



**AGENDA  
BIG LAKE CITY COUNCIL MEETING  
COUNCIL CHAMBERS**

**FEBRUARY 8, 2023  
6:00 p.m.**

- 1) CALL TO ORDER**
- 2) PLEDGE OF ALLEGIANCE**
- 3) ROLL CALL**
- 4) OPEN FORUM**
- 5) PROPOSED AGENDA**
- 6) CONSENT AGENDA**

Items on the Consent Agenda page are reviewed in total by the City Council and may be approved through one motion. Any item may be removed by any Council Member, staff member or person from the public for separate consideration. When removing any item from the Consent Agenda, the item number and description of the item should be clearly stated.

- 7) BUSINESS**
  - 7A. Oath of Office – Big Lake Police Department Staff Promotions
  - 7B. Department Reports (*Police Department and Fire Department*)
- 8) ADMINISTRATOR’S REPORT**
- 9) MAYOR & COUNCIL REPORTS AND COMMENTS/QUESTIONS**
- 10) OTHER**
- 11) ADJOURN**

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

**BIG LAKE CITY COUNCIL  
CONSENT AGENDA  
FEBRUARY 8, 2023**

- 6A. Approve List of Claims
- 6B. Approve Council Workshop Minutes of January 25, 2023
- 6C. Approve Regular Council Meeting Minutes of January 25, 2023
- 6D. Accept Resignation from Part-time Liquor Clerk Brian Kramer
- 6E. Accept Resignation from Planning Technician Will Bucheger
- 6F. Approve Appointment of Parks Advisory Committee Member Doug Peterson for a term expiring 12.31.2023, and Kameron Hanson and Megan Weber for terms expiring 12.31.2025
- 6G. Approve Midwest Sound and Stage, Inc. Agreement for 2023 Music in the Park
- 6H. Approve Change Order No. 5 for ST2021-01



# AGENDA ITEM

## Big Lake City Council

<b>Prepared By:</b> <i>Deb Wegeleben, Finance Director</i>	<b>Meeting Date:</b> <i>2/8/2023</i>	<input type="checkbox"/> <b>Regular Agenda Item</b> <input checked="" type="checkbox"/> <b>Consent Agenda Item</b>	<b>Item No.</b> <b>6A</b>
<b>Item Description:</b> <i>List of Claims</i>	<b>Reviewed By:</b> <i>Hanna Klimmek, City Administrator</i>		
<b>Reviewed By:</b> <i>N/A</i>			

### ACTION REQUESTED

By approving this item on the Consent Agenda, Council would be approving the List of Claims paid dated 01/18/2023 through 02/01/2023, and Approve Payroll No. 3.

### BACKGROUND/DISCUSSION

Attached is the List of Claims paid through 02/01/2023. Please contact me with any questions or concerns.

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***Any elected official who contracts or submits an invoice to the City for payment of services is required to abstain from the vote of said payment, and execute an "Affidavit of City Official Interested in Claim" form prior to receiving payment pursuant to MN Statute 471.87:***

**471.87 PUBLIC OFFICERS, INTEREST IN CONTRACT; PENALTY.**

Except as authorized in section [123B.195](#) or [471.88](#), a public officer who is authorized to take part in any manner in making any sale, lease, or contract in official capacity shall not voluntarily have a personal financial interest in that sale, lease, or contract or personally benefit financially therefrom. Every public officer who violates this provision is guilty of a gross misdemeanor.

**471.88 EXCEPTIONS.**

**Subdivision 1. Coverage.**

The governing body of any port authority, seaway port authority, economic development authority, watershed district, soil and water conservation district, town, school district, hospital district, county, or city, by unanimous vote, may contract for goods or services with an interested officer of the governmental unit in any of the following cases.

**Subd. 5. Contract with no bids required.**

A contract for which competitive bids are not required by law.

### ATTACHMENTS

List of Claims

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
<b>ALLSTATE PARTS OF SAUK RAPIDS</b>								
11061	ALLSTATE PARTS OF SAUK RA	2704225015-	POLICE VEHICLE	12/31/2022	39.04	39.04	01/23/2023	
Total ALLSTATE PARTS OF SAUK RAPIDS:					39.04	39.04		
<b>ALLSTATE PETERBILT OF ROGERS</b>								
11069	ALLSTATE PETERBILT OF ROG	2704243072	FILTER FOR SHOP	02/01/2023	116.22	116.22	02/01/2023	
Total ALLSTATE PETERBILT OF ROGERS:					116.22	116.22		
<b>AMERITAS LIFE INSURANCE CO (E-CHECK)</b>								
10989	AMERITAS LIFE INSURANCE C	VISION - JAN 2	VISION INS PREMIUMS - JAN 23	01/19/2023	146.36	146.36	01/19/2023	
Total AMERITAS LIFE INSURANCE CO (E-CHECK):					146.36	146.36		
<b>ANYTIME FITNESS (E-CHECKS)</b>								
11868	ANYTIME FITNESS (E-CHECKS)	ANYTIME - JA	GYM MEMBERSHIP T. HECHT -	01/19/2023	42.95	42.95	01/19/2023	
Total ANYTIME FITNESS (E-CHECKS):					42.95	42.95		
<b>ARTISAN BEER COMPANY</b>								
10864	ARTISAN BEER COMPANY	143636	BEER	01/23/2023	60.00	60.00	01/23/2023	
10864	ARTISAN BEER COMPANY	3581085	BEER	01/23/2023	36.90	36.90	01/23/2023	
10864	ARTISAN BEER COMPANY	3582309	BEER	01/31/2023	408.00	408.00	02/01/2023	
10864	ARTISAN BEER COMPANY	3582310	BEER	01/31/2023	80.00	80.00	02/01/2023	
Total ARTISAN BEER COMPANY:					584.90	584.90		
<b>ARVIG - PERHAM</b>								
10993	ARVIG - PERHAM	0003059394 00	POLICE	02/01/2023	378.00	378.00	02/01/2023	
Total ARVIG - PERHAM:					378.00	378.00		
<b>AXON ENTERPRISE INC</b>								
10932	AXON ENTERPRISE INC	INUS127570	BODY CAMERA STORAGE	01/31/2023	23,746.80	23,746.80	02/01/2023	
Total AXON ENTERPRISE INC:					23,746.80	23,746.80		
<b>BAKER, MARLYS</b>								
11866	BAKER, MARLYS	12312022	CC TOKENS DEC 22	12/31/2022	15.00	15.00	01/23/2023	
Total BAKER, MARLYS:					15.00	15.00		
<b>BELL BOY CORPORATION-1</b>								
1032	BELL BOY CORPORATION-1	0098098600	WINE	02/01/2023	148.00	148.00	02/01/2023	
1032	BELL BOY CORPORATION-1	0098098600	LIQUOR	02/01/2023	2,053.27	2,053.27	02/01/2023	
1032	BELL BOY CORPORATION-1	0098098600	FRT	02/01/2023	30.00	30.00	02/01/2023	
1032	BELL BOY CORPORATION-1	0106191400 C	PAY BACK CREDIT TAKEN X 2	12/31/2022	18.00	18.00	02/01/2023	
1032	BELL BOY CORPORATION-1	0106307500	MIX	02/01/2023	196.09	196.09	02/01/2023	
1032	BELL BOY CORPORATION-1	0106307500	SUPPLIES	02/01/2023	130.50	130.50	02/01/2023	
1032	BELL BOY CORPORATION-1	0106307500	FRT	02/01/2023	4.51	4.51	02/01/2023	
Total BELL BOY CORPORATION-1:					2,580.37	2,580.37		
<b>BERNICKS PEPSI</b>								
350	BERNICKS PEPSI	10034801	MIX	01/23/2023	97.74	97.74	01/23/2023	
350	BERNICKS PEPSI	10034802	BEER	01/23/2023	4,193.40	4,193.40	01/23/2023	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
350	BERNICKS PEPSI	10034802	NA BEER	01/23/2023	82.45	82.45	01/23/2023	
350	BERNICKS PEPSI	10034803	BEER	01/23/2023	73.62-	73.62-	01/23/2023	
350	BERNICKS PEPSI	10037053	MIX	01/26/2023	94.52	94.52	01/26/2023	
350	BERNICKS PEPSI	10037054	BEER	01/26/2023	1,146.45	1,146.45	01/26/2023	
350	BERNICKS PEPSI	10037055	BEER	01/26/2023	26.16-	26.16-	01/26/2023	
Total BERNICKS PEPSI:					5,514.78	5,514.78		
<b>BIG LAKE CENTER OWNERS ASSOC</b>								
10509	BIG LAKE CENTER OWNERS A	12212022	WATER PARKING LOT JERKEY	12/31/2022	5.62	5.62	01/23/2023	
10509	BIG LAKE CENTER OWNERS A	12212022	OCT RESERVE JERKY SHOPP	12/31/2022	35.00	35.00	01/23/2023	
10509	BIG LAKE CENTER OWNERS A	12212022	SNOW REMOVAL JERKY SHOP	12/31/2022	323.15	323.15	01/23/2023	
Total BIG LAKE CENTER OWNERS ASSOC:					363.77	363.77		
<b>BIG LAKE FIRE DEPARTMENT</b>								
10523	BIG LAKE FIRE DEPARTMENT	01232023	2023 1ST QTR SERVICES	01/23/2023	51,727.50	51,727.50	01/23/2023	
Total BIG LAKE FIRE DEPARTMENT :					51,727.50	51,727.50		
<b>BIG LAKE LUMBER</b>								
3800	BIG LAKE LUMBER	2301-522962	PW SUPPLIES	02/01/2023	31.11	31.11	02/01/2023	
3800	BIG LAKE LUMBER	2301-522962	PW SUPPLIES	02/01/2023	31.11	31.11	02/01/2023	
3800	BIG LAKE LUMBER	2301-522962	PW SUPPLIES	02/01/2023	31.11	31.11	02/01/2023	
3800	BIG LAKE LUMBER	2301-522962	PW SUPPLIES	02/01/2023	31.11	31.11	02/01/2023	
3800	BIG LAKE LUMBER	2301-522963	WWTP SUPPLIES	02/01/2023	15.36	15.36	02/01/2023	
Total BIG LAKE LUMBER :					139.80	139.80		
<b>BIG LAKE TOWNSHIP</b>								
7675	BIG LAKE TOWNSHIP	01242023	PROPERTY TAX COLLECTION 3	01/24/2023	711.48	711.48	01/26/2023	
7675	BIG LAKE TOWNSHIP	01242023	PROPERTY TAX COLLECTION 3	01/24/2023	1,312.91	1,312.91	01/26/2023	
Total BIG LAKE TOWNSHIP :					2,024.39	2,024.39		
<b>BREAKTHRU BEVERAGE</b>								
10671	BREAKTHRU BEVERAGE	347376515	LIQUOR	01/23/2023	20,829.35	20,829.35	01/23/2023	
10671	BREAKTHRU BEVERAGE	347376515	WINE	01/23/2023	312.00	312.00	01/23/2023	
10671	BREAKTHRU BEVERAGE	347376515	MIX	01/23/2023	24.00	24.00	01/23/2023	
10671	BREAKTHRU BEVERAGE	347461684	LIQUOR	01/24/2023	5,439.82	5,439.82	01/26/2023	
10671	BREAKTHRU BEVERAGE	347461684	WINE	01/24/2023	220.00	220.00	01/26/2023	
10671	BREAKTHRU BEVERAGE	347461684	MIX	01/24/2023	214.06	214.06	01/26/2023	
Total BREAKTHRU BEVERAGE:					27,039.23	27,039.23		
<b>BROTHERS FIRE &amp; SECURITY</b>								
10522	BROTHERS FIRE & SECURITY	C003456	ANNUAL MONITORING PW	01/24/2023	450.00	450.00	01/26/2023	
Total BROTHERS FIRE & SECURITY :					450.00	450.00		
<b>C&amp;L DISTRIBUTING COMPANY</b>								
550	C&L DISTRIBUTING COMPANY	1564358	BEER	01/23/2023	19,209.60	19,209.60	01/23/2023	
550	C&L DISTRIBUTING COMPANY	1564358	NA BEER	01/23/2023	312.70	312.70	01/23/2023	
550	C&L DISTRIBUTING COMPANY	1564358	MIX	01/23/2023	165.00	165.00	01/23/2023	
550	C&L DISTRIBUTING COMPANY	1564358	KEG DEPOSIT	01/23/2023	60.00	60.00	01/23/2023	
550	C&L DISTRIBUTING COMPANY	1564358	LIQUOR	01/23/2023	2,038.60	2,038.60	01/23/2023	
550	C&L DISTRIBUTING COMPANY	1564358	WINE	01/23/2023	67.20	67.20	01/23/2023	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
550	C&L DISTRIBUTING COMPANY	1567302	LIQUOR	02/01/2023	108.00-	108.00-	02/01/2023	
550	C&L DISTRIBUTING COMPANY	1567303	BEER	02/01/2023	6,808.25	6,808.25	02/01/2023	
550	C&L DISTRIBUTING COMPANY	1567303	KEG DEPOSIT	02/01/2023	30.00	30.00	02/01/2023	
550	C&L DISTRIBUTING COMPANY	1567303	MIX	02/01/2023	139.50	139.50	02/01/2023	
550	C&L DISTRIBUTING COMPANY	1567303	NA BEER	02/01/2023	60.00	60.00	02/01/2023	
550	C&L DISTRIBUTING COMPANY	1567303	LIQUOR	02/01/2023	108.00	108.00	02/01/2023	
550	C&L DISTRIBUTING COMPANY	2181000495	KEG REFUND	12/07/2022	30.00-	30.00-	02/01/2023	
550	C&L DISTRIBUTING COMPANY	2181000496	KEG CHARGE	12/07/2022	30.00	30.00	02/01/2023	
550	C&L DISTRIBUTING COMPANY	2181000545	BEER	01/23/2023	86.10-	86.10-	01/23/2023	
550	C&L DISTRIBUTING COMPANY	2181000545	KEG DEPOSIT	01/23/2023	30.00-	30.00-	01/23/2023	
550	C&L DISTRIBUTING COMPANY	2181000556	BEER	02/01/2023	9.00-	9.00-	02/01/2023	
550	C&L DISTRIBUTING COMPANY	2181000556	KEG DEPOSIT	02/01/2023	60.00-	60.00-	02/01/2023	
Total C&L DISTRIBUTING COMPANY:					28,705.75	28,705.75		
<b>CAMPBELL KNUTSON PROFESSIONAL</b>								
994	CAMPBELL KNUTSON PROFES	12312022	COUNCIL LEGAL CALL	12/31/2022	99.00	99.00	01/23/2023	
994	CAMPBELL KNUTSON PROFES	12312022	PLANNING LEGAL DEC	12/31/2022	297.00	297.00	01/23/2023	
994	CAMPBELL KNUTSON PROFES	12312022	ADM LEGAL GENERAL DEC	12/31/2022	313.50	313.50	01/23/2023	
994	CAMPBELL KNUTSON PROFES	12312022	ADM LEGAL PERSONNEL DEC	12/31/2022	214.50	214.50	01/23/2023	
994	CAMPBELL KNUTSON PROFES	12312022	FIRE LEGAL SOG REVIEWS	12/31/2022	313.50	313.50	01/23/2023	
994	CAMPBELL KNUTSON PROFES	12312022	POLICE LEGAL DEC	12/31/2022	495.00	495.00	01/23/2023	
994	CAMPBELL KNUTSON PROFES	12312022	FIRE PERSONNEL DEC	12/31/2022	396.00	396.00	01/23/2023	
994	CAMPBELL KNUTSON PROFES	12312022	421 EAGLE LAKE RD HZD BLD	12/31/2022	916.00	916.00	01/23/2023	
994	CAMPBELL KNUTSON PROFES	12312022	M&M EXPRESS SITE PLAN REV	12/31/2022	30.00	30.00	01/23/2023	
994	CAMPBELL KNUTSON PROFES	12312022	CAVALIERA HOMES PRAIRIE M	12/31/2022	202.50	202.50	01/23/2023	
994	CAMPBELL KNUTSON PROFES	12312022	BLEDA BLACBIRD GROUP AME	12/31/2022	33.00	33.00	01/23/2023	
994	CAMPBELL KNUTSON PROFES	12312022	BLEDA LEGAL DEC	12/31/2022	552.60	552.60	01/23/2023	
Total CAMPBELL KNUTSON PROFESSIONAL:					3,862.60	3,862.60		
<b>CARLOS CREEK WINERY</b>								
10661	CARLOS CREEK WINERY	24560	WINE	02/01/2023	456.00	456.00	02/01/2023	
10661	CARLOS CREEK WINERY	24574	WINE	01/24/2023	168.00	168.00	01/26/2023	
Total CARLOS CREEK WINERY:					624.00	624.00		
<b>CENTERPOINT ENERGY-HOUSTON, TX</b>								
10551	CENTERPOINT ENERGY-HOUS	12312022	CITY HALL 9359272-3	12/31/2022	1,503.49	1,503.49	01/23/2023	
10551	CENTERPOINT ENERGY-HOUS	12312022	PW BLDG 5819667-6	12/31/2022	1,303.49	1,303.49	01/23/2023	
10551	CENTERPOINT ENERGY-HOUS	12312022	PW BLDG 5819667-6	12/31/2022	1,303.49	1,303.49	01/23/2023	
10551	CENTERPOINT ENERGY-HOUS	12312022	PW BLDG 5819667-6	12/31/2022	1,303.49	1,303.49	01/23/2023	
10551	CENTERPOINT ENERGY-HOUS	12312022	PW BLDG 5819667-6	12/31/2022	1,303.49	1,303.49	01/23/2023	
10551	CENTERPOINT ENERGY-HOUS	12312022	4430 PINTAIL WELL 5 5820083-3	12/31/2022	169.92	169.92	01/23/2023	
10551	CENTERPOINT ENERGY-HOUS	12312022	WATER TREATMENT FACILITY 6	12/31/2022	2,246.42	2,246.42	01/23/2023	
10551	CENTERPOINT ENERGY-HOUS	12312022	601 MINNESOTA WELL 2 576982	12/31/2022	116.93	116.93	01/23/2023	
10551	CENTERPOINT ENERGY-HOUS	12312022	PW SHED 5808592-9	12/31/2022	223.82	223.82	01/23/2023	
10551	CENTERPOINT ENERGY-HOUS	12312022	PW SHED 5793223-8	12/31/2022	56.00	56.00	01/23/2023	
10551	CENTERPOINT ENERGY-HOUS	12312022	POLICE/LIBRARY 8076448-3	12/31/2022	629.38	629.38	01/23/2023	
10551	CENTERPOINT ENERGY-HOUS	12312022	LIQUOR STORE 5780558-2	12/31/2022	688.34	688.34	01/23/2023	
10551	CENTERPOINT ENERGY-HOUS	12312022	POLICE/LIBRARY 10178578-0	12/31/2022	236.46	236.46	01/23/2023	
10551	CENTERPOINT ENERGY-HOUS	12312022	POLICE/LIBRARY 10178579-8	12/31/2022	524.45	524.45	01/23/2023	
Total CENTERPOINT ENERGY-HOUSTON, TX:					11,609.17	11,609.17		
<b>CHARTER COMMUNICATIONS</b>								
10418	CHARTER COMMUNICATIONS	000463001102	CITY READER BOARD	02/01/2023	76.35	76.35	02/01/2023	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
10418	CHARTER COMMUNICATIONS	001307801102	WATER INTERNET	12/31/2022	228.85	228.85	01/23/2023	
10418	CHARTER COMMUNICATIONS	016155201212	WWTP INTERNET	02/01/2023	218.90	218.90	02/01/2023	
10418	CHARTER COMMUNICATIONS	020368501142	CITY HALL INTERNET	02/01/2023	429.96	429.96	02/01/2023	
10418	CHARTER COMMUNICATIONS	099338901010	POLICE	02/01/2023	34.08	34.08	02/01/2023	
Total CHARTER COMMUNICATIONS:					988.14	988.14		
<b>CINTAS</b>								
3860	CINTAS	12857225 DEC	PW UNIFORM	12/31/2022	81.83	81.83	01/23/2023	
3860	CINTAS	12857225 DEC	PW UNIFORM	12/31/2022	81.83	81.83	01/23/2023	
3860	CINTAS	12857225 DEC	PW UNIFORM	12/31/2022	107.60	107.60	01/23/2023	
3860	CINTAS	12857225 DEC	PW UNIFORM	12/31/2022	63.47	63.47	01/23/2023	
3860	CINTAS	12857225 DEC	PW UNIFORM	12/31/2022	107.60	107.60	01/23/2023	
3860	CINTAS	12857519 DEC	LIQUOR CLEANING	12/31/2022	299.96	299.96	01/23/2023	
Total CINTAS :					742.29	742.29		
<b>CITY OF BIG LAKE</b>								
10929	CITY OF BIG LAKE	12312022	19255 ENGLEWOOD DR SANFO	12/31/2022	36.18	36.18	01/23/2023	
10929	CITY OF BIG LAKE	12312022	20480 NEDD ST	12/31/2022	36.18	36.18	01/23/2023	
10929	CITY OF BIG LAKE	12312022	PW	12/31/2022	36.18	36.18	01/23/2023	
10929	CITY OF BIG LAKE	12312022	421 FOLEY	12/31/2022	72.03	72.03	01/23/2023	
10929	CITY OF BIG LAKE	12312022	POLICE/LIBRARY BLDG	12/31/2022	418.51	418.51	01/23/2023	
10929	CITY OF BIG LAKE	12312022	CITY HALL	12/31/2022	193.61	193.61	01/23/2023	
10929	CITY OF BIG LAKE	12312022	LAKESIDE PARK RESTROOM	12/31/2022	36.18	36.18	01/23/2023	
10929	CITY OF BIG LAKE	12312022	LAKESIDE PARK FOUNTAIN	12/31/2022	36.18	36.18	01/23/2023	
10929	CITY OF BIG LAKE	12312022	PW	12/31/2022	171.12	171.12	01/23/2023	
10929	CITY OF BIG LAKE	12312022	LAKE LIQUOR 616 ROSE DR	12/31/2022	89.07	89.07	01/23/2023	
10929	CITY OF BIG LAKE	12312022	HUDSON WOODS	12/31/2022	36.18	36.18	01/23/2023	
10929	CITY OF BIG LAKE	12312022	SHORES OF LAKE MITCHELL P	12/31/2022	36.18	36.18	01/23/2023	
10929	CITY OF BIG LAKE	12312022	WRIGHTS CROSSING	12/31/2022	36.18	36.18	01/23/2023	
10929	CITY OF BIG LAKE	12312022	HIGHLINE PARK	12/31/2022	36.18	36.18	01/23/2023	
10929	CITY OF BIG LAKE	12312022	MITCHELL FARMS	12/31/2022	36.18	36.18	01/23/2023	
10929	CITY OF BIG LAKE	12312022	POWELL PARK	12/31/2022	36.18	36.18	01/23/2023	
10929	CITY OF BIG LAKE	12312022	LAKESIDE OPARK IRRIGATION	12/31/2022	36.18	36.18	01/23/2023	
10929	CITY OF BIG LAKE	12312022	LAKE RIDGE PARK	12/31/2022	36.18	36.18	01/23/2023	
10929	CITY OF BIG LAKE	12312022	PARKWAY IRRIGATION	12/31/2022	36.18	36.18	01/23/2023	
10929	CITY OF BIG LAKE	12312022	BLUFF PARK	12/31/2022	36.18	36.18	01/23/2023	
10929	CITY OF BIG LAKE	12312022	JEFFERSON SQUARE PARK IR	12/31/2022	42.49	42.49	01/23/2023	
10929	CITY OF BIG LAKE	12312022	616 ROSE DR OPARK OF LIQU	12/31/2022	36.18	36.18	01/23/2023	
Total CITY OF BIG LAKE:					1,565.71	1,565.71		
<b>CIVICPLUS</b>								
10938	CIVICPLUS	252806	AUTOMATED WEATHER ALERT	01/24/2023	2,784.86	2,784.86	01/26/2023	
Total CIVICPLUS:					2,784.86	2,784.86		
<b>CLEARWAY COMMUNITY SOLAR LLC</b>								
11022	CLEARWAY COMMUNITY SOLA	CIOBGLK-1230	10 LAKE ST ST LIGHTS	12/31/2022	113.84	113.84	01/23/2023	
11022	CLEARWAY COMMUNITY SOLA	CIOBGLK-1230	160 LAKE ST SKATING RINK	12/31/2022	102.91	102.91	01/23/2023	
11022	CLEARWAY COMMUNITY SOLA	CIOBGLK-1230	256 CRESCENT ST LIFT	12/31/2022	105.19	105.19	01/23/2023	
11022	CLEARWAY COMMUNITY SOLA	CIOBGLK-1230	514 FOREST RD PARK	12/31/2022	7.68	7.68	01/23/2023	
11022	CLEARWAY COMMUNITY SOLA	CIOBGLK-1230	160 LAKE ST N STREET LIGHTS	12/31/2022	8.50	8.50	01/23/2023	
11022	CLEARWAY COMMUNITY SOLA	CIOBGLK-1230	10 LAKE ST ST LIGHTS	12/31/2022	39.88	39.88	01/23/2023	
11022	CLEARWAY COMMUNITY SOLA	CIOBGLK-1230	18889 COUNTY ROAD 68	12/31/2022	703.69	703.69	01/23/2023	
11022	CLEARWAY COMMUNITY SOLA	CIOBGLK-1230	601 MINNESOTA	12/31/2022	274.07	274.07	01/23/2023	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
11022	CLEARWAY COMMUNITY SOLA	CIOBGLK-1230	160 LAKE ST CITY HALL	12/31/2022	715.08	715.08	01/23/2023	
11022	CLEARWAY COMMUNITY SOLA	CIOBGLK-1230	19173 COUNTY RD 68 SEWER	12/31/2022	27.70	27.70	01/23/2023	
11022	CLEARWAY COMMUNITY SOLA	CIOBGLK-1230	615 ROSE DR LIQUOR STORE	12/31/2022	994.03	994.03	01/23/2023	
Total CLEARWAY COMMUNITY SOLAR LLC :					3,092.57	3,092.57		
<b>COASTWISE FIREGUARD</b>								
10859	COASTWISE FIREGUARD	912	REVIEW FIRE COMM 111 JEFFE	02/01/2023	163.35	163.35	02/01/2023	
Total COASTWISE FIREGUARD:					163.35	163.35		
<b>COLONIAL LIFE (E-CHECKS)</b>								
10885	COLONIAL LIFE (E-CHECKS)	COLONIAL LIF	COLONIAL LIFE INS PREMIUMS	01/04/2023	119.44	119.44	01/26/2023	
Total COLONIAL LIFE (E-CHECKS):					119.44	119.44		
<b>CONNEXUS ENERGY</b>								
3300	CONNEXUS ENERGY	390212-28297	20220 PRAIRIE	12/31/2022	15.57	15.57	01/23/2023	
3300	CONNEXUS ENERGY	390212-30695	STREET LIGHTS	12/31/2022	39.04	39.04	01/23/2023	
3300	CONNEXUS ENERGY	390212-30695	STREET LIGHTS	12/31/2022	165.93	165.93	01/23/2023	
3300	CONNEXUS ENERGY	390212-30695	STREET LIGHTS	12/31/2022	875.71	875.71	01/23/2023	
3300	CONNEXUS ENERGY	390212-30695	STREET LIGHTS	12/31/2022	1,999.08	1,999.08	01/23/2023	
3300	CONNEXUS ENERGY	390212-30695	WELL #4	12/31/2022	2,328.58	2,328.58	01/23/2023	
3300	CONNEXUS ENERGY	390212-30695	POLICE/LIBRARY	12/31/2022	239.28	239.28	01/23/2023	
3300	CONNEXUS ENERGY	390212-30695	WELL #3	12/31/2022	984.58	984.58	01/23/2023	
3300	CONNEXUS ENERGY	390212-30695	LIFT #1	12/31/2022	210.28	210.28	01/23/2023	
3300	CONNEXUS ENERGY	390212-30695	LIFT #4	12/31/2022	27.26	27.26	01/23/2023	
3300	CONNEXUS ENERGY	390212-30695	CR 5 PARK	12/31/2022	7.49	7.49	01/23/2023	
3300	CONNEXUS ENERGY	390212-30695	WWTP FACILITY	12/31/2022	3,148.66	3,148.66	01/23/2023	
3300	CONNEXUS ENERGY	390212-30695	LIFT #6	12/31/2022	42.92	42.92	01/23/2023	
3300	CONNEXUS ENERGY	390212-30695	PINTAIL PARK	12/31/2022	14.50	14.50	01/23/2023	
3300	CONNEXUS ENERGY	390212-30695	PW SHED	12/31/2022	34.55	34.55	01/23/2023	
3300	CONNEXUS ENERGY	390212-30695	TEAL PARK	12/31/2022	14.50	14.50	01/23/2023	
3300	CONNEXUS ENERGY	390212-30695	POWELL ST PARK	12/31/2022	5.25	5.25	01/23/2023	
3300	CONNEXUS ENERGY	390212-30695	LIFT #7	12/31/2022	117.96	117.96	01/23/2023	
3300	CONNEXUS ENERGY	390212-30695	LIFT #8	12/31/2022	117.63	117.63	01/23/2023	
3300	CONNEXUS ENERGY	390212-30695	PW BLDG	12/31/2022	299.90	299.90	01/23/2023	
3300	CONNEXUS ENERGY	390212-30695	PW BLDG	12/31/2022	299.90	299.90	01/23/2023	
3300	CONNEXUS ENERGY	390212-30695	PW BLDG	12/31/2022	299.90	299.90	01/23/2023	
3300	CONNEXUS ENERGY	390212-30695	PW BLDG	12/31/2022	299.90	299.90	01/23/2023	
3300	CONNEXUS ENERGY	390212-30695	LAKESIDE PARK	12/31/2022	14.50	14.50	01/23/2023	
3300	CONNEXUS ENERGY	390212-30695	LAKE RIDGE PARK	12/31/2022	14.50	14.50	01/23/2023	
3300	CONNEXUS ENERGY	390212-30695	WELL #5	12/31/2022	319.60	319.60	01/23/2023	
3300	CONNEXUS ENERGY	390212-30695	STREET LIGHTS	12/31/2022	810.73	810.73	01/23/2023	
3300	CONNEXUS ENERGY	390212-30695	WATER TOWER	12/31/2022	319.28	319.28	01/23/2023	
3300	CONNEXUS ENERGY	390212-30695	STREET LIGHTS	12/31/2022	79.52	79.52	01/23/2023	
3300	CONNEXUS ENERGY	390212-30695	COMPOST GATE	12/31/2022	17.66	17.66	01/23/2023	
3300	CONNEXUS ENERGY	390212-30695	STREET LIGHTS	12/31/2022	15.51	15.51	01/23/2023	
3300	CONNEXUS ENERGY	390212-30695	LAKESIDE PARK	12/31/2022	14.50	14.50	01/23/2023	
3300	CONNEXUS ENERGY	390212-30695	WATER TREATMENT FACILITY	12/31/2022	2,997.04	2,997.04	01/23/2023	
3300	CONNEXUS ENERGY	390212-30695	LIFT #9	12/31/2022	118.32	118.32	01/23/2023	
3300	CONNEXUS ENERGY	390212-30695	LIFT #11	12/31/2022	138.13	138.13	01/23/2023	
3300	CONNEXUS ENERGY	390212-30695	LIFT #10	12/31/2022	264.33	264.33	01/23/2023	
3300	CONNEXUS ENERGY	390212-30695	LIFT #12	12/31/2022	150.70	150.70	01/23/2023	
3300	CONNEXUS ENERGY	390212-30695	PACIFIC LIFT	12/31/2022	67.53	67.53	01/23/2023	
3300	CONNEXUS ENERGY	390212-30695	WATER TOWER	12/31/2022	402.13	402.13	01/23/2023	
3300	CONNEXUS ENERGY	390212-30695	HIGHLINE DRIVE	12/31/2022	14.50	14.50	01/23/2023	



Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
3300	CONNEXUS ENERGY	390212-30695	MAY CIRCLE	12/31/2022	14.50	14.50	01/23/2023	
3300	CONNEXUS ENERGY	390212-30695	WATER TOWER	12/31/2022	429.29	429.29	01/23/2023	
3300	CONNEXUS ENERGY	390212-30695	LAKESIDE PARK	12/31/2022	42.67	42.67	01/23/2023	
3300	CONNEXUS ENERGY	390212-30695	POLICE/LIBRARY	12/31/2022	92.81	92.81	01/23/2023	
3300	CONNEXUS ENERGY	390212-30695	POLICE/LIBRARY	12/31/2022	514.16	514.16	01/23/2023	
3300	CONNEXUS ENERGY	390212-30695	WELL #7	12/31/2022	194.37	194.37	01/23/2023	
3300	CONNEXUS ENERGY	390212-30695	BIOSOLIDS BLDG	12/31/2022	6,396.66	6,396.66	01/23/2023	
3300	CONNEXUS ENERGY	390212-30695	NEDD STY	12/31/2022	5.64	5.64	01/23/2023	
3300	CONNEXUS ENERGY	390212-30695	EAGLE LK RD SIGNAL	12/31/2022	42.29	42.29	01/23/2023	
Total CONNEXUS ENERGY :					25,079.24	25,079.24		
<b>CONSTANT CONTACT (E-CHECKS)</b>								
11075	CONSTANT CONTACT (E-CHEC	FM CONST CO	FARMERS MKT CONSTANT CO	02/01/2023	45.00	45.00	02/01/2023	
11075	CONSTANT CONTACT (E-CHEC	FM MKT - JAN	FARMERS MKT CONSTANT CO	01/19/2023	45.00	45.00	01/19/2023	
Total CONSTANT CONTACT (E-CHECKS):					90.00	90.00		
<b>CRUSER KATE</b>								
11884	CRUSER KATE	12312022	CC TOKENS DEC 22	12/31/2022	5.00	5.00	01/23/2023	
Total CRUSER KATE:					5.00	5.00		
<b>CRYSTAL SPRINGS ICE</b>								
10934	CRYSTAL SPRINGS ICE	4004840	ICE/WATER	12/31/2022	348.00	348.00	01/23/2023	
10934	CRYSTAL SPRINGS ICE	4004840	FRT	12/31/2022	4.00	4.00	01/23/2023	
10934	CRYSTAL SPRINGS ICE	4004907	ICE/WATER	01/23/2023	295.10	295.10	01/23/2023	
10934	CRYSTAL SPRINGS ICE	4004907	FRT	01/23/2023	4.00	4.00	01/23/2023	
Total CRYSTAL SPRINGS ICE :					651.10	651.10		
<b>DAHLHEIMER DISTRIBUTING CO</b>								
750	DAHLHEIMER DISTRIBUTING C	1813771	BEER	12/31/2022	.01	.01	01/23/2023	
750	DAHLHEIMER DISTRIBUTING C	1816242	BEER	01/23/2023	22,822.92	22,822.92	01/23/2023	
750	DAHLHEIMER DISTRIBUTING C	1816242	NA BEER	01/23/2023	345.20	345.20	01/23/2023	
750	DAHLHEIMER DISTRIBUTING C	1816242	MIX	01/23/2023	80.90	80.90	01/23/2023	
750	DAHLHEIMER DISTRIBUTING C	1816242	KEG DEPOSIT	01/23/2023	30.00-	30.00-	01/23/2023	
750	DAHLHEIMER DISTRIBUTING C	1816242	LIQUOR	01/23/2023	835.00	835.00	01/23/2023	
750	DAHLHEIMER DISTRIBUTING C	1816916	BEER	01/23/2023	140.60-	140.60-	01/23/2023	
750	DAHLHEIMER DISTRIBUTING C	1817779	BEER	01/23/2023	98.00	98.00	01/23/2023	
750	DAHLHEIMER DISTRIBUTING C	1817779	NA BEER	01/23/2023	92.40	92.40	01/23/2023	
750	DAHLHEIMER DISTRIBUTING C	1821098	BEER	02/01/2023	19,257.81	19,257.81	02/01/2023	
750	DAHLHEIMER DISTRIBUTING C	1821098	NA BEER	02/01/2023	65.40	65.40	02/01/2023	
750	DAHLHEIMER DISTRIBUTING C	1821098	MIX	02/01/2023	28.00	28.00	02/01/2023	
750	DAHLHEIMER DISTRIBUTING C	1824263	BEER	01/24/2023	158.00	158.00	01/26/2023	
750	DAHLHEIMER DISTRIBUTING C	1824263	KEG DEPOSIT	01/24/2023	30.00	30.00	01/26/2023	
750	DAHLHEIMER DISTRIBUTING C	1825200	BEER	01/24/2023	93.00	93.00	01/26/2023	
750	DAHLHEIMER DISTRIBUTING C	1825200	KEG DEPOSIT	01/24/2023	30.00	30.00	01/26/2023	
Total DAHLHEIMER DISTRIBUTING CO :					43,766.04	43,766.04		
<b>DANGER, ELIZABETH</b>								
10939	DANGER, ELIZABETH	02182023	FARMERS MARKET 2/18/23	02/01/2023	150.00	150.00	02/01/2023	
Total DANGER, ELIZABETH:					150.00	150.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
<b>DELTA DENTAL (E-CHECKS)</b>								
10436	DELTA DENTAL (E-CHECKS)	DENTAL FEB 2	DENTAL INS PREM FEB 23 - D H	02/01/2023	110.65	110.65	02/01/2023	
10436	DELTA DENTAL (E-CHECKS)	DENTAL FEB 2	DENTAL INS PREM FEB 23 - ER	02/01/2023	2,620.45	2,620.45	02/01/2023	
10436	DELTA DENTAL (E-CHECKS)	DENTAL FEB 2	DENTAL INS PREM FEB 23 - CO	02/01/2023	81.05	81.05	02/01/2023	
Total DELTA DENTAL (E-CHECKS):					2,812.15	2,812.15		
<b>DELUXE FOR BUSINESS (E-CHECKS)</b>								
11883	DELUXE FOR BUSINESS (E-CH	DEP SLIPS - J	DEPOSIT SLIPS - JAN 23	01/19/2023	120.96	120.96	01/19/2023	
11883	DELUXE FOR BUSINESS (E-CH	DEP SLIPS - J	DEPOSIT SLIPS - JAN 23	01/19/2023	120.96	120.96	01/19/2023	
11883	DELUXE FOR BUSINESS (E-CH	DEP SLIPS - J	DEPOSIT SLIPS - JAN 23	01/19/2023	120.96	120.96	01/19/2023	
11883	DELUXE FOR BUSINESS (E-CH	DEP SLIPS - J	DEPOSIT SLIPS - JAN 23	01/19/2023	120.99	120.99	01/19/2023	
Total DELUXE FOR BUSINESS (E-CHECKS):					483.87	483.87		
<b>ECM PUBLISHERS INC</b>								
7772	ECM PUBLISHERS INC	928713	PARKS BOARD VACANCY	01/24/2023	92.00	92.00	01/26/2023	
Total ECM PUBLISHERS INC:					92.00	92.00		
<b>GENERAL RENTAL CENTER</b>								
8212	GENERAL RENTAL CENTER	298092	RENTAL OF EQUIP REPAIR LIQ	12/31/2022	145.00	145.00	01/23/2023	
Total GENERAL RENTAL CENTER :					145.00	145.00		
<b>GRANITE CITY JOBBING</b>								
5213	GRANITE CITY JOBBING	315495	TOBACCO	01/23/2023	1,403.32	1,403.32	01/23/2023	
5213	GRANITE CITY JOBBING	315495	CIGARS	01/23/2023	292.64	292.64	01/23/2023	
5213	GRANITE CITY JOBBING	315495	BAR SUPPLY	01/23/2023	8.76	8.76	01/23/2023	
5213	GRANITE CITY JOBBING	315495	MIX	01/23/2023	34.43	34.43	01/23/2023	
5213	GRANITE CITY JOBBING	315495	SUPPLIES	01/23/2023	15.54	15.54	01/23/2023	
5213	GRANITE CITY JOBBING	315495	FRT	01/23/2023	10.00	10.00	01/23/2023	
Total GRANITE CITY JOBBING :					1,764.69	1,764.69		
<b>GUARDIAN FLEET SAFETY</b>								
11023	GUARDIAN FLEET SAFETY	22-0964	POLICE VEHICLE REPAIRS	12/31/2022	295.33	295.33	01/23/2023	
Total GUARDIAN FLEET SAFETY :					295.33	295.33		
<b>HEALTH PARTNERS (E-CHECKS)</b>								
10437	HEALTH PARTNERS (E-CHECK	HEALTH INS F	HEALTH INS FEB 23 - D HANDE	01/10/2023	1,639.62	1,639.62	02/01/2023	
10437	HEALTH PARTNERS (E-CHECK	HEALTH INS F	HEALTH INS FEB 23 - J SCHARF	01/10/2023	801.44	801.44	02/01/2023	
10437	HEALTH PARTNERS (E-CHECK	HEALTH INS F	HEALTH INS FEB 23 - D SHERB	01/10/2023	587.60	587.60	02/01/2023	
10437	HEALTH PARTNERS (E-CHECK	HEALTH INS F	HEALTH INS FEB 23 - ER PORTI	01/10/2023	28,258.95	28,258.95	02/01/2023	
10437	HEALTH PARTNERS (E-CHECK	HEALTH INS F	HEALTH INS FEB 23 - EE PORTI	01/10/2023	4,848.41	4,848.41	02/01/2023	
Total HEALTH PARTNERS (E-CHECKS):					36,136.02	36,136.02		
<b>HEARTLAND PAYMENT SYSTEMS (E-CHECKS)</b>								
10514	HEARTLAND PAYMENT SYSTE	LIQ FROOGLE	LIQUOR STORE FROOGLE FEE	12/30/2022	185.04	185.04	01/19/2023	
Total HEARTLAND PAYMENT SYSTEMS (E-CHECKS):					185.04	185.04		
<b>HOGLUND BUS COMPANY</b>								
230	HOGLUND BUS COMPANY	X226002597:0	FUEL TANK DUMP TRUCK	01/31/2023	1,890.14	1,890.14	02/01/2023	
230	HOGLUND BUS COMPANY	X226002966:0	PLOW TRUCK #116	01/23/2023	71.48	71.48	01/23/2023	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
230	HOGLUND BUS COMPANY	X226002966:0	FLOW TRUCK REPAIR	01/23/2023	27.90	27.90	01/23/2023	
Total HOGLUND BUS COMPANY:					1,989.52	1,989.52		
<b>IUOE LOCAL #49</b>								
10953	IUOE LOCAL #49	01242023	PW UNION DUES JAN 23	01/24/2023	455.00	455.00	01/26/2023	
Total IUOE LOCAL #49:					455.00	455.00		
<b>JOHNSON BROTHERS WHOLESALE</b>								
1500	JOHNSON BROTHERS WHOLE	12312022 COR	JOHNSON BR CORRECTION	12/31/2022	1,947.60-	1,947.60-	02/01/2023	
1500	JOHNSON BROTHERS WHOLE	2107767.	LIQUOR	12/31/2022	603.03-	603.03-	02/01/2023	
1500	JOHNSON BROTHERS WHOLE	2168688-	WINE	12/31/2022	225.86-	225.86-	02/01/2023	
1500	JOHNSON BROTHERS WHOLE	2170817.	LIQUOR	12/31/2022	1,132.09-	1,132.09-	02/01/2023	
1500	JOHNSON BROTHERS WHOLE	2175059.	WINE	12/31/2022	2,050.93-	2,050.93-	02/01/2023	
1500	JOHNSON BROTHERS WHOLE	2202958-	LIQUOR	12/31/2022	1,628.70	1,628.70	02/01/2023	
1500	JOHNSON BROTHERS WHOLE	2202958-	FRT	12/31/2022	31.50	31.50	02/01/2023	
1500	JOHNSON BROTHERS WHOLE	2202959	WINE	12/31/2022	34.92	34.92	02/01/2023	
1500	JOHNSON BROTHERS WHOLE	2202959	FRT	12/31/2022	1.75	1.75	02/01/2023	
1500	JOHNSON BROTHERS WHOLE	2202996	LIQUOR	12/31/2022	256.92	256.92	02/01/2023	
1500	JOHNSON BROTHERS WHOLE	2202996	FRT	12/31/2022	7.00	7.00	02/01/2023	
1500	JOHNSON BROTHERS WHOLE	2206801	LIQUOR	12/31/2022	409.56	409.56	02/01/2023	
1500	JOHNSON BROTHERS WHOLE	2206801	FRT	12/31/2022	7.00	7.00	02/01/2023	
1500	JOHNSON BROTHERS WHOLE	2206802	WINE	12/31/2022	68.16	68.16	02/01/2023	
1500	JOHNSON BROTHERS WHOLE	2206802	FRT	12/31/2022	1.75	1.75	02/01/2023	
1500	JOHNSON BROTHERS WHOLE	2208278	LIQUOR	12/31/2022	2,443.10	2,443.10	02/01/2023	
1500	JOHNSON BROTHERS WHOLE	2208278	FRT	12/31/2022	31.50	31.50	02/01/2023	
1500	JOHNSON BROTHERS WHOLE	2208279	WINE	12/31/2022	3,795.01	3,795.01	01/26/2023	
1500	JOHNSON BROTHERS WHOLE	2208279	FRT	12/31/2022	119.53	119.53	01/26/2023	
1500	JOHNSON BROTHERS WHOLE	2208279.	WINE	12/31/2022	1,120.18	1,120.18	02/01/2023	
1500	JOHNSON BROTHERS WHOLE	2208280	MIX	12/31/2022	113.50	113.50	01/26/2023	
1500	JOHNSON BROTHERS WHOLE	2208280	FRT	12/31/2022	5.25	5.25	01/26/2023	
1500	JOHNSON BROTHERS WHOLE	2208281	LIQUOR	12/31/2022	911.00	911.00	01/26/2023	
1500	JOHNSON BROTHERS WHOLE	2208281	FRT	12/31/2022	10.20	10.20	01/26/2023	
1500	JOHNSON BROTHERS WHOLE	2215755	LIQUOR	01/31/2023	697.92	697.92	02/01/2023	
1500	JOHNSON BROTHERS WHOLE	2215755	FRT	01/31/2023	12.25	12.25	02/01/2023	
1500	JOHNSON BROTHERS WHOLE	2215756	WINE	01/31/2023	686.16	686.16	02/01/2023	
1500	JOHNSON BROTHERS WHOLE	2215756	FRT	01/31/2023	14.00	14.00	02/01/2023	
1500	JOHNSON BROTHERS WHOLE	2217271	LIQUOR	01/23/2023	23,156.50	23,156.50	01/23/2023	
1500	JOHNSON BROTHERS WHOLE	2217271	FRT	01/23/2023	340.20	340.20	01/23/2023	
1500	JOHNSON BROTHERS WHOLE	2217272	LIQUOR	01/23/2023	14,702.07	14,702.07	01/23/2023	
1500	JOHNSON BROTHERS WHOLE	2217272	FRT	01/23/2023	304.24	304.24	01/23/2023	
1500	JOHNSON BROTHERS WHOLE	2217273	WINE	01/23/2023	6,094.92	6,094.92	01/23/2023	
1500	JOHNSON BROTHERS WHOLE	2217273	FRT	01/23/2023	167.15	167.15	01/23/2023	
1500	JOHNSON BROTHERS WHOLE	2217274	MIX	01/23/2023	40.00	40.00	01/23/2023	
1500	JOHNSON BROTHERS WHOLE	2217274	FRT	01/23/2023	1.75	1.75	01/23/2023	
1500	JOHNSON BROTHERS WHOLE	2219366	LIQUOR	01/23/2023	443.99	443.99	01/23/2023	
1500	JOHNSON BROTHERS WHOLE	2219366	FRT	01/23/2023	10.50	10.50	01/23/2023	
1500	JOHNSON BROTHERS WHOLE	2220083	LIQUOR	01/31/2023	213.06	213.06	02/01/2023	
1500	JOHNSON BROTHERS WHOLE	2220083	FRT	01/31/2023	3.50	3.50	02/01/2023	
1500	JOHNSON BROTHERS WHOLE	2220084	WINE	01/31/2023	129.00	129.00	02/01/2023	
1500	JOHNSON BROTHERS WHOLE	2220084	FRT	01/31/2023	3.50	3.50	02/01/2023	
1500	JOHNSON BROTHERS WHOLE	2220147	LIQUOR	01/31/2023	54.00	54.00	02/01/2023	
1500	JOHNSON BROTHERS WHOLE	2220147	FRT	01/31/2023	1.75	1.75	02/01/2023	
1500	JOHNSON BROTHERS WHOLE	2221618	LIQUOR	01/31/2023	8,624.49	8,624.49	02/01/2023	
1500	JOHNSON BROTHERS WHOLE	2221618	FRT	01/31/2023	104.17	104.17	02/01/2023	
1500	JOHNSON BROTHERS WHOLE	2221619	LIQUOR	01/31/2023	10,734.43	10,734.43	02/01/2023	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
1500	JOHNSON BROTHERS WHOLE	2221619	FRT	01/31/2023	146.22	146.22	02/01/2023	
1500	JOHNSON BROTHERS WHOLE	2221620	WINE	01/31/2023	4,064.35	4,064.35	02/01/2023	
1500	JOHNSON BROTHERS WHOLE	2221620	FRT	01/31/2023	114.20	114.20	02/01/2023	
1500	JOHNSON BROTHERS WHOLE	2221621	N/A LIQUOR	01/31/2023	60.00	60.00	02/01/2023	
1500	JOHNSON BROTHERS WHOLE	2221621	POP/MIX	01/31/2023	40.00	40.00	02/01/2023	
1500	JOHNSON BROTHERS WHOLE	2221621	FRT	01/31/2023	5.25	5.25	02/01/2023	
1500	JOHNSON BROTHERS WHOLE	2221622	BEER	01/31/2023	24.00	24.00	02/01/2023	
1500	JOHNSON BROTHERS WHOLE	228286-	LIQUOR	12/31/2022	24.77-	24.77-	02/01/2023	
1500	JOHNSON BROTHERS WHOLE	228287	WINE	12/31/2022	14.67-	14.67-	02/01/2023	
1500	JOHNSON BROTHERS WHOLE	232849	LIQUOR	12/31/2022	13.42-	13.42-	02/01/2023	
1500	JOHNSON BROTHERS WHOLE	232850	WINE	12/31/2022	10.34-	10.34-	02/01/2023	
1500	JOHNSON BROTHERS WHOLE	234785	WINE	12/31/2022	3.34-	3.34-	02/01/2023	
1500	JOHNSON BROTHERS WHOLE	235622	LIQUOR	12/31/2022	16.56-	16.56-	02/01/2023	
1500	JOHNSON BROTHERS WHOLE	3571722.	FRT	12/31/2022	.57	.57	02/01/2023	
Total JOHNSON BROTHERS WHOLESALE :					75,948.06	75,948.06		
<b>JOHNSON CONTROLS SECURITY</b>								
10982	JOHNSON CONTROLS SECURI	38341551	COMPOST SECURITY FEB-APRI	01/31/2023	307.37	307.37	02/01/2023	
Total JOHNSON CONTROLS SECURITY:					307.37	307.37		
<b>KEYSTONE BUILDERS</b>								
11884	KEYSTONE BUILDERS	01242023	BUILDING PERMIT FEE	01/24/2023	100.00	100.00	01/26/2023	
11884	KEYSTONE BUILDERS	01242023	SURCHARGE	01/24/2023	1.00	1.00	01/26/2023	
11884	KEYSTONE BUILDERS	01242023	CONTRACTOR LICENSE CHEC	01/24/2023	5.00	5.00	01/26/2023	
11884	KEYSTONE BUILDERS	01242023	ADMINSTRATIVE FEE PERMIT	01/24/2023	25.00-	25.00-	01/26/2023	
Total KEYSTONE BUILDERS:					81.00	81.00		
<b>LANDFORM PROFESSIONAL SERVICES LLC</b>								
10425	LANDFORM PROFESSIONAL SE	33955	PARK KNOLLS AUAR	12/31/2022	109.50	109.50	01/23/2023	
10425	LANDFORM PROFESSIONAL SE	33956	310 LAKE ST CONCEOPT PLAN	12/31/2022	1,884.00	1,884.00	01/23/2023	
10425	LANDFORM PROFESSIONAL SE	33956	461 JEFFERSON	12/31/2022	905.00	905.00	01/23/2023	
10425	LANDFORM PROFESSIONAL SE	33956	CONSULTANT CITY BUSINESS	12/31/2022	436.00	436.00	01/23/2023	
10425	LANDFORM PROFESSIONAL SE	33957	CODE REVISION	12/31/2022	11,221.00	11,221.00	01/23/2023	
Total LANDFORM PROFESSIONAL SERVICES LLC:					14,555.50	14,555.50		
<b>LEAGUE OF MN CITIES</b>								
5701	LEAGUE OF MN CITIES	374711	SAFETY WORKSHOP 4/27 JOH	01/23/2023	20.00	20.00	01/23/2023	
Total LEAGUE OF MN CITIES :					20.00	20.00		
<b>LEAGUE OF MN CITIES INSURANCE</b>								
5707	LEAGUE OF MN CITIES INSURA	20157	WC DEDUCTIBLE/PRIGGE	12/31/2022	250.00	250.00	01/23/2023	
