

**REGULAR CITY COUNCIL MEETING  
CITY HALL COUNCIL CHAMBERS  
JULY 11, 2016  
6:00 P.M.**

**AGENDA**

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. COUNCIL ACTIVITY REPORTS
- IV. DEPARTMENT HEAD REPORT – None
- V. CONSENT AGENDA
  - A. Minutes – None
  - B. Vouchers (page 1)
  - C. Police Department – DMT Certification Training (page 2)
  
- VI. NEW BUSINESS
  - A. Heatherwood Plat Three Lots – Bill Lieser Request (page 5)
  - B. Gambling Permit – Tri-County RBB Chapter Of The MN Deer Hunters Association (page 6)
  - C. Affidavit Of Official Interest In Claim – Kay McDaniel – Framing 3 Pictures (page 9)
  - D. Hiring Of Full-Time Public Works Maintenance Worker (page 12)
  - E. Hiring Of Full-Time Finance Technician (page 13)
  - F. Small Cities Grant – Tri Cap – Administrative Services Agreement (page 14)
  
- VII. OLD BUSINESS
  - A. 2016 Street Project (page 18)
  - B. Special City Council Meeting – Working Session (page 24)
  - C. VOC - Water Treatment Plant (page 25)
  - D. American Flag – Resolution (page 26)
  - E. Ordinance No. 158, 2<sup>nd</sup> Series & Resolution Setting Fees – Golf Carts (page 28)
  
- VIII. INFORMATIONAL
  - A. June Police Department Report (page 40)
  - B. Xcel Energy Rate Increase Notice (page 44)
  - C. June Liquor Store Report (page 47)
  - D. Speed Limit Request Along CSAH 85/Business 23 - Update (page 53)
  - E. April 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.
  - F. LMC – Legislators Of Distinction For 2016 (page 54)
  - G. Paynesville Community Solar Garden Update (page 56)
  
- 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: July 11, 2016

Originating Department: Administration

Agenda Section: Consent

Item Number: V-B

**ITEM DESCRIPTION: Vouchers**

Prepared by: Alice McColley

**COMMENTS:**

Due to staff being on vacation and the early deadline for Council agenda items the vouchers will be emailed out and distributed at the meeting.

**ADMINISTRATOR COMMENTS:**

**COMMITTEE/COUNCIL ACTION:**

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## REQUEST FOR COMMITTEE/COUNCIL ACTION

**COMMITTEE/COUNCIL NAME:** City Council

Committee/Council Meeting Date: July 11, 2016

Agenda Section: Consent Agenda

Originating Department: Administration

Item Number: V – C

**ITEM DESCRIPTION:** Police Department - DMT Certification Training

Prepared by: Chief Paul Wegner

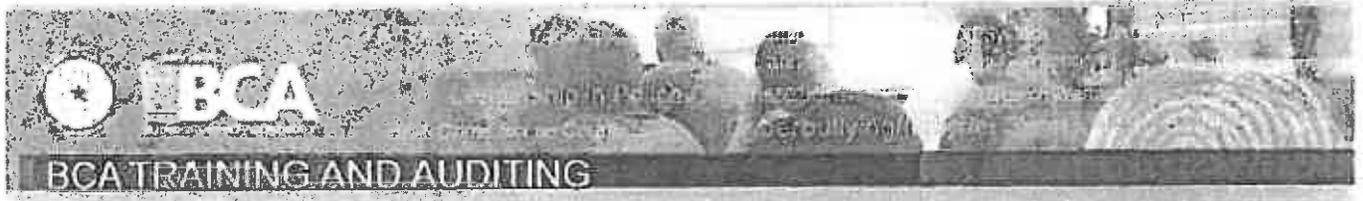
### **COMMENTS:**

Chief Wegner would like to send Officer Klingfus and Officer Johnson to DMT Certification Training. This training is held in St. Paul and will allow both to administer breath tests to suspected DWI offenders. To assist in minimizing the impact on the department, Officer Klingfus would be sent to the September 20<sup>th</sup> training and Officer Johnson would be sent to the October 11<sup>th</sup> training. Registration is \$375.00 each which includes, normal worked hours, lodging, and some meals.

### **ADMINISTRATOR COMMENTS:**

### **COMMITTEE/COUNCIL ACTION:**

Motion to approve the training request for Officer Klingfus to attend DMT Certification training on September 20, 2016 and Officer Johnson to attend DMT Certification training on October 11, 2016.



**DMT-G Certification Course**

**Start Date:** September 20 2016  
**End Date:** September 22 2016  
**Time:** 8:00am - 5:00pm  
**Fee:** Regular \$ 375.00  
**Venue:** BCA  
 1430 Maryland Avenue East  
 Saint Paul, MN 55108

<b>Professional Credit:</b>	<b>Credit Type</b>	<b>Sponsor</b>	<b>Credits</b>
	POST Credits		24

**Full Course Description:**

*To register for this class, click the register button at bottom of window.*

This course will certify law enforcement personnel in the use of the DataMaster DMT-G evidential breath test instrument. Class attendees will learn: proper administration, interpretation of test results, and court testimony regarding the DMT. This course is required prior to running breath tests on the DMT.

**AUDIENCE**  
Law Enforcement

**REGISTRATION: \$375**  
Registration fee includes: Meals, refreshments and materials.

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**DMT-G Certification Course**

<b>Start Date:</b>	October 11 2016		
<b>End Date:</b>	October 13 2016		
<b>Time:</b>	8:00am - 5:00pm		
<b>Fee:</b>	Regular \$ 375.00		
<b>Venue:</b>	BCA 1430 Maryland Avenue East Saint Paul, MN 55106		
<b>Professional Credit:</b>	<b>Credit Type</b>	<b>Sponsor</b>	<b>Credits</b>
	POST Credits		24

**Full Course Description:**

*To register for this class, click the register button at bottom of window.*

This course will certify law enforcement personnel in the use of the DataMaster DMT-G evidential breath test instrument. Class attendees will learn proper administration, interpretation of test results, and court testimony regarding the DMT. This course is required prior to running breath tests on the DMT.

**AUDIENCE**  
Law Enforcement

**REGISTRATION: \$376**  
Registration fee includes: Meals, refreshments and materials.

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**REQUEST FOR COMMITTEE/COUNCIL ACTION**

**COMMITTEE/COUNCIL NAME:** City Council

Committee/Council Meeting Date: July 11, 2016

Agenda Section: New Business

Originating Department: Administration

Item Number: VI - A

**ITEM DESCRIPTION:** Heatherwood Plat Three Lots – Bill Lieser Request

Prepared by: Staff

**COMMENTS:**

Bill Lieser will be in attendance to address the Council regarding the Special Assessments on the lots in Heatherwood Plat Three in the amount of \$1,216.48 (annual interest that was due, but not paid per the development agreement).

Discussion.

**ADMINISTRATOR COMMENTS:**

**COMMITTEE/COUNCIL ACTION:**

## REQUEST FOR COMMITTEE/COUNCIL ACTION

**COMMITTEE/COUNCIL NAME:** City Council

Committee/Council Meeting Date: July 11, 2016

Agenda Section: New Business

Originating Department: Administration

Item Number: VI - B

**ITEM DESCRIPTION:** Gambling Permit – Tri-County RBB Chapter Of The MN Deer Hunters Association

Prepared by: Staff

### **COMMENTS:**

Please review the attached MN Lawful Gambling LG220 Application For Exempt Permit for Tri-County RBB Chapter Of The MN Deer Hunters Association to conduct a raffle on September 9, 2016 at Queen Bee's Bar & Grill, 121 James St. W., Paynesville, MN.

### **ADMINISTRATOR COMMENTS:**

### **COMMITTEE/COUNCIL ACTION:**

Motion to approve MN Lawful Gambling LG220 Application For Exempt Permit for Tri-County RBB Chapter Of The MN Deer Hunters Association to conduct a raffle on September 9, 2016 at Queen Bee's Bar & Grill, 121 James St. W., Paynesville, MN.

**MINNESOTA LAWFUL GAMBLING**  
**LG220 Application for Exempt Permit**

An exempt permit may be issued to a nonprofit organization that:

- conducts lawful gambling on five or fewer days, and
- awards less than \$50,000 in prizes during a calendar year.

If total raffle prize value for the calendar year will be \$1,500 or less, contact the Licensing Specialist assigned to your county by calling 651-539-1900.

**Application Fee (non-refundable)**

Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**.

Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

**ORGANIZATION INFORMATION**

Organization Name: Tri-County RBB Chapter of the MN.Deer Hunters Assoc. Previous Gambling Permit Number: X-73098

Minnesota Tax ID Number, if any: 4326991 Federal Employer ID Number (FEIN), if any: 41-1390958

Mailing Address: 131 Main Street

City: Roscoe State: MN Zip: 56371 County: Sterns

Name of Chief Executive Officer (CEO): Bill Legatt

Daytime Phone: 320-243-4517 Email: \_\_\_\_\_

**NONPROFIT STATUS**

Type of Nonprofit Organization (check one):

Fraternal     Religious     Veterans     Other Nonprofit Organization

**Attach a copy of 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.)

**A current calendar year Certificate of Good Standing**  
 Don't have a copy? Obtain this certificate from:  
 MN Secretary of State, Business Services Division    Secretary of State website, phone numbers:  
 60 Empire Drive, Suite 100    [www.sos.state.mn.us](http://www.sos.state.mn.us)  
 St. Paul, MN 55103    651-296-2803, or toll free 1-877-551-6767

**IRS income tax exemption (501(c)) letter in your organization's name**  
 Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.

**IRS - 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.

**GAMBLING PREMISES INFORMATION**

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): Queen Bee Bar & Grill

Address (do not use P.O. box): 121 James Street West

City or Township: Paynesville Zip: 56362 County: Sterns

Date(s) of activity (for raffles, indicate the date of the drawing): September 9,2016

Check each type of gambling activity that your organization will conduct:

Bingo\*     Paddlewheels\*     Pull-Tabs\*     Tipboards\*

Raffle (total value of raffle prizes awarded for the calendar year: \$ \_\_\_\_\_)

\* Gambling equipment for bingo paper, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo number selection devices may be borrowed from another organization authorized to conduct bingo. To find a licensed distributor, go to [www.mn.gov/gcb](http://www.mn.gov/gcb) and click on **Distributors** under **LIST OF LICENSEES**, or call 651-539-1900.

**LG220 Application for Exempt Permit**

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

**CITY APPROVAL  
for a gambling premises  
located within city limits**

- The application is acknowledged with no waiting period.
- The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).
- The application is denied.

Print City Name: \_\_\_\_\_

Signature of City Personnel: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

**The city or county must sign before submitting application to the Gambling Control Board.**

**COUNTY APPROVAL  
for a gambling premises  
located in a township**

- The application is acknowledged with no waiting period.
- The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.
- The application is denied.

Print County Name: \_\_\_\_\_

Signature of County Personnel: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

**TOWNSHIP (if required by the county)**

On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.213.)

Print Township Name: \_\_\_\_\_

Signature of Township Officer: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

**CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)**

The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the event date.

Chief Executive Officer's Signature: Bill Legatt Date: 6-24-16  
(Signature must be CEO's signature; designee may not sign)

Print Name: Bill Legatt

**REQUIREMENTS**

**Complete a separate application for:**

- all gambling conducted on two or more consecutive days, or
- all gambling conducted on one day.

Only one application is required if one or more raffle drawings are conducted on the same day.

**Financial report to be completed within 30 days after the gambling activity is done:**

A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.

Your organization must keep all exempt records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).

**MAIL APPLICATION AND ATTACHMENTS**

**Mail application with:**

- a copy of your proof of nonprofit status, and
- application fee (non-refundable). If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**. Make check payable to **State of Minnesota**.

**To:** Gambling Control Board  
1711 West County Road B, Suite 300 South  
Roseville, MN 55113

**Questions?**

Call the Licensing Section of the Gambling Control Board at 651-539-1900.

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 Depart-

ment 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.

This form will be made available in alternative format (i.e. large print, braille) upon request.

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**REQUEST FOR COMMITTEE/COUNCIL ACTION**

**COMMITTEE/COUNCIL NAME:** City Council

Committee/Council Meeting Date: July 11, 2016

Agenda Section: New Business

Originating Department: Administration

Item Number: VI - C

**ITEM DESCRIPTION:**       **Affidavit Of Official Interest In Claim – Kay McDaniel – Framing 3 Pictures**

Prepared by: Staff

**COMMENTS:**

Renee Eckerly will give a verbal report. Motion to approve the matting and framing of three pictures by Blessingwell Gallery, Kay McDaniel in the amount of \$1,176.51.

**ADMINISTRATOR COMMENTS:**

**COMMITTEE/COUNCIL ACTION:**

Motion to approve the matting and framing of three pictures by Blessingwell Gallery, Kay McDaniel in the amount of \$1,176.51.

Blessingwell Gallery  
 122 West James Street  
 Paynesville, MN 56362

829833

ORDER INFO	customer's order no.	phone	date 6-21-16		
	name City of Paynesville				
	address				
	city, state, zip				
	sold by		cash <input type="checkbox"/>	charge <input type="checkbox"/>	shipping information
		c.o.d. <input type="checkbox"/>	on acct. <input type="checkbox"/>		
quantity	description			price	amount
1	Mat 3/4				
2	(K) BW 50273				
3	36 x 26 <del>7/8</del>				
4	36 3/4 x 26 1/2				
5	36 3/4 x 26 1/2 (44)				
6					
7	FRAME 193.10				
8				63.92	
9				63.92	
10				51.23	
11	Metal Plate 20.00				
12				392.17 ea	
13					
14				1176.51	
received by					

adams

keep this slip for reference

DC5808UV

FORM 3

AFFIDAVIT OF OFFICIAL INTEREST IN CLAIM  
(under Minn. Stat. 471.88, subd. 5 and 471.89, subd. 3)

STATE OF MINNESOTA )  
COUNTY OF STEARNS )

I, Kay McDaniel (name of interested officer), being duly sworn state the following:

- 1) I am Councilor (office held by interested official) of the city of Paynesville, Minnesota.
- 2) On July 11, 2016, the following (goods/merchandise/equipment/services) were furnished by Blessingwell Gallery (name of business or individual with whom the contract was made) to the city of Paynesville: (specify the type of goods, merchandise, equipment, or services that were purchased).

Framing of 3 prints

- 3) The contract price for such (goods/merchandise/equipment/services) was \$ \$1,176.51 and their reasonable value was \$ \$1,176.51.

- 4) At the time such (goods/merchandise/equipment/services) were furnished to the city, I had the following personal financial interest in this contract: (specify the nature of the personal financial interest)

Owner of Blessingwell Gallery

To the best of my knowledge and belief the contract price is as low as, or lower than the price at which the (goods/merchandise/equipment/services) could be obtained from other sources.

