

KASSON CITY COUNCIL REGULAR MEETING AGENDA

Wednesday, January 22, 2020

6:00 PM

PLEDGE OF ALLIANCE

6:00 A. COUNCIL

1. Approve agenda - Make additions, deletions or corrections at this time.
2. Consent Agenda - All matters listed under Item 2, Consent Agenda, are considered to be routine and non-controversial by the City Council and will be enacted with one motion. There will not be separate discussion of these items unless a Council Member so requests, in which case the item will be removed from the Consent Agenda and will be considered separately.
 - a. Minutes from January 8, 2020
 - b. Claims processed after the January 8, 2020 regular meeting, as audited for payment
 - c. Resolution Designating CMMPA Representative
 - d. Resolution Decertifying Delinquencies to the County Auditor
 - e. Acknowledge Committee Minutes
 - i. Park Board Dec 2019
 - ii. Planning Commission Dec 2019
 - iii Library Board Special Meeting 12-23-19
 - f. Resolution for Multi Bank Securities Non-Corporate
 - g. Evaluations:

i. Kris Anderson	Park/Street PWW	At Top of Scale
ii. Dan Trapp	Lead W/WW Operator	At Top of Scale
iii. Matt Norland	Police Officer	inc to Grade 10 Step 4 \$29.20 eff 1-1-20
iv. Matt Stradtman	Police Officer	inc to Grade 10 Step 6 \$31.13 eff 1-1-20
v. Jeff Ulve	W/WW Operator II	inc to Grade 9 Step 7 \$30.02 eff 1-9-20
 - h. Conference – Linda Rappe MCFOA March 16-19 St. Cloud \$275 + hotel

B. VISITORS TO THE COUNCIL

C. MAYOR'S REPORT

1. Council Appointments
2. Board and Commission Appointments
3. Motion on Stabilization Fund Calculation regarding Flood

D. PUBLIC FORUM

- May not be used to continue discussion on an agenda item that already had been held as a public hearing.
- This section is limited to 15 minutes and each speaker is limited to 4 minutes.
- Speakers not heard will be first to present at the next Council meeting.
- Speakers will only be recognized once.
- Matters under negotiation, litigation or related to personnel will not be discussed.
- Questions posed by a speaker will generally be responded to in writing.
- Speakers will be required to state their name and their address for the record.

E. PUBLIC HEARING

F. COMMITTEE REPORT

G. OLD BUSINESS

H. NEW BUSINESS

1. Pay Equity Approval

I. ADMINISTRATORS REPORT

1. Administrator Memo regarding Bigelow Voigt 8th Subdivision
2. Administrator Memo regarding Blaine's 14th Subdivision

J. ENGINEER'S REPORT

K. PERSONNEL

L. ATTORNEY

M. CORRESPONDENCE

1. LMC Elected Leaders Institute Advanced Program
2. SEMLM Annual Meeting January 30 – Rochester
3. SEMMCHRA SCDP Progress Report
4. Certificate of Membership

N. ADJOURN

Please go to www.cityofkasson.com for full video

**KASSON CITY COUNCIL REGULAR MEETING MINUTES
January 8, 2020**

Pursuant to due call and notice thereof, a regular City Council meeting was held at City Hall on the 8th day of January, 2020 at 6:00 P.M.

THE FOLLOWING MEMBERS WERE PRESENT: Burton, Eggler, Ferris, McKern and Zelinske

THE FOLLOWING MEMBERS WERE ABSENT: None

THE FOLLOWING WERE ALSO PRESENT: Interim City Administrator Nancy Zaworski, City Clerk Rappe, City Attorney Melanie Leth, City Engineer Theobald, Fire Chief Joe Fitch, Janet Sinning and Tim O'Morro

**PLEDGE OF ALLIANCE
COUNCIL**

APPROVE AGENDA

Add: K.3 Rescind resignation and Approve Leave of Absence for Firefighter Jurrens

Add: J.1 Update from DNR regarding cleaning debris from Masten Creek

Add: J.2 Update on Roundabouts from MNDOT

Motion to Approve the Amended Agenda made by Councilperson Eggler, second by Councilperson Burton with All Voting Aye.

CONSENT AGENDA

Minutes from December 18, 2019

Claims processed after the December 18, 2019 regular meeting, as audited for payment in the amount of \$510,299.56

Pay Request #2 16th St NE Improvements Carl Bolander \$184,219.06

Pay Request #3 E Main St Storm Sewer BCM Const \$5,617.82

Resolution Designating Official Depository

*Resolution #1.1-20
Resolution Designating Official Depository
(on file)*

Conferences:

- i. Krista Weigel ImageTrend Fire Admin Train Lakeville Jan 8
- ii. Krista Weigel Advanced Gun Laws & Advanced Data Practices Andover Jan 28-29
- iii. Linda Rappe IIMC Region Mtg Stillwater Jan 24-25

Motion to Approve the Consent Agenda made by Councilperson Burton, second by Councilperson Ferris with All Voting Aye.

VISITORS TO THE COUNCIL

MAYOR'S REPORT

Feb/Mar Planning Session – Dates were discussed and February 15 will be tentatively set from 8-12 at the Public Works Building.

Mayor Mckern mentioned the experienced elected officials training coming up.

Mayor McKern stated that he will have the 2020 Committee appointments at the next meeting.

PUBLIC FORUM

PUBLIC HEARING

COMMITTEE REPORT

Park Board – Councilperson Egler Discussion on how much the Council is willing to spend on the Stone Wall - Councilperson Egler stated that a “go fund me” page started and people coming to talk to Ron Unger and people stating that they can do it cheaper. We had received one bid. Councilperson Ferris stated that she has information from two people that they would like to put in a bid. Ferris was instructed to give that information to Park Director, Ron Unger. Councilperson Egler stated that people are asking if we can save part of it instead of the whole wall, can the plaque that is there be incorporated into it, and some are saying that if we have to replace that much of the wall is it still original? Councilperson Zelinske suggested when getting the bids to get it for the whole wall and for the main arch or sections.

OLD BUSINESS

NEW BUSINESS

City Attorney Contract – No changes from 2019.

Motion to Approve the 2020 City Attorney Contract made by Councilperson Zelinske, second by Councilperson Ferris with All Voting Aye.

ADMINISTRATORS REPORT

ENGINEER'S REPORT

Update from DNR regarding cleaning debris from Masten Creek – Engineer Theobald stated that the DNR is recommending not doing anything about the cross section unless we have a property or utility affected. Engineer Theobald stated that we could look at removing some trees. The City would need a permit if we are disturbing soil or realigning the creek. The Council agreed that Engineer Theobald should work with the Public Works Director to see what trees and blockages there are along the creek and if there are any impacts.

MNDOT update regarding roundabouts – Engineer Theobald had a conversation with MNDOT regarding putting a mini roundabout where the signal is and a traditional single lane roundabout at 16th St. and at County 34. Theobald read the letter he sent to MNDOT regarding the conversation had at the December 18 meeting. MNDOT is strongly considering paying for the construction of the

roundabouts and they do not want to push back construction. The Council would strongly prefer a stoplight instead of a mini roundabout at Main St. The Council is in agreement for a single lane roundabout at County 34 and a roundabout at 16th St NE.

PERSONNEL

Resignation of PT Officer Tyler Breuer – Motion to Accept Officer Breuer’s Resignation and Thanked him for his service made by Councilperson Burton, second by Councilperson Egger with All Voting Aye.

Memo from Police Chief Requesting hiring 3 PT Officers – Motion to Approve Hiring 3 Part time Officers made by Mayor McKern, second by Councilperson Ferris with All voting Aye.

Rescinding Resignation and Approve Leave of Absence for Firefighter Jurrens - Motion to Approve Rescinding the Resignation and Approving A Leave of Absence for Up to One Year made by Mayor McKern, second by Councilperson Egger with All Voting Aye.

ATTORNEY

CORRESPONDENCE

Correspondence was reviewed.

ADJOURN 6:26PM

Motion to Adjourn made by Councilperson Zelinske, second by Councilperson Ferris with all voting Aye to Adjourn.

ATTEST:

Linda Rappe, City Clerk

Chris McKern, Mayor

SIGNATURE PAGE

THE ATTACHED LIST OF BILLS PAYABLE WAS REVIEWED AND APPROVED FOR PAYMENT.

THIS INCLUDES WARRANT NUMBERS:

#1 - #4

GRAND TOTAL SUBMITTED FOR PAYMENT \$ 2,061,223.47

DATE APPROVED: 1-22-2020

#1	\$ 198,119.09
#2	7,052.13
#3	68,201.78
#4	1,787,850.47
	<hr/>
	2,061,223.47

01/09/20
09:03:51

CITY OF KASSON
Claim Approval List
For the Accounting Period: 1/20
For Pay Date: 01/09/20

Page: 1 of 4
Report ID: AP100V

1

For Pay Date = 01/09/20

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
*** Claim from another period (12/19) ****								
33322		6022 BCM CONSTRUCTION INC	5,617.82					
	12/18/19	REQ #3-E MAIN STORM IMPROV	5,617.82			605 1650		1010
		Total for Vendor:	5,617.82					
*** Claim from another period (12/19) ****								
33323		6072 CARL BOLANDER & SONS LLC	184,219.06					
	01/02/20	REQ #2-16 ST NE IMPROV	184,219.06			427 311 4311	430	1010
		Total for Vendor:	184,219.06					
*** Claim from another period (12/19) ****								
33324		77 HAWKINS INC	3,955.04					
	4638922 11/25/19	LPC-5/CHLORINE	3,955.04			601 943 4943	210	1010
		Total for Vendor:	3,955.04					
*** Claim from another period (12/19) ****								
33325		55 MN ENERGY RESOURCES CORP	2,228.53					
	01/02/20	NAT GAS-L.S.	179.87			609 979 4979	380	1010
	01/02/20	NAT GAS-RENTAL (OLD LIBRARY)	28.09			101 1151		1010
	01/02/20	SALES TAX	1.93			101 1151		1010
	01/02/20	SALES TAX	-1.93			101 2025		1010
	01/02/20	D C TRANSIT TAX	0.14			101 1151		1010
	01/02/20	D C TRANSIT TAX	-0.14			101 2026		1010
	01/02/20	NAT GAS-C H	355.30			101 194 4194	380	1010
	01/02/20	NAT GAS-P D	257.20			101 210 4210	380	1010
	01/02/20	NAT GAS-F D	327.69			101 220 4220	380	1010
	01/02/20	NAT GAS-F D	428.18			101 220 4220	380	1010
	01/02/20	NAT GAS-PARK MAINT SHED	240.77			101 522 4522	380	1010
	01/03/20	NAT GAS-P.W.B.	89.87			101 310 4310	380	1010
	01/03/20	NAT GAS-P.W.B.	89.88			604 957 4957	380	1010
	01/03/20	SALES TAX	6.17			604 957 4957	380	1010
	01/03/20	SALES TAX	-6.17			604 2025		1010
	01/03/20	D C TRANSIT TAX	0.44			604 957 4957	380	1010
	01/03/20	D C TRANSIT TAX	-0.44			604 2026		1010
	01/03/20	NAT GAS-WWTP	101.64			602 947 4947	380	1010
	01/02/20	NAT GAS-LIBRARY	130.04			211 550 4550	380	1010
		Total for Vendor:	2,228.53					

01/09/20
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CITY OF KASSON
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* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
33326		976 MN SHERIFFS' ASSOCIATION	300.00					
	203680	12/19/19 WEIGEL-ADV DATA PRACTICES	150.00			101 210 4210	333	1010
	203680	12/19/19 WEIGEL-ADV GUN LAWS	150.00			101 210 4210	333	1010
		Total for Vendor:	300.00					
		*** Claim from another period (12/19) ****						
33327		4037 PREFERRED HEATING & COOLING LLC	202.90					
	2378-1	10/21/19 HEATER REPAIRS-P.W.B.	28.98			101 310 4310	400	1010
	2378-1	10/21/19 HEATER REPAIRS-P.W.B.	28.98			101 312 4312	400	1010
	2378-1	10/21/19 HEATER REPAIRS-P.W.B.	28.98			101 517 4517	400	1010
	2378-1	10/21/19 HEATER REPAIRS-P.W.B.	28.99			601 943 4943	400	1010
	2378-1	10/21/19 HEATER REPAIRS-P.W.B.	28.99			602 948 4948	400	1010
	2378-1	10/21/19 HEATER REPAIRS-P.W.B.	28.99			604 957 4957	400	1010
	2378-1	10/21/19 HEATER REPAIRS-P.W.B.	28.99			605 963 4963	400	1010
	2378-1	10/21/19 SALES TAX	1.99			604 957 4957	400	1010
	2378-1	10/21/19 SALES TAX	-1.99			604	2025	1010
	2378-1	10/21/19 D C TRANSIT TAX	0.14			604 957 4957	400	1010
	2378-1	10/21/19 D C TRANSIT TAX	-0.14			604	2026	1010
		Total for Vendor:	202.90					
		*** Claim from another period (12/19) ****						
33328		3382 VERIZON WIRELESS	1,595.74					
	9844615939	12/20/19 CELL PHONES-P D	750.66			101 210 4210	321	1010
	9844615939	12/20/19 CELL PHONES-STREETS	88.32			101 310 4310	321	1010
	9844615939	12/20/19 CELL PHONES-PARKS	101.58			101 510 4510	321	1010
	9844615939	12/20/19 CELL PHONES-WATER	56.91			601 944 4944	321	1010
	9844615939	12/20/19 CELL PHONES-WW	145.92			602 949 4949	321	1010
	9844615939	12/20/19 CELL PHONE-P.W. DIRECTOR	53.54			604 959 4959	321	1010
	9844615939	12/20/19 CELL PHONES-ELECTRIC	303.82			604 959 4959	321	1010
	9844615939	12/20/19 CELL PHONES-ARENA	94.99			606 516 4516	321	1010
		Total for Vendor:	1,595.74					
		# of Claims	7			Total:		198,119.09

01/15/20
14:12:28

CITY OF KASSON
Claim Approval List
For the Accounting Period: 1/20
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#2

For Pay Date = 01/16/20
* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
*** Claim from another period (12/19) ****								
33365		5098 CARDMEMBER SERVICE	764.27					
	12/04/19	1 YR.-P.B. SUBSCRIPTION-L.S.	120.00			609 976 4976	216	1010
	12/06/19	POP FOR RESALE (ERDMANS)	114.34			609 975 4975	254	1010
	12/06/19	HAND SOAP (ERDMANS)	2.55			609 978 4978	210	1010
	12/06/19	SALES TAX	0.17			609 978 4978	210	1010
	12/06/19	SALES TAX	-0.17			609	2025	1010
	12/06/19	D C TRANSIT TAX	0.01			609 978 4978	210	1010
	12/06/19	D C TRANSIT TAX	-0.01			609	2026	1010
	12/09/19	HEAT SHRINK TORCH	62.58			604 957 4957	220	1010
	12/10/19	PCI COMPLIANCE-SIKICH	69.00			101 192 4192	309	1010
	12/11/19	POP FOR RESALE-(ERDMANS)	194.03			609 975 4975	254	1010
	12/11/19	TRASH BAGS (ERDMANS)	6.99			609 978 4978	210	1010
	12/11/19	SALES TAX	0.48			609 978 4978	210	1010
	12/11/19	SALES TAX	-0.48			609	2025	1010
	12/11/19	D C TRANSIT TAX	0.03			609 978 4978	210	1010
	12/11/19	D C TRANSIT TAX	-0.03			609	2026	1010
	12/20/19	POP FOR RESALE-(ERDMANS)	191.69			609 975 4975	254	1010
	12/20/19	MR. CLEAN CLNR-(ERDMANS)	3.09			609 978 4978	210	1010
	12/20/19	SALES TAX	0.21			609 978 4978	210	1010
	12/20/19	SALES TAX	-0.21			609	2025	1010
	12/20/19	D C TRANSIT TAX	0.01			609 978 4978	210	1010
	12/20/19	D C TRANSIT TAX	-0.01			609	2026	1010
*** Claim from another period (12/19) ****								
33378		5098 CARDMEMBER SERVICE	442.96					
	01/02/20	BOOKS	23.91			211 550 4550	218	1010
	01/02/20	DVD's	336.69			211 550 4550	219	1010
	01/02/20	THERM PAPER/PWR STRIP/CLNR SPR	82.76			211 550 4550	210	1010
	01/02/20	AMAZON CREDIT	-0.40			211 550 4550	219	1010
		Total for Vendor:	1,207.23					
*** Claim from another period (12/19) ****								
33379		82 CHS INC	117.91					
	12/31/19	9.690 GAL UNLD-STREETS	21.77			101 310 4310	212	1010
	12/31/19	7.085 GAL UNLD-ICE/SNOW	16.41			101 312 4312	212	1010
	441-IF3446	12/18/19 33# LP GAS FILL	11.39			101 310 4310	210	1010
	441-IF3446	12/18/19 33# LP GAS FILL	11.39			101 312 4312	210	1010
	441-IF3446	12/18/19 33# LP GAS FILL	11.39			101 517 4517	210	1010

