CITY OF ST. AUGUSTA
CITY COUNCIL MEETING
February 2, 2021
7:00 pm
VIA ZOOM
AGENDA

1. Call Meeting to Order – Mayor Zenzen.
2. Pledge of Allegiance.
3. Consent Agenda
   - 3A. Minutes of the January 5, 2021City Council meeting.
   - 3B. Agenda.
   - 3C. Bills Payable, Receipts and Treasurer's Report.
   - 3D. Other
4. Sheriff's Report
5. Building Inspector's Report – Mark Harren.
6. Fire Department
   - 6A. Monthly Report
   - 6B. Fire Hall Generator Quote
   - 6C. Fire Chief Hiring Memo
   - 6D. Other
7. County Attorney Report
8. Open Forum -10 Minute Limit.
9. Engineer's Report
   - 9A. 2021 Street Project Bid Tabulation, Recommendation for Award
   - 9B. MS4 Permit Renewal
10. Council Member Comments/Purview.
11. Clerk's Report.
    - 11A. Delinquent Accounts
    - 11B. Planning Commission Meeting
    - 11C. Midco Expansion
    - 11D. Other
12. Adjourn.

REMINDERS: Regular City Council Meeting, Tuesday, March 2, 2021 7:00pm

CITY OF ST. AUGUSTA
CITY COUNCIL MEETING
February 2, 2021
7:00 pm

Administrative Summary

Consent Agenda – all items are included in the packets.

Sheriff's Report/Building Inspector's Report – I hope to have both these for the updated packets on Tuesday.

Fire Department Report –

Monthly Report - included in the packets.

Generator Quotes – 2 quotes have been included in the packets to replace the generator with an alternate of switching out the manual conversion to an automatic conversion.

Fire Chief Hiring Memo – I have included a memo that details the procedure used and the recommendation for our next fire chief.

County Attorney Report – Janelle Kendall and Justin Lyson will be on our Zoom call to go over the prosecution contract from last year.

Engineer's Report –

2021 Street Project Bids and Award – included with the packet is a letter of recommendation along with the bid tabulation from Jeremy.

MS4 Task Order – I have include a letter along with details of what will need to be done to renew our MS4 permit.

Clerk's Report –

Delinquent Utility Accounts – I will have an idea on Tuesday of how many we have on the storm water fund and we will need to assess at least one of our water and sewer accounts.

Planning Commission Meeting/Development – I hope to have a report of things that are about to happen and discuss scheduling the meeting as soon as we have the application turned in.

Midco Expansion – I heard from Midco this week and they are planning on doing an expansion of their system this spring/summer. I hope to receive by Tuesday the map that details the area they plan on expanding to.

MINUTES OF THE CITY COUNCIL
ST. AUGUSTA, MINNESOTA
January 5, 2021

CALL TO ORDER: The meeting was called to order by Mayor Zenzen at 7:00 PM with the Pledge of Allegiance.

PRESENT: Mayor Zenzen, Council Members Backes, Genereux, Coleman and Schmitz; City Attorney Couri; Engineer Boots; Fire Chief Tabatt, Assistant Chief Orth, Fire Captain Steinhofer, Fire Captain Kramer, Fire Lieutenant Claseman, Public Works Director Kiffmeyer; Stearns County Deputy Hemmesch, Treasurer Rasmusson and Clerk/Administrator McCabe.

OTHERS PRESENT:

CONSENT AGENDA: Mr. McCabe indicated he has added the Tri-County Humane Society contract on the consent agenda and a bill payable to Traut Wells in the amount of $101.

A motion was made to approve the consent agenda items 3A – 3D by Mr. Genereux second by Mr. Backes. Motion carried unanimously.

The following items were approved with the consent agenda:

City Council Minutes, December 1, 2020
Bill Payable, Receipts and Treasurer's Report dated January 5, 2021 and for US Bank payment and Checks #23964-24020..
City Council Agenda, January 5, 2021
Tri-County Humane Society contract

SHERIFF'S REPORT: Lt. Hemmesch presented the Sheriff's report. He reviewed the call types and answered questions from the Council.

A motion was made to approve the Sheriff's report as presented by Mr. Zenzen, seconded by Mr. Backes. Motion carried unanimously.

BUILDING INSPECTOR'S REPORT: Administrator McCabe presented the quarterly building inspector's report. He noted 35 permits were issued in the quarter bringing the total for the year to 126 compared with 2019 when there were 112 permits issued. 2020 saw 21 single family permits issued compared to 14 in 2019.

A motion was made to approve the building inspector's report as presented by Mr. Backes, seconded by Ms. Coleman; Motion carried unanimously.

FIRE DEPT. REPORT: Chief Tabatt was in attendance and presented the November run and training report bringing the total calls as of the end of November to 120, compared with 112 at this time in 2019. Fire Inc., provided online training.

A motion was made to approve the monthly fire report by Mayor Zenzen, seconded by Mr. Schmitz. Motion carried unanimously.

Chief Tabatt provided an email dealing with the generator. He asked for direction. Ms. Coleman questioned the need and Chief Tabatt responded it is common to have so there is power at the fire hall in case of emergency. He stated there were some quotes earlier in the year of approximately $40,000 to replace. Mr. McCabe indicated he never saw those and asked that we renew those quotes to present at the next meeting.

OPEN FORUM:

WINTER PARKING ORDINANCE: Mr. McCabe indicated he had provided for review the winter parking ordinance along with an email he received about a request to accommodate an individual with a handicap. He indicated he believed there was sufficient space in the resident's driveway or the ability to add on to the driveway. Mr. Kiffmeyer was in attendance and explained the difficulty plowing that particular street. Lt. Hemmesch said the residence was not in spot where he would think they should be allowed to park on the street. Mr. Couri said the ADA would not apply in this situation since there is enough room for seven vehicles in the driveway plus an ambulance if needed so reasonable accommodation is not validated. Mr. Couri said he would send a letter to the attorney stating the city's position.

ACTING MAYOR: A motion was made to appoint Mr. Genereux acting mayor by Mr. Backes, seconded by Mr. Schmitz. Motion carried 4-0 with Mr. Genereux abstaining.

BOARDS, COMMISSIONS, OFFICIALS AND COUNCIL REPRESENTATIVES: A motion was made to make the following appointments by Mr. Backes, seconded by Mr. Schmitz:

Planning Commission: Ron Kraemer and Troy Voigt to an additional 3-year term.

Park Board: Dave Glenn to an additional 3-year term.

Council Representative to Park Board: Brent Genereux

EDA: Dan Mill and Mary Coleman to a three year term.

Council Fire Department Representative: Justin Backes and Jeff Schmitz.

City Assessor: Don Ramler, Stearns County Assessor's Office

City Attorney (Civil): Mike Couri – Couri and Ruppe

City Attorney (Prosecution): Jenall Kendal – Stearns County

Admin. Hearing Officer: Quinlivan and Hughes

City Engineer: Jeremy Boots – Moore Engineering.

Planning Consultant: Cindy Nash – Collaborative Planning.

Building Inspector: Mark Harren, MidMinnesota Code Enforcement

Electrical Inspector: Kelly Johnson

Weed Inspector: Mark Kiffmeyer
Assistant Weed Inspector: Paul Hollermann.

The motion passed unanimously.

RESOLUTION #2021-01, SETTING COMPENSATION: Mr. McCabe presented a resolution with wages equal to a 2.0% increase over 2020 as was included in the budget. He also stated he modified from what was originally sent out to show the training wage for new firefighters at $10/hour for training and meetings.

A motion was made to approve Resolution #2021-01, approving a 2.0% pay raise and setting compensation for elected and appointed officials by Mr. Backes, seconded by Mr. Schmitz. Motion carried unanimously.

SCHEDULE OF REGULAR MEETINGS, OFFICIAL NEWSPAPER AND OFFICIAL DEPOSITORIES: **A motion was made to declare the regular council meetings on the First and Third Tuesday of each month at 7:00pm, the regular Planning Commission meetings on the Monday prior to the first Tuesday in each month at 7:00pm, and Park Board meetings on the Thursday prior to the Council meeting of each month at 7:00pm, EDA meetings as needed, to designate <u>The St. Cloud Times</u> the official newspaper Harvest Bank, Steifel and US Bank as official depositories by Mr. Backes seconded by Mr. Genereux. Motion carried unanimously.**

RESOLUTION #2021-02, DESIGNATING SIGNERS: **A motion was made to approve Resolution #2021-02 designating officials authorized to sign approved checks by Mr. Zenzen, seconded by Mr. Backes. Motion carried unanimously.**

ORDINANCE #2021-01: **A motion was made to approve Ordinance #2021-01, adopting the fee schedule by Mr. Backes seconded by Mr. Genererux. Motion carried unanimously.**

RESOLUTION #2021-03, DESIGNATING 2022 POLLING PLACE: **A motion was made to approve Resolution #2021-03, designating the 2022 polling place by Mr. Schmitz, seconded by Ms. Coleman Motion carried unanimously.**

DATA PRACTICES POLICIES: **A motion was made to approve the data practices policies as presented by Mr. Backes, seconded by Ms. Coleman; Motion carried unanimously.**

ENGINEER'S REPORT: Mr. Boots presented information on the proposed 2021 Street Project. He is asking for authorization to go out for bids. They are proposing opening bids on January 29 and asking for authorization to approve at the February 2 meeting.

A motion was made by Mr. Genereux, second by Ms. Coleman to proceed with bidding process; Motion carried unanimously.

COUNCIL MEMBER PURVIEW: Mr. Genereux was asking about tree trimming. Mr. McCabe said everything went fine.

CITY ADMINISTRATOR REPORT:

ADJOURMENT: **A motion was made to adjourn to the closed session at 8:20 pm by Mr. Zenzen seconded by Backes. Meeting Adjourned.**

CLOSED SESSION RE: Attorney Client Privileged Communication on In Lieu of Assessment Fees. In attendance are Mayor Zenzen, Council Members Backes, Genereux, Coleman and Schmitz, Attorney Couri and City Administrator McCabe.

Discussion was held and Mr. Couri was going to contact the other party with the wishes of the Council. The meeting adjourned at 8:45pm.

Approved this 2nd day of February, 2021.

_____
Michael G. Zenzen, Mayor

Attest:

_____
William R. McCabe, Clerk/Administrator

City of St. Augusta

*Receipt Book

Refer	Account	Last Dim Descr	Amount	Tran Date	Comments	Batch Name
12355	R 101-41000-321	Business Licenses/Permits	$100.00	1/13/2021	general - West Central Sanitation	01 04 21 rct
12356	R 601-49400-371	Water Sales	$1,791.11	1/13/2021	water dept - Jan 21 rct	01 04 21 rct
12356	R 601-49400-313	General Sales and Use Tax	$2.82	1/13/2021	water dept - Jan 21 rct	01 04 21 rct
12356	R 605-43160-374	Electricity Sales	$37.66	1/13/2021	EU - Jan 21 rct	01 04 21 rct
12356	R 606-49450-372	Sewer Replacement Fund	$78.25	1/13/2021	SRF - Jan 21 rct	01 04 21 rct
12356	R 602-49450-372	Sewer Sales	$2,144.64	1/13/2021	sewer - Jan 21 rct	01 04 21 rct
12356	R 607-41000-371	Storm Sewer Sales	$1,152.00	1/13/2021	SW - Jan 21 rct	01 04 21 rct
12357	R 101-41000-322	Park Shelter Rental	$1,375.00	1/13/2021	general - Jan 2021 reservations	01 05 21 rct
12357	R 101-41000-310	Sales Tax	$59.10	1/13/2021	general - shelter rental tax	01 05 21 rct
12358	R 601-49400-371	Water Sales	$1,050.07	1/13/2021	water dept - Jan 21 rct	01 05 21 rct
12358	R 607-41000-371	Storm Sewer Sales	$697.00	1/13/2021	SW - Jan 21 rct	01 05 21 rct
12358	R 602-49450-372	Sewer Sales	$1,299.32	1/13/2021	sewer - Jan 21 rct	01 05 21 rct
12358	R 606-49450-372	Sewer Replacement Fund	$39.99	1/13/2021	SRF - Jan 21 rct	01 05 21 rct
12358	R 601-49400-313	General Sales and Use Tax	$2.15	1/13/2021	water dept - Jan 21 rct	01 05 21 rct
12358	R 605-43160-374	Electricity Sales	$21.96	1/13/2021	EU - Jan 21 rct	01 05 21 rct
12359	R 101-41000-322	Park Shelter Rental	$150.00	1/13/2021	general - D. Reagan	01 06 21 rct
12359	R 101-41000-310	Sales Tax	$5.91	1/13/2021	general - shelter rental tax	01 06 21 rct
12360	R 101-41000-322	Park Shelter Rental	$125.00	1/13/2021	general - Pilarski	01 06 21 rct
12360	R 101-41000-310	Sales Tax	$5.91	1/13/2021	general - shelter rental tax	01 06 21 rct
12361	R 101-41000-322	Park Shelter Rental	$125.00	1/13/2021	general - M. Stotko	01 06 21 rct
12361	R 101-41000-310	Sales Tax	$5.91	1/13/2021	general - shelter rental tax	01 06 21 rct
12362	R 606-49450-372	Sewer Replacement Fund	$69.33	1/13/2021	SRF - Jan 21 rct	01 06 21 rct
12362	R 602-49450-372	Sewer Sales	$1,930.17	1/13/2021	sewer - Jan 21 rct	01 06 21 rct
12362	R 601-49400-313	General Sales and Use Tax	$4.30	1/13/2021	water dept - Jan 21 rct	01 06 21 rct
12362	R 601-49400-371	Water Sales	$1,617.40	1/13/2021	water dept - Jan 21 rct	01 06 21 rct
12362	R 607-41000-371	Storm Sewer Sales	$604.80	1/13/2021	SW - Jan 21 rct	01 06 21 rct
12362	R 605-43160-374	Electricity Sales	$32.00	1/13/2021	EU - Jan 21 rct	01 06 21 rct
12363	R 101-41000-322	Park Shelter Rental	$125.00	1/13/2021	general - E Power	01 07 21 rct
12363	R 101-41000-310	Sales Tax	$5.91	1/13/2021	general - shelter rental tax	01 07 21 rct
12364	R 101-41000-322	Park Shelter Rental	$150.00	1/13/2021	general - A Johnson	01 07 21 rct
12364	R 101-41000-310	Sales Tax	$5.91	1/13/2021	general - shelter rental tax	01 07 21 rct
12365	R 101-41000-334	Electric Permits	$71.00	1/13/2021	general - Design Electric	01 07 21 rct
12366	R 101-41000-341	Assessment Search Fees	$10.00	1/13/2021	general - Epic Properties	01 07 21 rct
12367	R 601-49400-313	General Sales and Use Tax	$2.15	1/13/2021	water dept - Jan 21 rct	01 07 21 rct
12367	R 607-41000-371	Storm Sewer Sales	$1,048.80	1/13/2021	SW - Jan 21 rct	01 07 21 rct
12367	R 602-49450-372	Sewer Sales	$1,424.47	1/13/2021	sewer - Jan 21 rct	01 07 21 rct
12367	R 605-43160-374	Electricity Sales	$18.00	1/13/2021	EU - Jan 21 rct	01 07 21 rct
12367	R 601-49400-371	Water Sales	$1,191.20	1/13/2021	water dept - Jan 21 rct	01 07 21 rct
12367	R 606-49450-372	Sewer Replacement Fund	$51.98	1/13/2021	SRF - Jan 21 rct	01 07 21 rct
12368	R 601-49400-371	Water Sales	$1,163.12	1/13/2021	water dept - Jan 21 rct	01 08 21 rct
12368	R 605-43160-374	Electricity Sales	$20.21	1/13/2021	EU - Jan 21 rct	01 08 21 rct
12368	R 606-49450-372	Sewer Replacement Fund	$47.94	1/13/2021	SRF - Jan 21 rct	01 08 21 rct
12368	R 602-49450-372	Sewer Sales	$1,397.14	1/13/2021	sewer - Jan 21 rct	01 08 21 rct
12368	R 607-41000-371	Storm Sewer Sales	$432.00	1/13/2021	SW - Jan 21 rct	01 08 21 rct
12369	R 101-41000-341	Assessment Search Fees	$20.00	1/13/2021	general - Heartland Title	01 11 21 rct
12370	R 602-49450-372	Sewer Sales	$2,109.89	1/13/2021	sewer - Jan 21 rct	01 11 21 rct
12370	R 607-41000-371	Storm Sewer Sales	$1,526.28	1/13/2021	SW - Jan 21 rct	01 11 21 rct
12370	R 601-49400-371	Water Sales	$1,783.07	1/13/2021	water dept - Jan 21 rct	01 11 21 rct
12370	R 601-49400-313	General Sales and Use Tax	$4.30	1/13/2021	water dept - Jan 21 rct	01 11 21 rct
12370	R 605-43160-374	Electricity Sales	$33.55	1/13/2021	EU - Jan 21 rct	01 11 21 rct
12370	R 606-49450-372	Sewer Replacement Fund	$52.29	1/13/2021	SRF - Jan 21 rct	01 11 21 rct

