

CITY OF EYOTA
CITY COUNCIL MINUTES
NOVEMBER 29, 2017

Members Present: Tyrel Clark, Bryan Cornell, Tony Nelson and Kurt Holst

Members Absent: Ray Schuchard

Staff Present: Jeff Peck, Justin Wendt, Chris Hallett, Bill MacMonegle, Jasen Andring, Scott Trogstad, Brian Halverson all Fire Department; 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 Cornell to approve the agenda as presented. Ayes 4, Nays 0. Motion carried.

Consent Agenda: Motion was made by Cornell and seconded by Holst to approve the consent agenda items 4.A through 4.G as presented. Ayes 4, Nays 0. Motion carried.

4.A. Minutes of the November 9, 2017 regular Council meeting approved

4.B. Minutes of the November 15, 2017 public hearing approved

4.C. RESOLUTION #2017-38 RESOLUTION EXPRESSING ACCEPTANCE OF, APPRECIATION FOR AND DESIGNATION OF DONATIONS RECEIVED, \$100 cash donations accepted and designated to be appropriated to the Fire Department Fund for the purchase of future equipment to be determined.

4.D. Sewer District Board of Directors, appointed Ray Schuchard to serve a two year term expiring January 1, 2020

4.E. Liquor Licenses; approve renewals for 2018 licenses contingent on complete renewal requirements being met.

4.F. RESOLUTION #2017-39 RESOLUTION DESIGNATING ANNUAL POLLING PLACE FOR ELECTIONS, designating 615 South Avenue SW, the Dover-Eyota High School auditorium as its polling place for 2018.

4.G. RESOLUTION #2017-40 RESOLUTION EXPRESSING ACCEPTANCE OF, APPRECIATION FOR AND DESIGNATION OF DONATION RECEIVED, the Dover-Eyota Traveling Baseball Association has presented \$4,512.78 and the Jackie Reiland Memorial Fund has presented \$1,000 for a total cash donation of \$5,512.78, specifically designated to be appropriated to the Park Board Fund for the Freedom Park ball field dug out construction expenses.

REPORTS:

DESCASD Sewer Board: Nelson reported there have been no violations. The main line is being televised and there is one manhole between Eyota and Dover that will need to be raised because it is currently below water. The budget is being reviewed.

Planning Commission: Knowlton reported the Commission reviewed the last sections of the new code for accuracy and needed supporting document changes. It will take some time for American Legal to make the final revisions. We will wait for the final document before scheduling the required public hearing to approve the new code. The December Commission meeting will probably be cancelled unless something time sensitive is submitted. Council requested the recommendation to appoint members to new terms be put on the next agenda.

Public Works: Boice reported on current projects including:

Summerfield Sanitary Sewer Manhole Repairs: Through normal maintenance and further investigation, manhole #195 (in the field east of Summerfield subdivision) is in need of repairs. There is substantial ground water leaking into the main. Boice did get a repair bid for time and materials.

Motion was made by Nelson and seconded by Holst to repair it now. Ayes 4, Nays 0. Motion carried.

Wellhead Protection Plan: The next step in developing this required plan is to have a public information meeting. Boice will schedule it with the Local Government Units involved, possibly as soon as December 14.

Clerks Report: The renewal cable television franchise agreement suggested by Charter has been sent to Hiawatha Broadband Communications for review. Negotiations will begin.

REGULAR AGENDA ITEMS:

Truth in Taxation: Mayor Clark called for any public comment regarding the levy and budget. No public comment.

Motion was made by Nelson and seconded by Cornell to approve the 2017 levy amount of \$616,518. Ayes 4, Nays 0. Motion carried.

Motion was made by Holst and seconded by Nelson to approve RESOLUTION 2017-41 RESOLUTION ADOPTING FINAL TAX LEVY, RESOLUTION APPROVING 2017 TAX LEVY, COLLECTIBLE IN 2018, the 2017 levy amount of \$616,518. Ayes 4, Nays 0. Motion carried.

Motion was made by Holst and seconded by Cornell to approve the 2018 final budget as presented. Ayes 4, Nays 0. Motion carried.

2018 Street & Utility Improvements Project: Mayor Clark read two letters from property owners against specific portions of the improvement project. The Council discussed in detail the plans to

install subdrain tile in the Jefferson Avenue SW area. The Council agreed to pull that from the 2018 plans.

Sidewalks within all the areas were discussed. WHKS was instructed to continue the plans with following:

Keep the sidewalk on the north side of 4th ST between Center and Lafayette Avenue.

Remove the sidewalk on the north side of 4th ST between Lafayette and Franklin Avenue.

The sidewalk on South Front ST will not be installed at this time, because the connecting trail is not there. But the driveways will be installed properly for a future sidewalk along that south side of the block. This will not lower the assessment very much; the curb and gutter will be installed.

With the changes made, the total project is estimated to be about \$1,500,000. The engineers are requested to continue to develop the plans with above noted changes. See "Exhibit 6.B.1"

Motion was made by Cornell and seconded by Nelson to move RESOLUTION #2017-42 RESOLUTION ORDERING IMPROVEMENTS AND DIRECTING PREPARATION OF FINAL PLANS AND SPECIFICATIONS, consulting engineers, WHKS & Co., are hereby directed to prepare final plans and specifications for the 2018 Street & Utility Improvements. Discussion: Clark pointed out the project areas for clarification. Ayes 4, Nays 0. Motion carried. See "Exhibit 6.B.2"

Second Street Wetland Project: Engineers are still working on submitting revised requested information to determine wetland credits. Hopefully this will all be settled this winter and the wetlands can start to be created in the spring.

Fire Hall Building Improvement Project: Jose Rivas of CRW Architecture & Design Group presented the proposed design and costs for remodeling and adding on to the fire hall. The existing space would be used for everything except the truck storage; the addition would hold the vehicles. The addition would be a pre-engineered metal building. Details of the plan and costs were discussed. This is an improvement that would be voted on by the citizens of Eyota to determine if it will be completed. The cost of a special election will be researched, waiting for the November 2018 general elections was not considered as an option due to expected cost increases. The total project is currently estimated at \$1,393,000.

Next steps will include: research cost of a special election, timeline of a special election, estimate the impact to the tax payers and how to proceed with the design and build processes.

Fire – Vent Fan Purchase: Chief Peck requested permission to purchase an electric vent fan with budgeted funds not used for air packs and radios. Estimated cost \$2,800.

