

SANDSTONE CITY COUNCIL
WEDNESDAY – SEPTEMBER 18, 2019
6:00 p.m.
AGENDA

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Oath of Office: Randy Riley & Cassie Gaede
5. Additions or Corrections to the Agenda
6. Petitions or Complaints by Residents and/or Council members
7. Public Hearings OR Presentations:
 - i. Presentation: Preliminary 2020 City & EDA Budget/Levy (pgs. 3-6)
8. Consent Agenda:
 - a. Approve Meeting Minutes: August 13, 2019 Special Council Meeting (pgs. 7-8)
 - b. Approve Meeting Minutes: August 21, 2019 Special Council Meeting (pg. 9)
 - c. Approve Meeting Minutes: August 21, 2019 Regular Council Meeting (pgs. 10-19)
 - d. Approve Meeting Minutes: August 27, 2019 Special Council Meeting (pg. 20)
9. Old & Continuing Business:
 - a. Fire Hall Building Improvement Project (pgs. 21-27)
 - b. City Hall Boiler Project (pgs. 28-33)
 - c. Greg Anderson – SEH – Project Updates (pgs. 34-37)
10. New Business
 - a. David Hartwell – Fire Charge Dispute (pgs. 38-46)
 - b. Funds 227, 231, 315 and 323 – Close Out (pg. 47)
11. Reports
 - a. Sheriff’s Deputy Report – August 2019 (pgs. 48-56)
 - b. Fire Department Report – August 2019
 - c. Library Report – August 2019 (pg. 57)
 - d. EDA Meeting – August 28, 2019 (pgs. 58-62)
 - e. Rental Inspection Report – August 2019 (pgs. 63-64)
 - f. Building Inspection Report – August 2019
 - g. Streets & Parks Supervisor Report – August 2019 (pgs. 65-66)
 - h. PeopleService Report – August 2019 (pgs. 67-74)
 - i. Financial Reports
 - i. Cash Balance, Revenue & Expenditure Report – August 2019 (pg. 75)
 - ii. A/P Clerk Claims – August 2019 (pgs. 76-86)
12. Written Notices and Communications
 - i. Pine County Historical Society (pg. 87)
13. Administrator’s Report
14. Adjourn

Comments from Visitors must be informational in nature and not exceed (5) minutes per person

UPCOMING MEETINGS / ITEMS OF INTEREST

September 18 6:00 p.m. – City Council
September 20 8:00 a.m. – Park & Rec Commission
September 23 9:00 a.m. – City Hall Boiler Project
September 23 10:00 a.m. – Fire Hall Building Project
September 24 11:00 a.m. – Transportation
September 24 6:30 p.m. – Sandstone Public Library / ECRL 60th Anniversary
September 25 9:00 a.m. – GPS 45::93 Annual Meeting
September 25 10:00 a.m. – NLX Alliance
September 25 6:00 p.m. – EDA
September 26 2:30 p.m. – Minnesota Housing Partnership
October 9 7:00 p.m. – Planning Commission
October 10 2:30 p.m. – Minnesota Housing Partnership
October 11 8:00 a.m. – Park & Rec Commission
October 15 John Wright Building – Closing
October 16 6:00 p.m. – City Council
October 18-20 Climbers Fest – Robinson Park
October 23 10:00 a.m. – NLX Alliance
October 23 6:00 p.m. – EDA
October 24 2:30 p.m. – Minnesota Housing Partnership
October 28 9:00 p.m. – Sandstone Fire Department Relief Association

CITY OF SANDSTONE
Memorandum

TO: Mayor and City Council
FROM: Kathy George, City Administrator
DATE: September 18, 2019
SUBJECT: Preliminary 2020 City & EDA Budget/Levy

BACKGROUND: The City Council held a work session on August 13th to discuss the proposed 2020 Levy and Budget for the City and for the EDA. The Preliminary Levy and Budget are to be certified to the County Auditor by September 30th. The Final Levy and Budget will be adopted in December. The Final cannot be more than what is adopted for the Preliminary.

A presentation will be given at the Council Meeting.

ATTACHMENTS

- Resolution 20190918-01 Adopting Preliminary City Budget
- Resolution 20190918-02 Adopting Preliminary City Levy
- Resolution 20190918-03 Adopting Preliminary EDA Levy

STAFF RECOMMENDATION:

- Adopt Resolutions
- Set Annual Truth in Taxation Meeting for Wednesday, December 18, 2019, at 6:00 p.m.

ACTION REQUIRED: Motion _____, second _____
Approved _____ Denied _____ Other _____

**CITY OF SANDSTONE
RESOLUTION 20190918-01**

**RESOLUTION ADOPTING
PRELIMINARY 2020 BUDGET**

BE IT RESOLVED by the City Council, City of Sandstone, County of Pine, Minnesota, that the following sums be budgeted for 2020 expenditure for the City of Sandstone for the following purposes:

General Fund	1,240,350
Special Revenue Funds	
Fire Protection	172,593
Debt Service Funds	
Debt Service	109,627
Tax Abatement – Kettle River	5,200
Tax Abatement – Gateway	37,000
Enterprise Funds	
Water Fund	233,100
Sewer Fund	364,450
Storm Sewer Fund	45,400
Capital Funds	
Capital Projects	334,712
Economic Development Fund	36,762
Total Operating Budget	2,579,194

The City Clerk is hereby instructed to transmit a certified copy of this Resolution to the County Auditor of Pine County, Minnesota.

Adopted by the City Council on September 18, 2019.

Peter Spartz, Mayor

Attest:

Kathy George, City Administrator

**CITY OF SANDSTONE
RESOLUTION 20190918-02**

**RESOLUTION ADOPTING PRELIMINARY TAX LEVY
FOR TAXES PAYABLE 2020**

BE IT RESOLVED by the City Council, City of Sandstone, County of Pine, Minnesota, that the following sums of money be levied for the current year collectable 2020 upon the taxable property in the City of Sandstone for the following purposes:

Total General Fund Levy	128,392
Capital Improvements	297,133
Abatement Levy – Kettle River	3,400
Abatement Levy – Gateway	20,000
Debt Service Levy	57,289
Preliminary Tax Levy for Taxes Payable 2020	506,214

The City Clerk is hereby instructed to transmit a certified copy of this Resolution to the County Auditor of Pine County, Minnesota.

Adopted by the City Council on September 18, 2019.

Peter Spartz, Mayor

Attest:

Kathy George, City Administrator

**SANDSTONE CITY COUNCIL
SPECIAL MEETING - WORK SESSION
August 13, 2019**

CALL TO ORDER: 10:00 a.m.

ROLL CALL: Spartz, Palmer, Kester, Devlin, Franklin

Members absent: None

Staff present: Administrator George

Others present: None

PLEDGE OF ALLEGIANCE:

Council and staff recited pledge of allegiance.

SPECIAL ITEMS OF BUSINESS:

2020 Budget Work Session

Council and Staff reviewed the 2020 Proposed Budget and Levy. Administrator George reviewed various proposed changes with the Council, as follows:

- Personnel expenses were increased generally by 3% across the board
- Gen Fund – Furn & Fixtures: increase 5,000 for computer upgrades
- Street Dept – Personnel: increase 59,200 to add one full-time Streets & Parks Maintenance Worker (split with Bldg/Grounds budget)
- Street Dept – John Wright Building: new item – add 40,000 to help with converting the building for the Street Shop
- Law Enforcement: increase 6,942 per contract
- Bldg/Grounds – Personnel: increase 24,708 to add one full-time Streets & Parks Maintenance Worker (split with Street Dept budget)
- Gateway Abatement: decrease 13,200 per projections
- Wild River Levy: decrease 50,000 due to sale of the properties
- Debt Service Fund 315: decrease 27,300 – paid off in 2019
- Debt Service Fund 323: decrease 26,219 – paid off in 2019
- Debt Service Fund 307/322: increase 3,325 to cover bond payment
- Fund 401 – Street Overlays: increase 8,768 to round out the budget
- Fund 401 – City Hall Upgrade: increase 9,162 for the bond payment
- Sewer Fund – Electric: increase 4,000
- Storm Sewer Fund – Improvements/Projects: increase 3,890 to round out the budget

The Council discussed whether or not to continue budgeting 80,000 for a Community Service Officer. This item was included in the 2019 budget; however, no progress has been made on whether or not to move forward with the idea of creating this position. After discussion, the Council decided to reduce this budget item to 40,000 and continue the discussion in 2020.

Overall, the proposed 2020 Levy would increase 4.47%. Tax Capacity for the City is projected to increase about \$52,500. Therefore, a 4.47% levy increase results in a reduction of 3.2315% of the City tax rate, which would be 77.8036%.

The Preliminary Budget and Levy will be presented and adopted at the September 18th Council Meeting.

ADJOURN

Motion Kester, second Palmer to adjourn at 1:00 p.m. Motion carried 5-0.

Peter Spartz, Mayor

Kathy George, City Administrator

**SANDSTONE CITY COUNCIL
SPECIAL MEETING
Wednesday, August 21, 2019, 4:30 p.m.**

CALL TO ORDER: 4:30 p.m.

ROLL CALL: Spartz, Palmer, Devlin, Kester

Members absent: Franklin

Staff present: Administrator George

SPECIAL ITEMS OF BUSINESS:

City Administrator Annual Performance Evaluation

The Council conducted the annual performance evaluation of the City Administrator. In preparation for the meeting, each Council Member was given a performance evaluation packet to fill out. Prior to the meeting, Mayor Spartz and Council Member Kester met to compile all of the input received from the Council Members into one performance evaluation packet. The Council met as a whole at 4:30 p.m. to discuss the overall evaluation.

The Council then met with Administrator George at 5:30 p.m. to review the evaluation. George received an overall rating of exceeds expectations. Goals were discussed for the upcoming year, to include redevelopment of The Rock, marketing the business park, pursue another Small Cities Development Program grant, development of a Child Care Center, development of Robinson Park, and continue to develop and improve relationships.

ADJOURN

The meeting was adjourned at 5:55 p.m.

Peter Spartz, Mayor

Kathy George, Administrator

**Sandstone City Council Meeting Minutes
August 21, 2019**

CALL TO ORDER: 6:00 p.m.

ROLL CALL: Kester, Spartz, Devlin and Palmer

Members absent: Franklin

Staff present: Administrator George and Recording Secretary Nelson

Others present: Greg Anderson w/ SEH, Alanea White, Julena Ranier, Pine County Deputy Zachary Bettschen, Dustin Youngs, Scott McMahon w/ Coalition of Greater Minnesota Cities

PLEDGE OF ALLEGIANCE:

Council, guests and staff recite pledge of allegiance.

ADDITIONS OR CORRECTIONS TO THE AGENDA

Motion Palmer, second Devlin to approve the agenda with the change of moving the Sheriff's Report to the beginning of the meeting. Motion carried 4-0.

PETITIONS OR COMPLAINTS BY RESIDENTS AND/OR COUNCIL MEMBERS: None

PUBLIC HEARING:

Coalition of Greater Minnesota Cities

Scott McMahon, senior lobbyist with Flaherty & Hood, P.A., gave a quick update on the legislative session this year and the plans for the 2020 session. CGMS represents 97 cities across the state and works on a number of issues such as local government aid, property taxes, economic development, annexation and environmental regulation. Efforts made by CGMS resulted in the restoration of local government aid (LGA) to the 2002 levels. They were working on a bonding bill that would fully fund wastewater programs, child care capital grants, economic development (BDPI) programs, child care grants for training and business development, and support for a comprehensive transportation package.

Other accomplishments for this legislative session include \$1.8M more for Greater Minnesota Business Development Public Infrastructure Grant Program (BDPI), \$40M for Border to Border Broadband Development Program, \$1.3M for Job Training Incentive Program, and a new program that provides \$750K for airport infrastructure renewal (AIR) grants. The silver linings for CGMC during this session included fending off cuts to Corridors of Commerce and passing historic city streets investment in the House. Looking ahead to 2020 will include potential discussion of LGA formula changes and a large bonding bill to affect child care, PFA wastewater/water funding, BDPI and other economic development programs.

CONSENT AGENDA:

Motion Palmer, second Devlin to approve the following Consent Agenda items:

- **July 17, 2019 Regular Council Meeting Minutes**
- **July 30, 2019 Special Council Meeting Minutes**
- **Hiring Streets & Parks Seasonal Summer Assistant (Temporary position).**

Motion carried 4-0.

OLD & CONTINUING BUSINESS:

Fire Hall Building Improvement Project

Work completed so far includes demolition of windows and doors, finished and poured window sills, air lines installed in shop, air compressor demoed/removed from mechanical room, removed existing sidewalks, started removing liner steel and insulation for cutting in new windows, windows cut in north end of shop area, window openings framed in office area, removed light fixtures from exterior office walls, installed weather barrier, windows installed in office area, started installing foam insulation, installed RPZ valve, water fill installed in water line, hollow metal door frames delivered and tuck pointing is underway.

Work scheduled for the week of August 19 includes finishing the installation of foam on the back wall, finish tuck pointing, start installing hollow metal door frames, start installing siding, pour concrete sidewalks and pads for air handler & air conditioner and set up shoring for demo above middle garage overhead door.

The Contractor has submitted Pay Application No. 1 in the amount of \$23,940.00. Project Engineer LHB has approved the payment.

The Contractor has submitted the following Proposal Requests (change orders):

PR-01 is for modifications to the door frames for the keyless entry system (electric strikes). This change will result in an increase of \$1,901.11.

PR-02 is to cut out a 10' x 50' area of bituminous near the front door and replace it with new bituminous. This change will result in an increase of \$8,690.00. There was discussion about whether or not to just do a temporary patch between the bituminous and the new sidewalk section because, in the future, the City may decide to reconstruct the parking lot. However, it was felt that this section is failing from underneath the surface and should be replaced now.

PR-03 is to allow for a regular garden hose outlet on the back side of the building. There currently is one; however, it will be removed as part of the project and a new one wasn't included in the specifications. A price for this change has not been received yet from the contractor; however, Administrator George asked for consideration to approve the work so that the project will not be held up.

The contract has a line item for the SANDSTONE FIRE DEPARTMENT sign on the building in the amount of \$3,534. Administrator George is considering removing the item from the contract and holding a "Design the Sign" contest.

Motion Spartz, second Palmer to approve Payment Application No. 1 to Haug Construction for the Fire Hall Building Improvement project in the amount of \$23,940.00. Motion carried 4-0.

Motion Palmer, second Spartz to approve Proposal Request No. 1 (keyless entry strikes) for an addition of \$1,901.11, Proposal Request No. 2 (bituminous patch) for an addition of \$8,690.00, and Proposal Request No. 3 (garden hose outlet) with the price to be provided by the contractor. Motion carried 4-0.

Administrator George reported that the construction costs up to this point are projected to be \$438,491.11. The bond funds available for this project are \$459,000.

City Hall Boiler Project

Progress Report: The boilers have been installed. The crew is working on the piping. Not much more can be done until the baseboard arrives (in 2 weeks) and VAVs arrive (in 4 weeks) and coils arrive (in 6 weeks). Completion is anticipated for late September.

The Contractor has submitted Payment Application No. 1 in the amount of \$47,785.00. The Project Engineer has approved the payment.

The Contractor has also submitted the following Proposal Requests (change orders):

PR-01 to address unforeseen conditions that were discovered during demolition such as rerouting piping, additional pipe chases, lowering ceilings, relocating a cabinet and relocating electrical outlets. A credit will also be applied in the amount of \$180.00 because the contractor will not need to remove and reinstall a ceiling in the boiler room. This change will result in an increase of \$7,175.80.

PR-02 to add wood blocking and resilient base at exterior walls throughout the project area. This change will result in an increase of \$1,795.00.

PR-03 is for adding temperature controls (9 spots). The Contractor's price for this work is \$11,022.24. The engineer is pushing back on this so it will probably be less than that.

Motion Palmer, second Devlin to approve Payment Application No. 1 to Lundberg Plumbing & Heating for the City Hall Boiler Project in the amount of \$47,785.00 Motion carried 4-0.

Motion Devlin, second Spartz to approve Proposal Request No. 1 and 2 for unforeseen conditions in the amounts of \$7,175.80 and \$1,795.00, and No. 3 for adding temperature controls in 9 locations for \$11,022.24. Motion carried 4-0.

Administrator George reported that the construction costs up to this point are projected to be \$288,793.04. The bond funds available for this project are \$288,000.00.

Greg Anderson – SEH – Project Updates

Engineer Greg Anderson provided the following updates:

- MCCU Sewer Line – The City hired Olson's Sewer Service to clean and televise the sewer service line from the building to the City sewer main in Lundorff Drive on July 2. A dip occurs in the service line in the area of the ditch between the MCCU parking lot and Lundorff Drive. Anderson's determination is that this is not the City's responsibility to remedy. MCCU's construction manager disagrees and is working on a response. Anderson estimates the potential cost for the fix to be approximately \$5,000. The Council asked Anderson to discuss the possibility of splitting the cost with the MCCU construction company, as they would like to remedy the problem before the winter.
- River Bluff Project – The contractor is working on final punch list items. Outstanding issues include foreign objects in 2 service wyes and a rolled gasket in the main sewer line. The contractor has agreed to work with a company to address the rolled gasket issue without tearing up the pavement. The service wyes need to be cleaned and televised to verify that the 2 foreign objects are gone. The decision to pave the alley is also still outstanding.

- Pine Avenue Project – City plans have been updated and Anderson is coordinating with MnDOT for construction in 2021. Anderson will provide a cost estimate.
- Nursing Home Sewer Line – Televising found a partially collapsed pipe just east of the building. An open cut repair appears difficult. SEH is preparing a quote package to solicit quotes to repair and line the project yet this fall. Quotes should be available at the September Council meeting for decision. Anderson estimates the cost to be \$30.00 per foot.
- Water Loop Project – Now that the new route has been selected by the Council (Old Military Road to Airport Road to Lunderoff Drive), the estimated project cost is \$700,000. The project was resubmitted to the Minnesota Public Finance Agency for potential loan funding for construction in 2020. Plans will need to be prepared this fall/winter. There is the possibility of a partial loan forgiveness, but this will not be known until later in the process. The Council asked Anderson to also look at an alternate route that would make a complete water loop, rather than a T at Lunderoff Drive. Anderson also questioned whether or not the Council would want to pave Old Military Road to Airport Road. No decision was made.
- SCDP Grant Administration – Anderson submitted a proposal to complete all the grant requirements for the water improvement project at the water treatment plant for \$20,000 including expenses and equipment. He reported that the plans are ready for final City review and approval for bidding once the grant process is underway. He anticipates a late-2019 construction start, with completion in 2020.

Motion Kester, second Devlin to approve the proposal from SEH for SCDP Grant Administration related to the water improvement project in the amount of \$20,000. Motion carried 4-0.

NEW BUSINESS:

Family Pathways – Parking Request

Representatives from Family Pathways attended the July Council Meeting and spoke under “Petitions or Complaints by Residents and/or Council Members”. They stated their frustration and concern that parking in front of the Family Pathways building is not restricted. The City agreed to have staff review the matter and place the item on the August Council Agenda.

Administrator George reported that is one sign/post in front of Family Pathways. The text on the sign is completely faded. It is believed that this was a 15-minute parking sign. There are two “No Parking Between Signs” signs on either side of the driveway going into the Arlen Krantz Ford Dealership/Shop. There is also a 2-hour parking sign in front of The Gas Light (on the same block). This appears to be the only 2-hour parking sign downtown.

George checked with the County regarding authority to place parking signs. The following response was received from County Engineer Mark LeBrun:

“You can put up whatever parking signs you want. A handicap space would require significant curb and sidewalk changes and would have to be designed by an engineer at the city’s expense.”

Motion Devlin, second Spartz to place two 15-minute parking signs in front of the Family Pathways building and to remove the 2-hour parking sign by the Gas Light building. Motion carried 4-0.

Dustin Youngs & Amanda Olsen – Vehicle Parking

Dustin Youngs resides at 1321 State Highway 23 North. On August 6th, staff sent him a notice regarding Unlicensed/Junk Vehicle, stating that the vehicle must be properly licensed or removed from

the property and properly stored no later than noon on August 18th; otherwise, the City would have the vehicle towed.

Youngs was present and asked the City Council to consider an exception due to the vehicle being used off-road only. He asked why the ordinance was in place. Administrator George stated that she did research on “Monster Trucks” which do not normally get licensed. She suggested they be treated as recreation vehicles and went over the requirements that would allow Youngs to keep two recreational vehicles on his property. Youngs objected to the Council having any restrictions on his property. Consensus of the Council was to treat these vehicles as recreational vehicles, which would be subject to City Code 515.37, subdivision 13.

