

REGULAR WASECA CITY COUNCIL MEETING

**WEDNESDAY, FEBRUARY 7, 2018**

7:00 P.M.

AGENDA

1 CALL TO ORDER/ROLL CALL

2 MOMENT OF SILENCE/PLEDGE OF ALLEGIANCE

3 APPROVAL OF AGENDA

4 PUBLIC COMMENT

**The Public Comment period of the meeting is for comments on issues that are not on the agenda. Those wishing to speak must state their name and address for the record after they reach the podium. Each person will have three (3) minutes to make his/her remarks. Speakers will address all comments to the City Council as a whole and not one individual councilor. The Council may not take action on issues presented during the Public Comment period, but, when appropriate, may refer the issue to the City Manager for follow up.**

5 REQUESTS AND PRESENTATIONS

None

6 CONSENT AGENDA

A. Minutes – Regular City Council meeting – January 16, 2018

B. Payroll & Expenditures

C. Minutes – City Council work session – January 16, 2018

D. Partial Payment - \*\*\*

E. **Resolution No. 18-08** – Authorizing Feasibility Study for Projects #2017-06 and #2018-01

7      ACTION AGENDA

- A.      **Resolution No. 18-07** – In Support of Corridors of Commerce Funding for the Expansion of U.S. Highway 14

8      REPORTS

- A.      City Manager's Report

- B.      Commission Reports

- Airport Bd-February 6 meeting (Councilmember Rose)
- HPC-February 5 meeting (Councilmember Tloughan)
- Park Board-February 6 meeting (Councilmember Christiansen)
  
- Fire Relief Association-January 31 meeting (Councilmember Conrath)

9      ANNOUNCEMENTS

10     ADJOURNMENT

MINUTES  
REGULAR WASECA CITY COUNCIL MEETING  
TUESDAY, JANUARY 16, 2018

**CALL TO ORDER/ROLL CALL**

- 1 The regular Waseca City Council meeting was called to order by Mayor Roy Srp at 7:00 p.m.

Councilmembers present:

Mayor Roy Srp	Allan Rose
Ann Fitch	Mark Christiansen
Jeremy Conrath	Daren Arndt
Les Tloughan	

Staff present:

Danny Lenz, City Manager  
Mark Duchene, City Engineer  
Mary Buenzow, City Clerk  
Jacob Kaplan, Waseca Police Department

**MOMENT OF SILENCE/PLEDGE OF ALLEGIANCE**

- 2 A moment of silence was observed. The Pledge of Allegiance to the Flag was recited.

**APPROVAL OF AGENDA**

- 3 Councilmember Fitch requested adding Discover Waseca Tourism to the list of Commission Reports. The City Manager noted the Airport Board and Fire Relief Association reports have already been given.

It was moved by Conrath, seconded by Arndt, to approve the agenda as amended; the motion carried 7-0.

**PUBLIC COMMENT**

- 4 Mayor Srp asked if there was anyone in the audience, not on the agenda, who wished to address the Council at this time. There were no comments.

**REQUESTS AND PRESENTATIONS**

- 5A **Fire Chief John Underwood**

Mayor Srp stated he is honored to have John Underwood present this evening to be pinned as the new Fire Chief. Mayor Srp provided background information regarding Chief Underwood's years of service with the Waseca Fire Department and commended him and the fire department for the great job they do in our community.

Chief Underwood was pinned by his wife, Lori Underwood.

Chief Underwood thanked his wife for her support. and the Mayor, City Council and City Manager for giving him this opportunity. He stated the Fire Department is a great group of people who always give 110%.

Chief Underwood stated tonight is the Fire Department's annual meeting and he invited the Council to the fire station after the council meeting for chili and oyster stew.

**5B Junior Achievement of Owatonna**

Laura Heyne, District Manager for Junior Achievement in Steele-Waseca County (JA), addressed the Council and gave some background information as to the Junior Achievement programs in Waseca. She stated JA conducts programs in partnership with the Waseca community for mentorship, role models, etc. and they currently work with Waseca grades K-5.

Ms. Heyne stated JA is asking for \$500 in support to cover the cost of a classroom. She requested the Council also approve the City allowing its employees to volunteer for JA during daytime hours.

Councilmember Fitch asked if this \$500 request is in addition to the \$1500 requested and received from the EDA. Ms. Heyne stated it is.

Councilmember Rose commented he felt this should be included in the community enhancement fund process, and wondered what fund the donation would come from. The City Manager explained during the last budget session the Council decided to make allocations to organizations and requests individually, and the Council has a fund for this to come out of. He added the EDA has their own budget under separate authority. The City Manager stated this is viewed as an economic development program but also as a community project.

Councilmember Fitch encouraged Ms. Heyne to come back to the EDA to request additional funds. She stated she is a JA volunteer, it is a wonderful experience and she would be in favor of allowing City employees to volunteer.

After further discussion it was moved by Rose, seconded by Srp, to approve \$500 to Junior Achievement of Owatonna;

**DISCUSSION**

Councilmember Arndt inquired whether this will be a yearly request and should be put into the budget. The City Manager replied it could be made part of the budget discussion.

**VOTE ON THE MOTION**

The motion carried 7-0.

It was moved by Rose, seconded by Srp to approve allowing city staff to volunteer for JA during daytime hours with the approval of HR and their supervisors, the motion carried 7-0.

### **CONSENT AGENDA**

- 6 It was moved by Fitch, seconded by Arndt, to approve the Consent Agenda as presented; the motion carried 7-0 and included the following:

- A. Minutes- Regular City Council meeting – January 2, 2018
- B. Minutes – Truth in Taxation meeting – December 5, 2017
- C. Minutes – City Council work session – November 28, 2017
- D. Payroll & Expenditures
- E. CSAH 14 Cooperative Agreement with Waseca County
- F. City Building Inspection Services contract amendment
- G. **Resolution No. 18-06** – Airport Fixed Base Operator contract
- H. Off Sale Liquor License application – Walmart, Inc.
- I. **Resolution No. 18-05** – Approving Off Site Gambling Permit – Sleigh & Cutter Festival

### **ACTION AGENDA**

#### **7A Council Board and Commission appointments**

The City Council annually reviews their appointments to various boards and commissions for the coming year. Unless otherwise noted, one councilmember serves on each board or commission.

A description of each board and their area of responsibility is included in the Council material. Councilmembers can be re-appointed to their current assignment or be assigned to a new board or commission as the Council wishes. Councilmembers were asked to submit their requests for a specific board or commission to the City Manager, to be placed on a chart for easier viewing.

It was moved by Tlougan, seconded by Arndt, to approve the Council board and commission appointments as follows; the motion carried 7-0

Airport Board – Councilmember Rose  
Charter Commission – Councilmember Rose  
EDA – Mayor Srp, Councilmember Fitch  
Heritage Preservation Commission – Councilmember Tlougan  
Human Rights Commission – Councilmember Fitch  
Park Board – Councilmember Christiansen  
Planning Commission – Councilmember Arndt  
Community Ed Advisory Board – Councilmember Fitch  
Discover Waseca Tourism Board – Councilmembers Conrath, Fitch  
Fire Relief Association – Councilmember Conrath  
Region 9 – Councilmember Arndt

#### **7B Citizen Board and Commission appointments**

Presented to the Council is a list of Advisory Boards and Commissions with vacancies as of January 31, 2018. Members whose terms expire have been notified by letter, requesting they let staff know if they are interested in reappointment. Notices of the vacancies were placed in the Waseca County News, and on the City's website and Facebook page.

It was moved by Tlougan, seconded by Rose, to appoint Larry Fischer, Greg Kaelberer and Jedidiah Kalbow to the Airport Board; the motion carried 7-0.

It was moved by Christiansen, seconded by Fitch, to appoint Dave Dunn to the EDA; the motion carried 7-0.

It was moved by Conrath, seconded by Fitch, to appoint Allen Judd to the Park Board; the motion carried 7-0.

Mayor Srp thanked everyone who volunteers to serve on boards and commissions and encouraged anyone who is interested in a board or commission to contact City Hall.

At this time, Airport Manager Maynard Stensrud addressed the Council and stated he wished to publicly thank City Engineer Mark DuChene for the excellent job he has done for the airport and the Airport Board during his five years with the City.

## **REPORTS**

### **8A City Manager's Report**

The City Manager distributed a tentative 2018 work session schedule. He stated a work session will be cancelled if there isn't something for the meeting agenda, and he will try to keep all work sessions on this list, unless an issue arises before a council meeting.

The Fire Department annual meeting is this evening and the Council is invited to the fire station for chili and oyster stew.

The City Manager stated he wished to thank City Engineer Mark DuChene, whose last day with the City is February 2<sup>nd</sup>. Mr. DuChene oversees a lot of areas in the City and does very well. He has worked on the public safety building, Tink Larson Field, and is in the middle of the Highway 14 project. The City Manager added that Mr. DuChene has also served as the Acting City Manager at times, and directly oversaw the Public Works department during the flood.

City Engineer Mark DuChene addressed the Council and stated it has been a great honor and privilege to work for the City. He has learned a lot and has grown professionally and personally during his time here. He stated he will miss everyone.

Mayor Srp commented that many staff members have told him what a great person Mark is and he commended Mark for making his career decision for the best interests of his family.

Councilmember Fitch asked the City Manager if it is possible for the Traffic Safety Board to look into placing a stop sign at 4<sup>th</sup> Street and 7<sup>th</sup> Avenue NE. *This item will be placed on an upcoming Planning Commission/Traffic Safety Board agenda.*

### **8B Commission Reports**

EDA - Mayor Srp reported the EDA listened to a Junior Achievement presentation from Laura Heyne. He stated the EDA has successfully changed its meeting date and time, and had good attendance at the last meeting. Councilmember Fitch added that two members, Russ Weir and Blain Nelson, are now on a committee for the Lower Property.

HPC – Councilmember Tlougan reported the HPC approved its meeting dates for the year. They also discussed the downtown nomination process, and want to make sure the Council is kept informed of what is happening. There was also discussion regarding the two depots in town, and that one depot is being considered for demolition because of its proximity to the tracks. After some discussion, Mayor Srp commented he would like to participate in discussions regarding the depots.

Councilmember Fitch inquired about historic street signs. Councilmember Tlougan replied this is the first year of the replacement cycle and as they finish the cycle, they will get done.

Park Board – Councilmember Christiansen reported the Board discussed lighting at Loon Lake Park. They are considering installing LED lights, which may help, but if more lighting is needed the Park Board will revisit this issue. The Park Board also discussed lighting on the north side of the bike trail, and a potential dog park. Councilmember Christiansen asked the Councilmembers whether they wish to continue moving forward on a dog park. The City Manager stated he will place this item on an upcoming work session agenda.

Discover Waseca Tourism – Councilmember Conrath stated the DWT welcomed two new members, reviewed the Spring Brochure, discussed the Sesquicentennial, and the Bike TRAM stop in Waseca in mid-July. Councilmember Fitch will represent the DWT at a State conference in March, and Councilmember Conrath will be meeting with Economic Development Coordinator Gary Sandholm to discuss the DWT taking over the tourism website. Councilmember Fitch commented there hasn't been anyone from Waseca attending the Explore Minnesota Tourism Conference in three years and she is looking forward to attending.

### **ANNOUNCEMENTS**

#### **9 Councilmembers made the following announcements:**

Councilmember Fitch commented on recent Minnesota sporting event wins.

Councilmember Arndt thanked City Engineer Mark DuChene for his service to the City and wished him well in his new job.

Councilmembers Conrath, Rose and Christiansen echoed Councilmember Arndt's comments to Mark DuChene and stated he will be missed.

