

Tracy City Council Meeting

Council Chambers

Monday, October 12, 2020

6:30 pm

- 1. Call to Order**
- 2. Pledge of Allegiance**
- 3. Invocation**
- 4. Approval of the Agenda**
- 5. Public Hearing**
- 6. Public Comment**
- 7. Consent Calendar**
 - A. Approval of September 28, 2020 Minutes
 - B. Approval of Municipal Accounts Payable
 1. Without Breakthru Beverage
 2. Without Sanford Health
 - C. Approve Library minutes from August 6, 2020
 - D. Approve Charter minutes from August 17, 2020
 - E. Approve Planning minutes from September 1, 2020
- 8. Mayor and Council Communication**
- 9. Staff Reports**
 - A. Fire Department Quarterly Report
 - B. ISG - Chris Larson or Kyle Renneke
- 10. New Business**
 - A. City Administrator**
 1. Resolution 2020-65- Support of Telecommuting Opportunities and Telecommuter Forward Certification
 2. Resolution 2020-66-Appointing Election Judges for General Election
 - B. City Attorney**
- 11. Closed Meeting**
 - A. Potential sale of City owned property
- 12. Adjourn**

September 28, 2020

The regular meeting of the Tracy City Council was called to order at 6:30 p.m., Monday, September 28, 2020. The following Council members were available: Mayor Tony Peterson, Jeri Schons, Dave Tiegs, Kou Thao and George Landuyt. Also present in the Council Chambers were Erik Hansen-City Administrator, Shane Daniels-Public Works Director and Diane Campbell-Deputy Clerk and Matt Gross-City Attorney.

The Pledge of Allegiance was given.

An invocation was given.

Mayor Peterson asked for the approval of the agenda. Daniels indicated that Resolution 2020-63-Agreement of Assessment and Waiver of Irregularity and Appeal for Robin Hay can be removed. Motion was made by Tiegs, seconded by Landuyt to approve the agenda as amended. All voted in favor.

Jeff Farber from Greenwood Nursery addressed the Council. He explained that to the best of his knowledge there is no pending litigation regarding his issue. He wanted to resolve this without involving lawyers and things like that. He has investigated the statute of limitation on his own and he is not asking for the full amount back. As a business owner he has to be accountable to his customers and the Council should be accountable to the residents as well as communicating with them. He is just asking for common curtesy on both sides and to work it out.

The Consent Calendar consisted of Council minutes from September 14, 2020, Work Session minutes from September 14, 2020, Special Council minutes from September 28 2020, Municipal Accounts Payable and Municipal Accounts Receivable. Motion was made by Tiegs, seconded by Thao to approve the minutes, Municipal Accounts Receivable and Municipal Accounts Payable without Breakthru Beverage. All voted in favor. Motion was made by J. Schons, seconded by Thao to approve the Municipal Accounts Payable for Breakthru Beverage. Voting in favor: Landuyt, Thao, J. Schons and Mayor Peterson. Abstaining: Tiegs.

Val Quist, Librarian addressed the Council with her department head report. She indicated that the basement is now put back together after the water leakage.

Jason Lichty, Chief of Police addressed the Council with his department head report.

Peggy Zwach, Finance Clerk addressed the Council with her department head report. She explained the finances in the various departments including the delinquencies of utility bills. She advised that there are several over 90 days past due but will not be shut off due to COVID. Motor Vehicle and the remodeling of the office were discussed.

Jeff Carpenter, EDA Director addressed the Council with his department head report. He gave an update on the Small Cities Grant Loans. This money has gone very fast and he is hopeful to get more in the

future. The COVID CARES Act money and the applications received as well as the November 15 deadline to have the money expended were explained. The challenge will be getting the information from the County that is needed on a timely basis.

Daniels addressed the Council with his department head report. They have brought dirt out to the softball fields for the new batting cage that will be going up. They have been working on the street patches and street sweeping. They are still working on the CARES money for the lawn mower at the Airport.

Carpenter advised that the only real rule for the CARES Act money is to be able to show a more than 10% revenue drop from March to May to qualify. He encouraged everyone to please pass the word.

Resolution 2020-59-County EDA Commitment Letter was presented. Carpenter explained that the County is looking at hiring an EDA Director that would serve the whole County on various things. This is just presented for support from the Council for them to move forward. Hansen explained that there is not a lot of risk with this as they can still back out at a later date. Motion was made by J. Schons, seconded by Tiegs to approve the Resolution and sign the letter. J. Schons expressed her concerns that the City will get their share of the time spent by this person. All voted in favor.

Resolution 2020-60-2021 Proposed Levy was presented. Hansen gave a slideshow presentation on how the budget was prepared and arrived at. This levy contains a 3% increase in the amount of \$1,247,558 for 2021. It was pointed out that the street projects are being entirely paid for by the Debt Service fund which generates from the utility bills and the need to increase those fees. Various things that have been built into this budget were explained such as the finance Director Position, lap pool boiler and pieces of equipment that will be need to be replaced. Motion was made by Tiegs, seconded by J. Schons to approve Resolution 2020-60. All voted in favor.

Motion was made by Tiegs, seconded by Landuyt to set the Truth in Taxation hearing date for December 14, 2020 at 7:00 pm. All voted in favor.

Resolution 2020-62-Park Donation & Authority to apply for grant was presented. Hansen explained that an anonymous donor would like to donate money to be spent on play equipment at central park. He and Daniels have been looking into applying for a grant to assist with this which would not be until next March. This resolution is to accept the \$10,000 donation and allow Hansen and Daniels to look into applying for a grant to help fund this. This would also restrict the donation money to be used solely for the purpose of new play equipment at central park. Motion was made by J. Schons, seconded by Landuyt to approve Resolution 2020-62. All voted in favor.

Resolution 2020-64-Payment to Duninck-Pay App #7 was presented. Kyle Renneke with I&S addressed the Council with an update on the street projects. The substantial completion date was discussed and indicated that they may be a few days behind. Motion was made by Thao, seconded by Tiegs to approve Resolution 2020-64. All voted in favor.

Resolution 2020-61-Denying Greenwood Nursery Petition was presented. Gross explained the facts of this resolution and applying the city code and state statute to it. Motion was made by J. Schons, seconded by Tiegs to approve Resolution 2020-61. Voting in favor: Thao, J. Schons, Tiegs and Mayor Peterson. Abstaining: Landuyt. Motion carried.

Mayor Peterson read a prepared statement regarding the Greenwood Nursery Petition and the consideration of the council that went into the decision of denying the request.

Motion was made by Tiegs, seconded by J. Schons to close the regular meeting and to go into closed session to discuss the potential sale of property located at 200 3rd Street. All voted in favor.

ATTEST:

City Administrator

Mayor

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SEPTEMBER 2020 to OCTOBER 2020

			Check Amt	Invoice	Comment
10100 MINNWEST CHECKING					
Paid Chk#	078800	9/24/2020			DL AND MV-MN DEPT PUB SAFETY
E 605-495-301	LICENSES & TAXES		\$2,782.25		MOTOR VEHICLE #060
Total	DL AND MV-MN DEPT PUB SAFETY		\$2,782.25		
Paid Chk#	078801	9/24/2020			DL AND MV-MN DEPT PUB SAFETY
E 605-495-301	LICENSES & TAXES		\$286.50		DRIVER'S LICENSE #060
Total	DL AND MV-MN DEPT PUB SAFETY		\$286.50		
Paid Chk#	078802	9/25/2020			DL AND MV-MN DEPT PUB SAFETY
E 605-495-301	LICENSES & TAXES		\$6,102.43		MOTOR VEHICLE #061
Total	DL AND MV-MN DEPT PUB SAFETY		\$6,102.43		
Paid Chk#	078803	9/25/2020			DL AND MV-MN DEPT PUB SAFETY
E 605-495-301	LICENSES & TAXES		\$153.50		DRIVERS LICENSE #061
Total	DL AND MV-MN DEPT PUB SAFETY		\$153.50		
Paid Chk#	078804	9/28/2020			DL AND MV-MN DEPT PUB SAFETY
E 605-495-301	LICENSES & TAXES		\$317.25		DRIVERS LICENSE #062
Total	DL AND MV-MN DEPT PUB SAFETY		\$317.25		
Paid Chk#	078805	9/28/2020			DL AND MV-MN DEPT PUB SAFETY
E 605-495-301	LICENSES & TAXES		\$2,881.25		motor vehicle #062
Total	DL AND MV-MN DEPT PUB SAFETY		\$2,881.25		
Paid Chk#	078806	9/29/2020			DELTA DENTAL OF MN
E 101-431-126	HEALTH INSURANCE		\$112.56	MBR00001125	OCTOBER 2020 EMPLOYEE PEDIATRIC DENTAL INSURANCE
E 101-413-126	HEALTH INSURANCE		\$67.00	MBR00001125	OCTOBER 2020 EMPLOYEE PEDIATRIC DENTAL INSURANCE
E 101-421-126	HEALTH INSURANCE		\$67.00	MBR00001125	OCTOBER 2020 EMPLOYEE PEDIATRIC DENTAL INSURANCE
E 101-441-126	HEALTH INSURANCE		\$33.50	MBR00001125	OCTOBER 2020 EMPLOYEE PEDIATRIC DENTAL INSURANCE
E 101-425-126	HEALTH INSURANCE		\$25.13	MBR00001125	OCTOBER 2020 EMPLOYEE PEDIATRIC DENTAL INSURANCE
E 602-492-126	HEALTH INSURANCE		\$30.15	MBR00001125	OCTOBER 2020 EMPLOYEE PEDIATRIC DENTAL INSURANCE

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			Check Amt	Invoice	Comment
E 608-498-126	HEALTH INSURANCE		\$27.14	MBR00001125	OCTOBER 2020 EMPLOYEE PEDIATRIC DENTAL INSURANCE
E 607-451-126	HEALTH INSURANCE		\$5.03	MBR00001125	OCTOBER 2020 EMPLOYEE PEDIATRIC DENTAL INSURANCE
E 203-461-126	HEALTH INSURANCE		\$1.01	MBR00001125	OCTOBER 2020 EMPLOYEE PEDIATRIC DENTAL INSURANCE
E 605-495-126	HEALTH INSURANCE		\$100.48	MBR00001125	OCTOBER 2020 EMPLOYEE PEDIATRIC DENTAL INSURANCE
Total DELTA DENTAL OF MN			<u>\$469.00</u>		
<hr/>					
Paid Chk# 078807	9/29/2020	DUININCK INC			
E 514-485-321	OTHER CONTRACTUAL SERVICE		\$81,069.20		PAY APP # 5 - PFA
Total DUININCK INC			<u>\$81,069.20</u>		
<hr/>					
Paid Chk# 078808	9/29/2020	DUININCK INC			
E 514-485-321	OTHER CONTRACTUAL SERVICE		\$138,376.74		PAY APP #6-PFA
Total DUININCK INC			<u>\$138,376.74</u>		
<hr/>					
Paid Chk# 078809	9/29/2020	DL AND MV-MN DEPT PUB SAFETY			
E 605-495-301	LICENSES & TAXES		\$3,147.75		MOTOR VEHICLE #063
Total DL AND MV-MN DEPT PUB SAFETY			<u>\$3,147.75</u>		
<hr/>					
Paid Chk# 078810	9/29/2020	DL AND MV-MN DEPT PUB SAFETY			
E 605-495-301	LICENSES & TAXES		\$301.00		DRIVER LICENSE #063
Total DL AND MV-MN DEPT PUB SAFETY			<u>\$301.00</u>		
<hr/>					
Paid Chk# 078811	9/29/2020	AFLAC			
G 101-21712	AFLAC CANCER WITHHOLDING		\$257.26		EMPLOYEE CHECK WITHHOLDING
G 101-21713	AFLAC ACCIDENT WITHHOLDING		\$132.64		EMPLOYEE CHECK WITHHOLDING
G 101-21715	AFLAC STD WITHHOLDING		\$99.52		EMPLOYEE CHECK WITHHOLDING
G 101-21730	AFLAC LIFE WITHHOLDING		\$9.70		EMPLOYEE CHECK WITHHOLDING
Total AFLAC			<u>\$499.12</u>		
<hr/>					
Paid Chk# 078812	9/29/2020	AFSCME			
G 101-21723	AFSCME UNION WITHHOLDING		\$335.45		EMPLOYEE UNION DUES
Total AFSCME			<u>\$335.45</u>		
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Paid Chk# 078813	9/29/2020	COLONIAL LIFE & ACCIDENT			