Sale of 329 Minnesota Street

The City acquired 329 Minnesota Street last year along with 4 other tax forfeited properties. Since that time, the City conducted asbestos testing and abatement, followed by demolition of all structures on the site. The City also removed several trees that were a concern to the neighboring property. To date, the City has expended \$13,137.80 on this property.

Previously, the Council had determined to offer this property for sale on a sealed bid process. The City advertised for bids in the 7/4, 7/11 and 7/18 editions of the Courier and 7/13 edition of the Evergreen. One bid was received from Freda Nelson in the amount of \$9,000, contingent upon the City providing a survey of the property. Administrator George has ordered the requested survey.

Motion Devlin, second Spartz to accept the bid from Freda Nelson for \$9,000 for the purchase of 329 Minnesota Street. Motion carried 4-0.

Brandon Devlin Resignation

Council Member Devlin has submitted a letter of resignation effective August 30th because he is moving out of Sandstone. Devlin is currently serving a 4-year term: January, 2019 through December, 2022.

Motion Spartz, second Palmer to accept Brandon Devlin’s resignation, with appreciation. Motion carried 4-0.

Council Vacancies

Recently, Council Members Franklin and Devlin have both resigned their Council seats as both of them are moving out of town. Both Franklin and Devlin are serving 4-year terms, which expire in December, 2022. Administrator George stated that the Council must pass a resolution declaring the vacancies.

Since more than 2 years remain in each of the terms, the Council can either hold a special election now to fill the term through the December 2022 expiration; or appoint two people to fill the two vacancies until December 2020 and then hold a special election for the remaining 2 years of the term.

After the July 17 council meeting, when Franklin tendered his resignation, the Council directed staff to advertise for interested candidates. Five people have submitted the City Council Candidate Questionnaire:

- Oliver Dykstra
- Cassie Gaede

- Stacey Horton
- Julena Rahier
- Randy Riley

Discussion centered around whether or not to hold a Special Election now, or to appoint two of the candidates and hold the Special Election in November, 2020. The concern was that all 5 Council seats could be on the November, 2020 ballot. Consensus of the Council was to set a Special Council Meeting on Tuesday, August 27th, at 6:00 p.m. for the purpose of interviewing the five candidates and deciding how to proceed.

Motion Palmer, second Kester to approve Resolution No. 20190821-01 declaring two vacancies on the Sandstone City Council effective September 1, 2019. Motion carried 4-0.

Union Contract Ratification

The current union contract between the City and International Union of Operating Engineers, Local #49 expired on December 31, 2018. The City began negotiations with the union on December 4th, 2018. The process was put on hold while the City was pursuing a unit clarification through the Bureau of Mediation Services. The BMS issued their determination on June 20th, 2019. Contract negotiations then resumed.

Through the process, the City Council held two closed meetings to discuss strategy. The negotiating committee had two meetings with the union business agent and the union steward and both sides have reached tentative agreement on a contract that would cover January 1, 2019 through December 31, 2021.

The new contract removes the fair share language and changes the vacation/sick leave to PTO in 2020. Health and welfare insurance monthly premium contributions will increase by 4% in 2020 and another 4% increase in 2021. Premiums over those amounts will be split 50/50 between the employee and the City. Overtime language, banked comp time, on-call stipend for streets and parks employees, a call out minimum, and the longevity schedule were addressed. Wages for the Streets and Parks Maintenance position is to be the same as the Deputy Clerk position. All positions receive a 3% base rate increase each year of the contract.

Motion Devlin, second Spartz to ratify the union contract between the City and International Union of Operating Engineers, Local #49. Motion carried 4-0.

City Administrator Performance Evaluation

During the Administrator's evaluation the Council reviewed the successes thus far and went over some goals for the upcoming year. In accordance with the Administrator's contract, she will receive a 1.8% cost of living adjustment effective August 1, 2019.

REPORTS:

Sheriff's Deputy Report – July 2019

Deputy Bettschen was present to report on July activities. He stated that Quarry Days went well; just a couple of calls associated with the beer garden. Calls have been picking up with the warm weather. There were several people jailed and issued citations for trespassing on the roof of the old school. There is a hole in the chain link fence and an outside door was open. There is only one sign left in regards to

trespassing; the City may want to add more. The Sheriff's Department is working with the Rental Inspector and there are over thirty citations going out next week. Robinson Park has not been as busy as it was earlier in the summer but it is being patrolled each evening.

Fire Department Report – July 2019

The Department had four calls during the month: 1 aircraft standby, 2 medical assists, and 1 fire in a mobile property. The Department will conduct the house training burn at 310 Park Avenue on October 19th. The Council thanked the Fire Department for getting the Fire Hall ready for Quarry Days. The Relief Association received their Investment Report Card from the State Auditor for the year ended December 31, 2018.

Library Report – July 2019

Administrator George gave an update on the progress of The Rock redevelopment to the Library Board. The Library sponsored the children's program Science Tellers. They engaged the entire room with their story of an Alien abduction. The crowd loved the story and the kids could hardly sit still. The Summer readers have been busy and many are on the Extra Innings score sheet. They have had several ongoing passive programs relating to Space and the kids are having fun with them. The Friends were busy with the annual book sale during Quarry Days. Library staff answered 276 reference questions and saw 1,424 patrons.

Small Cities Development Program Update

The following update was received:

- Owner-Occupied Housing: Projects on 7 properties are completely finished, 4 properties are in the construction phase, and 4 properties are waiting for their loans to close before they can proceed with bidding. The budget for owner-occupied projects is \$350,000. There is currently an available balance (after all committed funds) of \$95,412.00.
- Commercial: Projects on 3 properties are completely finished. The budget for commercial projects is \$162,000. There is currently \$13,096.59 available. If this amount is not used by the end of the year, the City could decide to use it for owner-occupied housing projects.

EDA Meetings – July 24, 2019 and August 7, 2019

At the July 24th EDA meeting, the EDA discussed potential property sales and purchases. They approved a Community Economic Development Loan for Mary Thorvig at the ARCO Gas Station/Car Wash. They approved an extension of the due diligence period for Sandstone Development, LLC.

The August 7th EDA meeting was a work session on the Lundorff Drive/Business Park project. Several issues were discussed; such as, project expenses, lot purchase prices, special assessments, shortfalls, interfund transfers, and interfund loans.

Approve Interfund Transfers

The Consensus of the EDA at their August 7th meeting was to recommend the City Council approve the following transfers, due to coding errors that occurred throughout the course of the Lundorff Drive/Business Park project:

Fund	Credit	Debit
421 – M&B Park		70,245.50
401 – Cap Imp	34,229.43	
228 – EDA	16,989.99	
101 – General	25,206.42	2,097.32
406 – KC TIF		3,491.70
411 – Gateway Abate		591.32
TOTAL	76,425.84	76,425.84

Motion Devlin, second Palmer to approve the fund transfers related to the Lundorff Drive/Business Park project as recommended by the EDA. Motion carried 4-0.

Planning Commission Meeting – August 14, 2019/August 19, 2019

Dollar General Variance Request

The City received an application for a Variance from Greg Oleszczuk, Midwest MN, LLC to allow for 33 off-street parking stalls with typical dimensions of 9-feet x 20-feet for a new Dollar General retail establishment to be developed on the vacant lot located at the southwest corner of Ashley Street and State Highway 123. City code requires 49 parking stalls for this project.

The Planning Commission did not have a quorum at the August 14th meeting; therefore, the Public Hearing was recessed until Monday, August 19th at 7:00 p.m. The Planning Commission did have a quorum and proceeded with the Public Hearing. One comment had been received prior to the Public Hearing regarding stormwater runoff. This issue will be further addressed during the building permit review process. The Planning Commission recommends that the City Council approve the variance request.

Motion Kester, second Palmer to approve the Variance for the Dollar General development to allow for 33 off-street parking stalls, which is 16 parking stalls less than required by City Code. Motion carried 4-0.

Rental Inspection Report – July 2019

Inspector Andrew Luedtke submitted a written report. 12 units had a 1st time inspections; 2 units were brought within compliance via re-inspection; 286 total units are registered. The Pine County Sheriff’s Department has been contacted to initiate issuing citations to six property owners. The Inspector is currently working with a couple of property managers to ensure they provide the proper paperwork for exceptions to the inspection requirements. Administrator George mentioned the possibility of adopting Administrative Fines instead of going through the court process.

Building Inspection Report – July 2019

Building Official Richard Drotning submitted a written report. 6 building and maintenance permits were issued in July. There are currently 13 ongoing building permits and 5 ongoing Right of Way permits. Drotning is also concentrating on enforcing the building maintenance code throughout town.

Streets & Parks Supervisor Report – July 2019

Supervisor Craige Hiler provided a written report. The crew filled potholes, graded gravel roads and alleys, cleaned catch basins, mowed road ditches and shoulders, hauled brush piles from Robinson Park, stained the support structure of the Robinson Park entrance sign, stained the stairs and railings on the bandshell in Train Park, cut and hauled out a dead tree from the cemetery, and worked on various equipment maintenance items. Hiler is working on a list of streets that are in need of major repair or replacement. He is also getting quotes for repairing the roof of The Rock. The Zamboni was sold on the Public Surplus Auction site for \$405. The 1999 Chevy truck sold for \$1,050.

Safety Committee Meeting

The June 18th meeting focused on Personal Protective Equipment. July 2nd training covered Traffic Control Work Zone Safety and Heat Illnesses. The July 30th meeting covered Portable Jack Inspection checklist, Hoist checklist, and Chain checklist. October training will cover CPR/First Aid/AED Use.

PeopleService Report – July 2019

People Service Contractor Alex Leger provided a written report. He went around town and pushed down standpipes in sidewalks and streets. He dealt with a high service pump failure which caused the City water to smell different. He replaced a broken standpipe at 112 Division. He worked with others to spray weeds and cut down trees at the sewer ponds. He had to pull and clean out Lift Pump #2 at the wastewater treatment plant due to rag blockage.

Monthly Compensation Increase

Pursuant to the Operations and Maintenance Agreement the City has with PeopleService, the monthly compensation is adjusted each January 1st, based on the change in the Consumer Price Index for All Urban Consumers. Effective January 1, 2020, the monthly compensation will change from \$10,061 to \$10,222.

Motion Devlin, second Spartz to approve the monthly compensation increase of \$161 for PeopleService. Motion carried 4-0.

Financial Reports

Motion Palmer, second Devlin to accept the Cash Balance, Revenue & Expenditure Report for the month of July, and the A/P Clerks Claims for July in the total amount of \$364,789.53. Motion carried 4-0.

WRITTEN NOTICES AND COMMUNICATIONS:

The City received a notice from the MN Dept of Health stating that the Service Connection Fee will increase January 1, 2020. This is the first increase since 2005. It will amount to about \$0.28 per month per connection.

ADMINISTRATOR’S REPORT: The Administrator reported on the following items:

- Quarry Days
The Administrator gave a presentation at the All Class Reunion regarding The Rock Kettle River Watershed Mural – there were complaints that the mural was blocked during Quarry days

The Sandstone Area Chamber of Commerce donated the stage/podium for parade announcements

- Active Shooter Presentation – August 16th
Good introduction to the issue, things to think about
Run, Hide, Fight – depending on circumstances
- 1999 Chevrolet 1500 4WD Truck
Sold on Public Auction for \$1,050
- Cemetery Retaining Wall
2 Quotes Received: MPJ for \$13,500; Roberts for \$9,800
Moved ahead with Roberts
Project completed, except for some touch up
- Transportation Meeting – August 22nd at 5:00 p.m.
Meeting with Arrowhead Transit and interested community members
Discussing needs, Dial-a-Ride possibilities
- City Hall Elevator – Out of Order
Person got stuck on Saturday
Parts coming; hopefully by Friday
- Property Clean Up – Abatement occurred on August 15th
422 Court Avenue
717 Commercial Avenue

ADJOURN

Motion Devlin, second Palmer to adjourn at 8:50 p.m. Motion carried 4-0.

Peter Spartz, Mayor

Kathy George, Administrator

**SANDSTONE CITY COUNCIL
SPECIAL MEETING
Tuesday, August 27, 2019, 6:00 p.m.**

CALL TO ORDER: 6:15 p.m.

ROLL CALL: Spartz, Palmer, Devlin, Kester, Franklin

Members absent: None

Staff present: Administrator George

Others present: Oliver Dykstra, Cassie Gaede, Stacey Horton, Julena Rahier, Randy Riley

SPECIAL ITEMS OF BUSINESS:

City Council Candidate Interviews

Recently, Council Members Franklin and Devlin have both resigned their Council seats effective August 31, 2019, as both of them are moving out of town. Both Franklin and Devlin are serving 4-year terms, which expire in December, 2022. The Council had determined to appoint their replacements and to hold a Special Election in November, 2020, for the remaining two years of the terms. The City advertised for interested candidates. Five people submitted the City Council Candidate Questionnaire.

The purpose of the Special Council Meeting was to interview the five candidate and decide how the Council would like to proceed. Each candidate was interviewed.

City Council Vacancies

Mayor Spartz informed the Council that the resigning members (Devlin and Franklin) cannot vote for their own replacement. They can, however, vote for the other's replacement. He also stated that in the event of a tie vote, he will have the authority to make the appointment.

Beginning with Devlin's seat, a motion was made by Spartz, seconded by Franklin, to appoint Randy Riley to the vacant seat. Motion passed 4-0, with Devlin abstaining.

Regarding Franklin's seat, a motion was made by Devlin to appoint Julena Rahier. Mayor Spartz called for a second to the motion. The motion died for lack of a second.

A motion was made by Palmer to appoint Oliver Dykstra to Franklin's seat. Mayor Spartz called for a second to the motion. The motion died for lack of a second.

A motion was made by Spartz, seconded by Kester, to appoint Cassie Gaede to the vacant seat. Motion passed 3-1, with Devlin dissenting and Franklin abstaining.

ADJOURN

Motion Franklin, second Devlin to adjourn. Motion passed 5-0. Time 8:10 p.m.

Peter Spartz, Mayor

Kathy George, Administrator

CITY OF SANDSTONE
Memorandum

TO: City Council
FROM: Kathy George, City Administrator
DATE: September 18, 2019
SUBJECT: Fire Hall Building Improvement Project

BACKGROUND: The project continues to move along well, with erecting of steel underway, lintel placement in progress, bearing plates installed for middle overhead door, and make-up air unit installed.

Week of September 16th – finish up steel, finish block around lintels, install windows in shop area, finish siding on office area, start roofing/canopy work.

Week of September 23rd – Install middle overhead door, finish roofing/canopy, finish siding on garage area, install exterior doors.

Week of September 30th – project wrap up, site cleaning

The Contractor has submitted Pay Application No. 2 in the amount of \$109,421.00. Project Engineer LHB has approved the payment.

The Contractor has submitted the following Proposal Requests (change orders):

PR-04 for circuit and wiring to connect the new compressor, resulting in an increase of \$834.69

PR-05 for electrical work on 4 keyless entry door strikes, resulting in an increase of \$3,692.68

PR-06 is a deduct because existing ductwork can be used, resulting in a decrease of \$149.10

The construction budget is \$449,295. After these PR's, the current total is \$444,101.03, leaving a remaining balance of \$5,193.97 at this point.

ATTACHMENTS Payment Application No. 2
Proposal Request Nos. 4, 5 & 6

STAFF Approve Payment Application No. 2
RECOMMENDATION: Discuss/Approve Proposal Request Nos. 4, 5, & 6
ACTION REQUIRED: Motion _____, second _____
Approved _____ Denied _____ Other _____

AIA® Document G702™ – 1992

Application and Certificate for Payment

TO OWNER: City of Sandstone 119 Fourth Street Sandstone, MN 55072	PROJECT: Sandstone Fire Hall Sandstone, MN	APPLICATION NO: 002 PERIOD TO: August 31, 2019 CONTRACT FOR: General Construction CONTRACT DATE: June 11, 2019 PROJECT NOS: / 1396 /	Distribution to: OWNER: <input checked="" type="checkbox"/> ARCHITECT: <input checked="" type="checkbox"/> CONTRACTOR: <input checked="" type="checkbox"/> FIELD: <input type="checkbox"/> OTHER: <input type="checkbox"/>
FROM CONTRACTOR: Mark Haug Construction, Inc. 11754 FAIRWAY ROAD SW	VIA ARCHITECT: LHB Inc. 701 Washington Ave N Suite 200 Minneapolis, MN 55401		

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM	\$427,900.00
2. NET CHANGE BY CHANGE ORDERS	\$0.00
3. CONTRACT SUM TO DATE (Line 1 + 2)	\$427,900.00
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)	\$140,380.00
5. RETAINAGE:	
a. <u>5.00</u> % of Completed Work (Column D + E on G703)	\$7,019.00
b. <u>0</u> % of Stored Material (Column F on G703)	\$0.00
Total Retainage (Lines 5a + 5b or Total in Column I of G703)	\$7,019.00
6. TOTAL EARNED LESS RETAINAGE	\$133,361.00
(Line 4 Less Line 5 Total)	
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT	\$23,940.00
(Line 6 from prior Certificate)	
8. CURRENT PAYMENT DUE	\$109,421.00
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	\$294,539.00

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$0.00	\$0.00
Total approved this Month	\$0.00	\$0.00
TOTALS	\$0.00	\$0.00
NET CHANGES by Change Order		\$0.00

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: _____
 By: [Signature] Date: 9-4-19
 State of: MN
 County of: Pine
 Subscribed and sworn to before me this 4th day of Sept., '19
 Notary Public: [Signature]
 My Commission expires: 1/31/20



ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED 109,421 \$109,421.00
 (Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

ARCHITECT: [Signature] Date: 9/5/19
 By: _____

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

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PERFORMANCE
DRIVEN DESIGN.
LHBcorp.com

Proposal Request

Date: September 9, 2019 PR No.: 04
 Project: Sandstone Fire Hall LHB Project No.: 180189.01
 Exterior & Mechanical Improvements
 Owner: City of Sandstone, Minnesota Architect: LHB
 Contractor: Mark Haug Construction Contract For: Construction

Please submit an itemized cost for changes in the Contract Sum and Contract Time for proposed modifications to Contract Documents. Submit your cost within five days or notify Architect of the date you anticipate submitting your proposal.

This is not a change order or a direction to proceed with the work described in the proposed modifications.

PROVIDE COMPRESSOR ELECTRICAL CONNECTION

Reason: Owner Request Unforeseen Condition Code Other

1. Refer to Drawing Sheet E101 – LEVEL 1 LIGHTING, POWER, AND TECHNOLOGY:
 - a. In room 105, note #4 no existing circuit and wiring existed for connecting up the new compressor. Please provide connection to the new compressor including a disconnect to the panels in room 104.

Labor*	\$ 495.00	_____
Materials*	\$ 299.94	_____
OH&P	\$ 39.75	_____
<input checked="" type="checkbox"/> Add <input type="checkbox"/> Deduct	\$ _____	_____
(Circle One)		

TOTAL ADD/DEDUCT: \$ 834.69

*Provide an attachment with detailed breakdown of costs.

Does Proposed Change involve a change in Contract Time? No Yes (Increased)(Decreased) ___ days.

Attachments: None

Request By: Steve McNeill, Architect _____

- c: Electronic copies/e-mail only
 LHB File 180189-804, CIP, SHM, SDC (LHB)
 K. George (Sandstone)
 J. Plasek (MHC)

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PERFORMANCE
DRIVEN DESIGN.
LHBcorp.com

Proposal Request

Date: September 9, 2019 PR No.: 05
 Project: Sandstone Fire Hall LHB Project No.: 180189.01
 Exterior & Mechanical Improvements
 Owner: City of Sandstone, Minnesota Architect: LHB
 Contractor: Mark Hang Construction Contract For: Construction

Please submit an itemized cost for changes in the Contract Sum and Contract Time for proposed modifications to Contract Documents. Submit your cost within five days or notify Architect of the date you anticipate submitting your proposal.

This is not a change order or a direction to proceed with the work described in the proposed modifications.

PROVIDE ELECTRIC STRIKE DOOR HOOKUP

Reason: Owner Request Unforeseen Condition Code Other

1. Refer to Drawing Sheet A101 – FIRE HALL- FLOOR PLAN AND ROOF PLAN:
 - a. Provide electrical conduit and wiring from 4 doors with electric strikes back to an Owner provided Controller system in room 112. Doors are 101, 102, 114.1 and 114.3. Provide EMT to above ceiling in Office area and to bar joist level in Apparatus Bay. Provide low voltage cabling back to the Controller. Provide power to Controller system.

Labor*	\$ 2,574.00
Materials*	\$ 942.84
OH&P	\$ 175.84
<input checked="" type="radio"/> Add <input type="radio"/> Deduct	\$ _____
(Circle One)	

TOTAL ADD/DEDUCT: \$ 3,692.68

*Provide an attachment with detailed breakdown of costs.