Councilmember Christiansen commented it was nice to see more applicants for boards and commissions. He also mentioned the recent Minnesota Vikings win and stated it is good for Minnesota to have something positive to rally around.

Mayor Srp told of a conversation with his 5-year old granddaughter in which she said she did not know what the opposite of love would be, and he expressed his wish that everyone in the world could say the same thing.

Councilmember Rose stated he enjoyed having the Fire Department here as a group this evening and would like to see the Police Department come to a future Council meeting. The City Manager stated he will ask the Police Chief to bring her department with her when she presents her year-end report to the Council.

**ADJOURNMENT**

- 10      There being no further business to be brought before the Council, it was moved by Arndt, seconded by Conrath, to adjourn the meeting at 7:56 p.m.; the motion carried 7-0.

---

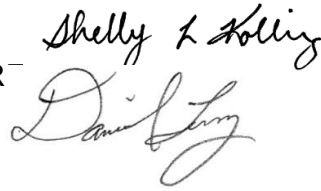
R. D. SRP  
MAYOR

---

MARY BUENZOW  
CITY CLERK

## LIST OF EXPENDITURES

February 6, 2018



City Council	4,250.00	
Streets	23,297.49	
Parks	11,008.19	
Wastewater	10,209.88	
Utility Administration	3,995.35	
Utility Billing	7,385.61	
Electric	13,568.21	
Water	4,959.93	
Building and Code Compliance	2,280.84	
Police	50,224.35	
Administration	6,736.47	
Community Aides	800.00	
Fire	8,668.83	
Volunteer Fire Department	550.03	
Election Judges	0.00	
PEG	1,133.64	
Finance	10,686.59	
Connections	3,768.39	
Community Development	5,121.20	
Engineering	14,329.46	
Water Park	2,404.16	
Econ Development	<u>2,344.15</u>	
 Total Gross Payroll	 187,722.77	
 *Less- Payroll Deductions	 <u>(60,838.13)</u>	
 Net Payroll Cost		\$ 126,884.64

\*These costs are included in Accounts Payable totals below

Accounts Payable

Expenditures dated:  
 January 13, 2018-February 1st, 2018  
 Includes check #'s 151546-151612  
 Bank ACH Withdrawals..... 1,094,589.53

GRAND TOTAL EXPENDITURES      \$ 1,221,474.17

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount	
<b>General Fund</b>						
01/31/2018	11818	ACH Internal Revenue Service	FEDERAL WITHHOLDING TAX Pay Period: 1/14/2018	101-21701-0000	17,173.96	M
Total 101217010000:					17,173.96	
01/31/2018	11813	MN Department of Revenue	STATE WITHHOLDING TAX Pay Period: 1/14/2018	101-21702-0000	8,287.19	M
Total 101217020000:					8,287.19	
01/31/2018	11818	ACH Internal Revenue Service	SOCIAL SECURITY Pay Period: 1/14/2018	101-21703-0000	7,597.65	M
01/31/2018	11818	ACH Internal Revenue Service	SOCIAL SECURITY Pay Period: 1/14/2018	101-21703-0000	7,597.65	M
Total 101217030000:					15,195.30	
01/31/2018	11814	Public Employees Retirement Assn (ACH	PERA COORD Emplr 1% Pay Period: 1/14/2018	101-21704-0000	1,162.76	M
01/31/2018	11814	Public Employees Retirement Assn (ACH	PERA COORDINATED Employee Pay Period: 1/14/201	101-21704-0000	7,557.85	M
01/31/2018	11814	Public Employees Retirement Assn (ACH	PERA POLICE Employee Pay Period: 1/14/2018	101-21704-0000	5,711.89	M
01/31/2018	11814	Public Employees Retirement Assn (ACH	DEF CONTRIBUTION/EMPL Pay Period: 1/14/2018	101-21704-0000	117.40	M
01/31/2018	11814	Public Employees Retirement Assn (ACH	PERA COORDINATED Employer Pay Period: 1/14/201	101-21704-0000	7,557.85	M
01/31/2018	11814	Public Employees Retirement Assn (ACH	PERA POLICE Employer Pay Period: 1/14/2018	101-21704-0000	8,567.85	M
01/31/2018	11814	Public Employees Retirement Assn (ACH	DEF CONT Employer Pay Period: 1/14/2018	101-21704-0000	117.40	M
Total 101217040000:					30,793.00	
02/01/2018	20180062	Greater Mankato Area United Way	UNITED WAY Pay Period: 1/14/2018	101-21708-0000	28.00	
Total 101217080000:					28.00	
02/01/2018	151588	NCPERS Minnesota - 8266711	LIFE INSURANCE - PERA Pay Period: 1/14/2018	101-21711-0000	224.00	
Total 101217110000:					224.00	
01/31/2018	11818	ACH Internal Revenue Service	MEDICARE Pay Period: 1/14/2018	101-21712-0000	2,531.18	M
01/31/2018	11818	ACH Internal Revenue Service	MEDICARE Pay Period: 1/14/2018	101-21712-0000	2,531.18	M
Total 101217120000:					5,062.36	
01/31/2018	11820	MSRS- (DEF COMP)	MSRS - ROTH (AFTER TAX) Pay Period: 1/14/2018	101-21713-0000	292.00	M
01/31/2018	11820	MSRS- (DEF COMP)	MSRS - DEF COMP Pay Period: 1/14/2018	101-21713-0000	425.00	M
Total 101217130000:					717.00	
01/31/2018	11817	Vantagepoint Transfer Agents 457	ICMA DEF COMPENSATION Pay Period: 1/14/2018	101-21714-0000	640.00	M
Total 101217140000:					640.00	
01/31/2018	11812	AFLAC	AFLAC AFTER TAX Pay Period: 1/14/2018	101-21715-0000	291.95	M
01/31/2018	11812	AFLAC	AFLAC PRE TAX Pay Period: 1/14/2018	101-21715-0000	654.85	M
01/31/2018	11812	AFLAC	AFLAC AFTER TAX Pay Period: 12/31/2017	101-21715-0000	291.95	M
01/31/2018	11812	AFLAC	AFLAC PRE TAX Pay Period: 12/31/2017	101-21715-0000	654.85	M
Total 101217150000:					1,893.60	
01/31/2018	11825	SelectAccount	FLEX/HSA Reimbursement	101-21716-0000	642.14	M
01/31/2018	11830	SelectAccount	Flex/HSA Reimbursement	101-21716-0000	26.08	M
01/31/2018	11815	SelectAccount	HSA DEDUCTION Pay Period: 1/14/2018	101-21716-0000	469.83	M

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount	
Total 101217160000:					1,138.05	
01/31/2018	11816	MN Child Support Payment Center	CHILD SUPPORT FLAT AMT Pay Period: 1/14/2018	101-21717-0000	1,099.67	M
Total 101217170000:					1,099.67	
02/01/2018	11819	Delta Dental	DENTAL FAMILY Employee Pay Period: 1/14/2018	101-21719-0000	1,382.15	M
02/01/2018	11819	Delta Dental	DENTAL SINGLE Employee Pay Period: 1/14/2018	101-21719-0000	647.74	M
Total 101217190000:					2,029.89	
01/31/2018	11823	Blue Cross Blue Shield of MN (ACH)	February Health Insurance	101-21720-0000	7,370.60	M
01/31/2018	11822	Blue Cross Blue Shield of MN (ACH)	January Health Insurance	101-21720-0000	7,370.60	M
Total 101217200000:					14,741.20	
02/01/2018	151567	Fidelity Security Life	VISION FAMILY Employee Pay Period: 1/14/2018	101-21722-0000	33.36	
02/01/2018	151567	Fidelity Security Life	VISION SINGLE Employee Pay Period: 1/14/2018	101-21722-0000	44.87	
02/01/2018	151567	Fidelity Security Life	VISION + ONE Employee Pay Period: 1/14/2018	101-21722-0000	11.23	
Total 101217220000:					89.46	
02/01/2018	151589	Nelson, Deanne	Overpayment of rental inspect fee	101-32190-0000	30.00	
Total 101321900000:					30.00	
02/01/2018	20180049	APG Media of So MN LLC	Ord 1060 hearing notice	101-41110-3400	87.76	
Total 101411103400:					87.76	
02/01/2018	151610	Waseca Rotary Club	Oct-Dec Membership	101-41110-4330	183.00	
Total 101411104330:					183.00	
02/01/2018	20180060	Discover Waseca Tourism	Lodging Tax	101-41110-4440	2,452.61	
Total 101411104440:					2,452.61	
02/01/2018	151576	Junior Achievement of Owatonna	Program Support	101-41110-4450	500.00	
Total 101411104450:					500.00	
01/31/2018	11823	Blue Cross Blue Shield of MN (ACH)	February Health Insurance	101-41320-1300	1,745.50	M
01/31/2018	11822	Blue Cross Blue Shield of MN (ACH)	January Health Insurance	101-41320-1300	1,745.50	M
Total 101413201300:					3,491.00	
01/31/2018	11824	Reliance Standard	February LTD Insurance	101-41320-1340	53.83	M
01/31/2018	11824	Reliance Standard	February LTD Insurance	101-41320-1340	10.11	M
01/31/2018	11824	Reliance Standard	February LTD Insurance	101-41320-1340	4.04	M
Total 101413201340:					67.98	
02/01/2018	20180063	Innovative Office Solutions LLC	Office Supplies	101-41320-2000	12.30	
02/01/2018	151592	Paperdirect Inc.	Paper	101-41320-2000	48.97	

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount	
Total 101413202000:					61.27	
02/01/2018	151596	Shred-it USA LLC	Shred	101-41320-3100	14.76	
Total 101413203100:					14.76	
02/01/2018	20180079	Sandholm, Gary	Meals for Econ Dev Activity	101-41320-3300	78.16	
Total 101413203300:					78.16	
02/01/2018	20180079	Sandholm, Gary	Mileage Reimb	101-41320-3350	253.59	
Total 101413203350:					253.59	
02/01/2018	20180049	APG Media of So MN LLC	Board.Commission Vacancy ad	101-41320-3400	300.00	
Total 101413203400:					300.00	
01/31/2018	11823	Blue Cross Blue Shield of MN (ACH)	February Health Insurance	101-41500-1300	4,453.12	M
01/31/2018	11822	Blue Cross Blue Shield of MN (ACH)	January Health Insurance	101-41500-1300	4,453.12	M
Total 101415001300:					8,906.24	
01/31/2018	11824	Reliance Standard	February LTD Insurance	101-41500-1340	72.53	M
Total 101415001340:					72.53	
02/01/2018	20180063	Innovative Office Solutions LLC	Office Supplies	101-41500-2000	4.21	
Total 101415002000:					4.21	
02/01/2018	151578	League of MN Cities	2018 Safety Trainin	101-41500-3300	20.00	
Total 101415003300:					20.00	
02/01/2018	20180068	Larson, Kristy	SMAHRA Meeting	101-41500-3350	33.79	
Total 101415003350:					33.79	
02/01/2018	151547	American Legal Publishing Corporation	2018 Internet Renewal	101-41600-3100	495.00	
Total 101416003100:					495.00	
02/01/2018	20180076	Pantheon Computer Systems Inc.	Firewall for City Hall	101-41920-2050	2,115.00	
02/01/2018	20180076	Pantheon Computer Systems Inc.	Speakers for Police	101-41920-2050	19.95	
Total 101419202050:					2,134.95	
02/01/2018	20180076	Pantheon Computer Systems Inc.	February Billing	101-41920-3100	5,625.00	
Total 101419203100:					5,625.00	
02/01/2018	151564	ESRI Inc.	Annual ArcGIS license	101-41920-4950	1,164.00	
02/01/2018	151593	PermitWorks LLC	Annual Software Support Plan	101-41920-4950	3,585.00	

