REGULAR CITY COUNCIL MEETING
CITY HALL COUNCIL CHAMBERS
NOVEMBER 14, 2016
6:00 P.M.

AGENDA

I. CALL TO ORDER
II. PLEDGE OF ALLEGIANCE
III. COUNCIL ACTIVITY REPORTS
IV. DEPARTMENT HEAD REPORT(S) – None
V. CONSENT AGENDA
   A. Minutes (page 1) – Special Airport Commission (2), City Hall Front Counter, Budget & Finance, and Liquor Board (2)
   B. Vouchers (page 2)
   C. MRWA SDWA Training Session (page 4)

VI. NEW BUSINESS
   A. Loan For 2017 Improvement Construction Fund 528 (page 6)
   B. Canvassing Election & Announcing Results of Mayor & City Council (page 7)
   C. City Hall Front Counter Reconfiguration - Architect Proposal (page 9)
   D. Airport Fuel Price Policy (page 14)
   E. Emergency Siren Quotes (page 15)
   F. Golf Cart Ordinance Amendment (page 21)
   G. Resignation Of Customer Service Specialist & Contract Services (page 22)

VII. OLD BUSINESS
   A. VOC - Water Treatment Plant (page 23)
   B. City Property Plat – Name (page 27)

VIII. INFORMATIONAL
   A. October Police Report (page 28)
   B. Morgan Stanley Investment Report (page 33)
   C. Initiative Foundation – Thank You (page 35)
   D. Stearns Co. Environmental Office – Public Hearing Notice (page 36)
   E. October Liquor Store Report (page 37)
   F. Kwik Trip – Offer To Purchase Letter (page 43)

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: November 14, 2016

Agenda Section: Consent Agenda

Originating Department: Administration

Item Number: V – A

ITEM DESCRIPTION: Minutes

Prepared by: Staff

COMMENTS:
Please review the minutes from the following meetings:

Meeting	Emailed
May 23, 2016 Special Airport Commission	5-31-16
April 25, 2016 Special Airport Commission	5-26-16
October 3, 2016 City Hall Front Counter	10-24-16
July 7, 2015 Budget & Finance Committee	8-30-15
September 21, 2016 Liquor Board	10-26-16
October 4, 2016 Liquor Board	10-24-16

ADMINISTRATOR COMMENTS:

COMMITTEE/COUNCIL ACTION:

Motion to approve the minutes from the following meetings:

May 23, 2016 Special Airport Commission	5-31-16
April 25, 2016 Special Airport Commission	5-26-16
October 3, 2016 City Hall Front Counter	10-24-16
July 7, 2015 Budget & Finance Committee	8-30-15
September 21, 2016 Liquor Board	10-26-16
October 4, 2016 Liquor Board	10-24-16

REQUEST FOR COMMITTEE/COUNCIL ACTION

COMMITTEE/COUNCIL NAME: City Council

Committee/Council Meeting Date: November 14, 2016

Originating Department: Administration

Agenda Section: Consent

Item Number: V-B

ITEM DESCRIPTION: Vouchers

Prepared by: Alice McColley

COMMENTS:

Please review the following vouchers:

10/27/2016	Payroll Checks	93673-93677	$4,507.89
10/27/2016	Payroll Taxes	93678-93681	$1,196.88
10/27/2016	Payroll Direct Deposit		$20,271.12
10/27/2016	Payroll - Fed		$6,710.36
10/27/2016	Payroll - State		$1,277.25
10/27/2016	Payroll - TASC		$346.13
10/27/2016	Payroll - PERA		$6,554.90
10/27/2016	Payroll - SELECT		$317.70
10/27/2016	Payroll - Blue Cross		$5,508.03
10/27/2016	Payroll - AFLAC		$139.41
10/27/2016	Payroll - Lincoln		$430.93
11/10/2016	Payroll Checks	93682-93686	$4,568.76
11/10/2016	Payroll Taxes	93687-93690	$1,185.96
11/10/2016	Payroll Direct Deposit		$19,289.31
11/10/2016	Payroll - Fed		$6,437.38
11/10/2016	Payroll - State		$1,223.20
11/10/2016	Payroll - TASC		$346.13
11/10/2016	Payroll - PERA		$6,355.09
11/10/2016	Payroll - SELECT		$317.70
11/10/2016	Payroll - Blue Cross		$5,199.77
11/10/2016	Payroll - AFLAC		$139.41
11/09/2016	Vouchers	93691-93765	$1,164,248.46
		TOTAL	**$1,256,571.77**

ADMINISTRATOR COMMENTS:

COMMITTEE/COUNCIL ACTION:

Motion to approve the following vouchers:

10/27/2016	Payroll Checks	93673-93677	$4,507.89
10/27/2016	Payroll Taxes	93678-93681	$1,196.88
10/27/2016	Payroll Direct Deposit		$20,271.12
10/27/2016	Payroll - Fed		$6,710.36
10/27/2016	Payroll - State		$1,277.25
10/27/2016	Payroll - TASC		$346.13
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10/27/2016	Payroll - SELECT		$317.70
10/27/2016	Payroll - Blue Cross		$5,508.03
10/27/2016	Payroll - AFLAC		$139.41
10/27/2016	Payroll - Lincoln		$430.93
11/10/2016	Payroll Checks	93682-93686	$4,568.76
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11/10/2016	Payroll - TASC		$346.13
11/10/2016	Payroll - PERA		$6,355.09
11/10/2016	Payroll - SELECT		$317.70
11/10/2016	Payroll - Blue Cross		$5,199.77
11/10/2016	Payroll - AFLAC		$139.41
11/09/2016	Vouchers	93691-93765	$1,164,248.46
		TOTAL	**$1,256,571.77**

REQUEST FOR COMMITTEE/COUNCIL ACTION

COMMITTEE/COUNCIL NAME: City Council

Committee/Council Meeting Date: November 14, 2016

Agenda Section: Consent

Originating Department: Public Works

Item Number: V - C

ITEM DESCRIPTION: MRWA SDWA Training Session

Prepared by: Staff

COMMENTS:

Lee Schleper and Ron Mergen are interested in attending the MN Rural Water Association (MRWA) Sate Drinking Water Act (SDWA) Training Session in Waite Park, MN on November 30, 2016. There is no registration free; however, there will be mileage, meals, and staff time.

ADMINISTRATOR COMMENTS:

COMMITTEE/COUNCIL ACTION:

Motion to approve the attendance of Lee Schleper and Ron Mergen to the MN Rural Water Association (MRWA) Sate Drinking Water Act (SDWA) Training Session in Waite Park, MN on November 30, 2016.

4

MRWA SDWA Training Session

November 30, 2016
SDWA Training

Safe Drinking Water Act Compliance Training

8:00am **Understand the Revised Total Coliform Rule and Groundwater Rule**

**Water Distribution System: learn how to properly install distribution system products and understand the importance of using proper equipment so you don't void the factory warranty.*

**Cross Connection Prevention: discover the importance of having a valve program to prevent cross connections during a meter change-out or water main break.*

**Water System Wells: review well drilling techniques, well operation and maintenance, and the importance of an annual inspection of your wells.*

**Water System Sampling: learn about the importance of proper sampling techniques and understanding the proper laboratory techniques to get the best sampling results.*

**Water Reservoirs: see how to keep your water reservoir mixed and turning-over and how to keep your reservoir mixed to maintain proper chlorine residuals. Reservoir cleaning, mixing, and maintenance is all an importance part of your job.*

12:00pm **Lunch - (On Your Own)**

1:00pm **Understand the Revised Total Coliform Rule and Groundwater Rule** ***continued***

**Water Treatment Facility Hazard Recognition: understand the rules, regulations, and requirements of Minnesota OSHA. Don't let slips, trips, and falls 'trip' you up.*

**Security Intelligence Sharing: discover what to look for in criminal acts and terrorism in the water industry. Learn about the 'If you See Something, Say Something!' campaign.*

**Water System: review municipal backflow and cross connections update, water certification updates, and water issues in Minnesota.*

4:00pm **End of Day**

City of Waite Park
City Hall (Lower Level)
19 13th Ave. N. & Division St.
Waite Park, MN

About the Class:

Get valuable information you need from our expert trainers to maintain compliance with the Safe Drinking Water Act (SDWA) and state regulations.

Technical assistance to address compliance issues is available from Minnesota Rural Water Association at no cost.

Support Minnesota Rural Water Association
Training | Technical Assistance

6 certification hours | FREE of charge!

To Register: call: 800-367-6792 or online at: www.mrwa.com (use the training calendar fast track menu).

***Instructors**: E.H. Renner & Sons, Inc.; Hach Company; Minnesota Fusion Center; Minnesota OSHA; Mueller Company; Water Tower Clean & Coat, Inc.; and Minnesota Rural Water Association.*

This training is brought to you through a grant by the National Rural Water Association and US EPA.

Attend this session and learn how to keep your water system in compliance with state and federal drinking water regulations!

REQUEST FOR COMMITTEE/COUNCIL ACTION

COMMITTEE/COUNCIL NAME: City Council

Committee/Council Meeting Date: November 14, 2016

Agenda Section: New Business

Originating Department: Administration

Item Number: VI - A

ITEM DESCRIPTION: Loan for 2017 Improvement Construction Fund 528

Prepared by: Belinda

COMMENTS:

There have been invoices received for the 2017 improvement Construction Fund 528. In order to avoid negative interest it is recommended to loan $120,000 from General Fund 100 reserves to 2017 Improvement Construction Fund 528 to be repaid when the project has been bonded.

