


CITY OF ST. FRANCIS
CITY COUNCIL AGENDA
FEBRUARY 1, 2010
ISD #15 CENTRAL SERVICES CENTER (DISTRICT OFFICES)
4115 Ambassador Blvd. NW
6:00 PM

1. Call to Order
2. Roll Call
3. Adopt Agenda
4. Consent Agenda
 - a. City Council Minutes-January 19, 2010
 - b. Receive and File the St. Francis Fire and Rescue General Meeting Amended Minutes-January 3, 2010
 - c. Approve the Mayor's Per Diem Request As Submitted
 - d. Enter into a Joint and Cooperative Agreement for use of Fire Personnel and Equipment with the North Suburban Regional Mutual Aid Association.
 - e. Accept the Letter of Resignation from Fire Fighter Scott Knies
 - f. Approve the Appointments Angela Bauer, Robert Bauer, George Bichler, Matthew Burch, Michael King, Bryant Loudon, Christian Robinette and Aaron Simonson to the St. Francis Fire Department contingent on successful physical examination and criminal background checks.
 - e. Payment of Claims
5. Meeting Open to the Public
6. Petitions, Requests, Applications
 - a.
7. Ordinances & Resolutions
 - a. Resolution 2010-03: Authorizing the Summary Publication of Ordinance 145, Second Series (2010 Fee Schedule)
8. Reports of Consultants & Staff Members
 - a. Engineer:
 - b. Attorney:
 - c. Staff:
 - Fire Dept: Presentation from Fire Department regarding Business Permits
 - Public Works: Authorization to purchase Packer/Roller
 - Liquor Store: Report on the Cost Savings of the Credit Card Fees
 - Police:
 - City Administrator Report: Document submitted to the Budget Award Program
9. Reports from Council Members
10. Report from Mayor
11. Old Business
12. New Business
13. Adjournment

Calendar of Events

- Feb. 1st: City Council Meeting @ ISD# 15 Central Services Center (District Offices) 6:00 pm
Feb. 2nd: MN Precinct Caucuses 7:00 pm (Check website for locations)
Feb. 11th: Bid Opening for the 230th & Ivywood Street Project 10 am @ Comm. Center
Feb. 15th: City Offices Closed in Observance of Presidents Day
Feb. 16th Tues: City Council Meeting @ ISD# 15 Central Services Center (District Offices) 6:00 pm
Feb. 17th: Planning Commission Meeting @ ISD #15 Central Services Center (District Offices) 7:00 pm

TO: Mayor & City Council

FROM: Matthew L. Hylen, 
City Administrator

RE: Agenda Memorandum – February 1, 2009 Meeting

Agenda Items:

4. Consent Agenda:

- d. North Suburban Regional Mutual Aid Association: This agreement enters into a contract to establish a regional Mutual Aid Association with responsibilities relating to fire suppression, fire prevention, training, public fire education, arson investigation and natural and man made disasters common to all communities.

6. Petitions, Requests, Applications:

a.

7. Ordinances & Resolutions:

- a. Resolution 2010-03: Enclosed is Resolution 2010-03 which authorizes the summary publication of Ordinance 145, Second Series. This Ordinance establishes the 2010 Fee Schedule. NOTE: This is a REPEAT from last meeting. After reviewing the City Charter, it is determined the passage of this Resolution needs to have a 4/5ths vote. Since we only had three members and there was a 2 -1 vote, a 4/5ths was not achieved for adoption. Therefore another motion would be in order to approve Resolution 2010-03, this time with a 4/5ths vote; otherwise the Resolution fails and we will be required to publish the entire fee Ordinance 145, Second Series in the Anoka Union costing significant dollars.

8. Reports:

a. Engineer:

b. City Attorney:

c. Staff:

Fire Dept: *Business Permit Presentation:* Fire Staff will be present to give a presentation relating to the need of establishing an annual St. Francis Business Permit.

Public Works: *Packer/Roller Purchase:* Enclosed is an Agenda Report from Public Works Director Teicher outlining the need and cost benefit of acquiring this additional piece of equipment.

Liquor Store: *Cost Savings Report:* Enclosed is an Agenda Report from Finance Director Bauman relating to the cost savings on credit card fees.

Police:

City Administrator: *Budget Award Program:* Enclosed is an Agenda Report outlining the Award we are applying through the Government Finance Officers Association. No action is needed.

11. Old Business

CITY OF ST. FRANCIS
ST. FRANCIS, MN

CITY COUNCIL MINUTES

January 19, 2010

6:00 pm

1. **Call to Order:** The regular City Council Meeting was called to order by Mayor Jerry Tveit at 6:00 pm at the ISD #15 District Offices.
2. **Roll Call:** Present were Mayor Jerry Tveit, Council members LeRoy Schaffer and Tim Brown. Excused were Sandoval and Kane. Also present was City Attorney Darrell Jensen (Barna, Guzy & Steffen), Assistant City Engineer Jared Voge, Police Chief Jeff Harapat, Finance Director Gayle Bauman, City Administrator Matt Hysten and City Clerk Barb Held.
3. **Adopt Agenda:** MOTION BY BROWN SECOND TVEIT TO ADOPT THE JANUARY 19, 2010 CITY COUNCIL AGENDA. Motion carried 3-0.
4. **Consent Agenda:** MOTION BY BROWN SECOND TVEIT TO APPROVE THE JANUARY 19, 2010 CITY COUNCIL CONSENT AGENDA A -F AS FOLLOWS:
 - a. Approve the City Council Minutes of January 4, 2010.
 - b. Receive and File the St. Francis Fire and Rescue the General Meeting Minutes of January 4, 2010.
 - c. Accept the Annual Performance Review of Assistant Public Works Director Eric Peterson and move him to Step 5 of Grade 14.
 - d. Receive and Approve the Pay Equity Report for the year ending 2009.
 - e. Approve the Letter of Support for the Anoka County Community Action Program (ACCAP) – Senior Outreach Program.
 - f. Approve the Payment of Claims for \$646,064.73.

Motion carried 2-1. Schaffer voting nay.

5. **Meeting Open to the Public:** Rolland Willis, 23073 Eidelweiss Street NW, addressed the snow issue last meeting. One item was the overtime issue that was addressed at the last meeting regarding the recent snowfall. Willis was not sure hiring a couple part timers would save overtime. Willis explained a couple options that he thought might work.

The other issue is the iceberg dilemma, what is the difference between the ice on the road by homeowners or the ice in the driveway by public works. If there is a state statute regarding this fine.

6. **Petitions, Requests, Applications:**

- a.

7. **Ordinances & Resolution:**

- a. **Resolution 2010-03: Authorizing the Summary Publication of Ordinance 145, Second Series (2010 Fee Schedule):** MOTION BY BROWN SECOND TVEIT TO ADOPT RESOLUTION 2010-03 A RESOLUTION AUTHORIZING THE SUMMARY PUBLICATION

OF ORDINANCE 145, SECOND SERIES (2010 FEE SCHEDULE). Motion carried 2-1. Schaffer voting nay.

8. Reports of Consultants & Staff Members:

a. **Engineer: Nachreiner Application:** Voge report that on November 17, 2009 the Anoka Conservation District received a Wetland Conservation Act (WCA) Di Minimus Exemption application from Dean and Connie Nachreiner who reside at 23309 Variolite Street NW. This is more of an informational item and to keep you informed. The Nachreiner's application indicates that they plan to plant a garden approximately 30.25 feet in width by 82.64 feet in length for a total of approximately 2500 square feet. Based on the Wetland Conservation Act regulations, the application is valid and will be approved. Again Voge stated, this report is to inform the Council of the receipt of the application given the previous stormwater management concerns on and adjacent of the Nachreiner property. Schaffer said I am privy to some of this situation because it is a mess. I hope you (Voge) stay on top of this. Tveit said aren't they already in compliance. Voge said yes.

b. **Attorney:**

c. **Staff: Fire Dept:**

d.

