CITY COUNCIL AGENDA

City of Brainerd, Minnesota
City Hall, 501 Laurel Street, Council Chambers
Monday, January 3rd, 2021 @ 7:30pm

The public is invited to attend these meetings in person
Attend by phone **City Council**: 1-844-992-4726 Meeting Access Code: 2484 172 3329
Attend by phone **Safety and Public Works Committee 7:15 PM**: 1-844-992-4726 Meeting Access Code: 2483 917 6661
Attend by phone: **Personnel and Finance Committee 7:15 PM:** 1-844-992-4726 Meeting Access Code: 2498 501 9051
Meeting is also streamed live on YouTube: www.youtube.com/CityOfBrainerdMN

1. **Call To Order - 7:30pm**
2. **Roll Call**

   ____ D. Pritschet ____ T. Stenglein ____ T. Erickson____ M. O'Day

   ____ K. Stunek ____ G. Johnson ____ K. Bevans ____ Mayor Badeaux
3. **Pledge Of Allegiance**
4. **Approval Of Agenda - Voice Vote**
5. **Consent Calendar**

   NOTICE TO PUBLIC - all matters listed are considered routine by the Council and will all be enacted by one (1) motion. There will be no separate discussion of these items unless good cause is shown prior to the time the Council votes on the motion to be ADOPTED BY ROLL CALL

   A. **Approval Of Bills And Transfers Of Funds**

General Fund to Airport Fund per Budget	$155,500
General Fund to Mayor Contingency Fund per Budget	$2,500
General Fund to IT Capital Fund per Budget	$20,000
Public Safety Fund to Fire Capital Fund per Budget	$167,000
Public Safety Fund to Capital Fund per Budget	$65,000

Public Safety Fund to Debt Service Fund per Budget $63,772

Storm Sewer Fund to Recycling Fund per Budget $1,500

Construction Fund to Streets Fund per Budget $95,300

Documents:

010322 COUNCIL INV REGISTER.pdf
122921 YEAR END AP INV REGISTER.pdf

B. **Approval Of Minutes**
Regular City Council Meeting December 20th, 2021

Documents:

20211220_CC Draft.pdf

C. **Approval Of Licenses**
Contractor License- 28

Documents:

20220103 Contractor Licenses.pdf

D. **Department Activity Reports**
Fire Chief Report

City Engineer/Public Works Director Report

HR Director Report

City Administrator Report

Documents:

FD Report.pdf
CE-PW Report.pdf
HR Director Report.pdf
CA Report.pdf

E. **Resolution- Approving Signature Authorization For 2022 Capital Projects For The Brainerd Lakes Regional Airport**

Documents:

Res - Airport 2022 Capital Projects.pdf

F. **Resolution - Designation Of Financial Institutions As Depositories For 2022 Pursuant To City Charter**

Documents:

Res-Financial Institutions.pdf

G. **Designation Of Brainerd Dispatch As Official Newspaper For Calendar Year 2022 Pursuant To City Charter; And Authorize Signatures On Contract With Dispatch**

Documents:

Dispatch.pdf

6. **Presentation**

A. **State Of The City Address**

Documents:

Year in Review.pdf

7. **Council Committee Reports**

A. **Personnel And Finance Committee 7:15 PM**

WebEx Teleconference Call-In Information

Call Toll-Free: 1-844-992-4726

Access Code: 2498 501 9051

Documents:

01-03 PF Agenda.pdf

1. Ratify The Hiring Of Temporary Warming House Attendants

Documents:

Ratify Hiring of 2021-2022 Parks Winter Temporary Employees.pdf

2. Police Officer Hiring Of Steven Knisley

Documents:

Steven Knisley hiring.pdf

3. League Of Minnesota Cities Insurance Trust (LMCIT) Liability Coverage Waiver Form

Documents:

LMCIT Waiver Form.pdf

B. **Safety And Public Works Committee - 7:15 PM**
WebEx Teleconference Call-In Information

Call Toll-Free: 1-844-992-4726

Access Code: 2483 917 6661

Documents:

01-03 SPW Agenda.pdf

1. Approve Change Order 3 - Improvement 19-01 - NW 4th Street Reconstruction Project

Documents:

Imp 19-01 Change Order 3.pdf

2. Approve Final Pay Estimate - Improvement 19-01 - NW 4th Street Reconstruction Project

Documents:

Imp 19-01 Final Pay Estimate.pdf

8. **Unfinished Business**

A. **Appoint Commission Liasons**
Airport Commission

Cable TV Advisory Committee

Transportation Advisory Committee

B. **Call For Applicants - Informational**
(Application Information at *www.ci.brainerd.mn.us/boards/*)

Mayor Recommended: (terms to expire on 12/31 of said year)

Cable TV Advisory Committee – 1 term (Expire 2021) – 2 terms (Expire 2022)

Charter Commission – 1 term (Expire 2022)

HRA—1 term (Expire 2022) – 1 term (Expire 2026)

Library Board- 1 term 2028

Public Utilities Commission—1 term (Expire 2026)

Rental Dwelling License Board of Appeals – 3 terms (Expire 2022)

Mayor Recommended: (terms to expire 09/07 of said year)

Economic Development Authority (EDA) – 1 term (Expire 2026) – 1 term (Expire 2027)

Council President Recommended: (terms to expire 12/31 of said year)

Planning Commission—1 term (Expire 2023)

Ad Hoc Committees – Applicants Needed

Water Tower Fundraising Committee – Two positions available

9. **Public Forum**
   Time allocated for citizens to bring matters not on the agenda to the attention of the Council - Time limits may be imposed
10. **Staff Reports**
    (Verbal: Any Updates since Packet)
11. **Mayor's Report**
12. **Council Member Reports**
13. **Adjourn Into Closed Session Pursuant To MN Statutes 13D.05, Subd. 3(A), To Conduct The City Administrator Performance Review**

INVOICE REGISTER REPORT FOR CITY OF BRAINERD
EXP CHECK RUN DATES 01/03/2022 - 01/03/2022
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

Inv Num / Inv Ref#	Vendor / Description / GL Distribution	Inv Date / Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized / Post Date
Vendor 0011 - ACE HARDWARE:							
302529							
69264	ACE HARDWARE	12/16/2021	12/31/2021	1.72	1.72	Open	N
	FASTENERS	pziemer					12/31/2021
	225-2220-42210 OPERATING SUPPLIES			1.72			
302702							
69310	ACE HARDWARE	12/27/2021	12/31/2021	12.58	12.58	Open	N
	TRUCK 109 FRONT PLOW CHAIN	pziemer					12/31/2021
	235-3125-42220 REPAIR & MAINT			12.58			
	Total for vendor 0011 - ACE HARDWARE:			14.30	14.30		
Vendor 0039 - AMERIPRIDE LINE:							
253000085399							
69311	ARAMARK UNIFORM SERVICES	12/23/2021	12/31/2021	103.19	103.19	Open	N
	RUGS AND OVERALLS	pziemer					12/31/2021
	235-3100-43430 MISCELLANEOUS			103.19			
	Total for vendor 0039 - AMERIPRIDE LINE:			103.19	103.19		
Vendor 2684 - BRAINERD PARKS:							
12/22/21							
69391	BRAINERD PARKS & RECREATION	12/22/2021	12/31/2021	60.00	60.00	Open	N
	CHANGE FUND - WARMING HOUSE CONCESSI	pziemer					12/31/2021
	230-0000-10300 CHANGE FUND			60.00			
	Total for vendor 2684 - BRAINERD PARKS:			60.00	60.00		
Vendor 0088 - BREMER - TAXES:							
2022 BOX10-11							
69249	BREMER BANK	12/10/2021	01/05/2022	100.00	100.00	Open	N
	2022 SAFE DEPOSIT BOX RENTAL	pziemer					01/05/2022
	101-9200-43430 MISCELLANEOUS			100.00			
	Total for vendor 0088 - BREMER - TAXES:			100.00	100.00		
Vendor 0552 - CRYSTAL CLEANER:							
60390							
69307	CRYSTAL CLEANERS	12/22/2021	12/31/2021	9.00	9.00	Open	N
	716 UNIFORM ALTERATIONS - LESS SALES	pziemer					12/31/2021
	225-2120-41113 UNIFORM ALLOWANCE			9.00			
	Total for vendor 0552 - CRYSTAL CLEANER:			9.00	9.00		
Vendor 3438 - D - D BEVERAGE,:							

Inv Num / Inv Ref#	Vendor / Description / GL Distribution	Inv Date / Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized / Post Date
1501370							
69364	D - D BEVERAGE, LLC	12/02/2021	01/05/2022	81.90	81.90	Open	N
	PAPER/CLEANING SUPPLIES-LIBRARY	pziemer					12/31/2021
	211-5500-42220 REPAIR & MAINT			81.90			
1510510							
69388	D - D BEVERAGE, LLC	12/20/2021	12/31/2021	46.20	46.20	Open	N
	TRASH CAN LINERS	pziemer					12/31/2021
	230-5200-42210 OPERATING SUPPLIES			46.20			
	Total for vendor 3438 - D - D BEVERAGE,:			128.10	128.10		
Vendor 1286 - EAST SIDE OIL C:							
R96861							
69309	EAST SIDE OIL COMPANY	12/21/2021	12/31/2021	50.00	50.00	Open	N
	OIL	pziemer					12/31/2021
	227-3230-43428 USED OIL RECYCLING EXPENSE			50.00			
	Total for vendor 1286 - EAST SIDE OIL C:			50.00	50.00		
Vendor 3800 - ENVIROTECH:							
65896/CITY HALL							
69280	ENVIROTECH	12/27/2021	01/05/2022	1,765.00	1,765.00	Open	N
	JAN 22 CITY HALL JANITORIAL	pziemer					01/05/2022
	101-1940-43380 UTILITIES			1,765.00			
65896/FIRE DEPT							
69281	ENVIROTECH	12/27/2021	01/05/2022	238.00	238.00	Open	N
	JAN 22 FIRE DEPT JANITORIAL	pziemer					01/05/2022
	225-2220-43380 UTILITIES			238.00			
65896/POLICE							
69282	ENVIROTECH	12/27/2021	01/05/2022	1,255.00	1,255.00	Open	N
	JAN 22 POLICE DEPT JANITORIAL	pziemer					01/05/2022
	225-2120-43380 UTILITIES			1,255.00			
65896/ST/SWR							
69283	ENVIROTECH	12/27/2021	01/05/2022	238.00	238.00	Open	N
	JAN 22 STREET DEPT JANITORIAL	pziemer					01/05/2022
	235-3100-43380 UTILITIES			238.00			
	Total for vendor 3800 - ENVIROTECH:			3,496.00	3,496.00		
Vendor 3574 - ESO:							
ESO-67856							
69268	ESO SOLUTIONS, INC.	12/12/2021	01/05/2022	6,545.76	6,545.76	Open	N
	ESO FIREHOUSE SOFTWARE	pziemer					01/05/2022
	225-2220-43309 COMPUTER TECHNICAL SUPPORT			6,545.76			
	Total for vendor 3574 - ESO:			6,545.76	6,545.76		

Inv Num / Inv Ref#	Vendor / Description / GL Distribution	Inv Date / Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized / Post Date
Vendor 3402 - FLEETPRIDE:							
88080201							
69242	FLEETPRIDE	12/20/2021	12/31/2021	28.94	28.94	Open	N
	TRUCK 109 SHACKLE-LESS SALES TAX	pziemer					12/31/2021
	235-3125-42220 REPAIR & MAINT			28.94			
	Total for vendor 3402 - FLEETPRIDE:			28.94	28.94		
Vendor 3068 - GLS PROMOTIONS:							
64250							
69392	GLS PROMOTIONS	12/29/2021	12/31/2021	82.00	82.00	Open	N
	QTY 2 SIGNS - CHAMBERS	pziemer					12/31/2021
	101-9200-43430 MISCELLANEOUS			82.00			
	Total for vendor 3068 - GLS PROMOTIONS:			82.00	82.00		
Vendor 3213 - GRAINGER:							
9157792285							
69278	GRAINGER	12/21/2021	12/31/2021	15.00	15.00	Open	N
	REPLACEMENT EYE WASH BOTTLE	pziemer					12/31/2021
	225-2220-42210 OPERATING SUPPLIES			15.00			
	Total for vendor 3213 - GRAINGER:			15.00	15.00		
Vendor 0221 - KITCHIGAMI REGI:							
2021 INCENTIVES							
69368	KITCHIGAMI REG LIBRARY	12/29/2021	01/05/2022	253.62	253.62	Open	N
	2021 WINTER READING INCENTIVES	pziemer					12/31/2021
	211-5503-43430 MISC - USE OF HOLDEN TRUST			253.62			
	Total for vendor 0221 - KITCHIGAMI REGI:			253.62	253.62		
Vendor 3545 - KITCHIGAMI REGI:							
12/21/21							
69375	KITCHIGAMI REGIONAL LIBRARY - CC	12/21/2021	12/31/2021	216.00	216.00	Open	N
	11/15/21-12/21/21 CREDIT CARD REMIT	pziemer					12/31/2021
	211-0000-20800 DUE TO OTHER GOVT UNITS			216.00			
	Total for vendor 3545 - KITCHIGAMI REGI:			216.00	216.00		
Vendor 3118 - KULZER, MICHAEL:							
12/29/21							
69385	KULZER, MICHAEL	12/29/2021	12/31/2021	262.50	262.50	Open	N
	UNIFORMWEAR	pziemer					12/31/2021
	225-2120-41113 UNIFORM ALLOWANCE			262.50			
	Total for vendor 3118 - KULZER, MICHAEL:			262.50	262.50		

Inv Num / Inv Ref#	Vendor / Description / GL Distribution	Inv Date / Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized / Post Date
Vendor 3627 - LAKES AREA WILD:							
DEC 2021							
69387	LAKES AREA WILDLIFE CONTROL	12/29/2021	12/31/2021	2,298.00	2,298.00	Open	N
	DEC 21 ANIMAL CONTROL CONTRACT	pziemer					12/31/2021
	225-2700-43300 PROFESSIONAL SERVICES			2,298.00			
	Total for vendor 3627 - LAKES AREA WILD:			2,298.00	2,298.00		
Vendor 0889 - MENARDS - BAXTE:							
66411							
69389	MENARDS - BAXTER	12/14/2021	12/31/2021	54.50	54.50	Open	N
	MMP WARMING HOUSE WIRE SHELVING	pziemer					12/31/2021
	230-5200-42220 REPAIR & MAINT			54.50			
66461							
69390	MENARDS - BAXTER	12/15/2021	12/31/2021	100.98	100.98	Open	N
	BAP WARMING HOUSE - SHELVING/SPEAKER	pziemer					12/31/2021
	230-5200-42220 REPAIR & MAINT			100.98			
	Total for vendor 0889 - MENARDS - BAXTE:			155.48	155.48		
Vendor 3168 - MOTORS-N-MORE:							
28879							
69258	MOTORS-N-MORE	12/17/2021	12/31/2021	23.00	23.00	Open	N
	SAD 431 OIL CHANGE	pziemer					12/31/2021
	225-2120-42221 SQUAD CAR REPAIR SUPPLIES			23.00			
28884							
69259	MOTORS-N-MORE	12/20/2021	12/31/2021	23.00	23.00	Open	N
	SQD 429 OIL CHANGE	pziemer					12/31/2021
	225-2120-42221 SQUAD CAR REPAIR SUPPLIES			23.00			
28897							
69384	MOTORS-N-MORE	12/29/2021	12/31/2021	23.00	23.00	Open	N
	SQD 442 OIL CHANGE	pziemer					12/31/2021
	225-2120-42221 SQUAD CAR REPAIR SUPPLIES			23.00			
	Total for vendor 3168 - MOTORS-N-MORE:			69.00	69.00		
Vendor 0284 - OFFICE SHOP:							
319531-0							
69393	OFFICE SHOP	12/23/2021	12/31/2021	133.45	133.45	Open	N
	LIBRARY COPIER CONTRACT	pziemer					12/31/2021
	211-5505-43430 MISC - COPY MACHINE PYMTS			133.45			
319511-0							
69394	OFFICE SHOP	12/23/2021	12/31/2021	224.30	224.30	Open	N
	FD COPIER CONTRACT	pziemer					12/31/2021
	225-2220-43331 LEASED PAYMENTS			224.30			

Inv Num / Inv Ref#	Vendor / Description / GL Distribution	Inv Date / Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized / Post Date
	Total for vendor 0284 - OFFICE SHOP:			357.75	357.75		
Vendor 0521 - PITNEY BOWES IN:							
3105239279							
69312	PITNEY BOWES INC	12/26/2021	12/31/2021	651.24	651.24	Open	N
	POSTAGE MACHINE 10/30/21 - 01/29/22	pziemer					12/31/2021
	101-1940-43331 LEASE PAYMENTS			651.24			
	Total for vendor 0521 - PITNEY BOWES IN:			651.24	651.24		
Vendor 1238 - ROCKMOUNT :							
1267000							
69247	ROCKMOUNT RESEARCH & ALLOYS	12/15/2021	12/31/2021	1,370.82	1,370.82	Open	N
	ZETA SHOP SUPPLIES	pziemer					12/31/2021
	235-3100-42220 REPAIR & MAINT			1,370.82			
	Total for vendor 1238 - ROCKMOUNT :			1,370.82	1,370.82		
Vendor 2664 - RTVISION, INC.:							
2021-101630							
69275	RTVISION, INC.	12/01/2021	01/05/2022	3,300.00	3,300.00	Open	N
	RTVISION ONEOFFICE 2/1/22 - 1/31/23	pziemer					01/05/2022
	101-1700-43309 COMPUTER TECHNICAL SUPPORT			3,300.00			
	Total for vendor 2664 - RTVISION, INC.:			3,300.00	3,300.00		
Vendor 1636 - SCR - NORTHERN:							
W36720							
69366	SCR - NORTHERN BAXTER	12/01/2021	01/05/2022	929.31	929.31	Open	N
	HVAC HEAT VALVE REPLACEMENT - LESS S/	pziemer					12/31/2021
	211-5500-42220 REPAIR & MAINT			929.31			
W36638							
69367	SCR - NORTHERN BAXTER	12/01/2021	01/05/2022	898.00	898.00	Open	N
	HVAC ANNUAL MAINTENANCE	pziemer					12/31/2021
	211-5500-42220 REPAIR & MAINT			898.00			
	Total for vendor 1636 - SCR - NORTHERN:			1,827.31	1,827.31		
Vendor 3612 - SEVERSON PORTER:							
DEC 2021							
69386	SEVERSON PORTER LAW	12/29/2021	12/31/2021	16,131.55	16,131.55	Open	N
	DEC 21 PROSECUTION AGREEMENT	pziemer					12/31/2021
	225-2127-43310 MISDEMEANOR PROSECUTOR			16,131.55			
	Total for vendor 3612 - SEVERSON PORTER:			16,131.55	16,131.55		
Vendor 3862 - TARGET SOLUTIONS:							

Inv Num / Inv Ref#	Vendor / Description / GL Distribution	Inv Date / Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized / Post Date
INV39317							
69274	TARGET SOLUTIONS	12/21/2021	01/05/2022	4,061.80	4,061.80	Open	N
	2022 TRAINING	pziemer					01/05/2022
	225-2220-43330 PROFESSIONAL DEVELOPMENT			4,061.80			
	Total for vendor 3862 - TARGET SOLUTIONS:			4,061.80	4,061.80		
Vendor 0006 - WALMART COMMUNI:							
1639341731							
69369	WALMART COMMUNITY/GECRB	12/19/2021	12/31/2021	50.02	50.02	Open	N
	SANTA PAWS SPECIAL EVENT SUPPLIES	pziemer					12/31/2021
	230-5211-42210 OPERATING SUPPLIES			50.02			
	Total for vendor 0006 - WALMART COMMUNI:			50.02	50.02		
Vendor 0344 - WASTE PARTNERS:							
1BX00341							
69365	WASTE PARTNERS INC	12/01/2021	01/05/2022	84.78	84.78	Open	N
	NOV 21 LIBRARY WASTE REMOVAL	pziemer					12/31/2021
	211-5500-43380 UTILITIES			84.78			
	Total for vendor 0344 - WASTE PARTNERS:			84.78	84.78		
PCard: 2257 U.S. BANK Card Holder: CITY HALL							
Vendor 3698 - AMAZON:							
12/3/21							
69322	AMAZON	12/03/2021	12/31/2021	203.87	203.87	Open	N
	AWS CLOUD STORAGE NOV 21	pziemer					12/31/2021
	101-1800-43309 COMPUTER SUPPORT			203.87			
12/16/21							
69324	AMAZON	12/16/2021	12/31/2021	59.99	59.99	Open	N
	SKATE SHARPENER	pziemer					12/31/2021
	230-5220-42210 OPERATING SUPPLIES			59.99			
12/16/21 - 2							
69325	AMAZON	12/16/2021	12/31/2021	59.94	59.94	Open	N
	ICE SKATING SUPPLIES	pziemer					12/31/2021
	230-5220-42210 OPERATING SUPPLIES			59.94			
	Total for vendor 3698 - AMAZON:			323.80	323.80		
Vendor MISC - US DEPT OF TRANSPORTATION:							
12/20/21							
69326	US DEPT OF TRANSPORTATION	12/20/2021	01/05/2022	62.50	62.50	Open	N
	ANNUAL USDOT QUERIES 2022	pziemer					01/05/2022
	101-9200-43430 MISCELLANEOUS			62.50			

