

**AGENDA
HANOVER CITY COUNCIL
MARCH 15, 2016**

**MAYOR
CHRIS KAUFFMAN**

**COUNCIL
JOHN VAJDA
DOUGLAS HAMMERSENG
KEN WARPULA
JIM ZAJICEK**

1. Call to Order: 6:00 p.m.
2. Approval of Agenda
3. Consent Agenda Items:
 - a. Approve Minutes of February 29, 2016 City Council Meeting (pg. 5)
 - b. Approve Claims as Presented: (pg. 10)

| | |
|-------------------|----------------------|
| ➤ Claims | \$ 203,350.46 |
| ➤ Payroll | \$ 7,428.76 |
| ➤ P/R taxes & Exp | \$ 2,984.48 |
| ➤ Other Claims | <u>\$ 2,575.51</u> |
| ➤ Total Claims | <u>\$ 216,339.21</u> |
 - c. Res No 03-15-16-31 – Accepting Donation from Hanover Lions Club (pg. 40)
 - d. Res No 03-15-16-32 – Accepting Donation from Cub Foods, Chanhassen, MN (pg. 41)
 - e. Res No 03-15-16-33 – Accepting Donation from Hanover Athletic Association (pg. 42)
 - f. Res No 03-15-16-34 – Approving Beebe Lake Trail Final Pay Voucher (pg. 43)
 - g. Res No 03-15-16-35 – Approving Bridge Rehab Pay Voucher #4 (pg. 49)
 - h. Res No 03-15-16-36 – Accepting Donation from Northwest Area Jaycees (pg. 54)
 - i. Res No 03-15-16-37 – Accepting Donation from Corcoran Lions Club (pg. 55)
 - j. Res No 03-15-16-38 – Accepting Donation from Hanover Fire Relief Association (pg. 56)
 - k. Res No 03-15-16-39 – Approving the Purchase of Fire Department Extraction Tool (pg. 57)
 - l. Res No 03-15-16-40 – Approving EDA Rent Reimbursement Request (pg. 58)
4. Recognition Awards – Rodney Bechtold, Mike Trullinger, Jim Hennessey
5. 10754 106th Ave N. Sewer Line Backup
6. Water and Sewer Line Policies
7. 8th St. Extension Project
8. Historic Bridge Rehab. Project Update
9. Silt Fence Public Works Site

10. Park Comprehensive Plan Direction

11. Reports

12. Closed Session Pursuant to Minn. Stat. 13D.05, subd. 3(b)(3) to Develop an Offer for the Sale of Real Property Owned by the City, located at 11149 5th Street NE, Hanover, MN

13. Adjournment

To: Mayor Kauffman & Members of the Hanover City Council
From: Brian Hagen, City Administrator
Date: March 9, 2016
Re: Review of March 15, 2016 City Council Agenda

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2. Approval of Agenda
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 - l. Res No 03-15-16-40 – Approving EDA Rent Reimbursement Request (pg. 58)
4. Recognition Awards – Rodney Bechtold, Mike Trullinger, Jim Hennessey
Recognition plaques will be presented to Mr. Bechtold (Fire Department), Mr. Trullinger (Fire Department), and Mr. Hennessey (City Boards, Commissions, and volunteering) for their longstanding commitment to the City.
5. 10754 106th Ave N. Sewer Line Backup
The above address experienced a sewer line back up into the home. The service line was repaired, but there are questions to who is responsible for the repair costs. The repair project required a portion of the homeowners lawn and the road to be excavated leaving invoices for the repairs to the service line and a future invoice for the road repairs. Below is a paragraph in Chapter 9, Sec. 9.11 related to repairs to sewer service lines. Kelly Browning, from Joint Powers, will be present to discuss in more detail the stages of the situation. The homeowner will also be in attendance.

Chapter 9, Sec. 9.11 subparagraph N. Whenever any service connection becomes clogged, obstructed, broken or out of order, or detrimental to the use of the public sewer, or unfit for the

purpose of drainage, the owner shall repair or cause such work to be done and the Wastewater System Operator may direct. Each day after thirty (30) days that a person neglects or fails to so act shall constitute a separate violation of this section, and the Wastewater System Operator may then cause the work to be done, and recover from such owner or agent the expense thereof by an action in the name of the City.

6. Water and Sewer Line Policies

Enclosed are sample policies from other cities. Both Justin and Kelly will be able to give insight on how policies differ between cities and why. Staff is seeking initial direction from Council on how the City can implement an ordinance or policy to give clear direction on future water and sewer line issues. Council may recall water line freezes where the City assumed the costs because a policy was not in place.

7. 8th St. Extension Project

Justin will be present to discuss a recent outreach to Wright County and other controlling agencies related to an 8th St. road extension from the Industrial Park to Co. Rd. 19. Justin will further explain what preliminary work may be required prior to being able to move the project forward to a stage to seek approvals and outside funding sources.

8. Historic Bridge Rehab. Project Update

Several events have played out over the past few weeks. Justin and Scott will be able to provide an update and a progress report.

9. Silt Fence Public Works Site

With the recent tree clearing at the future public works site, silt fencing will be required in order to prevent the disturb soils from eroding away. Approximately 900 feet is required at 99 cents per foot installed.

10. Park Comprehensive Plan Direction

Suggestions were made to have the Park Board revisit aspects of the Park Comprehensive Plan. Staff is seeking further direction on whether a new park dedication study is desired, or if the suggestions are geared more towards planning improvements to the existing parks identified in the current plan. A new Park Dedication Study is a more complex undertaking that would require outside help from the City's consultants.

11. Reports of Mayor and Council Members, Staff, Boards, and Committees

12. Closed Session Pursuant to Minn. Stat. 13D.05, subd. 3(b)(3) to develop an Offer for the Sale of Real Property Owned by the City, located at 11149 5th Street NE, Hanover, MN

13. Adjournment

**CITY OF HANOVER
CITY COUNCIL MEETING
FEBRUARY 29, 2016 – DRAFT MINUTES**

Call to Order/Pledge of Allegiance:

Mayor Chris Kauffman called the regular meeting of Monday, February 29, 2016 to order at 7:00 p.m. Present were Mayor Chris Kauffman, Doug Hammerseng, Ken Warpula, and Jim Zajicek. John Vajda was absent. Also present were City Administrator Brian Hagen, Accountant/Deputy Clerk Elizabeth Lindrud, Public Works Supervisor Scott Vogel, and City Engineer Justin Messner. Tammy Omdal with Northland Securities, Doug Voerding from the Wright County Journal Press, resident Pat Athmann and a Hennepin County Sheriff were present as guests.

Approval of Agenda:

MOTION by Warpula to approve the agenda as presented, seconded by Hammerseng. **Motion carried unanimously.**

Consent Agenda:

Warpula recommended adding a range of \$10-\$12/hr. for the Public Works Seasonal help. Kauffman inquired on what Carl Osberg's role with WSB is related to the claims. Messner stated he is the Sr. Structural Engineer. Kauffman further inquired on the costs related to Geyer Signs and if Public Works could deliver the signs to St. Cloud. Kauffman requested that the job description for the seasonal help be changed to reflect that direction is given by the Public Works Supervisor, not Public Works Lead. Warpula inquired on the timber deck gaps and the time invoiced, Messner explained that instead of having an inspector onsite all day, the contractor laid the first few timbers out to be inspected. Warpula further inquired on the labor dispute charges related to a trail project. Messner stated that a County audit was required and there was a discrepancy, WSB helped to resolve the issue.

MOTION by Warpula to approve the consent agenda with the amended salary range for the Seasonal Position, seconded by Hammerseng.

a. Approve Minutes of February 16, 2016 City Council Work Session Meeting

b. Approve Minutes of February 23, 2016 Special Council Meeting

c. Approve Claims as Presented:

| | |
|-------------------|---------------------|
| ➤ Claims | \$ 43,796.16 |
| ➤ Payroll | \$ 7,446.16 |
| ➤ P/R taxes & Exp | \$ 2,975.24 |
| ➤ Other Claims | <u>\$ 1,448.86</u> |
| ➤ Total Claims | <u>\$ 55,666.42</u> |

d. Res No 02-29-16-22 – Approving Non-Waiver of LMCIT Statutory Coverage Limits

e. Res No 02-29-16-23 – Authorizing Posting of Pub. Works/Parks Seasonal Position

f. Res No 02-29-16-24 – Accepting Donation from Miller Trucking & Landscape Supply

Motion carried unanimously.

Citizen's Forum:

None

Public Hearings

Street Reconstruction Plan

Hagen introduced Tammy Omdal from Northland Securities and stated she has been assisting the City with preparation work needed to issue the bond. Hagen explained that the estimate for the Hanover Hills surface improvement project, along with \$500,000 each year for years 2018, 2019, and 2020 were

used to determine the total amount of \$2.5 million needed to complete these projects. If approved and a reverse referendum is not passed the City could bond for the full \$2.5 million if needed. Hagen stated that the intent is to follow the funding plan to determine what portions of the project are funded with bond money instead of bonding the full \$2.5 million. By approving the full \$2.5 million however, the City would have authority to bond that amount if needed. Hammerseng inquired as to what would happen if one year only \$200,000 was needed, could the additional \$300,000 be eliminated? Omdal stated that each year the Council can make a new Street Reconstruction Plan and reduce the amount to be bonded on that plan. Hammerseng further inquired that if after five years the full \$2.5 million was not used can the rest be used? Omdal stated that no, once the five years has passed any remaining amount that was not bonded could not be bonded. She further stated that funds can only be used for street reconstruction projects within that five year period and the total bonded amount cannot exceed \$2.5 million.

Warpula inquired on how much money the City sets aside for street projects each year. Hagen explained that prior to 2016, the City designated capital transfer amounts as part of the operating budget. We now levy the capital amounts directly to the capital improvement funds. Further, the funding plan in place for the CIP is now focused on an annual Debt Service/CIP amount. 2016 is approximately \$530,000, with the plan increasing this amount by 3% on average each year in order to fund future expenses related to capital improvements. Warpula would like to build the street fund so that the City does not have to bond again once these projects are completed. Hagen stated that the debt will increase the first few years, but over the life of the funding plan, overall debt would decrease with more projects being paid for by cash.

MOTION by Warpula to open the Public Hearing at 7:20 p.m., seconded by Zajicek. **Motion carried unanimously.**

Kauffman asked if there were any public comments. There were none.

Public Hearing was closed at 7:22 p.m. and the Regular meeting was reopened at 7:22 p.m.

Res No 02-29-16-25 – Approving the Adoption of a Street Reconstruction Plan and Authorizing the Issuance of General Obligation Street Reconstruction Bonds

MOTION by Hammerseng to approve Res No 02-29-16-25, seconded by Zajicek. **Motion carried unanimously.**

Capital Improvement Plan

Hagen stated that the Capital Improvement Plan identifies one project over the next five years. This plan was drafted prior to the Open House and the tour of the Corcoran Public Works. Based on feedback from the Open House and tour of Corcoran's Public Works, direction on Hanover's future Public Works Facility changed. He further stated the original \$1.5 million is in question, and a more accurate total project cost estimate is being formed. Hagen recommends the public hearing on the Capital Improvement Plan be continued to May 17, 2016, which at that time the updated bonding requirement would be considered. Warpula stated he wants total cost and Kauffman stated he would like the various options along with the additional costs. Hammerseng inquired as to how the annual debt service payment would increase with a larger bond amount. Omdal stated she can send that information to Council. She further stated interest rates could also change over the next few months which would have an impact to the annual payment amount that we would not know until that time.

MOTION by Warpula to open the Public Hearing at 7:20 p.m., seconded by Hammerseng. **Motion carried unanimously.**

Kauffman recommended that the Public Hearing be continued until May 17, 2016.

MOTION by Warpula to continue the Public Hearing until May 17, 2016 seconded by Zajicek. **Motion carried unanimously.**

Unfinished Business:

None

New Business:

Fire Department Conference Room Technology Upgrades

Warpula stated there is currently no speaker system in the Fire Hall conference room. Warpula further stated they do need the upgrades in technology for training. The total cost for the install and equipment is \$3,000. Council inquired if less expensive equipment could be purchased based on knowing that the projectors in City Hall were \$500 each. Warpula was unsure of the details of the quote, but does support the upgrades needed for training purposes.

MOTION by Warpula to approve the purchase and installation of technology upgrades for the Fire Hall in the amount of \$3,000, seconded by Hammerseng. **Motion carried unanimously.**

Res No 02-29-16-26 – Accepting Plans& Authorizing Bids for Hanover Hills Improvements

Messner stated that this resolution accepts the plans and authorizes the advertisement for bids on the Hanover Hills Street Improvement Project. Bids would be opened on March 31, 2016. Messner further stated that the engineer’s estimate for construction costs to be \$616,381.25. Warpula inquired as to how long the project will take from start to finish. Messner stated the Mill and Overlay will take a week and the reconstruction will take a couple weeks depending on weather.

Messner updated Council on the meeting with Rockford Township on sharing the cost for repaving Division Street. Messner stated that Rockford Township feels that most of the traffic is coming from St. Michael and Hanover Hills, not Rockford Township. Messner stated that Rockford Township will not discuss further cost sharing until they conduct a traffic count. Council requested that a bid alternate be added for the Division Street reconstruct.

MOTION by Warpula to approve Res No 02-29-16-26 with an alternate bid for Division Street, seconded by Hammerseng. **Motion carried unanimously.**

Res No 02-29-16-27 – Accepting Feasibility Report on 5th St. Watermain Extension

Messner stated that this resolution accepts the feasibility Report on the 5th St. Watermain Extension. The watermain would extend from County Road 19 to the east parcel line with an alternate to extend and create a loop to River Road. Kauffman inquired as to why the watermain was now able to run along the same side as the sewer line. Messner explained that it found there was room to install the watermain the minimum 10 feet required from the sewer line.

Hagen inquired if the 8 inch line would be able to service a future senior housing complex. Messner stated if it was a multistory unit with fire suppression 8 inches would not be sufficient and that 10 inch line would be needed. Hagen further inquired if the City were to receive the multiunit senior housing development on 5th St, could that project extend the stubbed service to their property or would they be required to finish the loop. Messner stated that they would need to loop.

The preliminary estimated amount assessed would be around \$45,000 per property, including the City’s property.

MOTION by Warpula to approve Res No 02-29-16-27, seconded by Hammerseng. **Motion carried unanimously.**

Res No 02-29-16-28 – Accepting Plans & Authorizing Bids 5th St. Watermain Extension

Messner stated that this resolution accepts the plans and authorizes bids for the 5th St. Watermain Extension. The bids would be opened on March 31, 2016. Warpula inquired if the Public Works building and sale of the 5 acres were to fall through, would the City still be required to go through with the watermain extension. Messner stated that the bids are good for 60 days, and the City would need to award or reject the bid in that time. Further inquiries on whether a 10 inch line should be installed were asked. Messner recommended that 10 inch line be run the entire length of the extension versus only a portion of project if the City was planning to make that change at this time. Engineer's estimate on construction cost to loop the watermain was \$225,212. By increasing pipe size, the estimate is low by the difference in the pipe cost.

MOTION by Warpula to approve Res No 02-29-16-28 with the 10 inch line, seconded by Zajicek. **Motion carried unanimously.**

Res No 02-29-16-29 – Accepting Plans & Authorizing Bids CSAH 19 Sidewalk Extension

Messner state that this resolution accepts the plans and authorizes bids for the sidewalk extension from the County Road 19 vehicle bridge to the Bridges of Hanover up 109th to Settler's Lane. Messner further stated that the construction estimate is \$130,000. Warpula inquired on the use of asphalt versus concrete. Messner stated that the County required concrete and a portion will require curb and gutter. There was discussion on why the crosswalk is located at 109th/Settlers Lane instead of 109th/Rosedale Ave. Staff explained that for public safety reasons, the crosswalk would be more dangerous at an intersection where traffic is exiting a County Road without the requirement to stop.

MOTION by Warpula to approve Res No 02-29-16-29, seconded by Hammerseng. **Motion carried unanimously.**

Res No 02-29-16-30 – Accepting Donation of Soccer Nets

Hagen stated that St. Michael is willing to donate a set of soccer nets to the City. Kauffman further explained that the regulation sizes are changing and St. Michael is buying new nets. Hagen asked where Council would like to see the nets placed. Kauffman stated the Park Board can decide on the placement. Warpula left at 8:40 for a call.

MOTION by Kauffman to approve Res No 02-29-16-30, seconded by Hammerseng. **Motion carried unanimously. Warpula was absent at this time.**

Warpula returned at 8:45 p.m.

2017-2018 Hennepin County Sheriff Contract

Hagen stated that the rates for the 2017-2018 Hennepin County Sheriff are \$71.90 for 2017 and \$74.06 for 2018. Hagen stated that he inquired as to why the rate jumped more than usual from the current contracted rate and found that the contracts are approved prior to labor negotiations, so the actual cost to provide service for the County was higher than the contract rate for the past two years to the City. Kauffman stated there is no reason to increase coverage beyond the three hours per day, as there is a low call rate.

Reports

Vogel

- Stated that the 10 acres tree cutting should be done this week. The wood chipper will be coming next week.
- the bridge timber was moved behind City Hall so that it is in a more secure location.

Messner

- Stated that Vogel and LS Black felt the bridge timbers were heavier than they should be. The timbers were weighed and they were around 80lbs heavier than expected. Messner further explained that the structural engineer became concerned about the weight. He further stated that the iron is being tested; the original assumptions were to error on the side of caution and assume the iron was a lower quality. If the iron tests to be higher quality the timbers will be fine as is, if the iron comes back lower quality the timbers will need to be sawn down and/or kiln dried. Messner further stated that a plaque with the load rating and number of people allowed on the bridge would be added to the bridge.

Zajicek

- Park Board has their yearly events planned.
- Stated the Park Board isn't comfortable giving a position on the Settlers Park Ballfield redesign until they see a final plan and exactly which trees would need to be removed.

Hammerseng

- Stated that Planning Commission had a meeting and welcomed new member Mike Christenson.
- Stated that Messer's colleague from WSB gave an educational presentation on MS4 regulations.
- Stated that Planning Commission discussed the impervious surface ordinance and agreed that at 50% requirement it could hinder industrial development. Messner stated that 75% is average for most cities and that 50% is more restrictive.

Lindrud

- Stated that AEM will be out next week to help start with audit prep.

Kauffman

- Reminded everyone that the caucus is March 1,2016. The Republicans are meeting at Hanover City Hall and the Democrats are at the STMA Middle School West.