I further state that this affidavit constitutes a claim against the city for the contract price, that the claim is just and correct, and that no part of the claim has been paid.

\_\_\_\_\_  
Signature of Interested Official

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 2007.

\_\_\_\_\_  
Signature of Notary

## REQUEST FOR COMMITTEE/COUNCIL ACTION

**COMMITTEE/COUNCIL NAME:** City Council

Committee/Council Meeting Date: July 11, 2016

Agenda Section: New Business

Originating Department: Administration

Item Number: VI - D

**ITEM DESCRIPTION:** Hiring of Full Time Public Works Maintenance Worker

Prepared by: Renee Eckerly, City Administrator

### **COMMENTS:**

The City received sixteen applications and interviewed four candidates for the full time Public Works Maintenance Worker position.

The Policies & Procedures Committee passed a motion unanimously to recommend Jason Ruhoff for the Public Works Maintenance Worker position at Grade 4 Step 1 (\$14.15 per hour) and place Jacob Schmitz on the eligibility list.

### **ADMINISTRATOR COMMENTS:**

Jason Ruhoff is available to start work on July 18, 2016.

### **COMMITTEE/COUNCIL ACTION:**

Motion to hire Jason Ruhoff at \$14.15 per hour, full time scale Grade 4/Step 1, with a start date of July 18, 2016 for the position of full time Public Works Maintenance Worker.

Motion to place Jacob Schmitz on the eligibility list for the full time Public Works Maintenance Worker position.

## REQUEST FOR COMMITTEE/COUNCIL ACTION

**COMMITTEE/COUNCIL NAME:** City Council

Committee/Council Meeting Date: July 11, 2016

Agenda Section: New Business

Originating Department: Administration

Item Number: IV - E

**ITEM DESCRIPTION:** Hiring of Full Time Finance Technician

Prepared by: Renee Eckerly, City Administrator

**COMMENTS:**

The City received six applications and interviewed two candidates for the full time Finance Technician Worker position.

The Policies & Procedures Committee passed a motion unanimously to recommend Christine Legatt for the Finance Technician position at Grade 4 Step 1 (\$14.15 per hour).

**ADMINISTRATOR COMMENTS:**

Christine Legatt is available to start work on July 12, 2016.

**COMMITTEE/COUNCIL ACTION:**

Motion to hire Christine Legatt at \$14.15 per hour, full time scale Grade 4/Step 1, with a start date of July 12, 2016 for the position of full time Finance Technician.

**REQUEST FOR COMMITTEE/COUNCIL ACTION**

**COMMITTEE/COUNCIL NAME:** City Council

Committee/Council Meeting Date: July 11, 2016

Agenda Section: New Business

Originating Department: Administration

Item Number: VI - F

**ITEM DESCRIPTION:**        **Small Cities Grant – Tri-Cap – Administrative Services Agreement**

Prepared by: Staff

**COMMENTS:**

Renee Eckerty will give a verbal report. Please review the attached Administrative Services Agreement between the City of Paynesville and Tri-County Action Program, Inc. to conduct the administrative services for the Small Cities Grant.

**ADMINISTRATOR COMMENTS:**

**COMMITTEE/COUNCIL ACTION:**

Motion to approve the Administrative Services Agreement between the City of Paynesville and Tri-County Action Program, Inc.

# ADMINISTRATIVE SERVICES AGREEMENT

Between the City of Paynesville and

Tri-County Action Program, Inc.

**THIS AGREEMENT**, made and entered into by and between the City of Paynesville, Minnesota (hereafter referred to as the "City"), and Tri-County Action Program, Inc. (hereinafter referred to as "Tri-Cap"):

## WITNESSETH:

**WHEREAS**, the City has received program income from the Small Cities Development Program grant by the Minnesota Department of Employment and Economic Development to undertake commercial, rental and owner-occupied residential housing rehabilitation projects within the City of Paynesville

**WHEREAS**, the City desires that Tri-Cap act as the Service Administrator for the City for the commercial, rental and owner-occupied residential housing rehabilitation projects, and Tri-Cap represents that it is duly qualified and willing to perform said services as set forth herein:

**NOW, THEREFORE**, in consideration of the mutual covenants and agreements contained herein, it is agreed by and between the parties here to as follows:

**I. Term of Contract**

II. The term of this contract is approximately two years, and shall remain in effect until June 30, 2018. If all project activities are completed or funds are depleted prior to June 30, 2018, the agreement may terminate upon completion of all project activities.

**III. Duties of Tri-Cap**

As the Service Administrator, Tri-Cap agrees to perform all tasks enumerated below in a manner which will meet or exceed the terms and conditions specified in the Minnesota Department of Employment and Economic Development Grant Agreement. Tri-Cap shall provide services to include:

- Rehab project staffing
- Compliance with all applicable regulations, such as: Fair Housing, Equal Opportunity, Affirmative Action, Citizen Participation, Historic Properties Clearance
- Commercial labor standards (Davis Bacon requirements)
- Project implementation, including eligibility determination, applicant selection, file documentation, property inspection, work write-ups, project close out, repayment agreements
- Contracting procedures, including bid specifications, lien waivers, sworn construction statements, completion certificates, contractor payment requests.

**IV. Financial Record Keeping and Control**

Tri-Cap shall keep complete and maintain accurate records of all project claims and disbursements in accordance with program regulations. Tri-Cap will submit disbursement requests to the City of Paynesville.

**V. Miscellaneous**

**A. Independent Contractor Status.** For the purposes of this contract, Tri-Cap shall be deemed an independent contractor, not an employee of the City. Any and all employees of Tri-Cap or other persons while engaged in the performance of any work or services required by Tri-Cap under this agreement, shall not be considered employees of the City; and any and all claims that may or might arise on behalf of said employees of other persons as a consequence of any act or

omission on the part of said employees or Tri-Cap shall in no way be the obligation or responsibility of the City.

- B. **Indemnity.** It is further agreed that Tri-Cap shall defend and save the City harmless from any claims, demands, actions, or causes or action arising out of any act or omission on the part of Tri-Cap, its agents, or employees in performance of, or with relation to, any of the work or services provided to be performed or furnished by Tri-Cap under the terms of this agreement.
- C. **Amendments:** Any alteration, variation, modification, or waiver of the provisions of this Agreement shall be valid only after it has been reduced to writing, duly signed by both parties, and attached to the original of this Agreement.
- D. **Laws.** In performing the provisions of the Agreement, Tri-Cap agrees to comply with all federal, state, and local laws, and all applicable rules, regulations or standards which are now or hereafter promulgated. If at any time notice of non-compliance is received by Tri-Cap, it agrees to take any necessary action to comply with the grant agreement or the state or federal law in question.
- E. **Cancellation.** The City may terminate this contract if Tri-Cap fails to perform any of the provisions thereof. Such termination shall occur 30 days after the receipt by Tri-Cap of non-performance of the provisions of this Agreement.

Tri-Cap may terminate this contract by a Thirty (30) day written notice to the City of Paynesville.

Written notice shall be mailed to the other party at the following addresses:

City of Paynesville  
221 Washburne Avcnuc  
Paynesville, MN 56331

Tri-County Action Program, Inc  
P.O. Box 683  
Waite Park, MN 56301

- F. **Severability Clause.** Should any of the above provisions be subsequently determined by a court of competent jurisdiction to be in violation of any federal or state law or to be otherwise invalid, both parties agree that only those provisions so adjudged shall be invalid and that the remainder of this Agreement shall remain in full force and effect.

## VI. Budget

Budget amounts will be as according to the Department of Employment and Economic Development contract as follows:

Program Income will be approved by the City on a project basis.

Tri-CAP administration costs will be paid on a reimbursement basis at a maximum cost of \$2,000 per project.

**NOTICE TO CONTRACTOR (Tri-Cap):** You are required by Minnesota Statutes, Section 270.66 to provide your social security number or Minnesota Tax Identification Number if you do business with the State of Minnesota. This information may be used in the enforcement of federal and state laws. Supplying these numbers could result in action to require you to file state tax returns and pay delinquent state tax liabilities. This contract will not be approved unless these numbers are provided. These numbers will be available to federal and state tax authorities and state personnel involved in the payment of state obligations.

**Federal Employer I.D. 0**

**IN WITNESS WHEREOF**, the parties have executed this Agreement this \_\_\_\_\_, in the City of Paynesville, County of Stearns, Minnesota.

**City of Paynesville**

**Tri-County Action Program, Inc.**

**By:** \_\_\_\_\_  
**Title:** Mayor

**By:** \_\_\_\_\_  
**Title:** Executive Director

**Approved as to Form and Execution**

**By:** \_\_\_\_\_  
**Title:** City Administrator

**REQUEST FOR COMMITTEE/COUNCIL ACTION**

**COMMITTEE/COUNCIL NAME:** City Council

Committee/Council Meeting Date: July 11, 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. The latest project newsletter is attached for your information. Please review the attached Payment Estimate No. 1 in the amount of \$163,794.72; payable to Voss Plumbing & Heating of Paynesville, Inc. for work completed through June 28, 2016.

**ADMINISTRATOR COMMENTS:**

**COMMITTEE/COUNCIL ACTION:**

Motion to approve Payment Estimate No. 1 in the amount of \$163,794.72; payable to Voss Plumbing & Heating of Paynesville, Inc.

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# 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 is 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 underground utility improvements in the Reconstruction Areas will start on Tuesday, July 5<sup>th</sup>. The Contractor plans to start the utility construction at the intersection of Minnie Street and Lake Avenue and then proceed north along Lake Avenue. The utility improvements along Lake Avenue are anticipated to take approximately 2 weeks. The utility improvements along Minnie Street will commence once the Lake Avenue utility improvements are complete.
2. Once the utility improvements are completed along Lake Avenue, the Contractor will start completing the street improvements (excavating the roadway, placing gravel base, installing curb and gutter and driveways, placing bituminous surfacing, etc).
3. The improvements in the Mill and Overlay Areas are planned to be completed at a later time during paving operations in the reconstruction areas. Property owners will be notified of the exact date as the time nears.

The general order of work in the Reconstruction Areas will typically be as follows:

1. Temporary water service will be connected to your house
2. The bituminous street surface will be milled off, driveway pavement, and curb and gutter will be removed
3. Sanitary sewer, watermain, new sewer and water services and storm sewer will be installed
4. The roadway will be excavated and reconstructed to a gravel surface
5. Concrete curb and gutter and driveways will be constructed
6. The base layer of bituminous pavement will be placed (the top layer will be placed the following year)
7. Topsoil and seed will be installed

As work proceeds, you will experience temporary water shut-offs. You will be notified in advance when this is necessary.

In the interest of safety, the streets in the Reconstruction Areas will be closed to non-local traffic during construction. As construction continues there will be periods of time where access to your driveway will be limited. At the end of the day, the street will be restored and graded so that residents can access their driveway.

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.



# 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

July 5, 2016

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

RE: 2016 Improvement Project  
City of Paynesville, Minnesota  
BMI Project No. W14.107598

Dear Ron:

Enclosed please find three signed copies of Payment Estimate No. 1 for the above referenced project. The estimate reflects all work completed through June 28, 2016. 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 Voss Plumbing & Heating of Paynesville, Inc. with payment, one copy to myself and keep one copy 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

<b>CONTRACTOR'S PAY REQUEST</b>		<b>DISTRIBUTION:</b>
2016 IMPROVEMENT PROJECT		CONTRACTOR (1)
CITY OF PAYNESVILLE, MN		OWNER (1)
BMI PROJECT NO. W14.107598		ENGINEER (1)
TOTAL AMOUNT BID PLUS APPROVED CHANGE ORDERS		\$1,223,822.37
TOTAL, COMPLETED WORK TO DATE		\$172,415.50
TOTAL, STORED MATERIALS TO DATE		\$0.00
DEDUCTION FOR STORED MATERIALS USED IN WORK COMPLETED		\$0.00
TOTAL, COMPLETED WORK & STORED MATERIALS		\$172,415.50
RETAINED PERCENTAGE ( 5% )		\$8,620.78
TOTAL AMOUNT OF OTHER PAYMENTS OR (DEDUCTIONS)		\$0.00
NET AMOUNT DUE TO CONTRACTOR TO DATE		\$163,794.72
TOTAL AMOUNT PAID ON PREVIOUS ESTIMATES		\$0.00
PAY CONTRACTOR AS ESTIMATE NO. 1		\$163,794.72

**Certificate for Partial 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 contract amount for the period covered by this Estimate.