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			Check Amt	Invoice	Comment
G 101-21732	COLONIAL LIFE ACCIDENT		\$12.86		EMPLOYEE CHECK WITHHOLDINGS
G 101-21733	COLONIAL LIFE CANCER		\$16.30		EMPLOYEE CHECK WITHHOLDINGS
Total COLONIAL LIFE & ACCIDENT			\$29.16		
<hr/>					
Paid Chk# 078814	9/29/2020	GURSTEL LAW FIRM PC			
G 101-21735	LEVY-ALL PAY PERIODS		\$14.38		EMPLOYEE CHECK WITHHOLDING
Total GURSTEL LAW FIRM PC			\$14.38		
<hr/>					
Paid Chk# 078815	9/29/2020	LELS			
G 101-21724	LELS UNION WITHHOLDING		\$77.86		POLICE UNION DUES
Total LELS			\$77.86		
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Paid Chk# 078816	9/29/2020	MN PEIP			
G 101-25300	FUND BALANCE		\$15.85		EMPLOYEE CHECK WITHHOLDING
Total MN PEIP			\$15.85		
<hr/>					
Paid Chk# 078817	9/29/2020	NCPERS			
G 101-21711	NCPERS WITHHOLDING		\$56.00		EMPLOYEE CHECK WITHHOLDING
Total NCPERS			\$56.00		
<hr/>					
Paid Chk# 078818	9/29/2020	USABEL LIFE			
G 101-21716	LIFE INS PRETAX WITHHOLDING		\$11.70		LICHTY, APRIL LEIGH
G 101-21716	LIFE INS PRETAX WITHHOLDING		\$2.80		VUE, PETER CHEE MENG
G 101-21716	LIFE INS PRETAX WITHHOLDING		\$2.93		SCHULTZ, ALLEN J
Total USABEL LIFE			\$17.43		
<hr/>					
Paid Chk# 078819	9/29/2020	VSP			
G 101-21731	AFLAC VISION WITH HOLDING		\$119.64		EMPLOYEE CHECK WITHHOLDING
Total VSP			\$119.64		
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Paid Chk# 078820	9/30/2020	DL AND MV-MN DEPT PUB SAFETY			
E 605-495-301	LICENSES & TAXES		\$3,746.68		MOTOR VEHICLE #064
Total DL AND MV-MN DEPT PUB SAFETY			\$3,746.68		
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Paid Chk# 078821	9/30/2020	DL AND MV-MN DEPT PUB SAFETY			
E 605-495-301	LICENSES & TAXES		\$117.00		DRIVERS LICENSE #064
Total DL AND MV-MN DEPT PUB SAFETY			\$117.00		

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			Check Amt	Invoice	Comment
Paid Chk# 078822 10/1/2020 DL AND MV-MN DEPT PUB SAFETY					
E 605-495-301	LICENSES & TAXES		\$4,003.25		MOTOR VEHICLE #065
Total DL AND MV-MN DEPT PUB SAFETY			\$4,003.25		
Paid Chk# 078823 10/1/2020 DL AND MV-MN DEPT PUB SAFETY					
E 605-495-301	LICENSES & TAXES		\$194.25		DRIVERS LICENSE #065
Total DL AND MV-MN DEPT PUB SAFETY			\$194.25		
Paid Chk# 078824 10/1/2020 AMERIPRIDE LINEN & APPAREL INC					
E 601-491-321	OTHER CONTRACTUAL SERVICE	\$61.50	2801205366		LQ STORE MAT-SCRAPER, MAT, MP DISINFECT PORTION PACK
E 601-491-321	OTHER CONTRACTUAL SERVICE	(\$55.16)	78264		LQ STORE CREDIT
Total AMERIPRIDE LINEN & APPAREL INC			\$6.34		
Paid Chk# 078825 10/1/2020 ARCTIC GLACIER					
E 601-491-904	MIX PURCHASES	\$126.17	3449026708		LQ STORE ICE
E 601-491-904	MIX PURCHASES	\$45.97	3449027506		LQ STORE ICE
Total ARCTIC GLACIER			\$172.14		
Paid Chk# 078826 10/1/2020 BELLBOY CORP					
E 601-491-902	LIQUOR PURCHASES	\$778.50	0085980100		LQ STORE LIQUOR PURCHASE
E 601-491-904	MIX PURCHASES	\$226.84	0102067100		LQ STORE MIX SUPPLIES
E 601-491-901	FREIGHT ON LIQUOR & BEER	\$5.06	0102067100		LQ STORE FREIGHT
Total BELLBOY CORP			\$1,010.40		
Paid Chk# 078827 10/1/2020 BEVERAGE WHOLESALERS, INC.					
E 601-491-903	BEER PURCHASES	\$2,126.95	133309		LQ STORE BEER PURCHASE
E 601-491-903	BEER PURCHASES	\$1,665.75	134372		LQ STORE BEER PURCHASE
Total BEVERAGE WHOLESALERS, INC.			\$3,792.70		
Paid Chk# 078828 10/1/2020 BOLLIG INC					
E 410-462-321	OTHER CONTRACTUAL SERVICE	\$3,401.25	5359		AIRPORT MASTER AIRPORT
Total BOLLIG INC			\$3,401.25		
Paid Chk# 078829 10/1/2020 BOND TRUST SERVICES CORP					
E 602-492-602	INTEREST PAYMENTS	\$30,117.07	59558		GENERAL OBLIGATION TEMPORARY BONDS SERIES 2019A INTEREST

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			Check Amt	Invoice	Comment
E 608-498-602	INTEREST PAYMENTS		\$43,339.18	59558	GENERAL OBLIGATION TEMPORARY BONDS SERIES 2019A INTEREST
Total BOND TRUST SERVICES CORP			\$73,456.25		
<hr/>					
Paid Chk#	078830	10/1/2020	BREAKTHRU BEVERAGE MN WINE		
E 601-491-902	LIQUOR PURCHASES		\$901.53	1081184762	LQ STORE LIQUOR PURCHASE
E 601-491-901	FREIGHT ON LIQUOR & BEER		\$9.28	1081184762	LQ STORE FREIGHT
Total BREAKTHRU BEVERAGE MN WINE			\$910.81		
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Paid Chk#	078831	10/1/2020	CENTURYLINK		
E 101-462-271	UTILITIES		\$36.21	SEPT19	AIRPORT COMMUCATIONS
Total CENTURYLINK			\$36.21		
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Paid Chk#	078832	10/1/2020	CHARTER COMMUNICATIONS/SPECTRU		
E 101-413-210	OPERATING SUPPLIES		\$0.53		SHARE CABLE BOX FEE
E 806-417-210	OPERATING SUPPLIES		\$0.53		SHARE CABLE BOX FEE
E 101-421-210	OPERATING SUPPLIES		\$0.53		SHARE CABLE BOX FEE
E 101-424-210	OPERATING SUPPLIES		\$0.53		SHARE CABLE BOX FEE
E 101-425-210	OPERATING SUPPLIES		\$0.53		SHARE CABLE BOX FEE
E 101-431-210	OPERATING SUPPLIES		\$0.53		SHARE CABLE BOX FEE
E 101-441-210	OPERATING SUPPLIES		\$0.53		SHARE CABLE BOX FEE
E 607-451-210	OPERATING SUPPLIES		\$0.53		SHARE CABLE BOX FEE
E 203-461-210	OPERATING SUPPLIES		\$0.53		SHARE CABLE BOX FEE
E 101-462-210	OPERATING SUPPLIES		\$0.53		SHARE CABLE BOX FEE
E 201-471-210	OPERATING SUPPLIES		\$0.53		SHARE CABLE BOX FEE
E 601-491-210	OPERATING SUPPLIES		\$0.53		SHARE CABLE BOX FEE
E 602-492-210	OPERATING SUPPLIES		\$0.53		SHARE CABLE BOX FEE
E 608-498-210	OPERATING SUPPLIES		\$0.53		SHARE CABLE BOX FEE
E 605-495-210	OPERATING SUPPLIES		\$0.53		SHARE CABLE BOX FEE
E 604-494-210	OPERATING SUPPLIES		\$0.55		SHARE CABLE BOX FEE
al CHARTER COMMUNICATIONS/SPECTRU			\$8.50		
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Paid Chk#	078833	10/1/2020	COMPUTERS & BEYOND		
E 806-417-321	OTHER CONTRACTUAL SERVICE		\$42.50	5756	EDA-FIX J CARPENTERS EMAIL
Total COMPUTERS & BEYOND			\$42.50		
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Paid Chk#	078834	10/1/2020	CONSUMER REPORTS		

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SEPTEMBER 2020 to OCTOBER 2020