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 101419204950:					4,749.00
02/01/2018	20180063	Innovative Office Solutions LLC	Office Supplies	101-41940-2000	8.36
02/01/2018	20180063	Innovative Office Solutions LLC	Office Supplies	101-41940-2000	22.20
02/01/2018	20180063	Innovative Office Solutions LLC	Copy Paper	101-41940-2000	806.70
Total 101419402000:					837.26
02/01/2018	20180077	Red Feather Paper Company	janitorial supplies	101-41940-2170	223.50
Total 101419402170:					223.50
02/01/2018	20180055	Cady Business Technologies Inc	Monthly Phone Support Plan	101-41940-3100	262.62
02/01/2018	151570	G & K Services	Mats	101-41940-3100	26.40
02/01/2018	151591	Orkin Pest Control Inc.	City Hall Pest Control	101-41940-3100	87.97
02/01/2018	20180080	ServiceMaster of Mankato/Waseca	Additional Cleaning	101-41940-3100	167.00
Total 101419403100:					543.99
02/01/2018	11836	Consolidated Communications	Monthly Billing	101-41940-3200	158.41 M
02/01/2018	11836	Consolidated Communications	Monthly Billing	101-41940-3200	74.16 M
Total 101419403200:					232.57
01/31/2018	11832	Centerpoint Energy	Monthly Billing	101-41940-3800	812.52 M
Total 101419403800:					812.52
02/01/2018	151560	Connors Plumbing & Heating Inc.	HVAC Repair	101-41940-4000	375.70
02/01/2018	151602	T & M Electric LLC	Light change to LED	101-41940-4000	35.00
Total 101419404000:					410.70
01/31/2018	11823	Blue Cross Blue Shield of MN (ACH)	February Health Insurance	101-41950-1300	1,275.62 M
01/31/2018	11822	Blue Cross Blue Shield of MN (ACH)	January Health Insurance	101-41950-1300	1,275.62 M
Total 101419501300:					2,551.24
01/31/2018	11824	Reliance Standard	February LTD Insurance	101-41950-1340	45.05 M
Total 101419501340:					45.05
02/01/2018	151566	Fame Awards	Name Plate	101-41950-2000	13.00
02/01/2018	20180063	Innovative Office Solutions LLC	Office Supplies	101-41950-2000	32.06
02/01/2018	20180063	Innovative Office Solutions LLC	Toner	101-41950-2000	529.08
02/01/2018	20180063	Innovative Office Solutions LLC	Notary Stamp	101-41950-2000	29.25
Total 101419502000:					603.39
02/01/2018	20180084	WSB & Associates Inc	On call planning services	101-41950-3000	282.50
Total 101419503000:					282.50
02/01/2018	20180049	APG Media of So MN LLC	Planning Commission notice	101-41950-3400	141.38
02/01/2018	20180049	APG Media of So MN LLC	Ord 1061 hearing notice	101-41950-3400	53.63

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount	
02/01/2018	20180049	APG Media of So MN LLC	Planning Commission 2018 Meeting Schedule	101-41950-3400	117.00	
Total 101419503400:					312.01	
01/31/2018	11823	Blue Cross Blue Shield of MN (ACH)	February Health Insurance	101-42100-1300	10,161.50	M
01/31/2018	11822	Blue Cross Blue Shield of MN (ACH)	January Health Insurance	101-42100-1300	10,161.50	M
Total 101421001300:					20,323.00	
01/31/2018	11823	Blue Cross Blue Shield of MN (ACH)	February Health Insurance	101-42100-1301	1,468.40	M
01/31/2018	11822	Blue Cross Blue Shield of MN (ACH)	January Health Insurance	101-42100-1301	1,468.40	M
Total 101421001301:					2,936.80	
01/31/2018	11824	Reliance Standard	February LTD Insurance	101-42100-1340	398.34	M
Total 101421001340:					398.34	
02/01/2018	151587	MN UI Fund	Fire Unemployment	101-42100-1410	8.23	
Total 101421001410:					8.23	
02/01/2018	20180063	Innovative Office Solutions LLC	Office supplies	101-42100-2000	40.02	
02/01/2018	20180063	Innovative Office Solutions LLC	Office supplies	101-42100-2000	80.67	
Total 101421002000:					120.69	
02/01/2018	20180071	Matson, Arik	Uniform allowance reimbursement	101-42100-2180	102.48	
Total 101421002180:					102.48	
02/01/2018	20180056	Central Fire Protection Inc.	equipment	101-42100-2190	22.00	
Total 101421002190:					22.00	
02/01/2018	151562	Driver and Vehicle Services	tabs	101-42100-3000	11.00	
02/01/2018	151591	Orkin Pest Control Inc.	Pest control	101-42100-3000	84.98	
Total 101421003000:					95.98	
02/01/2018	151570	G & K Services	Mats	101-42100-3100	11.78	
02/01/2018	151570	G & K Services	Mats	101-42100-3100	11.77	
02/01/2018	151570	G & K Services	Mats	101-42100-3100	11.77	
02/01/2018	151596	Shred-it USA LLC	Shred	101-42100-3100	67.96	
02/01/2018	151597	South Central Drug Investigative Unit	Drug Task force	101-42100-3100	5,000.00	
Total 101421003100:					5,103.28	
02/01/2018	11836	Consolidated Communications	Monthly Billing	101-42100-3200	158.41	M
02/01/2018	11836	Consolidated Communications	Monthly Billing	101-42100-3200	238.54	M
02/01/2018	11836	Consolidated Communications	Monthly Billing	101-42100-3200	22.71	M
02/01/2018	20180082	Sprint	IC trailer phone bill	101-42100-3200	39.99	
02/01/2018	151605	Verizon Wireless	Monthly Billing	101-42100-3200	884.62	
02/01/2018	151605	Verizon Wireless	Monthly Billing	101-42100-3200	50.92	

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 101421003200:					1,395.19
02/01/2018	151609	Waseca Glass Inc.	chip repair	101-42100-4040	35.00
Total 101421004040:					35.00
02/01/2018	151610	Waseca Rotary Club	Rotary club	101-42100-4330	217.00
Total 101421004330:					217.00
02/01/2018	151597	South Central Drug Investigative Unit	Swat-tactical services	101-42100-4370	1,500.00
Total 101421004370:					1,500.00
02/01/2018	151607	Vuleta, Predrag	Reserve separation payment	101-42100-4650	1,000.00
Total 101421004650:					1,000.00
01/31/2018	11823	Blue Cross Blue Shield of MN (ACH)	February Health Insurance	101-42200-1300	4,937.50 M
01/31/2018	11822	Blue Cross Blue Shield of MN (ACH)	January Health Insurance	101-42200-1300	4,937.50 M
Total 101422001300:					9,875.00
01/31/2018	11824	Reliance Standard	February LTD Insurance	101-42200-1340	50.82 M
Total 101422001340:					50.82
02/01/2018	20180063	Innovative Office Solutions LLC	Ink	101-42200-2000	312.40
Total 101422002000:					312.40
02/01/2018	20180056	Central Fire Protection Inc.	Extinguishers	101-42200-2160	40.00
02/01/2018	20180056	Central Fire Protection Inc.	Extinguisher Recharge	101-42200-2160	80.00
Total 101422002160:					120.00
02/01/2018	20180057	Charlie's Hardware	Parts & Supplies	101-42200-2170	5.94
02/01/2018	20180077	Red Feather Paper Company	Paper & Cleaning Products	101-42200-2170	189.75
Total 101422002170:					195.69
02/01/2018	20180075	Owatonna Shoe Company	Boots - Jon Kahnke	101-42200-2190	120.00
Total 101422002190:					120.00
02/01/2018	20180052	Bomgaars Supply	Parts & Supplies	101-42200-2400	120.75
Total 101422002400:					120.75
02/01/2018	151549	Ancom Communications Inc	Maintance Contract 2018	101-42200-3100	3,675.13
02/01/2018	151570	G & K Services	Mats	101-42200-3100	11.77
02/01/2018	151570	G & K Services	Mats	101-42200-3100	11.78
02/01/2018	151570	G & K Services	Mats	101-42200-3100	11.78
02/01/2018	20180073	Municipal Emergency Services Inc.	SCBA Repair	101-42200-3100	159.36
02/01/2018	20180081	Sportsmans Stop Inc.	Shipping	101-42200-3100	43.12

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount	
Total 101422003100:					3,912.94	
02/01/2018	11836	Consolidated Communications	Monthly Billing	101-42200-3200	22.72	M
02/01/2018	151605	Verizon Wireless	Monthly Billing	101-42200-3200	60.92	
Total 101422003200:					83.64	
02/01/2018	11836	Consolidated Communications	Monthly Billing	101-42200-3800	23.97	M
Total 101422003800:					23.97	
02/01/2018	151586	MN State Fire Chiefs Association	2018 Membership dues	101-42200-4330	1,074.00	
02/01/2018	151603	The Free Press	2018 subscription	101-42200-4330	287.88	
Total 101422004330:					1,361.88	
01/31/2018	11823	Blue Cross Blue Shield of MN (ACH)	February Health Insurance	101-42400-1300	1,292.00	M
01/31/2018	11823	Blue Cross Blue Shield of MN (ACH)	February Health Insurance	101-42400-1300	170.94	M
01/31/2018	11822	Blue Cross Blue Shield of MN (ACH)	January Health Insurance	101-42400-1300	1,292.00	M
01/31/2018	11822	Blue Cross Blue Shield of MN (ACH)	January Health Insurance	101-42400-1300	170.94	M
Total 101424001300:					2,925.88	
01/31/2018	11824	Reliance Standard	February LTD Insurance	101-42400-1340	19.49	M
01/31/2018	11824	Reliance Standard	February LTD Insurance	101-42400-1340	6.46	M
Total 101424001340:					25.95	
02/01/2018	151599	Stantec Consulting Services Inc	Wetland Conservation Act for Woods Edge Senior Housi	101-42400-3000	1,269.01	
Total 101424003000:					1,269.01	
02/01/2018	20180058	City Building Inspection Services LLC	Monthly Building Inspections	101-42400-3100	3,273.59	
02/01/2018	20180058	City Building Inspection Services LLC	Monthly Building Inspections	101-42400-3100	22,205.41	
02/01/2018	20180069	Lenz Lawn Care & Landscaping Inc.	Snow Removal	101-42400-3100	87.50	
Total 101424003100:					25,566.50	
02/01/2018	151605	Verizon Wireless	Monthly Billing	101-42400-3200	31.45	
Total 101424003200:					31.45	
02/01/2018	151583	MN Association of Housing Code Official	MN Association of Housing COde Officials Membership	101-42400-3300	20.00	
Total 101424003300:					20.00	
01/31/2018	11823	Blue Cross Blue Shield of MN (ACH)	February Health Insurance	101-43000-1300	170.94	M
01/31/2018	11823	Blue Cross Blue Shield of MN (ACH)	February Health Insurance	101-43000-1300	2,302.26	M
01/31/2018	11822	Blue Cross Blue Shield of MN (ACH)	January Health Insurance	101-43000-1300	170.94	M
01/31/2018	11822	Blue Cross Blue Shield of MN (ACH)	January Health Insurance	101-43000-1300	2,302.26	M
Total 101430001300:					4,946.40	
01/31/2018	11824	Reliance Standard	February LTD Insurance	101-43000-1340	6.66	M
01/31/2018	11824	Reliance Standard	February LTD Insurance	101-43000-1340	87.42	M