City of St. Augusta

*Receipt Book

Refer	Account	Last Dim Descr	Amount	Tran Date	Comments	Batch Name
12371	R 607-41000-371	Storm Sewer Sales	$316.80	1/13/2021	SW - Jan 21 rct	01 12 21 rct
12371	R 602-49450-372	Sewer Sales	$1,275.07	1/13/2021	sewer - Jan 21 rct	01 12 21 rct
12371	R 606-49450-372	Sewer Replacement Fund	$34.79	1/13/2021	SRF - Jan 21 rct	01 12 21 rct
12371	R 605-43160-374	Electricity Sales	$23.99	1/13/2021	EU - Jan 21 rct	01 12 21 rct
12371	R 601-49400-371	Water Sales	$1,005.82	1/13/2021	water dept - Jan 21 rct	01 12 21 rct
12372	R 603-43254-372	Sewer Special Assessments	$2,258.08	1/26/2021	final 2020 tax settlement	01 25 21 tax
12372	R 603-43254-371	Water Special Assessments	$1,127.34	1/26/2021	final 2020 tax settlement	01 25 21 tax
12372	R 450-41000-310	General Property Taxes	$7,392.68	1/26/2021	final 2020 tax settlement	01 25 21 tax
12372	R 101-41000-310	General Property Taxes	$12,666.72	1/26/2021	final 2020 tax settlement	01 25 21 tax
12372	R 351-47000-310	General Property Taxes	$1,664.34	1/26/2021	final 2020 tax settlement	01 25 21 tax
12373	R 101-41000-350	Fines and Forfeits	$521.61	1/21/2021	general - misdemeanors	01 13 21 mis
12374	R 605-43160-374	Electricity Sales	$27.06	1/21/2021	EU - Jan 21 rct	01 14 21 rct
12374	R 601-49400-371	Water Sales	$1,168.69	1/21/2021	water dept - Jan 21 rct	01 14 21 rct
12374	R 607-41000-371	Storm Sewer Sales	$847.20	1/21/2021	SW - Jan 21 rct	01 14 21 rct
12374	R 606-49450-372	Sewer Replacement Fund	$44.04	1/21/2021	SRF - Jan 21 rct	01 14 21 rct
12374	R 601-49400-313	General Sales and Use Tax	$4.30	1/21/2021	water dept - Jan 21 rct	01 14 21 rct
12374	R 602-49450-372	Sewer Sales	$1,415.19	1/21/2021	sewer - Jan 21 rct	01 14 21 rct
12375	R 101-41000-341	Assessment Search Fees	$10.00	1/21/2021	general - Heartland Title	01 15 21 rct
12376	R 101-41000-322	Building Permits	$92.84	1/21/2021	general - Window World	01 15 21 rct
12377	R 450-41000-334	Cable TV Franchise Fee	$570.74	1/21/2021	CIP - general, Midco	01 15 21 rct
12378	R 450-41000-313	General Sales and Use Tax	$21,285.34	1/21/2021	CIP - general, sales tax	01 15 21 rct
12379	R 607-41000-371	Storm Sewer Sales	$616.80	1/21/2021	SW - Jan 21 rct	01 15 21 rct
12379	R 602-49450-372	Sewer Sales	$866.76	1/21/2021	sewer - Jan 21 rct	01 15 21 rct
12379	R 606-49450-372	Sewer Replacement Fund	$35.62	1/21/2021	SRF - Jan 21 rct	01 15 21 rct
12379	R 605-43160-374	Electricity Sales	$12.00	1/21/2021	EU - Jan 21 rct	01 15 21 rct
12379	R 601-49400-371	Water Sales	$749.22	1/21/2021	water dept - Jan 21 rct	01 15 21 rct
12379	R 601-49400-313	General Sales and Use Tax	$11.65	1/21/2021	water dept - Jan 21 rct	01 15 21 rct
12380	R 101-41000-321	Business Licenses/Permits	$100.00	1/21/2021	general - GFL Environmental	01 19 21 rct
12381	R 101-41000-334	Electric Franchise Fee	$4,997.00	1/21/2021	general - Stearns Electric	01 19 21 rct
12382	R 601-49400-371	Water Sales	$2,247.62	1/21/2021	water dept - Jan 21 rct	01 19 21 rct
12382	R 601-49400-313	General Sales and Use Tax	$15.05	1/21/2021	water dept - Jan 21 rct	01 19 21 rct
12382	R 605-43160-374	Electricity Sales	$28.28	1/21/2021	EU - Jan 21 rct	01 19 21 rct
12382	R 606-49450-372	Sewer Replacement Fund	$87.70	1/21/2021	SRF - Jan 21 rct	01 19 21 rct
12382	R 602-49450-372	Sewer Sales	$2,791.35	1/21/2021	sewer - Jan 21 rct	01 19 21 rct
12382	R 607-41000-371	Storm Sewer Sales	$518.40	1/21/2021	SW - Jan 21 rct	01 19 21 rct
12383	R 603-43254-371	Water Availbility Charges	$8,850.48	1/26/2021	WAC - B Moran Trust	01 21 21 rct
12383	R 603-43254-372	Sewer Availability Charges	$17,727.52	1/26/2021	SAC - B Moran Trust	01 21 21 rct
12384	R 602-49450-372	Sewer Sales	$2,494.26	1/26/2021	sewer - Jan 21 rct	01 21 21 rct
12384	R 607-41000-371	Storm Sewer Sales	$789.60	1/26/2021	SW - Jan 21 rct	01 21 21 rct
12384	R 605-43160-374	Electricity Sales	$42.32	1/26/2021	EU - Jan 21 rct	01 21 21 rct
12384	R 601-49400-313	General Sales and Use Tax	$7.18	1/26/2021	water dept - Jan 21 rct	01 21 21 rct
12384	R 601-49400-371	Water Sales	$2,104.39	1/26/2021	water dept - Jan 21 rct	01 21 21 rct
12384	R 606-49450-372	Sewer Replacement Fund	$91.61	1/26/2021	SRF - Jan 21 rct	01 21 21 rct
12385	R 601-49400-371	Water Sales	$1,169.82	1/26/2021	water dept - Jan 21 rct	01 22 21 rct
12385	R 605-43160-374	Electricity Sales	$31.98	1/26/2021	EU - Jan 21 rct	01 22 21 rct
12385	R 606-49450-372	Sewer Replacement Fund	$45.90	1/26/2021	SRF - Jan 21 rct	01 22 21 rct
12385	R 602-49450-372	Sewer Sales	$1,468.43	1/26/2021	sewer - Jan 21 rct	01 22 21 rct
12385	R 607-41000-371	Storm Sewer Sales	$403.20	1/26/2021	SW - Jan 21 rct	01 22 21 rct
12386	R 101-41000-322	Park Shelter Rental	$125.00	1/28/2021	general - S. Koshoil	01 26 21 rct
12386	R 101-41000-310	Sales Tax	$5.91	1/28/2021	general - shelter rental tax	01 26 21 rct
12387	R 101-41000-321	Business Licenses/Permits	$100.00	1/28/2021	general - Waste Management	01 26 21 rct

City of St. Augusta

*Receipt Book

Refer	Account	Last Dim Descr	Amount	Tran Date	Comments	Batch Name
12388	R 607-41000-371	Storm Sewer Sales	$501.60	1/28/2021	SW - Jan 21 rct	01 26 21 rct
12388	R 601-49400-371	Water Sales	$2,536.78	1/28/2021	water dept - Jan 21 rct	01 26 21 rct
12388	R 601-49400-313	General Sales and Use Tax	$4.78	1/28/2021	water dept - Jan 21 rct	01 26 21 rct
12388	R 605-43160-374	Electricity Sales	$50.05	1/28/2021	EU - Jan 21 rct	01 26 21 rct
12388	R 606-49450-372	Sewer Replacement Fund	$98.76	1/28/2021	SRF - Jan 21 rct	01 26 21 rct
12388	R 602-49450-372	Sewer Sales	$3,163.38	1/28/2021	sewer - Jan 21 rct	01 26 21 rct
12389	R 101-41000-321	Business Licenses/Permits	$100.00	1/28/2021	general - Ryan Electric	01 27 21 rct
12390	R 101-41000-334	Electric Permits	$53.00	1/28/2021	general - Ryan Electric	01 27 21 rct
12391	R 607-41000-371	Storm Sewer Sales	$115.20	1/28/2021	SW - Jan 21 rct	01 27 21 rct
12391	R 602-49450-372	Sewer Sales	$1,159.29	1/28/2021	sewer - Jan 21 rct	01 27 21 rct
12391	R 606-49450-372	Sewer Replacement Fund	$0.00	1/28/2021	SRF - Jan 21 rct	01 27 21 rct
12391	R 605-43160-374	Electricity Sales	$22.45	1/28/2021	EU - Jan 21 rct	01 27 21 rct
12391	R 601-49400-313	General Sales and Use Tax	$4.83	1/28/2021	water dept - Jan 21 rct	01 27 21 rct
12391	R 601-49400-371	Water Sales	$923.27	1/28/2021	water dept - Jan 21 rct	01 27 21 rct
Grand Total			$138,242.09			

City of St. Augusta

*Check Summary Register©

January 2021 to February 2021

	Name	Check Date	Check Amt	
10100 STATE BANK OF KIMBAL				
Paid Chk# 024030	BILL MCCABE	1/12/2021	$25.00	g - McCabe co pay
Paid Chk# 024031	BLASHACK, CHAD C.	1/21/2021	$1,419.12	
Paid Chk# 024032	HOLLERMANN, PAUL A.	1/21/2021	$1,103.30	
Paid Chk# 024033	KIFFMEYER, MARK G.	1/21/2021	$1,355.50	
Paid Chk# 024034	McCABE, WILLIAM R.	1/21/2021	$2,261.61	
Paid Chk# 024035	RASMUSON, TERESA M.	1/21/2021	$26.76	
Paid Chk# 024036	SCHLUETER, STEVEN F.	1/21/2021	$112.44	
Paid Chk# 024037	JOHN HANCOCK	1/21/2021	$900.00	g - pay 2 21 def comp - Kiffme
Paid Chk# 024038	TABATT, MICHAEL A.	1/29/2021	$880.45	
Paid Chk# 024039	MN DEPT OF REVENUE	1/28/2021	$828.57	emp pd state taxes
Paid Chk# 024040	BILL MCCABE	1/28/2021	$100.69	G - McCabe Rx
Paid Chk# 024041	AFLAC	2/2/2021	$501.58	g - employee paid insurance
Paid Chk# 024042	CENTER POINT ENERGY	2/2/2021	$385.31	fire dept - gas usage
Paid Chk# 024043	CITY OF ST. CLOUD	2/2/2021	$22,482.23	sewer dept - Dec 20 NR2
Paid Chk# 024044	COMPASS MINERALS AMERICA I	2/2/2021	$1,808.83	pw dept - bulk coarse hwy
Paid Chk# 024045	COURI & RUPPE PLLP	2/2/2021	$315.00	general - general counsel
Paid Chk# 024046	KNIFE RIVER	2/2/2021	$386.95	pw dept - clean sand
Paid Chk# 024047	MARCO	2/2/2021	$101.50	general - copier contract
Paid Chk# 024048	RMB ENVIRONMENTAL LABORA	2/2/2021	$296.00	sewer dept - WW Effluent
Paid Chk# 024049	STEARNS COUNTY AUDITOR/TR	2/2/2021	$109.38	elections - ballot chargeback
Paid Chk# 024050	STEARNS COUNTY RECORDER	2/2/2021	$46.00	general - recording a document
Paid Chk# 024051	STEARNS ELECTRIC ASSOCIATI	2/2/2021	$1,536.52	water dept - flow meter
Paid Chk# 024052	TRAUT COMPANIES	2/2/2021	$50.00	water dept - sample #'s 210014
Paid Chk# 024053	TRI-COUNTY HUMANE SOCIETY	2/2/2021	$150.00	general - 4th qtr 2020 boardin
Paid Chk# 024054	WEST CENTRAL SANITATION	2/2/2021	$192.69	fire dept - garbage service
Paid Chk# 024055	WORKMED MIDWEST PA	2/2/2021	$50.00	pw dept - consortium fees
Paid Chk# 024056	ALLSTREAM	2/2/2021	$433.51	general - city hall telephone
Paid Chk# 024057	BILL MCCABE	2/2/2021	$198.80	general - mileage .56x355, 11/
Paid Chk# 024058	CITY OF ST. AUGUSTA	2/2/2021	$82.83	general - Jan 21 usage
Paid Chk# 024059	COMMUNITY TECHNOLOGY CEN	2/2/2021	$576.50	general - Office security came
Paid Chk# 024060	GOPHER STATE ONE-CALL	2/2/2021	$9.45	water dept - locates
Paid Chk# 024061	LEAGUE OF MN CITIES	2/2/2021	$200.00	general - safety group
Paid Chk# 024062	PETTY CASH	2/2/2021	$44.45	general - petty cash
Paid Chk# 024063	XCEL ENERGY	2/2/2021	$465.07	general - gas usage Feb 2021
		Total Checks	$39,436.04	

Michael G. Zenzen

FILTER: None

City of St. Augusta
*Claim Listing©

2 21 addl

Claim No. 2741

Check 022221 2/2/2021

February 2021

Payee MN PUBLIC FACILITIES AUTHORITY
1ST NAT'L BANK BLDG
332 MN STREET W820

Date Feb 2 2021
Type paid 2021 for 2021
PO 0
Terms

An invoice or bill to be properly itemized must show: kind of service, where performed, dates service rendered, by whom, rates per day, number of hours, rate per hour, number of units, price per unit, etc.

Invoice	Description	Account		Amount
	water dept - MFPA loan, interest payment	E 601-47000-607		$2,565.29
	sewer dept - MPFA loan, interest	E 602-47000-607		$6,641.60
	sewer dept - MPFA loan, interest	E 602-47000-607		$6,425.00
			Total	$15,631.89

This claim has been approved in the amount of $ _____

William R. McCabe

City of St. Augusta

*Check Detail Register©

February 2021

			Check Amt	Invoice	Comment
10100 STATE BANK OF KIMBAL					
Paid Chk# 024056	2/2/2021	**ALLSTREAM INTEGRA**			
E 101-41000-321	Telephone		$192.91		general - city hall telephone
E 101-42270-321	Telephone		$132.92		fire dept - telephone
E 602-49450-321	Telephone		$107.68		sewer dept - telephone
		Total ALLSTREAM INTEGRA	$433.51		
Paid Chk# 024057	2/2/2021	**BILL MCCABE**			
E 101-41000-208	Training, Inst., Travel		$198.80		general - mileage .56x355, 11/4/20-2/1/2021
		Total BILL MCCABE	$198.80		
Paid Chk# 024058	2/2/2021	**CITY OF ST. AUGUSTA**			
E 101-41000-736	city halls sewer/water expense		$82.83		general - Jan 21 usage
		Total CITY OF ST. AUGUSTA	$82.83		
Paid Chk# 024059	2/2/2021	**COMMUNITY TECHNOLOGY CENTER**			
E 101-41000-430	Miscellaneous		$354.00	CTC1932	general - Office security camera system
E 101-41000-430	Miscellaneous		$222.50	CTC2010	general - Office security camera system
		Total COMMUNITY TECHNOLOGY CENTER	$576.50		
Paid Chk# 024060	2/2/2021	**GOPHER STATE ONE-CALL**			
E 601-49400-314	Gopher State One Calls		$4.72		water dept - locates
E 602-49450-314	Gopher State One Calls		$4.73		sewer dept - locates
		Total GOPHER STATE ONE-CALL	$9.45		
Paid Chk# 024061	2/2/2021	**LEAGUE OF MN CITIES**			
E 101-41000-208	Training, Inst., Travel		$50.00	335080	general - safety group
E 101-41130-208	Training, Inst., Travel		$50.00	335080	pw dept - safety group
E 601-49400-208	Training, Inst., Travel		$50.00	335080	water dept - safety group
E 602-49450-208	Training, Inst., Travel		$50.00	335080	sewer dept - safety group
		Total LEAGUE OF MN CITIES	$200.00		
Paid Chk# 024062	2/2/2021	**PETTY CASH**			
E 101-41000-211	Petty Cash		$44.45		general - petty cash
		Total PETTY CASH	$44.45		
Paid Chk# 024063	2/2/2021	**XCEL ENERGY**			
E 101-41000-383	Gas Utilities		$465.07		general - gas usage Feb 2021
		Total XCEL ENERGY	$465.07		
		10100 STATE BANK OF KIMBAL	$2,010.61		

