



CITY COUNCIL AGENDA REGULAR MEETING

**Monday, February 12, 2024
7:00 P.M.**

The City of Montrose is committed to maintaining a safe, welcoming, family-friendly community, with affordable housing, where parents can raise their families; to ensuring our skilled, motivated employees provide high quality public services at a value; to sound stewardship and fiscal responsibility to ensure our city remains strong and prosperous, both now and into the future; to nurturing business-friendly partnerships to promote economic development and local jobs; to thoughtfully address community needs and plan for growth, innovation and sustainable development; and to ethical leadership that is responsive and accountable to our citizens.

Montrose Community Center
200 Center Avenue South
Montrose, Minnesota 55363

1. CALL TO ORDER

2. ROLL CALL

3. INVOCATION

A. Pastor Cathy Jones – House of Grace

4. PLEDGE OF ALLEGIANCE

5. APPROVAL OF AGENDA

6. APPROVAL OF CONSENT AGENDA

A. Minutes

1. January 8, 2024 City Council Workshop Minutes – prepared by J. Bonniwell
2. January 29, 2024 City Council Meeting Minutes – prepared by J. Bonniwell

B. Accounts Payable

1. Accounts Payable Summary – Prepared by J. Bonniwell
2. December 31, 2023 Accounts Payable Report - Prepared by J. Heinz
3. December 31, 2023 EDA Accounts Payable Report - Prepared by J. Heinz
4. January 16, 2024 Accounts Payable Report – Prepared by J. Heinz
5. January 29, 2024 Accounts Payable Report - Prepared by J. Heinz
6. February 12, 2024 Accounts Payable Report – Prepared by J. Heinz

C. Monthly Utility Adjustments for January, 2024

D. Approval to Close City Hall from 3:30 p.m. – 4:30 p.m. on Tuesday, February 20, 2024 for Staff Election Training

7. **WRIGHT COUNTY SHERIFF'S OFFICE**

A. January, 2024 Monthly Report and Hours Report

8. **REPORTS AND RECOMMENDATIONS OF THE CITY DEPARTMENTS, CONSULTANTS, COMMISSIONS, AND COMMITTEES**

A. City Council

1. Monthly Activity Report

B. Montrose Fire Department

1. January, 2024 Activity Report

2. Authorization to Submit Application for FY 2023 Assistance to Firefighters Grant – Covers the cost of new SCBA units plus purchase of additional units if awarded – 10% Matching Cost; \$20,000 cost (max)

3. Authorization for Grant Writer Service for the 2023/2024 Assistance to Firefighters Grant

4. Authorization for Service and New Fleet Mapping to all Mobile, Portable, and Base Radio Units – Work to be completed by ANCOM

5. Recognize 2023 Firefighter of the Year and 2023 Top Responders

C. Economic Development Authority

1. January 16, 2024 Economic Development Authority Meeting Minutes

2. Approve Recommendation to Remove Matt Smith from Economic Development Authority

3. Approve Recommendation for New Member: Gabby Stroad

D. Planning and Zoning

1. January 10, 2024 Planning and Zoning Meeting Minutes

2. Approve Officer Appointment Recommendations:

Chair – Charles Smallwood

Vice Chair – Roger Fraumann

Secretary – Sylvia Henry

E. Parks and Recreation

1. January 9, 2024 Park and Recreation Meeting Minutes

2. Approve Officer Appointment Recommendations:

Chair – Josh Swanson

Vice Chair – Eddie Kolasa

Secretary – Kayla McCluskey

3. Approve Recommendation for New Member: Valerie Parker

4. Holiday Decorating Contest Awards

F. City Engineer

1. 2023 Street Improvement Project – Final Pay Application and Change Order No. 1

2. Updates

G. Public Works

1. Maintenance Worker I New Hire Approval

2. Magic Turf Quote for Carver Field Infield Reconstruction
3. Town and Country Fence Quote for Carver Field Fence Replacement
4. 60" Snowblower Attachment Quote
5. Updates and Questions

9. OLD BUSINESS

- A. Compost Site Camera Image Update

10. NEW BUSINESS

- A. Celebrate Montrose
- B. ARPA Funds Update
- C. League of Minnesota Cities Insurance Trust (LMCIT) – Liability Coverage Waiver Form
 1. Motion that the City of Montrose does not waive the monetary limits on municipal tort liability established by Minnesota State Statute § 466.04

11. OPEN FORUM

12. UPCOMING MEETINGS

- A. Planning and Zoning Meeting – Wednesday, February 14, 2024 at 7:00 p.m. at the Montrose Community Center – with Public Hearing for Commercial Conditional Use Permit
- B. Economic Development Authority Meeting – Tuesday, February 20, 2024 at 12:00 p.m. in the Montrose City Hall Conference Room
- C. Park and Recreation Meeting – RESCHEDULED to Tuesday, February 27, 2024 at 6:30 p.m. in the Montrose City Hall Conference Room – this will be considered their “March” meeting since their regular meeting date falls on Primary Election Day
- D. Regular City Council Meeting – Monday, March 11, 2024 at 7:00 p.m. at the Montrose Community Center

13. ACKNOWLEDGEMENTS / RECOGNITION / ANNOUNCEMENTS

14. ADJOURNMENT

City of Montrose
 Regular City Council Meeting
 Montrose Community Center
 200 Center Avenue South
 Monday, January 8, 2024
 7:00 P.M.

1. CALL TO ORDER

Pursuant to call and notice the Montrose City Council met in Regular Session on Monday, January 8, 2024 at 7:00 p.m.

Mayor Moynagh called the meeting to order at 7:00 p.m.

2. ROLL CALL

Present: Mayor Robert W. Moynagh, III
 Council Member Sam Solarz
 Council Member David Paradeise
 Council Member Michelle Otto

Absent: Council Member Toby Nelson

Staff Present: Ms. Jessica Bonniwell, City Administrator
 Mr. Dan Remer, Public Works Director
 Ms. Jackie Heinz, City Clerk/Treasurer
 Ms. Cristy Gerard, Deputy Clerk

3. INVOCATION

Pastor Cathy Jones from House of Grace gave the Invocation

4. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was taken.

5. APPROVAL OF THE AGENDA

A. Approval of the Agenda

Council Member Solarz motioned to approve the agenda removing Item 6.D. from Consent Agenda and adding as Item G.4 under Public Works. Council Member Paradeise seconded the motion. Motion carried 4-0.

6. APPROVAL OF THE CONSENT AGENDA

A. Minutes

1. Accepted the minutes of the December 11, 2023 Regular City Council Meeting
2. Accepted the minutes of the December 11, 2023 Special City Council Workshop

B. Accounts Payable

1. Approved the Accounts Payable Summary Report
2. Approved the December 19, 2023 Accounts Payable Report
3. Approved the December 29, 2023 Accounts Payable Report
4. Approved the January 8, 2024 Accounts Payable Report

C. Approved Monthly Utility Adjustments for December, 2023

D. ~~Public Works Wage Increase Memo~~ – Moved to Item G.4. Under Public Works

E. Approved Performance Reviews – City Administrator, Public Works Director, City Clerk/Treasurer, and Deputy Clerk:

1. Upon a satisfactory Performance Review for City Administrator, Ms. Jessica Bonniwell, approve a salary increase of five percent (5%) in accordance with the City Administrator Employment Contract.
2. Upon a satisfactory Performance Review for Public Works Director, Mr. Daniel Remer, approve a salary increase of two percent (2%) plus the Cost-of-Living Adjustment (COLA) of two-point-five percent (2.5%) in accordance with the American Federation of State, County and Municipal Employees (AFSCME) Council 65, Union Contract.
3. Upon a satisfactory Performance Review for City Clerk/Treasurer, Ms. Jaclyn Heinz, approve a salary increase of two percent (2%) plus the Cost-of-Living Adjustment (COLA) of two-point-five percent (2.5%) in accordance with the American Federation of State, County and Municipal Employees (AFSCME) Council 65, Union Contract.
4. Upon a satisfactory Performance Review for Deputy Clerk, Ms. Cristy Gerard, approve a salary increase of three and one-half percent for merit (3.5%), plus the six percent (6%) COLA wage increase in accordance with the International Union of Operating Engineers, Local No. 49 Union Contract.

F. Approved a Donation of City-Owned Plastic Easter Eggs to Celebrate Montrose

G. ABDO Engagement Letter for Audit Services for Fiscal Year 2023

Council Member Otto motioned to approve the January 8, 2024 Consent Agenda as presented. Council Member Solarz seconded the motion. Motion carried 4-0.

7. WRIGHT COUNTY SHERIFF'S OFFICE

A. December, 2023 Monthly Report presented in packet.

The Wright County Deputy informed Council that with the new year there will be new deputies assigned to Montrose and changes to coverage schedules.

8. CAPITAL IMPROVEMENT PLAN

A. ABDO Capital Improvement Plan/Long-Term Plan

Ms. Holthaus, from Abdo Financial Services, presented the new Capital Improvement Plan that Council

and staff members have been working on for several months. Ms. Holthaus reminded staff and council that just because something is listed on the CIP does not give anyone carte blanche approval to spend money on items listed on the CIP. Ms. Holthaus stated that the CIP should be used as a financial guideline for larger items and what the affordability of big expenditures might look like so the city can budget for projects. Ms. Holthaus stated that this plan could change over the lifespan of the plan as the needs of the city change. Ms. Holthaus stated that if everything was completed on the CIP, that the city would increase from about \$1.5 million approximate current levy to a \$2.7 million tax levy. Ms. Holthaus stated that if the city has large growth and development, it will help fulfill the levy increase without increasing individual property taxes quite as much as stated in the plan. One change made since initial discussions, Ms. Holthaus pointed out, was to defer a water treatment facility for a few years to help the city afford the large expenditures of both a wastewater facility and a water treatment facility. Ms. Holthaus stated that as part of the CIP and the large water and wastewater projects, Abdo will be working with the city to complete a rate study in the near future. Ms. Holthaus asked if the council had any questions or discussion regarding the CIP, or if they were in agreement with the plan, to move for its approval.

Mayor Moynagh motioned to approve the Capital Improvement Plan prepared by Abdo. Council Member Solarz seconded the motion. Motion carried 4-0.

9. REPORTS AND RECOMMENDATIONS OF CITY DEPARTMENTS, CONSULTANTS, COMMISSIONS AND COMMITTEES

A. City Council

1. Monthly Activity Report

The City Council Members gave a brief overview of the meetings, activities and/or events they attended.

B. Montrose Fire Department

1. December, 2023 Activity Report

Fire Chief Triplett asked if there were any questions regarding his monthly activity report.

2. Acknowledge 2023 Officers and New 2024 Officers

Fire Chief Triplett acknowledged and thanked the 2023 officers and acknowledged and announced the 2024 officers.

3. Approve New Hire Fire Fighter Application Form

Fire Chief Triplett stated that he has prepared a new Fire Department Application Form to use instead of the city employment application. Fire Chief Triplett stated this application was more geared toward Fire Fighters specifically and asks different questions than the regular employment application. Fire Chief Triplett asked the council for approval of the application.

Council Member Solarz motioned to approve the New Hire Fire Fighter Application Form. Council Member Otto seconded the motion. Motion carried 4-0.

4. Accept Hiring of Joseph Florek and Katherine Mika to the Montrose Fire Department Effective 12/5/2023.

Fire Chief Triplett asked for approval for two new hires to the Fire Department, Joseph Florek and Katherine Mika, effective 12/5/2023.

Council Member Paradeise motioned to approve the hiring of Joseph Florek and Katherine Mika to the Montrose Fire Department, effective 12/5/2023. Mayor Moynagh seconded the motion. Motion carried 4-0.

C. Personnel Committee

1. Updated Job Descriptions for Approval: Administrative Assistant, Deputy Clerk, Deputy Treasurer

Ms. Bonniwell stated that staff has been working together to update the job descriptions for Administrative Assistant, Deputy Clerk and Deputy Treasurer so staff can add an Administrative Assistant to the team. Ms. Bonniwell asked Council for approval if they were satisfied with the job descriptions included in the packet for consideration.

Mayor Moynagh motioned to approve the updated job descriptions for Administrative Assistant, Deputy Clerk and Deputy Treasurer. Council Member Solarz seconded the motion. Motion carried 4-0.

2. Approval for Cristy Gerard to move to Deputy Treasurer Position

Ms. Bonniwell stated that with updating the job descriptions and bringing an Administrative Assistant onto the team, that Ms. Gerard has requested to move to the Deputy Treasurer position in order to take on some new job duties and broaden her knowledge of duties within the city. Ms. Bonniwell stated that with this change, Ms. Gerard would keep utility billing and take on some additional duties within the finance department. Ms. Bonniwell asked council for approval for Ms. Gerard to move to the Deputy Treasurer position and mentioned that the memo prepared for council outlines the change and that this is a lateral job transfer with no change in pay.

Council Member Otto motioned to approve Cristy Gerard to move into the Deputy Treasurer position. Council Member Solarz seconded the motion. Motion carried 4-0.

D. Economic Development Authority

1. December 19, 2023 Economic Development Authority Meeting Minutes

Council Member Paradeise summarized the minutes from the December 19, 2023 Economic Development Authority Meeting.

2. David Drown Associates Municipal Advisor Engagement Letter for Approval

Ms. Bonniwell stated that a letter from Mr. Shannon Sweeney was included for the packet for review which outlines their duties as a Municipal Advisor when providing advice for a city. Ms. Bonniwell stated this is not a contract and does not obligate the city to any payments. However, Ms. Bonniwell stated that Mr. Sweeney will get a fee from any completed projects, such as TIF that EDA is currently working on. Ms. Bonniwell asked for council approval to sign the engagement letter if the council is in approval.

Mayor Moynagh motioned to approve the Engagement Letter from David Drown and Associates for them to serve as a Municipal Advisor. Council Member Paradeise seconded the motion. Motion carried 4-0.

3. First Amendment to Preserve Purchase Agreement – Extension Request

Ms. Bonniwell stated that the Economic Development Authority has been meeting with JP Brooks, the developer for the Preserve, to discuss their request for TIF. Ms. Bonniwell stated that the EDA is currently in agreement with the TIF project moving forward, and in order to do that, the developer has asked for an extension on the Purchase Agreement between the developer and the city. Ms. Bonniwell stated that with the timing of things, it looks like a public hearing will be called for March, and the extension request goes through the end of April, which should give enough time to get through the TIF process and prepare an agreement. Ms. Bonniwell asked council for approval of the Purchase Agreement Extension request.

Mayor Moynagh motioned to approve the First Amendment to the Preserve Purchase Agreement for an extension. Council Member Paradeise seconded the motion. Motion carried 4-0.

4. Resolution 2024-01 – *A Resolution Calling for a Public Hearing on the Modification of Municipal Development District No. 4, the Adoption of the Modified Development Program Relating thereto, the Establishment of Tax Increment Financing District No. 4-2 therein, and the Adoption of a Tax Increment Financing Plan Relating thereto*

Ms. Bonniwell stated that going along with the request for an extension to the purchase agreement, the resolution included in the packet for consideration is to call for a public hearing regarding the establishment of a Tax Increment Financing District (TIF). Ms. Bonniwell stated that EDA is currently in favor of moving forward with the TIF request and will be discussing the initial term sheet at the upcoming EDA meeting on January 16th. Council Member Paradeise stated that the EDA has looked at the entire request for the development and will likely recommend approving the establishment of the TIF district and then will work through the project in phases for reimbursement since the developer initially asked for a 26-year district. Council Member Paradeise stated that the developer was asked to itemize initial items for reimbursement through the TIF process and will hopefully be reviewing that at the January 16th EDA meeting. Ms. Bonniwell asked for council approval of the resolution to continue on with the TIF process.

Council Member Paradeise motioned to approve Resolution 2024-01 – *A Resolution Calling for a Public Hearing on the Modification of Municipal Development District No. 4, the Adoption of the Modified Development Program Relating thereto, the Establishment of Tax Increment Financing District No. 4-2 therein, and the Adoption of a Tax Increment Financing Plan Relating thereto.* Council Member Solarz seconded the motion. Motion carried 4-0.

E. Parks and Recreation

1. December 5, 2023 Park and Recreation Meeting Minutes

Ms. Bonniwell stated that the December 5th meeting minutes for Park and Recreation were included in the packet for review as nobody from the commission was able to attend the meeting.

F. City Engineer

1. DNR Local Trail Connections Program Funding

1. Resolution 2024-02 – *A Resolution Supporting the Pursuit of DNR Local Trail Connections Program Funding for the Clementa Avenue Trail*

Ms. Bonniwell stated that the engineer was unable to attend the meeting, but included a resolution to approve applying for a DNR funding program to go along with the LRIP funding that the city is applying for. Ms. Bonniwell stated that this would be for the trails along Clementa when the city reconstructs and hopefully will be able to extend the paved

portion along the entire length of the road. Ms. Bonniwell asked council for a motion to approve the resolution if they wanted to move forward to apply for DNR funding.

Mayor Moynagh motioned to approve Resolution 2024-02 – *A Resolution Supporting the Pursuit of DNR Local Trail Connections Program Funding for the Clementa Avenue Trail*. Council Member Solarz seconded the motion. Motion carried 4-0.

2. WWTP Committee Update and Discussion

Council Member Paradeise stated that the WWTP Committee has been meeting to discuss options for both building a facility and for regionalization with the Annandale/Maple Lake/Howard Lake facility. Council Member Paradeise stated that committee members toured the Annandale/Maple Lake/Howard Lake facility and want to go with whatever option best for the city. Council Member Paradeise stated that the Annandale/Maple Lake/Howard Lake facility is currently in the process of a \$14 million upgrade, which might increase the cost of joining with their commission. Council Member Paradeise stated that the Montrose/Waverly committee is still also interested to see if it would be more cost effective to regionalize with the Annandale/Maple Lake/Howard Lake commission and the Montrose/Waverly Committee has reached out to their Commission to see what a buy-in amount might be and had the engineers estimate other costs of construction to get the waste material to Annandale. Council Member Paradeise stated that the city is at the point that the facility plan needs to be completed for a March funding application deadline as well as still looking into regionalization. Council Member Paradeise stated that the engineer team informed the committee that with moving forward with a facility plan, Montrose and Waverly are incurring large engineering costs that will be as much as \$2 million by the time it is complete since they have several full-time people working on the plan. Council Member Paradeise stated that if the councils for both cities ultimately decide to regionalize, both cities will be out around \$2 million in engineering fees for the facility plan, which may be recoverable through grants and funding. Mayor Moynagh asked if anyone from the council or committee is reaching out to the Annandale/Maple Lake/Howard Lake commission besides Ms. Bonniwell. Ms. Bonniwell stated that she believed she was the only one that had reached out to their commission. Mayor Moynagh asked if they knew how often they met and how easy it would be to get an answer from them. Ms. Bonniwell stated that she was told they meet about twice a year and would likely have to schedule a special meeting in order to discuss this and then each individual council would have to vote on whether or not to even get a buy-in amount or decide if they are agreeable to allowing Montrose and Waverly to join. Mayor Moynagh stated he has been reaching out to Tom Emmer, Amy Klobuchar, Bruce Anderson, and Joe McDonald to see if the city would be able to apply for any state or federal funding to help finance the wastewater project for whichever option is ultimately decided upon.

Mayor Moynagh motioned to approve the Montrose and Waverly Wastewater Committee to continue pursuing both a facility design and regionalization discussions with the Annandale/Maple Lake/Howard Lake commission. Council Member Solarz seconded the motion. Motion carried 4-0.

3. Updates

No Updates.

G. Public Works

1. Lead and Copper Survey

Mr. Remer stated that all cities in the state have been tasked with completing a lead and copper survey by October 1, 2024. Mr. Remer stated this involves knowing the water line pipe material both on the city side of a water connection and the home owner side of the connection. Mr. Remer stated that there will be a notification going out in the newsletter and possibly sent as an individual mailing later this year in order to get residents participating with the project and to hopefully send in photos of their connections inside their home. Mr. Remer stated that public works may be going door-to-door in order to inspect connections if people do not send photos or otherwise cooperate with the project. Mr. Remer stated this will be a huge undertaking for the public works staff and may cause some overtime or weekend time to be worked to get this as complete as possible. Mr. Remer stated that he is also working with Bolton and Menk on a GIS upgrade that will allow public works to mark the water line materials on both sides of the connection on the GIS map that the city has from the engineering firm. Council Member Paradise asked if it would be helpful to hold a Town Hall meeting to try and inform residents about the project and that the city will need their participation in some form. Mr. Remer stated that it couldn't hurt to try to hold a Town Hall meeting, but is not sure how many people will attend to get the word out. Mr. Remer stated that it sounds like staff will be able to mark properties "unknown," but will eventually have to fully complete the project. Mr. Remer stated that he doubts the staff will find many if any lead lines, especially having reconstructed the utility services the oldest part of town in 2021. Mr. Remer stated that if there are lead services found, it will be on the city to make sure those get replaced and grant money is available for reimbursement of those expenses.

2. Twins Grant – Approval to Apply

Mr. Remer stated that he is looking for approval to fill out the matching grant application that is due by March 1, 2024 of up to \$15,000. Mr. Remer stated that he is asking for approval since it is a matching grant and the city would have to at least match whatever amount is allocated from the grant if awarded. Mayor Moynagh asked what portion of the project that staff would be looking for money to assist the project and Mr. Remer stated that he thinks the infield work needs to be done before any other work out on Carver Field. Council Member Solarz asked if this was for the "Fields for Kids" grant and if so, is the city even eligible for this money. Council Member Solarz stated that when he read through the grant information, the entity applying needed to have teams that regularly use the field and a governing board with a budget that administers the teams, which does not seem to apply since only Community Education out of Buffalo uses the fields as overflow from the other fields in the district. Council Member Solarz has attempted to reach out to the contact listed for the grant to verify eligibility. Mr. Remer stated that he also has questions about the city's eligibility since we do not have teams that manage this field. Council Member Solarz asked if this was a recommendation from Park and Recreation as he did not remember them making a formal recommendation on this item. Council Member Otto stated that Park and Recreation have been discussing the grant but have not given a formal recommendation. Ms. Gerard stated she would have them discuss and make a formal recommendation at the meeting on January 9th.

Mayor Moynagh motioned to approve the Twins Grant Application pending a formal recommendation from Park and Recreation. Council Member Otto seconded the motion. Motion carried 4-0.

3. Public Works Wage Increase Memo – Moved from Consent Agenda

Mr. Remer explained there was a calculation error which caused the raise amounts to be short by a few cents and the corrected version was provided for the Council for approval at the meeting.

Mayor Moynagh motioned to approve the Public Works Wage Increase Memo. Council Member Solarz seconded the motion. Motion carried 4-0.

10. OLD BUSINESS

A. No Old Business

11. NEW BUSINESS

A. Fee Schedule 2024

1. Ordinance 2024-01 – *An Ordinance Setting Various Development and Administrative Fees*
2. Resolution 2024-03 – *A Resolution Authorizing Summary Publication of Ordinance 2024-01: An Ordinance Setting Various Development and Administrative Fees*

Ms. Bonniwell stated the updated 2024 fee schedule was included in the packet for consideration and approval with very few changes which includes the annual SAC/WAC fees, water rates, meter prices to increase to market rate, the meter inspection fee, and the fence permit increase so Metro West can complete inspections. Ms. Bonniwell asked for council approval if they were satisfied with the proposed fee schedule.

Mayor Moynagh motioned to approve Ordinance 2024-01 – *An Ordinance Setting Various Development and Administrative Fees*. Council Member Paradeise seconded the motion. Motion carried 4-0.

Mayor Moynagh motioned to approve Resolution 2024-03 – *A Resolution Authorizing Summary Publication of Ordinance 2024-01: An Ordinance Setting Various Development and Administrative Fees*. Council Member Solarz seconded the motion. Motion carried 4-0.

B. Mayoral Appointments 2024

1. Resolution 2024-04 – *A Resolution Amending the Mayoral Appointments for the Year 2024*

Ms. Bonniwell stated that the 2024 mayoral appointments were included in the packet for consideration and approval. Mayor Moynagh stated that there were no changes since the October meeting when the appointments were amended with Council Member Nelson being appointed to council. Council Member Otto stated that the Park and Recreation meeting dates and times needed to be changed to the first Tuesday at 5:30, not the first Thursday at 6:30.

Council Member Otto motioned to approve the Mayoral Appointments for 2024 with correction to Park and Recreation meeting times. Council Member Paradeise seconded the motion. Motion carried 4-0.

C. Banyon Proposal for Direct ACH Payments to Vendors

Ms. Bonniwell stated that staff has been looking into making ACH payments to vendors in lieu of sending checks. Ms. Heinz stated that there have been issues with checks being lost in the mail, which triggers a stop payment fee from the bank as well as costs for postage, check printing and staff time. Ms. Heinz stated that this process will make it faster and easier for staff to issue payments and vendors will benefit by getting on-time payments and email remittance forms. Ms. Bonniwell stated the fee is \$995 upfront to install the add-on for Banyon and then a fee of \$195 per year for support. Ms. Bonniwell stated that this upgrade is within the staff's spending authority, but since it is a process change, staff wanted to have council approval. Ms. Heinz stated there will still be a summary report in the packet so council will still be able to see the payments made to vendors with the same transparency. Ms. Bonniwell asked for approval for the proposal if the council is in agreement.

Mayor Moynagh motioned to approve Direct ACH Payments to Vendors through Banyon. Council Member Solarz seconded the motion. Motion carried 4-0.

D. Proclamation – School Choice Week

Mayor Moynagh read the Proclamation for School Choice Week.

12. OPEN FORUM

A. No Open Forum Requests

13. UPCOMING MEETINGS

- A. Park and Recreation Meeting – RESCHEDULED to Tuesday, January 9, 2024 at 5:30 p.m. in the Montrose City Hall Conference Room**
- B. Planning and Zoning Meeting – Wednesday, January 10, 2024 at 7:00 p.m. at the Montrose Community Center**
- C. Economic Development Authority Meeting – Tuesday, January 16, 2024 at 12:00 p.m. in the Montrose City Hall Conference Room**
- D. City Council Workshop – Monday, January 29, 2024 at 4:00 p.m. in the Montrose City Hall Conference Room**
- E. Regular City Council Meeting – Monday, February 12, 2024 at 7:00 p.m. at the Montrose Community Center**

14. ACKNOWLEDGEMENTS / RECOGNITION / ANNOUNCEMENTS

Mayor Moynagh reminded everyone about the Fire Fighter Dinner being held at the Community Center on February 3rd of this year. Mayor Moynagh also announced that he is asking people to send in pictures of their water line to assist public works with their project.