Public Works: No report.

Liquor Store: No report.

Police Dept: No report.

City Administrator Report:

9. **Reports from Council Members:** Schaffer said I didn't consult with you guys because it is a benefit. On January 29, 2010 there is a fundraiser for the local food shelf at the American Legion it also will have good entertainment.

10. Report from Mayor:

a. **State of the Cities Address Presentation:** Mayor Tveit gave the same presentation he did at the Anoka Area Chamber of Commerce, State of the Cities Address.

The second topic I would like to send out a monthly or bi-monthly newsletter. This newsletter would help us with communication and educating the public. I also want to reconcile with the taxpayers on our wants and needs. We need to know what they want for their tax dollar.

I also have a per diem request that include six items that are not on the pre-approved list. The extra six items need council approval. If you have questions, I would be happy to explain them.

I received a thank you note from a resident about the new snowmobile trail. I would like to send out an extra thank you to our Chamber of Commerce, the Sno Ghost Snowmobile Club and Gary Zimmerman for all their help with the trail.

11. **Old Business:** Schaffer said the idea of putting out a newsletter like a State of the Union, that's fine. We are going into election year. I do not want the City to pay for partisan material. Schaffer said I pay for all my material myself. Tveit said I would not want that either. I want this as a vision to keep the people informed.

Brown said I think it is a good tool. There has been so much miss information out there. I would like you to do the same presentation that you gave tonight on Webcast 50. This is a very informative letter and I have no fear it would turn to a political tool. We need ideas, as Mr. Willis gave us earlier.

Tveit said I did change it already and took out the word I and used we in more areas. Schaffer said to stay more bi-partisan use we. How often is this going to come out and another thing we need to come back with the cost. Tveit said we would find out where the money is going to come from.

Brown asked do you want to wait for the next agenda regarding the per diem request.

Attorney Darrell Jensen recommended this wait for the next agenda, being it is a budget item.

12. **New Business:** Brown would like to have public works go around in the spring to see if there are any additional repair costs associated with the snowmobile trail.

Tveit asked is there anyway to get a temporary permit for snowmobilers that live out of town to be able to snowmobile from their friend's house to get to the trail. Schaffer said I don't want you to show favoritism. Brown said maybe if there is a group maybe let them go if someone has a permit. Tveit said I am not sure if we want to look the other way. Hylen said maybe let staff review this and come back with additional input.

Schaffer said I would like to know where we are with the Pederson Path. Tveit said we were denied by the DNR on our grant request, it was in the packet. Tveit said we decided to go with the 230th and Ivywood Street instead of the Pederson Path for our project this year. We did the wetland delineation for the Pederson Path so we would be ready if we did get the grant from the various organizations that we submitted grant applications to. Schaffer said there is a perception that we are going to start this spring. Tveit said we did not tell people we were going to do it this spring. We were going to try to fund it through grants. Maybe it there are perceptions out there that we are going ahead with the path it came from someone else, not us.

Schaffer asked Hylen, did you get information on joining the police departments. Tveit said Mr. Hylen would bring back information on this once he gathers all the information. Hylen said he met with the Police Chief of the Centennial Lakes Police Department this past week.

13. **Adjournment:** The Regular City Council meeting adjourned at 6:40 pm

Barbara I. Held, City Clerk

St. Francis Fire & Rescue
General Meeting Minutes
1/3/10

Meeting called to order at 1905

Roll Call: Taken

Secretary's Report: Read and approved

Pay roll specialist: Kim Swenson reported that there are blank emergency contact forms and w4 forms in the communication room if you want to make changes. Put them in Kim's box. Kim also reported that payroll is done and posted on the board.

Asst. Chief's Report: Nothing reported, not present.

Chief's Report: Brian McDonough reported that we had a PI shortly after the vests were put in the trucks, and most people remembered to put them on. Brian McDonough said great job at the fire last night with the cold weather. Brian reported that the PD won't be canceling us on calls anymore unless the ambulance is. Buddy Vangelof asked that there are not complaints now with having to go to calls. Brian reported that isn't official till tomorrow put Kelley Mortensen will continue to be Lt 1 and Carl Johnson will be Lt2.

Fire Inspector's Report: Kim Swenson and Buddy Vangelof spoke of an incident of a business owner appealing her fire code violation. They reported that they need to develop a board and have the appeal process.

Training: Brian McDonough says he will take the hit for not being prepared for drill yesterday. Next Monday drill is Allina. And next Saturday drill is the fit test. Brigit Kelley reported if you can't make that drill you have to get it done before the February drill. We will be doing a make up Ice Rescue drill once our equipment arrives, doing the tactical portion outside regardless of weather. Date is TBD.

Maintenance: Brian McDonough reported that we are having problems with the tank fill station. Buddy Vangelof said he will look in to it. Brigit Kelley reported that E1 pump wouldn't disengage and the fire the other night. Buddy Vangelof asked that we make sure to close drains after draining them, it affects pump operations. Kim Swenson reported that there is a strobe on the grass truck that isn't working properly.

Old Business: Brian McDonough said to never take three in a tanker.

New Business: Nominations for secretary are John Marshall and Taylor Bloch. Voting took place and Taylor Bloch will continue to be the secretary. Brigit Kelley reported a change in truck response. We will take E2 out first for ice or technical rescues then grass with utility. Brigit Kelley asked that we listen carefully to auto aid and mutual aid calls. Auto aid is designated vehicles to respond. Mutual aid is what they request. Buddy

Vangelof asked that we take tanker 2 our first due to some safety issues with tanker 1. It was reported that John Marshall will start putting meetings on the google calendar, such as council meetings and north metro mutual aid meetings. Anyone is welcome to go to them. January 14 at oak grove station 2 is a meeting for the county wide train derailment drill, talk to Buddy or Carl if interested in going. Brigit Kelley reported that if we have a billable call that we can put the parties involved name and address on the report. It is asked that we email Brian about these calls. If anyone requests a report we are to direct them to Brian Mcdonough. Kelly Mortensen reported that he will be doing headshots for the ID's the next Monday and Wednesday drills. If you don't supply the requested information for the ID's you will not receive one. If you are unable to make it to the March physical agility test the makeup days are this Friday and Saturday. Talk to Kelly Mortensen if you need to attend one of these days. You can only do it Friday or Saturday if you can't make it in March, no showing up those days for practice. March 7th meeting has been changed. Officers meeting will be at 10am and noon is the general meeting. This is actually for the February 7th Meeting. March 7th will be at the regular time. Please adjust your calendars.

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Committee Reports: February 6th is the appreciation dinner. Brian Mcdonough said he would talk with the rest of the committee about the plans. Brigit Kelley suggested that we inform the retirees now, so they have time to plan to attend.

Misc. Business: There will be a relief association meeting following the next general meeting. The officers asked that if we have to have a general tone put out that we inform them why, such as more personal. It was reported that we will be getting door openers for those trucks that don't have them.

Adjourned 2001

**JOINT AND COOPERATIVE AGREEMENT FOR USE OF
FIRE PERSONNEL AND EQUIPMENT
NORTH SUBURBAN REGIONAL MUTUAL AID ASSOCIATION**

I. PURPOSE

The City recognizes that it has authority pursuant to the provisions of the Joint Exercise of Powers Act, Sec. 471.59, Minnesota Statutes, to enter into an agreement to jointly and cooperatively exercise a power common to each of the contracting powers, the result being to establish a regional Mutual Aid Association representative of the various communities with authority and responsibilities relating to fire suppression, fire prevention, training, public fire education, arson investigation and natural and man made disasters common to all communities, together with power and authority to implement such services as set forth.

