

City of South St. Paul

CITY COUNCIL

COUNCIL CHAMBERS

125 3RD AVE NORTH

SOUTH ST. PAUL, MN 55075

Monday, September 16, 2024

7:00 p.m.

(If you use the hearing assistance PA system, please remove your hearing aid so it does not cause a feedback problem.)

1. CALL TO ORDER:

2. ROLL CALL:

3. INVOCATION:

4. PLEDGE OF ALLEGIANCE:

5. PRESENTATIONS:

A. Presentation: On the Road Again

B. Presentation: Mizpah Lodge Taco Feed Fundraiser for Fill the Backpack

C. Proclamation: 100th Anniversary of St. Stefan Church

D. Presentation: SSP Sustainability Task Force Awards Program

E. Presentation: The SSP Pod-kin Patch

6. CITIZEN'S COMMENTS *(Comments are limited to 3 minutes in length.)*

7. AGENDA:

A. Approval of Agenda

Action – Motion to Approve

Action – Motion to Approve as Amended

8. CONSENT AGENDA:

All items listed on the Consent Agenda are items, which are considered to be routine by the City Council and will be approved by one motion. There will be no separate discussion of these items unless a Council member or citizen so requests, in which event the item will be removed from the consent agenda and considered at the end of the Consent Agenda.

A. City Council Meeting Minutes of September 3, 2024

B. Accounts Payable

C. Business Licenses

- D. Scope Amendment with WSB for the Seidls Lake Trail and Habitat Improvements Project
- E. Declaring Property Surplus and Authorize the Sale of Such Property
- F. Accept the 2024 Second Quarter Financial Report and approve Resolution 2024-112 authorizing the 2024 Second Quarter Budget amendment
- G. Purchase of a new Zamboni ice resurfacers
- H. Approve Conditional Job Offer for Engineering Support Specialist
- I. Resolution 2024-114, Electing to not waive Statutory Tort Limits for Liability

9. PUBLIC HEARINGS:

10. GENERAL BUSINESS:

- A. 2025 Property Tax Levies & Budget Considerations
 - i. Presentation and Discussion – Preliminary 2025 Tax Supported City Funds, Budgets and recommended Levies
 - ii. Adopt Resolution 2024-107 Certifying Preliminary 2025 Property Tax Levies and setting a date for a Public Hearing and Discussion of the Proposed 2025 Tax Supported Fund Budgets and 2025 Property Tax Levies
 - iii. Adopt Resolution 2024-108 Certifying the Preliminary 2025 EDA Levy
 - iv. Adopt Resolution 2024-109 City Consent of the 2025 HRA Levy
 - v. Adopt Resolution 2024-110 Cancelling Debt Service Levy on 2017A Bonds
- B. Adopt Ordinance 1427, Establishing a Domestic Partnership Registration Program for the City of South St. Paul.
- C. PFAS Treatment Feasibility Proposal

11. MAYOR AND COUNCIL COMMUNICATIONS:

12. ADJOURNMENT:

1. Mayor Jimmy Francis called the regular meeting of the City Council to order at 7:00 PM on September 3, 2024.

2. **ROLL CALL:**

Present: Council Members, Bakken, Hansen, Kaliszewski, Podgorski, Seaberg, Thompson, Mayor Francis

Absent: None

Staff Present: City Administrator, Ryan Garcia
City Attorney, Aaron Price
City Clerk, Deanna Werner

3. Deanna Werner gave the invocation.

4. Pledge of Allegiance

5. Presentations:

A. Neighbors, Inc.

6. Citizen Comments: None

7. **Agenda**

Moved by: Seaberg/Thompson

Moved: To approve the agenda.

Vote: 7 ayes / 0 nays, motion carried

8. **Consent Agenda**

Resolved, the City Council of South St. Paul does hereby approve the following:

A. City Council Meeting Minutes of August 15, 2024, and August 19, 2024.

B. Accounts Payable

C. Business Licenses

D. Approve Agreement between Special District #6 and the City of South St. Paul for School Resource Officers

E. Approve Resolution to Conduct Off-Site Gambling – SSP Lions

F. Approve Right of First Refusal for 1831 Lysdale Lane at the Fleming Field Airport

G. Award Hazardous Materials Survey and Testing for Library Adaptive Reuse Study to Braun Intertec

Moved by: Kal/Han

Vote: 7 ayes / 0 nays, motion carried

9. Public Hearings:

- A. Public Hearing – On Sale Intoxicating Liquor/Sunday Liquor/2 AM Permit at TL Networks, LLC, DBA: Casa Luna Hall located at 111 Concord Exchange St S, South St. Paul

Moved by: Hansen/Seaberg

Moved: Approval of On Sale Intoxicating Liquor/Sunday Liquor/ 2 AM Permit for TL Networks, LLC, DBA: Casa Luna Hall located at 111 Concord Exchange St. S., South St. Paul.

Vote: 7 ayes / 0 nays, motion carried

10. General Business:

- A. 1st Reading – Domestic Partnership Registration

Offered for a 1st Reading by Council Member Bakken.

11. Council Communication

12. Adjournment

Moved by: Seaberg/Bakken

Moved: Adjourn the meeting.

Vote: 7 ayes / 0 nays, motion carried

The meeting was adjourned at 7:44 PM.

Approved: September 16, 2024

City Clerk



City Council Agenda
Date: September 16, 2024
Department: Finance
Prepared by: Jeff Hines
Administrator: RG

8-B

Agenda Item: Accounts Payable

Action to be considered:

Motion to Adopt Resolution 2024-113 approving accounts payable.

Overview:

The City Council approves all payments of claims. Approval of audited claims is required before issuance of payment.

Source of Funds:

N/A

City of South St. Paul
Dakota County, Minnesota

RESOLUTION NO. 2024-113

RESOLUTION APPROVING ACCOUNTS PAYABLE

WHEREAS, the City Council is required to approve payment of claims;

NOW, THEREFORE, BE IT RESOLVED that the audited claims listed in the check register attachment are hereby approved for payment:

| | |
|-------------------------|--------------------------|
| Check and wires: | |
| 151605-151743 | \$ 3,060,645.82 |
| 2024260-2024273 | 313,093.55 |
| 801087-801095 | <u>148,604.00</u> |
| Total | \$ 3,522,343.37 |

Adopted this 16th day of September, 2024.

Deanna Werner, City Clerk

CITY OF SOUTH ST PAUL
 Council Check Register by GL
 Council Check Register and Summary

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| Check # | Date | Amount | Supplier / Explanation | PO # | Doc No | Inv No | Account No | Subledger | Account Description | Business Unit |
|---------------|-----------------|------------------|--|------|--------|-------------|------------|-----------|-------------------------------|-------------------------|
| 151632 | 9/9/2024 | | 11377 KATH FUEL OIL SERVICE CO. | | | | | | Continued... | |
| 151633 | 9/9/2024 | | 1740 KIMLEY-HORN AND ASSOCIATES, INC. | | | | | | | |
| | | 18,992.52 | VERDEROSA EXT SVC 7/31/24 | | 116310 | 28917090 | 40440.6302 | 202402 | PROFESSIONAL SERVICES | 2024 LOCAL IMPROVEMENTS |
| | | <u>18,992.52</u> | | | | | | | | |
| 151634 | 9/9/2024 | | 14172 KRUEGER REAL ESTATE ADVISORS | | | | | | | |
| | | 6,000.00 | AUGUST EDA SVCS | | 116373 | AUGUST 2024 | 20280.6375 | | OTHER CONTRACTED SERVICES | ECON DEV GENERAL |
| | | <u>6,000.00</u> | | | | | | | | |
| 151635 | 9/9/2024 | | 6281 LIGHTNING DISPOSAL, INC. | | | | | | | |
| | | 500.39 | TRASH SVC-PW | | 116312 | 0000651752 | 10320.6379 | | CONT SERV/REFUSE & SANITATION | PUBLIC WORKS |
| | | <u>500.39</u> | | | | | | | | |
| 151636 | 9/9/2024 | | 1878 MARK'S AERIAL SERVICE | | | | | | | |
| | | 4,500.00 | TREE REMOVAL | | 116311 | 005221 | 20245.6371 | | REPAIRS & MAINT CONTRACTUAL | AIRPORT |
| | | 800.00 | MAPLE/DEBRIS-205 FROST | | 116313 | 005213 | 10320.6221 | | SEAL COATING & TREE MAIN | PUBLIC WORKS |
| | | 1,700.00 | MAPLE/DEBRIS-120 SPRUCE | | 116314 | 005214 | 10320.6221 | | SEAL COATING & TREE MAIN | PUBLIC WORKS |
| | | 1,100.00 | LINDEN/DEBRIS-248 15TH A S | | 116315 | 005215 | 10320.6221 | | SEAL COATING & TREE MAIN | PUBLIC WORKS |
| | | 1,000.00 | TREES/DEBRIS/TRIM-15TH&3RD | | 116316 | 005216 | 10320.6221 | | SEAL COATING & TREE MAIN | PUBLIC WORKS |
| | | 900.00 | MAPLE/DEBRIS0110 10TH A S | | 116317 | 005217 | 10320.6221 | | SEAL COATING & TREE MAIN | PUBLIC WORKS |
| | | 700.00 | MAPLE/DEBRIS 417 14TH A N | | 116318 | 005218 | 10320.6221 | | SEAL COATING & TREE MAIN | PUBLIC WORKS |
| | | 1,150.00 | MAPLE/DEBRIS-426 14TH A N | | 116319 | 005219 | 10320.6221 | | SEAL COATING & TREE MAIN | PUBLIC WORKS |
| | | 500.00 | TREE-102 ASH ST E | | 116320 | 005220 | 10320.6221 | | SEAL COATING & TREE MAIN | PUBLIC WORKS |
| | | 900.00 | LINDEN-408 17TH A N | | 116321 | 005227 | 10320.6221 | | SEAL COATING & TREE MAIN | PUBLIC WORKS |
| | | <u>13,250.00</u> | | | | | | | | |
| 151637 | 9/9/2024 | | 13985 MARTIN MARIETTA MATERIALS | | | | | | | |
| | | 393.73 | ASPHALT FOR STREETS | | 116322 | 43438369 | 10320.6220 | | REPAIR & MAINTENANCE SUPPLIES | PUBLIC WORKS |
| | | 15,888.49 | ASPHALT/200 BLK 17TH A S | | 116323 | 43360948 | 10320.6220 | | REPAIR & MAINTENANCE SUPPLIES | PUBLIC WORKS |
| | | 383.71 | ASPHALT FOR STREETS | | 116324 | 43451097 | 10320.6220 | | REPAIR & MAINTENANCE SUPPLIES | PUBLIC WORKS |
| | | 21,578.65 | ASPHALT-RICHMOND-1ST-5TH | | 116325 | 43410535 | 10320.6220 | | REPAIR & MAINTENANCE SUPPLIES | PUBLIC WORKS |
| | | 771.27 | ASPHALT FOR STREETS | | 116326 | 43484521 | 10320.6220 | | REPAIR & MAINTENANCE SUPPLIES | PUBLIC WORKS |
| | | <u>39,015.85</u> | | | | | | | | |
| 151638 | 9/9/2024 | | 1911 MENARDS, INC-WEST ST PAUL | | | | | | | |
| | | 9.96 | 2 GAL PAIL | | 116327 | 95991 | 20243.6210 | | OPERATING SUPPLIES | DOUG WOOG ARENA |
| | | 479.98 | 1 HP AIR MOVERS (2) | | 116328 | 96009 | 20243.6210 | | OPERATING SUPPLIES | DOUG WOOG ARENA |
| | | 499.94 | 1 HP AIR MOVERS (2) | | 116329 | 97484 | 20243.6210 | | OPERATING SUPPLIES | DOUG WOOG ARENA |
| | | 51.76 | CONCESSION RESALE | | 116330 | 98025 | 20243.6250 | | MERCHANDISE FOR RESALE | DOUG WOOG ARENA |
| | | 21.81 | ELBOWS/GAP FILLER | | 116331 | 98180 | 10527.6220 | | REPAIR & MAINTENANCE SUPPLIES | SPLASH POOL |

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| Check # | Date | Amount | Supplier / Explanation | PO # | Doc No | Inv No | Account No | Subledger | Account Description | Business Unit |
|---------------|-----------------|-------------------|--|------|--------|-----------------|------------|-----------|-------------------------------|-------------------------|
| 151638 | 9/9/2024 | | 1911 MENARDS, INC-WEST ST PAUL | | | | | | Continued... | |
| | | 54.24 | WATER/GATORADE | | 116332 | 98097 | 10320.6220 | | REPAIR & MAINTENANCE SUPPLIES | PUBLIC WORKS |
| | | 73.46 | METAL HOLE SAW/RECIPI BLADE | | 116333 | 98126 | 10330.6220 | | REPAIR & MAINTENANCE SUPPLIES | BUILDINGS |
| | | <u>1,191.15</u> | | | | | | | | |
| 151639 | 9/9/2024 | | 14641 MENDOTA RESTORATION LLC | | | | | | | |
| | | 4,006.43 | JC OFFICE WATER CLEAN UP | | 116334 | 1710 | 50678.6220 | | REPAIR & MAINTENANCE SUPPLIES | JOHN CARROLL APT BLDG |
| | | <u>4,006.43</u> | | | | | | | | |
| 151640 | 9/9/2024 | | 5582 METRO PRODUCTS INC | | | | | | | |
| | | 217.57 | CARB/CHOKE FLUID/LUBE | | 116335 | 182187 | 60703.6220 | | REPAIR & MAINTENANCE SUPPLIES | CENTRAL GARAGE FUND |
| | | <u>217.57</u> | | | | | | | | |
| 151641 | 9/9/2024 | | 6332 MINNESOTA DEPARTMENT OF TRANSPORTATION | | | | | | | |
| | | 360.54 | MATERIAL TESTING/INSPECTION | | 116337 | P00018889 | 40432.6302 | 202401 | PROFESSIONAL SERVICES | 2016 LOCAL IMPROVEMENTS |
| | | <u>360.54</u> | | | | | | | | |
| 151642 | 9/9/2024 | | 2005 MINNESOTA LOCKS | | | | | | | |
| | | 55.50 | KEYS | | 116336 | 101132484 | 50605.6220 | | REPAIR & MAINTENANCE SUPPLIES | WATER UTILITY |
| | | <u>55.50</u> | | | | | | | | |
| 151643 | 9/9/2024 | | 14568 MOUA, SOPHIE | | | | | | | |
| | | 72.23 | JC MILEAGE REIMB AUG24 | | 116340 | HOTELMILES02 | 50678.6302 | 229901 | PROFESSIONAL SERVICES | JOHN CARROLL APT BLDG |
| | | <u>72.23</u> | | | | | | | | |
| 151644 | 9/9/2024 | | 9298 NAPA NEWPORT | | | | | | | |
| | | 28.47 | JB WELD #336 | | 116339 | 2514-119278 | 60703.6220 | | REPAIR & MAINTENANCE SUPPLIES | CENTRAL GARAGE FUND |
| | | <u>28.47</u> | | | | | | | | |
| 151645 | 9/9/2024 | | 14547 NELSON, SYDNEE | | | | | | | |
| | | 24.51 | MILEAGE REIMBURSE | | 116412 | AUGUST 21, 2024 | 10529.6331 | | CONFERENCES, TRAINING, TRAVEL | RECREATIONAL PROGRAMS |
| | | <u>24.51</u> | | | | | | | | |
| 151646 | 9/9/2024 | | 7411 NUSS TRUCK & EQUIPMENT | | | | | | | |
| | | 120,882.10 | 2025 MACK WATER TRUCK#306 | | 116341 | ESA001457-1 | 60703.6550 | | MOTOR VEHICLES | CENTRAL GARAGE FUND |
| | | <u>120,882.10</u> | | | | | | | | |
| 151647 | 9/9/2024 | | 2176 OXYGEN SERVICES COMPANY | | | | | | | |
| | | 127.86 | PROPANE CYLINDER INSP&FILL | | 116342 | 0008758108 | 60703.6220 | | REPAIR & MAINTENANCE SUPPLIES | CENTRAL GARAGE FUND |
| | | 50.00 | CYLINDER INSPECTION | | 116343 | 0008758434 | 60703.6220 | | REPAIR & MAINTENANCE SUPPLIES | CENTRAL GARAGE FUND |
| | | 232.32 | PROPANE TANKS | | 116344 | 0008758429 | 10320.6220 | | REPAIR & MAINTENANCE SUPPLIES | PUBLIC WORKS |

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|---------|----------|-----------------|--|------|--------|--------------|----------------|-----------|--------------------------------|-----------------------|
| 151654 | 9/9/2024 | | 5537 SAFE-FAST INC | | | | | | Continued... | |
| 151655 | 9/9/2024 | | 2408 SCHINDLER ELEVATOR CORPORATION | | | | | | | |
| | | 1,776.12 | CH SEMI-YRL MAINT-9/1-2/28/25 | | 116356 | 8106687919 | 10330.6371 | | REPAIRS & MAINT CONTRACTUAL | BUILDINGS |
| | | <u>1,776.12</u> | | | | | | | | |
| 151656 | 9/9/2024 | | 2633 SHERWIN-WILLIAMS CO., THE | | | | | | | |
| | | 748.56 | NM PAINT FOR MOVE INS | | 116357 | 7052-6 | 50677.6371.060 | | MTNCE-UNIT TURNAROUND | NAN MCKAY APT BLDG |
| | | <u>748.56</u> | | | | | | | | |
| 151657 | 9/9/2024 | | 2491 SNAP ON TOOLS | | | | | | | |
| | | 53.00 | IMPACT SOCKETS | | 116358 | 082824194434 | 50605.6240 | | MINOR EQUIPMENT AND FURNITURE | WATER UTILITY |
| | | <u>53.00</u> | | | | | | | | |
| 151658 | 9/9/2024 | | 11587 SOUTH SIDE ELECTRIC, INC. | | | | | | | |
| | | 220.00 | JC KERI SYST DOOR SVC | | 116359 | 383006 | 50678.6375 | | OTHER CONTRACTED SERVICES | JOHN CARROLL APT BLDG |
| | | <u>220.00</u> | | | | | | | | |
| 151659 | 9/9/2024 | | 12778 SSP QOZB LLC | | | | | | | |
| | | 1,782.71 | CLEANUP GRAND PASSTHRU | | 116372 | 09/03/2024 | 20289.6302 | 227672 | PROFESSIONAL SERVICES | SPECIAL-GRANTS |
| | | <u>1,782.71</u> | | | | | | | | |
| 151660 | 9/9/2024 | | 2560 STATE OF MINNESOTA | | | | | | | |
| | | 81.00 | PRE CONF HEARING | | 116360 | 526743 | 10140.6302 | | PROFESSIONAL SERVICES | CITY CLERK |
| | | <u>81.00</u> | | | | | | | | |
| 151661 | 9/9/2024 | | 4658 TOTAL TOOL SUPPLY, INC. | | | | | | | |
| | | 3.54 | HANDLE CLIP | | 116363 | 01643241 | 60703.6220 | | REPAIR & MAINTENANCE SUPPLIES | CENTRAL GARAGE FUND |
| | | <u>3.54</u> | | | | | | | | |
| 151662 | 9/9/2024 | | 2788 WATSON COMPANY | | | | | | | |
| | | 236.12 | CONCESS PRODUCT RESALE | | 116365 | 144247 | 20243.6250 | | MERCHANDISE FOR RESALE | DOUG WOOG ARENA |
| | | <u>236.12</u> | | | | | | | | |
| 151663 | 9/9/2024 | | 14643 WOODARD, ALIA | | | | | | | |
| | | 100.00 | CANCEL FOOTBALL-CHRISTIAN | | 116366 | 8/29/2024 | 10520.4463 | | FALL, WINTER & SPRING PROGRAMS | PARKS ADMINISTRATION |
| | | 5.00 | ADMIN FEE | | 116366 | 8/29/2024 | 10520.4463 | | FALL, WINTER & SPRING PROGRAMS | PARKS ADMINISTRATION |
| | | <u>95.00</u> | | | | | | | | |
| 151664 | 9/9/2024 | | 2849 XCEL ENERGY | | | | | | | |
| | | 7,018.19 | ARENA 7/28-8/26/24 | | 116391 | 892221732 | 20243.6385 | | UTILITY SERVICE | DOUG WOOG ARENA |

