

**AGENDA
HANOVER CITY COUNCIL
DECEMBER 19, 2017**

**MAYOR
CHRIS KAUFFMAN**

**COUNCIL
DOUGLAS HAMMERSENG
KEN WARPULA
JIM ZAJICEK
MARYANN HALLSTEIN**

- 1. Call to Order Regular City Council Work Session: 6:00 p.m.**
- 2. Approval of Agenda**
- 3. Consent Agenda Items:**
 - a. Approve Minutes of November 27, 2017 Joint City Council/Planning Commission Meeting (4)**
 - b. Approve Minutes of December 5, 2017 City Council Meeting (5)**
 - c. Approve Claims as Presented: (9)**

➤ Claims	\$ 362,001.27
➤ Payroll	\$ 8,789.01
➤ P/R taxes & Exp	\$ 3,437.05
➤ Other Claims	\$ <u>2,272.12</u>
➤ Total Claims	\$ <u>376,499.45</u>
 - d. Res No 12-19-17-123 – Approving Public Works Facility Construction Pay Voucher #3 (42)**
 - e. Res No 12-19-17-124 – Adopting the 2018 Final Budget and Levy (87)**
 - f. Res No 12-19-17-125 – Approving Fifth Street Watermain Final Pay Voucher (103)**
 - g. Res No 12-19-17-126 – Approving Veolia Contract Extension (111)**
 - h. Ordinance No 2017-08 – Adopting 2018 Fee Schedule (114)**
- 4. Ordinance No 2017-09 – Amending Chpt. 10 Related to Mineral Extraction (121)**
- 5. Res No 12-19-17-127 – Approving Phone System Upgrade (129)**
- 6. Discussion of 2018 Annual Appointments (138)**
- 7. CSAH 19/Co. Rd. 117/Co. Rd. 203 Intersection Improvements**
- 8. Downtown Parking Lot Ownership/Funding**
- 9. 2017 Salary Compensation Study (140)**
- 10. Reports**
- 11. Adjournment**

To: Mayor Kauffman & Members of the Hanover City Council
From: Brian Hagen, City Administrator
Date: December 15, 2017
Re: Review of December 19, 2017 City Council Work Session Agenda

1. Call to Order Regular City Council Work Session: 6:00 p.m.
2. Approval of Agenda
3. Consent Agenda Items: *See enclosed consent agenda.*
 - a. Approve Minutes of November 27, 2017 Joint City Council/Planning Commission Meeting (4)
 - b. Approve Minutes of December 5, 2017 City Council Meeting (5)
 - c. Approve Claims as Presented: (9)

➤ Claims	\$ 362,001.27
➤ Payroll	\$ 8,789.01
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 - d. Res No 12-19-17-123 – Approving Public Works Facility Construction Pay Voucher #3 (42)
 - e. Res No 12-19-17-124 – Adopting the 2018 Final Budget and Levy (87)
 - f. Res No 12-19-17-125 – Approving Fifth Street Watermain Final Pay Voucher (103)
 - g. Res No 12-19-17-126 – Approving Veolia Contract Extension (111)
 - h. Ordinance No 2017-08 – Adopting 2018 Fee Schedule (114)
4. Ordinance No 2017-09 – Amending Chpt. 10 Related to Mineral Extraction (121)

Enclosed is an ordinance recommended for approval by the Planning Commission. Nash will be present to discuss further.
5. Res No 12-19-17-127 – Approving Phone System Upgrade (129)

Enclosed is a resolution approving a proposal provided by the City's IT Consultant. The proposal is a direct comparison to what Comcast provided. I am recommending approving this proposal in order to have better technical support provided by a local company. The up front and monthly recurring costs are comparable. We would need to adjust our current services from Comcast for either proposal.
6. Discussion of 2018 Annual Appointments (138)

Enclosed is a draft list of the 2018 appointments. The yellow highlighted names are the appointments to discuss. We are still in need of two park board applications and one EDA application.

7. CSAH 19/Co. Rd. 117/Co. Rd. 203 Intersection Improvements

This discussion is to gauge Hanover's interest in pressuring Hennepin County to complete an intersection improvement. This discussion will also guide staff on proactively holding discussions with Hennepin County and finding grant funding opportunities.

8. Downtown Parking Lot Ownership/Funding

Discussion about long term ownership and funding source for the next phase of the project will be held.

9. 2017 Salary Compensation Study (140)

Enclosed is the completed study for your review. If desired, I could prepare a memo of findings and recommendation for Council consideration.

10. Reports

11. Adjournment

**CITY OF HANOVER
JOINT MEETING OF THE
CITY COUNCIL AND PLANNING COMMISSION
NOVEMBER 27, 2017 - DRAFT MINUTES**

Call to Order

Mayor Chris Kauffman called the November 27, 2017, Joint Meeting of the City Council and Planning Commission to order at 7:06 pm. Council members present were Mayor Chris Kauffman, Doug Hammerseng, Jim Zajicek, and MaryAnn Hallstein. Planning Commission members present were Stan Kolasa, Dean Kuitunen, Michelle Armstrong, and Mike Christenson. Also present were City Administrator Brian Hagen, City Planner Cindy Nash, and Administrative Assistant Amy Biren. Councilor Ken Warpula and Planning Commission member Jim Schendel arrived at 7:25 p.m.

Approval of Agenda

MOTION by Hammerseng to approve agenda, seconded by Hallstein. **Motion carried unanimously.**

Comprehensive Plan Amendment

Review of Future Land Use Map

Nash stated that the map discussed at the previous meeting was reviewed with the Hanover EDA. They suggested one change which would keep the parcel located between the vehicle bridge on CSAH 19 and the Historic Bridge on the Hennepin County side as commercial use.

This adjustment would still be allowed to support apartments, and should a developer desire townhomes or some other use, the City could grant an amendment to the plan in the future.

Nash further reviewed district definitions for people to understand the types of uses allowed.

Review of Demographics

Due to time, Nash briefly outlined the demographics section of the plan. Hanover has seen growth, and is likely to continue to grow with young families. An area that has seen slow growth is the senior population. This is due to a lack of senior housing. This is evident as Hanover just recently received its first senior housing facility.

Adjournment

MOTION by Warpula to adjourn at 8:00 p.m., seconded by Hallstein. **Motion carried unanimously.**

APPROVED:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator

**CITY OF HANOVER
CITY COUNCIL MEETING
DECEMBER 5, 2017 – DRAFT MINUTES**

Call to Order/Pledge of Allegiance:

Mayor Chris Kauffman called the regular meeting of Tuesday, December 5, 2017 to order at 7:15 p.m. Present were Mayor Chris Kauffman, Councilors Doug Hammerseng, Ken Warpula and Jim Zajicek. Also present were City Administrator Brian Hagen, Accountant / Deputy Clerk Jackie Heinz, City Attorney Jay Squires and Public Works Supervisor Jason Doboszanski and City Engineer Justin Messner. Guests included Amy Biren, Jason Ramthun and a Hennepin County Sheriff. Councilor MaryAnn Hallstein was absent.

Approval of Agenda:

Kauffman added item #7d GP Welding. Warpula added item #7e EDA House Demolition.

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

Consent Agenda:

Heinz added a claim for \$42,890.50 to Heiman Fire for the final payment on the new truck, bringing claims to \$97,960.31. New claims total would be \$111,930.71.

MOTION by Hammerseng to approve the consent agenda as amended, seconded by Warpula.

1. Consent Agenda Items:

a. **Approve Minutes of November 21, 2017 City Council Meeting**

b. **Approve Claims as Presented:**

➤ Claims	\$ 97,960.31
➤ Payroll	\$ 8,410.25
➤ P/R taxes & Exp	\$ 3,291.12
➤ Other Claims	<u>\$ 2,269.03</u>
➤ Total Claims	<u>\$ 111,930.71</u>

c. **Res No 12-05-17-117 – Approving Purchase of Jib Crane**

d. **Res No 12-05-17-118 – Appointing Ryan Melchior to the Hanover Fire Department**

e. **Res No 12-05-17-119 – Approving Purchase of Fire Department Turnout Gear**

Motion carried unanimously.

Citizen's Forum:

None

Public Hearings:

Truth in Taxation

Hagen provided the Truth in Taxation presentation for the Proposed 2018 Budget. The annual hearing provides the public with information and an opportunity to ask questions related to the taxing process and the 2018 budget and levy. Hagen educated the audience on factors which influence the tax levy and how the property tax system works. He stated the levy would increase by \$58,531 from 2017 to 2018. Hagen stated the tax rate will go from 49.5% in 2017 to an estimated 46.15% in 2018. Hagen gave examples of proposed tax amounts for the median home value in Hennepin and Wright counties. Hennepin County median home value is \$374,000, total tax is \$5,271.70, city portion is \$1,674.88. Wright County median home value is \$252,800, total tax is \$3,598, city portion is \$1,068.16.

The final budget and tax levy for 2018 will be adopted on December 19th, 2017 at 6:00 pm and City Hall.

Unfinished Business:

2018 Final Budget Draft 2

Warpula asked if there were any large changes from the previous draft. Hagen stated the election equipment amount has decreased by \$15,000. Wright County has verbally stated they will purchase new machines. The machines will be owned by them and we would use, there would possibly be maintenance fees. He stated Wright County has applied for a grant and we in turn applied to Wright County.

Kauffman stated the other glaring need is roads, so any excess money can be transferred to the street fund. Hagen also stated the EDA needs to vote on their levy yet.

New Business:

Res. No. 12-05-17-120 – Accepting Annual Mahler Mining Report

Hagen stated the current agreement will be done at the end of 2018. The IUP is written to terminate if the property is sold. Warpula asked how they know they're 42% complete based on total yards taken out. Hagen stated it's based on where they are in the project as a whole, doesn't include reclamation. Kauffman inquired how to keep the area from becoming a big hole. Squires stated to review the reclamation plan in 2019 if they choose to reapply for an IUP.

Hagen recommended to the Mahlers to start the IUP process early next year as staff, council and planning commission haven't gone through the process before and are likely to have questions.

MOTION by Warpula to approve Res. No. 12-05-17-120, seconded by Zajicek. **Motion carried unanimously.**

Res. No. 12-05-17-121 – Approving 2017 Staff Reviews

Hagen stated staff reviews were completed by himself and combined with self - evaluations. Increases are based on all input and have been gone over with staff.

MOTION by Warpula to approve Res. No. 12-05-17-121, seconded by Zajicek. **Motion carried unanimously.**

Res. No. 12-05-17-122 – Approving Audit Preparation / Training Proposal

Hagen stated the attached proposal from AEM is identical to last years. The proposal includes training for Jackie and audit review before the final audit. The cost in 2017 was roughly \$3,000 and Hagen anticipates it to be roughly the same this year. Liz was requested on the proposal to come out to Hanover since she has previous experience in Hanover.

Warpula asked if there was a final price on the proposal, Hagen stated no, it's as needed. Kauffman asked if Liz is able to perform the tasks on her own. Hagen stated the first year Liz learned the audit prep process and the second year she started her own documents and a library of how to. She also has other resources from AEM to utilize if needed.

MOTION by Warpula to approve Res. No. 12-05-17-122, seconded by Hammerseng. **Motion carried unanimously.**

GP Welding

Kauffman stated he received information from a neighboring cities mayor that GP Welding received an invoice for additional fees incurred. Hagen stated GP Welding applied for the CUP, he was not promised approval, and based on the information given at that time it was supported by staff. Through the process his items and requests changed. He paid \$1,000 to escrow and a \$300 base fee.

When reviewing invoices, the fees incurred were typical. Two items included a lengthy Planning Commission meeting and a lengthy Council meeting. In total there was approximately 20 hours of billable time to the application.

Kauffman asked how the escrow amount is determined. Hagen stated the rate is in our fee schedule. Hagen further explained there was a disconnect from staff, GP Welding's relator was relaying information. Kauffman stated an escrow amount of \$2,000 would make people think more before applying and the applicant would be happy to receive money back.

Hagen stated he called GP Welding and pitched the \$300 adjustment, GP Welding stated he was not paying another dime. Squires stated this is a value judgement, how much do you spend to get paid. Biren stated the council is setting a precedence to others in the future. GP Welding was aware of the commitment, he was told there was a 50/50 shot and the forms were signed stating he would pay all costs. Normally an applicant receives money back, however GP Welding didn't supply all the information up front and staff had to keep asking questions. Hammerseng inquired if GP Welding was misunderstanding the information or pulling one over. Biren stated accurate information was not provided up front and exceptions were added during the planning commission meeting.

Kauffman asked what kind of a precedence was being set. Biren stated Lange and Legatt wouldn't put a \$2,000 escrow down for a CUP on a shed. That amount is too high for fences and sheds. Kauffman stated if the applicant is approved they will pay additional fees. Hagen suggested to start with the escrow amount for CUP's and leave variances where they're at.

MOTION by Kauffman to approve waiving additional fees invoiced to GP Welding, seconded by Warpula.
Motion carried unanimously.

EDA House Demolition

Warpula asked if there was a way to not throw everything in the house but rather give away or sell. Squires stated it would benefit the city to adopt a program where the item is taken out before demo, must be fair to all people, question is how to do it fairly. Kauffman asked who would remove the item – staff or purchaser. Squires stated a signed agreement stating it's their responsibility after removed with a waiver which indemnifies the city. Warpula stated he doesn't want to fill the landfill. The exterior doors, storm door and garage door opener are all in good shape yet. Squires stated how much staff time, energy and documentation do you want to devote to this. Consensus was to demo the house without allowing people

Reports

Doboszanski

- Have heat and electricity at Public Works. Waiting for the office to get dried out for insulation and vapor barrier.

Messner

- Pavement cores were taken, survey today and plans on the way.

Hammerseng

- The planning commission talked about the mining ordinance, very educating.

Warpula

- Attended WCAT today, not all cities have an agreement. Approved \$150,000 check from Trailcat to Trailblazer.

Hagen

- Met on the Duininck Pit. They will go through the platting process by first bringing a concept plan forward to the City. They want to have a full master plan approved for the entire area.

- Met with Gary Fehn, he has bought the Ruter Farm and is wondering what the city wants to see done with the property. He holds a desire to mine the land, but wants to be mindful of the end use.
- Plan to have the CO for the Public Works building by the end of the year with finishing work yet to be done.

Heinz

- Park Board was very excited about the skating rinks for Mallard and Cardinal Circle Parks. So excited that they may move their skating event to one of those rinks, this will be decided in January.

Adjournment

MOTION by Warpula to adjourn at 8:12 p.m., seconded by Hammerseng. **Motion carried unanimously.**

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator

CITY OF HANOVER

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Payments

Current Period: December 2017

Batch Name	12/19/17 PAY	Payment	Computer Dollar Amt	\$361,842.27	Posted
Refer	2219 A-1 OUTDOOR POWER, INC.		Ck# 002212E 12/19/2017		
Cash Payment	E 100-42220-221 Equipment Parts	Fuel Hose Kit			\$13.49
Invoice	412881	12/1/2017			
Transaction Date	12/14/2017	Due 0	Cash	10100	Total \$13.49
Refer	2222 AMERICAN ENGINEERING TESTIN		Ck# 002202E 12/19/2017		
Cash Payment	E 411-41940-310 Other Professional Servi	Public Works Building: Special Inspections & Construction Testing 10/15/17 - 11/19/17			\$1,328.50
Invoice	261702	11/29/2017		Project 208218	
Transaction Date	12/5/2017	Due 0	Cash	10100	Total \$1,328.50
Refer	2228 ASPEN MILLS		Ck# 033071 12/19/2017		
Cash Payment	E 100-42220-260 Uniforms	6 - Collar Brass FD Letters 1/2" Silver			\$53.10
Invoice	207554	11/30/2017			
Transaction Date	12/14/2017	Due 0	Cash	10100	Total \$53.10
Refer	2226 BIFFS INC.		Ck# 002213E 12/19/2017		
Cash Payment	E 100-45200-580 Other Equipment	Pheasant Run Park Mini Biff Service 11/08/17 - 11/10/17			\$10.18
Invoice	W662141	12/6/2017			
Cash Payment	E 100-45200-580 Other Equipment	Eagleview Park Mini Biff Service 11/08/17 - 11/10/17			\$10.18
Invoice	W662142	12/6/2017			
Cash Payment	E 100-45200-580 Other Equipment	Mallard Park Mini Biff Service 11/08/17 - 11/10/17			\$10.18
Invoice	W662143	12/6/2017			
Cash Payment	E 100-45200-580 Other Equipment	Cardinal Circle Park Mini Biff Service 11/08/17 - 11/10/17			\$10.18
Invoice	W662144	12/6/2017			
Transaction Date	12/14/2017	Due 0	Cash	10100	Total \$40.72
Refer	2236 BOY SCOUT TROOP #563		Ck# 033072 12/19/2017		
Cash Payment	G 100-22000 Deposits	Hall Damage Deposit Release - 12/08/17 Event			\$200.00
Invoice					
Transaction Date	12/11/2017	Due 0	Cash	10100	Total \$200.00
Refer	2237 BUTTWEILER, RICKIE		Ck# 033073 12/19/2017		
Cash Payment	G 100-22000 Deposits	Hall Damage Deposit Release - 12/10/17 Event			\$200.00
Invoice					
Transaction Date	12/11/2017	Due 0	Cash	10100	Total \$200.00
Refer	2210 CARSON, CLELLAND & SCHREDE		Ck# 033074 12/19/2017		
Cash Payment	E 100-41610-304 Legal Fees	Legal Support / Work - November 2017			\$170.78
Invoice		12/1/2017			
Transaction Date	12/5/2017	Due 0	Cash	10100	Total \$170.78
Refer	2209 CENTERPOINT ENERGY		Ck# 033075 12/19/2017		
Cash Payment	E 201-41330-310 Other Professional Servi	11234 River Road NE: 10/26/17 - 11/27/17 Gas Utilities			\$71.78
Invoice		11/29/2017			

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Payments

Current Period: December 2017

Cash Payment	E 100-41940-383 Gas Utilities	City Hall Gas Utilities: 10/26/17 - 11/27/17				\$525.46
Invoice	11/29/2017					
Cash Payment	E 100-42280-383 Gas Utilities	Fire Station Gas Utilities: 10/26/17 - 11/27/17				\$321.06
Invoice	11/29/2017					
Cash Payment	E 201-41330-310 Other Professional Servi	11234 River Road NE: 11/27/17 - 12/04/17 Gas Utilities - Final Bill				\$14.19
Invoice	12/5/2017					
Transaction Date	12/5/2017	Due 0	Cash	10100	Total	\$932.49
Refer	2238 CENTRAL ROOFING COMPANY	Ck# 033076 12/19/2017				
Cash Payment	E 100-41940-520 Buildings and Structures	11/9: Examined Leak Area Inside Building, Discovered Leak on Upper Roof, Cleaned & Made Repairs				\$500.00
Invoice 18799	12/5/2017					
Transaction Date	12/11/2017	Due 0	Cash	10100	Total	\$500.00
Refer	2215 CENTURY LINK	Ck# 033077 12/19/2017				
Cash Payment	E 100-42280-321 Telephone	Fire Station Landline 10/28/17 - 11/27/17				\$33.99
Invoice	11/28/2017					
Transaction Date	12/14/2017	Due 0	Cash	10100	Total	\$33.99
Refer	2221 CITY OF ST. MICHAEL	Ck# 002201E 12/19/2017				
Cash Payment	E 602-49455-310 Other Professional Servi	SAC Fees - 9843 Jasmine Court				\$4,712.00
Invoice						
Cash Payment	E 602-49455-310 Other Professional Servi	SAC Fees - 9849 Jasmine Court				\$4,712.00
Invoice						
Transaction Date	12/5/2017	Due 0	Cash	10100	Total	\$9,424.00
Refer	2228 CITY OF ST. MICHAEL	Ck# 002205E 12/19/2017				
Cash Payment	E 602-43252-310 Other Professional Servi	Sewer Administrative Costs - 2017				\$1,500.00
Invoice 12062017-1	12/5/2017					
Cash Payment	E 602-43252-310 Other Professional Servi	Lift Station Flows - 4th Quarter 2017				\$28,734.27
Invoice 12062017-2	12/5/2017					
Cash Payment	E 100-43000-310 Other Professional Servi	Compost & Brush Facility Partnership - 4th Quarter 2017				\$1,250.00
Invoice 12062017-2	12/5/2017					
Cash Payment	E 100-45500-437 Other Miscellaneous	Library Operations - 4th Quarter 2017				\$980.15
Invoice 12062017-2	12/5/2017					
Cash Payment	E 100-45186-437 Other Miscellaneous	Senior Center Operations - 4th Quarter 2017				\$2,030.09
Invoice 12062017-2	12/5/2017					
Transaction Date	12/6/2017	Due 0	Cash	10100	Total	\$34,494.51
Refer	2227 CLASSIC CLEANING COMPANY, LL	Ck# 033078 12/19/2017				
Cash Payment	E 100-41940-310 Other Professional Servi	City Hall Monthly Cleaning - November 2017				\$325.00
Invoice 25876	11/8/2017					
Cash Payment	E 100-41940-310 Other Professional Servi	Hall Special Cleanings: 6/17, 6/25, 9/16, 10/15, 11/24				\$325.00
Invoice 25876	11/8/2017					
Cash Payment	E 100-41940-310 Other Professional Servi	Shelter Special Cleanings: 8/20, 9/16				\$90.00
Invoice 25876	11/8/2017					
Transaction Date	12/6/2017	Due 0	Cash	10100	Total	\$740.00
Refer	2235 COLLABORATIVE PLANNING LLC	Ck# 002207E 12/19/2017				

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Payments

Current Period: December 2017

Cash Payment	E 100-41910-310 Other Professional Servi	General Planning			\$4,166.99
Invoice 2017-169	12/10/2017				
Cash Payment	G 823-20200 Accounts Payable	CRH West 3rd: Building Permits, Revised Grading, As-Builts			\$353.50
Invoice 2017-171	12/10/2017				
Cash Payment	E 100-41910-310 Other Professional Servi	General Planning			\$25.25
Invoice 2017-172	12/10/2017				
Transaction Date	12/11/2017	Due 0	Cash	10100	Total \$4,545.74
Refer	2229 COMCAST		Ck# 033079	12/19/2017	
Cash Payment	E 100-41940-321 Telephone	Digital Voice & Internet - December 2017			\$351.06
Invoice	11/25/2017				
Transaction Date	12/6/2017	Due 0	Cash	10100	Total \$351.06
Refer	2211 COTTENS, INC.		Ck# 033080	12/19/2017	
Cash Payment	E 100-43000-220 Repair/Maint Supply (GE	LED Work Light			\$89.99
Invoice 233-99835	11/6/2017				
Cash Payment	E 100-43000-220 Repair/Maint Supply (GE	Return: LED Work Light			-\$89.99
Invoice 233-99855	11/6/2017				
Cash Payment	E 100-43000-220 Repair/Maint Supply (GE	Threadlocker, Rubber Metal Clamp			\$17.57
Invoice 233-99993	11/7/2017				
Cash Payment	E 100-43000-220 Repair/Maint Supply (GE	2 Strobe Beacon Lamps			\$146.98
Invoice 233-100154	11/8/2017				
Cash Payment	E 100-43000-220 Repair/Maint Supply (GE	Return: 2 Strobe Beacon Lamps			-\$146.98
Invoice 233-101982	11/22/2017				
Transaction Date	12/5/2017	Due 0	Cash	10100	Total \$17.57
Refer	2219 CUKA, STEPHANIE		Ck# 033081	12/19/2017	
Cash Payment	G 100-22000 Deposits	Hall Damage Deposit Release - 12/02/17 Event			\$200.00
Invoice	12/4/2017				
Transaction Date	12/5/2017	Due 0	Cash	10100	Total \$200.00
Refer	2217 EMERGENCY APPARATUS		Ck# 033082	12/19/2017	
Cash Payment	E 100-42260-220 Repair/Maint Supply (GE	E11: Deck Gun Valve Leaking - Disassembled, Cleaned, Installed & Checked Operation For Leaks			\$746.33
Invoice 97160	11/28/2017				
Transaction Date	12/14/2017	Due 0	Cash	10100	Total \$746.33
Refer	2231 FEHN COMPANIES		Ck# 033083	12/19/2017	
Cash Payment	E 411-41940-310 Other Professional Servi	Progress Billing #3 - PW Building - Draw #3			\$15,758.82
Invoice 10866	12/7/2017			Project 208218	
Transaction Date	12/14/2017	Due 0	Cash	10100	Total \$15,758.82
Refer	2214 FINKEN WATER SOLUTIONS		Ck# 033084	12/19/2017	
Cash Payment	E 100-42280-220 Repair/Maint Supply (GE	Drinking Water - 10 Gallons			\$12.40
Invoice 10321TG	11/13/2017				
Cash Payment	E 100-42280-220 Repair/Maint Supply (GE	Solar Salt 40#			\$9.25
Invoice 10321TG	11/13/2017				
Cash Payment	E 100-42280-220 Repair/Maint Supply (GE	5 oz. Plastic Cups			\$7.00
Invoice 10321TG	11/13/2017				
Cash Payment	E 100-42280-220 Repair/Maint Supply (GE	Cook & Cold Rental Cooler 12/01/17 - 12/31/17			\$9.50
Invoice 4822062	12/1/2017				

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Payments

Current Period: December 2017

Cash Payment	E 100-42280-220 Repair/Maint Supply (GE	Cook & Cold Rental Cooler 12/01/17 - 12/31/17				\$9.50
Invoice	4822072	12/1/2017				
Transaction Date	12/14/2017	Due 0	Cash	10100	Total	\$47.65
Refer	2213 FIRE SAFETY USA, INC.				<u>Ck# 033085 12/19/2017</u>	
Cash Payment	E 100-42220-260 Uniforms				3 Honeywell Viper Coats	\$4,275.00
Invoice	106127	12/7/2017				
Cash Payment	E 100-42220-260 Uniforms				3 Honeywell Viper Pants	\$2,730.00
Invoice	106127	12/7/2017				
Cash Payment	E 100-42220-260 Uniforms				Shipping	\$50.00
Invoice	106127	12/7/2017				
Transaction Date	12/14/2017	Due 0	Cash	10100	Total	\$7,055.00
Refer	2232 GRAINGER				<u>Ck# 002206E 12/19/2017</u>	
Cash Payment	E 201-41330-310 Other Professional Servi				White Coveralls, Boot Covers, Respirators & Cartridges for EDA House Demo	\$330.20
Invoice	9623221083	11/22/2017				
Transaction Date	12/8/2017	Due 0	Cash	10100	Total	\$330.20
Refer	2232 GREYSTONE CONSTRUCTION				<u>Ck# 033086 12/19/2017</u>	
Cash Payment	E 411-41940-310 Other Professional Servi				PW Building - Draw #3: Furnish & Install Natural Light Fabric Structure	\$55,432.50
Invoice	26688	11/27/2017			Project 208218	
Transaction Date	12/14/2017	Due 0	Cash	10100	Total	\$55,432.50
Refer	2217 GUIDANCE POINT TECHNOLOGIE				<u>Ck# 033087 12/19/2017</u>	
Cash Payment	E 100-42220-221 Equipment Parts				FD Dell Notebook: Trend Micro License 11/28 - 12/31/17	\$2.92
Invoice	11429	12/3/2017				
Cash Payment	G 100-15500 Prepaid Items				FD Dell Notebook: Trend Mirco License 1/1/18 - 11/27/18	\$32.08
Invoice	11429	12/3/2017				
Cash Payment	E 100-42220-221 Equipment Parts				New Dell Notebook for Fire Department	\$1,229.99
Invoice	11433	12/3/2017				
Cash Payment	E 100-42220-221 Equipment Parts				Microsoft Office for New Dell Notebook for Fire Department	\$199.99
Invoice	11433	12/3/2017				
Cash Payment	E 100-42220-221 Equipment Parts				11/28/17 OnSite Service: Setup New Dell Notebook	\$270.00
Invoice	11433	12/3/2017				
Transaction Date	12/5/2017	Due 0	Cash	10100	Total	\$1,734.98
Refer	2224 HAMMERSENG, DOUG				<u>Ck# 033088 12/19/2017</u>	
Cash Payment	E 100-41110-437 Other Miscellaneous				HP Laptop	\$500.00
Invoice		12/12/2017				
Transaction Date	12/14/2017	Due 0	Cash	10100	Total	\$500.00
Refer	2213 HARDWARE HANK				<u>Ck# 033089 12/19/2017</u>	
Cash Payment	E 100-41940-220 Repair/Maint Supply (GE				Pipe Insulation	\$26.91
Invoice	1444677	11/15/2017				
Transaction Date	12/5/2017	Due 0	Cash	10100	Total	\$26.91
Refer	2226 HEINS, DENICE				<u>Ck# 002204E 12/19/2017</u>	
Cash Payment	G 100-15500 Prepaid Items				Storage - January 2018	\$120.00
Invoice		12/6/2017				

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Payments

Current Period: December 2017

Transaction Date	12/6/2017	Due 0	Cash	10100	Total	\$120.00
Refer	<u>2230 HENNEPIN COUNTY ELECTIONS</u>		<u>Ck# 033090 12/19/2017</u>			
Cash Payment	G 100-15500 Prepaid Items		DS200 Maintenance - 2018			\$561.60
Invoice	121117	12/5/2017				
Cash Payment	G 100-15500 Prepaid Items		AutoMark Maintenance - 2018			\$640.00
Invoice	121117	12/5/2017				
Cash Payment	E 100-41410-200 Office Supplies (GENER		PVC Total 2017			\$22.80
Invoice	121217	12/12/2017				
Cash Payment	E 100-41410-200 Office Supplies (GENER		Courier Charges to Return 2016 General Election Materials on 12/13/16			\$41.60
Invoice	121217	12/12/2017				
Transaction Date	12/14/2017	Due 0	Cash	10100	Total	\$1,266.00
Refer	<u>2225 I-94 WEST CHAMBER</u>		<u>Ck# 033091 12/19/2017</u>			
Cash Payment	G 100-15500 Prepaid Items		Membership Dues - 2018			\$300.00
Invoice	5606	12/1/2017				
Cash Payment	G 100-15500 Prepaid Items		Scholarship Fund Contribution - 2018			\$25.00
Invoice	5606	12/1/2017				
Transaction Date	12/5/2017	Due 0	Cash	10100	Total	\$325.00
Refer	<u>2214 JOINT POWERS WATER BOARD</u>		<u>Ck# 033092 12/19/2017</u>			
Cash Payment	E 201-41330-310 Other Professional Servi		11234 River Road NE: 11/01 - 11/30/17 Water and Sewer			\$37.23
Invoice		11/30/2017				
Transaction Date	12/5/2017	Due 0	Cash	10100	Total	\$37.23
Refer	<u>2220 JOINT POWERS WATER BOARD</u>		<u>Ck# 033093 12/19/2017</u>			
Cash Payment	E 601-49410-310 Other Professional Servi		WAC Fees - 9843 Jasmine Court			\$2,001.00
Invoice						
Cash Payment	E 601-49410-310 Other Professional Servi		WAC Fees - 9849 Jasmine Court			\$2,001.00
Invoice						
Transaction Date	12/5/2017	Due 0	Cash	10100	Total	\$4,002.00
Refer	<u>2241 KINGHORN COMPANY</u>		<u>Ck# 002214E 12/19/2017</u>			
Cash Payment	E 411-41940-310 Other Professional Servi		PW Building - Draw #3: General Conditions			\$2,521.16
Invoice	2463	11/30/2017		Project 208218		
Cash Payment	E 411-41940-310 Other Professional Servi		PW Building - Draw #3: Metals			\$3,866.56
Invoice	2463	11/30/2017		Project 208218		
Cash Payment	E 411-41940-310 Other Professional Servi		PW Building - Draw #3: Woods & Plastics			\$2,984.80
Invoice	2463	11/30/2017		Project 208218		
Cash Payment	E 411-41940-310 Other Professional Servi		PW Building - Draw #3: Profit and Overhead			\$17,324.28
Invoice	2463	11/30/2017		Project 208218		
Transaction Date	12/14/2017	Due 0	Cash	10100	Total	\$26,696.80
Refer	<u>2220 KOTTKE, BRIAN</u>		<u>Ck# 033094 12/19/2017</u>			
Cash Payment	E 100-42260-212 Motor Fuels		Fuel Reimbursement - To Pick Up New Grass Rig			\$114.27
Invoice		12/12/2017				
Cash Payment	E 100-42240-331 Travel Expenses		1 Day Per Diem - Pick Up New Truck			\$45.00
Invoice		12/12/2017				
Transaction Date	12/14/2017	Due 0	Cash	10100	Total	\$159.27
Refer	<u>2221 KOTTKE, DAVE</u>		<u>Ck# 033095 12/19/2017</u>			

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Current Period: December 2017

Cash Payment	E 100-42240-331	Travel Expenses	1 Day Per Diem - Pick Up New Truck						\$45.00
Invoice									
Transaction Date	12/14/2017	Due 0	Cash	10100		Total			\$45.00
Refer	2231	<u>LANO EQUIPMENT - LORETTO</u>		<u>Ck# 033096</u>	<u>12/19/2017</u>				
Cash Payment	E 100-43121-224	Street Maint Materials	Bobcat Stump Grinder Rental for Jandel Ditch						\$200.00
Invoice 03-511909 11/29/2017									
Transaction Date	12/8/2017	Due 0	Cash	10100		Total			\$200.00
Refer	2218	<u>LOUKUSA, MIRIAM & DON</u>		<u>Ck# 033097</u>	<u>12/19/2017</u>				
Cash Payment	G 100-22000	Deposits	Hall Damage Deposit Release - 12/01/17 Event						\$200.00
Invoice 12/4/2017									
Transaction Date	12/5/2017	Due 0	Cash	10100		Total			\$200.00
Refer	2234	<u>MENARDS-BUFFALO</u>		<u>Ck# 033098</u>	<u>12/19/2017</u>				
Cash Payment	E 201-41330-310	Other Professional Servi	Contractor Bags						\$9.99
Invoice 56775 11/28/2017									
Cash Payment	E 100-45200-225	Landscaping Materials	Wood Mulch						\$24.90
Invoice 56775 11/28/2017									
Transaction Date	12/8/2017	Due 0	Cash	10100		Total			\$34.89
Refer	2233	<u>MIDWEST LANDSCAPES</u>		<u>Ck# 033099</u>	<u>12/19/2017</u>				
Cash Payment	E 411-41940-310	Other Professional Servi	PW Building - Draw #3: Irrigation and Landscaping						\$18,165.90
Invoice Project 208218									
Transaction Date	12/14/2017	Due 0	Cash	10100		Total			\$18,165.90
Refer	2215	<u>MILBANK WINWATER WORKS</u>		<u>Ck# 033100</u>	<u>12/19/2017</u>				
Cash Payment	E 411-41940-310	Other Professional Servi	PW Building: 2 PD Meter USG / TRL6						\$855.00
Invoice 149438-00 11/10/2017 Project 208218									
Cash Payment	E 411-41940-310	Other Professional Servi	PW Building: 2 Itron 100W+ Endpoint						\$176.48
Invoice 149438-00 11/10/2017 Project 208218									
Cash Payment	E 411-41940-310	Other Professional Servi	PW Building: 2 Meter Flng Kit NL						\$217.16
Invoice 149438-00 11/10/2017 Project 208218									
Cash Payment	E 411-41940-310	Other Professional Servi	PW Building: 2 Itron ERT Mounting Brackets						\$8.00
Invoice 149438-00 11/10/2017 Project 208218									
Cash Payment	E 411-41940-310	Other Professional Servi	PW Building: Freight						\$23.01
Invoice 149438-00 11/10/2017 Project 208218									
Transaction Date	12/5/2017	Due 0	Cash	10100		Total			\$1,279.65
Refer	2234	<u>NEO ELECTRICAL SOLUTIONS, LL</u>		<u>Ck# 033101</u>	<u>12/19/2017</u>				
Cash Payment	E 411-41940-310	Other Professional Servi	PW Building - Draw #3: Electrical						\$47,500.00
Invoice 3961 11/20/2017 Project 208218									
Transaction Date	12/14/2017	Due 0	Cash	10100		Total			\$47,500.00
Refer	2223	<u>OREILLY AUTO PARTS</u>		<u>Ck# 033102</u>	<u>12/19/2017</u>				
Cash Payment	E 100-42260-220	Repair/Maint Supply (GE	Utility 11: Air Filter						\$8.68
Invoice 1749-160253 11/14/2017									
Cash Payment	E 100-42220-221	Equipment Parts	Utility 11: Battery						\$159.62
Invoice 1749-161636 11/28/2017									
Cash Payment	E 100-42220-221	Equipment Parts	Utility 11: Core Charge Credit						-\$18.00
Invoice 1749-161826 12/1/2017									
Transaction Date	12/5/2017	Due 0	Cash	10100		Total			\$150.30

