



**Agenda**  
**City Council Meeting**  
**Monday, January 8, 2024, 6:00 PM**  
**City Council Chambers | 2780 Kelley Parkway, Orono, MN 55356**  
952-249-4600 / <https://www.oronomn.gov/>

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The public is invited to address the council regarding any item on the regular agenda. If your topic is not on the agenda, you may speak during the Public Comments section.

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**Roll Call**

**Pledge of Allegiance**

**Approval of Agenda**

**Consent Agenda**

1. City Council Minutes of December 11, 2023
2. Annual Appointments - Resolution 7444
3. Claims/Bills
4. Approval of Licenses
5. Approval to Accept Donation - Katherine Arbogast
6. #LA23-000045, Ellette Anderson & James and Melissa Easley, Vacation of ROW between 1250 and 1260 Spruce Place - Resolution No. 7445 / Encroachment Agreements
7. Truck Replacement with Related Components
8. Lurton Park Parking Lot Expansion Design (24-026)
9. 2024 Sanitary Sewer Rehabilitation (CIPP) Design (24-014)
10. Tonkawa Forcemain Change Order #3 (22-021)
11. ArcGIS Online Upgrade Proposal (24-036)

**Presentations**

12. Presentation by Bolton and Menk, Consulting Engineers

**Public Works Report**

**Public Safety Report**

13. Authorization to Hire Paid-On-Call Firefighter
14. Authorization to Hire Part-Time Firefighters

**Council Committee Reports**

15. Council Committee Reports - HR/Org Committee

**Public Comments - (Limit 3 Minutes per Person)**

This is an opportunity for the public to address the City Council. The council will not engage in discussion or take action on items presented at this time. However, the council may refer issues to staff for follow up or consideration at a future meeting. Speakers should state their name and home address at the podium before speaking.

**Mayor/Council Report**

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## Adjournment

### Upcoming Events

#### **2024**

- 01/10 Coffee with the Mayor
- 01/15 Closed - Official Holiday
- 01/16 Planning Commission Meeting 6pm
- 01/19 Early Voting Opens
- 01/22 City Council Work Session 5pm
- 01/22 City Council Meeting 6pm

**AGENDA ITEM**



**Item No.:** 1

**Date:** January 8, 2024

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**Title:** City Council Minutes of December 11, 2023

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**Presenter:** Christine Lusian  
City Clerk

**Section:** Consent Agenda

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1. **Purpose:**  
Approve the City Council Minutes of December 11, 2023
2. **Staff Recommendation:**  
Adopt the Minutes

**COUNCIL ACTION REQUESTED**

Approve the City Council Work Session and Regular Meeting Minutes of December 11, 2023

**Exhibits**

A. 12-11-2023 CC Minutes

B. 12-11-2023 CC Minutes - Work Session

**MINUTES OF THE  
ORONO CITY COUNCIL MEETING  
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6:00 o'clock p.m.**

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**ROLL CALL**

The Orono City Council met on the above-mentioned date with the following members present: Mayor Dennis Walsh, City Council Members Matt Johnson, Alisa Benson, Richard Crosby III, and Maria Veach. Representing Staff were City Attorney Soren Mattick, City Administrator/Engineer Adam Edwards, Finance Director Ron Olson, Fire Chief James Van Eyll and City Planner Melanie Curtis.

Mayor Walsh called the meeting to order at 6:00 p.m., followed by the Pledge of Allegiance.

**APPROVAL OF AGENDA**

**CONSENT AGENDA**

1. CITY COUNCIL MEETING MINUTES OF NOVEMBER 27, 2023
2. COUNCIL WORK SESSION MINUTES OF NOVEMBER 27, 2023
3. CITY COUNCIL CLOSED SESSION MINUTES DECEMBER 4, 2023
4. CLAIMS/BILLS
5. APPROVE NEXT WORK SESSION DRAFT AGENDA
6. APPROVAL OF RENTAL LICENSES
7. RETIREMENT OF POLICE K-9 "XERXES"
8. APPOINT ELECTION JUDGES AND ESTABLISH ABSENTEE BALLOT BOARD – RESOLUTION 7434
9. AUTHORIZATION TO ACCEPT RESIGNATION OF BARRY SULLIVAN
10. APPROVAL TO HIRE CUSTODIAN
11. APPOINTMENT OF FINANCE DIRECTOR – MAGGIE JIN
12. APPOINTMENT OF INTERIM FINANCE DIRECTOR
13. AMEND CITY CODE – GOVERNMENT OPERATIONS - ORDINANCE 286
14. AMEND CITY CODE – FIRE PREVENTION AND SAFETY STANDARDS – ORDINANCE 287
15. LA23-000060, BRIAN BENSON, 3600 CASCO AVE, VARIANCE - RESOLUTION 7432
16. PERSONNEL POLICY UPDATES
17. EMPLOYEE PAY SCALE ADJUSTMENTS – RESOLUTION 7443
18. LA23-000061, AMY EAKMAN WITH OUTDOOR EXCAPES O/B/O JEREME AND STEPHANIE TOM, 2601 CASCO POINT ROAD VARIANCE – RESOLUTION NO. 7433

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**Crosby moved, Johnson seconded, to approve the Agenda and the Consent Agenda as submitted.  
VOTE: Ayes 5, Nays 0.**

**COMMUNITY DEVELOPMENT REPORT**

**19. LA23-000045, ELLETTE ANDERSON, VACATION OF ROW BETWEEN 1250 AND 1260 SPRUCE PLACE**

City Planner Curtis gave a presentation on the item, stating the applicant is requesting to vacate the unimproved right-of-way situated between 1250 Spruce Place (owned by James and Melissa Easley) and 1260 Spruce Place (owned by Ms. Anderson, the applicant). There are no City utilities within the right-of-way; however, there are riprap spillways facilitating overland drainage from Spruce Place, retaining walls and approximately 900 square feet of the Easley's driveway. The Planning Commission recommended approving the vacation on condition of maintaining a drainage easement over the strip. Positive public comments were received. The City Engineer does not recommend vacating the right of way as the site serves as a drainage way for the area and it has also been identified as a possible future public accessway to the lake. The access has a public purpose because of the drainage way, Curtis said. There are identified lake access points in this area including Sandy Beach located to the south, which is established as a swimming beach, and the City's fishing dock off of Loma Linda Avenue to the north. Both access points are less than 500 feet from this location. Curtis explained the challenge with vacating rights-of-way is that vacation is final. Should the public or the City have access or utility needs in the future, the cost to taxpayers to reacquire the property will be at a premium, she said, so vacation reduces options for the City in the future. Staff recommends denial of the request to vacate the right-of-way at this time as there is currently a public benefit for drainage purposes and the future purpose of the land is undetermined.

Ellette Anderson said her family has maintained this property for more than 50 years including managing the drainage in the easement and into their basement. Her mother had a letter from the City in 1979 stating that this property had no use for a public purpose. Also, there are three lake accesses within 500 feet. The one three houses down from her home is heavily used, she said. The vacation would allow the Easleys to pave their driveway and have a safer access. They have the only unpaved driveway in the neighborhood. When her family bought the home the easement was a muddy mess full of garbage and the residents cleaned it up and took care of it. She said they are happy for the City to have an easement there to take care of drainage.

Mayor Walsh stated it is the habit of the DNR to say no but the City has been trying to clean these up and do what makes common sense. He noted the strip no longer serves as a fire lane and said he would be in favor of granting the vacation and maintaining a drainage easement.

Benson asked about the issue of erosion and gravel from the driveway going toward the lake.

Easley said they had not approached the City about that problem previously. He does not see how people can get down to the water there.

Edwards said even if this strip was vacated, because of the drainage easement, there would still need to be encroachment agreements for the driveway and any retaining walls.

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Jay Nygard, 1386 Rest Point Road, said he had put in for a minor property adjustment years ago where he owned the property on both sides. The City spent all kinds of time working on his vacation request, he said, and then denied it while the Council is considering giving City land to these property owners.

Easley said they had not made any changes to the driveway since they have lived there. The driveway existed that way when they brought their property.

Johnson said if this property was identified as even being on the fringe of being a public use there would need to be an agreement in relation to that. If the City's land is causing a problem for the landowner the City should be maintaining it so as to not cause a problem for the neighboring property owners. He said he was not in favor of granting the vacation but could be in favor of the property owner to the north getting an easement, although he sees no need for that large a driveway. He said he agreed the criteria for a vacation had been met but thought the same solution could be reached with an encroachment agreement.

Benson said the bar for vacation of public land in the City is high by design. It is important to recognize that public land is a precious resource that requires oversight because when the Council decides to vacate land it will not be returned to the public, she said. Looking at history, the City had 41 lake accesses three years ago and today it is 39. She asked if this request aligns with 2040 comprehensive plan which states that the City will retain lake access for residents. The intention is to retain this public land, she said. Whether anyone is actually using the access has no bearing. She also pointed out the City staff and the DNR had recommended denial. With respect to the driveway, she said it could be solved without a vacation. She noted State law says that vacation must have a public purpose. This may benefit the neighboring properties, but she said she is struggling to see how it will benefit the community at large. She said she is not supportive of the idea of vacating public land to resolve an issue that is a real one for sure, but could perhaps be resolved in a different way. It sounds like there is history with working with situations where a driveway placement or drainage may be impacting people negatively, she added.

Veach noted that there is an access three houses down. She said she listened to the Planning Commission discussion and said it seemed the vacation with a drainage and encroachment easements would be beneficial to the neighborhood.

Walsh said he believes the request does meet the necessary qualifications.

Crosby said the easement is not being used by the City and never will be, and there is a nearby better access. He would be comfortable with following the recommendation of the Planning Commission.

Edwards explained the strip is currently a right-of-way and changing to a drainage easement would reduce the benefit to the City.

**Walsh moved, Veach seconded, to direct staff to bring a resolution for the vacation of the easement with a drainage easement and an encroachment agreement for the items within the easement for LA23-000045, between 1250 and 1260 Spruce Place. VOTE: Ayes 3, Nays 2 (Benson and Johnson).**

## **FINANCE DIRECTOR REPORT**

### **20. ADOPT 2024 LONG LAKE FIRE DEPARTMENT OPERATING BUDGET**

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City Administrator Edwards said the budget was provided to the Council in September and tabled. The budget that evening is an adjusted budget. The end number remains the same. The distribution has changed. Long Lake acknowledged the reduction of the Navarre area which reduced Orono's allocation. He said there would be two actions so that Veach could recuse herself on the second as she is married to a firefighter. He said the duty crew program would be new and will need to be refined. The reduction of the Navarre Service area as of July 1, 2024 created a new allocation formula. The budget also increases the hourly wage of the fire fighters from \$13 to \$15.65 per hour.

Johnson said he supports the allocation and pay increase. In regard to duty crews, the planning document which is dated July says there would be an update in the next three weeks to the duty crew model.

Fire Chief Van Eyll said the Long Lake model differs in that Long Lake plans to have a rotation of fire fighters who have volunteered to be part of duty crews on duty. Orono's plan will be to hire fire fighters for the day shift, part time at first and eventually full time. They acknowledged the long-standing problem and are seeing improvements, he said, although he does not think they have achieved a two-minute response time yet.

Johnson said the Long Lake model uses the same fire fighters that they already have and are finding that it is difficult to staff.

Walsh said the Orono model is based on Minnetonka and Plymouth as they found problems with the volunteer model because they were then short for on-call response.

Edwards said it would be unrealistic to expect the Long Lake model to meet all their goals in three months.

Johnson said Long Lake had not responded to questions and won't use any of Orono's resources during this period. He said he is not in support of the duty crews based on where they are today.

Edwards said Long Lake has been providing updates to the fire advisory board since the July document. They are getting a better response at Station One than Station Two.

Walsh said this needs to move forward and he is confident the Orono and Long Lake staffs can continue to work together to resolve questions.

**Walsh moved, Benson seconded, to approve the Long Lake Fire operating budget for 2024 less the pay increases and duty crews. VOTE: Ayes 5, Nays 0.**

**Walsh moved, Crosby seconded, to approve the Long Lake Fire 2024 pay increases and duty crews. VOTE: Ayes 3, Nays 1 (Johnson), Abstentions 1 (Veach).**

**21. FINAL LEVY 2023 COLLECTIBLE IN 2024 - RESOLUTION 7436**

Finance Director Olson said this is approval of the final levy for taxes collectible in 2024. He said he wanted to respond to a comment made at the Truth in Taxation meeting that to not pay down the City's debt is fiscally irresponsible. He said the City is paying the full amount legally required on debt service. The tax levy will go up 12.6 percent and will cover the Orono Fire department, operating budget and general fund and fully covers debt service. The tax rate will go down slightly.

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Benson said she wanted to reiterate that the 12.6 percent increase would be a four percent increase if not for the Orono Fire Department so she does not support the resolution.

**Walsh moved, Crosby seconded, to adopt Resolution 7436 for the 2023 payable 2024 tax levy. VOTE: Ayes 4, Nays 1 (Benson).**

**22. SPECIAL REVENUE FUNDS BUDGETS 2024 - RESOLUTION 7438**

Olson said budgets for some funds with restricted uses need to be adopted, for example the Parks, TIF (Tax Increment Financing) and drug and felony enforcement funds.

**Walsh moved, Veach seconded, to adopt Resolution 7438 Special Revenue Funds Budgets. VOTE: Ayes 5, Nays 0.**

**23. FEE SCHEDULE UPDATES - ORDINANCE 288**

Olson said the document had a number of minor housekeeping changes plus the new utility rates adopted at the last Council meeting.

**Walsh moved, Crosby seconded, to adopt Ordinance 288 of the third series amending Title One, Chapter Two of the City Code relating to the Fee Schedule and to approve a summary publication of Ordinance 288. VOTE: Ayes 5, Nays 0.**

**24. ADOPT 2024 CAPITAL IMPROVEMENT PLAN**

Olson said the Capital Improvement Plan is a planning document only. Approval does not approve individual expenditures. Actually going forward with any of these items would require Council approval. It covers every department in the City that has equipment or large projects.

Benson said she is not in favor of the Capital Improvement Plan because it includes the Orono Fire Department and Public Safety Funds that could be used for other items but are allocated to the Fire Department.

**Walsh moved, Crosby seconded, to adopt the 2024 Capital Improvement Plan. VOTE: Ayes 4, Nays 1 (Benson).**

**25. FINAL GENERAL FUND BUDGET 2024 - RESOLUTION 7437**

Olson said the general fund budget has not changed significantly since the adoption of the preliminary budget in September and the total amount is the same as adopted in September. The public and the Council had the opportunity to ask questions on the budget at the Truth in Taxation Hearing. Other than the Orono Fire Department, he said, there were no comments on the budget.

Benson said again she does not support the planned expenditure related to the Orono Fire Department because at \$772,000 it is a 342 percent increase over this year.

**Walsh moved, Johnson seconded, to adopt Resolution 7437 the Final General Fund Budget 2024. VOTE: Ayes 4, Nays 1 (Benson).**

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**26. ENTERPRISE FUNDS BUDGET 2024 - RESOLUTION 7439**

Olson said at the Truth in Taxation meeting a comment was made referring to the Enterprise Funds as slush funds and that bothers him as they work hard at setting rates. The funds do carry healthy fund balances, but some are weather dependent and vary in balance from year to year. He said many of these enterprises like water and sewer have significant and expensive infrastructure.

Crosby pointed out the area is more rural so there are longer pipes with fewer households connected. When the pipes need to be replaced it will be important that the City has funds for that as an assessment would devastate some people.

**Walsh moved, Crosby seconded, to adopt Resolution 7439 the Enterprise Fund Budget 2024.  
VOTE: Ayes 5, Nays 0.**

Olson said it has been a mostly enjoyable 26 years working with the City and they will be in good hands with the new finance director. He reported the City is over budget and over last year in Building Permit Revenue. Most of the big developments are nearing completion so he suspects the City is nearing the end of building permit revenue over budget.

**CITY ATTORNEY REPORT**

Attorney Mattick had nothing to report.

**CITY ADMINISTRATOR/ENGINEER REPORT**

**27. APPRECIATION FOR FINANCE DIRECTOR RON OLSON – RESOLUTION 7435**

Walsh read the resolution thanking Olson for his 26 years of service to the City of Orono, including as finance director since 2006.

**Johnson moved, Crosby seconded, to adopt Resolution 7435 of appreciation for Finance Director Ron Olson. VOTE: Ayes 5, Nays 0.**

**COUNCIL COMMITTEE REPORTS**

There were no Council committee meetings during the last month.

**PUBLIC COMMENTS**

Cheryl Kulseth, 725 Stonebay Drive, said six people came up during Truth in Taxation hearing and 11 came up during public comments. She said the Mayor likes to give quotes so she shared quotes from the Mayor from the last meeting concerning what he characterized as the same group of 12 people who don't like the City Council. She said she agrees that what the Mayor does speaks volumes and how he treats the people who come forward speaks volumes. She does not agree that other cities want to be like Orono right now. She added, it takes courage to come to speak at Orono City Council meetings knowing that what she says won't likely change anything. She said she would continue to voice her concerns and hope

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they will listen with an open mind. The Orono Fire Department was a catalyst for her to step up and pay attention. She said the behavior she sees lecturing citizens, knowingly defying court orders and disrespecting other Council members does not sit well with her. She said she wants to see debates before Council members take a vote but urged them to try to be respectful. She apologized for any disrespect she has shown and promised to do better. She said she would continue coming to Council meetings or watching them online when she is unable, and that she would vote in November.

Krista Berbig, Long Lake, said she wanted to bring up some of the awesome things Long Lake Fire Fighters are doing in both cities including the tree lighting and community events. She said as they wrap up and leave this evening, they should think about the fire fighters who will remain ready to serve the community throughout the holiday season perhaps taking calls while at Christmas parties, on Christmas Eve, or taking time with their families. The community will remain a priority for them and if called they will be torn away to serve. Remember that they have asked you not to split them up, she said. Remember Long Lake does want to work with you and wants to build with Orono a joint powers agreement which is a trend among communities where communities join together to create a board where each City is represented. She said Orono's share of the costs could go down from 85 percent to less than 50 percent if more communities joined the JPA. A proposal to work together to make a JPA remains on the table unanswered by Orono. She asked the Council to continue to negotiate in good faith.

Kelly Grady, Long Lake, said she has been accused of not living in Orono and asked why she cares. She said her family lived a great portion of their lives in Orono. Since her husband is a Long Lake fire fighter, decisions made by the Orono Council affect her more than they affect many Orono citizens. She said two years ago, that day her father died of sudden cardiac arrest, so she understands the need for effective and skilled first responders. She said for the last decade Orono has done everything it could to undermine the Long Lake Fire Department as a long-range play for control, and she cited flagrant violations of judge's orders. All this, she said, is being done with zero community input. She said playing with fire has a human cost. There is still a proposal for a shared services agreement with Long Lake on the table. Orono does not have to go it alone. Coming together to share resources and fiscal responsibility is the future of fire services nationwide, she said. The Council is making a deliberate choice to isolate themselves from surrounding communities. There will be mediation January 30, 2024 and she asked citizens to write to the Council and urge them to mediate in good faith with a goal that builds on the existing public service entity.

Brad Erickson, Corcoran, brought a bag of coal for the Mayor and said he had been informed of a rumor circulating at Orono High School involving the Mayor and a high school girl and said there is now a video up suggesting the Mayor of Orono is propositioning high school students. He said he had talked to the Police Chief and contended the Mayor has a drinking problem and should get treatment. He said he is about done but would be back next year.

Jay Nygard, 1386 Rest Point Road, said that Erickson may be a little wound up but he is on to something. He said he himself is a survivor of past sexual abuse by Orono school staff. He said he is not explicitly accusing Walsh of anything, but the allegations are out there and need to be addressed. He said the police have waffled and it is not the time to waffle in this community when it comes to that. It is time to stand up and investigate and find the truth.

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Kathleen Sweetman, 475 Deborah Drive, a retired pediatrician, said she had zero opinions about anyone in the room and the accusations that had been made that evening, but during her practice she saw many children who were assaulted, and pedophilia and rape are routinely dismissed as nothing. She also said her nephew was with Jacob Wetterling when he was kidnapped, raped, and murdered. It has to be taken seriously. She said she is not saying anything about anyone in that room but it is a real thing and the most common scenario is a family member or friend and it's not just the Orono community. It afflicts virtually every community and not just in the US, she said. It is a common problem and people turn away from it because it is ugly and you can't fix a problem you can't name.

**MAYOR/COUNCIL REPORT**

Walsh said what had been said about him that evening is absolutely a lie.

