

CITY OF EYOTA
CITY COUNCIL AGENDA
September 10, 2020
7:00 p.m. Eyota City Hall

**Due to Social Distancing a limited number of people will be allowed in the council chambers
Join Zoom Meeting**

<https://us02web.zoom.us/j/88364014380?pwd=OG9GWnlvaDV4aFBSSEtCK01SQzIUZz09>

1. Call to order and Pledge of Allegiance
2. General announcements
3. Set the agenda
4. Consent Agenda
 - A. Approve the minutes of the August 27, 2020 regular Council meeting
 - B. Resolution #2020-42 Allocating CARES Act Funds
5. Reports:
 - A. Community Officer – Deputy Peterson
 - B. Fire Department – September 2 meeting
 - C. Park Board – September 9 meeting
Sunrise Park Play Equipment Vandalism
 - D. Clerk
6. Regular Agenda:
 - A. 2021 Improvement Project Planning
 - Identify Projects
 - Approve Capital Improvement Plan
 - Engineering Professional Services Agreement
 - B. Park DR Drainage Improvement Project - Pay Requests #1
 - C. Compost Site Surveillance Camera Cable Line
 - D. West Side Park Surveillance Camera
 - E. Caboose Roof Repair Proposals
 - F. 318 Washington Avenue SE - sewer fee reduction request
 - G. Council Wages - proposed increase
 - H. Nuisance Property Status Update
 - I. Accounts Payable
7. Any Other Business

REQUEST FOR COUNCIL ACTION

MEETING
DATE: 9/10/20

AGENDA SECTION: Consent Agenda	ORIGINATING DEPT: City Clerk/Treasurer	ITEM NO. 4 A-B
ITEM DESCRIPTION: Approval of Consent Agenda Items		PREPARED BY: Marlis Knowlton

This Request for Council Action lists all the items which have been included in the Consent Agenda for this meeting. The Council can approve all of the items with a single motion to approve. The Mayor will allow Councilmembers an opportunity to state whether there are any of these items which you wish to have removed from the Consent Agenda approval and have them discussed and then acted upon separately.

4.A. Approve the minutes of the August 27, 2020 regular Council meeting

4.B. Resolution #2020-42 Allocating CARES Act Funds- Bonds

Council Action Requested:

Motion to approve consent agenda items as presented.

or request to remove an item and then motion to approve consent agenda items excluding item 4-?

COUNCIL ACTION: Motion by: _____ Second by: _____ to:

REQUEST FOR COUNCIL ACTION

MEETING
DATE: 9/10/20

AGENDA SECTION: Consent	ORIGINATING DEPT: City Clerk/Treasurer	ITEM NO. 4.A
ITEM DESCRIPTION: Approve the minutes of the previous meeting		PREPARED BY: Marlis Knowlton

**Request to approve the minutes of the previous regular Council meeting:
August 27, 2020**

Council: These minutes were forwarded to you in a previous email and are in the Dropbox Minutes Folder.

Council Action Requested:

Motion to approve the regular Council meeting minutes of August 27, 2020 as presented.

COUNCIL ACTION: Motion by: _____ Second by: _____ to:

REQUEST FOR COUNCIL ACTION

MEETING
DATE: 8/13/20

AGENDA SECTION: Consent	ORIGINATING DEPT:	ITEM NO. 4.B.
ITEM DESCRIPTION: Resolution #2020-42 Allocating CARES Act Funds		PREPARED BY: Marlis Knowlton

A requirement of the CARES ACT is to pass a resolution before September 15 to document how the City is going to distribute the \$148,646 received from the State.

Council Action Requested:

Motion to move RESOLUTION #2020-42, Allocating Coronavirus Aid, Relief and Economic Security (CARES) Act Funds to Local Government Activities

COUNCIL ACTION: Motion by: _____ Second by: _____ to:

**RESOLUTION #2020-42
CITY OF EYOTA**

**Allocating Coronavirus Aid, Relief and Economic Security (CARES) Act Funds
to Local Government Activities**

WHEREAS, on March 27, 2020 the President of the United States signed into law the Coronavirus Aid, Relief and Economic Security Act (Known as the CARES Act) that was passed by the U.S. Congress in response to the COVID-19 Pandemic Outbreak; and,

WHEREAS, The CARES Act included \$339.8 Billion in relief under the COVID-19 pandemic in the United States dedicated for State and Local Governments; and,

WHEREAS, on June 25, 2020 the Governor of the State of Minnesota by Executive Order under the current Emergency allowed for the distribution of \$841 million in CARES Act Funds to counties and cities within the State of Minnesota in accordance with the U.S. Treasury Guidance based on a per-capita basis; and,

WHEREAS, the City of Eyota has received \$148,646 in CARES Act Funding allocation; and,

WHEREAS, the CARES Act allows local governmental units to expend funds on costs that are necessary expenditures related to the COVID-19 public health emergency; and,

WHEREAS, the CARES Act allows local governmental units to expend funds on costs that were not included in the most recently adopted budget as of March 27, 2020, or were budgeted for but have been incurred for a substantially different use from what was intended as a result of the COVID-19 public health emergency; and,

WHEREAS, the CARES Act allows local governmental units to expend funds on costs that were incurred during the covered period of March 1, 2020 – November 15, 2020.

NOW, THEREFORE, BE IT RESOLVED that the Eyota City Council allocates \$148,646 of CARES Act Funds accordingly:

Business grants, with a required application form, to:
Arbor Garden Place \$3,000, Eyota Ambulance \$10,000, \$3,000 to licensed daycare operators and \$1,500 to all other businesses. Businesses include for profit, nonprofit and in-home businesses if at least fifty percent of total income is from the business. Businesses must be within city limits.

REQUEST FOR COUNCIL ACTION

MEETING
DATE: 9/10/20

AGENDA SECTION: Reports	ORIGINATING DEPT: Law Enforcement	ITEM NO. 5.A.
ITEM DESCRIPTION: Community Officer Report		PREPARED BY: Deputy Peterson

**Deputy Peterson's report,
including calls for service for the month August 2020.**

Calls
NW = 20
NE = 2
SW = 32
SE = 12

TOTAL = 66

Council Action Requested:

COUNCIL ACTION: Motion by: _____ Second by: _____ to:

Call Date/Time	Location	Incident Type		
8/31/2020 14:18	SW, CEY	Medical		
8/31/2020 9:53	SW, CEY	Damage to Property	NE =	2
8/30/2020 0:32	SW, CEY	Assist	NW =	20
8/28/2020 12:00	SE, CEY	Parking Violation	SE =	12
8/28/2020 10:06	SW, CEY	Medical	SW =	32
8/27/2020 22:12	NW, CEY	Medical	TOTAL =	66
8/27/2020 19:38	SW, CEY	Dispute		
8/27/2020 15:27	NW, CEY	Traffic Stop		
8/27/2020 11:38	SW, CEY	Theft		
8/27/2020 9:16	SW, CEY	Community Service		
8/27/2020 2:57	SW, CEY	Suspicious		
8/26/2020 22:14	SW, CEY	Suspicious		
8/26/2020 21:28	SW, CEY	Assist		
8/26/2020 10:57	SW, CEY	Traffic Stop		
8/26/2020 8:36	SW, CEY	Traffic Stop		
8/25/2020 13:31	SE, CEY	Parking Violation		
8/25/2020 11:03	SW, CEY	Traffic Stop		
8/25/2020 3:40	SE, CEY	Community Service	8/9/2020 21:13	NW, CEY Traffic Stop
8/24/2020 22:46	NW, CEY	Traffic Stop	8/9/2020 9:21	NW, CEY Traffic Stop
8/22/2020 23:32	NE, CEY	Ordinance Violation	8/9/2020 9:10	NW, CEY Traffic Stop
8/21/2020 0:29	SE, CEY	Community Service	8/8/2020 18:20	SW, CEY Alarm
8/20/2020 18:45	SW, CEY	Animal	8/8/2020 17:31	SW, CEY Missing Person
8/19/2020 20:39	NW, CEY	Traffic Stop	8/8/2020 6:50	SW, CEY Animal
8/19/2020 18:55	NW, CEY	Suspicious	8/7/2020 15:40	SW, CEY Traffic Assist/Hazard
8/18/2020 15:14	NW, CEY	Traffic Stop	8/6/2020 16:27	SE, CEY Assist FD
8/18/2020 11:32	SW, CEY	Traffic Stop	8/6/2020 15:14	SE, CEY Assist FD
8/18/2020 8:47	NW, CEY	Traffic Stop	8/6/2020 1:36	SE, CEY Community Service
8/17/2020 16:46	SW, CEY	Traffic Stop	8/5/2020 18:26	NW, CEY Traffic Stop
8/17/2020 15:50	NW, CEY	Traffic Stop	8/5/2020 17:42	SE, CEY Damage to Property
8/17/2020 14:11	SE, CEY	Project Lifesaver	8/5/2020 15:50	SW, CEY Traffic Stop
8/17/2020 10:38	SW, CEY	Ordinance Violation	8/5/2020 13:50	NW, CEY Traffic Stop
8/16/2020 23:33	SE, CEY	Community Service	8/4/2020 23:21	SW, CEY Suspicious
8/15/2020 10:02	NW, CEY	Assist	8/3/2020 21:06	SE, CEY Traffic Stop
8/14/2020 13:22	SW, CEY	Medical	8/3/2020 13:02	SW, CEY Ordinance Violation
8/14/2020 10:46	SW, CEY	Medical	8/1/2020 23:11	NW, CEY Traffic Stop
8/14/2020 0:51	SW, CEY	Alarm	8/1/2020 19:44	SW, CEY Traffic Stop
8/13/2020 18:49	NE, CEY	Suspicious	8/1/2020 19:21	SW, CEY Animal
8/13/2020 14:18	NW, CEY	Traffic Stop	8/1/2020 3:18	SW, CEY Suspicious
8/13/2020 2:58	NW, CEY	Trespass		
8/12/2020 14:57	SW, CEY	Medical		
8/11/2020 14:10	NW, CEY	Assist		
8/11/2020 12:56	NW, CEY	Medical		
8/11/2020 12:51	SE, CEY	Community Service		
8/10/2020 11:56	NW, CEY	Traffic Assist/Hazard		
8/10/2020 10:18	SW, CEY	Damage to Property		

REQUEST FOR COUNCIL ACTION

MEETING
DATE: 9/10/20

AGENDA SECTION: Regular	ORIGINATING DEPT:	ITEM NO. 6.A
ITEM DESCRIPTION: 2021 Improvement Project Planning		PREPARED BY: Marlis Knowlton

The Council met in a work session on August 20 discussing future improvement projects.

The Council suggested water main and street improvements be done on Madison Avenue NW, Skyline Avenue NW and Everett Avenue NW. This includes paving the gravel section of Madison Avenue.

Also suggested paving North Front Street NE.

Request to approve these two projects be planned to be completed in 2021.

Request to approve the proposed Capital Improvement Plan.

Request to enter into the Professional Services Agreement with WHKS & Co. to authorize them to develop plans for the two mentioned projects. Plans can be used at a later date if the 2021 construction is delayed to a future year.

Council Action Requested:

Motions to approve projects, CIP and engineering agreement as the Council sees fit.

COUNCIL ACTION: Motion by: _____ Second by: _____ to:



PROFESSIONAL SERVICES AGREEMENT

THIS AGREEMENT, by and between **City of Eyota** hereinafter referred to as the "Client" and WHKS & Co., hereinafter referred to as "WHKS", is made as follows:

WHEREAS, the Client has a need for certain professional services relating to the project described as **2021 Street & Utility Improvements**.

WHEREAS, WHKS proposes to furnish the professional services required by the Client for said project,

NOW THEREFORE, the Client hereby agrees to retain and compensate WHKS to perform the professional services in accordance with the terms and conditions of this Agreement and the attached Standard Terms and Conditions.

Scope of Services

WHKS shall perform the following described services for the Client:

Design and bid phase engineering services as described on the attached Scope of Services included in Exhibit A.

Basis of Compensation

For the services described above, the Client shall remunerate WHKS as follows:

Items 1-5 - Lump Sum Fee of \$138,000 including Expenses.

Executed this _____ day of September, 2020

City of Eyota

By: _____

Printed Name: _____

Title: _____

WHKS & CO.

By: _____

Printed Name: William Angerman

Title: COO, Exec Vice President

Exhibit A to Professional Services Agreement

A. Project Description

The project consists of two phases. Both phases are planned to be assessed to the abutting properties.

The first phase is reconstructing the following streets with bituminous pavement and concrete curb and gutter. The project will also include the replacement of existing utilities including sanitary sewer manholes, watermain, storm sewer, subdrain and related service lines.

1. Madison Avenue from North Front Street to Trunk Highway 14.
2. Everett Avenue from Madison Avenue to 150 feet south of Madison Avenue.
3. Skyline Avenue from Madison Avenue to 150 feet south of Madison Avenue.

The second phase consists of bituminous paving and storm sewer construction for the following street and potentially adding curb and gutter along the south side of the street:

1. North Front Street east of Center Avenue (by the Olmsted County Maintenance Building).

B. Scope of Services Provided Under This Agreement:

1. Project Management and Meetings

- Perform general project administrative duties including supervision and coordination of the project team, review of project costs and billings, prepare invoices using Consultant's standard forms, preparation of status reports, and general administrative activities.
- Hold kick-off meeting with Client to discuss the project and review the scope.
- Advise the Client of the necessity of obtaining Special Engineering Services as described in Paragraph C., and act as the Client's representative in connection with any such services not actually performed by WHKS.
- Attend four (4) meetings for the project including a meeting with Olmsted County staff to review North Front Street.

2. Topographic Survey and Research of Existing Conditions

- Perform site topographical surveys to support new facilities, exclusive of boundary surveys for land and easement acquisition.
- Develop project control and base map for the project.
- Locate the existing underground utilities as located by the Gopher State One Call locate system.
- Collect, obtain and review relevant information from the Client.

3. Feasibility Study

- Prepare a feasibility study for constructing the subject streets. This report will be used for the purposes of addressing engineering portions of MN Statue 429 which addresses assessments. The report will include the following:
 - i. Summary of existing conditions.