Fund Summary

10100 STATE BANK OF KIMBAL	
101 GENERAL FUND	$1,793.48
601 WATER FUND	$54.72
602 SEWER FUND	$162.41
	$2,010.61

Michael G. Zenzen

City of St. Augusta

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February 2021

		Check Amt	Invoice	Comment
10100 STATE BANK OF KIMBAL				
Paid Chk# 022212E	1/28/2021 **US BANK BLASHACK**			
E 601-49400-212	Motor Fuels	$112.57		water dept - fuel for vehicles
E 602-49450-212	Motor Fuels	$112.57		sewer dept - fuel for vehicles
E 101-41000-200	Office Supplies (GENERAL)	$202.75		general - Office Depot, city hall office supplies
E 101-41000-200	Office Supplies (GENERAL)	$228.88		general - Office Depot, city hall office supplies
E 602-49450-220	Repair/Maint Supply	$103.59		sewer dept - Joes Auto, repair, repair truck
E 601-49400-430	Miscellaneous	$103.59		water dept - Joes Auto, repair truck
E 101-41130-220	Repair/Maint Supply	$103.60		pw dept - Joes Auto, repair
E 101-41130-220	Repair/Maint Supply	$103.58		pw dept - Royal Tire, repairs
E 601-49400-430	Miscellaneous	$103.58		water dept - Royal Tire, repairs
E 602-49450-220	Repair/Maint Supply	$103.58		sewer dept - Royal Tire, repairs
	Total US BANK BLASHACK	$1,278.29		
Paid Chk# 022213E	1/28/2021 **US BANK CORDIE**			
E 101-42270-232	EMS Supplies	$4.12		fire dept - Bound Tree Medical, supplies
E 101-42270-232	EMS Supplies	$28.80		fire dept - Bound Tree Medical, supplies
E 101-42270-232	EMS Supplies	$16.64		fire dept - Henry Shein, supplies
	Total US BANK CORDIE	$49.56		
Paid Chk# 022214E	1/28/2021 **US BANK HOLLERMANN**			
E 101-41130-220	Repair/Maint Supply	$47.06		pw dept - Menards, shop supplies
E 101-41130-212	Motor Fuels	$148.21		pw dept - fuel for city vehicles
E 601-49400-212	Motor Fuels	$74.10		water dept - fuel for city vehicles
E 602-49450-212	Motor Fuels	$74.10		sewer dept - fuel for city vehicles
	Total US BANK HOLLERMANN	$343.47		
Paid Chk# 022215E	1/28/2021 **US BANK KIFFMEYER**			
E 101-41130-212	Motor Fuels	$305.46		pw dept - fuel for city vehicles
E 101-41130-220	Repair/Maint Supply	$65.85		pw dept - Auto Value, shop supplies
E 101-41130-220	Repair/Maint Supply	$109.88		pw dept - Central McGowan, shop supplies
E 101-45200-220	Repair/Maint Supply	$757.53		parks dept - Farmrite, tooth asm, 9x84.17
E 101-41130-220	Repair/Maint Supply	$27.73		pw dept - Midway Iron, supplies
E 101-41130-220	Repair/Maint Supply	$8.48		pw dept - Mimbach, supplies
E 101-41130-220	Repair/Maint Supply	$26.77		pw dept - Northern Tool, supplies
	Total US BANK KIFFMEYER	$1,301.70		
Paid Chk# 022216E	1/28/2021 **US BANK MCCABE**			
E 101-41000-300	support services	$19.98		general - DriCrash, remote backup
	Total US BANK MCCABE	$19.98		
Paid Chk# 022217E	1/28/2021 **US BANK ORTH**			
E 101-41130-220	Repair/Maint Supply	$362.56		pw dept - 2 light stands
	Total US BANK ORTH	$362.56		
Paid Chk# 022218E	1/28/2021 **US BANK RASMUSON**			
E 101-41000-323	Internet	$95.20		general - Midco, city hall internet
E 101-42270-323	Internet	$54.95		fire dept - Arvig, fire hall internet
	Total US BANK RASMUSON	$150.15		
Paid Chk# 022219E	1/28/2021 **US BANK TABATT**			
E 101-42270-206	Association Dues/LMC, APO	$280.00		fire dept - MN Fire Chief Assn, 2 memberships
E 101-42270-232	EMS Supplies	$406.00		fire dept - Harbor Freight, medical masks
E 101-42270-200	Office Supplies (GENERAL)	$180.36		fire dept - Amazon, printer ink

City of St. Augusta

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February 2021

			Check Amt	Invoice	Comment
	Total	**US BANK TABATT**	$866.36		
Paid Chk# 022220E	1/28/2021	**US BANK VOIGT**			
E 101-42270-212	Motor Fuels		$31.35		fire dept - Road Runner Fuel, fuel
E 101-42270-220	Repair/Maint Supply		$345.00		fire dept - Fire Safety, equipmenrt foam system
E 101-42270-220	Repair/Maint Supply		$328.43		fire dept - Northern Tool, supplies
	Total	**US BANK VOIGT**	$704.78		
	10100	**STATE BANK OF KIMBAL**	$5,076.85		

Fund Summary

10100 STATE BANK OF KIMBAL	
101 GENERAL FUND	$4,289.17
601 WATER FUND	$393.84
602 SEWER FUND	$393.84
	$5,076.85

Michael G. Zenzen

City of St. Augusta

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February 2021

			Check Amt	Invoice	Comment
10100 STATE BANK OF KIMBAL					
Paid Chk# 024041	2/2/2021	**AFLAC**			
G 101-21710	Other Deducations		$350.50		g - employee paid insurance
G 601-21710	Other Deducations		$75.54		g - employee paid insurance
G 602-21710	Other Deducations		$75.54		g - employee paid insurance
		Total AFLAC	$501.58		
Paid Chk# 024042	2/2/2021	**CENTER POINT ENERGY**			
E 101-42270-387	Fire Dept Utilities		$385.31		fire dept - gas usage
		Total CENTER POINT ENERGY	$385.31		
Paid Chk# 024043	2/2/2021	**CITY OF ST. CLOUD**			
E 607-41000-206	Association Dues/LMC, APO		$909.00	AR021697	STW - CIMWEA membership
E 601-49400-312	Water/Contract Services		$11,106.66	AR021763	water dept - Dec 20 usage
E 602-49450-313	Sewer/Contract Services		$4,489.93	AR021763	sewer dept - Dec 20 treatment charges
E 602-47000-602	NR2 Project - principal/int		$5,976.64	AR021763	sewer dept - Dec 20 NR2
		Total CITY OF ST. CLOUD	$22,482.23		
Paid Chk# 024044	2/2/2021	**COMPASS MINERALS AMERICA INC**			
E 101-41130-220	Repair/Maint Supply		$1,808.83		pw dept - bulk coarse hwy
		Total COMPASS MINERALS AMERICA INC	$1,808.83		
Paid Chk# 024045	2/2/2021	**COURI & RUPPE PLLP**			
E 101-41000-304	Legal Fees		$315.00		general - general counsel
		Total COURI & RUPPE PLLP	$315.00		
Paid Chk# 024046	2/2/2021	**KNIFE RIVER**			
E 101-41130-220	Repair/Maint Supply		$386.95	823663	pw dept - clean sand
		Total KNIFE RIVER	$386.95		
Paid Chk# 024047	2/2/2021	**MARCO**			
E 101-41000-300	support services		$101.50		general - copier contract
		Total MARCO	$101.50		
Paid Chk# 024048	2/2/2021	**RMB ENVIRONMENTAL**			
E 602-49450-316	Sample Analysis		$223.00	D0009232	sewer dept - WW Effluent
E 602-49450-316	Sample Analysis		$73.00	D0009598	sewer dept - WW Effluent
		Total RMB ENVIRONMENTAL	$296.00		
Paid Chk# 024049	2/2/2021	**STEARNS COUNTY AUDITOR/TREAS**			
E 101-41410-430	Miscellaneous		$109.38	2020-0000007	elections - ballot chargeback
		Total STEARNS COUNTY AUDITOR/TREAS	$109.38		
Paid Chk# 024050	2/2/2021	**STEARNS COUNTY RECORDER**			
E 101-41000-430	Miscellaneous		$46.00		general - recording a document
		Total STEARNS COUNTY RECORDER	$46.00		
Paid Chk# 024051	2/2/2021	**STEARNS ELECTRIC ASSOCIATION**			
E 101-42270-387	Fire Dept Utilities		$240.19		fire dept - fire hall
E 101-45200-381	Electric Utilities		$39.02		parks dept - HLP
E 101-41000-381	Electric Utilities		$164.96		general - city hall
E 101-42270-387	Fire Dept Utilities		$53.41		fire dept - fire hydrant
E 101-41000-381	Electric Utilities		$38.00		general - 2 meters
E 602-49450-381	Electric Utilities		$242.80		sewer dept - lift station 1
E 101-41000-381	Electric Utilities		$41.64		general - city hall

City of St. Augusta

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February 2021

			Check Amt	Invoice	Comment
E 101-41000-381	Electric Utilities		$9.75		general - street light
E 602-49450-381	Electric Utilities		$72.18		sewer dept - lift station 2
E 605-43160-380	Utility Services (GENERAL)		$90.75		EU - Emerald Ponds
E 101-45200-381	Electric Utilities		$50.68		parks dept - KP
E 605-43160-380	Utility Services (GENERAL)		$124.50		EU - Blackberry Farms
E 605-43160-380	Utility Services (GENERAL)		$108.00		EU - Emerald Ponds
E 101-41000-381	Electric Utilities		$114.91		general - State Hwy 15 light
E 602-49450-381	Electric Utilities		$27.75		sewer dept - lift station
E 101-41000-381	Electric Utilities		$31.25		general - Lion's Sign
E 601-49400-381	Electric Utilities		$25.74		water dept - flow meter
E 101-45200-381	Electric Utilities		$60.99		parks dept - HLP shelter
Total	**STEARNS ELECTRIC ASSOCIATION**		$1,536.52		
Paid Chk# 024052	2/2/2021	**TRAUT COMPANIES**			
E 601-49400-316	Sample Analysis		$50.00		water dept - sample #'s 210014 & 210015
Total	**TRAUT COMPANIES**		$50.00		
Paid Chk# 024053	2/2/2021	**TRI-COUNTY HUMANE SOCIETY**			
E 101-41000-625	Animal Impound		$150.00		general - 4th qtr 2020 boarding
Total	**TRI-COUNTY HUMANE SOCIETY**		$150.00		
Paid Chk# 024054	2/2/2021	**WEST CENTRAL SANITATION**			
E 101-41000-384	Refuse/Garbage Disposal		$164.54		general - garbage service
E 101-42270-384	Refuse/Garbage Disposal		$28.15		fire dept - garbage service
Total	**WEST CENTRAL SANITATION**		$192.69		
Paid Chk# 024055	2/2/2021	**WORKMED MIDWEST PA**			
E 101-41130-430	Miscellaneous		$50.00	00030755-00	pw dept - consortium fees
Total	**WORKMED MIDWEST PA**		$50.00		
10100	**STATE BANK OF KIMBAL**		$28,411.99		

Fund Summary

10100 STATE BANK OF KIMBAL	
101 GENERAL FUND	$4,740.96
601 WATER FUND	$11,257.94
602 SEWER FUND	$11,180.84
605 LIGHTING UTILITY	$323.25
607 STORMWATER UTILITY	$909.00
	$28,411.99

Michael G. Zenzen

	General Fund	CIP Fund	Debt Service	SAC/WAC Fund	Water Fund	Sewer Fund	Storm Water	Sewer Debt	Street Light	Monthly Totals
Cash Balance 12/31/2020(un-audited	$ 1,190,307	$ 1,981,647.10	$ 81,146	$ 652,562	$ (9,448)	$ (25,159)	$ 64,319	$ 107,521	$ 4,066	$ 4,046,961
Receipts January 2021	$ 21,112	$ 29,248.76	$ 1,664	$ 29,963	$ 20,565	$ 24,939	$ 9,570	$ 778	$ 402	$ 138,242
Ex. January 2021	$ 90,395	$ 2,688.91	$ 495		$ 45,943	$ 65,987	$ 883		$ 323	$ 206,716
Receipts February 2021										$ -
Ex. February 2021	$ 10,473				$ 14,196	$ 24,728	$ 909		$ 323	$ 50,630
Receipts March 2021										$ -
Ex. March 2021										$ -
Receipts April 2021										$ -
Ex. April 2021										$ -
Receipts May 2021										$ -
Ex. May 2021										$ -
Receipts June 2021										$ -
Ex. June 2021										$ -
Receipts July 2021										$ -
Ex. July 2021										$ -
Receipts August 2021										$ -
Ex. August 2021										$ -
Receipts September 2021										$ -
Ex. September 2021										$ -
Receipts October 2021										$ -
Ex. October 2021										$ -
Receipts November 2021										$ -
Ex. November 2021										$ -
Receipts December 2021										$ -
Ex. December 2021										$ -
Cash Balance	$ 1,110,550	$ 2,008,206.95	$ 82,315	$ 682,525	$ (49,022)	$ (90,935)	$ 72,096	$ 108,299	$ 3,821	$ 3,927,858

2020 CIP Breakdown	Unallocated	Admin	Park	Streets	Fire	Total
Beginning Balance -12/31/2020						
Un-Audited	$486,590.90	$52,087.06	$763,109.34	$643,560.55	$36,299.25	$1,981,647.10
Wildland Fire Gear					$ (2,688.91)	($2,688.91)
January Sales Tax			$ 10,642.67	$ 10,642.67		$21,285.34
January Property Tax				$ 6,209.86	$ 1,182.82	$7,392.68
January Cable Franchise Fees		$ 570.74				$570.74
						$0.00
						$0.00
						$0.00
						$0.00
						$0.00
						$0.00
						$0.00
						$0.00
						$0.00
						$0.00
						$0.00
						$0.00
						$0.00
						$0.00
						$0.00
						$0.00
Totals	$486,590.90	$52,657.80	$773,752.01	$660,413.08	$34,793.16	$2,008,206.95

Unallocated - Reserved

Eagle Drive	$ 17,912.00
215th Street	$ 53,375.50
Trails (Sales Tax Specific)	$ 95,500.00

	2021	Spent/Received	% of Budget	Remaining Amount
Revenues	**Budget**	**As of Feb. 2, 2021**	**Spent**	
General Fund	$856,568	$ 21,112	2.46%	$835,456
Capital Improvement Fund	$738,086	$ 29,249	3.96%	$708,837
Water Fund	$321,922	$ 20,565	6.39%	$301,357
Sewer Fund	$541,850	$ 24,939	4.60%	$516,911
Sewer Debt Fund	$12,500	$ 778	6.23%	$11,722
Street Light Fund	$4,500	$ 402	8.92%	$4,098
WAC/SAC Improvement Fur	$98,968	$ 29,963	30.28%	$69,005
Debt Service	$89,434	$ 1,664	1.86%	$87,770
Storm Water	$50,000	$ 9,570	19.14%	$40,430
Total Revenues	$2,713,828	$ 138,242	5.09%	$2,575,586
Expenditures				
General Fund	$858,511	$ 100,868	11.75%	$757,643
Capital Improvement Fund	$703,000	$ 2,689	0.38%	$700,311
Water Fund	$322,343	$ 60,139	18.66%	$262,204
Sewer Fund	$542,271	$ 90,715	16.73%	$451,556
Storm Water Utility Fund	$26,071	$ 1,792	6.87%	$24,279
Street Light Fund	$4,380	$ 647	14.76%	$3,734
WAC/SAC Improvement Fur	$288,702		0.00%	$288,702
Debt Service	$36,495	$ 495	1.36%	$36,000
Total Expenditures	$2,781,773	$ 257,345	9.25%	$2,524,428

General Fund				
	2021	Spent	% of Budget	Remaining Amount
	Budget	As of Feb. 2, 2021	Spent	
Administration	$ 305,062	$ 19,614	6.43%	$ 285,448
Council	$ 28,113	$ -	0.00%	$ 28,113
Boards and Commissions	$ 3,500	$ -	0.00%	$ 3,500
Building Inspection	$ 59,800	$ 35,682	59.67%	$ 24,118
Elections	$ 2,700	$ 1,919	71.09%	$ 781
Fire	$ 180,240	$ 8,092	4.49%	$ 172,148
Streets	$ 202,333	$ 33,529	16.57%	$ 168,804
Parks	$ 76,763	$ 2,032	2.65%	$ 74,731
Total General Fund	$ 858,511	$ 100,868	11.75%	$ 757,643

LG220 Application for Exempt Permit

An exempt permit may be issued to a nonprofit organization that:

- conducts lawful gambling on five or fewer days, and
- awards less than $50,000 in prizes during a calendar year.

If total raffle prize value for the calendar year will be $1,500 or less, contact the Licensing Specialist assigned to your county by calling 651-539-1900.

Application Fee (non-refundable)

Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is **$100**; otherwise the fee is **$150**.

Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

ORGANIZATION INFORMATION

Organization Name: St. Mary Help of Christians Church

Previous Gambling Permit Number: X-73003-20-046

Minnesota Tax ID Number, if any: 8340039

Federal Employer ID Number (FEIN), if any: _____

Mailing Address: 24588 County Road 7

City: St. Augusta State: MN Zip: 56301 County: Stearns

Name of Chief Executive Officer (CEO): Fr. Matthew Crane

CEO Daytime Phone: 320-252-1799 CEO Email: _____

(permit will be emailed to this email address unless otherwise indicated below)

Email permit to (if other than the CEO): shellyg@smhoc.org

NONPROFIT STATUS

Type of Nonprofit Organization (check one):

☐ Fraternal ☑ Religious ☐ Veterans ☐ Other Nonprofit Organization

Attach a copy of one of the following showing proof of nonprofit status:

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

☑ **A current calendar year Certificate of Good Standing**
Don't have a copy? Obtain this certificate from:
MN Secretary of State, Business Services Division
60 Empire Drive, Suite 100
St. Paul, MN 55103

Secretary of State website, phone numbers:
www.sos.state.mn.us
651-296-2803, or toll free 1-877-551-6767

☐ **IRS income tax exemption (501(c)) letter in your organization's name**
Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.

☐ **IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)**
If your organization falls under a parent organization, attach copies of both of the following:
1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and
2. the charter or letter from your parent organization recognizing your organization as a subordinate.

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): St. Mary Help of Christians Church

Physical Address (do not use P.O. box): 24588 County Road 7

Check one:

☑ City: St. Augusta Zip: 56301 County: Stearns

☐ Township: _____ Zip: _____ County: _____

Date(s) of activity (for raffles, indicate the date of the drawing): _____

Check each type of gambling activity that your organization will conduct:

☑ Bingo ☐ Paddlewheels ☑ Pull-Tabs ☐ Tipboards ☑ Raffle

Gambling equipment for bingo paper, bingo boards, raffle boards, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo ball selection devices may be borrowed from another organization authorized to conduct bingo. To find a licensed distributor, go to ***www.mn.gov/gcb*** and click on ***Distributors*** under the ***List of Licensees*** tab, or call 651-539-1900.

