contractor:

- *Voss Plumbing & Heating of Paynesville, Inc.*



Bolton & Menk, Inc.
Phone: 320-231-3956

Chuck DeWolf, P.E.
Paynesville City Engineer
Cell: 320-212-2846

Mark Klema, P.E.
Project Engineer
Cell: 320-905-6154

James Mickelson
Construction Representative
(onsite full time)
Cell Phone: 320-212-0078

PROJECT LOCATION

As you are aware, the City of Paynesville will be completing improvements along various streets in the community this construction season. The contractor for the project is Voss Plumbing & Heating of Paynesville, Inc. The following are the streets included in the project:

Reconstruction Areas:

- Minnie Street: from Washburne Avenue to Industrial Loop West
- Lake Avenue: from Minnie Street to the Crow River Bridge

Mill & Overlay Areas:

- Mill Street: Business 23 to Lake Avenue
- First Street: Alldon Park Drive to Lake Avenue
- Stearns Avenue: First Street to Business 23
- Main Street: Business 23 to Hwy 55

PROJECT UPDATE

The Contractor's anticipated schedule for the project is as follows:

1. Construction of the new storm water pond north of Minnie Street is in process. No street closures or access restrictions will occur at this time.
2. Removal of the bituminous pavement and other miscellaneous removals will start the week of June 13th in the Reconstruction Areas only. Property owners will be notified of the exact date as the time nears.
3. Construction of the underground utility improvements in the Reconstruction Areas will start on June 20th.
4. Mill and overlay paving is planned to be completed at a later time during paving operations in the reconstruction areas.

Additional details of the project schedule will be sent out in the near future as the project proceeds.

We want to thank you in advance for your patience and cooperation during the upcoming project. If you have any questions or concerns at any time, feel free to contact any of the people in the box to the left.

JUN 6 2016

REQUEST FOR COMMITTEE/COUNCIL ACTION

COMMITTEE/COUNCIL NAME: City Council

Committee/Council Meeting Date: June 13, 2016

Agenda Section: Old Business

Originating Department: Administration

Item Number: VII - B

ITEM DESCRIPTION: Ordinance No. 156, 2nd Series – Hazardous Conditions

Prepared by: Staff

COMMENTS:

This was discussed at the May 23, 2016 City Council meeting. The language has been changed so that the Council may from time to time order an investigation.

ADMINISTRATOR COMMENTS:

COMMITTEE/COUNCIL ACTION:

Motion to approve Ordinance No. 156, 2nd Series – Hazardous Conditions.

ORDINANCE NO. 156, 2ND SERIES

AN ORDINANCE OF THE CITY OF PAYNESVILLE, MINNESOTA, AMENDING CITY CODE CHAPTER 10 ENTITLED "PUBLIC PROTECTION, CRIMES & OFFENSES" BY MODIFYING SECTION 10.42 ENTITLED "HAZARDOUS CONDITIONS", AND SUBDIVISION 5 THEREOF ENTITLED "CIVIL ABATEMENT", AND BY ADOPTING BY REFERENCE CITY CODE CHAPTER 1 AND SECTION 10.99, WHICH, AMONG OTHER THINGS, CONTAIN PENALTY PROVISIONS.

THE CITY COUNCIL OF PAYNESVILLE, MINNESOTA ORDAINS:

Section 1. City Code, Chapter 10, Section 10.42, Subd. 5, is hereby amended to read as follows:

SEC. 10.42 – HAZARDOUS CONDITIONS.

Subd. 5. Civil Abatement. a) Investigation & Notice of Hearing. Upon receipt of a complaint of violation of Subdivision 2 of this Section, or on their own initiative the Council may, from time to time, order an investigation of premises located within the City limits of the City of Paynesville, and if it is found that there is a hazardous condition and/or a nuisance on any premises in violation of this Section, the same shall be reported to the City Administrator who shall prepare a Notice of Hearing on Order to Abate Nuisance addressed to the owners, tenants, mortgagees and other lien holders, all of whose interests are known to the City Administrator or appear of record, and bearing the legal description of the premises on which the alleged violation appears. The notice shall state the date, time and place of hearing and describe the violation in general terms.