Adjournment:

MOTION by Hammerseng to adjourn at 9:20 pm, seconded by Warpula. **Motion carried unanimously.**

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator

HANOVER

Payments

Current Period: March 2016

| Batch Name 03/15/16 PAY | | | | | | |
|----------------------------|---|---------------------|--------------|--------|--------------|-----------------|
| Payment | | Computer Dollar Amt | \$201,865.46 | Posted | | |
| Refer | 1562 <i>ADVANCED DISPOSAL SERVICES</i> | | | | | - |
| Cash Payment | E 100-41940-384 Refuse/Garbage Dispos Standard Trash - Februart 2016 | | | | | \$198.69 |
| Invoice | G20001554702 2/29/2016 | | | | | |
| Transaction Date | 3/7/2016 | Due 0 | Cash | 10100 | Total | \$198.69 |
| Refer | 1578 <i>ALLINA HEALTH SYSTEM</i> | | | | | - |
| Cash Payment | E 100-42240-310 Other Professional Servi Medical Directorship - January 2016 | | | | | \$729.50 |
| Invoice | II10020399 1/31/2016 | | | | | |
| Transaction Date | 3/9/2016 | Due 0 | Cash | 10100 | Total | \$729.50 |
| Refer | 1582 <i>AMERICAN PRESSURE INC.</i> | | | | | - |
| Cash Payment | E 100-42280-220 Repair/Maint Supply (GE Pressure Washer Repair | | | | | \$80.41 |
| Invoice | 89416 | | | | | |
| Transaction Date | 3/9/2016 | Due 0 | Cash | 10100 | Total | \$80.41 |
| Refer | 1558 <i>AT&T MOBILITY</i> | | | | | - |
| Cash Payment | E 100-43000-321 Telephone PW Cell Phone - 01/18/16 - 02/17/16 | | | | | \$138.16 |
| Invoice | 02252016 2/17/2016 | | | | | |
| Transaction Date | 2/29/2016 | Due 0 | Cash | 10100 | Total | \$138.16 |
| Refer | 1569 <i>B.K. AUTO</i> | | | | | - |
| Cash Payment | E 100-42280-215 Shop Supplies Cable Tie/Power Service Antigel/Shop Towels/T-Hinge | | | | | \$73.83 |
| Invoice | 3/8/2016 | | | | | |
| Cash Payment | E 100-42260-220 Repair/Maint Supply (GE Pump Primer | | | | | \$745.00 |
| Invoice | 3/8/2016 | | | | | |
| Transaction Date | 3/9/2016 | Due 0 | Cash | 10100 | Total | \$818.83 |
| Refer | 1560 <i>BIFFS INC.</i> | | | | | - |
| Cash Payment | E 100-45200-580 Other Equipment Eagleview Park | | | | | \$95.00 |
| Invoice | W589900-IN 3/2/2016 | | | | | |
| Transaction Date | 3/7/2016 | Due 0 | Cash | 10100 | Total | \$95.00 |
| Refer | 1567 <i>BURSCH BROS</i> | | | | | - |
| Cash Payment | E 100-42220-580 Other Equipment Excavator used for house fire | | | | | \$762.50 |
| Invoice | 1 1/31/2016 | | | | | |
| Transaction Date | 3/9/2016 | Due 0 | Cash | 10100 | Total | \$762.50 |
| Refer | 1565 <i>CARDMEMBER SRVC (CENTRAL B</i> | | | | | - |
| Cash Payment | E 100-42210-200 Office Supplies (GENER Late Fee - Refund | | | | | -\$37.00 |
| Invoice | 2/24/2016 | | | | | |
| Cash Payment | E 100-42260-240 Small Tools and Minor E Lock Boxes for Trucks | | | | | \$53.57 |
| Invoice | 2/24/2016 | | | | | |
| Transaction Date | 3/9/2016 | Due 0 | Cash | 10100 | Total | \$16.57 |
| Refer | 1559 <i>CARSON, CLELLAND & SCHREDE</i> | | | | | - |
| Cash Payment | E 100-41610-304 Legal Fees Legal Support/Work - February 2016 | | | | | \$780.11 |
| Invoice | 2/26/2016 | | | | | |
| Transaction Date | 2/29/2016 | Due 0 | Cash | 10100 | Total | \$780.11 |
| Refer | 1563 <i>CENTERPOINT ENERGY</i> | | | | | - |

HANOVER

03/10/16 10:58 AM

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Payments

Current Period: March 2016

| | | | | | |
|------------------|--|--|------|-------|--------------------------|
| Cash Payment | E 100-42280-383 Gas Utilities | Fire Department - 1/27/15 - 02/25/16 | | | \$416.21 |
| Invoice | 2/29/2016 | | | | |
| Cash Payment | E 100-41940-383 Gas Utilities | City Hall - 1/27/16 - 2/25/16 | | | \$498.22 |
| Invoice | 2/29/2016 | | | | |
| Transaction Date | 3/7/2016 | Due 0 | Cash | 10100 | Total \$914.43 |
| Refer | 1557 CITY OF ST. MICHAEL | | | | |
| | | | | | |
| Cash Payment | E 602-49455-310 Other Professional Servi | SAC Fees February 2016 - 527 Kayla | | | \$4,712.00 |
| Invoice | 2/29/2016 | | | | |
| Cash Payment | E 602-49455-310 Other Professional Servi | SAC Fees February 2016 - 565 Kayla | | | \$4,712.00 |
| Invoice | 2/29/2016 | | | | |
| Cash Payment | E 602-49455-310 Other Professional Servi | SAC Fees February 2016 - 1035 Emerald | | | \$4,712.00 |
| Invoice | 2/29/2016 | | | | |
| Transaction Date | 2/29/2016 | Due 0 | Cash | 10100 | Total \$14,136.00 |
| Refer | 1583 CLASSIC CLEANING COMPANY, LL | | | | |
| | | | | | |
| Cash Payment | E 100-41940-310 Other Professional Servi | Monthly Cleaining City Hall - March 2016 | | | \$325.00 |
| Invoice | 3/8/2016 | | | | |
| Cash Payment | E 100-41940-310 Other Professional Servi | Special Cleaning - February 2016 | | | \$65.00 |
| Invoice | 3/8/2016 | | | | |
| Cash Payment | E 100-41940-310 Other Professional Servi | Monthly Cleaining Fire Hall - March 2016 | | | \$155.00 |
| Invoice | 3/8/2016 | | | | |
| Transaction Date | 3/10/2016 | Due 0 | Cash | 10100 | Total \$545.00 |
| Refer | 1560 COLONIAL LIFE | | | | |
| | | | | | |
| Cash Payment | G 100-21706 Medical/Dental Ins | Supplemental Insurance - March 2016 | | | \$30.26 |
| Invoice | 4475836-030151 2/22/2016 | | | | |
| Transaction Date | 2/29/2016 | Due 0 | Cash | 10100 | Total \$30.26 |
| Refer | 1566 COMCAST | | | | |
| | | | | | |
| Cash Payment | E 100-41940-321 Telephone | Digital Voice & Internet - March 2016 | | | \$259.26 |
| Invoice | 2/25/2016 | | | | |
| Transaction Date | 3/3/2016 | Due 0 | Cash | 10100 | Total \$259.26 |
| Refer | 1559 COTTENS, INC. | | | | |
| | | | | | |
| Cash Payment | E 100-43000-220 Repair/Maint Supply (GE | Battery | | | \$88.99 |
| Invoice | 233-9916 2/26/2016 | | | | |
| Cash Payment | E 100-43000-220 Repair/Maint Supply (GE | Mirror | | | \$14.49 |
| Invoice | 233-6836 2/2/2016 | | | | |
| Cash Payment | E 100-43000-215 Shop Supplies | Slime Tire Sealant | | | \$9.69 |
| Invoice | 233-6836 2/2/2016 | | | | |
| Cash Payment | E 100-45200-220 Repair/Maint Supply (GE | Coupler | | | \$21.99 |
| Invoice | 233-7683 2/9/2016 | | | | |
| Cash Payment | E 100-45200-220 Repair/Maint Supply (GE | Hose/coupler/fitting | | | \$252.98 |
| Invoice | 233-7686 2/9/2016 | | | | |
| Cash Payment | E 100-45200-220 Repair/Maint Supply (GE | Hoses/fittings | | | \$101.65 |
| Invoice | 233-7813 2/10/2016 | | | | |
| Cash Payment | E 100-43000-215 Shop Supplies | Misc Shop Supplies | | | \$11.38 |
| Invoice | 233-8153 2/12/2016 | | | | |
| Transaction Date | 3/7/2016 | Due 0 | Cash | 10100 | Total \$501.17 |
| Refer | 1577 DEHMER FIRE PROTECTION | | | | |
| | | | | | |

HANOVER Payments

03/10/16 10:58 AM
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Current Period: March 2016

| | | | | | | |
|------------------|--|-----------|------|-------|----------------|---------------------|
| Transaction Date | 2/29/2016 | Due 0 | Cash | 10100 | Total | \$6,003.00 |
| Refer | 1565 <u>KAUL DESIGN GROUP, LLC</u> | | | | | |
| | | | | | | |
| Cash Payment | E 201-41330-437 Other Miscellaneous | | | | | \$200.00 |
| Invoice | 16-038 | 3/3/2016 | | | | |
| Transaction Date | 3/3/2016 | Due 0 | Cash | 10100 | Total | \$200.00 |
| Refer | 1569 <u>KENYON, TANEAL</u> | | | | | |
| | | | | | | |
| Cash Payment | E 100-48205-810 Refunds & Reimburseme | | | | | \$200.00 |
| Invoice | | 3/7/2016 | | | | |
| Transaction Date | 3/7/2016 | Due 0 | Cash | 10100 | Total | \$200.00 |
| Refer | 1570 <u>KOTTKE, BRIAN</u> | | | | | |
| | | | | | | |
| Cash Payment | E 100-42280-220 Repair/Maint Supply (GE | | | | | \$117.87 |
| Invoice | | 3/8/2016 | | | | |
| Transaction Date | 3/9/2016 | Due 0 | Cash | 10100 | Total | \$117.87 |
| Refer | 1580 <u>LINDRUD, ELIZABETH</u> | | | | | |
| | | | | | | |
| Cash Payment | E 100-45200-440 Programs | | | | | \$21.38 |
| Invoice | | 3/10/2016 | | | | |
| Transaction Date | 3/9/2016 | Due 0 | Cash | 10100 | Total | \$21.38 |
| Refer | 1557 <u>LS BLACK CONSTRUCTORS, INC</u> | | | | | |
| | | | | | | |
| Cash Payment | E 404-46323-310 Other Professional Servi | | | | | \$5,701.18 |
| Invoice | 4 | 3/4/2016 | | | | |
| | | | | | Project 208205 | |
| Transaction Date | 3/7/2016 | Due 0 | Cash | 10100 | Total | \$5,701.18 |
| Refer | 1568 <u>MENARDS-BUFFALO</u> | | | | | |
| | | | | | | |
| Cash Payment | E 100-43000-215 Shop Supplies | | | | | \$18.38 |
| Invoice | 7358 | 3/1/2016 | | | | |
| Cash Payment | E 100-42280-220 Repair/Maint Supply (GE | | | | | \$155.92 |
| Invoice | 7488 | 3/1/2016 | | | | |
| Cash Payment | E 100-43000-240 Small Tools and Minor E | | | | | \$7.99 |
| Invoice | 7488 | 3/1/2016 | | | | |
| Transaction Date | 3/4/2016 | Due 0 | Cash | 10100 | Total | \$182.29 |
| Refer | 1571 <u>MN STATE FIRE DEPT ASSOCIATI</u> | | | | | |
| | | | | | | |
| Cash Payment | E 100-42210-306 Dues & Subscriptions | | | | | \$240.00 |
| Invoice | | 2/1/2016 | | | | |
| Transaction Date | 3/9/2016 | Due 0 | Cash | 10100 | Total | \$240.00 |
| Refer | 1562 <u>NEW LOOK CONTRACTING, INC.</u> | | | | | |
| | | | | | | |
| Cash Payment | E 401-43123-310 Other Professional Servi | | | | | \$151,320.00 |
| Invoice | 6 & Final | 1/26/2016 | | | | |
| | | | | | Project 127253 | |
| Transaction Date | 3/2/2016 | Due 0 | Cash | 10100 | Total | \$151,320.00 |
| Refer | 1568 <u>PINOR, DAVID</u> | | | | | |
| | | | | | | |
| Cash Payment | E 100-42240-331 Travel Expenses | | | | | \$215.62 |
| Invoice | | 3/8/2016 | | | | |
| Cash Payment | E 100-42240-208 Training and Instruction | | | | | \$120.00 |
| Invoice | | 3/8/2016 | | | | |
| Cash Payment | E 100-42240-331 Travel Expenses | | | | | \$120.00 |
| Invoice | | 3/8/2016 | | | | |

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Payments

Current Period: March 2016

| | | | | | | |
|------------------|--|--|------|-------|--------------|-------------------|
| Cash Payment | E 100-42240-331 Travel Expenses | Mileage - PICO Training | | | | \$91.80 |
| Invoice | 3/8/2016 | | | | | |
| Transaction Date | 3/9/2016 | Due 0 | Cash | 10100 | Total | \$547.42 |
| Refer | 1558 <i>PLUNKETTS</i> | | | | | |
| Cash Payment | E 100-41940-310 Other Professional Servi | Pest Control | | | | \$81.00 |
| Invoice | 5377314 2/28/2016 | | | | | |
| Transaction Date | 3/7/2016 | Due 0 | Cash | 10100 | Total | \$81.00 |
| Refer | 1561 <i>RUPP ANDERSON SQUIRES & WA</i> | | | | | |
| Cash Payment | E 100-41610-304 Legal Fees | Miscellaneous | | | | \$1,119.15 |
| Invoice | 3941 2/26/2016 | | | | | |
| Cash Payment | E 100-41610-304 Legal Fees | City Council and Board/Commission Meetings | | | | \$300.00 |
| Invoice | 3941 2/26/2016 | | | | | |
| Cash Payment | E 100-41610-304 Legal Fees | Greenhouse Land Purchase Agreement | | | | \$775.50 |
| Invoice | 3941 2/26/2016 | Project 208204 | | | | |
| Cash Payment | E 100-41610-304 Legal Fees | Purchase Agreement (5 acre lot) | | | | \$2,163.46 |
| Invoice | 3941 2/26/2016 | Project 208218 | | | | |
| Cash Payment | E 100-41610-304 Legal Fees | Rockford Township Road Agreement | | | | \$175.00 |
| Invoice | 3941 2/26/2016 | | | | | |
| Cash Payment | E 100-41610-304 Legal Fees | Historic Bridge Grant Agreement | | | | \$122.50 |
| Invoice | 3941 2/26/2016 | Project 208205 | | | | |
| Transaction Date | 2/29/2016 | Due 0 | Cash | 10100 | Total | \$4,655.61 |
| Refer | 1572 <i>U.S. HEALTHWORKS</i> | | | | | |
| Cash Payment | E 100-42210-305 Medical and Dental Fees | Pre-Employment Physical Exam | | | | \$545.00 |
| Invoice | 0051035-MN 1/17/2016 | | | | | |
| Cash Payment | E 100-42210-305 Medical and Dental Fees | Vaccination for Firefighter | | | | \$103.00 |
| Invoice | 0051035-MN 1/17/2016 | | | | | |
| Transaction Date | 3/9/2016 | Due 0 | Cash | 10100 | Total | \$648.00 |
| Refer | 1576 <i>ULTIMATE SAFETY CONCEPTS, IN</i> | | | | | |
| Cash Payment | E 100-42210-305 Medical and Dental Fees | Fit Testing | | | | \$675.00 |
| Invoice | 165251 2/29/2016 | | | | | |
| Cash Payment | E 100-42220-221 Equipment Parts | Cylinder Gauge Assy | | | | \$135.00 |
| Invoice | 165251 2/29/2016 | | | | | |
| Cash Payment | E 100-42220-221 Equipment Parts | Truck Service Charge | | | | \$50.00 |
| Invoice | 165251 2/29/2016 | | | | | |
| Transaction Date | 3/9/2016 | Due 0 | Cash | 10100 | Total | \$860.00 |
| Refer | 1573 <i>VRIEZE, STEVE</i> | | | | | |
| Cash Payment | E 100-42210-306 Dues & Subscriptions | National Registry EMT Certification | | | | \$15.00 |
| Invoice | 3/8/2016 | | | | | |
| Transaction Date | 3/9/2016 | Due 0 | Cash | 10100 | Total | \$15.00 |
| Refer | 1563 <i>WRIGHT COUNTY AUDITOR-TREA</i> | | | | | |
| Cash Payment | E 100-42102-310 Other Professional Servi | WC Patrol Services - March 2016 | | | | \$8,174.00 |
| Invoice | 2/29/2016 | | | | | |
| Cash Payment | E 100-41540-301 Auditing and Acctg Servi | Audit Verification Form - 2015 | | | | \$150.00 |
| Invoice | A16-Hanover 2/29/2016 | | | | | |
| Transaction Date | 3/3/2016 | Due 0 | Cash | 10100 | Total | \$8,324.00 |
| Refer | 1564 <i>XCEL ENERGY</i> | | | | | |

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*Check Summary Register©

Cks 3/15/2016 - 3/15/2016

| Name | Check Date | Check Amt | |
|---|------------|---------------------|---------------------------------|
| 10100 Cash | | | |
| Paid Chk# 001550E CITY OF ST. MICHAEL | 3/15/2016 | \$14,136.00 | SAC Fees February 2016 - 527 K |
| Paid Chk# 001551E Heins, Denice | 3/15/2016 | \$120.00 | Storage - April 2016 |
| Paid Chk# 001552E KAUL DESIGN GROUP, LLC | 3/15/2016 | \$200.00 | Priority Maintenance Package - |
| Paid Chk# 001557E BIFFS INC. | 3/15/2016 | \$95.00 | Eagleview Park |
| Paid Chk# 001558E ALLINA HEALTH SYSTEM | 3/15/2016 | \$729.50 | Medical Directorship - January |
| Paid Chk# 001559E LINDRUD, ELIZABETH | 3/15/2016 | \$21.38 | Park Board - Easter Egg Hunt E |
| Paid Chk# 031697 ADVANCED DISPOSAL SERVICE | 3/15/2016 | \$198.69 | Standard Trash - Februart 2016 |
| Paid Chk# 031698 AMERICAN PRESSURE INC. | 3/15/2016 | \$80.41 | Pressure Washer Repair |
| Paid Chk# 031699 AT&T MOBILITY | 3/15/2016 | \$138.16 | PW Cell Phone - 01/18/16 - 02/ |
| Paid Chk# 031700 B.K. AUTO | 3/15/2016 | \$818.83 | Pump Primer |
| Paid Chk# 031701 BURSCH BROS | 3/15/2016 | \$762.50 | Excavator used for house fire |
| Paid Chk# 031702 CARDMEMBER SERVICE | 3/15/2016 | \$16.57 | Lock Boxes for Trucks |
| Paid Chk# 031703 CARSON, CLELLAND & SCHRED | 3/15/2016 | \$780.11 | Legal Support/Work - February |
| Paid Chk# 031704 CENTERPOINT ENERGY | 3/15/2016 | \$914.43 | Fire Department - 1/27/15 - 02 |
| Paid Chk# 031705 CLASSIC CLEANING COMPANY | 3/15/2016 | \$545.00 | Monthly Cleaining Fire Hall - |
| Paid Chk# 031706 COLONIAL LIFE | 3/15/2016 | \$30.26 | Supplemental Insurance - March |
| Paid Chk# 031707 COMCAST | 3/15/2016 | \$259.26 | Digital Voice & Internet - Mar |
| Paid Chk# 031708 COTTENS, INC | 3/15/2016 | \$501.17 | Hose/coupler/fitting |
| Paid Chk# 031709 DEHMER FIRE PROTECTION | 3/15/2016 | \$19.45 | FD Extinguisher Maintenance |
| Paid Chk# 031710 FINKEN WATER SOLUTIONS | 3/15/2016 | \$19.00 | Cook & Cold Rental Cooler - Ma |
| Paid Chk# 031711 FIRE SAFETY USA, INC. | 3/15/2016 | \$72.50 | Redhead - Stroz Hydrant Wrench |
| Paid Chk# 031712 FRESHWATER SOCIETY | 3/15/2016 | \$270.00 | Road Salt Symposium - Scott & |
| Paid Chk# 031713 HARDWARE HANK | 3/15/2016 | \$79.55 | Misc Hardware/Wire |
| Paid Chk# 031714 HENNEPIN CTY FIRE CHIEFS AS | 3/15/2016 | \$100.00 | Membership Dues D. Malewicki & |
| Paid Chk# 031715 JOINT POWERS WATER BOARD | 3/15/2016 | \$6,003.00 | WAC Fees February 2016 - 527 K |
| Paid Chk# 031716 KENYON, TANEAL | 3/15/2016 | \$200.00 | Damage Deposit Hall Rental - 3 |
| Paid Chk# 031717 KOTTKE, BRIAN | 3/15/2016 | \$117.87 | Pressure Washer Repair |
| Paid Chk# 031718 LS BLACK CONSTRUCTORS, IN | 3/15/2016 | \$5,701.18 | Historical Bridge Rehabilitati |
| Paid Chk# 031719 MENARDS-BUFFALO | 3/15/2016 | \$182.29 | Misc Screws/Anchors |
| Paid Chk# 031720 MN STATE FIRE DEPT ASSOCIA | 3/15/2016 | \$240.00 | MSFDA Membership Dues - 2016 |
| Paid Chk# 031721 NEW LOOK CONTRACTING, INC. | 3/15/2016 | \$151,320.00 | Beebe Lake Regional Trail CR 3 |
| Paid Chk# 031722 PINOR, DAVID | 3/15/2016 | \$547.42 | Lodging - PICO Training |
| Paid Chk# 031723 PLUNKETTS | 3/15/2016 | \$81.00 | Pest Control |
| Paid Chk# 031724 Rupp Anderson Squires & Waldsp | 3/15/2016 | \$4,655.61 | Historic Bridge Grant Agreeemen |
| Paid Chk# 031725 U.S. HEALTHWORKS | 3/15/2016 | \$648.00 | Vaccination for Firefighter |
| Paid Chk# 031726 ULTIMATE SAFETY CONCEPTS, | 3/15/2016 | \$860.00 | Cylinder Gauge Assy |
| Paid Chk# 031727 VRIEZE, STEVE | 3/15/2016 | \$15.00 | National Registry EMT Certific |
| Paid Chk# 031728 WRIGHT COUNTY AUDITOR-TRE | 3/15/2016 | \$8,324.00 | WC Patrol Services - March 201 |
| Paid Chk# 031729 XCEL ENERGY | 3/15/2016 | \$2,062.32 | City Lights - 02/03/16 - 03/02 |
| Paid Chk# 031730 FARMERS INSURANCE | 3/15/2016 | \$1,485.00 | Rent Reimbursement |
| Total Checks | | \$203,350.46 | |

FILTER: None



Carson, Clelland & Schreder

ATTORNEYS AT LAW
6300 SHINGLE CREEK PARKWAY STE 305
MINNEAPOLIS, MN 55430-2190
(763)-561-2800

February 26, 2016

CITY OF HANOVER
CITY ADMINISTRATOR
11250 5TH STREET NE
HANOVER, MN 55341

Professional Services

Amount

Criminal

Table with 2 columns: Description of services and Amount. Includes dates from 2/1/2016 to 2/24/2016, a subtotal of 751.89, and a total for professional services rendered of \$751.89.