Does Proposed Change involve a change in Contract Time? No Yes (Increased)(Decreased) ___ days.

Attachments: None

Request By: Steve McNeill, Architect _____

- c: Electronic copies/e-mail only
 LHB File 180189-804, CIP, SHM, SDC (LHB)
 K. George (Sandstone)
 J. Plasek (MHC)

M:\18proj\180189\800 Construction\804 PR\Fire Hall\180189 Sandstone Fire Hall PR 05 Elect Door Hookup.docx



PERFORMANCE
DRIVEN DESIGN.
LHBcorp.com

Proposal Request

Date: September 9, 2019 PR No.: 06
 Project: Sandstone Fire Hall LHB Project No.: 180189.01
 Exterior & Mechanical Improvements
 Owner: City of Sandstone, Minnesota Architect: LHB
 Contractor: Mark Haug Construction Contract For: Construction

Please submit an itemized cost for changes in the Contract Sum and Contract Time for proposed modifications to Contract Documents. Submit your cost within five days or notify Architect of the date you anticipate submitting your proposal.

This is not a change order or a direction to proceed with the work described in the proposed modifications.

MUAU DUCT CREDIT

Reason: Owner Request Unforeseen Condition Code Other

1. Refer to Drawing Sheet M151 – FIRE HALL MECHANICAL:
 - a. Existing ductwork connection to MAU-1 was found to be in good condition and reusable. Provide amount of credit to Owner for not having to replace the ductwork, including not having to patch adjacent surfaces.

Labor*	\$ 80.50
Materials*	\$ 61.50
OH&P	\$ 7.10
(Add) <u>(Deduct)</u>	\$ _____
(Circle One)	

TOTAL ADD/DEDUCT: \$ 149.10

*Provide an attachment with detailed breakdown of costs.

Does Proposed Change involve a change in Contract Time? No Yes (Increased)(Decreased) ___ days.

Attachments: None

Request By: Steven McNeill, Architect

c: Electronic copies/e-mail only
 LHB File 180189-804, CIP, SHM, SDC (LHB)
 K. George (Sandstone)
 J. Plasek (MHC)

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CITY OF SANDSTONE
Memorandum

TO: City Council
FROM: Kathy George, City Administrator
DATE: September 18, 2019
SUBJECT: City Hall Boiler Project

BACKGROUND: Work is moving along. The crew continues to work on piping and installing new baseboards.

The Contractor has submitted Payment Application No. 2 in the amount of \$27,550.00. The Project Engineer has approved the payment.

The Contractor has submitted Proposal Request No. 4 (change order) to install a bulk chemical feeder tank for the boiler, which will result in an increase of \$339.00.

Last month, I informed you that the contractor had submitted Proposal Request No. 3 to add control valves. At that time, they proposed an increase of \$11,022.24; however, the amount was amended to be \$5,551.35.

The Contractor has also submitted a deduct of \$5,000 because the in-floor heat will not be installed in the Library.

The budget for construction is \$282,240. After PR No. 4, the total amount expended to date is \$278,661.15, leaving a balance of \$3,578.85.

ATTACHMENTS Payment Application No. 2
Proposal Request No. 4

STAFF RECOMMENDATION: Approve Payment Application No. 2
Discuss / Approve Proposal Request No. 4

ACTION REQUIRED: Motion _____, second _____
Approved _____ Denied _____ Other _____



Invoice

DATE	INVOICE #
8/30/2019	17753

BILL TO
City of Sandstone 119 Fourth Street Sandstone, MN 55072

P.O. NO.	TERMS	PROJECT
		Sandstone City Hall ...

DESCRIPTION	Est Amt	Prior Amt	Prior %	Curr %	AMOUNT	Total %
HYDRONIC HEATING PIPE AND FITTINGS	16,900.00	8,000.00	47.34%	47.34%	8,000.00	94.68%
HYDRONIC HEATING EQUIPMENT	29,100.00	16,500.00	56.70%	30.93%	9,000.00	87.63%
PIPE INSULATION	12,850.00			0.00%	0.00	0.00%
DEMO LABOR	6,400.00	5,000.00	78.13%	0.00%	0.00	78.13%
PIPING LABOR	42,450.00	10,300.00	24.26%	28.27%	12,000.00	52.53%
HVAC EQUIPMENT	25,600.00			0.00%	0.00	0.00%
HVAC LABOR	27,300.00			0.00%	0.00	0.00%
HVAC INSULATION	5,600.00			0.00%	0.00	0.00%
TEMP CONTROL EQUIPMENT	22,000.00			0.00%	0.00	0.00%
TEMP CONTROL LABOR	32,000.00			0.00%	0.00	0.00%
ELECTRICAL MATERIAL	4,800.00			0.00%	0.00	0.00%
ELECTRICAL LABOR	10,800.00			0.00%	0.00	0.00%
ACCOUSTICAL CEILING	3,000.00			0.00%	0.00	0.00%
TEST AND BALANCE	7,500.00			0.00%	0.00	0.00%
GENERAL CONDITION	15,000.00	3,000.00	20.00%	0.00%	0.00	20.00%
PERMIT	3,800.00	3,800.00	100.00%	0.00%	0.00	100.00%
BOND	3,700.00	3,700.00	100.00%	0.00%	0.00	100.00%
Less Retainage					-1,450.00	
Total						\$27,550.00

Phone #	Fax #	E-mail	Web Site
218-927-3248	218-927-3593	kim@lundbergph.com	www.lundbergph.com

TO OWNER: City of Sandstone
119 Fourth Street
Sandstone, MN 55072

PROJECT:
119 4th ST

Sandstone, MN 55072

APPLICATION NO: 2
PERIOD TO: 8/30/2019

PROJECT NOS:

Distribution to:

<input type="checkbox"/>	OWNER
<input type="checkbox"/>	ARCHITECT
<input type="checkbox"/>	CONTRACTOR
<input type="checkbox"/>	

FROM CONTRACTOR:
Lundberg Plumbing & Heating
1075 2nd ST NW
Aitkin, MN 56431

VIA ARCHITECT:
LHB Architects

Kim Jones 218-927-3248
CONTRACT FOR:

CONTRACT DATE: 7/1/2019

CONTRACTOR'S APPLICATION FOR PAYMENT

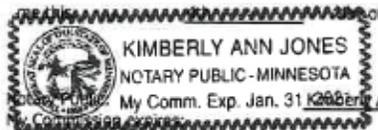
Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet is attached.

1. ORIGINAL CONTRACT SUM	\$ <u>268,800.00</u>
2. Net change by Change Orders	\$ -
3. CONTRACT SUM TO DATE (Line 1 + 2)	\$ <u>268,800.00</u>
4. TOTAL COMPLETED & STORED TO DATE (Column G on Continuation Sheet)	\$ <u>79,300.00</u>
5. RETAINAGE:	
a. <u>5</u> % of Complete Work (Columns D + E on Continuation Sheet)	\$ <u>3,965.00</u>
b. <u>5</u> % of Stored Material (Column F on Continuation Sheet)	\$ -
Total Retainage (Line 5a + 5b or Total in Column I of Continuation Sheet)	\$ <u>3,965.00</u>
6. TOTAL EARNED LESS RETAINAGE (Line 4 less Line 5 Total)	\$ <u>75,335.00</u>
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	\$ <u>47,785.00</u>
8. CURRENT PAYMENT DUE	\$ <u>27,550.00</u>
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	\$ <u>193,465.00</u>

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$ -	\$ -
Total approved this month	\$ -	\$ -
TOTALS	\$ -	\$ -
NET CHANGES by Change Order	\$ -	\$ -

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which Certificates for payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: Lundberg Plumbing & Heating
By: [Signature] Date: 8/30/19
State of: MN
County of: Aitkin

Subscribed and sworn to before
I, Kimberly Ann Jones, Notary Public, do hereby certify that on September 2019

My Comm. Exp. Jan. 31, 2024
Kimberly Ann Jones
1/31/2024

ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$27,550.00

(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that are changed to conform to the amount certified)

ARCHITECT: [Signature] Date: 9/5/19

This certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.



PERFORMANCE
DRIVEN DESIGN.
LHBcorp.com

Proposal Request

Date: September 9, 2019 PR No.: 04
 Project: Sandstone City Hall LHB Project No.: 180189.00
 Mechanical Improvements
 Owner: City of Sandstone, Minnesota Architect: LHB
 Contractor: Lundberg Plumbing & Heating Contract For: Construction

Please submit an itemized cost for changes in the Contract Sum and Contract Time for proposed modifications to Contract Documents. Submit your cost within five days or notify Architect of the date you anticipate submitting your proposal.

This is not a change order or a direction to proceed with the work described in the proposed modifications.

BULK CHEMICAL FEEDER TANK

Reason: Owner Request Unforeseen Condition Code Other

1. Refer to Drawing Sheet M500- MECHANICAL DETAILS AND DIAGRAMS:
 - a. Provide an Axiom type bulk chemical feeder tank in lieu of the Chemical Pot Feeder Detail system as shown in detail 4/ M500.

Labor*	\$	<u>0</u>
Materials*	\$	<u>305.00</u>
OH&P	\$	<u>34.00</u>
(Add)/(Deduct)	\$	<u> </u>
(Circle One)		

TOTAL ADD/DEDUCT: \$ 339.00

*Provide an attachment with detailed breakdown of costs.

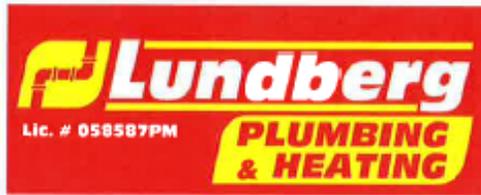
Does Proposed Change involve a change in Contract Time? No Yes (Increased)(Decreased) ___ days.

Attachments: None

Request By: Steven McNeill, Architect

- c: Electronic copies/e-mail only
 LHB File 180189-804
 C. Poirier, S. McNeill, S. Cran, B. Kobold, N. Wriedt (LHB)
 K. George (Sandstone), D. Jones, K. Jones (Lundberg)

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Thomas K. Lundberg
License Number 058587 PM

September 10, 2019

LHB Architects
21 West Superior Street
Suite 500
Duluth, MN 55802

RE: Sandstone City Hall Mechanical Improvements
PR 04 Breakdown

Axiom MF300 17 gallon system feeder	\$	585.00
Sales Tax	\$	40.00
8% P & O	\$	47.00
Credit for Winger and Pot Feeder	\$	-320.00
4% P & O	\$	-13.00
Total Add	\$	339.00

No change in labor or piping materials.

Respectfully Submitted By: Thomas K Lundberg

1075 2nd Street NW, Aitkin Minnesota 56431
Ph 218.927.3248 Fax 218.927.3593
kim@lundbergph.com

CITY OF SANDSTONE
Memorandum

TO: City Council
FROM: Kathy George, City Administrator
DATE: September 18, 2019
SUBJECT: Greg Anderson – SEH – Project Updates

BACKGROUND: Engineer Greg Anderson will be present to provide updates on various projects:

MCCU Sewer Line
River Bluff Project
Nursing Home Sewer Line
Water Loop Project
Proposal for Engineering Services

ATTACHMENTS Proposal for Engineering Services – Water Loop Project

STAFF Review / Discuss various items

RECOMMENDATION: Approve Proposal for Engineering Services – Water Loop Project

ACTION REQUIRED: Motion _____, second _____
Approved _____ Denied _____ Other _____



Building a Better World
for All of Us®

September 12, 2019

RE: City of Sandstone, Minnesota
Water System Improvements - Water Main
Loop to Hospital
SEH No. SANST 152172 14.00

Ms. Kathy George
City Administrator
City of Sandstone
119 4th Street
Sandstone, MN 55072-0641

Dear Ms. George:

Thank you for the opportunity to submit this proposal for providing engineering services related to the water system improvements submitted in May of 2017 to the Minnesota Department of Health (MDH) Project Priority List (PPL) for possible funding from the Public Facilities Authority (PFA), specifically the water main loop for Lundorff Drive, the medical campus. This letter serves as our understanding of the project scope and schedule. Our scope of work includes the preparation of final design, preparation of construction documents, and bidding services.

PROJECT BACKGROUND

The City Council on May 3, 2017 updated the Capital Improvement Plan (CIP) from the draft CIP dated March 12, 2012. In the updated CIP the City added four water improvement projects. The council further directed SEH to formally apply for funding of the water projects from the Drinking Water Supply Revolving Loan Fund. The City received favorable ranking of three out of the four projects. The three projects that ranked favorably are:

1. Upgrades at well #1 and #2 to improve redundancy and reliability;
2. A second water main between the water treatment plant and the water tower and
3. Looping water main to Medical/Business Park and portions of the City west of the BNSF Railroad Tracks.

On May 1, 2019 the City was awarded a Minnesota Small Cities Development Program Grant (SCDG) for projects #1 and #2 of the above list. Also in the spring of 2019 the City resubmitted project #3 to the IUP list for future funding. The City and SEH reviewed several different routes for Project #3 and have now decided on a route that would extend the existing water main in Ashley Court, just east Old Military Road, south along Old Military Road to Airport Road, then west in Airport Road to connect with the water main installed in Lundorff Drive in 2017. This option provides a true "loop" for the medical/business park that includes Pine Medical Center and Golden Horizons.

We have reviewed the existing topographic survey information and soil borings completed as part of the 2017 Lundorff Drive Project as well as the 2015 Old Military Road/Airport Road Improvements. Our intent would be to utilize this data and fill in the survey gaps and take additional borings as needed for the proposed water main looping project

SCOPE OF WORK

1. Perform a topographic survey of the portions of the project area that were not covered as part of the 2015 or 2017 projects. The survey data will be used in preparation of the construction plans. The survey will locate underground utilities (coordinate a Gopher One call) and include a review of the existing structures within the project area to identify potential conflicts with the proposed improvements.
2. Perform a geotechnical investigation on the water main alignment including an estimated 6 soil borings to verify underlying soil conditions. We would utilize the soil boring information from 2015 and 2017, the 6 borings are needed to fill in the "gap" between the two projects. The most critical need for the borings is at the BNSF railroad crossing as the water main will need to be jack/bored under the tracks. The geotechnical investigation would include excavation and pipe bedding recommendations for use in the final design.
3. Prepare construction plans and specifications to City standards.
4. Coordinate permitting for the water main crossing of Skunk Creek with DNR, which will include securing a public waters crossing license.*
5. Coordinate permitting and design requirements for trenchless crossing of BNSF railroad tracks. Incorporate BNSF requirements into bidding documents.
6. Coordinate with private utilities to identify conflicts with the proposed improvements.
7. Review the construction plans with City staff and People Service prior to bidding.
8. Assist City in the advertisement of the project for bids, attend the bid opening, tabulate the bids and provide a recommendation of award.
9. Prepare for City signature and submit the required Minnesota Department of Health permit for the water main extension.
10. Coordinate a preconstruction conference with the contractor, City staff, private utilities, and SEH representatives.

* Fee for the license in 2017 was \$1,500 and will be paid by City of Sandstone.

SCHEDULE

We anticipate starting our services upon your authorization and will coordinate completing our services per the anticipated project schedule shown below:

- Complete topographic survey October 2019
- Complete geotechnical investigation October 2019
- PFA Funding Award Announcement November 2019
- Prepare construction plans November 2019 through January 2020
- Submit plans for MDH approval January 2019
- Complete Environmental Review February 2020
- Submit plans to DNR for review and license March 2020
- Bid Opening April 2020
- Accept Bids and Award Contract May 2020
- Commence construction June 2020
- Construction complete Fall 2020

COMPENSATION

Compensation for the services identified in the scope of work will be made on an hourly basis plus cost of reimbursable expenses. Total compensation will not exceed \$22,700 without prior authorization. The estimated breakdown of the task budgets is generally described below:

Task	Budget
Topographic Survey	\$3,500
Geotechnical Investigation	\$5,000
MDH Permitting (includes permit fee)	\$1,200
BNSF Railroad crossing Coordination & permitting	\$3,500
Final Design and Prepare Construction Plans and Specifications	\$6,500
Bidding Services	\$3,000
Total Compensation	\$22,700

Should the City decide to proceed with construction of the project after bids are received, SEH will provide a scope and fee for construction administration services (staking, inspections and administration) for the City's review and approval.

REMARKS

You agree to furnish us with full information as to your requirements, including any special or extraordinary considerations for the Project or special services needed, and also to make available all pertinent existing information and data that we will need to perform our services.

We will also furnish such Additional Services as you may request or as required.

This Letter Proposal represents the entire understanding between The City of Sandstone (The Owner) and Short Elliot Hendrickson Inc. (The Consultant) in respect of the Project outlined above. If it satisfactorily sets forth your understanding of our Agreement, please sign the attached Agreement and return it to me.

SEH appreciates the opportunity to serve the City of Sandstone. We look forward to working with the City to complete this upcoming project. Please contact me directly at 651.490.2172 should you questions or requests for additional information.

Sincerely,

SHORT ELLIOTT HENDRICKSON INC.



Greg Anderson, PE
City Engineer

ah
s:\pfa\anet\com\152172_water system imp_sodp grant appl\water system imp letter agmt 2019 09 12.docx

APPROVED THIS ____ DAY OF _____, 2019

CITY OF SANDSTONE, MINNESOTA

By: _____

Title: _____

CITY OF SANDSTONE
Memorandum

Sandstone City Council
FROM: Kathy George, City Administrator
DATE: September 18, 2019
SUBJECT: David Hartwell – Fire Charge Dispute

BACKGROUND: The Fire Department responded to a call on February 3rd at 52609 Fleming Logging Road in Sandstone. This was a fully involved barn fire. Upon arrival, most of the building had collapsed from flames. The Sandstone Fire Department was assisted by the Askov FD and the Duxbury FD. 1 bull had deceased in the fire. Building and contents were a total loss.

On February 12th, City staff sent an invoice to the owner, Sargeant Farms Family Ranch, LLC, for \$1,750 (\$750 for the first hour; \$250 for each additional hour; total of 5 hours). No payment or response was received.

On April 8th, staff sent a reminder “past due” invoice. Payment was received on April 22nd.

On April 25th, the City received an invoice from MPJ Enterprises for excavator work in relation to this fire call in the amount of \$625.

On May 14th, City staff sent an invoice to the owner, Sargeant Farms Family Ranch, LLC for the excavator services of \$625. No payment or response was received.

On August 2nd, staff sent a reminder “past due” invoice.

On or about August 7th, David Hartwell called and spoke with Deputy Clerk Tyson. Mr. Hartwell objected to the bill because he had already paid the Fire Call invoice and did not expect to receive any other invoices. Also, his insurance claim had been closed. Deputy Clerk Tyson instructed Mr. Hartwell to send a letter to the City Council with his objections.

On August 16th, the City received Mr. Hartwell’s letter dated August 13th.

On August 20th, the City Administrator responded to Mr. Hartwell’s letter.

On August 28th, the City received Mr. Hartwell's second letter dated August 26th.

On September 9th, Fire Chief Spartz informed me that MPJ was called because the metal building had collapsed on top of the fire. It had to be removed so that the fire could be extinguished; otherwise, it would have kept burning/smoldering.

Note: the proper procedure is to submit the disagreement in writing to the City and the City Administrator is to contact and discuss the disagreement, with the City Administrator to provide a written response. If the person is not satisfied with the City Administrator's response, they may appeal to the Fee Resolution Committee. However, since Mr. Hartwell was told to submit his letter to the City Council, he insists that his letters be submitted to the City Council.

ATTACHMENTS:

Invoice from MPJ Enterprises, LLC
Invoice to Sargeant Farms Family Ranch, LLC
August 13, 2019 letter from Mr. Hartwell
August 20, 2019 letter to Mr. Hartwell from City Administrator
August 26, 2019 letter from Mr. Hartwell

STAFF

Review and Discuss

RECOMMENDATION:

MPJ Enterprises, LLC
 41 Division Street
 PO Box 684
 Sandstone MN 55072

RECEIVED APR 25 2019

INVOICE

DATE	INVOICE #
4/22/2019	23004

BILL TO
Sandstone Fire Department City of Sandstone PO Box 641 Sandstone, MN 55072

PROJECT		LOCATION/DESCRIPTION		TERMS	DUE DATE
				Due Upon Receipt	4/22/2019
Date	Description	Hours/Yards	Rate	Amount	
2/3/2019	Cat 308 Excavator, Barn fire remove tin Mobilization Sales Tax	1	375.00 250.00 7.23%	375.00 250.00 0.00	
<p>City of Sandstone Claim Approval Ref No <u>32623</u> Check No <u>57916</u> Claim of <u>MPJ Enterprises</u></p> <p>Audited and Allowed at \$ <u>625.00</u> ^{KL} Date of Council Meeting <u>6/19/19</u></p> <p>Filed in my office this day of <u>PAID MAY 08 2019</u></p> <p>_____ City Clerk</p> <p style="text-align: right;">Bill owner? AKS</p>					
THANK YOU FOR YOUR BUSINESS!!!!				Total	\$625.00

A Finance Charge of 1.5% per month (18% annually) will be charged on all past due accounts.

