

CITY OF EYOTA  
CITY COUNCIL MINUTES  
OCTOBER 12, 2017

Members Present: Tyrel Clark, Tony Nelson and Ray Schuchard

Members Absent: Bryan Cornell and Kurt Holst

Staff Present: Brad Boice, Public Works Supervisor; Justin Wendt, Fire Department Assistant Chief; Community Officer Deputy McFarlen; Daren Sikkink, WHKS & Co. and Marlis Knowlton, Clerk/Treasurer

**Call to Order:** Mayor Clark called the meeting to order at 7:00 p.m. with the Pledge of Allegiance.

**Approve Agenda:** Motion was made by Nelson and seconded by Schuchard to approve the agenda with the addition of a Community Officer Report after 5.A. Ayes 3, Nays 0. Motion carried.

**Consent Agenda:** Schuchard requested consent agenda item 4.B be pulled and voted on separately. Motion was made by Schuchard and seconded by Nelson to approve the consent agenda items 4.A and 4.C as presented; without item 4.B. Ayes 3, Nays 0. Motion carried.

4.A. Minutes of the September 28, 2017 regular Council meeting approved

4.C. Marlis Knowlton attend training November 2, Leadership & Management Skills for Women, hosted by Career Track, in Rochester, cost \$199 plus mileage.

Item 4.B Little Eagles Childcare Center Conditional Use Permit Resolution #2017-32 RESOLUTION APPROVING A CONDITIONAL USE PERMIT FOR LITTLE EAGLES DAYCARE CENTER. Motion was made by Nelson and seconded by Clark to approve Resolution #2017-32. Discussion: Schuchard stated he is opposed to this because there is nothing to protect the neighbors if this property is zoned commercial at a later date. Nelson and Clark voted in favor. Schuchard opposed. Ayes 2, Nays 1. Motion carried. See "Exhibit 4.B"

**REPORTS:**

**Fire Department:** Wendt reported there is a verbal offer to purchase Engine 5 for \$5,000. There is still a reserve on it of \$7,500 if auctioned. The front brakes may now need maintenance. Council Consensus: sell it for \$5,000 if the Eyota Township agrees.

**Community Officer:** Deputy McFarlen recapped the recent calls. McFarlen did install a temporary radar speed sign on Knowledge Road SW; it will be moved around town to monitor traffic.

**Park Board:** Clark reported on: the Summer Rec Program wrap up survey results were very favorable, Public Works maintenance items, the skate park concrete extension is completed and dugouts at Freedom Park have been installed.

**Pool/Splash Pad Committee Creation:** Chrissy Andring and Kasondra Allen addressed the Council and confirmed there are about fifteen people committed to forming a committee.

The group that met is concentrating on a pool, not a splash pad. They are considering stepping back and asking the community what the needs are; maybe an indoor pool with additional recreational spaces. The Council agreed this should be an advisory committee that reports to the Park Board monthly, and then the Park Board will report to the Council. Council Consensus: this advisory group should have a minimum of ten members. The next steps will be for them to create finding of facts; and for the City to establish goals and guidelines for the committee.

Bush Park Eagle Scout Rope Course Project: Scout Marcus Uthke explained his low rope course plans. Council agreed on final details. Depending on the weather he may start this fall or wait until spring. Motion was made by Nelson and seconded by Schuchard to approve the project with the City paying up to \$1,200. Ayes 3, Nays 0. Motion carried.

Downtown Event Pavilion: Clark presented a proposal for a Downtown Event Pavilion. The Eyota Days Committee has been discussing a pavilion (versus renting a tent) for years. The American Legion is not interested in being a partner in a project of this type. Clark suggested the structure would be built inside Sunset Square Park and paid for using the Rochester half percent sales tax money and an Eyota Days donation. Clark's goal is to build next spring and have it ready for use for the 2018 Eyota Days celebration. The Park Board is in favor of this proposed project. As a starting point, a concept drawing and bid was obtained from Chatfield Lumber for a 40x80x12 roof type structure, \$85,000. This does not include anything else: side walls, concrete, utilities, etc. Council Consensus: go ahead and form a task force to make construction recommendations to the Park Board and Council. Suggested: Kathy Gust, Ron Stahl, Kim Horn, Connie Meiners and neighbors. See "Exhibit 5"

Grant Opportunity: Clark suggested, and Council agreed, to submit a letter of intent for a grant opportunity to continue the pedestrian trail along Second Street SW.

Public Works: Brad Boice gave the Council an update on recent projects and general public works activities. Also reported by Boice:

Well House Sinking Floor and Wall Repair: The northeast corner of the east section of the well house is sinking. Boice has researched repair options and is recommending American Water Works. Motion was made by Nelson and seconded by Schuchard to approve American Waterworks stabilize and level the well house floor for the bid price of \$8,721.00. Ayes 3, Nays 0. Motion carried.

Well House Ceiling Repair: The well house ceiling is in need of repairs. Boice recommended repair options that could be done after the floor and wall repairs have been completed; materials estimated at \$1,035.

Motion was made by Schuchard and seconded by Nelson to approve ceiling repairs to be done as recommended. Ayes 3, Nays 0. Motion carried.

West Side Park Pavilion Repairs: Boice also recommended American Waterworks level the concrete patio areas in the pavilion.

Motion was made by Nelson and seconded by Schuchard to approve American Waterworks fix the pavilion concrete for the bid price of \$1,200.00. Ayes 3, Nays 0. Motion carried.

Excess Items That Could be Sold: Excess, unused items were discussed. Water heater from obtained residential property should be just disposed of and not sold. Motion was made by Nelson and seconded by Schuchard to sell the bulk oil containers for the offered \$75 and sell the parts washer on Craigslist for \$50. Ayes 3, Nays 0. Motion carried.

