

CITY OF EYOTA  
CITY COUNCIL MINUTES  
DECEMBER 28, 2017

Members Present: Tyrel Clark, Tony Nelson and Ray Schuchard

Members Absent: Bryan Cornell and Kurt Holst

Staff Present: Jeff Peck, Justin Wendt, Bill MacMonegle Fire Department Chiefs; Brad Boice, Public Works Supervisor; Community Officer McFarlen 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:** Changes requested: add a Public Works Report (5.F), delete the Fire Department's Chief Training Officer's training report (5.D) and reschedule it for January, the Eagle Scout presentation (6.B) will be deleted and rescheduled to a later date, add the Fire Department's Relief Association gambling license application request as 6.B.

Motion was made by Schuchard and seconded by Nelson to approve the agenda with the noted changes. Ayes 3, Nays 0. Motion carried.

**Consent Agenda:** Motion was made by Nelson and seconded by Schuchard to approve the consent agenda items 4.A through 4.C as presented. Ayes 3, Nays 0. Motion carried.

4.A. Minutes of the December 14, 2017 regular Council meeting approved

4.B. Approve signing the 2017 engagement letter to contract with Hawkins Ash CPAs to complete the 2017 financial audit, Tom Cummings Auditor.

4.C. Authorize payment of normal invoices received prior to December 31 without additional Council approval.

**REPORTS:**

**Community Officer:** Deputy McFarlen reminded folks to not park on the streets during snow events. Also reminded folks to lock their cars and homes; and break down big boxes after the holidays so you are not advertising new purchases to thieves.

**DESCASD Sewer Board:** Schuchard reported the District's assets at \$1,247,663.50. The original lift station motor pump will need to be replaced. The personnel policy will be updated.

**Planning Commission:** Knowlton reported that the edits have been received from American Legal; the new Code of Ordinances can now be approved. The required public hearing is being scheduled by the Planning Commission, hopefully at the regular meeting on January 17.

**Fire Department:** Motion was made by Schuchard and seconded by Nelson to appoint Jeff Peck the 2018 Fire Chief and Justin Wendt as the 2018 Assistant Fire Chief. Ayes 3, Nays 0. Motion carried.

Wendt reported the Eyota Township was consulted regarding the sale of Engine 5; there have not been any offers. They discussed waiting until spring and then start dismantling the vehicle. It can be used for training, salvage any useable parts, scrap other parts and get down to just the cab and chassis. Council agreed with the plan.

**Clerks Report:** Knowlton suggested the City reimburse the Fire Relief Association for at least some of the new tables and chairs that they purchased with donated funds.

Motion was made by Schuchard and seconded by Nelson to reimburse the Fire Relief Association for the 20 chairs purchased for \$1,080.17, out of the Fire Department Fund. Ayes 3, Nays 0.  
Motion carried.

**Public Works:** Boice explained the variable frequency drive (VFD) on Well #1 burnt out on December 18 and will need to be replaced. The first proposal was received at \$5,490; but this does not include all expenses anticipated.

Motion was made by Nelson and seconded by Schuchard to approve the repair up to \$7,500. Ayes 3, Nays 0. Motion carried.

### **REGULAR AGENDA ITEMS:**

**Water Sewer Debts Owed to the City:** Notices were sent to property owners regarding delinquent water/sewer utility billings. Property owners were given the opportunity to address the Council regarding payments; no property owners were present, no comments were made. Knowlton requested to certify delinquent amounts to the tax rolls to be collected in 2018.

The total amounts are to be certified to the 2017 taxes payable in 2018. Amount will be the debt plus the County processing fee of \$30.00, interest is to be computed at 5.0% and the debt will be collected over one year.

Motion was made by Nelson and seconded by Schuchard to authorize delinquent utility bills to be certified to the tax rolls for collection in 2018 via adoption of RESOLUTION #2017-43, RESOLUTION ADOPTING ASSESSMENT FOR WATER/SEWER BILLS. Ayes 3, Nays 0.  
Motion carried.

**Eagle Scout Presentation:** This presentation (Bush Park musical type play equipment) will be rescheduled to a later date.

**Fire Relief Association Gambling License Request:** The Eyota Volunteer Fire Department Relief Association is requesting to submit a gambling license application to the State. This will be for one type of gambling (paper pull tabs) at only one location, the Greendoor (119 Center Avenue S). The City is required to approve this request before it is sent to the State.

Motion was made by Schuchard and seconded by Clark to approve the Fire Relief's request for a gambling license to conduct gambling in the City of Eyota. Ayes 3, Nays 0. Motion carried.

**Economic Development Authority (EDA) Building Incentive Program:** The EDA did not make a recommendation to continue the incentive program and waive building permit fees in 2018. It will be discussed again at a later date. In the meantime, the current 2017 program ends December 31, 2017.

**Board Opening:** There is a board seat on the EDA currently open. Interested parties should contact City Hall. The open position will be advertised.

**Video Contest:** There was one entry submitted for the most recent EDA video contest. It did not meet the contest requirements. Council Consensus: Send the submitter \$25 Eyota Bucks for his efforts and as a thank you.

**Fire Hall Improvement Project:** In order to bond (borrow) money to make major improvements to the fire hall, an election is required to obtain voter approval. State Statute regulates when elections can be held. The first available date to use the school (the City's designated polling location) is May 8. The Council agreed May 8 will be the election date. The ballot will also include a question regarding purchasing the Our Savior's Lutheran Church. Knowlton reminded the Council a cost amount needs to be determined to be included in the question.

