



CITY OF SPRING PARK
CITY COUNCIL AGENDA
MARCH 15, 2021 – 7:00 PM
SPRING PARK CITY HALL

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ADOPT MEETING AGENDA
4. ADOPT CONSENT AGENDA*
 - a. Approve City Council Work Session Meeting Minutes from February 16, 2021
 - b. Approve Regular City Council Meeting Minutes from February 16, 2021
 - c. Approve Special City Council Work Session Meeting Minutes from March 9, 2021
 - d. Garbage Hauler Licenses
 - e. LMCD Port of Call Applications
5. PUBLIC FORUM**
6. PRESENTATIONS & GUEST SPEAKERS
7. PUBLIC HEARINGS
8. PETITIONS, REQUESTS, & APPLICATIONS
9. ORDINANCES & RESOLUTIONS
10. REPORTS OF OFFICERS AND COMMITTEES
 - a. Mayor & Council
 - b. City Staff
 - c. Contract Staff
11. NEW BUSINESS & COMMUNICATIONS
12. CLAIMS FOR PAYMENT
 - a. March 15, 2021 Claims
13. UPCOMING MEETINGS & TRAINING
 - a. March 23 – Special Work Session Meeting – 6:00 PM
 - b. March 24 – LMCD Work Session followed by Regular Meeting – 6:00 PM
 - c. April 5 – Regular City Council Meeting – 7:00 PM
14. MISCELLANEOUS (INFORMATION ONLY)
15. ADJOURNMENT

* The Consent Agenda lists those items of business which are considered to be routine, recommended for approval, and/or which need no discussion. The several separate items listed on the Consent Agenda are acted upon by one motion. There will be no separate discussion of these items unless a Council Member makes a request, in which event the item will be removed from the Consent Agenda and placed elsewhere on the regular agenda for Council discussion and action.

** Under Public Forum individuals may address the City Council about any item not contained on the regular agenda. Each speaker should keep their statements to three minutes to allow sufficient time for others. The Council will take no official action on items discussed at the forum, with the exception of referral to staff for future report.



CITY OF SPRING PARK
 WORK SESSION MINUTES
 FEBRUARY 16, 2021 – 6:00 PM
 SPRING PARK CITY HALL

CALL TO ORDER

Present: Mark Chase, Jeff Hoffman, Pamela Horton, and Gary Hughes
 Remote: Jerome P. Rockvam
 Vice Mayor Hughes chaired the meeting.

1. 6:06 – Interim-Use Permit Inspection Discussion
 - a. International Property Maintenance Code (IPMC) Example
 - b. Modified & Condensed Inspection Checklist Example

Tolsma gave an update on the Interim-Use Permit inspection process. At a recent staff meeting Scott Qualle, Mary Tietjen, Al Brixius, and himself brainstormed to come up with options of what type of inspection should be done. The type of process they envisioned was akin to a property maintenance inspection. Tolsma brought forward an example of the International Property Maintenance Code and a modified & condensed inspection checklist example for discussion. Thoughts were to make sure the rental has basic health and safety measures in place, not going in to make sure a house in the 1950's meets today's standards. The examples were reviewed. Discussion was had on going line by line and have Council decide which items are most important.

Horton stated she had gone through the condensed example and is in favor of that type of form. Chase also went through line by line and questioned how specific the inspection is going to be. For example, if it states the exit door should be 6'8" tall, what happens if it is 6'7.5". Will we require a new door? Tolsma stated that as a council you can make that decision. He envisioned starting with essentials and list what we want to see and not go beyond that. If we are not concerned about a door being 6'8" then do not put that portion in and focus on critical information. Consensus was to condense into a checklist to make sure basic health and safety features are met.

Chase questioned where we are at in terms of enforcement with short-term rentals in general. Tolsma stated an enforcement letter was prepared and the first one went out last week to one property that is advertising as a short-term rental. The City is aware of a couple more and letters will be sent out to those properties as well. Further discussion was had on enforcement. Tolsma stated the City will have to multitask and work on enforcement and the inspection checklist. Tolsma stated he has been in contact with Anton, he can go forward with his booked rentals until the inspection aspect is figured out. Discussion was had on if it would be appropriate to go to Anton informally to see if the checklist is in line with what the Council is trying to accomplish. Joe ??, assistant City Attorney stated that when developing the standards, it would be appropriate to discuss with Anton and anyone that could acquire the Interim Use Permit.

Hoffman commented that items on the checklist are either non construction items or structural. He stated the bigger picture is whether the City wants to enforce the structural elements of the inspection and his

opinion is yes, because our focus is health and safety. Rockvam questioned how much money will be spent and discussion was on costs and fees.

Tolsma stated he will draft an inspection report checklist in our format as discussed and bring to the next regular Council meeting for approval.

Further discussion was had on if the City should do an informal inspection with Anton to see if we are way out of line in the specifications. Hoffman stated he is not against it but does not want to tailor to one property. He stated what we really need to consider is items 1 and 2 because they are structural. Consensus was to look at 1 and 2 and what would protect the tenants and the City and not do the informal inspection.

Discussion was had on the concrete planks and improvement to the boat ramp property at Sunset Drive.

2. 6:50 – Fee Schedule Discussion

Tolsma handed out previous costs involved in residential variances and conditional use permits. The average cost in the last four years for a residential variance is \$1,800 and the current fee is \$750. Tolsma questioned how the City wants to approach variances. Are we bettering the community or is this something that is applicant driven and they should pay, or do we want to meet somewhere in the middle?