Contractor: Voss Plumbing & Heating of Paynesville, Inc.  
316 Business 23 E, PO Box 77  
Paynesville, MN 56362

By Robert M. Brown Secretary  
Name Title

Date 7-5-16

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

By Clark D. Kelly CITY ENGINEER

Date 7-5-16

APPROVED FOR PAYMENT:  
OWNER: CITY OF PAYNESVILLE

By \_\_\_\_\_  
Name Title Date

And \_\_\_\_\_  
Name Title Date

Partial Pay Estimate No.:

1

2016 IMPROVEMENT PROJECT  
CITY OF PAYNESVILLE, MN  
BMI PROJECT NO. W14.107598

WORK COMPLETED THROUGH JUNE 28, 2016

ITEM NO.	ITEM	UNIT PRICE	AS BID		COMPLETED TO DATE			
			ESTIMATED QUANTITY	ESTIMATED AMOUNT	ESTIMATED QUANTITY	ESTIMATED AMOUNT		
1	MOBILIZATION	\$28,000.00	1	LUMP SUM	\$28,000.00	0.25	LUMP SUM	\$7,000.00
2	CLEARING & GRUBBING	\$150.00	8	EACH	\$1,200.00	54	EACH	\$8,100.00
3	REMOVE SEWER PIPE (STORM)	\$7.00	395	LIN FT	\$2,765.00		LIN FT	
4	REMOVE 18" PVC SANITARY SEWER PIPE	\$50.00	190	LIN FT	\$9,500.00		LIN FT	
5	REMOVE WATERMAIN	\$0.01	2147	LIN FT	\$21.47		LIN FT	
6	REMOVE CONCRETE CURB & GUTTER	\$2.00	2998	LIN FT	\$5,996.00		LIN FT	
7	REMOVE CONCRETE DRIVEWAY PAVEMENT	\$5.00	137	SQ YD	\$685.00		SQ YD	
8	REMOVE CONCRETE WALK	\$0.50	718	SQ FT	\$359.00		SQ FT	
9	REMOVE BITUMINOUS PAVEMENT	\$1.65	8895	SQ YD	\$14,678.75	2,000	SQ YD	\$3,300.00
10	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	\$3.00	2040	SQ YD	\$6,120.00		SQ YD	
11	REMOVE HYDRANT	\$100.00	5	EACH	\$500.00		EACH	
12	REMOVE STORM STRUCTURE	\$250.00	8	EACH	\$2,000.00		EACH	
13	REMOVE MANHOLE (SANITARY)	\$350.00	3	EACH	\$1,050.00		EACH	
14	REMOVE & RELOCATED SKIMMER STRUCTURE	\$2,000.00	1	EACH	\$2,000.00	1	EACH	\$2,000.00
15	SALVAGE RANDOM RIP RAP	\$20.00	20	CU YD	\$400.00	20	CU YD	\$400.00
16	COMMON EXCAVATION (P)	\$5.00	7439	CU YD	\$37,195.00		CU YD	
17	INSTALL SALVAGED RIP RAP	\$20.00	20	CU YD	\$400.00	20	CU YD	\$400.00
18	POND EXCAVATION (P)	\$6.00	12004	CU YD	\$72,024.00	12,004	CU YD	\$72,024.00
19	GEOTEXTILE FABRIC TYPE IV	\$5.00	90	SQ YD	\$450.00	90	SQ YD	\$450.00
20	GRAVEL DRIVEWAY RESTORATION	\$15.00	117	CY YD	\$1,755.00		CY YD	
21	AGGREGATE BASE, CLASS 5 (CV)	\$18.00	4047	CU YD	\$72,846.00		CU YD	
22	BITUMINOUS PATCH - DRIVEWAY RESTORATION	\$16.05	276	SQ YD	\$4,429.80		SQ YD	
23	MILL BITUMINOUS SURFACE (1.5")	\$1.35	6497	SQ YD	\$8,770.95		SQ YD	
24	EDGE MILL BITUMINOUS SURFACE (8' WIDTH)	\$1.35	10101	SQ YD	\$13,636.35		SQ YD	
25	TYPE SP 12.5 NON WEARING COURSE MIXTURE (2,B)	\$52.00	1316	TON	\$68,432.00		TON	
26	TYPE SP 12.5 WEARING COURSE MIXTURE (2,B)	\$54.00	3888	TON	\$210,492.00		TON	
27	12" STORM SEWER	\$15.00	37	LIN FT	\$555.00	40	LIN FT	\$600.00
28	24" STORM SEWER	\$27.00	875	LIN FT	\$18,225.00	62	LIN FT	\$1,674.00
29	12" RC PIPE SEWER CLASS V	\$22.00	553	LIN FT	\$12,168.00		LIN FT	
30	15" RC PIPE SEWER CLASS V	\$22.00	1208	LIN FT	\$26,576.00		LIN FT	
31	18" RC PIPE SEWER CLASS III	\$23.50	247	LIN FT	\$5,804.50		LIN FT	
32	21" RC PIPE SEWER CLASS III	\$26.00	520	LIN FT	\$13,520.00		LIN FT	
33	24" RC PIPE SEWER CLASS III	\$28.00	46	LIN FT	\$1,288.00		LIN FT	
34	15" STORM PLUG	\$100.00	1	EACH	\$100.00		EACH	
35	12" PIPE APRON	\$250.00	2	EACH	\$500.00	2	EACH	\$500.00
36	24" PIPE APRON	\$850.00	1	EACH	\$850.00	1	EACH	\$850.00
37	6" CONCRETE HEADWALL WITH RODENT SCREEN	\$175.00	1	EACH	\$175.00	1	EACH	\$175.00
38	6" PERF PVC PIPE DRAIN	\$8.00	590	LIN FT	\$4,720.00	590	LIN FT	\$4,720.00
39	6" PVC PIPE DRAIN CLEANOUT	\$150.00	6	EACH	\$900.00	6	EACH	\$900.00
40	8" PVC PIPE SEWER	\$15.00	1024	LIN FT	\$15,360.00		LIN FT	
41	18" PVC PIPE SEWER (IN EX'ISTING CASING)	\$75.00	188	LIN FT	\$14,100.00		LIN FT	
42	CONNECT TO EXISTING STORM SEWER	\$750.00	1	EACH	\$750.00		EACH	
43	8"x6" PVC WYE, SDR 26	\$175.00	14	EACH	\$2,450.00		EACH	
44	18"x6" PVC SDR 26 SADDLE WYE	\$750.00	4	EACH	\$3,000.00		EACH	
45	6" PVC PIPE SEWER, SDR 26 SANITARY SERVICE PIPE	\$18.00	662	LIN FT	\$11,916.00		LIN FT	
46	SANITARY SEWER BYPASS PUMPING AND CORRECTIVE MEASU	\$14,000.00	1	LUMP SUM	\$14,000.00		LUMP SUM	
47	HYDRANT 9.5" BURY	\$3,500.00	6	EACH	\$21,000.00		EACH	
48	1" CORPORATION STOP & SADDLE	\$275.00	16	EACH	\$4,400.00		EACH	
49	1" CURB STOP & BOX	\$275.00	16	EACH	\$4,400.00		EACH	
50	6" GATE VALVE AND BOX	\$1,275.00	4	EACH	\$5,100.00		EACH	
51	8" GATE VALVE AND BOX	\$1,750.00	2	EACH	\$3,500.00		EACH	
52	10" GATE VALVE AND BOX	\$2,350.00	1	EACH	\$2,350.00		EACH	
53	12" GATE VALVE AND BOX	\$2,825.00	3	EACH	\$8,475.00		EACH	
54	ADJUST VALVE BOX	\$175.00	13	EACH	\$2,275.00		EACH	
55	CONNECT TO EXISTING WATERMAIN	\$500.00	2	EACH	\$1,000.00		EACH	
56	1" WATER SERVICE PIPE	\$15.00	520	LIN FT	\$7,800.00		LIN FT	
57	6" PVC WATERMAIN C-900 DR 18	\$15.50	236	LIN FT	\$3,656.00		LIN FT	
58	8" PVC WATERMAIN C-900 DR 18	\$17.50	137	LIN FT	\$2,387.50		LIN FT	
59	12" PVC WATERMAIN C-900 DR 18	\$23.50	2167	LIN FT	\$50,924.50		LIN FT	
60	12" WATERMAIN (TRENCHLESS)	\$125.00	325	LIN FT	\$40,625.00		LIN FT	
61	WATERMAIN FITTINGS (COMPACT)	\$7.50	1783	POUND	\$13,372.50		POUND	
62	CONSTRUCT DES H STRUCTURE	\$175.00	12.2	LIN FT	\$2,136.00		LIN FT	
63	CONSTRUCT DRAINAGE STRUCTURE, R-1 (2'X3')	\$225.00	62.7	LIN FT	\$14,107.50		LIN FT	
64	CONSTRUCT DRAINAGE STRUCTURE, DES 48-4020	\$285.00	74.4	LIN FT	\$21,204.00	5	LIN FT	\$1,425.00
65	CONSTRUCT DRAINAGE STRUCTURE, DES 54-4020	\$375.00	5.1	LIN FT	\$1,912.50		LIN FT	
66	CASTING ASSEMBLY (SANITARY)	\$475.00	4	EACH	\$1,900.00		EACH	
67	CASTING ASSEMBLY NEENAH R-1733	\$475.00	12	EACH	\$5,700.00		EACH	
68	CASTING ASSEMBLY NEENAH R-3067-V	\$500.00	16	EACH	\$8,000.00		EACH	
69	CASTING ASSEMBLY NEENAH R-4342 STOOL GRATE	\$450.00	5	EACH	\$2,250.00		EACH	
70	CASTING ASSEMBLY NEENAH R-2505	\$500.00	1	EACH	\$500.00		EACH	
71	ADJUST FRAME AND RING CASTING (SANITARY)	\$200.00	10	EACH	\$2,000.00		EACH	
72	ADJUST FRAME AND RING CASTING (STORM)	\$200.00	12	EACH	\$2,400.00		EACH	
73	ADJUST FRAME AND RING CASTING (SPECIAL)	\$200.00	1	EACH	\$200.00		EACH	
74	CONSTRUCT SANITARY MANHOLE, DES 4007	\$225.00	41.3	LIN FT	\$9,292.50		LIN FT	
75	8" OUTSIDE DROP	\$600.00	6	LIN FT	\$3,600.00		LIN FT	
76	RANDOM RIPRAP CLASS IV	\$50.00	10	CU YD	\$500.00	31.50	CU YD	\$1,575.00
77	4" CONCRETE SIDEWALK	\$5.50	790	SQ FT	\$4,345.00		SQ FT	
78	BITUMINOUS TRAIL	\$22.50	630	LIN FT	\$14,175.00		LIN FT	
79	CONCRETE CURB & GUTTER DESIGN B618	\$11.50	5201	LIN FT	\$59,811.50		LIN FT	
80	6" CONCRETE DRIVEWAY PAVEMENT	\$44.00	238	SQ YD	\$10,472.00		SQ YD	
81	8" CONCRETE DRIVEWAY PAVEMENT	\$56.50	524	SQ YD	\$29,606.00		SQ YD	
82	TRUNCATED DOMES	\$42.00	60	SQ FT	\$2,520.00		SQ FT	
83	TRAFFIC CONTROL	\$4,500.00	1	LUMP SUM	\$4,500.00	0.25	LUMP SUM	\$1,125.00

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**Partial Pay Estimate No.:**

**1**

2016 IMPROVEMENT PROJECT  
 CITY OF PAYNESVILLE, MN  
 BMI PROJECT NO. W14.107598

WORK COMPLETED THROUGH JUNE 28, 2016

ITEM NO.	ITEM	UNIT PRICE	AS BID		COMPLETED TO DATE			
			ESTIMATED QUANTITY	ESTIMATED AMOUNT	ESTIMATED QUANTITY	ESTIMATED AMOUNT		
84	SILT FENCE, MACHINE SLICED	\$1.50	742	LIN FT	\$1,113.00	925	LIN FT	\$1,387.50
85	STORM DRAIN INLET PROTECTION	\$100.00	27	EACH	\$2,700.00		EACH	
86	STABILIZED CONSTRUCTION EXIT	\$500.00	3	EACH	\$1,500.00	1	EACH	\$500.00
87	AMENDED SOIL-POND INFILTRATION MEDIA	\$20.00	3153	CU YD	\$63,060.00	3,153	CU YD	\$63,060.00
88	COMMON TOPSOIL BORROW (LV)	\$8.50	3391	CU YD	\$28,823.50		CU YD	
89	EROSION CONTROL BLANKET, CATEGORY 3	\$1.25	4190	SQ YD	\$5,237.50		SQ YD	
90	SEED 22-141, BONDED FIBER MATRIX, FERTILIZER	\$4,200.00	1.1	ACRE	\$4,620.00		ACRE	
91	SEED 25-151, BONDED FIBER MATRIX, FERTILIZER	\$4,200.00	1.9	ACRE	\$7,980.00		ACRE	
92	SEED 35-241 / 22-111, TYPE 1 MULCH, FERTILIZER	\$8,000.00	1.8	ACRE	\$10,800.00		ACRE	
93	EROSION & SEDIMENT CONTROL	\$1,000.00	1	LUMP SUM	\$1,000.00	0.25	LUMP SUM	\$250.00
94	4" SOLID LINE WHITE - EPOXY	\$1.80	1100	LIN FT	\$1,980.00		LIN FT	
95	24" SOLID LINE WHITE-EPOXY	\$7.50	24	LIN FT	\$180.00		LIN FT	
96	PAVEMENT MESSAGE (RR CROSSING) EPOXY	\$750.00	1	EACH	\$750.00		EACH	
97	PAVEMENT MESSAGE (HANDICAP SYMBOL) EPOXY	\$125.00	3	EACH	\$375.00		EACH	
98	CROSSWALK MARKING - EPOXY	\$4.65	1857	SQ FT	\$8,535.05		SQ FT	
<b>TOTAL AMOUNT:</b>					<b>\$1,223,822.37</b>			<b>\$172,415.50</b>

23

**REQUEST FOR COMMITTEE/COUNCIL ACTION**

**COMMITTEE/COUNCIL NAME:** City Council

Committee/Council Meeting Date: July 11, 2016

Agenda Section: Old Business

Originating Department: Administration

Item Number: VI - B

**ITEM DESCRIPTION:** Special City Council Meeting Working Session

Prepared by: Staff

**COMMENTS:**

It has been suggested to set a Special City Council Meeting - Working Session. The following dates have been suggested:

Tuesday, August 16, 2016	6:00 p.m.
Thursday, August 18, 2016	6:00 p.m.

Agenda will include the 2017 Street Project – Lake Ave. and strategic planning update. Please contact City Hall with any other agenda items.

Please check your personal calendars.

**ADMINISTRATOR COMMENTS:**

**COMMITTEE/COUNCIL ACTION:**

Motion to set the Special City Council Meeting – Working Session on \_\_\_\_\_ at 6:00 p.m.

**REQUEST FOR COMMITTEE/COUNCIL ACTION**

**COMMITTEE/COUNCIL NAME:** City Council

Committee/Council Meeting Date: July 11, 2016

Agenda Section: Old Business

Originating Department: Administration

Item Number: VII – C

**ITEM DESCRIPTION:** VOC – Water Treatment Plant

Prepared by: Staff

**COMMENTS:**

Chuck DeWolf will give a verbal report.

**ADMINISTRATOR COMMENTS:**

**COMMITTEE/COUNCIL ACTION:**

**REQUEST FOR COMMITTEE/COUNCIL ACTION**

**COMMITTEE/COUNCIL NAME:** City Council

Committee/Council Meeting Date: July 11, 2016

Agenda Section: Old Business

Originating Department: Administration

Item Number: VII - D

**ITEM DESCRIPTION:** American Flag Resolution

Prepared by: Staff

**COMMENTS:**

This was tabled from the June 13, 2016 City Council meeting. 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.

Neil Herzberg will also give a verbal report on what the legion members have stated regarding conducting the flag duties as well as the cost of flag banners.

**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 11<sup>th</sup> day of July, 2016.

\_\_\_\_\_  
Jeff Thompson, Mayor

ATTEST:

\_\_\_\_\_  
Renee Eckerly, City Administrator

**REQUEST FOR COMMITTEE/COUNCIL ACTION**

**COMMITTEE/COUNCIL NAME:** City Council

Committee/Council Meeting Date: July 11, 2016

Agenda Section: Old Business

Originating Department: Administration

Item Number: VII – E

**ITEM DESCRIPTION:** Ordinance No. 158, 2<sup>nd</sup> Series & Resolution Setting Fees – Golf Carts

Prepared by: Staff

**COMMENTS:**

Paul Wegner will give a verbal report. Please review the attached proposed Ordinance No. 158, 2<sup>nd</sup> Series regarding the licensing of golf carts and operators of such. A proposed resolution setting fees (\$20.00 annual fee per cart and a \$20.00 annual fee per operator) is currently being drafted by City Attorney, Bill Spooner and will be available at the meeting.