ST. AUGUSTA ACTIVITY

January 2021

TOTAL HOURS: 42.75

(*SEE ATTACHED ACTIVITY LIST FOR DETAILS*)

ALL CALLS - JANUARY 2021

City	Date_Received	Call_Number	Complaint	Description
ST AUGUSTA	01/29/2021 12:22:21	21008547	911A	911 ABANDONED CALL
ST AUGUSTA	01/08/2021 04:03:36	21001888	AL	ALARM
ST AUGUSTA	01/04/2021 09:37:17	21000797	ALFALSE	FALSE ALARM
ST AUGUSTA	01/28/2021 23:42:17	21008417	ALFALSE	FALSE ALARM
ST AUGUSTA	01/29/2021 18:16:22	21008659	ANI	ANIMAL COMPLAINT
ST AUGUSTA	01/02/2021 23:27:56	21000501	ASLT	ASSAULT
ST AUGUSTA	01/03/2021 10:08:42	21000575	ASSTA	AGENCY ASSIST
ST AUGUSTA	01/14/2021 19:18:08	21003981	ASSTA	AGENCY ASSIST
ST AUGUSTA	01/14/2021 19:31:26	21003985	ASSTA	AGENCY ASSIST
ST AUGUSTA	01/15/2021 20:04:51	21004380	ASSTA	AGENCY ASSIST
ST AUGUSTA	01/22/2021 15:32:59	21006472	ASSTP	PERSONAL ASSIST
ST AUGUSTA	01/04/2021 06:40:58	21000770	ASSTP	PERSONAL ASSIST
ST AUGUSTA	01/09/2021 15:10:41	21002317	ASSTP	PERSONAL ASSIST
ST AUGUSTA	01/02/2021 20:42:09	21000442	CIVIL	CIVIL MATTER
ST AUGUSTA	01/18/2021 15:34:34	21005114	CIVIL	CIVIL MATTER
ST AUGUSTA	01/18/2021 23:02:30	21005217	CONTR	CONTRACT
ST AUGUSTA	01/19/2021 12:37:56	21005359	CONTR	CONTRACT
ST AUGUSTA	01/19/2021 19:06:05	21005492	CONTR	CONTRACT
ST AUGUSTA	01/20/2021 04:15:45	21005600	CONTR	CONTRACT
ST AUGUSTA	01/15/2021 18:57:22	21004363	CONTR	CONTRACT
ST AUGUSTA	01/21/2021 00:55:06	21005932	CONTR	CONTRACT
ST AUGUSTA	01/17/2021 04:43:16	21004767	CONTR	CONTRACT
ST AUGUSTA	01/18/2021 00:14:00	21004962	CONTR	CONTRACT
ST AUGUSTA	01/14/2021 23:25:32	21004054	CONTR	CONTRACT
ST AUGUSTA	01/15/2021 03:49:03	21004103	CONTR	CONTRACT
ST AUGUSTA	01/16/2021 04:58:31	21004494	CONTR	CONTRACT
ST AUGUSTA	01/23/2021 01:43:39	21006643	CONTR	CONTRACT
ST AUGUSTA	01/22/2021 03:57:14	21006295	CONTR	CONTRACT
ST AUGUSTA	01/25/2021 10:45:23	21007244	CONTR	CONTRACT
ST AUGUSTA	01/25/2021 19:00:17	21007402	CONTR	CONTRACT
ST AUGUSTA	01/26/2021 02:42:54	21007486	CONTR	CONTRACT
ST AUGUSTA	01/27/2021 21:25:44	21008056	CONTR	CONTRACT
ST AUGUSTA	01/28/2021 01:49:05	21008096	CONTR	CONTRACT
ST AUGUSTA	01/28/2021 13:44:32	21008218	CONTR	CONTRACT
ST AUGUSTA	01/04/2021 00:15:52	21000735	CONTR	CONTRACT
ST AUGUSTA	01/03/2021 00:47:52	21000523	CONTR	CONTRACT
ST AUGUSTA	01/03/2021 00:59:38	21000530	CONTR	CONTRACT
ST AUGUSTA	01/01/2021 01:45:05	21000043	CONTR	CONTRACT
ST AUGUSTA	01/02/2021 11:01:05	21000325	CONTR	CONTRACT
ST AUGUSTA	01/04/2021 23:57:37	21001003	CONTR	CONTRACT
ST AUGUSTA	01/05/2021 02:57:46	21001025	CONTR	CONTRACT
ST AUGUSTA	01/06/2021 08:14:42	21001354	CONTR	CONTRACT
ST AUGUSTA	01/08/2021 10:00:58	21001933	CONTR	CONTRACT
ST AUGUSTA	01/09/2021 04:56:38	21002226	CONTR	CONTRACT
ST AUGUSTA	01/09/2021 08:00:04	21002243	CONTR	CONTRACT
ST AUGUSTA	01/07/2021 18:50:02	21001825	CONTR	CONTRACT
ST AUGUSTA	01/10/2021 01:50:05	21002458	CONTR	CONTRACT
ST AUGUSTA	01/10/2021 14:00:09	21002540	CONTR	CONTRACT
ST AUGUSTA	01/11/2021 08:30:36	21002733	CONTR	CONTRACT
ST AUGUSTA	01/12/2021 02:56:58	21003018	CONTR	CONTRACT
ST AUGUSTA	01/12/2021 22:52:52	21003309	CONTR	CONTRACT
ST AUGUSTA	01/13/2021 21:48:09	21003682	CONTR	CONTRACT
ST AUGUSTA	01/14/2021 02:00:01	21003732	CONTR	CONTRACT
ST AUGUSTA	01/30/2021 04:30:42	21008774	CONTR	CONTRACT
ST AUGUSTA	01/29/2021 13:37:13	21008566	CONTR	CONTRACT
ST AUGUSTA	01/31/2021 02:01:45	21009053	CONTR	CONTRACT
ST AUGUSTA	01/29/2021 00:45:21	21008437	CONTR	CONTRACT
ST AUGUSTA	01/30/2021 12:01:56	21008830	CRASH	ACCIDENT
ST AUGUSTA	01/09/2021 17:27:12	21002343	CRASH	ACCIDENT

City	Date_Received	Call_Number	Complaint	Description
ST AUGUSTA	01/06/2021 12:09:10	21001403	CRASH	ACCIDENT
ST AUGUSTA	01/04/2021 19:18:52	21000951	CRASH	ACCIDENT
ST AUGUSTA	01/22/2021 17:03:35	21006503	CRASH	ACCIDENT
ST AUGUSTA	01/22/2021 09:00:30	21006320	DANCOV	DANCO VIOLATION
ST AUGUSTA	01/25/2021 00:02:02	21007105	DOORCHK	DOOR CHECK(S)
ST AUGUSTA	01/25/2021 00:19:01	21007108	DOORCHK	DOOR CHECK(S)
ST AUGUSTA	01/18/2021 00:16:17	21004966	DOORCHK	DOOR CHECK(S)
ST AUGUSTA	01/17/2021 01:55:54	21004749	DOORCHK	DOOR CHECK(S)
ST AUGUSTA	01/17/2021 02:16:14	21004755	DOORCHK	DOOR CHECK(S)
ST AUGUSTA	01/06/2021 01:31:35	21001305	DOORCHK	DOOR CHECK(S)
ST AUGUSTA	01/06/2021 01:45:30	21001306	DOORCHK	DOOR CHECK(S)
ST AUGUSTA	01/31/2021 04:06:38	21009068	DOORCHK	DOOR CHECK(S)
ST AUGUSTA	01/11/2021 18:53:54	21002924	DPAT	DIRECTED PATROL
ST AUGUSTA	01/01/2021 14:47:23	21000135	DRIVE	DRIVING COMPLAINT
ST AUGUSTA	01/03/2021 03:59:22	21000556	DWI	DRUNK DRIVER ARREST
ST AUGUSTA	01/12/2021 21:55:37	21003292	DWI	DRUNK DRIVER ARREST
ST AUGUSTA	01/24/2021 00:15:32	21006879	DWI	DRUNK DRIVER ARREST
ST AUGUSTA	01/22/2021 02:04:54	21006287	EMES	EMERGENCY MESSAGE
ST AUGUSTA	01/22/2021 15:23:57	21006466	FUP	FOLLOW UP
ST AUGUSTA	01/03/2021 13:02:08	21000598	FUP	FOLLOW UP
ST AUGUSTA	01/29/2021 09:24:14	21008504	FUP	FOLLOW UP
ST AUGUSTA	01/09/2021 21:33:50	21002401	FWORKS	FIREWORKS COMPLAINT
ST AUGUSTA	01/22/2021 18:24:25	21006534	HAZ	HAZARD
ST AUGUSTA	01/11/2021 12:40:05	21002796	IDTHEFT	IDENTITY THEFT
ST AUGUSTA	01/13/2021 01:45:48	21003345	INFO	MATTER OF INFORMATION
ST AUGUSTA	01/13/2021 17:16:18	21003591	INFO	MATTER OF INFORMATION
ST AUGUSTA	01/09/2021 11:54:19	21002278	INFO	MATTER OF INFORMATION
ST AUGUSTA	01/20/2021 10:26:20	21005694	INFO	MATTER OF INFORMATION
ST AUGUSTA	01/14/2021 00:52:40	21003724	K9TRAIN	CANINE TRAINING
ST AUGUSTA	01/12/2021 07:15:11	21003042	MA	MOTORIST ASSIST
ST AUGUSTA	01/21/2021 15:53:16	21006148	MED	MEDICAL EMERGENCY
ST AUGUSTA	01/21/2021 04:52:01	21005967	MED	MEDICAL EMERGENCY
ST AUGUSTA	01/20/2021 19:21:01	21005860	MED	MEDICAL EMERGENCY
ST AUGUSTA	01/23/2021 16:22:25	21006750	MED	MEDICAL EMERGENCY
ST AUGUSTA	01/14/2021 09:13:32	21003781	MEETING	ATTEND MEETING
ST AUGUSTA	01/22/2021 18:05:24	21006521	PAPSV	PAPER SERVICE
ST AUGUSTA	01/25/2021 18:54:00	21007398	PAPSV	PAPER SERVICE
ST AUGUSTA	01/27/2021 17:32:03	21007997	PAPSV	PAPER SERVICE
ST AUGUSTA	01/27/2021 17:40:56	21008000	PAPSV	PAPER SERVICE
ST AUGUSTA	01/25/2021 01:50:47	21007124	PARKPAT	PARK PATROL
ST AUGUSTA	01/21/2021 01:57:04	21005947	PARKPAT	PARK PATROL
ST AUGUSTA	01/13/2021 00:30:30	21003331	PARKPAT	PARK PATROL
ST AUGUSTA	01/25/2021 01:01:03	21007115	PARKV	PARKING VIOLATION
ST AUGUSTA	01/09/2021 18:12:46	21002358	PERD	ISSUE DEER PERMIT
ST AUGUSTA	01/01/2021 13:00:34	21000115	PHONECALL	PHONE CALL
ST AUGUSTA	01/10/2021 08:58:21	21002491	RW	REPORT WRITING
ST AUGUSTA	01/22/2021 08:26:11	21006313	RW	REPORT WRITING
ST AUGUSTA	01/29/2021 09:29:50	21008506	RW	REPORT WRITING
ST AUGUSTA	01/31/2021 10:13:50	21009102	RW	REPORT WRITING
ST AUGUSTA	01/26/2021 15:38:33	21007644	STALL	STALLED VEHICLE
ST AUGUSTA	01/20/2021 10:16:24	21005685	STOLENV	STOLEN VEHICLE
ST AUGUSTA	01/21/2021 15:45:52	21006146	STOLENVR	STOLEN VEHICLE RECOVERY
ST AUGUSTA	01/12/2021 20:27:31	21003269	SUSA	SUSPICIOUS ACTIVITY
ST AUGUSTA	01/09/2021 11:32:34	21002272	SUSV	SUSPICIOUS VEHICLE
ST AUGUSTA	01/05/2021 08:48:29	21001056	THEFTV	THEFT FROM VEHICLE
ST AUGUSTA	01/26/2021 10:58:35	21007556	TOW	TOWED VEHICLE
ST AUGUSTA	01/26/2021 18:01:28	21007693	TRAFFIC STOP	TRAFFIC STOP
ST AUGUSTA	01/26/2021 19:03:15	21007715	TRAFFIC STOP	TRAFFIC STOP
ST AUGUSTA	01/26/2021 21:46:58	21007746	TRAFFIC STOP	TRAFFIC STOP
ST AUGUSTA	01/26/2021 22:11:30	21007755	TRAFFIC STOP	TRAFFIC STOP
ST AUGUSTA	01/27/2021 04:09:19	21007815	TRAFFIC STOP	TRAFFIC STOP
ST AUGUSTA	01/28/2021 17:10:22	21008319	TRAFFIC STOP	TRAFFIC STOP
ST AUGUSTA	01/22/2021 17:08:11	21006506	TRAFFIC STOP	TRAFFIC STOP

City	Date_Received	Call_Number	Complaint	Description
ST AUGUSTA	01/22/2021 17:14:46	21006509	TRAFFIC STOP	TRAFFIC STOP
ST AUGUSTA	01/22/2021 17:21:30	21006511	TRAFFIC STOP	TRAFFIC STOP
ST AUGUSTA	01/22/2021 17:31:07	21006513	TRAFFIC STOP	TRAFFIC STOP
ST AUGUSTA	01/24/2021 16:11:37	21007011	TRAFFIC STOP	TRAFFIC STOP
ST AUGUSTA	01/22/2021 20:40:13	21006565	TRAFFIC STOP	TRAFFIC STOP
ST AUGUSTA	01/22/2021 16:57:33	21006500	TRAFFIC STOP	TRAFFIC STOP
ST AUGUSTA	01/19/2021 21:58:11	21005540	TRAFFIC STOP	TRAFFIC STOP
ST AUGUSTA	01/15/2021 21:59:28	21004410	TRAFFIC STOP	TRAFFIC STOP
ST AUGUSTA	01/18/2021 00:29:57	21004969	TRAFFIC STOP	TRAFFIC STOP
ST AUGUSTA	01/17/2021 16:42:46	21004857	TRAFFIC STOP	TRAFFIC STOP
ST AUGUSTA	01/16/2021 05:12:22	21004497	TRAFFIC STOP	TRAFFIC STOP
ST AUGUSTA	01/16/2021 20:12:47	21004632	TRAFFIC STOP	TRAFFIC STOP
ST AUGUSTA	01/16/2021 23:50:44	21004719	TRAFFIC STOP	TRAFFIC STOP
ST AUGUSTA	01/17/2021 00:11:41	21004726	TRAFFIC STOP	TRAFFIC STOP
ST AUGUSTA	01/15/2021 07:03:13	21004123	TRAFFIC STOP	TRAFFIC STOP
ST AUGUSTA	01/06/2021 15:16:26	21001448	TRAFFIC STOP	TRAFFIC STOP
ST AUGUSTA	01/06/2021 15:31:17	21001452	TRAFFIC STOP	TRAFFIC STOP
ST AUGUSTA	01/07/2021 00:53:29	21001603	TRAFFIC STOP	TRAFFIC STOP
ST AUGUSTA	01/09/2021 11:35:51	21002273	TRAFFIC STOP	TRAFFIC STOP
ST AUGUSTA	01/09/2021 11:55:08	21002277	TRAFFIC STOP	TRAFFIC STOP
ST AUGUSTA	01/02/2021 12:01:25	21000334	TRAFFIC STOP	TRAFFIC STOP
ST AUGUSTA	01/02/2021 16:11:33	21000375	TRAFFIC STOP	TRAFFIC STOP
ST AUGUSTA	01/03/2021 21:12:48	21000707	TRAFFIC STOP	TRAFFIC STOP
ST AUGUSTA	01/03/2021 21:36:37	21000712	TRAFFIC STOP	TRAFFIC STOP
ST AUGUSTA	01/03/2021 22:40:23	21000722	TRAFFIC STOP	TRAFFIC STOP
ST AUGUSTA	01/12/2021 15:37:13	21003190	TRAFFIC STOP	TRAFFIC STOP
ST AUGUSTA	01/12/2021 15:54:56	21003197	TRAFFIC STOP	TRAFFIC STOP
ST AUGUSTA	01/13/2021 17:47:54	21003602	TRAFFIC STOP	TRAFFIC STOP
ST AUGUSTA	01/13/2021 17:50:29	21003603	TRAFFIC STOP	TRAFFIC STOP
ST AUGUSTA	01/10/2021 11:30:24	21002514	TRAFFIC STOP	TRAFFIC STOP
ST AUGUSTA	01/10/2021 11:40:56	21002516	TRAFFIC STOP	TRAFFIC STOP
ST AUGUSTA	01/11/2021 14:04:48	21002823	TRAFFIC STOP	TRAFFIC STOP
ST AUGUSTA	01/11/2021 16:12:37	21002868	TRAFFIC STOP	TRAFFIC STOP
ST AUGUSTA	01/11/2021 16:26:01	21002874	Traffic Stop	TRAFFIC STOP
ST AUGUSTA	01/11/2021 16:33:26	21002878	TRAFFIC STOP	TRAFFIC STOP
ST AUGUSTA	01/11/2021 20:30:31	21002944	TRAFFIC STOP	TRAFFIC STOP
ST AUGUSTA	01/11/2021 21:55:25	21002969	TRAFFIC STOP	TRAFFIC STOP
ST AUGUSTA	01/12/2021 02:48:47	21003016	TRAFFIC STOP	TRAFFIC STOP
ST AUGUSTA	01/29/2021 16:05:33	21008609	TRAFFIC STOP	TRAFFIC STOP
ST AUGUSTA	01/30/2021 21:38:02	21008967	TRAFFIC STOP	TRAFFIC STOP
ST AUGUSTA	01/29/2021 00:47:20	21008438	TRAFFIC STOP	TRAFFIC STOP
ST AUGUSTA	01/29/2021 00:35:20	21008430	TRAFFIC STOP	TRAFFIC STOP
ST AUGUSTA	01/20/2021 17:09:54	21005812	VDITCH	VEHICLE IN THE DITCH
ST AUGUSTA	01/12/2021 14:48:56	21003169	XPAT	EXTRA PATROL

