

SANDSTONE CITY COUNCIL
WEDNESDAY – OCTOBER 4, 2017
6:00 P.M.
AGENDA

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Additions or Corrections to the Agenda
5. Special Items of Business
6. Petitions or Complaints by Residents and/or Council members
(Comments from Visitors must be informational in nature and not exceed (5) minutes per person. The City Council generally will not engage in a discussion or debate in those five minutes but will take the information and find answers if that is appropriate. It is unacceptable for any speaker to slander or engage in character assassination at a public City Council meeting.)
7. Public Hearing: None
8. Consent Agenda:
 - A. Approval of Meeting Minutes:
 1. September 20, 2017 – Regular Council Meeting (pgs. 3-7)
9. Old & Continuing Business
 - A. SCDP – Environmental Review (pg. 8)
 - B. Sandstone History Center Building Assessment – Steve Brown (pgs. 9-11)
10. New Business:
 - A. Fire Hall Parking Lot & Drainage (pgs. 12-14)
 - B. Roofing Quotes (pgs. 15-18)
 - C. Generator Quotes (pgs. 19-26)
11. Reports
 - A. Library (pg. 27)
 - B. Financial Reports
 1. Vendor Approval Summary Report – September 21, 2017 (Paid Claims) (pg. 28)
 2. A/P Clerk Claims – September 21 through October 4, 2017 (Unpaid Claims) (pgs. 29-32)
12. Written Notices and Communications
13. Administrator’s Report
14. Adjourn

UPCOMING MEETINGS:

October 4 5:30 p.m. – EDA (if needed)

October 4 6:00 p.m. – City Council

October 5 9:30 a.m. – Pine County Housing Initiative

October 5 10:00 a.m. – East Central Housing Organization

October 5 11:00 a.m. – FCI Community Relations Board Meeting

October 11 9:00 a.m. – GPS 45:93 Annual Meeting

October 13 8:00 a.m. – Park & Rec Commission

October 17 9:30 a.m. – Greater MN Parks & Trails Annual Meeting

October 17 6:00 p.m. – Local Government Administrators

October 18 5:30 p.m. – EDA (if needed)

October 18 6:00 p.m. – City Council

October 20 5:00 p.m. – Friends of the Library Silent Auction

October 24 6:30 p.m. – Hospital District

October 25 10:00 a.m. – NLX

October 26 10:00 a.m. – 4:30 p.m. – LMC Regional Meeting – Virginia

October 27 10:00 a.m. – GPS 45:93

October 31 CHAMBER HALLOWEEN PARTY – FIRE HALL

**Sandstone City Council Meeting Minutes
September 20, 2017**

CALL TO ORDER: 6:00 p.m.

ROLL CALL: Franklin, Spartz, Devlin and Palmer

Members absent: Kester

Staff present: Administrator George and Recording Secretary Nelson

Others present: Greg Anderson, SEH

PLEDGE OF ALLEGIANCE:

Council, guests and staff recite pledge of allegiance.

ADDITIONS OR CORRECTIONS TO THE AGENDA

Motion Devlin, second Franklin to approve the agenda with the addition of a Cub Scout request. Motion carried 4-0.

SPECIAL ITEMS OF BUSINESS:

Preliminary 2018 Levy & Budget Presentation

The City Council held two work sessions to discuss the proposed 2018 Levy and Budget for the City and the EDA/HRA. The Preliminary Levy and Budget are to be certified and received by 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 but it can be less. The administrator explained the process of assessing residential and commercial property taxes and how the funds are allotted. The 2018 Proposed Levy total is \$512,226 and will be used to help pay for capital improvements, debt service, Wild River and the EDA. The council discussed how the amount each tax payer would be paying is less but the city will be receiving more funds.

Motion Devlin, second Spartz to approve Resolution 20170920-01 adopting the Preliminary 2018 Levy and Budget for \$503,226. Motion carried 4-0.

Motion Franklin, second Spartz to approve Resolution 20170920-02 adopting the Preliminary 2018 EDA Levy and Budget for \$9,000. Motion carried 4-0.

Motion Franklin, second Devlin to set Wednesday December 6, 2017 6 p.m. as the Annual Truth in Taxation Meeting. Motion carried 4-0.

PETITIONS OR COMPLAINTS BY RESIDENTS AND/OR COUNCIL MEMBERS:

There was discussion regarding repairs on the roads.

APPROVAL OF MEETING MINUTES:

Motion Franklin, second Devlin to accept the August 21, 2017 Council Work Session, September 5, 2017 Council Work Session and September 6, 2017 meeting minutes. Motion carried 4-0.

PUBLIC HEARING: none

CONSENT AGENDA: none

OLD & CONTINUING BUSINESS: none

NEW BUSINESS:

River Bluff Ave & 4th Street Project

The City Council has expressed interest in moving forward with the River Bluff Avenue and 4th Street Project which includes the replacement of existing sanitary sewer and water mains, including replacement of manholes, valves, hydrants and services to the property line. Reconstruction of the streets and replacement of the sanitary sewer main in the alley between 3rd and 4th Street are also part of the project. Mr. Anderson explained that this project is at the top of the list of capital plan projects the council discussed in the spring. He also discussed what steps would need to be taken if the owners would be assessed the costs of the improvements. The administrator asked the council if there is a procedure or policy to determine whether a project will be assessed to the owners or to the city in general. The administrator will do a search for any documentation that can be found that would indicate a policy.

Motion Franklin, second Palmer to move forward with the River Bluff Ave & 4th Street Project. Motion carried 4-0.

Water Main Looping Project

The City Council has expressed interest in initiating the Water Main Looping Project so that it can be placed on the Intended Use Plan for funding consideration from the MN Drinking Water Revolving Loan Fund. The project includes upgrades at wells #1 and #2 to improve redundancy and reliability, construction of a second water main between the water treatment plant and the water tower and looping the water main to the Medical/Business Park and portions of the City west of the railroad tracks. Grant funding possibilities were discussed. The administrator made a recommendation to move forward with all three projects.

Motion Devlin, second Franklin to move ahead with the engineering services agreement for the business park loop including sewer service. Motion carried 4-0.

Motion Devlin, second Franklin to prepare for the latter two projects by having the engineering reports prepared. Motion carried 4-0.

History Center – Feather Sign

The History Center volunteers would like to invest in an “Open” feather sign which would require drilling a hole in the sidewalk. They will place the sign so that it does not obstruct vision for vehicles pulling out on 4th Street. A sign permit will be required.

Motion Devlin, second Palmer to approve the installation of a feather sign in front of the History Center. Motion carried 4-0.

Banning State Park Youth Hunt

The annual Banning State Park Youth Hunt is scheduled for October 28th and 29th. Clarissa Payne, Acting Park Manager, is requesting the City waive ordinances 935.05 (firearms) and 945 (use of firearms) to allow for this event. The hunt takes place on the east side of Kettle River, a portion of which is located within the City limits. The necessity of a waiver was discussed.

Motion Devlin, second Spartz to exempt the Youth Hunt from 935.05 and grant a permit for ordinance 945 unless it is challenged by any DNR statute and then granting an exemption from both. Motion carried 4-0.