ADMINISTRATOR COMMENTS:

COMMITTEE/COUNCIL ACTION:

Motion to loan $120,000 from the General Fund 100 reserves to the 2017 Improvement Construction Fund 528.

6

REQUEST FOR COMMITTEE/COUNCIL ACTION

COMMITTEE/COUNCIL NAME: City Council

Committee/Council Meeting Date: November 14, 2016

Agenda Section: New Business

Originating Department: Administration

Item Number: VI - B

ITEM DESCRIPTION: Canvassing Election & Announcing Results Of Mayor & City Council

Prepared by: Renee Eckerly, City Administrator

COMMENTS:

Please review Resolution 2016-26 Canvassing Election & Announcing Results of City Mayor and City Council.

ADMINISTRATOR COMMENTS:

COMMITTEE/COUNCIL ACTION:

Motion to approve Resolution 2016-26 Canvassing Election & Announcing Results of City Mayor and City Council.

RESOLUTION 2016-26
CANVASSING ELECTION AND ANNOUNCING RESULTS OF
CITY MAYOR AND CITY COUNCIL
NOVEMBER 14, 2016

BE IT RESOLVED by the City Council of the City of Paynesville, Minnesota, that it is hereby found and determined that at the General Election in the City of Paynesville on November 8, 2016, to vote on the following:

1. **Mayor:**

CANDIDATE	NUMBER OF VOTES
Jeff Thompson	1031
Write-In Candidate – Various	37

2. **City Council:**

CANDIDATE	NUMBER OF VOTES
Boyd A. Hengel	260
Jason W. Smith	68
Alicia LaBeau	357
Len Gilmore	624
Bill Fuchs	243
Paul Thielen	221
Gene Beavers	318
Write-In Candidate – Various	7

Adopted by the City Council of the City of Paynesville this 14th day of November, 2016.

_____
Jeff Thompson, Mayor

ATTEST:

_____
Renee Eckerly
City Administrator

REQUEST FOR COMMITTEE/COUNCIL ACTION

COMMITTEE/COUNCIL NAME: City Council

Committee/Council Meeting Date: November 14, 2016

Agenda Section: New Business

Originating Department: Administration

Item Number: VI - C

ITEM DESCRIPTION: City Hall Front Counter Reconfiguration – Architect Proposal

Prepared by: Staff

COMMENTS:

Please review the attached proposal from Negen Associates for architect services for front counter security in the amount $8,500.00 (billed on an hourly rate) plus any reimbursable expenses.

ADMINISTRATOR COMMENTS:

COMMITTEE/COUNCIL ACTION:

Motion to approve the proposal from Negen Associates for architect services for front counter security in the amount $8,500.00 (billed on an hourly rate) plus any reimbursable expenses.

NEGEN ASSOCIATES
Architecture | Interior Design | Planning

700 41st Avenue North
St. Cloud, MN 56303
320.251.3304 Telephone
lisa@negenarchitects.com

PROPOSAL

Date: October 26, 2016

Client: Renee Eckerly
City Administrator
221 Washburne Avenue
Paynesville, MN 56362

Project: **Paynesville City Office – Front Counter Renovation**
Paynesville, MN

Proposed Project Assumptions

Project includes renovation of the front customer counter in the City Office to increase security for City staff.

Scope of Services

Services to include complete architectural design services provided in the following phases:

Schematic Design Phase

Schematic Design involves establishing a program that defines the functions and sizes for the design project.

Design Development Phase

Design Development refines floor plan and elevations with attention to special features.

- Regular meetings/communication with the project team.
- Coordinate with code officials as needed for regulatory approvals.
- Review and approval of Design Development drawings.

Construction Documents Phase

Construction drawings detail the final design for construction.

- Regular meetings/communication with project team.
- Coordinate documentation from all design disciplines under our contract and the Owner's consultants.
- Plan review meeting to coordinate architectural documents with the Owner at midway point of Construction Documents phase.
- Meet with the Owner to finalize value engineering and enhancement alternates. This is to be done prior to the midway point of the completion of Construction Documents.
- Specify selections for all interior colors and finishes of casework and present to committee for approval of finish selections.
- Complete the architectural plans and specifications.

Bidding and Negotiation

During the bidding phase, we will provide clarifications and issue Addenda as necessary. We also consult with the Owner regarding preferred subcontractors, possible material substitutions, and contractual arrangements.

- Procure the reproduction of the bidding documents.
- Distribute the bidding documents to prospective bidders.

- Maintain a log of bid document distribution.
- Prepare responses to questions from prospective bidders and provide clarifications and interpretations in of the bidding documents in the form of addenda.
- Organize and conduct the opening of the bids and subsequent tabulation and distribution of the bid results.

Construction Administration

During construction, we will approve materials and procedures. We will observe construction and work with the Contractor to solve problems that may come up. We will review pay applications and verify status of work complete. Finally, we will inspect the project for conformity and level of completion before final payment.

- Review shop drawings of architectural and structural components of building.
- Regular meetings on-site as required.
- Provide phone consultation and electronic correspondence, as required, during construction.
- "Request for Proposals", and "Requests for Information" will be drafted by the Contractor, with copies to the Architect.
- Prepare documentation necessary to clarify the intent of the documents.
- Conduct substantial completion inspection on site of each component of the building structure and exterior site work.

Compensation

Compensation shall be hourly, per the "Negen and Associates 2016 Fee Schedule", plus reimbursable expenses. Based on the scope of the project, the hourly fees are estimated to be $8,500.00. This estimate does not include reimbursable expenses (mileage, printing, etc.) that would be billed in addition to the professional fees.

Structural, Mechanical and Electrical engineering services are not included in the compensation amount.

The compensation will be billed monthly for actual hours of service provided and expenses incurred on the project.

All invoices are due within 30 days of invoice date. Past invoices will be charged interest at 1.5% monthly.

Scope Assumptions

- Production of Record Drawings is not included in the base compensation.

This Agreement entered into as of the date written below.

Submitted by:

Lon Negen, AIA, CID, LEED AP
Principal
Negen and Associates

Accepted by:

Signature

Title

Date

Negen and Associates 2016 FEE SCHEDULE

(Reimbursable Expenses)

Description	Cost
Professional Fees	
Architect	$150.00 / hour
Designer	$ 85.00 / hour
Project Manager	$ 85.00 / hour
Drafting Technician	$ 75.00 / hour
Clerical	$ 65.00 / hour
Travel Expenses	
Mileage	$ 0.58/ mile
Parking	Actual
Meals	Actual
Lodging	Actual
Documents/Supplies	
Copies	
8.5 x 11 B&W	$ 0.15 / each
11 x 17 B&W	$ 0.55 / each
8.5 x 11 Color	$ 0.95 / each
11 x 17 Color	$ 1.25 / each
Large Format	
24 x 36 B&W	$ 1.25 / each
24 x 36 Color	$ 5.00 / each
Specification Manual	
1-200 images	$ 26.10 / each
201-350 images	$ 36.60 / each
351-500 images	$ 47.10 / each
Other:	
AIA Contract Documents	$ 1.10 / unit
Documents on CD	$ 20.00 / each
E-Mail Drawings	$ 3.00 / email
Faxing	$ 3.00 / fax
Plan Bags	$ 2.50 / each
Postage/Shipping	Actual

NEGEN
ASSOCIATES

REQUEST FOR COMMITTEE/COUNCIL ACTION

COMMITTEE/COUNCIL NAME: City Council

Committee/Council Meeting Date: November 14, 2016

Agenda Section: New Business

Originating Department: Administration

Item Number: VI - D

ITEM DESCRIPTION: Airport Fuel Price Policy

Prepared by: Staff

COMMENTS:

Ron Mergen will give a verbal report. Excerpt from the October 24, 2016 Airport Commission Meeting:

FUEL PRICE POLICY & HANGAR RENT POLICY

The current policy was reviewed. The last changes to the policies were made in 2012 with the fuel upcharge at.36 cents and the hangar rents at $120.00/month for South facing hangars and $100.00/month for a North facing hangars.

The budget revenues and expenditures were reviewed in detail. Members questioned if anything in the budget could be cut. Large budget items are hard costs with very little control. The maintenance and repair of grounds is 90% snow removal. It was also explained that the City is losing on average $6,121.00 per year which is being subsidized by the tax payers.

Members reviewed the survey that was in the agenda. The fuel price at $3.63 is on the low end. Other local airports will follow the City's lead if Paynesville increases the price to cover the costs; they will also go up. After a short discussion,

> Motion was made by Whitcomb to increase the upcharge of fuel by $.10 and recommend such to the City Council. Seconded by Kranz and unanimously carried.

ADMINISTRATOR COMMENTS:

COMMITTEE/COUNCIL ACTION:

Motion to increase the upcharge of airport fuel by $.10 per gallon, effective immediately.