Horton inquired to where other communities fit in. Tolsma stated ours would be different because it is contract staff, and we get invoiced. Rockvam stated we should pass the fees on and discussion was had on establishing an increased base fee and escrow. Tolsma stated a \$1,000 base and \$1,500 escrow seems typical and would be his recommendation. Consensus was to agree and have Tolsma bring forward increasing the fees for variance and conditional use permit to the next Council meeting. Tolsma will also bring forward a fee for the interim use permit for the next council meeting.

Hughes reported on the LMCD meeting. The Commission received a multiple dock application from Back Channel Brewing. Currently they have 4 docks and want to add an additional 16 transient docks. The matter will also go to Water Patrol, DNR and other organizations as needed. The LMCD wanted to make sure the City is aware of the application.

7:03 – Adjourn

There being no further discussion, Hughes adjourned the meeting.



CITY OF SPRING PARK
 CITY COUNCIL MINUTES
 FEBRUARY 16, 2021 – 7:00 PM
 SPRING PARK CITY HALL

1. CALL TO ORDER

The following Council Members were present: Mark Chase, Jeff Hoffman, Pamela Horton, and Gary Hughes. Jerome P. Rockvam was absent. Vice-Mayor Hughes chaired the meeting.

2. PLEDGE OF ALLEGIANCE

Hughes led the audience in the Pledge of Allegiance.

3. ADOPT MEETING AGENDA

Council Member Hughes motioned, being seconded by Council Member Horton to approve the agenda as presented. On vote being taken, the motion was unanimously approved.

4. ADOPT CONSENT AGENDA

Council Member Hoffman motioned, being seconded by Council Member Horton to approve:

- a. Approval of City Council Work Session Meeting Minutes from January 19, 2020
- b. Approval of Regular City Council Meeting Minutes from January 19, 2020

On vote being taken, the motion was unanimously approved.

5. PUBLIC FORUM - none

6. PRESENTATIONS & GUEST SPEAKERS - none

7. PUBLIC HEARINGS - none

8. PETITIONS, REQUESTS, & APPLICATIONS - none

9. ORDINANCES & RESOLUTIONS - none

10. REPORTS OF OFFICERS AND COMMITTEES

a. Mayor & Council

Chase reported on the LMCC meeting and the possibility of adding a recording light to the Council Chambers. Jim at LMCC said it might be a possibility and will reach out to Tolsma. Tolsma stated he did speak with Jim on the matter and they will work on adding the light. Hughes and Tolsma updated Council on the Fire Commission meeting.

b. City Staff

i. Liability Limit Waiver

Tolsma reviewed an annual item of business regarding liability coverage with the League of MN Cities. Tolsma stated historically the City does not to waive the monetary limits.

Council Member Chase motioned, being seconded by Council Member Hoffman to reaffirm the City's decision not to waive the monetary limits on municipal tort liability established by MN Statute 466.04. On vote being taken, the motion was unanimously approved.

c. Contract Staff - none

11. NEW BUSINESS & COMMUNICATIONS – none

12. CLAIMS FOR PAYMENT

a. February 16, 2021 Claims

Council Member Horton motioned, being seconded by Council Member Hoffman to approve claims for payment that have been submitted. On vote being taken, the motion was unanimously approved.

13. UPCOMING MEETINGS & TRAINING

- a. February 24 – LMCD Work Session followed by Regular Meeting – 6:00 PM
- b. CANCELLED: March 1 – Regular City Council Meeting – 7:00 PM
- c. March 10 – LMCD Work Session followed by Regular Meeting – 6:00 PM
- d. March 10 – Planning Commission Meeting – 6:00 PM
- e. March 15 – Regular City Council Meeting – 7:00 PM

14. MISCELLANEOUS (INFORMATION ONLY)

a. PeopleService December Report

15. ADJOURNMENT

There being no further discussion, Hoffman motioned, being seconded by Chase to adjourn the meeting at 7:15 p.m. On vote being taken, the motion was unanimously approved.

Jennifer Nelson, City Clerk

Dan Tolsma, City Administrator



CITY OF SPRING PARK
 SPECIAL WORK SESSION MINUTES
 MARCH 9, 2021 – 6:00 PM
 SPRING PARK CITY HALL

CALL TO ORDER

Present: Jerome P. Rockvam, Mark Chase, Jeff Hoffman, Pamela Horton, and Gary Hughes
 Mayor Rockvam chaired the meeting.

Others present: City Administrator Dan Tolsma, Orono Public Works Director Adam Edwards, Orono Finance Director Ron Olson, Shawn Wilson and Greg Stang with PeopleService, Mike Mason

6:00 – ORONO PUBLIC WORKS PROPOSAL DISCUSSION

- A. Introductions
- B. Orono Public Works Overview

Orono Public Works Director Adam Edwards gave an overview of Orono’s Public Works organizational structure and existing responsibilities. Edwards reviewed their existing equipment and capabilities. The one piece of equipment that he identified as a possible procurement that would come about as part of any agreement with Spring Park is a one ton or three-quarter ton utility pickup. Edwards stated like many cities the City of Orono have all their utilities and most of their assets geographically located in a GIS System. He also discussed the workflow management system, Cartegraph, that works with the GIS system and allows them to track the work effort and resources of their assets. The system will facilitate communication and allow Orono to provide the Spring Park City Administrator and City Council detailed reports of work effort and activities. They can also track workflow of non-asset things like mowing or fixing equipment and administrative items. Edwards displayed the system and reviewed how it works including possible work order options. The system in place is a way for Orono to provide the transparency to Spring Park if we went forward with an agreement.