5707	LEAGUE OF MN CITIES INSURA	7801	DEDUCTIBLE CLAIM-245653 9.9	12/31/2022	1,815.95	1,815.95	02/01/2023	
Total LEAGUE OF MN CITIES INSURANCE:					2,065.95	2,065.95		
<b>MARCO TECHNOLOGIES - ECHECK</b>								
11850	MARCO TECHNOLOGIES - ECH	MARCO JAN 2	CITY HALL COPIER LEASE 1/10	01/17/2023	950.38	950.38	02/01/2023	
11850	MARCO TECHNOLOGIES - ECH	MARCO JAN 2	PW COPIER LEASE 1/10 - 2/10	01/17/2023	138.92	138.92	02/01/2023	
11850	MARCO TECHNOLOGIES - ECH	MARCO JAN 2	PW COPIER LEASE 1/10 - 2/10	01/17/2023	138.92	138.92	02/01/2023	
11850	MARCO TECHNOLOGIES - ECH	MARCO JAN 2	FIRE COPIER LEASE 1/10 - 2/10	01/17/2023	30.00	30.00	02/01/2023	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total MARCO TECHNOLOGIES - ECHECK:					1,258.22	1,258.22		
<b>MARCO TECHNOLOGIES LLC</b>								
10965	MARCO TECHNOLOGIES LLC	INV10804878	ANYCONNECT PLUS 3YEARS	02/01/2023	250.00	250.00	02/01/2023	
Total MARCO TECHNOLOGIES LLC:					250.00	250.00		
<b>MCDOWALL CO</b>								
259	MCDOWALL CO	641898	FURNACE PW BLDG	12/31/2022	583.19	583.19	01/23/2023	
Total MCDOWALL CO:					583.19	583.19		
<b>MIDWAY IRON INC.</b>								
6899	MIDWAY IRON INC.	349432	SCRAP STEEL	01/26/2023	411.75-	411.75-	01/27/2023	
6899	MIDWAY IRON INC.	541528	STEEL FOR PLOW CUTTING ED	01/26/2023	1,021.61	1,021.61	01/27/2023	
Total MIDWAY IRON INC. :					609.86	609.86		
<b>MINNESOTA MUNICIPAL UTILITIES ASSOCIATIO</b>								
11884	MINNESOTA MUNICIPAL UTILITI	61208	TRAINING/ERIC	02/01/2023	230.00	230.00	02/01/2023	
11884	MINNESOTA MUNICIPAL UTILITI	61208	TRAINING/ERIC	02/01/2023	230.00	230.00	02/01/2023	
Total MINNESOTA MUNICIPAL UTILITIES ASSOCIATIO:					460.00	460.00		
<b>MN COMPUTER SYSTEMS INC</b>								
260	MN COMPUTER SYSTEMS INC	361360	POLICE COPIER	12/31/2022	51.31	51.31	01/23/2023	
260	MN COMPUTER SYSTEMS INC	362845	COPIES LEASE	02/01/2023	10.00	10.00	02/01/2023	
Total MN COMPUTER SYSTEMS INC :					61.31	61.31		
<b>MN DEPT OF MOTOR VEHICLE</b>								
10396	MN DEPT OF MOTOR VEHICLE	01/24/2023	WWTP VEHICLE TITLE	01/24/2023	6,452.30	6,452.30	01/26/2023	
10396	MN DEPT OF MOTOR VEHICLE	01242023	POLICE LICENSE	01/24/2023	87.20	87.20	01/24/2023	
10396	MN DEPT OF MOTOR VEHICLE	01242023	FLEET LICENSE	01/24/2023	34.60	34.60	01/24/2023	
10396	MN DEPT OF MOTOR VEHICLE	JAN 24 2023	PLATES/TITLE	01/24/2023	1,048.00	1,048.00	01/26/2023	
Total MN DEPT OF MOTOR VEHICLE :					7,622.10	7,622.10		
<b>MN DEPT OF PUBLIC SAFETY</b>								
1700	MN DEPT OF PUBLIC SAFETY	710190007202	2022 EPCRA POROGRAM	12/31/2022	100.00	100.00	01/23/2023	
Total MN DEPT OF PUBLIC SAFETY:					100.00	100.00		
<b>MN NCPERS LIFE</b>								
10359	MN NCPERS LIFE	342600022023	PERA LIFE	01/31/2023	144.00	144.00	02/01/2023	
Total MN NCPERS LIFE :					144.00	144.00		
<b>MN PUBLIC FACILITIES AUTHORITY (E-CHECK)</b>								
10482	MN PUBLIC FACILITIES AUTHO	FEB 2023 PFA	2004 PFA FEB PAYMENT	01/25/2023	14,117.40	14,117.40	02/01/2023	
10482	MN PUBLIC FACILITIES AUTHO	FEB 2023 PFA	2009 PFA FEB PAYMENT	01/25/2023	75,413.36	75,413.36	02/01/2023	
10482	MN PUBLIC FACILITIES AUTHO	FEB 2023 PFA	2010 PFA FEB PAYMENT	01/25/2023	8,621.37	8,621.37	02/01/2023	
Total MN PUBLIC FACILITIES AUTHORITY (E-CHECK):					98,152.13	98,152.13		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
<b>MONTICELLO PRINTING</b>								
6450	MONTICELLO PRINTING	154083	POLICE RESERVE BROCHURE	02/01/2023	112.60	112.60	02/01/2023	
6450	MONTICELLO PRINTING	154226	POLICE SUPPLIES	02/01/2023	175.00	175.00	02/01/2023	
6450	MONTICELLO PRINTING	154263	NAME PLATES POLICE	02/01/2023	52.56	52.56	02/01/2023	
Total MONTICELLO PRINTING :					340.16	340.16		
<b>NORTHERN STAR APTS LLC</b>								
10886	NORTHERN STAR APTS LLC	01232023	2021 TAX SETTLEMENT TIF 1-7	01/23/2023	107,699.66	107,699.66	01/23/2023	
10886	NORTHERN STAR APTS LLC	01232023	2021 TAX SETTLEMENT TIF 1-7 I	01/23/2023	3,881.04	3,881.04	01/23/2023	
Total NORTHERN STAR APTS LLC:					111,580.70	111,580.70		
<b>NORTHLAND MECHANICAL</b>								
10967	NORTHLAND MECHANICAL	100599	MAINT ON BOILER	12/31/2022	4,556.00	4,556.00	01/23/2023	
10967	NORTHLAND MECHANICAL	100600	MAINT ON BOILER	12/31/2022	1,306.00	1,306.00	01/23/2023	
Total NORTHLAND MECHANICAL:					5,862.00	5,862.00		
<b>NORTHLAND SECURITIES INC</b>								
10865	NORTHLAND SECURITIES INC	7317	2021 ANNUAL CONT DISCLOSU	12/31/2022	662.50	662.50	01/23/2023	
10865	NORTHLAND SECURITIES INC	7317	2021 ANNUAL CONT DISCLOSU	12/31/2022	662.50	662.50	01/23/2023	
10865	NORTHLAND SECURITIES INC	7317	2021 ANNUAL CONT DISCLOSU	12/31/2022	662.50	662.50	01/23/2023	
10865	NORTHLAND SECURITIES INC	7317	2021 ANNUAL CONT DISCLOSU	12/31/2022	662.50	662.50	01/23/2023	
Total NORTHLAND SECURITIES INC:					2,650.00	2,650.00		
<b>NYSTROM PUBLISHING</b>								
10877	NYSTROM PUBLISHING	46227	2023 QTR 1 NEWSLETTER	01/23/2023	187.91	187.91	01/23/2023	
10877	NYSTROM PUBLISHING	46227	2023 QTR 1 NEWSLETTER	01/23/2023	187.98	187.98	01/23/2023	
10877	NYSTROM PUBLISHING	46227	2023 QTR 1 NEWSLETTER	01/23/2023	187.98	187.98	01/23/2023	
10877	NYSTROM PUBLISHING	46227	2023 QTR 1 NEWSLETTER	01/23/2023	187.98	187.98	01/23/2023	
10877	NYSTROM PUBLISHING	46227	2023 QTR 1 NEWSLETTER	01/23/2023	187.98	187.98	01/23/2023	
10877	NYSTROM PUBLISHING	46227	2023 QTR 1 NEWSLETTER	01/23/2023	187.98	187.98	01/23/2023	
10877	NYSTROM PUBLISHING	46227	2023 QTR 1 NEWSLETTER	01/23/2023	187.98	187.98	01/23/2023	
10877	NYSTROM PUBLISHING	46227	2023 QTR 1 NEWSLETTER	01/23/2023	187.98	187.98	01/23/2023	
10877	NYSTROM PUBLISHING	46227	2023 QTR 1 NEWSLETTER	01/23/2023	187.98	187.98	01/23/2023	
10877	NYSTROM PUBLISHING	46227	2023 QTR 1 NEWSLETTER	01/23/2023	187.98	187.98	01/23/2023	
10877	NYSTROM PUBLISHING	46227	2023 QTR 1 NEWSLETTER	01/23/2023	187.98	187.98	01/23/2023	
10877	NYSTROM PUBLISHING	46227	2023 QTR 1 NEWSLETTER	01/23/2023	187.98	187.98	01/23/2023	
10877	NYSTROM PUBLISHING	46227	2023 QTR 1 NEWSLETTER	01/23/2023	187.98	187.98	01/23/2023	
10877	NYSTROM PUBLISHING	46227	2023 QTR 1 NEWSLETTER	01/23/2023	187.98	187.98	01/23/2023	
10877	NYSTROM PUBLISHING	46227	2023 QTR 1 NEWSLETTER	01/23/2023	187.98	187.98	01/23/2023	
10877	NYSTROM PUBLISHING	46227	2023 QTR 1 NEWSLETTER	01/23/2023	187.98	187.98	01/23/2023	
10877	NYSTROM PUBLISHING	46227	2023 QTR 1 NEWSLETTER	01/23/2023	187.98	187.98	01/23/2023	
10877	NYSTROM PUBLISHING	46227	2023 QTR 1 NEWSLETTER	01/23/2023	187.98	187.98	01/23/2023	
10877	NYSTROM PUBLISHING	46227	2023 QTR 1 NEWSLETTER	01/23/2023	187.98	187.98	01/23/2023	
Total NYSTROM PUBLISHING :					2,631.65	2,631.65		
<b>OCCUPATIONAL HEALTH CENTERS OF MINNESOTA</b>								
11879	OCCUPATIONAL HEALTH CENT	01112023	NEW HIRE PHYSICAL	02/01/2023	403.00	403.00	02/01/2023	
Total OCCUPATIONAL HEALTH CENTERS OF MINNESOTA:					403.00	403.00		
<b>OREILLY AUTOMOTIVE INC</b>								
10369	OREILLY AUTOMOTIVE INC	1532-391072	POLICE VEHICLE MAINT	12/31/2022	8.58	8.58	01/23/2023	
Total OREILLY AUTOMOTIVE INC:					8.58	8.58		
<b>ORKIN</b>								
10927	ORKIN	2368758880	PEST CONTROL JAN	01/24/2023	127.00	127.00	01/26/2023	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total ORKIN:					127.00	127.00		
<b>PATRIOT NEWS MN</b>								
11075	PATRIOT NEWS MN	007935	CAR CONDO PHASE III	01/31/2023	108.00	108.00	02/01/2023	
11075	PATRIOT NEWS MN	007936	PATRIOT NEWS	01/31/2023	96.00	96.00	02/01/2023	
Total PATRIOT NEWS MN :					204.00	204.00		
<b>PAUSTIS WINE COMPANY</b>								
1095	PAUSTIS WINE COMPANY	190447	WINE	01/23/2023	2,082.00	2,082.00	01/23/2023	
1095	PAUSTIS WINE COMPANY	190447	FRT	01/23/2023	27.00	27.00	01/23/2023	
1095	PAUSTIS WINE COMPANY	191028	LIQUOR	01/24/2023	111.00	111.00	01/26/2023	
1095	PAUSTIS WINE COMPANY	191028	WINE	01/24/2023	578.65	578.65	01/26/2023	
1095	PAUSTIS WINE COMPANY	191028	FRT	01/24/2023	10.50	10.50	01/26/2023	
Total PAUSTIS WINE COMPANY :					2,809.15	2,809.15		
<b>PHILLIPS WINE &amp; SPIRITS</b>								
7106	PHILLIPS WINE & SPIRITS	12312022 COR	PHILLIPS CORR	12/31/2022	32.52	32.52	02/01/2023	
7106	PHILLIPS WINE & SPIRITS	6520594	LIQUOR	12/31/2022	1,503.25	1,503.25	01/26/2023	
7106	PHILLIPS WINE & SPIRITS	6520594	FRT	12/31/2022	23.36	23.36	01/26/2023	
7106	PHILLIPS WINE & SPIRITS	6520595	WINE	12/31/2022	1,071.20	1,071.20	01/26/2023	
7106	PHILLIPS WINE & SPIRITS	6520595	FRT	12/31/2022	26.25	26.25	01/26/2023	
7106	PHILLIPS WINE & SPIRITS	6520596	MIX	12/31/2022	288.95	288.95	01/26/2023	
7106	PHILLIPS WINE & SPIRITS	6520596	FRT	12/31/2022	5.25	5.25	01/26/2023	
7106	PHILLIPS WINE & SPIRITS	6527449	LIQUOR	01/23/2023	5,895.60	5,895.60	01/23/2023	
7106	PHILLIPS WINE & SPIRITS	6527449	FRT	01/23/2023	115.48	115.48	01/23/2023	
7106	PHILLIPS WINE & SPIRITS	6527450	WINE	01/23/2023	1,815.65	1,815.65	01/23/2023	
7106	PHILLIPS WINE & SPIRITS	6527450	FRT	01/23/2023	46.07	46.07	01/23/2023	
7106	PHILLIPS WINE & SPIRITS	6527451	NA WINE	01/23/2023	216.00	216.00	01/23/2023	
7106	PHILLIPS WINE & SPIRITS	6527451	MIX	01/23/2023	148.00	148.00	01/23/2023	
7106	PHILLIPS WINE & SPIRITS	6527451	BAR SUPPLY	01/23/2023	67.20	67.20	01/23/2023	
7106	PHILLIPS WINE & SPIRITS	6527451	FRT	01/23/2023	12.24	12.24	01/23/2023	
7106	PHILLIPS WINE & SPIRITS	6530990	LIQUOR	01/31/2023	4,874.81	4,874.81	02/01/2023	
7106	PHILLIPS WINE & SPIRITS	6530990	FRT	01/31/2023	92.75	92.75	02/01/2023	
7106	PHILLIPS WINE & SPIRITS	6530991	WINE	01/31/2023	1,621.75	1,621.75	02/01/2023	
7106	PHILLIPS WINE & SPIRITS	6530991	FRT	01/31/2023	43.76	43.76	02/01/2023	
7106	PHILLIPS WINE & SPIRITS	6530992	MIX	01/31/2023	100.00	100.00	02/01/2023	
7106	PHILLIPS WINE & SPIRITS	6530992	NA WINE	01/31/2023	80.00	80.00	02/01/2023	
7106	PHILLIPS WINE & SPIRITS	6530992	FRT	01/31/2023	5.25	5.25	02/01/2023	
7106	PHILLIPS WINE & SPIRITS	683123 CORR	LIQUOR	12/31/2022	14.63-	14.63-	02/01/2023	
7106	PHILLIPS WINE & SPIRITS	683124 CORR	LIQUOR	12/31/2022	3.60-	3.60-	02/01/2023	
7106	PHILLIPS WINE & SPIRITS	687031 CORR	LIQUOR	12/31/2022	8.00-	8.00-	02/01/2023	
7106	PHILLIPS WINE & SPIRITS	68777032 COR	LIQUOR	12/31/2022	6.29-	6.29-	02/01/2023	
Total PHILLIPS WINE & SPIRITS :					18,052.82	18,052.82		
<b>PITNEY BOWES (E-CHECKS)</b>								
7100	PITNEY BOWES (E-CHECKS)	POSTAGE JAN	POSTAGE PURCHASE 1/25/23	01/25/2023	200.00	200.00	01/25/2023	
Total PITNEY BOWES (E-CHECKS):					200.00	200.00		
<b>RED BULL DISTRIBUTION CO INC</b>								
10905	RED BULL DISTRIBUTION CO IN	5004445434	MIX	02/01/2023	164.88	164.88	02/01/2023	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total RED BULL DISTRIBUTION CO INC:					164.88	164.88		
<b>RELIANCE STANDARD LIFE INSURANCE CO</b>								
11883	RELIANCE STANDARD LIFE INS	LIFE INS FEB	LIFE INS PREMIUMS FEB 23 - T	01/20/2023	52.10-	52.10-	02/01/2023	
11883	RELIANCE STANDARD LIFE INS	LIFE INS FEB	LIFE INS PREMIUMS FEB 23 - E	01/20/2023	1,377.06	1,377.06	02/01/2023	
11883	RELIANCE STANDARD LIFE INS	LIFE INS FEB	LIFE INS PREMIUMS FEB 23 - E	01/20/2023	542.54	542.54	02/01/2023	
Total RELIANCE STANDARD LIFE INSURANCE CO:					1,867.50	1,867.50		
<b>RUSSELL SECURITY RESOURCE INC</b>								
7276	RUSSELL SECURITY RESOURC	A44313	KEY FOR FINANCE	02/01/2023	109.00	109.00	02/01/2023	
Total RUSSELL SECURITY RESOURCE INC:					109.00	109.00		
<b>SHERBURNE CO ATTORNEY</b>								
7300	SHERBURNE CO ATTORNEY	7464	COURT FINES -NOV	12/31/2022	809.43	809.43	01/23/2023	
7300	SHERBURNE CO ATTORNEY	7470	COURT FINES	12/31/2022	612.15	612.15	01/23/2023	
Total SHERBURNE CO ATTORNEY:					1,421.58	1,421.58		
<b>SHERBURNE CO AUDITOR/TREASURER</b>								
7324	SHERBURNE CO AUDITOR/TRE	01242023	2023 PROPERTY TAX NOTICES-	01/24/2023	1,302.23	1,302.23	01/26/2023	
7324	SHERBURNE CO AUDITOR/TRE	65-459-0210	PID 65-459-0210 PAID 2023 SPE	01/30/2023	888.18	888.18	01/30/2023	
7324	SHERBURNE CO AUDITOR/TRE	9477	GENERAL HAND COUNT	12/31/2022	69.46	69.46	02/01/2023	
Total SHERBURNE CO AUDITOR/TREASURER:					2,259.87	2,259.87		
<b>SHERBURNE CO SHERIFFS DEPT</b>								
7116	SHERBURNE CO SHERIFFS DE	2022-12	IT SERVICES DEC 2022	12/31/2022	2,833.33	2,833.33	01/23/2023	
Total SHERBURNE CO SHERIFFS DEPT:					2,833.33	2,833.33		
<b>SHORT ELLIOTT HENDRICKSON INC</b>								
7358	SHORT ELLIOTT HENDRICKSO	439832	WELL 1 IMPROVEMENTS	12/31/2022	9,685.50	9,685.50	01/23/2023	
7358	SHORT ELLIOTT HENDRICKSO	440078	WWTP UPGRADE	12/31/2022	2,006.10	2,006.10	01/23/2023	
7358	SHORT ELLIOTT HENDRICKSO	440277	WATCH HILL ANNEXATION SITE	12/31/2022	2,144.97	2,144.97	01/23/2023	
Total SHORT ELLIOTT HENDRICKSON INC:					13,836.57	13,836.57		
<b>SHRED RIGHT</b>								
10870	SHRED RIGHT	590363	SHREDDING	12/31/2022	40.00	40.00	01/23/2023	
10870	SHRED RIGHT	590363	SHREDDING	12/31/2022	40.00	40.00	01/23/2023	
Total SHRED RIGHT:					80.00	80.00		
<b>SOUTHERN WINE &amp; SPIRITS OF MN</b>								
10755	SOUTHERN WINE & SPIRITS O	2292823-CR	WINE	01/23/2023	7.14-	7.14-	01/23/2023	
10755	SOUTHERN WINE & SPIRITS O	2303068	LIQUOR	01/23/2023	9,147.81	9,147.81	01/23/2023	
10755	SOUTHERN WINE & SPIRITS O	2303068	FRT	01/23/2023	100.19	100.19	01/23/2023	
10755	SOUTHERN WINE & SPIRITS O	2303069	WINE	01/23/2023	2,407.84	2,407.84	01/23/2023	
10755	SOUTHERN WINE & SPIRITS O	2303069	FRT	01/23/2023	42.23	42.23	01/23/2023	
10755	SOUTHERN WINE & SPIRITS O	2305400	LIQUOR	01/24/2023	8,377.03	8,377.03	01/26/2023	
10755	SOUTHERN WINE & SPIRITS O	2305400	FRT	01/24/2023	61.61	61.61	01/26/2023	
10755	SOUTHERN WINE & SPIRITS O	2305401	WINE	01/24/2023	233.69	233.69	01/26/2023	
10755	SOUTHERN WINE & SPIRITS O	2305401	FRT	01/24/2023	4.20	4.20	01/26/2023	
10755	SOUTHERN WINE & SPIRITS O	2305997	LIQUOR	01/24/2023	337.95	337.95	01/26/2023	



Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
10755	SOUTHERN WINE & SPIRITS O	2305997	FRT	01/24/2023	9.80	9.80	01/26/2023	
Total SOUTHERN WINE & SPIRITS OF MN:					20,715.21	20,715.21		
<b>SPINDLER CONSTRUCTION</b>								
10707	SPINDLER CONSTRUCTION	01232023	BUILDING PERMIT FEE	01/23/2023	298.65	298.65	01/23/2023	
10707	SPINDLER CONSTRUCTION	01232023	PLAN REVIEW	01/23/2023	194.12	194.12	01/23/2023	
10707	SPINDLER CONSTRUCTION	01232023	SURCHARGE	01/23/2023	7.50	7.50	01/23/2023	
10707	SPINDLER CONSTRUCTION	01232023	CONT LICENSE CHECK FEE	01/23/2023	5.00	5.00	01/23/2023	
10707	SPINDLER CONSTRUCTION	01232023	ADMINISTRATIVE FEE PERMIT	01/23/2023	25.00	25.00	01/23/2023	
Total SPINDLER CONSTRUCTION:					480.27	480.27		
<b>STREICHERS</b>								
4550	STREICHERS	CM294874/116	POLICE UNIFORM/PRIGGE	02/01/2023	87.99	87.99	02/01/2023	
4550	STREICHERS	11606946	UNIFORM KACZMAREK	02/01/2023	119.99	119.99	02/01/2023	
4550	STREICHERS	11608814	UNIFORM HECHT	02/01/2023	45.00	45.00	02/01/2023	
4550	STREICHERS	11608925	UNIFORM PRIGGE	02/01/2023	127.48	127.48	02/01/2023	
4550	STREICHERS	11609492	UNIFORM/NORLIN	02/01/2023	261.95	261.95	02/01/2023	
4550	STREICHERS	11611329	NEW HIRE UNIFORM	02/01/2023	790.94	790.94	02/01/2023	
4550	STREICHERS	11611330	UNIFORM KUCALA	02/01/2023	107.99	107.99	02/01/2023	
4550	STREICHERS	11611506	NEW HIRE UNIFORM	02/01/2023	11.99	11.99	02/01/2023	
Total STREICHERS:					1,377.35	1,377.35		
<b>THE AMERICAN BOTTLING COMPANY</b>								
10988	THE AMERICAN BOTTLING CO	3579810981	MIX	01/23/2023	127.52	127.52	01/23/2023	
10988	THE AMERICAN BOTTLING CO	3579810981	WATER	01/23/2023	29.06	29.06	01/23/2023	
Total THE AMERICAN BOTTLING COMPANY:					156.58	156.58		
<b>THE GARAGE GUYS LLC &amp; LUPULIN</b>								
11072	THE GARAGE GUYS LLC & LUP	01232023	TAX ABATEMENT PAYMENT 2N	01/23/2023	3,059.32	3,059.32	01/23/2023	
Total THE GARAGE GUYS LLC & LUPULIN:					3,059.32	3,059.32		
<b>TOSHIBA FINANCIAL SERVICES</b>								
11023	TOSHIBA FINANCIAL SERVICES	491000386	POLICE COPIER LEASE	02/01/2023	146.10	146.10	02/01/2023	
Total TOSHIBA FINANCIAL SERVICES :					146.10	146.10		
<b>TOTALCONTROL SYSTEMS INC</b>								
10930	TOTALCONTROL SYSTEMS INC	10537	OCT DEC CELL INT	12/31/2022	135.00	135.00	01/23/2023	
10930	TOTALCONTROL SYSTEMS INC	10537	NOV DEC CELL INT BACKUP C	12/31/2022	100.00	100.00	01/23/2023	
TOTALCONTROL SYSTEMS INC:					235.00	235.00		
<b>US BANK (E-CHECKS)</b>								
10527	US BANK (E-CHECKS)	02/01/2023	CITY HALL SUPPLIES	01/11/2023	77.98	77.98	02/01/2023	
10527	US BANK (E-CHECKS)	02/01/2023	CITY HALL EXPENSES	01/11/2023	171.94	171.94	02/01/2023	
10527	US BANK (E-CHECKS)	02/01/2023	TRAINING/HANNAH	01/11/2023	906.54	906.54	02/01/2023	
10527	US BANK (E-CHECKS)	02/01/2023	FINANCE SAFE	01/11/2023	248.45	248.45	02/01/2023	
10527	US BANK (E-CHECKS)	02/01/2023	BUILDING FUEL	01/11/2023	44.91	44.91	02/01/2023	
10527	US BANK (E-CHECKS)	02/01/2023	COLD WEATHER GEAR	01/11/2023	518.46	518.46	02/01/2023	
10527	US BANK (E-CHECKS)	02/01/2023	STREET FUEL	01/11/2023	1,704.29	1,704.29	02/01/2023	
10527	US BANK (E-CHECKS)	02/01/2023	SHOP SUPPLIES	01/11/2023	5.75	5.75	02/01/2023	
10527	US BANK (E-CHECKS)	02/01/2023	FLEET FUEL	01/11/2023	193.02	193.02	02/01/2023	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
10527	US BANK (E-CHECKS)	02/01/2023	PARK SUPPLIES	01/11/2023	19.55	19.55	02/01/2023	
10527	US BANK (E-CHECKS)	02/01/2023	PARK FUEL	01/11/2023	510.42	510.42	02/01/2023	
10527	US BANK (E-CHECKS)	02/01/2023	POLICE AD	01/11/2023	100.00	100.00	02/01/2023	
10527	US BANK (E-CHECKS)	02/01/2023	K9 EXPENSE	01/11/2023	263.00	263.00	02/01/2023	
10527	US BANK (E-CHECKS)	02/01/2023	CANV SOFTWARE	01/11/2023	119.88	119.88	02/01/2023	
10527	US BANK (E-CHECKS)	02/01/2023	WWTP SUPPLIES	01/11/2023	243.91	243.91	02/01/2023	
10527	US BANK (E-CHECKS)	02/01/2023	WWTP TRAINING	01/11/2023	300.00	300.00	02/01/2023	
10527	US BANK (E-CHECKS)	02/01/2023	LIQUOR SUPPLIES	01/11/2023	11.27	11.27	02/01/2023	
10527	US BANK (E-CHECKS)	02/01/2023	LIQUOR CC PROCESSING FEE	01/11/2023	21.00	21.00	02/01/2023	
10527	US BANK (E-CHECKS)	02/01/2023	LIQUOR MIX	01/11/2023	97.20	97.20	02/01/2023	
10527	US BANK (E-CHECKS)	02/01/2023	LIQUOR LEMON/LIMES	01/11/2023	9.86	9.86	02/01/2023	
10527	US BANK (E-CHECKS)	02/01/2023	LIQUOR FREIGHT	01/11/2023	78.78	78.78	02/01/2023	
10527	US BANK (E-CHECKS)	02/01/2023	LIQUOR NA LIQUOR	01/11/2023	297.00	297.00	02/01/2023	
10527	US BANK (E-CHECKS)	12312022	COLD WEATHER ALLOWANCE	12/31/2022	198.26	198.26	02/01/2023	
10527	US BANK (E-CHECKS)	12312022	POLICE DUES	12/31/2022	193.00	193.00	02/01/2023	
10527	US BANK (E-CHECKS)	12312022	DUES/SUBSCRIPTIONS HAFN	12/31/2022	1,115.00	1,115.00	02/01/2023	
10527	US BANK (E-CHECKS)	12312022	PLANNING SUPPLIES	12/31/2022	31.13	31.13	02/01/2023	
10527	US BANK (E-CHECKS)	12312022	CITY HALL SUPPLIES	12/31/2022	135.21	135.21	02/01/2023	
10527	US BANK (E-CHECKS)	12312022	ADM DUES	12/31/2022	414.47	414.47	02/01/2023	
10527	US BANK (E-CHECKS)	12312022	BUILDING FUEL	12/31/2022	42.19	42.19	02/01/2023	
10527	US BANK (E-CHECKS)	12312022	STREET SUPPLIES	12/31/2022	32.43	32.43	02/01/2023	
10527	US BANK (E-CHECKS)	12312022	COLD WEATHER GEAR	12/31/2022	109.99	109.99	02/01/2023	
10527	US BANK (E-CHECKS)	12312022	STREET FUEL	12/31/2022	3,549.23	3,549.23	02/01/2023	
10527	US BANK (E-CHECKS)	12312022	PW BLDG MAINT	12/31/2022	227.39	227.39	02/01/2023	
10527	US BANK (E-CHECKS)	12312022	MANHOLES	12/31/2022	72.95	72.95	02/01/2023	
10527	US BANK (E-CHECKS)	12312022	SHOP TOOLS	12/31/2022	25.77	25.77	02/01/2023	
10527	US BANK (E-CHECKS)	12312022	FUEL	12/31/2022	254.29	254.29	02/01/2023	
10527	US BANK (E-CHECKS)	12312022	SHOP TOOLS	12/31/2022	24.99	24.99	02/01/2023	
10527	US BANK (E-CHECKS)	12312022	PARK SUPPLIES	12/31/2022	4.89	4.89	02/01/2023	
10527	US BANK (E-CHECKS)	12312022	FUEL	12/31/2022	56.41	56.41	02/01/2023	
10527	US BANK (E-CHECKS)	12312022	POLICE SUPPLIES	12/31/2022	101.11	101.11	02/01/2023	
10527	US BANK (E-CHECKS)	12312022	POLICE TRAINING	12/31/2022	529.00	529.00	02/01/2023	
10527	US BANK (E-CHECKS)	12312022	POLICE TRAINING MEAL	12/31/2022	12.96	12.96	02/01/2023	
10527	US BANK (E-CHECKS)	12312022	K9 EXPENSE	12/31/2022	245.00	245.00	02/01/2023	
10527	US BANK (E-CHECKS)	12312022	POLICE MONTHLY DUES	12/31/2022	31.45	31.45	02/01/2023	
10527	US BANK (E-CHECKS)	12312022	POLICE VEHICLE MAINT	12/31/2022	451.15	451.15	02/01/2023	
10527	US BANK (E-CHECKS)	12312022	REFUND XMAS SUPPLIES	12/31/2022	91.50-	91.50-	02/01/2023	
10527	US BANK (E-CHECKS)	12312022	COLD WEATHER GEAR TROY	12/31/2022	41.02	41.02	02/01/2023	
10527	US BANK (E-CHECKS)	12312022	SERVICE RACK	12/31/2022	279.17	279.17	02/01/2023	
10527	US BANK (E-CHECKS)	12312022	BLEDA MEALS	12/31/2022	12.87	12.87	02/01/2023	
10527	US BANK (E-CHECKS)	12312022	WATER TRAINING	12/31/2022	265.00	265.00	02/01/2023	
10527	US BANK (E-CHECKS)	12312022	WWTP SUPPLIES	12/31/2022	162.40	162.40	02/01/2023	
10527	US BANK (E-CHECKS)	12312022	LIQUOR CC PROCESSING FEE	12/31/2022	231.90	231.90	02/01/2023	
10527	US BANK (E-CHECKS)	12312022	LIQUOR LEMONS/LIMES	12/31/2022	17.75	17.75	02/01/2023	
10527	US BANK (E-CHECKS)	12312022	LIQUOR SUPPLIES	12/31/2022	11.54	11.54	02/01/2023	
10527	US BANK (E-CHECKS)	12312022	LIQUOR ADVERTISING	12/31/2022	386.91	386.91	02/01/2023	
10527	US BANK (E-CHECKS)	12312022	LIQUOR LEMONS/LIMES	12/31/2022	20.80	20.80	02/01/2023	
10527	US BANK (E-CHECKS)	12312022	LIQUOR FREIGHT	12/31/2022	24.80	24.80	02/01/2023	
10527	US BANK (E-CHECKS)	BANK FEES -	ELECTRONIC DEPOSIT BANK F	12/31/2022	151.45	151.45	01/30/2023	
Total US BANK (E-CHECKS):					15,315.59	15,315.59		
<b>UTILITY LOGIC</b>								
11861	UTILITY LOGIC	13779	LOCATE EQUIPMENT	01/31/2023	3,821.00	3,821.00	02/01/2023	
11861	UTILITY LOGIC	13779	LOCATE EQUIPMENT	01/31/2023	3,820.00	3,820.00	02/01/2023	
11861	UTILITY LOGIC	13779	LOCATE EQUIPMENT	01/31/2023	3,820.00	3,820.00	02/01/2023	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total UTILITY LOGIC:					11,461.00	11,461.00		
<b>VIKING COCA-COLA</b>								
2350	VIKING COCA-COLA	3071544	MIX	01/23/2023	685.50	685.50	01/23/2023	
2350	VIKING COCA-COLA	3107032	MIX	01/26/2023	523.90	523.90	01/26/2023	
Total VIKING COCA-COLA:					1,209.40	1,209.40		
<b>VINOCOPIA</b>								
10568	VINOCOPIA	0322224-IN	LIQUOR	01/24/2023	179.66	179.66	01/26/2023	
10568	VINOCOPIA	0322224-IN	WINE	01/24/2023	464.00	464.00	01/26/2023	
10568	VINOCOPIA	0322224-IN	FRT	01/24/2023	12.00	12.00	01/26/2023	
Total VINOCOPIA :					655.66	655.66		
<b>VONCO</b>								
10454	VONCO	V2 000007209	SLUDGE HAULING	02/01/2023	1,446.90	1,446.90	02/01/2023	
10454	VONCO	V2 000007218	SLUDGE HAULING	02/01/2023	2,305.76	2,305.76	02/01/2023	
Total VONCO :					3,752.66	3,752.66		
<b>WINE MERCHANTS</b>								
10384	WINE MERCHANTS	12312022 COR	WINE MERCH CORRECTION	12/31/2022	1,915.08	1,915.08	02/01/2023	
10384	WINE MERCHANTS	7389435.	WINE	12/31/2022	1,915.95-	1,915.95-	02/01/2023	
10384	WINE MERCHANTS	7409101.	FRT	12/31/2022	.87	.87	02/01/2023	
10384	WINE MERCHANTS	7410122	WINE	12/31/2022	549.00	549.00	01/26/2023	
10384	WINE MERCHANTS	7410122	FRT	12/31/2022	14.00	14.00	01/26/2023	
10384	WINE MERCHANTS	7412668	WINE	02/01/2023	1,608.00	1,608.00	02/01/2023	
10384	WINE MERCHANTS	7412668	FRT	02/01/2023	32.20	32.20	02/01/2023	
Total WINE MERCHANTS:					2,203.20	2,203.20		
<b>XCEL ENERGY</b>								
6950	XCEL ENERGY	12312022	51-4459098-1 STREET LIGHTS	12/31/2022	4,218.48	4,218.48	01/23/2023	
6950	XCEL ENERGY	51-001233342	ENGLEWOOD IRRIGATION	12/31/2022	23.09	23.09	01/23/2023	
6950	XCEL ENERGY	51-4262692-4	302808445 LIFT 256 CRESCEN	12/31/2022	278.43	278.43	02/01/2023	
6950	XCEL ENERGY	51-4262692-4	302808445 LIFT 256 CRESCEN	12/31/2022	179.84-	179.84-	02/01/2023	
6950	XCEL ENERGY	51-4262692-4	302963558 SKATING RINK DEC	12/31/2022	474.52	474.52	02/01/2023	
6950	XCEL ENERGY	51-4262692-4	302963558 SKATING RINK SOL	12/31/2022	175.95-	175.95-	02/01/2023	
6950	XCEL ENERGY	51-4262692-4	303069137 PUMP HOUSE 601 M	12/31/2022	40.10	40.10	02/01/2023	
6950	XCEL ENERGY	51-4262692-4	303069137 PUMP HOUSE 601 M	12/31/2022	401.07-	401.07-	02/01/2023	
6950	XCEL ENERGY	51-4262692-4	303085700 CITY HALL DEC	12/31/2022	1,245.23	1,245.23	02/01/2023	
6950	XCEL ENERGY	51-4262692-4	303085700 CITY HALLSOLAR C	12/31/2022	1,046.43-	1,046.43-	02/01/2023	
6950	XCEL ENERGY	51-4262692-4	303275744 CROSS WALK SIGN	12/31/2022	21.89	21.89	02/01/2023	
6950	XCEL ENERGY	51-4262692-4	303456004 SEWER PLANT DEC	12/31/2022	152.52	152.52	02/01/2023	
6950	XCEL ENERGY	51-4262692-4	303456004 SEWER PLANT DEC	12/31/2022	265.53	265.53	02/01/2023	
6950	XCEL ENERGY	51-4262692-4	303456004 SEWER PLANT SOL	12/31/2022	40.54-	40.54-	02/01/2023	
6950	XCEL ENERGY	51-4262692-4	303771827 SEWER PLANT DEC	12/31/2022	6,041.86	6,041.86	02/01/2023	
6950	XCEL ENERGY	51-4262692-4	303922326 514 FOREST RD DE	12/31/2022	22.21	22.21	02/01/2023	
6950	XCEL ENERGY	51-4262692-4	303922326 514 FOREST RD SOL	12/31/2022	13.14-	13.14-	02/01/2023	
6950	XCEL ENERGY	51-4262692-4	303997372 615 ROSE DR DEC	12/31/2022	1,748.15	1,748.15	02/01/2023	
6950	XCEL ENERGY	51-4262692-4	303997372 615 ROSE DR SOLA	12/31/2022	1,454.63-	1,454.63-	02/01/2023	
6950	XCEL ENERGY	51-4262692-4	304054546 ST LIGHTS CITY HAL	12/31/2022	54.97	54.97	02/01/2023	
6950	XCEL ENERGY	51-4262692-4	304054546 ST LIGHTS CITY HAL	12/31/2022	14.53-	14.53-	02/01/2023	
6950	XCEL ENERGY	51-4262692-4	304166698 ST LIGHTS EAGLWE	12/31/2022	59.56	59.56	02/01/2023	
6950	XCEL ENERGY	51-4262692-4	304229382 SEWER PLANT DEC	12/31/2022	36.49	36.49	02/01/2023	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
6950	XCEL ENERGY	51-4262692-4	304242713 10 LAKE ST UNIT SI	12/31/2022	101.30	101.30	02/01/2023	
6950	XCEL ENERGY	51-4262692-4	304242713 10 LAKE ST UNIT SI	12/31/2022	68.17-	68.17-	02/01/2023	
6950	XCEL ENERGY	51-4262692-4	304242721 10 LAKE ST UNIT SI	12/31/2022	261.73	261.73	02/01/2023	
6950	XCEL ENERGY	51-4262692-4	304242721 10 LAKE ST UNIT SI	12/31/2022	194.64-	194.64-	02/01/2023	
6950	XCEL ENERGY	51-4262692-4	304244893 SEWER LIFT DEC	12/31/2022	1,825.04	1,825.04	02/01/2023	
6950	XCEL ENERGY	51-4262692-4	304244893 SEWER LIFT SOLAR	12/31/2022	1,029.77-	1,029.77-	02/01/2023	
Total XCEL ENERGY :					12,252.39	12,252.39		
Grand Totals:					725,947.20	725,947.20		