Caboose: It was Vince and Shirley McConnell's personal railroad sign that was mounted on the side of the caboose. The signs have now been replaced with new painted ones; along with replaced doors and a couple windows. McConnells refused to take back their original sign and requested the sign be kept by the City; thank you to the McConnells. They would also like to decorate the caboose for Christmas; the Council agreed that would be very nice.

Clerks Report: none

### REGULAR AGENDA ITEMS:

2018 Street & Utility Improvements Project Planning: City Engineer Sikkink explained the project areas that are included in the preliminary feasibility report.

AREA 1: Phase 3 to replace the watermains in the original part of town:

South Front Street SW from Franklin to Madison Avenue; includes a sidewalk on the south side.

4<sup>th</sup> Street SW from Center Avenue S to Madison Avenue SW

Franklin Avenue from the alley between 3<sup>rd</sup> and 4<sup>th</sup> Street to 5<sup>th</sup> Street SW

Lafayette Avenue from the alley between 3<sup>rd</sup> and 4<sup>th</sup> Street to 5<sup>th</sup> Street SW

AREA 2: 5th Street SW from Madison Avenue to Jefferson Avenue SW; south side only

AREA 3: Jefferson Avenue from Madison Avenue SW to Knowledge Road SW

Glen Street SW from Donna Court to Jefferson Avenue SW; sub-drains only.

AREA 4: The alley north of 2<sup>nd</sup> Street SW between Lafayette Avenue SW and Center Avenue S, behind the car wash.

AREA 5: Park Drive NW -- North Front Street NE east of Center Avenue N, by County maintenance building -- Lafayette Avenue SW between 5th Street and 6th Street SW.

Each area's specific details were discussed.

AREA 1: Assessments on 41 ½ lots are \$7,800. Double lots will be based on square footage.

AREA 2: There will only be six parcels on 5<sup>th</sup> Street SW with assessments of \$6,850. The street can not be lowered to eliminate all the problems. The property owners will be the ones to decide if they are willing to pay the assessment amount for this improvement.

AREA 3: These assessments were calculated at \$2,450 per lot and there are 27 lots. There will be no double lots because there is only one service being provided, there will only be one assessment. It was also discussed that there may be the need to add a second drain tile across the school property as previously proposed.

AREA 5: Paving of North Front Street NE, Olmsted County specifically requested that the paving be delayed because they may be installing utilities in the street during proposed improvements. Those plans have not been finalized and will not be before the city project is completed.

Motion was made by Nelson and seconded by Schuchard to eliminate paving North Front Street NE from the 2018 Improvement Project. Ayes 3, Nays 0. Motion carried.

The next step is to hold public hearings for all the areas that include assessments. It was agreed that the proposed November 15 date will work for the first public hearing.

Motion was made by Nelson and seconded by Schuchard to approve the 2018 project schedule and feasibility report as presented. Ayes 3, Nays 0. Motion carried.

Motion was made by Nelson and seconded by Schuchard to call for the initial project public hearing on November 15, at the Ambulance facility, via RESOLUTION #2017-33, RESOLUTION RECEIVING PRELIMINARY REPORT AND CALLING PUBLIC HEARING ON 2018 STREET & UTILITY IMPROVEMENTS. Ayes 3, Nays 0. Motion carried.

Motion was made by Nelson and seconded by Schuchard to approve entering into the 2018 projects Professional Services Agreement with WHKS & Co. for a lump sum amount of \$155,000 and estimated hourly fees of \$118,000. Ayes 3, Nays 0. Motion carried.

**Hiawatha Broadband Communications Lease Amendment:** HBC is requesting to remove outdated equipment and put up additional equipment on the water tower to better serve area customers. This will include a request to amend the tower lease description of equipment to list the correct equipment on the tower.

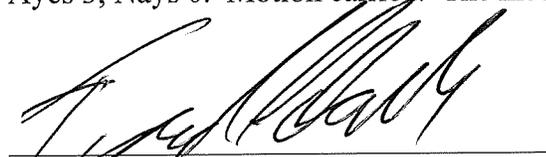
Motion was made by Nelson and seconded by Schuchard to approve amending Exhibit A, Description of Equipment in the Tower Lease Agreement with HBC as presented. Ayes 3, Nays 0. Motion carried.

**Tax Forfeited Land Purchase Consideration 22 Park Drive NW:** A vacant lot in the trailer park, 22 Park Drive NW, has gone in to tax forfeiture and will be going on auction, listed for \$4,800. The City has the option to purchase tax forfeiture parcels outright. The City has until mid-November to inform the County to remove the parcel from the auction if the City is interested in purchasing it at no cost (at least \$250 in fees) to be used for a statutorily recognized public use, including: roads or right-of-ways, a park, trails, transit facilities, public parking, civic recreational facilities or public service facilities. Council requested more time to think about this and to put discussion on the next agenda.

**Accounts Payable:** Motion was made by Nelson and seconded by Schuchard to approve the accounts payable total in the amount of \$52,539.18 as presented. Ayes 3, Nays 0. Motion carried. See "Exhibit 6.D"

**Other Business:** None

**Adjourn:** Motion was made by Nelson and seconded by Schuchard to adjourn the meeting. Ayes 3, Nays 0. Motion carried. The meeting was declared adjourned at 8:26 p.m.