II. DEFINITION OF TERMS

For purposes of this Agreement, the terms defined in this section shall have the meanings given them.

Subd. 1. "Party" means a governmental unit which is a party to this Agreement.

Subd. 2. "Eligible party" means a governmental or corporation unit which is entitled to become a party to the Agreement, at its own option. The eligible parties are the members of the North Suburban Regional Mutual Aid.

Subd. 3. "Requesting party" means a party which requests assistance from other parties.

Subd. 4. "Responding party" means a party which provides assistance to a requesting party.

Subd. 5. "Assistance" includes fire personnel and equipment.

Subd. 6. "Requesting official" means the person who has been designated by the requesting party to request assistance from other parties.

Subd. 7. "Requesting official" is the person who has been designated by a party to determine whether and to what extent that party should provide assistance to a requesting party.

Subd. 8. "Emergency" means sudden and unforeseen situation requiring immediate action.

II. PARTIES

The parties to this Agreement shall consist of the members of the North Suburban Regional Mutual Aid Association. Upon the adoption of a resolution by its governing body, an executed copy of this Agreement shall be forwarded by the member party to the Secretary of North Suburban Regional Mutual Aid Association together with a certified copy of the resolution authorizing the Agreement. The Secretary of North Suburban Regional Mutual Aid Association shall maintain a current list of the parties to this agreement and, whenever there is a change in the parties of this Agreement, he shall notify the designated responding official of each of the parties of such change.

IV. PROCEDURE

Subd. 1. Each party shall designate, and keep on file with the Secretary of North Suburban Regional Mutual Aid Association, the name of the person of that party who shall be its requesting official and responding official. A party may designate the same person as both the requesting and the responding official. A party may designate alternate officials to act in the absence of the official.

Subd. 2. Whenever, in the opinion of a requesting official of a party, there is a need for assistance from other parties to assist the requesting party, such requesting official may, in his discretion, call upon the responding official of any other party to furnish assistance to and within the boundaries of the requesting party. It is the intention of the parties to this contract to cooperate in the event of an emergency by making available to a requesting party necessary or requested fire fighting equipment and personnel (without undue delay.)

Subd. 3. Upon the receipt of a request for assistance from a party, the responding official for any other party may authorize and direct the Fire Department personnel of the responding party to provide assistance to the requesting party. Whether the responding party shall provide such assistance to the requesting party and, if so, to what extent such assistance shall be provided shall be determined solely by the responding official (subject to such supervision and direction as may be applicable to him within the governmental structure of the party by which he is employed.) Failure to provide assistance will not result in liability to a party.

Subd. 4. When a responding party provides assistance under the terms of this Agreement, it may in turn request assistance from other parties as "backup" during the time that it is providing assistance outside of its boundaries.

Subd. 5. Whenever a responding party has provided assistance to a requesting party, the responding official may at any time recall such assistance or any part thereof to the requesting party, if the responding official in his best judgment deems this necessary to provide for the safety and protection of his own community.

Subd 6. When a responding party supplies equipment and personnel to a requesting party, said equipment and personnel shall remain under the direction and control of the responding party; shall be paid by the responding party; shall be protected by the Worker's Compensation of the responding party; and shall be deemed to be performing their regular duties for the responding party. However, the responding party shall undertake to coordinate with the requesting party the assistance which it provides.

Subd 7. A responding party shall be responsible for its own personnel, equipment and supplies and for injuries and death to any such personnel or damage to any such equipment or supplies, except that unused equipment and supplies shall be returned to the responding party by the requesting party when circumstances permit this to be done.

Subd 8. The requesting party shall not be responsible for any injuries, losses or damages to persons or property arising out of the acts of any of the personnel of a responding party nor shall the responding party be responsible for injuries, losses or damages arising out of the acts of any of the personnel of the requesting party or the personnel of any other responding party.

Subd 9. Technical service and assistance of non-emergency natures may be requested and or provided by the parties of this Agreement.

V. INSURANCE

Each party to this agreement shall maintain insurance policies covering personnel and public liability in the amount of not less than \$300,000 for each of the above mentioned risks and Worker's Compensation for its personnel. Said policies shall cover damage or injury caused by the negligent operation of its vehicles while operating under the terms of this Agreement outside of its corporate limits or contract areas. Each member shall furnish this association with a Certificate of Insurance on the policies in force.

VI. WITHDRAWAL AND TERMINATION

Any party may withdraw at any time upon (30) days' written notice to the Secretary of the North Suburban Regional Mutual Aid Association; such a party may become a party if later entering into this Agreement. The Secretary of North Suburban Regional Mutual Aid Association shall thereupon give notice of such withdrawal, and of the effective date thereof, to all other parties, as hereinbefore provided.

VII. EFFECTIVE DATE

This Agreement shall become effective on January 1, 2010.

IN WITNESS WHEREOF, the undersigned, on behalf of their governmental unit, have executed this Agreement pursuant to authorization by the Board of Directors of the

City of _____ on the _____ day of
_____, 20 .

**NORTH SUBURBAN REGIONAL
MUTUAL AID ASSOCIATION**

CITY OF _____

BY _____
President

BY _____
Mayor

BY _____
Secretary

BY _____
City Manager



PAYMENT BATCH AP 02-01-10

ABDO, EICK & MEYERS, LLP

01/25/2010	259191	E 101-41540-301	Auditing and Acct'g Services	2009 AUDIT	2,220.00
01/25/2010	259191	E 601-49440-301	Auditing and Acct'g Services	2009 AUDIT	370.00
01/25/2010	259191	E 602-49490-301	Auditing and Acct'g Services	2009 AUDIT	370.00
01/25/2010	259191	E 609-49750-301	Auditing and Acct'g Services	2009 AUDIT	740.00
					\$3,700.00

AFLAC

01/12/2010	370267	G 101-21710	Other Deductions	JAN 2010	806.75
					\$806.75

AMERIPRIDE LINEN & APPAREL SER

01/21/2010	1000409795	E 609-49750-219	Rug Maintenance	RUG MAINTENANCE	41.64
04/14/2010	1000403463	E 101-41940-219	Rug Maintenance	RUGS	42.38
					\$84.02

ANOKA AREA CHAMBER OF COMMERCE

01/15/2010	13099	E 101-41110-208	Training and Instruction	MONTHLY CHAMBER LUNCHEON	15.00
					\$15.00

ANOKA COUNTY TREASURY DEPT.

01/13/2010	197353	E 101-43100-433	Dues and Subscriptions	ANNUAL RENEWAL GIS DATABA	125.00
01/13/2010	197353	E 101-45200-433	Dues and Subscriptions	ANNUAL RENEWAL GIS DATABA	125.00
01/19/2010	197446	E 101-43100-408	Ice& Snow Removal	DEC 09 SALT	2,879.28
					\$3,129.28

ARCTIC GLACIER ICE

01/20/2010	473002010	E 609-49751-206	Freight and Fuel Charges		1.00
01/20/2010	473002010	E 609-49751-254	Miscellaneous Merchandise		59.98
					\$60.98

ASPEN MILLS

01/15/2010	94945	E 101-42210-437	Uniform Allowance	METAL NAME TAG - MARSHALL	19.63
01/15/2010	94992	E 101-42110-437	Uniform Allowance	UNIFORM - STEMME	77.90
					\$97.53