Johnson said they obviously hit an issue tonight that's touched a lot of people in the community and asked what they can do about it as public officials except perhaps raise awareness. But the accusations directed at the Mayor are tasteless, he said. The idea of any child being harmed hurts and I'm sorry for anyone who has had that experience. He said Erickson has been doing a good job bringing his information to the Council so this was disappointing. He said he was glad another piece of the fire department is behind them tonight. None of their concerns about the budget had anything to do with the performance of the fire fighters. It had to do with being fiscally responsible and making the right decision for the City.

Benson said it was very hard to listen to these statements tonight and coming from a helping profession in mental health she knows how hard these issues are to speak out about as adults, so she applauds those who are able and willing to speak out about it. She said it was hard to proceed with her planned remarks for that night's meeting, but she did speak with the City Administrator about the comments she planned to make tonight to make sure she was not speaking out of turn about the recent closed session. At the Council's closed session on December 4 a fellow City Council member raised a concern about the use of technology by Council members at the dais during City Council meetings, she said. This topic is not related to the legal strategy they were discussing so she wanted to bring this up to discuss going into the new year. The Council member expressed concern that other members of the Council may be texting or communicating with members of the public during the meeting. The issue was whether sending or receiving electronic communications during meetings was a possible violation of the Open Meeting Law. She said she shared those concerns and discussed the matter with the City Administrator and the League of Minnesota Cities. There are no formal policies that exist governing the use of cell phones at the dais and the attorney for the League recommended it be discussed at the Council level with the City Attorney. She proposed that it be addressed by the Council in the new year. She said a work session could be devoted to the topic of the Open Meeting Law and the use of electronics in meeting and what policies and procedures could be implemented going forward. She said she supports any measures that can be taken to comply with the Open Meeting Law at all times and if another Council member has concerns about the use of cell phones during meetings, the public may as well. This past year of service on the Orono City Council has been both challenging and tremendously gratifying, she said. She appreciates the opportunity to learn and grow in this role for which she has the utmost respect. She wished everyone a safe and happy holiday season.

Crosby wished everyone a Merry Christmas and Happy Holidays over the next few weeks. He said be good to one another and enjoy time with family.

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Veach said she wanted to acknowledge the pain in the room. She said accountability to oneself is the first step to facilitating change and sometimes you need to take time to let cooler heads prevail. She said she was proud of the budget being passed and that it was a step in the right direction. Accountability to oneself and trying to control what you can, does make a difference, she said. She wanted to acknowledge the pain and the hurt. She said she hoped the holiday season would provide a breather from all this and a time to reflect.

Walsh thanked Olson for his years of service. He talked about the success of the tree lighting, noting they served over 400 hot dogs. Coffee with the Mayor will be the coming Wednesday. He wished everyone a Merry Christmas and Happy Hannukah and a fabulous 2024. He finished with quotes from Bob Hope, Albert Einstein, and Abraham Lincoln.

**ADJOURNMENT**

**Walsh moved, Crosby seconded, to adjourn the meeting at 7:50 p.m. VOTE: Ayes 5, Nays 0.**

**ATTEST:**

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Christine Lusian, City Clerk

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Dennis Walsh, Mayor



**Orono City Council  
Work Session Minutes  
Monday, December 11, 2023  
Council Chambers  
5:00 p.m.**

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**PRESENT:** Mayor Dennis Walsh, Council Members Maria Veach, Alisa Benson, Richard Crosby, and Matt Johnson. Staff members present were City Administrator Adam Edwards, and Finance Director Ron Olson.

**1. Community Surveys**

City Administrator Edwards provided an overview on surveys as a tool for public participation and receiving feedback from the community. City council members participated in some discussion on the topic.

Meeting ended at 5:45 p.m.

**CITY OF ORONO:**

**ATTEST:**

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Dennis Walsh, Mayor

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Christine Lusian, City Clerk

**AGENDA ITEM**



**Item No.:** 2

**Date:** January 8, 2024

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**Title:** Annual Appointments - Resolution 7444

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**Presenter:** Adam Edwards

**Section:** Consent Agenda

City Administrator / Engineer

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1. **Purpose:**

Approve appointments for 2024

2. **Background:**

Local government entities have specific responsibilities at the beginning of a new year. At the first meeting of the year, city councils must designate the entity's official newspaper and elect an acting mayor to assume the mayor's duties in the mayor's absence or if the mayor becomes disabled.

The Office of the State Auditor also says that the first meeting of the year is also a good time to designate other duties, for example: designate or re-designate official depositories for the entity's funds, make appointments to boards, commissions and committees, approve bonds for officers and employees who need to be bonded, review any expense reimbursement limits and mileage rates, and obtain the annual broker certification forms.

3. **Staff Recommendation:**

Adopt resolution 7444 designating annual appointments for 2024.

**COUNCIL ACTION REQUESTED**

Adopt resolution 7444 designating annual appointments for 2024.

**Exhibits**

[A. 2024 Annual Appointments - Resolution 7444](#)



**CITY OF ORONO**  
RESOLUTION OF THE CITY COUNCIL

NO. 7444

**A RESOLUTION DESIGNATING SELECTED APPOINTMENTS**

**BE IT RESOLVED**, by the City Council of the City of Orono, Minnesota that the appointments and designations for the year 2024 are as follows:

<b>Duty</b>	<b>Authority or Reference</b>	<b>Appointee</b>
Acting Mayor	<i>Minn. Stat. 412.121</i>	Richard F. Crosby II
Association of Metropolitan Municipalities Legislative Contact	<a href="https://www.metrocitiesmn.org/about-us">https://www.metrocitiesmn.org/about-us</a>	Dennis Walsh
Association of Metropolitan Municipalities Representative	<a href="https://www.metrocitiesmn.org/about-us">https://www.metrocitiesmn.org/about-us</a>	Adam Edwards
Attorney- Civil	<i>Minn. Stat. 412.111</i> <i>Agreement for Legal Services dated January 1, 2019 inc. amendments</i>	Campbell Knutson Soren Mattick
Attorney- Prosecuting	<i>Minn. Stat. 412.111</i> <i>Agreement for Legal Services dated March 21, 2017 inc. amendments 1 &amp; 2</i>	Gregerson, Rosow, Johnson & Nilan, Ltd. Steve Tallen
Auditor	<i>Minn. Stat 275.065</i>	Abdo Eich & Meyers
Data Compliance Official - Responsible Authority Data Compliance Official - Designee	<i>Minn. Stat. 13.05.13</i>	Christine Lusian  Correy Farniok (Police)
Development Review Committee	<i>Orono Code 78-1005</i>	Laura Oakden Melanie Curtis Natalie Nye
Emergency Preparedness Director	<i>Minn. Stat. 12.25</i>	Correy Farniok
Engineer- Consulting	<i>Minn. Stat. 412.111</i> <i>Agreement for City Engineering Services dated November 23, 2020</i>	Bolton & Menk David Martini
Fiscal Agents	<i>Minn. Stat. 427.05; 118A.04</i>	Ehlers & Associates
Fire Code Official	<i>Resolution 7428</i> <i>Orono Code 5-46-32</i>	James Van Eyll
Gillespie Center Representative	<i>Minn. Stat. 412.111</i> <i>Agreement for Services date May 26, 2009</i>	Dennis Walsh
Hennepin Emergency Communications Organization	<i>Minn. Stat. 12.25</i>	Correy Farniok
Housing and Redevelopment Authority	<i>Minn. Stat. 469.003</i>	Dennis Walsh, Chair Richard F. Crosby II Matt Johnson Alisa Benson Maria Veach Maggie Jin, Secretary
Insurance Agent of Record	<i>Minn. Stat. 60K.30</i>	Northern Capital Ronald Youngdahl
Lake Minnetonka Conservation District (LMCD)	<i>Minn. Stat. 103B.611</i>	Richard Anderson
LOGIS Board of Directors		Adam Edwards Maggie Jin (alternate)
Long Lake Fire Advisory Board	<i>Minn. Stat. 424A.014</i> <i>Minn. Stat. 424A.04</i> <i>Agreement for Fire Protection dated October 15, 2022</i>	Richard F. Crosby II Maria Veach Adam Edwards James Van Eyll

**CITY OF ORONO**  
RESOLUTION OF THE CITY COUNCIL

NO. NO. 7444

<b>Duty</b>	<b>Authority or Reference</b>	<b>Appointee</b>
Mayor's Association	<a href="https://www.lmc.org/wp-content/uploads/documents/Minnesota-Mayors-Handbook.pdf">https://www.lmc.org/wp-content/uploads/documents/Minnesota-Mayors-Handbook.pdf</a>	Dennis Walsh
Official Newspaper	<i>Minn. Stat. 412.831</i>	The Laker & Pioneer
Official Depositories/Investment Vendors	<i>Minn. Stat. § 118A.02 &amp; Minn. Stat. § 427.01-.02</i> <a href="#">Office of the State Auditor</a>	Bank Hapoalim- NY Bank United, Miami BMO Harris Bank- IL BMW Bank North Amer- UT Bridgewater Bank— Navarre, MN Capital One Bank- VA Citibank, SD Comenity Bank- DE Enerbank USA— SLC, UT First Bank of Greenwich, CN Generations Bank- ARK Goldman Sachs Bank— New York, NY JP Morgan Chase- OH League of MN Cities— 4M Fund Merrick Bank— UT Morgan Stanley PVT Preferred Bank- CA Progrowth Bank Popular Bank— NY US RBC Wealth Mgmt- MN Sallie Mae Bank— Salt Lake City, UT State Bank of India, NY Synchrony Bank— Draper, UT Trust Bank- NC UBS Bank USA— UT UBS Financial Services - Wayzata Wells Fargo Natl Bank— Las Vegas Wells Fargo Bank- Advisors
Orono Ice Arena Board Member	<a href="https://www.morrisonarena.org/arena-board">https://www.morrisonarena.org/arena-board</a>	Dennis Walsh
Park Commission	<i>Minn. Stat 412.111</i> <i>Orono Ordinance 22-31</i>	See Resolution(s):
Park Commission Chair	<i>Orono Ordinance 22-31</i>	Brian Roath Deputy: Cameron Porter
Council Representative to Parks Commission Ex Officio	<i>Orono Ordinance 22-32</i>	
Planning Commission	<i>Minn. Stat 412.11 &amp; 462.354</i> <i>Orono Ordinance 74-1</i>	See Resolution(s):
Planning Commission Chair	<i>Orono Ordinance 74-2</i>	Chris Bollis
Council Representative to Planning Commission Ex Officio	<i>Orono Code 74-2(b)(3)</i>	
Police Advisory Commission	<i>Minn. Stat. 412.111</i> <i>Contract for Law Enforcement with SP dated July24, 2017</i> <i>Contract for Law Enforcement Services with Mound dated September 10, 2012</i> <i>Contract for Law Enforcement with Mtka Beach dated, August 23, 2010</i>	Matt Johnson Alisa Benson

**CITY OF ORONO**  
RESOLUTION OF THE CITY COUNCIL

NO. NO. 7444

Suburban Rate Authority	<i>Minn. Stat. 471.59</i> <a href="https://www.kennedy-graven.com/practice-areas/public-utility/">https://www.kennedy-graven.com/practice-areas/public-utility/</a>	DJ Goman
Weed Inspector	<i>Minn. Stat. 18.80</i>	Mayor
Weed Inspector-Assistant	<i>Minn. Stat. 18.80</i>	Josh Lemons

City Council Standing Committees

<b>Committee</b>	<b>Purpose</b>	<b>Council Members</b>	<b>Staff Appointed</b>
Budget Committee	Review and provide suggestions for the municipal budgets during the annual budget development process.	Dennis Walsh Maria Veach	Adam Edwards Maggie Jin
Communications Committee	Provide input to and feedback for the city communication plan and operations.	Dennis Walsh Maria Veach	Adam Edwards Christine Lusian
Legal Committee	Provide input to the City Attorney and City Administrator for select litigation.	Dennis Walsh Matt Johnson	Adam Edwards Soren Mattick
Organizational Development / Human Resources Committee	Provide input to and feedback for the Human Resource activities and initiatives.	Dennis Walsh Alisa Benson	Adam Edwards Maggie Jin Anne Hentges

City Council Special Committees

<b>Committee</b>	<b>Purpose</b>	<b>Council Members</b>	<b>Staff Appointed</b>
Fire Negotiating Committee	Represent the City Council in any direct negotiations with Long Lake City council members with respect to the future provision of any shared fire services between the two cities.	Matt Johnson Maria Veach	Adam Edwards James Van Eyll

Adopted by the City Council of the City of Orono, Minnesota, at a regular meeting held January 8, 2024.

ATTEST:

\_\_\_\_\_  
Christine Lusian, City Clerk

\_\_\_\_\_  
Dennis Walsh, Mayor

**AGENDA ITEM**



**Item No.:** 3

**Date:** January 8, 2024

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**Title:** Claims/Bills

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**Presenter:** Alicia Johnson  
Resource Management  
Technician

**Section:** Consent Agenda

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1. **Purpose:**

The purpose of this action item is to approve payment of claims made on the City for services and/or products provided to the City.

2. **Background:**

The attached claims for payment have been received by the City. Staff has reviewed the claims and is recommending approval of the listing for payment. The claims will be paid by checks 122511 to 123687 and ACH transactions 20130421 to 20130429 totaling \$1,544,589.58

3. **Cost:**

\$1,544,589.58

4. **Staff Recommendation:**

Staff recommends approval of a motion authorizing payment to the claims listed as presented.

**COUNCIL ACTION REQUESTED**

Motion to approve the claims list as presented

**Exhibits**

[A. Check Register 2024-01-04](#)

Payee	Check Issue Date	Check Number	Invoice Number	Invoice GL Account	Description	Department	Invoice Amount
SUMMER WOODALL	12/19/2023	122511	AUCTION 20	101-19999			3,869.00
Total 122511:							3,869.00
MOUND WESTONKA ROTARY C	12/19/2023	122512	12.2023	101-41110-439		Mayor & Council	60.00
MOUND WESTONKA ROTARY C	12/19/2023	122512	12.2023	101-41110-439		Mayor & Council	60.00
MOUND WESTONKA ROTARY C	12/19/2023	122512	12.2023	101-41110-439		Mayor & Council	60.00
Total 122512:							60.00
ACROSS THE STREET PRODU	12/20/2023	122513	24280	101-42260-437	CONFERENCE FOR SHEA	Fire Protection Services	485.00
Total 122513:							485.00
AIRDATA UAV INC	12/20/2023	122514	219936-2023	101-42110-416	UAV LICENSING/AIRDATA SUBSCRIPTION	Police Department	720.00
Total 122514:							720.00
All Flags LLC	12/20/2023	122515	861057	101-41900-404	FLAG POLE FOR NEW PUBLIC WORKS BLDG.	Central Services	2,756.10
Total 122515:							2,756.10
ALYSSA DWYER	12/20/2023	122516	RPS21-0001	101-22205	ESCROW REFUND-RPS21-000135 - 2915 CASCO		9,000.00
Total 122516:							9,000.00
AMAZON CAPITAL SERVICE	12/20/2023	122517	13Q7-4PNW-	101-43000-240	LED WORK LIGHTS FOR SHOP	Public Works Department	16.99
AMAZON CAPITAL SERVICE	12/20/2023	122517	13Q7-4PNW-	101-43000-240	DUAL PISTON CALIPER COMPRESSOR	Public Works Department	48.90
AMAZON CAPITAL SERVICE	12/20/2023	122517	13Q7-4PNW-	101-43000-386	C7 LED BULBS FOR HOLIDAY LIGHTS	Public Works Department	42.98
AMAZON CAPITAL SERVICE	12/20/2023	122517	13Q7-4PNW-	101-43000-222	BUNGEE CORDS 10 PACK	Public Works Department	21.98
AMAZON CAPITAL SERVICE	12/20/2023	122517	13Q7-4PNW-	101-41900-201	OFFICE SUPPLIES	Central Services	41.15
AMAZON CAPITAL SERVICE	12/20/2023	122517	13Q7-4PNW-	101-43000-222	426 IPAD MOUNT	Public Works Department	99.98
AMAZON CAPITAL SERVICE	12/20/2023	122517	13Q7-4PNW-	101-41900-201	CALENDERS	Central Services	64.47
AMAZON CAPITAL SERVICE	12/20/2023	122517	13Q7-4PNW-	101-41900-201	BRENT'S OFFICE PHONE CORD	Central Services	11.99
AMAZON CAPITAL SERVICE	12/20/2023	122517	13Q7-4PNW-	601-49400-240	COPPER SAMPLE BOTTLES		32.97
AMAZON CAPITAL SERVICE	12/20/2023	122517	13Q7-4PNW-	101-43000-222	USB_C CAR CHARGERS	Public Works Department	19.96
AMAZON CAPITAL SERVICE	12/20/2023	122517	14QV-MVND	101-41900-201	CORK BOARD - RETURN	Central Services	64.19
AMAZON CAPITAL SERVICE	12/20/2023	122517	173F-RPCN-	101-41900-201	OFFICE SUPPLIES	Central Services	353.20
AMAZON CAPITAL SERVICE	12/20/2023	122517	1NHV-QKMM	101-43000-404	GARAGE DOOR OPEANER	Public Works Department	18.95

Payee	Check Issue Date	Check Number	Invoice Number	Invoice GL Account	Description	Department	Invoice Amount
Total 122517:							671.43
AT&T MOBILTY	12/20/2023	122518	2873263270	101-41900-321	MOBILE SERVICE/AT&T	Central Services	1,755.71
Total 122518:							1,755.71
Awards by Cindy LLC	12/20/2023	122519	55278	101-41110-439	NAME PLATE	Mayor & Council	15.10
Awards by Cindy LLC	12/20/2023	122519	55278	101-41300-437	SERVICE AWARD ENGRAVED PLATES	Administration	22.55
Awards by Cindy LLC	12/20/2023	122519	55278	101-41300-437	RECOGNITION ENGRAVED PLATE	Administration	12.40
Total 122519:							50.05
BIFFS INC	12/20/2023	122520	INV18201	101-45200-404	HANDWASHING STATION	Parks	33.00
Total 122520:							33.00
BOLTON & MENK INC.	12/20/2023	122521	0325663	602-16500	22-021 FORCEMAIN REPLACEMENT (TONKAWA)		10,860.00
BOLTON & MENK INC.	12/20/2023	122521	0325665	602-16500	23-014 SANITARY SEWER REHABILITATION		198.00
BOLTON & MENK INC.	12/20/2023	122521	0325666	435-48976-304	23-001 STREETS PROJECT		1,312.50
BOLTON & MENK INC.	12/20/2023	122521	0325667	602-49450-305	GIS MAINTENANCE SEWER	Sewer	1,371.50
BOLTON & MENK INC.	12/20/2023	122521	0325667	601-49400-305	GIS MAINTENANCE WATER		1,340.00
BOLTON & MENK INC.	12/20/2023	122521	0325667	651-49910-305	GIS MAINTENANCE STORM SEWER	Storm Water	1,002.50
BOLTON & MENK INC.	12/20/2023	122521	0325667	602-49450-305	GIS MAINTENANCE SEWER CARTEGRAPH	Sewer	4,125.00
BOLTON & MENK INC.	12/20/2023	122521	0325667	101-43000-305	GIS FOR STREETS	Public Works Department	1,414.00
BOLTON & MENK INC.	12/20/2023	122521	0325667	101-43170-305	GIS MAINTENANCE GENERAL	Engineering	2,822.50
BOLTON & MENK INC.	12/20/2023	122521	0325667	101-42400-305	GIS FOR CDD	Building & Zoning	143.00
BOLTON & MENK INC.	12/20/2023	122521	0325667	101-42260-319	GIS FOR EMERGENCY SERVICES (FIRE)	Fire Protection Services	1,476.50
BOLTON & MENK INC.	12/20/2023	122521	0325668	234-45680-304	24-026 LURTON PARK PARKING LOT		290.50
BOLTON & MENK INC.	12/20/2023	122521	0325668	101-43000-304	2023 BRIDGE INSPECTIONS	Public Works Department	106.50
BOLTON & MENK INC.	12/20/2023	122521	0325668	101-43170-304	MISC ENGINEERING	Engineering	44.00
BOLTON & MENK INC.	12/20/2023	122521	0325669	408-48800-590	21-040 NAVARRE PARKING LOT		1,716.50
BOLTON & MENK INC.	12/20/2023	122521	0325670	435-48978-304	24-001 2024 STREETS IMPROVEMENTS PROJE		388.50
BOLTON & MENK INC.	12/20/2023	122521	0325671	101-45200-304	23-046 PICKLBALL MASTER PLAN AD DONATION	Parks	7,099.00
BOLTON & MENK INC.	12/20/2023	122521	0326279	101-19999	CDD-PLAN REVIEW		88.25
BOLTON & MENK INC.	12/20/2023	122521	0326280	101-43280-304	LA18-000072 WALTERSPORT LN	Special Services	441.25
BOLTON & MENK INC.	12/20/2023	122521	0326281	101-19999	LA07-3311 CRYSTAL BAY BUSINESS CENTER		1,059.00
BOLTON & MENK INC.	12/20/2023	122521	0326282	101-43280-304	LA21-000037 ORCHARD CREEK	Special Services	316.50
BOLTON & MENK INC.	12/20/2023	122521	0326283	101-43280-304	LA21-000036 ORONO CROSSINGS	Special Services	517.50