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount	
Total 101430001340:					94.08	
02/01/2018	20180063	Innovative Office Solutions LLC	Office Supplies	101-43000-2000	2.81	
02/01/2018	20180063	Innovative Office Solutions LLC	Office Supplies	101-43000-2000	.68	
Total 101430002000:					3.49	
02/01/2018	151605	Verizon Wireless	Monthly Billing	101-43000-3200	50.04	
Total 101430003200:					50.04	
02/01/2018	20180053	Bruder, Paul	reimbursement	101-43000-3300	97.89	
Total 101430003300:					97.89	
01/31/2018	11823	Blue Cross Blue Shield of MN (ACH)	February Health Insurance	101-43100-1300	2,690.01	M
01/31/2018	11823	Blue Cross Blue Shield of MN (ACH)	February Health Insurance	101-43100-1300	99.32	M
01/31/2018	11822	Blue Cross Blue Shield of MN (ACH)	January Health Insurance	101-43100-1300	2,690.01	M
01/31/2018	11822	Blue Cross Blue Shield of MN (ACH)	January Health Insurance	101-43100-1300	99.32	M
Total 101431001300:					5,578.66	
01/31/2018	11824	Reliance Standard	February LTD Insurance	101-43100-1340	80.94	M
01/31/2018	11824	Reliance Standard	February LTD Insurance	101-43100-1340	1.77	M
Total 101431001340:					82.71	
02/01/2018	20180052	Bomgaars Supply	Parts & Supplies	101-43100-2170	130.25	
02/01/2018	20180056	Central Fire Protection Inc.	Extinguisher Recharge	101-43100-2170	40.00	
02/01/2018	20180057	Charlie's Hardware	Parts & Supplies	101-43100-2170	286.23	
02/01/2018	151573	Hy-Vee Inc	Water	101-43100-2170	197.40	
02/01/2018	151590	Olsen Chain & Cable Inc	ttie off lanyards	101-43100-2170	334.48	
02/01/2018	151590	Olsen Chain & Cable Inc	shop lifting sling replacement	101-43100-2170	187.55	
02/01/2018	151609	Waseca Glass Inc.	glass	101-43100-2170	2.38	
02/01/2018	151609	Waseca Glass Inc.	Caulk	101-43100-2170	41.70	
Total 101431002170:					1,219.99	
02/01/2018	20180048	AmeriPride Services Inc	uniform service	101-43100-2180	162.67	
02/01/2018	20180048	AmeriPride Services Inc	uniform service	101-43100-2180	164.16	
02/01/2018	20180048	AmeriPride Services Inc	uniform service	101-43100-2180	163.42	
Total 101431002180:					490.25	
02/01/2018	11836	Consolidated Communications	Monthly Billing	101-43100-3200	23.97	M
Total 101431003200:					23.97	
01/31/2018	11832	Centerpoint Energy	Monthly Billing	101-43100-3800	1,092.98	M
Total 101431003800:					1,092.98	
01/31/2018	11823	Blue Cross Blue Shield of MN (ACH)	February Health Insurance	101-43125-1300	697.41	M
01/31/2018	11823	Blue Cross Blue Shield of MN (ACH)	February Health Insurance	101-43125-1300	99.32	M
01/31/2018	11822	Blue Cross Blue Shield of MN (ACH)	January Health Insurance	101-43125-1300	697.41	M

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount	
01/31/2018	11822	Blue Cross Blue Shield of MN (ACH)	January Health Insurance	101-43125-1300	99.32	M
Total 101431251300:					1,593.46	
01/31/2018	11824	Reliance Standard	February LTD Insurance	101-43125-1340	20.99	M
01/31/2018	11824	Reliance Standard	February LTD Insurance	101-43125-1340	1.77	M
Total 101431251340:					22.76	
02/01/2018	20180067	Kritzer Oil Company Inc.	Diesel Dyed	101-43125-2120	2,174.25	
02/01/2018	20180067	Kritzer Oil Company Inc.	Diesel Dyed	101-43125-2120	2,336.65	
Total 101431252120:					4,510.90	
02/01/2018	151555	Cargill Inc. - Salt Division	Road salt	101-43125-2170	8,856.04	
02/01/2018	151577	Kimball Midwest	cutting edge bolts	101-43125-2170	118.92	
Total 101431252170:					8,974.96	
01/31/2018	11823	Blue Cross Blue Shield of MN (ACH)	February Health Insurance	101-43170-1300	149.45	M
01/31/2018	11822	Blue Cross Blue Shield of MN (ACH)	January Health Insurance	101-43170-1300	149.45	M
Total 101431701300:					298.90	
01/31/2018	11824	Reliance Standard	February LTD Insurance	101-43170-1340	4.50	M
Total 101431701340:					4.50	
02/01/2018	20180057	Charlie's Hardware	Parts & Supplies	101-43170-2170	14.99	
Total 101431702170:					14.99	
01/31/2018	11823	Blue Cross Blue Shield of MN (ACH)	February Health Insurance	101-43220-1300	249.08	M
01/31/2018	11822	Blue Cross Blue Shield of MN (ACH)	January Health Insurance	101-43220-1300	249.08	M
Total 101432201300:					498.16	
01/31/2018	11824	Reliance Standard	February LTD Insurance	101-43220-1340	7.50	M
Total 101432201340:					7.50	
01/31/2018	11823	Blue Cross Blue Shield of MN (ACH)	February Health Insurance	101-45130-1300	1,033.60	M
01/31/2018	11822	Blue Cross Blue Shield of MN (ACH)	January Health Insurance	101-45130-1300	1,033.60	M
Total 101451301300:					2,067.20	
02/01/2018	151565	ET & T Distributors Inc	Chairs	101-45130-2410	1,430.85	
Total 101451302410:					1,430.85	
02/01/2018	151591	Orkin Pest Control Inc.	pest control	101-45130-3100	90.00	
Total 101451303100:					90.00	
02/01/2018	11836	Consolidated Communications	Monthly Billing	101-45130-3200	143.88	M

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount	
Total 101451303200:					143.88	
01/23/2018	151546	Moen, Joe	Vacation Payout	101-45200-1010	1,346.00	
Total 101452001010:					1,346.00	
01/31/2018	11831	MN State Retirement System	Retirement Severance	101-45200-1110	9,897.74	M
Total 101452001110:					9,897.74	
01/31/2018	11823	Blue Cross Blue Shield of MN (ACH)	February Health Insurance	101-45200-1300	3,085.90	M
01/31/2018	11823	Blue Cross Blue Shield of MN (ACH)	February Health Insurance	101-45200-1300	258.40	M
01/31/2018	11822	Blue Cross Blue Shield of MN (ACH)	January Health Insurance	101-45200-1300	3,085.90	M
01/31/2018	11822	Blue Cross Blue Shield of MN (ACH)	January Health Insurance	101-45200-1300	258.40	M
Total 101452001300:					6,688.60	
01/31/2018	11824	Reliance Standard	February LTD Insurance	101-45200-1340	75.68	M
01/31/2018	11824	Reliance Standard	February LTD Insurance	101-45200-1340	16.18	M
Total 101452001340:					91.86	
02/01/2018	151570	G & K Services	Uniforms	101-45200-2180	10.04	
02/01/2018	151570	G & K Services	Uniforms	101-45200-2180	10.05	
02/01/2018	151570	G & K Services	Uniforms	101-45200-2180	10.05	
Total 101452002180:					30.14	
02/01/2018	151580	McClune's Tree Service	Tree Removal and Trimming	101-45200-3100	5,320.00	
Total 101452003100:					5,320.00	
02/01/2018	20180049	APG Media of So MN LLC	Park Maintenance Worker Ad	101-45200-3400	156.00	
Total 101452003400:					156.00	
01/31/2018	11832	Centerpoint Energy	Monthly Billing	101-45200-3800	400.60	M
01/31/2018	11832	Centerpoint Energy	Monthly Billing	101-45200-3800	55.08	M
Total 101452003800:					455.68	
02/01/2018	151584	MN Department of Labor & Industry	annual lift license	101-45500-3100	100.00	
Total 101455003100:					100.00	
02/01/2018	11836	Consolidated Communications	Monthly Billing	101-45500-3800	47.52	M
02/01/2018	11836	Consolidated Communications	Monthly Billing	101-45500-3800	2.51	M
Total 101455003800:					50.03	
02/01/2018	151569	Four Seasons Athletics	Admin Staff	101-49210-4930	493.75	
Total 101492104930:					493.75	
02/01/2018	151558	Cintas Corporation	First Aid Police	101-49210-4940	35.42	

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount	
02/01/2018	151558	Cintas Corporation	First aid cabinet	101-49210-4940	239.89	
Total 101492104940:					275.31	
01/31/2018	11823	Blue Cross Blue Shield of MN (ACH)	February Health Insurance	101-49220-1540	518.00	M
01/31/2018	11822	Blue Cross Blue Shield of MN (ACH)	January Health Insurance	101-49220-1540	518.00	M
02/01/2018	11819	Delta Dental	January Cobra	101-49220-1540	68.92	M
02/01/2018	151567	Fidelity Security Life	January Vision Cobra	101-49220-1540	6.41	
Total 101492201540:					1,111.33	
Total General Fund:					274,157.09	
<b>Airport</b>						
02/01/2018	151570	G & K Services	Mats	230-49810-2170	3.84	
Total 230498102170:					3.84	
01/31/2018	11832	Centerpoint Energy	Monthly Billing	230-49810-3800	49.93	M
02/01/2018	151556	Centerpoint Energy	Final Bill-Maynard's Hangar	230-49810-3800	403.76	
01/31/2018	11826	Xcel Energy	Monthly Utilities	230-49810-3800	80.31	M
01/31/2018	11827	Xcel Energy	Monthly Utilities	230-49810-3800	290.45	M
01/31/2018	11828	Xcel Energy	Monthly utilities	230-49810-3800	165.33	M
Total 230498103800:					989.78	
02/01/2018	20180054	C & C Plumbing Inc.	FBO Hangar Heater Repair	230-49810-4000	1,550.00	
02/01/2018	20180057	Charlie's Hardware	Parts & Supplies	230-49810-4000	29.98	
02/01/2018	151600	Stensrud Aviation	FBO Hangar Repairs	230-49810-4000	348.90	
Total 230498104000:					1,928.88	
Total Airport:					2,922.50	
<b>Economic Development-General f</b>						
01/31/2018	11823	Blue Cross Blue Shield of MN (ACH)	February Health Insurance	261-46700-1300	646.00	M
01/31/2018	11822	Blue Cross Blue Shield of MN (ACH)	January Health Insurance	261-46700-1300	646.00	M
Total 261467001300:					1,292.00	
01/31/2018	11824	Reliance Standard	February LTD Insurance	261-46700-1340	10.11	M
Total 261467001340:					10.11	
02/01/2018	20180079	Sandholm, Gary	Mileage Reimb	261-46700-3300	253.59	
Total 261467003300:					253.59	
02/01/2018	20180049	APG Media of So MN LLC	Discover Waseca Ad	261-46700-3500	475.00	
Total 261467003500:					475.00	
Total Economic Development-General f:					2,030.70	
<b>Police Reserve</b>						
02/01/2018	151550	Androli, Jeff	Security at pagent	275-49212-3100	45.00	