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Refer	2216	<u>PRECISION PRINTS</u>		<u>Ck# 033103</u>	<u>12/19/2017</u>		
Cash Payment	E 100-42210-200	Office Supplies (GENER	250	Medical & Rescue Incident Reports			\$62.00
Invoice	2203-17	11/29/2017					
Transaction Date	12/14/2017	Due 0	Cash	10100		Total	\$62.00
Refer	2229	<u>R. L. LARSON EXCAVATING, INC</u>		<u>Ck# 033104</u>	<u>12/19/2017</u>		
Cash Payment	E 611-49400-310	Other Professional Servi	5th	Street Watermain Extension - Final Payment			\$21,170.98
Invoice							
Transaction Date	12/14/2017	Due 0	Cash	10100		Total	\$21,170.98
Refer	2235	<u>RTS MECHANICAL</u>		<u>Ck# 033105</u>	<u>12/19/2017</u>		
Cash Payment	E 411-41940-310	Other Professional Servi	PW	Building - Draw #3: Progress Billing for Work Through November			\$43,286.75
Invoice	830	12/7/2017				Project 208218	
Transaction Date	12/14/2017	Due 0	Cash	10100		Total	\$43,286.75
Refer	2233	<u>RUPP ANDERSON SQUIRES & WA</u>		<u>Ck# 033106</u>	<u>12/19/2017</u>		
Cash Payment	E 100-41610-304	Legal Fees		City Council & Board / Commission Meetings			\$330.90
Invoice	6551	12/5/2017					
Cash Payment	E 100-41610-304	Legal Fees		Miscellaneous			\$615.90
Invoice	6551	12/5/2017					
Transaction Date	12/8/2017	Due 0	Cash	10100		Total	\$946.80
Refer	2223	<u>SCHULTES GREENHOUSE</u>		<u>Ck# 033107</u>	<u>12/19/2017</u>		
Cash Payment	E 100-45200-225	Landscaping Materials		Spruce Tops for Decorative Pots			\$139.97
Invoice	003891	12/13/2017					
Transaction Date	12/14/2017	Due 0	Cash	10100		Total	\$139.97
Refer	2236	<u>STEINBRECHER PAINTING COMP</u>		<u>Ck# 033108</u>	<u>12/19/2017</u>		
Cash Payment	E 411-41940-310	Other Professional Servi	PW	Building - Draw #3: Painting			\$4,370.00
Invoice		11/30/2017				Project 208218	
Transaction Date	12/14/2017	Due 0	Cash	10100		Total	\$4,370.00
Refer	2237	<u>TWIN CITY GARAGE DOOR CO</u>		<u>Ck# 033109</u>	<u>12/19/2017</u>		
Cash Payment	E 411-41940-310	Other Professional Servi	PW	Building - Draw #3: Garage Doors and Transmitters			\$25,650.00
Invoice	486791	11/20/2017				Project 208218	
Transaction Date	12/14/2017	Due 0	Cash	10100		Total	\$25,650.00
Refer	2238	<u>TWIN CITY HARDWARE</u>		<u>Ck# 033110</u>	<u>12/19/2017</u>		
Cash Payment	E 411-41940-310	Other Professional Servi	PW	Building - Draw #3: Steel Doors, Materials, Etc.			\$10,719.47
Invoice	908059	11/6/2017				Project 208218	
Transaction Date	12/14/2017	Due 0	Cash	10100		Total	\$10,719.47
Refer	2218	<u>ULTIMATE SAFETY CONCEPTS, IN</u>		<u>Ck# 033111</u>	<u>12/19/2017</u>		
Cash Payment	E 100-42220-580	Other Equipment		Bayco Light Kit			\$125.00
Invoice	174476	11/30/2017					
Transaction Date	12/14/2017	Due 0	Cash	10100		Total	\$125.00
Refer	2212	<u>VERIZON</u>		<u>Ck# 033112</u>	<u>12/19/2017</u>		
Cash Payment	E 100-42280-321	Telephone		iPad Data Plan - 11/03/17 - 12/02/17			\$50.84
Invoice	9797364147	12/2/2017					
Transaction Date	12/14/2017	Due 0	Cash	10100		Total	\$50.84
Refer	2239	<u>VIKING AUTOMATIC SPRINKLER</u>		<u>Ck# 033113</u>	<u>12/19/2017</u>		

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Payments

Current Period: December 2017

Cash Payment	E 411-41940-310 Other Professional Servi	PW Building - Draw #3: Sprinklers to Date				\$15,697.80
Invoice	1025-P012747	11/30/2017			Project 208218	
Transaction Date	12/14/2017	Due 0	Cash	10100	Total	\$15,697.80
Refer	2240 VOSS UTILITY PLUMBING				<u>Ck# 033114 12/19/2017</u>	
Cash Payment	E 411-41940-310 Other Professional Servi	PW Building - Draw #3: Plumbing				\$2,004.50
Invoice		11/30/2017			Project 208218	
Transaction Date	12/14/2017	Due 0	Cash	10100	Total	\$2,004.50
Refer	2227 WRIGHT COUNTY AUDITOR-TREA				<u>Ck# 033115 12/19/2017</u>	
Cash Payment	E 100-41410-400 Repairs & Maint Cont (G	January - December 2018 M100 or AutoMark Contract				\$450.14
Invoice	Elect 17-2	11/20/2017				
Cash Payment	E 100-41550-310 Other Professional Servi	Truth in Taxation Notices - 2018				\$157.46
Invoice	2018 TNT	12/6/2017				
Transaction Date	12/14/2017	Due 0	Cash	10100	Total	\$607.60
Refer	2212 WRIGHT COUNTY JOURNAL PRES				<u>Ck# 033116 12/19/2017</u>	
Cash Payment	E 100-41970-351 Legal Notices Publishing	PHN - Amendments to the Zoning Ordinance Related to Mining & Extraction				\$23.96
Invoice	6114467	11/16/2017				
Transaction Date	12/5/2017	Due 0	Cash	10100	Total	\$23.96
Refer	2222 WYCHGRAM, ANTHONY				<u>Ck# 033117 12/19/2017</u>	
Cash Payment	E 100-42240-331 Travel Expenses	1 Day Per Diem - Pick Up New Truck				\$45.00
Invoice		12/12/2017				
Transaction Date	12/14/2017	Due 0	Cash	10100	Total	\$45.00
Refer	2239 XCEL ENERGY				<u>Ck# 033118 12/19/2017</u>	
Cash Payment	E 100-43160-381 Electric Utilities	Xcel Owned Street Lighting 11/03/17 - 12/02/17				\$872.07
Invoice	571724240	12/4/2017				
Cash Payment	E 100-43160-381 Electric Utilities	City Owned Street Lighting 11/03/17 - 12/02/17				\$991.61
Invoice	571724240	12/4/2017				
Transaction Date	12/11/2017	Due 0	Cash	10100	Total	\$1,863.68
Refer	2225 XCEL ENERGY				<u>Ck# 033119 12/19/2017</u>	
Cash Payment	E 201-41330-437 Other Miscellaneous	EDA House - Electrick Service 11/02/17 - 12/05/17				\$17.54
Invoice						
Transaction Date	12/14/2017	Due 0	Cash	10100	Total	\$17.54

Payments

Current Period: December 2017

Fund Summary

	10100 Cash
823 CROW RVR HTS WEST 3RD / BACKES	\$353.50
611 WATER CAPITAL IMP FUND	\$21,170.98
602 SEWER ENTERPRISE FUND	\$39,658.27
601 WATER ENTERPRISE FUND	\$4,002.00
411 FACILITIES CAPITAL PROJ FUND	\$267,890.69
201 EDA SPECIAL REVENUE FUND	\$480.93
100 GENERAL FUND	\$28,285.90
	<hr/>
	\$361,842.27

Pre-Written Check	\$361,842.27
Checks to be Generated by the Computer	\$0.00
Total	<hr/>
	\$361,842.27

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Cks 12/19/2017 - 12/19/2017

Name	Check Date	Check Amt	
10100 Cash			
Paid Chk# 002201E CITY OF ST. MICHAEL	12/19/2017	\$9,424.00	SAC Fees - 9843 Jasmine Court
Paid Chk# 002202E AMERICAN ENGINEERING TESTI	12/19/2017	\$1,328.50	Public Works Building: Special
Paid Chk# 002204E Heins, Denice	12/19/2017	\$120.00	Storage - January 2018
Paid Chk# 002205E CITY OF ST. MICHAEL	12/19/2017	\$34,494.51	Sewer Administrative Costs - 2
Paid Chk# 002206E GRAINGER	12/19/2017	\$330.20	White Coveralls, Boot Covers,
Paid Chk# 002207E Collaborative Planning LLC	12/19/2017	\$4,545.74	General Planning
Paid Chk# 002212E A-1 OUTDOOR POWER, INC.	12/19/2017	\$13.49	Fuel Hose Kit
Paid Chk# 002213E BIFFS INC.	12/19/2017	\$40.72	Pheasant Run Park Mini Biff Se
Paid Chk# 002214E KINGHORN COMPANY	12/19/2017	\$26,696.80	PW Building - Draw #3: General
Paid Chk# 033071 ASPEN MILLS	12/19/2017	\$53.10	6 - Collar Brass FD Letters 1/
Paid Chk# 033072 BOY SCOUT TROOP #563	12/19/2017	\$200.00	Hall Damage Deposit Release -
Paid Chk# 033073 BUTTWEILER, RICKIE	12/19/2017	\$200.00	Hall Damage Deposit Release -
Paid Chk# 033074 CARSON, CLELLAND & SCHRED	12/19/2017	\$170.78	Legal Support / Work - Novembe
Paid Chk# 033075 CENTERPOINT ENERGY	12/19/2017	\$932.49	City Hall Gas Utilities: 10/26
Paid Chk# 033076 CENTRAL ROOFING COMPANY	12/19/2017	\$500.00	11/9: Examined Leak Area Insid
Paid Chk# 033077 CENTURY LINK	12/19/2017	\$33.99	Fire Station Landline 10/28/17
Paid Chk# 033078 CLASSIC CLEANING COMPANY	12/19/2017	\$740.00	City Hall Monthly Cleaning - N
Paid Chk# 033079 COMCAST	12/19/2017	\$351.06	Digital Voice & Internet - Dec
Paid Chk# 033080 COTTENS, INC	12/19/2017	\$17.57	Threadlocker, Rubber Metal Cla
Paid Chk# 033081 CUKA, STEPHANIE	12/19/2017	\$200.00	Hall Damage Deposit Release -
Paid Chk# 033082 EMERGENCY APPARATUS	12/19/2017	\$746.33	E11: Deck Gun Valve Leaking -
Paid Chk# 033083 FEHN COMPANIES	12/19/2017	\$15,758.82	Progress Billing #3 - PW Build
Paid Chk# 033084 FINKEN WATER SOLUTIONS	12/19/2017	\$47.65	Cook & Cold Rental Cooler 12/0
Paid Chk# 033085 FIRE SAFETY USA, INC.	12/19/2017	\$7,055.00	Shipping
Paid Chk# 033086 GREYSTONE CONSTRUCTION	12/19/2017	\$55,432.50	PW Building - Draw #3: Furnish
Paid Chk# 033087 Guidance Point Technologies	12/19/2017	\$1,734.98	Microsoft Office for New Dell
Paid Chk# 033088 HAMMERSENG, DOUG	12/19/2017	\$500.00	HP Laptop
Paid Chk# 033089 HARDWARE HANK	12/19/2017	\$26.91	Pipe Insulation
Paid Chk# 033090 HENNEPIN COUNTY ELECTIONS	12/19/2017	\$1,266.00	PVC Total 2017
Paid Chk# 033091 I-94 WEST CHAMBER	12/19/2017	\$325.00	Membership Dues - 2018
Paid Chk# 033092 JOINT POWERS WATER BOARD	12/19/2017	\$37.23	11234 River Road NE: 11/01 - 1
Paid Chk# 033093 JOINT POWERS WATER BOARD	12/19/2017	\$4,002.00	WAC Fees - 9843 Jasmine Court
Paid Chk# 033094 KOTTKE, BRIAN	12/19/2017	\$159.27	Fuel Reimbursement - To Pick U
Paid Chk# 033095 KOTTKE, DAVE	12/19/2017	\$45.00	1 Day Per Diem - Pick Up New T
Paid Chk# 033096 LANO EQUIPMENT - LORETTO	12/19/2017	\$200.00	Bobcat Stump Grinder Rental fo
Paid Chk# 033097 LOUKUSA, MIRIAM & DON	12/19/2017	\$200.00	Hall Damage Deposit Release -
Paid Chk# 033098 MENARDS-BUFFALO	12/19/2017	\$34.89	Contractor Bags
Paid Chk# 033099 MIDWEST LANDSCAPES	12/19/2017	\$18,165.90	PW Building - Draw #3: Irrigat
Paid Chk# 033100 MILBANK WINWATER WORKS	12/19/2017	\$1,279.65	PW Building: 2 Itron ERT Mount
Paid Chk# 033101 NEO ELECTRICAL SOLUTIONS,	12/19/2017	\$47,500.00	PW Building - Draw #3: Electr
Paid Chk# 033102 OREILLY AUTO PARTS	12/19/2017	\$150.30	Utility 11: Air Filter
Paid Chk# 033103 PRECISION PRINTS	12/19/2017	\$62.00	250 Medical & Rescue Incident
Paid Chk# 033104 R. L. LARSON EXCAVATING, INC	12/19/2017	\$21,170.98	5th Street Watermain Extension
Paid Chk# 033105 RTS MECHANICAL	12/19/2017	\$43,286.75	PW Building - Draw #3: Progres
Paid Chk# 033106 Rupp Anderson Squires & Waldsp	12/19/2017	\$946.80	City Council & Board / Commiss
Paid Chk# 033107 SCHULTES GREENHOUSE	12/19/2017	\$139.97	Spruce Tops for Decorative Pot

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Cks 12/19/2017 - 12/19/2017

Name	Check Date	Check Amt	
Paid Chk# 033108 STEINBRECHER PAINTING COM	12/19/2017	\$4,370.00	PW Building - Draw #3: Paintin
Paid Chk# 033109 TWIN CITY GARAGE DOOR CO	12/19/2017	\$25,650.00	PW Building - Draw #3: Garage
Paid Chk# 033110 TWIN CITY HARDWARE	12/19/2017	\$10,719.47	PW Building - Draw #3: Steel D
Paid Chk# 033111 ULTIMATE SAFETY CONCEPTS,	12/19/2017	\$125.00	Bayco Light Kit
Paid Chk# 033112 Verizon Wireless	12/19/2017	\$50.84	iPad Data Plan - 11/03/17 - 12
Paid Chk# 033113 VIKING AUTOMATIC SPRINKLER	12/19/2017	\$15,697.80	PW Building - Draw #3: Sprink
Paid Chk# 033114 VOSS UTILITY PLUMBING	12/19/2017	\$2,004.50	PW Building - Draw #3: Plumbi
Paid Chk# 033115 WRIGHT COUNTY AUDITOR-TRE	12/19/2017	\$607.60	Truth in Taxation Notices - 20
Paid Chk# 033116 WRIGHT COUNTY JOURNAL PR	12/19/2017	\$23.96	PHN - Amendments to the Zoning
Paid Chk# 033117 WYCHGRAM, ANTHONY	12/19/2017	\$45.00	1 Day Per Diem - Pick Up New T
Paid Chk# 033118 XCEL ENERGY	12/19/2017	\$1,863.68	Xcel Owned Street Lighting 11/
Paid Chk# 033119 XCEL ENERGY	12/19/2017	\$17.54	EDA House - Electrick Service
Total Checks		\$361,842.27	

FILTER: None

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Cks 12/7/2017 - 12/7/2017

Name	Check Date	Check Amt	
10100 Cash			
Paid Chk# 033070 DAMA METAL PRODUCTS INC.	12/7/2017	\$159.00	Fire Dept. Entry Key Lock Box
	Total Checks	\$159.00	

FILTER: None



**Carson, Clelland
& Schreder**

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

December 01, 2017

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

Professional Services

Amount

Criminal

11/1/2017	Attend arraignments and pretrial hearings	48.75
	Attend workgroup meeting at Brookdale Court	16.25
11/7/2017	Email defense attorney regarding plea by mail and review court files	48.75
11/27/2017	Open criminal files, preparation of criminal complaints; preparation of cases for court calendars, including court and jury trials; contact and notice to witnesses for trial testimony, prepare outgoing discovery requests, complete incoming discovery requests for monthly period	9.38
	Open criminal files, preparation of criminal complaints; preparation of cases for court calendars, including court and jury trials; contact and notice to witnesses for trial testimony, prepare outgoing discovery requests, complete incoming discovery requests for monthly period	18.75
SUBTOTAL:		[141.88]
For professional services rendered		\$141.88

Client Expense Charges :

Criminal Expenses:

Monthly support fee for October	14.45
Monthly support fee for November	14.45
SUBTOTAL:	[28.90]
Total Client Expense Charges	\$28.90
Total amount of this bill	\$170.78
Previous balance	\$153.84

DEC 4 2017

	<u>Amount</u>
11/20/2017 Payment - thank you	(\$153.84)
Total payments and adjustments	(\$153.84)
Balance due	\$170.78

Handwritten initials "JH" and a blue circle around the balance due amount of \$170.78.

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

E # 100-41610-304
City Attorney
↳ Legal Fees

Collaborative Planning, LLC

PO Box 251
Medina, MN 55340
763-473-0569

INVOICE

BILL TO

City of Hanover
PO Box 278
Hanover, MN 55341

INVOICE # 2017-169

DATE 12/10/2017

PROJECT

General Planning

DATE	ACCOUNT SUMMARY	AMOUNT
11/05/2017	Balance Forward	\$2,954.25
	Payments and credits between 11/05/2017 and 12/10/2017	-2,954.26
	New charges (details below)	4,167.00
	Total Amount Due	\$4,166.99

DATE	ACTIVITY	QTY	RATE	AMOUNT
	City of Hanover:Hanover General Planning:2040 Hanover Comprehensive Plan			
	Billable Time			
11/01/2017	CMN Edit Future Land Use Map.	2:00	101.00	202.00
11/02/2017	CMN Draft memo for EDA. Phone conference with Brian.	0:45	101.00	75.75
11/09/2017	CMN Attend EDA meeting.	3:00	101.00	303.00
11/13/2017	CMN Editing plan.	0:30	101.00	50.50
11/14/2017	BCP Editing demographic section.	1:00	95.00	95.00
11/15/2017	BCP Drafting economic development section.	1:30	95.00	142.50
11/16/2017	BCP Drafting economic development section.	0:30	95.00	47.50
11/17/2017	BCP Drafting economic development section.	1:00	95.00	95.00
11/20/2017	CMN Editing Future Land Use Map, preparing land use categories. Draft memo for meeting. Edit demographics section.	4:00	101.00	404.00

DATE	ACTIVITY		QTY	RATE	AMOUNT
11/27/2017	CMN	Prepare for and attend joint meeting.	2:00	101.00	202.00
	Subtotal: Billable Time				1,617.25
	SUBTOTAL - City of Hanover:Hanover General Planning:2040 Hanover Comprehensive Plan				1,617.25
	City of Hanover:Hanover General Planning:Hanover General Planning Billable Time				
11/01/2017	CMN	Phone conference with Amy re: Miller.	0:15	101.00	25.25
11/02/2017	CMN	Phone conference with realtor, email to Brian.	0:15	101.00	25.25
11/07/2017	CMN	Emails re: commercial development.	0:15	101.00	25.25
11/08/2017	CMN	Review 2 building permits. Emails re: orchard.	0:30	101.00	50.50
11/09/2017	BCP	Development of a New Mineral Extraction Ordinance	4:00	95.00	380.00
11/09/2017	CMN	Conference with Brian. Various re: building permits, phone conference with Amy, phone conference with Brian. Various re: Hamblin orchard, 8th Street Industrial.	2:00	101.00	202.00
11/10/2017	BCP	Development of a New Mineral Extraction Ordinance	2:30	95.00	237.50
11/11/2017	BCP	Development of a New Mineral Extraction Ordinance	2:00	95.00	190.00
11/14/2017	CMN	Editing mining ordinance. Draft public hearing notice, email to newspaper. Phone conference with Amy. Phone conference with Brian. Emails re: Miller.	2:00	101.00	202.00

DATE	ACTIVITY		QTY	RATE	AMOUNT
11/15/2017	CMN	Review road jurisdictional transfer info from Hennepin County. Various emails re: road and commercial buildings. Phone conference with St. Michael re: driveway, phone call with Brian.	1:15	101.00	126.25
11/16/2017	CMN	Phone conference with Brian. Preparing response on Miller. Email to Brian re: ordinances.	1:15	101.00	126.25
11/17/2017	CMN	Review Council packet. Preparing mining ordinance, phone conference with Jay.	1:00	101.00	101.00
11/20/2017	CMN	Review draft agenda, emails with Amy. Emails re: as-builts. Email re: 360 review. Editing mining ordinance, draft memo, email to Brian.	3:00	101.00	303.00
11/21/2017	CMN	Emails re: Hamblin orchard, 360 review. Emails re: Miller Trucking. Emails re: county turnbacks. Emails re: ordinance posting. Review sewer capacity analysis. Edit mining ordinance, prepare in ordinance format, email to Brian.	1:45	101.00	176.75
11/27/2017	No Charge	360 review.	0:15	0.00	0.00
11/27/2017	CMN	Prepare for and attend PC meeting.	2:30	101.00	252.50
11/28/2017	CMN	Various emails, phone conference with Brian re: mining ordinance.	0:15	101.00	25.25
11/29/2017	CMN	Phone conference with Brian re: various projects. Emails re: Ronning.	0:45	101.00	75.75
11/30/2017	CMN	Emails re: Duinick pit.	0:15	101.00	25.25
	Subtotal:				2,549.75
	SUBTOTAL - City of Hanover:Hanover General Planning:Hanover General Planning				2,549.75

E# 100-41910-310
 Planning + Zoning
 ↳ Other Prof. Svcs.

TOTAL OF NEW CHARGES 4,167.00
 BALANCE DUE

\$4,166.99

JP

Collaborative Planning, LLC

PO Box 251
Medina, MN 55340
763-473-0569

INVOICE

BILL TO

Crow River Heights
City of Hanover
PO Box 278
Hanover, MN 55341

INVOICE # 2017-171

DATE 12/10/2017

PROJECT

Crow River Heights

DATE	ACCOUNT SUMMARY	AMOUNT
11/05/2017	Balance Forward	\$378.75
	Payments and credits between 11/05/2017 and 12/10/2017	-378.75
	New charges (details below)	353.50
	Total Amount Due	\$353.50

DATE	ACTIVITY	QTY	RATE	AMOUNT
11/01/2017	CMN Phone conference with Todd re: grading, phone conference with Justin, phone conference with Amy, email to all.	0:30	101.00	50.50
11/02/2017	CMN Emails with Amy.	0:15	101.00	25.25
11/06/2017	CMN Various emails re: building permits, revised grading. Phone conference with Amy.	0:30	101.00	50.50
11/07/2017	CMN Various emails re: grading, phone conference with Amy. Phone conference with Brian.	0:30	101.00	50.50
11/13/2017	CMN Emails re: as-builts, pay request.	0:15	101.00	25.25
11/14/2017	CMN Email to title company re: recorded documents.	0:15	101.00	25.25
11/18/2017	CMN Email to Roy re: missing documents.	0:15	101.00	25.25
11/20/2017	CMN Various emails re: escrow agreement/plat.	0:15	101.00	25.25
11/21/2017	CMN Review emails re: draw requests.	0:15	101.00	25.25
11/28/2017	CMN Review as-built, various emails.	0:15	101.00	25.25

DATE	ACTIVITY		QTY	RATE	AMOUNT
11/29/2017	CMN	Review as-built, various emails.	0:15	101.00	25.25

TOTAL OF NEW
CHARGES
BALANCE DUE

353.50

GH

\$353.50

G # 823-20200

CRHW3A

↳ A/P

- Development Escrow -

Collaborative Planning, LLC

PO Box 251
Medina, MN 55340
763-473-0569

INVOICE

BILL TO

City of Hanover
PO Box 278
Hanover, MN 55341

INVOICE # 2017-172

DATE 12/10/2017

PROJECT

8th Street Industrial - *General Planning*

DATE	ACCOUNT SUMMARY	AMOUNT
11/05/2017	Balance Forward	\$25.25
	Payments and credits between 11/05/2017 and 12/10/2017	-25.25
	New charges (details below)	25.25
	Total Amount Due	\$25.25

DATE	ACTIVITY	QTY	RATE	AMOUNT
11/01/2017	CMN Phone conference with Justin, review memo.	0:15	101.00	25.25

TOTAL OF NEW CHARGES 25.25
BALANCE DUE

JH **\$25.25**

*E # 100-41910-310
Planning + Zoning
↳ Other Prof. Svcs.*



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: 10/31/2017
Statement Date: 12/5/2017
Statement No. 6551

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

4011(1)-0001: Miscellaneous	646.80
4011(1)-0004: City Council and Board/Commission Meetings	300.00

Total Fees and Expenses: \$946.80

Previous Balance:

Total Now Due: \$946.80 *gh*

DEC 7 2017



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 Minneapolis, MN 55402
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 Statement Date: 12/5/2017
 Statement No. 6551

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

4011(1)-0001: Miscellaneous

		Hours	Rate	Amount
10/03/2017	JTS Review packet and CUP materials and prepare for meeting.	1.00	175.00	175.00
10/04/2017	JTS Telephone conference with Cindy regarding CUP application.	0.40	175.00	70.00
10/06/2017	JTS Telephone conference with Brian regarding site plan approval issues.	0.30	175.00	52.50
10/06/2017	JTS Cindy e-mail regarding withdrawal of welding CUP.	0.10	175.00	17.50
10/16/2017	JTS Brian questions regarding parking lot; reply.	0.20	175.00	35.00
10/16/2017	JTS Brian e-mail regarding donation of screen; review statutes; reply; review reply; reply.	0.50	175.00	87.50
10/17/2017	JTS Brian Hagen e-mail regarding data request.	0.10	175.00	17.50
10/19/2017	JTS Brian e-mail regarding data request.	0.10	175.00	17.50
10/26/2017	JTS Brian e-mail regarding gambling questions; review Agency rules and statutes; review and analyze code; reply to Brian.	0.80	175.00	140.00
			Sub-total Fees:	\$612.50

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

		Hours	Rate	Amount
10/03/2017	JTS Council meeting.	4.80	175.00	300.00
			Sub-total Fees:	\$300.00

Rate Summary

Jay T. Squires	8.30 hours at \$175.00/hr	912.50
Total hours:	8.30	912.50

Expenses

	Units	Price	Amount
10/03/2017 Mileage.	40.00	0.54	21.40

10/03/2017 Meal.

1.00 9.50 9.50

10/31/2017 Photocopies.

17.00 0.20 3.40

Sub-total Expenses: \$34.30

Total Fees and Expenses: \$946.80

Previous Balance: -

Total Now Due: \$946.80

I declare under the penalties of law that this account is just and correct and that no part of it has been paid.

Ann Thorne

Accounts Manager

[Redacted] = 330.90

E# 100-41610-304

City Attorney → Legal Fees

[Redacted] = 615.90

E# 100-41610-304

City Attorney → Legal Fees

CITY OF HANOVER

Cash Balances

December 2017

Fund	Begin Month	GL Debits Month	GL Credits Month	Balance
100 GENERAL FUND	\$453,730.16	\$465,047.92	\$93,579.51	\$825,198.57
107 FIRE DEPT DONATIONS FUND	\$17,411.92	\$1,082.00	\$0.00	\$18,493.92
201 EDA SPECIAL REVENUE FUND	\$48,940.09	\$23,241.85	\$480.93	\$71,701.01
205 EDA BUSINESS INCENTIVE FUND	\$245,814.20	\$633.53	\$0.00	\$246,447.73
311 2008A GO CIP REFUNDING BOND	\$56,930.08	\$21,344.00	\$0.00	\$78,274.08
312 2009A GO IMP REFUNDING BOND	\$2,762.81	\$2,479.69	\$0.00	\$5,242.50
313 2010 GO EQUIPMENT CERTIFICATES	\$0.00	\$0.00	\$0.00	\$0.00
314 2011A GO IMP CROSSOVER REF BD	\$355,467.98	\$81,393.85	\$0.00	\$436,861.83
315 2016A GO CIP BOND	\$30,833.69	\$55,018.00	\$0.00	\$85,851.69
401 GENERAL CAPITAL PROJECTS	\$1,340,807.19	\$6,069.78	\$0.00	\$1,346,876.97
402 PARKS CAPITAL PROJECTS	\$51,849.39	\$12,500.00	\$90.50	\$64,258.89
403 FIRE DEPT CAPITAL FUND	\$191,971.23	\$15,000.00	\$42,890.50	\$164,080.73
404 HISTORICAL CAPITAL PROJ FUND	\$0.00	\$0.00	\$0.00	\$0.00
405 PARK DEDICATION FEE	\$1,370.00	\$0.00	\$0.00	\$1,370.00
407 TIF REDEV DIST #1	\$9,693.47	\$3,280.11	\$0.00	\$12,973.58
409 MAHLER PIT - 15TH ST IMP FUND	\$658.47	\$0.00	\$0.00	\$658.47
411 FACILITIES CAPITAL PROJ FUND	\$144,972.04	\$0.00	\$268,049.69	-\$123,077.65
417 EQUIPMENT CAPITAL FUND	\$133,567.85	\$26,174.00	\$0.00	\$159,741.85
418 STREET CAPITAL PROJ FUND	\$516,969.07	\$80,000.00	\$0.00	\$596,969.07
601 WATER ENTERPRISE FUND	\$849,708.79	\$1,485.45	\$4,002.00	\$847,192.24
602 SEWER ENTERPRISE FUND	\$307,659.51	\$1,118.91	\$39,658.27	\$269,120.15
603 STORM WATER ENTERPRISE FUND	\$205,629.86	\$1,704.35	\$0.00	\$207,334.21
611 WATER CAPITAL IMP FUND	\$156,764.07	\$0.00	\$21,170.98	\$135,593.09
612 SEWER CAPITAL IMP FUND	\$1,834,726.57	\$19,418.36	\$0.00	\$1,854,144.93
613 STORM WATER CAPITAL IMP FUND	\$543,235.36	\$0.00	\$568.50	\$542,666.86
804 SCHENDELS FIELD ESC FUND	\$0.00	\$0.00	\$0.00	\$0.00
809 BRIDGES AT HANOVER ESC FUND	\$0.00	\$0.00	\$0.00	\$0.00
811 EROSION CONTROL ESCROW FUND	\$23,000.00	\$0.00	\$0.00	\$23,000.00
815 LANDSCAPE ESCROW FUND	\$22,000.00	\$0.00	\$0.00	\$22,000.00
817 INFRASTRUCTURE ESCROW FUND	\$14,000.00	\$0.00	\$0.00	\$14,000.00
818 MISC ESCROWS FUND	\$7,609.47	\$500.00	\$0.00	\$8,109.47
820 BRIDGES TOWNHOMES ESC FUND	\$3,608.60	\$0.00	\$0.00	\$3,608.60
821 QUAIL PASS 2ND ADD ESCROW FD	\$0.00	\$0.00	\$0.00	\$0.00
823 CROW RVR HTS WEST 3RD / BACKES	\$181,329.04	\$0.00	\$18,194.25	\$163,134.79
900 INTEREST	\$18,621.87	\$0.00	\$0.00	\$18,621.87
	\$7,771,642.78	\$817,491.80	\$488,685.13	\$8,100,449.45

Revenue Budget by Source - General Fund

Source Alt Code	Account Descr	December 2017 Amt	2017 YTD Amt	2017 YTD Budget	2017 YTD Balance	%YTD Budget
Fund 100 GENERAL FUND						
TAXES	R 100-31000 Property Taxes - General	\$377,213.17	\$835,905.25	\$830,523.52	-\$5,381.73	100.65%
TAXES	R 100-31020 Property Taxes - Fire	\$55,600.00	\$111,200.00	\$111,200.00	\$0.00	100.00%
TAXES	R 100-31800 Franchise Fees	\$0.00	\$11,766.34	\$12,000.00	\$233.66	98.05%
Source Alt Code TAXES		\$432,813.17	\$958,871.59	\$953,723.52	-\$5,148.07	100.54%
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	\$125.00	\$10,355.00	\$9,175.00	-\$1,180.00	112.86%
SERVICE	R 100-34107 Assessment Search Fees	\$50.00	\$650.00	\$400.00	-\$250.00	162.50%
SERVICE	R 100-34108 Administrative Fees	\$300.00	\$3,300.00	\$1,500.00	-\$1,800.00	220.00%
SERVICE	R 100-34109 Copies/Faxes	\$0.00	\$26.00	\$50.00	\$24.00	52.00%
SERVICE	R 100-34206 Other Public Safety Charges	\$0.00	\$250.00	\$0.00	-\$250.00	0.00%
SERVICE	R 100-34207 Fire Protection Services	\$30,521.71	\$114,824.87	\$114,324.87	-\$500.00	100.44%
SERVICE	R 100-34403 Recycling Rev/Reimb	\$55.00	\$5,736.90	\$6,000.00	\$263.10	95.62%
SERVICE	R 100-34780 Park Rental Fees	\$0.00	\$2,220.26	\$3,000.00	\$779.74	74.01%
SERVICE	R 100-34940 Cemetery Revenues	\$0.00	\$6,050.00	\$2,000.00	-\$4,050.00	302.50%
Source Alt Code SERVICE		\$31,051.71	\$143,413.03	\$136,449.87	-\$6,963.16	105.10%
MISC	R 100-36100 Special Assessments	\$428.08	\$856.16	\$740.00	-\$116.16	115.70%
MISC	R 100-36200 Miscellaneous Revenues	\$0.00	\$1,115.52	\$900.00	-\$215.52	123.95%
MISC	R 100-36210 Interest Earnings	\$0.00	\$4,213.25	\$3,000.00	-\$1,213.25	140.44%
MISC	R 100-36215 Investment Income/Loss	\$0.00	-\$935.67	\$6,000.00	\$6,935.67	-15.59%
MISC	R 100-36230 Contributions and Donations	\$0.00	\$2,425.00	\$3,600.00	\$1,175.00	67.36%
MISC	R 100-36235 Insurance Dividends	\$0.00	\$0.00	\$8,000.00	\$8,000.00	0.00%
MISC	R 100-36250 Damage Deposits	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MISC	R 100-36260 Refunds or Reimbursements	\$7.99	\$177.38	\$0.00	-\$177.38	0.00%
MISC	R 100-36290 Sale of Vehicles/Equipment	\$0.00	\$773.40	\$0.00	-\$773.40	0.00%
MISC	R 100-39101 Sales of General Fixed Asset	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MISC	R 100-39203 Transfer from Other Fund	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Source Alt Code MISC		\$436.07	\$8,625.04	\$22,240.00	\$13,614.96	38.78%
LIC PERM	R 100-32110 Alcoholic Beverages	\$0.00	\$10,420.00	\$10,370.00	-\$50.00	100.48%
LIC PERM	R 100-32180 Other Bus. Licenses/Permits	\$100.00	\$2,870.00	\$100.00	-\$2,770.00	2870.00%
LIC PERM	R 100-32210 Building Permits	\$192.00	\$76,480.38	\$50,000.00	-\$26,480.38	152.96%
LIC PERM	R 100-32240 Animal Licenses	\$0.00	\$100.00	\$100.00	\$0.00	100.00%
LIC PERM	R 100-32260 Solid Waste Hauler Licenses	\$0.00	\$1,500.00	\$1,500.00	\$0.00	100.00%
LIC PERM	R 100-32270 Rental Dwelling Licenses	\$0.00	\$90.00	\$0.00	-\$90.00	0.00%
LIC PERM	R 100-32280 Other Non-Business Lic/Per	\$0.00	\$63.00	\$50.00	-\$13.00	126.00%
Source Alt Code LIC PERM		\$292.00	\$91,523.38	\$62,120.00	-\$29,403.38	147.33%
INTGOVT	R 100-33400 State Grants and Aids	\$0.00	\$12,591.00	\$0.00	-\$12,591.00	0.00%
INTGOVT	R 100-33401 Local Government Aid	\$0.00	\$54,084.50	\$108,169.00	\$54,084.50	50.00%
INTGOVT	R 100-33410 MV Credit	\$0.00	\$791.77	\$0.00	-\$791.77	0.00%
INTGOVT	R 100-33420 PERA Aid	\$0.00	\$169.50	\$339.00	\$169.50	50.00%
INTGOVT	R 100-33422 State Fire Aid	\$0.00	\$43,018.26	\$36,000.00	-\$7,018.26	119.50%
INTGOVT	R 100-33426 State Police Aid	\$0.00	\$5,910.92	\$5,500.00	-\$410.92	107.47%
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	\$116,565.95	\$150,008.00	\$33,442.05	77.71%
FINES	R 100-35100 Court Fines	\$0.00	\$3,915.10	\$2,000.00	-\$1,915.10	195.76%
Source Alt Code FINES		\$0.00	\$3,915.10	\$2,000.00	-\$1,915.10	195.76%
Fund 100 GENERAL FUND		\$464,592.95	\$1,322,914.09	\$1,326,541.39	\$3,627.30	99.73%

Revenue Budget by Source - General Fund

Source Alt Code	Account Descr	December 2017 Amt	2017 YTD Amt	2017 YTD Budget	2017 YTD Balance	%YTD Budget
		\$464,592.95	\$1,322,914.09	\$1,326,541.39	\$3,627.30	99.73%

CITY OF HANOVER
Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	December 2017 Amt	2017 YTD Amt	2017 YTD Budget	2017 YTD Balance	%YTD Budget
Fund 100 GENERAL FUND						
Dept 41110 Council						
COUNCIL	E 100-41110-111 Committee Wages/Mee	\$0.00	\$6,442.35	\$11,000.00	\$4,557.65	58.57%
COUNCIL	E 100-41110-122 FICA	\$0.00	\$397.73	\$682.00	\$284.27	58.32%
COUNCIL	E 100-41110-123 Medicare	\$0.00	\$93.02	\$159.50	\$66.48	58.32%
COUNCIL	E 100-41110-208 Training and Instructio	\$250.00	\$575.00	\$400.00	-\$175.00	143.75%
COUNCIL	E 100-41110-306 Dues & Subscriptions	\$0.00	\$6,506.82	\$7,500.00	\$993.18	86.76%
COUNCIL	E 100-41110-331 Travel Expenses	\$0.00	\$92.02	\$500.00	\$407.98	18.40%
COUNCIL	E 100-41110-437 Other Miscellaneous	\$500.00	\$5,181.88	\$3,000.00	-\$2,181.88	172.73%
Dept 41110 Council		\$750.00	\$19,288.82	\$23,241.50	\$3,952.68	82.99%
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	\$1,300.00	\$1,300.00	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	\$5,400.00	\$5,400.00	0.00%
Dept 41400 City Administrator						
CITYADM	E 100-41400-101 Full-Time Employees R	\$5,354.14	\$65,366.48	\$69,629.63	\$4,263.15	93.88%
CITYADM	E 100-41400-121 PERA	\$401.56	\$5,016.15	\$5,222.22	\$206.07	96.05%
CITYADM	E 100-41400-122 FICA	\$331.96	\$4,146.73	\$4,317.04	\$170.31	96.05%
CITYADM	E 100-41400-123 Medicare	\$77.64	\$969.85	\$1,009.63	\$39.78	96.06%
CITYADM	E 100-41400-134 Employer Paid Life	\$31.38	\$370.85	\$384.00	\$13.15	96.58%
CITYADM	E 100-41400-151 Med/Dental Insurance	\$701.02	\$8,401.02	\$8,400.00	-\$1.02	100.01%
CITYADM	E 100-41400-208 Training and Instructio	\$0.00	\$681.00	\$1,500.00	\$819.00	45.40%
CITYADM	E 100-41400-306 Dues & Subscriptions	\$0.00	\$253.80	\$500.00	\$246.20	50.76%
Dept 41400 City Administrator		\$6,897.70	\$85,205.88	\$90,962.52	\$5,756.64	93.67%
Dept 41410 Elections						
ELECTION	E 100-41410-200 Office Supplies (GENER	\$64.40	\$64.40	\$7,000.00	\$6,935.60	0.92%
ELECTION	E 100-41410-310 Other Professional Serv	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
ELECTION	E 100-41410-351 Legal Notices Publishin	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
ELECTION	E 100-41410-400 Repairs & Maint Cont (\$450.14	\$1,651.74	\$1,300.00	-\$351.74	127.06%
Dept 41410 Elections		\$514.54	\$1,716.14	\$8,300.00	\$6,583.86	20.68%
Dept 41430 Clerical Staff						
CLERICAL	E 100-41430-101 Full-Time Employees R	\$3,396.35	\$41,168.84	\$43,739.90	\$2,571.06	94.12%
CLERICAL	E 100-41430-121 PERA	\$254.73	\$3,158.92	\$3,280.49	\$121.57	96.29%
CLERICAL	E 100-41430-122 FICA	\$210.57	\$2,611.39	\$2,711.87	\$100.48	96.29%
CLERICAL	E 100-41430-123 Medicare	\$49.24	\$610.63	\$634.23	\$23.60	96.28%
CLERICAL	E 100-41430-134 Employer Paid Life	\$121.48	\$1,466.68	\$1,440.00	-\$26.68	101.85%
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	\$701.02	\$8,401.02	\$8,400.00	-\$1.02	100.01%
CLERICAL	E 100-41430-208 Training and Instructio	\$0.00	\$0.00	\$500.00	\$500.00	0.00%
CLERICAL	E 100-41430-306 Dues & Subscriptions	\$0.00	\$17.50	\$250.00	\$232.50	7.00%
Dept 41430 Clerical Staff		\$4,733.39	\$57,434.98	\$60,956.49	\$3,521.51	94.22%
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	\$373.25	\$500.00	\$126.75	74.65%
STAFFEXP	E 100-41435-331 Travel Expenses	\$0.00	\$750.26	\$2,000.00	\$1,249.74	37.51%
Dept 41435 Staff Expenses		\$0.00	\$1,123.51	\$2,800.00	\$1,676.49	40.13%
Dept 41530 Accounting						
ACCTING	E 100-41530-101 Full-Time Employees R	\$4,042.50	\$48,042.26	\$52,954.72	\$4,912.46	90.72%
ACCTING	E 100-41530-121 PERA	\$303.19	\$3,337.64	\$3,971.60	\$633.96	84.04%