Payee	Check Issue Date	Check Number	Invoice Number	Invoice GL Account	Description	Department	Invoice Amount
Total 122521:							38,133.00
Bratt Tree Company	12/20/2023	122522	12007	651-49910-404	TREE REMOVAL IN ROW- TASK 80392	Storm Water	7,400.00
Total 122522:							7,400.00
CAMPBELL KNUTSON	12/20/2023	122523	2717-0000G	101-41600-307	ADMINISTRATION/GENERAL MATTERS	Law/Legal Services	5,864.77
CAMPBELL KNUTSON	12/20/2023	122523	2717-0004G	101-42110-307	POLICE MATTERS 11/23	Police Department	555.00
CAMPBELL KNUTSON	12/20/2023	122523	2717-0201G	101-41600-307	MISC RECORDINGS 11/2023	Law/Legal Services	575.25
CAMPBELL KNUTSON	12/20/2023	122523	2717-0740G	703-49960-379	LITIGATION - MERA CLAIM		6,285.43
CAMPBELL KNUTSON	12/20/2023	122523	2717-0801G	101-41600-307	COUNCIL MEETINGS 11/23	Law/Legal Services	323.00
CAMPBELL KNUTSON	12/20/2023	122523	2717-0802G	101-42400-307	B&Z ASSISTANCE 11/23	Building & Zoning	238.00
CAMPBELL KNUTSON	12/20/2023	122523	2717-0803G	101-41600-307	ORDINANCES	Law/Legal Services	918.00
CAMPBELL KNUTSON	12/20/2023	122523	2717-0844G	101-41600-307	LMCD/DRAGONFLY HILL	Law/Legal Services	61.00
CAMPBELL KNUTSON	12/20/2023	122523	2717-0878G	101-43280-307	LA23-000051 2795 SHADYWOOD RD	Special Services	110.00
CAMPBELL KNUTSON	12/20/2023	122523	2717-0884G	101-43280-307	RAS23000019 - 165 CRISTOFORI DRIVE	Special Services	230.00
CAMPBELL KNUTSON	12/20/2023	122523	2717-0885G	101-43280-307	RAS23-000047 3760 WATERTOWN RD	Special Services	190.00
CAMPBELL KNUTSON	12/20/2023	122523	2717-0886G	101-43280-307	LA23-000050 - 3359 CRYSTAL BAY RD	Special Services	82.50
CAMPBELL KNUTSON	12/20/2023	122523	2717-0887G	101-43280-307	LA23-000053 3765 WATERTOWN RD	Special Services	82.50
CAMPBELL KNUTSON	12/20/2023	122523	2717-0888G	101-43280-307	LA23-000058 1513 BAY RIDGE RD	Special Services	82.50
CAMPBELL KNUTSON	12/20/2023	122523	2717-0889G	101-43280-307	LA22-000059 2245 WATERTOWN RD	Special Services	82.50
CAMPBELL KNUTSON	12/20/2023	122523	2717-0890G	101-43280-307	RAS23-000077 365 FERNDALE RD N	Special Services	168.00
CAMPBELL KNUTSON	12/20/2023	122523	2717-0891G	101-43280-307	RAS23-0000175-2605 NORTH SHORE DR	Special Services	205.00
Total 122523:							16,053.45
Capital One Trade Credit	12/20/2023	122524	3268334231	101-45200-223	XMAS DECORATIONS	Parks	79.99
Total 122524:							79.99
CENTRAL PENSION FUND SOU	12/20/2023	122525	12.14.23 FU	101-21705	CENTRAL PENSION FUND 121423		960.00
Total 122525:							960.00
Century Link	12/20/2023	122526	WP 12.04.23	601-49400-321	INTERNET FOR SOUTH WATER PLANT		145.19
Total 122526:							145.19
CENTURY LINK	12/20/2023	122527	ROW21-000	101-22205	ESCROW REFUND - ROW21-000028 - 770 DICKE		1,500.00

Payee	Check Issue Date	Check Number	Invoice Number	Invoice GL Account	Description	Department	Invoice Amount
CENTURY LINK	12/20/2023	122527	ROW22-000	101-22205	ESCROW REFUND - ROW23-000042 - 2700 CAS		1,500.00
Total 122527:							3,000.00
CITYVIEW PLUMBING & HEATIN	12/20/2023	122528	136058658	101-41900-223	SOFTENER SALT	Central Services	78.00
Total 122528:							78.00
CORE & MAIN	12/20/2023	122529	U038586	101-43050-227	DBL SS BAND	Public Works - Spring Park	723.52
Total 122529:							723.52
COUNTRYSIDE WELDING REPA	12/20/2023	122530	709	601-49400-402	REPAIR UNIT 709 UTILITY BOX		1,325.00
COUNTRYSIDE WELDING REPA	12/20/2023	122530	709	602-49450-402	REPAIR UNIT 709 UTILITY BOX	Sewer	1,325.00
Total 122530:							2,650.00
DATA PRACTICES OFFICE	12/20/2023	122531	0000077181	101-42110-437	ADMIN TRAINING DP/GEHLEN	Police Department	250.00
Total 122531:							250.00
EARL F ANDERSON & ASSOC	12/20/2023	122532	0134909-IN	101-43000-224	SIGNS	Public Works Department	433.30
EARL F ANDERSON & ASSOC	12/20/2023	122532	134905-IN	101-43000-224	SIGNS	Public Works Department	248.05
Total 122532:							681.35
ECM PUBLISHERS INC	12/20/2023	122533	976491	101-42400-340	ORD 285 / PLANNING / CANNABIS	Building & Zoning	151.12
Total 122533:							151.12
EMBEDDED SYSTEMS INC.	12/20/2023	122534	344622	101-42110-403	6-MONTH SIREN MAINT 07/01/23 O 12/31/23	Police Department	1,199.28
Total 122534:							1,199.28
GENUINE PARTS COMPANY/NA	12/20/2023	122535	3270-587354	701-49800-222	ALTENATOR CORE RETURN		60.50
GENUINE PARTS COMPANY/NA	12/20/2023	122535	3270-587868	101-41900-223	AIR CHUCK, FITTING	Central Services	41.58
GENUINE PARTS COMPANY/NA	12/20/2023	122535	3270-588132	701-49800-222	TRANSMISSION SEMSOR UNIT 251		51.29
Total 122535:							32.37

Payee	Check Issue Date	Check Number	Invoice Number	Invoice GL Account	Description	Department	Invoice Amount
GOPHER ACE	12/20/2023	122536	018522/1	101-45200-404	OUTDOOR TIMER REPLACEMENT	Parks	24.99
GOPHER ACE	12/20/2023	122536	018579/1	101-43000-212	BAR OIL	Public Works Department	22.99
GOPHER ACE	12/20/2023	122536	018593/1	101-45200-223	CREDIT	Parks	6.00-
GOPHER ACE	12/20/2023	122536	018605/1	101-43000-224	TRUCK CLEANING SUPLIES	Public Works Department	51.83
GOPHER ACE	12/20/2023	122536	018638/1	701-49800-215	SPRAY PAINT		39.16
GOPHER ACE	12/20/2023	122536	018641/1	101-45200-223	SAW BLADE REPLACEMENT	Parks	52.98
GOPHER ACE	12/20/2023	122536	18497/1	101-41900-404	PAINTING SUPPLIES	Central Services	64.97
GOPHER ACE	12/20/2023	122536	18503/1	101-45200-223	CHAIN	Parks	40.68
GOPHER ACE	12/20/2023	122536	18557/1	101-41900-404	PLAQUE INSTALL - CH	Central Services	8.59
GOPHER ACE	12/20/2023	122536	18559/1	101-45200-404	CHAINSAW SHARPENING	Parks	14.99
GOPHER ACE	12/20/2023	122536	18559/1	101-41900-404	ANCHORS	Central Services	8.00
GOPHER ACE	12/20/2023	122536	18567/1	101-41900-404	KEYS	Central Services	7.47
GOPHER ACE	12/20/2023	122536	18569/1	101-41900-404	PAINTING SUPPLIES	Central Services	7.59
GOPHER ACE	12/20/2023	122536	18572/1	101-41900-223	DOUBLE SIDED TAPE	Central Services	12.99
GOPHER ACE	12/20/2023	122536	18580/1	101-45200-223	CHAIN	Parks	65.98
GOPHER ACE	12/20/2023	122536	18590/1	101-43000-224	BATTRIES AA	Public Works Department	16.99
GOPHER ACE	12/20/2023	122536	18636/1	101-45200-404	CHAINSAW SHARPENING	Parks	51.99
GOPHER ACE	12/20/2023	122536	18640/1	101-45200-404	RETURN	Parks	43.99-
Total 122536:							442.20
GOPHER STATE ONE CALL	12/20/2023	122537	3080659	602-49450-227	SPLIT DISTRIBUTION	Sewer	549.45
Total 122537:							549.45
HAWKINS INC	12/20/2023	122538	6646512	601-49400-216	CHLORINE TANKS		80.00
Total 122538:							80.00
HENNEPIN COUNTY INFOR TE	12/20/2023	122539	1000215642	101-42110-414	RADIO/MDC LEASES	Police Department	2,930.68
HENNEPIN COUNTY INFOR TE	12/20/2023	122539	1000215665	101-43000-415	PW RADIOS	Public Works Department	296.89
Total 122539:							3,227.57
HOEN, KELLIE	12/20/2023	122540	2023.12 KH	101-41300-439	STAFF APPRECIATION LUNCHOEN	Administration	36.46
Total 122540:							36.46
HOLTON ELECTRIC CONTRACT	12/20/2023	122541	62041	601-49400-405	REPAIR WIRES HIT DURING WATERMAIN BREA		236.72

Payee	Check Issue Date	Check Number	Invoice Number	Invoice GL Account	Description	Department	Invoice Amount
Total 122541:							236.72
KENNETH BECK	12/20/2023	122542	12.2023	101-42110-550	SQUAD REGISTRATION/NEW SET UP	Police Department	28.00
Total 122542:							28.00
KODIAK POWER SOLUTIONS	12/20/2023	122543	13064171	602-49450-406	REPAIR GENSET @ LS@21	Sewer	1,912.62
Total 122543:							1,912.62
LANO EQUIPMENT INC	12/20/2023	122544	03-1045344	101-43000-221	HYDRAULIC FITTING REPLACEMENT UNIT 452	Public Works Department	85.58
LANO EQUIPMENT INC	12/20/2023	122544	03-1045582	701-49800-221	SPRING HOLDER FOR HYDRAULIC HOSE ON B		63.56
Total 122544:							149.14
LAPOINTE UTILITIES INC	12/20/2023	122545	ROW22-000	101-22205	ESCROW REFUND - ROW22-000027 - WATERTO		1,500.00
Total 122545:							1,500.00
LEOWEBPROTECT.com	12/20/2023	122546	5141	101-42110-433	MONTHLY SUBSCRIPTION 12/23	Police Department	143.06
Total 122546:							143.06
MACQUEEN EQUIPMENT LLC	12/20/2023	122547	P22998	101-42260-226	GLOVES FOR FIREFIGHTERS	Fire Protection Services	1,216.07
MACQUEEN EQUIPMENT LLC	12/20/2023	122547	P23000	101-42260-226	BOOTS FOR FIREFIGHTERS	Fire Protection Services	1,166.03
Total 122547:							2,382.10
MAETZOLD HOMES INC	12/20/2023	122548	RPS21-0001	101-22205	ESCROW REFUND - RPS21-000135 - 2915 CASC		1,000.00
Total 122548:							1,000.00
MATT SILTALA	12/20/2023	122549	12.2023	101-42110-221	MISC PARTS/ARMORY	Police Department	38.82
Total 122549:							38.82
METROPOLITAN AREA MANAG	12/20/2023	122550	1680	101-41300-433	ANNUAL MAMA DUES - EDWARDS	Administration	45.00

Payee	Check Issue Date	Check Number	Invoice Number	Invoice GL Account	Description	Department	Invoice Amount
Total 122550:							45.00
MINNEAPOLIS OXYGEN COMPA	12/20/2023	122551	20300131	101-42110-221	MEDICAL OXYGEN REFILL	Police Department	185.70
Total 122551:							185.70
MN RURAL WATER ASSOCIATI	12/20/2023	122552	FEB.2024 - J	601-49400-433	MRWA 2023 MEMBERSHIP		1,125.75
Total 122552:							1,125.75
MP NEXLEVEL LLC, BILL BOREL	12/20/2023	122553	ROW23-000	101-22205	ESCROW REFUND - ROW23-000043 - 2845 WAT		1,500.00
Total 122553:							1,500.00
Newegg Business Inc	12/20/2023	122554	1304808886	710-49970-221	DOCKING STATION		305.80
Total 122554:							305.80
NIH HOMES, LLC	12/20/2023	122555	LA23-000060	101-22205	ESCROW REFUND - LA23-000060 - 3600 CASCO		700.00
Total 122555:							700.00
NORLING'S LAKE MINNETONKA	12/20/2023	122556	42651	101-45200-404	NORLINGS CONTRACT -FALL	Parks	1,693.00
Total 122556:							1,693.00
NORTHERN DEWATERING INC	12/20/2023	122557	42979	601-16500	2 1/2 CAM LOCK FITTING FOR TRUCK FILL		38.82
Total 122557:							38.82
OFFICE DEPOT	12/20/2023	122558	3442617680	101-42110-201	OFFICE SUPPLIES	Police Department	12.11
Total 122558:							12.11
OPD BUSINESS SOLUTIONS LL	12/20/2023	122559	3409203900	101-41110-439	CITY COUNCIL MEETINGS	Mayor & Council	63.06
OPD BUSINESS SOLUTIONS LL	12/20/2023	122559	3430876130	101-41900-201	OFFICE SUPPLIES	Central Services	15.99
OPD BUSINESS SOLUTIONS LL	12/20/2023	122559	3442664550	101-42110-201	OFFICE SUPPLIES	Police Department	57.42
OPD BUSINESS SOLUTIONS LL	12/20/2023	122559	3451540350	101-45210-201	INK CARTRIDGE	Golf Course	152.04
OPD BUSINESS SOLUTIONS LL	12/20/2023	122559	3452173820	101-41900-201	MISC OFFICE SUPPLIES	Central Services	75.69

Payee	Check Issue Date	Check Number	Invoice Number	Invoice GL Account	Description	Department	Invoice Amount
Total 122559:							364.20
OUTDOOR EXCAPES OF LAKE	12/20/2023	122560	LA23-000061	101-22205	ESCROW REFUND-LA23-000061-2601 CASCO PT		700.00
Total 122560:							700.00
PERFORMANCE PLUS LLC dba	12/20/2023	122561	123797	101-42260-305	PHYSICAL EXAM FOR JACOB S	Fire Protection Services	488.00
PERFORMANCE PLUS LLC dba	12/20/2023	122561	123824	101-42260-305	MEDICAL EVAL FOR JOHN JACKSON	Fire Protection Services	563.00
Total 122561:							1,051.00
Perry's Truck Repair	12/20/2023	122562	1606	101-45200-404	HOLIDAY TREE REPAIR	Parks	878.00
Total 122562:							878.00
PLUNKETT'S	12/20/2023	122563	8343854	101-41900-404	CITY HALL PEST CONTROL	Central Services	261.26
Total 122563:							261.26
POWERDMS, INC.	12/20/2023	122564	Q-202298	101-42110-311	POWERDMS/FTO SUBSCRIPTION	Police Department	2,757.00
Total 122564:							2,757.00
PRECISION UTILITIES	12/20/2023	122565	1049	601-49400-405	CURB STOP REPAIR @ 3359 & 3365 CRYSTAL B		6,540.00
Total 122565:							6,540.00
QUALITY FLOW SYSTEMS INC	12/20/2023	122566	46031	602-49450-406	GS#7 REPAIR	Sewer	4,099.00
QUALITY FLOW SYSTEMS INC	12/20/2023	122566	46032	602-49450-406	LS REPAIRS	Sewer	15,700.00
Total 122566:							19,799.00
RYAN AUTO MALL	12/20/2023	122567	258434	701-49800-222	TRANSMISSION MODULE UNIT 266		448.00
RYAN AUTO MALL	12/20/2023	122567	678890	701-49800-402	SQUAD #255 REPAIR		2,896.01
Total 122567:							3,344.01
RYAN THOMAS	12/20/2023	122568	LA22-000059	101-22205	ESCROW REFUND-LA22-000059 - 2245 WATERT		5,000.00

Payee	Check Issue Date	Check Number	Invoice Number	Invoice GL Account	Description	Department	Invoice Amount
Total 122568:							5,000.00
SCHULTZ, SUSAN	12/20/2023	122569	2023.12 SS	101-42110-226	UNIFORMS ALLOWANCE SCHULTZ	Police Department	269.22
Total 122569:							269.22
SECOND NATURE GRAPHICS	12/20/2023	122570	482	101-41900-201	BUSINESS CARDS-C.LUSIAN	Central Services	101.00
SECOND NATURE GRAPHICS	12/20/2023	122570	482	602-49450-201	UTILITY BILLING ENVELOPES	Sewer	366.00
Total 122570:							467.00
SECURITY & SOUND CO	12/20/2023	122571	27592	101-41900-319	ALARM MONITORING - THROUGH JAN 2025	Central Services	864.00
Total 122571:							864.00
SPIKE'S	12/20/2023	122572	5862/15	101-43000-226	GLOVES PPE	Public Works Department	49.99
Total 122572:							49.99
STREICHERS POLICE EQUIP	12/20/2023	122573	11658566	101-42110-226	UNIFORM/SZCZEPANIK	Police Department	74.99
STREICHERS POLICE EQUIP	12/20/2023	122573	11659281	101-42110-226	UNIFORMS/SPENCER	Police Department	125.98
STREICHERS POLICE EQUIP	12/20/2023	122573	11659417	101-42110-226	UNIFORM/SCHWARZ	Police Department	54.99
STREICHERS POLICE EQUIP	12/20/2023	122573	11659459	101-42110-226	UNIFORM/SCHULTZ/VEST	Police Department	858.00
STREICHERS POLICE EQUIP	12/20/2023	122573	11660534	101-42110-226	UNIFORM/VARGAS	Police Department	154.98
STREICHERS POLICE EQUIP	12/20/2023	122573	11660592	101-42110-226	UNIFORM/VARGAS	Police Department	7.99
STREICHERS POLICE EQUIP	12/20/2023	122573	11660796	101-42110-226	UNIFORM/SZCZEPANIK	Police Department	9.00
STREICHERS POLICE EQUIP	12/20/2023	122573	11660859	101-42110-226	UNIFORM/SCHWARZ	Police Department	1,733.99
STREICHERS POLICE EQUIP	12/20/2023	122573	11660860	101-42110-226	UNIFORM/SCHWARZ	Police Department	39.00
STREICHERS POLICE EQUIP	12/20/2023	122573	11661268	101-42110-226	UNIFORMS/BECK	Police Department	13.99
STREICHERS POLICE EQUIP	12/20/2023	122573	11661417	101-42110-226	UNIFORM/CARLSON	Police Department	178.00
STREICHERS POLICE EQUIP	12/20/2023	122573	11663297	101-42110-226	UNIFORM/SCHWARZ	Police Department	113.99
STREICHERS POLICE EQUIP	12/20/2023	122573	11663331	101-42110-226	UNIFORM/SCHULTZ	Police Department	11.99
STREICHERS POLICE EQUIP	12/20/2023	122573	11664207	101-42110-226	UNIFORM/SCHULTZ	Police Department	12.99
STREICHERS POLICE EQUIP	12/20/2023	122573	11664208	101-42110-226	UNIFORM/SCHULTZ	Police Department	40.00
STREICHERS POLICE EQUIP	12/20/2023	122573	11664966	101-42110-226	UNIFORM/SCHWARZ	Police Department	276.99
STREICHERS POLICE EQUIP	12/20/2023	122573	11668691	101-42260-226	UNIFORM HAT FOR JAMES	Fire Protection Services	28.99
Total 122573:							3,735.86