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount	
Total 275492123100:					45.00	
Total Police Reserve:					45.00	
<b>Police Special Revenue Fund</b>						
02/01/2018	151608	Waseca County Attorney	Forfeited Vehicle	278-35200-0000	217.50	
Total 278352000000:					217.50	
Total Police Special Revenue Fund:					217.50	
<b>Safe Haven Grant</b>						
01/31/2018	11823	Blue Cross Blue Shield of MN (ACH)	February Health Insurance	279-46350-1300	2,049.90	M
01/31/2018	11822	Blue Cross Blue Shield of MN (ACH)	January Health Insurance	279-46350-1300	2,049.90	M
Total 279463501300:					4,099.80	
01/31/2018	11824	Reliance Standard	February LTD Insurance	279-46350-1340	27.15	M
Total 279463501340:					27.15	
02/01/2018	151587	MN UI Fund	Safe Haven Unemployment	279-46350-1410	4,695.00	
Total 279463501410:					4,695.00	
02/01/2018	20180063	Innovative Office Solutions LLC	Office supplies	279-46350-2000	411.16	
Total 279463502000:					411.16	
02/01/2018	151605	Verizon Wireless	Monthly Billing	279-46350-3200	50.92	
Total 279463503200:					50.92	
Total Safe Haven Grant:					9,284.03	
<b>PEG Channel</b>						
02/01/2018	20180050	B & H Photo	Insulated case	290-41920-5400	330.90	
Total 290419205400:					330.90	
Total PEG Channel:					330.90	
<b>2014A GO Bonds</b>						
02/01/2018	11834	U.S. Bank	Public Safety Bldg	390-47000-6000	85,000.00	M
02/01/2018	11834	U.S. Bank	NE Park Shelter	390-47000-6000	55,000.00	M
02/01/2018	11834	U.S. Bank	7th Ave NW	390-47000-6000	125,000.00	M
Total 390470006000:					265,000.00	
02/01/2018	11834	U.S. Bank	2014 A Interest	390-47000-6100	56,525.01	M
Total 390470006100:					56,525.01	
Total 2014A GO Bonds:					321,525.01	

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount	
<b>2014B Refunding Bond</b>						
02/01/2018	11833	U.S. Bank	Refunding Bonds series 2014B	395-47000-6000	60,000.00	M
Total 395470006000:					60,000.00	
02/01/2018	11833	U.S. Bank	Refunding Bonds series 2014B	395-47000-6100	22,150.00	M
Total 395470006100:					22,150.00	
Total 2014B Refunding Bond:					82,150.00	
<b>Capital Improvement</b>						
02/01/2018	151599	Stantec Consulting Services Inc	A/E Services	430-43010-5560	5,933.47	
02/01/2018	151599	Stantec Consulting Services Inc	Engineering	430-43010-5560	21,103.45	
Total 430430105560:					27,036.92	
Total Capital Improvement:					27,036.92	
<b>Annexation &amp; Growth fund</b>						
02/01/2018	151599	Stantec Consulting Services Inc	Fox Meadows Wetland Conservation Act Monitoring	470-46800-3000	2,382.76	
Total 470468003000:					2,382.76	
Total Annexation & Growth fund:					2,382.76	
<b>Water</b>						
02/01/2018	20180052	Bomgaars Supply	Parts & Supplies	601-49401-2210	15.99	
02/01/2018	151572	Hawkins Inc	Chemical Tubing	601-49401-2210	192.21	
Total 601494012210:					208.20	
02/01/2018	151553	Boss Supply Inc.	Valves	601-49401-2230	182.73	
02/01/2018	20180057	Charlie's Hardware	Parts & Supplies	601-49401-2230	.36	
Total 601494012230:					183.09	
01/31/2018	11829	Xcel Energy	December utility	601-49401-3800	190.19	M
Total 601494013800:					190.19	
02/01/2018	151572	Hawkins Inc	Replacement Chemical Equipment	601-49401-4000	12,080.40	
02/01/2018	151572	Hawkins Inc	Chlorine Equipment	601-49401-4000	1,238.00	
02/01/2018	151572	Hawkins Inc	Chemical Equipment	601-49401-4000	388.60	
Total 601494014000:					13,707.00	
02/01/2018	151585	MN Department of Natural Resources-O	Water Appropriation Fee	601-49401-4500	6,219.56	
Total 601494014500:					6,219.56	
01/31/2018	11823	Blue Cross Blue Shield of MN (ACH)	February Health Insurance	601-49430-1300	518.00	M
01/31/2018	11823	Blue Cross Blue Shield of MN (ACH)	February Health Insurance	601-49430-1300	849.76	M
01/31/2018	11822	Blue Cross Blue Shield of MN (ACH)	January Health Insurance	601-49430-1300	518.00	M
01/31/2018	11822	Blue Cross Blue Shield of MN (ACH)	January Health Insurance	601-49430-1300	849.76	M

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 601494301300:					2,735.52
01/31/2018	11824	Reliance Standard	February LTD Insurance	601-49430-1340	15.15 M
01/31/2018	11824	Reliance Standard	February LTD Insurance	601-49430-1340	22.64 M
Total 601494301340:					37.79
02/01/2018	151571	Hach Company	Lab Supplies	601-49430-2170	125.00
Total 601494302170:					125.00
02/01/2018	151570	G & K Services	Uniform	601-49430-2180	3.90
02/01/2018	151570	G & K Services	Uniforms	601-49430-2180	3.90
02/01/2018	151570	G & K Services	Uniforms	601-49430-2180	3.90
Total 601494302180:					11.70
02/01/2018	20180074	Northern Safety Co. Inc.	Safety Eye Wear	601-49430-2190	56.78
Total 601494302190:					56.78
02/01/2018	151574	Itron Inc	Water Meter ERTs	601-49430-2215	6,000.00
Total 601494302215:					6,000.00
02/01/2018	20180057	Charlie's Hardware	Parts & Supplies	601-49430-2230	9.98
Total 601494302230:					9.98
02/01/2018	20180061	Gopher State One-Call Inc	2018 Annual Facility Operator Fee	601-49430-3100	16.67
02/01/2018	20180065	Javens Mechanical Contracting Co.	RPZ Calibration Repairs	601-49430-3100	1,394.38
Total 601494303100:					1,411.05
02/01/2018	151605	Verizon Wireless	Monthly Billing	601-49430-3200	40.01
Total 601494303200:					40.01
01/31/2018	11823	Blue Cross Blue Shield of MN (ACH)	February Health Insurance	601-49585-1300	271.32 M
01/31/2018	11823	Blue Cross Blue Shield of MN (ACH)	February Health Insurance	601-49585-1300	511.13 M
01/31/2018	11822	Blue Cross Blue Shield of MN (ACH)	January Health Insurance	601-49585-1300	271.32 M
01/31/2018	11822	Blue Cross Blue Shield of MN (ACH)	January Health Insurance	601-49585-1300	511.13 M
Total 601495851300:					1,564.90
01/31/2018	11824	Reliance Standard	February LTD Insurance	601-49585-1340	3.65 M
01/31/2018	11824	Reliance Standard	February LTD Insurance	601-49585-1340	19.10 M
Total 601495851340:					22.75
02/01/2018	11836	Consolidated Communications	Monthly Billing	601-49585-3200	42.24 M
02/01/2018	151604	U.S. Postal Service	Postage - February utility bills	601-49585-3200	429.39
Total 601495853200:					471.63

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount	
02/01/2018	151559	City of Waseca	Summit AR payment	601-49585-4320	6.00	
02/01/2018	151601	Summit Account Resolution	Collection Fees	601-49585-4320	11.13	
Total 601495854320:					17.13	
01/31/2018	11823	Blue Cross Blue Shield of MN (ACH)	February Health Insurance	601-49586-1300	155.04	M
01/31/2018	11823	Blue Cross Blue Shield of MN (ACH)	February Health Insurance	601-49586-1300	426.36	M
01/31/2018	11822	Blue Cross Blue Shield of MN (ACH)	January Health Insurance	601-49586-1300	155.04	M
01/31/2018	11822	Blue Cross Blue Shield of MN (ACH)	January Health Insurance	601-49586-1300	426.36	M
Total 601495861300:					1,162.80	
01/31/2018	11824	Reliance Standard	February LTD Insurance	601-49586-1340	2.25	M
01/31/2018	11824	Reliance Standard	February LTD Insurance	601-49586-1340	11.37	M
Total 601495861340:					13.62	
02/01/2018	151548	American Water Works Association	AWWA Standards Subscription	601-49586-4330	767.00	
Total 601495864330:					767.00	
02/01/2018	20180076	Pantheon Computer Systems Inc.	February Billing	601-49586-4950	795.00	
Total 601495864950:					795.00	
02/01/2018	11833	U.S. Bank	Refunding Bonds series 2014B	601-49980-6000	3,911.00	M
Total 601499806000:					3,911.00	
02/01/2018	11833	U.S. Bank	Refunding Bonds series 2014B	601-49980-6100	673.18	M
Total 601499806100:					673.18	
Total Water:					40,334.88	
<b>Sanitary Sewer</b>						
01/31/2018	11823	Blue Cross Blue Shield of MN (ACH)	February Health Insurance	602-49470-1300	896.66	M
01/31/2018	11823	Blue Cross Blue Shield of MN (ACH)	February Health Insurance	602-49470-1300	99.32	M
01/31/2018	11822	Blue Cross Blue Shield of MN (ACH)	January Health Insurance	602-49470-1300	896.66	M
01/31/2018	11822	Blue Cross Blue Shield of MN (ACH)	January Health Insurance	602-49470-1300	99.32	M
Total 602494701300:					1,991.96	
01/31/2018	11824	Reliance Standard	February LTD Insurance	602-49470-1340	26.98	M
01/31/2018	11824	Reliance Standard	February LTD Insurance	602-49470-1340	1.77	M
Total 602494701340:					28.75	
02/01/2018	20180061	Gopher State One-Call Inc	2018 Annual Facility Operator Fee	602-49470-3100	16.67	
02/01/2018	20180085	Ziegler Inc	gas valve switch	602-49470-3100	761.73	
Total 602494703100:					778.40	
02/01/2018	11836	Consolidated Communications	Monthly Billing	602-49470-3200	385.12	M
02/01/2018	151605	Verizon Wireless	Monthly Billing	602-49470-3200	40.01	
02/01/2018	151605	Verizon Wireless	Monthly Billing	602-49470-3200	40.01	

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount	
Total 602494703200:					465.14	
01/31/2018	11832	Centerpoint Energy	Monthly Billing	602-49470-3800	198.35	M
Total 602494703800:					198.35	
02/01/2018	20180057	Charlie's Hardware	Parts & Supplies	602-49470-4020	89.96	
Total 602494704020:					89.96	
01/31/2018	11823	Blue Cross Blue Shield of MN (ACH)	February Health Insurance	602-49480-1300	4,238.64	M
01/31/2018	11822	Blue Cross Blue Shield of MN (ACH)	January Health Insurance	602-49480-1300	4,238.64	M
Total 602494801300:					8,477.28	
01/31/2018	11824	Reliance Standard	February LTD Insurance	602-49480-1340	75.56	M
Total 602494801340:					75.56	
02/01/2018	20180063	Innovative Office Solutions LLC	Desk Organizer	602-49480-2000	38.28	
Total 602494802000:					38.28	
02/01/2018	20180057	Charlie's Hardware	Parts & Supplies	602-49480-2170	37.50	
02/01/2018	151571	Hach Company	Lab Supplies	602-49480-2170	131.14	
02/01/2018	151572	Hawkins Inc	Alum	602-49480-2170	5,156.86	
02/01/2018	151582	Metro Sales Inc.	Copier Charge	602-49480-2170	437.00	
Total 602494802170:					5,762.50	
02/01/2018	20180052	Bomgaars Supply	Parts & Supplies	602-49480-2180	109.99	
02/01/2018	20180057	Charlie's Hardware	Parts & Supplies	602-49480-2180	46.97	
Total 602494802180:					156.96	
02/01/2018	20180059	Core & Main LP	Valve Parts	602-49480-2210	111.62	
02/01/2018	151572	Hawkins Inc	Chlorine Equipment	602-49480-2210	1,084.00	
02/01/2018	20180070	M & R Electric Inc.	Electric heater Chlorine Bldg	602-49480-2210	660.96	
02/01/2018	151606	Vessco Inc.	Loadsure Elements	602-49480-2210	326.62	
Total 602494802210:					2,183.20	
02/01/2018	20180052	Bomgaars Supply	Parts & Supplies	602-49480-2230	25.47	
Total 602494802230:					25.47	
02/01/2018	151552	BME Labstore	Lab equipment calibration	602-49480-3100	936.99	
02/01/2018	151570	G & K Services	Janitorial Supplies	602-49480-3100	15.68	
02/01/2018	151570	G & K Services	Mat Service	602-49480-3100	15.68	
02/01/2018	20180070	M & R Electric Inc.	Electrician	602-49480-3100	72.00	
02/01/2018	20180070	M & R Electric Inc.	Electrician	602-49480-3100	252.00	
02/01/2018	151598	Spee-Dee Delivery Service Inc.	Shipping	602-49480-3100	23.35	
Total 602494803100:					1,315.70	