Handwritten red text: 100-411660-304 - 780.11 with initials

FEB 29 2016

Client Expense Charges :

| | <u>Amount</u> |
|---------------------------------------|-------------------|
| <u>Criminal Expenses:</u> | |
| Monthly support fee | 14.11 |
| Monthly support fee for January | 14.11 |
| | <hr/> |
| SUBTOTAL: | [28.22] |
| | <hr/> |
| Total Client Expense Charges | \$28.22 |
| | <hr/> |
| Total amount of this bill | \$780.11 |
| Previous balance | \$121.25 |
| 2/19/2016 Payment - thank you | (\$121.25) |
| | <hr/> |
| Total payments and adjustments | (\$121.25) |
| | <hr/> |
| Balance due | \$780.11 |
| | <hr/> <hr/> |

I hereby declare under the penalties of perjury that the foregoing statement for legal services is just and correct and that no part thereof has been paid.



John J. Thames, City Attorney



Rupp, Anderson, Squires & Waldspurger, P.A.

333 South Seventh Street, Suite 2800
Minneapolis, MN 55402
Office (612) 436-4300 Fax (612) 436-4340
www.raswlaw.com

Federal Tax ID 46-1641135

Statement as of: 1/31/2016
Statement Date: 2/26/2016
Statement No. 3941

City of Hanover
Mr. Brian Hagen
11250 5th St NE
Hanover, MN 55341

| | |
|--|----------|
| 4011(1)-0001: Miscellaneous | 1,119.15 |
| 4011(1)-0004: City Council and Board/Commission Meetings | 300.00 |
| 4011(1)-0065: Senior Center Land Purchase Agreement | 775.50 |
| 4011(1)-0078: Purchase Agreement (5 Acre Lot) | 2,163.46 |
| 4011(1)-0079: Rockford Township Road Agreement | 175.00 |
| 4011(1)-0080: Historic Bridge Grant Agreement | 122.50 |

| | |
|--------------------------|-------------------|
| Total Fees and Expenses: | \$4,655.61 |
| Previous Balance: | - |
| Total Now Due: | \$4,655.61 |

100-411610-204 - 4655.61
EHL

FEB 29 2016



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Statement Date: 2/26/2016
Statement No. 3941

City of Hanover
Mr. Brian Hagen
11250 5th St NE
Hanover, MN 55341

4011(1)-0001: Miscellaneous

| | | Hours | Rate | Amount |
|------------|--|-------|--------|----------------|
| 01/05/2016 | JTS Prepare for council meeting; Review agenda packet and materials; Review development agreement and purchase agreement; Office conference with associate. | 1.20 | 175.00 | 210.00 |
| 01/06/2016 | JTS Liz e-mail regarding escrow letter; Review and reply. | 0.40 | 175.00 | 70.00 |
| 01/07/2016 | ZJC Office conference with Jay Squires regarding Public Works Director's status as exempt/non-exempt employee; E-mail Brian Hagen regarding employee's job description and comparable worth study. | 0.40 | 165.00 | 66.00 |
| 01/08/2016 | ZJC Legal research regarding exempt vs. non-exempt employees under Fair Labor Standards Act; Review Public Works Supervisor job description and Salary Survey from 2010; E-mail Brian Hagen regarding the same. | 0.60 | 165.00 | 99.00 |
| 01/11/2016 | JTS Office conference with associate regarding Fair Labor Standards Act and application of same to public works director; Review law. | 0.40 | 175.00 | 70.00 |
| 01/11/2016 | ZJC Review e-mail from Brian Hagen regarding Scott's salary and supervisory role; Legal research regarding exempt versus non-exempt employees; Office conference with Jay Squires regarding the same; Draft memorandum regarding the same. | 1.80 | 165.00 | 297.00 |
| 01/12/2016 | JTS Brian e-mail regarding Rockford Township agreement; Review. | 0.20 | 175.00 | 35.00 |
| 01/12/2016 | JTS Review and revise Fair Labor Standards Act memorandum; Transmit to client. | 0.20 | 175.00 | 35.00 |
| 01/14/2016 | JTS Telephone conference with Brian regarding closed meeting on property; Review law; Respond. | 0.20 | 175.00 | 35.00 |
| 01/19/2016 | JTS Office conference with associate regarding sale of land to Stewart and agreement issues. | 0.30 | 175.00 | 52.50 |
| | Sub-total Fees: | | | <hr/> \$969.50 |



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Federal Tax ID 46-1641135

4011(1)-0004: City Council and Board/Commission Meetings

| | | Hours | Rate | Amount |
|-----------------|----------------------|-------|--------|----------|
| 01/05/2016 | JTS Council meeting. | 4.20 | 175.00 | 300.00 |
| | | | | \$300.00 |
| Sub-total Fees: | | | | |

4011(1)-0065: Senior Center Land Purchase Agreement

| | | Hours | Rate | Amount |
|------------|--|-------|--------|--------|
| 01/05/2016 | JPE Receive and review signed copies of purchase agreement amendment and developer's agreement from Bradford Development; Forward same to Brian Hagen. | 0.20 | 165.00 | 33.00 |
| 01/11/2016 | JPE Telephone conference with Brian Hagen regarding Stewart Title contact; Telephone conference with Stewart Title general number regarding same. | 0.20 | 165.00 | 33.00 |
| 01/12/2016 | JPE Telephone conference with Dawn Anderson at Stewart Title regarding closing; E-mail correspondence with buyer regarding closing issues. | 0.30 | 165.00 | 49.50 |
| 01/13/2016 | JPE E-mail correspondence with buyer regarding information from Stewart Title regarding closing and status of title commitment. | 0.10 | 165.00 | 16.50 |
| 01/14/2016 | JPE E-mail correspondence with Zachary Crosby at Stewart Title regarding documents requested for closing. | 0.10 | 165.00 | 16.50 |
| 01/20/2016 | JPE E-mail correspondence with Brian Hagen regarding recording of developer's agreement; E-mail correspondence with Zachary Crosby at Stewart Title regarding status of title commitment. | 0.10 | 165.00 | 16.50 |
| 01/25/2016 | JPE Receive and review e-mail from Zachary Crosby at Stewart Title regarding updated Title Commitment; E-mail correspondence with Brad Bass regarding closing issues; E-mail correspondence with Brian Hagen regarding same. | 0.50 | 165.00 | 82.50 |
| 01/26/2016 | JPE Prepare for and participate in telephone conference with Brian Hagen regarding closing contingencies and issues raised by Bradford Development; Draft e-mail to Brad Bass and Scott Cole regarding same. | 1.10 | 165.00 | 181.50 |
| 01/27/2016 | JPE E-mail correspondence with Scott Cole regarding second amendment to purchase agreement; Receive and review e-mail correspondence between Brian Hagen and Scott Cole regarding plan review issues. | 0.20 | 165.00 | 33.00 |
| 01/28/2016 | JPE Receive and review draft assignment agreement and second amendment to purchase agreement from Scott Cole; E-mail correspondence with Scott Cole and Brian Hagen regarding same. | 0.20 | 165.00 | 33.00 |
| 01/31/2016 | JPE Review, analyze and revise draft second amendment to purchase agreement; Review, analyze and revised draft assignment agreement. | 1.70 | 165.00 | 280.50 |



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 Minneapolis, MN 55402
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Federal Tax ID 46-1641135

Sub-total Fees: \$775.50

4011(1)-0078: Purchase Agreement (5 Acre Lot)

| | | Hours | Rate | Amount |
|------------|---|-------|--------|--------|
| 01/05/2016 | JPE Analyze issues to address in draft purchase agreement. | 0.50 | 165.00 | 82.50 |
| 01/11/2016 | JPE Telephone conference with Brian Hagen regarding purchase price, contamination testing, and other items to address in purchase agreement. | 0.30 | 165.00 | 49.50 |
| 01/12/2016 | JPE Analysis of options for addressing fill material issue; Update draft purchase agreement and forward same to Brian Hagen for review. | 0.30 | 165.00 | 49.50 |
| 01/13/2016 | JPE Review and analyze administrative subdivision requirements; E-mail correspondence with Brian Hagen regarding same; Telephone conferences and e-mail correspondence with Cindy Nash, Brian Hagen, and Justin Messner regarding purchase agreement issues, issues related to fill material on City property, and subdivision issues; E-mail correspondence with proposed buyer regarding draft purchase agreement. | 2.40 | 165.00 | 396.00 |
| 01/14/2016 | JPE Exchange voicemails with and receive e-mail from JS Stewart attorney Bill Henney regarding buyer's comments on proposed purchase agreement; Telephone conference with Brian Hagen regarding issues associated with proposed purchase agreement and administrative subdivision; Receive and review e-mail correspondence from Cindy Nash regarding administrative subdivision; E-mail correspondence with Brian Hagen and Cindy Nash regarding telephone conference to discuss outstanding issues. | 1.00 | 165.00 | 165.00 |
| 01/15/2016 | JPE Telephone conference with Brian Hagen and Cindy Nash regarding administrative subdivision issues, water connection issue, and other purchase agreement issues; Telephone conference with Bill Henney, buyer's attorney, regarding buyer's comments to proposed purchase agreement; Telephone conference with Brian Hagen regarding update on conversation with Bill Henney; E-mail correspondence with Brian Hagen regarding closed meeting procedures. | 1.60 | 165.00 | 264.00 |
| 01/18/2016 | JPE Review and analyze special assessment standards and procedures. | 0.80 | 165.00 | 132.00 |
| 01/19/2016 | JPE Telephone conferences with Brian Hagen regarding issues to address during closed session with City Council; Legal research regarding potential conflict of interest issue; Plan, prepare for and participate in closed session with City Council. | 3.00 | 165.00 | 495.00 |
| 01/20/2016 | JPE Review and analyze next steps following closed session with City Council; Draft e-mail to Bill Henney, attorney for Jim Stewart, regarding closed session follow up and City Council position on costs associated with water extension. | 0.50 | 165.00 | 82.50 |



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| | | | | |
|----------------|---|------|-----------------|------------|
| 01/28/2016 JPE | Receive voicemail from Cindy Nash regarding administrative subdivision; Voicemail with Cindy Nash regarding same; Draft revisions to administrative subdivision memorandum and conditions; E-mail correspondence with Cindy Nash regarding same; E-mail correspondence with Brian Henney, attorney for buyer, regarding status of negotiations. | 0.40 | 165.00 | 66.00 |
| 01/29/2016 JPE | Telephone conference with Brian Hagen regarding purchase agreement issues; Revise draft purchase agreement to address issues raised by buyer and issues discussed in closed session; Draft agreements regarding city water extension and fill material. | 1.80 | 165.00 | 297.00 |
| 01/31/2016 JPE | Legal research regarding merger doctrine as it relates to common ownership of easement and land burdened by easement. | 0.50 | 165.00 | 82.50 |
| | | | Sub-total Fees: | \$2,161.50 |

4011(1)-0079: Rockford Township Road Agreement

| | | Hours | Rate | Amount |
|----------------|----------------------------------|-------|-----------------|----------|
| 01/15/2016 JTS | Review and comment on agreement. | 1.00 | 175.00 | 175.00 |
| | | | Sub-total Fees: | \$175.00 |

4011(1)-0080: Historic Bridge Grant Agreement

| | | Hours | Rate | Amount |
|----------------|--|-------|-----------------|----------|
| 01/15/2016 JTS | Review state grant agreement and comment to Brian. | 0.70 | 175.00 | 122.50 |
| | | | Sub-total Fees: | \$122.50 |

Rate Summary

| | | |
|-------------------|----------------------------|----------|
| Zachary J. Cronen | 2.80 hours at \$165.00/hr | 462.00 |
| Jay T. Squires | 8.80 hours at \$175.00/hr | 1,105.00 |
| John P. Edison | 17.80 hours at \$165.00/hr | 2,937.00 |
| Total hours: | 29.40 | 4,504.00 |

Expenses

| | Units | Price | Amount |
|---------------------|-------|-------|--------|
| 12/01/2015 Mileage. | 1.00 | 51.75 | 51.75 |
| 01/05/2016 Mileage. | 1.00 | 48.60 | 48.60 |
| 01/05/2016 Meal. | 1.00 | 7.50 | 7.50 |

HANOVER
Paid Register

| Check Numbe | Employee Number | Employee Name | Pay Period | Pay Group Description | Check Amount | Check Date | Status |
|----------------|--------------------|--------------------|---------------|--------------------------|-----------------|---------------|-------------|
| 500435 | 000000003 | Hagen, Brian S. | 5 | Bi-Weekly | \$1,854.51 | 3/11/2016 | Outstanding |
| 500434 | 000000008 | Doboszinski, Jason | 5 | Bi-Weekly | \$1,365.97 | 3/11/2016 | Outstanding |
| 500433 | 000000011 | Biren, Amy | 5 | Bi-Weekly | \$1,108.60 | 3/11/2016 | Outstanding |
| 500437 | 000000005 | Vogel, Scott F. | 5 | Bi-Weekly | \$1,832.44 | 3/11/2016 | Outstanding |
| 500436 | 000000060 | Lindrud, Elizabeth | 5 | Bi-Weekly | \$1,267.24 | 3/11/2016 | Outstanding |
| | | | | | <hr/> | | |
| | | | | | \$7,428.76 | | |

HANOVER

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Deduction/Benefit Register

Pay Group: 01 Bi-Weekly

Pay Periods: 2016(5)

| Deduction/Benefit Code & Description | Employee Number & Name | Deduction Amount | Benefit Amount |
|--------------------------------------|--------------------------------|------------------|----------------|
| 001 Federal | 000000011 Biren, Amy | \$196.05 | |
| | 000000008 Doboszinski, Jason | \$150.14 | |
| | 000000003 Hagen, Brian S. | \$254.53 | |
| | 000000060 Lindrud, Elizabeth | \$159.67 | |
| | 000000005 Vogel, Scott F. | \$219.03 | |
| | <i>Federal</i> | | \$979.42 |
| 005 State Tax - MN | 000000011 Biren, Amy | \$84.06 | |
| | 000000008 Doboszinski, Jason | \$66.27 | |
| | 000000003 Hagen, Brian S. | \$112.32 | |
| | 000000060 Lindrud, Elizabeth | \$69.67 | |
| | 000000005 Vogel, Scott F. | \$95.64 | |
| | <i>State Tax - MN</i> | | \$427.96 |
| 049 Medicare | 000000011 Biren, Amy | \$23.46 | |
| | 000000008 Doboszinski, Jason | \$26.73 | |
| | 000000003 Hagen, Brian S. | \$37.52 | |
| | 000000060 Lindrud, Elizabeth | \$25.50 | |
| | 000000005 Vogel, Scott F. | \$36.26 | |
| | <i>Medicare</i> | | \$149.47 |
| 051 Social Security | 000000011 Biren, Amy | \$100.29 | |
| | 000000008 Doboszinski, Jason | \$114.28 | |
| | 000000003 Hagen, Brian S. | \$160.43 | |
| | 000000060 Lindrud, Elizabeth | \$109.02 | |
| | 000000005 Vogel, Scott F. | \$155.06 | |
| | <i>Social Security</i> | | \$639.08 |
| 501 Social Security Benefit | 000000011 Biren, Amy | | \$100.29 |
| | 000000008 Doboszinski, Jason | | \$114.28 |
| | 000000003 Hagen, Brian S. | | \$160.43 |
| | 000000060 Lindrud, Elizabeth | | \$109.02 |
| | 000000005 Vogel, Scott F. | | \$155.06 |
| | <i>Social Security Benefit</i> | | \$639.08 |
| 502 Medicare Benefit | 000000011 Biren, Amy | | \$23.46 |
| | 000000008 Doboszinski, Jason | | \$26.73 |
| | 000000003 Hagen, Brian S. | | \$37.52 |
| | 000000060 Lindrud, Elizabeth | | \$25.50 |

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Deduction/Benefit Register

Pay Group: 01 Bi-Weekly

Pay Periods: 2016(5)

| Deduction/Benefit Code & Description | Employee Number & Name | Deduction Amount | Benefit Amount |
|--------------------------------------|---------------------------|------------------|----------------|
| 502 Medicare Benefit | 000000005 Vogel, Scott F. | | \$36.26 |
| | <i>Medicare Benefit</i> | | \$149.47 |
| <i>Grand Total</i> | | \$2,195.93 | \$788.55 |