CITY OF SOUTH ST PAUL
 Council Check Register by GL
 Council Check Register and Summary

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|---------------|------------------|------------------|--|------|--------|---------------------------|----------------|-----------|-------------------------------|----------------------------|
| 151667 | 9/16/2024 | | 6736 BRAUN INTERTEC CORPORATION | | | | | | Continued... | |
| | | 31,701.05 | JC PLUMB RENO CONSULT | | 116510 | B398655 | 50678.6560 | 229901 | BUILDING FIXTURES AND IMPRS | JOHN CARROLL APT BLDG |
| | | <u>31,701.05</u> | | | | | | | | |
| 151668 | 9/16/2024 | | 7263 BRO-TEX CO., INC. | | | | | | | |
| | | 271.25 | NM SCRIM 4 PLY WHITE | | 116418 | 571237 | 50677.6220 | | REPAIR & MAINTENANCE SUPPLIES | NAN MCKAY APT BLDG |
| | | <u>271.25</u> | | | | | | | | |
| 151669 | 9/16/2024 | | 14193 CADY BUILDING MAINTENANCE INC | | | | | | | |
| | | 5,110.00 | CH CLEANING SVC SEPT24 | | 116419 | 4990660 | 10330.6371 | | REPAIRS & MAINT CONTRACTUAL | BUILDINGS |
| | | 550.00 | PW CLEANING SVC SEPT24 | | 116419 | 4990660 | 10320.6371 | | REPAIRS & MAINT CONTRACTUAL | PUBLIC WORKS |
| | | <u>5,660.00</u> | | | | | | | | |
| 151670 | 9/16/2024 | | 1176 CEMSTONE PRODUCTS COMPANY | | | | | | | |
| | | 267.36 | FORM TUBE HEAVY WALL PCS | | 116420 | 7552975 | 10340.6220 | | REPAIR & MAINTENANCE SUPPLIES | PARKS FACILITIES AND MTNCE |
| | | <u>267.36</u> | | | | | | | | |
| 151671 | 9/16/2024 | | 13681 CLEAN AIR RESTORATION LLC | | | | | | | |
| | | 815.00 | NM DRYER VENT CLEANING | | 116511 | 8886 | 50677.6371.020 | | MTNCE-HEATING/COOLING | NAN MCKAY APT BLDG |
| | | 1,304.00 | JC DRYER VENT CLEANING | | 116512 | 8887 | 50678.6371.020 | | MTNCE-HEATING/COOLING | JOHN CARROLL APT BLDG |
| | | <u>2,119.00</u> | | | | | | | | |
| 151672 | 9/16/2024 | | 1226 CULLIGAN WATER | | | | | | | |
| | | 708.95 | SOFTNER SALT | | 116425 | 157-01458058-1 8/31/24 | 20243.6220 | | REPAIR & MAINTENANCE SUPPLIES | DOUG WOOG ARENA |
| | | <u>708.95</u> | | | | | | | | |
| 151673 | 9/16/2024 | | 10710 CURBSIDE LANDSCAPE & IRRIGATION | | | | | | | |
| | | 1,773.00 | FALL FERT-KAPOSIA LANDG | | 116421 | 294409 | 10340.6371 | | REPAIRS & MAINT CONTRACTUAL | PARKS FACILITIES AND MTNCE |
| | | 688.00 | FALL FERT- MCGUIRE | | 116422 | 294412 | 10340.6371 | | REPAIRS & MAINT CONTRACTUAL | PARKS FACILITIES AND MTNCE |
| | | 74.00 | FALL FERT-VETS | | 116423 | 294413 | 10340.6371 | | REPAIRS & MAINT CONTRACTUAL | PARKS FACILITIES AND MTNCE |
| | | 3,089.00 | FALL FERT-MCMORROW | | 116424 | 294357 | 10340.6371 | | REPAIRS & MAINT CONTRACTUAL | PARKS FACILITIES AND MTNCE |
| | | <u>5,624.00</u> | | | | | | | | |
| 151674 | 9/16/2024 | | 1250 DAKOTA COUNTY PROPERTY RECORDS | | | | | | | |
| | | 46.00 | FENCE VARI #3603516 | | 116513 | 09.06.2024 941368 | 10101.2205 | 100248 | DEPOSITS | GENERAL FUND |
| | | <u>46.00</u> | | | | | | | | |
| 151675 | 9/16/2024 | | 7966 DEAL, JERED | | | | | | | |
| | | 1,704.00 | TUITION REIMB-SUMMER24 | | 116427 | 9/4/2024 | 10210.6331 | | CONFERENCES, TRAINING, TRAVEL | POLICE PROTECTION |

CITY OF SOUTH ST PAUL
 Council Check Register by GL
 Council Check Register and Summary

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|---------------|------------------|--------------|--|------|--------|------------|------------|-----------|-------------------------------|----------------------------|
| 151675 | 9/16/2024 | | 7966 DEAL, JERED | | | | | | Continued... | |
| | | 1,704.00 | | | | | | | | |
| 151676 | 9/16/2024 | | 1276 DELEGARD TOOL CO | | | | | | | |
| | | 370.75 | REPAIRED BATTERY CHARGER | | 116428 | 37650/3 | 60703.6371 | | REPAIRS & MAINT CONTRACTUAL | CENTRAL GARAGE FUND |
| | | 370.75 | | | | | | | | |
| 151677 | 9/16/2024 | | 1303 DOODY CLEANING SERVICES | | | | | | | |
| | | 370.00 | AUGUST 2024 CLEANING | | 116429 | 866 | 20245.6371 | | REPAIRS & MAINT CONTRACTUAL | AIRPORT |
| | | 370.00 | | | | | | | | |
| 151678 | 9/16/2024 | | 1326 EARL F. ANDERSEN, INC | | | | | | | |
| | | 66.00 | 10 MPH STREET SIGNS | | 116430 | 0137221-IN | 10320.6220 | | REPAIR & MAINTENANCE SUPPLIES | PUBLIC WORKS |
| | | 228.35 | DOG OWNER SIGNS | | 116431 | 0137204-IN | 10340.6220 | | REPAIR & MAINTENANCE SUPPLIES | PARKS FACILITIES AND MTNCE |
| | | 294.35 | | | | | | | | |
| 151679 | 9/16/2024 | | 14488 ESA MANAGEMENT L.L.C. | | | | | | | |
| | | 893.13 | PLUMB PRJ RELOCATE 9/1-9/7 | | 116514 | 1554937709 | 50678.6302 | 229901 | PROFESSIONAL SERVICES | JOHN CARROLL APT BLDG |
| | | 12,520.34 | PLUMB PRJ RELOCATE 9/1-9/7 | | 116515 | 1554937710 | 50678.6302 | 229901 | PROFESSIONAL SERVICES | JOHN CARROLL APT BLDG |
| | | 498.96 | PLUMB PRJ RELOCATE 9/1-9/7 | | 116516 | 1554937711 | 50678.6302 | 229901 | PROFESSIONAL SERVICES | JOHN CARROLL APT BLDG |
| | | 360.84 | PLUMB PRJ RELOCATE 8/18-8/24 | | 116517 | 1554930460 | 50678.6302 | 229901 | PROFESSIONAL SERVICES | JOHN CARROLL APT BLDG |
| | | 908.80 | PLUMB PROJ RELOCATE 8/4-8/10 | | 116518 | 1554922354 | 50678.6302 | 229901 | PROFESSIONAL SERVICES | JOHN CARROLL APT BLDG |
| | | 420.98 | PLUMB PROJ RELOCATE 8/25-8/30 | | 116519 | 1554933962 | 50678.6302 | 229901 | PROFESSIONAL SERVICES | JOHN CARROLL APT BLDG |
| | | 12,221.81 | | | | | | | | |
| 151680 | 9/16/2024 | | 1400 FERGUSON WATERWORKS #2518 | | | | | | | |
| | | 3,537.48 | 2" METERS, FLG KITS | | 116433 | 0528361 | 50605.6220 | | REPAIR & MAINTENANCE SUPPLIES | WATER UTILITY |
| | | 840.11 | VALVE BOXES, LIDS, CURB DOM | | 116434 | 0535734 | 50605.6220 | | REPAIR & MAINTENANCE SUPPLIES | WATER UTILITY |
| | | 1,682.92 | 3/4" METERS | | 116435 | 0535731 | 50605.6220 | | REPAIR & MAINTENANCE SUPPLIES | WATER UTILITY |
| | | 6,060.51 | | | | | | | | |
| 151681 | 9/16/2024 | | 4662 FLEETPRIDE | | | | | | | |
| | | 263.69 | CYLINDER REFRIGERANT | | 116432 | 119436700 | 60703.6220 | | REPAIR & MAINTENANCE SUPPLIES | CENTRAL GARAGE FUND |
| | | 263.69 | | | | | | | | |
| 151682 | 9/16/2024 | | 14449 FRERICHS CONSTRUCTION COMPANY | | | | | | | |
| | | 1,049,031.80 | JC CONST PH AUG24 | | 116520 | 5 | 50678.6560 | 229901 | BUILDING FIXTURES AND IMPRS | JOHN CARROLL APT BLDG |
| | | 1,049,031.80 | | | | | | | | |
| 151683 | 9/16/2024 | | 14648 GEBRESELASIE, TSIGE | | | | | | | |
| | | 109.90 | NM #313 MOVEOUT REFUND | | 116550 | 02052024 | 50677.1101 | | ACCOUNTS RECEIVABLE | NAN MCKAY APT BLDG |

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| 151690 | 9/16/2024 | | 14111 HEAT CREW LLC | | | | | | Continued... | |
| 151691 | 9/16/2024 | | 14649 HENRICH, MARIA | | | | | | | |
| | | 500.00 | PLUMB PRJ PH 11 STIPEND | | 116551 | PH11JCAPT1114 | 50678.6451 | 229901 | REFUNDS & REIMBURSEMENT | JOHN CARROLL APT BLDG |
| | | <u>500.00</u> | | | | | | | | |
| 151692 | 9/16/2024 | | 7469 HOFFMAN & MCNAMARA | | | | | | | |
| | | 16,146.00 | TREE PLANTING-VETS (46) | | 116445 | 21143 | 10340.6221 | | SEAL COATING & TREE MAIN | PARKS FACILITIES AND MTNCE |
| | | <u>16,146.00</u> | | | | | | | | |
| 151693 | 9/16/2024 | | 14650 HOLTORF, KEVIN | | | | | | | |
| | | 500.00 | PLUMB PRJ PH 10 STIPEND | | 116552 | PH10JCAPT1009 | 50678.6451 | 229901 | REFUNDS & REIMBURSEMENT | JOHN CARROLL APT BLDG |
| | | <u>500.00</u> | | | | | | | | |
| 151694 | 9/16/2024 | | 3686 IMPACT PROVEN SOLUTIONS | | | | | | | |
| | | 2,319.75 | MAIL PROCESS-8/1-8/31/24 | | 116448 | 212599 | 50600.6375 | | OTHER CONTRACTED SERVICES | UTILITY ADMINISTRATION |
| | | <u>2,319.75</u> | | | | | | | | |
| 151695 | 9/16/2024 | | 6840 INSIGHT PUBLIC SECTOR INC. | | | | | | | |
| | | 1,529.65 | MICROSOFT LICENSES | | 116526 | 1101198317 | 10160.6375 | | OTHER CONTRACTED SERVICES | INFORMATION TECHNOLOGY |
| | | <u>1,529.65</u> | | | | | | | | |
| 151696 | 9/16/2024 | | 1652 INSPECTRON, INC. | | | | | | | |
| | | 5,000.00 | INSPECT SVC AUG24 | | 116527 | 1338 | 10410.6302 | | PROFESSIONAL SERVICES | DEVELOPMENT SERVICES |
| | | <u>5,000.00</u> | | | | | | | | |
| 151697 | 9/16/2024 | | 1667 INVER GROVE FORD | | | | | | | |
| | | 116.15 | WTR HEATER HOSE #2152 | | 116446 | 5347926 | 60703.6220 | | REPAIR & MAINTENANCE SUPPLIES | CENTRAL GARAGE FUND |
| | | 2.79 | FUEL TANK CAP ASSY #321 | | 116447 | 5347982 | 60703.6220 | | REPAIR & MAINTENANCE SUPPLIES | CENTRAL GARAGE FUND |
| | | <u>118.94</u> | | | | | | | | |
| 151698 | 9/16/2024 | | 14318 I-STATE TRUCK CENTER, INC. | | | | | | | |
| | | 147.17 | VALVE SOLENOID #307 | | 116449 | C242889906:01 | 60703.6220 | | REPAIR & MAINTENANCE SUPPLIES | CENTRAL GARAGE FUND |
| | | 19.37 | PAD-PEDAL CLUTCH/BRK #307 | | 116450 | C242889906:02 | 60703.6220 | | REPAIR & MAINTENANCE SUPPLIES | CENTRAL GARAGE FUND |
| | | <u>166.54</u> | | | | | | | | |
| 151699 | 9/16/2024 | | 6642 JOHNSON CONTROLS, INC | | | | | | | |
| | | 508.35 | JC EXHAUST FAN SVC | | 116503 | 1-133996407567 | 50678.6560 | | BUILDING FIXTURES AND IMPRS | JOHN CARROLL APT BLDG |
| | | <u>508.35</u> | | | | | | | | |
| 151700 | 9/16/2024 | | 11377 KATH FUEL OIL SERVICE CO. | | | | | | | |

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| 151723 | 9/16/2024 | | 7376 RIVERTOWN ELECTRIC, INC. | | | | | | Continued... | |
| 151724 | 9/16/2024 | | 5537 SAFE-FAST INC | | | | | | | |
| | | 66.98 | EAR PLUGS/GLOVES/CLNR | | 116486 | INV295729 | 10320.6220 | | REPAIR & MAINTENANCE SUPPLIES | PUBLIC WORKS |
| | | 66.98 | EAR PLUGS/GLOVES/CLNR | | 116486 | INV295729 | 10340.6220 | | REPAIR & MAINTENANCE SUPPLIES | PARKS FACILITIES AND MTNCE |
| | | 66.98 | EAR PLUGS/GLOVES/CLNR | | 116486 | INV295729 | 50605.6220 | | REPAIR & MAINTENANCE SUPPLIES | WATER UTILITY |
| | | 66.98 | EAR PLUGS/GLOVES/CLNR | | 116486 | INV295729 | 50606.6220 | | REPAIR & MAINTENANCE SUPPLIES | SEWER UTILITY |
| | | 66.96 | EAR PLUGS/GLOVES/CLNR | | 116486 | INV295729 | 60703.6220 | | REPAIR & MAINTENANCE SUPPLIES | CENTRAL GARAGE FUND |
| | | <u>334.88</u> | | | | | | | | |
| 151725 | 9/16/2024 | | 14655 SAILCRAFTERS LOFT AND RIGGING | | | | | | | |
| | | 570.00 | UMBRELLA RPR-SPLASH POOL | | 116557 | 724232 | 10527.6220 | | REPAIR & MAINTENANCE SUPPLIES | SPLASH POOL |
| | | <u>570.00</u> | | | | | | | | |
| 151726 | 9/16/2024 | | 2408 SCHINDLER ELEVATOR CORPORATION | | | | | | | |
| | | 1,228.74 | JC ELEVATOR SVC 8/25/24 | | 116533 | 7154008202 | 50678.6371.040 | | MTNCE-ELEVATOR MTNCE | JOHN CARROLL APT BLDG |
| | | <u>1,228.74</u> | | | | | | | | |
| 151727 | 9/16/2024 | | 6703 SENTRY SYSTEMS, INC | | | | | | | |
| | | 30.00 | NM MONITOR SYST SEP24 | | 116534 | 796064 | 50677.6375.3 | | OTHER CONTR SVCS-SECURITY | NAN MCKAY APT BLDG |
| | | 30.00 | JC MONITOR SYST SEP24 | | 116534 | 796064 | 50678.6375.3 | | OTHER CONTR SVCS-SECURITY | JOHN CARROLL APT BLDG |
| | | <u>60.00</u> | | | | | | | | |
| 151728 | 9/16/2024 | | 2633 SHERWIN-WILLIAMS CO., THE | | | | | | | |
| | | 1,003.70 | JC-PAINT FOR MOVEINS | | 116487 | 8955-4 | 50678.6371.060 | | MTNCE-UNIT TURNAROUND | JOHN CARROLL APT BLDG |
| | | 1,053.70 | JC PAINT FOR MOVEINS | | 116535 | 9678-3 | 50678.6371.060 | | MTNCE-UNIT TURNAROUND | JOHN CARROLL APT BLDG |
| | | <u>2,057.40</u> | | | | | | | | |
| 151729 | 9/16/2024 | | 12778 SSP QOZB LLC | | | | | | | |
| | | 25,883.72 | PAYGO NOTE-PRINCIPALNOTE2 | | 116488 | 8/24 NOTE | 40493.6530 | | IMPR OTHER THAN BUILDING | GRAND AVE GATEWAY TIF |
| | | 1,917.81 | PAYGO NOTE-INTERESTNOTE2 | | 116488 | 8/24 NOTE | 40493.6612 | | INTEREST EXPENSE | GRAND AVE GATEWAY TIF |
| | | <u>27,801.53</u> | | | | | | | | |
| 151730 | 9/16/2024 | | 2558 STATE INDUSTRIAL PRODUCTS | | | | | | | |
| | | 291.62 | JC DRAIN MAINT | | 116490 | 903476561 | 50678.6220 | | REPAIR & MAINTENANCE SUPPLIES | JOHN CARROLL APT BLDG |
| | | 118.67 | NM AIR CARE | | 116491 | 903477990 | 50677.6220 | | REPAIR & MAINTENANCE SUPPLIES | NAN MCKAY APT BLDG |
| | | 306.00 | NM DRAIN MAINT PGM | | 116536 | 903487363 | 50677.6220 | | REPAIR & MAINTENANCE SUPPLIES | NAN MCKAY APT BLDG |
| | | <u>716.29</u> | | | | | | | | |
| 151731 | 9/16/2024 | | 14647 STOP STICK, LTD | | | | | | | |
| | | 6,730.00 | 13 SQ STOP STICKS&HOLDERS | | 116492 | 0034257-IN | 10210.6580 | | OTHER EQUIPMENT | POLICE PROTECTION |