Daft application are also attached for your information.

**ADMINISTRATOR COMMENTS:**

**COMMITTEE/COUNCIL ACTION:**

Motion to approve Ordinance No. 158, 2<sup>nd</sup> Series.

Motion to approve Resolution 2016-19 setting fees for golf carts and operators.

## ORDINANCE NO. 158, 2ND SERIES

AN ORDINANCE OF THE CITY OF PAYNESVILLE, MINNESOTA, AMENDING CITY CODE CHAPTER 8 ENTITLED "TRAFFIC REGULATIONS" BY AMENDING SECTION 8.14 THEREOF ENTITLED "SNOWMOBILES, MOPEDS, DIRT BIKES, ALL TERRAIN VEHICLES, AND OTHER VEHICLE CONTROL REGULATIONS; AND BY ADOPTING BY REFERENCE CITY CODE CHAPTER 1 AND SECTION 8.99 WHICH, AMONG OTHER THINGS, CONTAIN PENALTY PROVISIONS.

THE CITY COUNCIL OF PAYNESVILLE, MINNESOTA ORDAINS:

**Section 1.** City Code, Chapter 8, is hereby so that Section 8.14 thereof shall read:

**SECTION 8.14. GOLF CARTS, NEIGHBORHOOD FRIENDLY VEHICLES, ATVS, SNOWMOBILES, AND OTHER LOW POWERED VEHICLES WITHIN THE CITY OF PAYNESVILLE, MINNESOTA.**

### **Subd. 1. Purpose and Intent.**

- (A) The purpose of this chapter is to provide reasonable regulations for the use of special and recreational motor vehicles on public and, in conformance with private property, in the City.
- (B) This chapter is not intended to allow what the Minnesota Statutes prohibit or to prohibit what the Minnesota Statutes expressly allow.
- (C) It is intended to ensure the public safety and prevent a public nuisance.
- (D) This Chapter adopts the regulatory provisions of Minnesota Statutes, Section 84.81 to 84.929, 169.974, 169.223, 171.01, and 171.02 as amended from time to time and adopts permitting requirements per 169.045.

**Subd. 2. Definitions.** For the purpose of this ordinance, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

- (A) **Designated Streets:** All streets, avenues, and roadways under the jurisdiction of the City of Paynesville not identified as a prohibited street.
- (B) **Prohibited Streets:** All streets, avenues, and roadways under the jurisdiction of the City of Paynesville which operation of vehicles under this ordinance are prohibited. This includes Lake Ave S (Co Rd 66) and Lake Ave N, All of Business 23 (Co Rd 85), Railroad St from River St to Garfield Ave, Co Rd 34, Minnie St from Industrial Loop West to Co Rd 85, River St from Business 23 W to Railroad St
- (C) **Street:** "Street" means the entire width between boundary lines including road-right of ways and boulevards.
- (D) **Operator:** The person driving and having physical control over the motorized golf cart, all-terrain vehicle, or mini-truck and being the licensee.
- (E) **Owner:** Owner means a person, other than a person with a security interest, having a property interest in or title to a vehicle cover in this ordinance and is entitled to the use and possession of the vehicle.

- (F) Motorized Golf Cart: Any passenger conveyance being driven with three or four wheels with three or four low-pressure tires that is limited in engine displacement of less than 800 cubic centimeters and total dry weight less than 800 pounds.
- (G) Mini Truck: As defined in Minn. Stat. § 169.01, subd. 40(a), a motor vehicle that has four wheels; is propelled by an electric motor with a rated power of 7,500 watts or less or an internal combustion engine with a piston displacement capacity of 660 cubic centimeters or less; has a total dry weight of 900 to 2,200 pounds; contains an enclosed cabin and a seat for the vehicle operator; commonly resembles a pickup truck or van, including a cargo area or bed located at the rear of the vehicle; and was not originally manufactured to meet federal motor vehicle safety standards required of motor vehicles in the Code of Federal Regulations, title 49, sections 571.101 to 571.404, and successor requirements. A mini-truck does not include: a neighborhood electric vehicle or a medium-speed electric vehicle as defined by § 73.11; or a motor vehicle that meets or exceeds the regulations in the Code of Federal Regulations, title 49, section 571.500, as it may be amended from time to time.

### **Subd. 3. Operator Permits.**

- (A) No person shall operate a motorized golf cart or mini-truck on streets, alleys or other public property without obtaining an operator's permit as provided herein.
- (B) Every application for an operator's permit shall be made on a form supplied by the City of Paynesville and shall contain all of the following information:
  - (1) The name and address of the applicant.
  - (2) The nature of the applicant's physical handicap, if any.
  - (3) Current driver's license or reason for not having a current license.
  - (4) Other information as the city may require.
- (C) The annual operator's permit fee shall be as set forth in the Paynesville fee schedule which may be amended from time to time by resolution of the city council.
- (D) Operator's Permits shall be granted for a period of one year and may be renewed annually Jan. 1 to Dec. 31.
- (E) No operator's permit shall be granted or renewed unless the following conditions are met:
  - (1) The applicant must demonstrate that he or she currently holds or has held a valid Minnesota driver's license to operate a mini-truck.
  - (2) The applicant shall be required to submit a certificate signed by a physician that the applicant is able to safely operate a motorized golf cart on the roadways designated.
  - (3) The applicant has not had his or her driver's license revoked, suspended, or cancelled as the result of criminal proceedings within the last 5 years.
  - (4) The applicant is over the age of 16.

- (5) No prior violations of this ordinance or traffic violations related to the use of a motorized golf cart or mini truck.

#### **Subd. 4. Vehicle Permits.**

- (A) No person shall operate a motorized golf cart or mini-truck on streets, alleys or other public property without obtaining a vehicle permit as provided herein. The vehicle must have a current, valid permit prominently displayed on the front windshield or above the driver's side wheel well.
- (B) Every application for a vehicle permit shall be made on a form supplied by the City of Paynesville and shall contain all of the following information:
  - (1) The name and address of the owner.
  - (2) Model name, make and year and number of the motorized golf cart or mini truck.
  - (3) Current insurance information on the vehicle.
  - (4) Other information as the city may require.
- (C) The annual vehicle permit fee shall be as set forth in the Paynesville fee schedule which may be amended from time to time by resolution of the city council.
- (D) Vehicle permits shall be granted for a period of one year and may be renewed annually Jan. 1 to Dec. 31.
- (E) No vehicle permit shall be granted or renewed unless the following conditions are met:
  - (1) The applicant must demonstrate continued/ongoing insurance for the vehicle in compliance with Minnesota State Statute.
  - (2) The applicant must demonstrate the motorized golf cart or mini truck complies with safety requirements and equipment set forth in this ordinance.
  - (3) No prior violations of this ordinance or traffic violations related to the use of the permitted motorized golf cart or mini truck.

#### **Subd. 5. General Provisions.**

- (A) Motorized golf carts and mini-trucks are permitted to operate on designated roadways, not state or federal highways or prohibited roadways as defined above, except to cross at intersections. Vehicles may not be driven down a prohibited road to get to an intersection. Vehicles must operate as close to the right curb as possible, unless overtaking a parked vehicle or pedestrian, or making a left hand turn.
- (B) Motorized golf carts and mini trucks may only be operated on designated roadways from sunrise to sunset. They shall not be operated in inclement weather, except during emergency conditions as provided in the ordinance, or when visibility is impaired by weather, smoke, fog, or other conditions, or at any time when there is insufficient light visibility to clearly see persons and vehicles on the roadway at a distance of 500 feet.
- (C) Motorized golf carts shall display the slow-moving vehicle emblem provided for in Minn. Stat. § 169.045, as it may be amended from time to time, when operated on designated roadways.

- (D) Motorized golf carts and mini-trucks shall be equipped with a rear-view mirror to provide the driver with adequate vision from behind as required by Minn. Stat. § 169.70.
- (E) The operator of a motorized golf cart or mini-truck may cross any street or highway intersecting a designated roadway.
- (F) Every person operating a motorized golf cart a mini-truck under permit on designated roadways has all the rights and duties applicable to the driver of any other vehicle under the provisions of Minn. Stat., ch. 169, as it may be amended from time to time, except when these provisions cannot reasonably be applied to motorized golf carts or mini-trucks and except as otherwise specifically provided in Minn. Stat. § 169.045(7), as it may be amended from time to time.
- (G) The number of occupants on the golf cart, all-terrain vehicle, or mini-truck may not exceed the design occupant load.
- (H) Every person operating golf cart must possess the operator's permit at all time when operating the vehicle and every person operating a mini truck must possess a valid driver's license when operating a mini truck
- (I) It is unlawful to operate a motorized golf cart or mini truck anywhere in the City of Paynesville, including private property, in any of the following manners:
  - (1) At a speed in excess of the posted speed limit.
  - (2) Other than single file on a designated roadway.
  - (3) Carelessly or Recklessly.
  - (4) Towing or pulling any person or object behind the vehicle, unless specifically designed for that purpose.
  - (5) On a public sidewalk or bike trail provided for pedestrian or non-motorized travel.
  - (6) On boulevards within any public right of way.
  - (7) Public property- on any other public property including parks and recreational areas, except as the City Code may specifically permit.
  - (8) While the operator of a motorized golf cart or mini truck is under the influence of alcohol or drugs as defined in MN State Statute 169A.
  - (9) On private property without the property owners permission.
  - (10) While the operator's permit is in suspended or revoked status.
- (J) The operator of a motorized golf cart or mini truck shall not possess any open container of alcohol while the vehicle is operating within the City of Paynesville. The operator shall not allow any passenger to possess an open container of alcohol while the vehicle is operating within the City of Paynesville.
- (K) The owner of a permitted motorized golf cart or mini truck shall not allow anyone to operate or drive the vehicle when the operator does not have a valid operator's permit or is under the age of 16. The

owner is responsible for all actions of the operator and may be subject to lose of vehicle permit for violations of this ordinance.

- (L) The City Council may suspend or revoke an operator's permit granted hereunder upon a finding that the holder thereof has violated any of the provisions of this section, does not comply with permitting requirements or Minn. Stat., ch. 169, as it may be amended from time to time, or if there is evidence that the permit holder cannot safely operate the motorized golf cart or mini-truck on the designated roadways.
- (M) The City Council may suspend or revoke a vehicle permit granted hereunder upon a finding that the owner thereof has violated any of the provisions of this section or Minn. Stat., ch. 169, as it may be amended from time to time.
- (N) Authorized city staff may operate city owned motorized golf carts and mini-trucks without obtaining a permit within the city on city streets, sidewalks, trails, rights-of-way, and public property when conducting city business.
- (O) Mini-truck equipment requirements:
  - (1) A mini-truck may be operated under permit on designated roadways if it is equipped with all of the following:
    - (a) At least two headlamps.
    - (b) At least two tail lamps.
    - (c) Front and rear turn-signal lamps.
    - (d) An exterior mirror mounted on the driver's side of the vehicle and either an exterior mirror mounted on the passenger's side of the vehicle or an interior mirror.
    - (e) A windshield.
    - (f) A seat belt for the driver and front passenger.
    - (g) A parking brake.

#### **Subd. 6. Operation of Electric Personal Assistive Mobility Devices.**

- (A) ***ELECTRIC PERSONAL ASSISTIVE MOBILITY DEVICE*** means a self-balancing device with two non-tandem wheels, designed to transport not more than one person, and operated by an electric propulsion system that limits the maximum speed of the device to 15 miles per hour.
- (B) Except as otherwise provided by law, a person operating an electric personal assistive mobility device has the rights and responsibilities of a pedestrian.
- (C) *Operation.*
  - (1) An electric personal assistive mobility device may be operated on a bicycle path.
  - (2) No person may operate an electric personal assistive mobility device on a roadway, sidewalk, or bicycle path at a rate of speed that is not reasonable and prudent under

the conditions. Every person operating an electric personal assistive mobility device on a roadway, sidewalk, or bicycle path is responsible for becoming and remaining aware of the actual and potential hazards then existing on the roadway or sidewalk and must use due care in operating the device.

- (3) An electric personal assistive mobility device may be operated on a roadway only under the following circumstances:
  - (a) While making a direct crossing of a roadway in a marked or unmarked crosswalk.
  - (b) Where no sidewalk is available.
  - (c) Where a sidewalk is so obstructed as to prevent safe use.
  - (d) When so directed by a traffic control device or by a peace officer.
  - (e) Temporarily in order to gain access to a motor vehicle.
  - (f) As provided in division (7) below by Council resolution.
- (4) An electric personal assistive mobility device may not be operated at any time on a roadway with a speed limit of more than 35 miles per hour except to make a direct crossing of the roadway in a marked crosswalk.
- (5) An electric personal assistive mobility device may not be operated at any time while carrying more than one person.
- (6) *Designated exclusive city streets.* The City Council may, by resolution, designate exclusive city streets within its jurisdiction where the operation of electric personal assistive mobility devices is not permitted, provided that any street so designated has a speed limit of more than 35 miles per hour.
- (7) A person operating an electric personal assistive mobility device on a sidewalk must yield the right-of-way to pedestrians at all times. A person operating an electric personal assistive mobility device on a bicycle path must yield the right-of-way to bicycles at all times.
- (8) An electric personal assistive mobility device may not be operated unless the device bears reflectorized material on the front, back, and wheels, visible at night from 600 feet when illuminated by the lower beams of headlamps of a motor vehicle.

#### **Subd. 7. Motorized Foot Scooters.**

- (A) ***MOTORIZED FOOT SCOOTER*** means a device with handlebars designed to be stood or sat upon by the operator, and powered by an internal combustion engine or electric motor that is capable of propelling the device with or without human propulsion, and that has no more than two 12-inch or smaller diameter wheels and has an engine or motor that is capable of a maximum speed of 15 miles per hour on a flat surface with not more than 1 percent grade in any direction when the motor is

engaged. An electric personal assistive mobility device, a motorized bicycle, an electric-assisted bicycle, or a motorcycle is not a motorized foot scooter.