**Accounts Payable:** Motion was made by Nelson and seconded by Schuchard to approve the accounts payable total in the amount of \$29,194.32 as presented. Ayes 3, Nays 0. Motion carried. See "Exhibit 6.E"

**Closed Meeting:** The Mayor declared the regular meeting closed at 7:29 p.m. in order to discuss employee annual reviews and wage increases.

**Annual Employee Reviews and Wages:** After the closed meeting the Council summarized the reviews and agreed earning changes.

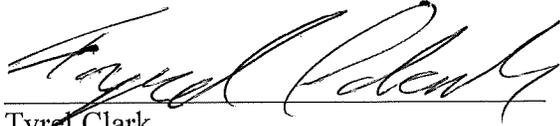
Motion was made by Nelson and seconded by Schuchard to approve an increase in the salary pay scale of 2.2% based on the CPI inflation over the last twelve months. Ayes 3, Nays 0. Motion carried.

Motion was made by Nelson and seconded by Schuchard to approve wage increases of: Clerk/Treasurer 2.9%, Public Works Supervisor 2.82%, Utility Billing Clerk 3.95%, Public Works Maintenance 4.5% and Accounting Clerk 0. Ayes 3, Nays 0. Motion carried.

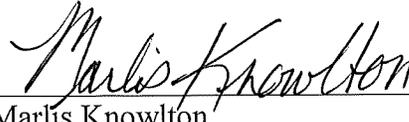
**Other Business:** Nelson requested a resolution be passed to document the Fire Relief's request to conduct lawful gambling in the City; a resolution will speed up the application process.

Motion was made by Nelson and seconded by Schuchard to approve RESOLUTION #2017-44 RESOLUTION APPROVING GAMBLING LICENSE for the Eyota Volunteer Fire Department Relief Association application to conduct charitable gambling located in the Greendoor, for one type of gambling, to be sent to the Minnesota Gambling Control Board. Ayes 3, Nays 0. Motion carried. See "Exhibit 7"

**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 8:00 p.m.



Tyrel Clark  
Mayor



Marlis Knowlton  
Clerk/Treasurer

# Council Meeting December 28, 2017

## Approval of Accounts Payable:

To be approved by Council	\$	24,829.19
Council approval after checks written		
Council approval after checks written	\$	-
Council approval after checks written	\$	-
Payroll for Council Approval		
12/15/2017 Remittance checks	\$	1,981.15
12/15/2017 Taxes paid electronically	\$	2,383.98
Remittance checks	\$	-
Taxes paid electronically	\$	-
<b>Total Accounts Payable:</b>	<b>\$</b>	<b>29,194.32</b>

<b>Total Accounts Payable</b>	<b>\$</b>	<b>29,194.32</b>
Additional Payable	\$	-
Additional Payable	\$	-
<b>Total</b>	<b>\$</b>	<b>29,194.32</b>

### FOR YOUR INFORMATION - ONLY

### ARBOR GARDENS OPERATING ACCOUNT CHECKS SIGNED FOR PAYMENT

11/22/2017	\$	24,646.23
12/7/2017	\$	69,610.50
12/21/2017	\$	33,575.23
<b>TOTAL</b>	<b>\$</b>	<b>127,831.96</b>

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.E"

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

Date: 12/26/2017

Time: 12:39 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.		
13661	B & C PLUMBING AND HEATING II	12/12/2017	EASTW	HEATER FOR PIT BELOW WATER	138.38
	9934 30TH ST SE	12/29/2017	N	TOWER	0.00
	EYOTA	12/12/2017	N	N	0.00
B & C	MN 55934	12/12/2017	0.00	0	0.00
	<Emailing Stub Disabled>	12/12/2017	296644		138.38

GL Number	Account Name	Pay Amount	Relieve Amount
601-49400-422.30	Repairs/Maintenance Buildings	138.38	0.00
Distribution Total		138.38	0.00

13689	B & C PLUMBING AND HEATING II	12/21/2017	EASTW	Chlorine Injection Filter	22.99
	9934 30TH ST SE	12/29/2017	N		0.00
	EYOTA	12/21/2017	N	N	0.00
B & C	MN 55934	12/21/2017	0.00	0	0.00
	<Emailing Stub Disabled>	12/21/2017	296736		22.99

GL Number	Account Name	Pay Amount	Relieve Amount
601-49400-422.70	Utility System Maint Supplies	22.99	0.00
Distribution Total		22.99	0.00

Vendor Total: 161.37

13681	DELTA DENTAL	12/15/2017	EASTW	JAN 2018 DENTAL	356.70
	NW5772	12/29/2017	N		0.00
	MINNEAPOLIS	12/15/2017	N	N	0.00
DELTA DENT	MN 55485-5772	12/15/2017	0.00	0	0.00
	<Emailing Stub Disabled>	12/15/2017	7134003		356.70

GL Number	Account Name	Pay Amount	Relieve Amount
101-00000-217.06	Health/Dental Insur Pay	356.70	0.00
Distribution Total		356.70	0.00

Vendor Total: 356.70

13664	DOVER-EYOTA PUBLIC SCHOOLS	12/14/2017	EASTW	DEC 12/1 & 12/15 CITY SEGMENT	76.25
	615 SOUTH AVENUE	12/29/2017	N		0.00
	EYOTA	12/14/2017	N	N	0.00
D-ESCHOOL	MN 55934	12/14/2017	0.00	0	0.00
	<Emailing Stub Disabled>	12/14/2017	12-2017 STMT		76.25

GL Number	Account Name	Pay Amount	Relieve Amount
101-41900-435.10	Legal Notices Publishing	76.25	0.00
Distribution Total		76.25	0.00