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| 151737 | 9/16/2024 | | 4656 WESTMOR FLUID SOLUTIONS, LLC | | | | | | Continued... | |
| 151738 | 9/16/2024 | | 12322 WILLIAMS, STEPHANIE | | | | | | | |
| | | 50.00 | RFD FOOTBALL-GIOVANNI | | 116559 | 09/03/2024 | 10520.4463 | | FALL, WINTER & SPRING PROGRAMS | PARKS ADMINISTRATION |
| | | 50.00 | | | | | | | | |
| 151739 | 9/16/2024 | | 2785 WM CORPORATE SERVICES, INC. | | | | | | | |
| | | 908.34 | JC 30 YRD 8/1-8/15/24 | | 116499 | 9133862-2282-6 | 50678.6371.010 | 229901 | MTNCE-GARBAGE/TRASH/RECYCLING JOHN CARROLL APT BLDG | |
| | | 1,411.12 | NM MO SVC AUG24 | | 116540 | 0183141-4166-6 | 50677.6371.010 | | MTNCE-GARBAGE/TRASH/RECYCLING NAN MCKAY APT BLDG | |
| | | 1,022.24 | JC MO SVC AUG24 | | 116541 | 0183097-4166-0 | 50678.6371.010 | | MTNCE-GARBAGE/TRASH/RECYCLING JOHN CARROLL APT BLDG | |
| | | 3,341.70 | | | | | | | | |
| 151740 | 9/16/2024 | | 2844 WSB & ASSOC INC | | | | | | | |
| | | 118.50 | LEVANDER POND MAR24 | | 116500 | R-020871-000-15 | 50610.6302 | 202209 | PROFESSIONAL SERVICES | STORM WATER UTILITY |
| | | 3,126.00 | SEIDLS TR/SHORE/HABIT MAR24 | | 116502 | R-022116-000-15 | 50610.6530 | 202115 | IMPR OTHER THAN BUILDING | STORM WATER UTILITY |
| | | 464.75 | GEN ENG SERVICES | | 116565 | R-022347-000-11 | 40402.6302 | 202407 | PROFESSIONAL SERVICES | CAPITAL PROGRAMS FUND |
| | | 3,709.25 | | | | | | | | |
| 151741 | 9/16/2024 | | 2849 XCEL ENERGY | | | | | | | |
| | | 15,694.72 | ARENA 7/28-8/26/24 | | 116542 | 893219349 | 20243.6385 | | UTILITY SERVICE | DOUG WOOG ARENA |
| | | 1,396.70 | CITY HALL | | 116543 | 893037037 | 10330.6385 | | UTILITY SERVICE | BUILDINGS |
| | | 144.77 | ST LGT UTILITY FUND | | 116543 | 893037037 | 50615.6385 | | UTILITY SERVICE | STREET LIGHT UTILITY |
| | | 54.46 | POLICE | | 116544 | 893034849 | 10210.6385 | | UTILITY SERVICE | POLICE PROTECTION |
| | | 1,540.91 | PUBLIC WORKS | | 116545 | 893188114 | 10320.6385 | | UTILITY SERVICE | PUBLIC WORKS |
| | | 138.21 | UNIT LGT@437CONCRD 4/28-5/28 | | 116546 | 879406172 | 50615.6385 | | UTILITY SERVICE | STREET LIGHT UTILITY |
| | | 22,250.90 | WATER | | 116547 | 892658369 | 50605.6385 | | UTILITY SERVICE | WATER UTILITY |
| | | 280.67 | SEWER | | 116548 | 892647724 | 50606.6385 | | UTILITY SERVICE | SEWER UTILITY |
| | | 475.80 | STORM SEWER | | 116548 | 892647724 | 50610.6385 | | UTILITY SERVICE | STORM WATER UTILITY |
| | | 238.12 | STREET LIGHTS | | 116548 | 892647724 | 50615.6385 | | UTILITY SERVICE | STREET LIGHT UTILITY |
| | | 14,118.14 | STREETLIGHTS | | 116549 | 892666653 | 50615.6385 | | UTILITY SERVICE | STREET LIGHT UTILITY |
| | | 56,333.40 | | | | | | | | |
| 151742 | 9/16/2024 | | 14653 XIONG, YIA | | | | | | | |
| | | 500.00 | PLUMB PRJ PH 11 STIPEND | | 116555 | PH11JCAPT1013 | 50678.6451 | 229901 | REFUNDS & REIMBURSEMENT | JOHN CARROLL APT BLDG |
| | | 500.00 | | | | | | | | |
| 151743 | 9/16/2024 | | 14654 ZELSDORF, DONALD | | | | | | | |
| | | 11.02 | JC #602 MOVEOUT REFUND | | 116556 | 03212024 | 50678.1101 | | ACCOUNTS RECEIVABLE | JOHN CARROLL APT BLDG |
| | | 11.02 | | | | | | | | |
| 801087 | 9/6/2024 | | 1818 LELS LOCAL 95 | | | | | | | |

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| 801087 | 9/6/2024 | | 1818 LELS LOCAL 95 | | | | | | Continued... | |
| | | 101.50 | | | 116383 | 0904241024043 | 10101.2170 | | ACCRUED PAY DED PAYABLE | GENERAL FUND |
| | | <u>101.50</u> | | | | | | | | |
| 801088 | 9/6/2024 | | 1969 MINNESOTA AFSCME, COUNCIL NO. 5 | | | | | | | |
| | | 929.48 | | | 116385 | 0904241024045 | 10101.2170 | | ACCRUED PAY DED PAYABLE | GENERAL FUND |
| | | <u>929.48</u> | | | | | | | | |
| 801089 | 9/6/2024 | | 2243 POLICE FLOWER FUND | | | | | | | |
| | | 39.00 | | | 116378 | 09042410240413 | 10101.2170 | | ACCRUED PAY DED PAYABLE | GENERAL FUND |
| | | <u>39.00</u> | | | | | | | | |
| 801090 | 9/9/2024 | | 3632 BOLTON & MENK, INC. | | | | | | | |
| | | 442.00 | TRAFFIC COUNTS 2024-2027 | | 116281 | 0335906 | 10315.6302 | | PROFESSIONAL SERVICES | ENGINEERING |
| | | 4,695.96 | 7TH&I494 CONST 6/22-8/2/24 | | 116282 | 0342910 | 40439.6302 | 202312 | PROFESSIONAL SERVICES | 2023 LOCAL IMPROVEMENTS |
| | | 465.50 | MSAS NEEDS ASSISTANCE | | 116283 | 0342913 | 10315.6302 | | PROFESSIONAL SERVICES | ENGINEERING |
| | | 28,228.00 | MARIE AVE PRELIM 6/22-8/2/24 | | 116284 | 0342912 | 40440.6302 | 202405 | PROFESSIONAL SERVICES | 2024 LOCAL IMPROVEMENTS |
| | | <u>33,831.46</u> | | | | | | | | |
| 801091 | 9/9/2024 | | 1240 DAKOTA COMMUNICATIONS CENTER | | | | | | | |
| | | 50,679.00 | SEPT 2024 DISPATCH DUES | | 116291 | SO2024-09 | 10210.6305 | | DISPATCH SERVICES | POLICE PROTECTION |
| | | <u>50,679.00</u> | | | | | | | | |
| 801092 | 9/9/2024 | | 2585 STREICHER'S - MINNEAPOLIS | | | | | | | |
| | | 2,137.52 | 21-UNIFORM START UP | | 116361 | 11702204 | 10210.6245 | | CLOTHING ALLOWANCE | POLICE PROTECTION |
| | | 1,578.90 | 21-BALLISTIC VEST | | 116362 | 11715672 | 20212.6245 | 227599 | CLOTHING ALLOWANCE | GRANTS/DONATIONS POLICE |
| | | <u>3,716.42</u> | | | | | | | | |
| 801093 | 9/9/2024 | | 10612 WALL, ANDREW | | | | | | | |
| | | 38.46 | JUL/AUG24 MILAGE | | 116364 | 8/28/24 | 20245.6331 | | CONFERENCES, TRAINING, TRAVEL | AIRPORT |
| | | <u>38.46</u> | | | | | | | | |
| 801094 | 9/16/2024 | | 1240 DAKOTA COMMUNICATIONS CENTER | | | | | | | |
| | | 50,679.00 | OCT 2024 DISPATCH DUES | | 116426 | SO2024-10 | 10210.6305 | | DISPATCH SERVICES | POLICE PROTECTION |
| | | <u>50,679.00</u> | | | | | | | | |
| 801095 | 9/16/2024 | | 1825 LEVANDER, GILLEN & MILLER PA | | | | | | | |
| | | 1,500.00 | AUG 24 LEGAL | | 116459 | 08-31-24-41000E | 10130.6306 | | PROFESSIONAL SVCS - RETAINER | CITY ATTORNEY |
| | | 4,923.18 | AUG 24 LEGAL | | 116459 | 08-31-24-41000E | 10130.6302 | | PROFESSIONAL SERVICES | CITY ATTORNEY |
| | | 462.00 | AUG 24 LEGAL | | 116459 | 08-31-24-41000E | 20245.6302 | | PROFESSIONAL SERVICES | AIRPORT |
| | | 962.50 | AUG 24 LEGAL | | 116459 | 08-31-24-41000E | 20280.6302 | | PROFESSIONAL SERVICES | ECON DEV GENERAL |

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| 801095 | 9/16/2024 | | 1825 LEVANDER, GILLEN & MILLER PA | | | | | | Continued... | |
| | | 742.00 | AUG 24 LEGAL | | 116459 | 08-31-24-41000E | 50678.6302 | | PROFESSIONAL SERVICES | JOHN CARROLL APT BLDG |
| | | <u>8,589.68</u> | | | | | | | | |
| 2024260 | 9/6/2024 | | 1978 MINNESOTA CHILD SUPPORT PAYMENT CENTER | | | | | | | |
| | | 717.12 | | | 116386 | 0904241024046 | 10101.2170 | | ACCRUED PAY DED PAYABLE | GENERAL FUND |
| | | 46.14 | | | 116387 | 0904241024047 | 10101.2170 | | ACCRUED PAY DED PAYABLE | GENERAL FUND |
| | | <u>207.66</u> | | | 116388 | 0904241024048 | 10101.2170 | | ACCRUED PAY DED PAYABLE | GENERAL FUND |
| | | 970.92 | | | | | | | | |
| 2024261 | 9/6/2024 | | 2018 MINNESOTA STATE RETIREMENT SYSTEM (EFT) | | | | | | | |
| | | <u>3,637.50</u> | | | 116375 | 09042410240410 | 10101.2175 | | OTHER RETIREMENT | GENERAL FUND |
| | | 3,637.50 | | | | | | | | |
| 2024262 | 9/6/2024 | | 2096 NATIONWIDE RETIREMENT SOLUTIONS | | | | | | | |
| | | <u>12,771.65</u> | | | 116376 | 09042410240411 | 10101.2175 | | OTHER RETIREMENT | GENERAL FUND |
| | | 12,771.65 | | | | | | | | |
| 2024263 | 9/6/2024 | | 2200 PERA | | | | | | | |
| | | <u>73,456.46</u> | | | 116377 | 09042410240412 | 10101.2174 | | PERA | GENERAL FUND |
| | | 73,456.46 | | | | | | | | |
| 2024264 | 9/6/2024 | | 2748 MISSION SQUARE TRANSFER (EFT) | | | | | | | |
| | | <u>1,960.00</u> | | | 116379 | 09042410240414 | 10101.2175 | | OTHER RETIREMENT | GENERAL FUND |
| | | 1,960.00 | | | | | | | | |
| 2024265 | 9/6/2024 | | 10755 OPTUM | | | | | | | |
| | | <u>4,478.03</u> | | | 116380 | 09042410240415 | 10101.2176 | | HOSPITALIZATION/MED INSURANCE | GENERAL FUND |
| | | 4,478.03 | | | | | | | | |
| 2024266 | 9/6/2024 | | 1338 EFTPS | | | | | | | |
| | | 38,504.51 | | | 116374 | 0904241024041 | 10101.2171 | | FEDERAL WITHHOLDING | GENERAL FUND |
| | | <u>42,731.92</u> | | | 116382 | 0904241024042 | 10101.2173 | | FICA TAX WITHHOLDING | GENERAL FUND |
| | | 81,236.43 | | | | | | | | |
| 2024267 | 9/6/2024 | | 2013 MINNESOTA REVENUE (C) | | | | | | | |
| | | <u>18,096.95</u> | | | 116389 | 0904241024049 | 10101.2172 | | STATE WITHHOLDING | GENERAL FUND |
| | | 18,096.95 | | | | | | | | |
| 2024268 | 8/30/2024 | | 8517 BOND TRUST SERVICES CORPORATION | | | | | | | |
| | | 105,000.00 | 2017A PRINCIPAL | | 116414 | 89902 | 30322.6601 | | BOND PRINCIPAL | 2017A TAXABLE GO AIRPORT |

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| 2024268 | 8/30/2024 | | 8517 BOND TRUST SERVICES CORPORATION | | | | | | Continued... | |
| | | 8,365.00 | 2017A INTEREST | | 116414 | 89902 | 30322.6611 | | BOND INTEREST | 2017A TAXABLE GO AIRPORT |
| | | <u>113,365.00</u> | | | | | | | | |
| 2024269 | 9/3/2024 | | 10755 OPTUM | | | | | | | |
| | | 306.72 | HRA REIMBURSEMENT 2024 | | 116415 | 541574504 | 70805.6131 | | EMPLOYEE HRA REIMBURSEMENT | EMPLOYEE HEALTH REIMBUR |
| | | <u>306.72</u> | | | | | | | | |
| 2024270 | 9/3/2024 | | 6037 HEALTHPARTNERS-DENTAL | | | | | | | |
| | | 717.70 | DENTAL CLAIMS PAID | | 116416 | 08/22/24-08/28/ 24 | 60709.6132 | | DENTAL CLAIMS PAID | SELF-INSURED DENTAL |
| | | <u>717.70</u> | | | | | | | | |
| 2024271 | 9/9/2024 | | 14645 MEDSURETY, LLC | | | | | | | |
| | | 1,556.50 | HRA, HSA, FSA, DCAP FEES | | 116531 | 34429 | 10150.6375 | | OTHER CONTRACTED SERVICES | FINANCE |
| | | <u>1,556.50</u> | | | | | | | | |
| 2024272 | 9/9/2024 | | 6037 HEALTHPARTNERS-DENTAL | | | | | | | |
| | | 537.61 | DENTAL CLAIMS PAID | | 116563 | 08/29/24-09/04/ 24 | 60709.6132 | | DENTAL CLAIMS PAID | SELF-INSURED DENTAL |
| | | <u>537.61</u> | | | | | | | | |
| 2024273 | 9/9/2024 | | 10755 OPTUM | | | | | | | |
| | | 2.08 | HRA REIMBURSEMENT 2024 | | 116564 | 542544768 | 70805.6131 | | EMPLOYEE HRA REIMBURSEMENT | EMPLOYEE HEALTH REIMBUR |
| | | <u>2.08</u> | | | | | | | | |
| | | <u><u>3,522,343.37</u></u> | Grand Total | | | | | | | |

Payment Instrument Totals

| | |
|-----------------|-------------------|
| Checks | 3,060,645.82 |
| EFT Payments | 313,093.55 |
| A/P ACH Payment | <u>148,604.00</u> |
| Total Payments | 3,522,343.37 |



CITY COUNCIL AGENDA REPORT
DATE: September 16, 2024
DEPARTMENT: CITY CLERK
Prepared by: Deanna Werner
ADMINISTRATOR:RG

8-C

AGENDA ITEM: Business Licenses

ACTION TO BE CONSIDERED:

Motion to adopt attached list, approving Business Licenses.

OVERVIEW:

Municipal Code requires that all licenses are approved by the City Council and subject to submittal of insurance certificates, forms and background investigation, when required, prior to issuance.

The attached listing contains new and/or renewal applications which have been applied for since the last City Council Meeting. These licenses will expire as indicated on the attached report.

SOURCE OF FUNDS:

N/A

City of South St Paul City Council Report

| <u>ID</u> | <u>Company</u> | <u>License #</u> | <u>License Type</u> | <u>Status</u> | <u>Issued</u> | <u>Expires</u> | <u>Address</u> | <u>Complex</u> | <u>Council</u> |
|-----------|----------------------|------------------|---------------------|---------------|---------------|----------------|--------------------|----------------|----------------|
| 15640 | Ruby & Serafin Ruiz | 00015246 | Rental Housing | A | 09/03/2024 | 05/31/2025 | 512 15th Ave N | | 09/16/2024 |
| 15639 | Aaron John Alms | 00015245 | Rental Housing | A | 08/30/2024 | 05/31/2025 | 840-842 21st Ave N | | 09/16/2024 |
| 15641 | Connor David Brennan | 00015248 | Rental Housing | A | 09/05/2024 | 05/31/2025 | 458 5th Ave S | | 09/16/2024 |
| 15642 | Richard Allen Wesley | 00015249 | Rental Housing | A | 09/11/2024 | 05/31/2025 | 706 Congress St | | 09/16/2024 |



AGENDA ITEM: Scope Amendment with WSB for Seidls Lake Trail and Habitat Improvements Project

ACTION TO BE CONSIDERED:

- Approve a scope amendment with WSB for additional construction services for the Seidls Lake Trail and Habitat Improvements project for \$54,800.

OVERVIEW:

On January 17, 2023, the City Council approved a professional services agreement with WSB to prepare bid documents and perform construction management services for the Seidls Lake Trail and Habitat Improvements Project. South St. Paul is the lead agency for the project and is responsible for administering the project. The project is currently under construction and expected to be substantially completed this year. Periodic vegetative monitoring for two years after construction will be necessary as part of the grant requirements.

Originally, the construction was expected to be completed in 2023. However, due to design modifications by the City of Inver Grove Heights and Lower Mississippi Watershed District, the construction schedule was delayed until 2024. Additional design and construction services were necessary to get the project bid and constructed. WSB is requesting a scope amendment to see this project through to completion. As per the Joint Power Agreement with the City of Inver Grove Heights, 80% of this cost would be Inver Grove Heights's, and 20% would be South St. Paul's. Therefore, South St. Paul's portion would be \$10,960.

RECOMMENDATION:

Staff recommends approval of a scope amendment with WSB for additional construction services for the Seidls Lake Trail and Habitat Improvements project for \$54,800.

SOURCE OF FUNDS:

Funding for the project is available through a State of Minnesota Conservation Partners Legacy (CPL) grant in the amount of \$365,000, secured and administered by the LMRWMO. Additionally, there is a Local Trail Connection (LTC) grant in the amount of \$250,000, secured and administered by the City of South St. Paul. All remaining costs will be divided between the cities based on their respective percentage of the actual total bid costs within their areas compared to the overall total bid amount.



August 8, 2024

Mr. Nick Guiliams
City Engineer
City of South St. Paul
125 3rd Avenue North
South St. Paul, MN 55075

Re: Seidls Lake Trail and Habitat Improvements
City of South St. Paul, MN

Dear Mr. Guiliams:

Attached for your review and approval is our proposed scope of services, fee, and schedule for providing professional engineering services to complete continued support for the Seidls Lake Trail and Habitat Improvements. The construction schedule was extended two years from what was originally scoped.