# AGENDA ITEM

Big Lake City Council

<b>Prepared By:</b> <i>Gina Wolbeck, City Clerk</i>	<b>Meeting Date:</b> <i>2/8/2023</i>	<input type="checkbox"/> <b>Regular Agenda Item</b> <input checked="" type="checkbox"/> <b>Consent Agenda Item</b>	<b>Item No.</b> <b>6B</b>
<b>Item Description:</b> <i>January 25, 2023 City Council Workshop Minutes</i>		<b>Reviewed By:</b> <i>Hanna Klimmek, City Administrator</i>	
		<b>Reviewed By:</b> <i>N/A</i>	

**ACTION REQUESTED**

By approving this item on the Consent Agenda, Council would be approving the January 25, 2023 City Council Workshop Minutes as presented.

**BACKGROUND/DISCUSSION**

The January 25, 2023 City Council Workshop Minutes are attached for Council’s review.

**FINANCIAL IMPACT**

N/A

**STAFF RECOMMENDATION**

N/A

**ATTACHMENTS**

Workshop Minutes

**BIG LAKE CITY COUNCIL  
WORKSHOP MINUTES**

**JANUARY 25, 2023**

**1. CALL TO ORDER**

Mayor Knier called the meeting to order at 5:00 p.m.

**2. ROLL CALL**

Council Members present: Ken Halverson, Sam Hanson, Paul Knier, Kim Noding, and Paul Seefeld. Also present: City Administrator Hanna Klimmek, City Clerk Gina Wolbeck, Finance Director Deb Wegeleben, Police Captain Sam Olson, Liquor Store Manager Greg Zurbey, Streets/Parks/Fleet Superintendent Norm Michels, Water/Wastewater Superintendent Dan Childs, and Big Lake Student Liaisons Allie Cross.

**3. PROPOSED AGENDA**

Council Member Noding motioned to adopt the proposed Agenda as presented. Seconded by Council Member Seefeld, unanimous ayes, Agenda adopted.

**4. BUSINESS**

**4A. Review Grant Writing Services**

Hanna Klimmek discussed that at the September 28, 2022 workshop, Council directed staff to research grant writing consultant options. The discussion at the workshop was focused on parks, trails, and arts, with some discussion on public safety grants. Klimmek noted that the research found that most cities take advantage of grant writing opportunities similar to Big Lake's efforts in this area. The City has always utilized consultants for larger projects with staff managing their time for opportunities that we can handle in-house. There are cities much larger than Big Lake that staff full-time grant writers. Klimmek noted that the City of Big Lake is not eligible for some grant opportunities due to community demographics. Staff was referred to Community and Economic Development Associates (CEDA) whose specialties include community support programs, small business assistance, grant writing/management services, and community planning/development. Klimmek introduced Courtney Bergey and Kelly Wilkens from CEDA, who provided information on ways they could assist the City in making projects successful through grant opportunities.

Council Member Halverson asked if CEDA can assist with FEMA grants. Bergey and Wilkens responded that they have done Federal Grants in the past. Halverson asked what their success ratio is on grant writing projects. They responded that they are probably closer to a 75%+ success rate, noting that grant writing is a smaller portion of the services they provide. They also discussed that determining eligibility

looks at how competitive the City would be in obtaining grant awards. Halverson discussed whether the COVID pandemic could have affected their percentage of awards. Halverson also asked what the cost was for them to write the City of Coleraine grant. Bergey estimated that the Coleraine project took 30 hours to complete, which would have cost them \$3,000 or less.

Mayor Knier asked what makes a grant application competitive. Wilkens responded that it depends on the specific grant, but that community surveys help as well as a City being able to demonstrate a need.

Council Member Noding asked if their fees are project based, or would it be a long-term contract. The response was that their fees are project based, and that they wouldn't charge us until they are sure it would be an eligible project. It was also noted that there are instances when a project is a good project, but there just wasn't enough funds to go around. Generally, if that happens, they would offer a much reduced rate for a resubmittal. Discussion was held that it is more beneficial for the City to research grant opportunities first, noting that they like to see a community take initiative in researching grant opportunities. Noding discussed the need for more public art in Big Lake, and reviewed the possibility for the Community Arts Board to fund samples of local art. Bergey and Wilkens discussed that there is value in these applications, noting that community engaged projects would set us up for success.

Council Member Halverson asked if the City would have any costs if it is determined that we wouldn't be eligible for a grant. CEDA's response was that they would determine eligibility before a contract is signed.

#### **4B. Review CIP Plan Purchase Procedures**

Deb Wegeleben reviewed procedures the City follows for all CIP purchases. Wegeleben noted that the CIP is a plan for purchases, not an actual approval for purchases as situations could arise during the budget year that could lead Council to choose to hold off on specific purchases. Wegeleben also reviewed that since the CIP is funded by Local Government Aid (LGA) and the City only receives these funds in July and December, the City generally doesn't purchase items over \$50,000 until December after the City has received the full allotment of its LGA. Since the COVID pandemic, the City has experienced delays in delivery of ordered products, and noted that the State Bid has been opened only once per year. Wegeleben also reviewed that staff and/or departments have the ability to come to Council and ask to pre-order equipment/vehicles that are not scheduled on the CIP Plan until future years. A pre-order would need to be approved by Council, knowing that if the products do come in earlier than the scheduled year on the CIP Plan, an adjustment would need to be made accordingly.

#### **4C. Lawful Gambling Trade Area Discussion**

Hanna Klimmek reviewed a request from the City of Becker asking if the City would consider adding the City of Becker to its definition of Charitable Gambling Trade Area. Klimmek noted that we have two organizations that have dual membership in both cities; the Becker/Big Lake Knights of Columbus and the Becker/Big Lake Ice Association (BBLIA). The BBLIA was recently chosen by a new Becker business to lease space to conduct lawful gambling at their site. Both communities have established trade areas through City Code that defines where 75% of their expenditures must be made. Currently, neither city is in the other's trade areas, and the BBLIA asked if the City of Becker would include Big Lake in their trade

area as they are exclusively raising funds for a new ice arena that is expected to be built in Big Lake city limits. Becker City Administration was asked to see if the Big Lake City Council would consider adding the City of Becker to its definition of trade area, which would be done by amending Section 370.06, subd. 3. Klimmek note that this type of amendment would be for all lawful gambling, not just for the BBLIA or the Knights of Columbus. Other organizations licensed in the City include Big Lake Spud Fest and the Big Lake American Legion. If Council chooses to include Becker in the 75% trade area, those two organizations could allocate their lawful purpose expenditures (donations) in Becker as well as Big Lake and Big Lake Township.

Council directed Staff to work with the City Attorney to determine if the City can amend its ordinance to only affect lawful gambling organizations that have a combined membership with Becker, and directed that if we can't separate them out, that they are not interested in amending our ordinance to expand the trade area.

#### **4D. Social Media Archive System Discussion**

Gina Wolbeck discussed the City's multiple social media platforms that contain government data, which are subject to the MN Data Practices Act, MS 13. Staff recently met with ArchiveSocial, who provides archiving services for social media content and are a partner of the City's website host CivicPlus so there would be some cost savings from that. Wolbeck noted that the annual cost for this service was quoted at \$7,200, and requested Council feedback on if they wish to move forward with establishing a social media archiving system, or would rather look at restricting content that is posted to the City's social media platforms going forward.

Council directed Staff to move forward with obtaining another quote for these services and to report back at a future meeting.

5. **OTHER** – no other.

#### **6. ADJOURN**

Council Member Seefeld motioned to adjourn at 5:49 p.m. Seconded by Council Member Hanson, unanimous ayes, motion carried.

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City Clerk

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Date Approved by Council





# AGENDA ITEM

Big Lake City Council

<b>Prepared By:</b> Gina Wolbeck, City Clerk	<b>Meeting Date:</b> 02/08/2023	<input type="checkbox"/> Regular Agenda Item <input checked="" type="checkbox"/> Consent Agenda Item	<b>Item No.</b> <b>6C</b>
<b>Item Description:</b> January 25, 2023 City Council Regular Meeting Minutes		<b>Reviewed By:</b> Hanna Klimmek, City Administrator	
		<b>Reviewed By:</b> N/A	

### **ACTION REQUESTED**

By approving this item on the Consent Agenda, Council would be approving the January 25, 2023 City Council Regular Meeting Minutes as presented.

### **BACKGROUND/DISCUSSION**

The January 25, 2023 City Council Regular Meeting Minutes are attached for Council’s review.

### **FINANCIAL IMPACT**

N/A

### **STAFF RECOMMENDATION**

N/A

### **ATTACHMENTS**

Regular Meeting Minutes

**BIG LAKE CITY COUNCIL  
REGULAR MEETING MINUTES  
JANUARY 25, 2023**

**1. CALL TO ORDER**

Mayor Paul Knier called the meeting to order at 6:00 p.m.

**2. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

**3. ROLL CALL**

Council Members present: Ken Halverson, Sam Hanson, Paul Knier, Kim Noding, and Paul Seefeld. Also present: City Administrator Hanna Klimmek, City Clerk Gina Wolbeck, Finance Director Deb Wegeleben, City Planner Lucinda Spanier, Police Captain Sam Olson, Liquor Store Manager Greg Zurbey, Streets/Parks/Fleet Superintendent Norm Michels, Water/Wastewater Superintendent Dan Childs, and Big Lake Student Liaison Allie Cross.

**4. OPEN FORUM**

Mayor Knier opened the Open Forum at 6:01 p.m. No one came forward. Mayor Knier closed the Open Forum at 6:01 p.m.

**5. PROPOSED AGENDA**

Council Member Seefeld motioned to adopt the proposed Agenda as presented. Seconded by Council Member Hanson, unanimous ayes, Agenda adopted.

**6. CONSENT AGENDA**

Council Member Halverson motioned to approve the Consent Agenda as presented. Seconded by Council Member Noding, unanimous ayes, Consent Agenda approved. The Consent Agenda consisted of: 6A. Approve List of Claims, 6B. Approve Council Workshop Minutes of January 11, 2023, 6C. Approve Regular Council Meeting Minutes of January 11, 2023, 6D. Approve Joint City/County/Township/School Meeting of January 19, 2023, 6E. Approve Change Order No. 1 for

the Well No. 1 Improvement Project, 6F. Approve Resolution No. 2023-10 approving a Conditional Use Permit for 4330 Sterling Drive, 6G. Approve Resolution No. 2023-11 approving Conditional Use Permits for 711 Rose Drive, 6H. Approve Year End 2022 Transfers, 6I. Approve 2023 Planning Commissioner Officer Appointments, 6J. Approve 2023 BLEDA Commissioner Officer Appointments, and 6K. Accept Resignation from Parks Advisory Committee Member Jack Merwin.

**7. BUSINESS**

**7A. Recognitions – Employee Years of Service**

Mayor Knier presented years of service certificates to City employees who reached a milestone year of service. Those employees recognized included Jeffrey Halligan (5-years), and Thomas Kucala (5-years).