Payee	Check Issue Date	Check Number	Invoice Number	Invoice GL Account	Description	Department	Invoice Amount
SUMMIT FIRE PROTECTION	12/20/2023	122574	130093860	101-45210-319	ANNUAL FIRE EXTINGUISHER INSPECTION-CH	Golf Course	45.00
SUMMIT FIRE PROTECTION	12/20/2023	122574	130093861	101-41900-404	ANNUAL FIRE EXTINGUISHER INSPECTION-PW	Central Services	247.45
SUMMIT FIRE PROTECTION	12/20/2023	122574	130093861	101-43000-319	ANNUAL FIRE EXTINGUISHER INSPECTION-VEH	Public Works Department	247.45
SUMMIT FIRE PROTECTION	12/20/2023	122574	130093861	602-49450-319	ANNUAL FIRE EXTINGUISHER INSPECTION-SE	Sewer	42.00
SUMMIT FIRE PROTECTION	12/20/2023	122574	130093861	601-49400-319	ANNUAL FIRE EXTINGUISHER INSPECTION- WA		42.00
SUMMIT FIRE PROTECTION	12/20/2023	122574	130093862	101-45210-319	ANNUAL FIRE EXTINGUISHER INSPECTION	Golf Course	33.00
SUMMIT FIRE PROTECTION	12/20/2023	122574	130093863	601-49400-319	ANNUAL FIRE EXTINGUISHER INSPECTION-WE		113.00
SUMMIT FIRE PROTECTION	12/20/2023	122574	130094197	101-42110-223	ANNUAL FIRE EXTINGUISHER TESTING GC	Police Department	537.65
Total 122574:							1,307.55
THOMAS REUTERS - WEST	12/20/2023	122575	849333347	101-42110-311	DATA PROCESSING	Police Department	302.99
Total 122575:							302.99
TimeSaver Off Site Secretarial Inc	12/20/2023	122576	M28748	101-42400-319	PLANNING COMMISSION MINUTES	Building & Zoning	196.75
TimeSaver Off Site Secretarial Inc	12/20/2023	122576	M28748	101-41110-439	CC MEETING MINUTES	Mayor & Council	159.00
TimeSaver Off Site Secretarial Inc	12/20/2023	122576	M28785	101-41110-439	CC MEETING MINUTES	Mayor & Council	310.00
Total 122576:							665.75
TRI COUNTY LAW ENFORCEME	12/20/2023	122577	2023-12-08	101-42110-433	MEMBERSHIP FEE/2024 DUES	Police Department	90.00
Total 122577:							90.00
TYLER PURDY	12/20/2023	122578	RAS23-0000	101-32510	PERMIT REFUND- RAS23-000081 - 1975 FAGERN		281.89
Total 122578:							281.89
UNIFIRST CORPORATION	12/20/2023	122579	1410027636	101-43000-404	RUGS - PW	Public Works Department	26.13
UNIFIRST CORPORATION	12/20/2023	122579	1410027636	701-49800-221	SHOP TOWELS - PW		8.33
UNIFIRST CORPORATION	12/20/2023	122579	1410027636	602-49450-226	UNIFORMS PW-SEWER DEPT	Sewer	43.58
UNIFIRST CORPORATION	12/20/2023	122579	1410027636	601-49400-226	UNIFORMS PW-WATER DEPT		43.57
UNIFIRST CORPORATION	12/20/2023	122579	1410027636	701-49800-226	UNIFORMS - FLEET		43.58
UNIFIRST CORPORATION	12/20/2023	122579	1410027636	101-43000-226	UNIFORMS - PW	Public Works Department	43.58
UNIFIRST CORPORATION	12/20/2023	122579	1410027636	101-45210-226	UNIFORMS-GOLF COURSE	Golf Course	43.57
UNIFIRST CORPORATION	12/20/2023	122579	1410027636	101-45200-226	UNIFORMS-PARKS	Parks	43.57
UNIFIRST CORPORATION	12/20/2023	122579	1410027637	101-41900-223	LAUNDRY SERVICE	Central Services	80.27
UNIFIRST CORPORATION	12/20/2023	122579	1410028780	602-49450-226	UNIFORMS PW-SEWER DEPT	Sewer	43.58
UNIFIRST CORPORATION	12/20/2023	122579	1410028780	701-49800-226	UNIFORMS - FLEET		43.58

Payee	Check Issue Date	Check Number	Invoice Number	Invoice GL Account	Description	Department	Invoice Amount
UNIFIRST CORPORATION	12/20/2023	122579	1410028780	101-43000-226	UNIFORMS - PW	Public Works Department	43.58
UNIFIRST CORPORATION	12/20/2023	122579	1410028780	601-49400-226	UNIFORMS PW-WATER DEPT		43.57
UNIFIRST CORPORATION	12/20/2023	122579	1410028780	101-45210-226	UNIFORMS-GOLF COURSE	Golf Course	43.57
UNIFIRST CORPORATION	12/20/2023	122579	1410028780	101-45200-226	UNIFORMS-PARKS	Parks	43.57
UNIFIRST CORPORATION	12/20/2023	122579	1410028780	701-49800-221	SHOP TOWELS - PW		8.33
UNIFIRST CORPORATION	12/20/2023	122579	1410028780	101-43000-404	RUGS - PW	Public Works Department	26.13
Total 122579:							672.09
VALLEY RICH CO	12/20/2023	122580	32746	602-49450-406	SEWER GRAVITY LINE REPAIR FROM CENTURY	Sewer	8,610.14
Total 122580:							8,610.14
WILDTHREADS	12/20/2023	122581	30573	101-43000-226	PPE SWEATSHIRTS	Public Works Department	193.75
Total 122581:							193.75
Winterfrost Productions	12/20/2023	122582	WFP-2023-0	101-45200-489	SANTA RENTAL	Parks	500.00
Total 122582:							500.00
Wright-Hennepin Coop Electric	12/20/2023	122583	3503097121	101-43100-381	BRUSH SITE 11/01/12-01	Brush Site	37.10
Wright-Hennepin Coop Electric	12/20/2023	122583	3503097121	101-43000-381	ELECTRICAL SERVICE 11/01-12/01-2023	Public Works Department	287.41
Total 122583:							324.51
XCEL ENERGY	12/20/2023	122584	854846482	602-49450-381	ELECTRIC SERVICE 10/25/23-11/27/23	Sewer	36.40
Total 122584:							36.40
MARIN ANDERSON	12/21/2023	122585	2023.12 DO	101-19999			500.00
Total 122585:							500.00
AMAZON CAPITAL SERVICE	12/29/2023	122586	1F7D-WWNY	710-49970-221	HOT SPOT REPLACEMENT BATTERY		81.48
AMAZON CAPITAL SERVICE	12/29/2023	122586	1MGQ-RNYC	101-43000-224	SCREEN CLEANER	Public Works Department	9.59
AMAZON CAPITAL SERVICE	12/29/2023	122586	1MGQ-RNYC	101-43000-222	TIRE SUPPLIES	Public Works Department	25.98
AMAZON CAPITAL SERVICE	12/29/2023	122586	1MGQ-RNYC	101-43000-222	709 RUNNING BOARDS	Public Works Department	258.00
AMAZON CAPITAL SERVICE	12/29/2023	122586	1MGQ-RNYC	101-45200-404	VACUM BAGS	Parks	44.52
AMAZON CAPITAL SERVICE	12/29/2023	122586	1MGQ-RNYC	101-45200-404	URINAL SCREEN DEODORIZER	Parks	65.91

Payee	Check Issue Date	Check Number	Invoice Number	Invoice GL Account	Description	Department	Invoice Amount
Total 122586:							485.48
ANYTIME RESTORATION, INC.	12/29/2023	122587	ORO1221	602-49450-406	41 WILLOW DR SEWER JETTING CLEANUP	Sewer	1,723.72
Total 122587:							1,723.72
API GARAGE DOOR, INC.	12/29/2023	122588	Z261935	101-41900-404	GARAGE DOOR SERVICE	Central Services	386.00
Total 122588:							386.00
ARCHIVE SOCIAL, LLC	12/29/2023	122589	287126	614-49840-329	SOCIAL MEDIA PAGE ARCHIVE	Cable Franchise	4,188.00
Total 122589:							4,188.00
ARVIG ENTERPRISES	12/29/2023	122590	ROW23-000	101-22205	ESCROW REFUND-ROW23-000025 - 705 OLD CR		1,500.00
Total 122590:							1,500.00
BIFFS INC	12/29/2023	122591	W949041	101-45200-415	BIFF RENTAL	Parks	121.00
Total 122591:							121.00
BOLTON & MENK INC.	12/29/2023	122592	0327216	440-48975-304	21-039 PW FACILITY CONSTRUCTION		1,180.00
Total 122592:							1,180.00
CENTRAL PENSION FUND SOU	12/29/2023	122593	12.28.23 FU	101-21705	CENTRAL PENSION FUND 12.28.23		923.65
Total 122593:							923.65
Century Link	12/29/2023	122594	2023.12 GC	101-45210-321	GC PHONE/INTERNET	Golf Course	382.44
Total 122594:							382.44
CENTURY LINK	12/29/2023	122595	ROW23-000	101-22205	ESCROW REFUND - ROW23-000051-365 PARTE		1,500.00
Total 122595:							1,500.00
CONTINENTAL RESEARCH CO	12/29/2023	122596	0050356	101-41900-223	WINDOW CLEANER	Central Services	186.00

Payee	Check Issue Date	Check Number	Invoice Number	Invoice GL Account	Description	Department	Invoice Amount
Total 122596:							186.00
EJ MAYERS, INC	12/29/2023	122597	ROW21-000	101-22205	ESCROW REFUND - ROW21-000025 - 135 ORON		1,500.00
Total 122597:							1,500.00
FIDELITY SECURITY LIFE INSU	12/29/2023	122598	12.2023	101-21716	VISION PLAN 12/2023		262.30
Total 122598:							262.30
FLOCK GROUP INC	12/29/2023	122599	INV-28800	101-42110-319	LPR CAMERA (FLEX) 2023-2024	Police Department	750.00
Total 122599:							750.00
FRONTIER COMMUNICATIONS	12/29/2023	122600	ROW22-000	101-22205	ESCROW REFUND-ROW22-000004 - 4620 NORT		1,500.00
Total 122600:							1,500.00
GB AUTO SERVICE, INC	12/29/2023	122601	25707	701-49800-402	FRONT END ALIGNMENT UNIT 260		125.99
Total 122601:							125.99
GOPHER ACE	12/29/2023	122602	18656/1	101-45200-223	CHAPS	Parks	111.99
GOPHER ACE	12/29/2023	122602	18657/1	101-43000-224	PIPE FITTINGS	Public Works Department	27.16
GOPHER ACE	12/29/2023	122602	18691/1	101-45200-404	CHAINSAW SHARPENING	Parks	16.00
GOPHER ACE	12/29/2023	122602	18691/1	101-41900-404	LIGHT BULB	Central Services	9.99
GOPHER ACE	12/29/2023	122602	18716/1	101-45200-223	BAR OIL	Parks	26.49
GOPHER ACE	12/29/2023	122602	18716/1	101-45200-404	TOOL BOX LATCH REPAIR	Parks	21.99
GOPHER ACE	12/29/2023	122602	E11318/1	101-43000-224	LANDSCAPE FABRIC	Public Works Department	6.99
Total 122602:							220.61
GRAINGER INC	12/29/2023	122603	9943075870	701-49800-222	ROLLING PLATFORM STAIRWAY		1,012.93
Total 122603:							1,012.93
GUARDIAN FLEET SAFETY	12/29/2023	122604	231949	101-42110-402	SQUAD #268 DOCKING ISSUE	Police Department	118.75

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Total 122604:							118.75
International Union Local #49	12/29/2023	122605	12.2023 DUE	101-21707	LOCAL 49 DUES - 12/2023		437.50
Total 122605:							437.50
JANET KUNAU	12/29/2023	122606	RPS22-0000	101-22205	ESCROW REFUND - RPS22-000087 - 685 PINEH		10,000.00
Total 122606:							10,000.00
JH LARSON COMPANY	12/29/2023	122607	S103068687.	101-41900-223	LIGHT BULBS - PW/CH/PD	Central Services	319.20
Total 122607:							319.20
KYLE KIRSCHNER	12/29/2023	122608	12.2023	101-42110-317	XERXES CARE	Police Department	146.48
Total 122608:							146.48
LAKE MTKA CONSERVATION DI	12/29/2023	122609	BIG ISLAND	101-41900-441	DOCK LICENSE - BIG ISLAND	Central Services	290.00
LAKE MTKA CONSERVATION DI	12/29/2023	122609	FIRE LANE	101-41900-441	DOCK LICENSE - BIG ISLAND	Central Services	80.00
Total 122609:							370.00
LANO EQUIPMENT INC	12/29/2023	122610	03-1048124	101-45200-404	STUMP GRINDER	Parks	2,000.00
Total 122610:							2,000.00
LAPOINTE UTILITIES INC	12/29/2023	122611	ROW23-000	101-22205	ESCROW REFUND-ROW23-000054 - 2710 PENC		1,500.00
LAPOINTE UTILITIES INC	12/29/2023	122611	ROW23-000	101-22205	ESCROW REFUND - ROW23-000060 - WINDJAM		1,500.00
LAPOINTE UTILITIES INC	12/29/2023	122611	ROW23-000	101-22205	ESCROW REFUND - ROW23-000061 - 240 CYGN		1,500.00
Total 122611:							4,500.00
LAW ENFORCEMENT LABOR S	12/29/2023	122612	12.2023 DUE	101-21707	LELS DUES - LOCAL 12/2023		1,316.74
LAW ENFORCEMENT LABOR S	12/29/2023	122612	12.2023 DUE	101-21707	LELS DUES - LOCAL 168 12/2023		337.50
Total 122612:							1,654.24
LEXIPOL, LLC	12/29/2023	122613	INVLEX1966	101-42260-319	LEXIPOL ONLINE POLICY MANUAL FOR 2023	Fire Protection Services	566.92

Payee	Check Issue Date	Check Number	Invoice Number	Invoice GL Account	Description	Department	Invoice Amount
LEXIPOL, LLC	12/29/2023	122613	INVLEX1966	101-42260-319	LEXIPOL ONLINE POLICY IMPLEMENTATION	Fire Protection Services	2,156.50
Total 122613:							2,723.42
MACQUEEN EQUIPMENT LLC	12/29/2023	122614	P23782	101-42260-226	BOOTS FOR FIREFIGHTERS	Fire Protection Services	1,165.41
Total 122614:							1,165.41
METLIFE SMALL BUSINESS CE	12/29/2023	122615	METLIFE 12	101-15998	DENTAL INSURANCE 01/24		62.61
METLIFE SMALL BUSINESS CE	12/29/2023	122615	METLIFE 12	101-21709	DENTAL INSURANCE 01/24		2,711.12
Total 122615:							2,773.73
MIDWEST SEWER SERVICES	12/29/2023	122616	5868	101-42400-310	SEPTIC CONTRACTOR - PLAN REVIEW	Building & Zoning	3,720.00
Total 122616:							3,720.00
MISSION COMMUNICATIONS LL	12/29/2023	122617	1082316	101-41900-489	CITY CAMPUS ALARM SYSTEM	Central Services	347.40
Total 122617:							347.40
NAVARRE HARDWARE	12/29/2023	122618	344899	602-49450-240	LS SUPPLIES	Sewer	9.99
NAVARRE HARDWARE	12/29/2023	122618	344922	601-49400-405	REPAIRS @ S WATER PLANT		9.99
NAVARRE HARDWARE	12/29/2023	122618	344928	601-49400-405	REPAIRS @ S WATER PLANT		26.99
Total 122618:							46.97
NCPERS GROUP LIFE INS.	12/29/2023	122619	6732000120	101-21710	PERA LIFE 1/2024		352.00
Total 122619:							352.00
Newegg Business Inc	12/29/2023	122620	1304840815	710-49970-221	REPLACEMENT MONITORS		675.39
Total 122620:							675.39
NOVA COMMUNICATIONS INC	12/29/2023	122621	171975	101-41900-401	CHANGE OF PHONE SCRIPTS	Central Services	190.00
Total 122621:							190.00
Oertel Architects, Ltd	12/29/2023	122622	21-12.17	440-48975-319	21-039 PUBLIC WORKS BUILDING		7,801.45

Payee	Check Issue Date	Check Number	Invoice Number	Invoice GL Account	Description	Department	Invoice Amount
Total 122622:							7,801.45
OFFICE DEPOT	12/29/2023	122623	3429139040	101-42110-201	OFFICE SUPPLIES	Police Department	154.22
OFFICE DEPOT	12/29/2023	122623	3429417240	101-42110-201	OFFICE SUPPLIES	Police Department	10.49
OFFICE DEPOT	12/29/2023	122623	3472063610	101-41900-201	KITCHEN SUPPLIES	Central Services	89.18
Total 122623:							253.89
OPEIU - LOCAL 12	12/29/2023	122624	12.2023 DUE	101-21707	UNION DUES - LOCAL 12 12/2023		784.00
Total 122624:							784.00
QUALITY FLOW SYSTEMS INC	12/29/2023	122625	46140	602-49450-406	NEW ACCESS COVER @ LS#1	Sewer	4,280.00
Total 122625:							4,280.00
RYAN & RITA MCDONALD	12/29/2023	122626	RAS22-0000	101-22205	ESCROW REFUND - RAS22-000070 - 395 SUSSE		1,000.00
Total 122626:							1,000.00
RYAN AUTO MALL	12/29/2023	122627	678616	701-49800-402	REPAIR 264		573.88
Total 122627:							573.88
SHORT ELLIOTT HENDRICKSO	12/29/2023	122628	458765	601-49400-304	SPRINT ANTENNA REMOVAL		1,091.25
Total 122628:							1,091.25
SITWORX ESCAVATING, LLC	12/29/2023	122629	ROW21-000	101-22205	ESCROW REFUND - ROW21-000062 - 1045 NOR		1,500.00
Total 122629:							1,500.00
ST. JOSEPH CARPENTRY DBA	12/29/2023	122630	RPS22-0000	101-22205	ESCROW REFUND - RPS22-000033 2637 CASCA		10,000.00
Total 122630:							10,000.00
STREICHERS POLICE EQUIP	12/29/2023	122631	11660629	101-42110-226	UNIFORM/LANGE	Police Department	1,729.99
STREICHERS POLICE EQUIP	12/29/2023	122631	11672472	101-42110-226	UNIFORMS/SPENCER/YEAR END PURCHASE F	Police Department	405.94

Payee	Check Issue Date	Check Number	Invoice Number	Invoice GL Account	Description	Department	Invoice Amount
Total 122631:							2,135.93
SUN LIFE FINANCIAL	12/29/2023	122632	12.2023	101-21714	STD- 12/2023		1,074.10
SUN LIFE FINANCIAL	12/29/2023	122632	12.2023 LIFE	101-21710	LIFE INSURANCE - 12/2023		1,404.50
Total 122632:							2,478.60
T W TUPY INC	12/29/2023	122633	080699	101-43000-224	3/4" MINUS	Public Works Department	4,242.71
Total 122633:							4,242.71
THE HARTFORD	12/29/2023	122634	12.2023	101-21713	LTD 12/2023		1,894.26
Total 122634:							1,894.26
THE TEEHIVE	12/29/2023	122635	295069	101-42260-226	CLOTHING FOR DEPUTY CHIEF	Fire Protection Services	201.75
Total 122635:							201.75
TRESSIE & CHAD SCHWARZE	12/29/2023	122636	RPS22-0001	101-22205	ESCROW REFUND - RPS22-000167 - 2860 LILLIA		1,000.00
Total 122636:							1,000.00
UNIFIRST CORPORATION	12/29/2023	122637	1410030456	101-43000-404	RUGS - PW	Public Works Department	26.13
UNIFIRST CORPORATION	12/29/2023	122637	1410030456	701-49800-221	SHOP TOWELS - PW		8.33
UNIFIRST CORPORATION	12/29/2023	122637	1410030456	602-49450-226	UNIFORMS PW-SEWER DEPT	Sewer	45.21
UNIFIRST CORPORATION	12/29/2023	122637	1410030456	601-49400-226	UNIFORMS PW-WATER DEPT		45.21
UNIFIRST CORPORATION	12/29/2023	122637	1410030456	701-49800-226	UNIFORMS - FLEET		45.21
UNIFIRST CORPORATION	12/29/2023	122637	1410030456	101-43000-226	UNIFORMS - PW	Public Works Department	45.21
UNIFIRST CORPORATION	12/29/2023	122637	1410030456	101-45210-226	UNIFORMS-GOLF COURSE	Golf Course	45.21
UNIFIRST CORPORATION	12/29/2023	122637	1410030456	101-45200-226	UNIFORMS-PARKS	Parks	45.21
UNIFIRST CORPORATION	12/29/2023	122637	1410031635	701-49800-221	SHOP TOWELS - PW		8.33
UNIFIRST CORPORATION	12/29/2023	122637	1410031635	101-43000-404	RUGS - PW	Public Works Department	26.13
UNIFIRST CORPORATION	12/29/2023	122637	1410031635	701-49800-226	UNIFORMS - FLEET		43.96
UNIFIRST CORPORATION	12/29/2023	122637	1410031635	101-43000-226	UNIFORMS - PW	Public Works Department	43.96
UNIFIRST CORPORATION	12/29/2023	122637	1410031635	601-49400-226	UNIFORMS PW-WATER DEPT		43.96
UNIFIRST CORPORATION	12/29/2023	122637	1410031635	101-45210-226	UNIFORMS-GOLF COURSE	Golf Course	43.96
UNIFIRST CORPORATION	12/29/2023	122637	1410031635	101-45200-226	UNIFORMS-PARKS	Parks	43.96
UNIFIRST CORPORATION	12/29/2023	122637	1410031635	602-49450-226	UNIFORMS PW-SEWER DEPT	Sewer	43.96