Tolsma inquired to the level of staff involvement on a day-to-day basis of the system and how much time is spent on it. Edwards stated supervisors spend more time on it doing project management, but the average worker spends maybe a few minutes a day. Edwards gave more specifics on the day-to-day tasks and how the system works. Rockvam inquired to the available reports and the process of updating Spring Park and Edwards reviewed the accountability process.

Discussion was had on the utility billing system and how that would work including uncollectable utility accounts. Discussion was also had on routine maintenance and the daily checks and services. Horton inquired to contracted services and Edwards reviewed services that get contracted out and how the process would be handled if we move forward with an agreement. Tolsma stated contracted services would be handled like it is now with PeopleService.

- C. Proposal Review

Further discussion was had on equipment and services like street sweeping, sewer jetting and snow removal. Staffing was also discussed along with the process Edwards used to come up with the proposal

for Spring Park. Discussion was had on the agreement terms, contract specifications and the next steps. "Typical" services were reviewed along with how they work with the residents.

D. Questions

Further discussion was had on the contract process. Hoffman questioned if we are going to get a proposal from PeopleService and allow them to present. Also, he questioned if we could get an apples-to-apples list along with pros and cons of each proposal and discussion was had. Tolsma stated that would be possible along with setting up a time for the Council to meet with PeopleService.

E. Timeline / Next Steps

Discussion was had on timeline and the next steps moving forward. Tolsma stated we could have a work session early to mid-April dedicated to this topic and hopefully make some sort of decision at the second Council meeting in April.

2. 7:45 – MISCELLANEOUS

Hughes brought forward a Lake Minnetonka Conservation District Multiple Dock application from Back Channel Marina for an additional 16 transient docks. Discussion was had on lake traffic and whether adding the docks would be good for the City. The City needs to weigh in on the situation. Hoffman is in favor because anything we can do to promote businesses in our City is in our favor. Further discussion was had on use of the docks and consensus was in favor.

Tolsma introduced PeopleService Regional Manager Greg Stang and discussion was had on setting up a meeting to further discuss their contract.

7:03 – Adjourn

There being no further discussion, Hughes motioned, being seconded by Hoffman to adjourn the meeting.



STAFF MEMO

GARBAGE/REFUSE HAULER
ANNUAL LICENSE RENEWALS

1. **BACKGROUND:** Spring Park Garbage/Refuse Hauler licenses expire March 31, 2021. All five of the currently licensed garbage haulers in the City were sent renewal information in January.
2. **DISCUSSION:** Prior to the March 5 deadline, City staff received the required application materials for the renewal of licenses for Aspen Waste, Blackowiak Disposal, Republic Services, Waste Management, and Randy's Sanitation.

All applicants have returned the following required materials for issuance of a license:

- Complete & signed Garbage Hauler license renewal application
- Copy of Certificate of Liability Insurance
- Performance bond
- List of motor vehicle information for all trucks operating in Spring Park
- All required license fees

In addition, all garbage haulers were made aware of the City's noise ordinance and road restrictions and also that there will be no exemptions granted to garbage trucks for either of these issues.

To ensure that there is no interruption in garbage hauling service for the residents of Spring Park, the City Council is encouraged take action at tonight's meeting.

3. **FINANCIAL CONSIDERATIONS:** All required licensing fees have been received.
4. **RECOMMENDATION:** Approve the renewal of the 2021 Garbage Hauler licenses for Aspen Waste, Blackowiak Disposal, Republic Services, Waste Management, and Randy's Sanitation.



RECEIVED FEB 22 2021

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LAKE MINNETONKA CONSERVATION DISTRICT

5341 MAYWOOD ROAD, SUITE 200 • MOUND, MINNESOTA 55364 • TELEPHONE 952/745-0789 • FAX 952/745-9085

February 19, 2021

Mr. Dan Tolsma
City Administrator
City of Spring Park
4349 Warren Avenue
Spring Park, MN 55384

Dear Mr. Tolsma:


The Lake Minnetonka Conservation District (LMCD) is charged with the processing and issuing Watercraft for Hire (charter boat) licenses, as well as any respective alcoholic beverage licenses.

LMCD Code Section 7-3.25, Subd. 2 states "No ports of call shall be authorized by the Board without first securing a certificate from the municipality within which such port of call lies stating that the activities to be conducted by the applicant at the port of call are in compliance with municipal zoning laws." This requirement is also expressed in LMCD Code Section 6-5.13, Subd. 4, paragraph (b).

Please find enclosed Municipal Certification forms for each of the applicants requesting the use of ports of call within your municipality during the 2021 boating season. If the applicant is applying for an alcoholic beverage license, it will be listed under "Type of License" within the form.

The LMCD respectfully requests your verification and return of the enclosed forms by **Wednesday, March 18** or as soon as possible. Please do not hesitate to call if you have any questions or concerns.

Sincerely,


Vickie Schleuning
Executive Director

ENC: Municipal Certification Forms



**MUNICIPAL CERTIFICATION FOR
WATERCRAFT FOR HIRE AND/OR LIQUOR LICENSE
AUTHORIZED PORT OF CALL
APPROVAL FOR 2021**

LMCD Code Section 7-3.25, Subd. 2 states "No ports of call shall be authorized by the Board without first securing a certificate from the municipality within which such port of call lies stating that the activities to be conducted by the applicant at the port of call are in compliance with municipal zoning laws." This requirement is also expressed in LMCD Code Section 6-5.13, Subd. 4, paragraph (b).