Any expenses incurred by MPJ Enterprises, LLC for the collection of unpaid bills or a breach of contract (including collection costs and attorney fees) will be the responsibility of the customer.

INVOICE

DATE: 5/14/2019

PAY TO: CITY OF SANDSTONE
 119 FOURTH STREET
 P O BOX 641
 SANDSTONE MN 55072

TO: Sargeant Farms Family Ranch, LLC
 600 S Hwy 169 Ste 1625
 St Louis Park, MN 55426

(320)245-5241 FAX (320)245-5502

RE: Fire Call - Amended		Due date: 6/14/19		
Description	Date	Rate/hour	Quantity	Total
ICR# 190011	3-Feb-19			
Location: 52609 Fleming Logging Rd Sandstone, MN 55072				
9 men				
4 FD Vehicles				
1 hour Minimum		\$750.00	1.00	\$ 750.00
4 Hour Add'l		\$250.00	4.00	\$ 1,000.00
Excavator services				\$ 625.00
Payment received - thank you!	22-Apr-19			\$ (1,750.00)
AMOUNT DUE				\$ 625.00

RECEIVED AUG 16 2019

Sargeant Farms Family Ranch, LLC
600 South Highway 169, Suite 1625
St. Louis Park, MN 55426
763-201-6556
david@dbhartwell.com

August 13, 2019

City Council
City of Standstone
119 Forth Street
PO Box 641
Sandstone, MN 55072

Dear City Council Members,

We received the attached bill for "Excavator Services" in the amount of \$625. The bill was an add on to the initial bill for fire services what has paid in April.

We find this bill troubling in a couple of ways. First, that it was submitted much later than the initial bill (and I just received it for the first time a week ago when it was marked Past Due – not sure why we did not see it before then). But the insurance claim has been finalized at this point so we cannot submit it to them. It seems unfortunate that it takes so long to send a bill or even notify us to expect an additional bill as we had assumed that when we got the bill, that was it and told the insurance company that.

Secondly, we are a bit confused as to why there was a need for these services at all. When I called and asked that, I was told that it would have been to take down the building to keep the fire from spreading. But this building is not close to any other structure, there was snow on the ground and it was extremely cold so there was no risk of the fire spreading anywhere. So, at least from our perspective, it would seem that there was no need for this and therefore we are confused as to why it was called for and then billed to us.

When I called inquiring about the bill, I was told I should send this letter requesting that the charge to us be reconsidered given the lateness of the bill and the fact that it is hard to comprehend why the service was necessary in the first place.

Thank you.

David Hartwell
Managing General Partner

CITY of SANDSTONE

An Equal Opportunity Employer • Incorporated 1889
P.O. Box 641 • 119 Fourth Street • Sandstone, MN 55072
(320) 245-5241 • FAX (320) 245-5502

August 20, 2019

David Hartwell
Sargeant Farms Family Ranch, LLC
600 South Highway 169, Suite 1625
St. Louis Park, MN 55426

RE: Request to Waive Reimbursement

Dear Mr. Hartwell:

I am writing to you today in response to your letter dated August 13, 2019 in which you are asking the City to waive reimbursement for excavator services rendered by MPJ Enterprises, LLC on February 3, 2019. I understand your frustration with the bill coming to you much later than the initial bill for Fire Department services. The City did not receive the bill from MPJ Enterprises until April 25, 2019. We then sent you our bill on May 14, 2019. City staff was not aware that MPJ Enterprises was called in to help with the Fire Call; therefore, the first bill was sent out pursuant to our routine billing process.

You mentioned that the bill was marked "past due"; however, you had not received it prior to the "past due" billing. In looking at our file, I see that the original bill for Fire Department services was dated February 12th. A "past due" bill for that invoice was mailed on April 8th. Payment for that bill was received April 22nd. The bill that included the excavation charge was dated May 14th, and a "past due" bill for that invoice was sent August 2nd. I don't know why the first billings in both matters were not received on your end. The same address was used on all four mailings.

You also questioned the need for the excavation services. As City staff, we do not second guess decisions made by the Fire Department out in the field. Apparently, they felt it was necessary to call in the excavator. The City stands by the firefighters' decision. I can tell you that it doesn't happen very often that an excavator is called in. I can't even recall the last time it happened.

Additionally, you state that your insurance claim was closed because you did not anticipate any additional billings from the incident. Again, I apologize for the delay in sending the bill. However, the City cannot base our billing practices on whether or not an insurance claim is involved. That would be against the law.

Mr. Hartwell
August 20, 2019
Page Two

It is unfortunate that City staff was not aware of the excavation bill on February 12th (or even of the possibility that a bill would be coming). I do apologize for that. We have an all-volunteer Fire Department and, sometimes, the communication between firefighters and office staff is not ideal. Overall, we are very proud of the services provided by the Sandstone Fire Department.

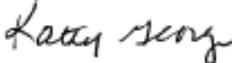
The decision is not to waive the bill for reimbursement of MPJ Enterprises' services. It is not appropriate that the expense be passed on to City taxpayers.

You are welcome to appeal this decision to the City Council. You must appeal in writing within 15 calendar days from the date of this letter. You may submit any additional information for the Council's consideration.

The current amount of \$625.00 is due upon receipt of this letter. If you wish to set up a payment agreement, please contact Alana at 320-245-5241.

If you should have additional questions, please don't hesitate to contact me.

Sincerely,


Kathy George
City Administrator
administrator@sandstonemn.com

Sargeant Farms Family Ranch, LLC

600 South Highway 169, Suite 1625

St. Louis Park, MN 55426

763-201-6556

david@dbhartwell.com

August 26, 2019

Kathy George
City of Standstone
119 Forth Street
PO Box 641
Sandstone, MN 55072

Dear Ms. George,

I am confused by the letter you send dated August 20, 2019 regarding our request to the city council for relief for a charge not explained and billed quite a while after the incident. You indicate that if we want to appeal to the city council, we can write them.

That that is what we did. The letter I sent was sent, which I was told to send to the city council and did, you then responded to that apparently before it even got to the council.

I would think that at a minimum, someone should be able to explain the need for an excavator at the fire when you choose to send a bill for those services. As I mentioned in my letter, the barn that burned was not close to anything else that was going to catch on fire, it was the middle of winter and very cold. Why then was an excavator called in to perform services to keep a fire from spreading when there was no risk of a fire spreading? It seems quite unnecessary to us. You might not second guess the fire department, but you are asking us to pay for something that you as the billing party cannot provide any explanation on at all. This does not seem fair or reasonable.

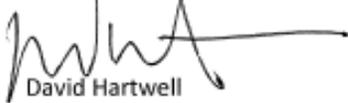
Would you pay for replacing your brakes if you took your car in for an oil change and it got new brakes and when you questioned it, the response was someone was told charge you for it? I doubt it.

I also sympathize with your not sending a bill until the fire department sent one to you. But the failure of the fire department (which we have no gripe with at all and appreciate their hard work) to send a bill on a timely basis is a problem for us. It does not seem reasonable to penalize us for something we had no control over.

So please consider this our appeal of this bill. Please forward both our letters to the city council and have them discuss the issue and ask themselves if this is how they would want to be treated if it were them and not us in this situation.

We are not unreasonable people but being asked to pay for something that cannot be explained or billed on a timely basis does not seem fair. In the spirit of compromise and recognizing that this is probably a case of good intentions not fully functioning as they should, we would offer to split the bill.

Thank you.

A handwritten signature in black ink, appearing to read 'David Hartwell', with a long horizontal flourish extending to the right.

David Hartwell
Managing General Partner

CITY OF SANDSTONE
Memorandum

TO: Sandstone City Council
FROM: Kathy George, City Administrator
DATE: September 18, 2019
SUBJECT: Funds 227, 231, 315 and 323 – Close Out

BACKGROUND: Staff recommends that the following funds be closed in 2019 and any balances remaining to be transferred, as follows:

Fund 227 – Wild River Repair & Replacement: Since the City has now sold the Wild River properties, this fund is no longer necessary. It is recommended that any remaining fund balance be transferred to Fund 228 – Economic Development. As of July 31, 2019, the fund balance is \$184,204.96.

Fund 231 – Wild River Reserves: Since the City has now sold the Wild River properties, this fund is no longer necessary. It is recommended that any remaining fund balance be transferred to Fund 228 – Economic Development. As of July 31, 2019, the fund balance is \$250,451.83.

Fund 315 – 1999 PFA Water G.O. Bond: Since the City has now paid off this bond, the fund is no longer necessary. It is recommended that any remaining fund balance be transferred to Fund 601 – Water Fund. As of July 31, 2019, the fund balance is \$6,000.16.

Fund 323 – 2009B GO Bond: Since the City has now paid off this bond, this fund is no longer necessary. This bond was issued to refinance a water and sewer project and also to undertake the Wagon Bridge Road project. It is recommended that any remaining fund balance be transferred equally (split 3 ways) to Fund 401 – Capital Improvement; Fund 601 – Water; Fund 602 - Sewer. As of July 31, 2019, the fund balance is \$16,420.51.

It is further recommended that any future Special Assessments received regarding the Wagon Bridge Road Project be deposited into Fund 401 – Capital Improvement.

STAFF Approve closing funds 227, 231, 315 and 323
RECOMMENDATION: Approve fund transfers as detailed above



PINE COUNTY SHERIFF'S OFFICE

Sheriff Jeff Nelson
635 Northridge Drive NW, Suite 100
Pine City, MN 55063
320-629-8380 Office * 320-629-8392 Fax

sandstone by zone

Printed on August 5, 2019

CFS Date/Time	CFS #	Description	Street Name
07/28/19 00:17	PI190714948	Customer Trouble	LUNDORFF DR
07/28/19 01:02	PI190714950	Neighbor Trouble	COMMERCIAL AVE N
07/28/19 08:39	PI190714956	Threats	STATE HWY 123
07/28/19 10:39	PI190714960	Assist Other Agency	1ST ST
07/28/19 15:50	PI190714971	Disturbance	COMMERCIAL AVE N
07/28/19 16:20	PI190714975	Fraud/Scam/ID	COMMERCIAL AVE N
07/28/19 17:37	PI190714979	Assist Other Agency	ORIOLE ST E
07/28/19 18:07	PI190714983	Suspicious Activity	STATE HWY 23 S
07/28/19 20:59	PI190714997	Loud Music Complaint	ANGLE AVE
07/28/19 21:01	PI190714998	Traffic Stop	QUARRY PL
07/28/19 23:28	PI190715007	Traffic Stop	OLD MILITARY RD S
07/29/19 09:01	PI190715018	Call Back	8TH ST
07/29/19 13:04	PI190715034	medical	COURT AVE N
07/29/19 14:33	PI190715039	Search Warrant	STATE HWY 123 W
07/29/19 21:32	PI190715077	Hold Up Alarm	LUNDORFF DR
07/30/19 08:49	PI190715091	Follow Up	LUNDORFF DR
07/30/19 13:12	PI190715100	Assist Other Agency	ORIOLE ST E
07/30/19 14:29	PI190715105	Medical Transport	COURT AVE S
07/30/19 21:30	PI190715135	Follow Up	1ST ST
07/31/19 08:24	PI190715150	Assist Other Agency	COMMERCIAL AVE N
07/31/19 08:35	PI190715151	Garbage Call	OLD WAGON RD
07/31/19 14:57	PI190715169	Miscellaneous Law Call	LUNDORFF DR
07/31/19 17:38	PI190715178	Informational	EISENHOWER ST
07/31/19 18:15	PI190715179	Customer Trouble	LUNDORFF DR
07/31/19 22:35	PI190715201	Suspicious Activity	STATE HWY 23 S
07/31/19 23:19	PI190715204	Check Business	OLD WAGON RD
08/01/19 06:41	PI190815209	Medical Transport	COURT AVE S
08/01/19 06:47	PI190815210	Security Alarm	MAIN AVE N
08/01/19 09:03	PI190815221	Juvenile Trouble	OLD MILITARY RD S
08/01/19 11:33	PI190815233	Check Welfare	COMMERCIAL AVE N
08/01/19 14:52	PI190815255	Unwanted Person	COURT AVE N
08/01/19 15:57	PI190815261	Suspicious Activity	6TH ST
08/01/19 22:16	PI190815286	Informational	PARK AVE
08/02/19 00:07	PI190815289	Check Business	OLD WAGON RD
08/02/19 10:38	PI190815313	Crim Sex Conduct	OLD MILITARY RD S
08/02/19 11:03	PI190815316	Assist Other Agency	STATE HWY 23 S
08/02/19 11:42	PI190815320	Informational	ORIOLE ST E
08/02/19 12:26	PI190815323	Detail	4TH ST
08/02/19 13:04	PI190815327	Damage to Vehicle	WASHINGTON ST
08/02/19 13:22	PI190815328	Call Back	STATE HWY 23 S

CFS Date/Time	CFS #	Description	Street Name
08/02/19 16:18	PI190815338	Unwanted Person	OLD WAGON RD
08/02/19 16:23	PI190815341	Auto Fire Alarm	MILITARY RD S
08/02/19 19:29	PI190815361	Driveoffs	QUARRY PL
08/02/19 23:31	PI190815380	Check Business	OLD WAGON RD
08/03/19 12:04	PI190815408	medical	LUNDORFF DR
08/03/19 13:16	PI190815412	Public Assist	46.124483, -92.856898
08/03/19 17:28	PI190815427	Traffic Stop	STATE HWY 23 N
08/03/19 19:36	PI190815442	Paper Service	SPRING ST
08/03/19 19:48	PI190815443	Paper Service	EISENHOWER ST
08/03/19 20:08	PI190815448	Customer Trouble	LUNDORFF DR
08/03/19 21:17	PI190815457	Public Assist	STATE HWY 23 N
08/03/19 21:46	PI190815463	Security Alarm	LUNDORFF DR

Total Records: 52



PINE COUNTY SHERIFF'S OFFICE

Sheriff Jeff Nelson
635 Northridge Drive NW, Suite 100
Pine City, MN 55063
320-629-8380 Office * 320-629-8392 Fax

sandstone by zone

Printed on August 12, 2019

CFS Date/Time	CFS #	Description	Street Name
08/04/19 01:34	PI190815475	Parking Problem	COURT AVE N
08/04/19 02:19	PI190815480	Loud Music Complaint	ANGLE AVE
08/04/19 07:05	PI190815484	medical	COMMERCIAL AVE N
08/04/19 16:44	PI190815509	Check Welfare	PINE AVE S
08/04/19 17:26	PI190815515	Juvenile Trouble	HWY 23 N
08/05/19 00:16	PI190815538	Extra Patrol	COURT AVE N
08/05/19 09:00	PI190815551	Suspicious Activity	STATE HWY 23 S
08/05/19 09:20	PI190815552	Missing Person	OLD MILITARY RD S
08/05/19 10:44	PI190815559	Informational	MINNESOTA ST
08/05/19 14:12	PI190815569	Medical Transport	LUNDORFF DR
08/05/19 15:40	PI190815575	Suspicious Activity	COMMERCIAL AVE N
08/05/19 18:00	PI190815583	medical	PRISON RD
08/05/19 19:07	PI190815588	Informational	HWY 23 S
08/05/19 20:06	PI190815595	Paper Service	EISENHOWER ST
08/05/19 20:55	PI190815603	Neighbor Trouble	PARK AVE
08/05/19 22:38	PI190815606	Informational	MINNESOTA ST
08/06/19 01:03	PI190815609	Suspicious Activity	HWY 23 S
08/06/19 01:54	PI190815610	Customer Trouble	MINNESOTA ST
08/06/19 08:28	PI190815617	Disturbance	COURT AVE N
08/06/19 08:45	PI190815618		
08/06/19 11:46	PI190815629	Miscellaneous Fire Call	COMMERCIAL AVE N
08/06/19 12:23	PI190815634	Search Warrant	ORIOLE ST E
08/06/19 12:24	PI190815635	Search Warrant	ORIOLE ST E
08/06/19 13:08	PI190815639	Animal Disturbance	MINNESOTA ST
08/06/19 13:49	PI190815643	Suspicious Activity	LARK ST
08/06/19 15:10	PI190815651	Search Warrant	ORIOLE ST E
08/06/19 15:17	PI190815652	Search Warrant	ORIOLE ST E
08/06/19 15:29	PI190815653	Suspicious Activity	MAIN AVE N
08/06/19 16:01	PI190815656	Public Assist	STATE HWY 23 N
08/06/19 19:22	PI190815674	Suspicious Activity	LARK ST
08/07/19 10:03	PI190815705	Theft	MILITARY RD S
08/07/19 11:19	PI190815711	Check Welfare	MAIN AVE N
08/07/19 12:25	PI190815715	Auto Fire Alarm	ORIOLE ST E
08/07/19 14:02	PI190815718	Call Back	1ST ST
08/07/19 16:14	PI190815727	Found Drug	MILITARY RD S
08/07/19 17:10	PI190815731	Informational	1ST ST
08/07/19 21:57	PI190815748	medical	OLD MILITARY RD S
08/07/19 23:59	PI190815751	medical	LUNDORFF DR
08/08/19 02:39	PI190815758	Suspicious Activity	MILITARY RD S
08/08/19 02:46	PI190815759	Associated Traffic Stop	MILITARY RD S

CFS Date/Time	CFS #	Description	Street Name
08/08/19 10:02	PI190815776	Theft	PINE AVE S
08/08/19 14:33	PI190815806	Call Back	COURT AVE N
08/08/19 14:40	PI190815807	Call Back	LUNDORFF DR
08/08/19 17:35	PI190815826	Traffic complaint	PALISADE AVE
08/08/19 18:23	PI190815829	Burglary	COURT AVE N
08/08/19 18:58	PI190815832	Hit and Run Property	STATE HWY 23 N
08/09/19 00:50	PI190815848	Attempt Pickup	MILITARY RD S
08/09/19 00:57	PI190815849	Subject Stop	STATE HWY 23 S
08/09/19 10:32	PI190815867	Informational	ORIOLE ST E
08/09/19 11:53	PI190815874	Informational	MAIN AVE N
08/09/19 13:16	PI190815879	Security Alarm	LUNDORFF DR
08/09/19 15:26	PI190815885	Medical Transport	COURT AVE S
08/09/19 16:11	PI190815889	Traffic Stop	
08/09/19 16:24	PI190815895	medical	COURT AVE S
08/09/19 19:09	PI190815905	Traffic Stop	STATE HWY 123 W
08/10/19 00:08	PI190815927	Disturbance	STATE HWY 23 S
08/10/19 00:08	PI190815928	Threats	STATE HWY 23 S
08/10/19 00:48	PI190815931	Call Back	COMMERCIAL AVE N
08/10/19 02:29	PI190815936	Disturbance	1ST ST
08/10/19 08:50	PI190815945	Check Welfare	GRANT AVE S
08/10/19 09:48	PI190815947	Disturbance	COMMERCIAL AVE N
08/10/19 16:21	PI190815971	Hit and Run Property	HWY 23 N
08/10/19 17:23	PI190815975	Juvenile Trouble	COURT AVE N
08/10/19 19:42	PI190815989	Community	MAIN AVE N
08/10/19 21:59	PI190815997	Traffic Stop	COMMERCIAL AVE N
08/10/19 22:01	PI190815998	Check Welfare	LUNDORFF DR
08/10/19 22:01	PI190815999	Open Door	COMMERCIAL AVE N