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Dept Abbrev	Account Descr	December 2017 Amt	2017 YTD Amt	2017 YTD Budget	2017 YTD Balance	%YTD Budget
ACCTING	E 100-41530-122 FICA	\$250.64	\$2,969.71	\$3,283.19	\$313.48	90.45%
ACCTING	E 100-41530-123 Medicare	\$58.62	\$694.50	\$767.84	\$73.34	90.45%
ACCTING	E 100-41530-134 Employer Paid Life	\$86.36	\$820.20	\$996.00	\$175.80	82.35%
ACCTING	E 100-41530-151 Med/Dental Insurance	\$700.00	\$8,500.00	\$10,800.00	\$2,300.00	78.70%
ACCTING	E 100-41530-208 Training and Instructio	\$0.00	\$285.00	\$1,000.00	\$715.00	28.50%
ACCTING	E 100-41530-306 Dues & Subscriptions	\$0.00	\$122.86	\$250.00	\$127.14	49.14%
ACCTING	E 100-41530-310 Other Professional Serv	\$0.00	\$5,776.00	\$0.00	-\$5,776.00	0.00%
Dept 41530 Accounting		\$5,441.31	\$70,548.17	\$74,023.35	\$3,475.18	95.31%
Dept 41540 Auditing						
AUDITING	E 100-41540-301 Auditing and Acctg Ser	\$0.00	\$24,065.00	\$24,300.00	\$235.00	99.03%
Dept 41540 Auditing		\$0.00	\$24,065.00	\$24,300.00	\$235.00	99.03%
Dept 41550 Assessing						
ASSESS G	E 100-41550-310 Other Professional Serv	\$157.46	\$18,942.31	\$18,000.00	-\$942.31	105.24%
Dept 41550 Assessing		\$157.46	\$18,942.31	\$18,000.00	-\$942.31	105.24%
Dept 41570 Purchasing						
PURCHASE	E 100-41570-200 Office Supplies (GENER	\$133.99	\$2,484.65	\$3,500.00	\$1,015.35	70.99%
PURCHASE	E 100-41570-205 Bank Fees	\$0.00	\$215.75	\$100.00	-\$115.75	215.75%
PURCHASE	E 100-41570-207 Computer Supplies	\$0.00	\$11,452.54	\$12,000.00	\$547.46	95.44%
PURCHASE	E 100-41570-220 Repair/Maint Supply (G	\$176.05	\$2,750.97	\$4,000.00	\$1,249.03	68.77%
PURCHASE	E 100-41570-322 Postage	\$0.00	\$1,958.38	\$2,000.00	\$41.62	97.92%
PURCHASE	E 100-41570-570 Office Equip and Furnis	\$0.00	\$9,610.80	\$0.00	-\$9,610.80	0.00%
Dept 41570 Purchasing		\$310.04	\$28,473.09	\$21,600.00	-\$6,873.09	131.82%
Dept 41600 Computer						
COMPUTER	E 100-41600-310 Other Professional Serv	\$171.50	\$4,512.07	\$4,000.00	-\$512.07	112.80%
Dept 41600 Computer		\$171.50	\$4,512.07	\$4,000.00	-\$512.07	112.80%
Dept 41610 City Attorney						
CITYATNY	E 100-41610-304 Legal Fees	\$1,117.58	\$18,920.52	\$22,440.16	\$3,519.64	84.32%
Dept 41610 City Attorney		\$1,117.58	\$18,920.52	\$22,440.16	\$3,519.64	84.32%
Dept 41910 Planning and Zoning						
PLANZONG	E 100-41910-310 Other Professional Serv	\$4,192.24	\$23,674.98	\$29,500.00	\$5,825.02	80.25%
Dept 41910 Planning and Zoning		\$4,192.24	\$23,674.98	\$29,500.00	\$5,825.02	80.25%
Dept 41940 General Govt Buildings/Plant						
GOVTBLDG	E 100-41940-210 Operating Supplies (GE	\$0.00	\$1,080.07	\$1,500.00	\$419.93	72.00%
GOVTBLDG	E 100-41940-220 Repair/Maint Supply (G	\$266.12	\$5,926.47	\$7,000.00	\$1,073.53	84.66%
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	\$979.24	\$6,669.07	\$1,000.00	-\$5,669.07	666.91%
GOVTBLDG	E 100-41940-321 Telephone	\$351.06	\$4,204.18	\$3,500.00	-\$704.18	120.12%
GOVTBLDG	E 100-41940-325 Taxes	\$0.00	\$349.03	\$250.00	-\$99.03	139.61%
GOVTBLDG	E 100-41940-381 Electric Utilities	\$507.05	\$6,980.91	\$11,250.00	\$4,269.09	62.05%
GOVTBLDG	E 100-41940-383 Gas Utilities	\$525.46	\$3,330.28	\$6,250.00	\$2,919.72	53.28%
GOVTBLDG	E 100-41940-384 Refuse/Garbage Dispos	\$214.64	\$2,936.51	\$3,250.00	\$313.49	90.35%
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	\$500.00	\$2,111.70	\$4,500.00	\$2,388.30	46.93%
GOVTBLDG	E 100-41940-560 Furniture and Fixtures	\$0.00	\$116.99	\$2,500.00	\$2,383.01	4.68%
GOVTBLDG	E 100-41940-580 Other Equipment	\$0.00	\$0.00	\$500.00	\$500.00	0.00%
Dept 41940 General Govt Buildings/Plant		\$3,343.57	\$33,955.21	\$42,300.00	\$8,344.79	80.27%
Dept 41950 Engineer						
ENGINEER	E 100-41950-303 Engineering Fees	\$3,859.25	\$14,892.75	\$32,500.00	\$17,607.25	45.82%
Dept 41950 Engineer		\$3,859.25	\$14,892.75	\$32,500.00	\$17,607.25	45.82%

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Dept Abbrev	Account Descr	December 2017 Amt	2017 YTD Amt	2017 YTD Budget	2017 YTD Balance	%YTD Budget
Dept 41960 Insurance						
INSURANCE	E 100-41960-150 Worker s Comp (GENE	\$0.00	\$9,375.76	\$8,799.31	-\$576.45	106.55%
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	\$21,536.22	\$18,860.19	-\$2,676.03	114.19%
Dept 41960 Insurance		\$0.00	\$30,911.98	\$27,659.50	-\$3,252.48	111.76%
Dept 41970 Legal Publications						
LEGALPUB	E 100-41970-341 Employment	\$0.00	\$362.16	\$300.00	-\$62.16	120.72%
LEGALPUB	E 100-41970-343 Other Advertising	\$0.00	\$104.00	\$50.00	-\$54.00	208.00%
LEGALPUB	E 100-41970-351 Legal Notices Publishin	\$23.96	\$336.95	\$2,000.00	\$1,663.05	16.85%
LEGALPUB	E 100-41970-354 Recording Fees	\$0.00	\$52.65	\$500.00	\$447.35	10.53%
Dept 41970 Legal Publications		\$23.96	\$855.76	\$2,850.00	\$1,994.24	30.03%
Dept 42101 Hennepin County Sheriff						
HCSHERIFF	E 100-42101-310 Other Professional Serv	\$0.00	\$59,047.89	\$78,730.52	\$19,682.63	75.00%
Dept 42101 Hennepin County Sheriff		\$0.00	\$59,047.89	\$78,730.52	\$19,682.63	75.00%
Dept 42102 Wright County Sheriff						
WCSHERIFF	E 100-42102-310 Other Professional Serv	\$8,455.83	\$103,919.90	\$101,748.00	-\$2,171.90	102.13%
Dept 42102 Wright County Sheriff		\$8,455.83	\$103,919.90	\$101,748.00	-\$2,171.90	102.13%
Dept 42210 Fire Dept Administration						
FIREADMIN	E 100-42210-103 Part-Time Employees	\$0.00	\$23,926.50	\$55,000.00	\$31,073.50	43.50%
FIREADMIN	E 100-42210-122 FICA	\$0.00	\$1,483.43	\$3,410.00	\$1,926.57	43.50%
FIREADMIN	E 100-42210-123 Medicare	\$0.00	\$346.96	\$797.50	\$450.54	43.51%
FIREADMIN	E 100-42210-142 Unemployment Benefit	\$0.00	\$274.90	\$0.00	-\$274.90	0.00%
FIREADMIN	E 100-42210-150 Worker s Comp (GENE	\$0.00	\$8,225.25	\$8,344.11	\$118.86	98.58%
FIREADMIN	E 100-42210-200 Office Supplies (GENER	\$62.00	\$555.52	\$200.00	-\$355.52	277.76%
FIREADMIN	E 100-42210-305 Medical and Dental Fee	\$0.00	\$2,644.25	\$4,000.00	\$1,355.75	66.11%
FIREADMIN	E 100-42210-306 Dues & Subscriptions	\$0.00	\$1,889.00	\$950.00	-\$939.00	198.84%
FIREADMIN	E 100-42210-361 General Liability Ins	\$0.00	\$5,247.97	\$4,553.35	-\$694.62	115.26%
FIREADMIN	E 100-42210-437 Other Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 42210 Fire Dept Administration		\$62.00	\$44,593.78	\$77,254.96	\$32,661.18	57.72%
Dept 42220 Fire Dept Equipment						
FIREEQUIP	E 100-42220-221 Equipment Parts	\$1,858.01	\$6,226.16	\$13,500.00	\$7,273.84	46.12%
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	\$0.00	\$0.00	\$850.00	\$850.00	0.00%
FIREEQUIP	E 100-42220-260 Uniforms	\$7,403.10	\$12,594.50	\$4,500.00	-\$8,094.50	279.88%
FIREEQUIP	E 100-42220-580 Other Equipment	\$125.00	\$730.35	\$5,000.00	\$4,269.65	14.61%
Dept 42220 Fire Dept Equipment		\$9,386.11	\$19,551.01	\$25,350.00	\$5,798.99	77.12%
Dept 42240 Fire Dept Training						
FIRETRNG	E 100-42240-208 Training and Instructio	\$0.00	\$6,077.62	\$12,500.00	\$6,422.38	48.62%
FIRETRNG	E 100-42240-310 Other Professional Serv	\$0.00	\$3,022.71	\$3,000.00	-\$22.71	100.76%
FIRETRNG	E 100-42240-331 Travel Expenses	\$135.00	\$2,585.64	\$1,500.00	-\$1,085.64	172.38%
Dept 42240 Fire Dept Training		\$135.00	\$11,685.97	\$17,000.00	\$5,314.03	68.74%
Dept 42260 Fire Vehicles						
FIREVEH	E 100-42260-212 Motor Fuels	\$346.84	\$2,040.00	\$4,500.00	\$2,460.00	45.33%
FIREVEH	E 100-42260-220 Repair/Maint Supply (G	\$1,855.00	\$8,322.61	\$9,000.00	\$677.39	92.47%
FIREVEH	E 100-42260-240 Small Tools and Minor	\$0.00	\$25.25	\$2,000.00	\$1,974.75	1.26%
FIREVEH	E 100-42260-323 Radio Units	\$0.00	\$3,439.00	\$7,465.00	\$4,026.00	46.07%
Dept 42260 Fire Vehicles		\$2,201.84	\$13,826.86	\$22,965.00	\$9,138.14	60.21%
Dept 42280 Fire Stations and Bldgs						
FIREBLDG	E 100-42280-215 Shop Supplies	\$0.00	\$176.90	\$1,650.00	\$1,473.10	10.73%

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FIREBLDG	E 100-42280-220 Repair/Maint Supply (G	\$447.65	\$1,364.14	\$3,500.00	\$2,135.86	38.98%
FIREBLDG	E 100-42280-321 Telephone	\$84.83	\$1,806.59	\$800.00	-\$1,006.59	225.82%
FIREBLDG	E 100-42280-325 Taxes	\$0.00	\$0.00	\$175.00	\$175.00	0.00%
FIREBLDG	E 100-42280-381 Electric Utilities	\$278.58	\$3,208.42	\$4,500.00	\$1,291.58	71.30%
FIREBLDG	E 100-42280-383 Gas Utilities	\$321.06	\$1,820.57	\$3,000.00	\$1,179.43	60.69%
Dept 42280	Fire Stations and Bldgs	\$1,132.12	\$8,376.62	\$13,625.00	\$5,248.38	61.48%
Dept 42290	Fire Relief Association					
FIRERELIEF	E 100-42290-124 Fire Pension Contributi	\$0.00	\$37,428.26	\$36,000.00	-\$1,428.26	103.97%
FIRERELIEF	E 100-42290-125 Other Retirement Contr	\$5,566.79	\$11,133.58	\$11,133.58	\$0.00	100.00%
FIRERELIEF	E 100-42290-301 Auditing and Acctg Ser	\$0.00	\$6,200.00	\$6,500.00	\$300.00	95.38%
Dept 42290	Fire Relief Association	\$5,566.79	\$54,761.84	\$53,633.58	-\$1,128.26	102.10%
Dept 42401	Building Inspection Admin					
INSPADMN	E 100-42401-310 Other Professional Serv	\$5,013.50	\$35,801.99	\$17,500.00	-\$18,301.99	204.58%
Dept 42401	Building Inspection Admin	\$5,013.50	\$35,801.99	\$17,500.00	-\$18,301.99	204.58%
Dept 42700	Animal Control					
ANIMCTRL	E 100-42700-310 Other Professional Serv	\$125.00	\$375.00	\$500.00	\$125.00	75.00%
Dept 42700	Animal Control	\$125.00	\$375.00	\$500.00	\$125.00	75.00%
Dept 42800	Cemetery					
CEMETERY	E 100-42800-310 Other Professional Serv	\$0.00	\$0.00	\$50.00	\$50.00	0.00%
Dept 42800	Cemetery	\$0.00	\$0.00	\$50.00	\$50.00	0.00%
Dept 43000	Public Works (GENERAL)					
PUBWRKS	E 100-43000-101 Full-Time Employees R	\$11,341.97	\$101,945.55	\$116,803.34	\$14,857.79	87.28%
PUBWRKS	E 100-43000-102 Full-Time Employees O	\$0.00	\$525.78	\$1,050.00	\$524.22	50.07%
PUBWRKS	E 100-43000-103 Part-Time Employees	\$140.00	\$11,292.00	\$15,000.00	\$3,708.00	75.28%
PUBWRKS	E 100-43000-121 PERA	\$850.65	\$7,622.82	\$10,279.11	\$2,656.29	74.16%
PUBWRKS	E 100-43000-122 FICA	\$675.26	\$7,052.71	\$8,250.88	\$1,198.17	85.48%
PUBWRKS	E 100-43000-123 Medicare	\$157.92	\$1,649.36	\$2,285.25	\$635.89	72.17%
PUBWRKS	E 100-43000-134 Employer Paid Life	\$128.12	\$1,374.22	\$2,832.00	\$1,457.78	48.52%
PUBWRKS	E 100-43000-142 Unemployment Benefit	\$0.00	\$7.32	\$500.00	\$492.68	1.46%
PUBWRKS	E 100-43000-151 Med/Dental Insurance	\$2,478.78	\$20,701.07	\$27,600.00	\$6,898.93	75.00%
PUBWRKS	E 100-43000-208 Training and Instructio	\$0.00	\$1,651.95	\$2,500.00	\$848.05	66.08%
PUBWRKS	E 100-43000-212 Motor Fuels	\$341.55	\$4,156.53	\$7,000.00	\$2,843.47	59.38%
PUBWRKS	E 100-43000-215 Shop Supplies	\$51.96	\$3,337.91	\$2,500.00	-\$837.91	133.52%
PUBWRKS	E 100-43000-220 Repair/Maint Supply (G	\$17.57	\$7,061.68	\$6,000.00	-\$1,061.68	117.69%
PUBWRKS	E 100-43000-226 Sign Repair Materials	\$0.00	\$943.20	\$1,500.00	\$556.80	62.88%
PUBWRKS	E 100-43000-240 Small Tools and Minor	\$0.00	\$6,504.90	\$5,000.00	-\$1,504.90	130.10%
PUBWRKS	E 100-43000-260 Uniforms	\$0.00	\$1,765.60	\$3,000.00	\$1,234.40	58.85%
PUBWRKS	E 100-43000-310 Other Professional Serv	\$1,250.00	\$13,074.91	\$19,000.00	\$5,925.09	68.82%
PUBWRKS	E 100-43000-321 Telephone	\$306.68	\$2,819.94	\$2,800.00	-\$19.94	100.71%
PUBWRKS	E 100-43000-325 Taxes	\$0.00	\$38.00	\$200.00	\$162.00	19.00%
Dept 43000	Public Works (GENERAL)	\$17,740.46	\$193,525.45	\$234,100.58	\$40,575.13	82.67%
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	\$200.00	\$16,991.96	\$50,000.00	\$33,008.04	33.98%
Dept 43121	Paved Streets	\$200.00	\$16,991.96	\$50,000.00	\$33,008.04	33.98%
Dept 43122	Unpaved Streets					
UNPAVSTS	E 100-43122-224 Street Maint Materials	\$0.00	\$11,844.10	\$10,000.00	-\$1,844.10	118.44%

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Dept 43122	Unpaved Streets	\$0.00	\$11,844.10	\$10,000.00	-\$1,844.10	118.44%
Dept 43125	Ice & Snow Removal					
	SNOWREMO E 100-43125-224 Street Maint Materials	\$0.00	\$9,816.42	\$15,000.00	\$5,183.58	65.44%
Dept 43125	Ice & Snow Removal	\$0.00	\$9,816.42	\$15,000.00	\$5,183.58	65.44%
Dept 43160	Street Lighting					
	STLGHGTG E 100-43160-381 Electric Utilities	\$1,895.19	\$21,289.42	\$25,000.00	\$3,710.58	85.16%
Dept 43160	Street Lighting	\$1,895.19	\$21,289.42	\$25,000.00	\$3,710.58	85.16%
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	\$3,266.10	\$34,969.84	\$36,000.00	\$1,030.16	97.14%
Dept 43245	Recycling: Refuse	\$3,266.10	\$34,969.84	\$36,000.00	\$1,030.16	97.14%
Dept 45186	Senior Center					
	SRCENTER E 100-45186-437 Other Miscellaneous	\$2,030.09	\$7,904.66	\$8,000.00	\$95.34	98.81%
Dept 45186	Senior Center	\$2,030.09	\$7,904.66	\$8,000.00	\$95.34	98.81%
Dept 45200	Parks (GENERAL)					
	PARKS E 100-45200-212 Motor Fuels	\$18.17	\$1,213.88	\$2,000.00	\$786.12	60.69%
	PARKS E 100-45200-220 Repair/Maint Supply (G	\$0.00	\$3,427.95	\$5,000.00	\$1,572.05	68.56%
	PARKS E 100-45200-225 Landscaping Materials	\$164.87	\$4,518.37	\$10,000.00	\$5,481.63	45.18%
	PARKS E 100-45200-310 Other Professional Serv	\$0.00	\$6,500.00	\$6,800.00	\$300.00	95.59%
	PARKS E 100-45200-381 Electric Utilities	\$256.20	\$2,619.29	\$2,000.00	-\$619.29	130.96%
	PARKS E 100-45200-400 Repairs & Maint Cont (\$0.00	\$111.80	\$1,500.00	\$1,388.20	7.45%
	PARKS E 100-45200-440 Programs	\$0.00	\$1,945.00	\$2,200.00	\$255.00	88.41%
	PARKS E 100-45200-580 Other Equipment	\$40.72	\$4,069.61	\$7,000.00	\$2,930.39	58.14%
Dept 45200	Parks (GENERAL)	\$479.96	\$24,405.90	\$36,500.00	\$12,094.10	66.87%
Dept 45500	Libraries (GENERAL)					
	LIBRARY E 100-45500-437 Other Miscellaneous	\$980.15	\$11,239.81	\$10,500.00	-\$739.81	107.05%
Dept 45500	Libraries (GENERAL)	\$980.15	\$11,239.81	\$10,500.00	-\$739.81	107.05%
Dept 48205	Damage Deposit Refunds					
	DMGDEPRF E 100-48205-810 Refunds & Reimburse	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 48205	Damage Deposit Refunds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 49360	Transfers Out					
	TRANSFERS E 100-49360-700 Transfers (GENERAL)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 49360	Transfers Out	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 49800	Transit (GENERAL)					
	TRANSIT E 100-49800-310 Other Professional Serv	\$0.00	\$186.73	\$250.00	\$63.27	74.69%
Dept 49800	Transit (GENERAL)	\$0.00	\$186.73	\$250.00	\$63.27	74.69%
Fund 100	GENERAL FUND	\$90,182.68	\$1,118,636.32	\$1,326,541.16	\$207,904.84	84.33%

Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	December 2017 Amt	2017 YTD Amt	2017 YTD Budget	2017 YTD Balance	%YTD Budget
		\$90,182.68	\$1,118,636.32	\$1,326,541.16	\$207,904.84	84.33%

**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 19th day of December, 2017.

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 12-19-17-123

**A RESOLUTION APPROVING PAY VOUCHER #3 FOR THE
CONSTRUCTION OF THE HANOVER PUBLIC WORKS FACILITY**

WHEREAS, the construction manager, Kinghorn Construction, has reviewed quantities of materials submitted for payment of work completed by contractors for work on the construction of the Hanover Public Works Facility previously authorized by Council; and

WHEREAS, staff recommends making payment, per attached Pay Voucher #3, and as follows:

- Fehn Companies \$ 15,758.82
- Greystone Construction \$ 55,432.50
- Kinghorn Construction \$ 26,696.80
- Midwest Landscapes \$ 18,165.90
- Neo Electrical Solutions \$ 47,500.00
- RTS Mechanical \$ 43,286.75
- Steinbrecher Painting \$ 4,370.00
- Twin City Garage Door \$ 25,650.00
- Twin City Hardware \$ 10,719.47
- Viking Automatic Sprinkler \$ 15,697.80
- Voss Utility & Plumbing \$ 2,004.50

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Hanover, Minnesota, hereby approves Pay Voucher #3, with a total amount of \$265,282.53.

Council members voting in favor:

Opposed or abstained:

Adopted by the city Council this 19th day of December, 2017.

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator

City of Hanover Payment Summary for Draw # 3

Subcontractor	Mailing Address	Work Completed	Retainage to be Held	Payment Amount	Notes
Fehn Companies	5050 Barthel Industrial Drive, Albertville, MN 55301	\$ 16,588.23	\$ 829.41	\$ 15,758.82	5% Retainage Held
Greystone Construction	500 S. Marschall Rd, Ste 300, Shakopee, MN 55379	\$58,350.00	\$2,917.50	\$55,432.50	5% Retainage Held
Kinghorn Company	21830 Industrial Court, Rogers, MN 55374	\$27,608.60	\$911.80	\$26,696.80	Retainage Held on P&O only
Midwest Landscapes, Inc.	6221 Oakwood Ave NE, Otsego, MN 55330-0078	\$19,122.00	\$956.10	\$18,165.90	5% Retainage Held
Neo Electrical Solutions	2365 Willis Miller Drive, Hudson, WI 54016	\$50,000.00	\$2,500.00	\$47,500.00	5% Retainage Held
RTS Mechanical LLC	725 Tower Drive, Hamel, MN 55340	\$45,565.00	\$2,278.25	\$43,286.75	5% Retainage Held
Steinbrecher Painting Co.	1408 7th St. N, PO Box 159, Princeton, MN 55371	\$4,600.00	\$230.00	\$4,370.00	5% Retainage Held
Twin City Garage Door Co.	5601 Boone Ave. N, Minneapolis, MN 55428	\$27,000.00	\$1,350.00	\$25,650.00	5% Retainage Held
Twin City Hardware	723 Hadley Ave. N., Oakdale, MN 55128	\$11,283.65	\$564.18	\$10,719.47	5% Retainage Held
Viking Automatic Sprinkler	11250 5th St. NE, Hanover, MN 55341-4101	\$16,524.00	\$826.20	\$15,697.80	5% Retainage Held
Voss Utility & Plumbing	PO Box 240, Hanover, MN 55341	\$2,110.00	\$105.50	\$2,004.50	5% Retainage Held
Totals		\$278,751.48	\$13,468.95	\$265,282.53	

REQUEST FOR PAYMENT

From: Kinghorn Company, Inc
 21830 Industrial Court
 Rogers, MN 55374

To: City of Hanover

Draw: 3
 Date: 12/7/2017
 Period Ending Date: 11/30/2017

Request for payment: Project: Hanover Public Works
 Original contract amount: \$1,663,726.17
 Approved changes:
 Revised contract amount: \$1,663,726.17 Contract date: June 10, 2016

 Contract completed to date: \$1,285,960.79
 Less non retainage amount: \$195,030.07
 Eligible retainage amount: \$1,090,930.72
 Less retainage: \$54,546.53
 Total completed less retainage: \$1,231,414.26
 Less previously billed: \$966,131.73
 Current request for payment: \$265,282.53

Current billing \$278,751.48
 Less non retainage amount: \$9,372.52
 Eligible retainage amount: \$269,378.96
 Less current retainage: \$13,468.95

 Current amount due: \$265,282.53
 Remaining amount to bill including retainage: \$432,311.91

Change Order Summary	Additions	Deductions
Changes approved in previous months by owner		
Totals approved this month		
Totals	\$0.00	\$0.00
NET CHANGES BY CHANGE ORDER	\$0.00	

I hereby certify that the work performed and the materials supplied to date, as shown on the above, represent the actual value of the accomplishment under the terms of the Contract (and all authorized changes thereof) between the undersigned and City of Hanover relating to the above referenced project. I also certify that the contractor has paid all amounts previously billed and paid by the owner.

Construction Manager: Kinghorn Company, Inc.
 By: *[Signature]*
 Date: 12.08.17

State of Minnesota County of Wright
 Subscribed and sworn to before me this 8th day of Dec 2017
 Notary Public: *[Signature]*
 My commissions expires 1-31-2020
TINA MARTIN
 NOTARY PUBLIC-MINNESOTA
 My Commission Expires Jan. 31, 2020

REQUEST FOR PAYMENT DETAIL

Project: Hanover Public Works

Period Ending Date: 11/30/2017

Item ID	Description	Total Contract Amount	Change Orders	Previously Completed Work	Work Completed This Period	Presently Stored Materials	Completed And Stored To Date	% Complete	Balance To Finish	Retainage Balance
01-0	General Requirements	\$40,000.00	\$0.00	\$3,893.32	\$2,521.16	\$0.00	\$6,414.48	16.04%	\$33,585.52	\$0.00
02-0	Existing Conditions	\$13,601.00	\$0.00	\$5,250.00	\$0.00	\$0.00	\$5,250.00	38.60%	\$8,351.00	\$0.00
03-0	Concrete	\$372,719.00	\$0.00	\$372,719.00	\$0.00	\$0.00	\$372,719.00	100.00%	\$0.00	\$18,635.95
04-0	Masonry	\$25,985.00	\$0.00	\$25,985.00	\$0.00	\$0.00	\$25,985.00	100.00%	\$0.00	\$1,299.25
05-0	Metals	\$268,716.30	\$0.00	\$233,224.40	\$3,866.56	\$0.00	\$237,090.96	88.23%	\$31,625.34	\$3,852.95
06-0	Wood & Plastics	\$19,176.00	\$0.00	\$6,060.08	\$2,984.80	\$0.00	\$9,044.88	47.17%	\$10,131.12	\$37.94
07-0	Thermal & Moisture Protection	\$12,226.00	\$0.00	\$12,091.68	\$0.00	\$0.00	\$12,091.68	98.90%	\$134.32	\$0.00
08-0	Doors & Windows	\$65,904.00	\$0.00	\$18,641.59	\$38,283.65	\$0.00	\$56,925.24	86.38%	\$8,978.76	\$2,846.26
09-0	Finishes	\$114,969.00	\$0.00	\$41,683.00	\$4,600.00	\$0.00	\$46,283.00	40.26%	\$68,686.00	\$2,314.15
10-0	Specialties	\$1,535.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$1,535.00	\$0.00
21-0	Fire Suppression	\$24,300.00	\$0.00	\$2,916.00	\$16,524.00	\$0.00	\$19,440.00	80.00%	\$4,860.00	\$972.00
22-0	Plumbing	\$56,261.00	\$0.00	\$26,800.00	\$2,110.00	\$0.00	\$28,910.00	51.39%	\$27,351.00	\$1,445.50
23-0	HVAC	\$99,465.00	\$0.00	\$47,000.00	\$45,565.00	\$0.00	\$92,565.00	93.06%	\$6,900.00	\$4,628.25
26-0	Electrical	\$117,900.00	\$0.00	\$50,000.00	\$50,000.00	\$0.00	\$100,000.00	84.82%	\$17,900.00	\$5,000.00
31-0	Earthwork	\$82,941.00	\$0.00	\$33,176.46	\$16,588.23	\$0.00	\$49,764.69	60.00%	\$33,176.31	\$2,488.23
32-0	Exterior Improvements	\$161,662.00	\$0.00	\$28,000.00	\$77,472.00	\$0.00	\$105,472.00	65.24%	\$56,190.00	\$5,273.60
33-0	Utilities	\$30,795.00	\$0.00	\$30,795.00	\$0.00	\$0.00	\$30,795.00	100.00%	\$0.00	\$1,539.75
18-1	Owners Contingency	\$50,000.00	\$0.00	\$14,740.00	\$0.00	\$0.00	\$14,740.00	29.48%	\$35,260.00	\$589.20
18-5	Profit & Overhead	\$105,570.87	\$0.00	\$54,233.78	\$18,236.08	\$0.00	\$72,469.86	68.65%	\$33,101.01	\$3,623.49
Totals		\$1,663,726.17	\$0.00	\$1,007,209.31	\$278,751.48	\$0.00	\$1,285,960.79	77.29%	\$377,765.38	\$54,546.53

ITEM#/DESCRIPTION	CONTRACTOR	CONTRACT AMOUNT	CHANGE ORDER NUMBER	CHANGE ORDER AMOUNT	CONTRACT AMOUNT +/- CHANGE ORDERS	DRAW #1	BALANCE TO FINISH	CHANGE ORDER NUMBER	CHANGE ORDER AMOUNT	CONTRACT AMOUNT +/- CHANGE ORDERS	DRAW #2	BALANCE TO FINISH	CHANGE ORDER NUMBER	CHANGE ORDER AMOUNT	CONTRACT AMOUNT +/- CHANGE ORDERS	DRAW #3	BALANCE TO FINISH
01-000 GENERAL REQUIREMENTS																	
	KCI	\$40,000.00			\$40,000.00		\$37,514.28			\$37,514.28		\$36,106.68			\$36,106.68		\$33,585.52
	Miller Land Sup. 128183															\$	541.80
	Veit 525342															\$	348.00
	Veit 524311															\$	348.00
	Biff's W659338															\$	118.33
	Satelite 137779															\$	397.29
	Satelite 133916															\$	370.45
	Satelite 132847															\$	397.29
	Lot Survey Invoice 87014										\$	550.00					
	Biff's W655602										\$	112.31					
	Satelite 127681										\$	397.29					
	Veit 521323										\$	348.00					
	Veit 519787					\$	348.00										
	Transport 123928					\$	316.46										
	Satelite 122692					\$	395.44										
	Satelite 121884					\$	171.00										
	Satelite CM103843					\$	(577.12)										
	Satelite 117785					\$	1,608.48										
	Galfus Invoice 54414					\$	111.15										
	Biff's W651675					\$	112.31										
SUB TOTAL		\$40,000.00		\$0.00	\$40,000.00	\$2,485.72	\$37,514.28		\$0.00	\$37,514.28	\$1,407.60	\$36,106.68		\$0.00	\$36,106.68	\$2,521.16	\$33,585.52
02-000 Existing Conditions																	
	American Eng. Testing	\$8,351.00			\$8,351.00		\$8,351.00			\$8,351.00		\$8,351.00			\$8,351.00		\$8,351.00
	Lot Survey	\$5,250.00			\$5,250.00		\$0.00			\$0.00		\$0.00			\$0.00		\$0.00
	Invoice 86853				\$	3,010.00											
	Invoice 86691				\$	2,240.00											
SUB TOTAL		\$13,601.00		\$ -	\$13,601.00	\$ 5,250.00	\$8,351.00		\$ -	\$8,351.00	\$ -	\$8,351.00		\$ -	\$8,351.00	\$ -	\$8,351.00
03-000 CONCRETE																	
	Fabcon	\$202,500.00			\$202,500.00		\$25,200.00			\$25,200.00		\$0.00			\$0.00		\$0.00
	Invoice 38602										\$	25,200.00					
	Invoice 38529				\$	177,300.00											
	Ultra Concrete	\$170,219.00			\$170,219.00		\$88,219.00			\$88,219.00		\$0.00			\$0.00		\$0.00
	Pay app 2										\$	88,219.00					
	Pay app 1				\$	82,000.00											
SUB TOTAL		\$372,719.00		\$ -	\$372,719.00	\$259,300.00	\$113,419.00		\$ -	\$113,419.00	\$113,419.00	\$0.00		\$ -	\$0.00	\$ -	\$0.00
04-000 Masonry																	
	Ultra Concrete	\$25,985.00			\$ 25,985.00		\$ 25,985.00			\$ 25,985.00		\$ -			\$ -		\$ -
	Pay app 2										\$	25,985.00					
SUB TOTAL		\$25,985.00		\$ -	\$25,985.00	\$ -	\$25,985.00		\$ -	\$25,985.00	\$ 25,985.00	\$0.00		\$ -	\$0.00	\$ -	\$0.00
05-000 METALS																	
	Butler	\$172,389.30			\$172,389.30		\$18,291.30			\$18,291.30		\$18,291.30			\$18,291.30		\$17,303.40
	Butler 6197724															\$	987.90
	Already Pd. By City				\$	154,098.00											
	P. Skluzacek Bld.	\$82,327.00			\$82,327.00		\$5,268.00			\$5,268.00		\$5,268.00			\$5,268.00		\$5,268.00
	Invoice 442				\$	77,059.00											
	Misc. Budget	\$14,000.00			\$14,000.00		\$11,932.60			\$11,932.60		\$11,932.60			\$11,932.60		\$9,053.94
	Butler Inv. 5221061															\$	1,824.72
	Metro Bldg Inv. 217133-01															\$	1,053.94
	Fastenal 4128785				\$	82.17											
	Fastenal 4128775				\$	114.08											