Council Member Otto acknowledged Sparboe Farms for the large donation of 120 cases of eggs to the community food programs.

15. ADJOURNMENT

Council Member Solarz motioned to adjourn the Regular City Council Meeting at 8:22 p.m. Council Member Otto seconded the motion. Motion carried 4-0.

ATTEST:

Kirby Moynagh
Mayor
City of Montrose

Jessica Bonniwell
City Administrator
City of Montrose

City of Montrose
 City Council Workshop
 Montrose Community Center
 200 Center Avenue South
 Monday, January 29, 2024
 4:00 P.M.

1. CALL TO ORDER

Pursuant to call and notice the Montrose City Council met for a City Council Workshop on Monday, January 29, 2024 at 4:00 p.m.

Mayor Moynagh called the Workshop to order at 4:00 p.m.

2. PRESENT AT THE MEETING

Present: Mayor Robert Moynagh III
 Council Member Sam Solarz
 Council Member Michelle Otto
 Council Member David Paradeise
 Council Member Toby Nelson

Staff Present: Jessica Bonniwell – City Administrator
 Dan Remer – Public Works Director
 Jaclyn Heinz – City Clerk/Treasurer
 Cristy Gerard – Deputy Treasurer

3. BUSINESS

a. Twins Grant/Top Turf Quote Discussion

Mr. Remer stated that the Twins Grant is ready to be submitted once the link becomes available, but he is still waiting for a letter of support from Buffalo Community Education to submit with the application. Mr. Remer stated that he will be bringing the quotes for the infield and fence work that needs to be done to the February 12, 2024 City Council Meeting. Mr. Remer stated that he would like to coordinate with the two contractors and have them work together on the fence and infield work and coordinate their schedules. Council Member Otto asked if the Community Education teams will need to find somewhere else for the 2024 season. Mr. Remer stated that he would like to discuss timing and scheduling with the contractors so he would have a better idea if Community Education would be required to use a different field.

b. Compost Site 2024 Discussion

Mayor Moynagh stated that he asked for this item to be on the agenda as he wanted to discuss plans for the compost site throughout 2024. Mayor Moynagh stated that he did not think there were a lot of issues since the 2023 attendant left and the compost site was left open. Mr. Remer stated there was one couch dumped and Wright County helped contact the person to inform them they needed to come back and get the couch to properly dispose of it. Ms. Gerard stated that Wright County will run the plates that are shown on the cameras that are out there, but there was an issue with glare on the camera obscuring the view of the license plate and that Russell's Security came out to take and look and staff will have to test to see if it is working. Ms. Gerard stated that with the new camera system, a license plate can be flagged to alert staff if a certain plate number is read by the camera if there has been a past issue with a certain plate to help with security out there. Council Member Solarz stated that Russell's Security should be able

to move or tweak the camera so it can read the plates clearly. Ms. Gerard stated she would follow up with Russell's security, if necessary, to make sure the plates can be clearly seen from the camera view when cars enter the compost site. Mayor Moynagh asked if the city could get an automatic gate that could be set with a timer to be open certain times of the day. Mr. Remer stated it would likely be very expensive since the gate for the wastewater plant was \$17,000 and is not set to a timer. Mr. Remer was asked if the attendant from 2023 would be willing to come back if he was needed if the camera set up turns out to not work well enough. Mr. Remer stated he would call the previous attendant and ask him if he would be willing to be available as needed if there is trouble with the new cameras. City Council Members came to a consensus for staff to try to rely on the cameras for monitoring at the compost site and see if that will work since the city invested in the system.

c. WWTP Funding Information

Mayor Moynagh stated that him and Mayor Holmes from Waverly have been in discussions with Representative McDonald regarding state and federal funding for the upcoming Wastewater Treatment Upgrade Project. Mayor Moynagh asked the council members if they would like to move forward with the Representative and himself submitting information on behalf of the city for possible funding possibilities. The City Council came to a consensus to move forward with any funding opportunities from the state or federal government. Mayor Moynagh stated he would work with Representative McDonald on getting the information together for submission.

d. Community Center Fees and Use Discussion

Ms. Gerard stated that she put together a list of unpaid versus paid rentals for the Council Members to see how much more often the community center is used for free versus paid rentals. Ms. Gerard stated that allowing the Community Center to be used for free devalues the building and does not help pay for cleaning services or ongoing maintenance. Ms. Gerard stated that the groups should be, at the very minimum, charged an amount to cover cleaning and utility use so that the taxpayers are not absorbing those costs for groups that use the building for free. Council Member Nelson stated that if a group is using the Community Center to raise money, that they should be paying a fee to use the building. Council Member Otto stated that the groups that use it for free are typically giving back to the community with food or other events, and why would a group like Celebrate Montrose have to pay if they are fundraising. Council Member Nelson stated that yes, those groups are giving back to the community, but that residents that want to participate in something like Celebrate Montrose can choose to donate or attend an event. Council Member Nelson continued stating that those costs for the cleaning and wear and tear on the building should not fall onto the taxpayers as a whole since not every resident would choose to participate in the events or support these groups, and that can be an individual decision if people want to contribute or participate. Mayor Moynagh suggested that maybe there needs to be different types of groups that can be identified and they can be categorized into different tiers for payments and possibly free use. Ms. Bonniwell stated that there would need to be clearly identified tiers or categories. Ms. Bonniwell stated that if a group is going to be able to use the Community Center for free they should need to go in front of Council for permission and that it should not be an unlimited amount of times they can use it for free and that a cap should be in place for the number of times a group can use the building for free in any given year. Ms. Bonniwell stated that even after discussions about the cleaning fee and groups saying they would clean up after themselves, the Community Center is being left a mess after groups use the building for free and will leave it like that for a paid rental after their event. Council Member Paradise asked if there was a cleaning checklist for the Community Center and staff said no there is not currently a list, but one could be made if that is the direction council would like to go and have groups try to clean up after themselves if they use it for free. Ms. Bonniwell stated that staff will work on a new fee schedule, which will include raising the fee for regular private rentals as well as different amounts for different types of groups. Ms. Bonniwell stated that staff will also review the policies and contracts for the Community Center as those are old and should be reviewed and updated, especially with the pending changes. Mayor Moynagh stated that he would assume these new rates and policies would go into effect starting in 2025. Ms. Bonniwell stated that yes, staff could work on this and have everything ready to go for 2025, which

gives the groups a year to be notified of the pending changes to the community center fees and use policies.

e. City Newsletter Discussion

Council Member Otto stated that this agenda item is likely regarding her newsletter submission on behalf of Parks and Recreation. Council Member Otto stated that she acknowledges that she should have used the Parks and Recreation email address as the contact information for her submission on recreational programming, but did not, and apologized for that. Council Member Otto stated that the Parks and Recreation Commission have not done anything to try to create recreational programming or survey the community on recreational programming needs, so she took the initiative to get that ball rolling. Council Member Otto stated that if the rest of the Council had concerns or did not agree with what she submitted for the newsletter, that they could have given her a call instead of having this topic brought to a workshop. Council Member Nelson stated that he thought this article should have come from the Parks and Recreation Commission and that Council Member Otto should not have submitted this on their behalf. Council Member Solarz echoed Council Member Nelson and stated that it should have been discussed with Parks and Recreation before it was submitted. Council Member Otto stated that she did speak with the Chair of the Parks and Recreation Commission and that he told her he was fine with putting that information out to the public. Council Member Paradeise stated that the Council needs to stop fighting over petty, insignificant things and to start communicating like adults.

4. ADJOURNMENT

Mayor Moynagh adjourned the City Council Workshop at 5:02 p.m.

Robert Moynagh III
Mayor
City of Montrose

ATTEST:

Jessica Bonniwell
City Administrator
City of Montrose

Accounts Payable Summary
February 12, 2024 City Council Meeting

Claims:	\$337,729.70
Payroll:	\$51,318.51
Payroll Taxes:	\$20,714.75
Other Claims:	\$12,256.41
	=====
Total Expenditures:	\$422,019.37

<u>MOYNAGH</u>	<u>BONNIWELL</u>	<u>OTTO</u>
<u>NELSON</u>	<u>SOLARZ</u>	<u>PARADEISE</u>

CITY OF MONTROSE

01/16/24 11:20 AM

Page 1

***Check Summary Register©**

Batch: 12-31-2023 PAY2

	Name	Check Date	Check Amt	
10100	General Checking			
36183	ABDO	1/16/2024	\$14,056.25	12/1/2023: Zoom Meeting with Jackie to go Ov
36184	AFSCME COUNCIL 65	1/16/2024	\$120.40	J. Heinz: December 2023 Union Dues
36185	EMERYS TRUCK REPAIR, INC.	1/16/2024	\$1,002.53	Portable Generator & Sewer Jetter: 8" Drop Pin
36186	MN COMPUTER SYSTEMS, INC.	1/16/2024	\$305.63	Toshiba Contract Base Rate & Overage 12/12/
36187	NORTHLAND SECURITIES INC	1/16/2024	\$1,900.00	2023 Reporting Year: Annual Dissemination Ag
36188	RITEWAY BUSINESS FORMS	1/16/2024	\$1,385.47	Utility Bill Cards
36189	SunShare LLC	1/16/2024	\$5,960.00	Solar Panel System: 11/1/2023 - 11/30/2023 Pr
36190	Xcel Energy	1/16/2024	\$6,161.94	City Hall: 11/30/2023 - 1/2/2024
	Total Checks		\$30,892.22	

FILTER: (([Act Year]='2023' and [period] in (12))) and (Source in ('12-31-2023 PAY2'))

CITY OF MONTROSE

01/16/24 9:40 AM

Page 1

Payments

Current Period: December 2023

Payments Batch 12-31-2023 PAY2

\$30,892.22

Refer	77 ABDO EICK & MEYERS, LLP	-			
Cash Payment	E 101-41510-301 Auditing and Acct g Serv	12/1/2023: Zoom Meeting with Jackie to go Over Bank Reconciliations and Cash & Investment Workpaper			\$56.25
Invoice 482150	12/31/2023				
Cash Payment	E 101-41510-301 Auditing and Acct g Serv	Long Term Plan: Professional Management Services for Calendar Year 2023			\$5,000.00
Invoice 482152	1/9/2024				
Cash Payment	E 101-41510-301 Auditing and Acct g Serv	2023 Audit: Certified Audit Services Per Agreement - Progress Billing			\$9,000.00
Invoice 482227	12/31/2023				
Transaction Date	1/11/2024	General Checking	10100	Total	\$14,056.25
Refer	80 AFSCME COUNCIL 65	-			
Cash Payment	G 101-10509 Union Dues	J. Heinz: December 2023 Union Dues			\$60.20
Invoice					
Cash Payment	G 101-10509 Union Dues	D. Remer: December 2023 Union Dues			\$60.20
Invoice					
Transaction Date	1/11/2024	General Checking	10100	Total	\$120.40
Refer	85 EMERYS TRUCK REPAIR, INC.	-			
Cash Payment	E 602-49350-221 Equipment repair/mtce	Portable Generator & Sewer Jetter: 8" Drop Pintle Hook - Qty 2, Trailer Pintle 3" Ring			\$501.26
Invoice PS-201	11/29/2023				
Cash Payment	E 605-49350-221 Equipment repair/mtce	Portable Generator & Sewer Jetter: 8" Drop Pintle Hook - Qty 2, Trailer Pintle 3" Ring			\$501.27
Invoice PS-201	11/29/2023				
Transaction Date	1/11/2024	General Checking	10100	Total	\$1,002.53
Refer	74 MN COMPUTER SYSTEMS, INC.	-			
Cash Payment	E 101-41510-309 Maintenance Contracts	Toshiba Contract Base Rate & Overage 12/12/2023 - 1/11/2024			\$305.63
Invoice 388435	1/4/2024				
Transaction Date	1/11/2024	General Checking	10100	Total	\$305.63
Refer	75 NORTHLAND SECURITIES INC	-			
Cash Payment	E 307-47000-620 Fiscal Agent s Fees	2023 Reporting Year: Annual Dissemination Agent Fee for Continuing Disclosure Services Provided			\$475.00
Invoice 7859	1/3/2024				
Cash Payment	E 313-47000-620 Fiscal Agent s Fees	2023 Reporting Year: Annual Dissemination Agent Fee for Continuing Disclosure Services Provided			\$475.00
Invoice 7859	1/3/2024				
Cash Payment	E 314-47000-620 Fiscal Agent s Fees	2023 Reporting Year: Annual Dissemination Agent Fee for Continuing Disclosure Services Provided			\$475.00
Invoice 7859	1/3/2024				
Cash Payment	E 601-49350-620 Fiscal Agent s Fees	2023 Reporting Year: Annual Dissemination Agent Fee for Continuing Disclosure Services Provided			\$475.00
Invoice 7859	1/3/2024				
Transaction Date	1/11/2024	General Checking	10100	Total	\$1,900.00
Refer	78 RITEWAY BUSINESS FORMS	-			
Cash Payment	E 601-49350-200 Office Supplies (GENER	Utility Bill Cards			\$346.37
Invoice 23-32891	11/30/2023				

CITY OF MONTROSE

01/16/24 9:40 AM

Page 2

Payments

Current Period: December 2023

Cash Payment	E 602-49350-200	Office Supplies (GENER	Utility Bill Cards		\$346.36
Invoice	23-32891	11/30/2023			
Cash Payment	E 604-49350-200	Office Supplies (GENER	Utility Bill Cards		\$346.37
Invoice	23-32891	11/30/2023			
Cash Payment	E 605-49350-200	Office Supplies (GENER	Utility Bill Cards		\$346.37
Invoice	23-32891	11/30/2023			
Transaction Date	1/11/2024	General Checking	10100	Total	\$1,385.47
Refer	79 SUNSHARE LLC				
Cash Payment	E 601-49350-381	Electric Utilities	Solar Panel System: 11/1/2023 - 11/30/2023 Production Period		\$216.13
Invoice	904778356	12/25/2023			
Cash Payment	E 101-41940-381	Electric Utilities	Community Solar Subscription: 11/1/2023 - 11/30/2023		\$160.55
Invoice	904778188	12/25/2023			
Cash Payment	E 101-43100-381	Electric Utilities	Community Solar Subscription: 11/1/2023 - 11/30/2023		\$290.03
Invoice	904778188	12/25/2023			
Cash Payment	E 220-42220-381	Electric Utilities	Community Solar Subscription: 11/1/2023 - 11/30/2023		\$118.41
Invoice	904778188	12/25/2023			
Cash Payment	E 230-45100-381	Electric Utilities	Community Solar Subscription: 11/1/2023 - 11/30/2023		\$109.58
Invoice	904778188	12/25/2023			
Cash Payment	E 290-41940-381	Electric Utilities	Community Solar Subscription: 11/1/2023 - 11/30/2023		\$144.73
Invoice	904778188	12/25/2023			
Cash Payment	E 601-49350-381	Electric Utilities	Community Solar Subscription: 11/1/2023 - 11/30/2023		\$823.48
Invoice	904778188	12/25/2023			
Cash Payment	E 602-49350-381	Electric Utilities	Community Solar Subscription: 11/1/2023 - 11/30/2023		\$280.83
Invoice	904778188	12/25/2023			
Cash Payment	E 605-49350-381	Electric Utilities	Community Solar Subscription: 11/1/2023 - 11/30/2023		\$3,816.26
Invoice	904778188	12/25/2023			
Transaction Date	1/11/2024	General Checking	10100	Total	\$5,960.00
Refer	76 XCEL ENERGY				
Cash Payment	E 605-49350-383	Gas Utilities	800 Buffalo Avenue South: 12/1/2023 - 1/2/2024		\$274.87
Invoice	859257933	1/2/2024			
Cash Payment	E 601-49350-381	Electric Utilities	Water Tower, 117 Garfield Avenue South & 300 3rd Street: 11/30/2023 - 1/1/2024		\$1,193.02
Invoice	859458515	1/3/2024			
Cash Payment	E 602-49350-381	Electric Utilities	1001 Arapahoe Lane, 391 Zephyr Avenue & 428 1st Street North: 11/30/2023 - 1/1/2024		\$172.65
Invoice	859458515	1/3/2024			
Cash Payment	E 230-45100-381	Electric Utilities	City Park, Park Shelter, Ball Park, Shelter House: 11/30/2023 - 1/2/2024		\$96.27
Invoice	859434823	1/3/2024			
Cash Payment	E 230-45100-383	Gas Utilities	Skating Rink: 12/1/2023 - 1/2/2024		\$28.26
Invoice	859434823	1/3/2024			
Cash Payment	E 101-41940-381	Electric Utilities	City Hall: 11/30/2023 - 1/2/2024		-\$3.42
Invoice	859437713	1/3/2024			
Cash Payment	E 101-41940-383	Gas Utilities	City Hall: 11/30/2023 - 1/2/2024		\$197.13
Invoice	859437713	1/3/2024			

CITY OF MONTROSE

01/16/24 9:40 AM

Page 3

Payments

Current Period: December 2023

Cash Payment	E 101-43100-381 Electric Utilities	Public Works: 11/30/2023 - 1/2/2024	\$32.06
Invoice 859437713	1/3/2024		
Cash Payment	E 101-43100-383 Gas Utilities	Public Works: 11/30/2023 - 1/2/2024	\$258.89
Invoice 859437713	1/3/2024		
Cash Payment	E 220-42220-381 Electric Utilities	Fire Department: 11/30/2023 - 1/2/2024	\$152.66
Invoice 859437713	1/3/2024		
Cash Payment	E 220-42220-383 Gas Utilities	Fire Department: 11/30/2023 - 1/2/2024	\$507.39
Invoice 859437713	1/3/2024		
Cash Payment	E 230-45100-381 Electric Utilities	390 Zephyr Avenue Unit Sign: 11/30/2023 - 1/2/2024	\$18.46
Invoice 859437713	1/3/2024		
Cash Payment	E 290-41940-381 Electric Utilities	Community Center: 11/30/2023 - 1/2/2024	\$122.01
Invoice 859437713	1/3/2024		
Cash Payment	E 290-41940-383 Gas Utilities	Community Center: 11/30/2023 - 1/2/2024	\$176.53
Invoice 859437713	1/3/2024		
Cash Payment	E 101-43100-381 Electric Utilities	Street Lighting: 11/30/2023 - 1/2/2024	\$2,935.16
Invoice 859447370	1/3/2024		
Transaction Date	1/11/2024	General Checking 10100	Total \$6,161.94

Fund Summary

10100 General Checking

101 GENERAL FUND	\$18,352.68
220 FIRE DEPARTMENT	\$778.46
230 PARK AND RECREATION	\$252.57
290 COMMUNITY CENTER	\$443.27
307 DEBT 2010-CSAH 12 REFUNDED	\$475.00
313 DEBT SERVICE-CLEMENTA AVE	\$475.00
314 DEBT SERVICE-WATERMAIN EXT	\$475.00
601 WATER FUND	\$3,054.00
602 SANITARY SEWER FUND	\$1,301.10
604 STORM WATER FUND	\$346.37
605 WASTEWATER PLANT	\$4,938.77
	<hr/>
	\$30,892.22

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$30,892.22
Total	<hr/>
	\$30,892.22

CITY OF MONTROSE

01/29/24 2:58 PM

Page 1

***Check Summary Register©**

Batch: 12-31-23 PAY3

	Name	Check Date	Check Amt	
10100	General Checking			
36215	KENNEDY & GRAVEN, CHARTER	1/29/2024	\$4,052.82	General Legal Services: December 2023
36216	ST. LOUIS MRO, INC.	1/29/2024	\$25.00	R. Ross: Drug Screen Collection on 12/4/2023
36217	WOODLAND TOWNSHIP	1/29/2024	\$1,725.00	2023 Maintenance of 75th Street: Blading & Pa
36218	Xcel Energy	1/29/2024	\$29.28	260 Center Avenue: Pedestal for Street Lightin
	Total Checks		\$5,832.10	

CITY OF MONTROSE

01/29/24 1:58 PM

Page 1

Payments

Current Period: December 2023

Payments Batch 12-31-23 PAY3

\$5,832.10

Refer	134 KENNEDY & GRAVEN, CHARTERE				
Cash Payment	E 101-41600-304 Legal Fees	General Legal Services: December 2023		\$195.50	
Invoice	179443				
Cash Payment	G 700-21717 Preserve of Montrose	Preserve Development: December 2023		\$475.00	
Invoice	179443				
Cash Payment	G 700-21717 Preserve of Montrose	Preserve Development / TIF Matters: December 2023		\$1,210.00	
Invoice	179443				
Cash Payment	E 101-41600-304 Legal Fees	PFAS Settlement: December 2023		\$318.32	
Invoice	179443				
Cash Payment	E 605-41600-304 Legal Fees	Wastewater Treatment Plant: December 2023		\$1,854.00	
Invoice	179443				
Transaction Date	1/29/2024	General Checking	10100	Total	\$4,052.82
Refer	131 ST. LOUIS MRO, INC.				
Cash Payment	E 101-43100-433 Dues and Subscriptions	R. Ross: Drug Screen Collection on 12/4/2023		\$25.00	
Invoice	60583	1/8/2024			
Transaction Date	1/29/2024	General Checking	10100	Total	\$25.00
Refer	133 WOODLAND TOWNSHIP				
Cash Payment	E 101-43100-314 Street Repair/Mtce	2023 Maintenance of 75th Street: Gravel - 5 Loads at \$300 / Truck		\$1,500.00	
Invoice					
Cash Payment	E 101-43100-314 Street Repair/Mtce	2023 Maintenance of 75th Street: Blading & Packing - 1 Hour at \$225.00		\$225.00	
Invoice					
Transaction Date	1/29/2024	General Checking	10100	Total	\$1,725.00
Refer	132 XCEL ENERGY				
Cash Payment	E 101-43100-381 Electric Utilities	260 Center Avenue: Pedestal for Street Lighting 11/30/2023 - 1/2/2024		\$29.28	
Invoice	859513746	1/3/2024			
Transaction Date	1/29/2024	General Checking	10100	Total	\$29.28

Fund Summary

	10100 General Checking	
101 GENERAL FUND		\$2,293.10
605 WASTEWATER PLANT		\$1,854.00
700 DEVELOPERS ESCROW		\$1,685.00
		<u>\$5,832.10</u>

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$5,832.10
Total	<u>\$5,832.10</u>

CITY OF MONTROSE

02/09/24 7:54 AM
Page 1

*Check Summary Register©

Batch: 12-31-2023 PAY4

Name		Check Date	Check Amt	
10100	General Checking			
36246	BOLTON & MENK INC	2/12/2024	\$75,554.00	Highway 12 Surfacing and Lighting: December
Total Checks			\$75,554.00	

CITY OF MONTROSE

02/09/24 7:48 AM

Page 1

Payments

Current Period: December 2023

Payments Batch 12-31-2023 PAY4				\$75,554.00
Refer	184	BOLTON & MENK INC		-
Cash Payment	E 101-41910-303	Engineering Fees	Highway 12 Surfacing and Lighting: December 2023	\$11,564.50
Invoice 0328947	1/25/2024		Project 101002	
Cash Payment	G 700-21000	Miscellaneous Escrows	Steve Bunn / 5340 15th Avenue LLC - CUP & Final Plat: December 2023	\$1,159.50
Invoice 0328946	1/25/2024		Project 101003	
Cash Payment	G 700-21717	Preserve of Montrose	Preserve of Montrose: December 2023	\$2,126.50
Invoice 328945	1/25/2024			
Cash Payment	G 700-21703	Northridge	Northridge 6th Development: December 2023	\$3,861.00
Invoice 328944	1/25/2024			
Cash Payment	E 101-41910-303	Engineering Fees	General Engineering: December 2023	\$1,179.00
Invoice 328943	1/25/2024			
Cash Payment	E 507-43100-303	Engineering Fees	2021 Downtown Improvement Project: December 2023	\$9,307.00
Invoice 328942	1/25/2024			
Cash Payment	E 605-49350-303	Engineering Fees	Wastewater Treatment Plant: December 2023	\$41,896.00
Invoice 328192	1/29/2023		Project 101001	
Cash Payment	E 605-49350-303	Engineering Fees	Wastewater Treatment Plant: December 2023	\$416.00
Invoice 328998	1/25/2024		Project 101001	
Cash Payment	E 506-43100-303	Engineering Fees	2023 Street Improvement Project: December 2023	\$4,044.50
Invoice 328997	1/25/2024			
Transaction Date	2/8/2024	General Checking	10100	Total \$75,554.00

Fund Summary

	10100 General Checking	
101 GENERAL FUND		\$12,743.50
506 2023 STREET IMPROVEMENT		\$4,044.50
507 DOWNTOWN IMPROV		\$9,307.00
605 WASTEWATER PLANT		\$42,312.00
700 DEVELOPERS ESCROW		\$7,147.00
		<hr/>
		\$75,554.00

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$75,554.00
Total	<hr/>
	\$75,554.00

CITY OF MONTROSE

01/16/24 9:57 AM
Page 1

*Check Summary Register©

Batch: 12-31-2023 EDA PAY1

Name		Check Date	Check Amt	
10150	EDA Cash			
1102	ELAN FINANCIAL SERVICES	1/16/2024	\$60.00	December 2023 EDA Lunch
Total Checks			\$60.00	

FILTER: (([Act Year]='2023' and [period] in (12))) and (Source in ('12-31-2023 EDA PAY1'))

CITY OF MONTROSE
Payments

01/16/24 9:45 AM
Page 1

Current Period: December 2023

Payments Batch 12-31-2023 EDA PAY1 \$60.00

Refer	95 ELAN FINANCIAL SERVICES	-			
Cash Payment	E 275-46500-499 Miscellaneous	December 2023 EDA Lunch			\$60.00
Invoice	12/19/2023				
Transaction Date	1/16/2024	EDA Cash	10150	Total	\$60.00