Vendor Total: 76.25

13693	DVS RENEWAL	12/26/2017	EASTW	Eyota Days Trailer	16.00
		12/29/2017	N		0.00
		12/26/2017	Y	N	0.00
DVS		12/26/2017	0.00	0	0.00
	<Emailing Stub Disabled>	12/26/2017			16.00

GL Number	Account Name	Pay Amount	Relieve Amount
101-43100-443.00	Other Miscellaneous	16.00	0.00
Distribution Total		16.00	0.00

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

Date: 12/26/2017

Time: 12:39 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				
	DVS RENEWAL	12/26/2017		EASTW	Snowmobile Trailer	
		12/29/2017		N		16.00
13694		12/26/2017		Y	N	0.00
DVS		12/26/2017	0.00	N	0	0.00
	<Emailing Stub Disabled>	12/26/2017				16.00

GL Number	Account Name	Pay Amount	Relieve Amount
101-43100-443.00	Other Miscellaneous	16.00	0.00
Distribution Total		16.00	0.00

	DVS RENEWAL	12/26/2017		EASTW	Ford Pickup	
		12/29/2017		N		16.00
13695		12/26/2017		Y	N	0.00
DVS		12/26/2017	0.00	N	0	0.00
	<Emailing Stub Disabled>	12/26/2017				16.00

GL Number	Account Name	Pay Amount	Relieve Amount
101-43100-443.00	Other Miscellaneous	16.00	0.00
Distribution Total		16.00	0.00

	DVS RENEWAL	12/26/2017		EASTW	Dump Truck	
		12/29/2017		N		16.00
13696		12/26/2017		Y	N	0.00
DVS		12/26/2017	0.00	N	0	0.00
	<Emailing Stub Disabled>	12/26/2017				16.00

GL Number	Account Name	Pay Amount	Relieve Amount
101-43100-443.00	Other Miscellaneous	16.00	0.00
Distribution Total		16.00	0.00

Vendor Total: 64.00

	CATHY ENERSON	11/16/2017		EASTW	MILAGE & REGISTRATION	
		12/29/2017		N	GOLDEN VALLEY EVENT	160.00
13677		11/16/2017		N	N	0.00
ENERSON		11/16/2017	0.00	N	0	0.00
	<Emailing Stub Disabled>	11/16/2017	11-2017 EVENT REG & MIL			160.00

GL Number	Account Name	Pay Amount	Relieve Amount
220-46500-433.10	Travel/Training/Instruction	160.00	0.00
Distribution Total		160.00	0.00

Vendor Total: 160.00

	JOHN ERICKSON	12/20/2017		EASTW	2017\ 18 SIGN RENTAL	
	30 S FRONT ST SW	12/29/2017		N		200.00
13676	EYOTA	12/20/2017		N	N	0.00
JOHNERICKS	MN 55934	12/20/2017	0.00	N	0	0.00
	<Emailing Stub Disabled>	12/20/2017	2017-2018 SIGN RENTAL			200.00

GL Number	Account Name	Pay Amount	Relieve Amount
220-46500-434.30	Advertising/Promotions	200.00	0.00
Distribution Total		200.00	0.00

Vendor Total: 200.00

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

Date: 12/26/2017

Time: 12:39 pm

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.		
	HAWKINS, INC.	11/24/2017	EASTW	CHLORINE CYLINDERS	
	PO BOX 860263	12/29/2017	N		10.00
13665	MINNEAPOLIS	11/24/2017	N	N	0.00
HAWKINS	MN 55486-0263	11/24/2017	0.00	N	0
	<Emailing Stub Disabled>	11/24/2017	4189092		<u>10.00</u>

GL Number	Account Name	Pay Amount	Relieve Amount
601-49400-421.80	General Operating Supplies	10.00	0.00
Distribution Total		10.00	0.00

Vendor Total: 10.00

Ref. No.	Vendor Name	Post Date	Bank	Invoice Description Line 2	Gross Amount
	HIAWATHA BROADBAND COM. IN	12/02/2017	EASTW	CITY HALL INTERNET & PHONE	
	58 JOHNSON STREET	12/29/2017	N		212.33
13667	WINONA	12/02/2017	N	N	0.00
HBC	MN 55987	12/02/2017	0.00	N	0
	<Emailing Stub Disabled>	12/02/2017	12-2017 STMT ACCT 71232		<u>212.33</u>

GL Number	Account Name	Pay Amount	Relieve Amount
101-41900-430.90	Computer/Software Expense	50.39	0.00
101-41900-432.10	Telephone	161.94	0.00
Distribution Total		212.33	0.00

Ref. No.	Vendor Name	Post Date	Bank	Invoice Description Line 2	Gross Amount
	HIAWATHA BROADBAND COM. IN	12/02/2017	EASTW	SHOP PHONE & INTERNET	
	58 JOHNSON STREET	12/29/2017	N		82.77
13668	WINONA	12/02/2017	N	N	0.00
HBC	MN 55987	12/02/2017	0.00	N	0
	<Emailing Stub Disabled>	12/02/2017	12-2017 ACCT 93803		<u>82.77</u>

GL Number	Account Name	Pay Amount	Relieve Amount
101-43100-430.90	Computer/Software Expense	42.25	0.00
101-43100-432.10	Telephone	40.52	0.00
Distribution Total		82.77	0.00