We look forward to continuing to work on this important project with the City of South St. Paul and Inver Grove Heights. If you are in agreement with this proposal, please sign where indicated and return one copy to our office. Please do not hesitate to contact me at 612.990.3576 with any questions.

Sincerely,

WSB

Jake Newhall, PE
Director of Water Resources

Attachment

ACCEPTED BY:

City of South St. Paul, MN

Name _____

Title _____

Date _____

701 XENIA AVENUE S | SUITE 300 | MINNEAPOLIS, MN | 55416 | 763.541.4800 | WSBENG.COM

**SCOPE OF ENGINEERING SERVICES
FOR
SEIDL'S LAKE TRAIL AND HABITAT IMPROVEMENTS**

CITY OF SOUTH ST. PAUL, MN

SCOPE OF ENGINEERING SERVICES

Task 1 – Project Management

Project management will be performed throughout the course of the project. The following subtasks are included as part of Project Management:

- 1.1 Attend project update meetings with City staff and other stakeholders. This will include developing the agenda, preparing handouts and graphics, and attending the meeting.
- 1.2 Work with project team to coordinate project deliverables, schedule, and budget.

Task 2 – Grant Administration

Funding from the Minnesota DNR Local Trail Connections Grant Program and the Conservation Partners Legacy Grant Program was obtained for this project. This task will include continuing to assist the City with documentation necessary for grant reporting and reimbursement with each agency. WSB will provide invoices, broken into phases, and separate billable hours that reflect eligible costs for each grant.

Deliverables: Grant Reporting and Documentation

Task 3 – Construction Management

Construction management will continue to be performed throughout the course of the construction schedule for the trail, shoreline restoration, and habitat improvements. This will include attending weekly progress meetings throughout the project, and other necessary construction coordination.

This task will include part-time observation (approximately 16 hours per week) for the remainder of the project. This will include inspection of all critical construction components as well as regular check-ins with the contractor and the City. WSB will complete all construction staking activities and get survey information for record drawings.

- 3.1 Attend pre-construction meeting and weekly construction meetings.
- 3.2 Full-time construction observation.
- 3.3 Construction staking.
- 3.4 Review and Approve Pay Vouchers
- 3.5 Record Drawings.

Deliverables: Construction Meetings, Meeting Minutes (as necessary), Construction Observation, and Record Drawings

Task 4 – Vegetation Restoration and Maintenance Period

This task will also include periodic vegetative monitoring of the project site for two (2) years after construction/installation is completed as well as coordination of maintenance activities with contractor. This will ensure native planted species establishment is monitored and adequate maintenance practices are completed to reduce potential invasive weed species establishment.

Prior to final onsite inspection or CPL grant expiration (whichever is first) a final maintenance plan based on existing conditions and including a summary of maintenance already performed, will be provided to Cities and WMO. Plan shall include

- 4.1 Onsite inspections three times during growing season in years 1 and 2 post installation, contractor coordination, and site photos.
- 4.2 Yearly inspection and maintenance summary report.
- 4.3 Final updated Restoration and Management Plan

Deliverables: *Onsite maintenance inspections, Annual monitoring and maintenance summaries for years 1 and 2, Final Restoration and Management Plan.*

TOTAL ESTIMATED ENGINEERING FEE

The scope of services outlined in this proposal will be billed hourly, based on our current hourly rates. We are proposing to complete Tasks 1-4 outlined above for the second phase of the Seidls Lake Trail and Habitat Improvements for a not-to-exceed fee of **\$54,800**.



Agenda Item: Declaring Property Surplus and Authorize the Sale of Such Property

Action to be considered:

Motion to approve Resolution No. 2024-111. Resolution Declaring Certain Property Surplus and Authorize the Sale of Such Property.

Overview:

Staff hereby requests the City Council of South St. Paul to consider the following equipment to be declared surplus and offered for sale:

1. 2012 Ford F-450 4x4 Cab chassis with dump box (last VIN# 4146)
2. 2013 Ford F-250 4x4 pickup with 9'2" Boss V Plow (last VIN# 3067)
3. 2003 Ford F-250 2-wheel drive pickup (last VIN# 1118)
4. 2015 Ford F-350 4x4 pickup (last VIN# 6895)
5. 2018 John Deere Quik Trac standup mower
6. 2019 John Deere ZR920M Zero Turn mower
7. 1996 Toro 4800HL Turf Sweeper
8. Shindaiwa weed trimmers (qty 3)
9. 36 Gallon Delta brand Aux fuel tank with pump
10. Stihl MS193T Chainsaw
11. 2005 Tomahawk tandem axle deck over trailer
12. Tailgate, bumper and receiver hitch from 2024 GMC 2500HD
13. Tailgate and bumper from 2018 Ford F-250
14. Tailgate from 2017 Ford F-250
15. Cub Cadet self-propelled push mower
16. Pallet of folding chairs (qty 28)
17. Snow plow for a skid steer
18. Sickle Mower
19. Stihl BG 36 blower
20. 2014 Elgin Pelican Street Sweeper

21. Hydraulic post pounder and U Channel post puller

The item(s) listed above have outlived their use with the city or are expired. All vehicle(s) and other equipment will be auctioned off on the MN State Auction online site.

Source of Funds:

Proceeds go into the Central Garage Fund

City of South St. Paul
Dakota County, Minnesota

RESOLUTION NO. 2024-111

**DECLARING PROPERTY SURPLUS AND AUTHORIZE THE SALE OF SUCH
PROPERTY**

WHEREAS, the following vehicle(s) and item(s) have been replaced and are no longer needed by the City:

- 2012 Ford F-450 4x4 Cab chassis with dump box (last VIN# 4146)
- 2013 Ford F-250 4x4 pickup with 9'2" Boss V Plow (last VIN# 3067)
- 2003 Ford F-250 2-wheel drive pickup (last VIN# 1118)
- 2015 Ford F-350 4x4 pickup (last VIN# 6895)
- 2018 John Deere Quik Trac standup mower
- 2019 John Deere ZR920M Zero Turn mower
- 1996 Toro 4800HL Turf Sweeper
- Shindaiwa weed trimmers (qty 3)
- 36 Gallon Delta brand Aux fuel tank with pump
- Stihl MS193T Chainsaw
- 2005 Tomahawk tandem axle deck over trailer
- Tailgate, bumper and receiver hitch from 2024 GMC 2500HD
- Tailgate and bumper from 2018 Ford F-250
- Tailgate from 2017 Ford F-250
- Cub Cadet self-propelled push mower
- Pallet of folding chairs (qty 28)
- Snow plow for a skid steer
- Sickle Mower
- Stihl BG 36 blower
- 2014 Elgin Pelican Street Sweeper
- Hydraulic post pounder and U Channel post puller

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL FOR THE
CITY OF SOUTH ST. PAUL, MINNESOTA, AS FOLLOWS:**

1. The above listed vehicle(s) and item(s) are declared surplus property.
2. The above listed vehicle(s) and item(s) are authorized to be sold.

Adopted this 16th day of September 2024.

City Clerk



CITY COUNCIL AGENDA REPORT

DATE: September 16, 2024

DEPARTMENT: Finance

Prepared by: Clara Hilger

ADMINISTRATOR: RG

8-F

AGENDA ITEM: Accept the 2024 Second Quarter Financial Report and authorize 2024 Budget amendment

ACTION TO BE CONSIDERED:

1. Motion to accept the 2024 SecondQuarter Financial Report
2. Adopt Resolution 2024-112 to amend the 2024 Budget

OVERVIEW:

The Finance Department has prepared the *attached second quarter financial report*, which was reviewed by the Council at the September 9, 2024 Worksession. Finance has not noted any worrisome variances in the operating funds for the second quarter. The variances that have occurred are noted in the attached report.

The attached financial report includes the following recommended budget revisions:

- The Engineering budget was adjusted to account for a road improvement projects special benefits analysis.

Formal council action is requested for these Budget modifications through the approval of a motion accepting the Second Quarter Financial Report and by the subsequent adoption of attached resolution 2024-112, which will authorize the proposed budget amendment.

SOURCE OF FUNDS:

As outlined in this Agenda report

City of South St. Paul
Dakota County, Minnesota

RESOLUTION NO. 2024-112

RESOLUTION AUTHORIZING 2024 BUDGET ADJUSTMENTS

WHEREAS, the Mayor and City Council adopted an annual Operating Budget for the current fiscal year in December 2023 after considerable discussion and consideration which was based on the best and most accurate information available at that time; and,

WHEREAS, changes in circumstances and different or more accurate information can periodically arise during a fiscal year to challenge the assumptions incorporated in the adopted annual Operating Budget, suggesting the need for Budget amendments to enable the City to better manage its resources for the balance of the fiscal year; and,

WHEREAS, the Mayor and City Council have received, reviewed and discussed the 2024 Second Quarter Financial Report and, the Mayor and City Council have thereupon carefully determined that the 2024 Operating Budget, as a guide plan for City operations, could be improved by the adoption of certain amendments.

NOW, THEREFORE, BE IT RESOLVED THAT the City Council of the City of South St. Paul hereby approves the following budget amendments:

| | <u>Increase or (Decrease) Expenditures</u> |
|---------------|--|
| General Fund: | |
| Engineering | 14,200 |
| Contingencies | (14,200) |

Adopted this 16th day of September, 2024.

Deanna Werner, City Clerk

| Description | 2024 Original Budget | 2024 Amended Budget | Actual thru March 2024 | Benchmark 50% Percent of Budget | |
|---|----------------------------|---------------------------|------------------------------|--|---|
| GENERAL OPERATING FUND | | | | | |
| GENERAL FUND - REVENUES | | | | | |
| Taxes | 13,320,065.00 | 13,320,065.00 | 3,384,054.98 | 25.41% | A |
| Fees | 2,160,455.00 | 2,160,455.00 | 839,537.76 | 38.86% | B |
| Intergovernmental | 3,438,850.00 | 3,438,850.00 | 234,965.66 | 6.83% | C |
| Charges for Services | 2,021,606.00 | 2,021,606.00 | 839,053.67 | 41.50% | |
| Other Revenues | 94,210.00 | 94,210.00 | 141,997.21 | 150.72% | D |
| Transfers In/Fund Balance | 190,000.00 | 190,000.00 | 95,010.00 | 50.01% | |
| Total Revenues | 21,225,186.00 | 21,225,186.00 | 5,534,619.28 | 26.08% | |
| GENERAL FUND - EXPENDITURES | | | | | |
| General Government | | | | | |
| Mayor & Council | 178,459.00 | 178,710.00 | 96,842.24 | 54.19% | E |
| Administration | 607,774.00 | 636,052.00 | 299,050.31 | 47.02% | |
| Human Resources | 282,269.00 | 297,000.00 | 122,373.75 | 41.20% | |
| City Attorney | 98,000.00 | 98,000.00 | 64,918.59 | 66.24% | F |
| City Attorney - Criminal | 170,000.00 | 170,000.00 | 65,020.74 | 38.25% | G |
| City Clerk | 313,997.00 | 279,215.00 | 117,103.89 | 41.94% | |
| Information Technology | 800,076.00 | 815,244.00 | 340,041.28 | 41.71% | |
| Recycling | 23,350.00 | 23,885.00 | 1,604.61 | 6.72% | H |
| Finance | 487,827.00 | 524,305.00 | 224,698.46 | 42.86% | |
| Total General Government | 2,961,752.00 | 3,022,411.00 | 1,331,653.87 | 44.06% | |
| Public Safety | | | | | |
| Police | 8,263,184.00 | 8,634,370.00 | 3,717,818.45 | 43.06% | |
| Fire | 2,772,182.00 | 2,772,182.00 | 2,070,950.64 | 74.70% | I |
| Total Public Safety | 11,035,366.00 | 11,406,552.00 | 5,788,769.09 | 50.75% | |
| Public Works | | | | | |
| Engineering | 720,601.00 | 795,100.00 | 349,142.53 | 43.91% | |
| Streets, Alley's and Blvd's | 2,282,487.00 | 2,335,843.00 | 1,023,310.26 | 43.81% | |
| Buildings | 372,692.00 | 399,965.00 | 203,383.96 | 50.85% | |
| Parks Facilities and Maintenance | 1,376,503.00 | 1,411,243.00 | 568,580.21 | 40.29% | |
| Total Public Works | 4,752,283.00 | 4,942,151.00 | 2,144,416.96 | 43.39% | |
| Community Development | | | | | |
| Development Services | 619,384.00 | 643,535.00 | 267,468.22 | 41.56% | |
| Code Enforcement | 169,852.00 | 188,303.00 | 76,860.52 | 40.82% | |
| Total Community Development | 789,236.00 | 831,838.00 | 344,328.74 | 41.39% | |
| Leisure Services | | | | | |
| Parks Administration | 297,261.00 | 313,211.00 | 135,004.26 | 43.10% | |
| Splash Pool | 92,176.00 | 94,105.00 | 33,340.76 | 35.43% | J |
| Northview Pool | 107,976.00 | 109,905.00 | 28,016.61 | 25.49% | J |
| Recreation Programs | 257,449.00 | 273,098.00 | 123,482.52 | 45.22% | |
| Community Affairs | 131,687.00 | 137,074.00 | 63,331.70 | 46.20% | |
| Total Leisure Services | 886,549.00 | 927,393.00 | 383,175.85 | 41.32% | |
| Nondepartmental | | | | | |
| Contingencies | 800,000.00 | 109,041.00 | 0.00 | 0.00% | |
| Total Nondepartmental | 800,000.00 | 109,041.00 | 0.00 | 0.00% | |
| Total Expenditures | 21,225,186.00 | 21,225,186.00 | 9,992,344.51 | 47.08% | |
| Revenues Over (Under) Expenditures | 0.00 | 0.00 | (4,457,725.23) | | |

| Description | 2024 Original Budget | 2024 Amended Budget | Actual thru March 2024 | Benchmark 50% Percent of Budget | |
|---|----------------------------|---------------------------|------------------------------|--|---|
| OTHER OPERATING FUNDS | | | | | |
| DOUG WOOG ARENA | | | | | |
| Revenues | 1,215,500.00 | 1,215,500.00 | 631,663.50 | 51.97% | A |
| Expenditures | 1,501,767.00 | 1,521,421.00 | 600,602.30 | 39.48% | |
| Revenues Over (Under) Expenditures | (286,267.00) | (305,921.00) | 31,061.20 | | |
| AIRPORT OPERATING FUND | | | | | |
| Revenues | 1,427,720.00 | 1,427,720.00 | 790,162.75 | 55.34% | |
| Expenditures | 1,626,847.00 | 1,645,951.00 | 644,447.17 | 39.15% | |
| Revenues Over (Under) Expenditures | (199,127.00) | (218,231.00) | 145,715.58 | | |
| STORM WATER UTILITY FUND | | | | | |
| Operating Revenues and Grants | 800,420.00 | 800,420.00 | 358,393.97 | 44.78% | K |
| Expenditures - Operating | 948,832.00 | 948,832.00 | 616,644.81 | 64.99% | |
| Transfers - Capital | 66,700.00 | 66,700.00 | 42,186.24 | 63.25% | M |
| Revenues Over (Under) Expenditures | (215,112.00) | (215,112.00) | (300,437.08) | | |
| STREET LIGHT UTILITY FUND | | | | | |
| Revenues | 375,385.00 | 375,385.00 | 160,689.11 | 42.81% | K |
| Expenditures | 316,501.00 | 316,501.00 | 138,899.83 | 43.89% | |
| Revenues Over (Under) Expenditures | 58,884.00 | 58,884.00 | 21,789.28 | | |
| WATER AND SEWER UTILITY FUND | | | | | |
| Revenues | | | | | |
| Administration | 60,000.00 | 60,000.00 | 125,127.13 | 208.55% | C |
| Water Utility | 3,771,955.00 | 3,771,955.00 | 1,351,549.85 | 35.83% | K |
| Sewer Utility | 5,093,975.00 | 5,093,975.00 | 2,016,422.52 | 39.58% | K |
| Total Revenues | 8,925,930.00 | 8,925,930.00 | 3,493,099.50 | 20.28% | |
| Expenditures | | | | | |
| Administration | 562,614.00 | 573,204.00 | 270,529.75 | 47.20% | |
| Water Utility | 1,376,751.00 | 1,392,166.00 | 591,308.87 | 42.47% | |
| Sewer Utility | 4,327,476.00 | 4,344,081.00 | 2,447,095.19 | 56.33% | L |
| Total Expenditures | 6,266,841.00 | 6,309,451.00 | 3,308,933.81 | 52.44% | |
| Transfers | | | | | |
| Water Utility | 109,100.00 | 109,100.00 | 72,402.00 | 66.36% | M |
| Sewer Utility | 171,700.00 | 171,700.00 | 121,552.00 | 70.79% | M |
| Total Transfers | 783,414.00 | 783,414.00 | 193,954.00 | 24.76% | |
| Net Income (Loss) | 10,178,289.00 | 10,135,679.00 | (9,788.31) | | |
| CENTRAL GARAGE - INTERNAL SERVICE FUND | | | | | |
| Revenues | 1,886,792.00 | 1,886,792.00 | 1,028,287.17 | 54.50% | |
| Expenditures | 2,213,648.00 | 2,226,971.00 | 784,828.13 | 35.24% | |
| Net Income (Loss) | (326,856.00) | (340,179.00) | 243,459.04 | | |

| Description | 2024 Original Budget | 2024 Amended Budget | Actual thru March 2024 | Benchmark 50% Percent of Budget | |
|---|----------------------------|---------------------------|------------------------------|--|---|
| OTHER OPERATING FUNDS | | | | | |
| ECONOMIC DEVELOPMENT AUTHORITY | | | | | |
| Revenues | 412,221.00 | 412,221.00 | 162,321.59 | 39.38% | A |
| Expenditures | 412,221.00 | 412,221.00 | 104,360.13 | 25.32% | |
| Revenues Over (Under) Expenditures | 0.00 | 0.00 | 57,961.46 | | |
| EDA - HOUSING (HRA LEVY) | | | | | |
| Revenues | 1,127,694.00 | 1,127,694.00 | 497,469.77 | 44.11% | A |
| Expenditures | 1,127,694.00 | 1,127,694.00 | 398,813.50 | 35.37% | |
| Revenues Over (Under) Expenditures | 0.00 | 0.00 | 98,656.27 | | |
| HRA - PUBLIC HOUSING | | | | | |
| Revenues | 2,248,520.00 | 2,248,520.00 | 566,926.57 | 25.21% | N |
| Operating Expenses | 2,146,000.00 | 2,146,000.00 | 1,001,395.73 | 46.66% | |
| Capital Expenses | 0.00 | 0.00 | 733,682.48 | 100.00% | O |
| Net Income (Loss) | 102,520.00 | 102,520.00 | (1,168,151.64) | | |

Tickmark Explanations for Budget VS Actual Variances

- A Taxes will be received in June/July and December/January
- B 2nd quarter Franchise fees payment is received in July
- C LGA received in July and December
- D Interest earnings are posted semi-annually and other minor revenues are unpredictable
- E 3+ quarters of insurance payments made through the end of June
- F Legal service invoices for five months
- G Legal service-criminal invoices for May & June paid in July
- H Compost site costs occur May through October; clean up day in September
- I Fire Department 3rd quarter invoice paid in June
- J Pools are only open June through August
- K Utility revenues are based on service delivery, bills issued in Jan, Feb, Mar of 2024 are accrued back to the 2023 books as they are for services delivered in 2023. This is an annual occurrence.
- L Sanitary Sewer has 7 months of MCES charges
- M Transfers for bond principal and interest made in February and August
- N Activity from the tenant software has not been updated for 2024
- O Capital expenses for Public Housing are not budgeted



City Council Agenda

Date: September 16, 2024

Department: Doug Woog Arena

Prepared by: John Wilcox

Administrator: RG

8 - G

Agenda Item: Purchase of new Zamboni ice resurfacer

Action to be considered:

Motion to approve the purchase of a Zamboni and authorize the \$25,000 deposit.