- ii. Analysis of drainage along Trunk Highway 14.
- iii. It is anticipated that a wetland delineation will most likely not be required. If one is required a contract amendment will be prepared.
- iv. Recommendations of street and utility design, alignments, required permits, and anticipated schedule.
- v. An Engineer's Opinion of Probable Construction Costs
- vi. Determination of a cost per foot of construction that can be used to calculate special assessment amounts for adjacent properties to the project.
- Provide two (2) bound copies of the report.

4. Preliminary and Final Design

- Prepare preliminary and final plans and specifications to show the character and scope of work to be performed by contractors on the Project.
- Geotechnical Engineering services will be performed by a subcontractor to WHKS under this contract. Geotechnical services to include soil borings.
- Prepare forms of advertisement for bids, contractor's proposal, construction agreement, payment bond and performance bond for approval by the Client, subject to prior review and approval by Client's Attorney, Bond Counsel, and/or Fiscal Agent.
- Prepare opinion of probable construction cost on completed plans and specifications.
- Furnish one (1) original signed copies of the plans, specifications, and other contract documents as required to the Client.
- Furnish plans and specifications to bidders through the use of a web based plan room.
- Answer contractor's questions during the bidding phase.
- Prepare addendums to the contract documents prior to bid letting, if necessary.
- Assist in the receiving and tabulation of Contractors' proposals and assist in awarding construction contract.
- A Storm Water Pollution Prevention Plan (SWPPP) will be prepared.
- Prepare and submit applicable construction permit application packages to Minnesota Department of Health, MPCA NPDES, and MnDOT.

5. Assessment Assistance

- Assist with preparation of the assessment documents and assist with conducting the assessment hearings.
- Conduct public meetings with affected property owners. Two meetings are included.

6. Construction Services (not in this phase)

- Construction administration, staking, and observation are not included in this agreement, but may be added at a later date.

C. Special Engineering Services:

Special Engineering Services are those services not listed above, but which may be required or advisable to accomplish the Project. Special Engineering Services shall be performed when authorized by the Client for additional fees, to be determined at the time authorized.

Special Engineering Services include:

1. Land surveying and platting
2. Easement research, plats or descriptions

3. Negotiation for easements or land acquisition
4. Quality control testing and construction materials testing
5. Permits other than those identified above
6. Funding assistance, including grant and/or loan applications
7. Wetland Delineations or mitigation plans
8. Floodplain and hydraulic/hydrologic modeling
9. Water and/or sanitary sewer rate studies
10. Geotechnical material testing
11. Cultural resource survey or other studies or documentation that may be required by regulatory agencies that are not specifically listed in the scope of services
12. National Environmental Policy Act (NEPA) compliance, including historical and archeological investigations
13. Attendance at additional meetings (other than those listed above)

REQUEST FOR COUNCIL ACTION

MEETING
DATE: 9/10/20

AGENDA SECTION: Regular	ORIGINATING DEPT:	ITEM NO. 6.B.
ITEM DESCRIPTION: Park DR Drainage Improvement Project - Pay Requests #1		PREPARED BY: Marlis Knowlton

Pay request has been submitted by DeCook Excavating for the Park Drive Drainage Improvement Project. WHKS & Co is recommending payment of Pay Request #1 of \$31,632.63.

5% retainage has been held back of \$1,664.88

NOTE: Payments have been included in the accounts payable amount to be approved.

Council Action Requested:

Motion to approve Park Drive Drainage Project pay request payable to DeCook Excavating as recommended, \$31,632.63.

COUNCIL ACTION: Motion by: _____ Second by: _____ to:

2905 South Broadway
Rochester, MN 55904-5515
Phone: 507.288.3923
Fax: 507.288.2675
Email: rochester@whks.com
Website: www.whks.com

whks

engineers + planners + land surveyors

August 30, 2020

Marlis Knowlton, City Clerk/Treasurer
City of Eyota
38 South Front Street SW
Eyota, MN 55934

RE: Eyota, MN
Park Dr. Drainage Improvements
Pay Request No. 1

Dear Marlis:

Enclosed is Pay Request No. 1 for work on the above referenced project. We recommend payment in the amount of \$31,632.63 to:

DeCook Excavating
821 Country Club Rd SE
Byron, MN 55920

Please contact me if you have any questions.

Sincerely,

WHKS & CO.



Daren D. Sikkink, P.E.

DS/cf

Enclosure

cc: Bill Angerman, WHKS (file)
Brad Boice, City of Eyota
John Allen, DeCook Excavating

2905 South Broadway
 Rochester, MN 55904
 Phone 507-288-3923



PARTIAL PAYMENT ESTIMATE
 FOR CONSTRUCTION WORK COMPLETED

Project: Trailer Court Drainage Improvements
 Project No.: 8485.00
 Location: Eyota, MN
 Contractor: DeCook Excavating

Bid Price: \$40,297.50
 Date: Aug. 30, 2020
 Estimate #: 1
 % Complete: 83%

Item No.		Contract Quantity	Unit	Unit Price	Quantity Completed Previous Estimates	Quantity Completed This Estimate	Quantity Completed to Date	Total
1	Mobilization	1	Lump Sum	\$ 2,000.00	0	1	1	\$2,000.00
2	Remove & Replace Bituminous Pavement	67	S.Y.	\$ 75.00	0	0	-	\$0.00
3	Remove Concrete Pavement	45	L.F.	\$ 15.00	0	0	-	\$0.00
4	Remove & Replace Concrete Pavement	5	S.Y.	\$ 200.00	0	0	-	\$0.00
5	Construct Concrete Pavement around Cleanout	10	S.Y.	\$ 100.00	0	0	-	\$0.00
6	Remove Existing Water and Sanitary Service, Cap at Main	1	Lump Sum	\$ 3,000.00	0	1	1	\$3,000.00
7	Aggregate Surfacing, CI 5	50	C.Y.	\$ 32.00	0	50	50	\$1,600.00
8	6" Cleanout	10	Each	\$ 275.00	0	10	10	\$2,750.00
9	6-Inch Perforated Sch. 40 PVC Subdrain	933	L.F.	\$ 22.50	0	973	973	\$21,892.50
10	6-Inch CMP Apron	1	Each	\$ 150.00	0	1	1	\$150.00
11	6" x 6" Tee	5	Each	\$ 30.00	0	5	5	\$150.00
12	6-Inch 11-1/4 degree PVC bend	1	Each	\$ 25.00	0	1	1	\$25.00
13	6-Inch 22-1/2 degree PVC bend	4	Each	\$ 30.00	0	4	4	\$120.00
14	6-Inch 11 1/4 degree PVC bend	2	Each	\$ 30.00	0	2	2	\$60.00
15	Connect to Existing Storm Sewer	2	Each	\$ 750.00	0	2	2	\$1,500.00
16	Seeding	0.2	Acre	\$ 250.00	0	0.2	0.2	\$50.00
17	Material Testing Allowance	1	Lump Sum	\$ 200.00	0	0	-	\$0.00

Total Work Completed \$33,297.50

Less 5% Retainage \$1,664.88
 Less Previous Payments \$0.00

Net Payment this Estimate **\$31,632.63**

REQUEST FOR COUNCIL ACTION

MEETING
DATE: 9/10/20

AGENDA SECTION: Regular	ORIGINATING DEPT: Public Works	ITEM NO. 6.C.
ITEM DESCRIPTION: Compost Site Surveillance Camera Cable Line		PREPARED BY: Brad Boice

In February 2020, the City council OK'd the installation of a surveillance camera at the City Compost site. See attached sheet.