Motion was made by Cornell and seconded by Holst to authorize purchasing an electric vent fan using capital outlay funds. Ayes 4, Nays 0. Motion carried.

Eyota Senior Dining Donation: Motion was made by Nelson and seconded by Holst to approve a \$2,000 contribution to Semcac specifically designated to the Eyota Senior Dining program out of the 10% gaming funds. Ayes 4, Nays 0. Motion carried.

Employee Dental Insurance Renewal: The employee dental insurance policy renewal will be effective February 1, 2018. The current coverage is through Delta Dental; the rates and coverage is remaining the same.

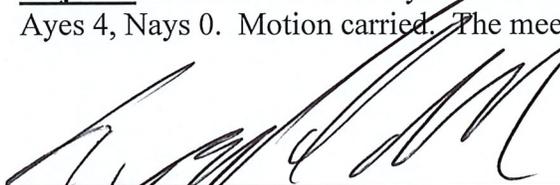
Motion was made by Nelson and seconded by Holst to approve renewing the current Delta Dental employee dental insurance plan. Ayes 4, Nays 0. Motion carried.

City Hall Improvement Project: Staff met with Construction Management Services (CMS), an electrician, a plumber and a heating/AC professional and toured the existing Our Savior's Church to determine if there are code regulations that would need to be dealt with prior to the City using the building for government uses; along with very vague future remodeling ideas. The majority of the space would stay the same building code occupancy use which would eliminate the need for immediate major remodeling. The fellowship hall could be used for daily city government activities with very little improvements or expense. After discussing ideas for future uses, the Council agreed that more research needs to be done. We need to determine what the spaces will be used for and what it will take to remodel so that real cost estimates can be determined. The ideas and cost could be taken to the citizens to vote on at the same time as the special election for the fire hall. The Council agreed the idea of purchasing the church should continue to be pursued. It was determined Clark and Nelson will assist staff with additional research.

Accounts Payable: Motion was made by Nelson and seconded by Holst to approve the accounts payable total in the amount of \$61,338.31 as presented. Ayes 4, Nays 0. Motion carried. See "Exhibit 6.G"

Other Business: None

Adjourn: Motion was made by Cornell and seconded by Nelson to adjourn the meeting. Ayes 4, Nays 0. Motion carried. The meeting was declared adjourned at 9:14 p.m.

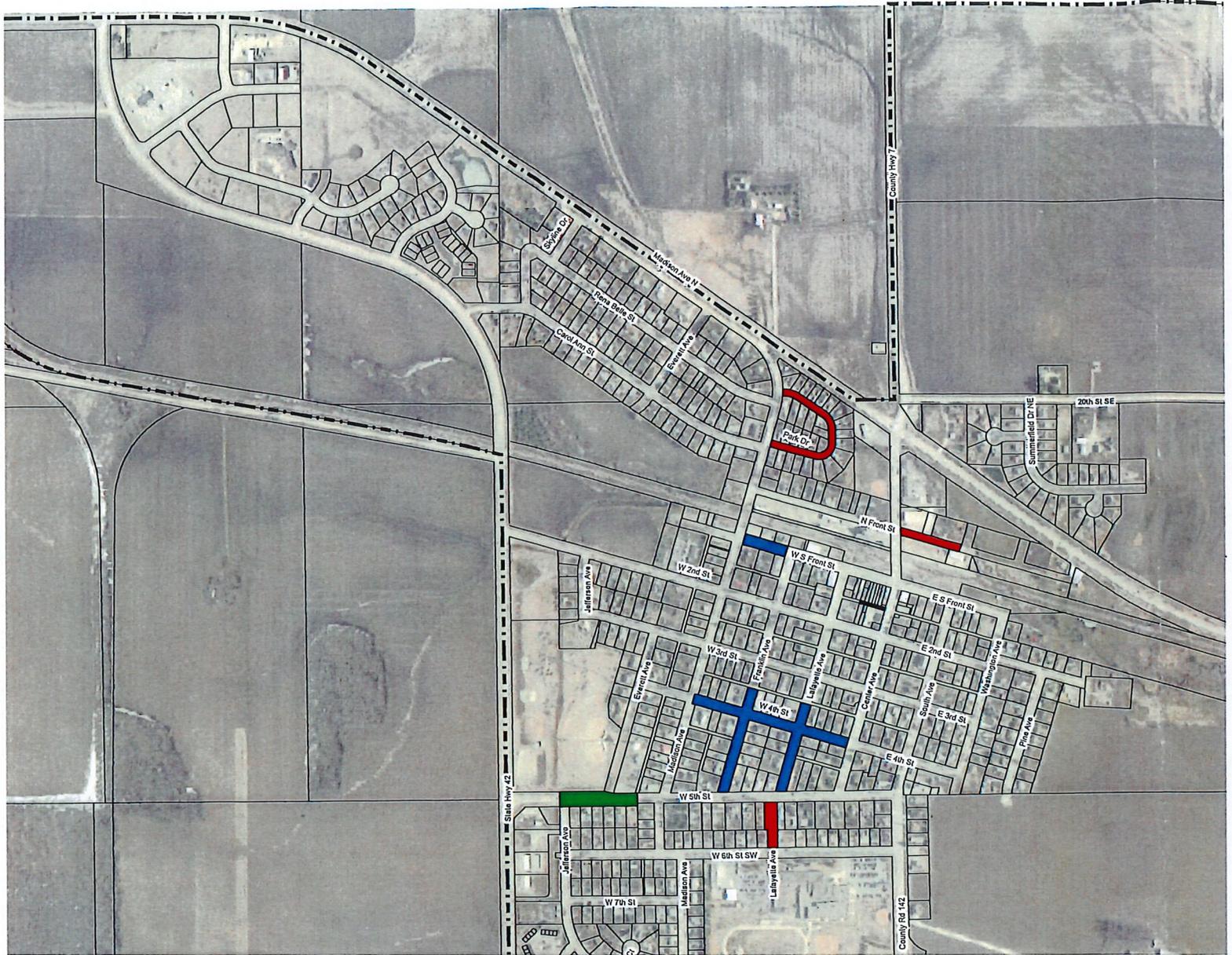


Tyrel Clark
Mayor



Marlis Knowlton
Clerk/Treasurer

2018 Improvement Projects



Red - paving only

Blue - street, storm sewer, curb, gutter.