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CITY OF KASSON
Claim Approval List
For the Accounting Period: 1/20
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For Pay Date = 01/16/20

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
	441-IP3446	12/18/19 33# LP GAS FILL	11.39			601 943 4943	210	1010
	441-IP3446	12/18/19 33# LP GAS FILL	11.39			602 948 4948	210	1010
	441-IP3446	12/18/19 33# LP GAS FILL	11.39			604 957 4957	210	1010
	441-IP3446	12/18/19 33# LP GAS FILL	11.39			605 963 4963	210	1010
		Total for Vendor:	117.91					
		*** Claim from another period (12/19) ****						
33366		5627 CORE & MAIN LP	4,744.96					
	L674435	12/27/19 HYD EXT/TEE VLV WRENCH/CURB S	4,744.96			601 943 4943	240	1010
		Total for Vendor:	4,744.96					
		*** Claim from another period (12/19) ****						
33381		2187 FREERKSEN ENTERPRISES INC	779.55					
	316014	12/20/19 BRAKE REPAIR-TANKER #2	779.55			101 220 4220	400	1010
		Total for Vendor:	779.55					
		*** Claim from another period (12/19) ****						
33367		362 KWIK TRIP STORES	115.10					
		12/31/19 27.871 GAL B5ULS-F D	80.14			101 220 4220	212	1010
		12/31/19 15.774 GAL UNLD-F D	34.96			101 220 4220	212	1010
		Total for Vendor:	115.10					
		*** Claim from another period (12/19) ****						
33368		4919 PEOPLE'S ENERGY COOPERATIVE	70.18					
	2289800	01/06/20 ELEC SERV-CEMETERY 12/1-1/1	29.78			610 984 4984	380	1010
	2289800	01/06/20 STR LT-LETH SUBDIV 12/1-1/1	40.40			101 316 4316	380	1010
		Total for Vendor:	70.18					
		*** Claim from another period (12/19) ****						
33369		6093 UTILITY LOGIC	17.20					
	11998	12/20/19 BATTERY HOLDER	17.20			601 943 4943	220	1010
		Total for Vendor:	17.20					
		# of Claims	8	Total:				7,052.13

01/15/20
14:12:32

CITY OF KASSON
Claim Approval Signature Page
For the Accounting Period: 1/20

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Report ID: AP100A

CITY OF KASSON
401 5TH STREET SE
KASSON. MN 55944-2204

The claim batch dated _____ are approved for payment.

APPROVED *[Handwritten Signature]* Council Member
_____ Council Member

01/15/20
15:12:15

CITY OF KASSON
Claim Approval List
For the Accounting Period: 1/20
For Pay Date: 01/17/20

#3

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
*** Claim from another period (12/19) ****								
33394	E	34 CITY OF KASSON	33,524.23					
	12/26/19	CITY UTILITIES-C H	291.33			101 194 4194	380	1010
	12/26/19	CITY UTILITIES-C H-BI DIRECT	7.09			101 194 4194	380	1010
	12/26/19	CITY UTILITIES-P D	369.97			101 210 4210	380	1010
	12/26/19	CITY UTILITIES-STR LTS-LED	415.27			101 316 4316	380	1010
	12/26/19	CITY UTILITIES-STREET LTS	3.33			101 310 4310	380	1010
	12/26/19	CITY UTILITIES-F D	237.26			101 220 4220	380	1010
	12/26/19	CITY UTILITIES-MAIN STR LTS	808.32			101 316 4316	380	1010
	12/26/19	CITY UTILITIES-MANT AV STR LTS	247.13			101 316 4316	380	1010
	12/26/19	CITY UTILITIES-STREET LTS	4,460.39			101 316 4316	380	1010
	12/26/19	CITY UTILITIES-KAC-HIGH FLOW	79.69			101 514 4514	380	1010
	12/26/19	CITY UTILITIES-KAC-LOW FLOW	50.39			101 514 4514	380	1010
	12/26/19	CITY UTILITIES-KAC-BI-DIRECT	233.65			101 514 4514	380	1010
	12/26/19	CITY UTILITIES-N2 BALL PARK LT	61.68			101 517 4517	380	1010
	12/26/19	CITY UTILITIES-NO. PARK #3	77.76			101 517 4517	380	1010
	12/26/19	CITY UTILITIES-NO. PARK MAINT	128.76			101 522 4522	380	1010
	12/26/19	CITY UTILITIES-E SHELTER-VETS	52.08			101 522 4522	380	1010
	12/26/19	CITY UTILITIES-NO. PARK CONC S	29.74			101 517 4517	380	1010
	12/26/19	CITY UTILITIES-VETS PARK ATHL	22.66			101 517 4517	380	1010
	12/26/19	CITY UTILITIES-NE YOUTH BALL F	22.66			101 517 4517	380	1010
	12/26/19	CITY UTILITIES-W SHELTER-VETS	27.04			101 522 4522	380	1010
	12/26/19	CITY UTILITIES-NO. PARK #1	98.66			101 310 4310	380	1010
	12/26/19	CITY UTILITIES-WELL #4	1,182.14			601 941 4941	380	1010
	12/26/19	CITY UTILITIES-WELL #2	178.85			601 941 4941	380	1010
	12/26/19	CITY UTILITIES-WELL #3	76.02			601 941 4941	380	1010
	12/26/19	CITY UTILITIES-WELL #5	1,929.81			601 941 4941	380	1010
	12/26/19	CITY UTILITIES-8 AV WATER TOWE	319.17			601 941 4941	380	1010
	12/26/19	CITY UTILITIES-LITTLES LIFT ST	83.43			602 948 4948	380	1010
	12/26/19	CITY UTILITIES-LIQUOR STORE	754.91			609 979 4979	380	1010
	12/26/19	CITY UTILITIES-NO. PARK #4	23.23			101 522 4522	380	1010
	12/26/19	CITY UTILITIES-WWTP-WA/SE	6,264.48			602 947 4947	380	1010
	12/26/19	CITY UTILITIES-WWTP-ELECTRIC	6,659.98			602 947 4947	381	1010
	12/26/19	CITY UTILITIES-WWTP-BASEMENT	86.19			602 947 4947	380	1010
	12/26/19	CITY UTILITIES-WWTP-GARAGE	17.75			602 947 4947	380	1010
	12/26/19	CITY UTILITIES-NO. PARK #2	27.15			101 522 4522	380	1010
	12/26/19	CITY UTILITIES-OLD WATER TOWER	53.64			101 526 4526	430	1010

01/15/20
15:12:15

CITY OF KASSON
Claim Approval List
For the Accounting Period: 1/20
For Pay Date: 01/17/20

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Report ID: AP100V

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
	12/26/19	CITY UTILITIES-D C AMBULANCE S	130.53			101 417 4417	380	1010
	12/26/19	CITY UTILITIES-P.W.B. 1/2	570.17			101 310 4310	380	1010
	12/26/19	CITY UTILITIES-P.W.B. 1/2	570.17			604 957 4957	380	1010
	12/26/19	SALES TAX-P.W.B.-ELECTRIC	34.96			604 957 4957	380	1010
	12/26/19	SALES TAX-P.W.B.-ELECTRIC	-34.96			604 2025		1010
	12/26/19	D C TRANSIT TAX-P.W.B.-ELECTRI	2.54			604 957 4957	380	1010
	12/26/19	D C TRANSIT TAX-P.W.B.-ELECTRI	-2.54			604 2026		1010
	12/26/19	SALES TAX-P.W.B.-WATER	0.94			604 957 4957	380	1010
	12/26/19	SALES TAX-P.W.B.-WATER	-0.94			604 2025		1010
	12/26/19	D C TRANSIT TAX-P.W.B.-WA	0.06			604 957 4957	380	1010
	12/26/19	D C TRANSIT TAX-P.W.B.-WA	-0.06			604 2026		1010
	12/26/19	CITY UTILITIES-SOLAR BILLBOARD	35.95			604 956 4956	381	1010
	12/26/19	CITY UTILITIES-D C ICE ARENA	5,410.70			606 516 4516	380	1010
	12/26/19	CITY UTILITIES-ELECTRONIC SIGN	28.73			101 111 4111	430	1010
	12/26/19	CITY UTILITIES-PARK & RIDE LOT	71.28			101 316 4316	380	1010
	12/26/19	CITY UTILITIES-16 ST-E OF BRID	118.49			101 316 4316	380	1010
	12/26/19	CITY UTILITIES-16 ST-CENTER	179.40			101 316 4316	380	1010
	12/26/19	CITY UTILITIES-16 ST-W OF BRID	83.91			101 316 4316	380	1010
	12/26/19	CITY UTILITIES-LIBRARY	691.46			211 550 4550	380	1010
	12/26/19	CITY UTILITIES-102 15 ST NE-UP	72.05			101 1151		1010
	12/26/19	CITY UTILITIES-102 15 ST NE-BE	72.05			101 1151		1010
	12/26/19	CITY UTILITIES-LIONS PARK SHEL	35.68			101 522 4522	380	1010
	12/26/19	CITY UTILITIES-85 VETS MEM-VAC	72.05			101 522 4522	380	1010
		Total for Vendor:	33,524.23					
		*** Claim from another period (12/19) ****						
33391	E	5691 FURTHER-FSA	528.66					
	39282559	01/07/20 2019 FLEX REIMBURSEMENT	528.66			602 2177		1010
33392	E	5691 FURTHER-FSA	10.00					
	39293163	01/14/20 FLEX REIMBURSEMENT	10.00			101 2177		1010
		Total for Vendor:	538.66					
		*** Claim from another period (12/19) ****						
33393	E	3785 I.R.S.	111.80					
	12/31/19	4th QTR 2019-STD SS MATCH	90.61			101 310 4310	122	1010
	12/31/19	4th QTR 2019-STD MEDICARE MATC	21.19			101 310 4310	123	1010
		Total for Vendor:	111.80					

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Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
*** Claim from another period (12/19) ****								
33397	E	108 MN DEPARTMENT OF REVENUE	424.00					
		01/06/20 4TH QTR-ARENA SALES TAX	395.00			606 2025		1010
		01/06/20 4TH QTR-ARENA D C TRANS TAX	29.00			606 2026		1010
*** Claim from another period (12/19) ****								
33398	E	108 MN DEPARTMENT OF REVENUE	17,923.00					
		01/10/20 DEC.-UTILITIES SALES TAX	306.00			601 2025		1010
		01/10/20 DEC.-UTILITIES SALES TAX	16,282.00			604 2025		1010
		01/10/20 DEC.-UTILITIES SALES TAX ADJ	-6.00			604 2025		1010
		01/10/20 DEC.-SALES TAX PAYABLE	25.00			101 2025		1010
		01/10/20 DEC.-SALES TAX PAYABLE	6.00			211 2025		1010
		01/10/20 DEC.-SALES TAX PAYABLE	2.00			601 2025		1010
		01/10/20 DEC.-USE TAX PAYABLE	5.00			101 2025		1010
		01/10/20 DEC.-USE TAX PAYABLE	110.00			604 2025		1010
		01/10/20 DEC.-USE TAX PAYABLE	31.00			609 2025		1010
		01/10/20 DEC.-UTILITIES-D C TRANS TAX	21.00			601 2026		1010
		01/10/20 DEC.-UTILITIES-D C TRANS TAX	1,128.00			604 2026		1010
		01/10/20 DEC.-D C TRANS TAX PAYABLE	2.00			101 2026		1010
		01/10/20 DEC.-D C TRANS TAX PAYABLE	1.00			211 2026		1010
		01/10/20 DEC.-D C TRANS TAX-USE TAX	8.00			604 2026		1010
		01/10/20 DEC.-D C TRANS TAX-USE TAX	2.00			609 2026		1010
		Total for Vendor:	18,347.00					
*** Claim from another period (12/19) ****								
33395	E	320 MN DEPT OF LABOR & INDUSTRY	1,148.59					
		12/31/19 4th QTR '19-SURCHARGE REPORT	1,148.59			101 2080		1010
		Total for Vendor:	1,148.59					
*** Claim from another period (12/19) ****								
33396	E	973 MN DEPT OF REVENUE	14,169.00					
		01/07/20 DEC. LIQUOR STORE SALES TAX	13,448.00			609 2025		1010
		01/07/20 DEC. LIQUOR STORE D C TRANSIT	721.00			609 2026		1010
		Total for Vendor:	14,169.00					
*** Claim from another period (12/19) ****								
33399		5887 SPARKS, ROGER	103.78					
		REPLACES CHECK 58105. (RETURNED DUE TO INCORRECT ADDRESS. CHECK IS NOW OVER 90 DAYS OLD.)						
		1377-09 05/28/19 RL MTR DEP REFUND AFT APPL TO	103.78			604 2212		1010
		Total for Vendor:	103.78					

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Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
33401		6095 TRAIL CREEK COFFEE ROASTERS	362.50					
	01/07/20	BUSINESS FACADE IMPROVEMENT	362.50			290 650 4650	430	1010
		Total for Vendor:	362.50					
		# of Claims	10	Total:				68,305.56
		Total Electronic Claims						67,839.28
		Total Non-Electronic Claims						466.28

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CITY OF KASSON
Claim from Another Period Cancelled in this Period
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Claim	Vendor #/Name/	Document \$/	Disc \$					Cash
Check	Invoice #/Inv Date/Description	Line \$		PO #	Fund Org Acct	Object Proj	Account	
*** Cancelled in 1/20 **** *** Claim from another period (7/19) ****								
31759	5887 SPARKS, ROGER	103.78						
	1377-09 05/28/19 RL MTR DEP REFUND AFT APPL TO	103.78			604	2212		1010
	# of Claims	1	Total:					103.78

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CITY OF KASSON
Fund Summary for Claims
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Fund/Account	Amount
101 General Fund	
1010 CASH-OPERATING	\$10,565.61
211 Library Fund	
1010 CASH-OPERATING	\$698.46
290 Economic Development	
1010 CASH-OPERATING	\$362.50
601 Water Fund	
1010 CASH-OPERATING	\$4,014.99
602 Sewer Fund	
1010 CASH-OPERATING	\$13,640.49
604 Electric Fund	
1010 CASH-OPERATING	\$18,128.12
606 ICE ARENA	
1010 CASH-OPERATING	\$5,834.70
609 Liquor Fund	
1010 CASH-OPERATING	\$14,956.91
Total:	\$68,201.78

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Claim Approval Signature Page
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CITY OF KASSON
401 5TH STREET SE
KASSON, MN 55944-2204

The claim batch dated _____ are approved for payment.