Fund Summary

	10150 EDA Cash	
275 ECONOMIC DEVELOPMENT AUTHORITY	\$60.00	
	\$60.00	

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$60.00
Total	\$60.00

CITY OF MONTROSE

01/16/24 11:20 AM

Page 1

*Check Summary Register©

Batch: 1-16-24 PAY

	Name	Check Date	Check Amt	
10100	General Checking			
62e	AMAZON CAPITAL SERVICES	1/16/2024	\$412.65	Test Light, Ballpoint Flashlight Pens, 50 Pack
64e	Uline	1/16/2024	\$99.30	Dry Erase Board, Dry Erase Markers, Erasers
65e	GERARD, CRISTY	1/16/2024	\$392.48	C. Gerard: 2024 Boot Allowance
36191	ACME TOOLS-PLYMOUTH	1/16/2024	\$1,999.00	Hobart Ironman 240 Mig Welder
36192	AFSCME COUNCIL 65	1/16/2024	\$240.80	J. Heinz: January 2024 Union Dues
36193	BANYON DATA SYSTEMS INC	1/16/2024	\$1,190.00	Fund Accounting ACH Module Annual Support
36194	CENTRA SOTA COOPERATIVE	1/16/2024	\$1,641.32	Office Building Generator: Fuel - Qty 400 Gallo
36195	CINTAS	1/16/2024	\$107.65	Week of 1/8/2024 Uniforms
36196	COMCAST	1/16/2024	\$109.85	WWTP: Internet
36197	ELAN FINANCIAL SERVICES	1/16/2024	\$549.94	J. Bonniwell: Adobe Acrobat Pro 1/7/2024 - 2/6
36198	FirePenny Firefighter Equipmen	1/16/2024	\$81.00	E11: New Auto Eject
36199	HAWKINS, INC.	1/16/2024	\$80.00	150 lb. Chlorine Cylinder - Qty 8
36200	HEALTH PARTNERS	1/16/2024	\$4,310.21	J. Bonniwell: February 2024 Medical
36201	IUOE LOCAL #49	1/16/2024	\$175.00	B. Mickolich: January 2024 Union Dues
36202	MN COMPUTER SYSTEMS, INC.	1/16/2024	\$119.97	FD: HP Contract Base Rate 10/12/2023 - 1/11/
36203	MVTL LABORATORIES, INC.	1/16/2024	\$301.56	1/2/2024 Wastewater Testing
36204	NYSTROM PUBLISHING CO, INC	1/16/2024	\$1,741.64	2024 Winter Newsletter Postage
36205	STEINER AUTO PARTS	1/16/2024	\$100.03	Carbide Burr, Rotary File, Touch Up Tube, Che
36206	STREICHERS, INC.	1/16/2024	\$201.97	D. Paradeise: Belt, Shirt, Tie
36207	WEX BANK	1/16/2024	\$572.09	FD Fuel: 12/7/2023 - 1/6/2024
36208	WINDSTREAM	1/16/2024	\$142.12	Phone Service 1/1 - 1/31/2024
36209	WRIGHT CTY FINANCE DEPT.	1/16/2024	\$53,786.96	Patrol Fines - December 2023
36210	WRIGHT-HENNEPIN CO-OP	1/16/2024	\$340.21	Account #15016201901 Electric
Total Checks			\$68,695.75	

FILTER: (([Act Year]='2024' and [period] in (1))) and (Source in ('1-16-24 PAY'))

CITY OF MONTROSE

01/16/24 11:07 AM

Page 1

Payments

Current Period: January 2024

Payments Batch 1-16-24 PAY

\$68,695.75

Refer	82 ACME TOOLS-PLYMOUTH	-		
Cash Payment	E 101-43100-221 Equipment repair/mtce	Hobart Ironman 240 Mig Welder		\$999.00
Invoice	12281333 1/11/2024			
Cash Payment	E 101-43100-222 Vehicle repair/mtce	Hobart Ironman 240 Mig Welder		\$1,000.00
Invoice	12281333 1/11/2024			
Transaction Date	1/11/2024	General Checking	10100	Total \$1,999.00
Refer	63 AFSCME COUNCIL 65	-		
Cash Payment	G 101-10509 Union Dues	J. Heinz: January 2024 Union Dues		\$60.20
Invoice				
Cash Payment	G 101-10509 Union Dues	D. Remer: January 2024 Union Dues		\$60.20
Invoice				
Cash Payment	G 101-10509 Union Dues	J. Heinz: February 2024 Union Dues		\$60.20
Invoice				
Cash Payment	G 101-10509 Union Dues	D. Remer: February 2024 Union Dues		\$60.20
Invoice				
Transaction Date	1/11/2024	General Checking	10100	Total \$240.80
Refer	64 AMAZON CAPITAL SERVICES	Ck# 000062E 1/16/2024		
Cash Payment	E 220-42220-215 Shop Supplies	Test Light, Ballpoint Flashlight Pens, 50 Pack Metal Hangers		\$88.77
Invoice	1WYD-V1MY-4Q 1/4/2024			
Cash Payment	G 101-22200 Deferred Revenues	Security Upgrade Project: 24" Monitor		\$89.97
Invoice	16JT-R1J6-3CTN 1/8/2024			
Cash Payment	G 101-22200 Deferred Revenues	Security Upgrade Project: 24" Monitors - Qty 3		\$233.91
Invoice	16JT-R1J6-3D6Y 1/8/2024			
Transaction Date	1/11/2024	General Checking	10100	Total \$412.65
Refer	87 BANYON DATA SYSTEMS INC	-		
Cash Payment	E 101-41510-309 Maintenance Contracts	Fund Accounting ACH Module Annual Support for 2024		\$195.00
Invoice	00164874 1/11/2024			
Cash Payment	E 101-41510-207 Comp. Supplies/Repairs	Fund Accounting ACH Module		\$995.00
Invoice	00164874 1/11/2024			
Transaction Date	1/16/2024	General Checking	10100	Total \$1,190.00
Refer	84 CENTRA SOTA COOPERATIVE	-		
Cash Payment	E 605-49350-212 Gas & Oil	Office Building Generator: Fuel - Qty 400 Gallons		\$1,301.60
Invoice	6314425 1/5/2024			
Cash Payment	E 605-49350-212 Gas & Oil	UV Building Generator: Fuel - Qty 104.4 Gallons		\$339.72
Invoice	6314426 1/5/2024			
Transaction Date	1/11/2024	General Checking	10100	Total \$1,641.32
Refer	83 CINTAS	-		
Cash Payment	E 101-43100-214 Uniforms	Week of 1/8/2024 Uniforms		\$16.67
Invoice	4179509298 1/8/2024			
Cash Payment	E 601-49350-214 Uniforms	Week of 1/8/2024 Uniforms		\$16.66
Invoice	4179509298 1/8/2024			
Cash Payment	E 602-49350-214 Uniforms	Week of 1/8/2024 Uniforms		\$16.66
Invoice	4179509298 1/8/2024			
Cash Payment	E 605-49350-214 Uniforms	Week of 1/8/2024 Uniforms		\$16.66
Invoice	4179509298 1/8/2024			

CITY OF MONTROSE

01/16/24 11:07 AM

Page 2

Payments

Current Period: January 2024

Cash Payment	E 101-41940-401	Rep/Maint Buildings & G	Week of 1/8/2024 Rugs		\$19.00
Invoice	4179509298		1/8/2024		
Cash Payment	E 290-41940-401	Rep/Maint Buildings & G	Week of 1/8/2024 Rugs		\$11.00
Invoice	4179509298		1/8/2024		
Cash Payment	E 605-49350-401	Rep/Maint Buildings & G	Week of 1/8/2024 Rugs		\$11.00
Invoice	4179509298		1/8/2024		
Transaction Date	1/11/2024	General Checking	10100	Total	\$107.65
Refer	65 COMCAST				
Cash Payment	E 605-49350-321	Telephone	WWTP: Internet		\$109.85
Invoice			1/1/2024		
Transaction Date	1/11/2024	General Checking	10100	Total	\$109.85
Refer	81 ELAN FINANCIAL SERVICES				
Cash Payment	E 101-41510-433	Dues and Subscriptions	J. Bonniwell: Adobe Acrobat Pro 1/7/2024 - 2/6/2024		\$21.46
Invoice	2649480591		1/7/2024		
Cash Payment	E 101-41510-433	Dues and Subscriptions	J. Bonniwell: Adobe Photoshop 1/7/2024 - 2/6/2024		\$37.03
Invoice	2649480592		1/7/2024		
Cash Payment	E 101-43100-208	Training and Instruction	R. Henry: Electrical License		\$19.00
Invoice			12/13/2023		
Cash Payment	E 101-43100-208	Training and Instruction	R. Henry: Electrical License		\$19.00
Invoice			12/13/2023		
Cash Payment	E 101-41110-208	Training and Instruction	S. Solarz: 2024 Elected Leaders Institute - Advanced Program		\$350.00
Invoice	397168		12/14/2023		
Cash Payment	E 101-41510-433	Dues and Subscriptions	J. Heinz: Adobe Acrobat 12/15/2023 - 1/14/2024		\$21.46
Invoice	2630481091		12/15/2023		
Cash Payment	E 220-42220-240	Small Tools and Minor E	FD: Reflective Helmet Decal, Pager & Radio Equipment Label		\$81.99
Invoice	S2322843		12/10/2023		
Transaction Date	1/11/2024	General Checking	10100	Total	\$549.94
Refer	97 FirePenny Firefighter Equipment				
Cash Payment	E 220-42220-222	Vehicle repair/mtce	E11: New Auto Eject		\$81.00
Invoice	67195		2/23/2024		
Transaction Date	1/16/2024	General Checking	10100	Total	\$81.00
Refer	99 GERARD, CRISTY		Ck# 000065E 1/16/2024		
Cash Payment	E 101-43100-214	Uniforms	C. Gerard: 2024 Boot Allowance		\$35.62
Invoice					
Cash Payment	E 601-49350-214	Uniforms	C. Gerard: 2024 Boot Allowance		\$35.62
Invoice					
Cash Payment	E 602-49350-214	Uniforms	C. Gerard: 2024 Boot Allowance		\$35.62
Invoice					
Cash Payment	E 605-49350-214	Uniforms	C. Gerard: 2024 Boot Allowance		\$35.62
Invoice					
Cash Payment	E 101-43100-214	Uniforms	C. Gerard: 2024 Winter Clothing Allowance		\$62.50
Invoice					
Cash Payment	E 601-49350-214	Uniforms	C. Gerard: 2024 Winter Clothing Allowance		\$62.50
Invoice					
Cash Payment	E 602-49350-214	Uniforms	C. Gerard: 2024 Winter Clothing Allowance		\$62.50
Invoice					
Cash Payment	E 605-49350-214	Uniforms	C. Gerard: 2024 Winter Clothing Allowance		\$62.50
Invoice					

CITY OF MONTROSE

01/16/24 11:07 AM

Page 3

Payments

Current Period: January 2024

Transaction Date	1/16/2024	General Checking	10100	Total	\$392.48
Refer	94 HAWKINS, INC.	-			
Cash Payment	E 601-49350-216 Chemicals and Chem Pr	150 lb. Chlorine Cylinder - Qty 8			\$80.00
Invoice	6665264	1/15/2024			
Transaction Date	1/16/2024	General Checking	10100	Total	\$80.00
Refer	70 HEALTH PARTNERS	-			
Cash Payment	G 101-10506 Health Ins.	J. Bonniwell: February 2024 Medical			\$548.98
Invoice	757162744246	1/9/2024			
Cash Payment	G 101-10506 Health Ins.	J. Heinz: February 2024 Medical			\$620.28
Invoice	757162744246	1/9/2024			
Cash Payment	G 101-10506 Health Ins.	D. Remer: February 2024 Medical			\$1,906.82
Invoice	757162744246	1/9/2024			
Cash Payment	G 101-10506 Health Ins.	D. Boelter: February 2024 Medical			\$1,234.13
Invoice	757162744246	1/9/2024			
Transaction Date	1/11/2024	General Checking	10100	Total	\$4,310.21
Refer	67 IUOE LOCAL #49	-			
Cash Payment	G 101-10509 Union Dues	R. Eischens: January 2024 Union Dues			\$35.00
Invoice		1/5/2024			
Cash Payment	G 101-10509 Union Dues	C. Gerard: January 2024 Union Dues			\$35.00
Invoice		1/5/2024			
Cash Payment	G 101-10509 Union Dues	R. Henry: January 2024 Union Dues			\$35.00
Invoice		1/5/2024			
Cash Payment	G 101-10509 Union Dues	J. Kurkosky: January 2024 Union Dues			\$35.00
Invoice		1/5/2024			
Cash Payment	G 101-10509 Union Dues	B. Mickolichuk: January 2024 Union Dues			\$35.00
Invoice		1/5/2024			
Transaction Date	1/11/2024	General Checking	10100	Total	\$175.00
Refer	98 MN COMPUTER SYSTEMS, INC.	-			
Cash Payment	E 220-42220-309 Maintenance Contracts	FD: HP Contract Base Rate 10/12/2023 - 1/11/2024			\$119.97
Invoice	388912	1/5/2024			
Transaction Date	1/16/2024	General Checking	10100	Total	\$119.97
Refer	71 MVT LABORATORIES, INC.	-			
Cash Payment	E 605-49350-316 Testing Service	1/2/2024 Wastewater Testing			\$141.10
Invoice	1234194	1/4/2024			
Cash Payment	E 605-49350-316 Testing Service	1/10/2024 Wastewater Testing			\$160.46
Invoice	1235170	1/11/2024			
Transaction Date	1/11/2024	General Checking	10100	Total	\$301.56
Refer	90 NYSTROM PUBLISHING CO, INC	-			
Cash Payment	E 101-41510-322 Postage	2024 Winter Newsletter Postage			\$347.43
Invoice	47360	1/8/2024			
Cash Payment	E 101-41510-350 Print/Binding (GENERA	2024 Winter Newsletter - 8 Pages			\$1,394.21
Invoice	47360	1/8/2024			
Transaction Date	1/16/2024	General Checking	10100	Total	\$1,741.64
Refer	93 STEINER AUTO PARTS	-			
Cash Payment	E 101-43100-240 Small Tools and Minor E	Carbide Burr, Rotary File, Touch Up Tube, Cherry Red Cleaner, Rad Red			\$74.05
Invoice	271847	1/3/2024			
Cash Payment	E 101-43100-222 Vehicle repair/mtce	2019 & 2024 Western Stars: DEF Fluid			\$25.98
Invoice	272236	1/12/2024			

CITY OF MONTROSE

01/16/24 11:07 AM

Page 4

Payments

Current Period: January 2024

Transaction Date	1/16/2024	General Checking	10100	Total	\$100.03
Refer	96 STREICHERS				
Cash Payment	E 220-42220-214 Uniforms	D. Paradeise: Belt, Shirt, Tie			\$10.99
Invoice	11674648 1/5/2024				
Cash Payment	E 220-42220-214 Uniforms	R. Henry Jr: Trousers, Boots, Tie			\$190.98
Invoice	11674900 1/5/2024				
Transaction Date	1/16/2024	General Checking	10100	Total	\$201.97
Refer	92 Uline	Ck# 000064E 1/16/2024			
Cash Payment	E 605-49350-200 Office Supplies (GENER	Dry Erase Board, Dry Erase Markers, Erasers			\$99.30
Invoice	172651287 1/2/2024				
Transaction Date	1/16/2024	General Checking	10100	Total	\$99.30
Refer	66 WEX BANK				
Cash Payment	E 220-42220-212 Gas & Oil	FD Fuel: 12/7/2023 - 1/6/2024			\$110.44
Invoice	94406476 1/6/2024				
Cash Payment	E 101-43100-212 Gas & Oil	Public Works Fuel: 12/7/2023 - 1/6/2024			\$300.07
Invoice	94406476 1/6/2024				
Cash Payment	E 601-49350-212 Gas & Oil	Water Dept. Fuel: 12/7/2023 - 1/6/2024			\$53.86
Invoice	94406476 1/6/2024				
Cash Payment	E 602-49350-212 Gas & Oil	Dewer Dept. Fuel: 12/7/2023 - 1/6/2024			\$53.86
Invoice	94406476 1/6/2024				
Cash Payment	E 605-49350-212 Gas & Oil	Wastewater Dept. Fuel: 12/7/2023 - 1/6/2024			\$53.86
Invoice	94406476 1/6/2024				
Transaction Date	1/11/2024	General Checking	10100	Total	\$572.09
Refer	68 WINDSTREAM				
Cash Payment	E 601-49350-321 Telephone	Phone Service 1/1 - 1/31/2024			\$24.40
Invoice	1/3/2024				
Cash Payment	E 602-49350-321 Telephone	Phone Service 1/1 - 1/31/2024			\$24.40
Invoice	1/3/2024				
Cash Payment	E 605-49350-321 Telephone	Phone Service 1/1 - 1/31/2024			\$24.40
Invoice	1/3/2024				
Cash Payment	E 101-41510-321 Telephone	Phone Service 1/1 - 1/31/2024			\$68.92
Invoice	1/3/2024				
Transaction Date	1/11/2024	General Checking	10100	Total	\$142.12
Refer	69 WRIGHT CTY FINANCE DEPT.				
Cash Payment	G 101-20800 Due to Other Governments	Patrol Fines - December 2023			\$646.58
Invoice	200012497 1/3/2024				
Cash Payment	E 101-42110-311 Police Contract	Patrol Contract - January 2024			\$32,025.00
Invoice	200012691 1/8/2024				
Cash Payment	E 101-42110-311 Police Contract	2024 Law Enforcement Compensation Assessment			\$21,115.38
Invoice	200012691 1/8/2024				
Transaction Date	1/11/2024	General Checking	10100	Total	\$53,786.96
Refer	88 WRIGHT-HENNEPIN CO-OP				
Cash Payment	E 101-43100-381 Electric Utilities	Account #15016201901 Electric			\$340.21
Invoice	35031035355 1/4/2024				
Transaction Date	1/16/2024	General Checking	10100	Total	\$340.21

CITY OF MONTROSE
Payments

01/16/24 11:07 AM
Page 5

Current Period: January 2024

Fund Summary

	10100 General Checking	
101 GENERAL FUND		\$65,178.46
220 FIRE DEPARTMENT		\$684.14
290 COMMUNITY CENTER		\$11.00
601 WATER FUND		\$273.04
602 SANITARY SEWER FUND		\$193.04
605 WASTEWATER PLANT		\$2,356.07
		<hr/>
		\$68,695.75

Pre-Written Checks	\$904.43
Checks to be Generated by the Computer	\$67,791.32
	<hr/>
Total	\$68,695.75

CITY OF MONTROSE

01/29/24 3:12 PM

Page 1

*Check Summary Register©

Batch: 1-29-2024 Claims

Name		Check Date	Check Amt	
10100 General Checking				
99e	ESRI, INC.	1/29/2024	\$1,247.00	Annual GIS Contract: 1/4/2024 - 1/3/2025
102e	MARCO TECH LLC	1/29/2024	\$65.90	Contract Base Rate Charge for 1/21/2024 - 2/2
36219	ALERT 360	1/29/2024	\$147.38	Monitoring 2/1/2024 - 4/30/2024
36220	CENTRAL PENSION FUND IUOE	1/29/2024	\$1,000.00	R. Eischens: January 2024 HRA
36221	CINTAS	1/29/2024	\$215.30	Week of 1/24/2024 Uniforms
36222	CITIZEN'S STATE BANK	1/29/2024	\$56,400.00	GO Improvement Bond / Montrose Meadows -
36223	COLONIAL LIFE	1/29/2024	\$19.56	D. Remer: Accident Insurance
36224	CR ELECTRIC, INC.	1/29/2024	\$1,744.51	City Hall: 1 New LED Light in South Parking Lo
36225	DELTA DENTAL PLAN OF MN	1/29/2024	\$401.71	J. Bonniwell: February 2024 Dental
36226	EMERGENCY APPARATUS MAIN	1/29/2024	\$245.25	Engine 11: Pump Drains Slowly, Drained the P
36227	HAWKINS, INC.	1/29/2024	\$12,463.16	Ferric Chloride 35% Solution - 2,390.8045 Gall
36228	I.I.M.C.	1/29/2024	\$460.00	J. Bonniwell: IIMC Annual Membership Fee, II
36229	IUOE LOCAL #49	1/29/2024	\$7,375.00	J. Kurkosky: March 2024 Medical & Dental
36230	LINCOLN NATL LIFE INS CO	1/29/2024	\$173.21	Life Insurance - February 2024
36231	MADISON NATIONAL LIFE	1/29/2024	\$413.53	LTD & STD - February 2024
36232	MENARDS	1/29/2024	\$188.33	Welding Gas Hose, Screwdriver Set, Punch &
36233	METERING & TECHNOLOGY SOL	1/29/2024	\$2,211.86	1.5" Meters - Qty 3 (Rosehaven1, Rosehaven 2
36234	MILHAUSEN AUTO REPAIR	1/29/2024	\$259.24	2005 Chevy Silverado 1500: Oil Change, U-Joi
36235	MINNESOTA MUNICIPAL UTILITI	1/29/2024	\$366.00	2024 Water Utility Member Dues
36236	MVTL LABORATORIES, INC.	1/29/2024	\$582.22	1/12/2024 Water Testing - Coliform
36237	PAUMEN COMPUTER SERVICES	1/29/2024	\$991.98	Set Up Know Be4 Training for January 2024
36238	QUILL CORPORATION	1/29/2024	\$1,351.98	Filing Cabinet
36239	RUSSELL SECURITY RESOURCE	1/29/2024	\$15,106.00	Design & Implement Master Key System Utilizi
36240	STEINER AUTO PARTS	1/29/2024	\$53.26	Sewerline Plug / Clarifier: Air Hose, Valve Tool
36241	TOTAL PRINTING	1/29/2024	\$175.00	J. Heinz: 500 Business Cards
36242	TOWMASTER	1/29/2024	\$2,794.00	2019 Western Star: 4' Section Polar Flex Front
36243	VERIZON WIRELESS	1/29/2024	\$520.43	Cell Phones 1/24/2024 - 2/23/2024
36244	Capital One	1/29/2024	\$46.97	Kleenex, Cutlery, Plates, Swiffers
36245	WRIGHT CTY FINANCE DEPT.	1/29/2024	\$293.51	TNT Supplies
Total Checks			\$107,312.29	

CITY OF MONTROSE

Payments

01/29/24 3:00 PM
Page 1

Current Period: January 2024

Payments Batch 1-29-2024 Claims

\$107,312.29

Refer	113 ALERT 360	-		
Cash Payment	E 101-41940-401 Rep/Maint Buildings & G	Monitoring 2/1/2024 - 4/30/2024		\$115.15
Invoice	18578585	2/1/2024		
Cash Payment	E 101-41940-401 Rep/Maint Buildings & G	Cell Monitoring 2/1/2024 - 4/30/2024		\$32.23
Invoice	18578585	2/1/2024		
Transaction Date	1/29/2024	General Checking	10100	Total \$147.38
Refer	109 CENTRAL PENSION FUND IUOE 49	-		
Cash Payment	G 101-10506 Health Ins.	R. Eischens: January 2024 HRA		\$200.00
Invoice				
Cash Payment	G 101-10506 Health Ins.	C. Gerard: January 2024 HRA		\$200.00
Invoice				
Cash Payment	G 101-10506 Health Ins.	R. Henry Jr: January 2024 HRA		\$200.00
Invoice				
Cash Payment	G 101-10506 Health Ins.	J. Kurkosky: January 2024 HRA		\$200.00
Invoice				
Cash Payment	G 101-10506 Health Ins.	B. Mickolich: January 2024 HRA		\$200.00
Invoice				
Transaction Date	1/29/2024	General Checking	10100	Total \$1,000.00
Refer	130 CINTAS	-		
Cash Payment	E 101-43100-214 Uniforms	Week of 1/17/2024 Uniforms		\$16.67
Invoice	4180544647	1/17/2024		
Cash Payment	E 601-49350-214 Uniforms	Week of 1/17/2024 Uniforms		\$16.66
Invoice	4180544647	1/17/2024		
Cash Payment	E 602-49350-214 Uniforms	Week of 1/17/2024 Uniforms		\$16.66
Invoice	4180544647	1/17/2024		
Cash Payment	E 605-49350-214 Uniforms	Week of 1/17/2024 Uniforms		\$16.66
Invoice	4180544647	1/17/2024		
Cash Payment	E 101-41940-401 Rep/Maint Buildings & G	Week of 1/17/2024 Rugs		\$19.00
Invoice	4180544647	1/17/2024		
Cash Payment	E 290-41940-401 Rep/Maint Buildings & G	Week of 1/17/2024 Rugs		\$11.00
Invoice	4180544647	1/17/2024		
Cash Payment	E 605-49350-401 Rep/Maint Buildings & G	Week of 1/17/2024 Rugs		\$11.00
Invoice	4180544647	1/17/2024		
Cash Payment	E 101-43100-214 Uniforms	Week of 1/24/2024 Uniforms		\$16.66
Invoice	4181253286	1/24/2024		
Cash Payment	E 601-49350-214 Uniforms	Week of 1/24/2024 Uniforms		\$16.66
Invoice	4181253286	1/24/2024		
Cash Payment	E 602-49350-214 Uniforms	Week of 1/24/2024 Uniforms		\$16.67
Invoice	4181253286	1/24/2024		
Cash Payment	E 605-49350-214 Uniforms	Week of 1/24/2024 Uniforms		\$16.66
Invoice	4181253286	1/24/2024		
Cash Payment	E 101-41940-401 Rep/Maint Buildings & G	Week of 1/24/2024 Rugs		\$19.00
Invoice	4181253286	1/24/2024		
Cash Payment	E 290-41940-401 Rep/Maint Buildings & G	Week of 1/24/2024 Rugs		\$11.00
Invoice	4181253286	1/24/2024		
Cash Payment	E 605-49350-401 Rep/Maint Buildings & G	Week of 1/24/2024 Rugs		\$11.00
Invoice	4181253286	1/24/2024		
Transaction Date	1/29/2024	General Checking	10100	Total \$215.30
Refer	120 CITIZENS STATE BANK	-		