Name & Address of Applicant:

PaddleTap, LLC
13690 Theresa Place
Eden Prairie, MN 55346

Name of Watercraft for Hire:

Miracle

Maximum Passenger Capacity:

14

Port of Call

5th Street Ventures
Lord Fletchers
Metro Lakes Marina
Wayzata City Dock
Excelsior City Dock

Authorized Municipality

City of Spring Park
City of Spring Park
City of Mound
City of Wayzata
City of Excelsior

Berthed Location

Seton Lake, 5th Street Ventures, LLC

Berth Municipality

City of Spring Park

Type of Liquor License:

Non-Intoxicating Malt Liquor

I certify that the above watercraft for hire applicant operating the respective named charter boat, with or without a liquor license, has met the municipal ordinance requirements for the city listed below and is entitled to a Lake Minnetonka Conservation District Watercraft for Hire Certificate of Registration and/or alcoholic beverage license there under.

Signature

Title

Municipality



**MUNICIPAL CERTIFICATION FOR
WATERCRAFT FOR HIRE AND/OR LIQUOR LICENSE
AUTHORIZED PORT OF CALL
APPROVAL FOR 2021**

LMCD Code Section 7-3.25, Subd. 2 states "No ports of call shall be authorized by the Board without first securing a certificate from the municipality within which such port of call lies stating that the activities to be conducted by the applicant at the port of call are in compliance with municipal zoning laws." This requirement is also expressed in LMCD Code Section 6-5.13, Subd. 4, paragraph (b).

Name & Address of Applicant:

PaddleTap, LLC
13690 Theresa Place
Eden Prairie, MN 55346

Name of Watercraft for Hire:

Rossi

Maximum Passenger Capacity:

24

Port of Call

5th Street Ventures
Lord Fletchers
Metro Lakes Marina
Wayzata City Dock
Excelsior City Dock

Authorized Municipality

City of Spring Park
City of Spring Park
City of Mound
City of Wayzata
City of Excelsior

Berthed Location

Seton Lake, 5th Street Ventures, LLC

Berth Municipality

City of Spring Park

Type of Liquor License:

Non-Intoxicating Malt Liquor

I certify that the above watercraft for hire applicant operating the respective named charter boat, with or without a liquor license, has met the municipal ordinance requirements for the city listed below and is entitled to a Lake Minnetonka Conservation District Watercraft for Hire Certificate of Registration and/or alcoholic beverage license there under.

Signature

Title

Municipality



**MUNICIPAL CERTIFICATION FOR
WATERCRAFT FOR HIRE AND/OR LIQUOR LICENSE
AUTHORIZED PORT OF CALL
APPROVAL FOR 2021**

LMCD Code Section 7-3.25, Subd. 2 states "No ports of call shall be authorized by the Board without first securing a certificate from the municipality within which such port of call lies stating that the activities to be conducted by the applicant at the port of call are in compliance with municipal zoning laws." This requirement is also expressed in LMCD Code Section 6-5.13, Subd. 4, paragraph (b).

Name & Address of Applicant:

PaddleTap, LLC
13690 Theresa Place
Eden Prairie, MN 55346

Name of Watercraft for Hire:

Serenity

Maximum Passenger Capacity:

15

Port of Call

5th Street Ventures
Lord Fletchers
Metro Lakes Marina
Wayzata City Dock
Excelsior City Dock

Authorized Municipality

City of Spring Park
City of Spring Park
City of Mound
City of Wayzata
City of Excelsior

Berthed Location

Seton Lake, 5th Street Ventures, LLC

Berth Municipality

City of Spring Park

Type of Liquor License:

Non-Intoxicating Malt Liquor

I certify that the above watercraft for hire applicant operating the respective named charter boat, with or without a liquor license, has met the municipal ordinance requirements for the city listed below and is entitled to a Lake Minnetonka Conservation District Watercraft for Hire Certificate of Registration and/or alcoholic beverage license there under.

Signature

Title

Municipality



**MUNICIPAL CERTIFICATION FOR
WATERCRAFT FOR HIRE AND/OR LIQUOR LICENSE
AUTHORIZED PORT OF CALL
APPROVAL FOR 2021**

LMCD Code Section 7-3.25, Subd. 2 states "No ports of call shall be authorized by the Board without first securing a certificate from the municipality within which such port of call lies stating that the activities to be conducted by the applicant at the port of call are in compliance with municipal zoning laws." This requirement is also expressed in LMCD Code Section 6-5.13, Subd. 4, paragraph (b).

Name & Address of Applicant:

Tonka Yacht Rental
4823 Bartlett Blvd
Mound, MN 55364

Name of Watercraft for Hire:

Fait Accompli

Maximum Passenger Capacity:

30

Port of Call

Lord Fletchers
Wayzata City Dock
Lafayette Club

Authorized Municipality

City of Spring Park
City of Wayzata
City of Minnetonka Beach

Berthed Location

Seton Channel, 4801 Shoreline Drive

Berth Municipality

City of Mound

Type of Liquor License:

Non-Intoxicating Malt Liquor

I certify that the above watercraft for hire applicant operating the respective named charter boat, with or without a liquor license, has met the municipal ordinance requirements for the city listed below and is entitled to a Lake Minnetonka Conservation District Watercraft for Hire Certificate of Registration and/or alcoholic beverage license there under.