APPROVED _____ Council Member
_____ Council Member

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Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
33411		5664 AMARIL UNIFORM COMPANY	231.62					
	IV162070	01/15/20 WHEELER-3 FR UNIFORM PANTS	231.62			604 957 4957	214	1010
		Total for Vendor:	231.62					
33330		6091 AT-SCENE LLC	2,600.00					
	1029	01/01/20 13 iCRIME FIGHTER ENTERPRISE	2,600.00*			101 210 4210	444	1010
		Total for Vendor:	2,600.00					
33375		203 BAKER & TAYLOR INC	72.24					
	2035028382	01/03/20 BOOK	15.93			211 550 4550	218	1010
	2035035364	01/06/20 BOOKS	56.31			211 550 4550	218	1010
		Total for Vendor:	72.24					
33387		6094 BDF PROPERTIES	10.67					
	0471-15	01/14/20 REFUND OVERPAYMENT ON ACCT	10.67			604 2212		1010
		Total for Vendor:	10.67					
33331		1012 BELLBOY CORPORATION	627.37					
	82262700	01/02/20 LIQUOR	175.50			609 975 4975	251	1010
	82262700	01/02/20 FREIGHT	4.00			609 975 4975	335	1010
	0100698000	01/02/20 BAGS	37.17			609 975 4975	210	1010
	0100698000	01/02/20 SALES TAX	2.55			609 975 4975	210	1010
	0100698000	01/02/20 SALES TAX	-2.55			609	2025	1010
	0100698000	01/02/20 D C TRANSIT TAX	0.18			609 975 4975	210	1010
	0100698000	01/02/20 D C TRANSIT TAX	-0.18			609	2026	1010
	82341900	01/09/20 LIQUOR	363.00			609 975 4975	251	1010
	82341900	01/09/20 FREIGHT	4.00			609 975 4975	335	1010
	0100726100	01/09/20 MARG. SALT	21.00			609 975 4975	259	1010
	0100726100	01/09/20 BAGS	22.70			609 975 4975	210	1010
	0100726100	01/09/20 SALES TAX	1.56			609 975 4975	210	1010
	0100726100	01/09/20 SALES TAX	-1.56			609	2025	1010
	0100726100	01/09/20 D C TRANSIT TAX	0.11			609 975 4975	210	1010
	0100726100	01/09/20 D C TRANSIT TAX	-0.11			609	2026	1010
		Total for Vendor:	627.37					

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Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
*** Claim from another period (12/19) ****								
33332		5239 BREAKTHRU BEVERAGE MN WINE &	1,150.01					
	1081080643	12/31/19 LIQUOR	611.35			609 975 4975	251	1010
	1081080643	12/31/19 WINE	472.00			609 975 4975	251	1010
	1081080643	12/31/19 MIXES	44.00			609 975 4975	254	1010
	1081080643	12/31/19 FREIGHT	22.66			609 975 4975	335	1010
33428		5239 BREAKTHRU BEVERAGE MN WINE &	2,952.01					
	1081083761	01/08/20 LIQUOR	2,524.91			609 975 4975	251	1010
	1081083761	01/08/20 WINE	342.70			609 975 4975	251	1010
	1081083761	01/08/20 MIXES	40.00			609 975 4975	254	1010
	1081083761	01/08/20 FREIGHT	44.40			609 975 4975	335	1010
		Total for Vendor:	4,102.02					
33403		5020 BREMER BANK	110,392.00					
	01/15/20	2014A G.O. EQUIP.-PRIN	104,000.00*			386 710 4710	601	1010
	01/15/20	2014A G.O. EQUIP.-INT	6,392.00*			386 710 4710	611	1010
		Total for Vendor:	110,392.00					
*** Claim from another period (12/19) ****								
33417		5098 CARDMEMBER SERVICE	486.86					
	12/02/19	CANON LASER PRINTER	122.41			101 210 4210	210	1010
	12/02/19	CANON TONER CARTRIDGE	84.34			101 210 4210	210	1010
	12/10/19	DVD+R/ DVD CASE	77.57			101 210 4210	210	1010
	12/12/19	STAMPS.COM	100.00			101 210 4210	210	1010
	12/21/19	USPCA REG 18 MEMBERSHIP	50.00			101 210 4210	334	1010
	12/13/19	MEMO BOOKS	14.95			101 210 4210	210	1010
	12/24/19	STAMPS.COM	17.99			101 210 4210	210	1010
	12/27/19	PCH-INTELIUS SUBSCRIPTION	9.95			101 210 4210	210	1010
	12/30/19	WALL POCKET	9.65			101 210 4210	210	1010
		Total for Vendor:	486.86					
33376		2416 CENTER POINT LARGE PRINT	532.08					
	1754122	01/02/20 LARGE PRINT BOOKS	532.08			211 550 4550	218	1010
		Total for Vendor:	532.08					

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Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
*** Claim from another period (12/19) ****								
33333		2410 CENTRAL MN MUNICIPAL POWER AGE	200,088.40					
	6739	12/31/19 CMPA DUES-DECEMBER	1,500.00			604 959 4959	334	1010
	6739	12/31/19 FEES FOR SERVICES	1,698.16			604 959 4959	430	1010
	6739	12/31/19 PURCH'D POWER	159,082.99			604 956 4956	381	1010
	6739	12/31/19 PURCH'D POWER-TRANSMISSION	35,840.85			604 956 4956	381	1010
	6739	12/31/19 CAPACITY PURCHASED-DECEMBER	658.10			604 956 4956	381	1010
	6739	12/31/19 CIP MONTHLY ASSMNT-DECEMBER	1,308.30			604 959 4959	429	1010
		Total for Vendor:	200,088.40					
33335		5667 CINTAS	226.22					
	4038927133	01/02/20 MATS-L.S.	113.11			609 979 4979	410	1010
	4040206978	01/16/20 MATS-L.S.	113.11			609 979 4979	410	1010
		Total for Vendor:	226.22					
*** Claim from another period (12/19) ****								
33334		4238 CINTAS CORP	39.89					
	8404445100	12/27/19 RESTOCK 1st AID KITS	7.98			101 920 4920	433	1010
	8404445100	12/27/19 RESTOCK 1st AID KITS	7.98			601 943 4943	433	1010
	8404445100	12/27/19 RESTOCK 1st AID KITS	7.98			602 948 4948	433	1010
	8404445100	12/27/19 RESTOCK 1st AID KITS	7.97			604 957 4957	433	1010
	8404445100	12/27/19 RESTOCK 1st AID KITS	7.98			605 963 4963	433	1010
		Total for Vendor:	39.89					
33336		3909 CMI INC	214.56					
	8029968	12/30/19 CYL, EGS	214.56			101 210 4210	210	1010
		Total for Vendor:	214.56					
*** Claim from another period (12/19) ****								
33337		30 CMS OF ROCHESTER	3,505.98					
	19-1203	12/31/19 cr-DUPL-KA BLDG INSPECT FEES	-28.03			101 240 4240	444	1010
	19-1215	12/31/19 KA BLDG-MILEAGE	216.34			101 240 4240	331	1010
	19-1215	12/31/19 KA BLDG- INSPECTION FEES	3,317.67			101 240 4240	444	1010
		Total for Vendor:	3,505.98					
33419		953 DISCOUNT PAPER PRODUCTS	79.81					
	276837	01/09/20 50 ROLLS-RECEIPT PAPER	79.81			609 975 4975	210	1010
	276837	01/09/20 SALES TAX	5.48			609 975 4975	210	1010
	276837	01/09/20 SALES TAX	-5.48			609 2025		1010

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Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
	276837	01/09/20 D C TRANSIT TAX	0.39			609 975 4975	210	1010
	276837	01/09/20 D C TRANSIT TAX	-0.39			609 2026		1010
		Total for Vendor:	79.81					
		*** Claim from another period (12/19) ****						
33338		232 DODGE COUNTY HIGHWAY DEPT	1,604.80					
	183	12/31/19 SALT & SAND	1,604.80			101 312 4312	220	1010
		Total for Vendor:	1,604.80					
33388		5156 DODGE COUNTY INDEPENDENT/DODGE	187.00					
	8992	01/02/20 PC HEARING NOTICE	187.00			101 191 4191	351	1010
		Total for Vendor:	187.00					
		*** Claim from another period (12/19) ****						
33339		17 EDGAR TRUCKING	462.70					
	25325	12/04/19 FREIGHT	170.37			609 975 4975	335	1010
	25340	12/11/19 FREIGHT	171.12			609 975 4975	335	1010
	25358	12/18/19 FREIGHT	121.21			609 975 4975	335	1010
		Total for Vendor:	462.70					
		*** Claim from another period (12/19) ****						
33420		2094 EMBLEM ENTERPRISES INC	394.37					
	777067	12/26/19 200 POLICE PATCHES	394.37			101 210 4210	214	1010
		Total for Vendor:	394.37					
33404		5813 ENTERPRISE FM TRUST	4,453.16					
	FBN3868385	01/04/20 MAINT CARDS-P D	45.00			101 210 4210	430	1010
	FBN3868385	01/04/20 MAINT CARDS-F D	15.00			101 220 4220	430	1010
	FBN3868385	01/04/20 MAINT CARDS-STREETS	12.50			101 310 4310	430	1010
	FBN3868385	01/04/20 MAINT CARDS-PARKS	10.00			101 522 4522	430	1010
	FBN3868385	01/04/20 MAINT CARDS-WATER	12.50			601 944 4944	430	1010
	FBN3868385	01/04/20 MAINT CARDS-WW	7.50			602 949 4949	430	1010
	FBN3868385	01/04/20 MAINT CARDS-ELECTRIC	15.00			604 959 4959	430	1010
	FBN3868385	01/04/20 MAINT CARDS-STORM	7.50			605 964 4964	430	1010
	FBN3868385	01/04/20 LEASES-P D	1,876.65*			101 680 4210	550	1010
	FBN3868385	01/04/20 LEASES-P D	304.24*			101 680 4210	611	1010
	FBN3868385	01/04/20 LEASES-STREETS	283.90*			101 680 4310	550	1010
	FBN3868385	01/04/20 LEASES-STREETS	36.14*			101 680 4310	611	1010
	FBN3868385	01/04/20 LEASES-PARKS	416.26			101 680 4522	550	1010
	FBN3868385	01/04/20 LEASES-PARKS	71.86*			101 680 4522	611	1010

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Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
	FBN3868385	01/04/20 LEASES-WATER	160.92			601 2231		1010
	FBN3868385	01/04/20 LEASES-WATER	20.50			601 710 4710	611	1010
	FBN3868385	01/04/20 LEASES-WW	160.93			602 2231		1010
	FBN3868385	01/04/20 LEASES-WW	20.49			602 710 4710	611	1010
	FBN3868385	01/04/20 LEASES-WATER	208.16			601 2231		1010
	FBN3868385	01/04/20 LEASES-WATER	35.92			601 710 4710	611	1010
	FBN3868385	01/04/20 LEASES-WW	208.16			602 2231		1010
	FBN3868385	01/04/20 LEASES-WW	35.91			602 710 4710	611	1010
	FBN3868385	01/04/20 LEASES-ELECTRIC	416.26			604 2231		1010
	FBN3868385	01/04/20 LEASES-ELECTRIC	71.86			604 710 4710	611	1010
		Total for Vendor:	4,453.16					
33421		21 ERDMAN'S SUPERMARKETS INC	509.91					
	01/12/20	SUPPLIES-FESTIVAL BREAKFAST	544.41*			877 100 4000	430	1010
	01/15/20	cr-RETURN-SUPPLIES-FESTIVAL BR	-34.50*			877 100 4000	430	1010
		Total for Vendor:	509.91					
		*** Claim from another period (12/19) ****						
33340		3766 FIRST HORIZON BANK	24.00					
	5005260	12/25/19 SAFEKEEPING FEES	18.00			391 650 4650	430	1010
	5005260	12/25/19 SAFEKEEPING FEES	6.00			604 959 4959	430	1010
		Total for Vendor:	24.00					
		*** Claim from another period (12/19) ****						
33341		5242 GOPHER STATE ONE CALL	28.35					
	9121064	12/31/19 21 LOCATES-DECEMBER	28.35			604 957 4957	437	1010
		Total for Vendor:	28.35					
33377		77 HAWKINS INC	4,852.57					
	4640449	01/02/20 CHLORINE/LPC-5	4,852.57			601 943 4943	210	1010
		Total for Vendor:	4,852.57					
33342		6090 HILEY PAINTING INC	750.00					
	1713	01/07/20 PAINT CH-ADMIN OFFICE/SM CONF	750.00			101 194 4194	400	1010
		Total for Vendor:	750.00					

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33343		5036 HOHENSTEINS INC	157.50					
	183746	01/02/20 BEER	157.50			609 975 4975	252	1010
		Total for Vendor:	157.50					
		*** Claim from another period (12/19) ****						
33371		2462 HOISINGTON KOEGLER GROUP INC	6,757.50					
	019-041-4	01/10/20 CONSULTING-P&Z	3,225.00			101 140 4140	440	1010
	018-060-13	01/10/20 ORDINANCE UPDATE	3,532.50			101 191 4191	440	1010
		Total for Vendor:	6,757.50					
33344		6092 INTO THE SUNSET MEMORIAL RIDE	100.00					
	01/06/20	LIQ. STORE SPONSORSHIP	100.00			609 976 4976	343	1010
		Total for Vendor:	100.00					
33345		25 JOHNSON BROTHERS LIQUOR CO	8,159.58					
	1471711	01/02/20 LIQUOR	239.90			609 975 4975	251	1010
	1471711	01/02/20 FREIGHT	3.38			609 975 4975	335	1010
	1471712	01/02/20 WINE	297.95			609 975 4975	251	1010
	1471712	01/02/20 FREIGHT	8.45			609 975 4975	335	1010
	1471713	01/02/20 LIQUOR	171.00			609 975 4975	251	1010
	1471713	01/02/20 FREIGHT	1.69			609 975 4975	335	1010
	1471714	01/02/20 WINE	400.40			609 975 4975	251	1010
	1471714	01/02/20 FREIGHT	11.83			609 975 4975	335	1010
	1475496	01/07/20 LIQUOR	4,392.18			609 975 4975	251	1010
	1475497	01/07/20 WINE	2,564.15			609 975 4975	251	1010
	1475498	01/07/20 MIXES	94.00			609 975 4975	254	1010
	586078	01/08/20 FREIGHT CREDIT	-3.38			609 975 4975	335	1010
	586079	01/08/20 FREIGHT CREDIT	-8.45			609 975 4975	335	1010
	586080	01/08/20 FREIGHT CREDIT	-1.69			609 975 4975	335	1010
	586081	01/08/20 FREIGHT CREDIT	-11.83			609 975 4975	335	1010
		Total for Vendor:	8,159.58					
33346		3454 KASSON CAR CARE	708.36					
	20565	01/02/20 MT/BAL 4 TIRES/ TIRE REPAIR	70.00			601 943 4943	400	1010
	20564	01/02/20 MT/BAL 4 TIRES	60.00			101 522 4522	400	1010
	20564	01/02/20 TIRE PURCHASE	578.36			101 522 4522	220	1010
		Total for Vendor:	708.36					