Payee	Check Issue Date	Check Number	Invoice Number	Invoice GL Account	Description	Department	Invoice Amount
Total 122637:							603.94
US Bank Equipment Finance	12/29/2023	122638	517957767	710-49970-413	COPIERS - LEASE		1,323.51
Total 122638:							1,323.51
VARITECH INDUSTRIES INC	12/29/2023	122639	IN060-10282	701-49800-221	TRUCK BRINE TANKS VALVES		349.02
Total 122639:							349.02
VERIZON WIRELESS	12/29/2023	122640	9951430476	101-42110-311	SECURITY CAMERAS/VERIZON	Police Department	160.04
Total 122640:							160.04
XCEL ENERGY	12/29/2023	122641	858220442	101-41900-381	NEW PW BUILDING ELECTRICITY	Central Services	480.63
Total 122641:							480.63
ZAYO GROUP LLC	12/29/2023	122642	20143415	101-45210-321	PHONE SERVICE 12/23/23-01/22/24	Golf Course	17.18
ZAYO GROUP LLC	12/29/2023	122642	20143415	101-42110-321	PHONE SERVICE 12/23/23-01/22/24	Police Department	275.33
ZAYO GROUP LLC	12/29/2023	122642	20143415	101-41900-321	PHONE SERVICE 12/23/23-01/22/24	Central Services	186.18
ZAYO GROUP LLC	12/29/2023	122642	20143415	601-49400-321	PHONE SERVICE 12/23/23-01/22/24		94.39
ZAYO GROUP LLC	12/29/2023	122642	20143415	602-49450-321	PHONE SERVICE 12/23/23-01/22/24	Sewer	91.79
Total 122642:							664.87
CARDMEMBER SERVICE	12/29/2023	122643	2023.12 AE	101-41300-439	EMPLOYEE FAREWELL	Administration	114.99
CARDMEMBER SERVICE	12/29/2023	122643	2023.12 AE	101-41300-439	EMPLOYEE FAREWELL	Administration	114.99-
CARDMEMBER SERVICE	12/29/2023	122643	2023.12 AW	101-42110-240	ARMORY/DRONE EQUIPMENT	Police Department	149.98
CARDMEMBER SERVICE	12/29/2023	122643	2023.12 AW	101-42110-240	ARMORY/DRONE EQUIPMENT	Police Department	149.98-
CARDMEMBER SERVICE	12/29/2023	122643	2023.12 BW	101-43000-240	FLASHLIGHT CLIPS	Public Works Department	6.47
CARDMEMBER SERVICE	12/29/2023	122643	2023.12 BW	101-43000-240	FLASHLIGHT CLIPS	Public Works Department	6.47-
CARDMEMBER SERVICE	12/29/2023	122643	2023.12 CF	101-42110-433	IACP MEMBERSHIP 2024	Police Department	190.00
CARDMEMBER SERVICE	12/29/2023	122643	2023.12 CF	101-42110-433	IACP MEMBERSHIP 2024	Police Department	190.00-
CARDMEMBER SERVICE	12/29/2023	122643	2023.12 CF	101-42110-437	MEAL -TRAINING	Police Department	20.09
CARDMEMBER SERVICE	12/29/2023	122643	2023.12 CF	101-42110-437	MEAL -TRAINING	Police Department	20.09-
CARDMEMBER SERVICE	12/29/2023	122643	2023.12 CF	101-42110-433	PELTON MEMBERSHIP	Police Department	47.76
CARDMEMBER SERVICE	12/29/2023	122643	2023.12 CF	101-42110-433	PELTON MEMBERSHIP	Police Department	47.76-
CARDMEMBER SERVICE	12/29/2023	122643	2023.12 CF	101-42110-439	POLICE COMMISSION ITEMS	Police Department	24.34

Payee	Check Issue Date	Check Number	Invoice Number	Invoice GL Account	Description	Department	Invoice Amount
CARDMEMBER SERVICE	12/29/2023	122643	2023.12 CF	101-42110-439	POLICE COMMISSION ITEMS	Police Department	24.34-
CARDMEMBER SERVICE	12/29/2023	122643	2023.12 CL	101-41110-439	CITY COUNCIL MEETING	Mayor & Council	226.25
CARDMEMBER SERVICE	12/29/2023	122643	2023.12 CL	101-41110-439	CITY COUNCIL MEETING	Mayor & Council	226.25-
CARDMEMBER SERVICE	12/29/2023	122643	2023.12 CL	101-41110-439	MAYORS COFFEE MEETING	Mayor & Council	94.98
CARDMEMBER SERVICE	12/29/2023	122643	2023.12 CL	101-41110-439	MAYORS COFFEE MEETING	Mayor & Council	94.98-
CARDMEMBER SERVICE	12/29/2023	122643	2023.12 CL	101-41300-489	EMPLOYEE SERVICE AWARD	Administration	350.00
CARDMEMBER SERVICE	12/29/2023	122643	2023.12 CL	101-41300-489	EMPLOYEE SERVICE AWARD	Administration	350.00-
CARDMEMBER SERVICE	12/29/2023	122643	2023.12 DG	602-49450-437	TRAINING FOR OPW JIMMY	Sewer	454.57
CARDMEMBER SERVICE	12/29/2023	122643	2023.12 DG	602-49450-437	TRAINING FOR OPW JIMMY	Sewer	454.57-
CARDMEMBER SERVICE	12/29/2023	122643	2023.12 DG	101-41900-322	RETURN LIGHTS FOR LADDER TRUCK	Central Services	34.19
CARDMEMBER SERVICE	12/29/2023	122643	2023.12 DG	101-41900-322	RETURN LIGHTS FOR LADDER TRUCK	Central Services	34.19-
CARDMEMBER SERVICE	12/29/2023	122643	2023.12 DG	601-49400-352	CARD STOCK FOR WATER FLYER		162.66
CARDMEMBER SERVICE	12/29/2023	122643	2023.12 DG	601-49400-352	CARD STOCK FOR WATER FLYER		162.66-
CARDMEMBER SERVICE	12/29/2023	122643	2023.12 JL	101-45200-441	FOOD LICENSE	Parks	144.00
CARDMEMBER SERVICE	12/29/2023	122643	2023.12 JL	101-45200-441	FOOD LICENSE	Parks	144.00-
CARDMEMBER SERVICE	12/29/2023	122643	2023.12 JL	101-45200-223	SUPPLIES FOR TREE LIGHTING	Parks	243.18
CARDMEMBER SERVICE	12/29/2023	122643	2023.12 JL	101-45200-223	SUPPLIES FOR TREE LIGHTING	Parks	243.18-
CARDMEMBER SERVICE	12/29/2023	122643	2023.12 JV	101-42260-226	PATCH WITH VELCRO	Fire Protection Services	185.20
CARDMEMBER SERVICE	12/29/2023	122643	2023.12 JV	101-42260-226	PATCH WITH VELCRO	Fire Protection Services	185.20-
CARDMEMBER SERVICE	12/29/2023	122643	2023.12 JV	101-42260-226	CLOTHING FOR DEPUTY CHIEF	Fire Protection Services	178.00
CARDMEMBER SERVICE	12/29/2023	122643	2023.12 JV	101-42260-226	CLOTHING FOR DEPUTY CHIEF	Fire Protection Services	178.00-
CARDMEMBER SERVICE	12/29/2023	122643	2023.12 JV	101-42260-221	STRAPS FOR HOSE LOADS	Fire Protection Services	164.49
CARDMEMBER SERVICE	12/29/2023	122643	2023.12 JV	101-42260-221	STRAPS FOR HOSE LOADS	Fire Protection Services	164.49-
CARDMEMBER SERVICE	12/29/2023	122643	2023.12 JV	101-42260-433	ANNUAL DUES FOR IAFC	Fire Protection Services	215.00
CARDMEMBER SERVICE	12/29/2023	122643	2023.12 JV	101-42260-433	ANNUAL DUES FOR IAFC	Fire Protection Services	215.00-
CARDMEMBER SERVICE	12/29/2023	122643	2023.12 JV	101-42260-221	STRAPS FOR HOSE LOADS	Fire Protection Services	360.07
CARDMEMBER SERVICE	12/29/2023	122643	2023.12 JV	101-42260-221	STRAPS FOR HOSE LOADS	Fire Protection Services	360.07-
CARDMEMBER SERVICE	12/29/2023	122643	2023.12 JV	101-42260-489	CAR WASH	Fire Protection Services	15.00-
CARDMEMBER SERVICE	12/29/2023	122643	2023.12 JV	101-42260-489	CAR WASH	Fire Protection Services	15.00
CARDMEMBER SERVICE	12/29/2023	122643	2023.12 JV	101-42260-437	TRAINING FOR 2 FIREFIGHTERS	Fire Protection Services	4,090.00-
CARDMEMBER SERVICE	12/29/2023	122643	2023.12 JV	101-42260-437	TRAINING FOR 2 FIREFIGHTERS	Fire Protection Services	4,090.00
CARDMEMBER SERVICE	12/29/2023	122643	2023.12 LO	101-42400-433	APA ANNUAL DUES	Building & Zoning	618.00
CARDMEMBER SERVICE	12/29/2023	122643	2023.12 LO	101-42400-433	APA ANNUAL DUES	Building & Zoning	618.00-
CARDMEMBER SERVICE	12/29/2023	122643	2023.12 RO	101-41500-433	PUBLIC HOME CHECK	Finance Department	1.00
CARDMEMBER SERVICE	12/29/2023	122643	2023.12 RO	101-41500-433	PUBLIC HOME CHECK	Finance Department	1.00-
CARDMEMBER SERVICE	12/29/2023	122643	2023.12 RO	101-41410-439	COUNCIL MEALS	Elections	80.21
CARDMEMBER SERVICE	12/29/2023	122643	2023.12 RO	101-41410-439	COUNCIL MEALS	Elections	80.21-
CARDMEMBER SERVICE	12/29/2023	122643	2023.12 RO	101-41300-439	EMPLOYEE WELCOMES	Administration	73.92
CARDMEMBER SERVICE	12/29/2023	122643	2023.12 RO	101-41300-439	EMPLOYEE WELCOMES	Administration	73.92-
CARDMEMBER SERVICE	12/29/2023	122643	2023.12 RO	101-41500-437	CONTINUING EDUCATION	Finance Department	1,680.00

Payee	Check Issue Date	Check Number	Invoice Number	Invoice GL Account	Description	Department	Invoice Amount
CARDMEMBER SERVICE	12/29/2023	122643	2023.12 RO	101-41500-437	CONTINUING EDUCATION	Finance Department	1,680.00-
CARDMEMBER SERVICE	12/29/2023	122643	2023.12 RO	101-41300-439	EMPLOYEE WELCOMES	Administration	94.96
CARDMEMBER SERVICE	12/29/2023	122643	2023.12 RO	101-41300-439	EMPLOYEE WELCOMES	Administration	94.96-
CARDMEMBER SERVICE	12/29/2023	122643	2023.12 RO	101-41300-439	EMPLOYEE WELCOMES	Administration	94.96-
CARDMEMBER SERVICE	12/29/2023	122643	2023.12 RO	101-41300-439	EMPLOYEE WELCOMES	Administration	94.96
CARDMEMBER SERVICE	12/29/2023	122643	2023.12 RO	101-41900-201	OFFICE SUPPLIES	Central Services	73.27-
CARDMEMBER SERVICE	12/29/2023	122643	2023.12 RO	101-41900-201	OFFICE SUPPLIES	Central Services	73.27
CARDMEMBER SERVICE	12/29/2023	122643	2023.12 RO	101-41300-439	EMPLOYEE WELCOMES	Administration	957.51-
CARDMEMBER SERVICE	12/29/2023	122643	2023.12 RO	101-41300-439	EMPLOYEE WELCOMES	Administration	957.51
CARDMEMBER SERVICE	12/29/2023	122643	2023.12 RO	601-49400-322	UB ENVELOPES		467.00-
CARDMEMBER SERVICE	12/29/2023	122643	2023.12 RO	601-49400-322	UB ENVELOPES		467.00
CARDMEMBER SERVICE	12/29/2023	122643	2023.12 RO	101-41500-433	PUBLIC HOME CHECK	Finance Department	9.95-
CARDMEMBER SERVICE	12/29/2023	122643	2023.12 RO	101-41500-433	PUBLIC HOME CHECK	Finance Department	9.95
CARDMEMBER SERVICE	12/29/2023	122643	2023.12 SO	601-49400-322	SHIPPING WATER SAMPLES		68.39
CARDMEMBER SERVICE	12/29/2023	122643	2023.12 SO	601-49400-322	SHIPPING WATER SAMPLES		68.39-
UNITED STATES POSTAL SERVI	12/29/2023	122643	2023.12 UTIL	651-49910-322	12.2023 UTILITY BILLING	Storm Water	525.63
UNITED STATES POSTAL SERVI	12/29/2023	122643	2023.12 UTIL	602-49450-322	12.2023 UTILITY BILLING	Sewer	525.63
UNITED STATES POSTAL SERVI	12/29/2023	122643	2023.12 UTIL	601-49400-322	12.2023 UTILITY BILLING		525.63
Total 122643:							1,576.89
CIRCLE K	12/29/2023	122644	94008507	101-43000-212	NON OXY GAS FOR MIX (SMALLTOOLS)	Public Works Department	79.11
CIRCLE K	12/29/2023	122644	94008507	101-43000-212	NON OXY GAS FOR MIX (SMALLTOOLS)	Public Works Department	79.11-
LEAGUE OF MN CITIES INS TR	01/04/2024	122644	CMC 100028	703-49960-361	CMC 1000289-7		225.00
Total 122644:							225.00
MEDSURETY LLC	12/29/2023	122645	12.28.23 PAY	101-21719	MFSA 12.28.23 PAYROLL DEDUCTION		877.16
MEDSURETY LLC	12/29/2023	122645	12.28.23 PAY	101-21719	MFSA 12.28.23 PAYROLL DEDUCTION		877.16-
ADVANCED IMAGING SOLUTIO	01/08/2024	122645	518843941	710-49970-413	PW COPIER LEASE 01/20/23-02/20/23		12.70
MEDSURETY LLC	12/29/2023	122645	MFSA 11.17.	101-21719	MFSA 11.17.23-102.24.23 FUNDS		43.85
MEDSURETY LLC	12/29/2023	122645	MFSA 11.17.	101-21719	MFSA 11.17.23-102.24.23 FUNDS		43.85-
Total 122645:							12.70
ALPHA TRAINING & TACTICS LL	01/08/2024	122646	2023-0412	101-42110-228	BODY BUNKERS X2/OUF	Police Department	5,526.00
Total 122646:							5,526.00
AMERICAN ENGINEERING TES	01/08/2024	122647	INV--168673	440-48970-304	21-039 NEW PUBLIC WORKS FACILITY		3,343.00

Payee	Check Issue Date	Check Number	Invoice Number	Invoice GL Account	Description	Department	Invoice Amount
Total 122647:							3,343.00
BCA TRAINING & DEVELOPMEN	01/08/2024	122648	32805	101-42110-437	TRAINING KIRSCHNER/CONFERENCE	Police Department	300.00
Total 122648:							300.00
BOLTON & MENK INC.	01/08/2024	122649	0327731	602-16500	22-021 FORCEMAIN REPLACEMENT (TONKAWA)		3,041.00
BOLTON & MENK INC.	01/08/2024	122649	0327732	602-16500	23-014 SANITARY SEWER REHABILITATION		99.00
BOLTON & MENK INC.	01/08/2024	122649	0327733	101-43280-304	LA21-000037 ORCHARD CREEK	Special Services	469.50
BOLTON & MENK INC.	01/08/2024	122649	0327734	101-43280-304	LA21-000036 ORONO CROSSINGS	Special Services	393.00
BOLTON & MENK INC.	01/08/2024	122649	0327735	435-48976-304	23-001 STREETS PROJECT		294.50
BOLTON & MENK INC.	01/08/2024	122649	0327736	101-43000-304	2023 BRIDGE INSPECTIONS	Public Works Department	106.50
BOLTON & MENK INC.	01/08/2024	122649	0327737	408-48800-590	21-040 NAVARRE PARKING LOT		391.00
BOLTON & MENK INC.	01/08/2024	122649	0327738	435-48978-304	24-001 2024 STREETS IMPROVEMENTS PROJE		2,333.50
BOLTON & MENK INC.	01/08/2024	122649	0327770	602-49450-305	GIS MAINTENANCE SEWER	Sewer	1,247.00
BOLTON & MENK INC.	01/08/2024	122649	0327770	601-49400-305	GIS MAINTENANCE WATER		1,124.00
BOLTON & MENK INC.	01/08/2024	122649	0327770	651-49910-305	GIS MAINTENANCE STORM SEWER	Storm Water	1,042.50
BOLTON & MENK INC.	01/08/2024	122649	0327770	602-49450-305	GIS MAINTENANCE SEWER CARTEGRAPH	Sewer	77.00
BOLTON & MENK INC.	01/08/2024	122649	0327770	101-42400-305	GIS FOR CDD	Building & Zoning	1,011.00
BOLTON & MENK INC.	01/08/2024	122649	0327770	101-43000-305	GIS FOR STREETS	Public Works Department	1,773.50
BOLTON & MENK INC.	01/08/2024	122649	0327772	101-45200-304	23-046 PICKLBALL MASTER PLAN AD DONATION	Parks	1,028.00
Total 122649:							14,431.00
CENTERPOINT ENERGY MAIN	01/08/2024	122650	11.20.23-12.1	613-49830-381	GAS SERVICES 1377 VINE PL 11/20/23-12/19/23	Golf Course	18.32
CENTERPOINT ENERGY MAIN	01/08/2024	122650	11.21.23 - 12.	601-49400-381	GAS SERVICE		1,449.20
CENTERPOINT ENERGY MAIN	01/08/2024	122650	11.21.23 - 12.	602-49450-381	GAS SERVICE	Sewer	892.30
CENTERPOINT ENERGY MAIN	01/08/2024	122650	11.21.23 - 12.	101-41900-381	GAS SERVICE	Central Services	1,073.21
CENTERPOINT ENERGY MAIN	01/08/2024	122650	11.21.23 - 12.	101-42110-381	GAS SERVICE	Police Department	482.41
CENTERPOINT ENERGY MAIN	01/08/2024	122650	11.21.23 - 12.	613-49830-381	GAS SERVICE	Golf Course	391.99
Total 122650:							4,307.43
CITY OF BLOOMINGTON	01/08/2024	122651	23073	601-49400-489	LAB FEES		36.00
Total 122651:							36.00
CITY OF MINNETONKA BEACH	01/08/2024	122652	10.01.23-12.	602-49450-387	SEWER SERVICE 4TH QTR 2023	Sewer	199.50