			Check Amt	Invoice	Comment
E 101-441-291	SUBS, MEMBRSHPS & CONTRBT		\$29.00		LIBRARY SUBSCRIPTION
	Total CONSUMER REPORTS		\$29.00		
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Paid Chk# 078835	10/1/2020	DOLL DISTRIBUTING, LLC			
E 601-491-903	BEER PURCHASES		\$3,855.58	396391	LQ STORE BEER PURCHASE
E 601-491-903	BEER PURCHASES		\$1,064.80	400745	LQ STORE BEER PURCHASE
	Total DOLL DISTRIBUTING, LLC		\$4,920.38		
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Paid Chk# 078836	10/1/2020	EDWARDS, DOUG			
E 411-417-321	OTHER CONTRACTUAL SERVICE		\$482.64		SEPT 2020 SNOW REMOVAL/LAWN CARE CONTRACT
	Total EDWARDS, DOUG		\$482.64		
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Paid Chk# 078837	10/1/2020	EDWARDS, JOHN			
E 411-417-321	OTHER CONTRACTUAL SERVICE		\$482.64		SEPT 2020 SNOW REMOVAL/LAWN CARE CONTRACT
	Total EDWARDS, JOHN		\$482.64		
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Paid Chk# 078838	10/1/2020	GOPHER STATE ONE CALL			
E 602-492-321	OTHER CONTRACTUAL SERVICE		\$33.08	0090786	GOPHER ONE CALL
E 608-498-321	OTHER CONTRACTUAL SERVICE		\$33.07	0090786	GOPHER ONE CALL
	Total GOPHER STATE ONE CALL		\$66.15		
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Paid Chk# 078839	10/1/2020	HACH COMPANY			
E 602-492-224	MAINTENANCE-CHEMICALS		\$361.82	12132019	TESTING REAGENTS
	Total HACH COMPANY		\$361.82		
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Paid Chk# 078840	10/1/2020	JOHNSON BROTHERS LIQUOR CO.			
E 601-491-902	LIQUOR PURCHASES		(\$16.00)	117254	LQ STORE LIQUOR CREDIT
E 601-491-901	FREIGHT ON LIQUOR & BEER		(\$1.69)	117254	LQ STORE FREIGHT CREDIT
E 601-491-902	LIQUOR PURCHASES		\$784.10	1650400	LQ STORE LIQUOR PURCHASE
E 601-491-901	FREIGHT ON LIQUOR & BEER		\$12.40	1650400	LQ STORE FREIGHT
	Total JOHNSON BROTHERS LIQUOR CO.		\$778.81		
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Paid Chk# 078841	10/1/2020	LOCHER BROS INC			
E 601-491-903	BEER PURCHASES		\$100.00	20472	LQ STORE BEER PURCHASE
	Total LOCHER BROS INC		\$100.00		
<hr/>					
Paid Chk# 078842	10/1/2020	MIDWEST SUPPLY CO.			
E 602-492-223	MAINTENANCE & REPAIR-OTHER		\$12.79	284007	WATER PLANT-CHEMICAL PIPING REPAIR

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SEPTEMBER 2020 to OCTOBER 2020

		Check Amt	Invoice	Comment
E 602-492-221	MAINTENANCE & REPAIR-EQUIP	\$5.99	284024	WATER PLANT-CHEMICAL FEED REPAIR
E 101-431-222	MAINTENANCE & REPAIR-BUILD	\$27.98	284034	PARKS-TRASH BAGS
E 602-492-224	MAINTENANCE-CHEMICALS	\$6.98	284155	WATER PLANT BLEACH
E 101-431-202	MOTOR FUELS & LUBRICANTS	\$8.94	284161	2 CYCLE OIL
E 602-492-201	OFFICE SUPPLIES	\$9.99	284228	UTILITY DEPT-TAPE FOR SHIPPING SAMPLES
E 101-431-223	MAINTENANCE & REPAIR-OTHER	\$26.99	284266	STREET DEPT WEED SPRAYER
E 101-431-223	MAINTENANCE & REPAIR-OTHER	\$29.99	284384	GRASS SEED-CENTRAL PARK
E 101-431-221	MAINTENANCE & REPAIR-EQUIP	\$78.39	284389	ASPHALT PACKER REPAIR
E 101-431-221	MAINTENANCE & REPAIR-EQUIP	\$35.98	284401	ASPHALT PACKER REPAIR
E 101-431-221	MAINTENANCE & REPAIR-EQUIP	\$29.92	284501	ASPHALT PACKER WATER LINE REPAIR
Total MIDWEST SUPPLY CO.		\$273.94		
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Paid Chk# 078843	10/1/2020	MOREY SMALL ENGINE SPECIALTY		
E 608-498-223	MAINTENANCE & REPAIR-OTHER	\$49.95	8740	SPRAYER COIL
Total MOREY SMALL ENGINE SPECIALTY		\$49.95		
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Paid Chk# 078844	10/1/2020	NORTHWEST LIGHTING SYSTEMS CO		
E 101-418-222	MAINTENANCE & REPAIR-BUILD	\$275.00	118074	LIGHT BULBS
Total NORTHWEST LIGHTING SYSTEMS CO		\$275.00		
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Paid Chk# 078845	10/1/2020	PAUSTIS WINE COMPANY		
E 601-491-902	LIQUOR PURCHASES	\$312.00	101869	LQ STORE LIQUOR PURCHASE
E 601-491-901	FREIGHT ON LIQUOR & BEER	\$7.00	101869	LQ STORE FREIGHT
Total PAUSTIS WINE COMPANY		\$319.00		
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Paid Chk# 078846	10/1/2020	PHILLIPS WINE & SPIRITS		
E 601-491-902	LIQUOR PURCHASES	\$296.00	6097803	LQ STORE LIQUOR PURCHASE
E 601-491-901	FREIGHT ON LIQUOR & BEER	\$6.76	6097803	LQ STORE FREIGHT
Total PHILLIPS WINE & SPIRITS		\$302.76		
<hr/>				
Paid Chk# 078847	10/1/2020	R.A. MUECKE SAND & GRAVEL, INC		
E 602-492-321	OTHER CONTRACTUAL SERVICE	\$1,398.32	76369	PEA ROCK-WATER MAIN
Total R.A. MUECKE SAND & GRAVEL, INC		\$1,398.32		
<hr/>				
Paid Chk# 078848	10/1/2020	SANFORD USD MEDICAL CENTER		
E 101-421-321	OTHER CONTRACTUAL SERVICE	\$441.00		PD- ER VISIT FOR PERSON IN CUSTODY
Total SANFORD USD MEDICAL CENTER		\$441.00		

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Paid Chk# 078849 10/1/2020 SLAGEL,MICHAEL					
E 101-418-222	MAINTENANCE & REPAIR-BUILD		\$560.74	TRACY91820	VMC OVERHEAD DOOR REPAIRS
	Total SLAGEL,MICHAEL		\$560.74		
Paid Chk# 078850 10/1/2020 SOUTHERN GLAZERS OF MN					
E 601-491-902	LIQUOR PURCHASES		\$578.93	1998366	LQ STORE LIQUOR PURCHASE
E 601-491-901	FREIGHT ON LIQUOR & BEER		\$7.40	1998366	LQ STORE FREIGHT
	Total SOUTHERN GLAZERS OF MN		\$586.33		
Paid Chk# 078851 10/1/2020 SW HEALTH AND HUMAN SERVICES					
E 602-492-321	OTHER CONTRACTUAL SERVICE		\$40.00		TEST 2009 WATER SAMPLING
	Total SW HEALTH AND HUMAN SERVICES		\$40.00		
Paid Chk# 078852 10/1/2020 TRACY ACE HOME CENTER					
E 101-499-331	MISCELLANEOUS		\$20.84	B36399	2018 FEMA 1ST ST E & UNION STREET CATCH BASIN REPAIR
E 101-499-331	MISCELLANEOUS		\$145.95	D4185	2018 FEMA 1ST ST E & UNION STREET CATCH BASIN REPAIR
E 101-499-331	MISCELLANEOUS		\$52.10	E4382	2018 FEMA 1ST STREET E & UNION ST CATCH BASIN
E 101-499-331	MISCELLANEOUS		\$35.10	E4392	2018 FEMA 1ST STREET E ST & UNION STREET CATCH BASIN
	Total TRACY ACE HOME CENTER		\$253.99		
Paid Chk# 078853 10/1/2020 TRACY AUTO VALUE					
E 608-498-223	MAINTENANCE & REPAIR-OTHER		\$4.98	35123019	SPRAYER SPARK PLUGS
E 101-431-223	MAINTENANCE & REPAIR-OTHER		\$71.94	35123239	OIL ABSORBANT
	Total TRACY AUTO VALUE		\$76.92		
Paid Chk# 078854 10/1/2020 TRACY FOOD PRIDE					
E 101-441-222	MAINTENANCE & REPAIR-BUILD		\$9.90	5529-138	LIBRARY AIR FRESHNERS
E 101-431-223	MAINTENANCE & REPAIR-OTHER		\$2.00	5529-138	PARKS AIR FRESHNERS
	Total TRACY FOOD PRIDE		\$11.90		
Paid Chk# 078855 10/2/2020 DL AND MV-MN DEPT PUB SAFETY					
E 605-495-301	LICENSES & TAXES		\$5,244.82		MOTOR VEHICLE #066
	Total DL AND MV-MN DEPT PUB SAFETY		\$5,244.82		
Paid Chk# 078856 10/2/2020 DL AND MV-MN DEPT PUB SAFETY					

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E 605-495-301	LICENSES & TAXES		\$348.75		DRIVERS LICENSE #066
Total	DL AND MV-MN DEPT PUB SAFETY		\$348.75		
<hr/>					
Paid Chk# 078857	10/5/2020	DL AND MV-MN DEPT PUB SAFETY			
E 605-495-301	LICENSES & TAXES		\$1,252.50		MOTOR VEHICLE #067
Total	DL AND MV-MN DEPT PUB SAFETY		\$1,252.50		
<hr/>					
Paid Chk# 078858	10/5/2020	DL AND MV-MN DEPT PUB SAFETY			
E 605-495-301	LICENSES & TAXES		\$335.75		DRIVERS LICENSE #067
Total	DL AND MV-MN DEPT PUB SAFETY		\$335.75		
<hr/>					
Paid Chk# 078859	10/6/2020	DL AND MV-MN DEPT PUB SAFETY			
E 605-495-301	LICENSES & TAXES		\$2,104.00		MOTOR VEHICLE #068
Total	DL AND MV-MN DEPT PUB SAFETY		\$2,104.00		
<hr/>					
Paid Chk# 078860	10/6/2020	DL AND MV-MN DEPT PUB SAFETY			
E 605-495-301	LICENSES & TAXES		\$247.00		DRIVER'S LICENSE #068
Total	DL AND MV-MN DEPT PUB SAFETY		\$247.00		
<hr/>					
Paid Chk# 078861	10/7/2020	DL AND MV-MN DEPT PUB SAFETY			
E 605-495-301	LICENSES & TAXES		\$3,049.25		MOTOR VEHICLE #069
Total	DL AND MV-MN DEPT PUB SAFETY		\$3,049.25		
<hr/>					
Paid Chk# 078862	10/7/2020	DL AND MV-MN DEPT PUB SAFETY			
E 605-495-301	LICENSES & TAXES		\$133.50		DRIVERS LICENSE #069
Total	DL AND MV-MN DEPT PUB SAFETY		\$133.50		
<hr/>					
Paid Chk# 078863	10/8/2020	ABOVE THE FOLD PUBLISHING, LLC			
E 018-499-331	MISCELLANEOUS		\$7,500.00		CARES GRANT FUNDS
Total	ABOVE THE FOLD PUBLISHING, LLC		\$7,500.00		
<hr/>					
Paid Chk# 078864	10/8/2020	B&K TAN LLC			
E 018-499-331	MISCELLANEOUS		\$1,500.00		CARES GRANT FUNDS
Total	B&K TAN LLC		\$1,500.00		
<hr/>					
Paid Chk# 078865	10/8/2020	BONNIE & CLYDE S			
E 018-499-331	MISCELLANEOUS		\$2,500.00		CARES GRANT FUNDS

