



## CITY OF ANNANDALE COUNCIL MEETING AGENDA

Meeting #1  
Regular Meeting  
City Council Chambers

January 16, 2024  
6:30 P.M.

Mayor: Shelly Jonas  
Councilmember's: Matthew Wuollet  
Corey Czycalla  
Tina Honsey  
JT Grundy

For those who would like to view or listen to the public meeting, there are two options:

Online: <https://us02web.zoom.us/j/84488972468?pwd=ekRBQnZ3Zkp2b3RpRDg4K1VidDNtUT09>

Or Telephone: 646-931-3860  
Webinar ID: 844 8897 2468  
Passcode: 150878

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1. CALL TO ORDER/ROLL CALL/ADOPT AGENDA
2. APPROVAL OF [MINUTES](#)
3. VISITOR'S
4. PUBLIC HEARING
5. OPEN FORUM
6. CONSENT AGENDA
  - A. [Approve Auditing Claims](#)
  - B. [Approve Departments Reports](#)
  - C. [Approve Employment Anniversaries](#)
  - D. [Approve Resolution Approving Annual Appointments](#)
  - E. [Approve Resolution Approving Fire Appointments](#)
  - F. [Approve Council Committees](#)
  - G. [Approve Annual Council Workshop](#)
  - H. [Approve Resolution Appointing FT Officer](#)
  - I. [Approve Resolution Appointing PT Officer](#)
  - J. [Approve Resolution PERA](#)
  - K. [Approve Amendments to City Hall Rental Agreement](#)
  - L. [Approve Resolution Appointing Election Judges](#)
  - M. [Approve Resolution Accepting Donations](#)
  - N. [Approve Massage License](#)
  - O. [Acknowledge THC Registration](#)

(See Reverse Side for Additional Agenda Items)

**7. REMOVED CONSENT ITEMS**

**8. UNFINISHED BUSINESS**

**9. NEW BUSINESS**

- A. [Consider Zoning Text Amendment- Cannabis Licensing](#)
- B. [Consider Proposal for K-9 Program](#)
- C. [Resolution Authorizing Purchase of Products and Services](#)

**10. MAYOR/COUNCIL REPORTS**

**11. ADJOURNMENT**

**MINUTES**  
**ANNANDALE CITY COUNCIL**  
**December 11, 2023**

**CALL TO ORDER/ROLL CALL:** The City Council of Annandale, Minnesota met for a regular meeting on December 11, 2023 at 6:30 p.m. at the City Hall Council Chambers. Mayor Jonas called the meeting to order at 6:30 p.m.

City Council Present: Jonas, Honsey, Grundy, Czycalla, Wuollet. City Council members absent None. Also, present were Administrator Hinnenkamp, Community Development Director Jacob Thunander, Public Works Director Joe Haller, Assistant City Engineer Nick Peterson, Police Chief Pete Standafer, Fire Chief Kris Townsend, members of the public and the Annandale Advocate.

**SET AGENDA:** Staff requested the following item added under Consent- Item M, Lawful Gambling Application. A motion was made by Honsey and seconded by Czycalla to approve the agenda as amended. The motion carried unanimously.

All motions are approved unanimously unless otherwise noted.

**MINUTES:** A motion was made by Czycalla and seconded by Honsey to approve the minutes of November 13, 2023 meeting as presented.

**VISITORS: NONE**

**PUBLIC HEARINGS:**

**2024 Improvement Project Hearing- Resolution 23-73 Ordering Improvement and Authorizing Plans and Specifications-** Asst City Engineer Nick Peterson presented the report. Mayor Jonas opened the Hearing. The following individuals provided comment:

- Laura Cheney- 250 Highland Street. Expressed concern with the amount of the assessment and with the snow removal of the new sidewalk. She expressed concern with the grade and inquired about the mailboxes.
- Lisa Tri- 12 Willow Drive- Inquired about how the end of the street would be handled. Peterson said the improvements would go back to the way they exist today. She asked about the assessment process. She requested the Council consider a dead-end sign. She questioned the water improvements and whether it would include the service lines. Peterson explained the service lines are replaced to the property lines.
- Bill McGinnis- 301 Highland Street- Asked when the first payment would be due. Hinnenkamp explained the assessment timeline would likely be due in payable of 2025.
- Robb Mills- 301 Harrison Street. Asked about the sewer/water assessment if it applied.
- Clint Olson- 35 Willow Dr W- Inquired about the assessment to Bruggemann property.
- 411 Highland Street- Commented on the heavy equipment from the Triplett Farms work.

Mayor Jonas closed the hearing at 7:05pm. A motion was made by Czycalla and seconded by Honsey to approve Resolution 23-73 as presented. **ROLL CALL:** Ayes: Honsey, Czycalla, Wuollet, Grundy, Jonas. Nays: None. Absent: None. Abstain: None. Resolution 23-73 adopted on a 5-aye, 0-nay, 0-absent, 0-abstain vote.

**Resolution 23-74 Adopting 2024 Budget for Levy for Taxes Payable 2024-** Mayor Jonas opened the hearing at 7:06pm. After hearing no input from the public, the meeting was reopened.

A motion was made by Honsey and seconded by Wuollet to approve Resolution 23-74 as presented. ROLL CALL: Ayes: Honsey, Czycalla, Wuollet, Grundy, Jonas. Nays: None. Absent: None. Abstain: None. Resolution 23-73 adopted on a 5-aye, 0-nay, 0-absent, 0-abstain vote.

**Ordinance 413 Adopting Fee Amendments-** Mayor Jonas opened the public hearing at 7:08pm. After hearing no input from the public, Mayor Jonas closed the public hearing. Hinnenkamp recommended the THC Fee be changed to \$250. A motion was made by Czycalla and seconded by Wuollet to adopt Ordinance 413 as amended.

#### **OPEN FORUM:**

**Resident Quandt-** Council Acknowledged input.

**Best Buds of Annandale-** Provided a presentation regarding their interest in amending the zoning to reduce the setback to a school and park. The Council reviewed the information and stated they needed more information to make a decision.

#### **CONSENT AGENDA:**

Council removed items G the consent agenda for additional discussion. A motion was made by Grundy and seconded by Honsey, to approve the Consent Agenda as amended.

- A. Approve Auditing Claims
- B. Approve Departments Reports
- C. Approve Replacement of Carpet- Library
- D. Approve Resolution 23-75 Summary Ordinance- Park Commission
- E. Approve Resolution 23-76 Summary Ordinance- Cannabis
- F. Approve Resolution 23-77 Approving Tobacco License
- ~~G. Approve 2024 Meeting Dates~~
- H. Approve Board of Review Date
- I. Approve Door Replacement- Water Treatment Plant
- J. Approve Combination of City Parcels
- K. Approve Appointment of Firefighter Huikko
- L. Lake John Utility Extension Pay App

#### **REMOVED CONSENT ITEMS: NONE**

- A. **Approve 2024 Meeting Dates-** amended to move January meeting to 1/16/24, Change the March/August PZ Meetings due to the elections and move November meeting to 11/12/24 due to Veteran's Day. A motion as made by Honsey and seconded by Czycalla to approve the Meetings dates as amended.

#### **UNFINISHED BUSINESS:**

#### **NEW BUSINESS:**

**Review proposed Ordinance 414 regulating Housing Maintenance-** Thunander presented the report. The council directed staff to work with a committee- Jonas and Czycalla and bring them back for future consideration.

**Review Ordinance 415 Amendment- Regulation of Animals-** A motion was made by Grundy and seconded by Wuollet to adopt Ordinance 415 as presented.



**Consider Annexation Petition- Shores of Lake John-** A motion was made by Honsey and seconded by Czycalla to accept the petition as presented. Staff will meet with Southside Township.

**Purchase Agreement with LEI-** A motion was made by Grundy and seconded by Honsey to approve the purchase agreement with LEI as presented.

**MAYOR/COUNCIL REPORTS:**

Grundy asked about the lights downtown at the crosswalks. Haller said he would look into it.

Czycalla asked about the letters to Southbrook. Staff provided an update.

Grundy asked about the next phase of the Business Park.

**ADJOURNMENT:**

Moved by Honsey and seconded by Grundy to adjourn. The meeting was adjourned at 8:48pm.

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Shelly Jonas, Mayor

ATTEST:

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Kelly Hinnenkamp, City Administrator



## City Council Agenda

January 16, 2024

**Agenda Section:** Consent

**Agenda No.** 6A

**Report From:** Kelly Hinnenkamp, Admin

**Agenda Item:** Auditing Claims

### Core Strategy:

- |  |  |
|--|--|
| <input type="checkbox"/> Inspire Community Engagement                  | <input type="checkbox"/> Provide Proactive Leadership    |
| <input checked="" type="checkbox"/> Increase Operational Effectiveness | <input type="checkbox"/> Ensure Safe/Well Kept Community |
| <input type="checkbox"/> Enhance Local Business Environment            | <input checked="" type="checkbox"/> Other: Compliance    |
| <input type="checkbox"/> Develop/Manage Strong Parks/Trails            |  |

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### Background

Attached is a copy of the Auditing Claims presented for approval for all claims paid or to be paid since the prior Council meeting.

### Recommended Action

Approve Auditing Claims

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### Attachments:

Auditing Claims

## Report Criteria:

Detail report.  
Invoices with totals above \$0 included.  
Paid and unpaid invoices included.  
Invoice Detail.GL Account = "001"-"699"