Total Records: 67



PINE COUNTY SHERIFF'S OFFICE

Sheriff Jeff Nelson
635 Northridge Drive NW, Suite 100
Pine City, MN 55063
320-629-8380 Office * 320-629-8392 Fax

sandstone by zone

Printed on August 19, 2019

CFS Date/Time	CFS #	Description	Street Name
08/11/19 12:40	PI190816027	Disturbance	OLD MILITARY RD S
08/11/19 14:03	PI190816033	medical	COMMERCIAL AVE N
08/11/19 17:32	PI190816040	Crank 911 calls	BIRCH AVE
08/11/19 19:07	PI190816051	Suspicious Activity	COURT AVE N
08/11/19 20:03	PI190816053	medical	COMMERCIAL AVE N
08/11/19 20:09	PI190816054	Theft	COMMERCIAL AVE N
08/11/19 20:46	PI190816059	Unknown Trouble	PARK AVE
08/11/19 21:44	PI190816066	Medical Transport	COURT AVE S
08/11/19 23:42	PI190816072	Traffic complaint	STATE HWY 123
08/12/19 07:59	PI190816080	Security Alarm	LUNDORFF DR
08/12/19 09:29	PI190816083	medical	PINE AVE S
08/12/19 10:03	PI190816084	Miscellaneous Law Call	MAIN AVE N
08/12/19 11:22	PI190816088	Detail	STATE HWY 23 N
08/12/19 11:23	PI190816089	Medical Transport	LUNDORFF DR
08/12/19 11:52	PI190816092	medical	OLD MILITARY RD S
08/12/19 14:35	PI190816103	medical	COURT AVE N
08/12/19 15:29	PI190816110	Duplicate Call	MAIN AVE N
08/12/19 16:33	PI190816114	Call Back	STATE HWY 23 N
08/12/19 16:50	PI190816116	Public Assist	STATE HWY 123
08/12/19 17:08	PI190816117	Animal Bite	STATE HWY 123
08/12/19 19:16	PI190816126	Psychological Problem	COMMERCIAL AVE N
08/12/19 19:57	PI190816128	Assault	OLD WAGON RD
08/12/19 20:03	PI190816130	Psychological Problem	HWY 23 N
08/13/19 00:38	PI190816143	Crank 911 calls	COMMERCIAL AVE N
08/13/19 01:41	PI190816148	medical	5TH ST
08/13/19 02:04	PI190816149	medical	LUNDORFF DR
08/13/19 03:02	PI190816150	Attempt to Locate	LUNDORFF DR
08/13/19 09:51	PI190816158	MVA Property Damage	HWY 23 N
08/13/19 17:00	PI190816190	Security Alarm	MAIN AVE N
08/14/19 02:16	PI190816216	Security Alarm	LUNDORFF DR
08/14/19 02:24	PI190816217	medical	COURT AVE S
08/14/19 11:52	PI190816235	Property Lost/Found	COMMERCIAL AVE N
08/14/19 12:41	PI190816241	medical	MAIN AVE N
08/14/19 15:00	PI190816255	Check Business	COMMERCIAL AVE N
08/14/19 18:11	PI190816263	Call Back	PRISON RD
08/14/19 19:02	PI190816265	Traffic Stop	ANGLE AVE
08/14/19 20:23	PI190816280	Detail	ORIOLE ST E
08/14/19 20:44	PI190816286	Customer Trouble	STATE HWY 23 N
08/14/19 22:53	PI190816292	Security Alarm	MAIN AVE N
08/15/19 07:25	PI190816301	Medical Transport	LUNDORFF DR

CFS Date/Time	CFS #	Description	Street Name
08/15/19 11:52	PI190816313	Detail	COMMERCIAL AVE N
08/15/19 12:23	PI190816318	Detail	COURT AVE N
08/15/19 17:28	PI190816343	Paper Service	EISENHOWER ST
08/15/19 18:45	PI190816350	medical	LUNDORFF DR
08/15/19 19:28	PI190816354	Gas Leak In/Out	PARK AVE
08/16/19 10:13	PI190816384	Security Alarm	STATE HWY 23 S
08/16/19 11:46	PI190816392	Detail	STATE HWY 23 N
08/16/19 13:11	PI190816396	medical	PALISADE AVE
08/16/19 16:47	PI190816413	Gas Leak In/Out	MAIN AVE S
08/17/19 01:35	PI190816445	Check Business	LUNDORFF DR
08/17/19 12:16	PI190816470	Property Lost/Found	4TH ST
08/17/19 21:03	PI190816508	Animal Check Welfare	ASH AVE
08/17/19 22:50	PI190816514	Security Alarm	MAIN AVE S

Total Records: 53



PINE COUNTY SHERIFF'S OFFICE

Sheriff Jeff Nelson
635 Northridge Drive NW, Suite 100
Pine City, MN 55063
320-629-8380 Office * 320-629-8392 Fax

sandstone by zone

Printed on August 26, 2019

CFS Date/Time	CFS #	Description	Street Name
08/18/19 00:24	PI190816517	Notification	EISENHOWER ST
08/18/19 01:34	PI190816522	MVA Property Damage	STATE HWY 23 N
08/18/19 10:24	PI190816539	Animal Disturbance	MALLARD PL
08/18/19 16:23	PI190816572	Check Welfare	MILITARY RD S
08/18/19 17:26	PI190816577	Detail	ORIOLE ST E
08/18/19 17:50	PI190816579	Juvenile Trouble	JAY ST
08/19/19 12:38	PI190816620	Suspicious Activity	OLD WAGON RD
08/19/19 15:53	PI190816635	Drug Incident	ORIOLE ST E
08/20/19 14:19	PI190816700	medical	LUNDORFF DR
08/20/19 14:35	PI190816702	Disturbance	COMMERCIAL AVE N
08/20/19 17:54	PI190816714	Traffic complaint	LARK ST
08/20/19 18:16	PI190816717	Public Assist	STATE HWY 23 N
08/20/19 20:33	PI190816726	Follow Up	LUNDORFF DR
08/20/19 22:49	PI190816737	Disturbance	LUNDORFF DR
08/21/19 13:34	PI190816773	medical	PARK AVE
08/21/19 15:54	PI190816784	Theft	COMMERCIAL AVE N
08/21/19 17:59	PI190816793	Detail	4TH ST
08/21/19 21:28	PI190816808	Crim Sex Conduct	COMMERCIAL AVE N
08/22/19 00:54	PI190816821	Assist Other Agency	MINNESOTA ST
08/22/19 10:58	PI190816840	Harrassment	MAIN AVE N
08/22/19 15:33	PI190816859	Disturbance	GRANT AVE S
08/22/19 15:34	PI190816880	Check Welfare	5TH ST
08/22/19 17:39	PI190816875	Repeat Offender	PARK AVE
08/22/19 18:00	PI190816878	Animal Check Welfare	PARK AVE
08/22/19 20:41	PI190816901	Attemp Pickup	COMMERCIAL AVE N
08/23/19 17:21	PI190816956	medical	PRISON RD
08/23/19 18:21	PI190816964	Propery Lost/Found	OLD MILITARY RD S
08/23/19 21:37	PI190816982	Traffic Stop	GROUSE ST
08/23/19 22:59	PI190816985	Suicide Threat	HWY 23 N
08/24/19 10:27	PI190817004	Burglary	OLD MILITARY RD S
08/24/19 16:47	PI190817022	Call Back	ORIOLE ST E

Total Records: 31



PINE COUNTY SHERIFF'S OFFICE

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sandstone by zone

Printed on September 2, 2019

CFS Date/Time	CFS #	Description	Street Name
08/25/19 09:22	PI190817056	Security Alarm	LUNDORFF DR
08/25/19 16:42	PI190817081	Animal Disturbance	GROUSE ST
08/25/19 22:03	PI190817101	Shoplifting	ORIOLE ST E
08/26/19 03:04	PI190817109	Security Alarm	ORIOLE ST E
08/26/19 03:58	PI190817110	Medical Transport	COURT AVE S
08/26/19 08:52	PI190817114	Paper Service	JEFFERSON ST
08/26/19 12:33	PI190817136	Follow Up	COMMERCIAL AVE N
08/26/19 19:11	PI190817153	Child Protection/Neglect	HWY 23 S
08/27/19 09:42	PI190817180	Follow Up	MAIN AVE N
08/27/19 10:25	PI190817181	Unwanted Person	BIRCH AVE
08/27/19 10:35	PI190817182	Tenant Trouble	CREEKSIDE LN
08/27/19 10:51	PI190817183	medical	COURT AVE S
08/27/19 13:00	PI190817189	medical	MAIN AVE N
08/27/19 13:58	PI190817191	Informational	MAIN AVE N
08/27/19 14:16	PI190817193	Auto Fire Alarm	STATE HWY 23 N
08/27/19 16:33	PI190817200	Trespass	LARK ST
08/27/19 18:06	PI190817206	Detail	STATE HWY 23 N
08/27/19 21:30	PI190817216	Child Protection/Neglect	LUNDORFF DR
08/28/19 01:55	PI190817221	Customer Trouble	MINNESOTA ST
08/28/19 02:55	PI190817222	Detail	STATE HWY 23 N
08/28/19 15:01	PI190817255	Detail	STATE HWY 23 N
08/28/19 17:38	PI190817267	Dangerous Animal	1ST ST
08/28/19 19:13	PI190817270	Check Welfare	MALLARD PL
08/29/19 07:09	PI190817300	Weather Emergency	ORIOLE ST E
08/29/19 09:39	PI190817309	Paper Service	PRISON RD
08/29/19 12:04	PI190817324	Property Lost/Found	STATE HWY 23 S
08/29/19 12:13	PI190817325	Informational	LARK ST
08/29/19 17:55	PI190817364	Informational	ORIOLE ST E
08/29/19 20:15	PI190817378	Repeat Offender	OLD MILITARY RD S
08/29/19 22:19	PI190817385	Assist Other Agency	MALLARD PL
08/30/19 09:05	PI190817401	Fraud/Scam/ID	MAIN AVE N
08/30/19 09:10	PI190817402	Check Hazard	PRISON RD
08/30/19 10:33	PI190817413	medical	LUNDORFF DR
08/30/19 11:17	PI190817417	Repeat Offender	COURT AVE N
08/30/19 11:27	PI190817418	Repeat Offender	COURT AVE N
08/30/19 11:58	PI190817421	Driveoffs	QUARRY PL
08/30/19 14:55	PI190817434	Disturbance	PARK AVE
08/30/19 16:42	PI190817440	Damage to Vehicle	COURT AVE N
08/30/19 17:09	PI190817443		COURT AVE N
08/30/19 17:57	PI190817445	Unwanted Person	COMMERCIAL AVE N

CFS Date/Time	CFS #	Description	Street Name
08/30/19 18:46	PI190817451	Informational	ORIOLE ST E
08/30/19 18:46	PI190817452	Informational	ORIOLE ST E
08/30/19 18:47	PI190817453	Informational	ORIOLE ST E
08/30/19 18:47	PI190817454	Informational	ORIOLE ST E
08/30/19 18:48	PI190817456	Informational	ORIOLE ST E
08/30/19 20:38	PI190817472	Attemp Pickup	LUNDORFF DR
08/30/19 22:03	PI190817477	Personal Injury Accident	MAIN AVE N
08/31/19 09:00	PI190817495	medical	COMMERCIAL AVE N
08/31/19 13:04	PI190817516	Runaway	LARK ST
08/31/19 15:02	PI190817523	Follow Up	COMMERCIAL AVE N
08/31/19 16:36	PI190817534	Follow Up	COURT AVE N
08/31/19 18:32	PI190817543	Paper Service	STATE HWY 123
08/31/19 19:57	PI190817553	Assist Other Agency	GRANT AVE S

Total Records: 53

Sandstone Public Library

August report

This month we saw the end of the Summer Reading Program. In all we had almost 300 kids reading for incentives and grand prizes. It's always sad to see the end of the program and the end of Summer in general.

The Friends held a very successful Book Sale during Quarry Days. We had over 200 people purchasing books. The proceeds of the sale will go into the Circulation Desk fund. They are busy planning for the Silent Auction coming in October

So far we have had 273 people inquiring about everything from where to eat, directions to a certain destination etc. In all we have seen 1,449 people and we provided story times for 70 kids.

Jeanne Coffey, Branch Librarian
East Central Regional Library (ECRL)
Sandstone Public Library
119 North Fourth Street
P.O. Box 599
Sandstone, MN 55072
Phone: 320-245-2270
[http:// www.ecrlib.org](http://www.ecrlib.org) jcoffey@ecrlib.org

Sandstone EDA Meeting Minutes
August 28, 2019

CALL TO ORDER: 6:06 p.m.

ROLL CALL: Kester, Spartz, Franklin, Devlin, Anderson, Palmer, LaBounty

Members absent: None

Staff present: Executive Director George, Recording Secretary Nelson

Others present: Bradley Brzezinski

PLEDGE OF ALLEGIANCE:

Council, guests and staff recite pledge of allegiance.

APPROVE AGENDA

Motion Palmer, second Devlin to approve the agenda as presented. Motion carried 7-0.

APPROVE MINUTES

Motion Devlin, second LaBounty to approve the minutes of the July 24, 2019 Regular EDA Meeting and the August 7, 2019 Special EDA Meeting. Motion carried 7-0.

PUBLIC HEARINGS / PRESENTATIONS:

Bradley Brzezinski, Northeast Business Development Representative, MN Department of Employment and Economic Development (DEED)

Brzezinski was invited to the EDA meeting to talk about what kinds of companies are looking for homes and what types of things are they looking for. DEED operates through the business development programs to assist communities to grow companies. DEED interacts with businesses directly with loans and cash rebate incentives based on investments and job creation. Community development financing is available to assist with infrastructure and redevelopment dollars and contamination programs.

Projects come through the DEED office, county EDA, site selectors, locally and through the companies themselves. Brzezinski talked about DEED's interactions with site selectors. There is a marketing partnership which is a consortium of communities, EDAs, utilities, engineering firms that get together and reach out to site selectors. They meet three or four times a year and the next meeting will be toward December. Representatives also attend trade events.

Executive Director George shared the business park brochure. The nearness of the rail and the possibility of putting a spur into the industrial park was discussed. The EDA is working with the Northspan Group to conduct Business Retention & Expansion interviews and also to determine viable rail users in the region. The shovel ready application has been complete and the EDA is waiting for a site visit from DEED to complete the process. DEED is tasked with growing community prosperity, increasing investment in Minnesota communities and creating jobs. The main variables are investment and jobs – that is what drives how much DEED can potentially utilize a program.

There are new initiatives that are being launched in Minnesota – a workforce pilot project is going on involving investments in automation. Once that is over, it will be evaluated.

The EDA discussed the businesses in Sandstone, when they started and how they are doing. The Legacy Grant application for Robinson Park was discussed and well as the redevelopment of The Rock. The business breakfast program was discussed and Brzezinski was invited to be the speaker at next year's event.

NEW BUSINESS:

Motion Devlin, second Franklin to close the meeting at 6:55 p.m. in accordance with Minnesota Statutes 13D.05, Subdivision 3(c) to discuss possible purchasing of parcels 30.0527.000 and 45.5444.000. Motion carried 7-0.

Parcels to be discussed

Sliver portion of parcel 30.0527.000

Recently, Fred Olander stopped by City Hall to see if the City is interested in acquiring the sliver portion of Parcel 30.0527.000 that is located on the east side of I-35, and is adjacent to 3 parcels in the Business Park (45.5658.000, 45.5657.000, and 45.5664.00). 30.0527.000 is a 92-acre parcel, with the bulk of the land being on the west side of I-35. The sliver parcel is about 2,600 linear feet, about 2.1 acres.

This parcel is owned by Thomas & Penelope Selting. Olander has a 99-year lease on the sliver parcel. At the July EDA meeting, the EDA authorized the Executive Director to make an offer. That offer was rejected and Olander made a counter-offer. The EDA reviewed the counter-offer and authorized the Executive Director to respond.

80' strip next to The Rock 45.5444.000

The EDA has been working towards the redevelopment of The Rock (old high school building located at 501 Court Ave N). A portion of the building – the elementary school addition on the Court Ave side of the property – is located on adjacent parcel 45.5444.000, which is owned by Manoucher Rostamkhani. In speaking with the Minnesota Housing Partnership Technical Assistance team, it was determined that the EDA should acquire this parcel before proceeding with a Request for Proposals for a developer to work with the team towards submitting a “super RFP” to Minnesota Housing Finance Agency next June.

Staff had a conversation with Mr. Rostamkhani regarding a reasonable purchase price. At the July EDA meeting, the EDA authorized the Executive Director to make an offer. That offer was rejected and Rostamkhani made a counter offer. EDA Member Franklin spoke with Rostamkhani and he is willing to meet somewhere near the cities to discuss the sale. The EDA authorized Franklin and the Executive Director to continue negotiations with Rostamkhani.

Motion Devlin, second Spartz to reopen the meeting at 7:47 p.m. Motion carried 7-0.

CONTINUING BUSINESS:

Lundorff Drive Project Wrap-up

The EDA held a special meeting on August 7 to conduct a work session on many items related to the Lundorff Drive project:

Transfers between funds – From 2014 through 2019, project expenses were incorrectly coded to other funds; and other expenses were incorrectly coded into the project fund. These details were reviewed at the August 7th meeting and the EDA recommended that the City Council approve the related fund transfers.

That recommendation was brought to the August 21st Council meeting and was approved.

MCCU and Sandstone Development LLC purchase agreements. Upon a review of the purchase price paid by the different developers – North Pine Area Hospital District, Essentia Health Sandstone/Clinic, Golden Horizons Assisted Living, Members Co-Op Credit Union, and the pending purchase agreements with Sandstone Development, LLC, it was found that there were discrepancies regarding the purchase price and special assessments. After reviewing the details carefully at the August 7th meeting, consensus of the EDA was that the MCCU and Sandstone Development deals should be the same as NPAHD and Golden Horizons (\$31,363 per acre with no additional assessments, except for the gas assessment).

Motion Devlin, second Spartz to set the purchase price for MCCU and Sandstone Development at \$31,363 per acre with no additional assessments except for gas. Motion carried 6-0, with LaBounty abstaining due to a conflict of interest, she is employed by MCCU.

Essentia/Clinic purchase agreement - Consensus of the EDA was that the purchase price for the clinic property should also be the same as the others, \$31,363 per acre. Essentia paid \$7,650 in cash; therefore, their assessment would be \$32,808.27.

Motion Devlin, second Franklin to set the purchase price for the clinic property at \$31,363 per acre. Motion carried 7-0.

NPAHD Assessment - The EDA agreed that the City should move forward with certifying the NPAHD assessment of \$709,971.18.

Purchase price for business park lots going forward - The EDA discussed what the purchase price for the business park lots should be going forward, and whether the \$31,363/acre figure is meant to be applied to “buildable acres” or if it is to be applied to the total acreage of each parcel.

George talked with John Owen at the Federal EDA office on August 15th. He informed her that the per acre price can be applied only to buildable acres, as long as there is justification. With regard to the per acre price, Owen stated that the price has to be “fair market value”. He said that the EDA can determine what that is, as long there is justification (i.e., comparable sales in the area; he doesn’t think the EDA needs to spend the money on another appraisal). Owen also stated that leasing the lots is acceptable; again, be mindful of “fair market value”. He stated that the goal is to get the properties developed. The Federal EDA file is closed, so the City should just be able to justify “fair market value” in case there is ever a question. George has reached out to a commercial appraiser, asking for help in determining “fair market value” without doing a full appraisal.

Interfund Transfers - The EDA talked about the interfund transfers that were made in 2014 and 2015 to get the project started:

General Fund (101)	\$345,000
Storm Sewer Fund (603)	\$100,000
Capital Improvement Fund (401)	\$ 80,000
TOTAL	\$525,000

These transfers were booked as “budget amendments” with no mention of paying them back.

Motion Franklin, second Devlin to pay back funds to the General Fund (101), Storm Sewer Fund (603) and Capital Improvement Fund (401) from the proceeds of the Wild River property sales. Motion carried 7-0.

Current Fund 421 balance/deficit - The EDA discussed the current Fund 421 balance/deficit of (\$840,651.83). Options were (a) to issue bonds to wipe out the deficit (and maybe include the above interfund transfers), using the expected special assessment payments to make the bond payments or (b) use proceeds from the Wild River property sales to wipe out the deficit.

Mike Bubany, David Drown Associates, prepared preliminary cash flow reports for two scenarios: borrowing for the deficit of \$840,651.83, or borrowing for the deficit plus the interfund transfers \$1,365,651.83. Bubany pointed out that if the special assessments are paid off early, we would lose out on the interest on the assessment; therefore, the EDA would have incurred interest obligation with the bond but not have the interest coming in from the developer. The bonds could not be paid off early (without a penalty) until 2/1/2028.

Using just the expected special assessments of the NPAHD and Essentia/Clinic, and a 15-year pay back, cash would be needed to supplement the deal: \$96,862 to come up with \$840,651.83 to wipe out Fund 421's deficit; or \$621,863 to come up with \$1,365,651.83 (Fund 421 deficit and interfund transfers).

Motion Franklin, second Devlin to use the proceeds from the sale of the Wild River properties to eliminate the deficit of \$840,651.83 in Fund 421. Motion carried 7-0.

Vork Property Purchase - The EDA discussed the money EDA Fund 228 owes the Community Economic Development Loan Fund 226 for the purchase of the Vork property in the amount of \$168,839.00.

Motion Spartz, second by LaBounty to use the proceeds from the sale of the Wild River properties to repay the \$168,839.00 loan borrowed from the Community Economic Development Loan Fund (226). Motion carried 7-0.