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Total BONNIE & CLYDE S			\$2,500.00		
Paid Chk# 078866	10/8/2020	G & R APPLIANCE, INC			
E 018-499-331	MISCELLANEOUS		\$5,000.00		CARES GRANT FUNDS
Total G & R APPLIANCE, INC			\$5,000.00		
Paid Chk# 078867	10/8/2020	PRAIRIE LAKES DENTAL, LLC			
E 018-499-331	MISCELLANEOUS		\$7,500.00		CARES GRANT FUNDS
Total PRAIRIE LAKES DENTAL, LLC			\$7,500.00		
Paid Chk# 078868	10/8/2020	SALMON AUTOMOTIVE, INC.			
E 018-499-331	MISCELLANEOUS		\$5,000.00		CARES GRANT FUNDS
Total SALMON AUTOMOTIVE, INC.			\$5,000.00		
Paid Chk# 078869	10/8/2020	SILVER SHEARS			
E 018-499-331	MISCELLANEOUS		\$2,500.00		CARES GRANT FUNDS
Total SILVER SHEARS			\$2,500.00		
Paid Chk# 078870	10/8/2020	STATE FARM INSURANCE			
E 018-499-331	MISCELLANEOUS		\$2,500.00		CARES GRANT FUNDS
Total STATE FARM INSURANCE			\$2,500.00		
Paid Chk# 078871	10/8/2020	SUBWAY OF TRACY			
E 018-499-331	MISCELLANEOUS		\$7,500.00		CARES GRANT FUNDS
Total SUBWAY OF TRACY			\$7,500.00		
Paid Chk# 078872	10/8/2020	THE CABOOSE			
E 018-499-331	MISCELLANEOUS		\$7,500.00		CARES GRANT FUNDS
Total THE CABOOSE			\$7,500.00		
Paid Chk# 078873	10/8/2020	TONEY, CHRISTY			
E 018-499-331	MISCELLANEOUS		\$1,700.00		CARES GRANT FUNDS
Total TONEY, CHRISTY			\$1,700.00		
Paid Chk# 078874	10/8/2020	TRACY ACADEMY OF DANCE			
E 018-499-331	MISCELLANEOUS		\$5,000.00		CARES GRANT FUNDS
Total TRACY ACADEMY OF DANCE			\$5,000.00		

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Paid Chk#	078875	10/8/2020	TRACY ACE HOME CENTER		
E 018-499-331	MISCELLANEOUS		\$3,500.00		CARES GRANT FUNDS
	Total TRACY ACE HOME CENTER		\$3,500.00		
Paid Chk#	078876	10/8/2020	TRACY AUTO BATH		
E 018-499-331	MISCELLANEOUS		\$2,500.00		CARES GRANT FUNDS
	Total TRACY AUTO BATH		\$2,500.00		
Paid Chk#	078877	10/8/2020	TRACY CHIROPRACTIC PA		
E 018-499-331	MISCELLANEOUS		\$5,000.00		CARES GRANT FUNDS
	Total TRACY CHIROPRACTIC PA		\$5,000.00		
Paid Chk#	078878	10/8/2020	TRACY KIDS WORLD		
E 018-499-331	MISCELLANEOUS		\$5,000.00		CARES GRANT FUNDS
	Total TRACY KIDS WORLD		\$5,000.00		
Paid Chk#	078879	10/8/2020	TRACY LANES LLC		
E 018-499-331	MISCELLANEOUS		\$7,500.00		CARES GRANT FUNDS
	Total TRACY LANES LLC		\$7,500.00		
Paid Chk#	078880	10/8/2020	BRANDON ENGELKES		
G 602-22600	DEPOSITS		\$36.36		000000001607
	Total BRANDON ENGELKES		\$36.36		
Paid Chk#	078881	10/8/2020	K & K PROPERTIES		
R 602-38860	UNALLOCATED AMOUNTS		\$53.68		UTILITY BILL CREDIT REFUND
	Total K & K PROPERTIES		\$53.68		
Paid Chk#	078882	10/8/2020	A&B BUSINESS SOLUTIONS		
E 101-413-210	OPERATING SUPPLIES		\$8.85		COPIER LEASE
E 806-417-210	OPERATING SUPPLIES		\$8.85		COPIER LEASE
E 303-417-210	OPERATING SUPPLIES		\$8.85		COPIER LEASE
E 411-417-210	OPERATING SUPPLIES		\$8.85		COPIER LEASE
E 101-421-210	OPERATING SUPPLIES		\$8.85		COPIER LEASE
E 101-424-210	OPERATING SUPPLIES		\$8.85		COPIER LEASE
E 101-425-210	OPERATING SUPPLIES		\$8.85		COPIER LEASE
E 101-431-210	OPERATING SUPPLIES		\$8.85		COPIER LEASE

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E 101-441-210	OPERATING SUPPLIES	\$8.85		COPIER LEASE
E 607-451-210	OPERATING SUPPLIES	\$8.85		COPIER LEASE
E 203-461-210	OPERATING SUPPLIES	\$8.85		COPIER LEASE
E 101-462-210	OPERATING SUPPLIES	\$8.85		COPIER LEASE
E 601-491-210	OPERATING SUPPLIES	\$8.85		COPIER LEASE
E 602-492-210	OPERATING SUPPLIES	\$8.85		COPIER LEASE
E 608-498-210	OPERATING SUPPLIES	\$8.86		COPIER LEASE
E 605-495-210	OPERATING SUPPLIES	\$8.86		COPIER LEASE
E 604-494-210	OPERATING SUPPLIES	\$8.86		COPIER LEASE
Total A&B BUSINESS SOLUTIONS		\$150.48		
<hr/>				
Paid Chk# 078883	10/8/2020	AB VACUUM CENTER		
E 101-418-222	MAINTENANCE & REPAIR-BUILDI	\$51.90	1351	VMC VACUUM RICCAR B HEPA
Total AB VACUUM CENTER		\$51.90		
<hr/>				
Paid Chk# 078884	10/8/2020	ABDO, EICK & MEYERS LLP		
E 101-463-321	OTHER CONTRACTUAL SERVICE	\$21,200.00	434399	AUDIT SERVICES
Total ABDO, EICK & MEYERS LLP		\$21,200.00		
<hr/>				
Paid Chk# 078885	10/8/2020	ABOVE THE FOLD PUBLISHING, LLC		
E 806-417-251	PRINTING & PUBLISHING-ADVER	\$440.00	4361	EDA OPEN HOUSE AD
E 410-462-321	OTHER CONTRACTUAL SERVICE	\$104.06	4425	LEGAL ADVERTISING-AIRPORT MEETING
E 018-499-331	MISCELLANEOUS	\$225.00	4462	EDA-CARES
E 101-413-251	PRINTING & PUBLISHING-ADVER	\$690.20	4462	LEGAL ADVERTISING-CHARTER VERBIAGE CHANGES
E 018-499-331	MISCELLANEOUS	\$275.00	4542	EDA CARES
E 101-413-201	OFFICE SUPPLIES	\$13.00	4575	ADMIN SUPPLIES-LABELS
E 602-492-201	OFFICE SUPPLIES	\$18.45	4584	WATER DEPT SUPPLIES-PAPER
E 608-498-201	OFFICE SUPPLIES	\$18.45	4584	STREET DEPT SUPPLIES-PAPER
Total ABOVE THE FOLD PUBLISHING, LLC		\$1,784.16		
<hr/>				
Paid Chk# 078886	10/8/2020	BAKER & TAYLOR BOOKS		
E 101-441-435	BOOKS	\$120.60	2035504952	LIBRARY BOOKS
Total BAKER & TAYLOR BOOKS		\$120.60		
<hr/>				
Paid Chk# 078887	10/8/2020	BEVERAGE WHOLESALERS, INC.		
E 601-491-903	BEER PURCHASES	\$1,634.00	132829	LQ STORE BEER PURCHASE

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E 601-491-903	BEER PURCHASES	\$555.30	134373	LQ STORE BEER PURCHASE
E 601-491-903	BEER PURCHASES	\$179.20	134374	LQ STORE BEER PURCHASE
E 601-491-903	BEER PURCHASES	\$928.00	134929	LQ STORE BEER PURCHASE
E 601-491-903	BEER PURCHASES	(\$146.28)	71385	LQ STORE BEER CREDIT
E 601-491-903	BEER PURCHASES	\$275.75	722583	LQ STORE BEER PURCHASE
Total	BEVERAGE WHOLESALERS, INC.	\$3,425.97		
<hr/>				
Paid Chk#	078888	10/8/2020	BHE RENEWABLES	
E 101-441-271	UTILITIES	\$315.08		UTILITIES-189 3RD ST
E 101-418-271	UTILITIES	\$531.32		UTILITIES-336 MORGAN ST
E 101-431-271	UTILITIES	\$53.17		UTILITIES-1650 CENTER ST
E 101-424-271	UTILITIES	\$450.10		UTILITIES-231 2ND ST
E 602-492-271	UTILITIES	\$2,388.31		UTILITIES-1156 CRAIG AVE
E 201-471-271	UTILITIES	\$705.47		UTILITIES-200 3RD ST
E 101-424-271	UTILITIES	\$396.86		UTILITIES-360 MORGAN ST
E 602-492-271	UTILITIES	\$106.21		UTILITIES-110 6TH ST
E 608-498-271	UTILITIES	\$159.38		UTILITIES-517 UNION ST
E 101-431-271	UTILITIES	\$159.38		UTILITIES-124 ROWLAND ST
E 101-418-271	UTILITIES	\$22.52		UTILITIES-336 SOUTH ST
E 602-492-271	UTILITIES	\$981.64		UTILITIES-1500 330TH AVE
E 602-492-271	UTILITIES	\$1,118.73		UTILITIES-321 ELM ST
E 101-432-271	UTILITIES	\$292.31		UTILITIES-421 SOUTH ST
E 101-432-271	UTILITIES	\$318.76		UTILITIES-299 SOUTH ST
E 101-462-271	UTILITIES	\$270.04	10808879	UTILITIES-1640 CENTER ST
Total	BHE RENEWABLES	\$8,269.28		
<hr/>				
Paid Chk#	078889	10/8/2020	BREAKTHRU BEVERAGE MN WINE	
E 601-491-902	LIQUOR PURCHASES	\$138.78	1081187877	LQ STORE LIQUOR PURCHASE
E 601-491-901	FREIGHT ON LIQUOR & BEER	\$3.14	1081187877	LQ STORE FREIGHT
E 601-491-902	LIQUOR PURCHASES	\$208.80	1081187878	LQ STORE LIQUOR PURCHASE
Total	BREAKTHRU BEVERAGE MN WINE	\$350.72		
<hr/>				
Paid Chk#	078890	10/8/2020	BUFFALO RIDGE CONCRETE, INC.	
E 101-499-331	MISCELLANEOUS	\$73.00	383850	UNION STREET & 1 ST E CATCH BASIN REPAIR
E 603-493-223	MAINTENANCE & REPAIR-OTHER	\$146.00	383850	CURBSTOP REPAIR-SIDEWALKS
Total	BUFFALO RIDGE CONCRETE, INC.	\$219.00		