Section 2. City Code, Chapter 1, entitled "General Provisions and Definitions Applicable to the Entire City Code Including Penalty for Violation" and Section 10.99 entitled "Violation a Misdemeanor or Petty Misdemeanor" are hereby adopted in their entirety by reference as though repeated verbatim herein.

Adopted by the City Council of the City of Paynesville this 13th day of June, 2016.

Jeff Thompson, Mayor

ATTEST:

Renee Eckerly, City Administrator

Published in the Paynesville Press on June 22, 2016.

REQUEST FOR COMMITTEE/COUNCIL ACTION

COMMITTEE/COUNCIL NAME: City Council

Committee/Council Meeting Date: June 13, 2016

Agenda Section: Old Business

Originating Department: Administration

Item Number: VII - C

ITEM DESCRIPTION: Ordinance No. 157, 2nd Series – Salaries And Other Compensation Of Mayor And Council Members

Prepared by: Staff

COMMENTS:

This was discussed at the May 23, 2016 City Council meeting and an ordinance was drafted from that discussion. Excerpt of minutes from that meeting:

Thompson explained that the Budget & Finance Committee discussed the Council & Mayor Salaries and what the staff received. The last increase was approved on June 11, 2012 effective 2013. The Budget & Finance Committee recommends increasing the Council & Mayor salaries by 1.5% in 2017 and 2% in 2018.

Eckerly stated that if agreed upon an ordinance amendment would have to be approved at the next meeting.

Motion was made by Soine to increase the Council & Mayor salaries by 1.5% in 2017 and 2% in 2018. Seconded by Herzberg and unanimously carried.

ADMINISTRATOR COMMENTS:

COMMITTEE/COUNCIL ACTION:

Motion to approve Ordinance No. 157, 2nd Series – Salaries And Other Compensation Of Mayor And Council Members.

ORDINANCE NO. 157, 2ND SERIES

AN ORDINANCE OF THE CITY OF PAYNESVILLE, MINNESOTA, AMENDING CITY CODE CHAPTER 2 ENTITLED "ADMINISTRATION AND GENERAL GOVERNMENT" BY AMENDING SECTION 2.11 THEREOF ENTITLED "SALARIES AND OTHER COMPENSATION OF MAYOR AND COUNCIL MEMBERS"; AND BY ADOPTING BY REFERENCE CITY CODE CHAPTER 1 AND SECTION 2.99 OF CHAPTER 2, WHICH, AMONG OTHER THINGS, CONTAIN PENALTY PROVISIONS.

THE CITY COUNCIL OF PAYNESVILLE, MINNESOTA ORDAINS AS FOLLOWS:

Section 1. City Code, Chapter 2, Section 2.11, is hereby amended to read as follows:

SEC. 2.11. SALARIES AND OTHER COMPENSATION OF MAYOR AND COUNCIL MEMBERS.

Subd. 1. The salary of the Mayor shall be \$4,546.57 per year payable quarterly commencing January 1, 2017. The salary of the Mayor shall be \$4,637.50 per year payable quarterly commencing January 1, 2018.

Subd. 2. The salary of each council member shall be \$3,409.92 per year payable quarterly commencing January 1, 2017. The salary of each council member shall be \$3,478.11 per year payable quarterly commencing January 1, 2018.

Subd. 3. In addition to the foregoing, a per diem and other compensation of council members shall be set by resolution of the council.

Section 2. City Code, Chapter 1, entitled "General Provisions and Definitions Applicable to the Entire City Code Including Penalty for Violation", and Section 2.99 entitled "Violation a Misdemeanor" are hereby adopted in their entirety by reference as though repeated verbatim herein.

Adopted by the City Council of the City of Paynesville this 13th day of June, 2016.

Jeff Thompson, Mayor

ATTEST:

Renee Eckerly, City Administrator

REQUEST FOR COMMITTEE/COUNCIL ACTION

COMMITTEE/COUNCIL NAME: City Council

Committee/Council Meeting Date: June 13, 2016

Agenda Section: Old Business

Originating Department: Administration

Item Number: VII – D

ITEM DESCRIPTION: VOC – Water Treatment Plant

Prepared by: Staff

COMMENTS:

Ron Mergen & Chuck DeWolf will give a verbal report on the VOC Project at the Water Treatment Plant. Please review the attached memo from Bolton & Menk, Inc. outlining the proposed schedule and looking for consent to move forward with approving the plans and specifications and advertise for bids.