ASSURANT EMPLOYEE BENEFITS

01/20/2010	5447229.0210	E 101-41400-130	Employer Paid Insurance	2/1/10-2/28/10	99.48
01/20/2010	5447229.0210	E 101-41500-130	Employer Paid Insurance	2/1/10-2/28/10	36.81
01/20/2010	5447229.0210	E 101-42110-130	Employer Paid Insurance	2/1/10-2/28/10	375.50
01/20/2010	5447229.0210	E 101-43100-130	Employer Paid Insurance	2/1/10-2/28/10	53.62
01/20/2010	5447229.0210	E 101-43210-130	Employer Paid Insurance	2/1/10-2/28/10	11.91
01/20/2010	5447229.0210	E 101-45200-130	Employer Paid Insurance	2/1/10-2/28/10	53.62
01/20/2010	5447229.0210	E 601-49440-130	Employer Paid Insurance	2/1/10-2/28/10	60.01
01/20/2010	5447229.0210	E 602-49490-130	Employer Paid Insurance	2/1/10-2/28/10	60.01
01/20/2010	5447229.0210	E 609-49750-130	Employer Paid Insurance	2/1/10-2/28/10	59.85

						\$810.81
BELLBOY CORPORATION BAR SUPPLY						
01/12/2010	51808800	E 609-49751-206	Freight and Fuel Charges			7.65
01/12/2010	51808800	E 609-49751-251	Liquor For Resale			98.80
01/12/2010	51808800	E 609-49751-253	Wine For Resale			116.00
						\$222.45
BERNICK COMPANIES, THE						
01/26/2010	94405	E 609-49751-252	Beer For Resale			204.75
						\$204.75
BILDEAUX SERVICES						
01/13/2010	011310	E 101-43100-208	Training and Instruction	CHAINSAW SAFETY		110.12
01/13/2010	011310	E 101-43210-208	Training and Instruction	CHAINSAW SAFETY		110.12
01/13/2010	011310	E 101-45200-208	Training and Instruction	CHAINSAW SAFETY		110.12
01/13/2010	011310	E 601-49440-208	Training and Instruction	CHAINSAW SAFETY		110.12
01/13/2010	011310	E 602-49490-208	Training and Instruction	CHAINSAW SAFETY		110.12
						\$550.60
BOLTON & MENK, INC.						
01/19/2010	0130467	E 602-49490-303	Engineering Fees	WWTP OPERATION & MAINT MA		7,500.00
						\$7,500.00
CENTERPOINT ENERGY						
	6886475-0.1209	E 101-45000-383	Gas Utilities	12/9-01/12UNIT 4		70.02
01/18/2009	5939160-7.1209	E 101-43100-383	Gas Utilities	3518 12/9-01/12		695.17
01/18/2009	5939160-7.1209	E 101-45200-383	Gas Utilities	3518 12/9-01/12		695.17
01/18/2010	5944643-5.1209	E 609-49750-383	Gas Utilities	23307 12/9-01/12		472.10
01/18/2010	5945449-6.1209	E 101-42110-383	Gas Utilities	3740 12/9-01/12		681.24
01/18/2010	5945449-6.1209	E 101-42210-383	Gas Utilities	3740 12/9-01/12		1,589.57
01/18/2010	5963820-5.1209	E 101-45200-383	Gas Utilities	3948 12/9-01/12		428.96
01/18/2010	6002544-2.1209	E 601-49440-383	Gas Utilities	4020 12/9-01/12		204.02
01/18/2010	6002544-2.1209	E 602-49490-383	Gas Utilities	4020 12/9-01/12		204.02
01/18/2010	6002548-3.1209	E 602-49490-383	Gas Utilities	WWTP 12/9-01-12		524.73
01/18/2010	6886465-1.1209	E 101-41940-383	Gas Utilities	UNIT 1 12/9-01/12		74.34
01/18/2010	6886468-5.1209	E 101-41940-383	Gas Utilities	UNIT 2 12/9-01/12		19.13
01/18/2010	6886472-7.1209	E 101-41940-383	Gas Utilities	UNIT 3 12/9-01/12		57.94
01/18/2010	7900331-5.1209	E 601-49440-383	Gas Utilities	3921 12/9-1/12		1,340.55
						\$7,056.96
CHISAGO LAKES DISTRIBUTING CO.						
01/18/2000	409584	E 609-49751-252	Beer For Resale			343.00
01/18/2010	409585	E 609-49751-254	Miscellaneous Merchandise			19.60
						\$362.60
COCA COLA BOTTLING						
01/12/2010	0138090818	E 609-49751-254	Miscellaneous Merchandise			174.00
01/12/2010	0138090819	E 609-49751-254	Miscellaneous Merchandise			(40.80)
						\$133.20
CONNEXUS ENERGY						
01/21/2010	298392.1209	E 101-41940-381	Electric Utilities	CITY HALL 12/14-1/15		292.45
01/21/2010	298393.1209	E 602-49451-381	Electric Utilities	LIFT ST 12/11-1/11		7,054.17
01/21/2010	298394.1209	E 101-45200-381	Electric Utilities	PARKS 12/15-1/14		412.96
01/21/2010	298395.1209	E 601-49440-380	Electric-System	WATER 12/14-1/13		5,319.75

01/21/2010	298396.1209	E 101-43100-386	Street Lighting	ST LGHTS 12/11-1/12	3,343.88
					\$16,423.21
CORPORATE CONNECTION					
12/31/2009	2221	E 101-41400-437	Uniform Allowance	UNIFORMS	81.75
12/31/2009	2221	E 101-43100-417	Uniform Clothing & PPE	UNIFORMS	176.87
12/31/2009	2221	E 101-43210-417	Uniform Clothing & PPE	UNIFORMS	176.87
12/31/2009	2221	E 101-45200-417	Uniform Clothing & PPE	UNIFORMS	176.87
12/31/2009	2221	E 601-49440-417	Uniform Clothing & PPE	UNIFORMS	176.87
12/31/2009	2221	E 602-49490-417	Uniform Clothing & PPE	UNIFORMS	176.88
					\$966.11
COURIER, THE					
01/15/2010	22614	E 101-41910-352	General Notices and Pub Info	PLANNING & ZONING	48.00
01/15/2010	22614	E 101-43210-439	Recycling Days	RECYCLING	89.00
					\$137.00
DAHLHEIMER DIST. CO. INC.					
01/13/2010	65010	E 609-49751-252	Beer For Resale		1,968.40
01/14/2010	65322	E 609-49751-252	Beer For Resale		107.00
01/18/2010	65588	E 609-49751-252	Beer For Resale		3,132.35
01/18/2010	65588	E 609-49751-254	Miscellaneous Merchandise		136.00
01/19/2010	65616	E 609-49751-252	Beer For Resale		4,873.80
01/25/2010	66330	E 609-49751-252	Beer For Resale		6,974.08
01/25/2010	66330	E 609-49751-254	Miscellaneous Merchandise		42.00
01/25/2010	66330	E 609-49751-255	N/A Products		15.50
					\$17,249.13
DANIMAL DISTRIBUTING INC					
01/15/2010	114104	E 609-49751-252	Beer For Resale		166.00
					\$166.00
DAY DISTRIBUTING CO.					
01/22/2010	537427	E 609-49751-252	Beer For Resale		843.54
					\$843.54
DE LAGE LANDEN					
01/09/2010	4537839	E 101-41400-240	Office Equip	COPIER 1/1/10-1/31/10	366.58
					\$366.58
EAGLE GARAGE DOOR CO.					
12/30/2009	2802	E 101-42210-401	Repairs/Maint Buildings	INSTALL & WIRE 6 GARAGE DOO	2,700.00
					\$2,700.00
ECM PUBLISHERS, INC.					
01/15/2010	IQ 01763654	E 507-00000-441	Miscellaneous	LEGAL AD FOR BID	369.00
01/15/2010	IQ 01763655	E 101-41400-351	Legal Notices Publishing	LEGAL SUMMARY BUDGET STAT	199.88
					\$568.88
G&K SERVICES, INC					
01/19/2010	1043395094	E 101-43100-402	Janitorial Service	TOWELS	24.38
01/19/2010	1043395094	E 101-45200-402	Janitorial Service	TOWELS	24.39
					\$48.77
GE CAPITAL INFORMATION					
01/10/2010	53277815	E 101-42110-218	Equipment Repair & Maintenance	RICOH FEB 2010	249.82

\$249.82

GFOA

01/27/2010	012710	E 101-41500-433	Dues and Subscriptions	2010 BUDGET AWARD PROGRAM	185.00
					<u>\$185.00</u>

GHP ENTERPRISES, INC.