Various Updates

The following updates were provided:

- Business Retention & Expansion Visits – The EDA has enlisted the services of the Northspan Group to conduct BR&E visits with select business owners. The following businesses have been selected to participate:

Sandstone 61 Motel <i>done</i>	Arlen Krantz Ford <i>done</i>
Lampert Lumber <i>done</i>	Franklin's Ben Franklin <i>done</i>
Anderson Recycling <i>done</i>	Midwest Country Music Theater - <i>declined</i>
Mike Johnson Construction/MPJ Rental	Ace Hardware – <i>planned for Sept 9th</i>
Mike Maitrejean – Minnesota T's	Quality Home & Sports – <i>planned for Sept 9th</i>
Sandstone Health Care Center <i>done</i>	Arrowhead Transit
Amy's Restaurant	Transmissions Plus
Browns Beans & Greens – <i>planned for Sept 9th</i>	Hardwater Sports
- Update from The Northspan Group: 73 businesses in and around Sandstone (Pine City to Barnum, and a little west) have been identified as plausible rail users. A basic survey was sent out to all of

them.

- Shovel Ready Status of the Business Park: DEED stated that they have everything they need from us for the Shovel Ready application. Next, they will plan a site visit, which they are coordinating with 3 other sites that are almost ready for site visits. They anticipate the visits will take place in September.
- GPS Familiarization Tour (FAM Tour) – Every year, GPS organizes an event with realtors and site selectors. This year, a reception took place on Thursday, July 25th, in Duluth. George attended and was able to meet individually with 2 site selectors who were impressed and admitted that they hadn't thought about venturing south from Duluth. She plans to keep in touch with these site selectors, especially after determining what the per acre price for lots in the business park will be.
- NLX - Preparations are underway for making a presentation to the House Bonding Committee on September 4th. The goal is to be included in the 2020 bonding proposal.
- Northern Bedrock Historic Preservation Corps – the AmeriCorps Team was in town July 24 – 31. They spent the entire time cleaning debris out of The Rock. They filled three 40-yard dumpsters. They also removed nails from a lot of the floor boards in the auditorium. They painted over some graffiti, and polished up the seats in the auditorium as well.

ADJOURN

Motion Devlin, second Franklin to adjourn at 8:10 p.m. Motion carried 7-0.

Phillip Kester, President

Kathy George, Executive Director

August Summary

Parcel ID#	Address	Status
450125000	42 MINNESOTA ST	Citation (Past Due Violations)
455552001	101 COMMERCIAL AVE	Open Correction Orders
455056000	103 PALISADE AVE	Open Correction Orders
455551001	105 COMMERCIAL AVE	Open Correction Orders
455221000	106 LARK ST	Citation (Non-Registration & Past Due Violations)
455179000	109 DIVISION ST	Open Correction Orders
450114001	205 COURT AVE S	Open Correction Orders
455149000	210 1ST ST	Citation (Non-Registration)
455158000	221 1ST ST	Citation (Non-Registration)
450130001	231 MINNESOTA ST	Open Correction Orders
450114000	234 MINNESOTA ST	Open Correction Orders
455541000	300 COMMERCIAL AVE	Open Correction Orders
450101006	301 STATE HWY 23 S	Open Correction Orders
455414000	302 5TH ST	Citation (Past Due Violations)
455247000	304 LARK ST	Citation (Non-Registration)
455332000	306 COURT AVE N	Citation (Non-Registration & Past Due Violations)
455028000	309 1ST ST	Citation (Non-Registration)
455539000	313 COURT AVE N	Open Correction Orders
455477000	316 7TH ST	Open Correction Orders
455326000	317 PARK AVE	Citation (Non-Registration)
455083000	338 MINNESOTA ST	Citation (Past Due Violations)
455360000	401 PARK AVE	Open Correction Orders
455200000	401 OLD MILITARY ROAD S	Open Correction Orders
455359000	405 PARK AVE	Open Correction Orders
455358000	409 PARK AVE	Citation (Non-Registration)
455140000	500 EISENHOWER ST	Open Correction Orders
455421000	502 PARK AVE	Open Correction Orders
455397000	517 COMMERCIAL AVE	Citation (Non-Registration)
455432000	609 PARK AVE	Open Correction Orders
455463000	702 ANGLE AVE	Citation (Non-Registration)
455479000	702 COURT AVE N	Open Correction Orders
455472000	706 COMMERCIAL AVE	Open Correction Orders
455474000	710 COMMERCIAL AVE	Citation (Past Due Violations)
455516000	717 STATE HWY 23 N	Citation (Non-Registration)
455256000	1117 ASH AVE	Citation (Non-Registration)
455504000	1122 STATE HWY 23 N	Citation (Past Due Violations)
455241000	1313 STATE HWY 23 N	Citation (Non-Registration)
455499000	1318 STATE HWY 23 N	Citation (Non-Registration)

Open/Update Items

- 27 Unit(s) had 2nd time inspections, with some corrections remaining (need new smoke alarms)
- No units were brought into compliance in August
- 286 Total Unit Registrations
- The challenges with the Pine County Sheriff issuing citations has taken longer than anticipated. City staff worked diligently to get a resolution and things appears to have been resolved. On 09/11/19 the city was contacted by a landlord who had received a citation and steps towards compliance were initiated (the property is still included on this list as citation property due to timing of the report).
- Conversations are continuing with properties seeking an inspection exemption and obtaining the required documentation



City of Sandstone

Rental inspection Program Update 09/18/19

Streets & Parks O&M Report: August, 2019

Roads / Streets:

Filled potholes: Commercial Ave. / Minnesota St. / Washington St. / Pine Ave. / 1st St. / 4th St. / Division St. / Oriole St. / Ash Ave. / Robinson Park lot. Graded gravel roads and alley's as needed. Cleaned catch basins as needed. Mowed road ditches and shoulders. Started trimming trees and brush hanging over / in road ways and allies. Met with city engineer working cost estimate list of streets in need of major repair or replacement. Working on list of street signs to order for replacement and components needed to condense signs to one post per corner where possible.

Parks:

Collected garbage as needed / maintained rest rooms. Mowed grass as needed. Train Park: Set up and cleaned up before / after National night out / Quarry Days.

Cemetery:

Mowed grass as needed. Boulder wall and ditch work completed by Roberts Excavating.

Buildings:

Collected garbage & recycling as needed / replaced light bulbs. Mowed grass / watered flowers as needed. The Rock (old school) waiting for quotes to come in for roof repair. City Hall: Installed new flag / cable. Replaced broken window. Cut down dead tree in front yard. Grass mowed at city owned residential properties.

City Shop:

Mowed grass as needed. Continue to clean & organize as time permits.

Misc:

Burned brush pile at compost site (planning to move site when time allows). Mowed sewer ponds. Mowed neglected properties per city list. Cleaned up blight at 422 Court Ave. / 717 Commercial Ave. Scrapped unclaimed junk truck / misc. metal junk from 422 Court Ave. clean up 6/4/19.

Equipment Maintenance / Repairs

2005 Chevrolet 2500HD :

Changed oil & filter / new air filter / lubricated drive train / checked and maintained all other fluid levels.

Road Grader:

Replaced defective battery (under warranty). Checked and maintained all fluid levels.

John Deere Tractor / Mower:

Sharpened blades / greased / maintained fluid levels.

Elgin Street Sweeper:

Received some replacement parts that will be installed when time allows.

Mowers / Lawn Equipment:

All mowers greased / maintained fluid levels. Replaced starter solenoid ordered new starter for Cub Cadet Z-Force-S (Kohler 7000).

Misc.

Maintained fluid levels and proper lubrication of all other equipment currently in use.

Streets & Parks Supervisor: Craig D. Hiler

September 5, 2019



Date: September 11, 2019

To: City of Sandstone

From: Alex Leger, Operator

O & M Report: August 2019

Water Operation & Maintenance

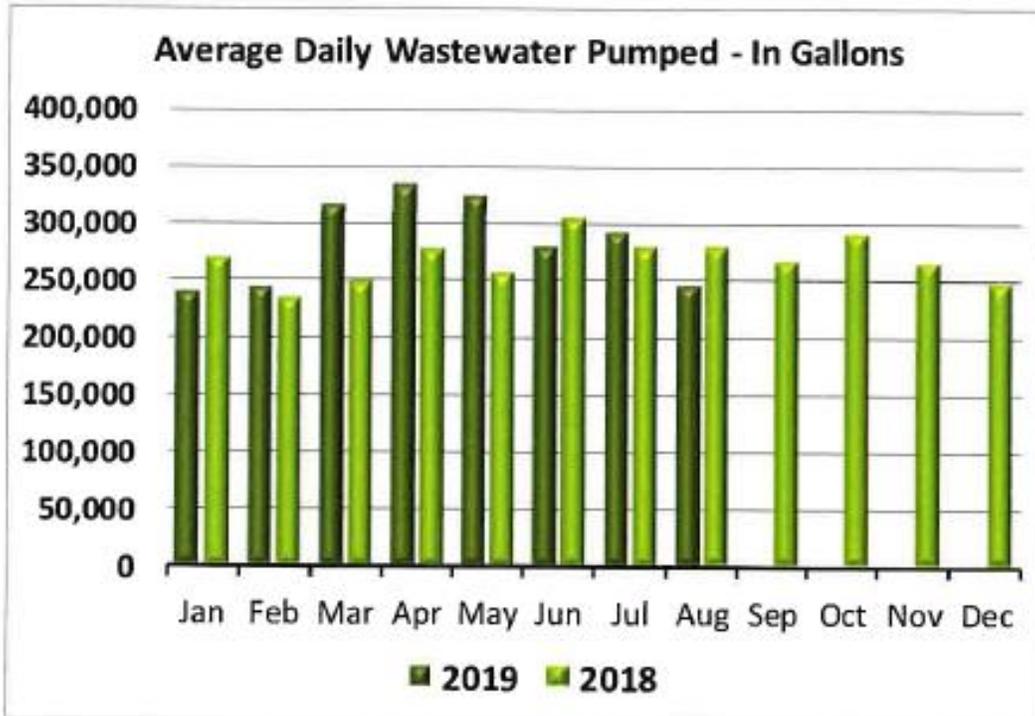
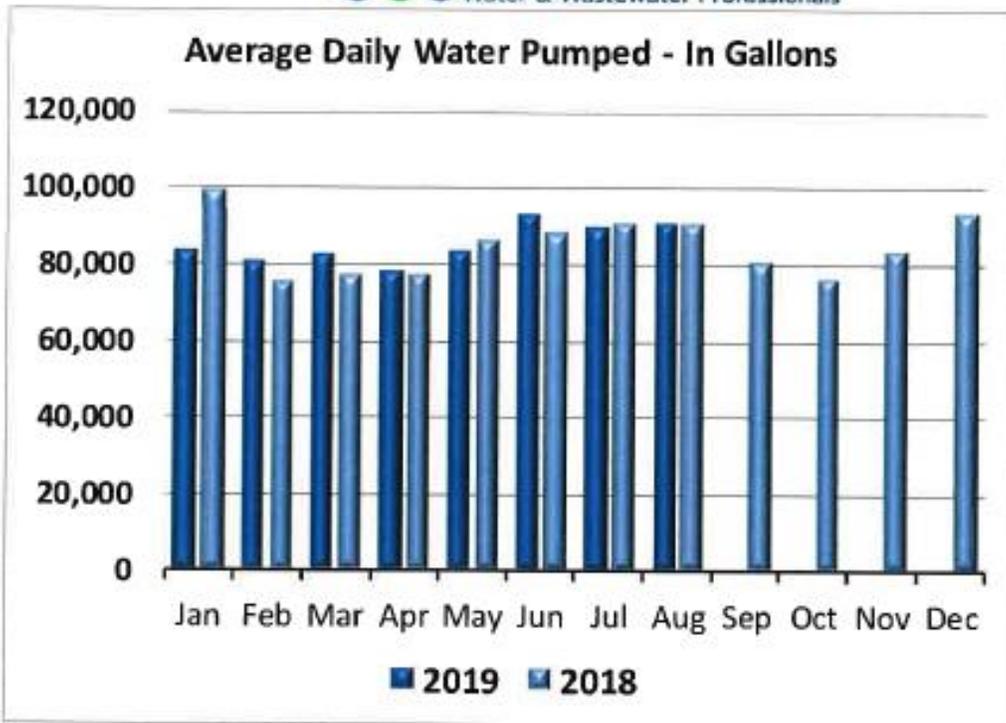
- The City pumped 2.822 million gal. for the month at an avg. of 91,032 gal. per day. The daily max was 136,000 gal. on (8/16/19). The daily minimum was 52,000 gal. on (8/17/19).
- Deep Well #2 Out-Put (Free Flowing) was 4.397 million gal. for the month at an avg. of 141,839 gal. per day.
- Well #1 Out-Put (Free Flowing) was 3.750 million gal. for the month at an avg. of 120,968 gal. per day.
- Water Off - Turned water off at old hospital/nursing home for a fire inspection. Water Off at 225 Jay Street for snowbirds. Water Off at 118 Division due to line break.
- Water On – Turned water back on at old hospital/nursing home. Water on at 601 Park. Water on at 422 Court North. Water on at 118 Division.
- Deep Well #2 Pump & Backup Generator were exercised / inspected 2x per month. Filter at WTP is back-washed every 3 weeks or as needed.
- Artesian Well #1 is monitored daily.
- All Locates / Work Orders / Samples & Analysis were completed when required.
- Meter Reads for the month were completed on time.
- Lost power twice this month due to weather and power company having problems.
- Went around town and pushed down more standpipes in street and yards.
- Had Total Control out again due too electrical problem at water plant that messed up water quality. Found out a circuit board went out on a VFD that runs a High Service pump. All is fixed.



- Met with George from MDH to inspect area around both wells for survey before we proceed with the project the city and SHE has planned for WTP.
- Met with General Repair at WTP and we pulled the Sludge pump out of the tank hooked to the water reclaim tank and found that it needs multiple parts to get it back in service. This was okayed with Kathy to proceed with fixing, being it is a necessity, so we kept the pump out of the tank, and they ordered parts which will take up to a month to get. Then they will return and install the tank and fix it with me.
- Had American Septic out to pump down Sludge tank at WTP.

Wastewater Operation & Maintenance

- There was 7.630 million gal. pumped to the ponds this month at an avg. of 246,121 gal. per day. The City pumped 2.975 million gal. for the month at an avg. of 95,968 gal. per day. FCI pumped 4.655 million gal. for the month at an avg. of 150,153 gal. per day.
- Discharges were (0) for the month of August. But we have been working with Rural Water / U of M to get the Phosphorus levels down, so there has been water getting transferred around differently now.
- Worked on scheduled maintenance on the system jetting multiple different lines in town.
- We had Total Control out due to a starter going out on Lift Pump #2 at the WWTP, so that was down for a while. It's up and running now. Also, I pulled lift pump #2 due to rag blockage, cleaned it out and it is now back in service.
- Backup Generator at WWTP is exercised / inspected 2x per month.
- All Locates / Work Orders / Samples & Analysis were completed as required.
- Resprayed all weeds around ponds.
- Cleaned and degreased all Lift Stations. Also, checked and cleaned floats / inspected pumps.
- Exercise Generator at Lift Station #3 by Victory 2x per month.
- Pulled pump at Lift Station #2 out by Aspen Street due to rag blockage in the pipe behind the pump.



Water		August-19	July-19	August-18
	Units			
Average Daily Pumped	gallons	91,032	90,322	91,000
Total Monthly Pumped	gallons	2,822,000	2,800,000	2,814,000
Deep Well Pumped	gallons	4,397,000	4,091,000	3,968,000
Artesian Well Pumped	gallons	3,750,000	3,750,000	NO METER
Wastewater				
CBOD				
CBOD Influent Quarterly	mg/L	N/A	N/A	N / A
CBOD Effluent	mg/L	N/A	N/A	N / A
CBOD Effluent Permit Limit	mg/L	25.0	25.0	25.0
CBOD Effluent Loading	kg/day	N/A	N/A	N/A
CBOD Effluent Loading Permit Limit	kg/day	271	271	271
TSS				
TSS Influent Quarterly	mg/L	N/A	N/A	N / A
TSS Effluent	mg/L	N/A	N/A	N / A
TSS Effluent Permit Limit	mg/L	45.0	45.0	45.0
TSS Effluent Loading	kg/day	N/A	N/A	N / A
TSS Effluent Loading Permit Limit	kg/day	488	488	488
Phosphorus				
Phos Influent Quarterly	mg/L	N/A	N/A	N / A
Phos Effluent	mg/L	N/A	N/A	N / A
Phos Effluent Permit Limit	mg/L	monitor only	monitor only	monitor only
Phos Effluent Loading	kg/day	N/A	N/A	N/A
Phos Effluent Loading Permit Limit	kg/day	monitor only	monitor only	monitor only
Nitrogen Ammonia				
NA Effluent	mg/L	N/A	N/A	N / A
NA Effluent Permit Limit	mg/L	monitor only	monitor only	monitor only
Fecal Coliform				
Fecal Effluent	ml	N/A	N/A	N / A
Fecal Effluent Permit Limit	ml	200#/100ml	200#/100ml	200#/100ml
Dissolved Oxygen				
DO Effluent	mg/L	N/A	N/A	N / A
DO Effluent Minimum Permit Limit	mg/L	monitor only	monitor only	monitor only
Effluent Flow				
Average Daily	gallons	0	0	0
Total Monthly	gallons	0	0	0
Influent Flow				
Average Daily	gallons	246,121	292,387	280,000
Total Monthly	gallons	7,629,753	9,064,000	8,679,000
City Contributed Total	gallons	2,975,000	3,909,000	3,747,000
City Average Daily	gallons	95,968	126,097	121,000
FCI Contributed Total	gallons	4,654,753	5,155,310	4,934,000
FCI Average Daily	gallons	150,153	166,300	159,000
Hydraulic Violations	#	0	0	0
Precipitation Monthly Total	Inches	3.24	4.48	7.22
Cell #1	Feet/inches	6'2" 8/27/19	5'5" 7/29/19	6' 1" 8/29/18
Cell #2	Feet/inches	3'4" 8/27/19	3'4" 7/29/19	6' 0" 8/29/18
Cell #3	Feet/inches	5'9" 8/27/19	6'1" 7/29/19	7' 5" 8/29/18



Contract True-Ups - Current Contract Year				
Item	Budgeted Amount	Amount Spent	% of Budget	% of Time
Maintenance Budget	\$10,224.00	\$3,680.00	36%	67%
Total	\$10,224.00	\$3,680.00	36%	67%

WO#	33955.01	Type	Scheduled	Priority	5	Downtime Hours		Total Cost	\$0.00
Create Reason	Triggered by Calendar		Created By		vkube		<div style="border: 1px solid black; padding: 5px;"> <p>Created 8/1/2019</p> <p>Printed 8/1/2019</p> <p>Scheduled 8/1/2019</p> <p>Delinquent 8/31/2019</p> <p>Completed 8/2/2019</p> </div>		
Equipment	8067-GEN	Generator							
Location	8067 Sandstone Water								
Task	MPM Monthly Preventative Maintenance(P07)								
Instructions	<ol style="list-style-type: none"> 1. Check oil & water levels. 2. Check for leaks. 3. Check condition of hoses. 4. Check battery cells, add distilled water if needed. 5. Run unit under load every other week. 								
Notes	inspected/tested under load, everything is good								
WO#	33954.01	Type	Scheduled	Priority	5	Downtime Hours		Total Cost	\$0.00
Create Reason	Triggered by Calendar		Created By		vkube		<div style="border: 1px solid black; padding: 5px;"> <p>Created 8/1/2019</p> <p>Printed 8/1/2019</p> <p>Scheduled 8/1/2019</p> <p>Delinquent 8/31/2019</p> <p>Completed 8/2/2019</p> </div>		
Equipment	8067-EWS	Eye Wash Station							
Location	8067 Sandstone Water								
Task	MPM Monthly Preventative Maintenance(P07)								
Instructions	Inspect eyewash and shower for proper operation.								
Notes	okay								
WO#	33953.01	Type	Scheduled	Priority	5	Downtime Hours		Total Cost	\$0.00
Create Reason	Triggered by Calendar		Created By		vkube		<div style="border: 1px solid black; padding: 5px;"> <p>Created 8/1/2019</p> <p>Printed 8/1/2019</p> <p>Scheduled 8/1/2019</p> <p>Delinquent 8/31/2019</p> <p>Completed 8/2/2019</p> </div>		
Equipment	8067-DHD	Dehumidifier							
Location	8067 Sandstone Water								
Task	MPM Monthly Preventative Maintenance(P07)								
Instructions	Inspect and check filter. Verify proper operation.								
Notes	okay								
WO#	33784.01	Type	Scheduled	Priority	5	Downtime Hours		Total Cost	\$0.00
Create Reason	Triggered by Calendar		Created By		vkube		<div style="border: 1px solid black; padding: 5px;"> <p>Created 8/1/2019</p> <p>Printed 8/1/2019</p> <p>Scheduled 8/1/2019</p> <p>Delinquent 8/31/2019</p> <p>Completed 8/2/2019</p> </div>		
Equipment	5067-LS-3	Lift Station #3							
Location	5067 Sandstone Wastewater								
Task	MPM Monthly Preventative Maintenance								
Instructions	<ol style="list-style-type: none"> 1. Test power fail and high level alarm and verify communication equipment will reach emergency contact for your project. 2. Inspect and clean floats. 3. If level indicator verify operating properly. 4. Inspect overall condition of lift station. 								
Notes	okay								