Ref. No.	Vendor Name	Post Date	Bank	Invoice Description Line 2	Gross Amount
	HIAWATHA BROADBAND COM. IN	12/02/2017	EASTW	FIRE DEPT PHONE & INTERNET	
	58 JOHNSON STREET	12/29/2017	N		54.91
13669	WINONA	12/02/2017	N	N	0.00
HBC	MN 55987	12/02/2017	0.00	N	0
	<Emailing Stub Disabled>	12/02/2017	12-2017 ACCT 73597		<u>54.91</u>

GL Number	Account Name	Pay Amount	Relieve Amount
210-42200-430.90	Computer/Software Expense	8.37	0.00
210-42200-430.99	township portion of 430.90	8.36	0.00
210-42200-432.10	Telephone	19.09	0.00
210-42200-432.19	township portion of 432.10	19.09	0.00
Distribution Total		54.91	0.00

Vendor Total: 350.01

Ref. No.	Vendor Name	Post Date	Bank	Invoice Description Line 2	Gross Amount
	INTERSTATE MOTOR TRUCKS, IN	12/12/2017	EASTW	ENGINE'S 6 & 7 AIRE SYSTEM PT	
	PO BOX 730	12/29/2017	N	MAINTENANCE	148.04
13659	ALBERT LEA	12/12/2017	N	N	0.00
INTERSTATE	MN 56007	12/12/2017	0.00	N	0
	<Emailing Stub Disabled>	12/12/2017	2025554		<u>148.04</u>

GL Number	Account Name	Pay Amount	Relieve Amount
210-42200-422.10	Repairs/Maintenance Equipment	74.02	0.00
210-42200-422.19	township portion of 422.10	74.02	0.00
Distribution Total		148.04	0.00

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

Date: 12/26/2017

Time: 12:39 pm

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.		

Vendor Total: 148.04

13658	MANAHAN MACHINE SHOP, INC	11/30/2017	EASTW	MODIFY TANKER 3 PUMP MUFFLI	
	7051 100TH AVENUE S.E.	12/29/2017	N	MACHINE ADAPTOR PLATE	264.33
	CHATFIELD	11/30/2017	N	N	0.00
MANAHAN	MN 55923	11/30/2017	N	0	0.00
	<Emailing Stub Disabled>	11/30/2017	64939		264.33

GL Number	Account Name	Pay Amount	Relieve Amount
210-42200-422.19	township portion of 422.10	264.33	0.00
Distribution Total		264.33	0.00

Vendor Total: 264.33

13670	MENARDS - ROCHESTER SOUTH	12/07/2017	EASTW	BATTERIES FOR SCVA & DUCK T/	
	3000 S. BROADWAY	12/29/2017	N		62.79
	ROCHESTER	12/07/2017	N	N	0.00
MENARDS	MN 55904-5598	12/07/2017	N	0	0.00
	<Emailing Stub Disabled>	12/07/2017	63543		62.79

GL Number	Account Name	Pay Amount	Relieve Amount
210-42200-422.10	Repairs/Maintenance Equipment	31.40	0.00
210-42200-422.19	township portion of 422.10	31.39	0.00
Distribution Total		62.79	0.00

Vendor Total: 62.79

13691	NAPA AUTO PARTS	12/21/2017	EASTW	Headlight - pickup snowplow	
	103 1 2 NW DIVISION ST	12/29/2017	N		41.99
	CHATFIELD	12/21/2017	N	N	0.00
NAPA CHAT	MN 55923	12/21/2017	N	0	0.00
	<Emailing Stub Disabled>	12/21/2017	656941		41.99

GL Number	Account Name	Pay Amount	Relieve Amount
101-43125-422.10	Repairs/Maintenance Equipment	41.99	0.00
Distribution Total		41.99	0.00

Vendor Total: 41.99

13671	IRIS NEUMANN	11/30/2017	EASTW	FARMERS MARKET EXPENSES	
	319 HELEN CT SW	12/29/2017	N		146.60
	EYOTA	11/30/2017	N	N	0.00
NEUMANN	MN 55934	11/30/2017	N	0	0.00
	<Emailing Stub Disabled>	11/30/2017	2017 EXPENSES		146.60

GL Number	Account Name	Pay Amount	Relieve Amount
220-46600-434.30	Advertising/Promotions	29.40	0.00
220-46600-421.80	General Operating Supplies	117.20	0.00
Distribution Total		146.60	0.00

Vendor Total: 146.60

13683	BRENT NIGON	12/20/2017	EASTW	STRAW FOR SUMMERFIELD REP.	
	8100 30TH ST SE	12/29/2017	N	SEWER MAIN	25.00
	EYOTA	12/20/2017	N	N	0.00
NIGON/BREN	MN 55934	12/20/2017	N	0	0.00
	<Emailing Stub Disabled>	12/20/2017	12-2017 STRAW		25.00

GL Number	Account Name	Pay Amount	Relieve Amount
-----------	--------------	------------	----------------

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

Date: 12/26/2017

Time: 12:39 pm

Page 5

City of Eyota

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				

602-49450-422.86	Utility Repairs					25.00	0.00
<b>Distribution Total</b>						<b>25.00</b>	<b>0.00</b>

Vendor Total: 25.00

13687	PC APPLICATIONS CONSULTANT:	12/21/2017		EASTW	Godaddy renew & new internet		580.00
	200 SOUTH MAIN STREET	12/29/2017		N			0.00
BROWNCHAF	STEWARTVILLE	12/21/2017		N	N		0.00
	MN 55976	12/21/2017	0.00	N	0		0.00
	<Emailing Stub Disabled>	12/21/2017	14199				580.00