Green - storm sewer, curb, gutter, subdrain

Black - storm sewer, paving

"Exhibit 6.B.1"

EXTRACT OF MINUTES OF MEETING OF THE
CITY COUNCIL OF THE CITY OF
EYOTA, MINNESOTA

HELD: November 29, 2017

Pursuant to due call and notice thereof, a meeting of the City Council of the City of Eyota, Minnesota, was duly called and held at City Hall in said City on the 29th day of November, 2017, at 7 o'clock P.M.

The following members were present:

Tyrel Clark, Tony Nelson, Bryan Cornell and Kurt Holst

and the following were absent: Ray Schuchard

The meeting was held pursuant to resolution adopted October 12, 2017, calling a public hearing on the proposed 2018 Street & Utility improvements in said City, as more particularly described in the Notice of a Public Hearing ordered at said special meeting, a copy of which is attached hereto. The Clerk presented affidavits showing the due publication and mailing of the Notices of Hearing and the Mayor Pro-Tem Cornell announced that the Council would hear all persons who cared to be heard for or against the improvements as outlined in the Notice of Hearing.

All persons present were afforded an opportunity to present their views and objections to the making of said improvements, and no objections were presented, except as follows:

<u>Name of Objector</u>	<u>Property</u>	<u>Objection</u>
James and Jamie Ward	820 Jefferson Avenue SW	No need for drain tile on the east side of Jefferson
Jamie Olson	816 Jefferson Avenue SW	No need for drain tile on the east side of Jefferson
Gerry Dallmann	808 Jefferson Avenue SW	No need for drain tile on the east side of Jefferson
Terry Waletzki	928 Jefferson Avenue SW	No need for drain tile on the east side of Jefferson
Rhonda Miller	110 Madison Avenue SW	Delay sidewalk construction until it is needed
Rhonda Miller, Representing Frank Urban	218 S Front Street SW	Delay sidewalk construction until it is needed

"Exhibit 6.B.2"

Member Cornell introduced the following resolution and moved its adoption:

City of Eyota
RESOLUTION #2017-42
RESOLUTION ORDERING IMPROVEMENTS
AND DIRECTING PREPARATION OF FINAL PLANS AND SPECIFICATIONS

WHEREAS, after due Notice of Public Hearing on the construction of improvements for the City of Eyota, Minnesota, hearing on said improvements was duly held and the Council heard all persons desiring to be heard on the matter and fully considered the same; and

WHEREAS, at said hearing there was available a reasonable estimate of the amount to be assessed and a description of the methodology, in the form attached hereto as Exhibit A:

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Eyota, Minnesota as follows:

1. Said improvements are necessary, cost-effective, and feasible as detailed in the feasibility report; except due to property owner comments the Jefferson Avenue and Glen Street area improvements are being removed.
2. It is advisable, expedient and necessary that said improvements as described in the Notice of Hearing (except Jefferson/Glen) thereon be constructed, and the same are hereby ordered made.
3. The improvements described in said Notice of Hearing are hereby designated and shall be known as 2018 Street & Utility Improvements; improvements include other areas listed in the feasibility study that are not being assessed.
4. The consulting engineers, WHKS & Co., are hereby directed to prepare final plans and specifications for said improvements.
5. The City Council shall let the contract for all or part of the work for said improvements or order all or part of the work done by day labor or otherwise as authorized by Minnesota Statutes, Section 429.041, Subdivision 2 within one year of the date of this resolution ordering said improvements.

The motion for the adoption of the foregoing resolution was duly seconded by member Nelson and upon a vote being taken thereon, the following voted in favor: Clark, Nelson, Cornell and Holst. and the following voted against the same: none

PASSED AND ADOPTED BY THE COMMON COUNCIL OF THE CITY OF EYOTA,
MINNESOTA, THIS 29th DAY OF NOVEMBER, 2017.

EYOTA CITY COUNCIL

Tyrel Clark, Mayor

ATTEST:

Marlis Knowlton, Clerk/Treasurer

**CITY OF EYOTA, MINNESOTA
NOTICE OF PUBLIC HEARING
ON 2018 STREET AND UTILITY IMPROVEMENTS**

TIME AND PLACE:

Notice is hereby given that the City Council of the City of Eyota, Minnesota, will meet at the Eyota Volunteer Ambulance facility, located at 753 Robert Avenue SW in the City of Eyota, Minnesota, at 7:00 o'clock P.M. on Wednesday, November 15, 2017, to consider the construction of the following improvements, to-wit:
South Front ST SW from Madison to Franklin AVE SW,
Fourth ST SW from Center to Madison AVE SW,
Franklin AVE SW from the alley between 3 ST and 4 ST to 5 ST SW,
Lafayette AVE SW from the alley between 3 ST and 4 ST to 5 ST SW,
5 ST SW from Madison to Jefferson AVE SW,
Jefferson AVE SW from Madison AVE SW to Knowledge RD SW,
Glen ST SW from Jefferson AVE SW to Donna CT SW.

NATURE OF IMPROVEMENT:

The construction of the 2018 Street & Utility Improvements which includes water mains, sanitary sewers, storm sewers, curb & gutter, sidewalks, bituminous pavement and a subdrain system.

ESTIMATED COST:

The total estimated cost of said improvements is \$1,723,000.

AREA PROPOSED TO BE ASSESSED:

The area proposed to be assessed for such improvements is as follows: all properties adjacent to the above mentioned project area.

AUTHORITY:

The Council proposes to proceed under the authority granted by Chapter 429 M.S.A.

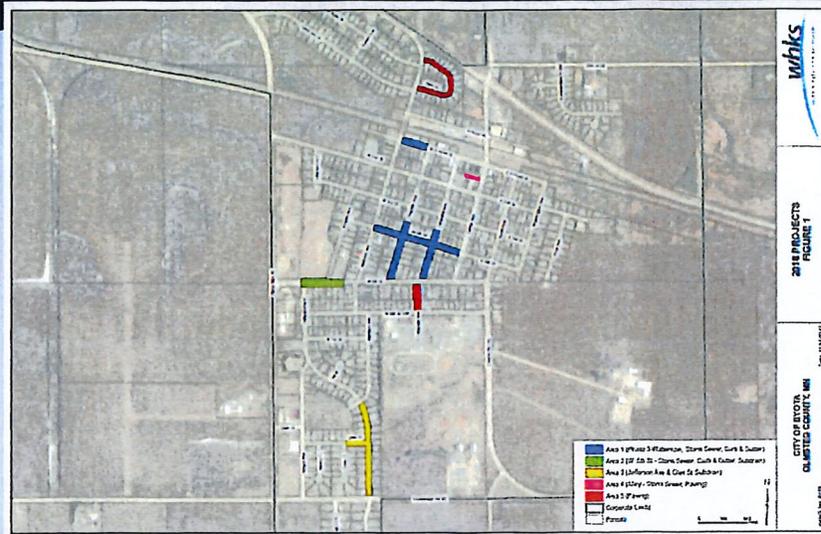
Such persons as desire to be heard with reference to the proposed improvements will be heard at this meeting. Written or oral objections will be considered. Written comments should be mailed to PO Box 328, Eyota, MN 55934 or dropped off at 38 South Front Street SW, Eyota.
A reasonable estimate of the impact of the assessments will be available at this meeting.