CONTRACT DATES - JANUARY 2021

Actual_Incid_City	Date_Received	Comp	Call_Number	Complaint	First_Unit
ST AUGUSTA	01/01/2021 01:45:05	02:45:36	21000043	CONTR	2558
ST AUGUSTA	01/02/2021 11:01:05	12:07:09	21000325	CONTR	2547
ST AUGUSTA	01/03/2021 00:47:52	02:22:03	21000523	CONTR	2561K9
ST AUGUSTA	01/03/2021 00:59:38	06:10:00	21000530	CONTR	2512
ST AUGUSTA	01/04/2021 00:15:52	02:02:28	21000735	CONTR	2584
ST AUGUSTA	01/04/2021 23:57:37	00:58:28	21001003	CONTR	2551
ST AUGUSTA	01/05/2021 02:57:46	03:59:00	21001025	CONTR	2577
ST AUGUSTA	01/06/2021 08:14:42	09:15:42	21001354	CONTR	2544
ST AUGUSTA	01/07/2021 18:50:02	19:50:07	21001825	CONTR	2543
ST AUGUSTA	01/08/2021 10:00:58	11:01:36	21001933	CONTR	2542
ST AUGUSTA	01/09/2021 04:56:38	05:56:45	21002226	CONTR	2552
ST AUGUSTA	01/09/2021 08:00:04	09:01:53	21002243	CONTR	2542
ST AUGUSTA	01/10/2021 01:50:05	02:24:03	21002458	CONTR	2515
ST AUGUSTA	01/10/2021 14:00:09	15:51:44	21002540	CONTR	2542
ST AUGUSTA	01/11/2021 08:30:36	09:30:34	21002733	CONTR	2567
ST AUGUSTA	01/12/2021 02:56:58	03:58:53	21003018	CONTR	2577
ST AUGUSTA	01/12/2021 22:52:52	23:53:32	21003309	CONTR	2561K9
ST AUGUSTA	01/13/2021 21:48:09	23:10:22	21003682	CONTR	2561K9
ST AUGUSTA	01/14/2021 02:00:01	03:30:34	21003732	CONTR	2564
ST AUGUSTA	01/14/2021 23:25:32	00:25:32	21004054	CONTR	2586
ST AUGUSTA	01/15/2021 03:49:03	04:51:01	21004103	CONTR	2565
ST AUGUSTA	01/15/2021 18:57:22	20:02:03	21004363	CONTR	2555
ST AUGUSTA	01/16/2021 04:58:31	04:59:02	21004494	CONTR	2515
ST AUGUSTA	01/17/2021 04:43:16	05:46:57	21004767	CONTR	2552
ST AUGUSTA	01/18/2021 00:14:00	01:17:09	21004962	CONTR	2565
ST AUGUSTA	01/18/2021 23:02:30	00:02:50	21005217	CONTR	2578
ST AUGUSTA	01/19/2021 12:37:56	13:39:40	21005359	CONTR	2579
ST AUGUSTA	01/19/2021 19:06:05	20:07:58	21005492	CONTR	2543
ST AUGUSTA	01/20/2021 04:15:45	05:41:33	21005600	CONTR	2552
ST AUGUSTA	01/21/2021 00:55:06	01:57:41	21005932	CONTR	2577
ST AUGUSTA	01/22/2021 03:57:14	05:00:17	21006295	CONTR	2586
ST AUGUSTA	01/23/2021 01:43:39	02:44:54	21006643	CONTR	2577
ST AUGUSTA	01/25/2021 10:45:23	11:45:30	21007244	CONTR	2574
ST AUGUSTA	01/25/2021 19:00:17	20:06:33	21007402	CONTR	2540K9
ST AUGUSTA	01/26/2021 02:42:54	03:46:45	21007486	CONTR	2552
ST AUGUSTA	01/27/2021 21:25:44	22:26:24	21008056	CONTR	2555
ST AUGUSTA	01/28/2021 01:49:05	02:49:45	21008096	CONTR	2552
ST AUGUSTA	01/28/2021 13:44:32	14:45:30	21008218	CONTR	2544
ST AUGUSTA	01/29/2021 00:45:21	01:58:27	21008437	CONTR	2585
ST AUGUSTA	01/29/2021 13:37:13	14:48:30	21008566	CONTR	2548
ST AUGUSTA	01/30/2021 04:30:42	05:33:53	21008774	CONTR	2586
ST AUGUSTA	01/31/2021 02:01:45	03:05:06	21009053	CONTR	2584

Actual_Incid_City	Call_Number	Unit	Date_Received	Complete	Narrative
ST AUGUSTA	21000043	2558	01/01/2021 01:45:05	01/01/2021 02:45:36	[01/01/2021 02:45:31 : MOB : 2558] -0145-START OF CONTRACT -0145-0245-PATROLLED RES AND BUSINESS AREAS -LOTS OF HOUSE PARTIES FOR THE HOLIDAY -0245-END OF CONTRACT TOTAL TIME OF CONTRACT - 1 HOUR
ST AUGUSTA	21000325	2547	01/02/2021 11:01:05	01/02/2021 12:07:09	[01/02/2021 11:57:37 : MOB : 2547] WELLS 1100-1130 -CHECKED AREAS AROUND LUX -NEIGHBORHOODS -BUSINESSES -230TH ST -GARDEN HILLS -FIRE HALL AREAS 1130-1200 -CHECKED TOWNSITE -NEIGHBORHOODS -BUSINESSES -EMERALD PONDS -ONE HR COMPLETE
ST AUGUSTA	21000523	2561K9	01/03/2021 00:47:52	01/03/2021 02:22:03	[01/03/2021 02:21:37 : MOB : 2561K9] 1 hour contract
ST AUGUSTA	21000530	2512	01/03/2021 00:59:38	01/03/2021 06:10:00	[01/03/2021 06:09:56 : MOB : 2564] POPP -prior to contract I was dispatched to an aslt that occured on 18th AV in St Augusta. I spent the entire length of the contract on the aslt call. [01/03/2021 01:03:21 : pos18 : 01HJJallow] PENDING FOR 2512
ST AUGUSTA	21000735	2584	01/04/2021 00:15:52	01/04/2021 02:02:28	[01/04/2021 01:55:19 : MOB : 2561K9] -KIFFMEYER PARK ALL GOOD, CITY HALL [01/04/2021 01:53:21 : MOB : 2561K9] CHECKED AUGUSTA AUTO BODY, GAS STATION IN TOWN, BARS, CHURCH, CO RD 7, BANK, CEDAR POINTE APARTMENTS,

Actual_Incid_City	Call_Number	Unit	Date_Received	Complete	Narrative
ST AUGUSTA	21001003	2551	01/04/2021 23:57:37	01/05/2021 00:58:28	[01/05/2021 00:58:24 : MOB : 2551] SALFER - 1 HOUR CONTRACT COMPLETE. 2357 TO 0057. - PATROLLED CITY STREETS/NEIGHBORHOODS, COUNTY ROADS. - NOTHING TO REPORT
ST AUGUSTA	21001025	2577	01/05/2021 02:57:46	01/05/2021 03:59:00	[01/05/2021 03:58:55 : MOB : 2577] OKERSTROM -STARTED 0257, ENDED 0357, 1 HOUR -PATROLLED ST AUGUSTA
ST AUGUSTA	21001354	2544	01/06/2021 08:14:42	01/06/2021 09:15:42	
ST AUGUSTA	21001825	2543	01/07/2021 18:50:02	01/07/2021 19:50:07	[01/07/2021 19:47:58 : MOB : 2543] BAROS -1 HR CONTRACT COMPLETED. -PATROLLED RESIDENTIAL AND BUSINESS AREAS. -LIGHT TRAFFIC.
ST AUGUSTA	21001933	2542	01/08/2021 10:00:58	01/08/2021 11:01:36	[01/08/2021 10:59:20 : MOB : 2542] BRETH -CONTRACT TIME 1000-1101 -PATROLLED BUSINESS AREA ON 67TH AV, SOME RESIDENTIAL AREAS, CO RD 136, CO RD 115, DELUX BUSINESS CENTER, HWY 15, LUX AREA -PARKED AT DELUX FOR A BIT TO MONITOR SB HWY 15 TRAFFIC FOR POSSIBLE KIDNAPPING SUSPECT IN ST CLOUD -TOTAL TIME ON CONTRACT = 1 HR
ST AUGUSTA	21002226	2552	01/09/2021 04:56:38	01/09/2021 05:56:45	[01/09/2021 05:54:26 : MOB : 2552] ROMSTAD 2552 -PATROLLED BUSINESS AND RESIDENTIAL AREAS -ALL APPEARED NORMAL -TOTAL TIME OF CONTRACT 1 HOUR

Actual_Incid_City	Call_Number	Unit	Date_Received	Complete	Narrative
ST AUGUSTA	21002243	2542	01/09/2021 08:00:04	01/09/2021 09:01:53	[01/09/2021 08:59:30 : MOB : 2542] BRETH -CONTRACT TIME 0800-0901 -PATROLLED DOWNTOWN AREA, CR 7, CR 141, RIDGEVIEW DR, 230TH ST, 43RD AV, FIREHALL, CITY PARK, CR 136, DELUX BUSINESS AREA, BUSINESS AREA ON 67TH AVE -NOT MUCH FOR TRAFFIC, A COUPLE WALKERS, HEAVY FOG -TOTAL TIME ON CONTRACT = 1 HR
ST AUGUSTA	21002458	2515	01/10/2021 01:50:05	01/10/2021 02:24:03	[01/10/2021 02:21:19 : MOB : 2515] -COMPLETED 1 HOUR CONTRACT -FORGOT TO CREATE CONTRACT EARLIER AS I WAS ON THE SEANSONAL PARKING CAD CALL -NO VIOLATIONS OBSERVED -NO ONE MOVING AROUND -SGT WIDMER
ST AUGUSTA	21002540	2542	01/10/2021 14:00:09	01/10/2021 15:51:44	[01/10/2021 15:48:33 : MOB : 2542] BRETH -CONTRACT STARTED AT 1400 -PATROLLED HWY 15, LUX AREA, RESIDENTIAL AREAS ON 67TH, 68TH, 69TH AND 70TH AVES BOTH NORTH AND SOUTH OF CO RD 47, CHECKED BUSINESSES ON 67TH AV SOUTH OF CO RD 47 -I THEN CLEARED FOR MEDICAL AT 1416 HRS AND RETURNED AT 1503 HRS -PATROLLED CO RD 47, CO RD 136, CO RD 115, DOWNTOWN RESIDENTIAL AND BUSINESS AREAS, CO RD 7 SOUTH OF CITY LIMITS, CO RD 141, 43RD AV, HIDDEN LK PARK LOT, FIREHALL -CLEARED AT 1550 -TOTAL TIME ON CONTRACT = 1 HR [01/10/2021 14:16:56 : pos17 : 01BJARNETT] CLRD FOR MEDICAL WAKEFIELD TWP
ST AUGUSTA	21002733	2567	01/11/2021 08:30:36	01/11/2021 09:30:34	[01/11/2021 09:28:03 : MOB : 2567] - PATROLLED RESIDENTIAL AREAS, LOCAL BUSINESSES AND RURAL / COUNTY ROADS OF COMMUNITY. - ALL APPEARED NORMAL, NO SUSPICIOUS ACTIVITY AFOOT. - START OF CONTRACT - 0830. - END OF CONTRACT - 0930. - TOTAL CONTRACT TIME: 1 HOUR.

Actual_Incid_City	Call_Number	Unit	Date_Received	Complete	Narrative
ST AUGUSTA	21003018	2577	01/12/2021 02:56:58	01/12/2021 03:58:53	[01/12/2021 03:56:03 : MOB : 2577] OKERSTROM -STARTED 0256, ENDED 0356, 1 HOUR -PATROLLED ST AUGUSTA
ST AUGUSTA	21003309	2561K9	01/12/2021 22:52:52	01/12/2021 23:53:32	[01/12/2021 23:50:45 : MOB : 2561K9] patrolled through town, eagles landing, south side of twp, emerald ponds. 1 hour
ST AUGUSTA	21003682	2561K9	01/13/2021 21:48:09	01/13/2021 23:10:22	[01/13/2021 23:07:27 : MOB : 2561K9] 1 hour contact. Spent about 2 plus hours in St. Augusta. Patrolled businesses, school, church, neighborhoods, etc.
ST AUGUSTA	21003732	2564	01/14/2021 02:00:01	01/14/2021 03:30:34	[01/14/2021 03:27:39 : MOB : 2564] POPP 1hr comp 0200-0300 -patrolled areas of town nothing suspicious observed
ST AUGUSTA	21004054	2586	01/14/2021 23:25:32	01/15/2021 00:25:32	[01/15/2021 00:20:30 : MOB : 2586] PREUSSE// PATROLLED NEIGHBORHOODS
ST AUGUSTA	21004103	2565	01/15/2021 03:49:03	01/15/2021 04:51:01	[01/15/2021 04:47:03 : MOB : 2565] [01/15/2021 04:46:23 : MOB : 2565] -one hour contract -nothing suspicious younkin
ST AUGUSTA	21004363	2555	01/15/2021 18:57:22	01/15/2021 20:02:03	[01/15/2021 19:58:44 : MOB : 2555] END 2000 TOTAL 1 HOUR C.SCHWEGEL [01/15/2021 19:54:27 : MOB : 2555] LUX TOWNSITE [01/15/2021 19:51:31 : MOB : 2555]

Actual_Incid_City	Call_Number	Unit	Date_Received	Complete	Narrative
ST AUGUSTA	21004494	2515	01/16/2021 04:58:31	01/16/2021 04:59:02	[01/16/2021 04:55:47 : MOB : 2515] -COMPLETED 1 HOUR CONTRACT -NO PARKING VIOLATIONS OBSERVED -NO TRAFFIC MOVING ABOUT -SGT WIDMER
ST AUGUSTA	21004767	2552	01/17/2021 04:43:16	01/17/2021 05:46:57	[01/17/2021 05:43:59 : MOB : 2552] ROMSTAD 2552 -PATROLLED BUSINESS AND RESIDENTIAL AREAS -TOTAL TIME OF CONTRACT 1 HOUR -ALL APPEARED NORMAL
ST AUGUSTA	21004962	2565	01/18/2021 00:14:00	01/18/2021 01:17:09	[01/18/2021 01:13:24 : MOB : 2565] -ONE HOUR CONTRACT -NOTHING SUSPICIOUS -ONE TRAFFIC STOP. VERBAL WARNING YOUNKIN
ST AUGUSTA	21005217	2578	01/18/2021 23:02:30	01/19/2021 00:02:50	[01/18/2021 23:59:15 : MOB : 2556K9] 1 HOUR CONTRACT. THUNSTEDT [01/18/2021 23:11:09 : MOB : 2578] -STARTED CONTR 2302-2314 HRS BRAEGELMANN
ST AUGUSTA	21005359	2579	01/19/2021 12:37:56	01/19/2021 13:39:40	[01/19/2021 13:35:57 : MOB : 2579] ROMSTAD 2579 - ONE HOUR CONTRACT [01/19/2021 13:35:43 : MOB : 2579] - ROUTINE PATROL - PATROLLED RANDOM COUNTY AND TOWNSHIPS ROADS - CHECKED STORAGE UNITS NEAR HWY 15 - DROVE THROUGH EAGLES LANDING AND RESIDENTIAL AREA ON 22 AV - CHECK BUSINESS AREAS ON CR 7 AND CR 47 - NOTHING SUSPICIOUS SEEN

Actual_Incid_City	Call_Number	Unit	Date_Received	Complete	Narrative
ST AUGUSTA	21005492	2543	01/19/2021 19:06:05	01/19/2021 20:07:58	[01/19/2021 20:04:14 : MOB : 2543] BAROS -1 HR COMPLETED, 1905-2005. -PATROLLED RESIDENTIAL, STORAGE, AND BUSINESS AREAS. -LIGHT TRAFFIC.
ST AUGUSTA	21005600	2552	01/20/2021 04:15:45	01/20/2021 05:41:33	[01/20/2021 05:37:49 : MOB : 2552] ROMSTAD 2552 -FINISHED REMAINING 50 MINS OF THE CONTRACT FOR 2515 -PATROLLED BUSINESS AND RES AREAS -ALL APPEARED NORMAL -TOTAL TIME OF CONTRACT 1 HOUR [01/20/2021 04:51:00 : pos18 : 01MLKiffme] PUT INTO PENDING AT 0426
ST AUGUSTA	21005932	2577	01/21/2021 00:55:06	01/21/2021 01:57:41	[01/21/2021 01:57:26 : MOB : 2569K9] A JOHNSON -PATROLED RESIDENTIAL AREAS -MINI SERVE -APARTMENTS -MOTORWORKS -KIFFMEYER PARK -0055 TO 0155
ST AUGUSTA	21006295	2586	01/22/2021 03:57:14	01/22/2021 05:00:17	[01/22/2021 05:00:12 : MOB : 2586] PREUSSE// PATROLLED NEIGHBORHOODS OFF CTY RD 7, EAGLES LANDING, AND STORAGE UNITS
ST AUGUSTA	21006643	2577	01/23/2021 01:43:39	01/23/2021 02:44:54	[01/23/2021 02:44:46 : MOB : 2577] OKERSTROM -STARTED 0143, ENDED 0243, 1 HOUR -PATROLLED ST AUGUSTA
ST AUGUSTA	21007244	2574	01/25/2021 10:45:23	01/25/2021 11:45:30	[01/25/2021 11:45:24 : MOB : 2574] DEP BONFIELD. STARTED 1045, ENDED 1145. DOWNTOWN AREA, CR 137, CR 136/115, TRAFFIC CONTROL ON 43RD AVE- NO VIOLATIONS WITNESSED.