CITY OF MONTROSE

01/29/24 3:00 PM

Page 2

Payments

Current Period: January 2024

Cash Payment	E 303-47000-603	Short-Term Debt Princip	GO Improvement Bond / Montrose Meadows - Principal Payment	\$55,000.00
Invoice	1/16/2024			
Cash Payment	E 303-47000-613	Short-Term Debt Interes	GO Improvement Bond / Montrose Meadows - Interest Payment	\$1,400.00
Invoice	1/16/2024			
Transaction Date	1/29/2024	General Checking	10100	Total \$56,400.00
Refer	125 COLONIAL LIFE			
Cash Payment	G 101-10510	Employee Insurance	D. Remer: Accident Insurance	\$19.56
Invoice	46361060111516	1/11/2024		
Transaction Date	1/29/2024	General Checking	10100	Total \$19.56
Refer	128 CR ELECTRIC, INC.			
Cash Payment	E 101-41940-401	Rep/Maint Buildings & G	City Hall: 1 New LED Light in South Parking Lot, Community Center: 1 New Photo Eye SE Light	\$1,163.00
Invoice	13486	1/24/2024		
Cash Payment	E 290-41940-401	Rep/Maint Buildings & G	City Hall: 1 New LED Light in South Parking Lot, Community Center: 1 New Photo Eye SE Light	\$581.51
Invoice	13486	1/24/2024		
Transaction Date	1/29/2024	General Checking	10100	Total \$1,744.51
Refer	115 DELTA DENTAL PLAN OF MN			
Cash Payment	E 101-41510-133	Employer Paid Dental	J. Bonniwell: February 2024 Dental	\$51.04
Invoice	RIS0005463660	2/1/2024		
Cash Payment	E 101-41510-133	Employer Paid Dental	J. Heinz: February 2024 Dental	\$51.04
Invoice	RIS0005463660	2/1/2024		
Cash Payment	E 101-41510-133	Employer Paid Dental	D. Boelter: February 2024 Dental	\$102.09
Invoice	RIS0005463660	2/1/2024		
Cash Payment	E 101-41510-133	Employer Paid Dental	W. Manson: February 2024 Dental	\$51.04
Invoice	RIS0005463661	2/1/2024		
Cash Payment	E 601-41510-133	Employer Paid Dental	D. Remer: February 2024 Dental	\$48.83
Invoice	RIS0005463660	2/1/2024		
Cash Payment	E 602-41510-133	Employer Paid Dental	D. Remer: February 2024 Dental	\$48.83
Invoice	RIS0005463660	2/1/2024		
Cash Payment	E 605-41510-133	Employer Paid Dental	D. Remer: February 2024 Dental	\$48.84
Invoice	RIS0005463660	2/1/2024		
Transaction Date	1/29/2024	General Checking	10100	Total \$401.71
Refer	107 EMERGENCY APPARATUS MAINT.			
Cash Payment	E 220-42220-222	Vehicle repair/mtce	Engine 11: Pump Drains Slowly, Drained the Pump & Pulled a Vacuum in the Pump, Pulled 25 and lost 4, Passed, Tagged Pump	\$245.25
Invoice	130775	1/16/2024		
Transaction Date	1/29/2024	General Checking	10100	Total \$245.25
Refer	106 ESRI, INC.		Ck# 000099E 1/29/2024	
Cash Payment	E 101-43100-309	Maintenance Contracts	Annual GIS Contract: 1/4/2024 - 1/3/2025	\$311.75
Invoice	94637552	1/4/2024		
Cash Payment	E 601-49350-309	Maintenance Contracts	Annual GIS Contract: 1/4/2024 - 1/3/2025	\$311.75
Invoice	94637552	1/4/2024		
Cash Payment	E 602-49350-309	Maintenance Contracts	Annual GIS Contract: 1/4/2024 - 1/3/2025	\$311.75
Invoice	94637552	1/4/2024		
Cash Payment	E 604-49350-309	Maintenance Contracts	Annual GIS Contract: 1/4/2024 - 1/3/2025	\$311.75
Invoice	94637552	1/4/2024		
Transaction Date	1/29/2024	General Checking	10100	Total \$1,247.00

CITY OF MONTROSE

01/29/24 3:00 PM

Page 3

Payments

Current Period: January 2024

Refer	102 HAWKINS, INC.	-			
Cash Payment	E 605-49350-216 Chemicals and Chem Pr	Ferric Chloride 35% Solution - 2,390.8045 Gallons		\$8,621.10	
Invoice	6668527	1/17/2024			
Cash Payment	E 601-49350-216 Chemicals and Chem Pr	150 lb. Chlorine Cylinder - Qty 2, Hydrofluosilicic Acid, LPC-5		\$3,842.06	
Invoice	6673270	1/24/2024			
Transaction Date	1/29/2024	General Checking	10100	Total	\$12,463.16
Refer	116 I.I.M.C.	-			
Cash Payment	E 101-41510-433 Dues and Subscriptions	J. Bonniwell: IIMC Annual Membership Fee, IIMC Foundation Education Contribution		\$150.00	
Invoice					
Cash Payment	E 101-41510-433 Dues and Subscriptions	C. Gerarg: IIMC Additional Full Member Fee		\$125.00	
Invoice					
Cash Payment	E 101-41510-433 Dues and Subscriptions	J. Heinz: IIMC Full Member Fee		\$185.00	
Invoice					
Transaction Date	1/29/2024	General Checking	10100	Total	\$460.00
Refer	111 IUOE LOCAL #49	-			
Cash Payment	G 101-10506 Health Ins.	R. Eischens: March 2024 Medical & Dental		\$1,475.00	
Invoice					
Cash Payment	G 101-10506 Health Ins.	C. Gerard: March 2024 Medical & Dental		\$1,475.00	
Invoice					
Cash Payment	G 101-10506 Health Ins.	R. Henry Jr: March 2024 Medical & Dental		\$1,475.00	
Invoice					
Cash Payment	G 101-10506 Health Ins.	J. Kurkosky: March 2024 Medical & Dental		\$1,475.00	
Invoice					
Cash Payment	G 101-10506 Health Ins.	B. Mickolichuk: March 2024 Medical & Dental		\$1,475.00	
Invoice					
Transaction Date	1/29/2024	General Checking	10100	Total	\$7,375.00
Refer	123 LINCOLN NATL LIFE INS CO	-			
Cash Payment	E 101-41510-134 Employer Paid Life	Life Insurance - February 2024		\$51.65	
Invoice					
Cash Payment	E 601-41510-134 Employer Paid Life	Life Insurance - February 2024		\$51.66	
Invoice					
Cash Payment	E 602-41510-134 Employer Paid Life	Life Insurance - February 2024		\$51.65	
Invoice					
Cash Payment	E 605-41510-134 Employer Paid Life	Life Insurance - February 2024		\$18.25	
Invoice					
Transaction Date	1/29/2024	General Checking	10100	Total	\$173.21
Refer	118 MADISON NATIONAL LIFE	-			
Cash Payment	G 101-10507 LTD & STD	LTD & STD - February 2024		\$413.53	
Invoice	1604083				
Transaction Date	1/29/2024	General Checking	10100	Total	\$413.53
Refer	124 MARCO, INC.	Ck# 000102E 1/29/2024			
Cash Payment	E 101-41510-309 Maintenance Contracts	Contract Base Rate Charge for 1/21/2024 - 2/20/2024		\$65.90	
Invoice	INV12077400	1/19/2024			
Transaction Date	1/29/2024	General Checking	10100	Total	\$65.90
Refer	105 MENARDS	-			

CITY OF MONTROSE

01/29/24 3:00 PM

Page 4

Payments

Current Period: January 2024

Cash Payment	E 101-43100-215	Shop Supplies	Welding Gas Hose, Screwdriver Set, Punch & Chisel Set, Weld Wire Mig, Hard Shell Paste Wax	\$163.35
Invoice 99683	1/4/2024			
Cash Payment	E 101-43100-228	Electrical Repairs	Generator Plug Adapters	\$24.98
Invoice 74	1/11/2024			
Transaction Date	1/29/2024	General Checking	10100	Total \$188.33
Refer	104	METERING & TECHNOLOGY SOLU	-	
Cash Payment	E 601-49350-218	Water Meters	1.5" Meters - Qty 3 (Rosehaven1, Rosehaven 2, 12/12 Meats)	\$2,211.86
Invoice INV4227	1/23/2024			
Transaction Date	1/29/2024	General Checking	10100	Total \$2,211.86
Refer	129	MILHAUSEN AUTO REPAIR	-	
Cash Payment	E 101-43100-222	Vehicle repair/mtce	2005 Chevy Silverado 1500: Oil Change, U-Joint, Install Rear U-Joint	\$259.24
Invoice 5435	1/26/2024			
Transaction Date	1/29/2024	General Checking	10100	Total \$259.24
Refer	114	MINNESOTA MUNICIPAL UTILITIES	-	
Cash Payment	E 601-49350-433	Dues and Subscriptions	2024 Water Utility Member Dues	\$366.00
Invoice 63307	1/5/2024			
Transaction Date	1/29/2024	General Checking	10100	Total \$366.00
Refer	101	MVTL LABORATORIES, INC.	-	
Cash Payment	E 601-49350-316	Testing Service	1/12/2024 Water Testing - Coliform	\$76.80
Invoice 1235680	1/16/2024			
Cash Payment	E 605-49350-316	Testing Service	1/24/2024 Wastewater Testing	\$160.46
Invoice 1236967	1/25/2024			
Cash Payment	E 605-49350-316	Testing Service	1/17/2024 Wastewater Testing	\$160.46
Invoice 1236095	1/18/2024			
Cash Payment	E 605-49350-316	Testing Service	1/19/2024 Salty Discharge Testing	\$184.50
Invoice 1236484	1/23/2024			
Transaction Date	1/29/2024	General Checking	10100	Total \$582.22
Refer	122	PAUMEN COMPUTER SERVICES	-	
Cash Payment	E 101-41510-208	Training and Instruction	Set Up Know Be4 Training for January 2024	\$70.00
Invoice 16159	1/13/2024			
Cash Payment	E 101-41510-309	Maintenance Contracts	Offsite Replication of Quest Rapid Recovery Server: February 2024	\$195.00
Invoice 16159	1/13/2024			
Cash Payment	E 101-41510-309	Maintenance Contracts	Scheduled Maintenance	\$595.00
Invoice 16159	1/13/2024			
Cash Payment	E 101-41110-575	Computer Equipment	Battery Backup, Misc. Parts TrendNet 5 Port POE	\$13.20
Invoice 16159	1/13/2024			
Cash Payment	E 101-41510-575	Computer Equipment	Battery Backup, Misc. Parts TrendNet 5 Port POE	\$52.78
Invoice 16159	1/13/2024			
Cash Payment	E 101-43100-575	Computer Equipment	Battery Backup, Misc. Parts TrendNet 5 Port POE	\$13.20
Invoice 16159	1/13/2024			
Cash Payment	E 220-42220-575	Computer Equipment	Battery Backup, Misc. Parts TrendNet 5 Port POE	\$13.20
Invoice 16159	1/13/2024			

CITY OF MONTROSE

01/29/24 3:00 PM

Page 5

Payments

Current Period: January 2024

Cash Payment	E 601-49350-200	Office Supplies (GENER	Battery Backup, Misc. Parts TrendNet 5 Port POE	\$13.20
Invoice 16159	1/13/2024			
Cash Payment	E 605-49350-200	Office Supplies (GENER	Battery Backup, Misc. Parts TrendNet 5 Port POE	\$26.40
Invoice 16159	1/13/2024			
Transaction Date	1/29/2024	General Checking	10100	Total \$991.98
Refer	119	QUILL CORPORATION		
Cash Payment	E 101-41510-200	Office Supplies (GENER	Filing Cabinet	\$536.86
Invoice 36418274	1/3/2024			
Cash Payment	E 101-41910-200	Office Supplies (GENER	Filing Cabinet	\$107.37
Invoice 36418274	1/3/2024			
Cash Payment	E 220-42220-200	Office Supplies (GENER	Filing Cabinet	\$214.75
Invoice 36418274	1/3/2024			
Cash Payment	E 601-49350-200	Office Supplies (GENER	Filing Cabinet	\$53.69
Invoice 36418274	1/3/2024			
Cash Payment	E 602-49350-200	Office Supplies (GENER	Filing Cabinet	\$53.69
Invoice 36418274	1/3/2024			
Cash Payment	E 604-49350-200	Office Supplies (GENER	Filing Cabinet	\$53.69
Invoice 36418274	1/3/2024			
Cash Payment	E 605-49350-200	Office Supplies (GENER	Filing Cabinet	\$53.69
Invoice 36418274	1/3/2024			
Cash Payment	E 101-41510-200	Office Supplies (GENER	2024 Desk Pad Calendars - Qty 3, Adding Machine Rolls, Received Stamps, 5 Compartment Organizer	\$75.46
Invoice 36405704	1/2/2024			
Cash Payment	E 101-41910-200	Office Supplies (GENER	2024 Desk Pad Calendars - Qty 3, Adding Machine Rolls, Received Stamps, 5 Compartment Organizer	\$15.09
Invoice 36405704	1/2/2024			
Cash Payment	E 220-42220-200	Office Supplies (GENER	2024 Desk Pad Calendars - Qty 3, Adding Machine Rolls, Received Stamps, 5 Compartment Organizer	\$30.18
Invoice 36405704	1/2/2024			
Cash Payment	E 601-49350-200	Office Supplies (GENER	2024 Desk Pad Calendars - Qty 3, Adding Machine Rolls, Received Stamps, 5 Compartment Organizer	\$7.55
Invoice 36405704	1/2/2024			
Cash Payment	E 602-49350-200	Office Supplies (GENER	2024 Desk Pad Calendars - Qty 3, Adding Machine Rolls, Received Stamps, 5 Compartment Organizer	\$7.55
Invoice 36405704	1/2/2024			
Cash Payment	E 604-49350-200	Office Supplies (GENER	2024 Desk Pad Calendars - Qty 3, Adding Machine Rolls, Received Stamps, 5 Compartment Organizer	\$7.55
Invoice 36405704	1/2/2024			
Cash Payment	E 605-49350-200	Office Supplies (GENER	2024 Desk Pad Calendars - Qty 3, Adding Machine Rolls, Received Stamps, 5 Compartment Organizer	\$7.55
Invoice 36405704	1/2/2024			
Cash Payment	E 101-41510-200	Office Supplies (GENER	4 Piece Paper Tray	\$48.32
Invoice 36808240	1/23/2024			
Cash Payment	E 101-41910-200	Office Supplies (GENER	4 Piece Paper Tray	\$9.66
Invoice 36808240	1/23/2024			
Cash Payment	E 220-42220-200	Office Supplies (GENER	4 Piece Paper Tray	\$19.32
Invoice 36808240	1/23/2024			

CITY OF MONTROSE

01/29/24 3:00 PM

Page 6

Payments

Current Period: January 2024

Cash Payment	E 601-49350-200	Office Supplies (GENER	4 Piece Paper Tray		\$4.83
Invoice	36808240	1/23/2024			
Cash Payment	E 602-49350-200	Office Supplies (GENER	4 Piece Paper Tray		\$4.83
Invoice	36808240	1/23/2024			
Cash Payment	E 604-49350-200	Office Supplies (GENER	4 Piece Paper Tray		\$4.83
Invoice	36808240	1/23/2024			
Cash Payment	E 605-49350-200	Office Supplies (GENER	4 Piece Paper Tray		\$4.83
Invoice	36808240	1/23/2024			
Cash Payment	E 101-41510-200	Office Supplies (GENER	Scanned Stamp, Wall Calendar		\$15.36
Invoice	36822329	1/23/2024			
Cash Payment	E 101-41910-200	Office Supplies (GENER	Scanned Stamp, Wall Calendar		\$3.07
Invoice	36822329	1/23/2024			
Cash Payment	E 220-42220-200	Office Supplies (GENER	Scanned Stamp, Wall Calendar		\$6.14
Invoice	36822329	1/23/2024			
Cash Payment	E 601-49350-200	Office Supplies (GENER	Scanned Stamp, Wall Calendar		\$1.53
Invoice	36822329	1/23/2024			
Cash Payment	E 602-49350-200	Office Supplies (GENER	Scanned Stamp, Wall Calendar		\$1.53
Invoice	36822329	1/23/2024			
Cash Payment	E 604-49350-200	Office Supplies (GENER	Scanned Stamp, Wall Calendar		\$1.53
Invoice	36822329	1/23/2024			
Cash Payment	E 605-49350-200	Office Supplies (GENER	Scanned Stamp, Wall Calendar		\$1.53
Invoice	36822329	1/23/2024			
Transaction Date	1/29/2024	General Checking	10100	Total	\$1,351.98
Refer	117	RUSSELL S LOCK & KEY, INC.	-		
Cash Payment	G 101-22200	Deferred Revenues	Design & Implement Master Key System Utilizing Medeco Patented Protected Lock Cylinders and Keys		\$15,106.00
Invoice	A47448	1/19/2024			
Transaction Date	1/29/2024	General Checking	10100	Total	\$15,106.00
Refer	103	STEINER AUTO PARTS	-		
Cash Payment	E 605-49350-240	Small Tools and Minor E	Sewerline Plug / Clarifier: Air Hose, Valve Tool		\$36.77
Invoice	272744	1/24/2024			
Cash Payment	E 101-43100-222	Vehicle repair/mtce	2019 WS Dumptruck: Mud Flap		\$16.49
Invoice	272692	1/23/2024			
Transaction Date	1/29/2024	General Checking	10100	Total	\$53.26
Refer	121	TOTAL PRINTING	-		
Cash Payment	E 101-41510-200	Office Supplies (GENER	J. Heinz: 500 Business Cards		\$175.00
Invoice	13858	1/16/2024			
Transaction Date	1/29/2024	General Checking	10100	Total	\$175.00
Refer	127	TOWMASTER	-		
Cash Payment	E 101-43100-540	Heavy Machinery	2019 Western Star: 4' Section Polar Flex Front - Qty 2, Hardfaced Guardcurb - Qty 2		\$2,794.00
Invoice	466318	1/19/2024			
Transaction Date	1/29/2024	General Checking	10100	Total	\$2,794.00
Refer	126	VERIZON WIRELESS	-		
Cash Payment	E 101-41510-321	Telephone	Cell Phones 1/24/2024 - 2/23/2024		\$100.10
Invoice	9954955875	1/23/2024			
Cash Payment	E 101-43100-321	Telephone	Cell Phones 1/24/2024 - 2/23/2024		\$93.41
Invoice	9954955875	1/23/2024			
Cash Payment	E 220-42220-321	Telephone	Cell Phones 1/24/2024 - 2/23/2024		\$40.01
Invoice	9954955875	1/23/2024			

CITY OF MONTROSE

01/29/24 3:00 PM

Page 7

Payments

Current Period: January 2024

Cash Payment	E 230-45100-321 Telephone	Cell Phones 1/24/2024 - 2/23/2024	\$50.05
Invoice	9954955875 1/23/2024		
Cash Payment	E 601-49350-321 Telephone	Cell Phones 1/24/2024 - 2/23/2024	\$93.41
Invoice	9954955875 1/23/2024		
Cash Payment	E 602-49350-321 Telephone	Cell Phones 1/24/2024 - 2/23/2024	\$93.40
Invoice	9954955875 1/23/2024		
Cash Payment	E 605-49350-321 Telephone	Cell Phones 1/24/2024 - 2/23/2024	\$50.05
Invoice	9954955875 1/23/2024		
Transaction Date	1/29/2024	General Checking 10100	Total \$520.43
Refer	110 WAL-MART COMMUNITY		
Cash Payment	E 101-41510-200 Office Supplies (GENER Kleenex, Cutlery, Plates, Swiffers		\$46.97
Invoice	1/11/2024		
Transaction Date	1/29/2024	General Checking 10100	Total \$46.97
Refer	112 WRIGHT CTY FINANCE DEPT.		
Cash Payment	E 101-41510-351 Legal Notices Publishing TNT Supplies		\$84.17
Invoice	200012823 1/23/2024		
Cash Payment	E 101-41510-322 Postage	TNT Postage	\$209.34
Invoice	200012823 1/23/2024		
Transaction Date	1/29/2024	General Checking 10100	Total \$293.51

Fund Summary

	10100 General Checking	
101 GENERAL FUND		\$32,157.73
220 FIRE DEPARTMENT		\$568.85
230 PARK AND RECREATION		\$50.05
290 COMMUNITY CENTER		\$603.51
303 DEBT SERV MONTROSE MEADOWS		\$56,400.00
601 WATER FUND		\$7,116.49
602 SANITARY SEWER FUND		\$606.56
604 STORM WATER FUND		\$379.35
605 WASTEWATER PLANT		\$9,429.75
		\$107,312.29

Pre-Written Checks	\$1,312.90
Checks to be Generated by the Computer	\$105,999.39
Total	\$107,312.29

CITY OF MONTROSE

02/09/24 8:13 AM

Page 1

*Check Summary Register©

Batch: 2-12-2024 Claims

	Name	Check Date	Check Amt	
10100	General Checking			
153e	GOPHER STATE ONE-CALL	2/12/2024	\$67.55	2024 Annual Facility Operator Fee
154e	Xcel Energy	2/12/2024	\$423.57	51-0010598826-6: 800 Buffalo Avenue South 1
155e	ADAMS PEST CONTROL-MAIN	2/12/2024	\$82.50	1/22/2024 Pest Control
156e	MN PUBLIC FACILITIES AUTHOR	2/12/2024	\$6,627.59	MN PFA 2010 Loan - Interest Payment
36247	BADGER METER, INC.	2/12/2024	\$202.44	January 2024 Metering & Technology
36248	CINTAS	2/12/2024	\$218.80	Week of 2/7/2024 Uniforms
36249	COLE PAPERS, INC.	2/12/2024	\$254.23	Printer Paper
36250	COMCAST	2/12/2024	\$641.02	Public Works: Cable & Internet February 2024
36251	CR ELECTRIC, INC.	2/12/2024	\$268.35	Security Upgrade: Connected New Automatic
36252	GMH Asphalt Corporation	2/12/2024	\$27,021.77	2023 Street Improvement Project - Final Paym
36253	Hafeman, Tanner	2/12/2024	\$9.92	Overpayment on Account #00-00001972-03-4
36254	Hamilton, Briana	2/12/2024	\$26.12	Overpayment on Account #00-00005085-02-2
36255	HERALD JOURNAL PUBLISHING	2/12/2024	\$689.35	1/5/2024 Maintenance Worker I Ad
36256	HILLYARD/HUTCHINSON	2/12/2024	\$429.23	Community Center: Toilet Paper, Bowl Cleaner
36257	IUOE LOCAL #49	2/12/2024	\$175.00	C. Gerard: February 2024 Union Dues
36258	JENSON, MARIE	2/12/2024	\$315.00	City Hall: January 2024 Cleaning
36259	JLR GARAGE DOOR SERVICE, I	2/12/2024	\$150.00	PW Shop: Garage Opener Repair
36260	M&M EXPRESS SALES & SERVIC	2/12/2024	\$59.90	Brush Cutting Blades - Qty 2
36261	METRO WEST INSPECTION SER	2/12/2024	\$2,155.37	Pmt 23-75 @ 2378 US Highway 12
36262	Mianmanus, Peter	2/12/2024	\$96.65	Overpayment on Account #00-00001185-06-3
36263	MIDWEST FLO CAL LLC	2/12/2024	\$560.41	Calibrate Influent Magmeter & Effluent OCM at
36264	MN COMPUTER SYSTEMS, INC.	2/12/2024	\$327.53	Toshiba Contract Base Rate & Overage 1/12/2
36265	MN DNR WATERS	2/12/2024	\$1,011.29	Water Permit
36266	MVTL LABORATORIES, INC.	2/12/2024	\$320.92	2/1/2024 Wastewater Testing
36267	Nuso, LLC	2/12/2024	\$187.40	Telephone Service 2/1 - 2/29/2024
36268	Piazza-Sarinske, Tricia	2/12/2024	\$147.64	Overpayment on Account #00-00002030-00-7
36269	RITEWAY BUSINESS FORMS	2/12/2024	\$237.95	1,000 Laser Checks
36270	RUSSELL SECURITY RESOURCE	2/12/2024	\$2,457.00	Supply & Install an HDMI Splitter to Run a Cam
36271	Stover, Branden	2/12/2024	\$11.73	Overpayment on Account #00-00002531-04-5
36272	STREICHERS, INC.	2/12/2024	\$34.99	D. Paradeise: Belt
36273	TOWMASTER	2/12/2024	\$2,623.00	2019 & 2024 Western Star Trucks: Polarflex 4'
36274	WEX BANK	2/12/2024	\$757.82	FD Fuel: 1/7/2024 - 2/6/2024
36275	WRIGHT COUNTY JOURNAL PR	2/12/2024	\$791.30	Administrative Assistant / Permit Technician A
Total Checks			\$49,383.34	

CITY OF MONTROSE

Payments

02/09/24 8:03 AM
Page 1

Current Period: February 2024

Payments Batch 2-12-2024 Claims

\$49,383.34

Refer	172 ADAMS PEST CONTROL, INC.	Ck# 000155E 2/12/2024		
Cash Payment	E 101-41940-401 Rep/Maint Buildings & G	1/22/2024 Pest Control		\$82.50
Invoice	3770612	1/22/2024		
Transaction Date	2/8/2024	General Checking	10100	Total \$82.50
Refer	158 BADGER METER, INC.	-		
Cash Payment	E 601-49350-309 Maintenance Contracts	January 2024 Metering & Technology		\$202.44
Invoice	80148928	1/31/2024		
Transaction Date	2/8/2024	General Checking	10100	Total \$202.44
Refer	162 CINTAS	-		
Cash Payment	E 101-43100-214 Uniforms	Week of 2/7/2024 Uniforms		\$17.54
Invoice	4182619196	2/7/2024		
Cash Payment	E 601-49350-214 Uniforms	Week of 2/7/2024 Uniforms		\$17.53
Invoice	4182619196	2/7/2024		
Cash Payment	E 602-49350-214 Uniforms	Week of 2/7/2024 Uniforms		\$17.54
Invoice	4182619196	2/7/2024		
Cash Payment	E 605-49350-214 Uniforms	Week of 2/7/2024 Uniforms		\$17.54
Invoice	4182619196	2/7/2024		
Cash Payment	E 101-41940-401 Rep/Maint Buildings & G	Week of 2/7/2024 Rugs		\$19.00
Invoice	4182619196	2/7/2024		
Cash Payment	E 290-41940-401 Rep/Maint Buildings & G	Week of 2/7/2024 Rugs		\$11.00
Invoice	4182619196	2/7/2024		
Cash Payment	E 605-49350-401 Rep/Maint Buildings & G	Week of 2/7/2024 Rugs		\$11.00
Invoice	4182619196	2/7/2024		
Cash Payment	E 101-43100-214 Uniforms	Week of 1/31/2024 Uniforms		\$16.67
Invoice	4181977857	1/31/2024		
Cash Payment	E 601-49350-214 Uniforms	Week of 1/31/2024 Uniforms		\$16.66
Invoice	4181977857	1/31/2024		
Cash Payment	E 602-49350-214 Uniforms	Week of 1/31/2024 Uniforms		\$16.66
Invoice	4181977857	1/31/2024		
Cash Payment	E 605-49350-214 Uniforms	Week of 1/31/2024 Uniforms		\$16.66
Invoice	4181977857	1/31/2024		
Cash Payment	E 101-41940-401 Rep/Maint Buildings & G	Week of 1/31/2024 Rugs		\$19.00
Invoice	4181977857	1/31/2024		
Cash Payment	E 290-41940-401 Rep/Maint Buildings & G	Week of 1/31/2024 Rugs		\$11.00
Invoice	4181977857	1/31/2024		
Cash Payment	E 605-49350-401 Rep/Maint Buildings & G	Week of 1/31/2024 Rugs		\$11.00
Invoice	4181977857	1/31/2024		
Transaction Date	2/8/2024	General Checking	10100	Total \$218.80
Refer	170 COLE PAPERS, INC.	-		
Cash Payment	E 101-41510-200 Office Supplies (GENER	Printer Paper		\$124.62
Invoice	10388708	1/8/2024		
Cash Payment	E 101-41910-200 Office Supplies (GENER	Printer Paper		\$25.72
Invoice	10388708	1/8/2024		
Cash Payment	E 220-42220-200 Office Supplies (GENER	Printer Paper		\$50.44
Invoice	10388708	1/8/2024		
Cash Payment	E 601-49350-200 Office Supplies (GENER	Printer Paper		\$13.37
Invoice	10388708	1/8/2024		
Cash Payment	E 602-49350-200 Office Supplies (GENER	Printer Paper		\$13.36
Invoice	10388708	1/8/2024		