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
<b>A E D SMART MONITORING</b>								
5404	A E D SMART MONITORING	1189	AED MONITORING ANNUAL FE	11/30/2023	395.00	395.00	12/21/2023	
Total A E D SMART MONITORING:					395.00	395.00		
<b>A R ENGH</b>								
4648	A R ENGH	231639	LIBRARY FURNACE	12/07/2023	25,890.00	25,890.00	01/11/2024	
Total A R ENGH:					25,890.00	25,890.00		
<b>ALEX AIR APPARATUS 2 INC</b>								
65	ALEX AIR APPARATUS 2 INC	INV-48990	RESCUE 42 REPAIR	12/11/2023	128.28	128.28	12/29/2023	
Total ALEX AIR APPARATUS 2 INC:					128.28	128.28		
<b>ALLINA HEALTH SYSTEM</b>								
100	ALLINA HEALTH SYSTEM	CI00044721	MEDICAL EDUCATION	11/30/2023	530.21	530.21	12/29/2023	
100	ALLINA HEALTH SYSTEM	CI00044750	MEDICAL EDUCATION	11/30/2023	2,200.00	2,200.00	01/11/2024	
Total ALLINA HEALTH SYSTEM:					2,730.21	2,730.21		
<b>ANNANDALE AREA CHAMBER OF</b>								
190	ANNANDALE AREA CHAMBER	2350	2024 DUES	12/18/2023	235.00	235.00	01/11/2024	
Total ANNANDALE AREA CHAMBER OF:					235.00	235.00		
<b>ANNANDALE AUTO CARE LLC</b>								
188	ANNANDALE AUTO CARE LLC	124214	TIRES	12/28/2023	139.20	139.20	01/11/2024	
Total ANNANDALE AUTO CARE LLC:					139.20	139.20		
<b>ANNANDALE PARTS SUPPLY</b>								
192	ANNANDALE PARTS SUPPLY	127319917	PARTS	11/03/2023	9.56	9.56	12/15/2023	
192	ANNANDALE PARTS SUPPLY	127321157	AIR COMPRESSOR BUILDING	11/24/2023	21.47	21.47	12/21/2023	
192	ANNANDALE PARTS SUPPLY	127321332	TOOLS SMALL EQUIPMENT	11/28/2023	45.89	45.89	01/11/2024	
192	ANNANDALE PARTS SUPPLY	127321508	PARTS	11/30/2023	7.39	7.39	01/11/2024	
192	ANNANDALE PARTS SUPPLY	127321713	TRUCK REPAIR	12/04/2023	153.94	153.94	01/11/2024	
192	ANNANDALE PARTS SUPPLY	127321834	SUPPLIES	12/06/2023	28.79	28.79	01/11/2024	
192	ANNANDALE PARTS SUPPLY	127322002	SUPPLIES	12/08/2023	47.88	47.88	01/11/2024	
192	ANNANDALE PARTS SUPPLY	127322029	TOOLS SMALL EQUIPMENT	12/08/2023	45.89-	45.89-	01/11/2024	
192	ANNANDALE PARTS SUPPLY	127322255	SUPPLIES	12/12/2023	146.38	146.38	01/11/2024	
192	ANNANDALE PARTS SUPPLY	127322325	PARTS	12/13/2023	1.09	1.09	01/11/2024	
192	ANNANDALE PARTS SUPPLY	127322332	SUPPLIES	12/13/2023	29.97	29.97	01/11/2024	
192	ANNANDALE PARTS SUPPLY	127322397	PARTS	12/14/2023	113.04	113.04	01/11/2024	
192	ANNANDALE PARTS SUPPLY	127322481	PARTS	12/15/2023	31.70-	31.70-	01/11/2024	
192	ANNANDALE PARTS SUPPLY	127322498	TOOLS SMALL EQUIPMENT	12/15/2023	5.19	5.19	01/11/2024	
192	ANNANDALE PARTS SUPPLY	127322619	PARTS	12/18/2023	347.22	347.22	01/11/2024	
192	ANNANDALE PARTS SUPPLY	127322690	PARTS	12/19/2023	12.70-	12.70-	01/11/2024	
192	ANNANDALE PARTS SUPPLY	127322725	PARTS	12/19/2023	9.09	9.09	01/11/2024	
192	ANNANDALE PARTS SUPPLY	127322752	PARTS	12/20/2023	35.89	35.89	01/11/2024	
192	ANNANDALE PARTS SUPPLY	127322768	PARTS	12/20/2023	104.39	104.39	01/11/2024	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
192	ANNANDALE PARTS SUPPLY	127322892	PARTS	12/22/2023	86.59	86.59	01/11/2024	
Total ANNANDALE PARTS SUPPLY:					1,103.48	1,103.48		
<b>ANNANDALE-MAPLE LAKE</b>								
230	ANNANDALE-MAPLE LAKE	122923	SAC FEES - 1000 BUSINESS BL	12/29/2023	3,500.00	3,500.00	01/11/2024	
230	ANNANDALE-MAPLE LAKE	NOV23WWTP	FLOW- NOV	12/20/2023	49,518.00	49,518.00	12/21/2023	
Total ANNANDALE-MAPLE LAKE:					53,018.00	53,018.00		
<b>ARAMARK UNIFORM SERVICES</b>								
286	ARAMARK UNIFORM SERVICES	2530215686	WATER UNIFORMS	12/07/2023	61.67	61.67	12/29/2023	
286	ARAMARK UNIFORM SERVICES	2530218207	PW UNIFORMS	12/14/2023	61.67	61.67	01/11/2024	
286	ARAMARK UNIFORM SERVICES	2530220579	SEWER UNIFORMS	12/21/2023	144.09	144.09	01/11/2024	
286	ARAMARK UNIFORM SERVICES	2530223264	SEWER UNIFORMS	12/28/2023	71.22	71.22	01/11/2024	
286	ARAMARK UNIFORM SERVICES	2530225712	WATER UNIFORMS	01/04/2024	62.66	62.66	01/11/2024	
Total ARAMARK UNIFORM SERVICES:					401.31	401.31		
<b>ARNOLD'S OF KIMBALL</b>								
300	ARNOLD'S OF KIMBALL	P73088	PARTS	12/27/2023	17.50	17.50	01/11/2024	
Total ARNOLD'S OF KIMBALL:					17.50	17.50		
<b>AT&amp;T MOBILITY</b>								
5317	AT&T MOBILITY	287314070103	PW CELL PHONE	12/25/2023	89.04	89.04	01/11/2024	
5317	AT&T MOBILITY	287314070103	WATER CELL PHONE	12/25/2023	86.42	86.42	01/11/2024	
5317	AT&T MOBILITY	287314070103	WW CELL PHONE	12/25/2023	86.42	86.42	01/11/2024	
5317	AT&T MOBILITY	287314070103	PD CELL PHONE	12/25/2023	134.19	134.19	01/11/2024	
5317	AT&T MOBILITY	287314070103	FD IPAD	12/25/2023	38.23	38.23	01/11/2024	
5317	AT&T MOBILITY	287314070103	CITY CELL PHONE	12/25/2023	44.73	44.73	01/11/2024	
5317	AT&T MOBILITY	287314070103	AIR CARDS	12/25/2023	152.92	152.92	01/11/2024	
Total AT&T MOBILITY:					631.95	631.95		
<b>BADGER METER, INC.</b>								
380	BADGER METER, INC.	80146116	BEACON HOSTING SERVICE- S	12/28/2023	64.80	64.80	01/11/2024	
380	BADGER METER, INC.	80146116	BEACON HOSTING SERVICE- W	12/28/2023	64.80	64.80	01/11/2024	
Total BADGER METER, INC.:					129.60	129.60		
<b>BERGLUND BAUMGARTNER KIMBALL &amp; GLASER</b>								
5194	BERGLUND BAUMGARTNER KI	120623	BBKG PROSECUTION SERVICE	12/06/2023	1,939.59	1,939.59	01/11/2024	
Total BERGLUND BAUMGARTNER KIMBALL & GLASER:					1,939.59	1,939.59		
<b>BLUE CROSS BLUE SHIELD OF MN</b>								
5318	BLUE CROSS BLUE SHIELD OF	231201086329	INSURANCE	12/01/2023	67.73	67.73	12/15/2023	
5318	BLUE CROSS BLUE SHIELD OF	231229350621	INSURANCE	12/29/2023	67.73	67.73	01/11/2024	
Total BLUE CROSS BLUE SHIELD OF MN:					135.46	135.46		
<b>BOLTON &amp; MENK, INC</b>								
463	BOLTON & MENK, INC	326731	2020 IMPROVEMENT	12/15/2023	258.75	258.75	12/21/2023	
463	BOLTON & MENK, INC	326732	2024 IMPROVEMENT	12/15/2023	38,700.00	38,700.00	12/21/2023	
463	BOLTON & MENK, INC	326733	LAKE JOHN DEVELOPMENT	12/15/2023	1,377.00	1,377.00	12/21/2023	
463	BOLTON & MENK, INC	326735	PINTAIL APT 2	12/15/2023	104.00	104.00	12/21/2023	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
463	BOLTON & MENK, INC	326738	POPLAR LANE SOUTH	12/15/2023	3,388.00	3,388.00	12/21/2023	
463	BOLTON & MENK, INC	326739	PICKLE BALL COURTS	12/15/2023	5,114.00	5,114.00	12/21/2023	
463	BOLTON & MENK, INC	326741	SHORES OF LAKE JOHN	12/15/2023	472.50	472.50	12/21/2023	
463	BOLTON & MENK, INC	326743	HEMLOCK	12/15/2023	2,625.00	2,625.00	12/21/2023	
463	BOLTON & MENK, INC	326744	TH 55	12/15/2023	1,880.50	1,880.50	12/21/2023	
463	BOLTON & MENK, INC	326745	LAKE JOHN TRUNK UTILITIES	12/15/2023	1,069.00	1,069.00	12/21/2023	
Total BOLTON & MENK, INC:					54,988.75	54,988.75		
<b>BOND TRUST SERVICES CORP/33846</b>								
466	BOND TRUST SERVICES CORP/	83285	2008B - INTEREST	12/12/2023	2,165.63	2,165.63	12/21/2023	
466	BOND TRUST SERVICES CORP/	83285	2008B -PRINCIPAL	12/12/2023	105,000.00	105,000.00	12/21/2023	
Total BOND TRUST SERVICES CORP/33846:					107,165.63	107,165.63		
<b>BRAUN INTERTEC CORPORATION</b>								
501	BRAUN INTERTEC CORPORATI	B368877	TESTING- HEMLOCK	12/11/2023	2,146.00	2,146.00	12/21/2023	
Total BRAUN INTERTEC CORPORATION:					2,146.00	2,146.00		
<b>BREMER BANK, ATTN: CHAD FAUL</b>								
5167	BREMER BANK, ATTN: CHAD FA	FEB 24 BOND	D/S INTEREST - TIF 14 - 2019A	01/09/2024	12,318.75	12,318.75	01/11/2024	
5167	BREMER BANK, ATTN: CHAD FA	FEB 24 BOND	D/S PRINCIPAL - TIF 14 - 2019A	01/09/2024	35,000.00	35,000.00	01/11/2024	
Total BREMER BANK, ATTN: CHAD FAUL:					47,318.75	47,318.75		
<b>CENTER POINT ENERGY</b>								
2511	CENTER POINT ENERGY	DEC23-240 PL	HOCKEY RINK	12/13/2023	92.30	92.30	12/21/2023	
2511	CENTER POINT ENERGY	DEC23-30 CE	CITY HALL	12/13/2023	532.29	532.29	12/21/2023	
2511	CENTER POINT ENERGY	DEC23-330 OA	PAVILION	12/13/2023	74.86	74.86	12/21/2023	
2511	CENTER POINT ENERGY	DEC23-340 PO	FD	12/13/2023	526.15	526.15	12/21/2023	
2511	CENTER POINT ENERGY	DEC23-350 PO	OLD PW SHOP	12/13/2023	47.12	47.12	12/21/2023	
2511	CENTER POINT ENERGY	DEC23-541 AS	WTP	12/13/2023	615.04	615.04	12/21/2023	
2511	CENTER POINT ENERGY	DEC23-551 PO	TC	12/13/2023	71.45	71.45	12/21/2023	
2511	CENTER POINT ENERGY	DEC23-74 OA	74 OAK A3	12/13/2023	9.50	9.50	12/21/2023	
2511	CENTER POINT ENERGY	DEC23-74 OA	74 OAK A4	12/13/2023	9.50	9.50	12/21/2023	
2511	CENTER POINT ENERGY	DEC23-74 OA	74 OAK HSE	12/05/2023	9.50	9.50	12/21/2023	
Total CENTER POINT ENERGY:					1,987.71	1,987.71		
<b>CENTRA SOTA COOPERATIVE</b>								
646	CENTRA SOTA COOPERATIVE	6314241	FUEL - PW	12/11/2023	409.26	409.26	01/11/2024	
646	CENTRA SOTA COOPERATIVE	6314241	FUEL - STREETS	12/11/2023	142.35	142.35	01/11/2024	
646	CENTRA SOTA COOPERATIVE	6314241	FUEL - PARKS	12/11/2023	142.35	142.35	01/11/2024	
646	CENTRA SOTA COOPERATIVE	6314241	FUEL - WATER	12/11/2023	97.86	97.86	01/11/2024	
646	CENTRA SOTA COOPERATIVE	6314241	FUEL - SEWER	12/11/2023	97.87	97.87	01/11/2024	
646	CENTRA SOTA COOPERATIVE	6314242	FUEL - PW	12/11/2023	391.00	391.00	01/11/2024	
646	CENTRA SOTA COOPERATIVE	6314242	FUEL - STREETS	12/11/2023	136.00	136.00	01/11/2024	
646	CENTRA SOTA COOPERATIVE	6314242	FUEL - PARKS	12/11/2023	136.00	136.00	01/11/2024	
646	CENTRA SOTA COOPERATIVE	6314242	FUEL - WATER	12/11/2023	93.50	93.50	01/11/2024	
646	CENTRA SOTA COOPERATIVE	6314242	FUEL - SEWER	12/11/2023	93.49	93.49	01/11/2024	
Total CENTRA SOTA COOPERATIVE:					1,739.68	1,739.68		
<b>CENTRAL HYDRAULICS</b>								
613	CENTRAL HYDRAULICS	569166	MOTOR REPAIR	12/15/2023	435.60	435.60	01/11/2024	
613	CENTRAL HYDRAULICS	569207	MOTOR REPAIR	12/26/2023	504.52	504.52	01/11/2024	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total CENTRAL HYDRAULICS:					940.12	940.12		
<b>CITY OF BUFFALO</b>								
710	CITY OF BUFFALO	11/30/23 BILL	MONTHLY NET MOTION	11/30/2023	20.00	20.00	12/29/2023	
Total CITY OF BUFFALO:					20.00	20.00		
<b>CIVIC SYSTEMS, LLC</b>								
718	CIVIC SYSTEMS, LLC	CVC24052	1ST HALF CIVIC	12/19/2023	2,092.22	2,092.22	01/11/2024	
718	CIVIC SYSTEMS, LLC	CVC24052	1ST HALF CIVIC	12/19/2023	2,253.16	2,253.16	01/11/2024	
718	CIVIC SYSTEMS, LLC	CVC24052	1ST HALF CIVIC	12/19/2023	2,253.16	2,253.16	01/11/2024	
718	CIVIC SYSTEMS, LLC	CVC24052	1ST HALF CIVIC	12/19/2023	1,448.46	1,448.46	01/11/2024	
Total CIVIC SYSTEMS, LLC:					8,047.00	8,047.00		
<b>CLASSIC CLEANING COMPANY</b>								
4889	CLASSIC CLEANING COMPANY	35710	TC	12/18/2023	230.00	230.00	12/21/2023	
4889	CLASSIC CLEANING COMPANY	35711	CITY HALL-	12/18/2023	673.75	673.75	12/21/2023	
4889	CLASSIC CLEANING COMPANY	35711	PD-	12/18/2023	147.00	147.00	12/21/2023	
4889	CLASSIC CLEANING COMPANY	35711	LIBRARY-	12/18/2023	404.25	404.25	12/21/2023	
4889	CLASSIC CLEANING COMPANY	35712	FD	12/18/2023	245.00	245.00	12/21/2023	
Total CLASSIC CLEANING COMPANY:					1,700.00	1,700.00		
<b>COLONIAL LIFE &amp; ACCIDENT</b>								
810	COLONIAL LIFE & ACCIDENT	749242401014	INSURANCE	12/19/2023	474.70	474.70	12/21/2023	
Total COLONIAL LIFE & ACCIDENT:					474.70	474.70		
<b>CORINNA TOWNSHIP</b>								
887	CORINNA TOWNSHIP	102323	MAINTENANCE OF 70TH STRE	10/23/2023	6,000.00	6,000.00	01/11/2024	
Total CORINNA TOWNSHIP:					6,000.00	6,000.00		
<b>CRAIG RAPP LLC</b>								
5403	CRAIG RAPP LLC	CPG-AND-12.5	COMPASS TRAINING	12/05/2023	1,600.00	1,600.00	12/21/2023	
Total CRAIG RAPP LLC:					1,600.00	1,600.00		
<b>CUSTOMIZED FIRE RESCUE TRAININ</b>								
4768	CUSTOMIZED FIRE RESCUE TR	2552	LIVE BURN TRAINING	12/15/2023	1,800.00	1,800.00	01/11/2024	
Total CUSTOMIZED FIRE RESCUE TRAININ:					1,800.00	1,800.00		
<b>CWP ENTERPRISES INC</b>								
4769	CWP ENTERPRISES INC	11860	HYDROLIC COUPLER	12/05/2023	73.76	73.76	12/15/2023	
Total CWP ENTERPRISES INC:					73.76	73.76		
<b>DAIRYLAND POWER COOPERATIVE</b>								
5244	DAIRYLAND POWER COOPERA	INV000002197	MONTHLY BILLS- REFUSE 20%	12/28/2023	62.33	62.33	01/11/2024	
5244	DAIRYLAND POWER COOPERA	INV000002197	MONTHLY BILLS- SEWER 40%	12/28/2023	124.64	124.64	01/11/2024	
5244	DAIRYLAND POWER COOPERA	INV000002197	MONTHLY BILLS- WATER 40%	12/28/2023	124.64	124.64	01/11/2024	
5244	DAIRYLAND POWER COOPERA	INV000002221	MONTHLY BILLS- REFUSE 20%	01/03/2024	133.76	133.76	01/11/2024	
5244	DAIRYLAND POWER COOPERA	INV000002221	MONTHLY BILLS- SEWER 40%	01/03/2024	267.50	267.50	01/11/2024	
5244	DAIRYLAND POWER COOPERA	INV000002221	MONTHLY BILLS- WATER 40%	01/03/2024	267.50	267.50	01/11/2024	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total DAIRYLAND POWER COOPERATIVE:					980.37	980.37		
<b>DELTA DENTAL</b>								
4793	DELTA DENTAL	CNS00014214	INSURANCE	01/01/2024	1,808.34	1,808.34	12/21/2023	
Total DELTA DENTAL:					1,808.34	1,808.34		
<b>DEPUTY REGISTRAR #142</b>								
1010	DEPUTY REGISTRAR #142	2004 FORD	REGISTRATION FEES	12/15/2023	143.10	143.10	12/15/2023	
1010	DEPUTY REGISTRAR #142	24 FIRE TABS	LICESNE FEES	12/21/2023	20.25	20.25	12/21/2023	
1010	DEPUTY REGISTRAR #142	24 FIRE TABS	LICESNE FEES	12/21/2023	40.50	40.50	12/21/2023	
1010	DEPUTY REGISTRAR #142	24 FIRE TABS	LICESNE FEES	12/21/2023	20.25	20.25	12/21/2023	
1010	DEPUTY REGISTRAR #142	24 PW TABS 0	REGISTRATION FEES	12/21/2023	20.25	20.25	12/21/2023	
1010	DEPUTY REGISTRAR #142	24 PW TABS 0	LICESNE FEES	12/21/2023	20.25	20.25	12/21/2023	
1010	DEPUTY REGISTRAR #142	24 PW TABS 0	LICESNE FEES	12/21/2023	20.25	20.25	12/21/2023	
1010	DEPUTY REGISTRAR #142	24 PW TABS 1	LICESNE FEES	12/21/2023	20.25	20.25	12/21/2023	
1010	DEPUTY REGISTRAR #142	24 PW TABS 1	LICESNE FEES	12/21/2023	20.25	20.25	12/21/2023	
1010	DEPUTY REGISTRAR #142	24 PW TABS 2	LICESNE FEES	12/21/2023	20.25	20.25	12/21/2023	
1010	DEPUTY REGISTRAR #142	24 PW TABS 2	LICESNE FEES	12/21/2023	20.25	20.25	12/21/2023	
1010	DEPUTY REGISTRAR #142	24 PW TABS 2	LICESNE FEES	12/21/2023	20.25	20.25	12/21/2023	
1010	DEPUTY REGISTRAR #142	24 PW TABS 3	REGISTRATION FEES	12/21/2023	20.25	20.25	12/21/2023	
1010	DEPUTY REGISTRAR #142	24 PW TABS 3	LICESNE FEES	12/21/2023	20.25	20.25	12/21/2023	
1010	DEPUTY REGISTRAR #142	24 PW TABS 6	LICESNE FEES	12/21/2023	20.25	20.25	12/21/2023	
1010	DEPUTY REGISTRAR #142	24 PW TABS 7	LICESNE FEES	12/21/2023	20.25	20.25	12/21/2023	
1010	DEPUTY REGISTRAR #142	24 PW TABS 7	LICESNE FEES	12/21/2023	20.25	20.25	12/21/2023	
1010	DEPUTY REGISTRAR #142	24 PW TABS 7	REGISTRATION FEES	12/21/2023	20.25	20.25	12/21/2023	
1010	DEPUTY REGISTRAR #142	24 PW TABS 9	REGISTRATION FEES	12/21/2023	20.25	20.25	12/21/2023	
Total DEPUTY REGISTRAR #142:					527.85	527.85		
<b>DISPLAY SALES</b>								
1070	DISPLAY SALES	INV1850	BOWS	12/20/2023	1,147.30	1,147.30	01/11/2024	
Total DISPLAY SALES:					1,147.30	1,147.30		
<b>EARL F. ANDERSEN INC</b>								
170	EARL F. ANDERSEN INC	134924-IN	SINAGE	12/13/2023	132.65	132.65	12/29/2023	
170	EARL F. ANDERSEN INC	134976-IN	SINAGE	12/13/2023	59.35	59.35	12/29/2023	
Total EARL F. ANDERSEN INC:					192.00	192.00		
<b>EAST SIDE GLASS</b>								
4842	EAST SIDE GLASS	185766	CITY HALL COUNTER	12/21/2023	6,924.11	6,924.11	01/11/2024	
Total EAST SIDE GLASS:					6,924.11	6,924.11		
<b>ELAN FINANCIAL SERVICES</b>								
4743	ELAN FINANCIAL SERVICES	NOV 2023	COBORN'S EXPRESS BUFFA B	11/17/2023	100.76	100.76	12/14/2023	
4743	ELAN FINANCIAL SERVICES	NOV 2023	NTE 5405 ROGERS	11/17/2023	837.51	837.51	12/14/2023	
4743	ELAN FINANCIAL SERVICES	NOV 2023	SAMS CLUB #8183 320-253-	11/17/2023	335.98	335.98	12/14/2023	
4743	ELAN FINANCIAL SERVICES	NOV 2023	MILL CREEK INN BUFFALO	11/17/2023	17.48	17.48	12/14/2023	
4743	ELAN FINANCIAL SERVICES	NOV 2023	ZOOM.US 888-799-9666 WWW.	11/17/2023	60.12	60.12	12/14/2023	
4743	ELAN FINANCIAL SERVICES	NOV 2023	MICROSOFT*MICROSOFT 36 M	11/17/2023	7.50	7.50	12/14/2023	
4743	ELAN FINANCIAL SERVICES	NOV 2023	PAYPAL *ANNACHAMBER 402	11/17/2023	300.00	300.00	12/14/2023	
4743	ELAN FINANCIAL SERVICES	NOV 2023	AMZN MKTP US*TP0WU62Z1 A	11/17/2023	48.18	48.18	12/14/2023	
4743	ELAN FINANCIAL SERVICES	NOV 2023	USPS PO 2603000302 ANNAN	11/17/2023	12.45	12.45	12/14/2023	

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4743	ELAN FINANCIAL SERVICES	NOV 2023	AMZN MKTP US*SH5Y94293 AM	11/17/2023	101.08	101.08	12/14/2023	
4743	ELAN FINANCIAL SERVICES	NOV 2023	SPYTEC GPS INC. 877-212-7	11/17/2023	3.90	3.90	12/14/2023	
4743	ELAN FINANCIAL SERVICES	NOV 2023	RECONYX BILLING@R	11/17/2023	5.37	5.37	12/14/2023	
4743	ELAN FINANCIAL SERVICES	NOV 2023	TARGET.COM * 800-591-3	11/17/2023	42.94	42.94	12/14/2023	
4743	ELAN FINANCIAL SERVICES	NOV 2023	EAGLE ENGRAVING INC 630-3	11/17/2023	1,466.45	1,466.45	12/14/2023	
4743	ELAN FINANCIAL SERVICES	NOV 2023	FSP*ALEXANDRIA ARROWWO	11/17/2023	954.00	954.00	12/14/2023	
Total ELAN FINANCIAL SERVICES:					4,293.72	4,293.72		
<b>FASTENAL COMPANY</b>								
1338	FASTENAL COMPANY	MNMON14748	SUPPLIES	12/20/2023	32.16	32.16	01/11/2024	
1338	FASTENAL COMPANY	MNMON14770	PARTS	01/08/2024	215.43	215.43	01/11/2024	
Total FASTENAL COMPANY:					247.59	247.59		
<b>FEHN INDUSTRIES LLC</b>								
5386	FEHN INDUSTRIES LLC	237	LOADER PAINT	01/04/2024	9,478.60	9,478.60	01/11/2024	
Total FEHN INDUSTRIES LLC:					9,478.60	9,478.60		
<b>FINKEN WATER SOLUTIONS</b>								
1370	FINKEN WATER SOLUTIONS	90362TM	WATER	11/30/2023	80.20	80.20	12/21/2023	
Total FINKEN WATER SOLUTIONS:					80.20	80.20		
<b>FORCE AMERICA DISTRIBUTING LLC</b>								
5401	FORCE AMERICA DISTRIBUTIN	IN001-1787075	PARTS	12/20/2023	642.23	642.23	01/11/2024	
Total FORCE AMERICA DISTRIBUTING LLC:					642.23	642.23		
<b>GALLS LLC</b>								
1519	GALLS LLC	26262936	UNIFORM ALLOWANCE	11/14/2023	85.98	85.98	12/29/2023	
1519	GALLS LLC	26268596	UNIFORM ALLOWANCE	11/15/2023	10.73	10.73	12/29/2023	
1519	GALLS LLC	26268646	UNIFORM ALLOWANCE	11/15/2023	11.21	11.21	12/29/2023	
Total GALLS LLC:					107.92	107.92		
<b>GLUNZ, DAVID D</b>								
5103	GLUNZ, DAVID D	2023 SEXTON	2023 SEXTON FEES	01/01/2024	1,225.00	1,225.00	01/11/2024	
Total GLUNZ, DAVID D:					1,225.00	1,225.00		
<b>GOODIN COMPANY</b>								
1611	GOODIN COMPANY	5386105-00	PARTS	12/14/2023	268.24	268.24	12/29/2023	
Total GOODIN COMPANY:					268.24	268.24		
<b>GOPHER STATE ONE-CALL INC</b>								
1630	GOPHER STATE ONE-CALL INC	3120184	GOPHER STATE ONE CALL	12/31/2023	21.60	21.60	01/11/2024	
Total GOPHER STATE ONE-CALL INC:					21.60	21.60		
<b>GRAINGER INC, W W</b>								
1660	GRAINGER INC, W W	9924846018	FUSES	12/05/2023	74.80	74.80	12/21/2023	
1660	GRAINGER INC, W W	9928559732	PARTS	12/08/2023	438.80	438.80	12/29/2023	
1660	GRAINGER INC, W W	9928995977	LIGHTS	12/08/2023	136.00	136.00	12/29/2023	
1660	GRAINGER INC, W W	9932969265	SUPPLIES	12/12/2023	150.75	150.75	12/29/2023	



Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
1660	GRAINGER INC, W W	9942915076	SUPPLIES	12/21/2023	254.34	254.34	01/11/2024	
1660	GRAINGER INC, W W	9949913926	LIGHT BULBS	01/03/2024	328.80	328.80	01/11/2024	
1660	GRAINGER INC, W W	9953887644	SUPPLIES	01/05/2024	14.56	14.56	01/11/2024	
1660	GRAINGER INC, W W	9954039252	LIGHT BULBS	01/05/2024	171.00	171.00	01/11/2024	
1660	GRAINGER INC, W W	9954541422	SUPPLIES	01/08/2024	111.72	111.72	01/11/2024	
Total GRAINGER INC, W W:					1,680.77	1,680.77		
<b>HAAG, ROSE</b>								
5257	HAAG, ROSE	JAN2024	PAVILION CLEANING	01/05/2024	210.00	210.00	01/11/2024	
Total HAAG, ROSE:					210.00	210.00		
<b>HACH COMPANY</b>								
1690	HACH COMPANY	13839323	TEST KITS	12/05/2023	546.18	546.18	12/15/2023	
Total HACH COMPANY:					546.18	546.18		
<b>HOWARDS PLUMBING &amp; HEATING INC</b>								
1800	HOWARDS PLUMBING & HEATI	22026	WATER HEATER	12/21/2023	1,535.31	1,535.31	01/11/2024	
Total HOWARDS PLUMBING & HEATING INC:					1,535.31	1,535.31		
<b>INNOVATIVE OFFICE SOLUTIONS LLC</b>								
5296	INNOVATIVE OFFICE SOLUTION	IN4426754	PAPER	01/08/2024	275.94	275.94	01/11/2024	
5296	INNOVATIVE OFFICE SOLUTION	IN4426754	TOILET PAPER	01/08/2024	154.48	154.48	01/11/2024	
5296	INNOVATIVE OFFICE SOLUTION	IN4426754	TOWEL- TRI FOLD	01/08/2024	77.22	77.22	01/11/2024	
5296	INNOVATIVE OFFICE SOLUTION	IN4426754	TOWEL- TWO FOLD	01/08/2024	80.62	80.62	01/11/2024	
5296	INNOVATIVE OFFICE SOLUTION	IN4426754	LINERS	01/08/2024	167.19	167.19	01/11/2024	
5296	INNOVATIVE OFFICE SOLUTION	IN4426754	DMV OFFICE SUPPLIES	01/08/2024	18.32	18.32	01/11/2024	
5296	INNOVATIVE OFFICE SOLUTION	IN4426754	PAPER	01/08/2024	17.73	17.73	01/11/2024	
5296	INNOVATIVE OFFICE SOLUTION	IN4426754	ADMIN OFFICE SUPPLIES	01/08/2024	7.64	7.64	01/11/2024	
Total INNOVATIVE OFFICE SOLUTIONS LLC:					799.14	799.14		
<b>Int'l Union of Operating Eng, Local 49</b>								
5274	Int'l Union of Operating Eng, Local	DEC23	UNION DUES	01/05/2024	310.80	310.80	01/11/2024	
5274	Int'l Union of Operating Eng, Local	NOV23	UNION DUES	12/12/2023	315.60	315.60	12/15/2023	
Total Int'l Union of Operating Eng, Local 49:					626.40	626.40		
<b>JOVANOVIH, DEGE &amp; ATHMANN PA</b>								
4716	JOVANOVIH, DEGE & ATHMAN	27453	CANNIBIS ORDINANCE	11/30/2023	45.00	45.00	12/21/2023	
4716	JOVANOVIH, DEGE & ATHMAN	27453	GENERAL	11/30/2023	450.00	450.00	12/21/2023	
4716	JOVANOVIH, DEGE & ATHMAN	27453	REFUSE RFP	11/30/2023	135.00	135.00	12/21/2023	
4716	JOVANOVIH, DEGE & ATHMAN	27453	PFAS	11/30/2023	67.50	67.50	12/21/2023	
4716	JOVANOVIH, DEGE & ATHMAN	27453	COLUMBARIUM PROJECT	11/30/2023	112.50	112.50	12/21/2023	
Total JOVANOVIH, DEGE & ATHMANN PA:					810.00	810.00		
<b>KAZ HARDWARE &amp; RENTAL</b>								
1990	KAZ HARDWARE & RENTAL	10124-CIT001	WATER SUPPLIES	01/01/2024	10.77	10.77	01/11/2024	
1990	KAZ HARDWARE & RENTAL	10124-CIT001	PW SUPPLIES	01/01/2024	9.76	9.76	01/11/2024	
1990	KAZ HARDWARE & RENTAL	10124-CIT001	PW SUPPLIES	01/01/2024	2.19	2.19	01/11/2024	
1990	KAZ HARDWARE & RENTAL	10124-CIT001	PW SUPPLIES	01/01/2024	13.98	13.98	01/11/2024	
1990	KAZ HARDWARE & RENTAL	10124-CIT001	PW SUPPLIES	01/01/2024	80.97	80.97	01/11/2024	
1990	KAZ HARDWARE & RENTAL	10124-CIT001	TC SUPPLIES	01/01/2024	15.99	15.99	01/11/2024	