Payee	Check Issue Date	Check Number	Invoice Number	Invoice GL Account	Description	Department	Invoice Amount
Total 122652:							199.50
City of Orono Utilities	01/08/2024	122653	2023.12 - CH	101-42110-382	2023.12 UB CH & PD	Police Department	212.74
City of Orono Utilities	01/08/2024	122653	2023.12 - CH	101-41900-382	2023.12 UB CH & PD	Central Services	212.74
City of Orono Utilities	01/08/2024	122653	2023.12 - P	101-41900-382	2023.12 PW	Central Services	167.37
City of Orono Utilities	01/08/2024	122653	2023.12 GC	101-45210-382	2023.12 GC	Golf Course	73.65
City of Orono Utilities	01/08/2024	122653	2023.12 PO	101-41900-382	2023.12 UB - PO	Central Services	86.37
City of Orono Utilities	01/08/2024	122653	2345 BLAINE	601-49400-382	2023.12 UB - WTP		156.74
Total 122653:							909.61
CITY OF WAYZATA	01/08/2024	122654	2023.12 UTIL	602-49450-387	DEC 2023 SEWER	Sewer	6,644.70
CITY OF WAYZATA	01/08/2024	122654	2023.12 UTIL	601-49400-387	DEC 2023 WATER		3,151.25
Total 122654:							9,795.95
DILLON CARLSON	01/08/2024	122655	RPS22-0001	101-22205	ESCROW REFUND-RPS22-000157 - 1375 CHERR		1,000.00
Total 122655:							1,000.00
DVS RENEWAL	01/08/2024	122656	00-01114798	701-49800-441	TABS UNIT 422		20.25
DVS RENEWAL	01/08/2024	122656	00-01116609	701-49800-441	TABS UNIT 432		20.25
DVS RENEWAL	01/08/2024	122656	00-01707423	701-49800-441	TABS UNIT 111		20.25
DVS RENEWAL	01/08/2024	122656	00-01733729	701-49800-441	TABS UNIT 408		20.25
DVS RENEWAL	01/08/2024	122656	00-01741124	701-49800-441	TABS UNIT 428		20.25
DVS RENEWAL	01/08/2024	122656	00-01798816	701-49800-441	TABS UNIT 424		20.25
DVS RENEWAL	01/08/2024	122656	00-01814825	701-49800-441	TABS UNIT 431		20.25
DVS RENEWAL	01/08/2024	122656	00-01815849	701-49800-441	TABS UNIT 713		20.25
DVS RENEWAL	01/08/2024	122656	00-01833704	701-49800-441	TABS UNIT 710		20.25
DVS RENEWAL	01/08/2024	122656	00-01843810	701-49800-441	TABS UNIT 712		20.25
DVS RENEWAL	01/08/2024	122656	00-01911571	701-49800-441	TABS UNIT 409		20.25
DVS RENEWAL	01/08/2024	122656	00-01913433	701-49800-441	TABS UNIT 426		20.25
DVS RENEWAL	01/08/2024	122656	00-02404950	701-49800-441	TABS UNIT 110		20.25
DVS RENEWAL	01/08/2024	122656	00-02683207	701-49800-441	TABS UNIT 627		20.25
DVS RENEWAL	01/08/2024	122656	00-02700821	701-49800-441	TABS UNIT 425		20.25
DVS RENEWAL	01/08/2024	122656	00-02706297	701-49800-441	TABS UNIT 711		20.25
DVS RENEWAL	01/08/2024	122656	00-02740994	701-49800-441	TABS UNIT 427		20.25
DVS RENEWAL	01/08/2024	122656	00-02839292	701-49800-441	TABS UNIT 612		20.25
DVS RENEWAL	01/08/2024	122656	00-02912185	101-42110-441	SQUAD #261	Police Department	20.25

Payee	Check Issue Date	Check Number	Invoice Number	Invoice GL Account	Description	Department	Invoice Amount
DVS RENEWAL	01/08/2024	122656	00-02965108	701-49800-441	TABS UNIT 610		20.25
DVS RENEWAL	01/08/2024	122656	00-02998238	701-49800-441	TABS UNIT 421		20.25
DVS RENEWAL	01/08/2024	122656	00-03062590	701-49800-441	TABS UNIT 483		20.25
DVS RENEWAL	01/08/2024	122656	00-03127056	701-49800-441	TABS UNIT 250 TRAILER		20.25
DVS RENEWAL	01/08/2024	122656	00-03135214	701-49800-441	TABS UNIT 481		20.25
DVS RENEWAL	01/08/2024	122656	00-04066506	701-49800-441	TABS UNIT 482		20.25
DVS RENEWAL	01/08/2024	122656	00-04276507	701-49800-441	TABS UNIT 407		20.25
Total 122656:							526.50
EBERT INC	01/08/2024	122657	PW PAY APP	440-48970-520	21-039 NEW PUBLIC WORK FACILITY CONSTRU		961,061.18
Total 122657:							961,061.18
ECM PUBLISHERS INC	01/08/2024	122658	978505	101-42400-340	ORD 286 / ADMIN / RECODIFICATION	Building & Zoning	23.84
ECM PUBLISHERS INC	01/08/2024	122658	978506	101-42400-340	ORD 287 / FIRE	Building & Zoning	20.86
ECM PUBLISHERS INC	01/08/2024	122658	978507	101-42400-340	ORD 288 / FEE SCHEDULE	Building & Zoning	20.86
ECM PUBLISHERS INC	01/08/2024	122658	979609	101-43000-340	MAINTENANCE WORKER ADVERTISING	Public Works Department	349.20
Total 122658:							414.76
ESS BROTHERS & SONS	01/08/2024	122659	DD10889	602-49450-406	MANHOLE ADJUSTING RINGS	Sewer	258.00
Total 122659:							258.00
FRONTIER CUSTOM BUILDERS	01/08/2024	122660	RPS22-0000	101-22205	ESCROW REFUND - RPS22-000094 - 3505 WATE		1,000.00
Total 122660:							1,000.00
GENUINE PARTS COMPANY/NA	01/08/2024	122661	3270-588336	701-49800-221	SENSOR FOR UNIT 431 REPAIR		191.06
Total 122661:							191.06
GOPHER ACE	01/08/2024	122662	18689/1	701-49800-215	SPRAY PAINT		31.88
Total 122662:							31.88
GOPHER STATE ONE CALL	01/08/2024	122663	3120659	602-49450-227	LOCATES - SEWER	Sewer	64.80
GOPHER STATE ONE CALL	01/08/2024	122663	3120659	601-49400-382	LOCATES - WATER		64.80

Payee	Check Issue Date	Check Number	Invoice Number	Invoice GL Account	Description	Department	Invoice Amount
Total 122663:							129.60
GREGERSON, ROSOW, JOHNS	01/08/2024	122664	49486	101-41600-306	PROSECUTION SERVICES 12/2023	Law/Legal Services	3,454.03
Total 122664:							3,454.03
HOLIDAY COMPANIES	01/08/2024	122665	0792010124	101-42110-402	CAR WASHES / HOLIDAY	Police Department	242.00
Total 122665:							242.00
HOLTON ELECTRIC CONTRACT	01/08/2024	122666	6279	101-41900-404	ELECTRICAL HOOKUP FOR NORTH OPW CAME	Central Services	661.78
HOLTON ELECTRIC CONTRACT	01/08/2024	122666	6346	101-43000-408	REPAIRS TO STREET LIGHTS IN ORONO	Public Works Department	234.00
Total 122666:							895.78
James Nelson	01/08/2024	122667	2023.12 JN	101-43000-226	WORK BOOTS	Public Works Department	176.21
Total 122667:							176.21
JOSH SCHAUER	01/08/2024	122668	2024.01 JS	101-42110-226	UNIFORM JOSH SCHAUER/VEST PANELS	Police Department	629.23
Total 122668:							629.23
JR'S ADVANCED RECYCLERS	01/08/2024	122669	112030	603-49500-442	SCRAP METAL PICK UP		140.05
Total 122669:							140.05
KENNETH BECK	01/08/2024	122670	2024.01 KB	101-42110-226	INVESTIGATIVE CLOTH/BECKING	Police Department	113.96
Total 122670:							113.96
LEAGUE OF MN CITIES	01/08/2024	122671	397863	101-42110-437	ANNUAL MEMBERSHIP -PEACE OFFICER PATR	Police Department	2,790.00
Total 122671:							2,790.00
LEXIPOL, LLC	01/08/2024	122672	INVLEX1208	101-42260-319	ONLINE POLICY AND PROCEDURE	Fire Protection Services	3,245.20
Total 122672:							3,245.20

Payee	Check Issue Date	Check Number	Invoice Number	Invoice GL Account	Description	Department	Invoice Amount
MANSFIELD OIL COMPANY	01/08/2024	122673	24942212	701-49800-212	DIESEL FUEL		833.86
MANSFIELD OIL COMPANY	01/08/2024	122673	24942584	701-49800-212	UNLEADED FUEL		8,011.48
Total 122673:							8,845.34
METRO CHIEF FIRE OFFICERS	01/08/2024	122674	2024 DUES	101-42260-433	ANNUAL DUES FOR METRO CHIEFS 2024	Fire Protection Services	100.00
Total 122674:							100.00
MINNEAPOLIS OXYGEN COMPA	01/08/2024	122675	00120103	101-43000-415	ACETYLENE, OXYGEN	Public Works Department	76.30
MINNEAPOLIS OXYGEN COMPA	01/08/2024	122675	00120104	101-42110-221	MEDICAL OXYGEN	Police Department	150.60
Total 122675:							226.90
OAK RIDGE PET BOARDING	01/08/2024	122676	S012945	101-42110-317	ANNUAL CONTRACT FEE- DOG BOARDING/CAR	Police Department	1,100.00
Total 122676:							1,100.00
OPD BUSINESS SOLUTIONS LL	01/08/2024	122677	3429417340	101-42110-201	OFFICE SUPPLIES	Police Department	9.51
Total 122677:							9.51
PERFORMANCE PLUS LLC dba	01/08/2024	122678	123867	101-42260-305	MEDICAL EVAL FOR JASON HUBER	Fire Protection Services	516.00
Total 122678:							516.00
POWERDMS, INC.	01/08/2024	122679	INV-44182	101-42110-416	POWERDMS/TIME SUBSCRIPTION	Police Department	9,899.10
Total 122679:							9,899.10
PRECISION UTILITIES	01/08/2024	122680	1069	601-49400-405	WATER M AIN BREAK @ 2813 CASCO POINT		7,197.50
Total 122680:							7,197.50
QUADIENT INC	01/08/2024	122681	Q1125067	101-41900-401	POSTAGE MACHING LEASE 1.28.24 - 04.27.24	Central Services	878.94
Total 122681:							878.94
RITWAY BUSINESS FORMS	01/08/2024	122682	23-85274	101-41900-201	W-2'S & 1099'S	Central Services	401.98

Payee	Check Issue Date	Check Number	Invoice Number	Invoice GL Account	Description	Department	Invoice Amount
Total 122682:							401.98
THOMSON REUTERS - WEST	01/08/2024	122683	849490513	101-42110-311	DATA PROCESSING/THOMSON REUTERS	Police Department	302.99
Total 122683:							302.99
TITAN MACHINERY INC	01/08/2024	122684	19124204-G	701-49800-403	REAR SEAL LEAK REPAIR UNIT 429		7,385.80
Total 122684:							7,385.80
WALKER QUALITY SALES	01/08/2024	122685	100	101-42110-402	POLARIS RIMS/RANGER	Police Department	200.00
Total 122685:							200.00
WEST HENNEPIN PUBLIC SAFE	01/08/2024	122686	2024 LK MT	101-42110-437	SWAT - 6 OFFICERS ERU MEMBERSHIPS	Police Department	6,000.00
Total 122686:							6,000.00
XCEL ENERGY	01/08/2024	122687	858962444 -	602-49450-381	3425 LYRIC	Sewer	35.78
XCEL ENERGY	01/08/2024	122687	859231012	101-41900-381	ELECTRIC SERVICE 11.21.23-12.25.23	Central Services	1,785.46
XCEL ENERGY	01/08/2024	122687	859231012	101-42110-381	ELECTRIC SERVICE 11.21.23-12.25.23	Police Department	986.31
XCEL ENERGY	01/08/2024	122687	859231012	101-42110-381	ELECTRIC SERVICE 11.21.23-12.25.23	Police Department	37.69
XCEL ENERGY	01/08/2024	122687	859231012	101-43000-381	ELECTRIC SERVICE 11.21.23-12.25.23	Public Works Department	229.78
XCEL ENERGY	01/08/2024	122687	859231012	101-43000-386	ELECTRIC SERVICE 11.21.23-12.25.23	Public Works Department	3,704.89
XCEL ENERGY	01/08/2024	122687	859231012	101-45200-381	ELECTRIC SERVICE 11.21.23-12.25.23	Parks	53.40
XCEL ENERGY	01/08/2024	122687	859231012	601-49400-381	ELECTRIC SERVICE 11.21.23-12.25.23		6,002.01
XCEL ENERGY	01/08/2024	122687	859231012	602-49450-381	ELECTRIC SERVICE 11.21.23-12.25.23	Sewer	3,751.24
XCEL ENERGY	01/08/2024	122687	859231012	101-45210-381	ELECTRIC SERVICE 11.21.23-12.25.23	Golf Course	195.45
Total 122687:							16,782.01
LOGIS-WIRE	12/20/2023	201304	54437	710-49970-416	ADOBE LICENSE		2,882.32
LOGIS-WIRE	12/20/2023	201304	54437	710-49970-401	NETWORK SERVICES		5,062.50
Total 20130421:							7,944.82
MEDSURETY LLC	12/20/2023	201304	MFSA 11.3.2	101-21719	MFSA 11.3.23-12.10.23 FUNDS		140.92

Payee	Check Issue Date	Check Number	Invoice Number	Invoice GL Account	Description	Department	Invoice Amount
Total 20130422:							140.92
MN PEIP C/O MMB FISCAL SER	12/20/2023	201304	1342411	101-21706	HEALTH INSURANCE - 01/2024		66,541.06
MN PEIP C/O MMB FISCAL SER	12/20/2023	201304	1342411	101-21706	HEALTH INSURANCE - 01/2024-COBRA NON EM		1,537.08
Total 20130423:							68,078.14
CARDMEMBER SERVICE	12/29/2023	201304	2023.12 AE	101-41300-439	EMPLOYEE FAREWELL	Administration	114.99
CARDMEMBER SERVICE	12/29/2023	201304	2023.12 AW	101-42110-240	ARMORY/DRONE EQUIPMENT	Police Department	149.98
CARDMEMBER SERVICE	12/29/2023	201304	2023.12 BW	101-43000-240	FLASHLIGHT CLIPS	Public Works Department	6.47
CARDMEMBER SERVICE	12/29/2023	201304	2023.12 CF	101-42110-433	IACP MEMBERSHIP 2024	Police Department	190.00
CARDMEMBER SERVICE	12/29/2023	201304	2023.12 CF	101-42110-437	MEAL -TRAINING	Police Department	20.09
CARDMEMBER SERVICE	12/29/2023	201304	2023.12 CF	101-42110-433	PELTON MEMBERSHIP	Police Department	47.76
CARDMEMBER SERVICE	12/29/2023	201304	2023.12 CF	101-42110-439	POLICE COMMISSION ITEMS	Police Department	24.34
CARDMEMBER SERVICE	12/29/2023	201304	2023.12 CL	101-41110-439	CITY COUNCIL MEETING	Mayor & Council	226.25
CARDMEMBER SERVICE	12/29/2023	201304	2023.12 CL	101-41110-439	MAYORS COFFEE MEETING	Mayor & Council	94.98
CARDMEMBER SERVICE	12/29/2023	201304	2023.12 CL	101-41300-489	EMPLOYEE SERVICE AWARD	Administration	350.00
CARDMEMBER SERVICE	12/29/2023	201304	2023.12 DG	602-49450-437	TRAINING FOR OPW JIMMY	Sewer	454.57
CARDMEMBER SERVICE	12/29/2023	201304	2023.12 DG	101-41900-322	RETURN LIGHTS FOR LADDER TRUCK	Central Services	34.19
CARDMEMBER SERVICE	12/29/2023	201304	2023.12 DG	601-49400-352	CARD STOCK FOR WATER FLYER		162.66
CARDMEMBER SERVICE	12/29/2023	201304	2023.12 JL	101-45200-441	FOOD LICENSE	Parks	144.00
CARDMEMBER SERVICE	12/29/2023	201304	2023.12 JL	101-45200-223	SUPPLIES FOR TREE LIGHTING	Parks	243.18
CARDMEMBER SERVICE	12/29/2023	201304	2023.12 JV	101-42260-226	PATCH WITH VELCRO	Fire Protection Services	185.20
CARDMEMBER SERVICE	12/29/2023	201304	2023.12 JV	101-42260-226	CLOTHING FOR DEPUTY CHIEF	Fire Protection Services	178.00
CARDMEMBER SERVICE	12/29/2023	201304	2023.12 JV	101-42260-221	STRAPS FOR HOSE LOADS	Fire Protection Services	164.49
CARDMEMBER SERVICE	12/29/2023	201304	2023.12 JV	101-42260-433	ANNUAL DUES FOR IAFC	Fire Protection Services	215.00
CARDMEMBER SERVICE	12/29/2023	201304	2023.12 JV	101-42260-221	STRAPS FOR HOSE LOADS	Fire Protection Services	360.07
CARDMEMBER SERVICE	12/29/2023	201304	2023.12 JV	101-42260-489	CAR WASH	Fire Protection Services	15.00
CARDMEMBER SERVICE	12/29/2023	201304	2023.12 JV	101-42260-437	TRAINING FOR 2 FIREFIGHTERS	Fire Protection Services	4,090.00
CARDMEMBER SERVICE	12/29/2023	201304	2023.12 LO	101-42400-433	APA ANNUAL DUES	Building & Zoning	618.00
CARDMEMBER SERVICE	12/29/2023	201304	2023.12 RO	101-41500-433	PUBLIC HOME CHECK	Finance Department	1.00
CARDMEMBER SERVICE	12/29/2023	201304	2023.12 RO	101-41410-439	COUNCIL MEALS	Elections	80.21
CARDMEMBER SERVICE	12/29/2023	201304	2023.12 RO	101-41300-439	EMPLOYEE WELCOMES	Administration	73.92
CARDMEMBER SERVICE	12/29/2023	201304	2023.12 RO	101-41500-437	CONTINUING EDUCATION	Finance Department	1,680.00
CARDMEMBER SERVICE	12/29/2023	201304	2023.12 RO	101-41300-439	EMPLOYEE WELCOMES	Administration	94.96
CARDMEMBER SERVICE	12/29/2023	201304	2023.12 RO	101-41300-439	EMPLOYEE WELCOMES	Administration	94.96
CARDMEMBER SERVICE	12/29/2023	201304	2023.12 RO	101-41900-201	OFFICE SUPPLIES	Central Services	73.27
CARDMEMBER SERVICE	12/29/2023	201304	2023.12 RO	101-41300-439	EMPLOYEE WELCOMES	Administration	957.51
CARDMEMBER SERVICE	12/29/2023	201304	2023.12 RO	601-49400-322	UB ENVELOPES		467.00

Payee	Check Issue Date	Check Number	Invoice Number	Invoice GL Account	Description	Department	Invoice Amount
CARDMEMBER SERVICE	12/29/2023	201304	2023.12 RO	101-41500-433	PUBLIC HOME CHECK	Finance Department	9.95
CARDMEMBER SERVICE	12/29/2023	201304	2023.12 SO	601-49400-322	SHIPPING WATER SAMPLES		68.39
Total 20130424:							11,690.39
CIRCLE K	12/29/2023	201304	94008507	101-43000-212	NON OXY GAS FOR MIX (SMALLTOOLS)	Public Works Department	79.11
Total 20130425:							79.11
MEDSURETY LLC	12/29/2023	201304	12.28.23 PAY	101-21719	MFSA 12.28.23 PAYROLL DEDUCTION		877.16
MEDSURETY LLC	12/29/2023	201304	MFSA 11.17.	101-21719	MFSA 11.17.23-102.24.23 FUNDS		43.85
Total 20130426:							921.01
LOGIS-WIRE	01/08/2024	201304	54457	710-49970-401	NETWORK SERVICES		46,930.44
LOGIS-WIRE	01/08/2024	201304	54457	710-49970-311	ARVIG PROJ 291864		3,636.00
LOGIS-WIRE	01/08/2024	201304	54457	710-49970-401	FIBER SERVICES		6,409.60
LOGIS-WIRE	01/08/2024	201304	54457	710-49970-329	ENTRUST TOKENS		30.00
LOGIS-WIRE	01/08/2024	201304	54505	101-42110-310	POLICE RECORDS	Police Department	9,475.00
LOGIS-WIRE	01/08/2024	201304	54546	710-49970-401	NETWORK SERVICES		4,045.00
LOGIS-WIRE	01/08/2024	201304	54614	710-49970-575	POLICE CAD		4,724.00
LOGIS-WIRE	01/08/2024	201304	54614	710-49970-311	POLICE MOBILE		2,390.00
LOGIS-WIRE	01/08/2024	201304	54614	101-42110-310	POLICE RECORDS	Police Department	18,219.00
LOGIS-WIRE	01/08/2024	201304	54614	710-49970-401	FIBER SERVICES		585.00
LOGIS-WIRE	01/08/2024	201304	54614	710-49970-329	INTERNET		1,891.00
LOGIS-WIRE	01/08/2024	201304	54614	101-41900-221	HOSTED BACKUPS	Central Services	3,338.00
LOGIS-WIRE	01/08/2024	201304	54614	710-49970-401	HOSTED WIRELESS		350.00
LOGIS-WIRE	01/08/2024	201304	54614	710-49970-311	HOSTED SERVERS		2,361.00
LOGIS-WIRE	01/08/2024	201304	54614	710-49970-311	HOSTED WATCHGUARD		3,118.00
LOGIS-WIRE	01/08/2024	201304	54614	710-49970-311	HOSTED OR APPS2		1,979.00
LOGIS-WIRE	01/08/2024	201304	54614	710-49970-311	HOSTED SERVERS MAIL01		625.00
LOGIS-WIRE	01/08/2024	201304	54614	710-49970-311	HOSTED SERVER RELAY		353.00
LOGIS-WIRE	01/08/2024	201304	54614	710-49970-311	HOSTED COMPLIANCE ARCHIVE		1,690.00
LOGIS-WIRE	01/08/2024	201304	54710	710-49970-401	NETWORK SERVICES		5,639.78
Total 20130427:							117,788.82
PSN: PAYMENT SERVICE INVOI	01/08/2024	201304	288748	601-49400-312	WATER FUND PSN FEES		473.70
PSN: PAYMENT SERVICE INVOI	01/08/2024	201304	288748	602-49450-312	SEWER FUND PSN FEES	Sewer	473.70
PSN: PAYMENT SERVICE INVOI	01/08/2024	201304	288867	101-41900-312	BUILDING PERMIT PSN FEES	Central Services	1.10

Payee	Check Issue Date	Check Number	Invoice Number	Invoice GL Account	Description	Department	Invoice Amount
PSN: PAYMENT SERVICE INVOI	01/08/2024	201304	289006	101-41900-312	MISC PSN FEES	Central Services	10.45
Total 20130428:							958.95
SQUARE SERVICES	01/08/2024	201304	01.2024 FEE	101-41900-312	FEE	Central Services	35.00
Total 20130429:							35.00
Grand Totals:							1,544,589.58

**AGENDA ITEM**



**Item No.:** 4

**Date:** January 8, 2024

**Title:** Approval of Licenses

**Presenter:** Christine Lusian  
City Clerk

**Section:** Consent Agenda

1. **Purpose:**  
The purpose of this action item is to approve licenses.