  
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Tyrel Clark  
Mayor

  
\_\_\_\_\_  
Marlis Knowlton  
Clerk/Treasurer

**RESOLUTION #2017-32  
CITY OF EYOTA**

**“RESOLUTION APPROVING A CONDITIONAL USE PERMIT FOR LITTLE  
EAGLES DAYCARE CENTER”**

**WHEREAS**, the applicant Little Eagles Daycare Center is seeking a Conditional Use Permit to build a child care facility located on the one acre in the southeast corner of the Eyota Second Street Wetlands parcel, and

**WHEREAS**, the Planning Commission conducted a public hearing on September 27, 2017 and received public input regarding the proposed conditional use permit, and

**WHEREAS**, all required notices regarding the public hearing were properly made, and

**WHEREAS**, the legal description of this one acre is: That part of the Northwest Quarter of Section 14, Township 106 North, Range 12 West, Olmsted County, Minnesota, more particularly described as follows:

Commencing at the intersection of the Northerly right of way line of West Second Street and the Westerly right of way line of Everett Avenue; thence North 73 Degrees 44 Minutes 31 Seconds West, (Note: All bearings are in relationship with the Olmsted county Coordinate System NAD '83, Adjusted 1996), along the Northerly right of way line of West Second Street, for a distance of 100.00 feet to the Point of Beginning; thence North 16 degrees 40 minutes 02 seconds East, being parallel with the Westerly right of way line of Everett Avenue, for a distance of 150.00 feet; thence North 73 degrees 44 minutes 31 seconds West, for a distance of 290.60 feet; thence South 16 degrees 40 minutes 02 Seconds West, for a distance of 150.00 feet, to a point on said Northerly right of way line; thence South 73 degrees 44 minutes 31 seconds East, along said Northerly right of way line, for a distance of 290.60 feet of the Point of beginning.

**WHEREAS**, the property (one acre) is zoned R-2 (High Density Residential); and

**WHEREAS**, the site has a land use of High Density Residential; and

**WHEREAS**, the site is adjacent to an apartment complex to the east, and City owned wetland area north and west of the site; and

**WHEREAS**, the Council approved the following findings:

- a) The City Economic Development Authority and City Council has reviewed the proposed Little Eagle Childcare Center business plan and has authorized financial support (TIF, Abatement, Subsidy) in support of this business adventure.
- b) Conditions placed in this CUP will protect the health, safety & general welfare of the community and neighbors use and enjoyment of property and their property values.

"Exhibit 4.B"

- c) The purpose of the high density residential zone is to restrict and allow for development of land for uses with residential nature versus commercial or agricultural.
- d) There are no potential public health implications.
- e) The proposed use is consistent with the City's Comprehensive Land Use Plan.
- f) Ingress and egress is provided off Second Street SW, a local road off of Highway 42, where few traffic conflicts are present.
- g) The site has access to city sewer and water service.
- h) The building and/or business will not create excessive additional requirements at public cost for public facilities or services.
- i) The building will be compatible with the adjacent zoning and uses: a high density residential zone with an apartment building and an agricultural zoned wetland area.
- j) The construction will conform to standards of the zoning ordinance and building codes.

**BE IT RESOLVED**, by the Common Council of the City of Eyota, Minnesota to approve the Conditional Use Permit for a child care facility at this said location, allowing for the construction of one building, proposed driveways and parking areas as indicated in the site plan, with the following conditions:

1. The Fire Departments Knox Box (lock box) is required to be installed on the building.
2. A pedestrian path will be required to be at least graded on the west and north lot lines and a pedestrian path easement will be granted.
3. All requirements cited by the City Engineer will be made.

PASSED AND ADOPTED BY THE COMMON COUNCIL OF THE CITY OF EYOTA, MINNESOTA, THIS 12<sup>th</sup> DAY OF OCTOBER, 2017.

EYOTA CITY COUNCIL

\_\_\_\_\_  
Tyrel Clark, Mayor

ATTEST:

\_\_\_\_\_  
Marlis Knowlton, Clerk/Treasurer

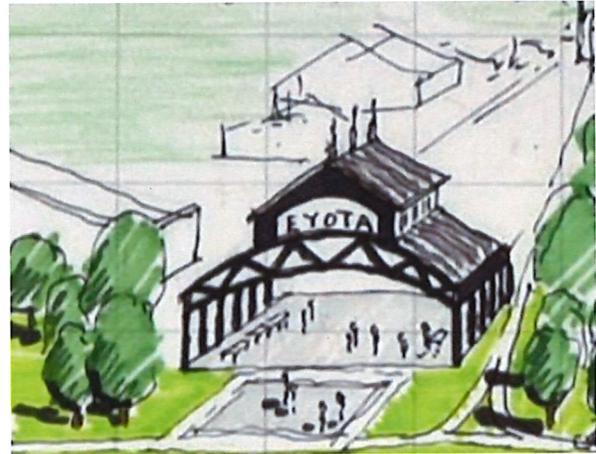
# Downtown Eyota Event Pavilion

1

Create a new large pavilion space that could be used for public events like Eyota Days, Eyota Farmers Market, car shows, and private events like weddings or fundraisers. There could be the possibility of a winter ice skating rink.

## Partners and stake holders:

- Eyota Days
- American Legion
- Eyota Farmers Market
- Park Board
- EDA
- Community Stake Holders
- City Council



## Minnesota Design Team:

- Eagles Nest Community Center
- Multi-Purpose Train Shed
- West End Cap for Downtown Eyota
- Modular: Future Bathrooms/Community Center



## Eyota Days:

- Replaces Large Tent
- Connect activities throughout town with addition of train
- Paved Parking Lot
- Having Pavilion in unused space would allow more overall space

## Eyota Farmers Market:

- Permanent or Backup Location for weather events

## Legion:

- Coordinate events and work together
- Create space that could be used for events that need both locations (wedding outside, reception inside)

"Exhibit 5"