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1990 KAZ	HARDWARE & RENTAL	10124-CIT001	PW SUPPLIES	01/01/2024	1.44	1.44	01/11/2024	
1990 KAZ	HARDWARE & RENTAL	10124-CIT001	TC SUPPLIES	01/01/2024	8.84	8.84	01/11/2024	
1990 KAZ	HARDWARE & RENTAL	10124-CIT001	PW SUPPLIES	01/01/2024	6.98	6.98	01/11/2024	
1990 KAZ	HARDWARE & RENTAL	10124-CIT001	PW SUPPLIES	01/01/2024	23.49	23.49	01/11/2024	
1990 KAZ	HARDWARE & RENTAL	10124-CIT001	PW SUPPLIES	01/01/2024	7.49	7.49	01/11/2024	
1990 KAZ	HARDWARE & RENTAL	10124-CIT001	PW SUPPLIES	01/01/2024	7.04-	7.04-	01/11/2024	
1990 KAZ	HARDWARE & RENTAL	10124-CIT001	PW SUPPLIES	01/01/2024	9.08	9.08	01/11/2024	
1990 KAZ	HARDWARE & RENTAL	10124-CIT001	PD SUPPLIES	01/01/2024	77.98	77.98	01/11/2024	
1990 KAZ	HARDWARE & RENTAL	10124-CIT001	PW SUPPLIES	01/01/2024	4.74	4.74	01/11/2024	
1990 KAZ	HARDWARE & RENTAL	10124-CIT001	PW SUPPLIES	01/01/2024	9.49	9.49	01/11/2024	
1990 KAZ	HARDWARE & RENTAL	120423-CIT001	PW SUPPLIES	12/04/2023	28.00	28.00	12/21/2023	
1990 KAZ	HARDWARE & RENTAL	120423-CIT001	PW SUPPLIES	12/04/2023	17.32	17.32	12/21/2023	
1990 KAZ	HARDWARE & RENTAL	120423-CIT001	PW SUPPLIES	12/04/2023	26.96	26.96	12/21/2023	
1990 KAZ	HARDWARE & RENTAL	120423-CIT001	PW SUPPLIES	12/04/2023	23.94	23.94	12/21/2023	
1990 KAZ	HARDWARE & RENTAL	120423-CIT001	WATER SUPPLIES	12/04/2023	9.99	9.99	12/21/2023	
1990 KAZ	HARDWARE & RENTAL	120423-CIT001	TC SUPPLIES	12/04/2023	7.98	7.98	12/21/2023	
1990 KAZ	HARDWARE & RENTAL	120423-CIT001	TC SUPPLIES	12/04/2023	28.74	28.74	12/21/2023	
1990 KAZ	HARDWARE & RENTAL	120423-CIT001	PW SUPPLIES	12/04/2023	5.36	5.36	12/21/2023	
1990 KAZ	HARDWARE & RENTAL	120423-CIT001	PW SUPPLIES	12/04/2023	2.37	2.37	12/21/2023	
1990 KAZ	HARDWARE & RENTAL	120423-CIT001	PW SUPPLIES	12/04/2023	5.98	5.98	12/21/2023	
1990 KAZ	HARDWARE & RENTAL	120423-CIT001	PW SUPPLIES	12/04/2023	1.39	1.39	12/21/2023	
1990 KAZ	HARDWARE & RENTAL	120423-CIT001	PW SUPPLIES	12/04/2023	2.99	2.99	12/21/2023	
1990 KAZ	HARDWARE & RENTAL	120423-CIT001	CITY HALL SUPPLIES	12/04/2023	47.99	47.99	12/21/2023	
1990 KAZ	HARDWARE & RENTAL	120423-CIT001	PW SUPPLIES	12/04/2023	2.00	2.00	12/21/2023	
1990 KAZ	HARDWARE & RENTAL	120423-CIT001	PW SUPPLIES	12/04/2023	3.27	3.27	12/21/2023	
1990 KAZ	HARDWARE & RENTAL	120423-CIT001	PW SUPPLIES	12/04/2023	70.06	70.06	12/21/2023	
1990 KAZ	HARDWARE & RENTAL	120423-CIT001	WATER SUPPLIES	12/04/2023	4.45	4.45	12/21/2023	
1990 KAZ	HARDWARE & RENTAL	120423-CIT001	PW SUPPLIES	12/04/2023	9.79	9.79	12/21/2023	
Total KAZ HARDWARE & RENTAL:					574.73	574.73		
<b>LAKE CENTRAL BANK</b>								
260 LAKE CENTRAL BANK		2020B-JAN24	INTEREST - 2020B	12/21/2023	2,524.50	2,524.50	12/21/2023	
260 LAKE CENTRAL BANK		2020B-JAN24	PRINCIPAL - 2020B	12/21/2023	23,000.00	23,000.00	12/21/2023	
260 LAKE CENTRAL BANK		2022A-JAN24	INTEREST 2022A	12/21/2023	6,941.25	6,941.25	12/21/2023	
260 LAKE CENTRAL BANK		2022A-JAN24	2020A PRINCIPAL	12/21/2023	71,000.00	71,000.00	12/21/2023	
Total LAKE CENTRAL BANK:					103,465.75	103,465.75		
<b>LAKE REGION CO-OP OIL ASSN</b>								
2050 LAKE REGION CO-OP OIL ASSN		123123-ACCT0	SAFETY SHOES	12/31/2023	179.99	179.99	01/11/2024	
Total LAKE REGION CO-OP OIL ASSN:					179.99	179.99		
<b>LDF (Legal Defense Fund)</b>								
5346 LDF (Legal Defense Fund)		2024 LDF DUE	LDF ANNUAL DUES	12/01/2023	912.00	912.00	12/29/2023	
Total LDF (Legal Defense Fund):					912.00	912.00		
<b>LEAGUE OF MINNESOTA CITIES</b>								
2100 LEAGUE OF MINNESOTA CITIE		397001	TRAINING- GRUNDY	12/08/2023	15.00	15.00	12/21/2023	
2100 LEAGUE OF MINNESOTA CITIE		397252	TRAINING- JONAS	12/19/2023	350.00	350.00	12/21/2023	
Total LEAGUE OF MINNESOTA CITIES:					365.00	365.00		
<b>MAPLE LAKE LUMBER COMPANY</b>								
2260 MAPLE LAKE LUMBER COMPAN		243779	SUPPLIES	12/21/2023	13.04-	13.04-	01/11/2024	