2. **License Applicant(s):**

<b>Business</b>	<b>Address</b>	<b>License Type</b>	<b>Expiration</b>
Woofington	3596 Shoreline Dr	Kennel - Commercial	12-31-2024
Orono Station	2160 Wayzata Blvd	Tobacco Sales	1-31-2025
Holiday Stationstore 2746516	3340 Shoreline Dr	Tobacco Sales	1-31-2025
Holiday Stationstore 2746515	2420 Shadywood Dr	Tobacco Sales	1-31-2025
Wayzata Country Club	200 Wayzata Blvd	Tobacco Sales	1-31-2025
Spring Hill Golf Club	725 County Road 6	Tobacco Sales	1-31-2025
Navarre Minnoco	3360 Shoreline Dr	Tobacco Sales	1-31-2025
Navarre Liquors	3421 Shoreline Dr	Tobacco Sales	1-31-2025
Orono Smoke Shop	3502 Shoreline Dr	Tobacco Sales	1-31-2025

<b>Rental License Number</b>	<b>Address</b>	<b>Expiration</b>
RL19-000025	1205 North Arm Drive	12-31-2025
RL19-000039	3465 Shoreline Drive	12-31-2025
RL19-000043	780 North Arm Drive	12-31-2025
RL20-000012	3285 Crystal Bay Road	12-31-2025
RL22-000001	1025 Loma Linda Avenue	12-31-2025
RL23-000024	1200 Bracketts Point Road	12-31-2025
RL23-000025	3877 Shoreline Drive	12-31-2025
RL24-000001	3713 Livingston Drive	12-31-2025
RL24-000002	1125 North Arm Drive	12-31-2025

3. **Staff Recommendation:**  
Staff recommends approval of the licenses listed above. The license applicants have completed application requirements.

**COUNCIL ACTION REQUESTED**

Motion to approve the licenses.

**AGENDA ITEM**



**Item No.:** 5

**Date:** January 8, 2024

---

**Title:** Approval to Accept Donation - Katherine Arbogast

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**Presenter:** Correy Farniok  
Police Chief

**Section:** Consent Agenda

---

1. **Purpose:**

The purpose of this action item is to gain approval to accept a donation to the City.

2. **Background:**

Katherine Arbogast has made a donation to the Orono Police Department. The donation was made to the police department as a thank you for all we have or will do.

3. **Staff Recommendation:**

I recommend the city accept the generous donation of \$100.00.

**COUNCIL ACTION REQUESTED**

Motion for approval to accept donation of \$100 from Katherine Arbogast. Thank you for your kind and generous donation to the police department.

## AGENDA ITEM



**Item No.:** 6

**Date:** January 8, 2024

---

**Title:** #LA23-000045, Ellette Anderson & James and Melissa Easley, Vacation of ROW between 1250 and 1260 Spruce Place - Resolution No. 7445 / Encroachment Agreements

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**Presenter:** Melanie Curtis  
Planner

**Section:** Consent Agenda

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1. **Purpose:**

This application is regarding vacation of an unimproved right-of-way abutting Lake Minnetonka.

2. **MN§15.99 Application Deadline:**

The application was received on August 14, 2023 and considered to be complete on October 16th. The 60-Day review period would have expired on December 13th but has been extended until February 13, 2024.

3. **Background:**

The applicants request vacation of the unimproved right-of-way situated between 1250 Spruce Place and 1260 Spruce Place. At the [December 11th meeting](#), Council reviewed this request and voted 3 to 2 on a motion to vacate the right-of-way; Councilmembers Johnson and Benson dissented. The motion also included obtaining/maintaining City easements for drainage and utilities within the right-of-way as well as the establishment of encroachment agreements to address the private improvements within the right-of-way.

4. **Planning Commission Vote and Comment:**

On November 20th, the Planning Commission held a public hearing. Following the public hearing, the Planning Commission voted 5 to 0 on a motion in favor of vacation with the condition that the City maintain a drainage easement.

5. **Public Comment:**

Supportive comments from the public were received in writing and in person at the November 20th Planning Commission meeting. The written comments were included in the December 11th Council packet.

6. **Staff Recommendation:**

Staff recommends Council adopt the draft resolution vacating the right-of-way, which reserves

easements for utilities and drainage, and approve the encroachment agreements.

### **COUNCIL ACTION REQUESTED**

Council should adopt Resolution No. 7445, and authorize the Mayor and City Administrator to sign the Encroachment Agreements.

#### **Exhibits**

A. Draft Resolution 7445

B. Encroachment Agreement Drafts



**CITY OF ORONO**  
RESOLUTION OF THE CITY COUNCIL

NO. **7445**

**A RESOLUTION  
VACATING PUBLIC RIGHT-OF-WAY  
#LA23-000045**

**WHEREAS**, the City of Orono, (the “City”) has jurisdiction over the public right-of-way described as follows:

*That part of the new street location of Lake Street shown on a survey by Arleigh C. Smith dated October 26, 1959 in Doc. No. 3213583 which lies easterly of a line drawn from the Northwest corner of Lot 1, Block 10, Saga Hill Revised to the Southwest corner of Lot 6, Block 1, Saga Hill Revised, Hennepin County, Minnesota (hereinafter the “Right-of-Way”); and*

**WHEREAS**, Ellette Anderson (“Anderson”) is the owner of the property addressed 1260 Spruce Place (“Lot 1, Block 6, Saga Hill Revised”) the Right-of-Way on the south side, and James B. Easley and Melissa J. Easley (“Easley”) are the owners of the property addressed 1250 Spruce Place (“Lot 1, Block 6, Saga Hill Revised”) abutting the Right-of-Way on the north side (herein collectively as the “Owners”); and

**WHEREAS**, the Owners have filed a petition seeking a vacation of the Right-of-Way; and

**WHEREAS**, the City Council finds that the existing Right-of-Way as depicted in attached **Exhibit A** and described in attached **Exhibit B** (“Proposed Vacation”) has no apparent present or future benefit to the public for lake access; and

**WHEREAS**, there are existing public stormwater drainage ways within the Right-of-Way that serve a public purpose; and

**WHEREAS**, pursuant to Minnesota Statutes § 412.851, notice of the Proposed Vacation was submitted to the Commissioner of the DNR by certified mail for their comment on August 24, 2023.

**WHEREAS**, in accordance with Minnesota Statutes § 412.851, a notice of a public hearing on the vacation of the Right-of-Way was published in the Laker Pioneer Newspaper on November 4, 2023; and

**WHEREAS**, in accordance with Minnesota Statutes § 412.851, said notice of public hearing was posted at the Long Lake and Crystal Bay Post Offices on November 4, 2023; and



**CITY OF ORONO**  
RESOLUTION OF THE CITY COUNCIL

NO. **7445**

**WHEREAS**, in accordance with Minnesota Statutes § 412.851, said notice of public hearing was mailed to the public utilities which may be affected by the Proposed Vacation on October 18, 2023, and

**WHEREAS**, in accordance with Minnesota Statutes § 412.851, said notice of public hearing was mailed to each property owner affected by the Proposed Vacation on November 10, 2023, and

**WHEREAS**, the City of Orono City Council heard all interested parties on the question of the vacation of Right-of-Way at a public hearing opened on November 20, 2023, in the City of Orono City Council Chambers; and

**NOW, THEREFORE**, the City Council of the City of Orono, Minnesota, makes the following:

**FINDINGS**

1. The Proposed Vacation does not affect access to or use of any adjoining property. No adjacent or nearby properties will have their access limited by it.
2. The City does not intend to develop, improve, or use the existing rights-of-way for road or lake access purposes.
3. The unimproved subject right-of-way, as it exists, serves as a public stormwater drainageway which shall be preserved by the reservation of easements.
4. For the foregoing reasons, it is in the public interest to vacate the right-of-way described and depicted in the attached **Exhibits A and B**.

**DECISION**

**NOW THEREFORE BE IT RESOLVED** by the City Council of the City of Orono, Minnesota as follows:

1. That the right-of-way legally described and depicted in **Exhibits A and B** is hereby vacated.
2. The vacation shall not affect the authority of any person, corporation, or municipality owning or controlling the electric or telephone poles and lines, gas lines, sanitary and storm sewer lines, water pipes, mains, hydrants, and natural drainage areas thereon or thereunder, to continue to maintain the same or to enter upon such way or portion thereof vacated to maintain, repair, replace, remove, or otherwise attend thereof.



**CITY OF ORONO**  
RESOLUTION OF THE CITY COUNCIL

NO. **7445**

3. In accordance with Minn. Stat. § 412.851, the City Clerk is hereby directed to file a certified copy of this Resolution with the County Auditor and the County Recorder/Registrar of Titles following the terms of this Resolution.

**ADOPTED BY THE CITY COUNCIL OF THE CITY OF ORONO** this 8<sup>th</sup> day of January 2024.

\_\_\_\_\_  
Dennis Walsh, Mayor

ATTEST:

\_\_\_\_\_  
Christine Lusian, City Clerk





**CITY OF ORONO**  
RESOLUTION OF THE CITY COUNCIL

NO. **7445**

**EXHIBIT B:**

**Description of Existing Public Right-of-Way**

**LEGAL DESCRIPTION OF STREET TO BE VACATED**

That part of the new street location of Lake Street shown on a survey by Arleigh C. Smith dated October 26, 1959 in Doc. No. 3213583 which lies easterly of a line drawn from the Northwest corner of Lot 1, Block 10, Saga Hill Revised to the Southwest corner of Lot 6, Block 1, Saga Hill Revised, Hennepin County, Minnesota.

*(reserved for recording information)*

---

## **ENCROACHMENT AGREEMENT**

**AGREEMENT** made this \_\_\_\_\_ day of \_\_\_\_\_, 2024, by and between the **CITY OF ORONO**, a Minnesota municipal corporation (“City”), and **MELISSA J. EASLEY** and **JAMES B. EASLEY**, married to each other (“Easleys” or “Owners”).

**1. BACKGROUND.** Easleys are the fee owners of certain real property located in the City of Orono, County of Hennepin, State of Minnesota, legally described as follows:

**Parcel ID No. 08-117-23-32-0008**

Lot 6, Block 1, Saga Hill Revised, Together with that part of Lake Street between Lot 1, Block 10, and Lot 6, Block 1, Saga Hill Revised, which lies outside of the proposed sidelines of said street shown on the survey of Arleigh C. Smith dated October 26, 1959, attached to Document No. 3213583, records of Hennepin County, Minnesota, and together with vacated Lake Street accruing thereto.

*(abstract)*

with a street address of 1250 Spruce Place, Minnesota 55364 (“Subject Property”). The City owns easements for drainage and utility purposes over portions of the Subject Property (“Easement Areas”). Easleys have installed an existing driveway and retaining wall, and desire to reconstruct proposed driveway and retaining wall improvements (collectively “Improvements”) located on the

Subject Property and which encroach on the City's Easement Areas as depicted on the sketch attached hereto as Exhibit "A".

**2. ENCROACHMENT AUTHORIZATION.** The City hereby approves the encroachment on its Easement Areas for the Improvements, subject to the conditions set forth in this Agreement. Further conditions of encroachment approval are as follows:

- The Improvements located on the Subject Property must not impact or increase water drainage on the abutting properties or cause any adverse drainage patterns or erosion to the abutting properties.
- Owners will be responsible for repair, replacement and maintenance of the Improvements.
- The Owners, their heirs, successors and assigns, are fully responsible and liable for any and all damage caused to the Improvements because of it being constructed in the City's Easement Areas.
- The City shall have no responsibility to maintain or repair the Improvements located on the Subject Property or encroaching into the Easement Areas.

Further, Owners agree that the Improvements shall be constructed consistent with all applicable federal, state and local laws and regulations.

**3. HOLD HARMLESS AND INDEMNITY.** In consideration of being allowed to encroach in the Easement Areas, the Owners, for themselves, their heirs and assigns, hereby agree to indemnify and hold the City harmless from any damage caused to the Subject Property, including the Improvements located in the Easement Areas, caused in whole or in part by the encroachment into the Easement Areas.

**4. TERMINATION OF AGREEMENT.** The City may, at its sole discretion, terminate this agreement at any time if the City needs to occupy the Easement Areas by giving the then owner of the Subject Property thirty (30) day advance written notice. The owner of the Subject Property may be required to remove the Improvements if it is deemed necessary by the City in order to exercise the purpose of the Easement Areas. If the owner fails to do so, the City may remove the Improvements and charge the cost of removal back to the owner for reimbursement. No notice under





**EXHIBIT "A"**

DRAFT

*(reserved for recording information)*

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## ENCROACHMENT AGREEMENT

**AGREEMENT** made this \_\_\_\_\_ day of \_\_\_\_\_, 2024, by and between the **CITY OF ORONO**, a Minnesota municipal corporation (“City”), and **ELLETTE A. ANDERSON**, a single person (“Anderson” or “Owner”).

**1. BACKGROUND.** Anderson is the fee owner of certain real property located in the City of Orono, County of Hennepin, State of Minnesota, legally described as follows:

**Parcel ID No. 08-117-23-32-0012**

Lot 1, Block 10, Saga Hill Revised, Hennepin County, Minnesota, together with that part of vacated Lake Street adjoining said Lot 1, Block 10, as shown on the survey attached to Notice of Vacation in Book 848 of Miscellaneous, Page 596, Document No 3213583 filed in the office of the Register of Deeds, Hennepin County, Minnesota, and together with vacated Lake Street accruing thereto.

*(abstract)*

with a street address of 1260 Spruce Place, Minnesota 55364 (“Subject Property”). The City owns easements for drainage and utility purposes over portions of the Subject Property (“Easement Areas”). Anderson has installed an existing driveway and retaining wall, and desires to construct proposed rock spillway and retaining wall improvements (collectively “Improvements”) located on

the Subject Property and which encroach on the City's Easement Areas as depicted on the sketch attached hereto as Exhibit "A".

**2. ENCROACHMENT AUTHORIZATION.** The City hereby approves the encroachment on its Easement Areas for the Improvements, subject to the conditions set forth in this Agreement. Further conditions of encroachment approval are as follows:

- The Improvements located on the Subject Property must not impact or increase water drainage on the abutting properties or cause any adverse drainage patterns or erosion to the abutting properties.
- Owner will be responsible for repair, replacement and maintenance of the Improvements.
- The Owner, its, successors and assigns, are fully responsible and liable for any and all damage caused to the Improvements because of it being constructed in the City's Easement Areas.
- The City shall have no responsibility to maintain or repair the Improvements located on the Subject Property or encroaching into the Easement Areas.

Further, Owner agrees that the Improvements shall be constructed consistent with all applicable federal, state and local laws and regulations.

**3. HOLD HARMLESS AND INDEMNITY.** In consideration of being allowed to encroach in the Easement Areas, the Owner, for herself, her heirs and assigns, hereby agrees to indemnify and hold the City harmless from any damage caused to the Subject Property, including the Improvements located in the Easement Areas, caused in whole or in part by the encroachment into the Easement Areas.

**4. TERMINATION OF AGREEMENT.** The City may, at its sole discretion, terminate this agreement at any time if the City needs to occupy the Easement Areas by giving the then owner of the Subject Property thirty (30) day advance written notice. The owner of the Subject Property may be required to remove the Improvements if it is deemed necessary by the City in order to exercise the purpose of the Easement Areas. If the owner fails to do so, the City may remove the Improvements and charge the cost of removal back to the owner for reimbursement. No notice under





**EXHIBIT "A"**

DRAFT

**AGENDA ITEM**



**Item No.:** 7

**Date:** January 8, 2024

**Title:** Truck Replacement with Related Components

**Presenter:** DJ Goman  
Public Works Superintendent

**Section:** Consent Agenda

1. **Purpose:**

To replace unit 710 a 2012 pick up truck with over 85,000 miles, with a 2023 extended cap pick up truck with service body to service the residents and business more effectively then our our current 710.

2. **Background:**

710 is a pick up truck used in water and sewer department. The body is rusted and has over 85,000 miles and used daily to support water and sewer operations.

3. **Summary:**

The city received quotes, listed below, for new chassis, service body from Boyer Ford and Crystal truck equipment. Both companies have to order items with extended lead times. Morrie's buffalo ford has the truck and body in stock for immediate delivery.

4. **Options:**

Continue daily use and delay replacement and have higher operating and maintenance costs.

5. **Cost:**

<u>Company</u>	<u>Model / Description</u>	<u>Cost</u>
Boyer Ford (chassis only)	2024 Ford F350 Chassis	\$ 55,100.00
Crystal truck equipment	Service Body and related components	\$ 27,094.00
Morrie's Buffalo Ford	Chassis and service body complete	\$ 72,737.44
<b>Morrie's Buffalo Ford</b>	<b>Unit 710 Total</b>	<b>\$ 72,737.44</b>

6. **Funding:**

This replacement will be funded through the equipment fund. This replacement was identified in the 2024 Capital Improvement Plan (CIP) for \$75,000.

7. **Staff Recommendation:**

I recommend that the council accept the quote from Morrie's Buffalo Ford for \$ 72,737.44

**COUNCIL ACTION REQUESTED**

Motion to approve quote from Morrie's Buffalo Ford for the replacement of unit 710 for a total of \$72,737.44



## AGENDA ITEM



**Item No.:** 8

**Date:** January 8, 2024

---

**Title:** Lurton Park Parking Lot Expansion Design (24-026)

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**Presenter:** Adam Edwards

**Section:** Consent Agenda

City Administrator / Engineer

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1. **Purpose:**

The purpose of the council action is to authorized the design for a parking lot expansion project for Lurton Dog Park.

2. **Background:**

The Lurton Dog Park continues to see heavy use and the parking lot is not able to meet the demand. When the parking lot is full, many cars park along Wayzata Blvd which creates unnecessary danger to users of the park.