Inv Num / Inv Ref#	Vendor / Description / GL Distribution	Inv Date / Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized / Post Date
PCard: 2257 U.S. BANK Card Holder: CITY HALL							
	Total for vendor MISC - US DEPT OF TRANSPORTATION:			62.50	62.50		
Vendor 3858 - ZOOM VIDEO COMMUNICATIONS:							
12/18/21							
69323	ZOOM VIDEO COMMUNICATIONS	12/18/2021	12/31/2021	29.98	29.98	Open	N
	ZOOM SUBSCRIPTION 12/18-1/17/22	pziemer					12/31/2021
	101-1800-43309 COMPUTER SUPPORT			29.98			
	Total for vendor 3858 - ZOOM VIDEO COMMUNICATIONS:			29.98	29.98		
Total PCard: 2257 U.S. BANK Card Holder: CITY HALL				416.28	416.28		

Inv Num / Inv Ref#	Vendor / Description / GL Distribution	Inv Date / Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized / Post Date
PCard: 2257 U.S. BANK Card Holder: FIRE							
Vendor 3542 - 1ST IN EMERGENC:							
12/10/21							
69355	1ST IN EMERGENCY PRODUCTS	12/10/2021	12/31/2021	630.00	630.00	Open	N
	E21 ORGANIZER	pziemer					12/31/2021
	225-2220-42210 OPERATING SUPPLIES			630.00			
	Total for vendor 3542 - 1ST IN EMERGENC:			630.00	630.00		
Vendor 3877 - ALL HANDS FIRE EQUIPMENT:							
12/8/21							
69357	ALL HANDS FIRE EQUIPMENT	12/08/2021	12/31/2021	264.95	264.95	Open	N
	EXTRICATION GLOVES	pziemer					12/31/2021
	225-2220-42250 PERSONAL PROTECTIVE GEAR			264.95			
	Total for vendor 3877 - ALL HANDS FIRE EQUIPMENT:			264.95	264.95		
Vendor 3698 - AMAZON:							
12/1/21							
69352	AMAZON	12/01/2021	12/31/2021	254.68	254.68	Open	N
	T3 BATTERY CHARGER	pziemer					12/31/2021
	225-2220-42220 REPAIR & MAINT			254.68			
11/29/21 - 2							
69353	AMAZON	12/01/2021	12/31/2021	42.91	42.91	Open	N
	NOTEBOOKS	pziemer					12/31/2021
	225-2220-43435 BOOKS & PAMPHLETS			42.91			
12/8/21							
69356	AMAZON	12/08/2021	12/31/2021	100.71	100.71	Open	N
	VEHICLE WASH SOAP	pziemer					12/31/2021
	225-2220-42210 OPERATING SUPPLIES			100.71			
	Total for vendor 3698 - AMAZON:			398.30	398.30		
Vendor MISC - FIREHOSEDIRECT:							
11/29/21							
69363	FIREHOSEDIRECT	12/01/2021	12/31/2021	67.33	67.33	Open	N
	RED FIRE NOZZLE, BRASS TWIST NOZZLE	pziemer					12/31/2021
	225-2220-42210 OPERATING SUPPLIES			67.33			
	Total for vendor MISC - FIREHOSEDIRECT:			67.33	67.33		
Vendor 3719 - FLEET FARM:							
11/30/21							
69351	FLEET FARM	12/01/2021	12/31/2021	37.85	37.85	Open	N
	CLEANING SUPPLIES	pziemer					12/31/2021

Inv Num / Inv Ref#	Vendor / Description / GL Distribution	Inv Date / Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized / Post Date
PCard: 2257 U.S. BANK Card Holder: FIRE							
	225-2220-42210 OPERATING SUPPLIES			37.85			
	Total for vendor 3719 - FLEET FARM:			37.85	37.85		
Vendor 2989 - HOME DEPOT:							
12/8/21							
69354	HOME DEPOT	12/08/2021	12/31/2021	22.44	22.44	Open	N
	TOOL HOLDER	pziemer					12/31/2021
	225-2220-42210 OPERATING SUPPLIES			22.44			
12/9/21							
69358	HOME DEPOT	12/09/2021	12/31/2021	449.00	449.00	Open	N
	CORDLESS CHAINSAW KIT *DONATED FUNDS	pziemer					12/31/2021
	225-2220-42210 OPERATING SUPPLIES			449.00			
	Total for vendor 2989 - HOME DEPOT:			471.44	471.44		
Vendor 3979 - JORDAN'S PROFESSIONAL TOUCH:							
12/8/21							
69361	JORDAN'S PROFESSIONAL TOUCH	12/08/2021	12/31/2021	2,250.00	2,250.00	Open	N
	E21 7 YR CERAMIC COATING REMAINING B/	pziemer					12/31/2021
	225-2220-42220 REPAIR & MAINT			2,250.00			
	Total for vendor 3979 - JORDAN'S PROFESSIONAL TOUCH:			2,250.00	2,250.00		
Vendor 4003 - JP CUSTOMS:							
12/6/21							
69376	JP CUSTOMS	12/06/2021	12/31/2021	1,152.92	1,152.92	Open	N
	CUSTOM CHIN STRAPS	pziemer					12/31/2021
	225-2220-41113 UNIFORM ALLOWANCE			1,152.92			
	Total for vendor 4003 - JP CUSTOMS:			1,152.92	1,152.92		
Vendor 3994 - PAYPAL:							
12/20/21							
69359	PAYPAL	12/20/2021	12/31/2021	19.58	19.58	Open	N
	CLOSE BEFORE YOU DOZE KIT	pziemer					12/31/2021
	225-2220-43430 MISCELLANEOUS			19.58			
11/29/21							
69360	PAYPAL	12/01/2021	12/31/2021	(149.00)	(149.00)	Open	N
	CREDIT FOR FRAUD PAYPAL PURCHASE	pziemer					12/31/2021
	225-2220-42210 OPERATING SUPPLIES			(149.00)			
	Total for vendor 3994 - PAYPAL:			(129.42)	(129.42)		
Vendor 3959 - TASK FORCE 1:							

Inv Num / Inv Ref#	Vendor / Description / GL Distribution	Inv Date / Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized / Post Date
PCard: 2257 U.S. BANK Card Holder: FIRE							
12/16/21							
69362	TASK FORCE 1	12/16/2021	12/31/2021	1,000.00	1,000.00	Open	N
	EMERGENCY OPERATIONS PLAN	pziemer					12/31/2021
	225-2500-42210 OPERATING SUPPLIES			1,000.00			
	Total for vendor 3959 - TASK FORCE 1:			1,000.00	1,000.00		
Vendor 3697 - USPS:							
12/06/21							
69350	USPS	12/01/2021	12/31/2021	47.80	47.80	Open	N
	POSTAGE STAMPS	pziemer					12/31/2021
	225-2220-43322 POSTAGE			47.80			
	Total for vendor 3697 - USPS:			47.80	47.80		
Total PCard: 2257 U.S. BANK Card Holder: FIRE				6,191.17	6,191.17		

Inv Num / Inv Ref#	Vendor / Description / GL Distribution		Inv Date / Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized / Post Date
PCard: 2257 U.S. BANK Card Holder: LIBRARY								
Vendor 3698 - AMAZON:								
12/2/21								
69315	AMAZON		12/02/2021	12/31/2021	27.54	27.54	Open	N
	PLANNERS		pziemer					12/31/2021
	211-5501-43430	MISC - SPECIFIED DONATION USE			19.55			
	211-5501-43430	MISC - SPECIFIED DONATION USE			7.99			
12/10/21								
69317	AMAZON		12/10/2021	12/31/2021	30.02	30.02	Open	N
	CLEANING SUPPLIES		pziemer					12/31/2021
	211-5500-42220	REPAIR & MAINT			30.02			
		Total for vendor 3698 - AMAZON:			57.56	57.56		
Vendor MISC - MAILCHIMP:								
12/4/21								
69316	MAILCHIMP		12/04/2021	12/31/2021	30.99	30.99	Open	N
	MAILCHIMP 12/4/21		pziemer					12/31/2021
	211-5503-43430	MISC - USE OF HOLDEN TRUST			30.99			
		Total for vendor MISC - MAILCHIMP:			30.99	30.99		
Vendor MISC - MN DRIVERS MANUALS:								
12/13/21								
69318	MN DRIVERS MANUALS		12/13/2021	12/31/2021	548.24	548.24	Open	N
	DRIVER MANUALS		pziemer					12/31/2021
	211-5505-43430	MISC - COPY MACHINE PYMTS			548.24			
		Total for vendor MISC - MN DRIVERS MANUALS:			548.24	548.24		
Total PCard: 2257 U.S. BANK Card Holder: LIBRARY					636.79	636.79		

Inv Num / Inv Ref#	Vendor / Description / GL Distribution	Inv Date / Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized / Post Date
PCard: 2257 U.S. BANK Card Holder: PARKS							
Vendor 3711 - COSTCO:							
12/20/21							
69319	COSTCO	12/20/2021	12/31/2021	224.42	224.42	Open	N
	WARMING HOUSE/CONCESSION SUPPLIES	pziemer					12/31/2021
	230-5200-42210 OPERATING SUPPLIES			30.98			
	230-5204-42210 OPERATING SUPPLIES			193.44			
12/23/21							
69320	COSTCO	12/23/2021	12/31/2021	149.98	149.98	Open	N
	GGP/MMP WARMING HOUSE TRASH CANS	pziemer					12/31/2021
	230-5200-42220 REPAIR & MAINT			149.98			
	Total for vendor 3711 - COSTCO:			374.40	374.40		
Vendor 3719 - FLEET FARM:							
12/09/21							
69321	FLEET FARM	12/09/2021	12/31/2021	229.98	229.98	Open	N
	COLD WEATHER GEAR -LOKHORST	pziemer					12/31/2021
	230-5200-42210 OPERATING SUPPLIES			229.98			
	Total for vendor 3719 - FLEET FARM:			229.98	229.98		
Total PCard: 2257 U.S. BANK Card Holder: PARKS				604.38	604.38		

Inv Num / Inv Ref#	Vendor / Description / GL Distribution	Inv Date / Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized / Post Date
PCard: 2257 U.S. BANK Card Holder: POLICE							
Vendor 0011 - ACE HARDWARE:							
11/27/21							
69331	ACE HARDWARE	12/01/2021	12/31/2021	3.99	3.99	Open	N
	SQD 433 KEY	pziemer					12/31/2021
	225-2120-42221 SQUAD CAR REPAIR SUPPLIES			3.99			
	Total for vendor 0011 - ACE HARDWARE:			3.99	3.99		
Vendor 3698 - AMAZON:							
11/29/21							
69332	AMAZON	12/01/2021	12/31/2021	24.00	24.00	Open	N
	FREEZER ALARM	pziemer					12/31/2021
	225-2120-42240 SMALL TOOLS			24.00			
11/30/21							
69334	AMAZON	12/01/2021	12/31/2021	150.98	150.98	Open	N
	FLASH DRIVES	pziemer					12/31/2021
	225-2120-42210 OPERATING SUPPLIES			150.98			
12/20/21							
69344	AMAZON	12/20/2021	12/31/2021	106.99	106.99	Open	N
	MONITOR FILTER (MH)	pziemer					12/31/2021
	225-2120-42200 OFFICE SUPPLIES			106.99			
	Total for vendor 3698 - AMAZON:			281.97	281.97		
Vendor 3702 - CHEWY.COM:							
12/02/21							
69337	CHEWY.COM	12/02/2021	12/31/2021	58.90	58.90	Open	N
	K9 SUPPLIES - DOG FOOD	pziemer					12/31/2021
	225-2128-43430 MISC - K9 PROGRAM			58.90			
	Total for vendor 3702 - CHEWY.COM:			58.90	58.90		
Vendor 3156 - COUNTRY INN & S:							
12/8/21							
69338	COUNTRY INN & SUITES	12/08/2021	12/31/2021	108.19	108.19	Open	N
	712-ICAC TRAINING	pziemer					12/31/2021
	225-2120-43330 PROFESSIONAL DEVELOPMENT			108.19			
	Total for vendor 3156 - COUNTRY INN & S:			108.19	108.19		
Vendor 4002 - DEFENSIVE EDGE TRAINING:							
11/24/21							
69329	DEFENSIVE EDGE TRAINING	12/01/2021	12/31/2021	919.00	919.00	Open	N
	ARMORER TOOL KIT	pziemer					12/31/2021

Inv Num / Inv Ref#	Vendor / Description / GL Distribution		Inv Date / Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized / Post Date
PCard: 2257 U.S. BANK Card Holder: POLICE								
	225-2120-42210	OPERATING SUPPLIES			919.00			
	Total for vendor 4002 - DEFENSIVE EDGE TRAINING:				919.00	919.00		
Vendor 3974 - DUNHAMS SPORTS :								
12/20/21								
69345	DUNHAMS SPORTS		12/20/2021	12/31/2021	19.96	19.96	Open	N
	CSO UNIFORM HATS		pziemer					12/31/2021
	225-2121-41113	UNIFORM ALLOWANCE			19.96			
	Total for vendor 3974 - DUNHAMS SPORTS :				19.96	19.96		
Vendor 3703 - TRANSUNION RISK:								
12/01/21								
69336	TRANSUNION RISK		12/01/2021	12/31/2021	150.00	150.00	Open	N
	INVESTIGATIONS/PKNG TKT COLLECTIONS		pziemer					12/31/2021
	225-2120-42210	OPERATING SUPPLIES			150.00			
	Total for vendor 3703 - TRANSUNION RISK:				150.00	150.00		
Vendor 3697 - USPS:								
11/26/21								
69330	USPS		12/01/2021	12/31/2021	12.25	12.25	Open	N
	POSTAGE		pziemer					12/31/2021
	225-2120-43322	POSTAGE			12.25			
11/29/21								
69333	USPS		12/01/2021	12/31/2021	4.08	4.08	Open	N
	POSTAGE		pziemer					12/31/2021
	225-2120-43322	POSTAGE			4.08			
12/01/21								
69335	USPS		12/01/2021	12/31/2021	1.16	1.16	Open	N
	POSTAGE		pziemer					12/31/2021
	225-2120-43322	POSTAGE			1.16			
12/08/21								
69339	USPS		12/08/2021	12/31/2021	69.36	69.36	Open	N
	POSTAGE		pziemer					12/31/2021
	225-2120-43322	POSTAGE			69.36			
12/09/21								
69340	USPS		12/09/2021	12/31/2021	10.10	10.10	Open	N
	POSTAGE		pziemer					12/31/2021
	225-2120-43322	POSTAGE			10.10			

Inv Num / Inv Ref#	Vendor / Description / GL Distribution		Inv Date / Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized / Post Date
PCard: 2257 U.S. BANK Card Holder: POLICE								
12/10/21								
69341	USPS		12/10/2021	12/31/2021	4.30	4.30	Open	N
	POSTAGE		pziemer					12/31/2021
	225-2120-43322	POSTAGE			4.30			
12/15/21								
69342	USPS		12/15/2021	12/31/2021	8.80	8.80	Open	N
	POSTAGE		pziemer					12/31/2021
	225-2120-43322	POSTAGE			8.80			
12/17/21								
69343	USPS		12/17/2021	12/31/2021	5.10	5.10	Open	N
	POSTAGE		pziemer					12/31/2021
	225-2120-43322	POSTAGE			5.10			
12/21/21								
69346	USPS		12/21/2021	12/31/2021	8.80	8.80	Open	N
	POSTAGE		pziemer					12/31/2021
	225-2120-43322	POSTAGE			8.80			
		Total for vendor 3697 - USPS:			123.95	123.95		
Total PCard: 2257 U.S. BANK Card Holder: POLICE					1,665.96	1,665.96		

Inv Num / Inv Ref#	Vendor / Description / GL Distribution	Inv Date / Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized / Post Date
PCard: 2257 U.S. BANK Card Holder: STREETS							
Vendor 3871 - MN STATE COLLEGES & UNIVERSITIES:							
12/14/21							
69327	MN STATE COLLEGES & UNIVERSITIES	12/14/2021	12/31/2021	100.00	100.00	Open	N
	MNDOT INSPECTION RECERT - M. BUSH	pziemer					12/31/2021
	235-3100-43330 PROFESSIONAL DEVELOPMENT			100.00			
	Total for vendor 3871 - MN STATE COLLEGES & UNIVERSITIES:			100.00	100.00		
Vendor 3885 - THE UPS STORE:							
12/7/21							
69328	THE UPS STORE	12/07/2021	12/31/2021	76.86	76.86	Open	N
	VACTOR REMOTE POSTAGE	pziemer					12/31/2021
	237-3190-42220 REPAIR & MAINT			76.86			
	Total for vendor 3885 - THE UPS STORE:			76.86	76.86		
Total PCard: 2257 U.S. BANK Card Holder: STREETS				176.86	176.86		

INVOICE REGISTER REPORT FOR CITY OF BRAINERD
EXP CHECK RUN DATES 01/03/2022 - 01/03/2022
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

Inv Num / Inv Ref# / Vendor / Description / GL Distribution	Inv Date / Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized / Post Date
# of Invoices: 83	# Due: 83	Totals:	51,562.60	51,562.60		
# of Credit Memos: 1	# Due: 1	Totals:	(149.00)	(149.00)		
Net of Invoices and Credit Memos:			51,413.60	51,413.60		

--- TOTALS BY GL DISTRIBUTION ---

101-1700-43309	COMPUTER TECHNICAL SUPPORT	3,300.00
101-1800-43309	COMPUTER SUPPORT	233.85
101-1940-43331	LEASE PAYMENTS	651.24
101-1940-43380	UTILITIES	1,765.00
101-9200-43430	MISCELLANEOUS	244.50
211-0000-20800	DUE TO OTHER GOVT UNITS	216.00
211-5500-42220	REPAIR & MAINT	1,939.23
211-5500-43380	UTILITIES	84.78
211-5501-43430	MISC - SPECIFIED DONATION USE	27.54
211-5503-43430	MISC - USE OF HOLDEN TRUST	284.61
211-5505-43430	MISC - COPY MACHINE PYMTS	681.69
225-2120-41113	UNIFORM ALLOWANCE	271.50
225-2120-42200	OFFICE SUPPLIES	106.99
225-2120-42210	OPERATING SUPPLIES	1,219.98
225-2120-42221	SQUAD CAR REPAIR SUPPLIES	72.99
225-2120-42240	SMALL TOOLS	24.00
225-2120-43322	POSTAGE	123.95
225-2120-43330	PROFESSIONAL DEVELOPMENT	108.19
225-2120-43380	UTILITIES	1,255.00
225-2121-41113	UNIFORM ALLOWANCE	19.96
225-2127-43310	MISDEMEANOR PROSECUTOR	16,131.55
225-2128-43430	MISC - K9 PROGRAM	58.90
225-2220-41113	UNIFORM ALLOWANCE	1,152.92
225-2220-42210	OPERATING SUPPLIES	1,175.05
225-2220-42220	REPAIR & MAINT	2,504.68
225-2220-42250	PERSONAL PROTECTIVE GEAR	264.95
225-2220-43309	COMPUTER TECHNICAL SUPPORT	6,545.76
225-2220-43322	POSTAGE	47.80
225-2220-43330	PROFESSIONAL DEVELOPMENT	4,061.80
225-2220-43331	LEASED PAYMENTS	224.30
225-2220-43380	UTILITIES	238.00
225-2220-43430	MISCELLANEOUS	19.58
225-2220-43435	BOOKS & PAMPHLETS	42.91
225-2500-42210	OPERATING SUPPLIES	1,000.00
225-2700-43300	PROFESSIONAL SERVICES	2,298.00
227-3230-43428	USED OIL RECYCLING EXPENSE	50.00
230-0000-10300	CHANGE FUND	60.00
230-5200-42210	OPERATING SUPPLIES	307.16
230-5200-42220	REPAIR & MAINT	305.46
230-5204-42210	OPERATING SUPPLIES	193.44
230-5211-42210	OPERATING SUPPLIES	50.02
230-5220-42210	OPERATING SUPPLIES	119.93
235-3100-42220	REPAIR & MAINT	1,370.82
235-3100-43330	PROFESSIONAL DEVELOPMENT	100.00
235-3100-43380	UTILITIES	238.00
235-3100-43430	MISCELLANEOUS	103.19
235-3125-42220	REPAIR & MAINT	41.52
237-3190-42220	REPAIR & MAINT	76.86