Signature

Title

Municipality

Check #	Employee/Council Name	Check Amount	Check Date
5735	Farniok, Sharon L.	\$1,371.92	2/26/2021
5736	Nelson, Jennifer J.	\$1,332.36	2/26/2021
5737	Tolsma, Daniel J.	\$3,040.90	2/26/2021
	Sub Total	\$5,745.18	
5738	Chase, Mark	\$277.05	2/26/2021
5739	Hoffman, Jeff	\$277.05	2/26/2021
5740	Horton, Pam	\$277.05	2/26/2021
5741	Hughes, Gary	\$277.05	2/26/2021
5742	Rockvam, Jerry	\$369.40	2/26/2021
	Sub Total	\$1,477.60	
	Electronic Misc. Disbursements		
EFT#30632	Jan.21' Wells Fargo Bank Monthly Business Charge	\$127.29	2/18/2021
EFT#30634	PERA Employer Payroll Payment for 2/28/21	\$1,098.65	3/1/2021
EFT#30635	FICA Employee/Employer Payroll Withholding Taxes for 2/28/21	\$2,078.28	3/1/2021
EFT#30633	Feb.21' State Employee Withholding Taxes	\$748.99	3/1/2021
EFT#30641	Feb.21' Sales & Use Tax	\$1,379.00	3/9/2021
EFT#30636	Mar.21' Sun Life Insurance for Employees	\$1.50	3/1/2021
EFT#30637	Mar.21' Sun LTD Insurance for Employees	\$80.72	3/1/2021
EFT#30638	Mar.21' Employee Monthly Health Insurance Premium	\$4,132.84	3/1/2021
EFT#30639	Feb.21' Wells Fargo Client Analysis Statement Monthly Fee	\$156.92	3/11/2021
EFT#30640	1st Qtr. Pitney Bowes Lease for Postage Meter 12/30/20-3/29/21	\$168.90	3/26/2021
	Sub Total	\$9,973.09	
	Claims Ck#032239-032250	\$36,396.48	2/24/2021
	Claims Ck#032251-032268	\$42,709.37	3/4/2021
	TOTALS	\$96,301.72	

CITY OF SPRING PARK

03/11/21

*Check Summary Register©

February 2021 to March 2021

Name	Check Date	Check Amt	
10100 Wells Fargo Bank NA			
Paid Chk# 032239	CUSTOM BUSINESS FORMS INC 2/24/2021	\$402.00	2021 Printing Services for Win
Paid Chk# 032240	INTERSTATE TESTING, LLC 2/24/2021	\$200.00	Tested RPZ Backflow at WTP
Paid Chk# 032241	KENNEDY & GRAVEN, CHARTER 2/24/2021	\$1,046.50	Jan.21' Legal Services for 400
Paid Chk# 032242	LARSON LAWNSCAPE, INC. 2/24/2021	\$12,846.25	Road Snow Removal (54.50 hrs.)
Paid Chk# 032243	MEDIACOM, LLC 2/24/2021	\$437.86	Internet Services - 1/13/21-2/
Paid Chk# 032244	MISSION COMMUNICATIONS LL 2/24/2021	\$623.40	2020 Annual Alarm Fee for Syst
Paid Chk# 032245	MN DNR ECO-WATER-RES 2/24/2021	\$385.44	2020 MN DNR - Annual Report of
Paid Chk# 032246	OPTUM BANK 2/24/2021	\$7.50	4th Qtr.20' HSA employee month
Paid Chk# 032247	SAMBATEK, INC. 2/24/2021	\$336.00	Eng.Fees - 2020 West Arm Road
Paid Chk# 032248	SUBURBAN RATE AUTHORITY 2/24/2021	\$230.50	2021 1st Half Membership Asses
Paid Chk# 032249	US BANK 2/24/2021	\$1,023.96	Microsoft Windows 10 Office So
Paid Chk# 032250	VALLEY-RICH CO INC 2/24/2021	\$18,857.07	Watermain Break Repair & Resto
Paid Chk# 032251	CITY OF BLOOMINGTON 3/4/2021	\$21.00	Feb.21' Water Testing Fees
Paid Chk# 032252	FIVE TECHNOLOGY, INC. 3/4/2021	\$490.00	Mar.21' Monthly IT Managed Uti
Paid Chk# 032253	GEISLINGER AND SONS, INC. 3/4/2021	\$7,112.97	Final Payment at 2020 WARW San
Paid Chk# 032254	GOPHER STATE ONE-CALL 3/4/2021	\$6.75	Feb.21' Locates - 4 ea.
Paid Chk# 032255	GOVOFFICE LLC 3/4/2021	\$660.00	2021 Annual Web Base Service 3
Paid Chk# 032256	GREGORY E. KELLER, P.A. 3/4/2021	\$1,000.00	Mar.21' Prosecution Services
Paid Chk# 032257	LAKE MTKA. CONSERVATION DI 3/4/2021	\$1,503.25	LMCD 1st Qtr.2021 Levy Payment
Paid Chk# 032258	LEAGUE OF MN CITIES INS TRU 3/4/2021	\$1,850.00	Annual Workers Comp.Premium 3/
Paid Chk# 032259	LOFFLER COMPANIES-131511 3/4/2021	\$160.91	Jan.21' Copier Usage Agreement
Paid Chk# 032260	METRO CITIES 3/4/2021	\$806.00	2021 Metro Cities Membership D
Paid Chk# 032261	METRO COUNCIL ENVIRON SER 3/4/2021	\$18,073.09	Mar.21' Wastewater Treatment M
Paid Chk# 032262	METRO COUNCIL ENVIRON SER 3/4/2021	\$1,000.51	Wastewater Excess Pounds Charg
Paid Chk# 032263	MN DEPT OF HEALTH 3/4/2021	\$899.10	1st Qtr.21' Community Water Su
Paid Chk# 032264	NAVARRE TRUE VALUE HARDW 3/4/2021	\$58.76	Purchased (1) 50 lb. Ice Melt
Paid Chk# 032265	OPG-3, INC. 3/4/2021	\$1,378.00	2021 Annual Support Services f
Paid Chk# 032266	PEOPLE SERVICE, INC. 3/4/2021	\$7,455.00	Mar.21' Prof.Water/Wastewater/
Paid Chk# 032267	UNICLEAN CLEANROOM SERVIC 3/4/2021	\$111.54	Feb.21' Cleaning Services for
Paid Chk# 032268	XCEL ENERGY 3/4/2021	\$122.49	Electric Usage for Unit X-Mas
Total Checks		\$79,105.85	