3. **Scope:**

- a. The project scope of work includes the expansion of the current parking lot for an additional 10-11 parking places and adjustment of the fence line.
- b. The design scope of work consists of layout and preparation of a site plan, estimated quantities and MCWD permitting documents.

4. **Cost:**

- a. The project is estimated to cost \$52,000 for construction.
- b. The estimated cost for design and permitting work is \$9720.

5. **Funding:**

The project will be funded by the Lurton Park Fund. The fund has a balance of \$98,850.

6. **Staff Recommendation:**

I recommend council authorize the design for the Lurton Park Parking Lot expansion project

### COUNCIL ACTION REQUESTED

Move to authorize the design of the Lurton Park Parking Lot expansion project.

## AGENDA ITEM



**Item No.:** 9

**Date:** January 8, 2024

---

**Title:** 2024 Sanitary Sewer Rehabilitation (CIPP) Design (24-014)

---

**Presenter:** Adam Edwards

**Section:** Consent Agenda

City Administrator / Engineer

---

1. **Purpose:**

The purpose of this action item is to gain council approval to commence the planning and engineering of the 2024 Sanitary Sewer Improvements Project.

2. **Background:**

Since 2005, MCES has identified Orono as one of the communities who contribute excessive Inflow and Infiltration (I & I). The City has been executing a sanitary sewer rehabilitation project annually to reduce I&I. Each year the City works to identify inflow and infiltration points within the sanitary sewer system through our annual inspection program. These inspections then inform our rehabilitation efforts for the upcoming years.

3. **Scope:**

- a. **Project Scope of Work.** This Sanitary Sewer Rehabilitation project will consist of Cured in Place Pipe (CIPP) lining of infiltration susceptible sanitary sewer pipes. The purpose of the project is to reduce Inflow and Infiltration (I&I) into the sanitary sewer systems and extend the life to the existing pipes.
- b. **Design and Engineering Scopes of Work.** Planning and engineering will consist of reviewing televiewing, preparation of plans and specification and solicitation of bids. Proposal at Exhibit A

4. **Cost:**

BMI provide a not to exceed cost of \$ 24,900 for design work.

5. **Funding:**

The design and engineering as well as the construction of the project will come from the Sanitary Sewer Fund. The 2024 CIP budgeted \$300,000 for the project. The projected 2024 end of year balance for the fund is \$671,171.

6. **Staff Recommendation:**

I recommend approval of the proposals from Bolton and Menk and that Council authorize staff to begin design and planning for these projects.

### COUNCIL ACTION REQUESTED

Move to direct the City Engineer to move forward with planning for the 2024 Sanitary Sewer Rehabilitation Project and accept the Bolton and Menk's proposal for design and engineering of the same.

### Exhibits

[A - Fee Estimate - 2024 Sewer Improvements.pdf](#)



**BOLTON  
& MENK**

Real People. Real Solutions.

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Chaska, MN 55318-1172

Ph: (952) 448-8838  
Fax: (952) 448-8805  
Bolton-Menk.com

October 24, 2023

City of Orono  
Attn: Adam Edwards  
P.O. Box 66  
Orono, MN 55323

RE: 2024 Sanitary Sewer Rehabilitation Project

Dear Adam:

As requested, we have prepared a fee estimate for engineering design services related to the 2024 Sanitary Sewer Rehabilitation Project. It is our understanding that the scope of the project will include cured in place sewer lining.

Our scope of services for this project will include the following:

- Reviewing televising information
- Preparation of Plans and Specifications based on aerial photos and City record plan information
- Bidding assistance and award recommendations

Based on the above-mentioned scope of work, we propose a not-to-exceed fee of **\$24,900**. Upon request, a fee estimate for construction related services will be provided prior to awarding the project.

Please contact me if you have questions or need additional information.

Sincerely,

**Bolton & Menk, Inc.**

**David P. Martini, P.E.**  
Senior Principal Engineer

**AGENDA ITEM**



**Item No.:** 10

**Date:** January 8, 2024

---

**Title:** Tonkawa Forcemain Change Order #3 (22-021)

---

**Presenter:** Adam Edwards

**Section:** Consent Agenda

City Administrator / Engineer

---

1. **Purpose:**

The purpose of this council action is to formally approve Change order #3 for the Tonkawa Forcemain Project.

2. **Background:**

In January of 2022 Council approved the design of the Tonkawa Force Main replacement project. The project was awarded on July 10, 2023 to Bituminous Roadways, Inc. change Orders 1 and 2 were approved in September of 2023. During the work around the force main it was determined that site conditions warranted a long term fix for the site that included stormwater/ drainage improvements. The work was substantially completed in November. Punch list and final restorations will be completed in the early summer.

3. **Scope:**

The Scope of Work for change order #3 includes additional work required to repave and improve the site drainage of the access way to lift station #29

4. **Cost:**

Change order #3 costs \$14,624.00

5. **Funding:**

Funding is provided by the Sewer Fund.

6. **Staff Recommendation:**

I recommend approval. The work has been completed as proposed.

**COUNCIL ACTION REQUESTED**

Motion to approve change order #3 for the Tonkawa Forcemain Replacement Project in an amount of \$14,624

**Exhibits**

[A - Change Order #3 - Lift Station 29 Driveway Enhancements\\_Signed](#)

**CHANGE ORDER FORM**

**NO.: 3**

Owner:	City of Orono	Owner's Project No.:	
Engineer:	Mark Onken	Engineer's Project No.:	0C1.126637
		Contractor's Project	
Contractor:	Bituminous Roadways	No.:	
Project:	2023 Tonkawa Forcemain Improvements		
Contract Name:	2023 Tonkawa Forcemain Improvements		
		Effective Date of Change	
Date Issued:	2023-11-20	Order:	2023-11-20

The Contract is modified as follows upon execution of this Change Order:

Description:

- The City of Orono is requesting enhancements be made to their existing Lift Station 29 Driveway.
- The Engineer has determined the Contract needs to be revised.
- These enhancements include full removal of the driveway and installation of a field stone swale along the south side of the driveway to protect from erosion, tying into existing rip rap swale, and regrading existing side slopes to ensure proper site drainage.
- The contractor has agreed to complete the work at the unit price schedule shared below.
- No adjustment has been made to Contract Time, Milestones, or completion dates

**ESTIMATE OF COST**

- Mobilization – 1 Each (\$845.00)
- Common Excavation & Misc. Grading – 36 Cubic Yards @ \$83.50/CY (\$3,006.00)
- Furnish and Install 4"-6" Field Stone – 14 TON @ \$144.00/TON (\$2,016.00)
- Bituminous Driveway Patch – 139 SY @ \$63.00 (\$8,757.00)

Attachments:



## AGENDA ITEM



**Item No.:** 11

**Date:** January 8, 2024

---

**Title:** ArcGIS Online Upgrade Proposal (24-036)

---

**Presenter:** Adam Edwards

**Section:** Consent Agenda

City Administrator / Engineer

---

1. **Purpose:**

The purpose of this council action is to approve the implementation of the ArcGIS Online Upgrade Project.

2. **Background:**

The current online Graphical Information System (GIS) platform has technical limitations and is being phased out. Migration to the ArcGIS Online platform will provide the city with a cloud-based GIS platform that enables real-time GPS collection and public facing application options. ArcGIS Online is an ideal platform for a multi-agency editing scenario, it will allow city staff as well as our GIS staff to share in data editing. It will also allow for the city to deploy new applications and solutions intended for public consumption and targeted department data collection. Some examples of the public applications may include Story Maps, Citizen Problem Reporting, Lead Service Line Inventory and other web-based viewing applications.

3. **Summary:**

This project will see the city's GIS data moved to a new ArcGIS online platform that is fully supported by ESRI . The new system will allow for both staff facing and public facing portals.

4. **Scope:**

This project consists of the implementation, data migration and application building for the city's online GIS portal. A more detailed scope can be found at Exhibit A.

5. **Cost:**

Bolton and Menk, our GIS management consultant, provided a proposal to complete the work for a fee not to exceed \$25,000.

6. **Funding:**

The project will be funded by the IT Fund. The 2024 Capital Improvement Plan allocated \$25,000 for the project.

7. **Staff Recommendation:**

I recommend approval of the project and acceptance of the proposal from Bolton and Menk.

### COUNCIL ACTION REQUESTED

Motion to approve the ArcGIS Online Upgrade Project (24-036) and accept the proposal for Bolton and Menk for a fee of \$25,000.

#### Exhibits

[A - Orono\\_AGOL\\_Migration.pdf](#)



Real People. Real Solutions.

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Bolton-Menk.com

June 22, 2023

Adam Edwards, P.E.  
City Administrator / City Engineer  
2750 Kelley Parkway  
Orono, MN 55356

RE: ArcGIS Online Implementation & Management  
City of Orono, MN

Dear Mr. Edwards,

Bolton & Menk is pleased to submit the following proposal for ArcGIS Online Implementation & Management. As you know, Bolton & Menk has the experience and qualifications to provide this service to you. Our proposal outlines the tasks necessary to complete this implementation and migration.

### **Project Understanding**

Bolton & Menk has provided a hosted web-based GIS application to the City of Orono since 2012. This Bolton & Menk hosted site has seen consistent and evolving use by city staff. However, there are limitations to this technology as it is single-application focused and not ideal for all use cases. Based on a wide range of factors, Bolton & Menk is recommending a migration to the ArcGIS Online platform. This will provide the city with a cloud-based GIS platform that enables real-time GPS collection and public facing application options.

The ArcGIS Online cloud-based platform will allow Bolton & Menk to continue managing the city's GIS data and applications. ArcGIS Online is an ideal platform for a multi-agency editing scenario, it will allow city staff as well as our GIS staff to share in data editing. It will also allow for the city to deploy new applications and solutions intended for public consumption and targeted department data collection. Some examples of the public applications may include Story Maps, Citizen Problem Reporting, Lead Service Line Inventory and other web-based viewing applications. Once the full migration to ArcGIS Online is complete, Bolton & Menk will retire the current hosted web-based GIS viewers.

### **Task 1 – ArcGIS Online Implementation**

The City of Orono currently leverages ArcGIS Online for use with Cartegraph, GPS Collections, Citizen Problem Reporter, and other use cases. Within this task, we will customize the existing ArcGIS Online deployment and facilitate the setup of additional users and security roles. The city will provide a list of users and roles for who will have access. Our GIS staff will initiate the creation of organizational groups in which content and apps can be managed. We will also provide installation media and credentials to all initial ArcGIS Pro desktop users. This will include the connection to the Orono ArcGIS Online Organization.

Name: Mr. Adam Edwards

Date: June 22, 2023

Page: 2

It is recommended that the city consult with Bolton & Menk on the total amount of license types that the city will require. All ArcGIS Online licensing fees will be paid annually to Esri. Current user types are listed below:

**GIS Professional Basic** (Advanced User/Administrator) - \$765 annually

**Creator** (Administrator) - \$550 annually

**Mobile Worker** (Field Apps) - \$385 annually

**Editor** - \$220 annually

**Viewer** - \$110 annually

### **Task 2 – Existing Data Migration**

Bolton & Menk will review and inventory all existing GIS data layers currently used by the City of Orono. We will work to compile this information for migration to hosted feature layers within the ArcGIS Online environment. Bolton & Menk will migrate all GIS Data layers that are currently in the hosted web GIS application.

### **Task 3 – ArcGIS Web App Builder Deployment – Internal Apps**

Bolton & Menk GIS staff will help the City of Orono operationalize their GIS mapping by building web-based mapping applications for use on any device. Our GIS staff will coordinate the development of ArcGIS Web App Builder applications for use by city staff. These web-based mapping applications will contain viewing access to all GIS layers in the current hosted web GIS application and will replace the current Bolton & Menk hosted mapping application. The initial applications to be created will include a utilities application, a parks application, a public safety application, and a community development application. Additional applications can be created outside the scope of this project as requested.

Bolton & Menk will create editable maps for use in Field Maps. There will be a separate editing map for Sanitary and Water, Storm and Streets, and Parks. These web maps will be set up to facilitate GPS data collection on approved devices.

Bolton & Menk staff will create an internal Hub site for use by City staff. This site will provide quick and easy access to all of the city's internal and external web applications. All applications that are created will be included on this site.

Once finalized, Bolton & Menk will schedule a training session with designated City of Orono staff. The training session lasts approximately two hours and will be accompanied by a reference guide. This training will be hosted at a location specified by the city. Our GIS staff will be available for any technical questions following the staff training.

### **Task 4 – ArcGIS Web App Builder Deployment – Public Facing Apps**

Bolton & Menk will create public facing web-based mapping applications for use on any device. We will coordinate with City of Orono staff to determine what information to include in these applications. Initial applications to be created will include zoning, parks, and current developments/projects.

Name: Mr. Adam Edwards

Date: June 22, 2023

Page: 3

Bolton & Menk staff will create a public facing Hub site to be linked from the city's website. This site will provide quick and easy access to all of the city's external, public-facing applications. All public-facing applications that are created will be included on this site.

#### **Task 5 – Backup Manager for ArcGIS Online Implementation**

Bolton & Menk will facilitate the implementation of Backup Manager for ArcGIS Online within the City of Orono's ArcGIS Online organization. Backup Manager provides the ability to backup your web maps and hosted feature services in a secondary cloud environment, separate from ESRI's ArcGIS Online cloud storage. This will provide the City of Orono data recovery options in the event of a deletion or data error.

Backup Manager for ArcGIS Online is a third-party solution provided by North Point Geographic Solutions and all licensing fees will be paid directly to North Point Geographic Solutions. Current rates are based on maximum backup storage and are listed below:

**Up to 5GB:** \$689 annually

**Up to 500GB:** \$1,149 annually

**Up to 2TB:** \$1,725 annually

#### **Estimated Project Cost**

Compensation for this project is based on estimates provided by resellers and our hourly rates. All software purchases will be made by City of Orono directly through Esri. Any additional professional GIS support requested by the City of Orono and outside the scope of this proposal will be performed at our regular hourly fee schedule.

<b>Task 1 – ArcGIS Online Implementation</b>	<b>\$1,700.00</b>
<b>Task 2 – Existing Data Migration</b>	<b>\$6,200.00</b>
<b>Task 3 – ArcGIS Web App Builder Deployment – Internal Apps</b>	<b>\$9,800.00</b>
<b>Task 4 – ArcGIS Web App Builder Deployment – External Apps</b>	<b>\$5,400.00</b>
<b>Task 5 – Backup Manager for ArcGIS Online Implementation</b>	<b>\$1,700.00</b>
<b>Total Cost</b>	<b>\$24,800.00</b>

We appreciate the opportunity to provide you with this proposal for services. We expect that this project will require up to 12 weeks for full completion. If you have any questions or comments regarding this proposal, please feel free to call me at 612-242-0962.

Sincerely,

**Bolton & Menk, Inc.**



**David Malm, GISP**  
GIS Project Manager

Cc: David P. Martini P.E., Principal Engineer

**AGENDA ITEM**



**Item No.:** 12

**Date:** January 8, 2024

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**Title:** Presentation by Bolton and Menk, Consulting Engineers

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**Presenter:** Adam Edwards

**Section:** Presentations

City Administrator / Engineer

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1. **Purpose:**

The purpose of this items is for the city's consulting Engineering Firm, Bolton and Menk, to provide the council an update.

2. **Staff Recommendation:**

Staff recommends inclusion of this item on the agenda.

**COUNCIL ACTION REQUESTED**

Informational - No formal action required

## AGENDA ITEM



**Item No.:** 13

**Date:** January 8, 2024

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**Title:** Authorization to Hire Paid-On-Call Firefighter

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**Presenter:** James Van Eyll  
Fire Chief

**Section:** Public Safety Report

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1. **Purpose:**

The purpose of this action item is to gain approval to hire Paid-On-Call Firefighters.

2. **Background:**

The Orono Fire Department is currently seeking paid-on-call firefighters to cover our Station 2 call area.

The selection process for the position involved advertising the position, application screening, and an interview. The interview was conducted by the Fire Chief. The applicant must successfully complete a Psychological Exam, a Physical (Pre-employment medical) exam and a probationary period. All applicants will have to pass a background check performed by the Orono Police Department. If the applicant is serving as a firefighter covering the City of Orono, then we waved the psychological and physical exams.

3. **Recommended Candidate:**

Chris Adams has experience as a firefighter with another department. He has passed Firefighter 1 and 2 and EMT.

Chris is excited to become charter members of the Orono Fire Department and he looks forward to creating the best department and relief association.

4. **Recommended Compensation:**

I recommend Chris Adams, with 15 years serving Orono, for a conditional job offer as paid-on-call firefighter with an effective start date of January 9, 2024 for firefighter training and other such duties will begin on January 9, 2024

- a. **Pay:** Starting rate of \$16.00/hour.
- b. **Benefits:** Relief Association to be determined
- c. **Conditions:** Passing background check

### COUNCIL ACTION REQUESTED

Motion to approve the conditional job offers to Chris Adams as a paid-on-call firefighter at the rate of \$16.00 per hour with a start date of January 9, 2024.

**AGENDA ITEM**



**Item No.:** 14

**Date:** January 8, 2024

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**Title:** Authorization to Hire Part-Time Firefighters

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**Presenter:** James Van Eyll  
Fire Chief

**Section:** Public Safety Report

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1. **Purpose:**

The purpose of this action item is to gain approval to hire Part Time Firefighter for Weekday Daytime Duty Crew.

2. **Background:**

The Orono Fire Department is currently seeking part time firefighters for our weekday daytime duty crew to cover our Station 2 call area.

The selection process for the position involved advertising the position, application screening, and an interview. The interview was conducted by the Fire Chief and other city employees. The applicant must successfully complete a Psychological Exam, a Physical (Pre-employment medical) exam and a probationary period. All applicants will have to pass a background check performed by the Orono Police Department.

3. **Recommended Candidate:**

John Jackson, Jason Huber and Tom Flermoen are experienced firefighters with other departments. Tom Flermoen has 9-years’ experience and is Firefighter I and II along with EMT. Jason Huber has 5-years’ experience and is Firefighter I and II along with EMT. John Jackson has 5-years’ experience and is Firefighter I and II along with EMR.

They all are excited to become charter members of the Orono Fire Department and look forward to creating the best department.

4. **Recommended Compensation:**

I recommend John Jackson, Jason Huber and Tom Flermoen conditional job offers as part time firefighters with an effective start date of January 9, 2024 for firefighter training and other such duties will be beginning on January 9, 2024

- a. **Pay.** Starting rate of \$20.00/hour.
- b. **Benefits:** Police and Fire PERA
- c. **Conditions:** Passing a physical exam, psychological exam and probationary period

**COUNCIL ACTION REQUESTED**

Motion to approve the conditional job offer to John Jackson, Jason Huber and Tom Flermoen as part time firefighters at the rate of \$20.00 per hour with a start date of January 9, 2024.

## AGENDA ITEM



**Item No.:** 15

**Date:** January 8, 2024

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**Title:** Council Committee Reports - HR/Org Committee

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**Presenter:** Adam Edwards

**Section:** Council Committee Reports

City Administrator / Engineer

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1. **Purpose:**

The purpose of the agenda item is for the Orono council members to update one another on recent council committee meetings.

2. **Last Meeting:**

The Human Resources/ Organization Committee met on January 2, 2024 with the following agenda:

1. **Old Business.** Last meeting 19 September 2023

A. Policy Items

- i. City plans to be compliant with State changes to sick leave. Effective in 2024.
- ii. Personnel Policy updates to incorporate recent legislation. – Updated, 11 Dec 23

B. Organizational Initiatives

- i. Job description/ duties change for Parks and Facilities Superintendent- Complete, 13 Nov 23
- ii. Custodial services Job Description change from PT to FT.- Complete, Hired 11 Dec 23.
- iii. Finance Director Transition Planning. – New FD starts in January.

2. **New Business.**

A. Organizational Initiatives

- i. Reorganization of Fleet. Add Lead Mechanic/Maintenance Supervisor Position.
- ii. Golf Course Superintendent Job Description / Title change
- iii. Clubhouse Manager / Events Coordinator / change from PT to FT
- iv. IT Services structure. Discuss need for IT management function inhouse.

B. Recruiting and retention

- i. Police Recruiting Grant Participation

3. **Members:**

A. **Council Members.** Denny Walsh & Alisa Benson

B. **City Staff Members.** Adam Edwards and Anne Hentges. Also present were Josh Lemons, DJ Goman and Tony Wittke.

### COUNCIL ACTION REQUESTED

Discussion Item - no formal action required.