ND page 3

14

REQUEST FOR COMMITTEE/COUNCIL ACTION

COMMITTEE/COUNCIL NAME: City Council

Committee/Council Meeting Date: November 14, 2016

Agenda Section: New Business

Originating Department: Administration

Item Number: VI - E

ITEM DESCRIPTION: Emergency Siren Quotes

Prepared by: Staff

COMMENTS:

Please review the attached options for a new siren at the City Hall. The staff and Public Safety Committee recommends option #2 in the amount of $14,917.10 from Granite Electronics with a 10 year battery (at an additional $1,000.00). Total of $15,917.10.

Emergency Services Capital Improvement Fund 124 has a balance of $43,310.82.

Ron Mergen is obtaining two quotes for installation of the siren.

ADMINISTRATOR COMMENTS:

COMMITTEE/COUNCIL ACTION:

Motion to approve _____ in the amount of $_____ from Granite Electronics.

Motion to approve the installation by _____ in the amount of $_____.

Recommend w/ 10 yr battery add $1,000.00
Area Center 55 ft Pole

Quote Recommended
#2

Granite Electronics, Inc.
535 31st Ave N
St Cloud, MN 56303
Phone: (320) 252-1887

QUOTATION

142000179

Bill To:
Paynesville, City of
221 Washburne Ave
Paynesville, MN 56362

Ship To:
Paynesville, City of
221 Washburne Ave
Paynesville, MN 56362

Attn: Ron Mergen
Phone: 320-243-3714ext230
Email: ron@paynesvillemn.com

Cust Rep: Dan McCoy
Phone: 320-980-0094
Email: DanMcCoy@GraniteElectronics.com

Date: 05/03/2016 | Terms: N10

Line	Qty	Description	Unit Price	Extended
100	1	DC SIREN SIREN OPTION #2		
1700	1	FACTORY PROGRAMMING		
		Siren Configured to Stearns County Siren Signalling Plan		
1800	1	NOTE:		
		Quotation DOES NOT include needed 50' Class 2 Wood Pole, Electrical Work, or Installation		
1900	1	FEDERAL SIGNAL 2001 DC SIREN	14,917.10	14,917.10
2000	1	25' ANTENNA CABLE WITH CONNECTORS		
2100	1	SIREN, DC, ROTATING, 130 DB		
2200	1	ANTENNA MOUNTING BRACKET, POLE		
2300	1	FEDERAL DC CONTROL UNIT W/ BAT BU, HB		
2400	1	2001 DC SHIPPING AND HANDLING		
2500	1	HEATER BLANKETS, 4 BATTERY OPTION		
2600	1	ANT, GROUNDING PLANE		
2700	4	BATTERY, 12V 100AHR SEALED LEAD ACID		

Print Name: _____

Signature: _____ Date: _____

Subtotal :	$14,917.10
Tax :	$0.00
Total Quote :	$14,917.10

Date: 05/03/2016 Terms: N10

16

New

Granite Electronics, Inc.
535 31st Ave N
St Cloud, MN 56303
Phone: (320) 252-1887

QUOTATION

142000308

Bill To:
Paynesville, City of
221 Washburne Ave
Paynesville, MN 56362

Ship To:
Paynesville, City of
221 Washburne Ave
Paynesville, MN 56362

Attn: Renee Eckerly
Phone: 320-243-3717ext227
Email: Renee@paynesvillemn.com

Cust Rep: Dan McCoy
Phone: 320-980-0094
Email: DanMcCoy@GraniteElectronics.com

Date: 10/31/2016 | Terms: N10

Line	Qty	Description	Unit Price	Extended
100	1	DC SIREN SIREN OPTION #8		
1700	1	FACTORY PROGRAMMING Siren Configured to Stearns County Siren Signalling Plan		
1800	1	NOTE: Quotation DOES NOT include needed 50' Class 2 Wood Pole, Electrical Work, or Installation		
4500	1	FEDERAL SIGNAL 2001 DC SIREN	14,958.22	14,958.22
4600	1	25' ANTENNA CABLE WITH CONNECTORS		
4700	1	SIREN, DC, ROTATING, 130 DB		
4800	1	ANTENNA MOUNTING BRACKET, POLE		
4900	1	FEDERAL DC CONTROL UNIT W/ BAT BU, HB		
5000	1	2001 DC SHIPPING AND HANDLING		
5100	1	HEATER BLANKETS, 4 BATTERY OPTION		
5200	1	ANT, GROUNDING PLANE		
5300	4	BATTERY 12V 100AHR SEALED LEAD ACID		
5500	36	MAINTENANCE CONTRACT Monthly On-Site Service Contract Does Not Include Batteries Includes Annual Preventative Maintenance Check on System	25.00	900.00

Subtotal:	$15,858.22
Tax	$0.00
Total Quote:	$15,858.22

17

New

Granite Electronics, Inc.
535 31st Ave N
St Cloud, MN 56303
Phone: (320) 252-1887

QUOTATION

142000307

Bill To:
Paynesville, City of
221 Washburne Ave
Paynesville, MN 56362

Ship To:
Paynesville, City of
221 Washburne Ave
Paynesville, MN 56362

Attn: Renee Eckerly
Phone: 320-243-3717ext227
Email: Renee@paynesvillemn.com

Cust Rep: Dan McCoy
Phone: 320-980-0094
Email: DanMcCoy@GraniteElectronics.com

Date: 10/31/2016 Terms: N10

Line	Qty	Description	Unit Price	Extended
100	1	DC SIREN SIREN OPTION #7		
1700	1	FACTORY PROGRAMMING Siren Configured to Stearns County Siren Signalling Plan		
1800	1	NOTE: Quotation DOES NOT include needed 50' Class 2 Wood Pole, Electrical Work, or Installation		
4500	1	FEDERAL SIGNAL 2001 DC SIREN	14,958.22	14,958.22
4600	1	25' ANTENNA CABLE WITH CONNECTORS		
4700	1	SIREN, DC, ROTATING, 130 DB		
4800	1	ANTENNA MOUNTING BRACKET, POLE		
4900	1	FEDERAL DC CONTROL UNIT W/ BAT BU, HB		
5000	1	2001 DC SHIPPING AND HANDLING		
5100	1	HEATER BLANKETS, 4 BATTERY OPTION		
5200	1	ANT, GROUNDING PLANE		
5300	4	BATTERY 12V 100AHR SEALED LEAD ACID		
5500	36	MAINTENANCE CONTRACT Monthly On-Site Service Contract Includes Battery Replacement -Up to One Complete Set every 3 Years- Includes Annual Preventative Maintenance Check on System	35.00	1,260.00

Subtotal:	$16,218.22
Tax	$0.00
Total Quote:	$16,218.22

18

Federal Signal 2001 Series Siren

Features

- **High-powered rotating siren for maximum coverage**
- **Available in low and mid-range frequency**
- **Three distinct warning signals**
- **Maintenance-free sealed bearing motors**
- **Weather-resistant coating**
- **5-year limited warranty**
- **AC or Solar powered with battery operation or back-up**

The Federal Signal 2001 Series siren is a high power, rotating, uni-directional outdoor warning siren. The high-decibel output provides maximum coverage with minimum installation cost. Radio/cellular/satellite or wireless IP activation can further minimize installation costs by eliminating the need for leased dedicated control lines.

The siren's projector produces a 60-degree projection of sound which rotates at 3 RPM and can produce three distinct warning signals: steady, wail and fast wail. The 2001 Series siren will supply a minimum of 15 minutes of full power output from its batteries after AC power loss. The siren controls are available with battery operation, solar, AC operation, and AC operation with battery back-up, one-way and two-way radio control, wired or wireless ethernet, satellite/cellular or landline. The 2001 Series is offered in low frequency (490 Hz) or mid-range frequency (790 Hz).

Ideal applications for this warning siren include hazardous weather conditions, fires, floods, chemical spills and other types of community or facility emergencies.

DATA SHEET

FEDERAL SIGNAL
Safety and Security Systems
Protecting people and our planet

2645 Federal Signal Drive, University Park, IL 60484 708.534.4756 Fax: 708.534.4874 www.alertnotification.net

2001 Series Siren
Specifications

Power[1]

Sirens can be powered from 120VAC, 240VAC, with battery back-up or battery operation. Solar powering can also be provided.

Signal Information

	2001-130	Equinox
Signal /Sweep Rate	Frequency Range	
Steady /Continuous	790 Hz	490 Hz
Wail /10 sec.	470-790 Hz	180-500 Hz
Fast Wail /3.5 sec.	600-790 Hz	300-500 Hz

Pole Mounts

Wood, steel, composite or concrete poles can be provided. Contact Federal Signal for details.

Communications

Federal Signal can supply one-way and two-way communications. Radio, IP, Landline, Satellite and Cellular can be combined to provide a robust alerting solution.