Actual_Incid_City	Call_Number	Unit	Date_Received	Complete	Narrative
ST AUGUSTA	21007402	2540K9	01/25/2021 19:00:17	01/25/2021 20:06:33	[01/25/2021 20:06:25 : MOB : 2540K9] total 1 hr...mmayers [01/25/2021 20:06:20 : MOB : 2540K9] drove cr 136 to hwy 15 till the end of contract.. [01/25/2021 20:05:57 : MOB : 2540K9] ran radar at voigt`s for and no traffic violations seen during that time.. [01/25/2021 19:42:45 : MOB : 2540K9] RAN RADAR ON CR 7 BY CR 142 FOR A LITTLE WHILE...SOME TRAFFIC THROUGH THE AREA, BUT NOVIOLATIONS AT THIS TIME...
ST AUGUSTA	21007486	2552	01/26/2021 02:42:54	01/26/2021 03:46:45	[01/26/2021 03:46:39 : MOB : 2552] ROMSTAD 2552 -PATROLLED BUSINESS AND RESIDENTIAL AREAS -ALL APPEARED NORMAL -TOTAL TIME OF CONTRACT 1 HOUR
ST AUGUSTA	21008056	2555	01/27/2021 21:25:44	01/27/2021 22:26:24	[01/27/2021 22:26:16 : MOB : 2555] END 2225 TOTAL 1 HOUR C.SCHWEGEL [01/27/2021 22:20:26 : MOB : 2555] LUX TOWNSITE [01/27/2021 22:17:23 : MOB : 2555] TERRACE HILLS [01/27/2021 22:08:52 : MOB : 2555] RIDGEVIEW RD [01/27/2021 22:02:21 : MOB : 2555] CHERRYWOOD ESTATES [01/27/2021 21:59:32 : MOB : 2555] EMERALD PONDS [01/27/2021 21:52:40 : MOB : 2555]

Actual_Incid_City	Call_Number	Unit	Date_Received	Complete	Narrative
ST AUGUSTA	21008096	2552	01/28/2021 01:49:05	01/28/2021 02:49:45	[01/28/2021 02:49:40 : MOB : 2552] ROMSTAD 2552 -PATROLLED BUSINESS AND RESIDENTIAL AREAS -ALL APPEARED NORMAL -TOTAL TIME OF CONTRACT 1 HOUR
ST AUGUSTA	21008218	2544	01/28/2021 13:44:32	01/28/2021 14:45:30	
ST AUGUSTA	21008437	2585	01/29/2021 00:45:21	01/29/2021 01:58:27	[01/29/2021 01:58:23 : MOB : 2585] GRAVDAHL - ONE HOUR CONTRACT (0045 - 0145) - PATROLLED RESIDENTIAL AND COMMERCIAL AREAS. - TRAFFIC STOP ON HWY 15 NEAR LUXEMBORG - VW, EQUIP - NO VEHICLE ON ROADWAY FOR WINTER PARKING. - NOTHING SUSPICIOUS.
ST AUGUSTA	21008566	2548	01/29/2021 13:37:13	01/29/2021 14:48:30	[01/29/2021 14:48:14 : MOB : 2548] -PATROLLED THROUGH CITY -NO ISSUES
ST AUGUSTA	21008774	2586	01/30/2021 04:30:42	01/30/2021 05:33:53	[01/30/2021 05:33:48 : MOB : 2586] PREUSSE// PATROLLED NEIGHBORHOODS, BUSINESS`S, AND STORAGE COMPLEXS.
ST AUGUSTA	21009053	2584	01/31/2021 02:01:45	01/31/2021 03:05:06	[01/31/2021 03:04:56 : MOB : 2584] DROVE THROUGH RESIDENTAL AND BUSINESS AREAS. ALL APPEARED NORMAL AND NO REPORTED ISSUES. COMPLETED WINTER PARKING, ONE WARNING. - MERKLING / NR

STEARNS COUNTY CITATIONS

2/1/2021

Offense Date	City	Officer Name	Citation Number	Case #	Statute	Charge
1/10/2021 11:40:0	St. Augusta	BRETH PAUL	730021052850	21002516	169.14.2(a)(3)	TRAFFIC - SPEEDING - EXCEED
1/3/2021 10:57:00	St. Augusta	JOHNSON ADAM	730021050913	21000722	171.24.2	DAR -DRIVING AFTER REVOCATION
1/26/2021 9:46:0(	St. Augusta	LUST MARK	730021052979	21007746	169.14.2(a)	TRAFFIC - SPEEDING - EXCEED
1/2/2021 4:11:00I	St. Augusta	MILNE ZACHARY	730021061322	21000375	169.73.4(a)(2)	TRAFFIC REGULATION - MAXIMUM BUM
1/2/2021 4:11:00I	St. Augusta	MILNE ZACHARY	730021061322	21000375	169.733.1	WHEEL FLAPS ON TRUCK AND TRAILEF
1/2/2021 4:11:00I	St. Augusta	MILNE ZACHARY	730021061322	21000375	169.734	AUTOMOBILE FENDERS
1/22/2021 10:54:0	St. Augusta	ORVIS PAUL	730021057957	21006320	629.75.2(b)	DANCO -DOMESTIC ABUSE NO CONTAC
1/2/2021 11:27:00	St. Augusta	POPP ERIC	730021055537	21000501	609.224.1	ASSAULT-5TH DEGREE-MISDEMEANOR
1/3/2021 9:40:00I	St. Augusta	SIMON KEITH	730021062390	21000712	169.14.2(a)(8)	TRAFFIC - SPEEDING - EXCEED
1/11/2021 4:14:0(	St. Augusta	SIMON KEITH	730021062397	21002868	168.09.4	EXPIRED REGISTRATION < 12 MONTHS
1/11/2021 4:14:0(	St. Augusta	SIMON KEITH	730021062397	21002868	169.791.2(a)	INSURANCE - NO PROOF
1/22/2021 4:59:0(	St. Augusta	SIMON KEITH	730021062585	21006500	169.14.2(a)	TRAFFIC - SPEEDING - EXCEED
1/16/2021 5:12:0(	St. Augusta	WIDMER SHAWN	730021050559	21004497	169.14.5	TRAFFIC - SPEEDING - EXCEED
1/25/2021 1:02:0(	St. Augusta	YOUNKIN NATHANIEI	730021060166	21007115	2013.10.1	WINTER PARKING RESTRICTION

TOTAL: 14

St. Augusta Fire Department

December 2020

Emergency Calls: As of report date =

- 12-1-202 Medical
- 12-12-20 Medical
- 12-19-20 Medical
- 12-20-20 Medical
- 12-20-20 Medical
- 12-21-20 Medical
- 12-25-20 Medical
- 12-26-20 Medical
- 12-26-20 Medical
- 12-31-20 Fire (cancelled)

10 calls in December

131 calls for 2020 (120 calls at this time in 2019)

Monthly Training

December's training was online through FIRE Inc. The topic was Hazmat/ICS Refresher.

AUGUSTA ELECTRIC

23848 67th Avenue, St. Cloud, MN 56301
Phone: (320) 251-2658 Fax: (320) 253-4568

1/26/2021

Re; **St Augusta Fire Hall Generator Replacement**

Augusta Electric Inc. is pleased to present the following pricing for the "**Fire Hall Generator Replacement**". Pricing is based as detailed below.

Generator Replacement $26,450.00

- Purchase and install RS30 generator and accessories based on quote 25942620 from BSE.
- New generator will be placed on the existing pad. New holes will be core drilled for new conduit stub ups. Existing holes not covered up by the new generator are not figured to be filled.
- Underground shore power from the existing panels to the generator.
- Spare conduit for future controls.
- New generator will need to be brought to the site on a truck with a lift gate by others.
- Existing generator will be lifted off and placed on the ground. Disposal and removal from the site by others.
- Underground gas line from the building to the generator. It is yet to be determined if the gas meter needs to be replaced. This is a process through CenterPoint Energy and they would be the ones to replace it. Costs for replacing the gas meter would be through CenterPoint Energy and are not included in this proposal.
- Ground thawing is not included. Work is figured to be take place after the ground has thawed.

Replace MTS with ATS $2,570.00

- Remove and replace manual transfer switch with automatic transfer switch.
- Move emergency panel to make room for the wider ATS
- Extend conduit for branch circuits and refeed conductors.

I hope that this proposal meets with your approval. If you have any questions, please call me at (320) 251-2658.

Sincerely,

AUGUSTA ELECTRIC, INC.

Terry Lygre
Estimator/Project Manager

This proposal is good for 30 days

St. Augusta
WHERE COUNTRY MEETS COMMUNITY

1914 250th Street - St. Augusta, MN 56301-7706

Phone: (320) 654-0387
staugusta@midconetwork.com

Fax: (320) 654-1686
www.staugustamn.com

MEMO

To: St. Augusta City Council

From: Bill McCabe, City Administrator

Date: January 28, 2021

RE: Fire Chief Position

When Chief Tabatt announced his resignation/retirement at the December, 2020 City Council meeting, the Council appointed a committee that consisted of Justin Backes, Paul Reinert, Chief Tabatt, Assistant Chief Orth and myself to begin the process of finding a new chief.

I immediately instructed Chief Tabatt to let those qualified on the department to know that we would like a letter of interest along with resume by noon on December 11. We received 3 applicants and scheduled interviews for the following week. Upon completion of the interviews, we as a committee picked a candidate we believed would make a good chief and intended to recommend that candidate at our January City Council meeting. The candidates were all told of our recommendation decision.

Subsequently, we were made aware that the Fire Department's SOGs called for a test or an essay to be given to the candidates. An essay question was then given to the three candidates to satisfy the test component. Two of the three individuals submitted a response to the essay question, with the third stating he didn't believe it would change the recommendation that was previously communicated to the candidates.

The committee met again on January 27 to review the essay questions and determine how to rank the candidates based on their application, interview and essay. As the essays were reviewed, we believed they were both good, answering the question and explaining their role in leadership. Both essays were viewed as being relatively equal in content and quality.

Based on the applications, the interview and the essay, the Committee appointed by the City Council ranked Captain Joe Kramer as the candidate it recommends to become the next chief of the St. Augusta Fire Department. Rob Claseman ranked second, and Shawn Steinhoffer, having not submitted an essay, ranked third.

MAYOR
Mike Zenzen

CITY COUNCIL MEMBERS
Mary Coleman – Jeff Schmitz
Brent Genereux – Justin Backes

ADMINISTRATOR
Bill McCabe

Erickson Electric Company, Inc.
3308 Southway Drive • Saint Cloud MN 56301-9513
Phone 320.251.1501 Fax 320.251.1504

PROPOSAL

January 29, 2021

Joe Kramer – Captain
St Augusta Fire Department
23415 43rd Ave
St Augusta, MN 56301

RE: Generator Replacement project - Updated

Option #1 New generator/existing manual transfer switch $37,475.00

Option #2 New generator/new automatic transfer switch $40,825.00

Option #1 included items:

- Furnish and install new Cummins Generator
- Connect Natural gas
- Crane to set unit
- Connect new generator to existing manual transfer switch
- Annunciator in building
- Onsite start up and commissioning
- Electrical permit

Option #2 -ADD $3,350.00 to replace the manual transfer switch with a new automatic transfer switch.

Not Included:

- **No load test included**
- **Disposal of existing generator**

Please feel free to contact me if you have any questions. Thank you for your consideration of this proposal.

Sincerely,

Steve Sauer
320-251-1501
steves@ericksonelectricmn.com

1914 250th Street - St. Augusta, MN 56301-7706

Phone: (320) 654-0387 **Fax: (320) 654-1686**
staugusta@midconetwork.com **www.staugustamn.com**

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MAYOR **CITY COUNCIL MEMBERS** **ADMINISTRATOR**
Mike Zenzen **Mary Coleman – Jeff Schmitz** **Bill McCabe**
Brent Genereux – Justin Backes

3315 Roosevelt Road
Suite 300
St. Cloud, MN 56301
P: 320.281.5493

moore engineering, inc.

January 29, 2021

Honorable Mayor and Council Members
Bill McCabe, City Administrator
City of St. Augusta
1914 250th Street
St. Augusta, MN 56301

RE: 228th Street Improvements
Reclamation and Paving
City of St. Augusta
Recommendation of Notice of Award
Moore No. 21008C

Honorable Mayor and Members of the Council,

On January 29, 2021 at 10:00 a.m., sealed bids were opened for the 228th Street Improvements; Reclamation and Paving project. A total of 6 bids were opened with base bids ranging from $265,824.75 to $359,964.31.

This project was bid with a Base Bid and two alternate bids. We have reviewed the bids and have determined that the lowest responsible base bid was from Knife River Corporation in the amount of $265,824.75. Additionally, Knife River Corporation was also the low bid for Alternate A (Fairfield Road Reclamation and Paving) and Alternate B (223rd Street and 45th Avenue Reclamation and Paving). Their bid for their alternates are $95,002.90 for Alternate A and $72,123.85 for Alternate B.

It is recommended that a Construction Contract be awarded to Knife River for their Base Bid + Alternate A + Alternate B in the total amount of $432,951.50.

Enclosed are the bid tabulation and Notice of Award for Council consideration.

Please feel free to contact me with any questions or comments at 320-281-5493.

Sincerely,

Jeremy Boots, PE
Project Manager

Enclosures
(Bid Tabulation, Notice of Award-02/02/2021)

NOTICE OF AWARD

Date of Issuance:	February 2, 2021		
Owner:	City of St. Augusta	Owner's Project No.:	
Engineer:	Moore Engineering, Inc.	Engineer's Project No.:	21008C
Project:	Reclamation and Paving		
Contract Name:	228th Street Improvements		
Bidder:	Knife River Corporation		
Bidder's Address:	4787 Shadow Wood Drive NE, Sauk Rapids, MN 56379		

You are notified that Owner has accepted your Bid dated January 29, 2021 for the above Contract, and that you are the Successful Bidder and are awarded a Contract for Reclamation, salvage of some reclaimed material for shouldering, subgrade prep, grading, and paving. Two alternate projects will be bid under the same scope of work on 223rd Street & 45th Avenue, and Fairfield Rd.

The Contract Price of the awarded Contract for the Base Bid + Alternate A+ Alternate B is $432,951.50. Contract Price is subject to adjustment based on the provisions of the Contract, including but not limited to those governing changes, Unit Price Work, and Work performed on a cost-plus-fee basis, as applicable.

3 unexecuted counterparts of the Agreement accompany this Notice of Award, and one copy of the Contract Documents accompanies this Notice of Award, or has been transmitted or made available to Bidder electronically.

☐ Drawings will be delivered separately from the other Contract Documents.

You must comply with the following conditions precedent within 15 days of the date of receipt of this Notice of Award:

1. Deliver to Owner 3 counterparts of the Agreement, signed by Bidder (as Contractor).
2. Deliver with the signed Agreement(s) the Contract security (such as required performance and payment bonds) and insurance documentation, as specified in the Instructions to Bidders and in the General Conditions, Articles 2 and 6.
3. Deliver to Owner Supplemental Contractor Verification of Compliance in accordance with Minnesota Statute 16C.285 subd. 3 subclauses (1) to (7).
4. Other conditions precedent (if any): None.

Failure to comply with these conditions within the time specified will entitle Owner to consider you in default, annul this Notice of Award, and declare your Bid security forfeited.

Within 10 days after you comply with the above conditions, Owner will return to you one fully signed counterpart of the Agreement, together with any additional copies of the Contract Documents as indicated in Paragraph 2.02 of the General Conditions.

Owner: City of St. Augusta

By *(signature)*: _____

Name *(printed)*: Mike Zenzen

Title: Mayor

Copy: Engineer

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moore engineering, inc.