Overview:

As part of the 2025 Central Garage Fund, the amount of \$200,000 has been allocated for the purchase of a new Zamboni.

Staff is requesting the approval to move forward at this time with the ordering of a new Zamboni ice resurfacing machine for Doug Woog Arena. This was set to be purchased in 2025, however staff is asking consideration to purchase now due to the length of time it will take from the initial order date to delivery date, which was said to be at least 13 months. The process would need to start at this time in order to receive the new machine for the start of the 2025-2026 winter season. There is a possibility that if staff places the order by the end of September 2024, Zamboni may be able to get the new machine to the arena by the start of the season. The cost of the machine through the State of Minnesota Cooperative Purchasing Contract will be approximately \$170,000, and requires a \$25,000 deposit with the order, with the remaining balance due 30 days from the date of shipment.

Staff is recommending that the city keep all current and new Zambonis in operation. In addition to the purchase of a new Zamboni the plan is to refurbish one of the existing Zamboni's. The Central Garage Fund has allocated \$40,000 for this project for 2025. The plan would be to keep the other existing Zamboni so that we are able to switch or alternate the usage of the machines which will ensure even wear and tear, maximize efficiency, reduce maintenance costs, and extend the overall life span of the machines. Another benefit of having an extra machine on hand ensures that operations continue without interruptions in case of a mechanical breakdown that may take a machine out of service for a period of time, which has occurred a number of times in the past year. The extra machine would also be utilized on the outdoor rinks.

Source of Funds:

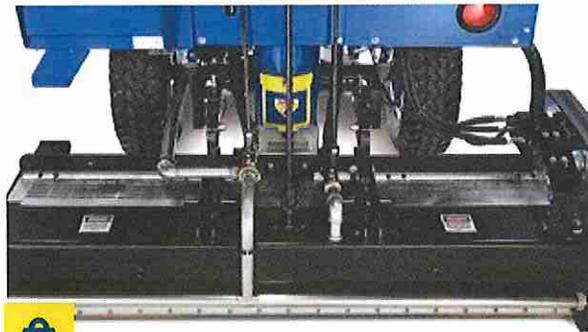
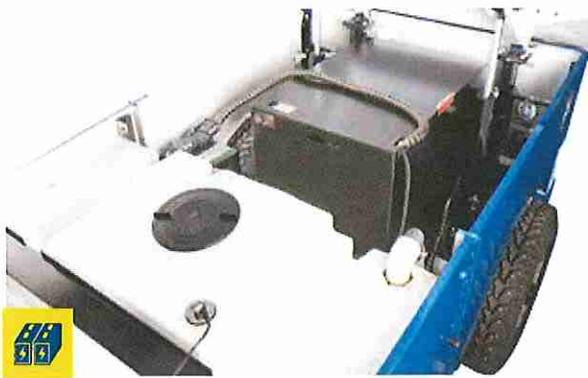
Central Garage Fund



RESURFACE, RECHARGE, REPEAT...

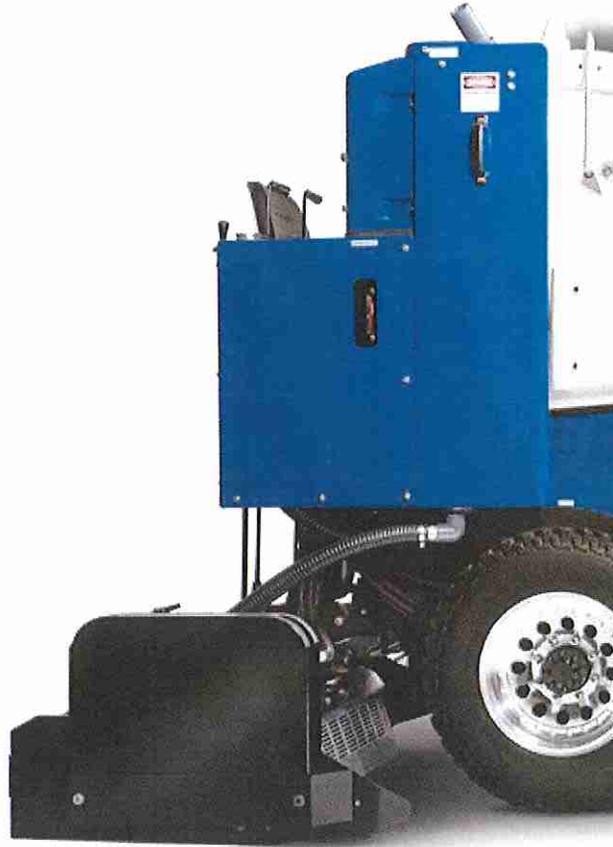
Zero battery maintenance and lithium-ion power combine for the ultimate upgrade to the world's most popular electric ice resurfacer.





-  No more battery maintenance and no need for lengthy overnight recharging sessions
-  Vertical auger enclosure reduces operator area sound levels
-  Exceptional results from our unrivaled down pressure system

**MODEL
552 AC
LITHIUM-ION**



This brochure has been prepared only as a general guide for the customer. Every effort has been made to assure that the information presented is correct. Some features described or shown may be optional at extra cost. Prices, colors, materials, specifications and models are subject to change. For current product information, please contact the Zamboni Company.

BATTERY AND CHARGER

Lithium-ion batteries charge quickly between resurfacings, eliminating overnight charging. Sealed zero maintenance batteries are truly emission-free. Charging is controlled by battery management system to optimize charging and balancing.

ELECTRONIC CONTROLS

On-dash multi-function display features a battery discharge indicator, hour meter and diagnostic information. Dependable Sevcon® Gen4 controls are proven in tough industrial applications.

DRIVETRAIN

Four-wheel drive with rugged Dana Spicer® axles and a 24 hp traction motor, providing the most reliable drivetrain in the industry.

HYDRAULICS

11 hp AC pump motor provides optimum power and reduced energy consumption for smooth and consistent operation.

CONSTRUCTION

Robust hand-welded steel tubing chassis and rust-free poly water tanks for durability in the harsh environment it will call home.

GLOBAL SERVICE AND SUPPORT

Zamboni Customer Service and a network of Zamboni Authorized Distributors provide exceptional and accessible service and support worldwide.

ZAMBONI.
zamboni.com

ZAMBONI and the configuration of the Zamboni® ice resurfacing machine are registered trademarks of Frank J. Zamboni & Co., Inc.
© Zamboni 2019

ZAMBONI COMPANY USA, INC.

15714 Colorado Ave. Paramount, CA 90723 USA ☎ +1 562 633 0751 📠 +1 562 633 9365 zamboni.com

August 12, 2024

John Wilcox
Doug Woog Arena
141 6th St South
South St. Paul, MN 55075



PROPOSAL

“The principal product you have to sell is the ice itself.”

– Frank J. Zamboni

Maintaining an ice surface presents a multitude of challenges. Having efficient and reliable resurfacing equipment should not be one of them. Driven by our founder’s commitment to innovation, we put our product to the test in the harsh environment it will call home. Every feature is deliberately designed to make resurfacing easier and to ensure that the end result is an exceptional sheet of ice. Built by hand. One at a time. The result is an ice resurfacing machine legendary for its quality, durability and superior performance.

MODEL 552AC:

Clean ice. Clean air. Clear choice. Building upon the solid reputation of its predecessor, the Model 552AC features worry-free AC motors and controls, introducing new efficiencies and virtually eliminating associated maintenance. The battery package is easy to access and maintain. Proven and dependable controls built for tough industrial applications. Microprocessor controlled smart chargers deliver long battery life. The Model 552AC provides a low maintenance option for your high maintenance surface.

MODEL 552AC LITHIUM-ION (OPTIONAL):

Zero battery maintenance and lithium-ion power combine for the ultimate upgrade to the world’s most popular electric ice resurfacer. Lithium-ion batteries charge quickly between resurfacings, eliminating overnight charging. Sealed zero maintenance batteries are truly emission-free. Charging is controlled by battery management system to optimize charging and balancing. Strong conveyor performance at any speed. Our unrivaled down pressure system ensures that all you leave behind is perfect.

INNOVATION:

Our commitment to constant innovation is an investment in the end product. We apply decades of experience working with facility owners and operators into every decision we make. Automated processes provide a consistent end result and reduce the chance for operator error. Opportunities to retrieve and display data from the machine provide a new tool in rink management. The incremental and continued introduction of new and better technologies to our ice resurfacing machines facilitates savings of time and valuable resources.

ZAMBONI®

QUALITY:

Zamboni sets the standard of quality to which the industry is held. The Zamboni Company holds itself to an even higher standard with ongoing assessment and meticulous quality control, resulting in products which consistently produce the finest sheet of ice even after many years of use. Our rugged four-wheel drive chassis is hand-built using strong all-welded steel tubing. Premium materials and components are used throughout. We continually collaborate with our customers to ensure the products that will ultimately end up in their facility exceed the high expectations of quality associated with our brand.

VALUE:

Zamboni has a well-deserved reputation as the Industry Leader. One which we don't take for granted. Our products have the lowest cost of operation and maintain the highest residual value. A network of Zamboni Authorized Distributors and our own Customer Service teams provide local service and support for our products. In the world of ice, time is money and unreliable equipment can be a show-stopper. Yet another reason that worldwide, more facility operators choose Zamboni for their ice resurfacing needs. Nothing else is even close.

MACHINE SPECIFICATIONS:

Machine specifications are also available online. Please copy the web links below into your browser.
https://zamboni.com/wp-content/uploads/specs/552AC_specs.pdf
https://zamboni.com/wp-content/uploads/specs/552AC_Lithium-ion_specs.pdf

MANUFACTURER'S STATEMENT:

This machine is proudly designed and manufactured in Paramount, California by Zamboni Company USA, Inc., a United States company.

WARRANTY:

Twenty-Four (24) months or 2,000 hours, whichever comes first, parts replacement only.

SAFETY STANDARDS:

This machine is engineered to meet or exceed OSHA and ANSI safety labeling requirements. In addition to digital safety information, operating instructions and service manuals being provided with the delivery of the machine, all owners/operators have access to all of these materials online at www.zamboni.com to view and download at any time.

FOR ADDITIONAL INFORMATION:

zamboni.com/machines/model-552ac
zamboni.com/machines/model-552ac-lithium-ion

zamboni.com/options

Zamboni 552AC \$ **136,000.00**

STANDARD EQUIPMENT INCLUDES:

510 AH Lead Acid Battery with Charger, Aluminum Wheels, Guide Wheel, Black Powder Coated Conditioner, Parking Brake, Conditioner Poly Side Plate, Spare Tire & Wheel Assembly, (2) 77" Blades

ADDITIONAL EQUIPMENT:

| | | |
|--|----|-----------|
| Lithium Ion Battery and Charger (In Lieu of Lead Acid) | \$ | 13,750.00 |
| Back Up Alarm | \$ | 790.00 |
| Board Brush | \$ | 6,495.00 |
| Power Brush Fill | \$ | 420.00 |
| Wash Water System w/ Poly Tank | \$ | 5,450.00 |
| Water Gun for Batteries (LA Battery Only) | \$ | 455.00 |
| Electronic Water Level Sight Gauge | \$ | 565.00 |
| Snow Tank Light | \$ | 475.00 |
| Advanced Water System | \$ | 5,850.00 |
| Tire Wash System | \$ | 1,585.00 |
| Auto Snow Breaker | \$ | 1,985.00 |
| Stainless Steel Water Distribution Pipe | \$ | 455.00 |
| Viscous Coupling Drive Shaft | \$ | 1,925.00 |
| Single Point Watering System for Batteries (LA Battery Only) | \$ | 1,800.00 |
| Integrated Auger Wash Out System | \$ | 1,395.00 |
| Zamboni Connect (Includes 2-year subscription) | \$ | 2,495.00 |
| Conti Blade Changer | \$ | 2,900.00 |
| Level Ice (installation & training additional) | \$ | 21,500.00 |
| Fast Ice | \$ | 18,995.00 |

GALVANIZED CONDITIONER \$ **1,400**
HEATED SEAT

F.O.B:

Paramount, California USA

169,720 + GST

TERMS:

\$25,000.00 deposit with order, balance Net 30 days from date of shipment. Shipment 500 days or sooner from receipt of order. Pricing firm for 30 days. Pricing does not include any applicable sales tax.

THANK YOU:

Logan Wescott

August 12, 2024

Logan Wescott,
Regional Sales Manager

Date

Zamboni Company USA, Inc.
15714 Colorado Ave. Paramount, California 90723 USA
Phone: +1 323 301 5843 Fax: +1 562 633 9365



AGENDA ITEM: Approve Conditional Job Offer for Engineering Support Specialist

ACTION TO BE CONSIDERED:

Approve conditional job offer to Megan Canny for the part-time position of Engineering Support Specialist for the City of South St. Paul.

OVERVIEW:

As a part of the 2024 budget, City Council approved a part-time position of Engineering Support Specialist for the Engineering Department.

In June the position was posted internally and, then on the City's and League of Minnesota Cities websites. An interview panel consisting of City Engineer Guilliams, Asst. City Engineer Gelhar, and HR Specialist Haima interviewed candidates on July 23rd. Following the interview process the panel reached consensus to make a conditional job offer to an applicant, who ultimately declined the position. Feeling there was a need to interview additional candidates, the position was reposted, and additional applicants were interviewed during the first week of September 2024. Following this round of interviews, the panel reached consensus to make a conditional offer to Megan Canny.

The position of Engineering Support Specialist involves administrative support, customer service, data entry, and backup support for the community development and building permitting departments. Megan Canny has worked in prior positions providing administrative job duties, along with extensive customer service duties. *A redacted copy of her application is attached.*

PROPOSED TERMS OF EMPLOYMENT:

The Engineering Support Specialist position is a pre-existing job class within the AFSCME bargaining unit. Terms and conditions of employment are therefore subject to the collective bargaining agreement between the City and AFSCME. This position is part-time, 20 hours per week.

It is recommended that Ms. Canny start at Step 1 of the 2024 pay range, or \$26.44 hourly. She would be eligible for a step increase following six months of satisfactory performance and another half step following twelve months of satisfactory performance. Thereafter, steps would be awarded annually, conditioned on satisfactory performance, until the top step is reached.

FINANCIAL CONSIDERATIONS:

The Engineering department budget provides sufficient resources for the employment terms described above.

EMPLOYMENT APPLICATION



CITY OF SOUTH ST. PAUL
 125 3rd Ave N
 South St. Paul, Minnesota 55075
 651-554-3203
<http://www.southstpaul.org>

Canny, Megan L
24-00020 ENGINEERING SUPPORT SPECIALIST

Received: 8/20/24 11:29 AM

For Official Use Only:

QUAL: _____

DNQ: _____

Experience

Training

Other: _____

PERSONAL INFORMATION

| | |
|---|--|
| POSITION TITLE: ENGINEERING SUPPORT SPECIALIST | EXAM ID#: 24-00020 |
| NAME: (Last, First, Middle) Canny, Megan L | SOCIAL SECURITY NUMBER: N/A |
| ADDRESS: (Street, City, State/Province, Zip/Postal Code) | EMAIL ADDRESS: |
| HOME PHONE: | NOTIFICATION PREFERENCE: Email |
| LEGAL RIGHT TO WORK IN THE UNITED STATES? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | |
| What is your highest level of education? Bachelor's Degree | |

PREFERENCES

| |
|---|
| WHAT TYPE OF JOB ARE YOU LOOKING FOR? Regular |
| TYPES OF WORK YOU WILL ACCEPT: Part Time |

EDUCATION

| | | |
|--|---|--|
| DATES: | SCHOOL NAME: Minnesota State University Mankato | |
| LOCATION: (City, State/Province) Mankato , Minnesota | DID YOU GRADUATE? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | DEGREE RECEIVED: Associate's |
| DATES: | SCHOOL NAME: Art Institute International MN | |
| LOCATION: (City, State/Province) Minneapolis , Minnesota | DID YOU GRADUATE? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | DEGREE RECEIVED: Bachelor's |
| MAJOR: Design Management | | |

WORK EXPERIENCE

| | | |
|---|--|---|
| DATES: From: 2/2024 To: 4/2024 | EMPLOYER: Alcohol and Gambling Enforcement | POSITION TITLE: Office Administration Intermediate |
| ADDRESS: (Street, City, State/Province, Zip/Postal Code) 445 Minnesota Street, Saint Paul, Minnesota, 55101 | COMPANY URL: https://dps.mn.gov/divisions/age/Pages/default.aspx | |
| PHONE NUMBER: | SUPERVISOR: Kellie Murray - Administration Supervisor | MAY WE CONTACT THIS EMPLOYER? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| # OF EMPLOYEES SUPERVISED: 0 | | |
| DUTIES: Create and maintain files and documents, developing organizational systems, creating, and maintaining databases. Professional communications with citizens, licensees, and attorneys, communicating with variety of clientele, Review and processing of licensing forms and training materials and data requests. Review of initial and renewal applications to ensure adherence to statutory requirements. Maintenance of the agency website. Conducts research, develops reports and assists in facilitating Board meetings. Tracking/maintain/paying of invoices. Handle deposits, purchases, and expense reports. | | |
| REASON FOR LEAVING: Position was no longer a good fit. | | |
| DATES: From: 2/2021 To: 2/2024 | EMPLOYER: State of MN Board of Private Detectives and Protective Agent Services | POSITION TITLE: Office Administrative Specialist Intermediate |
| ADDRESS: (Street, City, State/Province, Zip/Postal Code) 1430 Maryland Ave East, St. Paul, Minnesota, 55106 | | |

| | | | |
|---|--|---|---|
| SUPERVISOR: Kate White - Executive Director | | MAY WE CONTACT THIS EMPLOYER? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | |
| DUTIES: Create and maintain files and documents, developing organizational systems, creating, and maintaining databases. Professional communications with citizens, licensees, and attorneys, communicating with variety of clientele, review and processing of licensing forms and training materials and data requests. Review of initial and renewal applications to ensure adherence to statutory requirements. Maintenance of the agency website. Conducts research, develops reports and assists in facilitating Board meetings. Tracking/maintain/paying of invoices. Handle deposits, purchases, and expense reports | | | |
| REASON FOR LEAVING: Left for another position. | | | |
| DATES: From: 2/2020 To: 8/2020 | | EMPLOYER: Mytech Partners | POSITION TITLE: Executive Assistant |
| ADDRESS: (Street, City, State/Province, Zip/Postal Code) 300 2nd st NW, New Brighton, Minnesota, 55112 | | COMPANY URL: www.mytech.com | |
| PHONE NUMBER: | | SUPERVISOR: Jason Rood - MN General Manager | MAY WE CONTACT THIS EMPLOYER? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| DUTIES: Served as face of the company by greeting and checking-in office guests and vendors. Answered phones and transferred calls to the appropriate party. Managed and monitored the General Manager's schedule and email. Prioritized requests and coordinated and facilitated meetings. This required a high level of confidentiality and trust. Selected and managed vendors for office supplies, catering and facility maintenance. Kept an accurate log of expenses to ensure the budget was followed. Successfully organized office supplies and non-technical resources to improve work flow and reduce over ordering. | | | |
| REASON FOR LEAVING: Change to business needs due to COVID-19 | | | |
| DATES: From: 1/2019 To: 1/2020 | | EMPLOYER: CW Technology | POSITION TITLE: Client Communications |
| ADDRESS: (Street, City, State/Province, Zip/Postal Code) Plymouth, Minnesota, 55441 | | COMPANY URL: www.cwtechnology.com | |
| PHONE NUMBER: | | SUPERVISOR: Joey Glisczynski | MAY WE CONTACT THIS EMPLOYER? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| DUTIES: Served as the client's main point of contact. Prepared and verified that all client reports and network documentation were accurate. Collaborated with other team members and departments to review and revise processes to improve documentation and ensure quality customer service. - Required BCS/CJIS Training | | | |
| REASON FOR LEAVING: Left for another opportunity | | | |
| DATES: From: 7/2014 To: 1/2019 | | EMPLOYER: ABM | POSITION TITLE: Auditor |
| ADDRESS: (Street, City, State/Province, Zip/Postal Code) MSP International Airport, St Paul, Minnesota | | | |
| MAY WE CONTACT THIS EMPLOYER? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | | | |
| DUTIES: Received five MSP Nice Awards-awarded based on positive customer submissions Created daily sales reports, identified inaccuracies and provided meticulous documentation Determined areas of improvement and communicated with associates to increase consistency and quality of work Facilitated meeting to air in clear communication with our client- The Metropolitan Airport Council. | | | |
| REASON FOR LEAVING: Left for another opportunity. | | | |
| DATES: From: 8/2009 To: 1/2019 | | EMPLOYER: Party Papers and Costumes | POSITION TITLE: Assistant Manager/ Buyer |
| ADDRESS: (Street, City, State/Province, Zip/Postal Code) Anoka, Minnesota | | | |
| SUPERVISOR: Mary Vander Laan - Owner | | MAY WE CONTACT THIS EMPLOYER? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | |
| # OF EMPLOYEES SUPERVISED: 6 | | | |
| DUTIES: Bought new merchandise and placed reorders with consideration to budget requirements. Received, reviewed and set prices on incoming stock, resolved any discrepancies with the vendor. Managed daily store operations including sales/customer service, preparing cash for deposit, daily sales records and closing security procedures. Trained new sales associates, managed up to 9 sales associates at a time. Attended trade shows, managed trend forecasting and designed window and floor displays. | | | |
| REASON FOR LEAVING: Owner retired and closed the business. | | | |