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33422		43 KASSON CHAMBER OF COMMERCE	50.00					
	299 01/16/20	2020 LIBRARY MEMBERSHIP	50.00			211 550 4550	334	1010
		Total for Vendor:	50.00					
		*** Claim from another period (12/19) ****						
33347		35 KASSON HARDWARE HANK	936.26					
	12/31/19	R&M SUPPLIES-ICE/SNOW	80.12			101 312 4312	220	1010
	12/31/19	R&M SUPPLIES-STREETS	3.98			101 310 4310	220	1010
	12/31/19	SMALL TOOLS-STREETS	11.99			101 310 4310	240	1010
	12/31/19	OPER SUPPLIES-P D	12.98			101 210 4210	210	1010
	12/31/19	R&M SUPPLIES-PARKS	27.98			101 522 4522	220	1010
	12/31/19	R&M SUPPLIES-LIBRARY	6.68			211 550 4550	220	1010
	12/31/19	SHIPPING-ELECTRIC	19.20			604 957 4957	430	1010
	12/31/19	SMALL TOOLS-WATER	129.99			601 943 4943	240	1010
	12/31/19	R&M SUPPLIES-ELECTRIC	24.97			604 957 4957	220	1010
	12/31/19	SALES TAX	1.71			604 957 4957	220	1010
	12/31/19	SALES TAX	-1.71			604	2025	1010
	12/31/19	D C TRANSIT TAX	0.12			604 957 4957	220	1010
	12/31/19	D C TRANSIT TAX	-0.12			604	2026	1010
	12/31/19	OPER SUPPLIES-L.S.	40.41			609 978 4978	210	1010
	12/31/19	SALES TAX	2.77			609 978 4978	210	1010
	12/31/19	SALES TAX	-2.77			609	2025	1010
	12/31/19	D C TRANSIT TAX	0.20			609 978 4978	210	1010
	12/31/19	D C TRANSIT TAX	-0.20			609	2026	1010
	12/31/19	C H SUPPLIES	37.98			101 140 4140	220	1010
	12/31/19	R&M SUPPLIES-WWTP OPER	245.74			602 947 4947	220	1010
	12/31/19	SMALL TOOLS-WWTP OPER	178.39			602 947 4947	240	1010
	12/31/19	R&M SUPPLIES-STORM WATER	55.97			605 963 4963	220	1010
	12/31/19	R&M SUPPLIES-ARENA	54.89			606 516 4516	220	1010
	12/31/19	SMALL TOOLS-WWTP	4.99			602 948 4948	240	1010
		Total for Vendor:	936.26					
33348		5673 KM ACTIVITIES	100.00					
	01/01/20	L.S. DONATION-ROBOTICS TEAM	100.00			609 976 4976	343	1010
		Total for Vendor:	100.00					

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33389		157 LEAGUE OF MINNESOTA CITIES	550.00					
	314074	01/13/20 ZELINSKE-ELECT LEADERS-ADV TRA	275.00			101 111 4111	333	1010
	314270	01/14/20 BURTON-ELECT LEADERS-ADV TRAIN	275.00			101 111 4111	333	1010
		Total for Vendor:	550.00					
33372		2689 LOCATORS & SUPPLIES INC	102.00					
	0281714-IN	01/07/20 RED MARKING PAINT	102.00			604 957 4957	220	1010
	0281714-IN	01/07/20 SALES TAX	7.01			604 957 4957	220	1010
	0281714-IN	01/07/20 SALES TAX	-7.01			604 2025		1010
	0281714-IN	01/07/20 D C TRANSIT TAX	0.51			604 957 4957	220	1010
	0281714-IN	01/07/20 D C TRANSIT TAX	-0.51			604 2026		1010
		Total for Vendor:	102.00					
33382		2677 MINER'S OUTDOOR & REC.	76.28					
	162320	01/10/20 16" BAR/ CHAIN	76.28			101 524 4524	430	1010
		Total for Vendor:	76.28					
		*** Claim from another period (12/19) ****						
33405		55 MN ENERGY RESOURCES CORP	3,185.86					
	01/10/20	NAT GAS-D C ICE ARENA	3,185.86			606 516 4516	380	1010
		Total for Vendor:	3,185.86					
33406		6096 MURZA CONSTRUCTION	100.00					
	KA20-02	01/15/20 REFUND BP FEES-WITH 19-573	99.00			101 240 3220		1010
	KA20-02	01/15/20 REFUND BP FEES-WITH 19-573	1.00			101 2080		1010
		Total for Vendor:	100.00					
		*** Claim from another period (12/19) ****						
33352		5881 NAPA AUTO PARTS	758.02					
	362335	11/21/19 STEERING GEAR/CORE DEPOSIT	404.99			101 522 4522	220	1010
	362455	11/22/19 cr-CORE DEPOSIT	-170.00			101 522 4522	220	1010
	363215	12/02/19 U BOLTS	121.52			101 312 4312	220	1010
	363216	12/02/19 CUP BRUSH	9.12			101 312 4312	220	1010
	363221	12/02/19 OIL FILTER/OIL	28.70			101 210 4210	220	1010
	363283	12/03/19 OIL FILTER/OIL	18.57			602 947 4947	220	1010
	363374	12/04/19 CORE DEPOSIT	170.00			101 522 4522	220	1010
	363375	12/04/19 cr-PART RETURN	-196.69			101 522 4522	220	1010
	363375	12/04/19 cr-CORE DEPOSIT	-222.20			101 522 4522	220	1010

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	363494	12/05/19 TIRE REPAIR KIT	56.85			101 312 4312	220	1010
	363564	12/06/19 BRAKE PADS/BRAKE ROTOR	137.29			101 210 4210	220	1010
	363565	12/06/19 4X25 COIL 4 MNPT	24.61			101 312 4312	220	1010
	363566	12/06/19 AIR, OIL FILTER	61.24			604 957 4957	220	1010
	363566	12/06/19 SALES TAX	4.21			604 957 4957	220	1010
	363566	12/06/19 SALES TAX	-4.21			604	2025	1010
	363566	12/06/19 D C TRANSIT TAX	0.30			604 957 4957	220	1010
	363566	12/06/19 D C TRANSIT TAX	-0.30			604	2026	1010
	363567	12/06/19 COUPLER/ADAPTER	6.10			101 312 4312	220	1010
	363872	12/10/19 BRAKE ROTOR/PADS/OIL FILT/OIL	246.64			101 210 4210	220	1010
	364352	12/16/19 CUT-OFF WHEEL	37.95			101 310 4310	240	1010
	364982	12/26/19 SAND PAD	7.90			604 957 4957	220	1010
	364982	12/26/19 SALES TAX	0.54			604 957 4957	220	1010
	364982	12/26/19 SALES TAX	-0.54			604	2025	1010
	364982	12/26/19 D C TRANSIT TAX	0.03			604 957 4957	220	1010
	364982	12/26/19 D C TRANSIT TAX	-0.03			604	2026	1010
	365324	12/30/19 EXACTFIT-BEAM WIPER	15.43			101 210 4210	220	1010
		Total for Vendor:	758.02					
33413		2622 NESS, MIKE	25.00					
	01/01/20	NESS-UNIFORM LEGGINGS	25.00			101 310 4310	214	1010
		Total for Vendor:	25.00					
33349		60 NORTHERN BEVERAGE DIST. CO. LL	5,397.87					
	594489	01/03/20 BEER	3,728.60			609 975 4975	252	1010
	594489	01/03/20 FREIGHT	2.00			609 975 4975	335	1010
	596877	01/09/20 BEER	1,665.27			609 975 4975	252	1010
	596877	01/09/20 FREIGHT	2.00			609 975 4975	335	1010
		Total for Vendor:	5,397.87					
33407		2678 NORTHLAND TRUST SERVICES INC	1347,315.00					
	KASS11A	12/11/19 2011A GO REFUNDING-PRINCIPAL	80,000.00			601 710 4710	601	1010
	KASS11A	12/11/19 2011A GO REFUNDING-INT	2,160.00			601 710 4710	611	1010
	KASS11A	12/11/19 2011A GO REFUNDING-PAY AGT FE	495.00*			601 710 4710	620	1010
	KASS12A	12/11/19 2012A GO STREET UTIL-PRINCIPA	68,530.00*			382 710 4710	601	1010
	KASS12A	12/11/19 2012A GO STREET UTIL-INT	2,564.98*			382 710 4710	611	1010
	KASS12A	12/11/19 2012A GO STREET UTIL-PRINCIPA	27,874.00*			605 710 4710	601	1010

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		KASS12A 12/11/19 2012A GO STREET UTIL-INT	1,043.28			605 710 4710	611	1010
		KASS12A 12/11/19 2012A GO STREET UTIL-PRINCIPA	38,598.00			601 710 4710	601	1010
		KASS12A 12/11/19 2012A GO STREET UTIL-INT	1,444.67			601 710 4710	611	1010
		KASS12A 12/11/19 2012A GO STREET UTIL-PRINCIPA	4,998.00			602 710 4710	601	1010
		KASS12A 12/11/19 2012A GO STREET UTIL-INT	187.07			602 710 4710	611	1010
		KASS13A 12/11/19 2013A GO AQ CTR-PRINCIPAL	180,000.00*			385 710 4710	601	1010
		KASS13A 12/11/19 2013A GO AQ CTR-INT	20,225.00*			385 710 4710	611	1010
		KASS13A 12/11/19 2013A GO AQ CTR-PAY AGT FEE	495.00*			385 710 4710	620	1010
		KASS14B 12/11/19 2014B GO TIF-PRINCIPAL	35,000.00*			391 710 4710	601	1010
		KASS14B 12/11/19 2014B GO TIF-INT	36,437.50*			391 710 4710	611	1010
		KASS14C 12/11/19 2014C GO IMPROV-PRINCIPAL	25,000.00*			389 710 4710	601	1010
		KASS14C 12/11/19 2014C GO IMPROV-INT	4,925.00*			389 710 4710	611	1010
		KASS15A 12/11/19 2015A GO REFUNDING-PRINCIPAL	138,495.38*			392 710 4710	601	1010
		KASS15A 12/11/19 2015A GO REFUNDING-INT	10,289.77*			392 710 4710	611	1010
		KASS15A 12/11/19 2015A GO REFUNDING-PRINCIPAL	58,140.38			601 710 4710	601	1010
		KASS15A 12/11/19 2015A GO REFUNDING-INT	4,319.65			601 710 4710	611	1010
		KASS15A 12/11/19 2015A GO REFUNDING-PRINCIPAL	55,586.33			602 710 4710	601	1010
		KASS15A 12/11/19 2015A GO REFUNDING-INT	4,129.89			602 710 4710	611	1010
		KASS15A 12/11/19 2015A GO REFUNDING-PRINCIPAL	45,190.84			604 710 4710	601	1010
		KASS15A 12/11/19 2015A GO REFUNDING-INT	3,357.54			604 710 4710	611	1010
		KASS15A 12/11/19 2015A GO REFUNDING-PRINCIPAL	22,587.07*			605 710 4710	601	1010
		KASS15A 12/11/19 2015A GO REFUNDING-INT	1,678.15			605 710 4710	611	1010
		KASS17A 12/11/19 2017A GO IMPROV & UTIL-PRIN	222,000.00*			393 710 4710	601	1010
		KASS17A 12/11/19 2017A GO IMPROV & UTIL-INT	40,827.18*			393 710 4710	611	1010
		KASS17A 12/11/19 2017A GO IMPROV & UTIL-PRIN	68,400.00			601 710 4710	601	1010
		KASS17A 12/11/19 2017A GO IMPROV & UTIL-INT	12,579.19			601 710 4710	611	1010
		KASS17A 12/11/19 2017A GO IMPROV & UTIL-PRIN	44,800.00			602 710 4710	601	1010
		KASS17A 12/11/19 2017A GO IMPROV & UTIL-INT	8,239.00			602 710 4710	611	1010
		KASS17A 12/11/19 2017A GO IMPROV & UTIL-PRIN	64,800.00*			605 710 4710	601	1010
		KASS17A 12/11/19 2017A GO IMPROV & UTIL-INT	11,917.13			605 710 4710	611	1010
		Total for Vendor:	1347,315.00					
33383		2380 OLSON TREE SERVICES INC	5,480.00					
	1866 01/06/20	REMOVE 5 TREES-CEMETERY	5,480.00			610 984 4984	444	1010
		Total for Vendor:	5,480.00					

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33350		23 PHILLIPS WINE & SPIRITS	4,573.63					
	2682618	01/03/20 LIQUOR	705.80			609 975 4975	251	1010
	2682618	01/03/20 FREIGHT	14.00			609 975 4975	335	1010
	353579	01/08/20 LIQUOR CREDIT	-218.49			609 975 4975	251	1010
	353182	12/31/19 WINE CREDIT	-29.00			609 975 4975	251	1010
	353182	12/31/19 LIQUOR CREDIT	-9.05			609 975 4975	251	1010
	2684796	01/07/20 LIQUOR	3,098.52			609 975 4975	251	1010
	2684797	01/07/20 WINE	1,011.85			609 975 4975	251	1010
		Total for Vendor:	4,573.63					
33414		3672 POWER MONITORS INC	60.90					
	I0033276	01/14/20 BATTERY REPAIR-BAL. DUE	60.90			604 957 4957	400	1010
		Total for Vendor:	60.90					
		*** Claim from another period (12/19) ****						
33353		741 RIVERLAND COMMUNITY COLLEGE	9,015.00					
	595261	12/02/19 SKOGERBO-FFI, FFII & HAZ	1,287.84			101 220 4220	330	1010
	595261	12/02/19 M PECK-FFI, FFII & HAZ	1,287.86			101 220 4220	330	1010
	595261	12/02/19 MICKOW-FFI, FFII & HAZ	1,287.86			101 220 4220	330	1010
	595261	12/02/19 LEE-FFI, FFII & HAZ	1,287.86			101 220 4220	330	1010
	595261	12/02/19 JENSEN-FFI, FFII & HAZ	1,287.86			101 220 4220	330	1010
	595261	12/02/19 JACOBSON-FFI, FFII & HAZ	1,287.86			101 220 4220	330	1010
	595261	12/02/19 HALVERSON-FFI, FFII & HAZ	1,287.86			101 220 4220	330	1010
		Total for Vendor:	9,015.00					
33354		63 SCHOTT DIST CO INC	10,803.45					
	378538	01/02/20 BEER	4,895.90			609 975 4975	252	1010
	378538	01/02/20 NA BEVERAGE	68.00			609 975 4975	254	1010
	379288	01/09/20 BEER	5,811.55			609 975 4975	252	1010
	379288	01/09/20 NA BEVERAGE	28.00			609 975 4975	254	1010
		Total for Vendor:	10,803.45					
33355		64 SELCO	1,449.34					
	047256	01/02/20 JAN. AUTOMATION & PC SUPPORT	1,449.34			211 550 4550	309	1010
		Total for Vendor:	1,449.34					

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33423		3850 SOUTHERN GLAZER'S OF MN	2,216.21					
	54130	01/08/20 LIQUOR CREDIT	-19.44			609 975 4975	251	1010
	1910701	01/08/20 LIQUOR	2,024.27			609 975 4975	251	1010
	1910701	01/08/20 WINE	188.00			609 975 4975	251	1010
	1910701	01/08/20 FREIGHT	23.38			609 975 4975	335	1010
		Total for Vendor:	2,216.21					
33408		3571 STATE INDUSTRIAL PRODUCTS CORP.	660.36					
	901329254	01/10/20 D-STROY/RESIDUE REMOV/MAGIC	660.36			606 516 4516	220	1010
		Total for Vendor:	660.36					
		*** Claim from another period (12/19) ****						
33356		153 STUSSY CONSTRUCTION INC	100.36					
	45229	12/31/19 3/4" ROAD ROCK-16 ST NE	100.36			101 312 4312	220	1010
		Total for Vendor:	100.36					
		*** Claim from another period (12/19) ****						
33424		3389 T & K TOWING SERVICE LLC	325.00					
	2616	12/15/19 TOW VEH TO IMPD 19-5430	200.00			101 210 4210	430	1010
	2987	12/20/19 TOW VEH TO IMPD 19-5497	125.00			101 210 4210	430	1010
		Total for Vendor:	325.00					
		*** Claim from another period (12/19) ****						
33362		498 TEIGEN PAPER & SUPPLY INC	363.92					
	363743	11/18/19 ANTIBACT. SOAP	60.36			606 516 4516	210	1010
	364096	11/25/19 ROLL TOWELS/BWL CLNR/CLNRS	20.94			101 310 4310	220	1010
	364096	11/25/19 ROLL TOWELS/BWL CLNR/CLNRS	20.94			101 312 4312	220	1010
	364096	11/25/19 ROLL TOWELS/BWL CLNR/CLNRS	20.94			101 517 4517	220	1010
	364096	11/25/19 ROLL TOWELS/BWL CLNR/CLNRS	20.95			601 943 4943	220	1010
	364096	11/25/19 ROLL TOWELS/BWL CLNR/CLNRS	20.95			602 948 4948	220	1010
	364096	11/25/19 ROLL TOWELS/BWL CLNR/CLNRS	20.95			604 957 4957	220	1010
	364096	11/25/19 ROLL TOWELS/BWL CLNR/CLNRS	20.95			605 963 4963	220	1010
	364096	11/25/19 SALES TAX	1.44			604 957 4957	220	1010
	364096	11/25/19 SALES TAX	-1.44			604	2025	1010
	364096	11/25/19 D C TRANSIT TAX	0.10			604 957 4957	220	1010
	364096	11/25/19 D C TRANSIT TAX	-0.10			604	2026	1010
	365481	12/30/19 WYPALL	22.42			101 310 4310	220	1010
	365481	12/30/19 WYPALL	22.42			101 312 4312	220	1010
	365481	12/30/19 WYPALL	22.42			101 517 4517	220	1010