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount	
02/01/2018	151557	CenturyLink	Internet	602-49480-3200	98.99	
02/01/2018	11836	Consolidated Communications	Monthly Billing	602-49480-3200	141.91	M
02/01/2018	151605	Verizon Wireless	Monthly Billing	602-49480-3200	50.92	
Total 602494803200:					291.82	
01/31/2018	11832	Centerpoint Energy	Monthly Billing	602-49480-3800	3,041.18	M
02/01/2018	151612	Xcel Energy	Monthly utilities (\$0.0715)	602-49480-3800	12,166.53	
Total 602494803800:					15,207.71	
02/01/2018	20180059	Core & Main LP	ODS Valves (4)	602-49480-4000	2,946.06	
02/01/2018	151571	Hach Company	Oxygen Probes (2)	602-49480-4000	4,112.84	
Total 602494804000:					7,058.90	
01/31/2018	11823	Blue Cross Blue Shield of MN (ACH)	February Health Insurance	602-49585-1300	271.32	M
01/31/2018	11823	Blue Cross Blue Shield of MN (ACH)	February Health Insurance	602-49585-1300	511.13	M
01/31/2018	11822	Blue Cross Blue Shield of MN (ACH)	January Health Insurance	602-49585-1300	271.32	M
01/31/2018	11822	Blue Cross Blue Shield of MN (ACH)	January Health Insurance	602-49585-1300	511.13	M
Total 602495851300:					1,564.90	
01/31/2018	11824	Reliance Standard	February LTD Insurance	602-49585-1340	3.65	M
01/31/2018	11824	Reliance Standard	February LTD Insurance	602-49585-1340	19.10	M
Total 602495851340:					22.75	
02/01/2018	11836	Consolidated Communications	Monthly Billing	602-49585-3200	42.24	M
02/01/2018	151604	U.S. Postal Service	Postage - February utility bills	602-49585-3200	429.39	
Total 602495853200:					471.63	
02/01/2018	151559	City of Waseca	Summit AR payment	602-49585-4320	11.50	
02/01/2018	151601	Summit Account Resolution	Collection Fees	602-49585-4320	21.34	
Total 602495854320:					32.84	
01/31/2018	11823	Blue Cross Blue Shield of MN (ACH)	February Health Insurance	602-49586-1300	155.04	M
01/31/2018	11823	Blue Cross Blue Shield of MN (ACH)	February Health Insurance	602-49586-1300	426.36	M
01/31/2018	11822	Blue Cross Blue Shield of MN (ACH)	January Health Insurance	602-49586-1300	155.04	M
01/31/2018	11822	Blue Cross Blue Shield of MN (ACH)	January Health Insurance	602-49586-1300	426.36	M
Total 602495861300:					1,162.80	
01/31/2018	11824	Reliance Standard	February LTD Insurance	602-49586-1340	2.25	M
01/31/2018	11824	Reliance Standard	February LTD Insurance	602-49586-1340	11.37	M
Total 602495861340:					13.62	
02/01/2018	20180076	Pantheon Computer Systems Inc.	February Billing	602-49586-4950	795.00	
Total 602495864950:					795.00	
02/01/2018	20180064	Insituform Technologies USA Inc	Payment No. Two 2017 San Sewer Rehab	602-49593-5300	44,174.14	
02/01/2018	151595	Short Elliott Hendrickson, Inc	Engineering	602-49593-5300	4,816.46	

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount	
Total 602495935300:					48,990.60	
02/01/2018	151563	Electric Motor/Bearing Service Inc.	Chemical Pumps Rebuild	602-49593-5400	866.76	
Total 602495935400:					866.76	
02/01/2018	11833	U.S. Bank	Refunding Bonds series 2014B	602-49980-6000	66,089.00	M
Total 602499806000:					66,089.00	
02/01/2018	11835	MN Public Facilities Authority	1st half payment on GO Bonds	602-49980-6100	80,819.66	M
02/01/2018	11833	U.S. Bank	Refunding Bonds series 2014B	602-49980-6100	11,376.82	M
Total 602499806100:					92,196.48	
Total Sanitary Sewer:					256,352.32	
<b>Electric Utility</b>						
01/31/2018	11823	Blue Cross Blue Shield of MN (ACH)	February Health Insurance	604-49570-1300	140.61	M
01/31/2018	11822	Blue Cross Blue Shield of MN (ACH)	January Health Insurance	604-49570-1300	140.61	M
Total 604495701300:					281.22	
01/31/2018	11824	Reliance Standard	February LTD Insurance	604-49570-1340	2.88	M
Total 604495701340:					2.88	
01/31/2018	11823	Blue Cross Blue Shield of MN (ACH)	February Health Insurance	604-49571-1300	3,102.16	M
01/31/2018	11822	Blue Cross Blue Shield of MN (ACH)	January Health Insurance	604-49571-1300	3,102.16	M
Total 604495711300:					6,204.32	
01/31/2018	11824	Reliance Standard	February LTD Insurance	604-49571-1340	63.55	M
Total 604495711340:					63.55	
02/01/2018	20180057	Charlie's Hardware	Parts & Supplies	604-49571-2170	1.60	
02/01/2018	151573	Hy-Vee Inc	Water	604-49571-2170	59.80	
Total 604495712170:					61.40	
02/01/2018	20180061	Gopher State One-Call Inc	2018 Annual Facility Operator Fee	604-49571-3100	16.66	
Total 604495713100:					16.66	
02/01/2018	151605	Verizon Wireless	Monthly Billing	604-49571-3200	80.02	
Total 604495713200:					80.02	
01/31/2018	11823	Blue Cross Blue Shield of MN (ACH)	February Health Insurance	604-49572-1300	311.97	M
01/31/2018	11822	Blue Cross Blue Shield of MN (ACH)	January Health Insurance	604-49572-1300	311.97	M
Total 604495721300:					623.94	
01/31/2018	11824	Reliance Standard	February LTD Insurance	604-49572-1340	6.39	M

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount	
Total 604495721340:					6.39	
01/31/2018	11823	Blue Cross Blue Shield of MN (ACH)	February Health Insurance	604-49573-1300	562.43	M
01/31/2018	11822	Blue Cross Blue Shield of MN (ACH)	January Health Insurance	604-49573-1300	562.42	M
Total 604495731300:					1,124.85	
01/31/2018	11824	Reliance Standard	February LTD Insurance	604-49573-1340	11.52	M
Total 604495731340:					11.52	
01/31/2018	11823	Blue Cross Blue Shield of MN (ACH)	February Health Insurance	604-49574-1300	158.18	M
01/31/2018	11822	Blue Cross Blue Shield of MN (ACH)	January Health Insurance	604-49574-1300	158.18	M
Total 604495741300:					316.36	
01/31/2018	11824	Reliance Standard	February LTD Insurance	604-49574-1340	3.24	M
Total 604495741340:					3.24	
01/31/2018	11823	Blue Cross Blue Shield of MN (ACH)	February Health Insurance	604-49584-1300	118.65	M
01/31/2018	11822	Blue Cross Blue Shield of MN (ACH)	January Health Insurance	604-49584-1300	118.65	M
Total 604495841300:					237.30	
01/31/2018	11824	Reliance Standard	February LTD Insurance	604-49584-1340	2.43	M
Total 604495841340:					2.43	
01/31/2018	11823	Blue Cross Blue Shield of MN (ACH)	February Health Insurance	604-49585-1300	219.64	M
01/31/2018	11823	Blue Cross Blue Shield of MN (ACH)	February Health Insurance	604-49585-1300	514.37	M
01/31/2018	11822	Blue Cross Blue Shield of MN (ACH)	January Health Insurance	604-49585-1300	219.64	M
01/31/2018	11822	Blue Cross Blue Shield of MN (ACH)	January Health Insurance	604-49585-1300	514.37	M
Total 604495851300:					1,468.02	
01/31/2018	11824	Reliance Standard	February LTD Insurance	604-49585-1340	2.95	M
01/31/2018	11824	Reliance Standard	February LTD Insurance	604-49585-1340	19.22	M
Total 604495851340:					22.17	
02/01/2018	11836	Consolidated Communications	Monthly Billing	604-49585-3200	79.21	M
02/01/2018	11836	Consolidated Communications	Monthly Billing	604-49585-3200	23.97	M
02/01/2018	151604	U.S. Postal Service	Postage - February utility bills	604-49585-3200	429.39	
Total 604495853200:					532.57	
02/01/2018	151559	City of Waseca	Summit AR payment	604-49585-4320	32.50	
02/01/2018	151601	Summit Account Resolution	Collection Fees	604-49585-4320	60.31	
Total 604495854320:					92.81	
01/31/2018	11823	Blue Cross Blue Shield of MN (ACH)	February Health Insurance	604-49586-1300	297.16	M
01/31/2018	11823	Blue Cross Blue Shield of MN (ACH)	February Health Insurance	604-49586-1300	439.28	M
01/31/2018	11822	Blue Cross Blue Shield of MN (ACH)	January Health Insurance	604-49586-1300	297.16	M

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount	
01/31/2018	11822	Blue Cross Blue Shield of MN (ACH)	January Health Insurance	604-49586-1300	439.28	M
Total 604495861300:					1,472.88	
01/31/2018	11824	Reliance Standard	February LTD Insurance	604-49586-1340	4.31	M
01/31/2018	11824	Reliance Standard	February LTD Insurance	604-49586-1340	11.72	M
Total 604495861340:					16.03	
02/01/2018	151581	McGrann Shea Carnival Straughn & Lam	Attorney	604-49586-3000	3,105.00	
Total 604495863000:					3,105.00	
02/01/2018	151596	Shred-it USA LLC	Shred	604-49586-3100	14.76	
Total 604495863100:					14.76	
02/01/2018	20180072	MN Municipal Utilities Association	MMUA 2018 Dues	604-49586-4330	10,360.00	
Total 604495864330:					10,360.00	
02/01/2018	20180076	Pantheon Computer Systems Inc.	February Billing	604-49586-4950	795.00	
Total 604495864950:					795.00	
02/01/2018	151594	Schumacher Electric Inc	House Conversions (4)	604-49593-5300	460.70	
Total 604495935300:					460.70	
02/01/2018	20180051	Barr Engineering Company	Circuit Switcher Engineering	604-49593-5400	1,535.71	
Total 604495935400:					1,535.71	
Total Electric Utility:					28,911.73	
<b>Storm Water Utility</b>						
01/31/2018	11823	Blue Cross Blue Shield of MN (ACH)	February Health Insurance	651-43140-1300	298.89	M
01/31/2018	11822	Blue Cross Blue Shield of MN (ACH)	January Health Insurance	651-43140-1300	298.89	M
Total 651431401300:					597.78	
01/31/2018	11824	Reliance Standard	February LTD Insurance	651-43140-1340	8.99	M
Total 651431401340:					8.99	
02/01/2018	151575	Joseph G. Pollard Co. Inc.	pipe plug	651-43140-4000	324.13	
Total 651431404000:					324.13	
01/31/2018	11823	Blue Cross Blue Shield of MN (ACH)	February Health Insurance	651-49585-1300	80.88	M
01/31/2018	11822	Blue Cross Blue Shield of MN (ACH)	January Health Insurance	651-49585-1300	80.88	M
Total 651495851300:					161.76	
01/31/2018	11824	Reliance Standard	February LTD Insurance	651-49585-1340	3.02	M