CITY OF SPRING PARK

02/24/21 4:20 PM

Page 1

***Check Detail Register©**

February 2021

		Check Amt	Invoice	Comment
10100 Wells Fargo Bank NA				
Paid Chk#	032239	2/24/2021	CUSTOM BUSINESS FORMS INC	
E	101-41500-350	Print/Binding	\$134.00	323754 2021 Printing Services for Winter Newsletter
E	601-49400-350	Print/Binding	\$134.00	323754 2021 Printing Services for Winter Newsletter
E	602-49450-350	Print/Binding	\$134.00	323754 2021 Printing Services for Winter Newsletter
Total CUSTOM BUSINESS FORMS INC			\$402.00	
Paid Chk#	032240	2/24/2021	INTERSTATE TESTING, LLC	
E	601-49400-306	Testing Fees	\$200.00	14792 Tested RPZ Backflow at WTP
Total INTERSTATE TESTING, LLC			\$200.00	
Paid Chk#	032241	2/24/2021	KENNEDY & GRAVEN, CHARTERED	
E	101-41600-304	Legal Fees	\$400.50	159437A Jan.21' Legal Services for General Municipal Matters - 2.40 hrs.
E	101-41600-304	Legal Fees	\$209.00	159437B Jan.21' Legal Services for 2254 Lilac Road Property (Mason) - 1.30 hrs.
E	101-41600-304	Legal Fees	\$437.00	159437C Jan.21' Legal Services for 4000 Sunset Drive
Total KENNEDY & GRAVEN, CHARTERED			\$1,046.50	
Paid Chk#	032242	2/24/2021	LARSON LAWNSCAPE, INC.	
E	101-43101-307	Snow Removal - Sidewalks	\$2,751.25	76528A Sidewalk/Trail Snow Removal (23.25 hrs.) 1/4/21, 1/15/21, 1/21/21, 1/24/21
E	101-43101-309	Snow Plowing - Streets	\$4,720.00	76528B Road Snow Removal (54.50 hrs.) 1/5/21, 1/13/21, 1/14/21, 1/15/21, 1/16/21, 1/18/21, 1/19/21, 1/21/21
E	101-43101-318	Street Salt-Sanding	\$5,375.00	76528C Salt Application (23.25hrs.) 1/4/21, 1/14/21, 1/15/21, 1/16/21, 1/19/21, 1/24/21, 1/31/21
Total LARSON LAWNSCAPE, INC.			\$12,846.25	
Paid Chk#	032243	2/24/2021	MEDIACOM, LLC	
E	101-42000-324	Internet Service	\$145.95	020121 Internet Services - 1/13/21-2/10/21 Partial Month 2/11/21-3/10/21 Full Month
E	601-49400-324	Internet Service	\$145.95	020121 Internet Services - 1/13/21-2/10/21 Partial Month 2/11/21-3/10/21 Full Month
E	602-49450-324	Internet Service	\$145.96	020121 Internet Services - 1/13/21-2/10/21 Partial Month 2/11/21-3/10/21 Full Month
Total MEDIACOM, LLC			\$437.86	
Paid Chk#	032244	2/24/2021	MISSION COMMUNICATIONS LLC	
E	601-49400-310	Contracted Services	\$623.40	1049058 2020 Annual Alarm Fee for System/Data Logging for WTP - 3/1/21 thru 2/28/22
Total MISSION COMMUNICATIONS LLC			\$623.40	
Paid Chk#	032245	2/24/2021	MN DNR - WATER REPORT	
E	601-49400-299	Admin Expenses	\$385.44	021521 2020 MN DNR - Annual Report of Water Use Fee
Total MN DNR - WATER REPORT			\$385.44	
Paid Chk#	032246	2/24/2021	OPTUM BANK	
E	101-41500-437	Other Miscellaneous	\$7.50	95-10075809 4th Qtr.20' HSA employee monthly service fee
Total OPTUM BANK			\$7.50	