**7B. Zoning Text Amendment/Concept Plan Review for Parcel No. 65-607-0105**

Lucinda Spanier reviewed the zoning text amendment and Concept Plan review applications submitted by Jerry Minor of Jerry's of Elk River for parcel no. 65-607-0105. The Applicant is interested in operating his vehicle sales business on Lot 1, Block 1, Big Lake Marketplace 9th Addition. The subject property is located in the Innovation Industrial (I-4) zoning district, which does not permit vehicle sales. Minor has requested to amend the district to allow for his proposed use of indoor vehicle sales, and is also seeking feedback on his concept plan for the subject property. Spanier reviewed that the purpose of the Innovation Industrial District is to provide an affordable industrial space in the community for start-up businesses, home occupations that have outgrown their space, and other small businesses that are at a stage where they cannot yet afford a building constructed with first class materials. Due to the presence of outdoor storage and manufacturing, this zoning district is intended to be isolated from residential uses and buffered from commercial uses. The district permits major and minor automobile repair provided the operation is conducted within an enclosed building. The district also allows accessory retail sales as a conditional use, subject to conditions. Spanier reviewed that a public hearing was held during the January 4, 2023 Planning Commission meeting and no public input was received. Finding the proposed use compatible with the uses allowed in the I-4 district, the Planning Commission voted 7-0 in favor of the request to allow motor vehicle sales as a permitted use in the I-4 zoning district provided the operations are conducted entirely within an enclosed building.

Spanier reviewed the proposed concept plan for the I-4 parcel located at the corner of 166<sup>th</sup> Street NW and 197<sup>th</sup> Avenue NW. The Applicant is proposing to construct a 6,000 square foot building to house an indoor online car dealership, noting that they would not have any outdoor storage. They have a very limited amount of walk-in business and most of their sales are national and international.

Council Member Noding asked if the code revision project will impact their project. Spanier responded that the ordinance amendment would be effective upon Council approval and summary publication.

Council Member Seefeld motioned to approve Ordinance No. 2023-01 amending Chapter 10, Section 1062.02 of the Big Lake City Code to permit indoor vehicle sales in the Innovation Industrial (I-4) district. Seconded by Council Member Halverson, unanimous ayes, motion carried.

Council Member Noding motioned to approve Resolution No. 2023-12 authorizing summary publication of Ordinance No. 2023-01. Seconded by Council Member Halverson, unanimous ayes, motion carried.

#### **7C. Code Revision Project Review**

Kendra Lindahl reviewed proposed amendments to the zoning code Chapter 10 as recommended by the Code Revision Taskforce and the Planning Commission. Lindahl discussed that the rewrite of the Zoning Ordinance will be a repeal and replace. The goal of the update is to make the ordinance clear and concise by reducing unnecessary text and referencing policy documents where possible. As part of the sections, there were significant text edits made to clarify language and reorganize for clarity. The existing ordinance is 574 pages and the draft ordinance is currently 268 pages. Lindahl also reviewed that the draft Zoning Ordinance has been revised with the new logo, colors and Calibri font to fit with the City's recent branding update. The ordinance has also been reformatted for clarification and consistency. The table of contents includes the sections present in the ordinance and the subsections within each of those sections to allow easy navigation of the document. Staff is also working on a modification to the draft ordinance that is not included in the current draft ordinance. The modification is to include an interim use permit to allow for specific lots (PID 65-026-2201, 65-026-2205, 65-026-2000) to be developed without municipal sewer and water and instead use a septic and well system. This would allow them to have a septic and well system until such time as municipal sewer and water become available for hookup to the property and would require them to hookup at that time. Staff is utilizing a similar process from the City of Andover as a framework for the addition to the ordinance. Lindahl explained that the City Council is asked to review the draft Zoning Ordinance and provide feedback to staff. Staff will make any desired changes for inclusion in the formal public hearing for adoption with the Subdivision Ordinance and Sign Ordinance in spring of 2023.

Council Member Halverson noted that he sits on the Code Revision Project Committee, and expressed concerns with various changes that were recommended by the committee. Halverson stated that the Council should look at the no covered parking for apartments, stressing that it would be an injustice if we don't have any covered parking requirements for apartments, noting

that most communities have this requirement, specifically so the parking lot doesn't look like a car dealership. Halverson also stated that it would stretch out our infrastructure, and expressed that we need to keep a higher standard for our developments.

Council Member Hanson agreed with Halverson, noting that we have impervious surface requirements for properties located in the R1 zoning district, and he would prefer to see less parking lot parking in higher density districts. Halverson also noted that there would be less storm water runoff going into our storm water system. It was also noted that covered parking would be more attractive to potential renters during the winter months.

Council Member Seefeld discussed that he also sits on the Code Revision Taskforce, and he is in agreement with the Taskforce recommendation, noting that amenities should be market driven. Seefeld also noted that he does like smaller parking lots and asked Lindahl if the Taskforce did fully remove requirements for covered parking. Lindahl responded that direction from the Taskforce was to reduce the number of delineated enclosed parking requirements, which was based on the developers knowing their market, and that there was no public interest on the City's side to require.

Council Member Noding stated that she agrees that the covered parking requirement should be put back in, noting that we could go case by case through the variance process if a developer wants it looked at.

Mayor Knier noted that he is hesitant to make a blanket statement to over vote the Taskforce.

Lindahl discussed that they can bring information back, noting that most cities have some type of requirements for covered parking. Lindahl reviewed that the Taskforce was set up in an effort to eliminate unnecessary restrictions and to make the code language more understandable to developers, residents and staff. Lindahl also reviewed that the trend they are seeing is that communities and developers are moving away from enclosed parking for various reasons.

Council Member Halverson discussed deck requirements on apartments, noting that it is Council's job to help steer things in the City. Halverson stated that we would not be doing justice to our community by removing things from the code such as requiring decks on apartments. Halverson expressed concern that currently, decks are only required for projects with a PUD. He noted that recently, all apartment complexes have required a PUD, but by amending the code, apartment projects most likely won't need a PUD so they wouldn't be required to construct decks with each unit. Halverson stated that we need to build the community up, and by taking things out of the code we would be bringing it down. Halverson stated that he feels it is important to require projects to build covered parking and balconies because we are building apartments not motels.

Mayor Knier responded that it is a difference of philosophy, noting that others have questioned if it is government's job to tell a developer what to do, and noted that freedom can be messy. Knier stated that the market will decide what is needed as a developer isn't going to build something they can't sell. It's not the builder against the City or the builder against the tenants, but that they are going to want to put something out there that is going to be something that people want.

Council Member Hanson stated that he feels balconies are going to provide a life safety for both the tenants and firefighters. Hanson expressed that if a firefighter is stuck in a building, they can be found much easier if they have an egress from a balcony.

Council Member Noding discussed the need to balance flexibility with safety. Noding discussed the possibility of having it be the exception, not the rule, noting that the developer can always apply for a variance which requires a vote by the Council.

Hanson agreed that the market is going to drive itself, but we need to look out for our fire personnel as well. Lindahl noted that we don't require them now, but is hearing that there is interest in adding this requirement to the code. Lucinda Spanier reviewed that the City's current code requires balconies in the R3 zoning district only when the project is in a PUD. The recent Aeon project did not require balconies as it is located in the TOD zoning district. Lindahl expressed that balconies are not currently required in the R3 zoning district, it is only required in the R3 if you change the R3 to a PUD. Halverson stressed that every recent apartment project has been required to get a PUD. Lindahl stressed that it's important to be factually accurate is that the zoning code does not allow it today, but we have a lot of people ask for a PUD for a variety of reasons, and as a result of the PUD have had to add that. From the discussion tonight, Lindahl has heard that at least 3 of the 5 Council Members would like further discussion on balconies and covered parking, which will be brought back to the Taskforce, the Planning Commission, and ultimately back to Council.

Council Member Seefeld discussed that the topics we have been discussing were approved, one by a variance and one that didn't require a variance, and questioned if we are going to go in the direction of approving them anyways, why would we require them. Seefeld also noted that he does see the need for safety.

Lindahl recapped that this topic can be brought back to the next Taskforce and Planning Commission meeting, and then a final recommendation will be forwarded to Council. Discussion was held that the Council would like to see feedback from the Taskforce. Lindahl reviewed that both items have affordability components also, so we are trying to balance life safety, affordability, quality, and a response to the market that will offer a variety of housing types.

Council Member Seefeld discussed the recommendation from the Planning Commission on implementing a short term rental registration program, which was differing from the recommendation from the Taskforce. Discussion at the Taskforce was that it is a solution in search of a problem because we don't have a problem, and he stated that he agrees with the Taskforce recommendation over the Planning Commission, noting that we can always add in language if we need to. Lindahl reviewed that the discussion at the Planning Commission was if we should be regulating short term rentals, with Planning Commission discussion centering on negative implications on neighborhoods relating to traffic, strangers in the neighborhood, noise, and party houses so it's something that cities have been adding regulations to manage these properties especially in the areas of noise and parking. If the property owner wants to rent their house out, they would need to get a license from the City that would spell out requirements. Lindahl explained that the Taskforce did not feel we needed to add a licensing program in to our code, but the Planning Commission felt that it made sense to add it in, and Lindahl explained that we do have some of these properties already in town and the Planning Commission felt it would be good for the City to have some regulations in place to manage them. Noding asked if we have had any problems with the ones that currently exist. Lindahl reviewed that the Taskforce was not aware of any issues. Hanna Klimmek reviewed that the first time we discussed this topic was when Minneapolis hosted the Super Bowl, and at that time we decided not to pursue anything. Spanier reviewed that staff has fielded a number of inquiries for redevelopment properties around the lake where the owner is interested in renting their property out for vacation homes and for rentals, noting that these property owners get very excited when they find out we don't have any regulations. Mayor Knier reviewed that we do have local laws in place to enforce nuisance complaints. Spanier noted that the crux of the discussion at the Planning Commission rested on the fact that it's not a homeowner that is raising their family on the property and isn't maybe as invested in the community. It's basically a business that is being run in a single-family neighborhood.

Council Member Noding asked what the concern was with the accessory dwelling units (ADU's), in relation to adding back in versus taking out. Seefeld discussed that Lisa Odens is on the Taskforce and the Planning Commission and she wanted accessory dwelling unit amendments, and he thought the Taskforce was in agreement with that. Lindahl explained that she recalls that it was in the details of the ADU's. Commissioner Odens was in favor of allowing two principal structures, and the difference was in scale. Ultimately, they both ended up supporting it, but with different conditions. The Planning Commission wanted to manage it more tightly, making sure the ADU truly is accessory to the home. Council Member Halverson discussed that if you have a second dwelling and there is an emergency call, there could be concerns with addressing and emergency responders locating a victim/patient in need. Lindahl reviewed that the two committees had differences in some of the standards, with the Taskforce being open to bigger units with fewer standards, and the Planning Commission indicating that they like the idea, but with more standards to address life safety and ensuring that the property feels like a single-family residence.

Noding discussed addressing concerns in relation to a resident receiving City notifications. Lindahl also reviewed that one of the challenges with the ADU's is in regards to elections and addressing at these types of structures. Lindahl noted these structures can be a little challenging, and we have to work with the post office on addressing; however, it does provide a way to provide affordable housing or care for a family member or for live in help. Noding asked for clarification that this language has been built into the developing code and Lindahl responded that it has been.

#### **7D. Presentation – Annual City Report for 2022**

Hanna Klimmek presented the 2022 City report. Information provided included new management team appointments, Police Department staffing changes, and department reports for the Fire Department, Community Development, Engineering, Finance, Streets/Parks/Fleet, Water/Wastewater, and Lake Liquors. Klimmek also reviewed new 2022 businesses that have opened up in Big Lake. Klimmek discussed upcoming projects including completion of the Code Revision Project, welcoming our new K9, summer community events, the Water Meter Replacement Project, and the possible Wastewater Treatment Plant upgrades. Discussion was held on the City's new K9 Ranger.

Council Member Seefeld asked what defines a buildable lot. Klimmek responded that it would be a platted lot. Klimmek reviewed the status of current projects, as well as projects under consideration, noting that one project has been delayed a year.

#### **7E. Donations Towards City Projects**

Deb Wegeleben reviewed donations received by the City for various City projects including the Lakeside Park Flag Pole Project, the Big Lake Freedom Rock Project, the Veteran's Memorial Park Landscaping Project, and services provided by Guardian Roofing for the Fire Station Roof Project.

Council Member Noding motioned to accept 2022 donations towards the Lakeside Park Flag Pole Project, the Big Lake Freedom Rock, Veteran Memorial Park Landscaping, and an in-kind donation for the Fire Station Roof Project totaling \$23,685. Seconded by Council Member Hanson, unanimous ayes, motion carried.

#### **7F. Department Reports**

Streets/Parks/Fleet Department – Norm Michels provided an update on the Streets/Parks/Fleet Department. Michels discussed fall tilling at the community garden area, storm sewer and street repair, Powell Park improvements, and thanked the part-time seasonal staff that worked in various areas this past summer. Michels also reviewed snowplowing services the department has provided this winter season, preparation for the City's ice skating rinks, reviewed fire hydrant clearing, and



proper garbage can placement in the winter months. Michels also thanked members on the Parks Advisory Committee for their time served, noting that there are currently 3 seats open and 4 applications have been submitted to fill the vacancies.

Council Member Halverson discussed recent negative behavior aimed at our Public Works employees. Michels reviewed serious issues his staff has had with members of the public, and noted that there are laws that regulate treatment of city officials. Our staff is getting done what needs to be done, acknowledging the work they are doing during this very difficult winter. Michels advised the public to contact him directly with their concerns. Mayor Knier asked Michels to relay to his staff that Council has their backs and they appreciate their hard work.

Mayor Knier also discussed the age limit required for seasonal employees, and Michels responded that seasonal employees must be at least 16 years of age or older to work for the City of Big Lake.

Water/Wastewater Department - Dan Childs provided an update on the Water/Wastewater Department for the months of November and December 2022. The utilities department provided 26,984,000 gallons of safe drinking water in November and another 28,009,000 gallons in December. The City treated 21,635,000 gallons of wastewater in November and 22,808,000 gallons in December. Childs also provided a 2021/2022 comparison on water use in the City, noting that there was 89,843,000 gallons (16%) less water used in 2022, and 7,203,000 gallons (3%) more wastewater treated in 2022. Childs also discussed that staff inspected the top of the water tower at Lakeside Park and found no ice buildup.

## **8. ADMINISTRATOR'S REPORT**

City Administrator Hanna Klimmek discussed that this week staff is representing Big Lake at the Economic Development Association of MN Conference, the City Engineers Association of MN Conference, and at a workshop that the MN City Management Association is providing. Klimmek also reviewed that the Sherburne Soil & Water Conservation District is starting their 10-year Comprehensive Watershed Management Planning Project. Their kickoff meeting is scheduled for 5:30 pm on January 31<sup>st</sup> which will be held at the Sherburne History Center. Klimmek noted that they are looking for feedback so they can be certain that they are focusing efforts on the natural resource issues of greatest importance to the community.

## **9. MAYOR & COUNCIL REPORTS and QUESTIONS/COMMENTS**

Mayor Knier: reviewed the annual Joint Meeting with the City/County/School/Township representatives that was held on January 19, 2023, and reviewed the January 24 Fire Board Meeting.

Council Member Halverson: discussed the Joint City/County/School/Township Meeting.

Council Member Hanson: discussed the January 16 Big Lake Beyond the Yellow Ribbon Meeting.

Council Member Noding: reviewed the January Fire Board Meeting, and the Joint City/County/School/Township Meeting.

**10. OTHER** – No other.

**11. ADJOURN**

Council Member Seefeld motioned to adjourn at 7:22 p.m. Seconded by Council Member Halverson, unanimous ayes, motion carried.

\_\_\_\_\_  
Clerk

Date Approved by Council \_\_\_\_\_



# AGENDA ITEM

Big Lake City Council

<b>Prepared By:</b> <i>Greg Zurbey, Liquor Manager</i>	<b>Meeting Date:</b> <i>2/8/2023</i>	<input type="checkbox"/> <b>Regular Agenda Item</b> <input checked="" type="checkbox"/> <b>Consent Agenda Item</b>	<b>Item No.</b> <b>6D</b>
<b>Item Description:</b> <i>Accept the Resignation of Part-time Liquor Clerk Brian Kramer.</i>	<b>Reviewed By:</b> <i>Hanna Klimmek, City Administrator</i>		
	<b>Reviewed By:</b> <i>Deb Wegeleben, Finance Director</i>		

**ACTION REQUESTED**

By approving this item on the consent agenda, Council would be accepting the resignation of Part-time Liquor Clerk Brian Kramer.

**BACKGROUND/DISCUSSION**

On Friday, January 27, 2023, Brian Kramer phoned the liquor store staff to inform them that he will no longer be working at Lake Liquors. Staff has asked for a letter of resignation, but has not received one as of the time of this memo.

**FINANCIAL IMPACT**

N/A

**STAFF RECOMMENDATION**

Staff recommends accepting the resignation of Brian Kramer.

**ATTACHMENTS**

N/A



# AGENDA ITEM

Big Lake City Council

<b>Prepared By:</b> <i>Deb Wegeleben, Finance Director</i>	<b>Meeting Date:</b> <i>2/8/2023</i>	<input type="checkbox"/> <b>Regular Agenda Item</b> <input checked="" type="checkbox"/> <b>Consent Agenda Item</b>	<b>Item No.</b> <b>6E</b>
<b>Item Description:</b> <i>Resignation of Planning Technician Will Bucheger</i>	<b>Reviewed By:</b> <i>Hanna Klimmek, City Administrator</i>		
	<b>Reviewed By:</b> <i>Therese Haffner, Community Development Director</i>		

### **ACTION REQUESTED**

By approving this item on the Consent Agenda, Council would be accepting the resignation of Planning Technician Will Bucheger effective February 10, 2023, and authorizing staff to advertise to fill the position.

### **BACKGROUND/DISCUSSION**

Planning Technician Will Bucheger has submitted his letter of resignation as of February 10, 2023.

Will began his employment with the City of Big Lake on March 28, 2022. He has certainly been an asset to the Community Development Department and the City. We wish Will the best of luck on his new adventures!

Staff would like to advertise the position and begin the process of filling the open position immediately.

### **FINANCIAL IMPACT**

N/A

### **STAFF RECOMMENDATION**

Staff recommends accepting the resignation of Planning Technician, Will Bucheger and authorize advertising to fill the position.

### **ATTACHMENTS**

N/A



# AGENDA ITEM

Big Lake City Council

<b>Prepared By:</b> Norman Michels, Streets/Parks/Fleet Superintendent	<b>Meeting Date:</b> 2/8/2023	<input type="checkbox"/> Regular Agenda Item <input checked="" type="checkbox"/> Consent Agenda Item	<b>Item No.</b> <b>6F</b>
<b>Item Description:</b> Parks Advisory Committee Appointments	<b>Reviewed By:</b> Hanna Klimmek, City Administrator		
	<b>Reviewed By:</b> Deb Wegeleben, Finance Director		

### ACTION REQUESTED

By approving this Consent Agenda Item, Council would be approving the following Parks Advisory Committee appointments:

- Seat A - was held by Kristi DeCamillis who moved and had to resign her seat. The Committee Interview Panel recommended Doug Peterson to fill the vacated seat, which has a term expiring December 31, 2023
- Seat D – Doug Peterson did not reapply for his seat when it expired on 12.31.2022. After interviews were held, the Committee Interview Panel recommended Kameron Hanson to fill the seat, which will expire on 12.31.2025
- Seat E – Jack Merwin did not reapply for his seat when it expired on 12.31.2022. After interviews were held, the Committee Interview Panel recommended Megan Weber to fill the seat, which will expire on 12.31.2025

### BACKGROUND/DISCUSSION

Parks Advisory Committee members are appointed for 3-year terms. For 2023, the Committee had two open seats and staff was also notified that a Committee Member was resigning due to moving out of the City.

- Staff advertised to fill two expiring seats (seats D & E) that were set to expire on 12.31.2022
  - Four letters of interest were submitted by the deadline
  - These two seats will now be set to expire 12.31.2025
  - Interviews were held on 01.30.2023 and the Committee Interview Panel choose Kameron Hanson and Megan Weber to fill the seats
- Then, Kristi DeCamillis moved out of the City and had to resign her Seat A that is set to expire 12.31.2023
  - Staff then published another advertisement to fill Kristi’s vacated seat A
  - The only letter of interest submitted by the deadline was from Doug Peterson
  - An interview was held on 01.30.2023 and the Committee Interview Panel choose Doug Peterson to fill the vacated seat, which will expire on 12.31.2023

### FINANCIAL IMPACT

Beginning in January 2023, Parks Advisory Committee Members are now paid a stipend of \$25 per meeting they attend.

### STAFF RECOMMENDATION

Staff recommends Council approve the Committee Interview Panel’s recommendation listed above.