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount	
Total 651495851340:					3.02	
Total Storm Water Utility:					1,095.68	
<b>Central Garage Services</b>						
01/31/2018	11823	Blue Cross Blue Shield of MN (ACH)	February Health Insurance	701-43180-1300	1,688.44	M
01/31/2018	11822	Blue Cross Blue Shield of MN (ACH)	January Health Insurance	701-43180-1300	1,688.44	M
Total 701431801300:					3,376.88	
01/31/2018	11824	Reliance Standard	February LTD Insurance	701-43180-1340	30.12	M
Total 701431801340:					30.12	
02/01/2018	20180052	Bomgaars Supply	Parts & Supplies	701-43180-2170	25.98	
02/01/2018	20180057	Charlie's Hardware	Parts & Supplies	701-43180-2170	34.47	
02/01/2018	20180083	Terminal Supply Co	metal paint markers	701-43180-2170	79.34	
Total 701431802170:					139.79	
02/01/2018	151551	Auto Value Waseca	Assorted parts	701-43180-2210	83.47	
02/01/2018	151561	Demi Ford Lincoln Mercury Inc	Part	701-43180-2210	54.76	
02/01/2018	151568	FleetPride Inc	reseal	701-43180-2210	177.90	
02/01/2018	151579	MacQueen Equipment Inc.	Seal Kits	701-43180-2210	237.41	
02/01/2018	20180078	Sanco Equipment LLC	spring	701-43180-2210	71.72	
02/01/2018	20180085	Ziegler Inc	crank case breather filters	701-43180-2210	30.12	
02/01/2018	20180085	Ziegler Inc	wear blocks & round bars	701-43180-2210	761.34	
02/01/2018	20180085	Ziegler Inc	thermostat for snogo blower	701-43180-2210	62.45	
02/01/2018	20180085	Ziegler Inc	carbide wear blocks	701-43180-2210	229.85-	
Total 701431802210:					1,249.32	
02/01/2018	20180052	Bomgaars Supply	Parts & Supplies	701-43180-2400	487.23	
Total 701431802400:					487.23	
Total Central Garage Services:					5,283.34	
<b>Property and Liability Insuran</b>						
02/01/2018	151554	Braun Intertec Corporation	Special testing services	702-49955-3610	3,753.00	
02/01/2018	20180066	Kraus-Anderson	CMA Services	702-49955-3610	33,761.17	
02/01/2018	151611	Widseth Smith Nolting & Assoc Inc	A/E Services	702-49955-3610	3,015.00	
Total 702499553610:					40,529.17	
Total Property and Liability Insuran:					40,529.17	
Grand Totals:					1,094,589.53	

---

Report Criteria:

Report type: GL detail  
[Report].Amount = {<>} 0

---

MINUTES  
WASECA CITY COUNCIL WORK SESSION  
TUESDAY, JANUARY 16, 2018

6C

The Waseca City Council work session began in the City Council Chambers at 6:00 p.m.

Councilmembers present:

Mayor Roy Srp	Allan Rose
Ann Fitch	Mark Christiansen
Jeremy Conrath	Daren Arndt
Les Tlougan	

Staff present:

Danny Lenz, City Manager  
Mark DuChene, City Engineer  
Mary Buenzow, City Clerk

**CLEAR LAKE RECREATION RENTALS**

The City Manager explained staff has been working with Community Ed to accomplish goals, which include increasing attendance and participation at the City's parks.

**Paul DeMorett and Warren Ellingworth, Waseca Community Ed** were present with a proposal for a recreational rental program at Clear Lake Park.

Mr. Ellingworth explained Clear Lake has a great space and is a favorite park for residents. In summary, the City is providing the rental space (Beach House) and helping Community Ed prepare the building, to equip it with hangars for life jackets and canoe paddles. Community Ed will be purchasing the equipment, which will include one canoe, 6 kayaks and 4 paddleboards.

Mr. Ellingworth stated the rental fee will be \$5.00 per hour and it will be an honor system. Punch cards will also be offered, at 5 punches for \$20.00.

Mr. Ellingworth stated there will be a banner on the back side of the building so as to inform park visitors where the rentals are located. Sandwich boards will be placed at each end of the park during the hours when the rental building is open.

In addition, Mr. Ellingworth stated Community Ed has a lot of bicycles that are underutilized and they can be rented. The punch cards can be used for those as well.

Mr. Ellingworth stated rental times will be Saturdays and Sundays from noon to 6:00 p.m., from Memorial Day weekend to Labor Day weekend, and July 4<sup>th</sup> as well. The rental building will also be open on July 17<sup>th</sup> and 18<sup>th</sup> for the bike event. Residents can also call Community Ed for private rentals.

Regarding the costs for rentals, Mr. DeMorett stated the goal is to break even, and hopefully make a little money to cover replacement costs.

Mr. Ellingworth stated there is also a lot of yard game equipment that has been underutilized.

Concessions will be available, which will include pre-packaged items, i.e., water, pop, candy.

Regarding staffing, Mr. Ellingworth stated Community Ed will pay staff to work and is partnering with Water Park Manager Sara McKay. Staff will also be available to work at the water park and Community Ed will be matching the Water Park pay scale.

Mr. Ellingworth distributed a handout with photo ideas on the placement/storage of the rental items and the layout of the Beach House rental office and concessions.

Councilmember Fitch asked how Community Ed plans to combat theft, i.e. holding drivers licenses, etc. Mr. Ellingworth stated they will only require a name and phone number. Mr. DeMorett commented there may be people who just happen to be at the park and wouldn't have a driver's license with them. He stated thefts are possible but he does not anticipate losing any big equipment.

Councilmember Tloutan asked if Community Ed will label the items to identify whose they are. Mr. DeMorett stated they will have something that identifies them as belonging to Community Ed.

Mr. Ellingworth commented he will be taking aquatic invasive species training from the DNR. Rental items of a certain size must be registered with the DNR and can't leave the lake as part of the agreement with the DNR.

Mayor Srp inquired about liability insurance. Mr. Ellingworth stated they are working on that issue as well as a waiver that will be forwarded to the City Attorney for review. Mr. DeMorett stated since Community Ed owns the equipment, the liability would be theirs. If there is an incident in the building, the liability would be the City's. The City Manager commented the City will be listed as an additional insured on Community Ed's insurance.

The City Manager asked the Council if they wish to move forward with this proposal.

Councilmember Conrath asked whether there will be a paddleboat available for rental. Mr. DeMorett stated that may be something to be added at a later date. Mr. Ellingworth stated he is creating a survey for park users, to find out what they use, and hope to build on the program.

Councilmember Arndt asked if there would be staff available if they need to be open during the week. Mr. Ellingworth stated his previous experience has shown that weekly rentals were poorly attended.

The City Manager stated they want to start small and hope this is a big success. If so they may expand the hours, etc. Mr. DeMorett also commented they are not interested in infringing on the campground's activities.

The City Manager stated staff will move forward with this and will provide the Council with updates on how it is going.

The work session ended at 6:28 p.m.

---

R. D. SRP  
MAYOR

---

MARY BUENZOW  
CITY CLERK

## CONTRACT CONSTRUCTION PAYMENT REQUEST

DATE: January 19, 2018

TO: Mayor & City Council  
Danny Lenz, City Manager

PROJECT NAME: 2017 Sanitary Sewer Rehabilitation

CITY PROJECT NO. 2017-09

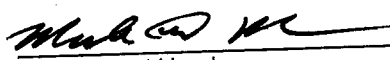

PAYMENT REQUEST : NO. TWO

PAYMENT PERIOD : November 16, 2017 to December 31, 2017

CONTRACTOR: Insituform Technologies, USA, LLC

PAYMENT AMOUNT: \$44,174.14

Approved By:

  
\_\_\_\_\_  
Department Head1.19.18  
\_\_\_\_\_  
Date  
\_\_\_\_\_  
Director of Finance1/23/2018  
\_\_\_\_\_  
Date  
\_\_\_\_\_  
City Manager1/23/18  
\_\_\_\_\_  
Date

# Application for Payment (continued)

Total Contract Amount	\$ 190,434.70	Total Amount Earned	\$ 219,294.00
Contract Change Order No. 1	\$ 34,104.80	Material Suitably Stored on Site, Not Incorporated into Work	
Adjusted Contract Amount	\$ 224,539.50	Percent Complete	
Contract Change Order No.		Percent Complete	
Less Previous Applications:		GROSS AMOUNT DUE	\$ 219,294.00
AFP No. 1: \$164,155.16	AFP No. 6:	LESS 5 % RETAINAGE	\$ 10,964.70
AFP No. 2:	AFP No. 7:	AMOUNT DUE TO DATE	\$ 208,329.30
AFP No. 3:	AFP No. 8:	LESS PREVIOUS APPLICATIONS	\$ 164,155.16
AFP No. 4:	AFP No. 9:	AMOUNT DUE THIS APPLICATION	\$ 44,174.14
AFP No. 5:			

## CONTRACTOR'S AFFIDAVIT

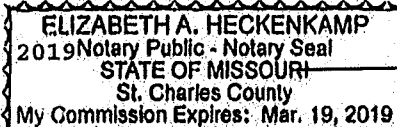
The undersigned Contractor hereby swears under penalty of perjury that (1) all previous progress payments received from the Owner on account of work performed under the Contract referred to above have been applied by the undersigned to discharge in full all obligations of the undersigned incurred in connection with work covered by prior Applications for Payment under said contract, 2017 Sanitary Sewer Rehabilitation, Waseca, MN, and (2) all material and equipment incorporated in said Project or otherwise listed in or covered by this Application for Payment and free and clear of all liens, claims, security interests and encumbrances.

Date January 18, 2018, Instuform Technologies USA, LLC  
(Contractor)

COUNTY OF Saint Charles )  
STATE OF Missouri ) SS By TS - Pabst Sr. Controller  
(Name and Title)

Before me on this 18th day of January, 2018, personally appeared Brandon Pabst known to be, who being duly sworn did depose and say that he is the Senior Controller (office) of the Contractor above mentioned that he executed the above Application for Payment and Affidavit on behalf of said Contractor; and that all of the statements contained therein are true, correct and complete.

My Commission expires March 19,



Elizabeth A. Heckenkamp  
(Notary Public)

The undersigned has checked the Contractor's Application for Payment shown above. A part of this Application is the Contractor's Affidavit stating that all previous payments to him under this contract have been applied by him to discharge in full all of his obligations in connecting with the work by all prior Applications for Payment.