REPORTS:

Park & Rec Commission Meeting September 8, 2017

Hockey Rink Liner – the administrator talked to Blue Lake Plastics out of Sauk Center regarding a hockey rink liner. There is money in the Park fund. The \$1500 cost was discussed as well as how the entrance to the rink is handled by the liner.

Motion Franklin, second Palmer to purchase the hockey rink liner. Motion carried 4-0.

Park Land Swap – The City owned the old tennis courts and received a grant from the DNR. The land was sold before the end of the grant agreement stipulated. The DNR is requiring that other land be substituted.

Motion Devlin, second Palmer to approve swapping the soccer fields for the tennis courts per the agreement. Motion carried 4-0.

City Code 305.21 (subd 3) Amendment

The ordinance states that the Park and Recreation Commission must consist of at least ten people. The Park and Rec Commission would like to lower that membership number to seven with the possibility of one member not being a citizen and one being a student.

Motion Palmer, second Spartz to change the membership regulations to seven people with one member appointed at large not needing be a resident of the city but must be a property owner and one can be a student who does not need to be a resident. Motion carried 4-0.

Rink Maintenance & Warming House Attendant

A new job description was drawn up combining the rink maintenance and warming house duties. The job responsibilities and coverage were discussed. The requirements for hiring the individual were considered. The light at the warming hut and the hours of operation were deliberated.

Motion Franklin, second Devlin to approve the revised job description as presented. Motion carried 4-0

Doggie Waste Station – Robinson Park

The park commission would like to try a doggie waste station in Robinson park that would cost about \$200.

Motion Franklin, second Palmer to approve the request to install a doggie waste station at Robinson Park. Motion carried 4-0.

The harvesting of trees at the Kettle River Environmental Education Center (KREEC) property was deliberated.

The city is waiting to hear back from Burlington Northern about the purchase of Angle Park.

John Mikrot spoke to a company regarding the bicycle trail and was given a rough estimate. Other funds are being investigated.

Quotes for the repair of the stage at Robinson Park and for repairs to the Gin Pole are still in the works. Statewide, It's hard to get contractors to give bids and get second bids at this time. The council discussed the possibility of FCI being able to do any of the work.

Leaha Jackson is still working on the Legacy Grant for Robinson Park.

The climber's fest is this weekend and the issues that the council brought up have been addressed. Street and Park Department staff will plan to be around that Saturday to help.

Cub Scouts

Tom Meier sent a request to the City regarding an event called "Fun with Son" the Pine County Boy Scouts organize. The scouts would like to hold it at Robinson Park Saturday, October 14. About 25-50 adults are expected. The request did not come in time for the Parks and Rec Commission to consider so the administrator sent a notice to each member.

Motion Devlin, second Palmer to allow the Cub Scouts to have their event at the Robinson Park on Saturday, October 14 on the condition they set up a safe range. Motion carried 4-0.

Planning Commission Meeting September 13, 2017

The public hearing on the Comp Plan was held at the meeting. There was not a quorum, so no action was taken.

The consultant will be working on the economic development and marketing programs that need to be beefed up. Perhaps a joint meeting with the planning commission and city council would be advantageous.

Once the comp plan is finished, the staff will start working on zoning.

There is one vacancy one the Planning Commission and they've advertised and received one application - Steve Palmer.

Motion Franklin, second Spartz to appoint Steve Palmer to the Planning Commission. Motion carried 4-0.

Financial Reports

Motion Devlin, second Palmer to approve the financial reports as presented. Motion carried 4-0.

Motion Franklin, Devlin to approve and pay A/P Clerk Claims for September 7-20, 2017. Motion carried 4-0.

WRITTEN NOTICES AND COMMUNICATIONS:

The filing system in the Dropbox is appreciated by the council members.

ADMINISTRATOR'S REPORT:

The administrator provided the council with a handout outlining the current items that are being worked on, summarized as follows:

Assist property owner with the removal of three trees, water line repairs; water heater

The owners have trees that need to be removed and plumbing work done. The administrator would like to have the City pay the contractors to do the work and have the expenses, with interest, assessed onto their City taxes. The Small Cities Development program requires a match from the owner and is only available for certain areas. The council voiced their concern as to this solution setting a precedent for the many other residents who need, but cannot afford, work done on their property. They discussed this as a pilot for a program. The question came up as to whether the property taxes and water bill being current. The council considered what parameters would the City need to set if this is an ongoing program.

Motion Spartz, second Franklin to approve having a contractor do the work and assess the costs on the property taxes. Motion carried 4-0.

It is time to start advertising for a winter worker in the Street Department to be available November 1 to April 30. It is also street sweeping time. The administrator talked about putting something in the paper asking residents to not push their debris out into the street. She also discussed a City-wide newsletter.

Dynamic Speed Display Signs

The administrator is looking into prices. The range is \$2700-\$6000. She believes the one Sandstone would be using is in the lower end of that scale. MnDot specs say that the signs can be used when you have a transition. The council discussed how many and where the signs are needed. The consensus was two until the MnDot speed study is finished. Old Military Rd. is another trouble area for speeding.

Expectations for Administrator Position

Spartz mentioned that they have not sat down with the Administrator to discuss the council's expectations. Perhaps some kind of form like a questionnaire that the council members could fill out would be helpful.

The role of the sheriff's deputy and where he should focus his time is another area that the council needs to reach a consensus on.

East Central Housing Organization (ECHO) - the big topic was a new website - EastCentralHousing.com which will be a great site to find information on all kinds of housing and financing.

Essentia Health Sandstone - the administrator went to their critical access meeting and she brought back a handout for the council which was a breakdown of their employee costs based on zip code.

Property Assessed Clean Energy Program (PACE) - Pine County just recently became part of the program which will allow business owners to take advantage of loans for up to 20% of their property's assessed value for energy improvements. It is paid back through their property taxes.

Small Cities Development Program (SCDP) – The administrator went to mandatory training in Baxter. All of the work needs to be completed by September 2020.

Carl Nordquist, Althoff & Nordquist –the administrator met with the City's auditor and was informed that to make a separate Fire Fund a resolution will be needed. That can be done in December for the 2018 budget year.

East Central Regional Development Commission (ECRDC) in Mora. Good for networking with the area administrators and economic development professionals.

Old Highway 61 – The administrator went to a meeting and she passed out handouts; it's a marketing effort. They are having a Junk Treasure event. The Florist and History Center are on the route. She believes that membership would be advantageous and the cost would come out of the marketing fund.

MPCA Phosphorus Limits - The City sent a response. Mr. Anderson with SEH was part of the process.

Library - Request for proposals for a space needs assessment was sent out and four proposals have been received. The administrator will be meeting with Michael Fisher from LHB to further discuss options.

Airport Hangar Building - the administrator suggested that purchase of the building include the costs of having the sewer and well sealed off.

The Administrator went over the upcoming meetings that the council might be interested in attending.

ADJOURN

Motion Franklin, second Devlin to adjourn at 8:47 p.m. Motion carried 4-0.