INVOICE REGISTER REPORT FOR CITY OF BRAINERD
EXP CHECK RUN DATES 01/03/2022 - 01/03/2022
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

Inv Num / Inv Ref#	Vendor / Description / GL Distribution	Inv Date / Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized / Post Date
--- TOTALS BY FUND ---							
	101 - GENERAL FUND			6,194.59	6,194.59		
	211 - LIBRARY FUND			3,233.85	3,233.85		
	225 - PUBLIC SAFETY FUND			38,968.76	38,968.76		
	227 - RECYCLING FUND			50.00	50.00		
	230 - PARK & RECREATION FUND			1,036.01	1,036.01		
	235 - STREET & SEWER FUND			1,853.53	1,853.53		
	237 - SANITARY SEWER FUND			76.86	76.86		
--- TOTALS BY DEPT/ACTIVITY ---							
	0000 -			276.00	276.00		
	1700 - ENGINEERING			3,300.00	3,300.00		
	1800 - IT/GIS			233.85	233.85		
	1940 - CITY HALL			2,416.24	2,416.24		
	2120 - POLICE DEPARTMENT			3,182.60	3,182.60		
	2121 - COMMUNITY SERVICE			19.96	19.96		
	2127 - MISDEMEANOR PROSECUTOR			16,131.55	16,131.55		
	2128 - K-9 PROGRAM			58.90	58.90		
	2220 - FIRE DEPARTMENT			16,277.75	16,277.75		
	2500 - CIVIL DEFENSE			1,000.00	1,000.00		
	2700 - ANIMAL CONTROL			2,298.00	2,298.00		
	3100 - S & S MAINTENANCE			1,812.01	1,812.01		
	3125 - SNOW REMOVAL			41.52	41.52		
	3190 - SANITARY SEWER EXPENSE			76.86	76.86		
	3230 - RECYCLING EXPENSE			50.00	50.00		
	5200 - PARK MAIN/ADMINISTRATION			612.62	612.62		
	5204 - CONCESSIONS			193.44	193.44		
	5211 - SPECIAL EVENTS PROGRAM			50.02	50.02		
	5220 - OUTDOOR RINKS			119.93	119.93		
	5500 - LIBRARY-BUDGETED			2,024.01	2,024.01		
	5501 - SPECIFIED DONATION USE			27.54	27.54		
	5503 - HOLDEN TRUST DONATION USE			284.61	284.61		
	5505 - TAXABLE FEES			681.69	681.69		
	9200 - CITY-WIDE			244.50	244.50		

INVOICE REGISTER REPORT FOR CITY OF BRAINERD
EXP CHECK RUN DATES 12/30/2021 - 12/30/2021
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

Inv Num / Inv Ref#	Vendor / Description / GL Distribution	Inv Date / Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized / Post Date
Vendor 0041 - ANDERSON BROTHE:							
PAY REQ 4 FINAL							
69373	ANDERSON BROTHERS CONSTRU	12/29/2021	12/30/2021	77,893.04	77,893.04	Open	N
	IMP 19-01 PAY REQ 4 FINAL	pziemer					12/30/2021
	401-1901-45530 PYMTS TO CONTRACTORS			77,893.04			
	Total for vendor 0041 - ANDERSON BROTHE:			77,893.04	77,893.04		
Vendor 0944 - ASPEN MILLS:							
285565							
69265	ASPEN MILLS	12/16/2021	12/30/2021	42.00	42.00	Open	N
	UNIFORM	pziemer					12/30/2021
	225-2220-41113 UNIFORM ALLOWANCE			42.00			
285566							
69266	ASPEN MILLS	12/16/2021	12/30/2021	149.77	149.77	Open	N
	UNIFORM	pziemer					12/30/2021
	225-2220-41113 UNIFORM ALLOWANCE			149.77			
285870							
69277	ASPEN MILLS	12/20/2021	12/30/2021	74.56	74.56	Open	N
	UNIFORM	pziemer					12/30/2021
	225-2220-41113 UNIFORM ALLOWANCE			74.56			
	Total for vendor 0944 - ASPEN MILLS:			266.33	266.33		
Vendor 4001 - BADEAUX, DAVE:							
12/22/21							
69303	BADEAUX, DAVE	12/22/2021	12/30/2021	135.79	135.79	Open	N
	SLEDS - MAYOR CONTIGENCY FUND	pziemer					12/30/2021
	245-1310-43430 MISCELLANEOUS			135.79			
	Total for vendor 4001 - BADEAUX, DAVE:			135.79	135.79		
Vendor 0296 - BRAINERD PUBLIC:							
12/27/21							
69302	BRAINERD PUBLIC UTILITIES	12/27/2021	12/30/2021	9,408.60	9,408.60	Open	N
	REMIT DEC 21 SPECIAL ASSESSMENTS	pziemer					12/30/2021
	101-0000-20800 DUE TO OTHER GOVT UNITS			9,408.60			
DEC 21 COBRA							
69304	BRAINERD PUBLIC UTILITIES	12/27/2021	12/30/2021	3,243.72	3,243.72	Open	N
	REMIT DEC 21 WEX COBRA	pziemer					12/30/2021
	101-0000-22800 OTHER LIABILITIES			3,243.72			
	Total for vendor 0296 - BRAINERD PUBLIC:			12,652.32	12,652.32		
Vendor 0929 - BRAUN INTERTEC:							

Inv Num / Inv Ref#	Vendor / Description / GL Distribution	Inv Date / Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized / Post Date
B279107							
69306	BRAUN INTERTEC CORP	12/27/2021	12/30/2021	1,140.50	1,140.50	Open	N
	IMP 19-01 THRU 12/17/21	pziemer					12/30/2021
	401-1901-43300 PROFESSIONAL SERVICES			1,140.50			
	Total for vendor 0929 - BRAUN INTERTEC:			1,140.50	1,140.50		
Vendor 0447 - CDW GOVERNMENT,:							
P364734							
69243	CDW GOVERNMENT, INC	12/10/2021	12/30/2021	109.20	109.20	Open	N
	HDMI HIGH SPEED CABLE	pziemer					12/30/2021
	101-1800-42210 OPERATING SUPPLIES			109.20			
P445820							
69244	CDW GOVERNMENT, INC	12/07/2021	12/30/2021	365.78	365.78	Open	N
	BROTHER MOBILE PRINTER	pziemer					12/30/2021
	400-9050-45530 CAPITAL - OTHER			365.78			
P445817							
69245	CDW GOVERNMENT, INC	12/07/2021	12/30/2021	365.78	365.78	Open	N
	BROTHER MOBILE PRINTER	pziemer					12/30/2021
	400-9050-45530 CAPITAL - OTHER			365.78			
	Total for vendor 0447 - CDW GOVERNMENT,:			840.76	840.76		
Vendor 0307 - CENTERPOINT ENE:							
11078538-3/DEC 21							
69279	CENTERPOINT ENERGY	12/16/2021	12/30/2021	249.73	249.73	Open	N
	11/15/21-12/14/21 FD UTILITIES	pziemer					12/30/2021
	225-2220-43380 UTILITIES			249.73			
6004720-6/DEC 21							
69284	CENTERPOINT ENERGY	12/16/2021	12/30/2021	386.26	386.26	Open	N
	11/15/21-12/14/21 FIRE STATION UTILI	pziemer					12/30/2021
	225-2220-43380 UTILITIES			386.26			
5933799-8/DEC 21							
69287	CENTERPOINT ENERGY	12/16/2021	12/30/2021	253.79	253.79	Open	N
	11/15/21-12/14/21 PARK UTILITIES	pziemer					12/30/2021
	230-5200-43380 UTILITIES			253.79			
5974635-4/DEC 21							
69288	CENTERPOINT ENERGY	12/16/2021	12/30/2021	777.31	777.31	Open	N
	11/15/21-12/14/21 DEC 21 STREET DEPT	pziemer					12/30/2021
	235-3100-43380 UTILITIES			777.31			
5956221-5/DEC 21							
69289	CENTERPOINT ENERGY	12/16/2021	12/30/2021	120.37	120.37	Open	N
	11/15/21-12/14/21 POLICE DEPT UTILIT	pziemer					12/30/2021
	225-2120-43380 UTILITIES			120.37			

Inv Num / Inv Ref#	Vendor / Description / GL Distribution	Inv Date / Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized / Post Date
2942870-6/DEC 21							
69290	CENTERPOINT ENERGY	12/16/2021	12/30/2021	628.51	628.51	Open	N
	11/15/21-12/14/21 CITY HALL UTILITIES	pziemer					12/30/2021
	101-1940-43380 UTILITIES			628.51			
6031615-5/DEC 21							
69291	CENTERPOINT ENERGY	12/16/2021	12/30/2021	464.81	464.81	Open	N
	11/15/21-12/14/21 ANNEX UTILITIES	pziemer					12/30/2021
	101-1940-43380 UTILITIES			464.81			
6032449-8/DEC 21							
69292	CENTERPOINT ENERGY	12/16/2021	12/30/2021	1,087.04	1,087.04	Open	N
	11/15/21-12/14/21 LIBRARY UTILITIES	pziemer					12/30/2021
	211-5500-43380 UTILITIES			1,087.04			
	Total for vendor 0307 - CENTERPOINT ENE:			3,967.82	3,967.82		
Vendor 0119 - CLAREY'S SAFETY:							
197682							
69267	CLAREY'S SAFETY EQUIPMENT	12/20/2021	12/30/2021	4,580.00	4,580.00	Open	N
	COMPRESSOR REPAIR	pziemer					12/30/2021
	225-2220-42220 REPAIR & MAINT			4,580.00			
	Total for vendor 0119 - CLAREY'S SAFETY:			4,580.00	4,580.00		
Vendor 0122 - COMMUNITY ACTIO:							
2021 YEAR END							
69372	COMMUNITY ACTION	12/29/2021	12/30/2021	5,484.37	5,484.37	Open	N
	REMIT 2021 END OF YEAR LEVY PYMNT	pziemer					12/30/2021
	101-9200-43460 REMIT COMMUNITY ACTION LEVY			5,484.37			
	Total for vendor 0122 - COMMUNITY ACTIO:			5,484.37	5,484.37		
Vendor 0135 - CWC TREASURER:							
4695/CH							
69250	CWC TREASURER	12/16/2021	12/30/2021	1,178.89	1,178.89	Open	N
	4TH QTR EXP. CITY HALL	pziemer					12/30/2021
	101-1940-42220 REPAIR & MAINT			1,178.89			
4695/PD							
69251	CWC TREASURER	12/16/2021	12/30/2021	96.38	96.38	Open	N
	4TH QTR 21 - PD EXPENSES	pziemer					12/30/2021
	225-2120-42220 REPAIR & MAINT			96.38			
4695/ANNEX							
69252	CWC TREASURER	12/16/2021	12/30/2021	230.48	230.48	Open	N
	4TH QTR 21 ANNEX EXPENSES	pziemer					12/30/2021
	101-1940-42220 REPAIR & MAINT			230.48			

Inv Num / Inv Ref#	Vendor / Description / GL Distribution	Inv Date / Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized / Post Date
4695/FD							
69253	CWC TREASURER	12/16/2021	12/30/2021	1,880.88	1,880.88	Open	N
	4TH QTR 2021 FD EXPENSES	pziemer					12/30/2021
	225-2220-42221 R&M BUILDING			1,880.88			
4695/LIB							
69254	CWC TREASURER	12/16/2021	12/30/2021	424.89	424.89	Open	N
	4TH QTR 2021 LIBRARY EXPENSES	pziemer					12/30/2021
	211-5500-42220 REPAIR & MAINT			424.89			
	Total for vendor 0135 - CWC TREASURER:			3,811.52	3,811.52		
Vendor 1815 - F.I.R.E. CROSSL:							
5343							
69349	F.I.R.E. CROSSLAKE	12/28/2021	12/30/2021	700.00	700.00	Open	N
	ACTIVE SHOOTER TRAINING	pziemer					12/30/2021
	225-2220-43330 PROFESSIONAL DEVELOPMENT			700.00			
	Total for vendor 1815 - F.I.R.E. CROSSL:			700.00	700.00		
Vendor 0170 - FASTENAL COMPAN:							
MNBAX250558							
69248	FASTENAL COMPANY	12/09/2021	12/30/2021	275.90	275.90	Open	N
	BIG ORANGE-E 5 GAL-PARTS CLEANER	pziemer					12/30/2021
	230-5200-42220 REPAIR & MAINT			275.90			
	Total for vendor 0170 - FASTENAL COMPAN:			275.90	275.90		
Vendor 1913 - GRAND FORKS FIR:							
33730							
69269	GRAND FORKS FIRE EQUIPMENT LLC	12/21/2021	12/30/2021	419.00	419.00	Open	N
	CHAIN SAW ADAPTOR KIT	pziemer					12/30/2021
	225-2220-42210 OPERATING SUPPLIES			419.00			
	Total for vendor 1913 - GRAND FORKS FIR:			419.00	419.00		
Vendor 2673 - H & L MESABI CO:							
41587							
69246	H & L MESABI COMPANY	12/15/2021	12/30/2021	4,720.56	4,720.56	Open	N
	CARBIDE BLADES	pziemer					12/30/2021
	235-3100-42220 REPAIR & MAINT			4,720.56			
	Total for vendor 2673 - H & L MESABI CO:			4,720.56	4,720.56		
Vendor 0209 - HEARTLAND TIRE:							
3029539							
69299	HEARTLAND TIRE INC.	12/21/2021	12/30/2021	680.04	680.04	Open	N
	SQD 429 TIRES	pziemer					12/30/2021

Inv Num / Inv Ref#	Vendor / Description / GL Distribution	Inv Date / Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized / Post Date
	225-2120-42221	SQUAD CAR REPAIR SUPPLIES		680.04			
	Total for vendor 0209 - HEARTLAND TIRE:			680.04	680.04		
Vendor 0203 - HOLDEN ELECTRIC:							
64903							
69347	HOLDEN ELECTRIC	12/02/2021	12/30/2021	1,025.90	1,025.90	Open	N
	GGP WARMING HOUSE- HEATER/FLAG LIGHT	pziemer					12/30/2021
	230-5200-42220	REPAIR & MAINT		1,025.90			
	Total for vendor 0203 - HOLDEN ELECTRIC:			1,025.90	1,025.90		
Vendor 0220 - KENNEDY & GRAVE:							
BR345-00134							
69382	KENNEDY & GRAVEN	12/01/2021	12/30/2021	0.00	0.00	Void	N
	SALE OF INDUSTRIAL PARK LOTS 2021 - C	pziemer					12/30/2021
	295-6510-43300	PROFESSIONAL SERVICES		252.00			
165157							
69383	KENNEDY & GRAVEN	12/01/2021	12/30/2021	1,134.00	1,134.00	Open	N
	SALE OF INDUSTRIAL PARK LOTS 2021	pziemer					12/30/2021
	295-0000-20600	DEPOSITS PAYABLE		882.00			
	295-6510-43300	PROFESSIONAL SERVICES		252.00			
	Total for vendor 0220 - KENNEDY & GRAVE:			1,134.00	1,134.00		
Vendor 1512 - KIRVIDA FIRE IN:							
10152							
69270	KIRVIDA FIRE INC	12/10/2021	12/30/2021	271.88	271.88	Open	N
	E3 HOSELINE DRAIN VALVE REPAIR	pziemer					12/30/2021
	225-2220-42220	REPAIR & MAINT		271.88			
	Total for vendor 1512 - KIRVIDA FIRE IN:			271.88	271.88		
Vendor 3118 - KULZER, MICHAEL:							
12/23/21							
69300	KULZER, MICHAEL	12/23/2021	12/30/2021	129.98	129.98	Open	N
	UNIFORMWEAR	pziemer					12/30/2021
	225-2120-41113	UNIFORM ALLOWANCE		129.98			
	Total for vendor 3118 - KULZER, MICHAEL:			129.98	129.98		
Vendor 3469 - LAKES AREA MAT:							
20211207 #522							
69293	LAKES AREA MAT SERVICE INC	12/07/2021	12/30/2021	42.56	42.56	Open	N
	CITY HALL FLOOR MATS	pziemer					12/30/2021
	101-1940-43410	RENTAL EXPENSE		42.56			

Inv Num / Inv Ref#	Vendor / Description / GL Distribution	Inv Date / Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized / Post Date
20211221 #522							
69294	LAKES AREA MAT SERVICE INC	12/21/2021	12/30/2021	42.56	42.56	Open	N
	CITY HALL FLOOR MATS	pziemer					12/30/2021
	101-1940-43410 RENTAL EXPENSE			42.56			
20211207 #520							
69295	LAKES AREA MAT SERVICE INC	12/07/2021	12/30/2021	41.44	41.44	Open	N
	POLICE DEPT FLOOR MATS	pziemer					12/30/2021
	225-2120-43300 PROFESSIONAL SERVICES			41.44			
20211221 #520							
69296	LAKES AREA MAT SERVICE INC	12/21/2021	12/30/2021	41.44	41.44	Open	N
	POLICE DEPT FLOOR MATS	pziemer					12/30/2021
	225-2120-43300 PROFESSIONAL SERVICES			41.44			
	Total for vendor 3469 - LAKES AREA MAT:			168.00	168.00		
Vendor 0313 - LAKES AREA SENI:							
2021 YEAR END							
69371	LAKES AREA SENIOR CENTER	12/29/2021	12/30/2021	5,487.94	5,487.94	Open	N
	REMIT 2021 END OF YEAR LEVY PYMNT	pziemer					12/30/2021
	101-9200-43461 REMIT SENIOR CITIZEN LEVY			5,487.94			
	Total for vendor 0313 - LAKES AREA SENI:			5,487.94	5,487.94		
Vendor 1753 - MARCO:							
INV9451251							
69314	MARCO	12/17/2021	12/30/2021	1,504.00	1,504.00	Open	N
	OFFICE365 11/16/21-12/15/21	pziemer					12/30/2021
	101-1800-43309 COMPUTER SUPPORT			1,504.00			
	Total for vendor 1753 - MARCO:			1,504.00	1,504.00		
Vendor 0889 - MENARDS - BAXTE:							
65186							
69348	MENARDS - BAXTER	12/01/2021	12/30/2021	16.98	16.98	Open	N
	PAINT SUPPLIES - SANDING DISC, ROLLEF	pziemer					12/30/2021
	230-5200-42220 REPAIR & MAINT			16.98			
	Total for vendor 0889 - MENARDS - BAXTE:			16.98	16.98		
Vendor 0418 - MN POLICE CHIEF:							
12744							
69257	MN CHIEF'S OF POLICE ASSO	12/17/2021	12/30/2021	406.00	406.00	Open	N
	2022 MEMBERSHIP RENEWAL	pziemer					12/30/2021
	225-2120-43433 DUES & SUBSCRIPTIONS			406.00			
	Total for vendor 0418 - MN POLICE CHIEF:			406.00	406.00		