ADMINISTRATOR COMMENTS:

COMMITTEE/COUNCIL ACTION:

Motion to approve the plans and specifications for the VOC removal project and advertise for bids.



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

MEMORANDUM

Date: June 7, 2016

To: Honorable Mayor Thompson and Members of the City Council
City of Paynesville

From: Chuck DeWolf, P.E., City Engineer
Bolton & Menk, Inc.

Subject: VOC Removal
Water Treatment Facility
City of Paynesville, Minnesota

The construction plans for the volatile organic compound removal (VOC) system at the water treatment facility are nearing completion and the project is ready to be advertised for bids. As the Council may recall, the proposed improvements consist of utilizing a packed tower aeration system to remove potential VOCs from the City's drinking water supply.

If the Council wishes to move forward with the project, the following is the proposed project schedule:

- June 13, 2016 – City Council Approves Plans and Orders Advertisement for Bids
- June 22, 2016 – Advertise for Bids
- July 20, 2016 – Open Bids (11:00 a.m.)

If you have any questions or concerns, please feel free to contact me at any time.

cc: Renee Eckerly, City Administrator
Ron Mergen, Public Works Director

INFORMATIONAL

*2015
Consumer
Confidence
Report*

CONSUMER CONFIDENCE REPORT

PWSID: 1730018

City of Paynesville 2015 Drinking Water Report

The City of Paynesville is issuing the results of monitoring done on its drinking water for the period from January 1 to December 31, 2015. The purpose of this report is to advance consumers' understanding of drinking water and heighten awareness of the need to protect precious water resources.

Source of Water

The City of Paynesville provides drinking water to its residents from a groundwater source: four wells ranging from 90 to 157 feet deep, that draw water from the Quat. Buried Artes., Quat. Water Table, and Quat. Buried Unconf. Aquife aquifers.

The Minnesota Department of Health has determined that the source(s) used to supply your drinking water is not particularly susceptible to contamination. If you wish to obtain the entire source water assessment regarding your drinking water, please call 651-201-4700 or 1-800-818-9318 (and press 5) during normal business hours. Also, you can view it on line at www.health.state.mn.us/divs/eh/water/swp/swa.

Call 320-243-3714 Ext 230 if you have questions about the City of Paynesville drinking water or would like information about opportunities for public participation in decisions that may affect the quality of the water.

Results of Monitoring

No contaminants were detected at levels that violated federal drinking water standards. However, some contaminants were detected in trace amounts that were below legal limits. The table that follows shows the contaminants that were detected in trace amounts last year. (Some contaminants are sampled less frequently than once a year; as a result, not all contaminants were sampled for in 2015. If any of these contaminants were detected the last time they were sampled for, they are included in the table along with the date that the detection occurred.)

Key to abbreviations:

MCLG—Maximum Contaminant Level Goal: The level of a contaminant in drinking water below which there is no known or expected risk to health. MCLGs allow for a margin of safety.

MCL—Maximum Contaminant Level: The highest level of a contaminant that is allowed in drinking water. MCLs are set as close to the MCLGs as feasible using the best available treatment technology.

MRDL—Maximum Residual Disinfectant Level.

MRDLG—Maximum Residual Disinfectant Level Goal.

AL—Action Level: The concentration of a contaminant which, if exceeded, triggers treatment or other requirement which a water system must follow.

90th Percentile Level—This is the value obtained after disregarding 10 percent of the samples taken that had the highest levels. (For example, in a situation in which 10 samples were taken, the 90th percentile level is determined by disregarding the highest result, which represents 10 percent of the samples.) Note: In situations in which only 5 samples are taken, the average of the two with the highest levels is taken to determine the 90th

CONSUMER CONFIDENCE REPORT

PWSID: 1730018

percentile level.

ppm—Parts per million, which can also be expressed as milligrams per liter (mg/l).

ppb—Parts per billion, which can also be expressed as micrograms per liter (µg/l).

N/A—Not Applicable (does not apply).