- (B) Operation of a motorized foot scooter on city bicycle paths, bicycle lanes, bicycle trails, or bikeways is prohibited except as provided in division (C) below.
- (C) The City Council may, by resolution, designate specific bicycle paths, bicycle lanes, bicycle trails, or bikeways as available for use by motorized foot scooters.
- (D) Every person operating a motorized foot scooter shall have all rights and duties applicable to the operator of a bicycle, except in respect to those provisions relating expressly to motorized foot scooters and in respect to those provisions of law that by their nature cannot reasonably be applied to motorized foot scooters.
- (E) No person may operate a motorized foot scooter upon a sidewalk, except when necessary to enter or leave adjacent property. No person may operate a motorized foot scooter that is carrying any person other than the operator.
- (F) No person under the age of 12 years may operate a motorized foot scooter.
- (G) No person under the age of 18 years may operate a motorized foot scooter without wearing properly fitted and fastened protective headgear that complies with standards established by the commissioner of Public Safety.
- (H) A motorized foot scooter must be equipped with a headlight and a taillight that comply with standards established by the commissioner of Public Safety if the vehicle is operated under conditions when vehicle lights are required by law.
- (I) A person operating a motorized foot scooter on a roadway shall ride as close as practicable to the right-hand curb or edge of the roadway, except in the following situations:
  - (1) When overtaking and passing another vehicle proceeding in the same direction.
  - (2) When preparing for a left turn, in which case the operator shall stop and dismount at the right-hand curb or right edge of the roadway, and shall complete the turn by crossing the roadway on foot, subject to restrictions placed by law on pedestrians.
  - (3) When reasonably necessary to avoid impediments or conditions that make it unsafe to continue along the right-hand curb or edge, including, but not limited to, fixed or moving objects, vehicles, bicycles, pedestrians, animals, surface hazards, or narrow lanes.

#### **Subd. 8: Medium Speed Electric Vehicles and Neighborhood Electric Vehicles.**

##### **(A) Definitions.**

- (1) ***MEDIUM SPEED ELECTRIC VEHICLE*** means an electrically powered four-wheeled motor vehicle, equipped with a roll cage or crushproof body design, that can attain a maximum speed of 35 miles per hour on a paved level surface, is fully enclosed and has at least one door for entry, has a wheelbase of 40 inches or greater and a wheel diameter of 10 inches or greater, and except with respect to maximum

speed, otherwise meets or exceeds regulations in the Code of Federal Regulations, title 49, section 571.500, and successor requirements.

(2) ***NEIGHBORHOOD ELECTRIC VEHICLE*** means an electrically powered motor vehicle that has four wheels, and has a speed attainable in one mile of at least 20 miles per hour, but not more than 25 miles per hour on a paved level surface.

(A) Operation of neighborhood electric vehicles on city streets is prohibited.

(B) Authorized city staff may operate city owned neighborhood electric vehicles and medium-speed electric vehicles within the city on city streets, sidewalks, trails, rights-of-way, and public property when conducting city business.

**Subd. 9. ATVS, UTVS, Snowmobiles and Other Vehicles Not Already Controlled or Regulated by this Ordinance.**

(A) Operation by minors:

(1) It is a violation for any person under the age of fourteen (14) years to operate a snowmobile, ATV, UTV, or other vehicle or means of transportation not licensed for Minnesota streets or highways on streets or other public property in the City of Paynesville.

(2) A person fourteen (14) years of age or older, but less than eighteen (18) years of age, may operate a snowmobile, ATV, UTV, or other vehicle or means of transportation not licensed for Minnesota Streets and highways on the streets of the City of Paynesville if he/she has in his immediate possession a valid driver license, permit, or certificate for the operation of said snowmobile, ATV, UTV, or other vehicle or means of transportation.

(B) General Operation:

(1) Notwithstanding any provision in the Minnesota Statutes to the contrary, it is unlawful for any person to operate a snowmobile, ATV, UTV, or other vehicle in excess of fifteen (15) miles per hour.

(2) Operation of such vehicles shall be limited to passing through the City of Paynesville and for residents of the City, shall be limited to going in a direct line to an out-of-town destination, or returning to the place of residence or place of housing within the city.

(3) Operation of such a vehicle shall be restricted to the city streets only, except and provided in subdivision 6.

(4) It is unlawful for any person to operate a snowmobile, ATV, UTV, or other vehicle or means of transportation on private property of another without the permission of the owner or occupants thereof.

(5) Snowmobile, ATV, UTV, or other vehicle or means of transportation shall yield to all other vehicles and traffic including pedestrians at all intersections and shall abide by all signs governing the operation of motor vehicles within the City of Paynesville.

(6) ATVS and UTVS may be used within the city for the purpose of agricultural use or snow removal. Under all circumstances, the operator must abide by the other provisions of this ordinance and state statute.

(7) It is unlawful to tow or pull any person or object behind a snowmobile, ATV, UTV, or other vehicle that is not designed for that purpose.

**Subd. 10. Penalty.**

Any person convicted of violating any provision of this ordinance is guilty of a misdemeanor.

**Subd. 11. Severability.**

If any provision of this ordinance is found to be invalid for any reason by a court of competent jurisdiction, the validity of the remaining provisions shall not be affected.

**Subd. 12. Effective Date.**

This ordinance becomes effective on the date of its publication, or upon the publication of a summary of the ordinance as provided by Minn. Stat., § 412.191, Subd. 4, as it may be amended from time to time, which meets the requirements of Minn. Stat. § 331A.01, Subd. 10, as it may be amended from time to time.

**Section 2.** City Code, Chapter 1, entitled “General Provisions and Definitions Applicable to the Entire City Code, Including Penalty for Violation” and Section 8.99 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 11<sup>th</sup> day of July, 2016.

\_\_\_\_\_  
Jeff Thompson, Mayor

ATTEST:

\_\_\_\_\_  
Renee Eckerly, City Administrator

Published in the Paynesville Press on July 20, 2016.

CITY OF PAYNESVILLE  
**GOLF CART OPERATOR  
PERMIT APPLICATION**

221 Washburne Ave., Paynesville, MN 56362  
Phone: (320) 243-3714 Fax: (320) 243-3713

**Please Print**

Operator Name: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Operator Address: \_\_\_\_\_  
\_\_\_\_\_

Phone #: \_\_\_\_\_

Operator's Physical Handicap: \_\_\_\_\_

Driver's License Number: \_\_\_\_\_

If no, Driver's License - List Reason For Not Having One: \_\_\_\_\_  
\_\_\_\_\_

**Annual Operator Permit Fee \$20.00**  
Permits are valid from  
January 1 to December 31

**NOTICE:**

No operator's permit shall be granted or renewed unless the following conditions are met:

- The applicant must demonstrate that he or she currently holds or has held a valid Minnesota driver's license to operate a mini-truck.
- The applicant shall be required to submit a certificate signed by a physician that the applicant is able to safely operate a motorized golf cart on the roadways designated.
- The applicant has not had his or her driver's license revoked, suspended, or cancelled as the result of criminal proceedings within the last 5 years.
- The applicant is over the age of 16
- No prior violations of this ordinance or traffic violations related to the use of a motorized golf cart or mini truck

\_\_\_\_\_  
Operator's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
City Approval

\_\_\_\_\_  
Date

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CITY OF PAYNESVILLE  
**GOLF CART VEHICLE  
PERMIT APPLICATION**

221 Washburne Ave., Paynesville, MN 56362  
Phone: (320) 243-3714 Fax: (320) 243-3713

**Please Print**

Owner of Cart: \_\_\_\_\_

Phone #: \_\_\_\_\_

Owner's Address: \_\_\_\_\_

\_\_\_\_\_

**Cart Information**

Make: \_\_\_\_\_

Mode: \_\_\_\_\_

Year: \_\_\_\_\_

Occupant Load: \_\_\_\_\_

Color: \_\_\_\_\_

**Insurance – Copy Must Be Provided**

Company Name: \_\_\_\_\_

Policy Number: \_\_\_\_\_

Expiration Date: \_\_\_\_\_

**Annual Cart Permit Fee \$20.00**  
Permits are valid from  
January 1 to December 31

**Cart Must Be Equipped With  
The Following:**

Slow Moving Vehicle Sign \_\_\_\_\_

Rear-view Mirror: \_\_\_\_\_

**NOTICE:**

No vehicle permit shall be granted or renewed unless the following conditions are met:

- The applicant must demonstrate continued/ongoing insurance for the vehicle in compliance with Minnesota State Statute.
- The applicant must demonstrate the motorized golf cart or mini truck complies with safety requirements and equipment set forth in this ordinance.
- No prior violations of this ordinance or traffic violations related to the use of the permitted motorized golf cart or mini truck

\_\_\_\_\_  
Cart Owner's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
City Approval

\_\_\_\_\_  
Date

**INFORMATIONAL**

# LAW ENFORCEMENT CENTER

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

Jurisdiction: LEC

First Date: 06/01/2016

Last Date: 06/30/2016

Department	Complaint	Number
1 PPD		
	1014 ESCORT	1
	1021 PHONE CALL	11
	1050 ACCIDENT	3
	1057 INTOXICATED PERSON	1
	911H 911 HANGUP CALL	1
	911O 911 OPEN LINE	1
	AL ALARM	5
	ALFIRE ALARM FIRE	1
	ALMED ALARM MEDICAL	2
	ANI ANIMAL COMPLAINT	1
	ASEX SEXUAL ASSAULT	1
	ASSTA AGENCY ASSIST	12
	ASSTB BUSINESS ASSIST	81
	ASSTP PERSONAL ASSIST	7
	ATV ATV COMPLAINT	1
	BACK BACKGROUND CHECK	1
	BIKES BIKE/STOLEN	1
	BURG BURGLARY	1
	BURN ILLEGAL BURNING	1
	CC CITIZEN CONTACT	7
	DATA DATA REQUEST	2
	DOG DOG COMPLAINT/BARKING	4
	DOM DOMESTIC	1
	DOMI DOMESTIC IN PROGRESS	1
	DOORCHK DOOR CHECK(S)	2
	DRIVE DRIVING COMPLAINT	7
	DUMP ILLEGAL DUMPING COMPLAINT	2
	DWI DRUNK DRIVER ARREST	4
	FINGERPRINT FINGERPRINT	3
	FIREAL FIRE ALARM	2
	FIREB FIRE BUILDING	1
	FIREC FIRE CAR	1
	FPATROL FOOT PATROL	30
	FPROP FOUND PROPERTY	1
	FRAUD FRAUD	1
	FUP FOLLOW UP	5
	GUNSH GUNSHOTS FIRED/HEARD	1
	HAR HARASSMENT COMPLAINT	2
	HARRORD HARASSMENT RESTRAINING ORDER	1
	HARRORV HARASSMENT RESTRAINING ORDER V	1
	HAZ HAZARD	1
	HR HIT AND RUN	1
	INFO MATTER OF INFORMATION	5
	JUVP JUVENILE/PROBLEM WITH	1
	LM LOUD MUSIC	2
	MA MOTORIST ASSIST	4
	MED MEDICAL EMERGENCY	9
	MEETING ATTEND MEETING	3
	NDISP NEIGHBORHOOD DISPUTE	1
	OPENC OPEN CONTAINER	1

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# LAW ENFORCEMENT CENTER

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

Jurisdiction: LEC

First Date: 06/01/2016

Last Date: 06/30/2016

Department	Complaint	Number	
51 PPD			
	PARKV	PARKING VIOLATION	6
	PERD	ISSUE DEER PERMIT	1
	POR1CC	PREDATORY OFFENDER REGISTRATIC	1
	POR1	PREDATORY OFFENDER LEVEL 1 REGI	1
	PORNL	PREDATORY OFFENDER NO LEVEL RE	1
	PURV	PURSUIT/OF VEHICLE	1
	SD	SPECIAL DETAIL	3
	SUIC	SUICIDE THREAT	2
	SUSA	SUSPICIOUS ACTIVITY	4
	SUSP	SUSPICIOUS PERSON	1
	SUSV	SUSPICIOUS VEHICLE	5
	TAMPV	TAMPER WITH MOTOR VEHICLE	1
	THEFT	THEFT	3
	THEFTV	THEFT FROM VEHICLE	2
	THREAT	THREATS COMPLAINT	1
	TOBACC	TOBACCO COMPLIANCE CHECK	1
	Traffic Stop	TRAFFIC STOP	107
	UNWAN	UNWANTED PERSON	1
	VERB	VERBAL DISPUTE	4
	WARRANT	WARRANT	2
	WELF	WELFARE CHECK	3
	XPAT	EXTRA PATROL	1
<b>Group Total:</b>			<b>392</b>
<b>Report Total:</b>			<b>392</b>

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

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# Vehicle Mileage Form

Month of June 2016

*(Reading taken July 1, 2016)*

Vehicle	May Ending Miles	June Ending Miles	Next Oil Change	Last Oil Change	Date Oil Changed	Miles Driven
101 Ford			125,046	122,046	11/24/2015	UNK
Squad 2 SUV	80,547	82,563	83,478	80,478	5/31/2016	2,016
Squad 1 SUV	19,348	22,097	24,920	21,920	6/28/2016	2,749

Year to Date Mileage: 27,511

JUL - 1 2016



# RATE INCREASE NOTICE

## NOTICE OF PUBLIC HEARINGS FOR XCEL ENERGY

Xcel Energy has asked the Minnesota Public Utilities Commission (MPUC) for a three-year increase in electricity rates. For 2016, the requested increase is for \$194.6 million or about 6.4 percent. For 2017, the requested incremental increase is for \$52.1 million or about 1.7 percent. For 2018, the requested incremental increase is for \$50.4 million or 1.7 percent. The total increase for the three-year period is \$297.1 million or about 9.8 percent.

Alternatively, Xcel Energy has proposed a settlement plan offer which asks the MPUC to approve a five-year increase in electricity rates. Under this rate-setting approach, the requested increase for 2016 is for \$163.7 million or about 5.4 percent, based on the 2016 cost of service. For 2017, 2018, 2019 and 2020, the requested incremental increase for each year is \$54.6 million, or about 1.8 percent per year. Depending upon customer class and use, the actual percentage of any increase will vary under either the three-year or five-year proposal.

We requested the rate changes described in this notice. The MPUC may either grant or deny the requested changes, in whole or in part, and may grant a lesser or greater increase than that requested for any class or classes of service.

The MPUC will likely make its decision about the final rates in 2017. While the MPUC reviews Xcel Energy's request, state law allows Xcel Energy to collect higher rates on an interim (temporary) basis. The interim rate increase for 2016 is \$163.7 million or about 5.5 percent over total current rates. Because Xcel Energy is requesting a multi-year rate plan, we also requested an increase to the interim rate starting January 1, 2017. If approved, the Company will provide additional details before this increase happens. If final rates are lower than interim rates, we will refund customers the difference with interest. If final rates are higher than interim rates, we will not charge customers the difference.

If you move before a refund is issued and we cannot find you, your refund may be treated as abandoned property and sent to the Minnesota Department of Commerce, Unclaimed Property Unit. You can check for unclaimed property at [missingmoney.com](http://missingmoney.com). To make sure we can send you any refund owed, please provide a forwarding address when you stop service.