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Paid Chk# 078891 10/8/2020 CHS INC.				
E 101-431-202	MOTOR FUELS & LUBRICANTS	\$709.70		SEPT 2020 STREET FUEL
E 101-421-202	MOTOR FUELS & LUBRICANTS	\$502.06		SEPT 2020 PD FUEL
E 602-492-202	MOTOR FUELS & LUBRICANTS	\$108.04		SEPT 2020 UTILITY FUEL
E 101-424-202	MOTOR FUELS & LUBRICANTS	\$236.55		SEPT 2020 FD FUEL
E 203-461-202	MOTOR FUELS & LUBRICANTS	\$49.23		SEPT 2020 CEMETERY FUEL
E 101-424-202	MOTOR FUELS & LUBRICANTS	\$80.32		SEPT 2020 FUEL OFFSET
E 101-418-222	MAINTENANCE & REPAIR-BUILD	\$42.51		SEPT 2020 VMC FUEL
E 101-462-202	MOTOR FUELS & LUBRICANTS	\$186.15	782927	SEPT 2020 AIRPORT FUEL
E 101-431-223	MAINTENANCE & REPAIR-OTHER	\$98.96	ID8623	SEPT 2020 PARKS WEED SPRAY
E 101-431-223	MAINTENANCE & REPAIR-OTHER	\$43.41	ID8625	SEPT 2020 PARKS WEED SPRAY
Total CHS INC.		\$2,056.93		
Paid Chk# 078892 10/8/2020 COMPUTERS & BEYOND				
E 101-413-321	OTHER CONTRACTUAL SERVICE	\$28.05	5856	ADMIN PASSWORD RESET
E 101-413-210	OPERATING SUPPLIES	\$11.53	5895	OFF-SITE BACKUP/ MICROSOFT OFFICE 365 EXCHANGE
E 806-417-210	OPERATING SUPPLIES	\$11.53	5895	OFF-SITE BACKUP/ MICROSOFT OFFICE 365 EXCHANGE
E 303-417-210	OPERATING SUPPLIES	\$11.53	5895	OFF-SITE BACKUP/ MICROSOFT OFFICE 365 EXCHANGE
E 411-417-210	OPERATING SUPPLIES	\$11.53	5895	OFF-SITE BACKUP/ MICROSOFT OFFICE 365 EXCHANGE
E 101-421-210	OPERATING SUPPLIES	\$11.53	5895	OFF-SITE BACKUP/ MICROSOFT OFFICE 365 EXCHANGE
E 101-424-210	OPERATING SUPPLIES	\$11.53	5895	OFF-SITE BACKUP/ MICROSOFT OFFICE 365 EXCHANGE
E 101-425-210	OPERATING SUPPLIES	\$11.53	5895	OFF-SITE BACKUP/ MICROSOFT OFFICE 365 EXCHANGE
E 101-431-210	OPERATING SUPPLIES	\$11.53	5895	OFF-SITE BACKUP/ MICROSOFT OFFICE 365 EXCHANGE
E 101-441-210	OPERATING SUPPLIES	\$11.53	5895	OFF-SITE BACKUP/ MICROSOFT OFFICE 365 EXCHANGE
E 607-451-210	OPERATING SUPPLIES	\$11.53	5895	OFF-SITE BACKUP/ MICROSOFT OFFICE 365 EXCHANGE
E 203-461-210	OPERATING SUPPLIES	\$11.53	5895	OFF-SITE BACKUP/ MICROSOFT OFFICE 365 EXCHANGE

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E 101-462-210	OPERATING SUPPLIES	\$11.53	5895	OFF-SITE BACKUP/ MICROSOFT OFFICE 365 EXCHANGE
E 601-491-210	OPERATING SUPPLIES	\$11.53	5895	OFF-SITE BACKUP/ MICROSOFT OFFICE 365 EXCHANGE
E 602-492-210	OPERATING SUPPLIES	\$11.53	5895	OFF-SITE BACKUP/ MICROSOFT OFFICE 365 EXCHANGE
E 608-498-210	OPERATING SUPPLIES	\$11.53	5895	OFF-SITE BACKUP/ MICROSOFT OFFICE 365 EXCHANGE
E 605-495-210	OPERATING SUPPLIES	\$11.52	5895	OFF-SITE BACKUP/ MICROSOFT OFFICE 365 EXCHANGE
E 604-494-210	OPERATING SUPPLIES	\$11.52	5895	OFF-SITE BACKUP/ MICROSOFT OFFICE 365 EXCHANGE
E 601-491-321	OTHER CONTRACTUAL SERVICE	\$63.75	5991	SET UP NIGHTOWL ON P ZWACH COMPUTER
	Total COMPUTERS & BEYOND	<u>\$287.79</u>		
<hr/>				
Paid Chk#	078893	10/8/2020	CULLIGAN WATER CONDITIONING	
E 201-471-271	UTILITIES	\$28.00		AQUA CLEER RENTAL
E 601-491-271	UTILITIES	\$10.00		LQ STORE COOLER RENT
E 602-492-271	UTILITIES	\$28.00		WATER DEPT COOLER RENT/WATER
	Total CULLIGAN WATER CONDITIONING	<u>\$66.00</u>		
<hr/>				
Paid Chk#	078894	10/8/2020	DOLLAR GENERAL	
E 601-491-904	MIX PURCHASES	\$21.48	1001000785	LQ STORE POP
E 601-491-904	MIX PURCHASES	(\$28.16)	1001001638	LQ STORE POP CREDIT
E 601-491-904	MIX PURCHASES	\$20.10	1001001642	LQ STORE POP
E 601-491-904	MIX PURCHASES	\$24.75	1001001644	LQ STORE POP
E 101-441-222	MAINTENANCE & REPAIR-BUILDI	\$5.00	1001002253	LIBRARY AIR FRESHNERS
E 101-431-223	MAINTENANCE & REPAIR-OTHER	\$3.00	1001002253	PARKS SUPPLIES
E 018-499-331	MISCELLANEOUS	\$14.00	1001003515	SANITIZING WIPES-COVID
E 601-491-904	MIX PURCHASES	\$17.24	1001003887	LQ STORE POP
E 018-499-331	MISCELLANEOUS	\$5.76	1001003887	LQ STORE WIPES
E 601-491-907	LIQUOR-STORE SUPPLIES	\$16.00	1001005345	LQ STORE POP
E 601-491-904	MIX PURCHASES	\$22.30	1001007609	LQ STORE POP
E 601-491-904	MIX PURCHASES	\$12.00	1001007695	LQ STORE POP
	Total DOLLAR GENERAL	<u>\$133.47</u>		
<hr/>				
Paid Chk#	078895	10/8/2020	DUININCK INC	
E 101-431-223	MAINTENANCE & REPAIR-OTHER	\$1,432.00	544115	ASPHALT PATCHING

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Total DUININCK INC		\$1,432.00		
Paid Chk# 078896	10/8/2020	HEBIG,DREW		
E 806-417-501	EQUIPMENT & IMPROVEMENTS	\$4,000.00	1105812	EDA-TREE WORK, TRIM UP, REMOVAL
Total HEBIG,DREW		\$4,000.00		
Paid Chk# 078897	10/8/2020	HENRYS FOODS, INC		
E 601-491-906	CIGARETTES	\$368.32	5942663	LQ STORE CIGARETTES
E 601-491-904	MIX PURCHASES	\$18.94	5942663	LQ STORE MIX SUPPLIES
E 601-491-201	OFFICE SUPPLIES	\$80.97	5942663	LQ STORE SUPPLIES-BAGS
E 601-491-901	FREIGHT ON LIQUOR & BEER	\$5.99	5942663	LQ STORE FREIGHT
Total HENRYS FOODS, INC		\$474.22		
Paid Chk# 078898	10/8/2020	JOHNSON BROTHERS LIQUOR CO.		
E 601-491-902	LIQUOR PURCHASES	\$1,869.13	1655599	LQ STORE LIQUOR PURCHASE
E 601-491-901	FREIGHT ON LIQUOR & BEER	\$33.80	1655599	LQ STORE FREIGHT
Total JOHNSON BROTHERS LIQUOR CO.		\$1,902.93		
Paid Chk# 078899	10/8/2020	LAVOY S REPAIR		
E 101-431-221	MAINTENANCE & REPAIR-EQUIP	\$28.50	51460	MOWER TIRE REPAIR
Total LAVOY S REPAIR		\$28.50		
Paid Chk# 078900	10/8/2020	LYON COUNTY RECORDER		
E 101-413-251	PRINTING & PUBLISHING-ADVER	\$11.50		ADMIN COPIES
Total LYON COUNTY RECORDER		\$11.50		
Paid Chk# 078901	10/8/2020	MID CONTINENTAL RESTORATION CO		
E 101-418-222	MAINTENANCE & REPAIR-BUILD	\$6,510.00	43581-01	VMC EXTERIOR BUILDING REPAIRS-PARAPET WALL
E 101-441-222	MAINTENANCE & REPAIR-BUILD	\$15,587.00	43582-01	LIBRARY EXTERIOR BUILDING REPAIR
otal MID CONTINENTAL RESTORATION CO		\$22,097.00		
Paid Chk# 078902	10/8/2020	MIDWEST SUPPLY CO.		
E 602-492-222	MAINTENANCE & REPAIR-BUILD	\$16.47	283682	WATER DEPT COUPLER
E 101-431-221	MAINTENANCE & REPAIR-EQUIP	\$55.95	284508	ASPHALT PACKER WATER REPAIR
E 101-431-221	MAINTENANCE & REPAIR-EQUIP	\$8.99	284521	ASPHALT PACKER REPAIR
E 101-431-221	MAINTENANCE & REPAIR-EQUIP	\$38.25	284529	ASPHALT PACKER REPAIR
E 101-431-221	MAINTENANCE & REPAIR-EQUIP	\$6.00	284530	ASPHALT PACKER REPAIR-EXCHANGE