In accordance with the Contract, the undersigned recommends approval of payment to the Contractor for the Amount due.

By Short Elliott Hendrickson Inc.  
Date 01/16/18

City of Waseca  
By Mark D. W.  
Date 1-19-18



Application for Payment  
(Unit Price Contract)  
No. 2

Eng. Project No.: WASCI 140805

Location: Waseca, MN

Contractor Insituform Technologies USA, LLC

Contract Date May 2, 2017

17988 Edison Avenue

Chesterfield, MO 63005

Contract Amount \$ 224,539.50

Contract for 2017 Sanitary Sewer Rehabilitation

Application Date 1/16/18

For Period Ending 12/31/17

Item No.	Item	Unit	Est. Quantity	Quantity to Date	Unit Price	Total Price
1	MOBILIZATION	LS	1	1	\$10,024.50	\$10,024.50
2	TRAFFIC CONTROL	LS	1	1	1,300.20	\$1,300.20
3	6-INCH CIPP SANITARY SEWER	LF	310	306	26.80	\$8,200.80
4	8-INCH CIPP SANITARY SEWER	LF	6,588	6,459	21.70	\$140,160.30
5	10-INCH CIPP SANITARY SEWER	LF	1,690	1,685	27.00	\$45,495.00
6	CONTINUOUS TEMPERATURE	LF	8,588	7,428	1.90	\$14,113.20

**Total Contract Amount**

**\$219,294.00**

<b>Title:</b>	RESOLUTION NO. 18-08 AUTHORIZING CITY STAFF TO PREPARE A FEASIBILITY REPORT FOR THE 2018 CITY STREET, WATER MAIN AND DRAINAGE IMPROVEMENT PROJECTS, CITY PROJECTS 2017-06 & 2018-01		
<b>Meeting Date:</b>	February 7, 2018	<b>Agenda Item Number:</b>	<b>6E</b>
<b>Action:</b>	<input type="checkbox"/> MOTION <input type="checkbox"/> REQUESTS/PRESENTATIONS <input checked="" type="checkbox"/> RESOLUTION <input type="checkbox"/> ORDINANCE <input type="checkbox"/> DISCUSSION	<b>Supporting Documents:</b>	Project Area Maps Resolution
<b>Originating Department:</b>	Engineering	<b>Presented By:</b>	Consent Agenda
<b>Approved By City Manager:</b> <input checked="" type="checkbox"/>	<b>Proposed Action:</b> Motion to Adopt Resolution No. 18-08 Authorizing City Staff to Prepare a Feasibility Report For The 2018 City Street, Water Main and Drainage Improvement Projects, City Projects Nos. 2017-06 & 2018-01		

**BACKGROUND:** The streets recommended for improvements in the 2018-01 project show significant surface distresses and failures in the asphalt. In addition, the 7th Avenue SE portion of the project has new water main and sidewalk proposed.

Proposed project financing for the 2018-01 project is through property tax levy revenue, utility enterprise funds and special assessments issued under Minnesota Statutes, Chapter 429 for local improvements. A portion of the total project cost will be assessed to property owners abutting the identified improvements.

The drainage improvements recommended in the 2017-06 project were petitioned for by adjacent property owners in accordance with City Policy.

The total project cost for the drainage improvements will be assessed to contributing property owners per City Assessment Policy.

A neighborhood meeting for the projects was held on January 22<sup>nd</sup>, 2018 from 4-6 pm giving residents the opportunity to speak with engineering staff regarding site concerns and to provide an early explanation of the project process.

**BUDGET IMPACT:** These projects are funded through the Capital Improvement Fund which receives its funding from the property tax levy, utility enterprise funds and special assessments. A portion of this project will be funded by special assessments to the benefiting properties.

**POLICY QUESTION:** Are the proposed improvements consistent with the City of Waseca's Pavement Management Policy and Special Assessment Policy? Yes, the proposed project is consistent with pavement management policy for the City and is necessary to provide safe and reasonable transportation to the citizens of the City. Proposed financing follows the City of Waseca's Special Assessment Policy.

**RECOMMENDATION:** Staff recommends the Waseca City Council Adopt Resolution No. 18-08 Authorizing City Staff to Prepare a Feasibility Report for the 2018 City Street, Water Main and Drainage Improvement Projects, City Projects Nos. 2017-06 & 2018-01.

**RESOLUTION NO. 18-08**

**A RESOLUTION OF THE WASECA CITY COUNCIL  
AUTHORIZING FEASIBILITY STUDY  
FOR 2018 CITY STREET, WATER MAIN AND DRAINAGE IMPROVEMENT PROJECTS,  
CITY PROJECTS #2017-06 & 2018-01**

**WHEREAS**, it is proposed to improve certain streets for reconstruction, provide drainage improvements and to assess the benefited property for all or a portion of the cost of the improvement, pursuant to Minnesota Statutes, Chapter 429.

**NOW, THEREFORE, BE IT RESOLVED** that the City Engineer is hereby instructed to provide a report to the council as to whether the proposed Improvement Projects, City Projects #2017-06 and #2018-01 are necessary, cost-effective and feasible, and as to whether they should be best made as proposed or in connection with some other improvement, and the estimated cost of the improvements as recommended.

Adopted this 7<sup>th</sup> day of February, 2018.

---

ROY SRP  
MAYOR

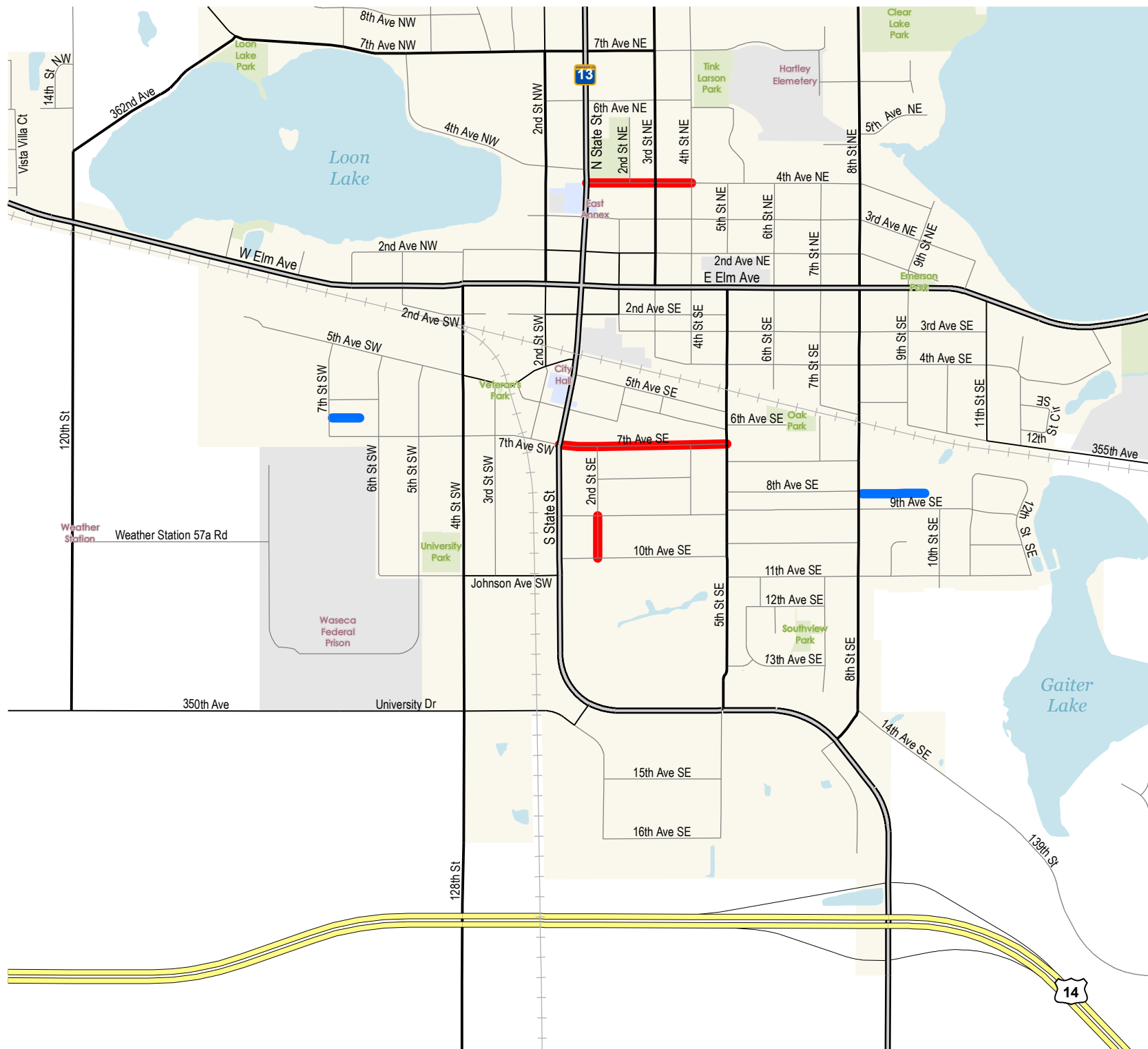
ATTEST:

---

MARY BUENZOW  
CITY CLERK

## 2018 City Projects

- █ Street Project
- █ Backyard Drainage Project



0 250 500 1,000  
Feet

Disclaimer: The data represented on this document is neither a legally recorded map nor a survey, and is intended for reference purposes only. The information presented has not been verified and neither the City of Waseca, nor its employees or agents makes any representation to the accuracy of the features and data presented here within. This map was created through the use of several city, county, state and federal data sources. For specific information regarding this map, or to report errors or omissions, contact the City of Waseca Engineering Department.

**RESOLUTION NO. 18-07****A RESOLUTION IN SUPPORT OF CORRIDORS OF COMMERCE  
FUNDING FOR THE EXPANSION OF U.S. HIGHWAY 14**

**WHEREAS**, U.S. Highway 14 serves a vital role in connecting individuals and businesses in communities across southern Minnesota;

**WHEREAS**, the Corridors of Commerce program was created and funded by the Minnesota Legislature in 2013 for the specific purpose of funding the expansion and improvement of interregional corridors like U.S. Highway 14, which play an important role in the movement of freight and people between regions of our State;

**WHEREAS**, U.S. Highway 14 remains the most densely populated highway corridor in Greater Minnesota without a continuous four-lane connection;

**WHEREAS**, the remaining two-lane segments of U.S. Highway 14 between Rochester and New Ulm remain dangerous and deadly stretches of road;

**WHEREAS**, freight movement makes up a significant portion of the traffic on U.S. Highway 14, and the four-lane expansion of the corridor would not only facilitate commerce, but allow passenger vehicles to more safely share the road with heavy commercial vehicles;

**WHEREAS**, the State of Minnesota has repeatedly recognized that the four-lane expansion of Highway 14 is necessary, having previously invested nearly \$400 million in expansion and safety projects along the corridor;

**WHEREAS**, completing the four-lane expansion of U.S. Highway 14 will enhance commerce and create new economic development opportunities for southern Minnesota, with benefits that will resound across the State;

**WHEREAS**, communities across southern Minnesota, including City of Waseca have publicly voiced their support for this project through their membership in the U.S. Highway 14 Partnership.

**NOW, THEREFORE BE IT RESOLVED** that the City of Waseca supports the use of Corridors of Commerce funding to expand U.S. Highway 14 to four lanes between Rochester and New Ulm or any segment thereof, including the funding of engineering and right-of-way acquisition needed to facilitate such expansion.

Adopted this 7<sup>th</sup> day of February, 2018.

---

R. D. SRP  
MAYOR

ATTEST:

---

MARY BUENZOW  
CITY CLERK