CITY OF MONTROSE

02/09/24 8:03 AM

Page 2

Payments

Current Period: February 2024

Cash Payment	E 604-49350-200 Office Supplies (GENER	Printer Paper			\$13.36
Invoice	10388708	1/8/2024			
Cash Payment	E 605-49350-200 Office Supplies (GENER	Printer Paper			\$13.36
Invoice	10388708	1/8/2024			
Transaction Date	2/8/2024	General Checking	10100	Total	\$254.23
Refer	161 COMCAST				
Cash Payment	E 605-49350-321 Telephone	WWTP: Internet			\$109.85
Invoice		2/1/2024			
Cash Payment	E 101-41510-321 Telephone	City Hall: Cable & Internet February 2024			\$74.54
Invoice		1/24/2024			
Cash Payment	E 601-49350-321 Telephone	City Hall: Cable & Internet February 2024			\$74.54
Invoice		1/24/2024			
Cash Payment	E 602-49350-321 Telephone	City Hall: Cable & Internet February 2024			\$74.54
Invoice		1/24/2024			
Cash Payment	E 101-43100-321 Telephone	Public Works: Cable & Internet February 2024			\$34.95
Invoice		1/24/2024			
Cash Payment	E 601-49350-321 Telephone	Public Works: Cable & Internet February 2024			\$34.95
Invoice		1/24/2024			
Cash Payment	E 602-49350-321 Telephone	Public Works: Cable & Internet February 2024			\$34.95
Invoice		1/24/2024			
Cash Payment	E 220-42220-321 Telephone	Fire Dept: Internet February 2024			\$97.85
Invoice		1/24/2024			
Cash Payment	E 290-41940-321 Telephone	Comm. Center: Internet February 2024			\$104.85
Invoice		1/24/2024			
Transaction Date	2/8/2024	General Checking	10100	Total	\$641.02
Refer	187 CR ELECTRIC, INC.				
Cash Payment	G 101-22200 Deferred Revenues	Security Upgrade: Connected New Automatic Door Opener to Existing Exit Sign Power			\$268.35
Invoice	13493	2/5/2024			
Transaction Date	2/9/2024	General Checking	10100	Total	\$268.35
Refer	164 GMH Asphalt Corporation				
Cash Payment	E 506-43100-700 Transfers (GENERAL)	2023 Street Improvement Project - Final Payment			\$27,021.77
Invoice		2/7/2024			
Transaction Date	2/8/2024	General Checking	10100	Total	\$27,021.77
Refer	157 GOPHER STATE ONE-CALL INC	Ck# 000153E 2/12/2024			
Cash Payment	E 601-49350-317 Utility Contractual Serv	2024 Annual Facility Operator Fee			\$25.00
Invoice	4010609	1/31/2024			
Cash Payment	E 602-49350-317 Utility Contractual Serv	2024 Annual Facility Operator Fee			\$25.00
Invoice	4010609	1/31/2024			
Cash Payment	E 601-49350-317 Utility Contractual Serv	13 Locate Tickets			\$8.77
Invoice	4010609	1/31/2024			
Cash Payment	E 602-49350-317 Utility Contractual Serv	13 Locate Tickets			\$8.78
Invoice	4010609	1/31/2024			
Transaction Date	2/8/2024	General Checking	10100	Total	\$67.55
Refer	168 Hafeman, Tanner				
Cash Payment	G 601-99999 Undistributed Receipts	Overpayment on Account #00-00001972-03-4 @ 529 1st Street North			\$9.92
Invoice					
Transaction Date	2/8/2024	General Checking	10100	Total	\$9.92
Refer	165 Hamilton, Briana				

CITY OF MONTROSE

02/09/24 8:03 AM

Page 3

Payments

Current Period: February 2024

Cash Payment	G 601-99999 Undistributed Receipts	Overpayment on Account #00-00005085-02-2 @ 908 Burton Circle	\$26.12
Invoice			
Transaction Date	2/8/2024	General Checking 10100	Total \$26.12
Refer	173 HERALD JOURNAL PUBLISHING, I		
Cash Payment	E 101-41510-340 Advertising	1/5/2024 Maintenance Worker I Ad	\$149.85
Invoice			
Cash Payment	E 101-41510-340 Advertising	1/5/2024 Administrative Assistant / Permit Technician Ad	\$206.50
Invoice			
Cash Payment	E 101-41510-340 Advertising	1/12/2024 Administrative Assistant / Permit Technician Ad	\$166.50
Invoice			
Cash Payment	E 101-41510-340 Advertising	1/19/2024 Administrative Assistant / Permit Technician Ad	\$166.50
Invoice			
Transaction Date	2/8/2024	General Checking 10100	Total \$689.35
Refer	156 HILL YARD		
Cash Payment	E 290-41940-210 Operating Supplies (GE	Community Center: Toilet Paper, Bowl Cleaner, Disinfectant, Cleaner	\$429.23
Invoice 605380365	2/2/2024		
Transaction Date	2/8/2024	General Checking 10100	Total \$429.23
Refer	188 IUOE LOCAL #49		
Cash Payment	G 101-10509 Union Dues	R. Eischens: February 2024 Union Dues	\$35.00
Invoice	2/5/2024		
Cash Payment	G 101-10509 Union Dues	C. Gerard: February 2024 Union Dues	\$35.00
Invoice	2/5/2024		
Cash Payment	G 101-10509 Union Dues	R. Henry Jr: February 2024 Union Dues	\$35.00
Invoice	2/5/2024		
Cash Payment	G 101-10509 Union Dues	J. Kurkosky: February 2024 Union Dues	\$35.00
Invoice	2/5/2024		
Cash Payment	G 101-10509 Union Dues	B. Mickolichuk: February 2024 Union Dues	\$35.00
Invoice	2/5/2024		
Transaction Date	2/9/2024	General Checking 10100	Total \$175.00
Refer	176 JENSON, MARIE		
Cash Payment	E 101-41940-310 Cleaning Service	City Hall: January 2024 Cleaning	\$150.00
Invoice			
Cash Payment	E 290-41940-310 Cleaning Service	Community Center: January 2024 Cleaning	\$165.00
Invoice			
Transaction Date	2/8/2024	General Checking 10100	Total \$315.00
Refer	180 JLR GARAGE DOOR SERVICE, INC		
Cash Payment	E 101-43100-401 Rep/Maint Buildings & G	PW Shop: Garage Opener Repair	\$150.00
Invoice	2/1/2024		
Transaction Date	2/8/2024	General Checking 10100	Total \$150.00
Refer	181 M&M EXPRESS SALES & SERVICE		
Cash Payment	E 101-43100-240 Small Tools and Minor E	Brush Cutting Blades - Qty 2	\$59.90
Invoice 488579	2/1/2024		
Transaction Date	2/8/2024	General Checking 10100	Total \$59.90
Refer	175 METRO WEST INSPECTION SERVI		
Cash Payment	G 201-20323 Inspection Fees Pay 2023	Pmt 23-75 @ 2378 US Highway 12	\$207.28
Invoice 4015	1/24/2024		

CITY OF MONTROSE

02/09/24 8:03 AM

Page 4

Payments

Current Period: February 2024

Cash Payment	G 201-20322	Inspection Fees Pay 2022	Pmt 22-162 @ 303 Hogan Drive	\$37.50
Invoice 4015	1/24/2024			
Cash Payment	G 201-20323	Inspection Fees Pay 2023	Pmt 23-72 @ 200 Crystal Lane	\$75.00
Invoice 4015	1/24/2024			
Cash Payment	G 201-20323	Inspection Fees Pay 2023	Pmt 23-84 @ 703 7th Street North	\$184.18
Invoice 4015	1/24/2024			
Cash Payment	G 201-20323	Inspection Fees Pay 2023	Pmt 23-101 @ 707 Brook Court	\$37.50
Invoice 4015	1/24/2024			
Cash Payment	G 201-20323	Inspection Fees Pay 2023	Pmt 23-135 @ 112 Emerson Avenue	\$288.13
Invoice 4015	1/24/2024			
Cash Payment	G 201-20322	Inspection Fees Pay 2022	Pmt 22-150 @ 131 Emerson Avenue	\$37.50
Invoice 4015	1/24/2024			
Cash Payment	G 201-20322	Inspection Fees Pay 2022	Pmt 22-160 @ 154 Crystal Court	\$37.50
Invoice 4015	1/24/2024			
Cash Payment	G 201-20322	Inspection Fees Pay 2022	Pmt 22-202 @ 229 Crystal Lane	\$37.50
Invoice 4015	1/24/2024			
Cash Payment	G 201-20322	Inspection Fees Pay 2022	Pmt 22-203 @ 183 Pheasant Ridge	\$37.50
Invoice 4015	1/24/2024			
Cash Payment	G 201-20322	Inspection Fees Pay 2022	Pmt 22-204 @ 231 Quail Drive	\$37.50
Invoice 4015	1/24/2024			
Cash Payment	G 201-20322	Inspection Fees Pay 2022	Pmt 22-207 @ 300 Fairmont Avenue	\$37.50
Invoice 4015	1/24/2024			
Cash Payment	G 201-20323	Inspection Fees Pay 2023	Pmt 23-210 @ 507 2nd Street South	\$37.50
Invoice 4015	1/24/2024			
Cash Payment	G 201-20323	Inspection Fees Pay 2023	Pmt 23-212 @ 155 Grouse Circle	\$37.50
Invoice 4015	1/24/2024			
Cash Payment	G 201-20323	Inspection Fees Pay 2023	Pmt 23-124 @ 149 Hill Street	\$37.50
Invoice 4015	1/24/2024			
Cash Payment	G 201-20323	Inspection Fees Pay 2023	Pmt 23-215 @ 315 Mindy Lane	\$37.50
Invoice 4015	1/24/2024			
Cash Payment	G 201-20323	Inspection Fees Pay 2023	Pmt 23-216 @ 202 Ringneck Drive	\$37.50
Invoice 4015	1/24/2024			
Cash Payment	G 201-20323	Inspection Fees Pay 2023	Pmt 23-217 @ 216 Quail Drive	\$37.50
Invoice 4015	1/24/2024			
Cash Payment	G 201-20323	Inspection Fees Pay 2023	Pmt 23-218 @ 152 Grouse Circle	\$37.50
Invoice 4015	1/24/2024			
Cash Payment	G 201-20323	Inspection Fees Pay 2023	Pmt 23-220 @ 114 Garner Court	\$37.50
Invoice 4015	1/24/2024			
Cash Payment	G 201-20323	Inspection Fees Pay 2023	Pmt 23-222 @ 504 5th Street North	\$37.50
Invoice 4015	1/24/2024			
Cash Payment	G 201-20323	Inspection Fees Pay 2023	Pmt 23-224 @ 631 7th Street North	\$37.50
Invoice 4015	1/24/2024			
Cash Payment	G 201-20323	Inspection Fees Pay 2023	Pmt 23-225 @ 168 Phasant Ridge	\$37.50
Invoice 4015	1/24/2024			
Cash Payment	G 201-20323	Inspection Fees Pay 2023	Pmt 23-228 @ 217 Crystal Lane	\$37.50
Invoice 4015	1/24/2024			
Cash Payment	G 201-20323	Inspection Fees Pay 2023	Pmt 23-230 @ 2346 55th Street	\$507.10
Invoice 4015	1/24/2024			
Cash Payment	G 201-20323	Inspection Fees Pay 2023	Pmt 23-232 @ 423 Emerson Avenue	\$75.00
Invoice 4015	1/24/2024			
Cash Payment	G 201-20323	Inspection Fees Pay 2023	Pmt 23-236 @ 301 Fairmont Avenue	\$68.68
Invoice 4015	1/24/2024			

CITY OF MONTROSE

Payments

02/09/24 8:03 AM
Page 5

Current Period: February 2024

Transaction Date	2/8/2024	General Checking	10100	Total	\$2,155.37
Refer	166 Mianmanus, Peter				
Cash Payment	G 601-99999 Undistributed Receipts	Overpayment on Account #00-00001185-06-3 @ 104 Charity Lane		\$96.65	
Invoice					
Transaction Date	2/8/2024	General Checking	10100	Total	\$96.65
Refer	178 MIDWEST FLO CAL				
Cash Payment	E 605-49350-221 Equipment repair/mtce	Calibrate Influent Magmeter & Effluent OCM at WWTP		\$560.41	
Invoice 12541	2/2/2024				
Transaction Date	2/8/2024	General Checking	10100	Total	\$560.41
Refer	163 MN COMPUTER SYSTEMS, INC.				
Cash Payment	E 101-41510-309 Maintenance Contracts	Toshiba Contract Base Rate & Overage 1/12/2024 - 2/11/2024		\$327.53	
Invoice 390886	2/6/2024				
Transaction Date	2/8/2024	General Checking	10100	Total	\$327.53
Refer	179 MN DNR WATERS				
Cash Payment	E 601-49350-433 Dues and Subscriptions	Water Permit		\$1,011.29	
Invoice 1984-3186	2/7/2024				
Transaction Date	2/8/2024	General Checking	10100	Total	\$1,011.29
Refer	182 MN PUBLIC FACILITIES AUTHORIT	Ck# 000156E 2/12/2024			
Cash Payment	E 601-49350-613 Short-Term Debt Interes	MN PFA 2010 Loan - Interest Payment		\$1,157.59	
Invoice					
Cash Payment	E 601-49350-613 Short-Term Debt Interes	MN PFA 2019 Loan - Interest Payment		\$5,470.00	
Invoice					
Transaction Date	2/8/2024	General Checking	10100	Total	\$6,627.59
Refer	159 MVTL LABORATORIES, INC.				
Cash Payment	E 605-49350-316 Testing Service	2/1/2024 Wastewater Testing		\$160.46	
Invoice 1238080	2/5/2024				
Cash Payment	E 605-49350-316 Testing Service	2/6/2024 Wastewater Testing		\$160.46	
Invoice 1238777	2/8/2024				
Transaction Date	2/8/2024	General Checking	10100	Total	\$320.92
Refer	177 NUSO, LLC				
Cash Payment	E 101-41510-321 Telephone	Telephone Service 2/1 - 2/29/2024		\$26.77	
Invoice 130848366					
Cash Payment	E 101-43100-321 Telephone	Telephone Service 2/1 - 2/29/2024		\$26.77	
Invoice 130848366					
Cash Payment	E 220-42220-321 Telephone	Telephone Service 2/1 - 2/29/2024		\$26.78	
Invoice 130848366					
Cash Payment	E 290-41940-321 Telephone	Telephone Service 2/1 - 2/29/2024		\$26.77	
Invoice 130848366					
Cash Payment	E 601-49350-321 Telephone	Telephone Service 2/1 - 2/29/2024		\$26.77	
Invoice 130848366					
Cash Payment	E 602-49350-321 Telephone	Telephone Service 2/1 - 2/29/2024		\$26.77	
Invoice 130848366					
Cash Payment	E 605-49350-321 Telephone	Telephone Service 2/1 - 2/29/2024		\$26.77	
Invoice 130848366					
Transaction Date	2/8/2024	General Checking	10100	Total	\$187.40
Refer	169 Piazza-Sarinske, Tricia				

CITY OF MONTROSE

02/09/24 8:03 AM

Page 6

Payments

Current Period: February 2024

Cash Payment	G 601-99999 Undistributed Receipts	Overpayment on Account #00-00002030-00-7 @ 305 Hogan Drive	\$147.64
Invoice			
Transaction Date	2/8/2024	General Checking 10100	Total \$147.64
Refer	171 RITEWAY BUSINESS FORMS		
Cash Payment	E 101-41510-200 Office Supplies (GENER 1,000 Laser Checks		\$39.66
Invoice 24-30225	1/29/2024		
Cash Payment	E 220-42220-200 Office Supplies (GENER 1,000 Laser Checks		\$39.65
Invoice 24-30225	1/29/2024		
Cash Payment	E 601-49350-200 Office Supplies (GENER 1,000 Laser Checks		\$39.66
Invoice 24-30225	1/29/2024		
Cash Payment	E 602-49350-200 Office Supplies (GENER 1,000 Laser Checks		\$39.66
Invoice 24-30225	1/29/2024		
Cash Payment	E 604-49350-200 Office Supplies (GENER 1,000 Laser Checks		\$39.66
Invoice 24-30225	1/29/2024		
Cash Payment	E 605-49350-200 Office Supplies (GENER 1,000 Laser Checks		\$39.66
Invoice 24-30225	1/29/2024		
Transaction Date	2/8/2024	General Checking 10100	Total \$237.95
Refer	183 RUSSELL S LOCK & KEY, INC.		
Cash Payment	G 101-22200 Deferred Revenues	Supply & Install an HDMI Splitter to Run a Camera View to 5 Monitors Supplied by City	\$2,405.00
Invoice A47576	1/30/2024		
Cash Payment	G 101-22200 Deferred Revenues	Supply Dogging Assembly for Yale Exit Device	\$52.00
Invoice A47592	1/31/2024		
Transaction Date	2/8/2024	General Checking 10100	Total \$2,457.00
Refer	167 Stover, Branden		
Cash Payment	G 601-99999 Undistributed Receipts	Overpayment on Account #00-00002531-04-5 @ 502 5th Street North	\$11.73
Invoice			
Transaction Date	2/8/2024	General Checking 10100	Total \$11.73
Refer	154 STREICHERS		
Cash Payment	E 220-42220-214 Uniforms	D. Paradeise: Belt	\$34.99
Invoice I1679333	1/30/2024		
Transaction Date	2/8/2024	General Checking 10100	Total \$34.99
Refer	155 TOWMASTER		
Cash Payment	E 101-43100-540 Heavy Machinery	2019 & 2024 Western Star Trucks: Polarflex 4' Front Mount System, CT Wear Segment, 3' HW Fab Wing Blades, 4' HW Fab Wing Blades	\$2,623.00
Invoice 466585	1/30/2024		
Transaction Date	2/8/2024	General Checking 10100	Total \$2,623.00
Refer	153 WEX BANK		
Cash Payment	E 220-42220-212 Gas & Oil	FD Fuel: 1/7/2024 - 2/6/2024	\$60.22
Invoice 95029011	2/6/2024		
Cash Payment	E 101-43100-212 Gas & Oil	Public Works Fuel: 1/7/2024 - 2/6/2024	\$453.44
Invoice 95029011	2/6/2024		
Cash Payment	E 601-49350-212 Gas & Oil	Water Dept. Fuel: 1/7/2024 - 2/6/2024	\$81.39
Invoice 95029011	2/6/2024		
Cash Payment	E 602-49350-212 Gas & Oil	Sewer Dept. Fuel: 1/7/2024 - 2/6/2024	\$81.39
Invoice 95029011	2/6/2024		
Cash Payment	E 605-49350-212 Gas & Oil	Wastewater Dept. Fuel: 1/7/2024 - 2/6/2024	\$81.38
Invoice 95029011	2/6/2024		

CITY OF MONTROSE

02/09/24 8:03 AM

Page 7

Payments

Current Period: February 2024

Transaction Date	2/8/2024	General Checking	10100	Total	\$757.82
Refer	174 WRIGHT COUNTY JOURNAL PRES				
Cash Payment	E 101-41510-340 Advertising	Maintenance Worker I Ad - Press 1/4/2024			\$25.48
Invoice 8016705	1/4/2024				
Cash Payment	E 101-41510-340 Advertising	Maintenance Worker I Ad - Full 1/7/2024			\$171.85
Invoice 8016706	1/7/2024				
Cash Payment	E 101-41510-340 Advertising	Administrative Assistant / Permit Technician Ad - Press 1/4/2024			\$29.12
Invoice 8016793	1/4/2024				
Cash Payment	E 101-41510-340 Advertising	Administrative Assistant / Permit Technician Ad - Press 1/11/2024			\$29.12
Invoice 8016793	1/11/2024				
Cash Payment	E 101-41510-340 Advertising	Administrative Assistant / Permit Technician Ad - Press 1/18/2024			\$29.12
Invoice 8016793	1/18/2024				
Cash Payment	E 101-41510-340 Advertising	Administrative Assistant / Permit Technician Ad - Full 1/7/2024			\$196.40
Invoice 8016794	1/7/2024				
Cash Payment	E 101-41510-340 Advertising	Administrative Assistant / Permit Technician Ad - Full 1/14/2024			\$196.40
Invoice 8016794	1/14/2024				
Cash Payment	E 101-41510-340 Advertising	Administrative Assistant / Permit Technician Ad - Full 1/21/2024			\$196.40
Invoice 8016794	1/21/2024				
Cash Payment	E 101-41510-340 Advertising	Discount			-\$105.09
Invoice					
Cash Payment	E 101-41910-351 Legal Notices Publishing	Ordinance 2024-01: Setting Various Development & Administrative Fees			\$22.50
Invoice	1/11/2024				
Transaction Date	2/8/2024	General Checking	10100	Total	\$791.30
Refer	160 XCEL ENERGY				
Cash Payment	E 605-49350-383 Gas Utilities	Ck# 000154E 2/12/2024			
		51-0010598826-6: 800 Buffalo Avenue South			\$423.57
		1/2/2024 - 2/1/2024			
Invoice 863375934	2/1/2024				
Transaction Date	2/8/2024	General Checking	10100	Total	\$423.57

Fund Summary

	10100 General Checking
101 GENERAL FUND	\$8,652.61
201 BUILDING INSPECTOR FEES	\$2,155.37
220 FIRE DEPARTMENT	\$309.93
290 COMMUNITY CENTER	\$747.85
506 2023 STREET IMPROVEMENT	\$27,021.77
601 WATER FUND	\$8,472.02
602 SANITARY SEWER FUND	\$338.65
604 STORM WATER FUND	\$53.02
605 WASTEWATER PLANT	\$1,632.12
	<u>\$49,383.34</u>

Pre-Written Checks	\$7,201.21
Checks to be Generated by the Computer	\$42,182.13
Total	<u>\$49,383.34</u>

CITY OF MONTROSE
Monthly Adjustments

02/09/24 8:57 AM

Page 1

Account	Tran Type	Charge Name	Charge Type	Amount	Date
01-00002530-00-	Adjustment	Annual State Wa	Service	(\$0.69)	1/24/2024
00-00001144-00-	Adjustment	Sewer Collection	Service	(\$2.85)	1/16/2024
00-00001144-00-	Adjustment	R Water	Service	(\$3.00)	1/16/2024
01-00001879-02-	Adjustment	Storm Water	Service	(\$0.19)	1/10/2024
01-00001879-02-	Adjustment	Annual State Wa	Service	(\$0.03)	1/10/2024
01-00001879-02-	Adjustment	WWTP	Service	(\$0.52)	1/10/2024
01-00001879-02-	Adjustment	Sewer Collection	Service	(\$0.47)	1/10/2024
01-00002703-00-	Adjustment	NSF	Service	\$30.00	1/2/2024
01-00002530-00-	Adjustment	Storm Water	Service	(\$5.24)	1/24/2024
01-00002530-00-	Adjustment	R Water	Service	(\$21.46)	1/24/2024
01-00002530-00-	Adjustment	WWTP	Service	(\$19.11)	1/24/2024
01-00002530-00-	Adjustment	Sewer Collection	Service	(\$18.63)	1/24/2024
01-00003134-02-	Adjustment	R Water	Service	(\$377.21)	1/3/2024
01-00004014-01-	Adjustment	WWTP	Service	(\$2.35)	1/3/2024
01-00004014-01-	Adjustment	Sewer Collection	Service	(\$2.29)	1/3/2024
01-00004014-01-	Adjustment	R Water	Service	(\$2.67)	1/3/2024
01-00004014-01-	Adjustment	Storm Water	Service	(\$0.71)	1/3/2024
01-00001879-02-	Adjustment	R Water	Service	(\$0.44)	1/10/2024
01-00005000-00-	Adjustment	WWTP	Service	(\$1.51)	1/31/2024
00-00002531-04-	Adjustment		UR	(\$11.73)	1/31/2024
00-00002030-00-	Adjustment		UR	(\$147.64)	1/31/2024
00-00001185-06-	Adjustment		UR	(\$96.65)	1/31/2024
00-00001972-03-	Adjustment		UR	(\$9.92)	1/31/2024
00-00001180-01-	Adjustment	Storm Water	Service	(\$0.26)	1/31/2024
00-00001180-01-	Adjustment	R Water	Service	(\$4.44)	1/31/2024
00-00001180-01-	Adjustment	WWTP	Service	(\$3.77)	1/31/2024
00-00001144-00-	Adjustment	WWTP	Service	(\$4.50)	1/16/2024
01-00005000-00-	Adjustment	Storm Water	Service	(\$0.39)	1/31/2024
00-00001144-00-	Adjustment	Storm Water	Service	(\$1.80)	1/16/2024
01-00005000-00-	Adjustment	Sewer Collection	Service	(\$1.50)	1/31/2024
01-00005000-00-	Adjustment	Combo Water	Service	(\$1.74)	1/31/2024
01-00006034-00-	Adjustment	Storm Water	Service	(\$0.39)	1/29/2024
01-00006034-00-	Adjustment	WWTP	Service	(\$0.65)	1/29/2024
01-00006034-00-	Adjustment	Sewer Collection	Service	(\$0.59)	1/29/2024
01-00006034-00-	Adjustment	R Water	Service	(\$0.72)	1/29/2024
00-00005085-02-	Adjustment		UR	(\$26.12)	1/31/2024
00-00001180-01-	Adjustment	Sewer Collection	Service	(\$3.89)	1/31/2024
				(\$746.07)	