DATED: October 30, 2017.

BY ORDER OF THE CITY COUNCIL


Marlis Knowlton
City Clerk/Treasurer

Project Area



Eyota, Minnesota

whks

Costs - Green Area

- Estimate total project costs = \$164,000
- Assessments to property owners
 - 25% of total project cost
 - Assessable amount \$41,125
 - 6 total lots
 - Typical Assessments
 - \$ 6,850 per typical lot
 - 15 year bond = \$616 annual payment
- City Portion
 - 75% of the project costs

Eyota, Minnesota

Costs - Blue Area

- Estimate total project costs = \$1,295,000
- Assessments to property owners
 - 25% of total project cost
 - Assessable amount \$323,750
 - 41.5 total lots
 - Typical Assessments
 - \$ 7,800 per typical lot
 - 15 year bond = \$700 annual payment
 - \$1,950 for water service only
- City Portion
 - 75% of the project costs

Eyota, Minnesota

whks

Costs – Yellow Area

- Estimate total project costs = \$263,500
- Assessments to property owners
 - 25% of total project cost
 - Assessable amount \$65,875
 - 27 total lots
 - Typical Assessments
 - \$ 2,450 per typical lot
 - 15 year bond = \$220 annual payment
- City Portion
 - 75% of the project costs

Eyota, Minnesota

whks

Res #2017-42
Exhibit A

Council Meeting November 29, 2017

Approval of Accounts Payable:

To be approved by Council		\$	48,985.92
Council approval after checks written	11/17/2017	\$	8,148.43
Council approval after checks written		\$	-
Council approval after checks written		\$	-
Payroll for Council Approval			
11/17/2017 Remittance checks		\$	1,981.15
11/17/2017 Taxes paid electronically		\$	2,222.84
Remittance checks		\$	-
Taxes paid electronically		\$	-
Total Accounts Payable:		\$	61,338.34

Total Accounts Payable	\$	61,338.34
Additional Payable	\$	-
Additional Payable	\$	-
Total	\$	61,338.34

FOR YOUR INFORMATION - ONLY

ARBOR GARDENS OPERATING ACCOUNT CHECKS SIGNED FOR PAYMENT

11/9/2017	\$	59,199.04
	\$	-
	\$	-
TOTAL	\$	59,199.04

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
317 Debt Service GO 2018
322 Senior Housing (2nd)

Construction Funds
400 PIR All Projects
410 Reserves
415 GO 2015A St Imp
416 GO 2016A St Imp
417 GO 2018A St Imp

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

"Exhibit 6. G"

Edit List of Invoices - Detail w/GL

Date: 11/22/2017

Time: 10:17 am

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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.		
13579	1SOURCE	11/07/2017	EASTW	COPY PAPER; 2018 CALENDARS	184.89
	PO BOX 877	11/30/2017	N	BUSNISS CARD HOLDER	0.00
	CAROL STREAM	11/07/2017	N	N	0.00
1SOURCE	IL 60197-8779	11/07/2017	0.00	N	0
	<Emailing Stub Disabled>	11/07/2017	203079		184.89

GL Number	Account Name	Pay Amount	Relieve Amount
101-41900-420.00	Office Supplies	69.98	0.00
101-41900-420.00	Office Supplies	15.18	0.00
101-41900-420.00	Office Supplies	99.73	0.00
Distribution Total		184.89	0.00

Vendor Total: 184.89

13580	CEDA	11/16/2017	EASTW	SMALL CITIES DEV - DEED GRAN	500.00
	PO BOX 483	11/30/2017	N	GRANT WRITING BILLING	0.00
	CHATFIELD	11/16/2017	N	N	0.00
CEDA	MN 55923	11/16/2017	0.00	N	0
	<Emailing Stub Disabled>	11/16/2017	11-16-17 DEED GRANT		500.00

GL Number	Account Name	Pay Amount	Relieve Amount
220-46100-431.00	Other Professional Services	500.00	0.00
Distribution Total		500.00	0.00

Vendor Total: 500.00

13581	CENTURY LINK	11/11/2017	EASTW	OCT/ NOV PHONE & INTERNET	339.51
	PO BOX 2961	11/30/2017	N		0.00
	PHOENIX	11/11/2017	N	N	0.00
CENLINK	AZ 85062-2961	11/11/2017	0.00	N	0
	<Emailing Stub Disabled>	11/11/2017	11-2017 STMT		339.51

GL Number	Account Name	Pay Amount	Relieve Amount
101-43100-430.90	Computer/Software Expense	32.73	0.00
601-49400-430.90	Computer/Software Expense	16.37	0.00
602-49450-430.90	Computer/Software Expense	16.37	0.00
101-41900-432.10	Telephone	123.32	0.00
101-43100-432.10	Telephone	27.40	0.00
601-49400-432.10	Telephone	95.92	0.00
602-49450-432.10	Telephone	27.40	0.00
Distribution Total		339.51	0.00

Vendor Total: 339.51

13582	CONTINENTAL RESEARCH CORP	11/06/2017	EASTW	BACTO DOSE -	566.02
	P.O. BOX 15204	11/30/2017	N		0.00
	ST. LOUIS	11/06/2017	N	N	0.00
CONTINENTA	MO 63110	11/06/2017	0.00	N	0
	<Emailing Stub Disabled>	11/06/2017	457274-CRC-1		566.02

GL Number	Account Name	Pay Amount	Relieve Amount
602-49450-422.70	Utility System Maint Supplies	566.02	0.00
Distribution Total		566.02	0.00