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2260	MAPLE LAKE LUMBER COMPAN	243929	DOOR SWEEP	12/27/2023	31.21	31.21	01/11/2024	
Total MAPLE LAKE LUMBER COMPANY:					18.17	18.17		
<b>MARKET PLACE II</b>								
2273	MARKET PLACE II	120123	WW SUPPLIES	12/01/2023	3.14	3.14	12/21/2023	
2273	MARKET PLACE II	120123	FIRE	12/01/2023	93.79	93.79	12/21/2023	
2273	MARKET PLACE II	120123	WWC SUPPLIES	12/01/2023	19.96	19.96	12/21/2023	
Total MARKET PLACE II:					116.89	116.89		
<b>METRO WEST INSPECTION SERVICES</b>								
2375	METRO WEST INSPECTION SE	3922	PERMIT 23-0109 - 105 KENDALE	11/27/2023	50.00	50.00	12/21/2023	
2375	METRO WEST INSPECTION SE	3922	PERMIT 23-0170 - 220 DOUGLA	11/27/2023	25.00	25.00	12/21/2023	
2375	METRO WEST INSPECTION SE	3922	PERMIT 23-0173 - 540 KNOLLW	11/27/2023	25.00	25.00	12/21/2023	
2375	METRO WEST INSPECTION SE	3922	PERMIT 23-0184 - 1150 MORRIS	11/27/2023	25.00	25.00	12/21/2023	
2375	METRO WEST INSPECTION SE	3922	PERMIT 23-0005 - 751 MORRIS	11/27/2023	81.68	81.68	12/21/2023	
2375	METRO WEST INSPECTION SE	3922	PERMIT 23-0032 - 330 COMMER	11/27/2023	341.98	341.98	12/21/2023	
2375	METRO WEST INSPECTION SE	3922	PERMIT 23-0152 - 170 DOUGLA	11/27/2023	25.00	25.00	12/21/2023	
2375	METRO WEST INSPECTION SE	3922	PERMIT 23-0179 - 103 PRIMROS	11/27/2023	66.03	66.03	12/21/2023	
2375	METRO WEST INSPECTION SE	3922	PERMIT 23-0186 - 327 BROWN A	11/27/2023	25.00	25.00	12/21/2023	
2375	METRO WEST INSPECTION SE	3922	PERMIT 23-0188 - 751 MORRIS	11/27/2023	25.00	25.00	12/21/2023	
2375	METRO WEST INSPECTION SE	3922	PERMIT 23-0201 - 99 OAK AVE N	11/27/2023	56.10	56.10	12/21/2023	
2375	METRO WEST INSPECTION SE	3922	PERMIT 23-0202 - 400 HARRISO	11/27/2023	25.00	25.00	12/21/2023	
2375	METRO WEST INSPECTION SE	3922	PERMIT 23-0206 - 510 HIGHLAN	11/27/2023	25.00	25.00	12/21/2023	
2375	METRO WEST INSPECTION SE	3922	PERMIT 23-0024 - 511 DOUGLA	11/27/2023	169.63	169.63	12/21/2023	
2375	METRO WEST INSPECTION SE	3922	PERMIT 23-0020 - 681 IRWIN CI	11/27/2023	189.32	189.32	12/21/2023	
2375	METRO WEST INSPECTION SE	3955	PERMIT 22--0002- 282 DAISY D	12/20/2023	50.00	50.00	01/11/2024	
2375	METRO WEST INSPECTION SE	3955	PERMIT 22-0003- 25 CEDAR ST	12/20/2023	148.50	148.50	01/11/2024	
2375	METRO WEST INSPECTION SE	3955	PERMIT 22--0004- 100 PLEASAN	12/20/2023	25.00	25.00	01/11/2024	
2375	METRO WEST INSPECTION SE	3955	PERMIT 22--0010- 73 HONEY SU	12/20/2023	25.00	25.00	01/11/2024	
2375	METRO WEST INSPECTION SE	3955	PERMIT 22-0013- 25 CEDAR ST	12/20/2023	44.55	44.55	01/11/2024	
2375	METRO WEST INSPECTION SE	3955	PERMIT 22--0018- 540 CEDAR C	12/20/2023	453.34	453.34	01/11/2024	
2375	METRO WEST INSPECTION SE	3955	PERMIT 22--0019- 405 CHERRY	12/20/2023	50.00	50.00	01/11/2024	
2375	METRO WEST INSPECTION SE	3955	PERMIT 22-0022- 60 POPLAR A	12/20/2023	315.15	315.15	01/11/2024	
2375	METRO WEST INSPECTION SE	3955	PERMIT 22--0029- 950 ACACIA D	12/20/2023	111.38	111.38	01/11/2024	
2375	METRO WEST INSPECTION SE	3955	PERMIT 22-0033- 851 BEECH LN	12/20/2023	81.68	81.68	01/11/2024	
2375	METRO WEST INSPECTION SE	3955	PERMIT 22-0040- 25 CEDAR ST	12/20/2023	81.68	81.68	01/11/2024	
2375	METRO WEST INSPECTION SE	3955	PERMIT 22-0055- 400 PARK ST	12/20/2023	232.00	232.00	01/11/2024	
2375	METRO WEST INSPECTION SE	3955	PERMIT 22--0076- 53 OAK AVE	12/20/2023	315.15	315.15	01/11/2024	
2375	METRO WEST INSPECTION SE	3955	PERMIT 22--0096- 905 BEECH L	12/20/2023	44.55	44.55	01/11/2024	
2375	METRO WEST INSPECTION SE	3955	PERMIT 22--0089- 725 PIONEER	12/20/2023	256.15	256.15	01/11/2024	
2375	METRO WEST INSPECTION SE	3955	PERMIT 22--0095- 825 ACACIA D	12/20/2023	25.00	25.00	01/11/2024	
2375	METRO WEST INSPECTION SE	3955	PERMIT 22--0116- 510 VALLEY D	12/20/2023	1,401.65	1,401.65	01/11/2024	
2375	METRO WEST INSPECTION SE	3955	PERMIT 22--0125- 600 IRIWIN C	12/20/2023	1,081.25	1,081.25	01/11/2024	
2375	METRO WEST INSPECTION SE	3955	PERMIT 22--0126- CANCEL 520	12/20/2023	189.32	189.32	01/11/2024	
2375	METRO WEST INSPECTION SE	3955	PERMIT 22-0129- 740 ELM ST E	12/20/2023	163.35	163.35	01/11/2024	
2375	METRO WEST INSPECTION SE	3955	PERMIT 22-0133- 1004 BAY CR	12/20/2023	131.40	131.40	01/11/2024	
2375	METRO WEST INSPECTION SE	3955	PERMIT 22--0135- 232 LAKE DR	12/20/2023	1,336.97	1,336.97	01/11/2024	
2375	METRO WEST INSPECTION SE	3955	PERMIT 22-0138- 35 OAK AVE S	12/20/2023	63.00	63.00	01/11/2024	
2375	METRO WEST INSPECTION SE	3955	PERMIT 22--0140- 2958 BROWN	12/20/2023	45.43	45.43	01/11/2024	
2375	METRO WEST INSPECTION SE	3955	PERMIT 22--0153- 30 CHESTNU	12/20/2023	74.25	74.25	01/11/2024	
2375	METRO WEST INSPECTION SE	3955	PERMIT 22--0156- 320 LAKE DR	12/20/2023	25.00	25.00	01/11/2024	
2375	METRO WEST INSPECTION SE	3955	PERMIT 22--0182- 900 ELM ST	12/20/2023	288.33	288.33	01/11/2024	
2375	METRO WEST INSPECTION SE	3955	PERMIT 22--0185- 34 OAK AVE	12/20/2023	16.50	16.50	01/11/2024	
2375	METRO WEST INSPECTION SE	3955	PERMIT 22-0188- 400 PARK ST	12/20/2023	63.53	63.53	01/11/2024	
2375	METRO WEST INSPECTION SE	3955	PERMIT 22--0195- 715 ACACIA D	12/20/2023	160.05	160.05	01/11/2024	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
2375	METRO WEST INSPECTION SE	3955	PERMIT 22--0198- 212 NONA DR	12/20/2023	25.00	25.00	01/11/2024	
2375	METRO WEST INSPECTION SE	3955	PERMIT 22--0200- 916 ACACIA D	12/20/2023	25.00	25.00	01/11/2024	
2375	METRO WEST INSPECTION SE	3955	PERMIT 23--0019- 431 VALLEY	12/20/2023	928.13	928.13	01/11/2024	
2375	METRO WEST INSPECTION SE	3955	PERMIT 23--0023- 451 VALLEY	12/20/2023	928.13	928.13	01/11/2024	
2375	METRO WEST INSPECTION SE	3955	PERMIT 23--0026- 561 VALLEY	12/20/2023	1,225.90	1,225.90	01/11/2024	
2375	METRO WEST INSPECTION SE	3955	PERMIT 23--0059- 1272 CYPRES	12/20/2023	1,346.97	1,346.97	01/11/2024	
2375	METRO WEST INSPECTION SE	3955	PERMIT 23--0083- 597 KNOLLW	12/20/2023	145.20	145.20	01/11/2024	
2375	METRO WEST INSPECTION SE	3955	PERMIT 23--0146- 110 PARK ST	12/20/2023	25.00	25.00	01/11/2024	
2375	METRO WEST INSPECTION SE	3955	PERMIT 23--0153- 143 LILAC AV	12/20/2023	100.65	100.65	01/11/2024	
2375	METRO WEST INSPECTION SE	3955	PERMIT 23--0154- 95 HONEYSU	12/20/2023	100.65	100.65	01/11/2024	
2375	METRO WEST INSPECTION SE	3955	PERMIT 23--0174- 40 CHESTNU	12/20/2023	475.62	475.62	01/11/2024	
2375	METRO WEST INSPECTION SE	3955	PERMIT 23--0177- 40 CHESTNU	12/20/2023	218.63	218.63	01/11/2024	
2375	METRO WEST INSPECTION SE	3955	PERMIT 23--0197- 892 NORWAY	12/20/2023	25.00	25.00	01/11/2024	
2375	METRO WEST INSPECTION SE	3955	PERMIT 23--0207- 1212 CYPRES	12/20/2023	50.00	50.00	01/11/2024	
2375	METRO WEST INSPECTION SE	3955	PERMIT 23--0213- 1 MAGNOLIA	12/20/2023	25.00	25.00	01/11/2024	
2375	METRO WEST INSPECTION SE	3955	PERMIT 23--0220- 67 HONEYSU	12/20/2023	25.00	25.00	01/11/2024	
Total METRO WEST INSPECTION SERVICES:					14,123.78	14,123.78		
<b>MID CENTRAL DOOR</b>								
2416	MID CENTRAL DOOR	S1015109	DOOR REPAIR - FIRE DEPT	12/15/2023	330.00	330.00	12/29/2023	
Total MID CENTRAL DOOR:					330.00	330.00		
<b>MIDCONTINENT COMMUNICATIONS</b>								
5006	MIDCONTINENT COMMUNICATI	157013401137	FIRE	12/27/2023	164.93	164.93	01/11/2024	
5006	MIDCONTINENT COMMUNICATI	157013401137	CITY OFFICES	12/27/2023	227.42	227.42	01/11/2024	
5006	MIDCONTINENT COMMUNICATI	157013401137	APD	12/27/2023	122.42	122.42	01/11/2024	
5006	MIDCONTINENT COMMUNICATI	157013401137	DMV	12/27/2023	108.06	108.06	01/11/2024	
5006	MIDCONTINENT COMMUNICATI	157013401137	PW	12/27/2023	298.35	298.35	01/11/2024	
5006	MIDCONTINENT COMMUNICATI	157013401137	TC	12/27/2023	38.78	38.78	01/11/2024	
Total MIDCONTINENT COMMUNICATIONS:					959.96	959.96		
<b>MINNESOTA COMPUTER SYSTEMS INC</b>								
2525	MINNESOTA COMPUTER SYST	386809	MONTHLY PAYMENT - PD PRIN	12/06/2023	26.68	26.68	12/29/2023	
2525	MINNESOTA COMPUTER SYST	386810	PW COPIER	12/06/2023	23.69	23.69	12/21/2023	
2525	MINNESOTA COMPUTER SYST	387696	ADMIN COPIER	12/21/2023	70.00	70.00	01/11/2024	
2525	MINNESOTA COMPUTER SYST	387696	DMV COPEIR	12/21/2023	40.00	40.00	01/11/2024	
2525	MINNESOTA COMPUTER SYST	387696	ADMIN COPIER OVERAGE	12/21/2023	163.58	163.58	01/11/2024	
2525	MINNESOTA COMPUTER SYST	387696	DMV COPIER OVERAGE	12/21/2023	88.17	88.17	01/11/2024	
2525	MINNESOTA COMPUTER SYST	389115	PW COPIER	01/08/2024	20.00	20.00	01/11/2024	
Total MINNESOTA COMPUTER SYSTEMS INC:					432.12	432.12		
<b>MN DEED - BCD</b>								
2572	MN DEED - BCD	JAN24	LOAN REPAYMENT - EA SWEEN	01/01/2024	1,607.15	1,607.15	01/11/2024	
Total MN DEED - BCD:					1,607.15	1,607.15		
<b>MN DEPT OF LABOR &amp; INDUSTRY</b>								
2585	MN DEPT OF LABOR & INDUST	10424	4TH QTR BUILDING PERMIT SU	01/04/2024	433.00	433.00	01/04/2024	
Total MN DEPT OF LABOR & INDUSTRY:					433.00	433.00		
<b>MN DEPT. OF REVENUE</b>								
2599	MN DEPT. OF REVENUE	NOV23	SALES & USE - ADMIN	12/15/2023	33.99	33.99	12/15/2023	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
2599	MN DEPT. OF REVENUE	NOV23	SALES - WATER	12/15/2023	139.99	139.99	12/15/2023	
2599	MN DEPT. OF REVENUE	NOV23	SALES - TRAINING CENTER	12/15/2023	76.64	76.64	12/15/2023	
2599	MN DEPT. OF REVENUE	NOV23	SALES - WATER	12/15/2023	579.41	579.41	12/15/2023	
2599	MN DEPT. OF REVENUE	NOV23	SALES - SOLID	12/15/2023	1,277.97	1,277.97	12/15/2023	
Total MN DEPT. OF REVENUE:					2,108.00	2,108.00		
<b>MN PEIP</b>								
5068	MN PEIP	1342201	INSURANCE	12/10/2023	18,910.70	18,910.70	12/21/2023	
5068	MN PEIP	1352786	INSURANCE	01/10/2024	18,910.70	18,910.70	01/11/2024	
Total MN PEIP:					37,821.40	37,821.40		
<b>MNIAAI</b>								
5305	MNIAAI	1269	MACHOVSKY DUES MNIAAI	12/15/2023	25.00	25.00	12/29/2023	
Total MNIAAI:					25.00	25.00		
<b>MPPOA</b>								
2698	MPPOA	2024 MPPOA	MPPOA MEMBERSHIP DUES	12/01/2023	420.00	420.00	12/29/2023	
Total MPPOA:					420.00	420.00		
<b>NCPERS GROUP LIFE INS</b>								
4752	NCPERS GROUP LIFE INS	994901012024	INSURANCE	12/01/2023	32.00	32.00	12/21/2023	
Total NCPERS GROUP LIFE INS:					32.00	32.00		
<b>NELSON ELECTRIC MOTOR REPAIR</b>								
2765	NELSON ELECTRIC MOTOR RE	2687	LIFT STATION REPAIR	12/19/2023	475.00	475.00	01/11/2024	
Total NELSON ELECTRIC MOTOR REPAIR:					475.00	475.00		
<b>NEW LANE FINANCE</b>								
5185	NEW LANE FINANCE	71385 -11/12/2	CITY HALL	12/13/2023	81.67	81.67	12/21/2023	
5185	NEW LANE FINANCE	71385 -11/12/2	PD PHONE	12/13/2023	81.66	81.66	12/21/2023	
5185	NEW LANE FINANCE	71385 -11/12/2	DMV PHONE	12/13/2023	81.67	81.67	12/21/2023	
Total NEW LANE FINANCE:					245.00	245.00		
<b>NORTH STAR SIGNS &amp; ENGRAVING</b>								
5284	NORTH STAR SIGNS & ENGRAV	26466	GRAPHICS	12/20/2023	40.00	40.00	01/11/2024	
Total NORTH STAR SIGNS & ENGRAVING:					40.00	40.00		
<b>POMPS TIRE SERVICE INC</b>								
2946	POMPS TIRE SERVICE INC	2390009911	TIRES	12/26/2023	145.16	145.16	01/11/2024	
Total POMPS TIRE SERVICE INC:					145.16	145.16		
<b>Potentia MN Solar Fund 1, LLC</b>								
5074	Potentia MN Solar Fund 1, LLC	NOV23 BILL P	STREET LIGHTS	12/14/2023	37.16	37.16	12/22/2023	
5074	Potentia MN Solar Fund 1, LLC	NOV23 BILL P	FIRE HALL	12/14/2023	308.86	308.86	12/22/2023	
5074	Potentia MN Solar Fund 1, LLC	NOV23 BILL P	PARK ELECTRIC	12/14/2023	167.31	167.31	12/22/2023	
5074	Potentia MN Solar Fund 1, LLC	NOV23 BILL P	WTP	12/14/2023	2,505.12	2,505.12	12/22/2023	
5074	Potentia MN Solar Fund 1, LLC	NOV23 BILL P	SEWER L/S	12/14/2023	663.13	663.13	12/22/2023	
5074	Potentia MN Solar Fund 1, LLC	NOV23 BILL P	CEMETERY ELECTRIC	12/14/2023	18.58	18.58	12/22/2023	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
5074	Potentia MN Solar Fund 1, LLC	NOV23 BILL P	CITY HALL	12/14/2023	976.87	976.87	12/22/2023	
Total Potentia MN Solar Fund 1, LLC:					4,677.03	4,677.03		
<b>PTM DOCUMENT SYSTEMS</b>								
2975	PTM DOCUMENT SYSTEMS	88575	W-2 EMPLOYER FORMS	12/26/2023	128.44	128.44	01/11/2024	
Total PTM DOCUMENT SYSTEMS:					128.44	128.44		
<b>RACHEL CONTRACTING LLC</b>								
5358	RACHEL CONTRACTING LLC	120523	PAY ESTIMATE 5	12/05/2023	120,506.17	120,506.17	12/21/2023	
Total RACHEL CONTRACTING LLC:					120,506.17	120,506.17		
<b>RADWELL INTERNATIONAL LLC</b>								
5405	RADWELL INTERNATIONAL LLC	34128300	CIRCURT BOARD REBUILD	12/21/2023	1,337.62	1,337.62	01/11/2024	
5405	RADWELL INTERNATIONAL LLC	34133105	CIRCURT BOARD REBUILD	12/26/2023	1,999.00	1,999.00	01/11/2024	
Total RADWELL INTERNATIONAL LLC:					3,336.62	3,336.62		
<b>RDO EQUIPMENT COMPANY</b>								
3014	RDO EQUIPMENT COMPANY	P7953614	PARTS	12/04/2023	470.52	470.52	12/15/2023	
3014	RDO EQUIPMENT COMPANY	P8002014	PARTS	12/12/2023	76.56	76.56	01/11/2024	
3014	RDO EQUIPMENT COMPANY	P8072514	PARTS	01/02/2024	491.69	491.69	01/11/2024	
Total RDO EQUIPMENT COMPANY:					1,038.77	1,038.77		
<b>RUSSELL SECURITY RESOURCE INC.</b>								
3151	RUSSELL SECURITY RESOURC	A47155	DOOR CLOSERS	12/12/2023	349.00	349.00	01/11/2024	
Total RUSSELL SECURITY RESOURCE INC.:					349.00	349.00		
<b>SHARETECH</b>								
5331	SHARETECH	16266	ADMIN MONTHLY CONTRACT- 1	12/07/2023	183.90	183.90	12/21/2023	
5331	SHARETECH	16266	DMV MONTHLY CONTRACT- 15	12/07/2023	183.90	183.90	12/21/2023	
5331	SHARETECH	16266	FD MONTHLY CONTRACT- 20%	12/07/2023	245.20	245.20	12/21/2023	
5331	SHARETECH	16266	PD MONTHLY CONTRACT- 40%	12/07/2023	490.40	490.40	12/21/2023	
5331	SHARETECH	16266	PW MONTHLY CONTRACT- 10%	12/07/2023	122.60	122.60	12/21/2023	
5331	SHARETECH	16266	ADMIN SERVICE CALL	12/07/2023	55.00	55.00	12/21/2023	
5331	SHARETECH	16266	ADMIN SERVICE CALL	12/07/2023	27.50	27.50	12/21/2023	
5331	SHARETECH	16739	ADMIN SERVICE CALL	01/08/2024	137.50	137.50	01/11/2024	
5331	SHARETECH	16739	ADMIN SERVICE CALL	01/08/2024	247.50	247.50	01/11/2024	
5331	SHARETECH	16739	FIRE SERVICE CALL	01/08/2024	27.50	27.50	01/11/2024	
5331	SHARETECH	16739	ADMIN MONTHLY CONTRACT- 1	01/08/2024	187.80	187.80	01/11/2024	
5331	SHARETECH	16739	DMV MONTHLY CONTRACT- 15	01/08/2024	187.80	187.80	01/11/2024	
5331	SHARETECH	16739	FD MONTHLY CONTRACT- 20%	01/08/2024	250.40	250.40	01/11/2024	
5331	SHARETECH	16739	PD MONTHLY CONTRACT- 40%	01/08/2024	500.80	500.80	01/11/2024	
5331	SHARETECH	16739	PW MONTHLY CONTRACT- 10%	01/08/2024	125.20	125.20	01/11/2024	
Total SHARETECH:					2,973.00	2,973.00		
<b>SOS MACHINING</b>								
5406	SOS MACHINING	22791	KNIFE SHARPENING	12/29/2023	160.00	160.00	01/11/2024	
Total SOS MACHINING:					160.00	160.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
<b>SPECIALIZED TRUCK EQUIPMENT LLC</b>								
5374	SPECIALIZED TRUCK EQUIPME	3183	TRAILER REPAIR	12/27/2023	597.50	597.50	01/11/2024	
Total SPECIALIZED TRUCK EQUIPMENT LLC:					597.50	597.50		
<b>TELECOM BROADBAND SOLUTIONS LLC (TBSOA)</b>								
5186	TELECOM BROADBAND SOLUT	4362	CITY PHONES	01/01/2024	99.55	99.55	01/11/2024	
5186	TELECOM BROADBAND SOLUT	4362	DMV PHONES	01/01/2024	99.55	99.55	01/11/2024	
5186	TELECOM BROADBAND SOLUT	4362	PD PHONES	01/01/2024	99.55	99.55	01/11/2024	
Total TELECOM BROADBAND SOLUTIONS LLC (TBSOA):					298.65	298.65		
<b>TRI-COUNTY AUTO GLASS</b>								
4931	TRI-COUNTY AUTO GLASS	ITA-0103-0075	WINDOW REPAIR	01/03/2024	290.00	290.00	01/11/2024	
Total TRI-COUNTY AUTO GLASS:					290.00	290.00		
<b>US BANK</b>								
4357	US BANK	2464790	2019B GO REFUND - INTEREST	12/12/2023	10,850.00	10,850.00	12/21/2023	
4357	US BANK	2464790	2019B GO REFUND - PRINCIPAL	12/12/2023	80,000.00	80,000.00	12/21/2023	
4357	US BANK	2465018	2023B GO IMPROVEMENTS INT	12/12/2023	16,231.30	16,231.30	12/21/2023	
4357	US BANK	2465027	2023A GO UTILITY INTEREST	12/12/2023	79,694.73	79,694.73	12/21/2023	
Total US BANK:					186,776.03	186,776.03		
<b>USA BLUE BOOK</b>								
4356	USA BLUE BOOK	INV00223556	CHEMICALS	12/15/2023	174.46	174.46	01/11/2024	
Total USA BLUE BOOK:					174.46	174.46		
<b>UTILITY CONSULTANTS INC</b>								
4365	UTILITY CONSULTANTS INC	118765	COLIFORM- TESTING	12/29/2023	92.40	92.40	01/11/2024	
Total UTILITY CONSULTANTS INC:					92.40	92.40		
<b>UTILITY REFUNDS</b>								
4871	UTILITY REFUNDS	UTILref- C. SC	OVERPAY REFUND-630 MORRI	12/31/2023	120.45	120.45	01/11/2024	
4871	UTILITY REFUNDS	UTILref-E. ATK	OVERPAY REFUND-430 CHERR	12/31/2023	28.92	28.92	01/11/2024	
4871	UTILITY REFUNDS	UTILref-Key util	OVERPAY REFUND-1321 CYPR	12/13/2023	9.75	9.75	12/15/2023	
4871	UTILITY REFUNDS	UTILref-MACH	OVERPAY REFUND-556 KNOLL	12/31/2023	116.37	116.37	01/11/2024	
4871	UTILITY REFUNDS	UTILref-P BEN	OVERPAY REFUND-225 ASH ST	12/31/2023	78.91	78.91	01/11/2024	
Total UTILITY REFUNDS:					354.40	354.40		
<b>W S B</b>								
5385	W S B	R-023041-000 -	BRONDER	11/30/2023	175.00	175.00	12/21/2023	
5385	W S B	R-023041-000 -	LOHSE LOT REVIEW	11/30/2023	175.00	175.00	12/21/2023	
5385	W S B	R-023041-000 -	GENERAL	11/30/2023	910.00	910.00	12/21/2023	
5385	W S B	R-023042-000 -	BRONDER	12/13/2023	288.75	288.75	12/21/2023	
5385	W S B	R-023042-000 -	BRUGGEMANN CONCEPT	12/13/2023	825.00	825.00	12/21/2023	
5385	W S B	R-023042-000 -	SHORES OF LAKE JOHN	12/13/2023	1,196.25	1,196.25	12/21/2023	
Total W S B:					3,570.00	3,570.00		
<b>WASTE MANAGEMENT-WM CORP SERVICES</b>								
4460	WASTE MANAGEMENT-WM CO	7862841-1593-	GARBAGE- 74 OAK	12/05/2023	419.81	419.81	12/21/2023	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total WASTE MANAGEMENT-WM CORP SERVICES:					419.81	419.81		
<b>WEST CENTRAL SANITATION INC</b>								
4481	WEST CENTRAL SANITATION IN	12957161	TAG ACCT	11/30/2023	250.00	250.00	12/21/2023	
4481	WEST CENTRAL SANITATION IN	12960293	RECYCLING	11/30/2023	4,454.00	4,454.00	12/21/2023	
4481	WEST CENTRAL SANITATION IN	12960293	REFUSE	11/30/2023	11,059.06	11,059.06	12/21/2023	
4481	WEST CENTRAL SANITATION IN	12986445	RECYCLING	12/31/2023	4,454.00	4,454.00	01/11/2024	
4481	WEST CENTRAL SANITATION IN	12986445	REFUSE	12/31/2023	11,059.06	11,059.06	01/11/2024	
Total WEST CENTRAL SANITATION INC:					31,276.12	31,276.12		
<b>WEX BANK</b>								
5273	WEX BANK	93795136	MOTOR FUELS	12/08/2023	74.79	74.79	12/29/2023	
5273	WEX BANK	93795176	MOTOR FUELS	12/08/2023	440.23	440.23	12/29/2023	
5273	WEX BANK	93795189	PD FUEL	12/08/2023	925.89	925.89	12/29/2023	
5273	WEX BANK	94408272	FUEL	01/08/2024	13.32	13.32	01/11/2024	
Total WEX BANK:					1,454.23	1,454.23		
<b>WINDSTREAM</b>								
4495	WINDSTREAM	121923-NEVE	L/S	12/19/2023	53.78	53.78	01/11/2024	
4495	WINDSTREAM	DEC23 LIFT	L/S PHONE	12/05/2023	261.12	261.12	12/21/2023	
4495	WINDSTREAM	DEC23-WATE	320-274-2793	12/05/2023	40.34	40.34	12/21/2023	
4495	WINDSTREAM	JAN24	320-274-2793	01/03/2024	41.36	41.36	01/11/2024	
4495	WINDSTREAM	JAN24 L/S PH	L/S PHONE	01/03/2024	261.20	261.20	01/11/2024	
Total WINDSTREAM:					657.80	657.80		
<b>WRIGHT COUNTY AUDITOR-TREAS</b>								
4511	WRIGHT COUNTY AUDITOR-TR	200011880	ELECTION ANNUAL MTCE	11/30/2023	400.00	400.00	12/21/2023	
Total WRIGHT COUNTY AUDITOR-TREAS:					400.00	400.00		
<b>WRIGHT COUNTY ECONOMIC</b>								
4516	WRIGHT COUNTY ECONOMIC	10201	2024 ANNUAL DUES	12/14/2023	996.00	996.00	12/21/2023	
Total WRIGHT COUNTY ECONOMIC:					996.00	996.00		
<b>WRIGHT COUNTY RECORDER</b>								
4535	WRIGHT COUNTY RECORDER	202300000080	RECORDING FEES	11/30/2023	46.00	46.00	12/21/2023	
4535	WRIGHT COUNTY RECORDER	202300000089	RECORDING FEES	12/31/2023	184.00	184.00	01/11/2024	
Total WRIGHT COUNTY RECORDER:					230.00	230.00		
<b>WRIGHT-HENNEPIN COOPERATIVE</b>								
4548	WRIGHT-HENNEPIN COOPERA	35030975074	L/S 1255 BUSINESS BLVD	12/11/2023	21.89	21.89	12/21/2023	
4548	WRIGHT-HENNEPIN COOPERA	35030975074	TC SECURITY	12/11/2023	20.95	20.95	12/21/2023	
4548	WRIGHT-HENNEPIN COOPERA	35030975074	CITY HALL SECURITY	12/11/2023	20.95	20.95	12/21/2023	
4548	WRIGHT-HENNEPIN COOPERA	35030975074	STREET LIGHTS	12/11/2023	158.94	158.94	12/21/2023	
Total WRIGHT-HENNEPIN COOPERATIVE:					222.73	222.73		
<b>XCEL ENERGY</b>								
4559	XCEL ENERGY	855681012	ACCOUNT 51-6024518-1	12/05/2023	1,011.98	1,011.98	12/21/2023	
4559	XCEL ENERGY	858930920	51-0014213009-7	12/28/2023	115.11	115.11	01/11/2024	
4559	XCEL ENERGY	859419049	51-6024519-2	01/03/2024	4,321.19	4,321.19	01/11/2024	



Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
4559	XCEL ENERGY	859605608	ACCOUNT 51-6024518-1	01/04/2024	1,989.76	1,989.76	01/11/2024	
Total XCEL ENERGY:					7,438.04	7,438.04		
Grand Totals:					890,296.85	890,296.85		

Dated: \_\_\_\_\_

Mayor: \_\_\_\_\_  
Shelly JonasCity Council: \_\_\_\_\_  
Tina Honsey\_\_\_\_\_  
JT Grundy\_\_\_\_\_  
Corey Czycalla\_\_\_\_\_  
Matthew Wuollet

## Report Criteria:

Detail report.

Invoices with totals above \$0 included.

Paid and unpaid invoices included.