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Vendor 3524 - MN STATE FIRE C:							
3247							
69271	MN STATE FIRE CHIEFS ASSOCIATION	12/16/2021	12/30/2021	315.00	315.00	Open	N
	2022 MN FIRE CHIEFS ASSN DUES	pziemer					12/30/2021
	225-0000-15510 PREPAID OTHER			315.00			
	Total for vendor 3524 - MN STATE FIRE C:			315.00	315.00		
Vendor 3671 - NAC MECHANICAL:							
CH REMODEL FINAL							
69297	NAC MECHANICAL & ELECTRICAL SERVICE	12/20/2021	12/30/2021	1,108.20	1,108.20	Open	N
	CITY HALL REMODEL - FINAL	pziemer					12/30/2021
	400-1980-45530 PYMTS TO CONTRACTORS			1,108.20			
2192-01-01							
69298	NAC MECHANICAL & ELECTRICAL SERVICE	12/17/2021	12/30/2021	1,382.00	1,382.00	Open	N
	CITY HALL REMODEL FINAL	pziemer					12/30/2021
	400-1980-45530 PYMTS TO CONTRACTORS			1,382.00			
	Total for vendor 3671 - NAC MECHANICAL:			2,490.20	2,490.20		
Vendor 1153 - NORTHLAND ARBOR:							
2021 YEAR END							
69370	NORTHLAND ARBORETUM	12/29/2021	12/30/2021	5,484.15	5,484.15	Open	N
	REMIT 2021 END OF YEAR LEVY PYMNT	pziemer					12/30/2021
	101-9200-43462 REMIT ARBORETUM LEVY			5,484.15			
	Total for vendor 1153 - NORTHLAND ARBOR:			5,484.15	5,484.15		
Vendor 0736 - NORTHLAND FIRE:							
47557							
69273	NORTHLAND FIRE PROTECTION	12/17/2021	12/30/2021	1,577.05	1,577.05	Open	N
	CERTIFY EXTINGUISHERS	pziemer					12/30/2021
	225-2220-43300 PROFESSIONAL SERVICES			1,577.05			
	Total for vendor 0736 - NORTHLAND FIRE:			1,577.05	1,577.05		
Vendor 0501 - PAUL BAERTSCHI:							
2022							
69260	PAUL BAERTSCHI	12/14/2021	12/30/2021	170.00	170.00	Open	N
	2022 MN POLICE BRIEFS	pziemer					12/30/2021
	225-2120-43433 DUES & SUBSCRIPTIONS			170.00			
	Total for vendor 0501 - PAUL BAERTSCHI:			170.00	170.00		
Vendor 3413 - RATWIK, ROSZAK:							

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NOV 21							
69374	RATWIK, ROSZAK AND MALONEY	12/01/2021	12/30/2021	10,482.88	10,482.88	Open	N
	NOV 21 SPECIAL SERVICES/RETAINER	pziemer					12/30/2021
	101-1610-43301 CITY ATTORNEY			4,556.88			
	101-1610-43301 CITY ATTORNEY			3,240.00			
	401-9030-43300-21:16 PROFESSIONAL SERVICES			375.00			
	401-1902-43300 PROFESSIONAL SERVICES			1,330.00			
	401-1919-43300 PROFESSIONAL SERVICES			522.00			
	401-1609-43300 PROFESSIONAL SERVICES			234.00			
	101-0000-14100 DUE FROM COMPONENT UNIT			225.00			
	Total for vendor 3413 - RATWIK, ROSZAK:			10,482.88	10,482.88		
Vendor 3111 - REED, JOEL:							
12/10/21							
69261	REED, JOEL	12/10/2021	12/30/2021	116.48	116.48	Open	N
	MILEAGE REIMB -LEADERSHIP ACADEMY TR	pziemer					12/30/2021
	225-2120-43330 PROFESSIONAL DEVELOPMENT			116.48			
	Total for vendor 3111 - REED, JOEL:			116.48	116.48		
Vendor 3667 - RUBADO, JOE:							
2021 MILEAGE							
69285	RUBADO, JOE	12/20/2021	12/30/2021	196.90	196.90	Open	N
	2021 BATTALION CHIEF MILEAGE	pziemer					12/30/2021
	225-2220-43430 MISCELLANEOUS			196.90			
	Total for vendor 3667 - RUBADO, JOE:			196.90	196.90		
Vendor 3768 - SADUSKY RENOVATIONS:							
36							
69256	SADUSKY RENOVATIONS	12/20/2021	12/30/2021	1,763.33	1,763.33	Open	N
	10/18-12/15 INSPECTION SERVICES	pziemer					12/30/2021
	101-2400-43300 PROFESSIONAL SERVICES			1,763.33			
	Total for vendor 3768 - SADUSKY RENOVATIONS:			1,763.33	1,763.33		
Vendor 4000 - SCHELLIN, JEFF:							
2021 MILEAGE							
69286	SCHELLIN, JEFF	12/20/2021	12/30/2021	160.83	160.83	Open	N
	2021 BATTALION CHIEF MILEAGE	pziemer					12/30/2021
	225-2220-43430 MISCELLANEOUS			160.83			
	Total for vendor 4000 - SCHELLIN, JEFF:			160.83	160.83		
Vendor 2589 - STAPLES ADVANTA:							

Inv Num / Inv Ref#	Vendor / Description / GL Distribution		Inv Date / Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized / Post Date
3494517794								
69255	STAPLES ADVANTAGE		12/04/2021	12/30/2021	66.98	66.98	Open	N
	COPY PAPER		pziemer					12/30/2021
	225-2220-42200	OFFICE SUPPLIES			66.98			
3494517774								
69262	STAPLES ADVANTAGE		12/04/2021	12/30/2021	192.87	192.87	Open	N
	COPY PAPER/EVIDENCE LABELS		pziemer					12/30/2021
	225-2120-42200	OFFICE SUPPLIES			167.45			
	225-2120-42210	OPERATING SUPPLIES			25.42			
	Total for vendor 2589 - STAPLES ADVANTA:				259.85	259.85		
Vendor 0322 - STREICHERS PROF:								
I1539924								
69263	STREICHERS PROF EQUIP		12/14/2021	12/30/2021	119.98	119.98	Open	N
	725BJ - INITIAL ISSUE		pziemer					12/30/2021
	225-2120-41113	UNIFORM ALLOWANCE			119.98			
I1539908								
69276	STREICHERS PROF EQUIP		12/14/2021	12/30/2021	64.99	64.99	Open	N
	773MB CSO UNIFORM SHIRTS		pziemer					12/30/2021
	225-2121-41113	UNIFORM ALLOWANCE			64.99			
I1540654								
69301	STREICHERS PROF EQUIP		12/17/2021	12/30/2021	38.97	38.97	Open	N
	702 UNIFORM NAMEPLATES		pziemer					12/30/2021
	225-2120-41113	UNIFORM ALLOWANCE			38.97			
	Total for vendor 0322 - STREICHERS PROF:				223.94	223.94		
Vendor 3915 - SVI LLC:								
S1512								
69272	SPECIALTY VEHICLES INTERNATIONAL		12/03/2021	12/30/2021	947.00	947.00	Open	N
	UTV SHOCKS		pziemer					12/30/2021
	225-2220-42220	REPAIR & MAINT			947.00			
	Total for vendor 3915 - SVI LLC:				947.00	947.00		
Vendor 0329 - TOMS BACKHOE SE:								
7041								
69308	TOMS BACKHOE SERVICE INC		12/23/2021	12/30/2021	6,925.06	6,925.06	Open	N
	12/21 DOWNTOWN SNOW REMOVAL 4 IN BASI		pziemer					12/30/2021
	235-3125-43402	DOWNTOWN SNOW REMOVAL			6,925.06			
	Total for vendor 0329 - TOMS BACKHOE SE:				6,925.06	6,925.06		
Vendor 2924 - VERIZON WIRELES:								

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9895157796								
69305	VERIZON WIRELESS		12/15/2021	12/30/2021	245.07	245.07	Open	N
	NOV - DEC IPADS		pziemer					12/30/2021
	225-2220-43321	TELEPHONE			245.07			
		Total for vendor 2924 - VERIZON WIRELES:			245.07	245.07		
Vendor 0346 - WIDSETH SMITH N:								
214876								
69313	WIDSETH SMITH NOLTING		12/20/2021	12/30/2021	1,225.00	1,225.00	Open	N
	LUM PARK MASTERPLAN THRU 12/10/21		pziemer					12/30/2021
	400-9050-45530	CAPITAL - OTHER			1,225.00			
		Total for vendor 0346 - WIDSETH SMITH N:			1,225.00	1,225.00		

# of Invoices:	64	# Due: 63	Totals:	160,295.37	160,295.37
# of Credit Memos:	0	# Due: 0	Totals:	0.00	0.00
Net of Invoices and Credit Memos:				160,295.37	160,295.37

--- TOTALS BY GL DISTRIBUTION ---

101-0000-14100	DUE FROM COMPONENT UNIT	225.00
101-0000-20800	DUE TO OTHER GOVT UNITS	9,408.60
101-0000-22800	OTHER LIABILITIES	3,243.72
101-1610-43301	CITY ATTORNEY	7,796.88
101-1800-42210	OPERATING SUPPLIES	109.20
101-1800-43309	COMPUTER SUPPORT	1,504.00
101-1940-42220	REPAIR & MAINT	1,409.37
101-1940-43380	UTILITIES	1,093.32
101-1940-43410	RENTAL EXPENSE	85.12
101-2400-43300	PROFESSIONAL SERVICES	1,763.33
101-9200-43460	REMIT COMMUNITY ACTION LEVY	5,484.37
101-9200-43461	REMIT SENIOR CITIZEN LEVY	5,487.94
101-9200-43462	REMIT ARBORETUM LEVY	5,484.15
211-5500-42220	REPAIR & MAINT	424.89
211-5500-43380	UTILITIES	1,087.04
225-0000-15510	PREPAID OTHER	315.00
225-2120-41113	UNIFORM ALLOWANCE	288.93
225-2120-42200	OFFICE SUPPLIES	167.45
225-2120-42210	OPERATING SUPPLIES	25.42
225-2120-42220	REPAIR & MAINT	96.38
225-2120-42221	SQUAD CAR REPAIR SUPPLIES	680.04
225-2120-43300	PROFESSIONAL SERVICES	82.88
225-2120-43330	PROFESSIONAL DEVELOPMENT	116.48
225-2120-43380	UTILITIES	120.37
225-2120-43433	DUES & SUBSCRIPTIONS	576.00
225-2121-41113	UNIFORM ALLOWANCE	64.99
225-2220-41113	UNIFORM ALLOWANCE	266.33
225-2220-42200	OFFICE SUPPLIES	66.98
225-2220-42210	OPERATING SUPPLIES	419.00
225-2220-42220	REPAIR & MAINT	5,798.88
225-2220-42221	R&M BUILDING	1,880.88

Inv Num / Inv Ref#	Vendor / Description / GL Distribution	Inv Date / Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized / Post Date
	225-2220-43300	PROFESSIONAL SERVICES		1,577.05			
	225-2220-43321	TELEPHONE		245.07			
	225-2220-43330	PROFESSIONAL DEVELOPMENT		700.00			
	225-2220-43380	UTILITIES		635.99			
	225-2220-43430	MISCELLANEOUS		357.73			
	230-5200-42220	REPAIR & MAINT		1,318.78			
	230-5200-43380	UTILITIES		253.79			
	235-3100-42220	REPAIR & MAINT		4,720.56			
	235-3100-43380	UTILITIES		777.31			
	235-3125-43402	DOWNTOWN SNOW REMOVAL		6,925.06			
	245-1310-43430	MISCELLANEOUS		135.79			
	295-0000-20600	DEPOSITS PAYABLE		882.00			
	295-6510-43300	PROFESSIONAL SERVICES		252.00			
	400-1980-45530	PYMTS TO CONTRACTORS		2,490.20			
	400-9050-45530	CAPITAL - OTHER		1,956.56			
	401-1609-43300	PROFESSIONAL SERVICES		234.00			
	401-1901-43300	PROFESSIONAL SERVICES		1,140.50			
	401-1901-45530	PYMTS TO CONTRACTORS		77,893.04			
	401-1902-43300	PROFESSIONAL SERVICES		1,330.00			
	401-1919-43300	PROFESSIONAL SERVICES		522.00			
	401-9030-43300-21:16	PROFESSIONAL SERVICES		375.00			

Inv Num / Inv Ref#	Vendor / Description / GL Distribution	Inv Date / Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized / Post Date
--- TOTALS BY FUND ---							
	101 - GENERAL FUND			43,095.00	43,095.00		
	211 - LIBRARY FUND			1,511.93	1,511.93		
	225 - PUBLIC SAFETY FUND			14,481.85	14,481.85		
	230 - PARK & RECREATION FUND			1,572.57	1,572.57		
	235 - STREET & SEWER FUND			12,422.93	12,422.93		
	245 - CONTINGENCY FUND			135.79	135.79		
	295 - EDA FUND			1,134.00	1,134.00		
	400 - CAPITAL PROJECTS FUND			4,446.76	4,446.76		
	401 - CONSTRUCTION FUND			81,494.54	81,494.54		
--- TOTALS BY DEPT/ACTIVITY ---							
	0000 -			14,074.32	14,074.32		
	1310 - CONTINGENCY FUND			135.79	135.79		
	1609 - 16:09 BUFFALO HILLS RECON			234.00	234.00		
	1610 - LEGAL-CIVIL ATTORNEY			7,796.88	7,796.88		
	1800 - IT/GIS			1,613.20	1,613.20		
	1901 - 19:01 NW 4TH STREET IMPR			79,033.54	79,033.54		
	1902 - 19:02 CLST CONNECTION			1,330.00	1,330.00		
	1919 - 19:19 NW 3RD&JACKSON STRE			522.00	522.00		
	1940 - CITY HALL			2,587.81	2,587.81		
	1980 - CITY HALL REMODEL			2,490.20	2,490.20		
	2120 - POLICE DEPARTMENT			2,153.95	2,153.95		
	2121 - COMMUNITY SERVICE			64.99	64.99		
	2220 - FIRE DEPARTMENT			11,947.91	11,947.91		
	2400 - COMMUNITY DEVL/INSPECTION			1,763.33	1,763.33		
	3100 - S & S MAINTENANCE			5,497.87	5,497.87		
	3125 - SNOW REMOVAL			6,925.06	6,925.06		
	5200 - PARK MAIN/ADMINISTRATION			1,572.57	1,572.57		
	5500 - LIBRARY-BUDGETED			1,511.93	1,511.93		
	6510 - ECONOMIC DEVELOPMENT AUTH			252.00	252.00		
	9030 - CONSTRUCTION PROJ-MISC			375.00	375.00		
	9050 - CAPITAL PROJECTS-MISC			1,956.56	1,956.56		
	9200 - CITY-WIDE			16,456.46	16,456.46		

Brainerd, MN
December 20, 2021

Pursuant to due call and notice thereof, the regular meeting of the Brainerd City Council was called to order at 7:30 P.M. by Council President Bevans.

Upon roll call, the following members were noted as present: Johnson, Pritschet, Stenglein, Erickson, O'Day, Stunek, and Bevans. Mayor Badeaux was also noted as present.

Council President Bevans opened the meeting with the Pledge of Allegiance to the flag.

MOVED AND SECONDED BY COUNCIL MEMBERS JOHNSON AND STUNEK, DULY CARRIED, TO APPROVE THE AGENDA.

MOVED AND SECONDED BY COUNCIL MEMBERS JOHNSON AND PRITSCHET TO APPROVE THE CONSENT CALENDAR.

A. **Approval of Bills and Transfer of Funds- Approved**
B. **Approval of the Minutes of the Regular Meeting held on December 6, 2021- Approved**
C. **Approval of Minutes from the Budget Public Hearing held on December 13, 2021- Approved**
D. **Approval of Licenses- Approved**

Contractor Licenses- 97
Business Renewals Fully Inspected-

Garbage-4	Tobacco- 19
Taxi Cab-1	Second Hand Auto- 7
Amusement-2	Second Hand Goods- 2
Pawn Brokers-2	

Contingent upon Fire Inspection-

Taxi Cab- 1	Second Hand Auto- 2
Tobacco- 1	

E. **Department Activity Reports- Approved**

Upon roll call, Council Members Johnson, Pritschet, Stenglein, Erickson, O'Day, Stunek and Bevans voted "aye". No member voted "nay". The Chair declared the motion carried.

Presentation

The Northern Pacific Center Presentation

Mike Higgins, 1801 Mill Ave, 1511 Northern Pacific Rd, stated that he came to give an end of year update on the Northern Pacific Center. He thanked staff, City Council, and the City of Brainerd for the support and assistance given to his businesses on improvements. Economic impact due to events in the last 24 months: 16 businesses open, 166 weddings, 100 employees, 8 annual community events, 70 vendors at the off the rails Christmas market, and over 1 million visitors to the Northern Pacific Center.

Water Tower Presentation

Paul Skogen, 1334 Norway Dr, Baxter, spoke to the success of the grant application of $164,000 for the roof repair of the water tower through the Historical Society. City Engineer/ Public Works Director Sandy will be working on getting up to date specifications of the tower and send out an RFP early in 2022.

Brainerd Community Action Annual Presentation

Dave Badeaux, Brainerd Community Action Executive Director, introduced the outgoing Board President Henry Praska and the Incoming Board President Bill Satre. The citizens of Brainerd are touched by Community Action, but don't know that it exists. The focus of the last two years has been on reaching out and making groups aware that assistance is out there.

Henry Praska spoke to the success of 2021 given the pandemic. The Board has been conservative with their finances while still trying to expand the services of Brainerd Community Action beyond the 4th of July activities.

Bill Satre stated that the future of Brainerd Community Action is continuing to develop nonprofits in the City of Brainerd and helping to fund the projects of the organizations.

Community Member of the Month

Mayor Badeaux recognized John and Dawn Graff as Community Members of the Month. He stated that with the storm on Wednesday the Sertoma Winter Wonderland was closed so he and his family drove the City to look at lights and the Graffs did not disappoint with their yearly display. He encouraged everyone to drive down Wright Street and look for the beacon of light.

Council Committee Reports

Safety and Public Works

Approve Final Pay Estimate- Improvements 20-05 20-06- Madison Street and SE Brainerd- Approved

MOVED AND SECONDED BY COUNCIL MEMBERS O'DAY AND PRITSCHET, DULY CARRIED, TO APPROVE THE FINAL PAY ESTIMATE FOR IMPROVEMENTS 20-05 20-06 TO DECHANTAL EXCAVATING IN THE FINAL AMOUNT OF $2,503,544.

Approve Stipulation to Amend Assessment Roll Improvement 19-19- NW 3rd and Jackson Street Reconstruction Project- Approved

MOVED AND SECONDED BY COUNCIL MEMBERS O'DAY AND ERICKSON, DULY CARRIED, TO APPROVE THE STIPULATION TO AMEND ASSESSMENT ROLL FOR IMPROVEMENT 19-19.

Resolution- Advancing Municipal State Aid Street Funds-Approved

Committee Chair O'Day stated that this will be used for the South end of South 6th Street to Greenwood Street.

MOVED AND SECONDED BY COUNCIL MEMBERS O'DAY AND PRITSCHET TO ADOPT RESOLUTION WHICH ADVANCES MUNICIPAL STATE AID STREET (MSAS) FUNDS FOR 2022 CONSTRUCTION ON STATE AID ELIGIBLE ROADWAYS.

RESOLUTION 80:21

Upon roll call, Council Members Johnson, Pritschet, Stenglein, Erickson, O'Day, Stunek and Bevans voted "aye". No member voted "nay". The Chair declared the motion carried.

Unfinished Business

Adopt Proposed Ordinance 1523 Amending the Brainerd City Charter

Administrator Bergman stated that the Ordinance had its first reading on November 15th, and second reading with public hearing on December 6th. Due to a Council Member being absent the vote to approve the Ordinance was held off until tonight as all Council Members must vote in the affirmative to amend the City Charter.

MOVED AND SECONDED BY COUNCIL MEMBERS PRITSCHET AND STUNEK TO ADOPT ORDINANCE 1523 AMENDING THE BRAINERD CITY CHARTER

ORDINANCE 1523

Upon roll call, Council Members Johnson, Pritschet, Stenglein, Erickson, O'Day, Stunek and Bevans voted "aye". No member voted "nay". The Chair declared the motion carried.

Resolution- Setting 2022 Levy and Adoption of 2022 Budgets

MOVED AND SECONDED BY COUNCIL MEMBERS STUNEK AND PRITSCHET, TO ADOPT THE 2022 CITY AND HRA LEVIES.

RESOLUTION 81:21

Upon roll call, Council Members, Pritschet, Stenglein, Erickson, O'Day, Stunek and Bevans voted "aye". Council Member voted Johnson "nay". The Chair declared the motion carried.

MOVED AND SECONDED BY COUNCIL MEMBER PRITSCHET AND ERICKSON TO SET THE 2022 BUDGETS AS PRESENTED.

Upon roll call, Council Members, Pritschet, Stenglein, Erickson, O'Day, Stunek and Bevans voted "aye". Council Member Johnson voted "nay". The Chair declared the motion carried.