Coverage

	2001-130	Equinox
70dB	6,500' Calculated[2]	6,100' Calculated[2]
60dB	13,200' Calculated[2]	12,200' Calculated[2]

Dimensions

Height x Width x Depth 62" x 37" x 41" (157cm x 94cm x 10cm)

Weight

Shipping Weight 460 lbs. (205 kg)

Environmental

Operating Temperature -30°C to +60°C[3]

[1] Contact Federal Signal for powering options

[2] Actual coverage is dependent on many factors, contact Federal Signal for sound analysis of your specific location

[3] The siren can operate throughout this temperature range provided that battery temperature is maintained at 18°C or higher

[4] Batteries not included

[5] See Product Selection Guide for ordering options

Siren Ordering Information

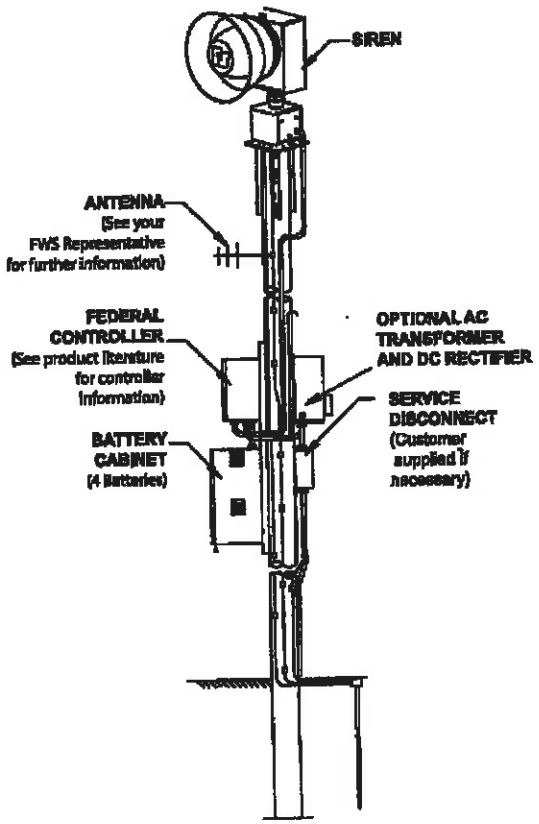
2001-130	Rotating electro-mechanical siren 130 dB(C) +/- 1dB(C) @ 100' (30.5m) 48VDC, pole mount included
Equinox	Rotating electro-mechanical siren, Low Frequency

Siren Control Ordering Information

FC/H/U	One-way FC Controller, 120VAC operation
FCTBD/H/U	Two-way FC Controller, 120VAC operation
DCFCB/H/U	One-way FC Controller, 120VAC to battery operation[4]
DCFCTBD/H/U	Two-way FC Controller, 120VAC to battery operation[4]

Command and Control for Multiple Siren Installation

SS2000+/R	Console for siren activation (R for rack mount)
SFCD[5]	Commander software for PC based siren activation, monitoring and control



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REQUEST FOR COMMITTEE/COUNCIL ACTION

COMMITTEE/COUNCIL NAME: City Council
Committee/Council Meeting Date: November 14, 2016
Agenda Section: New Business
Originating Department: Administration
Item Number: VI – F
ITEM DESCRIPTION: Golf Cart Ordinance Amendment
Prepared by: Staff
COMMENTS:
Renee Eckerly will give a verbal report. Excerpt from the September 27, 2016 Public Safety Committee Meeting:

GOLF CARTS

The Committee discussed the issue of medical notes being required. Wegner suggested that DOT Medical Cards be added into the ordinance as another acceptable form of medical ability to drive a golf cart. To date 20 operator permits have been issued. Members discussed having a valid driver's license being enough and not having to provide a medical card. It was clarified that a medical card is NOT the requirement. It is a sentence or two stating the person has the ability to drive a golf cart. The Committee discussed the discrimination issue of having the driver's license utilized. Wegner conducted a demonstration by distributing a list of names and asked the Committee to determine who could or could not drive a golf cart. It was stated that 16 year olds get their driver's license automatically. It was clarified that no, 16 year olds go through driving classes, so many hours behind the wheel, and are tested by an certified examiner. The driver's license application has questions 4-6 regarding any medical conditions to safely operate a motor vehicle (Do you use injectable insulin, do you use any medication other than insulin to control loss of consciousness or voluntary control). It was questioned why there isn't a class on golf cart safety. It was stated that offering a class would be a waste of taxpayer money. It was further stated that the ordinance takes away peoples freedom. The permit takes less than 5 minutes to complete.

> Motion was made by Wegner to include/add a DOT health card in lieu of a doctor's note to the ordinance and recommend such to the City Council. Seconded by Liestman and passed 7:1 (Eckerly, yes; Wegner, yes; Liestman, yes; Klingfus, yes; Thielen, yes; Thompson, yes; Mayer, yes; and Wendlandt, no).

The City is giving the resident's an option to drive the golf carts. The Committee discussed that if this topic doesn't stop it will be recommended to the City Council to rescind the ordinance and then carts can only be driven to and from the golf course (out of town) like snowmobiles.

Roads – No roads should be eliminated from allowing golf carts to be driven on. It was questioned if bikes are also going to be restricted from those same roads. The State does not give the authority for the City to restrict bikes, but does give the authority to restrict golf carts. Stearns County restricts golf carts on their streets unless the road meets their criteria.

It was stated that there are towns around here that don't permit golf carts they just let people drive them. It was stated that other towns chose to ignore the golf carts and make it a liability if there is an accident. (Thompson and Thielen left at 6:25 p.m.)

There was some discussion on offering a Community Education class on golf cart regulations for a cost.

ADMINISTRATOR COMMENTS:
COMMITTEE/COUNCIL ACTION:
Motion to approve Ordinance No. 165, 2nd Series Amending the Golf Cart Ordinance and direct the City Attorney to draft the amendment.

REQUEST FOR COMMITTEE/COUNCIL ACTION

COMMITTEE/COUNCIL NAME: City Council

Committee/Council Meeting Date: November 14, 2016

Agenda Section: New Business

Originating Department: Administration

Item Number: VI - G

ITEM DESCRIPTION: Resignation Of Customer Service Specialist & Contract Services

Prepared by: Renee Eckerly, City Administrator

COMMENTS:

Angel Murdock, Customer Service Specialist, has submitted her resignation from the City of Paynesville. Her last day will be Wednesday, November 23, 2016.

Renee Eckerly, City Administrator has contacted Lamb Labor Services and Masterson for quotes to obtain two people that can assist through this hiring transition.

ADMINISTRATOR COMMENTS:

COMMITTEE/COUNCIL ACTION:

Motion to accept resignation of Angel Murdock, Customer Service Specialist effective Thursday, November 23, 2016.

Motion to authorize Renee Eckerly, City Administrator to contract with _____ for 2 people to assist through the hiring transition at a cost of _____.

REQUEST FOR COMMITTEE/COUNCIL ACTION

COMMITTEE/COUNCIL NAME: City Council

Committee/Council Meeting Date: November 14, 2016

Agenda Section: Old Business

Originating Department: Administration

Item Number: VII – A

ITEM DESCRIPTION: VOC – Water Treatment Plant

Prepared by: Staff

COMMENTS:

Chuck DeWolf will give a verbal report on the project. Please review the attached Payment Estimate No. 1 in the amount of $130,393.20; payable to Rice Lake Construction for work completed through October 25, 2016.

ADMINISTRATOR COMMENTS:

COMMITTEE/COUNCIL ACTION:

Motion to approve Payment Estimate No. 1 in the amount of $130,393.20; payable to Rice Lake Construction.

BOLTON & MENK
Real People. Real Solutions.

2040 Highway 12 East
Willmar, MN 56201-5818

Ph: (320) 231-3956
Fax: (320) 231-9710
Bolton-Menk.com

NOV - 3 2016

November 1, 2016

Ms. Renee Eckerly, City Administrator
City of Paynesville
221 Washburne Avenue
Paynesville, MN 56362

Re: Water Treatment Plant Air Stripping Tower
City of Paynesville, Minnesota
BMI Project No: R21.111286

Dear Renee:

Enclosed please find three signed copies of Payment Estimate No. 1 for the above referenced project. The estimate reflects all work completed through October 25, 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 Rice Lake Construction Group 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

Cc: Ron Mergen, Public Works Director

24

Bolton & Menk is an equal opportunity employer.

APPLICATION AND CERTIFICATION FOR PAYMENT

AIA DOCUMENT G702 PAGE ONE OF 2 PAGES

TO OWNER: City of Paynesville
221 Washburne Ave
Paynesville, MN 56362

PROJECT: Paynesville WTP Air Stripping Tower

APPLICATION NO. 1

Distribution to:
[ ] OWNER
[X] ENGINEER
[ ] CONTRACTOR
[ ] RURAL DEVELOPMENT

FROM CONTRACTOR: Rice Lake Construction Group

VIA ENGINEER: Bolton & Menk

PERIOD TO: 10/25/16

PROJECT NOS: 1633

CONTRACT FOR:

CONTRACT DATE: 9/6/16

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract.
Continuation Sheet, AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM		$ 1,507,300.00
2. Net change by Change Orders		$ 0.00
3. CONTRACT SUM TO DATE (Line 1 ± 2)		$ 1,507,300.00
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)		$ 137,256.00
5. Retainage		
a. 5 % of Completed Work (Column D + E on G703)	$ 6,862.80	
b. Less Previous Certificates retainage Payment (Line 5a from prior Certificate)	$	
c. CURRENT PAYMENT DUE	$ 6,862.80	
d. % of Stored Material (Column F on G703)	$	
Total Retainage (Lines 5a + 5b or Total in Column I of G703)		$ 6,862.80
6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total)		$ 130,393.20
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 5+6 from prior Certificate)		$
8. CURRENT PAYMENT DUE		$ 130,393.20
9. BALANCE TO FINISH, NOT INCLUDING RETAINAGE (Line 3 less Line 4)	$	1,370,044.00

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner		
Total approved this Month		
TOTALS	$0.00	$0.00
NET CHANGES by Change Order	$0.00	

APPROVED BY OWNER _____

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR:

By: _____ Date: 10/28/16

State of: Minnesota County of: Crow Wing
Subscribed and sworn to before me this 28th day of Oct 2016
Notary Public: Lee K. Henrichs
My Commission expires: January 31, 2018

Lee K. Henrichs
Notary Public
Minnesota
My Commission Expires January 31, 2018

ENGINEER'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the application, the Engineer certifies to the Owner that to the best of the Engineer's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED $ 130,393.20

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

ENGINEER:

By: _____ Date: 11-1-16

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

ACCEPTED BY AGENCY _____

Users may obtain validation of this document by requesting a completed AIA Document D401 - Certification of Document's Authenticity from the Licensee.