# Downtown Eyota Event Pavilion

2

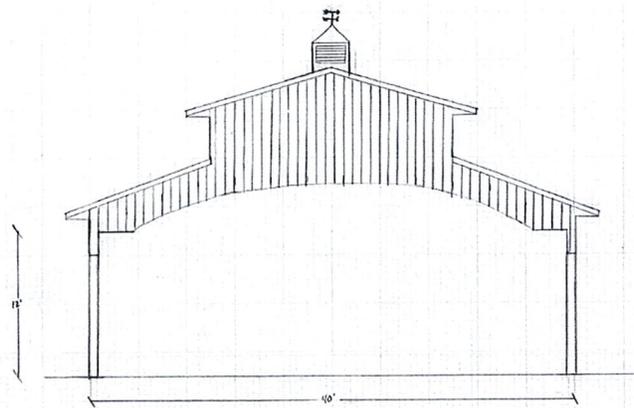
## Location:

- Sunset Park
- Adjacent to new trail



## Building:

- Initial design Chris at Chatfield Lumber
- Kept train shed design
- Current:
  - Steel Pavilion 40 feet by 80 feet with 12 foot walls
  - 3 Cupolas
  - Perforated ceiling for sound
- Changes:
  - Size?
  - Ceiling?
  - Windows in top part?
  - Doors? Hanger Doors?
  - Large Bifold Doors?
- Cost:
  - 85K as designed now without any additions.
  - Floor (concrete)
  - Electric
  - Plumbing (if needed)
  - Additional Engineering
- Placement within Sunset Park?
- Design elements for the surrounding area... trees, community garden, and other design team ideas.



# Downtown Eyota Event Pavilion

3

## **Funding:**

Half Percent Sales Tax could be available given City Council support with EDA recommendation due to this area being within the Economic Development District. This is around 150K. Grants available? Any other resources?

## **Where to go from here?**

- Eyota Park Board and City Council approval
- Task force that would work out design details and bring updated draft to park board meeting which would then send to City Council.
- Would really like to have this ready for bidding in next couple of months and in place for 2018 Eyota Days (July).

# Council Meeting October 12, 2017

## Approval of Accounts Payable:

To be approved by Council		\$	45,472.94
Council approval after checks written	9/25/2017	\$	1,335.60
Council approval after checks written	9/26/2017	\$	375.00
Council approval after checks written	9/29/2017	\$	1,118.53
Payroll for Council Approval			
10/6/2017 Remittance checks		\$	1,981.15
10/6/2017 Taxes paid electronically		\$	2,255.96
Remittance checks		\$	-
Taxes paid electronically		\$	-
Total Accounts Payable:		\$	<u>52,539.18</u>

<b>Total Accounts Payable</b>	<b>\$</b>	<b>52,539.18</b>
Additional Payable	\$	-
Additional Payable	\$	-
<b>Total</b>	<b>\$</b>	<b>52,539.18</b>

### FOR YOUR INFORMATION - ONLY

### ARBOR GARDENS OPERATING ACCOUNT CHECKS SIGNED FOR PAYMENT

	9/28/2017	\$	45,413.56
		\$	-
		\$	-
<b>TOTAL</b>		\$	<u>45,413.56</u>

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

*Debt Service Funds*  
 307 Taxable 2007 note  
 312 PIR – St Rdg Refunded  
 313 GO 2010 St Imp  
 314 PIR – 2006 Refunded  
 315 Debt Service GO 2015  
 316 Debt Service GO 2016  
 322 Senior Housing (2nd)

*Construction Funds*  
 400 PIR All Projects  
 410 Reserves  
 415 GO 2015A St Imp  
 416 GO 2016A St Imp

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

"Exhibit 6.D"

**Edit List of Invoices - Detail w/GL**

Date: 10/09/2017

Time: 1:09 pm

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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
13476 CEDA	CEDA PO BOX 483 CHATFIELD MN 55923 <Emailing Stub Disabled>	09/30/2017 10/13/2017 09/30/2017 09/30/2017 09/30/2017		EASTW N N N	4TH QTR 2017 EDA SUPPORT	8,484.50 0.00 0.00 8,484.50

GL Number	Account Name	Pay Amount	Relieve Amount
220-46500-431.30	Contracted Services	8,484.50	0.00
Distribution Total		8,484.50	0.00
Vendor Total:			8,484.50

13475 CENLINK	CENTURY LINK PO BOX 2961 PHOENIX AZ 85062-2961 <Emailing Stub Disabled>	09/18/2017 10/13/2017 09/18/2017 09/18/2017 09/18/2017		EASTW N N N	OCT DIRECTORY	10.99 0.00 0.00 10.99
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GL Number	Account Name	Pay Amount	Relieve Amount
101-41900-432.10	Telephone	10.99	0.00
Distribution Total		10.99	0.00
Vendor Total:			10.99

13477 CLARK,T	TYREL CLARK 129 SANDSTONE DR NW EYOTA MN 55934 <Emailing Stub Disabled>	09/30/2017 10/13/2017 09/30/2017 09/30/2017 09/30/2017		EASTW N N N	SEPT FACEBOOK ADS	18.11 0.00 0.00 18.11
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GL Number	Account Name	Pay Amount	Relieve Amount
220-46600-434.30	Advertising/Promotions	13.11	0.00
101-41900-435.10	Legal Notices Publishing	5.00	0.00
Distribution Total		18.11	0.00
Vendor Total:			18.11

13478 CMS	CONSTRUCTION MANAGEMENT : 1700 N BROADWAY, SUITE 128 ROCHESTER MN 55906 <Emailing Stub Disabled>	09/30/2017 10/13/2017 09/30/2017 09/30/2017 09/30/2017		EASTW N N N	SEPT BLD CODE INSPECTIONS	1,122.95 0.00 0.00 1,122.95
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GL Number	Account Name	Pay Amount	Relieve Amount
101-41910-431.50	Zoning Expenses	1,122.95	0.00
Distribution Total		1,122.95	0.00
Vendor Total:			1,122.95

13479 CRW ARCHIT	CRW ARCHITECTURE + DESIGN : 211 11TH AVE NW ROCHESTER MN 55901 <Emailing Stub Disabled>	09/27/2017 10/13/2017 09/27/2017 09/27/2017 09/27/2017		EASTW N N N	EYOTA FIRE STATION PROPOSAL INVESTIGATION	3,100.00 0.00 0.00 3,100.00
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GL Number	Account Name	Pay Amount	Relieve Amount
210-42200-452.00	Capital Outlay Buildings	3,100.00	0.00
Distribution Total		3,100.00	0.00

**Edit List of Invoices - Detail w/GL**

Date: 10/09/2017

Time: 1:09 pm

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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	Sep. Ck.?	Use Description 1 On Check	Discount
	State/Province Zip/Postal	Due Date	1099?	Hand Check Number/Date	Net Amount
	Email Address	Inv. Date	Invoice No.		