BID TABULATION
228th Street Improvements
Reclamation and Paving
St. Augusta, Minnesota
Project No. 21008C
Bid Date: January 29, 2021

					Knife River Corporation 4787 Shadow Wood Drive NE Sauk Rapids, MN 56379		OMG Midwest Inc. dba Minnesota Paving & Materials 14475 Quiram Drive Rogers, MN 55374		Central Specialties Incorporated 6325 County Road 87 SW Alexandria, MN 56308	
BID ITEM NO. & DESCRIPTION			**UNIT**	**ESTIMATED QUANTITY**	**BID UNIT PRICE**	**BID PRICE**	**BID UNIT PRICE**	**BID PRICE**	**BID UNIT PRICE**	**BID PRICE**
BASE BID										
1.	2021.501	Mobilization	LS	1	$10,000.00	$10,000.00	$16,000.00	$16,000.00	$41,950.00	$41,950.00
2.	2104.503	Sawing Bituminous Pavement (Full Depth)	LF	254	$2.00	$508.00	$3.50	$889.00	$0.01	$2.54
3.	2104.503	Remove Pipe Culverts	LF	94	$12.00	$1,128.00	$5.00	$470.00	$15.00	$1,410.00
4.	2111.519	Test Rolling	RDST	53	$17.00	$901.00	$75.00	$3,975.00	$15.00	$795.00
5.	2112.519	Subgrade Preparation	RDST	53	$170.00	$9,010.00	$125.00	$6,625.00	$200.00	$10,600.00
6.	2215.504	Full Depth Reclamation	SY	13,702	$1.50	$20,553.00	$1.40	$19,182.80	$1.55	$21,238.10
7.	2221.604	Shoulder Base Aggregate	SY	2,163	$3.00	$6,489.00	$4.75	$10,274.25	$4.50	$9,733.50
8.	2360.509	Type SP 9.5 Wearing Course Mixture (2B)	TON	1,564	$55.00	$86,020.00	$57.50	$89,930.00	$60.00	$93,840.00
9.	2360.509	Type SP 12.5 Non Wearing Course Mixture (2B)	TON	1,564	$55.00	$86,020.00	$54.50	$85,238.00	$60.00	$93,840.00
10.	2411.604	Geosynthetic Reinforcement	SY	2,672	$3.80	$10,153.60	$2.75	$7,348.00	$5.00	$13,360.00
11.	2501.502	15" RC Pipe Apron	EA	2	$450.00	$900.00	$1,100.00	$2,200.00	$550.00	$1,100.00
12.	2501.502	48" RC Pipe Apron	EA	2	$1,700.00	$3,400.00	$2,875.00	$5,750.00	$2,200.00	$4,400.00
13.	2501.503	15" RC Pipe Culvert Class III	LF	46	$71.50	$3,289.00	$75.00	$3,450.00	$60.00	$2,760.00
14.	2501.503	48" RC Pipe Culvert Class III	LF	34	$287.00	$9,758.00	$260.00	$8,840.00	$255.00	$8,670.00
15.	2540.602	Mail Box Support	EA	3	$150.00	$450.00	$150.00	$450.00	$150.00	$450.00
16.	2563.601	Traffic Control	LS	1	$1,000.00	$1,000.00	$1,200.00	$1,200.00	$1,000.00	$1,000.00
17.	2573.503	Silt Fence, Type MS	LF	1,815	$2.25	$4,083.75	$0.50	$907.50	$2.00	$3,630.00
18.	2575.501	Turf Establishment	LS	1	$4,650.00	$4,650.00	$7,250.00	$7,250.00	$5,500.00	$5,500.00
19.	2575.504	Erosion Control Blanket Category 3N	SY	60	$5.00	$300.00	$3.50	$210.00	$7.00	$420.00
20.	2582.503	4" Solid Line Multi-Component	LF	21,057	$0.20	$4,211.40	$0.20	$4,211.40	$0.19	$4,000.83
21.		Testing Allowance	LS	1	$3,000.00	$3,000.00	$3,000.00	$3,000.00	$3,000.00	$3,000.00
				TOTAL BASE BID		**$265,824.75**		**$277,400.95**		**$321,699.97**
Alternate A - Fairfield Road Reclamation and Paving										
A1	2021.501	Mobilization	LS	1	$2,000.00	$2,000.00	$8,200.00	$8,200.00	$1.00	$1.00
A2	2104.503	Sawing Concrete Pavement (Full Depth)	LF	23	$2.00	$46.00	$5.00	$115.00	$5.00	$115.00
A3	2104.503	Sawing Bituminous Pavement (Full Depth)	LF	174	$2.00	$348.00	$3.50	$609.00	$0.01	$1.74
A4	2111.519	Test Rolling	RDST	22	$20.00	$440.00	$75.00	$1,650.00	$15.00	$330.00

[C]=Corrected Amount

moore engineering, inc.

BID TABULATION
228th Street Improvements
Reclamation and Paving
St. Augusta, Minnesota
Project No. 21008C
Bid Date: January 29, 2021

BID ITEM NO. & DESCRIPTION			UNIT	ESTIMATED QUANTITY	Knife River Corporation 4787 Shadow Wood Drive NE Sauk Rapids, MN 56379		OMG Midwest Inc. dba Minnesota Paving & Materials 14475 Quiram Drive Rogers, MN 55374		Central Specialties Incorporated 6325 County Road 87 SW Alexandria, MN 56308	
					BID UNIT PRICE	BID PRICE	BID UNIT PRICE	BID PRICE	BID UNIT PRICE	BID PRICE
A5	2112.519	Subgrade Preparation	RDST	22	$195.00	$4,290.00	$150.00	$3,300.00	$200.00	$4,400.00
A6	2215.504	Full Depth Reclamation	SY	5,258	$1.75	$9,201.50	$1.50	$7,887.00	$1.55	$8,149.90
A7	2221.604	Shoulder Base Aggregate	SY	806	$4.00	$3,224.00	$5.00	$4,030.00	$4.50	$3,627.00
A8	2360.509	Type SP 9.5 Wearing Course Mixture (2B)	TON	634	$55.00	$34,870.00	$61.00	$38,674.00	$60.00	$38,040.00
A9	2360.509	Type SP 12.5 Non Wearing Course Mixture (2B)	TON	634	$55.00	$34,870.00	$58.00	$36,772.00	$60.00	$38,040.00
A10	2540.602	Mail Box Support	EA	3	$150.00	$450.00	$150.00	$450.00	$150.00	$450.00
A11	2563.601	Traffic Control	LS	1	$300.00	$300.00	$200.00	$200.00	$300.00	$300.00
A12	2575.501	Turf Establishment	LS	1	$2,250.00	$2,250.00	$3,000.00	$3,000.00	$5,500.00	$5,500.00
A13	2582.503	4" Solid Line Multi-Component	LF	8,567	$0.20	$1,713.40	$0.20	$1,713.40	$0.19	$1,627.73
A14		Testing Allowance	LS	1	$1,000.00	$1,000.00	$1,000.00	$1,000.00	$1,000.00	$1,000.00
			TOTAL ALTERNATE A			**$95,002.90**		**$107,600.40**		**$101,582.37**
Alternate B - 223rd Street and 45th Avenue Reclamation and Paving										
B1	2021.501	Mobilization	LS	1	$2,000.00	$2,000.00	$6,000.00	$6,000.00	$1.00	$1.00
B2	2104.503	Sawing Bituminous Pavement (Full Depth)	L F	175	$2.00	$350.00	$3.50	$612.50	$0.01	$1.75
B3	2111.519	Test Rolling	RDST	16	$20.00	$320.00	$75.00	$1,200.00	$15.00	$240.00
B4	2112.519	Subgrade Preparation	RDST	16	$195.00	$3,120.00	$150.00	$2,400.00	$200.00	$3,200.00
B5	2215.504	Full Depth Reclamation	SY	4,047	$1.75	$7,082.25	$1.50	$6,070.50	$1.55	$6,272.85
B6	2221.604	Shoulder Base Aggregate	SY	688	$4.00	$2,752.00	$5.00	$3,440.00	$4.50	$3,096.00
B7	2360.509	Type SP 9.5 Wearing Course Mixture (2B)	TON	466	$55.00	$25,630.00	$64.00	$29,824.00	$60.00	$27,960.00
B8	2360.509	Type SP 12.5 Non Wearing Course Mixture (2B)	TON	466	$55.00	$25,630.00	$60.00	$27,960.00	$60.00	$27,960.00
B9	2540.602	Mail Box Support	EA	2	$150.00	$300.00	$150.00	$300.00	$150.00	$300.00
B10	2563.601	Traffic Control	LS	1	$500.00	$500.00	$600.00	$600.00	$300.00	$300.00
B11	2575.501	Turf Establishment	LS	1	$2,250.00	$2,250.00	$2,500.00	$2,500.00	$5,500.00	$5,500.00
B12	2582.503	4" Solid Line Multi-Component	LF	5,948	$0.20	$1,189.60	$0.20	$1,189.60	$0.19	$1,130.12
B13		Testing Allowance	LS	1	$1,000.00	$1,000.00	$1,000.00	$1,000.00	$1,000.00	$1,000.00
			TOTAL ALTERNATE B			**$72,123.85**		**$83,096.60**		**$76,961.72**
			TOTAL BASE BID + ALTERNATE A + ALTERNATE B			**$432,951.50**		**$468,097.95**		**$500,244.06**

[C]=Corrected Amount

moore engineering, inc.

BID TABULATION
228th Street Improvements
Reclamation and Paving
St. Augusta, Minnesota
Project No. 21008C
Bid Date: January 29, 2021

					Asphalt Surface Technologies Corp. PO Box 1025 St. Cloud, MN 56302		Omann Brothers Paving, Inc. 6551 Labeaux Ave NE Albertville, MN 55301		Duininck, Inc. 408 6th Street Prinsburg, MN 56281	
BID ITEM NO. & DESCRIPTION			**UNIT**	**ESTIMATED QUANTITY**	**BID UNIT PRICE**	**BID PRICE**	**BID UNIT PRICE**	**BID PRICE**	**BID UNIT PRICE**	**BID PRICE**
BASE BID										
1.	2021.501	Mobilization	LS	1	$10,000.00	$10,000.00	$8,500.00	$8,500.00	$54,000.00	$54,000.00
2.	2104.503	Sawing Bituminous Pavement (Full Depth)	LF	254	$3.00	$762.00	$2.50	$635.00	$1.95	$495.30
3.	2104.503	Remove Pipe Culverts	LF	94	$13.20	$1,240.80	$10.42	$979.48	$10.00	$940.00
4.	2111.519	Test Rolling	RDST	53	$30.00	$1,590.00	$10.00	$530.00	$75.00	$3,975.00
5.	2112.519	Subgrade Preparation	RDST	53	$330.00	$17,490.00	$413.20	$21,899.60	$275.00	$14,575.00
6.	2215.504	Full Depth Reclamation	SY	13,702	$1.43	$19,593.86	$0.89	$12,194.78	$1.50	$20,553.00
7.	2221.604	Shoulder Base Aggregate	SY	2,163	$4.40	$9,517.20	$4.65	$10,057.95	$2.50	$5,407.50
8.	2360.509	Type SP 9.5 Wearing Course Mixture (2B)	TON	1,564	$69.63	$108,901.32	$76.00	$118,864.00	$68.61	$107,306.04
9.	2360.509	Type SP 12.5 Non Wearing Course Mixture (2B)	TON	1,564	$62.59	$97,890.76	$69.60	$108,854.40	$70.13	$109,683.32
10.	2411.604	Geosynthetic Reinforcement	SY	2,672	$4.40	$11,756.80	$5.49	$14,669.28	$3.25	$8,684.00
11.	2501.502	15" RC Pipe Apron	EA	2	$478.50	$957.00	$774.00	$1,548.00	$600.00	$1,200.00
12.	2501.502	48" RC Pipe Apron	EA	2	$1,837.00	$3,674.00	$2,474.75	$4,949.50	$1,750.00	$3,500.00
13.	2501.503	15" RC Pipe Culvert Class III	LF	46	$79.20	$3,643.20	$67.73	$3,115.58	$75.00	$3,450.00
14.	2501.503	48" RC Pipe Culvert Class III	LF	34	$315.70	$10,733.80	$328.23	$11,159.82	$250.00	$8,500.00
15.	2540.602	Mail Box Support	EA	3	$275.00	$825.00	$156.30	$468.90	$150.00	$450.00
16.	2563.601	Traffic Control	LS	1	$1,540.00	$1,540.00	$1,600.00	$1,600.00	$1,000.00	$1,000.00
17.	2573.503	Silt Fence, Type MS	LF	1,815	$4.00	$7,260.00	$1.82	$3,303.30	$2.25	$4,083.75
18.	2575.501	Turf Establishment	LS	1	$10,200.00	$10,200.00	$6,564.00	$6,564.00	$4,650.00	$4,650.00
19.	2575.504	Erosion Control Blanket Category 3N	SY	60	$5.50	$330.00	$1.82	$109.20	$5.00	$300.00
20.	2582.503	4" Solid Line Multi-Component	LF	21,057	$0.22	$4,632.54	$0.21	$4,421.97	$0.20	$4,211.40
21.		Testing Allowance	LS	1	$3,000.00	$3,000.00	$3,000.00	$3,000.00	$3,000.00	$3,000.00
				TOTAL BASE BID		**$325,538.28**		**$337,424.76**		**$359,964.31**
Alternate A - Fairfield Road Reclamation and Paving										
A1	2021.501	Mobilization	LS	1	$550.00	$550.00	$1,900.00	$1,900.00	$2,000.00	$2,000.00
A2	2104.503	Sawing Concrete Pavement (Full Depth)	LF	23	$4.00	$92.00	$4.60	$105.80	$5.00	$115.00
A3	2104.503	Sawing Bituminous Pavement (Full Depth)	LF	174	$3.00	$522.00	$2.50	$435.00	$1.95	$339.30
A4	2111.519	Test Rolling	RDST	22	$30.00	$660.00	$10.00	$220.00	$75.00	$1,650.00

[C]=Corrected Amount

moore engineering, inc.

BID TABULATION
228th Street Improvements
Reclamation and Paving
St. Augusta, Minnesota
Project No. 21008C
Bid Date: January 29, 2021

				ESTIMATED	Asphalt Surface Technologies Corp. PO Box 1025 St. Cloud, MN 56302		Omann Brothers Paving, Inc. 6551 Labeaux Ave NE Albertville, MN 55301		Duininck, Inc. 408 6th Street Prinsburg, MN 56281	
BID ITEM NO. & DESCRIPTION			**UNIT**	**QUANTITY**	**BID UNIT PRICE**	**BID PRICE**	**BID UNIT PRICE**	**BID PRICE**	**BID UNIT PRICE**	**BID PRICE**
A5	2112.519	Subgrade Preparation	RDST	22	$330.00	$7,260.00	$413.20	$9,090.40	$275.00	$6,050.00
A6	2215.504	Full Depth Reclamation	SY	5,258	$1.43	$7,518.94	$0.89	$4,679.62	$1.35	$7,098.30
A7	2221.604	Shoulder Base Aggregate	SY	806	$4.40	$3,546.40	$4.65	$3,747.90	$3.00	$2,418.00
A8	2360.509	Type SP 9.5 Wearing Course Mixture (2B)	TON	634	$69.63	$44,145.42	$76.00	$48,184.00	$65.33	$41,419.22
A9	2360.509	Type SP 12.5 Non Wearing Course Mixture (2B)	TON	634	$62.59	$39,682.06	$69.60	$44,126.40	$67.31	$42,674.54
A10	2540.602	Mail Box Support	EA	3	$275.00	$825.00	$156.30	$468.90	$150.00	$450.00
A11	2563.601	Traffic Control	LS	1	$220.00	$220.00	$800.00	$800.00	$300.00	$300.00
A12	2575.501	Turf Establishment	LS	1	$3,200.00	$3,200.00	$4,126.00	$4,126.00	$2,250.00	$2,250.00
A13	2582.503	4" Solid Line Multi-Component	LF	8,567	$0.22	$1,884.74	$0.21	$1,799.07	$0.20	$1,713.40
A14		Testing Allowance	LS	1	$1,000.00	$1,000.00	$1,000.00	$1,000.00	$1,000.00	$1,000.00
			TOTAL ALTERNATE A			**$111,106.56**		**$120,683.09**		**$109,477.76**
Alternate B - 223rd Street and 45th Avenue Reclamation and Paving										
B1	2021.501	Mobilization	LS	1	$1,000.00	$1,000.00	$1,900.00	$1,900.00	$2,000.00	$2,000.00
B2	2104.503	Sawing Bituminous Pavement (Full Depth)	L F	175	$3.00	$525.00	$2.50	$437.50	$1.95	$341.25
B3	2111.519	Test Rolling	RDST	16	$30.00	$480.00	$20.00	$320.00	$75.00	$1,200.00
B4	2112.519	Subgrade Preparation	RDST	16	$330.00	$5,280.00	$575.00	$9,200.00	$275.00	$4,400.00
B5	2215.504	Full Depth Reclamation	SY	4,047	$1.43	$5,787.21	$1.14	$4,613.58	$1.35	$5,463.45
B6	2221.604	Shoulder Base Aggregate	SY	688	$4.40	$3,027.20	$6.25	$4,300.00	$3.00	$2,064.00
B7	2360.509	Type SP 9.5 Wearing Course Mixture (2B)	TON	466	$69.63	$32,447.58	$79.55	$37,070.30	$68.64	$31,986.24
B8	2360.509	Type SP 12.5 Non Wearing Course Mixture (2B)	TON	466	$62.59	$29,166.94	$73.00	$34,018.00	$70.43	$32,820.38
B9	2540.602	Mail Box Support	EA	2	$275.00	$550.00	$156.30	$312.60	$150.00	$300.00
B10	2563.601	Traffic Control	LS	1	$770.00	$770.00	$521.00	$521.00	$500.00	$500.00
B11	2575.501	Turf Establishment	LS	1	$2,720.00	$2,720.00	$2,813.00	$2,813.00	$2,250.00	$2,250.00
B12	2582.503	4" Solid Line Multi-Component	LF	5,948	$0.22	$1,308.56	$0.21	$1,249.08	$0.20	$1,189.60
B13		Testing Allowance	LS	1	$1,000.00	$1,000.00	$1,000.00	$1,000.00	$1,000.00	$1,000.00
			TOTAL ALTERNATE B			**$84,062.49**		**$97,755.06**		**$85,514.92**
			TOTAL BASE BID + ALTERNATE A + ALTERNATE B			**$520,707.33**		**$555,862.91**		**$554,956.99**