CERTIFICATES AND LICENSES

Nothing Entered For This Section

Skills

Nothing Entered For This Section

ADDITIONAL INFORMATION

Nothing Entered For This Section

REFERENCES

| | | |
|--|---------------------------------|--|
| REFERENCE TYPE: Professional | NAME: Kobie Hudson | POSITION: Staff Atty. at BCA |
| ADDRESS: (Street, City, State/Province, Zip/Postal Code) | | |
| EMAIL ADDRESS: | | PHONE NUMBER: |
| REFERENCE TYPE: Professional | NAME: Kellie Murray | POSITION: Administrative Supervisor at AGED MN DPS |
| ADDRESS: (Street, City, State/Province, Zip/Postal Code) 445 Minnesota Street, Suite 1600, St. Paul, Minnesota 55101 | | |
| EMAIL ADDRESS: | | PHONE NUMBER: |
| REFERENCE TYPE: Professional | NAME: Mary Vanderlann | POSITION: Ower Party Papers and Costumes |
| ADDRESS: (Street, City, State/Province, Zip/Postal Code) | | |
| EMAIL ADDRESS: | | PHONE NUMBER: |

Job Specific Supplemental Questions

1. This position is part-time (20-hours per week). Are you looking for part-time employment?

Yes

2. Why is a part-time job the right fit for you?

Number of hours fits my needs.

The following terms were accepted by the applicant upon submitting the online application:

By clicking the Accept & Submit button, I hereby certify that all information I have provided in this application is true and complete to the best of my knowledge. Any misrepresentation or omission of any fact in my application, resume or any other materials, or during interviews, can be justification for refusal of employment, or if employed, will be grounds for dismissal, regardless of length of employment or when the misrepresentation or omission is discovered.

I acknowledge that I have received a copy of the job description summary for the position for which I am applying. With my digital signature, I am providing the City of South St. Paul authorization to verify all information I provided within this application packet, including contacting current or previous employers. However, I understand that if, in the Employment Experience section I have answered "No" to the question "May we contact this employer?" contact with my current employer will not be made without my specific authorization.

I further understand that criminal history checks will be conducted and all employment offers are conditioned upon passing a criminal background check. Convictions are not an automatic bar to employment, each case is considered on its individual merits and the type of work sought. However, making false statements or withholding information may cause you to be rejected for or terminated from employment.

I also understand I may be required to submit to and pass a physical examination and/or drug screening by a City designated doctor. I also agree that in the event I am employed by the City, I will submit to further physical or drug screens when requested by the City.

I understand it is my responsibility to notify the City of South St. Paul in writing of any changes to information reported in this application for employment.

This application was submitted by Megan L Canny on 8/20/24 11:29 AM

Signature _____

Date _____

To whom it may concern,

I was sent your posting for an Engineering Support Position by my career coach. We both agree that my past employment experience makes me a great candidate for this opportunity.

For the past few years, I worked for the State of Minnesota as an Administrator the Board of Private Detectives and Protective Agent Services. My main responsibilities were to schedule, prepare documents and facilitate Board and Licensing Committee meetings and ensure that all meeting times and documents were posting in accordance with Open Meeting Law, on our website and via email. After these meetings I was responsible for notifying any license applicants of the results of the meetings (approved, contingent, lapsed etc.), transcribing the meeting minutes and public posting of the approved minutes on our website.

Another focus of that position was handing license renewal applications. This included reviewing the submitted materials to ensure they were complete and communicating with the applicant when something was missing. I also reviewed all training logs submitted to make sure they were in compliance with MN Statutes and Rules. In keeping with good customer service these tasks required me to not only be familiar with the MN Statutes and Rules but also be able to explain them to someone not familiar with legal writing and terminology.

I was also the person within our office responsible for all record keeping and general administrative tasks. I was the main point of contact for the public; answering questions about the application process, Statutes and complaints. I reviewed our paper records to purge anything we were not required to keep by law, and began the process to digitize all records within our document retention schedule. I recorded all moneys received and prepared them for deposit. I obtained signatures needed for various expense reports, submitted invoices to be paid and updated tracking spreadsheets for budgets.

Other tasks I was assigned by our Director included such items as, researching other state's Statue, assist in writing legislation, participate in meetings and attend House committee sessions.

I believe my experience makes me a uniquely qualified candidate, ready to learn more about regulation and Government service. I hope to hear from you soon and discuss this opportunity and what I can bring to your organization.

Thank you,

Megan Hamilton Canny



AGENDA ITEM: Electing Not to Waive Statutory Tort Limits for Liability – Resolution 2024 - 114

ACTION TO BE CONSIDERED:

Motion to approve Resolution 2024-114, election not to waive statutory tort limits for liability insurance through the League of Minnesota Cities Insurance Trust.

OVERVIEW:

The statutory municipal tort cap is limited to a maximum of \$500,000 per claimant and \$1.5 million per occurrence. These limits apply whether the claim is against the city, against the individual officer or employee, or against both. The League of Minnesota Cities Insurance Trust (LMCIT) liability coverage provides a standard limit of \$2 million per occurrence. At the city's coverage renewal each year, it must decide whether to waive or not waive the statutory limits. According to LMCCIT, there is no right or wrong answer, and it is a discretionary decision each governing body must make.

Cities that waive the statutory limits are waiving the protection of the statutory limits, up to the amount of coverage the city has. A claimant could recover up to the LMCIT standard limit of \$2 million, rather than the statutory limit of \$500,000 per claimant. Because the waiver increases the exposure, the premium is a bit higher for coverage under the waiver option. In addition, the City could purchase excess liability coverage to be insured at amount even higher than the \$2 million provided by LMCIT.

For cities who choose not to waive the statutory limits, the city's liability is limited by the statute to no more than \$500,000 per claimant and \$1.5 million per occurrence. LMCIT's higher coverage limits would only come into play on those types of claims that are not covered by the statutory limit.

- Claims under federal civil rights laws, including Section 1983, the Americans with Disabilities Act.
- Claims for tort liability the member has assumed by contract, which occurs when a member agrees in contract to defend and indemnify a private party.
- Claims for actions in another state, which may occur in border cities that have mutual aid agreements with adjoining states or when a member official attends a national conference.
- Claims based on liquor sales, which mostly affects cities with municipal liquor stores, but it could also relate to beer sales at a fire relief association fundraiser, for example.

- Claims based on a “taking” theory, which are suits challenging land use regulations frequently include an “inverse condemnation” claim, alleging the regulation amounts to a “taking” of the property.

The City Council must review and make an election of one of two options: (1) Abide by the statutory tort limits and not waive them, or (2) Waive the limits. South St. Paul has historically chosen Option #1 (abide by the statutory tort limits). The attached resolution confirms the City's practice of abiding by (not waiving) statutory tort liability limits for the 2022 calendar year.

SOURCE OF FUNDS:

The City's various funds and programs budget for the liability insurance premiums from LMCIT associated with that fund's estimated exposure.

City of South St. Paul
Dakota County, Minnesota

RESOLUTION NO. 2024-114

**RESOLUTION ELECTING TO NOT WAIVE STATUTORY TORT LIMITS FOR
LIABILITY INSURANCE**

WHEREAS, pursuant to previous action taken, the League of Minnesota Cities Insurance Trust has requested the City to make an election with regards to waiving or not waiving the tort liability limits established by Minnesota Statutes 466.04; and

WHEREAS, the choices available are to not waive the statutory limit, to waive the limit but to keep insurance coverage at the statutory limit, or to waive the limit and to add additional insurance coverage.

NOW, THEREFORE, BE IT RESOLVED by the City Council of South St. Paul, Minnesota does hereby elect not to waive the statutory tort liability limit established by Minnesota Statutes 466.04 and that such election is effective the coverage period of January 1, 2025 through December 31, 2025 or unless amended by further resolution.

Adopted this ____ day of _____ 2024.

Deanna Werner
City Clerk



LIABILITY COVERAGE WAIVER FORM

Members who obtain liability coverage through the League of Minnesota Cities Insurance Trust (LMCIT) must complete and return this form to LMCIT before their effective date of coverage. Email completed form to your city's underwriter, to pstech@lmc.org, or fax to 651.281.1298.

Members who obtain liability coverage from LMCIT must decide whether to waive the statutory tort liability limits to the extent of the coverage purchased. The decision to waive or not waive the statutory tort limits must be made annually by the member's governing body, in consultation with its attorney if necessary. The decision has the following effects:

- If the member does not waive the statutory tort limits, an individual claimant could recover no more than \$500,000 on any claim to which the statutory tort limits apply. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would be limited to \$1,500,000. These statutory tort limits would apply regardless of whether the member purchases the optional LMCIT excess liability coverage.
If the member waives the statutory tort limits and does not purchase excess liability coverage, a single claimant could recover up to \$2,000,000 for a single occurrence (under the waive option, the tort cap liability limits are only waived to the extent of the member's liability coverage limits, and the LMCIT per occurrence limit is \$2,000,000). The total all claimants could recover for a single occurrence to which the statutory tort limits apply would also be limited to \$2,000,000, regardless of the number of claimants.
If the member waives the statutory tort limits and purchases excess liability coverage, a single claimant could potentially recover an amount up to the limit of the coverage purchased. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would also be limited to the amount of coverage purchased, regardless of the number of claimants.

Claims to which the statutory municipal tort limits do not apply are not affected by this decision.

LMCIT Member Name: City of South St. Paul

Check one:

[X] The member DOES NOT WAIVE the monetary limits on municipal tort liability established by Minn. Stat. § 466.04.

[] The member WAIVES the monetary limits on municipal tort liability established by Minn. Stat. § 466.04, to the extent of the limits of the liability coverage obtained from LMCIT.

Date of member's governing body meeting: September 18, 2023

Signature: _____

Position: Mayor



AGENDA ITEM: 2025 Property Tax Levies & Budget Considerations

ACTION TO BE CONSIDERED:

1. Presentation and Discussion - Preliminary 2025 Tax Supported City Funds, Budget, and Recommended Levies
2. Adopt Resolution 2024-107 Certifying Preliminary 2025 Property Tax Levies to Dakota County and setting a Date for a Public Hearing on the Proposed 2025 Budget and Proposed 2025 Property Tax Levies
3. Adopt Resolution 2024-108 Certifying the Preliminary 2025 EDA Levy
4. Adopt Resolution 2024-109 City Consent of the 2025 HRA Levy
5. Adopt Resolution 2024-110 Cancelling Debt Service Levy on 2017A Bond

BACKGROUND INFORMATION

The City Council must certify a preliminary 2025 Property Tax Levy to Dakota County by September 30th. As you know, the final levy for the 2025 budget we set in December can be reduced from this preliminary levy, but it cannot be increased. For 2025, the funds included in the proposed levy are:

- General Fund
- Doug Woog Arena
- Debt Service
- Infrastructure Fund

Beyond the Infrastructure Fund, no property tax levy is being sought in 2025 for Capital Programs. In the Capital Programs fund, we are proposing no increase in Local Government Aid (LGA) for 2025. The total allocation of LGA for capital programs will be \$1,268,129 or 33.7% of our total LGA allotment (down from 33.8% in 2024).

Some other factors relating to the 2025 levy include the following:

- Our preliminary local tax capacity for pay 2025 (as calculated by Dakota County) has increased by 11.28% (\$2,443,439); All of this increase is due to the decertification of the Concord Street Tax Increment Financing District.
- The estimated market value (EMV) of an average valued SSP home has increased from \$284,976 for pay 2024 to \$285,369 for pay 2025. This represents a 0.14% valuation increase. The taxable market value of an average SSP home has decreased from \$270,690 for pay 2024 to \$262,154 for pay 2025. This represents a 3.15% valuation decrease. This decrease is due to a change in the Homestead Market Value Exclusion which increased the exclusion amount for properties with estimated market values between \$76,000 and \$517,000.
- The 2025 preliminary levy increase is \$1,434,762 and results in a percentage increase of 9.06%.

- Our Fiscal Disparities distribution will be increasing by 7.18% or \$212,727.
- Our Proposed Tax Capacity Rate, with a 9.06% levy increase, is projected to decrease from 59.453% to 58.496% (or a 0.957% decrease). This is due to the decertification of the Concord Street Tax Increment Financing District.

We must also certify the proposed 2025 Housing and Redevelopment Authority (HRA) and Economic Development Authority (EDA) levies by September 30th. The HRA levy is proposed at \$442,631 based on a taxable market value rate of 0.0185% and represents a 5.23% increase over 2024. This increase is driven by the growth in the City's tax base. The EDA levy is recommended at \$433,778 and also represents a 5.23% increase.

Dakota County will use the levy information from all taxing jurisdictions to prepare a 2025 property tax impact notice for each individual property owner pursuant to Minnesota's "Truth-In-Taxation" requirements. These notices are to be distributed between November 10th and November 25th. As part of the truth-in-taxation process, the City needs to hold a Public Hearing. Staff recommends it be held on Monday, December 2, 2024 with a continuation hearing scheduled for Monday, December 16, 2024 if required. These hearings provide a final opportunity for public input and Council modification of the 2025 tax supported fund budgets and proposed tax levies before certification to the County for collection.

During the period between tonight's preliminary certification and the final budget adoption, the City Council will:

1. Review and refine the preliminary 2025 property tax supported fund budgets and levies.
2. Review and refine all non-levy supported funds and budgets, including the 2025 fee schedule.
3. Continue reviewing the City's multi-year Capital Improvement Plan/Program (CIP) for adoption in December, with special emphasis on the 2025 capital projects.

2025 Levy Details

The proposed 2025 levy allocates property taxes to four funds: the General Fund, the Doug Woog Arena Fund, the Infrastructure Fund, and various Debt Service Funds. Here is a comparison of the proposed 2025 levy versus 2024 by fund:

| | 2024 | 2025 | \$ | % |
|----------------------------|----------------------|----------------------|---------------------|----------------|
| | Levy | Preliminary | Change | Change |
| General Fund | \$ 13,320,065 | \$ 13,754,743 | \$ 434,678 | 3.26% |
| Woog Arena | 323,000 | 323,000 | 0 | 0.00% |
| Infrastructure Fund | 725,000 | 1,725,000 | 1,000,000 | 137.93% |
| Debt Service | 1,475,444 | 1,475,528 | 84 | 0.01% |
| Total | \$ 15,843,509 | \$ 17,278,271 | \$ 1,434,762 | 9.06% |

ACTION ITEMS:

Staff recommends we **adopt Resolution 2024-107 certifying the preliminary 2025 property tax levy in the amount of \$17,278,271 (9.06%) and calling for the 2025 Budget hearing to be held on December 2, 2024.** This recommendation is made with the understanding that we will continue to evaluate options for possible reduction of the levy prior to adoption of the 2025 budget in December 2024.

Adopt Resolution 2024-108 certifying the Preliminary 2025 EDA levy.

Adopt Resolution 2024-109 consenting to the 2025 HRA levy.

Adopt Resolution 2024-110 cancelling the levy for the GO Airport Improvement Bonds Series 2017A in the amount of \$126,452. With the sale of the building at 380 Airport Road in January 2022, sufficient funds are on hand to negate the need for this levy.

City of South St. Paul
Dakota County, Minnesota

Resolution No. 2024-107

**Resolution Certifying the Preliminary 2025 Property Tax Levy to Dakota County and
Setting a Date for a Public Hearing on the 2025 Tax Supported Budgets and Property Tax
Levy**

WHEREAS, Minnesota law requires cities to certify proposed property tax levies to the County Auditor on or before September 30, 2024; and

WHEREAS, the City Council has thoroughly reviewed the proposed 2025 tax levies and related 2025 preliminary Budget for the property tax-supported funds; and

WHEREAS, Minnesota law requires cities to hold a Public hearing after 6:00 pm between November 25th and December 28th, for the purpose of gathering additional public input before adopting the final 2025 property tax levies and related 2025 Budgets for the property tax supported funds.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of South St. Paul, Minnesota as follows:

1. That the proposed preliminary tax levy of \$17,278,271 payable in 2025 be approved for certification to the County Auditor;
2. That the proposed Fiscal Year 2025 Budget (summary attached) relating to the General, Doug Woog Arena, Debt Service, and Capital Program Funds with Total Revenues of \$27,799,701 and Expenditures of \$26,224,878 is supported by the preliminary levy;
3. That a public hearing on the 2025 budget be held on December 2, 2024 with a continuation hearing scheduled for December 16, 2024, if necessary.

Adopted this 16th day of September, 2024.