Public Works sent back the signed agreement to HBC. HBC was also contacted and given the go ahead.

Several months went by with no installation. Public works contacted HBC and was told the HBC representative that we were working with no longer works at HBC.

Public Works sent the signed HBC proposal to the new HBC representative. HBC will honor all pricing, but a line installation cost to the new pole at the compost site was not included in the pricing. The cost given to Public Works was \$2,700. After some negotiating, HBC came down to \$900 to install the new line.

All other pricing for the compost site camera setup will be the same.

City Council needs to OK or deny \$900 install cost for the new line install at the compost site.

Recommend the new line install for \$900

Council Action Requested:

Motion to approve HBC to install a new cable line to the compost site for surveillance camera, cost \$900.

COUNCIL ACTION: Motion by: _____ Second by: _____ to:

REQUEST FOR COUNCIL ACTION

MEETING
DATE: 9/10/20

AGENDA SECTION: Regular	ORIGINATING DEPT: Public Works	ITEM NO. 6.D.
ITEM DESCRIPTION: West Side Park Surveillance Camera		PREPARED BY: Brad Boice

With the recent vandalism spree, Public Works is asking the City Council to consider installing a surveillance camera in West Side Park.

Public Works has talked with HBC about installing a camera on the HBC hut just north of the water tower in West Side Park. HBC has Ok'd that camera installation possibility. This installation would be the easiest. However, there is approximately 120 feet between the HBC hut and the pavilion's south bathroom door. Facial recognition on any of the HBC cameras is lost at 45 feet or father away. (HBC proposal is attached \$503 plus \$100 monthly)

Another possibility is installing a camera on the west wall of the pavilion, near the roof peak with the camera facing down. The HBC rep. said they could use a "wireless bridge" between the HBC hut and the camera mounted on the pavilion so wire would need to be installed. Since the camera would be out in the open, I asked about camera vandalism. The HBC rep said they have not had any problems with that. (HBC proposal is attached \$503 plus \$109.99 monthly)

Consider installing a surveillance camera somewhere at West Side Park.

Question -

Legally what can the City do if we have vandalism in one of the park bathrooms, we suspect someone that is on camera did it, but cannot prove they are the ones who did it?

Council Action Requested:

Motion to

COUNCIL ACTION: Motion by: _____ Second by: _____ to:

REQUEST FOR COUNCIL ACTION

MEETING
DATE: 9/10/20

AGENDA SECTION: Regular	ORIGINATING DEPT: Public Works	ITEM NO. 6.E
ITEM DESCRIPTION: Caboose Roof Repair Proposals		PREPARED BY: Brad Boice

Two proposals have been obtained to repair the roof on the caboose:
 Merit \$6,242
 Ledegar Roofing \$5,250

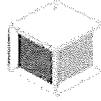
Park Board should have a recommendation for City Council; after their Sept. 9 meeting.

Because of price alone Public Works recommends Ledegar Roofing.

Fix this year yet, or budget for 2021.
 2020 Repairs/Maintenance Buildings, budget \$3,000 spent \$344 with bathroom vandalism expenses pending.
 Capital Outlay Buildings \$2,500 budgeted for bathroom remodeling, spent \$1,225.
 There is excess in the check book, more than half of budgeted expenses for 2020.

Council Action Requested:
 Motion to

COUNCIL ACTION: Motion by: _____ Second by: _____ to:



MERIT

Contracting, Inc.

August 28, 2020

Brad Boice
City of Eyota
38 South Front Street
Eyota, MN 55934

**RE: S-20-6964 Stars and Stripes Park Caboose: Reroof 310SF (Both Roofs)
Install new Fully Adhered 60mil EPDM Roof System
New Perimeter and Cupola Sheet Metal**

Dear Brad,

We propose to furnish and install the necessary materials and labor for the above mentioned for the net sum of:

SIX THOUSAND TWO HUNDRED FORTY-TWO DOLLARS...\$6,242.00

The following is included:

1. Remove and dispose existing wood 2x walkway, running on top of roof.
2. Remove support rails and supports where possible, save for reinstallation.
3. Remove and dispose of existing EPDM membrane.
4. Fully adhere 60mil EPDM over existing insulation and sheet metal roof.
5. Install necessary EPDM tape flashings.
6. Fabricate and install sheet metal into existing receiver metal around the cupola.
7. Fabricate and install sheet metal drip edge metal around perimeter.
8. Fabricate and install new sheet metal U-brackets allowing a better watertight seal for new 2x wood blocking walkway.

Notes:

1. New 2x wood not included in proposal, by owner.
2. Sheet Metal is 24ga Firestone UnaClad Matte Black.
3. To properly insure water tightness around all railing bolts requires the remove of the nuts holding the railing in place, price is based on the ability to remove said securement, if additional work is required to remove railings, owner will be notified and asked which option they would prefer to insure water tightness, at potential additional cost.
4. Deduct: Install Termination Bar (like existing) deduct the sum of \$1,213.00
 - a. Visual – sheet metal gives it a cleaner look and has the appearance of a metal roof like it originally had.

If you should have a question, please feel free to contact me. Thank you for considering Merit Contracting for your roofing needs.

Jake Schleusner

4661 Hadley View Court NE • Rochester, MN 55906 • p: 507.281.4317 • f: 507.281.4689 • www.meritcontracting.com

Note: Unless specifically noted in the scope of work, all hazardous materials encountered during proposed work, are the sole responsibility of the building owner. Disclosure of electrical conduit location in roof system or directly under deck is sole responsibility of owner.

Conditions: This proposal includes only such items as specifically mentioned herein. Prices are subject to change without notice and are subject to acceptance within 30 days. All arrangements are contingent upon strikes, fires, accidents or other delays beyond our control.

Terms of Payments: On work started & completed within the calendar month, terms shall be net payable upon completion. Contracts that are carried month to month shall be payable as follows: On the 10th of each month, 90% of the value of all materials and labor furnished during the preceding month shall be due and payable and the balance upon completion of the contract. A finance charge of 1-1/2% per month will be due on all unpaid balances after 30 days. In the event of a failure to pay by the individual or entity signing this proposal, Merit Contracting, Inc. in addition to all other remedies available in law or equity, shall be entitled to recover all costs and attorney fees incurred in pursuing payment or collection for any work performed pursuant to this agreement.

Dated: _____

Accepted By: _____

Signature: _____

Respectfully submitted

By: _____

Merit Contracting, Inc.

1701 Miller Street
La Crosse, WI 54601



Phone: (608) 785-0901
Fax: (608) 782-1114

Roofing - Maintenance - Skylights - Wall Panels - Chimneys

Aug 11, 2020

ATTN: Brad Boice (507) 251-6612
City of Eyota
38 South Front Street
Eyota, MN 55934

RE: Re-roof Caboose on the corner of E. S Front Street and Center Ave. S with new black EPDM roofing.