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Deduction/Benefit Register

Pay Group: 01 Bi-Weekly

Pay Periods: 2016(5)

| Deduction/Benefit Code & Description | Employee Number & Name | Deduction Amount | Benefit Amount |
|--------------------------------------|------------------------------|------------------|----------------|
| 052 PERA | 000000011 Biren, Amy | \$105.14 | |
| | 000000008 Doboszinski, Jason | \$119.81 | |
| | 000000003 Hagen, Brian S. | \$168.19 | |
| | 000000060 Lindrud, Elizabeth | \$127.30 | |
| | 000000005 Vogel, Scott F. | \$162.57 | |
| | <i>PERA</i> | | \$683.01 |
| 503 PERA ER | 000000011 Biren, Amy | | \$121.32 |
| | 000000008 Doboszinski, Jason | | \$138.24 |
| | 000000003 Hagen, Brian S. | | \$194.06 |
| | 000000060 Lindrud, Elizabeth | | \$146.88 |
| | 000000005 Vogel, Scott F. | | \$187.58 |
| | <i>PERA ER</i> | | |
| <i>Grand Total</i> | | \$683.01 | \$788.08 |

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Deduction/Benefit Register

Pay Groups:

Pay Periods: 2016(5)

| Deduction/Benefit Code & Description | Employee Number & Name | Deduction Amount | Benefit Amount |
|--------------------------------------|------------------------------------|------------------|----------------|
| 103 HSA Contribution - Employee | 000000060 Lindrud, Elizabeth | \$200.00 | |
| | <i>HSA Contribution - Employee</i> | \$200.00 | |
| 505 HSA Contribution - Employer | 000000011 Biren, Amy | | \$222.81 |
| | 000000008 Doboszinski, Jason | | \$129.11 |
| | 000000003 Hagen, Brian S. | | \$279.16 |
| | 000000005 Vogel, Scott F. | | \$273.36 |
| | <i>HSA Contribution - Employer</i> | | \$904.44 |
| | <i>Grand Total</i> | \$200.00 | \$904.44 |

HANOVER
Cash Balances
 March 2016

| Fund | Begin Month | GL Debits Month | GL Credits Month | Balance |
|------------------------------------|-----------------------|--------------------|---------------------|-----------------------|
| 100 GENERAL FUND | \$997,664.93 | \$4,554.19 | \$37,531.05 | \$964,688.07 |
| 107 FIRE DEPT DONATIONS FUND | \$39,167.66 | \$14,000.00 | \$0.00 | \$53,167.66 |
| 201 EDA SPECIAL REVENUE FUND | \$98,502.64 | \$0.00 | \$200.00 | \$98,302.64 |
| 205 EDA BUSINESS INCENTIVE FUND | \$232,567.54 | \$633.53 | \$1,485.00 | \$231,716.07 |
| 311 2008A GO CIP REFUNDING BOND | \$33,143.81 | \$0.00 | \$0.00 | \$33,143.81 |
| 312 2009A GO IMP REFUNDING BOND | \$18,839.38 | \$0.00 | \$0.00 | \$18,839.38 |
| 313 2010 GO EQUIPMENT CERTIFICATES | -\$17,850.59 | \$0.00 | \$0.00 | -\$17,850.59 |
| 314 2011A GO IMP CROSSOVER REF BD | \$390,994.35 | \$0.00 | \$0.00 | \$390,994.35 |
| 401 GENERAL CAPITAL PROJECTS | \$921,079.41 | \$0.00 | \$151,320.00 | \$769,759.41 |
| 402 PARKS CAPITAL PROJECTS | \$234,534.79 | \$0.00 | \$0.00 | \$234,534.79 |
| 403 FIRE DEPT CAPITAL FUND | \$140,033.40 | \$0.00 | \$0.00 | \$140,033.40 |
| 404 HISTORICAL CAPITAL PROJ FUND | -\$91,617.81 | \$0.00 | \$5,701.18 | -\$97,318.99 |
| 407 TIF REDEV DIST #1 | \$5,602.46 | \$0.00 | \$0.00 | \$5,602.46 |
| 411 CITY HALL CAPITAL PROJ FUND | \$46,641.96 | \$0.00 | \$0.00 | \$46,641.96 |
| 417 EQUIPMENT CAPITAL FUND | \$51,846.36 | \$0.00 | \$0.00 | \$51,846.36 |
| 418 STREET CAPITAL PROJ FUND | \$493,659.31 | \$0.00 | \$0.00 | \$493,659.31 |
| 601 WATER ENTERPRISE FUND | \$769,748.20 | \$2,766.00 | \$6,003.00 | \$766,511.20 |
| 602 SEWER ENTERPRISE FUND | \$312,760.80 | \$5,337.00 | \$14,136.00 | \$303,961.80 |
| 603 STORM WATER ENTERPRISE FUND | \$136,064.62 | \$0.00 | \$0.00 | \$136,064.62 |
| 611 WATER CAPITAL IMP FUND | \$404,694.13 | \$0.00 | \$0.00 | \$404,694.13 |
| 612 SEWER CAPITAL IMP FUND | \$1,728,521.26 | \$0.00 | \$0.00 | \$1,728,521.26 |
| 613 STORM WATER CAPITAL IMP FUND | \$548,921.19 | \$0.00 | \$0.00 | \$548,921.19 |
| 804 SCHENDELS FIELD ESC FUND | \$146,014.50 | \$0.00 | \$0.00 | \$146,014.50 |
| 809 BRIDGES AT HANOVER ESC FUND | -\$13,476.50 | \$0.00 | \$0.00 | -\$13,476.50 |
| 811 EROSION CONTROL ESCROW FUND | \$27,250.00 | \$2,000.00 | \$0.00 | \$29,250.00 |
| 815 LANDSCAPE ESCROW FUND | \$37,000.00 | \$2,000.00 | \$0.00 | \$39,000.00 |
| 817 INFRASTRUCTURE ESCROW FUND | \$21,000.00 | \$1,000.00 | \$0.00 | \$22,000.00 |
| 818 MISC ESCROWS FUND | \$7,009.10 | \$1,000.00 | \$0.00 | \$8,009.10 |
| 820 BRIDGES TOWNHOMES ESC FUND | \$3,545.76 | \$0.00 | \$0.00 | \$3,545.76 |
| 821 QUAIL PASS 2ND ADD ESCROW FD | \$11,789.37 | \$0.00 | \$0.00 | \$11,789.37 |
| 900 INTEREST | \$37,714.47 | \$0.00 | \$0.00 | \$37,714.47 |
| | \$7,773,366.50 | \$33,290.72 | \$216,376.23 | \$7,590,280.99 |

Revenue Budget by Source - General Fund

| Source Alt Code | Account Descr | March 2016 Amt | 2016 YTD Amt | 2016 YTD Budget | 2016 YTD Balance | %YTD Budget |
|------------------------------|---|-------------------|--------------------|-----------------------|-----------------------|--------------|
| Fund 100 GENERAL FUND | | | | | | |
| TAXES | R 100-31000 Property Taxes - General | \$0.00 | \$4,505.00 | \$771,014.33 | \$766,509.33 | 0.58% |
| TAXES | R 100-31020 Property Taxes - Fire | \$0.00 | \$0.00 | \$112,838.38 | \$112,838.38 | 0.00% |
| TAXES | R 100-31800 Franchise Fees | \$0.00 | \$3,477.70 | \$12,000.00 | \$8,522.30 | 28.98% |
| Source Alt Code TAXES | | \$0.00 | \$7,982.70 | \$895,852.71 | \$887,870.01 | 0.89% |
| SERVICE | R 100-34000 Charges for Services | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| SERVICE | R 100-34101 City Hall Rent Revenue | \$250.00 | \$625.00 | \$8,000.00 | \$7,375.00 | 7.81% |
| SERVICE | R 100-34107 Assessment Search Fees | \$0.00 | \$0.00 | \$400.00 | \$400.00 | 0.00% |
| SERVICE | R 100-34108 Administrative Fees | \$300.00 | \$300.00 | \$2,000.00 | \$1,700.00 | 15.00% |
| SERVICE | R 100-34109 Copies/Faxes | \$0.00 | \$9.25 | \$50.00 | \$40.75 | 18.50% |
| SERVICE | R 100-34207 Fire Protection Services | \$0.00 | \$0.00 | \$104,284.82 | \$104,284.82 | 0.00% |
| SERVICE | R 100-34403 Recycling Rev/Reimb | \$0.00 | \$1,274.20 | \$6,000.00 | \$4,725.80 | 21.24% |
| SERVICE | R 100-34740 Park & Rec Concessions | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| SERVICE | R 100-34780 Park Rental Fees | \$0.00 | \$267.18 | \$3,000.00 | \$2,732.82 | 8.91% |
| SERVICE | R 100-34940 Cemetery Revenues | \$0.00 | \$650.00 | \$2,000.00 | \$1,350.00 | 32.50% |
| Source Alt Code SERVICE | | \$550.00 | \$3,125.63 | \$125,734.82 | \$122,609.19 | 2.49% |
| MISC | R 100-36100 Special Assessments | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| MISC | R 100-36200 Miscellaneous Revenues | \$0.00 | \$0.49 | \$0.00 | -\$0.49 | 0.00% |
| MISC | R 100-36210 Interest Earnings | \$0.00 | \$0.00 | \$1,000.00 | \$1,000.00 | 0.00% |
| MISC | R 100-36215 Investment Income/Loss | \$0.00 | \$0.00 | \$6,000.00 | \$6,000.00 | 0.00% |
| MISC | R 100-36230 Contributions and Donations | \$0.00 | \$256.41 | \$0.00 | -\$256.41 | 0.00% |
| MISC | R 100-36235 Insurance Dividends | \$0.00 | \$0.00 | \$6,000.00 | \$6,000.00 | 0.00% |
| MISC | R 100-36250 Damage Deposits | \$600.00 | \$1,600.00 | \$8,000.00 | \$6,400.00 | 20.00% |
| MISC | R 100-36260 Refunds or Reimbursements | \$0.00 | \$5,982.69 | \$0.00 | -\$5,982.69 | 0.00% |
| MISC | R 100-36290 Sale of Vehicles/Equipment | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| MISC | R 100-39203 Transfer from Other Fund | \$0.00 | \$19,200.00 | \$0.00 | -\$19,200.00 | 0.00% |
| Source Alt Code MISC | | \$600.00 | \$27,039.59 | \$21,000.00 | -\$6,039.59 | 128.76% |
| LIC PERM | R 100-32110 Alcoholic Beverages | \$0.00 | \$0.00 | \$10,300.00 | \$10,300.00 | 0.00% |
| LIC PERM | R 100-32180 Other Bus. Licenses/Permits | \$0.00 | \$50.00 | \$100.00 | \$50.00 | 50.00% |
| LIC PERM | R 100-32210 Building Permits | \$3,367.19 | \$29,863.36 | \$100,000.00 | \$70,136.64 | 29.86% |
| LIC PERM | R 100-32240 Animal Licenses | \$0.00 | \$20.00 | \$100.00 | \$80.00 | 20.00% |
| LIC PERM | R 100-32260 Solid Waste Hauler Licenses | \$0.00 | \$1,250.00 | \$1,500.00 | \$250.00 | 83.33% |
| LIC PERM | R 100-32270 Rental Dwelling Licenses | \$0.00 | \$0.00 | \$150.00 | \$150.00 | 0.00% |
| LIC PERM | R 100-32280 Other Non-Business Lic/Per | \$0.00 | \$2.00 | \$50.00 | \$48.00 | 4.00% |
| Source Alt Code LIC PERM | | \$3,367.19 | \$31,185.36 | \$112,200.00 | \$81,014.64 | 27.79% |
| INTGOVT | R 100-33400 State Grants and Aids | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| INTGOVT | R 100-33401 Local Government Aid | \$0.00 | \$0.00 | \$107,496.00 | \$107,496.00 | 0.00% |
| INTGOVT | R 100-33410 MV Credit | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| INTGOVT | R 100-33420 PERA Aid | \$0.00 | \$0.00 | \$339.00 | \$339.00 | 0.00% |
| INTGOVT | R 100-33422 State Fire Aid | \$0.00 | \$0.00 | \$36,000.00 | \$36,000.00 | 0.00% |
| INTGOVT | R 100-33426 State Police Aid | \$0.00 | \$0.00 | \$5,500.00 | \$5,500.00 | 0.00% |
| INTGOVT | R 100-33610 County Grants/Aid for Roads | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| Source Alt Code INTGOVT | | \$0.00 | \$0.00 | \$149,335.00 | \$149,335.00 | 0.00% |
| FINES | R 100-35100 Court Fines | \$0.00 | \$351.19 | \$1,500.00 | \$1,148.81 | 23.41% |
| Source Alt Code FINES | | \$0.00 | \$351.19 | \$1,500.00 | \$1,148.81 | 23.41% |
| Fund 100 GENERAL FUND | | \$4,517.19 | \$69,684.47 | \$1,305,622.53 | \$1,235,938.06 | 5.34% |

Revenue Budget by Source - General Fund

| Source Alt Code | Account Descr | March 2016 Amt | 2016 YTD Amt | 2016 YTD Budget | 2016 YTD Balance | %YTD Budget |
|-----------------------|---------------|-------------------|-----------------|--------------------|---------------------|----------------|
| | | \$4,517.19 | \$69,684.47 | \$1,305,622.53 | \$1,235,938.06 | 5.34% |

Expenditure Budget Report - General Fund

| Dept Abbrev | Account Descr | March 2016 Amt | 2016 YTD Amt | 2016 YTD Budget | 2016 YTD Balance | %YTD Budget |
|-----------------------------------|---|----------------------|-----------------|--------------------|---------------------|----------------|
| Fund 100 GENERAL FUND | | | | | | |
| Dept 41110 Council | | | | | | |
| COUNCIL | E 100-41110-111 Committee Wages/Mee | \$0.00 | \$0.00 | \$12,000.00 | \$12,000.00 | 0.00% |
| COUNCIL | E 100-41110-122 FICA | \$0.00 | \$0.00 | \$744.00 | \$744.00 | 0.00% |
| COUNCIL | E 100-41110-123 Medicare | \$0.00 | \$0.00 | \$174.00 | \$174.00 | 0.00% |
| COUNCIL | E 100-41110-208 Training and Instructio | \$0.00 | \$0.00 | \$450.00 | \$450.00 | 0.00% |
| COUNCIL | E 100-41110-306 Dues & Subscriptions | \$0.00 | \$1,088.90 | \$7,000.00 | \$5,911.10 | 15.56% |
| COUNCIL | E 100-41110-331 Travel Expenses | \$0.00 | \$0.00 | \$1,000.00 | \$1,000.00 | 0.00% |
| COUNCIL | E 100-41110-437 Other Miscellaneous | \$0.00 | \$441.71 | \$25,202.92 | \$24,761.21 | 1.75% |
| Dept 41110 Council | | \$0.00 | \$1,530.61 | \$46,570.92 | \$45,040.31 | 3.29% |
| Dept 41330 Boards and Commissions | | | | | | |
| BRDCOMM | E 100-41330-111 Committee Wages/Mee | \$0.00 | \$0.00 | \$4,000.00 | \$4,000.00 | 0.00% |
| BRDCOMM | E 100-41330-208 Training and Instructio | \$0.00 | \$0.00 | \$150.00 | \$150.00 | 0.00% |
| BRDCOMM | E 100-41330-331 Travel Expenses | \$0.00 | \$0.00 | \$100.00 | \$100.00 | 0.00% |
| Dept 41330 Boards and Commissions | | \$0.00 | \$0.00 | \$4,250.00 | \$4,250.00 | 0.00% |
| Dept 41400 City Administrator | | | | | | |
| CITYADM | E 100-41400-101 Full-Time Employees R | \$2,587.50 | \$12,902.50 | \$67,275.00 | \$54,372.50 | 19.18% |
| CITYADM | E 100-41400-121 PERA | \$194.06 | \$967.68 | \$5,045.63 | \$4,077.95 | 19.18% |
| CITYADM | E 100-41400-122 FICA | \$160.43 | \$799.98 | \$4,171.05 | \$3,371.07 | 19.18% |
| CITYADM | E 100-41400-123 Medicare | \$37.52 | \$187.09 | \$975.49 | \$788.40 | 19.18% |
| CITYADM | E 100-41400-134 Employer Paid Life | \$0.00 | \$61.34 | \$384.00 | \$322.66 | 15.97% |
| CITYADM | E 100-41400-151 Med/Dental Insurance | \$279.16 | \$1,674.08 | \$8,400.00 | \$6,725.92 | 19.93% |
| CITYADM | E 100-41400-208 Training and Instructio | \$0.00 | \$410.00 | \$1,500.00 | \$1,090.00 | 27.33% |
| CITYADM | E 100-41400-306 Dues & Subscriptions | \$0.00 | \$0.00 | \$500.00 | \$500.00 | 0.00% |
| Dept 41400 City Administrator | | \$3,258.67 | \$17,002.67 | \$88,251.17 | \$71,248.50 | 19.27% |
| Dept 41410 Elections | | | | | | |
| ELECTION | E 100-41410-200 Office Supplies (GENER | \$0.00 | \$0.00 | \$2,000.00 | \$2,000.00 | 0.00% |
| ELECTION | E 100-41410-310 Other Professional Serv | \$0.00 | \$0.00 | \$5,000.00 | \$5,000.00 | 0.00% |
| ELECTION | E 100-41410-351 Legal Notices Publishin | \$0.00 | \$0.00 | \$300.00 | \$300.00 | 0.00% |
| ELECTION | E 100-41410-400 Repairs & Maint Cont (| \$0.00 | \$1,014.40 | \$1,000.00 | -\$14.40 | 101.44% |
| Dept 41410 Elections | | \$0.00 | \$1,014.40 | \$8,300.00 | \$7,285.60 | 12.22% |
| Dept 41430 Clerical Staff | | | | | | |
| CLERICAL | E 100-41430-101 Full-Time Employees R | \$1,617.60 | \$8,059.29 | \$42,059.16 | \$33,999.87 | 19.16% |
| CLERICAL | E 100-41430-121 PERA | \$121.32 | \$604.45 | \$3,154.44 | \$2,549.99 | 19.16% |
| CLERICAL | E 100-41430-122 FICA | \$100.29 | \$499.67 | \$2,607.67 | \$2,108.00 | 19.16% |
| CLERICAL | E 100-41430-123 Medicare | \$23.46 | \$116.88 | \$609.86 | \$492.98 | 19.17% |
| CLERICAL | E 100-41430-134 Employer Paid Life | \$0.00 | \$176.20 | \$1,080.00 | \$903.80 | 16.31% |
| CLERICAL | E 100-41430-142 Unemployment Benefit | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| CLERICAL | E 100-41430-151 Med/Dental Insurance | \$222.81 | \$1,622.81 | \$8,400.00 | \$6,777.19 | 19.32% |
| CLERICAL | E 100-41430-208 Training and Instructio | \$0.00 | \$255.00 | \$500.00 | \$245.00 | 51.00% |
| CLERICAL | E 100-41430-306 Dues & Subscriptions | \$0.00 | \$0.00 | \$250.00 | \$250.00 | 0.00% |
| Dept 41430 Clerical Staff | | \$2,085.48 | \$11,334.30 | \$58,661.13 | \$47,326.83 | 19.32% |
| Dept 41435 Staff Expenses | | | | | | |
| STAFFEXP | E 100-41435-260 Uniforms | \$0.00 | \$0.00 | \$300.00 | \$300.00 | 0.00% |
| STAFFEXP | E 100-41435-310 Other Professional Serv | \$0.00 | \$150.00 | \$1,000.00 | \$850.00 | 15.00% |
| STAFFEXP | E 100-41435-331 Travel Expenses | \$0.00 | \$0.00 | \$2,000.00 | \$2,000.00 | 0.00% |
| Dept 41435 Staff Expenses | | \$0.00 | \$150.00 | \$3,300.00 | \$3,150.00 | 4.55% |
| Dept 41530 Accounting | | | | | | |
| ACCTING | E 100-41530-101 Full-Time Employees R | \$1,958.40 | \$9,776.64 | \$50,918.40 | \$41,141.76 | 19.20% |
| ACCTING | E 100-41530-121 PERA | \$146.88 | \$733.25 | \$3,818.88 | \$3,085.63 | 19.20% |