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		Check Amt	Invoice	Comment
E 101-431-221	MAINTENANCE & REPAIR-EQUIP	\$18.58	284538	ASPHALT PACKER REPAIR
E 101-431-221	MAINTENANCE & REPAIR-EQUIP	\$3.99	284545	ASPHALT PACKER FITTING
E 101-431-223	MAINTENANCE & REPAIR-OTHER	\$7.45	284625	ADJ WRENCH
E 101-431-222	MAINTENANCE & REPAIR-BUILD	\$5.49	284645	PARKS CLEANING SUPPLIES
E 203-461-223	MAINTENANCE & REPAIR-OTHER	\$5.35	284703	CEMETERY SPRAY SWITCH
E 101-418-222	MAINTENANCE & REPAIR-BUILD	\$34.46	284717	VMC PAINT, BRUSH
E 203-461-223	MAINTENANCE & REPAIR-OTHER	\$2.70	284724	CEMETERY SPRAYER SCREEN
E 101-431-125	UNIFORM ALLOWANCE	\$40.00	284728	C CARON UNIFORM ALLOWANCE
E 101-431-221	MAINTENANCE & REPAIR-EQUIP	\$25.15	284734	SPRAYER NOZZLE
	Total MIDWEST SUPPLY CO.	<u>\$268.83</u>		
<hr/>				
Paid Chk# 078903	10/8/2020	MN DEPT OF LABOR & INDUSTRY		
E 101-425-301	LICENSES & TAXES	\$59.00		QTR 3 2020 BUILDING PERMIT SURCHARGE
	Total MN DEPT OF LABOR & INDUSTRY	<u>\$59.00</u>		
<hr/>				
Paid Chk# 078904	10/8/2020	MN ENERGY RESOURCES CORP		
E 411-417-271	UTILITIES	\$21.00		UTILITIES-420 ORCHARD LN
E 411-417-271	UTILITIES	\$21.00		UTILITIES-430 ORCHARD LN
E 411-417-271	UTILITIES	\$21.00		UTILITIES-440 ORCHARD LN
E 411-417-271	UTILITIES	\$21.00		UTILITIES-421 ORCHARD LN
E 411-417-271	UTILITIES	\$21.00		UTILITIES-431 ORCHARD LN
E 411-417-271	UTILITIES	\$21.00		UTILITIES-441 ORCHARD LN
E 411-417-271	UTILITIES	\$21.00		UTILITIES-411 ORCHARD LN
E 607-451-271	UTILITIES	\$45.00		321 ELM STREET UTILITIES
E 602-492-271	UTILITIES	\$92.11		1056 HWY 14 UTILITIES
E 101-431-271	UTILITIES	\$45.00		HWY 14 UTILITIES
E 101-441-271	UTILITIES	\$47.52		LIBRARY UTILITIES
E 601-491-271	UTILITIES	\$48.09		336 SOUTH STREET UTILITIES
E 601-491-271	UTILITIES	\$8.05		701 CRAIG AVE UTILITIES
E 101-418-271	UTILITIES	\$95.63		VMC UTILITIES-336 MORGAN STREET
E 101-418-271	UTILITIES	\$99.90		VMC UTILITIES-372 MORGAN STREET
E 201-471-271	UTILITIES	\$126.69		MPC UTILITIES
	Total MN ENERGY RESOURCES CORP	<u>\$754.99</u>		
<hr/>				
Paid Chk# 078905	10/8/2020	ONE OFFICE SOLUTION		
E 101-413-201	OFFICE SUPPLIES	\$25.74	002342-01	ADMIN SUPPLIES-PRESSED COVERS
E 101-413-201	OFFICE SUPPLIES	\$18.68	002566-00	ADMIN SUPPLIES-LABELS

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SEPTEMBER 2020 to OCTOBER 2020

			Check Amt	Invoice	Comment
E 101-413-201	OFFICE SUPPLIES		\$13.85	002572-00	ADMIN 2021 CALENDAR
E 101-413-201	OFFICE SUPPLIES		\$11.07	002606-00	ADMIN CALENDAR REFILL
E 101-413-201	OFFICE SUPPLIES		\$14.10	002608-00	ADMIN 2021 CALENDAR
E 101-413-201	OFFICE SUPPLIES		\$24.02	002736-00	ADMIN SUPPLIES-STAPLER
Total ONE OFFICE SOLUTION			\$107.46		
<hr/>					
Paid Chk# 078906	10/8/2020	PAUSTIS WINE COMPANY			
E 601-491-902	LIQUOR PURCHASES		\$637.40	103472	LQ STORE LIQUOR PURCHASE
E 601-491-901	FREIGHT ON LIQUOR & BEER		\$10.50	103472	LQ STORE FREIGHT
Total PAUSTIS WINE COMPANY			\$647.90		
<hr/>					
Paid Chk# 078907	10/8/2020	PHILLIPS WINE & SPIRITS			
E 601-491-902	LIQUOR PURCHASES		\$4,296.79	6101446	LQ STORE LIQUOR PURCHASE
E 601-491-901	FREIGHT ON LIQUOR & BEER		\$70.98	6101446	LQ STORE FREIGHT
Total PHILLIPS WINE & SPIRITS			\$4,367.77		
<hr/>					
Paid Chk# 078908	10/8/2020	QUARNSTROM & DOERING, P.A			
E 101-413-321	OTHER CONTRACTUAL SERVICE		\$1,818.25		SEPT 2020 LEGAL SERVICES
Total QUARNSTROM & DOERING, P.A			\$1,818.25		
<hr/>					
Paid Chk# 078909	10/8/2020	ROCKMOUNT/NASSAU			
E 101-431-221	MAINTENANCE & REPAIR-EQUIP		\$382.28	1256902	WELDING RODS
E 602-492-222	MAINTENANCE & REPAIR-BUILD		\$127.43	1256902	WELDING RODS
Total ROCKMOUNT/NASSAU			\$509.71		
<hr/>					
Paid Chk# 078910	10/8/2020	SOUTHERN GLAZERS OF MN			
E 601-491-902	LIQUOR PURCHASES		\$1,727.22	2000754	LQ STORE LIQUOR PURCHASE
E 601-491-901	FREIGHT ON LIQUOR & BEER		\$31.76	2000754	LQ STORE FREIGHT
Total SOUTHERN GLAZERS OF MN			\$1,758.98		
<hr/>					
Paid Chk# 078911	10/8/2020	SOUTHWEST SANITATION			
E 601-491-271	UTILITIES		\$9.36		LQ STORE-CONTAINER RENTAL
E 101-431-271	UTILITIES		\$14.04		SHOP-CONTAINER RENTAL
E 101-424-271	UTILITIES		\$9.36		FD-CONTAINER RENTAL
E 101-441-271	UTILITIES		\$9.36		LIBRARY-CONTAINER RENTAL
E 201-471-271	UTILITIES		\$9.36		MPC-CONTAINER RENTAL
E 101-418-271	UTILITIES		\$6.00		CITY HALL-CONTAINER RENTAL

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		Check Amt	Invoice	Comment
E 101-441-271	UTILITIES	\$6.00		LIBR RECYCL-CONTAINER RENTAL
E 101-431-271	UTILITIES	\$9.36		SWIFT LK-CONTAINER RENTAL
E 101-431-271	UTILITIES	\$9.36		SOFTBALL FIELD-CONTAINER RENTA
	Total SOUTHWEST SANITATION	<u>\$82.20</u>		
<hr/>				
Paid Chk# 078912	10/8/2020	TRACY ACE HOME CENTER		
E 411-417-222	MAINTENANCE & REPAIR-BUILD	\$22.56	B36463	EDA-SUPPLIES-SHELF BRACKET, ZIP IT ANCHORS
E 101-431-223	MAINTENANCE & REPAIR-OTHER	\$179.99	B36583	PORTABLE AIR COMPRESSOR
E 018-499-331	MISCELLANEOUS	\$63.58	B36596	OFFICE COVID PROJECT
E 018-499-331	MISCELLANEOUS	\$49.90	B36602	ALCOHOL WIPES
	Total TRACY ACE HOME CENTER	<u>\$316.03</u>		
<hr/>				
Paid Chk# 078913	10/8/2020	UTILITY CONSULTANTS, INC		
E 608-498-321	OTHER CONTRACTUAL SERVICE	\$125.00	106586	WASTEWATER SAMPLES
	Total UTILITY CONSULTANTS, INC	<u>\$125.00</u>		
<hr/>				
Paid Chk# 078914	10/8/2020	XCEL ENERGY		
E 101-431-271	UTILITIES	\$54.90		306 E CRAIG AVE UTILITIES
E 101-431-271	UTILITIES	\$12.48		355 E CRAIG AVE UTILITIES
E 101-431-271	UTILITIES	\$223.13		SWIFT LAKE UTILITIES
E 101-431-271	UTILITIES	\$9.17		365 E CRAIG AVE UTILIITES
E 101-431-271	UTILITIES	\$11.32		347 MORGAN STREET UTILITIES
E 101-431-271	UTILITIES	\$12.49		VELTA PARK UTILITIES
	Total XCEL ENERGY	<u>\$323.49</u>		
<hr/>				
Paid Chk# 078917	10/8/2020	SOUTHWEST SANITATION		
E 604-494-321	OTHER CONTRACTUAL SERVICE	\$10,094.34		MONTHLY REFUSE CONTRACT
	Total SOUTHWEST SANITATION	<u>\$10,094.34</u>		
	10100 MINNWEST CHECKING	<u>\$521,063.34</u>		

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SEPTEMBER 2020 to OCTOBER 2020

Check Amt Invoice Comment

Fund Summary

10100 MINNWEST CHECKING

018 FLOOD	\$79,833.24		
101 GENERAL	\$57,463.68		
201 MULTI PURPOSE CENTER OP	\$870.05		
203 CEMETERY OPRTNG FUND	\$79.20		
303 O BRIEN COURT	\$20.38		
410 AIRPORT IMPROVEMENT FUND	\$3,505.31		
411 ORCHARD LANE & 2016A HOUSING	\$1,155.22		
514 USDA FUTURE BONDS	\$219,445.94		
601 LIQUOR STORE OPRTNG	\$26,094.03		
602 UTILITY-WATER	\$37,112.53		
603 UTILITY SURCHARGE	\$146.00		
604 REFUSE COLLECTION	\$10,115.27		
605 LICENSING	\$36,870.07		
607 AQ CENTER OPERATIONS	\$70.94		
608 UTILITY-SEWER	\$43,778.07		
806 ECONOMIC DEV RESERVE	\$4,503.41		
	<hr/>		
	\$521,063.34		

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TRACY CHECK REGISTER-FOR CITY COUNCIL