01/18/2010	14575	E 101-41940-402	Janitorial Service	JAN 10 CLEANING	165.66
01/18/2010	14575	E 101-42110-402	Janitorial Service	JAN 10 CLEANING	190.23
01/18/2010	14575	E 601-49440-402	Janitorial Service	JAN 10 CLEANING	68.40
01/18/2010	14575	E 602-49490-402	Janitorial Service	JAN 10 CLEANING	68.40
					<u>\$492.69</u>

GRAINGER, INC.

01/12/2010	9158056268	E 101-42210-401	Repairs/Maint Buildings	THERMOSTAT-LIGHT FIXTURE-S	376.58
01/12/2010	9158056268	E 601-49440-401	Repairs/Maint Buildings	THERMOSTAT-LIGHT FIXTURE-S	209.22
					<u>\$585.80</u>

GRANITE CITY JOBBING CO.

01/12/2010	629968	E 609-49750-210	Operating Supplies		12.88
01/12/2010	629968	E 609-49751-206	Freight and Fuel Charges		4.25
01/12/2010	629968	E 609-49751-254	Miscellaneous Merchandise		40.59
01/12/2010	629968	E 609-49751-256	Tobacco Products For Resale		298.92
01/12/2010	629978	E 609-49751-256	Tobacco Products For Resale		185.24
01/19/2010	630681	E 609-49750-210	Operating Supplies		22.94
01/19/2010	630681	E 609-49751-206	Freight and Fuel Charges		4.25
01/19/2010	630681	E 609-49751-254	Miscellaneous Merchandise		44.30
01/19/2010	630681	E 609-49751-256	Tobacco Products For Resale		607.56
01/19/2010	630681	G 101-20810	Sales Tax Payable		(0.39)
					<u>\$1,220.54</u>

HAYFORD FORD

01/19/2010	35167	E 101-42110-221	Vehicle Repair & Maintenance	09 DODGE TIRE WEAR	66.36
					<u>\$66.36</u>

HEAT MIZER GLASS, INC.

01/12/2010	20475	E 101-45200-401	Repairs/Maint Buildings	GLASS FOR WARMING HOUSE	448.90
					<u>\$448.90</u>

ISD #15

01/18/2010	6555	E 101-43100-221	Vehicle Repair & Maintenance	VEHICLE 12	40.78
01/18/2010	6555	E 101-43210-221	Vehicle Repair & Maintenance	VEHICLE 12	40.77
01/18/2010	6555	E 101-45200-221	Vehicle Repair & Maintenance	VEHICLE 12	40.78
01/26/2010	6556	E 101-43100-221	Vehicle Repair & Maintenance	UNITS 33,4,15,16,32 REPAIRS/IN	132.08
01/26/2010	6556	E 101-43210-221	Vehicle Repair & Maintenance	UNITS 33,4,15,16,32 REPAIRS/IN	132.08
01/26/2010	6556	E 101-45200-221	Vehicle Repair & Maintenance	UNITS 33,4,15,16,32 REPAIRS/IN	132.07
01/26/2010	6556	E 601-49440-221	Vehicle Repair & Maintenance	UNITS 33,4,15,16,32 REPAIRS/IN	37.50
01/26/2010	6556	E 602-49490-221	Vehicle Repair & Maintenance	UNITS 33,4,15,16,32 REPAIRS/IN	37.50
					<u>\$593.56</u>

JJ TAYLOR DIST. OF MN

01/25/2010	972818	E 609-49751-206	Freight and Fuel Charges		3.00
01/25/2010	972818	E 609-49751-252	Beer For Resale		151.20
					<u>\$154.20</u>

JOHNSON BROS WHLSE LIQUOR

01/13/2010	1766692	E 609-49751-206	Freight and Fuel Charges		3.19
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01/13/2010	1766692	E 609-49751-251	Liquor For Resale		322.05
01/13/2010	1766693	E 609-49751-206	Freight and Fuel Charges		11.76
01/13/2010	1766693	E 609-49751-253	Wine For Resale		325.50
01/20/2010	1770515	E 609-49751-206	Freight and Fuel Charges		253.12
01/20/2010	1770515	E 609-49751-251	Liquor For Resale		20,018.81
01/20/2010	1770516	E 609-49751-206	Freight and Fuel Charges		24.99
01/20/2010	1770516	E 609-49751-253	Wine For Resale		939.69
					\$21,899.11

LMC INSURANCE TRUST

01/20/2010	17182	E 101-41400-160	Work Comp Insurance	08-09 AUDIT PREMIUM	(330.00)
01/20/2010	17182	E 101-41410-160	Work Comp Insurance	08-09 AUDIT PREMIUM	11.00
01/20/2010	17182	E 101-41500-160	Work Comp Insurance	08-09 AUDIT PREMIUM	243.00
01/20/2010	17182	E 101-42110-160	Work Comp Insurance	08-09 AUDIT PREMIUM	(93.00)
01/20/2010	17182	E 101-42210-160	Work Comp Insurance	08-09 AUDIT PREMIUM	1,988.00
01/20/2010	17182	E 101-43100-160	Work Comp Insurance	08-09 AUDIT PREMIUM	1,588.00
01/20/2010	17182	E 101-43210-160	Work Comp Insurance	08-09 AUDIT PREMIUM	(250.00)
01/20/2010	17182	E 101-45200-160	Work Comp Insurance	08-09 AUDIT PREMIUM	5.00
01/20/2010	17182	E 601-49440-160	Work Comp Insurance	08-09 AUDIT PREMIUM	58.00
01/20/2010	17182	E 602-49490-160	Work Comp Insurance	08-09 AUDIT PREMIUM	2.00
01/20/2010	17182	E 609-49750-160	Work Comp Insurance	08-09 AUDIT PREMIUM	(4.00)
					\$3,218.00

MCDONALD DIST CO.

01/14/2010	233832	E 609-49751-252	Beer For Resale		3,862.20
01/14/2010	233833	E 609-49751-255	N/A Products		23.30
01/18/2010	234070	E 609-49751-252	Beer For Resale		648.00
01/21/2010	234341	E 609-49751-252	Beer For Resale		7,378.00
					\$11,911.50

MN GFOA

01/28/2010	012810	E 101-41500-433	Dues and Subscriptions	2010 MEMBERSHIP	60.00
					\$60.00

NETWORK BUSINESS SUPPLIES, INC

01/12/2010	00075582	E 609-49750-210	Operating Supplies	THERMAL ROLLS	207.86
					\$207.86

NEXTEL

01/18/2010	388227321-076	E 101-41940-321	Telephone	TELEPHONE 12/15/09-01/14/10	68.63
01/18/2010	388227321-076	E 101-42110-321	Telephone	TELEPHONE 12/15/09-01/14/10	634.85
01/18/2010	388227321-076	E 101-42210-321	Telephone	TELEPHONE 12/15/09-01/14/10	193.21
01/18/2010	388227321-076	E 101-43100-321	Telephone	TELEPHONE 12/15/09-01/14/10	70.83
01/18/2010	388227321-076	E 101-45200-321	Telephone	TELEPHONE 12/15/09-01/14/10	70.82
01/18/2010	388227321-076	E 601-49440-321	Telephone	TELEPHONE 12/15/09-01/14/10	72.40
01/18/2010	388227321-076	E 602-49490-321	Telephone	TELEPHONE 12/15/09-01/14/10	72.40
					\$1,183.14