Vendor Total: 3,100.00

13480	EYOTA FIRE RELIEF ASSOCIATIO	09/28/2017	EASTW	2017 STATE AID &	
		10/13/2017	N	SUPPLIMENTAL AID	21,554.77
		09/28/2017	N	N	0.00
EYOTAFIRER		09/28/2017	0.00	N	0
	<Emailing Stub Disabled>	09/28/2017	2017 FIRE DEPT AID		21,554.77

GL Number	Account Name	Pay Amount	Relieve Amount
210-42200-443.80	Misc. - State Aid Reimbursmt	4,199.48	0.00
210-42200-443.80	Misc. - State Aid Reimbursmt	17,355.29	0.00
Distribution Total		21,554.77	0.00

13499	EYOTA FIRE RELIEF ASSOCIATIO	09/28/2017	EASTW	CITY CONTRIBUTION OF	
		10/13/2017	N	\$175 / 28 FF RETIREMENT FUND	4,900.00
		09/28/2017	N	N	0.00
EYOTAFIRER		09/28/2017	0.00	N	0
	<Emailing Stub Disabled>	09/28/2017	2017 ANNUAL CONTRIBUT		4,900.00

GL Number	Account Name	Pay Amount	Relieve Amount
210-42200-491.00	Relief Assoc. Contribution	4,900.00	0.00
Distribution Total		4,900.00	0.00

Vendor Total: 26,454.77

13481	GOPHER STATE ONE-CALL	09/30/2017	EASTW	SEPT 2017 LOCATES - 40	
		10/13/2017	N		54.00
	HANOVER	09/30/2017	N	N	0.00
GOPHER	MD 21076-1317	09/30/2017	0.00	N	0
	<Emailing Stub Disabled>	09/30/2017	7090361		54.00

GL Number	Account Name	Pay Amount	Relieve Amount
101-43100-431.30	Contracted Services	54.00	0.00
Distribution Total		54.00	0.00

Vendor Total: 54.00

13482	HACH COMPANY	09/26/2017	EASTW	CHLORINE & FLUORIDE	
	2207 COLLECTIONS CENTER DRI	10/13/2017	N		150.87
	CHICAGO	09/26/2017	N	N	0.00
HACH	IL 60693	09/26/2017	0.00	N	0
	<Emailing Stub Disabled>	09/26/2017	10649701		150.87

GL Number	Account Name	Pay Amount	Relieve Amount
601-49400-421.60	Chemicals & Chem Products	150.87	0.00
Distribution Total		150.87	0.00

Vendor Total: 150.87

13496	HIAWATHA BROADBAND COM. IN	10/02/2017	EASTW	OCT 2017 PHONE & INTERNET	
	58 JOHNSON STREET	10/13/2017	N		101.78
	WINONA	10/02/2017	N	N	0.00
HBC	MN 55987	10/02/2017	0.00	N	0
	<Emailing Stub Disabled>	10/02/2017	10-2017 STMT		101.78

GL Number	Account Name	Pay Amount	Relieve Amount
210-42200-432.10	Telephone	18.42	0.00
210-42200-432.19	township portion of 432.10	18.41	0.00
210-42200-430.90	Computer/Software Expense	32.48	0.00

**Edit List of Invoices - Detail w/GL**

Date: 10/09/2017

Time: 1:09 pm

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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.		

210-42200-430.99	township portion of 430.90				32.47	0.00
<b>Distribution Total</b>					<b>101.78</b>	<b>0.00</b>
<b>Vendor Total:</b>					<b>101.78</b>	

13483	MENARDS - ROCHESTER SOUTH	09/26/2017		EASTW	CO ALARM; SHELVES-C.H.	96.97
	3000 S. BROADWAY	10/13/2017		N	PAINT BRUSH; PAINT	0.00
	ROCHESTER	09/26/2017		N	N	0.00
MENARDS	MN 55904-5598	09/26/2017	0.00	N	0	0.00
	<Emailing Stub Disabled>	09/26/2017	58474			96.97

GL Number	Account Name	Pay Amount	Relieve Amount
101-43100-421.80	General Operating Supplies	39.79	0.00
230-45200-421.80	General Operating Supplies	7.70	0.00
101-41900-422.30	Repairs/Maintenance Buildings	24.99	0.00
210-42200-422.30	Repairs/Maintenance Buildings	24.99	0.00
601-49400-422.30	Repairs/Maintenance Buildings	24.99	0.00
101-41900-420.00	Office Supplies	35.96	0.00
101-43100-421.80	General Operating Supplies	-61.45	0.00
<b>Distribution Total</b>		<b>96.97</b>	<b>0.00</b>

13484	MENARDS - ROCHESTER SOUTH	09/21/2017		EASTW	EDGING FOR F.PARK SIGN;	98.94
	3000 S. BROADWAY	10/13/2017		N	LANDSCAPE FAB FOR BUSH'S PA	0.00
	ROCHESTER	09/21/2017		N	N	0.00
MENARDS	MN 55904-5598	09/21/2017	0.00	N	0	0.00
	<Emailing Stub Disabled>	09/21/2017	58126			98.94