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CITY OF KASSON
Claim Approval List
For the Accounting Period: 1/20
For Pay Date: 01/23/20

For Pay Date = 01/23/20
* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
	365481	12/30/19 WYPALL	22.42			601 943 4943	220	1010
	365481	12/30/19 WYPALL	22.42			602 948 4948	220	1010
	365481	12/30/19 WYPALL	22.42			604 957 4957	220	1010
	365481	12/30/19 WYPALL	22.42			605 963 4963	220	1010
	365481	12/30/19 SALES TAX	1.54			604 957 4957	220	1010
	365481	12/30/19 SALES TAX	-1.54			604	2025	1010
	365481	12/30/19 D C TRANSIT TAX	0.11			604 957 4957	220	1010
	365481	12/30/19 D C TRANSIT TAX	-0.11			604	2026	1010
33363		498 TEIGEN PAPER & SUPPLY INC	249.56					
	365735	01/06/20 NITRILE GLOVES	11.65			211 550 4550	210	1010
	366131	01/08/20 FOLD TOWELS	4.11			101 310 4310	210	1010
	366131	01/08/20 FOLD TOWELS	4.11			101 312 4312	210	1010
	366131	01/08/20 FOLD TOWELS	4.11			101 517 4517	210	1010
	366131	01/08/20 FOLD TOWELS	4.11			601 943 4943	210	1010
	366131	01/08/20 FOLD TOWELS	4.11			602 948 4948	210	1010
	366131	01/08/20 FOLD TOWELS	4.11			604 957 4957	210	1010
	366131	01/08/20 FOLD TOWELS	4.12			605 963 4963	210	1010
	366131	01/08/20 SALES TAX	0.28			604 957 4957	210	1010
	366131	01/08/20 SALES TAX	-0.28			604	2025	1010
	366131	01/08/20 D C TRANSIT TAX	0.02			604 957 4957	210	1010
	366131	01/08/20 D C TRANSIT TAX	-0.02			604	2026	1010
	366129	01/08/20 33 GAL CAN LINERS	41.09			211 550 4550	210	1010
	366130	01/08/20 T TISSUE	49.74			101 140 4140	210	1010
	366130	01/08/20 ROLL TOWELS/NITRILE GLOVES	79.49			101 140 4140	220	1010
	366132	01/08/20 T TISSUE/SOFTSOAP	38.81			101 210 4210	210	1010
		Total for Vendor:	613.48					
		*** Claim from another period (12/19) ****						
33425		5834 THOMSON REUTERS - WEST	120.00					
	841623023	01/01/20 INVESTIGATIVE SUITE	120.00			101 210 4210	440	1010
		Total for Vendor:	120.00					
33357		123 THRONSON OIL & LP GAS CO	3,648.35					
	360351	01/07/20 P DIESEL/ #1 DIESEL	779.81			101 310 4310	210	1010
	360351	01/07/20 P DIESEL/ #1 DIESEL	779.81			101 312 4312	210	1010
	360351	01/07/20 P DIESEL/ #1 DIESEL	97.47			601 943 4943	210	1010
	360351	01/07/20 P DIESEL/ #1 DIESEL	97.47			602 948 4948	210	1010

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CITY OF KASSON
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* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
	360351	01/07/20 P DIESEL/ #1 DIESEL	97.47			604 957 4957	210	1010
	360351	01/07/20 P DIESEL/ #1 DIESEL	97.47			605 963 4963	210	1010
	360351	01/07/20 SALES TAX	6.70			604 957 4957	210	1010
	360351	01/07/20 SALES TAX	-6.70			604 2025		1010
	360351	01/07/20 D C TRANSIT TAX	0.48			604 957 4957	210	1010
	360351	01/07/20 D C TRANSIT TAX	-0.48			604 2026		1010
	360509	01/15/20 P DIESEL/ #1 DIESEL	679.54			101 310 4310	210	1010
	360509	01/15/20 P DIESEL/ #1 DIESEL	679.54			101 312 4312	210	1010
	360509	01/15/20 P DIESEL/ #1 DIESEL	84.94			601 943 4943	210	1010
	360509	01/15/20 P DIESEL/ #1 DIESEL	84.94			602 948 4948	210	1010
	360509	01/15/20 P DIESEL/ #1 DIESEL	84.95			604 957 4957	210	1010
	360509	01/15/20 P DIESEL/ #1 DIESEL	84.94			605 963 4963	210	1010
	360509	01/15/20 SALES TAX	5.84			604 957 4957	210	1010
	360509	01/15/20 SALES TAX	-5.84			604 2025		1010
	360509	01/15/20 D C TRANSIT TAX	0.42			604 957 4957	210	1010
	360509	01/15/20 D C TRANSIT TAX	-0.42			604 2026		1010
		Total for Vendor:	3,648.35					
33358		4253 TRUCKIN' AMERICA OF ROCHESTER	208.00					
	153831	01/02/20 VPLOW POLY DEFLECTOR	208.00			101 312 4312	220	1010
		Total for Vendor:	208.00					
33359		630 UNIVERSAL TRUCK EQUIPMENT INC	57.00					
	51445	01/02/20 FASTER LOCKING PIN	57.00			101 312 4312	220	1010
		Total for Vendor:	57.00					
33360		939 USA BLUEBOOK	873.46					
	102218	12/30/19 TOT CHLORINE ACCUVAC/FLUOR REA	411.30			601 943 4943	210	1010
	102218	12/30/19 GLASS FIBER FILT/CAP MEMBR KIT	462.16			602 947 4947	210	1010
		Total for Vendor:	873.46					
		*** Claim from another period (12/19) ****						
33384		5035 VALLI INFORMATION SYSTEMS INC	2,370.53					
	56758	12/31/19 UTILITY BILLING MAILING	474.11			601 944 4944	325	1010
	56758	12/31/19 UTILITY BILLING MAILING	474.11			602 949 4949	325	1010
	56758	12/31/19 UTILITY BILLING MAILING	948.20			604 959 4959	325	1010
	56758	12/31/19 UTILITY BILLING MAILING	474.11			605 963 4963	325	1010
		Total for Vendor:	2,370.53					

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* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
*** Claim from another period (12/19) ****								
33385		4342 WEBBER RECREATIONAL DESIGN INC	15,000.00					
	1014	12/31/19 PLAYGROUND MODULAR-MEADOWLAND	15,000.00			101 680 4522	530	1010
		Total for Vendor:	15,000.00					
33427		4086 WEIGEL, KRISTA	80.50					
	01/09/20	MILES-F D TRAINING	80.50			101 220 4220	330	1010
		Total for Vendor:	80.50					
*** Claim from another period (12/19) ****								
33409		5818 WEX Bank	2,661.57					
	62951769	12/23/19 112.709 GAL UNLD-ELECTRIC	254.98			604 957 4957	212	1010
	62951769	12/23/19 38.715 GAL UNLD-PARKS	91.08			101 522 4522	212	1010
	62951769	12/23/19 771.872 GAL UNLD-P D	1,765.78			101 210 4210	212	1010
	62951769	12/23/19 51.773 GAL UNLD-STREETS	118.39			101 310 4310	212	1010
	62951769	12/23/19 65.300 GAL UNLD-WATER	148.18			601 943 4943	212	1010
	62951769	12/23/19 118.901 GAL UNLD-WW	273.16			602 948 4948	212	1010
	62951769	12/23/19 PAPER INV. FEE	10.00			101 140 4140	430	1010
		Total for Vendor:	2,661.57					
*** Claim from another period (12/19) ****								
33373		5182 WHKS & CO.	16,226.48					
	40451	01/07/20 I & I IMPLEMENTATION	15,226.48			602 948 4948	303	1010
	40450	01/07/20 SUMP PUMP/SAN SEWER INSPECT	1,000.00			602 948 4948	303	1010
		Total for Vendor:	16,226.48					
33426		2407 WINE MERCHANTS	334.27					
	7269180	01/07/20 WINE	33.27			609 975 4975	251	1010
	7269181	01/07/20 WINE	301.00			609 975 4975	251	1010
		Total for Vendor:	334.27					
*** Claim from another period (12/19) ****								
33415		50 XCEL ENERGY	16.77					
	667583711	01/03/20 UTIL SERV-STR LT 12/3-1/2	16.77			101 316 4316	380	1010
		Total for Vendor:	16.77					
		# of Claims	67	Total:				1787,850.47

**CITY OF KASSON
RESOLUTION # 1.X-20**

**RESOLUTION MAKING CITY APPOINTMENT TO CENTRAL MINNESOTA
MUNICIPAL POWER AGENCY (CMMPA) and CENTRAL MUNICIPAL POWER
AGENCY/SERVICES (CMPAS) BOARD OF DIRECTORS**

Member _____ moved the adoption of the following resolution. Member _____ seconded the motion.

BE IT RESOLVED by the City Council of the City of Kasson, Minnesota (hereinafter referred to as “City”) as follows:

Section 1: Timothy Ibisch is hereby appointed as the City of Kasson’s representative on the Central Minnesota Municipal Power Agency’s (CMMPA) and Central Municipal Power Agency/Services (CMPAS) Board of Directors.

WHEREUPON, the members voted as follows: Ayes: _____. Those against same: _____. The Resolution was declared _____.

Adopted this 22nd day of January, 2020.

CITY OF KASSON

By _____
Chris McKern, Mayor

ATTEST:

By _____
Linda Rappe, City Clerk

CERTIFICATE

I, Linda Rappe, the City Clerk of the City of Kasson, do hereby certify that attached hereto is a true and correct copy of the Resolution approving the Appointment duly adopted by the City Council at a meeting duly held on the 22nd day of January, 2020, notice of such meeting having been given in accordance with law and at which meeting a quorum was present and acting throughout.

I also do hereby certify that such resolution has not been amended in any way from the date of such adoption to the date hereof.

IN WITNESS WHEREOF I have hereunto set my hand this __day of January, 2020.

CITY OF KASSON, MINNESOTA

By _____
Linda Rappe, City Clerk

**CITY OF KASSON
RESOLUTION 1.X-20**

**RESOLUTION DECERTIFYING DELINQUENT CLAIMS
TO THE COUNTY AUDITOR**

WHEREAS, earlier in 2019 the City Council certified to taxes delinquent utilities, snow removal, lawn mowing, rental registrations and fire calls; and

WHEREAS, the property owner or mortgage companies have satisfied all or a portion of amounts owing. and

NOW THEREFORE BE IT RESOLVED BY THE COUNCIL OF THE CITY OF KASSON, MINNESOTA:

The following amounts are hereby authorized to be decertified to the County Auditor:

1. MLB Enterprises	509 2 nd Av SW PID # 24.506.0280	Delinquent Utilities Administrative fee	\$736.86 \$50.00
2. Rosemary Blaine(Malm)	302 5 th Av NE PID # 24.578.0180	Delinquent Utilities Administrative fee	\$229.30 \$50.00
3. Rehwaldt, Jeff	605 Mantorville Av No PID # 24.576.0010	Delinquent Utilities Administrative fee	\$143.36 \$50.00
4. JW Construction	205 6 th St NW PID # 24.576.0190	Delinquent Utilities Administrative fee	\$1540.46 \$50.00
5. Rager, Randy	208 4 th St SW PID# 24.100.5260	UB/Fee Admin Fee	\$ 53.14 \$ 50.00
6. Big Sky Properties	408 2 nd Av NW PID# 24.503.0690	UB/Fee	\$150.83
7. Aleesa Kobi/ AMK Rentals	508 3 rd Av NW PID# 24.504.0200	UB/Fee	\$123.30
8 VanHeim Holdings	14 9 th Av NW PID# 24.127.0060	UB/Fee	\$343.36
9. Bigelow Lennon	46 E. Vet Memorial Pkwy PID #24.033.4400	UB/Fee	\$118.71
10. Elroy Bessler	52 E Veterans Memorial Hwy PID #24.033.4200	UB/Fee	\$237.88
11. SEMCCHRA	403 6 th St Ct NE PID #24.432.0290	UB/Fee	\$359.10
12. JC Nerstad	302 6 th St SW PID #24.301.0020	UB	\$135.73

13. South Fork Homes	99 5 th Av SE PID #24.573.3014	UB/Fee	\$109.46
14. Harlan Jacobson & Colleen Jacobson	302 5 th St SE PID# 24.355.0050	Delinquent UB	\$5,962.77

This is effective for certifications 2019, collectible in 2020, and the County Auditor shall remove these charges and any interest.

ADOPTED this 22nd day of January, 2020.

ATTEST:

Chris McKern, Mayor

Linda Rappe, Clerk

The motion for the adoption of the foregoing resolution was made by Council Member _____ and duly seconded by Council Member _____. Upon a vote being taken, the following members voted in favor thereof : _____ . Those against same: _____.

KASSON PARK BOARD MINUTES DECEMBER 17, 2019 DRAFT

Pursuant to due call and notice thereof, a meeting of the Kasson Park Board was duly held at Kasson City Hall on the 17th day of December at 6:00 P.M.

THE FOLLOWING PARK BOARD MEMBERS WERE PRESENT: Dan Egger, Chuck Coleman, Liza Larsen, Janet Sinning, Jason Farnsworth, Greg Kuball and Roger Franke

THE FOLLOWING WERE ABSENT: None

ALSO PRESENT: Parks & Rec Supervisor Ron Unger and Deputy Clerk Jan Naig

I. Call to Order: The meeting was called to order at 6:00 P.M. by Chairperson Larsen.

II. Approve minutes: Coleman had a question about the proposed budget increase in the line item for insurance at the Aquatic Center. He was directed to talk to Finance Director Zaworski for more details.

Motion by Kuball and second by Coleman, with all voting Aye, to approve the minutes of the November 2019 meeting.

III. New Business:

- A. Tree City USA.** Unger is in the process of putting together the application for the Tree City USA designation. This will be the City's 40th year in the program. The application must be submitted by December 31st. Unger will bring the numbers for tree care costs to the January meeting.

Kuball stated the need for the City to have a separate Forestry Division.

- B. Kasson Aquatic Center employees - 2020.** Unger met with Josh Mitchell and Abbie Tjosaas to discuss the Aquatic Center personnel matters this afternoon. He has applications from 22 returning lifeguards and W.S.I.'s. Nine new lifeguards have applied and there are 23 applications for the concession stand workers. Mitchell will contact lifeguards and W.S.I.'s who worked at the facility in the past to see if they plan to return in 2020 since there are still available positions in these areas. The goal is to have a minimum of 60 on staff. Unger has set up interviews on December 23rd, 26th, 30th and 31st.
- C. 2020 Budget update.** Unger presented copies of the 2020 proposed budget worksheets. He pointed out the areas that had an increase. One of the areas of concern is the electric utility costs for the Aquatic Center. Since the meter was changed to a times 50 meter several years ago, the electric costs have been extremely high. He and Public Works Director Bradford were comparing the cost of the utilities at the Aquatic Center with the Wastewater Treatment Facility which also has pumps running. The Aquatic Center is considerably higher. Even in the months that the facility is not operation, the

billing has not dropped. He may request an energy audit to see if anything can be done to reduce the cost.

Some of the other budget changes include: new computer for Unger, a set of bleachers for the parks, removal of five Maple trees in the Cemetery, phase II of the modular in Meadowland Park, new memorial in Veterans Park, North 2 backstop and year one of two for a new utility tractor.