GL Number	Account Name	Pay Amount	Relieve Amount
101-41900-430.90	Computer/Software Expense	420.00	0.00
101-41900-430.90	Computer/Software Expense	160.00	0.00
<b>Distribution Total</b>		<b>580.00</b>	<b>0.00</b>

Vendor Total: 580.00

13685	PEARSON BACKHOE SERVICE IN	12/05/2017		EASTW	2 LOADS OF CONCRETE BLOCK I		350.00
	24330 RICHLAND RD	12/29/2017		N	COMPOST SITE		0.00
PEARSON	ST. CHARLES	12/05/2017		N	N		0.00
	MN 55972	12/05/2017	0.00	N	0		0.00
	<Emailing Stub Disabled>	12/05/2017	5637				350.00

GL Number	Account Name	Pay Amount	Relieve Amount
101-41900-431.00	Other Professional Services	350.00	0.00
<b>Distribution Total</b>		<b>350.00</b>	<b>0.00</b>

Vendor Total: 3,600.00

13688	PEARSON BACKHOE SERVICE IN	12/21/2017		EASTW	Sanit Sewer Repair Keefe Addt		3,600.00
	24330 RICHLAND RD	12/29/2017		N			0.00
PEARSON	ST. CHARLES	12/21/2017		N	N		0.00
	MN 55972	12/21/2017	0.00	N	0		0.00
	<Emailing Stub Disabled>	12/21/2017	5652				3,600.00

GL Number	Account Name	Pay Amount	Relieve Amount
602-49450-422.86	Utility Repairs	3,600.00	0.00
<b>Distribution Total</b>		<b>3,600.00</b>	<b>0.00</b>

Vendor Total: 3,950.00

13692	JEFFREY PECK	12/22/2017		EASTW	Pager Batteries - 5 - Amazon		97.50
	PO BOX 872	12/29/2017		N			0.00
PECK	EYOTA	12/22/2017		N	N		0.00
	MN 55934	12/22/2017	0.00	N	0		0.00
	<Emailing Stub Disabled>	12/22/2017					97.50

GL Number	Account Name	Pay Amount	Relieve Amount
210-42200-422.10	Repairs/Maintenance Equipment	48.75	0.00
210-42200-422.19	township portion of 422.10	48.75	0.00
<b>Distribution Total</b>		<b>97.50</b>	<b>0.00</b>

Vendor Total: 97.50

13682	ROCHESTER PLUMBING & HEATI	12/12/2017		EASTW	VIDEO SEWER LINES IN SUMMEF		2,001.37
	2840 WILDER ROAD NW	12/29/2017		N			0.00
ROCH.PLUME	ROCHESTER	12/12/2017		N	N		0.00
	MN 55903-7125	12/12/2017	0.00	N	0		0.00
	<Emailing Stub Disabled>	12/12/2017	95531				2,001.37

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

Date: 12/26/2017

Time: 12:39 pm

Page 6

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				

GL Number	Account Name	Pay Amount	Relieve Amount
602-49450-422.86	Utility Repairs	2,001.37	0.00
<b>Distribution Total</b>		<b>2,001.37</b>	<b>0.00</b>

Vendor Total: 2,001.37

13690	SCHWAAB, INC	12/19/2017		EASTW	Payment Recv'd Date Stamp	
	P.O. BOX 3128	12/29/2017		N		73.50
SCHWAAB	MILWAUKEE	12/19/2017		N	N	0.00
	WI 53201-3128	12/19/2017	0.00	N	0	0.00
	<Emailing Stub Disabled>	12/19/2017	B057327			73.50

GL Number	Account Name	Pay Amount	Relieve Amount
601-49400-420.00	Office Supplies	36.75	0.00
602-49450-420.00	Office Supplies	36.75	0.00
<b>Distribution Total</b>		<b>73.50</b>	<b>0.00</b>

Vendor Total: 73.50

13678	SIM SOUND & VIDEO, INC	12/13/2017		EASTW	ORGANIZE & MOVE EQUIP CABIN	
	1732 WEST 5TH STREET	12/29/2017		N		855.25
SIMSOUND	WINONA	12/13/2017		N	N	0.00
	MN 55987	12/13/2017	0.00	N	0	0.00
	<Emailing Stub Disabled>	12/13/2017	8235			855.25

GL Number	Account Name	Pay Amount	Relieve Amount
101-41900-430.90	Computer/Software Expense	855.25	0.00
<b>Distribution Total</b>		<b>855.25</b>	<b>0.00</b>

Vendor Total: 855.25

13680	SIMPSON AUTO REPAIR	12/20/2017		EASTW	REPAIR FAN SWITCH ON FORD	
	315 CENTER AVE SOUTH	12/29/2017		N		77.73
SIMPSON AU	EYOTA	12/20/2017		N	N	0.00
	MN 55934	12/20/2017	0.00	N	0	0.00
	<Emailing Stub Disabled>	12/20/2017	ORDER# 2363			77.73

GL Number	Account Name	Pay Amount	Relieve Amount
101-43100-422.10	Repairs/Maintenance Equipment	77.73	0.00
<b>Distribution Total</b>		<b>77.73</b>	<b>0.00</b>

Vendor Total: 77.73

13663	ST. JOSEPH EQUIPMENT, INC.	12/04/2017		EASTW	LOADER & DUMPTRUCK MAIN PA	
	N1751 CTY ROAD M	12/29/2017		N		103.91
ST.JOSEPH	LA CROSSE	12/04/2017		N	N	0.00
	WI 54601	12/04/2017	0.00	N	0	0.00
	<Emailing Stub Disabled>	12/04/2017	P28659			103.91