ITEM#/DESCRIPTION	CONTRACTOR	CONTRACT AMOUNT	CHANGE ORDER NUMBER	CHANGE ORDER AMOUNT	CONTRACT AMOUNT +/- CHANGE ORDERS	DRAW #1	BALANCE TO FINISH	CHANGE ORDER NUMBER	CHANGE ORDER AMOUNT	CONTRACT AMOUNT +/- CHANGE ORDERS	DRAW #2	BALANCE TO FINISH	CHANGE ORDER NUMBER	CHANGE ORDER AMOUNT	CONTRACT AMOUNT +/- CHANGE ORDERS	DRAW #3	BALANCE TO FINISH
	N 2nd St. 388865					\$ 1,398.87											
	Challman 41419					\$ 472.28											
SUB TOTAL		\$268,716.30	\$ -	\$268,716.30	\$233,224.40	\$35,491.90	\$ -	\$35,491.90	\$ -	\$35,491.90	\$ -	\$35,491.90	\$ -	\$35,491.90	\$ 3,866.56	\$31,625.34	
06-000 WOOD & PLASTICS																	
	ICG	\$4,176.00			\$4,176.00	\$ -	\$4,176.00			\$4,176.00	\$ -	\$4,176.00			\$4,176.00	\$ -	\$4,176.00
	Bldg. Materials/Misc	\$10,000.00			\$10,000.00	\$ -	\$6,473.12			\$6,473.12	\$ -	\$6,473.12			\$6,473.12	\$ -	\$4,800.12
	Styrotech 139633					\$ 3,526.88											
	Quality Cutting & Coring															\$ 1,673.00	
	Carpentry Butler	\$5,000.00			\$5,000.00		\$3,065.86			\$3,065.86		\$2,466.80			\$2,466.80		\$1,155.00
	Butler 795748															\$ 827.94	
	Butler 795908															\$ 483.86	
	Butler 795317										\$ 483.86						
	Butler 6197145										\$ 115.20						
	P. Skluzacek 442					\$ 758.73											
	Butler 795062					\$ 671.30											
	Butler 794798					\$ 504.11											
SUB TOTAL		\$19,176.00	\$ -	\$19,176.00	\$ 5,461.02	\$13,714.98	\$ -	\$13,714.98	\$ 599.06	\$13,115.92	\$ -	\$13,115.92	\$ -	\$13,115.92	\$ 2,984.80	\$10,131.12	
07-000 THERMAL & MOISTURE PRO																	
	SilverCote	\$12,226.00			\$12,226.00		\$134.32			\$134.32		\$134.32			\$134.32		\$134.32
	Invoice 183773-00					\$ 11,450.42											
	Invoice 183812-00					\$ 641.26											
SUB TOTAL		\$12,226.00	\$ -	\$12,226.00	\$ 12,091.68	\$134.32	\$ -	\$134.32	\$ -	\$134.32	\$ -	\$134.32	\$ -	\$134.32	\$ -	\$134.32	
08-000 DOORS & WINDOWS																	
	TCH	\$21,322.00			\$21,322.00		\$21,322.00			\$21,322.00		\$18,960.41			\$18,960.41		\$7,676.76
	TCH 908059															\$ 11,283.65	
	TCH 902987										\$ 2,361.59						
	Classic Glass	\$17,582.00			\$17,582.00		\$17,582.00			\$17,582.00		\$1,302.00			\$1,302.00		\$1,302.00
	Pay app 1										\$ 16,280.00						
	TCGD	\$27,000.00			\$27,000.00		\$27,000.00			\$27,000.00		\$27,000.00			\$27,000.00		\$0.00
	Invoice 486791															\$ 27,000.00	
SUB TOTAL		\$65,904.00	\$ -	\$65,904.00	\$ -	\$65,904.00	\$ -	\$65,904.00	\$ 18,641.59	\$47,262.41	\$ -	\$47,262.41	\$ -	\$47,262.41	\$ 38,283.65	\$8,978.76	
09-000 FINISHES																	
	RTL Construction	\$76,969.00			\$76,969.00		\$35,286.00			\$35,286.00		\$35,286.00			\$35,286.00		\$35,286.00
	Inv. 17-239-1					\$ 41,683.00											
	Steinbrecher Paint	\$29,850.00			\$29,850.00		\$29,850.00			\$29,850.00		\$29,850.00			\$29,850.00		\$25,250.00
	Pay app 1															\$ 4,600.00	
	TCWF Ceramic tile	\$3,500.00			\$3,500.00		\$3,500.00			\$3,500.00		\$3,500.00			\$3,500.00		\$3,500.00
	TCWF Vinyl tile	\$4,650.00			\$4,650.00		\$4,650.00			\$4,650.00		\$4,650.00			\$4,650.00		\$4,650.00
SUB TOTAL		\$114,969.00	\$ -	\$114,969.00	\$ 41,683.00	\$73,286.00	\$ -	\$73,286.00	\$ -	\$73,286.00	\$ -	\$73,286.00	\$ -	\$73,286.00	\$ 4,600.00	\$68,686.00	
10-000 SPECIALTIES																	
	TCH toilet accessories	\$1,535.00			\$1,535.00		\$1,535.00			\$1,535.00		\$1,535.00			\$1,535.00		\$1,535.00
		\$0.00			\$0.00		\$0.00			\$0.00		\$0.00			\$0.00		\$0.00
SUB TOTAL		\$1,535.00	\$ -	\$1,535.00	\$ -	\$1,535.00	\$ -	\$1,535.00	\$ -	\$1,535.00	\$ -	\$1,535.00	\$ -	\$1,535.00	\$ -	\$1,535.00	
11-000 Equipment																	
		\$0.00			\$0.00		\$0.00			\$0.00		\$0.00			\$0.00		\$0.00
SUB TOTAL		\$0.00	\$ -	\$0.00	\$ -	\$0.00	\$ -	\$0.00	\$ -	\$0.00	\$ -	\$0.00	\$ -	\$0.00	\$ -	\$0.00	
21-000 FIRE SUPPRESSION																	
	Viking Sprinkler	\$24,300.00			\$24,300.00		\$24,300.00			\$24,300.00		\$21,384.00			\$21,384.00		\$4,860.00
	Pay app 2															\$ 16,524.00	
	Pay app 1										\$ 2,916.00						
SUB TOTAL		\$24,300.00	\$ -	\$24,300.00	\$ -	\$24,300.00	\$ -	\$24,300.00	\$ 2,916.00	\$21,384.00	\$ 2,916.00	\$21,384.00	\$ -	\$21,384.00	\$ 16,524.00	\$4,860.00	

ITEM#/DESCRIPTION	CONTRACTOR	CONTRACT AMOUNT	CHANGE ORDER NUMBER	CHANGE ORDER AMOUNT	CONTRACT AMOUNT +/- CHANGE ORDERS	DRAW #1	BALANCE TO FINISH	CHANGE ORDER NUMBER	CHANGE ORDER AMOUNT	CONTRACT AMOUNT +/- CHANGE ORDERS	DRAW #2	BALANCE TO FINISH	CHANGE ORDER NUMBER	CHANGE ORDER AMOUNT	CONTRACT AMOUNT +/- CHANGE ORDERS	DRAW #3	BALANCE TO FINISH
22-000 PLUMBING																	
	Misc.	\$20,471.00			\$20,471.00		\$20,471.00			\$20,471.00		\$20,471.00			\$20,471.00		\$20,471.00
	Voss	\$35,790.00			\$35,790.00		\$35,790.00			\$35,790.00		\$8,990.00			\$8,990.00		\$6,880.00
	Pay app 2															\$ 2,110.00	
	Pay app 1										\$ 26,800.00						
SUB TOTAL		\$56,261.00		\$ -	\$56,261.00	\$ -	\$56,261.00		\$ -	\$56,261.00	\$ 26,800.00	\$29,461.00		\$ -	\$29,461.00	\$ 2,110.00	\$27,351.00
23-000 HVAC																	
	RTS Mech	\$99,465.00			\$99,465.00		\$99,465.00			\$99,465.00		\$52,465.00			\$52,465.00		\$6,900.00
	Invoice 830															\$ 45,565.00	
	Invoice 815										\$ 47,000.00						
SUB TOTAL		\$99,465.00		\$ -	\$99,465.00	\$ -	\$99,465.00		\$ -	\$99,465.00	\$ 47,000.00	\$52,465.00		\$ -	\$52,465.00	\$ 45,565.00	\$6,900.00
26-000 ELECTRICAL																	
	NEO	\$117,900.00			\$117,900.00		\$117,900.00			\$117,900.00		\$67,900.00			\$67,900.00		\$17,900.00
	Invoice 3961															\$ 50,000.00	
	Invoice 3925										\$ 50,000.00						
SUB TOTAL		\$117,900.00		\$ -	\$117,900.00	\$ -	\$117,900.00		\$ -	\$117,900.00	\$ 50,000.00	\$67,900.00		\$ -	\$67,900.00	\$ 50,000.00	\$17,900.00
31-000 EARTHWORK																	
	Fehn	\$82,941.00			\$82,941.00		\$49,764.54			\$49,764.54		\$49,764.54			\$49,764.54		\$33,176.31
	Invoice 10866															\$ 16,588.23	
	Invoice 10688					\$ 8,294.10											
	Invoice 10731					\$ 24,882.36											
SUB TOTAL		\$82,941.00		\$ -	\$82,941.00	\$ 33,176.46	\$49,764.54		\$ -	\$49,764.54	\$ -	\$49,764.54		\$ -	\$49,764.54	\$ 16,588.23	\$33,176.31
32-000 EXTERIOR IMPROVEMENTS																	
	Omann	\$58,800.00			\$58,800.00		\$58,800.00			\$58,800.00		\$30,800.00			\$30,800.00		\$30,800.00
	Pay app 1										\$ 28,000.00						
	Greystone-Salt Storage	\$58,350.00			\$58,350.00		\$58,350.00			\$58,350.00		\$58,350.00			\$58,350.00		\$0.00
	Greystone Inv. 26688														\$ 58,350.00		
	Landscaping	\$44,512.00			\$44,512.00		\$44,512.00			\$44,512.00		\$44,512.00			\$44,512.00		\$25,390.00
	Midwest Pay app 1														\$ 1,000.00		
	Midwest Pay app 2														\$ 18,122.00		
SUB TOTAL		\$161,662.00		\$ -	\$161,662.00	\$ -	\$161,662.00		\$ -	\$161,662.00	\$ 28,000.00	\$133,662.00		\$ -	\$133,662.00	\$ 77,472.00	\$56,190.00
33-000 Utilities																	
	Voss	\$30,795.00			\$30,795.00		\$0.00			\$0.00		\$0.00			\$0.00		\$0.00
	Pay app 1					\$ 30,795.00											
		\$0.00			\$0.00		\$0.00			\$0.00		\$0.00			\$0.00		\$0.00
		\$0.00			\$0.00		\$0.00			\$0.00		\$0.00			\$0.00		\$0.00
SUB TOTAL		\$30,795.00		\$ -	\$30,795.00	\$ 30,795.00	\$0.00		\$ -	\$0.00	\$ -	\$0.00		\$ -	\$0.00	\$ -	\$0.00
18-000 GENERAL																	
18-500 PROFIT & OVERHEAD	KCI	\$105,570.87			\$105,570.87	\$ 32,200.00	\$73,370.87			\$73,370.87	\$ 22,033.78	\$51,337.09			\$51,337.09	\$ 18,236.08	\$33,101.01
SUB TOTAL		\$105,570.87		\$ -	\$105,570.87	\$ 32,200.00	\$73,370.87		\$ -	\$73,370.87	\$ 22,033.78	\$51,337.09		\$ -	\$51,337.09	\$ 18,236.08	\$33,101.01
18-100 Owners Contingency	KCI	\$50,000.00			\$50,000.00		\$45,216.00			\$45,216.00		\$35,260.00			\$35,260.00		\$35,260.00
	Skarnes-Anchor bolts										\$ 500.00						
	Excel										\$ 2,456.00						
	Ultra										\$ 7,000.00						
	Voss Added PIV					\$ 2,225.00											
	Voss Dewatering					\$ 2,559.00											
TOTAL		\$1,663,726.17		\$0.00	\$1,663,726.17	\$660,451.28	\$1,003,274.89		\$0.00	\$1,003,274.89	\$346,758.03	\$656,516.86		\$0.00	\$656,516.86	\$278,751.48	\$377,765.38

KCI \$ 27,608.60
Subs \$251,142.88
Total \$278,751.48



5050 Barthel Industrial Drive
 Albertville, MN 55301 US
 Phone: 763-497-2428
 Fax: 763-497-3893

31-000

Progress Billing Invoice

To: **KINGHORN CONSTRUCTION**
21830 INDUSTRIAL COURT
ROGERS, MN 55374

Invoice #: 10866
 Date: 12/07/17
 Application #: 3

Contract: 1738- Hanover Public Works Building Package

Invoice Due Date: 01/06/18
 Payment Terms: Net 30 days

Cont Item	Description	Contract	Contract	Quantity	Quantity	U/M	Unit	Amount	Amount	%
		Amount	Quantity	This Period	JTD		Price	This Period	To-Date	
1	Contract	82,941.00	0.00	0.00	0.00	LS	0.00000	16,588.23	49,764.69	60.00%

w/c = 16,588.23

Total Billed To Date: 49,764.69
Less Retainage: 2,488.23
Less Previous Applications: 31,517.64
Total Due This Invoice: 15,758.82



32-000

INVOICE

Invoice ID: 26688
Invoice Date: 11/27/2017

Customer ID: CITYOFHANO

To:
City of Hanover
11250 5th Street NE
Hanover, MN 55341

Job Location:
FS17-7930
Hanover, City of Salt Storage
Hanover, MN

<u>Description</u>	<u>Amount</u>
Furnish and install 44 x 48 Natural Light Fabric Structure per the contract dated 9/11/17	58,350.00

Amount Billed \$58,350.00

Retainage Held

Amount Due **\$58,350.00**



Invoice

Bill To
City of Hanover Attn: Brian PO Box 278 11250 5th Street NE Hanover, MN 55341

Date	Invoice #
11/30/2017	2463

P.O. No.	Terms	Project
	Due Upon Receipt	17-139 Hanover Pub...

Description	Qty	Rate	Amount
01- General Conditions- Biff's, Miller Landscape, Satelite, Veit Disposal (invoice copies attached)		2,521.16	2,521.16
05- Metals-Butler, Metro Bldg. Systems (invoice copies attached)		3,866.56	3,866.56
06- Woods & Plastics- Butler, Quality Cutting & Coring (invoice copies attached)		2,984.80	2,984.80
18-500- Profit & Overhead		18,236.08	18,236.08

Thank you for using Kinghorn Company!

Total	\$27,608.60
Payments/Credits	\$0.00
Balance Due	\$27,608.60



952.403.1221
800.642.3246

FAX: 952.403.1220
WWW.BIFFSINC.COM

8610 HANSEN AVE
SHAKOPEE MN 55379

Invoice #: W659338

Page 1 of 1

Invoice Date: 11/8/2017

Billing Period: 10/11/17 to 11/7/17

Terms: Net 28 Days *

Date Due: 12/06/2017

Phone#:(763) 428-8088

Thank you for your business!

963938
Kinghorn Company
Jim Strecker
21830 Industrial Ct
Rogers, MN 55374

Hanover Public Works
Location: 99631
5th St NE & Labeauxe Ave NE
Hanover, MN 55341

01

ACTUAL USAGE

Item Qty	Description	Rate	Service Level	Days	Delivery-Pickup	Rental (Pretax)	Service	Damage Waiver	DEPOSIT (Refundable)**
ORDER # 287303									
1	Regular Unit Oct 11-Nov 07	4.00		28	.00	4.00	.00	.00	.00
1	Service Oct 11-Nov 07	102.00	1X/wk	28	.00	.00	102.00	.00	.00
1	ClimateSvc Oct 11 to Nov 07	12.02	1X/wk	28	.00	.00	12.02	.00	.00
1	HandSani Oct 11-Nov 07	.00		28	.00	.00	.00	.00	.00
ORDER # 287303						TOTALS:	118.02		.00

Attention: Biffs, Inc. & Biffs Boxes is MBE (minority owned); EEO and AA compliant.
*18% Finance Charge will be applied to accounts over 28 days.
**As equipment is picked up your account will be credited.
Credit balance may be: 1. Applied to another job OR 2. Returned in the form of a check. FAX a copy of your invoice or statement noting your request
Attn: A/R at Biffs, Inc. 952-403-1220

Actual Usage Subtotal:	118.02
Actual Usage Sales Tax Total:	0.31
28 Day Deposit Total:	0.00
INVOICE TOTAL DUE:	118.33

Please return this portion with your payment

Visa, Mastercard, Discover and American Express accepted

963938
Kinghorn Company
Jim Strecker
21830 Industrial Ct
Rogers, MN 55374

Hanover Public Works
Location: 99631
5th St NE & Labeauxe Ave NE
Hanover, MN 55341

Invoice #: W659338
Invoice Date: 11/8/2017
Date Due: 12/06/2017

Actual Usage Subtotal: 118.02
Actual Usage Sales Tax Total: 0.31
28 Day Deposit Total: 0.00

INVOICE TOTAL DUE: 118.33

Payment Amount:

53

Miller Trucking & Landscape Supply
 P.O. Box 157
 Hanover, MN 55341
 763-498-8342

2203
 01-000

for Voss

Invoice

Date	Invoice #
9/1/2017	128183

Bill To
CITY OF HANOVER 11250 5th ST NE HANOVER, MN 55341

Ship To
01-000

P.O. Number	Terms	Rep	Account #	Ship	Via	F.O.B.	Project
	30 DAYS			9/1/2017			

Quantity	Item Code	Description	Price Each	Amount
9	101	1 1/2' River Rock	45.15	406.35
3	101	1 1/2' River Rock	45.15	135.45
<p>E # 411-41940-310 City Hall Cap. Proj. Fund ↳ General Gov't. Bldg. ↳ Other Prof. Svcs.</p> <p>Project # 208218</p>				

Subtotal	\$541.80
Sales Tax (6.875%)	\$0.00
Total	\$541.80



Satellite Shelters, Inc - Minneapolis

Matt Hilde
 20050 75th Ave N
 Hamel, MN 55340-9459
 Phone No.: 763-420-2001
 Fax No.: 763-420-2034

Rental Invoice

Bill to: Kinghorn Company
 Jim Strecker
 21830 Industrial Court
 Rogers, MN 55374

Ship to: Kinghorn Company
 John 763.286.9711
 11149 5th street NE
 Hanover, MN 55341

01-000

Customer No.	Invoice No.	Contract No.	Customer P.O. No.	Invoice Date	Due Date	Salesperson
C19702	RI137779	RC411042		11/30/2017	12/30/2017	Jeremy Zaayer

No.	Description	Serial No.	Rental From Date	Rental To Date	Quantity	Unit Price	Amount
	Rental Contract RC411042				0	0.00	0.00
FA119877	8x36 Mobile Office s/n 1217433	1217433	11/30/17	12/27/17	1	300.00	300.00
RENT-STEPS	Steps		11/30/17	12/27/17	2	35.00	70.00

Please Remit Payment to:
 Satellite Shelters, Inc.
 2530 Xenium Lane N., Suite 150
 Minneapolis, MN 55441

----- Tax Breakdown -----
 MN STATE TAX 25.44
 MN SPECIAL TAX 1.85

Subtotal: 370.00
Tax: 27.29
Total: 397.29

Thank You For Your Business!



Satellite Shelters, Inc - Minneapolis

Matt Hilde
 20050 75th Ave N
 Hamel, MN 55340-9459
 Phone No.: 763-420-2001
 Fax No.: 763-420-2034

Rental Invoice

Bill to: Kinghorn Company
 Jim Strecker
 21830 Industrial Court
 Rogers, MN 55374

Ship to: Kinghorn Company
 John 763.286.9711
 11149 5th street NE
 Hanover, MN 55341

01-000

Customer No.	Invoice No.	Contract No.	Customer P.O. No.	Invoice Date	Due Date	Salesperson
C19702	RI133916	RC411042		11/08/2017	12/08/2017	Jeremy Zaayer

No.	Description	Serial No.	Rental From Date	Rental To Date	Quantity	Unit Price	Amount
	Rental Contract RC411042				0	0.00	0.00
R-0240	Relocate: Satellite MO On site				1	160.00	160.00
R-0015	Block+Level				1	110.00	110.00
R-0027	Dismantle				1	75.00	75.00

Please Remit Payment to:
 Satellite Shelters, Inc.
 2530 Xenium Lane N., Suite 150
 Minneapolis, MN 55441

----- Tax Breakdown -----
 MN STATE TAX 23.72
 MN SPECIAL TAX 1.73

Subtotal: 345.00
 Tax: 25.45
 Total: 370.45

Thank You For Your Business!



Satellite Shelters, Inc - Minneapolis

Matt Hilde
 20050 75th Ave N
 Hamel, MN 55340-9459
 Phone No.: 763-420-2001
 Fax No.: 763-420-2034

Rental Invoice

Bill to: Kinghorn Company
 Jim Strecker
 21830 Industrial Court
 Rogers, MN 55374

Ship to: Kinghorn Company
 John 763.286.9711
 11149 5th street NE
 Hanover, MN 55341

01-000

Customer No.	Invoice No.	Contract No.	Customer P.O. No.	Invoice Date	Due Date	Salesperson
C19702	RI132847	RC411042		11/02/2017	12/02/2017	Jeremy Zaayer

No.	Description	Serial No.	Rental From Date	Rental To Date	Quantity	Unit Price	Amount
	Rental Contract RC411042				0	0.00	0.00
FA119877	8x36 Mobile Office s/n 1217433	1217433	11/02/17	11/29/17	1	300.00	300.00
RENT-STEPS	Steps		11/02/17	11/29/17	2	35.00	70.00

Please Remit Payment to:
Satellite Shelters, Inc.
 2530 Xenium Lane N., Suite 150
 Minneapolis, MN 55441

----- Tax Breakdown -----
 MN STATE TAX 25.44
 MN SPECIAL TAX 1.85

Subtotal: 370.00
Tax: 27.29
Total: 397.29

Thank You For Your Business!

Veit Disposal Systems - Metro
 14000 Veit Place
 Rogers, MN 55374
 Phone: (763) 428-2242
 Fax: (763) 428-1334

INVOICE

INVOICE NO.	0000525342
PAGE	1
DATE	Nov-19-17
CUSTOMER NO.	9939
SITE NO.	0
REFERENCE NO.	

KINGHORN CONSTRUCTION
 21830 INDUSTRIAL CRT
 ROGERS, MN 55374

TOTAL INVOICE	\$348.00
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01-000

SERVICE DATE	CODE	DESCRIPTION	REFERENCE	QTY.	RATE	AMOUNT
		(0018) KINGHORN CONST - PUBLIC WORKS BLDG 11149 5TH STREET , HANOVER MN				
		Serv #001 Roll Off Service 30.00				
16 - Nov	R1 30.00	Exchange		1.00	\$330.00	\$330.00
		W/O #:586545				
16 - Nov	CN	Const Debris Tons/Yds		30.00	\$0.00	\$0.00
16 - Nov	01	MN Sld Waste Fee-\$.60/Yd at \$.60/YD on 30.00YD				\$18.00

Billing or Invoices by Email Call: Diana (763) 428-6726 or dmanthei@veitusa.com

A SERVICE CHG OF 1.5% PER MTH 18 APR ON ANY UNPAID BALANCES AFTER 30 DAYS

CURRENT	31 - 60 DAYS	61 - 90 DAYS	OVER 90 DAYS
\$1,374.00	\$0.00	\$0.00	\$4,400.00

TOTAL INVOICE	\$348.00
---------------	----------

Veit Disposal Systems - Metro
 14000 Veit Place
 Rogers, MN 55374
 Phone: (763) 428-2242
 Fax: (763) 428-1334

INVOICE

INVOICE NO.	0000524311
PAGE	1
DATE	Nov-05-17
CUSTOMER NO.	9939
SITE NO.	0
REFERENCE NO.	

KINGHORN CONSTRUCTION
 21830 INDUSTRIAL CRT
 ROGERS, MN 55374

TOTAL INVOICE	\$348.00
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01-000

SERVICE DATE	CODE	DESCRIPTION	REFERENCE	QTY.	RATE	AMOUNT
		(0018) KINGHORN CONST - PUBLIC WORKS BLDG 11149 5TH STREET , HANOVER MN				
		Serv #001 Roll Off Service 30.00				
03 - Nov	R1 30.00	Pick Up W/O #:584638		1.00	\$330.00	\$330.00
03 - Nov	C1	Const. Debris - YD		30.00	\$0.00	\$0.00
03 - Nov	01	MN Sld Waste Fee-\$.60/Yd at \$0.60/YD on 30.00YD				\$18.00

Billing or Invoices by Email Call: Diana (763) 428-6726 or dmanthei@veitusa.com

A SERVICE CHG OF 1.5% PER MTH 18 APR ON ANY UNPAID BALANCES AFTER 30 DAYS

CURRENT	31 - 60 DAYS	61 - 90 DAYS	OVER 90 DAYS
\$1,026.00	\$348.00	\$4,853.00	\$348.00

TOTAL INVOICE	\$348.00
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Butler Manufacturing
 1540 Genessee Street
 Kansas City, MO 64102
 (816) 968-3000

Invoice Date	10/25/2017
Invoice Number	6197724
Order Number	17-015996-07
Page	1 of 1

Butler Manufacturing, a division of BlueScope Buildings North America, Inc.

Customer Account # 202205319 Location # 263136

Attn: Accounts Payable
 KINGHORN COMPANY, INC.
 KINGHORN CONSTRUCTION (DBA)
 21830 INDUSTRIAL COURT
 ROGERS MN 55374
 United States

KINGHORN COMPANY, INC.
 11149 5TH ST
 HANOVER MN 55341
 United States

05-000

Project Information Project Billing Summary (excl. tax)

Cust. PO # (Ref Only)		Total Project Amount (incl. freight)	155,961.00
Customer Project Name	CITY OF HANOVER 6/28/17	Total Billed To Date	155,043.29
OE Number		Subtotal Of this Invoice (incl. freight)	918.76
Contact Name:	JOHN STUDER	Balance to Finish Billing	-1.00

General Information

Ship Date	10/24/2017	Payment Terms	.5% 10D, Net 30
Tax Status	Taxable	Invoice Due Date	11/24/2017
		Cash Discount if Received by	11/04/2017
		Cash Discount Amount	3.47

Invoice Description	Order Number	Total Price
BUILDING MATERIAL	17-015996-07	693.76

Thank You for Your Business
 If you have any questions please contact your Project Manager:
 SUE ELLEN LUNDIN-NIENOW
 Phone: 1-816-968-4744 Email: SEllenLundin@butlermfg.com

Please remit to: Butler Manufacturing
 a division of BlueScope Buildings
 North America, Inc.
 27440 Network Place
 Chicago, IL 60673-1274

Online Payment Option at: www.mybuildernet.com

SUBTOTAL	693.76
FREIGHT (Taxable)	226.00
TAX 7.53%	69.14
County: HENNEPIN 0.65%	5.98
State: MN 6.88%	63.16
INVOICE TOTAL USD	987.90
PAYMENTS / ADJUSTMENTS	0.00
BALANCE DUE USD	987.90



Butler Manufacturing
 1540 Genessee Street
 Kansas City, MO 64102
 (816) 968-3000

0\$-000

Invoice Date	11/21/2017
Invoice Number	5221061
Order Number	17-015996-10
Page	1 of 1

Butler Manufacturing, a division of BlueScope Buildings North America, Inc.

Customer Account # 202205319 Location # 263136

Attn: Accounts Payable
 KINGHORN COMPANY, INC.
 KINGHORN CONSTRUCTION (DBA)
 21830 INDUSTRIAL COURT
 ROGERS MN 55374
 United States

KINGHORN COMPANY, INC.
 11149 5TH ST
 HANOVER MN 55341
 United States

Project Billing Summary (excl. tax)

Cust. PO # (Ref Only)
 Customer Project Name CITY OF HANOVER 6/28/17
 OE Number 17-015996-10
 Contact Name: GRADY KINGHORN

Total Project Amount (incl. freight) 157,658.00
 Total Billed To Date 155,962.05
 Subtotal Of this Invoice (incl. freight) 1,697.02
 Balance to Finish Billing -1.00

General Information

Ship Date 11/20/2017
 Tax Status Taxable

Payment Terms .5%10D, Net 30
 Invoice Due Date 12/21/2017
 Cash Discount if Received by 12/01/2017
 Cash Discount Amount 2.74

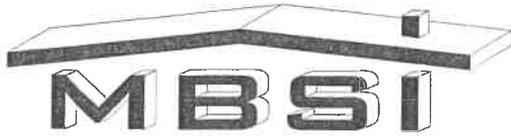
Item/Description	Part #	Order #	Quantity		
MISCELLANEOUS PRODUCT	PRMISC	17-015996-10	.01	1.00	0.01
PANLASTIC W/CUBE 1/4 X 40, 565BC.12-1965	0025390	17-015996-10	5	4.90	24.50
LOCKSEAM PLUG	0560158	17-015996-10	4	0.97	3.88
1/4-14X3/4 TORX T-30 SDS CLR CODE 103 C	0097364	17-015996-10	170	0.10	17.00
PAINT PENS- COOL COLONIAL RED (444V10	0044550	17-015996-10	1	5.14	5.14
FOIL PACK PANLASTIC W/CUBES - 265BC.12	0025392	17-015996-10	6	3.06	18.36
GABLE TRIM - FEMALE (MR24)	MRGT20R	17-015996-10	4	41.79	167.16
GABLE TRIM - FEMALE LEFT HANDED MR24	MRGTL20L	17-015996-10	4	41.79	167.16
0630312 - 2" WALL ADAPTER 122	WA10A	17-015996-10	16	9.11	145.76

Thank You for Your Business
 If you have any questions please contact your Project Manager:
 SUE ELLEN LUNDIN-NIENOW
 Phone: 1-816-968-4744 Email: SEllenLundin@butlermfg.com

Please remit to: Butler Manufacturing
 a division of BlueScope Buildings
 North America, Inc.
 27440 Network Place
 Chicago, IL 60673-1274

Online Payment Option at: www.mybuildernet.com

SUBTOTAL	548.97
FREIGHT (Taxable)	1,148.05
TAX 7.52%	127.70
County: HENNEPIN	0.65% 11.06
State: MN	6.88% 116.64
INVOICE TOTAL USD	\$1,824.72
PAYMENTS / ADJUSTMENTS	0.00
BALANCE DUE USD	\$1,824.72



METRO BUILDING SYSTEMS, INC.

4401 - 85th Avenue North, Ste 202
 Minneapolis, Minnesota 55443
 Phone 763.424.2400 Fax 763.424.2410
 www.metrobuildingsystems.com

INVOICE

Customer		Invoice #	
Name	City of Hanover	Invoice #	217133-01
Company	Kinghorn Construction Grady	Date	11-14-2017
Address	21880 Industrial Court	Your P.O. #	Text 10-14-2017
City	Rogers State MN ZIP 55374	MBSI #	217133
Tel	763-428-8088	FOB	office
Fax	glkinghorn@kinghornconstruction.com	Term	Upon Receipt

Qty	Description	Unit Price	Total
432	MR-24 High profile concealed fastener roof clips	\$1.38	\$ 596.16
	MR-24 Roof clips as per Brandon with PSBI and by direction of Kinghorn P.M. for the City of Hanover project.		
	Shipping includes crating charge.		

05- MISC

Additional Notes

Any discrepancies to this invoice must be received within 7 days. Past due invoices will be charged at 1.5% per month.

Thank You! For choosing Metro Building Systems, Inc. for your construction needs.

Sub Total	\$	596.16
Shipping & Handling	\$	416.79
6.88% State Tax	\$	40.99
Local Tax	\$	
TOTAL	\$	1,053.94

Office Use Only:



Butler Manufacturing
 1540 Genessee Street
 Kansas City, MO 64102
 (816) 968-3000

Invoice Date	11/06/2017
Invoice Number	795908
Order Number	227590
Page	1 of 1

Butler Manufacturing, a division of BlueScope Buildings North America, Inc.

Customer Account # 202205319 Location # 263136

Attn: Accounts Payable
 KINGHORN COMPANY, INC.
 KINGHORN CONSTRUCTION (DBA)
 21830 INDUSTRIAL COURT
 ROGERS MN 55374
 United States

06-000

KINGHORN COMPANY, INC.
 21830 INDUSTRIAL COURT
 ROGERS MN 55374
 United States

Project Information Project Billing Summary (excl. tax)

Cust. PO # (Ref Only)	HANOVER PUBLIC WORKS	Total Project Amount	470.00
Customer Project Name		Total Billed To Date	0.00
OE Number		Subtotal Of this Invoice	450.00
Contact Name:		Balance to Finish Billing	20.00

General Information

Ship Date	09/07/2017	Payment Terms	Net 30 Days
Tax Status	Taxable	Invoice Due Date	12/06/2017
		Cash Discount if Received by	
		Cash Discount Amount	

Item/Description	Part #	Order #	Quantity	Item Price	Total Price
MR-24 SEAMER RH (M10) (RR# 027850)-LEA		227590	1	450.00	450.00

SERIAL # 3403

Thank You for Your Business

Please remit to: Butler Manufacturing
 a division of BlueScope Buildings
 North America, Inc.
 27440 Network Place
 Chicago, IL 60673-1274

Online Payment Option at: www.mybuildernet.com

SUBTOTAL	450.00
FREIGHT	0.00
TAX 7.52%	33.86
County: HENNEPIN	0.65% 2.93
State: MN	6.88% 30.93
INVOICE TOTAL USD	\$483.86
PAYMENTS / ADJUSTMENTS	0.00
BALANCE DUE USD	\$483.86



Butler Manufacturing
 1540 Genessee Street
 Kansas City, MO 64102
 (816) 968-3000

Invoice Date	10/30/2017
Invoice Number	795748
Order Number	227754
Page	1 of 1

Butler Manufacturing, a division of BlueScope Buildings North America, Inc.

Customer Account # 202205319 Location # 263136

Self No.	Ship To:
Attn: Accounts Payable KINGHORN COMPANY, INC. KINGHORN CONSTRUCTION (DBA) 21830 INDUSTRIAL COURT ROGERS MN 55374 United States	KINGHORN COMPANY, INC. 21830 INDUSTRIAL COURT ROGERS MN 55374 United States

06-000

Project Information	Project Billing Summary (excl. tax)
Cust. PO # (Ref Only) HANOVER,MN Customer Project Name OE Number Contact Name:	Total Project Amount 626.00 Total Billed To Date 0.00 Subtotal Of this Invoice 770.00 Balance to Finish Billing -144.00

General Information	
Ship Date 09/21/2017 Tax Status Taxable	Payment Terms Net 30 Days Invoice Due Date 11/29/2017 Cash Discount if Received by Cash Discount Amount

Item/Description	Part #	Order #	Quantity	Item Price	Total Price
VSR II/SLR Seamer-Leased		227754	1	770.00	770.00

VSR II SEAMER TOOL RENTAL DI-10455
 LEASE PERIOD 10/6/2017 TO 10/27/2017
 RETURNED 10/27/2017

Thank You for Your Business

Please remit to: Butler Manufacturing
 a division of BlueScope Buildings
 North America, Inc.
 27440 Network Place
 Chicago, IL 60673-1274

Online Payment Option at: www.mybuildernet.com

SUBTOTAL	770.00
FREIGHT	0.00
TAX 7.52%	57.94
County HENNEPIN 0.65%	5.01
State MN 6.88%	52.93
INVOICE TOTAL USD	\$827.94
PAYMENTS / ADJUSTMENTS	0.00
BALANCE DUE USD	\$827.94



Quality Cutting & Coring, Inc.

1471 91st Ave. N.E., Blaine, MN 55449
763-785-9605 Office / 763-767-8525 Fax / office@qualitycutting.net
www.qualitycutting.net / Union Contractor
An Affirmative Action, Equal Employment Opportunity Employer

B I D M E M O R A N D U M – R E V I S I O N 1

Registered DBE w/ MnUCP, Woman Owned TGB w/ State of MN & S/WBE w/ CERT

By: Rod Landrus, Vice-President
Robert Spolarich, Estimator/Project Manager
Bob White, Estimator/Project Manager
Date: November 28, 2017
Location: City of Hanover
Hanover, MN
Contractor: Kinghorn Company
Grady Kinghorn
Phone: 763-286-9707
Email: GLKinghorn@kinghornco.com

06-000

WORK TO BE COMPLETED: Sonar to be completed by GC.

Wall saw as laid out by GC with no overcuts at corners, demo and haul debris to dumpster provided by GC for 1 - 24" x 24" x up to 12" thick precast wall opening located 8-10ft. above finished floor during one mobilization on regular hours. No structural included.

Bid Price \$1,285.00

Core drill as laid out by GC for 4 – 4 ½" diameter x up to 12" thick precast wall holes located 10ft. above finished floor during same mobilization on regular hours.

Bid Price \$388.00

\$ 1673.00

***NOTE: As of 11/28/17, this job is scheduled for Thursday, November 30th. Please call our office direct to confirm.**

EXCEPTIONS/TERMS & CONDITIONS:

- All work to be performed is based on regular hour pricing, unless otherwise specified above.
- Any variations on above dimensions will alter bid pricing.
- Hourly rate starts from the time employees leave the shop until the time that they return to the shop.
- General contractor is responsible for all layout of work and must be completed PRIOR to start of job.
- Quality Cutting & Coring, Inc. is not responsible for the cutting of any lines/grade beams/etc. that are located in the concrete/asphalt or below, i.e. power, phone, electrical, fuel, conduit, hydraulic, etc. and will not be held liable for repair of any such lines/beams. All lines should be sufficiently buried below grade and GC is responsible for having a ground penetrating radar and/or electro magnetic induction scan or locates done on the areas if there is any concern over such lines/beams. Agreement to above pricing constitutes agreement of this condition.
- All structural engineering issues will be handled solely by General Contractor.
- General Contractor to provide reasonable access to work area and to minimize mobilizations and down time.
- No temporary or permanent shoring, lintels or covers for openings are included.
- No removal of concrete/debris/slurry is included in this proposal, unless specified above.

AUTHORIZATION:

By signing and dating below, I hereby authorize Quality Cutting & Coring, Inc. to complete the work indicated above, at the price(s) quoted above. I agree with all exceptions/terms & conditions.

Signature

Date

Upon execution, please return Memorandum via email to office@qualitycutting.net or facsimile to 763-767-8525.

cc: tlb

APPLICATION AND CERTIFICATION FOR PAYMENT

DOCUMENT G702

TO OWNER: City of Hanover
11250 5th St NE
Hanover, MN 55341

PROJECT: Hanover Public Works
11149 5th St NE
Hanover MN 55341

APPLICATION NO : 17-3-814-00001
APPLICATION DATE : 10/25/2017

MIDWEST INVOICE#
7672

FROM CONTRACTOR: Midwest Landscapes, Inc
6221 Oakwood Ave NE
Otsego, MN 55330-0078

ARCHITECT: *w/c = 1000.00*

PERIOD TO: 10/31/2017
PROJECT NO.: 17-3-814
CONTRACT DATE :

DISTRIBUTION TO:
OWNER
ARCHITECT
CONTRACTOR
CONST'N MGR
OTHER

CONTRACT FOR:

CONTRACTOR'S APPLICATION FOR PAYMENT

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

1. ORIGINAL CONTRACT SUM	44,512.00
2. Net Change By Change Orders	0.00
3. CONTRACT SUM TO DATE (Line 1 + Line 2)	44,512.00
4. TOTAL COMPLETED AND STORED ITEMS (Column G on G703)	1,000.00
5. RETAINAGE	
a. 5.00% of Completed Work	50.00
b. of Stored Materials	
Total Retainage (Line 5a + Line 5b, or Total of Column I on G703)	50.00
6. TOTAL EARNED LESS RETAINAGE (Line 4 less Line 5 Total)	950.00
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	0.00
8. CURRENT PAYMENT DUE	950.00
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	43,562.00

32-000

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

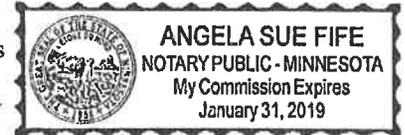
CONTRACTOR: Midwest Landscapes, Inc State of: Minnesota
County of: Wright

By: *Scott Marotz*

Subscribed and sworn to (or affirmed) before me on this
25th day of October, 2017

by (Name of Signer): Scott Marotz

proved to me on the basis of satisfactory evidence to be the person(s) who appeared before me.