Vendor Total: 566.02

Edit List of Invoices - Detail w/GL

Date: 11/22/2017

Time: 10:17 am

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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.		
13583	DELTA DENTAL	11/15/2017	EASTW	DENTAL INS FOR DECEMBER	396.48
	NW5772	11/30/2017	N		0.00
	MINNEAPOLIS	11/15/2017	N	N	0.00
DELTA DENT	MN 55485-5772	11/15/2017	0.00	0	396.48
	<Emailing Stub Disabled>	11/15/2017	7102369		

GL Number	Account Name	Pay Amount	Relieve Amount
101-00000-217.06	Health/Dental Insur Pay	396.48	0.00
Distribution Total		396.48	0.00

Vendor Total: 396.48

Ref. No.	Vendor Name	Post Date	Bank	Invoice Description Line 2	Gross Amount
13584	DOVER-EYOTA PUBLIC SCHOOLS	11/13/2017	EASTW	NOV EAGLE ADS	86.25
	615 SOUTH AVENUE	11/30/2017	N		0.00
D-ESCHOOL	EYOTA	11/13/2017	N	N	0.00
	MN 55934	11/13/2017	0.00	0	86.25
	<Emailing Stub Disabled>	11/13/2017	11-2017 STMT		

GL Number	Account Name	Pay Amount	Relieve Amount
101-41900-435.10	Legal Notices Publishing	86.25	0.00
Distribution Total		86.25	0.00

Vendor Total: 86.25

Ref. No.	Vendor Name	Post Date	Bank	Invoice Description Line 2	Gross Amount
13585	FIRE SAFETY USA, INC.	11/03/2017	EASTW	BOOTS FOR MERCHANT OR GAS	285.00
	3253 19TH ST NW	11/30/2017	N		0.00
FIRESAFETY	ROCHESTER	11/03/2017	N	N	0.00
	MN 55901	11/03/2017	0.00	0	285.00
	<Emailing Stub Disabled>	11/03/2017	105038		

GL Number	Account Name	Pay Amount	Relieve Amount
210-42200-458.00	Capital Outlay Other Equip	142.50	0.00
210-42200-458.09	township portion of 458.00	142.50	0.00
Distribution Total		285.00	0.00

Ref. No.	Vendor Name	Post Date	Bank	Invoice Description Line 2	Gross Amount
13586	FIRE SAFETY USA, INC.	10/31/2017	EASTW	BOOTS FOR MERCHANT OR GAS	374.95
	3253 19TH ST NW	11/30/2017	N		0.00
FIRESAFETY	ROCHESTER	10/31/2017	N	N	0.00
	MN 55901	10/31/2017	0.00	0	374.95
	<Emailing Stub Disabled>	10/31/2017	104889		

GL Number	Account Name	Pay Amount	Relieve Amount
210-42200-458.00	Capital Outlay Other Equip	187.48	0.00
210-42200-458.09	township portion of 458.00	187.47	0.00
Distribution Total		374.95	0.00

Vendor Total: 659.95

Ref. No.	Vendor Name	Post Date	Bank	Invoice Description Line 2	Gross Amount
13611	FLEETPRIDE	11/09/2017	EASTW	PAY LOADER- LIGHTING REPAIR	139.98
	PO BOX 847118	11/30/2017	N		0.00
FLEETPRIDE	DALLAS	11/09/2017	N	N	0.00
	TX 75284-7118	11/09/2017	0.00	0	139.98
	<Emailing Stub Disabled>	11/09/2017	88792315		

GL Number	Account Name	Pay Amount	Relieve Amount
101-43100-422.10	Repairs/Maintenance Equipment	139.98	0.00
Distribution Total		139.98	0.00

Edit List of Invoices - Detail w/GL

Date: 11/22/2017

Time: 10:17 am

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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.		

Vendor Total: 139.98

13595	FRANK MERCHANT	10/27/2017	EASTW	LENSES FOR SCBA	71.38
	1123 CTY RD 7 SE	11/30/2017	N		0.00
	EYOTA	10/27/2017	N	N	0.00
MERCHANT/F	MN 55934	10/27/2017	N	0	71.38
	<Emailing Stub Disabled>	10/27/2017		10-27-17 SCBA LENSES	

GL Number	Account Name	Pay Amount	Relieve Amount
210-42200-458.00	Capital Outlay Other Equip	35.69	0.00
210-42200-458.09	township portion of 458.00	35.69	0.00
Distribution Total		71.38	0.00

Vendor Total: 71.38

13587	G & K SERVICES	10/31/2017	EASTW	OCT UNIFORMS & MATS	282.99
	7813 SOLUTIONS CENTER	11/30/2017	N		0.00
G&K	CHICAGO	10/31/2017	N	N	0.00
	IL 60677-7008	10/31/2017	N	0	282.99
	<Emailing Stub Disabled>	10/31/2017		10-2017 STMT	

GL Number	Account Name	Pay Amount	Relieve Amount
101-41900-422.30	Repairs/Maintenance Buildings	87.05	0.00
101-43100-441.70	Uniforms	88.18	0.00
601-49400-441.70	Uniforms	58.79	0.00
602-49450-441.70	Uniforms	29.38	0.00
230-45200-441.70	Uniforms	19.59	0.00
Distribution Total		282.99	0.00

Vendor Total: 282.99

13588	GOPHER SPORT	11/16/2017	EASTW	SOCCER GOALS BALLS; T-BALL &	958.85
	NW5634	11/30/2017	N	KICK BALLS	0.00
	MINNEAPOLIS	11/16/2017	N	N	0.00
GOPHER SPC	MN 55485	11/16/2017	N	0	958.85
	<Emailing Stub Disabled>	11/16/2017		9396261	

GL Number	Account Name	Pay Amount	Relieve Amount
230-45100-421.70	Program Supplies	958.85	0.00
Distribution Total		958.85	0.00

Vendor Total: 958.85

13589	HAWKINS, INC.	11/09/2017	EASTW	PHOSPHATE & CHLORINE	1,306.92
	PO BOX 860263	11/30/2017	N		0.00
	MINNEAPOLIS	11/09/2017	N	N	0.00
HAWKINS	MN 55486-0263	11/09/2017	N	0	1,306.92
	<Emailing Stub Disabled>	11/09/2017		4181380	

GL Number	Account Name	Pay Amount	Relieve Amount
601-49400-421.60	Chemicals & Chem Products	1,306.92	0.00
Distribution Total		1,306.92	0.00