***ATTACHMENTS***

Draft Status of Terms for the Parks Advisory Committee

*DRAFT*

**Parks Advisory Committee (PAC) Status of Terms**

(Appointment Term: 3 years)

**Doug Peterson**  
Seat "A"

Original Appointment: 02/08/2023  
Current Term Expires: 12/31/2023  
Current Title: PAC Member

**Cory Ellingson**  
Seat "B"

Original Appointment: 03/2022  
Current Term Expires: 12/31/2024  
Current Title: PAC Member

**Scott Creighton**  
Seat "C"

Original Appointment: 09/2020  
Current Term Expires: 12/31/2024  
Current Title: PAC Member

**Kameron Hanson**  
Seat "D"

Original Appointment: 02/08/2023  
Current Term Expires: 12/31/2025  
Current Title: PAC Member

**Megan Weber**  
Seat "E"

Original Appointment: 02/08/2023  
Current Term Expires: 12/31/2025  
Current Title: PAC Member

**Ken Halverson**  
Seat "F"  
(City Council Member)

Original Appointment: 01/2021  
Current Term Expires: (Appointed Annually)  
Current Title: PAC Member

**Ketti Green**  
Seat "G"  
(Planning Commissioner)

Original Appointment: 01/2022  
Current Term Expires: (Appointed Annually)  
Current Title: PAC Member



# AGENDA ITEM

Big Lake City Council

<b>Prepared By:</b> Corrie Scott, Recreation and Communication Coordinator	<b>Meeting Date:</b> 2/8/2023	<input type="checkbox"/> Regular Agenda Item <input checked="" type="checkbox"/> Consent Agenda Item	<b>Item No.</b> <b>6G</b>
<b>Item Description:</b> Midwest Sound and Stage, Inc. Stage Rental Agreement for 2023 Music in the Park	<b>Reviewed By:</b> Therese Haffner, Community Development Director <b>Reviewed By:</b> Deb Wegeleben, Finance Director		

**ACTION REQUESTED**

By approving this item on the Consent Agenda, Council would be approving the Midwest Sound and Stage, Inc. Stage Rental Agreement for 2023 Music in the Park.

**BACKGROUND/DISCUSSION**

Big Lake’s Music in the Park free concert series is held on select Thursday evenings during the months of June-August and features a wide variety of live music at Lakeside Park. Staff would like to continue their partnership with Midwest Sound and Stage regarding stage setup in 2023. The cost for this service is covered by a variety of generous donations from community partners and local businesses. The attached Stage Rental Agreement has been reviewed by the City’s attorney in 2021 and has no changes aside from a slight price increase. In order to offer the Music in the Park program, Council will need to review and approve of the attached Midwest Sound and Stage, Inc. Stage Rental Agreement.

**FINANCIAL IMPACT**

\$6,000 from the Music in the Park budget.

**STAFF RECOMMENDATION**

Approve Midwest Sound and Stage, Inc. Stage Rental Agreement for 2023 Music in the Park

**ATTACHMENTS**

Midwest Sound and Stage, Inc. Stage Rental Agreement



## MIDWEST SOUND AND STAGE, INC. EQUIPMENT RENTAL AGREEMENT

This Equipment Rental Agreement ("Agreement") is effective as of the date of last signature, and is made between Midwest Sound and Stage, Inc. a "S" corporation organized under the laws of Minnesota, USA, with offices at 8959 165<sup>th</sup> Ave. ("Owner"), City of Big Lake 160 Lake Street N Big Lake, MN 55309 "Music in the Park" ("Renter"). Owner and Renter are hereinafter collectively referred to as "Parties".

Owner rents to Renter and Renter rents from Owner, subject to the terms and conditions of this Agreement:

Stage ("Equipment").

**1. Term.** This Agreement shall commence on the Effective Date and remain in full force and effect until Equipment is returned to Owner. Owner shall rent the Equipment on June 1, 8, 15, 29, July 6, 13, 20, 27, August 3, & 10, 2023, unless terminated earlier consistent with the terms herein. Owner will pick up equipment after each event.

**2. Payment.** Renter shall pay the following:

Invoice#1599 which states non-refundable down payment of \$3,000.00 is due no later than May 1, 2023 with remaining balance of invoice paid out at each weeks stage set up in the amount of \$300.00 per week for the 10 weeks.

Renter shall also pay other charges in accordance with this Agreement due upon return of Equipment, to the fullest extent allowed by law, including but not limited to:

- a) charges for optional services, if any;
- b) applicable taxes;
- c) loss of, or damage or repair to the Equipment, loss of use, diminution of the Equipment's value caused by damage to it or repair to it, and costs to enforce such charges including administrative fees for processing the claim and legal expenses;
- d) unless due to the fault of Owner, all fines, penalties, court costs and other expenses relating to the Equipment assessed against Owner or the Equipment during the rental Term;
- e) all costs incurred to collect unpaid monies due; and
- f) twenty-five dollars (\$25.00) or the maximum amount allowed by law, whichever is greater, for making payment with insufficient funds.

**3. Location of Equipment.** During the Term, Equipment shall be located at agreed event location of Renter and Owner, and shall not be moved by Renter.

**4. Care of Equipment.** Equipment can only be used in a careful and proper manner and shall not be used in any way that is inconsistent with Owner's instructions or manuals.

**5. Repair and Alterations.** The costs of all repairs made during the Term shall be paid by Owner, including but not limited to labor, material, parts and other items. Equipment shall not be serviced or repaired and parts and accessories shall not be replaced without Owner's prior consent.

**6. Insurance.** Renter shall provide a certificate of liability insurance for the rental event providing a minimum of One Million Dollars (\$1,000,000.00) and name Owner as an additional insured.

**7. Restrictions on Use.** Renter shall not:

- a) permit the Equipment to be used by any person who is not authorized to use such Equipment;
- b) operate or use the Equipment or permit it to be operated or used in violation of law;
- c) operate or use the Equipment or permit it to be operated or used to commit a violation of law; and/or
- d) operate, use, maintain or store the Equipment in a manner likely to cause damage to the Equipment.

**8. Loss or Damage.** Renter shall alert Owner to any damage to the Equipment. Renter shall be responsible for any loss or damage to Equipment and loss of use, diminution of the Equipment's value caused by damage to it or repair to it and missing equipment.

**9. Condition of Equipment.** Renter acknowledges that Renter has examined the Equipment and that it is in good condition except as otherwise specified in the Checklist. OWNER MAKES NO WARRANTY, EXPRESS OR IMPLIED, COURSE OF DEALING, COURSE OF PERFORMANCE, USAGE OF TRADE OR OTHERWISE, AND EXPRESSLY EXCLUDES AND DISCLAIMS ALL WARRANTIES AND REPRESENTATIONS OF ANY KIND, INCLUDING ANY WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, TITLE AND NON-INFRINGEMENT.

**10. Other Conditions.** Owner reserves the right to fly banners advertising the Owner's business and ownership of the rental equipment during the Renter's use of the equipment. Owner reserves the right to refuse rental of any equipment under any conditions deemed to be potentially hazardous to the equipment, or its operators, or any event not deemed in the best interest of the general public. Unrestricted access to the public is prohibited. It is the responsibility of the Renter to restrict access to the stage and equipment by the general public during performance/use.

**11. Termination.** This Agreement shall terminate on the date specified in Section 1. Owner reserves the right to terminate this Agreement earlier upon notice to Renter.

**12. Indemnification and Liability.** Renter shall indemnify, defend and hold harmless Owner from and against any claim, demand, cause of action, loss or liability (including attorney's fees and expenses of litigation) for any property damage or personal injury arising from Renter's use of Equipment by any cause, except to the extent caused by Owner's gross negligence or willful misconduct. The provisions of this Article shall survive the termination of this Agreement with respect to any claims or liability accruing before such termination. IN NO EVENT SHALL OWNER BE LIABLE FOR ANY INDIRECT, SPECIAL OR CONSEQUENTIAL LOSS OR DAMAGES ARISING FROM RENTER'S USE OF EQUIPMENT, INCLUDING BUT NOT LIMITED TO LOSS PROFITS AND LOSS REVENUE, EVEN IF INFORMED OF THE POSSIBILITY OF SUCH DAMAGES.

**13. Ownership.** Owner shall at all times retain ownership and title to the Equipment. Renter shall immediately notify Owner in the event Equipment is levied, has a lien attached or is threatened with seizure. Renter shall indemnify and hold Owner harmless against all loss and damages caused by such action. Equipment shall be deemed at all times to be personal property, whether or not it may be attached to any other property.

**14. Waiver.** No failure of Owner to exercise or enforce any of its rights under this Agreement shall act as a waiver of subsequent breaches; and the waiver of any breach shall not act as a

waiver of subsequent breaches. Owner's acceptance of payment with knowledge of a default by Renter shall not constitute a waiver of any breach.

**15. Severability.** In the event any provision of this Agreement is held by a court or other tribunal of competent jurisdiction to be unenforceable, that provision will be enforced to the maximum extent permissible under applicable law, and the other provisions of this Agreement will remain in full force and effect. The parties further agree that in the event such provision is an essential part of this Agreement, they will begin negotiations for a suitable replacement provision.

**16. Entire Agreement.** This Agreement represents the entire understanding relating to the subject matter hereof and prevails over any prior or contemporaneous, conflicting or additional communications. This Agreement can only be modified by a written amendment signed by the party against whom enforcement of such modification is sought.

**17. Assignment.** Renter may not, without the prior written consent of Owner, transfer or assign this Agreement or any part thereof. Any attempt to do so shall be a material default of this Agreement and shall be void.

**18. Headings.** Paragraph headings used in this Agreement are for reference only and shall not be used or relied upon in the interpretation of this Agreement.

**19. Counterparts.** This Agreement, and any amendment thereof, may be executed in two or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same document.

Renter acknowledges receipt of a copy of this Agreement and acknowledges having read and understood the foregoing.

**MIDWEST SOUND AND STAGE, INC.**

**CITY OF BIG LAKE**

Barry J Bluhm  
Printed Name

Paul Knier  
Printed Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date



# AGENDA ITEM

Big Lake City Council

<b>Prepared By:</b> Layne R. Otteson, City Engineer ENG 23-007	<b>Meeting Date:</b> 2/8/2023	<input type="checkbox"/> <b>Regular Agenda Item</b> <input checked="" type="checkbox"/> <b>Consent Agenda Item</b>	<b>Item No.</b> <b>6H</b>
<b>Item Description:</b> Change Order No. 5 for the 2021 Street Improvement Project No. ST2021-1	<b>Reviewed By:</b> Hanna Klimmek, City Administrator		
	<b>Reviewed By:</b> Deb Wegeleben, Finance Director		

### ACTION REQUESTED

By approving this item on the Consent Agenda, Council would be approving Change Order No. 5 for the ST2021-1 Street and Utility Project to ASTECH Corporation in the amount of \$62,283.10 and increasing the Contract to \$2,796,369.10 due to quantity increases of the Contract.

### BACKGROUND/DISCUSSION

Final quantity adjustments for ST2021-1 are needed due to reviewing final measurements with the contractor and consultant inspector to determine correct quantities. This included several office meetings and on-site measuring. The additional work for this Change Order is due to quantity increases in various items such as temporary mailboxes, roadway excavation, water insulation, hydrant replacement and storm sewer. The following items are numbered according to the attached change order.

1. Salvage and Reinstall Mailbox Support

U.S. Post Office required 109 temporary mailboxes for streets in the Maple Lane and Leighton Drive area during reclaiming and paving operations. This was not anticipated since previous overlay projects did not have this requirement. Discussions recently ensured that the resurfacing portions of the 2022 street project do not have these costs. This is a **cost increase of \$11,390.50.**

2. Common Excavation – Powell Street and Will Street area

Additional grading work was needed in Phases 4 and 5 for street base correction (foundation) and boulevard grading. The street work included excavating 982 cubic yards of unsuitable soil under Powell Street between Glenwood Avenue and Powell Circle East so that imported aggregate material could be placed as street foundation. The project was designed to utilize a cost-effective process called “full-depth reclamation” where the existing pavement and underlying aggregate is ground up and reused in place. However, the existing materials in this area were unusually thin thereby requiring excavation correction and importing additional aggregate material. The remainder of street reconstruction was successful by utilizing the cost effective process. There were also areas where steep boulevards were graded flatter to better match into existing properties. This is a **cost increase of \$11,882.20.**

3. Saw and Seal Joint

This item is difficult to accurately estimate as there were approximately 450 sawcut lines project wide and generally were a little longer on average. This is a **cost increase of \$5,623.20.**

4. 18” Diameter Perforated Storm Pipe

Increased amount of perforated pipe installed on Euclid Avenue. The pipe infiltrates the water into the underlying soils and minimize the amount of water reaching a nearby wetland. This is a **cost increase of \$18,755.00.**

5. 4" insulation

Throughout the project there were several additional water services and water main segments that were insulated to minimize the risk of freezing in the winter. It is significantly less expensive to insulate pipes as part of a large construction project. Determining factors included Public Works and property owner reports of freezing issues and pipe crossing locations found in the field. This is a **cost increase of \$5,332.80.**

6. Remove hydrant - near west end of Westwood Drive

Hydrant was located on private property, partially hidden by shrubs and small tree. Typically, hydrants are located at the end of a stub street, but this existing hydrant was several properties from the end. City Engineer and Public Works field staff concurred it was best to replace the old hydrant and place a new hydrant at the end of the water line. This is a **cost increase of \$2,750.00.**

7. Install new hydrant – located at the end of Westwood Drive

A new hydrant was installed at the west end of the water line on Westwood Drive. The new location allows a thorough flushing of the dead-end waterline and improve water quality to three property owners. This work was performed in conjunction with extending the water main 80 feet to the west for future watermain looping. This is a **cost increase of \$6,050.00.**

8. Connect to existing watermain

Connected a short watermain extension and new hydrant lead to the existing watermain on the west end of Westwood Drive. This is a **cost increase of \$1,100.00.**

9. Bulkhead culvert

Reduced the quantity likely due to a miscount. This is a **cost decrease of \$550.00.**

10. Silt fence

Quantity reduced by employing other cost-effective options. This is a **cost decrease of \$50.60.**

**FINANCIAL IMPACT**

Please find a change order summary which identifies a **net increase** to the Contract:

Change Order Summary:

Increase	\$ 62,883.70
Decrease	<u>\$ 600.60</u>
Contract Decrease	\$ 62,283.10

The additional cost of this work will be paid using General Funds which is supported by a Municipal bond and special assessments.

**STAFF RECOMMENDATION**

Staff recommends the City Council approve Change Order No. 5 and revised contract amount. This change order includes final quantity adjustments.

**ATTACHMENTS**

ST2021-1 Change Order No. 5

Change Order No. 5

CITY OF BIG LAKE  
ENGINEERING DEPARTMENT  
160 LAKE STREET NORTH  
BIG LAKE, MN 55309

ASTECH  
PO Box 1025  
St. Cloud, MN 55302

February 8, 2022

SUBJECT: Change Order No. 5 – 2021 Street and Utility Improvement Project No. ST2021-1

To ASTECH Corporation:

You are hereby ordered, authorized, and instructed to modify your contract for the 2021 Street and Utility Improvement Project No. ST2021-1 by including the following items:

Item No.	Description	Units	Quantity	Unit Price	Cost
1	SALVAGE AND REINSTALL MAILBOX	EA	109	\$104.50	\$11,390.50
2	COMMON EXCAVATION	CY	982	\$12.10	\$11,882.20
3	SAW AND SEAL JOINT	LF	1,704	\$3.30	\$5,332.80
4	18" PERF PE PIPE DRAIN	LF	341	\$55.00	\$18,755.00
5	4" INSULATION	SY	242.4	\$22.00	\$5,332.80
6	REMOVE HYDRANT	EA	1	\$2,750.00	\$2,750.00
7	INSTALL HYDRANT	EA	1	\$6,050.00	\$6,050.00
8	CONNECT TO EXISTING WATER MAIN	EA	1	\$1,100.00	\$1,100.00
9	BULKHEAD CULVERT	EA	-1	\$550.00	(\$550.00)
10	SILT FENCE, TYPE MS	LF	-23	\$2.20	(\$50.60)

**Grand Total \$62,283.10**

Submitted and approved by Layne Otteson, City Engineer, on the 8th day of February, 2023.

\_\_\_\_\_  
Layne Otteson, City Engineer

Approved and accepted this \_\_\_\_ day of \_\_\_\_\_, 2023 by ASTECH Corporation.

\_\_\_\_\_  
ASTECH Corporation. Representative

Approved and accepted this \_\_\_\_ day of \_\_\_\_\_, 2023 by the **CITY OF BIG LAKE**

\_\_\_\_\_  
Paul Knier, Mayor

\_\_\_\_\_  
Gina Wolbeck, City Clerk



# AGENDA ITEM

Big Lake City Council

<b>Prepared By:</b> <i>John Kaczmarek, Chief of Police</i>	<b>Meeting Date:</b> <i>2/8/2023</i>	<input checked="" type="checkbox"/> <b>Regular Agenda Item</b> <input type="checkbox"/> <b>Consent Agenda Item</b>	<b>Item No.</b> <b>7A</b>
<b>Item Description:</b> <i>Oath of Office, Captain Sam Olson, Sergeant(s) Guy Chaffee and Sam Norlin, K9 Handler Tyler Hecht, and K9 Ranger</i>		<b>Reviewed By:</b> <i>Hanna Klimmek, City Administrator</i> <b>Reviewed By:</b> <i>N/A</i>	

**ACTION REQUESTED**

Police Chief John Kaczmarek, requests Mayor Paul Knier to administer the Oath of Office for the newly promoted officers: Captain Sam Olson; Sergeant(s) Guy Chaffee and Sam Norlin, K9 Handler Tyler Hecht and K9 Ranger. No council action needed.

**BACKGROUND/DISCUSSION**

In November of 2022, Officer Tyler Hecht was selected as the preferred candidate to fill the (1) open K9 Handler position. Officer Hecht, started as our police departments K9 Handler in early December of 2022. K9 Ranger, a Red Sable Shepard cross Malinois was obtained through Performance Kennels (Steve Pearson) and was brought to us from Slovakia. K9 Ranger just turned one years old on January 30, 2023. We are requesting both Officer Tyler Hecht and K9 Ranger to be administered the Oath of Office as they begin their new journey together as partners for the Big Lake Police Department.

Sergeant(s) Sam Norlin and Guy Chaffee were selected as the preferred candidates to fill the (2) open Patrol Sergeant positions. They started their roles as sergeants in December of 2022. Captain Sam Olson was selected as the preferred candidate to fill the (1) open Captain position in November of 2022. Captain Olson started his duties as a Captain in December of 2022. I'm requesting each to be administered the Oath of Office as they begin their duties as Command Staff for the Big Lake Police Department.

**FINANCIAL IMPACT**

N/A

**STAFF RECOMMENDATION**

N/A

**ATTACHMENTS**

N/A



# AGENDA ITEM

Big Lake City Council

<b>Prepared By:</b> Gina Wolbeck, City Clerk	<b>Meeting Date:</b> 2/8/2022	<input checked="" type="checkbox"/> <b>Regular Agenda Item</b> <input type="checkbox"/> <b>Consent Agenda Item</b>	<b>Item No.</b> <b>7B</b>
<b>Item Description:</b> Department Reports		<b>Reviewed By:</b> Hanna Klimmek, City Administrator	
		<b>Reviewed By:</b> N/A	

### **ACTION REQUESTED**

No Action Required.

### **BACKGROUND/DISCUSSION**

Council has requested to receive verbal updates from department leads on an every-other month basis. Due to the number of departments operating the City’s business, verbal updates will be given by each department lead every-other month at either the first or second meeting of the month.

The schedule for Department Reports will be as follows:

**First Meeting of the Month in: FEBRUARY, APRIL, JUNE, AUGUST, OCTOBER, AND DECEMBER**

- **Fire Department**
- **Police Department**

**Second Meeting of the Month in: FEBRUARY, APRIL, JUNE, AUGUST, OCTOBER, AND DECEMBER**

- Finance Department
- Liquor Store
- Community Development

**First Meeting of the Month in: JANUARY, MARCH, MAY, JULY, SEPTEMBER, AND NOVEMBER**

- Engineering Department
- Student Liaison

**Second Meeting of the Month in: JANUARY, MARCH, MAY, JULY, SEPTEMBER, AND NOVEMBER**

- Streets/Parks/Fleet Department
- Water/Wastewater Department

### **FINANCIAL IMPACT**

N/A

### **STAFF RECOMMENDATION**

N/A

### **ATTACHMENTS**

N/A





# AGENDA ITEM

Big Lake City Council

<b>Prepared By:</b> Gina Wolbeck, City Clerk	<b>Meeting Date:</b> 2/8/2023	<input checked="" type="checkbox"/> <b>Regular Agenda Item</b> <input type="checkbox"/> <b>Consent Agenda Item</b>	<b>Item No.</b> <b>9</b>
<b>Item Description:</b> Council Reports		<b>Reviewed By:</b> Hanna Klimmek, City Administrator	
		<b>Reviewed By:</b> N/A	

### **ACTION REQUESTED**

No Action Required.

### **BACKGROUND/DISCUSSION**

Item 9 on the Council Meeting Agenda allows an opportunity for the Mayor and Council Members to provide an update on committee meetings they have attended, as well as ask questions and or comment on whatever topic(s) they wish to. Listed below are known committee meetings that were scheduled since the last Council Meeting:

Mayor Knier

Council Member Halverson

Council Member Hanson

Council Member Noding

- Big Lake Community Education Advisory Meeting

Council Member Seefeld

- Planning Commission Meeting

### **FINANCIAL IMPACT**

N/A

### **STAFF RECOMMENDATION**

N/A

### **ATTACHMENTS**

N/A



## INFORMATIONAL ONLY

Big Lake City Council

<b><i>DRAFT CITY COMMISSION MINUTES</i></b>	<b>FYI</b>
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### **BACKGROUND**

City Commissions meet regularly to review various projects underway in the City. In an effort to better inform members of the City Council, Staff is providing copies of minutes from meetings of the Big Lake Planning Commission, Big Lake Economic Development Authority (BLEDA), and the Big Lake Parks Advisory Committee.