1. Remove and dispose existing EPDM Roofing
2. Install reinforced termination strip at all angle changes.
3. Fully adhere black 60 mil EPDM membrane over existing decking.
4. Adhere membrane up walls, terminate with water block and termination bar.
5. Fabricate and install new prefinished 24 ga. counter flashing. **Color** _____.
6. Terminate membrane over outer edged with terminator bar painted black.
7. Re-flash existing stack penetration.
8. Seal all bolts going through rubber.
9. Provide a Ledegar Roofing 5-year workmanship warranty.
10. Include a 5-million-dollar liability policy.
11. Follow all OSHA requirements.

BID AMOUNT: Five thousand two hundred fifty dollars-----\$5,250

Notes: Proposal is valid for 30 days.

Payment terms: 10% non-refundable deposit down, and balance upon completion. 18% APR applied to late payment. Notes: Ledegar Roofing reserves the right to exercise its lien rights if payment terms are breached. Ledegar Roofing Company, Inc. cannot be held responsible and will be held harmless of any internal damage which may occur due to vibrations during re-roofing. Screws must penetrate the deck a min of 1". Ledegar Roofing Company, Inc. cannot be held responsible and will be held harmless of any damaged cause by this requirement. Proposal includes tax.

Acceptance of this proposal and terms by signing below

OWNER: _____ **DATE:** _____

This Proposal was prepared and submitted by Alex Koonce.

REQUEST FOR COUNCIL ACTION

MEETING
DATE: 9/10/20

AGENDA SECTION: Regular	ORIGINATING DEPT:	ITEM NO. 6.F
ITEM DESCRIPTION: 318 Washington Avenue SE - sewer fee reduction request		PREPARED BY: Marlis Knowlton

Request to waive some of the sewer fees due to high usage.
Gwenn Johnson, 318 Washington Avenue SE.

Water usage history:

2018	2019	2020	
2 September	1 January	3 January	
1 October	2 February	2 February	
2 November	2 March	1 March	
2 December	2 April	2 April	
	6 May	6 May	
	5 June	3 June	
	5 July	4 July	
	9 August	11 August	
	6 September		
	2 October		Average summer months = 5
	1 November		
	2 December		

August 2020 use was 11,000 gallons (\$140.36 total billing with \$75.35 sewer)

Sewer cost per 1,000 gallons = \$6.85

Council Action Requested:

Determine what, if any, sewer fees should be waived per homeowner's request.

COUNCIL ACTION: Motion by: _____ Second by: _____ to:

9-4-2020
318 Washington

Dear Eyota City Council -

I am writing to talk to you about our most recent City water & sewer bill.

Mark and I have been having pretty consistent bills the two years we have lived in our house on Washington Ave.

This month we had a considerable jump in our water usage - (from usually 4 to 11). It is just the two of us here so I know something had ^{to} resulted to make this jump.

last month, due to the hot month, we ~~needed~~^{needed} to put water into our pool. I put the hose into the pool to fill it and promptly forgot about it and went to town (Rochester) for the morning. So what happened was ~~to~~ our backyard got some unintended watering. (Fortunately the hose came out of the pool so it didn't overflow the pool.)

I am willing to pay for the water usage (it was mine to own) but I am asking you to forgive the ~~extra~~^{extra} sewage charges as it wasn't water going thru the sewage system.

You could review our past two years of water usage and see the "normal" water usage that we use and willingly pay the sewage charges for.

Respectfully,

- Glenn Johnson

218-395-0382

P.S. You can call me if you have any questions or comments.

I intended to run the hose for 15-20 mins.

REQUEST FOR COUNCIL ACTION

MEETING
DATE: 9/10/20

AGENDA SECTION: Regular Agenda	ORIGINATING DEPT: Council	ITEM NO. 6.G.
ITEM DESCRIPTION: Council Wages - proposed increase		PREPARED BY: Marlis Knowlton

Current compensation (was effective January 2015):

Mayor \$150 per regular meeting and \$100 per special meetings.

Council \$100 per regular meeting and \$75 per special meetings.

Mayor - \$3,600 annual salary - \$150 per meeting times 24 meetings a year.

Council - \$2,400 annual salary - \$100 per meeting times 24 meetings a year.

Special council meetings vary based on need, special meetings for specific time sensitive items or work meetings, such as a budget preparation work meeting.

Suggested: increase meeting pay by \$25:

Mayor \$175 regular and \$125 special meetings.

Council \$125 regular and \$100 special meetings.

The Mayor and Council members are currently paid as a council representative to attend other board meetings like Park or Planning. Paid: \$25 per meeting for Planning Commission and Park Board meetings, the same stipend as their appointed members. Economic Development Authority members currently do not receive compensation, per their request. The EDA's establishing resolution and bylaws state compensation is in the amount determined by the City Council; currently zero.

Council meeting wage increases are approved via ordinance; refer to Code of Ordinance, Title 3 Administration, Chapter 30 City Council, §30.03 Compensation. Raises cannot take effect until sometime after the "next succeeding municipal election". Next election is November 2020; wage increases could be effective the first Monday in January when the new terms of office begin, January 4, 2020.

If compensation to attend board meetings is also increased the following will need to be changed for:
Planning Commission – Code §150.01(B)(3) via ordinance and summary Ordinance for publication.
Park Board – via Resolution (previous #2014-29)
EDA would need to be asked if a change is recommended per the member's request.

If compensation is approved to be changed, the Planning Commission will need to include ordinance changes in up coming public hearings.

Council Action Requested:

Consider approval of wage increase and board meeting compensation as presented, authorize via Ordinances and Resolutions.

COUNCIL ACTION: Motion by: _____ Second by: _____ to:

REQUEST FOR COUNCIL ACTION

MEETING

DATE: 9/10/20

AGENDA SECTION: Regular	ORIGINATING DEPT:	ITEM NO. 6. H.
ITEM DESCRIPTION: Nuisance Property Status Update		PREPARED BY: Marlis Knowlton

Status of clean up on:
23 2 ST SW
250 Rena Belle ST SW
27 Park DR NW
23 Park DR NW
19 Park DR

Council Action Requested:

COUNCIL ACTION: Motion by: _____ Second by: _____ to:

REQUEST FOR COUNCIL ACTION

MEETING
DATE: 9/10/20

AGENDA SECTION: Regular Agenda	ORIGINATING DEPT: Finance	ITEM NO. 6.I.
ITEM DESCRIPTION: Accounts Payable		PREPARED BY: Renee Mierau

Request to approve the accounts payable in the amount of \$40,294.19

Council Action Requested:

Motion to approve the accounts payable \$40,294.19 as presented.