Invoice Detail.GL Account = "001"-"699"



# City Council Agenda

January 16, 2024

**Agenda Section:** Consent

**Agenda No.** 6B

**Report From:** Kelly Hinnenkamp, Admin

**Agenda Item:** Department Reports

## Core Strategy:

- |  |  |
|--|--|
| <input type="checkbox"/> Inspire Community Engagement                  | <input type="checkbox"/> Provide Proactive Leadership    |
| <input checked="" type="checkbox"/> Increase Operational Effectiveness | <input type="checkbox"/> Ensure Safe/Well Kept Community |
| <input type="checkbox"/> Enhance Local Business Environment            | <input type="checkbox"/> Other: Compliance               |
| <input type="checkbox"/> Develop/Manage Strong Parks/Trails            |  |

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## Background

The following Department Reports are presented for approval:

- Police Department Report - December
- Financial Report - November
- DMV Report- December

## Recommended Action

Approve Department Reports

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## Attachments:

Reports



# ANNANDALE POLICE DEPARTMENT

## MONTHLY REPORT

### Dec-23

TOTAL ACTIVITY	December 2023 Total	December 2022 Total	Current YTD Total	2022 YTD Total	Percentage Change
CRIMINAL ACTIVITY	10	5	86	91	-5%
CITATIONS	27	21	559	412	36%
NON-CRIMINAL	152	173	1889	2205	-14%
<b>GRAND TOTAL</b>	<b>189</b>	<b>199</b>	<b>2534</b>	<b>2708</b>	

CRIMINAL ACTIVITY	December 2023 Total	December 2022 Total	Current YTD Total	2022 YTD Total	Percentage Change
Homicide	0	0	0	0	N/A
Forcible Rape	0	0	0	0	N/A
Robbery	0	0	0	0	N/A
Assault	0	0	1	10	-90%
Domestic Assault	1	0	4	17	-76%
Criminal Sex Conduct	0	0	1	8	-88%
Burglary	0	0	2	0	N/A
Theft	1	1	24	27	-11%
Motor Vehicle Theft	0	0	0	0	N/A
Arson	0	0	0	0	N/A
Crime Against Admin	1	0	5	3	67%
Forgery/Counterfeit	0	0	3	9	-67%
Fraud	0	1	1	9	-89%
Embezzlement	0	0	0	0	NA
Terroristic Threats	1	0	1	1	0%
Property Damage	0	0	5	18	-72%
Weapons	0	0	2	0	NA
Drug Offenses	0	2	5	10	-50%
Juvenile Offenses	0	0	0	2	-100%
DUI/DWI	2	1	21	10	110%
Liquor Laws	0	0	0	0	NA
Disturbing Peace	4	0	10	14	-29%
All Others	0	0	1	0	NA
<b>Total Criminal Activity</b>	<b>10</b>	<b>5</b>	<b>86</b>	<b>138</b>	

**Note:** The statistics from Criminal Activity above are cases that were processed as a criminal offense

NON-CRIMINAL ACTIVITY	December 2023 Total	December 2022 Total	Current YTD Total	2022 YTD Total	Percentage Change
Alarms	4	8	98	175	-44%
Animal Bites	1	0	4	4	0%
Animal Complaints	2	3	36	88	-59%
Area Checks/Extra Patrol	0	0	12	10	20%
Assist Other Agencies	6	15	131	316	-59%
ATV/Snowmobile Complaints	0	0	4	2	100%
Background Checks	2	5	53	59	-10%
CDP	0	0	18	10	80%
Check Welfare	6	9	97	142	-32%
Citizen Aid / Motorist Aid	8	8	107	198	-46%
Civil Disputes	5	10	67	125	-46%
Confidential Narcotics/Drugs	0	1	6	18	-67%
Death, Non-Criminal	0	0	5	10	-50%
Disorderly	0	1	17	40	-58%
Domestics	0	1	26	41	-37%
Driving/Traffic Complaints	10	7	92	130	-29%
Dumping/Littering	0	0	1	3	-67%
Escorts - Funeral	6	2	22	41	-46%
Fight	0	0	1	10	-90%
Fire Calls	2	0	19	41	-54%
Firearm Discharge	0	0	0	2	-100%
Fireworks	0	0	2	3	-33%
Harassment Complaint	0	1	14	25	-44%
Juvenile/Mischief	0	2	32	52	-38%
Lockouts - Vehicle	9	4	69	94	-27%
Lost/Found Property	5	4	57	59	-3%
Medical	26	42	282	546	-48%
Mental Health	4	5	31	99	-69%
Missing Person	0	0	7	5	40%
MV Accidents / VOR	8	7	57	119	-52%
Noise Complaints	2	0	19	22	-14%
Parking Complaints	4	6	31	56	-45%
Search Warrants	0	0	0	2	-100%
School Related -SRO	2	0	29	109	-73%
Suicidal person	0	0	1	2	-50%
Suicide attempted	0	0	0	6	-100%
Suspicious Complaints	8	7	125	182	-31%
Theft	1	4	18	59	-69%
Threats	3	2	11	21	-48%
Warrants-Attempt/Arrest	3	1	13	39	-67%
WCHS/MAARC Reports	11	3	55	62	-11%
All Others	14	15	220	264	-17%
<b>Total Non-Criminal</b>	<b>152</b>	<b>173</b>	<b>1889</b>	<b>3291</b>	
<b>CITATIONS &amp;</b>	<b>December</b>	<b>December</b>	<b>Current</b>	<b>2022</b>	<b>Percentage</b>

WARNINGS	2023 Total	2022 Total	YTD Total	YTD Total	Change
Admin Citations	5	2	41	76	-46%
State Citations	6	3	117	124	-6%
Warnings	16	16	401	471	-15%
<b>TOTAL</b>	<b>27</b>	<b>21</b>	<b>559</b>	<b>671</b>	

**Citations consist of the following offenses:**

Careless Driving	No Insurance	Seatbelt
DAR/DAC/DAS	Traffic	Equipment
Equipment Violation	Parking	Winter Parking
SBSA Violation	Expired DL	Stop Sign
No Proof of Insurance	Obstructed View	No MN DL
Expired Registration	Semaphore	Speed
Exhibition Driving		

**CITY OF ANNANDALE  
COMBINED CASH INVESTMENT  
NOVEMBER 30, 2023**

COMBINED CASH ACCOUNTS

001-10101	CASH	3,633,111.79
001-10103	NORTHLAND SECURITIES	117,123.74
001-10104	ICD INVESTMENTS	912,898.84
001-10105	4M INVESTMENTS	42,164.97
001-10107	LAKE CENTRAL BANK CD	255,121.16
001-10108	LPL FINANCIAL INVESTMENTS	1,204,985.50
TOTAL COMBINED CASH		6,165,406.00

NON-ALLOCATED CASH

001-10110	CASH - UTILITY CLEARING	( 9.75)
TOTAL COMBINED CASH		6,165,396.25
001-10100	CASH ALLOCATED TO OTHER FUNDS	( 6,165,396.25)
TOTAL UNALLOCATED CASH		.00

CASH ALLOCATION RECONCILIATION

101	ALLOCATION TO GENERAL FUND	2,258,045.36
102	ALLOCATION TO DEPUTY REGISTRAR/MOTOR VEHICLE	281,882.67
103	ALLOCATION TO GENERAL FUND	42,235.09
222	ALLOCATION TO CHARITABLE GAMBLING FUND	3,829.07
330	ALLOCATION TO PFA BONDS-2004-WTP	( 199,107.61)
332	ALLOCATION TO GO IMP BONDS 2008B (MAPLE)	( 20,962.00)
333	ALLOCATION TO GO IMP BONDS 2008A (CITY HALL)	( 5,402.86)
334	ALLOCATION TO PUMPER TRUCK BOND	( 17,087.65)
336	ALLOCATION TO GO IMPR BOND 2011B-REFUNDING	17,846.86
337	ALLOCATION TO GO REFUNDING BOND 2012A	50,401.05
339	ALLOCATION TO TIF #14 - 2019 A SERIES	140,235.78
340	ALLOCATION TO GO REFUNDING BOND 2019B	215,216.78
341	ALLOCATION TO GO TEMPORARY IMP BOND 2020A	( 335,911.30)
342	ALLOCATION TO GO IMPROVEMENT BOND 2020B	147,613.22
343	ALLOCATION TO GO EQUIPMENT BOND 2022A	82,074.68
344	ALLOCATION TO 2023A REVENUE BOND	( 50,585.00)
345	ALLOCATION TO 2023B IMPROVEMENT NOTE	( 7,389.36)
402	ALLOCATION TO FIREFIGHTER RELIEF DONATIONS	99,850.74
407	ALLOCATION TO ECONOMIC DEVELOPMENT FUND	( 51,811.47)
408	ALLOCATION TO MIF FUND	29,305.57
409	ALLOCATION TO SMALL CITIES DEV PROGRAM	36,170.58
411	ALLOCATION TO TIF #6 - COTTAGES OF ANNANDALE	( 86.01)
423	ALLOCATION TO TIF DISTRICT # - DINGMANN	( 5,781.13)
425	ALLOCATION TO RECREATION PARK	32,784.86
460	ALLOCATION TO PARK FUND	( 6,645.53)
461	ALLOCATION TO WATER EXPANSION FUND	464,134.04
462	ALLOCATION TO SEWER EXPANSION FUND	315,659.15
463	ALLOCATION TO STORMWATER FUND	15,878.94
464	ALLOCATION TO LIONS DONATION FUND	283,661.46
465	ALLOCATION TO TIF DISTRICT #14 - PINTAIL APT	123,268.35
466	ALLOCATION TO 2020 IMP PROJECT	52,253.70

CITY OF ANNANDALE  
COMBINED CASH INVESTMENT  
NOVEMBER 30, 2023

468	ALLOCATION TO TIF DISTRICT #15 - CARE CENTER	29,379.33
470	ALLOCATION TO FUND 470	129,875.49
471	ALLOCATION TO LAKE JOHN UTILITY EXTENSION	883,243.23
472	ALLOCATION TO HWY 55 IMPROVEMENTS	( 138,816.36)
493	ALLOCATION TO STREET MAINTENANCE CAPITAL	141,394.46
494	ALLOCATION TO STREET CAPITAL OUTLAY FUND	134,410.65
495	ALLOCATION TO PUBLIC WORKS/STREET EQUIP FUND	173,735.57
496	ALLOCATION TO FIRE EQUIPMENT FUND	93,724.94
497	ALLOCATION TO POLICE EQUIPMENT FUND	2,194.20
498	ALLOCATION TO BUILDING CAPITAL OUTLAY FUND	134,693.63
601	ALLOCATION TO WATER FUND	492,952.42
602	ALLOCATION TO SEWER FUND	301,499.09
603	ALLOCATION TO REFUSE/RECYCLING FUND	22,973.84
604	ALLOCATION TO TRAINING CENTER OPERATIONS	( 232,081.22)
605	ALLOCATION TO STORM UTILITY FUND	51,190.60
651	ALLOCATION TO CEMETERY FUND	( 46,551.65)
		<hr/>
	TOTAL ALLOCATIONS TO OTHER FUNDS	6,165,396.25
	ALLOCATION FROM COMBINED CASH FUND - 001-10100	( 6,165,396.25)
		<hr/>
ZERO PROOF IF ALLOCATIONS BALANCE		.00
		<hr/> <hr/>

**CITY OF ANNANDALE**  
SUMMARY REVENUES / EXPENDITURES COMPARED TO BUDGET  
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2023

**FUND 101 - GENERAL FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<b>REVENUE</b>					
TAXES	655,193.33	1,490,861.61	1,505,315.00	( 14,453.39)	99.04
LICENSES & PERMITS	6,204.33	122,469.28	77,850.00	44,619.28	157.31
INTERGOVERNMENTAL REVENUES	382.72	438,481.53	659,003.00	( 220,521.47)	66.54
PUBLIC CHARGES FOR SERVICE	108.50	211,351.50	275,565.00	( 64,213.50)	76.70
FINES & FORFEITURES	1,053.21	12,781.98	12,200.00	581.98	104.77
MISCELLANEOUS REVENUE	21,315.90	136,416.12	43,000.00	93,416.12	317.25
OTHER FINANCING SOURCES	.00	.00	30,000.00	( 30,000.00)	.00
<b>TOTAL FUND REVENUE</b>	<b>684,257.99</b>	<b>2,412,362.02</b>	<b>2,602,933.00</b>	<b>( 190,570.98)</b>	<b>92.68</b>
<b>EXPENDITURES</b>					
LEGISLATIVE	6,589.08	49,902.34	42,829.25	( 7,073.09)	116.51
ELECTIONS	.00	661.93	525.00	( 136.93)	126.08
PLANNING AND ZONING	6,399.08	26,062.53	6,402.25	( 19,660.28)	407.08
ADMINISTRATION	27,839.65	333,868.69	297,747.99	( 36,120.70)	112.13
ASSESSOR	.00	26,240.00	24,250.00	( 1,990.00)	108.21
DEPARTMENT 416	.00	.00	.00	.00	.00
DEPUTY REGISTRAR	.00	.00	.00	.00	.00
CITY HALL	3,044.12	90,433.85	56,610.57	( 33,823.28)	159.75
DEPARTMENT 420	.00	.00	.00	.00	.00
POLICE	64,480.34	806,080.62	825,600.63	19,520.01	97.64
FIRE	24,651.29	294,770.53	247,114.07	( 47,656.46)	119.29
BUILDING INSPECTOR	6,403.38	89,419.97	70,922.10	( 18,497.87)	126.08
CIVIL DEFENSE	.00	.00	400.00	400.00	.00
ANIMAL CONTROL	.00	.00	550.00	550.00	.00
PUBLIC WORKS	22,789.81	222,577.29	213,288.14	( 9,289.15)	104.36
STREETS	22,348.88	271,865.92	272,921.65	1,055.73	99.61
DEPARTMENT 441	.00	.00	.00	.00	.00
PARKS COMMISSION	209.93	4,974.72	3,512.23	( 1,462.49)	141.64
PARKS	4,091.72	119,905.54	140,920.85	21,015.31	85.09
LIBRARY	939.67	13,751.55	18,448.57	4,697.02	74.54
TIF & CAPITAL PROJECT FUNDS	.00	.00	.00	.00	.00
DEPARTMENT 492	.00	.00	.00	.00	.00
TRANSFERS OUT	.00	.00	393,090.00	393,090.00	.00
<b>TOTAL FUND EXPENDITURES</b>	<b>189,786.95</b>	<b>2,350,515.48</b>	<b>2,615,133.30</b>	<b>264,617.82</b>	<b>89.88</b>
<b>NET REVENUE OVER EXPENDITURES</b>	<b>494,471.04</b>	<b>61,846.54</b>	<b>( 12,200.30)</b>	<b>74,046.84</b>	<b>506.93</b>



Nov-23

								Current Period	Current Year Paid
DATE	BROKER	INVESTMENT	CUSIP #	INT RATE	TERM	MATURITY DATE	Cost Basis Value	Paid Earnings	Earnings
MONEY MARKET									
	ICD			0.40%			\$ 114,887.50	\$ 348.89	\$ 11,102.82
	LAKE CENTRAL CHECKING			0.50%			\$ 3,633,111.79	\$ 2,342.66	\$ 21,843.69
	NORTHLAND SECURITIES			VARIES			\$ 6,436.76	\$ 2,679.46	\$ 5,386.44
	LPL Financial			VARIES			\$ 10,564.11	\$ 6,180.31	\$ 35,036.94
	Lake Central CD			4.00%			\$ 5,121.16	\$ -	\$ 2,891.84
	4M FUND	Dividend Reinvest-average monthly rat		VARIES	LIQUID	N/A	\$ 39,279.60	\$ 170.94	\$ 1,735.97
	4M PLUS FUND	Dividend Reinvest -average montly rate		VARIES	LIQUID	N/A	\$ 2,885.37	\$ 12.62	\$ 128.60
				(TOTAL 4M PLUS)			\$ 42,164.97	\$ 183.56	\$ 1,864.57
Money Market Total							\$ 3,812,286.29	\$ 11,734.88	\$ 78,126.30
SHORT,MID & LONG TERM INVESTMENTS									
PURCHASE DATE	BROKER	INVESTMENT	CUSIP #	INT RATE	TERM	MATURITY DATE	Cost Basis Value	Total	
10/20/2022	NORTHLAND SECURITIES	Bank Hapoalium, B M New York	06251A-4V-9	4.75%	18 mos	5/6/2024	\$ 111,000.00	\$	111,000.00
7/20/2022	Lake Central Bank CD	Annandale, MN		3.5000%	12 mos	7/20/2024	\$ 250,000.00	\$	250,000.00
7/25/2022	ICD	Ally Bank Midvale, UT	02007GWW9	3.35%	24 mos	7/28/2025	\$ 200,000.00		
							\$ -		
7/29/2020	ICD	BMO Harris, Chicago, IL	05600XAN0	0.55%	4 yrs	7/29/2024	\$ 250,000.00		
6/24/2021	ICD	Texas Exchange Bank, Crowley TX	88241TLK4	0.50%	3 yrs	7/9/2024	\$ 101,000.00		
3/24/2021	ICD	BMW Bank of Amer, Salt Lake City, UT	05580AZD9	0.45%	3 yrs	3/26/2024	\$ 178,000.00		
12/27/2021	ICD	State Bank of India, New York, NY	856285B59	1.40%	5 yrs	12/30/2026	\$ 101,000.00	\$	830,000.00
12/22/2022	LPL Financial	Ally Bank, MidVale, UT	02007GQA4	2.65%		4/29/2024	\$ 250,000.00		
12/22/2022	LPL Financial	Barclays Bank DE, DE	06740KRG4	4.90%		11/18/2024	\$ 250,000.00		
12/22/2022	LPL Financial	Capital One NA, Mclean, VA	14042RSH5	3.30%		7/1/2024	\$ 100,000.00		
12/22/2022	LPL Financial	Manufacturers & Traders, Buffalo, NY	564759RK6	4.85%		6/17/2024	\$ 250,000.00		
12/22/2022	LPL Financial	PNC Bank NA, Wilmington, DE	69355NBZ7	4.50%		12/28/2023	\$ 175,000.00		
12/22/2022	LPL Financial	Wells Fargo Bank NA, Sioux Falls, SD	9497634U7	4.70%		12/22/2023	\$ 175,000.00	\$	1,200,000.00
Investments Total							\$ 2,391,000.00		\$ 2,391,000.00
MM & Investments Total							\$ 6,203,286.29		
Interest							\$ 11,734.88		
Total							\$ 6,215,021.17		

## DMV Annual Revenue Summary

	2020		2021		2022		2023	
	Motor Vehicle		Motor Vehicle		Motor Vehicle		Motor Vehicle	
	Monthly	Cumulative	Monthly	Cumulative	Monthly	Cumulative	Monthly	Cumulative
Jan	\$ 24,253	\$ 24,253	\$ 17,265	\$ 17,265	\$ 20,614	\$ 20,614	\$ 20,110	\$ 20,110
Feb	\$ 20,464	\$ 44,717	\$ 22,133	\$ 39,398	\$ 22,571	\$ 43,185	\$ 23,144	\$ 43,254
Mar	\$ 13,553	\$ 58,270	\$ 21,456	\$ 60,854	\$ 18,214	\$ 61,399	\$ 16,825	\$ 60,079
April	\$ 5,773	\$ 64,043	\$ 21,120	\$ 81,974	\$ 16,468	\$ 77,867	\$ 15,809	\$ 75,888
May	\$ 9,976	\$ 74,019	\$ 17,199	\$ 99,173	\$ 15,647	\$ 93,514	\$ 18,889	\$ 94,777
June	\$ 14,054	\$ 88,073	\$ 15,978	\$ 115,151	\$ 14,847	\$ 108,361	\$ 15,868	\$ 110,645
July	\$ 14,428	\$ 102,501	\$ 15,422	\$ 130,573	\$ 14,857	\$ 123,218	\$ 13,500	\$ 124,145
Aug	\$ 11,275	\$ 113,776	\$ 13,809	\$ 144,382	\$ 13,258	\$ 136,476	\$ 14,586	\$ 138,731
Sept	\$ 10,996	\$ 124,772	\$ 13,443	\$ 157,825	\$ 12,300	\$ 148,776	\$ 12,117	\$ 150,848
Oct	\$ 10,021	\$ 134,793	\$ 12,706	\$ 170,531	\$ 12,475	\$ 161,251	\$ 13,818	\$ 164,666
Nov	\$ 7,328	\$ 142,121	\$ 12,755	\$ 183,286	\$ 12,715	\$ 173,966	\$ 11,704	\$ 176,370
Dec	\$ 16,619	\$ 158,740	\$ 14,420	\$ 197,706	\$ 14,827	\$ 188,793	\$ 16,348	\$ 192,718

	DNR Transactions		DNR Transactions		DNR Transactions		DNR Transactions	
	Monthly	Cumulative	Monthly	Cumulative	Monthly	Cumulative	Monthly	Cumulative
Jan	\$ 2,382	\$ 2,382	\$ 2,314	\$ 2,314	\$ 1,572	\$ 1,572	\$ 2,087	\$ 2,087
Feb	\$ 1,267	\$ 3,649	\$ 1,225	\$ 3,539	\$ 2,069	\$ 3,641	\$ 1,107	\$ 3,194
Mar	\$ 1,033	\$ 4,682	\$ 1,373	\$ 4,912	\$ 1,556	\$ 5,197	\$ 1,026	\$ 4,220
April	\$ 357	\$ 6,356	\$ 2,860	\$ 7,772	\$ 1,667	\$ 6,864	\$ 1,397	\$ 5,617
May	\$ 1,674	\$ 8,130	\$ 2,747	\$ 10,519	\$ 2,494	\$ 9,358	\$ 3,091	\$ 8,708
June	\$ 1,774	\$ 9,937	\$ 1,827	\$ 12,346	\$ 2,029	\$ 11,387	\$ 2,365	\$ 11,073
Jule	\$ 1,807	\$ 10,747	\$ 1,891	\$ 14,237	\$ 1,703	\$ 13,090	\$ 1,166	\$ 12,239
Aug	\$ 810	\$ 11,634	\$ 860	\$ 15,097	\$ 796	\$ 13,886	\$ 1,027	\$ 13,266
Sept	\$ 887	\$ 12,311	\$ 1,001	\$ 16,098	\$ 977	\$ 14,863	\$ 711	\$ 13,977
Oct	\$ 677	\$ 12,670	\$ 587	\$ 16,685	\$ 496	\$ 15,359	\$ 536	\$ 14,513
Nov	\$ 359	\$ 14,130	\$ 557	\$ 17,242	\$ 653	\$ 16,012	\$ 1,481	\$ 15,994
Dec	\$ 1,460	\$ 14,130	\$ 1,510	\$ 18,752	\$ 3,436	\$ 19,448	\$ 1,261	\$ 17,255

DL Transactions		DL Transactions		DL Transactions		DL Transactions	
	\$ 1,304						

<b>Total</b>	<b>\$ 174,174</b>	<b>\$ 216,458</b>	<b>\$ 208,241</b>	<b>\$ 209,973</b>
--------------	-------------------	-------------------	-------------------	-------------------



# City Council Agenda

January 16, 2024

**Agenda Section:** Consent

**Agenda No.** 6C

**Report From:** Kelly Hinnenkamp, Admin

**Agenda Item:** Employment Anniversary/Steps

## Core Strategy:

- |  |  |
|--|--|
| <input type="checkbox"/> Inspire Community Engagement                  | <input type="checkbox"/> Provide Proactive Leadership    |
| <input checked="" type="checkbox"/> Increase Operational Effectiveness | <input type="checkbox"/> Ensure Safe/Well Kept Community |
| <input type="checkbox"/> Enhance Local Business Environment            | <input type="checkbox"/> Other: Compliance               |
| <input type="checkbox"/> Develop/Manage Strong Parks/Trails            |  |

---

## Background

The following Anniversaries/Step Increases are scheduled for June 2023:

- Tara Smith- 7 Years of Service and Step Increase
- Mitch Wicker- Step Increase

As part of the Compensation Study completed in 2023, the Personnel Committee is recommending wage adjustments as follows effective January 1, 2024. These adjustments were included in the 2024 budget.