Peter Spartz, Mayor

Kathy George, Administrator

CITY OF SANDSTONE
Memorandum

TO: Mayor and City Council
FROM: Kathy George, City Administrator
DATE: October 4, 2017
SUBJECT: SCDP – Environmental Review

BACKGROUND: An Environmental Review is required as part of the Small Cities Development Program. The objective of the ER is to protect health & safety and avoid or mitigate impacts that may harm clients, surrounding environment and project site.

Disbursement of funds will not occur until the State has issued an environmental clearance.

Nicole Klosner, Lakes & Pines, has been working on the ER document. It will be provided at the Council Meeting.

ATTACHMENTS None

STAFF RECOMMENDATION: Review and Approve Environmental Review document

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

CITY OF SANDSTONE
Memorandum

TO: Mayor and City Council
FROM: Kathy George, City Administrator
DATE: October 4, 2017
SUBJECT: Sandstone History Center Building Assessment – Steve Brown

BACKGROUND: In October, 2016, the City contracted with LHB to conduct an assessment of the building located at 402 Main Street, currently occupied by the Sandstone History Center. The total expense was \$5,400.

Steve Brown had agreed to pay \$2,000 towards that expense. Several attempts have been made to contact Steve Brown, invoices have been sent (via e-mail), with no response.

ATTACHMENTS (1) LHB Invoice
(2) City Invoice to Steve Brown

STAFF RECOMMENDATION: Discontinue efforts to collect \$2,000 from Steve Brown

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



LHB, Inc.
 21 West Superior Street, Suite 500
 Duluth, MN 55802 | 218.727.8446

RECEIVED OCT 24 2016

City of Sandstone
 Attn: Jessica Selbert, MPA
 119 Fourth Street
 P.O. Box 641
 Sandstone, MN 55072-0641

October 14, 2016
 Invoice No: 160321.00 - 1

Project 160321.00 Sandstone Mercantile Building Assessment

Hourly NTE \$5,400

Professional Services from April 1, 2016 to September 30, 2016

Professional Personnel

	Hours	Rate	Amount	
Principal				
Fischer, Michael	2.00	257.00	514.00	
Architect				
Waugh, Phillip	23.50	141.00	3,313.50	
Engineer				
Hearn, Stephen	11.00	174.00	1,914.00	
Totals	36.50		5,741.50	
Total Labor				5,741.50

Reimbursable Expenses

Travel/Mileage			99.36	
Total Reimbursables			99.36	99.36

Billing Limits

	Current	Prior	To-Date	
Total Billings	5,840.86	0.00	5,840.86	
Limit			5,400.00	
Adjustment				-440.86

Total this Invoice \$5,400.00

Billings to Date

	Current	Prior	Total
Labor	5,308.14	0.00	5,308.14
Expense	91.86	0.00	91.86
Totals	5,400.00	0.00	5,400.00

Net Due 30 days from Invoice Date

INVOICE

DATE: 1/12/2017		PAY TO: CITY OF SANDSTONE 119 FOURTH STREET P O BOX 641 SANDSTONE MN 55072 320.245.5241 FAX 320.245.5502		
TO: Steve Brown bigpaws1@comcast.net				
RE: Sandstone History Center Building Assessment				
Description	Date	Accl. Chrgs	Payment	Balance
Reimbursement for portion of LHB, Inc invoice 160321.00-1 \$5,400.00	14-Oct-16			\$2,000.00
TOTAL DUE				\$ 2,000.00

CITY OF SANDSTONE
Memorandum

TO: Mayor and City Council
FROM: Kathy George, City Administrator
DATE: October 2, 2017
SUBJECT: Fire Hall Parking Lot & Drainage

BACKGROUND: The City received 2 quotes from MPJ Enterprises for work at the Fire Hall.

One quote is to regrade the west side of the building, add topsoil and seed for \$2,300. This work is needed to address drainage and moisture issues – to direct the water away from the building. There would be an additional cost of \$350 to add straw or \$500 for a sewer blanket – one of these would be needed if we want to get the project done this fall.

The other quote is to build a 40' x 70' parking lot on the north side of the building for \$2,934. This would provide parking and address safety concerns with the current parking situation and fire trucks coming and going from the fire hall.

ATTACHMENTS (1) Quote re Drainage
(2) Quote re Parking Lot

STAFF RECOMMENDATION: Approve both quotes.

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

MPJ Enterprises, LLC

41 Division Street
 PO Box 684
 Sandstone MN 55072

Estimate

Date

9/25/2017

Thank you for letting us give you an estimate on your project!

City of Sandstone
 PO Box 641
 Sandstone, MN 55072

Project Description	Estimate #
	2019

Terms	Estimate good until	Project	Qty	Cost	Total
Net 15 days	10/10/2017	Fire Hall			
Regrade West side of building for drainage Topsoil and Seed disturbed areas				1,600.00 700.00	1,600.00 700.00
					<i>Fire Dept</i>
Subtotal					\$2,300.00
Sales Tax (7.375%)					\$0.00
Total					\$2,300.00

NOTICE: Bonding not included unless noted above.
 Prices are subject to change due to fuel costs.
 Work to be done as weather and scheduling permits.
 Should you have any questions about this estimate, please feel free to give us a call.
 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.

Phone # 320-245-5127 Fax # 320-245-5288 Accepted By & Date _____

MPJ Enterprises, LLC

41 Division Street
 PO Box 684
 Sandstone MN 55072

Estimate

Date

9/25/2017

Thank you for letting us give you an estimate on your project!

City of Sandstone
 PO Box 641
 Sandstone, MN 55072

		Project Description	Estimate #
			2020
Terms	Estimate good until	Project	
Net 15 days	10/10/2017	Fire Hall	
Description		Qty	Total
Build parking lot on North Side of building 40'x70'			
Site Work			
Class V	Fire Dept	84	1,758.00
			14.00
			1,758.00
			1,176.00
Subtotal			\$2,934.00
Sales Tax (7.375%)			\$0.00
Total			\$2,934.00

NOTICE: Bonding not included unless noted above.

Prices are subject to change due to fuel costs.

Work to be done as weather and scheduling permits.

Should you have any questions about this estimate, please feel free to give us a call.

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.

Phone # 320-245-5127

Fax # 320-245-5288

Accepted By & Date

CITY OF SANDSTONE
Memorandum

TO: Mayor and City Council
FROM: Kathy George, City Administrator
DATE: October 4, 2017
SUBJECT: Roofing Quotes

BACKGROUND: Craige Hiler, People's Service, received the following quotes for roofing work from Miller's Roofing & Siding:

Water Treatment Building: \$3,815.00
WWTP – 3 buildings: \$6,300.00
Well #2 – 2 buildings: \$2,750.00

Craige has been trying since August to get a 2nd quote. He has talked with several companies, two of which came out and looked at the buildings; however, they have not submitted a quote.

ATTACHMENTS Three Quotes as noted

STAFF RECOMMENDATION: Review approve quotes from Miller's Roofing & Siding

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



RECEIVED AUG 14 2017



Toll Free: 1-888-440-3451 • CELL # (763) 439-4610

FREE ESTIMATES

MN LIC. # BC679197

Water Treatment bldg

- Free Reference List
- Shingles, Flat & Metal Roofs
- Lifetime Vinyl & Steel Siding
- Licensed & Insured

Total Square: 12

Square Shingles 12 Color - Lifetime Architectural.