((Type="Adjustment")) AND ((Date Between [enter start date] And [enter stop date]))



Wright County Sheriff's Office

Sheriff Sean Deringer

3800 Braddock Ave. NE, Buffalo, MN 55313
1-800-362-3667 Fax: 763-682-7610



Montrose Monthly Report 2024

Printed on February 1, 2024

Incident Start Date/Time	Initial Call	CFS #	Final Incident	Case Number	How Reported
911 Abandoned Total: 2					
01/13/24 20:54	911 Abandoned	2024003767			911
01/26/24 16:50	911 Abandoned	2024007410			911
911 Abandoned; 911 Open Line; Medical - Psychiatric - Behavioral Total: 1					
01/07/24 02:34	911 Abandoned; 911	2024001822	Medical - Psychiatric -	WP24000611	911
911 Hang-up Total: 2					
01/01/24 03:37	911 Hang-up	2024000067			911
01/12/24 00:34	911 Hang-up	2024003260			911
911 Open Line Total: 3					
01/03/24 07:55	911 Open Line	2024000568			911
01/21/24 20:23	911 Open Line	2024005849			911
01/28/24 19:48	911 Open Line	2024008033			911
Abandoned Vehicle Total: 1					
01/24/24 08:49	Abandoned Vehicle	2024006617	Abandoned Vehicle	WP24002110	911
Agency Assist Total: 2					
01/24/24 11:04	Agency Assist	2024006660	Agency Assist	WP24002134	Phone
01/31/24 16:08	Agency Assist	2024008832			Officer
Agency Assist; Check Welfare Total: 1					
01/27/24 22:50	Agency Assist; Check	2024007797	Agency Assist	WP24002489	Phone
Alarm Total: 2					
01/22/24 14:53	Alarm	2024006056			911
01/23/24 11:26	Alarm	2024006329			911
Animal Total: 1					
01/05/24 17:02	Animal	2024001350			Phone
Animal - Barking Dog Total: 3					
01/17/24 22:55	Animal - Barking Dog	2024004762	Animal - Barking Dog	WP24001513	911
01/19/24 18:03	Animal - Barking Dog	2024005240	Animal - Barking Dog	WP24001701	Phone
01/23/24 23:36	Animal - Barking Dog	2024006544	Animal - Barking Dog	WP24002087	Phone
Check Welfare Total: 11					
01/03/24 16:11	Check Welfare	2024000705	Check Welfare	WP24000210	Phone
01/04/24 15:06	Check Welfare	2024000977	Check Welfare	WP24000296	Phone
01/05/24 01:30	Check Welfare	2024001128	Check Welfare	WP24000338	Phone
01/08/24 12:24	Check Welfare	2024002169	Check Welfare	WP24000714	Phone

Incident Start Date/Time	Initial Call	CFS #	Final Incident	Case Number	How Reported
01/09/24 11:39	Check Welfare	2024002496	Check Welfare	WP24000811	Phone
01/09/24 11:42	Check Welfare	2024002498	Check Welfare	WP24000813	Phone
01/09/24 19:08	Check Welfare	2024002624	Check Welfare	WP24000860	Phone
01/16/24 16:37	Check Welfare	2024004418	Check Welfare	WP24001418	Phone
01/21/24 09:52	Check Welfare	2024005715	Check Welfare	WP24001850	Phone
01/21/24 13:17	Check Welfare	2024005755	Check Welfare	WP24001862	911
01/24/24 20:41	Check Welfare	2024006838	Check Welfare	WP24002183	Phone

Citizen Aid Total: 3

01/03/24 09:19	Citizen Aid	2024000585	Citizen Aid	WP24000169	Phone
01/24/24 09:58	Citizen Aid	2024006636	Citizen Aid	WP24002118	
01/29/24 08:42	Citizen Aid	2024008134	Citizen Aid	WP24002584	911

Civil Complaint Total: 9

01/05/24 11:01	Civil Complaint	2024001227	Civil Complaint	WP24000372	
01/07/24 09:43	Civil Complaint	2024001871	Civil Complaint	WP24000620	Phone
01/13/24 10:53	Civil Complaint	2024003636	Civil Complaint	WP24001162	911
01/14/24 17:27	Civil Complaint	2024003979	Civil Complaint	WP24001268	Phone
01/16/24 09:06	Civil Complaint	2024004313	Check Welfare	WP24001391	Phone
01/24/24 15:16	Civil Complaint	2024006742	Civil Complaint	WP24002161	Phone
01/25/24 06:35	Civil Complaint	2024006930	Civil Complaint	WP24002227	911
01/27/24 11:14	Civil Complaint	2024007617	Civil Complaint	WP24002422	Phone
01/29/24 16:38	Civil Complaint	2024008266	Civil Complaint	WP24002652	Phone

Civil Lockout Total: 1

01/31/24 09:29	Civil Lockout	2024008716			
----------------	---------------	------------	--	--	--

Civil Process Total: 5

01/19/24 12:26	Civil Process	2024005137			Officer
01/22/24 14:20	Civil Process	2024006049			Officer
01/22/24 14:53	Civil Process	2024006057			Officer
01/23/24 11:11	Civil Process	2024006325			Officer
01/23/24 15:09	Civil Process	2024006400			Officer

Civil Standby Total: 1

01/19/24 15:14	Civil Standby	2024005192	Civil Standby	WP24001679	
----------------	---------------	------------	---------------	------------	--

Commercial General Alarm Total: 6

01/14/24 02:25	Commercial General	2024003817			Phone
01/15/24 00:30	Commercial General	2024004055			Phone
01/20/24 05:20	Commercial General	2024005416			Phone
01/21/24 00:17	Commercial General	2024005663			Phone
01/22/24 02:23	Commercial General	2024005910			Phone
01/24/24 22:33	Commercial General	2024006869			Phone

Criminal Damage to Property Total: 1

01/18/24 15:02	Criminal Damage to	2024004925	Criminal Damage to Property	WP24001589	Phone
----------------	--------------------	------------	-----------------------------	------------	-------

Disabled Vehicle Total: 1

01/03/24 17:49	Disabled Vehicle	2024000741			Phone
----------------	------------------	------------	--	--	-------

Incident Start Date/Time	Initial Call	CFS #	Final Incident	Case Number	How Reported
Domestic Disturbance Total: 2					
01/13/24 11:18	Domestic Disturbance	2024003644	Domestic Disturbance	WP24001164	911
01/13/24 21:55	Domestic Disturbance	2024003781	Domestic Disturbance	WP24001200	911
Drug Court Home Visit Total: 2					
01/07/24 07:40	Drug Court Home Visit	2024001856			
01/20/24 07:50	Drug Court Home Visit	2024005425			
Drugs Total: 1					
01/21/24 19:58	Drugs	2024005846	Civil Complaint	WP24001886	Phone
Extra Patrol Total: 1					
01/12/24 00:55	Extra Patrol	2024003267	Extra Patrol	WP24001054	
Fire - Electrical Total: 1					
01/19/24 13:33	Fire - Electrical	2024005162	Fire - Electrical	WP24001666	911
Juvenile - Complaint Total: 4					
01/05/24 17:58	Juvenile - Complaint	2024001379	Medical - Psychiatric -	WP24000439	911
01/10/24 07:35	Juvenile - Complaint	2024002737	Juvenile - Complaint	WP24000887	Phone
01/17/24 17:36	Juvenile - Complaint	2024004686	Juvenile - Complaint	WP24001499	Phone
01/29/24 16:43	Juvenile - Complaint	2024008269	Juvenile - Complaint	WP24002650	Phone
Lift Assist Total: 1					
01/26/24 00:54	Lift Assist	2024007205			911
Lost - Found Property Total: 1					
01/31/24 16:55	Lost - Found Property	2024008851	Lost - Found Property	WP24002819	911
Medical - Breathing Problems Total: 1					
01/21/24 00:04	Medical - Breathing	2024005660			911
Medical - Chest Pain Total: 1					
01/17/24 07:46	Medical - Chest Pain	2024004533			911
Medical - Fall Under 6 Feet Total: 4					
01/04/24 07:30	Medical - Fall Under 6	2024000848			911
01/13/24 19:49	Medical - Fall Under 6	2024003740			911
01/15/24 00:24	Medical - Fall Under 6	2024004053			911
01/26/24 02:52	Medical - Fall Under 6	2024007211			911
Medical - Non Emergency Transport Total: 1					
01/10/24 12:37	Medical - Non	2024002818			911
Medical - Overdose - Poisoning Total: 1					
01/31/24 17:28	Medical - Overdose -	2024008859	Medical - Overdose - Poisoning	WP24002823	911
Medical - Psychiatric - Behavioral Total: 1					
01/06/24 15:11	Medical - Psychiatric -	2024001641	Medical - Psychiatric -	WP24000537	Phone
Medical - Seizure Total: 1					

Incident Start Date/Time	Initial Call	CFS #	Final Incident	Case Number	How Reported
01/20/24 17:30	Medical - Seizure	2024005563			911
Medical - Sick Total: 4					
01/03/24 13:22	Medical - Sick	2024000661			911
01/07/24 00:50	Medical - Sick	2024001784			911
01/07/24 22:00	Medical - Sick	2024002065			911
01/18/24 14:48	Medical - Sick	2024004921			911
Medical - Trauma Total: 1					
01/18/24 05:11	Medical - Trauma	2024004813			911
Medical - Unknown Total: 1					
01/19/24 16:02	Medical - Unknown	2024005210	Medical - Unknown	WP24001692	Phone
Motorist Aid Total: 1					
01/28/24 03:50	Motorist Aid	2024007853	Motorist Aid	WP24002507	Officer
MVA - Crash Detection Auto Alert Total: 1					
01/28/24 01:44	MVA - Crash Detection	2024007839	DUI - MVA	WP24002496	911
MVA - No Injuries Total: 2					
01/08/24 20:14	MVA - No Injuries	2024002284	MVA - No Injuries	WP24000751	
01/23/24 17:30	MVA - No Injuries	2024006436	MVA - No Injuries	WP24002055	911
Neighborhood Dispute Total: 1					
01/31/24 17:19	Neighborhood Dispute	2024008856	Neighborhood Dispute	WP24002820	911
Noise Total: 3					
01/03/24 00:38	Noise	2024000513	Noise	WP24000148	
01/06/24 20:44	Noise	2024001739	Noise	WP24000569	
01/21/24 01:03	Noise	2024005671	Noise	WP24001834	
Off-Road Vehicle Complaint Total: 1					
01/31/24 18:16	Off-Road Vehicle	2024008876	Off-Road Vehicle Complaint	WP24002830	Phone
Residential Burglary Total: 1					
01/12/24 14:25	Residential Burglary	2024003398	Residential Burglary	WP24001092	Phone
Residential Medical Alarm Total: 1					
01/09/24 05:34	Residential Medical	2024002421			Phone
Search Warrant Total: 1					
01/29/24 10:10	Search Warrant	2024008158	Search Warrant	WSIU24002620	Officer
SIA Area Watch Total: 4					
01/07/24 06:46	SIA Area Watch	2024001849			
01/17/24 23:34	SIA Area Watch	2024004770			
01/23/24 07:36	SIA Area Watch	2024006261			
01/24/24 23:36	SIA Area Watch	2024006882			
SIA Business Walk Through Total: 6					
01/03/24 10:16	SIA Business Walk	2024000604			

Incident Start Date/Time	Initial Call	CFS #	Final Incident	Case Number	How Reported
01/03/24 14:47	SIA Business Walk	2024000688			
01/11/24 10:14	SIA Business Walk	2024003053	SIA Business Walk Through	WP24000982	
01/11/24 10:46	SIA Business Walk	2024003062	Suspicious - Person - Vehicle	WP24000986	
01/19/24 10:42	SIA Business Walk	2024005113			
01/25/24 15:18	SIA Business Walk	2024007057			

SIA City Council - City Hall Total: 1

01/08/24 18:00	SIA City Council - City	2024002261			Officer
----------------	-------------------------	------------	--	--	---------

SIA Other Total: 1

01/27/24 14:22	SIA Other	2024007656			Officer
----------------	-----------	------------	--	--	---------

SIA Winter Parking Warning Total: 3

01/29/24 01:25	SIA Winter Parking	2024008082			
01/29/24 01:30	SIA Winter Parking	2024008084			
01/29/24 01:32	SIA Winter Parking	2024008085			

Sign - Signal Repair Total: 1

01/29/24 01:26	Sign - Signal Repair	2024008083			Phone
----------------	----------------------	------------	--	--	-------

Snowbird Total: 10

01/09/24 01:07	Snowbird	2024002339	Snowbird	WP24000765	
01/09/24 01:18	Snowbird	2024002342	Snowbird	WP24000767	
01/09/24 01:24	Snowbird	2024002344	Snowbird	WP24000768	
01/09/24 01:42	Snowbird	2024002347	Snowbird	WP24000770	
01/09/24 01:45	Snowbird	2024002349	Snowbird	WP24000771	
01/09/24 01:54	Snowbird	2024002350	Snowbird	WP24000772	
01/11/24 07:00	Snowbird	2024003009	Snowbird	WP24000967	
01/13/24 01:08	Snowbird	2024003546	Snowbird	WP24001133	
01/16/24 01:18	Snowbird	2024004274	Snowbird	WP24001378	
01/18/24 04:09	Snowbird	2024004807	Snowbird	WP24001542	Officer

Stoparm Violation Total: 1

01/10/24 08:34	Stoparm Violation	2024002747	Stoparm Violation	WP24000894	Other
----------------	-------------------	------------	-------------------	------------	-------

Surveillance Total: 2

01/09/24 15:47	Surveillance	2024002555			
01/27/24 22:49	Surveillance	2024007796			

Suspicious - Circumstances Total: 6

01/03/24 19:21	Suspicious -	2024000761	Suspicious - Circumstances	WP24000234	Phone
01/06/24 17:35	Suspicious -	2024001688	Medical - Psychiatric -	WP24000554	Phone
01/16/24 19:55	Suspicious -	2024004459	Suspicious - Circumstances	WP24001433	Phone
01/21/24 03:52	Suspicious -	2024005696	Gun Incident	WP24001847	911
01/24/24 10:36	Suspicious -	2024006648	Suspicious - Circumstances	WP24002130	911
01/25/24 08:58	Suspicious -	2024006952	Suspicious - Circumstances	WP24002237	Phone

Suspicious - Person - Vehicle Total: 1

01/22/24 01:36	Suspicious - Person -	2024005904	Suspicious - Person - Vehicle	WP24001900	911
----------------	-----------------------	------------	-------------------------------	------------	-----

Incident Start Date/Time	Initial Call	CFS #	Final Incident	Case Number	How Reported
Theft Total: 1					
01/25/24 12:37	Theft	2024007014	Lost - Found Property	WP24002257	Phone
Theft - Identity Theft Total: 1					
01/29/24 13:55	Theft - Identity Theft	2024008212	Theft - Identity Theft	WP24002617	Phone
Threats Total: 3					
01/07/24 11:32	Threats	2024001898	Threats	WP24000630	Phone
01/31/24 18:50	Threats	2024008886	Threats	WP24002831	Phone
01/31/24 18:51	Threats	2024008887			Phone
Traffic - Complaint Total: 4					
01/01/24 14:50	Traffic - Complaint	2024000167	Traffic - Complaint	WP24000042	Phone
01/17/24 19:54	Traffic - Complaint	2024004723	Traffic - Complaint	WP24001506	911
01/19/24 15:53	Traffic - Complaint	2024005207	Traffic - Complaint	WP24001682	911
01/28/24 23:05	Traffic - Complaint	2024008065	Traffic - Complaint	WP24002568	911
Traffic - Hazard Total: 1					
01/12/24 13:39	Traffic - Hazard	2024003383	Traffic - Hazard	WP24001084	
Traffic Stop Total: 55					
01/01/24 10:49	Traffic Stop	2024000102			Officer
01/01/24 10:57	Traffic Stop	2024000104			Officer
01/03/24 15:06	Traffic Stop	2024000693			Officer
01/03/24 21:01	Traffic Stop	2024000782			Officer
01/03/24 21:16	Traffic Stop	2024000789			Officer
01/04/24 00:41	Traffic Stop	2024000819			Officer
01/04/24 07:56	Traffic Stop	2024000855			Officer
01/04/24 13:52	Traffic Stop	2024000946			Officer
01/04/24 19:26	Traffic Stop	2024001049			Officer
01/04/24 19:39	Traffic Stop	2024001059			Officer
01/04/24 21:32	Traffic Stop	2024001082			Officer
01/05/24 00:47	Traffic Stop	2024001126			Officer
01/05/24 14:18	Traffic Stop	2024001278	Traffic Stop	WP24000395	Officer
01/05/24 21:31	Traffic Stop	2024001449	Traffic Stop	WP24000461	Officer
01/06/24 09:56	Traffic Stop	2024001571			Officer
01/06/24 21:48	Traffic Stop	2024001752			Officer
01/07/24 11:08	Traffic Stop	2024001889	Traffic Stop	WP24000628	Officer
01/08/24 17:50	Traffic Stop	2024002259			Officer
01/08/24 19:30	Traffic Stop	2024002280			Officer
01/09/24 09:33	Traffic Stop	2024002462			Officer
01/10/24 09:45	Traffic Stop	2024002765	Traffic Stop	WP24000900	Officer
01/10/24 14:04	Traffic Stop	2024002838	Traffic Stop	WP24000923	Officer
01/11/24 19:37	Traffic Stop	2024003215			Officer
01/11/24 21:18	Traffic Stop	2024003230			Officer
01/11/24 23:52	Traffic Stop	2024003254	Traffic Stop	WP24001051	Officer
01/12/24 11:13	Traffic Stop	2024003345	Traffic Stop	WP24001073	Officer
01/13/24 18:50	Traffic Stop	2024003726			Officer

Incident Start Date/Time	Initial Call	CFS #	Final Incident	Case Number	How Reported
01/14/24 18:40	Traffic Stop	2024004002			Officer
01/14/24 23:28	Traffic Stop	2024004047	Traffic Stop	WP24001288	Officer
01/17/24 04:40	Traffic Stop	2024004519			Officer
01/18/24 20:36	Traffic Stop	2024005016			Officer
01/18/24 22:45	Traffic Stop	2024005043			Officer
01/19/24 19:21	Traffic Stop	2024005268			Officer
01/20/24 21:40	Traffic Stop	2024005632	Warrant - Arrest	WP24001826	Officer
01/21/24 17:14	Traffic Stop	2024005798			Officer
01/22/24 20:47	Traffic Stop	2024006172			Officer
01/22/24 21:59	Traffic Stop	2024006192			Officer
01/23/24 08:16	Traffic Stop	2024006273			Officer
01/25/24 13:47	Traffic Stop	2024007031			Officer
01/25/24 14:08	Traffic Stop	2024007036			Officer
01/25/24 18:22	Traffic Stop	2024007115			Officer
01/25/24 18:32	Traffic Stop	2024007121			Officer
01/25/24 18:58	Traffic Stop	2024007132			Officer
01/26/24 01:30	Traffic Stop	2024007207	Warrant - Arrest	WP24002306	Officer
01/26/24 18:20	Traffic Stop	2024007431			Officer
01/26/24 22:27	Traffic Stop	2024007512			Officer
01/26/24 22:59	Traffic Stop	2024007519			Officer
01/26/24 23:10	Traffic Stop	2024007522			Officer
01/27/24 19:12	Traffic Stop	2024007735			Officer
01/28/24 23:21	Traffic Stop	2024008069			Officer
01/30/24 17:30	Traffic Stop	2024008576			Officer
01/30/24 19:10	Traffic Stop	2024008604			Officer
01/30/24 20:18	Traffic Stop	2024008618			Officer
01/31/24 20:58	Traffic Stop	2024008921			Officer
01/31/24 21:29	Traffic Stop	2024008931			Officer

Unwanted Person Total: 2

01/02/24 19:58	Unwanted Person	2024000463	Civil Complaint	WP24000140	Phone
01/31/24 18:18	Unwanted Person	2024008877	Unwanted Person	WP24002827	Phone

Warrant - Attempt Total: 6

01/04/24 23:50	Warrant - Attempt	2024001118	Warrant - Attempt	WP24000337	Officer
01/10/24 20:25	Warrant - Attempt	2024002939	Warrant - Arrest	WP24000952	
01/10/24 22:01	Warrant - Attempt	2024002950	Warrant - Arrest	WP24000955	
01/21/24 13:55	Warrant - Attempt	2024005769			
01/22/24 12:48	Warrant - Attempt	2024006018			
01/25/24 14:55	Warrant - Attempt	2024007047			

Total Records: 206

Montrose/Waverly Patrol Hour Summary

Hours Purchased Per Contract:	5,856.00	** Estimated Hours not verified by final monthly payroll
Starting Hours (beginning of month):	5,856.00	
M-T-D (detailed below):	481.00	
Balance going forward (to next month):	5,375.00	
Y-T-D:	481.00	

Shift Start

Date	Shift Start Time	Shift Stop Date	Shift Stop Time	Schedule	Position	Time Type	Regular Hours
1-Jan-24	0:00	1-Jan-24	2:00	Montrose/Wave	4630 Sheriff Gener		2
1-Jan-24	16:00	2-Jan-24	2:00	Montrose/Wave	4630 Sheriff Gener		10
1-Jan-24	10:00	1-Jan-24	16:00	Montrose/Wave	4620 Sheriff Gener		6
2-Jan-24	16:00	3-Jan-24	2:00	Montrose/Wave	4630 Sheriff Gener		10
2-Jan-24	10:00	2-Jan-24	16:00	Montrose/Wave	4620 Sheriff Gener		6
3-Jan-24	16:00	4-Jan-24	2:00	Montrose/Wave	4630 Sheriff Gener		10
3-Jan-24	10:00	3-Jan-24	16:00	Montrose/Wave	4620 Sheriff Gener		6
4-Jan-24	16:00	5-Jan-24	2:00	Montrose/Wave	4630 Sheriff Gener		10
4-Jan-24	10:00	4-Jan-24	16:00	Montrose/Wave	4620 Sheriff Gener		6
5-Jan-24	2:00	5-Jan-24	4:00	Extra Hours: Mo	4630 EOS Premium		2
5-Jan-24	18:00	6-Jan-24	2:00	Montrose/Wave	4630 Sheriff Gener		8
5-Jan-24	10:00	5-Jan-24	18:00	Montrose/Wave	4620 Sheriff Gener		8
6-Jan-24	18:00	7-Jan-24	2:00	Montrose/Wave	4630 Sheriff Gener		8
6-Jan-24	10:00	6-Jan-24	18:00	Montrose/Wave	4620 Sheriff Gener		8
7-Jan-24	18:00	8-Jan-24	2:00	Montrose/Wave	4630 Sheriff Gener		8
7-Jan-24	10:00	7-Jan-24	18:00	Montrose/Wave	4620 Sheriff Gener		8
8-Jan-24	18:00	9-Jan-24	2:00	Montrose/Wave	4630 Sheriff Gener		8
8-Jan-24	10:00	8-Jan-24	18:00	Montrose/Wave	4620 Sheriff Gener		8
9-Jan-24	18:00	10-Jan-24	2:00	Montrose/Wave	4630 Sheriff Gener		8
9-Jan-24	10:00	9-Jan-24	18:00	Montrose/Wave	4620 Sheriff Gener		8
10-Jan-24	18:00	11-Jan-24	2:00	Montrose/Wave	4630 Sheriff Gener		8
10-Jan-24	10:00	10-Jan-24	18:00	Montrose/Wave	4620 Sheriff Gener		8
11-Jan-24	18:00	12-Jan-24	2:00	Montrose/Wave	4630 Sheriff Gener		8
11-Jan-24	10:00	11-Jan-24	18:00	Montrose/Wave	4620 Sheriff Gener		8
12-Jan-24	18:00	13-Jan-24	2:00	Montrose/Wave	4630 Sheriff Gener		8
12-Jan-24	10:00	12-Jan-24	18:00	Montrose/Wave	4620 Sheriff Gener		8
13-Jan-24	18:00	14-Jan-24	2:00	Montrose/Wave	4630 Sheriff Gener		8
13-Jan-24	10:00	13-Jan-24	18:00	Montrose/Wave	4620 Sheriff Gener		8
14-Jan-24	18:00	15-Jan-24	2:00	Montrose/Wave	4630 Sheriff Gener		8
14-Jan-24	10:00	14-Jan-24	18:00	Montrose/Wave	4620 Sheriff Gener		8
15-Jan-24	16:00	16-Jan-24	2:00	Montrose/Wave	4630 Sheriff Gener		10
15-Jan-24	10:00	15-Jan-24	16:00	Montrose/Wave	4620 Sheriff Gener		6