GL Number	Account Name	Pay Amount	Relieve Amount
230-45200-422.50	Landscaping and Signs	79.96	0.00
230-45200-422.50	Landscaping and Signs	18.98	0.00
<b>Distribution Total</b>		<b>98.94</b>	<b>0.00</b>

Vendor Total: 195.91

13485	MILESTONE MATERIALS	09/27/2017		EASTW	SKATE PARK & FREEDOM DUGOI	196.59
	P.O. BOX 507	10/13/2017		N		0.00
	ONALASKA	09/27/2017		N	N	0.00
MILESTONE	WI 54650	09/27/2017	0.00	N	0	0.00
	<Emailing Stub Disabled>	09/27/2017	3500060883			196.59

GL Number	Account Name	Pay Amount	Relieve Amount
230-45200-421.80	General Operating Supplies	65.31	0.00
230-45200-421.80	General Operating Supplies	131.28	0.00
<b>Distribution Total</b>		<b>196.59</b>	<b>0.00</b>

Vendor Total: 196.59

13498	MN DEPT OF LABOR & INDUSTRY	10/02/2017		EASTW	ANNUAL PRESSURE VESSLE CH	10.00
	FINANCIAL SERVICES OFFICE	10/13/2017		N		0.00
	ST PAUL	10/02/2017		N	N	0.00
DEPT LABOR	MN 55164-0219	10/02/2017	0.00	N	0	0.00
	<Emailing Stub Disabled>	10/02/2017	ABR0173149I			10.00

GL Number	Account Name	Pay Amount	Relieve Amount
101-41900-422.30	Repairs/Maintenance Buildings	10.00	0.00
<b>Distribution Total</b>		<b>10.00</b>	<b>0.00</b>

Vendor Total: 10.00

**Edit List of Invoices - Detail w/GL**

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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	Sep. Ck.?	Use Description 1 On Check	Discount
	State/Province Zip/Postal	Due Date	1099?	Hand Check Number/Date	Net Amount
	Email Address	Inv. Date	Invoice No.		
13492	MN MUNICIPAL UTILITIES ASSOC.	10/09/2017	EASTW	2017 4th QTR SAFETY MGT PRG	2,187.50
	3025 HARBOR LANE N, SUITE 400	10/13/2017	N		0.00
	PLYMOUTH	10/09/2017	N	N	0.00
MMUA	MN 55447-5142	10/09/2017	N	0	0.00
	<Emailing Stub Disabled>	10/09/2017	49753		2,187.50

GL Number	Account Name	Pay Amount	Relieve Amount
601-49400-430.80	Safety Training & Equipment	437.50	0.00
101-41900-430.80	Safety Training & Equipment	437.50	0.00
210-42200-430.80	Safety Training & Equipment	218.75	0.00
210-42200-430.89	township portion of 430.80	218.75	0.00
602-49450-430.80	Safety Training & Equipment	437.50	0.00
230-45200-430.80	Safety Training & Equipment	437.50	0.00
<b>Distribution Total</b>		<b>2,187.50</b>	<b>0.00</b>
<b>Vendor Total:</b>			<b>2,187.50</b>

13486	NAPA AUTO PARTS	09/21/2017	EASTW	BULB ASSY FOR LOADER	79.99
	103 1 2 NW DIVISION ST	10/13/2017	N		0.00
	CHATFIELD	09/21/2017	N	N	0.00
NAPA CHAT	MN 55923	09/21/2017	N	0	0.00
	<Emailing Stub Disabled>	09/21/2017	646910		79.99

GL Number	Account Name	Pay Amount	Relieve Amount
101-43100-422.10	Repairs/Maintenance Equipment	79.99	0.00
<b>Distribution Total</b>		<b>79.99</b>	<b>0.00</b>

13487	NAPA AUTO PARTS	09/15/2017	EASTW	LENS- PLOW; SAFETY HASP DBL	18.78
	103 1 2 NW DIVISION ST	10/13/2017	N	BREAKER BOX- WSP	0.00
	CHATFIELD	09/15/2017	N	N	0.00
NAPA CHAT	MN 55923	09/15/2017	N	0	0.00
	<Emailing Stub Disabled>	09/15/2017	646335		18.78

GL Number	Account Name	Pay Amount	Relieve Amount
230-45200-422.30	Repairs/Maintenance Buildings	6.79	0.00
101-43100-422.10	Repairs/Maintenance Equipment	11.99	0.00
<b>Distribution Total</b>		<b>18.78</b>	<b>0.00</b>

13493	NAPA AUTO PARTS	10/05/2017	EASTW	SHOP SUPPLIES; FREEDOM BENC	64.17
	103 1 2 NW DIVISION ST	10/13/2017	N	EYE & FACE SHIELD	0.00
	CHATFIELD	10/05/2017	N	N	0.00
NAPA CHAT	MN 55923	10/05/2017	N	0	0.00
	<Emailing Stub Disabled>	10/05/2017	648398		64.17

GL Number	Account Name	Pay Amount	Relieve Amount
101-43100-421.50	Shop Supplies	42.98	0.00
230-45200-422.10	Repairs/Maintenance Equipment	7.20	0.00
101-41900-430.80	Safety Training & Equipment	13.99	0.00
<b>Distribution Total</b>		<b>64.17</b>	<b>0.00</b>
<b>Vendor Total:</b>			<b>162.94</b>

13488	JEFFREY PECK	09/27/2017	EASTW	4 MEALS AT MSFDA TRAINING NI'	48.00
	PO BOX 872	10/13/2017	N	9-27	0.00
	EYOTA	09/27/2017	N	N	0.00
PECK	MN 55934	09/27/2017	N	0	0.00
	<Emailing Stub Disabled>	09/27/2017	9-27-17		48.00

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

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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	Sep. Ck.?	Use Description 1 On Check	Discount
	State/Province Zip/Postal	Due Date	1099?	Hand Check Number/Date	Net Amount
	Email Address	Inv. Date	Invoice No.		