52

CONTINUATION SHEET

AIA DOCUMENT G703

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing Contractor's signed certification is attached.
In tabulations below, amounts are stated to the nearest dollar.
Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO: 1
APPLICATION DATE: 10/25/16
PERIOD TO: 10/25/16
ENGINEER'S PROJECT NO:

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G ÷ C)	BALANCE TO FINISH (C - G)	RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
1	Mobilization	$190,264.00		$50,264.00		$50,264.00	26.42%	$140,000.00	$2,513.20
2	Excavation	$45,268.00		$23,645.00		$23,645.00	52.23%	$21,623.00	$1,182.25
3	Underground Pipe	$31,985.00		$26,395.00		$26,395.00	82.52%	$5,590.00	$1,319.75
4	Concrete	$228,500.00		$36,952.00		$36,952.00	16.17%	$191,548.00	$1,847.60
5	Masonry	$136,924.00						$136,924.00	$0.00
6	Pre-Cast	$37,265.00						$37,265.00	$0.00
7	Metals	$66,185.00						$66,185.00	$0.00
8	Roofing	$25,633.00						$25,633.00	$0.00
9	Doors and Hardware	$14,369.00						$14,369.00	$0.00
10	Process Piping	$119,689.00						$119,689.00	$0.00
11	HVAC	$71,456.00						$71,456.00	$0.00
12	Elecrical	$249,367.00						$249,367.00	$0.00
13	Equipment	$260,006.00						$260,006.00	$0.00
14	Painting	$30,389.00						$30,389.00	$0.00
	GRAND TOTALS	$1,507,300.00	$0.00	$137,256.00	$0.00	$137,256.00		$1,370,044.00	$6,862.80

Users may obtain validation of this document by requesting of the license a completed AIA Document D401 - Certification of Document's Authenticity

REQUEST FOR COMMITTEE/COUNCIL ACTION

COMMITTEE/COUNCIL NAME: City Council

Committee/Council Meeting Date: November 14, 2016

Agenda Section: Old Business

Originating Department: Administration

Item Number: VII – B

ITEM DESCRIPTION: City Property Plat - Name

Prepared by: Staff

COMMENTS:

In order to proceed with the platting of the City airport property the plat must be given a name. Some suggestions include:

- Sky Point
- Airport View
- Sky Line
- Harvest View

Please bring any of your own suggestions.

ADMINISTRATOR COMMENTS:

COMMITTEE/COUNCIL ACTION:

Motion to name the plat of the airport property _____.

INFORMATIONAL

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

Jurisdiction: LEC ***First Date:*** 10/01/2016
Last Date: 10/31/2016

Department	*Complaint*		*Number*
1 PPD			
	1014	ESCORT	1
	1021	PHONE CALL	4
	1050	ACCIDENT	2
	1053	ACCIDENT AMBULANCE ENROUTE	1
	1057	INTOXICATED PERSON	2
	ADORD	APPREHENSION & DETENTION ORDER	1
	AL	ALARM	5
	ALMED	ALARM MEDICAL	1
	ANI	ANIMAL COMPLAINT	1
	ASSTA	AGENCY ASSIST	16
	ASSTB	BUSINESS ASSIST	123
	ASSTP	PERSONAL ASSIST	5
	ATL	ATTEMPT TO LOCATE	1
	BURG	BURGLARY	1
	CC	CITIZEN CONTACT	11
	CHK	BAD CHECKS	1
	DATA	DATA REQUEST	4
	DOG	DOG COMPLAINT/BARKING	1
	DOORCHK	DOOR CHECK(S)	22
	DUMP	ILLEGAL DUMPING COMPLAINT	2
	DWI	DRUNK DRIVER ARREST	2
	FIREAL	FIRE ALARM	3
	FPATROL	FOOT PATROL	43
	FUP	FOLLOW UP	12
	HAR	HARASSMENT COMPLAINT	1
	HR	HIT AND RUN	1
	HSREFER	HUMAN SERVICES REFERRAL	1
	INFO	MATTER OF INFORMATION	5
	JUVP	JUVENILE/PROBLEM WITH	1
	LM	LOUD MUSIC	1
	MA	MOTORIST ASSIST	6
	MED	MEDICAL EMERGENCY	16
	MEETING	ATTEND MEETING	3
	NOISE	NOISE COMPLAINT	2
	NOPAY	NO PAY CUSTOMER	3
	OPEND	OPEN DOOR	1
	ORD	ORDINANCE VIOLATION	1
	PERG	GUN PERMIT	7
	PHONE	PHONE COMPLAINT	1
	POC	PREDATORY OFFENDER CHANGE OF I	1
	POR1CC	PREDATORY OFFENDER REGISTRATIC	1
	PORCC	PREDATORY OFFENDER REGISTRATIC	2
	SCHOOLP	SCHOOL PATROL	29
	SD	SPECIAL DETAIL	3
	SHOP	SHOPLIFTER	2
	SUSA	SUSPICIOUS ACTIVITY	5
	SUSI	SUSPICIOUS ITEM	1
	SUSP	SUSPICIOUS PERSON	2
	SUSV	SUSPICIOUS VEHICLE	1
	THEFT	THEFT	1

28

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

Jurisdiction: LEC ***First Date:*** 10/01/2016
Last Date: 10/31/2016

Department	*Complaint*		*Number*
51 PPD			
	THEFTV	THEFT FROM VEHICLE	1
	TIP	TIP RECEIVED	2
	TRAFFIC STOP	TRAFFIC STOP	231
	TRAIN	TRAINING	4
	TRANS	TRANSPORT	1
	VAND	VANDALISM	1
	VERB	VERBAL DISPUTE	2
	WARRANT	WARRANT	6
	WELF	WELFARE CHECK	7
	XPAT	EXTRA PATROL	2
		Group Total:	**620**
		Report Total:	**620**

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

2a

MONTH: October **YEAR:** 2016

POLICE
CALL OUT AND OVERTIME REPORT

CITY OF PAYNESVILLE

DATE	TIME IN	TIME OUT	OVERTIME	OFFICER	REASON
9/30/2016	1830	1900	.5	7106	Shift Overrun- Civil Dispute
10/29/2016	1830	1900	.5	7106	Shift Overrun- DWI Arrest

Year to Date Total: 45.5 Hrs

No page 30

31

Vehicle Mileage Form

Month of October 2016

(Reading taken November 1, 2016)

Vehicle	September Ending Miles	October Ending Miles	Next Oil Change	Last Oil Change	Date Oil Changed	Miles Driven
101 Ford	122,824	122,924	125,046	122,046	11/24/2015	100
Squad 2 SUV	91,048	93,549	93,745	90,745	09/27/2016	2,501
Squad 1 SUV	31,567	34,216	34,422	31,422	9/27/2016	2,649

Year to Date Mileage: 50,728

Account Summary

Basic Securities Account
364-109931-089

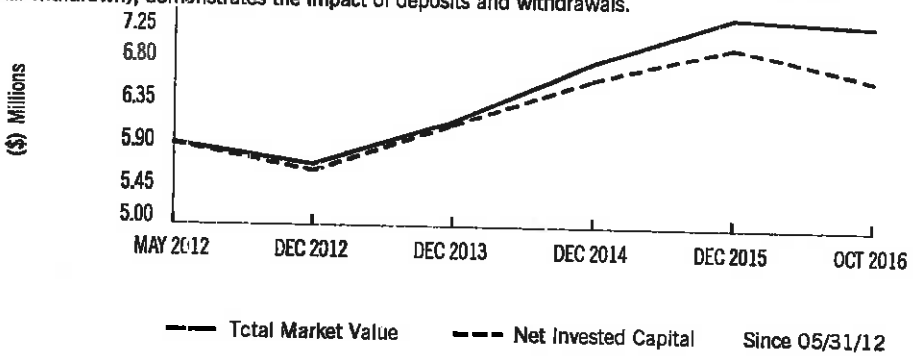
CITY OF PAYNESVILLE
ATTN: RENEE ECKERLY

CHANGE IN VALUE OF YOUR ACCOUNTS (includes accrued interest)

	This Period (10/1/16-10/31/16)	This Year (1/1/16-10/31/16)
TOTAL BEGINNING VALUE	**$7,131,273.23**	**$7,208,697.48**
Credits	—	1,577,419.72
Debits	(7,228.04)	(1,902,667.41)
Security Transfers	—	—
Net Credits/Debits/Transfers	**$(7,228.04)**	**$(325,247.69)**
Change in Value	**6,869.88**	**247,465.28**
TOTAL ENDING VALUE	**$7,130,915.07**	**$7,130,915.07**

CHANGE IN VALUE OVER TIME

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

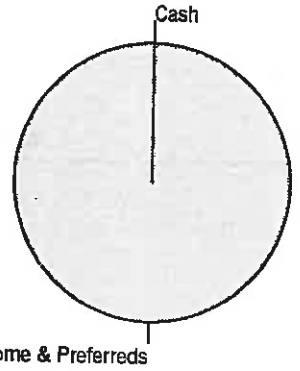


This graph does not reflect corrections to Net Invested Capital or Market Value made subsequent to the dates depicted. It may exclude transactions in Annuities or positions where we are not the custodian, which could delay the reporting of Market Value or affect the Net Invested Capital.