### PUBLIC HEARINGS

Administrative Law Judge Jeffery Oxley is holding eight public hearings. You are invited to comment on the adequacy and quality of Xcel Energy's service, the level of rates or other related matters. You do not need to be represented by an attorney.

Date	Time	Locations
Tuesday, July 12	1:00 pm	<b>Merriam Park Public Library Meeting Room</b> 1831 Marshall Avenue, St. Paul, MN 55104
Tuesday, July 12	7:00 pm	<b>Earle Brown Heritage Center Tack Room A—Door 1 Entrance</b> 6155 Earle Brown Drive, Minneapolis, MN 55430
Wednesday, July 13	7:00 pm	<b>Intergovernmental Center Mankato Place Entrance</b> 10 Civic Center Plaza, Mankato, MN 56001
Tuesday, July 19	1:00 pm	<b>Wilder Complex Wellstone Lunch Room</b> 3345 Chicago Avenue South — Door 1 Minneapolis, MN 55407
Tuesday, July 19	7:00 pm	<b>Woodbury Central Park Valley Creek Room A</b> 8595 Central Park Place, Woodbury, MN 55125
Wednesday, July 20	7:00 pm	<b>Eden Prairie City Hall Heritage Room</b> 8080 Mitchell Road, Eden Prairie, MN 55344
Tuesday, July 26	7:00 pm	<b>Lake George Municipal Complex Sunroom</b> 1101 7th St. South, St. Cloud, MN 56301
Wednesday, July 27	7:00 pm	<b>Southeast Technical College Room 314</b> 308 Pioneer Road, Red Wing, MN 55066

### BAD WEATHER?

Find out if a meeting is canceled—call (toll-free) 855.731.6208 or 651.201.2213, or visit [mn.gov/puc](http://mn.gov/puc).

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### EFFECT OF RATE CHANGES

The chart labeled PROPOSED CHANGE IN AVERAGE MONTHLY BILLS shows the effect of the interim rate increase and the proposal for three annual rate increases on monthly bills for customers with average electricity use. Individual changes may be higher or lower depending on actual electricity usage.

The chart labeled MONTHLY CUSTOMER CHARGES shows the current and proposed 2016 and 2017 monthly customer charges.

The chart labeled ENERGY (PER KWH) AND DEMAND (PER KW) RATES shows the effect of Xcel Energy's proposal on 2016 and 2017 energy and demand charges for each class of ratepayers.

For 2018 rates, Xcel Energy proposed a 2.026 percent General Rate Surcharge applicable to the customer, energy (kWh) and demand (kW) charge components of 2017 rates.

### MONTHLY CUSTOMER CHARGES

Customer Type	Current	Proposed 2016	Proposed 2017
<b>Residential</b>			
Overhead line	\$8.00	\$10.00	\$10.00
Overhead line - electric heating	\$10.00	\$12.00	\$12.00
Underground line	\$10.00	\$12.00	\$12.00
Underground line - electric heating	\$12.00	\$14.00	\$14.00
<b>Small Commercial</b>			
Small General	\$10.00	\$12.00	\$12.00
Small General Time-of-Day	\$12.00	\$14.00	\$14.00
<b>Commercial and Industrial</b>			
General	\$25.75	\$25.78	\$25.78
General Time-of-Day	\$29.75	\$29.78	\$29.78
Peak-Controlled	\$55.00	\$55.00	\$55.00
Peak-Controlled Time-of-Day	\$55.00	\$55.00	\$55.00

### ENERGY (PER KWH) AND DEMAND (PER KW) RATES

Customer Type	Current	Proposed 2016	Proposed 2017
<b>Residential</b>			
Energy Summer (June-Sept)	9.395 ¢	10.548 ¢	10.865 ¢
Energy Winter (Other months)	8.040 ¢	8.998 ¢	9.285 ¢
Energy Winter - electric heating	5.819 ¢	6.105 ¢	6.394 ¢
<b>Small General</b>			
Energy Summer	8.787 ¢	9.415 ¢	9.655 ¢
Energy Winter	7.432 ¢	7.866 ¢	8.076 ¢
<b>Small General Time-of-Day</b>			
Energy On-Peak Summer	15.123 ¢	15.124 ¢	15.443 ¢
Energy On-Peak Winter	12.280 ¢	11.862 ¢	12.118 ¢
Energy Off-Peak Summer	3.015 ¢	4.252 ¢	4.420 ¢
Energy Off-Peak Winter	3.015 ¢	4.252 ¢	4.420 ¢
<b>General</b>			
Energy	3.201 ¢	3.564 ¢	3.619 ¢
Demand Summer	\$14.07	\$15.52	\$15.79
Demand Winter	\$9.96	\$10.92	\$11.09
<b>General Time-of-Day</b>			
Energy On-Peak	4.482 ¢	5.079 ¢	5.158 ¢
Energy Off-Peak	2.233 ¢	2.449 ¢	2.487 ¢
Demand Summer	\$14.07	\$15.52	\$15.79
Demand Winter	\$9.96	\$10.92	\$11.09

### PROPOSED CHANGE IN AVERAGE MONTHLY BILLS

Customer Class	Average Monthly Usage (kWh)	Present Monthly Bill**	2016 Interim Monthly Increase**	Proposed 2016 Final Monthly Increase**	Proposed 2017 Final Monthly Increase**	Proposed 2018 Final Monthly Increase**
Residential-Overhead line service	544	\$71.11	\$4.20	\$6.27	\$7.92	\$9.24
Residential-Underground line service	800	\$102.82	\$6.04	\$8.28	\$10.71	\$12.59
Energy-Controlled (Dual Fuel)	1,050	\$82.58	\$3.87	\$0.65	\$3.70	\$4.90
Small General Service	923	\$112.24	\$6.41	\$3.96	\$6.04	\$7.95
Small General Time-of-Day Service	1,417	\$147.06	\$7.89	\$8.48	\$11.45	\$13.91
General Service	17,014	\$1,677.48	\$89.86	\$82.70	\$103.54	\$130.74
General Time-of-Day Service	168,653	\$13,535.11	\$667.95	\$714.26	\$879.51	\$1,081.99
Peak-Controlled Service	66,550	\$8,200.22	\$467.83	\$397.59	\$524.81	\$670.09
Peak-Controlled Time-of-Day Service	582,250	\$56,211.88	\$2,961.60	\$2,980.17	\$3,768.58	\$4,681.73
Small Municipal Pumping	658	\$82.89	\$4.80	\$3.40	\$4.88	\$6.31
Municipal Pumping	4,826	\$557.31	\$31.53	\$25.80	\$32.88	\$42.40

\* The present rate levels identified in this application represent rates authorized in Docket No. E002/GR-13-868.

\*\* The present monthly bill and monthly increases do not include the portion of your bill for sales taxes and municipal franchise fees, and may vary by customer based on usage.

## ACCOMMODATIONS

If any reasonable accommodation is needed to enable you to fully participate in these meetings (e.g., sign language or large print materials), please contact the Office of Administrative Hearings at 651.361.7000 (voice) or 651.361.7878 (TTY) at least one week in advance of the meeting.

## EVIDENTIARY HEARINGS

Formal evidentiary hearings on Xcel Energy's proposal start on October 3, 2016, at the MPUC, 121 Seventh Place East, Suite 350, St. Paul. The purpose of the evidentiary hearings is to allow Xcel Energy, the Minnesota Department of Commerce-Division of Energy Resources, the Minnesota Office of Attorney General-Antitrust and Utilities Division, and others to present testimony and to cross-examine each other's witnesses on the proposed rate increase.

## SUBMIT WRITTEN COMMENTS

### Comment Period:

- Comments accepted through August 10, 2016 at 4:30 p.m.
- Comments must be received by 4:30 p.m. on the close date.
- Comments received after the comment period closes may not be considered.

**Online:** Visit [mn.gov/puc](http://mn.gov/puc), select *Speak Up!* Find docket 15-826 and add your comments to the discussion.

**U.S. Mail:** If you wish to include an exhibit or other attachment, please send your comments via U.S. Mail:

Minnesota Public Utilities Commission  
121 7th Place East, Suite 350  
St. Paul, MN 55101

### Written comments are most effective when the following items are included:

1. The Docket Number in the subject line or heading
  - MPUC Docket No. E002/GR-15-826
  - OAH Docket No. 19-2500-33074
2. Your name and connection to the docket
3. The issues that concern you
4. Any knowledge you have about the issues
5. Your recommendation
6. The reason for your recommendation

**Important:** Comments will be made available to the public on the MPUC's website, except in limited circumstances consistent with the Minnesota Government Data Practices Act. The MPUC does not edit or delete personally identifying information from submissions.

## HOW TO LEARN MORE

Xcel Energy's current and proposed rate schedules are available at:

### Xcel Energy

414 Nicollet Mall, Minneapolis, MN 55401

Phone: 800.895.4999

Web: [xcelenergy.com/Rates](http://xcelenergy.com/Rates) (Select Minnesota)

### Minnesota Department of Commerce:

85 7th Place East, Suite 500, St. Paul, MN 55101

Phone: 651.539.1534 or 800.657.3710

Web: <http://www.edockets.state.mn.us/EFiling/search.jsp>

(Select 15 in the year field, enter 826 in the number field, select Search, and the list of documents will appear on the next page.)

## QUESTIONS ABOUT THE MINNESOTA PUBLIC UTILITIES COMMISSION'S REVIEW PROCESS?

### Minnesota Public Utilities Commission

121 7th Place East, Suite 350, St. Paul MN 55101

Phone: 651.296.0406 or 1.800.657.3782

Email: [consumer.puc@state.mn.us](mailto:consumer.puc@state.mn.us)

Citizens with hearing or speech disabilities may call through their preferred Telecommunications Relay Service.



# Consolidated Z Report

For batches closed between 6/1/2016 and 7/1/2016

Number of Registers 2  
Number of Batches 70

All Regs Closed? FALSE  
EDC Closed? TRUE

*Entire  
months  
June  
2016*

Cash In		Misc.		Department Sales				
Opening Total	\$41,600.00	Total Sales	\$144,155.83	<u>Department Name</u>	<u>Cost</u>	<u>Sales</u>	<u>% of Sales</u>	
Sales	\$145,411.58	Total Tended	\$178,594.62	Beer	\$62,661.72	\$79,431.09	55.10 %	
Neg. Transactions	(\$1,255.75)	Total Change	(\$21,758.24)	Club	\$0.00	\$254.00	0.18 %	
Tax	\$12,680.55	Over / Short	(\$18.25)	(0.0126%)	Deposits	\$21.43	\$20.00	0.01 %
Shipping	\$0.00	Cost of Goods	\$112,106.84	77.49 %	Energy Drinks	\$89.01	\$134.00	0.09 %
Debit Surcharge	\$0.00	Profit	\$32,048.99	22.51 %	Gift Card Sales	\$0.00	\$20.00	0.01 %
Cash Back Fee	\$0.00	Commission	\$0.00		Ice and Water	\$1,043.82	\$1,972.68	1.37 %
Paid on Layaway	\$0.00	Discounts	\$4,849.18	3.25 %	Liquor	\$28,803.02	\$37,419.25	25.96 %
Paid to Account	\$0.00	Discount Quantity	2243	16.31 %	Lott Scr Payout	\$0.00	(\$547.00)	-0.38 %
Deposit Made	\$0.00	Product Count	13751		Lottery Scratch Tickets	\$1,241.73	\$1,314.00	0.91 %
Total	<u>\$198,436.38</u>	Not Scanned	0	0.00 %	Misc	\$1,958.62	\$2,621.82	1.82 %
		Transaction Count	6196		Online Lotto	\$502.74	\$532.00	0.37 %
		Avg. Transaction	\$23.35		Online Lotto Payout	(\$12.35)	(\$13.00)	-0.01 %
		Largest Transaction	\$504.67		Pop	\$581.58	\$764.79	0.53 %
		No Sales	268	4.33 %	Tobacco	\$6,392.19	\$7,265.18	5.04 %
		Cancel Transaction	49	0.79 %	Wine	\$8,823.33	\$12,967.02	9.00 %
		Item Corrections	119	0.87 %				
		Returns (18)	\$678.81	0.47 %				
		Post Voids (17)	\$449.89	0.31 %				
		Neg. Dollar Items	(\$575.00)	0.40 %				
		Manual Inventory Adjustments	\$104.56					
		Unique Customers	0					
		Trans w/ Customer	0	0.00 %				

Tender Information				
<u>Tender Type</u>	<u>Open</u>	<u>Shift</u>	<u>Close</u>	<u>Over/Short</u>
	\$0.00	\$4,206.00	\$3,462.06	(\$743.94)
Cash	\$41,600.00	\$53,272.65	\$94,854.40	(\$18.25)
Check	\$0.00	\$5,022.18	\$5,022.18	\$0.00
Credit Cards	\$0.00	\$89,557.82	\$90,301.76	\$743.94
Gift Cards	\$0.00	\$363.98	\$363.98	\$0.00
Offline Credit Card	\$0.00	\$4,413.75	\$4,413.75	\$0.00
Totals	<u>\$41,600.00</u>	<u>\$156,836.38</u>	<u>\$198,418.13</u>	<u>(\$18.25)</u>

Credit Card Detail		
<u>Card Name</u>	<u>Count</u>	<u>Amount</u>
Total		

**Discounts By Reason Code**

<u>Reason code</u>	<u>Qty</u>	<u>Total</u>	<u>% Sales</u>
MMBA promo	2	\$15.00	0.01 %
15% Coupon	7	\$22.96	0.02 %
15% Discount Craft Beer	62	\$136.45	0.09 %
25%	5	\$15.00	0.01 %
2-6 pk for 12 pk Price	2	\$5.99	0.00 %
Coded Beer	36	\$221.50	0.15 %
Daily's 4 pk Disc	109	\$32.16	0.02 %
Discontinued Item	51	\$288.00	0.20 %
Quantity Discount	594	\$1,136.53	0.78 %
Quantity Discounts	29	\$49.43	0.03 %
Rex Goliath Discount	20	\$38.82	0.03 %
Sale Price	813	\$2,094.00	1.43 %
Senior Wednesday Discount	195	\$282.06	0.19 %
Wine Bags 4 Bottles	51	\$58.91	0.04 %
Wine Club	66	\$166.57	0.11 %
Wine sale	71	\$132.20	0.09 %
Wine Tuesday Discount	130	\$153.60	0.11 %
<b>Total</b>	<b>2243</b>	<b>\$4,849.18</b>	