Commission minutes will be provided in DRAFT form if they have not yet been approved by their specific Board. If minutes have been approved, the finalized version will be provided to Council.

The following minutes are being provided as informational only and do not require any action from the City Council:

- **January 4, 2023 Planning Commission Minutes – draft minutes attached**
- **January 9, 2023 BLEDA Meeting – draft minutes attached**
- **January 23, 2023 Parks Advisory Committee – meeting was cancelled**
- **February 1, 2023 Planning Commission Minutes – minutes not yet completed**

**BIG LAKE PLANNING COMMISSION  
REGULAR MEETING MINUTES  
JANUARY 4<sup>TH</sup>, 2023**

**1. CALL TO ORDER**

Vice-Chair called the meeting to order at 6:00 p.m.

**2. PLEDGE OF ALLEGIENCE**

The Pledge of Allegiance was recited.

**3. ROLL CALL**

Commissioners present: Ketti Green, Alan Heidemann, Lisa Odens, Dustin Wiebold, Tony Velishek, Randy Miller and Paul Seefeld. Also present: City Planner Lucinda Spanier, Planning Technician Will Bucheger, and Consultant Planner Kendra Lindahl.

**3A. OATH OF OFFICE: APPOINTED PLANNING COMMISSIONERS LISA ODENS AND RANDY MILLER**

Vice-Chair Heidemann presented Planning Commissioners Odens and Miller with their oath of office.

**4. ADOPT AGENDA**

Commissioner Green moved to adopt the agenda, adding Planners Report and Commissioners Report. Seconded by Commissioner Velishek, unanimous ayes, agenda adopted.

**5. OPEN FORUM**

Vice-Chair Heidemann opened the Open Forum at 6:02 p.m. No one came forward for comment. Heidemann closed the Open Forum at 6:02 p.m.

**6. APPROVE MEETING MINUTES**

**6A. APPROVE REGULAR PLANNING COMMISSION MEETING MINUTES OF DECEMBER 7<sup>TH</sup>, 2022**

Commissioner Green motioned to approve the December 7<sup>th</sup>, 2022 Regular Planning Commission Meeting Minutes. Seconded by Commissioner Wiebold, unanimous ayes, Minutes approved.

**7. BUSINESS**

**7A. CONDITIONAL USE PERMIT REQUEST TO EXCEED MAXIMUM IMPERVIOUS SURFACING AT 4330 STERLING DRIVE.**

Planning Technician Bucheger presented the conditional use permit application for 4330 Sterling Drive. Bucheger reviewed the conditions established by the zoning code and the City Engineer. Bucheger recommended approval of the application subject to the conditions identified.

Vice-Chair Heidemann opened the public hearing at 6:13 p.m. No one came forward for comment. Heidemann closed the public hearing at 6:13 p.m.

Commissioner Odens asked the applicant if there are any perceived issues complying with the conditions proposed by staff. Applicant and property owner, Terry Krueger, stated he does not perceive any issues with compliance of the conditions.

Commissioner Green asked Krueger whether he is aware of City regulations pertaining to construction of a detached accessory structure on his property. Krueger indicated that he is aware of the regulations now, however he was not when he began construction.

Commissioner Velishek motioned to approve the proposed conditional use permit with the conditions identified by staff. Seconded by Commissioner Odens, unanimous ayes, motion carried.

**7B. CONDITIONAL USE PERMIT REQUEST(S) FOR A FAST FOOD RESTAURANT AND MENU BOARD SIGNAGE FOR A DRIVE-THRU AT 711 ROSE DRIVE.**

City Planner Spanier presented the conditional use permit applications for 711 Rose Drive for a fast food restaurant and menu board signage. Spanier reviewed the conditions associated with the use as established by the zoning code and provided an analysis of the conditions, property and use. Spanier recommended approval of the applications subject to the conditions identified.

Commissioner Green asked whether the Planning Commission recommendation was limited to the applications for the proposed fast food restaurant and menu board signage. Spanier indicated that the associated drive-thru lane does not require a conditional use permit and instead is permitted administratively. The discussion of the conditional use permit for 711 Rose Drive at this Planning Commission meeting will only be focusing on those two CUP applications.

Vice-Chair Heidemann opened the public hearing at 6:34 p.m. No one came forward for comment. Heidemann closed the public hearing at 6:34 p.m.

Commissioner Miller asked if there are any perceived issues with the location of the drive thru lane atop the underground fuel storage tank for the adjacent gas station. Spanier indicated that would be taken under consideration during the review of the permit application for the drive-thru.

Commissioner Odens motioned to recommend approval of the conditional use permits subject to the conditions identified by staff. Seconded by Commissioner Green, unanimous ayes, motion carried.

**7C. REQUEST FOR A ZONING TEXT AMENDMENT TO PERMIT INDOOR VEHICLE SALES IN THE INNOVATION INDUSTRIAL (I-4) DISTRICT. CONCEPT PLAN REVIEW FOR PID # 65-607-0105.**

City Planner Spanier asked the Planning Commission to hold a public hearing prior to recommending approval or denial of the request to amend the zoning ordinance to allow for the use of indoor vehicle sales in the I-4 Industrial District. Spanier stated that the Planning Commission should provide the applicant with feedback on their development concept.

Vice-Chair Heidemann opened the public hearing at 6:47 p.m.

Dan Minor, 701 Rose Drive, owner of Dan's of Big Lake, is the applicant's son. Minor indicated his dad is essentially looking to build a garage to store and work on his classic cars. Minor indicated the sale of the vehicles would take place online and through collector car actions. Minor stated that any vehicle repairs conducted would be minor.

Heidemann closed the public hearing at 6:48 p.m.

Commissioner Green commented that the proposal is compatible with the district.

Vice-Chair Heidemann mentioned that the property is in close proximity to the Big Lake Luxury Car Condos.

Planner Spanier commented on the sketch plan and indicated that the reasoning there is a large open space of land in the top portion of the aerial is because the applicant has expressed interest in subdividing the property in the future.

Commissioner Green motioned to recommend the approval for the request to allow indoor vehicle sales in the I-4 zoning district as recommended by staff. Seconded by Commissioner Velishek, unanimous ayes, motion carried.

## **7D. LAKE STREET CONCEPT PLAN REVIEW (PID 65-406-0165 and 65-406-0160)**

Consultant Planner Lindahl asked the Planning Commission to review a concept plan for a high-density residential development on two parcels on the corner of Lake Street and Ormsbee Street, submitted by Pat Briggs.

Commissioner Wiebold stated that he views the proposal to be too significant of a departure from the city's land use regulations.

Adding to Wiebold's sentiment, Commissioner Odens stated that that the proposal would not be compatible with adjacent sing-family houses. Odens described that a 65% impervious surface coverage far exceeds the local and state regulations for properties within the DNR's Shoreland Management District.

Commissioner Green added that locating a high-density residential building in this location would require significant buffering from adjacent single-family homes, which does not appear to be possible given the size of the parcel and the building. Green asked the applicant to identify the public benefit of the PUD. Briggs stated that there would be no public exchange for the development.

Briggs asked about staff and the Planning Commission's concerns about impervious surfacing. Heidemann explained that the overage proposed far exceeds the maximum amount permitted and he cannot imagine that would be allowed by the DNR. Heidemann encouraged Briggs to build the project in the Transit Oriented Development (TOD) district. Pat Briggs explained that all stormwater would be contained on-site, underneath the building with an underground infiltration system.

Commissioner Velishek stated that it is the job of a Planning Commissioner to go through applications to make sure all boxes are checked for zoning requirements. Velishek expressed his concern with advancing the project as proposed given the number of unchecked boxes.

Briggs explained he would request PUD zoning. He believes 1.7 parking stalls per unit to be adequate based on the unit mix he intends to provide. He expects between twenty to thirty percent of inhabitants will not own a vehicle, noting that fifteen percent of tenants in his building located north of Town Square and Coborn's do not own vehicles. The building proposed would be geared toward seniors. Briggs confirmed that the non-residential component is just a leasing office, not commercial space.

Odens urged the applicant to revise the proposal to better align with the City's land use regulations and also more compatible with surrounding properties. If those were accomplished, Odens stated that she could support an amendment to the comp plan and zoning designation. Briggs responded stating that that project would require TIF and would be a three-story building with underground parking.

Wiebold reiterated that the lot size is not large enough to support the density proposed and does not support the proposal.

## **7E. ORDINANCE UPDATE – ZONING ORDINANCE – DEFINITIONS, OVERLAY DISTRICTS AND PERFORMANCE STANDARDS**

Consultant Planner Lindahl presented the major revisions recommended by the Code Revision Task Force and asked the Planning Commission to review draft zoning ordinance sections 1001 (Definitions), 1004 (Overlay Districts) and 1006 (Performance Standards).

Commissioner Green asked whether a 7-foot fence requires a building permit. Lindahl replied 7-foot fences do not require building permits but rather zoning permits.

Commissioner Odens stated that the parking revisions feature a reduction in the number of stalls required to be provided in a given project. Odens stated that under the revised regulations, Style Catering and Event Center, for example, would be required to provide twenty five percent fewer parking stalls than current code. Odens expressed that she feels that this is a step in the right direction. She then described that during the task force meeting she held the mindset that the city should not have any parking regulations for business.

Green asked Odens if she went through the entire task force meeting with that mindset.

Odens stated that's correct. Odens further stated that she is gung-ho on less parking in general since it takes up more space. Odens stated that she has a problem with business owners still having to provide the required amount of parking. Odens suggested converting underutilized parking stalls into businesses/buildings. Odens explained that she would like to see parking requirements for zoning districts and not specific uses.

Lindahl stated that if a site has been used for 20 years and does not need the full parking lot then they may come in on their own accord and present the city with data alongside their plans for the property.

Odens asked the Planning Commission for their thoughts on allowing businesses to utilize on-street parking. Green asked for an example. Odens stated that the on-street parking was factored in, then businesses wouldn't need to provide as much off-street parking.

City Planner Spanier noted that many communities with existing downtowns do not have adequate off-street parking unless they have been incorporated in more recent times. For this reason, folks rely heavily on on-street parking, which can be quite problematic.

Lindahl added that in a suburban type community like Big Lake, so much of commercial

uses share streets with residential homes and it would be poor planning to have over flow parking going into residential neighborhoods.

Odens touched on the proof of parking concept, noting that it should include an objective which triggers the need to provide the additional parking stalls, thereby removing politics from the equation. Spanier indicated that the proposed code requires an IUP for proof of parking. IUP's include conditions that require adherence in order for them to be valid. Spanier explained that the Planning Commission and City Council determine these conditions and could thus determine the threshold of when said parking would require construction. Lindahl added that as a condition the city would require a restrictive covenant filed against the property that says if in the sole opinion of the city the property is not in compliance with the proof of parking agreement/conditions parking shall be provided.

Green stated that Willy's on the Water is experiencing an influx of customers and there is not enough parking to accommodate all of them. Green asked if there is anything the city could do in this situation. Spanier stated that the property is lawful nonconforming and since they did not expand the building additional parking was not required.

Odens asked staff whether parking regulations could simply reference a document such as standards established by the American Planning Association (APA) that suggest a range of parking stalls by use. Lindahl stated that a range allows for different standards to be applied to the same use, which is not consistent or treating folks equally. The revised standards help keep property owners equal and that there should be no change in how the city treats residents.

#### **7F. SELECTION OF 2023 PLANNING COMMISSION CHAIR, VICE-CHAIR, AND PARKS ADVISORY COMMITTEE (PAC) LIAISON POSITIONS**

Planner Spanier requested a motion to recommend appointments of Planning Commission Chair, Vice-Chair, and Parks Advisory Committee Liaison positions for 2023.

Commissioner Odens motioned to recommend the appointment of Commissioner Green to Planning Commission Chair. Seconded by Commissioner Heidemann, unanimous ayes, motion carried.

Commissioner Velishek motioned to recommend the appointment of Commissioner Heidemann as Planning Commission Vice-Chair. Seconded by Commissioner Green, unanimous ayes, motion carried.

Commissioner Odens motioned to recommend the appointment of Commissioner Green as Planning Commission Park Advisory Liaison. Seconded by Commissioner Wiebold, unanimous ayes, motion carried.



## **7G. COMMUNITY DEVELOPMENT DEPARTMENT UPDATE**

City Planner Spanier discussed the current planning and zoning affairs. She added a few items to the Community Development report including current status of the Code Revision Project, correcting the date the draft zoning ordinance is scheduled for City Council review is January 25th. She mentioned that Community Development staff are organizing an upcoming Planning Commissioner training.

## **8. PLANNER'S REPORT**

Commissioner Green inquired upon the progress of the Prairie Rose project. Spanier noted she and Consultant Planner Lindahl recently spoke with the developer and they are wrapping up with preliminary plans and readying for their final submittals.

Green then asked the status of a complaint involving 401 Jefferson Blvd. Spanier stated that it is an ongoing code enforcement case.

## **9. COMMISSIONERS' REPORTS**

Commissioner Odens asked what time of year the Commission will review the strategic plan. Spanier stated that when the strategic plan was initially developed, the idea was to loosely aim for quarterly review. Spanier suggested reviewing the plan upon completion of the Code Revision Project since it makes up the bulk of the plan.

## **10. OTHER**

## **11. ADJOURN**

Commissioner Green motioned to adjourn at 8:17 p.m. Seconded by Commissioner Odens, unanimous ayes, motion carried.

**BIG LAKE ECONOMIC DEVELOPMENT AUTHORITY  
MEETING MINUTES**

**MONDAY, JANUARY 9, 2023**

**1. CALL TO ORDER**

President Alan Heidemann called the meeting to order at 6:00 p.m.

**2. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

**3. ROLL CALL**

Commissioners present: Donna Clarksean, Jim Dickinson, Ken Geroux, Alan Heidemann, Paul Knier, Cindy Lemm, and Kim Noding.

Also present: BLEDA Executive Director Therese Haffner, BLEDA Assistant Treasurer Deb Wegeleben, and BLEDA Secretary Corrie Scott.

**4. ADOPT AGENDA**

Commissioner Noding motioned to approve the agenda as presented. Seconded by Commissioner Knier, unanimous ayes, motion carried.

**5. APPROVE BLEDA MEETING MINUTES OF DECEMBER 12, 2022**

Commissioner Geroux motioned to approve the December 12, 2022 BLEDA minutes. Seconded by Commissioner Lemm, unanimous ayes, motion carried.

**6. BLEDA BUSINESS ITEMS**

**6A. APPOINTMENTS FOR 2023 BLEDA OFFICER POSITIONS**

Haffner reviewed that the following BLEDA Members currently hold the positions of President, Vice President, Treasurer, and Assistant Treasurer:

President:	Alan Heidemann
Vice President:	Ken Geroux
Treasurer:	Donna Clarksean
Secretary:	Corrie Scott
Assistant Treasurer:	Deb Wegeleben

Haffner asked the BLEDA Members to consider volunteering to serve as BLEDA President, Vice President, and Treasurer for 2023 or nominating another Member to serve in one of the positions.

Commissioner Dickinson motioned to recommend appointments of Heidemann as President, Geroux as Vice President, Clarksean as Treasurer, Scott as Secretary, and Wegeleben as Assistant Treasurer for the 2023 BLEDA positions. Seconded by Commissioner Knier, unanimous ayes, motion carried.

#### **6B. REDEVELOPMENT TIF DISTRICT - 421 FOLEY AVE.**

Haffner reviewed that a Phase I and Phase II Environmental Site Assessment has been completed on 421 Foley Ave and she asked the Commission to review the findings and consider approving Resolution 2023-01 making certain findings with respect to substandard buildings.

Noding asked about the three-year period. Wegeleben stated that the TIF district must be established within three years. Noding asked if any of the buildings need to be demolished as soon as possible. Wegeleben stated that the three-year period begins once the first building is demolished. Lemm asked if the City is liable if someone is hurt on the property. Dickinson stated that there is insurance coverage currently, but that the buildings should be demolished as soon as possible.

Commissioner Geroux motioned to approve Resolution 2023-01 making certain findings with respect to substandard buildings. Seconded by Commissioner Knier, unanimous ayes, motion carried.

#### **6C. SITE SELECTION MAGAZINE AD**

Haffner reviewed an opportunity to advertise in Site Selection Magazine and asked the Commission to consider approving 1/2- page ad in the March edition for \$3,750.

Heidemann asked about the return on investment from prior ads. Wegeleben stated that there were people who viewed the previous ad and reached out to the City. Knier asked staff if they would recommend running the advertisement. Haffner and Dickinson stated that they would recommend the advertisement. Geroux asked if it is necessary for formal approval for advertisements going forward if there is funding currently budgeted for marketing. Wegeleben stated that this is the first time this specific advertisement has been paid for with BLEDA funding and that unless an advertisement is without precedence, it will not require formal approval.

Commissioner Geroux motioned to approve a 1/2- page ad for \$3,750 in Site Selection Magazine. Seconded by Commissioner Lemm, unanimous ayes, motion carried.

#### **6D. INTERIM PERFORMANCE STANDARDS ORDINANCE**

Haffner reviewed a request to detach property from the City limits owned by Chad Master of MTL Companies due to city utilities being a significant distance and asked the Commission to discuss and provide direction on an interim performance standards ordinance related to city utilities by allowing a private septic and well until city services were available. Haffner described the Big Lake Rail Industrial Park area that never came to fruition. Haffner shared the City of Andover's ordinance.

Geroux and Dickinson stated that it made sense to proceed with the interim performance standards and allow private septic and well. Knier agreed, but he asked if there could be any consequences. Haffner stated that there would likely be pressure to allow more private well and septic. Dickinson discussed how the City of Andover limits to certain areas. Consensus was to move forward with the Interim Performance Standards to allow private well and septic limited to the area discussed.

#### **6E. STRATEGIC PLAN – 4<sup>TH</sup> QUARTER REPORT (OCTOBER 1, 2022 – DECEMBER 31, 2022)**

Haffner reviewed a 4th quarter Strategic Plan report for the timeframe of October 1, 2022 – December 31, 2022 and asked the Commission to discuss and recommend revisions as needed.

Geroux recommended that the Strategic Plan Committee gather to review the Strategic Plan and recommend revisions. Knier asked who sits on the Strategic Plan Committee. Dickinson stated that Geroux and himself served on the Committee, but he would welcome other members participate if interested. Geroux agreed that he would step aside if other members would like to serve. Heidemann and Lemm volunteered to serve on the committee.

#### **6F. BLEDA BUDGET AND LIST OF CLAIMS**

Commissioner Dickinson motioned to accept the budget report and approve the BLEDA List of Claims for December 2022 as presented. Seconded by Commissioner Knier, unanimous ayes, motion carried.

#### **6G. COMMUNITY DEVELOPMENT DEPARTMENT UPDATE**

Haffner discussed the status of various projects within Community Development. This update included Housing, Commercial and Industrial, BLEDA, Planning and Zoning, Building, and Recreation and Communication.

Geroux asked if there are requirements through the state for CUPs or IUPs being posted to the public. Heidemann stated that it is not required, but that residents were

wanting to have some kind of notice and posting signs is an inexpensive way to notify the public.

Haffner shared the upcoming Business, Retention, & Expansion (BR & E) Visits scheduled.

**7. OTHER**

Commissioner Dickinson motioned to recess the regular session at 6:28 p.m. to go to Closed Session for Item 8A – Consider Purchase of Property (Parcel #65-477-0115). Seconded by Commissioner Knier, unanimous ayes, motion carried.

**8. CLOSED SESSION - CONSIDER PURCHASE OF PROPERTY PARCEL # 65-477-0115 [ALLOWED PER M.S. 13D.05, SUBD. 3C3]**

Commissioner Heidemann motioned to open the Closed Session at 6:28 p.m. Seconded by Commissioner Clarksean, unanimous ayes, motion carried.

Commissioners present: Donna Clarksean, Jim Dickinson, Ken Geroux, Alan Heidemann, Paul Knier, Cindy Lemm, and Kim Noding. Also present: BLEDA Executive Director Therese Haffner, BLEDA Assistant Treasurer Deb Wegeleben, and BLEDA Secretary Corrie Scott.

The BLEDA discussed/considered the offer for sale of property identified as parcel #65-477-0115, allowed per M.S. 13D.05, subd. 3c3. The BLEDA provided direction to staff on this offer for purchase of property (parcels #65-477-0115). No action was taken by the BLEDA during the Closed Session.

Commissioner Dickinson motioned to close the Closed Session and reconvene the regular meeting at 6:50 p.m. Seconded by Commissioner Knier, unanimous ayes, motion carried.

Commissioner Knier motioned to authorize acquisition of parcel #65-477-0115 within the amount disclosed in the Closed Session. Seconded by Commissioner Noding, unanimous ayes, motion carried.

**9. ADJOURN**

Commissioner Knier motioned to adjourn the meeting at 6:51 p.m. Seconded by Commissioner Noding, unanimous ayes, meeting adjourned.