[C]=Corrected Amount

BASE BID: 228TH STREET IMPROVEMENTS - RECLAMATION AND PAVING
ALTERNATE A: FAIRFIELD ROAD IMPROVEMENTS - RECLAMATION AND PAVING
ALTERNATE B: 223RD STREET AND 45TH AVENUE IMPROVEMENTS - RECLAMATION AND PAVING
CITY OF ST. AUGUSTA
STEARNS COUNTY, MINNESOTA

Engineer's Opinion of Probable Cost

	BID ITEM NO.	*& DESCRIPTION*	*UNIT*	*QUANTITY*	*UNIT PRICE*	*TOTAL*
Base Bid - 228TH STREET IMPROVEMENTS						
1.	2021.501	MOBILIZATION	L S	1	$15,000.00	$15,000.00
2.	2104.503	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	L F	254	$3.00	$762.00
3.	2104.503	REMOVE PIPE CULVERTS	L F	94	$7.00	$658.00
4.	2111.519	TEST ROLLING	RDST	53	$50.00	$2,650.00
5.	2112.519	SUBGRADE PREPARATION	RDST	53	$175.00	$9,275.00
6.	2215.504	FULL DEPTH RECLAMATION	S Y	13,702	$1.50	$20,553.00
7.	2221.604	SHOULDER BASE AGGREGATE	S Y	2,163	$3.50	$7,570.50
8.	2360.509	TYPE SP 9.5 WEARING COURSE MIXTURE (2B)	TON	1,564	$72.00	$112,608.00
9.	2360.509	TYPE SP 12.5 NON WEARING COURSE MIXTURE (2B)	TON	1,564	$70.00	$109,480.00
10.	2411.604	GEOSYNTHETIC REINFORCEMENT	S Y	2,672	$8.00	$21,376.00
11.	2501.502	15" RC PIPE APRON	EA	2	$1,200.00	$2,400.00
12.	2501.502	48" RC PIPE APRON	EA	2	$2,500.00	$5,000.00
13.	2501.503	15" RC PIPE CULVERT CLASS III	L F	46	$85.00	$3,910.00
14.	2501.503	48" RC PIPE CULVERT CLASS III	L F	34	$250.00	$8,500.00
15.	2540.602	MAIL BOX SUPPORT	EA	3	$150.00	$450.00
16.	2563.601	TRAFFIC CONTROL	L S	1	$5,000.00	$5,000.00
17.	2573.503	SILT FENCE, TYPE MS	LF	1,815	$3.00	$5,445.00
18.	2575.501	TURF ESTABLISHMENT	L S	1	$5,000.00	$5,000.00
19.	2575.504	EROSION CONTROL BLANKET CATEGORY 3N	S Y	60	$5.00	$300.00
20.	2582.503	4" SOLID LINE MULTI-COMPONENT	L F	21,057	$0.80	$16,845.60
21.		TESTING ALLOWANCE	LS	1	$3,000.00	$3,000.00
					Base Bid - Construction Subtotal	$355,783.10
					Contingencies	$36,216.50
					TOTAL PROJECT COST - BASE BID	$391,999.60
Alternate A - FAIRFIELD ROAD IMPROVEMENTS						
1.	2021.501	MOBILIZATION	L S	1	$5,000.00	$5,000.00
2.	2104.503	SAWING CONCRETE PAVEMENT (FULL DEPTH)	L F	23	$6.00	$138.00
3.	2104.503	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	L F	174	$3.00	$522.00
4.	2111.519	TEST ROLLING	RDST	22	$50.00	$1,100.00
5.	2112.519	SUBGRADE PREPARATION	RDST	22	$175.00	$3,850.00
6.	2215.504	FULL DEPTH RECLAMATION	S Y	5,258	$1.50	$7,887.00
7.	2221.604	SHOULDER BASE AGGREGATE	S Y	806	$3.50	$2,821.00
8.	2360.509	TYPE SP 9.5 WEARING COURSE MIXTURE (2B)	TON	634	$72.00	$45,648.00
9.	2360.509	TYPE SP 12.5 NON WEARING COURSE MIXTURE (2B)	TON	634	$70.00	$44,380.00
10.	2540.602	MAIL BOX SUPPORT	EA	3	$150.00	$450.00
11.	2563.601	TRAFFIC CONTROL	L S	1	$2,000.00	$2,000.00
12.	2575.501	TURF ESTABLISHMENT	L S	1	$2,000.00	$2,000.00
13.	2582.503	4" SOLID LINE MULTI-COMPONENT	L F	8,567	$0.90	$7,710.30
14.		TESTING ALLOWANCE	LS	1	$1,000.00	$1,000.00
					Alternate A - Construction Subtotal	$124,506.30
					Contingencies	$13,293.75
					TOTAL PROJECT COST - ALTERNATE A	$137,800.05

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BASE BID: 228TH STREET IMPROVEMENTS - RECLAMATION AND PAVING
ALTERNATE A: FAIRFIELD ROAD IMPROVEMENTS - RECLAMATION AND PAVING
ALTERNATE B: 223RD STREET AND 45TH AVENUE IMPROVEMENTS - RECLAMATION AND PAVING
CITY OF ST. AUGUSTA
STEARNS COUNTY, MINNESOTA

Engineer's Opinion of Probable Cost

	BID ITEM NO.	*DESCRIPTION*	*UNIT*	*QUANTITY*	*UNIT PRICE*	*TOTAL*
Alternate B - 223RD STREET AND 45TH AVENUE IMPROVEMENTS						
2.	2021.501	MOBILIZATION	L S	1	$5,000.00	$5,000.00
3.	2104.503	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	L F	175	$3.00	$525.00
4.	2111.519	TEST ROLLING	RDST	16	$50.00	$800.00
5.	2112.519	SUBGRADE PREPARATION	RDST	16	$175.00	$2,800.00
6.	2215.504	FULL DEPTH RECLAMATION	S Y	4,047	$1.50	$6,070.50
7.	2221.604	SHOULDER BASE AGGREGATE	S Y	688	$3.50	$2,408.00
8.	2360.509	TYPE SP 9.5 WEARING COURSE MIXTURE (2B)	TON	466	$72.00	$33,552.00
9.	2360.509	TYPE SP 12.5 NON WEARING COURSE MIXTURE (2B)	TON	466	$70.00	$32,620.00
10.	2540.602	MAIL BOX SUPPORT	EA	2	$150.00	$300.00
11.	2563.601	TRAFFIC CONTROL	L S	1	$2,000.00	$2,000.00
12.	2575.501	TURF ESTABLISHMENT	L S	1	$2,000.00	$2,000.00
13.	2582.503	4" SOLID LINE MULTI-COMPONENT	L F	5,948	$0.90	$5,353.20
14.		TESTING ALLOWANCE	LS	1	$1,000.00	$1,000.00
					Alternate B - Construction Subtotal	$94,428.70
					Contingencies	$10,317.50
					TOTAL PROJECT COST - ALTERNATE B	$104,746.20

TOTAL PROJECT COST - BASE BID	$391,999.60
TOTAL PROJECT COST - BASE BID + ALTERNATE A	$529,799.65
TOTAL PROJECT COST - BASE BID + ALTERNATE B	$496,745.80
TOTAL PROJECT COST - BASE BID + ALTERNATE A + ALTERNATE B	$634,545.85

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Project Name: 2021 MS4
Project Number: 21008F
Date: 1/4/2021
Client: City of St. Augusta

v6.12-13-2019

NOTE: YOU MAY UNPROTECT THIS WORKSHEET USING PASSWORD: 654

CHOOSE BILLING RATE IN C192 - DEFAULT IS STANDARD

TASK NO.	WORK TASK DESCRIPTION	Group Name	Defined Limits	SR PROJECT MANAGER	PROJECT MANAGER	PROJECT COORDINATOR	PROJECT ENGINEER	ENVIRONMENTAL SCIENTIST I	ADMINISTRATIVE	LABOR TOTAL (WIP)	SUBCONSULTANT (MARKUP % (15% default for STANDARD billing rates) 15%)	MISC EXPENSE (MARKUP % (15% default for STANDARD billing rates) 15%)	MILEAGE (PRICE PER MILE ($0.65 default) $0.65)	PER DIEM	TASK TOTAL
100	**Studies & Reports**														
100.001	Task 1: Prepare and submit permit application			1	1	12				$2,280					$2,280
100.002	Task 2: Update written procedures			1	1	8				$1,640					$1,640
100.003	Task 3: Update inspection procedures			1	3	20		16		$5,590					$5,590
100.004	Task 4: Update stormwater design standards - TMDL / WLAs			1	4	16	20	4		$6,765					$6,765
100.005	Task 5: Add Chloride requirements			1	1	16		4		$3,340					$3,340
100.006	Task 6: Add bacteria requirements and ordinances			1	1	8				$1,640					$1,640
100.007	Task 7: Update design standards - Post-construction			4	1	16	12	20		$7,315					$7,315
100.008	Task 8: Coordinate with MPCA for updating design standards for bactiera / inventory of bacteria sources			1	1	8				$1,640					$1,640
	SUBTOTAL - PHASE 100			11	13	104	32	44							$30,210

Phase			SR PROJECT MANAGER	PROJECT MANAGER	PROJECT COORDINATOR	PROJECT ENGINEER	ENVIRONMENTAL SCIENTIST I	ADMINISTRATIVE	LABOR TOTAL (WIP)	SUBCONSULTANT	MISC EXPENSE	MILEAGE	PER DIEM	TOTAL HOURLY ESTIMATE
Preferred Billing Rates - 2021	COST/HOUR		$185	$175	$160	$145	$105	$80	N/A	N/A	N/A	N/A	N/A	
Studies & Reports	100	HOURS	11	13	104	32	44		204	N/A	N/A	N/A	N/A	
		COST	$2,035	$2,275	$16,640	$4,640	$4,620		$30,210					$30,210
Contingencies										Enter Contingency % if any (default is 0%)				
													PROJECT GRAND TOTAL	$30,210

Note: All items that contain no hours are EXCLUDED from the Proposal.

3315 Roosevelt Road
Suite 500C
St. Cloud, MN 56301
P: 320.281.5493

moore engineering, inc.

December 16, 2020

Bill McCabe
City Administrator
City of St. Augusta
1914 250th Street
St. Augusta, MN 56301

Re: 2020 MS4: General Permit Renewal
City of St. Augusta, MN
Letter Proposal
Moore Project No. 21008F

Dear Mr. McCabe,

Per our meeting on December 10, 2020, Moore Engineering, Inc. ("Moore") is pleased to submit our proposal to the City of St. Augusta ("Owner") to provide 2020 MS4 General Permit Services.

Project Understanding

The City of St. Augusta is regulated under Municipal Separate Storm Sewer System (MS4) Program, and therefore is required to meet certain criteria outlined in their MS4 General Permit from the Minnesota Pollution Control Agency (MPCA). The MS4 general permit is designed to reduce the amount of sediment and other pollutants entering state waters from stormwater systems. Entities regulated by the MS4 general permit must develop a stormwater pollution prevention program and adopt best practices. The municipal stormwater general permit must be reissued every five years. The current permit (2013) has expired and the MPCA has drafted a proposed new permit. The issuance date of the new MS4 General Permit (MNR040000) is November 16, 2020. The City will have 150 days (April 15, 2021) to complete and submit the permit application forms.

Once an MS4 permittee completes the permit application, they must submit it to the MPCA for preliminary review. If the application is incomplete, MPCA staff will notify the MS4 permittee of the deficiencies in writing. If MPCA staff determine the application is complete, the application will go on public notice for 30 days. Once the MS4 permittee has addressed any applicable public comments or hearing requests, the MPCA will make a final determination and issue coverage under the new permit. The MS4 permittee has 12 months from the date coverage is extended to meet the new permit requirements.

In order to meet the new permit requirements, a number of updates to the storm water pollution prevention plan (SWPPP) will be required. A detailed list of permit changes and permittee responsibilities is attached to this letter proposal.

- Finalize permit requirements within 12 months of date of permit coverage as itemized in Tasks 1-8 below.

Task 2: Update written procedures and frequencies for educational activities, trainings, and inspections, to meet the intent of the MS4 General Permit Remand Rule (clear, specific, and measurable requirements).

- Update the Current MCM 1 & 2 to provide additional specificity as required in permit.
- Edit SWPPP / Sharepoint Site to provide mechanism to enforce documentation requirements for trainings.
- Work with City Administrator to identify key staff, titles and roles and update SWPPP.

Task 3: Update procedures for inspection compliance for City-owned / operated structural BMPs.

- Develop an inspection schedule for all City-owned / operated structural BMPs
- Work with City Administrator to define all responsible staff, their roles, their training needs and provide mechanism to document ongoing training and certifications commensurate with their assigned responsibilities.

Task 4: Update stormwater design standards and BMPs to include new requirements for total maximum daily loads (TMDLs) and applicable waste load allocations (WLAs).

Task 5: Add additional chloride requirements.

- MCM 1: Add additional educational criteria for impacts, method to reduce use and proper storage of deicing salt.
- MCM 3: Draft ordinance language (or regulatory mechanism) to require proper salt storage at commercial, institutional, and non-NPDES permitted industrial facilities.
- MCM 6: Draft BMPs to be implemented on City-owned facilities.
- Draft language for written snow and ice management policy for the City, including assigning staff roles. Policy must establish practices and procedures for snow and ice control (e.g. plowing, snow removal, sand use, and application of deicing compounds).
- Work with City to inform their current process and apply any necessary changes.

Task 6: Add additional bacteria from pet waste requirements.

- MCM 1: Add additional educational criteria for impacts, proper management and any existing permits related to pet waste.
- MCM 3: Draft ordinance language (or regulatory mechanism) to require pet owners to remove and properly dispose of feces on City-owned/operated land areas.

Task 7: Update design standards to include more protective post-construction stormwater management requirements for redevelopment projects.

- Revise design standards to reflect the updated language of the permit.
- Stormwater permit form will be updated to reflect these new design standards.
- MCM 5: An additional flowchart will be incorporated into the design standards.

In order to complete this required task for the permit, we will need to coordinate with MPCA staff to determine applicability to the City of St. Augusta. Design standards, SWPPP updates and required inventories will be completed under a separate task order based on recommendations by MPCA staff. Items required to be completed may include (TBD at future date under a separate scope and cost estimate):

- St. Augusta has approved TMDLs and WLAs for Johnson Creek-Meyer Creek, Unnamed Creek – Luxemburg Creek, and Unnamed Creek – Robinson Hill Creek (various E.coli related WLAs). These will be incorporated into the new permit.
- Research and develop an inventory on potential contaminant source areas of bacteria.
- Write a BMP plan to reduce bacteria sources, the status of implementing those BMPs and the identified staff and responsibility roles to maintain those BMPs. This written plan must include BMPs that will be implemented over the permit term.

Deliverable(s)

- 2020 MS4 General Permit Application
- Draft ordinance language for salt storage and usage
- Draft ordinance language for pet waste management
- Updated SWPPP documents and Sharepoint site to meet permit requirements
- Update maps and inventories as needed
- Revised design standards and permit forms
- Tentative based on MPCA recommendation: bacteria inventory
- Inspection compliance schedule
- Coordinate meetings: 1) draft review, 2) draft revisions, 3) final presentation and staff training

Basis of Proposal

The following items form the basis of this Proposal:

1. Moore will utilize the existing SWPPP documents created for the 2013 MS4 program, updated in 2020.
2. Moore will prepare all 2020 MS4 General permit application documents and be responsible for submitting the documents prior to the April 15, 2020 deadline for submission.
3. Preparing for application, updating SWPPP and Sharepoint site and drafting additional required information does not include field inspections.
4. Moore will provide draft language for ordinance and/or other regulatory mechanisms to consider for Council review. The City is responsible for working through the legal process of review and approval.

Schedule

Moore will complete the Scope of Work listed above prior to April 15, 2020 in order to comply with the MPCA application requirements.

Category Billing Rates and reimbursable expenses may be adjusted to meet market conditions.

Based on our current understanding of the work, we estimate the overall fee for this project to be thirty-seven thousand six hundred sixty-five dollars ($37,665).

The fee breakdown listed above is for information only. Moore may alter the distribution of compensation between individual phases listed above to be consistent with services actually rendered, but shall not exceed the total contract compensation amount unless approved in writing by the Owner.

Standard Terms and Conditions

Our services will be provided in accordance with the Attachment B "Standard Terms and Conditions for Professional Services", which are integral to this proposal.

Closing

Should you find this Proposal acceptable, please have the authorized representative of the City of St. Augusta sign the Acceptance portion of this letter below and return one (1) fully executed copy of this Proposal to me. Receipt of a fully executed copy of this Proposal will serve as our Agreement and our Notice to Proceed.

We appreciate the opportunity to submit this Proposal to the City of St. Augusta, and we look forward to working with you on this Project. Should you have any questions or need additional information, please contact me by phone at (320 281-5493 or by e-mail at JBoots@mooreengineeringinc.com.

Sincerely,

Jeremy Boots, PE
Project Manager

Tyson J. Hajicek, PE
MN Regional Manager

Enclosure: 2020 MS4 General Permit Reissuance Summary

Acceptance for City of St. Augusta

We hereby authorize Moore Engineering, Inc. to proceed with the work described above.

Signature	_____	_____
Name	_____	_____
Title	Mayor	Administrator
Date	_____	_____

Address for giving notices _____

_____

_____

DRAFT