City Clerk

**SPENDING AND TAXES
ALL TAX LEVY SUPPORTED FUNDS**

| | Revised Budget 2023 | Revised Budget 2024 | Preliminary Budget 2025 | 24 TO 25 CHANGE | |
|--------------------------------|---------------------------|---------------------------|-------------------------------|--------------------|--------------|
| | | | | \$ | % |
| <u>TAXES</u> | | | | | |
| General Fund | \$12,691,168 | \$13,320,065 | \$13,754,743 | \$434,678 | |
| Library | 821,312 | 0 | 0 | 0 | |
| Doug Woog Arena | 323,000 | 323,000 | 323,000 | 0 | |
| Capital/Infrastructure Program | 350,000 | 725,000 | 1,725,000 | 1,000,000 | |
| Debt Service | 1,472,290 | 1,475,444 | 1,475,528 | 84 | |
| TOTAL | \$15,657,770 | \$15,843,509 | \$17,278,271 | \$1,434,762 | 9.06% |
| <u>SPENDING</u> | | | | | |
| General Fund | \$19,107,848 | \$21,225,186 | \$22,041,544 | \$816,358 | 3.85% |
| Library | 828,312 | 0 | 0 | 0 | 0.00% |
| Doug Woog Arena | 1,062,077 | 1,521,421 | 1,439,677 | (81,744) | -5.37% |
| Capital/Infrastructure Program | 1,268,129 | 1,268,129 | 1,268,129 | 0 | 0.00% |
| Debt Service | 1,472,290 | 1,475,444 | 1,475,528 | 84 | 0.01% |
| TOTAL | \$23,738,656 | \$25,490,180 | \$26,224,878 | \$734,698 | 2.88% |

Increased Taxes for:

Operations

2.75%

Infrastructure Replacement

6.31%

Debt Service

0.00%

9.06%

| GENERAL FUND SUMMARY OF REVENUE | | | | | | | | |
|-------------------------------------|----------------|----------------|------------|------------|------------|-------------|-------------------------------------|--------|
| Description | 2022 Actual | 2023 Actual | 2024 | | 2025 | | Revised 2024 vs Preliminary 2025 | |
| | | | Original | Revised | Requested | Preliminary | \$ | % |
| PROPERTY TAXES | | | | | | | | |
| Property Taxes | 11,664,311 | 12,687,172 | 13,320,065 | 13,320,065 | 13,754,743 | 13,754,743 | 434,678 | 3.26% |
| OTHER TAXES | | | | | | | | |
| Tax Rate generated off TIF parcels | 584,329 | 245,230 | - | - | - | - | - | 0.00% |
| FEES AND FINES | | | | | | | | |
| Franchise Fees | 1,650,588 | 1,546,225 | 1,550,000 | 1,550,000 | 1,525,000 | 1,525,000 | (25,000) | -1.61% |
| Fines and Forfeits | 121,207 | 132,500 | 111,000 | 111,000 | 138,000 | 138,000 | 27,000 | 24.32% |
| License and Permits - Business | 132,936 | 130,101 | 113,755 | 113,755 | 132,445 | 132,445 | 18,690 | 16.43% |
| License and Permits - Non-business | 551,488 | 448,487 | 385,700 | 385,700 | 380,150 | 380,150 | (5,550) | -1.44% |
| TOTAL FEES AND FINES | 2,456,219 | 2,257,313 | 2,160,455 | 2,160,455 | 2,175,595 | 2,175,595 | 15,140 | 0.70% |
| INTERGOVERNMENTAL REVENUE | | | | | | | | |
| Federal Grants and Aids | - | - | 166,500 | 166,500 | 175,000 | 175,000 | 8,500 | 5.11% |
| State Grants and Aid (includes LGA) | 2,196,210 | 2,338,396 | 3,057,296 | 3,057,296 | 3,199,917 | 3,199,917 | 142,621 | 4.66% |
| County Grants and Payments | 81,539 | 85,265 | 79,500 | 79,500 | 79,500 | 79,500 | - | 0.00% |
| Local Grants and Payments | 150,099 | 219,796 | 135,554 | 135,554 | 140,965 | 140,965 | 5,411 | 3.99% |
| TOTAL INTERGOVERNMENTAL | 2,427,848 | 2,643,457 | 3,438,850 | 3,438,850 | 3,595,382 | 3,595,382 | 156,532 | 4.55% |

| GENERAL FUND SUMMARY OF REVENUE | | | | | | | | |
|------------------------------------|----------------|----------------|-----------|-----------|-----------|-------------|-------------------------------------|---------|
| Description | 2022 Actual | 2023 Actual | 2024 | | 2025 | | Revised 2024 vs Preliminary 2025 | |
| | | | Original | Revised | Requested | Preliminary | \$ | % |
| CHARGES FOR SERVICES | | | | | | | | |
| Administration Charge | 729,805 | 827,302 | 887,589 | 887,589 | 1,082,253 | 1,082,253 | 194,664 | 21.93% |
| Internal Service Charge | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 | - | 0.00% |
| PILOT (Payment in Lieu of tax) | 50,679 | 49,013 | 50,000 | 50,000 | 49,000 | 49,000 | (1,000) | -2.00% |
| Engineering Project Fees | - | - | 350,000 | 350,000 | 400,000 | 400,000 | 50,000 | 14.29% |
| Parks and Recreation | 149,259 | 179,425 | 167,100 | 167,100 | 168,800 | 168,800 | 1,700 | 1.02% |
| Rents | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | - | 0.00% |
| Planning & Code Enforcement | 139,729 | 99,077 | 89,500 | 89,500 | 64,500 | 64,500 | (25,000) | -27.93% |
| Public Safety | 1,788 | 2,475 | 1,600 | 1,600 | 1,100 | 1,100 | (500) | -31.25% |
| Public Works - Streets | 4,452 | 2,882 | 4,000 | 4,000 | 3,000 | 3,000 | (1,000) | -25.00% |
| Antenna and Other Charges | 217,321 | 182,847 | 195,000 | 195,000 | 160,000 | 160,000 | (35,000) | -17.95% |
| Barge Terminal & Mooring Fees | 174,613 | 178,106 | 181,667 | 181,667 | 185,300 | 185,300 | 3,633 | 2.00% |
| Other | 99,040 | 71,634 | 37,360 | 37,360 | 39,050 | 39,050 | 1,690 | 4.52% |
| TOTAL CHARGES FOR SERVICE | 1,626,686 | 1,652,761 | 2,023,816 | 2,023,816 | 2,213,003 | 2,213,003 | 189,187 | 9.35% |
| MISCELLANEOUS | | | | | | | | |
| Interest on Investments | 57,228 | 216,206 | 75,000 | 75,000 | 100,000 | 100,000 | 25,000 | 33.33% |
| Year-end adjust to Fair Value | (179,316) | 83,574 | - | - | - | - | - | 0.00% |
| Other Revenue | 40,657 | 24,546 | 17,000 | 17,000 | 12,821 | 12,821 | (4,179) | -24.58% |
| TOTAL MISCELLANEOUS | (81,431) | 324,326 | 92,000 | 92,000 | 112,821 | 112,821 | 20,821 | 22.63% |

City of South St. Paul
Dakota County, Minnesota

Resolution No. 2024-108

Resolution Approving a 2025 Budget and Certifying the Preliminary 2025 Property Tax Levy Adopted by the South St. Paul Economic Development Authority (EDA)

WHEREAS, Minnesota Statute 469.107, Subdivision 1 provides that a City may, at the request of its Economic Development Authority (EDA), levy a tax each year upon all taxable property within the taxing district for the benefit of the EDA; and

WHEREAS, Minn. Stat. 469.107, subd. 1 also limits this levy to no more than 0.01813 percent of the estimated market value of the taxing district; and

WHEREAS, on September 3, 2024 the EDA met to review, discuss and voted to approve and recommend a proposed 2025 Budget in the amount of \$433,778; and

WHEREAS, the EDA also approved a 2025 tax levy of \$433,778 to financially support the proposed 2025 Budget; and

WHEREAS, the EDA actions on September 3, 2024 were memorialized in the adoption of EDA Resolution 2024-16;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of South St. Paul that it approves and certifies a 2025 EDA special tax levy of \$433,778 and a 2025 EDA budget of \$433,778.

Adopted this 16th day of September, 2024.

City Clerk

City of South St. Paul
Dakota County, Minnesota

Resolution No. 2024-109

**Resolution Consenting to the Preliminary 2025 HRA Special Property Tax Levy Adopted
by the South St. Paul Economic Development Authority (EDA)**

WHEREAS, State Statute 469.033 subd. 6 provides that subject to the consent by the resolution of the governing body of the city in and for which it was created, an authority may levy a tax upon all taxable property within the city for housing and redevelopment purposes; and

WHEREAS, Minn. Stat. 469.033, subd. 6 also limits this levy to no more than 0.0185 percent of the estimated market value of the taxing district; and

WHEREAS, on September 3, 2024 the Economic Development Authority (EDA) met to review and discuss a proposed 2025 Budget in the amount of \$442,631 and a 2025 tax levy of \$442,631 for housing and redevelopment purposes; and

WHEREAS, the EDA Board of Commissioners approved the 2025 budget and tax levy on September 3, 2024 in the adoption of EDA Resolution 2024-17; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of South St. Paul that it approves and consents to certification of a 2025 tax levy in the amount of \$442,631 for housing and redevelopment purposes by the EDA.

Adopted this 16th day of September, 2024.

City Clerk

City of South St. Paul
Dakota County, Minnesota

Resolution No. 2024-110

Resolution to Cancel the Debt Service Levy for the GO Airport Bonds Series 2017A

WHEREAS, State Statute 475.61 subd. 3 provides that a taxing authority can reduce a debt levy if sufficient funds are on hand to repay the debt service on that bond series; and

WHEREAS, there exist sufficient funds on hand as of September 16, 2024 to ensure repayment of the principal and interest due in 2024 on the GO Airport Bonds Series 2017A.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of South St. Paul that it approves cancelling the debt service levy for 2025 on the GO Airport Bonds Series 2017A in the amount of \$126,452.

Adopted this 16th day of September, 2024.

City Clerk



City Council Agenda
Date: 9/16/2024
Department: City Clerk
Prepared by: Deanna Werner
Administrator: RG

10-B

Agenda Item:

2nd Reading – Ordinance 1427, Establishing a Domestic Partnership Registration program in the City of South St. Paul.

Action to be considered:

Adoption of Ordinance 1427, Establishing Chapter 20 of the City Code, Domestic Partnership Registration Program.

Overview:

Establishment of a Domestic Partnership Registrations will be a service which will allow a cohabitating but unmarried or otherwise unrelated couple to register as domestic partners for a nominal fee and receive a certificate that verifies their registration.

Registration of a Domestic Partnership serves purposes for the couple that may include eligibility for certain benefits or protections voluntarily provided by employers as well as to be recognized as a health care agent for their domestic partner.

At least 19 municipalities in the State have adopted ordinances related to Domestic Partnership Registration, including Eagan and Northfield in Dakota County, several other Twin Cities Suburbs, and communities such as Rochester and Duluth.

The program will be administered out of the City Clerk's Office a fee of \$25.00 per registration. The registration will be in force indefinitely or until such time that one of the parties to the registration terminates the registration. The program will be open to registrants who can provide the identification and proof of cohabitation residency but are not required to be residents of the City of South St. Paul.

If parties to the registration wish to amend their partnership registration by either changing their name or the address they are registered under, they will be required to submit the request on the city's Amendment Form and pay a \$25.00 Amendment Fee. Acceptable amendments would be a legal name change or change of address. An amendment cannot replace one domestic partner with another.

To terminate the a Domestic Partnership Registration, individuals must submit the city's Termination Form and pay a \$25.00 Termination Fee to the City Clerk's Office.

Funding Source:

N/A, this program will not have any significant costs to the city for administration of the program.

**City of South St. Paul
Dakota County, Minnesota
Ordinance No. 1427**

**AN ORDINANCE ESTABLISHING A DOMESTIC PARTNERSHIP REGISTRATION
PROGRAM**

The City Council of the City of South St. Paul does ordain:

SECTION 1. ENACTMENT. South St. Paul City Code Chapter 20 is hereby enacted as follows:

Chapter 20 DOMESTIC PARTNERSHIP REGISTRATION

ARTICLE I. IN GENERAL

Sec. 20-1. -Purpose.

The City of South St. Paul authorizes and establishes a voluntary program of registration of domestic partners. The domestic partnership registry is a means by which unmarried, committed couples who share a life and home together may document their relationship.

South St. Paul's domestic partnership ordinance is a City ordinance and does not create rights, privileges, or responsibilities that are available to married couples under State or federal law. The City of South St. Paul cannot and will not provide legal advice concerning domestic partnerships. Applicants and registrants may wish to consult with an attorney for such advice including, but not limited to: wills, medical matters, finances and powers of attorney, children and dependents, medical, health care and employment benefits.

Sec. 20-2. -Definitions.

The following words and phrases used in this Code of Ordinances have the meanings given in this Section.

- (a) Domestic partner. The term "domestic partner" means any two (2) adults who meet all of the following:
- (1) Are not related by blood closer than permitted under marriage laws of the State.
 - (2) Are not married under the laws of this State.
 - (3) Are competent to enter into a contract.
 - (4) Are jointly responsible to each other for the necessities of life.
 - (5) Are committed to one another to the same extent as married persons are to each other, except for the traditional marital status and solemnities.
 - (6) Do not have any other domestic partner(s).

(7) Are both at least 18 years of age.

(b) Domestic partnership. The term "domestic partnership" shall mean a significant relationship between domestic partners, which may be evidenced by:

(1) A valid registered domestic partnership with a governmental body pursuant to local, state or other law authorizing such registration, including a domestic partnership registration with the City of South St. Paul.

(2) Marriages that may be legally recognized as a contract of lawful marriage in another local, State or foreign jurisdiction, but for the operation of Minnesota law. The term "domestic partnership" shall be construed liberally to include unions, regardless of title, in which two individuals are committed to one another as married persons are traditionally committed, except for the traditional marital status and solemnities.

20-3. -Registration of Domestic Partnerships.

(a) Application. The City Clerk shall accept an application in a form provided by the City to register domestic partners who state in such application that they meet the definition of domestic partners.

(b) Application fee. The City Clerk shall charge an application fee for the registration of domestic partners and shall charge a fee for providing certified copies of registrations, amendments, or notices of termination. The fees required by this subsection shall be established from time to time by resolution of the City Council and set forth in the City's annual Fee Schedule.

(c) Certificate. The City Clerk shall provide each domestic partner with a registration certificate. The registration certificate shall not be issued prior to the third working day after the date of the application.

(d) Evidence. This application and certificate may be used as evidence of the existence of a domestic partner relationship.

(e) Records. The City Clerk shall keep a record of all registrations of domestic partnership, amendments to registrations and notices of termination. The records shall be maintained so that amendments and notices of termination are filed with the registration of domestic partnership to which they pertain.

(f) Data. The application and amendments thereto, the registration certificate, and termination notices shall constitute government data and will be subject to disclosure pursuant to the terms of the Minnesota Government Data Practices Act.

20-4. -Amendments.

The City Clerk may accept amendments for filing from persons who have domestic partnership registrations on file, except amendments that would replace one (1) of the registered partners with another individual.

20-5. -Termination of Domestic Partnership.

Domestic partnership registration terminates when the earliest of the following occurs:

- (a) One (1) of the partners dies; or
- (b) 45 days after one (1) partner:
 - (1) Sends the other partner written notice, on a form provided by the City, that he or she is terminating the partnership; and
 - (2) Files the notice of termination and an affidavit of service of the notice on the other partner with the City Clerk.

20-6. -Benefits.

- (a) This Section does not create any rights, privileges, or responsibilities for domestic partners other than those expressly provided in this Section.
- (b) City fees for services. If the City offers a family fee, family membership or family registration for any City-provided program or service, domestic partners are entitled to the same family fee, family membership or family registration.
- (c) Other code provisions. Domestic partners shall be entitled to rights or benefits as expressly provided by this code for registered domestic partners.

SECTION 2. SUMMARY PUBLICATION. Pursuant to Minnesota Statutes Section 412.191, in the case of a lengthy ordinance, a summary may be published. While a copy of the entire ordinance is available without cost at the office of the City Clerk, the following summary is approved by the City Council and shall be published in lieu of publishing the entire ordinance:

The ordinance establishes a program for registering domestic partnerships at the municipal level in South St. Paul.

SECTION 3. EFFECTIVE DATE. This ordinance shall become effective upon publication.

Approved: _____

Published: _____

Deanna Werner, City Clerk



Domestic Partnership Registration Application

Return to: City of South St. Paul,
City Clerk's Office
125 3rd Ave N,
South St. Paul, MN 55075

Application fee: \$25 - Please make checks payable to the City of South St. Paul

- This form must be signed in front of a Notary Public.
- Information on this form is public and will be provided to all requestors per the Minnesota Data Practices Act.

We hereby apply to register as Domestic Partners. We affirm the following:

1. We have read and understand the terms and conditions of Chapter 20-1 – 20-6, of the South St. Paul City Code.
2. We meet the definition of Domestic Partners found in South St. Paul City Code Chapter 20-2, which includes all the following:
 - We are not related by blood closer than permitted under marriage laws of the state of Minnesota.
 - We are not married.
 - We are competent to enter into a contract.
 - We are jointly committed to each other for the necessities of life.
 - We are committed to one another to the same extent as married persons are to each other, except for the traditional marital status and solemnities.
 - We do not have any other domestic partner(s).
 - We are both at least 18 years of age.
 - We are residing together.

Name of applicant #1: _____

Address: _____

Signature of applicant #1: _____

Notary

State of Minnesota

County of _____

Signed and sworn to before me on _____ by _____
Date (applicant #1 name)

Signature of notary official _____

Notary Stamp

My commission expires: _____

Name of applicant #2: _____

Address: _____

Signature of applicant #2: _____

Notary

State of Minnesota

County of _____

Signed and sworn to before me on _____ by _____
Date (applicant # 2 name)

Signature of notary official _____

Notary Stamp

My commission expires: _____



Domestic Partnership Amendment Application

Return to: City of South St. Paul,
City Clerk's Office
125 3rd Ave N,
South St. Paul, MN 55075

Amendment fee: \$25 - Please make checks payable to the City of South St. Paul

- This form must be signed in front of a Notary Public.
- Information on this form is public and will be provided to all requestors per the Minnesota Data Practices Act.

Per South St. Paul City Code Chapter 20-1 – 20-6, we here by request the following amendment to our Domestic Partnership Agreement (please describe amendment):

The city cannot accept amendments that would replace one domestic partner with another.

Name of applicant #1: _____

Address: _____

Signature of applicant #1: _____

Notary

State of Minnesota

County of _____

Signed and sworn to before me on _____ by _____
Date (applicant #1 name)

Signature of notary official _____

Notary Stamp

My commission expires: _____

Name of applicant #2: _____

Address: _____

Signature of applicant #2: _____

Notary

State of Minnesota

County of _____

Signed and sworn to before me on _____ by _____
Date (applicant # 2 name)

Signature of notary official _____

Notary Stamp

My commission expires: _____



Domestic Partnership Termination Notification

Termination fee: \$25 - Please make checks payable to the City of South St. Paul

- This form must be signed in front of a Notary Public.
- Information on this form is public and will be provided to all requestors per the Minnesota Data Practices Act.