Square Rubber - Color - 39 ' of caps

Drip Edge 138 feet. Color -

W Formed Valley Tin - feet. Iceshield 156-6 feet up.

Tarpaper 2 rolls. Tar - gallons.

Nails 3/4 box Coils 1 1/4 " Nails - Coils - "

Roof Vents & Flashings

- Chimney pipes

- New chimney flashings - Sewer pipe vent flashings - Regular roof vents

- run of flashing tins - 5" Fan vent flashings 39 of vented ridge

- skylight flashings - 10" Fan vent flashings 3 Turbines

Total Cost \$ 3815.00 For the complete tear-off and cleanup job.
(Includes materials and labor.)

Down Payment \$ 1895.00

Customer's Name: Craig Hiler (City of Sandstone)

Phone Number: 612-644-0351

Address: Robinson Park
Sandstone

Date: 8/10/17

This is not a contract:

This is the price it will cost you to do your roof and a material list



Rock Put
Back on Roof
4380.00
BBB T

MN LIC. # BC679197

Contract

TOLL FREE 1-888-440-3451 • CELL # (763) 439-4610

PROPOSAL SUBMITTED TO <i>Craig Hiler</i>	<ul style="list-style-type: none"> • Free Estimates & Free Reference List • Flat, Metal & Shingled Roofs • Lifetime Vinyl & Steel Siding <i>WVTP</i> • Licensed & Insured
STREET <i>1117 South Pine</i>	
CITY, STATE AND ZIP CODE <i>Sandstone</i>	
PHONE <i>612-644-0351</i>	

- ROOF LABOR TO CONSIST OF:
- REMOVE ALL ROCK *3 Buildings - Re-Rubber*
 - TEAR OFF OLD ROOFING
 - INSTALL 1/2" FIBERBOARD OVER ENTIRE ROOF SYSTEM
 - ADD *-* " OF FOAM INSULATION R- *-*
 - INSTALL 60 MIL. COMMERCIAL GRADE, RUBBER MEMBRANE OVER ENTIRE *12* SQUARE ROOF *3 roofs*
 - FLASH *5* PIPE VENTS, *1* CHIMNEY, *1* UNITS, AND *3* DRAINS, *26'* FLASHING CAP
 - MOVE ROCK BACK INTO PLACE
 - 20 YEAR MATERIAL WARRANTY FOR BALLAST ROOF
 - 30 YEAR MATERIAL WARRANTY FOR A TOTALLY ADHERED ROOF.

MATERIALS

QUANTITIES	DESCRIPTION	QUANTITIES	DESCRIPTION
<i>1</i>	ROLLS 10' X 50' - 60 MIL RUBBER MEMBRANE	<i>-</i>	ROLLS 6" X 100' UNCURED FLASHING TAPE
<i>1</i>	ROLLS 20' X 50' - 60 MIL RUBBER MEMBRANE	<i>3</i>	GALLON CONTAINERS SEAM TAPE PRIMER
<i>-</i>	ROLLS 20' X 100' - 60 MIL RUBBER MEMBRANE	<i>41</i>	SHEETS OF 4 X 8 1/2" FIBERBOARD
<i>1</i>	CONTAINERS OF CLEANER	<i>-</i>	1 GALLON CONTAINERS OF RUBBER TO RUBBER ADHESIVE
<i>-</i>	SCREWS AND PLATES <i>-</i> " LENGTH	<i>5</i>	1" TO 6 7/8" PEEL AND STICK PIPE VENT BOOTS
<i>60'</i>	100' ROLLS OF SEAM TAPE	<i>-</i>	PCS. 10' REINFORCED STRIPPING
<i>3</i>	5 GALLON CONTAINERS OF BONDING ADHESIVE	<i>-</i>	PCS. 10' DRIP EDGE <i>-</i>
<i>1</i>	CASE OF LAPPED SEALANT	<i>-</i>	4' X 8' X 1" SHEETS OF FOAM INSULATION
<i>3</i>	ROLLS 6" X 100' CURED COVER STRIP WITH TAPE	<i>-</i>	4' X 8' 2" SHEETS OF FOAM INSULATION

We will clean up all debris and haul away, also magnetize the yard to pick up the nails.

Thank You
 P.S. Rotten boards will not exceed \$ *30.00* Per square foot overcharge *A sheet includes labor* Date: *8/10/17*
 PAYMENT DUE WITHIN 30 DAYS OF COMPLETION. SERVICE CHARGE TO BE ASSESSED THEREAFTER AT 1.5% PER MONTH, ADDED TO ALL ACCOUNTS NOT PAID BY EACH STATEMENT DATE. AFTER 90 DAYS OF THE COMPLETION DATE, A LIEN WILL BE TAKEN ON THE PROPERTY UNTIL PAID IN FULL.

We Propose hereby to furnish material and labor - complete in accordance with the above specifications, for the sum of:
Six Thousand Three Hundred and ⁰⁰/₁₀₀ dollars (\$ 6300.00)

Payment to be made as follows: *Pay upon completion*

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standards practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate.

Authorized Signature: *Roy S Miller*

Acceptance of Proposal - The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature: _____



RECEIVED AUG 14 2017

Well 2 building

Craig Hiler MN LIC. # BC679197

Contract

TOLL FREE 1-888-440-3451 • CELL # (763) 439-4610

PROPOSAL SUBMITTED TO <i>City of Sandstone</i>	<ul style="list-style-type: none"> • Free Estimates & Free Reference List • Flat, Metal & Shingled Roofs • Lifetime Vinyl & Steel Siding • Licensed & Insured
STREET <i>Robinson Park</i>	
CITY, STATE AND ZIP CODE <i>Sandstone</i>	
PHONE <i>612-644-0351</i>	

- ROOF LABOR TO CONSIST OF:**
- REMOVE ALL ROCK
 - TEAR OFF OLD ROOFING
 - INSTALL 1/2" FIBERBOARD OVER ENTIRE ROOF SYSTEM
 - ADD " OF FOAM INSULATION R -
 - INSTALL 60 MIL. COMMERCIAL GRADE, RUBBER MEMBRANE OVER ENTIRE 3.5 SQUARE ROOF
 - FLASH PIPE VENTS, CHIMNEY, 1 UNITS, AND DRAINS, FLASHING CAP 58 - *Outer Wall*
 - MOVE ROCK BACK INTO PLACE
 - 20 YEAR MATERIAL WARRANTY FOR BALLAST ROOF
 - 30 YEAR MATERIAL WARRANTY FOR A TOTALLY ADHERED ROOF.
- 2 Buildings - flashings on 1
1/2" Rubber on Other
13' of flashing added too Unit
of Re-Rubber*