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Pay Group	Pay Period	Check #	Employee #	Employee Name	Check Date	Check Amount	Check Gross
02	4	516965	000000211	CARTER, JOSHUA I	10/07/20	\$229.95	\$249.00
02	4	516951	000000021	TIEGS, DAVID E	10/07/20	\$556.61	\$711.00
02	4	516971	000000219	LARSON, TRISTAN SHANE	10/07/20	\$693.55	\$751.00
02	4	516966	000000212	JONES, MATTHEW G	10/07/20	\$160.69	\$174.00
02	4	516980	000000241	JOHNSON, DALE D. III	10/07/20	\$2,512.51	\$3,031.00
02	4	516981	000000244	ERBES, MICHAEL HENRY	10/07/20	\$769.27	\$833.00
02	4	516978	000000228	NILIUS, DAVID ADAM	10/07/20	\$335.23	\$363.00
02	4	516972	000000221	CONNOR, ADAM J.	10/07/20	\$362.93	\$393.00
02	4	516970	000000218	NYQUIST, CARL OTTO	10/07/20	\$141.29	\$153.00
02	4	516976	000000226	BRUDER, ADAM J	10/07/20	\$285.36	\$309.00
02	4	516982	000000250	BAUMANN, BUDDY	10/07/20	\$270.77	\$369.00
02	4	516962	000000204	CHRISTIANS, WALKER JEFFR	10/07/20	\$229.95	\$249.00
02	4	516954	000000024	SCHONS, JERI LYNN	10/07/20	\$656.61	\$711.00
02	4	516953	000000023	THAO, KOU	10/07/20	\$656.61	\$711.00
02	4	516952	000000022	PETERSON, ANTHONY R	10/07/20	\$820.99	\$889.00
02	4	516963	000000207	DANIELSON, DAREN L	10/07/20	\$493.81	\$643.00
02	4	516975	000000225	VANMOER, MATTHEW W.	10/07/20	\$257.65	\$279.00
02	4	516956	000000042	HANSEN, ADAM L.	10/07/20	\$345.55	\$372.00
02	4	516957	000000044	LICHTY, JASON	10/07/20	\$454.95	\$490.00
02	4	516958	000000048	VUE, PETER CHEE MENG	10/07/20	\$160.69	\$174.00
02	4	516955	000000025	LANDUYT, GEORGE PALMER J	10/07/20	\$656.61	\$711.00
02	4	516960	000000201	DANIELSON, RILEY JAMES	10/07/20	\$307.52	\$333.00
02	4	516961	000000202	MOREY, JEFFREY G.	10/07/20	\$216.10	\$234.00
02	4	516977	000000227	VOGL, DAVID L.	10/07/20	\$332.46	\$360.00
02	4	516959	000000070	DANIELS, SHANE CHARLES	10/07/20	\$460.82	\$499.00
02	4	516968	000000215	VANDROMME, DYLAN JOSEPH	10/07/20	\$324.15	\$351.00
02	4	516967	000000214	STELTER, BRADLEY SEATON	10/07/20	\$216.10	\$234.00
02	4	516964	000000210	ROLLING, WILLIAM ALLAN	10/07/20	\$260.43	\$282.00
02	4	516979	000000231	ROLLING, ANTHONY W.	10/07/20	\$824.68	\$893.00
02	4	516974	000000224	PEDERSEN, DAREN WILLAM	10/07/20	\$313.06	\$339.00
02	4	516973	000000223	PALLANSCH, JOSEPH B.	10/07/20	\$488.53	\$529.00
02	4	516969	000000216	XIONG, JOHN LEE	10/07/20	\$116.36	\$126.00
						\$14,911.79	\$16,745.00

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TRACY CHECK REGISTER-FOR CITY COUNCIL

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Pay Group	Pay Period	Check #	Employee #	Employee Name	Check Date	Check Amount	Check Gross
01	20	516946	000000010	CARPENTER, JEFFREY PAUL	10/02/20	\$1,593.68	\$2,316.00
01	20	516935	000000056	SCHULTZ, ALLEN J	10/02/20	\$1,514.50	\$2,532.44
01	20	516925	000000007	LICHTY, APRIL LEIGH	10/02/20	\$1,583.69	\$2,336.90
01	20	516930	000000062	PETERSON, DAVID P.	10/02/20	\$1,265.29	\$1,824.34
01	20	516947	000000072	QUIST, VALERIE D	10/02/20	\$1,090.94	\$1,582.08
01	20	516949	000000077	RAYMOND, DIANNE L.	10/02/20	\$347.27	\$421.26
01	20	516928	000000058	MEYER, BARTON JOSEPH	10/02/20	\$1,084.38	\$1,559.21
01	20	516940	000000031	SIK, LYDELL E	10/02/20	\$1,148.14	\$1,602.41
01	20	516926	000000008	CAMPBELL, DIANE MARIE	10/02/20	\$1,476.58	\$2,058.31
01	20	516927	000000009	VANDENDRIESSCHE, CHRIST	10/02/20	\$1,111.89	\$1,818.40
01	20	EFT	000000041	HANSEN, ADAM	10/02/20	\$0.00	\$0.00
01	20	516931	000000066	SCHONS, KEITH FRANCIS	10/02/20	\$729.14	\$928.25
01	20	516944	000000120	STIMPERT SCHONS, TAMMAR	10/02/20	\$1,296.14	\$1,866.40
01	20	516950	000000050	HEMISH, JANELL LEA	10/02/20	\$940.37	\$1,336.49
01	20	516923	000000002	ZWACH, PEGGY JO	10/02/20	\$1,459.99	\$2,248.00
01	20	516941	000000097	BIRMAN, BARBARA MARY	10/02/20	\$64.40	\$69.73
01	20	516945	000000130	EKNESS, CHERYL E	10/02/20	\$467.99	\$591.25
01	20	516929	000000060	CARON, CLAY MERLYN	10/02/20	\$1,523.36	\$2,144.10
01	20	516932	000000067	DESMITH, MARK AUGUST	10/02/20	\$769.90	\$1,248.86
01	20	516938	000000045	MARKEGARD, JORDAN LEE	10/02/20	\$1,371.88	\$1,994.89
01	20	516933	000000068	TORKELSON, SHAWN LEE	10/02/20	\$1,424.97	\$2,117.60
01	20	516924	000000003	HANSEN, ERIK LARS	10/02/20	\$2,569.78	\$3,846.40
01	20	EFT	000000110	JENSEN, DANIEL WALTER	10/02/20	\$0.00	\$0.00
01	20	516943	000000099	STEFANICK, STACY L	10/02/20	\$371.82	\$453.75
01	20	516936	000000042	HANSEN, ADAM L.	10/02/20	\$1,760.27	\$2,953.20
01	20	516937	000000044	LICHTY, JASON	10/02/20	\$1,882.96	\$2,843.20
01	20	516939	000000048	VUE, PETER CHEE MENG	10/02/20	\$320.06	\$449.40
01	20	516934	000000070	DANIELS, SHANE CHARLES	10/02/20	\$2,166.72	\$3,296.80
01	20	516942	000000098	TORRES, MALYA K	10/02/20	\$85.86	\$92.97
01	20	516948	000000073	FOX, LAURINNE KAY	10/02/20	\$325.67	\$352.64
						\$31,747.64	\$46,885.28

Tracy Public Library Board Meeting
August 6, 2020

President Trudy Williams called the meeting to order 4:00 PM.

Members present: Marlene Halfmann, Colleen Schiller, Sandy Stobb, Trudy Williams, and Joan Ziemke

Members absent (excused): Barb Knudson and Vicki Streifel

Also present: Library Director Val Quist and City Administrator Erik Hansen

(Note: All individuals in attendance wore masks and maintained appropriate social distancing throughout the meeting.)

Approval of the minutes from March 5, 2020 meeting. Motion by Colleen to approve, second by Marlene. Motion carried.

Approval of the agenda for August 6, 2020 meeting. Motion by Colleen to approve, second by Sandy. Motion carried.

Opportunity for Public Comment:

City Administrator Erik Hansen took a few minutes to introduce himself to the Library Board members. He stated he appreciates working with Val and that the Tracy Public Library is a nice facility and an asset to the community. He is looking forward to attending more Library Board meetings as his schedule allows.

Policies:

1) Board members reviewed a copy of a "Fine-Free" proposal for the Tracy Public Library. Val stated this proposal would address the elimination of late fees for some or all library materials. Patrons would still be required to pay for lost or damaged materials. Library staff would continue to call patrons about overdue materials, and letters would be sent when items enter long overdue/lost status. Renewals would still be capped at two, and would not be allowed for items that are on hold. Board members discussed the pros and cons of several options, which are as follows: 1) continue to charge late fines, 2) eliminate late fines for books, but continue charging late fees for movies and WiFi Hotspots, 3) eliminate fines for books and movies, but continue to charge for special items such as WiFi Hotspots, or 4) eliminate all late fines. Motion by Colleen that the Tracy Public Library eliminate fines for books and movies but continue to charge a late fee of \$5.00 for special items such as WiFi Hotspots. The proposal would go into effect on August 6, 2020. Second by Sandy. Motion carried. Members agreed that Val convert this proposal into a Policy which will be on file in the library and will be up for review in three (3) years. If the library staff encounters any issues with the late fees prior to the 3-year review board members agreed to revisit the policy.

2) Board members reviewed a copy of the American Library Association's Library Bill of Rights. This policy was officially adopted June 19, 1939 by the ALA Council and has been amended a number of times since then. Val stated she felt it was important for our local library to have this document on file to affirm that our facility is available for use by all patrons. Motion by Joan to approve the ALA Bill of Rights for Tracy Public Library and to keep a copy of it on file, second by Marlene. Motion carried.

3). Board members reviewed a copy of the Tracy Public Library Rules of Conduct policy. The policy, which was adopted October 29, 2003, was written to establish rules of acceptable behavior which all library patrons were expected to follow. Val stated she had updated the policy to address new issues of prohibited behavior the library staff may encounter in 2020 (and into the future) when dealing with patrons. Motion by Joan to approve the newly updated Tracy Public Library Rules of Conduct policy, dated August 6, 2020. The policy will be up for review in three (3) years. Second by Colleen. Motion carried.

Reports:

A. Plum Creek Library System update:

Sandy reported the PCLS Governing Board had met on June 17, 2020 via video conferencing. Michele Leininger is still the Interim Director as the hiring process for a new director is presently on hold due to the pandemic.

*PCLS received \$8900 for the purchase of 104 Hotspots (approximately 4 per library) and the connectivity support for each library. The State provided \$45K to Plum Creek for the purchase of more digital materials for Young Adult readers, three Scholastic databases for early literacy through grade 2, and enhanced WiFi capabilities.

*The Governing Board approved sending a letter to each of the nine counties in PCLS requesting continued support (\$3250 from each) for operating expenses.

*PCLS is getting quotes to purchase a new delivery truck and is also addressing some building maintenance issues.

*The Plum Creek staff has been working remotely as much as possible during the pandemic. Governing Board members recommended that Michele start making a list of items the staff needs (such as additional computers) due to the pandemic and that some of the costs might be shared amongst the counties vis the CARES Act.

*Governing Board members reviewed and passed the preliminary budget for FY2021.

B. Director's Report:

Val stated that while it hasn't been the normal summer at the library they have been quite busy. She feels the library has provided some much-needed entertainment and diversion for many people!

1) The Summer Reading Program has had a good response, even though they started a couple of weeks later than normal. They have had 35 kids participating who have been extremely enthusiastic. Val thinks the drawing for three larger prizes instead of token prizes has been a success and plans to do it again next year. The drawing will be held the week of August 24th.

2) If Tracy Public Schools implement a hybrid learning plan this fall, the library basement will likely be used as a classroom site. Val did not have many details yet.

3). Due to the potential hybrid learning site, as well as many other COVID-19 related concerns, Val did not foresee having any programs for at least the rest of the year.

4) Construction work has begun on Third Street in front of the library. There may be some times when access is difficult at the front door, but the library staff has been assured that the disruptions will be relatively short-lived and patrons should have access via the front door, even after the sidewalk is torn out.

5) Val did a lot of work on the library's website when she was working from home. She made many updates to make it more attractive and more user friendly. She has also started a blog that she tries to update once a week. The staff has seen a significant increase in traffic to the website in the past few months. In February the site had 667 hits; March - 957; April - 1,177; May - 1,197; June - 1,355 and July - 1674.

Motion by Colleen to adjourn the meeting, second by Marlene. Motion carried.

Meeting was adjourned at 4:50 PM.

Sandy Stobb
Secretary

CHARTER COMMISSION MINUTES

AUGUST 17, 2020

The regular meeting of the Tracy Charter Commission was called to order at 10:00 am, Monday, August 17, 2020 in the Council Chambers of the Municipal Building. The following Commission members were present: Chairman Rosemary Martin, Jan Arvizu, Seth Schmit, Rhonda Fredericks, Marv VanAcker and Ken Giles. Also present were Erik Hansen-City Administrator and Diane Campbell-Deputy Clerk/Administrative Assistant. Members absent: James Green, Sandy Nyquist and Matt Knakmuhs.