Per South St. Paul City Code Chapter 20-1 – 20-6, I hereby notify the City of the termination of the Domestic Partnership Registration between myself and:

_____ *Print full name of the partner to be terminated from the registration*

Name of Partner Terminating the Registration: _____

Signature : _____ Date: _____

Notary

State of Minnesota

County of _____

Signed and sworn to before me on _____ by _____
Date (Terminating Partner)

Signature of notary official

Notary Stamp

My commission expires: _____

Return to: City of South St. Paul,
City Clerk's Office
125 3rd Ave N,
South St. Paul, MN 55075

Registrant #: 00015231

Issued Date: 08/01/2024



City of South St Paul

Domestic Partnership
Registration

NOT TRANSFERABLE
ONLY VALID WITH AUTHORIZED
SIGNATURE AND OFFICIAL CITY SEAL

Registrants:

Jane Doe
John Smith

1234 1st Ave S
South St. Paul MN 55075

SEAL

Deanna Werner
City Clerk

CUT HERE

City of South St Paul

Receipt for Registration: 00015231

Fees

| <u>License Description</u> | <u>Type</u> | <u>Units</u> | <u>Fee</u> |
|-----------------------------------|-------------|--------------|----------------|
| Domestic Partnership Registration | | | \$25.00 |
| Total: | | | \$25.00 |

Payments

| <u>Payment Date</u> | <u>Payment</u> | |
|---------------------|----------------|---------------|
| | \$0.00 | |
| Total: | | \$0.00 |

Balance Due

Balance Due: \$25.00

License Address: 1234 1st Ave S
South St. Paul MN 55075

Mail To:

Jane Doe & John Smith
1234 1st Ave N
South St. Paul MN 55075



City Council Agenda

Date: September 16, 2024
Department: Engineering
Prepared by: Nick Guilliams, City Engineer
Administrator: RG

10-C

AGENDA ITEM: PFAS Treatment Feasibility Study Proposal

ACTION TO BE CONSIDERED:

Motion to approve a proposal with AE2S to complete a Feasibility Study to treat PFAS in the City’s water system.

OVERVIEW:

On April 10th, 2024, the U.S. Environmental Protection Agency (EPA) made history by issuing the first-ever national drinking water standard to protect communities from per- and polyfluoroalkyl substances (PFAS). This regulatory action, prompted by extensive scientific research and stakeholder input, aims to reduce PFAS exposure and its associated health risks. All public water systems, including ours, have three years to complete initial monitoring for these chemicals. Where PFAS is found to exceed the new standards, systems will be required to implement solutions to reduce PFAS in their drinking water within five years (by 2029).

Before April 10th, the Minnesota Department of Health (MDH) only provided communities with guidance on PFAS levels and did not regulate PFAS levels in public water systems. Guidance is not an enforceable regulation. PFAS, like other emerging contaminants, are the subject of active research and study, which means that new information is frequently released. This is evidenced by the table below which shows how much the MDH guidance levels have changed over the years.

| MDH Guidance Values (ppt) - 2002 to 2023 | | | | | | |
|--|--------|------|-------|-------|------|------|
| Year | PFOA | PFOS | PFHxS | PFHxA | PFBA | PFBS |
| 2002 | 7000 | 1000 | 0 | 0 | 0 | 0 |
| 2006 | 1000 | 600 | 0 | 0 | 1000 | 0 |
| 2007 | 500 | 300 | 0 | 0 | 7000 | 0 |
| 2009 | 300 | 300 | 0 | 0 | 7000 | 7000 |
| 2013 | 300 | 300 | 300 | 0 | 7000 | 7000 |
| 2016 | 70 | 70 | 70 | 0 | 7000 | 7000 |
| 2017 | 35 | 27 | 27 | 0 | 7000 | 2000 |
| 2019 | 35 | 15 | 47 | 0 | 7000 | 2000 |
| 2022 | 35 | 15 | 47 | 200 | 7000 | 100 |
| 2024 | 0.0079 | 2.3 | 47 | 200 | 7000 | 100 |

EPA Standard

The new EPA standard set maximum contaminant levels (MCLs) for five individual PFAS chemicals and a way to calculate the hazard index for mixtures of certain PFAS chemicals. The table below summarizes the EPA's final MCLs.

| Compound | Maximum Contaminant Level (MCL) in parts per trillion (ppt) |
|--|--|
| PFOA | 4.0 ppt |
| PFOS | 4.0 ppt |
| PFHxS | 10 ppt |
| PFNA | 10 ppt |
| HFPO-DA (commonly known as GenX Chemicals) | 10 ppt |
| Mixtures containing two or more of PFHxS, PFNA, HFPO-DA, and PFBS | 1 (unitless)* |

*When determining the MCL for the mixture of PFAS, an equation that weights the different chemicals is used to calculate the "Hazard Index," which cannot exceed 1.

The City's Well No's 2, 4, 6 and 9 all have single-test concentrations above the EPA PFAS MCL for PFOA. However, when evaluating quarterly running annual average data, only Well No. 4 exceeds the EPA MCL with a PFOA value of 6.8 ppt. Well No. 4 is a significant well for the system, representing approximately 39 percent of its active pumping capacity. Additionally, Well No. 4 alone can meet 63 percent of the system's existing and projected maximum day demands, and the City relies heavily on this well. Well No. 2 may be out of compliance once all quarterly running annual average results are collected and Well No. 6 has the potential to be out of compliance if PFAS concentrations remain steady. However, regardless of the PFAS concentrations for Well Nos. 2 and 6, these are emergency wells that have not been used for drinking water in the past ten (10) years.

Current/Next Steps

The City secured grant funding in the amount of \$1,221,071 through the Minnesota Pollution Control Agency (MPCA) to plan for and design treatment systems that reduce PFAS concentrations below the Federal MCLs at Well No. 4. Staff is recommending that a proposal with AE2S be approved to prepare a PFAS Treatment Feasibility Study to provide a recommendation for PFAS Treatment in South St. Paul. The Feasibility Study includes the following scope of services:

- Review of previous studies and design documents
- Complete an overview of current regulatory considerations
- Complete an evaluation of funding options available to the City to implement PFAS treatment
- Review historical PFAS water quality data available at each well
- Establishment of treatment goals
- Evaluation of treatment approach options at Well No. 4
- PFAS removal recommendation and next steps
- Prepare a report summarizing the findings and recommendations of the feasibility study

RECOMMENDATION:

Staff recommends that the City Council approve AE2S's \$121,305 proposal to conduct a feasibility study for treating PFAS in City Well No. 4.

SOURCE OF FUNDS:

Funding is available through grant funding from Drinking Water Planning and Design Funds from the MPCA.



August 12, 2024

Mr. Nick Guilliams, PE
City Engineer
City of South St. Paul
125 3rd Avenue North
South St. Paul, MN 55075

**Re: PFAS Treatment Feasibility Study Proposal
City of South St. Paul, MN**

Dear Mr. Guilliams:

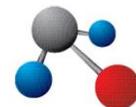
Thank you for the opportunity to submit this proposal to complete a PFAS Treatment Feasibility Study for the City of South St. Paul (City). Based upon the information provided to the AE2S project team in previous meetings, we are confident that the following general scope of services and associated fee proposal will meet the City's needs.

Project Understanding and Background

The City has eight (8) active water supply wells that range in depth from 255 feet to 500 feet from the Jordan St. Peter-Prairie Dur Chien – Jordan groundwater aquifers. Well Nos. 1, 4, and 9 are active year-round, Well Nos. 3, 7, and 8 are active during high-demand periods, and Well Nos. 2 and 6 are emergency wells. The City does not have a centralized water treatment plant (WTP) and fluoride is fed at each well house to meet State and Federal requirements. Currently, a radium removal WTP is being constructed at Well No. 3. However, this plant will not provide any PFAS treatment.

The City has approximately 6,900 water distribution service connections spanning a service area of about 4,000 acres. In addition, the water distribution system has 3.15 million gallons (MG) of finished water storage to meet the system demands, provide emergency storage, provide fire flow protection, and help maintain a uniform pressure in the distribution system during peak hourly demands. The estimated average and maximum water demands in 2023 were 2.6 million gallons per day (MGD), and 4.6 MGD, respectively.

Starting in 2007, the Minnesota Department of Health (MDH) began monitoring Per- and Poly-Fluoroalkyl Substances (PFAS) in the City's groundwater. Over time, the MDH has increased the testing frequency for Well Nos. 4 and 9 since these appear to have higher PFAS concentrations than the other wells. However, none of the City's wells have ever exceeded the MDH Health Risk Index historically.



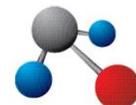
The Environmental Protection Agency (EPA) announced the final National Primary Drinking Water Regulation for six (6) PFAS on April 10, 2024. Compliance with the rule is based on a quarterly running annual average data for each PFAS compound. South St. Paul's Well Nos. 2, 4, 6, and 9 all have single-test concentrations above the EPA PFAS MCL for PFOA. However, when evaluating quarterly running annual average data, only Well No. 4 exceeds the EPA MCL. Well No. 4 is a significant well for the system as it represents approximately 39-percent of the active pumping capacity of the system. Additionally, Well No. 4 alone can meet 63-percent of the system's existing and projected maximum day demands and the City relies heavily on this well. Well No. 2 may be out of compliance once all quarterly running annual average results are collected considering the high PFOA concentrations measured (16 ppt) and Well No. 6 has the potential to be out of compliance if PFAS concentrations remain steady. However, regardless of the PFAS concentrations for Well Nos. 2 and 6, these are emergency wells and have not been used for drinking water in the past ten (10) years. When calculating the quarterly running annual average for Well No. 9, the PFAS concentrations fall below the EPA MCLs.

Having completed extensive PFAS monitoring over the past decade has allowed the City to secure grant funding through the Minnesota Pollution Control Agency (MPCA) to plan for and design treatment systems that reduce PFAS concentrations below the Federal MCLs. In addition to the grant funding received through the MPCA, the City has also submitted an application to place a South St. Paul PFAS Wellhead Treatment Project on Minnesota's Drinking Water Revolving Fund (DWRF's) Project Priority List (PPL). Currently, the City of South St. Paul is seeking proposals to complete a PFAS Treatment Feasibility Study to evaluate best options to reduce PFAS concentrations in the water distribution system to meet the EPA MCLs.

Project Approach

The proposed scope of services includes the following:

1. Project Communication
 - a. Provide project management and coordination with City staff.
 - b. If needed, prepare a data request memorandum summarizing the data needed from the City to complete the project.
 - c. Coordinate with MDH representatives to discuss PFAS removal alternatives for the City.
 - d. Attend one (1) in-person kick-off meeting. Discussion topics include, but are not limited to, the following: project team and goals, overview of data request items, work completed to date, and site visit.
 - e. Attend up to two (2) virtual update meetings with City staff as needed.
 - f. Attend one (1) virtual project summary meeting with City staff to discuss the draft report.



- iii. Build a centralized water treatment plant;
 - iv. Provide individual wellhead treatment; and
 - v. Install Point of Use (POU) treatment systems.
 - b. Complete a review of existing technologies that can be used for the removal of PFAS from the groundwater. Complete a pros/cons matrix for all treatment technologies evaluated. Treatment technologies that will be studied include:
 - i. Granular Activated Carbon (GAC);
 - ii. Ion Exchange (IX); and
 - iii. Membrane Filtration (nanofiltration (NF)/Reverse Osmosis (RO)).
 - c. In addition to evaluating PFAS removal technologies, AE2S will study if additional treatment or infrastructure is required based on the raw water quality conditions or otherwise. Additional treatment that may be needed includes:
 - i. Pre-treatment prior to PFAS removal system.
 - ii. Chemical feed systems (pre or post PFAS removal system).
 - iii. Equalization or backwash settling tank(s).
 - iv. Raw watermain/finished watermains.
- 8. Provide a PFAS Removal Recommendation and Next Steps
 - a. Upon finalizing the evaluation of the treatment approaches, technologies, additional treatment infrastructure, etc., AE2S will provide a recommendation for PFAS treatment in South St. Paul. The final recommendation will include the following:
 - i. Reasoning for recommendation of treatment approach, technology, and the need of additional infrastructure;
 - ii. Capital cost estimate for the recommended project;
 - iii. Operation and Maintenance (O&M) analysis for the recommended project; and
 - iv. Preliminary water treatment plant layout.
 - b. Based on the final recommendations, AE2S will prepare an implementation timeline for additional work including pilot testing, design, and construction. Options for piloting that will be considered include rapid small-scale column test (RSSCT) and/or pilot-scale testing.
- 9. Report Preparation:
 - a. Prepare a draft technical report summarizing the findings and recommendations of the feasibility study. Review the draft report with City staff.
 - b. Prepare a final technical report based on the City's review comments.
 - c. The report will include the preparation of a graphical executive summary for City Council review.

Assumptions and Exclusions

The proposed scope of services includes the following assumptions:



1. Cost of additional water quality sampling and testing not included in this scope and fee.
2. Water demand and population projections work will be limited to reviewing the projections completed as part of the Water System Planning Report prepared in August 2020.
3. Funding evaluation of additional funding sources is limited to identifying potential sources of funding available to the City. Preparing applications to said funding sources, if any are found, is not included in this scope and fee.
4. The completion of a RSSCT or pilot-scale testing are not included in this scope and fee.

Schedule

AE2S anticipates the feasibility study to be completed within twelve (12) weeks of receiving written approval to proceed.

Fee Proposal Estimate

AE2S will complete the proposed scope of services outlined above for an hourly, not-to-exceed, fee of **\$121,350** per the attached detailed fee table. Fee is based on our 2024 hourly rate schedule. Professional fees and expenses are based on the understanding presented within this letter.

We appreciate the opportunity to assist the City of South St. Paul with this work and look forward to collaborating with you on this effort. If you have any questions or comments regarding our proposed services or if you need additional information, please do not hesitate to contact me at (763) 204-5303.

Sincerely,

AE2S

Ursinio Puga, PE (MN)
Project Manager

Brian Bergantine, PE
Project Quality Director

Date: August 12, 2024

| PFAS Treatment Feasibility Study Proposal South St. Paul, Minnesota | Puga, PE | Vollmer, PE | Julson, PE | Anderson, EIT | Reynolds | Weiss, PE | Landrus, PE | Stroh, PE | Ruda, PE | Shevich | Gaustad | Schultz | Subtotal Hours | Labor | Reimbursable Expenses | Total |
|--|------------------|-----------------|------------------|------------------|-----------------|-----------------|-----------------|---------------------|---------------------|-----------------|----------------------|--------------------|-------------------------------------|------------------|--------------------------|------------------|
| | PM | QAQC Lead | Process Engineer | Design Engineer | Eng. Technician | Modeler | Civil Engineer | Structural Engineer | Electrical Engineer | I&C Specialist | Marketing Specialist | Funding Specialist | | | | |
| 2024 Billing Rate | \$ 197 | \$ 264 | \$ 228 | \$ 140 | \$ 109 | \$ 244 | \$ 197 | \$ 197 | \$ 197 | \$ 168 | \$ 176 | \$ 173 | | | | |
| Task 1 - Project Management and Communication | 69 | 1 | 13 | 20 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 103 | \$19,621 | \$50 | \$19,671 |
| Project Management | 35 | | | | | | | | | | | | 35 | \$6,895 | | \$6,895 |
| Data Request Preparation | 1 | | 2 | 4 | | | | | | | | | 7 | \$1,213 | | \$1,213 |
| Agency Coordination | 12 | | | | | | | | | | | | 12 | \$2,364 | | \$2,364 |
| Kick-Off Meeting (in-person and virtual) | 5 | | 2 | 2 | | | | | | | | | 9 | \$1,721 | \$20 | \$1,741 |
| Update Meetings (2, virtual) | 4 | | 4 | 4 | | | | | | | | | 12 | \$2,260 | | \$2,260 |
| Draft Report Review Meeting (virtual) | 3 | | 2 | 4 | | | | | | | | | 9 | \$1,607 | | \$1,607 |
| City Council Presentations (City Council Meeting and Work Session) | 9 | 1 | 3 | 6 | | | | | | | | | 19 | \$3,561 | \$30 | \$3,591 |
| Task 2 - Feasibility Study | 86 | 13 | 114 | 196 | 40 | 10 | 40 | 14 | 12 | 8 | 20 | 18 | 571 | \$101,586 | \$100 | \$101,686 |
| Overview of Existing System | | | | | | | | | | | | | 0 | \$0 | | \$0 |
| Evaluation of Water Distribution System | 2 | | 2 | 6 | | 5 | | | | | | | 15 | \$2,910 | | \$2,910 |
| Water Demand and Projections Review | 1 | | 2 | 6 | | 5 | | | | | | | 14 | \$2,713 | | \$2,713 |
| Standards and Regulatory Review | 1 | | 4 | 12 | | | | | | | | | 17 | \$2,789 | | \$2,789 |
| Review of Funding Options | 4 | | | 8 | | | | | | | | 18 | 30 | \$5,022 | | \$5,022 |
| Source Water Quality Review | | | | | | | | | | | | | 0 | \$0 | | \$0 |
| Analysis of Historical PFAS Concentrations | 1 | | 4 | 8 | | | | | | | | | 13 | \$2,229 | | \$2,229 |
| Analysis of Additional Water Quality Parameters | 2 | | 8 | 12 | | | | | | | | | 22 | \$3,898 | | \$3,898 |
| Establishment of Treatment Goals | | | 2 | 4 | | | | | | | | | 6 | \$1,016 | | \$1,016 |
| PFAS Treatment Evaluation | | | | | | | | | | | | | 0 | \$0 | | \$0 |
| Treatment Approach Analysis | 10 | 1 | 20 | 20 | | | | | | | | | 51 | \$9,594 | | \$9,594 |
| Treatment Technology Analysis | 10 | 1 | 10 | 15 | | | | | | | | | 36 | \$6,614 | | \$6,614 |
| Evaluation of Additional Treatment Needs | 10 | 1 | 20 | 20 | | | | | | | | | 51 | \$9,594 | | \$9,594 |
| PFAS Removal Recommendation and Next Steps | 10 | 4 | 12 | 25 | 40 | | 40 | 10 | 8 | 8 | | | 157 | \$26,392 | | \$26,392 |
| Draft Final Report | 20 | 4 | 20 | 40 | | | | 4 | 4 | | | | 92 | \$16,732 | \$50 | \$16,782 |
| Graphical Executive Summary | 5 | | | | | | | | | | 20 | | 25 | \$4,505 | | \$4,505 |
| Final Report | 10 | 2 | 10 | 20 | | | | | | | | | 42 | \$7,578 | \$50 | \$7,628 |
| Estimated Subtotal Hours for AE2S Staff | 155 | 14 | 127 | 216 | 40 | 10 | 40 | 14 | 12 | 8 | 20 | 18 | 674 | | | |
| Estimated Labor and Expenses for AE2S Staff | \$ 30,535 | \$ 3,696 | \$ 28,956 | \$ 30,240 | \$ 4,360 | \$ 2,440 | \$ 7,880 | \$ 2,758 | \$ 2,364 | \$ 1,344 | \$ 3,520 | \$ 3,114 | | \$121,207 | \$150 | |
| | Puga, PE | Vollmer, PE | Julson, PE | Anderson, EIT | Reynolds | Weiss, PE | Landrus, PE | Stroh, PE | Ruda, PE | Shevich | Gaustad | Schultz | Total AE2S Not-to-Exceed Fee | | \$121,350 | |