Committee Recommendations- Mayor Badeaux

Dan Hegstad- Cable TV
Mary Koep- TAC
Lisa Nebel- TAC
Nathan Bertram- TAC
Jeff Czeczok- TAC
Karen Strobel- Library
Troy Rushmeyer- Parks

MOVED AND SECONDED BY COUNCIL MEMBERS JOHNSON AND PRITSCHET, DULY CARRIED, TO CONFIRM THE COMMITTEE RECOMMENDATIONS BY MAYOR BADEAUX.

Committee Recommendations- Chair Bevans

Keith Riedel- Airport Mike Duval- Planning Theresa Woodward- Planning

MOVED AND SECONDED BY COUNCIL MEMBERS JOHNSON AND PRITSCHET, DULY CARRIED, TO CONFIRM THE COMMITTEE RECOMMENDATIONS BY CHAIR BEVANS.

Call for Applicants – Informational:
(Application Information at www.ci.brainerd.mn.us/boards/)

Mayor Recommended: (terms to expire on 12/31 of said year)
Cable TV Advisory Committee – 1 term (Expire 2021) – 2 terms (Expire 2022)
Charter Commission – 1 term (Expire 2022) 1-term (Expire 2025)
HRA—1 term (Expire 2022) – 1 term (Expire 2026)
Library Board- 1 term (Expire 2028)
Public Utilities Commission—1 term (Expire 2026)
Rental Dwelling License Board of Appeals – 3 terms (Expire 2022)

Mayor Recommended: (terms to expire 09/07 of said year)
Economic Development Authority (EDA) – 1 term (Expire 2026) – 1 term (Expire 2027)

Council President Recommended: (terms to expire 12/31 of said year)
Planning Commission—1 term (Expire 2023)

Ad Hoc Committees – Applicants Needed
Water Tower Fundraising Committee – Two positions available

New Business

Resolution- Approving Charter Ordinance Summary

Administrator Bergman stated that the City is required by statute to publish ordinances within 45 days of approval. Attorney Langel drafted a summary for publication for Ordinance 1520 due to the length.

MOVED AND SECONDED BY COUNCIL MEMBERS JOHNSON AND STUNEK TO ADOPT RESOLUTION APPROVING CHARTER ORDINANCE SUMMARY FOR ORDINANCE 1520.

RESOLUTION 82:21

Upon roll call, Council Members Johnson, Pritschet, Stenglein, Erickson, O'Day, Stunek and Bevans voted "aye". No member voted "nay". The Chair declared the motion carried.

Resolution- Authorizing MOA with the State of Minnesota for Opioid Settlement

Administrator Bergman stated that the State of Minnesota received $300 million from a settlement with opioid companies. The State has been working with the League of Minnesota Cities and the Coalition of Greater Minnesota Cities to develop a Memorandum of Agreement to develop an allocation and distribution of opioid funds to cities and counties. The funds received can be allocated to the county or a non-profit if not directly used by the City.

MOVED AND SECONDED BY COUNCIL MEMBERS PRITSCHET AND O'DAY TO ADOPT RESOLUTION APPROVING THE MEMORANDUM OF AGREEMENT BETWEEN THE STATE OF MINNESOTA AND LOCAL GOVERNMENTS AND AUTHORIZING THE PARTICIPATION IN THE NATIONAL OPIOID SETTLEMENTS.

RESOLUTION 83:21

Upon roll call, Council Members, Pritschet, Stenglein, Erickson, O'Day, Stunek and Bevans voted "aye". Council Member voted Johnson "nay". The Chair declared the motion carried.

Public Forum

The Chair opened public forum at 7:56 p.m.

No one came forward.

The Chair closed public forum at 7:57 p.m.

Staff Reports

Finance Director Hillman wished everyone Merry Christmas and a Happy New Year and thanked staff for their work on the budget.

HR Director Schubert wished everyone Merry Christmas and a Happy New Year.

Administrator Bergman gave a shoutout to the Wellness committee for their work on Be a Santa to a Senior and Operation Sandwich.

Mayors Report

The Mayor stated that the layout for the Mississippi Trailhead Landing Park is in the packet, the plan is coming along. The Water Tower Committee has Christmas Bulbs and Lego Tower kits for sale at the NP Center.

Council Member Reports

Member Stenglein stated that the Region 5 Development Commission acknowledged Five Rocks and The Brainerd YMCA Outstanding Business Partners of the Year.

Member Pritschet encouraged everyone to shop local and stated that downtown Brainerd was bustling.

Member O'Day stated that the sleigh ride event at Buffalo Hills park was great. He thanked the Mayor and Brainerd Community Action for their help with the event.

Member Johnson stated that the EDA did accept the parcels of land in the industrial park and is moving forward with negotiations with both B&D Power and Clough Properties. The Public Utilities Commission is negotiating power agreements with both companies as well.

Adjourn

MOVED AND SECONDED BY COUNCIL MEMBERS JOHNSON AND STUNEK, DULY CARRIED, TO ADJOURN THE CITY COUNCIL MEETING.

Chair Bevans adjourned the meeting at 8:04 p.m.

_____

Jennifer Bergman
City Administrator

Brainerd Contractor License List

12/30/2021

5 STAR HEATING AND AIR LLC

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
510 9TH AVE S	Mechanical	Active	MB682971	06/20/2022	2022-0041	12/31/2022
510 9TH AVE S	Plumbing Contractor	Active	PC677163	12/31/2021	2022-0023	12/31/2022

ANDERSON BROTHERS CONSTRUCTI

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
11325 STATE HIGHWAY	Excavator	Active		12/31/2022	2022-0014	12/31/2022
11325 STATE HIGHWAY	Subs-sewage Treatment Sy	Active	L-3693	05/07/2022	2022-0006	12/31/2022

AQUARIUS WATER CONDITIONING I

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
3180 COUNTY DRIVE	Plumbing Contractor	Active	PC644399	12/31/2023	2022-0016	12/31/2022
3180 COUNTY DRIVE	Mechanical	Active	MB003596	10/11/2022	2022-0035	12/31/2022

ASPEN CREEK PLUMBING & HEATIN

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
20271 STATE HIGHWAY	Mechanical	Active	MB669490	07/01/2023	2022-0036	12/31/2022
20271 STATE HIGHWAY	Plumbing Contractor	Active	PC669464	12/31/2023	2022-0017	12/31/2022

BARATTO BROTHERS CONSTRUCTIO

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
13872 SHAFER RD	General Commerical	Active		12/31/2022	2022-0021	12/31/2022

ERKENS WATER SOFTENER SERVICE

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
109 NE 2ND AVE PO B	Water Conditioning Contr	Active	WC646957	12/31/2023	2022-0001	12/31/2022

GARTH TRETTER TRUCKING

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
15461 IRONWOOD LN	Excavator	Active		12/31/2022	2022-0011	12/31/2022

HENGEL READY MIX & CONSTRUCTI

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
12883 UPPER SYLVAN R	Demolition	Active		12/31/2022	2022-0001	12/31/2022

IRONFIRE, INC.

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
5353 LEGEND LN	Steel Erector	Active		12/31/2022	2022-0001	12/31/2022

J/R'S PLUMBING INC

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
24689 CTY RD 11	Plumbing Contractor	Active	PC758781	12/31/2023	2022-0020	12/31/2022

JACOBSON EXCAVATING & LANDSC

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
PO BOX 303	Excavator	Active		12/31/2022	2022-0013	12/31/2022

LAKES AREA PLUMBING

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
8354 WALDEN RD	Plumbing Contractor	Active	PC643829	12/31/2023	2022-0019	12/31/2022
8354 WALDEN RD	Mechanical	Active	MB003499	09/24/2022	2022-0038	12/31/2022

MAGNEY CONSTRUCTION INC

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
1401 PARK ROAD	General Commercial	Active		12/31/2022	2022-0020	12/31/2022

MARV'S INTERIORS/DRYWALL LLC

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
3807 WOODLAWN ST	Drywall	Active		12/31/2022	2022-0005	12/31/2022

MCDOWALL COMPANY

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
1431 PROSPER DR	Mechanical	Active	MB003342	08/26/2022	2022-0039	12/31/2022

METROPOLITAN MECHANICAL CON

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
7450 FLYING CLOUD D	Plumbing Contractor	Active	PC642833	12/31/2023	2022-0015	12/31/2022
7450 FLYING CLOUD D	Mechanical	Active	MB004842	03/29/2022	2022-0034	12/31/2022

NOR-SON INC

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
7900 HASTINGS RD	General Commerical	Active		12/31/2021	2022-0024	12/31/2022

NORTHERN PLUMBING TECH INC

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
16376 230TH AVE NW	Plumbing Contractor	Active	PC001745	12/31/2023	2022-0022	12/31/2022

PLUMBING PLUS LLC

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
18768 213TH ST	Plumbing Contractor	Active	PC643166	12/31/2023	2022-0018	12/31/2022

SCHRUPP EXCAVATING LLC

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
3003 36TH ST SW	Excavator	Active		12/31/2022	2022-0012	12/31/2022

SHANE WILSON HEATING & COOLIN

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
6388 ESTATE CIRCLE D	Mechanical	Active	MB653345	04/02/2022	2022-0037	12/31/2022

STRUCTURAL BUILDINGS

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
12926 1ST ST	General Commerical	Active		12/31/2022	2022-0025	12/31/2022

THE BOLDT COMPANY

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
2525 N ROEMER RD	General Commerical	Active		12/31/2022	2022-0022	12/31/2022

THE JAMAR COMPANY

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
4701 MIKE COLALILLO	Mechanical	Active	MB003320	09/08/2022	2022-0040	12/31/2022
4701 MIKE COLALILLO	Plumbing Contractor	Active	PC644545	12/31/2023	2022-0021	12/31/2022
4701 MIKE COLALILLO	High Pressure Piping Busi	Active	HC000126	12/31/2023	2022-0002	12/31/2022

TIM THOMPSON PLUMBING LLC

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
16675 JACKSONVILLE	Plumbing Contractor	Active	PC643406	12/31/2023	2022-0024	12/31/2022

TNT AGGREGATES, LLC

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
40 COUNTY RD 63	General Commerical	Active		12/31/2022	2022-0023	12/31/2022

UPLAND ADVERTISING & DESIGN LL

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
21683 CAMPBELL LAKE	Sign Erector	Active	SB701308	07/29/2022	2022-0008	12/31/2022

VANVICKLE MASONRY LLC

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
5841 112TH ST SW	Masonry	Active		12/31/2022	2022-0005	12/31/2022

Total Licensees	28

Population: All Records

Licensee.DateRegistered Between 12/16/2021 12:00:00 AM AND 12/30/2021 12:00:00 AM

Brainerd Fire Department Monthly Report

December 2021

ACTIVITIES AND PUBLIC EDUCATION

As we wrap up 2021, I couldn't be prouder of the men and women of the Brainerd Fire Department. We are on track for our busiest year in the history of the fire department and everyone has continued to be extremely committed to serving the community. I also want to thank everyone for their support throughout the year.

FM/DC Cox continues to be busy with fire inspections throughout our coverage area. There are a lot of great projects happening in the community and we appreciate their attention to the life safety requirements.

We are proud of Fire Administrative Specialist Kraemer, Firefighter Rosier, and the Employee Wellness Committee for helping Operation Sandwich fill food bags for Christmas break.

TRAINING AND STAFF DEVELOPMENT

We have been able to increase our training and in December we had several good training opportunities, including Thermal Imaging Cameras, Incident Management, and UAS Systems. We have also been doing crew workouts to improve firefighter fitness.

At the end of the month, we participated in a joint Active Shooter training with Law Enforcement, EMS, and Fire at Forestview Middle School. This training is a great example of all public service agencies working together and training for a very high profile type of incident. This type of training in priceless and we can't thank ISD 181 enough for allowing us into the school for the training.

Brainerd Fire Department Monthly Report

December 2021

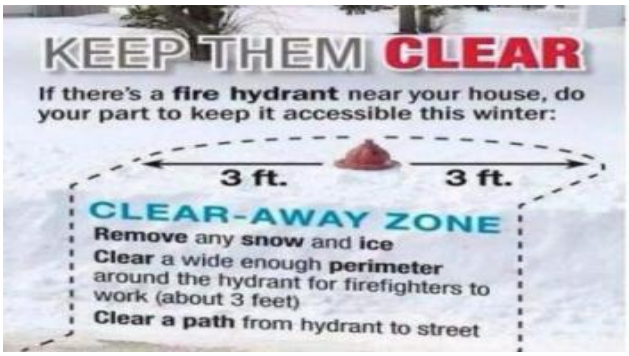
INSPECTIONS	
Fire Alarm	24
Fire Pump	1
Hood Suppression	19
Knox Box	1
License Inspection	23
Occupancy Inspection	2
Sprinkler System	26

BRAINERD FIRE COVERAGE AREA INCIDENT REPORT	
Type of NFIRS Incident (National Fire Incident Reporting System)	**Coverage Area Total Incidents (Includes City of Brainerd)**
Fire	3
Rescue & Emergency Medical Service	8
Hazardous Condition	1
Service Calls	0
Good Intent Call	8
Alarm Activation	18
Severe Weather	0
TOTAL	38
Type of NFIRS Incident (National Fire Incident Reporting System)	**City of Brainerd Total Incidents**
Fire	1
Rescue & Emergency Medical Service	3
Hazardous Condition	0
Service Calls	0
Good Intent Call	7
Alarm Activation	12
Severe Weather	0
TOTAL	23

Brainerd Fire Department Monthly Report

December 2021

We have provided several important safety messages on social media in reference to CO alarms, fireplace/ chimney safety, and clearing of fire hydrants.



CROW WING COUNTY ALERT

Your safety is our top concern – that's why the City of Brainerd has teamed up with Crow Wing County to make sure you know about emergencies and incidents as they happen. This system allows the City of Brainerd to contact thousands of residents in seconds, so you can find out about an emergency right away.

How Does It Work? The City of Brainerd issues a message about a potential safety hazard or concern. Next, a message from Crow Wing County Alert will be sent through your primary contact path. The system will try to reach your second contact path and will continue to attempt to reach you until you confirm receipt of the message. Sign up at: https://member.everbridge.net/index/892807736729514#/signup.

CITY ENGINEER/PUBLIC WORKS REPORT
January 3, 2022 CITY COUNCIL MEETING

Recreation Report

Recreation
Adult Softball and Kickball Post Season Survey Results Summary
Please review attached document for a short summary of results.

Youth Pond Hockey
Penguins (ages 7-10) 10 are enrolled
Polar Bears (ages 11-15) 9 enrolled
Deadline to register December 17, 2021 before cost goes up $10.

Adult 4 on 4 Pond Hockey
1 team registered, 6 or 7 plan to register.
Deadline to register December 17, 2021 before cost goes up $10.

Special Events

SANTA PAWS
December 18, 1-3 p.m. at the Buster Dog Park
A fun opportunity to get your dog's picture with Santa Paws and Mrs. Paws this holiday season! We will have Elf helpers around to take photos so you can help stage or even be in the photo with your cute canine.

2022 Special Events and Programming
Please review attached documents for seasonal spread and reserved dates for 2022

Brainerd Community Action, YMCA, BBBA, & Brainerd B's
Staff is working through provisionary budget and liability discussions and drafting contracts that will be displayed at the January Park Board Meeting. Q4 invoices for Community and YMCA have been paid.

Community Focus
Jennifer Bergman will be speaking on behalf of the Parks Department at a radio community focus regarding warming houses opening, skating, and pond hockey registration.

Parks Maintenance Report

Park Maintenance Tasks Completed

- Fixed hydraulic leak in skid steer/snow blower combination.
- Picked up cutting edges for plow and blower.
- Made shelving for Memorial Park Warming House.
- Split and stacked wood for campground.

- Pressure washed all garbage cans.
- Installed downtown decorations.
- Assembled players benches.
- Procured sound system equipment for Memorial Park.
- Plowed and cleared snow from all park's maintenance responsibilities.
- Trimming and brushing low branches on trees.
- Removed spray paint from Kiwanis Park playground.
- Fixed bathroom dividers at Gregory Park.
- Ground stumps.
- Training new employee.
- OSHA Training.
- Fixed and set timer on Christmas Tree at City Hall.
- Flooding and maintaining rinks after warm temperatures and snowfalls.

Street Maintenance Report

Street Snow Removal and Plowing

The month of December consisted of numerous snow events in which required the removal and plowing of snow from streets, parking lots, downtown, sidewalks, trails, etc. In total, there were 6 plowable events along with many other smaller events in which required sanding of streets and intersections. The most notable event occurred on 12/27/2021, in which the street department and downtown snow removal contractor plowed and removed 16-18" of fresh snowfall. The Street Department and downtown contractor were able to windrow and plow the entire City in one day to get ready for the next snow event, in which dropped another 5" of fluffy snowfall on 12/28/2021.

This was the first snow emergency of the year and was one of the heaviest snows in some time. The street department and parks department worked through 12/30/2021 removing snow on the streets and hauling to the snow dump sites. There will be other snow removal activities from parking lots, cul-de-sacs, and boulevards after the new year.

The downtown contractor was called in 3 times thus far in the 2021/2022 snow season, and included 11/20, 12/27, and 12/29.

Street Maintenance Tasks Completed

- Snow removal
- Sand streets
- Repair plow equipment
- Fabrication of chipper box

Engineering Report

Improvement 21-12 Public Meeting

A public informational and input meeting was held on December 28, 2021, at the City Hall Council Chambers to look at the preliminary designs for Improvement 21-12 – North Brainerd Reconstruction Project. This project includes a full reconstruction of N 3rd Street (Washington Street – Holly Street), Juniper Street (N 2nd Street – N 10th Street), N 7th Street (Kingwood Street – Holly Street), and N 6th Street (Washington Street – Juniper Street). Two members of the public and the mayor attended the session. Comments were received and will be incorporated into the design and development of the project. Comment cards will be sent to other members of the public who did not attend to solicit feedback or comments if they have any.

The design does include the return of the center median on N 6th Street from Washington Street to Juniper Street, along with many pedestrian bump outs at the corners of Gregory Park to assist with pedestrian crossings at these locations. Full

roll drawings or maps of the proposed construction can be seen at the Engineering Office if interested.

Highway 210 Corridor Study PMT Meeting

The Brainerd PMT Committee met with members of MnDOT to review the current proposed improvements on the Highway 210 corridor (for 2025 construction) along with doing an in-depth review session with MnDOT at the East Brainerd Mall area. The information presented was similar to what was presented during the numerous public meetings and virtual open houses. MnDOT received valuable feedback that will be considered in the design, along with hearing from the PMT their concerns about the East Brainerd Mall area and the access considerations from Gillis Avenue to 5th Avenue NE. In the end, the consensus from the PMT group was to pursue option 3 in the East Brainerd Mall area, along with looking at better ways to accommodate the future Cuyuna Lakes State Trail in this area, such as crossing the trail at 10th Avenue NE (away from the roundabouts) and utilizing technology enhanced traffic control systems such as RFRB's, etc. The potential to use the old road grade of 8th Avenue NE near the funeral home for both the trail and a public street will also be addressed in future layouts. Staff will continue to work with MnDOT and the City PMT to develop the next revision of the layouts to present to the public.