MATERIALS

QUANTITIES	DESCRIPTION	QUANTITIES	DESCRIPTION
<u>1/2</u>	ROLLS 10' X 50' - 60 MIL RUBBER MEMBRANE	<u> </u>	ROLLS 6" X 100' UNCURED FLASHING TAPE
<u> </u>	ROLLS 20' X 50' - 60 MIL RUBBER MEMBRANE	<u>1/2</u>	GALLON CONTAINERS SEAM TAPE PRIMER
<u> </u>	ROLLS 20' X 100' - 60 MIL RUBBER MEMBRANE	<u>7</u>	SHEETS OF 4 X 8 1/2" FIBERBOARD
<input checked="" type="checkbox"/>	CONTAINERS OF CLEANER	<u> </u>	1 GALLON CONTAINERS OF RUBBER TO RUBBER ADHESIVE
<u>84</u>	SCREWS AND PLATES <u>1 5/8</u> " LENGTH	<u> </u>	1" TO 6 7/8" PEEL AND STICK PIPE VENT BOOTS
<u> </u>	100' ROLLS OF SEAM TAPE	<u> </u>	PCS. 10' REINFORCED STRIPPING
<u>1</u>	5 GALLON CONTAINERS OF BONDING ADHESIVE	<u> </u>	PCS. 10' DRIP EDGE <u> </u>
<u>2 tubes</u>	CASE OF LAPPED SEALANT	<u> </u>	4' X 8' X 1" SHEETS OF FOAM INSULATION
<u>70'</u>	ROLLS 6" X 100' CURED COVER STRIP WITH TAPE	<u> </u>	4' X 8' 2" SHEETS OF FOAM INSULATION

We will clean up all debris and haul away, also magnetize the yard to pick up the nails.

Thank You

P.S. Rotten boards will not exceed \$ 30.00 a sheet/ includes Labor Per square foot overcharge Date: 8/10/17
PAYMENT DUE WITHIN 30 DAYS OF COMPLETION. SERVICE CHARGE TO BE ASSESSED THEREAFTER AT 1.5% PER MONTH, ADDED TO ALL ACCOUNTS NOT PAID BY EACH STATEMENT DATE. AFTER 90 DAYS OF THE COMPLETION DATE, A LIEN WILL BE TAKEN ON THE PROPERTY UNTIL PAID IN FULL.

We Propose hereby to furnish material and labor - complete in accordance with the above specifications, for the sum of:
Two Thousand Seven Hundred fifty dollars (\$ 2750.00).

Payment to be made as follows: Pay upon Completion

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate.
Authorized Signature: Ray S. Mall

Acceptance of Proposal - The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do
Signature: _____

CITY OF SANDSTONE
Memorandum

TO: Mayor and City Council
FROM: Kathy George, City Administrator
DATE: October 4, 2017
SUBJECT: Generator Quotes

BACKGROUND: Purchase of a backup generator for the Quarry Place lift station was approved by the Council at the May 18, 2016 meeting. The quote that was approved was from Generator System Services (GSS) for \$17,484. However, this quote did not include an automatic switch. A 2nd quote was received from GSS with the switch included for \$19,814. Neither of these quotes included installation. One quote was later received from Drilling Plumbing & Heating to hook up gas to the generator for \$800 - \$850. Quotes were requested for electrical work, but never received. Quotes would be needed from contractors for the cement base and other installation needs.

At that time, in 2016, a quote was received from Allied Generators that included installation for \$24,910.

Rather than pursue additional quotes for the various installation needs (required if the GSS option is pursued), it was decided to get new quotes that would include installation.

The following quotes were received, both of which include installation:

Allied Generators	\$24,535
Midwest Electrical and Generator	\$23,572

(this quote includes upgrading the generator that was bid to the Kohler 30kW option – per Craige, this is a much better generator)

For both of these options, the gas company will need to run a gas line and install a meter. There may be an additional charge to the City from the gas company.

ATTACHMENTS (1) Allied Generators Quote
(2) Midwest Electrical and Generator Quote

STAFF
RECOMMENDATION: Approve quote from Midwest Electrical and Generator with the upgraded Kohler 30kW generator option

ACTION REQUIRED: Motion _____, second _____

Approved _____ Denied _____ Other _____

Allied Generators

577 Shoreview Park Rd
Shoreview, MN 55126
Phone: 651-770-2492



Bid #: 9284
Bid Date: 9/8/2017
Last Updated: 9/8/2017

Customer
Peoples Service Inc
PO Box 17
Sandstone, MN 55072
General Customer Contacts
Phone: 320-245-2592
Fax:
Cell: 612-644-0351
Email: chiler@peopleservice.com

Job
Lift Staton #3

Sandstone, MN
Primary Contact
Name: Lift Staton
Phone:
Cell:

Provide labor, material and services, in accordance with the following specifications and subject to the terms of this contract.

As per attached sheets

Any changes or additions requested by customer or their agents may incur additional charges. any changes or alterations by others may void all warranties or guarantees.

The price for the work above will be: **\$24,535.00**

The proposal is void if not accepted in writing within 30 days after the proposal date

Terms:
Proposal good for 30 days

*50% down, balance upon completion. Interest will be charged on all overdue accounts at 1.5% interest per month, plus any attorneys fees.

System will be billed as complete if final connections or testing are delayed due to customer request.

• Credit Card Payments add 3%

Allied Generators

By: Roger Heath

ACCEPTANCE: The Above prices specifications and conditions are satisfactory and hereby accepted. You are authorized to do the work as specified and payment will be made as outline above.

please sign and return one copy of each page as acceptance

Date of acceptance: _____ Signature _____

Allied Generators

577 Shoreview Park Rd
Shoreview, MN 55126
Phone: 651 770 2400



Bid #: 9284
Bid Date: 9/8/2017
Last Updated: 9/8/2017

Customer
Peoples Service Inc
PO Box 17
Sandstone, MN 55072

Job
Lift Station

Sandstone, MN

Job Description

Bid Items

Generator

- 1 Gillette 25kw Natural Gas SP-25

System Voltage

- 1 120/208V 3 Phase

Transfer Switch

- 1 Eaton 100 amp, 3 pole, Nema 3R

Accessories

- 1 Battery
- 1 Gas regulator
- 1 6 amp battery charger
- 1 1000 watt tank heater

Electrical

- 1 Wire generator and transfer switch
- 1 Mount the ATS next to the disconnect. Rewire from the disconnect into the ATS and back to the load.
- 1 Install two 15 amp inline fuses to power the tank heater and battery charger in the generator.
- 1 Surface mount the generator and control feeds from the ATS to the generator.

Fuel

- 1 Natural gas piping and connection performed by a LICENSED plumber.
- 1 New gas meter to be provided by others and mounted next to the generator.
- 1 Install proper ports for fuel pressure testing and troubleshooting

Allied Generators

577 Shoreview Park Rd
Shoreview, MN 55126
Phone: 654 770 3489



Bid #: 9284
Bid Date: 9/8/2017
Last Updated: 9/8/2017

Customer
Peoples Service Inc
PO Box 17
Sandstone, MN 55072

Job
Lift Station
Sandstone, MN

Job Description

1 Tee off gas meter and run a separate line to the generator.

Misc.