GL Number	Account Name	Pay Amount	Relieve Amount
101-43100-422.10	Repairs/Maintenance Equipment	2.81	0.00
101-43100-422.10	Repairs/Maintenance Equipment	101.10	0.00
<b>Distribution Total</b>		<b>103.91</b>	<b>0.00</b>

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

Date: 12/26/2017

Time: 12:39 pm

Page 7

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.		
	ST. JOSEPH EQUIPMENT, INC.	12/04/2017	EASTW	LOADER REPAIR PARTS; 1/4 HOS	
	N1751 CTY ROAD M	12/29/2017	N	COUPLING, FITTING,	100.78
13666	LA CROSSE	12/04/2017	N	N	0.00
ST.JOSEPH	WI 54601	12/04/2017	0.00	N	0
	<Emailing Stub Disabled>	12/04/2017	P28655		100.78

GL Number	Account Name	Pay Amount	Relieve Amount
101-43100-422.10	Repairs/Maintenance Equipment	100.78	0.00
Distribution Total		100.78	0.00

Vendor Total: 204.69

	SUN LIFE FINANCIAL	12/14/2017	EASTW	JANUARY COVERAGE	
	PO BOX 7247- 0381	12/29/2017	N		514.74
13662	PHILADELPHIA	12/14/2017	N	N	0.00
SUNLIFE	PA 19170-0381	12/14/2017	0.00	N	0
	<Emailing Stub Disabled>	12/14/2017	1-2018		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

	THOMPSON & WARD ELECTRIC I	12/16/2017	EASTW	electrical repairs	
	5810 GLENBROOK CT SE	12/29/2017	N		365.00
13686	ROCHESTER	12/16/2017	N	N	0.00
THOMP&WAF	MN 55904	12/16/2017	0.00	N	0
	<Emailing Stub Disabled>	12/16/2017	2828		365.00

GL Number	Account Name	Pay Amount	Relieve Amount
230-45200-422.30	Repairs/Maintenance Buildings	111.00	0.00
210-42200-422.30	Repairs/Maintenance Buildings	114.00	0.00
601-49400-422.86	Utility Repairs	140.00	0.00
Distribution Total		365.00	0.00

Vendor Total: 365.00

	VERIZON	12/08/2017	EASTW	CELL CHARGES THRU 12-8	
	P.O. BOX 25505	12/29/2017	N		127.51
13679	LEHIGH VALLEY	12/08/2017	N	N	0.00
VERIZON	PA 18002-5505	12/08/2017	0.00	N	0
	<Emailing Stub Disabled>	12/08/2017	9797710111		127.51

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

Vendor Total: 127.51

	JUSTIN WENDT	12/18/2017	EASTW	MAINT PARTS FOR AIR COMPRES	
	362 5TH STREET NE	12/29/2017	N	FOR FIRETRUCK TIRES	100.81
13673	EYOTA	12/18/2017	N	N	0.00
WENDT J	MN 55934	12/18/2017	0.00	N	0
	<Emailing Stub Disabled>	12/18/2017	12-18-17 EXPENSES		100.81

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

Date: 12/26/2017

Time: 12:39 pm

Page 8

City of Eyota

Ref. 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
----------	---	---	---	-------------------------------------	--	--

GL Number	Account Name	Pay Amount	Relieve Amount
210-42200-422.10	Repairs/Maintenance Equipment	50.41	0.00
210-42200-422.19	township portion of 422.10	50.40	0.00
<b>Distribution Total</b>		<b>100.81</b>	<b>0.00</b>

Vendor Total: 100.81

13672	WHKS & CO. 2905 SOUTH BROADWAY ROCHESTER MN 55904-5515 <Emailing Stub Disabled>	12/14/2017 12/29/2017 12/14/2017 12/14/2017 12/14/2017		0.00	EASTW N N N N	2018 STREET PROJECT SERVICES 10/28 - 11/24 N 0	12,400.00 0.00 0.00 <u>12,400.00</u>
-------	---	--	--	------	---------------------------	---	---

GL Number	Account Name	Pay Amount	Relieve Amount
417-43100-430.30	Engineering Fees	12,400.00	0.00
<b>Distribution Total</b>		<b>12,400.00</b>	<b>0.00</b>

Vendor Total: 12,400.00

13684	WIESER PRECAST STEPS 946 HWY 63 SE STEWARTVILLE MN 55976 <Emailing Stub Disabled>	12/13/2017 12/29/2017 12/13/2017 12/13/2017 12/13/2017		0.00	EASTW N N N N	MANHOLE RISERS - REPAIRS	581.75 0.00 <u>0.00</u> 581.75
-------	---	--	--	------	---------------------------	--------------------------	---

GL Number	Account Name	Pay Amount	Relieve Amount
602-49450-422.86	Utility Repairs	581.75	0.00
<b>Distribution Total</b>		<b>581.75</b>	<b>0.00</b>

Vendor Total: 581.75

13660	ZEP MANUFACTURING CO. 13237 COLLECTIONS CENTER DF CHICAGO IL 60693-0132 <Emailing Stub Disabled>	12/05/2017 12/29/2017 12/05/2017 12/05/2017 12/05/2017		0.00	EASTW N N N N	MISC CLEANING & SHOP SUPPLII	357.26 0.00 <u>0.00</u> 357.26
-------	--	--	--	------	---------------------------	------------------------------	---