Contaminant (units)	MCLG	MCL	Level Found		Typical Source of Contaminant
			Range (2015)	Average /Result*	
Barium (ppm) (11/15/2011)	2	2	N/A	.11	Discharge of drilling wastes; Discharge from metal refineries; Erosion of natural deposits.
Fluoride (ppm)	4	4	.71-1.3	1.23	State of Minnesota requires all municipal water systems to add fluoride to the drinking water to promote strong teeth; Erosion of natural deposits; Discharge from fertilizer and aluminum factories.
Haloacetic Acids (HAA5) (ppb)	0	60	N/A	2.8	By-product of drinking water disinfection.
Nitrate (as Nitrogen) (ppm)	10.4	10.4	N/A	.48	Runoff from fertilizer use; Leaching from septic tanks, sewage; Erosion of natural deposits.
TTHM (Total trihalomethanes) (ppb)	0	80	N/A	23.5	By-product of drinking water disinfection.
Total Coliform Bacteria	0 present	>1 present	N/A	1♥	Naturally present in the environment.

*This is the value used to determine compliance with federal standards. It sometimes is the highest value detected and sometimes is an average of all the detected values. If it is an average, it may contain sampling results from the previous year.

♥Follow-up sampling showed no contamination present.

Contaminant (units)	MRDLG	MRDL	****	*****	Typical Source of Contaminant
Chlorine (ppm)	4	4	.15-1.6	1.31	Water additive used to control microbes.

****Highest and Lowest Monthly Average.

*****Highest Quarterly Average.

Contaminant (units)	MCLG	AL	90% Level	# sites over AL	Typical Source of Contaminant
Copper (ppm) (06/10/2014)	1.3	1.3	.17	0 out of 10	Corrosion of household plumbing systems; Erosion of natural deposits.

CONSUMER CONFIDENCE REPORT

PWSID: 1730018

Contaminant (units)	MCLG	AL	90% Level	# sites over AL	Typical Source of Contaminant
Lead (ppb) (06/10/2014)	0	15	1.5	0 out of 10	Corrosion of household plumbing systems; Erosion of natural deposits.

If present, elevated levels of lead can cause serious health problems, especially for pregnant women and young children. Lead in drinking water is primarily from materials and components associated with service lines and home plumbing. City of Paynesville is responsible for providing high quality drinking water, but cannot control the variety of materials used in plumbing components. When your water has been sitting for several hours, you can minimize the potential for lead exposure by flushing your tap for 30 seconds to 2 minutes before using water for drinking or cooking. If you are concerned about lead in your water, you may wish to have your water tested. Information on lead in drinking water, testing methods, and steps you can take to minimize exposure is available from the Safe Drinking Water Hotline or at <http://www.epa.gov/safewater/lead>.

Monitoring may have been done for additional contaminants that do not have MCLs established for them and are not required to be monitored under the Safe Drinking Water Act. Results may be available by calling 651-201-4700 or 1-800-818-9318 during normal business hours.

Compliance with National Primary Drinking Water Regulations

The sources of drinking water (both tap water and bottled water) include rivers, lakes, streams, ponds, reservoirs, springs, and wells. As water travels over the surface of the land or through the ground, it dissolves naturally-occurring minerals and, in some cases, radioactive material, and can pick up substances resulting from the presence of animals or from human activity.

Contaminants that may be present in source water include:

Microbial contaminants, such as viruses and bacteria, which may come from sewage treatment plants, septic systems, agricultural livestock operations, and wildlife.

Inorganic contaminants, such as salts and metals, which can be naturally-occurring or result from urban stormwater runoff, industrial or domestic wastewater discharges, oil and gas production, mining, or farming.

Pesticides and herbicides, which may come from a variety of sources such as agriculture, urban stormwater runoff, and residential uses.

Organic chemical contaminants, including synthetic and volatile organic chemicals, which are by-products of industrial processes and petroleum production, and can also come from gas stations, urban stormwater runoff, and septic systems.

Radioactive contaminants, which can be naturally-occurring or be the result of oil and gas production and mining activities.

In order to ensure that tap water is safe to drink, the U. S. Environmental Protection Agency (EPA) prescribes regulations which limit the amount of certain contaminants in water provided by public water systems. Food and Drug Administration regulations establish limits for contaminants in bottled water which must provide the same protection for public health.

Drinking water, including bottled water, may reasonably be expected to contain at least small amounts of some contaminants. The presence of contaminants does not necessarily indicate that water poses a health risk. More information about contaminants and potential health effects can be obtained by calling the Environmental Protection Agency's Safe Drinking Water Hotline at 1-800-426-4791.