ASSET ALLOCATION (includes accrued interest)

	Market Value	Percentage
Cash	$1,628.88	0.02
Fixed Income & Preferreds	7,129,286.19	99.98
TOTAL VALUE	**$7,130,915.07**	**100.00%**

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



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

RECEIVED
NOV - 7 2016

001976 MSADD311 013002

CLIENT STATEMENT | For the Period October 1-31, 2016

Basic Securities Account
364-109931-089

CITY OF PAYNESVILLE
ATTN: RENEE ECKERLY

Account Summary

BALANCE SHEET (^ includes accrued interest)

	Last Period (as of 9/30/16)	This Period (as of 10/31/16)
Cash, BDP, MMFs	$2,425.39	$1,628.88
Government Securities^	301,665.49	300,463.00
Certificates of Deposit^	6,827,182.35	6,828,823.19
Total Assets	**$7,131,273.23**	**$7,130,915.07**
Total Liabilities (outstanding balance)	—	—
TOTAL VALUE	**$7,131,273.23**	**$7,130,915.07**

CASH FLOW

	This Period (10/1/16-10/31/16)	This Year (1/1/16-10/31/16)
OPENING CASH, BDP, MMFs	**$2,425.39**	—
Purchases	—	(1,575,000.00)
Sales and Redemptions	—	1,795,000.00
Income and Distributions	6,431.53	106,876.57
Total Investment Related Activity	**$6,431.53**	**$326,876.57**
Checks Deposited	—	2,419.72
Electronic Transfers-Credits	—	1,575,000.00
Electronic Transfers-Debits	(7,228.04)	(1,902,667.41)
Total Cash Related Activity	**$(7,228.04)**	**$(325,247.69)**
CLOSING CASH, BDP, MMFs	**$1,628.88**	**$1,628.88**

INCOME AND DISTRIBUTION SUMMARY

	This Period (10/1/16-10/31/16)	This Year (1/1/16-10/31/16)
Interest	$6,431.53	$106,876.57
Total Taxable Income And Distributions	**$6,431.53**	**$106,876.57**
Total Tax-Exempt Income	—	—
TOTAL INCOME AND DISTRIBUTIONS	**$6,431.53**	**$106,876.57**

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

GAIN/(LOSS) SUMMARY

	Realized This Period (10/1/16-10/31/16)	Realized This Year (1/1/16-10/31/16)	Unrealized Inception to Date (as of 10/31/16)
Short-Term Gain	—	—	$4,942.95
Short-Term (Loss)	—	—	(2,015.75)
Total Short-Term	—	—	**$2,927.20**
Long-Term Gain	—	—	109,734.38
TOTAL GAIN/(LOSS)	—	—	**$112,661.58**

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

34

Security Mark - at Right

(320) 632-9255
405 First Street SE
Little Falls, MN 56345

OCT 24 2016

Ifound.org

October 19, 2016

Renee Eckerly
City of Paynesville
221 Washburne Ave
Paynesville, MN 56362

Dear Ms. Eckerly, Mayor Thompson and Council Members,

We have received your 2016 appropriation, in support of the work of the Initiative Foundation, in the amount of $250. **Thank you!**

Together, we work to build strong local economies and vibrant communities in Central Minnesota. Your investment supports economic development through business financing activities designed to create living-wage jobs, diversify economies and leverage private sector investment. Communities are strengthened through signature leadership training and capacity building programs, grants to local units of government and nonprofit organizations, early childhood initiatives, and scholarships. This work will provide lasting impact on the health of the region and the future of rural Minnesota.

We truly value your partnership and your continued support.

Sincerely,

Kathy Gaalswyk
President

Thanks again!

Carrie Tripp
Vice President for External Relations

We appreciate all you do for Paynesville and the region.

35

Equal opportunity lender, provider and employer.

COUNTY OF STEARNS

Environmental Services Department

Administration Center Rm 343 • 705 Courthouse Square • St. Cloud, MN 56303
320-656-3613 • Fax 320-656-6484 • 1-800-450-0852

MEMO

TO: **City Clerks/Administrators**
Township Clerks and Township Chairs

FROM: **Angie Berg, Land Use Division Supervisor**

DATE: **October 28th, 2016**

RE: **Public Hearing**

RECEIVED
OCT 31 2016

Notice of Public Hearing
And
Notice of Intent to Enact Ordinance Number 546

Pursuant to Minnesota Statutes, Chapter 394 and Chapter 375, notice is hereby given that the Stearns County Board of Commissioners shall conduct a public hearing on Tuesday, November 29, 2016 at 5:10 p.m. in the County Board Room, Stearns County Administration Center, 705 Courthouse Square, St Cloud, Minnesota to consider the enactment of Stearns County Ordinance Number 546.

The purpose of Ordinance Number 546 is to amend Stearns County Ordinance Number 439 related to solar energy, wineries, signs, conservation overlay district, shoreland alteration permits and other miscellaneous changes.

Copies of the proposed ordinance changes are available upon request or online at http://www.co.stearns.mn.us/. All interested persons are invited to attend said hearing or submit written testimony prior to the hearing date. Written testimony should be submitted to Angie Berg, Stearns County Environmental Services Department, Stearns County Administration Center, Room 343, 705 Courthouse Square, St Cloud, Minnesota 56303 or via email at angie.berg@co.stearns.mn.us.

Steve Notch, Chair
Stearns County Board of Commissioners

Barrier Free Status: This meeting will be accessible to the handicapped. Attempts will be made to accommodate any other individual need for special service. Please call Jeanne Ahmann at (320) 656-3613 early so that arrangements can be made.

36

Entire month Oct 2016

Consolidated Z Report

For batches closed between 10/1/2016 and 11/1/2016

Number of Registers	2	All Regs Closed?	FALSE
Number of Batches	66	EDC Closed?	TRUE

Cash In

Opening Total	$41,600.00
Sales	$102,674.16
Neg. Transactions	($859.36)
Tax	$9,024.81
Shipping	$0.00
Debit Surcharge	$0.00
Cash Back Fee	$0.00
Paid on Layaway	$0.00
Paid to Account	$0.00
Deposit Made	$0.00
Total	$152,439.61

Cash Out

Paid Out	$0.00
Dropped	$0.00
Layaway Closed	$0.00
Paid on Account	$0.00
Deposit Redeemed	$0.00
Closing Total	$152,399.46
Total	$152,399.46

Misc.

Total Sales	$101,814.80	
Total Tendered	$128,841.53	
Total Change	($18,001.92)	
Over / Short	($40.15)	(0.0392%)
Cost of Goods	$80,632.73	78.80 %
Profit	$21,182.07	21.20 %
Commission	$0.00	
Discounts	$3,739.18	3.54 %
Discount Quantity	1486	15.02 %
Product Count	9894	
Not Scanned	0	0.00 %
Transaction Count	4868	
Avg. Transaction	$21.02	
Largest Transaction	$205.95	
No Sales	210	4.31 %
Cancel Transaction	44	0.90 %
Item Corrections	73	0.74 %
Returns (18)	$302.57	0.30 %
Post Voids (17)	$558.48	0.55 %
Neg. Dollar Items	($529.00)	0.52 %
Manual Inventory Adjustments	$0.00	
Unique Customers	0	
Trans w/ Customer	0	0.00 %

Department Sales

Department Name	Cost	Sales	% of Sales
Beer	$40,371.53	$50,065.17	49.17 %
Club	$0.00	$217.00	0.21 %
Deposits	$81.32	$80.00	0.08 %
Energy Drinks	$31.97	$50.15	0.05 %
Gift Card Sales	$0.00	$65.00	0.06 %
Ice and Water	$211.39	$417.06	0.41 %
Liquor	$22,592.76	$29,025.16	28.51 %
Lott Scr Payout	$0.00	($503.00)	-0.49 %
Lottery Scratch Tickets	$720.09	$762.00	0.75 %
Misc	$1,560.09	$1,992.80	1.96 %
Online Lotto	$347.76	$368.00	0.36 %
Online Lotto Payout	($24.70)	($26.00)	-0.03 %
Pop	$399.86	$532.35	0.52 %
Tobacco	$5,563.89	$6,377.47	6.26 %
Wine	$8,776.79	$12,391.64	12.17 %