16-Jan-24	16:00	17-Jan-24	2:00 Montrose/Wave	4630 Sheriff Genera	10
16-Jan-24	10:00	16-Jan-24	16:00 Montrose/Wave	4620 Sheriff Genera	6
17-Jan-24	16:00	18-Jan-24	2:00 Montrose/Wave	4630 Sheriff Genera	10
17-Jan-24	10:00	17-Jan-24	16:00 Montrose/Wave	4620 Sheriff Genera	6
18-Jan-24	16:00	19-Jan-24	2:00 Montrose/Wave	4630 Sheriff Genera	10
18-Jan-24	10:00	18-Jan-24	16:00 Montrose/Wave	4620 Sheriff Genera	6
19-Jan-24	18:00	20-Jan-24	2:00 Montrose/Wave	4630 Sheriff Genera	8
19-Jan-24	10:00	19-Jan-24	18:00 Montrose/Wave	4620 Sheriff Genera	8
20-Jan-24	18:00	21-Jan-24	2:00 Montrose/Wave	4630 Sheriff Genera	8
20-Jan-24	10:00	20-Jan-24	18:00 Montrose/Wave	4620 Sheriff Genera	8
20-Jan-24	6:00	20-Jan-24	7:00 Extra Hours: Mo	4640 EOS Premium	1
21-Jan-24	18:00	22-Jan-24	2:00 Montrose/Wave	4630 Sheriff Genera	8
21-Jan-24	10:00	21-Jan-24	18:00 Montrose/Wave	4620 Sheriff Genera	8
22-Jan-24	18:00	23-Jan-24	2:00 Montrose/Wave	4630 Sheriff Genera	8
22-Jan-24	10:00	22-Jan-24	18:00 Montrose/Wave	4620 Sheriff Genera	8
23-Jan-24	18:00	24-Jan-24	2:00 Montrose/Wave	4630 Sheriff Genera	8
23-Jan-24	12:00	23-Jan-24	18:00 Montrose/Wave	4620 Sheriff Genera	6
24-Jan-24	10:00	24-Jan-24	18:00 Montrose/Wave	4620 Sheriff Genera	8
24-Jan-24	18:00	25-Jan-24	2:00 Montrose/Wave	4630 Sheriff Genera	8
25-Jan-24	10:00	25-Jan-24	18:00 Montrose/Wave	4620 Sheriff Genera	8
25-Jan-24	18:00	26-Jan-24	2:00 Montrose/Wave	4630 Sheriff Genera	8
26-Jan-24	18:00	27-Jan-24	2:00 Montrose/Wave	4630 Sheriff Genera	8
26-Jan-24	10:00	26-Jan-24	18:00 Montrose/Wave	4620 Sheriff Genera	8
27-Jan-24	18:00	28-Jan-24	2:00 Montrose/Wave	4630 Sheriff Genera	8
27-Jan-24	10:00	27-Jan-24	18:00 Montrose/Wave	4620 Sheriff Genera	8
28-Jan-24	20:00	29-Jan-24	4:00 Montrose/Wave	4630 Sheriff Genera	8
28-Jan-24	10:00	28-Jan-24	18:00 Montrose/Wave	4620 Sheriff Genera	8
29-Jan-24	16:00	30-Jan-24	2:00 Montrose/Wave	4630 Sheriff Genera	10
29-Jan-24	10:00	29-Jan-24	16:00 Montrose/Wave	4620 Sheriff Genera	6
30-Jan-24	16:00	31-Jan-24	0:00 Montrose/Wave	4630 Sheriff Genera	8
30-Jan-24	8:00	30-Jan-24	14:00 Montrose/Wave	4620 Sheriff Genera	6

TOTAL:	481.00
---------------	---------------



Monthly Activity Report Montrose Fire Department

Prepared and Presented by
Kevin Triplett – Fire Chief



Period: 01/01/2024 thru 01/31/2024 (JANUARY)

CALLS

Total Calls: 26

of Calls JANUARY 2023 = 31

EMS Calls: 20

2023 vs 2024 (2024 = - 5)

Other Calls:

01/23 - #24021 – CO Alarm – Montrose

01/22 - #24020 – Fire/CO Alarm – Montrose

01/19 - #24015 – Fire – Odor Investigation – Montrose

01/16 - #24011 – Rekindle of below structure fire – Woodland Township

01/15 - #24010 – Structure Fire (\$75,000 loss) – Woodland Township

01/08 - #24005 – MVA w/ injuries – Franklin Township

Total calls to Date 2024 – 26

2023 vs 2024 (2024 = -5)

Total calls this time in 2023 - 31

Call Districts

Montrose City: 20

Franklin Township: 1

Marysville Township: 3

Woodland Township: 2

Other: 0

TRAINING:

01/02/2024 – Staff Meeting

01/09/2024 – Truck Maintenance

01/16/2024 – SCBA Training

Other Activities, Special Mention, Etc.

01/08/2024 – City Council Meeting

SPECIAL INFO

- New SCBA's purchased were put into service on 01/16/2024

Acknowledgments

- Waverly Fire Department & Maple Lake Fire Department for providing auto aid to structure fire on 01/15/2024

- 2023 Top Responders – Michael Marketon, David Paradeise, Kelly Stoll & Joseph Von Thoma

- 2023 Firefighter of the year – Allen Mortensen

City of Montrose
 Economic Development Authority Meeting
 311 Buffalo Avenue South
 Montrose, MN 55363
 Tuesday, January 16, 2024
 12:00 P.M.

1. CALL TO ORDER

Pursuant to call and notice the Montrose Economic Development Authority (EDA) met in Regular Session on Tuesday, January 16, 2024 at 12:00 p.m.

EDA President Paradeise called the meeting to order at 12:00 p.m.

2. ROLL CALL

Present: EDA President David Paradeise
 Mayor/EDA Member Kirby Moynagh
 EDA Member Sonya Tourville

Staff Present: Ms. Jessica Bonniwell, City Administrator
 Ms. Jackie Heinz, City Clerk/Treasurer

Absent: EDA Member Matt Smith

3. APPROVAL OF AGENDA

EDA Member Moynagh motioned to approve the agenda as presented. EDA Member Tourville seconded the motion. Motion carried 3-0.

4. APPROVAL OF MINUTES

A. December 19, 2023 Economic Development Authority Meeting Minutes

EDA Member Tourville motioned to approve the December 19, 2023 Economic Development Authority Meeting Minutes. EDA Member Moynagh seconded the motion. Motion carried 3-0.

5. TREASURER'S REPORT

A. Economic Development Authority Fund = \$263,970.36

B. EDA Revolving Loan Fund – \$257,754.78

Ms. Bonniwell gave an update on the EDA funds as outlined above.

6. OLD BUSINESS

A. EDA Member Matt Smith

EDA President Paradeise stated that EDA Member Smith is no longer working at Carpentry Contractors and will no longer be an EDA Member. Ms. Bonniwell stated that the EDA would need to make a motion to remove him as a member. EDA President Paradeise stated that Ms. Gabby Stroad, who has attended a couple previous meetings, is interested in joining. EDA President Paradeise asked if any of the other EDA Members have had any luck recruiting new members. EDA Member Tourville stated that she spoke with people at the bank, but they are not able to join due to other obligations.

EDA President Paradeise motioned to remove EDA Member Matt Smith from the Montrose EDA. EDA

Member Moynagh seconded the motion. Motion carried 3-0.

B. TIF Request – JP Brooks for the Preserve Housing Development

Mr. Shannon Sweeney reviewed his report to the EDA as follows:

Mr. Sweeney stated that he has had a number of discussions regarding tax increment financing assistance with representatives of JP Brooks, Inc. for the Preserve of Montrose Project. A subsidy application has been submitted with supporting documentation regarding the proposed request. The EDA discussed the tax increment request with the Developer at the December 19, 2023 meeting and has recommended that the City Council proceed with the process for implementing a tax increment financing district.

Mr. Sweeney stated that JP Brooks is requesting pay-as-you-go increment financing assistance which is the reimbursement of new property taxes captured within a tax increment district for a term of up to 26-years. Property taxes would be paid by the new homeowners within the project area in the same manner as all taxable property owners in the community which are collected by Wright County. Wright County then separates out that portion of the property taxes collected that are tax increments which include new city, county and some school district property taxes that are generated within the boundaries of the tax increment financing district. Those taxes are distributed separately to the City and are not part of the general tax levy and the city gives up that portion of the tax revenue for the duration of the district.

Mr. Sweeney stated that if a property owner within the TIF District fails to pay property taxes, sells units to non-income qualifying homeowners, or no new homes are built within the TIF District, tax increments will not be collected by the county or be distributed by the city. In that instance, the city has no obligation to make a reimbursement of property tax to the developer. The city's only obligation in a pay-as-you-go contract is to reimburse a negotiated percentage of the tax increments collected by the county and distributed to the city during the subsidy term.

Mr. Sweeney stated that State Statute requires that 95% of the units constructed in an owner-occupied housing TIF District meet specific income guidelines. In 2023 those guidelines were that first occupants had to be below \$124,900 for a family of two or fewer, and below \$143,635 for a family of three or more. Those requirements are modified annually and only apply to the first occupant of each unit. If a home is sold to a non-income qualified purchaser that is the first occupant, the city can remove that parcel from the TIF District which would reduce the TIF revenue and the potential subsidy to the Developer.

Developer's Request:

Mr. Sweeney stated that JP Brooks has indicated that they are considering building out the project in three phases in the following manner:

Phase 1 – Spring of 2024 which includes 36 lots

Phase 2 – Spring of 2027 which includes 69 lots

Phase 3 – Spring of 2031 which includes 69 lots

Mr. Sweeney stated that JP Brooks initially requested a subsidy for all phases of the project (174 units), but during more recent discussions agreed with the initial negotiation of a subsidy for only the Phase 1 project of 36 lots. The developer's current goal is to sell new units for \$250,000 and without TIF assistance, those units will need to be sold at a purchase price of closer to \$290,000 which the developer believes would not be readily accepted by the market. As project costs will be incurred implementing the Phase 1 project that apply to other phases, and as the Developer will not immediately be reimbursed for project expenses, the Developer has requested the reimbursement of all but \$2,000 of the annual increment for a term of 24-years in an amount up to \$2,053,043.

Mr. Sweeney stated to achieve the level of reimbursement requested the Developer will need to construct at least 12 units per year in the initial 3 years to generate sufficient tax increment to provide net revenues that achieve that level of reimbursement. This assumes that tax rates remain the same or move higher and valuations of individual units average \$284,307 for the duration of the subsidy term.

Mr. Sweeney stated that if the EDA agrees that it is appropriate to proceed with the request, Ron Batty, legal counsel for the city, would be asked to draft a subsidy agreement for consideration following the public

hearing on the adoption of the tax increment plan.

EDA Member Moynagh motioned to approving the drafting of the TIF Agreement and TIF Plan for the creation of a Tax Increment Financing District for JP Brooks for the Preserve. EDA Member Tourville seconded the motion. Motion carried 3-0.

7. NEW BUSINESS

A. Updates

Ms. Jolene Foss was in attendance from the Wright County Economic Development Partnership and reminded the EDA about the upcoming annual meeting on Friday, January 19, 2024 with breakfast and a keynote speaker.

EDA President Paradeise recognized Gabby Stroad for being in attendance again and asked if she was interested in joining the EDA. Ms. Stroad stated that she is interested in joining the EDA. EDA President Paradeise asked the other EDA Members if they were in agreement with her joining a motion could be made to recommend her as a new member for council approval.

EDA President Paradeise motioned to approve Ms. Gabby Stroad as a new member of the Montrose Economic Development Authority. EDA Member Tourville seconded the motion. Motion carried 3-0.

8. NEXT MEETING

A. Tuesday, February 20, 2024, at 12:00 p.m. in the Montrose City Hall Conference Room

9. ADJOURNMENT

EDA Member Moynagh motioned to adjourn the Economic Development Authority Meeting at 12:21 p.m. EDA Member Paradeise seconded the motion. Motion carried 3-0.

Council Member David Paradeise
President
City of Montrose Economic Development Authority

ATTEST:

Jessica Bonniwell
City Administrator
City of Montrose

City of Montrose
 Planning and Zoning Commission Meeting
 Montrose Community Center
 200 Center Avenue South
 Wednesday, January 10, 2024
 7:00 P.M.

1. CALL TO ORDER

Pursuant to call and notice the Montrose Planning and Zoning Commission met in Regular Session on Wednesday, January 10, 2024 at 7:00pm.

Planning and Zoning Commission Chair, Mr. Charles Smallwood, called the meeting to order at 7:00 p.m.

2. ROLL CALL

Present: Commissioner Charles Smallwood
 Commissioner Catherine Neiberger
 Commissioner Roger Fraumann
 City Council Liaison Sam Solarz

Staff Present: Ms. Jessica Bonniwell, City Administrator
 Mr. Steve Grittman, City Planner

Absent: Commissioner Sylvia Henry
 Commissioner Shawn Cuff

3. PLEDGE OF ALLEGIENCE

The Pledge of Allegiance was taken.

4. APPROVAL OF THE AGENDA

Commissioner Neiberger motioned to approve the January 10, 2024 Planning and Zoning Meeting Agenda as presented. Commissioner Fraumann seconded the motion. Motion carried 3-0.

5. APPROVAL OF THE MINUTES

A. November 8, 2023 Planning and Zoning Commission Meeting Minutes

Commissioner Neiberger motioned to approve the November 8, 2023 Planning and Zoning Commission Meeting Minutes as presented. Commissioner Fraumann seconded the motion. Motion carried 3-0.

6. ELECTION OF OFFICERS

A. Planning Commission Chair

Commissioner Fraumann nominated Commissioner Smallwood as the Chair of the Planning Commission. Commissioner Neiberger seconded the nomination. Nomination carried 2-0-1 with

Commissioner Smallwood abstaining from voting on the nomination.

B. Planning Commission Vice Chair

Commissioner Neiberger nominated Commissioner Fraumann as the Vice Chair of the Planning Commission. Commissioner Smallwood seconded the nomination. Nomination carried 2-0-1 with Commissioner Fraumann abstaining from voting on the nomination.

C. Planning Commission Secretary

Commissioner Neiberger nominated Commissioner Henry as the Secretary of the Planning Commission. Commissioner Fraumann seconded the nomination. Nomination carried 3-0.

7. OLD BUSINESS

A. No Old Business

8. NEW BUSINESS

A. 2024 Planning Issues and Work Plan

Mr. Grittmann went over the memo that was prepared for the meeting as follows:

Background

Mr. Grittmann stated that the memorandum is a summary work plan of potential planning issues that the Montrose Planning Commission is likely to need to address in 2024. The items are in addition to the normal course of private land use applications, as well as other code or related updates that may arise during the year. Three separate items are highlighted in the memorandum, with a brief background and description of the issues raised by each.

The purpose of this introduction is to get these topics on the Planning Commission's "radar". As a part of the upcoming meeting discussion, we can decide on additional resources or research the Commission would find helpful and chart a path for tackling the items. As a general rule, the League of Minnesota Cities will often have resources, and there are the experiences of other communities that we can examine as a part of each topic.

Issue 1: Cannabis Legalization

With regard to Cannabis (marijuana), the Commission is no doubt aware of the 2023 Legislature's actions to legalize marijuana in Minnesota. There are two basic layers to this new change, as well as a few side considerations to be aware of. It is also to be noted that the 2024 Legislature is likely to continue its attention to this issue, so there may be additional adjustments and further attention that will drive the City's regulatory response.

Finally, the legalization of THC-containing "cannabinoids" by the 2022 legislature is technically separate from the 2023 action, but the same State Agency (the Office of Cannabis Management - OCM) will ultimately be responsible for licensing and other state oversight of both the THC (cannabinoids) and marijuana (cannabis). The OCM is operational, but is still awaiting a Commissioner appointment.

The two layers noted above relate to (1) personal use and possession; and (2) business activities related to sales, manufacture, and distribution.

1 - Personal Use and Possession:

The legislation decriminalized personal use and possession of marijuana in limited quantities, as well as the growing of a limited number of marijuana plants, again for personal use only. There are several exclusions for the personal use aspect, including in motor vehicles and school property; and, smoking is subject to the same restrictions as tobacco under the Minnesota Clean Indoor Air Act.

An aspect of the “personal use” allowance that was left unregulated by the legislation was use in public places and/or public property. Some Cities have chosen to limit or prohibit smoking or certain other usage in public parks or other locations. This aspect of regulation usually tends to mirror alcohol and/or tobacco use regulations. This becomes a zoning issue if public use is related to other “sensitive” land uses such as private homes, public parks, etc.

TODO: The City may wish to consider limitations on use of cannabis or cannabinoid products in certain locations, whether for nuisance reasons (such as second-hand smoke) or for public intoxication reasons (such as drinking in public). Remember that some of these products are smoked, others are drunk, and still others are eaten (such as THC “gummies”). Also remember that the city utilizes the Wright County Sheriff’s office for enforcement of its codes, so coordination with the County will be a component of any chosen path.

Discussion was had regarding Possession and Use of Cannabis. Commissioner Smallwood stated that he would like to see smoking in public places restricted and Commissioner Neiberger agreed. Mr. Grittmann stated that the use in public places is something the cities can control and restrict, so the commission will start looking at that this year.

2 - Business Uses Related to Cannabis/Cannabinoids

The state has created 11 separate business categories related to the manufacture, distribution, and/or sale of these products. The state’s OCM will be the licensing authority, with local “registration” of the businesses – particularly those that wish to sell products to the public – as an administrative task only. This process appears to be one that will work similar to motor vehicle sales licensing – the state does the license issuance but confers with the local government to confirm that the proposed location meets the local zoning district requirements. All cities are required to allow at least one licensing retail location.

The OCM expects to begin licensing in early 2025. Local land use regulations can still apply to the proposed licensee(s). Wright County is working on a proposal to local cities where the County would be the local government authority for the “registration” aspect of review. They expect to treat their review similar to their regulation of tobacco licensees.

TODO: Consider whether to join the County’s joint powers concept for local registration; Consider appropriate zoning districts and/or buffer distances to apply to any local retailing locations; Consider whether to limit retail licensees to just the one required, or be open to more.

Discussion was had regarding the Cannabis businesses. Mr. Grittmann stated that there are 11 different types of cannabis businesses as defined by the state that are now allowed to operate. Mr. Grittmann stated that if the type of business (i.e., manufacturing, industrial, etc.) is allowed in a specific zoning district, a city cannot tell that business they are not allowed to open or operate. The exception to this is the cannabis

retail business in which cities can limit the number of businesses to one if they have a population under 12,500, which Montrose currently does. Mr. Grittmann stated that alternately, cities can allow multiple retail locations if they want to do so, but they do have the authority to limit to one retail business per 12,500 population. Mr. Grittmann stated that for retail and other cannabis businesses the state will be the licensing authority, and cities will serve as a registration authority within the city to make sure the business complies with the zoning district requirements and/or restrictions. Mr. Grittmann stated that Wright County is currently working on a Joint Powers Agreement they are hoping cities will sign on for enforcement and regulation of the cannabis products and businesses. Council Member Solarz asked if a liquor store wants to sell THC products, will that store be considered the one allowed retail store. Mr. Grittmann stated that yes, that would count towards the retail stores allowed and Mr. Grittmann reminded Council Member Solarz that cities could allow as many cannabis businesses as they want but cannot restrict them altogether. Council Member Solarz asked if a municipality could open up a retail cannabis store. Mr. Grittmann stated that the League of MN Cities has offered guidance that a municipality should not open a full cannabis store. Mr. Grittmann stated that some municipal liquor stores sell some of the low dose THC drinks, but the LMC would not insure a city that has a full retail cannabis store and they control the insurance trust for many cities.

Issue 2: Corporate Single Family Home Rentals

Mr. Grittmann stated that an issue that has been rumbling in the housing markets over the past few years is that of corporate development and/or ownership of single-family homes specifically for rental. There are two aspects to this item. One is the specific development of single-family neighborhoods by a single corporate entity for rental to tenants, where the ownership maintains and rents all of the units for some future period. The second is the corporate purchase of individual for-sale single family homes which are converted from owner-occupied to rental units.

The development approach has occurred in Woodbury, and has been raised in Albertville, among other locations. The issues for the city can be long-term resales and management once the corporate developer decides to discontinue the rental business.

The individual purchase approach has been rising in the Twin Cities, according to a recent study by the Federal Reserve. In this model, corporate interests purchase homes as they come to the market, and hold them for rental – usually long-term occupancies, but occasionally, for short-term rentals. Short-term rental markets are usually heavily dependent on location and event- or tourism-based localities.

Long-term rental has seen growth due to an overall desire for single family living, but with rising housing costs and interest rates, entry-level buyers are priced out of ownership. Some cities have chosen to limit large-scale common or corporate ownership for rentals due to a concern that this limits access to “Naturally Occurring Affordable Housing” (NOAH). And it can further have the effect of driving other home prices upward by removing this supply of for-sale units from the housing market.

TO DO: Consider whether the City wants to regulate or limit corporate ownership and/or rental of single family units, and any aspects of the issue that raise particular questions for Montrose.

Discussion was had regarding the Corporate Single Family Home Rentals. Mr. Grittmann stated that corporate developers are developing entire projects to be rental properties which takes them out of the market to ever be available for sale. Mr. Grittmann stated that this can squeeze out first-time home buyers by making all of the potentially affordable lower priced homes unavailable and only to be rented. Mr. Grittmann stated that some cities have limited the number of corporate owned single-family rentals, but this would require licensing. Mr. Grittmann stated that he knows the city of Montrose repealed their rental

ordinance because there are not enough staff to enforce the ordinance and do inspections and licensing, so this may not be the option to go with, but the city should be thinking about this issue and how it may impact the city. Mr. Grittmann stated that, on the other hand, single family rentals are important for affordability for those that need more space than an apartment can offer but may not be able to afford the down payment for a home. Commissioner Neiberger stated that she didn't think the state allowed corporate ownership of single-family homes and that the Federal Government is trying to take steps to regulate this as well. Mr. Grittmann stated that there are arguments against that stating that the Federal Government cannot regulate corporate ownership of single-family homes. Commissioner Neiberger stated that the Federal Reserve defines corporate ownership as two homes. This could be a corporation that is just individuals that have an LLC that are buying investment properties to rent out. Commissioner Fraumann stated that you cannot tell someone what to do with a property after they purchase it, and it would be hard to track since some people will set up multiple LLC's in order to be able to get around regulations such as limiting the number of homes an entity can purchase. Commissioner Fraumann stated that this is an important issue that the commission will have to keep an eye on, especially if it starts to become a problem in the city. Mr. Grittmann stated that he will keep an eye out for what other communities decide to do on this issue and keep the commission informed.

Issue 3: FEMA Floodplain Ordinance and Maps

Mr. Grittmann stated that this item arises as a result of the Federal Emergency Management Agency (FEMA)'s completion of the update to Wright County's flood mapping. It is an important issue for cities where eligibility for FEMA flood insurance is needed for at-risk properties. With new maps, there can be impacts to the local flood zones that may require this coverage. Hopefully, the city may be able to address this with a short amendment to refer to the new mapping as a part of the Floodplain Ordinance – the City Engineer believes that this may be possible since there is only a very limited part of the City that is affected by the updated mapping.

However, FEMA (and the DNR, which helps administer the floodplain programs) often pushes local governments to update its Floodplain Ordinance to be more consistent with their current model codes. Staff expects to be working with DNR staff toward the easier option, and we will keep the Commission (and City Council) updated on this process.

TO DO: On hold, pending discussions with the DNR staff.

Mr. Grittmann stated that FEMA has released new Floodplain maps that impact the City of Montrose and change some flood boundaries. Mr. Grittmann stated these digitized maps are important so that impacted homeowners are able to obtain flood insurance on top of their homeowner's insurance, which is not otherwise available to people not in a floodplain designation. Mr. Grittmann stated that the city needs to update their floodplain ordinance which will hopefully just be an update to add the new maps, and not have to go through the entire ordinance adoption process, but this will still trigger a public hearing in order to get the maps accepted. Commissioner Fraumann stated that when he moved in five years ago, his house was not listed in the floodplain, but with the updated maps it now is included in the floodplain area which he believes it should have been all along. Mr. Grittmann stated he is currently trying to contact DNR staff so that staff can see if the maps can be adopted, or if the ordinance needs to be changed in a more significant way.

9. NEXT MEETING

- A. Wednesday, February 14, 2024 to be held at the Montrose Community Center – 7:00 p.m.

10. ADJOURNMENT

Commissioner Fraumann motioned to adjourn the meeting at 7:58 p.m. Commissioner Neiberger seconded the motion. Motion carried 3-0.

Charles Smallwood
Planning and Zoning Chair
City of Montrose

ATTEST:

Jessica Bonniwell
City Administrator
City of Montrose

City of Montrose
Park & Recreation Commission

Minutes
 January 9th, 2024

Pursuant to call and notice the Park & Recreation Commission held their regular monthly meeting on January 9th, 2024 at 5:30 p.m. at Montrose City Hall.

1. CALL TO ORDER

The meeting was called or order at 5:30pm by Commission Chairperson Swanson.

2. ROLL CALL

Present were Commission Members Josh Swanson, Eddie Kolasa and Kayla McCluskey. City Council Liaison Toby Nelson and City Clerk Cristy Gerard were also present.

3. APPROVAL OF MEETING AGENDA

A motion was made by Commissioner Kolasa to approve the meeting agenda. The motion was seconded by Commissioner Swanson. Motion carried 3-0.

4. APPROVAL OF DECEMBER MEETING MINUTES

A motion was made by Commissioner Kolasa to approve the December meeting minutes. The motion was seconded by Commissioner Swanson. Motion carried 3-0.

5. TREASURY REPORT

The commission reviewed the treasury report and Commissioner Kolasa made a motion to approve the report. The motion as seconded by Commissioner McCluskey. Motion carried 3-0.

6. OLD BUSINESS

a. Update on Park & Trail Plan

Commission Chair Swanson has done some great work redlining the outdated P&T Plan in expectation of having it re-written. City Clerk Gerard has been notified by City Engineers Bolton & Menk that their submissions for the updated plan will be ready by January 12th. Commissioner Swanson will compile these into the plan and attend the upcoming City Council meeting to request funds to have the plan professionally drafted.

b. Holiday Decorating Contest

The Commission reviewed the public votes for the holiday light displays. Cristy Gerard will contact and winners and invite them to the City Council meeting on February 12th. Mayor Moynagh will present them with their certificates at the meeting and photos will be taken to share on social media.

c. Park Sign for Forest Creek

Per Public Works Dept the signs discussed at the December meeting will be ordered and installed in the spring.

d. Garden Rules Update

The recommended changes to the Community Garden Rules were presented at the last City Council meeting where the council voted to:

- Remove the allowance for the use of cardboard in the gardens
- Require that any weed barriers be securely STAKED down, vs secured by rocks or other means
- Approve all other changes aside from the adjustments above.