Vendor Total: 1,306.92

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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.		
13590	HIAWATHA BROADBAND COM. IN	11/02/2017	EASTW	F.D. NOV PHONE & INTERNET	101.78
HBC	58 JOHNSON STREET	11/30/2017	N		0.00
	WINONA	11/02/2017	N	N	0.00
	MN 55987	11/02/2017	N	0	101.78
	<Emailing Stub Disabled>	11/02/2017		11-2017 STMT	

GL Number	Account Name	Pay Amount	Relieve Amount
210-42200-430.99	township portion of 430.90	32.47	0.00
210-42200-430.90	Computer/Software Expense	32.48	0.00
210-42200-432.10	Telephone	18.42	0.00
210-42200-432.19	township portion of 432.10	18.41	0.00
Distribution Total		101.78	0.00

Vendor Total: 101.78

13591	LEAGUE OF MN CITIES INS TRUS	11/01/2017	EASTW	10/17 TO 10/18 PROPERTY	25,778.00
LMCIT	C/O BERKLEY RISK ADMIN CO LL	11/30/2017	N	CASUALTY INSURANCE	0.00
	MINNEAPOLIS	11/01/2017	N	N	0.00
	MN 55402-3332	11/01/2017	N	0	25,778.00
	<Emailing Stub Disabled>	11/01/2017		11-1-17 ACCT 40001523	

GL Number	Account Name	Pay Amount	Relieve Amount
101-41900-436.10	General Insurance	9,326.00	0.00
101-43100-436.10	General Insurance	3,069.00	0.00
601-49400-436.10	General Insurance	2,688.38	0.00
602-49450-436.10	General Insurance	2,362.03	0.00
651-49990-436.10	General Insurance	5.59	0.00
230-45200-436.10	General Insurance	4,203.00	0.00
101-42150-436.30	Insurance - Auto & Building	3,321.00	0.00
210-42200-436.10	General Insurance	803.00	0.00
Distribution Total		25,778.00	0.00

Vendor Total: 25,778.00

13592	MENARDS - ROCHESTER SOUTH	11/07/2017	EASTW	WELL HOUSE REMODEL PARTS	654.26
MENARDS	3000 S. BROADWAY	11/30/2017	N	TOOL REP; SHOP ORGANIZATION	0.00
	ROCHESTER	11/07/2017	N	N	0.00
	MN 55904-5598	11/07/2017	N	0	654.26
	<Emailing Stub Disabled>	11/07/2017		61404	

GL Number	Account Name	Pay Amount	Relieve Amount
601-49400-422.30	Repairs/Maintenance Buildings	563.00	0.00
101-43100-422.10	Repairs/Maintenance Equipment	56.98	0.00
101-43100-421.80	General Operating Supplies	34.28	0.00
Distribution Total		654.26	0.00

13593	MENARDS - ROCHESTER SOUTH	10/02/2017	EASTW	MISC ITEMS FOR PARKS & CITY I	90.60
MENARDS	3000 S. BROADWAY	11/30/2017	N		0.00
	ROCHESTER	10/02/2017	N	N	0.00
	MN 55904-5598	10/02/2017	N	0	90.60
	<Emailing Stub Disabled>	10/02/2017		58911	

GL Number	Account Name	Pay Amount	Relieve Amount
230-45200-421.80	General Operating Supplies	76.09	0.00
101-41900-422.10	Repairs/Maintenance Equipment	9.57	0.00
101-43100-421.80	General Operating Supplies	4.94	0.00
Distribution Total		90.60	0.00

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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.		
13594	MENARDS - ROCHESTER SOUTH	10/23/2017	EASTW	DOOR LATCH- WELL HOUSE & P/	
	3000 S. BROADWAY	11/30/2017	N	BUILDING; GREEN MARKING PAI	64.12
	ROCHESTER	10/23/2017	N	N	0.00
MENARDS	MN 55904-5598	10/23/2017	0.00	N	0
	<Emailing Stub Disabled>	10/23/2017	60361		64.12

GL Number	Account Name	Pay Amount	Relieve Amount
101-43100-421.80	General Operating Supplies	19.76	0.00
101-43100-422.30	Repairs/Maintenance Buildings	28.84	0.00
601-49400-422.30	Repairs/Maintenance Buildings	15.52	0.00
Distribution Total		64.12	0.00

Vendor Total: 808.98

13596	MILESTONE MATERIALS	11/15/2017	EASTW	STOCKPILE	
	P.O. BOX 507	11/30/2017	N		108.46
	ONALASKA	11/15/2017	N	N	0.00
MILESTONE	WI 54650	11/15/2017	0.00	N	0
	<Emailing Stub Disabled>	11/15/2017	3500068318		108.46

GL Number	Account Name	Pay Amount	Relieve Amount
101-43110-422.40	Street Repairs	108.46	0.00
Distribution Total		108.46	0.00

Vendor Total: 108.46

13597	NAPA AUTO PARTS	10/27/2017	EASTW	OIL FILTERS; OIL; ANTIFREEZE	
	103 1 2 NW DIVISION ST	11/30/2017	N	OIL FILTER WRENCH; EXACTFITE	418.23
	CHATFIELD	10/27/2017	N	N	0.00
NAPA CHAT	MN 55923	10/27/2017	0.00	N	0
	<Emailing Stub Disabled>	10/27/2017	650800		418.23

GL Number	Account Name	Pay Amount	Relieve Amount
101-43100-424.00	Small Tools/Minor Equipment	29.99	0.00
101-43100-421.20	Vehicle Fuel and Oil	301.93	0.00
101-43100-422.10	Repairs/Maintenance Equipment	80.33	0.00
230-45200-422.30	Repairs/Maintenance Buildings	5.98	0.00
Distribution Total		418.23	0.00

13598	NAPA AUTO PARTS	11/02/2017	EASTW	SHOPVAC FILTER; WIPER BLADE	
	103 1 2 NW DIVISION ST	11/30/2017	N	8 CRIMP WHEEL	58.99
	CHATFIELD	11/02/2017	N	N	0.00
NAPA CHAT	MN 55923	11/02/2017	0.00	N	0
	<Emailing Stub Disabled>	11/02/2017	651538		58.99

GL Number	Account Name	Pay Amount	Relieve Amount
101-43100-421.50	Shop Supplies	-16.99	0.00
101-43100-422.10	Repairs/Maintenance Equipment	75.98	0.00
Distribution Total		58.99	0.00

Vendor Total: 477.22

13599	OLMSTED COUNTY FINANCE	11/06/2017	EASTW	SPLIT OFF ONE ACRE - WETLANI	
	CENTRAL FINANCE DEPT	11/30/2017	N	FOR LITTLE EAGLES DAY CARE	92.00
	ROCHESTER	11/06/2017	N	N	0.00
OLMSTEDFIN	MN 55904	11/06/2017	0.00	N	0
	<Emailing Stub Disabled>	11/06/2017	RCRD-120363		92.00

GL Number	Account Name	Pay Amount	Relieve Amount
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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.		