A. Fife
Signature of Notary Public

ARCHITECT'S CERTIFICATE FOR PAYMENT

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

AMOUNT CERTIFIED \$ _____

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

By: _____ Date: _____

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

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

CONTINUATION SHEET

DOCUMENT G703

APPLICATION NO:17-3-814-00001

APPLICATION DATE :10/25/2017

PERIOD TO:10/31/2017

PROJECT NO.:17-3-814

MIDWEST INVOICE#

7672

A Item #	B Description of Work	C Scheduled Value	D Work Completed		F Materials Presently Stored	G Total Completed and Stored To Date		H Balance to Finish	I Retainage
			From Previous Application(s)	This Period			%		
-800-00	Irrigation at above location	8,100.00		1,000.00		1,000.00	12.35	7,100.00	50.00
-900-00	Landscaping at above location	36,412.00						36,412.00	

Totals		44,512.00		1,000.00		1,000.00	2.25	43,512.00	50.00
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APPLICATION AND CERTIFICATION FOR PAYMENT

DOCUMENT G702

TO OWNER: City of Hanover
11250 5th St NE
Hanover, MN 55341

PROJECT: Hanover Public Works
11149 5th St NE
Hanover MN 55341

APPLICATION NO : 17-3-814-00003
APPLICATION DATE : 11/22/2017

MIDWEST INVOICE#
7828

FROM CONTRACTOR: Midwest Landscapes, Inc
6221 Oakwood Ave NE
Otsego, MN 55330-0078

ARCHITECT:

w/c = 18,122.00

PERIOD TO: 11/30/2017
PROJECT NO.: 17-3-814
CONTRACT DATE:

DISTRIBUTION TO:
OWNER
ARCHITECT
CONTRACTOR
CONST'N MGR
OTHER

CONTRACT FOR:

CONTRACTOR'S APPLICATION FOR PAYMENT

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

1. ORIGINAL CONTRACT SUM	44,512.00
2. Net Change By Change Orders	0.00
3. CONTRACT SUM TO DATE (Line 1 + Line 2)	44,512.00
4. TOTAL COMPLETED AND STORED ITEMS (Column G on G703)	19,122.00
5. RETAINAGE	
a. <u>5.00 %</u> of Completed Work	956.10
b. of Stored Materials	
Total Retainage (Line 5a + Line 5b, or Total of Column I on G703)	956.10
6. TOTAL EARNED LESS RETAINAGE (Line 4 less Line 5 Total)	18,165.90
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	950.00
8. CURRENT PAYMENT DUE	17,215.90
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	26,346.10

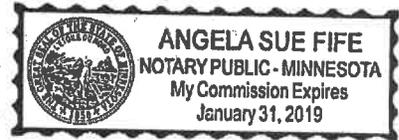
32-000

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

CONTRACTOR: ~~Midwest Landscapes, Inc~~ State of: _____ County of: _____

By: _____
Subscribed and sworn to (or affirmed) before me on this 22nd day of November, 2017
by (Name of Signer:) Angie Fife

proved to me on the basis of satisfactory evidence to be the person(s) who appeared before me.



Angie Fife
Signature of Notary Public

ARCHITECT'S CERTIFICATE FOR PAYMENT

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

AMOUNT CERTIFIED \$ _____

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

By: _____ Date: _____

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

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

CONTINUATION SHEET

DOCUMENT G703

APPLICATION NO.:17-3-814-00003

APPLICATION DATE :11/22/2017

PERIOD TO:11/30/2017

PROJECT NO.:17-3-814

MIDWEST INVOICE#

7828

A Item #	B Description of Work	C Scheduled Value	D Work Completed		E Materials Presently Stored	G Total Completed and Stored To Date		H Balance to Finish	I Retainage
			From Previous Application(s)	This Period			%		
-800-00	Irrigation at above location	8,100.00	1,000.00	7,100.00		8,100.00	100.00		405.00
-900-00	Landscaping at above location	36,412.00		11,022.00		11,022.00	30.27	25,390.00	551.10

Totals		44,512.00	1,000.00	18,122.00		19,122.00	42.96	25,390.00	956.10
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REQUEST FOR PAYMENT

From: Neo Electrical Solutions, LLC
 2365 Willis Miller Drive
 Hudson, WI 54016

To: Kinghorn Construction
 21830 Industrial Ct.
 Rogers, MN 55374

Invoice: 3961
 Draw: 29
 Invoice date: 11/20/2017
 Period ending date: 11/20/2017

26-000

Contract For:

Request for payment:

Original contract amount	\$117,900.00	
Approved changes	\$0.00	
Revised contract amount		\$117,900.00
Contract completed to date		\$100,000.00
Add-ons to date	\$0.00	
Taxes to date	\$0.00	
Less retainage	\$5,000.00	
Total completed less retainage		\$95,000.00
Less previous requests	\$47,500.00	
Current request for payment		\$47,500.00
Current billing		\$50,000.00
Current additional charges	\$0.00	
Current tax	\$0.00	
Less current retainage	\$2,500.00	
Current amount due		\$47,500.00
Remaining contract to bill	\$22,900.00	

Project: C17037
 Hanover Public Works

Contract date: 6/28/2017

Architect:

Scope:

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Changes approved in previous months by Owner		
Total approved this Month		
TOTALS		
NET CHANGES by Change Order		

w/c

Ref

Pay \$47,500.00

I hereby certify that the work performed and the materials supplied to date, as shown on the above represent the actual value of the accomplishment under the terms of the Contract (and all authorized changes thereof) between the undersigned and the Kinghorn Construction relating to the above referenced project. I also certify that the contractor has paid all amounts previously billed and paid by the owner.

CONTRACTOR: Neo Electrical Solutions, LLC

By: Chris Williams

Date: 11/20/17

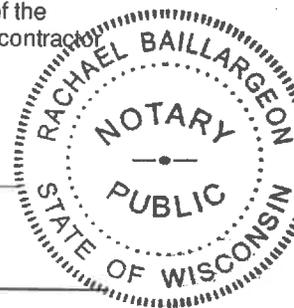
State Of Wisconsin

County Of St. Croix

Subscribed and sworn to before me this 20 day of November, 2017

Notary Public Rachael Baillargeon

My commission expires: March 7, 2020



REQUEST FOR PAYMENT DETAIL

Project: C17037 / Hanover Public Works

Invoice: 3961

Draw: 29

Period Ending Date: 11/20/2017 Detail Page 2 of 2 Pages

Item ID	Description	Unit of Measure	CONTRACTED			CURRENT		TOTAL TO DATE		Units to Finish
			Bid Quantity	Unit Price	Amount	Quantity	Amount	Quantity	Amount	
00000000	Electrical Base Bid				117,900.00		50,000.00		100,000.00	

Totals				117,900.00		50,000.00		100,000.00	
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RTS Mechanical LLC
 725 Tower Drive
 Hamel, MN 55340

Invoice

Date	Invoice #
12/7/2017	830

Bill To
Kinghorn Company 21830 Industrial Court Rogers, MN 55374

23-000

P.O. No.	Terms	Due Date	Account #	Project	Job Number
	Due on receipt	12/7/2017	022412	2530 RS - Hanover Public W...	
Description					Amount
Progress billing for work completed through November					45,565.00
Thank you for your business.					Total \$45,565.00

Schedule Of Values

RTS Mechanical LLC
725 Tower Drive
Hamel, MN 55340

Hanover Public Works
Hanover, MN 55340

Construction Manager Kinghorn Construction
Application Number: Two
Application Date: 12/7/2017

Item #	Description of Work	Scheduled Value	Draw Request			Total Completed	% Complete	Balance Remaining	5% Retainage
			Draw #1	Draw #2	Draw #3				
1	Permit	\$1,500.00	\$1,500.00			\$1,500.00	100%		\$75.00
2	ACE Supply (Dustwork, GRD's, hangers,bath fans)	\$3,500.00	\$2,250.00	\$1,250.00		\$3,500.00	100%		\$175.00
3	North Central Fabrications (Ductwork)	\$3,750.00	\$1,800.00	\$1,000.00		\$2,800.00	75%	\$950.00	\$140.00
4	Walters Climate, Inc. (MUA, Infra-reds, Fans)	\$28,500.00	\$28,500.00			\$28,500.00	100%		\$1,425.00
5	Auer Steel (Furance and A/C)	\$2,500.00		\$2,500.00		\$2,500.00	100%		\$125.00
6	SPS Companies (Gas Pipe)	\$2,465.00		\$2,465.00		\$2,465.00	100%		\$123.25
7	Neo Electric (Controls wiring)	\$900.00						\$900.00	
8	Lindell Engineering (Mechanical Drawing)	\$1,100.00	\$1,100.00			\$1,100.00	100%		\$55.00
9	Misc shop supplies	\$2,400.00	\$550.00	\$1,850.00		\$2,400.00	100%		\$120.00
10	Labor	\$52,850.00	\$11,300.00	\$36,500.00		\$47,800.00	90%	\$5,050.00	\$2,390.00
	TOTALS:	\$99,465.00	\$47,000.00	\$45,565.00		\$92,565.00	93%	\$6,900.00	\$4,628.25



Steinbrecher Painting Company

1408 7th Street North
PO Box 159
Princeton MN 55371
(763) 389-3887

License:

Owner: Kinghorn Company
21830 Industrial Blvd
Rogers MN 55374

Job Location: Hanover Public Works
11149 5th Street NE
Hanover MN 55341

09-000

Progress Billing

Application: 1

Period: 11/30/2017

Application For Payment On Contract

Original Contract.....		29,850.00
Net Change by Change Orders.....		0.00
Contract Sum to Date.....		29,850.00
Total Complete to Date.....	W/C	4,600.00
Total Retained.....	Ret	230.00
Total Earned Less Retained.....		4,370.00
Less Previous Billings.....		0.00
Current Payment Due.....	Pay	4,370.00
Balance on Contract.....		25,480.00

Contractor's Certification of Work

The undersigned contractor certifies that, to the best of the contractor's knowledge, the work on the above named job has been completed in accordance with the plans and specifications to the level of completion indicated on the attached schedule of completion.

Contractor: Ni Ni Date: 11-27-17

Terms: Invoices are due and payable 30TH from the date of invoice. All overdue amounts will be charged a service charge of 0.00 % per anum. Please make checks payable to: Steinbrecher Painting Company.

Thank you for your prompt payment.

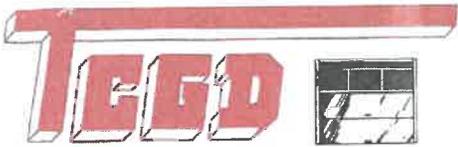
PROGRESS BILLING

Application: 1

Period: 11/30/2017

Schedule of Work Completed

Description of Work	Scheduled	Changes	Contract	Previous	Current Comp.	Stored Mat.	Total Comp.	%	Balance	Retained
Materials	7,462.00		7,462.00		1,150.00		1,150.00	15.41	6,312.00	57.50
Labor	22,388.00		22,388.00		3,450.00		3,450.00	15.41	18,938.00	172.50
Totals:	29,850.00		29,850.00		4,600.00		4,600.00	15.41	25,250.00	230.00



TWIN CITY GARAGE DOOR CO.

REMIT TO: MINNEAPOLIS ADDRESS

INVOICE NO.

5601 Boone Ave. N., Minneapolis, MN 55428
 (763) 533-3838 FAX (763) 533-9704

486791

1172 East Cliff Rd, Burnsville, MN 55337
 (952) 894-8500 FAX (952) 894-8502

2963 Yorkton Blvd., Suite F, Little Canada, MN 55117
 (651) 641-0420 FAX (651) 487-6107

EEO/AA EMPLOYER

P.O. # _____ W-PH **763-428-8088** H-PH _____ Date **11/20/17**

B I L L T O	065100211 KINGHORN CONSTRUCTION 21830 INDUSTRIAL COURT ROGERS, MN 55374	S H I P T O	CITY OF HANOVER PUBLIC WORKS COUNTY 19 AND 5TH STREET (DOWNTOWN HANOVER) HANOVER, MN 55341
----------------------------	--	----------------------------	---

SOLD BY DSAFFRIN	CASH	CHARGE X	INSTALLED X	NOT INSTALLED	CODE 19487	DEPARTMENT NEW HOPE CI
----------------------------	------	--------------------	-----------------------	---------------	----------------------	--

QTY	DESCRIPTION	AMOUNT
3	20'2"X16 3" ES 3" SR	
1	16'2X16 3" ES 3" SR	
4	GT50-11-16, LS	
6	894LT TRANSMITTERS	
<p style="font-size: 2em; opacity: 0.5;">08-000</p>		

TERMS: NET 30 WITH APPROVED CREDIT. A SERVICE CHARGE OF 1½% WILL BE ADDED TO ALL INVOICES 30 DAYS OR OLDER.
THANK YOU!

PARTS	
OTHER	27000 00
TAX	
LABOR	
<i>WJC</i>	27000 00

CUSTOMER COPY

APPLICATION and CERTIFICATE for PAYMENT

To: Kinghorn Construction
21830 Industrial Court
Rogers, MN 55374

Project: City of Hanover Public Works
County 19 and 5th Street
Hanover, MN 55341

Application No: 1

App. Date: November 20, 2017

Period to: November 20, 2017

Project No:

Contract Date: June 28, 2017

Distribution to:

- OWNER
- CONSTRUCTION MGR.
- ARCHITECT
- CONTRACTOR
- OTHER

From: Twin City Garage Door Company
5601 Boone Avenue North
New Hope, MN 55428

Contract For: Commercial Garage Doors

Via Architect:

CONTRACTOR'S APPLICATION FOR PAYMENT

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

1. ORIGINAL CONTRACT SUM	27,000.00
2. Net Change By Change Orders	
3. CONTRACT SUM TO DATE	27,000.00
4. TOTAL COMPLETED AND STORED TO DATE	27,000.00
5. RETAINAGE:	
a. of Completed Work	1,350.00
b. of Stored Material	0.00
TOTAL RETAINAGE	1,350.00
6. TOTAL EARNED LESS RETAINAGE	25,650.00
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT	
8. CURRENT PAYMENT DUE	25,650.00
9. BALANCE TO FINISH, INCLUDING RETAINAGE	1,350.00

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

CONTRACTOR: Twin City Garage Door Company
By: Sandra Couet Date: November 20, 2017
Sandra Couet Commercial Project Assistant
State of: Minnesota County of: Hennepin

Subscribed and sworn before me this 20th day of November, 2017

Sandra Couet Commercial Project Assistant personally appeared before me, the undersigned notary public, and provided satisfactory evidence of identification to be the person who signed this document in my presence and swore or affirmed to me that the contents of this document are truthful and accurate to the best of his/her knowledge and

Notary Public: Kathryn J. Carter My Commission expires: 1-31-2020



ARCHITECT'S CERTIFICATE FOR PAYMENT

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

AMOUNT CERTIFIED _____

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

ARCHITECT:

By: _____ Date: _____

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

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

CAUTION: You should use an original document which has this caution printed in red. An original assures that changes will not be obscured as may occur when documents are reproduced.

Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification is attached.

Application No: 1

App. Date: November 20, 2017

Period to: November 20, 2017

Use Column I on Contracts where variable retainage for line items may apply.

Project No:

A Item #	B Description of Work	C Schedule of Values	D Work Completed		F Materials Stored & Used Prior + Current	G		H Balance to Finish	I Retainage
			From Previous Application(s)	This Period		Total Completed and Stored To Date	%		
1	Material	21,200.00		21,200.00		21,200.00	100.00	0.00	1,060.00
2	Labor	5,800.00		5,800.00		5,800.00	100.00	0.00	290.00
3									
4									
5									
6									
7									
8									
9									
10									

GRAND TOTAL: 27,000.00 27,000.00 27,000.00 100.00 0.00 1,350.00

A=Line Item Number B=Brief Item Description C=Total Value of Item D=Total of D and E From Previous Application(s) (If Any) E=Total Work Completed For This Application
 F=Materials Purchased and Stored for Project G=Total of All Work Completed and Materials Stored for Project H=Remaining Balance of Amount to Finish I=Amount Withheld from G



Corporate Headquarters
 723 Hadley Avenue North
 Oakdale, MN 55128
 651-735-2200
 Fax: 651-735-1800

Shipped From: Twin City Hardware - New Hope
 5650 International Parkway
 New Hope, MN 55428
 (763) 535-4660
 Fax: (763) 535-2005

INVOICE
 Invoice No: 908059
 Invoice Date: 11/06/17
 Page: 3
 TSCHMIDT

Sold CU102250
To: Kinghorn Company Inc
 21830 Industrial Court
 ROGERS, MN 55374
 USA

Ship HANOVER
To: HANOVER PUBLIC WORKS
 JOHN 763-286-9711
 11149 5TH STREET NE
 HANOVER, MN 55341

TCH Order No: SO708024
 Salesperson: Dylan Tarbert
 Slsp Phone: (763) 762-4866
 Slsp Email: dtarbert@tchco.com

Ship Date: 11/02/17
 Ship Code: Prepaid
 Ship Via: TCH
 Service Type: GROUND

Terms: NET 30
 Due Date: 12/06/17

Contract No./CO: /

Item	Description	U/M	Qty	B.O. Qty	Unit Price	Total Price
253385	KICK PLATE 10" X 34" US32D	Each	1	0	27.64	27.64
387250	F797B-17' SMOKE SEAL SELF ADH BLACK POLYPRENE	Each	1	0	13.35	13.35

08-000

PO No: HANOVER PUBLIC WORKS
Shipment
Tracking No:

Merch. Total: 10,557.80
 Freight Total: 0.00
 Subtotal: 10,557.80
 Total Sales Tax: 725.85

Your FINANCE CHARGE is computed by a single periodic rate of 1.5% which is an ANNUAL PERCENTAGE RATE of 18% applied to your "previous balance without deducting current payments and/or credits appearing on the face of this statement." Buyer expressly agrees to pay all of Seller's costs, expenses, and attorneys' fees incurred for enforcement of collection of any amount due Seller under this agreement.

www.tchco.com

Total (USD): 11,283.65



Corporate Headquarters
 723 Hadley Avenue North
 Oakdale, MN 55128
 651-735-2200
 Fax: 651-735-1800

Shipped From: Twin City Hardware - New Hope
 5650 International Parkway
 New Hope, MN 55428
 (763) 535-4660
 Fax: (763) 535-2005

INVOICE
Invoice No: 908059
Invoice Date: 11/06/17
 Page: 2
 TSCHMIDT

Sold CU102250
To: Kinghorn Company Inc
21830 Industrial Court
ROGERS, MN 55374
USA

Ship HANOVER
To: HANOVER PUBLIC WORKS
JOHN 763-286-9711
11149 5TH STREET NE
HANOVER, MN 55341

TCH Order No: SO708024
 Salesperson: Dylan Tarbert
 Slsp Phone: (763) 762-4866
 Slsp Email: dtarbert@tchco.com

Ship Date: 11/02/17
 Ship Code: Prepaid
 Ship Via: TCH
 Service Type: GROUND

Terms: NET 30
 Due Date: 12/06/17

Contract No./CO: /

Item	Description	U/M	Qty	B.O. Qty	Unit Price	Total Price
387275	R201A x 40" RAIN DRIP CAP ALUMINUM, 2-1/2" EXTENDED	Each	3	0	12.91	38.73
	105B,106					
206594	BB5-NRP-4.5X4.5-US32D HINGE MORTISE NRP	Each	6	0	22.40	134.40
408687	L9080Lx06Ax626 LESS CYLINDER LOCK MORT STOREROOM LEVER	Each	2	0	629.20	1,258.40
406676	CYL. FOR L SER. 1-1/8" C123 30-001-626-C123	Each	2	0	58.93	117.86
281011	LABOR MASTER KEY ALIKE STANDARD CYL	Each	2	0	6.44	12.88
477322	SC71xDSxALU (43014) CLOSER DEADSTOP	Each	2	0	151.20	302.40
253385	KICK PLATE 10" X 34" US32D	Each	2	0	27.64	55.28
387205	DS75C x 3070 JAMB WEATHERSTRIP ALUMINUM, VINYL 1/36" x 2/84"	SET	2	0	25.16	50.32
387465	S425A x 36" THRESHOLD, SADDLE ALUMINUM	Each	2	0	24.70	49.40
387100	377C x 36" SWEEP ALUMINUM, 3/4" VINYL	Each	2	0	13.08	26.16
387275	R201A x 40" RAIN DRIP CAP ALUMINUM, 2-1/2" EXTENDED	Each	2	0	12.91	25.82
	105A					
206594	BB5-NRP-4.5X4.5-US32D HINGE MORTISE NRP	Each	3	0	22.40	67.20
405480	ND10SxRHOx626 LOCK CYL PASSAGE LEVER	Each	1	0	344.93	344.93
477322	SC71xDSxALU (43014) CLOSER DEADSTOP	Each	1	0	151.20	151.20

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Corporate Headquarters
 723 Hadley Avenue North
 Oakdale, MN 55128
 651-735-2200
 Fax: 651-735-1800

Shipped From: Twin City Hardware - New Hope
 5650 International Parkway
 New Hope, MN 55428
 (763) 535-4660
 Fax: (763) 535-2005

INVOICE
Invoice No: 908059
Invoice Date: 11/06/17
 Page: 1
 TSCHEMIDT

Sold CU102250
To: Kinghorn Company Inc
21830 Industrial Court
ROGERS, MN 55374
USA

Ship HANOVER
To: HANOVER PUBLIC WORKS
JOHN 763-286-9711
11149 5TH STREET NE
HANOVER, MN 55341

TCH Order No: SO708024
 Salesperson: Dylan Tarbert
 Slsp Phone: (763) 762-4866
 Slsp Email: dtarbert@tchco.com

Ship Date: 11/02/17
 Ship Code: Prepaid
 Ship Via: TCH
 Service Type: GROUND

Terms: NET 30
 Due Date: 12/06/17

Contract No./CO: /

Item	Description	U/M	Qty	B.O. Qty	Unit Price	Total Price
	101,102,104,105B					
303675M	DOOR,STEEL,FSL,3070,NH,PS,86ED-L86STPT-LCO-6X27 1" -IG-INSTALL 18G,CR,FC,180M,GV	Each	4	0	497.34	1,989.36
	106					
303675M	DOOR,STEEL,FSL,3070,NH,PS,86ED-L86STPT 18G,CR,FC,180M,GV	Each	1	0	302.09	302.09
	105A					
303670M	DOOR,STEEL,FSL,3070,NH,PS,61L,-LCO-6X27 1"-IG-INST ALL 18G,CR,FC,180M,GV	Each	1	0	470.67	470.67
	101,101,104					
206594	BB5-NRP-4.5X4.5-US32D HINGE MORTISE NRP	Each	9	0	22.40	201.60
408687	L9080Lx06Ax626 LESS CYLINDER LOCK MORT STOREROOM LEVER	Each	3	0	629.20	1,887.60
406676	CYL. FOR L SER. 1-1/8" C123 30-001-626-C123	Each	3	0	58.93	176.79
281011	LABOR MASTER KEY ALIKE STANDARD CYL	Each	3	0	6.44	19.32
458222	6210 x 24VDC x FSE x US32D ELECTRIC STRIKE (028741-32)	Each	3	0	703.02	2,109.06
477322	SC71xDSxALU (43014) CLOSER DEADSTOP	Each	3	0	151.20	453.60
253385	KICK PLATE 10" X 34" US32D	Each	3	0	27.64	82.92
387205	DS75C x 3070 JAMB WEATHERSTRIP ALUMINUM, VINYL 1/36" x 2/84"	SET	3	0	25.16	75.48
387465	S425A x 36" THRESHOLD, SADDLE ALUMINUM	Each	3	0	24.70	74.10
387100	377C x 36" SWEEP ALUMINUM, 3/4" VINYL	Each	3	0	13.08	39.24

Transferred to page 2.....

Application and Certificate for Payment

Invoice #: 1025-P012747

To: City of Hanover
11250 5th St NE
Hanover, MN 55341-4101

Project: Hanover Public Works
11250 5th St NE
Hanover, MN 55341-4101

Application No: 2

Period From: 11/1/17

Period To: 11/30/17

From: Viking Automatic Sprinkler Company
301 York Avenue
St. Paul, MN 55130

Via: W/C = 16,524.00

Architects
Project No.:

Contract Date: 6/28/17

For: Fire Protection
014885

Customer
Contract No.:

Customer PO: Contract

CONTRACTOR'S APPLICATION FOR PAYMENT

CHANGE ORDER SUMMARY		ADDITIONS	DEDUCTIONS
Total change orders approved in previous months by Owner			
<i>Change orders approved this month</i>			
Number	Date Approved		
TOTALS this month			
NET CHANGES by Change Order			

21-000

Application is made for Payment, as shown below, in connection with the Contract. Continuation Sheet is attached. The present status of the account for this Contract is as follows:

- 1. ORIGINAL CONTRACT SUM \$ 24,300.00
- 2. Net change by Change Orders \$
- 3. CONTRACT SUM TO DATE \$ 24,300.00
- 4. TOTAL COMPLETED & STORED TO DATE \$ 19,440.00
- 5. RETAINAGE 5% \$ 972.00
- 6. TOTAL EARNED LESS RETAINAGE \$ 18,468.00
- 7. LESS PREVIOUS CERTIFICATES FOR PAYMENT \$ 2,770.20
- 8. CURRENT PAYMENT DUE \$ 15,697.80
- 9. BALANCE TO FINISH, INCLUDING RETAINAGE \$ 5,832.00

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

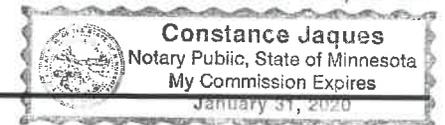
CONTRACTOR: Viking Automatic Sprinkler Company

By: [Signature] Date: November 20-2017

State of: MN County of: Lambert

Subscribed and sworn to before me this 20 day of Nov 2017

Notary Public:
My Commission Expires:



ARCHITECT'S CERTIFICATE FOR PAYMENT

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

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

AMOUNT CERTIFIED \$ 0.00

ARCHITECT:

By: _____ Date: _____

Application for Payment – Continuation

Invoice #: 1025-P012747

To: City of Hanover
 11250 5th St NE
 Hanover, MN 55341-4101

Project: Hanover Public Works
 11250 5th St NE
 Hanover, MN 55341-4101

Application No: 2

Item No. A	Description of Work B	Scheduled Value C	Work Completed		Stored Material F	Total Completed and Stored G=D+E+F	%	Balance to Finish H	Retainage I
			Previous Applications D	This Application E					
1	Base Contract	24,300.00	2,916.00	16,524.00		19,440.00	80.00	4,860.00	972.00
Totals		24,300.00	2,916.00	16,524.00		19,440.00	80.00	4,860.00	972.00

APPLICATION AND CERTIFICATION FOR PAYMENT

AIA DOCUMENT G702

PAGE ONE OF

PAGES

TO OWNER: Kinghorn Construction

PROJECT: Hanover Public Works

APPLICATION NO: 2

Distribution to:

OWNER
 ARCHITECT
 CONTRACTOR

FROM CONTRACTOR:

Voss Utility & Plumbing

PO Box 240

Hanover MN 55341

CONTRACT FOR:

VIA ARCHITECT:

22-000

PERIOD TO: 11/30/17

PROJECT NOS: W/C = 2110.00

CONTRACT DATE:

CONTRACTOR'S APPLICATION FOR PAYMENT

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

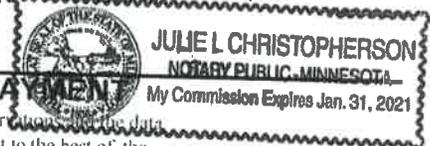
The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates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

1. ORIGINAL CONTRACT SUM	\$	35,790.00
2. Net change by Change Orders	\$	
3. CONTRACT SUM TO DATE (Line 1 ± 2)	\$	35,790.00
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)	\$	28,910.00
5. RETAINAGE:		
a. 5% of Completed Work (Column D + E on G703)	\$	1,445.50
b. % of Stored Material (Column F on G703)	\$	
Total Retainage (Lines 5a + 5b or Total in Column I of G703)	\$	1,445.50
6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total)	\$	27,464.50
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	\$	25,460
8. CURRENT PAYMENT DUE	\$	2,004.50
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	\$	8,325.50

CONTRACTOR:

By: Steven Voss Date: 11-27-17

State of: Minnesota County of: Wright
 Subscribed and sworn to before me this 20th day of November 2017
 Notary Public: [Signature]
 My Commission expires 1-31-21



ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observation and to the best of the Architect's knowledge, information and belief the Work has progressed as indicated. The quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$ _____

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

By: _____ Date: _____

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

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

CONTINUATION SHEET

AIA DOCUMENT G703

PAGE OF PAGES

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing Contractor's signed certification is attached.

APPLICATION NO: 2

APPLICATION DATE: 11/22/17

PERIOD TO: 11/30/17

In tabulations below, amounts are stated to the nearest dollar.

Use Column I on Contracts where variable retainage for line items may apply.

ARCHITECT'S PROJECT NO:

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		E THIS PERIOD	F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G		H BALANCE TO FINISH (C - G)	I RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)				TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G ÷ C)		
1	Plumbing	\$35,790.00	\$26,800.00		\$2,110.00		\$28,910.00	80.78%	\$6,880.00	\$1,445.50 \$0.00 \$0.00 \$0.00
GRAND TOTALS		\$35,790.00	\$26,800.00		\$2,110.00	\$0.00	\$28,910.00	80.78%	\$6,880.00	\$1,445.50

**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 19th day of December, 2017.

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 12-19-17-124

A RESOLUTION APPROVING 2018 FINAL BUDGET & LEVY

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Hanover, Minnesota hereby adopts the 2018 Final Budget as follows:

- City of Hanover General Fund Budget
 - General Government \$ 530,422
 - Public Safety \$ 486,280
 - Public Works \$ 450,997
 - Culture and Recreation \$ 55,900
 - Transfers Out \$ 0
 - Transit \$ 5,000
 - **Total** **\$ 1,528,599**

- Hanover EDA Budget \$ 50,000

- Veolia Budget \$ 87,900

BE IT FURTHER RESOLVED, that the City Council hereby levies the following sums of money, collectible 2018, upon the taxable property in the City of Hanover as follows:

- City of Hanover Levy \$ 1,544,804
- Hanover EDA Levy \$ 49,000

BE IT FURTHER RESOLVED, that the City Administrator is hereby instructed to transmit a certified copy of this Resolution to the Wright County Auditor.

Council members voting in favor:

Opposed or abstained:

Adopted by the city Council this 19th day of December, 2017.

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator

FINAL LEVY CERTIFIED

**STATE of MINNESOTA
COUNTY of WRIGHT
CITY OF HANOVER**

Return by: December 29, 2017
City Taxes Voted

To the Auditor of Wright County: I hereby certify that the Council for the City of Hanover, County of Wright, Minnesota, did at a meeting on December 19, 2017 levy the following amount to be raised by taxation for the City of Hanover for the payable year 2018.

2018 Preliminary

2018 Final

2018 Budget Requirement	2018 LGA	2018 Other Resources	2018 Tax Levy	# Fund	2018 Budget Requirement	2018 LGA	2018 Other Resources	2018 Certified Levy
1,219,047	117,651	219,934	881,462	5 Rev	1,219,034	117,651	219,934	881,449
309,565	39,000	140,661	129,904	7 Fire Prot.	309,565	39,000	140,661	129,904
303,500		22,929	280,571	19 Debt Services	303,500		22,929	280,571
252,880			252,880	26 Capital Improv.	252,880			252,880
2,084,992	156,651	383,524	1,544,817	Total	2,084,979	156,651	383,524	1,544,804

Dated this ____ day of December, 2017.

Brian Hagen, City Administrator

FINAL LEVY CERTIFIED

**STATE of MINNESOTA
COUNTY of WRIGHT
HANOVER EDA**

Return by: December 29,2017
District Taxes Voted

To the Auditor of Wright County: I hereby certify that the Hanover City Council, on behalf of the **Board for the Hanover EDA**, County of Wright, Minnesota, did at a meeting on December 19, 2017 levy the following amount to be raised by taxation for the City of Hanover for the payable year 2018.

2018 Preliminary

2018 Final

2018 Budget Requirement	2018 LGA	2018 Other Resources	2018 Tax Levy	# Fund	2018 Budget Requirement	2018 LGA	2018 Other Resources	2018 Certified Levy
50,000		1,000	49,000	5 Administration	50,000		1,000	49,000
50,000	0	1,000	49,000	Total	50,000	0	1,000	49,000

Dated this ____ day of December, 2017.

Brian Hagen, City Administrator

FINAL LEVY CERTIFIED

Bond Register/Debt Levy Supplement

Bond Issues	Original Principal	Date Issued	Paid by Levy Dollars (Y/N)	Debt Levy per Issued Bond for Pay 2018	Reductions to Levied Amount	Certified Debt Levy 2018
GO Wastewater Treatment Note - Mn PFA	\$1,909,275	1999	N	\$0.00	\$0.00	\$0.00
GO Improvement Plan Refunding	\$660,000	2008	Y	\$41,254.50	\$0.00	\$41,254.50
GO Improvement Refunding	\$231,000	2009	Y	\$0.00	\$0.00	Paid off Early
GO Equipment Certificates of Indebtedness	\$350,920	2010	Y	\$0.00	\$0.00	Paid off Early
GO Improvement Crossover Refunding	\$1,225,000	2011	Y	\$134,080.48	\$0.00	\$134,080.48
GO Bond	\$1,535,000	2016	Y	\$105,236.25	\$0.00	\$105,236.25
Total	\$4,001,920			\$280,571	\$0.00	\$280,571.23

* Reductions include assessments still being received under the 2006A bond, which was paid off through this refunding bond. Those assessments are being applied here.

I hereby certify that the above schedule of bond levies to be spread on payable 2018 tax rolls agrees with your records and is true and correct. Copies of any resolutions which increase or reduce these levies are attached.

Dated this _____ day of December, 2017.