Expenditure Budget Report - General Fund

| Dept Abbrev | Account Descr | March 2016 Amt | 2016 YTD Amt | 2016 YTD Budget | 2016 YTD Balance | %YTD Budget |
|---|---|----------------------|-----------------|--------------------|---------------------|----------------|
| ACCTING | E 100-41530-122 FICA | \$109.02 | \$558.63 | \$3,156.94 | \$2,598.31 | 17.70% |
| ACCTING | E 100-41530-123 Medicare | \$25.50 | \$130.65 | \$738.32 | \$607.67 | 17.70% |
| ACCTING | E 100-41530-134 Employer Paid Life | \$0.00 | \$163.40 | \$504.00 | \$340.60 | 32.42% |
| ACCTING | E 100-41530-151 Med/Dental Insurance | \$0.00 | \$1,800.00 | \$10,800.00 | \$9,000.00 | 16.67% |
| ACCTING | E 100-41530-208 Training and Instructio | \$0.00 | \$410.00 | \$1,000.00 | \$590.00 | 41.00% |
| ACCTING | E 100-41530-306 Dues & Subscriptions | \$0.00 | \$50.00 | \$500.00 | \$450.00 | 10.00% |
| ACCTING | E 100-41530-310 Other Professional Serv | \$0.00 | \$0.00 | \$3,000.00 | \$3,000.00 | 0.00% |
| Dept 41530 Accounting | | \$2,239.80 | \$13,622.57 | \$74,436.54 | \$60,813.97 | 18.30% |
| Dept 41540 Auditing | | | | | | |
| AUDITING | E 100-41540-301 Auditing and Acctg Ser | \$150.00 | \$150.00 | \$27,400.00 | \$27,250.00 | 0.55% |
| Dept 41540 Auditing | | \$150.00 | \$150.00 | \$27,400.00 | \$27,250.00 | 0.55% |
| Dept 41550 Assessing | | | | | | |
| ASSESS G | E 100-41550-310 Other Professional Serv | \$0.00 | \$28.00 | \$18,000.00 | \$17,972.00 | 0.16% |
| Dept 41550 Assessing | | \$0.00 | \$28.00 | \$18,000.00 | \$17,972.00 | 0.16% |
| Dept 41570 Purchasing | | | | | | |
| PURCHASE | E 100-41570-200 Office Supplies (GENER | \$0.00 | \$834.69 | \$4,000.00 | \$3,165.31 | 20.87% |
| PURCHASE | E 100-41570-205 Bank Fees | \$0.00 | \$8.00 | \$100.00 | \$92.00 | 8.00% |
| PURCHASE | E 100-41570-207 Computer Supplies | \$0.00 | \$0.00 | \$3,500.00 | \$3,500.00 | 0.00% |
| PURCHASE | E 100-41570-220 Repair/Maint Supply (G | \$0.00 | \$479.59 | \$5,800.00 | \$5,320.41 | 8.27% |
| PURCHASE | E 100-41570-322 Postage | \$0.00 | \$832.54 | \$1,500.00 | \$667.46 | 55.50% |
| PURCHASE | E 100-41570-570 Office Equip and Furnis | \$0.00 | \$0.00 | \$4,000.00 | \$4,000.00 | 0.00% |
| Dept 41570 Purchasing | | \$0.00 | \$2,154.82 | \$18,900.00 | \$16,745.18 | 11.40% |
| Dept 41600 Computer | | | | | | |
| COMPUTER | E 100-41600-310 Other Professional Serv | \$0.00 | \$176.00 | \$4,000.00 | \$3,824.00 | 4.40% |
| Dept 41600 Computer | | \$0.00 | \$176.00 | \$4,000.00 | \$3,824.00 | 4.40% |
| Dept 41610 City Attorney | | | | | | |
| CITYATNY | E 100-41610-304 Legal Fees | \$5,435.72 | \$5,556.97 | \$21,786.56 | \$16,229.59 | 25.51% |
| Dept 41610 City Attorney | | \$5,435.72 | \$5,556.97 | \$21,786.56 | \$16,229.59 | 25.51% |
| Dept 41910 Planning and Zoning | | | | | | |
| PLANZONG | E 100-41910-310 Other Professional Serv | \$0.00 | \$857.50 | \$17,000.00 | \$16,142.50 | 5.04% |
| Dept 41910 Planning and Zoning | | \$0.00 | \$857.50 | \$17,000.00 | \$16,142.50 | 5.04% |
| Dept 41940 General Govt Buildings/Plant | | | | | | |
| GOVTBLDG | E 100-41940-210 Operating Supplies (GE | \$0.00 | \$0.00 | \$5,000.00 | \$5,000.00 | 0.00% |
| GOVTBLDG | E 100-41940-220 Repair/Maint Supply (G | \$0.00 | \$526.00 | \$10,000.00 | \$9,474.00 | 5.26% |
| GOVTBLDG | E 100-41940-306 Dues & Subscriptions | \$0.00 | \$250.00 | \$300.00 | \$50.00 | 83.33% |
| GOVTBLDG | E 100-41940-310 Other Professional Serv | \$626.00 | \$1,716.00 | \$8,400.00 | \$6,684.00 | 20.43% |
| GOVTBLDG | E 100-41940-321 Telephone | \$259.26 | \$777.78 | \$3,500.00 | \$2,722.22 | 22.22% |
| GOVTBLDG | E 100-41940-325 Taxes | \$0.00 | \$213.59 | \$250.00 | \$36.41 | 85.44% |
| GOVTBLDG | E 100-41940-381 Electric Utilities | \$2,062.32 | \$4,953.61 | \$9,000.00 | \$4,046.39 | 55.04% |
| GOVTBLDG | E 100-41940-383 Gas Utilities | \$498.22 | \$1,110.49 | \$5,000.00 | \$3,889.51 | 22.21% |
| GOVTBLDG | E 100-41940-384 Refuse/Garbage Dispos | \$198.69 | \$399.01 | \$2,400.00 | \$2,000.99 | 16.63% |
| GOVTBLDG | E 100-41940-415 Other Equipment Renta | \$0.00 | \$0.00 | \$500.00 | \$500.00 | 0.00% |
| GOVTBLDG | E 100-41940-520 Buildings and Structure | \$120.00 | \$480.00 | \$5,000.00 | \$4,520.00 | 9.60% |
| GOVTBLDG | E 100-41940-560 Furniture and Fixtures | \$0.00 | \$0.00 | \$2,500.00 | \$2,500.00 | 0.00% |
| GOVTBLDG | E 100-41940-580 Other Equipment | \$0.00 | \$0.00 | \$1,000.00 | \$1,000.00 | 0.00% |
| Dept 41940 General Govt Buildings/Plant | | \$3,764.49 | \$10,426.48 | \$52,850.00 | \$42,423.52 | 19.73% |
| Dept 41950 Engineer | | | | | | |
| ENGINEER | E 100-41950-303 Engineering Fees | \$0.00 | \$2,240.50 | \$25,000.00 | \$22,759.50 | 8.96% |
| Dept 41950 Engineer | | \$0.00 | \$2,240.50 | \$25,000.00 | \$22,759.50 | 8.96% |

Expenditure Budget Report - General Fund

| Dept Abbrev | Account Descr | March 2016 Amt | 2016 YTD Amt | 2016 YTD Budget | 2016 YTD Balance | %YTD Budget |
|-------------------------------------|---|----------------------|-----------------|--------------------|---------------------|----------------|
| Dept 41960 Insurance | | | | | | |
| INSURANCE | E 100-41960-150 Worker s Comp (GENE | \$0.00 | \$0.00 | \$9,317.50 | \$9,317.50 | 0.00% |
| INSURANCE | E 100-41960-152 Worker s Comp Benefit | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| INSURANCE | E 100-41960-361 General Liability Ins | \$0.00 | \$0.00 | \$24,740.10 | \$24,740.10 | 0.00% |
| Dept 41960 Insurance | | \$0.00 | \$0.00 | \$34,057.60 | \$34,057.60 | 0.00% |
| Dept 41970 Legal Publications | | | | | | |
| LEGALPUB | E 100-41970-341 Employment | \$0.00 | \$0.00 | \$250.00 | \$250.00 | 0.00% |
| LEGALPUB | E 100-41970-343 Other Advertising | \$0.00 | \$0.00 | \$250.00 | \$250.00 | 0.00% |
| LEGALPUB | E 100-41970-351 Legal Notices Publishin | \$0.00 | \$259.91 | \$2,000.00 | \$1,740.09 | 13.00% |
| LEGALPUB | E 100-41970-354 Recording Fees | \$0.00 | \$0.00 | \$500.00 | \$500.00 | 0.00% |
| Dept 41970 Legal Publications | | \$0.00 | \$259.91 | \$3,000.00 | \$2,740.09 | 8.66% |
| Dept 42101 Hennepin County Sheriff | | | | | | |
| HCSHERIFF | E 100-42101-310 Other Professional Serv | \$0.00 | \$0.00 | \$71,404.96 | \$71,404.96 | 0.00% |
| Dept 42101 Hennepin County Sheriff | | \$0.00 | \$0.00 | \$71,404.96 | \$71,404.96 | 0.00% |
| Dept 42102 Wright County Sheriff | | | | | | |
| WCSHERIFF | E 100-42102-310 Other Professional Serv | \$8,174.00 | \$24,522.00 | \$98,088.00 | \$73,566.00 | 25.00% |
| Dept 42102 Wright County Sheriff | | \$8,174.00 | \$24,522.00 | \$98,088.00 | \$73,566.00 | 25.00% |
| Dept 42210 Fire Dept Administration | | | | | | |
| FIREADMIN | E 100-42210-103 Part-Time Employees | \$0.00 | \$0.00 | \$34,340.00 | \$34,340.00 | 0.00% |
| FIREADMIN | E 100-42210-122 FICA | \$0.00 | \$0.00 | \$2,129.00 | \$2,129.00 | 0.00% |
| FIREADMIN | E 100-42210-123 Medicare | \$0.00 | \$0.00 | \$515.00 | \$515.00 | 0.00% |
| FIREADMIN | E 100-42210-150 Worker s Comp (GENE | \$0.00 | \$0.00 | \$10,000.00 | \$10,000.00 | 0.00% |
| FIREADMIN | E 100-42210-200 Office Supplies (GENER | -\$37.00 | \$0.00 | \$200.00 | \$200.00 | 0.00% |
| FIREADMIN | E 100-42210-305 Medical and Dental Fee | \$1,323.00 | \$1,426.00 | \$4,000.00 | \$2,574.00 | 35.65% |
| FIREADMIN | E 100-42210-306 Dues & Subscriptions | \$355.00 | \$355.00 | \$950.00 | \$595.00 | 37.37% |
| FIREADMIN | E 100-42210-361 General Liability Ins | \$0.00 | \$0.00 | \$6,119.40 | \$6,119.40 | 0.00% |
| FIREADMIN | E 100-42210-437 Other Miscellaneous | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| Dept 42210 Fire Dept Administration | | \$1,641.00 | \$1,781.00 | \$58,253.40 | \$56,472.40 | 3.06% |
| Dept 42220 Fire Dept Equipment | | | | | | |
| FIREEQUIP | E 100-42220-221 Equipment Parts | \$185.00 | \$235.00 | \$15,500.00 | \$15,265.00 | 1.52% |
| FIREEQUIP | E 100-42220-228 Medical Supplies | \$0.00 | \$0.00 | \$1,500.00 | \$1,500.00 | 0.00% |
| FIREEQUIP | E 100-42220-240 Small Tools and Minor | \$72.50 | \$72.50 | \$850.00 | \$777.50 | 8.53% |
| FIREEQUIP | E 100-42220-260 Uniforms | \$0.00 | \$316.76 | \$4,500.00 | \$4,183.24 | 7.04% |
| FIREEQUIP | E 100-42220-580 Other Equipment | \$762.50 | \$762.50 | \$5,000.00 | \$4,237.50 | 15.25% |
| Dept 42220 Fire Dept Equipment | | \$1,020.00 | \$1,386.76 | \$27,350.00 | \$25,963.24 | 5.07% |
| Dept 42240 Fire Dept Training | | | | | | |
| FIRETRNG | E 100-42240-208 Training and Instructio | \$120.00 | \$481.91 | \$7,500.00 | \$7,018.09 | 6.43% |
| FIRETRNG | E 100-42240-310 Other Professional Serv | \$729.50 | \$729.50 | \$3,000.00 | \$2,270.50 | 24.32% |
| FIRETRNG | E 100-42240-331 Travel Expenses | \$427.42 | \$427.42 | \$1,500.00 | \$1,072.58 | 28.49% |
| Dept 42240 Fire Dept Training | | \$1,276.92 | \$1,638.83 | \$12,000.00 | \$10,361.17 | 13.66% |
| Dept 42260 Fire Vehicles | | | | | | |
| FIREVEH | E 100-42260-212 Motor Fuels | \$0.00 | \$370.24 | \$5,000.00 | \$4,629.76 | 7.40% |
| FIREVEH | E 100-42260-220 Repair/Maint Supply (G | \$768.68 | \$1,034.76 | \$9,000.00 | \$7,965.24 | 11.50% |
| FIREVEH | E 100-42260-240 Small Tools and Minor | \$53.57 | \$53.57 | \$2,000.00 | \$1,946.43 | 2.68% |
| FIREVEH | E 100-42260-323 Radio Units | \$0.00 | \$2,325.00 | \$7,465.00 | \$5,140.00 | 31.15% |
| Dept 42260 Fire Vehicles | | \$822.25 | \$3,783.57 | \$23,465.00 | \$19,681.43 | 16.12% |
| Dept 42280 Fire Stations and Bldgs | | | | | | |
| FIREBLDG | E 100-42280-215 Shop Supplies | \$73.83 | \$73.83 | \$1,650.00 | \$1,576.17 | 4.47% |
| FIREBLDG | E 100-42280-220 Repair/Maint Supply (G | \$392.65 | \$727.30 | \$3,500.00 | \$2,772.70 | 20.78% |

Expenditure Budget Report - General Fund

| Dept Abbrev | Account Descr | March 2016 Amt | 2016 YTD Amt | 2016 YTD Budget | 2016 YTD Balance | %YTD Budget |
|--------------------------------------|---|----------------|--------------|-----------------|------------------|-------------|
| FIREBLDG | E 100-42280-321 Telephone | \$0.00 | \$61.76 | \$800.00 | \$738.24 | 7.72% |
| FIREBLDG | E 100-42280-325 Taxes | \$0.00 | \$0.00 | \$175.00 | \$175.00 | 0.00% |
| FIREBLDG | E 100-42280-381 Electric Utilities | \$0.00 | \$336.10 | \$5,000.00 | \$4,663.90 | 6.72% |
| FIREBLDG | E 100-42280-383 Gas Utilities | \$416.21 | \$931.51 | \$3,000.00 | \$2,068.49 | 31.05% |
| Dept 42280 Fire Stations and Bldgs | | \$882.69 | \$2,130.50 | \$14,125.00 | \$11,994.50 | 15.08% |
| Dept 42290 Fire Relief Association | | | | | | |
| FIRERELIEF | E 100-42290-124 Fire Pension Contributi | \$0.00 | \$0.00 | \$36,000.00 | \$36,000.00 | 0.00% |
| FIRERELIEF | E 100-42290-125 Other Retirement Contr | \$0.00 | \$0.00 | \$11,133.58 | \$11,133.58 | 0.00% |
| FIRERELIEF | E 100-42290-301 Auditing and Acctg Ser | \$0.00 | \$0.00 | \$6,500.00 | \$6,500.00 | 0.00% |
| Dept 42290 Fire Relief Association | | \$0.00 | \$0.00 | \$53,633.58 | \$53,633.58 | 0.00% |
| Dept 42401 Building Inspection Admin | | | | | | |
| INSPADMN | E 100-42401-310 Other Professional Serv | \$0.00 | \$7,922.87 | \$35,000.00 | \$27,077.13 | 22.64% |
| Dept 42401 Building Inspection Admin | | \$0.00 | \$7,922.87 | \$35,000.00 | \$27,077.13 | 22.64% |
| Dept 42700 Animal Control | | | | | | |
| ANIMCTRL | E 100-42700-310 Other Professional Serv | \$0.00 | \$0.00 | \$500.00 | \$500.00 | 0.00% |
| Dept 42700 Animal Control | | \$0.00 | \$0.00 | \$500.00 | \$500.00 | 0.00% |
| Dept 42800 Cemetery | | | | | | |
| CEMETERY | E 100-42800-310 Other Professional Serv | \$0.00 | \$0.00 | \$2,500.00 | \$2,500.00 | 0.00% |
| Dept 42800 Cemetery | | \$0.00 | \$0.00 | \$2,500.00 | \$2,500.00 | 0.00% |
| Dept 43000 Public Works (GENERAL) | | | | | | |
| PUBWRKS | E 100-43000-101 Full-Time Employees R | \$4,344.20 | \$20,757.82 | \$106,604.16 | \$85,846.34 | 19.47% |
| PUBWRKS | E 100-43000-102 Full-Time Employees O | \$0.00 | \$0.00 | \$1,000.00 | \$1,000.00 | 0.00% |
| PUBWRKS | E 100-43000-103 Part-Time Employees | \$0.00 | \$670.00 | \$15,000.00 | \$14,330.00 | 4.47% |
| PUBWRKS | E 100-43000-121 PERA | \$325.82 | \$1,556.84 | \$7,995.31 | \$6,438.47 | 19.47% |
| PUBWRKS | E 100-43000-122 FICA | \$269.34 | \$1,328.53 | \$6,609.46 | \$5,280.93 | 20.10% |
| PUBWRKS | E 100-43000-123 Medicare | \$62.99 | \$310.73 | \$1,545.76 | \$1,235.03 | 20.10% |
| PUBWRKS | E 100-43000-134 Employer Paid Life | \$0.00 | \$310.32 | \$1,584.00 | \$1,273.68 | 19.59% |
| PUBWRKS | E 100-43000-142 Unemployment Benefit | \$0.00 | \$0.00 | \$500.00 | \$500.00 | 0.00% |
| PUBWRKS | E 100-43000-151 Med/Dental Insurance | \$402.47 | \$3,602.47 | \$19,200.00 | \$15,597.53 | 18.76% |
| PUBWRKS | E 100-43000-208 Training and Instructio | \$270.00 | \$270.00 | \$1,500.00 | \$1,230.00 | 18.00% |
| PUBWRKS | E 100-43000-212 Motor Fuels | \$0.00 | \$1,143.04 | \$7,000.00 | \$5,856.96 | 16.33% |
| PUBWRKS | E 100-43000-215 Shop Supplies | \$39.45 | \$794.88 | \$2,500.00 | \$1,705.12 | 31.80% |
| PUBWRKS | E 100-43000-220 Repair/Maint Supply (G | \$103.48 | \$689.86 | \$6,000.00 | \$5,310.14 | 11.50% |
| PUBWRKS | E 100-43000-226 Sign Repair Materials | \$0.00 | \$0.00 | \$1,500.00 | \$1,500.00 | 0.00% |
| PUBWRKS | E 100-43000-240 Small Tools and Minor | \$7.99 | \$24.17 | \$5,000.00 | \$4,975.83 | 0.48% |
| PUBWRKS | E 100-43000-260 Uniforms | \$0.00 | \$0.00 | \$2,000.00 | \$2,000.00 | 0.00% |
| PUBWRKS | E 100-43000-310 Other Professional Serv | \$0.00 | \$1,250.00 | \$16,000.00 | \$14,750.00 | 7.81% |
| PUBWRKS | E 100-43000-321 Telephone | \$138.16 | \$426.25 | \$2,000.00 | \$1,573.75 | 21.31% |
| PUBWRKS | E 100-43000-325 Taxes | \$0.00 | \$120.00 | \$200.00 | \$80.00 | 60.00% |
| Dept 43000 Public Works (GENERAL) | | \$5,963.90 | \$33,254.91 | \$203,738.69 | \$170,483.78 | 16.32% |
| Dept 43100 Hwys, Streets, & Roads | | | | | | |
| HWYROAD | E 100-43100-220 Repair/Maint Supply (G | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| Dept 43100 Hwys, Streets, & Roads | | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| Dept 43121 Paved Streets | | | | | | |
| PAVSTRTS | E 100-43121-224 Street Maint Materials | \$0.00 | \$0.00 | \$50,000.00 | \$50,000.00 | 0.00% |
| Dept 43121 Paved Streets | | \$0.00 | \$0.00 | \$50,000.00 | \$50,000.00 | 0.00% |
| Dept 43122 Unpaved Streets | | | | | | |
| UNPAVSTS | E 100-43122-224 Street Maint Materials | \$0.00 | \$0.00 | \$10,000.00 | \$10,000.00 | 0.00% |
| Dept 43122 Unpaved Streets | | \$0.00 | \$0.00 | \$10,000.00 | \$10,000.00 | 0.00% |