COUNCIL ACTION: Motion by: _____ Second by: _____ to:

Council Meeting September 11, 2020

Approval of Accounts Payable:

To be approved by Council	\$	35,748.74
Approved at Council meeting		
Council approval after checks written		
9/1/2020	\$	221.16
9/3/2020	\$	218.00
Payroll for Council Approval		
9/4/2020 Remittance checks	\$	1,423.63
9/4/2020 Electronic payments	\$	2,682.66

Total Accounts Payable: \$ 40,294.19

Total Accounts Payable	\$ 40,294.19
Additional Payable	
Additional Payable	
Total	\$ 40,294.19

FOR YOUR INFORMATION - ONLY

ARBOR GARDENS OPERATING ACCOUNT CHECKS SIGNED FOR PAYMENT

TOTAL \$ -

101 General Fund
210 Fire Department
220 EDA
221 EDA revolving loans
222 EDA EIF Loans
223 Rochester sales tax
230 Park & Rec
260 Tax Abatements
270 TIF
290 Gambling

Debt Service Funds
312 PIR – St Rdg Refunded
313 GO 2010 St Imp
314 PIR – 2006 Refunded
315 Debt Srvc GO 2015 ST
316 Debt Srvc GO 2016 ST
317 Debt Srvc GO 2018 ST
319 Debt Srvc GO FireHall
322 Debt Srvc Sr Housing

Construction Funds
400 PIR All Projects
410 Reserves
417 GO 2018A St Imp
418 GO 2018B FireHall

Enterprise Funds
601 Water
602 Sanitary Sewer
651 Storm Sewer
655 Arbor Gardens

Edit List of Invoices - Detail w/GL

Date: 09/04/2020

Time: 11:00 am

Page: 1

City of Eyota

Ref. No. Vendor No.	Vendor Name Vendor Address City State/Province Zip/Postal Email Address	Post Date Pay. Date Disc. Date Due Date Inv. Date	PO Number Req. No. Disc. % Invoice No.	Bank Hold? Sep. Ck.? 1099?	Invoice Description Line 2 Invoice Description Line 2 Use Description 1 On Check Hand Check Number/Date	Gross Amount Taxes Withheld Discount Net Amount
16442	CENTURY LINK PO BOX 2961 PHOENIX AZ 85062-2961 <Emailing Stub Disabled>	08/18/2020 09/11/2020 08/18/2020 08/18/2020 08/18/2020		EASTW N N N	DIRECTORY 8/18/20-9/17/20 N N 0 DIRECTORY 8/18/20-9/17/2	16.56 0.00 0.00 16.56

GL Number	Account Name	Pay Amount	Relieve Amount
101-41900-432.10	Telephone	16.56	0.00
Distribution Total		16.56	0.00
Vendor Total:			16.56

16453	CINTAS P.O. BOX 650838 DALLAS TX 75265-0838 <Emailing Stub Disabled>	08/31/2020 09/11/2020 08/31/2020 08/31/2020 08/31/2020		EASTW N N N	AUGUST 2020-MATS & UNIFORMS N N 0 AUGUST 2020-MATS & UNI	365.12 0.00 0.00 365.12
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GL Number	Account Name	Pay Amount	Relieve Amount
101-41900-422.30	Repairs/Maintenance Buildings	104.00	0.00
101-43100-441.70	Uniforms	117.50	0.00
230-45200-441.70	Uniforms	26.11	0.00
601-49400-441.70	Uniforms	78.34	0.00
602-49450-441.70	Uniforms	39.17	0.00
Distribution Total		365.12	0.00
Vendor Total:			365.12

16448	DECOOK EXCAVATING, INC. P.O. BOX 69 BYRON MN 55920 <Emailing Stub Disabled>	08/30/2020 09/11/2020 08/30/2020 08/30/2020 08/30/2020		EASTW N N N	PAY REQUEST #1-PARK DRIVE DRAINAGE IMPROVEMENTS N 0 PAY REQUEST #1-PARK D	31,632.63 0.00 0.00 31,632.63
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GL Number	Account Name	Pay Amount	Relieve Amount
101-43110-422.41	Seal Coating Expenses	33,297.50	0.00
101-00000-290.00	Retained Earnings	-1,664.87	0.00
Distribution Total		31,632.63	0.00
Vendor Total:			31,632.63

16445	GOPHER STATE ONE-CALL HANOVER MD 21076-1317 <Emailing Stub Disabled>	08/31/2020 09/11/2020 08/31/2020 08/31/2020 08/31/2020		EASTW N N N	AUGUST 2020-37 TICKETS N N 0 0080381	49.95 0.00 0.00 49.95
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GL Number	Account Name	Pay Amount	Relieve Amount
101-43100-431.30	Contracted Services	49.95	0.00
Distribution Total		49.95	0.00
Vendor Total:			49.95

16449	HAWKINS, INC. PO BOX 860263 MINNEAPOLIS MN 55486-0263 <Emailing Stub Disabled>	08/20/2020 09/11/2020 08/20/2020 08/20/2020 08/20/2020		EASTW N N N	2-150# CHLORINE CYLINDERS N N 0 4778443	20.00 0.00 0.00 20.00
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Edit List of Invoices - Detail w/GL

Date: 09/04/2020

Time: 11:00 am

Page: 2

City of Eyota

Ref. No.	Vendor Name	Post Date	Bank	Invoice Description Line 2	Gross Amount
Vendor No.	Vendor Address	Pay. Date	Hold?	Invoice Description Line 2	Taxes Withheld
	City	Disc. Date	Req. No.	Use Description 1 On Check	Discount
	State/Province Zip/Postal	Due Date	Disc. %	Hand Check Number/Date	Net Amount
	Email Address	Inv. Date	Invoice No.		

GL Number	Account Name	Pay Amount	Relieve Amount
601-49400-421.60	Chemicals & Chem Products	20.00	0.00
Distribution Total		20.00	0.00

Vendor Total: 20.00

16443	MARLIS K. KNOWLTON	09/04/2020		EASTW	2020 ELECTIONS-MILEAGE	
	2343 110TH AVENUE S.E.	09/11/2020		N	WATER & ICE-ELECTIONS	108.54
	EYOTA	09/04/2020		N	N	0.00
KNOWLTONM	MN 55934	09/04/2020	0.00	N	0	0.00
	<Emailing Stub Disabled>	09/04/2020	1/15/20-8/31/20			108.54

GL Number	Account Name	Pay Amount	Relieve Amount
101-41410-433.10	Travel/Training/Instruction	98.73	0.00
101-41410-443.00	Other Miscellaneous	9.81	0.00
Distribution Total		108.54	0.00

Vendor Total: 108.54

16446	LEAGUE OF MINNESOTA CITIES	09/04/2020		EASTW	MAYORS ASSOCIATION	
	145 UNIVERSITY AVE. W.	09/11/2020		N	MEMBERSHIP DUES	30.00
	ST. PAUL	09/04/2020		N	N	0.00
LEAGMNCITY	MN 55103-2044	09/04/2020	0.00	N	0	0.00
	<Emailing Stub Disabled>	09/04/2020	9/1/2020-8/31/2021			30.00

GL Number	Account Name	Pay Amount	Relieve Amount
101-41900-443.30	Dues & Subscriptions	30.00	0.00
Distribution Total		30.00	0.00