Brian Hagen, City Administrator

**Final Levy Certification
2018 Revenue Budget**

Account	Description	Category	2012 Actual	2013 Actual	2014 Actual	2015 Actual	2016 Actual	06-31-17 Actual	2017 Budget	% of Budget	2018 Budget	% Change	Comments
100-31000	Property Taxes - City	TAXES	957,722	981,814	940,618	1,026,640	783,871	458,692.08	830,524		881,449		
100-31020	Property Taxes - Fire Dept	TAXES	96,217	95,882	99,864	95,624	112,838	55,600.00	111,200		129,904		
100-31800	Franchise Fees	TAXES	8,096	14,452	12,194	13,150	14,500	11,766.34	12,000		15,000		
	Total Taxes		1,062,035	1,092,148	1,052,676	1,135,414	911,209	526,058	953,724	55%	1,026,353	8%	
100-32110	Alcoholic Beverages	LIC PERM	10,387	10,305	10,370	10,370	10,420	10,420	10,370		10,370		5 Liquor License Renewals
100-32180	Other Bus. Lic. & Permits	LIC PERM	650	1,561	700	362	482	2,670	100		400		Utility Permits/Solicitors License
100-32210	Building Permits	LIC PERM	77,849	190,003	154,881	139,675	180,198	64,442	50,000		140,000		
100-32240	Animal Licenses	LIC PERM	240	340	120	260	200	100	100		100		
100-32260	Solid Waste Hauler Licenses	LIC PERM	400	3,000	1,000	500	1,500	1,500	1,500		1,500		
100-32270	Rental Dwelling Licenses	LIC PERM	1,105	-	1,050	-	1,215	90	0		800		
100-32280	Other Non-Bus. Lic. & Permits	LIC PERM	374	74	37	45	55	41	50		50		Burn Permits
	Total Lic Perm		91,005	205,283	168,158	151,212	194,070	79,263	62,120	128%	153,220	147%	
100-33400	State Grants and Aid	INTGOVT	-	-	2,915	38,757	-	12,591	-		-		
100-33401	Local Gov't Aid (LGA)	INTGOVT	63,203	63,203	100,494	105,859	107,496	54,085	108,169		117,651		estimate
100-33410	MV Credit	INTGOVT	-	-	1,297	1,866	1,697	792	-		-		
100-33420	PERA Aid	INTGOVT	339	339	339	339	339	170	339		339		
100-33422	State Fire Aid	INTGOVT	24,521	34,204	36,371	42,219	39,121	43,018	36,000		39,000		estimate
100-33426	State Police Aid	INTGOVT	4,542	5,057	5,265	5,566	5,729	5,911	5,500		5,500		estimate
100-33610	County Grants/Aid for Roads	INTGOVT	-	-	14,488	13,342	-	-	-		-		
	Total Intgovt		92,605	102,803	161,169	207,947	154,382	116,566	150,008	78%	162,490	8%	
100-34000	Charges for Service	SERVICE	-	-	16,643	-	-	-	-		-		
100-34101	City Hall Rentals	SERVICE	5,050	4,800	6,700	8,915	8,315	8,605	9,175		10,000		
100-34107	Assessment Searches	SERVICE	375	725	350	475	400	475	400		400		
100-34108	Administrative Fees	SERVICE	1,346	1,402	2,710	2,447	2,433	3,000	1,500		2,000		
100-34109	Copies/Faxes	SERVICE	104	76	83	15	127	23	50		75		
100-34206	Other Public Safety Charges	SERVICE	-	-	-	-	250	-	-		-		Fire Emergency Services Fees
100-34207	Fire Protection	SERVICE	102,210	102,210	105,899	107,464	104,785	70,983	114,325		140,661		
100-34403	Recycling Rev/Reimb	SERVICE	3,494	8,264	26	6,902	6,372	5,682	6,000		6,000		
100-34780	Park Shelter Rental Fees	SERVICE	2,571	2,351	3,013	2,805	2,687	2,220	3,000		3,000		
100-34940	Cemetery Revenues	SERVICE	2,000	-	2,950	1,950	3,700	6,050	2,000		2,000		
	Total Service		117,159	119,827	138,374	130,973	128,819	97,288	136,450	71%	164,136	20%	
100-35100	Court Fines	FINES	861	1,420	315	2,643	2,254	3,915	2,000		2,000		
	Total Fines		861	1,420	315	2,643	2,254	3,915	2,000	196%	2,000	0%	
100-36100	Special Assessments	MISC	-	951	54	429	2,013	428	740		500		Lawn Mowing assessed
100-36200	Misc Revenues	MISC	5,355	67,479	2,592	13,012	10,454	1,115	900		900		Payment from Corcoran for FD assist for triathlon/supplies for HHF
100-36210	Interest Earnings	MISC	9,074	4,476	(528)	36,318	16,286	4,213	3,000		3,000		
100-36215	Investment Income/Loss	MISC	-	-	7,518	(100)	(1,872)	(936)	6,000		6,000		
100-36218	Grants	MISC	2,799	1,205	-	6,280	-	-	-		-		
100-36230	Contributions & Donations	MISC	5,096	2,742	2,075	8,597	6,000	2,425	3,600		2,000		Park Board Events
100-36235	Insurance Dividends	MISC	10,241	7,094	5,123	11,500	12,801	-	8,000		8,000		
100-36250	Damage Deposits	MISC	6,934	6,291	7,441	6,501	100	-	-		-		Moved to GL
100-36260	Refunds or Reimbursements	MISC	-	-	-	-	4	169	-		-		
100-36291	Sale of Vehicles/Equipment	MISC	3,300	1,300	100	-	1,702	773	-		-		
100-39101	Sales of General Fixed Assets	MISC	-	-	-	-	120,917	-	-		-		
100-39203	Transfers from Other Funds	MISC	-	-	-	-	19,200	-	-		-		
	Total Misc		42,798	91,538	24,375	82,538	187,606	8,188	22,240	37%	20,400	-8%	
	Total Revenue		1,406,462	1,613,019	1,545,068	1,710,727	1,578,339	831,279	1,326,541	63%	1,528,599	15.23%	

**Final Levy Certification
2018 Expenditure Budget**

Account	Description	Category	2012 Actual	2013 Actual	2014 Actual	2015 Actual	2016 Actual	06-31-2017 Actual	2017 Budget	% of Budget	2018 Budget	% Change	Dollar Change	Comments
General Government														
100-41110-111	Committe Wages	COUNCIL	12,786	12,176	9,359	9,881	10,692	6,442	11,000		13,000		2,000	
100-41110-122	FICA	COUNCIL	793	755	572	632	658	398	682		806		124	
100-41110-123	Medicare	COUNCIL	185	177	134	143	154	93	160		189		29	
100-41110-208	Training & Instruction	COUNCIL	1,109	398	-	365	-	325	400		400		0	
100-41110-306	Dues & Subscriptions	COUNCIL	2,552	670	2,912	6,488	7,856	6,507	7,500		7,500		0	
100-41110-331	Travel Expenses	COUNCIL	801	158	160	76	-	92	500		500		0	
100-41110-437	Discretionary Miscellaneous	COUNCIL	3,396	3,586	5,701	3,128	11,287	1,254	3,000		17,503		14,503	
Total Council			21,667	17,967	18,888	20,766	30,646	15,111	23,242	65%	39,898	72%	16,656	
100-41330-111	Committe Wages	BRDS & COMM	2,850	2,280	2,820	2,820	3,270	-	4,000		4,000		0	
100-41330-208	Training & Instruction	BRDS & COMM	110	-	-	-	-	-	1,300		500		(800)	
100-41330-331	Travel Expenses	BRDS & COMM	-	374	18	21	-	-	100		100		0	
Total Brds & Comm			2,960	2,654	2,838	2,936	3,270	-	5,400	0%	4,600	-15%	(800)	
100-41400-101	Full-Time Wages	CITY ADMIN	72,582	12,433	63,612	75,707	67,580	54,658	69,630		72,040		2,410	
100-41400-121	PERA	CITY ADMIN	4,377	-	4,553	5,870	5,043	4,213	5,222		5,403		181	
100-41400-122	FICA	CITY ADMIN	4,278	590	3,894	4,852	4,169	3,483	4,317		4,466		149	
100-41400-123	Medicare	CITY ADMIN	1,001	138	911	1,135	975	815	1,010		1,045		35	
100-41400-132	Employer Paid Life	CITY ADMIN	-	-	1,073	414	368	310	384		400		16	estimate
100-41400-151	Health Insurance Premium	CITY ADMIN	6,238	-	5,676	5,237	8,372	7,030	8,400		8,400		0	reflects monthly allotment
100-41400-208	Training & Instruction	CITY ADMIN	465	464	561	1,310	410	431	1,500		1,500		0	
100-41400-306	Dues & Subscriptions	CITY ADMIN	-	-	445	256	267	254	500		500		0	
Total City Admin			116,408	57,941	82,640	98,574	87,184	71,194	90,963	78%	93,754	3%	2,791	
100-41410-200	Office Supplies	ELECTION	1,162	-	3,005	-	1,631	-	7,000		5,000		(2,000)	Supplies and minor equipment upgrades
100-41410-310	Other Professional Services	ELECTION	3,660	-	5,317	79	4,016	-	-		5,000		5,000	Judge Wages
100-41410-351	Legal Notices Publishing	ELECTION	-	-	279	-	174	-	-		300		300	
100-41410-400	Repairs & Maintenance Cont	ELECTION	-	762	-	-	1,014	1,202	1,300		1,500		200	
Total Election			4,822	762	8,601	79	6,835	1,202	8,300	14%	11,800	42%	3,500	
100-41430-101	Full-Time Wages	CLERICAL	39,200	43,120	80,994	53,307	42,267	34,371	43,740		45,718		1,979	
100-41430-121	PERA	CLERICAL	2,827	1,832	5,711	3,798	3,154	2,649	3,280		3,429		148	
100-41430-122	FICA	CLERICAL	2,417	2,544	5,607	3,715	2,607	2,190	2,712		2,835		123	
100-41430-123	Medicare	CLERICAL	565	595	1,311	869	610	512	634		663		29	
100-41430-134	Employer Paid Life	CLERICAL	-	-	(3,996)	1,581	1,309	1,231	1,440		1,600		160	estimate
100-41430-151	Health Insurance Premium	CLERICAL	8,946	17,319	10,443	7,844	8,400	7,030	8,400		8,400		0	reflects monthly allotment
100-41430-208	Training & Instruction	CLERICAL	-	-	-	-	255	-	500		500		0	
100-41430-306	Dues & Subscriptions	CLERICAL	-	-	-	-	-	18	250		250		0	
Total Clerical			53,956	65,410	115,462	74,280	58,602	48,001	60,956	79%	63,395	4%	2,438	
100-41435-260	Uniforms	STAFF EXP	80	-	224	-	-	-	300		300		0	
100-41435-310	Other Professional Services	STAFF EXP	9,845	5,763	578	787	1,157	373	500		500		0	
100-41435-331	Travel Expenses	STAFF EXP	1,101	368	561	1,277	589	215	2,000		2,000		0	
Total Staff Exp			17,144	14,017	2,620	3,290	1,746	589	2,800	21%	2,800	0%	0	
100-41530-101	Full-Time Wages	ACCNT	59,281	78,673	-	24,895	51,158	40,000	52,955		53,040		85	
100-41530-121	PERA	ACCNT	3,464	5,869	-	1,800	3,818	2,734	3,975		3,978		3	
100-41530-122	FICA	ACCNT	3,676	5,019	-	1,446	2,941	2,471	3,283		3,288		5	
100-41530-123	Medicare	ACCNT	860	1,174	-	338	688	578	768		769		1	
100-41530-134	Employer Paid Life	ACCNT	-	-	-	348	980	626	996		1,100		104	estimate
100-41530-151	Health Insurance Premium	ACCNT	6,021	9,149	-	3,322	10,800	7,100	10,800		8,400		(2,400)	reflects monthly allotment
100-41530-208	Training & Instruction	ACCNT	-	-	-	-	690	285	1,000		1,000		0	
100-41530-306	Dues & Subscriptions	ACCNT	-	-	-	-	235	123	250		250		0	
100-41530-310	Other Professional Services	ACCNT	-	-	-	35,468	2,457	5,776	-		5,000		5,000	Audit Training/Prep estimate
Total Accnt			73,301	99,885	-	68,471	73,767	59,693	74,026	81%	76,826	4%	2,799	
100-41540-301	Auditing & Accounting	AUDITING	19,840	22,740	27,812	23,400	29,243	24,065	24,300		21,050		(3,250)	Audit Costs
Total Auditing & Accounting			19,840	22,740	27,812	23,400	29,243	24,065	24,300	99%	21,050	-13%	(3,250)	
100-41550-310	Other Professional Services	ASSESSING	16,316	16,889	17,328	17,772	17,828	18,785	18,000		20,000		2,000	Increase due to new plat

	Total Assesing		16,316	16,889	17,328	17,772	17,828	18,785	18,000	104%	20,000	11%	2,000	
100-41570-200	Office Supplies	PURCHASING	6,172	5,587	1,128	3,146	3,077	2,066	3,500		3,500		0	
100-41570-205	Bank Fees	PURCHASING	212	124	74	49	187	248	100		200		100	
100-41570-207	Computer Supplies	PURCHASING	1,268	4,472	4,284	3,092	5,876	11,453	12,000		8,000		(4,000)	
100-41570-220	Repair/Maintenance Supply	PURCHASING	6,724	8,425	1,939	2,367	3,670	2,399	4,000		4,000		0	
100-41570-322	Postage	PURCHASING	1,222	458	951	2,463	2,840	1,439	2,000		2,500		500	
100-41570-570	Office Equipment/Furniture	PURCHASING	2,501	1,305	120	210	-	9,611	-		6,000		6,000	Upgrade Conf. Chairs & PW Conf. Chairs
	Total Purchasing		18,099	20,370	8,496	11,326	15,650	27,215	21,600	126%	24,200	12%	2,600	
100-41600-310	Other Professional Services	COMPUTER					2,542	4,034	4,000		8,500		4,500	Increase for PW setup
	Total Computer		-	-	4,693	3,693	2,542	4,034	4,000	101%	8,500	113%	4,500	
100-41610-304	Legal Fees	ATTORNEY	13,799	19,286	20,536	18,947	25,247	16,705	22,440		23,500		1,060	
	Total Attorney		13,799	19,286	20,536	18,947	25,247	16,705	22,440	74%	23,500	5%	1,060	
100-41910-310	Other Professional Services	PLANNING & ZONING	11,489	24,092	26,511	19,945	24,771	16,488	29,500		25,000		(4,500)	Finish 2017 Comp Plan Update
	Total Planning & Zoning		11,489	24,092	26,511	19,945	24,771	16,488	29,500	56%	25,000	-15%	(4,500)	
100-41940-210	Operating Supplies	BLDG & GRNDS	3,484	4,454	2,494	617	1,567	1,080	1,500		1,500		0	cleaning suplies, garbage bags, etc.
100-41940-220	Repair/Maintenance Supply	BLDG & GRNDS	4,943	10,195	(3,187)	9,461	10,286	5,660	7,000		7,000		0	
100-41940-306	Dues & Subscriptions	BLDG & GRNDS			250	250	250	250	300		250		(50)	Liquor License
100-41940-310	Other Professional Services	BLDG & GRNDS	432	6,508	6,998	6,016	7,208	5,690	1,000		9,000		8,000	cleaning contract and pest control
100-41940-321	Telephone	BLDG & GRNDS	4,851	5,851	4,476	3,282	3,139	3,507	3,500		4,200		700	Comcast
100-41940-325	Taxes	BLDG & GRNDS	6,723	6,439	258	220	214	320	250		300		50	sales and use tax
100-41940-381	Electric Utility	BLDG & GRNDS	6,964	10,328	8,927	14,122	8,917	5,783	11,250		14,000		2,750	City Hall & PW
100-41940-383	Gas Utilities	BLDG & GRNDS	3,382	4,799	6,698	3,642	3,047	2,659	6,250		8,000		1,750	City Hall & PW
100-41940-384	Refuse/Garbage Disposal	BLDG & GRNDS	1,862	5,313	(502)	2,540	2,552	2,509	3,250		3,500		250	City Hall & PW
100-41940-415	Other Equipment Rental	BLDG & GRNDS	499	-	-	121	-	-	500		500		0	
100-41940-520	Buildings & Structures	BLDG & GRNDS	-	637	5,591	5,346	3,402	1,492	4,500		4,500		0	
100-41940-560	Furniture & Fixtures	BLDG & GRNDS	-	3,149	535	1,961	242	117	2,500		2,500		0	
100-41940-580	Other Equipment	BLDG & GRNDS	160	352	308	1,263	226	-	500		500		0	
	Total Bldg & Grnds		97,170	106,016	32,848	48,842	41,048	29,067	42,300	69%	55,750	32%	13,450	
100-41950-303	Engineering Fee	ENGINEERING	14,114	22,511	19,613	23,493	25,659	10,834	32,500		25,000		(7,500)	No Comp. Plan
	Total Engineering		14,114	22,511	19,613	23,493	25,659	10,834	32,500	33%	25,000	-23%	(7,500)	
100-41960-150	Workers Comp Premium	INSURANCE	1,730	2,086	845	259	8,543	9,376	8,799		9,500		701	entire City less Fire Department estimate
100-41960-361	General Liability Insurance	INSURANCE	22,340	21,946	24,476	24,785	19,245	21,536	18,860		22,000		3,140	entire City less Fire Department estimate
	Total Insur		24,070	24,032	27,982	25,045	27,788	30,912	27,659	112%	31,500	14%	3,841	
100-41970-341	Employment	LEGAL PUB	636	231	235	435	274	362	300		300		0	
100-41970-343	Other Advertising	LEGAL PUB	-	-	38	-	39	104	50		50		0	WC Journal Subscription
100-41970-351	Legal Notices Publishing	LEGAL PUB	985	1,925	1,621	768	1,814	313	2,000		2,000		0	Election Year
100-41970-354	Recording Fees	LEGAL PUB	654	128	441	-	-	53	500		500		0	
	Total Legal Pub		2,274	2,284	2,336	1,203	2,127	832	2,850	29%	2,850	0%	0	
100-48205-810	Refunds & Reimbursements	DAMAGE DEPOSIT	6,205	7,720	7,554	11,079	3,416	-	-		-		0	Moved to GL
	Total Damage Deposit		6,205	7,720	7,554	11,079	3,416	-	-		-	#DIV/0!	0	
	Total General Gov't		513,634	524,577	426,758	473,140	477,369	374,726	490,836	76%	530,422	8%	39,586	
Public Safety														
100-42101-310	Other Professional Services	HC SHERIFF	64,977	65,503	75,078	69,333	71,405	39,365	78,731		81,096		2,365	contract price
	Total HC Sheriff		64,977	65,503	75,078	69,333	71,405	39,365	78,731	50%	81,096	3%	2,365	
100-42102-310	Other Professional Services	WC SHERIFF	87,474	88,330	83,726	95,900	99,168	87,008	101,748		105,120		3,372	contract price
	Total WC Sheriff		87,474	88,330	83,726	95,900	99,168	87,008	101,748	86%	105,120	3%	3,372	
100-42210-103	Part-Time Wages	FIRE ADMIN	18,420	29,404	28,116	27,804	31,640	23,927	55,000		59,000		4,000	straight hourly pay/increased calls
100-42210-122	FICA	FIRE ADMIN	1,142	1,823	1,743	1,714	1,943	1,483	3,410		3,658		248	
100-42210-123	Medicare	FIRE ADMIN	267	426	408	401	454	347	798		856		58	
100-42210-142	Unemployment Benefits	FIRE ADMIN	-	-	-	22	-	275	-		-		0	
100-42210-150	Workers Comp Premium	FIRE ADMIN	6,731	7,042	6,679	7,137	7,947	8,225	8,344		8,500		156	estimate
100-42210-200	Office Supplies	FIRE ADMIN	-	359	167	131	241	494	200		350		150	
100-42210-305	Medical/Physical Fees	FIRE ADMIN	363	3,975	1,260	4,735	4,567	1,909	4,000		4,000		0	
100-42210-306	Dues & Subscriptions	FIRE ADMIN	1,042	884	562	572	605	1,889	950		1,000		50	
100-42210-361	General Liability Insurance	FIRE ADMIN	10,108	6,875	5,869	2,370	4,743	5,248	4,553		5,000		447	estimate
	Total Fire Admin		38,073	50,788	45,975	45,125	52,140	43,797	77,255	57%	82,364	7%	5,108	

100-42220-221	Equipment Parts	FIRE EQUIP	7,812	3,665	6,025	1,056	2,791	4,368	15,500	15,500	0		
100-42220-228	Medical Supplies	FIRE EQUIP	-	-	-	782	370	-	1,500	1,500	0		
100-42220-240	Small Tools/Equipment	FIRE EQUIP	581	718	132	-	537	-	850	850	0		
100-42220-260	Uniforms	FIRE EQUIP	7,551	8,599	780	10,864	7,559	3,126	4,500	28,500	24,000	Purchase extra to incorporate 2 sets each	
100-42220-580	Other Equipment	FIRE EQUIP	4,959	4,315	2,056	856	1,081	605	5,000	5,000	0		
	Total Fire Equip		20,903	17,296	8,993	13,557	12,338	8,100	27,350	30%	51,350	88%	24,000
100-42240-208	Training & Instruction	FIRE TRG	3,558	3,401	7,517	8,869	4,162	5,738	12,500	12,500	0		
100-42240-310	Other Professional Services	FIRE TRG	-	-	-	-	2,939	2,293	3,000	3,210	210	Contracted cost	
100-42240-331	Travel Expenses	FIRE TRG	1,468	1,099	852	792	2,137	1,097	1,500	1,500	0		
	Total Fire Trg		5,025	4,500	8,369	9,661	9,238	9,127	17,000	54%	17,210	1%	210
100-42260-212	Motor Fuels	FIRE VEHICLE	4,243	5,428	3,780	3,146	2,362	1,464	4,500	4,500	0		
100-42260-220	Repair/Maintenance Supply	FIRE VEHICLE	4,985	7,438	14,342	7,855	11,402	3,784	9,000	9,000	0		
100-42260-240	Small Tools/Equipment	FIRE VEHICLE	1,845	2,335	1,860	198	322	-	2,000	2,000	0		
100-42260-323	Radio Units	FIRE VEHICLE	2,250	1,107	2,661	5,035	8,481	3,439	7,465	7,805	340	add additional radios	
	Total Fire Vehicle		13,324	16,307	22,643	16,235	22,567	8,687	22,965	38%	23,305	1%	340
100-42280-215	Shop Supplies	FIRE BLDG	1,220	1,121	741	189	416	177	1,650	1,650	0		
100-42280-220	Repair/Maintenance Supply	FIRE BLDG	4,958	-	522	14,969	2,827	539	3,500	7,500	4,000	increase for hose testing	
100-42280-321	Telephone	FIRE BLDG	458	1,002	430	351	371	1,637	800	1,000	200		
100-42280-325	Taxes	FIRE BLDG	165	138	-	-	-	-	175	175	0		
100-42280-381	Electric Utilities	FIRE BLDG	4,450	4,696	3,722	3,636	3,861	2,576	4,500	4,500	0		
100-42280-383	Gas Utilities	FIRE BLDG	1,483	2,569	3,673	2,855	1,935	1,465	3,000	3,000	0		
	Total Fire Bldg		12,733	9,526	9,088	21,999	9,410	6,394	13,625	47%	17,825	31%	4,200
100-42290-124	State Aid Pensions	FRA	27,621	41,704	37,871	42,415	38,746	-	36,000	39,000	3,000	pass through fund	
100-42290-125	Other Retirement Contributions	FRA	-	-	-	-	11,134	5,567	11,134	12,011	877	31% of two year's prior state aid paid by City for ti	
100-42290-301	Auditing & Accounting	FRA	-	10,683	5,800	6,580	6,100	6,200	6,500	6,500	0	billed hourly, this is estimated amount	
	Total FRA		27,621	52,387	43,671	48,995	55,980	11,767	53,634	22%	57,511	7%	3,877
100-42401-310	Other Professional Services	BLDG INSP	17,271	72,360	32,860	53,391	54,669	28,406	17,500	50,000	32,500	new plat	
	Total Bldg Insp		17,271	72,360	32,860	53,391	54,669	28,406	17,500	162%	50,000	186%	32,500
100-42700-310	Other Professional Services	ANIMAL CTRL	-	189	180	185	250	250	500	500	0		
	Total Animal Ctrl		-	189	180	185	250	250	500	50%	500	0%	0
100-42800-310	Other Professional Services	CEMETERY	-	-	-	50	2,174	-	50	-	(50)		
	Total Cemetery		-	-	-	50	2,174	-	50	0%	-	-100%	(50)
	Total Public Safety		287,401	377,186	330,583	374,432	389,338	242,901	410,358	59%	486,280	19%	75,922
Public Works													
100-43000-101	Full-Time Wages - Reg	PUBLIC WORKS	45,643	61,257	74,389	98,608	107,097	79,873	116,803	131,192	14,389	3 FTE - with \$25k paid from Storm H2O	
100-43000-102	Full-Time Wages - OT	PUBLIC WORKS	-	-	1,340	604	1,386	526	1,050	2,000	950		
100-43000-103	Part-Time Wages	PUBLIC WORKS	8,615	4,010	14,370	5,170	13,080	11,152	15,000	13,740	(1,260)	1 Summer help and 1 temp. snow plow driver	
100-43000-121	PERA	PUBLIC WORKS	3,498	3,462	5,168	7,730	8,095	5,967	10,279	11,714	1,435		
100-43000-122	FICA	PUBLIC WORKS	3,274	3,846	5,688	6,637	7,482	5,749	8,251	10,536	2,285		
100-43000-123	Medicare	PUBLIC WORKS	765	899	1,274	1,552	1,750	1,345	2,285	2,464	179		
100-43000-134	Employer Paid Life	PUBLIC WORKS	-	-	1,107	1,729	1,862	1,111	2,832	2,100	(732)	estimate	
100-43000-142	Unemployment Benefits	PUBLIC WORKS	-	-	369	264	28	7	500	250	(250)		
100-43000-151	Health Insurance Premiums	PUBLIC WORKS	5,378	5,537	10,892	15,616	19,200	15,589	27,600	30,000	2,400	2 family & 1 single	
100-43000-208	Training & Instruction	PUBLIC WORKS	1,140	-	225	997	1,379	1,577	2,500	2,500	0	to reflect additional worker	
100-43000-212	Motor Fuels	PUBLIC WORKS	9,113	10,110	8,790	-	5,218	3,507	7,000	7,000	0	plow, loader, bobcat, pickups	
100-43000-215	Shop Supplies	PUBLIC WORKS	929	4,608	3,569	-	2,658	2,805	2,500	5,500	3,000		
100-43000-220	Repair/Maintenance Supply	PUBLIC WORKS	5,806	7,116	8,726	378	11,725	6,135	6,000	9,000	3,000		
100-43000-226	Sign Repair Materials	PUBLIC WORKS	-	-	-	-	1,252	943	1,500	1,500	0	consolidated all street sign resources here	
100-43000-240	Small Tools/Equipment	PUBLIC WORKS	2,022	1,986	4,432	-	2,576	6,361	5,000	5,000	0		
100-43000-260	Uniforms	PUBLIC WORKS	830	907	1,974	-	1,316	1,407	3,000	3,000	0	to reflect additional worker	
100-43000-310	Other Professional Services	PUBLIC WORKS	7,775	6,708	5,174	-	18,696	11,825	19,000	17,000	(2,000)	Compost, street sweepings	
100-43000-321	Telephone	PUBLIC WORKS	-	-	555	1,929	1,880	2,207	2,800	2,800	0	to reflect additional worker	
100-43000-325	Taxes	PUBLIC WORKS	-	-	119	-	120	38	200	200	0		
	Total Public Works		97,872	113,432	155,840	152,107	206,800	158,124	234,100	68%	257,497	10%	23,397
100-43121-224	Street Maintenance Materials	PAVED STREETS	811	5,636	13,661	71,522	32,250	14,608	50,000	100,000	50,000	increase to pay for annual chip seal	
	Total Paved Streets		7,454	6,225	14,625	75,755	32,250	14,608	50,000	29%	100,000	100%	50,000

100-43122-224	Street Maintenance Materials	UNPAVED STREETS	2,655	2,240	7,094	10,403	11,179	11,844	10,000		15,000	5,000	
	Total Unpaved Streets		4,967	6,400	7,094	10,403	11,179	11,844	10,000	118%	15,000	50%	5,000
100-43125-224	Street Maintenance Materials	SNOW/ICE	2,246	600	11,926	15,000	9,453	9,816	15,000		15,000	0	
	Total Snow/Ice		2,246	600	11,926	15,000	9,453	9,816	15,000	65%	15,000	0%	0
100-43160-381	Electric Utilities	STREET LIGHTS	26,483	27,036	25,125	19,475	26,424	17,613	25,000		25,000	0	
	Total Street Lights		26,483	27,036	25,125	19,475	26,424	17,613	25,000	70%	25,000	0%	0
100-43240-384	Refuse/Garbage Disposal	CITY CLEAN UP	487	828	887	1,784	2,073	-	2,000		-	(2,000)	\$0 cost last two years ('16 received donation)
	Total City Clean Up		487	828	887	1,784	2,073	-	2,000	0%	-	-100%	(2,000)
100-43245-384	Refuse/Garbage Disposal	RECYCLING	18,637	25,354	33,931	36,112	37,745	28,489	36,000		38,500	2,500	additional houses
	Total Recycling		18,637	25,354	33,931	36,112	37,745	28,489	36,000	79%	38,500	7%	2,500
	Total Public Works		159,233	180,693	249,428	341,883	325,925	240,494	372,100	65%	450,997	21%	78,897

Culture & Recreation

100-45186-437	Senior Center Contribution	SENIOR CENTER	625	1,250	7,654	5,330	7,016	5,875	8,000		8,700	700	provided by St. Michael
	Total Senior Center Contribution		625	1,250	7,654	5,330	7,016	5,875	8,000	73%	8,700	9%	700
100-45200-212	Motor Fuels	PARKS			1,958	-	1,478	1,056	2,000		2,000	0	lawn mower fuel
100-45200-220	Repair/Maintenance Supply	PARKS	6,508	3,801	4,477	4,513	4,599	3,371	5,000		5,000	0	mower repairs, park maintenance equipment
100-45200-225	Landscaping Materials	PARKS	2,352	4,055	1,788	2,625	4,356	4,329	10,000		8,000	(2,000)	wood chips, seed, soil, fertilizer, etc.
100-45200-310	Other Professional Services	PARKS				-	6,280	6,500	6,800		6,800	0	FYCC Costs
100-45200-381	Electric Utilities	PARKS	825	2,729	1,932	2,054	2,265	2,119	2,000		2,200	200	
100-45200-400	Repairs & Maintenance Cont	PARKS	2,704	4,489	4,469	2,249	1,939	112	1,500		1,500	0	
100-45200-440	Programs	PARKS	2,957	5,171	4,992	9,041	2,216	1,945	2,200		2,200	0	city hosted events (offset by donations)
100-45200-580	Other Equipment	PARKS	2,484	1,182	2,711	7,190	7,606	3,193	7,000		8,000	1,000	added Biff @ school
	Total Parks		21,298	24,199	22,610	27,852	30,739	22,625	36,500	62%	35,700	-2%	(800)
100-45500-437	Contribution & Operation	ROY SIMMS LIBRARY	7,000	7,000	7,000	5,250	10,428	10,260	10,500		11,500	1,000	\$7K bond plus \$4,500 operation
	Total Roy Simms Library		7,000	7,000	7,000	5,250	10,428	10,260	10,500	98%	11,500	10%	1,000
	Total Culture & Rec		28,923	32,449	37,264	38,432	48,183	38,759	55,000	70%	55,900	2%	900

Transfers Out

100-49360-700	Transfer Out	GENERAL CAPITAL	145,203	221,307	100,000		250,000		-		-	0	eliminated as an operating expense
100-49360-700	Transfer Out	PARKS CAPITAL	-	-	-		148,570		-		-	0	eliminated as an operating expense
100-49360-700	Transfer Out	FIRE DEPT CAPITAL	-	-	20,000	52,300	31,000		-		-	0	eliminated as an operating expense
100-49360-700	Transfer Out	HISTORICAL FUND	10,000	10,000	10,000				-		-	0	eliminated as an operating expense
100-49360-700	Transfer Out	CITY HALL FUND	100,000	30,000	30,000		74,093		-		-	0	eliminated as an operating expense
100-49360-700	Transfer Out	EQUIPMENT FUND	20,000	32,500	32,500	55,000			-		-	0	eliminated as an operating expense
100-49360-700	Transfer Out	STREET CAPITAL	100,000	275,000	100,000	369,000			-		-	0	eliminated as an operating expense
	Total Transfers Out		375,203	568,807	292,500	476,300	503,663	-	-	#DIV/0!	-	#DIV/0!	0

Transit

100-49800-310	Other Professional Services	TRANSIT			1,107		250	187	250		5,000	4,750	annual cost, capital debt repayment
	Total Transit				1,107		250	187	250	75%	5,000	1900%	4,750
	Total Fund Expend.		1,364,394	1,683,711	1,337,640	1,704,187	1,744,728	897,066	1,328,544	68%	1,528,599	15.06%	200,055
	Total Revenue Over Expenditures		42,068	(70,692)	207,428	6,540	(166,390)	(65,788)	(2,003)		0		

Fire Department Cost for Services Calculation

2018 Estimated Market Values	HC	WC	TOTAL	
City of Corcoran	\$198,284,200		\$198,284,200	25.71%
City of Greenfield	\$133,387,300		\$133,387,300	17.29%
City of Hanover	\$80,926,200	\$262,059,200	\$342,985,400	44.47%
Rockford Township		\$96,690,300	\$96,690,300	12.54%
	<hr/>	<hr/>	<hr/>	<hr/>
	\$412,597,700	\$358,749,500	\$771,347,200	100.00%

Total Calls by Year	2012	2013	2014	2015	2016 Total	Average		
City of Corcoran	25	24	34	34	50	167	33.4	21.69%
City of Greenfield	13	13	12	12	42	92	18.4	11.95%
City of Hanover	71	77	73	73	103	397	79.4	51.56%
Rockford Township	14	22	28	28	22	114	22.8	14.81%
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	123	136	147	147	217	770	154	100.00%

2018 Budget: 309,564.50 Total Budgeted Expenditures (General Fund, Bonds, Capital Transfer)
 (39,000.00) State FRA Pension Contribution
\$270,564.50 Amount to be allocated

Payment from City is based on dividing the budget in half and then determining costs based on Market Value and Total Calls.

	MV %	MV Pymt.	CH %	CH Pymt.	Payment
City of Corcoran	25.71%	34,775.95	21.69%	29,340.44	64,116.39
City of Greenfield	17.29%	23,394.05	11.95%	16,163.59	39,557.64
City of Hanover	44.47%	60,154.28	51.56%	69,749.42	129,903.70
	12.54%	16,957.97	14.81%	20,028.80	36,986.77
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	100.00%	135,282.25	100.00%	135,282.25	270,564.50
		135,282.25		135,282.25	

*2017 Payment Per City:		2018 Payment Per City:	% Change
City of Corcoran	\$53,281.44	City of Corcoran	\$64,116.39 20%
City of Greenfield	\$29,756.79	City of Greenfield	\$39,557.64 33%
City of Hanover	\$111,199.77 (Includes \$5,000)	City of Hanover	\$129,903.70 17%
Rockford Township	\$31,286.64	Rockford Township	\$36,986.77 18%
	<hr/>		<hr/>
	\$225,524.64		\$270,564.50

**City of Hanover
Debt Services
2008A GO CIP Refunding Bond Fund**

Acct No.	Account Description	2012 Actual	2013 Actual	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Budget	% Change
<u>Revenue Accounts</u>									
311-31000	PROPERTY TAXES-CITY	79,197	79,457	40,934	39,770	38,604	41,255	41,255	
311-33410	MV CREDIT								
311-36210	INTEREST EARNINGS	1,340	504	50	400	344	100	200	
311-36215	INVESTMENT INCOME/LOSS			413	(92)	289	400	200	
311-39100	BOND PROCEEDS								
311-39200	TRANSFERS IN								
Total Revenue		80,537	79,961	41,397	40,079	39,238	41,755	41,655	6%
<u>Expenditure Accounts</u>									
311-47000-601	DS: PRINCIPAL	70,000	70,000	70,000	25,000	30,000	30,000	30,000	
311-47000-611	DS: INTEREST	15,370	13,270	11,030	9,448	8,338	7,320	6,210	
311-47000-620	DS: FISCAL AGENT FEES	425	495	495	495	425	495	495	
Total Expenditures		85,795	83,765	81,525	34,943	38,763	37,815	36,705	-2%
Total Revenue Over Expenditures		(5,258)	(3,804)	(40,128)	5,136	475	3,940	4,950	26%

**Last payment made in 2022*

**City of Hanover
Debt Services**

2011 GO Improvement Crossover Refunding Bond Fund

Acct No.	Account Description	2012 Actual	2013 Actual	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Budget	% Change
<u>Revenue Accounts</u>									
314-31000	PROPERTY TAXES-CITY	75,000	34,403	74,174	110,246	125,400	134,080	134,080	
314-33410	MV CREDIT								
314-36100	SPECIAL ASSESSMENTS		79,169	93,196	71,146	62,387	54,531		
314-36210	INTEREST EARNINGS	100	2,756	417	3,965	5,559	300		
314-36215	INVESTMENT INCOME/LOSS			4,553	(299)	(270)	4,000		
314-39100	BOND PROCEEDS								
314-39200	TRANSFERS IN								
Revenue Accounts		75,100	116,328	172,341	185,058	193,076	192,911	134,080	0%
<u>Expenditure Accounts</u>									
314-47000-601	DS: PRINCIPAL	62,619	80,000	125,000	125,000	140,000	140,000	150,000	
314-47000-611	DS: INTEREST	9,722	27,375	25,775	23,275	20,775	17,975	15,175	
314-47000-620	DS: FISCAL AGENT FEES		425	495	495	495	495	495	
	BALANCING (Fund 309 residuals)								
Total Expenditures		72,341	107,800	151,270	148,770	161,270	158,470	165,670	-2%
Total Revenue Over Expenditures		2,759	8,528	21,071	36,288	31,806	34,441	(31,590)	8%

*Last payment made in 2021

City of Hanover
Debt Services

2016 GO Public Works Building Bond

Acct No.	Account Description	2012 Actual	2013 Actual	2014 Actual	2015 Actual	2016 Budget	2017 Budget	2018 Budget	% Change	
<u>Revenue Accounts</u>										
315-31000	PROPERTY TAXES-CITY							105,236		
315-36210	INTEREST EARNINGS									
315-36215	INVESTMENT INCOME/LOSS									
315-39100	BOND PROCEEDS									
315-39200	TRANSFERS IN									
Revenue Accounts		-	-	-	-	\$ -	\$ -	\$ 105,236	#DIV/0!	
<u>Expenditure Accounts</u>										
315-47000-601	DS: PRINCIPAL						60,000	60,000		
315-47000-611	DS: INTEREST						24,279	40,630		
315-47000-620	DS: FISCAL AGENT FEES							495		
Total Expenditures		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 84,279	\$ 101,125	#DIV/0!
Total Revenue Over Expenditure		-	-	-	-	\$ -	\$ -	\$ (84,279)	#DIV/0!	

**City of Hanover
Debt Services**

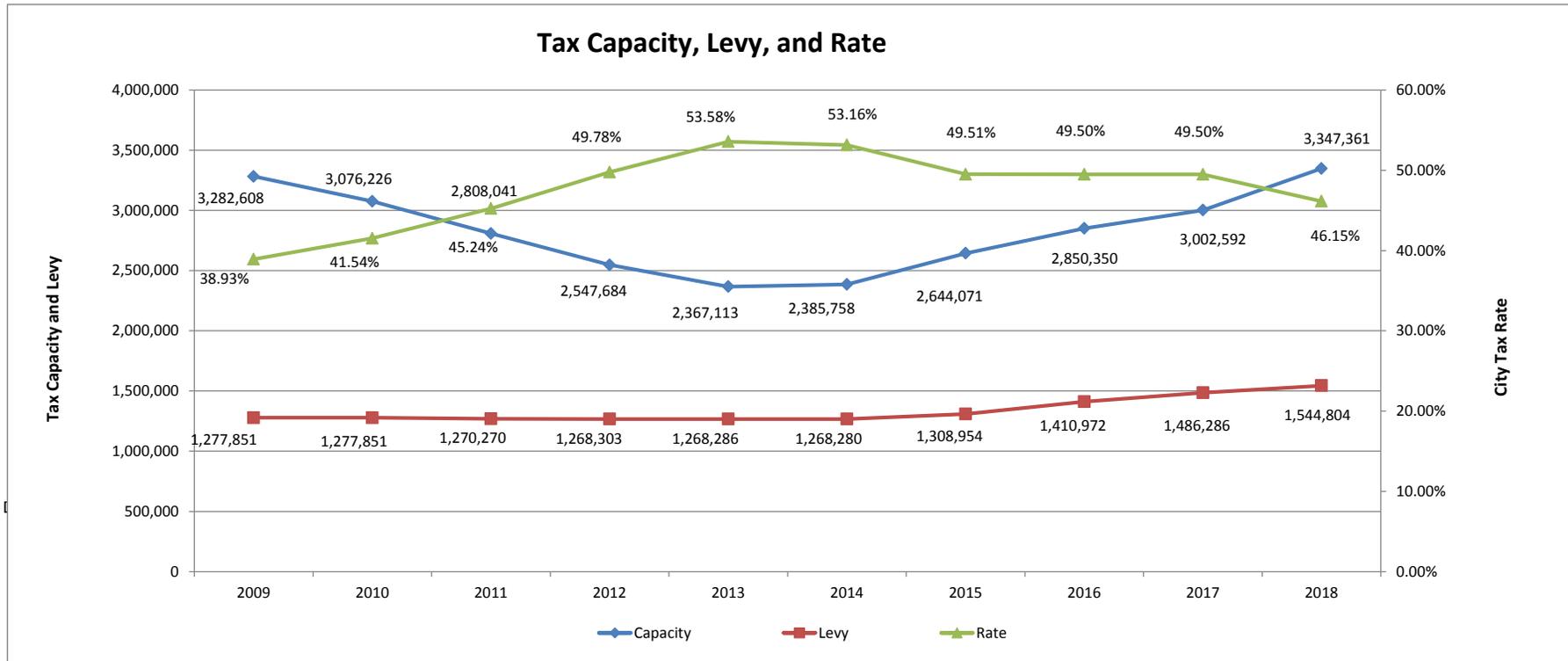
Minnesota PFA Loan

Acct No.	Account Description	2012 Actual	2013 Actual	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Budget	% Change
<u>Expenditure Accounts</u>									
602-47000-601	PRINCIPAL					95,000	98,000	100,000	
602-47000-611	INTEREST				12,463	11,221	9,046	6,801	
Total Expenditures					12,463	106,221	107,046	106,801	1%

**last payment made in 2020*

Total Debt Services Expenditures	196,176	306,254	387,610	410,301	6%
Total Debt Services Tax Revenues	150,016	164,004	175,335	280,571	60%
Total Debt Services Non-Tax Revenues	75,120	68,309	59,331	400	-99%
Total Debt Expenditures Paid by Levy Dollars	183,713	200,033	280,564	303,500	8%

Preliminary Levy Certification	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	Tax Capacity:
Capacity	3,282,608	3,076,226	2,808,041	2,547,684	2,367,113	2,385,758	2,644,071	2,850,350	3,002,592	3,347,361	HC - 804124
Levy	1,277,851	1,277,851	1,270,270	1,268,303	1,268,286	1,268,280	1,308,954	1,410,972	1,486,286	1,544,804	WC - 2543237
Rate	38.93%	41.54%	45.24%	49.78%	53.58%	53.16%	49.51%	49.50%	49.50%	46.15%	



**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 19th day of December, 2017.

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 12-19-17-125

A RESOLUTION APPROVING FIFTH STREET WATERMAIN FINAL PAY VOUCHER

WHEREAS, The City Engineer of the City of Hanover has reviewed quantities of materials submitted for payment of work completed by RL Larson Excavating, Inc. for work completed on the Fifth Street NE Watermain Extension Project previously authorized by Council; and

WHEREAS, staff recommends to make payment as per the attached Final Pay Vouche, in the amount of \$21,170.98.