101-41910-431.50	Zoning Expenses				92.00	0.00
Distribution Total					92.00	0.00

Vendor Total: 92.00

13600	ON SITE SANITATION	11/04/2017		EASTW	11-4 THRU 12-1 SERVICE	104.00
	95 WOODLYNN AVENUE	11/30/2017		N		0.00
ONSITESANI	ST.PAUL	11/04/2017	0.00	N	N	0.00
	MN 55117	11/04/2017	511586	N	0	104.00
	<Emailing Stub Disabled>	11/04/2017				104.00

GL Number	Account Name	Pay Amount	Relieve Amount
230-45200-441.80	Toilet Rentals	104.00	0.00
Distribution Total		104.00	0.00

13601	ON SITE SANITATION	11/10/2017		EASTW	SERVICE ONLY THRU 11-11-17	-78.00
	95 WOODLYNN AVENUE	11/30/2017		N		0.00
ONSITESANI	ST.PAUL	11/10/2017	0.00	N	N	0.00
	MN 55117	11/10/2017	516576	N	0	-78.00
	<Emailing Stub Disabled>	11/10/2017				-78.00

GL Number	Account Name	Pay Amount	Relieve Amount
230-45200-441.80	Toilet Rentals	-78.00	0.00
Distribution Total		-78.00	0.00

Vendor Total: 26.00

13602	PRINTING SYSTEMS, INC.	11/13/2017		EASTW	10,000 UTILITY BILLS	480.53
	12005 BEECH DALY	11/30/2017		N		0.00
PSI	TAYLOR	11/13/2017	0.00	N	N	0.00
	MI 48180	11/13/2017	102096	N	0	480.53
	<Emailing Stub Disabled>	11/13/2017				480.53

GL Number	Account Name	Pay Amount	Relieve Amount
602-49450-420.00	Office Supplies	240.26	0.00
601-49400-420.00	Office Supplies	240.27	0.00
Distribution Total		480.53	0.00

Vendor Total: 480.53

13603	SUN LIFE FINANCIAL	11/14/2017		EASTW	DECEMBER COVERAGE	514.74
	PO BOX 7247- 0381	11/30/2017		N		0.00
SUNLIFE	PHILADELPHIA	11/14/2017	0.00	N	N	0.00
	PA 19170-0381	11/14/2017	12-2017	N	0	514.74
	<Emailing Stub Disabled>	11/14/2017				514.74

GL Number	Account Name	Pay Amount	Relieve Amount
101-00000-217.06	Health/Dental Insur Pay	514.74	0.00
Distribution Total		514.74	0.00

Vendor Total: 514.74

13605	TEAM LAB	11/08/2017		EASTW	ICE MELT - CITY HALL & F.DEPT	70.00
	PO BOX 1467	11/30/2017		N		0.00
TEAM LAB	DETROIT LAKES	11/08/2017	0.00	N	N	0.00
	MN 56502	11/08/2017	8870	N	0	70.00
	<Emailing Stub Disabled>	11/08/2017				70.00

GL Number	Account Name	Pay Amount	Relieve Amount
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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.		

101-43125-422.43	Sand & Salt & Misc.				70.00	0.00
					70.00	0.00
Distribution Total					70.00	0.00

Vendor Total: 70.00

13604	THOMPSON & WARD ELECTRIC I	11/06/2017	EASTW	FIX BAD PHOTO EYE - PUB WOR		218.00
	5810 GLENBROOK CT SE	11/30/2017	N			0.00
	ROCHESTER	11/06/2017	N	N		0.00
THOMP&WAF	MN 55904	11/06/2017	N	0	0.00	218.00
	<Emailing Stub Disabled>	11/06/2017		2785		

GL Number	Account Name	Pay Amount	Relieve Amount
101-43100-422.10	Repairs/Maintenance Equipment	218.00	0.00
		218.00	0.00
Distribution Total		218.00	0.00

Vendor Total: 218.00

13606	VAN IWAARDEN ASSOCIATES	11/21/2017	EASTW	FIRE RELIEF ASSOC- SERVICES		2,000.00
	840 LUMBER EXCHANGE BLD	11/30/2017	N	FOR Y/E CITY AUDIT		0.00
	MINNEAPOLIS	11/21/2017	N	N		0.00
VAN IWAARD	MN 55402-1010	11/21/2017	N	0	0.00	2,000.00
	<Emailing Stub Disabled>	11/21/2017		11-2017 Y/E AUDIT		

GL Number	Account Name	Pay Amount	Relieve Amount
210-42200-430.10	Auditing & Accounting Service	2,000.00	0.00
		2,000.00	0.00
Distribution Total		2,000.00	0.00

Vendor Total: 2,000.00

13607	VERIZON	11/08/2017	EASTW	CELL CHGS THRU 11-8		127.51
	P.O. BOX 25505	11/30/2017	N			0.00
	LEHIGH VALLEY	11/08/2017	N	N		0.00
VERIZON	PA 18002-5505	11/08/2017	N	0	0.00	127.51
	<Emailing Stub Disabled>	11/08/2017		9795922516		

GL Number	Account Name	Pay Amount	Relieve Amount
602-49450-432.10	Telephone	20.51	0.00
601-49400-432.10	Telephone	20.52	0.00
101-43100-432.10	Telephone	52.28	0.00
101-41900-432.10	Telephone	34.20	0.00
		127.51	0.00
Distribution Total		127.51	0.00

Vendor Total: 127.51

13609	WHKS & CO.	11/17/2017	EASTW	2018 STREET & UTILITIY REVIEW		10,850.00
	2905 SOUTH BROADWAY	11/30/2017	N	THRU OCT 18		0.00
	ROCHESTER	11/17/2017	N	N		0.00
WHKS	MN 55904-5515	11/17/2017	N	0	0.00	10,850.00
	<Emailing Stub Disabled>	11/17/2017		36882		