**Tax Collected**

<u>Tax Name</u>	<u>Amount</u>
MN Liquor Tax	\$12,195.35
MN Sales Tax	\$485.20
<b>Total</b>	<b>\$12,680.55</b>

**Payout & Drop Detail**

<u>Cashier</u>	<u>Payment To</u>	<u>Comment</u>	<u>Amount</u>	<u>Date/Time</u>
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**Taxable Sales**

<u>Description</u>	<u>Amount</u>
MN Liquor Tax	\$130,096.79
MN Sales Tax	\$7,055.93
Non Taxable	\$6,909.78
Tax Exempt	\$93.33

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**Return Detail**

<u>Cashier</u>	<u>Product description</u>	<u>Qty</u>	<u>Sold price</u>	<u>T #</u>	<u>Reg #</u>	<u>Date/Time</u>
April Mathies	Lost Lake Ice 24 pk cn	(1)	(\$12.99)	411513	2	06/03/2016 9:38:06 AM
April Mathies	Online Lotto Payout	(15)	\$15.00	416650	2	06/27/2016 3:35:20 PM
Ethan Brown	Ice 5 lbs Bag	(1)	(\$1.79)	413957	2	06/14/2016 5:35:44 PM
Ethan Brown	Keg Deposit	(1)	(\$30.00)	414959	2	06/18/2016 5:17:22 PM
Ethan Brown	1919 Deposit Keg & Pump Dep	(1)	(\$75.00)	415024	2	06/18/2016 7:18:59 PM
Ethan Brown	Bud 24 pk Can	(1)	(\$19.99)	415024	2	06/18/2016 7:18:59 PM
Ethan Brown	Miller Gen Draft 24 pk cn	(1)	(\$19.99)	415024	2	06/18/2016 7:18:59 PM
Ethan Brown	Miller Gen Draft 24 pk cn	(1)	(\$19.99)	415024	2	06/18/2016 7:18:59 PM
Ethan Brown	Miller Gen Draft 24 pk cn	(1)	(\$19.99)	415024	2	06/18/2016 7:18:59 PM
Ethan Brown	Miller Gen Draft 24 pk cn	(1)	(\$19.99)	415024	2	06/18/2016 7:18:59 PM
Ethan Brown	Coors Light 24 pk cn	(1)	(\$19.99)	415024	2	06/18/2016 7:18:59 PM
Ethan Brown	Coors Light 24 pk cn	(1)	(\$19.99)	415024	2	06/18/2016 7:18:59 PM
Ethan Brown	Coors Light 24 pk cn	(1)	(\$19.99)	415024	2	06/18/2016 7:18:59 PM
Ethan Brown	Miller High Life Lt 24 cn	(1)	(\$16.99)	415024	2	06/18/2016 7:18:59 PM
Ethan Brown	Miller High Life Lt 24 cn	(1)	(\$16.99)	415024	2	06/18/2016 7:18:59 PM
Ethan Brown	Miller Lite 24 pk cn	(1)	(\$19.99)	415024	2	06/18/2016 7:18:59 PM
Ethan Brown	Miller Lite 24 pk cn	(1)	(\$19.99)	415024	2	06/18/2016 7:18:59 PM
Ethan Brown	Bud Light 24 pk Can	(1)	(\$19.99)	415024	2	06/18/2016 7:18:59 PM
Ethan Brown	Keg Deposit	(1)	(\$30.00)	415058	2	06/18/2016 8:24:49 PM
Ethan Brown	Mich Golden Light 24 pk cn	(1)	(\$16.99)	415362	2	06/21/2016 4:31:14 PM
Ethan Brown	4 Loka Seasonal	(1)	(\$2.49)	416549	2	06/25/2016 8:20:18 PM
Ethan Brown	House Wine Pinot Grigio 3L	(1)	(\$14.39)	416930	2	06/28/2016 8:32:48 PM
Josh Mergen	4 Loka UVA Grape	(1)	(\$2.49)	413831	2	06/13/2016 7:13:08 PM
Josh Mergen	Mich Golden Light 24 pk cn	(1)	(\$16.99)	415134	2	06/20/2016 1:31:14 PM
Josh Mergen	Bud Light 24 pk Can	(1)	(\$16.99)	415134	2	06/20/2016 1:31:14 PM
Josh Mergen	Bud 24 pk Can	(1)	(\$16.99)	415134	2	06/20/2016 1:31:14 PM
Josh Mergen	Bud 24 pk Can	(1)	(\$16.99)	415134	2	06/20/2016 1:31:14 PM
Josh Mergen	Bud 24 pk Can	(1)	(\$16.99)	415134	2	06/20/2016 1:31:14 PM
Josh Mergen	Mich Ultra 12 pk btl	(1)	(\$12.99)	416310	2	06/25/2016 1:21:08 PM
Whitney Muetzel	Third Street MN Gold 12 pk	(1)	(\$11.99)	411500	2	06/02/2016 9:13:10 PM
William Ludwig	Keg Deposit	(1)	(\$30.00)	412974	2	06/10/2016 1:53:54 PM
William Ludwig	Keg Deposit	(1)	(\$30.00)	412974	2	06/10/2016 1:53:54 PM
William Ludwig	Tapper Deposit	(1)	(\$50.00)	412975	2	06/10/2016 1:55:48 PM
William Ludwig	Mich Golden Light 12 pk btl	(1)	(\$9.89)	417061	2	06/29/2016 4:51:41 PM
William Ludwig	Mich Golden Light 12 pk btl	(1)	(\$10.99)	417065	2	06/29/2016 4:55:21 PM
William Ludwig	Mich Ultra 12 pk btl	(1)	(\$12.99)	417200	2	06/30/2016 1:10:35 PM
<b>Total</b>		<b>(50)</b>	<b>(\$678.81)</b>			

### Post Voids Detail

<u>Cashier</u>	<u>Product description</u>	<u>Qty</u>	<u>Sold price</u>	<u>T #</u>	<u>Reg #</u>	<u>Date/Time</u>
April Mathies	Mich Golden Light 24 pk Bottle	(1)	(\$21.99)	412713	2	06/09/2016 12:37:15 PM
April Mathies	Smokin' G Mint Blend	(1)	(\$11.99)	414376	2	06/17/2016 10:17:02 AM
April Mathies	Smokin' G Mint Blend	(1)	(\$11.99)	414376	2	06/17/2016 10:17:02 AM
April Mathies	Gambler Gold King Size Tubes	(1)	(\$2.49)	414376	2	06/17/2016 10:17:02 AM
April Mathies	Phillips Canadian Whiskey 1.75	(1)	(\$17.99)	416518	1	06/25/2016 6:56:08 PM
April Mathies	Online Lotto Sale	(10)	(\$10.00)	416518	1	06/25/2016 6:56:08 PM
Jean Nichols	Not Your Fathers Ginger Ale	(1)	(\$11.99)	414587	2	06/17/2016 5:52:07 PM
Jean Nichols	Rex Goliath Free Red 1.5L	(1)	(\$9.99)	415615	2	06/22/2016 9:07:13 PM
Jean Nichols	Rex Goliath Sauv/Blanc 1.5L	(1)	(\$9.99)	415615	2	06/22/2016 9:07:13 PM
Kristin Desm	Coors Light 24 pk cn	(1)	(\$19.99)	414821	1	06/18/2016 1:31:54 PM
Kristin Desm	Palm Breeze Ruby Red Citrus	(1)	(\$7.99)	414821	1	06/18/2016 1:31:54 PM
Trevor Thompson	Stella Artois Cidre 6 pk bt	(1)	(\$9.99)	414934	1	06/18/2016 4:39:05 PM
Trevor Thompson	House Wine Pinot Grigio 3L	(1)	(\$15.99)	414934	1	06/18/2016 4:39:05 PM
Trevor Thompson	Bud 24 Bottle	(1)	(\$21.99)	417102	1	06/29/2016 6:03:27 PM
Whitney Muetzel	Bud Light 24 pk Can	(1)	(\$16.99)	417376	2	06/30/2016 8:52:35 PM
Whitney Muetzel	Surly Furious	(1)	(\$10.34)	417376	2	06/30/2016 8:52:35 PM
Whitney Muetzel	99 Blackberry 50ml	(1)	(\$0.99)	417388	2	06/30/2016 9:19:24 PM
Whitney Muetzel	99 Blackberry 50ml	(1)	(\$0.99)	417388	2	06/30/2016 9:19:24 PM
Whitney Muetzel	99 Blackberry 50ml	(1)	(\$0.99)	417388	2	06/30/2016 9:19:24 PM
Whitney Muetzel	99 Blackberry 50ml	(1)	(\$0.99)	417388	2	06/30/2016 9:19:24 PM
Whitney Muetzel	99 Blackberry 50ml	(1)	(\$0.99)	417388	2	06/30/2016 9:19:24 PM
Whitney Muetzel	99 Blackberry 50ml	(1)	(\$0.99)	417388	2	06/30/2016 9:19:24 PM
Whitney Muetzel	99 Blackberry 50ml	(1)	(\$0.99)	417388	2	06/30/2016 9:19:24 PM
William Ludwig	Mich Golden Light 12 pk cn	(1)	(\$10.99)	412329	2	06/07/2016 3:30:43 PM
William Ludwig	Bud Light Raz-Rita 8oz Sing	(3)	(\$2.97)	412336	2	06/07/2016 3:40:59 PM
William Ludwig	99 Blackberry 50ml	(5)	(\$4.95)	412382	2	06/07/2016 5:18:22 PM
William Ludwig	Summit Extra Pale Ale 12 pk btl	(1)	(\$14.99)	412393	2	06/07/2016 5:29:48 PM
William Ludwig	McMasters 1.75 Ltr	(1)	(\$15.99)	414194	2	06/16/2016 1:22:48 PM
William Ludwig	Miller High Life 24 pk cn	(1)	(\$16.99)	414194	2	06/16/2016 1:22:48 PM
William Ludwig	Kinky Pink Liquor 750ml	(1)	(\$19.99)	414194	2	06/16/2016 1:22:48 PM
William Ludwig	Barefoot Red Moscato 1.5 L	(6)	(\$47.94)	416773	2	06/28/2016 12:17:07 PM
William Ludwig	Mr Boston Five Star 1.75 Ltr	(1)	(\$15.99)	416773	2	06/28/2016 12:17:07 PM
William Ludwig	Windsor 1.75 Ltr	(1)	(\$18.99)	416984	2	06/29/2016 1:46:23 PM
William Ludwig	Windsor 1.75 Ltr	(1)	(\$18.99)	416984	2	06/29/2016 1:46:23 PM
William Ludwig	Bud Light Platinum 12 pk btl	(1)	(\$13.49)	416984	2	06/29/2016 1:46:23 PM
William Ludwig	Jameson Irish Wh Ltr	(1)	(\$28.99)	416984	2	06/29/2016 1:46:23 PM
<b>Total</b>		<b>(56)</b>	<b>(\$449.89)</b>			

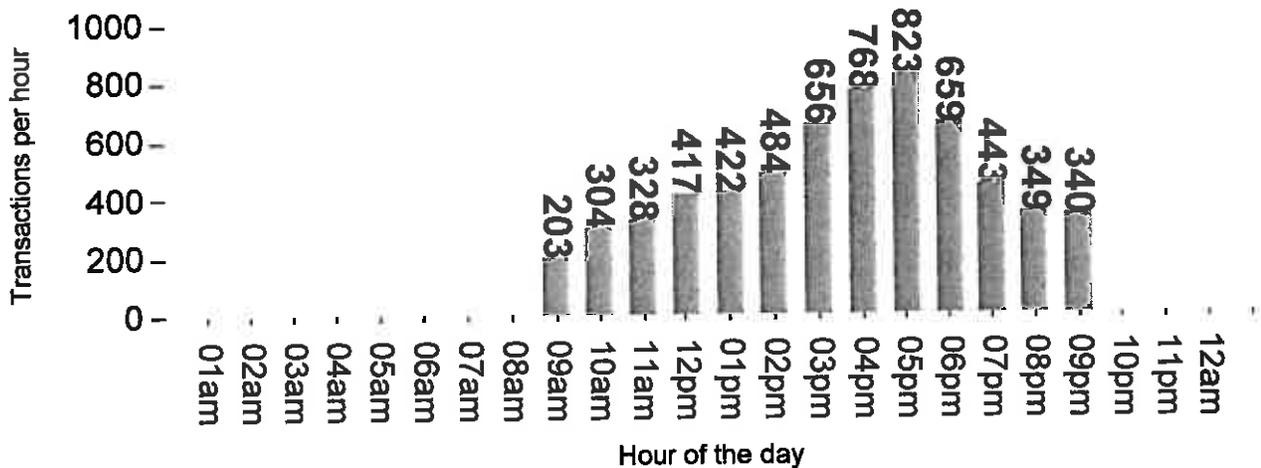
### Negative Item Detail

<u>Cashier</u>	<u>Product description</u>	<u>Qty</u>	<u>Sold price</u>	<u>T #</u>	<u>Reg #</u>	<u>Date/Time</u>
April Mathies	Scratch Off Payout	1.00	(\$1.00)	411519	2	06/03/2016 10:14:08 AM
April Mathies	Scratch Off Payout	1.00	(\$1.00)	412253	2	06/06/2016 7:49:42 PM
April Mathies	Scratch Off Payout	1.00	(\$1.00)	412693	2	06/09/2016 10:45:30 AM
April Mathies	Scratch Off Payout	30.00	(\$30.00)	412703	2	06/09/2016 11:49:30 AM
April Mathies	Scratch Off Payout	2.00	(\$2.00)	412707	2	06/09/2016 12:13:44 PM
April Mathies	Scratch Off Payout	4.00	(\$4.00)	412748	2	06/09/2016 3:40:03 PM
April Mathies	Online Lotto Payout	3.00	(\$3.00)	412748	2	06/09/2016 3:40:03 PM
April Mathies	Scratch Off Payout	40.00	(\$40.00)	413537	1	06/11/2016 4:28:02 PM
April Mathies	Scratch Off Payout	4.00	(\$4.00)	413613	1	06/11/2016 6:38:15 PM