OPUS 21

01/18/2010	91231	E 601-49440-382	Utility Billing	DEC BILLINGS	1,430.48
01/18/2010	91231	E 602-49490-382	Utility Billing	DEC BILLINGS	1,430.47
					\$2,860.95

OREILLY AUTO PARTS

01/04/2010	1539-366064	E 101-43100-221	Vehicle Repair & Maintenance	FILTERS	17.34
01/04/2010	1539-366064	E 101-45200-221	Vehicle Repair & Maintenance	FILTERS	17.34

01/04/2010	1539-366094	E 101-43100-221	Vehicle Repair & Maintenance	CLEARANCE LT	1.18
01/04/2010	1539-366094	E 101-45200-221	Vehicle Repair & Maintenance	CLEARANCE LT	1.17
01/12/2010	1539-367513	E 101-43100-221	Vehicle Repair & Maintenance	UNIT 16 FILTER	2.96
01/12/2010	1539-367513	E 101-43210-221	Vehicle Repair & Maintenance	UNIT 16 FILTER	2.96
01/12/2010	1539-367513	E 101-45200-221	Vehicle Repair & Maintenance	UNIT 16 FILTER	2.97
01/12/2010	1539-367599	E 101-43100-221	Vehicle Repair & Maintenance	UNIT 16 TRIANGLE KIT	7.12
01/12/2010	1539-367599	E 101-43210-221	Vehicle Repair & Maintenance	UNIT 16 TRIANGLE KIT	7.12
01/12/2010	1539-367599	E 101-45200-221	Vehicle Repair & Maintenance	UNIT 16 TRIANGLE KIT	7.12
01/20/2010	1539-368881	E 101-43100-221	Vehicle Repair & Maintenance	UNIT 15 FILTERS	31.94
01/20/2010	1539-368881	E 101-43210-221	Vehicle Repair & Maintenance	UNIT 15 FILTERS	31.94
01/20/2010	1539-368881	E 101-45200-221	Vehicle Repair & Maintenance	UNIT 15 FILTERS	31.94
					<hr/>
					\$163.10

PAUSTIS & SONS

01/18/2010	8248107-IN	E 609-49751-206	Freight and Fuel Charges		4.50
01/18/2010	8248107-IN	E 609-49751-253	Wine For Resale		167.00
					<hr/>
					\$171.50

PHILLIPS WINE & SPIRITS CO.

01/13/2010	2859865	E 609-49751-206	Freight and Fuel Charges		18.37
01/13/2010	2859865	E 609-49751-251	Liquor For Resale		972.14
01/13/2010	2859866	E 609-49751-206	Freight and Fuel Charges		19.11
01/13/2010	2859866	E 609-49751-253	Wine For Resale		578.90
01/13/2010	2859867	E 609-49751-206	Freight and Fuel Charges		1.47
01/13/2010	2859867	E 609-49751-254	Miscellaneous Merchandise		34.40
01/20/2010	2862758	E 609-49751-206	Freight and Fuel Charges		35.28
01/20/2010	2862758	E 609-49751-251	Liquor For Resale		2,408.84
01/20/2010	2862759	E 609-49751-206	Freight and Fuel Charges		4.41
01/20/2010	2862759	E 609-49751-253	Wine For Resale		229.90
01/20/2010	2862760	E 609-49751-206	Freight and Fuel Charges		4.41
01/20/2010	2862760	E 609-49751-254	Miscellaneous Merchandise		90.75
01/21/2010	3430266	E 609-49751-206	Freight and Fuel Charges		(1.47)
01/21/2010	3430266	E 609-49751-251	Liquor For Resale		(155.99)
					<hr/>
					\$4,240.52

PREMIERE ASSET SERVICES

01/28/2010	012810	G 601-22200	Deferred Revenues	23037 AMBASSADOR BLVD - OVE	10.47
					<hr/>
					\$10.47

QUALITY WINE & SPIRITS

01/13/2010	256374-00	E 609-49751-206	Freight and Fuel Charges		(2.00)
01/13/2010	256374-00	E 609-49751-251	Liquor For Resale		(17.00)
01/20/2010	259523-00	E 609-49751-206	Freight and Fuel Charges		(2.00)
01/20/2010	259523-00	E 609-49751-251	Liquor For Resale		(68.75)
01/20/2010	259856-00	E 609-49751-206	Freight and Fuel Charges		21.20
01/20/2010	259856-00	E 609-49751-251	Liquor For Resale		860.53
					<hr/>
					\$791.98

QWEST

01/07/2010	1049.0110	E 101-41940-321	Telephone	PHONE 1/7/10-2/6/10	44.60
01/07/2010	1049.0110	E 101-42110-321	Telephone	PHONE 1/7/10-2/6/10	37.17
01/07/2010	1049.0110	E 101-42210-321	Telephone	PHONE 1/7/10-2/6/10	37.17
01/07/2010	1049.0110	E 101-43100-321	Telephone	PHONE 1/7/10-2/6/10	7.43
01/07/2010	1049.0110	E 101-45200-321	Telephone	PHONE 1/7/10-2/6/10	7.46
01/07/2010	1049.0110	E 601-49440-321	Telephone	PHONE 1/7/10-2/6/10	7.43

01/07/2010	1049.0110	E 602-49490-321	Telephone	PHONE 1/7/10-2/6/10	7.43
					<u>\$148.69</u>
REED BUSINESS INFORMATION					
01/13/2010	4320079	E 507-00000-441	Miscellaneous	LEGAL ADS	218.94
01/19/2010	4321303	E 507-00000-441	Miscellaneous	LEGAL ADS 230TH/IVYWOOD	218.94
					<u>\$437.88</u>
ROYAL TIRE, INC.					
01/08/2010	T200414605	E 101-42110-221	Vehicle Repair & Maintenance	2 TIRES	199.86
					<u>\$199.86</u>
RUSSELL SECURITY RESOURCE INC.					
01/21/2010	A15959	E 602-49490-401	Repairs/Maint Buildings	LOCK REPAIRS	77.50
					<u>\$77.50</u>
SKINNER, MARLINE					
01/01/2010	0110	E 101-42700-311	Contract	JAN IMPOUND FEES	500.00
					<u>\$500.00</u>
SMITH IRONWORKS					
01/12/2010	9066	E 101-43100-218	Equipment Repair & Maintenance	TRAILER REPAIR	607.75
01/12/2010	9066	E 101-43210-218	Equipment Repair & Maintenance	TRAILER REPAIR	607.74
01/12/2010	9066	E 101-45200-218	Equipment Repair & Maintenance	TRAILER REPAIR	607.75
					<u>\$1,823.24</u>
SOUND SYSTEMS, INC.					
01/12/2010	7163796	E 101-41940-445	Security	ANNUAL MONITORING 2010	242.55
					<u>\$242.55</u>
ST. FRANCIS AREA CHAMBER OF					
01/15/2010	000117	E 609-49750-433	Dues and Subscriptions	ANNUAL MEMBERSHIP DUES 20	150.00
					<u>\$150.00</u>
STAPLES					
01/08/2010	99865249	E 101-42110-200	Office Supplies	SUPPLIES	75.56
					<u>\$75.56</u>
STREICHER'S					
01/11/2010	I701590	E 101-42110-437	Uniform Allowance	UNIFORM - STEMME	290.16
					<u>\$290.16</u>
SUSA					
01/25/2010	012510	E 101-43100-433	Dues and Subscriptions	2010 MEMBERSHIP TEICHER/PE	50.00
01/25/2010	012510	E 101-45200-433	Dues and Subscriptions	2010 MEMBERSHIP TEICHER/PE	50.00
01/25/2010	012510	E 601-49440-433	Dues and Subscriptions	2010 MEMBERSHIP TEICHER/PE	50.00
01/25/2010	012510	E 602-49490-433	Dues and Subscriptions	2010 MEMBERSHIP TEICHER/PE	50.00
					<u>\$200.00</u>
TOM LYNCH ELECTRIC					
01/26/2010	012610	E 101-42210-401	Repairs/Maint Buildings	FIRE DEPT REWIRE/EMERG LIG	585.00
					<u>\$585.00</u>
TOTAL CONTROL SYSTEMS, INC.					
12/31/2009	5126	E 602-49451-229	Project Repair & Maintenance	SCADA PARTS FOR BRIDGE ST	3,764.00
					<u>\$3,764.00</u>
TWIN CITIES FLAG					