GL Number	Account Name	Pay Amount	Relieve Amount
417-43100-430.30	Engineering Fees	10,850.00	0.00
		10,850.00	0.00
Distribution Total		10,850.00	0.00

13610	WHKS & CO.	11/17/2017	EASTW	LITTLE EAGLES SITE REVIEW		244.48
	2905 SOUTH BROADWAY	11/30/2017	N			0.00
	ROCHESTER	11/17/2017	N	N		0.00
WHKS	MN 55904-5515	11/17/2017	N	0	0.00	244.48
	<Emailing Stub Disabled>	11/17/2017		36881		

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

GL Number	Account Name	Pay Amount	Relieve Amount
101-41900-430.30	Engineering Fees	244.48	0.00
Distribution Total		244.48	0.00

Vendor Total: 11,094.48

Ref. No.	Vendor Name	Post Date	PO Number	Bank	Invoice Description Line 2	Gross Amount
13608	WIGHAM TRUCKING & 606 HIGHWAY 42 SE	11/06/2017		EASTW	FALL 2017 STREET SWEEPING	1,595.00
	EYOTA	11/30/2017		N		0.00
WIGHAM	MN 55934	11/06/2017	0.00	N	N	0.00
	<Emailing Stub Disabled>	11/06/2017	1283	N	0	1,595.00

GL Number	Account Name	Pay Amount	Relieve Amount
101-43110-431.30	Contracted Services	1,595.00	0.00
Distribution Total		1,595.00	0.00

Vendor Total: 1,595.00

Grand Total: 49,063.92

Less Credit Memos: -78.00

Net Total: 48,985.92

Less Hand Check Total: 0.00

Outstanding Invoice Total: 48,985.92

Total Invoices: 33

Check Register Report

Date: 11/17/2017

Time: 1:32 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
EASTWOOD BANK Checks							
23290	11/17/2017	Printed		BLUECROSS	BLUE CROSS BLUE SHIELD OF MN	DECEMBER 2017 COVERAGE	4,590.00
23291	11/17/2017	Printed		VISA- BRAD	CARDMEMBER SERVICE	VEHICLE GAS; SAFETY GLASSES	611.18
23292	11/17/2017	Printed		VISA-MARLI	CARDMEMBER SERVICE	M-FILE FOLDERS PW-BATTERIES	83.00
23293	11/17/2017	Printed		MNENERGY	MINNESOTA ENERGY RESOURCES	10-2017 GAS BILLS	298.40
23294	11/17/2017	Printed		PEOPLES	PEOPLES ENERGY COOPERATIVE	NOV 2017 ELECTRIC	2,398.85
23295	11/17/2017	Printed		US BANK EQ	US BANK EQUIPMENT FINANCE	NOV SERVICE	167.00

Total Checks: 6 **Checks Total (excluding void checks): 8,148.43**

Total Payments: 6 **Bank Total (excluding void checks): 8,148.43**

Total Payments: 6 **Grand Total (excluding void checks): 8,148.43**

Manual Check

Check Register Report
PAYROLL REMITTANCE CHECKS

Emp. Code Desc.:
City Of Eyota

Date: 11/15/2017
Time: 10:20:32

Check No.	Check Date	Recon.Date	Status	Employee ID	Pay To	Check Description	Amount
23287	11/17/2017		P	PER	PERA	Remittance Check	\$1,265.15
23288	11/17/2017		P	EDC	AXA Equitable Equi-Vest	Remittance Check	\$700.00
23289	11/17/2017		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

\$ 222.84

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

Audit Trail Code: PMCHK00006434
 Posting Date: 11/9/2017

Checkbook ID: 501EYOTA

* Voided Checks

Check Number	Date	Payment Number	Vendor ID	Check Name	Amount
009364	11/9/2017	00000000000170178	15877	ADVANCED DISPOSAL SERVICES SOL	\$429.28
009365	11/9/2017	00000000000170175	13799	B AND C PLUMBING AND HEATING,	\$2,707.20
009366	11/9/2017	00000000000170177	15608	CAROLE JACOBSON	\$116.79
009367	11/9/2017	00000000000170150	11422	CITY OF EYOTA	\$17,127.00
009368	11/9/2017	00000000000170180	16779	CITY OF EYOTA	\$561.18
009369	11/9/2017	00000000000170194	800003	DIRECT SUPPLY HEALTHCARE	\$189.59
009370	11/9/2017	00000000000170153	11478	DIRECTV	\$513.03
009371	11/9/2017	00000000000170144	10035	ELDERMARK ASSISTED LIVING SOFT	\$370.00
009372	11/9/2017	00000000000170201	TEMP0000006537	FRED MILBRANDT	\$100.00
009373	11/9/2017	00000000000170158	12581	G & K SERVICES	\$66.92
009374	11/9/2017	00000000000170199	800024	HD Supply Facilities Maintenanc	\$305.85
009375	11/9/2017	00000000000170189	19115	HY-VEE NORTH	\$39.99
009376	11/9/2017	00000000000170184	18309	IN HOME REPAIRS	\$23.62
009377	11/9/2017	00000000000170197	800013	MARTIN BROS. DIST. CO., INC	\$2,590.15
009378	11/9/2017	00000000000170196	800006	MCKESSON MED.-SURGICAL MN	\$298.99
009379	11/9/2017	00000000000170166	13249	OLMSTED MEDICAL CENTER	\$57.00
009380	11/9/2017	00000000000170154	11663	PEOPLES COOPERATIVE SERVICES	\$1,719.94
009381	11/9/2017	00000000000170156	11665	ARBOR GARDENS PETTY CASH	\$292.58
009382	11/9/2017	00000000000170176	14353	SANDSTONE PROMOTIONS LLC	\$758.33
009383	11/9/2017	00000000000170200	800027	Staples Business Advantage	\$151.40
009384	11/9/2017	00000000000170148	10674	TEALWOOD CARE CENTERS, INC.	\$2,353.81
009385	11/9/2017	00000000000170146	10120	TEALWOOD MANAGEMENT	\$28,088.65
009386	11/9/2017	00000000000170171	13558	OFFICE EQUIPMENT FINANCE SERV.	\$164.51
009387	11/9/2017	00000000000170173	13782	WATER SYSTEMS COMPANY	\$173.23

Total Checks: 24

Checks Total: \$59,199.04