- Administration Department Staff- 3% increase
- DMV Department Staff- 3% increase
- Administrative Assistant- PD- 3% increase
- Public Works Director- 3% increase

## Recommended Action

Approve as presented

---

## Attachments:

None



# City Council Agenda

January 16, 2024

**Agenda Section:** Consent

**Report From:** Kelly Hinnenkamp, Admin

**Agenda No.** 6D

**Agenda Item:** Resolution Approving Annual Appointments

**Core Strategy:**

- ☐ Inspire Community Engagement
- ☒ Increase Operational Effectiveness
- ☐ Enhance Local Business Environment
- ☐ Develop/Manage Strong Parks/Trails

- ☐ Provide Proactive Leadership
- ☐ Ensure Safe/Well Kept Community
- ☒ Other: Compliance

---

**Background**

The City is required to annual approve the appointments included in the attached resolution.

**Recommended Action**

Approve as presented

---

**Attachments:**

Resolution

RESOLUTION

24-01

Councilmember \_\_\_\_ introduced the following resolution and moved for its adoption:

RESOLUTION APPROVING ANNUAL APPOINTMENTS

WHEREAS, the City Council makes certain appointments annually at its first meeting of the year; and

WHEREAS, the City Council deems it advisable and in the best interest of the City to make the following appointments/designations effective immediately and continuing in effect until the successors have been duly appointed or designated by the City Council:

- Acting Mayor: 1<sup>st</sup> Quarter – Czycalla  
2<sup>nd</sup> Quarter – Wuollet  
3<sup>rd</sup> Quarter – Grundy  
4<sup>th</sup> Quarter – Honsey
- City Attorney: Civil – Jovanovich, Dege & Athmann (Alt: Shaddock Young & Brown)  
Prosecuting – Berglund, Baumgartner, Kimball & Glaser, LLC
- City Forester: Public Works Department
- City Weed Inspector: Mayor Jonas
- City Assistant Weed Inspectors: Public Works Department
- City Zoning Administrator: Community Development Director
- Official Depositories: Lake Central Bank; Northland Securities; League of MN Cities 4M Fund; ICD Securities, Inc., LPL Financial
- Official Newspaper: Annandale Advocate

NOW THEREFORE, BE IT RESOLVED by the City Council of Annandale, Wright County, Minnesota that the above appointments/designations are effective immediately.

The foregoing resolution was duly seconded by Councilmember \_\_\_\_, upon a vote being taken thereon, the following members voted in favor thereof: \_\_\_\_; the following members voted against: None; the following members abstained: None; the following members were absent: None.

WHEREUPON, said resolution was declared duly passed and adopted this 16<sup>th</sup> day of January, 2024.

\_\_\_\_\_  
City Clerk



# City Council Agenda

January 16, 2024

**Agenda Section:** Consent

**Agenda No.** 7G

**Report From:** Chief Kris Townsend

**Agenda Item:** Fire Appointments

**Core Strategy:**

- |   |  |
|---|--|
| <input type="checkbox"/> Inspire Community Engagement       | <input type="checkbox"/> Provide Proactive Leadership    |
| <input type="checkbox"/> Increase Operational Effectiveness | <input type="checkbox"/> Ensure Safe/Well Kept Community |
| <input type="checkbox"/> Enhance Local Business Environment | <input checked="" type="checkbox"/> Other: Compliance    |
| <input type="checkbox"/> Develop/Manage Strong Parks/Trails |  |

---

**Background**

The City is required to approve the attached Fire Appointments.

**Recommended Action**

Motion to approve Resolution Approving Appointments as presented.

---

**Attachments:**

Resolution Approving Appointments

**RESOLUTION**  
**23-02**

Councilmember \_\_\_\_\_ introduced the following resolution and moved for its adoption:

**RESOLUTION CONFIRMING/APPOINTING FIRE DEPARTMENT OFFICERS**

**WHEREAS**, the City Council desires to appoint new Fire Department Officers and confirm current officers, their terms and salaries;

**NOW, THEREFORE, BE IT RESOLVED BY THE ANNANDALE CITY COUNCIL:**

That the following are confirmed and appointed as Fire Department Officers with the positions, terms, and wages set forth below:

<u>Position</u>	<u>Name</u>	<u>Annual Wage</u>
Chief	Kris Townsend	\$5,000
Assistant Chief	Ryan Wang	\$3,000
Administrative Assistant	Dale Machovsky, Jr	\$2,000
Captain 1	Marc Fahey	\$1,200
Captain 2	Horacio Torres	\$1,200
Captain 3	Dale Machovsky, Jr	\$1,200

The foregoing resolution was duly seconded by Councilmember \_\_\_\_, upon a vote being taken thereon, the following members voted in favor thereof: \_\_\_\_\_, the following members voted against: None; the following members abstained: None; the following members were absent: None.

WHEREUPON, said resolution was declared duly passed and adopted this 16<sup>th</sup> day of January, 2024.

\_\_\_\_\_  
City Clerk



# City Council Agenda

January 16, 2024

**Agenda Section:** Consent

**Agenda No.** 7H

**Report From:** Kelly Hinnenkamp, Admin

**Agenda Item:** Council Appointments

## Core Strategy:

- |  |  |
|--|--|
| <input type="checkbox"/> Inspire Community Engagement                  | <input checked="" type="checkbox"/> Provide Proactive Leadership                 |
| <input checked="" type="checkbox"/> Increase Operational Effectiveness | <input type="checkbox"/> Ensure Safe/Well Kept Community                         |
| <input type="checkbox"/> Enhance Local Business Environment            | <input type="checkbox"/> Other: <a href="#">Click or tap here to enter text.</a> |
| <input type="checkbox"/> Develop/Manage Strong Parks/Trails            |  |

---

## Background

Below are the Committee Appointments for 2023

- **Care Center** – Grundy (Czycalla alternate)
- **Cemetery** – Wuollet
- **Community Ed/Youth First** – Grundy (Honsey alternate)
- **Economic Development** – Jonas & Honsey
- **Finance** – Jonas & Czycalla
- **Fire Commission** – Czycalla & Wuollet (Grundy alternate)
- **Multi-Use Athletic Field Complex** – Wuollet & Honsey
- **Personnel** - Jonas & Wuollet
- **Wastewater Commission** –Honsey & Czycalla (Grundy alternate)
- **Sewer and Water Committee**- Grundy & Czycalla
- **Facilities Committee**- Czycalla & Grundy
- **Technology Committee**- Czycalla & Wuollet

## Recommended Action

Motion to approve Committee Appointments.

---

## Attachments:

None





# City Council Agenda

January 16, 2024

**Agenda Section:** Consent

**Agenda No.** 6G

**Report From:** Kelly Hinnenkamp, Admin

**Agenda Item:** Schedule Council Workshop

## Core Strategy:

- |  |  |
|--|--|
| <input type="checkbox"/> Inspire Community Engagement                  | <input checked="" type="checkbox"/> Provide Proactive Leadership                 |
| <input checked="" type="checkbox"/> Increase Operational Effectiveness | <input type="checkbox"/> Ensure Safe/Well Kept Community                         |
| <input type="checkbox"/> Enhance Local Business Environment            | <input type="checkbox"/> Other: <a href="#">Click or tap here to enter text.</a> |
| <input type="checkbox"/> Develop/Manage Strong Parks/Trails            |  |

---

## Background

The Council has previously held an annual goal planning workshop at 5pm before the February Council Meeting. That meeting is scheduled for February 12<sup>th</sup>.

## Recommended Action

Approve Council Workshop February 12, 2024 at 5pm

---

## Attachments:

None



# City Council Agenda

January 16, 2024

**Agenda Section:** Consent

**Report From:** Chief Standafer

**Agenda No.** 6H

**Agenda Item:** Resolution Appointing FT Police Officer

## Core Strategy:

- ☐ Inspire Community Engagement
- ☒ Increase Operational Effectiveness
- ☐ Enhance Local Business Environment
- ☐ Develop/Manage Strong Parks/Trails

- ☐ Provide Proactive Leadership
- ☒ Ensure Safe/Well Kept Community
- ☐ Other: [Click or tap here to enter text.](#)

---

## Background

Police Chief Standafer is recommending appointment of Sterling Weinzetl to the position of FT Police Officer effective January 17, 2023. This appointment will fill the vacancy created with the retirement of Sergeant Nancy Engfer.

## Recommended Action

Approve Resolution as presented

---

## Attachments:

Resolution

**RESOLUTION**  
**24-\_\_**

Councilmember \_\_\_\_\_ introduced the following resolution and moved for its adoption:

**APPOINTING FT POLICE OFFICER**

**Sterling Weinzetl**

**WHEREAS**, the City Council has deemed it advisable and in the best interest of the City to appoint a FT Police Officer; and

**WHEREAS**, staff have recommended the appointment of Sterling Weinzetl to the position of FT Police Officer with such appointment to be effective January 16, 2024 at Step 7 of the City's year 2024 step plan. All future salary and other employee benefits to be in accordance with state and federal laws and the City's personnel policies for full-time employees, as such policies may hereafter be amended.

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

1. That Sterling Weinzetl is hereby hired as an at will employee of the City in the position of FT Police Officer effective January 16, 2024.
2. That Sterling Weinzetl will commence employment at Step 7 of the City's year 2024 step plan. All future salary and other employee benefits to be in accordance with state and federal laws and the City's personnel policies for full-time employees, as such policies may hereafter be amended.

The foregoing resolution was duly seconded by Councilmember \_\_\_\_\_, upon a vote being taken thereon, the following members voted in favor thereof: \_\_\_\_\_; the following members voted against: None; the following members abstained: Wuollet; the following members were absent: None.

WHEREUPON, said resolution was declared duly passed and adopted this 16<sup>th</sup> day of January, 2024.

\_\_\_\_\_  
City Clerk



# City Council Agenda

January 16, 2024

**Agenda Section:** Consent

**Agenda No.** 6I

**Report From:** Chief Standafer

**Agenda Item:** Resolution Appointing PT Officer

**Core Strategy:**

- |   |  |
|---|--|
| <input type="checkbox"/> Inspire Community Engagement       | <input checked="" type="checkbox"/> Provide Proactive Leadership                 |
| <input type="checkbox"/> Increase Operational Effectiveness | <input checked="" type="checkbox"/> Ensure Safe/Well Kept Community              |
| <input type="checkbox"/> Enhance Local Business Environment | <input type="checkbox"/> Other: <a href="#">Click or tap here to enter text.</a> |
| <input type="checkbox"/> Develop/Manage Strong Parks/Trails |  |

---

**Background**

Chief Standafer is recommending appointment of Caleb Elness to the position of PT Police Officer.

**Recommended Action**

Approve Resolution as presented

---

**Attachments:**

Resolution

# RESOLUTION

24-\_\_

Councilmember \_\_\_\_ introduced the following resolution and moved for its adoption:

## APPOINTING POLICE DEPARTMENT PART TIME OFFICER

Caleb Elness

**WHEREAS**, the City Council has deemed it advisable and in the best interest of the City to appoint a Part Time Police Officer; and

**WHEREAS**, staff have recommended the appointment of Caleb Elness to the position of part time Police Officer, with such appointment to be effective January 16, 2024 at an hourly rate of \$35. All future salary and other employee benefits to be in accordance with state and federal laws and the City's personnel policies for part-time employees, as such policies may hereafter be amended.

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

1. That Caleb Elness is hereby hired as an at will employee of the City in the position of part-time Police Officer effective January 16, 2024.
2. That Caleb Elness will commence employment at an hourly rate of \$35. All future salary and other employee benefits to be in accordance with state and federal laws and the City's personnel policies for part-time employees, as such policies may hereafter be amended.

The foregoing resolution was duly seconded by Councilmember \_\_\_\_, upon a vote being taken thereon, the following members voted in favor thereof: \_\_\_\_; the following members voted against: None; the following members abstained: None; the following members were absent: None.

WHEREUPON, said resolution was declared duly passed and adopted this 16<sup>th</sup> day of January, 2024.

---

City Clerk



# City Council Agenda

January 16, 2024

**Agenda Section:** Consent

**Agenda No.** 6J

**Report From:** Kelly Hinnenkamp, Admin

**Agenda Item:** PERA Resolution

**Core Strategy:**

- |   |  |
|---|--|
| <input type="checkbox"/> Inspire Community Engagement       | <input type="checkbox"/> Provide Proactive Leadership    |
| <input type="checkbox"/> Increase Operational Effectiveness | <input type="checkbox"/> Ensure Safe/Well Kept Community |
| <input type="checkbox"/> Enhance Local Business Environment | <input checked="" type="checkbox"/> Other: Compliance    |
| <input type="checkbox"/> Develop/Manage Strong Parks/Trails |  |

---

**Background**

Attached is the required PERA Resolution for the appointment of a PT Police Officer.

**Recommended Action**

Approve Resolution as presented

---

**Attachments:**

Resolution

# RESOLUTION

24-\_\_

Councilmember \_\_\_\_ introduced the following resolution and moved for its adoption:

## **RESOLUTION DECLARING PERA ELIGIBILITY FOR PART TIME POLICE OFFICER (Elness)**

**WHEREAS**, the policy of the State of Minnesota as declared in Minnesota Statutes 353.63 is to give special consideration to employees who perform hazardous work and devote their time and skills to protecting the property and personal safety of others; and

**WHEREAS**, Minnesota Statutes Section 353.64 permits governmental subdivisions to request coverage in the Public Employees Police and Fire plan for eligible employees of police departments whose position duties meet the requirements stated therein and listed below.

**BE IT RESOLVED** that the City of Annandale, hereby declares that the position titled part-time Police Officer, currently held by Benjamin Berkowitz, meets all of the following Police and Fire membership requirements:

1. Said position requires a license by the Minnesota peace officer standards and training board under sections 626.84 to 626.863 and this employee is so licensed;
2. Said position's primary (over 50%) duty is to enforce the general criminal laws of state;
3. Said position charges this employee with the prevention and detection of crime;
4. Said position gives this employee the full power of arrest, and
5. Said position is assigned to a designated police or sheriff's department.

**BE IT FURTHER RESOLVED** that this governing body hereby requests that the above named employee be accepted as a member of the Public Employees Police and Fire Plan effective the date of this employee's initial Police and Fire salary deduction by the governmental subdivision.

The foregoing resolution was duly seconded by Councilmember \_\_\_\_, upon a vote being taken thereon, the following members voted in favor thereof: \_\_\_\_; the following members voted against: none; the following members abstained: none; the following members were absent: none.

WHEREUPON, said resolution was declared duly passed and adopted this 16<sup>th</sup> day of January, 2024.

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City Clerk



# City Council Agenda

January 16, 2024

**Agenda Section:** Consent

**Agenda No.** 6K

**Report From:** Kelly Hinnenkamp, Admin

**Agenda Item:** City Hall Rental Agreement

## Core Strategy:

- |  |  |
|--|--|
| <input type="checkbox"/> Inspire Community Engagement                  | <input checked="" type="checkbox"/> Provide Proactive Leadership                 |
| <input checked="" type="checkbox"/> Increase Operational Effectiveness | <input type="checkbox"/> Ensure Safe/Well Kept Community                         |
| <input type="checkbox"/> Enhance Local Business Environment            | <input type="checkbox"/> Other: <a href="#">Click or tap here to enter text.</a> |
| <input type="checkbox"/> Develop/Manage Strong Parks/Trails            |  |

---

## Background

Attached is a copy of the City Hall rental agreement with proposed amendments. Staff is proposing to limit the hours from 9am to 9pm.

## Recommended Action

Approve as presented

---

## Attachments:

Copy of Rental Agreement



# City of Annandale

## City Hall Community Room Rental Agreement

Rental Date (MM/DD/YYYY) \_\_\_\_\_

Rental fee                      Monday-Friday \$20    Saturday-Sunday \$100

- Half of the rental fee is due upon reserving Community Room
- Balance is due upon key pick-up

Damage Deposit              Monday-Friday \$50    Saturday-Sunday \$200

- Damage deposit will be returned after the Community Room is inspected for cleanliness, damage and return of the key

Contact Information    City of Annandale  
30 Cedar Street E  
P O Box K  
Annandale MN 55302  
(320) 274-3055  
Office Hours: Monday – Friday 8:00 a.m. to 4:30 p.m.

## RENTAL RULES

- ⇒ Rental hours are 9:00 a.m. to ~~11:00~~ 9:00 p.m. The community room has 40 chairs and 4 (8-foot) tables.
- ⇒ **NO** alcohol or smoking in the building
- ⇒ **NO loud music**
- ⇒ **NO confetti or glitter**
- ⇒ **NO decorations allowed of any type on walls**
- ⇒ **NO** pets are allowed
- ⇒ The building **must be** left in the same condition as it was prior to rental (includes restrooms, hallways, as well as rental space)
- ⇒ Garbage must be removed from the building. Dumpster is located behind In Hot Water Coffee Shop

I, \_\_\_\_\_, representing \_\_\_\_\_  
do understand that my group and I will abide by all the rules set forth above and agree that we are monetarily responsible for any damages to the premises over and above normal wear and tear for use of the premises on \_\_\_\_\_.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Address \_\_\_\_\_

Telephone Number \_\_\_\_\_



# City Council Agenda

January 16, 2024

**Agenda Section:** Consent

**Agenda No.** 6L

**Report From:** Kelly Hinnenkamp, Admin

**Agenda Item:** Appointment of Election Judges

**Core Strategy:**

- |   |  |
|---|--|
| <input type="checkbox"/> Inspire Community Engagement       | <input type="checkbox"/> Provide Proactive Leadership    |
| <input type="checkbox"/> Increase Operational Effectiveness | <input type="checkbox"/> Ensure Safe/Well Kept Community |
| <input type="checkbox"/> Enhance Local Business Environment | <input checked="" type="checkbox"/> Other: Compliance    |
| <input type="checkbox"/> Develop/Manage Strong Parks/Trails |  |

---

**Background**

Attached is a resolution appointing Election Judges for the 2024 Presidential Primary Election

**Recommended Action**

Approve as presented

---

**Attachments:**

Resolution

**RESOLUTION**

**24-\_\_**

Councilmember \_\_ introduced the following resolution and moved for its adoption.