01/19/2010	14426	E 101-41940-210	Operating Supplies	USA FLAGS	167.79
					\$167.79

U S CABLE

02/01/2010	100615.0210	E 601-49440-321	Telephone	3913 FEB 2010	69.95
02/01/2010	48808.0210	E 601-49440-321	Telephone	4020 FEB 2010	34.97
02/01/2010	48808.0210	E 602-49490-321	Telephone	4020 FEB 2010	34.98
02/01/2010	62165.0210	E 101-41940-321	Telephone	23340 FEB 2010	69.95
02/01/2010	70456.0210	E 609-49750-321	Telephone	23307 FEB 2010	69.95
02/01/2010	74181.0210	E 101-43100-321	Telephone	3518 FEB 2010	34.97
02/01/2010	74181.0210	E 101-45200-321	Telephone	3518 FEB 2010	34.98
02/01/2010	97572.0210	E 601-49440-321	Telephone	3921 FEB 2010	69.95
					\$419.70

WATER LABORATORIES INC.

01/13/2010	10A-082	E 601-49440-313	Sample Testing	JANUARY TEST	85.00
					\$85.00

WELLS FARGO

11/23/2009	0020-787991DC9	E 101-42210-601	Debt Srv Bond Principal	LOAN PAYMENT FIRE TRUCK	11,513.38
11/23/2009	0020-787991DC9	E 101-42210-611	Bond Interest	LOAN PAYMENT FIRE TRUCK	5,047.39
					\$16,560.77

WEST PAYMENT CENTER

01/04/2010	819917328	E 101-42110-200	Office Supplies	MN CRIMINAL LAW 2010 PAMPH	133.59
					\$133.59

WIRTZ BEVERAGE MN

01/14/2010	347197	E 609-49751-206	Freight and Fuel Charges		4.35
01/14/2010	347197	E 609-49751-253	Wine For Resale		335.08
01/14/2010	347198	E 609-49751-206	Freight and Fuel Charges		14.50
01/14/2010	347198	E 609-49751-251	Liquor For Resale		1,397.64
01/14/2010	347198	E 609-49751-254	Miscellaneous Merchandise		27.23
01/21/2010	350442	E 609-49751-206	Freight and Fuel Charges		24.65
01/21/2010	350442	E 609-49751-251	Liquor For Resale		1,553.45
01/21/2010	350442	E 609-49751-254	Miscellaneous Merchandise		105.60
01/21/2010	794515	E 609-49751-251	Liquor For Resale		(7.56)
01/21/2010	794525	E 609-49751-251	Liquor For Resale		(15.61)
					\$3,439.33

\$144,219.77

FUND SUMMARY

101 GENERAL FUND	\$47,274.07
507 IVYWOOD ST & 230TH LANE	\$806.88
601 WATER FUND	\$9,785.09
602 SEWER FUND	\$21,544.61
609 MUNICIPAL LIQUOR FUND	\$64,809.12
Total	144,219.77

CITY OF ST. FRANCIS

Disbursements via Debits to Checking account

<u>Transmitted</u> <u>Date</u>	<u>Settlement</u> <u>Date</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
01/14/10	01/19/10	MN Dept of Revenue	Sales Tax	18,022.00
01/21/10	01/22/10	ING	Deferred Comp	845.00
01/21/10	01/22/10	ICMA	Deferred Comp	1,260.00
01/21/10	01/25/10	U.S. Treasurer	Federal Payroll Tax	15,312.44
01/21/10	01/25/10	MN State Treasurer	State Payroll Tax	3,230.75
01/21/10	01/25/10	P.E.R.A.	P.E.R.A	11,007.58
		TOTAL		<u><u>49,677.77</u></u>

**CITY OF ST. FRANCIS
ST. FRANCIS, MN
ANOKA COUNTY**

RESOLUTION 2010-03

**RESOLUTION AUTHORIZING SUMMARY PUBLICATION OF
ORDINANCE 145, SECOND SERIES
AMENDING SECTION 6.05 ADDING SUBDIVISION 2
ENTITLED "FEE SCHEDULE"**

WHEREAS, the following is a summary of the types of fees included in Ordinance 145, Second Series, Subdivision 2; An Ordinance Adopting the Schedule of Fees for 2010, adopted by the St. Francis City Council at their January 04, 2010 regular meeting, which include Permits, Licensing, Water/Sewer Rates, Park Dedication, and planning and zoning, and administrative fees as examples.

WHEREAS, as authorized by Minnesota Statutes, Section 412.191, subd. 4, the City Council has determined that publication of the title and summary of Ordinance 145, Second Series will clearly inform the public of the intent and effect of the Ordinance; and

WHEREAS, a printed copy of the Ordinance is available for inspection during regular office hours in the office of the City Clerk.

NOW THEREFORE, BE IT RESOLVED that the following summary of Ordinance 145, Second Series is approved for publication:

**CITY OF ST. FRANCIS
ST. FRANCIS, MN
ANOKA COUNTY**

**Ordinance 145, Second Series
Amending Section 6.05 adding Subdivision 2 Entitled
"Fee Schedule"**

The City of St. Francis 2010 Fee Schedule was adopted by the St. Francis City Council on January 04, 2010, which includes Permits, Licensing, Water/Sewer Rates, Park Dedication, planning/zoning, and administrative fees as examples. A printed copy of the Ordinance is available for inspection during

regular office hours in the office of the City Clerk.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF ST. FRANCIS THIS 1st
DAY OF FEBRUARY, 2010.


APPROVED:

Jerry Tveit, Mayor

ATTEST:

Barbara I. Held, City Clerk

AGENDA REPORT

TO: City Administrator
FROM: Public Works Director 
SUBJECT: Roller/Packer
DATE: 2-1-10

INTRODUCTION

As you are all aware of, the City has made some significant investments into our gravel road system, along with that it takes a tremendous amount of resources to maintain the gravel road system. City staff proposes the purchase of the multi use roller/packer to help increase the Public Works Department's productivity, efficiency, ability to provide good customer service to the residents of St Francis and to protect our gravel product investment.

BACKGROUND

Best practices has proven that rolling/packing directly after grading increases the road surfaces ability to withstand weather and traffic forces resulting in less maintenance requirements and lowering gravel and labor costs. Last year, we rented a roller that we pulled behind our tractor, we found that the roads that we packed right after grading held up much better, this resulted in longer time spans between grading, reduction in fuel and labor cost, preserving the gravel product, and fewer citizen complaints. However, this method requires 2 machines and 2 employees to accomplish this task, with the roller/packer that attaches directly to the motor grader one employee can do the work of two. Based on last year's time sheets and best practices for gravel road maintenance, we could save about 300 labor hours alone if we had a roller/packer that attaches to the motor grader, this calculated out conservatively, is about \$8000 per year in potential savings and a possible pay back of 4-5 years. This is not taking into account, the potential for reduction of replacement gravel costs, currently, we are putting down about a 3 to 4 inch compacted lift, in the future, we may get away with a 2 inch compacted lift. This roller will help us to keep the gravel in place, protecting it from being washed away from rain and from losing the fines (binder) when it is dry and dusty.