16447	LEAGUE OF MINNESOTA CITIES	09/04/2020		EASTW	LEAGUE OF MN CITIES	
	145 UNIVERSITY AVE. W.	09/11/2020		N	MEMBERSHIP DUES 2020-2021	2,272.00
	ST. PAUL	09/04/2020		N	N	0.00
LEAGMNCITY	MN 55103-2044	09/04/2020	0.00	N	0	0.00
	<Emailing Stub Disabled>	09/04/2020	326760			2,272.00

GL Number	Account Name	Pay Amount	Relieve Amount
101-41900-443.30	Dues & Subscriptions	2,272.00	0.00
Distribution Total		2,272.00	0.00

Vendor Total: 2,302.00

16440	MENARDS - ROCHESTER SOUTH	08/31/2020		EASTW	PROPANE CYLINDER,	
	3000 S. BROADWAY	09/11/2020		N	4" RIGID RUBBER CASTER	26.34
	ROCHESTER	08/31/2020		N	N	0.00
MENARDS	MN 55904-5598	08/31/2020	0.00	N	0	0.00
	<Emailing Stub Disabled>	08/31/2020	23036			26.34

GL Number	Account Name	Pay Amount	Relieve Amount
101-43100-421.50	Shop Supplies	26.34	0.00
Distribution Total		26.34	0.00

16441	MENARDS - ROCHESTER SOUTH	08/20/2020		EASTW	SHOP TOOLS, WSP BATHROOM	
	3000 S. BROADWAY	09/11/2020		N	REPAIR,	60.69
	ROCHESTER	08/20/2020		N	N	0.00
MENARDS	MN 55904-5598	08/20/2020	0.00	N	0	0.00
	<Emailing Stub Disabled>	08/20/2020	22513			60.69

GL Number	Account Name	Pay Amount	Relieve Amount
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Edit List of Invoices - Detail w/GL

Date: 09/04/2020

Time: 11:00 am

Page: 3

City of Eyota

Ref. No.	Vendor Name	Post Date	Bank	Invoice Description Line 2	Gross Amount
Vendor No.	Vendor Address	Pay. Date	Hold?	Invoice Description Line 2	Taxes Withheld
	City	Disc. Date	Req. No.	Use Description 1 On Check	Discount
	State/Province Zip/Postal	Due Date	Disc. %	Hand Check Number/Date	Net Amount
	Email Address	Inv. Date	Invoice No.		
	101-43100-424.00	Small Tools/Minor Equipment			23.96
	230-45200-422.30	Repairs/Maintenance Buildings			21.18
	230-45200-421.80	General Operating Supplies			15.55
	Distribution Total				60.69

Vendor Total: 87.03

16451	MINNESOTA ENERGY RESOURCI	09/01/2020		EASTW	AUGUST 2020-CITY HALL	
	PO BOX 3140	09/11/2020		N		18.00
	MILWAUKEE	09/01/2020		N	N	0.00
MNENERGY	WI 53201-3140	09/01/2020	0.00	N	0	0.00
	<Emailing Stub Disabled>	09/01/2020	AUGUST 2020-#050636569			18.00

GL Number	Account Name	Pay Amount	Relieve Amount
101-41900-438.30	Gas Utilities	18.00	0.00
Distribution Total		18.00	0.00

16452	MINNESOTA ENERGY RESOURCI	09/01/2020		EASTW	AUGUST 2020-FIRE HALL	
	PO BOX 3140	09/11/2020		N		45.00
	MILWAUKEE	09/01/2020		N	N	0.00
MNENERGY	WI 53201-3140	09/01/2020	0.00	N	0	0.00
	<Emailing Stub Disabled>	09/01/2020	AUGUST 2020-#050777532			45.00

GL Number	Account Name	Pay Amount	Relieve Amount
210-42200-438.30	Gas Utilities	45.00	0.00
Distribution Total		45.00	0.00

Vendor Total: 63.00

16439	NAPA AUTO PARTS	08/29/2020		EASTW	SEAT SAVER COVER	
	103 1 2 NW DIVISION ST	09/11/2020		N		189.00
	CHATFIELD	08/29/2020		N	N	0.00
NAPA CHAT	MN 55923	08/29/2020	0.00	N	0	0.00
	<Emailing Stub Disabled>	08/29/2020	773920			189.00

GL Number	Account Name	Pay Amount	Relieve Amount
101-43100-422.10	Repairs/Maintenance Equipment	189.00	0.00
Distribution Total		189.00	0.00

Vendor Total: 189.00

16455	NORTHLAND WINDOWS & DOOR	08/31/2020		EASTW	ARBOR GARDENS	
	22924 617TH ST.	09/11/2020		N		315.00
	MANTORVILLE	08/31/2020		N	N	0.00
NORTHLAND	MN 55955	08/31/2020	0.00	N	0	0.00
	<Emailing Stub Disabled>	08/31/2020	7362			315.00

GL Number	Account Name	Pay Amount	Relieve Amount
655-49995-422.30	Repairs/Maintenance Buildings	315.00	0.00
Distribution Total		315.00	0.00

Vendor Total: 315.00

16454	OLMSTED COUNTY FAMILY SUPP	08/25/2020		EASTW	ARBOR GARDENS	
	2117 CAMPUS DR SE	09/11/2020		N		102.15
	ROCHESTER	08/25/2020		N	N	0.00
OLMSTEDCT	MN 55904-4825	08/25/2020	0.00	N	0	0.00
	<Emailing Stub Disabled>	08/25/2020	CLAIM NUMBER #743987			102.15

Edit List of Invoices - Detail w/GL

Date: 09/04/2020

Time: 11:00 am

Page: 4

City of Eyota

Ref. No.	Vendor Name	Post Date	Bank	Invoice Description Line 2	Gross Amount
Vendor No.	Vendor Address	Pay. Date	Hold?	Invoice Description Line 2	Taxes Withheld
	City	Disc. Date	Req. No.	Use Description 1 On Check	Discount
	State/Province Zip/Postal	Due Date	Disc. %	Hand Check Number/Date	Net Amount
	Email Address	Inv. Date	Invoice No.		

GL Number	Account Name	Pay Amount	Relieve Amount
655-49995-443.00	Other Miscellaneous	102.15	0.00
Distribution Total		102.15	0.00

Vendor Total: 102.15

16450	RYAN SCHEEVEL	08/31/2020		EASTW	SUMMER MOVIES 2020-	
	1633 8TH AVE SE	09/11/2020		N	RENTAL CHARGES FOR BLU-RAY	41.33
	ROCHESTER	08/31/2020		N	N	0.00
SCHEEVEL/R	MN 55904	08/31/2020	0.00	N	0	0.00
	<Emailing Stub Disabled>	08/31/2020	8/31/2020			41.33

GL Number	Account Name	Pay Amount	Relieve Amount
230-45200-441.50	Other Equipment Rentals	41.33	0.00
Distribution Total		41.33	0.00

Vendor Total: 41.33

16444	ZEP MANUFACTURING CO.	08/27/2020		EASTW	PARKS-CLEANING SUPPLIES	
	13237 COLLECTIONS CENTER DF	09/11/2020		N		456.43
	CHICAGO	08/27/2020		N	N	0.00
ZEP	IL 60693-0132	08/27/2020	0.00	N	0	0.00
	<Emailing Stub Disabled>	08/27/2020	90085487621			456.43