Engineering Tasks Completed

- Imp. 21-10 Greenwood Street Reconstruction design & plan production
- Imp. 21-12 North Brainerd Reconstruction design & plan production

2021 Adult Softball & Kickball

Post Season Survey Results

- **127 Responses** (A far better response than we would have had at a Post Season Meeting)
  - Lower Men's Adult Softball
    - 85.72% rated that the league met or exceeded expectations
  - Upper Men's Adult Softball
    - 87.50% rated that the league met or exceeded expectations
  - Women's Adult Softball
    - 100% rated that the league met or exceeded expectations
  - Coed Adult Softball
    - 87.88% rated that the league met or exceeded expectations
  - Masters Adult Softball
    - 75% rated that the league met or exceeded expectations
  - Coed Adult Kickball
    - 90.63% rated that the league met or exceeded expectations
- 63% responded that the **umpires** met or exceeded expectations
  - We see this as an opportunity to improve. It usually comes down to seasoning of new umpires and better consistency across the board. We will do our part to better educate our league rules to both umpires and players to eliminate confusion and frustration.
- **Concessions at Memorial Park**
  - Mondays – Women's - provide both Food Truck & Concession Stand
  - Tuesdays Summer MS2 – provide both Food Truck & Concession Stand
  - Tuesdays Fall Kickball – No Concessions
    - *This saves us $616 concessions staff expense and 8 workdays.*
  - Wednesdays – Summer/Fall MS1 – provide both Food Truck & Concession Stand
  - Thursdays – Summer/Fall Coed – provide both Food Truck & Concession Stand
  - Fridays – Summer/Masters – No Concessions (potentially moving Master's to Wednesdays)
    - *This saves us $560 concessions staff expense and 10-12 workdays.*
- **Memorial Park Complex Improvements** (next project for banner sales money)
  - 50.39% responded to replace lights on Fields 1 & 2 with LED lights.
  - 32.28% responded to add a warning track on each field
  - 17.33% responded with other ideas (listed below)
    - Fix the batters boxes so they don't become large holes after 1 game
    - Sun shield for field 1 and field 2
    - Fill in the low spot on field 3 behind 2nd base
    - Trim trees between fields 1 and 2, trees are shading areas you need light on the field, and they are also causing several interferences during play.
    - Place a canopy over the bleachers
    - Field 1 and 2 Lights need to be fixed so they randomly don't turn off due to overheating (large inconvenience)

        - Field 3 batters box specifically needs to be re-done.
        - Level out the outfields (several low spots)
        - Move fields to 300 feet
        - Put a net between fields 1 and 2 where children play (make it safe).
        - Add a diaper changing table to the Men's Restroom at Memorial Park

- **Women signing a roster in a men's leagues**
    - Majority voted in MS2, MS2 and Master's to allow women to sign a roster and play in their league. They would need to hit and field a men's sized softball and follow the same rules as the men.
- **USA Softball State Tournament Enrollment**
    - Brainerd was supposed to host both Women's and Master's State last year both of these tournaments were cancelled due to low enrollment. Also, across the state, State tournaments have had very low enrollment. USA softball is trying to figure out a way to increase enrollment. We, however, may need to re-look at how we run leagues to either A. Do not waste our money on sanctioning fees or B. Promote State tournament registration better.

If anyone is interested, I can send them they full write up of the results.
**There are some recommended specific rule changes that need to be further discussed with leagues before implementation.*

2022 Recreation Programming

Spring – Summer

Adult Softball
Women's Adult Softball
Lower Men's Softball
Upper Men's Softball
Coed Softball
Masters (35+) Softball

Ageless Wonders
Independent Vendor

Youth Softball
Brainerd Community Education

Youth Baseball
Brainerd Community Education

Youth T-ball
Brainerd Family YMCA
Brainerd Community Education

Youth Soccer
Brainerd YMCA

Youth Flag Football
Brainerd YMCA

Tennis/Pickleball
The Center

Youth Tennis
Community Education

Yoga in the Park
Independent Vendor

Karate in the Park
Independent Vendor

Summer-Fall

Adult Softball
Lower Men's Softball
Upper Men's Softball
Coed Softball

Adult Kickball
Coed Kickball

Flag Football
Brainerd YMCA

Winter

Adult Pond Hockey
4 on 4 Pond Hockey

Youth Pond Hockey
Penguins
Polar Bears

Basketball
Brainerd YMCA

2022 Special Events (SAVE-THE-DATES)

(The month of January we focus on donations, reservations, & registrations.)

Annual Valentine's Day Skating Party
Sunday, February 13, 1:00-4:00 p.m.
Gregory Park Skating Rink and Warming House

Paws in the Park - Smooch a Pooch
Monday, February 14, 3:30 -5:30 p.m.
Buster Dog Park

Pond Hockey Jamboree
TBD ~ Saturday in late February traditionally
Essentia Health Sports Center

(Mid-March through Mid-April is used as a prep month for Summer Adult Sports and part-time summer employment)

Brainerd Easter Egg Hunt
Saturday, April 16, 10:00 a.m. sharp
Gregory Park Center Circle

Paws in the Park - Easter Ball Hunt
Saturday, April 16, 1:00 p.m. sharp
Buster Dog Park & Boom Lake Trail

Brainerd Early Bird Men's Adult Softball Tournament
Saturday, April 23, 9:00 a.m. – 7:00 p.m.
Memorial Park

Kids Fishing Clinic
Saturday May 21, 9:00 a.m. – 2:00 p.m.
Lum Park

(The month of June/July is youth programming heavy – specifically youth baseball tournaments on weekends)
June 3-5 10U/12U
June 10-12 11U/13U
June 17-19 9U/14U
July 15-17 15U State Tournament

*August- potential new special event
(Ideas welcome at January Park Board Meeting)

The Great Pumpkin Festival
Saturday October 15, 1:00 - 4:00 p.m.
Gregory Park - Pavilion and surrounding area

Paws in the Park - Howl-O-Ween
Sunday, October 30, 1:00-3:00 p.m.
Buster Dog Park

*December- potential new special event
(Ideas welcome at January Park Board Meeting) We would like to partner with Visit Brainerd and Brainerd Community Action adding to their pre-existing events ideally.

Paws in the Park - Santa Paws
Sunday, December 18, 1:00-3:00 p.m.
Buster Dog Park

January 3, 2022

HR DIRECTOR REPORT

In this report:

- 2022 Negotiations
- Special Notes
- Personnel Update
- Sourcewell Insurance Pool
- Wellness Committee

2022 Negotiations

Working with union representatives to prepare the final 2022 - 2024 union contracts for signatures for the LELS (Officers), Teamsters (Police supervisors), and USW (Hydro) employees.

Special Notes

There are currently ten City/BPU/HRA employees with FMLA issues. Also assisted several employees with COVID-19 related concerns.

Assisting the HRA with an employee issue.

Worked with the Ratwik Law Firm regarding an employee misconduct complaint and investigation. The matter is now closed.

The City Council adopted a Charter amendment for the Public Utilities Chapter on December 20th. Included in this amendment is a change that the City Council will now have full oversight over BPU employees rather than the Public Utilities Commission. Staff will begin reviewing the Employee Policy Manual in the next few months to address this change.

Federal Clearinghouse for CDL Drug and Alcohol Violations: December 2020 was the first time that the City had to conduct annual drug and alcohol queries in the new federal Clearinghouse for all CDL drivers. This past month, Staff worked with St. Louis MRO (our contracted Medical Review Officer via MMUA) to complete the required query for 2021 as well.

Personnel

New Hires for City/BPU/HRA:
Jessica Lueck - Airport Executive Assistant (1/3/22)
Steven Knisley - Police Officer (1/11/22)
Numerous Warming House Attendants (December 2021)

Current Job Opportunities:
HR Assistant (deadline is 1/10/22)
Pond Hockey Official - Still advertised/need more applicants

The Civil Service Commission meet on December 16th to certify the next three candidates on our Police Officer Eligibility List (Candidates #4 - #6). Conditional job offers were prepared for the next three candidates and the pre-employment background check process has begun. Since the ordinance dissolving the Civil Service Commission does not take effect for 90 days after adoption per state law, the Commission will need to continue meeting until March 12th for these types of issues.

Sourcewell Insurance Pool

I was elected to the Sourcewell Health Insurance Pool Executive Committee several years ago. In December, I participated in both the Executive Committee meeting held on December 15th and its Wellness Subcommittee meeting held on December 8th. It was noted that nine new governmental entities will be joining the Sourcewell Health Insurance Pool by January 1, 2022, which equates to a 35% membership growth. This brings the pool membership to 31 entities and just over 3,000 employees covered under our Pool.

The Pool is also considering implementing a “scorecard” approach for renewals utilizing areas where an entity could impact their renewal i.e. credit given based on Wellness participation and how long an entity has been with the pool versus just being based on claims history.

Wellness Committee

December: Brainerd Community Give Back Month:

The Wellness Committee teamed with Home Instead for City Hall to host a Santa Gift Tree to “Be a Santa to a Senior”. We had over 60 gift tags picked up and presents delivered for seniors in our community. Thanks to all that participated as many seniors will now be receiving a gift they never dreamed they would get this Christmas.

Employees also participated in Operation Sandwich bag packaging on December 17th. Operation Sandwich helps provide bags to students in our area to ensure they have supplies during their stay at home – especially during the recent holidays.

The Committee met on December 8th to finalize its 2022 program and goals.

M E M O

TO: Mayor and City Council

FROM: City Administrator, Jennifer Bergman

DATE: December 30, 2021

RE: City Administrator Report

CLC CFP Committee

I am participating on the Central Lakes College Capital Finance Planning Committee. CLC has requested bonding funds to remodel their campuses in Brainerd and Staples. I had an interesting tour of the Brainerd campus which includes many programs such as welding, small engine repair along with liberal arts.

EDA

The EDA released a Request for Proposal to solicit proposal for economic development services. The EDA requested proposals in 8 categories (see attached) and received 10 responses. The EDA appointed a subcommittee to review and score the proposals. The recommendations were presented at the December 2nd meeting; however, were postponed to the January 6th meeting. The EDA will consider the recommendations by the subcommittee at that meeting. On January 6th, the EDA will also be holding a public hearing and consider the Purchase and Development Agreement for the sale of the Industrial Park land to B&D Power Solutions; however, we anticipate that this will be continued to a special meeting on January 13th. We sent a draft copy of the PDA to B&D Power Solutions on December 23rd and have not received a signed copy as of today.

BPU Commission Meeting

The BPU Commission adopted two resolutions authorizing BPU staff to develop a new rate category for large industrial electric service at or over 5MW and to negotiate and prepare a separate agreement with the customer requesting service within this rate for the Commission to review and approve. The resolutions are specifically to negotiate this power with B&D Power Solutions and Just for Krypto, LLC (see attached.)

Wellness Committee

I attended the Wellness Committee meeting in December. This committee has done a lot of work in the past year which includes monthly wellness messages for all employees, lunch and learn's and special events such as Be a Santa to a Senior program through Home Instead and packaged meals for Operation Sandwich.

Snow Plowing

I had the opportunity to ride on a plow with Shawn Middagh, Streets Foreman. It was a very eye opening experience and I would encourage any council member to reach out to Shawn to do the same.

Charter Contributions

Ordinance 1520 approved the recommended changes to the Charter which allocated ½ Mill to three organizations: Brainerd Community Action, the Center and the Northland Arboretum. However, any change to a Charter by ordinance does not take affect until 90 days after the ordinance has been adopted which will be on February 13th 2022. Since the old language was in effect as of January 1, 2022, Attorney Langel stated that we must honor the agreements in 2022. All three agreements expire in 2022; therefore, we sent a letter to all three organizations informing them of the change to the Charter, the amount that will be paid to them in 2022 and notice of termination of the agreement at the end of the term (see attached). I will be preparing Requests for Proposals for all three contributions and will be asking the Council to consider appointing a subcommittee of the Council to assist with this.

RESOLUTION 2021- 01

WATER AND LIGHT DEPARTMENT
BRAINERD PUBLIC UTILITIES

A Resolution Accepting Large Industrial Service Application and Authorizing Next Steps

WHEREAS, the Water and Light Department d/b/a/ Brainerd Public Utilities ("BPU") has received a service application from B&D Power Solutions, LLC seeking 50 MW of three-phase electric service; and

WHEREAS, BPU staff recommends that the Brainerd Public Utilities Commission (the "Commission") authorize certain steps to arrange electric service for this significant load.

NOW THEREFORE, BE IT RESOLVED that the Commission hereby accepts the service application from B&D Power Solutions, LLC seeking three-phase electrical service of 50 MW.

BE IT FURTHER RESOLVED that the Commission directs BPU staff to determine the necessary and reasonable requirements to arrange electric service, including, but not limited to, engineering, costs for extension of facilities, adequate capacity and suitable voltage, system requirements, any regulatory approvals, transmission approval and interconnection, minimum monthly load factor, and to commence any studies reasonably required to determine the arrangement of the requested service according to prudent utility practices.

BE IT FURTHER RESOLVED that the Commission directs BPU staff to develop a new rate category for large industrial electric service at or over 5 MW and to negotiate and prepare a separate agreement with the customer requesting service within this rate for Commission review and approval. The agreement should address customer payment of all components of providing or arranging service, including, but not limited to, energy, transmission, scheduling, market-based pricing through the Midcontinent Independent System Operator (MISO), appropriate administrative and substation fees, as well as the costs of extending and installing facilities to provide service.

BE IT FURTHER RESOLVED that all things necessary to carry out the terms and purpose of this resolution are hereby authorized and performed.

Passed in regular session of the Water and Light Department Brainerd Public Utilities Commission, this 21st day of December, 2021.

_____
Commission President:

ATTEST:

_____
Vice President:

RESOLUTION 2021- 02

WATER AND LIGHT DEPARTMENT
BRAINERD PUBLIC UTILITIES

A Resolution Accepting Large Industrial Service Application and Authorizing Next Steps

WHEREAS, the Water and Light Department d/b/a/ Brainerd Public Utilities ("BPU") has received a service application from Clough Properties, LLC seeking 20 MW of three-phase electric service; and

WHEREAS, BPU staff recommends that the Brainerd Public Utilities Commission (the "Commission") authorize certain steps to arrange electric service for this significant load.

NOW THEREFORE, BE IT RESOLVED that the Commission hereby accepts the service application from Clough Properties, LLC seeking three-phase electrical service of 20 MW.

BE IT FURTHER RESOLVED that the Commission directs BPU staff to determine the necessary and reasonable requirements to arrange electric service, including, but not limited to, engineering, costs for extension of facilities, adequate capacity and suitable voltage, system requirements, any regulatory approvals, transmission approval and interconnection, minimum monthly load factor, and to commence any studies reasonably required to determine the arrangement of the requested service according to prudent utility practices.

BE IT FURTHER RESOLVED that the Commission directs BPU staff to develop a new rate category for large industrial electric service at or over 5 MW and to negotiate and prepare a separate agreement with the customer requesting service within this rate for Commission review and approval. The agreement should address customer payment of all components of providing or arranging service, including, but not limited to, energy, transmission, scheduling, market-based pricing through the Midcontinent Independent System Operator (MISO), appropriate administrative and substation fees, as well as the costs of extending and installing facilities to provide service.

BE IT FURTHER RESOLVED that all things necessary to carry out the terms and purpose of this resolution are hereby authorized and performed.

Passed in regular session of the Water and Light Department Brainerd Public Utilities Commission, this 21st day of December, 2021.

_____
Commission President:

ATTEST:

_____
Vice President:

December 29, 2021

Dave Badeaux
Community Action
321 South 7th Street, Suite 105
Brainerd, MN 56401

CITY OF BRAINERD
www.ci.brainerd.mn.us

Dear Dave,

Please be advised that the City hereby gives 90 days' notice to terminate the existing Agreement with Community Action. Please be advised that the City intends to issue a Request for Proposals for the remaining 2022 funds and would invite BCA to respond to the RFP.

Also, please note that the City Council amended the City Charter with Ordinance No. 1520 changing the language from:

> *That annual amount to be levied for general taxation in any year for all said funds, shall not exceed the amounts as established by state statute. There shall be a levy of one-half mill on the assessed valuation of City taxable property over and above any Charter limitations and total levy limitations set forth in state statute, commending for the levy year 1976 and continuing each levy year thereafter for a Community Action Program. The value of the levy shall be converted to a tax rate percentage by using a formula as established by the Minnesota Department of Revenue and calculated by the County Auditor.*
>
> To:
>
> ***That annual amount to be levied for general taxation in any year for all said funds, shall not exceed the amounts as established by state statute. There shall be a levy of 1.5% of the previous year's total City Levy for an entity within the city limits of Brainerd to provide community action programs and events.***

The new language is effective February 13, 2022. Since the new language isn't effective until after the first of the year; therefore, the City followed the exiting Charter language and levy the amount equal to the value of a one-half mill. The estimated value of one-half mill is $106,748. If the ordinance was effective before the end of the year, the amount available for 2022 would have been $91,997. The City will make monthly payments to Community Action through March 2022, in the amount of $8,895.67 for a total of $26,687 ($8,895.67 * 3).

Thank you and please let us know if you have any questions.

Sincerely,

Jennifer Bergman
City of Brainerd Administrator

December 29, 2021

DeAnn Barry
Senior Center
803 Kingwood Street
Brainerd, MN 56401

CITY OF BRAINERD
www.ci.brainerd.mn.us

Dear DeAnn,

Please be advised that the City hereby gives 90 days' notice to terminate the existing Agreement with the Senior Center. Please be advised that the City intends to issue a Request for Proposals (RFP) for the remaining 2022 funds and would invite the Center to respond to the RFP.

Also, please note that the City Council amended the City Charter with Ordinance No. 1520 changing the language from:

> *There shall be a levy of one-half mill on the assessed valuation of City taxable property over and above any Charter limitations and total levy limitations set forth in state statute, for the 1982 levy collectible in 1983 and continuing each levy year thereafter for the establishment and maintenance of a program for the benefit of senior citizens or to subsidized non-profit senior center organization. The value of the mill levy shall be converted to a tax rate percentage by using a formula as established by the Minnesota Department of Revenue and calculated by the County Auditor.*
>
> To:
>
> ***There shall be a levy of 1.5% of the previous year's total City levy for the establishment and maintenance of a program for the benefit of senior citizens or to subsidized non-profit senior citizens organization within the city limits of Brainerd.***

The new language is effective February 13, 2022. Since the new language isn't effective until after the first of the year; therefore, the City followed the exiting Charter language and levy the amount equal to the value of a one-half mill. The estimated value of one-half mill is $106,748. If the ordinance was effective before the end of the year, the amount available for 2022 would have been $91,997. The City will make monthly payments to the Senior Center through March 2022, in the amount of $8,895.67 for a total of $26,687 ($8,895.67 * 3).

Thank you and please let us know if you have any questions.

Sincerely,

Jennifer Bergman
City of Brainerd Administrator

December 29, 2021

Candice Zimmermann
Northland Arboretum
14250 Conservation Drive
Baxter, MN 56425

CITY OF BRAINERD
www.ci.brainerd.mn.us

Dear Candice,

Please be advised that the City hereby gives 90 days' notice to terminate the existing Agreement with Northland Arboretum. Please be advised that the City intends to issue a Request for Proposals for the remaining 2022 funds and would invite the Arb to respond to the RFP.

Also, please note that the City Council amended the City Charter with Ordinance No. 1520 changing the language from:

> *There shall be a levy of 1/2 mill on the assessed valuation of taxable property in the City commencing at the earliest levy year after adoption of this amendment and continuing each levy year thereafter for the Northland Arboretum and Paul Bunyan Conservation Area. Before funding from the City is transmitted, an annual financial statement for the prior fiscal year shall be provided by the Northland Arboretum and Paul Bunyan Conservation area to the City Council showing revenues and expenditures to ensure proper use of the funds. The value of a mill levy shall be converted to a tax rate percentage by using a formula as established by the Minnesota Department of Revenue and calculated by the County Auditor.*
>
> To:
>
> ***There shall be a levy of 1.5% of the previous year's total City levy for an arboretum or green space organization within the city limits of Brainerd.***

The new language is effective February 13, 2022. Since the new language isn't effective until after the first of the year; therefore, the City followed the exiting Charter language and levy the amount equal to the value of a one-half mill. The estimated value of one-half mill is $106,748. If the ordinance was effective before the end of the year, the amount available for 2022 would have been $91,997. The City will make monthly payments the Northland Arboretum through March 2022, in the amount of $8,895.67 for a total of $26,687 ($8,895.67 * 3).

Thank you and please let us know if you have any questions.

Sincerely,

Jennifer Bergman
City of Brainerd Administrator

Brainerd City Council
Agenda Request

Requested Meeting Date: January 3, 2022

Title of Item: Res - Signature Authorization for 2022 Capital Project - Airport

☐ INFORMATION ONLY ☑ CONSENT AGENDA ☐ P&F COMMITTEE ☐ SPW COMMITTEE ☐ MAIN AGENDA	**Action Requested:** ☐ Approve/Deny Motion ☑ Adopt Resolution (attach draft) ☐ Direction Requested ☐ Discussion Item ☐ Hold Public Hearing* ☐ Ordinance 1st Reading **provide copy of published hearing notice*
Submitted by: Connie Hillman/Steve Wright	**Department:** Finance/Airport
Presenter (Name & Title): N/A	**Estimated Time Needed:**

Summary of Issue:

Annually the City adopts a resolution authorizing the Chairman or Vice Chairman of the Airport Commission to be the representative of the City of Brainerd, and to sign any and all documents relating to 2022 capital projects of the airport and any amendments that may arise. A proposed resolution is attached.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Adopted the proposed attached resolution.