Chairman Martin asked for the approval of the January 21, 2020 minutes. Motion was made by Giles, seconded by Fredericks to approve the minutes as written. All voted in favor.

Chairman Martin asked for the approval of the Agenda. Motion was made by Fredericks, seconded by VanAcker to approve the agenda. All voted in favor.

No conflicts of interest were indicated in regards to the agenda. None were indicated.

Proposed changes to the Charter were presented. Schmidt questioned if Section 2.02 is in reference to all City Boards or just the Charter in regards to how often they need to meet. Motion was made by Schmidt, seconded by VanAcker to add the wording in Section 2.02 of "The Charter Commission shall meet at a minimum of two times in a calendar year". All voted in favor.

Section 12.02-Sale of Real Property of the Charter was discussed. Competitive bids for the sale of City owned real estate by the council and if it should be required or not was debated. Pro's and Con's of tightening the wording were brought to light. All agreed that there does need to be transparency between the Council and the public. Different ways of getting the word out when a piece of City owned property will be sold was discussed such as requiring a public hearing, posting on the City website etc. Schmidt indicated that he would not want to restrict the Council and miss out on a sale. It was pointed out that this is not a requirement according to statutes, it would be something that the Council could do over and above that. Doing an RFP versus a Public Hearing was discussed. Including or excluding the asking price was discussed and indicated that it would be best to leave the price out. It was indicated that the Council would want to take into consideration how much they have into the lot and determine their price from there. Motion was made by VanAcker, seconded by Fredericks to table Section 12.02. It was noted that the Council will make the final decision regarding the sale of any city owned property. Several Commissioners stated that they felt that the public should be

aware of any potential sale prior to a vote. This would allow everyone to have the same opportunity to bid on the property. Hansen indicated that they could propose to require an RFP, a Public Hearing or just a Public Notice but it will come down to what the Council wants in there.

Hansen suggested moving forward with the changes to the Charter and address Section 12.02 at a later date when they have verbiage put together. The changes will be brought to the next Charter meeting for the Commission to review. The City Administrator indicated that he would be ok with the expense of a second official publication if any changes to 12.02 were made.

The previous motion was rescinded. Motion was made by Schmidt, seconded by Fredericks to move forward with recommending the changes to the Council and to table any proposed changes to Section 12.02.

The next Charter meeting will be held on Tuesday, September 29, 2020 at 10:00 am.

Motion was made by Fredericks, seconded by Giles to adjourn the meeting.

Respectfully Submitted,
Diane Campbell
Deputy Clerk/Administrative Assistant

PLANNING COMMISSION

September 1, 2020

The regular meeting of the Tracy Planning Commission was called to order on Tuesday, September 1, 2020 at 6:00 p.m. in the Council Chambers of the City Hall. The following Commission members were present: Chairman Rosemary Martin, Rhonda Fredericks, Dustin Demuth, Mark Seager and Matt Knakmuhs. Also present was Erik Hansen-City Administrator, Shane Daniels-Public Works Director and Diane Campbell-Deputy Clerk/Administrative Asst. Members absent: James Green and Councilmember Jeri Schons.

Chairman Martin asked for the approval of August 3, 2020. Motion was made by Fredericks, seconded by Knakmuhs to approve the minutes as written. All voted in favor.

Chairman Martin asked for the approval of the Agenda. Motion was made by Demuth, seconded by Knakmuhs to approve the Agenda as written. All voted in favor.

Chairman Martin asked for any conflicts of interest that any Commission members would like to identify. None were indicated.

Hansen indicated that Rose Bruce-White gave a presentation at the last meeting and she is suggesting that the Planning Commission develop a group of community people that would want to be involved in the Comp plan. Types of members included business owners, School District member, Hospital member, Real Estate, Clergy, Non-Profit member, Chamber member, public safety to name a few. This task force group would provide feedback to the Planning Commission. It was pointed out that these people will have to be recruited and talked to in person to get them to participate. The member will need to be dedicated to the Board and good leaders and the plan will need to be implemented on a timely manner, which will engage the community. The size of the Task Force was discussed and agreed that it should be right around 15 members.

Each Planning Commission member is to bring 5 names as possibilities to serve on the Task Force.

Discussion on downtown zoning and potentially allow some residential there was discussed. Hansen explained that the downtown zoning is currently very restrictive. There is a lot of empty buildings downtown and if they allowed some residentially it might help to fill some of them up rather than having to tear them down. If there are apartments in some of the buildings there would be more people downtown for the businesses. Parking for this was discussed and

indicated that that is the least of their problems. Daniels expressed that the bigger problem is the fire code and being in compliance with it. Distance of travel and stairwells are another issue.

Hansen explained the different options in regards to the potential re-zoning of downtown. Martin expressed that it would be very limited as there won't be many people that want to put that kind of money into their building to make it happen. Seager stated that it would be good for downtown to allow it as it will foster involvement. Hansen feels that the City of Tracy does not have the population for a robust downtown and if they don't re-zone they will just end up with a bunch of empty lots. The other option would be to bring industry downtown. Those types of businesses are more difficult as they would need a lot more parking. Seager indicated that he would like to see case studies that would inspire people to live downtown. Hansen pointed out that just because they loosen the zoning does not mean that there will automatically be renters. Getting grants on historical buildings and having a historical survey done is the first step to accessing money from the Historical Society for improvements. Hansen suggested seeing what other cities are doing to revitalize their downtown. Seager pointed out that they could stage the building to appear occupied. It was agreed to look into it and continue the discussion at the next meeting. It was also suggested to do a percentage based on the area not on the building.

Motion was made by Knakmuhs, seconded by Demuth to adjourn the meeting. All voted in favor.

ATTEST:

Erik Hansen, City Administrator

Council Communication

Meeting Date: October 12, 2020

Subject: Telecommuter Forward! Community Application

Background - The Department of Employment and Economic Development has put forward a program that lists rural communities that are committed to the Development of good Broadband. The program describes an initiative whereas rural communities can be on an exclusive list that proves that they can be a city where working from home and developing shared spaces for work can be equivalent to working in a traditional office setting. Being on this list would be another step in the direction of inviting people and their families to move to Tracy and possibly working at a satellite location. With the current Covid – 19 situation dictating social distancing, this type of work space is predicted to stay prevalent long into the future. Currently there are only 23 cities and counties in Minnesota that are on this list.

The Tracy Development Corporation was the initiator of finding this program and investigating the impact of being on this list. Just another way the TDC stays in tuned with the city of Tracy and its future.

Budget Implications – there are no dues related to this affiliation so there would be no budget issues.

Recommendation – The Tracy Development Corporation in which has discussed this type of action repeatedly and the Tracy EDA recommend that this attached resolution should be signed so Jeff Carpenter can continue the process of attaining access to being on this state list.



Telecommuter Forward! Community Application Form & Model Resolution

Any political subdivision (city, township, or county) in Minnesota that supports and commits to promote the availability of telecommuting options is eligible for the Telecommuter Forward! Community Certification and may apply through the Office of Broadband Development. The political subdivision must demonstrate compliance with the statutory requirements under [Minn. Stat. § 116J.9923](#). The Office of Broadband Development has created a model resolution, which is available below, that satisfies the minimum statutory requirements to assist communities in this effort.

Please submit this completed form and your community’s Telecommuter Forward! resolution via email to: deed.broadband@state.mn.us

POLITICAL SUBDIVISION	
Name of Political Subdivision	City of Tracy
Address	336 Morgan St.
Address	
City	Tracy
Zip	56175
Web Address	www.tracymn.org
SINGLE POINT OF CONTACT	
Name	Jeff Carpenter
Title	EDA Director
Email	jcarpenter@tracymn.org
Phone	(507)401-1389

For more information about the application process for Telecommuter Forward! Certification or for any questions about the Telecommuter Forward! Community Model Resolution, please contact the Office of Broadband Development at deed.broadband@state.mn.us or 651-259-7610.

**RESOLUTION 2020-65
IN SUPPORT OF TELECOMMUTING OPPORTUNITIES
AND
TELECOMMUTER FORWARD CERTIFICATION**

AT A MEETING OF THE CITY OF TRACY HELD AT 6:30 PM, ON October 12, 2020,

RESOLUTION - IN SUPPORT OF TELECOMMUTING OPPORTUNITIES AND
TELECOMMUTER FORWARD! CERTIFICATION;

WHEREAS, The City of Tracy supports and commits to promote the availability of telecommuting options;

WHEREAS, The City of Tracy hereby appoints Jeff Carpenter, Director of the Tracy Economic Development Authority as the single point of contact for coordinating telecommuting opportunities within the City of Tracy including the following responsibilities:

1. Coordination and partnership with broadband providers, realtors, economic development professionals, employers, employees, and other telecommuting stakeholders.
2. Collaboration with broadband providers and employers to identify, develop, and market telecommuter-capable broadband packages.
3. Communication and partnership with broadband providers and economic development professionals to develop common goals.
4. Promotion of telecommuter-friendly workspaces, such as business incubators with telecommuting spaces, if such a workspace has been established in the political subdivision at the time the political subdivision adopts the resolution.
5. Maintaining regular communication with the state broadband office.
6. Making regular reports to the Tracy City Council and EDA board

NOW, THEREFORE, BE IT HEREBY PROCLAIMED by the Tracy City Council to support telecommuting opportunities for the City of Tracy in its application for Telecommuter Forward! Community certification.

Dated: _____

Signed Mayor: _____

City Admin: _____

RESOLUTION 2020-66

A RESOLUTION APPOINTING ELECTION JUDGES FOR THE NOVEMBER 3, 2020 GENERAL ELECTION

WHEREAS, a General Election will be held on November 3, 2020; and

WHEREAS, Minnesota Statute 204b.21, subd 2, requires election judges for precincts in a municipality be appointed by the governing body of the municipality; and

WHEREAS, the City of Tracy has one precinct; and

WHEREAS, the following State of Minnesota residents have applied to serve as election judges and meet the qualifications established by the State of Minnesota:

DAY SHIFT

EVENING SHIFT

*Linda Rykhus
Sheila Helleson
Darci Anderson
Lois Schmidt
Jamey Johnson

*Vicki Streifel
Mev Jackson
Pam Peterson
Jamey Johnson
Linda Rykhus

*Head Judge

NOW THEREFORE BE IT RESOLVED, that the City of Tracy Council, in accordance with State Law, hereby appoints the following persons to serve as election judges for the General Election, approves payment in the amount of \$9.65__ per hour for Election Judges and \$__ 9.65_____ per hour for Head Election Judges plus mileage and training expense.

BE IT FURTHER RESOLVED, that in case an appointed judge is unable to serve, the City is authorized to find a substitute judge for the judge who cannot serve.

BE IT FURTHER RESOLVED, additional judges may be appointed upon completion of necessary election judge training.

Adopted by the City Council of the City of Tracy on October 12, 2020.

ATTEST:

City Administrator

Mayor