WO#	33763.01	Type	Scheduled	Priority	5	Downtime Hours	Total Cost	\$0.00
Create Reason	Triggered by Calendar			Created By	vkube		Created	8/1/2019
Equipment	5067-LS-2			Lift Station #2			Printed	8/1/2019
Location	5067 Sandstone Wastewater						Scheduled	8/1/2019
Task	MPM Monthly Preventative Maintenance						Delinquent	8/31/2019
							Completed	8/2/2019
Instructions	1. Test power fail and high level alarm and verify communication equipment will reach emergency contact for your project. 2. Inspect and clean floats. 3. If level indicator verify operating properly. 4. Inspect overall condition of lift station.							
Notes	okay							

WO#	33762.01	Type	Scheduled	Priority	5	Downtime Hours	Total Cost	\$0.00
Create Reason	Triggered by Calendar			Created By	vkube		Created	8/1/2019
Equipment	5067-LS-1			Lift Station #1			Printed	8/1/2019
Location	5067 Sandstone Wastewater						Scheduled	8/1/2019
Task	MPM Monthly Preventative Maintenance						Delinquent	8/31/2019
							Completed	8/2/2019
Instructions	1. Test power fail and high level alarm and verify communication equipment will reach emergency contact for your project. 2. Inspect and clean floats. 3. If level indicator verify operating properly. 4. Inspect overall condition of lift station.							
Notes	okay							

WO#	33761.01	Type	Scheduled	Priority	5	Downtime Hours	Total Cost	\$0.00
Create Reason	Triggered by Calendar			Created By	vkube		Created	8/1/2019
Equipment	5067-GEN			Generator			Printed	8/1/2019
Location	5067 Sandstone Wastewater						Scheduled	8/1/2019
Task	MPM Monthly Preventative Maintenance(P07)						Delinquent	8/31/2019
							Completed	8/2/2019
Instructions	1. Check oil & water levels. 2. Check for leaks. 3. Check condition of hoses. 4. Check battery cells, add distilled water if needed. 5. Run unit under load every other week.							
Notes	inspected/tested under load, everything is good							

WO#	33780.01	Type	Scheduled	Priority	5	Downtime Hours	Total Cost	\$0.00
Create Reason	Triggered by Calendar			Created By	vkube		Created	8/1/2019
Equipment	5067-GD			Gas Detector			Printed	8/1/2019
Location	5067 Sandstone Wastewater						Scheduled	8/1/2019
Task	MPM Monthly Preventative Maintenance(P07)						Delinquent	8/31/2019
							Completed	8/2/2019
Instructions	Biannually 1. Inspect entire unit. 2. Calibrate Unit.							
Notes	everything is okay, not due for 180 days							

WO#	33759.01	Type	Scheduled	Priority	5	Downtime Hours		Total Cost	\$0.00	
Create Reason	Triggered by Calendar		Created By		vkube			Created	8/1/2019	
Equipment	5067-EXT	Fire Extinguisher(s)						Printed	8/1/2019	
Location	5067 Sandstone Wastewater								Scheduled	8/1/2019
Task	MPM Monthly Preventative Maintenance(P07)									
Instructions	Check extinguishers at WWTP, WTP and vehicles.									

Notes

WO#	33758.01	Type	Scheduled	Priority	5	Downtime Hours		Total Cost	\$0.00	
Create Reason	Triggered by Calendar		Created By		vkube			Created	8/1/2019	
Equipment	5067-A	Alarms						Printed	8/1/2019	
Location	5067 Sandstone Wastewater								Scheduled	8/1/2019
Task	MPM Monthly Preventative Maintenance(P07)									
Instructions	1. Test alarm function and verify communications equipment can reach emergency contact person for each well house, WW Plant at your project. 2. Inspect control floats and clean if necessary at each WW Plant.									
Notes	okay									

Report Totals	Downtime Hours	0	Part Cost	\$0.00
			Labor Cost	\$0.00
			Vendor Cost	\$0.00
			Equip/Tool Cost	\$0.00
			Total Cost	\$0.00

**CASH BALANCE, REVENUE & EXPENDITURE REPORT
AUGUST 2019**

	<u>8/31/2019</u>	<u>8/31/2019</u>	<u>8/31/2019</u>	<u>8/31/2019</u>
<u>General Operating Funds</u>	<u>YTD Revenues</u>	<u>YTD Expenditures</u>	<u>Cash Balance</u>	<u>Investments</u>
General Fund	\$ 950,158	\$ 660,033	\$ 1,688,402	\$ -
Fire Protection Fund	\$ 571,297	\$ 119,999	\$ 450,669	\$ -
EDA CED Loan Fund	\$ 3,606	\$ -	\$ 355,198	\$ -
EDA Wild River Repair & Replace	\$ 10,839	\$ 50	\$ 58,526	\$ 126,045
EDA	\$ 1,824,009	\$ 1,554,240	\$ 328,776	\$ 131,045
EDA Wild River Reserve	\$ 4,742	\$ -	\$ 250,602	\$ -
Cemetery Perpetual Care	\$ 3,864	\$ -	\$ 102,833	\$ 24,313
PFA Water GO Bond	\$ 27,394	\$ 25,528	\$ 6,004	\$ -
GO Refunding Bond 2009A	\$ 39,081	\$ 50,855	\$ 48,074	\$ -
GO Bond 2009B	\$ 1,073	\$ 51,219	\$ 16,442	\$ -
2012A Refinance \$405,000	\$ 12,349	\$ 33,360	\$ 71,824	\$ -
Capital Projects Fund	\$ 633,827	\$ 244,838	\$ 1,178,156	\$ -
TIF KC Companies	\$ 22,133	\$ 30,714	\$ (8,281)	\$ -
Tax Abatement - KR Townhomes	\$ 10	\$ 2,630	\$ (2,844)	\$ -
Tax Abatement - Gateway	\$ 11,297	\$ 11,738	\$ 5,184	\$ -
Medical and Business Park	\$ 840,652	\$ 70,246	\$ -	\$ -
EDA Public Works Grant	\$ 683,827	\$ -	\$ -	\$ -
SCDP Grant	\$ 278,990	\$ 303,995	\$ (22,464)	
Rock Redevelopment	\$ 112,136	\$ 10,484	\$ 101,651	\$ -
Water Fund	\$ 174,383	\$ 199,985	\$ (10,816)	\$ -
Sewer Fund	\$ 258,793	\$ 100,600	\$ 12,142	\$ -
Storm Water Fund	\$ 128,306	\$ 17,781	\$ 270,077	\$ -

	<u>8/31/2019</u>	<u>8/31/2019</u>	<u>8/31/2019</u>	<u>8/31/2019</u>
<u>Reserve Funds</u>	<u>YTD Revenues</u>	<u>YTD Expenditures</u>	<u>Cash Balance</u>	<u>Investments</u>
General Fund Restricted	\$ -	\$ -	\$ 99,901	\$ -
Fire Equipment	\$ -	\$ -	\$ 209,432	\$ -
Fire Capital & Building	\$ -	\$ -	\$ 77,292	\$ -
Capital & Building R&R	\$ -	\$ -	\$ 10,739	\$ -
Capital & Building	\$ -	\$ -	\$ 220,418	\$ -
Capital Public Works	\$ -	\$ -	\$ 16,151	\$ -
Equipment Public Works	\$ -	\$ -	\$ 76,589	\$ -
Sewer Rodder	\$ -	\$ -	\$ 43,482	\$ -
Water Equipment	\$ -	\$ -	\$ 265,109	\$ -
Water Capital & Building	\$ -	\$ -	\$ 41,202	\$ -
Sewer Equipment	\$ -	\$ -	\$ 208,918	\$ 2,709,958
Sewer Capital & Building	\$ -	\$ -	\$ 262,675	\$ -

*** August numbers do not include a balanced cash and is an estimate at this time.***

INVOICE APPROVAL LIST BY FUND REPORT
COUNCIL 09/18/19

Date: 09/13/2019
Time: 4:01 pm
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City of Sandstone

Fund/Dept/Acct	Vendor Name	Invoice #	Invoice Desc.	Check #	Due Date	Check Date	Amount
Fund: 101 General Fund							
Dept: 10-111 Mayor and Council							
101-10-111-000-4210	General Ope NORTHVIEW BANK	07/31/19	Rock clean, Tim's plaque	58168	09/18/2019	08/15/2019	41.34
							41.34
101-10-111-000-4437	Schools & C MINNESOTA/STATE HISTORI	08192109	Palmer 2019 Preservation Conf- Palmer	58199	09/18/2019	08/29/2019	100.00
							100.00
Total Dept. Mayor and Council:							141.34
Dept: 10-130 Executive							
101-10-130-000-4131	Health Insur: I.U.O.E. LOCAL 49 H & W FU	07/31/19	Health Insurance Premium	58153	09/18/2019	08/15/2019	2,338.70
							2,338.70
101-10-130-000-4210	General Ope AMERICAN SOLUTIONS FOF CHRIS' FOOD CENTER KETTLE RIVER GRAFIX METRO SALES NORTHERN BUSINESS PRO NORTHERN BUSINESS PRO NORTHERN BUSINESS PRO	INV04288325 07/31/19 50327 INV1396099 431249-0 431249-0 08262019	Checks- Accounts Payable Fuel, MMUA food Logo paper Copier Lease Paper towels, blue paper Paper towels, blue paper Paper, Binder labels, mouse pa	58140 58142 58156 58161 58165 58165 58201	09/18/2019 09/18/2019 09/18/2019 09/18/2019 09/18/2019 09/18/2019 09/18/2019	08/15/2019 08/15/2019 08/15/2019 08/15/2019 08/15/2019 08/15/2019 08/29/2019	359.29 3.49 15.00 293.29 4.69 23.50 26.21
							725.47
101-10-130-000-4300	Professional ADT CW TECHNOLOGY	08182019	City Hall Monitoring- Sep Tech. managed care- September	58182 58189	09/18/2019 09/18/2019	08/29/2019 08/29/2019	77.90 635.00
							712.90
101-10-130-000-4321	Telephone AT&T MOBILITY CENTURYLINK CENTURYLINK CENTURYLINK	287269955139X08182019 1473148974 1473148974 08132019	Cell Phones Charges Phone Utility- long distance Phone Utility- long distance Telephone Utility	58184 58141 58141 58187	09/18/2019 09/18/2019 09/18/2019 09/18/2019	08/29/2019 08/15/2019 08/15/2019 08/29/2019	51.20 9.20 28.94 264.21
							353.55
101-10-130-000-4322	Postage POSTMASTER	8142019	W/S account replenish, stamps	58173	09/18/2019	08/15/2019	6.00
							6.00
101-10-130-000-4331	Travel Exper TYSON/ALANA/	07/30/19	MMUA mileage reimbursement	58180	09/18/2019	08/15/2019	9.28
							9.28
101-10-130-000-4437	Schools & C MINNESOTA/STATE HISTORI	08192019	George 2019 Preservation Conf- George	58199	09/18/2019	08/29/2019	100.00
							100.00
Total Dept. Executive:							4,245.90
Dept: 10-150 Financial Administr:							
101-10-150-000-4131	Health Insur: I.U.O.E. LOCAL 49 H & W FU	07/31/19	Health Insurance Premium	58153	09/18/2019	08/15/2019	1,010.60
							1,010.60
101-10-150-000-4351	Notices & Pt NORTHSTAR MEDIA, INC	07/31/2019	'18 Financials, Minn St Notice	58167	09/18/2019	08/15/2019	1,024.00
							1,024.00
Total Dept. Financial Administration:							2,034.60

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City of Sandstone

Fund/Dept/Acct	Vendor Name	Invoice #	Invoice Desc.	Check #	Due Date	Check Date	Amount
Dept: 10-160 City Attorney							
101-10-160-000-4300	Professional FLAHERTY & HOOD, P.A. KENNEDY & GRAVEN	13417	Union Contract consulting	58148	09/18/2019	08/15/2019	125.00
		149855	Water tower lease, Business Pa	58193	09/18/2019	08/29/2019	49.00
							174.00
							Total Dept. City Attorney: 174.00
Dept: 10-191 Planning and Zoning							
101-10-191-000-4300	Professional PINE COUNTY RECORDER	08222019	Anderson Recycling CUP	58203	09/18/2019	08/29/2019	46.00
							46.00
							Total Dept. Planning and Zoning: 46.00
Dept: 10-194 Buildings & Ground							
101-10-194-000-4131	Health Insur: I.U.O.E. LOCAL 49 H & W FUI	07/31/19	Health Insurance Premium	58153	09/18/2019	08/15/2019	140.20
							140.20
101-10-194-000-4220	Repair & Ma ALL FLAGS, LLC GRAINGER NORTHERN BUSINESS PRO SANDSTONE ACE HARDWA SANDSTONE ACE HARDWA	08/09/19 829080555 431249-0 07/25/19 08252019	City Hall/Fire Hall US flags Concealed door latch Paper towels, blue paper Rock & bandshell R&M supplies Rock/shop/park- R&M & gen sup	58138 58192 58165 58175 58208	09/18/2019 09/18/2019 09/18/2019 09/18/2019 09/18/2019	08/15/2019 08/29/2019 08/15/2019 08/15/2019 08/29/2019	60.19 39.63 129.97 51.96 3.98
							285.73
101-10-194-000-4300	Professional JOHNSON/TAMMY// PHASE	08/14/19 51982	City Hall cleaning Lawn Service	58154 58170	09/18/2019 09/18/2019	08/15/2019 08/15/2019	1,023.50 786.38
							1,809.88
101-10-194-000-4381	Electric Utilit MINNESOTA POWER	07/22/19	Electric Utility	58162	09/18/2019	08/15/2019	966.20
							966.20
101-10-194-000-4382	Water Utilitie SANDSTONE/CITY OF// SANDSTONE/CITY OF//	07/31/19 07/31/19	City/Fire Water/Storm Water City/Fire Water/Storm Water	58178 58178	09/18/2019 09/18/2019	08/15/2019 08/15/2019	1.20 61.49
							62.69
101-10-194-000-4383	Gas Utilities CONSTELLATION NEWENEF	2669319, 2669317	Gas Utility	58188	09/18/2019	08/29/2019	53.86
							53.86
101-10-194-000-4384	Refuse Disp MATT'S SANITATION INC.	07/31/19	Garbage Utility	58160	09/18/2019	08/15/2019	58.50
							58.50
101-10-194-000-4385	Storm Water SANDSTONE/CITY OF//	07/31/19	City/Fire Water/Storm Water	58178	09/18/2019	08/15/2019	29.76
							29.76
101-10-194-000-4404	Machiner & I MEI TOTAL ELEVATOR SOLU	817625	Elevator repair	58196	09/18/2019	08/29/2019	817.50
							817.50
							Total Dept. Buildings & Grounds: 4,224.32
Dept: 15-205 Safety							
101-15-205-000-4820	Safety Comr CHRIS' FOOD CENTER	07/31/19	Fuel, MMUA food	58142	09/18/2019	08/15/2019	12.48
							12.48

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City of Sandstone

Fund/Dept/Acct	Vendor Name	Invoice #	Invoice Desc.	Check #	Due Date	Check Date	Amount
Total Dept. Safety:							12.48
Dept: 15-210 Law Enforcement							
101-15-210-000-4300	Professional PINE COUNTY TREASURER-	08262019	Sheriff contract- September	58204	09/18/2019	08/29/2019	11,574.33
							11,574.33
Total Dept. Law Enforcement:							11,574.33
Dept: 15-240 Building Inspection:							
101-15-240-000-4300	Professional DROTNING/RICHARD// PINE CITY/CITY OF//	2019-0011	Building Official services	58144	09/18/2019	08/15/2019	1,595.00
		4777	Safety Inspector services	58171	09/18/2019	08/15/2019	3,108.00
							4,703.00
Total Dept. Building Inspections:							4,703.00
Dept: 20-300 Public Works Admir							
101-20-300-000-4116	Grading Con SANDSTONE TOWNSHIP	08/05/19	Road grading (our grader down)	58177	09/18/2019	08/15/2019	420.00
							420.00
101-20-300-000-4131	Health Insur I.U.O.E. LOCAL 49 H & W FU	07/31/19	Health Insurance Premium	58153	09/18/2019	08/15/2019	2,663.80
							2,663.80
101-20-300-000-4210	General Ope SANDSTONE ACE HARDWAI SANDSTONE ACE HARDWAI SANDSTONE ACE HARDWAI SANDSTONE ACE HARDWAI SANDSTONE NAPA	07/25/19	Rock & bandshell R&M supplies	58175	09/18/2019	08/15/2019	44.99
		08252019	Rock/shop/park- R&M & gen sup	58208	09/18/2019	08/29/2019	45.98
		08252019	Rock/shop/park- R&M & gen sup	58208	09/18/2019	08/29/2019	92.94
		08252019	Rock/shop/park- R&M & gen sup	58208	09/18/2019	08/29/2019	38.30
		08282019	Battery, R&M supplies, shop su	58209	09/18/2019	08/29/2019	119.64
							341.85
101-20-300-000-4212	Motor Fuels CHRIS' FOOD CENTER SANDSTONE PETRO PLUS	07/31/19	Fuel, MMUA food	58142	09/18/2019	08/15/2019	154.87
		08/01/19	Streets and Phase fuel	58176	09/18/2019	08/15/2019	522.53
							677.40
101-20-300-000-4220	Repair & Ma CHRIS' FOOD CENTER SANDSTONE NAPA SANDSTONE NAPA	07/31/19	Fuel, MMUA food	58142	09/18/2019	08/15/2019	2.59
		08282019	Battery, R&M supplies, shop su	58209	09/18/2019	08/29/2019	5.97
		08282019	Battery, R&M supplies, shop su	58209	09/18/2019	08/29/2019	114.84
							123.40
101-20-300-000-4321	Telephone AT&T MOBILITY SCI BROADBAND	287269955139X08182019	Cell Phones Charges	58184	09/18/2019	08/29/2019	53.81
		07/25/19	Shop internet/phone	58179	09/18/2019	08/15/2019	66.17
							119.98
101-20-300-000-4381	Electric Utilit MINNESOTA POWER MINNESOTA POWER	07/22/19	Electric Utility	58162	09/18/2019	08/15/2019	251.88
		08272019	Electric utility	58198	09/18/2019	08/29/2019	266.75
							518.63
101-20-300-000-4384	Refuse Disp MATT'S SANITATION INC.	07/31/19	Garbage Utility	58160	09/18/2019	08/15/2019	152.10
							152.10
101-20-300-000-4404	Machiner & I EMON STARTER & ALTERNA MACQUEEN EQUIPMENT, IN QUALITY HOME AND SPORT	271376	Road grader starter repair	58146	09/18/2019	08/15/2019	250.00
		P21795	Street Sweeper part	58194	09/18/2019	08/29/2019	124.41
		07/25/19	Hedge trimmer, mower parts	58174	09/18/2019	08/15/2019	94.92