**RESOLUTION APPOINTING  
PRESIDENTIAL NOMINATING PRIMARY ELECTION JUDGES**

**WHEREAS**, the City Council is desirous of appointing election judges for the 2024 Presidential Nominating Primary; and

**WHEREAS**, the City Council is designating the following individuals to serve in the capacity of election judge:

**NAMES**

Sharon Peterson	Jen Holm
Lonnie Baack	Krista Hayes
Matt Steidl	Barb Strand
Nikki Seaberg	Terri Midkff
Kristine Holthusen	Steph Nilson
Margaret Strand	Kelly Hinnenkamp
JoAnn Quandt	Jacob Thunander, Head Judge
Rebecca Gunnarson	

**WHEREAS**, the City Council approves the salaries of regular judges at \$18 per hour and the salaries of head judges at \$20 per hour.

**NOW THEREFORE, BE IT RESOLVED** that the City Council of Annandale, Wright County, Minnesota, does hereby formally appoint the above persons as election judges and does hereby establish the wage rates as set forth above. The City Clerk is authorized to provide substitutions as necessary.

The foregoing resolution was duly seconded by Councilmember \_\_\_\_, upon a vote being taken thereon, the following members voted in favor thereof: \_\_; the following members voted against: None; the following members abstained: None; the following members were absent: None.

WHEREUPON, said resolution was declared duly passed and adopted this 16<sup>TH</sup> day of January, 2024

\_\_\_\_\_  
City Clerk



# City Council Agenda

January 16, 2024

**Agenda Section:** Consent

**Agenda No.** 6M

**Report From:** Kelly Hinnenkamp, Admin

**Agenda Item:** Resolution Accepting Donations

## Core Strategy:

- |  |  |
|--|--|
| <input checked="" type="checkbox"/> Inspire Community Engagement       | <input type="checkbox"/> Provide Proactive Leadership                            |
| <input checked="" type="checkbox"/> Increase Operational Effectiveness | <input checked="" type="checkbox"/> Ensure Safe/Well Kept Community              |
| <input type="checkbox"/> Enhance Local Business Environment            | <input type="checkbox"/> Other: <a href="#">Click or tap here to enter text.</a> |
| <input type="checkbox"/> Develop/Manage Strong Parks/Trails            |  |

---

## Background

Minnesota State Statute 465.03-.04 requires gifts/donations to municipalities to be accepted by resolution.

The City Council is asked to accept the following donation for improvements in the city parks:

- Fire Relief Donation- \$40,000

## Recommended Action

Approve Resolution as presented

---

## Attachments:

Resolution

**CITY OF ANNANDALE  
RESOLUTION NO. 24-\_\_**

**RESOLUTION ACCEPTING DONATIONS TO CITY**

**WHEREAS**, the City of Annandale is generally authorized to accept donations of real and personal property pursuant to Minnesota Statutes Section 465.03 and 465.04 for the benefit of its citizens in accordance with the terms prescribed by the donor. Said gifts may be limited under provisions of MN Statutes Section 471.895.

**WHEREAS**, the following persons and entities have offered to contribute the cash amounts set forth below to the city:

<u>Name of Donor:</u>	Annandale Fire Relief
<u>Donation Type:</u>	Fire Relief Contribution
<u>Amount:</u>	\$40,000

<u>Name of Donor:</u>	Annandale Lions
<u>Donation Type:</u>	Year End Donation
<u>Amount:</u>	\$25,000

<u>Name of Donor:</u>	Annandale Lions
<u>Donation Type:</u>	Scout 354 Handicap Swing Project (Eagle Scout)
<u>Amount:</u>	\$5,000

**WHEREAS**, all such donations have been contributed to the city for the benefit of its citizens, as allowed by law; and

**WHEREAS**, the City Council finds that it is appropriate to accept the donations offered.

**NOW THEREFORE**, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ANNANDALE, MINNESOTA AS FOLLOWS:

1. The donations described above are accepted and shall be used to establish and/or operate services either alone or in cooperation with others, as allowed by law.
2. The city clerk is hereby directed to issue receipts to each donor acknowledging the city's receipt of the donor's donation.

Adopted by the City Council of Annandale this 16<sup>th</sup> day of January 2024.

\_\_\_\_\_  
Shelly Jonas, Mayor

Attested:

\_\_\_\_\_  
Kelly Hinnenkamp, City Administrator/Clerk



# City Council Agenda

January 16, 2024

**Agenda Section:** Consent

**Agenda No.** 6N

**Report From:** Jacob Thunander,  
Community Development  
Director

**Agenda Item:** Consideration of  
Approving Massage Therapy License

**Core Strategy:**

- ☐ Inspire Community Engagement
- ☐ Increase Operational Effectiveness
- ☐ Enhance Local Business Environment
- ☐ Develop/Manage Strong Parks/Trails

- ☐ Provide Proactive Leadership
- ☒ Ensure Safe/Well Kept Community
- ☐ Other:

---

## BACKGROUND

City Code Chapter 120 requires massage therapists to be licensed with the City. Staff received an application from Hailey Peacock dba Hailey's Healing Hands. The business would be located at 93 Oak Avenue S, Suite 2.

Per the requirements of the ordinance, background investigations were completed by Annandale Police Department and the applicant was cleared. It appears the applicant has met the requirements of the ordinance and recommends approval of the license.

Currently, there are 5 massage therapists with active licenses in the city.

## Recommended Action

Approve License for Ms. Peacock

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## Attachments:

- Chapter 120: Massage Services
- Application

## CHAPTER 120: MASSAGE SERVICES

### Section

- 120.01 Purpose and Intent
- 120.02 Definitions
- 120.03 Exceptions
- 120.04 Massage Therapist License Required
  
- 120.99 Penalty

### SECTION 120.01 PURPOSE AND INTENT.

The City Council deems it necessary to provide for the licensing and regulation of massage service enterprises in order to protect the public health, safety and welfare.

### SECTION 120.02 DEFINITIONS.

*Massage* means any process or procedure consisting of rubbing, stroking, kneading or tapping by any means upon the external body of a patron.

*Massage Establishment* means a place where massage is practiced.

*Patron* means any person who receives a massage under such circumstances that is reasonably expected that he or she shall pay money or give any consideration therefor.

*Recognized School* means any school or institution of learning which has for its purpose the teaching of the theory, method, profession or work of massage therapists, which school requires a resident course of study of not less than seventy (70) hours before the student shall be furnished a diploma or certificate of graduation from such school following successful completion of such course of study or learning. Such school must show current membership in good standing in the American Massage and Therapy Association or other recognized professional massage organization. Schools offering a correspondence course not requiring actual attendance of class shall not be deemed a recognized school.

### SECTION 120.03 EXCEPTIONS.

This article shall not apply to the following classes of individuals while engaged in the duties of their professions:

(A) Health Professionals. Physicians, surgeons, chiropractors, osteopaths or physical therapists licensed to practice their respective profession under the laws of the State of Minnesota, or nurses registered under the laws of the State of Minnesota when performed under the direction of a licensed physician, surgeon, chiropractor or osteopath.

(B) Barbers and Beauticians. Barbers and beauticians licensed under the laws of the State of Minnesota; provided that such massage is limited to the head and scalp.

(C) Coaches and Trainers. Coaches and trainers of educational institutions acting within the scope of their employment.

#### **SECTION 120.04 MASSAGE THERAPIST LICENSE REQUIRED.**

Massage therapists shall be licensed as provided in this Section.

(A) Application. Applications for License required by this section shall be in writing in the form required by the City Clerk.

(B) Form of Application. At a minimum, the application form for a license under this section shall require the following:

1. The application's full name, address, social security number, written proof that the age of the applicant is at least eighteen (18) years, and two (2) recent photographs not more than six (6) months old and at least two (2) inches by two (2) inches in size.

2. The applicant's two (2) previous addresses and dates of residences.

3. Occupation for three (3) years preceding date of application.

4. Diploma or certificate of graduation from a recognized school.

5. A statement that the applicant has not been convicted of any crime concerning dishonesty, fraud, deceit or immorality.

6. A verified statement signed by the applicant that all information contained in the statement is true and correct.

(C) Application Fee. Each application for a license under this division shall be accompanied by a fee to defray the cost of investigation and administration. The fee shall be established by the City Council.

(D) Investigation and Issuance of Application. After investigation by the police department, the City Council may issue to the applicant a massage therapist license; provided that a license may be denied to any applicant who has within the previous two (2) years been convicted of an action for which a license could be revoked or suspended as set forth in this Ordinance.

(E) Revocation or Suspension of License. The City Council may revoke or suspend a license issued under this division for any one of the following:



1. Violation of any provision of this article.

2. If the City Council has reasonable ground to believe that any licensee is infected with a contagious or communicable disease.

(F) Specific Regulations.

1. The therapist shall prominently and publicly display his/her license at all times during massages.

2. Massages shall not be given unless patrons are wearing clothing fully covering their genitals.

3. Massages shall not be given to patrons who have open sores or other visible signs of communicable diseases.

4. The therapist shall report any change of facts regarding any information which was required in his or her license application to the City Clerk, within ten (10) days after such change.

5. It shall be unlawful for a massage therapist to touch or massage with his or her hands or body a sexual or genital part of a patron or to allow to touch or massage with his or her hands or body a sexual or genital part of the therapist.

6. It shall be unlawful for a massage therapist or patron to expose his or her genital parts to any other person.

Penalty, see Section 10.99



**Administration Department**  
PO Box K Phone: 320.274.3055  
30 Cedar Street E Fax: 320.274.5728  
Annandale, MN 55302 city@annandale.mn.us

## Massage Therapist License Application

Date: 01/01/2024

Application is hereby submitted for a Massage Therapist License within the City of Annandale, in accordance with City Ordinance. License applications are due annually by January 1<sup>st</sup>.

Enclose with the application:

- Completed Background Investigation Consent Release Form with fee of \$35.
- Diploma or certificate of graduation from a recognized school.
- Written proof of age – must be 18 years or older
- Two (2) recent photographs not taken more than six (6) months old (examples: identification card, passport, employee badge, etc.)

1. Full Legal Name: Peacock Hailey Dawn  
Last First Middle

2. Have you ever used or been known by any name other than your full legal name?

☒ No

☐ Yes, list each name along with dates and places where used:

3. Social Security Number: \_\_\_\_\_ Date of Birth: \_\_\_\_\_  
4. Daytime Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_  
5. Home Address: \_\_\_\_\_

6. Two (2) previous addresses and dates of residences:

1. \_\_\_\_\_
2. \_\_\_\_\_

7. Name of business and address where practicing:

Hailey's Healing Hands - 93 Oak Ave S #2

8. Occupation for three (3) years preceding date of application:

Licensed Massage Therapist

9. Name and address of training institution(s) attended. Must attach diploma or certificate of graduation.:

Minnesota School of Business - Waite Park

10. Other communities you are licensed in or have been licensed in to perform massage services and status of that license.

Duluth, mn

11. Have you ever been denied a license to perform massage services, or have you had a license revoked or suspended, and if so, state the circumstances of such denial, revocation or suspension.

NO

12. Description of any crime or other offense convicted of concerning dishonesty, fraud, deceit or immorality.

None

**DATA PRACTICES ADVISORY:** The data supplied in this application will be used to assess the qualifications for a license. This data is not legally required but the City will not be able to grant the license without it. If a license is granted, the data will constitute a public record.

I hereby certify that the foregoing statements are true and correct to the best of my knowledge and that the giving of false information or the failure to give pertinent information constitutes cause for revocation of this permit. Further, I agree to comply with all the provisions of the ordinance under which this license is granted.

Applicant's Signature: Harv J. Lewis

Date: 1/1/2024

OFFICE USE ONLY

Approved by \_\_\_\_\_

Date \_\_\_\_\_

Findings of Background check:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

If any of the above information changes following the approval of a license, the applicant is required to report such changes to the City of Annandale, within ten (10) days after such change.

City  
of **Annandale**  
Police Department

1/10/2024

Jacob Thunander  
City of Annandale

Jacob –

I ran the criminal history for Ms. Peacock related to a massage therapist license with the City of Annandale. I found no criminal history for the applicant.

Thank you,



Tara Smith  
Annandale PD TAC



# Minnesota School of Business



on the recommendation of the Faculty hereby confers upon


Hailey Helmin

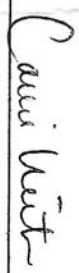
an Associate in Applied Science Degree in

Massage Therapy

Together with all honors, rights, and privileges belonging to that degree.  
In witness whereof, this diploma is granted.

Given on the twentieth day of March, Two Thousand and Fifteen.

  
Campus Director

  
Dean of Students



# City Council Agenda

January 16, 2024

**Agenda Section:** Consent

**Agenda No.** 60

**Report From:** Kelly Hinnenkamp, Admin

**Agenda Item:** Update on THC Registration

**Core Strategy:**

- |  |   |
|--|---|
| <input type="checkbox"/> Inspire Community Engagement                  | <input type="checkbox"/> Provide Proactive Leadership               |
| <input type="checkbox"/> Increase Operational Effectiveness            | <input checked="" type="checkbox"/> Ensure Safe/Well Kept Community |
| <input checked="" type="checkbox"/> Enhance Local Business Environment | <input checked="" type="checkbox"/> Other: Compliance               |
| <input type="checkbox"/> Develop/Manage Strong Parks/Trails            |   |

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**Background**

Effective 1/1/24 the City requires businesses interested in selling THC products to register with the City. Staff wanted to provide an update to Council that one registration application was submitted from O'Buds. Pending the completion of a successful background, they will be compliant with the City regulations for the sale of THC products.

**Recommended Action**

No Action Required

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**Attachments:**

None



# City Council Agenda

January 16, 2024

**Agenda Section:** New Business  
**Report From:** Administration, Police

**Agenda No.** 9A  
**Agenda Item:** Consideration of amendments to the Zoning Ordinance

**Core Strategy:**

- ☐ Inspire Community Engagement
- ☐ Increase Operational Effectiveness
- ☐ Enhance Local Business Environment
- ☐ Develop/Manage Strong Parks/Trails

- ☐ Provide Proactive Leadership
- ☒ Ensure Safe/Well Kept Community
- ☒ Other: Planning Item

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## BACKGROUND

Effective July 1, 2022, the Minnesota State Legislature made it legal to sell certain consumables infused with tetrahydrocannabinol (THC). In response, the City adopted a moratorium on this (August 2022) and related uses to allow for a study on the issue and to prepare ordinances related to this new use of property. The moratorium was in effect for 1 year.

During the moratorium, the City developed a zoning ordinance amendment (March 2023) that would allow for THC retail sales establishments in the C-2 District. Additionally, they were required to be a minimum of 1,000 feet from a school and 500 feet from a day care center, residential treatment facility, or an attraction within a public park that is regularly used by minors (e.g. playground). The ordinance was in effect following the end of the moratorium (August 2023). The distance requirement meets the maximum allowed setback by statutory authority.

## REQUEST

Best Buds of A Town has approached the City to allow THC retail sales at property located at 75 Elm Street E. Although the property is located in the C-2 District, it is located approximately 980 feet from Annandale Middle School. The applicants have requested a reduction in the distance requirement for THC retail sales establishment from schools to 750 feet and parks to 250 feet. The applicants feel that Highway 55 and CP rail road provide additional buffers and should be considered for the request to reduce the set standard.

Because THC retail sales establishments are established uses in zoning districts, a zoning text amendment is the only option that would allow such use at the proposed location. If approved, the zoning amendment would apply to the city overall and allow the use in more areas of the C-2 District. State law prohibits a city from permitting by variance any use that is not permitted under the ordinance for the zoning district where the property is located (Minn. Stat. § 462.357, subd. 6).

## PLANNING COMMISSION RECOMMENDATION

Due to the timing of the Planning Commission meeting, a verbal update of the recommendation from the Planning Commission will be provided along with any public comments that were received.

**Recommended Action**

Staff defer to the City Council for action related to the request. Staff reached out to the Wright County cities to understand how they are approaching this topic. Seven cities responded, with none of them amending their zoning ordinance at this point, but all of them considering an amendment within the next year.

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**Attachments:**

- Applicant Narrative
- Current Zoning Ordinance 150.32 Central Business – Fringe District (C-2)
- Current THC Retail Establishment Buffer Map



## Jacob Thunander

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**From:** Andrew Frei  
**Sent:** Tuesday, January 2, 2024 11:56 AM  
**To:** Jacob Thunander  
**Subject:** Re: Land Use Application  
**Attachments:** image001.jpg

Good morning Jacob,

We are requesting a text amendment to the current cannabis zoning, asking for st hwy 55 and the CP rail road line as bufferers to the current zones. Or for a rezone asking for schools to be dropped to 750 and parks to 250. We (best buds) don't think that any current businesses on hwy 55 will change direction and start attempting to sell cannabis because of the zoning changes.

With the city issuing licenses beginning Jan 1st of this year, the city can also allow or not allow the sale based on council approval or denial. (As far as I understood)

We'd like to see cannabis treated the same as off sale alcohol. As the city already has a no use law, and no on sale businesses are able to sell it.

I don't know if that's too much or not enough.

Thanks, I'll swing by tomorrow after work and sign it.

I hope you had a wonderful new years eve and that rolls over into your 2024.