210-42200-433.10	Travel/Training/Instruction				24.00	0.00
210-42200-433.19	township portion of 433.10				24.00	0.00
<b>Distribution Total</b>					<b>48.00</b>	<b>0.00</b>

Vendor Total: 48.00

13489	POSITIVE PROMOTIONS, INC	09/18/2017	EASTW	ITEMS FOR FIRE SAFETY WEEK		447.84
	PO BOX 11537	10/13/2017	N			0.00
POSITIVEPR	NEWARK	09/18/2017	N	N		0.00
	NJ 07101-4537	09/18/2017	0.00	0		0.00
	<Emailing Stub Disabled>	09/18/2017	5849664			447.84

GL Number	Account Name	Pay Amount	Relieve Amount
210-42200-430.80	Safety Training & Equipment	223.92	0.00
210-42200-430.89	township portion of 430.80	223.92	0.00
<b>Distribution Total</b>		<b>447.84</b>	<b>0.00</b>

Vendor Total: 447.84

13495	POST-BULLETIN COMPANY, L.L.C	09/30/2017	EASTW	HEARNING NOTICE FOR COND U		90.72
	P.O. BOX 6118	10/13/2017	N	PERMIT - DAYCARE CENTER		0.00
POSTBULLET	ROCHESTER	09/30/2017	N	N		0.00
	MN 55903-6118	09/30/2017	0.00	0		0.00
	<Emailing Stub Disabled>	09/30/2017	093017124844			90.72

GL Number	Account Name	Pay Amount	Relieve Amount
101-41900-435.10	Legal Notices Publishing	90.72	0.00
<b>Distribution Total</b>		<b>90.72</b>	<b>0.00</b>

Vendor Total: 90.72

13500	SCBA SALES & RENTALS LLC	10/02/2017	EASTW	AIR PACKS - (1ST OF 4 REC'D)		2,109.00
	162S 1900W SUITE #200	10/13/2017	N			0.00
SCBA	LINDON	10/02/2017	N	N		0.00
	UT 84042	10/02/2017	0.00	0		0.00
	<Emailing Stub Disabled>	10/02/2017	101002			2,109.00

GL Number	Account Name	Pay Amount	Relieve Amount
210-42200-458.00	Capital Outlay Other Equip	1,054.50	0.00
210-42200-458.09	township portion of 458.00	1,054.50	0.00
<b>Distribution Total</b>		<b>2,109.00</b>	<b>0.00</b>

Vendor Total: 2,109.00

13491	SEMCAC	10/09/2017	EASTW	2 RED TICKET PURCHASE		100.00
	PO BOX 549	10/13/2017	N			0.00
SEMCAC	RUSHFORD	10/09/2017	N	N		0.00
	MN 55971	10/09/2017	0.00	0		0.00
	<Emailing Stub Disabled>	10/09/2017	9-2017 SALES			100.00

GL Number	Account Name	Pay Amount	Relieve Amount
101-00000-208.50	Due to Other Gov. Units	100.00	0.00
<b>Distribution Total</b>		<b>100.00</b>	<b>0.00</b>

Vendor Total: 100.00

**Edit List of Invoices - Detail w/GL**

Date: 10/09/2017

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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
13490 RED'S	LINUS SOPPA 1380 CHURCH AVENUE ST. CHARLES MN 55972 <Emailing Stub Disabled>	09/22/2017 10/13/2017 09/22/2017 09/22/2017 09/22/2017	   0.00 4935	EASTW N N Y	PLATES FOR F.PARK DUGOUT BENCHES N 0	226.00 0.00 0.00 <u>226.00</u>

GL Number	Account Name	Pay Amount	Relieve Amount
230-45200-422.10	Repairs/Maintenance Equipment	226.00	0.00
Distribution Total		226.00	0.00
Vendor Total:			226.00

13497 US BANK EQ	US BANK EQUIPMENT FINANCE PO BOX 790448 ST LOUIS MO 63179-0448 <Emailing Stub Disabled>	10/02/2017 10/13/2017 10/02/2017 10/02/2017 10/02/2017	   0.00 341097749	EASTW N N N	OCT SERVICE  N 0	167.00 0.00 0.00 <u>167.00</u>
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GL Number	Account Name	Pay Amount	Relieve Amount
101-41900-441.30	Office Equipment Rental	167.00	0.00
Distribution Total		167.00	0.00
Vendor Total:			167.00

13494 WENDT J	JUSTIN WENDT 362 5TH STREET NE EYOTA MN 55934 <Emailing Stub Disabled>	09/21/2017 10/13/2017 09/21/2017 09/21/2017 09/21/2017	   0.00 9-21-17	EASTW N N N	EMERGENCY LIGHTS FOR RANG  N 0	33.47 0.00 0.00 <u>33.47</u>
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GL Number	Account Name	Pay Amount	Relieve Amount
210-42200-422.10	Repairs/Maintenance Equipment	16.74	0.00
210-42200-422.19	township portion of 422.10	16.73	0.00
Distribution Total		33.47	0.00
Vendor Total:			33.47

Grand Total:	45,472.94
Less Credit Memos:	0.00
Net Total:	45,472.94
Less Hand Check Total:	0.00
Outstanding Invoice Total:	45,472.94