Expenditure Budget Report - General Fund

| Dept Abbrev | Account Descr | March 2016 Amt | 2016 YTD Amt | 2016 YTD Budget | 2016 YTD Balance | %YTD Budget |
|----------------|---|----------------------|-----------------|--------------------|---------------------|----------------|
| Dept 43125 | Ice & Snow Removal | | | | | |
| SNOWREMO | E 100-43125-224 Street Maint Materials | \$0.00 | \$0.00 | \$15,000.00 | \$15,000.00 | 0.00% |
| Dept 43125 | Ice & Snow Removal | \$0.00 | \$0.00 | \$15,000.00 | \$15,000.00 | 0.00% |
| Dept 43160 | Street Lighting | | | | | |
| STLGHTG | E 100-43160-381 Electric Utilities | \$0.00 | \$137.15 | \$27,000.00 | \$26,862.85 | 0.51% |
| Dept 43160 | Street Lighting | \$0.00 | \$137.15 | \$27,000.00 | \$26,862.85 | 0.51% |
| Dept 43240 | Waste (refuse) Disposal | | | | | |
| REFDISPO | E 100-43240-384 Refuse/Garbage Dispos | \$0.00 | \$0.00 | \$2,000.00 | \$2,000.00 | 0.00% |
| Dept 43240 | Waste (refuse) Disposal | \$0.00 | \$0.00 | \$2,000.00 | \$2,000.00 | 0.00% |
| Dept 43245 | Recycling: Refuse | | | | | |
| RECYCLING | E 100-43245-384 Refuse/Garbage Dispos | \$0.00 | \$6,266.04 | \$35,000.00 | \$28,733.96 | 17.90% |
| Dept 43245 | Recycling: Refuse | \$0.00 | \$6,266.04 | \$35,000.00 | \$28,733.96 | 17.90% |
| Dept 45186 | Senior Center | | | | | |
| SRCENTER | E 100-45186-437 Other Miscellaneous | \$0.00 | \$1,178.74 | \$8,000.00 | \$6,821.26 | 14.73% |
| Dept 45186 | Senior Center | \$0.00 | \$1,178.74 | \$8,000.00 | \$6,821.26 | 14.73% |
| Dept 45200 | Parks (GENERAL) | | | | | |
| PARKS | E 100-45200-212 Motor Fuels | \$0.00 | \$0.00 | \$3,000.00 | \$3,000.00 | 0.00% |
| PARKS | E 100-45200-220 Repair/Maint Supply (G | \$432.49 | \$632.48 | \$6,000.00 | \$5,367.52 | 10.54% |
| PARKS | E 100-45200-225 Landscaping Materials | \$0.00 | \$0.00 | \$7,000.00 | \$7,000.00 | 0.00% |
| PARKS | E 100-45200-310 Other Professional Serv | \$0.00 | \$0.00 | \$6,800.00 | \$6,800.00 | 0.00% |
| PARKS | E 100-45200-381 Electric Utilities | \$0.00 | \$260.96 | \$2,000.00 | \$1,739.04 | 13.05% |
| PARKS | E 100-45200-400 Repairs & Maint Cont (| \$0.00 | \$0.00 | \$3,000.00 | \$3,000.00 | 0.00% |
| PARKS | E 100-45200-440 Programs | \$21.38 | \$21.38 | \$1,000.00 | \$978.62 | 2.14% |
| PARKS | E 100-45200-580 Other Equipment | \$95.00 | \$281.62 | \$7,000.00 | \$6,718.38 | 4.02% |
| Dept 45200 | Parks (GENERAL) | \$548.87 | \$1,196.44 | \$35,800.00 | \$34,603.56 | 3.34% |
| Dept 45500 | Libraries (GENERAL) | | | | | |
| LIBRARY | E 100-45500-437 Other Miscellaneous | \$0.00 | \$4,357.03 | \$10,500.00 | \$6,142.97 | 41.50% |
| Dept 45500 | Libraries (GENERAL) | \$0.00 | \$4,357.03 | \$10,500.00 | \$6,142.97 | 41.50% |
| Dept 48205 | Damage Deposit Refunds | | | | | |
| DMGDEPRF | E 100-48205-810 Refunds & Reimburse | \$200.00 | \$1,600.00 | \$9,000.00 | \$7,400.00 | 17.78% |
| Dept 48205 | Damage Deposit Refunds | \$200.00 | \$1,600.00 | \$9,000.00 | \$7,400.00 | 17.78% |
| Dept 49800 | Transit (GENERAL) | | | | | |
| TRANSIT | E 100-49800-310 Other Professional Serv | \$0.00 | \$0.00 | \$1,000.00 | \$1,000.00 | 0.00% |
| Dept 49800 | Transit (GENERAL) | \$0.00 | \$0.00 | \$1,000.00 | \$1,000.00 | 0.00% |
| Fund 100 | GENERAL FUND | \$37,463.79 | \$157,660.57 | \$1,309,122.55 | \$1,151,461.98 | 12.04% |

Expenditure Budget Report - General Fund

| Dept Abbrev | Account Descr | March 2016 Amt | 2016 YTD Amt | 2016 YTD Budget | 2016 YTD Balance | %YTD Budget |
|----------------|---------------|----------------------|-----------------|--------------------|---------------------|----------------|
| | | \$37,463.79 | \$157,660.57 | \$1,309,122.55 | \$1,151,461.98 | 12.04% |

**CITY OF HANOVER
COUNTIES OF WRIGHT AND HENNEPIN
STATE OF MINNESOTA**

A regular meeting of the City Council of the City of Hanover, Minnesota, was called to order by Mayor Kauffman at 6:00 p.m. in the Council Chambers of the City Hall, in the City of Hanover, Minnesota, on the 16th day of March, 2016.

The following Council Members were present:

The following Council Members were absent:

A motion to adopt the following resolution was made by _____ and seconded by _____.

.....

RESOLUTION NO 03-15-16-31

A RESOLUTION ACCEPTING DONATION FROM THE HANOVER LIONS CLUB

WHEREAS, the Hanover Park Board hosts an annual Easter Egg Hunt; and

WHEREAS, the Hanover Lions Club has donated \$300 to the Hanover Park Board to be used towards the annual Easter Egg Hunt.

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Hanover, Minnesota, hereby accepts the donation of \$300 from the Hanover Lions Club for the annual Easter Egg Hunt.

BE IT FURTHER RESOLVED, that the City Council expresses its thanks and appreciation for the donation and the continued collaboration.

Council members voting in favor:

Opposed or abstained:

Adopted by the city Council this 15th day of March, 2016

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator

**CITY OF HANOVER
COUNTIES OF WRIGHT AND HENNEPIN
STATE OF MINNESOTA**

A regular meeting of the City Council of the City of Hanover, Minnesota, was called to order by Mayor Kauffman at 6:00 p.m. in the Council Chambers of the City Hall, in the City of Hanover, Minnesota, on the 16th day of March, 2016.

The following Council Members were present:

The following Council Members were absent:

A motion to adopt the following resolution was made by _____ and seconded by _____.

.....

RESOLUTION NO 03-15-16-32

A RESOLUTION ACCEPTING DONATION FROM CUB FOODS, CHANHASSEN

WHEREAS, the Hanover Park Board hosts an annual Easter Egg Hunt; and

WHEREAS, the Cub Foods Store in Chanhassen has donated candy for the annual event.

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Hanover, Minnesota, hereby accepts the donation of candy from Cub Foods, Chanhassen for the annual Easter Egg Hunt.

BE IT FURTHER RESOLVED, that the City Council expresses its thanks and appreciation for the donation and the collaboration.

Council members voting in favor:

Opposed or abstained:

Adopted by the city Council this 15th day of March, 2016

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator

**CITY OF HANOVER
COUNTIES OF WRIGHT AND HENNEPIN
STATE OF MINNESOTA**

A regular meeting of the City Council of the City of Hanover, Minnesota, was called to order by Mayor Kauffman at 6:00 p.m. in the Council Chambers of the City Hall, in the City of Hanover, Minnesota, on the 16th day of March, 2016.

The following Council Members were present:

The following Council Members were absent:

A motion to adopt the following resolution was made by _____ and seconded by _____.

.....

RESOLUTION NO 03-15-16-33

A RESOLUTION ACCEPTING DONATION FROM HANOVER ATHLETIC ASSOCIATION

WHEREAS, the Hanover Athletic Association has donated \$5,000 to the Hanover Fire Department to be used towards a fire extraction tool.

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Hanover, Minnesota, hereby accepts the donation of \$5,000 from the Hanover Athletic Association.

BE IT FURTHER RESOLVED, that the City Council expresses its thanks and appreciation for the donation and the continued collaboration.

Council members voting in favor:

Opposed or abstained:

Adopted by the city Council this 15th day of March, 2016

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator

**CITY OF HANOVER
COUNTIES OF WRIGHT AND HENNEPIN
STATE OF MINNESOTA**

A regular meeting of the City Council of the City of Hanover, Minnesota, was called to order by Mayor Kauffman at 6:00 p.m. in the Council Chambers of the City Hall, in the City of Hanover, Minnesota, on the 16th day of March, 2016.

The following Council Members were present:

The following Council Members were absent:

A motion to adopt the following resolution was made by _____ and seconded by _____.

.....

RESOLUTION NO 03-15-16-34

**A RESOLUTION APPROVING THE FINAL PAY VOUCHER
BEEBE LAKE REGIONAL TRAIL PROJECT**

WHEREAS, the City Engineer of the City of Hanover has received a request for payment of work completed by New Look Contracting, Inc. for work completed on the Beebe Lake Regional Trail project previously authorized by the City Council; and

WHEREAS, the City Engineer has made a recommendation to make payment as per the attached Final Pay Voucher, in the amount of \$151,320.00.

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Hanover, Minnesota, hereby approves the Final Pay Voucher as attached

Council members voting in favor:

Opposed or abstained:

Adopted by the city Council this 15th day of March, 2016

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator



January 26, 2016

Honorable Mayor, City Council & Staff
C/O Annita Smythe, City Administrator
City of Hanover
11250 5th Street NE
Hanover, MN 55341

Re: Construction Pay Voucher No. 6 (Final)
Beebe Lake Regional Trail
Cities of Hanover and St. Michael, MN
WSB Project No. 1272-53

Dear Mayor and Council:

Please find enclosed three copies of the Final Construction Pay Voucher for the above-referenced project in the amount of \$151,320.00. The quantities completed to date have been reviewed and agreed upon by the contractor, and we hereby recommend that the City of Hanover approve the Final Construction Pay Voucher for New Look Contracting, Inc.

Also enclosed please find the final pay voucher, along with:

1. Provisions of Minnesota Statutes 290.92 requiring withholding state income tax.
2. Evidence in the form of an affidavit that all claims against the contractor by reasons of the contract have been fully paid or satisfactorily secured.
3. Warranty Bond.

If you have any questions regarding this voucher, please contact me at (651) 286-8465. Thank you.

Sincerely,

WSB & Associates, Inc.

Justin Messner, PE
City Engineer

Enclosures

cc: Jon Mitchell, New Look Contracting, Inc.
Steve Bot, City of St. Michael
Steve Koskela, City of St. Michael



Owner: City of Hanover
 11250 5th Street NE
 Hanover, MN 55341-0278
 For Period: 8/14/2014 to 12/23/2015
 Contractor: New Look Contracting, Inc.
 14045 Northdale Boulevard
 Rogers, MN 55374

Date: 12/23/2015
 Request No.: 6 & FINAL

Pay Voucher
 HANO - Beebe Lake Regional Trail -CR34
 Client Contract No.:
 Project No.: 01272-53
 Client Project No.:

| Project Summary | | | |
|-----------------|---|--------|----------------|
| 1 | Original Contract Amount | | \$970,930.27 |
| 2 | Contract Changes - Addition | \$0.00 | |
| 3 | Contract Changes - Deduction | \$0.00 | |
| 4 | Revised Contract Amount | | \$970,930.27 |
| 5 | Value Completed to Date | | \$1,117,328.76 |
| 6 | Material on Hand | | \$0.00 |
| 7 | Amount Earned | | \$1,117,328.76 |
| 8 | Less Retainage | | \$0.00 |
| 9 | Subtotal | | \$1,117,328.76 |
| 10 | Less Amount Paid Previously | | \$966,008.76 |
| 11 | Liquidated Damages | | \$0.00 |
| 12 | AMOUNT DUE THIS PAY VOUCHER NO. 6 & FINAL | | \$151,320.00 |

I HEREBY CERTIFY THAT A FINAL EXAMINATION HAS BEEN MADE OF THE ABOVE NOTED CONTRACT, THAT THE CONTRACT HAS BEEN COMPLETED, THAT THE ENTIRE AMOUNT OF WORK SHOWN IN THE FINAL VOUCHER HAS BEEN PERFORMED AND THE TOTAL VALUE OF THE WORK PERFORMED IN ACCORDANCE WITH, AND PURSUANT TO, THE TERMS OF THE CONTRACT IS AS SHOWN IN THIS FINAL VOUCHER.

Recommended for Approval by:
 WSB & Associates, Inc.

Approved by Contractor:
 New Look Contracting, Inc.

Construction Observer:

Approved by Owner:
 City of Hanover

Specified Contract Completion Date:
 11/15/2013

Date:

Comment:

Project Material Status

| Item No. | Item | Description | Units | Unit Price | Contract Quantity | Quantity to Date | Current Quantity | Amount to Date |
|-------------------|----------|---|----------|-------------|-------------------|------------------|------------------|----------------|
| SCHEDULE A | | | | | | | | |
| 1 | 2021.501 | MOBILIZATION | LUMP SUM | \$40,000.00 | 1 | 1 | 0 | \$40,000.00 |
| 2 | 2101.501 | CLEARING | ACRE | \$5,000.00 | 0.25 | 0.25 | 0 | \$1,250.00 |
| 3 | 2101.502 | CLEARING | TREE | \$500.00 | 14 | 17 | 0 | \$8,500.00 |
| 4 | 2101.506 | GRUBBING | ACRE | \$5,000.00 | 0.25 | 0.25 | 0 | \$1,250.00 |
| 5 | 2101.507 | GRUBBING | TREE | \$250.00 | 14 | 17 | 6 | \$4,250.00 |
| 6 | 2101.610 | TREE TRIMMING | HOUR | \$0.01 | 100 | 10 | 0 | \$0.10 |
| 7 | 2104.501 | REMOVE PIPE CULVERTS | LIN FT | \$12.50 | 586 | 469 | 0 | \$5,862.50 |
| 8 | 2104.505 | REMOVE CONCRETE PAVEMENT | SQ YD | \$22.50 | 37 | 66.9 | 0 | \$1,505.25 |
| 9 | 2104.505 | REMOVE BITUMINOUS DRIVEWAY PAVEMENT | SQ YD | \$5.65 | 782 | 724.7 | 0 | \$4,094.56 |
| 10 | 2104.505 | REMOVE BITUMINOUS PAVEMENT | SQ YD | \$5.65 | 677 | 800 | 0 | \$4,520.00 |
| 11 | 2104.509 | REMOVE PIPE APRON | EACH | \$250.00 | 13 | 13 | 0 | \$3,250.00 |
| 12 | 2104.511 | SAWING CONCRETE PAVEMENT (FULL DEPTH) | LIN FT | \$10.00 | 21 | 40 | 0 | \$400.00 |
| 13 | 2104.513 | SAWING BITUMINOUS PAVEMENT (FULL DEPTH) | LIN FT | \$2.00 | 1637 | 2306.8 | 0 | \$4,613.60 |
| 14 | 2104.521 | SALVAGE BARBED WIRE FENCE | LIN FT | \$10.00 | 250 | 147 | 0 | \$1,470.00 |
| 15 | 2104.523 | SALVAGE SIGN | EACH | \$35.00 | 30 | 32 | 0 | \$1,120.00 |
| 16 | 2104.523 | SALVAGE MAIL BOX SUPPORT | EACH | \$35.00 | 32 | 0 | 0 | \$0.00 |
| 17 | 2105.501 | COMMON EXCAVATION (P) | CU YD | \$8.50 | 11968 | 11308 | 0 | \$96,118.00 |
| 18 | 2105.507 | SUBGRADE EXCAVATION | CU YD | \$10.00 | 486 | 551.26 | 0 | \$5,512.60 |
| 19 | 2105.522 | SELECT GRANULAR BORROW (CV) | CU YD | \$18.00 | 827 | 827 | 0 | \$14,886.00 |
| 20 | 2105.523 | COMMON BORROW (CV) (P) | CU YD | \$8.50 | 8359 | 13788 | 0 | \$117,198.00 |
| 21 | 2105.604 | GEOTEXTILE FABRIC TYPE V | SQ YD | \$2.25 | 1350 | 2611 | 0 | \$5,874.75 |
| 22 | 2112.501 | SUBGRADE PREPARATION | ROAD STA | \$150.00 | 213 | 213 | 2 | \$31,950.00 |
| 23 | 2118.502 | AGGREGATE SURFACING CLASS 2 MODIFIED | CU YD | \$50.00 | 18 | 18 | 0 | \$900.00 |
| 24 | 2211.503 | AGGREGATE BASE (CV) CLASS 5 | CU YD | \$27.50 | 694 | 1464 | 601.6 | \$40,260.00 |
| 25 | 2232.501 | MILL BITUMINOUS SURFACE (2.0") | SQ YD | \$5.00 | 229 | 184.2 | 0 | \$921.00 |
| 26 | 2357.502 | BITUMINOUS MATERIAL FOR TACK COAT | GALLON | \$5.50 | 73 | 737 | 687 | \$4,053.50 |
| 27 | 2360.501 | TYPE SP 9.5 WEARING COURSE MIXTURE (2,B) | TON | \$72.10 | 521 | 520 | 0 | \$37,492.00 |
| 28 | 2360.503 | TYPE SP 9.5 WEARING COURSE MIXTURE (2,B) 2.5" THICK (P) | SQ YD | \$10.29 | 22723 | 23065 | 0 | \$237,338.85 |
| 29 | 2411.618 | MODULAR BLOCK RETAINING WALL | SQ FT | \$18.75 | 2657 | 3396.7 | 181.5 | \$63,688.13 |
| 30 | 2501.511 | 15" CS PIPE CULVERT | LIN FT | \$25.00 | 78 | 362 | 20 | \$9,050.00 |
| 31 | 2501.511 | 18" CS PIPE CULVERT | LIN FT | \$30.00 | 64 | 64 | 0 | \$1,920.00 |
| 32 | 2501.521 | 17" SPAN CS PIPE-ARCH CULVERT | LIN FT | \$40.00 | 22 | 22 | 0 | \$880.00 |
| 33 | 2501.515 | 15" CS PIPE APRON | EACH | \$350.00 | 3 | 5 | 0 | \$1,750.00 |
| 34 | 2501.515 | 18" CS PIPE APRON | EACH | \$450.00 | 2 | 2 | 0 | \$900.00 |
| 35 | 2501.525 | 17" SPAN GS PIPE-ARCH APRON | EACH | \$550.00 | 2 | 2 | 0 | \$1,100.00 |
| 36 | 2501.515 | 15" RC PIPE APRON | EACH | \$750.00 | 2 | 2 | 0 | \$1,500.00 |
| 37 | 2501.515 | 24" RC PIPE APRON | EACH | \$1,250.00 | 1 | 1 | 0 | \$1,250.00 |
| 38 | 2502.602 | CONNECT TO EXISTING PIPE DRAIN | EACH | \$500.00 | 4 | 4 | 0 | \$2,000.00 |
| 39 | 2503.541 | 15" RC PIPE SEWER DESIGN 3006 CLASS V | LIN FT | \$26.50 | 776 | 776 | 0 | \$20,564.00 |
| 40 | 2503.541 | 24" RC PIPE SEWER DESIGN 3006 CLASS III | LIN FT | \$50.00 | 8 | 8 | 0 | \$400.00 |
| 41 | 2504.602 | ADJUST VALVE BOX | EACH | \$450.00 | 3 | 7 | 0 | \$3,150.00 |
| 42 | 2504.603 | HYDRANT RISER | LIN FT | \$600.00 | 12 | 13.5 | 0 | \$8,100.00 |
| 43 | 2506.501 | CONSTRUCT DRAINAGE STRUCTURE DESIGN H | LIN FT | \$300.00 | 5.3 | 4.2 | 0 | \$1,260.00 |
| 44 | 2506.501 | CONSTRUCT DRAINAGE STRUCTURE DESIGN 48-4020 | LIN FT | \$300.00 | 24.3 | 19.4 | 0 | \$5,820.00 |
| 45 | 2506.516 | CASTING ASSEMBLY | EACH | \$650.00 | 6 | 7 | 0 | \$4,550.00 |
| 46 | 2506.522 | ADJUST FRAME & RING CASTING | EACH | \$350.00 | 8 | 12 | 0 | \$4,200.00 |
| 47 | 2506.602 | RECONSTRUCT MANHOLES | EACH | \$2,000.00 | 15 | 15 | 0 | \$30,000.00 |
| 48 | 2511.501 | RANDOM RIPRAP CLASS III | CU YD | \$150.00 | 14 | 13 | 0 | \$1,950.00 |
| 49 | 2511.515 | GEOTEXTILE FILTER TYPE IV | SQ YD | \$5.00 | 28 | 22 | 0 | \$110.00 |
| 50 | 2521.501 | 6" CONCRETE WALK | SQ FT | \$6.60 | 1882 | 2981.1 | 0 | \$19,675.26 |