This tool will also aid us in maintaining our asphalt road shoulders; it will allow us to pack the shoulders immediately after new product is applied.

RECOMMENDATION

City Staff Recommends the purchase of the Walk 'N' Roll model WR75 Packer/Roller as quoted by Ziegler Caterpillar per MN State Contract #620-309 in the amount of \$34,397.72. City Staff also recommends that the Finance Director be approved to make the appropriate budget adjustments for this purchase.

BUDGET IMPACT

Currently, for the 2010 budget, we have \$47,500.00 budgeted for the purchase of a roller/packer, the replacement of our infield groomer for ball fields and for the replacement of our Kawasaki Mule. If necessary we will delay the replacement of the infield groomer and the Kawasaki Mule.

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Attachments:
1.Quote

CITY OF ST FRANCIS
23340 CREE ST
SAINT FRANCIS MN
55070-9390

10/27/09

Attn: Paul Teicher

We are pleased to quote you the following for your consideration.

- 1- Walk 'N' Roll model WR75 walking beam Packer/Roller. 75" wide to fit within tandem.....\$19,650.00
- 2- 36" R sideshift module.....\$ 3,250.00
- 3- Heavy Duty Lift Assembly (includes quick attach).....\$ 7,650.00
- 4- Accumulator (recommended for hilly conditions).....\$ 1,635.00

*Above items quoted includes installation at a Ziegler facility but does not include Freight of machine to Ziegler facility.

*All prices as per Minnesota State Contract #620-309

32,185
+ TAX
\$34,397.22

Thank you for the opportunity to earn your business

Paul Laage

Ziegler Inc.

612-875-6640 Cell

651-982-5622 Office

quote for 10/28/09

*60 days to 12/15/09
20-40% discount on all*

AGENDA REPORT

TO: City Administrator
FROM: Finance Director
SUBJECT: Cost savings at Liquor Store on credit card fees
DATE: January 26, 2010

INTRODUCTION

The Liquor Store has realized a substantial savings on its credit card processing fees with the change it made in April 2009. Credit card fees were reduced by \$9,278 from 2008 to 2009. This works out to an approximate annual savings of \$13,000 which is more than what was anticipated.

BACKGROUND

In late 2008, I began investigating alternative options for our credit card processing service at the Liquor Store. I contacted US Bank Merchant Services (a service I have utilized in the past) and learned that they had implemented a government pooled service for Liquor Stores. After much communication, the new service was implemented and a new option of Gift Cards was also made available to consumers.

RECOMMENDATION

No action.

BUDGET IMPACT

Annual savings of approximately \$13,000.

S:\Agenda Reports\LS - credit card fee savings 020110.doc

Attachments:

1. None

AGENDA REPORT

TO: City Administrator
FROM: Finance Director
SUBJECT: Distinguished Budget Presentation Awards Program
DATE: January 27, 2010

INTRODUCTION

The 2010 Budget for the City of St. Francis is being submitted to the Government Finance Officers Association with the goal of obtaining their Budget Award.

BACKGROUND

The GFOA established the Distinguished Budget Presentation Awards Program (Budget Awards Program) in 1984 to encourage and assist state and local governments to prepare budget documents of the very highest quality that reflect both the guidelines established by the National Advisory Council on State and Local Budgeting and the GFOA's recommended practices on budgeting and then to recognize individual governments that succeed in achieving that goal.

Documents submitted to the Budget Awards Program are reviewed by selected members of the GFOA professional staff and by outside reviewers with experience in public-sector budgeting.

RECOMMENDATION

No action.

BUDGET IMPACT

Application fee of \$185 which is included in the 2010 budget.

S:\Agenda Reports\FIN - budget award.doc

Attachments:

1. None

FYI



**2010 Goal
630 Tons**

**44 Tons
Recycled in
December**

In 2009, St. Francis residents recycled over 460 tons at curbside.

Recycling is now easier with simple sort recycling. You no longer need to sort items. Just place them all in the large roll-off container provided by your hauler. If you have any questions about what is acceptable or would like to start a new service, call your hauler:

**Ace Solid Waste 763-427-3110
Allied Waste 763-784-2104**

Anoka County
Year-End Statistics 2009 v. 2008 v. 2007
(By Municipality)

FYI

2009 Average Sales Price: \$177,524 -13.1%
 2008 Average Sales Price: \$200,840 -15.2%
 2007 Average Sales Price: \$235,689

2009 Highest Average Sales Price	Columbus	257,840
2008 Highest Average Sales Price	Ham Lake	294,342
2007 Highest Average Sales Price	Ham Lake	333,364

Top 5 Cities Highest Average Sales Price (2009)

City	Avg. SP	2008 Rank
1. Columbus	\$257,840	2nd
2. Ham Lake	\$247,787	1st
3. Centerville	\$247,690	6th
4. Lino Lakes	\$230,110	4th
5. Burns Twp	\$221,353	3rd

Top 5 Cities Percentage Change Average Sales Price

City	% Change	2009	2008	2007
1. Linwood	+4.1%	193,159	185,476	253,421
2. Centerville	-0.04%	247,690	248,654	264,820
3. Andover	-8.7%	219,445	240,981	290,679
4. Spring Lake Park	-9.7%	144,813	161,401	196,541
5. Columbus	-10.9%	257,840	289,439	300,307

-13.5% Change 2009 (all cities)
 -15.2% Change 2008 (all cities)

Top 5 Cities Number of Closed Sales (2009 v. 2008)

1. Blaine	880	760
2. Coon Rapids	869	673
3. Andover	412	337
4. Ramsey	363	338
5. Columbia Heights	325	285

Top 10 Pct. Increase in Closed Sales

1. St. Francis	+60.8%
2. Anoka	+48.7%
3. Columbus	+37.5%
4. Ham Lake	+36.8%
5. Linwood	+35.9%
6. East Bethel	+34.2%
7. Coon Rapids	+28.9%
8. Lino Lakes	+27.9%
9. Oak Grove	+22.6%
10. Circle Pines	+22.4%

2009 Number of Closed Sales: 4,486 +21.7%
 2008 Number of Closed Sales: 3,685 + 5.6%
 2007 Number of Closed Sales: 3,488

2009 New Listings: 8,014
 2008 New Listings: 9,296
 2007 New Listings: 10,175

2009 Average Days on the Market (DOM): 153 -9.8%
 2008 Average Days on the Market (DOM): 168 +27.3%
 2007 Average Days on the Market (DOM): 132

2009 Lowest DOM Hilltop 101
 2008 Lowest DOM Blaine 129
 2007 Lowest DOM
 1. Hilltop 85
 2. Blaine 106
 3. Columbia Heights 108

2009 Highest DOM Burns Twp 256
 2008 Highest DOM Bethel 254

Top 10 Pct. Drop New Listings

1. Burns Twp -36%
2. Bethel -30.0%
3. E. Bethel -25.8%
4. Oak Grove -23.4%
5. Columbus -22.4%
6. Columbia Heights -21.5%
7. Ramsey -19.1%
8. St. Francis -17.3%
9. Coon Rapids -14.9%
10. Ham Lake -12.7%
11. Fridley -12.7%

2009 Avg. (all cities) -14.8%

<u>Cities in Anoka County:</u>		
Andover	Columbus	Linwood
Anoka	Coon Rapids	Oak Grove
Bethel	East Bethel	Ramsey
Blaine	Fridley	Spring Lake Park
Burns Twp	Ham Lake	St. Francis
Centerville	Hilltop	Linwood
Circle Pines	Lexington	Oak Grove
Columbia Heights	Lino Lakes	Ramsey

Data Source: North Metro REALTORS® Association, MLS Statistical Information
 Staff Contact: [Eric J. Myers](#), Government Affairs Director, 763-757-723