Unger expressed his appreciation to the Council for the generous support they have shown to the Parks Department in the budget process.

- D. 2020 Movies in the Park.** There was discussion about whether to continue with the Movies in the Park. The cost of the movie and projectionist is now running a minimum \$500.00. The attendance numbers have not grown over the years. Due to the hours of daylight it gets to be a very late start time which does not work for families with younger children.

Motion by Kuball and second by Farnsworth, with all voting Aye, to use Park Board funds to only sponsor one movie on the Friday night during the Festival in the Park in 2020.

- E. Terms that expire in 2020 - Larsen.** Larsen indicated that she will continue to serve in the Board for another three year term.

Larsen left the meeting at 6:39 P.M. Unger took over as Acting Chairperson.

IV. Old Business:

- A. Update on stone wall in Veterans Memorial Park.** At the December 11th City Council meeting the Council agreed to give the public a chance to come up with funds to restore the stone wall. The City Council does not have the funds available to save the wall. They set a deadline of April 1, 2020 for funds to be raised for this purpose. All money will be held at City Hall and will be returned if the necessary funding is not raised.

Unger reached out to Sinning to see if she would work with those trying to come up with funding. He has also spoken to Jerry Giese of KARE about the condition of the wall and to answer the questions KARE has about the restoration.

Eggler has spoken with the City Engineer about the project. He will bring it back to the City Council in January to find out how far they are willing to go with funding the cost of the engineering. If this needs to go out for open bids, the City will need to involve an engineer to make sure proper State guidelines are followed in the bid process.

Sinning has talked to KARE representatives about the Park Board and City Council's decisions. She is working to get the word out into the community so people are aware of the Council's decision. She is trying to find the right avenues for making the information available.

Kuball was asked by a KARE representative if it would be possible to save a portion of the wall if funds to do the whole project cannot be raised. There was also some discussion about using some of the materials from the old wall in the new veterans' memorial. These will be considered as the deadline nears. At this time the options are open.

- B. Christmas tree lighting – Veterans Memorial Park follow up.** Those members that were in attendance on November 29th felt the attendance was good considering the date and the weather. Sinning suggested that the date be moved to the week-end of Christmas in Kasson next year rather than on black Friday. There was some discussion about better ways to get the word out to the public.

V. Correspondence: Coleman commented that the dedication of the shelter in Lions Park went well. He thanked Unger for explaining to the Lions Club what the future plans are for the Park.

VI. Adjourn: Motion by Egglar and second by Coleman, with all voting Aye, to adjourn the meeting at 7:13 P.M.

Chairperson

Deputy Clerk

The next scheduled meeting will be January 21st.

MINUTES OF PLANNING COMMISSION MEETING
December 9, 2019

Pursuant to due call and notice thereof, a regular Planning Commission meeting was held at City Hall on the 9th day of December, 2019 at 6:30 PM

THE FOLLOWING MEMBERS WERE PRESENT: Commissioner Ferris, Commissioner Thompson, Commissioner Zelinske Commissioner Tinsley and Commissioner Burton.

THE FOLLOWING WERE ABSENT: Commissioner Torkelson and Commissioner Fitch

THE FOLLOWING WERE ALSO PRESENT: Interim-Administrator Nancy Zaworski, City Clerk Rappe, City Attorney Leth and Les Conway

CALL TO ORDER AT 6:30PM

MINUTES OF THE PREVIOUS MEETINGS – October 14, 2019 – Motion to Approve the Minutes as presented by Commissioner Burton, second by Commissioner Zelinske with All Voting Aye.

Bigelow has requested an extension of the 60 day rule to 120 days and to move their public hearings to January.

PUBLIC HEARING FOR BLAINE'S 14TH GENERAL DEVELOPMENT PLAN: - Interim Administrator Zaworski shared Engineer comments and staff review comments. This plat involves going to the comprehensive plan for reference and guidance for greenspaces and roadways. This tells us where roadways and trails should be. The Engineer is concerned with the cost of building the parkway and that this would be in the development agreement. Zaworski also consulted Hoisington-Koegler as a planning consultant and they concurred with the Engineer and Staff to designate area on the north and south side of the creek to the City and that the out lots be left in a natural state.

Public hearing opened

Les Conway, WSE Massey Engineering and Survey – Mr. Conway handed out a Supreme Court ruling that may apply to this. Mr. Conway believes that the City could not enforce Engineer's comments 5, 6, 7 and 13 and they cannot be written into the Development Agreement.

Mr. Conway pointed out that the out lots would have to be procured by the City. Attorney Leth asked what the developer wants. Mr. Conway stated that there could be some offset of parkland fees and storm water charges going back to 2003 for some of the other Blaine's subdivisions. Mr. Conway stated that they are making the retention pond to the east large enough to handle all of the latest Blaine's subdivisions. Zaworski added that an additional request of combining all of the back of the lots to the creek. Commissioner Burton asked for the distance from front lot to utility easement on 3rd St. Mr. Conway stated about 150 to 160 feet. Understanding the northern line of the sanitary sewer to the south side of the creek will be out lots.

Public Hearing Closed

Commissioner Burton has three reservations; one - our attorney hasn't had an opportunity to review the handout, two - the City is waiting on the floodplain report from the county regarding potential

greenspace, three - we are working on a potential policy at the encouragement of our planning consultant regarding greenspace out lots.

Motion to Table Until the January 13, 2020 Meeting made by Commissioner Burton, second by Commissioner Zelinske with All Voting Aye.

PUBLIC HEARING FOR BLAINE'S 14TH PRELIMINARY PLAT – Interim Administrator Zaworski stated the same comments as already shared.

Public hearing opened

Les Conway stated that the omissions and easements and labels are all doable. The review of the floodplain, the grading plan would show structures on all of the lots, and all houses that will be built on the south side of 3rd St. will be built 5 to 6 feet above the castings. Mr. Conway is comfortable that there won't be a change in the FIRM that would impact this subdivision and that includes the retention pond. They have no problem making the adjustments in the engineer comments for the preliminary plat. Commissioner Zelinske would like Blaine to consider putting backflow preventers as mandatory in the houses along the creek.

Public hearing closed

Attorney Leth commented that this decision is more of a transportation improvement district and disagrees that this precludes the City from requiring at least contribution for the parkway.

Motion to Table Until the January 13, 2020 Meeting made by Commissioner Burton, second by Commissioner Thompson with All Voting Aye.

OTHER – Interim City Administrator Zaworski stated that staff has received sections of the zoning ordinance from Hoisington-Koegler to review. Zaworski will forward these to the Planning Commission in case they have any comments.

OTHER -

ADJOURN 7:09PM

Respectfully Submitted,

Linda Rappe, City Clerk

Kasson Public Library (KPL) Board of Trustees Meeting Minutes
Monday, December 23rd, 2019, at 4 p.m.

Present: Lisa Carlsen, Melissa Ferris, Tarik Kamel, Jon Wright,
Absent: Laurie Schultz

New Business: Kamel motioned to approve of Pat's Interim Director non-exempt hourly wage of \$29.64, which is Grade 12, Step 1. 2nd by Wright. Motion passed.

Adjourn: 4:10 pm

Submitted by: Tarik Kamel, Board Chair



I. IDENTIFICATION OF QUALIFIED INTERMEDIARY / WITHHOLDING ENTITY

LEGAL NAME OF ORGANIZATION: City of Kasson

TYPE OF ORGANIZATION: Municipality

ACCOUNT NUMBER: RMB016007

Be it resolved that each of the following has been duly elected or appointed and is now legally holding the title set opposite his/her name.

<u>Tim Ibisch</u> (Name of Authorized Person)	<u>City Administrator</u> (Title)
<u>Chris McKern</u> (Name of Authorized Person)	<u>Mayor</u> (Title)
<u>Nancy Zaworski</u> (Name of Authorized Person)	<u>Finance Director</u> (Title)

II. CERTIFICATION

I, Chris McKern, Mayor of
(Name and Title of Officer or Partner signing this Non-Corporate Resolution)

City of Kasson hereby certify that said organization is duly and legally
(Name of Organization)

organized and existing and that a quorum of the Kasson City Council
(Name of Governing Body of Organization)

of said Organization attended a meeting duly held on the 22nd day of January, 2020

at which the following resolutions were duly adopted, and that such resolutions are in full force and effect on this date and do not conflict with the ordinances of said organization.
(Name of Governing Rules)

I further certify that I have the authority to execute this Non-Corporate Resolution on behalf of said Organization, and that the Kasson City Council of the Organization which took the action called for by the
(Name of Governing Body of Organization)
resolutions annexed hereto has the power to take such action.

*SIGNATURE: _____ DATE: 1/22/2020

TITLE: Mayor

*The signer should be someone other than one of the authorized person(s) named above. However, if signed by an authorized person named above, the Fed Wire Letter of Authorization and/or ACH Authorization Agreement must be signed by an authorized person other than the signer of this document.

III. RESOLUTIONS

Certified Copy Of Certain Resolutions by the Governing Body of Said Organization Whereby the Establishment and Maintenance of Accounts Have Been Authorized.

RESOLVED –

FIRST: That the named Authorized Persons of this organization or _____ or _____ be and they hereby are, and each of them is, authorized and empowered, for and on behalf of this organization (herein called the “Organization”), to establish and maintain one or more accounts with Multi-Bank Securities, Inc. (herein called the “Brokers”) and Pershing LLC, its successors or assigns, and for the purpose of purchasing, investing in, or otherwise acquiring, selling, possessing, transferring, exchanging, pledging, or otherwise disposing of or realizing upon, and generally dealing in and with;

(a) THIS PARAGRAPH PERMITS CASH TRANSACTIONS IN SECURITIES

any and all forms of securities including, but not by way of limitation, shares, stocks, options, stock options, stock index options, foreign currency options and debt instrument options, bonds, debentures, notes, scrip, participation certificates, rights to subscribe, warrants, certificates of deposit, mortgages, chooses in action, evidence of indebtedness, commercial paper, certificates of indebtedness and certificates of interest of any and every kind and nature whatsoever, secured or unsecured, whether represented by trust, participating and/or other certificates or otherwise;

(b) THIS PARAGRAPH PERMITS CASH AND MARGIN TRANSACTIONS IN SECURITIES

any and all forms of securities including, but not by way of limitation, shares, stocks, options, stock options, stock index options, foreign currency options and debt instrument options, bonds, debentures, notes, scrip, participation certificates, rights to subscribe, warrants, certificates of deposit, mortgages, chooses in action, evidence of indebtedness, commercial paper, certificates of indebtedness and certificates of interest of any and every kind and nature whatsoever, secured or unsecured, whether represented by trust, participating and/or other certificates or otherwise; and margin transactions, including short sales;

The fullest authority at all times with respect to any such commitment or with respect to any transaction deemed by any of the said Authorized Persons and/or agents to be proper in connection therewith is hereby conferred, including authority (without limiting the generality of the foregoing) to give written or oral instructions to the Brokers with respect to said transactions; to bind and obligate the Organization to and for the carrying out of any contract, arrangement, or transaction, which shall be entered into by any such Authorized Persons and/or drafts drawn upon the funds of the Organization such sums as may be necessary in connection with any of the said accounts to deposit funds with the Brokers; to deliver securities and/or contracts to the Brokers; to order the transfer or delivery thereof to any other person whatsoever, and/or to order the transfer record of any securities, or contracts, or titles, to any name selected by any of the said Authorized Persons or agents; to affix the Organization’s seal to any documents or agreements, or otherwise; to endorse any securities and/or contracts in order to pass title thereto; to direct the sale or exercise of any rights with respect to any securities; to sign for the Organization all releases, powers of attorney and/or other documents in connection with any such account, and to agree to any terms or conditions to control any such account; to direct the Brokers to surrender any securities to the proper agent or party for the purpose of effecting any exchange or conversion, or for the purpose of deposit with any protective or similar committee, or otherwise; to accept delivery of any securities, to borrow money and securities, if applicable, and to secure repayment thereof with the property of the Organization; to appoint any other person or persons to do any and all things which any and all things which any of the said Authorized Persons and/or agents is hereby empowered to do, and generally to do and take all action necessary in connection with the account, or considered desirable by such Authorized Persons and/or agents with respect thereto.

SECOND: That the Brokers may deal with any and all of the persons directly or indirectly by the foregoing resolution empowered, as though they were dealing with the Organization directly.

THIRD: That the person signing this Non-corporate Resolution on behalf of the Organization be and hereby is authorized, empowered and directed to certify to the Brokers:

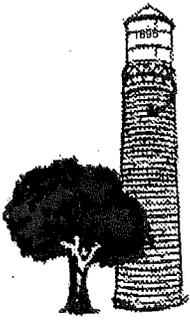
- (a) a true copy of these resolutions;
- (b) specimen signatures of each and every person by these resolutions empowered;
- (c) a certificate (which, if required by brokers, shall be supported by an opinion of the general counsel of the Organization, or other counsel satisfactory to the Brokers) that the Organization is duly organized and existing, that its governing rules empower it to transact the business by these resolutions defined, and that no limitation has been imposed upon such powers by the governing rules of the Organization or otherwise.

FOURTH: That the Brokers may rely upon the certified copy of the resolutions, specimen signatures, and certificate, as continuing fully effective unless and until the Brokers shall receive due written notice of change or rescission, and the dispatch or receipt of any other form of notice shall not constitute a waiver of this provision. nor shall the fact that any person hereby empowered ceases to be an Authorized Person of the Organization or becomes an Authorized Person under some title, in any way affect the powers hereby conferred, but the failure to supply any specimen signature shall not invalidate any transaction where the party authorizing the same has been actually empowered thereto by or in conformity with these resolutions.

FIFTH: That in the event of any change in the office of powers of persons hereby empowered, an Authorized Person shall certify such changes to the Brokers in writing in the manner herein above provided, which notification, when received, shall be adequate both to terminate the powers of the persons therefore authorized, and to empower the persons thereby substituted.

SIXTH: That the Authorized Persons of the Organization be, and hereby is, authorized and empowered to countersign items as aforesaid.

SEVENTH: That the foregoing resolutions and the certificates actually furnished to the Brokers by the Authorized Person of pursuant thereto, be and they hereby are made irrevocable until written notice of the revocation thereof shall have been received by the Brokers.



TREE
CITY
USA

CITY OF KASSON

401 FIFTH STREET SE
KASSON, MINNESOTA 55944-2204
PHONE: (507) 634-7071
FAX: (507) 634-4737

MEMO

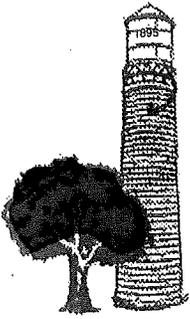
To: Mayor and City Council
From: Public Works Director Charlie Bradford
Date: January 1st, 2020
Subject: Evaluation of Park/Street Public Works Worker Kris Anderson

To Mayor and City Council:

Park/Street Public Works Worker Kris Anderson has been given his annual performance review. His performance consistently meets the requirements of the position. Kris is at the top of his pay scale (Grade 7 Step 7 \$26.23).

Thank you,

Charlie Bradford



TREE
CITY
USA

CITY OF KASSON

401 FIFTH STREET SE
KASSON, MINNESOTA 55944-2204
PHONE: (507) 634-7071
FAX: (507) 634-4737

MEMO

To: Mayor and City Council
From: Public Works Director Charlie Bradford
Date: January 1st, 2020
Subject: Evaluation of Lead Water/Wastewater Operator Dan Trapp

To Mayor and City Council:

Lead Water/Wastewater Operator Dan Trapp has been given his annual performance review. His performance consistently meets and sometimes exceeds the requirements of the position. Dan is at the top of his pay scale (Grade 11 Step 7 \$34.38).