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April Mathies	Scratch Off Payout	10.00	(\$10.00)	413010	1	06/17/2016 6:40:13 PM
April Mathies	Scratch Off Payout	2.00	(\$2.00)	414412	2	06/17/2016 12:35:01 PM
April Mathies	Scratch Off Payout	6.00	(\$6.00)	414497	2	06/17/2016 3:47:28 PM
April Mathies	Online Lotto Payout	4.00	(\$4.00)	414500	2	06/17/2016 3:50:55 PM
April Mathies	Scratch Off Payout	15.00	(\$15.00)	415668	2	06/23/2016 1:49:09 PM
April Mathies	Scratch Off Payout	6.00	(\$6.00)	415679	2	06/23/2016 2:32:36 PM
April Mathies	Scratch Off Payout	3.00	(\$3.00)	415715	2	06/23/2016 4:14:41 PM
April Mathies	Scratch Off Payout	13.00	(\$13.00)	415721	2	06/23/2016 4:34:38 PM
April Mathies	Scratch Off Payout	12.00	(\$12.00)	415738	2	06/23/2016 5:14:56 PM
April Mathies	Scratch Off Payout	8.00	(\$8.00)	415905	2	06/24/2016 2:49:14 PM
April Mathies	Online Lotto Payout	2.00	(\$2.00)	416507	1	06/25/2016 6:39:01 PM
April Mathies	Scratch Off Payout	15.00	(\$15.00)	416650	2	06/27/2016 3:35:20 PM
Ethan Brown	Scratch Off Payout	5.00	(\$5.00)	411723	2	06/03/2016 6:15:53 PM
Ethan Brown	Scratch Off Payout	13.00	(\$13.00)	411730	2	06/03/2016 6:28:39 PM
Ethan Brown	Scratch Off Payout	9.00	(\$9.00)	412045	2	06/04/2016 6:25:28 PM
Ethan Brown	Scratch Off Payout	1.00	(\$1.00)	413646	2	06/11/2016 7:50:14 PM
Ethan Brown	Scratch Off Payout	3.00	(\$3.00)	415342	2	06/21/2016 3:50:38 PM
Ethan Brown	Scratch Off Payout	6.00	(\$6.00)	415346	2	06/21/2016 3:59:58 PM
Ethan Brown	Scratch Off Payout	2.00	(\$2.00)	415348	2	06/21/2016 4:04:02 PM
Ethan Brown	Online Lotto Payout	2.00	(\$2.00)	415368	2	06/21/2016 4:37:18 PM
Ethan Brown	Scratch Off Payout	7.00	(\$7.00)	415447	2	06/21/2016 9:17:06 PM
Ethan Brown	Scratch Off Payout	2.00	(\$2.00)	416454	2	06/25/2016 5:08:09 PM
Jean Nichols	Scratch Off Payout	26.00	(\$26.00)	413303	2	06/11/2016 9:44:30 AM
Jean Nichols	Scratch Off Payout	3.00	(\$3.00)	413466	2	06/11/2016 2:32:25 PM
Jean Nichols	Scratch Off Payout	60.00	(\$60.00)	414281	2	06/16/2016 5:36:01 PM
Jean Nichols	Online Lotto Payout	15.00	(\$15.00)	416275	1	06/25/2016 12:39:16 PM
Jean Nichols	Scratch Off Payout	1.00	(\$1.00)	417122	2	06/29/2016 7:02:51 PM
Jean Nichols	Scratch Off Payout	1.00	(\$1.00)	417128	2	06/29/2016 7:37:53 PM
Josh Mergen	Online Lotto Payout	1.00	(\$1.00)	411275	2	06/01/2016 5:26:43 PM
Josh Mergen	Scratch Off Payout	5.00	(\$5.00)	411285	2	06/01/2016 6:06:46 PM
Josh Mergen	Scratch Off Payout	5.00	(\$5.00)	411309	2	06/01/2016 7:32:25 PM
Josh Mergen	Scratch Off Payout	6.00	(\$6.00)	411894	2	06/04/2016 1:47:07 PM
Josh Mergen	Scratch Off Payout	2.00	(\$2.00)	412461	2	06/08/2016 9:13:19 AM
Josh Mergen	Scratch Off Payout	5.00	(\$5.00)	412497	2	06/08/2016 1:09:53 PM
Josh Mergen	Scratch Off Payout	5.00	(\$5.00)	412506	2	06/08/2016 1:42:38 PM
Josh Mergen	Scratch Off Payout	2.00	(\$2.00)	412507	2	06/08/2016 1:44:18 PM
Josh Mergen	Scratch Off Payout	80.00	(\$80.00)	412803	2	06/09/2016 5:26:14 PM
Josh Mergen	Scratch Off Payout	22.00	(\$22.00)	412812	2	06/09/2016 5:42:42 PM
Kristin Desm	Scratch Off Payout	15.00	(\$15.00)	413317	1	06/11/2016 10:20:55 AM
Trevor Thompson	Scratch Off Payout	3.00	(\$3.00)	412656	2	06/08/2016 8:35:56 PM
Trevor Thompson	Scratch Off Payout	5.00	(\$5.00)	412670	2	06/08/2016 9:26:54 PM
Trevor Thompson	Scratch Off Payout	3.00	(\$3.00)	415556	1	06/22/2016 5:15:01 PM
Trevor Thompson	Scratch Off Payout	5.00	(\$5.00)	415582	1	06/22/2016 6:30:50 PM
Trevor Thompson	Scratch Off Payout	10.00	(\$10.00)	416029	2	06/24/2016 5:40:29 PM
Trevor Thompson	Scratch Off Payout	5.00	(\$5.00)	416068	2	06/24/2016 6:43:55 PM
Whitney Muetzel	Scratch Off Payout	2.00	(\$2.00)	414824	2	06/18/2016 1:39:06 PM
William Ludwig	Scratch Off Payout	2.00	(\$2.00)	411250	2	06/01/2016 3:57:21 PM
William Ludwig	Online Lotto Payout	1.00	(\$1.00)	411397	2	06/02/2016 4:03:45 PM
William Ludwig	Scratch Off Payout	3.00	(\$3.00)	412174	2	06/06/2016 3:54:54 PM
William Ludwig	Scratch Off Payout	1.00	(\$1.00)	412275	2	06/07/2016 9:20:47 AM
William Ludwig	Scratch Off Payout	4.00	(\$4.00)	412282	2	06/07/2016 9:56:09 AM

William Ludwig	Scratch Off Payout	3.00	(\$3.00)	712727	2	06/10/2016 11:10:02 PM
William Ludwig	Scratch Off Payout	14.00	(\$14.00)	413858	2	06/14/2016 10:08:37 AM
William Ludwig	Scratch Off Payout	10.00	(\$10.00)	414245	2	06/16/2016 4:32:31 PM
William Ludwig	Scratch Off Payout	8.00	(\$8.00)	417057	2	06/29/2016 4:48:02 PM
William Ludwig	Scratch Off Payout	10.00	(\$10.00)	417325	2	06/30/2016 5:54:42 PM
<b>Total</b>		<b>575.00</b>	<b>(\$575.00)</b>			



## Jennifer Welling

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**From:** Renee Eckerly  
**Sent:** Friday, July 01, 2016 12:08 PM  
**To:** Jennifer Welling  
**Subject:** FW: Speed Limit Request along CSAH 85/Business 23

Update for Council

Renee Eckerly  
City Administrator – Economic Development Director  
221 Washburne Avenue  
Paynesville MN 56362  
(320) 243-3714 ext. 227

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**From:** Teich, Jodi [mailto:[Jodi.Teich@co.stearns.mn.us](mailto:Jodi.Teich@co.stearns.mn.us)]  
**Sent:** Friday, July 01, 2016 11:11 AM  
**To:** Renee Eckerly  
**Subject:** Speed Limit Request along CSAH 85/Business 23

Renee, I just wanted to drop a quick note to let you know I received the request to lower the speed limit along CSAH 85 on the east side of Paynesville. Any speed zone change needs to be authorized by MnDOT after completion of a speed study. I will take this to the county board on July 12 to have them make the official request of MnDOT. Just a forewarning that the speed studies are taking quite a while to get done lately, but we'll do our part to keep it moving forward. Have a great 4<sup>th</sup> of July weekend.

Jodi L. Teich, P.E.  
Stearns County Engineer  
455 28th Avenue South  
Waite Park, MN 56387  
Phone: (320) 255.6180  
Fax: (320) 255.6186  
[jodi.teich@co.stearns.mn.us](mailto:jodi.teich@co.stearns.mn.us)



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SINCE 1913

## Memorandum

To: Mayors of Minnesota Cities

From: Gary Carlson, Director, Intergovernmental Relations, League of Minnesota Cities

Date: June 29, 2016

Re: League of Minnesota Cities Legislators of Distinction for 2016

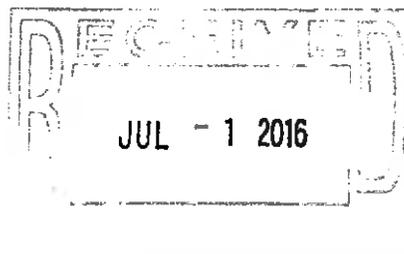
Representative Jeff Howe, who represents your city at the state legislature, has been selected as a League of Minnesota Cities Legislator of Distinction for 2016. The League's Board of Directors recognized a total of 31 legislators this year, including 15 House members and 16 Senate members, for their actions and leadership on a wide variety of legislative issues of importance to cities across our state. The enclosed letter describes the specific reasons your legislator was chosen for this recognition. A copy of this letter was sent to your legislator several days ago.

Please share this recognition with your city council and the public at your next council meeting. We also encourage you to share this information with your local newspaper. Publicly acknowledging legislators for their support of city-friendly legislation helps to continue strengthening the partnership between state and local government officials in Minnesota.

If you have any questions, please feel free to contact Laura Ziegler, Senior IGR Liaison at the League of Minnesota Cities at [liaison@lmc.org](mailto:liaison@lmc.org), (651) 281-1267, or toll-free at 800-925-1122. To read the complete list of all 31 legislators who received this designation, see the *Cities Bulletin* article online at [www.lmc.org/lod](http://www.lmc.org/lod).

Thank you, in advance, for your consideration and your support of the League's Legislators of Distinction recognition program.

Enclosure





CONNECTING & INNOVATING  
SINCE 1913

June 24, 2016

The Honorable Jeff Howe  
527 State Office Building  
St. Paul MN 55155-1298

Dear Representative Howe,

On behalf of our 832 member cities, I want to thank you for your efforts this past legislative session and to recognize you as a League of Minnesota Cities Legislator of Distinction for 2016.

League staff and member city officials appreciate your accessibility and your consultation with us on legislation affecting cities. Specifically, thank you for your work over many sessions to improve the Veterans Preference Act. Our members appreciate you authoring legislation that will significantly benefit both veteran employees and county and city employers. Your commitment, on behalf of both veterans and municipalities, to find a solution despite opposition and difficulty is highly valued and deserving of this recognition.

Our members know that in order to be successful in serving our common constituents, state and city officials must work together as partners to reach solutions that meet the unique needs of rural, suburban, and urban communities all across Minnesota. City leaders also understand that without the support of legislative leaders like you, this state-local partnership would not be possible.

To acknowledge your contributions last session, mayors of each city in your legislative district will receive notification of your recognition. A press release will also be issued to media in your area. City officials and League staff look forward to continuing to work with you in the future.

Sincerely,

Rhonda Pownell  
Councilmember, City of Northfield  
President, League of Minnesota Cities

Enclosure

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# Paynesville Community Solar Garden

June 30, 2016

CITY OF PAYNESVILLE  
221 WASHBURNE AVE  
PAYNESVILLE MN 56362-1642

Dear CITY OF PAYNESVILLE,

My name is Neal Poteet, and I am the general manager for BHE Renewables, the owner of the **Paynesville Community Solar Garden** in Stearns County, MN. BHE Renewables wants to express our gratitude for your support and excitement for the Paynesville Community Solar Garden. Community members and landowners are important to the project's success, and we're looking forward to working closely with you.

Construction on the Paynesville Community Solar Garden site is anticipated to begin in mid-July. The start of construction marks the end of the development phase of the project, and as a result, Geronimo Energy, who has been providing development services for the project, will be exiting the project. During the transition, we want to ensure that you are informed and comfortable regarding the project's timeline and construction activity that is about to take place. Below are details regarding the construction phase of the project.

## **Project Contractor: M+W Group**

M+W Energy – a subsidiary of the M+W Group -- is a global leader in the design, engineering and construction of photovoltaic power plants. It has extensive in-house technical resources combining process, mechanical and electrical engineering, technology integration, lean construction and commissioning expertise. The company operates in 30 countries worldwide. M+W has selected Hunt Electric Corporation from St. Paul to perform general contractor duties.

## **Project Location**

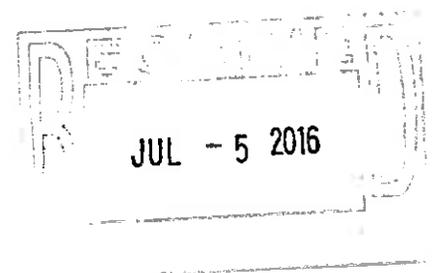
- The Paynesville Community Solar Garden is located at 18982 23<sup>rd</sup> Ave, Paynesville, MN, half a mile north of the intersection of 293<sup>rd</sup> Ave and 185th Street.

## **Construction Timeline**

- *Anticipated Start Date:* July 2016
- *Anticipated End Date:* December 2016

## **Major Construction Stages and Estimated Timelines**

- *Civil Work, including site clearing, grubbing and minor grading:* July and August
- *Structural and Electrical work:* August and September
- *Module and Inverter Install:* September and October
- *Testing and Commissioning:* October through December



# Paynesville Community Solar Garden

## Permit Information

- The Paynesville Community Solar Garden will adhere and follow the rules as outlined in the Conditional Use Permit from the township.

## Safety/ Emergency Contact Information

Eric Chatfield, Project Manager  
M+W Group  
Email: Eric.Chatfield@mwgroup.net  
Tel: +1 (480) 469-2957

## About BHE Renewables

BHE Renewables is a wholly owned subsidiary of Berkshire Hathaway Energy and is headquartered in Des Moines, Iowa. Since 2011, BHE Renewables has invested extensively in solar, wind, geothermal and hydro projects. As a long-term owner of assets, the company's photovoltaic solar projects include the 550-megawatt Topaz Solar Farms in San Luis Obispo County, Calif.; the 586-megawatt Solar Star projects, two projects co-located in Kern and Los Angeles counties in California; a 49 percent ownership interest in the 290-megawatt Agua Caliente project in Yuma County, Ariz.; and a portfolio of Minnesota solar project developments. More information is available at [www.bherenewables.com](http://www.bherenewables.com).

If you have questions about the project team or construction details, do not hesitate to contact me using the information provided below in my signature. Once again, thank you for your support. We look forward to working with you as the Paynesville Community Solar Garden moves into construction and operation!

Sincerely,



Neal Poteet  
BHE Renewables  
805.835.8856  
[npoteet@bherenewables.com](mailto:npoteet@bherenewables.com)



Tena Monson  
Geronimo Energy  
952.641.4037  
[tena@geronimoenergy.com](mailto:tena@geronimoenergy.com)