Some people may be more vulnerable to contaminants in drinking water than the general population.

CONSUMER CONFIDENCE REPORT

PWSID: 1730018

Immuno-compromised persons such as persons with cancer undergoing chemotherapy, persons who have undergone organ transplants, people with HIV/AIDS or other immune system disorders, some elderly, and infants can be particularly at risk from infections. These people should seek advice about drinking water from their health care providers. EPA/CDC guidelines on appropriate means to lessen the risk of infection by Cryptosporidium and other microbial contaminants are available from the Safe Drinking Water Hotline at 1-800-426-4791.

LAW ENFORCEMENT CENTER

Number Of Calls Report by Department - Complaint (All Units)

Jurisdiction: LEC

First Date: 05/01/2016

Last Date: 05/31/2016

<i>Department</i>	<i>Complaint</i>	<i>Number</i>
PPD		
	1014 ESCORT	2
	1021 PHONE CALL	11
	1050 ACCIDENT	3
	1053 ACCIDENT AMBULANCE ENROUTE	1
	1057 INTOXICATED PERSON	2
	1072 DEAD BODY	1
	9110 911 OPEN LINE	1
	AL ALARM	2
	ANI ANIMAL COMPLAINT	2
	ASSTA AGENCY ASSIST	13
	ASSTB BUSINESS ASSIST	92
	ASSTP PERSONAL ASSIST	3
	BACK BACKGROUND CHECK	1
	BIKES BIKE/STOLEN	1
	BURN ILLEGAL BURNING	1
	CC CITIZEN CONTACT	12
	CHK BAD CHECKS	2
	COURT COURT	1
	DOG DOG COMPLAINT/BARKING	1
	DOORCHK DOOR CHECK(S)	1
	DRIVE DRIVING COMPLAINT	3
	DWI DRUNK DRIVER ARREST	1
	FINGERPRINT FINGERPRINT	5
	FPATROL FOOT PATROL	39
	FPROP FOUND PROPERTY	2
	FRAUD FRAUD	1
	FUP FOLLOW UP	6
	FWORKS FIREWORKS COMPLAINT	1
	HAR HARASSMENT COMPLAINT	1
	HARRORV HARASSMENT RESTRAINING ORDER V	2
	HAZ HAZARD	4
	HR HIT AND RUN	2
	INFO MATTER OF INFORMATION	3
	JUVP JUVENILE/PROBLEM WITH	3
	MED MEDICAL EMERGENCY	8
	MEETING ATTEND MEETING	1
	NOPAY NO PAY CUSTOMER	1
	OFPI OFP VIOLATION IN PROGRESS	1
	OPV OFP VIOLATION	1
	OPEND OPEN DOOR	1
	PERD ISSUE DEER PERMIT	1
	PERG GUN PERMIT	3
	PRDAM PROPERTY DAMAGE	1
	SCHOOLP SCHOOL PATROL	37
	SD SPECIAL DETAIL	2
	SUIC SUICIDE THREAT	1
	SUSA SUSPICIOUS ACTIVITY	2
	SUSP SUSPICIOUS PERSON	1
	SUSV SUSPICIOUS VEHICLE	4
	THEFTV THEFT FROM VEHICLE	1

41

LAW ENFORCEMENT CENTER

Number Of Calls Report by Department - Complaint (All Units)

Jurisdiction: LEC

First Date: 05/01/2016

Last Date: 05/31/2016

Department	Complaint	Number
51 PPD		
	THREAT THREATS COMPLAINT	1
	TRAFFIC STOP TRAFFIC STOP	104
	TRAIN TRAINING	2
	UNK UNKNOWN - NO INFO AVAILABLE	1
	UNWAN UNWANTED PERSON	1
	WARRANT WARRANT	3
	WELF WELFARE CHECK	5
	XPAT EXTRA PATROL	2
Group Total:		411

Report Total: 411

A call with multiple Departments assigned will be counted in the group total for each of these Departments, therefore such calls will be counted more than once. For this reason, the total number of calls may not equal the sum of the group totals