GL Number	Account Name	Pay Amount	Relieve Amount
230-45200-421.80	General Operating Supplies	456.43	0.00
Distribution Total		456.43	0.00

Vendor Total: 456.43

Grand Total:		35,748.74
Less Credit Memos:		0.00
Net Total:		35,748.74
Less Hand Check Total:		0.00
Outstanding Invoice Total:		35,748.74

Total Invoices: 17

Edit List of Invoices - Detail w/GL

Date: 09/01/2020

Time: 8:41 am

Page: 1

City of Eyota

Ref. No.	Vendor Name	Post Date	Bank	Invoice Description Line 2	Gross Amount
Vendor No.	Vendor Address	Pay. Date	Hold?	Invoice Description Line 2	Taxes Withheld
	City	Disc. Date	Req. No.	Use Description 1 On Check	Discount
	State/Province Zip/Postal	Due Date	Disc. %	Hand Check Number/Date	Net Amount
	Email Address	Inv. Date	Invoice No.		
	U.S. POSTMASTER	09/01/2020	EASTW	AUGUST 2020 UB POSTAGE	221.16
		09/01/2020	N		0.00
16433	EYOTA	09/01/2020	N	N	0.00
POSTMASTEI	MN 55934	09/01/2020	0.00	N 0	0.00
	<Emailing Stub Disabled>	09/01/2020	AUGUST 2020 UB POSTAG		221.16

GL Number	Account Name	Pay Amount	Relieve Amount
601-49400-432.20	Postage	110.58	0.00
602-49450-432.20	Postage	110.58	0.00
Distribution Total		221.16	0.00

Vendor Total: 221.16

Grand Total:	221.16
Less Credit Memos:	0.00
Net Total:	221.16
Less Hand Check Total:	0.00
Outstanding Invoice Total:	221.16

Total Invoices: 1

Edit List of Invoices - Detail w/GL

Date: 09/03/2020

Time: 1:26 pm

Page: 1

City of Eyota

Ref. No.	Vendor Name	Post Date	Bank	Invoice Description Line 2	Gross Amount
Vendor No.	Vendor Address	Pay. Date	Hold?	Invoice Description Line 2	Taxes Withheld
	City	Disc. Date	Req. No.	Use Description 1 On Check	Discount
	State/Province Zip/Postal	Due Date	Disc. %	Hand Check Number/Date	Net Amount
	Email Address	Inv. Date	Invoice No.		
	LOGAN CLARK	09/03/2020	EASTW	FARMERS MARKET 9/1/2020	
	8203 54TH ST SE	09/03/2020	N	\$13 EBT, \$6 MB	37.00
16434	EYOTA	09/03/2020	N	N	0.00
CLARKLOGAI	MN 55934	09/03/2020	0.00	N	0
	<Emailing Stub Disabled>	09/03/2020		FARMERS MARKET 9/1/2020	37.00

GL Number	Account Name	Pay Amount	Relieve Amount
220-00000-208.30	DUE TO FM VENDORS	37.00	0.00
	Distribution Total	37.00	0.00
		Vendor Total:	37.00

	KAREN LOEDING	09/03/2020	EASTW	FARMERS MARKET 9/1/2020	
	1329 80 AVENUE NE	09/03/2020	N	\$4 EBT, \$23 MB	83.00
16438	EYOTA	09/03/2020	N	N	0.00
LOEDING	MN 55934	09/03/2020	0.00	N	0
	<Emailing Stub Disabled>	09/03/2020		FARMERS MARKET 9/1/2020	83.00

GL Number	Account Name	Pay Amount	Relieve Amount
220-00000-208.30	DUE TO FM VENDORS	83.00	0.00
	Distribution Total	83.00	0.00
		Vendor Total:	83.00

	DARREL MULHOLLAND	09/03/2020	EASTW	FARMERS MARKET 9/1/2020	
	11001 VIOLA RD NE	09/03/2020	N	\$2EBT, \$3 MB	37.00
16435	EYOTA	09/03/2020	N	N	0.00
DARREL MUL	MN 55934	09/03/2020	0.00	N	0
	<Emailing Stub Disabled>	09/03/2020		FARMERS MARKET 9/1/2020	37.00

GL Number	Account Name	Pay Amount	Relieve Amount
220-00000-208.30	DUE TO FM VENDORS	37.00	0.00
	Distribution Total	37.00	0.00
		Vendor Total:	37.00

	BELLA & ROSE ROBINSON	09/03/2020	EASTW	FARMERS MARKET 9/1/2020	
	742 MADISON AVE SW	09/03/2020	N		8.00
16436	EYOTA	09/03/2020	N	N	0.00
ROBINSON	MN 55934	09/03/2020	0.00	N	0
	<Emailing Stub Disabled>	09/03/2020		FARMERS MARKET 9/1/2020	8.00

GL Number	Account Name	Pay Amount	Relieve Amount
220-00000-208.30	DUE TO FM VENDORS	8.00	0.00
	Distribution Total	8.00	0.00
		Vendor Total:	8.00

	LOIS SMOLTZ	09/03/2020	EASTW	FARMERS MARKET 9/1/2020	
	1566 ST CHARLES AVE	09/03/2020	N	\$8 EBT, \$15 MB	53.00
16437	ST. CHARLES	09/03/2020	N	N	0.00
LOIS SMOLT	MN 55972	09/03/2020	0.00	N	0
	<Emailing Stub Disabled>	09/03/2020		FARMERS MARKET 9/1/2020	53.00

GL Number	Account Name	Pay Amount	Relieve Amount
220-00000-208.30	DUE TO FM VENDORS	53.00	0.00
	Distribution Total	53.00	0.00

Edit List of Invoices - Detail w/GL

Date: 09/03/2020

Time: 1:26 pm

Page: 2

City of Eyota

Ref. No.	Vendor Name	Post Date	PO Number	Bank Hold?	Invoice Description Line 2	Gross Amount
Vendor No.	Vendor Address	Pay. Date	Req. No.	Sep. Ck.?	Invoice Description Line 2	Taxes Withheld
	City	Disc. Date	Disc. %	1099?	Use Description 1 On Check	Discount
	State/Province Zip/Postal	Due Date	Invoice No.		Hand Check Number/Date	Net Amount
	Email Address	Inv. Date				

Vendor Total: 53.00

Grand Total: 218.00

Less Credit Memos: 0.00

Net Total: 218.00

Less Hand Check Total: 0.00

Outstanding Invoice Total: 218.00

Total Invoices: 5

Check Register Report

8/17/2020-8/30/2020

Emp. Code Desc.:
City Of Eyota

Date: 8/31/2020
Time: 13:57:26

Check No.	Check Date	Recon.Date	Status	Employee ID	Pay To	Check Description	Amount
25743	09/04/2020		P	PER	PERA	Remittance Check	\$1,399.63
25744	09/04/2020		P	NCP	NCPERS MINNESOTA-456	Remittance Check	\$24.00

Total Checks: 2

Sub-Total: \$1,423.63
Total Void/Stop Payment: \$0.00
Grand Total: \$1,423.63

Electronically paid \$2682.66 - 9/4/2020 P.R.