| Item No. | Item | Description | Units | Unit Price | Contract Quantity | Quantity to Date | Current Quantity | Amount to Date |
|------------------------|----------|--------------------------------------|----------|------------|-------------------|------------------|------------------|----------------|
| 51 | 2531.501 | CONCRETE CURB & GUTTER DESIGN D424 | LIN FT | \$17.60 | 1037 | 1106 | 17 | \$19,465.60 |
| 52 | 2531.618 | TRUNCATED DOMES | SQ FT | \$40.00 | 224 | 284 | 0 | \$11,360.00 |
| 53 | 2540.602 | RELOCATE MISCELLANEOUS STRUCTURE | EACH | \$1,250.00 | 2 | 1 | 0 | \$1,250.00 |
| 54 | 2540.602 | INSTALL MAIL BOX SUPPORT | EACH | \$150.00 | 32 | 0 | 0 | \$0.00 |
| 55 | 2540.601 | MAIL BOX (TEMPORARY) | LUMP SUM | \$2,500.00 | 1 | 0 | 0 | \$0.00 |
| 56 | 2554.509 | GUIDE POST TYPE B | EACH | \$55.00 | 3 | 7 | 7 | \$385.00 |
| 57 | 2557.603 | FENCE DESIGN SPECIAL | LIN FT | \$16.00 | 786 | 860 | 860 | \$13,760.00 |
| 58 | 2557.603 | INSTALL SALVAGED FENCE | LIN FT | \$10.00 | 250 | 40 | 0 | \$400.00 |
| 59 | 2563.601 | TRAFFIC CONTROL | LUMP SUM | \$5,225.00 | 1 | 1 | 0 | \$5,225.00 |
| 60 | 2564.531 | SIGN PANELS TYPE C | SQ FT | \$40.00 | 142.8 | 157.1 | 9 | \$6,284.00 |
| 61 | 2564.537 | INSTALL SIGN TYPE C | EACH | \$150.00 | 30 | 34 | 2 | \$5,100.00 |
| 62 | 2571.501 | CONIFEROUS TREE 6' HT B&B | TREE | \$500.00 | 5 | 6 | 0 | \$3,000.00 |
| 63 | 2571.502 | DECIDUOUS TREE 2" CAL B&B | TREE | \$350.00 | 5 | 9 | 0 | \$3,150.00 |
| 64 | 2571.541 | TRANSPLANT TREE (SPADE SIZE 42") | TREE | \$500.00 | 9 | 9 | 9 | \$4,500.00 |
| 65 | 2571.544 | TRANSPLANT SHRUB | SHRUB | \$200.00 | 10 | 40 | 0 | \$8,000.00 |
| 66 | 2571.602 | PLANT PERENNIAL | EACH | \$35.00 | 10 | 7 | 0 | \$245.00 |
| 67 | 2573.502 | SILT FENCE, TYPE MACHINE SLICED | LIN FT | \$1.65 | 14663 | 18318 | 0 | \$30,224.70 |
| 68 | 2573.530 | STORM DRAIN INLET PROTECTION | EACH | \$250.00 | 8 | 8 | 8 | \$2,000.00 |
| 69 | 2573.602 | TEMPORARY ROCK CONSTRUCTION ENTRANCE | EACH | \$850.00 | 14 | 14 | 4 | \$11,900.00 |
| 70 | 2573.602 | TEMPORARY DITCH BLOCK | EACH | \$750.00 | 19 | 19 | 19 | \$14,250.00 |
| 71 | 2575.501 | SEEDING | ACRE | \$165.00 | 11.4 | 11.9 | 0 | \$1,963.50 |
| 72 | 2575.502 | SEED MIXTURE 240 | POUND | \$3.70 | 684 | 1140 | 340 | \$4,218.00 |
| 73 | 2575.502 | SEED MIXTURE 270 | POUND | \$2.80 | 979 | 1210 | 50 | \$3,388.00 |
| 74 | 2575.511 | MULCH MATERIAL TYPE 1 | TON | \$200.00 | 9.1 | 0.51 | 0 | \$102.00 |
| 75 | 2575.519 | DISK ANCHORING | ACRE | \$105.00 | 11.4 | 0 | -0.64 | \$0.00 |
| 76 | 2575.523 | EROSION CONTROL BLANKETS CATEGORY 1 | SQ YD | \$1.05 | 19747 | 36853.4 | 0 | \$38,696.07 |
| 77 | 2575.523 | EROSION CONTROL BLANKETS CATEGORY 4 | SQ YD | \$1.10 | 13509 | 24648 | 10456 | \$27,112.80 |
| 78 | 2575.532 | FERTILIZER TYPE 1 | POUND | \$0.50 | 4001 | 5160 | 0 | \$2,580.00 |
| 79 | 2575.560 | HYDRAULIC SOIL STABILIZER TYPE 5 | POUND | \$0.80 | 24005 | 21942 | 8842 | \$17,553.60 |
| 80 | 2582.502 | 4" SOLID LINE WHITE-EPOXY | LIN FT | \$0.71 | 18810 | 24389 | 24389 | \$17,316.19 |
| 81 | 2582.503 | CROSSWALK MARKING-EPOXY | SQ FT | \$5.20 | 1176 | 1056 | 1056 | \$5,491.20 |
| Totals For SCHEDULE A: | | | | | | | | \$1,117,328.76 |
| Project Totals: | | | | | | | | \$1,117,328.76 |

Project Payment Status

Owner: City of Hanover
 Client Project No.:
 Client Contract No.:
 Project No.: 01272-53
 Contractor: New Look Contracting, Inc.

Contract Changes

| No. | Type | Date | Description | Amount |
|----------------------|------|------|-------------|--------|
| Change Order Totals: | | | | \$0.00 |

Payment Summary

| No. | From Date | To Date | Payment | Total Payment | Retainage Per Payment | Total Retainage | Total Payment + Retainage | Work Certified Per Payment | Total Work Certified |
|-----------------|------------|------------|--------------|----------------|-----------------------|-----------------|---------------------------|----------------------------|----------------------|
| 1 | 8/26/2013 | 9/26/2013 | \$281,666.50 | \$281,666.50 | \$14,824.55 | \$14,824.55 | \$296,491.05 | \$296,491.05 | \$296,491.05 |
| 2 | 9/27/2013 | 10/28/2013 | \$183,102.30 | \$464,768.80 | \$9,636.97 | \$24,461.52 | \$489,230.32 | \$192,739.27 | \$489,230.32 |
| 3 | 10/29/2013 | 12/2/2013 | \$99,718.58 | \$564,487.38 | \$5,248.34 | \$29,709.86 | \$594,197.24 | \$104,966.92 | \$594,197.24 |
| 4 | 12/3/2013 | 7/11/2014 | \$211,619.11 | \$776,106.49 | \$10,780.85 | \$40,490.71 | \$816,597.20 | \$215,616.96 | \$809,814.20 |
| 5 | 7/12/2014 | 8/13/2014 | \$189,902.27 | \$966,008.76 | \$9,976.07 | \$50,466.78 | \$1,016,475.54 | \$199,521.34 | \$1,009,335.54 |
| 6 & FINAL | 8/14/2014 | 12/23/2015 | \$151,320.00 | \$1,117,328.76 | (\$50,466.78) | \$0.00 | \$1,117,328.76 | \$107,993.22 | \$1,117,328.76 |
| Payment Totals: | | | | \$1,117,328.76 | | \$0.00 | \$1,117,328.76 | | \$1,117,328.76 |

Project Summary

| | | | |
|-------------------------------|-----------------------|---------------------------|---------------------|
| Material On Hand: | \$0.00 | | |
| Total Payment to Date: | \$1,117,328.76 | Original Contract: | \$970,930.27 |
| Total Retainage: | \$0.00 | Contract Changes: | \$0.00 |
| Total Amount Earned: | \$1,117,328.76 | Revised Contract: | \$970,930.27 |

**CITY OF HANOVER
COUNTIES OF WRIGHT AND HENNEPIN
STATE OF MINNESOTA**

A regular meeting of the City Council of the City of Hanover, Minnesota, was called to order by Mayor Kauffman at 6:00 p.m. in the Council Chambers of the City Hall, in the City of Hanover, Minnesota, on the 15th day of March, 2016.

The following Council Members were present:

The following Council Members were absent:

A motion to adopt the following resolution was made by _____ and seconded by _____.



RESOLUTION NO 03-15-16-35

A RESOLUTION APPROVING BRIDGE REHABILITATION PAY REQUEST #4

WHEREAS, the City Engineer of the City of Hanover has reviewed quantities of materials submitted for payment of work completed by LS Black Constructors, Inc. for work completed on the Bridge Rehabilitation Project previously authorized by Council; and

WHEREAS, Staff recommends to make payment as per the attached Pay Request #4, in the amount of \$ 5,701.18.

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Hanover, Minnesota, hereby approves Pay Request #4, as per the attachment.

Council members voting in favor:

Opposed or abstained:

Adopted by the city Council this 15th day of March, 2016

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator



Building a legacy – *your* legacy.

477 Temperance Street
St. Paul, MN 55101
Tel: 651-286-8450
Fax: 651-286-8488

March 7, 2016

Mr. Brian Hagen, City Administrator
City of Hanover
11250 5th Street NE
Hanover, MN 55341

Re: Construction Pay Voucher No. 4
Hanover Historic Bridge Rehabilitation Project
City of Hanover, MN
WSB Project No. 02931-00

Dear Mr. Hagen:

Please find enclosed Construction Pay Voucher No. 4 for the above referenced project in the amount of \$5,701.18. The quantities completed to date have been reviewed and agreed upon by the contractor, and we hereby recommend that the City of Hanover approve Construction Pay Voucher No. 4 for LS Black Constructors, Inc.

The amount indicated above reflects work certified to date through March 4, 2016, with a 5% retainage applied. Please include one executed copy with the payment to LS Black Constructors, Inc. and return one executed copy to our office for our file. If you have any questions or comments regarding this voucher, please contact me at (651)286-8465. Thank you.
Sincerely,

WSB & Associates, Inc.

A handwritten signature in black ink, appearing to read "Justin Messner".

Justin Messner, PE
Hanover City Engineer/Associate

Enclosures

cc: Jamie Redding - LS Black Constructors, Inc.



Owner: City of Hanover
 11250 5th Street NE
 Hanover, MN 55341-0278

Date: 3/4/2016

For Period: 2/6/2016 to 3/4/2016
 Contractor: LS Black Constructors, Inc.
 1959 Sloan Place
 St. Paul, MN 55117

Request No.: 4

Pay Voucher

HANO - Hanover Bridge 92366 Rehabilitation
 Client Contract No.:
 Project No.: 02931-00
 Client Project No.:

| Project Summary | | | |
|------------------------|-----------------------------------|--------|--------------|
| 1 | Original Contract Amount | | \$139,242.00 |
| 2 | Contract Changes - Addition | \$0.00 | |
| 3 | Contract Changes - Deduction | \$0.00 | |
| 4 | Revised Contract Amount | | \$139,242.00 |
| 5 | Value Completed to Date | | \$112,853.33 |
| 6 | Material on Hand | | \$0.00 |
| 7 | Amount Earned | | \$112,853.33 |
| 8 | Less Retainage 5% | | \$5,642.67 |
| 9 | Subtotal | | \$107,210.66 |
| 10 | Less Amount Paid Previously | | \$101,509.48 |
| 11 | Liquidated Damages | | \$0.00 |
| 12 | AMOUNT DUE THIS PAY VOUCHER NO. 4 | | \$5,701.18 |

THIS IS TO CERTIFY THAT THE ITEMS OF WORK SHOWN IN THIS CERTIFICATE OF PARTIAL PAYMENT HAVE BEEN ACTUALLY FINISHED FOR THE WORK COMPRISING THE ABOVE MENTIONED PROJECTS IN ACCORDANCE WITH THE PLANS AND SPECIFICATIONS HERETOFORE APPROVED.

Recommended for Approval by:
WSB & Associates, Inc.

Construction Observer:





Approved by Contractor:
LS Black Constructors, Inc.

Approved by Owner:
City of Hanover

Specified Contract Completion Date:
5/1/2016


 Date: 3/4/16

Comment:

Project Material Status

| Item No. | Item | Description | Units | Unit Price | Contract Quantity | Quantity to Date | Current Quantity | Amount to Date |
|--|----------|--|-------|-------------|-------------------|------------------|------------------|----------------|
| SCHEDULE A - BRIDGE REHABILITATION | | | | | | | | |
| 1 | 2021.501 | MOBILIZATION | LS | \$26,400.00 | 1 | 0.9527 | 0.1705 | \$25,151.28 |
| 2 | 2403.502 | TREATED TIMBER (ABUTMENT/PIER CAP) | MBM | \$66,000.00 | 0.516 | 0.516 | 0 | \$34,056.00 |
| 3 | 2403.622 | INSTALL TIMBER BRIDGE DECK (CITY SUPPLIED) | S F | \$7.20 | 3700 | 208.34 | 208.34 | \$1,500.05 |
| 4 | 2433.602 | GREASE EXP BEARING ASSEMBLIES | EACH | \$10,200.00 | 2 | 2 | 0 | \$20,400.00 |
| 5 | 2541.618 | TUCKPOINT HISTORIC STRUCTURE | S F | \$52.80 | 330 | 330 | 0 | \$17,424.00 |
| 6 | 2564.531 | SIGN PANELS TYPE C | S F | \$102.00 | 12 | 12 | 0 | \$1,224.00 |
| Totals For Section SCHEDULE A - BRIDGE REHABILITATION: | | | | | | | | \$99,755.33 |
| ALTERNATE #2 | | | | | | | | |
| 8 | 2433.505 | REMOVE & DISPOSE TIMBER BRIDGE DECK | S F | \$3.54 | 3700 | 3700 | 0 | \$13,098.00 |
| Totals For ALTERNATE #2: | | | | | | | | \$13,098.00 |
| Project Totals: | | | | | | | | \$112,853.33 |

Project Payment Status
 Owner: City of Hanover
 Client Project No.:
 Client Contract No.:
 Project No.: 02931-00
 Contractor: LS Black Constructors, Inc.

Contract Changes

| No. | Type | Date | Description | Amount |
|----------------------|------|------|-------------|--------|
| Change Order Totals: | | | | \$0.00 |

Payment Summary

| No. | From Date | To Date | Payment | Total Payment | Retainage Per Payment | Total Retainage | Total Payment + Retainage | Work Certified Per Payment | Total Work Certified |
|-----------------|------------|-----------|-------------|---------------|-----------------------|-----------------|---------------------------|----------------------------|----------------------|
| 1 | 10/19/2015 | 12/2/2015 | \$42,156.63 | \$42,156.63 | \$2,218.77 | \$2,218.77 | \$44,375.40 | \$44,375.40 | \$44,375.40 |
| 2 | 12/3/2015 | 1/11/2016 | \$26,968.58 | \$69,125.21 | \$1,419.40 | \$3,638.17 | \$72,763.38 | \$28,387.98 | \$72,763.38 |
| 3 | 1/12/2016 | 2/5/2016 | \$32,384.27 | \$101,509.48 | \$1,704.43 | \$5,342.60 | \$106,852.08 | \$34,088.70 | \$106,852.08 |
| 4 | 2/6/2016 | 3/4/2016 | \$5,701.18 | \$107,210.66 | \$300.07 | \$5,642.67 | \$112,853.33 | \$6,001.25 | \$112,853.33 |
| Payment Totals: | | | | \$107,210.66 | | \$5,642.67 | \$112,853.33 | | \$112,853.33 |

Project Summary

| | | | |
|-------------------------------|---------------------|---------------------------|---------------------|
| Material On Hand: | \$0.00 | | |
| Total Payment to Date: | \$107,210.66 | Original Contract: | \$139,242.00 |
| Total Retainage: | \$5,642.67 | Contract Changes: | \$0.00 |
| Total Amount Earned: | \$112,853.33 | Revised Contract: | \$139,242.00 |

**CITY OF HANOVER
COUNTIES OF WRIGHT AND HENNEPIN
STATE OF MINNESOTA**

A regular meeting of the City Council of the City of Hanover, Minnesota, was called to order by Mayor Kauffman at 6:00 p.m. in the Council Chambers of the City Hall, in the City of Hanover, Minnesota, on the 16th day of March, 2016.