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Fund/Dept/Acct	Vendor Name	Invoice #	Invoice Desc.	Check #	Due Date	Check Date	Amount
	PAUL'S PORTABLES	7/31/2019	July porta-potties	58169	09/18/2019	08/15/2019	114.00
							1,002.94
101-25-520-000-4760	Sandstone P						
	MINNESOTA POWER	07/22/19	Electric Utility	58162	09/18/2019	08/15/2019	22.34
	MINNESOTA POWER	08272019	Electric utility	58198	09/18/2019	08/29/2019	27.10
	MN ENERGY RESOURCES C	08/02/19	Gas Utility	58164	09/18/2019	08/15/2019	45.00
							94.44
101-25-520-000-4817	Quarry Days						
	MN DEPT OF LABOR & INDU	163847	Electrical box inspection	58137	09/18/2019	08/09/2019	35.00
	RON'S ROLL-OFF SERVICE	4705	Quarry Days 20yrd dumpster	58207	09/18/2019	08/29/2019	275.00
	SANDSTONE ACE HARDWARE	08252019	Rock/shop/park- R&M & gen sup	58208	09/18/2019	08/29/2019	20.56
							330.56
101-25-520-000-4831	Farmer Mark						
	NORTHSTAR MEDIA, INC	07/31/2019	'18 Financials, Minn St Notice	58167	09/18/2019	08/15/2019	109.00
							109.00
101-25-520-000-4832	Non Profits C						
	PINE COUNTY HISTORICAL :	08/13/19	2018 Contribution	58172	09/18/2019	08/15/2019	1,500.00
							1,500.00
							9,599.51
Total Dept. Parks Maintenance:							9,599.51
Dept: 25-550 Library							
101-25-550-000-4210	General Ope						
	DEMCO	6656093	Library supplies, bookmarks	58143	09/18/2019	08/15/2019	372.61
							372.61
							372.61
Total Dept. Library:							372.61
Dept: 35-000 Cemetery							
101-35-000-000-4212	Motor Fuels						
	SANDSTONE PETRO PLUS	08/01/19	Streets and Phase fuel	58176	09/18/2019	08/15/2019	364.68
							364.68
101-35-000-000-4300	Professional						
	PHASE	51982	Lawn Service	58170	09/18/2019	08/15/2019	1,528.88
							1,528.88
							1,893.56
Total Dept. Cemetery:							1,893.56
Total Fund General Fund:							48,116.02
Fund: 201 Fire Protection							
Dept: 15-220 Fire							
201-15-220-000-4131	Health Insur:						
	I.U.O.E. LOCAL 49 H & W FU	07/31/19	Health Insurance Premium	58153	09/18/2019	08/15/2019	132.10
							132.10
201-15-220-000-4210	General Ope						
	HINCKLEY INK	1005868	Fire Dept t-shirts	58152	09/18/2019	08/15/2019	63.00
							63.00
201-15-220-000-4300	Professional						
	GATEWAY FAMILY HEALTH C	06/28/19	Preemployment physical- KP	58149	09/18/2019	08/15/2019	357.00
	RICHARDSON/CARRIE//	43	Fire Hall Cleaning 7/22-8/12	58205	09/18/2019	08/29/2019	300.00
							657.00
201-15-220-000-4321	Telephone						
	CENTURYLINK	1473148974	Phone Utility- long distance	58141	09/18/2019	08/15/2019	3.99
	CENTURYLINK	08132019	Telephone Utility	58187	09/18/2019	08/29/2019	52.18
							56.17

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Fund/Dept/Acct	Vendor Name	Invoice #	Invoice Desc.	Check #	Due Date	Check Date	Amount
201-15-220-000-4381	Electric Utilit MINNESOTA POWER	07/22/19	Electric Utility	58162	09/18/2019	08/15/2019	222.37
							222.37
201-15-220-000-4382	Water Utilitie SANDSTONE/CITY OF//	07/31/19	City/Fire Water/Storm Water	58178	09/18/2019	08/15/2019	37.57
							37.57
201-15-220-000-4383	Gas Utilities CONSTELLATION NEWENEF	2669319, 2669317	Gas Utility	58188	09/18/2019	08/29/2019	66.44
							66.44
201-15-220-000-4384	Refuse Disp MATT'S SANITATION INC.	07/31/19	Garbage Utility	58160	09/18/2019	08/15/2019	30.42
							30.42
201-15-220-000-4385	Storm Water SANDSTONE/CITY OF//	07/31/19	City/Fire Water/Storm Water	58178	09/18/2019	08/15/2019	21.21
							21.21
201-15-220-000-4401	Building Rep ALL FLAGS, LLC SANDSTONE ACE HARDWAI	08/09/19 07/25/19	City Hall/Fire Hall US flags Rock & bandshell R&M supplies	58138 58175	09/18/2019 09/18/2019	08/15/2019 08/15/2019	60.18 17.58
							77.76
201-15-220-000-4442	Refunds & R ESSENTIA HEALTH	08/05/19	Lease overpayment refund	58147	09/18/2019	08/15/2019	500.00
							500.00
201-15-220-772-1544	Fire Capital I MARK HAUG CONSTRUCTIC	1	Fire Hall Pay App #1	58159	09/18/2019	08/15/2019	23,940.00
							23,940.00
						Total Dept. Fire:	25,804.04
						total Fund Fire Protection:	25,804.04
Fund: 228 Economic Developer							
Dept: 50-540 Economic Developn							
228-50-540-000-4300	Professional						
	KENNEDY & GRAVEN	149855	Water tower lease, Business Pa	58193	09/18/2019	08/29/2019	770.00
	KENNEDY & GRAVEN	149856	Sale: Sandstone Dev & WR Apts	58193	09/18/2019	08/29/2019	442.50
	KENNEDY & GRAVEN	149856	Sale: Sandstone Dev & WR Apts	58193	09/18/2019	08/29/2019	112.50
	NORTHSPAN	SBRE-19-4	Rail & BR&E labor	58166	09/18/2019	08/15/2019	2,896.36
	NORTHVIEW BANK	07/31/19	Rock clean, Tim's plaque	58168	09/18/2019	08/15/2019	8.25
							4,229.61
						Total Dept. Economic Development:	4,229.61
						ic Development Authority:	4,229.61
Fund: 401 Capital Projects Fund							
Dept: 40-450 Capital Account							
401-40-450-000-4544	Undesignate						
	LUNDBERG PLUMBING & HE	1	City Hall boiler Pay app #1	58158	09/18/2019	08/15/2019	47,785.00
	NORTHSTAR MEDIA, INC	07/31/2019	'18 Financials, Minn St Notice	58167	09/18/2019	08/15/2019	267.76
							48,052.76
						Total Dept. Capital Account:	48,052.76
						ind Capital Projects Fund:	48,052.76

Fund: 411 GATEWAY TAX ABATEI

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Fund/Dept/Acct	Vendor Name	Invoice #	Invoice Desc.	Check #	Due Date	Check Date	Amount
Dept: 40-450 Capital Account							
411-40-450-000-4300	Professional GATEWAY FAMILY HEALTH C	08/01/19	Tax Abatement Payment	58150	09/18/2019	08/15/2019	10,947.15
							10,947.15
411-40-450-000-4305	Administrativ DAVID DROWN ASSOCIATES	4443	Gateway Medical Tax Abatement	58190	09/18/2019	08/29/2019	200.00
							200.00
Total Dept. Capital Account:							11,147.15
ATEWAY TAX ABATEMENT:							11,147.15
Fund: 424 SCDP Grant							
Dept: 46-000 SCDP Grant							
424-46-000-000-4852	Grant ABEL BUILDING AND REMOVAL DEGERSTROM & SONS COMPANY	000045	SCDP Grant: 117 Division St 107 SCDP- 406 PARK AVE/LARSON	58181 57276	09/18/2019 09/18/2019	08/29/2019 08/07/2019	25,000.00 23,750.00
							48,750.00
Total Dept. SCDP Grant:							48,750.00
Total Fund SCDP Grant:							48,750.00
Fund: 485 Rock Redevelopment							
Dept: 40-450 Capital Account							
485-40-450-000-4220	Repair & Maintenance NORTHVIEW BANK	07/31/19	Rock clean, Tim's plaque	58168	09/18/2019	08/15/2019	35.81
	SANDSTONE ACE HARDWARE	07/25/19	Rock & bandshell R&M supplies	58175	09/18/2019	08/15/2019	60.60
	SANDSTONE ACE HARDWARE	08252019	Rock/shop/park- R&M & gen sup	58208	09/18/2019	08/29/2019	22.96
	SANDSTONE ACE HARDWARE	08252019	Rock/shop/park- R&M & gen sup	58208	09/18/2019	08/29/2019	26.12
							145.39
485-40-450-000-4300	Professional ATC GROUP SERVICES LLC NORTHERN BEDROCK HISTORICAL	2208658	The Rock Phase 1 reports 233 The Rock clean-up crew	58185 58200	09/18/2019 09/18/2019	08/29/2019 08/29/2019	175.93 5,000.00
							5,175.93
485-40-450-000-4401	Building Rep LAMPERTS	07/18/19	"Rock" sheathing	58157	09/18/2019	08/15/2019	32.37
							32.37
485-40-450-000-4499	Miscellaneous EAST CENTRAL ISD #2580 JONES CONSTRUCTION SEI MJC EQUIPMENT, INC NORTHSTAR MEDIA, INC PAUL'S PORTABLES	07/31/19 293 2909 07/31/2019 7/31/2019	Showers for AmeriCorps crew 40 yard dumpster- Rock Cleanup Ice Cream Social generator '18 Financials, Minn St Notice July porta-potties	58145 58155 58163 58167 58169	09/18/2019 09/18/2019 09/18/2019 09/18/2019 09/18/2019	08/15/2019 08/15/2019 08/15/2019 08/15/2019 08/15/2019	72.00 1,950.00 49.50 107.50 335.00
							2,514.00
Total Dept. Capital Account:							7,867.69
Total Fund Rock Redevelopment:							7,867.69
Fund: 601 Water Fund							
Dept: 60-911 Water Production/Distribution							
601-60-911-000-4131	Health Insurance I.U.O.E. LOCAL 49 H & W FUI	07/31/19	Health Insurance Premium	58153	09/18/2019	08/15/2019	727.30
							727.30
601-60-911-000-4210	General Operation KETTLE RIVER GRAFIX	50317, 50376	W/S letter folding; blue cards	58156	09/18/2019	08/15/2019	355.21

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Fund/Dept/Acct	Vendor Name	Invoice #	Invoice Desc.	Check #	Due Date	Check Date	Amount
							355.21
601-60-911-000-4300	Professional AMERICAN PAYMENT CENTI PEOPLESERVICE, INC. PEOPLESERVICE, INC.	15-20174 33652 33652	Water/Sewer dropbox QTRLY rei Sep Water/Sewer Contract Sep Water/Sewer Contract	58183 58202 58202	09/18/2019 09/18/2019 09/18/2019	08/29/2019 08/29/2019 08/29/2019	39.00 225.00 5,030.50
							5,294.50
601-60-911-000-4322	Postage POSTMASTER	8142019	W/S account replenish, stamps	58173	09/18/2019	08/15/2019	81.53
							81.53
601-60-911-000-4381	Electric Utilit MINNESOTA POWER MINNESOTA POWER	07/22/19 08272019	Electric Utility Electric utility	58162 58198	09/18/2019 09/18/2019	08/15/2019 08/29/2019	809.24 819.96
							1,629.20
601-60-911-000-4383	Gas Utilities MN ENERGY RESOURCES C	08/02/19	Gas Utility	58164	09/18/2019	08/15/2019	99.06
							99.06
601-60-911-000-4404	Machiner & E TOTAL CONTROL SYSTEMS,	8908	WTP- pump 2 repair	58211	09/18/2019	08/29/2019	966.00
							966.00
601-60-911-000-4433	Dues and St MINNESOTA DEPT OF HEAL	08192019	Qtrly water connection fee	58197	09/18/2019	08/29/2019	755.00
							755.00
601-60-911-000-4442	Refunds & R MCGHEE/SONIA// THIEMAN/JOHN//	08202019 08202019	UB Refund- 403 Pine Ave UB Refund- 433 Washington	58195 58210	09/18/2019 09/18/2019	08/29/2019 08/29/2019	3.70 17.14
							20.84
Dept. Water Production/Distribution:							9,928.64
Total Fund Water Fund:							9,928.64
Fund: 602 Sewer Fund							
Dept: 50-950 Sewer Services							
602-50-950-000-4131	Health Insur I.U.O.E. LOCAL 49 H & W FU	07/31/19	Health Insurance Premium	58153	09/18/2019	08/15/2019	727.30
							727.30
602-50-950-000-4210	General Opt KETTLE RIVER GRAFIX	50317, 50376	W/S letter folding; blue cards	58156	09/18/2019	08/15/2019	355.20
							355.20
602-50-950-000-4300	Professional AMERICAN PAYMENT CENTI AMERICAN SEPTIC SERVICE PEOPLESERVICE, INC. PEOPLESERVICE, INC.	15-20174 9384 33652 33652	Water/Sewer dropbox QTRLY rei Robinson Park manhole pumpec Sep Water/Sewer Contract Sep Water/Sewer Contract	58183 58139 58202 58202	09/18/2019 09/18/2019 09/18/2019 09/18/2019	08/29/2019 08/15/2019 08/29/2019 08/29/2019	39.00 200.00 290.10 5,030.50
							5,559.60
602-50-950-000-4322	Postage POSTMASTER	8142019	W/S account replenish, stamps	58173	09/18/2019	08/15/2019	81.54
							81.54
602-50-950-000-4381	Electric Utilit EAST CENTRAL ENERGY MINNESOTA POWER MINNESOTA POWER	08122019 07/22/19 08272019	Sewer Plant Electric Utility Electric Utility Electric utility	58191 58162 58198	09/18/2019 09/18/2019 09/18/2019	08/29/2019 08/15/2019 08/29/2019	49.31 592.73 612.20
							1,254.24

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602-50-950-000-4383	Gas Utilities MN ENERGY RESOURCES C	08/02/19	Gas Utility	58164	09/18/2019	08/15/2019	43.80
							43.80
602-50-950-000-4386	Sewer water SANDSTONE/CITY OF//	07/31/19	City/Fire Water/Storm Water	58178	09/18/2019	08/15/2019	42.40
							42.40
602-50-950-000-4401	Building Rep; SANDSTONE ACE HARDWARE	08252019	Rock/shop/park- R&M & gen sup	58208	09/18/2019	08/29/2019	271.98
							271.98
602-50-950-000-4404	Machiner & I TOTAL CONTROL SYSTEMS,	8907	WWTP pump 2 repair	58211	09/18/2019	08/29/2019	1,755.40
							1,755.40
602-50-950-000-4442	Refunds & R THIEMAN/JOHN//	08202019	UB Refund- 433 Washington	58210	09/18/2019	08/29/2019	17.14
							17.14
							Total Dept. Sewer Services: 10,108.60
							Total Fund Sewer Fund: 10,108.60
Fund: 603 STORM WATER							
Dept: 50-951 Storm Water Service							
603-50-951-000-4131	Health Insur I.U.O.E. LOCAL 49 H & W FUJ	07/31/19	Health Insurance Premium	58153	09/18/2019	08/15/2019	186.00
							186.00
603-50-951-000-4220	Repair & Ma BNSF RAILWAY COMPANY	08152019	24" Culvert & open ditch	58186	09/18/2019	08/29/2019	382.46
							382.46
603-50-951-000-4322	Postage POSTMASTER	8142019	W/S account replenish, stamps	58173	09/18/2019	08/15/2019	12.28
							12.28
603-50-951-000-4740	Incentives at ROBERTS EXCAVATING	1392	Rip Rap by Cemetery	58206	09/18/2019	08/29/2019	9,800.00
							9,800.00
							Total Dept. Storm Water Services: 10,380.74
							Total Fund STORM WATER: 10,380.74
							Grand Total: 224,385.25

Check Register Report

AUGUST PAYROLL

Emp. Code Desc.: 01
City of Sandstone

Date: 9/13/2019
Time: 16:08:04

Check No.	Check Date	Recon.Date	Status	Employee ID	Pay To	Check Description	Amount
6094	08/02/2019		P	IUOE LOCAL	IUOE LOCAL 49	Remittance Check	\$175.00
20191600	08/02/2019		R	00182	LEAHA JACKSON	PP 16 PAY DATE 8/2	\$1,044.28
20191601	08/02/2019		R	00172	ALANA TYSON	PP 16 PAY DATE 8/2	\$1,256.64
20191602	08/02/2019		R	00136	LOIS NEWHEY	PP 16 PAY DATE 8/2	\$613.24
20191603	08/02/2019		R	00280	WAYLON FRANKLIN	PP 16 PAY DATE 8/2	\$255.18
20191604	08/02/2019		R	00274	KATHY GEORGE	PP 16 PAY DATE 8/2	\$2,207.98
20191605	08/02/2019		R	00278	CRAIGE HILER	PP 16 PAY DATE 8/2	\$1,352.06
20191606	08/02/2019		R	00132	PAUL PETERS	PP 16 PAY DATE 8/2	\$939.11
20191607	08/02/2019		R	00246	LARRY VOLK	PP 16 PAY DATE 8/2	\$642.56
20191700	08/16/2019		R	00182	LEAHA JACKSON	PP 17 PAY DATE 8/16	\$978.09
20191701	08/16/2019		R	00172	ALANA TYSON	PP 17 PAY DATE 8/16	\$1,325.50
20191702	08/16/2019		R	00136	LOIS NEWHEY	PP 17 PAY DATE 8/16	\$648.27
20191703	08/16/2019		R	00280	WAYLON FRANKLIN	PP 17 PAY DATE 8/16	\$281.36
20191704	08/16/2019		R	00274	KATHY GEORGE	PP 17 PAY DATE 8/16	\$2,207.98
20191705	08/16/2019		R	00278	CRAIGE HILER	PP 17 PAY DATE 8/16	\$1,740.71
20191706	08/16/2019		R	00132	PAUL PETERS	PP 17 PAY DATE 8/16	\$974.11
20191707	08/16/2019		R	00246	LARRY VOLK	PP 17 PAY DATE 8/16	\$1,024.56
20191800	08/30/2019		R	00182	LEAHA JACKSON	PP 18 PAY DATE 8/30	\$978.09
20191801	08/30/2019		R	00172	ALANA TYSON	PP 18 PAY DATE 8/30	\$1,336.78
20191802	08/30/2019		R	00136	LOIS NEWHEY	PP 18 PAY DATE 8/30	\$648.25
20191803	08/30/2019		R	00280	WAYLON FRANKLIN	PP 18 PAY DATE 8/30	\$552.69
20191804	08/30/2019		R	00274	KATHY GEORGE	PP 18 PAY DATE 8/30	\$2,246.64
20191805	08/30/2019		R	00278	CRAIGE HILER	PP 18 PAY DATE 8/30	\$1,387.06
20191806	08/30/2019		R	00132	PAUL PETERS	PP 18 PAY DATE 8/30	\$974.11
20191807	08/30/2019		R	00246	LARRY VOLK	PP 18 PAY DATE 8/30	\$642.56

Total Checks: 25

Sub-Total:	\$26,432.81
Total Void/Stop Payment:	\$0.00
Grand Total:	\$26,432.81

Remittance Vendor History Report

AUGUST PAYROLL ACH

Date: 9/13/2019
Time: 16:06:42

Emp. Code Desc.: All Employers
City of Sandstone

Check/Trx *	Date	Vendor Code	Vendor Name	Amount
* 891	08/02/2019	HCSP	MN STATE RETIREMENT SYSTEM	\$421.04
* 891	08/02/2019	IRS	INTERNAL REVENUE SERVICE	\$2,979.19
* 891	08/02/2019	MN DEPARTM	MN DEPARTMENT OF REVENUE	\$563.44
* 891	08/02/2019	MNDCP	ORCHARD TRUST COMPANY	\$1,132.00
* 891	08/02/2019	PERA	PUBLIC EMPLOYEES RETIREMENT	\$1,687.25
* 894	08/16/2019	HCSP	MN STATE RETIREMENT SYSTEM	\$424.06
* 894	08/16/2019	IRS	INTERNAL REVENUE SERVICE	\$3,303.56
* 894	08/16/2019	MN DEPARTM	MN DEPARTMENT OF REVENUE	\$623.95
* 894	08/16/2019	MNDCP	ORCHARD TRUST COMPANY	\$1,257.00
* 894	08/16/2019	PERA	PUBLIC EMPLOYEES RETIREMENT	\$1,773.07
* 896	08/30/2019	HCSP	MN STATE RETIREMENT SYSTEM	\$425.06
* 896	08/30/2019	IRS	INTERNAL REVENUE SERVICE	\$3,098.98
* 896	08/30/2019	MN DEPARTM	MN DEPARTMENT OF REVENUE	\$582.54
* 896	08/30/2019	MNDCP	ORCHARD TRUST COMPANY	\$1,257.00
* 896	08/30/2019	PERA	PUBLIC EMPLOYEES RETIREMENT	\$1,704.57
Total:				\$21,232.71

GRAND TOTAL AUGUST : 272,050.77



*Preserving, Protecting and Disseminating
the History of Pine County*

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Pine County Historical Museum

28 Aug, 2019

City of Sandstone
119 4th Street
PO Box 641
Sandstone, MN 55072

Kathy

I want to express our appreciation to the City of Sandstone for their donation of \$1500 provided to the Pine County Historical Society (PCHS).

This donation will be used to sustain the PCHS thru our summer months and beyond thanks to your diligence. I am hopeful that the Farmer's Almanac is wrong for it predicts a colder and snowier winter for us all. Don't look forward to that.

Keep up your good work in Sandstone and thank you again for your generous donation.

Larry E. Helwig
President, Pine County Historical Society