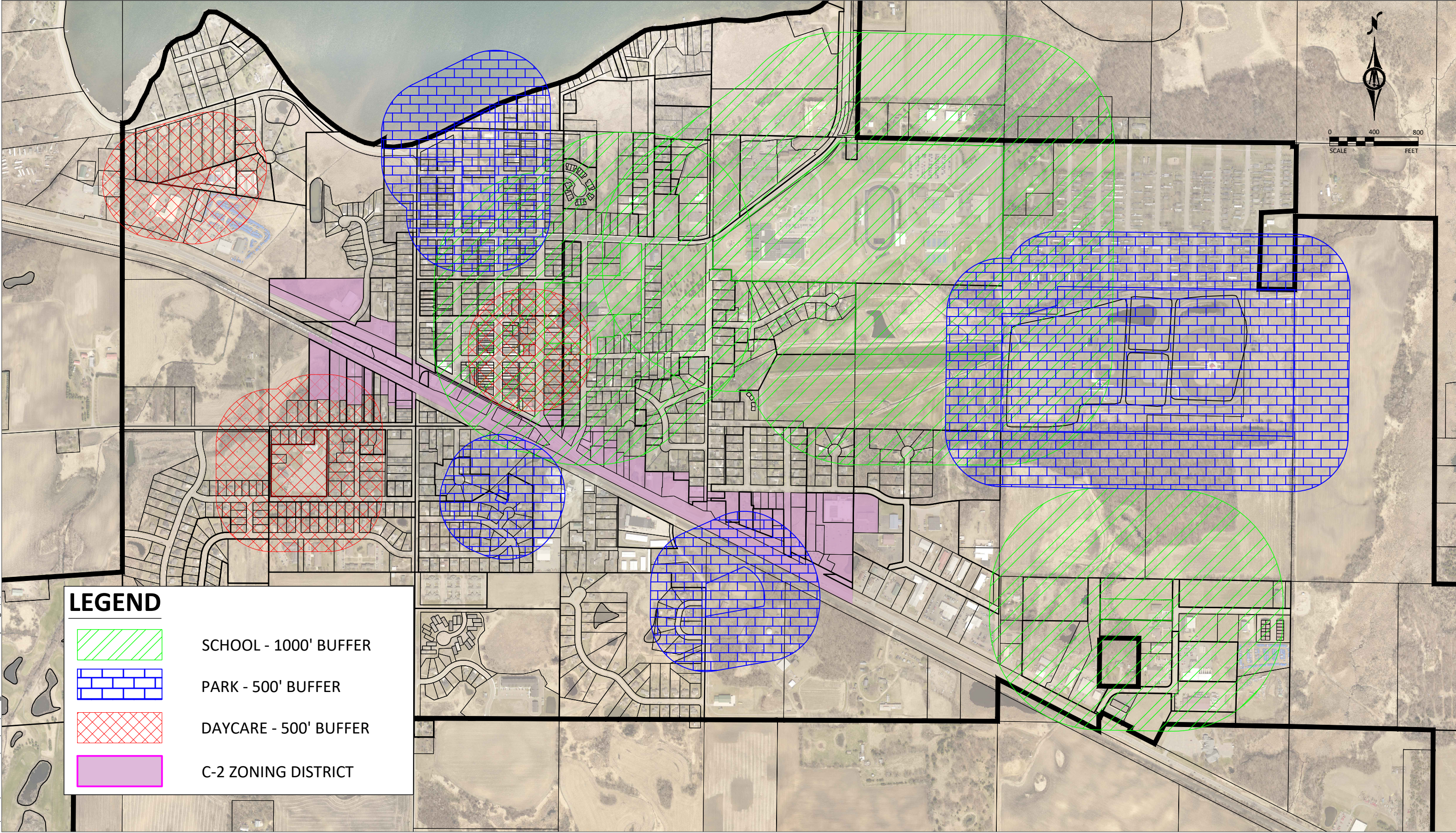
Andy Frei

## SECTION 150.32 CENTRAL BUSINESS – FRINGE DISTRICT (C-2)

Purpose	Permitted Uses	Accessory Uses	Conditional Uses	Lots, Area and Width/Density	Setbacks	Max Height
The purpose of this district is to allow commercial uses complementary and adjacent to the downtown commercial uses and also allow for expansion of the Central Business District (CBD). The primary emphasis in this district shall be major retail facilities such as grocery stores, supermarkets, and shopping malls.	<ol style="list-style-type: none"> <li>1. Retail establishments such as groceries, hardware, drug, florist, clothing and furniture stores.</li> <li>2. Personal services such as laundry, barber and beauty shops, shoe repair shop, banks, exercise/recreational facilities, and photography studios.</li> <li>3. Professional services such as medical and dental clinics, architects and attorneys offices.</li> <li>4. Repair services such as jewelry, radio, and televisions repair shops.</li> <li>5. Publicly owned facilities such as city offices, post offices, fire stations and parking lots.</li> <li>6. Funeral homes, churches, chapels.</li> <li>7. Restaurants and hotels.</li> <li>8. Convenience Food Establishments.</li> <li>9. THC Product Retail Establishment, that the business premises is not located within 1,000 feet of a school, or</li> </ol>	<p>Uses incidental to the permitted uses such as off-street parking and loading and unloading areas and storage buildings</p> <p>Transient Merchant Stands as defined and limited by this Ordinance and only if possessing proper permit issued by the City.</p>	<ol style="list-style-type: none"> <li>1. On and Off Sale liquor establishments.</li> <li>2. Building and supply dealers.</li> <li>3. The sale of cars, pickups and recreational vehicles and equipment to include but not limited to docks, rafts, boats and trailers (not exceeding 20 feet in length), provided that no more than four conditional use permits shall be allowed to be in effect at any given time.</li> <li>4. Hospitals and other facilities for the treatment of human ailments.</li> <li>5. Towers that comply with the Tower provisions of this Ordinance.</li> <li>6. Automobile service stations, fuel stations, and car washes.</li> <li>7. Veterinary clinics and small animal hospitals.</li> <li>8. Rental of equipment and tools.</li> <li>9. Dance halls, theaters, roller skating rinks, and bowling alleys.</li> <li>10. Drive In Establishments.</li> <li>11. Licensed daycare facilities.</li> <li>12. Accessory dwelling units to hotel/motels provided the unit meets all standards for a multi-family apartment. The dwelling</li> </ol>	<p>Lot Area: 8,500 square feet</p> <p>Lot Width: 60 feet</p> <p>Not more than 35% of any lot shall be covered by any structure or combination of structures.</p>	<p>Front: 20 feet; 50 feet from any residentially zoned property</p> <p>Rear: 20 feet; 50 feet from any residentially zoned property</p> <p>Side, interior lot: 1/2 building height; 50 feet from any residentially zoned property</p> <p>Side, corner lot: 20 feet; 50 feet from any residentially zoned property</p> <p>Conditional uses shall have building setbacks of 35 feet from any street right of way or the specified setback, whichever is greater</p>	<p>Maximum Height: 40 feet</p> <p>No accessory building shall exceed the height of the principal building or 25 feet, whichever is less</p>

	<p>within 500 feet of a day care center, residential treatment facility, or an attraction within a public park that is regularly used by minors, including a playground or athletic field.</p>		<p>may only be occupied by one family including the resident caretaker, is limited to one per building, shall not exceed 900 square feet in size, and shall be an integral part of the facility without a separate direct external entrance that generally appears to be part of the hotel. (Ordinance 340, 3-3-14)</p> <p>13. Outdoor sales</p>			
--	--	--	--	--	--	--







**Attention Annandale City Planning Commission and Annandale City Council:**

We would like to officially voice our objection to the proposed Zoning Variance request before the commission from Best Buds of A-Town.

The current zoning requirements were approved by the City Council in regards to THC and cannabis sales in Annandale are less than a year old. Those ordinances were put in place based on the recommendations of the City Planning Commission and following State guidelines upon legalization.

Based on the approved and current zoning requirements, we have moved forward with the intention of opening and operating a THC and cannabis business in a zone that is currently not violating any school or park restrictions.

In addition to planned building renovations, we have employees enrolled in a college program. This to further the education on the laws and requirements of cannabis sales for our employees. We have purchased display units, shelving, signage and computer equipment. All of this was done in compliance with existing laws and regulations.

We intend to provide a high quality and upscale establishment. It is our every intention that O'Buds will be a respectable addition to the city's business community.

**O'Buds LLC and O'Brothers INC ownership group**

**Tim Ferrell, Jon Ferrell, Dave Miller, and Brad Miller**



# City Council Agenda

January 16, 2024

**Agenda Section:** New Business  
**Report From:** Chief Standafer

**Agenda No.** 9B  
**Agenda Item:** Consider Proposal for K-9 Program

## Core Strategy:

- |  |  |
|--|--|
| <input checked="" type="checkbox"/> Inspire Community Engagement       | <input checked="" type="checkbox"/> Provide Proactive Leadership                 |
| <input checked="" type="checkbox"/> Increase Operational Effectiveness | <input checked="" type="checkbox"/> Ensure Safe/Well Kept Community              |
| <input type="checkbox"/> Enhance Local Business Environment            | <input type="checkbox"/> Other: <a href="#">Click or tap here to enter text.</a> |
| <input type="checkbox"/> Develop/Manage Strong Parks/Trails            |  |

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## Background

In years past there has been some discussion with City staff and members of the Annandale Police Department staff regarding the implementation of a K9 program. This program has been considered for the last few years, but was not presented because at that time it was determined that the right Officer for this task was available. It is my belief that currently the circumstances are right to present the possibility of implementing this program.

I have taken several steps in advance towards this exciting and yet challenging endeavor which I will outline below:

- Identified an Officer with our department whom I believe possesses the demeanor, skills and most importantly the desire to be successful in this program which would benefit employee retention- see attached letter from Officer Goff
- Collected data related to upfront costs and ongoing costs to maintaining a successful and safe K9 program (see attached documents)
- Spoken to our insurance provider in regards to a new K9 program who has stated that no additional insurance needs to be procured, but that future deductibles could be effected if there was injuries to someone that was dog related, which we would work to avoid
- Retained an additional vehicle in our rotation to accommodate a dedicated K9 -(see data related to cage upfitting from guardian)
- Learned of upfront and ongoing costs from other agencies who retain K9's
- Identified a reputable dog trainer to purchase the dog and conduct K9 and handler training

The following is an approximate upfront cost breakdown: (see related documents)

- |                           |             |
|---------------------------|-------------|
| • Squad cage upgrade-     | \$8900.00   |
| • Specialty dog purchase- | \$10,000.00 |
| • 12 week training class- | \$5500.00   |

- Miscellaneous related items- \$500.00
- Wages for upfront training- \$18,950.40
- Total approximate start-up costs - \$43,350.00

Regarding future budgetary impacts, attached is a document from Wright County Sheriff's Office dog costs for the three working dogs they have in service. The average yearly cost of the dogs less the upfront training costs is attached. (note the larger amount of 12000.00 in one of the invoices was already factored into the training costs above as initial training)

There is a vet clinic in St Cloud Granite City Pet Hospital who provide free or reduced vet care to all working K9 dogs as a contribution to public safety. I have also reached out to the Annandale Vet Clinic whose staff has agreed to layout a medical health data sheet and assist with the ongoing care of the animal when it arrives

There are grants and other funding sources we will be attempting to pursue to offset overall costs.

- USPCA K9 Grant - 7500.00 potential award
- Private Donations- 10,000 already committed

The purchase and training of the dogs goes at the start of the calendar year and Steve Pearson who would be procuring the dog gets them from another country near the beginning of each calendar year. Mr. Pearson requests that if the City wishes to procure a K9 and participate in the training program which starts in March of 2024, APD must make the commitment to the program costs by the January council meeting at the latest. If we choose to wait the program would likely be delayed until January of 2025. One year in my opinion would not be ideal for all participants involved.

### **Recommended Action**

Will be discussed at the meeting

---

### **Attachments:**

- Letter of K9 Handler Interest
- Steve Pearson- Owner Performance Kennel Inc.
- Data from WCSO related to K9 Costs
- Guardian fleet safety build quote



Ofc. Justin B. Goff #554  
307 Ash Street East  
Annandale, MN, 55302  
[justing@annandale.mn.us](mailto:justing@annandale.mn.us)

Shelly Jonas & Annandale City Council  
Mayor  
30 Cedar Street East  
Annandale, MN, 55302

Mayor Jonas & Annandale City Council Members,

I am writing to you first to express my thanks for your continued support for the Annandale Police Department (APD). Your dedication to the APD and the support you have given us has not gone unnoticed or unappreciated by myself, my family, and the APD. As an employee of the City of Annandale, I truly feel taken care of.

The support you all show for the APD, and each individual Officer is one of the driving reasons and motivators for me, personally, to strive to be a better officer every day and why my family and I are committed to staying here, in Annandale, till my eventual retirement from the APD.

You have all at one point or another thanked each officer for what we do in and for the community. I would like to thank you again for supporting the APD and allowing the APD Officers to continue to work to make Annandale the safe and amazing place it is.

The second reason I am writing is to request that the Annandale City Council approve the addition of a K9 unit to the APD.

I have been an Officer with the APD for nearly four years and was an Officer with the Waite Park Police Department for a year and a half before being hired by the APD. As an APD Officer, the biggest drug interdiction stop I have made was nearly \$15,000 worth of illicit drugs and several firearms.

With the introduction of the State's new Recreational Marijuana laws we, as Officers, have lost one of the biggest tools to find illicit drugs, that being the smell of burnt or unburnt marijuana.

During my time as an Officer, I have been on many drugs interdiction stops and have seen how effective a working dog can be assisting during those stops.

I have also been on "tracks" with working dogs searching for fleeing suspects and missing persons. Again, the assistance the dog provided was invaluable.

It is my belief that the addition of a K9 unit would greatly benefit the APD and the Annandale community through drug interdiction stops, personnel searches, and as a community outreach tool.



It is no secret to those that know me that I love animals, especially dogs. Since I became an Officer, it has been my hope to become a K9 Officer, and to work with a four-legged partner.

I am aware of the additional training requirements, the additional "On-Call" time, the additional physical requirements, and the added responsibility of being a dog handler and wholeheartedly accept these responsibilities and expanded duties. I am also aware that typically, a dog handler will work as a dog handler the entire working life of the dog. Again, I am wholeheartedly committed to being a dog handler for the working life of any dog the APD may get. Just as important, my wife and family support me 100% in being a dog handler and understand the additional responsibilities we as a family would have in housing a working dog.

I am also committed to assisting the APD Chief of Police, Chief Standafer, in the development of the APD K9 program to ensure that the APD program is something that represents the APD and the City of Annandale in nothing but a positive light. Also, to ensure the continuance of the K9 program within the APD.

I understand that adding a K9 unit to the APD is a big undertaking and not an inexpensive one and that it would take the commitment of not only me but the entire APD along with the City Council and the support of the residence of Annandale.

I would be happy to speak with the Annandale City Council as a whole or individually as to how the addition of a K9 unit to the APD could have a positive impact on the community. I would like to explain my vision for the APD K9 unit.

Thank you for your thoughtful consideration. Again, please do not hesitate to contact me if you have any questions or comments. I can be reached at: 320-282-7630, 320-980-2598, or [justing@annandale.mn.us](mailto:justing@annandale.mn.us).

Respectfully,

Ofc. Justin B. Goff #554

VendorName	Amount	TransDescription
CUSTOM STORAGE PRO	1,400.00	K9 STORAGE UNIT (CHASE)
US BANK-PROCUREMENT CARDS	435.89	K9 SUPPLIES (CHASE)
US BANK-PROCUREMENT CARDS	78.99	K9 FISH OIL SUPPLEMENT (CHASE)
US BANK-PROCUREMENT CARDS	520.00	K9 BOARDING (CHASE)
US BANK-PROCUREMENT CARDS	60.00	K9 NARC TRIALS (CHASE)
US BANK-PROCUREMENT CARDS	50.00	K9 USPCA DUES (CHASE)
PERFORMANCE KENNELS INC	122.60	K-9 MAINT FOOD (CHASE)
US BANK	274.99	K9 POLICE ARM SLV X2 (CHASE)
US BANK	16.78	K9 ODOR JAR (CHASE)
US BANK-PROCUREMENT CARDS	16.78	K9 ODOR JAR (CHASE)
US BANK-PROCUREMENT CARDS	274.99	K9 POLICE ARM SLEEVE X2 (CHASE)
PERFORMANCE KENNELS INC	122.60	K9 MAINT FOOD (CHASE)
US BANK-PROCUREMENT CARDS	152.92	K9 EQUIPMENT (CHASE)
US BANK-PROCUREMENT CARDS	213.98	K9 GARMIN COLLAR/MEDS (CHASE)
US BANK-PROCUREMENT CARDS	768.00	K9 BOARDING (CHASE)
US BANK-PROCUREMENT CARDS	15.30	K9 DOG TOY (CHASE)
US BANK-PROCUREMENT CARDS	430.00	K9 BOARDING (CHASE)
US BANK-PROCUREMENT CARDS	174.00	BOARDING (CHASE)
US BANK-PROCUREMENT CARDS	192.00	BOARDING (CHASE)
PERFORMANCE KENNELS INC	61.30	K9 Food- Chase
PERFORMANCE KENNELS INC	102.17	K9 MAINT FOOD (CHASE)
	710.41	Misc Costs
	<b>6,193.69</b>	
US BANK-PROCUREMENT CARDS	60.00	K9 NARC TRIALS (GRIZZ)
US BANK-PROCUREMENT CARDS	383.00	K9 COLLARS X2 HARNESS X1 (GRIZZ)
US BANK-PROCUREMENT CARDS	50.00	K9 USPCA DUES (GRIZZ)
US BANK-PROCUREMENT CARDS	186.00	K9 BOARDING (GRIZZ)
LOOMIS/MICHAEL	54.91	K9 SUPPLIES (GRIZZ)
PERFORMANCE KENNELS INC	122.60	K9 MAINT FOOD (GRIZZ)
US BANK-PROCUREMENT CARDS	234.00	K9 BOARDING (GRIZZ)
PERFORMANCE KENNELS INC	122.60	K9 MAINT FOOD (GRIZZ)
PERFORMANCE KENNELS INC	102.17	K9 MAINT FOOD (GRIZZ)
	710.41	Misc Costs
	<b>2,025.68</b>	
PERFORMANCE KENNELS INC	122.60	K9 MAINT FOOD (NORM)
PERFORMANCE KENNELS INC	20.00	K9 DETECTOR LEAD (NORM)
US BANK-PROCUREMENT CARDS	50.00	K9 USPCA DUES (NORM)
US BANK-PROCUREMENT CARDS	60.00	NARC TRAINING (NORM)
PERFORMANCE KENNELS INC	102.17	K9 MAINT FOOD (NORM)
	710.41	Misc Costs
	<b>1,065.17</b>	
	<b>9,284.55</b>	
	3094.85	Average per K9





**Guardian Fleet Safety**  
7020 Minnesota 24  
PO Box 70  
Clear Lake, MN 55319  
(320) 245-4000  
sales@guardianfleetsafety.com  
www.guardianfleetsafety.com

**Estimate #231840**

Created: 12/1/2023  
Payment Term: Net 30  
Service Writer: Jeff Baker

**Annandale Police Department**

30 Cedar Street East  
Annandale, MN 55302  
Petes@annandale.mn.us

**2019 Chevy Tahoe (#K9)**

Addition of K9 Kennel to existing squad				
	Description	Price	QTY	HRS Subtotal
1	K9 Kennel - Tahoe Part #: CK2052TAH21-10 Note: SETINA Ultimate II Driver side Deploy 2/3 K9 Kennel, 1/3 Prisoner Compartment. Fits 2021-Current Chevy Tahoe PPV.  Price includes freight shipping (total weight 457 lbs)	\$4,683.43	1	\$4,683.43
2	K9 Fan Part #: B000C3DD8G Note: K9 Fan 3670 Rapid-Cool Thin-Line Electric Fan. Air flow blowing into vehicle.	\$154.80	1	\$154.80
3	K9 Water Dish / Bowl - AAA Part #: Water Dish Note: Aluminum Spill Proof Water Bowl for K-9 Insert. Holds 1½ gallons, and has a drain plug at the bottom for easy cleaning. Easy to install aluminum securing bracket. Compatible with most platform type K-9 containers.	\$158.57	1	\$158.57
4	Shipping - Cages / Consoles Note: Inbound Freight Shipping Charge for Full Law Enforcement Builds. Price covers bulk freight costs to bring in shipments. Special Order / Non Stock Items may incur an additional freight charge billed for actual cost.	\$236.00	1	\$236.00
5	Shop Supplies - Full Note: Misc. Shop Supplies for Full Build, Includes Wire-Loom, Connectors, Fuses, Terminals, ABS Backer Plates, Nuts/Bolts, Screws, Switches, etc...	\$150.00	1	\$150.00
6	Red/White Whelen 3" Dome Kennel light Part #: 3SRCCDCR Note: Whelen Mini 3" R/W Dome Light with Independent Control of Red and White Light.	\$75.60	1	\$75.60
7	Labor			36.21 \$3,440.00
				<b>Total: \$8,898.40</b>



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Created: 12/1/2023  
Payment Term: Net 30  
Service Writer: Jeff Baker

Signature \_\_\_\_\_

Parts .....	\$5,458.40
Labor .....	\$3,440.00
Subtotal .....	\$8,898.40
Tax .....	\$0.00
Grand Total .....	\$8,898.40
Paid To Date .....	(\$0.00)

<b>REMAINING BALANCE</b>	<b>\$8,898.40</b>
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# City Council Agenda

January 16, 2024

**Agenda Section:** Consent

**Agenda No.** 9C

**Report From:** Kelly Hinnenkamp, Admin

**Agenda Item:** Authorize Purchase of Services

**Core Strategy:**

- |   |  |
|---|--|
| <input type="checkbox"/> Inspire Community Engagement       | <input type="checkbox"/> Provide Proactive Leadership    |
| <input type="checkbox"/> Increase Operational Effectiveness | <input type="checkbox"/> Ensure Safe/Well Kept Community |
| <input type="checkbox"/> Enhance Local Business Environment | <input checked="" type="checkbox"/> Other: Compliance    |
| <input type="checkbox"/> Develop/Manage Strong Parks/Trails |  |

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**Background**

The City Council is required to approve the attached resolution that provides authorization for the city to purchase products and services from any vendor that a Council Member has ownership interest in.

**Recommended Action**

Adopt Resolution Authorizing Purchase of Products and Services from M&M.

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**Attachments:**

Resolution Authorizing Purchase of Products and Services from M&M

**CITY OF ANNANDALE  
RESOLUTION 23-\_\_**

**RESOLUTION AUTHORIZING THE CITY OF ANNANDALE TO PURCHASE  
PRODUCT AND SERVICES FROM M&M BUS SERVICES**

**WHEREAS**, the City may as a consumer use products and services supplied by M&M Bus Services being that the cost of their services and products are reasonable in cost and the City has investigated other vendors for the same service.

**NOW THEREFORE BE IT RESOLVED**, by the City Council of the City of Annandale agrees to investigate and review all proposals from all vendors interested in providing services or products to the city.

**WHEREUPON SAID RESOLUTION WAS DECLARED DULY PASSED AND ADOPTED THIS 16<sup>TH</sup> DAY OF JANUARY 2024.**

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City Clerk