1 All permits included

Enclosure

1 Sound enclosure

Breaker Size

1 100 amp

Setting and Startup Services

1 Set generator with crane

1 Generator startup, 2 hour load bank, and customer training

Sales Tax

1 Sales tax NOT included

Warranty

1 Standard 2 year warranty

Install Items

1 Install a concrete pad per manufactures specs

1 Cut, remove and dispose of blacktop for the concrete slab

Clarifications

1 A gate may need to be installed on the fence to allow for access to the side of the generator. Not included in the bid.

Total: \$24,535.00

Allied Generators

577 Shoreview Park Rd
Shoreview, MN 55126
Phone: 651.770.3400



Bid #: 9284
Bid Date: 9/8/2017
Last Updated: 9/8/2017

Customer
Peoples Service Inc
PO Box 17
Sandstone, MN 55072

Job
Lift Station
Sandstone, MN

Job Description

Option Items: Not included in price

Monitoring System

1	Install Gen-Tracker Cellular system	\$700.00
1	Annual monitoring Fee Cellular \$350	\$350.00



Midwest Electric and Generator, Inc

People Service, Inc
 P.O. Box 17
 Sandstone, MN 55072

☎ (612) 644-0351
 ✉ chiler@peopleservice.com

ESTIMATE	#170996
DATE	Sep 18, 2017
SCHEDULED DATE	Mon Sep 18, 2017 3:00pm
TOTAL	\$20,598.00

SERVICE ADDRESS

Quarry Place
 Sandstone, MN 55072

CONTACT US

P.O. Box 293
 Rogers, MN 55374

☎ (612) 284-1550
 ✉ john@midwestgenerators.com

ESTIMATE

Services	qty	unit price	amount
Automatic Standby Generator For Lift Station	1.0	\$20,598.00	\$20,598.00

1-30kW Generac Protector Series generator system
 120/208V - 3 Phase
 1.5L - DOHC V4
 1800 RPM
 1-100A - SER automatic transfer switch, outdoor rated
 1-800A - Fuseable disconnect, outdoor rated
 2 year warranty

Installation of generator system:

Generator system to set within 15' of existing electrical controls for lift station
 Install 1-100A transfer switch on the exterior of cabinet, mounted below existing manual switch.
 Relocate existing manual plug, to accommodate new transfer switch. New transfer switch to be service disconnect point

Generator will backup entire lift station, currently rated at 48A FLA
 Configure all grounds and neutrals as required by code. Including reconfigure of grounds and neutrals, and extend bonding system per service disconnect locations. Install surface mounted conduit from generator location to transfer switch locations. including wiring for tap box as required. Wire all control work for communication, and also charging circuit and cold weather circuit

1-Crane work for setting of generator

- 1-Removal and disposal of tar, and new pour on site concrete pad
- 1-Pour generator concrete pad
- 1-Provide generator battery
- 1-Provide cold weather kit, oil heater, battery heater, and thermostat
- 1-Electrical permit
- 1-Electrical review
- 1-Mechanical permit
- 1-Mechanical review
- 1-Complete electrical work, branch circuits and generator feeders
- 1-Re-configure of electrical work for emergency generator source

- 1-Customer to install new high pressure NG meter for generator operation
- 1-Gas work, from new customer provided high pressure NG meter, within 15' of new generator

- 1-Factory required testing, generator registration, dealer check out, and customer training

Notes:

Offloading and rigging by Midwest
 Installation Included
 Start-up and Testing Service is included
 Load Bank testing is not included
 Permits are included

Midwest does not provide structural engineering, roof consulting, or architectural services, and this proposal and Contract shall not be construed as contracting to provide any such professional services. Contractor assumes no responsibility for design, structural adequacy, or compliance of the structure with building codes. If design services are required, Midwest shall not be responsible for the results of such services, whether or not such services are provided in relation to this. If structural engineering is required, fees to be paid by others, and are additional to this proposal

PAYMENT :

\$13,000 DUE AT ORDERING
 REMAINDER DUE BEFORE START UP OF GENERATOR

- : No retainage without written pre-accepted agreement
- : Startup will not be completed without 100% payment
- : A 3% surcharge will be added to all credit card payments

PRICES : Valid for 30 days from date of this proposal

TAXES : Sales Taxes are NOT included, and will be billed without a tax-exempt certificate

F.O.B.Shipping : Ownership of goods passes to buyer at the time the goods cross the shipping point. Pre-paid freight to jobsite is included.

CANCELLATION : Shall be subject to applicable fees but not less than 50% of the purchase price.

DELIVERY : Expected to be 4-8 Weeks after receipt of order and approved submittals. Factory will confirm delivery at the time of order. Storage fees of 4% per month will be assessed to the buyer starting 10 days after the scheduled ship date.

INDEMNIFICATION : Signee is obligated for any and all costs of collection, and associated fees

PROPRIETARY : This Quote/Bill of Material is proprietary to Midwest Electric and Generator
 Reproduction or sharing of this Quote/Bill of Material is strictly prohibited.

Materials	qty	unit price	amount
Generator Options			
Option #1 ADDER \$1,988.00			
Install Cummins 30kW Quiet Connect Generator			
120/208V - 3 Phase			
1.5L - DOHC V4			
1800 RPM			
Option #2 ADDER \$2,974			
Install Kohler 30kW Automatic Standby Generator			

Subtotal	\$20,598.00
Total	\$20,598.00

Thank you again for the opportunity to provide you with a proposal for your project. Please do not hesitate to reach out to us with questions or to book services.

We work hard to offer you Best-In-Class for your project, and can also offer some attractive financing options, such as 6 month to 36 month interest free terms depending on your project. Our technicians are competent, licensed, and highly skilled in their profession, and will leave you confident in your decision.

Midwest Electric and Generator is the only Power Pro Premier dealer in the 5 state area, a designation meaning we meet the most stringent set of requirements ensuring customers receive an outstanding sales and service experience when purchasing. We employ expert staff, including electricians, plumbers, mechanics, and project managers, consistently receiving high reviews from our customer base.

Thank you again for the opportunity to earn your business.

September Highlights

Sandstone Public Library, Jeanne Coffey Librarian

I attended the Fall MALF (Minnesota Association of Library Friends) workshop in Stillwater with four of our Friends board members. As usual this was a very informative session with lots of idea sharing and methods of how best to attract and keep new members. Our Friends board meets once a month on the third Thursday at 2:30 p.m.

In connection with the Region wide read – *Ice Out* we hosted Dale Blanchen with his Tin Lizzie presentation. Also this month author Dean Hovey visited and talked about his latest Pine County mystery book, *Family Trees*.

We have two books clubs that meet here every month, one meets at 10 a.m. on the second Thursday of each month and the other is an evening book club which meets on the fourth Tuesday of the month at 6 p.m. The library also hosts Story time for children every Wednesday at 10 a.m.

The library has six public computers and printer and there is almost no hour of the day when at least one or two people are using this equipment and often they are all full. We also have a children's computer that is loaded with games for kids. The juvenile section has a duplo table, activity center and, of course, bins full of books for kids.

We keep statistics of how many visit the library monthly. In August we had a total of 1,943, so far in September our total is 1,452 (through the 26th). We also keep track of how many reference questions we answer. Usually it is around 300 – 400 questions per month, such as where is Robinson Park, where is the drivers license office, information on ancestors, books to read (of course), downloading e-books, programming i-phones etc. We get it all and try to help when we can.