CITY OF SPRING PARK

02/24/21 4:20 PM

Page 2

***Check Detail Register©**

February 2021

			Check Amt	Invoice	Comment
Paid Chk# 032247 2/24/2021 SAMBATEK, INC.					
E 201-43200-526	West Arm Road West 2020 (SUI		\$336.00	19110	Eng.Fees - 2020 West Arm Road West SUIP Improvement Project (2 hrs.) - 1/1/21 thru 2/13/21
Total SAMBATEK, INC.			\$336.00		
Paid Chk# 032248 2/24/2021 SUBURBAN RATE AUTHORITY					
E 101-46000-310	Contracted Services		\$230.50	021021	2021 1st Half Membership Assessment Fee
Total SUBURBAN RATE AUTHORITY			\$230.50		
Paid Chk# 032249 2/24/2021 US BANK					
E 101-41500-200	Office Supplies		\$21.49	01062021	Purchased from Best Buy a Insignia Adapter for Jennifer Nelson's Monitor
E 601-49400-411	Repairs / Breaks		\$330.00	011121	Permit from Hennepin Count for Watermain Break & Restoration Work at 3746 Sunset Drive
E 101-41500-299	Admin Expenses		\$83.00	012221	Feb.21' GoToMyPC & Zoom Fee
E 101-41500-207	Computer Support/Supplies		\$64.47	1326332094	Purchase Acrobat Pro DC for Jennifer Nelson's New Computer
E 601-49400-207	Computer Support/Supplies		\$64.47	1326332094	Purchase Acrobat Pro DC for Jennifer Nelson's New Computer
E 602-49450-207	Computer Support/Supplies		\$64.48	1326332094	Purchase Acrobat Pro DC for Jennifer Nelson's New Computer
E 601-49400-220	Repair/Maint Supply		\$289.59	284216	Kit for Pressure Switch for Air Stripper in WTP
E 101-41500-207	Computer Support/Supplies		\$35.49	E0500DAUH2	Microsoft Windows 10 Office Software for Jennifer Nelson's New Computer
E 601-49400-207	Computer Support/Supplies		\$35.49	E0500DAUH2	Microsoft Windows 10 Office Software for Jennifer Nelson's New Computer
E 602-49450-207	Computer Support/Supplies		\$35.48	E0500DAUH2	Microsoft Windows 10 Office Software for Jennifer Nelson's New Computer
Total US BANK			\$1,023.96		
Paid Chk# 032250 2/24/2021 VALLEY-RICH CO INC					
E 601-49400-411	Repairs / Breaks		\$18,857.07	29170	Watermain Break Repair & Restoration Services at 3746 Sunset Drive 1/4/21
Total VALLEY-RICH CO INC			\$18,857.07		
10100 Wells Fargo Bank NA			\$36,396.48		

Fund Summary

10100 Wells Fargo Bank NA	
101 GENERAL FUND	\$14,615.15
201 PUBLIC IMPROV REVOLVING FUND	\$336.00
601 WATER FUND	\$21,065.41
602 SEWER FUND	\$379.92
	\$36,396.48

CITY OF SPRING PARK

03/04/21 12:02 PM

Page 1

***Check Detail Register©**

March 2021

			Check Amt	Invoice	Comment
10100 Wells Fargo Bank NA					
Paid Chk#	032251	3/4/2021	BLOOMINGTON CITY OF		
E 601-49400-306	Testing Fees		\$21.00	030121	Feb.21' Water Testing Fees
	Total BLOOMINGTON CITY OF		\$21.00		
Paid Chk# 032252 3/4/2021 FIVE TECHNOLOGY, INC.					
E 101-41500-330	IT Technology Support		\$93.33	10321-16	Mar.21' Monthly IT Managed Utility Service
E 601-49400-330	IT Technology Support		\$93.33	10321-16	Mar.21' Monthly IT Managed Utility Service
E 602-49450-330	IT Technology Support		\$93.34	10321-16	Mar.21' Monthly IT Managed Utility Service
E 101-41500-330	IT Technology Support		\$70.00	P238-48	Onsite support to set-up new user & PC on domain, set-up printers on 01/06/21 Task#19869
E 601-49400-330	IT Technology Support		\$70.00	P238-48	Onsite support to set-up new user & PC on domain, set-up printers on 01/06/21 Task#19869
E 602-49450-330	IT Technology Support		\$70.00	P238-48	Onsite support to set-up new user & PC on domain, set-up printers on 01/06/21 Task#19869
	Total FIVE TECHNOLOGY, INC.		\$490.00		
Paid Chk# 032253 3/4/2021 GEISLINGER AND SONS, INC.					
E 201-43200-526	West Arm Road West 2020 (SUI		\$7,112.97	022521	Final Payment at 2020 WARW Sanitary & Water Improvements
	Total GEISLINGER AND SONS, INC.		\$7,112.97		
Paid Chk# 032254 3/4/2021 GOPHER STATE ONE-CALL					
E 601-49400-310	Contracted Services		\$3.37	1020749	Feb.21' Locates - 4 ea.
E 602-49450-310	Contracted Services		\$3.38	1020749	Feb.21' Locates - 4 ea.
	Total GOPHER STATE ONE-CALL		\$6.75		
Paid Chk# 032255 3/4/2021 GOVOFFICE LLC					
E 101-41500-323	Web Host		\$220.00	208172	2021 Annual Web Base Service 3/1/21 - 2/28/22
E 601-49400-323	Web Host		\$220.00	208172	2021 Annual Web Base Service 3/1/21 - 2/28/22
E 602-49450-323	Web Host		\$220.00	208172	2021 Annual Web Base Service 3/1/21 - 2/28/22
	Total GOVOFFICE LLC		\$660.00		
Paid Chk# 032256 3/4/2021 KELLER, GREGORY E., P.A.					
E 101-42000-304	Legal Fees		\$1,000.00	030121	Mar.21' Prosecution Services
	Total KELLER, GREGORY E., P.A.		\$1,000.00		
Paid Chk# 032257 3/4/2021 LAKE MTKA CONSERVATION DIST					
E 101-42100-310	Contracted Services		\$1,503.25	0033121	LMCD 1st Qtr.2021 Levy Payment
	Total LAKE MTKA CONSERVATION DIST		\$1,503.25		
Paid Chk# 032258 3/4/2021 LEAGUE OF MN CITIES INS TRUST					
E 101-41500-361	Liability/Prop Ins/WC		\$555.00	021921	Annual Workers Comp.Premium 3/16/21-3/16/22
E 101-41900-361	Liability/Prop Ins/WC		\$277.50	021921	Annual Workers Comp.Premium 3/16/21-3/16/22
E 101-43100-361	Liability/Prop Ins/WC		\$185.00	021921	Annual Workers Comp.Premium 3/16/21-3/16/22
E 101-45200-361	Liability/Prop Ins/WC		\$92.50	021921	Annual Workers Comp.Premium 3/16/21-3/16/22
E 601-49400-361	Liability/Prop Ins/WC		\$407.00	021921	Annual Workers Comp.Premium 3/16/21-3/16/22
E 602-49450-361	Liability/Prop Ins/WC		\$333.00	021921	Annual Workers Comp.Premium 3/16/21-3/16/22