Total Invoices: 26

# Check Register Report

Date: 09/25/2017

Time: 4:09 pm

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City of Eyota

BANK: EASTWOOD BANK

Check Number	Check Date	Status	Void/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
<b>EASTWOOD BANK Checks</b>							
23131	09/25/2017	Printed		VISA- BRAD	CARDMEMBER SERVICE	GAS; MOWER TIRE INNERTUBES	580.05
23132	09/25/2017	Printed		VISA-MARLI	CARDMEMBER SERVICE	SURVEY MONKEY; PRINTER INK	405.55
23133	09/25/2017	Printed		HCA-J	HCA-J JEFF HARDTKE	NEW R.R. CABOOSE SIGNS	350.00
<b>Total Checks: 3</b>						<b>Checks Total (excluding void checks):</b>	<b>1,335.60</b>
<b>Total Payments: 3</b>						<b>Bank Total (excluding void checks):</b>	<b>1,335.60</b>
<b>Total Payments: 3</b>						<b>Grand Total (excluding void checks):</b>	<b>1,335.60</b>

Manual check

# Check Register Report

Date: 09/26/2017

Time: 9:20 am

Page: 1

City of Eyota

BANK: EASTWOOD BANK

Check Number	Check Date	Status	Void/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
<b>EASTWOOD BANK Checks</b>							
23134	09/26/2017	Printed			WELBY/JOHN JOHN WELBY	STANDING DESK- SHELLY	375.00
				<b>Total Checks: 1</b>		<b>Checks Total (excluding void checks):</b>	<b>375.00</b>
				<b>Total Payments: 1</b>		<b>Bank Total (excluding void checks):</b>	<b>375.00</b>
				<b>Total Payments: 1</b>		<b>Grand Total (excluding void checks):</b>	<b>375.00</b>

Manual Check

Check Register Report

Date: 09/29/2017

Time: 3:31 pm

Page: 1

City of Eyota

BANK: EASTWOOD BANK

Check Number	Check Date	Status	Void/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
<b>EASTWOOD BANK Checks</b>							
23151	09/29/2017	Printed		CLARKLOGAN	LOGAN CLARK	9/26 FARM MKT	26.00
23152	09/29/2017	Printed		GRUHLKE	LEROY GRUHLKE	9-26 FARM MKT	41.00
23153	09/29/2017	Printed		LANGE	DANO OR KATHY LANGE	9-26 FARM MARKET	61.00
23154	09/29/2017	Printed		LMCIT	LEAGUE OF MN CITIES INS TRUST	EXT BALANCE DUE AFTER AUDIT	495.00
23155	09/29/2017	Printed		LOEDING	KAREN LOEDING	9/26 FARM MKT	96.00
23156	09/29/2017	Printed		LONESOME	LONSOME BIRCH FARM LLC	9/26 FARM MKT	23.00
23157	09/29/2017	Printed		MEYER	LAURIE MEYER	9-26 FARM MKT	30.00
23158	09/29/2017	Printed		PETTYCASH	PETTY CASH - CITY OF EYOTA	REPLENISH PETTY CASH	109.70
23159	09/29/2017	Printed		LOIS SMOLT	LOIS SMOLTZ	9-26 FARM MKT	19.00
23160	09/29/2017	Printed		POSTMASTER	U.S. POSTMASTER	OCT 2017 W/S BILL POSTAGE	217.83
<b>Total Checks: 10</b>						<b>Checks Total (excluding void checks):</b>	<b>1,118.53</b>
<b>Total Payments: 10</b>						<b>Bank Total (excluding void checks):</b>	<b>1,118.53</b>
<b>Total Payments: 10</b>						<b>Grand Total (excluding void checks):</b>	<b>1,118.53</b>

*Manual check*

# Check Register Report

P/R REMITTANCE CHECKS

Emp. Code Desc.:  
City Of Eyota

Date: 10/4/2017  
Time: 11:28:51

Check No.	Check Date	Recon.Date	Status	Employee ID	Pay To	Check Description	Amount
23169	10/06/2017		P	PER	PERA	Remittance Check	\$1,265.15
23170	10/06/2017		P	EDC	AXA Equitable Equi-Vest	Remittance Check	\$700.00
23171	10/06/2017		P	NCP	NCPERS Minnesota-45620	Remittance Check	\$16.00

Total Checks: 3

Sub-Total: \$1,981.15  
Total Void/Stop Payment: \$0.00  
Grand Total: \$1,981.15

*Electronically Paid Taxes*  
*\$ 2255.96*

System: 9/28/2017 10:03:31 AM  
User Date: 9/28/2017

01 Master  
COMPUTER CHECK REGISTER  
Payables Management

Page: 1  
User ID: Sharon

Batch ID: SK-501CHECK RUN  
Batch Comment: ARBOR GARDENS OF EYOTA CHECK RUN

Audit Trail Code: PMCHK00006207  
Posting Date: 9/28/2017

Checkbook ID: 501EYOTA

\* Voided Checks

Check Number	Date	Payment Number	Vendor ID	Check Name	Amount
009321	9/28/2017	00000000000164252	15420	CHATFIELD LUMBER CO, INC	\$175.54
009322	9/28/2017	00000000000164249	11422	CITY OF EYOTA	\$17,127.00
009323	9/28/2017	00000000000164250	11483	DOVER-EYOTA PUBLIC SCHOOLS	\$17.50
009324	9/28/2017	00000000000164246	10081	METRO SALES, INC.	\$67.65
009325	9/28/2017	00000000000164251	12954	PEPSI-COLA OF ROCHESTER, MN	\$20.00
009326	9/28/2017	00000000000164253	18988	RW FLOORING, LLC	\$250.00
009327	9/28/2017	00000000000164248	10674	TEALWOOD CARE CENTERS, INC.	\$3,767.51
009328	9/28/2017	00000000000164247	10120	TEALWOOD MANAGEMENT	\$23,988.36
Total Checks:	8			Checks Total:	\$45,413.56