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

Vendor Approval Summary Report

COUNCIL APPROVED 09/20/17

Date: 09/21/2017

Time: 9:48 am

Page: 1

City of Sandstone

Vendor Name	Vendor Number	Check Amount	Hand Check Amount
ARLEN KRANTZ FORD INC	A0003	1,669.41	0.00
CHRIS' FOOD CENTER	C0004	112.96	0.00
EARL F ANDERSEN	E0001	184.95	0.00
GOPHER STATE ONE-CALL	G0002	20.25	0.00
G & D AUTO, INC.	G0015	303.30	0.00
I.U.O.E. LOCAL 49 H & W FUND	I0002	7,175.00	0.00
LEAGUE OF MINNESOTA CITIES	L0003	2,960.00	0.00
MATT'S SANITATION INC.	M0001	241.02	0.00
MINNESOTA POWER	M0002	3,465.24	0.00
MINNESOTA MAYORS ASSOCIATION	M0016	30.00	0.00
MUNICIPAL EMERGENCY SERVICES	M0030	3,796.76	0.00
MID-AMERICAN RESEARCH CHEMICAL	M0043	151.90	0.00
MN ENERGY RESOURCES CORP	M0076	253.02	0.00
METRO SALES	M0113	283.80	0.00
OFFICE DEPOT	O0010	57.50	0.00
PHASE	P0004	715.00	0.00
PINE COUNTY COURIER	P0007	239.33	0.00
POSTMASTER	P0010	203.32	0.00
PAUL'S PORTABLES	P0017	756.00	0.00
QUALITY HOME AND SPORT	Q0001	158.16	0.00
CENTURYLINK	Q0004	41.84	0.00
CITY OF SANDSTONE	S0002	40.26	0.00
SANDSTONE PETRO PLUS	S0021	724.18	0.00
ANDREW SPARTZ	S0025	125.34	0.00
DEBRA STEINECK	S0102	100.00	0.00
NORTHVIEW BANK	V0002	1,689.00	0.00
WSB & ASSOCIATES	W0011	1,549.50	0.00
Grand Total:		27,047.04	0.00

INVOICE APPROVAL LIST BY FUND REPORT
COUNCIL 10/04/17

Date: 09/28/2017

Time: 2:57 pm

Page: 1

City of Sandstone

Fund/Dept/Acct	Vendor Name	Invoice #	Invoice Desc.	Check #	Due Date	Posting Date	Amount
Fund: 101 General Fund							
Dept: 10-130 Executive							
101-10-130-000-4210	General Ope AMERICAN SOLUTIONS FOF	3204235	LASER CHECKS	0	10/04/2017	10/04/2017	353.97
							<u>353.97</u>
101-10-130-000-4300	Professional ADT	402106161	SECURITY SYSTEM	0	10/04/2017	10/04/2017	70.05
	EHLERS & ASSOCIATES, INC	74604	DISCLOSURE REPORTING	0	10/04/2017	10/04/2017	3,400.00
							<u>3,470.05</u>
101-10-130-000-4321	Telephone AT&T MOBILITY	09182017	ADMIN PHONE	0	10/04/2017	10/04/2017	77.21
	CENTURYLINK	102017	PHONE	0	10/04/2017	10/04/2017	250.01
							<u>327.22</u>
101-10-130-000-4322	Postage POSTMASTER	9272017	STAMPS	0	10/04/2017	10/04/2017	114.60
							<u>114.60</u>
101-10-130-000-4331	Travel Expen GEORGE/KATHY//	92017	MILEAGE	0	10/04/2017	10/04/2017	214.00
							<u>214.00</u>
101-10-130-000-4499	Miscellaneous GEORGE/KATHY//	92017	MILEAGE	0	10/04/2017	10/04/2017	13.00
							<u>13.00</u>
Total Dept. Executive:							4,492.84
Dept: 10-160 City Attorney							
101-10-160-000-4300	Professional KENNEDY & GRAVEN	340-00001,05	KC/TAX/SEWR/HELIPAD	0	10/04/2017	10/04/2017	343.00
							<u>343.00</u>
Total Dept. City Attorney:							343.00
Dept: 10-191 Planning and Zoning							
101-10-191-000-4300	Professional KENNEDY & GRAVEN	340-00001,05	KC/TAX/SEWR/HELIPAD	0	10/04/2017	10/04/2017	791.00
							<u>791.00</u>
Total Dept. Planning and Zoning:							791.00
Dept: 10-194 Buildings & Ground							
101-10-194-000-4220	Repair & Mai SANDSTONE ACE HARDWAF	102017	BLDNG/SHOP/STREETS SUPP	0	10/04/2017	10/04/2017	88.64
							<u>88.64</u>
101-10-194-000-4383	Gas Utilities CONSTELLATION NEWENER	211747	GAS UTILITY	0	10/04/2017	10/04/2017	57.46
							<u>57.46</u>
Total Dept. Buildings & Grounds:							146.10
Dept: 10-195 Economic Developn							
101-10-195-000-4300	Professional CHISAGO CO HRA-EDA	2017	OLD 61 MEMBERSHIP	0	10/04/2017	10/04/2017	200.00
							<u>200.00</u>
Total Dept. Economic Development:							200.00
Dept: 15-210 Law Enforcement							
101-15-210-000-4300	Professional PINE COUNTY TREASURER-	102017	POLICE CONTRACT	0	10/04/2017	10/04/2017	9,820.41