A final version of the Garden Rules will be brought to the next Park & Rec Commission meeting.

e. **Youth Volunteer Program**

In order to keep this idea moving forward the commissioners will review the document that Commission Chair Swanson shared previously via email and communicate any further ideas. City Clerk Gerard will check into any possible legal restrictions and share with the Commission.

f. **MN Twins Grant Update**

Public Works Director Dan Remer and City Council member Michelle Otto have been working together on this.

After further discussion Commissioner Kolasa made a motion that the Commission officially recommend that the city move forward with a grant application. Motion was seconded by Commissioner McCluskey. Motion carried 3-0.

Commission Chair Swanson will share this recommendation with the City Council at their next meeting.

7. **NEW BUSINESS**

a. **New Commission Appointments for 2024**

Motions were made as follows for continuation of Commission positions for 2024:

Motion to re-appoint Josh Swanson as Commission Chairperson was made by Commissioner Kolasa and seconded by Commissioner McCluskey. Commissioner Swanson accepted the appointment and the motion carried 3-0.

Motion to re-appoint Eddie Kolasa as Commission Co-Chairperson was made by Commissioner Swanson and seconded by Commissioner McCluskey. Commissioner Kolasa accepted the appointment and the motion carried 3-0.

Motion to re-appoint Kayla McCluskey as Commission Secretary was made by Commissioner Kolasa and seconded by Commissioner Swanson. Commissioner McCluskey accepted the appointment and the motion carried 3-0.

b. **New Park Pamphlet**

After reviewing the existing park pamphlet last year and taking note that it needs to be updated the Commission talked again about how to get this done. It was decided that this would be tabled for a spring project when new photos can be taken of the various parks. Commissioner McCluskey offered to work on updating the pamphlet once new photos are taken and new park maps are shared by Bolton and Menk. We anticipate these to be completed along with the other updated information for the Park & Trail Plan.

*Re-assess at May Meeting

c. **New Commission Member Application**

The city received an application to the Park & Rec Commission from resident Valerie Parker. After review of the application a motion was made to accept Valerie by Commissioner Kolasa and was seconded by Commissioner Swanson. The motion carried 3-0. Valerie will be contacted by City Clerk Gerard and invited to the next regular meeting. Her appointment request will be brought to city council and she will be able to be sworn in at the Commission's March meeting.

d. **Accept Donation from Graceful Giving**

The Commission was notified that Graceful Giving has made a donation from request for the Fall Festival. The funds have been allocated to the general fund and may be applied to future events.

8. **NEXT MEETING**

The next regular meeting will be held Tuesday, February 6th at 5:30 pm at City Hall.

9. **ADJOURN**

Commissioner Kolasa motioned to adjourn the meeting at 5:57 pm, Commissioner Swanson seconded the motion. Motion carried 3-0.



Real People. Real Solutions.

2040 Highway 12 East
Willmar, MN 56201-5818

Ph: (320) 231-3956
Fax: (320) 231-9710
Bolton-Menk.com

January 8, 2024

Jessica Bonniwell, City Administrator
City of Montrose
311 Buffalo Avenue South
P.O. Box 25
Montrose, MN 55363

RE: 2023 Street Improvement Project
Montrose, Minnesota
Project No.: 0W1.130655

Dear Jessica:

Please find enclosed the Final Pay Estimate and Change Order for the above referenced project. The change order is included to reconcile the final contract amount. We have reviewed the final construction material for the final pay estimate and change order and recommend approval. If you agree, please sign and date three copies and return one with payment to GMH Asphalt Corporation and one to me for our files.

Enclosed with the pay application is final contract material, including lien waivers and IC-134's for this project. Please maintain this material with each respective pay application.

If you have any questions on the above, please call.





Sincerely,

Bolton & Menk, Inc.

Spencer Johnson, P.E.
Project Manager

Enclosure

Contractor's Application for Payment

Owner: <u>City of Monroe</u> Engineer: <u>Bolton & Menk, Inc.</u> Contractor: <u>GMH Asphalt Corporation</u> Project: <u>2023 Street Improvement Project</u> Contract: <u>2023 Street Improvement Project</u>	Owner's Project No.: _____ Engineer's Project No.: <u>OW1.130655</u> Agency's Project No.: _____																																				
Application No.: <u>3 - FINAL</u> Application Date: <u>1/4/2024</u> Application Period: From <u>11/7/2023</u> to <u>11/27/2023</u>																																					
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">1. Original Contract Price</td> <td style="width: 10%; text-align: right;">\$</td> <td style="width: 30%; text-align: right;">462,505.25</td> </tr> <tr> <td>2. Net change by Change Orders</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">(23,372.10)</td> </tr> <tr> <td>3. Current Contract Price (Line 1 + Line 2)</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">439,133.15</td> </tr> <tr> <td>4. Total Work completed and materials stored to date (Sum of Column G Lump Sum Total and Column J Unit Price Total)</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">439,133.15</td> </tr> <tr> <td>5. Retainage</td> <td></td> <td></td> </tr> <tr> <td> a. _____ X \$ 439,133.15 Work Completed</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">-</td> </tr> <tr> <td> b. _____ X \$ - Stored Materials</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">-</td> </tr> <tr> <td> c. Total Retainage (Line 5.a + Line 5.b)</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">-</td> </tr> <tr> <td>6. Amount eligible to date (Line 4 - Line 5.c)</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">439,133.15</td> </tr> <tr> <td>7. Less previous payments</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">412,111.38</td> </tr> <tr> <td>8. Amount due this application</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">27,021.77</td> </tr> <tr> <td>9. Balance to finish, including retainage (Line 3 - Line 4)</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">-</td> </tr> </table>		1. Original Contract Price	\$	462,505.25	2. Net change by Change Orders	\$	(23,372.10)	3. Current Contract Price (Line 1 + Line 2)	\$	439,133.15	4. Total Work completed and materials stored to date (Sum of Column G Lump Sum Total and Column J Unit Price Total)	\$	439,133.15	5. Retainage			a. _____ X \$ 439,133.15 Work Completed	\$	-	b. _____ X \$ - Stored Materials	\$	-	c. Total Retainage (Line 5.a + Line 5.b)	\$	-	6. Amount eligible to date (Line 4 - Line 5.c)	\$	439,133.15	7. Less previous payments	\$	412,111.38	8. Amount due this application	\$	27,021.77	9. Balance to finish, including retainage (Line 3 - Line 4)	\$	-
1. Original Contract Price	\$	462,505.25																																			
2. Net change by Change Orders	\$	(23,372.10)																																			
3. Current Contract Price (Line 1 + Line 2)	\$	439,133.15																																			
4. Total Work completed and materials stored to date (Sum of Column G Lump Sum Total and Column J Unit Price Total)	\$	439,133.15																																			
5. Retainage																																					
a. _____ X \$ 439,133.15 Work Completed	\$	-																																			
b. _____ X \$ - Stored Materials	\$	-																																			
c. Total Retainage (Line 5.a + Line 5.b)	\$	-																																			
6. Amount eligible to date (Line 4 - Line 5.c)	\$	439,133.15																																			
7. Less previous payments	\$	412,111.38																																			
8. Amount due this application	\$	27,021.77																																			
9. Balance to finish, including retainage (Line 3 - Line 4)	\$	-																																			
Contractor's Certification The undersigned Contractor certifies, to the best of its knowledge, the following: (1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment; (2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such liens, security interest, or encumbrances); and (3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective; and (4) The provisions of M. S. 290.92 have been complied with and that all claims against me by reason of the Contract have been paid or satisfactorily secured.																																					
Contractor: <u>GMH Asphalt Corporation</u>																																					
Signature: <u></u> Name: <u>Brandon E. Butomc</u>	Date: <u>1-4-23</u> Title: <u>VP</u>																																				
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; vertical-align: top;"> Recommended by Engineer By: <u></u> Name: <u>Spencer Johnson, P.E.</u> Title: <u>Project Manager</u> Date: <u>1/5/2024</u> </td> <td style="width: 50%; vertical-align: top;"> Approved by Owner By: _____ Name: _____ Title: _____ Date: _____ </td> </tr> </table>		Recommended by Engineer By: <u></u> Name: <u>Spencer Johnson, P.E.</u> Title: <u>Project Manager</u> Date: <u>1/5/2024</u>	Approved by Owner By: _____ Name: _____ Title: _____ Date: _____																																		
Recommended by Engineer By: <u></u> Name: <u>Spencer Johnson, P.E.</u> Title: <u>Project Manager</u> Date: <u>1/5/2024</u>	Approved by Owner By: _____ Name: _____ Title: _____ Date: _____																																				

CHANGE ORDER FORM

NO.: 1

Owner: City of Montrose
 Engineer: Bolton & Menk, Inc.
 Contractor: GMH Asphalt Corporation
 Project: 2023 Street Improvement Project
 Contract Name: 2023 Street Improvement Project
 Date Issued: 01/04/2024
 Owner's Project No.:
 Engineer's Project No.: 0W1.130655
 Contractor's Project No.:
 Effective Date of Change Order: 01/04/2024

The Contract is modified as follows upon execution of this Change Order:

Description:

This change order reconciles Final Contract Amount to Final Quantities. -\$23,372.10 Lump Sum

Attachments:

None

Change in Contract Price		Change in Contract Times	
Original Contract Price:		Original Contract Times:	
\$ 462,505.25		Substantial Completion:	11/03/2023
		Ready for final payment:	11/10/2023
Increase from previously approved Change Orders No. 0:		Increase from previously approved Change Orders No.0:	
\$		Substantial Completion:	
		Ready for final payment:	
Contract Price prior to this Change Order:		Contract Times prior to this Change Order:	
\$ 462,505.25		Substantial Completion:	11/03/2023
		Ready for final payment:	11/10/2023
Decrease this Change Order:		Increase this Change Order:	
\$ 23,372.10		Substantial Completion:	
		Ready for final payment:	01/04/2024
Contract Price incorporating this Change Order:		Contract Times with all approved Change Orders:	
\$ 439,133.15		Substantial Completion:	11/03/2023
		Ready for final payment:	01/04/2024

Recommended by Engineer
 By: *Spencer Johnson*
 Title: Project Manager
 Date: 1/5/2024

Accepted by Contractor
[Signature]
VP
1-5-24

Authorized by Owner
 By: _____
 Title: _____
 Date: _____

This document is a MODIFIED version of EJCDC® C-941, Copyright© 2018 by NSPE, ACEC, and ASCE. All rights reserved.

Magic Turf

19462 Ogden St NW
 Elk River, MN 55330
 (612) 900-5295
 jerrod@magicturf.com
 magicturf.com



ATHLETIC FIELD & TURFGRASS SPECIALISTS

"The Magic's in the Details!"

ADDRESS

Dan Remer
 City of Montrose

Estimate 1386

DATE 09/03/2023

DATE	ACTIVITY / DESCRIPTION	QTY	RATE	AMOUNT
	Project Overview	1	0.00	0.00
	Carver Field- Infield Reconstruction: Assuming 2024 Project			
	-Lip removal (10' width) & resod			
	-Aglime surface replacement			
	-Infield Layout			
	-Install home plate, pitching rubber, and 2x sets of ground anchors for bases			
	-final grade on infield			
	Infield Lip Removal	2,500	3.50	8,750.00
	Remove and lower unsafe, raised lip along aglime/grass edge that has developed and become dangerous. Minimum repair is 5 feet wide along area of concern, but can be up to 10' or more for more severe cases. Raised area will be cut-out, lowered, regraded, then sodded back (Sodding cost separate). **Notes: Owner's personnel will be responsible for removing, capping, and flagging all irrigation heads within repair area (Our staff will GPS all removed heads, and re-flag after stripping/grading is complete but prior to sodding, for Owner to re-install). All stripped/removed material to be discarded on-site for Owner to haul/remove as needed. Any additional soil needed for project would be supplied by Owner and installation costs would be additional. Infield grading would also need to be completed (billed separately) in order to adjust infield elevation and provide a safe transition to the new outfield elevation. 1,000 sq ft minimum project size, unless stated otherwise. (per sq. ft.)			
	Bluegrass Sod- Large Rolls	300	5.25	1,575.00
	Large roll bluegrass sod for athletic field areas. Cost includes installation. *Note: Grading and preparation costs not included. (per sq. yd.)			

DATE	ACTIVITY / DESCRIPTION	QTY	RATE	AMOUNT
	Strip/Haul Aglime Strip and haul aglime from infield or warning track surface. All stripped/removed material to be discarded on-site for Owner to haul/remove as needed. **We are assuming a removal of 2-3" of existing aglime, which is inconsistent and contaminated with rocks and dirt.	1	6,500.00	6,500.00
	Aglime- Red Ball Red Ball Aglime for ball field construction	200	48.00	9,600.00
	Haul & Spread Aglime/Sand Haul aglime/sand from onsite pile (nearby parking lot/hard surface) with turfgrass friendly dump carts, and spread on field. This price is an additional cost to other grading work being performed, where additional aglime is needed. (per ton)	200	30.00	6,000.00
	Aglime Grading- Softball Infield Standard grading on typical softball infield. Vertical till as needed to blend existing aglime surface, then grade. This would assume there is no vegetation in the aglime infield area needing to be removed, and no additional aglime needed. If vegetation is present and needing removal, or additional aglime is needed in order to grade, then additional rates and/or field edging costs would be added.	1	1,500.00	1,500.00
	Home Plate w/ Solid Wood Core New home plate w/ solid wood core design. (Price includes installation, assuming we are onsite performing field maintenance). (each)	1	375.00	375.00
	4-Sided Pitching Rubber- Adult 24" 24" adult 4-sided pitching rubber (Price includes installation, assuming we are onsite performing field maintenance). (each)	1	330.00	330.00
	2" Ground Anchor for Bases Pound-in ground anchor for base installation. (Price includes installation, assuming we are onsite performing field maintenance). (each) **Assuming 2x sets at 60' and 65' base distances.	6	75.00	450.00
	Mobilization Mobilization of crew and equipment to project site.	1	1,500.00	1,500.00
	ST3 Please send us a copy of your organization's ST3, Tax Exemption Form. If we do not receive this for our files, sales tax will need to be added to this invoice.	1	0.00	0.00

TOTAL

\$36,580.00

Accepted By

Accepted Date

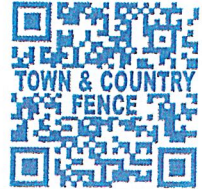


TOWN & COUNTRY FENCE

ESTIMATION WORKSHEET

8511 Xylon Avenue North • Brooklyn Park, MN 55445-1820
Office (763) 425-5050 Fax (763) 425-9006

www.tcfence.com



CUSTOMER INFORMATION

Name: DAN REMER / CITY OF MONTROSE

Address: 311 BUFFALO AVENUE SOUTH

City: MONTROSE, MN 55363

Phone: _____ Work: 763-238-2389

Cell: _____ Fax: _____

Salesperson: MIKE BISHOP

Date of Quote: 7-24-23

Date to Install: TBD

Terms: TBD

PRICES QUOTED ARE GUARANTEED
FOR 15 DAYS

JOB INFORMATION

_____ LINEAL FEET OF _____

_____ END CONNECTIONS

_____ CORNER CONNECTIONS

_____ GATES: _____

SITE: CARVER PARK BALLFIELD

① INSTALL (1) 32' x 20' x 32'-20' HIGH
BACKSTOP WITH 16' HOODS. \$36,675.00

② INSTALL 440' OF 6' HIGH CHAIN-LINK
WITH TOP AND BOTTOM RAILS.
INSTALL (1) 14' WIDE SERVICE GATE.
\$28,000.00

③ INSTALL 445' OF 8' HIGH CHAIN-LINK
WITH TOP RAIL ONLY. \$25,500.00

TOTAL SALE

DEPOSIT

BALANCE DUE

AT COMPLETION

* PRICES INCLUDE REMOVALS.

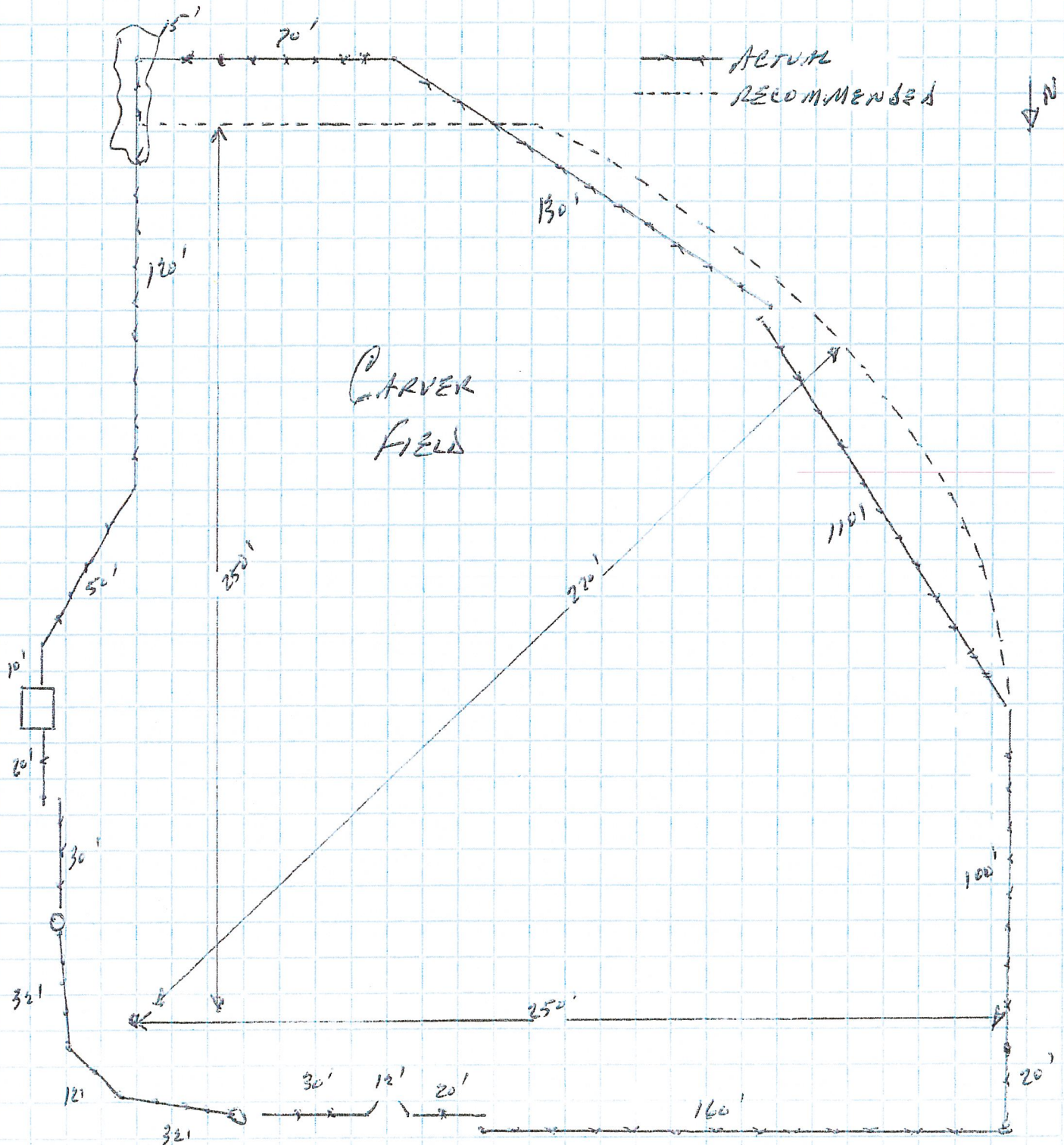
* PRICES DO NOT INCLUDE PVC CAPS.

* LAYOUT SKETCHES ENCLOSED.

COCO & CITY OF MONTROSE

763-238-1711 (M)

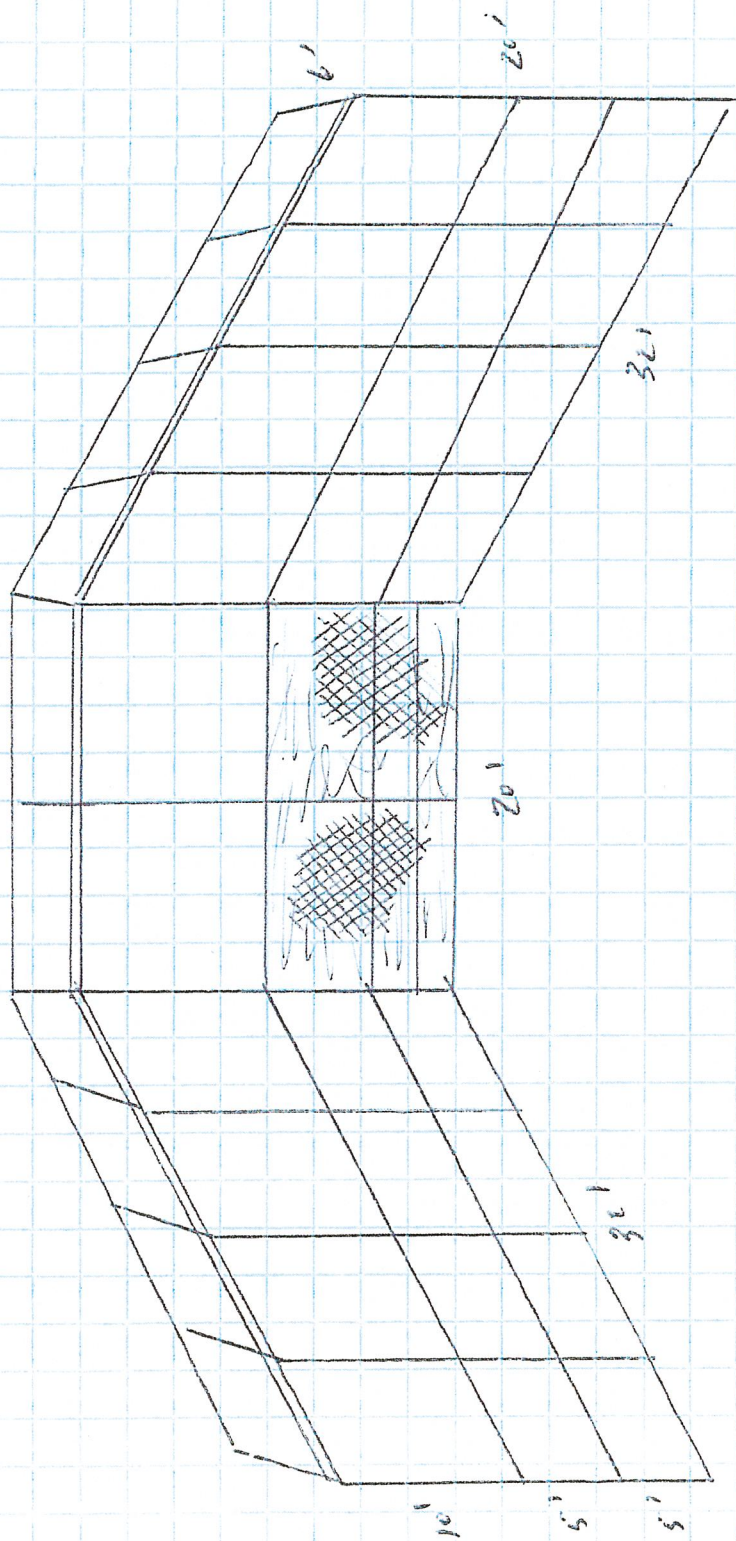
7-24-23



- ① 1- 32' x 20' x 32' - 20' HIGH BRICKSTOP w/ 6' HOOD
- ② 440' - 6' HIGH CHAIN-LINK FENCE w/ BOTTOM RAIL SIDE LINES
- ③ 445' - 6' HIGH CHAIN-LINK FENCE (TOP RAIL ONLY) OUTFIELD
- ④ 2 - 20' HIGH FILL POLES

Cut of Manure
Concrete Back
Briquet

7-24-23



1-32' x 20' x 32' - 20' HIGH WITH 4' HOLES

* ARE 4" O.D. BRIQUET POSTS IN
CONCRETE FOOTINGS 12" DIA x 5' DEEP

* CENTER 20' WIDE SECTION TO HAVE
10' HIGH x 6' DIA FABRIC IN BOTTOM HALF



JOHN DEERE

Selling Equipment

MIDWEST
MACHINERY CO

Quote Id: 29887158

Customer: CITY OF MONTROSE

PRONOVOST 60" SNOWBLOWER-JD GREEN - 59242

Hours: 0

Stock Number: 552763

				Selling Price
				\$ 12,900.00
Code	Description	Qty	Unit	Extended
---	PRONOVOST 60" SNOWBLOWER-JD GREEN	1	\$ 11,500.00	\$ 11,500.00
Dealer Attachments				
BW16138	Hose Kit - HOSE KIT, OIL TUBES AND HOSES (3RD	1	\$ 566.50	\$ 566.50
Dealer Attachments Total				\$ 566.50
Other Charges				
	Setup	1	\$ 500.00	\$ 500.00
Other Charges Total				\$ 500.00
Customer Discounts				
Customer Discounts Total			\$ 333.50	\$ 333.50
Total Selling Price				\$ 12,900.00

	Approved	Spent	Remaining	Proposed
Generator at C.C./F.D.	\$ 39,897.90	\$ 39,897.90	\$ -	
Fence for Generator at C.C./F.D.	\$ 3,700.00	\$ 2,710.00	\$ 990.00	
HVAC at C.C./F.D.	\$ 8,584.60	\$ 8,584.60	\$ -	
Camera/Door Security Project	\$ 110,000.00	\$ 108,388.23	\$ 1,611.77	
Radar Speed Sign	\$ 10,000.00	\$ 6,348.50	\$ 3,651.50	
	Spent	\$ 165,929.23		

ARPA Funds Balance

\$ 362,489.18

\$ 322,591.28

\$ 319,881.28

\$ 311,296.68

\$ 202,908.45

\$ 196,559.95

ARPA Balance minus remaining approved

\$ 194,948.18

Generator at C.H.			\$ 20,000.00
LED Message City Sign			\$ 30,000.00
Computer Replacements			\$ 3,732.76
Admin./Code Enforcement Vehicle			\$ 40,000.00

Underspent from proposed \$ 93,732.76

ARPA Balance minus remaining proposed \$ 101,215.42



LIABILITY COVERAGE WAIVER FORM

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

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

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

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

LMCIT Member Name: _____

Check one:

☐ The member **DOES NOT WAIVE** the monetary limits on municipal tort liability established by [Minn. Stat. § 466.04](#).

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

Date of member's governing body meeting: _____

Signature: _____

Position: _____