Tender Information

Tender Type	Open	Shift	Close	Over/Short
Cash	$41,600.00	$41,115.23	$82,725.76	$10.53
Check	$0.00	$4,954.26	$4,903.58	($50.68)
Credit Cards	$0.00	$64,668.50	$64,668.50	$0.00
Gift Cards	$0.00	$85.90	$85.90	$0.00
Offline Credit Card	$0.00	$15.72	$15.72	$0.00
Totals	$41,600.00	$110,839.61	$152,399.46	($40.15)

Credit Card Detail

Card Name	Count	Amount
Total		

Discounts By Reason Code

Reason code	Qty	Total	% Sales
15% Coupon	20	$81.44	0.08 %
15% Discount Craft Beer	18	$35.89	0.03 %
20% Discount off All	3	$7.50	0.01 %
25%	20	$30.15	0.03 %
2-6 pk for 12 pk Price	4	$7.98	0.01 %
Coded Beer	25	$154.00	0.15 %
Daily's 4 pk Disc	36	$8.64	0.01 %
Discontinued item	196	$1,118.22	1.09 %
Quantity Discount	229	$556.28	0.54 %
Quantity Discounts	19	$30.29	0.03 %
Rex Goliath Discount	12	$23.91	0.02 %
Sale Price	501	$1,090.47	1.06 %
Senior Wednesday Discount	175	$240.66	0.23 %
Wine Bags 4 Bottles	29	$40.90	0.04 %
Wine Club	57	$91.69	0.09 %
Wine sale	40	$84.60	0.08 %
Wine Tuesday Discount	102	$136.56	0.13 %
Total	1486	$3,739.18	

Tax Collected

Tax Name	Amount
MN Liquor Tax	$8,591.64
MN Sales Tax	$433.17
Total	$9,024.81

Payout & Drop Detail

Cashier	Payment To	Comment	Amount	Date/Time

Taxable Sales

Description	Amount
MN Liquor Tax	$91,644.80
MN Sales Tax	$6,298.56
Non Taxable	$3,860.45
Tax Exempt	$0.00

Return Detail

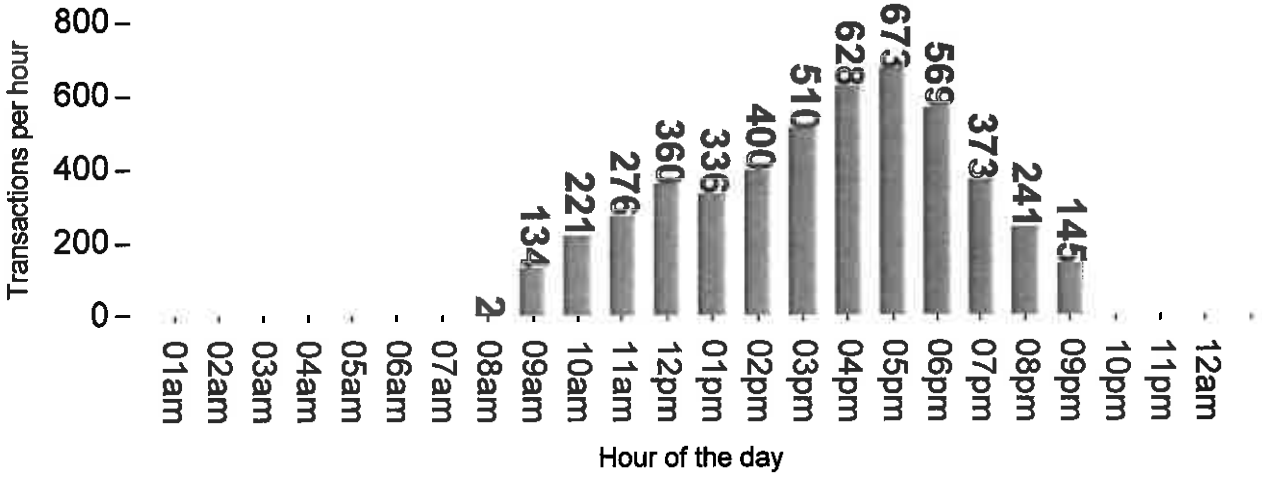
Cashier	Product description	Qty	Sold price	T #	Reg #	Date/Time
April Mathies	Busch N/A 12 pk can	(1)	($9.49)	438967	2	10/17/2016 3:20:45 PM
April Mathies	Gambler King Size Full Tubes	(1)	($2.49)	439028	2	10/17/2016 5:55:26 PM
April Mathies	Prichards Fudge Brownie Liqueu	(1)	($19.99)	440453	2	10/27/2016 10:43:21 AM
April Mathies	Golden Harvest King Red Tubes	(1)	($2.19)	440679	2	10/28/2016 2:49:50 PM
April Mathies	Golden Harvest King Red Tubes	(1)	($2.19)	440679	2	10/28/2016 2:49:50 PM
April Mathies	Golden Harvest King Red Tubes	(1)	($2.19)	440679	2	10/28/2016 2:49:50 PM
April Mathies	Golden Harvest King Red Tubes	(1)	($2.19)	440679	2	10/28/2016 2:49:50 PM
Ethan Brown	Ravenswood Old Vine Zin	(1)	($15.99)	436858	2	10/03/2016 6:17:01 PM
Ethan Brown	Ravenswood Old Vine Zin	(1)	($6.99)	436858	2	10/03/2016 6:17:01 PM
Ethan Brown	Cecchi Cianti	(1)	($12.99)	436858	2	10/03/2016 6:17:01 PM
Ethan Brown	Boulevard Frequent Flier IPA	(1)	($8.99)	439170	2	10/18/2016 6:15:20 PM
Ethan Brown	Coors Light 16oz 6 pack can	(1)	($6.99)	439182	2	10/18/2016 6:56:56 PM
Ethan Brown	Big Barrel Brandy	(1)	($3.99)	440793	1	10/28/2016 6:31:21 PM
Jean Nichols	Bacardi Superi Rum Ltr	(1)	($15.99)	437510	2	10/07/2016 8:43:18 PM
Trevor Thompson	Bud Light Lime 12 pk btl	(1)	($13.49)	437127	2	10/05/2016 7:24:19 PM
Trevor Thompson	Good Stuff Red 1lb	(1)	($22.99)	438585	2	10/14/2016 8:24:34 PM
Trevor Thompson	Boones Wld Cherry 750 ml	(1)	($3.99)	440439	2	10/26/2016 8:05:02 PM
Whitney Muetzel	Leine Seasonal Shandy 6 pk btl	(1)	($8.99)	436482	1	10/01/2016 11:49:54 AM
Whitney Muetzel	Shellback Silver Rum 1.75L	(1)	($19.99)	437896	2	10/10/2016 7:03:13 PM
Whitney Muetzel	Franzia Chillable Red 5 Ltr	(1)	($14.49)	439062	2	10/17/2016 7:41:39 PM
William Ludwig	Golden Harvest King Red Tubes	(1)	($2.19)	440130	2	10/24/2016 2:41:52 PM
William Ludwig	Golden Harvest King Red Tubes	(1)	($2.19)	440130	2	10/24/2016 2:41:52 PM
William Ludwig	Keg Deposit	(1)	($30.00)	440134	2	10/24/2016 2:54:49 PM
William Ludwig	Tapper Deposit	(1)	($50.00)	440134	2	10/24/2016 2:54:49 PM
William Ludwig	Black Box Merlot 3 Ltr	(1)	($21.59)	440253	2	10/25/2016 1:50:47 PM
Total		(25)	($302.57)			