INVOICE APPROVAL LIST BY FUND REPORT
COUNCIL 10/04/17

Date: 09/28/2017
Time: 2:57 pm
Page: 2

City of Sandstone

Fund/Dept/Acct	Vendor Name	Invoice #	Invoice Desc.	Check #	Due Date	Posting Date	Amount
							9,820.41
							Total Dept. Law Enforcement: 9,820.41
Dept: 15-220 Fire							
101-15-220-000-4210	General Ope SANDSTONE ACE HARDWAF	102017	BLDNG/SHOP/STREETS SUPP	0	10/04/2017	10/04/2017	40.90
							40.90
101-15-220-000-4300	Professional GATEWAY FAMILY HEALTH C RICHARDSON/CARRIE//	92017	FD HEALTH INS CLAIM	0	10/04/2017	10/04/2017	135.00
		19	FIRE HALL CLEANING	0	10/04/2017	10/04/2017	300.00
							435.00
101-15-220-000-4321	Telephone CENTURYLINK	102017	PHONE	0	10/04/2017	10/04/2017	51.41
							51.41
101-15-220-000-4383	Gas Utilities CONSTELLATION NEWENER	211747	GAS UTILITY	0	10/04/2017	10/04/2017	68.36
							68.36
101-15-220-000-4385	Storm Water SANDSTONE/CITY OF//	102017	STORM WATER	0	10/04/2017	10/04/2017	63.63
							63.63
							Total Dept. Fire: 659.30
Dept: 15-270 Animal Control							
101-15-270-000-4300	Professional CHESTER/TESLA//	2017-3	ANIMAL CONTROL	0	10/04/2017	10/04/2017	150.00
							150.00
							Total Dept. Animal Control: 150.00
Dept: 20-300 Public Works Admin							
101-20-300-000-4210	General Ope SANDSTONE ACE HARDWAF SANDSTONE NAPA	102017	BLDNG/SHOP/STREETS SUPP	0	10/04/2017	10/04/2017	92.70
		475113	SHOP SUPPLIES	0	10/04/2017	10/04/2017	24.98
							117.68
101-20-300-000-4220	Repair & Mai SANDSTONE ACE HARDWAF	102017	BLDNG/SHOP/STREETS SUPP	0	10/04/2017	10/04/2017	4.98
							4.98
101-20-300-000-4224	Street Opera SANDSTONE ACE HARDWAF	102017	BLDNG/SHOP/STREETS SUPP	0	10/04/2017	10/04/2017	31.98
							31.98
101-20-300-000-4321	Telephone CENTURYLINK	102017	PHONE	0	10/04/2017	10/04/2017	51.41
							51.41
101-20-300-000-4381	Electric Utiliti MINNESOTA POWER	102017	ELECTRIC	0	10/04/2017	10/04/2017	255.75
							255.75
101-20-300-000-4404	Machiner & E MTI DISTRIBUTING, INC. SANDSTONE NAPA	1140752	TORO	0	10/04/2017	10/04/2017	359.67
		475113	SHOP SUPPLIES	0	10/04/2017	10/04/2017	4.29
							363.96
							Total Dept. Public Works Administration: 825.76
Dept: 25-520 Parks Maintenance							
101-25-520-000-4210	General Ope						

INVOICE APPROVAL LIST BY FUND REPORT
COUNCIL 10/04/17

Date: 09/28/2017
Time: 2:57 pm
Page: 3

City of Sandstone

Fund/Dept/Acct	Vendor Name	Invoice #	Invoice Desc.	Check #	Due Date	Posting Date	Amount
	DOG WASTE DEPOT	177281	DOG DEPOT STATION	0	10/04/2017	10/04/2017	199.99
							<u>199.99</u>
101-25-520-000-4300	Professional MPJ ENTERPRISES, LLC	21171	LIME FOR BASEBALL	0	10/04/2017	10/04/2017	1,300.00
							<u>1,300.00</u>
101-25-520-000-4401	Building Rep SANDSTONE ACE HARDWARE	102017	BLDNG/SHOP/STREETS SUPPL	0	10/04/2017	10/04/2017	11.99
							<u>11.99</u>
						Total Dept. Parks Maintenance:	1,511.98
Dept: 49-210 Non-Departmental E							
101-49-210-000-4385	Storm Water SANDSTONE/CITY OF//	102017	STORM WATER	0	10/04/2017	10/04/2017	522.78
							<u>522.78</u>
101-49-210-000-4760	Sandstone H MINNESOTA POWER	102017	ELECTRIC	0	10/04/2017	10/04/2017	31.65
							<u>31.65</u>
						Total Dept. Non-Departmental Expenses:	554.43
						Total Fund General Fund:	19,494.82
Fund: 401 Capital Projects Fund							
Dept: 40-450 Capital Account							
401-40-450-000-4534	Class V Stre MPJ ENTERPRISES, LLC	21222	STREET PAVING	0	10/04/2017	10/04/2017	1,400.00
							<u>1,400.00</u>
						Total Dept. Capital Account:	1,400.00
						Fund Capital Projects Fund:	1,400.00
Fund: 406 TIF KC Companies							
Dept: 40-465 KC COMPANY							
406-40-465-000-4300	Professional KENNEDY & GRAVEN	340-00001,05	KC/TAX/SEWR/HELIPAD	0	10/04/2017	10/04/2017	455.00
							<u>455.00</u>
						Total Dept. KC COMPANY:	455.00
						Fund TIF KC Companies:	455.00
Fund: 421 Medical and Business I							
Dept: 40-482 Business Park Extension							
421-40-482-000-4300	Professional SHORT ELLIOTT HENDRICKS	338657	OMR/BP PLATTING	0	10/04/2017	10/04/2017	2,166.29
							<u>2,166.29</u>
						Total Dept. Business Park Extension:	2,166.29
Dept: 40-484 OMR Airport Rd Upgrade							
421-40-484-000-4300	Professional SHORT ELLIOTT HENDRICKS	338657	OMR/BP PLATTING	0	10/04/2017	10/04/2017	2,806.00
							<u>2,806.00</u>
						Total Dept. OMR Airport Rd Upgrade:	2,806.00
						Total Medical and Business Park Fund:	4,972.29
Fund: 422 EDA Public Works Grant							

INVOICE APPROVAL LIST BY FUND REPORT
COUNCIL 10/04/17

Date: 09/28/2017
Time: 2:57 pm
Page: 4

City of Sandstone

Fund/Dept/Acct	Vendor Name	Invoice #	Invoice Desc.	Check #	Due Date	Posting Date	Amount
Dept: 10-195 Economic Developn							
422-10-195-000-4303	Contractual MN DNR ECO & WATER RES	2017-3296	LUNDORFF DR BRIDGE	0	10/04/2017	10/04/2017	2,000.00
							<u>2,000.00</u>
Total Dept. Economic Development:							2,000.00
I EDA Public Works Grant:							2,000.00
 Fund: 601 Water Fund							
Dept: 60-911 Water Production/Di							
601-60-911-000-4300	Professional PEOPLESERVICE, INC.	29409	WTR/SWR CONTRACT	0	10/04/2017	10/04/2017	225.00
	PEOPLESERVICE, INC.	29409	WTR/SWR CONTRACT	0	10/04/2017	10/04/2017	4,790.50
							<u>5,015.50</u>
601-60-911-000-4381	Electric Utiliti MINNESOTA POWER	102017	ELECTRIC	0	10/04/2017	10/04/2017	744.83
							<u>744.83</u>
Dept. Water Production/Distribution:							5,760.33
Total Fund Water Fund:							5,760.33
 Fund: 602 Sewer Fund							
Dept: 50-950 Sewer Services							
602-50-950-000-4300	Professional KENNEDY & GRAVEN	340-00001,05	KC/TAX/SEWR/HELIPAD	0	10/04/2017	10/04/2017	35.00
	PEOPLESERVICE, INC.	29409	WTR/SWR CONTRACT	0	10/04/2017	10/04/2017	296.52
	PEOPLESERVICE, INC.	29409	WTR/SWR CONTRACT	0	10/04/2017	10/04/2017	4,790.50
	SHORT ELLIOTT HENDRICKS	338657	OMR/BP PLATTING	0	10/04/2017	10/04/2017	271.73
							<u>5,393.75</u>
602-50-950-000-4381	Electric Utiliti EAST CENTRAL ENERGY	102017	WASTEWATER GAS	0	10/04/2017	10/04/2017	42.72
	MINNESOTA POWER	102017	ELECTRIC	0	10/04/2017	10/04/2017	1,143.58
							<u>1,186.30</u>
Total Dept. Sewer Services:							6,580.05
Total Fund Sewer Fund:							6,580.05
Grand Total:							40,662.49