Thank you,

Charlie Bradford

M E M O

DATE: 1/13/2020
TO: Mayor and Council
FROM: Chief Berghuis
RE: Evaluations of Officer Matt Norland

To Mayor and City Council Representatives:

Officer Norland's has been given his annual performance review, he meets or exceeds expectations. Therefore, I recommend that Officer Norland moves from Grade 10 Step 3 to Grade 10 Step 4 retro effective to 1/1/2020

Respectfully Submitted,

Kent Berghuis
Chief of Police

M E M O

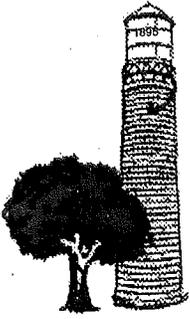
DATE: 1/13/2020
TO: Mayor and Council
FROM: Chief Berghuis
RE: Evaluations of Officer Matt Stradtman

To Mayor and City Council Representatives:

Officer Stradtman has been given his annual performance review, he meets or exceeds expectations. Therefore, I recommend that Officer Norland moves from Grade 10 Step 5 to Grade 10 Step 6 retro effective to 1/1/2020

Respectfully Submitted,

Kent Berghuis
Chief of Police



TREE
CITY
USA

CITY OF KASSON

401 FIFTH STREET SE
KASSON, MINNESOTA 55944-2204
PHONE: (507) 634-7071
FAX: (507) 634-4737

MEMO

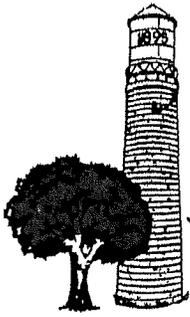
To: Mayor and City Council
From: Public Works Director Charlie Bradford
Date: January 9th, 2020
Subject: Evaluation of Water/Wastewater Operator II Jeff Ulve

To Mayor and City Council:

Water/Wastewater Operator II Jeff Ulve has been given his annual performance review. His performance consistently meets and sometimes exceeds the requirements of the position. I recommend that Jeff be removed from probation and moved from Grade 9 Step 6 (\$29.08) to Grade 9 Step 7 (\$30.02) retro back to 1/9/2020.

Thank you,

Charlie Bradford



TREE
CITY
USA

CITY OF KASSON

401 FIFTH STREET SE
KASSON, MINNESOTA 55944-2204
PHONE: (507) 634-7071
FAX: (507) 634-4737

MEMO

To: Mayor McKern and City Council Members

Date: January 16, 2020

Re: Calculation of Stabilization Fund Contributions 2019 and 2020

The calculation for a possible transfer of funds to the Stabilization Fund is based on a formula primarily using the general fund expenditure line items.

The years 2019 and 2020 will have expenditures in Department .417 related to the flooding we experienced this year (flood debris, electric credit, infrastructure repairs, etc). Much of these repairs will be offset by a transfer in from the Electric Fund.

Because the transfer in from the Electric Fund is shown in a revenue line item and cannot be used as an offset directly to the expenditure line item, this request is for a Stabilization fund calculation adjusting for flood expenses for 2019 and 2020.

COUNCIL ACTION REQUESTED:

For the years 2019 and 2020, adjust the calculation for any potential Stabilization Fund transfer to adjust for flood expenses.

Compliance Report

Jurisdiction: Kasson
401 - 5th Street S.E.

Report Year: 2020
Case: 2 - 2019 DATA new 2018 points (Private (Jur O

Kasson MN 55944

Contact: Linda Rappe

Phone: (507) 634-6324

E-Mail: Cityclerk@cityofkasson.com

The statistical analysis, salary range and exceptional service pay test results are shown below. Part I is general information from your pay equity report data. Parts II, III and IV give you the test results.

For more detail on each test, refer to the Guide to Pay Equity Compliance and Computer Reports.

I. GENERAL JOB CLASS INFORMATION

	Male Classes	Female Classes	Balanced Classes	All Job Classes
# Job Classes	18	10	1	29
# Employees	25	10	3	38
Avg. Max Monthly Pay per employee	5,641.64	5,319.00		5,378.42

II. STATISTICAL ANALYSIS TEST

A. Underpayment Ratio = 388.89 *

	Male Classes	Female Classes
a. # At or above Predicted Pay	11	9
b. # Below Predicted Pay	7	1
c. TOTAL	18	10
d. % Below Predicted Pay (b divided by c = d)	38.89	10.00

*(Result is % of male classes below predicted pay divided by % of female classes below predicted pay.)

B. T-test Results

Degrees of Freedom (DF) = 33

Value of T = -1.508

a. Avg. diff. in pay from predicted pay for male jobs = \$9

b. Avg. diff. in pay from predicted pay for female jobs = \$176

III. SALARY RANGE TEST = 100.00 (Result is A divided by B)

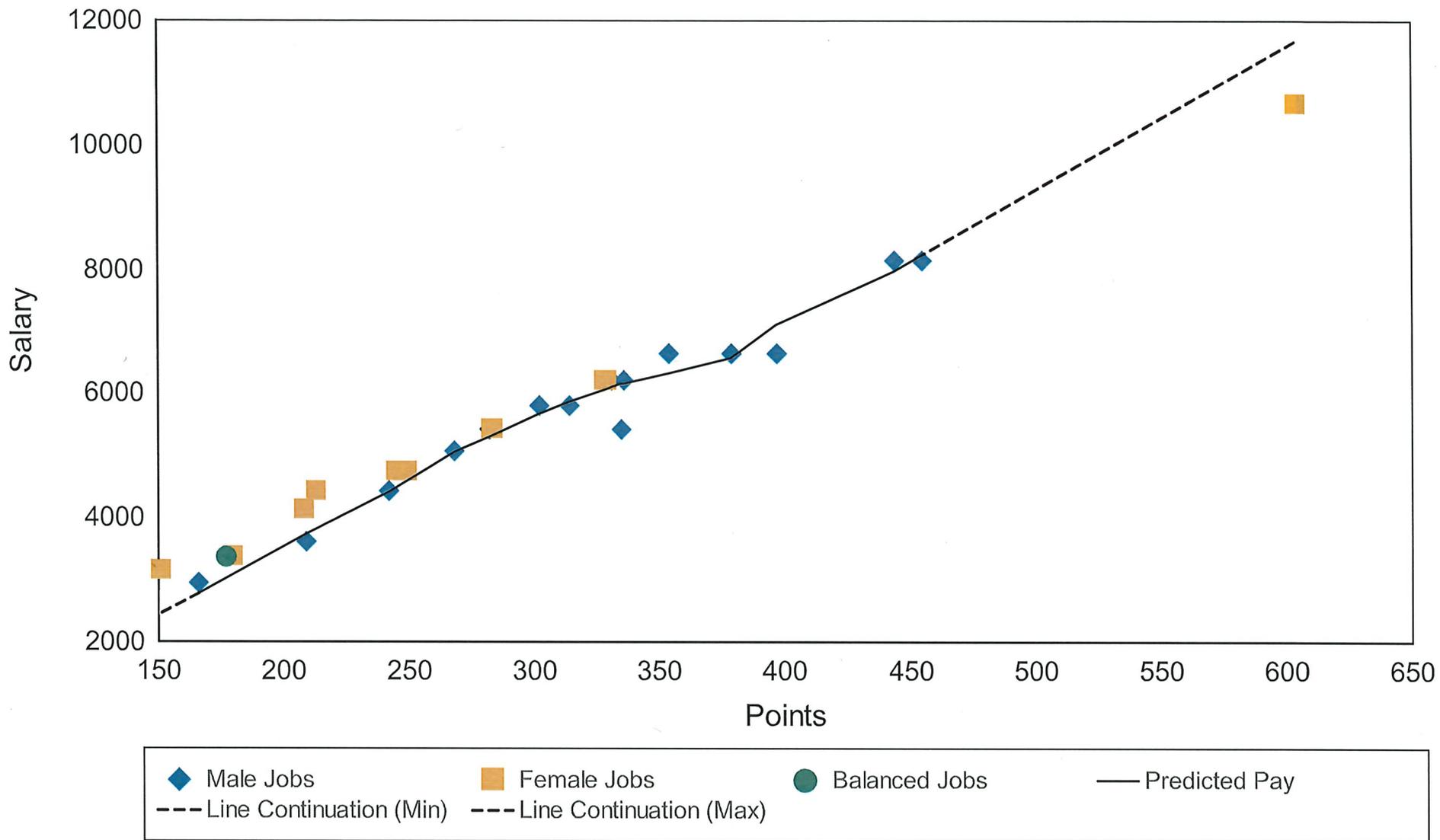
Job Class Data Entry Verification List

Kasson
LGID 551

Case: 2019 DATA new 2018 points

Job Nbr	Class Title	Nbr Males	Nbr Females	Class Type	Jobs Points	Min Mo Salary	Max Mo Salary	Yrs to Max Salary	Yrs of Service	Exceptional Service Pay
31	Custodian	0	1	F	151	\$2,612.00	\$3,164.00	6.00	0.00	
5	PT Parks Worker	1	0	M	166	\$2,440.00	\$2,956.00	6.00	0.00	
2	Library Assistant	1	2	B	177	\$2,792.00	\$3,383.00	6.00	0.00	
3	Senior Lquor Clerk	0	1	F	180	\$2,792.00	\$3,383.00	6.00	0.00	
35	Administrative Assistant	0	1	F	208	\$3,423.00	\$4,147.00	6.00	0.00	
4	Parks and Ice Arena	1	0	M	209	\$2,989.00	\$3,622.00	6.00	0.00	
7	Emergency Services Admi	0	1	F	213	\$3,660.00	\$4,435.00	6.00	0.00	
9	Streets Public Works	2	0	M	242	\$3,660.00	\$4,435.00	6.00	0.00	
33	Public Works Parks Worke	2	0	M	242	\$3,660.00	\$4,435.00	6.00	0.00	
8	Utility Billing Specialist	0	1	F	245	\$3,920.00	\$4,750.00	6.00	0.00	
10	Deputy Clerk	0	1	F	249	\$3,920.00	\$4,750.00	6.00	0.00	
34	Water/Wastewater Operatr	2	0	M	268	\$4,190.00	\$5,078.00	6.00	0.00	
12	Police Officer	3	0	M	282	\$4,485.00	\$5,433.00	6.00	0.00	
14	City Clerk	0	1	F	283	\$4,485.00	\$5,433.00	6.00	0.00	
23	Water Wastewater Lead	1	0	M	302	\$4,799.00	\$5,814.00	6.00	0.00	
16	Lineworker	2	0	M	314	\$4,799.00	\$5,814.00	6.00	0.00	
15	Liquor Manager	0	1	F	328	\$5,137.00	\$6,223.00	6.00	0.00	
17	Investigator	1	0	M	328	\$5,137.00	\$6,223.00	6.00	0.00	
20	Library Director	0	1	F	329	\$5,137.00	\$6,223.00	6.00	0.00	
19	Police Sergeant	2	0	M	331	\$5,137.00	\$6,223.00	6.00	0.00	
30	SRO	1	0	M	331	\$5,137.00	\$6,223.00	6.00	0.00	
32	K-9 Officer	1	0	M	335	\$4,485.00	\$5,433.00	6.00	0.00	
22	Ice Arena Supervisor	1	0	M	336	\$5,137.00	\$6,223.00	6.00	0.00	
13	Water Wastewater Superv	1	0	M	354	\$5,495.00	\$6,658.00	6.00	0.00	
24	Parks and Rec Supervisor	1	0	M	379	\$5,495.00	\$6,658.00	6.00	0.00	
25	Electric Supervisor	1	0	M	397	\$5,495.00	\$6,658.00	6.00	0.00	
26	Police Chief	1	0	M	444	\$6,729.00	\$8,152.00	6.00	0.00	
28	PW Director	1	0	M	455	\$6,729.00	\$8,152.00	6.00	0.00	
36	Interim City Administratot	0	1	F	604	\$8,817.00	\$10,682.00	6.00	0.00	

Job Number Count: 29



Predicted Pay Report for Kasson
Case : 2019 DATA new 2018 points

1/10/2020

Job Nbr	Job Title	Nbr Males	Nbr Females	Total Nbr	Job Type	Job Points	Max Mo Salary	Predicted Pay	Pay Difference
31	Custodian	0	1	1	Female	151	\$3,164.00	\$2,467.99	\$696.01
5	PT Parks Worker	1	0	1	Male	166	\$2,956.00	\$2,800.97	\$155.03
2	Library Assistant	1	2	3	Balanced	177	\$3,383.00	\$3,044.92	\$338.08
3	Senior Lquor Clerk	0	1	1	Female	180	\$3,383.00	\$3,111.82	\$271.18
35	Administrative Assistant	0	1	1	Female	208	\$4,147.00	\$3,736.65	\$410.35
4	Parks and Ice Arena	1	0	1	Male	209	\$3,622.00	\$3,756.56	(\$134.56)
7	Emergency Services Admin. Asst	0	1	1	Female	213	\$4,435.00	\$3,844.68	\$590.32
9	Streets Public Works	2	0	2	Male	242	\$4,435.00	\$4,436.53	(\$1.53)
33	Public Works Parks Worker	2	0	2	Male	242	\$4,435.00	\$4,436.53	(\$1.53)
8	Utility Billing Specialist	0	1	1	Female	245	\$4,750.00	\$4,511.33	\$238.67
10	Deputy Clerk	0	1	1	Female	249	\$4,750.00	\$4,610.32	\$139.68
34	Water/Wastewater Operator II	2	0	2	Male	268	\$5,078.00	\$5,068.00	\$10.00
12	Police Officer	3	0	3	Male	282	\$5,433.00	\$5,313.88	\$119.12
14	City Clerk	0	1	1	Female	283	\$5,433.00	\$5,330.94	\$102.06
23	Water Wastewater Lead	1	0	1	Male	302	\$5,814.00	\$5,668.80	\$145.20
16	Lineworker	2	0	2	Male	314	\$5,814.00	\$5,875.84	(\$61.84)
15	Liquor Manager	0	1	1	Female	328	\$6,223.00	\$6,070.54	\$152.46
17	Investigator	1	0	1	Male	328	\$6,223.00	\$6,070.54	\$152.46
20	Library Director	0	1	1	Female	329	\$6,223.00	\$6,084.95	\$138.05
19	Police Sergeant	2	0	2	Male	331	\$6,223.00	\$6,114.12	\$108.88
30	SRO	1	0	1	Male	331	\$6,223.00	\$6,114.12	\$108.88
32	K-9 Officer	1	0	1	Male	335	\$5,433.00	\$6,153.64	(\$720.64)
22	Ice Arena Supervisor	1	0	1	Male	336	\$6,223.00	\$6,166.43	\$56.57
13	Water Wastewater Supervisor	1	0	1	Male	354	\$6,658.00	\$6,337.99	\$320.01
24	Parks and Rec Supervisor	1	0	1	Male	379	\$6,658.00	\$6,588.46	\$69.54
25	Electric Supervisor	1	0	1	Male	397	\$6,658.00	\$7,123.22	(\$465.22)
26	Police Chief	1	0	1	Male	444	\$8,152.00	\$7,984.23	\$167.77
28	PW Director	1	0	1	Male	455	\$8,152.00	\$8,236.82	(\$84.82)
36	Interim City Administratot	0	1	1	Female	604	\$10,682.00	\$11,656.09	(\$974.09)

Job Number Count: 29



To: Kasson City Council

From: City Administrator/Zoning Administrator

Date: 1/16/20

Subject: January Planning and Zoning Update/ **Bigelow Voigt 8th**

On Monday January 13th the Planning and Zoning Board met to review a number of items related to additional development in the City of Kasson. One of the items reviewed was a development on the Northwest Side of Kasson known as the Bigelow Voigt 8th. This area has seen increased construction over the last 3 years and the current section is nearing completion. There are some issues which have been identified; most prominent is the potential loss of connectivity due to the presence of an additional waterway. This would likely mean that 12th Street will not cross the creek, however there is still some additional work to be done on this area and I expect a finalized proposal to come before the Council in February. The Planning Commission held a healthy and vigorous discussion regarding this project and its view was generally quite positive. Sometime in the next two weeks, staff will be meeting internally to discuss suggestions and develop a list of priorities and possible drawing of street network, which will not impact the preexisting conditions of this area and should allow for prudent entry and exit of this area of town.