Post Voids Detail

Cashier	Product description	Qty	Sold price	T #	Reg #	Date/Time
April Mathies	4 Loka Peach	(1)	($2.49)	436952	2	10/04/2016 5:01:32 PM
April Mathies	4 Loka Peach	(1)	($2.49)	436952	2	10/04/2016 5:01:32 PM
April Mathies	$2.00 Lottery Scratch Ticket	(1)	($2.00)	436952	2	10/04/2016 5:01:32 PM
April Mathies	$3.00 Lottery Scratch Ticket	(1)	($3.00)	436952	2	10/04/2016 5:01:32 PM
April Mathies	Busch Lt 24 pk cn	(1)	($16.99)	437144	2	10/06/2016 10:07:51 AM
April Mathies	Tito's Vodka 1.75L	(1)	($34.99)	437226	2	10/06/2016 4:42:29 PM
April Mathies	Dek O3 Orange Liqueur	(1)	($17.99)	437226	2	10/06/2016 4:42:29 PM
April Mathies	Miller Lite 16oz 24pk cn	(1)	($21.99)	437256	2	10/06/2016 5:56:44 PM
April Mathies	E&J Ltr	(1)	($11.99)	440339	2	10/26/2016 10:54:54 AM
April Mathies	Busch Lt 24 pk cn	(1)	($16.99)	440339	2	10/26/2016 10:54:54 AM
April Mathies	Busch Lt 24 pk cn	(1)	($16.99)	440339	2	10/26/2016 10:54:54 AM
April Mathies	Busch Lt 24 pk cn	(1)	($16.99)	440339	2	10/26/2016 10:54:54 AM
April Mathies	Busch Lt 24 pk cn	(1)	($16.99)	440339	2	10/26/2016 10:54:54 AM
April Mathies	Bud Light 24 pk Can	(2)	($39.98)	440339	2	10/26/2016 10:54:54 AM
Ethan Brown	Phillips Raspberry Schnapps 1L	(1)	($10.99)	438873	2	10/15/2016 6:58:39 PM
Jean Nichols	Golden Harvest Red 100 Tubes	(1)	($2.49)	439774	2	10/21/2016 9:48:57 PM
Jean Nichols	Mountain Dew 2 Ltr	(1)	($1.99)	439774	2	10/21/2016 9:48:57 PM
Jean Nichols	Golden Harvest Red 100 Tubes	(1)	($2.49)	439774	2	10/21/2016 9:48:57 PM
Jean Nichols	Santa Julia++ Malbec	(1)	($11.99)	440043	1	10/22/2016 6:58:24 PM
Jean Nichols	Barefoot Moscato 750ml	(1)	($6.99)	440043	1	10/22/2016 6:58:24 PM
Kristin Desm	Capt Morg 1.75 Ltr	(1)	($24.99)	438803	1	10/15/2016 4:59:03 PM
Trevor Thompson	Dos Equis Lag-12 pk Can	(3)	($44.97)	437089	2	10/05/2016 5:21:10 PM
Trevor Thompson	Busch Lt 24 pk cn	(1)	($16.99)	438579	2	10/14/2016 8:09:38 PM
Trevor Thompson	Can Kolder	(1)	($2.99)	438579	2	10/14/2016 8:09:38 PM
Trevor Thompson	Kona Big Wave 12pk	(2)	($26.98)	439884	2	10/22/2016 2:12:09 PM
Trevor Thompson	Busch Lt 24 pk cn	(1)	($16.99)	440784	2	10/28/2016 6:12:10 PM
Trevor Thompson	Ice 5 lbs Bag	(1)	($1.79)	440784	2	10/28/2016 6:12:10 PM
Trevor Thompson	Bud 24 Bottle	(1)	($21.99)	440876	2	10/28/2016 9:56:13 PM
Whitney Muetzel	Mich Golden Lt 8gal Keg	(1)	($29.99)	439510	2	10/20/2016 7:48:46 PM
Whitney Muetzel	Keg Deposit	(1)	($30.00)	439510	2	10/20/2016 7:48:46 PM
Whitney Muetzel	Tapper Deposit	(1)	($50.00)	439510	2	10/20/2016 7:48:46 PM
William Ludwig	Wine Club	(1)	($10.00)	439477	2	10/20/2016 6:05:22 PM
William Ludwig	Bud 16oz 24 pk	(1)	($21.99)	441243	2	10/31/2016 4:44:21 PM
Total		(37)	($558.48)			

Negative Item Detail

Cashier	Product description	Qty	Sold price	T #	Reg #	Date/Time
April Mathies	Scratch Off Payout	15.00	($15.00)	436750	2	10/03/2016 9:14:30 AM
April Mathies	Scratch Off Payout	2.00	($2.00)	436889	2	10/04/2016 9:57:45 AM
April Mathies	Scratch Off Payout	3.00	($3.00)	437150	2	10/06/2016 11:06:56 AM
April Mathies	Online Lotto Payout	6.00	($6.00)	437246	2	10/06/2016 5:25:44 PM
April Mathies	Online Lotto Payout	1.00	($1.00)	437246	2	10/06/2016 5:25:44 PM
April Mathies	Online Lotto Payout	1.00	($1.00)	437246	2	10/06/2016 5:25:44 PM
April Mathies	Scratch Off Payout	1.00	($1.00)	437420	2	10/07/2016 4:37:59 PM
April Mathies	Scratch Off Payout	10.00	($10.00)	437920	2	10/11/2016 9:39:58 AM
April Mathies	Scratch Off Payout	1.00	($1.00)	438047	2	10/12/2016 11:51:58 AM
April Mathies	Scratch Off Payout	1.00	($1.00)	439216	2	10/19/2016 11:01:04 AM
April Mathies	Scratch Off Payout	100.00	($100.00)	440398	2	10/26/2016 4:43:32 PM
April Mathies	Scratch Off Payout	3.00	($3.00)	440449	2	10/27/2016 9:54:52 AM
April Mathies	Scratch Off Payout	1.00	($1.00)	440612	2	10/28/2016 9:59:17 AM
April Mathies	Scratch Off Payout	40.00	($40.00)	440628	2	10/28/2016 12:02:16 PM
Ethan Brown	Scratch Off Payout	20.00	($20.00)	436874	2	10/03/2016 7:56:32 PM
Ethan Brown	Scratch Off Payout	6.00	($6.00)	438880	2	10/15/2016 7:22:04 PM
Ethan Brown	Online Lotto Payout	9.00	($9.00)	441100	1	10/29/2016 6:40:11 PM
Jean Nichols	Scratch Off Payout	8.00	($8.00)	436987	2	10/04/2016 7:25:37 PM
Jean Nichols	Scratch Off Payout	26.00	($26.00)	438623	2	10/15/2016 10:07:15 AM
Jean Nichols	Scratch Off Payout	9.00	($9.00)	440213	2	10/24/2016 8:47:46 PM
Kristin Desm	Scratch Off Payout	56.00	($56.00)	437534	2	10/08/2016 10:46:26 AM
Kristin Desm	Scratch Off Payout	5.00	($5.00)	437565	2	10/08/2016 11:57:01 AM
Kristin Desm	Scratch Off Payout	1.00	($1.00)	437628	2	10/08/2016 2:26:46 PM
Kristin Desm	Scratch Off Payout	8.00	($8.00)	438851	1	10/15/2016 6:13:25 PM
Trevor Thompson	Scratch Off Payout	10.00	($10.00)	437783	2	10/08/2016 9:06:18 PM
Trevor Thompson	Scratch Off Payout	2.00	($2.00)	439781	2	10/22/2016 9:47:09 AM
Trevor Thompson	Scratch Off Payout	5.00	($5.00)	439784	2	10/22/2016 10:05:50 AM
Trevor Thompson	Online Lotto Payout	4.00	($4.00)	439804	2	10/22/2016 10:54:46 AM
Whitney Muetzel	Scratch Off Payout	1.00	($1.00)	437544	1	10/08/2016 11:15:06 AM
Whitney Muetzel	Scratch Off Payout	63.00	($63.00)	438302	2	10/13/2016 8:02:47 PM
Whitney Muetzel	Scratch Off Payout	15.00	($15.00)	441121	2	10/29/2016 7:27:00 PM
William Ludwig	Scratch Off Payout	2.00	($2.00)	438332	2	10/14/2016 11:03:56 AM
William Ludwig	Online Lotto Payout	5.00	($5.00)	438343	2	10/14/2016 11:51:26 AM
William Ludwig	Scratch Off Payout	8.00	($8.00)	438457	2	10/14/2016 4:49:04 PM
William Ludwig	Scratch Off Payout	6.00	($6.00)	439069	2	10/18/2016 9:50:12 AM
William Ludwig	Scratch Off Payout	3.00	($3.00)	439084	2	10/18/2016 12:34:31 PM
William Ludwig	Scratch Off Payout	2.00	($2.00)	439363	2	10/20/2016 9:52:44 AM
William Ludwig	Scratch Off Payout	3.00	($3.00)	439404	2	10/20/2016 2:18:52 PM
William Ludwig	Scratch Off Payout	9.00	($9.00)	439561	2	10/21/2016 12:45:38 PM
William Ludwig	Scratch Off Payout	2.00	($2.00)	439630	2	10/21/2016 3:49:44 PM
William Ludwig	Scratch Off Payout	30.00	($30.00)	440162	2	10/24/2016 4:44:46 PM
William Ludwig	Scratch Off Payout	25.00	($25.00)	440227	2	10/25/2016 10:56:18 AM
William Ludwig	Scratch Off Payout	1.00	($1.00)	441224	2	10/31/2016 3:39:51 PM
Total		529.00	($529.00)			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Hour of the day

KWIK TRIP INC.

Legal

PHONE 608-781-8988
FAX 608-793-6120

1626 Oak St., P.O. Box 2107
La Crosse, WI 54602

www.kwiktrip.com

VIA E-MAIL AND UPS

November 8, 2016

Renee Eckerly
CITY OF PAYNESVILLE
221 Wasburne Avenue
Paynesville, MN 56362

Re: Offer to Purchase
Paynesville, Minnesota

Dear Renee:

Regarding the accepted Offer to Purchase between the City of Paynesville, as Seller, and Kwik Trip, Inc. ("Kwik Trip"), as Buyer, for property located in Opportunity Park Second Addition, Paynesville, Minnesota ("Offer"), this is to confirm that Kwik Trip received its survey on November 1, 2016. As you know the Offer states that the Contingency Date and Closing Date shall be 180 days from Buyer's receipt of its survey. Accordingly this shall constitute formal notice that the Contingency Date and Closing Date shall be April 30, 2017.

I would appreciate it if you would obtain the signature below confirming the Seller's agreement to the contents of this letter and return a signed copy of this letter to me via email at Kklug@kwiktrip.com.

Thank you.

Very truly yours,

KWIK TRIP, INC.

By: _____
Jeffrey J. Wrobel, Vice President/CFO

Agreed to this ____ day of _____, 2016:

CITY OF PAYNESVILLE

By: _____
Jeff Thompson, Mayor