42

MONTH: May

YEAR: 2016

**POLICE
CALL OUT AND OVERTIME REPORT**

CITY OF PAYNESVILLE

DATE	TIME IN	TIME OUT	OVERTIME	OFFICER	REASON
5/5/2016	1500	1700	2	7102	Firearms Qualification
5/5/2016	1500	1700	2	7103	Firearms Qualification
5/10/2016	1315	1715	4	7105	Court- IC Hearing
5/10/2016	1700	1730	.5	7106	Court overrun
5/17/2016	1700	1730	.5	7106	Warrant Arrest- Transport overrun
5/19/2016	1700	1800	1	7106	Business walk-through at new Apartment
5/31/2016	1400	1600	2	7105	E-Citation Training
5/31/2016	1400	1600	2	7103	E-Citation Training
5/31/2016	1400	1600	2	7102	E-Citation Training

Year to Date Total: 33.5 Hrs

43

Vehicle Mileage Form

Month of May 2016

(Reading taken June 1, 2016)

Vehicle	April Ending Miles	May Ending Miles	Next Oil Change	Last Oil Change	Date Oil Changed	Miles Driven
101 Ford	122,398		125,046	122,046	11/24/2015	UNK
Squad 2 SUV	79,174	80,547	83,478	80,478	5/31/2016	1,373
Squad 1 SUV	16,307	19,348	21,753	18,753	5/26/2016	3,041

Year to Date Mileage: 22,764

44

June 2016 City Meeting Schedule

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3 Beer Camp	4
5	6 Planning – 6 pm	7 Budget – 4:45 pm Liquor – 6:15 pm	8 T & C Days Parade 7 pm	9	10	11
12	13 Public Works – 5 pm Council – 6	14	15	16	17	18
19 Father's Day	20 Planning – 6 pm	21 EDAP – 7 am	22	23	24	25
26	27 Council – 6 pm	28 Public Safety – 5:30 pm	29	30		

2/5

July 2016 City Meeting Schedule

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4 Independence Day Holiday City Hall Closed	5 Budget – 4:45 pm	6	7 Park & Tree - Noon	8	9
10	11 Public Works – 5 pm Council – 6 pm	12	13	14	15	16
17	18 Safety – 4 pm Planning – 6:30 pm	19 EDAP – 7 am	20 Sp. Liquor – 6:15 pm	21	22	23
24	25 Airport – 5 pm Council – 6 pm	26	27	28 Wine Club – 7 pm	29	30
31						

46



Account Summary

Basic Securities Account
364-109931-089

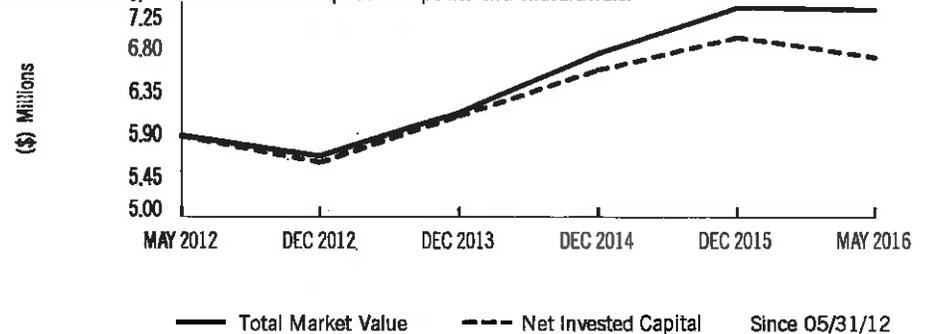
CITY OF PAYNESVILLE
ATTN: RENEE ECKERLY

CHANGE IN VALUE OF YOUR ACCOUNTS (Includes accrued interest)

	This Period (5/1/16-5/31/16)	This Year (1/1/16-5/31/16)
TOTAL BEGINNING VALUE	\$7,167,175.43	\$7,208,697.48
Credits	545,000.00	1,087,419.72
Debits	(563,144.09)	(1,300,937.89)
Security Transfers	—	—
Net Credits/Debits/Transfers	\$(18,144.09)	\$(213,518.17)
Change in Value	33,059.78	186,911.81
TOTAL ENDING VALUE	\$7,182,091.12	\$7,182,091.12

CHANGE IN VALUE OVER TIME

The display of market value (total account value) and net invested capital (total amount invested minus total withdrawn), demonstrates the impact of deposits and withdrawals.