Financial Impact:

Is there a cost associated with this request: ☐ Yes ☑ No

What is the total cost, with tax and shipping $ _____

Is this budgeted? ☐ Yes ☐ No

Please Explain:

RESOLUTION
NO. xx:22

SIGNATURE AUTHORIZATION FOR 2022 CAPITAL PROJECTS FOR THE BRAINERD LAKES REGIONAL AIRPORT

BE IT RESOLVED that the Chair and/or Vice Chair of the Brainerd Lakes Regional Airport Commission is hereby authorized and directed to act as the authorized representative of the City of Brainerd for all 2022 capital projects for airport operations, and the same is hereby authorized and directed to execute and affix his/her signature to any and all required documents pertinent thereto, and all amendments thereof.

Adopted this ___ day of January, 2022

_____
KELLY BEVANS
President of the Council

Approved this ___ day of January, 2022

_____
DAVE BADEAUX
Mayor

ATTEST: _____
JENNIFER BERGMAN
City Administrator

Brainerd City Council
Agenda Request

Requested Meeting Date: January 3, 2022

Title of Item: Resolution Designation of Financial Institutions as Depositories for 2022

☐ INFORMATION ONLY ☑ CONSENT AGENDA ☐ P&F COMMITTEE ☐ SPW COMMITTEE ☐ MAIN AGENDA	**Action Requested:** ☑ Approve/Deny Motion ☐ Adopt Resolution (attach draft) ☐ Direction Requested ☐ Discussion Item ☐ Hold Public Hearing* ☐ Ordinance 1st Reading **provide copy of published hearing notice*
Submitted by: Connie Hillman	**Department:** Finance
Presenter (Name & Title): n/a	**Estimated Time Needed:**

Summary of Issue:

Pursuant to City Charter Section 54-B: "The City Council shall designate a bank or banks within the State of Minnesota to be a depository or depositories of moneys of the City in accordance with state statute.....by resolution." Please see the attached proposed resolution.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

The recommended action is to adopt the proposed resolution.

Financial Impact:

Is there a cost associated with this request: ☐ Yes ☑ No

What is the total cost, with tax and shipping $ _____

Is this budgeted? ☐ Yes ☐ No

Please Explain:

R E S O L U T I O N
No. _____

RESOLUTION DESIGNATING CITY DEPOSITORIES

WHEREAS, pursuant to City Charter section 54-B, the City shall designate a bank or banks within the State to be a depository or depositories of moneys of the City; and

WHEREAS, the City has existing relationships with a number of financial institutions and desires to continue to those relationships in 2022.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BRAINERD, MINNESOTA, that the following financial institutions are designated as approved City depositories:

1. Bremer Bank
2. Wells Fargo
3. First Western Bank & Trust
4. US Bankcorp
5. Deerwood Bank
6. Neighborhood National Bank
7. RBC Capital Markets, LLC
8. 4M Money Market
9. Moreton Capital Markets
10. PMA Financial Network, Inc.

Adopted this _____day of January, 2022

_____
KELLY BEVANS
President of the Council

Approved this _____day of January, 2022

_____
DAVE BADEAUX
Mayor

ATTEST: _____
JENNIFER BERGMAN
City Administrator

Brainerd City Council
Agenda Request

Requested Meeting Date: January 3, 2022

Title of Item: Designation of Brainerd Dispatch as Official Newspaper

☐ INFORMATION ONLY ☑ CONSENT AGENDA ☐ P&F COMMITTEE ☐ SPW COMMITTEE ☐ MAIN AGENDA	**Action Requested:** ☑ Approve/Deny Motion ☐ Adopt Resolution (attach draft) ☐ Direction Requested ☐ Discussion Item ☐ Hold Public Hearing* ☐ Ordinance 1st Reading **provide copy of published hearing notice*
Submitted by: Connie Hillman	**Department:** Finance
Presenter (Name & Title): n/a	**Estimated Time Needed:**

Summary of Issue:

Pursuant to City Charter 25: "The Council shall annually at its first meeting of the year designate a legal newspaper of general circulation in the City as its official newspaper in which shall be published Ordinances and other matters required by law to be so published as well as such other matters as the Council may deem it in the public interest to have published in this manner."

Alternatives, Options, Effects on Others/Comments:

The Dispatch also offers the City a reduced rate per inch based on the volume. If we don't reach the volume in the agreement, the next year's rate will be based on a lower volume level. For 2021, the agreement was based on a volume of $15,000 and a rate of $12.12 per inch. Our actual volume was approximately $9,422. The 2022 agreement with the Dispatch is based on a new volume level of $10,000 and a rate of $12.41 per inch. The open rate for 2022 is $14.60, which is also the same as 2021, 2020 and 2019. The letter from the Dispatch is attached and the contract will be coming in the mail.

Recommended Action/Motion:

Approve the Brainerd Dispatch as the legal newspaper and authorize signature of the agreement with the Dispatch with a rate per inch of $12.41 for 2022.

Financial Impact:

Is there a cost associated with this request: ☑ Yes ☐ No

What is the total cost, with tax and shipping $ _____

Is this budgeted? ☐ Yes ☐ No

Please Explain: A fixed dollar amount was budgeted for publications.

BRAINERD DISPATCH Echo Publishing

506 James Street | Brainerd, MN 56401

December 30, 2021

City of Brainerd

Account MP316123

The City of Brainerd signed a $15,000 contract with us last year and you purchased $9,422 worth of advertising from January – December. It is time to decide if you want to sign a contract with us again for 2022.

Our recommendation based on your history would be to sign a contract at the $10,000 level this year. That would entitle your office to the rate of $12.41 per column inch for your legal advertising, which is your principal type of advertising, rather than the open rate of $14.60 per column inch.

If that sounds like it will work for you, please let me know and we will prepare a contract for you. If you have any questions, please contact me at 855.5821.

Sincerely,

Abigail Herron

Legal Advertising Coordinator

www.ci.brainerd.mn.us

December 30th, 2021

Dear Citizens of Brainerd,

It's an exciting time to be a part of the city of Brainerd.

This last year we celebrated our 150th Anniversary. We did so by gathering and looking back on the past that has created the strong foundation we have as a community. In doing so we were able to highlight what has made us such a special area over our decades past and we drew upon the generations of history we hold to look forward to the future for what that will bring. However, in this year of celebration we also found ourselves moving forward at an impressive pace.

Be the best version of Brainerd. This is the mantra that we hold as a city. Not to be what anyone else has become, not to concern ourselves with what those around us measure themselves against, but rather to focus our visions internally and to strive to truly understand what makes us unique and what sets us apart. That is no small task. In a world where digital marketing is king and our lives are manipulated to keep our eyes busier than our hands, to truly pause and identify what our strengths and weaknesses are can be challenging. Yet we as a community have proven we are up to that task.

I have witnessed and experienced this mentality firsthand. From the entrepreneurs and business owners leading the charge in our historic downtown, to the environment that is being cultivated at the Northern Pacific Event Center, and the continued growth of each of our historic neighborhoods with the businesses within each. What we are seeing in our city is a wave of momentum. That momentum is not because of City Hall (That is not the job of the government). It is led by the people who get up every day and flip over the open signs and sweep off the sidewalk to welcome in new business. It is led by the workers who fill up their coffee mug as they head out the door on their way to work, and it is led by the members of the community who go above and beyond to make the day to day lives of those around them just a little bit better. We in Brainerd are blessed with an abundance of doers and the overwhelming support of those who help along the way. That is what is setting us apart.

In the last year we have come a long way. It takes doing the small things right again and again to make the biggest differences. We as a city have come so far in such a short time. However, we are nowhere near where I know we will be. As we close out this 150th year of our existence I want to champion those among us that are leading the way by doing these small things right each and every day. It is because of you that we are riding this powerful wave of momentum and it is because of you that we can continue to strive to be the best version of Brainerd.

Sincerely,
Mayor Badeaux

CITY OF BRAINERD
PERSONNEL AND FINANCE COMMITTEE
AGENDA

January 3rd, 2022
7:15 PM
WebEx Teleconference Call-In Information
Call Toll-Free: 1-844-992-4726
Access Code: 2498 501 9051

1.Ratify the Hiring of Temporary Warming House Attendants

2.Police Officer Hiring of Steven Knisley

3.League of Minnesota Cities Insurance Trust (LMCIT) Liability Coverage Waiver Form

Brainerd City Council
Agenda Request

Requested Meeting Date: January 3, 2022

Title of Item: Ratify Hiring of 2021-2022 Parks Winter Temporary Employees

☐ INFORMATION ONLY ☐ CONSENT AGENDA ☑ P&F COMMITTEE ☐ SPW COMMITTEE ☐ MAIN AGENDA	**Action Requested:** ☑ Approve/Deny Motion ☐ Adopt Resolution (attach draft) ☐ Direction Requested ☐ Discussion Item ☐ Hold Public Hearing* ☐ Ordinance 1st Reading **provide copy of published hearing notice*
Submitted by: Paul Sandy & Katie Kaufman	**Department:** Public Works Dept/Parks Division
Presenter (Name & Title): Kris Schubert, HR Director	**Estimated Time Needed:** 2 minutes

Summary of Issue:

Attached is a listing of 2021-2022 Parks winter temporary employees that have currently received a conditional job offer and have successfully completed their background checks. Staff does not anticipate hiring additional temporary Warming House Attendants at this time; however, may consider more if needed for coverage.

Alternatives, Options, Effects on Others/Comments:

Pursuant to MN Statute, seasonal assignments are limited to 67 working days per calendar year or 100 working days per calendar year if the employees are under the age of 22, are full-time students enrolled in a nonprofit or public educational institution prior to being hired by the employer, and have indicated, either in an application for employment or by being enrolled at an educational institution for the next academic year or term, an intention to continue as students during or after their temporary employment.

Recommended Action/Motion:

Motion to ratify the hiring of the 2021-2022 Parks winter temporary employees as noted on the attached listing.

Financial Impact:

Is there a cost associated with this request: ☑ Yes ☐ No

What is the total cost, with tax and shipping $ _____

Is this budgeted? ☑ Yes ☐ No

Please Explain:

The wages for these positions are included in the City's 2021 & 2022 budgets. A lump sum of $6,975 was included in the 2022 budget for wages for all employees in this position.

2021-2022 Parks Winter Temporary Employee List

NAME	POSITION	DATE OF HIRE	HOURLY WAGE
David Bade	Warming House Attendant	12/13/21	14.00
Terry Berger	Warming House Attendant	12/15/21	14.00
Timothy Boeder	Warming House Attendant	12/13/21	11.00
Gillian Middagh	Warming House Attendant	12/16/21	14.00
William Middagh	Warming House Attendant	12/16/21	14.00
Charles Smith	Warming House Attendant	12/16/21	14.00
Matthew Zinda	Warming House Attendant	12/13/21	14.00

Brainerd City Council
Agenda Request

Requested Meeting Date: January 3, 2022

Title of Item: Police Officer hiring of Steven Knisley

☐ INFORMATION ONLY ☐ CONSENT AGENDA ☑ P&F COMMITTEE ☐ SPW COMMITTEE ☐ MAIN AGENDA	**Action Requested:** ☑ Approve/Deny Motion ☐ Adopt Resolution (attach draft) ☐ Direction Requested ☐ Discussion Item ☐ Hold Public Hearing* ☐ Ordinance 1st Reading **provide copy of published hearing notice*
Submitted by: Chief Mike Bestul	**Department:** Police
Presenter (Name & Title): Chief Mike Bestul	**Estimated Time Needed:** 2 minutes

Summary of Issue:

Police Officer candidate Steven Knisley has successfully completed the pre-employment screening process. Steven is scheduled to start on Tuesday January 11, 2022. Steven will start on 2022 step 1, rate of $29.79, pursuant to the Law Enforcement Labor Services (LELS) Local #65 agreement.

Alternatives, Options, Effects on Others/Comments:

Steven Knisley puts our current staffing level at 25 officers for the budgeted 26 in 2022.

Recommended Action/Motion:

Hiring of Police Officer Steven Knisley, starting at the LELS Step 1 rate of $29.79, with a starting date of January 11, 2022.

Financial Impact:

Is there a cost associated with this request: ☑ Yes ☐ No

What is the total cost, with tax and shipping $ _____

Is this budgeted? ☑ Yes ☐ No

Please Explain: This position is within the department's current 2022 budget.

Brainerd City Council
Agenda Request

Requested Meeting Date: January 3, 2022

Title of Item: LMCIT Liability Coverage Waiver Form

☐ INFORMATION ONLY ☐ CONSENT AGENDA ☑ P&F COMMITTEE ☐ SPW COMMITTEE ☐ MAIN AGENDA	**Action Requested:** ☑ Approve/Deny Motion ☐ Adopt Resolution (attach draft) ☑ Direction Requested ☐ Discussion Item ☐ Hold Public Hearing* ☐ Ordinance 1st Reading **provide copy of published hearing notice*
Submitted by: Connie Hillman	**Department:** Finance
Presenter (Name & Title): Finance Director Hillman	**Estimated Time Needed:** 2 Minutes

Summary of Issue:

Annually the City needs to decide whether or not to waive the statutory tort limits. The waiver form is attached for your review. Historically the City has elected not to waive the statutory tort limit. By doing so, the City is limited by the statute to no more than $500,000 per claimant and $1.5 million per occurrence for tort claims. By choosing to waive the statutory limit, a claimant could recover up to the standard limit of $2 million rather than the statutory limit of $500,000 per claimant. It is also the recommendation of our local insurance agents to not waive the statutory tort limit as well.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

The recommended motion would be to approve and submit the liability coverage waiver form with "does not waive" the monetary limits on municipal tort liability established by Minnesota Statutes, Section 466.04 option selected.

Financial Impact:

Is there a cost associated with this request: ☐ Yes ☑ No

What is the total cost, with tax and shipping $ Unknown

Is this budgeted? ☑ Yes ☐ No

Please Explain: The cost of not waiving the tort limit is not know, it is part of the amount the City annually budgets for general liability insurance.

LEAGUE of MINNESOTA CITIES

LIABILITY COVERAGE – WAIVER FORM

Members who obtain liability coverage through the League of Minnesota Cities Insurance Trust (LMCIT) must complete and return this form to LMCIT before the member's effective date of coverage. Return completed form to your underwriter or email to pstech@lmc.org.

The decision to waive or not waive the statutory tort limits must be made annually by the member's governing body, in consultation with its attorney if necessary.

Members who obtain liability coverage from LMCIT must decide whether to waive the statutory tort liability limits to the extent of the coverage purchased. The decision has the following effects:

- *If the member does not waive the statutory tort limits*, an individual claimant could recover no more than $500,000 on any claim to which the statutory tort limits apply. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would be limited to $1,500,000. These statutory tort limits would apply regardless of whether the member purchases the optional LMCIT excess liability coverage.

- *If the member waives the statutory tort limits and does not purchase excess liability coverage*, a single claimant could recover up to $2,000,000 for a single occurrence (under the waive option, the tort cap liability limits are only waived to the extent of the member's liability coverage limits, and the LMCIT per occurrence limit is $2,000,000). The total all claimants could recover for a single occurrence to which the statutory tort limits apply would also be limited to $2,000,000, regardless of the number of claimants.

- *If the member waives the statutory tort limits and purchases excess liability coverage*, a single claimant could potentially recover an amount up to the limit of the coverage purchased. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would also be limited to the amount of coverage purchased, regardless of the number of claimants.

Claims to which the statutory municipal tort limits do not apply are not affected by this decision.

LMCIT Member Name:
City of Brainerd

Check one:

☑ The member **DOES NOT WAIVE** the monetary limits on municipal tort liability established by Minn. Stat. § 466.04.

☐ The member **WAIVES** the monetary limits on municipal tort liability established by Minn. Stat. § 466.04, to the extent of the limits of the liability coverage obtained from LMCIT.

Date of member's governing body meeting: January 3, 2022

Signature: _____ Position: City Administrator

CITY OF BRAINERD
SAFETY AND PUBLIC WORKS COMMITTEE
AGENDA

January 3rd, 2022
7:15 PM
WebEx Teleconference Call-In Information Call Toll-Free: 1-844-992-4726
Access Code: 2483 917 6661

1. Approve Change Order 3- Improvement 19-01- NW 4th Street Reconstruction Project

2. Approve Final Pay Estimate- Improvement 19-01- NW 4th Street Reconstruction Project

Brainerd City Council
Agenda Request

Requested Meeting Date: January 3, 2022

Title of Item: Approve Change Order 3 - Imp 19-01 - NW 4th Street Reconstruction

☐ INFORMATION ONLY ☐ CONSENT AGENDA ☐ P&F COMMITTEE ☑ SPW COMMITTEE ☐ MAIN AGENDA	**Action Requested:** ☑ Approve/Deny Motion ☐ Adopt Resolution (attach draft) ☐ Direction Requested ☐ Discussion Item ☐ Hold Public Hearing* ☐ Ordinance 1st Reading **provide copy of published hearing notice*
Submitted by: City Engineer/Public Works Director Sandy	**Department:** Engineering
Presenter (Name & Title): City Engineer/Public Works Director Sandy	**Estimated Time Needed:** 5 Minutes

Summary of Issue:

Attached to this request is change order 3 for Improvement 19-01 - NW 4th Street Reconstruction.

Alternatives, Options, Effects on Others/Comments:

The change order was for the yellow delineation posts that you see at the intersection of James Street and NW 4th Street. Because the median at this location was new and cut off access across NW 4th Street at James Street, the Engineer thought it prudent to place these delineators on the median so that traffic realizes that the median is in place and that you cannot cross. The total change order amount was $935.00 (10 delineators @ $93.50).

Recommended Action/Motion:

Staff recommends approval of the attached change order 3 for a total amount of $935.00.

Financial Impact:

Is there a cost associated with this request: ☑ Yes ☐ No

What is the total cost, with tax and shipping $ 935.00

Is this budgeted? ☑ Yes ☐ No

Please Explain: The project is anticipated to come in under the budget contract amount plus change orders. The final pay estimate is on this agenda for the Committee and Council review.

CHANGE ORDER NO. 3

Owner:	City of Brainerd	Owner's Project No.:	
Engineer:	Bolton & Menk, Inc.	Engineer's Project No.:	B11.118093
Contractor:	Anderson Brothers Construction Company	Contractor's Project No.:	
Contract Name:			
Date Issued:	November 19, 2021	Effective Date of Change Order:	Upon Council Approval

The Contract is modified as follows upon execution of this Change Order:

Description: Install ten delineators along the median through the James Street intersection.

Attachments: Revised schedule of unit prices and contractor documentation.

Change in Contract Price	Change in Contract Times
Original Contract Price: $ 1,145,302.32	Original Contract Times: Substantial Completion: July 31, 2021 Ready for final payment: October 15, 2021
Increase from previously approved Change **Orders No. 1-2:** $ 32,773.60	**Increase** from previously approved Change **Orders:** Substantial Completion: 0 Ready for final payment: 0
Contract Price prior to this Change Order: $ 1,178,075.92	Contract Times prior to this Change Order: Substantial Completion: July 31, 2021 Ready for final payment: October 15, 2021
Increase this Change Order: $ 935.00	**Increase** this Change Order: Substantial Completion: 0 Ready for final payment: 0
Contract Price incorporating this Change Order: $ 1,179,010.92	Contract Times with all approved Change Orders: Substantial Completion: July 31, 2021 Ready for final payment: October 15, 2021

Recommended by Engineer

By: [signature]

Title: Project Manager

Date: 12/28/2021

Accepted by Contractor

[signature]

City & Township Division Manager

11/29/21

Accepted by Owner (Authorized Signature)

By: [signature]

Title: City Engineer / Public Works Director

Date: 12/29/2021

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CHANGE ORDER NO. 3

NW 4TH STREET IMPROVEMENTS
S.A.P. 108-103-010, 108-129-003, 108-594-001
CITY OF BRAINERD, MN
BMI PROJECT NO. B11.118093

Date: 11/19/2021

ITEM NO.	SPECIFICATION NUMBER	ITEM	UNIT	ESTIMATED QUANTITY	UNIT PRICE	TOTAL COST
10		INSTALL MEDIAN DELINIATORS	EACH	10	$93.50	$935.00

CHANGE ORDER #3 TOTAL: $935.00

Brainerd City Council
Agenda Request

Requested Meeting Date: January 3, 2022

Title of Item: Approve Final Pay Estimate - Improvement 19-01 - NW 4th Street Recon.