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

Council members voting in favor:

Opposed or abstained:

Adopted by the city Council this 19th day of December, 2017.

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator



December 11, 2017

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

Re: Construction Pay Voucher No. 2 - Final
5th Street Watermain Extension
City of Hanover project No. 2016-02
WSB Project No. 2082-10

Dear Mr. Hagen:

Three copies of construction Pay Voucher No. 2 (Final) for the above referenced project in the amount of \$21,170.98 are enclosed. The quantities completed to date have been reviewed and agreed upon by the contractor. We hereby recommend that the City of Hanover approve the Final Construction Pay Voucher for R.L. Larson Excavating, Inc.

We have also enclosed the following required documents:

1. Satisfactory showing that the contractor has complied with the provisions of Minnesota Statutes 290.92 requiring withholding state income tax (IC134 forms).
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 (lien waivers).
3. Consent of Surety to Final Payment certification from the contractor's surety.
4. Two-year maintenance bond.

Please include one executed copy of the pay voucher with the payment to R.L. Larson Excavating, 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.

Justin Messner, PE
Project Manager

Enclosures

kkp

DEC 13 2017



CITY OF HANOVER

11250 5th Street NE
 Hanover, MN 55341-0278
 Project 02082-10 - HANO - 5th Street Watermain Extension
 Final Pay Voucher No. 2

Contractor: R.L. Larson Excavating, Inc.
 2255 12th Street SE
 St. Cloud, MN 56304

Contract No.
 Vendor No.
 For Period: 7/22/2016 - 1/23/2017
 Warrant # _____ Date _____

Contract Amounts

Original Contract	\$218,433.22
Contract Changes	\$6,880.00
Revised Contract	\$225,313.22

Work Certified To Date

Base Bid Items	\$243,709.07
Backsheet	\$0.00
Change Order	\$0.00
Supplemental Agreement	\$0.00
Work Order	\$6,880.00
Material On Hand	\$0.00
Total	\$250,589.07

Funds Encumbered

Original	\$218,433.22
Additional	N/A
Total	\$218,433.22

	Work Certified This Pay Voucher	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Pay Voucher	Total Amount Paid To Date
02082-10	\$9,096.34	\$250,589.07	\$0.00	\$229,418.09	\$21,170.98	\$250,589.07
Percent Retained: 0%						
Amount Paid This Final Pay Voucher					\$21,170.98	

I hereby certify that a Final Examination has been made of the noted Contract, that the Contract has been completed, that the entire amount of Work Shown in this 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.

Approved By

Approved By R.L. Larson Excavating, Inc.

 County/City/Project Engineer

 Contractor

12/07/2017

12/7/17.

Date

Date

CITY OF HANOVER
 11250 5th Street NE
 Hanover, MN 55341-0278
 Project No. 02082-10
 Final Pay Voucher No. 2

02082-10 Payment Summary

No.	From Date	To Date	Work Certified Per Pay Voucher	Amount Retained Per Pay Voucher	Amount Paid Per Pay Voucher
1	06/24/2016	07/21/2016	\$241,492.73	\$12,074.64	\$229,418.09
2	07/22/2016	01/23/2017	\$9,096.34	(\$12,074.64)	\$21,170.98
Totals:			\$250,589.07	\$0.00	\$250,589.07

02082-10 Funding Category Report

Funding Category No.	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Pay Voucher	Total Amount Paid To Date	
UNF	250,589.07	0.00	229,418.09	21,170.98	250,589.07	
Totals:		\$250,589.07	\$0.00	\$229,418.09	\$21,170.98	\$250,589.07

02082-10 Funding Source Report

Accounting No.	Funding Source	Amount Paid This Pay Voucher	Revised Contract Amount	Funds Encumbered To Date	Paid To Contractor To Date
UNF	Unfunded	21,170.98	225,313.22	218,433.22	250,589.07
Totals:		\$21,170.98	\$225,313.22	\$218,433.22	\$250,589.07

02082-10 Project Material Status

Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Pay Voucher	Amount This Pay Voucher	Quantity To Date	Amount To Date
Schedule A - Base Bid									
1	2021.501	MOBILIZATION	LS	\$8,000.00	1	0	\$0.00	1	\$8,000.00
2	2101.502	CLEARING	TREE	\$200.00	5	0	\$0.00	5	\$1,000.00
3	2101.507	GRUBBING	TREE	\$150.00	5	0	\$0.00	5	\$750.00
4	2104.501	REMOVE METAL CULVERT	LF	\$10.00	100	0	\$0.00	100	\$1,000.00
5	2104.501	REMOVE BITUMINOUS CURB	LF	\$2.00	110	0	\$0.00	110	\$220.00
6	2104.505	REMOVE BITUMINOUS PAVEMENT	S Y	\$6.00	350	0	\$0.00	370.9	\$2,225.40
7	2104.513	SAWING BIT PAVEMENT (FULL DEPTH)	LF	\$2.00	350	0	\$0.00	448	\$896.00
8	2104.601	SALVAGE AND REINSTALL LANDSCAPE STRUCTURES	LS	\$1,000.00	1	0	\$0.00	0	\$0.00
9	2104.604	CLEAN UP	LS	\$500.00	1	0	\$0.00	1	\$500.00
10	2105.501	COMMON EXCAVATION	C Y	\$35.00	80	28.57	\$999.95	204.27	\$7,149.45
11	2105.601	DEWATERING	LS	\$10,000.00	1	0	\$0.00	1	\$10,000.00
12	2112.604	SUBGRADE PREPARATION	S Y	\$4.00	300	0	\$0.00	370.9	\$1,483.60
13	2123.610	STREET SWEEPER (WITH PICKUP BROOM)	HOUR	\$120.00	10	0	\$0.00	10	\$1,200.00
14	2211.501	AGGREGATE BASE CLASS 5	TON	\$25.00	150	0	\$0.00	54	\$1,350.00
15	2357.502	BITUMINOUS MATERIAL FOR TACK COAT	GAL	\$11.00	15	0	\$0.00	37	\$407.00
16	2360.501	TYPE SP 12.5 WEARING COURSE MIX (2,C)	TON	\$174.00	35	23.19	\$4,035.06	90.75	\$15,790.50
17	2360.502	TYPE SP 12.5 NON WEAR COURSE MIX (2,C)	TON	\$131.00	60	0	\$0.00	126.07	\$16,515.17
18	2501.511	15" CP PIPE CULVERT	LF	\$24.00	100	0	\$0.00	170	\$4,080.00
19	2504.602	CONNECT TO EXISTING WATER MAIN	EACH	\$3,000.00	1	0	\$0.00	1	\$3,000.00

02082-10 Project Material Status

Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Pay Voucher	Amount This Pay Voucher	Quantity To Date	Amount To Date
20	2504.602	HYDRANT	EACH	\$4,800.00	3	0	\$0.00	3	\$14,400.00
21	2504.602	6" GATE VALVE & BOX	EACH	\$1,900.00	8	0	\$0.00	8	\$15,200.00
22	2504.603	6" WATERMAIN DUCTILE IRON CL 52	L F	\$35.00	20	0	\$0.00	19	\$665.00
23	2504.603	6" PVC WATERMAIN	L F	\$36.00	210	0	\$0.00	179	\$6,444.00
24	2504.603	10" PVC WATERMAIN	L F	\$35.00	1400	0	\$0.00	1398	\$48,930.00
25	2504.604	2" POLYSTYRENE INSULATION	S Y	\$50.00	15	0	\$0.00	7.1	\$355.00
26	2504.608	DUCTILE IRON FITTINGS	LB	\$6.25	3000	0	\$0.00	2637	\$16,481.25
27	2505.601	UTILITY COORDINATION	LS	\$500.00	1	0	\$0.00	1	\$500.00
28	2535.501	BITUMINOUS CURB	L F	\$11.00	110	0	\$0.00	87	\$957.00
29	2563.601	TRAFFIC CONTROL	LS	\$1,500.00	1	0	\$0.00	1	\$1,500.00
30	2573.502	SILT FENCE, TYPE MS	L F	\$2.00	500	0	\$0.00	0	\$0.00
31	2575.502	SEED MIXTURE 25-141	LB	\$4.46	50	23	\$102.58	100	\$446.00
32	2575.515	MULCH MATERIAL TYPE 4	S Y	\$1.00	3400	958.4	\$958.40	7260	\$7,260.00
33	2575.605	SEEDING	ACRE	\$158.00	0.7	0.2	\$31.60	1.5	\$237.00
Totals For Section Schedule A - Base Bid:							\$6,127.59	\$188,942.37	
Schedule B - Alternate No. 1									
34	2021.501	MOBILIZATION	LS	\$1,500.00	1	0	\$0.00	1	\$1,500.00
35	2101.502	CLEARING	TREE	\$0.01	5	0	\$0.00	0	\$0.00
36	2101.507	GRUBBING	TREE	\$0.01	7	0	\$0.00	0	\$0.00
37	2104.501	REMOVE CONCRETE CURB	L F	\$10.00	20	0	\$0.00	0	\$0.00
38	2104.505	REMOVE BITUMINOUS PAVEMENT	S Y	\$10.00	70	0	\$0.00	246.8	\$2,468.00
39	2104.513	SAWING BIT PAVEMENT (FULL DEPTH)	L F	\$4.00	80	0	\$0.00	80	\$320.00
40	2104.521	SALVAGE WOODEN FENCE	L F	\$0.01	60	0	\$0.00	0	\$0.00
		SALVAGE							

02082-10 Project Material Status

Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Pay Voucher	Amount This Pay Voucher	Quantity To Date	Amount To Date
41	2104.521	CONCRETE PIPE CULVERT	LF	\$0.01	30	0	\$0.00	0	\$0.00
42	2104.523	SALVAGE SIGN	EACH	\$50.00	1	2	\$100.00	2	\$100.00
43	2104.601	SALVAGE AND REINSTALL LANDSCAPE STRUCTURES	LS	\$0.01	1	0	\$0.00	0	\$0.00
44	2104.604	CLEAN UP	LS	\$500.00	1	0	\$0.00	1	\$500.00
45	2105.501	COMMON EXCAVATION	CY	\$20.00	20	0	\$0.00	70	\$1,400.00
46	2112.604	SUBGRADE PREPARATION	SY	\$4.00	90	0	\$0.00	246.8	\$987.20
47	2118.501	AGGREGATE SURFACING CLASS 5 (100% CRUSHED LIMESTONE)	TON	\$0.01	10	0	\$0.00	0	\$0.00
48	2123.610	STREET SWEEPER (WITH PICKUP BROOM)	HOURL	\$0.01	2	0	\$0.00	0	\$0.00
49	2211.501	AGGREGATE BASE CLASS 5	TON	\$25.00	50	0	\$0.00	0	\$0.00
50	2357.502	BITUMINOUS MATERIAL FOR TACK COAT	GAL	\$11.00	3	0	\$0.00	3	\$33.00
51	2360.501	TYPE SP 12.5 WEARING COURSE MIX (2,C)	TON	\$173.00	8	0	\$0.00	8	\$1,384.00
52	2360.502	TYPE SP 12.5 NON WEAR COURSE MIX (2,C)	TON	\$131.00	12	0	\$0.00	12	\$1,572.00
53	2501.571	INSTALL CONCRETE CULVERT	LF	\$0.01	30	0	\$0.00	0	\$0.00
54	2501571	INSTALL CONCRETE CULVERT	EACH	\$0.01	1	0	\$0.00	0	\$0.00
55	2504.602	CONNECT TO EXISTING WATER MAIN	EACH	\$3,000.00	1	0	\$0.00	1	\$3,000.00
56	2504.603	6" WATERMAIN DUCTILE IRON CL 52	LF	\$70.00	10	0	\$0.00	0	\$0.00
57	2504.603	10" PVC WATERMAIN	LF	\$65.00	480	0	\$0.00	536	\$34,840.00
		DUCTILE IRON							

02082-10 Project Material Status

Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Pay Voucher	Amount This Pay Voucher	Quantity To Date	Amount To Date
58	2504.608	FITTINGS	LB	\$6.25	850	427	\$2,668.75	874	\$5,462.50
59	2505.601	UTILITY COORDINATION	LS	\$500.00	1	0	\$0.00	1	\$500.00
60	2531.501	CONCRETE CURB & GUTTER DESIGN B618	LF	\$40.00	20	0	\$0.00	0	\$0.00
61	2557.603	INSTALL WOODEN FENCE	LF	\$0.01	60	0	\$0.00	0	\$0.00
62	2563.601	TRAFFIC CONTROL	LS	\$500.00	1	0	\$0.00	1	\$500.00
63	2564.602	INSTALL SIGN	EACH	\$100.00	1	2	\$200.00	2	\$200.00
64	2571.501	CONIFEROUS TREE 10' HT B&B	TREE	\$0.01	1	0	\$0.00	0	\$0.00
65	2571.502	DECIDUOUS TREE 2.5" CAL B&B	TREE	\$0.01	4	0	\$0.00	0	\$0.00
66	2574.525	COMMON TOPSOIL BORROW	C Y	\$0.01	100	0	\$0.00	0	\$0.00
67	2575.502	SEED MIXTURE 25-131	LB	\$0.01	1	0	\$0.00	0	\$0.00
68	2575.515	MULCH MATERIAL TYPE 4	S Y	\$0.01	1000	0	\$0.00	0	\$0.00
69	2575.605	SEEDING	ACRE	\$0.01	0.2	0	\$0.00	0	\$0.00
Totals For Section Schedule B - Alternate No. 1:							\$2,968.75		\$54,766.70
Work Order 1 - 10									
70	2504.602	10" GATE VALVE & BOX	EACH	\$3,440.00	2	0	\$0.00	2	\$6,880.00
Totals For Work Order 1 - 10:							\$0.00		\$6,880.00
Project Totals:							\$9,096.34		\$250,589.07

02082-10 Contract Changes

No.	Type	Date	Explanation	Estimated Amount	Amount Paid To Date
WO1	Work Order	7/12/2016	10" Gate Valve	\$6,880.00	\$6,880.00
Contract Change Totals:				\$6,880.00	\$6,880.00

**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 19th day of December, 2017.

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 12-19-17-126

A RESOLUTION APPROVING VEOLIA CONTRACT EXTENSION

WHEREAS, The City of Hanover contracts with Veolia Water North America – Central, LLC; and

WHEREAS, the contract is set to expire December 31, 2017; and

WHEREAS, the City would like to extend the contract three years, setting a new expiration date of December 31, 2020.

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Hanover, Minnesota, hereby approves the contract extension with Veolia Water until December 31, 2020.

BE IT FURTHER RESOLVED, that the City Council authorizes its City Administrator to execute the contract extension.

Council members voting in favor:

Opposed or abstained:

Adopted by the city Council this 19th day of December, 2017.

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator



December 15, 2017

Honorable Mayor Chris Kauffman and Council
 City of Hanover
 11250 5th St. NE
 Hanover, MN 55340

Re: Extension of the Agreement for Operations, Maintenance and Management Services dated June 1, 1999, as amended by Amendment One dated September 17, 2002, Assignment and Amendment Two dated December 13 2007 and Extension Letter dated November 14, 2012 (collectively the “Agreement”) by and between The City of Hanover, Minnesota (“City”) and Veolia Water North America—Central, LLC (“VWNAC”)

Dear Mayor Kauffman and Council:

I would like to confirm that Veolia Water North America—Central, LLC is pleased to extend the term of our Agreement with the City of Hanover, Minnesota through December 31, 2020, pursuant to Article 10, Section 1 of the Agreement, as further amended by this Extension Letter Agreement.

Veolia’s Annual Fee for calendar year 2018 will be \$87,900. A breakdown is listed below:

HANOVER	2017	2018	% Difference	Mo Pymt
LIM Water	\$ 1,000	\$ 1,008	0.80%	\$ 84
R&M	\$ 1,000	\$ 1,008		\$ 84
LIM WW	\$ 11,500	\$ 14,880	29.39%	\$ 1,240
R&M	\$ 7,000	\$ 9,792		\$ 816
Utilities	\$ 4,500	\$ 5,088		\$ 424
O&M Water	\$ 34,764	\$ 35,004	0.69%	\$ 2,917
O&M WW	\$ 36,965	\$ 37,008	0.12%	\$ 3,084
Total Annual Fee	\$ 84,229	\$ 87,900		\$ 7,325

Term, Section 10.1, Page 10. The second sentence of Section 10.1 of the Term article shall be amended by deleting the existing sentence and replacing it with the following: “Thereafter this Agreement shall automatically be renewed for successive terms of three (3) years each, unless canceled in writing by either party no less than one hundred and twenty (120) days prior to expiration.”

The second sentence of Section 11.1 is amended by deleting the words “best-efforts basis” and replacing with “commercially reasonable efforts basis.”

Further, the VWNAC notice addresses contained in Section 12 are deleted and replaced with:

“If to VWNAC: Charles Melcher, SVP
Veolia Water North America-Central, LLC
700 E Butterfield Rd
Lombard, IL 60148

With a copy to: Jonathan Schwartz, Corporate Counsel
Veolia North America
53 State Street, 14th Floor
Boston MA 02109”

All other terms and conditions as specified in the Agreement, as amended by this Extension Letter Agreement, shall remain in full force and effect. If you are agreeable to the terms of this Extension Letter Agreement, please acknowledge the City’s acceptance of the above and return a signed copy of this letter to my attention at the address specified below. In the event you require additional information, please do not hesitate to contact me.

We value our relationship with Hanover and look forward to continuing our successful partnership for five more years.

Very truly yours,

Charles Melcher, SVP
Veolia Water North America-Central, LLC
700 E Butterfield Rd
Lombard, IL 60148

Acknowledged and Agreed:

The City of Hanover, Minnesota

By: _____

Title: _____

Date: _____

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

ORDINANCE NO 2017-08

AN ORDINANCE ADOPTING THE 2018 CITY OF HANOVER FEE SCHEDULE

THE CITY COUNCIL OF THE CITY OF HANOVER ORDAINS AS FOLLOWS:

Section 1. The City of Hanover Fee Schedule, as attached, is hereby adopted.

Section 2. This Ordinance shall be effective following its passage and publication. Publication may be made in summary form.

Adopted by the Hanover City Council this 19th day of December 2017.

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator



City of Hanover 2018 Fee Schedule

CITY HALL RENTAL FEES:

Community Room: No Alcohol

	<u>Under 100 People</u>	<u>Over 100 People</u>
Damage Deposit	\$ 200.00	\$ 200.00
Rental Fee	\$ 125.00	\$ 150.00

Community Room: With Alcohol

	<u>Under 100 People</u>	<u>Over 100 People</u>
Damage Deposit	\$ 200.00	\$ 200.00
Rental Fee	\$ 300.00	\$ 350.00
Set Up Fee	\$ 100.00	\$ 100.00
Deputy Fee	Current Rate	Current Rate

**required if liquor & dance: Deputy on duty (4 hrs)*

**Deputy fee is determined by the Wright County Sheriff's Department and may be subject to change without notice.*

Civic & Non-Profit Organizations

Meet Occasionally with kitchen \$ 50.00 per meeting

Other Rental Options

Benefit/Fundraiser: No Liquor	\$ 100.00
Benefit/Fundraiser: Liquor/Dance	\$ 125.00 + deputy fee
Kitchen use only	\$ 50.00
Funeral Receptions: No Alcohol	\$ 75.00
Conference Room Only: No Alcohol	\$ 25.00

Organizations Exempt from Rental Fees

City of Hanover	Hanover Fire Department	Hanover Historical Society
Crow River Lions	Hanover Golden Age Club	Hanover Lions
Hanover Athletic Association	Hanover Harvest Festival	Hanover Youth Ball

SETTLERS PARK SHELTER RENTAL FEES:

Damage Deposit	\$ 100.00
Rental Fee	\$ 134.21 Includes Tax

**If same group is also renting City Hall, damage deposit for shelter is waived.*

2017 Fee Schedule

MISCELLANEOUS FEES:

Cemetery Lots

Resident	\$ 750.00
Non-Resident	\$ 1,000.00
Cremation Lot	\$ 650.00
Locating / Staking Fee	\$ 50.00 per trip

Other Administrative Fees

Copies of Public Information	\$ 0.25/0.50 (black & white/color)
Copies of Public Information (on CD)	\$ 5.00
Faxes	\$ 1.00 per page
Compost Site Replacement Key Fob	\$ 5.00
Return/NSF Checks	\$ 30.00
Special Assessment Search	\$ 25.00 Per PID#
Administrative Citation of Code Offense	\$ 100.00 First Occurance
Administrative Citation Appeal Hearing to Officer	\$ 50.00 if violation is confirmed
Election Recount	\$ 1,000.00 escrow

(Discretionary - candidate responsible for actual costs)

Staff Billing Rates

Clerical	\$ 50.00 per hour
Accounting	\$ 65.00 per hour
Public Works	\$ 65.00 per hour
City Administrator	\$ 80.00 per hour
City Planner	current rate schedule
City Engineer	current rate schedule
City Attorney	current rate schedule
Special City Council/Board/Commission meeting	\$ 250.00 plus staff/consultant costs

OTHER PERMITS/LICENSES:

Cat or Dog License - Lifetime	\$ 20.00
Cat or Dog License - Replacement Tag	\$ 10.00
Cat or Dog Impound Fees	As billed by Animal Shelter
Solid Waste Haulers License	\$ 250.00 (6 licenses available)
Recycling Haulers License	\$ - (1 license available)
Utility Permit	\$ 100.00 Fee + \$75 per bore hole
Small Site Stormwater Permit	\$ 50.00
Large Site Stormwater Permit	\$ 200.00 Base + Erosion Control Escrow
Grading Permit (no building permit)	Will handle on case by case basis
Erosion Control Plan Security	Will handle on case by case basis
Rental Housing License (2 year)	\$ 75.00 plus inspection fees
Charitable Gambling Premises Permit	\$ 100.00
Peddler, Solicitor, Transient Merchant License	\$ 50.00 per application
Tattooing/Body Piercing Permit	\$ 250.00 per year
Pawn Broker License	\$ 5,000.00 per year + Investigation fee
Adult Use/Sexually Oriented Business License	\$ 12,000.00 per year + investigation fee

2017 Fee Schedule

BUILDING PERMITS:

Building Permit Fees	1997 UBC Fee Schedule
Plan Review Fee	plus 65% of 1997 UBC Fee Schedule
"Master Plan" Review Fee	plus 25% of 1997 UBC Fee Schedule
ISTS Site Review Fee	\$ 100.00
Septic Permit Fee	\$ 175.00
Re-inspection Fee (2nd Inspect)	\$ 50.00
Minor Residential Maintenance (door, same opening window replacement, siding, roof)	\$ 95.00 plus current State surcharge
Minor Inside Residential Maintenance (bath fans, other venting, gas fittings)	\$ 50.00 plus current State surcharge
Residential Fireplace Permits	
Solid Fuel Burning & Masonry	1997 UBC Fee Schedule
Gas Fired Mechanical	\$ 85.00 plus current State surcharge
Residential Furnace/AC/Softner	\$ 50.00 per unit plus current State surcharge
Residential Water Heater	\$ 50.00 plus current State surcharge
Irrigation System Permit	\$ 50.00 plus current State surcharge
Plumbing Permit	
Residential	\$ 50.00 base fee plus \$9.00 per fixture
Commercial	1997 UBC Fee Schedule
Mechanical Permit (Commercial)	1997 UBC Fee Schedule
Fire Suppression System Permit	1997 UBC Fee Schedule
Plan Review Fee	plus 65% of 1997 UBC Fee Schedule
Fire Alarm System Permit	1997 UBC Fee Schedule
Plan Review Fee	plus 65% of 1997 UBC Fee Schedule
Sign Permit	
Permanent Signs	1997 UBC Fee Schedule
Demolition Permit	\$ 100.00 residential
	\$ 200.00 commercial
Fence Permit	
Over 6'	1997 UBC Fee Schedule
Under 6'	Administrative Permit
Residential Landscape Escrow	\$ 2,000.00 per unit
Residential Erosion Control Escrow	\$ 2,000.00 per unit
Residential Infrastructure Escrow	\$ 1,000.00 per unit
Non-Residential Landscape Escrow	Will handle on case by case basis
Non-Residential Infrastructure Escrow	Will handle on case by case basis
Non-Residential Erosion Control Escrow	Will handle on case by case basis
Escrow Inspection Fee	\$ 50.00 per re-inspection required after initial request

**All full-size plan sheets submitted must be provided both in paper and electronically.*

Failure to provide an electronic version will result in a \$50 increase to the permit fee for scanning.

2017 Fee Schedule

DEVELOPMENT FEES AND CONNECTION CHARGES:

Sanitary Sewer Trunk Fee	\$ 2,270.00	per unit
Water Trunk Fee	\$ 903.00	per unit
Storm Sewer Trunk Fee	\$ 0.08	per square foot
Park Dedication Fee	\$ 2,786.00	per unit
Storm Warning Siren Fee	\$ 68.63	per acre
Connection Permit Charges:		
Sewer Permit Fee	\$ 125.00	
Sewer Connection Fee (SAC)	\$ 5,212.00	per SAC unit
Water Permit Fee	\$ 125.00	
Water Connection Fee (WAC)	\$ 2,241.00	per WAC unit
Water Meter Fee	\$ 500.00	

Utility Rates

Water Distribution Rates (City Portion)	\$ 1.41	base fee per month
	\$ 1.01	Per 1,000 gallons
Sewer Rates	\$ 30.85	minimum per month (up to 7,000 gallons)
	\$ 6.13	per 1,000 gallons over 7,000 gallons
Storm Water Utility Rate	\$ 102.00	per REF per year, capped at 2 acres

Examples of Storm Water Fee on Various Parcels:

Neighborhood Residential	\$ 34.00	Per lot
Rural Residential	\$ 34.00	Per lot
Commercial/Downtown commercial	\$ 173.40	Per acre
Industrial	\$ 193.80	Per acre
Public/Institutional	\$ 102.00	Per acre
Parks/Open Space	\$ 30.60	Per acre
Agricultural	\$ 30.60	Per acre

Late Fee	Per Joint Powers 2016 fee schedule
Water Shut-off/Turn-on Fee	\$35.00

FEES FOR EMERGENCY PROTECTION FIRE SERVICES:

Fire Department False Alarm Fee	\$150	third false alarm within 12 mos (Jan - Dec)
Additional False Alarms Add-On Fee	\$100	added to each fee after third during same 12 mos
		Ex: 3rd false alarm - \$150, 4th - \$250, 5th - \$350, etc.
Engine	Up to 4 Personnel	\$ 275.00 per hour
Ladder/Aerial	Up to 4 Personnel	\$ 275.00 per hour
Water Tender	Up to 2 Personnel	\$ 200.00 per hour
Heavy Rescue/Rescue/Ambulance	Up to 2 Personnel	\$ 185.00 per hour
Command Vehicle/Utility Truck/Grass Truck	Up to 2 Personnel	\$ 85.00 per hour
ATV/UTV with Water Tank	Up to 2 Personnel	\$ 50.00 per hour
Extra Personnel		\$ 15.00 per hour
County Special Response Unit		\$ 500.00 per hour
County Fire Investigation Team		\$ 300.00 per hour

2017 Fee Schedule

ECONOMIC DEVELOPMENT:

Tax Increment Financing Fee Schedule

Pre-Application	No fee
Final Application	\$12,000 with funds placed in an escrow and any portion remaining following payment for a fiscal advisor, legal and economic development consulting, remainder to be returned to applicant.
Annual Fee	Depending on size of the district, the City will generally retain up to 10% of the annual tax increment for administration of the TIF district. This includes annual reports to the county, school district, official newspaper and State Auditor's Office.

Note: TIF application fees generally range from \$5,000 to \$12,000 in cities. Fees cover the fiscal analysis, creation of the district, filing of the TIF plan with the State, and legal fees for preparation of the Development Agreement.

Tax Abatement Fee Schedule

Pre-Application	No fee
Final Application	\$6,500 with funds placed in an escrow and any portion remaining following payment for fiscal advisor, legal and economic development consulting; remainder to be returned to applicant.

Liquor Licenses

Intoxicating Liquor Off-Sale License	\$	100.00
Intoxicating Liquor On-Sale License	\$	3,100.00
Intoxicating Liquor Sunday License	\$	200.00
Intoxicating Liquor Temporary License	\$	50.00 plus any state fees
3.2% Malt Liquor Off-Sale License	\$	110.00
3.2% Malt Liquor On-Sale License	\$	35.00
3.2% Malt Liquor Temporary License	\$	25.00
Wine License On-Sale	\$	1,550.00
Investigation Fee	\$	300.00
Surety Bond	\$	3,000.00
Duplicate License	\$	10.00

2017 Fee Schedule

PLANNING AND ZONING:

	Base	Escrow
Annexation	\$ 300.00	\$ 3,000.00
Appeals	\$ 250.00	\$ 500.00
Comprehensive Plan Amendment	\$ 300.00	\$ 500.00
Flood Use Permit	\$ 300.00	\$ 500.00
Ordinance Amendment (text or map)	\$ 300.00	\$ 500.00
PUD Concept Plan	\$ 300.00	\$ 1,000.00
PUD General Plan	\$ 300.00	\$ 2,000.00
PUD Final Plan	\$ 300.00	\$ 1,000.00
Administrative Lot Split/Consolidation	\$ 300.00	\$ 500.00
<i>*Fee & escrow for administrative lot split/consolidation does not include park dedication fees or other development fees. See Subdivision Ordinance for more details.</i>		
Site Plan Review	\$ 300.00	\$ 750.00
Administrative Site Plan Amendment	\$ 100.00	\$ -
Sketch Plan Review	\$ 250.00	\$ 500.00
Conditional Use Permit	\$ 300.00	\$ 2,000.00
Interim Use Permit	\$ 300.00	\$ 2,000.00
Variance	\$ 300.00	\$ 1,000.00
Concept Plan Review	\$ 300.00	\$ 1,500.00
Preliminary Plat - Residential		
(up to 50 lots)	\$ 400.00	\$ 15,000.00
(51-100 lots)	\$ 400.00	\$ 15,000.00 plus \$250/lot > 50
(101-200 lots)	\$ 400.00	\$ 27,500.00 plus \$200/lot > 100
(over 200 lots)	\$ 400.00	\$ 47,500.00 plus \$150/lot > 200
Preliminary Plat - Commercial/Industrial		
(0-10 acres)	\$ 400.00	\$ 10,000.00
(11-20 acres)	\$ 400.00	\$ 15,000.00
(21-40 acres)	\$ 400.00	\$ 20,000.00
(40 + acres)	\$ 400.00	\$ 25,000.00
Final Plat	\$ 300.00	\$ 3,000.00
Vacation	\$ 300.00	\$ 500.00
Administrative Permit	\$ 50.00	\$ 100.00
Environmental Review	\$ 300.00	\$ 10,000.00 (EAW,EIS,AUAR)
Wetland Mitigation	\$ 300.00	\$ 2,000.00

A 10% Administration Fee will be charged at the time of development agreement for subdivisions.

- 1) Posted escrows shall be used to cover City expenses associated with the review of applications, including staff and consulting staff (Attorney, Engineer, Planner, and/or Others).
- 2) Actual costs not fully paid or reimbursed from the base fee shall be paid or reimbursed from the escrow deposit.
- 3) All escrows shown above represent funds sufficient for a typical review of an application. City staff, after reviewing the application, may require a higher escrow based on the complexity of an application. Staff will provide a justification for the higher escrow requirement to the applicant.
- 4) Failure to pay an outstanding escrow may result in the City certifying the outstanding escrow to the County Auditor for collection through the property tax or the City placing a lien in the amount of the outstanding escrow on the property.
- 5) It shall be the responsibility of the applicant to contact the City, in writing, to request the return of any unused portion of the escrow deposit.
- 6) Applicants for Special Meetings are responsible for consulting staff fees associated with meeting attendance.
- 7) All full-size sheets submitted must be provided both in paper and electronically. Failure to provide an electronic version will result in a \$50.00 charge to the escrow for scanning.

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

ORDINANCE NO. 2017-09

**AN ORDINANCE AMENDING CHAPTER 10
PERTAINING TO MINERAL EXTRACTION**

THE CITY COUNCIL OF THE CITY OF HANOVER ORDAINS AS FOLLOWS:

Section 1. Certain definitions in Section 10.01 of the City of Hanover Code of Ordinances are repealed in their entirety as follows:

Mining.

Section 2. New definitions are added to Section 10.01 of the Hanover Code of Ordinances as follows:

Blasting. The practice or occupation of removing, by means of explosives, any mass, especially rocks, buildings, etc.

Haul Road. An internal private road used to transport material.

Haul Route. An external public road used to transport material.

Mining. The process of extraction and removal of sand, gravel, rock, aggregate, minerals, or similar materials for financial gain.

Mineral Extraction. Extraction of inorganic materials such as ore, gravel or sand.

Mining, accessory use. Uses customarily incidental to mining located on the same site, such as stockpiling, sorting, screening, washing, crushing, batching, recycling of concrete, asphalt, and related maintenance facilities.

Reclamation/End Use. The process of creating useful landscapes that meet a variety of goals. It includes all aspects of this work, including material placement, stabilizing, capping, regrading, and placing cover soils, revegetation, and maintenance.

Stockpile. A pile or storage location for bulk materials, forming part of the bulk material handling process. Stockpiles are normally created by a stacking conveyor.

Topsoil. The upper outermost layer of soil, usually in the top two (2) to eight inches (8"). It has the highest concentration of organic matter and is where most of the earth's biological soil activity occurs.

Explosives. Any chemical or other substance intended for the purpose of producing an explosion or that contains oxidizing or combustible units or other ingredients in such proportions or quantities that ignition by fire, by friction, by concussion, by percussion or by detonation may produce an explosion capable of causing injury to persons or damage to property. The term "explosive" includes, but is not limited to, the following: black powder (all varieties), dry gun cotton, nitroglycerine, dynamite, chlorates, fulminates, all sensitized ammonium nitrate compositions and any other of their compounds or mixtures, smokeless powder, wet gun cotton and wet nitrostarch.

Section 3. Section 10.25 and Section 10.27 are amended as follows:

Mineral Extraction is added as an Interim Use in all zoning districts.

Section 4. A new Section 10.72 is added as follows:

SECTION 10.72 MINERAL EXTRACTION

A. PURPOSE

The purpose of this Section is to control mining operations so as to minimize conflicts with adjacent land uses and to ensure that the mining area is reclaimed with a use compatible with the Comprehensive Land Use Plan and completely restored at the completion of the mining operation.

B. ADMINISTRATION

1. Permit Review. An interim use permit shall be required for all mining operations. All existing operations shall obtain a permit within five (5) years following adoption of this Ordinance. The City Council may also require a financial guarantee in a form acceptable to the City from the landowner to ensure that the conditions in this Section are met.
2. Portable asphalt and concrete mixing plants are not allowed as an accessory use to a mining operation.
3. Asphalt and concrete recycling facilities may be allowed as accessory uses in a mining operation with an approved Interim Use subject to the following standards:

- a. A Wright or Hennepin County Solid Waste License is issued for the facility (conditions may be placed on the license limiting volumes, stockpile height, stockpile location, crushing hours, or any other conditions the County considers necessary to protect the interest of the surrounding area).
 - b. A financial surety in a form acceptable to the City is established to ensure the removal of stockpiled recycle material. The amount of the financial surety shall be established by the City based on the volume of material approved in the IUP to be stored on-site.
 - c. Processing of recycled material shall be done in compliance with paragraph D of this Section.
 - d. The maximum volume of recycle material on any one site shall not exceed 30,000 cubic yards.
4. The operations covered by this Section shall be the mining, crushing, washing, refining, or processing of sand, gravel, rock, black dirt, peat, and soil and the removal thereof from the site.
 5. For the purposes of this Section, mining shall not include the removal of materials associated with the construction of a building, the removal of excess materials in accordance with approved plats, utility or highway construction, agricultural improvements within the property, sod removal and minor wetland impacts under 20,000 square feet of cumulative impacts (previous and proposed) that have received an approved “no loss” or “exemption” determination from the local government unit administering the Wetland Conservation Act.
 6. **Renewal of Mining Interim Use Permits.** All property owners and residents within one quarter (1/4) mile of the mining operation shall be notified of a proposed mining interim use permit renewal request.
 7. **Annual Certificate of Permit Compliance.** As a condition of any mining interim use permit, the property owner and/or applicant shall annually submit graphic and/or narrative information on the mining operation demonstrating compliance with the approved interim use permit, progress on reclamation plans, and related conditions. Said compliance information shall be submitted thirty (30) days prior to the anticipated opening date of the mine each spring. The Zoning Administrator shall review the compliance information and conduct a field inspection to certify that the mining operation is in compliance with the approved interim use permit and the financial surety are adequate to complete the restoration. The certification shall be completed before mining begins. Failure to submit the annual compliance information or violations of the

interim use permit may be grounds for revocation of the interim use permit.

C. INFORMATION REQUIRED

The following information shall be provided by the person or agency requesting the interim use permit:

1. Name and address of person or agency requesting the interim use permit.
2. The legal property description and acreage of area to be mined.
3. The following maps of the entire site and including all areas within three hundred fifty (350) feet of the site. All maps shall be drawn at a scale of one (1) inch to one hundred (100) feet unless otherwise stated below.

Map A - Existing conditions to include:

- a. Contour map (two (2) foot intervals).
- b. Existing vegetation.
- c. Wetlands and existing surface water drainage patterns.
- d. Existing structures.
- e. Existing wells.

Map B - Proposed Operations to include:

- a. Structures to be erected.
- b. Location of sites to be mined showing depth of proposed excavation.
- c. Location of machinery to be used in the mining operation.
- d. Location of storage of mined materials, showing maximum height of storage deposits.
- e. Location of vehicle parking, access roads and local routes to truck routes.
- f. Staging of mining activity.

Map C - End Use Plan to include:

- a. Final grade of proposed site showing elevations and contour lines at two (2) foot intervals.
- b. Location and species of vegetation to be replanted.
- c. Reclamation staging plan.
- d. Proposed land use and development plan.

4. A plan for dust and noise control.
5. A complete description of all phases of the proposed operation to include an estimate of duration of the mining operation, location and approximate acreage of each stage, and time schedule for reclamation.

6. A description of haul routes to be utilized.
7. Any other information requested by the Zoning Administrator, Planning Advisory Commission and City Council.