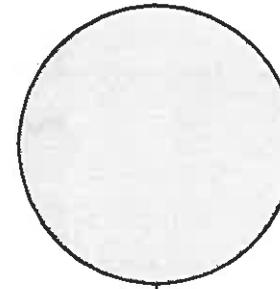


This graph does not reflect corrections to Net Invested Capital or Market Value made subsequent to the dates depicted. It may exclude transactions in Annuities or positions where we are not the custodian, which could delay the reporting of Market Value or affect the Net Invested Capital.

ASSET ALLOCATION (includes accrued interest)

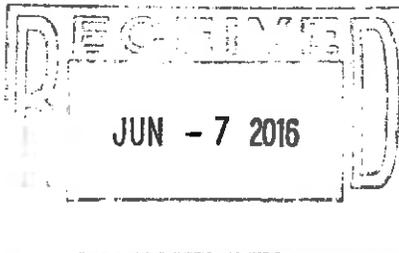
	Market Value	Percentage
Fixed Income & Preferreds	\$7,182,091.12	100.00
TOTAL VALUE	\$7,182,091.12	100.00%

FDIC rules apply and Bank Deposits are eligible for FDIC insurance but are not covered by SIPC. Cash and securities (including MMFs) are eligible for SIPC coverage. See Expanded Disclosures. Values may include assets externally held, which are provided to you as a courtesy, and may not be covered by SIPC. For additional information, refer to the corresponding section of this statement.



Fixed Income & Preferreds

This asset allocation represents holdings on a trade date basis, and projected settled Cash/BDP and MMF balances. These classifications do not constitute a recommendation and may differ from the classification of instruments for regulatory or tax purposes.



ES

Account Summary

Basic Securities Account
364-109931-089

CITY OF PAYNESVILLE
ATTN: RENEE ECKERLY

BALANCE SHEET (^ includes accrued interest)

	Last Period (as of 4/30/16)	This Period (as of 5/31/16)
Cash, BDP, MMFs	\$1,285.49	—
Government Securities ^	851,806.33	298,621.00
Certificates of Deposit ^	6,614,090.11	6,883,470.12
Net Unsettled Purchases/Sales	(300,006.50)	—
Total Assets	\$7,167,175.43	\$7,182,091.12
Total Liabilities (outstanding balance)	—	—
TOTAL VALUE	\$7,167,175.43	\$7,182,091.12

INCOME AND DISTRIBUTION SUMMARY

	This Period (5/1/16-5/31/16)	This Year (1/1/16-5/31/16)
Interest	\$11,858.60	\$53,518.17
Total Taxable Income And Distributions	\$11,858.60	\$53,518.17
Total Tax-Exempt Income	—	—
TOTAL INCOME AND DISTRIBUTIONS	\$11,858.60	\$53,518.17

Taxable and tax exempt income classifications are based on the characteristics of the underlying securities and not the taxable status of the account.

CASH FLOW

	This Period (5/1/16-5/31/16)	This Year (1/1/16-5/31/16)
OPENING CASH, BDP, MMFs	\$1,285.49	—
Purchases	(244,993.50)	(1,085,000.00)
Sales and Redemptions	550,000.00	1,245,000.00
Prior Net Unsettled Purch/Sales	(300,006.50)	N/A
Income and Distributions	11,858.60	53,518.17
Total Investment Related Activity	\$16,858.60	\$213,518.17
Checks Deposited	—	2,419.72
Electronic Transfers-Credits	545,000.00	1,085,000.00
Electronic Transfers-Debits	(563,144.09)	(1,300,937.89)
Total Cash Related Activity	\$(18,144.09)	\$(213,518.17)
CLOSING CASH, BDP, MMFs	—	—

GAIN/(LOSS) SUMMARY

	Realized This Period (5/1/16-5/31/16)	Realized This Year (1/1/16-5/31/16)	Unrealized Inception to Date (as of 5/31/16)
Short-Term Gain	—	—	\$19,609.45
Short-Term (Loss)	—	—	(2,271.85)
Total Short-Term	—	—	\$17,337.60
Long-Term Gain	—	—	88,527.02
TOTAL GAIN/(LOSS)	—	—	\$105,864.62

The Gain/(Loss) Summary, which may change due to basis adjustments, is provided for informational purposes and should not be used for tax preparation. Refer to Gain/(Loss) in the Expanded Disclosures.

48