☐ INFORMATION ONLY ☐ CONSENT AGENDA ☐ P&F COMMITTEE ☑ SPW COMMITTEE ☐ MAIN AGENDA	**Action Requested:** ☑ Approve/Deny Motion ☐ Adopt Resolution (attach draft) ☐ Direction Requested ☐ Discussion Item ☐ Hold Public Hearing* ☐ Ordinance 1st Reading **provide copy of published hearing notice*
Submitted by: City Engineer/Public Works Director Sandy	**Department:** Engineering
Presenter (Name & Title): City Engineer/Public Works Director Sandy	**Estimated Time Needed:** 5 Minutes

Summary of Issue:

Attached to this request is the final pay estimate for Improvement 19-01 - NW 4th Street Reconstruction Project.

Alternatives, Options, Effects on Others/Comments:

The original contract price from Anderson Brother's bid was $1,145,302.32. The revised contract amount with the incorporation of change orders 1, 2, and 3 is $1,179,010.92. The final contract cost based on measured quantities of work performed in the field is $1,147,076.18. This represents a 0.15% over original contract amount ($1,773.86) or a 2.71 percent under the revised contract amount (-$31,934.74).

Recommended Action/Motion:

Staff recommends approval of the attached final pay estimate to Anderson Brothers Construction of Brainerd, LLC in the final contract amount of $1,147,076.18 ($77,893.04 this estimate).

Financial Impact:

Is there a cost associated with this request: ☑ Yes ☐ No

What is the total cost, with tax and shipping $ $1,147,076.18

Is this budgeted? ☑ Yes ☐ No

Please Explain: This project was funded through $1,000,000 in LRIP funds, with the rest of the payments being made through the City's state aid account.

CONTRACTOR'S PAY REQUEST 4 NW 4TH STREET IMPROVEMENTS S.A.P. 108-103-010, 108-129-003, 108-594-001 CITY OF BRAINERD, MN BMI PROJECT NO. B11.118093	DISTRIBUTION: CONTRACTOR (1) OWNER (1) ENGINEER (1) BONDING CO. (1)
TOTAL AMOUNT BID PLUS APPROVED CHANGE ORGERS	$1,179,010.92
TOTAL, COMPLETED WORK TO DATE	$1,147,076.18
TOTAL, STORED MATERIALS TO DATE	$0.00
DEDUCTION FOR STORED MATERIALS USED IN WORK COMPLETED	$0.00
TOTAL, COMPLETED WORK & STORED MATERIALS	$1,147,076.18
RETAINED PERCENTAGE (0%)	$0.00
TOTAL AMOUNT OF OTHER PAYMENTS OR (DEDUCTIONS)	$0.00
NET AMOUNT DUE TO CONTRACTOR TO DATE	$1,147,076.18
TOTAL AMOUNT PAID ON PREVIOUS ESTIMATES	$1,069,183.14
PAY CONTRACTOR AS ESTIMATE NO. 4	$77,893.04

Certificate for Final Payment

I hereby certify that, to the best of my knowledge and belief, all items quantities and prices of work and material shown on this Estimate are correct and that all work has been performed in full accordance with the terms and conditions of the Contract for this project between the Owner and the undersigned Contractor, and as amended by any authorized changes, and that the foregoing is a true and correct statement of the amount for the Final Estimate, that the provisions of M. S. 290.92 have been complied with and that all claims against me by reason of the Contract have been paid or satisfactorily secured.

SUBMITTED: Anderson Brothers Construction Company
11325 State Highway 210
BRAINERD, MN 56401
BY: _____
DATE: 11/29/21

RECOMMENDED: BOLTON & MENK, INC.
7656 DESIGN ROAD, SUITE 200
BAXTER, MN 56425
BY: _____
Phillip Martin, P.E.
DATE: 12/28/2021

APPROVED: CITY OF BRAINERD
510 LAUREL STREET
BRAINERD, MN 56401
BY: _____
Paul Sandy, P.E. - City Engineer
DATE: 12/28/2021

Partial Pay Estimate No.: 4

NW 4TH STREET IMPROVEMENTS

S.A.P. 108-103-010, 108-129-003, 108-594-001

CITY OF BRAINERD, MN

BMI PROJECT NO. B11.118093

WORK COMPLETED THROUGH NOVEMBER 26, 2021

ITEM NO.	SPEC. NO.	ITEM	UNIT PRICE	CONTRACT QUANTITY ESTIMATED QUANTITY	CONTRACT QUANTITY ESTIMATED AMOUNT	PREVIOUS ESTIMATE ESTIMATED QUANTITY	PREVIOUS ESTIMATE ESTIMATED AMOUNT	COMPLETED TO DATE ESTIMATED QUANTITY	COMPLETED TO DATE ESTIMATED AMOUNT
1	2021.501	MOBILIZATION	$45,000.00	1 LUMP SUM	$45,000.00	1 LUMP SUM	$45,000.00	1 LUMP SUM	$45,000.00
2	2101.524	CLEARING	$220.00	3 TREE	$660.00	17 TREE	$3,740.00	17 TREE	$3,740.00
3	2101.524	GRUBBING	$220.00	3 TREE	$660.00	17 TREE	$3,740.00	17 TREE	$3,740.00
4	2102.503	PAVEMENT MARKING REMOVAL	$1.00	4200 LIN FT	$4,200.00	4200 LIN FT	$4,200.00	6369 LIN FT	$6,369.00
5	2104.502	REMOVE STORM MANHOLE OR CATCH BASIN	$580.65	9 EACH	$5,225.85	9 EACH	$5,225.85	9 EACH	$5,225.85
6	2104.502	REMOVE SIGN	$42.25	13 EACH	$549.25	12 EACH	$507.00	12 EACH	$507.00
7	2104.503	REMOVE CURB & GUTTER	$3.25	2978 LIN FT	$9,678.50	3012 LIN FT	$9,789.00	3012 LIN FT	$9,789.00
8	2104.503	REMOVE SEWER PIPE (STORM)	$10.05	437 LIN FT	$4,391.85	450 LIN FT	$4,522.50	450 LIN FT	$4,522.50
9	2104.504	REMOVE CONCRETE WALK	$1.00	1599 SQ FT	$1,599.00	1599 SQ FT	$1,599.00	1599 SQ FT	$1,599.00
10	2104.504	REMOVE BITUMINOUS PAVEMENT	$3.30	11554 SQ YD	$38,128.20	11733 SQ YD	$38,718.90	11733 SQ YD	$38,718.90
11	2105.507	COMMON EXCAVATION	$15.00	5700 CU YD	$85,500.00	5700 CU YD	$85,500.00	5700 CU YD	$85,500.00
12	2211.507	AGGREGATE BASE, CLASS 5	$18.50	5304 TON	$98,124.00	5592 TON	$103,452.00	5592 TON	$103,452.00
13	2231.604	BITUMINOUS PATCH SPECIAL	$49.40	184 SQ YD	$9,089.60	59 SQ YD	$2,914.60	59 SQ YD	$2,914.60
14	2301.602	DRILL AND GROUT REINFORCEMENT BAR (EPOXY COATED)	$26.35	48 EACH	$1,264.80	42 EACH	$1,106.70	42 EACH	$1,106.70
15	2301.602	DRILL AND GROUT REINFORCEMENT BAR (EPOXY COATED)	$26.35	88 EACH	$2,318.80	88 EACH	$2,318.80	88 EACH	$2,318.80
16	2360.509	TYPE SP 9.5 WEAR COURSE MIX (3,B)	$69.50	1309 TON	$90,975.50	1413 TON	$98,203.50	1413 TON	$98,203.50
17	2360.509	TYPE SP 12.5 NON WEAR COURSE MIX (3,C)	$68.50	1646 TON	$112,751.00	1532 TON	$104,942.00	1532 TON	$104,942.00
18	2501.502	15" RC PIPE APRON	$731.60	2 EACH	$1,463.20	2 EACH	$1,463.20	2 EACH	$1,463.20
19	2503.503	12" RC PIPE SEWER	$44.80	344 LIN FT	$15,411.20	351 LIN FT	$15,724.80	351 LIN FT	$15,724.80
20	2503.503	15" RC PIPE SEWER	$50.35	130 LIN FT	$6,545.50	138 LIN FT	$6,948.30	138 LIN FT	$6,948.30
21	2503.503	48" RC PIPE SEWER	$181.80	77 LIN FT	$13,998.60	72 LIN FT	$13,089.60	72 LIN FT	$13,089.60
22	2503.503	54" RC PIPE SEWER	$230.55	118 LIN FT	$27,204.90	93 LIN FT	$21,441.15	93 LIN FT	$21,441.15
23	2503.602	CONNECT TO EXISTING STORM SEWER	$1,530.75	5 EACH	$7,653.75	5 EACH	$7,653.75	5 EACH	$7,653.75
24	2503.608	DUCTILE IRON FITTINGS	$9.50	80 POUNDS	$760.00	0 POUNDS	$0.00	0 POUNDS	$0.00
25	2504.602	CONNECT TO EXISTING WATERMAIN	$1,425.20	3 EACH	$4,275.60	1 EACH	$1,425.20	1 EACH	$1,425.20
26	2504.602	HYDRANT	$4,869.85	1 EACH	$4,869.85	1 EACH	$4,869.85	1 EACH	$4,869.85
27	2504.602	ADJUST VALVE BOX	$353.65	4 EACH	$1,414.60	10 EACH	$3,536.50	12 EACH	$4,243.80
28	2504.602	6" GATEVALVE & BOX	$1,875.95	1 EACH	$1,875.95	0 EACH	$0.00	0 EACH	$0.00
29	2504.602	8" GATEVALVE & BOX	$2,526.25	1 EACH	$2,526.25	0 EACH	$0.00	0 EACH	$0.00
30	2504.603	6" DIP WATERMAIN, CL. 52	$75.40	3 LIN FT	$226.20	16 LIN FT	$1,206.40	16 LIN FT	$1,206.40
31	2504.603	8" DIP WATERMAIN, CL. 52	$95.05	8 LIN FT	$760.40	0 LIN FT	$0.00	0 LIN FT	$0.00
32	2506.502	CASTING ASSEMBLY	$782.30	13 EACH	$10,169.90	14 EACH	$10,952.20	15 EACH	$11,734.50
33	2506.502	ADJUST FRAME & RING CASTING	$644.00	11 EACH	$7,084.00	6 EACH	$3,864.00	6 EACH	$3,864.00
34	2506.503	CONSTRUCT DRAINAGE STRUCTURE DESIGN N	$375.15	38.17 LIN FT	$14,319.48	38.17 LIN FT	$14,319.48	38.17 LIN FT	$14,319.48
35	2506.503	CONSTRUCT DRAINAGE STRUCTURE DES 48-4020	$439.50	5.56 LIN FT	$2,443.62	5.56 LIN FT	$2,443.62	5.56 LIN FT	$2,443.62
36	2506.503	CONSTRUCT DRAINAGE STRUCTURE DES 84-4020	$1,064.60	7.2 LIN FT	$7,665.12	0 LIN FT	$0.00	0 LIN FT	$0.00
37	2506.503	CONSTRUCT DRAINAGE STRUCTURE DES 108-4020	$1,825.95	7.79 LIN FT	$14,224.15	7.79 LIN FT	$14,224.15	7.79 LIN FT	$14,224.15
38	2511.507	RANDOM RIPRAP CLASS III	$128.80	8 CU YD	$1,030.40	8 CU YD	$1,030.40	8 CU YD	$1,030.40
39	2521.518	4" CONCRETE WALK	$4.65	8666 SQ FT	$40,296.90	8415 SQ FT	$39,129.75	8415 SQ FT	$39,129.75
40	2521.518	6" CONCRETE WALK	$10.55	2521 SQ FT	$26,596.55	2498 SQ FT	$26,353.90	2498 SQ FT	$26,353.90
41	2521.518	8" CONCRETE WALK SPECIAL	$12.35	6560 SQ FT	$81,016.00	5105 SQ FT	$63,046.75	5105 SQ FT	$63,046.75
42	2531.503	CONCRETE CURB AND GUTTER DESIGN B612	$16.25	1000 LIN FT	$16,250.00	1057 LIN FT	$17,176.25	1057 LIN FT	$17,176.25
43	2531.503	CONCRETE CURB AND GUTTER DESIGN B624	$18.10	4864 LIN FT	$88,038.40	4823 LIN FT	$87,296.30	4823 LIN FT	$87,296.30
44	2531.503	CONCRETE CURB AND GUTTER DESIGN S524	$18.00	1000 LIN FT	$18,000.00	1000 LIN FT	$18,000.00	1000 LIN FT	$18,000.00
45	2531.504	8" CONCRETE DRIVEWAY PAVEMENT	$71.75	81 SQ YD	$5,811.75	69 SQ YD	$4,950.75	69 SQ YD	$4,950.75
46	2531.618	TRUNCATED DOMES	$52.72	385.00 SQ FT	$20,297.20	383 SQ FT	$20,191.76	383 SQ FT	$20,191.76
47	2540.602	STONE MONUMENT	$263.95	9 EACH	$2,375.55	9 EACH	$2,375.55	9 EACH	$2,375.55
48	2563.601	DETOUR SIGNING	$8,023.20	1 LS	$8,023.20	1 LS	$8,023.20	1 LS	$8,023.20
49	2563.601	TRAFFIC CONTROL	$6,861.95	1 LS	$6,861.95	1 LS	$6,861.95	1 LS	$6,861.95
50	2564.602	INSTALL SIGN TYPE SPECIAL	$422.30	4 EACH	$1,689.20	0 EACH	$0.00	0 EACH	$0.00
51	2564.618	SIGN TYPE C	$54.90	235.38 SQ FT	$12,922.36	235.38 SQ FT	$12,922.36	261.92 SQ FT	$14,379.41
52	2565.616	REVISE SIGNAL SYSTEM	$60,000.00	1 SYS	$60,000.00	0.75 SYS	$45,000.00	1 SYS	$60,000.00

Partial Pay Estimate No.: 4

NW 4TH STREET IMPROVEMENTS

S.A.P. 108-103-010, 108-129-003, 108-594-001

CITY OF BRAINERD, MN

BMI PROJECT NO. B11.118093

WORK COMPLETED THROUGH NOVEMBER 26, 2021

ITEM NO.	SPEC. NO.	ITEM	UNIT PRICE	CONTRACT QUANTITY ESTIMATED QUANTITY	CONTRACT QUANTITY ESTIMATED AMOUNT	PREVIOUS ESTIMATE ESTIMATED QUANTITY	PREVIOUS ESTIMATE ESTIMATED AMOUNT	COMPLETED TO DATE ESTIMATED QUANTITY	COMPLETED TO DATE ESTIMATED AMOUNT
53	2571.524	CONIFEROUS TREE, 6' HT B&B	$840.00	3 TREE	$2,520.00	3 TREE	$2,520.00	3 TREE	$2,520.00
54	2571.525	DECIDUOUS SHRUB, NO 5 CONT	$100.30	15 SHRUB	$1,504.50	15 SHRUB	$1,504.50	15 SHRUB	$1,504.50
55	2571.527	ORNAMENTAL GRASS, NO 1 CONT	$36.95	106 PLANT	$3,916.70	106 PLANT	$3,916.70	106 PLANT	$3,916.70
56	2571.527	PERENNIAL, NO 1 CONT	$36.95	335 PLANT	$12,378.25	371 PLANT	$13,708.45	371 PLANT	$13,708.45
57	2573.503	SILT FENCE, TYPE MS	$2.15	1246 LIN FT	$2,678.90	1233 LIN FT	$2,650.95	1233 LIN FT	$2,650.95
58	2573.502	STORM DRAIN INLET PROTECTION	$144.45	26 EACH	$3,755.70	25 EACH	$3,611.25	25 EACH	$3,611.25
59	2573.501	STABILIZE CONSTRUCTION EXIT	$924.60	1 LUMP SUM	$924.60	0 LUMP SUM	$0.00	0 LUMP SUM	$0.00
60	2574.507	COMMON TOPSOIL BORROW	$30.00	284 CU YD	$8,520.00	241 CU YD	$7,230.00	241 CU YD	$7,230.00
61	2574.507	LOAM TOPSOIL BORROW	$74.10	140 CU YD	$10,374.00	154 CU YD	$11,411.40	154 CU YD	$11,411.40
62	2575.507	MULCH MATERIAL TYPE 6	$79.20	35 CU YD	$2,772.00	35 CU YD	$2,772.00	35 CU YD	$2,772.00
63	2575.604	REINFORCED GRASS MEDIAN	$57.45	104 SQ YD	$5,974.80	104 SQ YD	$5,974.80	104 SQ YD	$5,974.80
64	2575.605	TURF ESTABLISHMENT	$7,917.60	0.71 ACRE	$5,621.50	0.7 ACRE	$5,542.32	0.7 ACRE	$5,542.32
65	2582.503	4" SOLID LINE MULTI-COMPONENT GROUND IN (WR)	$1.40	6357 LIN FT	$8,899.80	6503 LIN FT	$9,104.20	6503 LIN FT	$9,104.20
66	2582.503	4" DOUBLE SOLID LINE MULTI-COMPONENT GROUND IN (WR)	$2.75	4219 LIN FT	$11,602.25	4293 LIN FT	$11,805.75	4293 LIN FT	$11,805.75
67	2582.503	4" SOLID LINE MULTI-COMPONENT (WR)	$3.20	299 LIN FT	$956.80	0 LIN FT	$0.00	178 LIN FT	$569.60
68	2582.503	24" SOLID LINE MULTI-COMPONENT GROUND IN (WR)	$12.70	564 LIN FT	$7,162.80	503 LIN FT	$6,388.10	503 LIN FT	$6,388.10
69	2582.503	8" DOTTED LINE MULTI-COMPONENT GROUND IN (WR)	$5.85	52 LIN FT	$304.20	66 LIN FT	$386.10	66 LIN FT	$386.10
70	2582.518	PAVEMENT MESSAGE MULTI-COMPONENT GROUND IN (WR)	$12.15	243 SQ FT	$2,952.45	379 SQ FT	$4,604.85	379 SQ FT	$4,604.85
71	2582.518	CROSSWALK MULTI-COMPONENT GROUND IN (WR)	$9.50	870 SQ FT	$8,265.00	900 SQ FT	$8,550.00	900 SQ FT	$8,550.00
				BASE BID TOTAL	**$1,145,302.32**		**$1,092,682.34**		**$1,113,367.58**
CHANGE ORDER 1									
1	2506.503	CONSTRUCT DRAINAGE STRUCTURE DES 72-4020	$970.31	6.3 LIN FT	$6,112.95	6.3 LIN FT	$6,112.95	6.3 LIN FT	$6,112.95
2	2507.503	CONSTRUCT DRAINAGE STRUCTURE DES 96-4020	$1,615.96	7.2 LIN FT	$11,634.91	7.2 LIN FT	$11,634.91	7.2 LIN FT	$11,634.91
				CHANGE ORDER 1 TOTAL	**$17,747.87**		**$17,747.87**		**$17,747.87**
CHANGE ORDER 2									
3		INSTALL SIGN TYPE SPECIAL ADJUSTMENT	$1,045.00	4 EACH	$4,180.00	4 EACH	$4,180.00	4 EACH	$4,180.00
4		2" INSULATION	$164.54	1 LUMP SUM	$164.54	1 LUMP SUM	$164.54	1 LUMP SUM	$164.54
5		CONCRETE COLLARS ON MANHOLES ADJUSTS	$1,889.69	1 LUMP SUM	$1,889.69	1 LUMP SUM	$1,889.69	1 LUMP SUM	$1,889.69
6		SIGNAL REVISION ADDED WIRE AND EXTENDED HOURS	$3,921.50	1 LUMP SUM	$3,921.50	1 LUMP SUM	$3,921.50	1 LUMP SUM	$3,921.50
7		REVISED 4TH STREET DETOUR	$3,300.00	1 LUMP SUM	$3,300.00	1 LUMP SUM	$3,300.00	1 LUMP SUM	$3,300.00
8		CURB STOP CASTINGS	$150.00	2 EACH	$300.00	2 EACH	$300.00	2 EACH	$300.00
9		TOUCH UP EPOXY IN ROUNDABOUT	$1,270.00	1 LUMP SUM	$1,270.00	1 LUMP SUM	$1,270.00	1 LUMP SUM	$1,270.00
				CHANGE ORDER 2 TOTAL	**$15,025.73**		**$15,025.73**		**$15,025.73**
CHANGE ORDER 3									
10		INSTALL MEDIAN DELINIATORS	$93.50	10 EACH	$935.00	0 EACH	$0.00	10 EACH	$935.00
				CHANGE ORDER 3 TOTAL	**$935.00**		**$0.00**		**$935.00**
		TOTAL AMOUNT:			**$1,179,010.92**		**$1,125,455.93**		**$1,147,076.18**