D. PERFORMANCE STANDARDS

For mining operations approved after the date of adoption of this Ordinance:

1. **General Provisions.** Weeds and any other unsightly or noxious vegetation shall be cut or trimmed as may be necessary to preserve a reasonably neat appearance and to minimize seeding on adjacent property. All equipment used for mining and extraction operations shall be constructed, maintained and operated in a manner to minimize, as far as practical, noise, dust and vibrations adversely affecting the surrounding property.
2. **Water Resources.** The mining operation shall be conducted in such a manner as to minimize interference with the surface water drainage outside of the boundaries of the mining operation.
3. **Safety Fencing.** Safety fencing may be required around all or portions of the mining operation at the discretion of the City.
4. **Haul Roads.** Haul roads shall have direct access to public roads that are classified as a collector and that do not require access through an area utilized for residential purposes or through downtown Hanover. The location of the intersection of haul roads with any public roads shall be selected such that traffic on the access roads will have a sufficient distance of public road in view so that any turns onto the public road can be completed with a margin of safety as determined by the Zoning Administrator.
5. **Haul Routes.** Haul routes on city collector roads shall be identified and shall be located in a manner that provides the closest proximity from a haul road to the nearest county or state road. The city collector road designated as the haul route must be constructed as 10-ton roads. In the event that a collector road does not meet these requirements, the project proposer shall upgrade the roads at their sole expense.
6. **Screening Barrier.** To minimize problems of dust and noise and to shield mining operations from public view, a screening barrier shall be required between the mining site and adjacent properties. A screening barrier shall also be required between the mining site and any public road located within five hundred (500) feet of any mining or processing operation. A viewshed analysis shall be submitted with the application includes the

development of a model of site specific conditions such as topography, vegetation, equipment, stockpiles and proposed site structures. Key view areas shall be represented through drawings, photos, cross-sections or other imaging methods. The screening barrier shall consist of berms which shall be planted with a species of fast growing trees. The tree species must be approved by the Zoning Administrator.

7. Dust. Operators shall utilize all practical means to reduce the amount of dust caused by the operation. In no case shall the amount of dust or other particulate matter exceed the standards established by the Minnesota Pollution Control Agency.
8. Setback. Processing of minerals including recycle materials shall not be conducted closer than two hundred fifty (250) feet to the property line, nor closer than five hundred (500) feet to any residential structures.
 - a. Mining operations shall not be conducted closer than two hundred (200) feet to any residence or residential zoning district boundary existing on the approval date of the mining interim use permit.
 - b. Mining operations shall not be conducted closer than one hundred (100) feet to any property line, or within one hundred feet (100) feet of the right-of-way line of any existing or platted street, road or highway, except that the City Council may permit excavating to be conducted within such limits in order to reduce the elevation thereof in conformity to the existing or platted street, road or highway engineering plans. Side slopes of the mining operation shall be in conformance with the site plan.
9. Appearance. All buildings, structures and equipment shall be maintained in such a manner as is practical and according to acceptable industrial practice to assure that such buildings, structures and equipment will not become dilapidated.
10. Hours of Operation. All mining operations shall be conducted between the hours of 7:00 a.m. and 7:00 p.m. on weekdays only.
11. Haul Roads. All haul roads from mining operations to public highways, roads or streets shall be paved for a distance of not less than five hundred (500) feet from the point of intersection of the haul road with the public highway, road or street.
12. Mining Operations Within the Shoreland District. Mining and processing operations shall not be located in the shoreland district.
13. Mining Operations Within the Floodplain or Floodway. Mining and processing operations shall not be located in the floodplain or floodway.

14. Mining Operations Near Water Table. Not less than ten (10) feet of separation shall be maintained between the lowest grade mining at which mining is permitted and the water table.
15. Blasting/Explosives. Blasting is prohibited.
16. Noise. The operator shall exercise its best efforts to control noise to minimum practical levels. Backup horns, bells, strobe lights, and other warning devices shall be adjusted to the minimum level required by law. Operator shall use broadband or white noise backup alarms on all its mobile equipment.

E. LAND RECLAMATION

All mining sites shall be reclaimed immediately after mining operations cease. Reclamation shall be completed within one (1) year. The following standards shall apply:

1. Within a period of three (3) months after the final termination of a mining operation, or within three (3) months after abandonment of such operation for a period of six (6) months, or within three (3) months after expiration of a mining permit, all buildings, structures and plants incidental to such operation shall be dismantled and removed by, and at the expense of, the mining operator last operating such buildings, structures and plants. An extension may be granted for those buildings, structures, machinery and plants required to process previously mined materials stored on the site. Security acceptable to the City shall be required. Such extension may apply for only one (1) year, after which said buildings, structures, machinery and plants shall be removed.
2. No part of the reclamation area which is planned for utilization for uses other than open space shall be at an elevation lower than the minimum required for gravity connection to sanitary and storm sewer. Provision for surface water run-off shall be made. All property shall be graded to properly drain. The peaks and depressions of the area shall be graded and back-filled to a surface which will result in a gently rolling topography in substantial conformity to the land area immediately surrounding, and which will minimize erosion due to rainfall. No finished slope shall exceed twenty (20) percent grade.
3. Reclamation shall begin after the mining of twenty-five percent (25%) of the total area to be mined or ten (10) acres, whichever is less. Once these areas have been depleted of the aggregate deposit they shall be sloped and seeded in compliance with the end use plan.

4. Reclaimed areas shall be surfaced with soil of a quality at least equal to the topsoil of land areas immediately surrounding, and to a depth of at least six (6) inches. The topsoil shall be seeded, sodded, or planted. Such planting shall adequately retard soil erosion.
5. The finished grade shall be such that it will not adversely affect the surrounding land or future development of the site and shall be consistent with the end use plan.

Section 4. This Ordinance shall be in force and effect after adoption and publication in summary form in the official newspaper of the City of Hanover in accordance with applicable law. Staff is directed to prepare a summary form of the ordinance.

Adopted by the Hanover City Council this ___th day of _____, 2017.

CITY OF HANOVER

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 19th day of December, 2017.

The following Council Members were present:

The following Council Members were absent:

A motion to table the following resolution was made by ___ and seconded by ____.

.....

RESOLUTION NO 12-19-17-127

A RESOLUTION APPROVING A PHONE SYSTEM UPGRADE

WHEREAS, the City of Hanover currently has an aging phone system; and

WHEREAS, staff received quotes from Loffler, Marco, Comcast, and GuidancePoint Technologies to upgrade the City’s phone system; and

WHEREAS, staff recommends the approval of the attached proposal to complete a phone system upgrade through Digium Cloud Services in City Hall and implementation of the same phone system at the new Public Works Facility.

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Hanover, Minnesota, hereby approves the attached proposal submitted by GuidancePoint Technologies for the purpose of upgrading the City phone system at City Hall and Public Works Facility with a Digium Cloud Services product.

Council members voting in favor:

Opposed or abstained:

Adopted by the city Council this 19th day of December, 2017.

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator



Prepared For: Brian Hagen
 City of Hanover
 brianh@ci.hanover.mn.us
 (763) 497-3777

Sales Agent: Perry Zachman
 Email: perry@guidancepoint.com
 Phone: 7634978070
 Quote: #Q021101
 Date: 12/14/2017
 Valid Until: 1/13/2018

Upfront Charges

Including first month's service for new recurring charges

Item	Quantity	Price	Ext. Price
Monthly Seat Charge	8	\$28.99	\$231.92
Switchvox Cloud Seat Activation	8	\$0.00	\$0.00
Monthly fee for E911 local VoIP phone number used with Digium Cloud Services	3	\$2.00	\$6.00
Transfer of local phone number from previous carrier to Digium Cloud Services	4	\$5.00	\$20.00
Digium D65 6-Line Gigabit IP Phone, 3 Year Contract	8	\$7.00	\$56.00

Initial Upfront Costs*: \$313.92

Monthly Recurring Costs

Item	Quantity	Price	Ext. Price
Monthly Seat Charge	8	\$28.99	\$231.92
Monthly fee for E911 local VoIP phone number used with Digium Cloud Services	3	\$2.00	\$6.00
Digium D65 6-Line Gigabit IP Phone, 3 Year Contract	8	\$7.00	\$56.00

Monthly Recurring Costs*: \$293.92

Special Instructions

Quote valid for 30 days. All amounts in US dollars. Shipping, Tax and FCC fees are not included in the quote. All services charged to customer credit card on monthly statement date. All services provided by Digium Cloud Services, LLC. Inbound toll free services are charged separately by the minute. International calling must be activated by customer request and is charged separately on the basis of destination(s) called. This quote does not include on-site installation or other value add services that can be offered by a Digium reseller. If you need on-site installation, training, network analysis or other IT related services, we can provide a local Digium reseller to assist with your project.

The Digium Cloud Services Master Service Agreement can be viewed at: <https://www.digium.com/dcs-terms>

This Digium Cloud Services Quote can be used to place an order at: <https://digiumcloud.com/msp/checkout/index/a1a8000002QAR3AAO>



Switchvox® Cloud

It's more than a phone system. It's a better way to communicate.



The Asterisk Company

Empowering Communication



Switchvox Cloud

Digium's award-winning Switchvox—now available in the cloud.

Why Switchvox Cloud?

- All features included
- Best user experience in the industry
- No hidden costs
- US-based in-house support for onboarding and post-sales technical support

What's included in Switchvox Cloud?

Service features:

- Dedicated local number (DID) per extension
- Unlimited and Metered plans available
- Unlimited extension-to-extension calling
- HD voice (where available)

General phone system features:

- Personalized Switchboard for every user
- Mobile device support
- Call queues
- Visual Voicemail
- Detailed reporting
- Conference calling
- IVR and Auto-attendant

Switchvox Cloud is Digium's cloud-based Unified Communications (UC) solution for Small and Medium-sized Businesses (SMBs). Switchvox Cloud is more than a hosted IP PBX; it is a full-featured UC cloud solution, affordably priced, starting at \$12.99 per user. In addition to receiving reliable, high-quality VoIP phone service for all employees, you also have access to the following features: **mobility, call queues, voicemail, unified messaging, presence, chat, IVRs, integration with Salesforce CRM, monitoring, reporting, on-demand recording, and more.** All of the features are included with no additional fees, making Switchvox Cloud the best value for your complete hosted UC solution.

Switchvox Cloud is based on Digium's award-winning Switchvox business phone system. Recognized as a powerful IP communications system, Switchvox is built for SMBs looking for enterprise-class features at an affordable price.

The same features and flexibility of the premises (on-site)-based Switchvox phone system are now available in Switchvox Cloud and are easily accessible to businesses with as few as five users or with hundreds of users.

With Switchvox Cloud you can have access to a business-class phone system while completely eliminating costly CapEx. Now with Unlimited and Metered minute pricing plans, you can choose the pricing

that works best for your company, starting as low as \$12.99 per user/per month! Switchvox Cloud makes it easy to get started with no upfront costs, hassle-free

installation and no ongoing maintenance.

Flexible pricing options:
 Unlimited plans starting at \$29 per user, and
 Metered plans starting at \$12.99 per user

*Switchvox Cloud is available only in the US lower 48 states.



Real-Time Interaction

Switchvox's Switchboard provides users with web-based call control and unmatched visibility into company communications

Switchvox Offers Enterprise-Class Features at a Price You Can Afford

Mobility (Fixed Mobile Convergence)

Access all the power of your desk phone anywhere you go with the Switchvox Softphone for iPhone and Android. Receive, transfer, create conferences, change your status and more, all from your smartphone.

Presence

See who is in the office, and know who is on a call or away from their desk. Call rules update automatically based on an employee's presence.

Unified Messaging

With voicemail delivered to your inbox or mobile device, you can stay in communication, wherever you are.

Reporting and Call Logging

See details about all calls in your system. Custom, statistical reports can be scheduled and emailed to you automatically.

Collaboration

The Switchboard's multimedia chat lets you communicate with a customer or coworker using voice, video, screensharing, or text. Multimedia chat lets you share the camera or the screen on your desktop or laptop computer, and includes a text chat.

Recording and Monitoring

Great for training and auditing calls, managers can easily monitor, whisper, barge and record calls from the Switchboard. You can also record calls directly from your Digium phone.

Call Queues (Automated Call Distribution)

Not just for the call center, Switchvox and Digium phones bring powerful call queuing functionality to even the smallest business that needs to efficiently handle inbound calls.

CRM Integration

Switchvox is integrated with Salesforce.com. Your sales and service organization will have customer information right at their fingertips when they get a phone call. What a productivity boost!

Conferencing

A built-in conference bridge allows all of your employees to manage their own conference rooms on-demand.

Interactive Voice Response

The extensive built-in IVR allows you to automatically provide information as well as collect information about the caller, and get the caller where they need to go when they first call your office.

Test drive the Switchboard:
www.digium.com/switchvoxdemo

Visit the full feature list:
www.digium.com/switchvox



Digium phones are the perfect complement for Switchvox Cloud and are available for purchase or for rent at a low monthly rate.

Digium Phones

Designed Exclusively for Switchvox Cloud

The Digium phones are the first phones designed exclusively for Switchvox Cloud. Offering the tightest integration possible, these phones incorporate plug-and-play installation saving you time. Extend your Switchvox Cloud system to your desktop phone with built-in apps or build your own apps with an open API. You can customize your complete communications experience whether you're in the office or on the road.

Switchvox Cloud allows you to acquire phones in a way that fits best for your budget. You can purchase the phones outright, or choose to take advantage of the Digium IP Phone Rental Program. The phone rental program lets you bundle the cost of phones with your monthly Switchvox Cloud bill and fully eliminate the upfront hardware costs associated with the implementation of your hosted PBX.

	D60 Entry-level	D62 Entry-level, Gigabit	D65 Mid-level	D80 Executive-level
Line Registrations	2	2	6	1
Feature Keys	4	4	4	Touchscreen
Rapid Dial/ Busy Lamp Field Keys	Up to 1 key 1 contact	Up to 1 key 1 contact	Up to 5 keys 100 contacts	Up to 20 on-screen, scrolling to 100 contacts
Ethernet LAN and PC Port	10/100Base-T	10/100/1000Base-T	10/100/1000Base-T	10/100/1000Base-T
Built-in Bluetooth	No	No	■	Coming soon
Main Display	4.3 inch, color	4.3 inch, color	4.3 inch, color	High-definition 7", color, capacitive touch
Power over Ethernet (PoE)	■	■	■	■
Advanced Phone Applications	■	■	■	■

FREE
IP PHONE
FOR EVERY USER!



Choose Switchvox Cloud,
a fully-featured hosted PBX, and

SAVE OVER \$3000!

While supplies last

Don't miss out on this limited time offer

There is no better time than now to take your company communications to the next level and experience the power of Switchvox Cloud. While supplies last, sign up for Switchvox Cloud and receive a free Digium D60 IP phone for every user! Combined with the additional service discount of a 3-year agreement, you can save over \$3000 with Digium's fully-featured hosted PBX solution.

Here's how it works:

- **Sign up** for a 3-year Switchvox Cloud unlimited service plan while D60 supplies last.
- **Receive** a Digium D60 IP phone free for every new Switchvox Cloud seat.
- **Enjoy** Switchvox Cloud for the entire 3-year term and pay nothing for the Digium D60 IP phones.

To learn more about Digium IP Phones, visit www.digium.com/phones



Digium Cloud Services takes advantage of the industry's latest practices and equipment to ensure that customers have reliable cloud communications to power their business.

The Digium Cloud Services Difference

Digium understands that your phone system is the gateway to your customers. We take every measure to ensure network reliability at all times. Our data center is SSAE16 certified and for your peace of mind, we provide a Guaranteed Uptime Service Level Agreement (GUSLA). Our mission is to provide a highly available network and the business continuity you need to stay connected.

Systems Infrastructure

Our systems infrastructure has been specifically engineered to maintain constant uptime for our customers. It has been architected with redundancy, backups, 24/7 monitoring, and rigorous security parameters. All systems are connected through a fully redundant fiber storage network and feature dual power supplies and line cards. Our redundant servers provide fault tolerance for hardware failures and prevent service loss for your business communications.

Network Infrastructure

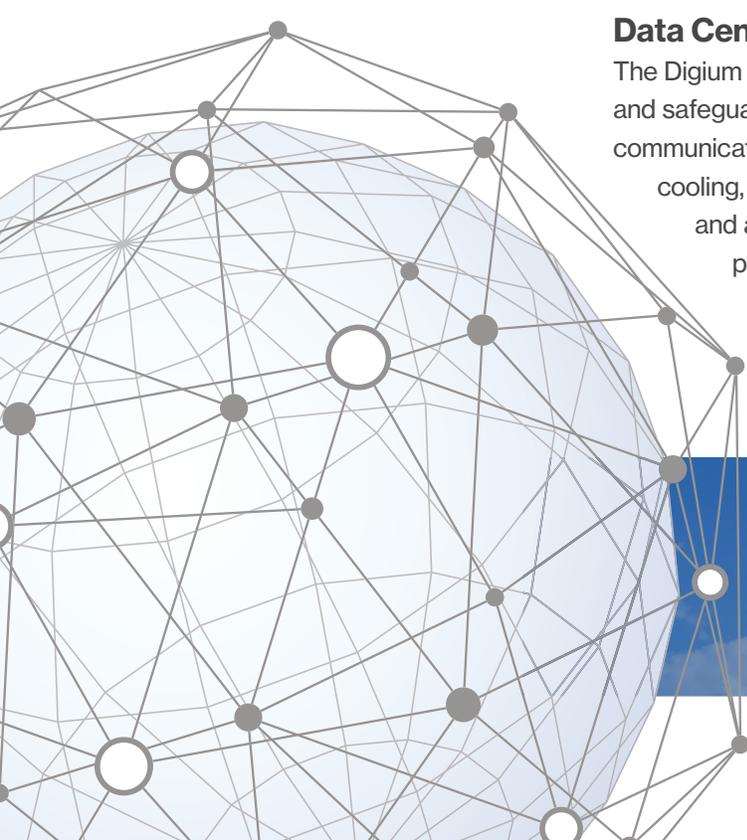
Our network infrastructure is a carrier-class backbone with a fully redundant network architecture. It features GigE network connectivity with multiple Tier 1 data and voice carriers for redundancy. Our network is protected by redundant firewalls for next-generation level protection.

Data Center

The Digium Cloud Services Data Center is designed to support and safeguard the assets necessary to deliver your business communications. The facility has been equipped with N+1 redundant cooling, dual-secured entry, an FM200 fire suppression system, and a high-sensitivity grounding grid. Digium has taken a proactive approach to securing our data center and protecting our customers' services.

Why Digium Cloud Services?

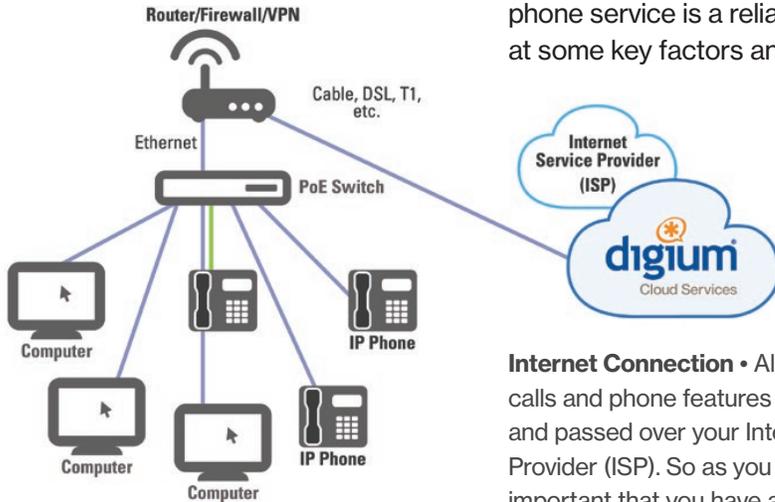
- SSAE16 Certified Data Center
- Guaranteed Uptime SLA
- 24/7 NOC Monitoring
- Redundant Carrier Connectivity
- In-depth Security
- 24/7 US-based Support



To learn more about how Digium Cloud Services can give your business an advantage, visit:
www.digium.com/switchvoxcloud

Network Readiness

Far and away the most important key to success with hosted phone service is a reliable internal network. Let's take a look at some key factors and some ways to be prepared.



Network Components

One of the major benefits of Cloud-based phone systems like Switchvox Cloud is that you really don't need a lot of equipment to get started. Here's a list of components you will need for a quality network and a diagram of how it's all laid out:

Important Features

Quality of Service (QoS) • QoS is a feature available for routers and switches that ensures that the traffic generated by your phone calls receives priority over other traffic like general web traffic, video downloads, or social media viewing. It makes sure that your phone calls always come through and sound great regardless of what else is going on in your business. Digium recommends using routers and switches that support QoS to ensure your voice traffic gets priority on your network.

Power over Ethernet (PoE) • PoE is an optional feature available on some network switches that allows you to power IP phones over an Ethernet cable instead of an external power supply that connects to a wall outlet. The switch will power the phones for you so you can reduce outlet use and you don't have to spend any additional money to power your phones.

Internet Connection • All of your phone calls and phone features will be controlled and passed over your Internet Service Provider (ISP). So as you can imagine, it's important that you have an Internet connection that is reliable and provides the necessary bandwidth. As a general rule, you need to have 100kb of bandwidth for every simultaneous call to be sufficient. So, if you predict that you will handle 10 simultaneous calls at your peak, you need to have a minimum of 1MB of bandwidth available for your phone system.

Important Information Regarding Firewalls:

Before Digium Cloud Services can activate your account, we will need you to prepare your network to receive our service. At a minimum, you will need to configure your firewall such that it:

- Allows traffic to and from your network to the Digium Cloud Services network on the following ports and protocols
- UDP port range 5060-5062 (SIP signaling)
- UDP port range 10000-20000 (RTP media streams)
- UDP port range 40000-50000 (Digium phone options signaling)
- Disables SIP Application Layer Gateway (SIP ALG) functionality or any other SIP transformation functionality available in your firewall
- Enables consistent Network Address Translation (consistent NAT) functionality where available
- Applies Quality of Service (QoS) priority to traffic moving to and from the Digium Cloud Services network on the ports

Modem • The modem is the device that is typically provided by your ISP that's the link between their service and your office.

Router/Firewall • A router is a device in your network that is responsible for prioritizing and routing your network traffic as well as connecting devices to your Internet connection. A firewall is equipment that helps protect your company from malicious content and individuals when devices are connected to the Internet.

Switches • Network switches allow you to connect multiple devices to your network and are responsible for directing the appropriate traffic to those devices. In short, these are what your phones will connect to.

referenced previously (SIP signaling, RTP media streams, Digium phone options signaling)

A failure to properly implement these configurations *will* result in one or more of the following service issues:

- Poor call quality
- One-way audio on phone calls
- Inability to connect phones to our service
- Inability to make and take phone calls over our service

Digium Cloud Services recommends that you consult your IT resource(s) in advance of your scheduled activation call to make sure that they are able to implement the required configurations. If your IT resources require further information or assistance, they can access the Digium Cloud Services knowledge base in our support portal.

Need help with your network?
www.digium.com/networkready
for helpful tools and tips.

With all features included,
Digium is recognized as the **Best Value in UC Phone Systems.**

“SMBs are expected to continue to retain a cautious approach to spending, and their UC decisions will be shaped not only by business process and communications improvements, but also by hard cost factors (like cost savings). This means some SMBs will take a more evolutionary approach to UC as they leverage existing investments in phones or communications infrastructure instead of migrating to UC suites in a single leap.”

Gartner, Marketscope Report, *Magic Quadrant for Corporate Telephony*

Authors: Jay Lassman, Steve Blood, Geoff Johnson



Want to find out more about Switchvox?

Access product information, videos,
white papers, and interactive demos at

www.digium.com/switchvox



We're changing the way the world communicates. **Again.**

Digium®, Inc. provides Asterisk® software, telephony hardware, and Switchvox® business phone systems that deliver enterprise-class Unified Communications at an affordable price.

Digium is the creator, primary developer and sponsor of the Asterisk project; the world's most widely used open source communications software. Asterisk turns an ordinary computer into a feature-rich communications server. With a community of more than 80,000 developers and users worldwide, Asterisk has been used to create VoIP communication solutions in more than 170 countries. Since 1999, Digium has empowered developers to create innovative communications solutions based on open standards and open source software, providing an alternative to proprietary phone system vendors. Digium's business communications products are sold through a worldwide network of reseller partners.

For more information on Switchvox: www.digium.com/switchvox • +1 256-428-6271

Digium Headquarters: +1 256-428-6000 • www.digium.com

Recognized as the best in the industry.



Your recommended solution follows this page.
Please feel free to contact us if you have questions.

Safety Committee:

City Hall Staff

Fire Department: (selected by the dept. and ratified by Council)

Fire Chief:	Dave Malewicki
Chief 2:	Toby Heinz
Captain 1	Ken Warpula
Captain 2	Tony Wychgram
Captain 3	Dave Kottke
Captain 4	Steve Vrieze
Lieutenant 3	Dave Pinor
Lieutenant 4	Carl Olson

Fire Relief Association:

Ex-Officio:	Fire Chief
Ex-Officio:	Mayor
Ex-Officio:	City Administrator

Weed Inspectors:

Mayor (statutory)
City Administrator (assistant)
Public Works Supervisor (assistant)

Financial Advisors:

UBS Financial (Investments) and Springsted (Bonds and Other)

Official Depositories:

BankWest, MidWestOne Bank, Financial Security Bank, First National Bank of Elk River, UBS Financial, Minnesota Municipal Money Market Fund

Official Newspaper:

Wright County Journal Press

Animal Control:

Monticello Impound

Official Radio Station:

WCCO-830 AM

City Engineer, City Attorney, City Planner, City Assessor, Sheriff Services, EDA Consultant, and Building Inspection Services are all under contract with the City.

2017 Salary Study - Wages Summary

City Administrator				Accountant - Deputy Clerk				Administrative Assistant				Population*	
Minimum		Maximum		Minimum		Maximum		Minimum		Maximum			
Hanover	62,109	Clearwater	76,058	Waverly	33,280	Cokato	50,003	Annandale	31,637	Greenfield	42,078	Waverly	1,414
Albany	63,190	Cokato	77,584	Maple Lake	38,813	Maple Lake	55,224	Maple Lake	33,696	Annandale	45,843	Clearwater	1,780
Clearwater	63,985	Hanover	84,552	Hanover	41,600	Greenfield	59,010	Greenfield	35,901	Watertown	45,901	Howard Lake	2,053
Annandale	72,134	Greenfield	88,317	Annandale	43,680	Corcoran	61,422	Clearwater	36,556	Cokato	47,154	Maple Lake	2,127
Greenfield	75,421	Albany	91,499	Cokato	50,003	Annandale	62,109	Watertown	36,754	Maple Lake	47,923	Albany	2,671
Cokato	77,584	Annandale	93,808	Greenfield	50,357	Hanover	63,918	Albany	37,669	Albany	48,901	Cokato	2,753
Becker	81,076	Watertown	101,907	Corcoran	50,378	Watertown	64,378	St. Michael	38,189	Rogers	50,606	Greenfield	2,859
Watertown	81,600	Corcoran	106,787	Hamel-Medina	50,669	Hamel-Medina	65,520	Rogers	38,438	Hanover	51,355	Montrose	3,136
Rockford	83,196	Hamel-Medina	107,141	Watertown	51,549	Waverly	66,560	Hanover	39,062	Clearwater	51,397	Annandale	3,334
Hamel-Medina	84,094	Delano	111,862	Montrose	52,500	Otsego	68,572	Monticello	39,603	Monticello	51,501	Hanover	3,339
Corcoran	87,568	Becker	114,463	Otsego	55,194	Montrose	72,236	Otsego	43,719	St. Michael	52,666	Watertown	4,286
Monticello	88,981	Monticello	115,676	Becker	57,123	Monticello	74,728	Buffalo	44,949	Buffalo	53,685	Rockford	4,380
Delano	95,493	Rockford	119,460	Monticello	57,483	Buffalo	76,149	Corcoran	44,970	Otsego	54,316	Wayzata	4,678
Rogers	99,195	Albertville	127,100	Buffalo	63,773	St. Michael	78,095	Hamel-Medina	46,488	Corcoran	54,850	Becker	4,781
Wayzata	103,017	Buffalo	128,648	St. Michael	64,031	Becker	80,646	Cokato	47,154	Hamel-Medina	60,112	Dayton	5,167
Albertville	104,489	Otsego	130,171	Wayzata	66,673	Wayzata	81,839	Delano	49,358	Delano	62,483	Corcoran	5,498
Otsego	104,775	Rogers	130,978	Delano	80,538	Delano	94,349	Albertville		Albertville		Delano	5,947
Buffalo	107,744	Wayzata	132,451	Clearwater	N/A	Clearwater	N/A	Becker		Becker		Hamel-Medina	6,131
St. Michael	108,992	St. Michael	132,912	Albany		Albany		Dayton		Dayton		Albertville	7,370
Dayton		Dayton		Albertville		Albertville		Howard Lake		Howard Lake		Rogers	12,539
Howard Lake		Howard Lake		Dayton		Dayton		Montrose		Montrose		Monticello	13,409
Maple Lake		Maple Lake		Howard Lake		Howard Lake		Rockford		Rockford		Otsego	16,019
Montrose		Montrose		Rockford		Rockford		Waverly		Waverly		Buffalo	16,119
Waverly		Waverly		Rogers		Rogers		Wayzata		Wayzata		St. Michael	17,174

Public Works Supervisor				Public Works Maintenance Worker				Fire Chief		Median Income**	
Minimum		Maximum		Minimum		Maximum		Annual			
Waverly	39,520	Clearwater	59,779	Waverly	31,200	Buffalo	4,473	Albany	Unpaid	Annandale	46,962
Maple Lake	45,157	Hanover	61,838	Becker	31,325	Clearwater	47,486	Albertville		Howard Lake	48,295
Annandale	45,323	Delano	62,483	Annandale	34,133	Otsego	48,341	Annandale		Albany	48,843
Hanover	46,550	Greenfield	62,730	Hanover	34,341	Delano	49,795	Becker		Cokato	51,893
Clearwater	46,694	Cokato	63,648	Clearwater	34,694	Cokato	49,878	Buffalo		Watertown	53,789
Delano	49,358	Maple Lake	64,230	Maple Lake	35,194	Maple Lake	50,045	Clearwater	6,000	Maple Lake	60,324
Albany	51,750	Annandale	69,638	Cokato	36,400	Annandale	50,482	Cokato	2,500	Montrose	63,485
Greenfield	53,539	Buffalo	71,843	Rockford	36,912	Hanover	51,002	Corcoran	N/A	Buffalo	63,830
Becker	57,123	Albany	71,926	Otsego	38,910	Becker	53,602	Dayton		Wayzata	67,835
Hamel-Medina	59,966	Hamel-Medina	76,398	Delano	39,291	Monticello	55,203	Delano	Unpaid	Clearwater	68,393
Buffalo	60,174	Wayzata	77,207	Wayzata	41,579	Watertown	56,230	Greenfield	N/A	Becker	69,730
Montrose	62,442	Watertown	78,866	Monticello	42,448	Greenfield	56,472	Hamel-Medina	N/A	Monticello	70,254
Wayzata	62,899	Waverly	79,040	Buffalo	44,949	Montrose	56,971	Hanover	800	Waverly	71,372
Watertown	63,150	Montrose	79,726	Watertown	45,025	Albertville	57,242	Howard Lake		Delano	71,635
Monticello	63,608	Albertville	80,309	Rogers	45,677	Corcoran	58,032	Maple Lake	N/A	Rockford	72,419
Cokato	63,648	Becker	80,646	Hamel-Medina	46,788	Rogers	60,133	Monticello		Otsego	79,117
St. Michael	67,722	Monticello	82,690	Montrose	46,883	Rockford	62,364	Montrose		Dayton	83,681
Corcoran	68,557	Corcoran	83,616	Corcoran	47,590	Waverly	62,400	Otsego	N/A	St. Michael	92,546
Albertville	70,970	St. Michael	86,632	Albertville	48,194	Wayzata	69,472	Rockford		Hanover	92,679
Otsego	73,862	Otsego	91,765	Greenfield	48,214	Hamel-Medina	71,406	Rogers	FT	Albertville	96,315
Dayton		Dayton		St. Michael	54,246	St. Michael	72,134	St. Michael		Corcoran	97,778
Howard Lake		Howard Lake		Albany		Albany		Watertown		Rogers	103,980
Rockford		Rockford		Dayton		Dayton		Waverly	N/A	Greenfield	107,660
Rogers		Rogers		Howard Lake		Howard Lake		Wayzata		Hamel-Medina	132,045

*Source of MN State Demographic Center, 2016 Estimates

**United States Census Bureau, Fact Finder 2015 Data

***Cokato currently does not have salary ranges for their employees, numbers shown are 2017 actuals

****Red highlighted cells had their data pulled from the LMC Salary Survey, non-highlighted cells data was received directly from the city

2017 Salary Study - Benefits Summary

Albany

Single Premium	100%
Family Premium	\$750, plus 50% of premium thereafter
HSA Contribution	\$78/mo single, \$153/mo family
Vacation	1st: 40 hrs. 2nd - 5th: 80 hrs. 6th: 88 hrs. 7th: 96 hrs. 8th: 104 hrs. 9th: 112 hrs. 10th: 120 hrs. 11th: 128 hrs. 12th: 136 hrs. 13th: 144 hrs. 14th: 152 hrs. 15th+: 160 hrs./yr.
Sick	8 hrs./mo. w/600 hrs. max accrual
PTO	N/A
Review Process	step program, plus COLA

Clearwater

Single Premium	100%
Family Premium	100%
HSA Contribution	
Vacation	N/A
Sick	N/A
PTO	Upon hire: 40 hrs (max 40 hrs) after 90 days: 80 hrs (max 120 hrs) 1st: 120 hrs (max 200 hrs) 2nd-5th: 160 hrs (max 240 hrs) 6th-10th: 200 hrs (max 240 hrs) 11th+: 240 hrs (max 240 hrs)
Review Process	step program, plus COLA

Annandale

Single Premium	100%
Family Premium	100%
HSA Contribution	\$0
Vacation	1st: 40 hrs 2nd-4th: 80 hrs 5th+: 120 hrs.
Sick	8 hrs./mo w/ 360 hrs max accrual
Sick Incentive	pay out 2 hrs for every 8 hrs over the 360 hr max
PTO	N/A
Review Process	step program, plus COLA

Cokato

Single Premium	100%
Family Premium	100% of EE, plus 50% of dependents
HSA Contribution	\$1,000/yr
Vacation	< 2yrs: 40 hrs 2nd-7th: 80 hrs 7th-15th: 120 hrs 15th+: 160 hrs (360 hrs max accrual)
Sick	8 hrs./mo w/ 360 hrs max accrual
PTO	N/A
Review Process	

2017 Salary Study - Benefits Summary

Corcoran	
Single Premium	\$1,017.27/mo
Family Premium	\$1,017.27/mo
HSA Contribution	\$2,000/yr
Vacation	N/A
Sick	N/A
PTO	6 mos: 120 hrs 1st-4th: 160 hrs 5th-9th: 200 hrs 10th+: 240 hrs
Review Process	step program

Greenfield	
Single Premium	cost minus \$25 employee paid
Family Premium	employee pays for dependents
HSA Contribution	
Vacation	N/A
Sick	N/A
PTO	6mos: 96 hrs 1st-5th: 128 hrs 6th-10th: 168 hrs 11th-15th: 216 hrs 16th+: 240 hrs
Review Process	

Delano	
Single Premium	\$1,079.17/mo
Family Premium	\$1,079.17/mo
HSA Contribution	included in premium
Vacation	6mo-5th: 80 hrs 6th-10th: 120 hrs 11th: 128 hrs 12th: 136 hrs 13th: 144 hrs 14th: 152 hrs 15th+: 160 hrs
Sick	8hrs/mo
PTO	N/A
Review	

Hanover	
Single Premium	\$700/mo
Family Premium	\$900/mo
HSA Contribution	included in premium
Vacation	6mos: 40 hrs 1st-4th: 80 hrs 5th-9th: 120 hrs 10th+: 160 hrs (200 hrs max accrual)
Sick	8 hrs/mo w/ 240 hrs max accrual
PTO	N/A
Review	pay for performance

2017 Salary Study - Benefits Summary

Maple Lake	
Single Premium	100%
Family Premium	100%
HSA Contribution	\$1,250/yr single, \$2,500/yr family
Vacation	1st-5th: 80 hrs 6th-10th: 120 hrs 11th+: 128 hrs plus an extra 8 hrs each year up to 200 hrs
Sick	8 hrs/mo
PTO	N/A
Review	step program

Median	
Single Premium	100% plus 100% of deduct.
Family Premium	100% plus 50% of deduct.
HSA Contribution	
Vacation	1st-5th: 80 hrs 6th-10th: 120 hrs 11th: 128 hrs 12th: 136 hrs 13th: 144 hrs 14th-15th: 152 hrs 16th-20th: 160 hrs 21st+: 200 hrs
Sick	8 hrs/mo
PTO	N/A
Review	step program

Otsego	
Single Premium	\$798/mo
Family Premium	\$798/mo
HSA Contribution	\$1,000/yr
Vacation	N/A
Sick	N/A
PTO	1st: 104 hrs 2nd-5th: 176 hrs 6th-9th: 208 hrs 10th-14th: addt. 8 hrs each year 15th: 256 hrs
Review	step program

Rogers	
Single Premium	\$1,033/mo
Family Premium	\$1,033/mo
HSA Contribution	included in premium
Vacation	1st-5th: 80 hrs 6th-10th: 120 hrs 11th-15th: 160 hrs 16th+: 200 hrs
Sick	8 hrs/mo
PTO	N/A
Review	step program

2017 Salary Study - Benefits Summary

St. Michael

Single Premium 100%
Family Premium single amount, plus 50% of dependents
HSA Contribution
Vacation N/A
Sick N/A
PTO 1st-5th: 128 hrs
6th-14th: add 8 hrs each year
15th+: 248 hrs
Review

Watertown

Single Premium 100%
Family Premium single amount, plus 50% of dependents
HSA Contribution \$1,000/yr
Vacation N/A
Sick N/A
PTO 1st-5th: 128 hrs
6th-10th: 168 hrs
11th-15th: 200 hrs
16th+: 240hrs (240 hrs max accrual)
Review step program, plus COLA

Waverly

Single Premium \$750/mo
Family Premium \$750/mo
HSA Contribution
Vacation 1st: 40 hrs
2nd-4th: add 8 hrs each year
5th: 80 hrs
6th-15th: add 8 hrs each year
16th+: 160 hrs
Sick 4 hrs/mo
PTO N/A
Review pay for performance