GL Number	Account Name	Pay Amount	Relieve Amount
101-43100-421.50	Shop Supplies	246.05	0.00
101-43100-421.80	General Operating Supplies	25.16	0.00
230-45200-421.80	General Operating Supplies	50.32	0.00
101-43100-422.10	Repairs/Maintenance Equipment	35.73	0.00
<b>Distribution Total</b>		<b>357.26</b>	<b>0.00</b>

Vendor Total: 357.26

13674	MARVIN H ZIMMERMAN P.O. BOX 307 EYOTA MN 55934 <Emailing Stub Disabled>	12/10/2017 12/29/2017 12/10/2017 12/10/2017 12/10/2017		0.00	EASTW N N Y N	PLOW CITY HALL SIDEWALK-201'	250.00 0.00 <u>0.00</u> 250.00
-------	---	--	--	------	---------------------------	------------------------------	---

GL Number	Account Name	Pay Amount	Relieve Amount
101-43125-431.30	Contracted Services	250.00	0.00
<b>Distribution Total</b>		<b>250.00</b>	<b>0.00</b>

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

Date: 12/26/2017

Time: 12:39 pm

Page 9

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				
	MARVIN H ZIMMERMAN	12/10/2017		EASTW	FIREHALL SNOWPLOW SIDWALK	225.00
	P.O. BOX 307	12/29/2017		N		0.00
13675	EYOTA	12/10/2017		N	N	0.00
MARV S	MN 55934	12/10/2017	0.00	Y	0	0.00
	<Emailing Stub Disabled>	12/10/2017	2017 FIRE DEPT SNOW PL			225.00

GL Number	Account Name	Pay Amount	Relieve Amount
101-43125-431.30	Contracted Services	225.00	0.00
Distribution Total		225.00	0.00
	Vendor Total:		475.00

Total Invoices: 39

Grand Total:	24,829.19
Less Credit Memos:	0.00
Net Total:	24,829.19
Less Hand Check Total:	0.00
Outstanding Invoice Total:	24,829.19

**Check Register Report**  
PAYROLL REMITTANCE CHECKS

Emp. Code Desc.:  
City Of Eyota

Date: 12/13/2017  
Time: 14:39:50

Check No.	Check Date	Recon.Date	Status	Employee ID	Pay To	Check Description	Amount
23345	12/15/2017		P	PER	PERA	Remittance Check	\$1,265.15
23346	12/15/2017		P	EDC	AXA Equitable Equi-Vest	Remittance Check	\$700.00
23347	12/15/2017		P	NCP	NCPERS Minnesota-45620	Remittance Check	\$16.00
<b>Total Checks: 3</b>							<b>Sub-Total: \$1,981.15</b>
							<b>Total Void/Stop Payment: \$0.00</b>
							<b>Grand Total: \$1,981.15</b>

*Electronically Paid Taxes*

*\$ 2383.98*

Arbor Gardens of Eyota

Check Number: 009388

To: TEALWOOD MANAGEMENT

10120

Date: 11/22/2017

Invoice Number

Date

Facility/Phone Number

Amount

Paid Amount

SALES000000007657

November 22, 2017

\$24,646.23

\$24,646.23

TOTALS:

\$24,646.23

\$24,646.23

TO VERIFY AUTHENTICITY, SEE REVERSE SIDE FOR DESCRIPTION OF THE 11 SECURITY FEATURES

Arbor Gardens of Eyota

Single Copy

009388

535 Canyon Drive NW  
Eyota, MN 55934  
(507) 545-3999

372 St. Peter St.  
St. Paul, MN 55102  
(651) 290-2424

096010415

DATE

AMOUNT

11/22/2017

\$24,646.23

Twenty Four Thousand Six Hundred Forty Six Dollars and 23 Cents

Pay to the Order of:

TEALWOOD MANAGEMENT

7400 WEST 109TH STREET  
BLOOMINGTON, MN 55438

Mary B Toulouse

VOID AFTER 90 DAYS

⑈009388⑈

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

Audit Trail Code: PMCHK00006574  
 Posting Date: 12/7/2017

Checkbook ID: 501EYOTA

\* Voided Checks

Check Number	Date	Payment Number	Vendor ID	Check Name	Amount
009389	12/7/2017	00000000000173837	17048	ALICIA ANDERS	\$34.30
009390	12/7/2017	00000000000173831	13799	B AND C PLUMBING AND HEATING,	\$4,800.00
009391	12/7/2017	00000000000173840	800001	BBC LIGHTING & SUPPLY	\$105.00
009392	12/7/2017	00000000000173834	16023	BECKLEY'S OFFICE PRODUCTS	\$36.50
009393	12/7/2017	00000000000173841	800002	BRIGGS CORPORATION	\$65.23
009394	12/7/2017	00000000000173832	15420	CHATFIELD LUMBER CO, INC	\$12.75
009395	12/7/2017	00000000000173820	11422	CITY OF EYOTA	\$17,127.00
009396	12/7/2017	00000000000173835	16779	CITY OF EYOTA	\$551.18
009397	12/7/2017	00000000000173824	12498	CLAREY'S SAFETY EQUIPMENT	\$112.00
009398	12/7/2017	00000000000173823	12420	CLEAN EDGE	\$1,063.01
009399	12/7/2017	00000000000173842	800003	DIRECT SUPPLY HEALTHCARE	\$732.97
009400	12/7/2017	00000000000173821	11478	DIRECTV	\$513.03
009401	12/7/2017	00000000000173822	11483	DOVER-EYOTA PUBLIC SCHOOLS	\$17.50
009402	12/7/2017	00000000000173812	10035	ELDERMARK ASSISTED LIVING SOFT	\$185.00
009403	12/7/2017	00000000000173843	800005	ENCOMPASS	\$21.45
009404	12/7/2017	00000000000173825	12581	G & K SERVICES	\$66.92
009405	12/7/2017	00000000000173833	15641	HIAWATHA BROADBAND COMMUNICATI	\$274.12
009406	12/7/2017	00000000000173839	18309	IN HOME REPAIRS	\$128.60
009407	12/7/2017	00000000000173838	17775	J.T. FLORAL AND GIFT	\$69.79
009408	12/7/2017	00000000000173845	800013	MARTIN BROS. DIST. CO., INC	\$4,799.82
009409	12/7/2017	00000000000173844	800006	MCKESSON MED.-SURGICAL MN	\$312.55
009410	12/7/2017	00000000000173836	16847	MED CITY BREWING	\$150.00
009411	12/7/2017	00000000000173813	10051	CAPITAL ONE COMMERCIAL	\$33.69
009412	12/7/2017	00000000000173814	10081	METRO SALES, INC.	\$59.67
009413	12/7/2017	00000000000173819	10748	MINNESOTA ENERGY RESOURCES	\$781.28
009414	12/7/2017	00000000000173828	13249	OLMSTED MEDICAL CENTER	\$19.00
009415	12/7/2017	00000000000173826	12954	PEPSI-COLA OF ROCHESTER, MN	\$20.00
009416	12/7/2017	00000000000173815	10093	Plunketts Pest Control	\$92.24
009417	12/7/2017	00000000000173827	13123	ST. CHARLES PRESS	\$268.80
009418	12/7/2017	00000000000173846	800022	STANLEY TECHNOLOGIES	\$285.42
009419	12/7/2017	00000000000173848	800027	Staples Business Advantage	\$81.40
009420	12/7/2017	00000000000173818	10674	TEALWOOD CARE CENTERS, INC.	\$7,538.73
009421	12/7/2017	00000000000173816	10120	TEALWOOD MANAGEMENT	\$27,956.11
009422	12/7/2017	00000000000173817	10238	TKE CORP	\$1,011.02
009423	12/7/2017	00000000000173829	13558	OFFICE EQUIPMENT FINANCE SERV.	\$164.51
009424	12/7/2017	00000000000173830	13782	WATER SYSTEMS COMPANY	\$91.07
009425	12/7/2017	00000000000173849	TEMP0000006695	WILLIAM HERBER	\$28.84

Total Checks: 37

Checks Total: \$69,610.50

System: 12/21/2017 10:31:23 AM  
User Date: 12/21/2017

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: PMCHK00006665  
Posting Date: 12/21/2017

Checkbook ID: 501EYOTA

\* Voided Checks

Check Number	Date	Payment Number	Vendor ID	Check Name	Amount
009426	12/21/2017	00000000000175652	15877	ADVANCED DISPOSAL SERVICES SOL	\$431.98
009427	12/21/2017	00000000000175650	13799	B AND C PLUMBING AND HEATING,	\$131.86
009428	12/21/2017	00000000000175656	800003	DIRECT SUPPLY HEALTHCARE	\$215.18
009429	12/21/2017	00000000000175649	12581	G & K SERVICES	\$66.92
009430	12/21/2017	00000000000175653	16693	GRANT WACHTER	\$90.00
009431	12/21/2017	00000000000175651	15641	HIAWATHA BROADBAND COMMUNICATI	\$277.08
009432	12/21/2017	00000000000175660	800024	HD Supply Facilities Maintenanc	\$127.56
009433	12/21/2017	00000000000175654	18309	IN HOME REPAIRS	\$84.83
009434	12/21/2017	00000000000175658	800013	MARTIN BROS. DIST. CO., INC	\$2,632.71
009435	12/21/2017	00000000000175642	10081	METRO SALES, INC.	\$67.65
009436	12/21/2017	00000000000175647	10748	MINNESOTA ENERGY RESOURCES	\$1,232.31
009437	12/21/2017	00000000000175646	10695	MN DEPT OF HEALTH COMPLIANCE M	\$1,656.00
009438	12/21/2017	00000000000175648	11663	PEOPLES COOPERATIVE SERVICES	\$1,589.51
009439	12/21/2017	00000000000175643	10093	Plunketts Pest Control	\$92.24
009440	12/21/2017	00000000000175661	800027	Staples Business Advantage	\$197.57
009441	12/21/2017	00000000000175645	10674	TEALWOOD CARE CENTERS, INC.	\$860.11
009442	12/21/2017	00000000000175644	10120	TEALWOOD MANAGEMENT	\$23,821.72

Total Checks: 17

Checks Total: \$33,575.23  
=====

**RESOLUTION #2017-44**  
**RESOLUTION APPROVING GAMBLING LICENSE**

WHEREAS, the Eyota Volunteer Fire Department Relief Association is applying to conduct charitable gambling located in the Greendoor at 119 Center Avenue S, Eyota, Minnesota, and

WHEREAS, the Relief Association is applying for one type of gambling, paper pull tabs at this time,

NOW THEREFORE, the City Council of the City of Eyota approves the application, which will be sent to the Minnesota Gambling Control Board.

Motion for the adoption of the foregoing resolution was made by council member Nelson and duly seconded by council member Schuchard, and upon a vote being taken the following voted in favor thereof:

Clark, Nelson and Schuchard

and the following voted against the same: None  
and the following were absent: Cornell and Holst

Whereupon, said resolution was declared duly passed and adopted this 28th day of December 2017.

---

Marlis Knowlton  
Clerk/Treasurer

---

Tyrel Clark  
Mayor

"Exhibit 7"