The applicant is proposing the subdivision of an 11.81 acre parcel into:

- 14 Single Family Detached (SFD) lots
- 28 Single Family Attached (SFA) lots
- 2 Outlots



Site Review



As you can see the west half on the development is intended for single family homes and the eastern half is designed to be townhomes. This would serve the purpose of diversifying the housing stock for local residents and possibly allow for more of Kasson's senior residents to remain in the community and open current housing stock so to provide more equitable housing options for a variety of income levels.

Land Use

- **2040 Comprehensive Plan:**
 - Low Density Residential (2-4 u/a)
 - Open Space
- **Zoned R-1 Single Family Residential**
 - SFD a permitted use
 - SFA a conditionally permitted use



Action required: No action is required by the City Council at this time. Fleshed out resolutions and findings will be made available in February 2020. The City will establish some general block layout/street spacing for future development to the north, in particular to understand where future street connections would be appropriate, especially concerning crossing the drainage ditch and connections/intersections with 8th Ave. Moreover, the desire to mitigate any other flooding issues should be taken into account in conjunction with the stated desire of the Comprehensive Plan to provide pedestrian pathways and recreational trails. This project encompasses an additional water retention pond which will create positive water storage but also necessitates extra maintenance and funding which as of right now does not seem to be allocated.



To: Kasson City Council

From: City Administrator/Zoning Administrator

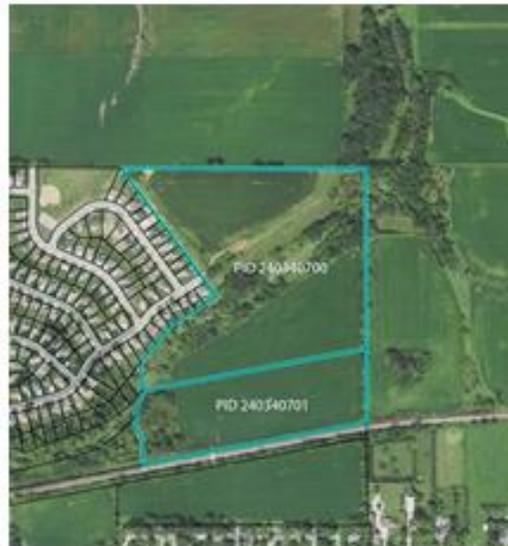
Date: 1/16/20

Subject: January Planning and Zoning Update/ **Blaine's 14th**

On Monday January 13th the Planning and Zoning Board met to review a number of items related to further development in the City of Kasson. One of the items reviewed was a development on the Northeast Side of Kasson known as the Blaine's 14th. This area is part of the new intended residential growth corridor and is an exciting opportunity to add up to nearly 500 new residents over the next 5-10 years. Staff are recommending that the outlot be placed in a set aside which would allow potential flood mitigation. In addition, the developer recognizes the need to slow runoff down and has added an extra storm water retention pond. However, this pond would likely be turned over to the City at some point and would require maintenance and financial support as well. Also, an issue was noted regarding the eastern roadway extension, i.e. Masten Parkway. The Planning Commission reviewed this project and its outlook was largely affirmative. Later next month, staff will meet together to discuss future considerations and develop a list of significant items entry and exit of this area of town.

The applicant is proposing the subdivision of two parcels (57.07 acres)

- 131 Single Family Detached (SFD) lots
- 2 Outlots



- **Land Use**

- Greenways/Natural Area through the site
- Identified for future trail network along Greenway
- Goal 4.5: Protect and preserve natural and cultural resources



The North half on the development is intended for single family detached homes and the south half is yet to be determined. Below is the Preliminary Plat, staff has identified a concern with the section abutting Masten Creek. There are a number of issues that have occurred over the past few years which may make the Council leery of creating significant additional impervious surface. Therefore I counsel prudence in this matter. It should be very clear before this development starts where and how the water will be moving. This will help to protect current residents and guarantee that future residents in this new development are also protected. The City Engineer and staff will be meeting with the developer to future flesh out this proposal before bringing it before the Planning and Zoning Board again.

Preliminary Plat

- **Purpose of a Preliminary Plat is to establish all elements related to subdivision**
 - Involves preliminary construction plans
 - Approving action entitles the property to be developed as shown (through final plat)
- Preliminary Plat shows 48 SFD lots and 1 outlet north of Masten Creek



Action required: No action is required by the City Council at this time. Planning and Zoning approved the Preliminary Plat with conditions laid out by staff. They noted that it was consistent with the Comprehensive Plan, the physical characteristics met our development goals, and with the conditions approved it will not cause additional ground and surface water problems. Staff expects this proposed development to reach the Council level in later February or early March.

2020 Elected Leaders Institute: Advanced Program

REGISTER for the Plymouth location (Jan. 24-25) ([Link to: https://mylmc.lmc.org/ebusiness/ProductCatalog/Product.aspx?ID=3193](https://mylmc.lmc.org/ebusiness/ProductCatalog/Product.aspx?ID=3193))
REGISTER for the Baxter location (Feb. 28-29) ([Link to: https://mylmc.lmc.org/ebusiness/ProductCatalog/Product.aspx?ID=3191](https://mylmc.lmc.org/ebusiness/ProductCatalog/Product.aspx?ID=3191))
(Please note — this event was formerly entitled the Experienced Officials Leadership Conference.)

Looking to start the new year on a positive note? This two-day program — developed specifically for experienced municipal officials — gives you that chance by helping to develop your leadership skills and giving you useful tools to bring back to your city!

When you attend this program, you will:

Find creative solutions for working with difficult constituents.

Learn how transparency and public trust are built through ethical leadership skills.

Get tools for clearly communicating decisions that gain support and lead to action.

Understand a decision-making framework that allows for identifying problems, collecting evidence, creating a solution, and implementing a plan.

Hear about the League's priorities for the 2020 legislative session.

Plus, if you attend the Plymouth location, you'll be able to spend time creating connections with newly elected officials during shared sessions and networking time.

—Plymouth Agenda (Jan. 24-25) ([Link to: http://www.lmc.org/page/1/2020AdvancedLearning-PlymouthAgenda.jsp](http://www.lmc.org/page/1/2020AdvancedLearning-PlymouthAgenda.jsp))

—Baxter Agenda (Feb. 28-29) ([Link to: http://www.lmc.org/page/1/2020AdvancedLearning-Agenda-Baxter.jsp](http://www.lmc.org/page/1/2020AdvancedLearning-Agenda-Baxter.jsp))

—Hotel Information ([Link to: http://www.lmc.org/page/1/2020AdvancedLearning-Hotel.jsp](http://www.lmc.org/page/1/2020AdvancedLearning-Hotel.jsp))

Fee: \$275

Please note: The conference fee does not include lodging.

Date and Location:

Jan. 24-25—Plymouth

Crowne Plaza Minneapolis West

3131 Campus Drive (view map ([Link to: https://goo.gl/maps/rGR4X6Piwer](https://goo.gl/maps/rGR4X6Piwer)))

Plymouth, MN 55441

Local Phone Number: (763) 559-6600

National Reservations: (877) 227-6963

Feb. 28-29—Baxter

Arrowwood Lodge at Brainerd Lakes

6967 Lake Forest Road (view map ([Link to: https://goo.gl/maps/crPY2fgU3orytsGL6](https://goo.gl/maps/crPY2fgU3orytsGL6)))

Baxter, MN 56425

Local Phone Number: (218) 822-5634

Your LMC Resource

Contact **Kate Brenna**

Engagement & Learning

Administrative Assistant

(651) 281-1249 or (800) 925-1122

kbrenna@lmc.org ([Link to: mailto:kbrenna@lmc.org](mailto:kbrenna@lmc.org))

Cancellation Policy

All cancellation requests must be in writing, emailed, or faxed 7 days prior to the conference and are subject to a 20% handling fee. All unpaid registrations not cancelled 7 days in advance will be billed at the full conference rate; no refunds will be made. Registrants unable to attend may also send a substitute.

Reach Minnesota Cities!



([Link to: http://www.lmc.org/ads/102700](http://www.lmc.org/ads/102700))

Special Thanks to This Year's Sponsors





SEMLM
 Southeastern Minnesota League of Municipalities

www.semlm.org

Annual Meeting
Thursday
January 30, 2020
 Apache Hotel Empire Event Center
 1517 16th Street SW
 Rochester, MN 55902
 Map: <https://tinyurl.com/uv9dmu7>

- 4:30 pm SE MN Regional Transit Program Progress
- 5:30 pm Social Time with cash bar
- 6:30 pm Dinner Choices **Boursin Chicken (C), Parmesan Walleye (W), Four Cheese Ravioli (V)**. Please select below.
- Welcome from City of Rochester
- 7:00 pm SEMLM Business (**Please have your city present for voting**)
 - **VOTE** on new Board members
- 7:15 pm 2020 SEMLM Member Legislative Policy Adoption **VOTE**
- Presentations (More may be added as needed) –
 - SE MN Diversification Loan Fund Bill - SEMLM leading; Changes to bill; SEMLM Member discussion; **VOTE** on bill language to adopt as policy
 - Rochester International Airport 2020 Bonding Bill – Amendments to unpassed 2019 bonding request; Member **VOTE** for adding as supported policy position; Discuss renewed city support resolutions
- 8:28 pm Closing remarks from SEMLM President Eggler. Adjourn meeting. **Open time for networking.**

Hosted by the City of Rochester

Registrations Due Monday, January 27

Send to: Michon Rogers

Executive Assistant, Mayor's Office, City of Rochester, Minnesota
 201 Fourth Street SE, Rochester, MN 55904
 507-328-2700 MRogers@rochestermn.gov

Registration from: _____

Contact Person: _____ Phone: _____ Email: _____

Number meals @ member rate: _____ x \$35 = \$ _____

(Member rate is for current paid SEMLM member cities, SEMLM Community Partners, Invited guests from Counties, Legislature, Regional Organizations, Speakers, and Others with SEMLM invitation)

Number meals @ nonmember rate: _____ x \$70 = \$ _____

Make checks payable to "City of Rochester"

Names of attendees and meal choices.

Circle 'C' for the Boursin Chicken, 'W' for the Parmesan Walleye, or 'V' for the Ravioli Vegetarian entrée. Please note any additional dietary restrictions below and send an email to Michon to note the dietary restriction meals.

_____	C	W	V	_____	C	W	V
_____	C	W	V	_____	C	W	V
_____	C	W	V	_____	C	W	V

Linda Rappe

From: brenda@semlm.org
Sent: Thursday, January 09, 2020 3:20 PM
To: semlmgroup@semlm.org
Cc: nkoverman@stcharlesmn.org; rrstaver@outlook.com; mvahlsing@cityofkenyon.com; councilpersoneggler@cityofkasson.com; kim.beise@ci.red-wing.mn.us; rkbsd15@gmail.com; rylande@hotmail.com; 'Rogers, Michon'
Subject: January 30 SEMLM event in Rochester
Attachments: SEMLM January 2020 Rochester meeting registration.pdf

Dear Friends and Members of the SEMLM,

Happy New Year! Can you believe it's 2020? There's a lot going on in the SEMLM right now, so grab your hat and hang on tight!

Attached is the registration information for our upcoming SEMLM Annual Meeting on January 30th in Rochester.

Exciting reasons you need to attend include:

4:30 pm - Regional Transit and Transportation Updates

Getting workers to work is no simple thing for a transit system, and our region needs a real regional system for transit.

Come hear Brian Carlson of SEH and SE MN Together share his group's work on this topic.

Progress is being made, and that's exciting!

Cities have a role, and that's exciting!

5:30 pm – Social time, Networking, Cash Bar

When do we learn the most? When we are talking to the experts. Our neighboring cities, our Community Partners, and our invited guests for this event all bring their expertise on numerous topics. Bring your brilliance to share, too!

6:30 pm – Dinner

Your choice of three, yes THREE, entrées followed by dessert. Got special dietary needs? We can handle it.

Your tummies and brains need to be fed for the next thing

7:00 pm – SEMLM Business, Updates, Speakers

- Voting for **new Board members!** Yes, have your city represented for voting at this meeting.

- 2020 Legislative **Policy Adoption**

- News from the **Rochester International Airport**

- Updates and member voting on the **SE MN Diversification Loan Fund Bill.**

The **SEMLM is the new lead group working on this bill for SE MN.** The bill is getting revamped. Your ideas, insights, wishes, and goals need to be heard as we finalize the bill language. Come tell us what your community needs, so we can try to wrap this bill package around as many of our regional needs as possible.

- **Moving the SEMLM forward for growth.** Our SEMLM Constitution and Bylaws need updating, and a big part of that will be membership discussion on **adding three new counties of cities: Freeborn, Rice, and Steele.**

The Board has indicated they intend to put this to the membership for a vote, and our Constitution and Bylaws need to be updated to allow that to happen.

More information will be coming to you about why this has come forward, the reasons the Board will put this to the membership for a vote, and what benefits this adds to our existing membership.

This is a really exciting change for our organization to discuss, so don't miss it!

Our January event is always one of the biggest we have each year. Be sure to register for this one, or else you're going to miss out on the best regional discussion for cities in SE MN. You know where that happens, the SEMLM!

Brenda Johnson, Executive Director
Southeastern Minnesota League of Municipalities
PO Box 413
Chatfield, MN 55923
Phone: 507-951-8059
brenda@semlm.org



CITY OF KASSON SCDP (Formerly MIF)

Progress Report

January 1, 2020

No End Date

Residential Rehabilitation

Goal: 6

	Current Months #'s	Last Months #'s
Number of Applications Received	11	11
Number of Applications being Processed	1	3
Full Application Pending Verification	0	3
Apps. Pending Initial Property Inspection	3	0
Applicants Pending Contractor Estimates	0	0
Units in Construction	0	0
Units Completed and Closed	0	0
Applicants Over Income	3	2
Applicants Not Interested/Eligible	4	3
Applicants Located in Target Area "B"	0	0
Applicants Not in Target Area	0	0

	SCDP Funds	Private Funds	Total Funds
Obligated	0.00	0.00	0.00
Estimated	66,000.00	9,000.00	75,000.00
Total	66,000.00	9,000.00	75,000.00
Program Income	0.00	0.00	0.00
Allocation	150,000.00	15,000.00	150,000.00
Balance	84,000.00	6,000.00	90,000.00
Unit Average	#DIV/0!	#DIV/0!	#DIV/0!
Unit Goal	7,500.00	750.00	8,250.00

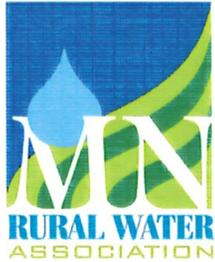
CITY OF KASSON SCDP
 Progress Report
 January 1, 2020
 September 30, 2022

Residential Rehabilitation
Goal: 20

	Current Months #'s	Last Months #'s
Number of Applications Received	3	3
Number of Applications being Processed	0	1
Full Application Pending Verification	1	1
Apps. Pending Initial Property Inspection	0	0
Applicants Pending Contractor Estimates	0	0
Units in Construction	0	0
Units Completed and Closed	0	0
Applicants Over Income	0	0
Applicants Not Interested/Eligible	1	0
Applicants Located in Target Area "B"	1	1
Applicants Not in Target Area	0	0

	SCDP Funds	Private Funds	Total Funds
Obligated	0.00	0.00	0.00
Estimated	22,500.00	750.00	23,250.00
Total	22,500.00	750.00	23,250.00
Program Income	0.00	0.00	0.00
Allocation	450,000.00	15,000.00	450,000.00
Balance	427,500.00	14,250.00	441,750.00
Unit Average	#DIV/0!	#DIV/0!	#DIV/0!
Unit Goal	22,500.00	750.00	23,250.00

Certificate of Membership



Excellence in Training and
Technical Assistance

City of Kasson

In recognition of your concern for safe drinking water in the State of Minnesota.

Commencing December 2019

Expiration November 2020

WE WORK FOR YOU!

Minnesota Rural Water Association
National Rural Water Association

Lori Blair