The following Council Members were present:

The following Council Members were absent:

A motion to adopt the following resolution was made by _____ and seconded by _____.

.....

RESOLUTION NO 03-15-16-36

**A RESOLUTION ACCEPTING DONATION FROM THE
NORTHWEST AREA JAYCEES**

WHEREAS, the Northwest Area Jaycees has donated \$8,000 to the Hanover Fire Department to be used towards a fire extraction tool.

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Hanover, Minnesota, hereby accepts the donation of \$8,000 from the Northwest Area Jaycees.

BE IT FURTHER RESOLVED, that the City Council expresses its thanks and appreciation for the donation.

Council members voting in favor:

Opposed or abstained:

Adopted by the city Council this 15th day of March, 2016

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator

**CITY OF HANOVER
COUNTIES OF WRIGHT AND HENNEPIN
STATE OF MINNESOTA**

A regular meeting of the City Council of the City of Hanover, Minnesota, was called to order by Mayor Kauffman at 6:00 p.m. in the Council Chambers of the City Hall, in the City of Hanover, Minnesota, on the 16th day of March, 2016.

The following Council Members were present:

The following Council Members were absent:

A motion to adopt the following resolution was made by _____ and seconded by _____.



RESOLUTION NO 03-15-16-37

**A RESOLUTION ACCEPTING DONATION FROM THE
CORCORAN LIONS CLUB**

WHEREAS, the Corcoran Lions Club has donated \$5,000 to the Hanover Fire Department to be used towards a fire extraction tool.

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Hanover, Minnesota, hereby accepts the donation of \$5,000 from the Corcoran Lions Club.

BE IT FURTHER RESOLVED, that the City Council expresses its thanks and appreciation for the donation.

Council members voting in favor:

Opposed or abstained:

Adopted by the city Council this 15th day of March, 2016

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator

**CITY OF HANOVER
COUNTIES OF WRIGHT AND HENNEPIN
STATE OF MINNESOTA**

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The following Council Members were present:

The following Council Members were absent:

A motion to adopt the following resolution was made by _____ and seconded by _____.



RESOLUTION NO 03-15-16-38

**A RESOLUTION ACCEPTING DONATION FROM THE
HANOVER FIRE RELIEF ASSOCIATION**

WHEREAS, the Hanover Fire Relief Association has donated \$1,000 to the Hanover Fire Department to be used towards a fire extraction tool.

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Hanover, Minnesota, hereby accepts the donation of \$1,000 from the Hanover Fire Relief Association.

BE IT FURTHER RESOLVED, that the City Council expresses its thanks and appreciation for the donation and continued collaboration.

Council members voting in favor:

Opposed or abstained:

Adopted by the city Council this 15th day of March, 2016

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator

**CITY OF HANOVER
COUNTIES OF WRIGHT AND HENNEPIN
STATE OF MINNESOTA**

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The following Council Members were present:

The following Council Members were absent:

A motion to adopt the following resolution was made by _____ and seconded by _____.

.....

RESOLUTION NO 03-15-16-39

A RESOLUTION APPROVING PURCHASE OF EXTRACTION EQUIPMENT

WHEREAS, the Hanover Fire Department requests permission to purchase extraction equipment up to \$30,700 using the donated monies from area civic organizations.

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Hanover, Minnesota, hereby approves the purchase of extraction equipment with donated funds.

BE IT FURTHER RESOLVED, that the City Council approves the purchase of extraction equipment not to exceed \$30,700.

Council members voting in favor:

Opposed or abstained:

Adopted by the city Council this 15th day of March, 2016

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator

**CITY OF HANOVER
COUNTIES OF WRIGHT AND HENNEPIN
STATE OF MINNESOTA**

A regular meeting of the City Council of the City of Hanover, Minnesota, was called to order by Mayor Kauffman at 6:00 p.m. in the Council Chambers of the City Hall, in the City of Hanover, Minnesota, on the 16th day of March, 2016.

The following Council Members were present:

The following Council Members were absent:

A motion to adopt the following resolution was made by _____ and seconded by _____.

.....

RESOLUTION NO 03-15-16-40

A RESOLUTION APPROVING EDA RENT REIMBURSEMENT REQUEST

WHEREAS, the Hanover Economic Development Authority approved a business incentive to Adam Smiglewski, Farmers Insurance, for rent reimbursement; and

WHEREAS, Smiglewski submitted an application for three months' rent at a rate of \$495/month, or a total of \$1,485.00.

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Hanover, Minnesota, hereby approves the rent reimbursement through the Hanover Economic Development Authority business incentive fund in the amount of \$1,485.00.

Council members voting in favor:

Opposed or abstained:

Adopted by the city Council this 15th day of March, 2016

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator

Account # 33-627-00-7 Tie # 2006-456
 Development Name Bridges of Hanover Book: 991
 Building Permit # 181-66 Route: 29
 Sewer License # 2006-21 Storm Water Prorate
 # Days Amt

| | |
|---|--|
| 3 | |
|---|--|

 Sewer Prorate
 # Days Amt

| | |
|--|--|
| | |
|--|--|

Water/Sewer Inspection

Date: 12/27/06²⁸
 Address: 10754 106th Ave
 Digger: Advance Wall Systems
 Builder: Rich Hipp

Time: 12:30 pm
2 pm
 City: Hanover
 Phone # Chad - 612-685-8415

PID# _____ ERT #: _____
 PRV? Yes / No Meter # _____

Size/Type Pipe (Sewer): SCH 40 4"
 Type of Copper (Water): 1" K
 Soil Type: Sandy

Depth of Connections: Water 8' 6" Sewer 9'

Water Line Test: Line Pressure X Air Test _____
 Passed X Failed _____

Air Test Sewer: 5 lbs/15 min Passed X Failed _____

Block under Curbstop? Yes X No _____

Curbstop Distance to Back of Curb: 27' 8"
 3-piece? Yes X No _____

Curbstop Wrench Check
 (Ryland Homes Only) _____

Private Well On Site? Yes _____ No X

If Yes, Sewer Line Distance From Well: _____

If Less than 20', MDH Variance? _____

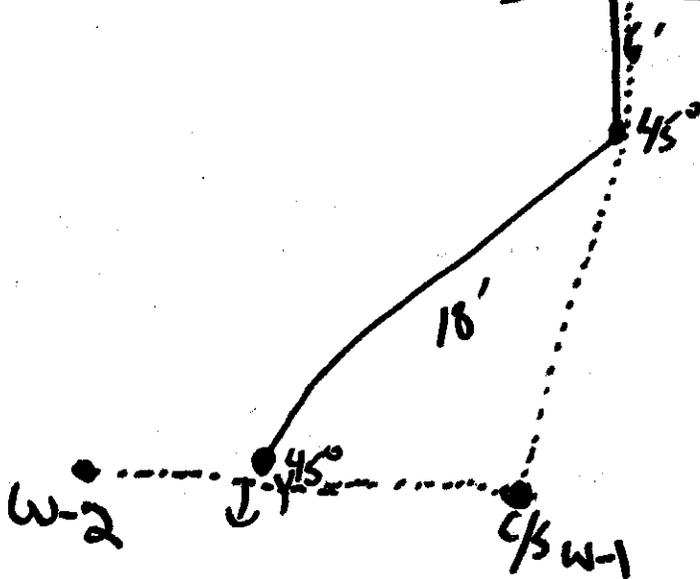
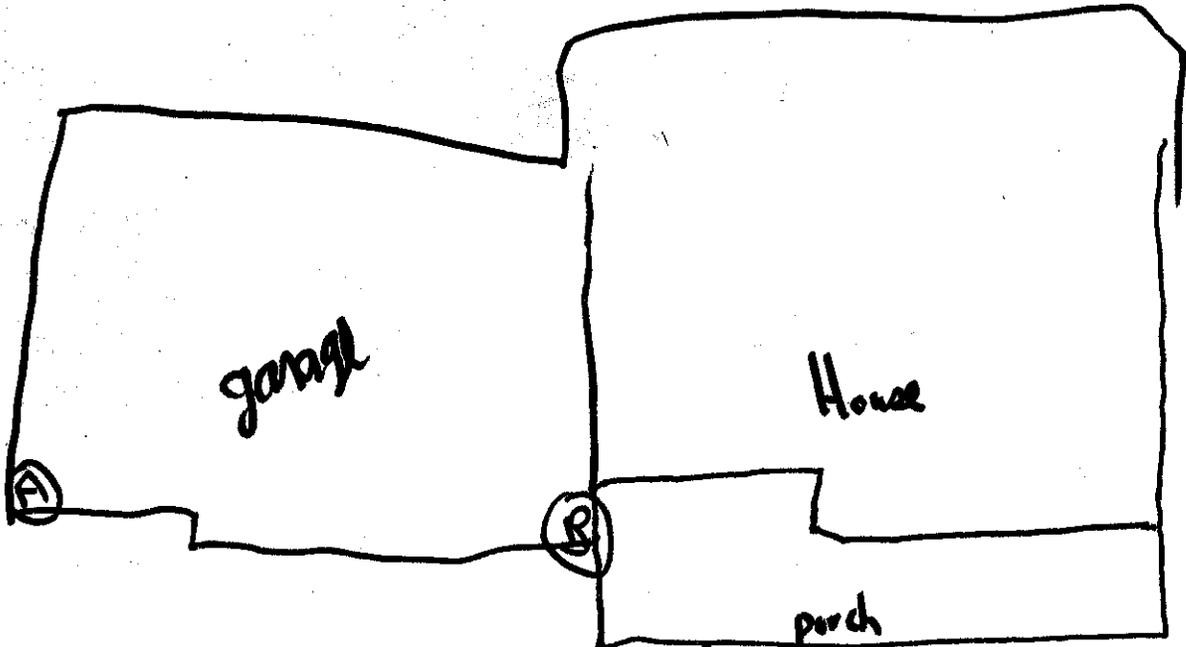
Hydrolic Pumped & Crushed? Yes _____ NA X

Inspected by: Scott H. [Signature]

10754 106th Avenue North Hanover



North



106th Ave

Ties:

Distance in feet to two (2) fixed points.

| | | | |
|------------|--------------|------------|------------|
| A-W1 (C/S) | <u>45'6"</u> | B-W1 (C/S) | <u>22'</u> |
| A-W2 | <u>39'</u> | B-W2 | <u>29'</u> |
| A-S | <u>42'</u> | B-S | <u>25'</u> |

Permit # 181-06
Account # Harover License # 2006-21
Operator: SW

Tie # _____

Water/Sewer Tie Sheet for Existing Service

Date: 12-29-06
Address: 10754 106th Av.

Time: 9:45
City: Harover

Curbstop Distance to Back of Curb: _____

Sewer Line Distance From Well: _____

If Less than 20', Is Line Sleeved? _____

Sketch of Installation

North

garage

House

porch

Inspection for removal of pipe plug

A

B

X Catch Basin

Ties: Distance in feet to two (2) fixed points.

A-101 (SS) 11'
CB

B-101 (OS) 16'
CB

Albertville

http://www.sterlingcodifiers.com/codebook/index.php?book_id=460

Title 9, Chapter 2.-3- Water/Sewer use and service.

9-2-7: MAINTENANCE AND REPAIR:

The consumer or owner shall be responsible for maintaining the service pipe from the curb box into the building served. If the consumer or owner fails to repair any leak in such service pipe within twenty four (24) hours after notice by the city, the city may turn the water off. The water shall remain off until the leak is repaired and billing arrangements made with the city. When the discharge of water is great or damage is likely to result from the leak, the city may turn the water off immediately, upon the giving of notice, if repair is not commenced immediately. (Ord., 7-17-1978; amd. 2005 Code)

9-3-12: REPAIRS AND MAINTENANCE:

A. *Repairs:* Whenever any service connection becomes clogged, obstructed, broken or out of order, or detrimental to the use of the public sewer, or unfit for the purpose of draining, the owner or person having charge of the service connection shall repair or cause such work to be done as the superintendent may direct. Each day after three (3) days that a person neglects or fails to so act shall constitute a separate violation of this subsection, and the superintendent may then cause the work to be done, and recover from the owner or agent the expense thereof, together with ten percent (10%) damages, by an action in the name of the city.

B. *Responsibility For Maintenance Of Line:* It shall be the duty and responsibility of every owner or occupant of property upon which a building sewer is placed to maintain the sewer line on his/her property. This maintenance shall include the responsibility of repairing any broken tile in said line and the responsibility for any cleanout or maintenance caused by obstructions in said line. All repair and restoration costs (including the street) shall be paid for by the owner. In addition, the owner or occupant will be responsible for cleanout or maintenance due to obstructions caused by said owner or occupant in the line from the main to the property line. In the event that the owner or occupant causes any city main to become plugged, he/she shall be responsible for reimbursing the city for costs incurred in clearing the obstruction. (Ord. 2004-11)

Excelsior, MN

https://www.municode.com/library/mn/excelsior/codes/code_of_ordinances?nodeld=PTIICOOR_CH34UT_ARTIISESE_S34-35SASE

Sec. 34-64. - Water service pipes. Modified

- (a) *Installation.* All service pipes from the mains to the premises served shall be installed by, and at the cost of, the owner of the property to be served or the applicant for the service. Such installation shall be under the inspection of the public works superintendent.
- (b) *Pipe specifications.* No service shall be installed unless it conforms to specifications prepared by the city and approved by the council.
- (c) *Repairs.* All repairs for service pipes and plumbing systems of buildings shall be made by and at the expense of the owners of the premises served. In the event of an emergency or a failure by the owner of the premises served to repair a service pipe or shut off box as directed pursuant to paragraph (f)(2) below, the municipality may repair service pipes and, if this is done, the cost of

such repair work shall be repaid to the municipality by the owner of the premises served. Delinquent charges for repairs may be certified to the county auditor with taxes against the property served for collection as other taxes are collected.

- (d) *Excavations.* Excavations for installing service pipes or repairing the pipes shall be made in compliance with the ordinance provisions relating to making excavations in streets; provided, however, that it shall be unlawful to place any service pipe in the same excavation with, or directly over, any drain pipe or sewer pipe. Fees for service pipe excavations shall be in the amount duly established by the council from time to time.
- (e) *Shutoff boxes.* Shutoff boxes or service boxes shall be placed on every service pipe, and shall be located between the curblineline and the sidewalk line where this is practicable. Such boxes shall be so located that they are easily accessible and shall be protected from frost.
- (f) *Maintenance.*
 - (1) It shall be the obligation of the owner of the property served to maintain and keep in operating order all water service pipes and shut off boxes located between the city water main and the private premises served thereby.
 - (2) In the event of failure on the part of any owner to meet their obligation to maintain or repair their service pipe or shut off box, between the main in the street and its termination on the premises, within 24 hours of verbal or written notice, the water may be turned off at or near the main. If there is, in the opinion of the public works superintendent or his authorized representatives, a great waste of water or likely damage to ensue from the leak, the water may be turned off if repairs are not commenced immediately upon service of the notice. Any cost to the city involved in shutting off the water service due to the maintenance or repair shall be borne by the property owner and billed to him. If charges are not paid, the charges may be assessed against the property in the same manner as a delinquent water bill.

(Code 1982, § 240:15; Ord. No. 481, § 1, 2-21-2012)

St. Paul Park

https://www.municode.com/library/mn/st._paul_park/codes/code_of_ordinances?nodeId=COOR_CH70UT

Water Services

Sec. 70-35. - Consumer's expenses.

The cost of the original installation of all plumbing between and including the curb stop and any service devices maintained by the consumer and all extensions made to such plumbing, as well as all repairs, shall be borne entirely by the consumer, although such plumbing and services, as well as the meters, shall at all reasonable times be subject to inspection by duly authorized representatives of the city. Any repairs found to be necessary by such representative shall be made promptly or the city will discontinue service.

Sec. 70-38. - Claims for defective service.

All claims for defective water service shall be made in writing and filed with the city administrator or public works supervisor on or before the tenth day of the month next succeeding such defective service, or be deemed waived by the claimant; and if any such claim is so filed, it shall be the duty of the public works supervisor to investigate the facts alleged in such claim and determine the amount, if any, which should be refunded to such claimant by reason of such defective service, and report such determination to the city council, and if approved by that body, such amount shall be allowed as a credit on the following bill or

paid as other claims; but no claim shall be made against the city for any fire losses or any injuries to the person or property of any consumer of water under this article by reason of defective service.

Sanitary Sewer Services

Sec. 70-90. - Costs of maintenance of sewer lines.

No person shall make a connection to the city sewer system unless properly authorized by the city council. All costs of repair and maintenance of the sewer line serving any consumer dwelling shall be borne entirely by the consumer, although such sewer lines shall at all reasonable times be subject to inspection by duly authorized representatives of the city.

North St. Paul

[http://library.amlegal.com/nxt/gateway.dll/Minnesota/north_saint_paul/cityofnorthsaintpaulminnesotacodeofordin?f=templates\\$fn=default.htm\\$3.0\\$vid=amlegal:northstpaul_mn](http://library.amlegal.com/nxt/gateway.dll/Minnesota/north_saint_paul/cityofnorthsaintpaulminnesotacodeofordin?f=templates$fn=default.htm$3.0$vid=amlegal:northstpaul_mn)

§ 57.05 SERVICE CONNECTION SPECIFICATIONS AND REPAIRS.

(A) The stop cock or corporation cock at the main and the curb cock at the sidewalk or curb shall be standard bronze. The curb cock shall have a cast iron box or cover. The pipe between the stop cocks at the main and the sidewalk shall be of approved copper or alloy pipe. Where the sewer and water connections are laid in the same trench, the water connection must be of copper pipe of a quality approved by the Council and the sewer connection of cast iron pipe or tubing approved by the Council.

(B) Sewer and water service from a building to the connection at the main are owned by the property owners and they are responsible for all repairs and maintenance except for the operation of the curbstop.

(` 89 Code, § 161.050)

Section 3.20: Rules and Regulations Relating to Water Service

Subdivision 1. Deficiency of Water and Shutting Off Water

The City is not liable for any deficiency or failure in the supply of water to customers whether occasioned by shutting the water off for the purpose of making repairs or connections or by any other cause whatever. In case of fire, or alarm of fire, water may be shut off to insure a supply for fire fighting. In making repairs or construction of new works, water may be shut off at any time and kept off so long as may be necessary.

Subdivision 2. Repair of Leaks

It is the responsibility of the consumer or owner to maintain the service pipe from the curb stop into the house or other building. In case of failure upon the part of any consumer or owner to repair any leak occurring in his service pipe within twenty-four (24) hours after oral or written notice has been given the owner or occupant of the premises, the water may be shut off and will not be turned on until a reconnection charge has been paid and the water service has been repaired. When the waste of water is great or when damage is likely to result from the leak, the water will be turned off if the repair is not proceeded with immediately.

Subdivision 4. Service Pipes

Every service pipe must be laid in such manner as to prevent rupture by settlement. The service pipe shall be placed not less than seven and one-half feet below the surface in all cases so arranged as to prevent rupture and stoppage by freezing. All service pipes two (2) inches or smaller shall be copper. Frozen service pipes between the curb stop and the building shall be the responsibility of the owner. Service pipes must extend from the curb stops to the inside of the building; or if not taken into a building then to the hydrant or other fixtures which they are intended to supply. A valve, the same size as the service pipe, shall be placed close to the inside wall of the building, ahead of the meter and well protected from freezing. Joints on copper tubing shall be flared or compression-fitted, and kept to a minimum. Not more than one joint shall be used for a service up to seventy feet in