CITY OF SPRING PARK

03/04/21 12:02 PM

Page 2

***Check Detail Register©**

March 2021

			Check Amt	Invoice	Comment
Total LEAGUE OF MN CITIES INS TRUST			\$1,850.00		
Paid Chk# 032259 3/4/2021 LOFFLER COMPANIES, INC.					
E 602-49450-413	Office Equipment/Rental		\$53.64	3651908	Jan.21' Copier Usage Agreement for 1/22/21-2/21/21
E 601-49400-413	Office Equipment/Rental		\$53.64	3651908	Jan.21' Copier Usage Agreement for 1/22/21-2/21/21
E 101-41500-413	Office Equipment/Rental		\$53.63	3651908	Jan.21' Copier Usage Agreement for 1/22/21-2/21/21
Total LOFFLER COMPANIES, INC.			\$160.91		
Paid Chk# 032260 3/4/2021 METRO CITIES					
E 101-41500-433	Membership/Dues/Edu		\$806.00	785	2021 Metro Cities Membership Dues
Total METRO CITIES			\$806.00		
Paid Chk# 032261 3/4/2021 METRO COUNCIL ENVIRON SERVICES					
E 602-49450-327	MCES Sewer Service Chg		\$18,073.09	0001119463	Mar.21' Wastewater Treatment Monthly Fee
Total METRO COUNCIL ENVIRON SERVICES			\$18,073.09		
Paid Chk# 032262 3/4/2021 METRO COUNCIL ENVIRON SERVICES					
E 602-49450-327	MCES Sewer Service Chg		\$1,000.51	0001121015	Wastewater Excess Pounds Charge for 01/01/20 thru 12/31/20
Total METRO COUNCIL ENVIRON SERVICES			\$1,000.51		
Paid Chk# 032263 3/4/2021 MN DEPT OF HEALTH					
E 601-49400-306	Testing Fees		\$899.10	030121	1st Qtr.21' Community Water Supply Service Connection
Total MN DEPT OF HEALTH			\$899.10		
Paid Chk# 032264 3/4/2021 NAVARRE TRUE VALUE HARDWARE					
E 101-41900-220	Repair/Maint Supply		\$17.99	329419	Purchased (1) 50 lb. Ice Melt
E 101-41900-220	Repair/Maint Supply		\$17.99	329472	Purchased (1) 50 lb. Ice Melt
E 101-41900-220	Repair/Maint Supply		\$17.99	329520	Purchased (1) 50 lb. Ice Melt
E 601-49400-215	Shop Supplies		\$4.79	329682	Purchased 14 ea. Gas Cylinder
Total NAVARRE TRUE VALUE HARDWARE			\$58.76		
Paid Chk# 032265 3/4/2021 OPG-3, INC.					
E 101-41500-310	Contracted Services		\$689.00	4725	2021 Annual Support Services for Laserfiche Software
E 601-49400-310	Contracted Services		\$344.50	4725	2021 Annual Support Services for Laserfiche Software
E 602-49450-310	Contracted Services		\$344.50	4725	2021 Annual Support Services for Laserfiche Software
Total OPG-3, INC.			\$1,378.00		
Paid Chk# 032266 3/4/2021 PEOPLE SERVICE, INC.					
E 101-41510-310	Contracted Services		\$1,491.00	0037207	Mar.21' Prof.Water/Wastewater/Public Works Service
E 601-49400-103	People Service		\$2,982.00	0037207	Mar.21' Prof.Water/Wastewater/Public Works Service
E 602-49450-103	People Service		\$2,982.00	0037207	Mar.21' Prof.Water/Wastewater/Public Works Service
Total PEOPLE SERVICE, INC.			\$7,455.00		
Paid Chk# 032267 3/4/2021 UNICLEAN CLEANROOM SERVICES					
E 101-41500-310	Contracted Services		\$111.54	187052	Feb.21' Cleaning Services for Rugs
Total UNICLEAN CLEANROOM SERVICES			\$111.54		
Paid Chk# 032268 3/4/2021 XCEL ENERGY					

CITY OF SPRING PARK

03/04/21 12:02 PM

Page 3

***Check Detail Register©**

March 2021

		Check Amt	Invoice	Comment
E 101-43100-381	Utilities/Electric/Gas	\$12.55	0888114346	Electric Usage for Unit X-Mas Lights - 1/26/21-1/25/21
E 101-43100-381	Utilities/Electric/Gas	\$109.94	0888219791	Electric Usage for Middle Street Lights - 1/26/21-2/25/21
	Total XCEL ENERGY	\$122.49		
	10100 Wells Fargo Bank NA	\$42,709.37		

Fund Summary

10100 Wells Fargo Bank NA	
101 GENERAL FUND	\$7,324.21
201 PUBLIC IMPROV REVOLVING FUND	\$7,112.97
601 WATER FUND	\$5,098.73
602 SEWER FUND	\$23,173.46
	\$42,709.37

